

Mayor Steven J. Carrington  
Deputy Mayor Pamela Melin  
Council Member Carolina Anzilotti  
Council Member John Alcantra  
Council Member Richard W. Best  
Council Member Thomas Ojala IV  
Council Member Joshua Tudor

City Manager John Moosey  
City Clerk Shelly M. Acteson, CMC  
City Attorney Sarah Heath, Esq.

**City of Palmer, Alaska**  
**Regular City Council Meeting**  
**September 27, 2022, at 6:00 PM**  
City Council Chambers  
231 W. Evergreen Avenue, Palmer  
[www.palmerak.org](http://www.palmerak.org)

## **AGENDA**

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### **A. CALL TO ORDER**

### **B. ROLL CALL**

### **C. PLEDGE OF ALLEGIANCE**

### **D. APPROVAL OF AGENDA**

1. Approval of Consent Agenda
  - a) Introduction and set public hearing on October 11, 2022, for **Ordinance No. 22-008:**  
Adopting a New Official Zoning Districts Map Superseding the Prior Map Adopted on December 12, 2017, in Accordance with the PMC 17.16.010 Map - Replacement
2. Approval of Minutes of Previous Meetings
  - a) September 13, 2022, Regular Meeting

### **E. COMMUNICATIONS AND APPEARANCE REQUESTS**

1. Proclamation – Proclaiming October 23-31, 2022, as Red Ribbon Week

### **F. REPORTS**

1. City Manager's Report
2. Mayor's Report
3. City Clerk's Report
4. City Attorney's Report
  - a.) Overview of Museum Contract

### **G. AUDIENCE PARTICIPATION**

### **H. PUBLIC HEARINGS**

1. **Ordinance No. 22-007:** Amending the City of Palmer Municipal Code 3.12.032, Residential Real Property Exemption, To Increase the Assessed Value of a Single Parcel of Residential Real Property Owned and Occupied by the Owner of Record as the Owner's Permanent Place of Residence in the City from Sixty-Eight Thousand Dollars to One Hundred Twenty-Five Thousand Dollars
2. **Resolution No. 22-027:** Authorizing the City Manager to include Additive Alternate 2 to the contract awarded to Ahtna Construction in the Amount of \$88,000.00 for install of head bolt heaters in Apron E, at the Warren "Bud" Woods Palmer Municipal Airport
3. **Resolution No. 22-028:** Amending the 2022 City of Palmer Budget for the Fiscal Year Ending December 31, 2022, by Appropriating \$161,184.00 from the General Fund Unassigned Fund Balance as a loan to the Water Sewer Fund for Additional City Funding for the Wastewater Treatment Plant Facility Phase 2 Clarifiers Project
4. **Resolution No. 22-029:** Encouraging the State of Alaska to Support the Designation of the MATSU Valley Planning for Transportation as the Metropolitan Planning Organization for the Matanuska-Susitna Borough Urbanized Area; And Allocate \$1 Million in State Funding for the

**I. ACTION MEMORANDA**

1. **Action Memorandum No. 22-054:** Authorizing Utility Connection for Quantum Laundry Lounge, Located at 2151 South Woodworth Loop, Palmer, Alaska (Postponed from the September 13, 2022 meeting)
2. **Action Memorandum No. 22-055:** Authorizing the City Manager to Execute a Contract with Cree Lighting c/o Arctic Sales, Inc. for 28 CREE LED Street Luminaries and replacement drivers for existing streetlights for a total cost of \$31,428.00
3. **Action Memorandum No. 22-056:** Authorizing Utility Connection for Mat-Su Performing Arts Center, Located at 14263 E Outer Springer Loop, Palmer, Alaska.
4. **Action Memorandum No. 22-057:** Authorizing the City Manager to Execute a Contract with Eagle View Excavation in the Amount of not to exceed \$90.00 per hour per truck for City Snow Haul Services

**J. UNFINISHED BUSINESS**

**K. NEW BUSINESS**

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

**M. AUDIENCE PARTICIPATION**

**N. EXECUTIVE SESSION**

**O. COUNCIL MEMBER COMMENTS**

**P. ADJOURNMENT**

**Tentative Future Palmer City Council Meetings**

Meeting Date	Meeting Type	Time	Notes
<b>October 10</b>	Special	6 pm	Certify election
<b>October 11</b>	Regular	6 pm	
<b>October 25</b>	Regular	6 pm	
<b>November 1</b>	Special	6 pm	Budget
<b>November 8</b>	Regular	6 pm	
<b>November 15</b>	Special	6 pm	Budget
<b>November 22</b>	Regular	6 pm	

**City of Palmer  
Ordinance No. 22-008**

**Subject:** Adopting a New Official Zoning Districts Map Superseding the Prior Map Adopted December 12, 2017, in accordance with Palmer Municipal Code 17.16.040 Map - Replacement

**Agenda of:** September 27, 2022 – Introduction

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

**Originator Information:**

**Originator:**    Brad Hanson, Community Development Director

**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:    *Shirley Durr*

**Approved for Presentation By:**

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

**Attachment(s):**

1. Ordinance No. 22-008
2. Planning and Zoning Commission Resolution No. 22-006
3. Planning and Zoning Minutes of September 15, 2022
4. Enlarged map of each area showing changes made to the zoning map
5. New Zoning Map

**Summary Statement/Background:**

The current official zoning map is dated December 2017. Since the production of the December 2017 zoning map, several zoning map amendments have been approved by Council. City staff has worked with the Borough's GIS Department to produce a new zoning map that accurately reflects zoning map amendments approved between November 2017 and August 2022, including the updated boundary for the Central Business District. The new zoning map also reflects the updated color of the city of Palmer boundaries and the updated color scheme for the boundaries of the Central Business District.

<b>Ordinance No.</b>	<b>Date</b>	<b>Legal Description</b>	<b>Action</b>
18-002-Z-1	02/27/2018	Palmer Municipal Airport – Area Between Lines: North Line-N89°58'56" W; South Line-N89°58'53" W; West Line-N00°11'27" W; East Line-N00°01'15" E, located within Section 4, Township 17 North, Range 2 East	A-I to A-M
20-006	06/23/2020	Tax Parcel Tract 5, Cedar Hills Subdivision, Unit 2, Phase 1	CL to P
21-001	02/23/2021	CBD Boundary Amendment	Passed
21-014	07/27/2021	Lot 200, Block 1, Felton Addition Subdivision	R-3 to R-4
21-016	09/28/2021	Lot 7, Block 6, Snodgrass-Newcomb No.2 Subdivision	R-4 to C-G
22-002	04/12/2022	Lot 100, Block 1, Felton Addition Subdivision	R-3 to R-4
22-005	08/23/2022	Tax Parcel C-21, Township 18 North, Range 2 East, Section 33	C-L to C-G

**Administration's Recommendation:**

Adopt Ordinance No. 22-0xx adopting a New Official Zoning District Map.



**LEGISLATIVE HISTORY**

Introduced by: Manager Moosey  
Date: September 27, 2022  
Public Hearing:  
Action:  
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

**Ordinance No. 22-008**

**An Ordinance of the Palmer City Council Adopting a New Official Zoning Districts Map, Superseding the Prior Map Adopted December 12, 2017, in accordance with Palmer Municipal Code 17.16.040 Map – Replacement**

WHEREAS, the Planning and Zoning Commission recommends official zoning map updates as necessary to ensure City development and land use are in conformance with the approved zoning districts and their respective standards; and

WHEREAS, Council has approved changes to zoning districts for six parcels or tracts of land and has approved an amendment to the Central Business District boundary since the adoption of the December 2017 city of Palmer Zoning Map; and

WHEREAS, the current Official Zoning Map, dated December 2017, does not reflect the aforementioned approved zoning amendments; and

WHEREAS, the Commission has determined there is a need to adopt a new Official Zoning Districts Map to show the currently approved zoning districts and boundaries; and

WHEREAS, pursuant to PMC 17.16.040, the Council may, by ordinance, upon taking into account the advice of the commission, adopt a new zoning map which shall supersede the prior zoning map

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. A new zoning map described as the Official Zoning Districts Map, dated August 2022, is hereby adopted in accordance with the requirements of PMC 17.16.040.A Map – Replacement.

Section 4. This zoning map supersedes and replaces the zoning map, adopted December 12, 2017, by Ordinance No. 17-015.

Section 5. Effective Date. Ordinance No. 22-008 shall take effect upon adoption by the city of Palmer City Council.

**Passed and approved** this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Steve Carrington, Mayor

\_\_\_\_\_  
Shelly M. Acteson, CMC, City Clerk

PALMER PLANNING AND ZONING COMMISSION

RESOLUTION NO. 22-006

A RESOLUTION OF THE PALMER PLANNING AND ZONING COMMISSION RECOMMENDING CITY COUNCIL APPROVE THE AUGUST 2022 REVISIONS AND UPDATES TO THE DECEMBER 2017 OFFICIAL ZONING MAP

WHEREAS, the current Official Zoning Map for the city of Palmer was adopted in December of 2017; and

WHEREAS, City Council has approved changes to zoning districts for six parcels or tracts of land and an amendment to the Central Business District boundary since the adoption of the December 2017 city of Palmer Zoning Map; and

WHEREAS, the December 2017 Zoning Map does not reflect the aforementioned approved zoning amendments; and

WHEREAS, the August 2022 revised and updated zoning map includes all of the zoning amendments since the adoption of the December 2017 zoning map

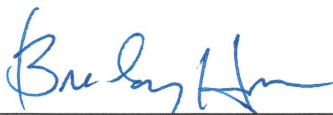
WHEREAS, the August 2022 Zoning Map includes all of the districts authorized by City Code; and

WHEREAS, the August 2022 zoning map reflects the updated colors for the boundaries of the city of Palmer and the Central Business District; and

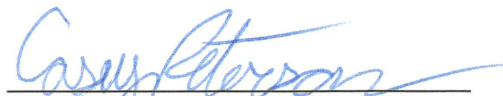
WHEREAS, pursuant to PMC 17.16.040, the Council may, by ordinance, upon taking into account the advice of the commission, adopt a new zoning map that shall supersede the prior zoning map.

NOW, THEREFORE, BE IT RESOLVED that the Palmer Planning and Zoning Commission does hereby recommend the City Council approve the August 2022 revisions and updates to the December 2017 Official Palmer Zoning Map.

Passed by the Planning and Zoning Commission of the City of Palmer, Alaska, this 15<sup>th</sup> day of September 2022.



Brad Hanson, Community Development Director

  
Casey Peterson, Chairman

**PLANNING & ZONING COMMISSION  
CITY OF PALMER, ALASKA**

**REGULAR MEETING  
THURSDAY, SEPTEMBER 15, 2022  
6:00 P.M. - COUNCIL CHAMBERS**

**A. CALL TO ORDER:**

The regular meeting of the Planning and Zoning Commission was called to order by Chair Peterson at 6:00 p.m.

**B. ROLL CALL:**

Constituting a quorum, present in person were Commissioners:

Casey Peterson, Chair  
Lisbeth Jackson, Vice Chair  
Linda Combs  
Penny McClain  
John Murphy

Present via Zoom video/teleconference were Commissioners:

Penny Mosher (excused late arrival at 6:43 p.m.)

Absence excused without objection:

Kristy Thom Bernier

Also present were:

Brad Hanson, Community Development Director  
Tyler Patterson, Community Development Specialist  
Pam Whitehead, Recording Secretary (via Zoom teleconference)

**C. PLEDGE OF ALLEGIANCE:** The Pledge was performed.

**D. APPROVAL OF AGENDA:**

The agenda was approved as presented by roll call vote of all members present.  
[Murphy, McClain, Combs, Jackson, Peterson; *Absent:* Thom Bernier, Mosher]

**E. MINUTES OF PREVIOUS MEETINGS:**

1. The minutes of the **August 18, 2022 Regular Meeting** were unanimously approved as presented by roll call vote of all members present.

[Murphy, McClain, Combs, Jackson, Peterson; *Absent:* Thom Bernier, Mosher]

**F. REPORTS:**

Director Hanson reported:

- City Council at its last meeting approved continuation of the library courtyard concept and adopted a plan for moving forward with regard to fundraising and public participation; expects a community meeting to be scheduled for November;
- Regarding the Railroad Right-of-Way Project, Stantech has been selected to assist and provide expertise with regard to planning, community meetings, online surveys, improved parking,

connectivity, potential parks, playgrounds, green space, improved branding and signage; described a similar project Stantech is about to complete in North Dakota (library expansion and park in a railroad corridor);

- MTA Events Center is now open and the City has a new Parks & Recreation Director;
- Reminded it is Budget time and encouraged the Commissioners to publicly testify to Council what they think is important; Commissioner Combs echoed Director Hanson on the importance of public testimony, particularly at budget hearings.
- Responded to questions concerning the railroad right-of-way and community meetings.

**G. AUDIENCE PARTICIPATION:** None.

**H. PUBLIC HEARINGS:**

1. **Resolution No. 22-005:** Consideration of a resolution to recommend City Council review the need for an update to the 2006 City of Palmer Comprehensive Plan.

Public Hearing: Chair Peterson opened and closed the public hearing at 6:15; there was no public testimony.

Director Hanson provided background information regarding the 2006 Comprehensive Plan and reminded there is a motion on the table for the Commission’s further consideration and review of proposed Resolution 22-005. Regarding update versus rewrite, he recommended if the broad visioning goals are still appropriate, the plan should be updated as opposed to rewritten.

At-length discussion took place regarding the goals of the comprehensive plan and visioning for the future. There was consensus to recommend an update versus rewrite. It was recommended that the Update include a section itemizing what has been accomplished since 2006.

[Chair Peterson called a brief recess at 6:58 p.m. to consider wording for an amendment to proposed Resolution No. 22-005; the meeting resumed at 7:05 p.m.]

Following discussion and suggested minor revision of wording, the Commission settled on:

**Amendment to To amend proposed Resolution No. 22-005 to read as follows:**

**Motion on the Table:** NOW, THEREFORE, BE IT RESOLVED that the Palmer Planning and Zoning Commission does hereby recommend the City Council budget funds to facilitate an update to the 2006 City of Palmer Comprehensive Plan, ensuring continued success regarding the community’s vision that meets the City’s role in fundamental obligations.

Moved by:	Combs
Seconded by:	Mosher
Vote:	5 Yes (Peterson, Combs, McClain, Mosher, Murphy) 1 No (Jackson); Absent: Thom-Bernier
Action:	Motion Carried by roll call vote.

**Motion on the Table:**

**Main Motion: For Approval of Resolution No. 22-005, A Resolution to Review the Need for an Update to the 2006 City of Palmer Comprehensive Plan, As Amended.**

Moved by:	[Jackson]
Seconded by:	[Mosher]
Vote:	Unanimous (Peterson, Jackson, Combs, McClain, Mosher, Murphy); Absent: Thom-Bernier
Action:	Motion Carried by roll call vote.

2. **Resolution No. 22-006:** A Resolution of the Palmer Planning and Zoning Commission recommending City Council approve the August 2022 revisions and updates to the December 2017 Official Zoning Map.

Public Hearing: Chair Peterson opened and closed the public hearing at 7:15 p.m.; there was no public testimony.

Director Hanson provided background information and summarized the Resolution directing attention to packet for a listing of the proposed changes and responded to Commissioner questions.

There was discussion concerning road and traffic congestion within the city of Palmer, in particular Arctic Avenue, and what the Commission could provide in a resolution to the State DOT.

There being no further discussion, Chair Peterson called for the question.

**Main Motion: For approval of Resolution No. 22-006, A Resolution of the Palmer Planning and Zoning Commission recommending City Council approve the August 2022 revisions and updates to the December 2017 Official Zoning Map, and move forward to the City Council with a recommendation for adoption.**

Moved by:	Combs
Seconded by:	Jackson
Vote:	Unanimous (Peterson, Jackson, Combs, McClain, Mosher, Murphy); Absent: Thom-Bernier
Action:	Motion Carried by roll call vote.

- I. UNFINISHED BUSINESS:** None.
- J. NEW BUSINESS:** None.
- K. PLAT REVIEWS:** None.
- L. PUBLIC COMMENTS:** None.

**M. COMMISSIONER COMMENTS:**

**Chair Peterson:**

- Inquired if Director Hanson had the information from the Commission needed to draft a resolution to the State to help improve traffic congestion on Arctic Avenue.

Director Hanson informed he will contact the Regional Office of the State DOT to advise of a forthcoming Resolution and draft the Resolution; he will also inquire if there is a better mechanism to assure it is included in each of the updated plans as well.

**N. ADJOURNMENT:**

There being no further business, the meeting adjourned without objection at 7:38 p.m.

**APPROVED by the Planning and Zoning Commission this 20th day of October, 2022.**

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Casey Peterson, Chair

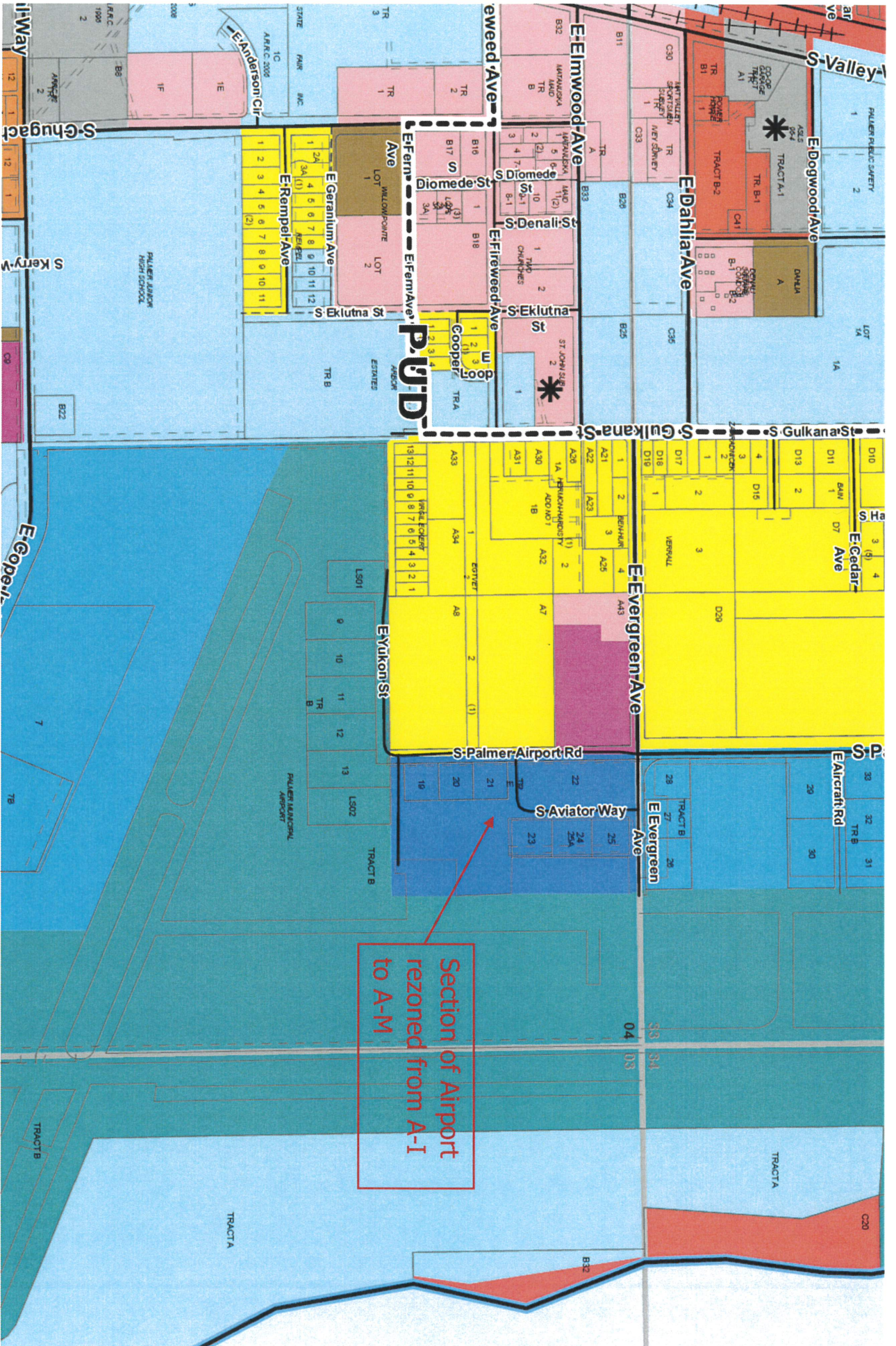
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Brad Hanson, Community Development Director

# ZONING MAP AMENDMENTS

No.	DATE	LEGAL DESCRIPTION	ACTION	SIGNATURE
18-002-Z-1	02/27/2018	Palmer Municipal Airport – Area Between Lines: North Line-N89°58'56"W; South Line-N89°58'53"W; West Line-N00°11'27"W; East Line-N00°01'15"E, located within Section 4, Township 17 North, Range 2 East	A-I to A-M	/S/
20-006	06/23/2020	Tax Parcel Tract 5, Cedar Hills Subdivision, Unit 2, Phase 1	CL to P	/S/
21-001	02/23/2021	CBD Boundary Amendment	Passed	/S/
21-014	07/27/2021	Lot 200, Block 1, Felton Addition Subdivision	R-3 to R-4	/S/
21-016	09/28/2021	Lot 7, Block 6, Snodgrass-Newcomb No.2 Subdivision	R-4 to C-G	/S/
22-002	04/12/2022	Lot 100, Block 1, Felton Addition Subdivision	R-3 to R-4	/S/
22-005	08/23/2022	Tax Parcel C-21, Township 18 North, Range 2 East, Section 33	C-L to C-G	/S/

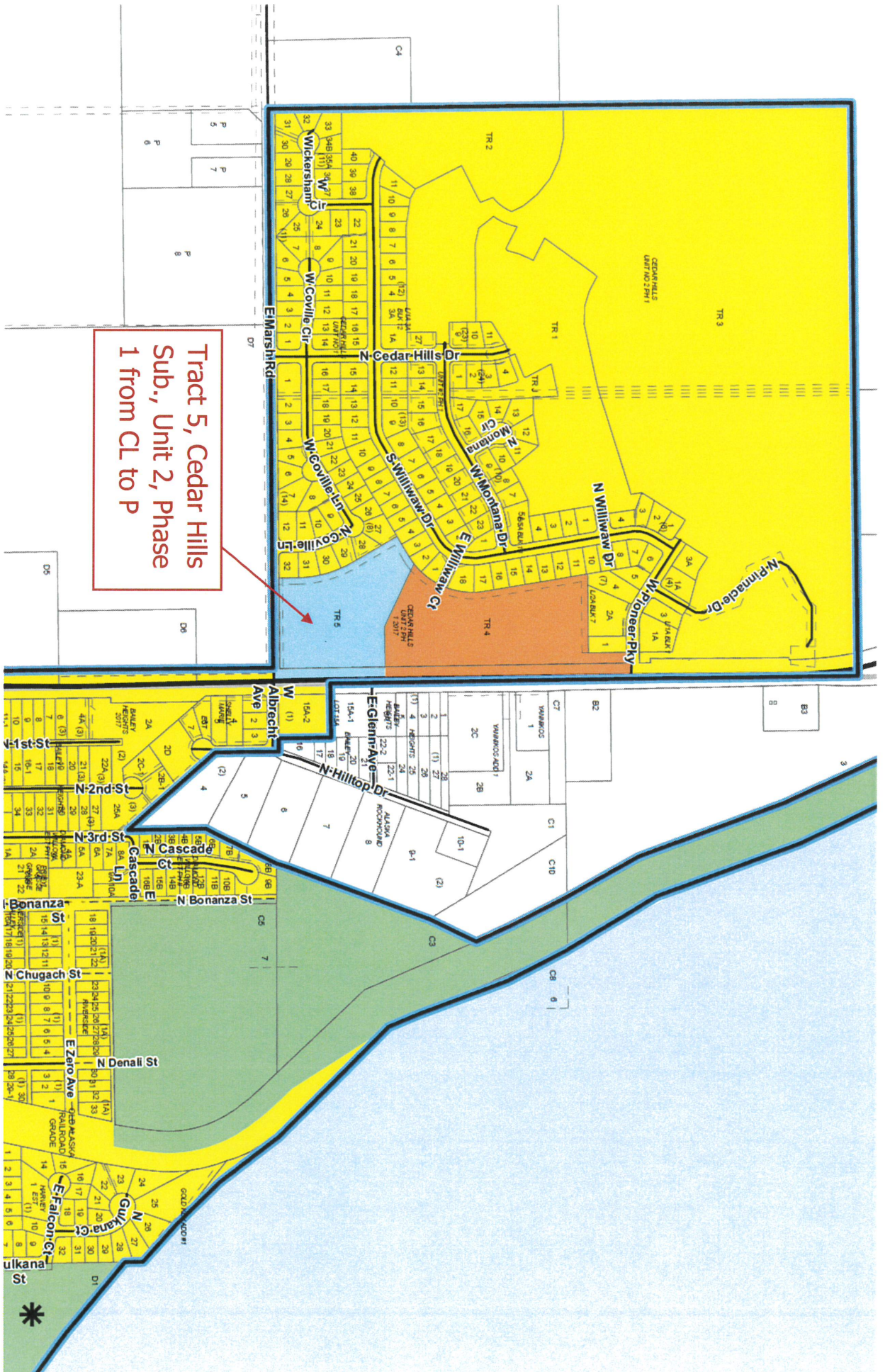




Section of Airport  
rezoned from A-I  
to A-M

Ordinance No. 18-002-Z-1 (02/27/2018)

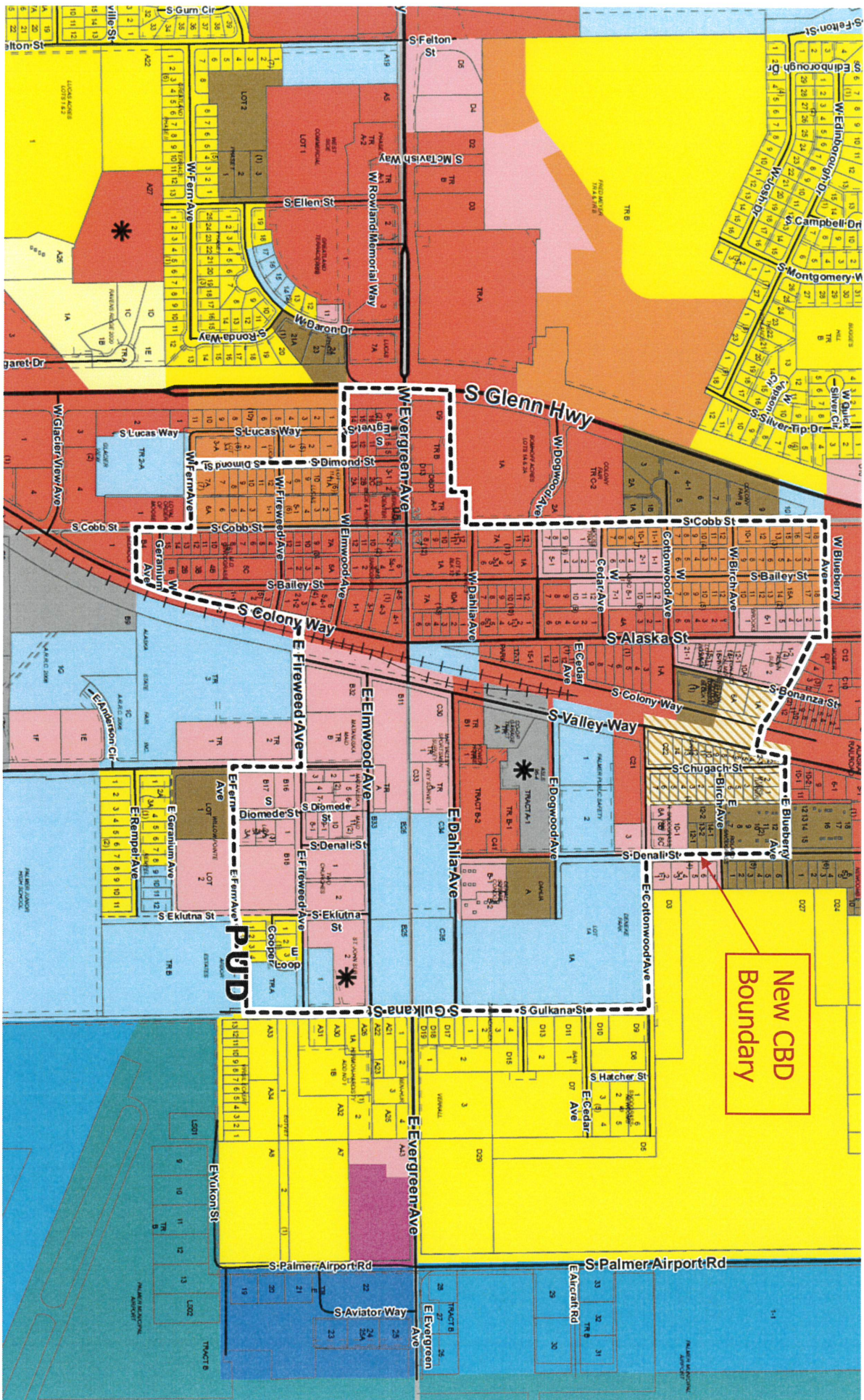




Tract 5, Cedar Hills  
Sub., Unit 2, Phase  
1 from CL to P

Ordinance No. 20-006 (06/23/2020)

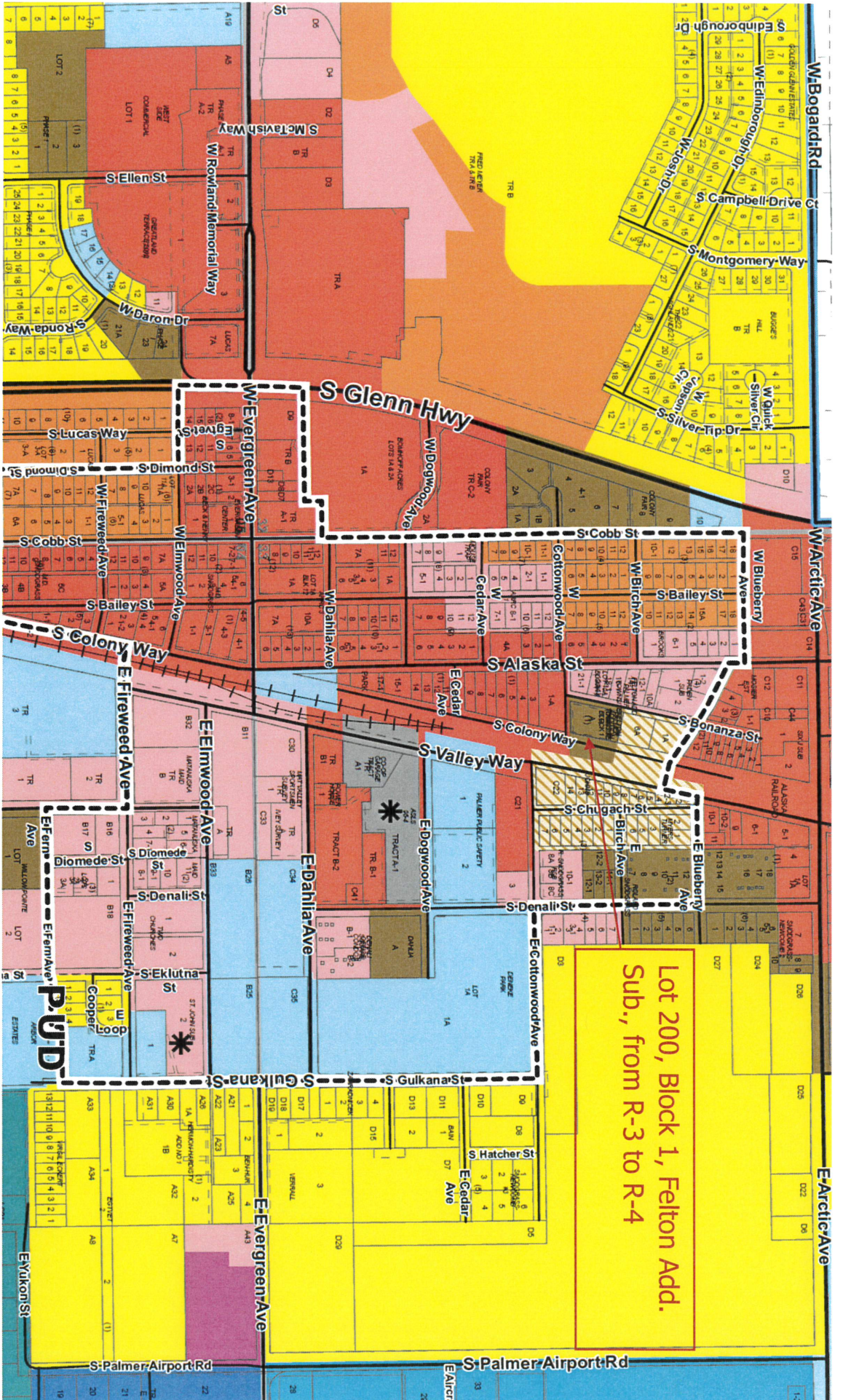




**New CBD  
Boundary**

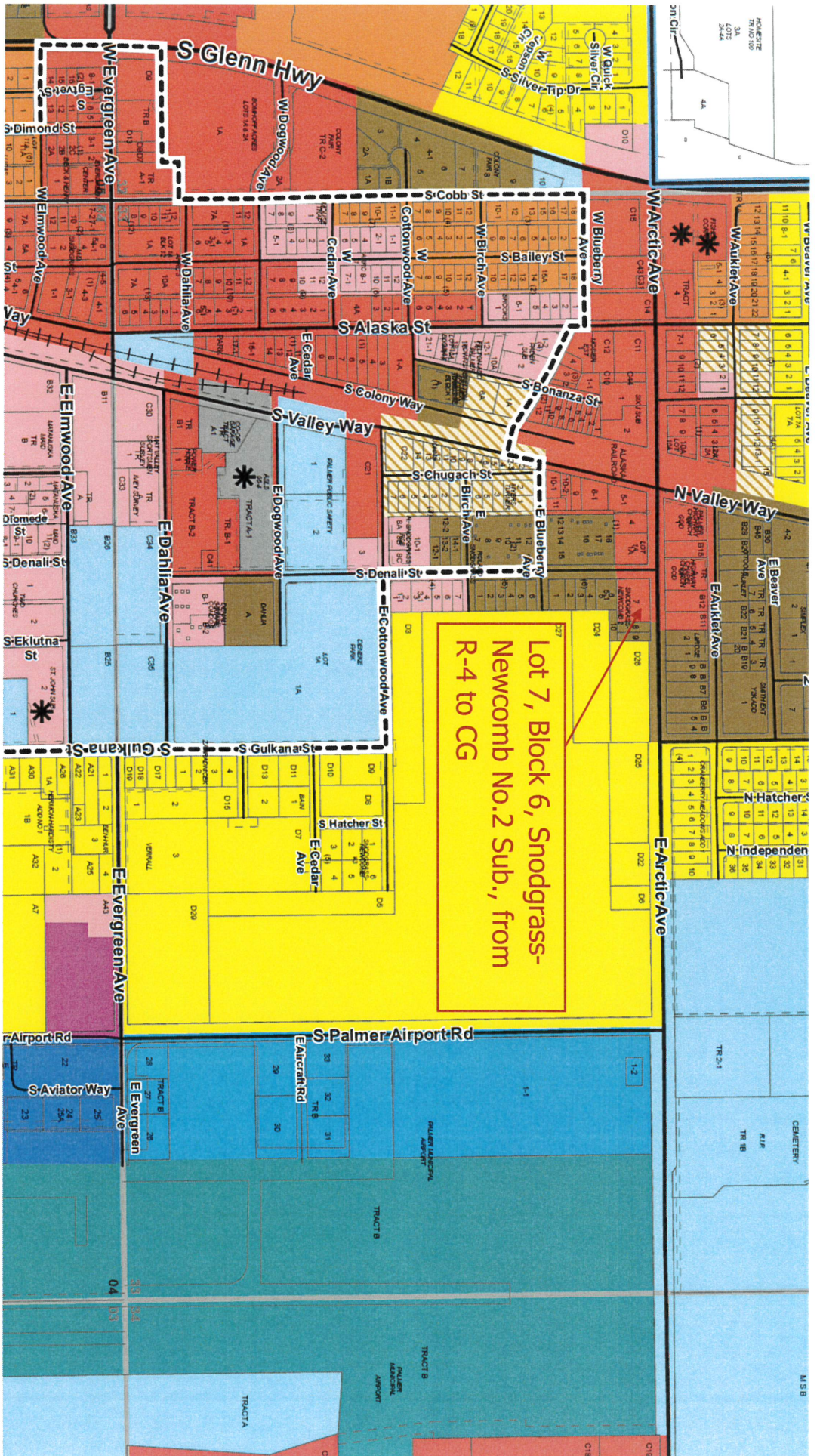
Ordinance No. 21-001 (02/23/2021)





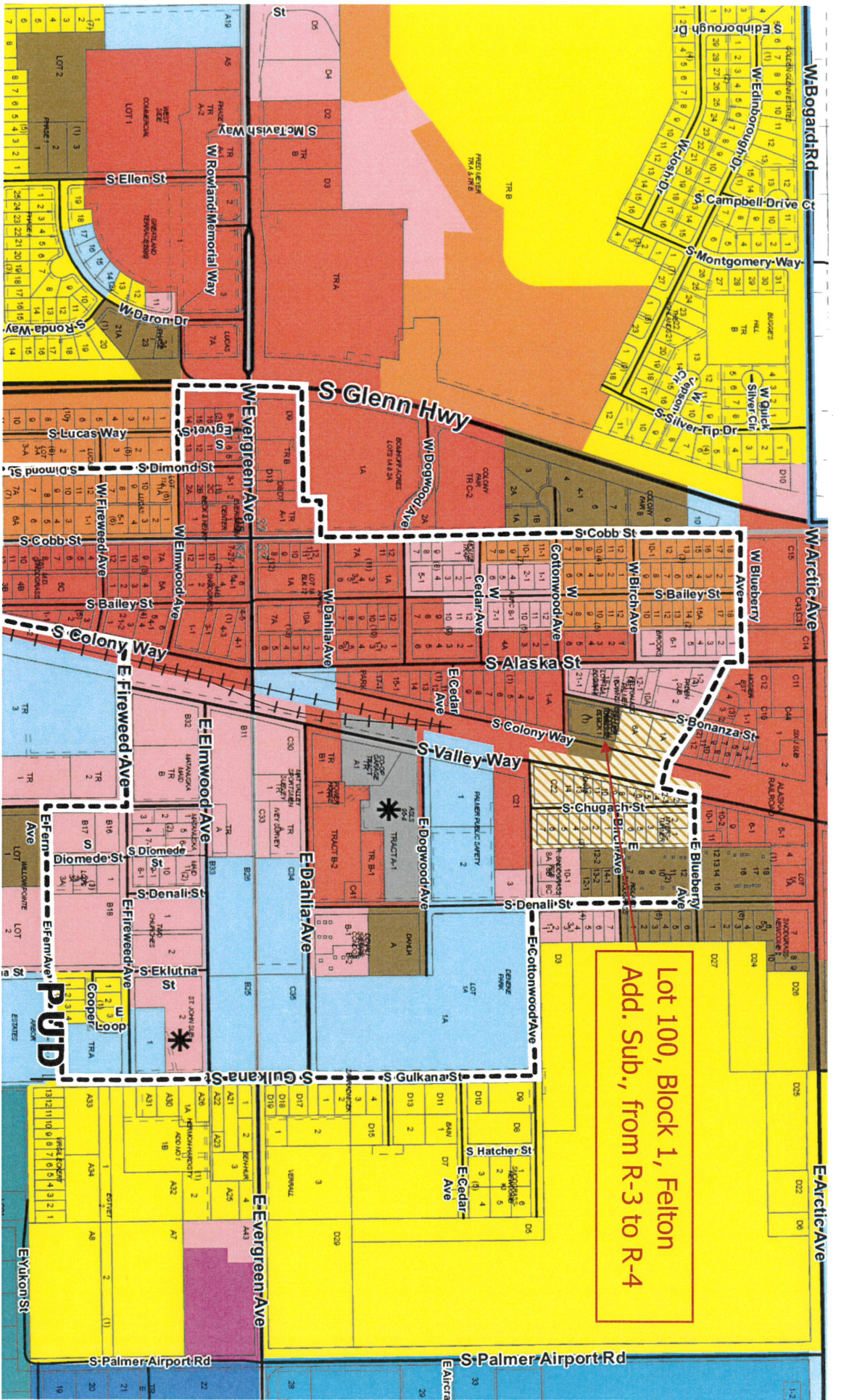
Ordinance 21-014 (07/27/2021)





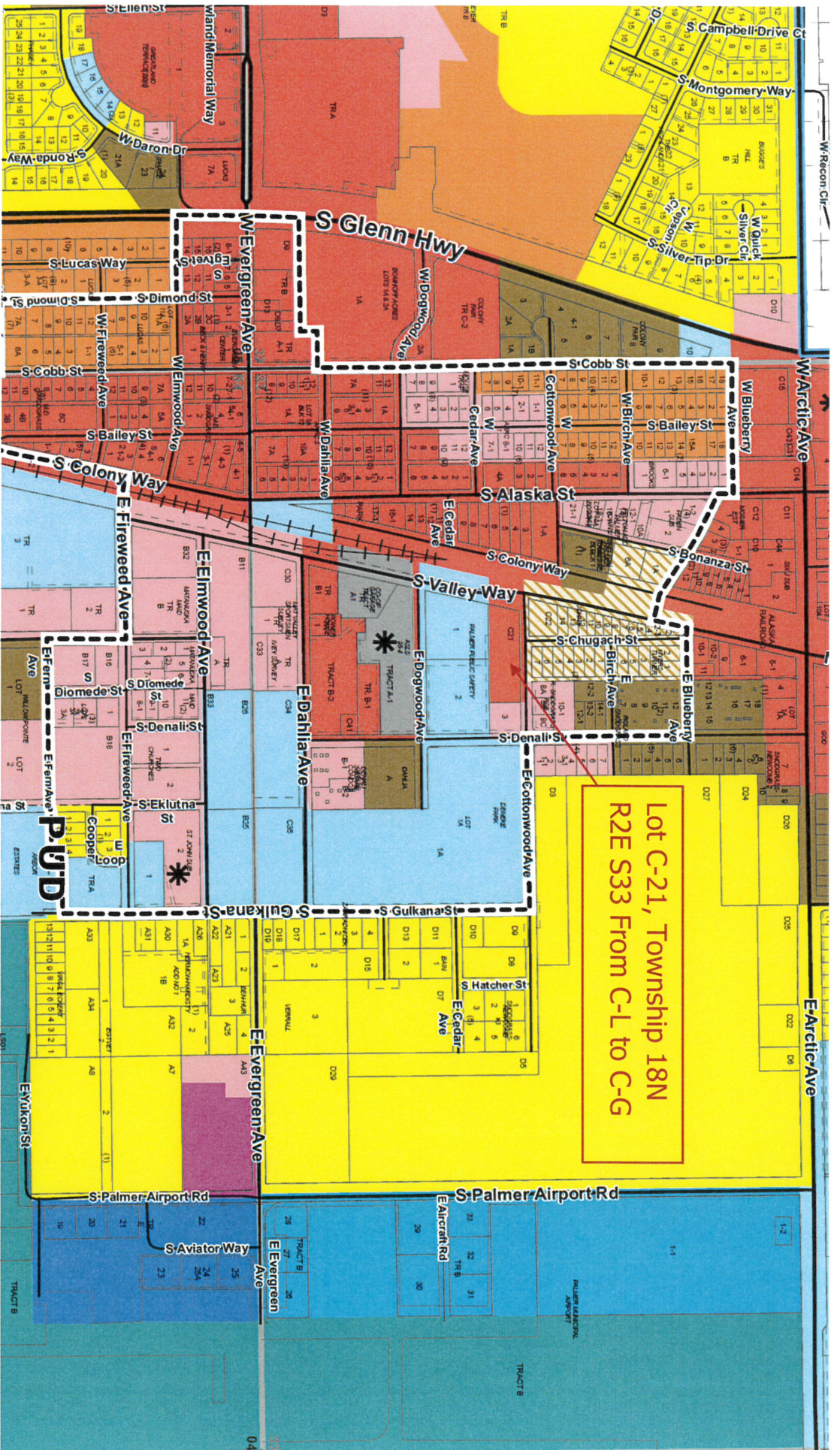
Ordinance 21-016 (09/28/2021)





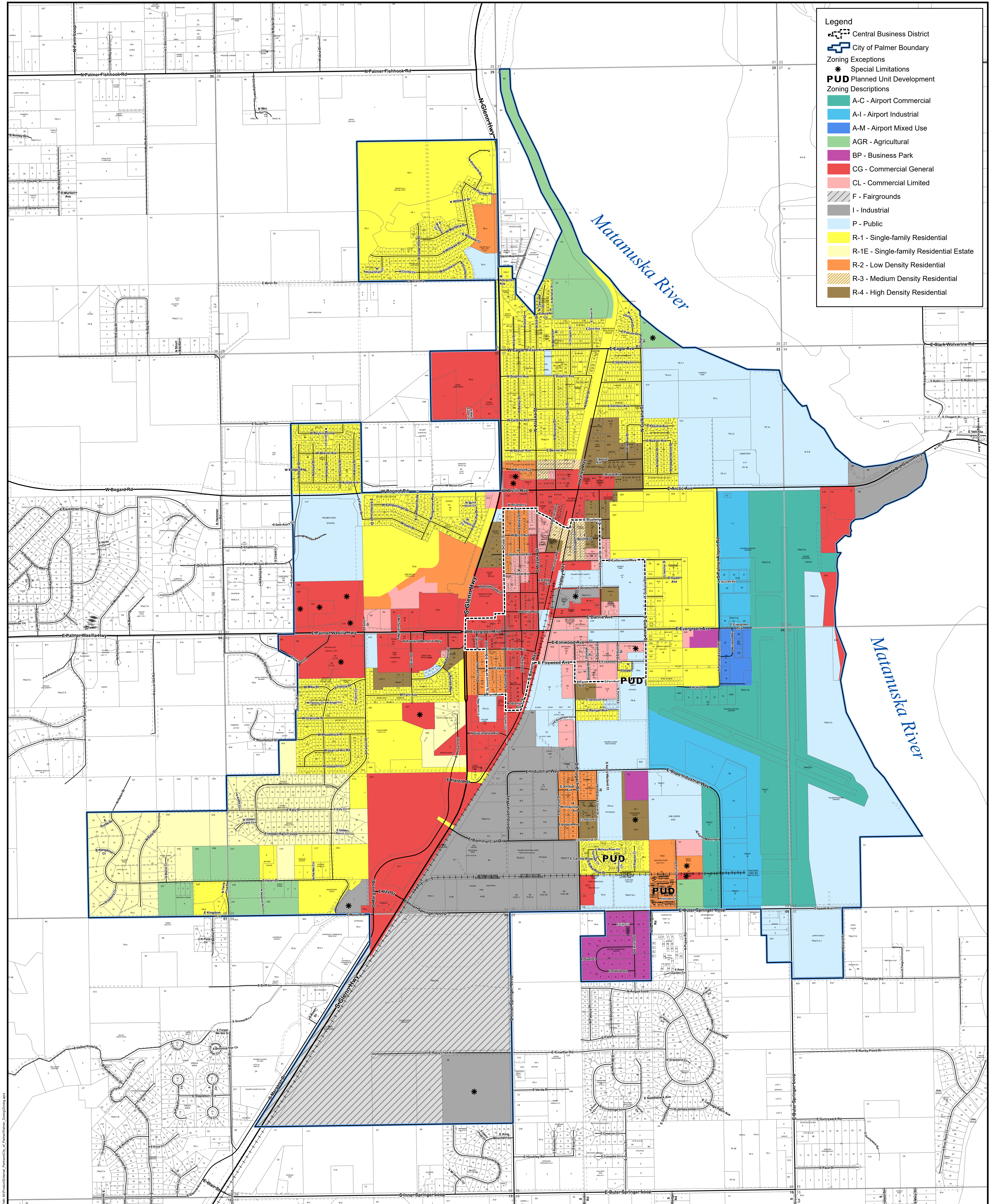
Ordinance No. 22-002 (04/12/2022)





Ordinance No. 22-005 (08/23/2022)

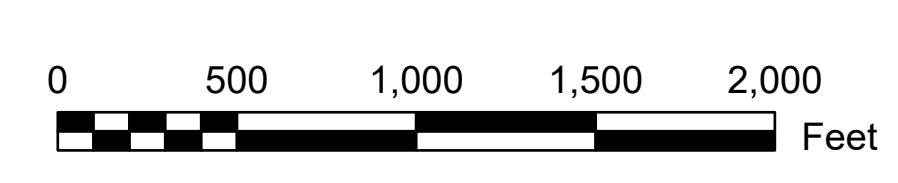
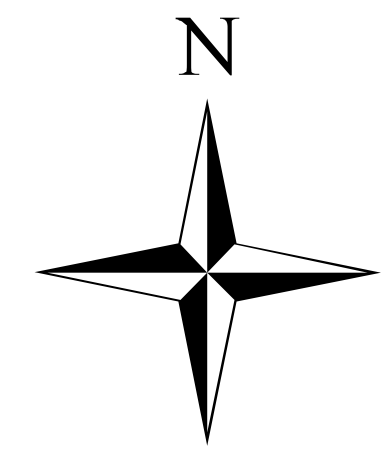




- Legend**
- Central Business District
  - City of Palmer Boundary
  - Zoning Exceptions**
  - \* Special Limitations
  - PUD** Planned Unit Development
  - Zoning Descriptions**
  - A-C - Airport Commercial
  - A-I - Airport Industrial
  - A-M - Airport Mixed Use
  - AGR - Agricultural
  - BP - Business Park
  - CG - Commercial General
  - CL - Commercial Limited
  - F - Fairgrounds
  - I - Industrial
  - P - Public
  - R-1 - Single-family Residential
  - R-1E - Single-family Residential Estate
  - R-2 - Low Density Residential
  - R-3 - Medium Density Residential
  - R-4 - High Density Residential



**City of Palmer**  
**Current Zoning Districts**  
**August 2022**



**DRAFT**

This is to certify that this zoning map supersedes and replaces the zoning map adopted December 12, 2017 as part of Ordinance 17-015 of the City of Palmer.

ATTEST:

Steve Carrington, Mayor City of Palmer      Shelly Acteson, City Clerk



## City of Palmer Proclamation

### RED RIBBON WEEK 2022

**Whereas**, alcohol and drug abuse affects individuals, families, and communities across the nation; and

**Whereas**, it is imperative that visible, unified efforts by community members be launched to prevent drug abuse; and

**Whereas**, Red Ribbons Week offers citizens the opportunity to demonstrate their commitment to drug-free lifestyles; and

**Whereas**, Red Ribbon Week will be celebrated in communities across the nation on October 23-31; and

**Whereas**, businesses, government, law enforcement, media, health care providers, religious institutions, schools, and other community-based organizations will demonstrate their commitment to healthy, drug-free lifestyles by wearing red ribbons and participating in prevention activities.

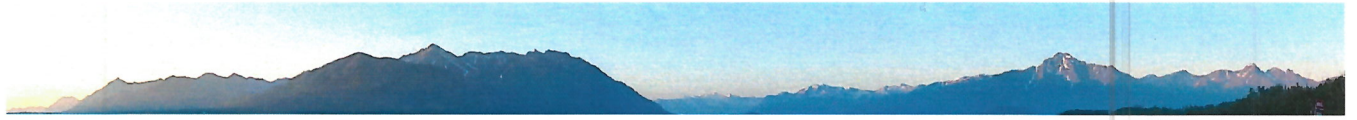
**NOW, THEREFORE**, I, Steve Carrington, Mayor of the City of Palmer, do hereby proclaim October 23<sup>rd</sup> through the 31<sup>st</sup>, 2022, as Red Ribbon Week.

\_\_\_\_\_  
Steve Carrington, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Shelly M. Acteson, City Clerk

\_\_\_\_\_  
Date



## **Mayor's Report for September 27, 2022**

### **Election Time in Palmer**

#### **Early In Person Voting:**

September 19th through October 3rd at Palmer City Hall, 231 W. Evergreen Ave.

Monday through Friday, 8:00 a.m through 5 p.m

#### **Election Day is October 4, 2022**

The polls are open from 7:00 a.m to 8:00 p.m. Below are the two City of Palmer precinct locations:

- 25-320: **Mat-Su Borough Administration Building Assembly Chambers (350 E. Dahlia Avenue)**
- 25-325: **Mat-Su Borough GYM (entrance off Dahlia Avenue)**

#### **State Fair Parade:**

This year the State Fair Parade in August was noticeably smaller than prior years. There has been some discussion wondering if this parade should continue as Palmer does have the Colony Days Parade and the Colony Christmas Parade. I understand the Alaska State Fair will be considering this. I will let you know when I hear more.

#### **Mat-Su Valley DEC MDT:**

Mat-Su Valley Drug Endangered Children's Multidisciplinary Team.

Government and their acronyms. Essentially this complex group is setup to allow officers as in our Palmer Police to call for assist when they are responding to a home with children to bring in referral agencies.



Currently the referral agencies are Alaska Youth & Family Network, Chickaloon Village Traditional Council, Knik Tribe and Set Free Alaska. One advantage is that referral agencies can be dispatched prior to OCS investigation.

**Upcoming Events:**

Mondays Happy Run: AKtive Soles Performance Footwear, 6 p.m.

Sept. 24 - 14th Annual Mat-Su Emergency Preparedness Expo, 1001 S Clapp St, Wasilla, 10 am – 3 pm

Greater Palmer Chamber of Commerce Luncheon Wednesday, Sept. 28

*Mayor Steve Carrington*

## Overview of Contractual Relationship with the Palmer Museum of History and Art

To: Palmer City Council

Date: Regular City Council Meeting September 27, 2022

Re: Overview of City of Palmer's Contract with the Palmer Museum

From: Sarah Heath, Esq., Palmer City Attorney

As requested, the following is a foundational overview of the current contractual relationship between the City of Palmer ("the City") and the Palmer Museum of History and Art ("PMHA"); for the purposes of facilitating Council understanding and discussion.

### Background:

On June 28, 2005, the City Council unanimously approved Resolution No. 05-017 authorizing the City to enter into a contract with the PMHA, an Alaska non-profit corporation, to be the official caretaker of all historical artifacts and museum properties for the City. That relationship was formalized by the execution on March 10, 2006, of an Agreement between the City and PMHA.

The purpose of this Agreement was to provide for the best interests of the City by creating a permanent house to catalog, preserve and protect those artifacts deemed to be of an historical nature to the creation, development, and continuance of the City of Palmer.

The 2006 Agreement provided for a total of five years in renewals but did not allow for extensions beyond five years without entering into a new Agreement. Since approval in 2006, the City Council has approved for funding amendments and renewal of the 2006 Agreement five (5) times: January 4<sup>th</sup> 2007; April 30<sup>th</sup> 2008; January 2<sup>nd</sup> 2009; March 12<sup>th</sup> 2010; December 28<sup>th</sup> 2010.

I am unclear of the status in 2011, however it appears the contractual relationship maintained under the terms of the 2006 Agreement.

In 2012, a new agreement was written incorporating many of the original elements of the 2006 contract but adding the following provisions:

1. An expansion of the duties of the PMHA to included museum services.
2. The PMHA will be able to use the City's building and property at 723 S. Colony Way to perform PMHA's duties under this Agreement.

3. Use of the 1.42-acre parcel and building located at 723 S. Colony Way by the PMHA for temporary events and special displays requires prior written approval by the City and any appropriate local, state, or federal permits.
4. This Agreement will extend until December 31, 2016, and may then be renewed in writing by both parties for an additional two (2) five (5) year periods.
5. The PMHA may not delegate duties or otherwise subcontract work or services under this Agreement without prior written approval by the City.
6. The City may monitor PMHA's compliance with this Agreement but shall not supervise or direct the PMHA except to provide recommendations and to provide approvals pursuant to this Agreement.

The 2012 Agreement is the active contractual agreement between the City and PMHA. This agreement does require to need annual appropriation by the City Council, which is done in the form of an Amendment.

The 2012 Agreement outlines duties of both the City and PMHA, including the process for termination of the Agreement, conflict resolution and barring any transfer or assignability of parties' responsibilities to another party. The 2012 Agreement was approved by the City Council on February 14<sup>th</sup>, 2012. The 2012 Agreement expired on December 31<sup>st</sup>, 2016, triggering the ability to renew in writing, signed by both parties, this Agreement for two additional five-year periods.

On January 11, 2022, the second five-year term was authorized to be renewed in Action Memorandum No. 22-003 by City Council.

The last appropriation was an annual payment of \$55,400 to PMHA to run the museum and fulfil this Agreement's duties; this was approved on January 11, 2022, as Amendment No. 10. All Amendments #1-10 are related to the funding section (II.F) of the 2012 Agreement which has been amended on an annual basis since 2012. No other amendments/modifications have been made.

#### Key Points of the Current Contractual Agreement:

Below is a brief outline of key clauses in the 2012 Agreement, this is not the full contract but a summary of duties and responsibilities without the legalese.

1. The PMHA provides services to the City as an Independent Contractor under the terms of this Agreement.
2. Duties of the Palmer Museum of History and Arts:
  - a. Complete an inventory or catalogue of all items in the Collection (2006, 2012)
  - b. Complete the registration of all items in the Collection (2006, 2012)
  - c. Collect and register items appropriate to the PMHA purposes as described in the PHHA collections policy. (2006, 2012)

- d. Develop and maintain displays of Collection items as public display (2006, 2012)
  - e. Hire staff to perform the duties under the Agreement (2006, 2012)
  - f. Present to the City by Sept. 15<sup>th</sup> a proposed work plan and budget. (2006, 2012)
  - g. Maintain accurate records for the City's grant of funds and make the records available for the City's review. (2006, 2012)
  - h. Provide for the proper care and custody of the City's collection of artifacts utilizing accepted archival practices. (2006, 2012)
3. Duties of the City of Palmer:
- a. The City retains ownership of the collection of Artifacts originally identified in the 2006 Agreement and those items subsequently acquired by PMHA under this agreement. (2006, 2012)
  - b. Pay the PMHA annually for expenses itemized in the annual budget. (2006, 2012)
  - c. This agreement is subject to the annual appropriation by the Council. (2006, 2012)
  - d. The City Manager is the designee to administer this Agreement. (2006, 2012)
4. Termination of Agreement:
- a. This Agreement may be terminated for cause if the PMHA shall violates any of their duties and covenants in the Agreement; in this event the City has the right to terminate this Agreement by giving written notices of at least 5 days.
  - b. This Agreement may be terminated at the convenience of the City at any time by giving written notice to the PMHA, in the event of this occurrence the City owes the PMHA all costs not yet paid for any work the PMHA has performed under this Agreement.
5. Modifications of this Agreement:

Modifications may be made only in the form of a written amendment signed by both parties.

\*Please note that the reference of (2006) and (2012) refer to the contract drafted that year contained the duties of the party reference. This is to illustrate the carryover in contract clauses from 2006.

**City of Palmer  
Ordinance No. 22-007**

**Subject:** Amending City of Palmer Municipal Code 3.12.032, Residential Real Property Exemption, To Increase the Assessed Value of a Single Parcel of Residential Real Property Owned and Occupied by the Owner of Record as the Owner's Permanent Place of Residence in the City from Sixty-Eight Thousand Dollars to One Hundred Twenty-Five Thousand Dollars

**Agenda of:** September 13, 2022

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

**Originator Information:**

**Originator:**    John Moosey, City Manager

**Department Review:**

<b>Route to:</b>	<b>Department Director:</b>	<b>Signature:</b>	<b>Date:</b>
_____	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:**

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

**Attachment(s):**

1. Ordinance No. 22-007

**Summary Statement/Background:**

Alaska community leaders including those in the City of Palmer have traditionally sought ways to encourage senior citizens to remain in the state when they retire rather than moving to the Lower 48 states. Currently the State of Alaska demands a \$150,000 exemption to Residential Real Property to benefits senior citizen and disabled veteran homeowners. This action assists both groups with the financial ability to stay in their homes longer.

The Matanuska-Susitna Borough enacted a change to increase the exemption limit after a citizen vote. The Matanuska Susitna Borough currently adds an additional \$114,000 exemption, for a total of \$264,000. The City of Palmer needs to also consider an increase to the exemption limit. Past reasons for the exemption revolve around cost mitigation including Alaska's high heating costs in the winter and transportation costs.

The Home Rule government system by which the City of Palmer operates permits these changes to occur through the authority of the City Council.

**Administration's Recommendation:**

Adopt Ordinance No. 22-007.



**LEGISLATIVE HISTORY**

Introduced by: John Moosey, City Manager  
Date: 9/13/2022  
Public Hearing: 9/27/2022  
Action:  
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

**Ordinance No. 22-007**

**An Ordinance of the Palmer City Council Enacting**

WHEREAS, Alaska community leaders including those in the City of Palmer have traditionally sought ways to encourage senior citizens to remain in the state when they retire rather than moving to the Lower 48 states; and

WHEREAS, Currently the State of Alaska demands a \$150,000 exemption to Residential Real Property for senior citizen and disabled veteran homeowners; and

WHEREAS, This action assists both groups with the financial ability to stay in their homes longer; and

WHEREAS, The Matanuska Susitna Borough recently added, via a vote of its' citizens, an additional \$114,000 exemption, for a total of \$264,000; and

WHEREAS, Past reasons for the exemption revolve around cost mitigation including Alaska's high heating costs in the winter and transportation costs; and

WHEREAS, The Home Rule government system by which the City of Palmer operates permits these changes to occur through the authority of the City Council.

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 3.12.032 is hereby amended to read as follows (new language is underlined and deleted language is stricken):

~~Sixty-eight~~ One Hundred Twenty-Five thousand dollars of assessed value of a single parcel of residential real property owned and occupied by the owner of record as the owner's permanent place of residence in the city shall be exempt from the city tax levy on real property within the city.

Section 4. Effective Date. Ordinance No. 22-0XX shall take effect upon adoption by the city of Palmer City Council.

**Passed and approved** this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

\_\_\_\_\_  
Steve Carrington, Mayor

\_\_\_\_\_  
Shelly Acteson, CMC, City Clerk

**City of Palmer  
Resolution No. 22-027**

**Subject:** Authorizing the City Manager to include Additive Alternate 2 to the contract awarded to Ahtna Construction in the Amount of \$88,000.00 for install of head bolt heaters in Apron E, at the Warren "Bud" Woods Palmer Municipal Airport


**Agenda of:** September 27, 2022

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

**Originator Information:**

**Originator:**    Rosalie Kelly, Airport Superintendent

**Department Review:**

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
X	Finance		09/14/2022
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

**Certification of Funds:**

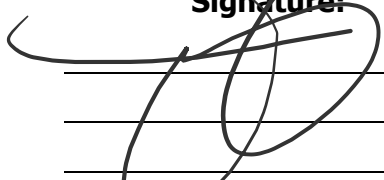
Total amount of funds listed in this legislation:    \$ **88,000.00**

- This legislation (√):
- Creates revenue in the amount of:                      \$ \_\_\_\_\_
  - Creates expenditure in the amount of:                      \$ **88,000**
  - Creates a saving in the amount of:                      \$ \_\_\_\_\_
  - Has no fiscal impact

- Funds are (√):
- Budgeted                      Line item(s):    01-01-10-6078 (Transfers Out); 30-00-00-3673 Transfers from Other Funds
  - Not budgeted                      30-30-10-6201 Headbolt Heaters Construction Exp

Director of Finance Signature: 

**Approved for Presentation By:**

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

**Attachment(s):**

1. Resolution No. 22-027

**Summary Statement/Background:**

The Warren "Bud" Woods Palmer Municipal Airport has been awarded a grant from the Federal Aviation Administration for the construction of Taxiway "N" November, Improvement of the Airport Drainage System, and construct of Apron E.

The Warren "Bud" Woods Palmer Municipal Airport currently has no head bolt heater locations. This Additive Alternate will include improvements to increase the safe transportation of aircraft during winter months. Additionally, will increase the desire for parking aircraft at the Palmer Municipal Airport.

**Administration's Recommendation:**

Approve Resolution No. 22-027

**LEGISLATIVE HISTORY**

Introduced by: Manager Moosey

Date: 9/27/2022

Action:

Vote:

Yes:

No:

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CITY OF PALMER, ALASKA

**Resolution No. 22-027**

**Authorizing the City Manager to include Additive Alternate 2 to the contract awarded to Ahtna Construction in the Amount of \$88,000.00 for install of head bolt heaters in Apron E, at the Warren "Bud" Woods Palmer Municipal Airport**

WHEREAS, an Airport Layout Plan has been developed by the City and approved by the FAA for the Warren "Bud" Woods Palmer Municipal Airport; and

WHEREAS, The Warren "Bud" Woods Palmer Municipal Airport has reached its' airside lease capacity; and

WHEREAS, The Warren "Bud" Woods Palmer Municipal Airport has been awarded a grant from the Federal Aviation Administration for the construction of Taxiway "N" November, Improvement of the Airport Drainage System, and construct of Apron E.; and

WHEREAS, The Warren "Bud" Woods Palmer Municipal Airport currently has no head bolt heater locations.; and

WHEREAS, This Additive Alternate 2(two) will include improvements to increase the safe transportation of aircraft during winter month; and

WHEREAS, Additionally, will increase the desire for parking aircraft at the Palmer Municipal Airport.

NOW, THEREFORE, BE IT RESOLVED by the Palmer City Council hereby Authorizing the City Manager to include Additive Alternate 2 to the contract awarded to Ahtna Construction in the Amount of \$88,000.00 for install of head bolt heaters in Apron E, at the Warren "Bud" Woods Palmer Municipal Airport

**Approved** by the Palmer City Council this \_\_\_\_ day of \_\_\_\_\_, 2022

\_\_\_\_\_  
Steve Carrington, Mayor

\_\_\_\_\_  
Shelly M. Acteson, CMC, City Clerk



**Attachment(s):**

1. Resolution No. 22-028

**Summary Statement/Background:**

City of Palmer residents approved an \$8,000,000 utility revenue bond for the wastewater utility in October 2020. The purpose of this bond was for the 2<sup>nd</sup> phase of the wastewater treatment plant facility for the installation of clarifiers as required as part of the City's consent decree. This project had a deadline of July 1, 2022.

The wastewater treatment plant facility phase 2 project was started in July of 2021. The funding sources set in place at that time included a \$1,580,000 loan from the general fund and a USDA grant for \$458,000 and a USDA loan for \$8,121,000.

In August of 2021 the City received the first tranche of Coronavirus State and Local Fiscal Recovery Funds (SLFRF) through the American Rescue Plan which could be used for water and wastewater infrastructure projects. The City chose to use these funds for the wastewater treatment plant facility phase 2 project. In January 2022, Council approved resolution number 22-006, for the General Fund to loan the second tranche of the SLFRF award which the City would not be receiving until August of 2022.

In April of 2022, the City public works director heard from the construction contractor that due to the supply chain the covers for the clarifiers would be delayed from the manufacturer until the fall of 2022. Also in April, Governor Dunleavy included a \$6,900,000 grant in the state's budget for the City's wastewater treatment plant facility phase 2 project. Receiving this grant will eliminate the need to take out a loan with USDA and in not doing so will lessen the burden on City utility customers. Also, the \$8,000,000 utility revenue bond that the voters approved will not be used but will be available for future use within the next 8 years.

The City initiated the grant agreement with the State of Alaska with resolution number 22-026 and the grant included expenses back to the April 15, 2022. Using the SLFRF funds and the initial loan from the General Fund, all the costs were covered except for \$161,184.00, prior to receiving the grant from the state.

Currently the Water Sewer Fund has a long-term loan of \$2,580,000 with the City's General Fund. This loan amount includes the \$1,580,000 that was loaned for the WWTP Phase 2 project and \$1,000,000 that was loaned for the first phase of the WWTP project when the Moving Bed Bioreactor (MBBR) was installed in 2017-2018. Once the Phase 2 clarifiers project is complete, the Water Sewer Fund will start the process of paying back the General Fund.

**Administration's Recommendation:**

Approve Resolution No. 22-028

**LEGISLATIVE HISTORY**

Introduced by: Manager Moosey  
Date: September 27, 2022  
Action:  
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

**Resolution No. 22-028**

**A Resolution of the Palmer City Council Amending the 2022 City of Palmer Budget for the Fiscal Year Ending December 31, 2022, by Appropriating \$161,184.00 from the General Fund Unassigned Fund Balance as a loan to the Water Sewer Fund for Additional City Funding for the Wastewater Treatment Plant Facility Phase 2 Clarifiers Project**

WHEREAS, the wastewater treatment plant facility is under a federal consent decree to install secondary clarifiers; and

WHEREAS, the funding for the wastewater treatment plant facility phase 2 project includes a loan from the general fund, funds from the American Rescue Plan and a grant from the State of Alaska; and

WHEREAS, an additional loan is required from the general fund unassigned fund balance in the amount of \$161,184 is needed due to the start date of the State of Alaska grant of April 15, 2022.

NOW, THEREFORE, BE IT RESOLVED by the Palmer City Council hereby amends the 2022 City of Palmer Budget for the fiscal year ending December 31, 2022, by appropriating \$161,184.00 from the general fund unassigned fund balance as a loan to the water sewer fund for the wastewater treatment plant facility phase 2 clarifiers project.

**Approved** by the Palmer City Council this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Steve Carrington, Mayor

\_\_\_\_\_  
Shelly M. Acteson, CMC, City Clerk



**City of Palmer  
Resolution No. 22-029**

**Subject:** A Resolution of the City of Palmer Encouraging the State of Alaska to Support the Designation of the MATSU Valley Planning for Transportation as the Metropolitan Planning Organization for the Matanuska-Susitna Borough Urbanized Area; And Allocate \$1 Million in State Funding for the Formation, Organization, and Operation of the MATSU Valley Planning for Transportation

**Agenda of:** September 27, 2022

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

**Originator Information:**

**Originator:**    John Moosey, City Manager

**Department Review:**

<b>Route to:</b>	<b>Department Director:</b>	<b>Signature:</b>	<b>Date:</b>
_____	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:**

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

**Attachment(s):**

1. Resolution No. 22-029

**Summary Statement/Background:**

The Mat-Su Pre-Metropolitan Planning Organization, MatSu Valley Planning for Transportation (MVP for Transportation), is seeking funding from the Governor of Alaska in the FY 2024 budget to support the formation and operations of the new Mat-Su Metropolitan Planning Organization (MPO).

MVP for Transportation is the group that has been planning for almost two years for the development of a new MPO within the Mat-Su Valley.

An MPO carries out the metropolitan (transportation) planning activities for the urbanized area. It is anticipated that the U.S. Census will designate some portion of the Mat-Su Borough core area as an urbanized area in December 2022.

With the urbanized area designation, an MPO must be formed and designated by the Governor within one year to receive federal transportation funding.

This will be the third designation of an MPO within the State; AMATS in Anchorage and FAST Planning in Fairbanks are the other two MPOs.

After many meetings and analysis of various organizational structures, the Pre-MPO Policy Board (listed below) unanimously supported the formation of the new MPO as a non-profit organization, like FAST Planning in Fairbanks.

This resolution is in support of a funding request to the State of Alaska to form and operate this new non-profit organization. Seed funding for the newly formed MPO is necessary because federal funding for planning projects for the MPO will come through the State of Alaska as a reimbursable grant.

As a new non-profit organization, MVP for Transportation will need to pay for initial operating expenses and cover the lag time between ADOT&PF reimbursements. These reimbursements can take up to six months. As a new organization, it will not have the resources to operate without seed funding.

The MVP for Transportation steering committee and the Pre-Policy board is requesting seed money from the Alaska Legislature in the amount of \$1,000,000 to support the formation of MVP for Transportation and to: Initiate the development of the short-term Transportation Improvement Program (TIP) and long-term Metropolitan Transportation Plan (MTP), as well as other plans as determined by the Policy Board of the MPO

- Hire an Executive Director to manage the organization in anticipation of receipt of annual federal Planning funds
- Provide membership fees and annual maintenance dues for the State of Alaska ADOT&PF, and others, to become members of the decision-making body of the MPO as members of the Policy Board
- Provide the non-federal share for Planning Funds and possibly capital funds into the future; and
- Operate the MPO

**Administration's Recommendation:**

Approve Resolution No. 22-029 supporting the formation of the MPO and for seed funding by the State of Alaska.

**LEGISLATIVE HISTORY**

Introduced by: Manager Moosey

Date: 9/27/2022

Action:

Vote:

Yes:

No:

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CITY OF PALMER, ALASKA

**Resolution No. 22-029**

**A Resolution of the Palmer City of Palmer Encouraging the State of Alaska To Support the Designation of the MATSU Valley Planning for Transportation as the Metropolitan Planning Organization for the Matanuska-Susitna Borough Urbanized Area; And Allocate \$1 Million in State Funding for the Formation, Organization, and Operation of the MATSU Valley Planning for Transportation**

WHEREAS, Federal Statutes require the state and the local governments to coordinate the planning and construction of all transportation facilities within the urbanized area with a continuing, cooperative, and comprehensive transportation planning process; and

WHEREAS, an MPO is generally comprised of representatives from local governments, transportation stakeholders and governmental transportation authorities that together represent at least 75 percent of the affected population; and

WHEREAS, an MPO has the purpose of ensuring regional cooperation in the transportation planning process and for providing a conduit for the federal funding of transportation projects and programs; and

WHEREAS, in October 2020, a Steering Committee was established, made up of transportation stakeholders of the region, whose mission is to guide the MPO formation process as it relates to presenting recommendations to the Pre-MPO Policy Board regarding the organizational and operational structure; and

WHEREAS, in September 2021, a Pre-MPO Policy Board was established and made up of local government officials, the State of Alaska Department of Transportation and Public Facilities, and multi-modal advocates to oversee the development of all federally required documents necessary to be designated by the Governor as the MPO of the Mat-Su urbanized area; and

WHEREAS, the Pre-MPO Policy Board, in October 2021, approved the name of the new MPO to be Matsu Valley Planning for Transportation (MVP for Transportation); and

WHEREAS, the Pre-MPO Policy Board, in March 2022, unanimously voted to adopt the formation of an independent 501(c)(3) organization for MVP for Transportation; and

WHEREAS, MVP for Transportation intends to submit an Operating Agreement to the Governor shortly

after the Urbanized Area is officially designated by the U.S. Census; and

WHEREAS, upon designation by the Governor as the new MPO for the Mat-Su urbanized area, MVP for Transportation will need to establish its office, hire staff, open a bank account, file Articles of Incorporation with the State of Alaska Department of Commerce Community and Economic Development Division of Corporations, obtain Business and Professional Licensing to become a non-profit corporation, and negotiate intergovernmental agreements to establish participation by member agencies and associated dues, so that transportation planning work can begin on behalf of the MPO; and

NOW, THEREFORE, BE IT RESOLVED that the City of Palmer supports the designation of MVP for Transportation as the MPO of the Mat-Su metropolitan planning area.

BE IT FURTHER RESOLVED that the City of Palmer supports the allocation of \$1,000,000 in capital funds from the State of Alaska to support the formation, organization, and operation of the MPO.

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

\_\_\_\_\_  
Steve Carrington, Mayor

\_\_\_\_\_  
Shelly Acteson, CMC, City Clerk

**City of Palmer  
Action Memorandum No. 22-054**

**Subject:** Authorizing Utility Connection for Quantum Laundry Lounge, Located at 2151 South Woodworth Loop, Palmer, Alaska.

**Agenda of:** September 13, 2022

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

**Originator Information:**

**Originator:**    John Moosey, City Manager

**Department Review:**

<b>Route to:</b>	<b>Department Director:</b>	<b>Signature:</b>	<b>Date:</b>
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

**Certification of Funds:**

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

This legislation (√):

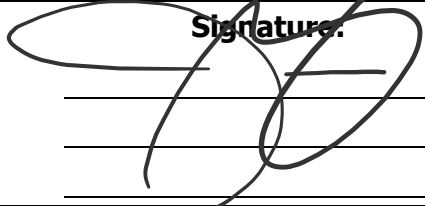
- Creates revenue in the amount of:                      \$ \_\_\_\_\_
- Creates expenditure in the amount of:                      \$ \_\_\_\_\_
- Creates a saving in the amount of:                      \$ \_\_\_\_\_
- Has no fiscal impact

Funds are (√):

- Budgeted                      Line item(s): \_\_\_\_\_
- Not budgeted                      \_\_\_\_\_

Director of Finance Signature: 

**Approved for Presentation By:**

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

**Attachment(s):**

1. Acculogic Laundry Break
2. Acculogic Laundry Color Safe Bleach
3. Acculogic Laundry Destainer
4. Acculogic Laundry Detergent
5. Acculogic Laundry Rust Removing Sour
6. Acculogic Laundry Softner SDS
7. Land Survey
8. Low Salt Sodium Hypochlorite 12.5% SDS
9. SDS-19270-Synergy-EN

**Summary Statement/Background:**

Quantum Laundry will be servicing large commercial operations throughout Mat-Su and reaching into the northern part of the Municipality of Anchorage. To provide this needed service, Quantum Laundry will need approval from the City Council to connect to our utilities per City Code. This customer will be a benefit to the City's water and wastewater enterprise operation. The Manager is recommending City Council approval.

**Administration's Recommendation:**

Approve Action Memorandum No. 22-054.

**City of Palmer  
Action Memorandum No. 22-055**

**Subject:** Authorizing the City Manager to Execute a Contract with Cree Lighting c/o Arctic Sales, Inc. for 28 CREE LED Street Luminaries and replacement drivers for existing streetlights for a total cost of \$31,428.00

**Agenda of:** September 27, 2022

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

**Originator Information:**

**Originator:** Jude Bilafer, Director of Public Works

**Department Review:**

<b>Route to:</b>	<b>Department Director:</b>	<b>Signature:</b>	<b>Date:</b>
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
X	Public Works	JPB	09/15/2022

**Certification of Funds:**

Total amount of funds listed in this legislation:    \$ 31,428.00

This legislation (✓):  
 Creates revenue in the amount of:                    \$ \_\_\_\_\_  
 Creates expenditure in the amount of:                \$ 31,428.00  
 Creates a saving in the amount of:                    \$ \_\_\_\_\_  
 Has no fiscal impact

Funds are (✓):  
 Budgeted                  Line item(s): 01-17-40-6045  
 Not budgeted

Director of Finance Signature: *[Signature]*

**Approved for Presentation By:**

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

**Attachment(s):**

1. Cree Lighting Quote c/o Arctic Sales, Inc.

**Summary Statement/Background:**

Staff is requesting the Approval to Purchase 28 new LED Street Light Luminaries and 30 replacement drivers for existing streetlights direct from Cree Lighting. Arctic Sales provided a lump sum quote of \$31,428.00 for 28 Cree STRLWY & XSPLG to fit existing horizontal tenon mounted light poles for collector streets and residential streets. Also included in quote are 30 replacement LED Drivers for existing units over 10-years-old and in need of replacement.

The department of Public Works will be removing existing Beta area parking lot lights installed in 2009 and install new Cree LED street light luminaries on Lucas Street, South Cobb Street, West Fireweed Avenue and West Elmwood Avenue Area and replacing additional burnt-out drivers at various locations.

Palmer Municipal Code allows for governmental and proprietary procurements. A sole source purchase as provided in PMC 3.21.230 A.3., is appropriate in this case to assure the procurement of equipment that is consistent with the previous light fixture purchases to reduce repair part inventory and improve efficiency in maintaining these fixtures.

**Administration's Recommendation:**

To Approve Action Memorandum No. 22-055 which authorizes the City Manager to Execute a Contract with Cree Lighting c/o Arctic Sales, Inc for 28 LED Street Light Luminaries and drivers for a total cost of \$31,428.00



Date: Aug 30, 2022

Quote: ARCT22-5903-2

# Quote

Page 1/1



Arctic Sales, Inc.  
12330 Old Glenn HWY Unit 8  
Eagle River AK 99577  
Phone: 907-694-7424  
Fax: N/A  
**From: Robert Schnell**  
**Quoter Ph: 907-694-7424**  
**Email: arctic@arcticsales.net**

**Project** City of Palmer - STR LWY 08  
**Location**  
**Quote** ARCT22-5903-2

**To:** Greg Wickham  
Email: gwickham@palmerak.org

**For**  
**Bid Date** Aug 23, 2022  
**Expires** Sep 22, 2022

QTY	Type	MFG	Part	Price	UQ	ExtPrice
18		CREE	STR-LWY-3M-HT-08-E-UL-SV-525 <b>Line Note:</b> 10 year warranty on fixture and finish	\$1,011.00		\$18,198.00
26		CREE	XA-XSLDR80UC <b>Line Note:</b> 6-8 week lead time	\$267.00		\$6,942.00
4		CREE	XA-XSLD120VC <b>Line Note:</b> 6-8 week lead time	\$282.00		\$1,128.00
10		CREE	XSPLG-D-HT-2ME-18L-57K7-UL-SV-N-Q2	\$516.00		\$5,160.00
<b>Total:</b>						<b>\$31,428.00</b>

**Notes:**

Freight allowed to Palmer. Estimated 6-8 weeks to ship.

Thank you!

Robert

**Terms and conditions of sale:**

Quote is valid for 30 days. Any material changes requires re-quote.

\*Please reference quote # on purchase order.

**City of Palmer  
Action Memorandum No. 22-056**

**Subject:** Authorizing Utility Connection for Mat-Su Performing Arts Center, Located at 14263 E Outer Springer Loop, Palmer, Alaska.

**Agenda of:** September 27, 2022

**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 (√):

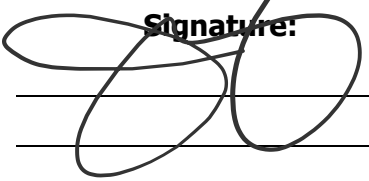
- Creates revenue in the amount of:                      \$ \_\_\_\_\_
- Creates expenditure in the amount of:                      \$ \_\_\_\_\_
- Creates a saving in the amount of:                      \$ \_\_\_\_\_
- Has no fiscal impact

Funds are (√):

- Budgeted                      Line item(s): \_\_\_\_\_
- Not budgeted                      \_\_\_\_\_

Director of Finance Signature: 

**Approved for Presentation By:**

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

**Attachment(s):**

1. Site Plan

**Summary Statement/Background:**

Mat-Su Performing Arts Center is currently in design and requesting permission to connect to the existing waste water system running alongside the property limits. This facility will serve the local community by offering a location to support theatrical arts, events and music programs. This customer will be a benefit to the City's wastewater enterprise operation. The Manager is recommending City Council approval.

**Administration's Recommendation:**

Approve Action Memorandum No. 22-056

**City of Palmer  
Action Memorandum No. 22-057**

**Subject:** Authorizing the City Manager to Execute a Contract with Eagle View Excavation in the Amount of not to exceed \$90.00 per hour per truck for City Snow Haul Services

**Agenda of:** September 27, 2022

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

**Originator Information:**

**Originator:**    Jude Bilafer, Director of Public Works

**Department Review:**

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
X	Public Works	<i>JPB</i>	09/15/2022

**Certification of Funds:**

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

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

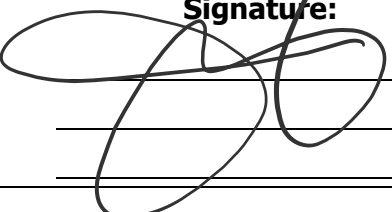
Funds are (√):

Budgeted                      Line item(s): Roads 01-17-40-6030 & Airport 03-01-10-6030

Not budgeted                      \_\_\_\_\_

Director of Finance Signature: *[Signature]*

**Approved for Presentation By:**

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

**Attachment(s):** none.

Bid tabs:

Eagle View Excavation \$90.00 per hour per truck.

Dirtworks Inc. \$125.00 per hour per truck.

**Summary Statement/Background:**

Staff is requesting the Approval for Snow Haul Service for the City of Palmer. This is an annual contract the City of Palmer Awards with an option to renewal for two consecutive years. The Contractor will be used in an "On-call" basis for snow hauling during winter snow removal events.

An invitation to bid was posted for two weeks and the City of Palmer received two bids which were reviewed by City Staff. Eagle View Excavation had the lowest bid at \$90.00 per hour per truck. Eagle View Excavation has had the Snow Haul Contract for the Past 3 years.

Public Works Maintenance Superintendent will be responsible for call outs and overseeing contractors snow haul on City Streets and Palmer Municipal Airport Parking Aprons.

**Administration's Recommendation:**

To Approve Action Memorandum No. 22-057