

Mayor Edna B. DeVries
Deputy Mayor Pete LaFrance
Council Member Julie Berberich
Council Member Steve Carrington
Council Member Linda Combs
Council Member Sabrena Combs
Council Member David Fuller

City Attorney Michael Gatti
City Clerk Norma I. Alley, MMC
City Manager Nathan Wallace

City of Palmer, Alaska
City Council Meeting
February 26, 2019, at 7 PM
City Council Chambers
231 W. Evergreen Avenue, Palmer
www.cityofpalmer.org

AGENDA

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF AGENDA

1. Approval of Consent Agenda
 - a. **Action Memorandum No. 19-023:** Authorizing the City Manager to Purchase One New Police Patrol Vehicle and Equipment in the Amount of \$52,357.00 Under the Governmental and Proprietary Procurements Section of Palmer Municipal Code 3.21.230, by Attaching to the State of Alaska Contract Pricing Page 3
 - b. **Action Memorandum No. 19-024:** Authorizing the City Manager to Negotiate and Enter into a Contract with Bering Marine Corporation for the Purchase and Delivery of 175 Tons of Road Salt in the Amount of \$29,452.50..... Page 9
 - c. **Action Memorandum No. 19-025:** Authorizing the City Manager to Sign Amendment No. 1 to the Contract for Services with Greene Garden Services to Reflect Payments for 2019 Page 13
 - d. **Action Memorandum No. 19-026:** Accepting Board Member Denise Christopher's Resignation from the Parks, Recreation and Cultural Resources Advisory Board Page 15
2. Approval of Minutes of Previous Meetings
 - a. January 22, 2019, Regular Meeting..... Page 17

E. COMMUNICATIONS AND APPEARANCE REQUESTS

1. Presentation of a Proclamation to the Palmer High School Hockey Team for their Achievement as the Southcentral Conference Champions Page 21
2. Presentation from Palmer High School Principal Paul Reid Regarding the MSB School District School Resource Officer
3. Presentation from Drug Enforcement Agency Special Agent Tom Olsen Regarding DEA Opioid Diversion Task Force

F. REPORTS

4. City Manager's Report
5. City Clerk's Report
6. Mayor's Report
7. City Attorney's Report

G. AUDIENCE PARTICIPATION

H. NEW BUSINESS

1. **Action Memorandum No. 19-027:** Approving a Council Community Grant in the Amount of \$2,000.00 to Mat-Su Miners Baseball to Support the 2019 Mayor’s Green Day GallopPage 23
2. **Action Memorandum No. 19-028:** Directing the City Clerk to Notify the State of Alaska of the City Council’s Statement of Non-Objection to Liquor License No. 5032 for Arkose Brewery, Located at 650 E.Steel Loop.....Page 31
3. **Action Memorandum No. 19-029:** Directing the City Clerk to Notify the State of Alaska of the City Council’s Statement of Non-Objection to Liquor License No. 744 for Loyal Order of Moose Lodge #793, Located at 1136 S. Cobb Street.....Page 37

I. RECORD OF ITEMS PLACED ON THE TABLE

J. AUDIENCE PARTICIPATION

K. COUNCIL MEMBER COMMENTS

L. ADJOURNMENT

Tentative Future Palmer City Council Meetings

Meeting Date	Meeting Type	Time	Notes
March 12	Joint	6 pm	PRCRAB
March 12	Regular	7 pm	
March 26	Regular	7 pm	
April 9	Regular	7 pm	
April 16	Joint	6 pm	PZC
April 23	Regular	7 pm	
May 14	Regular	7 pm	
May 28	Regular	7 pm	
June 11	Regular	7 pm	
June 25	Special	6 pm	Audit Presentation
June 25	Regular	7 pm	
July 9	Special	6 pm	Mid-Year Budget Review
July 9	Regular	7 pm	
July 23	Special	6 pm	2020 Budget Planning Priorities
July 23	Regular	7 pm	
Aug 13	Regular	7 pm	
Aug 27	Regular	7 pm	
Sept 10	Regular	7 pm	
Sept 24	Regular	7 pm	

**City of Palmer
Action Memorandum No. 19-023**

Subject: Authorizing the City Manager to Purchase One New Police Patrol Vehicle and Equipment in the Amount of \$52,357.00 Under the Governmental and Proprietary Procurements Section of Palmer Municipal Code 3.21.230, by Attaching to the State of Alaska Contract Pricing

Agenda of: February 26, 2019

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




Originator Information:

Originator: City Manager

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
<u> X </u>	Finance		<u>01/31/19</u>
_____	Fire	_____	_____
<u> X </u>	Police		<u>1-31-19</u>
_____	Public Works	_____	_____

Approved for Presentation By:

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

Certification of Funds:


Total amount of funds listed in this legislation: \$ **52,357.00**

This legislation (√):

<input type="checkbox"/>	Creates revenue in the amount of:	\$ _____
<input checked="" type="checkbox"/>	Creates expenditure in the amount of:	\$ <u>52,357.00</u>
<input type="checkbox"/>	Creates a saving in the amount of:	\$ _____
<input type="checkbox"/>	Has no fiscal impact	

Funds are (√):

<input checked="" type="checkbox"/>	Budgeted	Line item(s): <u>09-01-10-6048</u>
<input type="checkbox"/>	Not budgeted	_____

Director of Finance Signature: 

Attachment(s):

- Kendall Quote

Summary Statement/Background:

In the 2019 City of Palmer Council approved budget, funds were budgeted for the purchase of one new police patrol vehicle.

This action memorandum authorizes the City Manager to purchase one new police vehicle from Kendall Ford at a cost of \$34,844.00 using the current State of Alaska contract pricing. This action memorandum also authorizes additional funds in the amount of \$17,513.00 to be used for the purchase and installation of the emergency vehicle equipment required for safe patrol operations. The emergency equipment and installation will be from Alaska Safety Inc., also using current State of Alaska contract pricing.

The City of Palmer Administration chose to take advantage of its ability to attach to the State of Alaska contract for purchase of patrol vehicles for the following reasons:

- The City of Palmer did not bear the expense and resources of preparing and carrying out the typical bid process;
- The City of Palmer, by attaching itself to the State of Alaska that purchases many light duty vehicles per year, enjoys a greater discount versus buying patrol vehicles every few years; and
- The City of Palmer benefits from the fact that the State of Alaska procurement is locked into fuel, freight, and production rates based on last fall's pricing that is normally lower than the escalating fuel and steel surcharges that have increased shipping and production costs.

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. (Ord. 644 § 4, 2004)

Administration's Recommendation:

Approve Action Memorandum No. 19-023

SEF-1991

Kendall Ford oo Anchorage, Ray Marcum (907) 793-8213

Replacing: _____

1 or 0	Description	Cost	PO Total
FORD RESPONDER HYBIRD SEDAN FWD MODEL P0A			
0	Ford Resonder FWD,2.0L iVCT Atkinson I-4 Hybrid , White w/Black Hood	\$ 29,112.00	\$ -
0	Ford Resonder FWD,2.0L iVCT Atkinson I-4 Hybrid, Random Color	\$ 28,812.00	\$ -
0	Ford SYNC	Included	Included
0	Rearview camera	Included	Included
0	Remote Keyless Entry	Included	Included
0	Front Headlamp Lighting Solution	\$ 841.00	\$ -
0	Rear Lighting Solution	\$ 456.00	\$ -
0	Tail Lamp Lighting Solution	\$ 430.00	\$ -
0	Ready For The Road Package	\$ 3,595.00	\$ -
0	Side Marker LED - Sideview Mirrors	\$ 285.00	\$ -
0	100 Watt Siren/Speaker w/Bracket & Pigtail	\$ 277.00	\$ -
0	Reverse Sensing System	\$ 277.00	\$ -
0	Spot lamp	\$ 330.00	\$ -
0	Daytime running lights	\$ 49.00	\$ -
0	Road Ready Package (Package 67h)	\$ 3,470.00	\$ -
FORD EXPEDITION, 4x4, SPECIAL SERVICE PACKAGE MODEL U1G			
0	Ford Expedition, 4x4, Special Service Package, White w/Black hood	\$ 39,496.00	\$ -
0	Ford Expedition, 4x4, Special Service Package, Random Color	\$ 39,196.00	\$ -
0	2nd and 3rd row seat cloth	\$ 815.00	\$ -
0	Ford SYNC with Reverse Sensing System	Included	Included
0	Rearview Camera	Included	Included
0	Daytime Running Lights	\$ 42.00	\$ -
0	Running Boards	\$ 405.00	\$ -
FORD EXPLORER, AWD, Police Interceptor MODEL K8A			
0	Ford Explorer, 3.3L V6 White w/Black Hood	\$ 34,799.00	\$ -
0	Ford Explorer, 3.3L V6, Random Color	\$ 34,399.00	\$ -
0	Engine 3.5L, EcoBoost, V6	\$ 4,320.00	\$ -
0	Engine 3.3L V6	\$ 3,530.00	
0	Ford SYNC	Included	Included
0	Reverse Sensing System	\$ 270.00	\$ -
0	Rearview Camera in center stack	Included	Included
0	Rearview Camera in mirror (option 87R)	no charge	no charge
0	Remote Keyless Entry (w/o keypad,)	\$ 332.00	\$ -
0	Spot Lamp	\$ 385.00	\$ -
0	Dual (Driver & Passenger) LED Spot Lamps (Unity)	\$ 583.00	
0	Daytime Running Lights	\$ 42.00	\$ -
0	Road Ready	\$ 3,429.00	\$ -
0	Ballistic Door Panels, Driver Only level III	\$ 1,506.00	\$ -
0	Ballistic Door Panels, Driver and Front Passenger level IV	\$ 3,012.00	\$ -
0	Ballistic Door Panels, Driver Only level III	\$ 2,275.00	\$ -
0	Ballistic Door Panels, Driver and Front Passenger level IV	\$ 4,540.00	\$ -
0	Heated mirrors	\$ 60.00	\$ -
0	Front Headlamp Lighting Solution	\$ 841.00	\$ -
0	Tail Lamp Lighting Solution	\$ 404.00	\$ -
0	Rear Lighting Solution	\$ 428.00	\$ -
0	BLIS Blind Spot Monitoring w/Cross Traffic Alert	\$ 512.00	\$ -
0	Police Perimeter Alert	\$ 634.00	\$ -
0	Police Engine Idle Feature	\$ 260.00	\$ -
0	100 Watt Siren/Speaker w/Bracket & Pigtail	\$ 315.00	\$ -
0	Trailer Towing Package with Class III Hitch	\$ 350.00	\$ -
FORD F150 SUPERCREW 3.5L EcoBoost, 4x4, MODEL W1P			
0	Ford F150 SUPERCREW, 4x4, White w/Black hood	\$ 36,555.00	\$ -
0	Ford F150 SUPERCREW, 4x4, Random Color	\$ 36,255.00	\$ -
0	Pre-Collision Assist w/Pedestrian Detection	\$ 145.00	
0	Ford SYNC	Included	Included
0	Rearview Camera	Included	Included
0	Rear Window Defrost W/Privacy Glass	\$ 320.00	
0	LED Sideview Mirror Spotlights includes heated power mirror	\$ 570.00	
0	LED Red/Blue Warning Strobes (Pre-Installed)	\$ 725.00	
0	LED Amber Warning Strobes (Pre-Installed)	\$ 675.00	
0	Fog Lamps	\$ 140.00	
0	Integrated Trailer Brake Controller	\$ 270.00	
0	Daytime Running Lights	\$ 42.00	\$ -
0	Running Boards	\$ 250.00	\$ -
0	Reverse Sensing System	\$ 275.00	\$ -

Alaska Safety - Wasilla

Alaska Safety Inc.
 617 S. Knik Goosebay Rd. Suite E
 Wasilla, AK 99654
 Phone: (907) 373-5661 Fax: (907) 864-0789

Quotation# 003543

Account ID 00001143	Contact Dwayne Shelton	
Customer PO None	Telephone (907) 745-3400	Facsimilie (907) 745-0930

Bill To:

City of Palmer
 Accounts Payable
 231 W. Evergreen Ave.
 Palmer, AK 99645

Ship To:

City of Palmer
 POLICE DEPARTMENT

Special Order Drop Ship

Quote Date	Comments	Special Instructions				Terms
12/26/2018	QUOTE FOR 2018 EXPLORER					NET 30
Ship Via WC	Date Required 12/26/2018	FOB Anchorage	Prepared By WR	Order#	Salesperson Wilson Reece	
Quantity	Item#	Description			Price	Total
1 EACH	INPJ623	Brother Pocket Jet Printer The Brother PocketJet 6 Plus mobile printers feature high-quality, 300 dpi printing for applications that require the best output for fine text and graphics. Requires Power and Data Cables-LB3692 & LB3602			\$495.00	\$495.00
1 EACH	PE710	*MULTI PATTERN FLASHER			\$75.00	\$75.00
2 EACH	PEXT3B	*Extreme 3HD LED Blue SP# CDW110331			\$60.00	\$120.00
2 EACH	PEXT3R	Extreme 3HD LED Red			\$60.00	\$120.00
1 EACH	PE2747A1AST	AST Trooper Spec 2700 Lightbar Code 3's 2700 series lightbar. This particular part number contains: 12 LED lightheads (5 blue, 5 red with 2 ambers in rear) Front and rear take-downs and alley lights. The front of the bar has code3's REF12 lightheads and the rear has the REF8 versions.			\$1,650.00	\$1,650.00
1 EACH	PE3892L6	*MASTERCOM 100W FULL FEATURE SIREN FULLFEATURE 100W SIREN W/ HARD-WIRED MIC,PLUS NEW STYLE W/ Plug In Mic & Mic Jack			\$420.00	\$420.00
1 EACH	FDES100	*New DynaMax Speaker 100W Compact			\$185.00	\$185.00
1 EACH	FDESB-U	Universal Bail Bracket, all vehicles			\$20.00	\$20.00
1 EACH	STGK1028	Dual Weapon Gun Mount w/out Locks T-Rail Kit comes with everything you need except the locks. Mounts to the Recessed Panel of the Partition.			\$195.00	\$195.00
1 EACH	SC-1	*GUNLOCK ELECTRIC W/#2 KEY			\$85.00	\$85.00
1 EACH	SC7009-A	10 sec. Timer			\$30.00	\$30.00
1 EACH	INPOWER	Power Distribution System Consists of the following: Cole Hersee 24117 Solenoid, Blue Seas Fuse Box 5029, Bussman Circuit Breaker # Cb185-50			\$190.00	\$190.00

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 Wasilla, AK 99654
 Phone: (907) 373-5661 Fax: (907) 864-0789

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Special Order Drop Ship

Quote Date	Comments		Special Instructions			Terms
12/26/2018	QUOTE FOR 2018 EXPLORER					NET 30
Ship Via	Date Required	FOB	Prepared By	Order#	Salesperson	
WC	12/26/2018	Anchorage	WR		Wilson Reece	
Quantity	Item#	Description			Price	Total
1 EACH	SOETISSO-07+	*Ignition Security System 07 Anti Theft Replaces ETISSO-P			\$95.00	\$95.00
1 EACH	SH14.0553	*Three outlet Power Port			\$30.00	\$30.00
1 EACH	SOECVDMILTST4	Dome Light LED Gen II			\$26.00	\$26.00
1 EACH	ADSUVIC1311	Prisoner Seat and Partition, Explorer Includes seat belt kit that will buckle on the outside, and 1/2 cage for behind prisoners.			\$1,300.00	\$1,300.00
1 EACH	GO5700W-FDSUV	Front Recessed Partition for Fd SUV To Include Go Rhino Part numbers: 57011 mount kit for Ford Police SUV AND 5700FER recessed panel.			\$840.00	\$840.00
1 EACH	SC-6	Universal Gunlock. Extra Large			\$125.00	\$125.00
1 EACH	IN4910LR-153-LTRK	Honeywell Compact Scanner TraCS compatible scanner which reads 2D bar codes on driver's licenses & registrations & captures images & signatures. Ideal for e-citation applications, accident reporting & electronic ticketing applications.			\$425.00	\$425.00
1 EACH	RI22000	Radiance PLUS 20" White/Clear 12 vdc			\$350.00	\$350.00
1 EACH	TYCC-UV-11-12	Sloped Console, 10" Slope, 11" Flat SUV			\$425.00	\$425.00
1 EACH	TYAC-INBHG	4" Internal Beverage Holder w/Grommets			\$50.00	\$50.00
1 EACH	TYFP-SGTRAY	4" Sloped Open Console Tray			\$50.00	\$50.00
1 EACH	SOEL3D08A00A	Ultralite 8 Module Exterior Amber			\$410.00	\$410.00
1 EACH	LABOR	Install Shop Labor			\$3,000.00	\$3,000.00

Please add "Park Kill" to the build.

Alaska Safety - Wasilla

Alaska Safety Inc.
 617 S. Knik Goosebay Rd. Suite E
 Wasilla, AK 99654
 Phone: (907) 373-5661 Fax: (907) 864-0789

Quotation# 003543

Account ID 00001143	Contact Dwayne Shelton	
Customer PO None	Telephone (907) 745-3400	Facsimilie (907) 745-0930

Bill To:

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 231 W. Evergreen Ave.
 Palmer, AK 99645

Ship To:

City of Palmer
 POLICE DEPARTMENT

Special Order Drop Ship

Quote Date	Comments		Special Instructions			Terms
12/26/2018	QUOTE FOR 2018 EXPLORER					NET 30
Ship Via WC	Date Required 12/26/2018	FOB Anchorage	Prepared By WR	Order#	Salesperson Wilson Reece	
Quantity	Item#	Description			Price	Total
1 EACH	KS155356712	Radar Interface Cable Eyewitness / Eagle			\$140.00	\$140.00
2 EACH	INMMSU-1	*Magnetic Mic Clip Kit			\$31.00	\$62.00
1 EACH	HSPKG-PSM-353	Comp Pass side Mt sys Prem 11-17 Explor Premium passenger side mount package for 2013-2017 Ford Interceptor Utility & 2011-2017 Ford Explorer. Includes a heavy-duty vehicle specific base plate, heavy-duty pole with height adjust handle, swing arm motion device with tilt-swivel and stability support.			\$525.00	\$525.00
1 EACH	STBK0534ITU16	PB400 Pushbumper, SUV, Ford, Interceptor			\$385.00	\$385.00
1 EACH	KSCRS8103	Eyewitness HD In-Car Video System Includes 2 Cameras, GPS Interface, Crash Record Activation, 7" Tablet Monitor/Controller, 64GB SSD, 1 Year Warranty			\$5,395.00	\$5,395.00
1 EACH	KSCRS8118	Eyewitness HD Desktop Media Receiver			\$295.00	\$295.00

Comments
 This quotation is good for 30 days from the date listed above. Thank you for the opportunity!

Sub Total	\$17,513.00
EXMT 0% Tax	\$0.00
Freight	\$0.00
Grand Total	\$17,513.00
Deposit	\$0.00
Balance	\$17,513.00

Approved By: _____ Date _____

**City of Palmer
Action Memorandum No. 19-024**

Subject: Authorizing the City Manager to Negotiate and Enter into a Contract with Bering Marine Corporation for the Purchase and Delivery of 175 Tons of Road Salt in the Amount of \$29,452.50

Agenda of: February 26, 2019

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

Originator Information:

Originator: City Manager

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
<u> √ </u>	Finance	<u><i>[Signature]</i></u>	<u>01/30/19</u>
_____	Fire	_____	_____
_____	Police	_____	_____
<u> √ </u>	Public Works	<u><i>[Signature]</i></u>	<u>01/30/19</u>

Approved for Presentation By:

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

Certification of Funds:

Total amount of funds listed in this legislation: \$ **29,452.50**

This legislation (√):

- Creates revenue in the amount of: \$ _____
- Creates expenditure in the amount of: \$ 29,452.50
- Creates a saving in the amount of: \$ _____
- Has no fiscal impact

Funds are (√):

- Budgeted Line item(s): 01-17-40-6066
- Not budgeted

Director of Finance Signature: *[Signature]*

Attachment(s):

- State of Alaska Bid #2518H029

Summary Statement/Background:

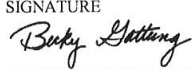
This Action Memorandum authorizes the City's annual purchase of salt that is mixed with sand for winter street maintenance and ice control.

This purchase will utilize the governmental procurement provision of City code (PMC 3.21.230). This allows the City, without the use of the competitive bidding procedure, to use another governmental bid process through bid extension.

In this case, the State of Alaska solicited bids for the supply of Type 1 sodium chloride in bulk. Bering Marine Corporation was awarded the contract. Under that contract, the City will purchase 175 tons of road salt at a per ton cost of \$168.30 (the same pricing as 2018) delivered to Palmer, for a total cost of \$29,452.50.

Administration's Recommendation:

To approve Action Memorandum No. 19-024 to purchase Bulk Road Salt for 2019 Winter Season.

CONTRACT AWARD	STATE OF ALASKA Department of Transportation & Public Facilities Statewide Contracting & Procurement (3132 Channel Drive, Suite 350) P.O. Box 112500 Juneau, Alaska 99811-2500		CONTRACT AWARD NUMBER 2518H029														
	ORDERING DEPARTMENT: Department of Transportation & Public Facilities Statewide Contracting & Procurement P.O. Box 112500 Juneau, Alaska 99811-2500	COMMODITY CODE 19246	DATE OF CONTRACT February 2, 2018														
NUMBER & PERIOD OF RENEWAL OPTIONS Four (4) One-Year		PR NO. / DATE ASSIGNED N/A															
DATE INITIAL CONTRACT BEGINS February 2, 2018		DATE INITIAL CONTRACT ENDS February 28, 2019															
CONTRACTOR: Bering Marine Corporation ADDRESS: 6400 South Airpark Place Anchorage, Alaska 99502	GS VENDOR CODE: ISSUED IN ACCORDANCE WITH BID #: 2518H029 DATED: December 18, 2017 PRICE ADJ. REQ. PRIOR TO EACH: December 15 - no later than January 15 CPI/PPI BASE INDEX POINTS & MO/YR: REVIEW DATE: Dec. 1 RENEWALS EXPIRE (MO/YR): Feb. 2023 ESTIMATED VALUE OF INITIAL TERM: \$3,500,000.00 REBID: 12/2023																
CONTACT NAME: Rick Gray TELEPHONE NUMBER: 907-249-0204 fax: 907-245-1744 EMAIL: rickg@lynden.com																	
SEND INVOICE IN DUPLICATE TO: <input type="checkbox"/> Ordering Department OR <input checked="" type="checkbox"/> As Specified in Description																	
NOTE: This order constitutes a binding commitment between the State and the contractor listed hereon. Unauthorized modification without the expressed prior approval of the contracting authority will result in a financial obligation on the contractor and/or unauthorized State personnel making the change.																	
DESCRIPTION																	
Contract for the as-needed purchase of Sodium Chloride, Type 1 in bulk form for delivery to various locations within Alaska for the Department of Transportation & Public Facilities. All terms and conditions of ITB #2518H029 apply. <u>CONTRACT TERMS:</u> February 2, 2018 through February 28, 2019 with four (4) one-year renewal options. <u>ORDERS:</u> Individual Purchase Orders will be issued by the Regional Procurement Offices on an as-needed basis with no guaranteed maximum quantities. Minimum orders will be 30 tons. <u>PRICES:</u> Prior to September 30, 2018 , the price per ton for most locations noted in the Price List is \$154.50 , excluding the following locations which are: Cordova \$214.50 / Juneau \$170 / Sitka \$260.24 At any time during the contract period, new F.O.B. Points may be added. The price per ton for a new destination shall be the same as the nearest priced delivery destination with the State reimbursing the additional freight costs. Orders placed after September 30, 2018 shall be at the following rate (plus freight to final destination): <table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>CDPP</th> <th>Price</th> <th>Deliver</th> </tr> </thead> <tbody> <tr> <td>Anchorage</td> <td>\$271.63/ton</td> <td>30 days ARO</td> </tr> <tr> <td>Fairbanks</td> <td>\$338.25/ton</td> <td>30 days ARO</td> </tr> <tr> <td>Valdez</td> <td>\$328/ton</td> <td>30 days ARO</td> </tr> <tr> <td>Seattle</td> <td>\$150/ton</td> <td>30 days ARO</td> </tr> </tbody> </table> <u>INVOICES:</u> Send invoices to the address on the ordering agency's Purchase Order. Additional shipping costs for new delivery destinations shall be invoiced as a separate line item with the actual receipts attached.			CDPP	Price	Deliver	Anchorage	\$271.63/ton	30 days ARO	Fairbanks	\$338.25/ton	30 days ARO	Valdez	\$328/ton	30 days ARO	Seattle	\$150/ton	30 days ARO
CDPP	Price	Deliver															
Anchorage	\$271.63/ton	30 days ARO															
Fairbanks	\$338.25/ton	30 days ARO															
Valdez	\$328/ton	30 days ARO															
Seattle	\$150/ton	30 days ARO															
CONTRACTING AUTHORITY NAME Becky Gattung	TITLE Procurement Specialist IV	SIGNATURE 															
TELEPHONE NUMBER: (907) 465-8949	PAGE 1 OF 1																
IMPORTANT: 1. Contract award number and ordering department name must appear on all invoices and documents relating to this order. 2. The State is registered for tax free transactions under Chapter 32, IRS Code, Registration No. 92-601185. Items are for the exclusive use of the State and not for resale.																	
DISTRIBUTION: ORIGINAL TO CONTRACTOR ONE COPY TO JUNEAU GENERAL SERVICES ONE COPY TO RECEIVING DEPARTMENT SUPPLY SECTION																	

INVITATION TO BID

ITB NO. 2518H029

RETURN THIS BID TO THE ISSUING OFFICE AT:



Department of Transportation & Public Facilities
 Statewide Contracting & Procurement
 P.O. Box 112500
 (3132 Channel Drive, Suite 350)
 Juneau, Alaska 99811-2500

THIS IS NOT AN ORDER

DATE ITB ISSUED: December 18, 2017

ITB TITLE: Highway De-icer – Sodium Chloride in Bulk

SEALED BIDS MUST BE SUBMITTED TO THE STATEWIDE CONTRACTING AND PROCUREMENT SECTION. BIDS MUST BE TIME AND DATE STAMPED BY THE PURCHASING SECTION PRIOR TO 2:00 PM ON JANUARY 12, 2018, AT WHICH TIME THEY WILL BE PUBLICLY OPENED.

DELIVERY LOCATION: See "Bid Schedule" and "Attachment A".

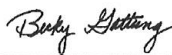
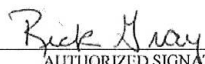
DELIVERY DATE: See "Bid Schedule".
F.O.B. POINT: FINAL DESTINATION

IMPORTANT NOTICE: If you received this solicitation from the State's "Online Public Notice" web site, you must register with the Procurement Officer listed on this document to receive notification of subsequent amendments. Failure to contact the Procurement Officer may result in the rejection of your offer.

BIDDER'S NOTICE: By signature on this form, the Bidder certifies that:

- (1) the Bidder has a valid Alaska business license, or will obtain one prior to award of any contract resulting from this ITB. If the Bidder possesses a valid Alaska business license, the license number must be written below or one of the following forms of evidence must be submitted with the bid:
 - a canceled check for the business license fee;
 - a copy of the business license application with a receipt date stamp from the State's business license office;
 - a receipt from the State's business license office for the license fee;
 - a copy of the Bidder's valid business license;
 - a sworn notarized statement that the Bidder has applied and paid for a business license;
- (2) the price(s) submitted was arrived at independently and without collusion and that the Bidder is complying with:
 - the laws of the State of Alaska;
 - the applicable portion of the Federal Civil Rights Act of 1964;
 - the Equal Employment Opportunity Act and the regulations issued thereunder by the State and Federal Government; and
 - all terms and conditions set out in this Invitation to Bid (ITB).

If a Bidder fails to comply with (1) at the time designated in the ITB for opening the State will disallow the Alaska Bidder Preference. If a Bidder fails to comply with (2) of this paragraph, the State may reject the bid, terminate the contract, or consider the Contractor in default. Bids must be also submitted under the name as appearing on the Bidder's current Alaska business license in order to receive the Alaska Bidder Preference.

 Becky Gattung CONTRACTING OFFICER TELEPHONE NUMBER: 907-465-8949 FAX NUMBER: 907-465-3124 EMAIL: becky.gattung@alaska.gov	Bering Marine Corporation 1) _____ COMPANY SUBMITTING BID 2) 91-1278545 FEDERAL TAX ID NUMBER 3)  AUTHORIZED SIGNATURE Rick Gray 4) _____ PRINTED NAME (907)249-0204 5) _____ TELEPHONE NUMBER	59191 6) _____ ALASKA BUSINESS LICENSE NUMBER (Is name on license same as Item 1?) 7) DOES YOUR BUSINESS QUALIFY FOR THE ALASKA BIDDER'S PREFERENCE? [X] YES [] NO 8) DOES YOUR BUSINESS QUALIFY FOR THE ALASKA VETERAN PREFERENCE? [] YES [X] NO SEE ITB FOR EXPLANATION OF CRITERIA TO QUALIFY January 10, 2018 _____ DATE
---	---	---

Greg-

The price for the City of Palmer will be the same as last year. \$168.30 p/ton FOB your yard at Palmer.
 Thanks Rick

City of Palmer	Greg W.	745-3400	gwickham@palmerak.org	18-01031	\$168.30	FOB Palmer	100
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**City of Palmer
Action Memorandum No. 19-025**

Subject: Authorizing the City Manager to Sign Amendment No. 1 to the Contract for Services with Greene Garden Services to Reflect Payments for 2019



Agenda of: February 26, 2019

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




Originator Information:

Originator: City Manager

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
√	Finance		02/01/19
_____	Fire	_____	_____
_____	Police	_____	_____
√	Public Works		01/31/19

Approved for Presentation By:

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

Certification of Funds:


Total amount of funds listed in this legislation: \$ **47,125.00**

This legislation (√):

- Creates revenue in the amount of: \$ _____
- Creates expenditure in the amount of: \$ 47,125.00
- Creates a saving in the amount of: \$ _____
- Has no fiscal impact

Funds are (√):

- Budgeted Line item(s): 01-01-20-6030
- Not budgeted

Director of Finance Signature: 

Attachment(s):

- Amendment No. 1 to contract for garden services

Summary Statement/Background:

The AM authorizes the City Manager to sign amendment 1 with Greene Garden Services, an independent contractor, to provide seasonal gardening and horticultural services in 2019 for an amount not to exceed \$47,125.00.

The gardens at the Visitor's Information Center/Palmer Museum of History and Art, the hanging baskets, and other floral displays located at various City properties have been designed and tended by seasonal contractors since the mid 1990's.

Greene Garden Services has had the highest-ranking RFP for the last 5 years and this is the second year of an optional three-year contract.

The 2019 amendment is \$4,875 less than 2018 due to some items being removed from the contract.

Administration's Recommendation:

To approve Action Memorandum No. 19-025 authorizing the City Manager to sign Amendment No. 1 with Greene Garden Services.

**City of Palmer
Action Memorandum No. 19-026**

Subject: Accepting Board Member Denise Christopher's Resignation from the Parks, Recreation and Cultural Resources Advisory Board

Agenda of: February 26, 2019

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

Originator Information:

Originator: Mayor DeVries via City Clerk

Department Review:

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

Approved for Presentation By:

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

Certification of Funds:

Total amount of funds listed in this legislation: \$ **0.00**

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: _____

Attachment(s):

- None

Summary Statement/Background:

Palmer Charter Chapter II Section 2.9 requires the City Council to approve resignations by members of boards and commissions.

Denise Christopher has submitted her resignation effective January 22, 2019.

The Clerk's Office will begin the advertising process to fill the vacancy created by the resignation, will forward applications to the Mayor for nomination, and then to the council for confirmation.

A. CALL TO ORDER

A regular meeting of the Palmer City Council was held on January 22, 2019, 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	Linda Combs
Julie Berberich	Sabrina Combs
Steve Carrington (participated telephonically)	David Fuller

Deputy Mayor Pete LaFrance was absent and excused.

Staff in attendance were the following:

Nathan Wallace, City Manager	Cindy Cartledge, City Attorney (participated telephonically)
Norma I. Alley, MMC, City Clerk	Angie Anderson, Deputy City Clerk

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

D. APPROVAL OF AGENDA

1. Approval of Minutes of Previous Meetings
 - a. November 27, 2018, Regular Meeting
 - b. December 11, 2018, Regular Meeting

Main Motion: To Approve Agenda and Minutes

Moved by:	L. Combs
Seconded by:	Fuller
In favor:	Berberich, Carrington, L. Combs, S. Combs, DeVries, Fuller
Opposed:	None
Absent:	LaFrance
Action:	Motion Carried

E. REPORTS

1. City Manager's Report

City Manager Wallace reported he:

- Participating in an interview with Alaska Insights;
- Believed Palmer needed a better way of removing snow from sidewalks;
- Asked for Council's direction on the purchase of sidewalk snow removal equipment (see official packet for equipment brochure handout);
- Fielded questions regarding the snow machine accessories and cost; and
- Received direction from Council to prepare legislation to purchase the equipment and bring forward at the next Council meeting.

2. City Clerk's Report

City Clerk Alley announced Mrs. Kama Petty was hired as the new administrative assistant to the clerk's office and would be starting in the next couple weeks.

3. Mayor's Report

Mayor DeVries:

- Highlighted her written report;
- Stated the city manager drafted a letter to Alaska's Alcohol and Marijuana Control Office (AMCO) encouraging the approval of the State Fair's liquor license (see official packet for handout);
- Requested the Council consider the city to forgive any utility late fees for federal employees impacted by the government shutdown; and
- Direction was given to the city manager to discuss waiving late fees with the attorney.

4. City Attorney's Report

None.

F. AUDIENCE PARTICIPATION

Mr. Mike Chmielewski stated he received good feedback at the livable community event, announced the audio recording from the event was available on Radio Free Palmer's website, and asked the Council to consider cleaning the area near the downtown train tracks.

Mr. Jerome Hertel, Alaska State Fair representative, thanked the Council for supporting the Alaska State Fair's approval of their liquor license.

G. PUBLIC HEARING

1. **Ordinance No. 19-002:** Amending Palmer Municipal Code Section 17.89.060(E) and Section 17.89.080 Relating to Short Term Rentals

Mayor DeVries opened the public hearing on Ordinance No. 19-002. Seeing no one come forward to speak and hearing no objection from the Council, the public hearing was closed.

Main Motion: To Adopt Ordinance No. 19-002

Moved by:	L. Combs
Seconded by:	Berberich
In favor:	Berberich, Carrington, L. Combs, S. Combs, DeVries, Fuller
Opposed:	None
Absent:	LaFrance
Action:	Motion Carried

H. NEW BUSINESS

1. **Resolution No. 19-006:** Approving the Alternative Allocation Method for Distribution of the Fiscal Year 2019 Shared Fisheries Business Tax Program in FMA 14: Cook Inlet Area

Council Member Carrington asked if the city had received money from this program before. City Manager Wallace answered similar Funds had been received in 2009.

Main Motion: To Approve Resolution No. 19-006

Moved by:	Fuller
Seconded by:	S. Combs
In favor:	Berberich, Carrington, L. Combs, S. Combs, DeVries, Fuller
Opposed:	None
Absent:	LaFrance
Action:	Motion Carried

2. **Resolution No. 19-007:** Identifying the City of Palmer’s Capital Project Priorities for State, Federal and Other Interested Parties Funding

Main Motion: To Approve Resolution No. 19-007

Moved by:	L. Combs
Seconded by:	Fuller
In favor:	Berberich, Carrington, L. Combs, S. Combs, DeVries, Fuller,
Opposed:	None
Absent:	LaFrance
Action:	Motion Carried

3. **Action Memorandum 19-010:** Selecting the Golden Heart Lifetime Achievement Award Recipient(s)

Council Member Linda Combs asked the city clerk if anyone had submitted reasons for the deservedness of the nominees. City Clerk Alley responded no additional credentials were provided.

Mayor DeVries cited the Palmer Municipal Code and stated all nominees would receive the award. The nominees were Howard Bess, Richard Best, Janet Kincaid, MariJo Parks.

Main Motion: To Approve Action Memorandum No. 19-010 Awarding All Nominees the Golden Heart Lifetime Achievement Award

Moved by:	S. Combs
Seconded by:	Fuller
In favor:	Berberich, Carrington, L. Combs, S. Combs, DeVries, Fuller, LaFrance
Opposed:	None
Absent:	LaFrance
Action:	Motion Carried

I. RECORD OF ITEMS PLACED ON THE TABLE

City Clerk Alley reported the Ventrac snow removal equipment brochure and Alaska Sate Fair liquor license support letter were the Items Placed on the Table.

J. AUDIENCE PARTICIPATION

None.

K. COUNCIL MEMBER COMMENTS

Council Member Carrington stated he would support research to be done on the Planning and Zoning Commission’s (PZC) decision regarding short term rentals.

Council Member Berberich commented she enjoyed attending the livable community presentation and supported the sidewalk snow removal equipment purchase.

Council Member S. Combs said she supported raising funds for painting the water tower, the purchase of sidewalk snow removal equipment and the PZC reviewing allowing short term rentals CUPs in the R-1 district. She encouraged all to attend the Palmer Museum's Untold Stories Events.

Council Member Fuller stated he was grateful for the Golden Heart Lifetime Achievement Award nominees, requested more research be done on the water tower before purchase, and supported the review of short term rentals.

Council Member L. Combs reminisced of past ways to raise funds for painting the water tower, supported the purchase of snow removal equipment, and announced she would be absent for the February 12 Council meeting and asked to be excused.

L. ADJOURNMENT

With no further business before the Council, the meeting adjourned at 8:05 p.m.

Approved this ____ day of _____, 2019.

Norma I. Alley, MMC, City Clerk

Edna B. DeVries, Mayor



PROCLAMATION

RECOGNIZING THE PALMER HIGH SCHOOL HOCKEY TEAM

WHEREAS, many of our children participate in worthwhile extracurricular activities while attending schools in the Matanuska-Susitna; and

WHEREAS, the Palmer High School Hockey Team has persevered to become the First National Cup Division II State Champions and reached the State Championships for the first time in 30 years and second time ever; and

WHEREAS, Head Coach Dean Wilson, the parents, administration, and educators at Palmer High School express the highest academic and athletic expectations from students; and

WHEREAS, the Palmer High School Hockey Team concentrates on the joy, camaraderie, and skill of the game, with all team members contributing to the team's success.

NOW, THEREFORE, IT IS PROCLAIMED by the Mayor and City Council of the City of Palmer, Alaska, do hereby express our pride and congratulations to the Palmer High School Hockey Team and Southcentral Conference Champions. We call upon all citizens of Palmer to join us in this special recognition of some of our fine youth in our community.

IN WITNESS WHEREOF, I have hereunto set my hand and cause the seal of the City of Palmer to be affixed on this 26th day of February, 2019.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk

**City of Palmer
Action Memorandum No. 19-027**

Subject: Approving a Council Community Grant in the Amount of \$2,000.00 to Mat-Su Miners Baseball to Support the 2019 Mayor's Green Day Gallop

Agenda of: February 26, 2019

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

Originator Information:

Originator: City Manager

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
<u> X </u>	Finance	<u><i>[Signature]</i></u>	<u> 2/4/19 </u>
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

Approved for Presentation By:

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

Certification of Funds:

Total amount of funds listed in this legislation: \$ 2,000.00

This legislation (√):

- Creates revenue in the amount of: \$ _____
- Creates expenditure in the amount of: \$ 2,000.00
- Creates a saving in the amount of: \$ _____
- Has no fiscal impact

Funds are (√):

- Budgeted Line item(s): 01-02-10-6068
- Not budgeted

Director of Finance Signature: *[Signature]*

Attachment(s):

- 2019 Grant Application
- 2019 Scoresheet

Summary Statement/Background:

MatSu Miners is requesting a \$2,000.00 grant to help finance a foot race that begins and ends in Palmer. This year there is an addition of a full marathon event. The race also includes a 1-mile youth run, 5K, 10K and ½ marathon. The event is planned to start and finish at the Depot, with awards and food at the Depot after the race.

The event is expected to be capped at 350 runners from around the state that would bring spectators and runners together in and around Palmer. There were over 200 runners in 2018.

The organization will conduct an online survey after the event with local business and the running community to gauge how much benefit was gained from having it in Palmer.

The race last year received a grant of \$1,000.00.

In February 2014, the City Council adopted Ordinance No. 14-043, which established the Council Community Grant program. The Council also approved \$15,000.00 in the Community Council Grants line item for 2019 that would finance approved Council grants.

Legislation #	Organization	Amount	Date Approved
AM 19-019	YAK Renovations	\$5,000.00	2/12/2019
Total 2019 Grants approved prior:		\$5,000.00	

Administration’s Recommendation:

To approve Action Memorandum No. 19-027 for a Council Community Grant to MatSu Miners Baseball to support the Mayor Green Day Gallop 2019.



City of Palmer • City Manager's Office
231 W. Evergreen Avenue • Palmer, AK 99645
 Phone: 907-745-3271 Fax: 907-745-0930

Council Community Grant Application

Program, service, project or event title: Mayor's Green Day Gallop
 Date(s) of program, service, project or event: March 17, 2019

Applicant Information

Name: Denise Christopher, Mat-Su Baseball Inc. dba Mat-Su Miners
 Address: P.O. Box 2690
 City: Palmer State: AK Zip: 99645
 Phone: 907-745-6401 Email: gmminers@gci.net

Organization Information

Name of organization/group: Mat-Su Baseball Inc. dba Mat-Su Miners
 Type of organization: Non-profit Volunteer community group Other

Funding Request

Amount of Request: \$ 2000.00
 Matching funds provided by applicant: \$ 2000.00

Project Summary Information

In the space below, provide a concise, on paragraph summary of your proposed program, service, project or event and how it promotes economic development for the City of Palmer.
 This year as planned with our growing event, we will have a marathon; 1/2 marathon; 5K; and 1 mile free kids run. Race with start at the Palmer Depot and we will utilize the streets of Palmer for the race. We have aid stations and staff along the course.
 Volunteers will also be on routes to help monitor the course. We have been working towards a qualifier for marathons outside the community and strive to keep growing.

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).

We have 25+ volunteers and staff to monitor aid stations; assist along the course and provide cleanup. Registration will begin @9am and we will have the course cutoff time at 6:30pm. There are awards and food at the Palmer Depot afterwards. The start and finish will be at the Palmer Depot and we will have medical staff on hand for emergencies.

Eligibility

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

We truly believe that the economic impact of beginning and ending an event in Palmer as a spectator or participant will bring an abundance of people to our community. Keeping the community involved, staying active, promoting healthy lifestyles and letting everyone experience our great town of Palmer. Our advertising increases every year and we are in State; Anchorage and Local running calendars. The Mat-Su Miners and Active Soles work hard to campaign to bring revenue to Palmer and healthy lifestyles.

Matching Funding Source

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

We have an advertising package and sponsors that will bring in \$3000.00. As we work on this event each year we look to find ways to improve the equipment and raise funds to sustain this annual event. Our expenses include venue rental, street closing equipment; food and water; aid station supplies; race insurance.. etc. We work with local businesses to collect funding for this large event

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.

We are looking to limit the race to 350 participants; we have online registration that will assist in keeping track of the number of people entered in the event. We are confident that Palmer businesses will benefit from this event. Last year was 200+ entries with friends and families enjoying the activities while cheering on the runners. We hope that businesses will let us know more about how to promote their stores during the event.

Detailed Budget

Revenue:

Source:	Cash	In-Kind	Total
UPS Store	\$	\$ 200	\$ 200
Humdingers	\$	\$ 200	\$ 200
Sponsors	\$ 3000	\$	\$ 3000
OPA Physicians	\$	\$ 250	\$ 250
Arkose/Fred Meyer	\$	\$ 250	\$ 250
Totals	\$ 3000	\$ 900	\$ 3900

Expenditures:

Item/Service:	Cash	In-Kind	Total
Insurance	\$ 400	\$	\$ 400
Building Rental	\$ 350	\$	\$ 350
Aid Stations EMB	\$ 500	\$	\$ 500
Web Design/Updates	\$ 200	\$	\$ 200
Equipment/Timing Chips	\$ 2500	\$	\$ 2500
Totals	\$ 3950	\$	\$ 3950

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:

Denise M. Christopher

Date:

2/4/2019

For Office Use Only

Date received by Manager's Office: _____

City Council agenda date: _____

Action Memorandum No.: _____

City Council:

Approved

Denied

Date Manager's Office notified applicant of request outcome: _____

Qualification Pre-Check

All items listed below must be present before further review of application.

- X Event must be accessible to all members of the community.
- X Event must take place within Palmer city limits or within one mile of city limits.
- X Event has received funding from the City in the past. List the years funding was received: 2016:\$1000 2017:\$1000 2018:\$1000

If event was supported by a City grant in the past, the post event report from the previous event is complete.

Page 29 of 41 Accessibility & Strategic Priorities	Application Elements		Expectations		Points Earned
	10 pts	7 pts.	3-0 pts		
Accessibility & Strategic Priorities	The application clearly states the economic benefits and the reader/evaluator easily understands the benefits to the community and residents of the City.	The application states the benefits, however it is not clear and/or the reviewer/evaluator must assume or use reason to determine the benefits to the community and residents of the City.	The application does not clearly demonstrate the benefits and/or the reader/evaluator cannot determine through reasoning the benefits to the community or residents of the City.		7
	The application clearly addresses how the project meets one or more of the City's Economic Development Strategic Priorities.	The application attempts to address how the project meets one or more of the City's Economic Development Strategic Priorities; however, the reviewer/evaluator must assume or use reason to determine how the project is addressing a strategic priority(s).	The application does not clearly demonstrate how the project is addressing a strategic priority and/or the reader/evaluator cannot determine through reasoning how the project is addressing a strategic priority.		7
Fiscal	The application clearly states how much financial or in-kind services are being requested for the project.	The application contains information regarding financial and/or in-kind services as part of the project; however, it is not clear and the reviewer/evaluator must assume or use reason to determine what is being requested.	The application does not clearly state what is being requested and/or the reviewer/evaluator cannot determine through reasoning.		10
	The application includes a project budget which demonstrates sound fiscal practices and reviewer/evaluator can easily understand.	The application includes a project budget; however, the reviewer/evaluator has questions or has to use reason to understand the overall budget for the project.	The application does not include a project budget or the reviewer/evaluator cannot understand and/or has significant concerns about the budget as presented.		10
Benefit	The application clearly states how the community will benefit as a result of the event.	The application states the degree of benefits; however, it is not clear and the reviewer/evaluator must assume or use reason to determine the how the community will benefit as a result of this grant.	The application does not clearly demonstrate the degree of benefits and/or the reviewer/evaluator cannot determine the how the community will benefits as a result of this grant.		10
Reporting	The application clearly states how and when the City will receive a post event report on this project.	The application attempts to address how a post event report will be given to the City; however it is unclear and the reviewer/evaluator must assume or use reason to determine how and when the report will be presented.	The application does not attempt to address how a post event report will be given to the City or the reviewer/evaluator cannot determine how the report will be presented.		3
				Total:	47/60

**City of Palmer
Action Memorandum No. 19-028**

Subject: Directing the City Clerk to Notify the State of Alaska of the City Council's Statement of Non-Objection to Liquor License No. 5032 for Arkose Brewery, Located at 650 E. Steel Loop

Agenda of: February 26, 2019

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

Originator Information:

Originator: Norma Alley, City Clerk

Department Review:

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

Approved for Presentation By:

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

Certification of Funds:

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

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

Funds are (√):

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

Director of Finance Signature:

Attachment(s):

- Notice for License No. 5032
- Review Form

Summary Statement/Background:

Arkose Brewery has applied for renewal of their liquor license and a Premises Diagram Change. State law requires local governing bodies (per AS 04.21.080, this is defined as the City Council) to review requests pertaining to liquor licenses within their municipalities. The City may voice a non-objection or may file a protest to a request.

As of the date of packet publication, the City Clerk's Office had not received any written comments or phone calls from the public expressing concern or support for this application.

Administration's Recommendation:

To approve Action Memorandum No. 19-028 directing the City Clerk to notify the State of Alaska of the City Council's statement of non-objection.



February 6, 2019

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

Re: Notice of 2019/2020 Liquor License Renewal Application

License Type:	Brewery	License Number:	5032
Licensee:	Brew Barons, LLC		
Doing Business As:	Arkose Brewery		

We have received a completed renewal 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 written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

Erika McConnell, Director
amco.localgovernmentonly@alaska.gov

City of Palmer • Liquor License Review Form

BUSINESS NAME: Arkose Brewery
LICENSE TYPE: Brewery
LOCATION: 650 E. Steel Loop

OWNER: Brew Barons

Route to: Department of Finance

Department of Finance

Sales Tax Current: ✓ Yes No

If no, explain: _____

Utilities Current: ✓ Yes No

If no, explain: _____

Special Assessments Current: ✓ Yes No

If no, explain: _____

Other Comments: _____



Finance Director

02/07/2019

Date

Route to: Department of Community Development

Department of Community Development

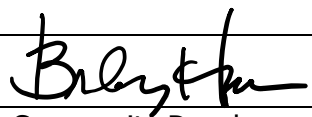
Code Compliant: ✓ Yes No

If no, explain: _____

Fire Compliant (Plans Review): ✓ Yes No

If no, explain: _____

Other Comments: _____



Community Development Director

02/07/2019

Date

Route to: Police Department

Police Department

Code Compliant: Yes No

If no, explain: _____

Other Comments: _____



Chief of Police

2-7-19
Date

Route to: City Manager's Office

City Manager's Office

Citizen Comments: Yes No

If yes, explain: _____

Other Comments: _____



City Manager

2/7/19
Date

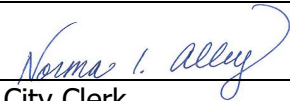
Route to: City Clerk's Office

City Clerk's Office

Citizen Comments: Yes No

If yes, explain: _____

Other Comments: _____



City Clerk

February 8, 2019
Date

FORWARD TO COUNCIL FOR AGENDA OF: February 26, 2019

City of Palmer
Action Memorandum No. 19-029

Subject: Directing the City Clerk to Notify the State of Alaska of the City Council's Statement of Non-Objection to Liquor License No. 744 for Loyal Order of Moose Lodge #793, Located at 1136 S. Cobb Street

Agenda of: February 26, 2019

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



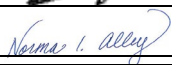
Originator Information:

Originator: Norma Alley, City Clerk

Department Review:

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

Approved for Presentation By:

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

Certification of Funds:


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

This legislation (√):

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

Funds are (√):

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

Director of Finance Signature: 

Attachment(s):

- Notice for License No. 744
- Review Form

Summary Statement/Background:

Palmer Lodge #793 Loyal Order of Moose, Inc. has applied for renewal of their liquor license. State law requires local governing bodies (per AS 04.21.080, this is defined as the City Council) to review requests pertaining to liquor licenses within their municipalities. The City may voice a non-objection or may file a protest to a request.

As of the date of packet publication, the City Clerk's Office had not received any written comments or phone calls from the public expressing concern or support for this application.

Administration's Recommendation:

To approve Action Memorandum No. 19-029 directing the City Clerk to notify the State of Alaska of the City Council's statement of non-objection.



February 12, 2019

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

Re: Notice of 2019/2020 Liquor License Renewal Application

License Type:	Club	License Number:	744
Licensee:	Palmer Lodge #793 Loyal Order of Moose Inc.		
Doing Business As:	Loyal Order of Moose Lodge #793		

We have received a completed renewal 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 written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

Erika McConnell, Director
amco.localgovernmentonly@alaska.gov

City of Palmer • Liquor License Review Form

BUSINESS NAME: Palmer Moose Lodge #793 **OWNER:** Loyal Order of Moose, Inc.
LICENSE TYPE: Club
LOCATION: 1136 S. Cobb Street

Route to: Department of Finance

Department of Finance

Sales Tax Current: ✓ Yes No

If no, explain: _____

Utilities Current: ✓ Yes No

If no, explain: _____

Special Assessments Current: ✓ Yes No

If no, explain: _____

Other Comments: _____



Finance Director

02/12/2019

Date

Route to: Department of Community Development

Department of Community Development

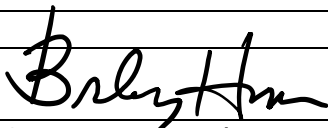
Code Compliant: ✓ Yes No

If no, explain: _____

Fire Compliant (Plans Review): ✓ Yes No

If no, explain: _____

Other Comments: _____



Community Development Director

02/13/2019

Date

Route to: Police Department

Police Department

Code Compliant: Yes No

If no, explain: _____

Other Comments: _____



Chief of Police

2-13-19

Date

Route to: City Manager's Office

City Manager's Office

Citizen Comments: Yes No

If yes, explain: _____

Other Comments: _____



City Manager

2/13/19

Date

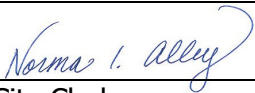
Route to: City Clerk's Office

City Clerk's Office

Citizen Comments: Yes No

If yes, explain: _____

Other Comments: _____



City Clerk

February 14, 2019

Date

FORWARD TO COUNCIL FOR AGENDA OF: February 26, 2019