

Mayor Edna B. DeVries
Deputy Mayor Steve Carrington
Council Member Julie Berberich
Council Member Imran Chaudhry
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
September 10, 2019, at 7:00 PM
City Council Chambers
231 W. Evergreen Avenue, Palmer
www.palmerak.org

AGENDA

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF AGENDA

1. Approval of Consent Agenda
 - a. Introduction to **Ordinances No. 19-017**: Amending Palmer Municipal Code Chapter 2.25 Pertaining to Airport Advisory Commission..... Page 3
 - b. Introduction to **Ordinances No. 19-018**: Amending Palmer Municipal Code Chapter 2.22 Pertaining to Parks, Recreation and Cultural Resources Advisory Board..... Page 11
 - c. Introduction to **Ordinances No. 19-019**: Amending Palmer Municipal Code Chapter 2.20 Pertaining to Planning and Zoning Commission Page 19
 - d. **Action Memorandum No. 19-062**: Authorizing the City Manager to Purchase Firefighter Personal Protective Equipment for Palmer Fire and Rescue from Alaska Safety, Inc. using Palmer Municipal Code 3.21.230(A)(3) Governmental and Proprietary Procurements..... Page 29
2. Approval of Minutes of Previous Meetings
 - a. July 23, 2019, Regular Meeting..... Page 33
 - b. August 13, 2019, Regular Meeting Page 40

E. COMMUNICATIONS AND APPEARANCE REQUESTS

1. Presentation from Airport Advisory Commission Chair Ken More

F. REPORTS

1. City Manager's Report..... Page 43
2. City Clerk's Report Page 67
3. Mayor's Report Page 73
4. City Attorney's Report

G. AUDIENCE PARTICIPATION

H. PUBLIC HEARINGS

1. **Ordinances No. 19-015**: Amending Palmer Municipal Code Chapter 17.08 Definitions to Add Microbrewery and Amending Chapter 17.32.020 Permitted Uses to Allow Microbreweries as a Permitted Use in the CG – General Commercial District Page 75
2. **Ordinances No. 19-016**: Enacting Palmer Municipal Code Chapter 9.39 Regarding Excessive Police Responses Page 81

I. NEW BUSINESS

- 1. **Action Memorandum No. 19-065:** Authorizing the City Manager to Negotiate and Enter Into a Contract with Dirtworks, Inc. to Pave the Pathway from Cope Industrial Way to S. Gulkana Street in the Amount of \$47,915.00.....Page 87

J. RECORD OF ITEMS PLACED ON THE TABLE

K. AUDIENCE PARTICIPATION

L. COUNCIL MEMBER COMMENTS

M. ADJOURNMENT

Tentative Future Palmer City Council Meetings

Meeting Date	Meeting Type	Time	Notes
Sep 24	Regular	7 pm	
Oct 7	Special	6 pm	Election Certification
Oct 8	Regular	7 pm	
Oct 22	Special	6 pm	Budget (1 st Public Hearing)
Oct 22	Regular	7 pm	
Oct 29	Special	6 pm	Budget
Nov 5	Special	6 pm	Budget
Nov 12	Special	6 pm	Budget
Nov 12	Regular	7 pm	
Nov 26	Special	6 pm	Budget
Nov 26	Regular	7 pm	
Dec 10	Regular	7 pm	Budget Adoption (Public Hearing)
Dec 24	Regular	7 pm	
Jan 14, '20	Regular	7 pm	

**City of Palmer
Ordinance No. 19-017**

Subject: Amending Palmer Municipal Code Chapter 2.25 Pertaining to Airport Advisory Commission

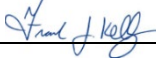
Agenda of: September 10, 2019 – Introduction
September 24, 2019 – Public Hearing

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



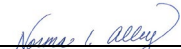
Originator Information:

Originator: Norma I. Alley, City Clerk

Department Review:

Route to:	Department Director:	Signature:	Date:
<u>X</u>	Airport Superintendent		<u>9/3/19</u>
_____	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):

- Ordinance No. 19-017

Summary Statement/Background:

The City Council requested the Palmer Municipal Code (PMC) be reviewed regarding the boards and commissions for potential revisions. On August 8, 2017, the city clerk brought forward Information Memorandum No. 17-016 to the City Council for discussion on potential PMC amendments regarding all the boards and commissions. The City Council convened a Committee of the Whole and provided valuable direction for amendments and requested each of the boards and commissions be presented with the potential amendments for an opportunity to provide their input.

The city clerk drafted potential amendments and presented them to the respective boards and commissions as noted below:

1. Airport Advisory Commission (AAC): 8/24/2017
2. Board of Economic Development (BED): 9/5/2017
3. Parks, Recreation and Cultural Advisory Board (PRCRAB): 9/7/2017
4. Planning and Zoning Commission (PZC): 8/17/2017

At each board and commission meeting, the general comments were positive to the direction the amendments were heading and additional suggestions were provided.

The attached ordinance reflects all changes to PMC Chapter 2.25 AAC as provided at the above mentioned meetings.

Administration's Recommendation:

Adopt Ordinance No. 19-017 Amending Palmer Municipal Code Chapter 2.25 Pertaining to Airport Advisory Commission

LEGISLATIVE HISTORY

Introduced by: Mayor via City Clerk
Date: September 10, 2019
Public Hearing: September 24, 2019
Action:
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

Ordinance No. 19-017

An Ordinance of the Palmer City Council Amending Palmer Municipal Code Chapter 2.25 Pertaining to Airport Advisory Commission

WHEREAS, the City Council adopted Ordinance No. 08-003, which enacted the Airport Advisory Commission (AAC); and

WHEREAS, the City Council recognizes the continued value the AAC brings to the Palmer community and wishes to provide clear guidance to the AAC through the Palmer Municipal Code (PMC); and

WHEREAS, the City Council periodically considers code amendments to assist in providing clear guidance; and

WHEREAS, the City Council adopted code amendments to Chapter 2.25 through Ordinance Numbers 14-005, 14-015, and 15-019.

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 Chapter 2.25 is hereby amended to read as follows (new language is underlined, and deleted language is ~~stricken~~):

**Chapter 2.25
Airport Advisory Commission**

Sections:

- 2.25.010 Purpose and duties.
- 2.25.020 Creation.
- 2.25.040 Compensation.
- 2.25.050 Staff assistance to commission.
- 2.25.060 Quorum.

- 2.25.070 Commission chair.
- 2.25.080 Meetings.
- 2.25.090 Public meeting notification.
- 2.25.100 Meetings—~~R~~ rules of proceedings.
- 2.25.110 Audience participation.
- 2.25.120 Agenda and agenda packets.
- 2.25.125 Order of business.
- 2.25.130 Voting.
- 2.25.140 Cause for removal.
- 2.25.150 Conflict of interest.

2.25.010 Purpose and duties.

The purpose of the commission includes the following:

- A. To assist in the development of plans for the airport;
- B. To recommend methods and means to implement airport plans;
- C. To assist in the promulgation of airport regulations;
- D. To work with and support city staff in the implementation of airport regulations; and
- E. To advance, promote and improve aviation development and opportunities.

2.25.020 Creation.

- A. There is created a city airport advisory commission which shall consist of seven members.
- B. Commission Organizational Structure. The commission shall be structured as follows:
 - 1. At least two members shall reside within city limits~~be city residents~~; and
 - 2. At least three, but no more than four, shall have interests in the city municipal airport.
- C. A person who leases real property (to include a tie-down space) at the airport or who uses the airport for any aircraft-related purpose is considered to be a person who has an interest in the airport.

2.25.040 Compensation.

- A. Each ~~board~~commission member shall receive \$50.00 per regular and special meeting attended in person or by teleconference.
- B. A commission member may decline compensation by completing the form required as provided by the city clerk~~to decline compensation~~.

2.25.050 Staff assistance to commission.

- A.~~The city manager or designee shall serve as staff to the commission.~~
- B.~~The manager or designee will be the regular technical adviser of the commission and may also be designated its executive secretary, but the manager or designee shall not have the power to vote.~~
- A. The city manager, or designee, shall assist the commission and will be the regular technical advisor of the commission, but shall not have the power to vote.
- B. City staff shall provide a recording clerk to the commission. The recording clerk shall keep a record of commission proceedings.

2.25.060 Quorum.

A quorum shall be made up of four members and be required to conduct a meeting, except that less than a quorum can adjourn a meeting to another time or date.

2.25.070 Commission chair.

- A. The chair shall preside at all commission meetings, ~~and~~ may participate in the debate, and vote on any matter of the commission.

B. In the temporary absence or disability of the chair, the vice chair shall exercise all the powers of chair during the temporary absence or disability of the chair.

2.25.080 Meetings.

A. Public Participation. All meetings are open to the public and shall be electronically recorded. The public shall have the reasonable opportunity to be heard.

B. Regular Meetings. Regular commission meetings shall be held at least quarterly on the fourth Thursday of each ~~the~~ month beginning at 7:00 p.m. in the city council chambers, unless otherwise designated by the commission.

C. Special Meetings. A special commission meeting may be held at the call of the chair, any two members of the commission, or the city manager. No business shall be transacted at any special meeting except that which is specifically stated in the meeting notice.

~~D. Attendance and participation at meetings by commission members may be by teleconferencing. Materials that are to be considered at the meeting shall be made available at teleconference locations if practicable. The vote at a meeting held by teleconference shall be taken by roll call.~~

D. Teleconferencing.

1. A commission member who will be absent from a meeting may participate in and vote at the meeting by teleconference under the following circumstances:

a. Reasonable technical capabilities are available at the meeting location to allow the member to participate by teleconference, to include being able to hear and engage in discussion, and being audible to all persons participating in the meeting;

b. Prior to the meeting reasonable efforts are made to ensure that the member participating by teleconference is provided with the meeting agenda and other pertinent documents to be discussed and/or acted upon. Access to the agenda and documents from the city's website will be considered sufficient access; and

c. All votes taken at the meeting are by roll call.

2. Commission members may not use teleconferencing as a regular form of participating in meetings.

3. Commission members shall provide the chair and commission's technical advisor with at least twenty-four (24) hours' notice of their intent to participate in a meeting via teleconference and provide sufficient contact information for purposes of setting up the teleconference; unless another length of time for notice is agreed upon by the commission's technical advisor.

4. Commission members are responsible for any charges incurred due to their participation in a meeting via teleconference.

5. The chair may participate in meetings by teleconference but shall not act as presiding officer of the meeting.

E. Adjournment. The commission shall adjourn not later than ~~11~~10:00 p.m. and may not reconvene any earlier than 9:00 a.m. the next day. However, by two-thirds consent of the commission the meeting may be extended for up to one hour, at which time adjournment is mandatory.

F. Minutes. Minutes shall be kept of the commission's proceedings. The minutes shall record the vote of each member upon every question. Every decision or finding shall immediately be filed in the city clerk's office and shall be a public record open to inspection by any person. Minutes shall be kept in accordance with best practices to ensure permanent retention of the record of proceedings and maintained in accordance with applicable local and state laws.

G. Report to the Council. The commission shall report ~~at least~~ biannually to the city council on commission objectives and performance.

2.25.090 Public meeting notification.

A. All public notices must include the date, time and place of a meeting, ~~and if the meeting is by teleconference, the location of the teleconferencing facilities that will be used.~~

B. Regular Meeting. Public meeting notification shall be by means of ~~posting~~ publishing the agenda on the city’s website ~~and by publishing the agenda for a regular meeting five days prior to the a regular meeting.~~

C. Special Meeting. Public meeting notification shall be by means of ~~posting~~ publishing the agenda on the city’s website ~~and by publishing the agenda for a regular meeting three days prior to the a special meeting.~~

2.25.100 Meetings—R rules of proceedings.

Meetings shall be conducted under the current edition of Robert’s Rules of Order, Newly Revised Edition.

2.25.110 Audience participation.

All presentations to the commission shall be limited to three minutes per person, five minutes per group and also limited to a total time of not more than 30 minutes, unless the limitations are enumerable, in which case the presiding officer may set reasonable limits.

2.25.120 Agenda and agenda packets.

A. The agenda for each meeting shall be prepared by the city manager, or designee, after consultation with the chair. The agenda shall include any discussion item requested in writing and signed by the chair or two commission members. The request shall be made to allow the timeframes of PMC 2.25.090.

B. The city manager, or designee, shall attempt to notify each commission member at least 48 hours prior to a regular meeting. Notification shall be by means of a packet including information on the time and place of meeting and the agenda. Whenever practicable, minutes of the previous meeting and other background material pertinent to the agenda shall be included in the packet.

2.25.125 Order of business.

At every regular meeting, the order of business shall be as follows:

- A. Call to order;
- B. Roll call;
- C. Pledge of allegiance;
- D. Approval of agenda;
- E. Approval of ~~the~~ minutes of previous meetings;
- F. Reports:
 - ~~1. Airport manager’s report;~~
- G. Audience participation;
- H. Unfinished business;
- I. New business;
- J. Commission member comments;
- K. Adjournment.

2.25.130 Voting.

A. The chair shall declare all votes, ~~but if~~ any member doubts a vote, the chair, ~~without further debate upon the question,~~ shall request a roll call vote and ~~the chair shall declare the result without further debate upon the question.~~

B. The vote upon all matters considered by the commission shall be taken by yes/yea or no/nay votes which shall be entered into the record, except that when the vote is unanimous, it shall be necessary only to so state.

C. Every member present shall vote, unless the member is recused due to a declaration of conflict of interest as stated in section 2.25.150 ~~chair excuses the member because of substantial financial interest and the commission does not override the chair's action. Declarations to be excused must be made before the vote, and shall be decided without debate.~~

D. The affirmative or negative vote of at least four members shall be required for official action of the commission.

2.25.140 Cause for removal.

A. A commission seat shall become vacant upon the occurrence of any of the following:

1. Expiration of the term of office;
2. Death of the commission member;
3. Resignation approved by the council;
4. Ceasing to possess the required eligibility qualifications to be a commission member;
5. Conviction of a felony involving moral turpitude ~~or an offense involving a violation of an oath of office;~~
6. Judicial determination that the commission member is of unsound mind;
7. ~~A decision of a competent tribunal declaring the appointment of the commission member void;~~
8. ~~Failure to take an oath of office within 30 days of appointment to office or with such shorter time between appointment and the date of the commission member's first commission meeting; and~~
97. ~~No longer physically resides in the city if it was a requirement of a member's appointment; and~~
108. ~~Other just cause for removal, as determined by a majority vote of the city council.~~

B. In addition, a commission member may be removed by the council if, during any 12-month period while in office:

1. The commission member is absent from three ~~regular~~ meetings without excuse; or
2. The commission member is absent from six ~~regular~~ meetings.
3. Absence from a meeting for good and sufficient cause shall be provided to the chair and commission's technical advisor prior to the meeting. The commission will determine if the good or sufficient absence is considered excused or unexcused by means of consent of the commission. The absence will be presumed unexcused if notification of the absence is not received prior to the meeting.

2.25.150 Conflict of interest.

A. A commission member shall declare a substantial financial interest the member has in an official action prior to discussion and vote on the matter.

~~AB.~~ The chair shall rule on the request to be excused from discussion and vote; ~~2.~~

~~BC.~~ The decision of the chair on the request may be overridden by a majority vote of the commission and shall be decided without debate.

Section 4. Effective Date. Ordinance No. 19-017 shall take effect upon adoption by the city of Palmer City Council.

Passed and approved this ____ day of September, 2019.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk

**City of Palmer
Ordinance No. 19-018**

Subject: Amending Palmer Municipal Code Chapter 2.22 Pertaining to Parks, Recreation and Cultural Resources Advisory Board

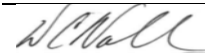
Agenda of: September 10, 2019 – Introduction
September 24, 2019 – Public Hearing

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



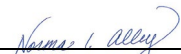
Originator Information:

Originator: Norma I. Alley, City Clerk

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
X	Public Works		9/4/19

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):

- Ordinance No. 19-018

Summary Statement/Background:

The City Council requested the Palmer Municipal Code (PMC) be reviewed regarding the boards and commissions for potential revisions. On August 8, 2017, the city clerk brought forward Information Memorandum No. 17-016 to the City Council for discussion on potential PMC amendments regarding all the boards and commissions. The City Council convened a Committee of the Whole and provided valuable direction for amendments and requested each of the boards and commissions be presented with the potential amendments for an opportunity to provide their input.

The city clerk drafted potential amendments and presented them to the respective boards and commissions as noted below:

1. Airport Advisory Commission (AAC): 8/24/2017
2. Board of Economic Development (BED): 9/5/2017
3. Parks, Recreation and Cultural Advisory Board (PRCRAB): 9/7/2017
4. Planning and Zoning Commission (PZC): 8/17/2017

At each board and commission meeting, the general comments were positive to the direction the amendments were heading and additional suggestions were provided.

The attached ordinance reflects all changes to PMC Chapter 2.22 PRCRAB as provided at the above mentioned meetings.

Administration's Recommendation:

Adopt Ordinance No. 19-018 Amending Palmer Municipal Code Chapter 2.22 Pertaining to Parks, Recreation, and Cultural Resources Advisory Board

LEGISLATIVE HISTORY

Introduced by: Mayor via City Clerk
Date: September 10, 2019
Public Hearing: September 24, 2019
Action:
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

Ordinance No. 19-018

An Ordinance of the Palmer City Council Amending Palmer Municipal Code Chapter 2.22 Pertaining to Parks, Recreation, and Cultural Resources Advisory Board

WHEREAS, the City Council adopted Ordinance No. 15-005, which enacted the Parks, Recreation, and Cultural Resources Advisory Board (PRCRAB); and

WHEREAS, the City Council recognizes the continued value the PRCRAB brings to the Palmer community and wishes to provide clear guidance to the PRCRAB through the Palmer Municipal Code (PMC); and

WHEREAS, the City Council periodically considers code amendments to assist in providing clear guidance; and

WHEREAS, the City Council adopted code amendments to Chapter 2.22 through Ordinance Number 15-019.

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 Chapter 2.22 is hereby amended to read as follows (new language is underlined, and deleted language is ~~stricken~~):

**Chapter 2.22
Parks, and Recreation, ~~and Cultural Resources~~ Advisory Board**

Sections:

- 2.22.005 Purpose.
- 2.22.010 Creation.
- 2.22.020 Duties ~~and responsibilities~~.
- 2.22.040 Compensation.
- 2.22.050 Staff assistance to board.

- 2.22.060 Quorum.
- 2.22.070 Board chair.
- 2.22.080 Meetings.
- 2.22.090 Public meeting notification.
- 2.22.100 Meetings— Rules of proceedings.
- 2.22.110 Audience participation.
- 2.22.120 Agenda and agenda packets.
- 2.22.130 Voting.
- 2.22.140 Cause for removal.
- 2.22.150 Conflict of interest.

2.22.005 Purpose.

- A. The purpose of the city of Palmer parks, ~~and~~ recreation ~~and cultural resources~~ advisory board is to develop, support, and advise the city council on all matters pertaining to city parks, recreation and cultural programs and projects.
- B. The board shall provide input and recommendations on issues relating to placement of memorials and plaques on city property and on the annual budget for city parks, recreation and cultural programs and projects.

2.22.010 Creation.

- A. There is created a city board for parks, ~~and~~ recreation ~~and cultural resources~~ which shall consist of seven members.
- B. Membership should include a varied representation ~~ves~~ from the community with interests in parks, recreation, trails, playgrounds, bikeways, the arts and the general public interest.
- C. The majority of the membership shall reside within city limits ~~be residents of the city of Palmer~~.

2.22.020 Duties and responsibilities.

The parks, ~~and~~ recreation, ~~and cultural resources~~ advisory board shall have the following duties and responsibilities:

- A. ~~To~~ Offer recommendations on the management, marketing, operations and maintenance of all city parks and recreation facilities, including the golf course;
- B. Support and guide acquisition and development of future parks, trails and recreational amenities;
- C. Receive public comment and input related to parks, recreation and cultural resources;
- D. Recommend relevant policy changes or enhancements to council;
- E. Advise staff and council on capital projects relating to parks, recreational and cultural ~~resources amenities capital projects~~;
- F. Periodically review the parks, trails and recreational facilities plan and recommend changes necessary in keeping with community needs and future growth;
- G. Promote art activities and the role of art in economic development and in reinforcing civic pride through arts and culture; and
- H. Recommend any necessary changes to the established fees for use of facilities and properties.

2.22.040 Compensation.

- A. Each board member shall receive \$50.00 per regular and special meeting attended in person or by teleconference.
- B. A ~~commission board~~ member may decline compensation by completing the form required as provided by the city clerk ~~to decline compensation~~.

2.22.050 Staff assistance to board.

The city manager or designee shall serve as staff to the board. The city manager or designee shall be the regular technical adviser of the board and may also be designated its executive secretary, but shall not have the power to vote.

A. The city manager, or designee, shall assist the board and will be the regular technical advisor of the board, but shall not have the power to vote.

B. City staff shall provide a recording clerk to the board. The recording clerk shall keep a record of board proceedings.

2.22.060 Quorum.

A quorum shall be made up of four members and be required to conduct a meeting, except that less than a quorum can adjourn a meeting to another time or date.

2.22.070 Board chair.

A. The chair shall preside at all board meetings, ~~and~~ may participate in the debate, and vote on any matter of the board.

B. In the ~~temporary absence or disability~~ of the chair, the vice chair shall exercise all the powers of chair ~~during the temporary absence or disability of the chair.~~

2.22.080 Meetings.

A. Public Participation. All meetings are open to the public and ~~shall be electronically recorded.~~ ~~T~~ the public shall have the reasonable opportunity to be heard.

B. Regular Meetings. Regular board meetings shall be held at least quarterly on the first Thursday of ~~each the~~ month beginning at 7:00 p.m. in the city council chambers, unless otherwise designated by the board.

C. Special Meetings. A special board meeting may be held at the call of the chair, any two members of the board, or the city manager. No business shall be transacted at any special meeting except that which is specifically stated in the meeting notice.

~~D. Attendance and participation at meetings by board members may be by teleconferencing. Materials that are to be considered at the meeting shall be made available at teleconference locations if practicable. The vote at a meeting held by teleconference shall be taken by roll call.~~

D. Teleconferencing.

1. A board member who will be absent from a meeting may participate in and vote at the meeting by teleconference under the following circumstances:

a. Reasonable technical capabilities are available at the meeting location to allow the member to participate by teleconference, to include being able to hear and engage in discussion, and being audible to all persons participating in the meeting;

b. Prior to the meeting reasonable efforts are made to ensure that the member participating by teleconference is provided with the meeting agenda and other pertinent documents to be discussed and/or acted upon. Access to the agenda and documents from the city's website will be considered sufficient access; and

c. All votes taken at the meeting are by roll call.

2. Board members may not use teleconferencing as a regular form of participating in meetings.

3. Board members shall provide the chair and board's technical advisor with at least twenty-four (24) hours' notice of their intent to participate in a meeting via teleconference and provide sufficient contact information for purposes of setting up the teleconference; unless another length of time for notice is agreed upon by the board's technical advisor.

4. Board members are responsible for any charges incurred due to their participation in a meeting via teleconference.

5. The chair may participate in meetings by teleconference but shall not act as presiding officer of the meeting.

E. Adjournment. The board shall adjourn not later than 10:00 p.m. and may not reconvene any earlier than 9:00 a.m. the next day. However, by two-thirds consent of the board the meeting may be extended for up to one hour, at which time adjournment is mandatory.

F. Minutes. Minutes shall be kept of the board's proceedings. The minutes shall record the vote of each member upon every question. Every decision or finding shall immediately be filed in the city clerk's office and shall be a public record open to inspection by any person. Minutes shall be kept in accordance with best practices to ensure permanent retention of the record of proceedings and maintained in accordance with applicable local and state laws.

G. Report to the Council. The board shall report ~~quarterly~~ at least biannually to the city council on board objectives and performance.

2.22.090 Public meeting notification.

A. All public notices must include the date, time and place of a meeting, ~~and if the meeting is by teleconference, the location of the teleconferencing facilities that will be used.~~

B. Regular Meeting. Public meeting notification shall be by means of ~~posting~~ publishing the agenda on the city's website ~~and by publishing the agenda for a regular meeting~~ five days prior to ~~the a regular~~ meeting.

C. Special Meeting. Public meeting notification shall be by means of ~~posting~~ publishing the agenda on the city's website ~~and by publishing the agenda for a regular meeting~~ three days prior to ~~the a special~~ meeting.

2.22.100 Meetings— Rules of proceedings.

Meetings shall be conducted under the current edition of Robert's Rules of Order, Newly Revised Edition.

2.22.110 Audience participation.

All presentations to the board shall be limited to three minutes per person, five minutes per group and also limited to a total time of not more than 30 minutes, unless the limitations are enumerable, in which case the presiding officer may set reasonable limits.

2.22.120 Agenda and agenda packets.

A. The agenda for each meeting shall be prepared by the city manager, or designee, after consultation with the chair. The agenda shall include any discussion item requested in writing and signed by the chair or two board members. The request shall be made to allow the timeframes of PMC 2.22.090.

B. The city manager, or designee, shall attempt to notify each board member at least 48 hours prior to a regular meeting. Notification shall be by means of a packet including information on the time and place of meeting and the agenda. Whenever practicable, minutes of the previous meeting and other background material pertinent to the agenda shall be included in the packet.

2.22.125 Order of business.

At every regular meeting, the order of business shall be as follows:

A. Call to order

B. Roll call

C. Pledge of allegiance

D. Approval of agenda

E. Approval of minutes of previous meetings

F. Reports

G. Audience participation

- H. Unfinished business
- I. New business
- J. Board member comments
- K. Adjournment

2.22.130 Voting.

- A. The chair shall declare all votes. ~~but if any member doubts a vote, the chair, without further debate upon the question, shall request a roll call vote and the chair shall declare the result without further debate upon the question.~~
- B. The vote upon all matters considered by the board shall be taken by yes/yea or no/nay votes which shall be entered into the record, except that when the vote is unanimous, it shall be necessary only to so state.
- C. Every member present shall vote, unless the member is recused due to a declaration of conflict of interest as stated in section 2.22.150. ~~chair excuses the member because of substantial financial interest and the board does not override the chair's action. Declarations to be excused must be made before the vote, and shall be decided without debate.~~
- D. The affirmative or negative vote of at least four members shall be required for official action of the board.

2.22.140 Cause for removal.

- A. A board seat shall become vacant upon the occurrence of any of the following:
 - 1. Expiration of the term of office;
 - 2. Death of the board member;
 - 3. Resignation approved by the council;
 - 4. Ceasing to possess the required eligibility qualifications to be a board member;
 - 5. Conviction of a felony involving moral turpitude ~~or an offense involving a violation of an oath of office;~~
 - 6. Judicial determination that the board member is of unsound mind;
 - 7. ~~Failure to take an oath of office within 30 days of appointment to office or with such shorter time between appointment and the date of the board member's first board meeting; and~~
 - 7. No longer physically resides in the city if it was a requirement of a member's appointment;
 - or
 - 8. Other just cause for removal, as determined by a majority vote of the city council.
- B. In addition, a board member may be removed by the council if, during any 12-month period while in office:
 - 1. The board member is absent from three ~~regular~~ meetings without excuse; or
 - 2. The board member is absent from six ~~regular~~ meetings.
 - 3. Absence from a meeting for good and sufficient cause shall be provided to the chair and board's technical advisor prior to the meeting. The board will determine if the good or sufficient absence is considered excused or unexcused by means of consent of the board. The absence will be presumed unexcused if notification of the absence is not received prior to the meeting.

2.22.150 Conflict of interest.

- A. A board member shall declare a substantial financial interest the member has in an official action prior to discussion and vote on the matter.
- ~~AB.~~ The chair shall rule on the request to be excused from discussion and vote.
- ~~BC.~~ The decision of the chair on the request may be overridden by a majority vote of the board and shall be decided without debate.

Section 4. Effective Date. Ordinance No. 19-018 shall take effect upon adoption by the city of Palmer City Council.

Passed and approved this ____ day of September, 2019.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk

**City of Palmer
Ordinance No. 19-019**

Subject: Amending Palmer Municipal Code Chapter 2.20 Pertaining to Planning and Zoning Commission


Agenda of: September 10, 2019 – Introduction
September 24, 2019 – Public Hearing

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



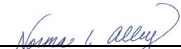
Originator Information:

Originator: Norma I. Alley, City Clerk

Department Review:

Route to:	Department Director:	Signature:	Date:
<u>X</u>	Community Development	<u></u>	<u>9/4/19</u>
_____	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: \$ **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):

- Ordinance No. 19-019

Summary Statement/Background:

The City Council requested the Palmer Municipal Code (PMC) be reviewed regarding the boards and commissions for potential revisions. On August 8, 2017, the city clerk brought forward Information Memorandum No. 17-016 to the City Council for discussion on potential PMC amendments regarding all the boards and commissions. The City Council convened a Committee of the Whole and provided valuable direction for amendments and requested each of the boards and commissions be presented with the potential amendments for an opportunity to provide their input.

The city clerk drafted potential amendments and presented them to the respective boards and commissions as noted below:

1. Airport Advisory Commission (AAC): 8/24/2017
2. Board of Economic Development (BED): 9/5/2017
3. Parks, Recreation and Cultural Advisory Board (PRCRAB): 9/7/2017
4. Planning and Zoning Commission (PZC): 8/17/2017

At each board and commission meeting, the general comments were positive to the direction the amendments were heading and additional suggestions were provided.

The attached ordinance reflects all changes to PMC Chapter 2.20 PZC as provided at the above mentioned meetings.

Administration's Recommendation:

Adopt Ordinance No. 19-019 Amending Palmer Municipal Code Chapter 2.20 Pertaining to Planning and Zoning Commission

LEGISLATIVE HISTORY

Introduced by: Mayor via City Clerk
Date: September 10, 2019
Public Hearing: September 24, 2019
Action:
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

Ordinance No. 19-019

An Ordinance of the Palmer City Council Amending Palmer Municipal Code Chapter 2.20 Pertaining to Planning and Zoning Commission

WHEREAS, the City Council adopted Ordinance No. 605, which enacted the Planning and Zoning Commission (PZC); and

WHEREAS, the City Council recognizes the continued value the PZC brings to the Palmer community and wishes to provide clear guidance to the PZC through the Palmer Municipal Code (PMC); and

WHEREAS, the City Council periodically considers code amendments to assist in providing clear guidance; and

WHEREAS, the City Council adopted code amendments to Chapter 2.20 through Ordinance Numbers 05-013, 06-022, 07-020, 14-004, 14-014, and 15-019.

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 Chapter 2.20 is hereby amended to read as follows (new language is underlined, and deleted language is ~~stricken~~):

**Chapter 2.20
Planning and Zoning Commission**

Sections:

- 2.20.010 Creation.
- 2.20.020 Incorporation of state law by reference.
- 2.20.030 Powers and duties.
- 2.20.040 Compensation.
- 2.20.050 Staff assistance to commission.

- 2.20.060 Quorum.
- 2.20.070 Commission chair.
- 2.20.080 Meetings.
- 2.20.090 Public meeting notification.
- 2.20.100 Meeting rules of proceedings.
- 2.20.110 Audience participation.
- 2.20.115 Commission initiated legislation requests.
- 2.20.120 Agenda and agenda packets.
- 2.20.125 Order of business.
- 2.20.130 Voting.
- 2.20.140 Cause for removal.
- 2.20.150 Conflict of interest.
- ~~2.20.010 Creation—Officers—Membership.~~
- ~~2.20.025 Compensation.~~
- ~~2.20.030 Incorporation of state law by reference.~~
- ~~2.20.040 Powers and duties.~~
- ~~2.20.050 Staff assistance to commission.~~
- ~~2.20.055 Quorum.~~
- ~~2.20.060 Commission chair.~~
- ~~2.20.061 Meetings.~~
- ~~2.20.070 Public meeting notification.~~
- ~~2.20.115 Commission initiated legislation requests.~~
- ~~2.20.122 Agenda and agenda packets.~~
- ~~2.20.131 Order of business.~~
- ~~2.20.135 Meetings—Rules of proceedings.~~
- ~~2.20.137 Audience participation.~~
- ~~2.20.281 Voting.~~
- ~~2.20.321 Cause for removal.~~
- ~~2.20.331 Conflict of interest.~~

2.20.010 Creation—Officers—Membership.

- A. There is created a city planning and zoning commission which shall consist of seven members.
- B. All members shall reside in the city. ~~must be residents of the city.~~

~~2.20.025 Compensation.~~

- A. Each commission member shall receive \$50.00 per regular and special.
- B. ~~A commission member may decline compensation by completing the form to decline compensation.~~

2.20.0230 Incorporation of state law by reference.

To the extent applicable, the laws of the state dealing with planning and zoning commissions, present and future, and all amendments thereto, are incorporated into this chapter and expressly included herein.

2.20.0340 Powers and duties.

The commission shall be required to do the following:

- A. Comprehensive Plan. From time to time, develop, adopt, alter or revise, ~~subject to approval and amendment by the city council,~~ a comprehensive plan for the physical development of the city, subject to approval and amendment by the city council. Such comprehensive plan, with accompanying maps, plats, charts, descriptive and explanatory matter, shall show the

commission's recommendations for the development of the city territory and may include, among other things:

1. A statement of policies, goals, and standards;
 2. A land use plan;
 3. A community facilities plan;
 4. A transportation plan; and
 5. Recommendations for implementation of the comprehensive plan;
- B. Make Recommendations. Make recommendations to the borough platting board regarding platting and subdividing of lots, blocks or lands, roads, water and sewer, within the city limits and, to the extent allowed by the borough platting board, regarding water and sewer within the city's water and sewer district outside the city limits;
- C. Ordinances and Policies Concerning Subdivision of Land.
1. In exercising the powers granted it by this section, the commission may prepare and recommend for city council adoption ordinances and policies governing the subdivision of land within the city limits. Such ordinances and policies may provide for the harmonious development of the city and its environs; for the coordination of streets and other ways within the subdivided land with other existing or planned streets and ways and for conformance to the comprehensive plan or official map; for adequate open spaces; for spaces for traffic, utilities, recreation, light and air; and for the avoidance of congestion of population;
 2. Subdividing, for the purposes of this section, shall be deemed to include the division of any lot, tract, or parcel of land into two or more lots, sites or other divisions of land for the purpose, whether immediate or future, of sale or building development;
- D. Perform duties as set out in PMC Title 17, Zoning; and
- E. Perform those duties established by the council from time to time.

2.20.040 Compensation.

- A. Each commission member shall receive \$50.00 per regular and special meeting attended in person or by teleconference.
- B. A commission member may decline compensation by completing the form required as provided by the city clerk.

2.20.050 Staff assistance to commission.

- A. The city manager, or designee, shall assist the commission and shall be qualified by special training and experience in the field of city planning.
- B. The city manager, or designee, will be the regular technical adviser of the commission, ~~and may also be designated its executive secretary, but the city manager or designee shall not have the power to vote but shall not have the power to vote.~~
- C. City staff shall provide a recording clerk to the commission. The recording clerk shall keep a record of commission proceedings.

2.20.06055 Quorum.

A quorum shall be made up of four members and be required to conduct a meeting, except that less than a quorum can adjourn a meeting to another time or date.

2.20.0760 Commission chair.

- A. The chair shall preside at all commission meetings, may participate in the debate, and vote on any matter of the commission.
- B. In the ~~temporary absence or disability~~ of the chair, the vice chair shall exercise all the powers of chair ~~during such temporary absence or disability of the chair and may also vote.~~

2.20.08061 Meetings.

A. Public Participation. All meetings are open to the public and shall be electronically recorded. The public shall have the reasonable opportunity to be heard.

B. Regular Meetings.

1. Regular meetings of the commission shall be held on the third Thursday of each month beginning at 7:00 p.m. in the city council chambers, unless otherwise designated by the commission.

2. In order to give the public a greater opportunity to attend and participate in the commission meetings, the commission may hold a regular meeting in public locations throughout the city other than the usual meeting place. When the commission designates an alternate location, the public must be notified as required in PMC 2.20.0970.

C. Special Meetings. A special commission meeting may be held at the call of the chair, any two commission members, or the city manager. No business shall be transacted at any special meeting except that which is specifically stated in the meeting notice.

~~1. A special commission meeting may be held at the call of the chair, any two commission members, or the city manager.~~

~~2. No business shall be transacted at any special meeting except that which is specifically stated in the meeting notice.~~

~~D. Teleconferencing.~~ Teleconferencing may be used for all lawful activities of the city and, if all voting individuals have an opportunity to evaluate all testimony and evidence, to vote on actions.

D. Teleconferencing.

1. A commission member who will be absent from a meeting may participate in and vote at the meeting by teleconference under the following circumstances:

a. Reasonable technical capabilities are available at the meeting location to allow the member to participate by teleconference, to include being able to hear and engage in discussion, and being audible to all persons participating in the meeting;

b. Prior to the meeting reasonable efforts are made to ensure that the member participating by teleconference is provided with the meeting agenda and other pertinent documents to be discussed and/or acted upon. Access to the agenda and documents from the city's website will be considered sufficient access; and

c. All votes taken at the meeting are by roll call.

2. Commission members may not use teleconferencing as a regular form of participating in meetings.

3. Commission members shall provide the chair and commission's technical advisor with at least twenty-four (24) hours' notice of their intent to participate in a meeting via teleconference and provide sufficient contact information for purposes of setting up the teleconference; unless another length of time for notice is agreed upon by the commission's technical advisor.

4. Commission members are responsible for any charges incurred due to their participation in a meeting via teleconference.

5. The chair may participate in meetings by teleconference but shall not act as presiding officer of the meeting.

E. Adjournment. The commission shall adjourn not later than 11:00 p.m. and may not reconvene any earlier than 9:00 a.m. the next day. However, by two-thirds consent of the commission the meeting may be extended for up to one hour, at which time adjournment is mandatory.

~~1. The commission shall adjourn not later than 11:00 p.m. and may not reconvene any earlier than 9:00 a.m. the next day.~~

~~2. However, by two-thirds consent of the commission the meeting may be extended for up to one hour, at which time adjournment is mandatory.~~

F. Unsuitable Location. If, after having been lawfully assembled in a location properly designated, the commission determines that a condition exists which renders such location

unsuitable, it may recess the meeting and reconvene at a different location suitable to the needs of the commission. The location to which the meeting shall be reconvened shall be made known publicly prior to recess and notices shall be posted at the place originally designated; provided, that failure to post shall not affect the jurisdiction of the meeting.

~~1. If, after having been lawfully assembled in a location properly designated, the commission determines that a condition exists which renders such location unsuitable, it may recess the meeting and reconvene at a different location suitable to the needs of the commission.~~

~~2. The location to which the meeting shall be reconvened shall be made known publicly prior to recess and notices shall be posted at the place originally designated by the clerk or designee; provided, that failure to post shall not affect the jurisdiction of the meeting.~~

G. Minutes. Minutes shall be kept of the commission's proceedings. The minutes shall record the vote of each member upon every question. Every decision or finding shall immediately be filed in the city clerk's office and shall be a public record open to inspection by any person. Minutes shall be kept in accordance with best practices to ensure permanent retention of the record of proceedings and maintained in accordance with applicable local and state laws.

~~1. Minutes shall be kept of the commission's proceedings, and such minutes shall record the vote of each member upon every question.~~

~~2. Every decision or finding shall immediately be filed in the city clerk's office and shall be a public record open to inspection by any person.~~

H. Report to the Council. The commission shall report at least biannually to the city council on commission objectives and performance.

2.20.0970 Public meeting notification.

~~A. All public notices must include the date, time and place of a meeting, and if the meeting is by teleconference, the location of the teleconferencing facilities that will be used.~~

~~B. Regular Meeting. Public meeting notification shall be by means of posting publishing the agenda on the city's website and by publishing the agenda for a regular meeting five days prior to the a regular meeting.~~

~~C. Special Meeting. Public meeting notification shall be by means of posting publishing the agenda on the city's website and by publishing the agenda for a regular meeting three days prior to the a special meeting.~~

2.20.100 Meeting rules of proceedings.

Meetings shall be conducted under the current edition of Robert's Rules of Order, Newly Revised Edition.

2.20.110 Audience participation.

All presentations to the commission shall be limited to three minutes per person, five minutes per group and also limited to a total time of not more than 30 minutes, unless the limitations are enumerable, in which case the presiding officer may set reasonable limits.

2.20.115 Commission-- initiated legislation requests.

At a regular meeting, two commission members may direct the city manager, or designee, to prepare legislation pertaining to PMC Title 17 for action at a subsequent meeting; provided, however, the majority of the commission may vote to override the direction. The direction and motion to override may occur even though neither is on the agenda.

2.20.1202 Agenda and agenda packets.

A. The agenda for each meeting shall be prepared by the city manager, or designee, after consultation with the chair. The agenda shall include any discussion item requested in writing and

signed by the chair or two commission members. The request shall be made to allow the timeframes of PMC 2.20.0970.

B. The city manager, or designee, shall attempt to notify each commission member at least 48 hours prior to a regular meeting. Notification shall be by means of a packet including information on the time and place of meeting and the agenda. Whenever practicable, minutes of the previous meeting and other background material pertinent to the agenda shall be included in the packet.

2.20.12531 Order of business.

At every regular meeting of the commission, the order of business shall be as follows:

- A. Call to order
- B. Roll call
- C. Pledge of allegiance
- D. Approval of agenda
- E. Approval of minutes of previous meetings
- F. Reports
- G. Audience participation
- H. Public hearings
- I. Unfinished business
- J. New business
- K. Plat reviews
- L. Public comments
- M. Commission member comments
- N. Adjournment

- ~~A. Call to order;~~
- ~~B. Roll call;~~
- ~~C. Pledge of allegiance;~~
- ~~D. Approval of agenda;~~
- ~~E. Minutes of previous meetings;~~
- ~~F. Persons to be heard;~~
- ~~G. Public hearings;~~
- ~~H. Unfinished business;~~
- ~~I. New business;~~
- ~~J. Plat reviews;~~
- ~~K. Public comments;~~
- ~~L. Staff report;~~
- ~~M. Commission member comments;~~
- ~~N. Adjournment; provided, however, the agenda can be changed by the majority vote of the commission if such change would serve the public interest or expedite business.~~

~~2.20.135 Meetings — Rules of proceedings.~~

~~Meetings shall be conducted under the current edition of Robert’s Rules of Order, Newly Revised Edition.~~

~~2.20.137 Audience participation.~~

~~All presentations to the commission shall be limited to three minutes per person, five minutes per group and also limited to a total time of not more than 30 minutes, unless the limitations are enumerable, in which case the presiding officer may set reasonable limits.~~

2.20.28130 Voting.

A. The chair shall declare all votes, ~~but if~~ any member doubts a vote, the chair, ~~without further debate upon the question,~~ shall request a roll call vote and ~~the chair shall declare the result without further debate upon the question.~~

B. The vote upon all matters considered by the commission shall be taken by yes/yea or no/nay votes which shall be entered upon the record, except that when the vote is unanimous, it shall be necessary only to so state.

C. Every member present shall vote, unless the member is recused due to a declaration of conflict of interest as stated in section 2.20.150 ~~chair excuses the member because of substantial financial interest and the commission does not override the chair's action. Declarations to be excused must be made before the vote, and shall be decided without debate.~~

D. The affirmative or negative vote of at least four members shall be required for official action of the commission.

2.20.32140 Cause for removal.

A. A commission seat shall become vacant upon the occurrence of any of the following:

1. Expiration of the term of office;
2. Death of the commission member;
3. Resignation approved by the council;
4. Ceasing to possess the required eligibility qualifications to be a commission member;
5. Conviction of a felony involving moral turpitude or an offense involving a violation of an oath of office;
6. Judicial determination that the commission member is of unsound mind;
7. ~~A decision of a competent tribunal declaring the appointment of the commission member void;~~
8. ~~Failure to take an oath of office within 30 days of appointment to office or with such shorter time between appointment and the date of the commission member's first commission meeting;~~
9. No longer physically resides in the city; ~~and/or~~
10. Other just cause for removal, as determined by a majority vote of the city council.

B. In addition, a commission member may be removed by the council if, during any 12-month period while in office:

1. The commission member is absent from three ~~regular~~ meetings without excuse; or
2. The commission member is absent from six ~~regular~~ meetings.
3. Absence from a meeting for good and sufficient cause shall be provided to the chair and commission's technical advisor prior to the meeting. The commission will determine if the good or sufficient absence is considered excused or unexcused by means of consent of the commission. The absence will be presumed unexcused if notification of the absence is not received prior to the meeting.

2.20.33150 Conflict of interest.

A. A commission member shall declare a substantial financial interest the member has in an official action prior to discussion and vote on the matter.

AB. The chair shall rule on the request to be excused from discussion and vote,;

BC. The decision of the chair on the request may be overridden by a majority vote of the commission and shall be decided without debate.

Section 4. Effective Date. Ordinance No. 19-019 shall take effect upon adoption by the city of Palmer City Council.

Passed and approved this ____ day of September, 2019.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk

**City of Palmer
Action Memorandum No. 19-062**

Subject: Authorizing the City Manager to Purchase Firefighter Personal Protective Equipment for Palmer Fire and Rescue from Alaska Safety, Inc. using Palmer Municipal Code 3.21.230(A)(3) Governmental and Proprietary Procurements

Agenda of: September 10, 2019

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

Originator Information:

Originator: John McNutt, Fire Chief

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
<u> √ </u>	Finance	<u><i>John McNutt</i></u>	<u>08/22/19</u>
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

Approved for Presentation By:

	Signature:	Remarks:
City Manager	<u><i>John McNutt</i></u>	_____
City Attorney	<u><i>[Signature]</i></u>	_____
City Clerk	<u><i>Norina L. Alley</i></u>	_____

Certification of Funds:

Total amount of funds listed in this legislation: \$ 33,900.00

This legislation (√):

- Creates revenue in the amount of: \$ _____
- Creates expenditure in the amount of: \$ 33,900.00
- Creates a saving in the amount of: \$ _____
- Has no fiscal impact

Funds are (√):

- Budgeted Line item(s): 09-01-10-6053
- Not budgeted

Director of Finance Signature: *John McNutt*

Attachment(s):

- Quote from Alaska Safety, Inc.
- Letter of Sole Source for Lion

Summary Statement/Background:

Palmer Fire & Rescue is in the process of replacing firefighter personal protective equipment (PPE) that has or will reach its recommended life cycle in 2018/2019. National Fire Protection Association Standard (NFPA) 1851, *Standard on Selection, Care, and Maintenance of Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting* recommends PPE is removed from service ten years after the manufacture date of the ensemble. The PPE to be replaced was purchased in 2008/2009. This order will replace the PPE that is currently or soon to be expired equipment. The new PPE has extra built in protections to protect firefighters from the carcinogens encountered during firefighting operations.

The Fire & Rescue Department proposes to purchase the PPE through the local Lion vendor, Alaska Safety, Inc. This is to ensure compatibility with current PPE in the department inventory.

The PPE purchase will total \$33,900.00.

Administration's Recommendation:

To approve Action Memorandum No. 19-062 Authorizing the City Manager to Purchase Firefighter Personal Protective Equipment for Palmer Fire and Rescue from Alaska Safety, Inc. using Palmer Municipal Code 3.21.230(A)(3) Governmental and Proprietary Procurements

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# 003754

Account ID 00001845	Contact John McNutt	
Customer PO None	Telephone (907) 745-3854	Facsimilie (907) 745-5443

Bill To:

Palmer Fire & Rescue*
 Accounts Payable
 645 East Cope Industrial Way
 Palmer, AK 99645

Ship To:

Palmer Fire & Rescue*
 645 East Cope Industrial Way
 Palmer, AK 99645

Special Order Drop Ship

Quote Date 08/15/2019	Comments		Special Instructions		Terms NET 30
Ship Via WC	Date Required 08/15/2019	FOB Anchorage	Prepared By WR	Order#	Salesperson Wilson Reece
Quantity	Item#	Description		Price	Total
12 EACH	LAPSGQ14865COAT	Palmer Fire/Rescue V-Force Turn Out Coat RED ZONE SPEC		\$1,710.00	\$20,520.00
12 EACH	LAPSGQ14865PANTS	Palmer Fire/Rescue V-Force Turn Out Pant		\$1,115.00	\$13,380.00

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

Sub Total	\$33,900.00
EXMT 0% Tax	\$0.00
Freight	\$0.00
Grand Total	\$33,900.00
Deposit	\$0.00
Balance	\$33,900.00

Approved By: _____ Date _____



Monday, August 31, 2017

Re: LION Sales & Authorized Distributor notification

To whom it may concern,

As a follow up to requests for "Sole Source" notification, please accept this letter confirming LION's distribution options for Alaska.

LION offers its PPE products for sale in Alaska via its approved distributor Alaska Safety.

While LION has experienced a long partnership with Alaska Safety over the years and we believe they can serve your PPE needs well.

Thank you for your consideration of LION PPE products for your personal protection requirements. Should you have any questions at all, please feel free contact me immediately.

Sincerely,

Will Antunes
Region 9 Manager
LION
503-816-0582
WAntunes@LIONprotects.com
www.LIONprotects.com

A. CALL TO ORDER

A regular meeting of the Palmer City Council was held on July 23, 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	Julie Berberich (participated telephonically)
Steve Carrington, Deputy Mayor	Linda Combs
Sabrena Combs	David Fuller (participated telephonically)

Staff in attendance were the following:

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

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

D. APPROVAL OF AGENDA

1. Approval of Consent Agenda
 - a. **Action Memorandum No. 19-057:** Authorizing the City Manager to Purchase New Beacon AMA Water Meter Reading Software from National Meter and Automation in the Amount of \$15,174.00
 - b. **Action Memorandum No. 19-058:** Authorizing the City Manager to Negotiate and Execute a Contract with Nodak Electric and Construction, Inc. for the Installation of a 200 AMP Load Center and all Underground Electrical Requirements for Two LED Area Lights with Poured Concrete Base and Pole with Mast Arm in the Amount of \$22,400.00
 - c. **Action Memorandum No. 19-059:** Authorizing the City Manager to Negotiate and Enter into a Sole Source Contract with Sherman Technologies, LLC for the Materials, Equipment, and Installation of Two Security Cameras at A-Moosement Park in the Amount of \$22,208.00
 - d. **Action Memorandum No. 19-060:** Authorizing the City Manager to Execute a Contract for the Construction of the 2019 Airfield Safety Improvement Project to Dirtworks, Inc. in the Amount of \$858,190.80, Contingent upon Receive a Federal Aviation Administration Grant, and Authorizing the City Manager to Accept and Execute Said Grant from the Federal Aviation Administration for the Airport Improvement Project in the Amount of \$937,980.00 When Offered
2. Approval of Minutes of Previous Meetings
 - a. June 25, 2019, Special Meeting

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

Moved by:	S. Combs
Seconded by:	L. Combs
Vote:	6 Yes/1 (Vacant)
Action:	Motion Carried

E. COMMUNICATION AND APPEARANCE REQUESTS

1. Presentation from Palmer Museum of History and Art Executive Director Sam Dinges

Mr. Sam Dinges updated City Council on the events and programs held, digitizing their photo collection, and future plans.

F. REPORTS

1. City Manager's Report

City Manager Wallace highlighted his written report and added the Wastewater Treatment Plant performance had been as expected.

2. City Clerk's Report - None.
3. Mayor's Report

Mayor DeVries highlighted her written report and asked for Palmer Pride Awards nominations.

4. City Attorney's Report - None.

G. AUDIENCE PARTICIPATION

Mr. Stu Graham, Alaska Municipal League (AML) First Vice President, spoke to the importance of AML matters.

Mr. Todd Smolden, Governor Dunleavy's Mat-Su Office Director, provided an update on Governor's Office and summarized current legislative session regarding the budget.

H. PUBLIC HEARINGS

1. **Ordinance No. 19-013:** Amending Palmer Municipal Code Chapter 17.44 A-C Airport Commercial District

Mayor DeVries opened the public hearing on Ordinance No. 19-013. City Manager Wallace summarized the staff report.

Mr. Richard Best spoke in favor of Ordinance No. 19-013.

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

Main Motion: To Adopt Ordinance No. 19-013

Moved by:	S. Combs
Seconded by:	L. Combs
Vote:	6 Yes/1 (Vacant)
Action:	Motion Carried

2. **Ordinance No. 19-014:** Amending Palmer Municipal Code Sections 17.89.020 Definitions, 17.89.030 Short-Term Rental Classifications, and 17.89.070 Standards Relating to Short-Term Rentals

Mayor DeVries opened the public hearing on Resolution No. 19-014.

Mr. Mike Chmielewski spoke against Resolution No. 19-014.

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

Main Motion: To Adopt Ordinance No. 19-014

Moved by:	Carrington
Seconded by:	Fuller
Vote:	6 Yes/1 (Vacant)
Action:	Motion Carried

I. NEW BUSINESS

- 1. Committee of the Whole:
 - a. Review of Council Member Applications

The Council entered into a Committee of the Whole at 7:49 p.m.

Mayor DeVries announced Applicant Larry Hill withdrew his name.

City Council reviewed the questions and applicant packets. Consensus was to use the questions as submitted and conduct interviews with Applicant Richard W. Best, Applicant James Cooper, and Applicant Jill Valerius.

Mayor DeVries recapped the selection and appointment process and stated expectations for the evening process.

- b. City Council Member Applicant Interviews

Mayor DeVries opened the floor for questions of the applicants.

Richard W. Best’s interview questions and answers were as follows:

Question: Tell us about yourself.

Mr. Richard W. Best answered he had lived in Palmer since 1999 and has worked the past twenty-five years in the engineering industry. He currently works for the Alaska State Legislator and city of Palmer experience was four and half years on the Planning and Zoning Commission, twelve years on City Council, served on Board of Economic Development, and currently serves on the Airport Advisory Commission.

Question: What do you feel is the most critical issue facing the city of Palmer today?

Mr. Best asked for clarification on the question. Mayor DeVries stated she could not provide further clarification and recommended he answer as best as he could.

Mr. Best stated filling the vacancy was the most critical issue and the position does not give leeway for a learning curve, so due to the short time frame of the position, he was the most qualified amongst the applicants. He added city growth was the biggest issue the City was facing.

Question: What do you think is the most positive attribute of the City?

Mr. Best answered he thought the City had great city managers and government with the culture of the city employees, since he was part of hiring the city manager, city attorney, and city clerk.

Question: Share your assessment of any recent decision of the City Council.

Mr. Best answered he was always someone that talked about process and process was not followed for the new painted crosswalk. The public was not informed or had any input into the installation.

Applicant Jim Cooper's interview questions and answers were as follows:

Question: Tell us about yourself.

Mr. Cooper answered he was born and raised in Palmer, left for military service, him and his wife purchased Just Sew when they returned, and is now retired. He has served the Palmer community with the Chamber of Commerce, Planning & Zoning Commission, City Council as a council member and mayor, President of Alaska Municipal League, Palmer Citizen of the year in 1990, and Chair of Board of Economic Development.

Question: What do you feel is the most critical issue facing the City of Palmer today?

Mr. Cooper answered budget cuts and the four-lane highway were the most critical issues the city was facing. He stated the city needed to continue to be proactive and build on Palmers strengths, which were a sense of community, natural beauty, and quality of life.

Question: What do you think is the most positive attribute of the City?

Mr. Cooper answered Palmer was a great community and had good local events, which personifies the theme of Alaska At Its Best.

Question: Share your assessment of any recent decision of the City Council.

Mr. Cooper answered the Council should had taken a stand on the Governor's budget cuts due to the effect it would have on the City and the Borough.

Applicant Jill Valerius' interview questions and answers were as follows:

Question: Tell us about yourself.

Dr. Valerius answered she owned a local medical practice since 2014 and resided in the state for the last fifteen and half years, moving from Minnesota. She informed the Council the experience she brought was from her physician's standpoint of listening and empowering the community.

Question: What do you feel is the most critical issue facing the City of Palmer today?

Dr. Valerius answered community growth, fiscal responsibility to the community, and continual economic growth.

Question: What do you think is the most positive attribute of the City?

Dr. Valerius answered Palmer has a great history, which is distinguished compared to others.

Question: Share your assessment of any recent decision of the City Council.

Dr. Valerius answered the Council's plastic bag decision, in May 2018, was economic and environmentally friendly.

The Council adjourned from Committee of the Whole and reconvened the Regular Meeting at 8:20 p.m.

2. Selection and Appointment of City Council Member

Mayor DeVries opened the floor for nominations for the Interim City Council Member.

Deputy Mayor Carrington nominated Richard W. Best, James Cooper, and Jill Valerius, which was supported by Council Member S. Combs.

Hearing no further nominations Mayor DeVries closed the nominations, requested City Clerk Alley explain the voting process, and called for a vote.

City Clerk Alley explained a vote on the three nominees would be done in alphabetical order by last name. Each member of the Council gets one vote for a nominee. The nominee with a minimum of four votes would be appointed. If there is not a nominee with four votes, there would be a second vote with the nominees with the most votes.

First Vote on Nomination: Richard W. Best

In favor:	Carrington, L. Combs, DeVries
Action:	Not Appointed

First Vote on Nomination: James Cooper

In favor:	No Votes
Action:	Not Appointed

First Vote on Nomination: Jill Valerius

In favor:	Berberich, S. Combs, Fuller
Action:	Not Appointed

City Clerk Alley announced a second vote would be conducted with Mr. Best and Dr. Valerius.

Second Vote on Nomination: Richard W. Best

In favor:	Carrington, L. Combs, DeVries
Action:	Not Appointed

Second Vote on Nomination: Jill Valerius

In favor:	Berberich, S. Combs, Fuller
Action:	Not Appointed

City Clerk Alley announced neither remaining nominees received a majority vote, so no applicant was appointed.

Council Member S. Combs brought forward an additional question through Mayor DeVries for Mr. Best and Dr. Valerius to answer.

Question: Do you feel your current employment or profession would prohibit you from attending council meetings in person on a regular basis?

Mr. Best answered he did not have anything which would prohibit him from attending Council meetings.

Dr. Valerius answered there was nothing about her employment or profession which prohibits her from regularly attending meetings.

Council Member Fuller brought forward two additional questions through Mayor DeVries.

Question: Are you a qualified candidate for the upcoming city council seat election?

Mr. Best stated the question was vague in how it was asked, so the answer would be vague. He answered since the filing period was still open, he had not submitted paperwork yet.

Dr. Valerius answered yes, she was.

Question: Does your current employment create a conflict of interest as a member of the Council?

Mr. Best answered he had his application checked over with legislative's legal and they stated there was not a conflict with his current position.

Dr. Valerius answered no, there was no conflict.

Mayor asked if Council wanted to vote on the two nominees ask more questions or recess.

Mayor DeVries called a recess at 8:37 p.m. The meeting reconvened at 8:52 p.m.

Council Member L. Combs brought forward an additional question through Mayor DeVries for Mr. Best and Dr. Valerius.

Question: The seat you have applied for consists of 70-77 days of service, what experience in city government do you offer that will make a difference for those 70-77 days?

Mr. Best answered he had twelve plus years on City Council, and a number of those years were served as deputy mayor, four and half years on Planning and Zoning Commission, and is currently serving on the Airport Advisory Commission.

Dr. Valerius answered most of her experience with the city was presenting or coming before the Council when requesting various things. The additional experience she had was from running a business in the City.

Council Member Berberich brought forward an additional question through Mayor DeVries.

Question: What is your feeling on term limits for City Council?

Mr. Best answered the voters are wise enough and with enough acumen to make the right choice as shown by the change in the seats every election in the last few years.

Dr. Valerius answered she is in favor of the term limits because it makes sense to turn things over a bit and grow from change.

Mayor DeVries called for a third vote on Mr. Best and Dr. Valerius.

Hearing no further nominations Mayor DeVries closed the nominations and called for a vote.

Third Vote on Nomination: Richard W. Best

In favor:	Carrington, L. Combs, DeVries
Action:	Not Appointed

Third Vote on Nomination: Jill Valerius

In favor:	Berberich, S. Combs, Fuller
Action:	Not Appointed

Mayor DeVries asked if there were any additional questions for the nominees.

Council Member L. Combs stated since they had an abundance of applicants, but have conflicting views of the nominees, she requested to postpone the appointment to allow the members of the Council time to review the evening notes.

Motion to Postpone: The Appointment and Call a Special Meeting on August 6, 2019, at 6:00 p.m.

Moved by:	L. Combs
Seconded by:	Carrington
Vote:	5 Yes/1 No (S. Combs)/1 (Vacant)
Action:	Motion Carried

J. RECORD OF ITEMS PLACED ON THE TABLE

City Clerk Alley reported the Palmer Municipal Code and applicant questions were the Items Placed on the Table.

K. AUDIENCE PARTICIPATION

Mr. Mike Chmielewski thanked the Council for the installation of the signs at the crosswalk on Alaska Street. He then spoke about the painted crosswalks and highlighted the process of how the community went about appropriating them.

L. COUNCIL MEMBER COMMENTS

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

M. ADJOURNMENT

With no further business before the Council, the meeting adjourned at 9:17 p.m.

Approved this ____ day of _____, 2019.

Norma I. Alley, MMC, City Clerk

Edna B. DeVries, Mayor

A. CALL TO ORDER

A regular meeting of the Palmer City Council was held on August 13, 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
Julie Berberich
Steve Carrington, Deputy Mayor

Linda Combs
Sabrena Combs (participated telephonically)
David Fuller

Staff in attendance were the following:

Nathan Wallace, City Manager
Norma I. Alley, MMC, City Clerk

Michael Gatti, City Attorney
Kara Johnson, Deputy City Clerk

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

D. APPROVAL OF AGENDA

Main Motion: To Postpone the Oath of Office to August 27 and Approve the Agenda

Moved by:	L. Combs
Seconded by:	Carrington
Vote:	6 Yes/1 (Vacant)
Action:	Motion Carried

~~E. OATH OF OFFICE~~ - Oath of Office was postponed until Tuesday, August 27, 2019.

F. APPROVAL OF CONSENT AGENDA

1. Approval of Consent Agenda
 - a. **Resolution No. 19-016:** Appointing Election Officials for the City of Palmer Regular Election on Tuesday, October 1, 2019.
 - b. **Action Memorandum No. 19-061:** Confirming the Mayor's Nomination of Sabrina Shelton and Josh Tudor to the Planning and Zoning Commission with a Term Ending October 31, 2021.
2. Approval of Minutes of Previous Meetings
 - a. June 25, 2019, Regular Meeting.
 - b. July 9, 2019, Regular Meeting.

Main Motion: To Approve the Consent Agenda and Minutes

Moved by:	L. Combs
Seconded by:	Fuller
Vote:	6 Yes/1 (Vacant)
Action:	Motion Carried

G. COMMUNICATION AND APPEARANCE REQUESTS

1. Presentation from Planning and Zoning Commission Chair Dan Lucas

Chair Lucas reported on the below recent Commission agenda items:

- Title 17 Zoning review;
- Highway Commercial Zone consideration;
- Downtown Business Overlay review;
- Couple Conditional Use Permit Requests;
- Microbreweries; and
- Brownfields presentation.

H. REPORTS

1. City Manager's Report

City Manager Wallace highlighted his written report and announced the city received a Federal Aviation Administration Grant.

1. Clerk's Report

City Clerk Alley highlighted her written report.

2. Mayor's Report

Mayor DeVries highlighted her written report.

3. City Attorney's Report

None.

I. AUDIENCE PARTICIPATION

Mr. Eugene Carl Haberman testified on the public process, rights for the public to address policies and procedures, and recent activities at other jurisdiction meetings.

J. NEW BUSINESS

None.

K. RECORD OF ITEMS PLACED ON THE TABLE

City Clerk Alley reported there were no Items Placed on the Table.

L. AUDIENCE PARTICIPATION

Mr. Eugene Carl Haberman testified on the public process, rights for the public to address policies and procedures, and recent activities at other jurisdiction meetings.

City Manager Wallace spoke about how the proposed Borough sales tax legislation would impact the city. Council discussion ensued on means to minimize the effect of the tax on the City.

M. COUNCIL MEMBER COMMENTS

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

N. ADJOURNMENT

With no further business before the Council, the meeting adjourned at 7:45 p.m.

Approved this ____ day of _____, 2019.

Norma I. Alley, MMC, City Clerk

Edna B. DeVries, Mayor

Greater Palmer community feedback

Total Responses 399

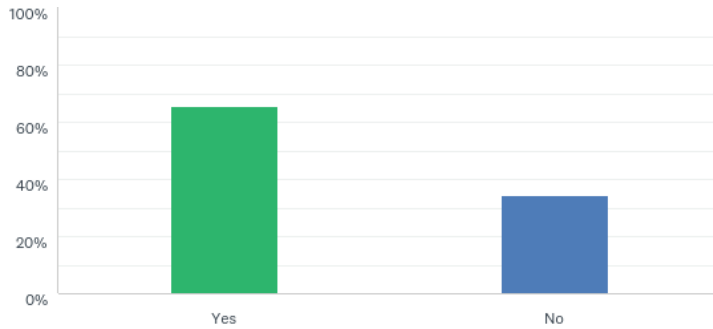
Date Created: Monday, May 20, 2019

Wednesday, August 07, 2019

Powered by  SurveyMonkey

Q1: Are you a resident of the City of Palmer?

Answered: 399 Skipped: 0



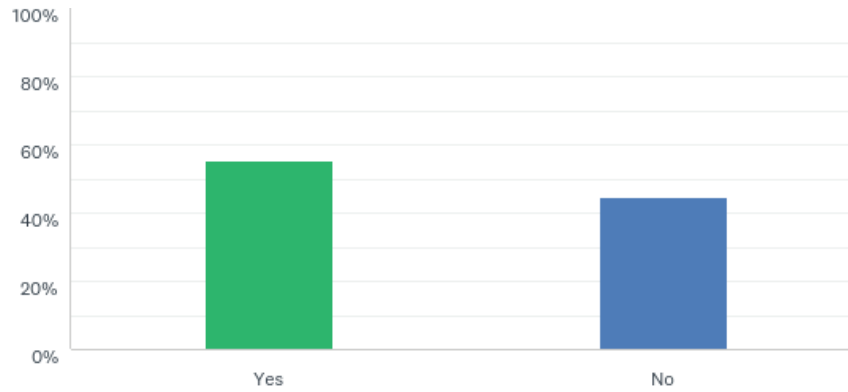
ANSWER CHOICES	RESPONSES	
Yes	65.41%	261
No	34.59%	138
TOTAL		399

Q2 asked what subdivision respondents lived in, 90 responses indicated their subdivisions were outside the City. Below is the corrected percentages.

Answer Choices	Responses	
Yes	42%	168
No	58%	231
Total		399

Q3: Do you currently receive any City of Palmer utility services?

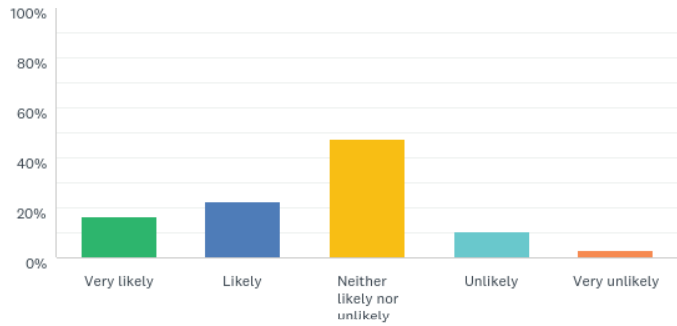
Answered: 399 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	55.39%	221
No	44.61%	178
TOTAL		399

Q4: Would your taxes be higher if you were a resident of the City of Palmer

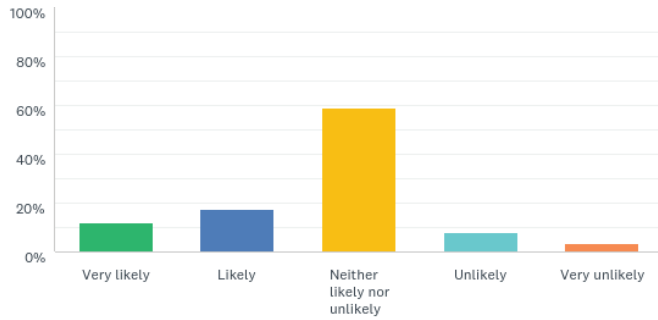
All Responses



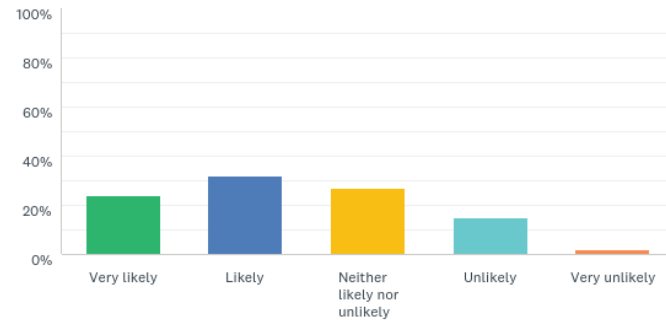
All Responses

ANSWER CHOICES	RESPONSES	
Very likely	16.45%	63
Likely	22.72%	87
Neither likely nor unlikely	47.52%	182
Unlikely	10.44%	40
Very unlikely	2.87%	11
TOTAL		383

City Residents

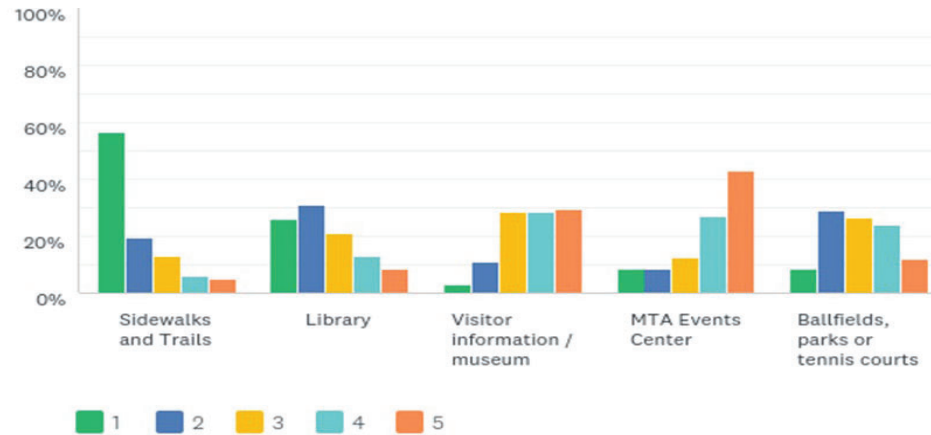


Non-City Residents



Q5: Rate these services that the City of Palmer provides for importance to you. (1 being of the highest importance and 5 the lowest).

Answered: 396 Skipped: 3



	1	2	3	4	5	TOTAL	SCORE
Sidewalks and Trails	56.74% 202	19.38% 69	12.92% 46	5.90% 21	5.06% 18	356	4.17
Library	26.18% 94	30.92% 111	21.17% 76	13.09% 47	8.64% 31	359	3.53
Visitor information / museum	3.05% 11	10.80% 39	28.53% 103	28.25% 102	29.36% 106	361	2.30
MTA Events Center	8.65% 32	8.65% 32	12.70% 47	26.76% 99	43.24% 160	370	2.13
Ballfields, parks or tennis courts	8.55% 33	29.02% 112	26.42% 102	23.83% 92	12.18% 47	386	2.98

Q6 Are there other services that are important to you within the City of Palmer?

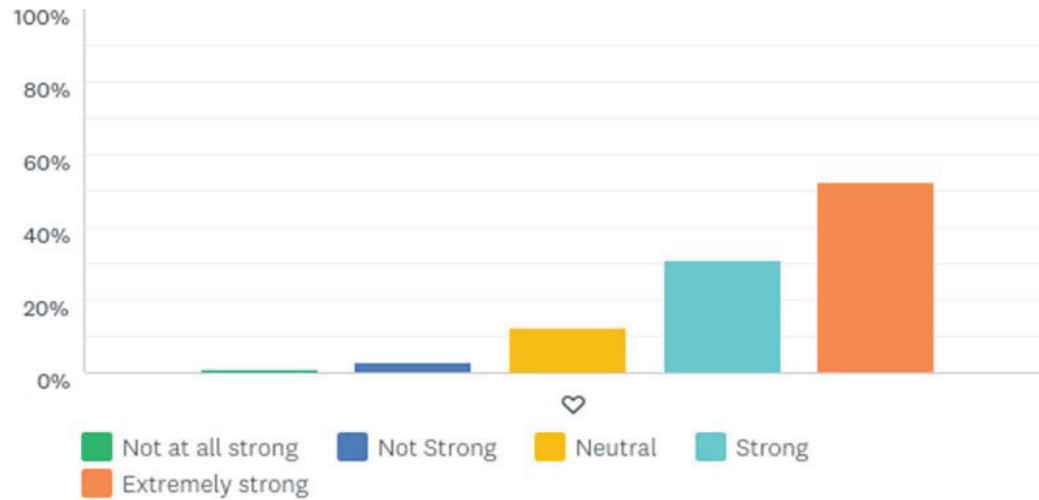
Answered: 292 Skipped: 107

Top 10 most common words used to answer this question.

▼ Police		9.93%	29
▼ Palmer		8.22%	24
▼ services		6.85%	20
▼ sidewalks		6.51%	19
▼ roads		5.82%	17
▼ events		5.14%	15
▼ Police fire		5.14%	15
▼ Snow removal		4.79%	14
▼ city		4.11%	12
▼ streets		4.11%	12

Q7: How strong is your sense of community towards Palmer?

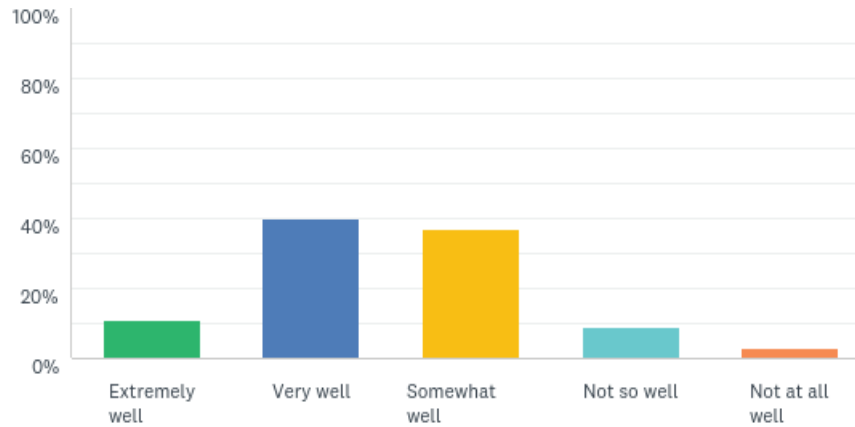
Answered: 397 Skipped: 2



	NOT AT ALL STRONG	NOT STRONG	NEUTRAL	STRONG	EXTREMELY STRONG	TOTAL	WEIGHTED AVERAGE
♡	1.01%	3.02%	12.34%	31.23%	52.39%	397	4.31
	4	12	49	124	208		

Q8: How well are the streets in your neighborhood maintained?

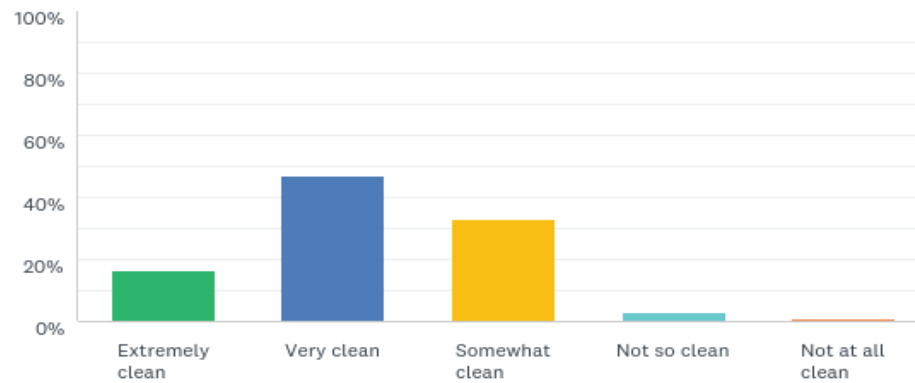
Answered: 393 Skipped: 6



ANSWER CHOICES	RESPONSES	
Extremely well	10.94%	43
Very well	40.20%	158
Somewhat well	36.90%	145
Not so well	8.91%	35
Not at all well	3.05%	12
TOTAL		393

Q9: Overall, how clean is your neighborhood?

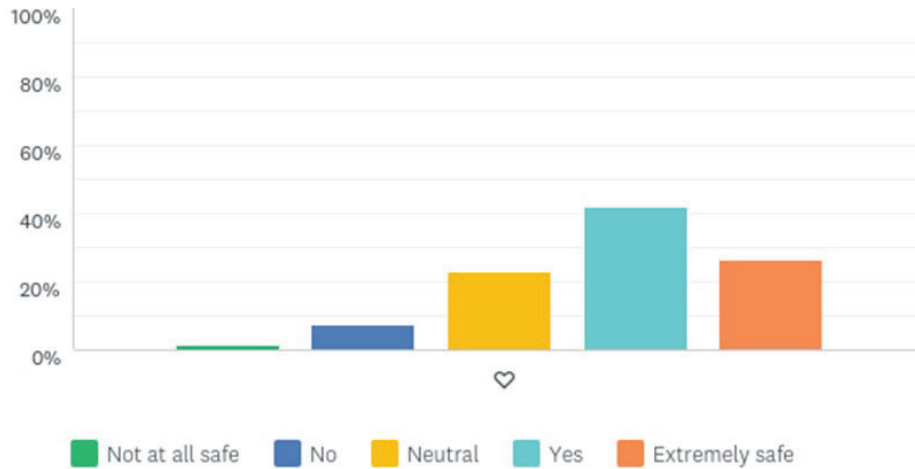
Answered: 393 Skipped: 6



ANSWER CHOICES	RESPONSES	
Extremely clean	16.54%	65
Very clean	46.82%	184
Somewhat clean	33.08%	130
Not so clean	2.80%	11
Not at all clean	0.76%	3
TOTAL		393

Q10: Overall, how safe do you feel in your neighborhood?

Answered: 394 Skipped: 5

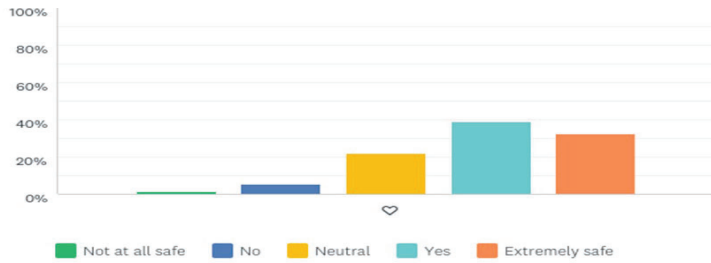


	NOT AT ALL SAFE	NO	NEUTRAL	YES	EXTREMELY SAFE	TOTAL	WEIGHTED AVERAGE
♡	1.27%	7.36%	22.84%	42.13%	26.40%	394	3.85
	5	29	90	166	104		

Q10: Overall, how safe do you feel in your neighborhood?

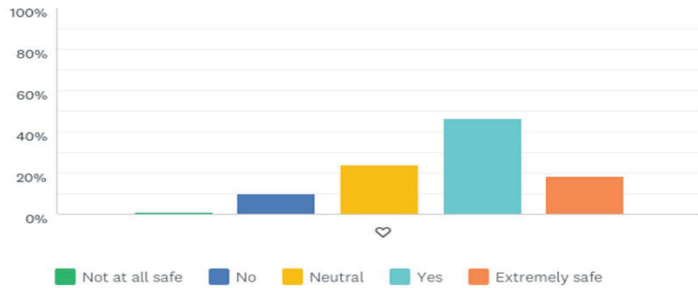
Answered: 394 Skipped: 5

Non-City Residents



	NOT AT ALL SAFE	NO	NEUTRAL	YES	EXTREMELY SAFE	TOTAL	WEIGHTED AVERAGE
♡	1.33%	5.31%	22.12%	38.94%	32.30%	226	3.96
	3	12	50	88	73		

City Residents

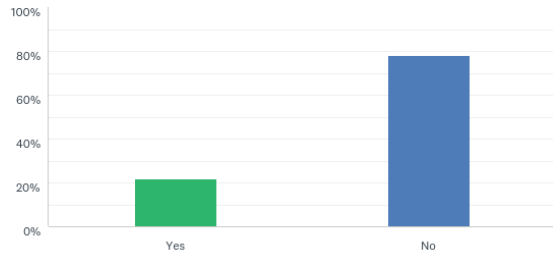


	NOT AT ALL SAFE	NO	NEUTRAL	YES	EXTREMELY SAFE	TOTAL	WEIGHTED AVERAGE
♡	1.19%	10.12%	23.81%	46.43%	18.45%	168	3.71
	2	17	40	78	31		

Q11: Have you had a need for police services in the last 12 months?

Answered: 397 Skipped: 2

All Responses



ANSWER CHOICES	RESPONSES
Yes	21.66% 86
No	78.34% 311
TOTAL	397

Non-Resident

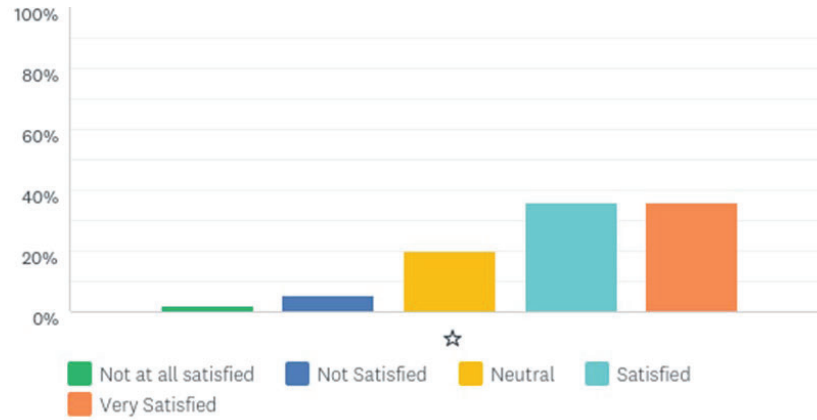
ANSWER CHOICES	RESPONSES
Yes	17.65% 24
No	82.35% 112
TOTAL	136

City Resident

ANSWER CHOICES	RESPONSES
Yes	23.75% 62
No	76.25% 199
TOTAL	261

Q12: To what extent are you satisfied with the overall performance of your law enforcement agency?

Answered: 395 Skipped: 4



	NOT AT ALL SATISFIED	NOT SATISFIED	NEUTRAL	SATISFIED	VERY SATISFIED	TOTAL	WEIGHTED AVERAGE
☆	2.03% 8	5.57% 22	20.00% 79	36.20% 143	36.20% 143	395	3.99

Q12: To what extent are you satisfied with the overall performance of your law enforcement agency?

Answered: 395 Skipped: 4

Non-Resident

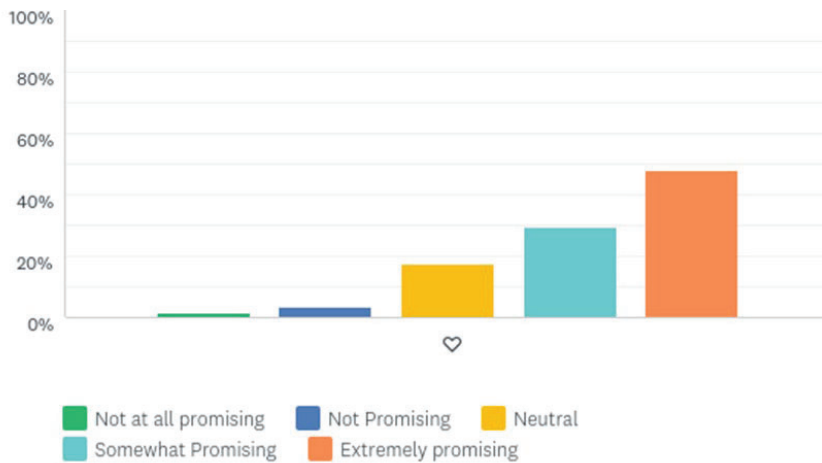
	NOT AT ALL SATISFIED	NOT SATISFIED	NEUTRAL	SATISFIED	VERY SATISFIED	TOTAL	WEIGHTED AVERAGE
☆	1.32% 3	6.58% 15	21.49% 49	37.72% 86	32.89% 75	228	3.94

City Resident

	NOT AT ALL SATISFIED	NOT SATISFIED	NEUTRAL	SATISFIED	VERY SATISFIED	TOTAL	WEIGHTED AVERAGE
☆	2.99% 5	4.19% 7	17.96% 30	34.13% 57	40.72% 68	167	4.05

Q13: How promising is the future of the City of Palmer?

Answered: 399 Skipped: 0

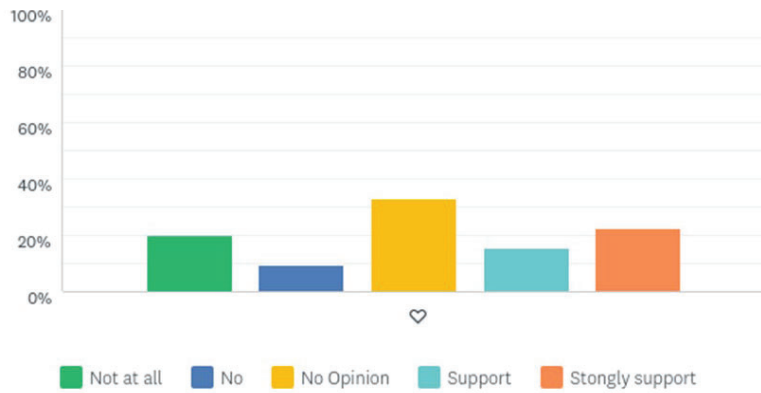


82% of Non-Residents think it is promising, while 75% of City Residents the future is promising.

	NOT AT ALL PROMISING	NOT PROMISING	NEUTRAL	SOMEWHAT PROMISING	EXTREMELY PROMISING	TOTAL	WEIGHTED AVERAGE
♡	1.50%	3.51%	17.54%	29.57%	47.87%	399	4.19
	6	14	70	118	191		

Q14: Would you support annexation of your neighborhood or the annexation of other areas into the City of Palmer?

Answered: 399 Skipped: 0



	NOT AT ALL	NO	NO OPINION	SUPPORT	STONGLY SUPPORT	TOTAL	WEIGHTED AVERAGE
♡	19.80% 79	9.52% 38	32.83% 131	15.54% 62	22.31% 89	399	3.11

Q15 Do you have any other comments, questions, or concerns?

enjoy much one around see businesses services going survey streets N PLAN stop children
city
time also will asking area well work many Nope t S another Palmer
subdivisions neighborhood try people kids need want
Palmer use city run live extend love change None greater
community residents town building Please concerned love Palmer become
support issue limits happen make back annexed growing Thank vehicles annexation lots
already Wasilla expand REVENUE Anchorage

Q15 Do you have any other comments, questions, or concerns?

Answered: 128 Skipped: 0

#	RESPONSES	DATE
1	Responses We need better playgrounds and fun center type places	7/18/2019 5:46 PM
2	Responses think the large white warehouse on Cobb st should have to clean up around it Very trashy with all the weeds	7/18/2019 4:16 PM
3	Responses don't care at all that trash service is dictated to "some" residents via the city, meaning I do not have a choice as to which service I want to use-	7/18/2019 1:55 AM
4	Responses Entertaining activities wish there were more	7/17/2019 9:37 PM
5	Responses The posted information about road construction status could be reworded into every day English.	7/15/2019 11:34 AM
6	Responses The rise in the homeless and drug addicts walking our streets. The rise in theft and vandalism. Making Palmer feel unsafe for the first time after living and owning a home in the city of Palmer for more then 20 years! On the upside, love all the art murals on the buildings and the new painted sidewalks.	7/15/2019 9:26 AM
7	Responses love the small town atmosphere of Palmer, totally against the mentality that it needs to expand. Biggest problem is the homeless tweakers wandering around looking through my neighborhood. That makes me want to move out of the city	7/15/2019 8:55 AM
8	Responses Get the utilities to stop playing god with our lots and easements. I do not even want electricity and internet anymore, it is not worth the total violation of our lot and surroundings.	7/15/2019 7:36 AM
9	Responses Thank you for asking for input. I love Palmer!	7/15/2019 6:11 AM
10	Responses A bus stop for those who commute would be ideal downtown palmer with the service valley transit	7/15/2019 5:47 AM
11	Responses Poorly designed survey. Use skip logic to avoid asking residents if they want to be annexed.	7/10/2019 4:51 AM
12	Responses Stop trying to build up Palmer into a metropolitan...it does not need to be overpopulated like what is trying to happen...stop building low income housing and apartments.	6/29/2019 10:40 AM
13	Responses I am already a city of Palmer resident- but the survey did not take that into account.. Thank you for all that you do for Palmer !	6/24/2019 2:37 AM
14	Responses Thank you. The City of Palmer is great. no need to change anything. Hopefully it will grow slowly to avoid the craziness of Wasilla and Anchorage.	6/24/2019 12:28 AM
15	Responses Good survey	6/23/2019 2:06 PM
16	Responses Love GPCC	6/23/2019 3:00 AM
17	Responses What is being done about the homeless camps in Palmer? Seems like Anchorage cleaned up and they moved here	6/23/2019 12:43 AM
18	Responses We have a few owners of homes in our neighborhood, who don't seem to care about what kind of people they rent to. I don't think there's anything the city can do about that, but we have had some bad situations down the street.	6/22/2019 1:46 PM
19	Responses The City needs to include Sky Ranch and Colony Estates in any annexation proposal otherwise it would be a waste of time.	6/22/2019 12:37 PM
20	Responses There is an issue in my neighborhood with people keeping junk cars in their yard. I would like the city to do something about clearing this up.	6/22/2019 10:54 AM
21	Responses Please keep fully funding the library. The staff is wonderful and the resources are so valuable. Homeless and mentally illness is a big concern in the community. Please wort toward solving this issues in the community.	6/22/2019 10:52 AM

Greater Palmer community feedback

SurveyMonkey

22	Responses am very concerned about the growing homeless population in Palmer and the lack of services for people experiencing homelessness and mental illness. We need more support for these people to have a chance at getting back on their feet. Most services are based out of Wasilla, which makes it impossible for many of the people who need the services to access them. This is a serious problem. Palmer will not be a good place to live in the future if this is not addressed.	6/22/2019 10:38 AM
23	Responses wish the City, Borough, School District (and all departments in aforementioned bureaucracies), and local utilities, communicate, compromise, and work together for the greater good. Often within each I witness the right hand unaware of what the left hand is doing. We are Palmer; set aside personal agendas.	6/22/2019 9:05 AM
24	Responses Support the high school and sports. It gives kids a sense of belonging, pride and community involvement	6/22/2019 8:48 AM
25	Responses Please Annex the area around the new highway being built. It will be a very important area to keep Palmer, very Palmer	6/22/2019 7:56 AM
26	Responses We live outside of Palmer but do our shopping there and use the post office. It is our hometown and we love it as the safe, family-friendly, walking town it has always been. Love to see all the trees and beautification projects. The trails and BEAUTIFUL new crosswalk are much appreciated. Keep the traffic slow in town and keep the four-way stop as is. Maybe enhance the crosswalks and put up some pedestrian crossing signs for the people who can't remember to slow down and take turns at the stops.	6/22/2019 6:54 AM
27	Responses Could use more trails along the roads. Homeless squatting on the side of the road has become an issue in Wasilla, I hope that is prevented in Palmer	6/22/2019 6:53 AM
28	Responses think having a light pole at every school bus stop is important. I've seen people speed by a bus stop and not even see the kids waiting for the bus. That's so dangerous!!	6/22/2019 6:16 AM
29	Responses I'm quite concerned about all of the trees and NATURE that has been cut down for the road construction. If we are to remain an attractive town that draws people here, we MUST replace trees and do some city landscaping along the roads and construction areas once they're done. If we look like an industrial location or like Wasilla, then our little town will not be appealing and people won't want to come here. I sincerely hope there is a PLAN to make our town beautiful again.	6/22/2019 5:39 AM
30	Responses Love Palmer my husband has lived here 82 yrs. We love it and hope it will not change " too " much	6/22/2019 5:24 AM
31	Responses Why do I pay taxes to the city of Palmer? We pay for the lights and water with our association. Seems like we're being double charged.	6/22/2019 5:14 AM
32	Responses Making business like Bishop clean up around their building they built	6/22/2019 4:34 AM
33	Responses Wish there was a crosswalk in arctic	6/22/2019 3:58 AM
34	Responses Scott rd has a ridiculous extended easement. Last year they mowed my entire privacy line-that birch line was the reason we bought it. Supervisor came out and apologized agreed with me there was no reason to cut back that far. But they refused to replace. Frankly it felt violating and the way it was handled has us working towards moving away.	6/22/2019 3:20 AM
35	Responses More Flowers, please!	6/22/2019 3:11 AM
36	Responses The water is super over priced. We pay way more than Anchorage, who has a flat fee. The current permitting for the road construction is a nightmare. Every entrance to my neighborhood is under construction. The added lights on the glen hwy are going to be an absolute nightmare. We live in a tiny town, why do we need stop lights every 500 feet.	6/22/2019 3:08 AM
37	Responses Any chance we can prohibit political campaigns from our parades? We have such a beautiful and quaint small town, and the rest of the floats and parade entries magnify that feeling, however the political entries completely destroy it. Events that are meant to bring people together end up feeling just as divisive and negative as watching the news. I stopped bringing my children to any parades several years ago because of this. Took them to a parade in Harrisburg, Oregon for 4th of July a few years ago. They were 9 and 14, and both commented on how awesome it was that the parade wasn't about political agendas, just horses, cars, floats, and candy. That was when I realized that their hometown's parade was a disappointment to them, as well. And that's when I stopped taking them to any parades in Palmer.	6/22/2019 2:26 AM

Greater Palmer community feedback

SurveyMonkey

38	Responses Consistent enforcement of our laws, not cherry picking. Enforcement of vehicles going thru red lights.	6/22/2019 2:24 AM
39	Responses Forward thinking, positive development!, where everybody prospers. Palmer should be known as a happy place to live, to work with positiv energy, helping the city grow. We really didn't need another car wash in prime location.	6/22/2019 2:06 AM
40	Responses Inclusion. Longevity is far too important here, it shouldn't matter if you're a colonist family or not. Good grief...	6/22/2019 12:54 AM
41	Responses Enjoy all that Palmer offers but also value the self-sufficiency and less regulations on my property outside the city limits.	6/22/2019 12:00 AM
42	Responses I love Palmer!	6/21/2019 11:26 PM
43	Responses Please expand the library hours. It's almost always closed when I try to go there.	6/21/2019 5:20 PM
44	Responses live too far out of town to be annexed, so I'm leaving that one blank -- I don't have an opinion about other neighborhoods being annexed, that's up to them. Nevermind, it says I can't leave it blank, so one star.	6/21/2019 5:06 PM
45	Responses My parents live in Palmer. The sidewalks are impassable and dangerous in winter.	6/21/2019 4:56 PM
46	Responses The valley is growing fast so everyone needs to realize their are growing pains and that the people take care of the people. The city should only do so much, the rest is being the good citizen.	6/21/2019 1:58 PM
47	Responses Please fix the potholes sooner. I don't like the construction going on but it is necessary. Thank you. I want plastic bags back also	6/21/2019 1:51 PM
48	Responses Palmer needs to do more to incentivize business and organizational interests; work to maintain the cultural identity without being dogmatic; the Council needs a vision that celebrates our uniqueness and doesn't sell off the downtown to lousy, do nothing businesses like U-Haul.	6/21/2019 1:44 PM
49	Responses Speed limits in neighborhoods are not enforced enough to keep our children safe	6/21/2019 1:40 PM
50	Responses The amount of road work going on in Palmer is causing some major problems in everyone's day to day as well as all of the confused tourists. We saw they could fix the roads in 24 hours after the earthquake, and yet they can't seem to get any roads done now. We feel incredibly trapped once we are in the heart of Palmer and it's hard to find a route into town now.	6/21/2019 1:23 PM
51	Responses Manage resources and budgets, along with personell needs, responsibly. Thank you	6/21/2019 1:16 PM
52	Responses Wonderful community! Keep it small town!	6/21/2019 1:08 PM
53	Responses Palmer is wonderful	6/21/2019 12:22 PM
54	Responses I'm not sure about annexation	6/21/2019 11:28 AM
55	Responses We live close enough to Palmer to enjoy the benefits. Our church is in Palmer & we shop there. Love the community !	6/21/2019 10:32 AM
56	Responses Pave north chugach street	6/21/2019 10:19 AM
57	Responses Too much crime, lots of rude people, roads are in poor condition.	6/21/2019 10:15 AM
58	Responses Palmer is already become crowded and over populated with hidden drug houses and a population of elders that don't want the city to change which causes boredom amongst children growing up there. Get something for teenagers to do...that isn't expensive.	6/21/2019 9:58 AM
59	Responses I love this small town ☺	6/21/2019 9:53 AM
60	Responses Thank you!	6/21/2019 9:09 AM
61	Responses There are people who enjoy living in towns and cities and then there are people like me who live to visit towns but have absolutely no desire to live in one. I would ask you and everyone else who is constantly trying to annex the outlying areas into city limits to please stop. If we wanted to live within the city we would have bought homes there already. Feel free to contact me at any time. Thanks...John Christensen...354-3019	6/21/2019 9:08 AM
62	Responses Clean up the drug compounds on Bodenburg	6/21/2019 8:47 AM
63	Responses more crosswalks	6/21/2019 8:20 AM

Greater Palmer community feedback

SurveyMonkey

64	Responses Love the community that is Palmer. I love the way the businesses support one another Even though I don't live in a Palmer I identify with and shop there.	6/21/2019 8:19 AM
65	Responses Homeless issues	6/21/2019 8:14 AM
66	Responses People starting commercial businesses in subdivisions!	6/21/2019 7:00 AM
67	Responses The liberal lean of how the city is ran is very bothersome. I feel money should be spent on healthy families and infrastructure.... and not art or things that only 10% of the population utilize.	6/21/2019 6:50 AM
68	Responses To answer #14 I would like to know more about how the annexation would benefit me and at what cost (not just money). I currently enjoy my situation and find it very liveable however if my neighborhood becomes annexed and suddenly cost of living increases beyond the value and government control is more than what I desire I would oppose. Short answer cost vs benefit.	6/21/2019 6:48 AM
69	Responses Palmer needs to figure out how they are going to generate more tax revenue (eg. retail and industry) before they take on more neighborhoods, etc. that must be maintained with taxpayer money.	6/21/2019 6:28 AM
70	Responses Traffic control	6/21/2019 6:21 AM
71	Responses Please annex the new glenn highway expansion area!	6/21/2019 5:55 AM
72	Responses We need a Costco	6/19/2019 2:26 PM
73	Responses Please work toward greater diversity among residents Address needs of homeless population Require sidewalks in all new developments Welcome Engine 557 when they're ready to move to Palmer Work on plan to develop a civic center for City Hall Work on public transportation within greater Palmer area Form cooperative agreement among Matanuska watershed communities and Palmer Encourage community policing (get out of their vehicles more) Address/limit use of drones in Palmer air space Support concept of "community livability" (e.g., 8-80) Add "contact" tab to new website	6/18/2019 8:35 AM
74	Responses A curling club or facility would be great	6/11/2019 12:55 PM
75	Responses I regard City of Palmer as my neighbors, and am concerned that there have been minimal efforts to communicate about issues that may affect my neighborhood to the residents here. We have heard about things "through the grapevine" and have had to show up at City Council meetings to express our concerns. While I understand there is 'code' that states the City does not have to, as a good neighbor, it would be nice to extend a little past the requirements.	6/11/2019 10:25 AM
76	Responses Need more police Officers and they need higher pay.	6/10/2019 12:52 PM
77	Responses How do we get this survey out to more people...	6/9/2019 8:11 AM
78	Responses love love love the Palmer library! The selection of children's books is amazing. We visit once a week. What a great resource!	6/8/2019 6:46 AM
79	Responses I love the City of Palmer♥	6/8/2019 4:34 AM
80	Responses We live off of Soapstone Rd, which I feel with the people who live in this neighborhood would never annex. But we are in palmer almost everyday and we love it there. Thank you for doing a survey!	6/8/2019 1:12 AM
81	Responses would like to feel safe when using the crosswalks in town. Traffic is obnoxious towards pedestrians--children are especially at risk. Please act!	6/7/2019 5:04 AM
82	Responses Annex...	6/6/2019 11:12 PM
83	Responses We need more police	6/6/2019 2:48 PM
84	Responses who is sponsoring this?	6/6/2019 12:18 PM
85	Responses Why are you changing the speed limit on Felton, a residential area, from 25 mph to 45 mph? Trying to get people run over? Because this will happen. Many, many kids are here and this decision is the most horrible idea ever.	6/6/2019 8:24 AM
86	Responses Nope, Palmer PD and the city of Palmer are great!	6/6/2019 8:08 AM
87	Responses Nate Wallace is the bomb.com	6/6/2019 6:36 AM
88	Responses I enjoy the public works employees!	6/5/2019 2:48 PM
89	Responses More out reach and community involvement	6/5/2019 2:24 PM

Greater Palmer community feedback

SurveyMonkey

90	Responses Prefer the city to stay small and as authentic as possible. This helps to preserve the integrity lifelong Alaskans keep in their hearts for the history of this beautiful state. Expanding the city would create more upkeep, cost and headache in the long run as well. Taxes would most certainly raise while Palmer begins mirroring Wasilla instead of keeping independence.	6/5/2019 12:51 PM
91	Responses would be for annexation if you provided water waste water and fire hydrants to my neighborhood	6/5/2019 12:27 PM
92	Responses feel extremely safe in my neighborhood, we don't even lock our front door! I love Palmer, it's the best place to live!	6/5/2019 12:24 PM
93	Responses Would like to see specific numbers regards tax impact of annexation with clear articulation of new service provided. Why is annexation an advantage ?	6/5/2019 12:09 PM
94	Responses Love Palmer!	6/5/2019 12:03 PM
95	Responses Extending city of Palmer to include businesses farther along the highways on each of the four directions would relieve the tax burden on the central businesses. Also the sales tax revenue would be a benefit as well.	6/5/2019 11:55 AM
96	Responses support annexation of other areas as long as city services can expand to meet their needs. If we're merely adding more revenue with no plan to enforce anything, then no thanks.	6/5/2019 11:13 AM
97	Responses Questions 4 & 14 were confusing, since I am a resident of Palmer.	6/5/2019 10:12 AM
98	Responses For #12, I left 1 star for PPD. If it was for AST, I would've given 5 stars.	6/5/2019 9:31 AM
99	Responses The first few questions were confusing. I responded that I am a resident but a later question asked if I would like to live in Palmer.	6/5/2019 9:22 AM
100	Respo Nope. Thanks for collecting our feedback.	6/5/2019 9:13 AM
101	Respo Our kids need more places to go, teens need bigger skate park.	6/5/2019 8:53 AM
102	Respo keep farming relevant, maintain trail heads and trail parking lots, and support local business before any outside businesses.	6/5/2019 8:40 AM
103	Respo LET A LIMITED NUMBER OF BOX STORES COME INTO PALMER THAT WILL GENERATE SOME TAXES TO HELP SUPPORT PALMER. WE ARE BECOMING A RETIREMENT COMMUNITY. THAT IS OK, EXCEPT RETIREES DONT BRING REVENUE TO PALMER. WE NEED DOLLERS TO SURVIVE.	6/5/2019 8:26 AM
104	Respo Nate Wallace is dat dude	6/5/2019 8:03 AM
105	Respo What do you mean by annexation	6/5/2019 7:50 AM
106	Respo Let me reiterate how much I don't want Palmer city boundaries to expand.	6/5/2019 7:36 AM
107	Respo Who came up with these questions!?	6/5/2019 7:10 AM
108	Respo I love Palmer!	6/5/2019 7:08 AM
109	Our residential neighborhood is getting overrun with cars parked on grass and side yards (some are junkers with flat tires and don't run) along with storage of items in front and side yards and in the platted ROWs, that include RVs, framework of plane, boats, lawnmowers and ORV. Also at least 1 unsightly, unfinished shed partially erected several years ago. Sheds seem to be built anyplace one wants to put them. Allowing very small lots in subdivisions has created some of the problems. I would like to see a regulation but in place that limits how many vehicles (running and licensed only) can be parked on a R1 lot and require recreational vehicles be parked in a garage or side/back yard with distance limitations from other residences for fire and safety reasons. There are plenty of rental storage yards in our area. These ideas would truly beautify Palmer!!	6/5/2019 6:51 AM
110	More notice of community meetings and have them announced on Facebook. Have a Palmer Police Department Facebook page so the community could interact with the department. Also, have coffee with cops similar to APD.	6/5/2019 6:29 AM
111	Slow the wind down.	6/5/2019 6:13 AM

112	Responses was forced to answer #14, but that doesn't make any sense because I already live in the city. I also answered #4, but again it doesn't make much since because I live in the city. Below are some suggestions, in no particular order: Would love to see mandatory city curbside recycling pickup service as it would divert trash from the landfill and extend the life of the landfill (which saves taxpayers \$\$). I would like to see more crosswalks. We very much need two pedestrian activated stoplight crosswalks on Arctic. (I know it's a state road, so lets work with the state). One at N Gulkana and another at N Valley. I've waited 5-8 minutes for a break in traffic during the school rush hour. It can be equally terrible during the work rush hour. Walking to Alaska St just isn't a reasonable solution. We need more connectivity between existing trails and a connection to Cedar Hills, the Fairgrounds, and the Felton St subdivision area. We need more encouragement for tourism and nicer overnight accommodation options to get visitors to stay for multiple days. Focus on independent travelers (including locals out of Anchorage) rather than the mass tourism (bus/cruise) crowd that is already well accommodated for elsewhere. Palmer could be a fantastic weekend getaway year round especially with so many recreational opportunities in town and nearby. We also have fun shopping and eating opportunities. Punch Dogwood thru from Alaska to Colony Way and shut down Evergreen across the railroad and make that area (between the Depot and the Pavilion) pedestrian only. A number of City of Palmer office building are quite warm during summer months. Look into central air or other options to make the work environment more comfortable.	6/5/2019 6:06 AM
113	Responses Sky Ranch will never be annexed but if Palmer does not annex somewhere there will be no revenue and no growth or revitalization	6/5/2019 5:55 AM
114	Responses We need a ross walk acroos Arctic ave by Gulkana. Where the elementary schools are.	6/5/2019 5:52 AM
115	Responses Will their be sidewalks added in neighborhoods outside of the city of Palmer limits, yet still considered Palmer? It would be nice to walk and ride bikes in the neighborhood.	6/5/2019 5:29 AM
116	Responses The public works department lady who answers the phone is rude and very unhelpful. We can call for 3+ months requesting repairs of fences or street lights. The next person never gets the message. Also, stop blocking our driveways in with mountains of snow. Sometimes it's so bad we 1 cant move it and 2 it's to deep to drive through. Also, the park play equipment is in bad need of repair in some of the older parks. The equipment is falling apart or so splintered that kids cant touch it without many silvers in their skin.	6/5/2019 5:25 AM
117	Responses North Chugach St. needs maintenance at 425 to create drainage where the city has gouged out the street when plowing.	6/5/2019 5:20 AM
118	Responses The tunnel at the end of w auklet should be permanently closed.	6/5/2019 4:58 AM
119	Responses find it interesting that this survey comes out on the heels of a Greater Palmer Community Council being formed. Is the annexation of Mountain Ranch Subdivision being considered?	6/5/2019 4:52 AM
120	Responses My first thought was OMG, not in my backyard! That reaction to a business trying to open says a lot about Palmer's future.	6/5/2019 4:48 AM
121	Responses Lots of potential for growth should be planned and not just happen. I don't want Palmer to turn in to another wasilla. Let's work hard to keep small town boutique personable community but not lose the right opportunities for economic development.	6/5/2019 4:46 AM
122	Responses am not 100% sure on annexation of our neighborhood into the City of Palmer. I would need to research the matter further and come to an informed decision.	6/5/2019 4:44 AM
123	Responses generally stay out of Palmer. Between the lack of services(stores and services I need) and sales tax I have very few reasons to enter the city of Palmer. Thou my address says Palmer.	6/5/2019 4:43 AM
124	Responses Please, hire at least 4 more police officers, as our city is growing and we don't want to burn out the ones we have. They do a great job, please support them with a living wage as well. They are the lowest paid department around. Consider the proposed plan to extend police service from Palmer Fishhook to Truck Rd and down to the Parks. Annex the Butte.	6/5/2019 4:42 AM
125	Responses Please* try to make Palmer a mixed development place that is walkable and bikeable for all ages...put "people's" needs to be social and entrepreneurial first rather than prioritizing vehicles and parking lots.	6/5/2019 4:29 AM
126	Responses The policing is strong! We just need more police! We are growing rapidly! We also need responsive city managers and fresh blood! Creativity!	6/5/2019 4:28 AM

127	Responses There seem to be a lot of homeless and drug addicted running around.	6/5/2019 4:25 AM
128	Responses Yes the noise level on trunk with all the trucks doing their jay brakes is unreal this year!!! We are wanting to move cause it's ridiculous!!	6/5/2019 4:10 AM



Norma I. Alley, MMC
City Clerk

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231 W. Evergreen Ave.
Palmer, Alaska 99645-6952
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TO: Palmer City Council
FROM: Norma I. Alley, MMC
SUBJECT: City Clerk's Report for the September 10, 2019, Council Meeting

1. Boards & Commissions Attendance Spreadsheets

The monthly attendance spreadsheets are attached for:

- a. AAC
- b. BED
- c. PRCRAB
- d. P&ZC

2. Upcoming Events

Below is a list of upcoming events on the City Clerk's Office radar. Please let us know if you are or are not planning on attending one of the events below.

Name of Event	Date	Time	Location
9/11 Remembrance Ceremony	9/11	9:30a	Sherrod Elementary
9/11 Remembrance Ceremony	9/11	3p	Mat-Su Regional Medical Center
Saroma Exchange Students Welcome	9/11	6p	PJMS
Senior Center Car & Gift Shop Show	9/14	11a	Senior Center
Mat-Su Jewish Center Grand Opening	9/18	5:30p	Mat-Su Jewish Center
Saroma Exchange Students Farewell	9/23	6p	PHS
Chamber Auction	9/28	6p	Senior Center
Senior Center Fall Festival	10/12	1p	Senior Center
Mat-Su Miners Dinner/Auction	11/2	6p	Evangelo's

Please don't forget to let me know of any other events you are aware of or will be attending.

The Clerk's Office tracks events through the City Clerk's Outlook calendar. Please check your emails for these meeting/event invites.

3. October 1, 2019, Regular City Election Update

Important Election Dates:

- **Early Voting:** September 16 – September 30
 - MSB: M-F from 8:00 a.m. – 5:00 p.m.
- **Last Day to Request an Absentee Ballot:** September 24 (Tuesday)
- **Canvass Board:** October 4 at 2:00 p.m. in City Hall Council Chambers (Friday)
- **Certification of Election:** October 7 at 6:00 p.m. at City Hall (Monday)

City of Palmer

Airport Advisory Commission Members

PMC 2.25.020. There is created a city airport advisory commission which shall consist of seven members.

Seat	Board Member	Term Expires
A	Richard Best	Oct. 2019
B	Kenneth More	Oct. 2019
C	Jeff Helmericks	Oct. 2020
D	Andrew Weaver	Oct. 2021
E	Joyce Momarts	Oct. 2020
F	Shannon Jardine	Oct. 2019
G	Liz Swearingin	Oct. 2021

PMC 2.25.140.B. Cause for removal. In addition, a board member may be removed by the council if, during any 12-month period while in office: 1) The board member is absent from three regular meetings without excuse; or 2) The board member is absent from six regular meetings.

2019 Attendance Record

Board Member	Jan **	Feb	Mar	Apr	May	June	July *	Aug	Sept	Oct	Nov	Dec
Best	✓	✓	E	E	✓	✓		E				
Helmericks	E	✓	✓	✓	✓	✓		✓				
Jardine	✓	✓	✓	✓	✓	✓		✓				
Momarts	✓	✓	✓	✓	✓	✓		✓				
More	✓	✓	✓	✓	✓	✓		✓				
Swearingin	✓	✓	✓	✓	✓	✓		✓				
Weaver	✓	✓	✓	E	✓	✓		E				

2018 Attendance Record

Board Member	Jan *	Feb	Mar	Apr	May	June *	July	Aug	Sept	Oct	Nov	Dec *
Best											✓	
Helmericks		✓	✓	✓	✓		✓	✓	✓	✓	✓	
Jardine		✓	✓	✓	✓		✓	E	✓	✓	✓	
Momarts		✓	✓	E	✓		✓	✓	✓	✓	✓	
More		✓	✓	✓	✓		✓	E	✓	✓	✓	
Swearingin											✓	
Weaver		✓	✓	E	E		✓	E	E	U	✓	

* Meeting Cancelled

** Special Meeting

✓ - Present

E - Excused

U - Unexcused Absence

V - Vacant

S:\CityClerk\Boards and Commissions\AAC\Attendance Reports\Attendance Report AAC 2019-06.docx

City of Palmer

Board of Economic Development Members

PMC 2.30.010.A. There is created a city board of economic development which shall consist of seven members.

Seat	Board Member	Term Expires
A	Barbara Hunt	Oct. 2020
B	Peter Christopher	Oct. 2019
C	Lorie Koppenberg	Oct. 2021
D	Christopher Chappel	Oct. 2021
E	Janet Kincaid	Oct. 2019
F	Kelly Turney	Oct. 2020
G	Dusty Silva	Oct. 2021

PMC 2.30.140.B. Cause for removal. In addition, a board member may be removed by the council if, during any 12-month period while in office: 1) The board member is absent from three meetings without excuse; or 2) The board member is absent from six meetings.

2019 Attendance Record

Board Member	Jan	Feb	Mar *	Mar **	Apr	May	June	July *	Aug	Sept	Oct	Nov	Dec
Chappel	✓	E		✓	✓	✓	E		✓				
Christopher	✓	✓		E	✓	E	✓		E				
Hunt	✓	✓		✓	✓	✓	✓		✓				
Kincaid	✓	✓		✓	✓	✓	✓		U				
Koppenberg	✓	✓		✓	✓	E	✓		✓				
Turney	E	✓		✓	✓	✓	E		✓				
Silva	✓	✓		✓	✓	✓	✓		✓				

2018 Attendance Record

Board Member	Jan	Feb	Mar	Mar **	Apr *	May	June	July	Aug	Sept	Oct *	Nov	Dec
Chappel	✓	✓	U	E		✓	✓	✓	E	✓		U	✓
Christopher	✓	✓	U	✓		✓	E	✓	E	✓		✓	✓
Hunt	✓	✓	✓	✓		✓	✓	✓	✓	✓		✓	✓
Kincaid	✓	E	✓	✓		✓	✓	✓	✓	✓		✓	✓
Koppenberg	✓	✓	✓	✓		✓	✓	E	✓	✓		✓	E
Turney	E	✓	✓	✓		✓	✓	✓	✓	E		✓	✓
Silva	✓	✓	✓	✓		✓	✓	E	✓	✓		✓	✓

* Meeting Cancelled

** Special Meeting

✓ – Present

E – Excused Absence

U – Unexcused Absence

V – Vacant

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City of Palmer Parks, Recreation and Cultural Resources Advisory Board Members

PMC 2.22.010.A. There is created a city board for parks, recreation and cultural resources which shall consist of seven members.

Seat	Board Member	Term Expires
A	Stephanie Allen	Oct. 2020
B	Jo Ehmann	Oct. 2021
C	Heather Kelley	Oct. 2020
D	Shannon Connelly	Oct. 2019
E	George Hoden	Oct. 2020
F	Wesley Rath	Oct. 2021
G	Marilyn Bennett	Oct. 2019

PMC 2.22.140.B. Cause for removal. In addition, a board member may be removed by the council if, during any 12-month period while in office: 1) The board member is absent from three regular meetings without excuse; or 2) The board member is absent from six regular meetings.

2019 Attendance Record

Board Member	Jan *	Feb *	Mar *	Mar **	Apr	May	June	July *	Aug	Sept	Oct	Nov	Dec
Allen				✓	✓	E	✓		✓				
Bennett				E	✓	✓	✓		✓				
Connelly				✓	✓	✓	✓		✓				
Ehmann				✓	✓	✓	✓		✓				
Hoden				V	✓	✓	✓		E				
Kelley				✓	E	✓	✓		✓				
Rath				E	✓	✓	✓		E				

2018 Attendance Record

Board Member	Jan	Feb	Feb **	Mar	Apr	May	June *	July	Aug	Sept *	Oct	Nov	Dec
Allen	✓	✓	✓	✓	✓	✓		✓	U		✓	✓	✓
Connelly	✓	✓	✓	✓	✓	✓		✓	✓		✓	✓	✓
Ehmann	✓	✓	✓	U	✓	✓		✓	✓		✓	✓	✓
Kelley									✓		E	✓	✓
Rath												E	✓

* Meeting Cancelled
** Special Meeting
✓ – Present

E – Excused Absence
U – Unexcused Absence
V – Vacant

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City of Palmer

Planning & Zoning Advisory Commission Members

PMC 2.20.010.A. There is created a city planning and zoning commission which shall consist of seven members who shall be nominated by the mayor and confirmed by the city council. All members must be residents of the city.

Seat	Commission Member	Term Expires
A	Gena Ornquist	Dec. 2020
B	Richard Benedetto	Dec. 2019
C		Dec. 2021
D	Kristy Thom Bernier	Dec. 2019
E	Dan Lucas	Dec. 2020
F	Casey Peterson	Dec. 2021
G		Dec. 2021

PMC 2.20.321.C. Cause for removal. In addition, a commissioner may be removed by the council if, during any 12-month period while in office: 1) The commissioner is absent from three regular meetings without excuse; or 2) The commissioner is absent from six regular meetings.

2019 Attendance Record

Commissioner	Jan	Feb	Mar	Apr **	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Benedetto	✓	✓	✓	E	✓	✓	✓	✓	✓				
								V	V				
Lucas	✓	✓	✓	✓	✓	✓	✓	✓	✓				
Ornquist	✓	✓	✓	✓	✓	✓	✓	✓	✓				
Peterson	V	V	V	✓	✓	✓	✓	✓	✓				
Thom Bernier	E	E	✓	✓	✓	E	E	✓	✓				
							V	V	V				

2018 Attendance Record

Commissioner	Jan	Feb	Mar *	Apr **	Apr	May	Jun *	Jul	Aug	Sep	Oct	Nov	Dec
Benedetto	E	✓		✓	✓	✓		✓	✓	✓	E	✓	✓
Lucas	✓	✓		✓	✓	✓		✓	✓	✓	✓	✓	✓
Ornquist	✓	✓		E	E	✓		✓	E	✓	✓	✓	✓
Thom Bernier	✓	✓		✓	✓	✓		✓	E	E	✓	✓	✓

* Meeting Cancelled
 ** Special Meeting
 ✓ – Present

E – Excused Absence
 U – Unexcused Absence
 V – Vacant

Mayor's Memo

Council Meeting report for council Meeting

on September 10, 2019

AGENDA SETTING MEETING – Sept 12, 21

SAROMA TEEN WELCOME – SEPT. 11

TRANSPORTATION PLAN SEPTEMBER 12

3 TO 7 PM Raven Hall fair grounds

SAROMA TEEN LUNCHEON CITY HALL SEPTEMBER 17

MAYOR/MANAGER'S MEETING September 19

FAREWELL – SAROMA TEEN – SEPT 23

CITY OF PALMER ELECTION, OCTOBER 1ST

MAT SU BOROUGH ELECTION NOVEMBER 5

PALMER-WASILLA FOOTBALL GAME OCTOBER 4

We want and value your input and participation.

Edna DeVries Mayor

907-355-9933 edevries@palmerak.org

**City of Palmer
Ordinance No. 19-015**

Subject: Amending Palmer Municipal Code Chapter 17.08 Definitions to Add Microbrewery and Amending Chapter 17.32.020 Permitted Uses to Allow Microbreweries as a Permitted Use in the CG – General Commercial District


Agenda of: August 27, 2019 – Introduction
September 10, 2019 – Public Hearing

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




Originator Information:

Originator: City Manager

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
X	Finance		8/5/2019
_____	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: \$ **None**

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):

- Ordinance No. 19-015
- Planning and Zoning Minutes of July 18, 2019 (Draft copy)

Summary Statement/Background:

Palmer Municipal Code Title 17's definition of a brewpub allows a maximum of 50,000 gallons of beer to be brewed in one calendar year but requires a restaurant to be part of the brewpub. In Title 17, the definition of winery allows the manufacturing of a maximum of 50,000 gallons of wine in one calendar year for consumption off site without the requirement of a restaurant.

Wineries and Brewpubs are a conditional use in the CL – Limited Commercial District. In the CG – General Commercial District, a bar, cocktail lounge, liquor and beer sales, including brewpubs and wineries are a permitted use. Breweries are a permitted use in the Industrial and BP – Business Park District.

Title 17 does not have a definition for or addresses microbreweries for solely brewing small quantities of beer in one calendar year without a restaurant.

After brief discussion at the June 20 Planning and Zoning meeting, staff was directed to bring back a text amendment to define microbreweries and amend PMC 17.32 CG – General Commercial District to allow microbreweries as a permitted use.

The following was the proposed definition:

“Microbrewery” means a brewery, duly licensed by the State of Alaska, that brews a maximum of 15,000 gallons of beer on the premises in one calendar year.

At the July 18, 2019 Planning and Zoning meeting, the Commission reviewed the draft proposed ordinance to define microbreweries and allow them as a permitted use in the CG – General Commercial District. The Commission had discussion regarding the different types of breweries and the compatibility of microbreweries in the downtown area. After discussion and review of the draft Ordinance, the Commission voted unanimously to move the draft ordinance forward to City Council with a recommendation for adoption.

Administration's Recommendation:

Adopt Ordinance No. 19-015 amending Palmer Municipal Code Chapter 17.08 Definitions to add microbrewery and amending Chapter 17.32.020 Permitted uses to allow microbreweries as a permitted use in the CG - General Commercial District.

LEGISLATIVE HISTORY

Introduced by: City Manager
Date: August 27, 2019
Public Hearing:
Action:
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

Ordinance No. 19-015

An Ordinance of the Palmer City Council Amending Palmer Municipal Code Chapter 17.08 Definitions to Add Microbrewery and Amending Chapter 17.32.020 Permitted Uses to Allow Microbreweries as a Permitted Use in the CG – General Commercial District

WHEREAS, the Planning and Zoning Commission proposes and recommends text amendments as necessary to Title 17, Zoning to ensure that the regulations and standards are applicable to the current needs of the community; and

WHEREAS, the Commission has discussed the various types and sizes of breweries and their compatibility with the General Commercial District; and

WHEREAS, due to a growing market for microbreweries, the Commission has determined there is a need to expand commercial activities to include microbreweries in the General Commercial District to encourage commercial development.

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 Chapter 17.08.296 is hereby added to read as follows (new language is underlined and deleted language is stricken):

17.08.296 Microbrewery.

"Microbrewery" means a brewery, duly licensed by the State of Alaska, that brews a maximum of 15,000 gallons of beer on the premises in one calendar year.

Section 4. Palmer Municipal Code Chapter 17.32.020(3) is hereby amended (new language is underlined and deleted language is stricken):

3. Bar, cocktail lounge, liquor and beer sales, including brewpubs, ~~and wineries,~~ and microbreweries;


Section 5. Effective Date. Ordinance No. 19-015 shall take effect upon adoption by the City of Palmer City Council.

Passed and approved this _____ day of _____, 2019.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk

The Commission provided feedback and thoughts related to Concepts A, B, and C as Ms. Nygaard presented and further open discussion ensued.

- 
2. **IM 19-014:** Consideration of text amendment to Palmer Municipal Code Chapter 17.32 CG – General Commercial District to allow microbreweries as a permitted use.

Director Hanson summarized the proposed text amendment, explaining that Title 17 has definitions for brewpubs and wineries, but does not address or have a definition for a microbrewery. The Commission was asked to review the proposed text amendment adding “microbrewery” as a permitted use in C-G District, and if approved move it forward to the City Council for adoption. The proposed definition is: “Microbrewery” means a brewery, duly licensed by the State of Alaska, that brews a maximum of 15,000 gallons of beer on the premises in one calendar year.”

Main Motion: To enter Committee of the Whole for open and ease of discussion related to microbreweries.

Moved by:	Benedetto
Seconded by:	Thom Bernier
Vote:	5 Yes / 0 No - Peterson, Ornquist, Thom Bernier, Benedetto, Lucas
Action:	Motion Carried Unanimously by all persons present.

[The Commission entered Committee of the Whole at 7:54 p.m.; exited at 7:56 p.m.]

Following brief discussion with a consensus in favor, and upon exit of Committee of the Whole, the Commission took the following action:

Main Motion: For approval of proposed Ordinance No. 19-0XX, An Ordinance of the Palmer City Council Amending Palmer Municipal Code Chapter 17.08 Definitions to add microbrewery and amending Chapter 17.32.020 Permitted uses to allow microbreweries as a permitted use in the CG – General Commercial District, and move it forward to City Council with a recommendation for adoption.

Moved by:	Ornquist
Seconded by:	Thom Bernier
Vote:	5 Yes / 0 No - Peterson, Ornquist, Thom Bernier, Benedetto, Lucas
Action:	Motion Carried Unanimously by all persons present.

F. **PERSONS TO BE HEARD:** None.

G. **PUBLIC HEARINGS:** None.

H. **UNFINISHED BUSINESS:**

1. Committee of the Whole: Continue Discussion of IM 19-004 Regarding PMC 17.28 CL-Limited Commercial District and PMC 17.32 CG-General Commercial District (note: action may be taken by the Commission following the committee of the whole).

Main Motion: To enter Committee of the Whole for open and ease of discussion regarding PMC 17.28 CL and PMC 17.32 CG districts.

Moved by:	Benedetto
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**City of Palmer
Ordinance No. 19-016**

Subject: Enacting Palmer Municipal Code Chapter 9.39 Regarding Excessive Police Responses

Agenda of: August 27, 2019 – Introduction
September 10, 2019 – Public Hearing

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




Originator Information:

Originator: City Manager Wallace

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
X	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: \$ Unknown

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):

- Ordinance No. 19-016

Summary Statement/Background:

A concerned citizens group formed in Palmer and approached the Palmer City Council to consider adopting an excessive police response ordinance. The goal of the citizen group was to reduce criminal activity at problem locations in Palmer to which the police frequently respond.

This is a replacement ordinance for Ordinance No. 19-007 that was heard by public hearing on May 28, 2019. After the public hearing and discussion by Council it was moved that the ordinance be updated to reflect concerns on enforcement that were brought up by staff.

Modifications were drafted by staff and discussed with the citizens group on June 13 and discussed with Council during the committee of the whole discussion on code enforcement July 9. It was determined that this version was ready for a public hearing.

The intent of this ordinance is to hold both property owners and tenants accountable for repeated incidents of unlawful activity which take place on property for which they are responsible. Violation of this ordinance would result in a citation being issued to responsible parties once a certain number of calls for service for police verified unlawful activity is met.

LEGISLATIVE HISTORY

Introduced by: City Manager Wallace
Date: August 27, 2019
Public Hearing: September 10, 2019
Action:
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

Ordinance No. 19-016

An Ordinance of the Palmer City Council Enacting Palmer Municipal Code Chapter 9.39 Regarding Excessive Police Responses

WHEREAS, the city of Palmer has citizens concerned with residences that have an excessive amount of criminal activity and ordinance violations; and

WHEREAS, these citizens would like an avenue to discourage unlawful activities through a defined penalty system; and

WHEREAS, the Palmer police department is dispatched regularly to these problem residences for a variety of unlawful activities.

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 Chapter 9.39 is hereby enacted to read as follows:

9.39.010 Purpose

This ordinance addresses the issue of excessive police responses to repeat locations. Occasionally, one or more police officers respond multiple times to a property to a call for service regarding unlawful activity. This ordinance outlines liable parties and penalties for generation of excessive police response to such calls for service.

9.39.020 Definitions.

When used in this chapter, the following words and phrases shall have the meanings set forth in this section:

“Dwelling unit” means a structure or portion thereof providing independent cooking, living, sleeping, and toilet facilities for a person or group of persons living as a single housekeeping unit.

"Excessive police response" means for a residential property, each police response as defined in this section, in excess of eight (8), to a dwelling unit in a calendar year.

"Mobile home" means a detached single dwelling unit fabricated at a factory and capable of being transported to location of use on its own chassis and wheels, identified by a model number and serial number by its manufacturer, and designed primarily for placement on a non-permanent foundation.

"Mobile home park" means any parcel or adjacent parcels of land in the same ownership which are managed for occupancy by more than two mobile homes. The term does not include tourist facilities for travel trailers or campers.

"Owner" means the record owner of the property as shown in the real property records of the borough.

"Person" means any individual, or any business or non-business association recognized by law, whether or not organized for profit.

"Police response" means one or more police officers that respond to a call for service which subsequent investigation determines is a violation of a Palmer Municipal Ordinance, Alaska State law or Federal Law. The term "police response" does not include a response to:

1. Receipt of false information as defined in AS 11.56.800(a)(1), unless the false information was provided by an occupant or owner of the property;
2. A false alarm as defined in AS 11.56.800(a)(2) through (3), unless the false alarm was caused, permitted or allowed by an occupant or owner of the property in violation of AS 11.56.800(a)(2) through (3);
3. A call involving potential child neglect, potential domestic violence as defined in AS 18.66.990, or potential stalking under AS 11.41.260 or 11.41.270;
4. A report of a sexual assault as defined in AS 11.41.410 through 11.41.427;
5. A call from the tenant or owner of property for police assistance with:
 - a. Theft or attempted theft from the tenant or owner; or
 - b. A report of the presence or identification of a person under state or federal warrant; or
 - c. An inebriated person preparing to operate a motor vehicle upon leaving the premises.

"Residential property" means an individual parcel, tract or lot shown on the most recent plat of record containing one or more dwelling units, or a mobile home.

9.39.030 Notice to liable persons.

A. The city shall notify the owner and tenant of a property in writing when the number of police responses in the current calendar year to a residential unit reaches six (6). When the number of responses reaches eight (8), the owner and tenant shall be notified by the City that subsequent qualifying calls may result in a citation being issued to appropriate individuals.

B. A notice under this section shall be given in a manner reasonably calculated, under all the circumstances, to provide actual notice to the person of the potential liability for citation. At a minimum, the notice shall be sent by certified mail or by direct delivery, return receipt requested, to the mailing address of the person as shown on property tax records. If the mailed notice is returned refused for signature by the recipient, actual notice shall be conclusively presumed on

the date refused. If the mailed notice is returned unclaimed or undeliverable, the city shall accomplish notice by another method and attest to the date notice is accomplished by affidavit or in a police report. Notice may be accomplished by any lawful manner.

- C. The notice addressed to an owner and tenant shall:
1. Identify the property that is the subject of the notice by street address, and if the property has multiple units, identify the dwelling unit;
 2. State the number of police responses in the calendar year to date and state additional police responses to the unit or property may result in the issuance of a citation under this chapter;
 3. State the person shall be liable for additional citations for each excessive police response to the property during the calendar year;
 4. State the amount of the citation per excessive police response; and
 5. State the contact information of a representative of the police department to contact concerning the notice.

9.39.040 Citation for excessive police response.

Is it unlawful for the owner or tenant of a dwelling or residential property to cause excessive police responses as defined in PMC 9.39.020.

- A. The police department shall serve the owner of the property and the tenant of a unit a citation for excessive police responses.
- B. A person is exempt from liability for the citation established by subsection (A) of this section if:
1. The person is a federal, state, or local government agency;
 2. The property or unit responded to is used exclusively for nonprofit religious, charitable, cemetery, hospital or educational purposes;
 3. The city has not provided notice to the person in writing as provided in PMC 9.36.030;
- C. If a property has more than one owner, all owners shall be jointly liable, with the tenant, for any citation issued under this chapter. Actual notice to one owner creates a rebuttable presumption of actual notice to all other owners.
- D. For residential property owned as a condominium, a citation based on excessive police responses to a single dwelling unit shall be assessed against the owner of the dwelling unit, jointly with the tenant.
- E. A tenant shall not be liable for a citation if the tenant's conduct did not require the police response and the tenant's right to possession commenced on a date subsequent to the date of the first police response that is counted for purposes of the fee imposed under this chapter.
- F. If the unit requiring excessive police responses is a mobile home located in a mobile home park, the fee may not be imposed on the owner or operator of the mobile home park unless the owner's or operator's conduct required the excessive police response, or if the mobile home is owned and rented out by the mobile home park owner. The fee may be imposed jointly on the owner and tenant of the mobile home.
- G. The cost of the citation may be collected in accordance with applicable rules of court and Palmer Municipal Code.

Section 4. Effective Date. Ordinance No. 19-016 shall take effect upon adoption by the City of Palmer City Council.

Passed and approved this _____ day of _____, 2019.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk

**City of Palmer
Action Memorandum No. 19-065**

Subject: Authorizing the City Manager to Negotiate and Enter Into a Contract with Dirtworks, Inc. to Pave the Pathway from Cope Industrial Way to S. Gulkana Street in the Amount of \$47,915.00


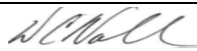
Agenda of: September 10, 2019

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




Originator Information:

Originator: Chris Nall, Director of Public Works

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
<u> √ </u>	Finance	<u></u>	<u>08/28/2019</u>
_____	Fire	_____	_____
_____	Police	_____	_____
<u> √ </u>	Public Works	<u></u>	<u>08/28/2019</u>

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: \$ **47,915.00**

This legislation (√):

<input type="checkbox"/>	Creates revenue in the amount of:	\$ _____
<input checked="" type="checkbox"/>	Creates expenditure in the amount of:	\$ <u>47,915.00</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>30-30-10-6200 Path Upgrade S. Gulkana (\$20,000.00)</u>
<input checked="" type="checkbox"/>	Not budgeted	<u>Not Budgeted \$27,915.00</u>

Director of Finance Signature: 

Attachment(s):

- Project Scope of Work
- Dirtworks Inc. quote
- Northstar Excavation & Asphalt quote

Summary Statement/Background:

This Action Memorandum authorizes the city manager to negotiate and enter into a contract with Dirtworks Inc., to pave the pathway (approx. 1,500 feet) from Cope-Industrial Way to S. Gulkana St. Paving this pathway will greatly enhance connectivity within the City by connecting Cope Industrial Way and the new senior housing pathway and S. Gulkana Street, to the Babb Arboretum.

Administration's Recommendation:

To approve Action Memorandum No. 19-065 authorizing the City Manager to negotiate and enter into a contract with Dirtworks, Inc.

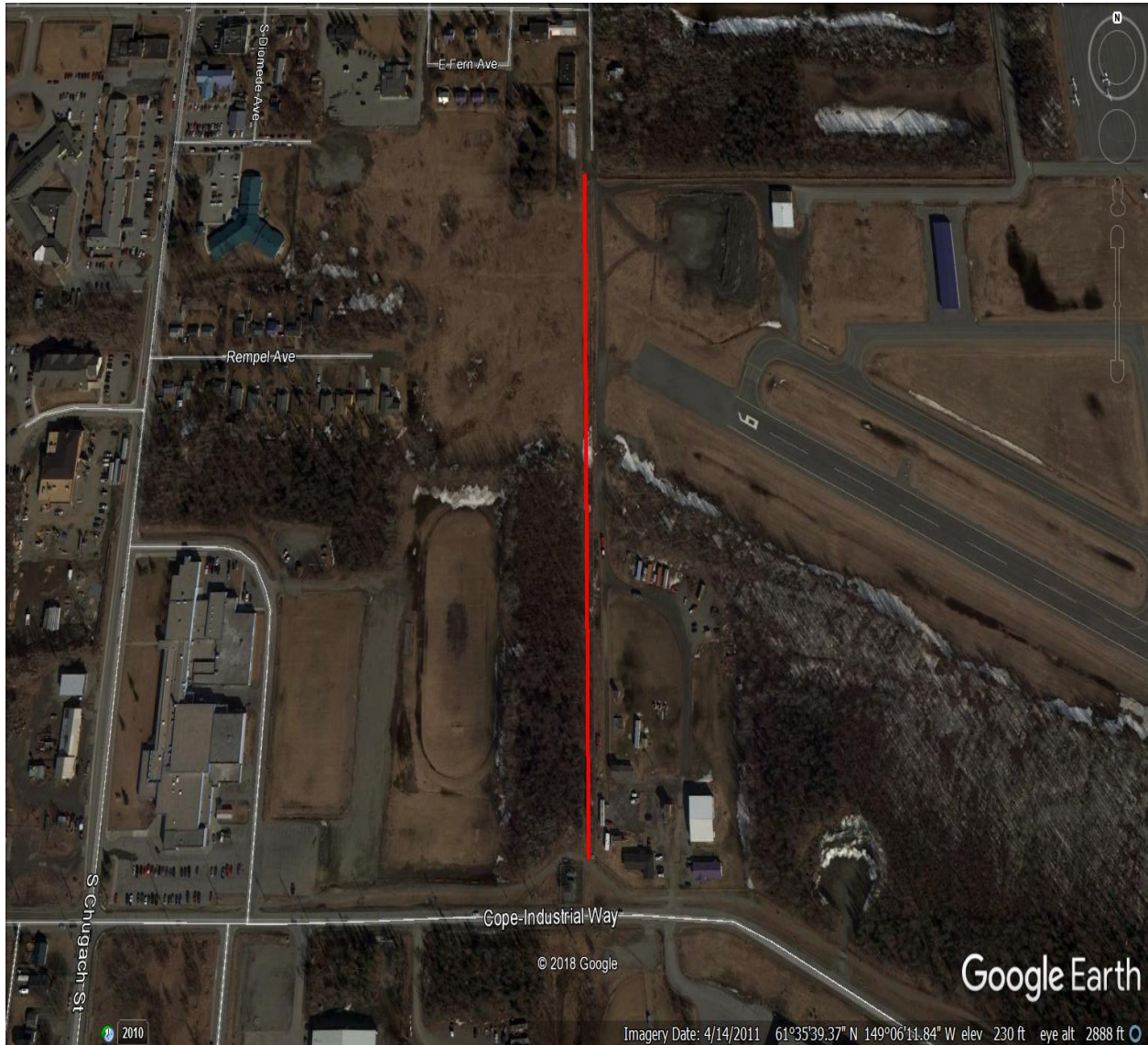
RFP #003-2019

Scope of Work

South Gulkana Pathway Pavement Project

Description & location work area:

Complete existing pathway from East Cope Industrial Way (Connection Point) to ending point at Babb Arboretum on South Gulkana Street. This project is to improve approximately 1,500 linear feet of pathway (marked in red) over existing classified material installed 2 years ago.



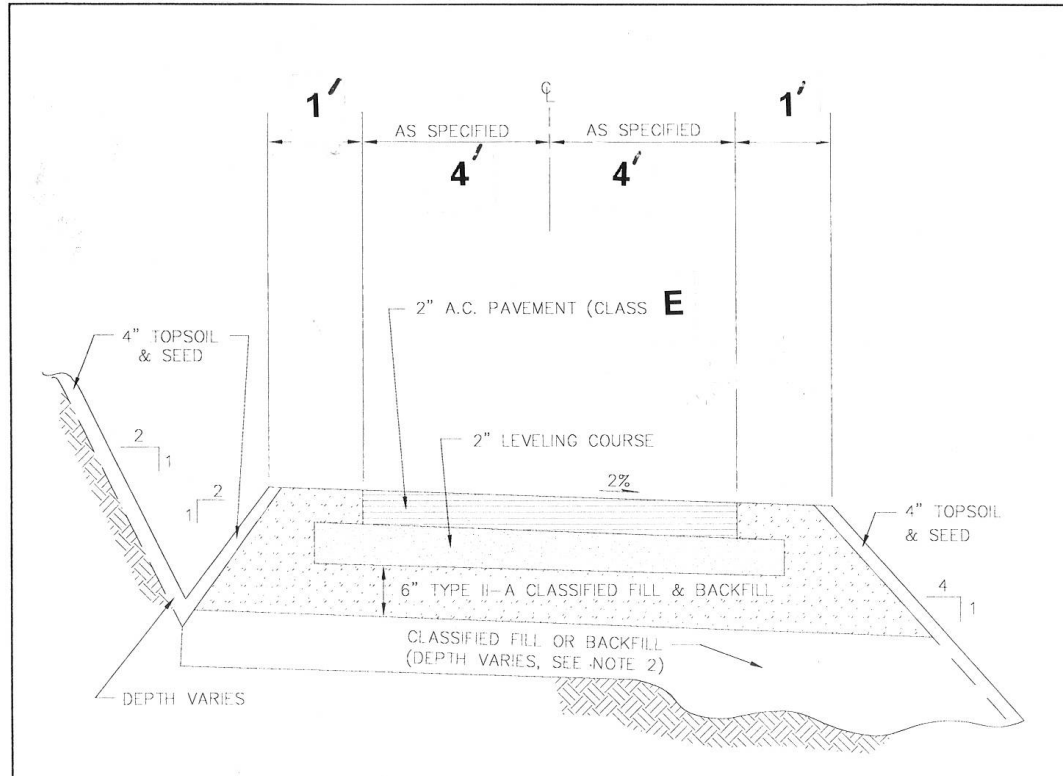
Scope of Work

This Pathway Project will be a lump sum bid and will conform with 2018 City of Palmer Standard Specifications. Project will require Minimum Rates of Pay Established in State of Alaska Title 36 Wage Rates for this project. RFP will be available on the web site August 9th, 2019 and proposal submitted to City of Palmer at 231 West Evergreen Avenue August 16, 2019 at 2:00 pm Alaska day light time. Anticipate notice to proceed to be issued on or about August 28th, 2019. Project substantial completion date will be September 30th, 2019 final completion October 10th, 2019.

Work will include preparation placement and installation of classified material Type 2-A, D-1 and Asphalt pavement on previously installed classified fill. Pathway on this project is aproxitly 1,500 liner feet of 8' feet wide asphalt path way from South Gulkana Street connecting into existing asphalt pathway on East Cope Industrial Way and will be staked out.

1. Work will include supply, installation and compaction of aproxitly 1,500 liner feet 6" inch lift of Type II-A at 10' feet width over center of existing gravel pathway per Modified Detail 20-6.
2. Supply, installation and compaction of aproxitly 1,500 liner feet 2" lift of D-1 leveling course 10' feet wide over center of existing pathway per Detail 20-6.
3. Supply, installation and compaction of aproxitly 1,500 liner feet 2" inch lift of asphalt 8' feet wide Asphalt City (E) mix per Standard Specifications per Detail 20-6.
4. Also anticipated is a 20' foot long 10' foot wide dig out, this will be required at tie in point at existing asphalt pathway on Cope Industrial Way to match elevation required to make smooth transition.
5. Supply and installation 4" top soil 2' feet wide on each side of pathway transitioning to existing ground level per Detail 20-6. **Note* No seeding will be required for this project.**

SOUTH GULKANA PATHWAY PROJECT



NOTES:

1. DIMENSIONS AND ELEVATIONS SHOWN ON THIS STANDARD DETAIL ARE TYPICAL. PROJECT SPECIFIC DIMENSIONS SHOWN ON THE DRAWINGS SHALL CONTROL.
2. ENGINEER WILL DETERMINE THE DEPTH OF EXCAVATION, MINIMUM 12" THICK CLASSIFIED FILL BELOW TYPE IIA.
3. ADJUST DEPTH OF DITCH AS NECESSARY FOR POSITIVE DRAINAGE AS SHOWN IN THE DRAWINGS OR AS DIRECTED BY THE ENGINEER.
4. PLACE CROSS CULVERTS AS SHOWN ON THE DRAWINGS OR AS DIRECTED BY THE ENGINEER

	SCALE:	NTS	<h2 style="margin: 0;">TYPICAL SECTION PATHWAY</h2>	SECTION	DIVISION 20
	APPROVED:			DETAIL	20-6
	REVISED:	01/2018			

Licensed • Bonded • Insured
**COMMERCIAL • RESIDENTIAL
EXCAVATION SPECIALIST**
3255 S. Old Glenn Hwy.
Palmer, Alaska 99645



Office (907) **745-3671**
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Scott's Cell (907) **355-4013**
www.alaskadirtworks.com

August 23, 2019

Attention: Greg

Regarding: RFP #003-2019 South Gulkana Pathway Project

Price to:

1. Supply, installation, and compaction of approximately 1,500 linear feet 6" inch lift of Type II-A at 10' feet width over center of existing gravel pathway per Modified Detail 20-6.
2. Supply, installation, and compaction of approximately 1,500 linear feet 2" lift of D-1 Leveling Course 10' feet wide over existing pathway per Detail 20-6.
3. Supply, installation, and compaction of approximately 1,500 linear feet 2" lift of asphalt 8' feet wide Asphalt City (E) mix per Standard Specifications per Detail 20-6.
4. Also anticipated is a 20' foot long, 10' foot wide dig out, this will be required at tie in point at existing asphalt pathway on Cope Industrial Way to match elevation required to make a smooth transition.
5. Supply and installation of 4" top soil 2' feet wide on each side of pathway transitioning to existing ground level per Detail 20-6.

Price: 47,915.00

Does not include surveying, compaction testing, and seeding of top soil.

Thank you.



Scott Johnson
Dirtworks, Inc.



1150 S Colony Way, Suite 3
PMB 574
Palmer, AK 99645
Office: (907) 745-1112

Proposal of Contract

PROPOSAL SUBMITTED TO:	City of Palmer	DATE OF PROPOSAL:	8-13-19
STREET ADDRESS:		PHONE:	
JOB ADDRESS/LOCATION:	S. Gulkana Pathway	EMAIL ADDRESS:	

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES PLACING LEVELING COURSE AND ASPHALT ON OWNER APPROVED SUBGRADE. Area to be measured after paving completed for final quantity. Price includes compacted sub-base leveling course, asphalt, labor & equipment. Price excludes any responsibility for subgrade, utility adjustments, or any existing subgrade failure, surveying or staking.

Furnish and place materials per specs. 6" Type 2A gravel, 2" D1 leveling course, 2" AC pavement, Top soil and seed.

Lump sum = \$49,970.00

We propose hereby to furnish material, labor and complete in accordance with above specifications for the sum of: \$ _____ US dollars. Payment to be paid in full upon completion of project. Accounts dating 30 days past completion are considered past due and are subject to a 1.5% interest per month (18% per annum) as well as an accounting charge of \$30.00 plus all collection and attorney fees. At job completion, if payment is not made in full by agreement of contract, consider this a notice of intent to lien.

GUARANTEE- Northstar Excavation & Asphalt, Inc. guarantees all asphalt against defect in materials and workmanship for one year after completion. Guarantee excludes frost heaves, earthquake movement, tire marks or surface impairments during seasonal high temperatures, organic matter, poor sub-base material, poor compaction due to excessive moisture/mud content, frozen sub soil and water and/or ice accumulation in areas that have less than one inch of slope over a distance of ten feet. All work is to be completed in a workman like manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance.

Authorized Signature:

Note: This proposal may be withdrawn by us if not Accepted within 60 days.

ACCEPTANCE OF CONTRACT: The above prices, specifications and conditions are satisfactory and are hereby accepted. Northstar Excavation & Asphalt Inc. is authorized to complete the work with contractors' discretion. Payment will be made as outlined.

Date of acceptance: _____ Signature: _____