

Mayor Edna B. DeVries  
Deputy Mayor Richard W. Best  
Council Member Steve Carrington  
Council Member Linda Combs  
Council Member Sabrena Combs  
Council Member David Fuller  
Council Member Pete LaFrance

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

**City of Palmer, Alaska**  
**City Council Meeting**  
**July 24, 2018, at 7 PM**  
City Council Chambers  
231 W. Evergreen Avenue, Palmer  
[www.cityofpalmer.org](http://www.cityofpalmer.org)

## AGENDA

### A. CALL TO ORDER

### B. ROLL CALL

### C. PLEDGE OF ALLEGIANCE

### D. APPROVAL OF AGENDA

1. Approval of Minutes of Previous Meetings
  - a. June 12, 2018, Regular Meeting ..... Page 3
  - b. June 26, 2018, Regular Meeting ..... Page 9
  - c. July 10, 2018, Regular Meeting..... Page 13

### E. COMMUNICATIONS AND APPEARANCE REQUESTS

1. Presentation of a Proclamation to Kristie Bernier for Achievement as Emmy Award Winner  
..... Page 17
2. Presentation from Board of Economic Development Chair Dusty Silva

### F. REPORTS

1. City Manager's Report ..... Page 19
2. City Clerk's Report
3. Mayor's Report ..... Page 25
4. City Attorney's Report

### G. AUDIENCE PARTICIPATION

### H. PUBLIC HEARING

1. **Resolution No. 18-001-A:** Amending the Budget for the City of Palmer, Alaska for the Fiscal Year Ending December 31, 2018 ..... Page 27

### I. NEW BUSINESS

1. Committee of the Whole: Discuss 2019 Budget Priorities (note: action may be taken by the council following the committee of the whole) ..... Page 33

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

### K. AUDIENCE PARTICIPATION

### L. COUNCIL MEMBER COMMENTS

### M. ADJOURNMENT

## Tentative 2018 Palmer City Council Meetings

Meeting Date	Meeting Type	Time	Notes
Aug 14	Regular	7 pm	
Aug 28	Regular	7 pm	
Sept 11	Regular	7 pm	
Sept 25	Regular	7 pm	
Oct 8	Special	6 pm	Election Certification
Oct 9	Regular	7 pm	
Oct 16	Special	6 pm	1 <sup>st</sup> Budget Public Hearing

**A. CALL TO ORDER**

A regular meeting of the Palmer City Council was held on June 12, 2018, 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	Richard Best, Deputy Mayor
Steve Carrington	Sabrina Combs
David Fuller	Peter LaFrance

One Council seat was vacant due to a recent resignation.

Staff in attendance were the following:

Nathan Wallace, City Manager	Norma I. Alley, MMC, City Clerk
Michael Gatti, City Attorney	Angie Anderson, 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. 18-064:** Authorizing the City Manager to Execute Change Order No. 4 with Roger Hickel Contracting, Inc., to Install 150 Linear Feet of Additional 24" DIP Line from the Control Building to the MBBR as Part of the Wastewater Treatment Plant Facility Plan Update
2. Approval of Minutes of Previous Meetings
  - a. April 17, 2018, Joint City Council and Planning & Zoning Commission Meeting

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

Moved by:	Carrington
Seconded by:	Best
Action:	Motion Carried
In favor:	Best, Carrington, Combs, DeVries, Fuller, LaFrance
Opposed:	None

**E. COMMUNICATIONS AND APPEARANCE REQUESTS**

1. Presentation of a Proclamation for Karen Cordero for Teacher of the Week

Mayor DeVries presented a proclamation to Karen Cordero for her outstanding service as a teacher in the community.

## F. REPORTS

### 1. City Manager's Report

City Manager Wallace highlighted his written report and announced:

- City Hall parking lot construction project is progressing and currently under budget, so approval of paving the Fire Station parking lot will be recommended for the June 26, 2018, Council meeting;
- An AARP Community Grant had been submitted and if approved, the funds will pave sidewalks; and
- A crosswalk is being considered for Colony Way and final plans would be brought to Council in coming weeks.

### 2. City Clerk's Report

City Clerk Alley highlighted her written report and announced:

- Reminder for next week's special meeting starting at 6:00 p.m.;
- Recruiting for board and commission seats would end Friday, June 29, at 4:30 p.m.; and
- Campaign filing period for council seats was one month away.

### 3. Mayor's Report

Mayor DeVries highlighted her written report and announced:

- Colony Days was a success;
- Commuter Rail Study was without funds, so the project was put on hold for one year;
- Department of Transportation representative would be presenting at the July Mayor/Manager meeting;
- She participated in the opening ceremonies at the Scottish Highland Games on June 30, 2018;
- Palmer Pride Picnic was to be held on July 27, starting at 4:00 p.m. in the Depot; and
- Nominations for Person of the Year, Golden Shovel Award, and Beautification Award were still being accepted.

### 4. City Attorney's Report - None.

## G. AUDIENCE PARTICIPATION

Mrs. Jenny McDaniel highlighted Scottish Highland Game events to be held on June 30, 2018, and presented the Council with a poster.

Mr. Roy Burkhardt reported he felt the Police Department staff was not being consistent with enforcing parking in his neighborhood and wanted it brought to the City Council's attention.

## H. NEW BUSINESS

1. Committee of the Whole (note: action may be taken by the council following the committee of the whole)
  - a. Review of Council Member Applications
  - b. City Council Member Applicant Interviews

### **Main Motion: To Move Into Committee of the Whole**

Moved by:	Combs
Seconded by:	Fuller
Action:	Motion Carried
In favor:	Best, Carrington, Combs, DeVries, Fuller, LaFrance
Opposed:	None

The Council entered into a Committee of the Whole at 7:24 p.m.

City Clerk Alley handed out interview questions and two candidate application packets.

City Council reviewed the questions and application packets. Consensus was met to use the questions as submitted and conduct interviews with Mr. Kip Bailey and Mrs. Linda Combs.

Mr. Kip Bailey's interview questions and answers were as follows:

1. Tell us about yourself

Mr. Kip Bailey stated he moved to Alaska in 2001 and moved to Palmer in 2010; he worked for the Anchorage School District; his active family enjoys what Palmer has to offer; volunteered with organizations such as the Boy Scouts, Palmer Moose, and Nordic Booster Club; and would like to do more to give back to the community.

2. What do you feel is the most critical issue facing the city of Palmer today

Continuing to offer all that we can as a community such as water and sewer services, road maintenance, and maintaining the airport with fiscal uncertainty.

3. What do you think is the most positive attribute of the city

The vibrant downtown community and activities offered such as the wine walk, night runs, Palmer Pride, Colony Days, and many more.

4. Share with us your assessment of any recent decision of the City Council

Mr. Bailey stated he did not have much to say here.

Mrs. Linda Combs' interview questions and answers were as follows:

1. Tell us about yourself

Mrs. Linda Combs stated she was honored to have served the city as a previous council member and First Lady over the past 20 years and felt she had a solid background due to those positions.

2. What do you feel is the most critical issue facing the city of Palmer today

The continuance of consistent, moderate, and stable leadership. She stated the current and previous Council had served well, followed code, and done exactly what the city needed to grow and flourish during difficult times.

3. What do you think is the most positive attribute of the city

Becoming a destination. Palmer has developed a reputation for being a wonderful and enjoyable place to attend events.

4. Share with us your assessment of any recent decision of the City Council

The plastic bag ordinance passed was long overdue and was happy to see it in Palmer.

The Council adjourned from Committee of the Whole at 7:36 p.m. and Mayor DeVries reconvened the regular meeting.

## 2. Selection and Appointment of City Council Member

Mayor DeVries called for nominations. Deputy Mayor Best nominated Linda Combs. Council Member LaFrance nominated Kip Bailey.

### **Main Motion: To Close Nominations**

Moved by:	Best
Seconded by:	Fuller
Action:	Motion Carried Unanimously
In favor:	Best, Carrington, Combs, DeVries, Fuller, LaFrance

Mayor Devries called for a vote on the nominations.

### **Vote on Nomination: Linda Combs**

Action:	Appointed
In favor:	Best, Carrington, DeVries, Fuller

### **Vote on Nomination: Kip Bailey**

Action:	Not Appointed
In favor:	Combs, LaFrance

City Clerk Alley announced she would begin the process to confirm Mrs. Combs appointment with the administration of her oath of office at the July 19 Council meeting.

## **I. RECORD OF ITEMS PLACED ON THE TABLE**

City Clerk Norma Alley reported the following were Items Placed on the Table:

- Scottish Highland Game flyer and poster;
- Candidate Interview Questions; and
- Candidate Applications.

## **J. AUDIENCE PARTICIPATION**

None.

## **K. COUNCIL MEMBER COMMENTS**

Council Member Carrington congratulated Mrs. Combs on being appointed and thanked Mr. Bailey for applying.

Council Member LaFrance thanked Mr. Bailey for applying, congratulated Mrs. Combs, and thanked all who helped out with the spectacular Colony Days event.

Deputy Mayor Best thanked both candidates, requested all to watch for motorcycles, and reminded people to be mindful of boat safety when in the water.

Council Member Fuller encouraged Mr. Bailey to run in the October election, congratulated Mrs. Combs, and suggested Council think about a new venue for Colony Days as the event is growing too large for downtown.

Council Member Combs stated she was excited to hear about the AARP grant, hoped the livable community designation could be reconsidered, and that Colony Days was a huge success and brought the largest crowd to date.

**L. ADJOURNMENT**

With no further business before the Council, the meeting adjourned at 7:51 p.m.

**Approved this \_\_\_\_ day of \_\_\_\_\_, 2018.**

\_\_\_\_\_  
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 June 26, 2018, 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	Richard Best, Deputy Mayor
Steve Carrington	Linda Combs
Sabrena Combs	David Fuller
Peter LaFrance	

Staff in attendance were the following:

Nathan Wallace, City Manager	Norma I. Alley, MMC, City Clerk
Michael Gatti, City Attorney	Angie Anderson, 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. 18-065:** Authorizing the City Manager to Negotiate and Execute a One Year Contract with the Matanuska-Susitna Borough to Provide Fire Emergency Response to the Greater Palmer Fire Service Area (GPFSA)
  - b. **Action Memorandum No. 18-066:** Authorizing the City Manager to Negotiate and Execute a One Year Contract for Rescue Services with the Matanuska-Susitna Borough
  - c. ~~**Action Memorandum No. 18-067:** Authorizing the City Manager to Execute Change Order #1, Execution of Additive Alternate #3, Apron Replacement at Fire Station 3-1, with North Star Excavation and Asphalt, Inc. in an Amount Not to Exceed \$36,000.00~~
2. Approval of Minutes of Previous Meetings
  - a. April 24, 2018, Regular Meeting
  - b. June 19, 2018, Special Meeting

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

Moved by:	S. Combs
Seconded by:	Fuller
Action:	Motion Carried Unanimously
In favor:	Best, Carrington, L. Combs, S. Combs, DeVries, Fuller, LaFrance

**Primary Amendment #1: To Move Action Memorandum No. 18-067 to New Business**

Moved by:	Best
Seconded by:	L. Combs
Action:	Motion Carried Unanimously
In favor:	Best, Carrington, L. Combs, S. Combs, DeVries, Fuller, LaFrance

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

1. Presentation of a Proclamation for Palmer High School Baseball Team for Achievement as Southcentral Conference Champions

Mayor DeVries read and presented the proclamation to Coach David Combs and the Palmer High School baseball team.

## **F. REPORTS**

1. City Manager's Report

City Manager Wallace highlighted his written report and reported there was movement, by residents, to get Remple Avenue paved. Council Member Linda Combs stated water and sewer problems had previously been reported on Remple Avenue and asked the city manager to make note of this for future reference.

2. City Clerk's Report

City Clerk Alley highlighted her written report and announced:

- Election officials were needed to serve all across the borough;
- Notice of Vacancy in Office had been published for Council seats;
- Candidate filing starts on July 16 and ends at 4:00 p.m. on July 27; and
- Applications for the vacant board and commission seats would be accepted until 4:30 p.m. on June 29.

3. Mayor's Report

Mayor DeVries highlighted her written report and requested Council's input on the AML position papers. Council Member Linda Combs requested municipal revenue sharing and retirement funding remain a legislative priority.

4. City Attorney's Report

City Attorney Mike Gatti stated due to a recent supreme court ruling, local tax could be charged on internet purchases within the city; if the city chooses to pursue that.

## **G. AUDIENCE PARTICIPATION**

Mr. Jeff Johnson expressed concern that the new self-storage business on Cobb Street would not be beneficial to Palmer's Downtown District.

Mr. Gary Wolfe stated the zoning code was a tool to shape the community, asked that the process outlined in the code be followed, and requested a meeting be held with the business community and Council to acquire a common vision.

Mr. Mark Austin testified he loved the city and felt the economic development of Palmer had not been considered by the Council.

Mr. Chris Whittington asked the Council to follow Palmer Municipal Code Title 17, felt a storage business in any Cobb Street building was not permitted according to the code, and requested future building plans be sent to the Planning and Zoning Commission through the variance process.

Ms. Jill Valerius stated zoning codes appeared to have been loosely followed and asked Council to consider evaluating zoning more carefully.

Mr. Kevin Middleton and Ms. Samantha Berg agreed with previous speakers and felt City Council needed to follow the code.

Mrs. Cynthia McMillen stated her and her neighbors had been cited for parking cars and RV's on the street overnight and hoped all codes would be enforced as strongly.

Mr. Tom Endman testified he felt a storage facility was a nuisance and eyesore and would bring down property value and increase crime.

Mr. Bill Aube stated a self-storage business should not be allowed in the Downtown District and is more appropriate in the industrial zone.

Mrs. Anne Thomas expressed concern the code was not followed and Council was not looking into zoning codes thoroughly.

City Clerk Alley handed out two written comments received.

## H. NEW BUSINESS

1. **Resolution No. 18-016:** Supporting the Construction of a Restroom Facility on the Alaska State Fair Grounds

City Manager Wallace reported the city's wastewater facility would benefit from this project and a monetary contribution would be appropriate from the water/sewer fund. Council Member Fuller stated he endorsed this project, but requested the city not appropriate funds yet. Deputy Mayor Best supported not designating funds yet.

### Main Motion: To Approve Resolution No. 18-016

Moved by:	LaFrance
Seconded by:	Fuller
Action:	Motion Carried Unanimously
In favor:	Best, Carrington, L. Combs, S. Combs, DeVries, Fuller, LaFrance

2. **Action Memorandum No. 18-067:** Authorizing the City Manager to Execute Change Order #1, Execution of Additive Alternate #3, Apron Replacement at Fire Station 3-1, with North Star Excavation and Asphalt, Inc. in an Amount Not to Exceed \$36,000.00

City Manager Wallace reported due to remaining funds available for this project, Action Memorandum 18-067 approves the paving of Fire Station 3-1's parking lot.

### Main Motion: To Approve Resolution No. 18-067

Moved by:	Fuller
Seconded by:	Best
Action:	Motion Carried Unanimously
In favor:	Best, Carrington, L. Combs, S. Combs, DeVries, Fuller, LaFrance

## I. RECORD OF ITEMS PLACED ON THE TABLE

City Clerk Alley reported written testimony under audience participation were Items Placed on the Table.

## J. AUDIENCE PARTICIPATION

None

## K. COUNCIL MEMBER COMMENTS

Council Member Carrington commented on upcoming Fourth of July events and suggested all have fun and stay safe.

Council Member LaFrance:

- Announced little a triathlon was to be held on June 30, at Matanuska Lakes State Recreation Area;
- Announced Hatcher Pass Marathon was to be held on July 7;
- Stated city manager's interpretation of the code was not appropriate and requested careful consideration be given when making decisions for Palmer's future; and
- Asked consideration be given to expanding Palmer's refuse service area.

City Manager Wallace stated further research would be done to see if the city's refuse service area could be offered to more citizens. City Attorney Gatti reminded the Council of the Regulatory Commission of Alaska regulations.

Deputy Mayor Best stated he felt the code was interpreted correctly, which did allow for a self-storage business in the commercial general use zone, and hoped U-Haul would be a good neighbor to Palmer business owners.

Council Member Linda Combs requested a staff report regarding funds appropriated for installation of ADA compliant and senior citizens signs in the downtown area, announced Palmer Pride Picnic to be held on July 27, and stated she was grateful for public participation but sad more citizens did not fully understand code.

Council Member Fuller stated he felt the code and comprehensive plan were followed, but needed to be updated. He expressed appreciation to the Palmer Fire Department and Borough ambulance services for responding to mile 104 to help an injured individual.

Council Member Sabrena Combs:

- Agreed with Council Member LaFrance's previous comments and added she felt Kroger was responsible for the unfortunate new tenant at the Cobb Street location as they did not hold to their company policy of back filling stores with a business which best suits the neighborhood's needs;
- Encouraged Council and administration to rally harder to ensure Palmer's vision in the comprehensive plan be executed;
- Congratulated Palmer High School baseball team for their championship; and
- Thanked Mayor DeVries for recognizing the team with her proclamation.

## L. ADJOURNMENT

With no further business before the Council, the meeting adjourned at 8:21 p.m.

**Approved this \_\_\_\_ day of \_\_\_\_\_, 2018.**

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Norma I. Alley, MMC, City Clerk

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Edna B. DeVries, Mayor

## A. CALL TO ORDER

A regular meeting of the Palmer City Council was held on July 10, 2018, 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	Richard Best, Deputy Mayor
Steve Carrington	Linda Combs
Sabrina Combs	David Fuller (participated telephonically)
Peter LaFrance	

Staff in attendance were the following:

Nathan Wallace, City Manager	Norma I. Alley, MMC, City Clerk
Michael Gatti, City Attorney (participated telephonically)	Angie Anderson, 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. 18-068:** Authorizing the City Manager to Purchase Insurance Coverage for the Period July 1, 2018, through June 30, 2019, per the Premium Quote Submitted by the City's Insurance Broker, Insurance Brokers of Alaska
  - b. **Action Memorandum No. 18-069:** Confirming the Mayor's Nomination of Heather Kelley with a Term Ending October 31, 2020, to the Parks, Recreation and Cultural Resources Advisory Board
  - c. **Action Memorandum No. 18-070:** Confirming the Mayor's Nomination of Andrew Corbin and Rhonda Wohlbach with Terms Ending October 31, 2018, to the Planning and Zoning Commission
2. Approval of Minutes of Previous Meetings
  - a. May 22, 2018, Regular Meeting

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

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

## E. COMMUNICATIONS AND APPEARANCE REQUESTS

### 1. Quarterly Update from Planning & Zoning Commission Chair Dan Lucas

Planning & Zoning Commission Chair Dan Lucas reported:

- He was glad to have a full commission as of July 19;
- Appreciation for David Cruthers' and Merry Maxwell's service would be expressed at the July Commission meeting;
- Comprehensive review of Title 17's residential zoning districts was nearly complete;
- Public testimony was heard regarding the R-1 zone and commercial rentals within R-1;
- Short-term rentals had been referred to the Board of Economic Development for their review and comments;
- Conditional use permit for Alaska Demolition Contractors would be reviewed in August;
- Zoning Map amendment at the airport was approved;
- Public hearing was held on a conditional use permit converting the use of the Eagle Hotel into a residential care facility, which was withdrawn by the applicant;
- Palmer Church of God's lot line adjust was approved;
- Reviewed a pre-application plat to divide the tax parcel for Whispering Winds; and
- Preliminary plat review was conducted for Maple Springs located at Hemmer Road.

Deputy Mayor Best asked for a thorough review of the R-1 zone, ensure residential standards were met for Bed and Breakfasts', and to not allow commercial use in residential zones.

Mayor DeVries asked for appreciation to be passed along to all members for their hard work and dedication.

### 2. Presentation from Matanuska Electric Association

Mrs. Julie Esty, Matanuska Electric Association Director of External Affairs, reported:

- New meter installation was underway, as highlighted on the project map handed out, with an anticipated completion date of September;
- The new meters would provide more accurate meter readings and empower members to manage their use more effectively; and
- Pursuit of acquiring land to relocate the Lucas Substation.

## F. REPORTS

### 1. City Manager's Report

City Manager Wallace highlighted his written report and reported:

- A camera was installed at City Hall and a request for proposal will be noticed for installation of cameras on other city facilities;
- Preliminary designs for citywide signs was completed and was looking to begin installation of signs this year;
- The Airport campground project was well underway;
- An estimate to repair the skate park fence was being pursued;
- The city hosted a table at the Garden and Art Faire; and
- Mat-Su Miners Baseball game tickets were available at City Hall for the "Celebrating City of Palmer" day to be held after the Palmer Pride Picnic on July 27.

Deputy Mayor Best asked for a cost estimate on the Remple Avenue paving project. City Manager Wallace answered an estimate of \$300,000.00 was received.

2. City Clerk's Report

City Clerk Alley highlighted her written report and stated she would be attending the Palmer Senior Center membership meeting on Wednesday and the local Rotary Service Club meeting on Thursday to recruit election officials.

3. Mayor's Report

Mayor DeVries highlighted her written report and announced she was still seeking nominations for Palmer Pride Picnic awards.

4. City Attorney's Report

None.

**G. AUDIENCE PARTICIPATION**

Mrs. Terry Snider, AARP State President, handed out the newest copy of "Where We Live" Magazine.

**H. NEW BUSINESS**

1. **Resolution No. 18-017:** Appropriating \$25,000.00 from the General Fund for Installation of a Marked Crosswalk at the Intersection of E. Arctic Ave and N. and S. Valley Way

**Main Motion: To Approve Resolution No. 18-017**

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

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

City Clerk Alley reported the following documents were Items Placed on the Table:

- Mat-Su Bike Map;
- Matanuska Electric Association 2018 Palmer Projects Map;
- Preliminary Palmer's citywide sign design; and
- AARP's "Where We Live" Magazine.

**J. AUDIENCE PARTICIPATION**

None.

**K. COUNCIL MEMBER COMMENTS**

Council Member Fuller reminded all to attend the Wine Walk on July 13 in downtown Palmer.

Council Member S. Combs thanked Matanuska Electric Association for the presentation and commented she was glad to hear there was new Planning and Zoning Commission members.

Council Member L. Combs:

- Reported she would be attending a meeting with the Palmer Pride Picnic planning group;
- Stated she was anticipating there would be games for kids at Palmer Pride Picnic;
- Encouraged Council to share information about the bag ordinance to help the community understand;
- Asked the city manager to consider another Clean Up Day to help keep Palmer beautiful;
- Remarked what a pleasure it was to work with the city clerk in assisting to set up presentations to recruit election officials;
- Encouraged all to help others who cannot vote or need assistance to vote by being a personal representative;
- Expressed gratitude for Chief Ketterling's understanding and listening to concerns shared by Senior Center patrons and was grateful for his presentation at their meeting.

Deputy Mayor Best reminded all to look out for bikes, pedestrians, and motorcycles.

## **L. ADJOURNMENT**

With no further business before the Council, the meeting adjourned at 8:25 p.m.

**Approved this \_\_\_\_ day of \_\_\_\_\_, 2018.**

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Norma I. Alley, MMC, City Clerk

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Edna B. DeVries, Mayor





## PROCLAMATION

### RECOGNIZING KRISTY BERNIER

**WHEREAS**, The City of Palmer and the City Council would like to extend their congratulations to Palmer resident Kristy Bernier for her recent award; and

**WHEREAS**, Kristy Bernier and the team from Brilliant Media Strategies were nominated for two Northwest Regional Emmy Awards June 9, 2018; and

**WHEREAS**, Kristy as the Editor/Producer/Creative Director and the team won the Emmy for Best Documentary-Historical Category for the documentary TRUE NORTH- THE STORY OF ASRC, which had four other strong competitors in the category; and

**WHEREAS**, Kristy has shown great leadership, creativity in her field, and compassion for her work which is an inspiration for others to follow; and

**NOW, THEREFORE, IT IS PROCLAIMED** by the Mayor and City Council of the City of Palmer, Alaska, do hereby express our pride and congratulations for all the work Kristy Bernier does and as role model for others to follow. I call upon all citizens of Palmer to join me in this special recognition and the impact she has made and continues to make in our community.

**IN WITNESS WHEREOF**, I have hereunto set my hand and cause the seal of the City of Palmer to be affixed on this 24<sup>th</sup> day of July, 2018.

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

\_\_\_\_\_  
Norma I. Alley, MMC, City Clerk





**Staff Update and analysis (June 2018):**

**Police Department:**

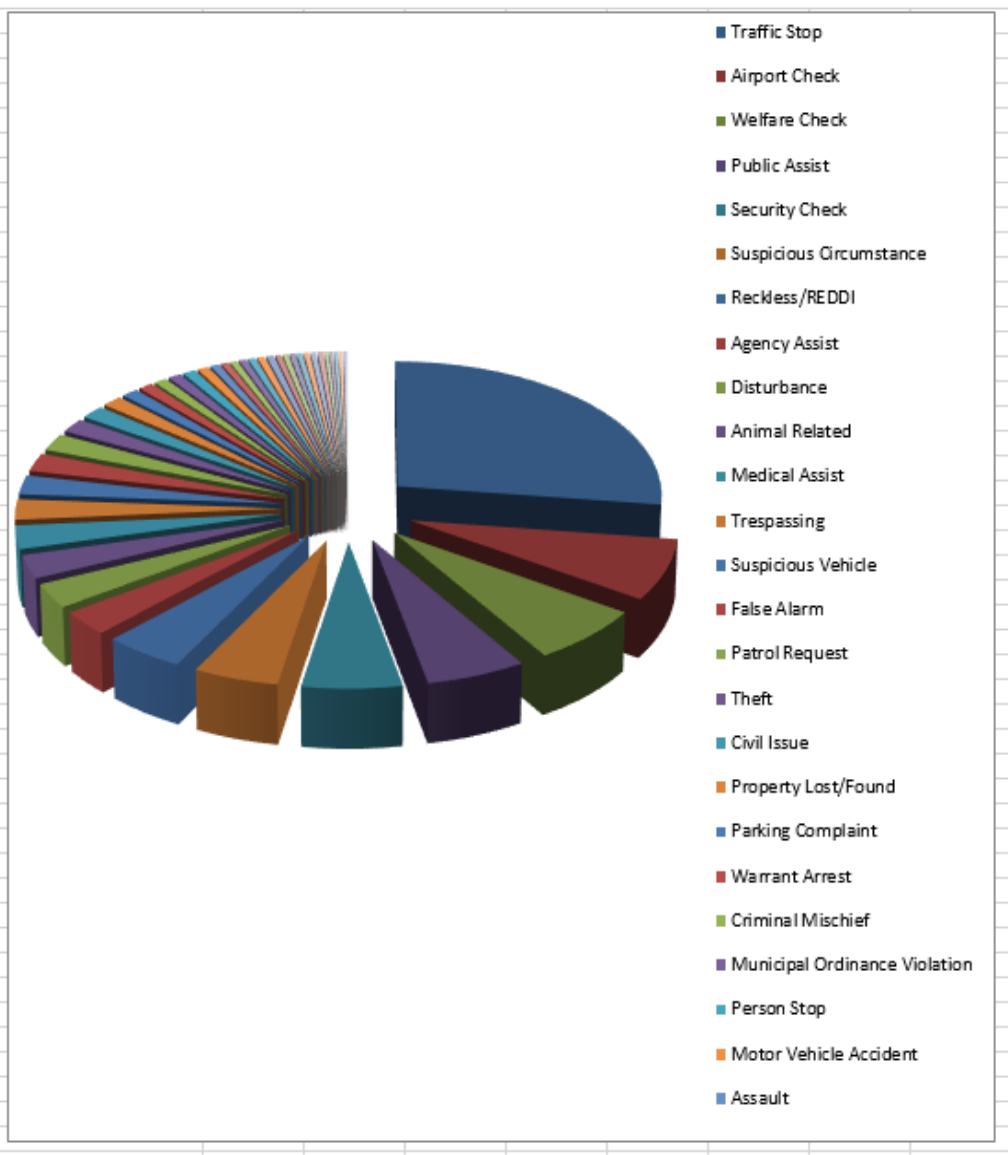
Total calls: 824 up from 802 in May

Call breakdown - 38%(May -37%) traffic/vehicle related, 21%(May - 24%) welfare and property checks, 18%(May - 16%) citizen assistance, 23%(May -23 %) other.

**Patrol Calls  
 June, 2018**

CAD REPORT

Traffic Stop	223
Airport Check	60
Welfare Check	55
Public Assist	47
Security Check	47
Suspicious Circumstance	40
Reckless/REDDI	38
Agency Assist	24
Disturbance	24
Animal Related	23
Medical Assist	23
Trespassing	20
Suspicious Vehicle	19
False Alarm	18
Patrol Request	17
Theft	14
Civil Issue	13
Property Lost/Found	11
Parking Complaint	9
Warrant Arrest	8
Criminal Mischief	7
Municipal Ordinance Violation	7
Person Stop	7
Motor Vehicle Accident	6
Assault	5
Burglary	4
Leaving the Scene	4
Motorist Assist	4
Property Damage	4
Public Appearance	4
Stolen Vehicle	4
Attempt to Locate	3
Drug Information	3
DUI	3
DUI - Drugs	3
Fraud	3
Misconduct Involving Controlled Substar	3
Provide Transportation	3
Abandoned Vehicle	2
Debris in Roadway	2
Harassment	2
Minor in Need Supervision	2
Noise Complaint	2
Runaway Juvenile	2
Bar Check	1
Counterfeiting	1



**Fire Department:** Calls: 57(40 – May) in June 2018, up by 30% from last month, up by 13% from last year  
 Fire: 4(7 - May), Rescue: 20(13 - May), Hazard: 6(0 - May), Good intents: 14(10 - May), False alarm: 6(3 – May),  
 Special Incident: 0(0 - May), Service call: 6(7 - May), Overpressure/explosion/overheat: 0(0 – May).



**Report to Council**  
 City Manager Nathan Wallace  
 July 24, 2018

**Palmer Fire & Rescue**

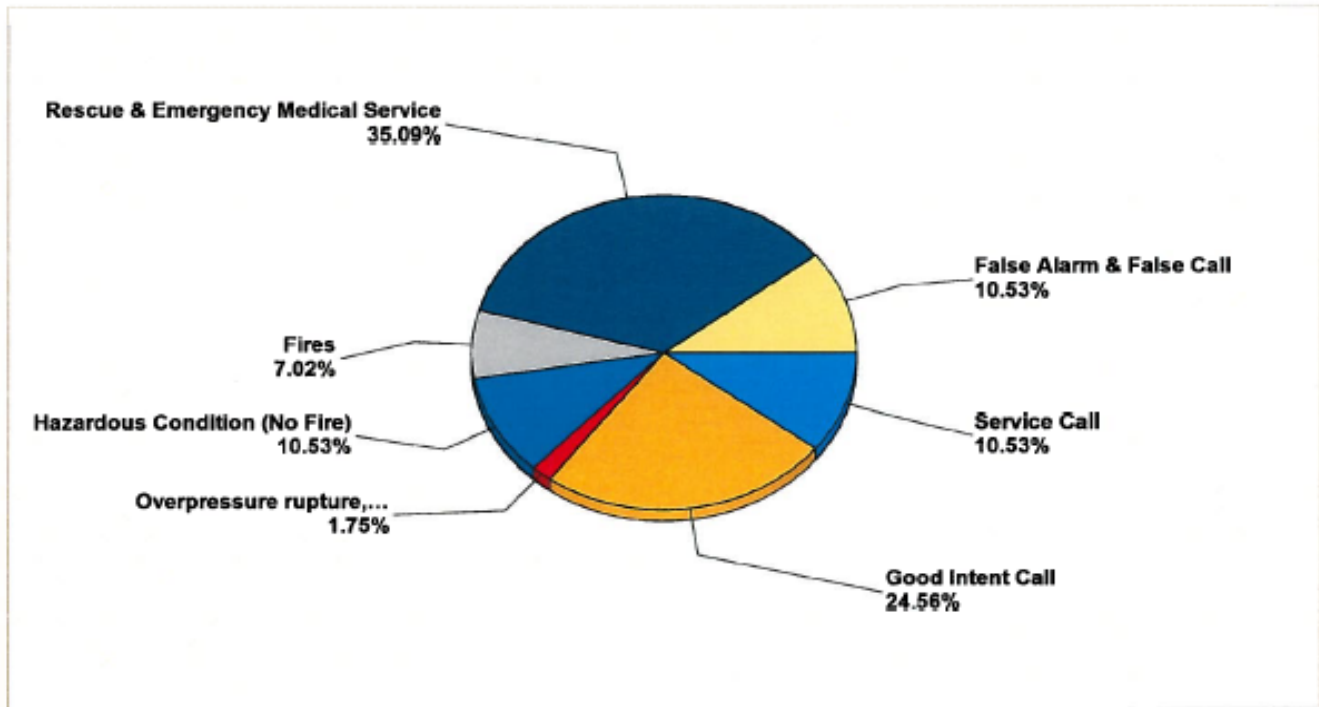
Palmer, AK

This report was generated on 7/5/2018 3:47:08 PM



**Breakdown by Major Incident Types for Date Range**

Zone(s): All Zones | Start Date: 06/01/2018 | End Date: 06/30/2018



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	7.02%
Overpressure rupture, explosion, or overheating - no fire	1	1.75%
Rescue & Emergency Medical Service	20	35.09%
Hazardous Condition (No Fire)	6	10.53%
Service Call	6	10.53%
Good Intent Call	14	24.56%
False Alarm & False Call	6	10.53%
<b>TOTAL</b>	<b>57</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.





**Report to Council**  
 City Manager Nathan Wallace  
 July 24, 2018

<b>Detailed Breakdown by Incident Type</b>		
<b>INCIDENT TYPE</b>	<b># INCIDENTS</b>	<b>% of TOTAL</b>
111 - Building fire	2	3.51%
131 - Passenger vehicle fire	1	1.75%
138 - Off-road vehicle or heavy equipment fire	1	1.75%
251 - Excessive heat, scorch burns with no ignition	1	1.75%
311 - Medical assist, assist EMS crew	2	3.51%
321 - EMS call, excluding vehicle accident with injury	7	12.28%
322 - Motor vehicle accident with injuries	4	7.02%
324 - Motor vehicle accident with no injuries.	3	5.26%
341 - Search for person on land	1	1.75%
350 - Extrication, rescue, other	2	3.51%
363 - Swift water rescue	1	1.75%
400 - Hazardous condition, other	1	1.75%
412 - Gas leak (natural gas or LPG)	3	5.26%
424 - Carbon monoxide incident	1	1.75%
441 - Heat from short circuit (wiring), defective/worn	1	1.75%
551 - Assist police or other governmental agency	1	1.75%
553 - Public service	2	3.51%
561 - Unauthorized burning	1	1.75%
571 - Cover assignment, standby, moveup	2	3.51%
611 - Dispatched & cancelled en route	8	14.04%
622 - No incident found on arrival at dispatch address	4	7.02%
631 - Authorized controlled burning	2	3.51%
744 - Detector activation, no fire - unintentional	1	1.75%
745 - Alarm system activation, no fire - unintentional	4	7.02%
746 - Carbon monoxide detector activation, no CO	1	1.75%
<b>TOTAL INCIDENTS:</b>	<b>57</b>	<b>100.00%</b>



**Community Development:**

**Library:**

<b>Patrons:</b>	<b>May</b>	<b>June</b>
<i>Total Registered Patrons</i>	<i>13,821</i>	<i>13,918</i>

Total Mat-Su Borough Resident Patrons	10,662	10,737
Total City of Palmer Resident Patrons	3,159	3,181
New Library Users	68	97

<b>Usage:</b>	<b>May</b>	<b>June</b>
Patron Visits/Count	9,974	11,998
Reference Questions	1,767	1,427
Library Computer Sessions	1,925	2,017
WIFI Sessions	1,453	1,418
Circulation (PPL items)	10,354	11,158
Magazine circulation	25	606
Take Home Paperbacks	180	143

**Programs:**

Children's Programs	7 Events	910 Participants	63 Events	2,947 Participants
Class Visits	7 Events	910 Participants	4 Events	62 Participants
Young Adult Programs	8 Events	108 Participants	72 Events	320 Participants
Adult Programs	18 Events	107 Participants	11 Events	82 Participants
<b>Total Library Programs</b>	<b>38 Events</b>	<b>2,035 Participants</b>	<b>150 Events</b>	<b>3,411 Participants</b>
Community Events	50 Events	180 Participants	14 Events	133 Participants
<b>Total Events</b>	<b>88 Events</b>	<b>287 Participants</b>	<b>164 Events</b>	<b>3,544 Participants</b>

**Building and Compliance:**



**Building Department Report**  
**JUNE 2018**

Permit Type	Count	Total Valuation	Permit Fees Collected	Plan Review Fees Collected
Building Permit	21	\$7,346,862.00	\$40,491.50	\$20,452.50
Sign Permit	6	\$82,759.00	\$3,741.00	
Fence Permit	3	\$10,600.00	\$78.00	
<b>Totals</b>	<b>30</b>	<b>\$7,440,221.00</b>	<b>\$44,310.50</b>	<b>\$20,452.50</b>

**TYPE OF PERMITS:**

Applicant	Valuation	Type of Work	Permit Fee	Plan Review Fee
Dunleavy for Governor	\$0.00	Temporary Sign	\$0.00	
Palmer Historical Society	\$4,000.00	Storage Shed	\$108.00	
Johnson, Jeff	\$25,000.00	COM Alteration	\$435.50	\$283.00
Mat-Su Regional Medical Ctr.	\$63,000.00	Sign	\$1,013.00	
Johnson, DeLena	\$0.00	Temporary Sign	\$0.00	
Alaska State Fair, Inc.	\$159,200.00	COM Alteration	\$1,481.00	\$962.50
Dinges, Sam & Emily	\$1,500.00	Storage Shed	\$60.00	
4 Square LLC	\$112,320.00	RES Single Family	\$1,187.75	
4 Square LLC	\$112,320.00	RES Single Family	\$1,187.75	
4 Square LLC	\$155,524.00	RES Single Family	\$1,456.00	
Nicholson, Wiebke	\$5,000.00	RES Alteration	\$123.75	
Nicholson, Wiebke	\$8,000.00	Fence	\$26.00	
Kollander, Austin	\$1,800.00	Storage Shed	\$70.00	
DeVries, Edna	\$0.00	Temporary Sign	\$0.00	
Wood River Park Inv. Group	\$6,000,000.00	RES Multi Family	\$26,542.75	\$17,252.75
Johnson, Sven	\$1,000.00	Storage Shed	\$0.00	
State of Alaska DOC	\$170,000.00	COM Alteration	\$1,543.50	\$1,003.25
U-Haul of Alaska	\$18,759.00	Sign	\$2,582.00	
Berberich, Anthony	\$25,000.00	COM Alteration	\$435.50	\$283.00
Wallace, Nathan	\$2,100.00	Fence	\$26.00	
WM Construction LLC	\$274,660.00	RES Single Family	\$2,196.50	
Church on The Rock	\$1,000.00	Sign	\$146.00	
Lipe, Britt	\$2,000.00	RES Alteration	\$77.00	
Denali Foods, Inc.	\$3,230.00	COM Fence	\$108.00	
Johnson, Jeff & Thorn, Craig	\$27,500.00	COM Alteration	\$469.25	\$305.00
CM Mechanical, Inc.	\$15,000.00	COM Alteration	\$279.50	\$181.50
Stahle, Wade	\$109,512.00	RES Single Family	\$1,169.00	
Stahle, Wade	\$127,296.00	RES Single Family	\$1,281.25	
Miller, Richard	\$15,000.00	COM Alteration	\$279.50	\$181.50



**Building Department Report**  
**JUNE 2018**

Applicant	Valuation	Type of Work	Permit Fee	Plan Review Fee
Gretzinger, Vic	\$500.00	Fence	\$26.00	

**YEAR TO DATE COMPARISON:**

Year	Building Permits	Sign Permits	Fence Permits	Year to Date Valuation	Year to Date Permit Fees	Year to Date Plan Review Fees
2009	37	6	20	\$1,676,516.00	\$16,423.00	
2010	48	14	9	\$12,456,210.00	\$64,666.25	
2011	58	14	12	\$3,595,886.00	\$34,170.25	
2012	56	16	4	\$15,713,232.00	\$92,678.50	
2013	34	7	11	\$7,495,176.00	\$52,703.75	
2014	55	18	5	\$12,174,315.00	\$79,968.25	
2015	61	12	9	\$7,904,367.00	\$64,947.25	
2016	46	19	12	\$30,087,035.00	\$149,242.25	\$12,603.00
2017	39	5	12	\$3,256,016.00	\$29,504.35	\$11,226.00
2018	50	13	7	\$11,425,432.00	\$76,484.75	\$32,091.25

**Golf Course:**

	<b>May</b>	<b>June</b>	<b>June 2017</b>
Operational Days:	31	30	30
Number of Rounds:	2,271	2,780	2,428
Green Fees:	74,259.50	63,875.00	56,377.00
Cart Rental:	15,554.00	22,909.00	19,519.00
Club Rental:	530.00	1,515.90	1,733.00
Driving Range:	5,275.00	5,747.50	5,473.00
Merchandise Sales:	30,717.18	40,412.40	31,423.13
Snack Bar:	7,285.53	13,331.90	11,255.44
Beer & Wine:	6,365.50	11,236.75	8,456.00



# **Mayor's Memo**

**Council Meeting report – July 24, 2018**

## **UP COMING EVENTS**

**Mayor/Manager meeting – July 19 in Palmer with DOT representative**

**Agenda Setting Meeting – July 26**

**Friendship Park – Helen Drive – July 22 – Noon to 4 pm**

**July 31 – Best in the Valley – Depot**

**PALMER COMMUNITY PRIDE – July 27 – Free Hot Dogs, Alaska Grown Vegetables, City Awards - Depot 4 to 6**

**City's Night at the Mat Su Miners – get tickets at City Hall or at the Palmer Pride at depot – see above**

## **PENDING ITEMS**

- **Flag Pole by Library,**
- **Electric stands on South Alaska,**
- **tennis courts request,**
- **Rotary Daron Park,**
- **4 Way Stop Inner and Outer Springer,**

*Edna DeVries Mayor*



**City of Palmer  
Resolution No. 18-001-A**

**Subject:** Amending the 2018 City of Palmer Budget for the Fiscal Year Ending December 31, 2018


**Agenda of:** July 24, 2018

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



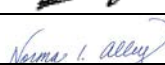
**Originator Information:**

**Originator:**    City Manager

**Department Review:**

<b>Route to:</b>	<b>Department Director:</b>	<b>Signature:</b>	<b>Date:</b>
_____	Community Development	_____	_____
<u>X</u>	Finance	<u></u>	<u>7/2/18</u>
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

**Approved for Presentation By:**

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

**Certification of Funds:**


Total amount of funds listed in this legislation:	\$ <b>(18,706.00) All Funds</b>
	\$ (19,521.00) General Fund
	\$ \$815.00 Airport Fund

This legislation (√):

<input checked="" type="checkbox"/>	Creates revenue in the amount of:	\$ <u>259,791</u>
<input checked="" type="checkbox"/>	Creates expenditure in the amount of:	\$ <u>278,498</u>
<input type="checkbox"/>	Creates a saving in the amount of:	\$ _____
<input type="checkbox"/>	Has no fiscal impact	

Funds are (√):

<input type="checkbox"/>	Budgeted	Line item(s): _____
<input checked="" type="checkbox"/>	Not budgeted	<u>Various Line Items; Refer to Resolution</u>

Director of Finance Signature: 

**Attachment(s):**

- Resolution No. 18-001-A

**Summary Statement/Background:**

The mid-year budget amendment adjusts revenues and expenditures/expenses for items.

There is an overall increase in revenue of \$259,791 and expenditures of \$278,498, which is a difference of \$18,707. This is primarily due to the increase in the cost of the final Randy Thom Flight Service Center upgrades.

The General Fund (01) revenues for adjustment include the following:

- Increase to Library Grants for the Mat-Su Health Foundation Board Discretionary Grant
- Increase to Misc Income Community Services for reimbursement for the depot doors that were damaged
- Increase to Misc Income Public Safety for Fire training certification class the City hosted in January 2018
- Increase to Misc Income for MTA capital credits.
- Increase to Insurance Reimbursements for police vehicles and legal fees.

Amendments to the General Fund (01) expenditures include the following:

- Increase to Depot Repairs & Maintenance for the Depot door repairs.
- Increase to Transfers Out to the Airport Capital Projects fund for the Randy Thom Flight Center repairs
- Increase to Police legal fees
- Increase to Police services for damaged police vehicle
- Increase to Fire training for certification class
- Increase to Public Works for vehicle repairs
- Increase to Library Grant expenditures for books

Amendment to the Airport Fund (03) revenue is the increase to Misc Income for Enstar deposit refund.

Amendment to CIP Equipment Fund (09) revenue and expenditure is the E911 Revenues for Equipment received from the Mat-Su Borough.

Amendments to Airport Capital Projects Fund (30) revenues include the following:

- Increase to Transfer from Other Funds for the Randy Thom Flight Center repairs
- Increase to Misc Income for reimbursement from the FAA for delays in the Randy Thom Flight Center repairs

Amendment to Airport Capital Projects Fund (30) expense is the increase to Randy Thom Flight Center repairs for the completion of that project.

Amendment to Police Grants Fund (52) revenue and expenditures is the increase to revenue and expenditures for Mat-Su Borough School District SRO program.

**General Fund Unassigned Fund Balance:**

The General Fund unassigned fund balance after Resolution 18-001-A, will be \$3,964,667.00. This brings the unassigned fund balance to 35.13% of total budgeted general fund expenditures. This is above the 16.67% best practices recommendation by the Government Finance Officers Association for the unassigned fund balance.

**Administration's Recommendation:**

Approve Resolution No. 18-001-A amending the City of Palmer Budget for the Fiscal Year Ending December 31, 2018.

**LEGISLATIVE HISTORY**

Introduced by: City Manager

Public Hearing: July 24, 2018

Action:

Vote:

Yes:

No:

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CITY OF PALMER, ALASKA

**Resolution No. 18-001-A**

**A Resolution of the Palmer City Council Amending the Budget for the City of Palmer, Alaska for the Fiscal Year Ending December 31, 2018**

WHEREAS, at the July 24, 2018, council meeting the manager presented budget amendments and the City Council approved increasing General Fund (01) revenues \$43,364 and increasing General Fund (01) expenditures by \$62,885 for a net decrease of \$19,521; and

WHEREAS, at the July 24, 2018, council meeting the manager presented budget amendments and the City Council approved increasing Airport Fund (03) revenues \$815 for a net increase of \$815; and

WHEREAS, at the July 24, 2018, council meeting the manager presented budget amendments and the City Council approved increasing General CIP Equipment Fund (09) revenues \$53,276 and increasing General CIP Equipment Fund (09) expenditures \$53,276; and

WHEREAS, at the July 24, 2018, council meeting the manager presented budget amendments and the City Council approved increasing the Airport Capital Projects Fund (30) revenues \$37,337 and increasing Airport Capital Projects Fund (30) expenses \$37,337; and

WHEREAS, at the July 24, 2018, council meeting the manager presented budget amendments and the City Council approved increasing the Police Grants Fund (52) revenues \$125,000 and increasing Police Grants Fund (52) expenditures \$125,000.

NOW, THEREFORE, BE IT RESOLVED the Palmer City Council hereby amends the 2018 budget as follow:

Line item description	Current 2018 Budget	Proposed Amendment	Amended 2018 Budget
<b>GENERAL FUND (01)</b>			
<b>General Fund (01) Revenues:</b>			
01-00-00-3343 Library Grants	\$ 6,900	\$ 1,000	\$ 7,900
01-00-00-3688 Misc Income Community Services	\$ 0	\$ 3,537	\$ 3,537
01-00-00-3689 Misc Income-Public Safety	\$ 0	\$ 5,187	\$ 5,187
01-00-00-3690 Misc Income	\$ 0	\$ 3,451	\$ 3,451
01-00-00-3693 Insurance Reimbursement	\$ 0	\$ 30,189	\$ 30,189
<b>TOTAL GENERAL FUND REVENUE AMENDMENTS</b>		<b>\$ 43,364</b>	

Line item description	Current 2018 Budget	Proposed Amendment	Amended 2018 Budget
<b>General Fund (01) Expenditures:</b>			
<b>Depot:</b>			
01-01-30-6045 Repairs & Maintenance	\$ 5,000	\$ 3,537	\$ 8,537
<b>Total Depot Amendments</b>		<b>\$ 3,537</b>	
<b>Non-Departmental</b>			
01-01-70-6078 Transfers Out	\$ 1,127,111	\$ 22,972	\$ 1,150,083
<b>Total Non-Departmental Amendments</b>		<b>\$ 22,972</b>	
<b>Police Department:</b>			
01-12-10-6027 Legal Fees	\$ 5,000	\$ 27,260	\$ 32,260
01-12-10-6029 Services	\$ 36,000	\$ 2,269	\$ 38,269
<b>Total Police Department Amendments</b>		<b>\$ 29,529</b>	
<b>Fire Department:</b>			
01-13-10-6026 Training	\$ 12,525	\$ 5,187	\$ 17,712
<b>Total Non-Departmental Amendments</b>		<b>\$ 5,187</b>	
<b>Public Works Department:</b>			
01-17-80-6083 Vehicle Supplies Police	\$ 7,500	\$ 660	\$ 8,160
<b>Total Public Works Amendments</b>		<b>\$ 660</b>	
<b>Library Grants:</b>			
01-19-23-6040 Supplies/Books/Subscriptions	\$ 0	\$ 1,000	\$ 1,000
<b>Total Library Grants Amendments</b>		<b>\$ 1,000</b>	
<b>TOTAL GENERAL FUND EXPENDITURES AMENDMENTS</b>		<b>\$ 62,885</b>	
<b>AIRPORT FUND (03)</b>			
<b>Revenues:</b>			
03-00-00-3690	\$ 0	\$ 815	\$ 815
<b>TOTAL AIRPORT REVENUE AMENDMENTS</b>		<b>\$ 815</b>	
<b>GENERAL CIP EQUIPMENT FUND (09)</b>			
<b>Revenues:</b>			
09-00-00-3422 E911 Revenues for Equipment	\$ 0	\$ 53,276	\$ 53,276
<b>TOTAL GENERAL CIP EQUIPMENT REVENUE AMENDMENTS</b>		<b>\$ 53,276</b>	
<b>Expenditures:</b>			
09-01-10-6050 Dispatch Equipment	\$ 99,271	\$ 53,276	\$ 99,721
<b>TOTAL GENERAL CIP EQUIPMENT EXPENDITURES AMENDMENTS</b>		<b>\$ 53,276</b>	
<b>AIRPORT CAPITAL PROJECTS FUND (30)</b>			
<b>Revenues:</b>			
30-00-00-3673 Transfers from Other Funds	\$ 10,750	\$ 22,972	\$ 33,722
30-00-00-3690 Misc Income	\$ 0	\$ 14,365	\$ 14,365

Line item description	Current 2018 Budget	Proposed Amendment	Amended 2018 Budget
<b>TOTAL AIRPORT CAPTIAL PROJECTS REVENUE AMENDMENTS</b>		\$ 37,337	
<b>Expenses:</b>			
30-30-10-6045 Randy Thom Flight Center Repairs	\$ 77,624	\$ 37,337	\$ 114,961
<b>TOTAL AIRPORT CAPITAL PROJECTS EXPENSE AMENDMENTS</b>		\$ 37,337	
<b>POLICE GRANTS FUND (52)</b>			
<b>Revenues:</b>			
52-00-00-3425 MSBSD-SRO	\$ 0	\$ 125,000	\$ 125,000
<b>TOTAL POLICE GRANTS REVENUE AMENDMENTS</b>		\$ 125,000	
<b>Expenditures:</b>			
52-01-80-6011 Regular Wages	\$ 0	\$ 55,000	\$ 55,000
52-01-80-6012 Regular Benefits	\$ 0	\$ 40,000	\$ 40,000
52-01-80-6015 Regular Overtime	\$ 0	\$ 10,000	\$ 10,000
52-01-80-6024 Travel	\$ 0	\$ 5,000	\$ 5,000
52-01-80-6026 Training	\$ 0	\$ 5,000	\$ 5,000
52-01-80-6035 Fuel	\$ 0	\$ 5,000	\$ 5,000
52-01-80-6044 Supplies	\$ 0	\$ 5,000	\$ 5,000
<b>TOTAL POLICE GRANT EXPENDITURES AMENDMENTS</b>		\$ 125,000	

**Approved** by the Palmer City Council this \_\_\_\_ day of \_\_\_\_\_, 2018.

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

\_\_\_\_\_  
Norma I. Alley, MMC, City Clerk





# Mid Year Budget Review and 2019 Planning Priorities

July 24, 2018



# Summary

- Mid Year Budget amendment primarily to account for revenue streams
- Sales Tax meeting projections-overall revenue under projections (.53%)
- Expenditures on track/slightly under (2%)



# Revenue

Annual Revenue target: \$11,614,889

Annual Sales Tax target: \$7,200,000

	January	February	March	April	May	June
<b>Revenue</b>						
Target Revenue	\$ 1,161,488.90	\$ 729,654.75	\$ 1,038,562.64	\$ 676,797.02	\$ 641,776.54	\$ 861,083.68
Aggregate	\$ 1,161,488.90	\$ 1,891,143.65	\$ 2,929,706.29	\$ 3,606,503.31	\$ 4,248,279.85	\$ 5,109,363.53
Target	10%	16%	25%	31%	37%	44%
Actual Monthly Total	\$ 898,917.00	\$ 714,706.00	\$ 1,106,315.00	\$ 598,729.00	\$ 622,503.00	\$ 898,391.66
Actual Aggregate	\$ 898,917.00	\$ 1,613,623.00	\$ 2,719,938.00	\$ 3,318,667.00	\$ 3,941,170.00	\$ 4,839,561.66
Difference	\$ (262,571.90)	\$ (277,520.65)	\$ (209,768.29)	\$ (287,836.31)	\$ (307,109.85)	\$ (269,801.87)
<b>2018 Actual</b>	699,081.00	503,904.00	469,286.00	536,404.00	522,226.00	575,206.44
Target	9%	6%	7%	8%	7%	8%
Target amount	\$ 664,654.90	\$ 459,505.48	\$ 502,199.54	\$ 544,809.44	\$ 527,354.18	\$ 586,495.00
Difference-Monthly	\$ 34,426.10	\$ 44,398.52	\$ (32,913.54)	\$ (8,405.44)	\$ (5,128.18)	\$ (11,288.56)
Aggregate Actual	699,081.00	1,202,985.00	1,672,271.00	2,208,675.00	2,730,901.00	3,306,107.44
Aggregate Forecast	\$ 664,654.90	\$ 1,124,160.37	\$ 1,626,359.91	\$ 2,171,169.35	\$ 2,698,523.53	\$ 3,285,018.53
Difference	\$ 34,426.10	\$ 78,824.63	\$ 45,911.09	\$ 37,505.65	\$ 32,377.47	\$ 21,088.91



# Revenue

## Areas to watch

- Sales Tax 2 up/4 down for monthly target
- Agency payments timely (State/MSB)



# Expenditures

## General Fund

Administration	Target	Actual	Percentage	Comments
City Manager	\$ 340,387.50	\$ 284,960.71	41.86%	
Finance	\$ 423,121.50	\$ 403,414.83	47.67%	
Com Dev	\$ 310,408.00	\$ 244,995.46	36.24%	
City Hall	\$ 37,989.50	\$ 37,646.18	49.55%	
Tourist Center	\$ 91,428.50	\$ 135,156.64	73.91%	Contracts paid upfront
Depot	\$ 15,330.00	\$ 14,612.48	47.66%	
Non Departmental	\$ 565,055.50	\$ 991,413.42	87.73%	Transfers made upfront
City Council/Clerk	\$ 221,581.00	\$ 209,829.52	47.35%	
Police	\$ 1,724,509.50	\$ 1,669,730.42	47.72%	
Fire	\$ 427,479.50	\$ 361,330.96	43.66%	
Public Works	\$ 981,562.50	\$ 825,448.88	42.05%	
MTA Event Center/Library	\$ 647,341.00	\$ 487,013.95	37.62%	



# Enterprise Funds

Water/Serwer	Target	Actual	Percentage	
Revenue	\$ 1,423,000.00	\$ 1,264,428.73	44.63%	
Expenditure	\$ 1,146,837.00	\$ 964,519.14	42.05%	
<b>Solid Waste</b>				
Revenue	\$ 355,500.00	\$ 302,121.19	42.49%	
Expenditure	\$ 344,026.50	\$ 255,436.16	37.12%	
<b>Airport</b>				
Revenue	\$ 185,442.50	\$ 102,154.72	27.54%	Transfer in not made yet
Expenditure	\$ 184,254.00	\$ 155,997.69	41.70%	
<b>Golf Course</b>				
Revenue	\$ 417,769.00	\$ 392,882.76	47.02%	
Expenditure	\$ 415,481.50	\$ 462,310.32	55.64%	Contract payments upfront



# Expenditures

## Areas to watch

- Vehicle/Fleet Maintenance
- Roads/Drainage
- Old Steel Water lines
- City Manager “good ideas”



# Review of 2018

- Sales Tax meeting projections overall
- Expenditures on track or below projections
- City remains in good shape financially





# Planning for 2019

Operationally:

- Maintain current service levels
- Become more “e-friendly” with business services
- Explore means to provide higher service levels without increasing overall costs
- Increase admin fees to meet actual costs of service



# Planning for 2019

## Capital:

- Continue to update current fleet
- Increase pace of infrastructure updates (roads/buildings)
- Explore means to provide additional service levels through new or modern equipment



# Planning for 2019

Potential areas of investment:

- Pavement repair equipment
- Recycling/Landfill Diversion (glass/yard waste)
- Winter sidewalk maintenance
- Economic Growth (Annexation exploration of buildable land/Professional Marketing)