

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

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

City of Palmer, Alaska
Regular City Council Meeting
April 25, 2017, at 7 PM
City Council Chambers
231 W. Evergreen Avenue, Palmer
www.cityofpalmer.org

Agenda

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Approval of Agenda
 - 1. Approval of Consent Agenda
 - a. Introduction of **Ordinance No. 17-008**: Adopting a City of Palmer Parks, Recreation and Outdoor Facilities Memorial and Donation Policy Page 3
 - b. **Resolution No. 17-016**: Designating Authorized Signature for Check Signing Affecting Any and All Disbursements of City Monies for the General Checking Account, the Palmer Construction Account and Designating City Representative Who Are Authorized and Empowered to Execute and Deliver All Documentation and Instructions on City Investment Accounts..... Page 15
 - 2. Approval of Minutes of Previous Meetings
 - a. March 28, 2017, Regular Meeting Page 19
- E. Communication and Appearance Requests
 - 1. Presentation of a Proclamation Declaring the Week of May 21-27, as Public Works Week Page 25
 - 2. Presentation of a Proclamation Declaring May as Bike Month Page 27
 - 3. Presentation of a Proclamation to Delaina Rachelle Pugh Page 29
 - 4. Presentation of a Proclamation Recognizing Greg Dellinger's Retirement .. Page 31
 - 5. Presentation of a Proclamation Recognizing Esther Greene's Retirement ... Page 33
- F. Reports
 - 1. City Manager's Report..... Page 35
 - 2. City Clerk's Report
 - 3. Mayor's Report..... Page 47
 - 4. City Attorney's Report
- G. Audience Participation
- H. Public Hearing
 - 1. **Ordinance No. 17-007**: Repealing Chapter 17.84 of the Palmer Municipal Code in its Entirety and Adopting a New Chapter 17.84 Planned Unit Development ... Page 49

- I. Action Memoranda
 - 1. **Action Memorandum No. 17-030:** Authorize the City Manager to Execute a Contract with Pinnacle Mechanical Inc., for Procurement and Installation of a New Boiler System at the City of Palmer Library, in an Amount Not to Exceed \$43,898.00.....Page 65
 - 2. **Action Memorandum No. 17-031:** Authorize the City Manager to Execute a Contract with Dirtworks Inc., for Installation of ADA Compliant Sidewalks and a Driveway in Accordance with City of Palmer Resolution No. 17-006 and the City of Palmer 2006 Comprehensive Plan, in an Amount Not to Exceed \$79,310.00Page 69
 - 3. **Action Memorandum No. 17-032:** Approve a Council Community Grant in the Amount of \$2000.00 to Downtown Merchants Association to Support the April 28-29, 2017, Community Event "Who Let the Girls Out"Page 81

- J. New Business
 - 1. **Resolution No. 17-017:** Supporting the Engine 557 Restoration Company Preservation and Restoration of Engine 557 and Rail Infrastructure in PalmerPage 91
 - 2. **Resolution No. 17-018:** Encouraging Congress to Create a Reliable, Predictable Stream of Resources to Address Deferred Maintenance Needs In America's National Park SystemPage 95

- K. Record of Items Placed on the Table

- L. Audience Participation

- M. Council Member Comments

- N. Adjournment

Tentative 2017 Palmer City Council Meetings

Meeting Date	Meeting Type	Time	Notes
May 9	Regular	7 pm	
May 23	Regular	7 pm	
June 13	Special	6 pm	Audit
June 13	Regular	7 pm	
June 27	Special	6 pm	Mid-Year Budget
June 27	Regular	7 pm	
July 11	Regular	7 pm	
July 25	Regular	7 pm	

**City of Palmer
Ordinance No. 17-008**

Subject: Adopting a City of Palmer Parks, Recreation and Outdoor Facilities Memorial and Donation Policy


Agenda of: April 25, 2017

Council Action: **Approved** **Amended:** _____
 Denied



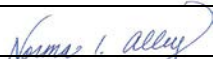
Originator Information:

Originator: Community Development Director Sandra Garley

Department Review:

Route to:	Department Director:	Signature:	Date:
<u>X</u>	Community Development		<u>4/3/17</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: \$ _____

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. 17-008 adopting a City of Palmer Parks, Recreation and Outdoor Facilities Memorial and Donation Policy
- Parks, Recreation & Cultural Resources Advisory Board Resolution No. 16-002

Summary Statement:

The purpose of this policy is to establish guidelines, standards and procedures for the acceptance, installation, and care of donated park improvements, either as a result of a cash or physical property donation. When the City is approached by families or other community members who wish to donate items for installation in a public space, the City staff should have a specific set of guidelines to use in processing the requested donation or memorial.

The Parks, Recreation and Cultural Resources Advisory Board has developed criteria that will ensure that there is a uniform standard for items being placed on City property. Having a set of guidelines will also assist a family or organization that wants to make a donation in making a decision on what to donate.

Palmer Municipal Code (PMC) 12.24.040 authorizes the manager to promulgate regulations for "maintenance or other reasons."

Palmer Municipal Code 2.07.030 requires Ordinances of less than general and permanent nature, and not intended to become a part of the code, shall conform to the requirements of PMC 2.07.010.

Administration's Recommendation:

Adopt Ordinance No. 17-008 adopting a City of Palmer Parks, Recreation and Outdoor Facilities Memorial and Donation Policy.

Introduced by: City Manager Wallace
Date: April 25, 2017
Public Hearing:
Action:
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

Ordinance No. 17-008

An Ordinance of the Palmer City Council Adopting a City of Palmer Parks, Recreation and Outdoor Facilities Memorial and Donation Policy

WHEREAS, the city has public land that citizens enjoy throughout the year; and

WHEREAS, many citizens and visitors desire to assist and enhance these public lands through donation and memorialization items; and

WHEREAS, the Parks, Recreation and Cultural Resources Advisory Board developed and recommends a standard operating procedure for accepting and maintaining donations for public use at recreational and outdoor facilities.

THE CITY OF PALMER, ALASKA, ORDAINS:

Section 1. Classification. This is a non-code ordinance which adopts regulations for the Parks, Recreation and Outdoor Facilities Memorial and Donation Policy.

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. The City of Palmer Parks, Recreation and Outdoor Facilities Memorial and Donation Policy is hereby adopted as follows:

1. PURPOSE

The purpose of this policy is to establish guidelines, standards and procedures for the acceptance, installation and care of donated park improvements, either as a result of a cash or physical property donation. These donations may include, but are not limited to, park benches, picnic tables, bicycle racks, trees, monuments, banners, interpretive signs, public art, and other types of park and trails accessories. This policy does not apply to buildings or land. The City desires to encourage donations while at the same time manage aesthetic impacts and mitigate on-going maintenance cost.

Donations will be incorporated into upcoming or ongoing park improvement projects. The development of public facilities is expected to be the result of careful planning and quality

construction. In addition, public facilities are expected to be maintained to a standard acceptable to the community.

Guidelines established by this policy will apply to all donations made after the effective date of this policy. This policy is also designed to provide guidelines for individuals or groups should they desire to decorate, landscape or adorn a donation, such as a tree, bench, or picnic table on city owned or city maintained property.

Standards established by this policy will apply to purchased equipment, installation techniques, donation plaques, decoration and long term care of all donations made after the adoption of this policy. Materials and design of such donations shall be reviewed by the Palmer Parks, Recreation and Cultural Resources Advisory Board (the Board). The Board shall forward their recommendation as to the acceptance of the proposed donation to City Council for final action.

2. STANDARDS FOR DONATIONS

- A. Acquisition or Purchase:** The City and the community have an interest in ensuring that park and trail elements purchased and installed be of high quality related to style, appearance, durability and ease of maintenance. The Board will be responsible for review and approval of material and design of all park elements.
- B. Appearance and Aesthetics:** The City and the community have an interest in ensuring the best appearance and aesthetic quality of their public facilities. Park elements and/or their associated donation acknowledgments should reflect the character of the park or facility. Prior to installation, the Board must determine that all park elements will be installed in such a manner that will not substantially change the character of a facility or its intended use.
- C. Cost:** The City has an interest in ensuring that the donor covers the full-cost of the purchase, installation, and maintenance for the expected life cycle of donated park elements. A separate fee schedule is maintained in which the City will detail costs for donations, installation, and maintenance. The City also has an interest in ensuring that ongoing maintenance costs do not negatively impact the resources available for maintenance of other City park facilities. Consequently, the City will assess, at the time of purchase, a charge sufficient to cover anticipated ongoing maintenance of donated park elements during their expected life expectancy.
- D. Maintenance:** Donated park elements and/or their associated donation plaques, become City property. Accordingly, the city has the duty to maintain the donation only for the expected life cycle of the donation. (See Section 11 for more information on life cycle.) If current information is on file, the donor will be informed and given the opportunity to take further action at the expiration of the original life cycle.
- E. Repair:** The community has an interest in ensuring that all park elements remain in good repair. In addition, the public has an interest in ensuring that the short and long-term repair costs are reasonable. Repair parts and materials must be readily available. Donated park elements must be of high quality to ensure a long life, be resistant to the elements, wear and tear, and to acts of vandalism.

3. PROCEDURE FOR MAKING A DONATION

The City's Community Development office will manage all donations located on City park property, with the assistance of the Parks Maintenance Crew.

- A. Application:** The donor must contact the Community Development office to determine whether a donation may be accepted based upon criteria contained in this policy. If a donation can be accepted, the donor will complete an application form. Applications are available through the mail or in person at the Community Development office.

4. CRITERIA FOR ACCEPTANCE

- A. Park Plan:** To accept donation of a park element for a specific park facility, a park plan must exist showing the available locations for park elements. If no plan exists then a donation may be made to another facility. If a plan exists, but does not identify a particular park element proposed for donation, the City may accept the donation under certain conditions. Under this circumstance, the donation must 1) meet a true need of the facility, 2) not interfere with the intended current or future use or function of the facility and 3) not require the relocation of other equipment or infrastructure to accommodate the donation. In the opinion of the City, a facility may be determined to be fully developed and the opportunity for donations would not be available.

- B. Donation Plaques:** Donation plaques, as approved by the Board, are to be directly affixed to the donation and/or, are to be made of bronze and purchased through the City. Donation plaques will be a maximum 5" x 7" or 2" x 18" inches in size (depending on the donated item), utilize either "Palatino" or "Cheltenham Light" lettering and numbers, have a leatherette or travertine background texture, be of dark brown oxide stain and be manufactured by a City approved vendor to ensure highest quality, life and durability. In cases where bronze plaques are not feasible, the Board may approve alternative types. The Board must approve all text and graphics for donation plaques.

In park bench applications, the donation plaque will be affixed to the front of the seat back of the bench. In picnic table applications, the donation a plaque will be affixed to the table top. In tree installation applications, the donation plaque will be installed on a post or on a stone next to the base of the tree.

- C. Notification:** It shall be the responsibility of the donor to provide the Community Development office with a current address for purposes of notification regarding their donation. For the purposes of notification, the City will send a certified letter to the donor, notifying the donor of changes related to the status of their donation (i.e. a need to remove, relocate, or comply with conditions set forth in this policy).

5. PARK BENCHES, PICNIC TABLES, & BICYCLE RACKS

Park benches, picnic tables, bicycle racks, and playground components may be placed in locations approved by the Board in accordance with an available site plan approved by City Council. Items donated must be of a product approved by the Board, and these items become City property at time of purchase.

A. Bicycle Specifications:

1. Bicycle Rack Dimensions -

Height:	36" max. – 30" min.
Materials:	Stainless steel or galvanized round or square pipe [2-3/8 in OD, 0.154-inch wall, Schedule 40 steel pipe] [1-5/8 inch OD, 0.140 wall Schedule 40 steel pipe]
Safety:	<ol style="list-style-type: none"> 1. Comply with ADA Standards – no overhangs or protrusions that could be difficult for visually impaired in the walkway or that may cause tripping hazard; 2. Minimum 10" gap at the bottom of the rack to allow space for pedal; 3. Space gaps on the rack shall be larger than 9" and smaller than 3.5"
Locking:	<ol style="list-style-type: none"> 1. Must provide minimum of two-point connection between the bicycle frame and the rack; 2. Locking points must be a minimum of 1 inch and a maximum of 4 inches

2. Required Bicycle Rack Clearances on Sidewalks -

Description	Minimum Clearance (feet)	Object
Bicycle Rack Clearances from other Sidewalk Objects	0	In-ground utility pull box – allow enough room to remove cover
	2	Tree or tree well; newspaper rack; trash can; curb cut/driveway
	6	Bicycle rack (along curb)
	3	Bicycle rack (parallel to other rack)
	5	Fire hydrant; stand pipe (near entrances)
	10	Building entrance
	5	Street light pole; Traffic sign pole
Bicycle Rack Clearances from Parking Spaces	2	Sign pole (mid-block)
	2	Parallel car parking
	5	Perpendicular car parking

3. Sidewalk Width Requirements for Bicycle Parking -

Description	Minimum Clearance (feet)	Location
Curbside bicycle rack	9	Between curb face and building or café seating (leaving 6' walkway)
Building side bicycle rack	1	Between bicycle rack and building

B. Bench Specifications:

Bench Type	Framing	Seating
Contour wooden park bench with back (6-ft.)	Heavy duty 2-3/8" O. D. pipe fame	Planks (2" x 4") with 8 slats of untreated wood, or pressure-treated planking options
Wooden park bench without back (6-ft.)	Heavy duty 2-3/8" O. D. pipe welded framework and brace 1-5/16" O. D. pipe	Wood planks (2" x 4"); finished seat dimensions 15" wide by 18" high

C. Picnic Table Specifications:

Table	Framing
Rectangular expanded metal table with backless bench (6-ft. or 8-ft.)	2-3/8" O.D. steel tubing frame to create a sturdy base

D. Options:

The Board may recommend alternative sizes and types of park bench or picnic table based on the location proposed and the City's needs to the City Council.

6. TREES

Landscaping and plant selection for park facilities is critical due to the wind conditions, soils, and winter weather in Palmer. Accordingly, location, size and specie of tree or trees proposed for donation shall be limited to those reviewed and recommended by the Board. The Board shall forward their recommendation as to the acceptance of the proposed tree(s) to City Council for final action.

Trees will only be accepted for areas with suitable soils for the species and areas that have access to public water supply in place.

A. Minimum tree size:

Coniferous trees shall have a minimum height of six feet (6'); and
Deciduous trees shall have a minimum caliper (diameter or thickness) of two inches (2").

B. Prohibited Plant Species

- | | |
|------------------------------|----------------------|
| <i>Acer platanoides</i> | Norway Maple |
| <i>Aegopodium podagraria</i> | Bishop's Weed |
| <i>Berberis sp.</i> | Barberry |
| <i>Caragana arborescens</i> | Siberian Pea Shrub |
| <i>Eleagnus sp</i> | Russian Olive |
| <i>Euonymus alatus</i> | Burning Bush |
| <i>Fallopia japonica</i> | Japanese Knotweed |
| <i>Ligistrum sp</i> | Privet |
| <i>Lonicera japonica</i> | Japanese Honeysuckle |
| <i>Polygonum sp</i> | Knotweed |

<i>Populus alba</i>	White Poplar
<i>Prunus padus</i>	European Bird Cherry
<i>Rosa multiflora</i>	Multiflora Rose
<i>Sorbaria sorbifolia</i>	False Spirea
<i>Sorbus aucuparia</i>	European Mountain Ash
<i>Viburnum opulus</i>	European Cranberry Bush

7. MONUMENTS

Upright monuments or monuments resembling those typically found in cemeteries may not be installed at any City park facility. Exceptions to this policy are monuments installed by the City commemorating the history and/or dedication of a park facility.

8. INTERPRETIVE & OTHER DONATED PARK SIGNS

Interpretive and other donated park signs as recommended by the Board. The Board shall forward their recommendation as to the acceptance of the proposed sign to City Council for final action. Signs shall be consistent with any adopted City way finding standards may be installed at sites that are appropriate for describing the history, geology, environment, and flora and fauna of a particular area. Interpretive signs shall be of a size that is in keeping with the character of the site. Interpretive signs shall be of a design that meets requirements for access to the disabled. Interpretive signs shall be designed in such a manner that is consistent with other interpretive signs on the site. Interpretive signs shall be constructed of materials that are of high quality, vandal resistant, and able to withstand harsh environmental conditions.

9. PUBLIC ART

Donated public art is subject to full review by the Board. The Board shall forward their recommendation as to the acceptance of the proposed art to City Council for final action.

10. OTHER DONATIONS

There may be donations possible, other than those expressly listed or contained within this policy. The Board may, at their discretion, review any donation proposal and forward a recommendation. The City may accept those donations subject to approval by the City Council.

11. CONDITIONS

A. Installation: Installation of donated park elements will be scheduled at a time and date as determined by Parks Maintenance Crew so as not to unnecessarily interfere with routine park maintenance activities.

Placement of the memorial or equipment may not pose a safety risk to users of the public space or impede mowing, drainage or public access.

B. Removal and/or Relocation: This section applies to both existing and new donations. The City reserves the right to remove and/or relocate donated park elements and their associated donation acknowledgments/memorial plaques, when they interfere with site safety, maintenance or construction activities. In accordance with previously stated procedures in this policy, the City will send a registered letter to each identifiable donor notifying the donor of any action related to the disposition of the donation. In certain situations, such as safety or emergency situations, the notification may be made after the action taken. In the event a donation must be permanently removed; the City will seek

an alternative location consistent with this policy. If no such location can be found, the information contained on the memorial may be, at the donor's request, located on a memorial plaque set aside for this purpose at a designated location.

12. MAINTENANCE AND REPAIR

The long-term care and maintenance of donated park elements is important to both the donor and the City.

- A. Life Cycle Care Fund:** The establishment of the Life Cycle Care Fund ensures that the City will care for the donation for the estimated life of the donation, or until such time the City determines that the memorial donation must be removed and/or relocated for unforeseen circumstances. The establishment of a Life Cycle Care Fund applies to all donated park elements installed after the adoption of this policy.

The fund is established with the intent of providing a regular revenue source dedicated and sufficient to reasonably maintain future donations for the duration of their expected life cycle. The cost of a donation will include the cost of purchase and installation, and the funds estimated to be sufficient, based upon the expected life cycle, for maintenance of the donated item. The expected life cycle, routine maintenance and element costs are identified in a separate schedule. This schedule is maintained administratively and may be modified from time to time to ensure that sufficient resources are available to maintain donations.

Accordingly, the City will determine the level of maintenance required for the donated property based upon available budget funding and the type of care needed to reasonably maintain the donation.

At the end of the life-cycle term, the donor may choose to extend the life-cycle term by paying for the current value of a new donation if deemed necessary by the Board and its associated maintenance cost. The City reserves the right to seek a new donor for the donation at the end of the established life cycle should the original donor choose not to renew the donation, or if the City has not been able to contact the original donor.

Section 4. Effective Date. Ordinance No. 17-008 shall take effect upon adoption by the City of Palmer City Council.

Adopted this ____ day of _____, 2017.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk

CITY OF PALMER
PARKS, RECREATION & CULTURAL RESOURCES ADVISORY BOARD
Resolution No. 16-002

**A Resolution of the Parks, Recreation & Cultural Resources Advisory Board
Recommending the Adoption of a Memorial Policy**

WHEREAS, the City Council in creating the Parks, Recreation & Cultural Resources Advisory Board required the Board under Palmer Municipal Code 2.22.006. B. to provide input and recommendations on issues relating to placement of memorials and plaques on City property; and

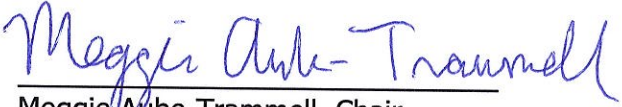
WHEREAS, the Board has considered standards for various types of memorials during the September 10, 2015 and October 1, 2015 meetings; and

WHEREAS, the Board reviewed and amended to wording to incorporate further input on October 6, 2016 ; and

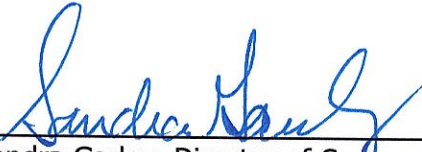
WHEREAS, the Board has worked to develop a draft memorial and donation policy for consideration by City Council that will authorize the Manager to establish guidelines, standards and procedures for the installation and care of donated memorials that are benches, picnic tables, bicycle racks, trees, monuments, banners, interpretive signs, public art pieces or other park improvements, either as result of a cash or physical property donations.

NOW, THEREFORE, BE IT RESOLVED that the Palmer Parks, Recreation & Cultural Resources Advisory Board recommends that the City Council consider adoption of the attached memorial and donation policy

Passed and approved by the Parks, Recreation & Cultural Resources Advisory Board of Palmer, Alaska, this 6th day of October, 2016.



Meggie Aube-Trammell, Chair



Sandra Garley, Director of Community Development

Attachment(s):

- Resolution No. 17-016

Summary Statement:

The City of Palmer has a newly hired Finance Director, Gina Davis. This resolution is required to allow Gina Davis to become a check signer on the general checking account, Palmer construction account and to manage City investments and transfer City monies to maximize City investment earnings while maintaining safety and liquidity in accordance with the City's Investment Policy. This process will also remove the previous Finance Director, Esther C Greene, from these transactions.

Administration's Recommendation:

Approve Resolution No. 17-016 Designating Authorized Signature for Check Signing Affecting Any and All Disbursements of City Monies.

Introduced by: City Manager Wallace

Date: April 25, 2017

Action:

Vote:

Yes:	No:

CITY OF PALMER, ALASKA

Resolution No. 17-016

A Resolution of the Palmer City Council Designating Authorized Signatures for Check Signing Affecting Any and All Disbursements of City Monies and Designating City Representatives Who Are Authorized and Empowered to Execute and Deliver All Documentation and Instruction on City Investment Accounts

WHEREAS, Edna B. DeVries was elected as Mayor of the City of Palmer on October 4, 2016; and

WHEREAS, Nathan E. Wallace was appointed by the council to serve as City Manager on October 12, 2015; and

WHEREAS, Linda Combs was selected by the council to serve as Deputy Mayor on October 10, 2016; and

WHEREAS, Gina Davis was hired as the Finance Director on April 24, 2017.

NOW, THEREFORE, BE IT RESOLVED the Palmer City Council that effective April 25, 2017, two of the following signatures will be placed on each check and the Finance Director will work with the City Manager on the City Investment Accounts:

1. Edna B. DeVries
2. Nathan E. Wallace
3. Linda Combs
4. Gina Davis

Approved by the City Council of the City of Palmer, Alaska, this ____ day of _____, 2017.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk

A. CALL TO ORDER

A regular meeting of the Palmer City Council was held on March 28, 2017, at 7:00 pm in the council chambers, Palmer, Alaska.

Mayor DeVries called the meeting to order at 7:00 pm.

B. ROLL CALL

Comprising a quorum of the Council, the following were present:

Edna DeVries, Mayor	Linda Combs, Deputy Mayor
Richard Best	Steve Carrington
David Fuller	Brad Hanson
Peter LaFrance	

Also in attendance were the following:

Nathan Wallace, City Manager	Norma I. Alley, MMC, City Clerk
Michael Gatti, City Attorney	Bernadette Packa, CMC, Deputy City Clerk

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Boy Scouts from Pack 133.

D. APPROVAL OF AGENDA

1. Approval of Consent Agenda
 - a. Introduction of **Ordinance No. 17-005**: Repealing Palmer Municipal Code Title 15 in its Entirety and Adopting a new Palmer Municipal Code Title 15 Buildings and Construction (IM No. 17-015)
 - b. Introduction **Ordinance No. 17-006**: Amending Palmer Municipal Code Section 8.42.010 Definitions and Section 8.42.030 Use Prohibited to Define Sky Lanterns and Prohibit the Use of Sky Lanterns in the City of Palmer (IM No. 17-014)
2. Approval of Minutes of Previous Meetings
 - a. January 24, 2017, Regular Meeting
 - b. February 28, 2017, Regular Meeting
 - c. March 14, 2017, Regular Meeting

Main Motion: To Approve Consent Agenda and Minutes

Moved by:	Combs
Seconded by:	Best
Action:	Motion carried unanimously by all members present
In favor:	Best, Carrington, Combs, DeVries, Fuller, Hanson, LaFrance
Opposed:	None

E. COMMUNICATION AND APPEARANCE REQUESTS

Mayor DeVries requested a suspension of the rules to add an Item 3. The Council had no objections.

Item 1 – Presentation of a National Service Recognition Day Proclamation

Mayor DeVries read and presented the proclamation to volunteers from AmeriCorps.

Item 2 – Presentation from Terry Snyder on Livable Communities

Ken Osterkamp, Alaska Association of Retired Persons (AARP) President:

- Spoke to the age friendly community concept;
- Provided statistics on aging pertinent to Alaska, and specifically the Mat-Su Valley; and
- Noted the critical benefits of the program were partnerships and networking.

Terry Snyder spoke to the advantages afforded the City through partnering with the AARP Network of Age-Friendly (Livable) Communities.

Item 3 – Proclaiming an Education and Sharing Day

Mayor DeVries read and presented the proclamation to Rabbi Greenberg.

The Council took a recess from 7:43 pm – 7:52 pm.

F. REPORTS

Item 1 – City Manager's Report

City Manager Nathan Wallace:

- Highlighted the projects report;
- Provided an update on the Dispatch transition;
- Announced the termination of the Dispatch Contract as of July 1, 2017;
- Addressed upcoming renewal of the Greater Palmer Fire Service Area Contract; and
- Fielded questions from the Council.

Item 2 – City Clerk's Report

City Clerk Norma Alley:

- Noted changes to the City website;
- Commented on a records destruction scheduled for late April;
- Noted work being done on the biannual review of the Records Retention Schedule;
- Commented on starting the process for a Legal Review of Palmer City code; and
- Fielded questions from the Council.

Item 3 – Mayor's Report

Mayor DeVries:

- Highlighted her written report;
- Noted participation in the Mayor's Minute Radio Broadcast and a Channel 5 TV interview; and
- Addressed upcoming events.

Deputy Mayor Combs commented on the large turn-out for the Green Day Gallop.

G. AUDIENCE PARTICIPATION

Rachel Greenberg, Palmer Senior Center:

- Spoke to changes taking place at the Senior Center; and
- Expressed support for the Livable Communities Project.

Eugene Carl Haberman:

- Spoke to recent meetings at the Mat-Su Borough; and
- Noted the lack of opportunity provided for the public to speak at those meetings.

H. PUBLIC HEARINGS

Mayor DeVries opened the public hearing. Seeing no one come forward to speak, and hearing no objection from the council, the public hearing was closed.

Item 1 – Ordinance No. 17-003: Repealing Ordinance No. 428 and Adopting Palmer Municipal Code Title 7, Airport Regulations (IM No. 17-006) (2nd Public Hearing) (Pending Motion)

City Manager Wallace noted changes made to address questions raised by Council at the previous hearing of Ordinance No. 17-003.

Main Motion: To Adopt Ordinance No. 17-003 as Amended

Moved by:	Combs
Seconded by:	Fuller
Action:	Motion carried unanimously by all members present
In favor:	Best, Carrington, Combs, DeVries, Fuller, Hanson, LaFrance
Opposed:	None

Primary Amendment #1: To Remove the Original Section 7.90.060 Aircraft Repair and Replace it With the Changes Brought Forward

Moved by:	Hanson
Seconded by:	Fuller
Action:	Motion carried unanimously by all members present
In favor:	Best, Carrington, Combs, DeVries, Fuller, Hanson, LaFrance
Opposed:	None

The Council took a recess from 8:49 pm to 9:00 pm.

Primary Amendment #2: To Strike Section 7.90.060 Aircraft Repair B.4. and Replace it with 4. by a Mobile Mechanic that has a Current City of Palmer Business License; Prior to Commencing Work They Must Receive Instructions Regarding Safety, Security, and Environmental Protections From the Airport Superintendent; or

Moved by:	Best
Seconded by:	Combs
Action:	Motion carried unanimously by all members present
In favor:	Best, Carrington, Combs, DeVries, Fuller, Hanson, LaFrance
Opposed:	None

Item 2 – Action Memorandum No. 17-023: City Council Statement of Non-Objection to the Renewal of Liquor License #2098, for Carr-Gottstein Foods Co. Doing Business as Oaken Keg #1739, Located at 644 W. Evergreen Avenue

Mayor DeVries opened the public hearing.

Eugene Carl Haberman:

- Felt the liquor license should have a second public hearing; and
- Believed more information should have been made available in the packet.

Hearing no objection from the Council, the public hearing was closed.

Main Motion: To Approve Action Memorandum No. 17-023

Moved by:	Combs
Seconded by:	Fuller
Action:	Motion carried unanimously by all members present
In favor:	Best, Carrington, Combs, DeVries, Fuller, Hanson, LaFrance
Opposed:	None

The Council requested the City Clerk to add a section to the City of Palmer Liquor License Review Form to notate whether written or verbal objections had been received by the City.

No written or verbal objections had been received concerning this renewal.

I. ACTION MEMORANDA

Item 1 – Action Memorandum No. 17-024: Confirm the Mayor’s Nomination of Public Works Director Chris Nall to the Matanuska Susitna Borough Wastewater and Septage Advisory Board to Fill the City of Palmer Representative Position

Main Motion: To Authorize Action Memorandum No. 17-024

Moved by:	Best
Seconded by:	Fuller
Action:	Motion carried unanimously by all members present
In favor:	Best, Carrington, Combs, DeVries, Fuller, Hanson, LaFrance
Opposed:	Non

J. RECORD OF ITEMS PLACED ON THE TABLE

Presentation and PowerPoint material on AARP Livable Communities

K. AUDIENCE PARTICIPATION

Eugene Carl Haberman:

- Spoke to concerns regarding a recent meeting of the Matanuska-Susitna School Board.

L. COUNCIL MEMBER COMMENTS

Council Member Best:

- Reminded everyone to be mindful of slick roads.

Council Member LaFrance:

- Thanked Terry Snyder for the presentation on Livable Communities;
- Spoke in favor of pursuing a Livable Community designation;
- Expressed excitement over the Bike Rack Design Competition; and
- Recapped the Lazy Mountain Foot Race over the past weekend.

Council Member Hanson:

- Thanked Eugene Haberman for his attendance;
- Wished Gene Stowe well on his retirement.

Council Member Fuller:

- Thanked Terry for her presentation; and
- Expressed appreciation to Council Member LaFrance for his efforts in promoting the local races.

Deputy Mayor Combs:

- Spoke to pursuit of the Livable Communities designation;
- Expressed congratulations to the Mayor on her excellent TV interview;
- Commented on future attendance of a Mat-Su Borough Recycling Round Table; and
- Spoke to the history of Palmer Pride; and
- Requested support for completion of a letter of intent to pursue an All-American City Award for 2018. Council Member Best offered his support.

Mayor DeVries:

- Reminded everyone of April 4, 2017, Joint Special Meeting scheduled for 7:00 pm and the April 11, 2017, Special Meeting scheduled for 6:00 pm.

Council Member Best requested support to look into participation with the AARP Livable Communities Network. Council Member Carrington offered his support.

M. ADJOURNMENT

With no further business before the Council, the meeting adjourned at 9:32 pm.

Approved this 25th day of April, 2017.

Norma I. Alley, MMC, City Clerk

Edna B. DeVries, Mayor



PROCLAMATION

PROCLAIMING PUBLIC WORKS WEEK MAY 21-27, 2017

WHEREAS, public works services provided in our community are an integral part of our citizen's everyday lives; and

WHEREAS, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as water, sewers, streets and highways, public buildings, and solid waste collection; and

WHEREAS, the health, safety, and comfort of this community greatly depends on these facilities and services; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design, and construction, are vitally dependent upon the efforts and skill of public works officials.

NOW, THEREFORE, IT IS PROCLAIMED by the Mayor and City Council of the City of Palmer, Alaska, do hereby recognize May 21-27, 2017, as Palmer Public Works Week, and encourage residents to acquaint themselves with the issues involved in providing our public works and to recognize the contributions which our public works department make every day to our health, safety, comfort, and quality of life in Palmer.

IN WITNESS WHEREOF, I have hereunto set my hand and cause the seal of the City of Palmer to be affixed on this 25th day of April, 2017.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk



PROCLAMATION

PROCLAIMING BIKE MONTH MAY 2017

WHEREAS, the bicycle is a healthy, convenient, financially and environmentally sound form of transportation and an excellent tool for recreation and enjoyment of the City of Palmer's scenic beauty, local attractions, and friendly neighborhoods; and

WHEREAS, throughout the month of May, the residents of Palmer and its visitors will experience the joys of bicycling through commuting events, Bike to School Day, trail work days, or by simply getting out and going for a ride; and

WHEREAS, the City of Palmer's road and trail system attracts bicyclists each year, providing economic health, transportation, tourism, and scenic benefits; and

WHEREAS, creating a bicycling-friendly community has been shown to improve citizens' health, well-being, and quality of life, growing the economy of Palmer, attracting tourism dollars, improving traffic safety, supporting student health and learning, and reducing pollution, congestion, and wear and tear on our streets and roads; and

NOW, THEREFORE, IT IS PROCLAIMED by the Mayor and City Council of the City of Palmer, Alaska, do hereby recognize May, 2017, as Palmer Bike Month, and encourage residents to bike to work, bike to school and bike for a healthy living.

IN WITNESS WHEREOF, I have hereunto set my hand and cause the seal of the City of Palmer to be affixed on this 25th day of April, 2017.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk



PROCLAMATION

A PROCLAMATION HONORING DELAINA RACHELLE PUGH

WHEREAS, Delaina has attended Academy Charter School since third grade, maintaining perfect attendance and a strong dedication to furthering her education throughout her schooling; and

WHEREAS, In addition to maintaining perfect school attendance, she expanded her life experiences by participating in Space Camp in Huntsville, Alabama, and was accepted into the People to People Student Ambassador program. In addition to her school studies, she has traveled to Europe, seeking exposure to world views and culture beyond what is normally found in the classroom; and

WHEREAS, Delaina has a passion for art, music, and film. She has participated in the arts locally, attending several drama and theatre camps in the Mat-Su Valley; and

WHEREAS, She has made her life's mission to strive to achieve a high standard of dedication, integrity, and honor in all that she says and does. Delaina's father says, "Delaina has a huge heart for people and life and carries herself beyond her years."

NOW, THEREFORE, IT IS PROCLAIMED by the Mayor and City Council of the City of Palmer, Alaska, do hereby express our pleasure and pride for all the accomplishments Delaina has achieved while attending Academy Charter School, not only for what she has achieved but for the example she sets for those around her, and particularly for what she has done to enhance the community of Palmer and its citizens. We are certain she will continue in her successes and will serve our community in the future with the same drive and determination she has exhibited today.

IN WITNESS WHEREOF, I have hereunto set my hand and cause the seal of the City of Palmer to be affixed on this 25th day of April, 2017.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk



PROCLAMATION

A PROCLAMATION HONORING GREG DELLINGER IN RETIREMENT

WHEREAS, Greg Dellinger faithfully and professionally served as Garbage Man, Sign and Street Maintenance Man, and Equipment Operator for 34 years; and

WHEREAS, practicing his guidance, selflessness, and operating prowess, Greg became the crew trainer gaining the utmost respect of everyone that worked with him, playing an integral part of keeping Palmer beautiful and functional; and

WHEREAS, this was repeatedly demonstrated by his genuine care for Palmer's citizens and coworkers and always helping to make the City of Palmer – Alaska at its Best; and

WHEREAS, during Greg's years of service he became known as Grandpa by the Public Works Department due to his calm demeanor and willingness to mentor the young bucks. He represented the City well in serving the Public Works Department in all facets of City operations, displaying remarkable patience and professionalism performing these duties; and

WHEREAS, the City of Palmer recognizes the invaluable resource it has enjoyed in the longevity of Greg's steadfast service and desires to acknowledge the unanimous appreciation of the City Council, Administration and his coworkers; and

NOW, THEREFORE, IT IS PROCLAIMED by the Mayor and City Council of the City of Palmer, Alaska, do hereby express our gratitude and appreciation for all the work Greg did while serving the City as the Garbage Man, Sign and Street Maintenance Man, and Equipment Operator and although he will no longer be a City employee, we are certain he will continue to serve our community with the same loyalty and wisdom as he has always done.

IN WITNESS WHEREOF, I have hereunto set my hand and cause the seal of the City of Palmer to be affixed on this 25th day of April 2017.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk



PROCLAMATION

A PROCLAMATION HONORING ESTHER C. GREENE IN RETIREMENT

WHEREAS, Esther Greene faithfully and professionally served as the City of Palmer Director of Finance and Treasurer for more than 4 years and in municipal government in Alaska and Tennessee for over 16 years; and

WHEREAS, displaying her leadership, management and planning expertise, Esther was the driver behind the annual budget and audit processes which have positioned the city on a sound financial footing for the future; and

WHEREAS, this was repeatedly demonstrated by her genuine care for Palmer's employees through her membership and as chairman of the Alaska Public Utility Insurance Trust board; and

WHEREAS, during Esther's service she represented the City well in serving the Mayor, Council, City Manager, and the many City Employees while displaying remarkable patience and professionalism performing these duties; and

WHEREAS, the City of Palmer recognizes the invaluable resource it has enjoyed in Esther's gracious service and desires to acknowledge the unanimous appreciation of the City Council, Administration and her coworkers; and

NOW, THEREFORE, IT IS PROCLAIMED by the Mayor and City Council of the City of Palmer, Alaska, do hereby express our gratitude and appreciation for all the work Esther did while serving the City as Director of Finance and Treasurer for the City of Palmer and although she will no longer be a city employee, we are certain she will continue to serve our community well into the future as she has always done.

IN WITNESS WHEREOF, I have hereunto set my hand and cause the seal of the City of Palmer to be affixed on this 25th day of April, 2017.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk



Staff Update and analysis (March 2017):

Police Department:

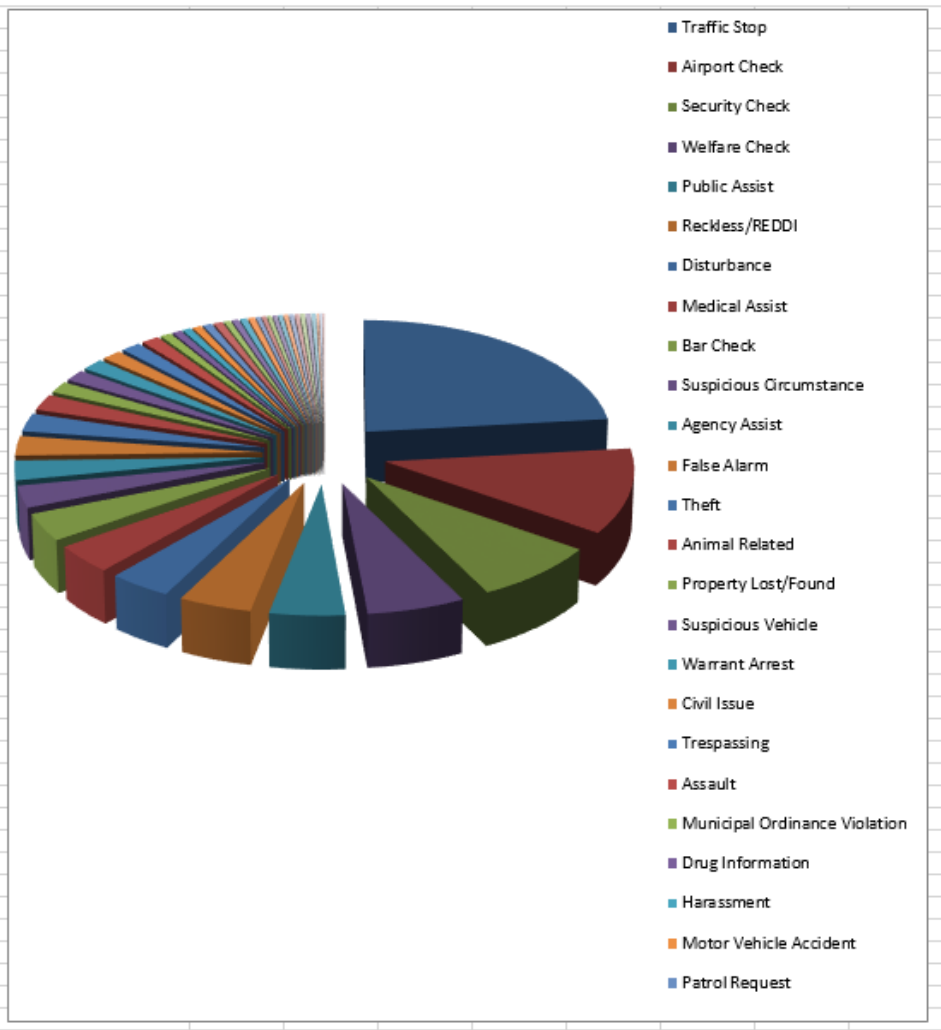
Total calls: 651 up from 633 in February

Call breakdown - 33%(February - 34%) traffic/vehicle related, 29% (February - 30%) checks (welfare/property), 19%(February - 15%) citizen assistance, 19%(February - 22%) other.

**Patrol Calls
 March, 2017**

CAD REPORT

Traffic Stop	151
Airport Check	74
Security Check	51
Welfare Check	39
Public Assist	30
Reckless/REDDI	29
Disturbance	25
Medical Assist	25
Bar Check	24
Suspicious Circumstance	19
Agency Assist	17
False Alarm	17
Theft	16
Animal Related	14
Property Lost/Found	10
Suspicious Vehicle	10
Warrant Arrest	10
Civil Issue	9
Trespassing	9
Assault	8
Municipal Ordinance Violation	5
Drug Information	4
Harassment	4
Motor Vehicle Accident	4
Patrol Request	4
Motorist Assist	4
Attempt to Locate	3
Parking Complaint	3
Public Appearance	3
Traffic Hazard	3
Counterfeiting	2
Disorderly Conduct	2
DUI Drugs	2
DUI Felony	2
Driving While License Suspended/Revok	2
Health and Safety Hazard	2
Motor Vehicle Accident w/Injury	2
Property Damage	2
Shoplifting	2
Traffic Offense	2
Death/Death Investigation	2
Burglary	1
Civil Standby	1
Driving in Violation of Instructional Permit	1
DUI	1
Fraud	1



Fire Department:

Calls: 49(52 - February) in March 2017, down by 6% from last month, up by 26 % from last year. Fire: 4(8 - February), Recue: 16(18 - February), Hazard: 3(4 - February), Good intents: 10(8 - February), False alarm: 13(13 - February), Special Incident: 0(0 - February), Service call: 3(1 - February).



Community Development:

Library:

Patrons: February March

Total Registered Patrons 12,878 12,930

Total Mat-Su Borough Resident Patrons 9,930 9,930
 Total City of Palmer Resident Patrons 2,948 3,000
 New Library Users **73 52**

Usage: February
 Patron Visits/Count 7,208 10,050
 Reference Questions 1,263 1,838
 Library Computer Sessions 1,161 2,681
 WIFI Sessions 1,058 1,413
 Circulation (PPL items) 8,172 10,485
 Magazine circulation 555 11,361
 Take Home Paperbacks 98 160

Programs: February March

Children's Programs	12 Events	863 Participants	18 Events	1,215 Participants
Class Visits	3 Events	37 Participants	4 Events	48 Participants
Young Adult Programs	2 Events	54 Participants	2 Events	99 Participants
Adult Programs	3 Events	50 Participants	2 Events	14 Participants
Total Library Programs	20 Events	1,004 Participants	26 Events	1,376 Participants

Community Events	32 Events	258 Participants	43 Events	365 Participants
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Total Events	52 Events	1,262 Participants	69 Events	1,741 Participants
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Building and Compliance:

Compliance Letters dispatched: 5(1- February) (unsightly premise), 1(2- February) (clean up follow up), and 21(1- February) (permit follow ups), other: 0(6- February)



**Building Department Report
 MARCH 2017**

Permit Type	Count	Total Valuation	Permit Fees Collected	Plan Review Fees Collected
Building Permit	3	\$105,529.00	\$1,567.25	\$1,018.00
Sign Permit	2	\$23,540.00	\$358.50	
Fence Permit	0	\$0.00	\$0.00	
Totals	5	\$129,069.00	\$1,925.75	\$1,018.00

TYPE OF PERMITS:

Applicant	Valuation	Type of Work	Permit Fee	Plan Review Fee
State of Alaska	\$62,849.00	COM Alteration	\$818.00	\$531.50
Luanne Urfer	\$15,000.00	COM Alteration	\$279.50	\$181.50
Mat-Su Borough School District	\$27,680.00	COM Alteration	\$469.75	\$305.00
Denali Foods, Inc.	\$22,500.00	Sign	\$224.00	
Alaska Directional	\$1,040.00	Sign	\$134.50	

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
2008	16	2	0	\$672,840.00	\$7,280.50	
2009	6	2	0	\$335,374.00	\$3,413.75	
2010	17	0	0	\$2,123,195.00	\$14,370.75	
2011	17	8	1	\$568,939.00	\$7,471.25	
2012	16	11	1	\$3,426,369.00	\$25,643.50	
2013	6	3	2	\$527,860.00	\$4,749.00	
2014	11	2	0	\$4,983,890.00	\$27,411.00	
2015	23	5	1	\$1,929,578.00	\$18,359.50	
2016	8	7	1	\$22,355,993.00	\$97,119.25	
2017	13	3	0	\$2,273,516.00	\$17,738.75	\$9,632.50

	Project Description	Estimated Budget/Cost	Planned Completion	Status	Expenditures	Comments
1	Waste Water Treatment Plant Upgrades: MMBR and Secondary Clarifiers to meet EPA/ADEC permit	\$9,000,000- \$14,000,000 (revised estimate after 65%~ \$12,610,290)	August 2020		\$842,107 as of January	Funding Sources On hand: State Grant \$2.5M State Grant: \$145k Enterprise or GF: \$600,000 Applied
a	Engineering/Design to EPA and ADEC (65%)	\$ 900,000	December	Complete	\$842,107 APPROVED	
b	Material Bid (MMBR system components)		December	Complete		
c	Material Bid Award (MMBR system components)	\$ 1,100,000	December	Complete	\$918,760 APPROVED	
d	Financing options(USDA and/or interim financing)		January/February	Complete		State Grant for FY 18 not available-GF loan
e	Permitting from DEC and State Fire Marshall		February	Complete		DEC permit and Fire Marshall review approved and on hand
f	Construction Bid Doc (95%/Final) to USDA		February	Approved		Submtted to USDA for review
g	Construction Bid		7-Mar	Working		Negotiating final contract price
h	Bond Resolution to Council		February	Complete		
i	Construction Bid Award (pending financing) to Council	\$ 9,000,000	March			Negotiating final contract price
j	Townhall on financing and construction schedule		April			Discuss construction schedule, noise/dust mitigation, financing
k	Construction Commence		May			
l	Secondary Clarifier Construction Commence		June 2018			
m	MMBR System on line for testing		July 2018			
n	MMBR System tesing complete		April 2019			
o	Secondary Clarifiers on line		August 2020			

	Project Description	Estimated Budget/Cost	Planned Completion	Status	Expenditures	Comments
2	Rehabilitate RW 16/34 & Related Improvements	\$10,000,000- \$11,500,000	October 2017	Pre-Liminary Application Approved by FAA		Funding Sources On hand: State Grant: \$400K COP: \$225k Anticipated FAA: \$9.375M - \$10.781M
a	Engineering/Design in 2 Phases	Phase 1 \$237,913 Phase 2 \$182,579 Total \$420,492	May-17	Phase I nearing completion	\$237, 913 APPROVED	
b	Project Initiation		December	Complete		
c	Stakeholder Coordination		December	Complete		
d	Surveying & Mapping		Jan-17	Ongoing		
e	Geotechnical Evaluation		December	Ongoing		
f	Engineer's Design Report (35%)		Jan-17	Complete		EDR 35% to FAA for Review & Comment 01/10/2017
g	Phase 2 Design funding approval		Jan-17	Complete	\$182,759 Approved	
h	Construction Safety & Phasing Plan		Mar-17	On going		
i	Final Design and submission to FAA		Apr-17	On going		Working with Regional and National office on final project scope
j	Townhall on project		Apr-17			
k	Bid & Grant Assistance		Apr-17	On going		
l	Bids Due		May-17			
m	Award & Grant Acceptance from FAA	\$9,375,000.00	Jun-17			
n	Construction Mobilization		Jul 17			
o	Runway Closed		August 2017			
p	Supplemental FAA Funding	\$1,406,250.00	August 2017			If other Airport Sponsor \$ Becomes Available will require City Match approval
q	Supplemental COP Funding	\$93,750.00	August 2017			
r	Project Completion		October 2017			

	Project Description	Estimated Budget/Cost	Planned Completion	Status	Expenditures	Comments
3	Replace boiler in the Palmer Library.	\$50,000.00	September 2017		\$48,798.00	
a	Engineering and Design	\$4,900.00	In hand	Complete	\$4,900	Engineering documents have been completed by T3 Alaska
b	General Contractor Bid	\$44,100.00	Complete	Awarded	\$43,898.00	Bid awarded to Pinnacle Mechanical
c	Project work and completion		1-Sep-17	Scheduling		Working with Pinnacle to establish project timeline. Expect project to begin in early June.

	Project Description	Estimated Budget/Cost	Planned Completion	Status	Expenditures	Comments
4	Replace heating system in the Palmer FSS.	\$30,000.00	September 2017		\$10,000.00	
a	Engineering and Design	\$10,000.00	February 2017	Complete	\$10,000	
b	General Contractor Bid	\$20,000.00	TBD	Not Started		Awaiting FAA lease renewal and scheduling of asbestos abatement
c	Project work and completion		October 2017	Not Started		Will establish start and completion dates with winning contractor after bidding process is complete. This project will be tied in with the FSS required FAA upgrade project.

	Project Description	Estimated Budget/Cost	Planned Completion	Status	Expenditures	Comments
5	Palmer FSS interior improvements	\$54,500.00	September 2017	Awaiting new lease signing by FAA	\$8,500.00	
a	Architectural Services and Design	\$8,500.00	February 2017	Complete	\$8,500	With Wolf Architecture
b	General Contractor Bid	\$46,000.00	TBD	Not Started		Awaiting FAA lease renewal and scheduling of asbestos abatement
c	Project work and completion		October 2017	Not Started		Will establish start and completion dates with winning contractor after bidding process is complete. This project will be tied in with the FSS heating system replacement project.

	Project Description	Estimated Budget/Cost	Planned Completion	Status	Expenditures	Comments
6	City Hall and Fire Station 3-1 Parking Lot Upgrade	\$100,000.00	Aug 2017			PW is currently developing the scope of work for this project.
a	Engineering and Design	~\$15,000		Working		Working PSA for engineering
b	Paving Contractor Bid	\$85,000.00	May 2017	Not Started		
c	Project work and completion		Aug 2017	Not Started		Project will be broken into 3x phases. 1) Front parking lot 2) Fire Station driveway 3) Employee parking

	Project Description	Estimated Budget/Cost	Planned Completion	Status	Expenditures	Comments
7	Bogard Road Booster Station to provide adequate pressure and flow for the western portion of Bogard Rd Water Main Extension Project.	\$1,420,000.00	TBD	Land Prep and Engineering Drawings Working	\$118,595.00	Through use of remaining grant funds (14-DC-125), PW has contracted HDL Engineering for Preliminary Engineering and site preparation.
a	HDL conduct preliminary engineering work and booster station site prep	\$118,595.00	July 2017	Working	\$118,595.00	The intent of this project is to provide the city with a site, ready for Booster Station construction and Engineering drawings/specs for the station itself.

Mayor's Memo

Council Meeting report – April 25, 2017

OUTREACH:

- ✓ Rally support for Veterans and Pioneer Home support

MEETINGS:

- ✓ Agenda setting – Manager, Attorney and Clerk – April 27
- ✓ Mayor/Manager's meeting – April 20 –
- ✓ Friday, April 28, Style Show -Who Let the Girls Out
- ✓ Saturday, April 29 – Welcome to Kiwanis Clubs from Alaska and Yukon Territory.

UP COMING EVENTS

- Walkability – depot – 5:30 to 7 on Thursday, April 27
- ✓ Town Hall meeting on Sewer Project
- ✓ Outreach to High school age student(s) for Boards and Commission
- ✓ Mayor's Minute on Radio – May 12
- ✓ Town Hall meeting in April on airport improvements
- ✓ Mat Su Miners fund raiser – April 29
- ✓ Car Show – May 5, 6 and 7
- ✓ BP Teachers of Excellence – Settlers Bay – May 5
- ✓ Palmer Clean Up Day – May 12 and 13
- ✓ Palmer Junior High graduation – May 18
- ✓ Work Force Luncheon – May 25 – Job Corps
- ✓ Art Festival – Machentz at Massay Theatre – June 2 6 pm
- ✓ Rally to the Ranch – Ranch – fundraiser – June 3
- ✓ Palmer Pride – July 28

Leaders choose the right things to do
and managers do those things.

Attachment(s):

- Ordinance No. 17-007
- Planning and Zoning Commission Recommendation

Summary Statement:

This ordinance will replace current Chapter 17.84 Planned Unit Development which uses a conditional use process to handle planned unit developments with a new chapter that will process applications for this type of development in the same way as a zone change. The current Chapter 17.84 was added to the Municipal Code in 1992.

Since Planned Unit Development may involve a mixture of residential and non-residential uses and impact both utility services and traffic on city maintained streets, this type of development is a permanent change in land use and therefore should be reviewed and the site plan approved by city council.

The P&Z Commission recommended no changes to PUD process.

Administration's Recommendation:

Adopt Ordinance No. 17-007 repealing Chapter 17.84 of the Palmer Municipal Code in its entirety and adopt a new Chapter 17.84 Planned Unit Development.

Introduced by: Council Member Hanson
and Deputy Mayor Combs
Date: April 11, 2017
Public Hearing: April 25, 2017
Action:
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

Ordinance No. 17-007

An Ordinance of the Palmer City Council Repealing Chapter 17.84 of the Palmer Municipal Code in its Entirety and Adopting a New Chapter 17.84 Planned Unit Development

WHEREAS, currently Chapter 17.84 treats Planned Unit Development as conditional uses with the Planning and Zoning Commission having final authority for approval and;

WHEREAS, Planned Unit Developments are land uses that have long term effects on property; and

WHEREAS, Council has determined that Planned Unit Development should be reviewed and processed as a rezoning of property.

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. The current Chapter 17.84 is hereby repealed in its entirety.

Section 4. A new Chapter 17.84 is hereby adopted to read as follows:

**Chapter 17.84
PLANNED UNIT DEVELOPMENT (PUD)**

Sections:

- 17.84.010 Intent.
- 17.84.020 Permitted locations.
- 17.84.030 Site area.
- 17.84.040 Permitted uses.
- 17.84.050 Application process.

- 17.84.060 Pre-application conference.
- 17.84.070 Commission review.
- 17.84.080 Council action for adoption.
- 17.84.090 Action on final plan.
- 17.84.100 Final plan.
- 17.84.110 Minor adjustments.
- 17.84.120 Major adjustments.
- 17.84.130 Status of PUD approval.

17.84.010 Intent.

The intent of the planned unit development (PUD) zoning district is to:

A. Effect a zoning change to the existing (underlying) zone through the process outlined in PMC 17.80 as follows:

1. The proposed change is in accordance with the borough and city comprehensive plan;
2. The proposed change is compatible with surrounding zoning districts and the established land use pattern;
3. Public facilities such as schools, utilities and streets are adequate to support the proposed change;
4. Changed conditions affecting the subject parcel or the surrounding neighborhood support the proposed change; and
5. The proposed change is consistent with the public welfare and does not grant a special privilege to the owners; and

B. Permit flexibility in design, placement of buildings, and use of open spaces, including modification in requirements for lot frontage, building setbacks, and design of circulation facilities to best use site potentials afforded by special features of geography, topography, size or shape; and

C. Encourage creative approaches in land development that will result in a more efficient, desirable environment in harmony with that of the surrounding area, including but not limited to providing a higher population density and increased intensity of use than is permitted in the zone in which the project is located. Appropriate mixing of uses and alternative approaches to development are permitted through the PUD zoning district process; and

D. To further this intent, the terms and conditions of a PUD district supplement the regulations in the underlying zoning district, and modify and supersede any conflicting regulations in the underlying zoning district.

E. A PUD zoning classification that contains commercial uses, where one or more buildings are principally designed for use for the retail sale of merchandise, and where the total building(s) footprint exceeds 20,000 square feet, may only be approved in conjunction with an approved overall site plan in accordance with the criteria for a Large Retail Establishment Permit.

17.84.020 Permitted locations.

A. Planned unit development projects may be approved only in R-1, R-2, R-3, R-4, R-1E, CL and CG zones.

B. The site must abut, and the major internal street serving the planned unit development project must be directly connected to, a public road which has been improved, established, and is maintained by the city, borough or state.

C. In the R-1 district, commercial uses must front on a major arterial, arterial or commercial street.

17.84.030 Site area.

The required minimum area for a PUD is 60,000 square feet. The minimum area may be waived when planned unit development is used to facilitate redevelopment in the central business district as depicted on the most recently adopted zoning district map.

17.84.040 Permitted uses.

In a residential, nonresidential or mixed land use PUD, various land uses may be permitted, subject to limitations or conditions, if such uses are deemed by the council to be appropriate and further the goals of the city comprehensive plan. The following uses may be permitted in a PUD:

1. One-family, two-family, and multifamily residences;
2. Commercial uses as may be specifically and selectively authorized;
3. Recreational facilities including, but not limited to, tennis courts and playgrounds;
4. Schools, libraries, public buildings and community halls;
5. Shopping malls;
6. Any permitted or conditional use in the underlying zone.

17.84.050 Applications process.

The application process for a PUD involves a four (4) step process including (1) a pre-application conference, (2) preliminary review by the planning and zoning commission with written recommendation forwarded to the city council, (3) council action, and (4) action on final plan.

17.84.060 Pre-application conference.

A. Before submitting application for approval of a PUD, the applicant shall confer in a pre-application conference with the zoning administrator, public works, the building official, and the fire department to obtain information and guidance regarding land development regulations, the city's Comprehensive Plan and the application process. At the pre-application conference, the applicant shall submit a preliminary sketch plan for the proposed PUD, containing both maps and a written statement. All maps shall show enough of the surrounding area to demonstrate the relationship of the PUD to adjoining uses. The maps that are a part of the preliminary sketch plan

may be in general schematic form but must contain enough information to obtain feedback from city officials and consultants.

B. Contents of preliminary PUD plan. Upon completion of the pre-application conference stage, a preliminary PUD application shall be submitted to the commission for its review. At a minimum, the preliminary PUD plan shall contain the following information:

1. Name, address and phone number of applicant.
2. Name address, and phone number of Alaska registered surveyor, professional civil engineer, architect, landscape architect who prepared the preliminary plan.
3. Legal description of the property
4. Description of existing and proposed use(s).
5. A vicinity map at a scale no greater than one to one thousand (1:1000) feet showing property lines, streets, existing and proposed zoning, and such other items as the commission and council may require to show how the proposed development relates to adjacent land uses.
6. A preliminary development plan at a scale approved by the commission showing topography at two (2) foot intervals; location and type of residential, commercial, and industrial land uses; layout, dimensions, and names of existing and proposed streets, rights-of-way, utility easements, parks and community spaces; layout and dimensions of lots and building setback lines; preliminary improvements drawings showing water, sewer, drainage, electricity, telephone, and natural gas; and such other information as the commission deems necessary.
7. Proposed schedule for the development of the site.
8. The applicant must provide a narrative describing how the proposed PUD will provide a complementary mixture of uses or housing types, or clustering of units to preserve common open space, in a design not possible under current zoning district dimensional regulations will have a beneficial effect, in terms of public health, safety, welfare, or convenience.
9. The number and dimensions of off-street parking shall be sufficient to meet the minimum required by the ordinances of the city. However, where warranted by overlapping or other parking arrangements, the commission or the council may reduce the required number of parking spaces.
10. All streets and parking areas within the planned unit development shall meet the minimum construction and other requirements of city ordinances.
11. Extensive landscaping shall be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property.

12. Effort shall be used to preserve significant natural, historical, and architectural features.
13. Public water and sewer facilities shall be available or shall be provided for by the developer as part of the site development.
14. Safe, convenient, uncongested, and well defined vehicular and pedestrian circulation within and to the site shall be provided.
15. Drives, streets and other elements shall be designed to discourage through traffic, while promoting safe and efficient traffic operations within the site and at its access points.
16. The uses proposed shall be consistent with the city comprehensive plan.

17.84.070 Commission preliminary review.

A. Upon receipt of a complete application for a PUD, the zoning administrator shall schedule a public hearing date before the commission following the established meeting schedule. Notice of the public hearing shall be in accordance with PMC 17.80.030.

B. Before the commission may act on the PUD application, the commission shall review the preliminary plan to determine if it is consistent with the intent and purposes of this ordinance; whether the proposed development advances the general welfare of the community and neighborhood; and whether the benefits, combination of various land uses, and the interrelationship with the land uses in the surrounding area justify the deviation from standard district regulations.

C. Within thirty days following the conclusion of the public hearing, and upon making the required findings for a zone change and in conformance with 17.84.070(B), the commission shall make a written report to the council for approval or modification of the proposed PUD zone change, and shall recommend that the council approve a change from preliminary site plan to interim site plan as submitted or as modified.

D. If unable to make the required finding to support approval, the commission shall deny both the rezoning and the preliminary site plan and no further action shall be taken thereon unless the initiating party or property owner within 20 days of the commission decision files a written statement with the city clerk requesting the PUD be considered by city council.

17.84.080 Council action.

The following council action shall be required for a PUD zoning district:

A. Upon receipt of a written recommendation for adoption of a PUD zoning district and approval of the preliminary plan by the commission, or by appeal of the petitioner, the city clerk shall cause an ordinance to be prepared setting forth the details of the proposed zoning map amendment. The ordinance shall be introduced at the next council meeting in the normal course and a date for the public hearing established. The city clerk shall give notice of the public hearing in accordance with the procedures of PMC 17.80.030. Notice of the public hearing given to the property owners described in PMC 17.80.030(A)(2) shall include a description of the protest rights established by PMC 17.80.081.

B. After due consideration of the recommendation by the commission, written comments received from the public, testimony at the public hearing, the information provided, and the effect the proposed change would have on the public health, safety, welfare, and convenience, the council may decide to approve PUD rezoning and grant interim approval of the PUD site plan, deny the PUD rezoning, or may decide to amend the PUD district as follows:

1. As submitted by the initiating party; or
2. With special limitations, more restrictive than submitted; provided that a PUD initiated under this chapter may be so modified only with the written consent of the initiating party.

C. For a PUD zoning district, the decision of the council shall be final.

17.84.090 Action on final plan.

A. The applicant shall, within one year of the date of council interim approval of the PUD site plan, submit a final PUD plan of the proposed development to the zoning administrator, which must incorporate all the changes and conditions required by the council. An appeal stays the decision appealed until a written decision is rendered.

B. The final PUD plan must include reproducible copies of all necessary maps and drawings. The zoning administrator may approve of the final PUD plan if the plan is substantially the same as the interim PUD plan approved by the council and all changes and conditions of the approval have been satisfactorily met.

C. If the final plan is not received within one year of council approval of the interim plan, the approval of the interim plan expires and the applicant may renew consideration of the PUD project only by filing a new application under this chapter.

D. No permit of any nature may be issued by the city relating to the PUD project until the final PUD plans have been approved.

E. No activity or improvements may commence on the site in furtherance of the approved PUD or PUD phase until all construction surety bonds have been posted with and approved by the city, any necessary final plat has been approved and recorded and a notice to proceed has been issued by the zoning administrator.

F. The PUD resulting from application of provisions of this section must be indicated on the official city zoning map and identified thereon by the symbol "PUD" with appropriate reference to the PUD plan and explanatory text.

17.84.100 Final plan.

A. The final plan shall be in substantial conformance with the interim site plan approved by council.

B. The final site plan shall include all the following information:

1. Application form and required fee as set by resolution.
2. A schedule indicating the period within which the project will be completed.
3. Building footprints, setbacks, floor plans and elevations showing height for all proposed structures; typical layout for project structures.
4. Locations of utility services (with sizes), noting which will remain and which are to be removed, including storm drainage, sanitary/storm sewer, fire hydrants, and any public or private easements.
5. Detailed description and location of stormwater management system including pre- and post-site development run-off calculations used for determination of stormwater management.
6. A landscape plan indicating proposed plant locations with common plant name, number, and size at installation. Berms, retaining walls or fences shall be shown with elevations from the surrounding average grade.
7. A site grading plan with existing and proposed topography at a minimum of two-foot contour intervals and with topography extending a minimum of fifty (50) feet beyond the site in all directions and further where required to indicate stormwater run-off into an approved drain or detention/retention pond.
8. Locations of significant natural, historical, and architectural features, including trees, that will be designated "to remain," and/or location and acreage of areas "not to be disturbed;" noting protection method such as a fence, barrier or police line installed prior to site preparation.
9. Location and method of screening for all refuse storage stations/dumpsters.
10. Location and dimensions of parking spaces, loading/unloading areas and calculations to meet the parking requirements.
11. Details of exterior lighting including locations, height, method of shielding.
12. Locations of all signs including:
 - a) Location, type, height and method of lighting for identification signs;
 - b) Location and type of any directional or regulatory/traffic control signs.
13. Details of site circulation and access design, including:
 - a) Indication of street pavement widths and pavement type;

- b) Street horizontal and vertical dimensions, including curve radii;
 - c) Dimensions of access points, including deceleration or passing lanes, distance from adjacent driveways or intersection streets, including those across a street;
 - d) Identification of width and material to be used for pedestrian paths.
14. Written verification of access easements or agreements, if applicable.
15. A note on each plan sheet stating, "Not to be used as construction drawings."
16. Any additional graphics or written materials requested by the commission or council to assist in determining the impacts of the proposed site plan, including, but not limited to, economic or market studies; impact on public primary and secondary schools, and utilities; traffic impacts; impact on significant natural, historical, and architectural features and drainage; impact on the general area and adjacent property; and estimated construction cost.
17. The following information shall be submitted as a part of an application for permission to commence any type of development within a floodplain:
- a) The elevation in relation to mean sea level of the floor, including basement, of all structures;
 - b) A description of the extent to which any watercourse will be altered or relocated as a result of proposed development;
18. Additional information that may be reasonably necessary to determine compliance with the provisions of this chapter.

17.84.110 Minor adjustments.

A. In considering the final plan, the zoning administrator may permit minor adjustments to the approved interim PUD site plan in location and dimensions of buildings if required by engineering or other circumstances not foreseen at the time the interim plan was approved by council provided such adjustments shall not:

- 1. Exceed the permitted lot coverage or the total density authorized in the interim PUD site plan;
- 2. Change the orientation of the project;
- 3. Change the use(s) of land from that approved on the interim PUD site plan; or
- 4. Increase the traffic nor change any points of ingress to or egress from the site.

B. The developer must advise the zoning administrator in writing of any and all minor adjustments. A record of any action under this section must be made a part of the final PUD plan by the zoning administrator.

17.84.120 Major adjustments.

In the event the final plan contains substantial changes from the approved interim PUD site plan as described in 17.84.110(A)(1-4) above, the zoning administrator shall forward the final PUD plan to council for its review and final approval.

17.84.130. Status of PUD approval.

A. Final approval of a PUD application confers on the applicant and any subsequent owners of the PUD property the right to utilize the property included as part of the approved PUD in accordance with the overall density, dwelling unit mix and final plan of the approved PUD. However, for the total PUD or for each portion of the PUD, if staging of development is planned, a site plan review by the zoning administrator is required for each phase, prior to the issuance of building permits, and for any portion of the PUD having a council approved interim PUD plan

B. Signed agreement. If the application and site plan are approved by the council, the applicant and all owner(s) of record or the legal representative of the owner(s) of record of all property included within the planned development shall then sign an agreement that the approved application and site plan, and the conditions of approval, shall be binding upon the applicant and owner(s) of record and upon their heirs, successors, and assigns. The city shall require a bond or surety to guarantee construction of road, water, and sewer improvements. Such agreement shall be reviewed and approved by the council. The application and site plan shall not be officially approved nor may the building permit be issued, until said agreement has been signed as required herein and has been received by the city clerk.

C. Revocation or changes. The council may revoke a PUD or any portion thereof in instances where substantial construction activity has not been ongoing anywhere within the PUD within a three (3) year period after the final approval. Revocation of any portion of a PUD reverts that portion of the PUD to the status and requirements of the original zoned district, without benefit of the PUD provisions. Proposed changes in a PUD, other than those considered a part of site plan review for all or a portion of the PUD, must be processed in the same manner as the original PUD procedure. The council shall give notice of intention to revoke such approval at least thirty (30) days prior to review by the council.

Section 5. Effective Date. Ordinance No. 17-007 shall take effect upon adoption by the City of Palmer City Council.

Adopted this _____ day of _____, 2017.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk

PALMER PLANNING AND ZONING COMMISSION

RESOLUTION NO. 17-001

A RESOLUTION OF THE PALMER PLANNING AND ZONING COMMISSION REPORTING TO CITY COUNCIL ON COMMISSION'S CONSIDERATION OF TEXT AMENDMENT TO PMC 17.84 PLANNED UNIT DEVELOPMENT (PUD)

WHEREAS, as requested by City Council, at the November 17, 2016 Planning and Zoning meeting the Commission began discussion on a text amendment to PMC 17.84 Planned Unit Development (PUD) to change the process from a conditional use process to a zone overlay process with City Council as final authority; and

WHEREAS, at the December 15, 2016 Planning and Zoning meeting, the Commission continued their discussion and began formalizing their reasons for their recommendation; and

WHEREAS, the Planning and Zoning Commission has summarized their reasons on the attached Memorandum dated January 19, 2017 for recommending no change to the current approval process of Planned Unit Developments (PUD) in PMC 17.84; and

WHEREAS, at the January 19, 2017 meeting, the Commission also discussed adopting an appeal to City Council process from a decision of the Commission regarding a Planned Unit Development; and

NOW, THEREFORE, BE IT RESOLVED that the Palmer Planning and Zoning Commission does hereby recommend the City Council not change PMC 17.84 Planned Unit Development (PUD) from the current conditional use process to a zone overlay process with City Council as final authority.

Passed by the Planning and Zoning Commission of the City of Palmer, Alaska, this 19th day of January, 2017.



Dan Lucas, Chairman



Kimberly A. McClure
Planning & Code Compliance Technician



MEMORANDUM

TO: Palmer City Council
FROM: Planning & Zoning Commission
DATE: January 19, 2017
SUBJECT: Report to City Council on text amendments to PUD

At the November 17, 2016 Planning and Zoning meeting, the Commission discussed text amendments to PMC 17.84 Planned Unit Development (PUD) to change the process from the current one with City Council as final authority.

As requested, the Planning and Zoning Commission has reviewed PMC 17.84 Planned Unit Development (PUD) text and recommends no change to the process of approval of Planned Unit Developments. Below is a summary of the Planning and Zoning Commission's reasons for recommending no change to the current procedures or processing of Planned Unit Developments:

- 1) The PUD language should remain as is to guard against the possibility that a special interest group could influence City Council. There are rules currently in place to prevent such occurrence.
- 2) The Planning & Zoning Commission is a neutral "appointed" body, providing a layer of insulation between it and the "elected" City Council, who could more likely be swayed by the emotions of the citizens in the event of an unpopular decision. The Council has so many other important areas of responsibility, they rarely have the time to look deeply into these matters and render a judgement/decision that follows the intent of the City's Comprehensive Plan. It is the business of the appointed Commission to make decisions with the future of the community foremost in mind, in accordance with the Comprehensive Plan and existing regulations.
- 3) There are adequate safeguards and an appeal process currently in place to address any unpopular decisions of the Planning & Zoning Commission.
- 4) The current process provides checks and balances that may no longer be in place should final authority be handed off to the City Council. The concern is that decisions may be made using criteria that may not be in the best long term interest of the City.

**City of Palmer
Action Memorandum No. 17-030**

Subject: Authorize the City Manager to Execute a Contract with Pinnacle Mechanical Inc., for Procurement and Installation of a New Boiler System at the City of Palmer Library, in an Amount Not to Exceed \$43,898.00



Agenda of: April 25, 2017

Council Action: **Approved** **Amended:** _____
 Denied


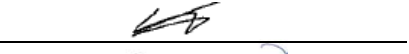

Originator Information:

Originator: Director of Public Works Chris Nall

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
√	Finance		04/06/17
_____	Fire	_____	_____
_____	Police	_____	_____
√	Public Works		04/06/17

Approved for Presentation By:

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

Certification of Funds:


Total amount of funds listed in this legislation: \$ **43,898.00**

This legislation (√):

<input type="checkbox"/>	Creates revenue in the amount of:	\$ _____
√	Creates expenditure in the amount of:	\$ <u>43,898.00</u>
<input type="checkbox"/>	Creates a saving in the amount of:	\$ _____
<input type="checkbox"/>	Has no fiscal impact	

Funds are (√):

√	Budgeted	Line item(s): <u>08-01-10-7162 Library Boiler Replacement</u>
<input type="checkbox"/>	Not budgeted	_____

Director of Finance Signature: 

Attachment(s):

- Bid tabulation sheet

Summary Statement:

Library boiler replacement is project 3 on the project update list and one of the General CIP Projects budgeted and targeted for completion this year.

Pinnacle Mechanical, Inc. was the lowest responsive responsible bidder for the project.

This work will commence once the weather warms enough to allow the boiler to be shutdown for the summer.

This project was budgeted for \$45,100.00 for FY 17.

Administration's Recommendation:

Approval of Action Memorandum 17-030 to Authorize the City Manager to Execute a Contract with Pinnacle Mechanical Inc., for Procurement and Installation of a New Boiler System at the City of Palmer Library.

BID TABULATIONS

	Bidder 1	Bidder 2	Bidder 3	Bidder 4	Bidder 5	Bidder 6	Bidder 7
	Kuchar Const.	Cool Air Mechanical	Wolverine Supply, Inc.	Pinnacle Mechanical, Inc.	NorCoast Mechanical	Halcor Const.	Mantech Mechanical, Inc.
BID PROPOSAL	Bid Amount	Bid Amount	Bid Amount	Bid Amount	Bid Amount	Bid Amount	Bid Amount
Signed Proposal (Y/N)	Y	Y	Y	Y	Y	Y	Y
Bid Bond	Y	Y	Y	Y	Y	Y	Y
Total Bid	\$ 65,407.00	\$ 55,638.22	\$ 59,000.00	\$ 43,898.00	\$ 58,500.00	\$ 54,515.00	\$ 68,871.00

Page 67 of 104

	Bidder 8	Bidder 9	Bidder 10	Bidder 11	Bidder 12	Bidder 13	Bidder 14
	Circle Plumbing & Heating	Triple V Contracting	JGH Plumbing & Heating	DeHart Const.	Slayden Plumbing & Heating	Sage Mechanical, LLC	First Class Plumbing & Heating
BID PROPOSAL	Bid Amount	Bid Amount	Bid Amount	Bid Amount	Bid Amount	Bid Amount	Bid Amount
Signed Proposal (Y/N)	N	Y	Y	Y	Y	Y	N
Bid Bond	Y	Y	Y	Y	Y	Y	N
							NON
							RESPONSIVE
Total Bid	\$ 52,896.00	\$ 50,777.00	\$ 87,650.00	\$ 49,350.00	\$ 75,784.02	\$ 72,228.00	\$ 104,000.00

**City of Palmer
Action Memorandum No. 17-031**

Subject: Authorize the City Manager to Execute a Contract with Dirtworks Inc., for Installation of ADA Compliant Sidewalks and a Driveway in Accordance with City of Palmer Resolution No. 17-006 and the City of Palmer 2006 Comprehensive Plan, in an Amount Not to Exceed \$79,310.00

Agenda of: April 25, 2017

Council Action: **Approved** **Amended:** _____
 Denied

Originator Information:

Originator: Director of Public Works Chris Nall

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
<u> √ </u>	Finance	<u><i>[Signature]</i></u>	<u>04/07/17</u>
_____	Fire	_____	_____
_____	Police	_____	_____
<u> √ </u>	Public Works	<u><i>[Signature]</i></u>	<u>04/07/17</u>

Approved for Presentation By:

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

Certification of Funds:

Total amount of funds listed in this legislation: \$ **79,310.00**

This legislation (√):

<input type="checkbox"/>	Creates revenue in the amount of:	\$ _____
<input checked="" type="checkbox"/>	Creates expenditure in the amount of:	\$ <u>79,310.00</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>08-40-04-6425 City Match</u>
<input type="checkbox"/>	Not budgeted		<u>08-40-04-6225 Construction</u>

Director of Finance Signature: *[Signature]*

Attachment(s):

- Bid tabulation sheet
- HDL recommendation letter
- Northstar Excavation and Asphalt Inc., bid retraction notice

Summary Statement:

Dirtworks Inc., provided the lowest responsive responsible bid for installing ADA compliant sidewalks in the downtown Palmer area. This contract will be paid with grant funds from the Alaska Transportation Alternatives Program Grant, accepted in City of Palmer Res. No 17-006, and City matching funds, and will provide additional ADA compliant sidewalk ramps and driveways in downtown Palmer.

This project was budgeted for \$115,000.00.

Administration's Recommendation:

Approval of this Action Memorandum to Authorize the City Manager to Execute a Contract with Dirtworks Inc., for Installation of ADA Compliant Sidewalks and a Driveway.

April 7, 2017

Chris Nall, Public Works Director
 City of Palmer
 231 West Evergreen Ave.
 Palmer, AK 99645

RE: Recommendation of Award
 2017 ADA Sidewalk Improvements

Dear Mr. Nall:

We have reviewed the bids submitted for the above-referenced project and have noted the following bid irregularities:

- Northstar Excavation and Asphalt incorrectly used a unit price of \$500 for bid items A-9 and B-8, Traffic Price Adjustment. This is a contingent sum item which should have been left blank at \$0. This caused a net decrease of \$1,000 to their total bid price.
- Northstar Excavation and Asphalt unit prices for “as-directed” bid items are significantly higher than bids from other contractors and historic bid prices for the same work on previous projects. HDL contacted Northstar to confirm they understood the nature of these items, and that it is possible that the final quantity for these items would be less than the quantity in the bid.

These irregularities did not change the overall bid rankings. The corrected bid totals and corresponding contractor rankings are summarized below:

Rank	Contractor	Base Bid	Add Alt 1	Total
1	Northstar Excavation and Asphalt	\$ 48,204.50	\$ 22,589.00	\$ 70,793.50
2	Dirtworks, Inc.	\$ 53,931.00	\$ 25,379.00	\$ 79,310.00
3	K&H Civil	\$ 54,895.00	\$ 30,945.00	\$ 85,840.00
4	GMG General	\$ 63,625.00	\$ 33,535.00	\$ 97,160.00
	Engineer's Estimate	\$ 73,800.00	\$ 36,340.00	\$ 110,140.00

Based on the above summary, we recommend award of the contract including the additive alternate, to Northstar Excavation and Asphalt of Palmer, Alaska. However, if Northstar withdraws their bid, we would then recommend award to Dirtworks, Inc.

Please contact us if you need anything further.

CIVIL
ENGINEERING

GEOTECHNICAL
ENGINEERING

TRANSPORTATION
ENGINEERING

ENVIRONMENTAL
SERVICES

PLANNING

SURVEYING
& MAPPING

CONSTRUCTION
ADMINISTRATION

MATERIAL
TESTING

RIGHT-OF-WAY
SERVICES

*RE: Recommendation of Award
April 7, 2017
Page 2 of 2*

Sincerely,

HDL Engineering Consultants, LLC

A handwritten signature in blue ink, appearing to read "David Lundin".

David Lundin, PE
Principal Civil & Environmental Engineer

attach: Bid Tabulation

**2017 ADA Sidewalk Improvements
Bid Summary**

	Engineer's Estimate	Northstar Excavation and Asphalt	Dirtworks, Inc.	K&H Civil	GMG General
Calculated Schedule A Total	\$ 73,800.00	\$ 48,204.50	\$ 53,931.00	\$ 54,895.00	\$ 63,625.00
As-submitted Schedule A Total	\$ 73,800.00	\$ 48,704.50	\$ 53,931.00	\$ 54,895.00	\$ 63,625.00
Difference Base Bid	\$ -	\$ (500.00)	\$ -	\$ -	\$ -
Calculated Schedule B Total	\$ 36,340.00	\$ 22,589.00	\$ 25,379.00	\$ 30,945.00	\$ 33,535.00
As-submitted Schedule B Total	\$ 36,340.00	\$ 23,089.00	\$ 25,379.00	\$ 30,945.00	\$ 33,535.00
Difference Additive Alternate	\$ -	\$ (500.00)	\$ -	\$ -	\$ -
Calculated Total Bid (Sch A + Sch B)	\$ 110,140.00	\$ 70,793.50	\$ 79,310.00	\$ 85,840.00	\$ 97,160.00
As-submitted Total Bid	\$ 110,140.00	\$ 71,793.50	\$ 79,310.00	\$ 85,840.00	\$ 97,160.00
Difference Total Bid	\$ -	\$ (1,000.00)	\$ -	\$ -	\$ -
Acknowledged Addenda	-	none	none	none	none
Bid Proposal signed	-	yes	yes	yes	yes
5% Bid Bond or \$1,000. Whichever is less.	-	yes	yes	yes	yes
Bidder Qualification Form	-	yes	yes	no	yes

2017 ADA Sidewalk Improvements Bid Summary

Schedule A - BASE BID - Sidewalk Improvements

Bid Item No.	Item Description	Bid Quantity	Unit	Engineer's Estimate		Northstar Paving and Excavation		Dirtworks, Inc.		K&H Civil		GMG General	
				Unit Price	Bid Value	Unit Price	Bid Value	Unit Price	Bid Value	Unit Price	Bid Value	Unit Price	Bid Value
A-1	Unusable Excavation, (Addl as Directed)	21	CY	\$ 60.00	\$ 1,260.00	\$ 370.00	\$ 7,770.00	\$ 43.00	\$ 903.00	\$ 90.00	\$ 1,890.00	\$ 40.00	\$ 840.00
A-2	Type II-A Classified Fill and Backfill, (Addl as Directed)	42	Ton	\$ 70.00	\$ 2,940.00	\$ 243.00	\$ 10,206.00	\$ 28.00	\$ 1,176.00	\$ 80.00	\$ 3,360.00	\$ 60.00	\$ 2,520.00
A-3	P.C.C. Curb and Gutter, Type 1,3,4	251	LF	\$ 100.00	\$ 25,100.00	\$ 21.40	\$ 5,371.40	\$ 42.00	\$ 10,542.00	\$ 65.00	\$ 16,315.00	\$ 95.00	\$ 23,845.00
A-4	P.C.C. Sidewalk 4" Thick	10	SY	\$ 170.00	\$ 1,700.00	\$ 48.15	\$ 481.50	\$ 288.00	\$ 2,880.00	\$ 225.00	\$ 2,250.00	\$ 150.00	\$ 1,500.00
A-5	P.C.C. Sidewalk 6" Thick	72	SY	\$ 190.00	\$ 13,680.00	\$ 69.55	\$ 5,007.60	\$ 155.00	\$ 11,160.00	\$ 150.00	\$ 10,800.00	\$ 180.00	\$ 12,960.00
A-6	P.C.C. Curb Ramp (With Detectable Warning Tile)	4	Each	\$ 4,000.00	\$ 16,000.00	\$ 2,675.00	\$ 10,700.00	\$ 2,200.00	\$ 8,800.00	\$ 3,000.00	\$ 12,000.00	\$ 4,500.00	\$ 18,000.00
A-7	A.C. Pavement (Class E, 3" thickness)	16	SY	\$ 195.00	\$ 3,120.00	\$ 303.00	\$ 4,848.00	\$ 145.00	\$ 2,320.00	\$ 80.00	\$ 1,280.00	\$ 60.00	\$ 960.00
A-8	Traffic Maintenance	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 3,820.00	\$ 3,820.00	\$ 16,150.00	\$ 16,150.00	\$ 7,000.00	\$ 7,000.00	\$ 3,000.00	\$ 3,000.00
A-9	Traffic Price Adjustment	1	CS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Schedule A - Total				\$ 73,800.00		\$ 48,204.50		\$ 53,931.00		\$ 54,895.00		\$ 63,625.00	
As-submitted Total				\$ 73,800.00		\$ 48,704.50		\$ 53,931.00		\$ 54,895.00		\$ 63,625.00	

2017 ADA Sidewalk Improvements Bid Summary

Schedule B - ADD ALT - Sidewalk Improvements

Bid Item No.	Item Description	Bid Quantity	Unit	Engineer's Estimate		Northstar Paving and Excavation		Dirtworks, Inc.		K&H Civil		GMG General	
				Unit Price	Bid Value	Unit Price	Bid Value	Unit Price	Bid Value	Unit Price	Bid Value	Unit Price	Bid Value
B-1	Unusable Excavation, (Addl as Directed)	11	CY	\$ 60.00	\$ 660.00	\$ 370.00	\$ 4,070.00	\$ 43.00	\$ 473.00	\$ 90.00	\$ 990.00	\$ 40.00	\$ 440.00
B-2	Type II-A Classified Fill and Backfill, (Addl as Directed)	22	Ton	\$ 70.00	\$ 1,540.00	\$ 243.00	\$ 5,346.00	\$ 30.00	\$ 660.00	\$ 80.00	\$ 1,760.00	\$ 60.00	\$ 1,320.00
B-3	P.C.C. Curb and Gutter, Type 1,3,4	133	LF	\$ 100.00	\$ 13,300.00	\$ 21.40	\$ 2,846.20	\$ 42.00	\$ 5,586.00	\$ 65.00	\$ 8,645.00	\$ 95.00	\$ 12,635.00
B-4	P.C.C. Sidewalk 4" Thick	26	SY	\$ 170.00	\$ 4,420.00	\$ 48.15	\$ 1,251.90	\$ 164.00	\$ 4,264.00	\$ 225.00	\$ 5,850.00	\$ 150.00	\$ 3,900.00
B-5	P.C.C. Sidewalk 6" Thick	18	SY	\$ 190.00	\$ 3,420.00	\$ 69.55	\$ 1,251.90	\$ 172.00	\$ 3,096.00	\$ 150.00	\$ 2,700.00	\$ 180.00	\$ 3,240.00
B-6	P.C.C. Curb Ramp (With Detectable Warning Tile)	2	Each	\$ 4,000.00	\$ 8,000.00	\$ 2,675.00	\$ 5,350.00	\$ 2,400.00	\$ 4,800.00	\$ 3,000.00	\$ 6,000.00	\$ 4,500.00	\$ 9,000.00
B-7	Traffic Maintenance	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 2,473.00	\$ 2,473.00	\$ 6,500.00	\$ 6,500.00	\$ 5,000.00	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00
B-8	Traffic Price Adjustment	1	CS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Schedule A - Total					\$ 36,340.00		\$ 22,589.00		\$ 25,379.00		\$ 30,945.00		\$ 33,535.00
As-submitted Total					\$ 36,340.00		\$ 23,089.00		\$ 25,379.00		\$ 30,945.00		\$ 33,535.00



NORTH STAR EXCAVATION & ASPHALT, INC.

1150 S. Colony Way • Suite #3 POB 574 • Palmer, AK 99645

(907) 745-1112 Corporate Office • (907) 745-1112 Facsimile

Proposal of Contract

PROPOSAL SUBMITTED TO: City of Palmer	DATE OF PROPOSAL: 4-7-17
STREET ADDRESS:	PHONE:
CITY, STATE, ZIP CODE:	JOB ADDRESS OR LOCATION: 17-03PW

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.

APPROXIMATE QUANTITY	PRICE PER SQUARE FOOT
----------------------	-----------------------

To the City of Palmer regarding project number 17-03PW ADA sidewalk repair. Northstar Exc & Asphalt had an error in its bid and will be retracting the bid as of 4-7-2017.

Joey Dowd

We propose hereby to furnish material and labor - complete in accordance with above specification, for the sum of:

Dollars (\$ _____)

Payment in full on completion of project. Accounts dating 30 days after completion are considered past due and are subject to 11/2% interest per month (18% per annum) and an Accounting Charge of \$15.00 plus all collecting fees and attorney fees. At job completion, if payment is not made in full by agreement of contract, consider this as notice of intent to lien.

GUARANTEE - North Star Excavation & Asphalt, Inc. guarantees all asphalt pavement against defect in materials and workmanship for one year after completion. Guarantee does not apply to frost heaves, earthquake movement, tire marks, or surface impairments during seasonal high temperatures, organic matter or poor sub-base material, poor compaction due to excessive moisture or mud content or frozen sub soil, 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.

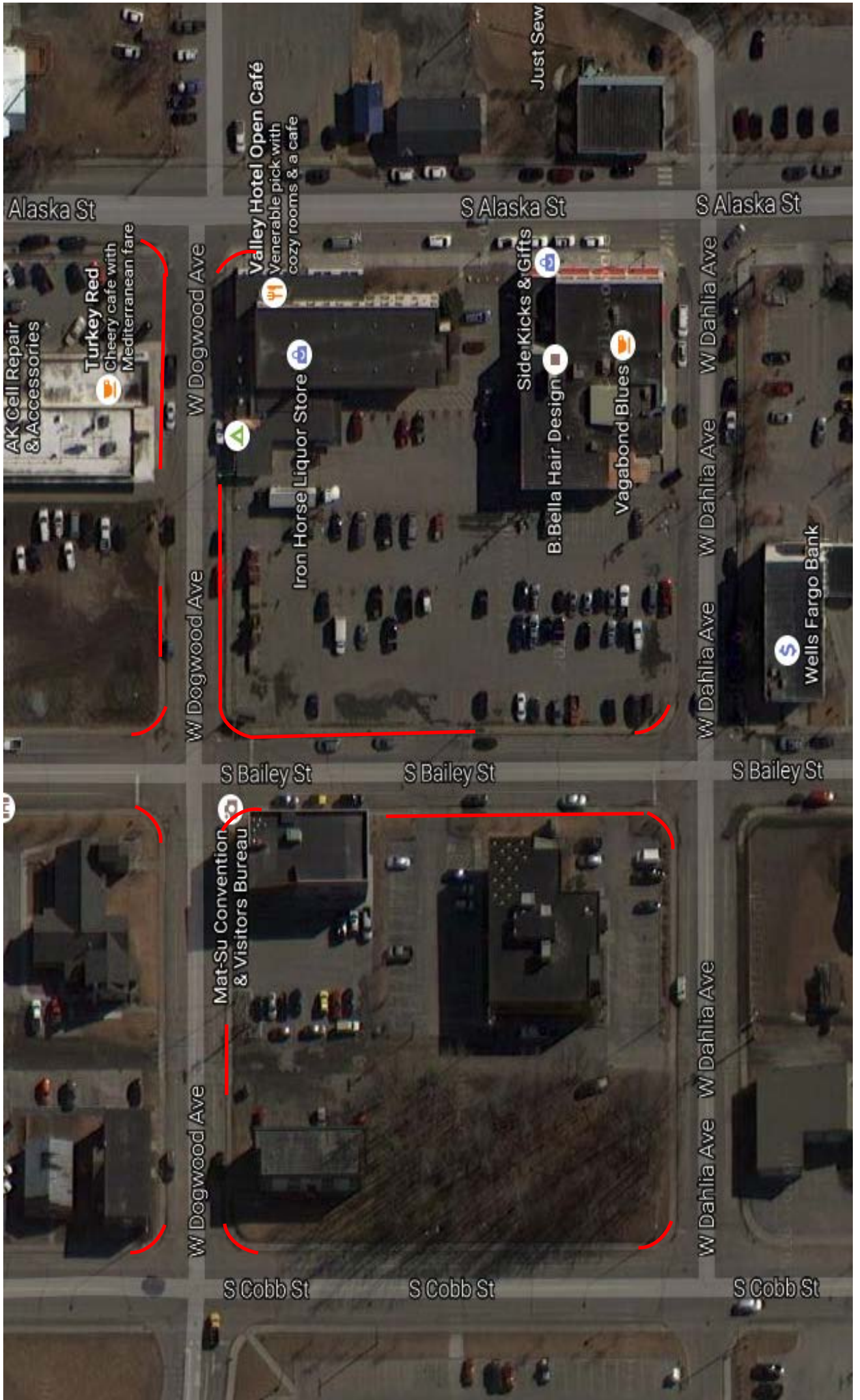
Authorized Signature: _____

Note: This proposal may be withdrawn by us if not accepted within _____ days.

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

Date of acceptance: _____ Signature: _____

Excavation • Paving • Grading • Sand • Gravel



**City of Palmer
Action Memorandum No. 17-032**

Subject: Approve a Council Community Grant in the Amount of \$2000.00 to Downtown Merchants Association to Support the April 28-29, 2017, Community Event: "Who Let the Girls Out"


Agenda of: April 25, 2017

Council Action: **Approved** **Amended:** _____
 Denied




Originator Information:

Originator: City Manager Nathan Wallace

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
X	Finance		04/07/17
_____	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: \$ 2000.00

This legislation (√):

<input type="checkbox"/>	Creates revenue in the amount of:	\$ _____
X	Creates expenditure in the amount of:	\$ <u>2000.00</u>
<input type="checkbox"/>	Creates a saving in the amount of:	\$ _____
<input type="checkbox"/>	Has no fiscal impact	

Funds are (√):

X	Budgeted	Line item(s): <u>01-02-10-6068</u>
<input type="checkbox"/>	Not budgeted	_____

Director of Finance Signature: 

Attachment(s):

- Community Council Grant Application-WLTGO
- Grant Score Sheet

Summary Statement:

Josh Fryfogle on behalf of the Downtown Palmer Merchants Association is requesting a \$2,000.00 grant to help finance the 7th Annual “Who Let the Girls Out” (WLTGO) in Palmer on April 28 and 29, 2017. The event is conducted in Palmer and this year is encouraging businesses in the Greater Palmer Area to participate in the event downtown as well.

The event is expected to bring in more than 2,500 people participating in the Palmer community over the weekend.

The organization will conduct an impact survey along with a “passport” that encourages visits to all events/venues which will be collected to verify numbers of participants.

WLTGO has received grant funding from Palmer in the past. As a community event there is no limit to how many times a grant may be funded.

In February 2015, the City Council adopted Ordinance 14-043 which established the Council Community Grant program. The Council also approved \$10,000.00 in Council Discretionary Funds for 2017 that would finance approved Council grants.

Legislation #	Organization	Amount	Date Approved
	Palmer High School-Rockin’ Hockey	\$465	2/28/17
	Mayor’s Green Day Gallup	\$1000	3/14/17
	Hatcher Pass Avalanche Center	\$2000	3/14/17
	Who Let The Girls Out		
	Total 2017 Grants approved prior :	\$3465	

Administration’s Recommendation:

Approve Action Memorandum No. 17-032 to Approve a Council Community Grant in the Amount of \$2000.00 to Downtown Merchants Association to Support the Community Event: “Who Let the Girls Out”

Project Name: Who Let The Girls Out

Reviewer Name: Nathan Wallace

Date: 4/7/2017

Qualification Pre-Check

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

- X Event must be accessible to all members of the community.
- X Event must take place within Palmer city limits or within one mile of city limits.
- X Event has received funding from the City in the past. List the years funding was received: 2012-\$500 2014-\$1000/ 2016-\$2000
- If event was supported by a City grant in the past, the post event report from the previous event is complete.

		Application Elements	Expectations	Points Earned	
101-76-88-06e- Page-83-of-104	Accessibility & Strategic Priorities	10 pts	7 pts.	3-0 pts	
		The application clearly states the economic benefits and the reader/evaluator easily understands the benefits to the community and residents of the City.	The application states the benefits, however it is not clear and/or the reviewer/evaluator must assume or use reason to determine the benefits to the community and residents of the City.	The application does not clearly demonstrate the benefits and/or the reader/evaluator cannot determine through reasoning the benefits to the community or residents of the City.	10
		The application clearly addresses how the project meets one or more of the City's Economic Development Strategic Priorities.	The application attempts to address how the project meets one or more of the City's Economic Development Strategic Priorities; however, the reviewer/evaluator must assume or use reason to determine how the project is addressing a strategic priority(s).	The application does not clearly demonstrate how the project is addressing a strategic priority and/or the reader/evaluator cannot determine through reasoning how the project is addressing a strategic priority.	10
	Fiscal	The application clearly states how much financial or in-kind services are being requested for the project.	The application contains information regarding financial and/or in-kind services as part of the project; however, it is not clear and the reviewer/evaluator must assume or use reason to determine what is being requested.	The application does not clearly state what is being requested and/or the reviewer/evaluator cannot determine through reasoning.	7
		The application includes a project budget which demonstrates sound fiscal practices and reviewer/evaluator can easily understand.	The application includes a project budget; however, the reviewer/evaluator has questions or has to use reason to understand the overall budget for the project.	The application does not include a project budget or the reviewer/evaluator cannot understand and/or has significant concerns about the budget as presented.	7
	Benefit	The application clearly states how the community will benefit as a result of the event.	The application states the degree of benefits; however, it is not clear and the reviewer/evaluator must assume or use reason to determine the how the community will benefit as a result of this grant.	The application does not clearly demonstrate the degree of benefits and/or the reviewer/evaluator cannot determine the how the community will benefits as a result of this grant.	10
	Reporting	The application clearly states how and when the City will receive a post event report on this project.	The application attempts to address how a post event report will be given to the City; however it is unclear and the reviewer/evaluator must assume or use reason to determine how and when the report will be presented.	The application does not attempt to address how a post event report will be given to the City or the reviewer/evaluator cannot determine how the report will be presented.	3
	Total:				47/60



City of Palmer • City Manager's Office

231 W. Evergreen Avenue • Palmer, AK 99645

Phone: 907-745-3271 Fax: 907-745-0930

Council Community Grant

The City of Palmer recognizes the valued contributions being provided through the volunteer efforts of community organizations, agencies, and individuals on behalf of its citizens. Community grant funding demonstrates Council's commitment to programs, services, projects and events that are benefits to the community while at the same time recognizing the financial constraints impacting the City's ability to provide funding.

The objectives of the City of Palmer Council Community Grant are:

- to provide modest levels of support and assistance to help foster and develop community programs, services, projects, and events that enhance the greater Palmer community's cultural and economic environment; and
- to treat all organizations fairly and consistently while creating a minimal administrative process.

Applicant eligibility

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

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

1. Program, service, project or event must primarily benefit the community and residents of Palmer.
2. Program, service, project or even has City wide significance and is expected to bring economic and/or public relations benefit to the City.
3. Grant applicants should be able to demonstrate active fundraising efforts to support the continuation of the program, service, project or event. The City grant should not be considered as the primary source of funding for the organization.
4. Funding requests can be defined as programs, services, projects and events that economically benefit Palmer by supporting, sustaining, promoting, informing, educating, celebrating, preserving and/or providing access to the arts, culture, environment, heritage, recreation and/or health activities.
5. To qualify for funding, the group must demonstrate its commitment to all of the following principles:
 - a. Program, service, project or event is open – accessible – to all members of the community;
 - b. Program, service, project or event must take place within the Palmer city limits or within one mile of the city limits;
 - c. Program, service, project or event is effective in providing an economic benefit to Palmer;
 - d. applicant is accountable through sound management and financial practices;
 - e. Individuals are not eligible.

Project Scope of Work

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

Eligibility

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

Matching Funding Source

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

Community Benefit

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

Detailed Budget

Revenue:

Source:	Cash	In-Kind	Total
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
Totals	\$ _____	\$ _____	\$ _____

Expenditures:

Item/Service:	Cash	In-Kind	Total
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
Totals	\$ _____	\$ _____	\$ _____

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

Applicant signature:

Josh JF

Date:

4/5/17

For Office Use Only

Date received by Manager's Office: _____

City Council agenda date: _____

Action Memorandum No.: _____

City Council:

Approved

Denied

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

**City of Palmer
Resolution No. 17-017**

Subject: Supporting the Engine 557 Restoration Company Preservation and Restoration of Engine 557 and Rail Infrastructure in Palmer

Agenda of: April 23, 2017

Council Action: **Approved** **Amended:** _____
 Denied




Originator Information:

Originator: City Manager Wallace

Department Review:

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

Approved for Presentation By:

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

Certification of Funds:


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

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):

- Resolution No. 17-017

Summary Statement:

The Engine 557 Restoration Company, an Alaskan 501 (c)(3) Nonprofit Corporation, is in the final stages of restoring Engine 557 to an operating steam locomotive. 557 was the last steam locomotive to operate in Alaska.

Once 557 is operational, the company is seeking a place to test and operate in a limited capacity initially on railroad in the Matanuska-Susitna Valley. They have a limited use agreement with the Alaska Railroad Company (ARRC) to operate on the tracks that run between the Alaska State Fairgrounds and the Palmer Depot.

They also seek to operate on the Palmer Rail Spur that runs from the ARRC mainline to the Warren "Bud" Woods Palmer Municipal Airport. This spur is open to all rail operators through an agreement between the City of Palmer, ARRC and the Federal government.

This resolution of support does not pledge any financial contribution to the Engine 557 Restoration Company.

Administration's Recommendation:

Approve Resolution No. 17-017 Supporting the Engine 557 Restoration Company Preservation and Restoration of Engine 557 and Rail Infrastructure in Palmer

Introduced by: Council Member Best and
Council Member Carrington
Date: April 25, 2017
Action:
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

Resolution No. 17-017

A Resolution of the Palmer City Council Supporting the Engine 557 Restoration Company Preservation and Restoration of Engine 557 and Rail Infrastructure in Palmer

WHEREAS, over the last 50 years, many of the vestiges of Alaska’s history as a vibrant railroad state have faded or been lost; and

WHEREAS, the Engine 557 is a symbol and an example to educate new generations about Alaska’s railroad history; and

WHEREAS, the city of Palmer railroad Depot was established in 1915 and represents a place of significance in Alaska’s railroad history.

WHEREAS, the Engine 557 Restoration Company and the Alaska Railroad Corporation have a limited use agreement for the track from the Alaska State Fairgrounds to the Depot in the city of Palmer; and

WHEREAS, the Engine 557 Restoration Company also seeks to operate on the Palmer Rail Spur that runs from the Alaska Railroad Corporation mainline to the Warren “Bud” Woods Palmer Municipal Airport.

NOW, THEREFORE, BE IT RESOLVED the Palmer City Council hereby fully supports the Engine 557 Restoration Company’s efforts to restore Engine 557 and the preservation and rehabilitation of the existing rail infrastructure within and connecting to the City of Palmer.

Approved by the City Council of the City of Palmer, Alaska, this ____ day of _____, 2017.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk

**City of Palmer
Resolution No. 17-018**

Subject: A Resolution of the Palmer City Council Encouraging Congress to Create a Reliable, Predictable Stream of Resources to Address Deferred Maintenance Needs in America's National Park System

Agenda of: April 25, 2017

Council Action: **Approved** **Amended:** _____
 Denied




Originator Information:

Originator: City Manager Nathan Wallace

Department Review:

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

Approved for Presentation By:

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

Certification of Funds:


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

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):

- Resolution No. 17-018
- Pew Trust Deferred Maintenance Brochure
- Denali National Park economic impact

Summary Statement:

The National Park System protects more than 400 natural, historic, cultural, and recreational sites in all 50 states, the District of Columbia, and several U.S. territories.

In 2016, as the National Park Service (NPS) celebrates its 100th anniversary, many of these cherished places are showing signs of age: crumbling roads and bridges; neglected historic buildings; eroding trails; and deteriorating electrical, water, and sewage systems. Decades of congressional underfunding, combined with the inherent challenges of maintaining aging infrastructure and diverse properties, has led to an estimated \$12 billion backlog of deferred maintenance projects, and the price tag for addressing high-priority assets is nearly \$2.4 billion.

The NPS needs reliable resources to satisfy its congressional mandate to protect and conserve these scenic, natural, and historic places in perpetuity. Parks with poorly maintained infrastructure or closed facilities can detract from visitors' experiences—and from spending in the gateway communities, many of which depend on park-related revenue. In 2015, NPS sites recorded 307 million visits, and park guests spent almost \$17 billion in nearby cities and towns. That spending supported 295,300 jobs and contributed \$32 billion in economic activity nationwide.

The NPS needs guaranteed annual funding to address its maintenance needs so that future generations can enjoy and learn from our national treasures.

Palmer benefits from visitors to the state that have Denali on their destination list. Over 20,000 visitors stopped at the Palmer Museum in 2016. Many of those were headed to or from Denali National Park.

Administration's Recommendation:

Approve Resolution No. 17-018 of the Palmer City Council Encouraging Congress to Create a Reliable, Predictable Stream of Resources to Address Deferred Maintenance Needs in America's National Park System

Introduced by: Mayor DeVries
Date: April 25, 2017
Action:
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

Resolution No. 17-018

A Resolution of the Palmer City Council Encouraging Congress to Create a Reliable, Predictable Stream of Resources to Address Deferred Maintenance Needs in America's National Park System

WHEREAS, America's National Park System is a living testament to our citizens valor, our nation's hardships, our victories, and our traditions as Americans, and has been called "America's Best Idea;" and

WHEREAS, the National Park System preserves the diversity, culture, and heritage of all Americans, and serves as a living classroom for future generations; and

WHEREAS, in 2016, the National Park Service is celebrating its centennial and currently manages more than 400 nationally significant sites and an invaluable collection of more than 75,000 natural and cultural assets that span 84 million acres across all 50 states, the District of Columbia, and several U.S. territories and insular areas; and

WHEREAS, Alaska is home to 24 national park units, including Glacier Bay National Park and Preserve, Katmai National Park and Preserve, Klondike Gold Rush National Historical Park, Wrangell-St. Elias National Park and Preserve, and Denali National Park and Preserve. Palmer is an anchor community to Denali National Park and Preserve and benefits greatly from the tourism associated with visitors to the park; and

WHEREAS, the National Park Service's mission is "to conserve the scenery and the natural and historic objects and the wild life therein and to provide for the enjoyment of the same in such manner and by such means as will leave them unimpaired for the enjoyment of future generations;" and

WHEREAS, in 2015, the National Park System had more than 307 million visits, with 2.6 million in national parks in Alaska, and over 560,000 to Denali National Park and Preserve; and

WHEREAS, in 2015, National Park Service estimates indicate that park visitors spent almost \$1.2 billion in Alaska in the local communities adjacent to national parks, including over \$567 million in the communities enroute to and surrounding Denali National Park and Preserve; and

WHEREAS, the City of Palmer is a tourist destination for thousands annually along the travelled route to Denali National Park as well as a gateway to local destinations related to activity in and around Denali National Park; and

WHEREAS, the National Park Service has the obligation to preserve our nation's history; promote access to national parks for all citizens; stimulate revenue to sustain itself and nearby communities; educate the public about America's natural, cultural and historical resources, and provide safe facilities and environs to enjoy these resources; and

WHEREAS, in 2016, the National Park Service estimated a deferred maintenance backlog of nearly \$12 billion, over \$117 million in Alaska, and \$53 million at Denali National Park and Preserve, which includes repairs to aging historical structures, trails, sewers, thousands of miles of roads, bridges, tunnels, and other vital infrastructure; and

WHEREAS, it is the responsibility of Congress to maintain America's national parks to ensure our natural places and our history is preserved and documented for future generations, and for the adjacent communities that rely on the direct and indirect economic benefits generated by visits to national park sites.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF PALMER that the City of Palmer urges Congress to create a reliable, predictable stream of resources to address deferred maintenance needs in America's National Park System.

BE IT FURTHER RESOLVED that the City Clerk is directed to forward a copy of this resolution to the Alaska congressional delegation.

Approved by the City Council of the City of Palmer, Alaska, this ____ day of _____, 2017.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk



National Parks Require Restoration

A look at the infrastructure needs of the nation's treasured sites

Overview

The National Park System protects more than 400 natural, historic, cultural, and recreational sites in all 50 states, the District of Columbia, and several U.S. territories.

In 2016, as the National Park Service (NPS) celebrates its 100th anniversary, many of these cherished places are showing signs of age: crumbling roads and bridges; neglected historic buildings; eroding trails; and deteriorating electrical, water, and sewage systems. Decades of congressional underfunding, combined with the inherent challenges of maintaining aging infrastructure and diverse properties, has led to an estimated \$12 billion backlog of deferred maintenance projects, and the price tag for addressing high-priority assets is nearly \$2.4 billion.¹

The NPS needs reliable resources to satisfy its congressional mandate to protect and conserve these scenic, natural, and historic places in perpetuity. Parks with poorly maintained infrastructure or closed facilities can detract from visitors' experiences—and from spending in the gateway communities, many of which depend on park-related revenue. In 2015, NPS sites recorded 307 million visits,² and park guests spent almost \$17 billion in nearby cities and towns. That spending supported 295,300 jobs and contributed \$32 billion in economic activity nationwide.³

The NPS needs guaranteed annual funding to address its maintenance needs so that future generations can enjoy and learn from our national treasures.

P.A.R.K.S.: Addressing deferred maintenance for the future

- **P—Preservation**

Our national history must be preserved and protected.

- **A—Access**

Roads, bridges, trails, and historical buildings need repairs to ensure that visitors can access and experience the parks.

- **R—Revenue**

Deferred maintenance detracts from visitors' experiences, jeopardizing the billions in revenue that national park sites provide for adjacent communities and states.

- **K—Kids**

Our park sites must be well cared for so that our youth can enjoy and learn from them.

- **S—Safety**

Aging infrastructure and building code issues need to be addressed so that visitors have a safe experience.

The Pew Charitable Trusts works with the National Park Conservation Association, the National Trust for Historic Preservation, and other national and local groups to ensure that our national park resources are maintained and protected for future generations to enjoy.

Endnotes

- 1 National Park Service, "NPS Deferred Maintenance Reports," accessed Aug. 19, 2016, <https://www.nps.gov/subjects/plandesignconstruct/defermain.htm>.
- 2 National Park Service, "National Park Service Certifies 2015 Visitation at 307 Million: Reports Annual Top 10 Lists and Other Highlights," news release, accessed Aug. 19, 2016, <https://www.nps.gov/aboutus/news/release.htm?id=1784>.
- 3 National Park Service, "Visitor Spending Effects," accessed Aug. 19, 2016, <https://www.nps.gov/subjects/socialscience/vse.htm>.
- 4 National Park Service, "National Park Visitor Spending Contributes \$32 Billion to Economy: Every public dollar invested in National Park Service returns \$10," news release, accessed Aug. 19, 2016, <https://www.nps.gov/aboutus/news/release.htm?id=1821>
- 5 Ibid.
- 6 National Park Service, "National Park Service Certifies."

For further information, please visit:

pewtrusts.org/NationalParks

Contact: Monique O'Grady, communications officer

Email: mogrady@pewtrusts.org

Project website: pewtrusts.org/NationalParks

Contact: Marcia Argust, director

Email: margust@pewtrusts.org

Project website: pewtrusts.org/NationalParks

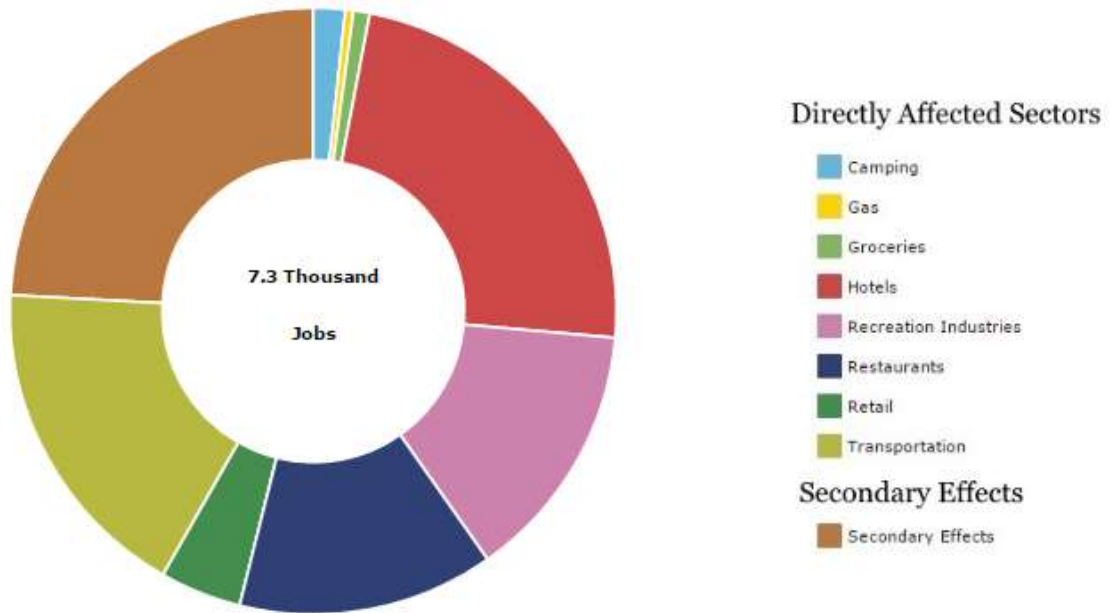
The Pew Charitable Trusts is driven by the power of knowledge to solve today's most challenging problems. Pew applies a rigorous, analytical approach to improve public policy, inform the public, and invigorate civic life.

Denali National Park & Preserve

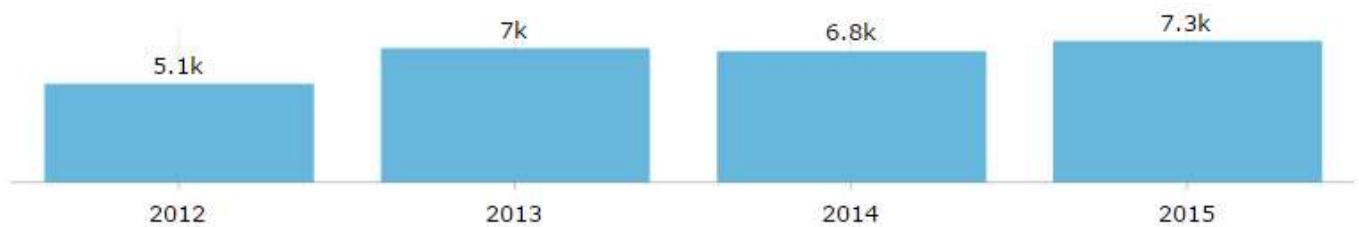
In 2015, park visitors spent an estimated \$567.2 Million in local gateway regions while visiting Denali National Park & Preserve. These expenditures supported a total of 7.3 Thousand jobs, \$269.2 Million in labor income, \$499.1 Million in value added, and \$810.3 Million in economic output in local gateway economies surrounding Denali National Park & Preserve.

- Visitor Spending
- Jobs
- Labor Income
- Value Added
- Economic Output

Click on a Park for more information or select a Park:



Total Jobs Contributed to Denali National Park & Preserve Gateway Economies



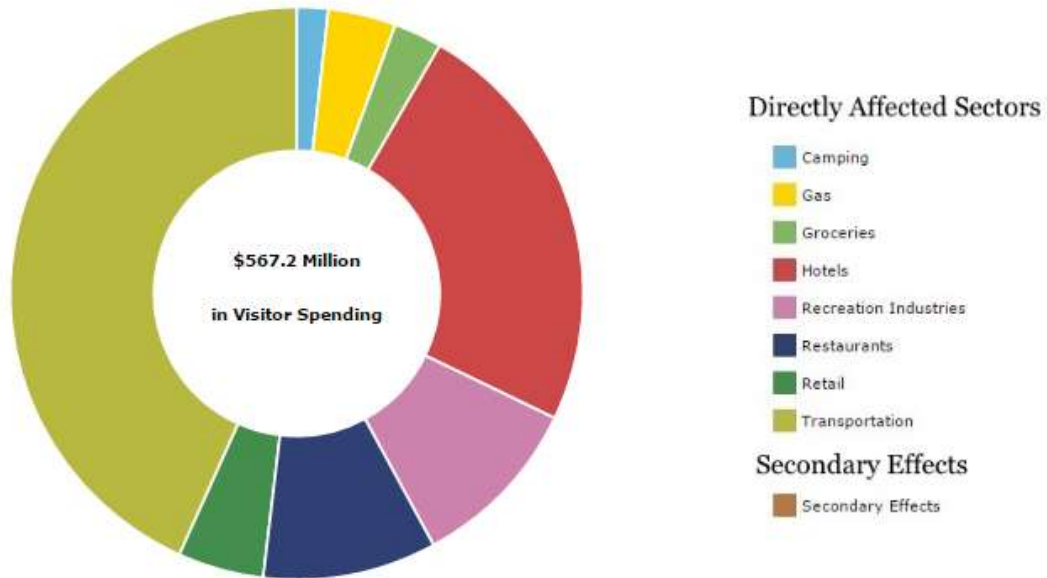
Jobs	7,300
Camping	124
Hotels	1,700
Restaurants	997
Recreation Industries	1,000
Secondary Affects	1,800
Retail	317
Transportation	1,300

Denali National Park & Preserve

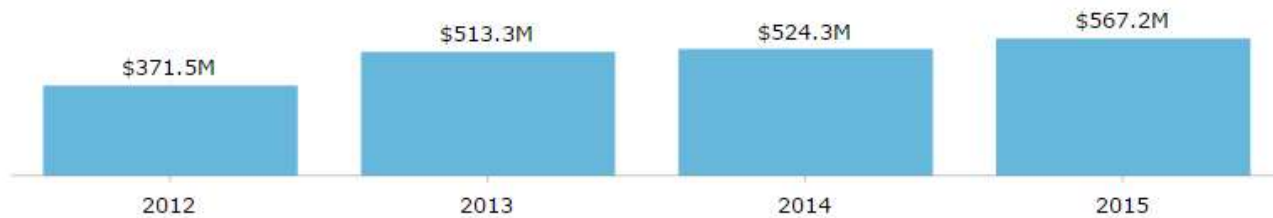
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- Visitor Spending
- Jobs
- Labor Income
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- Economic Output

Click on a Park for more information or select a Park:



Total Visitor Spending (Denali National Park & Preserve)



Spending	\$567 million
Camping	\$10 million
Gas	\$22 million
Groceries	\$16 million
Hotels	\$135 million
Recreation Industries	\$56 million
Restaurants	\$55 million
Retail	\$28 million
Transportation	\$255 million

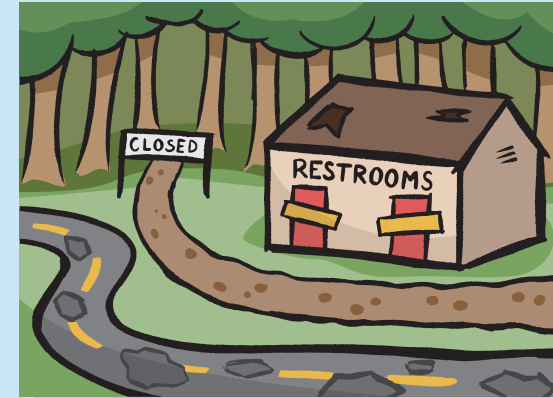
Source: <https://www.nps.gov/subjects/socialscience/vse.htm>

An Overview of Deferred Maintenance Issues in the National Park System



What

The National Park Service, and some of the infrastructure it oversees, is 100 years old. It requires reliable annual federal funding to protect the parks for future generations. Rangers need to restore historic sites; preserve visitor access via well-maintained roads, trails, and bridges; and ensure that buildings and electrical, sewer, and water systems are up to date and safe.



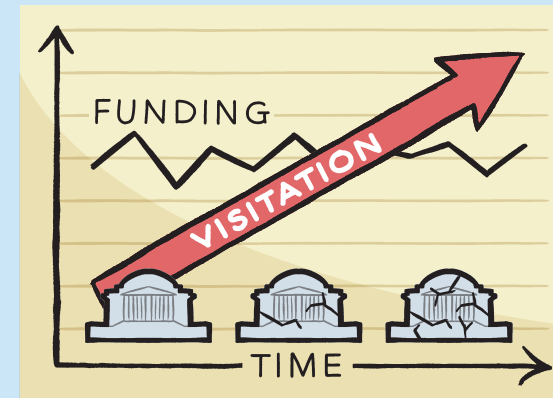
Problem

The NPS lacks adequate funding to make needed repairs, which it estimates will cost \$12 billion. The 2015 deferred maintenance list includes eroding trails, broken restrooms, crumbling roads and bridges, neglected historic buildings, breached water mains, and leaking sewer pipes. Failing to make critical repairs could harm historic and natural resources, and visitors' experiences.



Where

The 400-plus national parks are home to natural wonders such as the Grand Canyon and Great Smoky Mountains; historic places such as Gettysburg National Military Park and the Selma to Montgomery National Historic Trail; urban sites such as the Golden Gate and Boston Harbor Islands national recreation areas; and cultural sites such as Mesa Verde National Park.



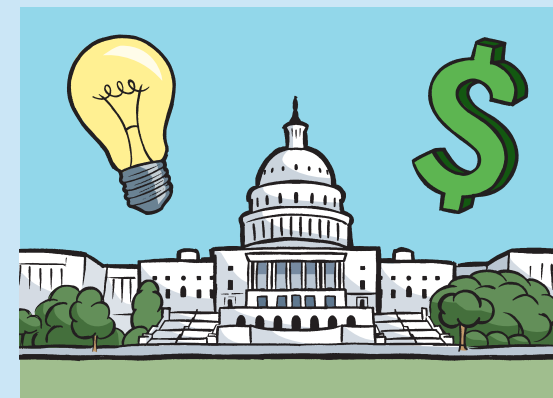
Why

The NPS' challenges include years of congressional underfunding that make it difficult to maintain and protect its 75,000 assets, such as buildings, cultural sites, and roads; increased wear and tear—in 2015, park sites received more than 307 million visits;⁶ and aging infrastructure that has exceeded its life span.



Benefits

The national parks provide recreation, environmental, health, and educational benefits and serve as economic drivers for local communities. For every dollar invested in the NPS, \$10 is returned to cities and towns.⁴ Park visitors spent an estimated \$16.9 billion in gateway communities in 2015, supporting 295,300 jobs and \$32 billion in economic activity nationwide.⁵



Solutions

Congress needs to ensure that the NPS has the necessary resources to protect our national treasures in perpetuity. A successful plan should include dedicated federal funding, innovative policy reforms, allocation of more Highway Trust Fund dollars to park infrastructure, and expanded opportunities for public-private partnerships.



