

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

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

**City of Palmer, Alaska**  
**Regular City Council Meeting**  
**June 13, 2023, at 6:00 PM**  
City Council Chambers  
231 W. Evergreen Avenue, Palmer  
[www.palmerak.org](http://www.palmerak.org)

## **AGENDA**

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

### **B. ROLL CALL**

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

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

1. Approval of Consent Agenda
2. Approval of Minutes of Previous Meetings
  - A. May 23, 2023, Regular Meeting

### **E. COMMITTEE OF THE WHOLE – Resolution No. 23-013, with invited guest Jackson Fox, Executive Director of the Fairbanks Metropolitan Area Transportation System**

### **F. COMMUNICATIONS AND APPEARANCE REQUESTS**

1. Proclamation – Recognizing June 14, 2023, as Flag Day
2. Presentation- Alaska Scottish Highland Games, Jeni McDaniel, Executive Director
3. Proclamation – Recognizing June 19, 2023, as Juneteenth in Palmer, Alaska

### **G. REPORTS**

1. City Manager’s Report
2. Mayor’s Report
3. City Clerk’s Report
4. City Attorney’s Report

### **H. AUDIENCE PARTICIPATION**

### **I. PUBLIC HEARINGS**

1. **Resolution No. 23-013:** In Support of The Designation of The Mat-Su Valley Planning For Transportation (MVP For Transportation) as the Metropolitan Planning Organization (MPO) of the Mat-Su Area, Formation of the MVP as an Independent Organization and Provide for Membership in the MPO and as a Member of the Board of Directors
2. **Resolution No. 23-017:** Authorizing the City Manager to Accept and Appropriate \$5,000 From Thrive Mat-Su and United Way of Mat-Su to Support the Palmer Police Department Bicycle Patrol Unit
3. **Resolution No: 23-018:** A Resolution of the Palmer City Council Supporting the Palmer Parks & Recreational Advisory Board and Funding a Concept Development Plan for a Veterans/First Responders Memorial Wall

### **J. ACTION MEMORANDA**

1. **Action Memorandum No. 23-030:** Approving a Request from Arctic Winter Games 2024 to

Waive Facility Use Fees up to \$32,205 for the Usage of the MTA Events Center and the Palmer Train Depot during March of 2024

2. **Action Memorandum No. 23-038:** Authorizing the City Manager to Dispose of Surplus City Wastewater Equipment (Dredge) Valued at More than \$10,000

**K. UNFINISHED BUSINESS**

**L. NEW BUSINESS**

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

**N. AUDIENCE PARTICIPATION**

**O. EXECUTIVE SESSION**

**Subjects That Tend to Prejudice the Reputation and Character of Any Person – City Manager Evaluation – (Note: Action may be taken by the Council following the Executive Session)**

**P. COUNCIL MEMBER COMMENTS**

**Q. ADJOURNMENT**

**Tentative Future Palmer City Council Meetings**

<b>Meeting Date</b>	<b>Meeting Type</b>	<b>Time</b>	<b>Notes</b>
<b>June 27, 2023</b>	Regular	6 pm	
<b>July 11, 2023</b>	Regular	6 pm	
<b>July 25, 2023</b>	Regular	6 pm	

**A. CALL TO ORDER**

A regular meeting of the Palmer City Council was held on May 23, 2023, at 6:00 p.m. in the Council Chambers, Palmer, Alaska. Mayor Carrington called the meeting to order at 6:00 p.m.

**B. ROLL CALL**

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

Mayor Steve Carrington, Deputy Mayor Pam Melin, Joshua Tudor, Thomas Ojala IV, Richard W. Best, John Alcantra, and Carolina Anzilotti

Staff in attendance:

- Shelly M. Acteson, CMC, City Clerk
- Holly Dubose, Deputy City Clerk
- Sarah Heath, City Attorney
- Jude Bilafer, Public Works Director

**C. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was performed.

**D. APPROVAL OF AGENDA**

**Main Motion: To Approve the amended Agenda with Council Comments moved before Action Memorandums**

Moved by:	Alcantra
Seconded by:	Anzilotti
Vote:	Unanimous
Action:	Motion Carried

**E. COMMUNICATION AND APPEARANCE REQUESTS**

1. **Proclamation Recognizing the Mat-Su Miners**  
Council Member Alcantra presented a proclamation recognizing the Matsu Miners.
2. **Proclamation Recognizing Memorial Day**  
Deputy Mayor Melin read a proclamation recognizing Memorial Day.
3. **Proclamation Recognizing Matanuska Valley Credit Union’s 75 Years of Service to the Community**  
Mayor Carrington presented a proclamation recognizing Matanuska Valley Credit Union’s 75 years of service.
4. **Presentation - Saroma Sister City School Delegation**

Carla Swick, Palmer Saroma Sister School Delegation, and traveling students introduced themselves and gave an overview what they look forward to most about the upcoming travel to Saroma Japan.

Mayor Carrington called for a recess at 6:34 p.m., and reconvened at 6:37 p.m.

## **F. REPORTS**

### 1. City Manager's Reported on the following:

- June 13<sup>th</sup> the Mayor will be doing Committee of the Whole to speak on the MPO.
- Down one Code Enforcement Officer.
- Upcoming Taxiway construction at the airport.
- Library Opened Thursday and had a Ribbon cutting.
- RFP winner will be brought to City Council for Library Construction.
- Parking Plan.
- RFP for phone equipment.
- May 27-29<sup>th</sup> Rodeo Alaska.
- Colony Days June 9<sup>th</sup> -11<sup>th</sup>.
- June 20<sup>th</sup> City sponsored Matsu Miners Game.
- June 24<sup>th</sup>-25<sup>th</sup> Highland Games.
- Friday Flings.
- Overview of upcoming Action Memorandums on the agenda

### 2. Mayor's Report

- Written report in the packet.

### 3. City Clerk's Report

- No formal report.

### 4. City Attorney's Report

- Attorney Heath has begun to review the City's Code of Conduct and Ethics document.

## **G. AUDIENCE PARTICIPATION**

Jackie Goforth:

- Spoke regarding the book "Let's Talk About It".

Karen Lewis:

- Noted that there are four books that are inappropriate in the Palmer Library.

Edith Lescault:

- Commented on Senior Citizen rent increase.

Christine Jones:

- Commented on Senior Citizen rent increase.

Travis Friesen:

- Encouraged recycling efforts in Palmer.

Mike Chmielewski:

- Noted that the backup generator at Radio Free Palmer is complete.
- Commented on the Palmer Senior Center.

Ben Rowell:

- Gave an update on the Artic Winter Games.

Susan Pougher:

- Commented in support of the Palmer Library.

Cindy Hudgins:

- Commented on certain library books possibly being available for children.

Wesley Artz

- Commented on the growth in Palmer.

## H. PUBLIC HEARINGS

1. **Resolution No 23-014:** Authorize the Purchase and Appropriate Funds in the Principal Amount Not to Exceed \$341,369.00 to Finance the Purchase of a New 821G Wheel Loader from Yukon Equipment, Inc., for Public Works in the Amount of \$341,369.00 as a Direct Replacement for the Existing 1999 Wheel Loader

Chief Shelton provided a staff report.

Mayor Carrington opened the public hearing.

Eric Anderson: Commented on other possible discounts available through the dealer.

Manager Moosey provided a staff report.

Jude Bilafer, Public Works Director, addressed questions from the Council.

### Main Motion: To Approve Resolution No. 23-014.

Moved by:	Alcantra
Seconded by:	Tudor
Vote:	Unanimous
Action:	Motion Carried

2. **Resolution No. 23-015:** Authorize the City Manager to Advance \$583,482 from the General Fund Unassigned Fund Balance to the Water and Sewer Fund for the Insulation Repairs to Reservoir 4 Heavily Damaged in the January 2022 Windstorm

Mayor Carrington opened the public hearing.

Mayor Carrington closed the public hearing.

Jude Bilafer, Public Works Director, addressed questions from the Council.

### Main Motion: To Approve Resolution No. 23-015

Moved by:	Melin
Seconded by:	Best
Vote:	Unanimous Consent
Action:	Motion Carried

- Resolution No. 23-016:** Accepting and Appropriating Healthy & Equitable Communities Grant Funds from the State of Alaska, Department of Health and Social Services, and Division of Public Health in the Amount of \$89,078 to Provide Funding to Alaskan Local Governments in Support of Creating and Sustaining Healthy and Equitable Communities Around the State

Mayor Carrington opened the public hearing.

Cindy Hudgins: Commented in opposition of the resolution.

Paula Beth-Odom: Spoke in support of the resolution.

Travis Friesen: Commented that clarification on the grant.

Jackie Goforth: Commented in opposition of the resolution.

Mike Chmielewski: Commented in support of the resolution.

Mayor Carrington provided background information to the Council.

Sarah Health, City Attorney, responded to Council Questions.

**Main Motion: To Approve Resolution No. 23-016**

Moved by:	Tudor
Seconded by:	Alcantra
Vote:	Unanimous Consent
Action:	Motion Carried

Mayor Carrington called for a recess at 7:53 p.m., the meeting convened at 8:06 p.m.

**I. ACTION MEMORANDA**

- Action Memorandum No. 23-030:** Approving a Request from Arctic Winter Games 2024 to Waive Facility Use Fees up to \$32,205 for the Usage of the MTA Events Center and the Palmer Train Depot during March of 2024

**Main Motion: To Approve Action Memorandum No. 23-030.**

Moved by:	Tudor
Seconded by:	Alcantra
Vote:	N/A
Action:	N/A

**Primary #1: To Postpone Action Memorandum No. 23-030 to the June 13<sup>th</sup> Meeting.**

Moved by:	Melin
Seconded by:	Tudor
Vote:	Unanimous
Action:	Motion Carried

- Action Memorandum No. 23-031:** Authorize the City Manager to Negotiate, Execute and Commit a Downpayment of \$25,000 for a Sole Purchase of An Ice Resurfacer from Zamboni Company USA, Inc.

Manager Moosey provided a staff report.

**Main Motion: To Approve Action Memorandum No. 23-031.**

Moved by:	Best
Seconded by:	Alcantra
Vote:	Unanimous
Action:	Motion Carried

- 3. Action Memorandum No. 23-032:** Authorize the City Manager to Execute Change Order Number Four Option with Alaska Sure Seal in the Amount of \$46,000 for Yellow Curb Painting along roadways

**Main Motion: To Approve Action Memorandum No. 23-032.**

Moved by:	Best
Seconded by:	Melin
Vote:	Unanimous
Action:	Motion Carried

- 4. Action Memorandum No. 23-033:** Authorizing Utility Connection for AMG & Associates, Located at 12821 E. Scott Road, Palmer, Alaska

**Main Motion: To Approve Action Memorandum No. 23-033.**

Moved by:	Best
Seconded by:	Anzilotti
Vote:	Unanimous
Action:	Motion Carried

- 5. Action Memorandum No. 23-035:** Authorize the City Manager to Execute a Contract with HDL Engineering Consultants in the Amount not to exceed \$32,545.00 for Construction Administration Services for Reservoir #4 Insulation Repairs Project

**Main Motion: To Approve Action Memorandum No. 23-035.**

Moved by:	Best
Seconded by:	Tudor
Vote:	Unanimous
Action:	Motion Carried

- 6. Action Memorandum No. 23-034:** Authorize the City Manager to Negotiate and Enter into a Contract with Northern Insulation Solutions Inc., in an Amount Not to Exceed \$867,568.00 for the 2023 Palmer Reservoir 4 Insulation Repairs Project

**Main Motion: To Approve Action Memorandum No. 23-034.**

Moved by:	Best
Seconded by:	Anzilotti
Vote:	Unanimous
Action:	Motion Carried

- 7. Action Memorandum No. 23-036:** Authorize the City Manager to Purchase, Under the Governmental and Proprietary Procurements Section of Palmer Municipal Code 3.21.2350, 50 Used Golf Carts Not to Exceed \$125,000

**Main Motion: To Approve Action Memorandum No. 23-036.**

Moved by:	Best
Seconded by:	Melin
Vote:	Unanimous
Action:	Motion Carried

Manager Moosey responded to Council questions.

- 8. Action Memorandum No. 23-037:** C Authorizing the City Manager to Execute a Contract with HDL Engineering Consultants in the Amount not to exceed \$32,510 for Construction Administration Services for the 2023 Evergreen Avenue and Airport Road Pathway Project

**Main Motion: To Approve Action Memorandum No. 23-037.**

Moved by:	Best
Seconded by:	Alcantra
Vote:	Unanimous
Action:	Motion Carried

Jude Bilafer, Public Works Director, provided a staff report.

**J. AUDIENCE PARTICIPATION**

Eric Anderson:

- Commented positively on the purchase of new golf carts.
- Suggested old golf course inventory be sold.

Travis Friesen:

- Commented on recycling receptacles.
- Commented on the Palmer Library Books.

George Collum:

- Thanked the City Council for the approval of the golf carts.
- Noted a great start to the golfing season.

Wesley Artz:

- Commented on the efforts of golf course employees.

Jackie Goforth:

- Continuation of comments on the book "Let's Talk About It".

Cindy Hudgins:

- Remarkd on the Council acceptance of Resolution 23-016.

Mike Chmielewski:

- Commented on a memorial taking place this weekend for Palmerite Howard Bess.

**K. COUNCIL MEMBER COMMENTS**

Council Member Tudor:

- Thanked everyone who helped with Palmer Clean Up Day.
- Reminder to take a moment on Memorial Day to thank those who have served.



Council Member Ojala IV:

- Congratulations to the kids associated with the Saroma Kai group.
- Would like to know how many residents are affected by the senior center rent increase and the dollar amount that is associated in total with the increase.

Council Member Best:

- Commented on the Senior Citizen rent rate increase.
- Commented on acceptance of others view of normalcy.

Council Member Alcantra:

- Spoke in support of drafting a letter in opposition of senior rent increases.
- Would like to support recycling efforts in Palmer.

Council Member Anzilotti:

- No comments.

Council Member Melin:

- Thanked Saroma Kai students for attending this evening.
- Requested support to ask for a letter to Senator Sullivan regarding the senior citizen rent increase. Council Member Ojala IV offered support.
- Commented on the Palmer Library books.
- Asked for support to create a working group for the library policies, with support offered by Council Member Anzilotti.

## **L. UNFINISHED BUSINESS**

## **M. NEW BUSINESS**

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

Parking plan for Manager Moosey and documents from Ms. Lewis.

## **O. EXECUTIVE SESSION**

## **P. ADJOURNMENT**

With no further business before the Council, the meeting adjourned at 9:06 p.m.

**Approved this 13th day of June, 2023.**

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Shelly M. Acteson, CMC, City Clerk

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Steve Carrington, Mayor



## PROCLAMATION

### A PROCLAMATION RECOGNIZING JUNE 14, 2023 AS FLAG DAY

**WHEREAS**, on June 14th, 1777, the Second Continental Congress formally adopted the flag of the United States, consisting of thirteen stripes alternating red and white, and a union of stars in a field of blue, representing a new constellation, a new nation founded on the principles of liberty and justice; and

**WHEREAS**, since that time, the flag has grown with our nation, its star count increasing with each state's admission into the Union, its presence becoming a constant symbol of our collective unity and shared history; and

**WHEREAS**, our flag stands not only as a testament to the struggles and victories of our past but as a beacon of hope for a future that is yet to be written, representing the enduring spirit of America's promise of freedom, opportunity, and equality for all; and

**WHEREAS**, Flag Day was officially established by the Proclamation of President Woodrow Wilson in 1916 and was further reinforced by an Act of Congress in 1949 to celebrate and honor our nation's emblem; and

**WHEREAS**, each year on June 14th, we take time to reflect upon our flag's rich history and the values it represents, paying tribute to the brave men and women who have carried its colors into battle, and honoring those who continue to uphold its values at home and abroad.

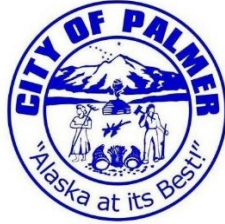
**NOW, THEREFORE, IT IS PROCLAIMED** by the mayor and city council of the city of Palmer, Alaska, that June 14, 2023, is FLAG DAY in Palmer Alaska. I call upon all our citizens to display the flag of the United States on this day, to honor its history and the principles for which it stands, and to participate in ceremonies and activities that celebrate our nation's symbol of unity, strength, and freedom.

Let us remember, in observing Flag Day, not just the broad stripes and bright stars of our cherished emblem, but the indomitable spirit of the American people that it reflects. May it forever wave over our nation, embodying the enduring resolve of the United States, and stand as a testament to our shared commitment to the ideals of liberty and justice for all.

**IN WITNESS WHEREOF**, I have hereunto set my hand and cause the seal of the city of Palmer to be affixed on this 13<sup>th</sup> day of June 2023.

Steve Carrington, Mayor

Shelly Acteson, CMC, City Clerk



## PROCLAMATION

### A PROCLAMATION RECOGNIZING JUNETEENTH IN PALMER ALASKA

WHEREAS, on January 1, 1863, President Abraham Lincoln issued the Emancipation Proclamation, setting in motion the end of slavery in the United States; and

WHEREAS, it was not until June 19, 1865, that it was announced to those still enslaved in Texas: “The people are informed that, in accordance with a proclamation from the Executive of the United States, all slaves are free”; and

WHEREAS, celebration of the end of slavery, which became known as Juneteenth, is the oldest known public celebration of the end of slavery in the United States and is also known as Freedom Day; and

WHEREAS, Juneteenth commemorates African American freedom and celebrates the successes gained through education and greater opportunity; and

WHEREAS, on a larger scale, celebration of Juneteenth reminds each of us of the precious promises of freedom, equality, and opportunity which are at the core of the American Dream.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Palmer, Alaska, hereby recognizes June 19th as Juneteenth and encourages all residents to join in celebrating the day and its significance to our nation's history, by attending local events, learning about the contributions of African Americans to our society, and participating in meaningful discussions about race, equality, and justice in our community.

IN WITNESS WHEREOF, we have hereunto set our hands and caused the Seal of the City of Palmer, Alaska, to be affixed this 13th day of June 2023.

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Steve Carrington, Mayor

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Shelly Acteson, CMC, City Clerk

## May 23, 2023, Council Meeting

### Meeting Agenda Highlights:

We have Committee of the Whole –

- Discussing Resolution No. 23-013 (*Mat-Su Valley Planning For Transportation*), with invited guest Jackson Fox, Executive Director of the Fairbanks Metropolitan Area Transportation System

We have two **proclamations**:

- Proclamation - Recognizing June 19<sup>th</sup>, 2023, as Juneteenth Day in Palmer
- Proclamation - Recognizing June 14<sup>th</sup>, 2023, as Flag Day

We have one **presentation**:

- Presentation - Alaska Scottish Highland Games, Jeni McDaniel, Executive Director

There are three **public hearings**:

- Reso 23-013: this is the somewhat ominous MPO resolution we have been considering and discussing since last month
- Reso 23-017 accepts money from Thrive Mat-Su and United Way to Support the Palmer Police Department Bicycle Patrol Unit
- Reso 23-018 supports the Palmer Parks & Recreational Advisory Board and Funding for a Concept Development Plan for a Veterans/First Responders Memorial Wall

There are two **Action Memorandums** with topics ranging from Arctic Winter Games 2024 to disposing of a Wastewater equipment dredge.

For those following the discussions on MPO here are a few key links for those that want to research to understand the MVP for Transportation (Mat-Su Valley Planning For Transportation) issue further:

- <https://www.mvpmpo.com/>
- <https://www.planning.dot.gov/mpo/default.aspx>
- <https://t4america.org/2023/05/03/full-steam-ahead/>

## **Upcoming Meetings and Events**

- June 9<sup>th</sup>-11<sup>th</sup> is Colony Days in downtown Palmer including the *Colony Days Parade*, Saturday, June 10<sup>th</sup>, at 11am in Downtown Palmer! This year's theme is "Celebrating Summer"
- The Alaska Scottish Highland Games will be at the Alaska State Fairgrounds. Saturday, June 24<sup>th</sup> and Sunday, June 25, 2023!

*Mayor Steve Carrington*

**City of Palmer  
Resolution No. 23-013**

**Subject:** Support of The Designation of The Mat-Su Valley Planning For Transportation (MVP For Transportation) as the Metropolitan Planning Organization (MPO) of the Mat-Su Area.

**Agenda of:** April 25, 2023, May 9, 2023

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

**Originator Information:**

**Originator:**    John Moosey, City Manager

**Department Review:**

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

**Certification of Funds:**

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



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

Funds are (√):

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

Director of Finance Signature: \_\_\_\_\_

**Approved for Presentation By:**

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

**Attachment(s):**

1. Resolution No. 23-013

**Summary Statement/Background:**

The Wasilla/Knik-Fairview/North Lakes area was designated in the list of 202 urban areas by the Department of Commerce Census Bureau in a Federal Register notice dated December 29,2022.

49 U.S.C. § 5303 as amended by the Infrastructure and Investment Jobs Act, which section is identical to 23 U.S.C. § 134 of the Federal Aid Highway Act, requires the designation of a metropolitan planning organization ("MPO") for each urbanized area within the country of at least 50,000 population.

USC § 104(f), 23 USC § 134 and 49 USC § 5303 – 5306 are the Federal Transportation Planning Statutes that provide funding and require designation of a metropolitan planning organization for urbanized areas of at least 50,000 population to carry out a transportation planning process and receive federal funding.

Those Statutes require the State and the local governments to coordinate the planning and construction of all urban transportation facilities with a continuing, cooperative, and comprehensive transportation planning process.

**Administration's Recommendation:**

Approve Resolution No. 23-013

**LEGISLATIVE HISTORY**

Introduced by: Manager Moosey  
Date: April 25, 2023  
Public Hearing: April 25, 2023  
Second Public Hearing: May 9, 2023  
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

**Resolution No. 23-013**

**A Resolution of the Palmer City Council in Support of Mat-Su Valley Planning for Transportation (MVP for Transportation) as the Metropolitan Planning Organization (MPO) of the Mat-Su Area, Formation of the MVP as an Independent Organization and Provide for Membership in the MPO and as a Member of the Board of Directors**

**WHEREAS**, 49 U.S.C. § 5303 as amended by the Infrastructure and Investment Jobs Act, which section is identical to 23 U.S.C. § 134 of the Federal Aid Highway Act, requires the designation of a metropolitan planning organization ("MPO") for each urbanized area within the country of at least 50,000 population; and

**WHEREAS**, USC § 104(f), 23 USC § 134 and 49 USC § 5303 – 5306 are the Federal Transportation Planning Statutes that provide funding and require designation of a metropolitan planning organization for urbanized areas of at least 50,000 population to carry out a transportation planning process and receive federal funding;

**WHEREAS**, those Statutes require the State and the local governments to coordinate the planning and construction of all urban transportation facilities with a continuing, cooperative, and comprehensive transportation planning process; and

**WHEREAS**, an MPO, is generally comprised of representative from local government, transportation stakeholders and governmental transportation authorities with the purpose of ensuring regional cooperation in transportation planning and providing a conduit for the federal funding of transportation projects and programs; and

**WHEREAS**, designation or selection of officials or representatives to serve on the MPO Board is not set by federal law or regulation and the State of Alaska is silent on who is to serve on small MPO (less than 200,000 persons) Boards; and

**WHEREAS**, the Wasilla/Knik-Fairview/North Lakes, AK area was designated in the list of 2020 urban areas by the Department of Commerce Census Bureau in a Federal Register notice dated December 29, 2022; and

**WHEREAS**, under 23 U.S.C. § 134, via an agreement with the Governor of the State of Alaska and units of general-purpose local government that together represent at least 75 percent of the affected population, an MPO shall be designated within **one-year** of the release of the Federal Register Notice announcing the qualifying urban areas; and

**WHEREAS**, this agreement must contain a map of the new Metropolitan Planning Area (MPA) which delineates the area of responsibility of the MPO and is defined by the U.S. Census, and that area that is anticipated to be considered urban in the next 20 years; and



**WHEREAS**, in July 2020, a consultant team was retained by the Matanuska-Susitna Borough (“MSB”) to coordinate the planning for a new MPO funded by federal transportation Planning funds; and

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

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

**WHEREAS**, the planning effort for the establishment of the new MPO has progressed in earnest since July 2020, conducting monthly public meetings, developing a website, annual work plans, Public Participation Plan, Public Participation Plan for Pre-MPO designation efforts, MPO Boundary Development Strategy and subsequent Metropolitan Planning Area boundary development, Metropolitan Transportation Plan Scope of Work, membership dues structure, organizational Bylaws and Operating Agreement; and

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

**WHEREAS**, MVP for Transportation is submitting the Pre-MPO Policy Board approved Operating Agreement, Bylaws and Metropolitan Planning Area Boundary to the Governor for designation as the new MPO for the Wasilla/Kink-Fairview/North Lakes, AK urbanized area and needs to establish its office, hire staff, establish a bank account, file Articles of Incorporation with the State of Alaska Department of Commerce, Community and Economic Development Division of Corporations, obtain Business and Professional Licensing to become a non-profit corporation, negotiate intergovernmental agreements to establish participation by member agencies and associated dues, so that transportation planning work can begin on behalf of the MPO.

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

**BE IT FURTHER RESOLVED** that the City of Palmer supports the formation, organization, and operation of the MPO as an independent organization.

**BE IT FURTHER RESOLVED** that the City of Palmer City Council will determine who is to serve as a member of the Policy Board of MVP for Transportation.

**BE IT FURTHER RESOLVED** that the City of Palmer City Council will determine who is to serve as a member of the Board of Directors of MVP for Transportation and authorizes this person to execute all related organizational and administrative documents on behalf of MVP for Transportation.

**Approved** by the Palmer City Council this \_\_th day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Steven J Carrington, Mayor

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

**City of Palmer  
Resolution No. 23-017**

**Subject:** Authorizing the City Manager to Accept and Appropriate \$5,000 From Thrive Mat-Su and United Way of Mat-Su to Support the Palmer Police Department Bicycle Patrol Unit

**Agenda of:** June 13, 2023

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

**Originator Information:**

**Originator:**    John Moosey, City Manager

**Department Review:**

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

**Certification of Funds:**

Total amount of funds listed in this legislation:    \$ **5,000**

This legislation (√):

- Creates revenue in the amount of:                      \$ 5,000
- Creates expenditure in the amount of:                      \$ \_\_\_\_\_
- Creates a saving in the amount of:                      \$ \_\_\_\_\_
- Has no fiscal impact

Funds are (√):

- Budgeted                      Line item(s):    09-00-00-3955 Thrive Mat-Su – United Way
- Not budgeted                      09-01-10-6055 Police - Equipment

Director of Finance Signature:    

**Approved for Presentation By:**

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

**Attachment(s):**

1. Resolution No. 23-017
2. Thrive Mat-Su Funding Request Form
3. Thrive Mat-Su Award Letter

**Summary Statement/Background:**

Thrive Mat-Su is a coalition of partners dedicated to reducing youth substance misuse and improving community wellness in the Mat-Su Borough. The coalition's strategic initiatives involve supporting youth serving organizations, providing opportunities for youth, sharing information, encouraging adoption of policies that support youth and their families, and building a strong prevention network in the Mat-Su.

Palmer Police Department (PPD) applied for funding from Thrive Mat-Su to purchase police bicycles and associated accessories. PPD officers are often the frontline in identifying youth at risk for substance abuse issues. The Bicycle Patrol Unit, staffed primarily with School Resource Officers (SROs), will maintain strong connections with the youth of the Palmer community throughout the year. Bike Patrol Officers, through their approachable presence and the example of their healthy lifestyle, will promote responsible choices for our youth.

**Administration's Recommendation:**

Approve Resolution No. 23-017.

**LEGISLATIVE HISTORY**

Introduced by: Manager Moosey

Date:

Action:

Vote:

Yes:

No:

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CITY OF PALMER, ALASKA

**Resolution No. 23-017**

**A Resolution of the Palmer City Council Authorizing the City Manager to Accept and Appropriate \$5,000 From Thrive Mat-Su and United Way of Mat-Su to Support the Palmer Police Department Bicycle Patrol Unit**

WHEREAS, Palmer Police Department officers are often the frontline in identifying youth at risk to substance abuse issues; and

WHEREAS, the Bicycle Patrol Unit, staffed primarily with School Resource Officers (SROs), will maintain strong connections with the youth of the Palmer community throughout the year; and

WHEREAS, the Palmer Police Department and its officers, particularly the SROs, are heavily invested in community-oriented policing and have established deep relationships with students in the community; and

WHEREAS, Bike Patrol Officers, through their approachable presence and the example of their healthy lifestyle, will promote responsible choices for our youth; and

WHEREAS, the focus population to be served by this project is the entire community of Palmer, with particular attention to its youth; and

NOW, THEREFORE, BE IT RESOLVED by the Palmer City Council hereby to Accept and Appropriate \$5,000 From Thrive Mat-Su and United Way of MatSu to Support the Palmer Police Department Bicycle Patrol Unit.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Palmer City Council hereby to authorize the City Manager to execute the grant as offered.

**Approved** by the Palmer City Council this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Steven J Carrington, Mayor

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



**Vision:**

A community where individuals thrive in an environment that supports healthy choices regarding substance use.

**Mission:**

THRIVE Mat-Su will lead a data-driven coordinated community response to prevent and reduce youth substance use.

## Funding Request Form

Business/Organization Name:

Address:

Phone:

Email:

Contact:

Thrive MOU on File?\*  Yes  No

\*Required for Thrive funding

Project Description:

Project Timeframe:

Project Budget:

Expense Item:	Expense Cost:
Total	

Reimbursement  Initial Funding Requested

How does the proposed project support Thrive’s strategic plan?

What is the focus population to be served by this project?

What is the expected number of participants?

What substances will be addressed by this project?

Alcohol  Tobacco  Marijuana  Heroin  Prescription Drugs  All  Other  N/A

If Other, please list:

What factors will be addressed with this project?

- |   |   |
|---|---|
| <input type="checkbox"/> Family, School, or Peer Influence      | <input type="checkbox"/> Community Norms                    |
| <input type="checkbox"/> Providing Information & Support        | <input type="checkbox"/> Enhancing Skills                   |
| <input type="checkbox"/> Changing Consequences                  | <input type="checkbox"/> Reducing Retail Availability       |
| <input type="checkbox"/> Reducing Social Availability           | <input type="checkbox"/> Enhancing Access/Reducing Barriers |
| <input type="checkbox"/> Supportive Adult & Peer Relationships  | <input type="checkbox"/> Changing Policy                    |
| <input type="checkbox"/> Increasing Protective Factors          | <input type="checkbox"/> Decreasing Risk Factors            |
| <input type="checkbox"/> Increasing Youth Assets & Resiliency   | <input type="checkbox"/> Increasing Social Connectivity     |
| <input type="checkbox"/> Changes in Knowledge, Skills & Beliefs | <input type="checkbox"/> Increasing Healthy Family Time     |
| <input type="checkbox"/> Youth Engagement                       | <input type="checkbox"/> Life Skills/Resistance             |
| <input type="checkbox"/> Professional Development/Training      |   |

Explain:

Are you working collaboratively with any other organizations on this project? Please elaborate.

How will success be determined?

How will Thrive Mat-Su be recognized?

**My organization agrees to provide the following information as outlined in the Project Report (below) and to provide a brief presentation at a Thrive Mat-Su Coalition meeting within three months of the project. I understand that 50% of the grant award will be funded upfront and the remaining 50% will be reimbursed upon completion of all reports and submission requirements.**

Signature:

---

Date Received:

Staff:

Approved/Disapproved:

Check Amount/Number:

---

## Project Report

*Please provide the following information on the worksheet, located at <https://app.smartsheet.com/b/form/cc5ea03ae06f41398a6d445fb76bfbf1>*

Total Participants:

Male/Female/Other:

Number of Youth:

Race/Ethnicity:

Number of Adults:

Race/Ethnicity:

Total Hours of Event/Project:

Total Staff/Volunteer Time:

Project Budget Actuals:

Expense Item:	Expense Cost:
Expense Total	
Revenue Sources/In-Kind Donations:	
Revenue Total	

Please email copies of all receipts to [impact@unitedwaymatsu.org](mailto:impact@unitedwaymatsu.org)

Agencies in attendance:

Agency/Organization Name	Focus Population

Did this project meet or exceed your expectations? How so?

How does this project align with Thrive Mat-Su's strategic plan?

How will this be used and implemented going forward for your agency?

How will this serve as an ongoing resource in the community?

Did barriers exist that had an impact on the activity/project i.e. language, transportation, etc.?

Thank you! Please contact Becky Stoppa, Thrive Mat-Su's Coalition Coordinator, to schedule your presentation: [impact@unitedwaymatsu.org](mailto:impact@unitedwaymatsu.org) or 745-5827





May 16, 2023

Sgt. Luke Szipszky  
Palmer Police Department  
423 S. Valley Way  
Palmer, AK 99645

Dear Sgt. Szipszky:

We are pleased to inform you that Thrive Mat-Su has awarded \$5,000 to support the Palmer Police Department Bicycle Patrol Unit.

A check for the full amount of the award will be mailed to you upon receipt of an invoice outlining the allowable incurred expenses, accompanied by sufficient itemized back-up detail. **Please note that food purchases, gift cards, and indirect expenses are not eligible for reimbursement.**

Please plan to provide a brief presentation on your project at a Thrive Mat-Su coalition meeting no later than three months after the end of the project. Thrive meetings are held the third Tuesday of each month, 12 – 2 p.m. Email [impact@unitedwaymatsu.org](mailto:impact@unitedwaymatsu.org) to schedule your presentation.

Once again, we are pleased to support your work in our community, and we wish you success.

Sincerely,

Becky Stoppa  
Community Impact Director  
United Way of Mat-Su

**City of Palmer  
Resolution No. 23-018**

**Subject:** A Resolution of the Palmer City Council Supporting the Palmer Parks & Recreational Advisory Board and Funding a Concept Development Plan for a Veterans/First Responders Memorial Wall

**Agenda of:** June 13, 2023

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

**Originator Information:**

**Originator:**    John Moosey, City Manager

**Department Review:**

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

**Certification of Funds:**

Total amount of funds listed in this legislation:    \$ **5,000**

This legislation (√):


- Creates revenue in the amount of:                      \$ \_\_\_\_\_
- Creates expenditure in the amount of:                      \$ 5,000
- Creates a saving in the amount of:                      \$ \_\_\_\_\_
- Has no fiscal impact

Funds are (√):

- Budgeted                      Line item(s):    01-19-90-6030 Contractual Services
- Not budgeted

Director of Finance Signature: 

**Approved for Presentation By:**

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

**Attachment(s):**

1. Resolution No. 23-018
2. Parks & Recreational Advisory Board Resolution No. 22-001

**Summary Statement/Background:**

The Parks & Recreational Advisory Board passed a resolution on July 7, 2022, requesting support of the Palmer City Council for the Memorial. This resolution will fulfill that request.

**Administration's Recommendation:**

Approve Resolution No. 23-018.

**LEGISLATIVE HISTORY**

Introduced by: Manager Moosey

Date:

Action:

Vote:

Yes:

No:

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CITY OF PALMER, ALASKA

**Resolution No. 23-018**

**A Resolution of the Palmer City Council Supporting the Palmer Parks & Recreational Advisory Board and Funding a Concept Development Plan For a Veterans/First Responders Memorial Wall.**

WHEREAS, the Palmer Parks & Recreational Advisory Board is mandated to guide and advise the city council on matters regarding city parks, recreation, and cultural projects, and has expressed the need for a memorial for our Veterans and First Responders; and

WHEREAS, we recognize the extraordinary sacrifices and efforts made by the Veterans and First Responders of Palmer to protect and secure our community; and

WHEREAS, the City of Palmer has demonstrated commitment to its infrastructural development, including but not limited to the Community Center (Depot), MTA Events Center, Visitor Information Center, Palmer Airport, parks, bike paths, pedestrian access and downtown beautification projects; and

WHEREAS, while there are existing memorial sites in the city, the Parks & Recreational Advisory Board has conveyed a desire for a comprehensive, visually appealing, and accessible memorial for our Veterans and First Responders; and

WHEREAS, communication has been initiated with the State of Alaska Veterans Home, which may consider the provision of a site for this proposed Veterans/First Responders Memorial; and

WHEREAS, the Palmer Parks & Recreational Advisory Board has requested funding for a Downtown Concept Master Plan, to be created with the help of a landscape architect and community meetings, which will help determine financial costs and potential designs for this proposed memorial.

NOW, THEREFORE, BE IT RESOLVED BY THE PALMER CITY COUNCIL that it supports and approves the request of the Palmer Parks & Recreational Advisory Board to fund a Concept Development Plan for a Veterans/First Responders Memorial Wall, with costs not exceeding \$5,000.

**Approved** by the Palmer City Council this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Steven J Carrington, Mayor

\_\_\_\_\_  
Shelly Acteson, MMC, City Clerk

PALMER PARKS & RECREATIONAL ADVISORY BOARD

RESOLUTION NO. 22-001

A RESOLUTION OF THE PALMER PARKS & RECREATIONAL ADVISORY BOARD ENCOURAGING THE PALMER CITY COUNCIL TO FUND A CONCEPT DEVELOPMENT PLAN FOR A VETERANS/FIRST RESPONDERS MEMORIAL WALL

WHEREAS, the purpose of the city of Palmer Parks & Recreational Advisory Board is to develop, support, and advise the city council on all matters pertaining to city parks, recreation and cultural programs and projects; and

WHEREAS, the Parks & Recreational Advisory Board has discussed the need for recognition of Veterans and First Responders in the City of Palmer; and

WHEREAS, men and women who serve as Veterans/First Responders have gone to extraordinary steps to ensure our communities are safe and secure; and,

WHEREAS, Palmer has invested heavily in infrastructure, including the Community Center (Depot), MTA Events Center, Visitor Information Center, Palmer Airport, parks, bike paths, pedestrian access and downtown beautification projects; and,

WHEREAS, while the City has memorial sites, a comprehensive visually appealing and convenient memorial is desired by Parks & Recreational Advisory Board Members; and,

WHEREAS, contact has been made with the State of Alaska Veterans Home and will consider placement of a Veterans/First Responder Memorial Site.

NOW, THEREFORE, BE IT RESOLVED that the City of Palmer Parks & Recreational Advisory Board requests the Palmer City Council fund a Downtown Concept Master Plan with the assistance of a landscape architect and community meetings to determine financial costs and potential designs not to exceed \$5,000.

ADOPTED by the City of Palmer Parks & Recreational Advisory Board this 7<sup>th</sup> day of July 2022.



for Cotton Gore  
Parks and Facility Manager

\_\_\_\_\_  
Ryan Richard, Chairman

**City of Palmer  
Action Memorandum No. 23-030**

**Subject:** Approving a Request from Arctic Winter Games 2024 to Waive Facility Use Fees up to \$32,205 for the Usage of the MTA Events Center and the Palmer Train Depot during March of 2024

**Agenda of:** May 23, 2023, June 13, 2023

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

**Originator Information:**

**Originator:**    John Moosey, City Manager

**Department Review:**

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

**Certification of Funds:**

Total amount of funds listed in this legislation:    \$ **32,205 In Kind**


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

Funds are (√):

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

Director of Finance Signature: 

**Approved for Presentation By:**

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

**Attachment(s):**

1. Request letter from Arctic Winter Games

**Summary Statement/Background:**

Mat-Su Borough has been selected to host the 2024 Arctic Winter Games, which will take place March 10-16, 2024. Palmer will be hosting the curling competition at the MTA Events Center and using the Palmer Depot as the AWG2024 Headquarters. The City of Palmer will welcome approximately 4,000 visitors creating a substantial positive economic impact for the community. From past Games in other communities, the average visitor has spent around \$2,500 during the week on food, housing, and merchandise.

**Administration's Recommendation:**

Approve Action Memorandum No. 23-030.



**Mat-Su 2024 Arctic Winter Games Host Society**  
**902 E Palmer-Wasilla Hwy**  
**Palmer, AK 99645**

Palmer City Council  
231 W. Evergreen Ave.  
Palmer, AK 99654

April 13, 2023

Dear Manager Moosey, Mayor Carrington, and Palmer City Council Members,

As you know, the Mat-Su Borough has been selected to host the 2024 Arctic Winter Games, which will take place March 10-16, 2024. The Games are an athletic and cultural celebration of the Circumpolar North, bringing together athletes, coaches, spectators, and dignitaries from Yukon, Northwest Territories, Northern Alberta, Nunavut, Nunavik, Greenland, Sapmi (Nomadic people of Scandinavia), and communities across Alaska.

During the Games, the City of Palmer will welcome approximately 4,000 visitors creating a substantial positive economic impact for the community. From past Games in other communities, we know that the average visitor will spend around \$2500 during the week in food, housing, and merchandise. Beyond this economic impact, the invaluable friendships formed between visiting leaders and participants will further relationship building and problem-solving between our Arctic communities. A truly local benefit is the exposure to healthy, northern, recreational activities that can inspire participation and increased winter wellness.. Finally, at a time in history of great division, this event brings people together. It is projected that 2,000 local and international guests will volunteer to make the Mat-Su 2024 Arctic Winter Games a success. This is a giant step in cooperation and resource sharing - northern values we all embrace.

We are writing today to thank the City of Palmer and the Palmer City Council for your support of the Games and to ask for your continued assistance. While the twenty sports and dozens of cultural events will take place throughout the Mat-Su, we are excited to be hosting the curling competition at the MTA Events Center and using the Palmer Depot as our AWG2024 Headquarters.. The headquarters will be a hub for pin trading, host pop-up cultural performances, and serve as the Alumni Lounge. The Host Society requests the City Council grant a waiver of facility use fees of up to \$32,205 for these facilities. While waiving the facility fees comes at a cost to the City, we believe it will be an investment that will pay for itself in increased revenue.



Palmer is highlighted throughout Games week throughout our community. Our headquarters, located at 902 E Palmer-Wasilla Highway, is home to our fifteen board members supported by thirteen staff members, and our primary merchandise store. In addition, our Warehouse and Arts Center is in the heart of downtown at The Barn (the former feed mill) on S. Colony Way. We are so excited to be working with Palmer Middle School to host Volleyball and Snowshoe Sprints and Palmer High School, which will serve as a participant village for 500 youth and host Futsal, a popular indoor soccer sport with 235 participants. In addition, most contingents will have opportunities to come to Palmer for recreational swimming. Beyond the City boundaries, but still in Palmer zip code, the Musk Ox Farm will host a tour for participants, and the APU Kellogg Campus will be home to the Snowshoeing competition. The Glenn Massay Theater will serve as the heart of our cultural programming as it will be where the Cultural Gala will take place. The Alaska State Fair will be home to our Traditional Feast, participant youth dance, fireworks display, Winter Carnival and Makers Market. In a lot of ways, we are bringing the heart of our Games to Palmer next year and with the Games, increased commerce, international friendships, and fun and healthy recreational opportunities for our youth and families.

Thank you for considering our fee waiver request. We look forward to partnering with the City of Palmer to host this exciting event. Please feel free to contact us with any questions you may have, and please stop in our headquarters to say hello!

Sincerely,



Amy Spargo, Chair  
amy.spargo@awg2024.org



Ben Rowell, Venue Manager  
ben.rowell@awg2024.org

**City of Palmer  
Action Memorandum No. 23-038**

**Subject:** Authorizing the City Manager to Dispose of Surplus City Wastewater Equipment (Dredge) Valued at More than \$10,000

**Agenda of:** June 13, 2023

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

**Originator Information:**

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

**Department Review:**

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
X	Public Works	<i>JPB</i>	05/02/2023

**Certification of Funds:**

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

This legislation (√):

Creates revenue in the amount of:                    \$ To Be Determined During Negotiations

Creates expenditure in the amount of:                    \$ \_\_\_\_\_

Creates a saving in the amount of:                    \$ \_\_\_\_\_

Has no fiscal impact

Funds are (√):

Budgeted                    Line item(s):    02-00-00-3662 WS Property & Equipment Sales

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

Director of Finance Signature:    *[Signature]*

**Approved for Presentation By:**

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

**Attachment(s):**

None

**Summary Statement/Background:**

City Code Section 3.20.060 C requires the city manager to obtain City Council approval to dispose of City personal property valued at more than \$10,000 prior to disposal of those items.

Public Works Department would like to sell the wastewater equipment listed below and the value is estimated to exceed \$10,000.

2002 Pit Hog dredge SN: R1812-02-02

**3.20.060 Disposal of personal property.**

A. Each department shall report on a regular basis to the city manager any items of personal property which are obsolete, surplus, or otherwise do not hold current value to the functions of the department.

B. The city manager shall dispose of personal property valued at less than \$10,000 upon the notice and terms the manager considers reasonable. The manager shall take into consideration the value of the article, reason for disposal, and general preference for disposal by competitive bid.

C. The city manager shall obtain council approval of all items valued at more than \$10,000 prior to disposal of those items.

D. The city manager, city clerk, city attorney, department heads, and council members are prohibited from purchasing personal property from the city. All other city employees may purchase personal property in accordance with the Charter, Palmer Municipal Code, and personnel regulations. (Ord. 08-015 § 3, 2008; Ord. 523 § 3, 1997; Ord. 246 § 3, 1982)

**Administration's Recommendation:**

To approve Action Memorandum No. 23-038.