

**A. CALL TO ORDER**

A regular meeting of the Palmer City Council was held on October 26, 2010 at 7 pm in the council chambers, Palmer, Alaska.

Mayor Johnson called the meeting to order at 7:09 pm.

**B. ROLL CALL**

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

Brad Hanson	Richard Best
Kevin Brown	DeLena Goodwin Johnson
Kathrine Vanover	Edna DeVries
Ken Erbey	

Also in attendance were the following:

Doug Griffin, City Manager  
Michael Gatti, City Attorney  
Janette Bower, City Clerk  
Shelly Acteson, Deputy City Clerk

**C. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by former City Attorney Jack Snodgrass.

**D. APPROVAL OF AGENDA**

1. Approval of Consent Agenda
  - a. Resolution No. 10-065: Designating Authorized Signatures for Check Signing Affecting Any and All Disbursements of City Monies (IM 10-088)
  - b. Resolution No. 10-068: Accepting and Appropriating the Fireman's Fund Heritage Grant in the Amount of \$8,295 and Approving the Scope of Work and Budget for the Grant (IM 10-090)
  - c. Action Memorandum 10-072: Confirm the Mayor's Appointment of Jenny Vanderweele to the City of Palmer Board of Economic Development
  - d. Action Memorandum 10-074: Confirm the Mayor's Appointment of William Kerslake to the City of Palmer Planning and Zoning Commission
2. Minutes of Previous Meetings
  - a. October 11, 2010, Special Meeting
  - b. October 12, 2010, Special Meeting
  - c. October 12, 2010, Regular Meeting

**E. COMMUNICATION AND APPEARANCE REQUESTS**

## F. REPORTS

### Item 1 – City Manager’s Report

City Manager Doug Griffin reported on the following items:

- 2011 City Budget; and
- Wellhouse Pump #5 failure.

Mayor Johnson welcomed State Representative Carl Gatto.

### Item 2 – City Clerk’s Report

City Clerk Janette Bower reported on the following items:

- Recently approved roving vendor licenses;
- PERS Termination study completion;
- 2011 budget amendment form;
- Joint Meeting with the City of Wasilla;
- November 23 Special and Regular Meetings;
- Possible cancellation of December 21 and 28 Council meetings; and
- Alaska Municipal League local government conference in November.

### Item 3 – Mayor’s Report

Mayor Johnson reported on the following items:

- Meetings with City Manager;
- Meeting with City Auditor John Bost; and
- Veteran’s Way ceremony and celebration.

## G. AUDIENCE PARTICIPATION

Mark Hoffman, Principal of Sherrod Elementary School and Palmer Arts Council Representative:

- expounded on the Quad Bandstand project;
- advocated for Council support concerning the Quad Bandstand project in downtown; and
- requested Council endorsement for a Palmer bandstand coalition.

## H. PUBLIC HEARINGS

### I. ACTION MEMORANDA

**Item 1** Action Memorandum 10-069: Authorize the City Manager to Release a Request for Proposal for Lobbying and Legislative Services for the City of Palmer for 2011

MOVED BY:	Hanson	To authorize Action Memorandum 10-069
SECONDED BY:	Erbey	

Council Member DeVries:

- commented on the yet to be adopted 2011 City budget;
- requested historical data concerning the City’s use of a lobbyist; and
- spoke in favor of postponing the legislation.

City Manager Griffin:

- provided details of the legislation;
- reminded Council of the capital improvement projects submitted to the legislature.

Council Member Brown:

- questioned the timing of the Request for Proposals (RFP) as it related to the beginning of the legislative session.

Mayor Johnson:

- mentioned the City did not employ a lobbyist prior to 2008.

Council Member Hanson:

- questioned the usefulness of a lobbyist; and
- commented favorably on the lobbying team consisting of the City Mayor, Manager, and elected State representatives.

Council Member Best requested to suspend the rules to allow for interaction with State Representative Carl Gatto. Council Member Vanover offered support. There were no objections.

State Representative Gatto:

- remarked favorably on the support for Palmer shown by the Mat Su Delegation;
- commented on the Mat-Su Borough School District's new lobbyist;
- provided a historical perspective of State redistricting; and
- responded to Council inquiries.

Primary Amendment #1 to Main Motion		
Moved by:	DeVries	To table Action Memorandum 10-069
Seconded by:	Vanover	

Vote on primary amendment #1: Motion carried by unanimous voice vote		
Yes:		No:
Hanson	Brown	Vanover
Johnson	Best	DeVries
Erbey		

**Item 2 - Action Memorandum 10-075:** Approve the 2010 City of Palmer Economic Development Strategy

MOVED BY:	Best	To authorize Action Memorandum 10-075
SECONDED BY:	Vanover	

Council Member Best:

- expressed apprehension with approving the legislation prior to a Joint meeting with the Board of Economic Development (BED).

City Manager Griffin:

- provided details of the approaching public forum on November 8; and
- stated the document was still a work in progress.

Council Member Brown:

- expressed confusion with voting on a motion that only changes the agenda not the title of the document; and
- requested more information concerning the BED's upcoming public forum.

Council Member Hanson requested to suspend the rules and allow interaction with BED member John Lee. Council Member Brown offered support. There were no objections.

John Lee, Board of Economic Development (BED) member:

- expounded on the legislation; and
- conveyed details of the November 8 public forum to obtain input from the public concerning the Economic Development Strategy.

Council Member Hanson:

- spoke in favor of a joint meeting with the BED; and
- recommended a joint work session with the BED after the November 8 public forum.

City Attorney Michael Gatti:

- recommended a verbiage compromise.

Primary Amendment #1 to Main Motion		
Moved by:	DeVries	To approve the 2010 City of Palmer Preliminary Discussion Draft Economic Development Strategy
Seconded by:	Hanson	

Secondary Amendment #1		
Moved by:	Brown	To change the name of the 2010 City of Palmer Economic Development Strategy to Preliminary Discussion Draft Economic Development Strategy
Seconded by:	Hanson	

VOTE: Motion carried by a unanimous voice vote.		
Yes:		No:
DeVries	Vanover	
Johnson	Erbey	
Hanson	Best	
	Brown	

VOTE on Primary Amendment #1 Carried by a unanimous voice vote		
Yes:		No:
Johnson	Vanover	
Brown	Erbey	
DeVries	Best	
	Hanson	

Discussion ensued regarding updating the document.

Council Member DeVries:

- recommended verbiage changes.

Primary Amendment #2 to Main Motion		
Moved by:	DeVries	To remove any type of reference to sub-committees and to direct the City Manager to "clean up" the recommendations of the goals listed on the green paper and to make the goals consistent throughout the document
Seconded by:	Vanover	

VOTE on Primary Amendment #1 Carried by a unanimous voice vote		
Yes:		No:
Johnson	Vanover	
Brown	Erbey	
DeVries		
	Best	
	Hanson	

VOTE ON MAIN MOTION: Carried by unanimous voice vote		
Yes:		No:
Hanson	Brown	
Erbey	Vanover	
Best		
	Johnson	
	DeVries	

**J. UNFINISHED BUSINESS**

**K. NEW BUSINESS**

**Item 1 - Resolution No. 10-069:** Accepting and Appropriating \$49,500 from the Palmer Economic Development Authority to the Capital Project Fund (08) to Secure the Professional Services of a Consultant to Develop a Parks and Trails Master Plan for the Community (IM 10-091)

**Item 1 a. - Action Memorandum 10-073:** Authorize the City Manager to Enter into a Cooperative Agreement with the Palmer Economic Development Authority (PEDA) for \$49,500 to Secure the Professional Services of a Consultant to Develop a Parks and Trails Master Plan for the Community

MOVED BY:	Hanson	To adopt Resolution No. 10-069 and authorize Action Memorandum 10-073
SECONDED BY:	Best	

Council Member Best:

- questioned if the document would be the Master Plan encompassing all City parks and trails; and
- made mention of the Alaska Safe Student Program for trails and parks.

City Manager Griffin:

- expounded on the legislation; and
- responded to Council inquiries.

Council Member Brown:

- commented on the upcoming Comprehensive Plan review; and
- questioned the origin of the City's match requirement.

Community Development Director Sandra Garley:

- explained the Master Plan concept;
- expounded on the concept of updating the Comprehensive Plan at the rate of a chapter per year;
- discussed connectivity in the City; and
- provided a project timeline.

Council Member DeVries:

- inquired of the City's funding match for the project; and
- questioned the relationship between the Master Plan Project and the City's Urban Revitalization Plan.

Council Member Hanson:

- spoke in favor of trail and plan connectivity;
- recommended discussion of the Master Plan include the disposition of the railroad tracks; and
- expressed concern with the cost of the Master Plan.

City Attorney Gatti:

- reminded Council any changes to the City's Comprehensive Plan must be approved by the Matanuska-Susitna Borough Assembly; and
- commented on the timeline for Comprehensive Plan updates.

Deputy City Manager Sara Jansen:

- expounded on the partnership between the City, the Mat-Su Health Foundation, and the Palmer Economic Development Authority; and
- responded to Council inquiries.

VOTE ON MAIN MOTION: Carried by unanimous voice vote			
Yes:			No:
Hanson	Brown	DeVries	
Johnson	Vanover	Erbey	
Best			

**Item 2 -Resolution No. 10-070:** Authorizing the City Manger to Submit an Application for up to \$4,000,000 to the Alaska Department of Environmental Conservation Under the American Recovery and Reinvestment Act, Alaska Drinking Water Fund for Steel Water Main Replacement (IM 10-092)

MOVED BY:	Best	To adopt Resolution No. 10-070
SECONDED BY:	Vanover	

City Attorney Gatti explained the verbiage clarification to IM 10-092 as outlined below.

Information Memorandum 10-092 - the following paragraph should be revised as set forth below:

Current Language - The City was advised that application for these funds must be made by November 1, 2010, so the State can meet the federal requirement to allocate all the money.

The program is similar to the first round of the ARRA funds in that the allotment was called a loan, but the final documents did not contain the word loan, and were adjusted to reflect the subsidy agreement. The final document for these funds will be adjusted in the same manner. The difference in this second round of funding is a match requirement.

New Language - The City was advised that application for these funds must be made by November 1, 2010, to enable the State to meet certain federal allocation requirements. The program is similar to the first round of the ARRA funds received by the City in which the allocation was referred to as a loan, although the final documents did not contain the word loan and were adjusted to reflect the subsidy agreement. It is anticipated that similar changes will be reflected in the documents associated with securing these ARRA funds. The principal difference in this second round of ARRA funding is the \$1.5 million match requirement by the City.

Director of Administration Kelli Veech and City Manager Griffin:

- responded to Council inquiries.

MOVED BY:	Best	To request the City Manager to provide a bond schedule of all City bonds
SECONDED BY:	Vanover	

VOTE ON MAIN MOTION: Carried by unanimous voice vote		
	Yes:	No:
Hanson	Brown	
Johnson	Vanover	
Best		DeVries Erbey

**Item 3 - Resolution No. 10-071:** Authorizing the City Manager to Submit an Application for up to \$4,000,000 to the Alaska Department of Environmental Conservation Under the American Recovery and Reinvestment Act, Alaska Clean Water Fund for Wastewater Treatment Plant Improvements, Phase Ib and II (IM 10-093)

MOVED BY:	DeVries	To adopt Resolution No. 10-0710
SECONDED BY:	Vanover	

City Attorney Gatti explained the verbiage clarification to IM 10-093 as outlined below.

Information Memorandum 10-093 - the following paragraph should be revised as set forth below:

Current Language - The City was advised that application for these funds must be made by November 1, 2010, so the State can meet the federal requirement to allocate all the money. The program is similar to the first round of the ARRA funds in that the allotment was called a loan, but the final documents did not contain the word loan, and were adjusted to reflect the subsidy agreement. The final document for these funds will be adjusted in the same manner. The difference in this second round of funding is a match requirement.

New Language - The City was advised that application for these funds must be made by November 1, 2010, to enable the State to meet federal allocation requirements. The program is similar to the first round of the ARRA funds received by the City in which the allocation was

referred to as a loan, although the final documents did not contain the word loan and were adjusted to reflect the subsidy agreement. It is anticipated that similar changes will be reflected in the documents associated with securing these ARRA funds. The principal difference in this second round of ARRA funding is the \$600,000 match requirement by the City.

Council Member DeVries:

- reminded Council the project identified in the legislation had been listed as City priority, and forwarded to Senator Menard.

Council Member Best:

- questioned whether the design documents were for the wastewater treatment system; and
- inquired of the timeframe for the legislation.

Public Works Director Carter Cole:

- provided a staff report; and
- responded to Council questions and concerns.

Council Member Hanson:

- recommended Council formulate a comprehensive budget for City facility changes.

Council Member Brown:

- commented on the November 1, 2010 application deadline.

VOTE ON MAIN MOTION: Carried by unanimous voice vote			
Yes:			No:
Hanson	Brown	DeVries	
Johnson	Vanover	Erbey	
Best			

**Item 4 - Public Engagement Process for Downtown Rail Corridor**

Council Member DeVries:

- questioned the relationship between the report and the Trails Master Plan.

Council Member Vanover:

- explained the emotional nature of the disposition of the railroad tracks in downtown.

MOVED BY:	Best	To postpone action on the report until the newly hired City Manager had reviewed the Palmer Urban Revitalization Project documents
SECONDED BY:	Devries	

Primary Amendment #1 to Main Motion		
Moved by:	DeVries	To amend the motion by allowing the City Manager ample time to review the Urban Revitalization Plan and other City documents, meet with Staff, and bring forth the a step by step action plan
Seconded by:	Best	

Council Member Hanson:

- requested clarification concerning the marriage of existing City plans and the public engagement process.

Community Development Director Sandra Garley:

- provided clarification.

VOTE: Motion carried by a unanimous voice vote.			
	Yes:		No:
DeVries	Vanover	Best	
Johnson	Erbey	Brown	
Hanson			

VOTE ON MAIN MOTION: Carried by unanimous voice vote			
	Yes:		No:
Hanson	Brown	DeVries	
Johnson	Vanover	Erbey	
Best			

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

Information concerning the Quad Bandstand Project  
Amendments concerning Action Memorandum 10-075  
Amendments concerning Resolutions 10-070 and 10-071  
City of Palmer Grant Report

#### M. AUDIENCE PARTICIPATION

#### N. COUNCIL COMMENTS

Council Member Brown:

- requested support to propose a Joint Meeting in January 2011 with the Board of Economic Development. Council Member Vanover offered support.

Council Member DeVries:

- informed Council of her upcoming absence during the December 28 Regular Meeting; and
- expressed gratitude to the Clerk's Office for their timely assistance.

Mayor Johnson:

- thanked the Council for tolerance as she gains experience presiding over Council Meetings.

#### O. ADJOURNMENT

With no further business before the Council, the meeting adjourned at 10:40 pm.

**Approved this ninth day of November, 2010.**

---

DeLena Goodwin Johnson, Mayor

---

Janette M. Bower, MMC, City Clerk