



City of Palmer

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SPECIAL CITY COUNCIL MEETING
6 P.M. TUESDAY, JULY 24, 2012
PALMER CITY COUNCIL CHAMBERS
231 W. EVERGREEN AVENUE, PALMER

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231 W. EVERGREEN AVENUE, PALMER
www.cityofpalmer.org



MAYOR DELENA JOHNSON
DEPUTY MAYOR RICHARD BEST
COUNCIL MEMBER LINDA COMBS
COUNCIL MEMBER EDNA DEVRIES
COUNCIL MEMBER KEN ERBEY
COUNCIL MEMBER BRAD HANSON
COUNCIL MEMBER KATHRINE VANOVER

CITY ATTORNEY MICHAEL GATTI
CITY CLERK JANETTE BOWER
CITY MANAGER DOUG GRIFFIN

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Audience Participation
- E. New Business
 - 1. City Council Budget Priorities for Calendar Year 2013
- F. Adjournment

2012 Capital Projects

City of Palmer - DRAFT PROPOSED

Peoples' Choice (Project Fair)	Administration Recommended	City Council Priority	Project Name (Alphabetical)	Department
PRIORITY				
3 & 11	9		City Buildings HVAC and Condition Assessment	Public Works
	16		Data Sourcing - IT Virtualization and Financial Software	Finance
7	8		Depot and Museum Exterior Doors and Flooring	Comm Dev
6	12		Energy Conserving Systems at the MTA Events Center	Comm Dev
5	3		Fire & Rescue Training Center Upgrades	Public Safety
	6		Golf Course Fencing and Upgrades	Public Safety - Airport
4	11		Mat Maid Block Property Development Phase 1	Comm Dev
	15		MTA Events Center Exhibition Infrastructure	Comm Dev
	10		Municipal Small Aircraft Wash Area	Public Works
1	4		Parks Projects	Comm Dev
8	14		Paving Projects	Public Works
	7		Public Safety Building (Police) Repair & Maintenance	Public Safety
	13		Public Works Storage Building Upgrades	Public Works
	17		Security Powered Gate Purchase & Installation	Public Safety
	1		Steel Water Main Replacement	Public Works
9	5		Wastewater Treatment Lab Replacement	Public Works
	18		Water Meter Read System	Public Works
2	2		Well #2 Improvements	Public Works

2012 Capital Projects

Peoples' Choice (Project Fair)	City Admin. Rec. Priority	City Council Priority	Project Name (Alphabetical, not yet prioritized)	Dept	Brief Description (What is it? Include specifics: What does it involve? Why is it needed: Rationale?)	Location (Attach map or diagram if possible)	Who Will Benefit? (How many people, what specific groups)	Time Schedule (Start to finish estimate)	New Project or In Process	Total Cost	Cost Break-down (Design, labor, engineering, contractors, etc.)	Grant Funds? (Amount or Est.)	Request Amount of State Legislature
3 & 11	9		City Buildings HVAC and Condition Assessment	Public Works	RATIONALE: Deteriorating and outdated City of Palmer buildings are in need of inspection and updating. <u>Phase 1</u> will conduct a review of critical facility needs and initiate a remediation plan. These analyses will identify and begin to address many life, health and safety deficiencies. <u>Phase 2</u> remediation will bring City Hall into IBC code compliance and meet OSHA standards by installing a HVAC system. City Hall has been referred to as a 'sick building' because of the poor air quality. With no air intake except at the boiler, fresh air for breathing comes from windows and doors. The boiler has reached the end of its useful life. A new model will be energy efficient and save in maintenance and fuel costs. There is no adequate heating ventilating and air conditioning (HVAC); the system has been modified piece-meal and is ineffective in providing proper heat and air. Thirteen (13) electric heaters are used to supplement the heat provided by the boiler. In the summer, air is provided by four noisy, window mounted air conditioning units. SPECIFICS: 1. Install complete HVAC system at Palmer City Hall. 2. Public Works staff will identify buildings and generate complete list of specifics (site, foundation, structural, HVAC, plumbing, heating, electrical, roofing, foundation, windows, doors, finishes). Building Inspector will conduct building inspection. Fire Marshal will inspect for life safety issues, Mechanical Engineer will do analysis of HVAC & plumbing, and Electrical Engineer will do analysis of electrical systems.			2013 - 2014	New	\$290,000			\$290,000
	16		Data Sourcing - IT Virtualization and Financial Software	Finance	RATIONALE: <u>Information Technology Virtualization:</u> The City's data systems reside on servers which are outdated and overloaded. The system badly needs to be upgraded, both to increase safe records retention and for cost savings to the City. Additional technology savings can be realized by hosting the Exchange server through TekMate. <u>Financial Software:</u> New financial software will rapidly facilitate on-line payments of utilities, taxes, and business licenses, as well as on-line sales tax reporting. The software will also provide enhanced financial reporting capabilities. The cost is estimated at \$300,000. □	Citywide	Utility and sales tax consumers, City staff		New	\$300,000	IT Virtualization \$100,000; Financial Software \$200,000		\$300,000
7	8		Depot and Museum Exterior Doors and Flooring	Comm Dev	RATIONALE: MUSEUM: None of the exterior doors at the Museum are ADA compliant or energy efficient. Easy-to-open doors are a life safety basic need for any public facility. In an emergency, crash bar hardware for easy to open exit doors is most important in preventing injuries and/or fatalities. The Life Safety Code requires two exits from these spaces. The thousands of people who use this facility each year will benefit from these improvements. The Museum is a major tourist destination for visitors (30,000 in 2011) to Palmer and houses the City's collection of historic items and documents. DEPOT: The floor tiles in the public meeting areas of the Palmer Depot are cracked and many tiles are broken. The old tiles need to be pulled up and 5/16" underlayment installed before new tile is laid. All exterior doors are worn out. They are hard to close and are neither ADA compliant or energy efficient. SPECIFICS: For Doors: One set of double doors into the Museum building that are estimated to cost \$7,000 to replace and two single swing exterior doors that are estimated to cost \$2,000 each to replace. Additional doors at Depot will cost est. \$13,000. For Flooring: Replacement Floor Tile for entire area of Depot.	Palmer Depot at 610 S. Valley Way, and Palmer Museum at 723 S. Valley Way	Residents, the public and thousands of visitors (30,000 to the Museum in 2011)		New	\$75,440	Depot: Flooring Tile \$51,440; Doors 13,000; Museum: Doors \$13,000.		\$75,440

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6	12		Energy Conserving Systems at the MTA Events Center	Comm Dev	RATIONALE: These investments will reduce utilities costs at the MTA Events Center, and are based on an intensive energy audit of the building conducted earlier this year by an independent consultant. SPECIFICS: 1. Install heat exchanger \$44,500; 2. Install VFD condenser fans to manage discharge temperature. \$9,000; 3. Integrate heating system with a building automation system \$27,500; 4. Install three 120 gallon double-walled heat reclaim tanks to provide up to 300,000 BTU/h of hot water pre-heat for Zamboni water. \$36,500; 5. Install VFD on brine pump programmed through the computer system. \$9,000. City operational costs will be reduced, benefitting the public who rent the facility, attend an event, or pay taxes in Palmer.	MTA Events Center at 1317 Kerry Weiland Way	Residents, the public and staff will benefit from improved facilities and reduced operational costs.		New	\$126,000	Heat exchange \$44,500; VFD \$9,000; Building automation system \$27,500; Three 120 gallon heat reclaim tanks \$36,500; Install VFD on brine pump \$9,000.		\$126,000
5	3		Fire & Rescue Training Center Upgrades	Public Safety	RATIONALE: The Fire & Rescue Center is in serious need of improvements. The Center remain on the current grounds in the open field north of the current location. The current tower location is in the middle of the parking lot and does not allow for proper movement of apparatus around the structure for training classes. Apparatus is stationed at the Fire Training Center and the responders must unlock the gate separating the Center and the Airport prior to unlocking the station, reducing critical response time. Members of the public who come to the Community Development office for business would also face this situation. This project would allow better access to the station entrance through the open side and provide a better response time for emergencies. All Palmer firefighters benefit; citizens of Palmer and Greater Palmer Fire Service Area receive better response by opening access to the building housing apparatus. SPECIFICS: 1. The three-story tower will be relocated to a more suitable location on the grounds for fire training. 2. The ground will be prepared and a hard surface installed to operate apparatus on and completely around the tower. 3. The fence will be rerouted and an electric gate installed to allow a majority of traffic and emergency to not have to enter the fenced area for access. 4. The Fire Training Center and Community Development area complex will be fully paved. 5. Rehabilitation of the Fire Training Center will include structural and exterior repairs.	645 E Cope Industrial Way	Palmer Fire Department and the public to whom they respond	As funding is available	New	\$1,500,000	Engineering & Design \$ 350,000; Construction \$ 900,000; Paving \$250,000.	TBD	\$1,500,000
	6		Golf Course Fencing and Upgrades	Public Safety - Airport	RATIONALE: The Palmer Golf Course is located on land acquired by federal Airport Improvement Program (AIP) grants. The Golf Course was constructed with regulatory assistance and permission from the Federal Aviation Administration (FAA). Since the construction of the City of Palmer Golf Course in the late 1980s, the FAA has changed safety requirements related to the Object Free Area (OFA). As a result, the City Golf Course fence is now sited within the OFA. Frangible, or break-away fence couplers have been proposed for 850 fence posts on the Golf Course fence. FAA will provide design standards, including a probable request to replace the chain link fence with a fiberglass fence. Without the frangible fencing solution, the fence would need to be removed in its entirety, which would close half of the City's Golf Course. SPECIFICS: This project includes frangible coupler fencing for one mile of fencing and maintenance and operations upgrades for the facility.	Palmer Golf Course, and the Airport fence on the east side of runway 16-34 and the east end of runway 9-27.	General aviation public, Recreational users of golf course, and benefit to economic development rivers in Palmer	May - Sept 2014	New	\$300,000	\$300,000 covers the fence engineering, design, purchase and installation of frangible fencing materials and course upgrades		\$300,000

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4	11		Mat Maid Block Property Development Phase 1	Comm Dev	<p>RATIONALE: The City of Palmer is working on a project too acquire all seven properties that comprising the 8.74 acre Mat-Maid Block by the end of 2012. If that occurs, the City would quickly begin addressing issues of environmental remediation and development planning for the property in 2013. These seven properties represent a vital part of downtown Palmer that has historical significance and economic development potential. The City will weigh all potential development options before moving to the development phase. The process for preserving and developing the Mat-Maid Block will involve extensive community involvement. Development options may involve public/private partnerships, seeking grants for historic preservation and restoration, corporate sponsorships, and environmentally sensitive site development. The City will use consultant services to consider a variety of development options that may involve public/private partnerships, seeking grants for historic preservation and restoration, corporate sponsorships, and environmentally sensitive site development. Funding to advance the development planning in a timely, coordinated, and transparent manner with maximum public participation will make it more likely that this historic property is developed for greater public benefit. SPECIFICS: The City of Palmer is working to acquire all seven properties that comprise the 8.74 acre Mat-Maid Block by the end of 2012. If that occurs, the City would use up to \$3 million in bonds, as approved by the public, to acquire the property.</p>	Mat Maid block of Properties in the downtown Palmer Historic District			New	\$200,000			\$200,000
	15		MTA Events Center Exhibition Infrastructure	Comm Dev	<p>RATIONALE: The MTA Events Center has received upgrades to accommodate enough people for expanded community, business and trade show events. The expanded facility does not, however, have the necessary infrastructure, including seating, spot lighting, audio and video technical equipment, visual enhancements, flooring or partition sections to manage the logistics of these types of events. In order for the Events Center to expand its base of activities, these important components will need to be present. SPECIFICS: This project will involve a professional evaluation of relevant spaces at the MTA Event Center, producing a review and recommendation of the types of materials to best meet the stated needs, and finally procurement of those materials. Multiple staff will then be trained in the set-up procedures for continuity of facility operations. (NOTE: <i>The administration recognizes that the equipment to create a professional events and conference space is a necessary part of upgrading the MTA Events Center, but because the Legislature recently provided funds for some facility upgrades, we feel this project may need to find funding from other sources, or wait until a more opportune time.</i>)</p>	MTA Events Center 1317 Kerry Weiland Way	Diversified user base, increased revenue		New	\$ 750,000.00 est.			\$ 750,000.00 est.

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	10		Municipal Small Aircraft Wash Area	Public Works	<p>RATIONALE: The Palmer Municipal Airport needs a designated wash area for small aircraft. The wash area would operate from spring to fall using a wet well and recycling the water under ADEC regulations through a coin operated pressure wash system. In addition to providing a requested service, a dedicated wash area could reduce the hydro carbons, spray-on cleaners and soaps currently being dumped on the parking apron when individual owners wash their aircraft. SPECIFICS: A 30 foot x 30 foot concrete apron is proposed for construction next to the City of Palmer equipment storage building where water, sewer and electrical connections are already onsite.</p>	Palmer Municipal Airport	Entire flying public	TBD by funding availability	New	\$50,000	TBD	N/A	\$50,000
1	4		Parks Projects	Comm Dev	<p>RATIONALE: The City of Palmer was approached by a consortium of nine concerned groups and individuals asking for the City to construct a pump track in Palmer. Urban revitalization is important in Palmer's comprehensive planning. Trails connecting the Alaska State Fairgrounds and points of interest to the downtown core area will give residents and visitors access to recreation and services. A community visioning process discussed the pedestrian connection between the heart of the community and the fairground and the area trails system. The project serves local residents and invites visitors to experience the community. The City spent \$600,000 in federal funds to create the existing trail system. This phase will be from the heart of town to southern trails, and the fairgrounds. Benefits include increased community access, promotion of healthier lifestyles, encouraging seniors from the Palmer Senior Center and Pioneer Home to get out and walk in summer months, and for youth to to access other parts of this community. SPECIFICS: Palmer Bicycle Pump Track (\$44,000), Walk to the Fair Revisited (\$300,000), Wilson Park Development (\$100,000), McKechnie Park Upgrades (\$80,000), Construction of New Trail Connections (\$100,000), Construction of Sport Court Basketball Court (\$46,500), Construction of Teen Park (\$78,250)</p>				New	\$748,750	Palmer Bicycle Pump Track (\$44,000) Walk to the Fair Revisited (\$300,000) Wilson Park Development (\$100,000) McKechnie Park Upgrades (\$80,000) Construction of New Trail Connections (\$100,000) Construction of Sport Court Basketball Court (\$46,500) Construction of Teen Park (\$78,250)		\$748,750
8	14		Paving Projects	Public Works	<p>RATIONALE: Cracked and uneven parking areas are trip and fall hazards and make City buildings more difficult to access safely for members of the public and staff alike. This project would address safety concerns, make parking areas easier to maintain, and make paved areas around City buildings more attractive. While wearing slip guard protection and sprinkling ice melt helps to treat winter pedestrian symptoms, they are temporary band-aid fixes. Large problem holes still remain. These holes present both walking and driving hazards in parking lots already steeply sloped in areas. Winter ice and snow conditions increase the likelihood of slip & fall injuries. The road surfaces on Cobb Street and South Valley Way are in disrepair and need to be replaced. These upgrades will improve the safety for motorists and pedestrians, ease of maintenance for the City, and improve the appearance of this highly visible and heavily traveled roadway. SPECIFICS: City Offices Paved Parking (\$380,000), Roadway Resurfacing on S. Valley Way (\$128,000), Roadway Resurfacing on Cobb Street (\$650,000)</p>		City employees, visiting public, motorists	As soon as funding is available	New	\$1,158,000	City Offices Paved Parking (\$380,000), Roadway Resurfacing on S. Valley Way (\$128,000), Roadway Resurfacing on Cobb Street (\$650,000) 10% match from City		\$1,158,000

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	7		Public Safety Building (Police) Repair & Maintenance	Public Safety	<p>RATIONALE: All of these maintenance items will provide additional safety to both employees and community members that visit the building. Additionally, ice and snow create a hazard and sever liability issue when handcuffed prisoners are brought to the building. Alaska State Troopers will receive a new air handler, increasing energy efficiency, and upgrades such as new sewer service to address periodic sewer backups; and a covered walkway.</p> <p>SPECIFICS: 1. Demo existing pneumatics; install new air handler controls, hot water valves, 3 way coils, boilers, VAV boxes, fans; 2. Vacuum all air ducts to remove dirt and other debris; 3. Install new sewer service from the Public Safety Building to the sewer main and insulate to prevent freezing; 4. Install a covered walkway for the rear center primary entry; 5. Exterior siding is rotten or gone in various places. Replace these sections and repaint the complete exterior of the building. Repaint common areas such as hallways and lobbies; 6. Install new generators on both sides of the building; 7. Replace glass doors aplastic window partition at AST front counter area with steel doors and reinforced glass partition; 8. Replace aging boiler with a newer high efficient design; 9. Mill and repave both front and rear lots; 10. Remove and reinstall ADA compliant sidewalks and ramps to eliminate broken or separated areas; 11. Install new gutters and heat tape along with new connections to eliminate ice from sidewalks; 12. Install new plumbing in several areas to meet current code; 13. Remove trees on the north side of the facility.</p>	423 S. Valley Way	Palmer Police Department and Alaska State Troopers	As soon as funding is available	New	\$400,000	Varies by project	TBD but funding through homeland security etc not within scope of those grant offers	\$400,000
	13		Public Works Storage Building Upgrades	Public Works	<p>RATIONALE: The 5600 square foot facility, built in 1970 and relocated to the new present Public Works site in 1983, is used to house two solid waste collection trucks. It is also used for storage of equipment and additional small water and sewer repair parts needed within the City. This project will eliminate the inhalation of disease causing shards of glass coated with phenol-formaldehyde and urea-formaldehyde resins which rain down upon employees when loosened by wind pummeling the building and operation of overhead doors. Improved lighting will enable employees to better avoid slip, trip, and fall hazards. This project is required to conform to OSHA standards for health and safety.</p> <p>SPECIFICS: This project would remove existing 2" foil-backed insulation and old inefficient lighting along with removal of conduit and conductors throughout the structure which were installed when the building was constructed. The project includes the application of 4" poly seal spray foam to achieve an R value of 25 throughout the facility and install 11 high bay energy efficient florescent fixtures and associated wiring. A clean air system will also be installed to eliminate exhaust fumes. Estimated Total \$150,000</p>		City staff and reduced energy costs		New	\$150,000	Land & right-of-way \$ Engineering & Design \$5,000 Construction \$ 140,000 Furniture & equipment \$2,000 Other – legal, admin, etc \$3,000		\$150,000

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	17		Security Powered Gate Purchase & Installation	Public Safety	<p>RATIONALE: The City of Palmer Municipal Airport has experienced a growing number of petty crimes. The placement of security gates will provide better control and security over airport operation areas with the expected benefit of reducing reports of aircraft or buildings being vandalized, fuel stolen, and unauthorized vehicles on runways and taxiways. SPECIFICS: The Security Powered Gate Project will install power opening gates with key pad operators at the four major primary road access points around the facility. This project will install power operated gates at East Cope Industrial Way to provide an access point for large aircraft parking and South Airport Road to provide secure access to the small aircraft parking area and aircraft related businesses, and an access point to the small aircraft parking area Flight Service Building as well as several aircraft-related businesses along East Evergreen Avenue & South Airport Road. Additional fencing is required to keep key pads and gates out of active roadways and traffic patterns.</p>	Palmer Municipal Airport	Leaseholdersvi siting pilots and aircraft, aircraft tied down permanently	Open	New	\$100,000	TBD	N/A	\$100,000
	1		Steel Water Main Replacement	Public Works	<p>In 2007, the City identified 25,000 feet of old decomposed and leaking steel water lines. This project entails engineering and construction of an improved water delivery system and respective impacted roads in the Sherrod Area. Specifics include paving gravel roads with associated improvements, installation of storm drains and street lighting, replacement of existing eroded steel water mains and ADA sidewalk compliance upgrades. This will be the close-out phase in the City of Palmer Steel Water Main Replacement Project. Most of those lines have now been replaced; the Sherrod area is the last section of the City slated for improvement. Based on well production over the last several years, and even including 302 additional customers on the City water system since 2006, the average daily usage has dropped significantly. Through these measures, the City water system efficiency has been increased by approximately 40%. SPECIFICS: Pavement in poor condition will be replaced on 3,000 linear feet of streets, including routes to two elementary schools and the Mat-Su Borough School District Administration Building. It will include paving and installation of sidewalks on 2,500 linear feet of existing gravel streets in developed neighborhoods. Project Cost: \$4,000,000</p>				Final Phase	\$7,500,000			\$7,500,000

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9	5		Wastewater Treatment Lab Replacement	Public Works	<p>RATIONALE: This facility is used by the City's waste water treatment operators and utility foreman. This project will produce a much better, safer working environment for the City's operators as they work with the treatment process and closely monitoring the treatment process. This project has great potential to receive additional funding from EPA and ADEC sources. Deterioration of our current lab could make it impossible to continue producing quality lab work. The current and makeshift structure was built in 1972, with additions in 1978. It houses the lab, WWTP office, backup generator and running blowers. The generator issues loud noise, heat, diesel fumes and exhaust fumes into the offices/lab. The facility is assumed to contain asbestos which would make repairs very costly. The front of the building was severely damaged in 2010. The roof leaks badly in the winter due to ice dams and in the summer rains. A single wall fuel tank will be replaced with a double wall tank. A new lab will also lower the high costs associated with taking samples to Anchorage in operator time, vehicle expense and lab fees. SPECIFICS: Replace existing lab and office at the waste water treatment facility. A new building would include a new natural gas generator, which would eliminate exhaust and diesel fumes. A new lab would be built to new safety standards to protect lab personnel.</p>				New	\$228,000	15% match from City		\$228,000
	18		Water Meter Read System	Public Works	<p>RATIONALE: The City water utility will see a reduction in overall operations and maintenance costs of reading residential and commercial water meters. There will be a reduction in water meter read time, billing, clerical errors, pump run time and water treatment chemicals required by ADEC. A central reading system will be reviewed daily, allowing staff to identify water leaks throughout the system immediately. SPECIFICS: This project will purchase and implement a wireless Badger Central Meter Reading System throughout the City of Palmer water distribution system. Project Cost: \$500,000</p>	City of Palmer Water System	Utility customers		New	\$500,000			\$500,000
2	2		Well #2 Improvements	Public Works	<p>RATIONALE: This will enable City Well #2 to be used as a back-up to City Wells #1, #4, and #5. At present, the City does not have adequate emergency backup should City Wells #4 and #5 become contaminated. City Well #1 is not capable of adequately and independently supplying the quantity of water necessary. This project will ensure the ability to supply water to the City if City Wells # 4 and #5 become contaminated or go down. It will prevent the City from having to haul water if something goes wrong with the water supply. SPECIFICS: New Pump and Raised Intake: This project will install a new pump in City Well #2 (presently out of service) and raise the intake to draw more efficiently. □</p>				New	\$2,000,000	15% match from City		\$2,000,000

PRIORITY