

**A. CALL TO ORDER**

A regular meeting of the Palmer City Council was held on July 12, 2005, at 7 p.m. in the council chambers, Palmer, Alaska.

Mayor Combs called the meeting to order at 7 p.m.

**B. ROLL CALL**

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

Tony Pippel	Kathrine Vanover
Jim Wood	Steve Carrington
John Combs	Ken Erbey

Also in attendance were the following:

Tom Healy, City Manager  
Jack Snodgrass, City Attorney  
Janette Bower, City Clerk

**C. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Council Member Pippel.

**D. APPROVAL OF AGENDA**

*The agenda was approved as presented.*

1. Approval of Consent Agenda
  - a. Action Memorandum 05-081: Authorize DOT Grant Reimbursement for Overtime Money Spent to Support the Strategic Evaluation States Initiative to Reduce Traffic Related Deaths and Injuries through Impaired Driver Enforcement
2. Minutes of Previous Meetings – *the minutes were amended and approved.*
  - a. July 12, 2005, Regular Meeting

**E. COMMUNICATIONS AND APPEARANCE REQUESTS**

1. Jeff Barnhardt

Mr. Barnhardt reported on the following items:

- Hosting large event at the course this week;
- The year-to-year and year-to-budget figures are solid through the month of June;
- The April windstorm covered half of the course in silt which initially set the course behind for the year, however comparisons of previous course activity and budget indicates a gain and comments have been received that the course is in its best condition;
- The overall Valley growth has impacted the course, course management has developed methods and procedures to capture additional revenue and customers,

these methods have been implemented by other courses;

- The Settler's Bay Golf Course is no longer a struggling course but an aggressive course, Moose Run opened earlier in the season; currently the Palmer course has absorbed the impact caused by Settler's Bay and Moose Run by opening earlier in the year;
- The course is in good condition but is not experiencing the desired growth;
- Continues to deal with aging equipment;
- Maintenance has improved and thus far 251 season passes have been sold;
- Modified promotion strategies, which create a dividend;
- Sensitive to the number of operational days, irrigation situations are being updated, Eagle Glenn replaced their equipment two years ago and surplused the equipment to the Palmer Golf Course;
- Cart Barn operations;
- Renumbering of the holes;
- Discussion ensued regarding net and incurred expenses, the biggest expense change is the fuel costs;
- Selected number one Golf Course with GolfDigest for three straight years;
- Discussion ensued regarding the capital expenses and reserves generated by the course;
- Discussion ensued regarding corporate passes;
- Discussion ensued regarding plans for future capital purchases.

## 2. Sara Jansen – City of Palmer Community Development Coordinator

Ms. Jansen reported on the following items:

- Unightly Premises – sent over 80 letters to homeowners, successful in getting results, working with police in terms of junk vehicles;
- Parking Ordinance – work session scheduled for July 19, a sample ordinance will be available by the end of the week;
- Residential District changes went into effect on June 30, 2005;
- Comp Plan – a successful meeting was held with Department Heads and Consultant, a Planning Team meeting on was held Wednesday, July 14, a schedule has been mapped out with the goal of completion by September 30;
- Meetings will be held in August regarding the Borough's grant for design guidelines for the historic districts;
- The Borough received notice from the State Historic Preservation Office regarding the receipt of the National Heritage Area grant by the City of Palmer;
- Property owners and merchants have begun working on development of the Business Improvement District;
- The plat review process;
- Building permit activity;
- Colony Days – a successful event with many visitors in town;
- Friday Fling – continues to be successful, spoke of the Matanuska pea giveaway.

## F. AUDIENCE PARTICIPATION

**Verda Lewis** spoke of the six and four-plexes being built and the use of rural mailboxes, as opposed to the cluster box system for those units. She spoke of the developer's responsibility to

provide a mailbox system. Ms. Lewis stated that the mailboxes are being placed close to the street and voiced her concerns over snowplows damaging the boxes.

**Donna Massey** handed out two letters regarding noise generated Friday evening at the race track located at the State Fair. She spoke of the State Fair's development of the track and noise testing. She stated that the noise levels were so intense that a mile away, conversation could not be held. Ms. Massey explained that due to the noise, she and her guests were robbed of their outdoor activities. She stated that she read the papers regarding the expansion of the race track and asked of the public and City input regarding the project. Ms. Massey asked that immediate action be taken to curtail racetrack advancement and stated that the activities do not belong in the City. She thanked the council for their hard work.

**Michelle Kincaid and David Clappe**, owners of the Valley Hotel and the Koslosky Center spoke in opposition of the proposed building height in the General Commercial district. She spoke of the future growth planned and the effects that the change in the building height would have on the growth of the hotel.

### **G. ACTION MEMORANDUMS**

**Item 1** – Action Memorandum 05-071: Authorize Donation to the Salvation Army for Continued Support of the Summer and After-School Program

MOVED BY:	Pippel	To authorize a donation to the Salvation Army for continued support of the Summer and After-School Program
SECONDED BY:	Vanover	

Major Dan Hughes, Director and Tim Brown, Youth Director thanked the City for their past support of the program and explained the funds received from the Mat-Su Borough which allowed the hiring of a director for the after-school program. Major Hughes explained the summer program and the camps held during the summer. He provided an explanation of the expansion of the after-school program from three to five days a week with the intention of the program to operate five days a week in the fall. He also explained the availability of vans to transport students in the fall. Major Hughes explained the efforts to staff the programs with as many volunteers as possible and spoke of the grants which are applied for. He spoke of the desire of the Salvation Army to provide a safe environment and the support provided to the families.

Mr. Brown explained the goals of the previous and the goals for the upcoming year which include construction of a skateboard ramp along with adequate supervision of the skateboard activities, additional playground equipment and the continued expansion of the volunteer base. He explained the applied for Beaumont Corporation grant for five computers and the use of the computers.

Council Member Pippel asked of the numbers of students served last year. Mr. Brown explained that there were a total of 81 different youth in the program, with 21 in attendance on any given day. He explained the desire of to increase the amount to 50 in attendance per day.

Council Member Wood asked of program documentation and generated reports. Mayor Hughes explained the reports generated on a monthly basis submitted to the Borough and Salvation Army headquarters in Anchorage.

Mayor Combs stated that the services provided have helped tremendously with the amount of

youth loitering at the Library and have met a need in the community.

Primary Amendment #1 to Main Motion		
Moved by:	Combs	To amend the main motion to include them amount of \$5,000
Seconded by:	Pippel	

Council Member Wood spoke in opposition to the give away of funds and asked that reports be given to the council regarding the effectiveness of the program.

Council Member Pippel explained the previous issues with middle school age students and explained the after-school program started by the Salvation Army to alleviate the issue. He further explained the direct benefit to the City.

Pat Kilmain, Palmer Library Director stated that there have been fewer issues with the students and stated that the Library frequently refers students and their families to the program.

Council Member Carrington stated that he would like to see reports but stated that because of the size of the community, the need for a contract is unnecessary.

Council Member Wood asked that a formal request be made to the council.

Vote on Amendment:	Motion carried by unanimous voice vote.
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Primary Amendment #2 to Main Motion		
Moved by:	Wood	To require the Salvation Army to write a formal proposal for the funds along with the requirement of periodic program reports
Seconded by:	Pippel	

Vote on Amendment:	Motion carried by unanimous voice vote.
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VOTE ON MAIN MOTION:	Motion carried by unanimous voice vote.
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**Item 2 – Action Memorandum 05-073: Authorize City Manager to Enter Into a Memorandum of Agreement with the Matanuska-Susitna Borough for Block Grant Funding**

MOVED BY:	Pippel	To authorize the city manager to enter into a memorandum of agreement with the Matanuska-Susitna Borough for Block Grant Funding
SECONDED BY:	Vanover	

City Manager Healy explained the grant and its formula loosely based on Library usage.

Council Member Pippel asked of previous funding levels. City Manager Healy explained the revised formula due the State Revenue Sharing program. Pat Kilmain, Palmer Library Director explained the committee formed to address the funding formula.

VOTE ON MAIN MOTION:	Motion carried by unanimous voice vote.
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**Item 3 – Action Memorandum 05-077: Authorize City Manager to Negotiate and Enter into a Professional Services Agreement with Hattenburg, Dilley & Linnell to Perform Professional Design and Bid Phase Services for Capital Improvements at the Palmer Municipal Airport**

MOVED BY:	Pippel	To authorize the city manager to negotiate and enter into a Professional Services Agreement with Hattenburg, Dilley & Linnell to perform professional design and bid phase services for capital improvements at the Palmer Municipal Airport
SECONDED BY:	Erbey	

City Manager Healy explained the grant and proposed budget. He explained the scope of work as a planning and design phase and involves design and rehabilitation of runway 9/27. He stated that the work will include the runway protection zone and design work for the expansion of large aircraft apron to the north.

Discussion ensued regarding the type of allowable aircraft landing at the airport and the airport expansion work in the early 1980's as a plan for a rail-freight hub.

City Manager Healy stated that an issue in the proposal involves property acquisition and the inclusion of an extensive amount of environmental work. He stated that originally authorized by the FAA was an area of property near the arboretum and the University houses. City Manager Healy explained that following approval, the consultant will review the scope of property acquisition.

Council Member Pippel asked of the runway protection area and the inclusion of arboretum property. City Manager Healy explained the subdivision of lots B28, lot B30 and the needed navigation easements.

VOTE ON MAIN MOTION:	Motion carried by unanimous voice vote.
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**Item 4 – Action Memorandum 05-078: Authorize City Manager to Enter Into a Professional Services Agreement with Hattenburg, Dilley and Linnell Engineers for Construction Management Services for the Southwest Utility Extension Project**

MOVED BY:	Pippel	To authorize the city manager to enter into a Professional Services Agreement with Hattenburg, Dilley and Linnell Engineers for construction management services for the Southwest Utility Extension Project
SECONDED BY:	Erbey	

Council Member Pippel asked of the acceptable range of costs for construction costs. Mr. Koch stated that the project is currently in the low range.

VOTE ON MAIN MOTION:	Motion carried by unanimous voice vote.
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## H. HEARINGS, ORDINANCES AND RESOLUTIONS

**Item 1 – Public Hearing – Resolution No. 05-016: Authorizing a Memorandum of Agreement with the Alaska Department of Transportation and Public Facilities for Maintenance of Median and Gateway Landscaping on the Glenn Highway within the City of Palmer (IM 05-058)**

MOVED BY:	Pippel	To adopt resolution no. 05-016
SECONDED BY:	Wood	

Mayor Combs opened the public hearing for resolution no. 05-016. The following person testified:

- Maryann Cockle asked of the landscaping and the widening of the road.

Council Member Wood spoke in favor of the resolution and the provision of the City maintaining the landscaping.

City Manager Healy explained DOT's determination of road width and the concept meeting held with DOT. He stated that the City continues to emphasize the project as a five-lane project with turn pockets and pedestrian accommodations that must accommodate the internal traffic and pedestrian needs of Palmer.

Council Member Wood asked of the project in relationship to the Palmer-Wasilla Highway. City Manager Healy stated that the widths are unknown at this time and spoke of the median currently in the area of Carr's.

VOTE ON MAIN MOTION:	Motion passed by unanimous voice vote.
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**Item 2 – Public Hearing – Resolution No. 05-020:** Authorizing the City Manager to Submit an Application to the Alaska Department of Environmental Conservation for a Loan from the Alaska Drinking Water Fund (IM 05-064)

MOVED BY:	Pippel	To adopt resolution no. 05-020
SECONDED BY:	Vanover	

Mayor Combs opened the public hearing for resolution no. 05-020. There were no persons who wished to testify.

VOTE ON MAIN MOTION:	Motion passed by unanimous voice vote.
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**Item 3 – Public Hearing – Resolution No. 05-021:** Authorizing the City Manager to Submit an Application to the Alaska Department of Environmental Conservation for a Loan from the Alaska Clean Water Fund for the Southwest Utility Extension Project (IM 05-065)

MOVED BY:	Pippel	To adopt resolution no. 05-021
SECONDED BY:	Vanover	

Mayor Combs opened the public hearing for resolution no. 05-021. There were no persons who wished testify.

Council Member Pippel asked of the interest rate. City Manager Healy explained the interest rate as 1.5%.

VOTE ON MAIN MOTION:	Motion carried by unanimous voice vote.
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**Item 4 – Public Hearing – Resolution No. 05-022:** Authorizing the City Manager to Accept a Grant from the Alaska Department of Environmental Conservation Matching Grant Program (IM 05-066)

MOVED BY:	Pippel	To adopt resolution no. 05-022
SECONDED BY:	Erbey	

Mayor Combs opened the public hearing for resolution no. 05-022. There were no persons who wished testify.

VOTE ON MAIN MOTION:	Motion carried by unanimous voice vote.
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**Item 5 – Public Hearing – Resolution No. 05-023:** Accepting a Grant for the Museum Object Registration Project from the Department of Education and Early Development, Division of Libraries, Archives and Museums (IM 05-068)

MOVED BY:	Pippel	To adopt resolution no. 05-023
SECONDED BY:	Erbey	

Mayor Combs opened the public hearing for resolution no. 05-023. There were no persons who wished testify.

VOTE ON MAIN MOTION:	Motion carried by unanimous voice vote.
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**Item 6 – Public Hearing – Resolution No. 05-024:** Providing for the Submission to the Qualified City of Palmer Voters the Question of Whether to Amend the City of Palmer Charter by Changing the Form of Government (Section 1.2), From Council-Manager To Mayor-Council Form, and Expanding the Powers of Mayor (Section 3.4), Deleting the Term City Manager (Section 5.4), Deleting the Term “City Manager” From Officers (section 2.1), Compensation of Officers (Section 2.5), Removal from Office (Section 2.11) and Administrative Officers and Employees – Appointment, Terms and Compensation (Section 5.3(a)); and Substituting the Term “Mayor” for “City Manager” in Powers of the Council to Appoint Citizen Boards (Section 3.7), Restrictions of Power of the Council (Section 3.8), Administrative Officers and Employees – Appointment, Terms and Compensation (Section 5.3(b)), City Attorney (Section 5.6), Budget Statement of the City Manager (Section 6.2), Budget Adoption Procedure (Section 6.3), Budget Control (Section 6.4), Detailed Procedure to be Fixed in the Code (Section 8.2), Public Utility Franchises (Section 13.5), and Plans of Facilities in Streets and Public Places (Section 13.9) of the City of Palmer Charter at an Election In and For the City of Palmer on October 4, 2005 (IM 05-067)

MOVED BY:	Vanover	To adopt resolution no. 05-024
SECONDED BY:	Erbey	

Mayor Combs recused himself from the item; the action was confirmed by Mayor Pro-Tempore Pippel.

Mayor Pro-Tempore Pippel opened the public hearing for resolution no. 05-024. The following persons testified:

- **Mike Madar** spoke of the current requirement that the Mayor be elected every three years without the necessity of management skills. He stated his confidence in Mayor Combs’ ability to operate the City but was unsure of future mayors. He spoke of City Manager Healy’s expertise and competency. Mr. Madar commented on the Mayor’s compensation and asked that the running of the City remain with a manager form of government.
- **George Williams** spoke in favor of a strong Mayor form of government. He stated that there are many qualified persons who could run for Mayor. He stated that he has no problem with Mr. Healy and feels that the citizens should have an opportunity to state who they are in favor of running the City.
- **Ben Hermon** stated that the position of Mayor is proof that there are things that are going on that should have more public exposure. He described the manner in which of trying to get a hold of the Mayor as a difficult task. He stated that the position should be out in the open where the public can get a hold of him.
- **Tom Myhre** explained his ownership of a business in downtown Palmer and spoke of his

fondness for Palmer. He highlighted his involvement with the Chamber, the Lions and the Rotary Club. He stated that his business is looking to double the amount of offices in the Valley and explained that the home office spends a lot of money to find the right location. He stated that the City is growing fast and stated that when large businesses attempt to come into the City, they need to sit down with the person in authority – the Mayor.

- **John Alcantra** explained his surprise of the topic and pointed out that on average larger City's that have a manager form of government and our sister city has a mayor form of government. He stated that having a strong mayor form of government does not guarantee that a person with the necessary skills to run the city will run the city. He expressed his concern regarding the immediate effective date creating an image of impropriety and a negative public view. He stated that the public could possibly view change in the form of government as an attempt to feather the Mayor's cap. Mr. Alcantra described the current time in history as busy and stated that through all of the issues, continued growth continues to be evident for the Palmer community and asked if all the facts regarding changing the form of government have been examined. He asked that the process be slowed down and stated his concern of chances of success with the voters.
- **Verda Lewis** stated that she feels that a mayor form of government is a good idea and described the current process of speaking to a city manager who must go to the council for direction as inefficient. She stated that she would like to see a form of government which gives the Mayor the authority to make decisions.
- **Larry Bucholtz** explained his residence within the Valley and spoke of his interest in the City. He stated his concern over the resolutions sudden appearance and spoke of politics. He stated his favor of a work session before the item becomes concrete. Mr. Bucholtz described a change of government as important, if not the most important business that the council will accomplish during its tenure.
- **Delania Johnson** stated that she was startled by the resolution and her immediate reaction was to question "what is wrong with the council as it is now?" She explained her impression that the council exemplifies the government and process she admires. She stated that she believes that the change is much bigger than those who are in the room at this time and will have a tremendous long range effect. She cited statistics regarding the city manager form of government. Ms. Johnson stated that she likes the way that the city is run at this time and until there is a reason, things should not be changed.
- **John Combs** apologized for the fact that the item has come suddenly to the public and council. He stated that it took four months to come to the conclusion of the need of the change in government. He spoke of his management background and conclusion of the need for a full-time mayor. He emphasized that the city manager is doing all that he can do to keep up with the demands of the City and that as the mayor he is doing so as well. He spoke of the mayor-council form of government as a direction of the council and spoke of the presence required at the state level.
- **Michelle Kincaid** asked of the reason why the mayor could not be a paid position but work concurrently with the manager.

Council Member Vanover spoke of the need to postpone the vote on the resolution until July 26 and to set a work session regarding the resolution prior to that date. She stated that the issue isn't regarding personalities but the needs of the city. Council Member Vanover explained to the audience that there are not problems within the city but there are needs due to growth.

Council Member Carrington stated that the issue has made him reflective to determine the

current and future needs of the City. He stated that Palmer is fairly unique in its ability to work together for betterment of the City. He spoke in favor a work session and postponement.

Council Member Erbey spoke of the need to be more informed and to hold a work session.

Mayor Pro-Tempore Pippel spoke of the Open Meetings Act and the constraints placed on the Mayor and the council. He spoke of the significance in the change of government and stated that he would like more information. Mayor Pro-Tempore Pippel spoke of the timeframes regarding the election and stated his belief that a strong mayor would be more responsive to the public than the current system. He spoke of infrastructure funding and the requirements of interacting with others funders and the political processes regarding the interaction. He stated that he believes that having a strong mayor would cause the city to be more effective in receiving further infrastructure funding. Mayor Pro-Tempore Pippel spoke of structural responsiveness.

Primary Amendment #1 to Main Motion		
Moved by:	Vanover	To postpone vote on the main motion to the July 26 meeting and to schedule a work session for July 25 at 6:30 p.m.
Seconded by:	Carrington	
Vote on Amendment:		Motion carried by unanimous voice vote.

VOTE ON MAIN MOTION:	Motion postponed to July 26.
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**I. BIDS**

**J. UNFINISHED BUSINESS**

**K. NEW BUSINESS**

**Item 1** – Action Memorandum 05-070: Directing Administration to Draft an Ordinance Amending Section 17.32.060 (Building Height Limit) of the Palmer Municipal Code to Lower the Maximum Building Height Requirement from 50 Feet to 35 Feet in the General Commercial Zoning District

MOVED BY:	Wood	To direct administration to draft an ordinance amending section 17.32.060 (Building Height Limit) of the Palmer Municipal Code to lower the maximum building height requirement from 50 feet to 35 feet in the General Commercial Zoning District
SECONDED BY:	Vanover	

Council Member Wood spoke of previously held public hearings regarding the views in downtown Palmer and described the 35 foot allowance as sufficient with the public desire to maintain the aesthetic values of the views. He commented on the views and the open spaces created by the streets. Council Member Wood spoke of the size of the Borough building and the aesthetic value of the views from downtown Palmer.

Council Member Pippel commented on the size of the Borough and its location on three blocks.

Council Member Carrington spoke of the quotes by the University of Washington as appropriate to the downtown area and spoke of the direction of the ordinance to encompass all

of the City of Palmer.

Council Member Vanover stated that if the ordinance were to be designated for just the downtown area, then the downtown area would need to be established in code.

City Manager Healy spoke of the justification of height limits in certain circumstances and voiced his concern that the issue is piece meal and stated that he would rather see the decision made in an overall context of zoning. He stated that the topic needs to fit into a broader discussion and the areas of the City of where the height limit would be applicable.

Council Member Wood concurred with the Manager regarding further discussion and stated that perhaps more time to work the amendment in conjunction with the other studies would be appropriate.

Council Member Carrington asked the Attorney and Clerk of their knowledge of any other concerns regarding the issue.

Attorney Snodgrass spoke of height views in relationship to perspective to the other areas of the City. He stated that the council may want to consider having the 35 foot height limitation and having any building higher than that be considered a conditional use.

Ms. Bower described the University of Washington and Comprehensive Plan work as still in progress and the desire to incorporate work on those projects into any discussion regarding height limitations.

Mayor Combs stated his preference of waiting until the comp plan is complete and the vision of other areas of the town are before them as well. He spoke of incorporating work with other avenues such as a design manual, historical district, etc.

Primary Amendment #1 to Main Motion		
Moved by:	Wood	To lay the direction on the table (to postpone indefinitely)
Seconded by:	Vanover	

Vote on Amendment:	Motion carried by unanimous voice vote.
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VOTE ON MAIN MOTION:	Motion carried by unanimous voice vote.
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**Item 2 – City Manager Report on Staffing Issues (IM 05-063)**

City Manager Healy spoke of his mid-year staffing review and Department Head input regarding needed positions to fill immediate needs. He stated the difficulties related to growth and the demands and efficiencies gained thus far. City Manager Healy stated that the analysis does not identify future needs but expects that those needs will be defined through annexation discussions.

City Manager Healy explained the request for the following positions:

- Police Lieutenant – identified the duties of the position and stated that the position would allow for additional patrol duties by the sergeants. City Manager Healy described the department most affected by an annexation as the police department and explained the higher levels of service needed. He stated that the City should not delay in the additional of patrol positions prior to the annexation. He spoke of department turnover and the

currently vacant positions. City Manager Healy encouraged the council to examine the addition of two additional patrol positions during the budget season and recommended authorization of a lieutenant position at this time.

- Public Safety Dispatcher – due to increased activity, the police department has reported the need for an additional dispatcher position.
- Library – part-time library administrative assistant.
- Finance Department – Accounting Clerk I position. City Manager Healy explained that when one staff member is out of the office, the entire department is stretched and highlighted the duties of those filling in for the absent member. He stated that another issue with the Finance Department involves a new accounting clerk II position which will be addressed during the budget season.
- Community Development – Planner I. The Coordinator recommends that a Planner I be hired. City Manager Healy voiced his support of a technical person on staff to examine issues and focus on zoning subjects. He stated that due to the workload and the variety of work is favorable to a staff person. He commented on the intergovernmental duties of the Community Development Coordinator position.
- Public Works Department – at this time there is not a recommendation. City Manager Healy highlighted his conversation with the public works director regarding a project manager to assist with grant and project management. He stated that currently the department is looking to utilize the department’s time or a management service time to cover the issue.
- Fire Department – As growth occurs, there will be a need to hire another fire/building position.

Council Member Pippel objected to the process and described the appropriate time to examine City staffing levels as during the budget season. He stated that during a discussion with Council Member Hanson the need for a work session regarding the positions was identified. Through Council Member Pippel, Council Member Hanson requested an organizational chart.

Council Member Wood spoke of the appropriateness of the additional positions within the police department and stated that due to the growth, the department will continue to get behind.

Council Member Vanover voiced her concurrence with Council Member Wood regarding the police department positions and stated that the other requested positions should be addressed following a work session.

Council Member Carrington asked of the validity of the statistics provided by the police department and stated that the report contains ratios and asked of the origination of the references regarding the ratios and statistics. He stated that he was not ready to act on the issue.

Council Member Erbey voiced his agreement with Council Member Pippel and asked that the issue be addressed through the format of a work session.

Mayor Combs spoke of a police lieutenant position as been previously denied by the council during the previous budget cycle and the agreement to examine the addition of a patrol position mid-way during the fiscal year. He stated that he would like the departments to appear before the council for a report.

MOVED BY:	Pippel	To schedule a work session at the convenience of the council to discuss staffing needs
SECONDED BY:	Wood	

VOTE ON MAIN MOTION:	Motion carried by unanimous voice vote.
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**Item 3 – Action Memorandum 05-082: Personnel Action Regarding City Clerk**

MOVED BY:	Pippel	To enter into a two year contract with the City Clerk with an evaluation on or before July 1, 2006, and to increase the Clerk’s salary by \$3,000, effective July 1, 2005
SECONDED BY:	Wood	

Mayor Combs explained that the item was placed on the agenda at the request of the attorney to make certain that all measures of law were followed.

VOTE ON MAIN MOTION:	Motion carried by unanimous voice vote.
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**L. CITY MANAGER’S REPORT**

City Manager Healy reported on the following items:

- Insurance – Willis, Alaska will be in attendance at the next meeting to report on the insurance coverage;
- Finance Director – extended the temporary agreement with Mr. Ossakow during the vacancy of the position;
- Community Planning and Annexation – a joint work session with the Planning and Zoning Commission is scheduled for July 28 to discuss the schedule for the comprehensive plan, annexation petition and annexation areas, economic analysis of proposed annexation area, and zoning code revisions regarding pre-zoning in areas to be annexed;
- Anna Street Drainage – will request a budget modification to authorize drainage improvements in the area of Anna Street at a later meeting;
- State Fair Race Track – a letter has been sent to the Fair regarding the race track and the necessity of obtaining a conditional use permit for race events;
- Vacation – will be out of the office from August 4 – 14.

**M. CITY CLERK’S REPORT**

Ms. Bower reported on the following items:

- The nominating period opens on July 18 and continues through July 29;
- Sub-committee meeting regarding transportation issues with the intention of bringing forth a joint resolution to present at the Joint Tri-City meeting on September 15.

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

The following items were placed on the table:

- Work Session notices;
- City Manager report;
- Letter from Mr. and Mrs. Massay regarding race track;
- Letter from Mr. and Mrs. Kolivosky regarding race track;
- Letter from Ms. Janet Kincaid regarding building height;
- City Manager’s memo regarding contract;
- Building Department Report.

## O. AUDIENCE PARTICIPATION

**Dan Contini** spoke of the parking spaces required by the council and fire department.

**Verda Lewis** spoke of Action Memorandum 05-070 and stated that building heights should be limited. She suggested that impact fees be implemented for large buildings and that should a height limit be enacted, the restriction should be implemented throughout the city limits. Ms. Lewis spoke of the use of impact fees and safety. She spoke of large retail establishments and the limitations placed on those establishments in the lower 48. She spoke of an additional ways to make money and suggested the abolishment of the \$500 tax cap.

**Maryann Cockle** spoke of her previous email regarding links to community design manuals and requested that the information be placed in the next packet as council information. She stated that she continues to research community design manuals and LREs.

## P. COUNCIL COMMENTS

**Council Member Vanover** asked that council chamber amplification be addressed. She stressed the importance of conveying to constituents that in no way will the synergy of the council be jeopardized. Council Member Vanover stated that she would like to know more about the bond rating issue during the July 28 work session. Discussion ensued regarding work session topics.

**Council Member Wood** spoke of the discussion regarding the race track and discouraged the continuation of the races. He asked that the chair persons of the Animal Control Board, Airport Commission and the Planning and Zoning Commission provided a briefing of their activities. He voiced his pleasure with the code enforcement activities.

**Council Member Erbey** voiced his concerns regarding the race track noises and asked of the code requirements regarding rural mailboxes.

**Council Member Carrington** thanked the audience for their attendance and invited them to the upcoming work sessions.

MOVED BY:	Pippel	To continue past 11 p.m.
SECONDED BY:	Carrington	

VOTE ON MAIN MOTION:	Motion carried by unanimous voice vote.
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**Council Member Pippel** spoke of the race track and noise issue and stated that the issue is immediate and the City must respond.

**Mayor Combs** stated that he will prepare a resolution for the July 26 meeting regarding the naming of parks after the first Mayor and working forward to name any unnamed parks. He spoke of the rural mailbox issue and announced the Palmer Pride picnic on July 22, from 4 – 7 p.m. at the Depot.

**Q. ADJOURNMENT**

With no further business before the Council, the meeting adjourned at 11:10 p.m.

**APPROVED THIS 26<sup>th</sup> day of July, 2005.**

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John C. Combs, Mayor

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Janette M. Bower, City Clerk