

**CITY OF PALMER
ACTION MEMORANDUM NO. 14-061**

Subject: Confirm the Mayor's Appointment of Merry Maxwell to the City of Palmer Planning and Zoning Commission

Agenda of: October 28, 2014

Council Action: Confirmed _____

Approved for presentation by:

City Manager Joseph A. Haaron
City Attorney [Signature]
City Clerk JH

Certification of Funds:

Total amount of funds listed in legislation:	\$ <u>50 per regular and special meeting</u>
This legislation (✓):	
<input type="checkbox"/> Has no fiscal impact	
Creates:	
<input checked="" type="checkbox"/> A negative fiscal impact in the amount of:	\$ <u>50 per regular and special meeting</u>
<input type="checkbox"/> A positive fiscal impact in the amount of:	\$ _____
<input type="checkbox"/> Funds are budgeted.	
Funds are budgeted from this (these) line item(s):	
a) ➤ 01-01-12-6059	\$ <u>50 per regular and special meeting</u>
b) ➤	\$ _____
a) Funds originally budgeted in line item :	\$ _____
Difference in budgeted funds:	\$ _____
b) Funds originally budgeted in line item :	\$ _____
Difference in budgeted funds:	\$ _____
<input type="checkbox"/> Funds are not budgeted.	
Budget amendment required in the total amount of:	\$ _____
Affected line item(s):	
➤	\$ _____
➤	\$ _____
<input type="checkbox"/> General fund unassigned balance (after budget modification)	\$ _____
<input type="checkbox"/> Enterprise unrestricted net position (after budget modification)	\$ _____
Director of Finance signature certifying funds:	<u>[Signature]</u>

Attachment(s):

- Application

Summary statement: Currently, there are two vacancies on the Planning and Zoning Commission

Ms. Merry Maxwell has submitted her application and meets the code requirements for appointment. Once appointed, Ms. Maxwell will fill the seat vacated by Allan Prosser, with a term ending date October 2015.

Administration recommendation: Approve action memorandum 14-061.



City of Palmer • City Clerk's Office
231 W. Evergreen Ave. Palmer, AK 99645
907-761-1301 Fax: 907-745-0930

Board/Commission Application

Date: 6/30/2014

Name of Board/Commission: ~~BOARD OF ECONOMIC DEVELOPMENT~~ P&Z JSR

Name: MERRY MAXWELL

Residence address: 234 NORTH BONANZA STREET

Mailing address: PO BOX 3473

Phone number(s): 907 414 6786

Home: SAME Work: 907 786 3379 Cell: NA

Email address: merry-maxwell@fws.gov

Employer: USFISH & WILDF SERVICE Occupation: ~~FWS COORDINATOR~~ PERMITS COORDINATOR - ALASKA

Member or active interest in the following organizations:
TOASTMASTERS
WILDERNESS WATCH

Please explain your main reason for applying:
I believe in service to my community AND country

You are welcome to attach an outline of your education, work and volunteer experiences, and other interests. Please note: this form and all of the information contained on the form is subject to the Public Records Act. All information will be treated as public information.

Signature [Signature] Date 6/30/2014

RECEIVED
JUL 07 2014

For office use only:

Date received: _____ By: [Signature] JSR forwarded to Mayor on 7/29/14

Board or Commission: P&Z

Vacant seat: Prosser Term ending date: Oct 2015

Attachments? Yes No

* left message re: openings on BED / openings on P&Z - JSR 7/7/14
* received an email from China. Ms. Maxwell would like to serve on P&Z JSR 7/29/14
Updated: April 12, 2010

M. Maxwell

Name: Maxwell, Merry
Address: PO Box 3473, Palmer, Alaska
Telephone: (907) 786-3379 (w)
Cell: (907) 414 6786

WORK EXPERIENCE

U.S. Fish and Wildlife Service

- Regional Office,
Anchorage, Alaska
Title: Permits Coordinator, Region 7 (Alaska) and Formerly Used Defense Site Coordinator,
Alaska Maritime National Wildlife Refuge
Employed: July 2013-current
- Alaska Maritime National Wildlife Refuge
Homer, Alaska
Title: Unit manager for the Aleutian and Pribilof Islands
Employed: November 2010-July 2013
- Eastern Virginia Rivers National Wildlife Refuge Complex
Warsaw, Virginia
Title: Deputy Complex Manager
Employed: September, 2008 – November, 2010
I served as acting Complex Manager for the Eastern Virginia Rivers National Wildlife Refuge (NWR) Complex (Rappahannock River Valley, James River, Plum Tree Island and Presquile National Wildlife Refuges). Refuges within the complex are located along two major tributaries of the Chesapeake Bay (Rappahannock and James Rivers).
- Pahrangat NWR
P.O. Box 510, Alamo, NV.
Title: Refuge Manager
Employed: November 2005-September 2008
As an on-site Refuge Manager at Pahrangat NWR, I authored a 4 million dollar Southern Nevada Public Lands Management Act (SNPLMA) project and several other SNPLMA projects. I developed annual work plans including a water management plan. I coordinated with State and other Federal agencies and interest groups in the formulation of long-range plans for management of the station's natural resources including a warm-water fishery and campground. I prepared National Environmental Policy Act documentation for refuge projects, and archeological clearances etc. I coordinated station activities including a high-use campground,

M. Maxwell

sensitive Native American archeological sites and public hunting and fishing programs.

I was a member of local Lincoln County Chamber Associations, Toastmasters International, served on interagency recreational planning groups, and met with local Alamo High School students and instructors regularly to provide educational opportunities on Pahrangat Refuge. I supported partnership development with the Red Rock Audubon Chapter, the Southern Nevada Water Authority, the Desert Research Institute and Southwest Willow Flycatcher research activities.

I regularly attended Caliente City Council, Lincoln County Commissioner, Alamo Town Board and Lincoln County Chamber of Commerce meetings to brief interested parties on Refuge activities and management.

While involved with the Lincoln County Chamber of Commerce I successfully nominated two Nevada Highways as scenic byways. I worked closely with the Moapa Band of Paiutes, the Consolidated Tribes and other governmental agencies on issues related to public use and Refuge restoration.

- Kanuti NWR, Fairbanks, Alaska.

Title: Deputy Refuge Manager

Employed: May, 1997 – November 2005

As a professional biologist and natural resource manager I administered programs and supervised the accomplishment of resource management duties related to the protection, management and appropriate use of natural resources located on the Kanuti National Wildlife Refuge.

EDUCATION

Bachelor of Science, May 1997, Humboldt State University, Arcata, California

Major: Biology, Biodiversity option

Minor: Wildlife Management

Job-related awards

Performance award 2010-2013

Collateral Duty Safety Officer of the year, Region 5 refuges, 2009

Refuge of the year, Environmental Excellence, Region 7, 2005

Department of the Interior Environmental Achievement, Region 7, 2005

Region 7 Environmental Achievement 2005

Region 7 Environmental Leadership 2005

Regional Director's Excellence Award for Teamwork, Region 7, 2005

Star Award, Teamwork Kanuti NWR Comprehensive Conservation Plan, 2005

Star Award, 97-10