

A. Minutes of Preceding Meeting:

1. Regular Meeting: May 10, 2004

B. Introductions (Public Hearing To Be Scheduled For: June 14, 2004)

1. **Ordinance Serial No. 04-37:** Amending WMC 2.44.080 To Require Action Of A Commission To Be Taken By A Majority Of Its Authorized Membership.

C. Resolutions

1. **Resolution Serial No. 04-22:** Encouraging The State Of Alaska, Department Of Natural Resources To Name The Cove Located At Latitude 61° 32' 00" North Longitude 149 58' 00" West, Section 35, Township 17 North, Range 4 West, Seward Meridian, Alaska, "Nolfi Cove."
2. **Resolution Serial No. 04-23:** Adopting FY-05 Salary Structure And Pay Ranges In Accordance With WMC 3.55.040 And Repealing Resolution Serial No. 03-24.

D. Action Memorandums

1. **AM No. 04-32:** Approval of 30-Year Lease Agreement For Lots 7 & 8, New Wasilla Airport Lease Lots.

8. **PUBLIC HEARING** (Three minutes per person.)

- A. **Ordinance Serial No. 04-34:** Adopting WMC 16.08.015, Site Plans, And Amending WMC 16.12.020, Administrative Approval And Use Permits, And WMC 16.16.040 Procedure For Commission Approvals, To Establish Standards For Site Plans To Be Submitted With Applications For Administrative Approvals, Use Permits And Conditional Use Permits Under The Land Development Code.
- B. **Ordinance Serial No. 04-35:** Amending The FY-04 Budget By Reducing The Alaska Department Of Transportation (ADOT) Utility Budget For The Tommy Moe Storm Drain System In The Amount Of \$6,572.
- C. **Ordinance Serial No. 04-36:** Providing For The Adoption Of The Annual Budget For The Fiscal Year 2005 And Appropriating Funds To Carry Out Said Budget.

9. **PERSONS TO BE HEARD** (Three minutes per person.)

10. UNFINISHED BUSINESS

11. NEW BUSINESS

1. **AM No. 04-30:** Approval Of A New Club Liquor License For Never Forget AMVETS Post No. 11.

12. COMMUNICATION

- A. **IM No. 04-06:** March 2004 Expenditure Report.
- B. **IM No. 04-07:** Expenses Greater Than \$5,000 For January Through March 2004.
- C. Wasilla Planning Commission Draft Meeting Minutes: May 11, 2004

13. MAYOR, CLERK, AND ATTORNEY COMMENTS

14. AUDIENCE COMMENTS (Three minutes per person.)

15. EXECUTIVE SESSION

16. COUNCIL COMMENTS

17. ADJOURNMENT

1. CALL TO ORDER

The regular meeting of the Wasilla City Council was held on Monday, May 24, 2004 at the Wasilla City Council Chambers, Wasilla, Alaska. Mayor Keller called the meeting to order at 7 p.m.

2. ROLL CALL

Council Members present and establishing a quorum were:

Mr. Howard O'Neil, Seat A, Deputy Mayor
Ms. Diana Straub, Seat B
Mr. Noel Lowe, Seat C
Mr. Rob Sande, Seat D
Mr. Ron Cox, Seat E
Mr. Verdie Bowen, Seat F

Staff in attendance were:

Ms. Kristie Smithers, City Clerk
Ms. Jamie Newman, Deputy Clerk
Mr. Tom Klinkner, City Attorney
Ms. Sandra Garley, City Planner
Mr. Archie Giddings, Public Works Director
Mr. Ted Leonard, Director of Finance and Administrative Services
Mr. Don Savage, Police Chief
Mr. Bruce Urban, Recreation and Cultural Services Manager

3. PLEDGE OF ALLEGIANCE

The deputy clerk led the Pledge of Allegiance.

4. APPROVAL OF AGENDA

Mayor Keller requested to amend the agenda by adding the following under special orders:

- proclamation presentation to Sandra Dillon; and
- recognizing Kristie Smithers on attaining the designation of Master Municipal Clerk.

GENERAL CONSENT: The agenda was approved as amended with no objection raised.

5. SPECIAL ORDERS

- A. A Proclamation Recognizing Sandra A. Dillon, Matanuska-Susitna Borough Clerk For Her Service.

Mayor Keller presented Ms. Dillon with a proclamation in honor of her exemplary service as Matanuska-Susitna Borough Clerk. Ms. Dillon was appointed in 1995 and will retire May 28, 2004.

- B. Presentation to Kristie Smithers, Master Municipal Clerk

Mayor Keller recognized Kristie Smithers for attaining the prestigious designation of Master Municipal Clerk (MMC) from the International Institute of Municipal Clerks and presented her with a plaque.

6. COMMISSION/AGENCY REPORT (Five minutes per agency.)

- A. Planning Commission

Ms. Sandra Garley:

- reported that the commission continues to define hazard mitigation goals for inclusion in the hazard mitigation plan; and
- noted the activities of the commission at their last meeting.

- B. Parks and Recreation Commission

Mr. Bruce Urban:

- reported that the commission continues to refine a facility use policy for the multi-sports complex; and
- noted that the commission is drafting an ordinance to amend existing park rules.

- C. Matanuska-Susitna Borough

Assembly Member Mary Kvalheim:

- reported she introduced an ordinance to fund libraries in FY-05 at the FY-04 funding level;
- reported on Homeland Security funds that are earmarked for the city; and
- noted the next borough budget meeting that is scheduled for May 26 at 1 p.m.

7. CONSENT AGENDA

- A. Minutes of Preceding Meeting:

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C. Resolutions

1. **Resolution Serial No. 04-22:** Encouraging The State Of Alaska, Department Of Natural Resources To Name The Cove Located At Latitude 61° 32' 00" North Longitude 149 58' 00" West, Section 35, Township 17 North, Range 4 West, Seward Meridian, Alaska, "Nolfi Cove."
2. **Resolution Serial No. 04-23:** Adopting FY-05 Salary Structure And Pay Ranges In Accordance With WMC 3.55.040 And Repealing Resolution Serial No. 03-24.

D. Action Memorandums

1. **AM No. 04-32:** Approval of 30-Year Lease Agreement For Lots 7 & 8, New Wasilla Airport Lease Lots.

The clerk read the consent agenda into the record and recommended an amendment to Resolution Serial No. 04-23 to clarify the effective date.

MOTION: Council Member Lowe moved to adopt the consent agenda.

MOTION: Council Member Lowe moved to amend Resolution Serial No. 04-23 by inserting the following language into the last paragraph of the resolution: **to be effective July 1, 2004.**

GENERAL CONSENT: The motion to amend Resolution Serial No. 04-23 passed without objection.

GENERAL CONSENT: The motion to adopt the consent agenda passed without objection.

8. **PUBLIC HEARING** (Three minutes per person.)

- A. **Ordinance Serial No. 04-34:** Adopting WMC 16.08.015, Site Plans, And Amending WMC 16.12.020, Administrative Approval And Use Permits, And WMC 16.16.040 Procedure For Commission Approvals, To Establish Standards For Site Plans To Be Submitted With Applications For

Administrative Approvals, Use Permits And Conditional Use Permits
Under The Land Development Code.

Mayor Keller opened the public hearing on Ordinance Serial No. 04-34 and there being no one who wished to present testimony the public hearing closed.

MOTION: Council Member Bowen moved to adopt Ordinance Serial No. 04-34.

VOTE: The motion passed unanimously.

- B. **Ordinance Serial No. 04-35:** Amending The FY-04 Budget By Reducing The Alaska Department Of Transportation (ADOT) Utility Budget For The Tommy Moe Storm Drain System In The Amount Of \$6,572.

Mayor Keller moved to adopt Ordinance Serial No. 04-35 and there being no one who wished to present testimony the public hearing closed.

MOTION: Council Member Cox moved to adopt Ordinance Serial No. 04-35.

GENERAL CONSENT: The motion passed without objection.

- C. **Ordinance Serial No. 04-36:** Providing For The Adoption Of The Annual Budget For The Fiscal Year 2005 And Appropriating Funds To Carry Out Said Budget.

Mayor Keller opened the public hearing on Ordinance Serial No. 04-36 and there being no one who wished to present testimony the public hearing closed.

PREVIOUS MOTION: Council Member Bowen moved to adopt Ordinance Serial No. 04-36. (Motion on the floor from the May 17, 2004 Special City Council Meeting)

Mayor Keller announced that Ordinance Serial No. 04-36 is scheduled for further review and possible final action on May 26, 2004.

9. **PERSONS TO BE HEARD** (Three minutes per person.)

No one spoke under persons to be heard.

10. **UNFINISHED BUSINESS**

There was no unfinished business.

11. NEW BUSINESS

- A. **AM No. 04-30:** Approval Of A New Club Liquor License For Never Forget AMVETS Post No. 11.

MOTION: Council Member O'Neil moved to adopt AM No. 04-30.

Council Member O'Neil inquired as to the location of the AMVETS club.

VOTE: The motion passed with Council Member Cox opposed.

12. COMMUNICATION

- A. **IM No. 04-06:** March 2004 Expenditure Report.
- B. **IM No. 04-07:** Expenses Greater Than \$5,000 For January Through March 2004.
- C. Wasilla Planning Commission Draft Meeting Minutes: May 11, 2004

No action was taken on the communication items.

13. MAYOR, CLERK, AND ATTORNEY COMMENTS

City Attorney:

- noted he worked closely with the clerk on Appeal No. 04-01.

City Clerk:

- thanked Mayor Keller for presenting her with the Master Municipal Clerk plaque earlier in the meeting;
- commented on the success of the Association of Records Managers and Administrators (ARMA) Conference that she and the deputy clerk recently attended; and
- reminded the council of their upcoming meeting schedule.

Mayor Keller:

- noted upcoming summer activities sponsored by the city;
- reported on the activities of various city departments; and
- thanked Sandra Dillon for attending the council meeting.

14. AUDIENCE COMMENTS (Three minutes per person.)

No comments were made.

15. EXECUTIVE SESSION

No executive session was held

16. COUNCIL COMMENTS

Council Member Sande:

- thanked Sandra Dillon for the assistance she has given over the years; and
- congratulated Kristie Smithers on attaining the designation of Master Municipal Clerk.

Council Member O'Neil:

- congratulated Kristie Smithers on attaining the designation of Master Municipal Clerk; and
- thanked Sandra Dillon for her years of service to the Matanuska-Susitna Borough;

Council Member Lowe:

- recognized Kristie Smithers and Sandra Dillon for their service.

Council Member Straub:

- requested that the mayor keep the council apprised of developments regarding the historic cemetery site off of Knik-Goose Bay Road;
- congratulated Kristie Smithers on attaining the designation of Master Municipal Clerk; and
- thanked Sandra Dillon for her service to the community.

Council Member Cox:

- thanked Sandra Dillon for her outstanding service; and
- recognized the city clerk for attaining the designation of Master Municipal Clerk and encouraged her to continue her educational pursuits.

Council Member Bowen:

- thanked Sandra Dillon for the training she provided over the years;
- congratulated the city clerk on attaining the designation of Master Municipal Clerk; and
- requested that the mayor keep the council informed about the historic cemetery site on Knik-Goosebay Road.

17. ADJOURNMENT

The meeting adjourned at 7:45 p.m.


DIANNE M. KELLER, Mayor

ATTEST:


KRISTIE L. SMITHERS, CMC
City Clerk

Adopted by the Wasilla City Council on June 14, 2004.