

Mayor Edna B. DeVries
Deputy Mayor Linda Combs
Council Member Julie Berberich
Council Member Richard W. Best
Council Member Steve Carrington
Council Member Sabrena Combs
Council Member Jill Valerius

City Attorney Michael Gatti
City Clerk Norma I. Alley, MMC
City Manager Nathan Wallace

City of Palmer, Alaska
Special City Council Meeting
October 22, 2019, at 6:00 PM
City Council Chambers
231 W. Evergreen Avenue, Palmer
www.palmerak.org

AGENDA

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF AGENDA

E. AUDIENCE PARTICIPATION

F. PUBLIC HEARING

1. **Resolution No. 20-001:** Adopting the 2020 City of Palmer Employee Pay Plan (1st Public Hearing) Page 3
2. **Resolution No. 20-002:** Adopting the 2020 Fee Schedule for the City of Palmer for the Fiscal Year Beginning January 1, 2020, and Ending December 31, 2020 (1st Public Hearing) Page 5
3. **Resolution No. 20-003:** Adopting the 2020 Fine Schedule for the City of Palmer for the Fiscal Year Beginning January 1, 2020, and Ending December 31, 2020 (1st Public Hearing) Page 19
4. **Resolution No. 20-004:** Adopting the Five-Year Capital Improvement Program for the Fiscal Year Beginning January 1, 2020, and Ending December 31, 2020 (1st Public Hearing) Page 25
5. **Resolution No. 20-005:** Adopting a Budget for the City of Palmer, Alaska for the Fiscal Year Beginning January 1, 2020, and Ending December 31, 2020, and Appropriating Monies (1st Public Hearing) Page 27

G. NEW BUSINESS

1. Committee of the Whole: Presentation of the 2020 Budget (note: action may be taken by the council following the committee of the whole)
 - a. 2020 City of Palmer Budget
 - b. 2020 City of Palmer Pay Plan
 - c. 2020 City of Palmer Fee Schedule
 - d. 2020 City of Palmer Fine Schedule
 - e. 2020 City of Palmer Capital Improvement Program

H. RECORD OF ITEMS PLACED ON THE TABLE

I. COUNCIL MEMBER COMMENTS

J. ADJOURNMENT

LEGISLATIVE HISTORY

Introduced by: City Manager Wallace

Date: October 22, 2019

Public Hearing (1 of 2): October 22, 2019

Public Hearing (2 of 2): December 10, 2019

Action:

Vote:

| Yes: | No: |
|------|-----|
| | |

CITY OF PALMER, ALASKA

Resolution No. 20-001

A Resolution of the Palmer City Council Adopting the City of Palmer Employee Pay Plan

WHEREAS, the City of Palmer wishes to approve the attached pay plan for the compensation of employees;

NOW, THEREFORE, BE IT RESOLVED by the Palmer City Council that the City of Palmer amends its employee compensation pay plan by adopting the attached "City of Palmer Pay Plan-January 1, 2020" with the effective date of the pay plan to be January 1, 2020.

Passed and approved by the City Council of the City of Palmer, Alaska, this tenth day of December 2019.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk

CITY OF PALMER PAY PLAN -- January 1, 2020

Implement: 1/1/2020

Approved:

| LEVEL | Level Classification by Job Title | | Steps | | | | | | | | | Longevity Steps* | | | | | |
|-------|---|-----------|---------|---------|---------|---------|---------|---------|---------|---------|---------|------------------|---------|---------|---------|---------|---------|
| | | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | A | B | C | D | E | F |
| 1 | | Hourly | 11.73 | 12.17 | 12.61 | 13.07 | 13.57 | 14.06 | 14.58 | 15.12 | 15.69 | 16.19 | 16.72 | 17.27 | 17.85 | 18.44 | 19.05 |
| | | Bi-weekly | 938.40 | 973.60 | 1008.80 | 1045.60 | 1085.60 | 1124.80 | 1166.40 | 1209.60 | 1255.20 | 1295.20 | 1337.60 | 1381.60 | 1428.00 | 1475.20 | 1524.00 |
| | | Annual | 24,398 | 25,314 | 26,229 | 27,186 | 28,226 | 29,245 | 30,326 | 31,450 | 32,635 | 33,675 | 34,778 | 35,922 | 37,128 | 38,355 | 39,624 |
| 2 | Seasonal Arena Attendant Janitor/ Light Maintenance Library Technician Seasonal Groundskeepers / LT Maintenance | Hourly | 13.28 | 13.76 | 14.28 | 14.80 | 15.36 | 15.92 | 16.52 | 17.15 | 17.79 | 18.38 | 18.98 | 19.61 | 20.25 | 20.93 | 21.63 |
| | | Bi-weekly | 1062.40 | 1100.80 | 1142.40 | 1184.00 | 1228.80 | 1273.60 | 1321.60 | 1372.00 | 1423.20 | 1470.40 | 1518.40 | 1568.80 | 1620.00 | 1674.40 | 1730.40 |
| | | Annual | 27,622 | 28,621 | 29,702 | 30,784 | 31,949 | 33,114 | 34,362 | 35,672 | 37,003 | 38,230 | 39,478 | 40,789 | 42,120 | 43,534 | 44,990 |
| 3 | Library Assistant Library Specialist Receptionist & Cashier | Hourly | 14.80 | 15.36 | 15.92 | 16.52 | 17.15 | 17.79 | 18.46 | 19.16 | 19.88 | 20.54 | 21.22 | 21.93 | 22.66 | 23.42 | 24.21 |
| | | Bi-weekly | 1184.00 | 1228.80 | 1273.60 | 1321.60 | 1372.00 | 1423.20 | 1476.80 | 1532.80 | 1590.40 | 1643.20 | 1697.60 | 1754.40 | 1812.80 | 1873.60 | 1936.80 |
| | | Annual | 30,784 | 31,949 | 33,114 | 34,362 | 35,672 | 37,003 | 38,397 | 39,853 | 41,350 | 42,723 | 44,138 | 45,614 | 47,133 | 48,714 | 50,357 |
| 4 | Admin Assistant: City Manager, Library Receptionist & Cashier | Hourly | 16.30 | 16.91 | 17.55 | 18.21 | 18.90 | 19.61 | 20.35 | 21.13 | 21.93 | 22.66 | 23.41 | 24.21 | 25.02 | 25.86 | 26.73 |
| | | Bi-weekly | 1304.00 | 1352.80 | 1404.00 | 1456.80 | 1512.00 | 1568.80 | 1628.00 | 1690.40 | 1754.38 | 1812.80 | 1872.80 | 1936.80 | 2001.60 | 2068.80 | 2138.40 |
| | | Annual | 33,904 | 35,173 | 36,504 | 37,877 | 39,312 | 40,789 | 42,328 | 43,950 | 45,614 | 47,133 | 48,693 | 50,357 | 52,042 | 53,789 | 55,598 |
| 5 | Admin Asst - Public Safety, Public Works, Community Development, Mayor/Council Clerk Planning & Code Compliance Tech Maintenance Worker, Seasonal Arena Specialist Seasonal Arena Operations Assistant Groundskeeper Foreman | Hourly | 17.86 | 18.54 | 19.24 | 19.97 | 20.73 | 21.52 | 22.33 | 23.19 | 24.07 | 24.89 | 25.72 | 26.59 | 27.48 | 28.41 | 29.37 |
| | | Bi-weekly | 1428.80 | 1483.20 | 1539.20 | 1597.60 | 1658.40 | 1721.60 | 1786.40 | 1855.20 | 1925.60 | 1991.20 | 2057.60 | 2127.20 | 2198.40 | 2272.80 | 2349.60 |
| | | Annual | 37,149 | 38,563 | 40,019 | 41,538 | 43,118 | 44,762 | 46,446 | 48,235 | 50,066 | 51,771 | 53,498 | 55,307 | 57,158 | 59,093 | 61,090 |
| 6 | Accounting Technician I, Dispatcher I Evidence & Records Custodian Lib Srvs Coordinator, W/WW Operator I Solid Waste Collector, Mechanic I | Hourly | 19.41 | 20.14 | 20.90 | 21.70 | 22.53 | 23.38 | 24.28 | 25.21 | 26.17 | 27.06 | 27.97 | 28.91 | 29.89 | 30.90 | 31.95 |
| | | Bi-weekly | 1552.80 | 1611.20 | 1672.00 | 1736.00 | 1802.40 | 1870.40 | 1942.40 | 2016.80 | 2093.60 | 2164.80 | 2237.60 | 2312.80 | 2391.20 | 2472.00 | 2556.00 |
| | | Annual | 40,373 | 41,891 | 43,472 | 45,136 | 46,862 | 48,630 | 50,502 | 52,437 | 54,434 | 56,285 | 58,178 | 60,133 | 62,171 | 64,272 | 66,456 |
| 7 | Building Inspector, Dispatcher II Equipment Operator, Mechanic Police Officer I, Support Services Specialist Utility Meter Reader & Laborer W/WW Operator II | Hourly | 20.94 | 21.74 | 22.57 | 23.42 | 24.33 | 25.27 | 26.22 | 27.23 | 28.28 | 29.24 | 30.23 | 31.25 | 32.31 | 33.41 | 34.54 |
| | | Bi-weekly | 1675.20 | 1739.20 | 1805.60 | 1873.60 | 1946.40 | 2021.60 | 2097.60 | 2178.40 | 2262.40 | 2339.20 | 2418.40 | 2500.00 | 2584.80 | 2672.80 | 2763.20 |
| | | Annual | 43,555 | 45,219 | 46,946 | 48,714 | 50,606 | 52,562 | 54,538 | 56,638 | 58,822 | 60,819 | 62,878 | 65,000 | 67,205 | 69,493 | 71,843 |
| 8 | Accounting Technician II Arena Manager, Deputy City Clerk Utilities Foreman | Hourly | 22.47 | 23.32 | 24.22 | 25.14 | 26.11 | 27.12 | 28.16 | 29.24 | 30.37 | 31.40 | 32.46 | 33.56 | 34.69 | 35.87 | 37.09 |
| | | Bi-weekly | 1797.60 | 1865.60 | 1937.60 | 2011.20 | 2088.80 | 2169.60 | 2252.80 | 2339.20 | 2429.60 | 2512.00 | 2596.80 | 2684.80 | 2775.20 | 2869.60 | 2967.20 |
| | | Annual | 46,738 | 48,506 | 50,378 | 52,291 | 54,309 | 56,410 | 58,573 | 60,819 | 63,170 | 65,312 | 67,517 | 69,805 | 72,155 | 74,610 | 77,147 |
| 9 | Dispatch Supervisor Fire Training Coordinator Police Officer II | Hourly | 24.01 | 24.94 | 25.88 | 26.88 | 27.92 | 29.01 | 30.13 | 31.30 | 32.51 | 33.61 | 34.75 | 35.94 | 37.15 | 38.42 | 39.73 |
| | | Bi-weekly | 1920.80 | 1995.20 | 2070.40 | 2150.40 | 2233.60 | 2320.80 | 2410.40 | 2504.00 | 2600.80 | 2688.80 | 2780.00 | 2875.20 | 2972.00 | 3073.60 | 3178.40 |
| | | Annual | 49,941 | 51,875 | 53,830 | 55,910 | 58,074 | 60,341 | 62,670 | 65,104 | 67,621 | 69,909 | 72,280 | 74,755 | 77,272 | 79,914 | 82,638 |
| 10 | Airport Superintendent Library Director Police Sergeant Police Detective Sergeant | Hourly | 25.53 | 26.52 | 27.54 | 28.60 | 29.71 | 30.85 | 32.05 | 33.29 | 34.59 | 35.76 | 36.99 | 38.24 | 39.55 | 40.90 | 42.30 |
| | | Bi-weekly | 2042.40 | 2121.60 | 2203.20 | 2288.00 | 2376.80 | 2468.00 | 2564.00 | 2663.20 | 2767.20 | 2860.80 | 2959.20 | 3059.20 | 3164.00 | 3272.00 | 3384.00 |
| | | Annual | 53,102 | 55,162 | 57,283 | 59,488 | 61,797 | 64,168 | 66,664 | 69,243 | 71,947 | 74,381 | 76,939 | 79,539 | 82,264 | 85,072 | 87,984 |
| 11 | Commander, Finance Manager Human Resource Specialist Maintenance Superintendent | Hourly | 27.07 | 28.11 | 29.19 | 30.31 | 31.49 | 32.71 | 33.98 | 35.30 | 36.67 | 37.92 | 39.21 | 40.55 | 41.93 | 43.36 | 44.84 |
| | | Bi-weekly | 2165.60 | 2248.80 | 2335.20 | 2424.80 | 2519.20 | 2616.80 | 2718.40 | 2824.00 | 2933.60 | 3033.60 | 3136.80 | 3244.00 | 3354.40 | 3468.80 | 3587.20 |
| | | Annual | 56,306 | 58,469 | 60,715 | 63,045 | 65,499 | 68,037 | 70,678 | 73,424 | 76,274 | 78,874 | 81,557 | 84,344 | 87,214 | 90,189 | 93,267 |
| 12 | Directors: Community Development Finance, Public Works Fire Chief, Police Chief | Hourly | 33.92 | 35.24 | 36.61 | 38.03 | 39.51 | 41.05 | 42.65 | 44.32 | 46.04 | 47.62 | 49.26 | 50.94 | 52.70 | 54.51 | 56.38 |
| | | Bi-weekly | 2713.60 | 2819.20 | 2928.80 | 3042.40 | 3160.80 | 3284.00 | 3412.00 | 3545.60 | 3683.20 | 3809.60 | 3940.80 | 4075.20 | 4216.00 | 4360.80 | 4510.40 |
| | | Annual | 70,554 | 73,299 | 76,149 | 79,102 | 82,181 | 85,384 | 88,712 | 92,186 | 95,763 | 99,050 | 102,461 | 105,955 | 109,616 | 113,381 | 117,270 |

*Pay Increments for Longevity

| | |
|--------|--|
| Step A | When an employee reaches step A, B or C of their assigned pay level, the employee shall remain at step A, B or C for two (or more) years. When the employee completes two (or more) years at step A, B, or C the employee moves to step B, C or D of the Pay |
| Step B | Plan and is eligible for the increase indicated in step B, C or D; provided the employee received an overall rating of "satisfactory" or higher on his or her performance evaluation and worked continuously as a regular fulltime or part-time employee. |
| Step C | |

| | |
|--------|---|
| Step D | When an employee reaches step D or E of their assigned pay level, the employee shall remain at step D or E for three (or more) years. When the employee completes three (or more) years at step D or E, the employee moves to step E or F of the Pay Plan |
| Step E | and is eligible for the increase indicated in step E or F; provided the employee received an overall rating of "satisfactory" or higher on his or her performance evaluation and worked continuously as a regular fulltime or part-time employee. |
| Step F | When an employee reaches the end of the pay scale (step F), the employee is no longer entitled to a step increase. |

Note: Employees in longevity are prohibited from skipping steps and must remain at each step as indicated.

LEGISLATIVE HISTORY

Introduced by: City Manager Wallace

Date: October 22, 2019

Public Hearing (1 of 2): October 22, 2019

Public Hearing (2 of 2): December 10, 2019

Action:

Vote:

| Yes: | No: |
|------|-----|
| | |

CITY OF PALMER, ALASKA

Resolution No. 20-002

A Resolution of the Palmer City Council Adopting the 2020 Fee Schedule for the City of Palmer for the Fiscal Year Beginning January 1, 2020, and Ending December 31, 2020,

WHEREAS, portions of the Palmer Municipal Code refer to fees "established in the current, adopted budget"; and

WHEREAS, the Fee Schedule establishes the fees for 2020 and becomes a part of the current, adopted budget.

NOW, THEREFORE, BE IT RESOLVED by the Palmer City Council that through the budget process, the City of Palmer adopts the attached fee schedule for a period of one (1) year, that being from January 1, 2020, through December 31, 2020.

Passed and approved by the City Council of the City of Palmer, Alaska, this tenth day of December 2019.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk



City of Palmer

2020 Fee Schedule

(Adopted by Resolution No. 20-002)

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| Airport Fees | |
|---|----------|
| Aircraft Tie Down Space Apron A (1-27, T1-T9) 33'x44' Transient (per day) | \$ 5 |
| Aircraft Tie Down Space Apron A (1-27, T1-T9) 33'x44' Monthly Apron C (6-33, 39-45) 33'x44' Monthly | \$ 30 |
| Aircraft Tie Down Space Apron A (1-27, T1-T9) 33'x44' Quarterly Apron C (6-33, 39-45) 33'x44' Quarterly | \$ 85 |
| Aircraft Tie Down Space Apron A (1-27, T1-T9) 33'x44' Annual Apron C (6-33, 39-45) 33'x44' Annual | \$ 310 |
| Aircraft Tie Down Space Apron B (1-39) | \$ 30 |
| Aircraft Tie Down Space Apron B (1-39) | \$ 85 |
| Aircraft Tie Down Space Apron B (1-39) | \$ 310 |
| Aircraft Tie Down Space Apron C (1-5, 34-38) 60'x61' Monthly | \$ 50 |
| Aircraft Tie Down Space Apron C (1-5, 34-38) 60'x61' Quarterly | \$ 145 |
| Aircraft Tie Down Space Apron C (1-5, 34-38) 60'x61' Annual | \$ 550 |
| Aircraft Tie Down Space Large Aircraft Apron(1-2,T10) 75'x75' Transient (per day) | \$ 50 |
| Aircraft Tie Down Space Large Aircraft Apron(1-2,T10) 75'x75' Quarterly | \$ 275 |
| Aircraft Tie Down Space Large Aircraft Apron(1-2,T10) 75'x75' Annual | \$ 1,050 |
| Aircraft Tie Down Space Large Aircraft Apron(3-6,T11)100'x100' Transient (per day) | \$ 85 |
| Aircraft Tie Down Space Large Aircraft Apron(3-6,T11)100'x100' Quarterly | \$ 500 |
| Aircraft Tie Down Space Large Aircraft Apron(3-6,T11)100'x100' Annual | \$ 1,950 |
| Aircraft Tie Down Space Large Aircraft Apron (7, T12)100'x120' Transient (per day) | \$ 100 |
| Aircraft Tie Down Space Large Aircraft Apron (7, T12)100'x120' Quarterly | \$ 600 |
| Aircraft Tie Down Space Large Aircraft Apron (7, T12)100'x120' Annual | \$ 2,350 |
| Rotary Aircraft Tie Down Space Helipad (1-3) 60' Circle Transient (per day) | \$ 25 |
| Rotary Aircraft Tie Down Space Helipad (1-3) 60' Circle Transient Monthly | \$ 110 |
| Rotary Aircraft Tie Down Space Helipad (1-3) 60' Circle Transient Quarterly | \$ 315 |
| Rotary Aircraft Tie Down Space Helipad (1-3) 60' Circle Transient Annual | \$ 1,210 |
| Aircraft Impoundment Fee | \$ 400 |
| Storage fee for impounded aircraft (per month) | \$ 200 |
| Airport Lease Application Fee | \$ 500 |
| Fuel Flowage Fee (per gallon delivered) | \$.05 |
| *All Tie Down Spaces add 3% sales tax except transient rate. Transient rate is for stay greater than 4 hours per day on airport grounds. Rates are not pro-rated. | |

| Animal Control Fees | |
|--|---------|
| Animal license – dog/cat (three-year license – expires three years from date of issue) | \$ 10 |
| Lost tag – animal license (expires three years from original issue date) | \$ 2.50 |
| Animal impound (per animal) | \$ 30 |
| Dangerous/vicious animal registration (one-time fee) | \$ 25 |

Appeals

| | |
|---|-------|
| Appeal to hearing officer regarding a decision of the Planning and Zoning Commission: | |
| Nonrefundable application filing fee | \$ 30 |
| Deposit for preparation of the appeal record | \$ 50 |

Application Filing Fees (Filing fees are nonrefundable)

| | |
|--|--------|
| Mobile home park | \$ 500 |
| Large Retail Establishment | \$ 500 |
| Conditional Use Permit | \$ 250 |
| Variance Request | \$ 250 |
| Planned Unit Development (PUD) | \$ 250 |
| Zone Change/Palmer Municipal Code Text Amendment | \$ 250 |
| Accessory Dwelling Unit | \$ 50 |
| Short Term Rental and Annual Renewal | \$ 75 |

Building Inspector Inspection Services and Fees

| | |
|---|--------|
| Inspections outside normal business hours (per hour)* | \$ 125 |
| Re-inspection fees assessed under provisions of Section 305.8 of the 97 UAC (per hour)* | \$ 100 |
| Inspection for which no fee is specifically indicated (per hour)* | \$ 100 |
| For use of outside consultants for plan check and inspections, – actual costs** | \$ |

* Or the total hourly cost to the jurisdiction, whichever is the greatest. There is a two hour minimum and this cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

** Actual costs include administrative and overhead costs

Building Permit Fees Based on Total Valuation

| Total Valuation: | Fee: | Additional Fee |
|--------------------------|-------------|--|
| \$1 to \$500 | \$ 26 | |
| \$501 to \$2000 | \$ 26 | for the first \$500 plus \$3.40 for each additional \$100, or fraction thereof, to and including \$2000 |
| \$2001 to \$25,000 | \$ 77 | for the first \$2000 plus \$15.59 for each additional \$1,000, or fraction thereof, to and including \$25,000 |
| \$25,001 to \$50,000 | \$ 435.50 | for the first \$25,000 plus \$11.25 for each additional \$1,000, or fraction thereof, to and including \$50,000 |
| \$50,001 to \$100,000 | \$ 716.75 | for the first \$50,000 plus \$7.80 for each additional \$1,000, or fraction thereof, to and including \$100,000 |
| \$100,001 to \$500,000 | \$ 1,106.75 | For the first \$100,000 plus \$6.24 for each additional \$1,000, or fraction thereof, to and including \$500,000 |
| \$500,001 to \$1,000,000 | \$ 3,602.75 | For the first \$500,000 plus \$5.28 for each additional \$1,000, or fraction thereof, to and including \$1,000,000 |
| \$1,000,001 and up | \$ 6,242.75 | for the first \$1,000,000 plus \$4.06 for each additional \$1,000, or fraction thereof |

| Business Licenses | |
|---|-------|
| Business License: | |
| Annual license | \$ 25 |
| Biennial license | \$ 50 |
| State Fair License (duration of Fair – not transferable to annual license) | \$ 25 |
| Special Event License (duration of the special event up to three days (not transferable to annual license) | \$ 10 |
| Door to Door Solicitors License (non-refundable annual fee) | \$ 50 |
| | |
| Business License – failure to apply before business opens: | \$ 25 |
| | |
| Business License – late filing fee: | |
| Through February 1 | \$ 25 |
| Additional fee on March 1 (not to exceed \$50) | \$ 25 |
| State Fair vendors failure to apply for a business license by the first day of the Fair. | \$ 25 |
| State Fair vendors additional fee on September 8 | \$ 25 |
| Special Event License | \$ 10 |
| | |
| Business License – failure to display business license: | \$ 25 |
| | |
| Door to Door Solicitors License Reprint – full application process | \$ 50 |
| Copy of Business License list | \$ 25 |

| Community Center (Railroad Depot) Rental | | |
|---|--------------------|-------------------------|
| Rental Period ----- 8 am to Midnight | Rental Rate | Security Deposit |
| Daily: Monday through Thursday | \$ 225 | \$ 150 |
| Daily weekend: Friday through Sunday | \$ 275 | \$ 150 |
| Recurring Use | Rental Rate | Security Deposit |
| Minimum rental of 15 calendar days per year: | | |
| Monday through Thursday | \$ 165 | \$ 150 |
| Friday through Sunday | \$ 190 | \$ 150 |

* If use drops below number required for rate assessed due to cancellations, rental fee will be assessed from applicable rental period stated above.

| ***CANCELLATION POLICY*** | |
|---|--|
| If 45 or more days notice | Full Refund rental rate and deposit |
| If less than 45 days notice | City keeps deposit and one day rental |
| If rental 3 consecutive days or more | Cancel 60 days in advance – Full refund |
| If rental 3 consecutive days or more | Cancel less than 60 days in advance – City keeps deposit and one day rental |

| Community Center (Railroad Depot) Rental Miscellaneous Fees | |
|--|--------|
| Security Deposit | \$ 150 |
| Screen Remote Deposit | \$ 65 |
| Screen Usage Fee | \$ 10 |
| Public Announcement System Usage Fee | \$ 20 |
| Re-hanging of ceiling noise baffles (per hour basis) | \$ 55 |
| Lost key fee | \$ 106 |
| Cleaning (if more than two hours is required – per hour basis) | \$ 75 |

Note: there is a two hour minimum overtime fee for any City employee called out after work hours for any problems.

| Election Fees | |
|---|--------|
| Recount ballot application deposit (per precinct) | \$ 150 |

Equipment Rental

Equipment rental and dry equipment rates when City must repair damages to City property. Labor costs are in addition to these rates.

| | |
|--|--------|
| Compactor | \$ 35 |
| Compressor | \$ 60 |
| Generator | \$ 80 |
| Push Mower | \$ 25 |
| Backhoe & Attachment | \$ 95 |
| Bucket Truck | \$ 95 |
| Cement Mixer | \$ 45 |
| Chainsaw | \$ 30 |
| Cut Off Saw | \$ 25 |
| Drain Cleaner | \$ 50 |
| Dredge | \$ 200 |
| Dump/Flat Bed | \$ 65 |
| Dump Trucks (8 yard) | \$ 105 |
| Garbage Truck | \$ 100 |
| Graders | \$ 122 |
| Hot Patcher | \$ 75 |
| Jumping Jack | \$ 35 |
| Front End Loader | \$ 98 |
| Riding Mower | \$ 55 |
| Paver | \$ 65 |
| Pickup Truck | \$ 40 |
| Plow/Sand Truck (large) | \$ 105 |
| Pressure Washer | \$ 25 |
| Road Striper Power Liner | \$ 45 |
| Rototiller | \$ 35 |
| Snow Blower | \$ 210 |
| Spreader | \$ 25 |
| Steam Truck | \$ 95 |
| Street Sweeper | \$ 98 |
| Trac Star Fusion Machine (per hour, 4 hour min) monthly price = \$19,000, monthly fee can be pro-rated | \$ 115 |
| Trailer | \$ 55 |
| Trash Pump | \$ 25 |
| Vactor | \$ 95 |
| Water/Sewer/Maintenance Utility Trucks | \$ 40 |
| Weed Blower | \$ 25 |
| Weed Whacker | \$ 25 |

| False Alarms | |
|---|--------|
| False Burglar Alarm Fees (Within a 12 month period): | |
| First false alarm | \$ 0 |
| Second false alarm | \$ 0 |
| Third false alarm | \$ 75 |
| Fourth false alarm | \$ 100 |
| Fifth false alarm | \$ 125 |
| Sixth false alarm | \$ 150 |
| Seventh false alarm | \$ 175 |
| Eighth false alarm | \$ 200 |
| Ninth false alarm | \$ 225 |
| Tenth false alarm | \$ 250 |
| Each false alarm in excess of ten | \$ 300 |
| False Fire Alarm Fees (Within a 12 month period): | |
| First false alarm | \$ 0 |
| Second false alarm | \$ 300 |
| Third false alarm | \$ 350 |
| Fourth false alarm | \$ 400 |
| Each false alarm in excess of four | \$ 400 |

| Fire Equipment Items | |
|---|--------|
| Fire/Rescue Apparatus, each (Includes STD Tools on Vehicle) ** (per day) | \$ 500 |
| Portable Fire Pumps ** (per hour) | \$ 50 |
| Portable Tank (per day) | \$ 50 |
| Fire Hose, each section (all sizes) (per day) | \$ 20 |
| Self-contained Breathing Apparatus (SCBA) ** (per day) | \$ 100 |
| SCBA Spare Cylinder (includes refilling) (per day) | \$ 25 |
| Additional fees will be charged for replacement of consumable items used (i.e. fuel for fires, wood supplies, etc.) | |

** Additional fees will be charged for an Operator/Supply Officer of these items at the rate of \$18 per hour.

| Fire Training Center Rental Fees | |
|---|--------|
| Classroom, each (per day, includes A/V and restrooms) | \$ 100 |
| Copy machine (per copy) | \$.30 |
| CPR Mannequins, each (per day) | \$ 20 |
| First-aid Training Kit (per day) | \$ 10 |
| Airway Training Kit (per day) | \$ 20 |
| Firefighting Small Classroom Props (per day) | \$ 10 |
| Fire Behavior Carmody Kit (per day) | \$ 20 |
| Hydrant Cutaway Large Prop (per day) | \$ 20 |
| Pump Cutaway Large Prop (per day) | \$ 20 |
| Training ground (per day, includes hydrant usage and field) | \$ 80 |

| Fire Training Ground Items | |
|--|--------|
| Smoke house (per hour) | \$ 30 |
| Smoke Generator Machine ** (per day) | \$ 20 |
| Tower Building (per hour) | \$ 30 |
| Burn Room ** (per hour) | \$ 50 |
| Confined Space and Technical Rescue Props (per hour) | \$ 30 |
| Vehicle Extrication Training Grounds (per day – approximately) | \$ 100 |
| Roof Simulator ** (per hour) | \$ 30 |
| Hazmat Props (per hour) | \$ 20 |
| Live Fire Class A Exterior Props ** (per hour) | \$ 20 |
| Live Fire Class B Exterior Props ** (per hour) | \$ 50 |
| Portable Fire Extinguishers 2.5 LB (per day) | \$ 10 |
| Portable Fire Extinguishers 20 LB (per day) | \$ 10 |
| Portable Fire Extinguishers 10 LB (per day) | \$ 15 |

| Miscellaneous | |
|--|-------|
| Notary fee | \$ 5 |
| Non-Sufficient Funds (NSF) (per item) | \$ 30 |
| Administrative fees on credit card charges of \$5,000 or higher (in person or phone transactions only) | 3% |

| MTA Events Center | |
|---|---------------|
| Events Center Rental (ice covered) per day | \$ 2,500 |
| Events Center Rental (dry floor) per hour – up to 8 hours | \$ 150 |
| Events Center Rental (dry floor) per day | \$ 1,500 |
| Prime Ice Hour (September through March) (M-F 5 – 10 pm) (Sat-Sun 6 am – 10 pm) (Per hour) | \$ 200 |
| Non-Prime Ice Hour (M-F 8:00 AM – 5:00 PM) (Per hour) | \$ 155 |
| Paid Gate (Ice) Event Hourly | \$ 220 |
| Curling per hour | \$ 155 |
| Public Skate Youth Ages 5-16 (under 5 – Free) | \$ 4 |
| Public Skate Adult Ages 17-59 | \$ 5 |
| Public Skate Senior Ages 60+ | \$ 4 |
| Public Skate Family Pass (up to 4 people, each additional is \$2) | \$ 15 |
| Public Skate Youth & Senior 10 punch card (Ages 5-16, 60+) | \$ 35 |
| Public Skate Adult 10 punch card (Ages 17-59) | \$ 45 |
| Freestyle all ages | \$ 5 |
| Freestyle 5 punch card | \$ 25 |
| Skate Rental | \$ 3 |
| Skate Rental 10 punch card | \$ 25 |
| Skate Sharpen | \$ 7 |
| Skate Sharpen 10 punch card | \$ 60 |
| Shinny Hockey | \$ 7 |
| Shinny Hockey 10 punch card | \$ 60 |
| Stick Time | \$ 5 |
| Stick Time 10 punch card | \$ 45 |
| Broomball | \$ 5 |
| Birthday Party (up to 15 skaters, \$5 per additional skater) | \$ 75 |
| School/Youth Organization Group Rate (per skater) | \$ 3 |

| | | |
|--------------------------------|----|----|
| Homeschool Hockey (per person) | \$ | 8 |
| Homeschool Hockey 5 Punch Card | \$ | 40 |
| Gym (daily) | \$ | 5 |
| Gym (monthly) | \$ | 25 |

| Neighborhood Park Development Fee Schedule | | |
|---|----|-----|
| Dwelling Type: | | |
| Single Family (per dwelling unit) | \$ | 200 |
| Multi-family (per dwelling unit) | \$ | 150 |
| Mobile home (per dwelling unit) | \$ | 150 |

| Palmer Public Library Fees | | |
|---|----|-----|
| Overdue items (per day, maximum \$5 per item) | \$ | .25 |
| Library community room rental (per hour with two hour minimum) | \$ | 25 |
| Library community room rental (nonprofit – annually, entitles renter one use per month) | \$ | 100 |
| Copying fee (per page) | \$ | .25 |
| Replacement library cards | \$ | 3 |
| Temporary card (4 months) | \$ | 10 |
| Damaged Books | | |
| Chewed edge corner (per corner) | \$ | 2 |
| Defaced pages (per page or replacement cost) | \$ | 2 |
| Torn pages in book that cannot be repaired (replacement cost) | \$ | TBD |
| Torn pages in book that can be repaired (per page) | \$ | 2 |
| Repeated dog eared pages (per book) | \$ | 2 |
| Chewed spine (top or bottom) | \$ | 2 |
| Rebinding (replacement cost of item plus administrative fee) | \$ | TBD |
| Water/fluid damage (replacement cost plus administrative fee) | \$ | TBD |
| Mildew (replacement cost plus administrative fee) | \$ | TBD |
| Missing barcodes and spine labels on any library item (per item) | \$ | 1 |
| Missing or damaged any library item jacket or case | \$ | 2 |
| Lost or Damaged book Bag (replacement cost) | \$ | TBD |
| Items returned to wrong book drop | \$ | 1 |
| Administrative reprocessing fee for lost or damaged books, DVD, audios, E-Readers | \$ | 5 |
| Damaged Videos/DVDs/CDs: | | |
| Damaged video, DVD, or CD (actual cost of repair plus administrative fee) | \$ | TBD |
| Taping over a library video (replacement cost plus administrative fee) | \$ | TBD |
| Broken or lost case | \$ | 5 |
| Damaged Audio Tapes: | | |
| Replacement (actual replacement cost) | \$ | TBD |
| Equipment: | | |
| E-Readers (actual replacement cost) | \$ | TBD |
| Equipment loaned out (per day) plus \$100 refundable deposit | \$ | 5 |
| Damages to equipment (actual repair cost plus administrative fee) | \$ | TBD |

| Permits | | |
|-------------------------|----|----|
| Itinerant Vendor permit | \$ | 50 |

| | | |
|---|----|-----|
| Fence permits | \$ | 26 |
| Non-electrical sign permit (base fee plus \$1.50 per sq. ft of sign area) | \$ | 25 |
| Electrical sign permit (base fee plus \$3 per sq. ft of sign area) | \$ | 50 |
| Loud equipment permit (valid for eight hours) | \$ | 25 |
| Noise permit | \$ | 25 |
| Water/Sewer Permits: | | |
| Connection fee – water (new construction) | \$ | 400 |
| Connection fee – sewer (new construction) | \$ | 400 |
| Disconnect/abandonment fee – water (back to main) | \$ | 500 |
| Disconnect/abandonment fee – sewer (back to main) | \$ | 500 |
| Encroachment Permit (before construction) | \$ | 150 |
| Encroachment Permit (after construction) | \$ | 250 |

| Public Information Requests | | |
|---|----|-----|
| Copies (per page) | \$ | .25 |
| Copies of drawings, plans, books, etc. – actual cost | \$ | |
| Audio recording (per meeting) | \$ | 15 |
| Public Safety audio recordings (per individual incident) | \$ | 20 |
| Police Video Recording (per individual incident) | \$ | 20 |
| Fire Report Copy | \$ | 20 |
| Charge for staff time above five hours for research/copying costs – actual personnel cost | \$ | |

| Sales Tax | | |
|---|----|-----|
| Sales Tax Rate (\$1,000 cap per item/service) | | 3% |
| Sales Tax – late filing fee | \$ | 20 |
| Sales Tax – delinquency tax interest rate – per year | | 8% |
| Sales Tax – late payment penalty | | |
| a penalty of 5% of the tax for each month late after the due date, until total penalty of 15% has been accrued. | \$ | |
| Sales Tax – collection upon sale – failure to collect | \$ | 150 |
| Sales Tax – lien for tax, interest, and administration costs for penalties violation | \$ | 150 |
| Sales Tax – PMC 3.16.260 – violation | \$ | 150 |
| Contractor Certification of Exemption (for sales tax/per calendar year) | \$ | 150 |
| Owner/Builder Exemption (for sales tax/per calendar year) | \$ | 30 |

| Special Assessments | |
|---|------|
| Special Assessment District billing fee | \$ 3 |
| Special Assessment Interest Rate | 3% |
| Special Assessment Penalty Rate | 3% |

| Utilities | |
|---|-----------------------------------|
| Deposit – water and sewer (new active customers) | \$ 100 |
| Utility late fees (percentage of balance owed) | 10% |
| Service call fee | \$ 25 |
| Connection/Disconnect fee for residential customers | \$ 25 |
| Door tag fee for non-payment of prior months' utility bill | \$ 15 |
| Transfer Tenant Utilities to Landlord for non-payment | \$ 15 |
| Miscellaneous Repair Work hourly labor rate, contact the Department of Public Works for material costs | \$ 50 |
| After Hours/Holiday/Weekend Inspection Fee (hourly) | \$ 125 |
| Online Utility Payments Convenience Fee (transaction limit - \$5,000) | \$ 2.25 |
| Monthly Water Rates: | |
| 0 to 5,000 gallons (plus meter charge plus sales tax) | \$ 18.80 18.25 |
| Over 5,000 gallons (plus meter charge and \$0.365 per 100 gallons plus sales tax) \$0.376 | \$ 18.80 18.25 |
| Bulk Water Rate (per gallon) | \$ 0.042 |
| Monthly Wastewater Rates: | |
| 0 to 5,000 gallons (plus sales tax) | \$ 35.75 34.70 |
| Over 5,000 gallons (plus \$0.694 per 100 gallons plus sales tax) \$0.715 | \$ 35.75 34.70 |
| Dump Station Fee (per month) | \$ 165 160 |
| Monthly Meter Charges: | |
| 5/8" meter (plus sales tax) | \$ 14.50 14.05 |
| 3/4" meter (plus sales tax) | \$ 20.90 20.30 |
| 1" meter (plus sales tax) | \$ 37.00 35.90 |
| 1 1/2" meter (plus sales tax) | \$ 83.55 81.10 |
| 2" meter (plus sales tax) | \$ 148.10 143.80 |
| 3" meter (plus sales tax) | \$ 332.45 322.75 |
| 4" meter (plus sales tax) | \$ 592.35 575.10 |
| 6" meter (plus sales tax) | \$1,332.70 \$ 1,293.90 |
| 8" meter (plus sales tax) | \$2,369.20 \$ 2,300.20 |
| Hydrant Meter Connection (3" Bulk) (per month plus \$.01 per gallon) (plus sales tax) | \$ 283 275 |
| Unmetered Wastewater Service Rates: | |
| Unmetered wastewater service flat rate, 4 inch service line (plus sales tax) | \$ 40.00 34.70 |
| Unmetered wastewater service flat rate, 6 inch service line (plus sales tax) | \$ 60.00 52.10 |

Summer Sewer Rates:

Residential Rates:

Because summer month water consumption for residential customers increases due to lawn and garden irrigation without a related increase in the use of sewer service, residential customers shall be charged for water actually used for each month of the year, but their sewer service charges for each of the billing cycles to include the months of May, June, July and August shall be set to the flat rate fee equivalent to 0 - 5000 gallons of waste water usage plus sales tax as outlined in the current fee schedule.

Commercial Rates:

Commercial users may install separate water meters to meter water used exclusively for irrigation purposes during the months of May, June, July and August, provided that the commercial customer pays for the purchase and installation of a separate water meter for that purpose, and such installation is approved by the utility. The customer shall pay fees for all water used, but the amount of water used for irrigation through an irrigation system water meter will be deducted from the commercial account's total metered water consumption for the purpose of calculating monthly charges for sewer service.

| Treatment Rates: | |
|---|-----------------------|
| 0 - 5000 gallons (plus sales tax) | \$ 56.80 55.15 |
| Over 5001 gallons (plus \$1.10 per 100 gallons) (plus sales tax) | \$ 56.80 55.15 |
| Solid Waste Collection: | |
| Weekly refuse collection service (per month plus sales tax) 96 gallon can | \$ 28 27 |
| Weekly refuse collection service (per month plus sales tax) 64 gallon can | \$ 22 21 |
| Each additional container/bag 30 lb or less (per item) | \$ 5 |
| 64 and 96 gallon Residential Container Replacement cost | \$ 100 |
| Oversize/special Item Collection/Disposal Fee | \$ 30 |
| Freon Removal Fee | \$ 25 |
| On-Call Dumpster (Residential Only) Monthly Fee | \$ 50 |
| On-Call Commercial Dumpster (other Dumpster Service Required) – Monthly Fee | \$ 50 |
| Disconnected Utility Container Removal Fee | \$ 10 |
| Container Loss Recovery Fee | \$ 25 |
| Container Delivery/Removal fee | \$ 10 |
| Unscheduled Service Fee (different collection vehicle required) | \$ 40 |
| Three Cubic Yard Container - Residential - each dump (plus sales tax) | \$ 30 29 |
| Four Cubic Yard Container - Residential - each dump (plus sales tax) | \$ 38 36.75 |
| Eight Cubic Yard Container - Residential - each dump (plus sales tax) | \$ 74 71.50 |
| Three Cubic Yard Container – Commercial – Monthly fee (for one dump per week) (plus sales tax) | \$ 120 116 |
| Three Cubic Yard Container – Commercial – Monthly fee (for two dumps per week) (plus sales tax) | \$ 240 232 |
| Three Cubic Yard Container – Commercial – Monthly fee (for three dumps per week) (plus sales tax) | \$ 360 348 |
| Four Cubic Yard Container – Commercial – Monthly fee (for one dump per week) (plus sales tax) | \$ 152 147 |
| Four Cubic Yard Container – Commercial – Monthly fee (for two dumps per week) (plus sales tax) | \$ 304 287 |
| Four Cubic Yard Container – Commercial – Monthly fee (for three dumps per week) (plus sales tax) | \$ 456 430 |
| Eight Cubic Yard Container – Commercial – Monthly fee (for one dump per week) (plus sales tax) | \$ 296 287 |
| Eight Cubic Yard Container – Commercial – Monthly fee (for two dumps per week) (plus sales tax) | \$ 592 573 |
| Eight Cubic Yard Container – Commercial – Monthly fee (for three dumps per week) (plus sales tax) | \$ 888 861 |
| Locking Dumpster (three or four yard includes delivery and pickup) | \$ 175 |

LEGISLATIVE HISTORY

Introduced by: City Manager Wallace

Date: October 22, 2019

Public Hearing (1 of 2): October 22, 2019

Public Hearing (2 of 2): December 10, 2019

Action:

Vote:

| Yes: | No: |
|------|-----|
| | |

CITY OF PALMER, ALASKA

Resolution No. 20-003

A Resolution of the Palmer City Council Adopting the 2020 Fine Schedule for the City of Palmer for the Fiscal Year Beginning January 1, 2020, and Ending December 31, 2020,

WHEREAS, portions of the Palmer Municipal Code refer to fines "established in the current, adopted budget"; and



WHEREAS, the Fine Schedule establishes the fines for 2020 and becomes a part of the current, adopted budget.

NOW, THEREFORE, BE IT RESOLVED by the Palmer City Council that through the budget process, the City of Palmer adopts the attached fine schedule for a period of one (1) year, that being from January 1, 2020, through December 31, 2020.

Passed and approved by the City Council of the City of Palmer, Alaska, this tenth day of December 2019.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk

| Legislative Priority | Project | Funding Sources | Year of Initiation/ Execution | Cost Estimate | 2019 total | 2019 Remaining | 2020 Addition | 2020 Total | 2021 Addition | 2022 Addition | 2023 Addition | 2024 Addition |
|----------------------------|------------------------------------|-----------------|-------------------------------|---------------|------------|----------------|---------------|------------|---|---------------|---------------|---------------|
| Prior Years Ongoing | | | | | | | | | | | | |
| N | MTA Equipment Arena | COP | Annually | | \$ 40,000 | \$ 20,000 | \$ 20,000 | \$ 40,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 |
| N | Paint Bailey Hill Reservoir | COP-W/S | 2017 | \$ 40,000 | \$ 28,265 | \$ 28,265 | \$ 50,000 | \$ 78,265 | | | | |
| N | ADA Sidewalks | COP/Grant | 2017 | \$ 250,000 | \$ 79,680 | | \$ 61,700 | \$ 61,700 | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ 50,000 |
| N | Police Radios | COP | 2017 | \$ 625,000 | \$ 103,000 | | \$ 100,000 | \$ 100,000 | \$ 100,000 | \$ 100,000 | Complete | Complete |
| N | Street Maintenance | COP | As needed | \$ 500,000 | \$ 548,778 | \$ 623,778 | \$ 100,000 | \$ 723,778 | \$ 200,000 | \$ 200,000 | \$ 100,000 | \$ 100,000 |
| N | Public Video | COP | 2018 | \$ 75,000 | \$ 100,000 | \$ 50,000 | \$ - | \$ 50,000 | | | | |
| N | W/S Lift station and well pumps | COP-W/S | Annually | \$ 100,000 | \$ 97,295 | \$ 30,000 | \$ 55,000 | \$ 85,000 | \$ 75,000 | \$ 75,000 | \$ 75,000 | \$ 75,000 |
| N | Water/Sewer Truck | COP-W/S | 2018 | \$ 55,000 | \$ 42,894 | \$ 2,500 | \$ 45,000 | \$ 47,500 | | | \$ 60,000 | \$ 60,000 |
| N | Police Vehicle Annual Replacement | COP | Annually | \$ 45,000 | \$ 75,756 | \$ 15,000 | \$ 50,000 | \$ 65,000 | \$ 50,000 | \$ 50,000 | \$ 55,000 | \$ 55,000 |
| N | Park Improvements | COP | As needed | | \$ 100,204 | \$ 100,204 | \$ - | \$ 100,204 | | | | |
| N | Public Building Maintenance | COP | As needed | \$ 500,000 | \$ 100,000 | \$ 85,000 | \$ 15,000 | \$ 100,000 | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ 50,000 |
| N | Airport-Safety Improvements | COP | 2019 | \$ 450,000 | \$ 30,000 | | ? | | | | | |
| N | Golf Course-Golf Carts | COP | Annually | \$ 40,000 | \$ 40,000 | \$ - | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 |
| N | Golf Course Infrastructure | COP | Annually | \$ 20,000 | \$ 42,000 | \$ 14,000 | \$ 20,000 | \$ 34,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 |
| N | Depot updates-piping | COP | 2019 | \$ 15,000 | \$ 10,000 | \$ 10,000 | \$ - | \$ 10,000 | | | | |
| | | | | 2020 | | | | | Prior Year Funded (Carry over) \$978,747  | | | |
| N | Roads-Sander truck with plow blade | COP | 2020 | \$ 175,000 | | | \$ 175,000 | \$ 175,000 | 2020 Recommended additional funding \$811,700  | | | |
| N | Paving repair equipment | COP | 2020 | \$ 75,000 | | | \$ 100,000 | \$ 100,000 | | | | |

| Legislative Priority | Project | Funding Sources | Year of Initiation/ Execution | Cost Estimate | 2019 total | 2019 Remaining | 2020 Addition | 2020 Total | 2021 Addition | 2022 Addition | 2023 Addition | 2024 Addition |
|----------------------|---|-----------------|-------------------------------|---------------|------------|----------------|---------------|------------|---------------|---------------|---------------|---------------|
| | | | 2021 | | | | | | | | | |
| N | Roads-Dump truck with plow blade | COP | 2021 | \$ 275,000 | | | | | \$ 275,000 | | | |
| N | Depot Updates-Windows | COP | 2021 | \$ 60,000 | | | | | \$ 60,000 | | | |
| | | | 2022 | | | | | | | | | |
| N | NOVEMBER Taxiway Design | FAA/COP | 2022 | \$ 450,000 | | | | | | \$ 35,000 | | |
| N | Fire Engine | Grant | 2022 | \$ 700,000 | | | | | | \$ 150,000 | | |
| N | PW-Street Sweeper | COP | 2022 | \$ 275,000 | | | | | | \$ 275,000 | | |
| N | W/S Vac Truck | COP-W/S | 2022 | \$ 300,000 | | | | | | \$ 300,000 | | |
| N | Steam Truck Replacement | COP-W/S | 2022 | \$ 300,000 | | | | | | \$ 280,000 | | |
| | | | 2023 | | | | | | | | | |
| N | Stormwater Design | COP | 2023 | \$ 500,000 | | | | | | | \$ 500,000 | |
| N | Golf Course-Maintenance Shed | COP | 2023 | \$ 100,000 | | | | | | | \$ 100,000 | |
| N | Update Fire classroom building | COP | 2023 | \$ 150,000 | | | | | | | \$ 150,000 | |
| N | Fire Support vehicle (replacement/equip) with lift gate | COP | 2023 | \$ 80,000 | | | | | | | \$ 80,000 | |
| | | | 2024 | | | | | | | | | |
| N | NOVEMBER TAXIWAY | FAA / COP | 2025 | \$ 3,000,000 | | | | | | | | \$ 300,000 |
| N | Public Safety Bldg Updates | Grant | 2024 | \$ 400,000 | | | | | | | | \$ 260,000 |
| | | | 2025 | | | | | | | | | |
| N | Palmer Stormwater Improvements | Loan/Grant | 2025 | \$ 5,000,000 | | | | | | | | \$ 500,000 |
| N | City Hall Updates | COP | 2025 | \$ 150,000 | | | | | | | | \$ 150,000 |

| Legislative Priority | Project | Funding Sources | Year of Initiation/ Execution | Cost Estimate | 2019 total | 2019 Remaining | 2020 Addition | 2020 Total | 2021 Addition | 2022 Addition | 2023 Addition | 2024 Addition |
|----------------------|--|-----------------|-------------------------------|---------------|--------------|----------------|---------------|--------------|---------------|---------------|---------------|---------------|
| | | | Unassigned | | | | | | | | | |
| N | Emergency Generator City Hall | Grant | Undetermined | \$ 400,000 | | | | | | | | |
| N | Generator for Fire St36 (training center) | COP | Undetermined | \$ 50,000 | | | | | | | | |
| N | New Fire engine and equipment | COP | Undetermined | \$ 700,000 | | | | | | | | |
| N | Fire Brush truck replacement/equip | COP | Undetermined | \$ 160,000 | | | | | | | | |
| N | Snow Dump Lots | COP | Undetermined | \$ 100,000 | | | | | | | | |
| N | Roof over Fire conexas | COP | Undetermined | \$ 55,000 | | | | | | | | |
| N | Extend S. Industrial to Inner Springer | COP | Undetermined | \$ 400,000 | | | | | | | | |
| N | Design new Library buiding | COP | Undetermined | \$ 100,000 | | | | | | | | |
| N | Public Library Extension Ph II | Bond | Undetermined | \$ 5,000,000 | | | | | | | | |
| N | New Fire station | Bond | Undetermined | \$ 9,000,000 | | | | | | | | |
| N | Design Museum phase 2 | COP | Undetermined | \$ 250,000 | | | | | | | | |
| Y | Downtown Road Improvements- Cobb Street | | Undetermined | \$ 1,100,000 | | | | | | | | |
| Y | Historic Palmer Water Tower Purchase | | Undetermined | \$ 100,000 | | | | | | | | |
| Y | Restore Railroad Tracks to Downtown Palmer | | Undetermined | \$ 3,000,000 | | | | | | | | |
| Y | Park Project Walk to the Fair | | Undetermined | \$ 300,000 | | | | | | | | |
| N | Babb Aboretum Restoration | | Undetermined | \$ 75,000 | | | | | | | | |
| N | Sherrod Area Gravel to Road resurfacing | | Undetermined | \$ 1,000,000 | | | | | | | | |
| Totals | Totals | | | \$ 36,216,359 | \$ 1,949,927 | \$ 978,747 | \$ 811,700 | \$ 1,790,447 | \$ 920,000 | \$ 1,625,000 | \$ 1,280,000 | \$ 1,660,000 |

| Legislative Priority | Project | Funding Sources | Year of Initiation/ Execution | Cost Estimate | 2019 total | 2019 Remaining | 2020 Addition | 2020 Total | 2021 Addition | 2022 Addition | 2023 Addition | 2024 Addition |
|----------------------|---------|-----------------|-------------------------------|---------------|------------|----------------|---------------|------------|---------------|---------------|---------------|---------------|
|----------------------|---------|-----------------|-------------------------------|---------------|------------|----------------|---------------|------------|---------------|---------------|---------------|---------------|

2020 Funding Breakdown \$ 811,700

| | | | |
|--------------|------------|------------------------------------|--|
| General Fund | \$ 661,700 | \$290,858 from annual contribution | \$370,842 from General Fund unassigned balance |
| W/S | \$ 150,000 | from enterprise funds | |

2021 Funding Breakdown \$ 920,000

| | | | |
|--------------|------------|------------------------------------|--|
| General Fund | \$ 845,000 | \$244,000 from annual contribution | \$601,000 from General Fund unassigned balance |
| W/S | \$ 75,000 | from enterprise funds | |

2022 Funding Breakdown \$ 1,625,000

| | | | |
|--------------|------------|------------------------------------|--|
| General Fund | \$ 970,000 | \$244,000 from annual contribution | \$726,000 from General Fund unassigned balance |
| W/S | \$ 655,000 | from enterprise funds | |

2023 Funding Breakdown \$ 1,280,000

| | | | |
|--------------|--------------|------------------------------------|--|
| General Fund | \$ 1,145,000 | \$244,000 from annual contribution | \$901,000 from General Fund unassigned balance |
| W/S | \$ 135,000 | from enterprise funds | |

LEGISLATIVE HSITORY

Introduced by: City Manager Wallace

Date: October 22, 2019

Public Hearing (1 of 2): October 22, 2019

Public Hearing (2 of 2): December 10, 2019

Action:

Vote:

| | |
|------|-----|
| Yes: | No: |
| | |

CITY OF PALMER, ALASKA

Resolution No. 20-004

A Resolution of the Palmer City Council Adopting the Five-Year Capital Improvement Program for the Fiscal Year Beginning January 1, 2020, and Ending December 31, 2020,

WHEREAS, Palmer Municipal Code 3.28 defines a "Five-year capital improvement program as an annual update and long-range need projection of the city included as part of the annual budget."

NOW, THEREFORE, BE IT RESOLVED by the Palmer City Council that through the budget process, the City of Palmer adopts the attached five-year capital improvement program for a period of one (1) year, that being from January 1, 2020, through December 31, 2020.

Passed and approved by the City Council of the City of Palmer, Alaska, this tenth day of December 2019.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk

LEGISLATIVE HISTORY

Introduced by: City Manager Wallace
Public Hearing (1 of 2): October 22, 2019
Public Hearing (2 of 2): December 10, 2019
Action:
Vote:

| | |
|------|-----|
| Yes: | No: |
| | |

CITY OF PALMER, ALASKA

Resolution No. 20-005

A Resolution of the Palmer City Council Adopting a Budget for the City of Palmer, Alaska for the Fiscal Year Beginning January 1, 2020, and Ending December 31, 2020, and Appropriating Monies

WHEREAS, as required in Chapter VI of the City of Palmer Municipal Charter, a public hearing regarding the City of Palmer Fiscal Year 2020 Budget was held on Tuesday, October 22, 2019, and continued on Tuesday, December 10, 2019; and

WHEREAS, the Palmer City Council has reviewed the budget presented by the City Manager for the 2020 fiscal year.

NOW, THEREFORE, THE CITY OF PALMER, ALASKA RESOLVES:

Section 1. That the budget presented to the Council by the City Manager for the fiscal year 2020 has been reviewed by the City Council.

Section 2. That money shall be appropriated from the all City funds as follows:

| Revenues | |
|-----------------------------|----------------------|
| General Fund (01) | \$ 11,572,899 |
| Enterprise Funds | |
| Water/Sewer (02) | \$ 3,092,400 |
| Airport (03) | \$ 402,983 |
| Solid Waste (05) | \$ 760,500 |
| Golf Course (15) | \$ 546,000 |
| Capital | |
| General CIP Projects (08) | \$ - |
| General CIP Equipment (09) | \$ - |
| Road Fund (10) | \$ - |
| Water & Sewer Projects (24) | \$ 150,000 |
| Special Revenue Funds | |
| Police Grants (52) | \$ 125,000 |
| Narcotics Grant (53) | \$ 130,000 |
| Total Revenues | \$ 16,779,782 |

| | Expenditures |
|------------------------------------|----------------------|
| General Fund (01) | \$ 11,559,558 |
| Enterprise Funds | |
| Water/Sewer (02) | \$ 2,762,820 |
| Airport (03) | \$ 402,983 |
| Solid Waste (05) | \$ 798,589 |
| Golf Course (15) | \$ 545,559 |
| Capital Improvements | |
| General CIP Projects (08) | \$ - |
| General CIP Equipment (09) | \$ - |
| Road Fund (10) | \$ - |
| Water & Sewer Projects (24) | \$ 150,000 |
| Special Revenue Funds | |
| Police Grants (52) | \$ 125,000 |
| Narcotics Grant (53) | \$ 144,723 |
| Total Expenditures/Expenses | \$ 16,489,232 |

Section 3. That the rate of tax levy for the City of Palmer, Alaska for the fiscal year 2020 shall be fixed at 3.00 mills upon each dollar of assessed taxable real and personal property. The revenue from this tax levy is to be used for city purposes.

Section 4. That the 2020 budget is hereby approved for all funds in the amounts and for the purposes as stated above. The supporting line item budget detail as presented by the administration and reviewed by council is incorporated as part of this budget resolution.

Section 5. That the City of Palmer Fiscal Year 2020 operating budget is adopted for a period of one (1) year, that being from January 1, 2020, through December 31, 2020.

Passed and approved by the City Council of the City of Palmer, Alaska, this tenth day of December 2019.

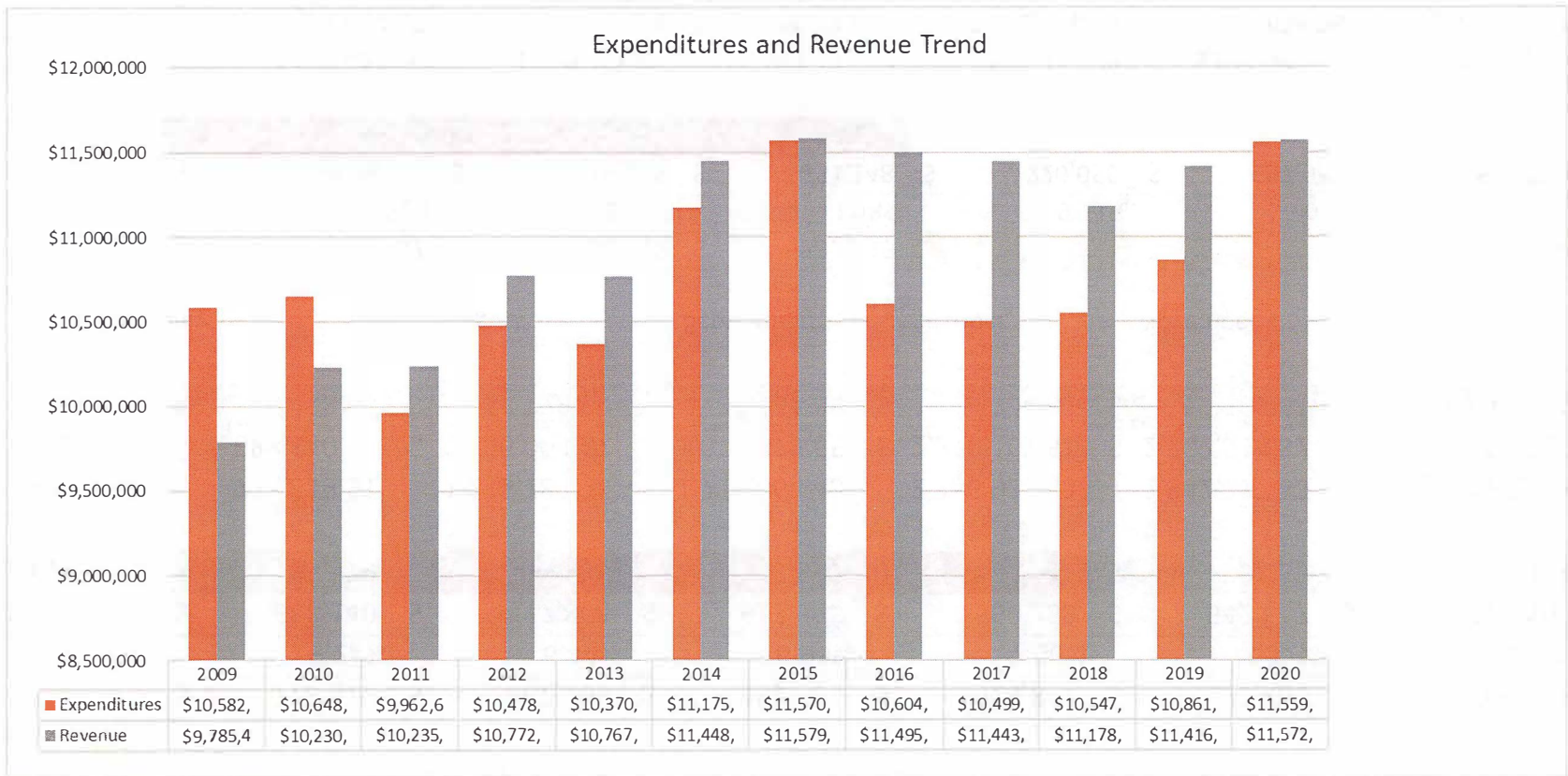
Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk

2020 PROPOSED BUDGET

IS AVAILABLE ON THE CITY'S WEBSITE AT
[HTTPS://WWW.PALMERA.K.ORG/CITY-PALMER-
BUDGET-DOCUMENTS](https://www.palmerak.org/city-palmer-budget-documents)
WITH HARD COPIES PROVIDED AT THE
OCTOBER 22 MEETING.

1



2

2019 Sales Tax Tracking/Projection

| | January | February | March | April | May | June |
|--------------------------|---------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| Sales Tax Revenue | | | | | | |
| 2019 | \$ 773,619 | \$ 462,165 | \$ 482,281 | \$ 528,847 | \$ 595,406 | \$ 606,342 |
| Target | 9.28% | 6.44% | 6.93% | 7.56% | 7.32% | 8.13% |
| Target amount | \$ 688,140 | \$ 477,864 | \$ 513,875 | \$ 560,288 | \$ 542,647 | \$ 603,103 |
| Difference-Monthly | \$ 85,479 | \$ (15,699) | \$ (31,595) | \$ (31,441) | \$ 52,759 | \$ 3,239 |
| Aggregate Actual | 773,619.11 | 1,235,783.76 | 1,718,064.43 | 2,246,911.83 | 2,842,317.83 | 3,448,659.83 |
| Aggregate Forecast | \$ 688,140.43 | \$ 1,166,004.12 | \$ 1,679,879.55 | \$ 2,240,167.51 | \$ 2,782,814.32 | \$ 3,385,917.12 |
| Difference | \$ 85,478.68 | \$ 69,779.64 | \$ 38,184.88 | \$ 6,744.32 | \$ 59,503.51 | \$ 62,742.71 |

| July | August | September | October | November | December |
|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| \$ 630,767 | \$ 620,035 | \$ 832,035 | | | |
| 8.59% | 8.45% | 11.48% | 9.71% | 8.05% | 8.09% |
| \$ 636,771 | \$ 626,905 | \$ 851,148 | \$ 720,056 | \$ 597,041 | \$ 599,869 |
| \$ (6,004) | \$ (6,870) | \$ (19,113) | | | |
| 4,079,426.46 | 4,699,461.07 | 5,531,495.78 | 5,531,495.78 | 5,531,495.78 | 5,531,495.78 |
| \$ 4,022,687.67 | \$ 4,649,592.22 | \$ 5,500,740.38 | \$ 6,220,796.30 | \$ 6,817,836.96 | \$ 7,417,706.22 |
| \$ 56,738.79 | \$ 49,868.85 | \$ 30,755.40 | | | |

3

2019 Revenue Tracking/Projection

| | January | February | March | April | May | June |
|----------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| Revenue | | | | | | |
| Target Revenue | \$ 1,141,674.40 | \$ 717,207.15 | \$ 1,020,845.21 | \$ 665,251.16 | \$ 630,828.11 | \$ 846,393.96 |
| Aggregate | \$ 1,141,674.40 | \$ 1,858,881.55 | \$ 2,879,726.76 | \$ 3,544,977.92 | \$ 4,175,806.03 | \$ 5,022,199.99 |
| Target | 10% | 16% | 25% | 31% | 37% | 44% |
| Actual Monthly Total | \$ 810,804.62 | \$ 687,553.18 | \$ 1,504,707.10 | \$ 670,062.06 | \$ 707,442.61 | \$ 1,049,033.33 |
| Actual Aggregate | \$ 810,804.62 | \$ 1,498,357.80 | \$ 3,003,064.90 | \$ 3,673,126.96 | \$ 4,380,569.57 | \$ 5,429,602.90 |
| Difference | \$ (330,869.78) | \$ (360,523.75) | \$ 123,338.14 | \$ 128,149.04 | \$ 204,763.54 | \$ 407,402.91 |

| July | August | September | October | November | December |
|-----------------|-----------------|-----------------|-----------------|------------------|------------------|
| \$ 1,074,458.77 | \$ 834,022.59 | \$ 1,737,003.04 | \$ 910,827.15 | \$ 844,503.99 | \$ 993,724.92 |
| \$ 6,096,658.75 | \$ 6,930,681.35 | \$ 8,667,684.38 | \$ 9,578,511.53 | \$ 10,423,015.52 | \$ 11,416,740.44 |
| 53% | 61% | 76% | 84% | 91% | 100% |
| \$ 688,573.09 | \$ 829,195.59 | \$ 1,654,377.54 | | | |
| \$ 6,118,175.99 | \$ 6,947,371.58 | \$ 8,601,749.12 | \$ 8,601,749.12 | \$ 8,601,749.12 | \$ 8,601,749.12 |
| \$ 21,517.24 | \$ 16,690.23 | \$ (65,935.26) | | | |

Less than
.76%

4 Tax and Fee Burden on Citizen

| Palmer | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 |
|-----------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| Water | \$ 297 | \$ 313 | \$ 330 | \$ 348 | \$ 367 | \$ 388 | \$ 400 |
| Sewer | \$ 245 | \$ 282 | \$ 310 | \$ 349 | \$ 382 | \$ 416 | \$ 428 |
| Trash | \$ 252 | \$ 288 | \$ 294 | \$ 312 | \$ 312 | \$ 328 | \$ 338 |
| Property Tax | \$ 675 | \$ 675 | \$ 675 | \$ 675 | \$ 675 | \$ 675 | \$ 675 |
| Sales Tax on \$10,000 of goods | \$ 300 | \$ 300 | \$ 300 | \$ 300 | \$ 300 | \$ 300 | \$ 300 |
| Total | \$ 1,469 | \$ 1,558 | \$ 1,609 | \$ 1,984 | \$ 2,036 | \$ 2,107 | \$ 2,141 |

1.2%
increase

Neighboring Communities

| Wasilla | 2020 |
|-----------------------------------|-----------------|
| Water | \$ 547 |
| Sewer | \$ 619 |
| Trash | \$ 369 |
| Property Tax* (CMS FSA) | \$ 484 |
| Sales Tax on \$10,000 of goods | \$ 250 |
| Total | \$ 2,269 |

| Anchorage | 2020 |
|-----------------------------------|-----------------|
| Water | \$ 661 |
| Sewer | \$ 594 |
| Trash | \$ 483 |
| Property Tax* | \$ 1,802 |
| Sales Tax on \$10,000 of goods | \$ - |
| Total | \$ 3,540 |

*Property tax based on assessed value of \$225,000

5

Health Insurance Increase Calculated as 15% per employee

| <u>2019</u> | | |
|----------------------------------|----|--------|
| 2019: \$2,912 per employee | | |
| Cost: \$2,271,294 | | |
| Employee Contribution: \$171,705 | | |
| 66 Employees | | |
| 48 Contributing | | |
| EE & Spouse | 12 | 196.90 |
| EE & Children | 8 | 172.98 |
| EE & Family | 28 | 377.22 |

| <u>2020</u> | | |
|---|----|--|
| 2020: \$3,303 per employee | | |
| Cost: \$2,478,127 | | |
| Employee Contribution: \$179,458 | | |
| 69 Employees (increase of \$7,753) | | |
| 44 Contributing | | |
| EE & Spouse | 12 | 226.44 (\$354.48 annual increase) |
| EE & Children | 7 | 198.94 (\$311.52 annual increase) |
| EE & Family | 25 | 433.80 (\$678.96 annual increase) |

6

Proposed/Tentative presentation schedule

| Date | Type Mtg | Topic | Planned time |
|--------|----------|--|--------------|
| 15-Oct | N/A | Proposed Budget Distributed | N/A |
| 22-Oct | Special | Manager Introduction | 1 hr |
| 5-Nov | Special | Police/Fire/Public Works/Community Development | 3 hours |
| 12-Nov | Special | Airport/Finance/City Hall | 1 hour |
| 26-Nov | Special | CIP/Capital | 1 hr |
| 3-Dec | Special | CM/Clerk/Fee/Fine Schedule/CIP follow up | 3 hours |
| 10-Dec | Special | Follow up | 1 hr |
| 10-Dec | Regular | 2nd Public Hearing/Approval | |