

Mayor Steven J. Carrington  
Deputy Mayor Pamela Melin  
Council Member Carolina Anzilotti  
Council Member John Alcantra  
Council Member Richard W. Best  
Council Member Thomas Ojala IV  
Council Member Joshua Tudor

City Manager John Moosey  
City Clerk Shelly M. Acteson, CMC  
City Attorney Sarah Heath, Esq.

**City of Palmer, Alaska**  
**Regular City Council Meeting**  
**October 10, 2023, at 6:00 PM**  
City Council Chambers  
231 W. Evergreen Avenue, Palmer  
[www.palmerak.org](http://www.palmerak.org)

## **Regular and Election Certification Meeting Agenda**

---

### **A. CALL TO ORDER**

### **B. ROLL CALL**

### **C. PLEDGE OF ALLEGIANCE**

### **D. ELECTION CERTIFICATION**

1. **Resolution No. 23-030:** A Resolution of the Palmer City Council Accepting the Certificate of Canvass Board Results and Certifying the October 3, 2023, Regular City Election

### **E. ADMINISTRATION OF OATH OF OFFICE FOR ELECTED COUNCIL MEMBERS**

### **F. ORGANIZATION OF COUNCIL**

1. Election of Deputy Mayor
2. Election of Alternate Deputy Mayor

### **G. APPROVAL OF AGENDA**

1. Approval of Consent Agenda
2. Approval of Minutes of Previous Meetings
  - a) September 26, 2023, Regular Meeting

### **H. COMMUNICATIONS AND APPEARANCE REQUESTS**

1. Lieutenant Promotion Badging- Palmer Fire and Rescue – Christopher Walsh

### **I. REPORTS**

1. City Manager's Report
2. Mayor's Report
3. City Clerk's Report
4. City Attorney's Report

### **J. AUDIENCE PARTICIPATION**

### **K. PUBLIC HEARINGS**

1. **Resolution No. 24-001:** A Resolution of the Palmer City Council Adopting the City of Palmer Employee Pay Plan (First Public Hearing)
2. **Resolution No. 24-002:** A Resolution of the Palmer City Council Adopting the 2024 Fee Schedule for the City of Palmer for the Fiscal Year Beginning January 1, 2024, and Ending December 31, 2024 (First Public Hearing)
3. **Resolution No. 24-003:** A Resolution of the Palmer City Council Adopting the 2024 Fine Schedule

for the City of Palmer for the Fiscal Year Beginning January 1, 2024, and Ending December 31, 2024 (First Public Hearing)

4. **Resolution No. 24-004:** A Resolution of the Palmer City Council Adopting the Five-Year Capital Improvement Program for the Fiscal Year Beginning January 1, 2024, and Ending December 31, 2024 (First Public Hearing)
5. **Resolution No. 24-005:** A Resolution of the Palmer City Council Adopting a Budget for the City of Palmer, Alaska for the Fiscal Year Beginning January 1, 2024, and Ending December 31, 2024, and Appropriating Monies (First Public Hearing)

**L. ACTION MEMORANDA**

1. **Action Memorandum No. 23-061:** Authorize the City Manager to Renew the Banking Services Contract for Additional Year with First National Bank Alaska

**M. UNFINISHED BUSINESS**

**N. NEW BUSINESS**

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

**P. AUDIENCE PARTICIPATION**

- Q. EXECUTIVE SESSION** – Matters, the Immediate Knowledge of Which Would Clearly Have an Adverse Effect Upon the Finances of the Public Entity – Litigation Update from City Attorney Heath

**R. COUNCIL MEMBER COMMENTS**

**S. ADJOURNMENT**

**Tentative Future Palmer City Council Meetings**

Meeting Date	Meeting Type	Time	Notes
<b>October 17</b>	Special	6 pm	2024 Budget
<b>October 24</b>	Regular	6 pm	Regular
<b>November 7</b>	Special	6 pm	TENTATIVE, Budget
<b>November 14</b>	Regular	6 pm	
<b>November 28</b>	Regular	6 pm	

**City of Palmer  
Resolution No. 23-030**

**Subject:** A Resolution of the Palmer City Council Accepting the Certificate of Canvass Board Results and Certifying the October 3, 2023, Regular City Election

**Agenda of:** October 10, 2023

**Council Action:**    ☐ **Approved**                      ☐ **Amended:** \_\_\_\_\_  
                                 ☐ **Defeated**

**Originator Information:**

**Originator:**    Shelly M. Acteson, City Clerk

**Department Review:**

<b>Route to:</b>	<b>Department Director:</b>	<b>Signature:</b>	<b>Date:</b>
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

**Certification of Funds:**

Total amount of funds listed in this legislation:    \$ **0.00**

This legislation (✓):

<input type="checkbox"/>	Creates revenue in the amount of:	\$	_____
<input type="checkbox"/>	Creates expenditure in the amount of:	\$	_____
<input type="checkbox"/>	Creates a saving in the amount of:	\$	_____
<input checked="" type="checkbox"/>	Has no fiscal impact		

Funds are (✓):

<input type="checkbox"/>	Budgeted	Line item(s):	_____
<input type="checkbox"/>	Not budgeted		_____

Director of Finance Signature: \_\_\_\_\_

**Approved for Presentation By:**

	<b>Signature:</b>	<b>Remarks:</b>
City Manager	_____	_____
City Attorney	_____	_____
City Clerk	_____	_____

**Attachment(s):**

1. Resolution No. 23-030
2. Canvass Board Certificate of Results

**Summary Statement/Background:**

The City of Palmer held its Regular Election on October 3, 2023. The Canvass Board met on October 5, and 6, 2023.

**Administration's Recommendation:**

Adopt Resolution No. 23-030 accepting the Certificate of Canvass Board Results and certifying the October 3, 2023, Regular City Election.

**LEGISLATIVE HISTORY**

Introduced by: City Clerk through the  
Council  
Date: October 10, 2023  
Action:  
Vote:

Yes:

No:

CITY OF PALMER, ALASKA

**Resolution No. 23-030**

**A Resolution of the Palmer City Council Certifying the Results of the October 3, 2023, Regular City Election**

WHEREAS, the city of Palmer held its Regular City Election on October 3, 2023; and

WHEREAS pursuant to Palmer Municipal Code 18.35.100, the Canvass Board met on October 5 and 6, 2023, to judge the validity of absentee by-mail, early, special needs, and questioned ballots cast by voters at the October 3, 2023, Regular City Election; and

WHEREAS on October 5 and 6, 2023, the Canvass Board opened and tallied the accepted ballots; and

WHEREAS the results of the accepted ballots were added to tally of votes cast at the polls on Election Day; and

WHEREAS the results compiled by the Canvass Board are shown in the attached Unofficial Results spreadsheet, Exhibit A.

NOW, THEREFORE, BE IT RESOLVED that we, the Palmer City Council, certify that the October 3, 2023, Regular Election was held valid to the best of our knowledge.

BE IT FURTHER RESOLVED that the results of the October 3, 2023, Regular Election are certified as follows:

- a. **Jim Cooper** was elected to a three-year council member term, having received the first greatest number of votes cast for that seat.

- b. **Richard W. Best** was elected to a three-year council member term, having received the second greatest number of voters cast for that seat.

**PROPOSITION NO. 1  
(ORDINANCE NO. 23-002)**

	Vote Total:
Yes	367
No	94

**PROPOSITION NO. 2  
(ORDINANCE NO. 23-004-A)**

	Vote Total:
Yes	413
No	48

BE IT FURTHER RESOLVED that the 2023 ballots may be destroyed pursuant to Palmer Municipal Code 18.35.120.

Effective Date. This resolution takes effect upon adoption.

**Approved** by the Palmer City Council this 10th day of October, 2023.

\_\_\_\_\_  
Steve Carrington, Mayor

\_\_\_\_\_  
Shelly M. Acteson, CMC, City Clerk

**CITY OF PALMER**  
**Certificate of Canvass Board Results**  
 Precincts 25-320 & 25-325  
 Election Day: October 3, 2023

**Council Member Seats**  
**Three-Year Term Ending October 2026 (Two Positions)**

Candidates	Canvass Board Count*		ICP Unit / Poll Count		Total Votes
Best, Richard W.	67	+	157	=	157 224
Cooper, Jim	100	+	179	=	179 279
Ojala IV, Thomas F.	55	+	123	=	123 178
Write-in	7	+	17	=	17 28

**Proposition No. 1 (Resolution No. 23-0XX)**

Proposition No. 1	Canvass Board Count*		ICP Unit / Poll Count		Total Votes
Yes	122	+	245	=	245 367
No	30	+	64	=	64 94

**Proposition No. 2 (Resolution No. 23-0XX)**

Proposition No. 2	Canvass Board Count*		ICP Unit / Poll Count		Total Votes
Yes	134	+	277	=	277 413
No	14	+	32	=	32 48

Noted:

\*Absentee By-Mail, Early Voting, Special Needs and Questioned Ballots

WE, the Canvass Board of the City of Palmer, jointly certify that the information listed herein is a true and accurate statement of votes cast in the Regular City Election of **October 3, 2023**.


  
 Canvass Board Member

  
 Canvass Board Member

  
 Canvass Board Member

  
 Canvass Board Member

**ATTEST:**

  
 Shelly Acteson, CMC, City Clerk

**Palmer Municipal Code 2.05.060**  
**Deputy Mayor (Selection Process)**

**2.05.060 Deputy mayor.**

- A. At the first meeting following the regular city election, council shall elect from its membership a deputy mayor and an alternate deputy mayor to serve in the absence of the mayor.
- B. Deputy Mayor Election Process. The deputy mayor election process shall be as follows:
  - 1. Nominations. The mayor shall open nominations for deputy mayor and shall continue taking nominations until all nominations have been made.
  - 2. Voting Process.
    - a. After the nominations have closed, the mayor will, in alphabetical order by last name, bring each individual nominee's name to the floor for a vote;
    - b. The nominee obtaining four votes of the council shall be declared the winner of the election.
- C. Alternate Deputy Mayor Election Process. Following election of the deputy mayor, the council shall elect, using the same process as used for the deputy mayor election, the alternate deputy mayor.
- D. The deputy mayor shall succeed to the office of mayor when a vacancy occurs in that office and shall have and exercise the powers and duties of the mayor when the mayor is absent or unable to perform the duties of office.
  - 1. When a doubt exists concerning the ability of the mayor to perform the duties of office, the council shall, by resolution, determine whether the deputy mayor shall act in the place of the mayor.
  - 2. The determination shall stand until the council determines that the disability or inability ceases.
- E. The alternate deputy mayor shall succeed to deputy mayor when the deputy mayor is unavailable or there is a deputy mayor vacancy. (Ord. 14-003 § 3, 2014; Ord. 10-020 § 3, 2010; Ord. 10-006 § 3, 2010; Ord. 648 § 4, 2005)



## A. CALL TO ORDER

A regular meeting of the Palmer City Council was held on September 26, 2023, at 6:00 p.m. in the Council Chambers, Palmer, Alaska. Mayor Carrington called the meeting to order at 6:00 p.m.

## B. ROLL CALL

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

Mayor Steve Carrington, Deputy Mayor Pamela Melin, Council Members Carolina Anzilotti, John Alcantra, Joshua Tudor, and Richard W. Best

Absent and excused: Council Member Thomas Ojala IV

Staff in attendance:

Shelly M. Acteson, CMC, City Clerk  
Benji Johnson, Deputy City Clerk  
Sarah Heath, City Attorney  
Brad Hanson, Community Development Director  
John Moosey, City Manager  
Jude Bilafer, Public Works Director  
Dwayne Shelton, Police Chief

## C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

## D. APPROVAL OF AGENDA

### Main Motion: To Approve the Agenda

Moved by:	Best
Seconded by:	Tudor
Vote:	Unanimous Consent
Action:	Motion Carried

## E. COMMUNICATIONS AND APPEARANCE REQUESTS

1. **Elected Officials in Attendance** - None
2. **Board/Commission Members in Attendance** - None
3. **A Proclamation Recognizing October 23-31, 2023, as Red Ribbon Week**  
Mayor Carrington presented Staff Sergeant Vasily Sekerak with the proclamation recognizing October 23-31, 2023, as Red Ribbon Week.
4. **Presentation from Palmer Police Department – Office Facilities**  
Palmer Police Chief Shelton gave an overview of Palmer Police Department and B Detachment Alaska State Trooper facility, issues, and fielded questions from council members.
5. **Recognized Nathan Graber and Council Member Anzilotti's recent engagement.**

Mayor Carrington called for a recess at 6:45pm  
The meeting reconvened at 6:55pm

## **F. REPORTS**

### **1. City Manager's report:**

- Spoke about the AML Grant Symposium happening this week.
- Wednesday the FTA will be at the Borough regarding new regulations.
- Friday there will be ribbon cutting at Government Peak.
- Monday October 2, 2023, John Diumentti will be starting as Airport Superintendent.
- Wednesday October 4, 2023, Station 6-1 will be renamed for Benny Cottle.
- First budget meeting will be in October.

### **2. Mayor Carrington's report:**

- Welcomed new Deputy Clerk, Benji Jonhson.
- Reported on Sister City, Seroma, student visits, and the parents thanking Palmer City Council.
- Tuesday is Election Day.
- Next meeting will introduce the budget, discussion will continue as needed

### **3. City Clerk's report:**

- Stated that there is a written report in packet.
- Also welcomed new Deputy Clerk, Benji Johnson
- Gave update regarding elections.

### **4. City Attorney's report:**

- Finished final round of Title 4 edits.
- Also completed last round of edits to the VIC contract.
- Executive session on October 10, more updates on City litigation.
- Reported that she has been working on airport business.

## **G. AUDIENCE PARTICIPATION**

Travis Friesen:

- Expressed ideas and examples for more edible landscaping.

Rachel House:

- With the Friends of the Palmer Library.
- Expressed support for a local library.
- Believes there is confusion regarding the funding of rebuilding the Palmer Library.

Jeanie Troshynski:

- President of the Wasilla Friends of the Library.
- Reported that the Wasilla Library was extremely busy after the Palmer Library collapse.
- Gave an overview of what the Wasilla Friends of the Library went thru when building the new Wasilla Library.
- Spoke to the Wasilla Library reading program.

Jack Snodgrass:

- Former City Attorney for 25 years.
- Spoke to Palmer Library funding concerns, and previous funding of the Palmer golf course.

Eric Anderson:

- No reason the golf course cannot be a positive revenue stream.
- Spoke to possible police Station funding, perhaps work with the Borough and the Alaska State Troopers.
- Expressed concerns regarding the projected expenses for the Library.
- Suggested putting polls on the website to gain residential input.

## H. PUBLIC HEARINGS

## I. ACTION MEMORANDA

1. **Action Memorandum No. 23-054:** Authorizing the City Manager to Execute Amendment #4 – Final Design, Bidding, and Construction Administration Services with HDL Engineering Consultants in the Amount not to exceed \$164,895 for Engineering and Construction Services for the Bogard Road Booster Station Project

### Main Motion: To Approve Action Memorandum No. 23-054

Moved by:	Best
Seconded by:	Anzilotti
Vote:	Unanimous
Action:	Motion Carried

2. **Action Memorandum No. 23-055:** Authorizing Utility Connection outside City limits for a multifamily development located at 12821 E. Scott Road, Palmer, Alaska

Manager Moosey responded to Council questions.

### Main Motion: To Approve Action Memorandum No. 23-055

Moved by:	Tudor
Seconded by:	Anzilotti
Vote:	Unanimous
Action:	Motion Carried

3. **Action Memorandum No. 23-056:** Authorizing the City Manager to Execute a Contract with White Knight Services in the Amount of not to exceed \$2,004.00 per complete call out for snowplow City facilities

### Main Motion: To Approve Action Memorandum No. 23-056

Moved by:	Best
Seconded by:	Melin
Vote:	Unanimous
Action:	Motion Carried

4. **Action Memorandum No. 23-057:** Authorizing the City Manager to Execute a Contract extension with Eagle View Excavation in the Amount of not to exceed \$90.00 per hour per truck for City Snow Haul Services

Manager Moosey responded to Council questions.

**Main Motion: To Approve Action Memorandum No. 23-057**

Moved by:	Melin
Seconded by:	Best
Vote:	Unanimous
Action:	Motion Carried

5. **Action Memorandum No. 23-058:** Authorize the City Manager to Negotiate and Award a Contract with Alcan Electrical & Engineering for a New Telephone System, in an Amount Not to Exceed \$70,000

Manager Moosey and Council Member Tudor responded to Council questions.

**Main Motion: To Approve Action Memorandum No. 23-058**

Moved by:	Tudor
Seconded by:	Best
Vote:	Unanimous
Action:	Motion Carried

6. **Action Memorandum No. 23-059:** Authorizing the City Manager to Execute a New Lease Agreement with Flying Gator, LLC, on the Palmer Municipal Airport, Leased Lot 32 B

**Main Motion: To Approve Action Memorandum No. 23-059**

Moved by:	Melin
Seconded by:	Tudor
Vote:	Unanimous
Action:	Motion Carried

7. **Action Memorandum No. 23-060:** Authorizing the City Manager to Negotiate and Execute a Contract with Talon Construction for the Construction of Temporary Walls at the Palmer Public Library from Roof Collapse for the Weatherization and Security of the Building in an Amount Not to Exceed \$48,686

Manager Moosey responded to Council questions.

**Main Motion: To Approve Action Memorandum No. 23-060**

Moved by:	Anzilotti
Seconded by:	Best
Vote:	Unanimous
Action:	Motion Carried

**J. UNFINISHED BUSINESS****K. NEW BUSINESS**

1. Discussion regarding residency requirement for Palmer City Manager: City of Palmer, Alaska, Municipal Charter, Section 5.4, and Palmer Municipal Code, 4.15.060

**This agenda item was postponed to the September 26 Council Meeting.**

Discussion ensued.

## **L. RECORD OF ITEMS PLACED ON THE TABLE**

Letter From Mr. Snodgrass  
Project overview from Police Chief Shelton

## **M. AUDIENCE PARTICIPATION**

Mike Chmielewski :

- Visitors from Saroma came and visited the studio.
- Two of the three candidates for Palmer City Council came into the studio for interviews.
- Stated concerns regarding the state of the railroad tracks in town.

Travis Freisen:

- Spoke to the state of the railroad tracks.
- Had suggestions regarding preparation for the Winter Games, perhaps use the train.
- Spoke again to the edible landscaping.

Eric Anderson:

- Council needs to take into account the cost of new construction.
- Expressed concerns regarding water and sewer expansion and concerns regarding existing infrastructure maintenance.

Dwayne Sheldon:

- Palmer resident
- Commented on the boundary concerns regarding a potential new City Manager.

## **N. EXECUTIVE SESSION**

## **O. COUNCIL MEMBER COMMENTS**

Council Member Anzilotti:

- Thanked Chief Shelton for his presentation on the state of the Police Station.
- Welcomed Deputy City Clerk, Benji Johnson.

Council Member Tudor:

- Thanked Chief Shelton for his presentation.
- Expressed support for rebuilding the library.
- Reminded everyone to vote.
- Congratulated Council Member Anzilotti on her engagement.

Council Member Best:

- Could be his last meeting, encourages all to fight for Palmer's voice regarding the MPO "situation".
- Spoke to AML Symposium timing regarding Election season.

Council Member Melin:

- Welcomed Deputy City Clerk, Benji Johnson.
- Congratulated Council Member Anzilotti.
- Thanked Chief Shelton for his presentation, further expressed that buildings are aging.
- Glad to see that there are efforts to plan for snow removal.
- Thanked Council Member Best for his service.

Council Member Alcantra:

- Thanked Council for card and kind words regarding passing of brother.

- Thanked everyone for the great presentations and comments.
- Spoke to the importance of voting in the upcoming election.
- Commented on Council Member Best knowledge and tenure as a Council Member.
- Congratulated Council Member Anzilotti.
- Welcomed Deputy City Clerk, Benji Johnson.

Mayor Carrington:

- Congratulated Council Member Anzilotti on her engagement.
- Spoke to AML symposium and grant opportunities, specifically regarding the Palmer Senior Center.
- Welcomed Deputy City Clerk Benji Johnson.

## **P. ADJOURNMENT**

With no further business before the Council, the meeting adjourned at 8:08 p.m.


**Approved this 11th day of October, 2023.**

---

Shelly M. Acteson, CMC, City Clerk

---

Steve Carrington, Mayor



# Palmer Mayor's Report

## **Tuesday October 10, 2023, Council Meeting**

### **MVP MPO – MatSu Valley Planning for Transportation**

The Pre-MPO Policy Board will meet again Tuesday Oct. 17. The new business items for the meeting will be:

- New Business a. FFY24 UPWP Amendment – (Action Item)
- Non-Profit Articles of Incorporation – (Action Item)
- FAST Planning Hiring Temporary Coordinator – (Action Item)

I would like to thank Brad Hanson for representing the City of Palmer with the Steering Committee for the MVP (MPO) for the past few years. With the change of having me on the Policy Board I believe now would be a good time to change our representation for the Steering Committee as well. I've discussed it with City Manager John Moosey and have asked our Public Works Director Jude Bilafer to represent the City of Palmer on the Steering Committee of the MVP for Transportation (MPO).

### **Palmer seat on the MSB Planning Commission**

Well, sort of. Mayor Edna Devries gave me notice that the Borough was changing their MSB code to match the requirements of State Code (AS 29.40.020) for a city representative to serve on the MSB Planning Commission. I believe this is to take effect Jan. 1, 2024. The ordinance will allow for a representative of the City of Palmer to be from a list of recommendations from the City Council. In an upcoming meeting we will be discussing this and coming up with the recommendation list. Below is the code that refers to this.

AS 29.40.020 available:

<https://touchngo.com/lglcntr/akstats/Statutes/Title29/Chapter40/Section020.htm>

*Each first and second class borough shall establish a planning commission consisting of five residents unless a greater number is required by ordinance. A member shall be appointed by the borough mayor for a term of three years subject to confirmation by the assembly, except that a member from a home rule or first class city shall be selected from a list of recommendations submitted by the council.*



# Palmer Mayor's Report

AMENDING MSB TITLE 15 RELATING TO THE PLANNING COMMISSION available:  
<https://matanuska.legistar.com/View.ashx?M=F&ID=12324443&GUID=607E1FF8-ABE5-433C-AFF0-0D2A2D3E604E>


*15.08.020 APPOINTMENTS. The mayor shall make appointments subject to confirmation by the assembly, except that the member from the City of Wasilla (Seat 8) shall be selected from a list of recommendations submitted by the Wasilla City Council and the member from the City of Palmer (Seat 9) shall be selected from a list of recommendations submitted by the Palmer City Council.*

## **Palmer Library Update**

The damaged section of the library has been demolished. Contractors are now working to weatherize the rest of the library for the winter.







# Palmer Mayor's Report

As of the writing of this report, the Library Bond issue seems to be passing with an unofficial 79% Yes votes from Voting Day. Wolf Architects is working through analyzing the choices for moving forward with the library. In the next few months Wolf Architecture will be presenting to the council what the details and projected cost choices will be. This will include choices to either add to the existing structure or to build something completely new. Some of the factors have to do with their analysis on what all is salvageable and costs associated with the choices.

People have been asking me about the next steps for the library. Bonding isn't the next step. In fact, Bonding is one of the last steps. Just because we have permission to bond for more money doesn't mean we will use it.

We need to work through the design process to know what the projected cost will be. With that in hand, we can seriously approach grant sources and secure grants to assist with the project. With a library bond (assuming the final numbers are a Yes) we can work more confidently to build our project in a timely manner.


Also see my notes under **Budget Time...**

## **Budget Time is here!**

We start with the introduction of the budget documents October 10 and have planned many budget presentations for the Special Meeting October 17. We will continue budget discussions October 24 and from there decide how many more meetings will be needed.

I know some of my questions will be to understand what the annual costs of bonds have been in the past. I will also be interested to get some projections of what costs the Library would be to our annual budget. Some of this might depend on what amount (\$4 Million, \$6 Million, etc.). It will also be good to brainstorm what other grant opportunities people may know of.

One of the other aspects of the Budget is to look at the 5 year capital plan. It's not a true budget document as it doesn't commit us to spending money some years down the road. But it's meant to help us keep track of some of those large multi-year budget items and what years they may affect us. You know those small things like a library building, public safety building, fire truck, et al.



# Palmer Mayor's Report

## **Meeting Agenda Highlights:**

### **Election Agenda Items**

- Election Certification
- Administration of Oath of Office for elected council members
- Code of Ethics agreement
- Election of Deputy Mayor and Alternate Deputy Mayor

### **Promotion Badging and introduction of new employees**

### **Public Hearings**

There are five public hearings for the 5 budget documents. This will be the introduction and first public hearing for these budget documents. On Oct. 17 we will have budget presentations from the departments during a Committee of the Whole. There may also be time for more discussion that evening on the budget documents.

### **Action Memoranda**

There is one action memorandum for renewing the Banking Service Contract.

### **Executive Session**

Our City Attorney Sarah Heath has asked for this to give the council a ligation update.

*Mayor Steve Carrington*

Introduced by: City Manager Moosey  
Date: October 10, 2023  
Public Hearing: October 10, 2023  
Action:  
Vote:  
Yes: No:

CITY OF PALMER, ALASKA

**Resolution No. 24-001**

**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 hereby amends its employee compensation pay plan by adopting the attached "City of Palmer Pay Plan-January 1, 2024" with effective date of the pay plan to be January 1, 2024.

**Approved** by the Palmer City Council this 28th day of November, 2023.

\_\_\_\_\_  
Steve Carrington, Mayor

\_\_\_\_\_  
Shelly M. Acteson, CMC, City Clerk

## CITY OF PALMER PAY PLAN -- Janaury 1, 2024

Implement: 01/01/2024

Council 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 Bi-weekly Annual	13.63 1090.40 28,350	14.08 1126.40 29,286	14.53 1162.40 30,222	15.01 1200.80 31,221	15.52 1241.60 32,282	16.03 1282.40 33,342	16.56 1324.80 34,445	17.12 1369.60 35,610	17.71 1416.80 36,837	18.22 1457.60 37,898	18.77 1501.60 39,042	19.33 1546.40 40,206	19.93 1594.40 41,454	20.54 1643.20 42,723	21.17 1693.60 44,034
2	Seasonal Arena Attendant Janitor/ Light Maintenance Library Technician Seasonal Groundskeepers / LT Maintenance	Hourly Bi-weekly Annual	15.22 1217.60 31,658	15.72 1257.60 32,698	16.25 1300.00 33,800	16.79 1343.20 34,923	17.37 1389.60 36,130	17.94 1435.20 37,315	18.56 1484.80 38,605	19.21 1536.80 39,957	19.87 1589.60 41,330	20.48 1638.40 42,598	21.09 1687.20 43,867	21.74 1739.20 45,219	22.40 1792.00 46,592	23.10 1848.00 48,048	23.82 1905.60 49,546
3	Library Specialist Receptionist & Cashier (PT)	Hourly Bi-weekly Annual	16.79 1343.20 34,923	17.37 1389.60 36,130	17.94 1435.20 37,315	18.56 1484.80 38,605	19.21 1536.80 39,957	19.87 1589.60 41,330	20.56 1644.80 42,765	21.28 1702.40 44,262	22.02 1761.60 45,802	22.70 1816.00 47,216	23.40 1872.00 48,672	24.13 1930.40 50,190	24.88 1990.40 51,750	25.67 2053.60 53,394	26.48 2118.40 55,078
4	Admin Assistant: Library Election Worker	Hourly Bi-weekly Annual	18.33 1466.40 38,126	18.96 1516.80 39,437	19.62 1569.60 40,810	20.30 1624.00 42,224	21.01 1680.80 43,701	21.74 1739.20 45,219	22.51 1800.80 46,821	23.31 1864.80 48,485	24.13 1930.38 50,190	24.88 1990.40 51,750	25.66 2052.80 53,373	26.48 2118.40 55,078	27.32 2185.60 56,826	28.18 2254.40 58,614	29.08 2326.40 60,486
5	Admin Asst - Public Safety, Public Works, Community Development, Mayor Council Clerk City Manager, Receptionist & Cashier Community Development Specialist Maintenance Worker, Seasonal Arena Specialist Seasonal Arena Operations Assistant Groundskeeper Foreman, Library Assistant	Hourly Bi-weekly Annual	19.94 1595.20 41,475	20.64 1651.20 42,931	21.36 1708.80 44,429	22.11 1768.80 45,989	22.90 1832.00 47,632	23.71 1896.80 49,317	24.54 1963.20 51,043	25.43 2034.40 52,894	26.34 2107.20 54,787	27.18 2174.40 56,534	28.04 2243.20 58,323	28.93 2314.40 60,174	29.85 2388.00 62,088	30.81 2464.80 64,085	31.80 2544.00 66,144
6	Accounting Technician I, Dispatcher I Evidence & Records Custodian Lib Srvs Coordinator, W/WW Operator I Solid Waste Collector, Mechanic I	Hourly Bi-weekly Annual	21.54 1723.20 44,803	22.29 1783.20 46,363	23.07 1845.60 47,986	23.90 1912.00 49,712	24.75 1980.00 51,480	25.63 2050.40 53,310	26.55 2124.00 55,224	27.51 2200.80 57,221	28.50 2280.00 59,280	29.42 2353.60 61,194	30.35 2428.00 63,128	31.32 2505.60 65,146	32.33 2586.40 67,246	33.37 2669.60 69,410	34.45 2756.00 71,656
7	Building Inspector, Dispatcher II Equipment Operator, Mechanic Police Officer I, Support Services Specialist Utility Meter Reader & Laborer W/WW Operator II	Hourly Bi-weekly Annual	23.11 1848.80 48,069	23.94 1915.20 49,795	24.79 1983.20 51,563	25.67 2053.60 53,394	26.60 2128.00 55,328	27.57 2205.60 57,346	28.55 2284.00 59,384	29.59 2367.20 61,547	30.67 2453.60 63,794	31.66 2532.80 65,853	32.68 2614.40 67,974	33.73 2698.40 70,158	34.82 2785.60 72,426	35.96 2876.80 74,797	37.12 2969.60 77,210
8	Accounting Technician II Deputy City Clerk	Hourly Bi-weekly Annual	24.69 1975.20 51,355	25.56 2044.80 53,165	26.49 2119.20 55,099	27.44 2195.20 57,075	28.44 2275.20 59,155	29.48 2358.40 61,318	30.55 2444.00 63,544	31.66 2532.80 65,853	32.83 2626.40 68,286	33.89 2711.20 70,491	34.98 2798.40 72,758	36.11 2888.80 75,109	37.28 2982.40 77,542	38.49 3079.20 80,059	39.75 3180.00 82,680
9	Dispatch Supervisor, Fire Prevention Officer Fire Training Coordinator Parks & Facility Manager Police Officer II, Utilities Foreman	Hourly Bi-weekly Annual	26.28 2102.40 54,662	27.23 2178.40 56,638	28.20 2256.00 58,656	29.23 2338.40 60,798	30.30 2424.00 63,024	31.43 2514.40 65,374	32.58 2606.40 67,766	33.78 2702.40 70,262	35.03 2802.40 72,862	36.16 2892.80 75,213	37.34 2987.20 77,667	38.56 3084.80 80,205	39.81 3184.80 82,805	41.12 3289.60 85,530	42.47 3397.60 88,338
10	Library Director Police Detective Sergeant Police Sergeant	Hourly Bi-weekly Annual	27.84 2227.20 57,907	28.86 2308.80 60,029	29.91 2392.80 62,213	31.00 2480.00 64,480	32.15 2572.00 66,872	33.32 2665.60 69,306	34.56 2764.80 71,885	35.83 2866.40 74,526	37.17 2973.60 77,314	38.38 3070.40 79,830	39.64 3171.20 82,451	40.93 3274.40 85,134	42.28 3382.40 87,942	43.67 3493.60 90,834	45.11 3608.80 93,829
11	Airport Superintendent Commander, Finance Manager Human Resource Manager Maintenance Superintendent	Hourly Bi-weekly Annual	29.43 2354.40 61,214	30.81 2464.80 64,085	31.61 2528.80 65,749	32.76 2620.80 68,141	33.98 2718.40 70,678	35.24 2819.20 73,299	36.54 2923.20 76,003	37.90 3032.00 78,832	39.32 3145.60 81,786	40.60 3248.00 84,448	41.93 3354.40 87,214	43.31 3464.80 90,085	44.73 3578.40 93,038	46.21 3696.80 96,117	47.73 3818.40 99,278
12	Directors: Community Development Finance, Public Works Fire Chief, Police Chief	Hourly Bi-weekly Annual	36.48 2918.40 75,878	37.84 3027.20 78,707	39.25 3140.00 81,640	40.72 3257.60 84,698	42.24 3379.20 87,859	43.83 3506.40 91,166	45.47 3637.60 94,578	47.19 3775.20 98,155	48.97 3917.60 101,858	50.59 4047.20 105,227	52.28 4182.40 108,742	54.01 4320.80 112,341	55.83 4466.40 116,126	57.69 4615.20 119,995	59.62 4769.60 124,010

## \*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.

Introduced by: City Manager Moosey  
Date: October 10, 2023  
Public Hearing: October 10, 2023  
Action:  
Vote:

Yes:

No:

CITY OF PALMER, ALASKA

**Resolution No. 24-002**

**A Resolution of the Palmer City Council Adopting the 2024 Fee Schedule for the City of Palmer for the Fiscal Year Beginning January 1, 2024, and Ending December 31, 2024,**

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 2024 and becomes a part of the current, adopted budget.

NOW, THEREFORE, BE IT RESOLVED by the Palmer City Council hereby, through the budget process, adopts the attached fee schedule for a period of one (1) year, that being from January 1, 2024, through December 31, 2024.

**Approved** by the Palmer City Council this 28th day of November, 2023.

\_\_\_\_\_  
Steve Carrington, Mayor

\_\_\_\_\_  
Shelly M. Acteson, CMC, City Clerk



# **City of Palmer**

## **2024 Fee Schedule**

**(Adopted by Resolution No. 24-002)**

# Table of Contents

<b>Airport Fees .....</b>	<b>3</b>
<b>Animal Control Fees.....</b>	<b>3</b>
<b>Appeals.....</b>	<b>4</b>
<b>Application Filing Fees (Filing fees are nonrefundable).....</b>	<b>4</b>
<b>Building Inspector Inspection Services and Fees .....</b>	<b>4</b>
<b>Building Permit Fees Based on Total Valuation .....</b>	<b>4</b>
<b>Business Licenses .....</b>	<b>5</b>
<b>Community Center (Railroad Depot) Rental .....</b>	<b>6</b>
<b>Community Center (Railroad Depot) Rental Miscellaneous Fees.....</b>	<b>6</b>
<b>Election Fees .....</b>	<b>6</b>
<b>Equipment Rental.....</b>	<b>7</b>
<b>False Alarms.....</b>	<b>8</b>
<b>Fire Equipment Items.....</b>	<b>8</b>
<b>Fire Training Center Rental Fees.....</b>	<b>8</b>
<b>Fire Training Ground Items.....</b>	<b>9</b>
<b>Miscellaneous.....</b>	<b>9</b>
<b>MTA Events Center.....</b>	<b>9</b>
<b>Neighborhood Park Development Fee Schedule.....</b>	<b>10</b>
<b>Palmer Public Library Fees .....</b>	<b>10</b>
<b>Permits .....</b>	<b>11</b>
<b>Public Information Requests .....</b>	<b>11</b>
<b>Sales Tax .....</b>	<b>11</b>
<b>Special Assessments.....</b>	<b>12</b>
<b>Utilities .....</b>	<b>12</b>

<b>Airport Fees</b>	
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	\$ 32
Aircraft Tie Down Space Apron A (1-27, T1-T9) 33'x44' Quarterly Apron C (6-33, 39-45) 33'x44' Quarterly	\$ 90
Aircraft Tie Down Space Apron A (1-27, T1-T9) 33'x44' Annual Apron C (6-33, 39-45) 33'x44' Annual	\$ 334
Aircraft Tie Down Space Apron B (1-39)	\$ 32
Aircraft Tie Down Space Apron B (1-39)	\$ 91
Aircraft Tie Down Space Apron B (1-39)	\$ 334
Aircraft Tie Down Space Apron C (1-5, 34-38) 60'x61' Monthly	\$ 53
Aircraft Tie Down Space Apron C (1-5, 34-38) 60'x61' Quarterly	\$ 154
Aircraft Tie Down Space Apron C (1-5, 34-38) 60'x61' Annual	\$ 586
Aircraft Tie Down Space Large Aircraft Apron(1-2,T10) 75'x75' Transient (per day)	\$ 53
Aircraft Tie Down Space Large Aircraft Apron(1-2,T10) 75'x75' Quarterly	\$ 292
Aircraft Tie Down Space Large Aircraft Apron(1-2,T10) 75'x75' Annual	\$ 1,118
Aircraft Tie Down Space Large Aircraft Apron(3-6,T11)100'x100' Transient (per day)	\$ 90
Aircraft Tie Down Space Large Aircraft Apron(3-6,T11)100'x100' Quarterly	\$ 530
Aircraft Tie Down Space Large Aircraft Apron(3-6,T11)100'x100' Annual	\$ 2,070
Aircraft Tie Down Space Large Aircraft Apron (7, T12)100'x120' Transient (per day)	\$ 106
Aircraft Tie Down Space Large Aircraft Apron (7, T12)100'x120' Quarterly	\$ 636
Aircraft Tie Down Space Large Aircraft Apron (7, T12)100'x120' Annual	\$ 2,494
Rotary Aircraft Tie Down Space Helipad (1-3) 60' Circle Transient (per day)	\$ 27
Rotary Aircraft Tie Down Space Helipad (1-3) 60' Circle Transient Monthly	\$ 117
Rotary Aircraft Tie Down Space Helipad (1-3) 60' Circle Transient Quarterly	\$ 336
Rotary Aircraft Tie Down Space Helipad (1-3) 60' Circle Transient Annual	\$ 1,294
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 (sales tax included in transient rate) Transient rate is for stay greater than 4 hours per day on airport grounds. Rates are not pro-rated.	

<b>Animal Control Fees</b>	
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



<b>Appeals</b>	
Appeal to hearing officer regarding a decision of the Planning and Zoning Commission:	
Nonrefundable application filing fee	\$ 3,000
Deposit for preparation of the appeal record	\$ 500

<b>Application Filing Fees (Filing fees are nonrefundable)</b>	
Mobile home park	\$ 500
Large Retail Establishment	\$ 500
Conditional Use Permit	\$ 500
Variance Request	\$ 500
Planned Unit Development (PUD)	\$ 500
Zone Change/Palmer Municipal Code Text Amendment	\$ 500
Accessory Dwelling Unit	\$ 100
Short Term Rental and Annual Renewal	\$ 75

<b>Building Permit Fees Based on Total Valuation</b>		
<b>Total Valuation:</b>	<b>Fee:</b>	<b>Additional Fee</b>
\$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

<b>Building Inspector Inspection Services and Fees</b>	
Plan Review Fee (4-plex or more residential units and all other non-residential projects) 65% of building permit fee	65%
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.

<b>Business Licenses</b>	
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 7	\$ 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	\$270 per day	\$ 150
Daily weekend: Friday through Sunday	\$325 per day	\$ 150
Recurring Use * (for Category 1, 2 & 3 Only**)	Rental Rate	Security Deposit
<u>Minimum rental of 15 calendar days per year:</u>		
Monday through Thursday	\$205 per day	\$ 150
Friday through Sunday	\$235 per day	\$ 150

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

\*\*Recurring Use does not apply to Category 4 & Category 5 as defined in the City of Palmer Community Center (Depot) Rental Policy

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

Community Center (Railroad Depot) Rental Miscellaneous Fees	
Security Deposit	\$ 150
Re-hanging of ceiling noise baffles (per hour basis)	\$ 55
Lost key fee	\$ 150
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 (per precinct)	\$ 200

### 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	\$ 125
Bucket Truck	\$ 125
Cement Mixer	\$ 45
Chainsaw	\$ 30
Cut Off Saw	\$ 25
Drain Cleaner	\$ 50
Dredge	\$ 300
Dump/Flat Bed	\$ 65
Dump Trucks (8 yard)	\$ 165
Garbage Truck	\$ 200
Graders	\$ 250
Hot Patcher	\$ 75
Jumping Jack	\$ 35
Front End Loader	\$ 125
Riding Mower	\$ 55
Paver	\$ 65
Pickup Truck	\$ 95
Plow/Sand Truck (large)	\$ 165
Pressure Washer	\$ 25
Road Striper Power Liner	\$ 45
Rototiller	\$ 35
Snow Blower	\$ 325
Spreader	\$ 25
Steam Truck	\$ 125
Street Sweeper	\$ 130
Trac Star Fusion Machine (per hour, 4 hour min) monthly price = \$19,000, monthly fee can be pro-rated	\$ 200
Trailer	\$ 55
Trash Pump	\$ 50
Vactor	\$ 125
Water/Sewer/Maintenance Utility Trucks	\$ 95
Weed Blower	\$ 25
Weed Whacker	\$ 25

<b>False Alarms</b>	
<b>False Burglar Alarm Fees (Within a 12 month period):</b>	
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
<b>False Fire Alarm Fees (Within a 12 month period):</b>	
First false alarm	\$ 0
Second false alarm	\$ 300
Third false alarm	\$ 350
Fourth false alarm	\$ 400
Each false alarm in excess of four	\$ 400

<b>Fire Equipment Items</b>	
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.

<b>Fire Training Center Rental Fees</b>	
Classroom, each (per day, includes A/V and restrooms)	\$ 150
Copy machine (per copy)	\$ .25
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)	\$ 100

<b>Fire Training Ground Items</b>	
Smoke house (per hour)	\$ 50
Smoke Generator Machine ** (per day)	\$ 50
Tower Building and Burn Room (per hour)	\$ 50
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

<b>Miscellaneous</b>	
Notary fee (per act)	\$ 10
NFS Check Fee	\$ 30
Administrative fees on credit card charges of \$5,000 or higher (in person or phone transactions only)	3%

<b>MTA Events Center</b>	
Events Center Rental (ice covered) per day	\$ 2,500
Events Center Rental (dry floor) per hour, minimum 3 hours – up to 8 hours	\$ 100
Events Center Rental (dry floor) per day	\$ 1,000
Prime Ice Hour	\$ 250
Non-Prime Ice Hour	\$ 205
Paid Gate (Ice) Event Per Hour	\$ 275
Curling per hour	\$ 215
Curling Stone Rental Monthly	\$ 100
Public Skate Youth (4 & under) Helmet Mandatory	\$ Free
Public Skate	\$ 5
Public Skate Senior Ages 60+	\$ 4
Public Skate Family Pass (up to 4 people, each additional is \$4)	\$ 15
Public Skate Senior 10 punch card (60+)	\$ 35
Public Skate 10 punch card	\$ 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 (by age group, full gear required)	\$ 7
Shinny Hockey 10 punch card (by age group, full gear required)	\$ 60
Stick Time (Helmets & gloves required)	\$ 5
Stick Time 10 punch card (Helmets & gloves required)	\$ 45
Broomball (Helmets & gloves required)	\$ 5
Birthday Party (up to 15 skaters, \$5 per additional skater)	\$ 100
Gym (daily)	\$ 5
Gym (monthly)	\$ 25

<b>MTA Events Center Advertising Rates</b>	
Dasher Boards 30" X 96" – 1 Year Contract	\$ 1,200
Dasher Boards 30" X 96" – 3 Year Contract	\$ 3,000
Hanging Banners 4' X 8" – 1 Year Contract	\$ 1,300
Hanging Banners 4' X 8" – 3 Year Contract	\$ 3,000

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

<b>Palmer Public Library Fees</b>	
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) Black & White	\$ .25
Copying fee (per page) Color	\$ .50
Replacement library cards	\$ 3
Temporary card (4 months)	\$ 10
<b>Damaged Books</b>	
TBD = To Be Determined	
Chewed edge corner (per corner)	\$ 2
Defaced pages (per page or replacement cost)	\$ 2
Torn pages in book that cannot be repaired (replacement cost plus administrative fee)	\$ 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	\$ 4
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
<b>Damaged Videos/DVDs/CDs:</b>	
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
<b>Equipment:</b>	
E-Readers, Tables, Laptops, Playaways, Audioplayers (replacement cost plus administrative fee)	\$ TBD
Kits Damaged or missing parts (Replacement cost plus administrative fee)	\$ TBD
Equipment loaned out (per day) plus \$100 refundable deposit	\$ 5
Damages to equipment (actual repair cost plus administrative fee)	\$ TBD

<b>Permits</b>	
Itinerant Vendor permit	\$ 50
Fence permits	\$ 26
Shed Permit (up to 320 square feet)	\$ 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

<b>Public Information Requests</b>	
Copies (per page)	\$ .25
Copies of drawings, plans, books, etc. – actual cost	\$
Audio recording (per meeting)	\$ 15
Fire Report Copy	\$ 20
Charge for staff time above five hours for research/copying costs – actual personnel cost	\$
Collision Report (Per report, exceeds 10 pages, additional fee of \$0.35 per page)	\$ 10
Officer Report (Per report, exceeds 10 pages, additional fee of \$0.35 per page)	\$ 10
Dispatch Log (Per log, exceeds 10 pages, additional fee of \$0.35 per page)	\$ 5
CD/DVD (Per CD/DVD)	\$ 20
Public Safety Audio Recording - \$20.00 per individual incident plus \$0.54 a minute for review and \$5.40 a minute for redaction	
Public Safety Video Recording - \$50.00 per individual incident plus \$0.54 a minute for review and \$5.40 a minute for redaction	

<b>Sales Tax</b>	
Sales Tax Rate (\$1,000 cap per item/service)	3%
Sales Tax – late filing fee	\$ 25
Sales Tax – delinquency tax interest rate – per year	15%
Sales Tax – late payment penalty	
a penalty of 5% of the tax for each month late or fraction there of after the due date, until total penalty of 20% 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
Online Sales Tax Credit Card Convenience Fee	3%



Contractor Certification of Exemption (for sales tax/per calendar year)	\$ 250
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	\$ 50
Connection/Disconnect fee	\$ 25
Door tag fee for non-payment of prior months' utility bill	\$ 20
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)	\$ 21.60 20.95
Over 5,000 gallons (plus meter charge and \$0.432 \$0.419 per 100 gallons plus sales tax)	\$ 21.60 20.95
Monthly Wastewater Rates:	
0 to 5,000 gallons (plus sales tax)	\$ 47.10 45.75
Over 5,000 gallons (plus \$0.942 \$0.915 per 100 gallons plus sales tax)	\$ 47.10 45.75
Dump Station Fee (per month)	\$ 180
Monthly Meter Charges:	
5/8" meter (plus sales tax)	\$ 16.65 16.15
3/4" meter (plus sales tax)	\$ 24.00 23.30
1" meter (plus sales tax)	\$ 42.45 41.20
1 1/2" meter (plus sales tax)	\$ 95.90 93.10
2" meter (plus sales tax)	\$169.90 \$ 164.95
3" meter (plus sales tax)	\$381.40 \$ 370.30
4" meter (plus sales tax)	\$679.60 \$ 659.80
6" meter (plus sales tax)	\$1,529.15 \$ 1,484.60
8" meter (plus sales tax)	\$2,718.30 \$ 2,639.15
Hydrant Meter Connection (3" Bulk) (per month plus \$.01 per gallon) (plus sales tax)	\$325.00 315.00
Monthly Unmetered Wastewater Service Rates:	
Unmetered wastewater service flat rate, 4 inch service line (plus sales tax)	\$ 54.10 52.50
Unmetered wastewater service flat rate, 6 inch service line (plus sales tax)	\$ 78.95 76.65
Service Fee for Utilities Outside City Limits:	
Monthly Service Fee for Outside City Limits	3%

**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.

<b>Treatment Rates:</b>	
0 - 5000 gallons (plus sales tax)	\$ 56.80
Over 5001 gallons (plus \$1.10 per 100 gallons) (plus sales tax)	\$ 56.80
<b>Solid Waste Collection:</b>	
Weekly refuse collection service (per month plus sales tax) 96 gallon can	\$ 29
Weekly refuse collection service (per month plus sales tax) 64 gallon can	\$ 23
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	\$ 35
Container Delivery/Removal fee	\$ 25
Unscheduled Service Fee (different collection vehicle required)	\$ 50
Three Cubic Yard Container - Residential - each dump (plus sales tax)	\$ 31.50
Four Cubic Yard Container - Residential - each dump (plus sales tax)	\$ 40
Eight Cubic Yard Container - Residential - each dump (plus sales tax)	\$ 78
Three Cubic Yard Container – Commercial – Monthly fee (for one dump per week) (plus sales tax)	\$ 126
Three Cubic Yard Container – Commercial – Monthly fee (for two dumps per week) (plus sales tax)	\$ 252
Three Cubic Yard Container – Commercial – Monthly fee (for three dumps per week) (plus sales tax)	\$ 378
Four Cubic Yard Container – Commercial – Monthly fee (for one dump per week) (plus sales tax)	\$ 160
Four Cubic Yard Container – Commercial – Monthly fee (for two dumps per week) (plus sales tax)	\$ 320
Four Cubic Yard Container – Commercial – Monthly fee (for three dumps per week) (plus sales tax)	\$ 480
Eight Cubic Yard Container – Commercial – Monthly fee (for one dump per week) (plus sales tax)	\$ 312
Eight Cubic Yard Container – Commercial – Monthly fee (for two dumps per week) (plus sales tax)	\$ 624
Eight Cubic Yard Container – Commercial – Monthly fee (for three dumps per week) (plus sales tax)	\$ 936
Locking Dumpster (three or four yard includes delivery and pickup)	\$ 175



Introduced by: City Manager Moosey  
Date: October 10, 2023  
Public Hearing: October 10, 2023  
Action:  
Vote:

Yes:

No:

CITY OF PALMER, ALASKA

**Resolution No. 24-003**

**A Resolution of the Palmer City Council Adopting the 2024 Fine Schedule for the City of Palmer for the Fiscal Year Beginning January 1, 2024, and Ending December 31, 2024**

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 2024 and becomes a part of the current, adopted budget.

NOW, THEREFORE, BE IT RESOLVED by the Palmer City Council hereby, through the budget process, adopts the attached fine schedule for a period of one (1) year, that being from January 1, 2024, through December 31, 2024.

**Approved** by the Palmer City Council this 28th day of November, 2023.

\_\_\_\_\_  
Steve Carrington, Mayor

\_\_\_\_\_  
Shelly M. Acteson, CMC, City Clerk



# **City of Palmer**

## **2024 Fine Schedule**

**(Adopted by Resolution No. 24-003)**

## Contents

<b>Palmer Municipal Code (PMC) Title 1 General Provisions .....</b>	<b>4</b>
Chapter 1.08 General Penalty .....	4
<b>Palmer Municipal Code (PMC) Chapter 1.10 City Seal .....</b>	<b>5</b>
Chapter 1.10 City Seal .....	5
<b>Palmer Municipal Code (PMC) Title 5 Business Licenses.....</b>	<b>5</b>
Chapter 5.04 Business Licenses; Chapter 5.13 Door-to-Door Solicitors .....	5
<b>Palmer Municipal Code (PMC) Title 6 Animals .....</b>	<b>5</b>
Chapter 6.08 Animal Regulations.....	5
Chapter 6.12 Licensing .....	6
Chapter 6.14 Domestic Animal Bite and Attack Incidents.....	6
Chapter 6.24 Hindering officers prohibited.....	6
<b>Palmer Municipal Code (PMC) Title 8 Health &amp; Safety .....</b>	<b>6</b>
Chapter 8.09 Prohibiting Prohibiting the Distribution of Single-Use Plastic Shopping Bags.....	6
Chapter 8.10 Prohibiting Smoking in Places of Employment and Public Places.....	6
Chapter 8.11 Marijuana Use and Prohibitions.....	7
Chapter 8.12 Fluoridation.....	7
Chapter 8.16 Sewage Disposal.....	7
Chapter 8.20 Garbage Collection and Disposal.....	7
Chapter 8.36 Nuisances.....	7
Chapter 8.37 Junk Vehicles.....	8
Chapter 8.38 Nuisance – Junk, Litter and Unsightly Premises .....	8
Chapter 8.42 Fireworks.....	8
<b>Palmer Municipal Code (PMC) Title 9 Public Peace, Morals &amp; Welfare.....</b>	<b>8</b>
Chapter 9.02 Tampering with Public Notices .....	8
Chapter 9.04 Impersonating an Officer .....	8
Chapter 9.06 Interference with Public Justice .....	8
Chapter 9.12 Assault and Battery .....	8
Chapter 9.20 Alcoholic Beverages.....	9
Chapter 9.22 Gambling.....	9
Chapter 9.24 Indecent Exposure.....	9
Chapter 9.28 Obscenity .....	9
Chapter 9.30 Prostitution .....	9
Chapter 9.38 Disturbing Public Assemblies .....	10

Chapter 9.39 Excessive Police Responses.....	10
Chapter 9.40 Trespass - Posting of Property.....	10
Chapter 9.48 Petit Larceny.....	10
Chapter 9.50 Injury to Property .....	10
Chapter 9.56 Interference with Utilities.....	10
Chapter 9.58 Sale of Poison.....	11
Chapter 9.60 Sale of Unwholesome Food.....	11
Chapter 9.67 Curfew Hour for Minors .....	11
Chapter 9.74 Discharge of Firearms.....	11
<b>Palmer Municipal Code (PMC) Title 10 Vehicles &amp; Traffic *</b> .....	<b>11</b>
Chapter 10.04 Traffic Code.....	11
Chapter 10.08 Regulation of Off-Highway Vehicles .....	12
<b>Palmer Municipal Code (PMC) Title 12 Streets, Sidewalks &amp; Public Places.....</b>	<b>12</b>
Chapter 12.16 Skateboards, Rollerblades and Similar Devices .....	12
Chapter 12.24 Park and Recreational Facility Regulations.....	12
<b>Palmer Municipal Code (PMC) Title 14 Signs .....</b>	<b>12</b>
Chapter 14.08 Sign Regulations.....	12
<b>Palmer Municipal Code (PMC) Title 15 Buildings and Construction .....</b>	<b>12</b>
Chapters 15.00 through 15.70.....	12

**As provided by the Palmer Municipal Code, the following fine schedule applies to all offenses in the Palmer Municipal Code unless a different penalty is specified. Citations for these offenses may be disposed of as provided in AS 12.25.195-230, without a court appearance, upon payment of the amounts listed plus the state surcharge required by AS 12.55.039 and AS 29.25.074. If a person charged with one of these offenses appears in court and is found guilty, the penalty imposed for the offense may not exceed the amount listed for that offense in this schedule.**

<b>Palmer Municipal Code (PMC) Title 1 General Provisions</b>
<b>Chapter 1.08 General Penalty</b>
<b>Section 1.08.011 General Fine Penalties</b>
<p>If no other penalty is specifically or by adoption prescribed by a particular ordinance or in this document, the general penalty for violation of the ordinance is:</p> <ul style="list-style-type: none"> <li>• \$75 for the first offense.</li> <li>• \$150 for the second offense of the same ordinance within 365 days of the first offense.</li> <li>• \$300 for the third offense of the same ordinance within 365 days of the second offense.</li> </ul> <p>In accordance with AS 12.25.195 through 12.25.230, for a violation that cannot result in incarceration or the loss of a valuable license, a person may dispose of the citation without a court appearance by submitting to the clerk of court all of the following:</p> <ol style="list-style-type: none"> <li>1. Payment of the fine amount and the applicable surcharge listed in AS 12.55.039 and AS 29.25.074; and</li> <li>2. A copy of the citation signed by the person indicating the person's waiver of court appearance, entry of plea of no contest, and forfeiture of the fine.</li> </ol> <p>When the fine is forfeited, a judgment of conviction shall be entered. The fine and applicable surcharge paid is complete satisfaction for the offense.</p>
<b>Section 1.08.013 Other Remedies</b>
<ol style="list-style-type: none"> <li>A. The city may institute a civil action against a person, including a minor as provided in AS 29.25.072, who violates an ordinance.</li> <li>B. A person who violates a provision of this code may be subject to injunctive relief, compensatory relief, and a civil penalty not to exceed \$1,000 for each violation.</li> <li>C. An action to enjoin a violation may be brought notwithstanding the availability of any other remedy.</li> <li>D. On application for injunctive relief and a finding of a violation or threatened violation, the superior court shall grant the injunction.</li> <li>E. Each day that a violation of a provision of this code continues constitutes a separate violation.</li> <li>F. This section does not bar other civil remedies.</li> </ol>
<b>Section 1.08.020 Penalty Surcharge</b>
<ol style="list-style-type: none"> <li>A. In addition to any fine or other penalty prescribed by law, a person who pleads guilty or nolo contendere to, forfeits bail for, or is convicted of: <ol style="list-style-type: none"> <li>1. A violation of this code comparable to a misdemeanor offense under AS 28.33.030, 28.33.031, 28.35.030, or 28.35.032 and adopted under AS 28.01.010 shall be assessed the maximum surcharge pursuant to AS 12.55.039 and 29.25.074;</li> <li>2. A misdemeanor or other violation of this code if a sentence of incarceration may be imposed for the misdemeanor or ordinance violation, other than a provision identified in subsection</li> </ol> </li> </ol>



(A)(1) of this section, shall be assessed the maximum surcharge allowable to Alaska Statutes 12.55.039 and 29.25.074; and

3. A misdemeanor or a violation of this code if a sentence of incarceration may not be imposed for the misdemeanor or ordinance violation shall be assessed the maximum surcharge allowable pursuant to Alaska Statutes 12.55.039 and 29.25.074 if the fine or bail forfeiture amount for the offense is \$30.00 or more.

B. The surcharge shall be deposited into the general fund of the state in accordance with AS 29.25.072.

### Palmer Municipal Code (PMC) Chapter 1.10 City Seal

Chapter 1.10 City Seal			
Section Title:	Section Citation:	Fine:	Fine Citation:
Use of Seal without Permission Prohibited	1.10.020	\$ 300	1.10.020 B

### Palmer Municipal Code (PMC) Title 5 Business Licenses

Chapter 5.04 Business Licenses; Chapter 5.13 Door-to-Door Solicitors			
Section Title:	Section Citation:	Fine:	Fine Citation:
License Failure-Unlawful Acts	5.04.110	Applicable to all of PMC Chapter 5.13:	5.04.110
License Fee and Failure to Apply	5.13.040		5.13.040
Carrying of License Required	5.13.100		5.13.100
Prohibitions	5.13.110		5.13.110
		First offense: \$ 75	
		Second offense: \$ 150	
		Third offense: \$ 300	

### Palmer Municipal Code (PMC) Title 6 Animals

Chapter 6.08 Animal Regulations			
Section Title:	Section Citation:	Fine:	Fine Citation:
Cruelty to Animals	6.08.010	Applicable to all of PMC Chapter 6.08:	6.28.010
Animal Restrictions	6.08.020		6.28.010
Depositing Poison	6.08.030		6.28.010
Diseased Animals	6.08.040	First offense: \$ 75	6.28.010
Animal Noise	6.08.050	Second offense: \$ 150	6.28.010
Animal Odor	6.08.060	Third offense: \$ 300	6.28.010
Animals at Large	6.08.065		6.28.010
Animal Annoyance	6.08.067		6.28.010
Unattended Secure Animal	6.08.070		6.28.010
Disposal of Dead Animal	6.08.080		6.28.010
Confinement Requirements	6.08.090		6.28.010
Carrying Dogs Outside of Vehicle	6.08.100		6.28.010

<b>Chapter 6.12 Licensing</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Registration – Dogs and cats	6.12.005	Applicable to all of PMC Chapter 6.12:	6.28.010
Application	6.12.010		6.28.010
Immunization	6.12.012		6.28.010
License Transfer	6.12.018	First offense: \$ 25	6.28.010
Fees	6.12.020	Second offense: \$ 50	6.28.010
Tag and Collar	6.12.030	Third offense: \$ 75	6.28.010
<b>Chapter 6.14 Domestic Animal Bite and Attack Incidents</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Owner Compliance	6.14.060	First offense: \$ 100	6.28.010
		Second offense: \$ 200	
		Third offense: \$ 300	
<b>Chapter 6.24 Hindering officers prohibited</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Hindering Officer Prohibited	6.24.010	First offense: \$ 75	6.28.010
		Second offense: \$ 150	
		Third offense: \$ 300	

<b>Palmer Municipal Code (PMC) Title 8 Health &amp; Safety</b>			
<b>Chapter 8.09 Prohibiting the Distribution of Single-Use Disposable Plastic Shopping Bags</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Single-Use Disposable Plastic Shopping Bags Prohibited	8.09.030	First Offense: Warning Second Offense: \$ 100 Third Offense: \$ 300	8.09.050
<b>Chapter 8.10 Prohibiting Smoking in Places of Employment and Public Places</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Smoking Prohibited	8.10.020	Applicable to all of PMC Chapter 8.10:	8.10.070
Reasonable Distance	8.10.030		8.10.070
Areas Where Smoking Not Prohibited	8.10.040		8.10.070
Sign Posting and Other Requirements	8.10.050	First offense: \$ 100 Plus required surcharges	8.10.070
No Retaliation nor Waiver of Rights	8.10.060	Second offense: \$ 150 Plus required surcharges, for a second violation with 24 month period	8.10.070
Violations and Penalties	8.10.070	Third offense: \$ 300 Plus required surcharges, for a third or additional violation within a 24 month period Civil penalties may not exceed \$300 per violation	8.10.070

Enforcement	8.10.080		8.10.070
Other Applicable Laws	8.10.090		8.10.070
<b>Chapter 8.11 Marijuana Use and Prohibitions</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Consuming in a public place	8.11.030	\$ 100	8.11.030
Marijuana oil, flammable extraction	8.11.050	\$ 100	8.11.050
<b>Chapter 8.12 Fluoridation</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Public Water System	8.12.010	\$ 300	1.08.011
<b>Chapter 8.16 Sewage Disposal</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Waste Disposal Systems Required	8.16.010	\$ 300	1.08.011
<b>Chapter 8.20 Garbage Collection and Disposal</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Garbage Disposal System Use Required	8.20.010	Applicable to all of PMC Chapter 8.20:	8.20.130
Adequate Receptacles Required, Time Limit	8.20.050		8.20.130
Depositing Restrictions	8.20.060	First offense: \$ 150	8.20.130
Unauthorized Dumpster and Container Usage	8.20.070	Second offense: \$ 300 Third offense: \$ 600	8.20.130
Clean Premises Required	8.20.080		8.20.130
Unauthorized Dumping Prohibited	8.20.090		8.20.130
Occupant Duties – Containers	8.20.100		8.20.130
Vehicles	8.20.110		8.20.130
Refuse Accumulation Prohibited	8.20.120		8.20.130
<b>Chapter 8.36 Nuisances</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Designated – Prohibited	8.36.010	Applicable to all of PMC Chapter 8.36:	8.36.130
Specific Acts Designated	8.36.020		8.36.130
Acts Requiring Permit	8.36.025	First offense: \$ 250	8.36.130
Snow and Ice Removal	8.36.050	Second offense: \$ 450	8.36.130
Dumping Debris/Blocking Ditch	8.36.060		8.36.130
Pump Locations	8.36.080		8.36.130

<b>Chapter 8.37 Junk Vehicles</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Junk Vehicles Unlawful	8.37.020	First offense: \$ 75	8.37.090
		Second offense: \$ 150	
		Third offense: \$ 300	
<b>Chapter 8.38 Nuisance – Junk, Litter and Unsightly Premises</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Final Notice to Abate Violation	8.38.060	Actual Recovery Cost to the City	1.08.011 or 1.08.013
Remedies	8.38.075	Actual Recover Cost to the City	1.08.011 or 1.08.013
<b>Chapter 8.42 Fireworks</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Sales Prohibited	8.42.020	Applicable to all of PMC Chapter 8.42:	8.42.070
Authorized Uses	8.42.040		8.42.070
Permit Required	8.42.050		8.42.070
Permissible Uses	8.42.060	First offense: \$ 75	8.40.040
		Second offense: \$ 150	
		Third offense: \$ 300	

<b>Palmer Municipal Code (PMC) Title 9 Public Peace, Morals &amp; Welfare</b>			
<b>Chapter 9.02 Tampering with Public Notices</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Prohibited When	9.02.010	First offense: \$ 75	9.02.020
		Second offense: \$ 150	
		Third offense: \$ 300	
<b>Chapter 9.04 Impersonating an Officer</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Prohibited When	9.04.010	First offense: \$ 100	9.04.020
		Second offense: \$ 200	
		Third offense: \$ 300	
<b>Chapter 9.06 Interference with Public Justice</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Interfering with Officer Prohibited	9.06.010	First offense: \$ 75	9.06.020
		Second offense: \$ 150	
		Third offense: \$ 300	
<b>Chapter 9.12 Assault and Battery</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>

Prohibited When – Definitions	9.12.010	First offense:	\$ 75	9.12.020
		Second offense:	\$ 150	
		Third offense:	\$ 300	
Chapter 9.20 Alcoholic Beverages				
Section Title:	Section Citation:	Fine:		Fine Citation:
Licensed Premises Closing Hours	9.20.010	Applicable to all of PMC Chapter 9.20:		9.20.050
Prohibited Acts Designated	9.20.020			9.20.050
Personal Liability	9.20.030			9.20.050
Election Day Sales Permitted	9.20.040	First offense:	\$ 75	9.20.050
		Second offense:	\$ 150	
		Third offense:	\$ 300	
Chapter 9.22 Gambling				
Section Title:	Section Citation:	Fine:		Fine Citation:
Prohibited When	9.22.010	First offense:	\$ 75	9.22.020
		Second offense:	\$ 150	
		Third offense:	\$ 300	
Chapter 9.24 Indecent Exposure				
Section Title:	Section Citation:	Fine:		Fine Citation:
Prohibited When	9.22.010	First offense:	\$ 75	9.22.020
		Second offense:	\$ 150	
		Third offense:	\$ 300	
Chapter 9.28 Obscenity				
Section Title:	Section Citation:	Fine:		Fine Citation:
Obscene Language Prohibited	9.28.010	Applicable to all of PMC Chapter 9.28:		9.28.050
Selling Obscene Materials Prohibited	9.28.020			9.28.050
Obscene Exhibitions Prohibited	9.28.030			9.28.050
Obscene Public Writing and Drawing Prohibited	9.28.040	First offense:	\$ 75	9.28.050
		Second offense:	\$ 150	
		Third offense:	\$ 300	
Chapter 9.30 Prostitution				
Section Title:	Section Citation:	Fine:		Fine Citation:
Prohibited – Procuring Prohibited	9.30.020	Applicable to all of PMC Chapter 9.30:		9.30.090
House of Ill Fame	9.30.030			9.30.090
Aiding in Prostitution Prohibited	9.30.040			9.30.090
Receiving Money from Prostitute Prohibited	9.30.50	First offense:	\$ 75	9.30.090
		Second offense:	\$ 150	
Remaining in House of Prostitution Prohibited	9.30.060	Third offense:	\$ 300	9.30.090
Loitering for Prostitution Purposes Prohibited	9.30.070			9.30.090
Reputation Testimony Permitted	9.30.080			9.30.090

Chapter 9.38 Disturbing Public Assemblies			
Section Title:	Section Citation:	Fine:	Fine Citation:
Prohibited Acts Designated	9.38.010	First offense: \$ 75	9.38.020
		Second offense: \$ 150	
		Third offense: \$ 300	
Chapter 9.39 Excessive Police Responses			
Section Title:	Section Citation:	Fine:	Fine Citation:
Excessive Police Responses	9.39.010	First offense: \$ 75	9.39.040
		Second offense: \$ 150	
		Third offense: \$ 300	
Chapter 9.40 Trespass – Posting of Property			
Section Title:	Section Citation:	Fine:	Fine Citation:
Trespass – Posting of Property	9.40.010	First offense: \$ 75	9.40.020
		Second offense: \$ 150	
		Third offense: \$ 300	
Chapter 9.48 Petit Larceny			
Section Title:	Section Citation:	Fine:	Fine Citation:
Prohibited When	9.48.010	First offense: \$ 75	9.48.020
		Second offense: \$ 150	
		Third offense: \$ 300	
Chapter 9.50 Injury to Property			
Section Title:	Section Citation:	Fine:	Fine Citation:
Defacing Property– Injuring Animals	9.50.010	Applicable to all of PMC Chapter 9.50:	9.50.040
Injuring Plants or Fences	9.50.020		9.50.040
Injuring Monuments and Markers	9.50.030		9.50.40
		First offense: \$ 75	
		Second offense: \$ 150	
		Third offense: \$ 300	
Chapter 9.56 Interference with Utilities			
Section Title:	Section Citation:	Fine:	Fine Citation:
Pollution of Drinking Water	9.56.010	Applicable to all of PMC Chapter 9.56:	9.56.030
Damage to Water or Utility System	9.56.020		9.56.030
		First offense:	\$800
		Second offense:	\$900
		Third offense:	\$1,000
Unauthorized Use of Fire Hydrant	9.56.020	All Offenses:	\$1,000

<b>Chapter 9.58 Sale of Poison</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Selling Poison Without Label	9.58.10	First offense: \$ 75	9.58.020
		Second offense: \$ 150	
		Third offense: \$ 300	
<b>Chapter 9.60 Sale of Unwholesome Food</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Prohibited When	9.60.010	First offense: \$ 75	9.60.020
		Second offense: \$ 150	
		Third offense: \$ 300	
<b>Chapter 9.67 Curfew Hour for Minors</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Curfew Violations	9.67.020	Applicable to all of PMC Chapter 9.56:	9.67.050
Exceptions	9.67.030		9.67.050
		First offense: \$ 75	
		Second offense: \$ 150	
		Third offense: \$ 300	
<b>Chapter 9.74 Discharge of Firearms</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Prohibited When – Exceptions	9.74.010	First offense: \$ 75	9.74.020
		Second offense: \$ 150	
		Third offense: \$ 300	

<b>Palmer Municipal Code (PMC) Title 10 Vehicles &amp; Traffic *</b>			
<b>Chapter 10.04 Traffic Code</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Parking Prohibitions During Snow Accumulation and/or Drifting Snow Conditions	10.04.050	Applicable to all of PMC Chapter 10.04	10.04.050
Towing	10.04.055		10.04.055
No-Parking Areas – Identification	10.04.060 (B)	First offense: \$ 150	10.04.060
Parking Prohibited for Longer than 24 Hours	10.04.080	Second offense: \$ 300	10.04.080
		Third offense: \$ 500	
Prohibiting Parking that Obstructs Traffic	10.04.090		10.04.090

Prohibiting Parking in Construction Zones	10.04.100		10.04.100
<b>Chapter 10.08 Regulation of Off-Highway Vehicles</b>			
<b>Section Title:</b>	<b>Section Citation:</b>	<b>Fine:</b>	<b>Fine Citation:</b>
Operation Requirements	10.08.020	Applicable to all of PMC Chapter 10.08:	10.08.100
Equipment	10.08.030		10.08.100
Speed and Time Restrictions	10.08.040		10.08.100
Driver's License Required	10.08.050	First offense: \$ 75	10.08.100
Towing	10.08.060	Second offense: \$ 150	10.08.100
Parent, Guardian or Other Person Responsible	10.08.070	Third offense: \$ 300	10.08.100

\*

1. The fine amounts are doubled for motor vehicle or traffic offenses committed in a highway work zone or traffic safety corridor, as those terms are defined in AS 28.90.990 and 13 AAC 40.010 (b).
2. An offense may not be disposed of, without court appearance, if the offense is in connection with a motor vehicle accident that results in the death of a person.

Palmer Municipal Code (PMC) Title 12 Streets, Sidewalks & Public Places			
Chapter 12.16 Skateboards, Rollerblades and Similar Devices			
Section Title:	Section Citation:	Fine:	Fine Citation:
Skateboards, Prohibition and Regulation	12.16.010	First offense: \$ 75	12.16.020
		Second offense: \$ 150	
		Third offense: \$ 300	
Chapter 12.24 Park and Recreational Facility Regulations			
Section Title:	Section Citation:	Fine:	Fine Citation:
General Rules	12.24.025	First offense: \$ 75	12.24.050
		Second offense: \$ 150	
		Third offense: \$ 300	

<b>Palmer Municipal Code (PMC) Title 14 Signs</b>			
<b>Chapter 14.08 Sign Regulations</b>			
<b>Section 14.08.0240 Remedies and Civil Penalties</b> (applicable to entire chapter):			
The city or an aggrieved person may institute a civil action against a person who violates a provision of this title or a term, condition or limitation imposed pursuant to this title. In addition to other relief, a civil penalty not to exceed \$300.00 may be imposed for each violation. Each day that a violation or an unlawful act or condition continues constitutes a separate violation. An action to enjoin a violation may be brought notwithstanding the availability of any other remedy. Upon application for injunctive relief and a finding of a violation or threatened violation, the superior court shall grant the injunction.			

<b>Palmer Municipal Code (PMC) Title 15 Buildings and Construction</b>			
<b>Chapters 15.00 through 15.70</b>			
		First offense: \$ 75	15.60.020



All chapters within Title 15 are subject to the following fines:		Second offense:     \$     150	10.08.100
		Third offense:     \$     300	10.08.100

Introduced by: City Manager Moosey  
Date: October 10, 2023  
Public Hearing: October 10, 2023  
Action:  
Vote:

Yes:

No:

CITY OF PALMER, ALASKA

**Resolution No. 24-004**

**A Resolution of the Palmer City Council Adopting the Five-Year Capital Improvement Program for the Fiscal Year Beginning January 1, 2024, and Ending December 31, 2024**

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 pf the annual budget".

NOW, THEREFORE, BE IT RESOLVED by the Palmer City Council hereby, through the budget process, adopts the attached five-year capital improvement program for a period of one (1) year, being from January 1, 2024, through December 31, 2024.

**Approved** by the Palmer City Council this 28th day of November, 2023.

\_\_\_\_\_  
Steve Carrington, Mayor

\_\_\_\_\_  
Shelly M. Acteson, CMC, City Clerk

Legislative Priority	Project	Funding Sources	Year of Initiation/ Execution	Cost Estimate	2023 total	2023 Remaining	2024 Addition	2024 Total	2025 Addition	2026 Addition	2027 Addition	2028 Addition
		Prior Years Ongoing										
N	MTA Equipment Arena	COP	Annually		\$ 211,494	\$ 25,613	\$ 90,000	\$ 115,613	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
N	Water Reservoir Repair	COP-W/S	2017	\$ 183,265	\$ 44,034	\$ 44,034	\$ -	\$ 44,034				
N	ADA Sidewalk Match	COP/Grant	2017	\$ 250,000	\$ 70,029	\$ 70,029	\$ -	\$ 70,029				
N	Paving Upgrades/ Street Maintenance	COP	As needed	\$ 500,000	\$ 623,778	\$ 609,233	\$ -	\$ 609,233				
N	Public Video	COP	2018	\$ 75,000	\$ 30,423	\$ 30,423	\$ -	\$ 30,423				
N	W/S Lift station and well pumps	COP-W/S	Annually	\$ 155,000	\$ 155,000	\$ 140,000	\$ 90,000	\$ 230,000	\$ 80,000	\$ 70,000	\$ 70,000	
N	Water/Sewer Truck	COP-W/S	2023	\$ 55,000	\$ 10,655	\$ 10,655	\$ -	\$ 10,655		\$ 75,000		\$ 75,000
N	Police Vehicle Annual Replacement	COP	Annually	\$ 65,000	\$ 214,249	\$ -	\$ 231,000	\$ 231,000	\$ 231,000	\$ 231,000	\$ 255,000	\$ 255,000
N	Park Improvements	COP	As needed		\$ 99,104	\$ 99,104	\$ -	\$ 99,104				
N	Public Building Maintenance	COP	As needed	\$ 500,000	\$ 88,965	\$ 49,960	\$ -	\$ 49,960				
N	Airport Safety - Avigation Easement Phase I	COP	2019	\$ 450,000	\$ 16,600	\$ 2,260	\$ -	\$ 2,260				
N	Golf Course-Golf Carts	COP	Annually	\$ 140,000	\$ 140,000	\$ 140,000	\$ -	\$ 140,000	\$ -	\$ 100,000	\$ -	\$ 75,000
N	Golf Course Infrastructure	COP	Annually	\$ 20,000	\$ 15,000	\$ -	\$ 50,000	\$ 50,000	\$ 40,000	\$ -	\$ 135,000	\$ -
N	Depot updates-piping	COP	2019	\$ 15,000	\$ 3,262	\$ 3,262	\$ -	\$ 3,262	Prior Year Funded (Carry over) \$11,131,774 2024 Recommended additional funding \$1,681,475			
N	Traffic Safety Planning	COP	2020	\$ 135,000	\$ 105,891	\$ 105,891	\$ -	\$ 105,891				
N	Airport Safety - Avigation Easement Phase II	FAA/COP	2021	\$ 395,482	\$ 310,996	\$ 265,105	\$ -	\$ 265,105				
N	Taxiway November Design Project	FAA/COP	2021	\$ 446,093	\$ 296,320	\$ 32,326	\$ -	\$ 32,326				
N	Fire Support Vehicle	COP	2023	\$ 80,000	\$ 80,000	\$ 43,173	\$ -	\$ 43,173				
N	Fire Command Vehicle & Equipment	COP	2023	\$ 80,000	\$ 80,000	\$ 43,173	\$ -	\$ 43,173				
N	PW Vehicles	COP	2023	\$ 74,000	\$ 74,000	\$ 74,000	\$ -	\$ 74,000			\$ 85,000	
N	Library Sidewalk	COP	2023	\$ 190,000	\$ 190,000	\$ 190,000	\$ -	\$ 190,000				
N	Annual Road Paving	COP	2022	\$ 400,000	\$ 400,000	\$ 93,316	\$ 600,000	\$ 693,316	\$ 600,000	\$ 600,000	\$ 200,000	\$ 200,000
N	Construct Taxiway November, Phase 1	FAA	2023	\$ 6,846,666	\$ 6,846,666	\$ 5,672,475	\$ -	\$ 5,672,475				
N	Apron E Construction	FAA/COP	2023	\$ 2,383,041	\$ 2,383,041	\$ 1,934,542	\$ -	\$ 1,934,542				
N	Engine Bolt Heaters on Apron E	COP	2023	\$ 88,000	\$ 88,000	\$ 88,000	\$ -	\$ 88,000				
			2023									
N	City Hall Carpet Replacement & Interior Paint	COP	2023	\$ 115,000	\$ 115,000	\$ 115,000	\$ -	\$ 115,000				
N	City Hall Phone System Update/Replacement	COP	2023	\$ 35,000	\$ 66,573	\$ -	\$ -	\$ -				
N	MTA Flooring Replacement - Locker Rooms	COP	2023	\$ 15,000	\$ 15,000	\$ -	\$ 15,000	\$ 15,000				
N	Parks & Facility Storage Shed/Maintenance	COP	2023	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ 150,000				
N	Depot Building Back Deck Replacement	COP	2023	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -				

Legislative Priority	Project	Funding Sources	Year of Initiation/ Execution	Cost Estimate	2023 total	2023 Remaining	2024 Addition	2024 Total	2025 Addition	2026 Addition	2027 Addition	2028 Addition
N	Library Parking Lot	COP	2023	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	\$ 25,000				\$ 100,000
N	Police Evidence Room (Carpet & Flooring)	COP	2023	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -				
N	Fire Engine	COP	2023	\$ 950,000	\$ 950,000	\$ 950,000	\$ -	\$ 950,000				
N	Install Drainage Parking Lot Training Ctr/Com Dev	COP	2023	\$ 80,000	\$ 80,000	\$ 75,200	\$ 40,000	\$ 115,200				
N	Purchase Fire Hose	COP	2023	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -				
N	City Wide Curb painting	COP	2023	On Going	\$ 46,000	\$ -	\$ 48,000	\$ 48,000	\$ -	\$ 51,000	\$ 51,000	\$ -
N	Water Correlator	W/S	2023	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ 50,000				
			2024									
N	Replace Brush Truck	COP	2024	\$ 200,000			\$ 200,000	\$ 200,000				
N	Fire Support vehicle 3-4 (Pick-up)	COP	2024	\$ 80,000			\$ 80,000	\$ 80,000				
N	Fix Drains at Station 3-1	COP	2024	\$ 150,000			\$ 150,000	\$ 150,000				
N	Com Dev Vehicles	COP	2024				\$ 30,000	\$ 30,000		\$ 50,000		\$ 65,000
N	Storm Drain Design	COP	2024	\$ 500,000			\$ 500,000	\$ 500,000				
N	Construct PW Sand Storage Building	COP	2024	\$ 91,000			\$ 91,000	\$ 91,000				
N	Paint Public Safety Buildings Inside & Out	COP	2024	\$ 50,000			\$ 50,000	\$ 50,000				
N	Carpet Replacement PD	COP	2024	\$ 40,000			\$ 40,000	\$ 40,000				
N	PD Feaseability Study	COP	2024	\$ 50,000			\$ 50,000	\$ 50,000				
N	Police Station	COP	2024	\$ 50,000			\$ 50,000	\$ 50,000				
N	City Hall Copier	COP	2024	\$ 20,000			\$ 20,000	\$ 20,000				
N	Water System Upgrades	W/S	2024	\$ 24,000			\$ 25,000	\$ 25,000	\$ 160,000			
			2025									
N	Public Safety Bldg Updates	COP/Grant	2025	\$ 185,000						\$ 185,000	\$ 260,000	
N	Purchase New Patrol Rifles	COP	2025						\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
N	Remodel Station 3-1	COP/Grant	2025	\$ 1,000,000					\$ 1,000,000			
N	Pave Vehicle Area Fire Training Ctr/Com Dev	COP	2025	\$ 120,000					\$ 120,000			
N	Replace Support 3-1	COP	2025	\$ 100,000					\$ 100,000			
N	Purchase Air Packs	COP	2025	\$ 80,000					\$ 80,000			
N	PW Boiler Truck	COP	2025	\$ 190,000					\$ 190,000			
N	Railroad ROW Improvements	COP	2025	\$ 500,000					\$ 200,000	\$ 200,000	\$ 100,000	\$ -
N	Community Development Bldging Landing & Stairs	COP	2025	\$ 30,000					\$ 30,000			
N	Depot Updates- Windows	COP	2024	\$ 60,000					\$ 60,000			
N	Parks Improvements Bleachers, Pavilion for Curtis Arcala	COP/Grants	2025	On Going					\$ 50,000	\$ 100,000	\$ 60,000	\$ 60,000

Legislative Priority	Project	Funding Sources	Year of Initiation/ Execution	Cost Estimate	2023 total	2023 Remaining	2024 Addition	2024 Total	2025 Addition	2026 Addition	2027 Addition	2028 Addition
N	Acquire Avigation Easement, Construct Mitigation & Relocate RW16 Threshold	FAA/COP	2025	\$ 2,218,900						\$ 2,218,900		
			2026									
N	Update Fire classroom building	COP	2026	\$ 150,000						\$ 150,000		
N	Training Center EOC Addition									\$ 1,000,000		
N	Replace Rescue 3-1	COP	2026	\$ 500,000							\$ 500,000	
N	Airport Sand Storage/AARF Truck	COP	2026	\$ 750,000						\$ 750,000		
			2027									
N	City Hall Exterior Painting	COP	2027	\$ 100,000							\$ 100,000	
N	PW Bucket Truck	COP	2027	\$ 230,000						\$ 300,000		
N	Purchase Turnouts	COP	2028	\$ 120,000								\$ 120,000
N	Aviation Campground	FAA/COP	Undetermined	\$ 1,001,100								
N	Acquire Buffer Lands	FAA/COP	Undetermined	\$ 3,033,500								
N	Emergency Generator City Hall	Grant	Undetermined	\$ 400,000								
N	Generator for Fire St36 (training center)	COP	Undetermined	\$ 50,000								
N	Roof over Fire conexes	COP	Undetermined	\$ 55,000								
N	Design Museum phase 2	COP	Undetermined	\$ 250,000								
Y	Historic Palmer Water Tower Purchase		Undetermined	\$ 100,000								
Y	Park Project Walk to the Fair		Undetermined	\$ 300,000								
Totals	Totals			\$ 28,134,729	\$ 14,260,080	\$ 11,131,774	\$ 2,400,000	\$ 13,531,774	\$ 3,023,500	\$ 6,163,400	\$ 1,898,500	\$ 1,032,500

2024 Funding Breakdown		\$ 2,400,000	additional
General Fund	\$ 2,285,000	\$603,525 from annual contribution	\$1,681,475 from General Fund unassigned balance
Airport Fund	\$ -	Enterprise Fund	
Solid Waste Fund	\$ -	Enterprise Fund	
W/S	\$ 115,000	Enterprise Fund	

Legislative Priority	Project	Funding Sources	Year of Initiation/ Execution	Cost Estimate	2023 total	2023 Remaining	2024 Addition	2024 Total	2025 Addition	2026 Addition	2027 Addition	2028 Addition
-------------------------	---------	-----------------	-------------------------------------	---------------	------------	----------------	---------------	------------	---------------	---------------	---------------	---------------

2025 Funding Breakdown		\$ 3,073,500	additional
General Fund	\$ 2,913,420	\$640,000 from annual contribution	\$2,273,420 from General Fund unassigned balance
W/S	\$ 160,080	from enterprise funds	
Airport Fund	\$ -	Enterprise Fund	

2026 Funding Breakdown		\$ 6,163,400	additional
General Fund	\$ 3,049,500	\$500,000 from annual contribution	\$2,549,500 from General Fund unassigned balance
W/S	\$ 145,000	from enterprise funds	
Airport Fund	\$ 2,968,900	Enterprise Fund	

2027 Funding Breakdown		\$ 1,898,500	additional
General Fund	\$ 1,828,500	\$450,000 from annual contribution	\$1,378,500 from General Fund unassigned balance
W/S	\$ 70,000	from enterprise funds	
Airport Fund	\$ -	Enterprise Fund	

2028 Funding Breakdown		\$ 1,032,500	additional
General Fund	\$ 957,500	\$400,000 from annual contribution	\$557,500 from General Fund unassigned balance
W/S	\$ 75,000	from enterprise funds	
Airport Fund	\$ -	Enterprise Fund	

Introduced by: City Manager Moosey  
Date: October 10, 2023  
Public Hearing: October 10, 2023  
Action:  
Vote:

Yes:

No:

CITY OF PALMER, ALASKA

**Resolution No. 24-005**

**A Resolution of the Palmer City Council Adopting a Budget for the City of Palmer, Alaska for the Fiscal Year Beginning January 1, 2024, and Ending December 31, 2024, 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 2024 Budget was held on Tuesday, October 10, 2023, Tuesday, October 17, 2023, and continued on Tuesday, November 28, 2023; and

WHEREAS, the Palmer City Council has reviewed the budget presented by the City Manager for the 2024 fiscal year.

NOW, THEREFORE, BE IT RESOLVED by the Palmer City Council:

Section 1. That the budget presented to the Council by the City Manager for the fiscal year 2024 has been reviewed by the City Council.

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

Revenues	
General Fund (01)	\$ 15,253,189
Enterprise Funds	
Water/Sewer (02)	\$ 3,953,000
Airport (03)	\$ 512,987
Solid Waste (05)	\$ 867,000
Golf Course (15)	\$ 673,500
Capital	
General CIP Projects (08)	\$ -
General CIP Equipment (09)	\$ -
Road Fund (10)	\$ -
Water & Sewer Projects (24)	\$ 115,000
Airport CIP Projects (30)	\$ -
Special Revenue Funds	
Police Grants (52)	\$ 264,256
Narcotics Grant (53)	\$ 141,303
<b>Total Revenues</b>	<b>\$ 21,780,235</b>

	Expenditures
General Fund (01)	\$ 14,895,681
Enterprise Funds	
Water/Sewer (02)	\$ 3,101,710
Airport (03)	\$ 506,078
Solid Waste (05)	\$ 846,634
Golf Course (15)	\$ 645,491
Capital Improvements	
General CIP Projects (08)	\$ -
General CIP Equipment (09)	\$ -
Road Fund (10)	\$ -
Water & Sewer Projects (24)	\$ 115,000
Airport CIP Projects (30)	\$ -
Special Revenue Funds	
Police Grants (52)	\$ 264,256
Narcotics Grant (53)	\$ 141,303
<b>Total Expenditures/Expenses</b>	<b>\$ 20,516,153</b>

Section 3. That the rate of the tax levy for the City of Palmer, Alaska for the fiscal year 2024 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 2024 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 2024 operating budget is adopted for a period of one (1) year, that being from January 1, 2024, through December 31, 2024.

**Approved** by the Palmer City Council this 28th day of November, 2023.

\_\_\_\_\_  
Steve Carrington, Mayor

\_\_\_\_\_  
Shelly M. Acteson, CMC, City Clerk



**City of Palmer**  
**Action Memorandum No. 23-061**

**Subject:** Authorize the City Manager to Renew the Banking Services Contract for Additional Year with First National Bank Alaska

**Agenda of:** October 10, 2023

**Council Action:**    ☐ **Approved**                      ☐ **Amended:** \_\_\_\_\_  
                                 ☐ **Defeated**

**Originator Information:**

**Originator:**    Gina Davis, Finance Director

**Department Review:**

<b>Route to:</b>	<b>Department Director:</b>	<b>Signature:</b>	<b>Date:</b>
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

**Certification of Funds:**

Total amount of funds listed in this legislation:    \$ **Variable depending on fee and balance**

This legislation (✓):

<input type="checkbox"/>	Creates revenue in the amount of:	\$ _____
<input checked="" type="checkbox"/>	Creates expenditure in the amount of:	\$ <u>Variable</u>
<input type="checkbox"/>	Creates a saving in the amount of:	\$ _____
<input type="checkbox"/>	Has no fiscal impact	

Funds are (✓):

<input checked="" type="checkbox"/>	Budgeted	Line item(s): <u>01-01-10-6029 Services</u>
<input type="checkbox"/>	Not budgeted	_____

Director of Finance Signature: 

**Approved for Presentation By:**

	<b>Signature:</b>	<b>Remarks:</b>
City Manager	_____	_____
City Attorney	_____	_____
City Clerk	_____	_____

**Attachment(s):**

1. None

**Summary Statement/Background:**

The City of Palmer's banking services contract with First National Bank Alaska terminates on October 31, 2023.

In August of 2020 the City of Palmer made a request for proposals for banking services. The City received two responses to the proposals and First National Bank of Alaska was chosen due to the cost of the monthly banking services provided based on the compensating balance.

The contract was for three years, with an option to renew for two additional one-year terms. This is the first renewal of the two additional one-year terms.

**Administration's Recommendation:**

Approve Action Memorandum No. 23-061.