

CITY OF PALMER
PROPOSED BUDGET
FOR
CALENDAR YEAR JANUARY 1, 2025 - DECEMBER 31, 2025

AS SUBMITTED BY:

Gina Davis
Finance Director

TO THE PALMER CITY COUNCIL

Steve Carrington, Mayor
John Alcantra
Carolina Anzilotti
Richard Best
Jim Cooper
Victoria Hudson
Joshua Tudor

Prepared By
Gina Davis, Finance Director
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MEMORANDUM

TO: The Honorable Mayor and Members of the Palmer City Council
FROM: Gina Davis, Finance Director
DATE: October 15, 2024
RE: FY 2025 Proposed Operating and Capital Improvements Budget

I submit for your consideration, discussion, amending, and approval, the proposed City of Palmer Operating Budget and Five-Year Capital Improvements Plan for the fiscal year beginning January 1, 2025.

Alaska has seen a steady slowing in the Consumer Price Index from the highs of 2021 4.9% and 2022 8.1% to 2023 1.5% and through first half of 2024 2.5%. The cost of insurance, both health and general liability, has seen significant increases in Alaska and Palmer has not been shielded from these increases. Considering this, Palmer remains fairly stable economically and this trend continues with revenue projected to increase due to conservative budgeting in 2024 versus actual revenues from 2023. The 2025 proposed budget is showing no new additional revenues.

The approach to the FY2025 proposed budget is to maintain City services at present levels and to start setting aside funds for the City's Library Project. The projected cost to the general fund to bond between \$2.5 million and \$10 million dollars for the construction of the library is annual payments of \$189,750 to \$759,000 on a 20-year bond. The rising costs of general fund expenditures and minimal increase to revenues without any additional new revenues to the general fund will tighten the ability for the city to maintain future service levels and capital improvements. Future budget discussions should include revenue and expenditure projections for outlying years as well as a strategic plan for the City of Palmer's future.

The operating expenditures of the City have decreased from last year. This proposed budget as presented has expenditures at \$15,040,810, which is down \$93,894 from the adopted 2024 budget (minus capital funding).

Sales tax revenue is estimated at \$11,150,000 for FY2025. This is \$700,000 more than FY2024 adopted sales tax budget. Real and personal property tax revenue is set for \$1,800,000, which is \$200,000 more than the FY2024 adopted budget amount.

GENERAL FUND REVENUE

2025 General Fund revenue shows an increase of \$1,399,119 from \$15,253,189 in the 2024 adopted budget to \$16,652,308 in the 2025 proposed budget.

GENERAL FUND EXPENDITURES

2025 General Fund expenditures show a decrease of \$93,894 from \$15,134,704 in the 2024 adopted budget to \$15,040,810 in the 2025 proposed budget (not including capital funding).

General Fund Surplus

The total General Fund budget as proposed is balanced with a surplus of \$1,377,474.

Capital Project Plan

City code requires an annual transfer of ten percent of the unappropriated General Fund reserves to capital projects. The amount of that transfer in 2025 should be a minimum of \$663,355. In the current proposed general fund budget only \$225,000 of capital improvements are being transferred. At a minimum an additional \$438,355 is required to meet the minimum capital transfer for 2025.

General Fund Unassigned Fund Balance and Surplus

The Government Finance Officer Association best practices recommends that \$2,546,315 (16.67% of \$15,274,834 projected 2025 General Fund expenditures) be the minimum forecast for the unassigned fund balance. For the FY2025 proposed budget, the forecast is \$8,011,029 (or 52.44%), which is well above the GFOA recommendation. This balance is slightly more than six months of payroll, routine average accounts payable and anticipated contractor (reimbursable) payments and emergencies.

I would like to thank the department directors and other employees who contributed to the effort to produce the 2025 proposed budget. Special thanks go to the Finance team for their diligent work on assembling this project. We welcome discussions with the City Council as we move through the budget process.

####

Department Highlights:

City Manager

(\$924,769 from \$902,888 ~ up \$21,881)

The City Manager's department budget increase is primarily due to benefits, legal fees, property & casualty insurance, and computer services.

Finance

(\$1,176,429 from \$1,134,876 ~ up \$41,553)

The Finance budget increase is primarily due to salaries and benefits, property & casualty insurance, and computer services for moving to Tyler Cloud services.

Community Development

(\$853,370 from \$829,577 ~ up \$23,793)

The Community Development budget increase is primarily due to salaries and benefits and property & casualty insurance.

City Hall Complex

(\$94,785 from \$94,384 ~ up \$401)

The City Hall Complex budget is slightly up from 2024 due to property & casualty insurance.

Tourist Center

(\$224,237 from \$216,902 ~ up \$7,335)

The Tourist Center budget increase is primarily due to a possible increase in the Museum contract and also an increase due to property & casualty insurance.

Community Center/Depot

(\$56,114 from \$54,982 ~ up \$1,132)

The Depot budget increase is primarily due to contractual services, property & casualty insurance, and repair & maintenance.

Non-Departmental

The Transfers Out line item contains a transfer of \$109,024 to balance the airport operating budget including \$90,000 for capital and \$125,000 for Fire Fleet maintenance.

Mayor/Council/Clerk

(\$624,536 from \$593,280 ~ up \$31,256)

The Mayor/Council/Clerk budget increase is due to increases in salaries/benefits, audit fees, legal fees, council community events, and the Sister City program.

Police Department

(\$3,593,514 from \$3,619,817 ~ down \$26,303)

The Police Department budget (including Police Administration, Animal Control, State Trooper Building, Jail, and Police Building) decrease is due to parttime salaries, overtime, travel, training, legal fees, and small tools & equipment.

Communication Center

(\$855,323 from \$1,310,725 ~ down \$455,402)

The Communication Center budget decrease is due to the current staffing levels of three fulltime dispatchers and a dispatch supervisor.

Fire Department

(\$2,126,914 from \$2,023,602 ~ up \$103,312)

The Fire Department budget increase is due to salaries/benefits, fuel, rental & lease, property & casualty insurance, uniform expenditure, operating supplies, and equipment.

Public Works

(\$2,718,281 from \$2,616,247 ~ up \$102,034)

The Public Works budget includes Administration, Roads, Vehicle Maintenance, Parks and Recreation, Engineering, and Street Light Maintenance. The department budget increase is due to salaries/benefits, property & casualty insurance, roads contractual services, roads repairs & maintenance, road painting services, and equipment for a new mower.

Library

(\$1,023,070 from \$1,020,741 ~ up \$2,329)

The Library budget increase is due to salaries/benefits, legal, and property & casualty insurance.

MTA Events Center

(\$585,968 from \$519,123 ~ up \$66,845)

The MTA Events Center budget increase is due to salaries, power, property & casualty insurance, repairs & maintenance, and equipment.

Parks & Facilities

(\$179,000 from \$193,060 ~ down \$14,060)

The Parks & Facilities budget shows a decrease due to a reduction in contractual services and equipment.

ENTERPRISE FUNDS

Water and Sewer Fund

(\$3,416,821 from \$3,118,354 ~ up \$298,467)

There is a 6.0% sewer rate increase, and a 6% water rate increase built into the 2025 rates. Total revenues for the water and sewer for 2025 are projected at \$4,421,200 compared to \$3,953,000 in 2024. Budgeted water utility expenses increased from \$1,336,783 in 2024 to \$1,516,664 in 2025. Sewer utility expenses increased from \$1,781,571 in 2024 to \$1,900,157 in 2025. The increase in revenue is for the start of the Water and Sewer Fund to pay back the \$2,741,184 loan to the General Fund.

Solid Waste

(\$849,076 from \$852,969 ~ down \$3,893)

Revenues increase \$24,230 in 2025 due to a 5% rate increase to cover the MSB landfill rate hike. Primary decrease in expenses is due to no major equipment purchases.

Warren "Bud" Woods Palmer Municipal Airport

(\$656,691 from \$503,408 ~ up \$153,283)

The budget includes a transfer of \$109,024 from General Fund to balance the Airport 2025 budget. The increase in expenses is due primarily to salaries, legal fees, engineering, power, transfers out for capital and general administrative expenses. Rate increases include 10% increase for tie down fees, increase to land leases, and property taxes.

Palmer Golf Course

(\$706,511 from \$835,491 ~ down \$128,980)

The 2024 budget for the Palmer Golf Course shows revenue and expenses with a surplus of \$24,489. Included in the expenses is the cost of a new greens mower.

Health Insurance

The City of Palmer offers health insurance coverage to full-time employees through Premera Blue Cross Blue Shield with City employees paying a portion of dependent coverage. The 2025 proposed budget used an 8% increase for health insurance coverage estimating an increase to health insurance of \$271,515 from the estimated actual of 2024. Employee contributions budgeted for 2025 is the same as 2024 for dependent coverage.

	Monthly	Annually
Employee:	\$-0-	\$-0-
Employee and Spouse:	\$196.90	\$2,363.00
Employee and Children:	\$172.98	\$2,076.00
Employee and Family:	\$377.22	\$4,527.00

Past Practices

Per Palmer Charter 6.2 Budget statement of City Manager, the City Manager must present a balanced proposed budget to Palmer City Council. The proposed budgets from 2020 through 2024 presented by the City Manager were all balanced budgets that did NOT include capital expenditures. The City Manager would provide a list along with the five-year CIP of requested capital expenditures and Palmer City Council approved amending the City Manager's proposed budget for the capital expenditures with funding for the capital expenditures coming from the General Fund unassigned fund balance.

Projected Debt Service Payments on General Obligation Bonds

Bonding: \$2,500,000

Projected Debt Service			Annual Payments	
Year	15- Year	3.90%	20-Year	4.21%
1		229,063		193,125
2		223,438		189,375
3		230,000		185,625
4		223,750		194,063
5		229,687		189,688
6		222,813		185,313
7		228,125		193,125
8		220,625		188,125
9		225,313		195,313
10		229,375		189,688
11		220,625		184,063
12		224,063		190,625
13		226,875		184,375
14		229,063		190,313
15		230,625		195,625
16				188,125
17				192,813
18				184,688
19				188,750
20				192,188
		3,393,440	3,795,000	

Bonding: \$5,00,000

Projected Debt Service			Annual Payments	
Year	15- Year	3.90%	20-Year	4.21%
1		458,125		386,250
2		446,875		378,750
3		460,000		371,250
4		447,500		388,125
5		459,375		379,375
6		456,625		370,625
7		456,250		386,250
8		441,250		376,250
9		458,750		390,625
10		458,750		379,375
11		441,250		368,125
12		448,125		381,250
13		453,750		368,750
14		458,125		380,625
15		461,250		391,250
16				376,250
17				385,625
18				369,375
19				377,500
20				384,375
		6,806,000	7,590,000	

Projected Debt Service Payments on General Obligation Bonds

Bonding: \$7,500,000

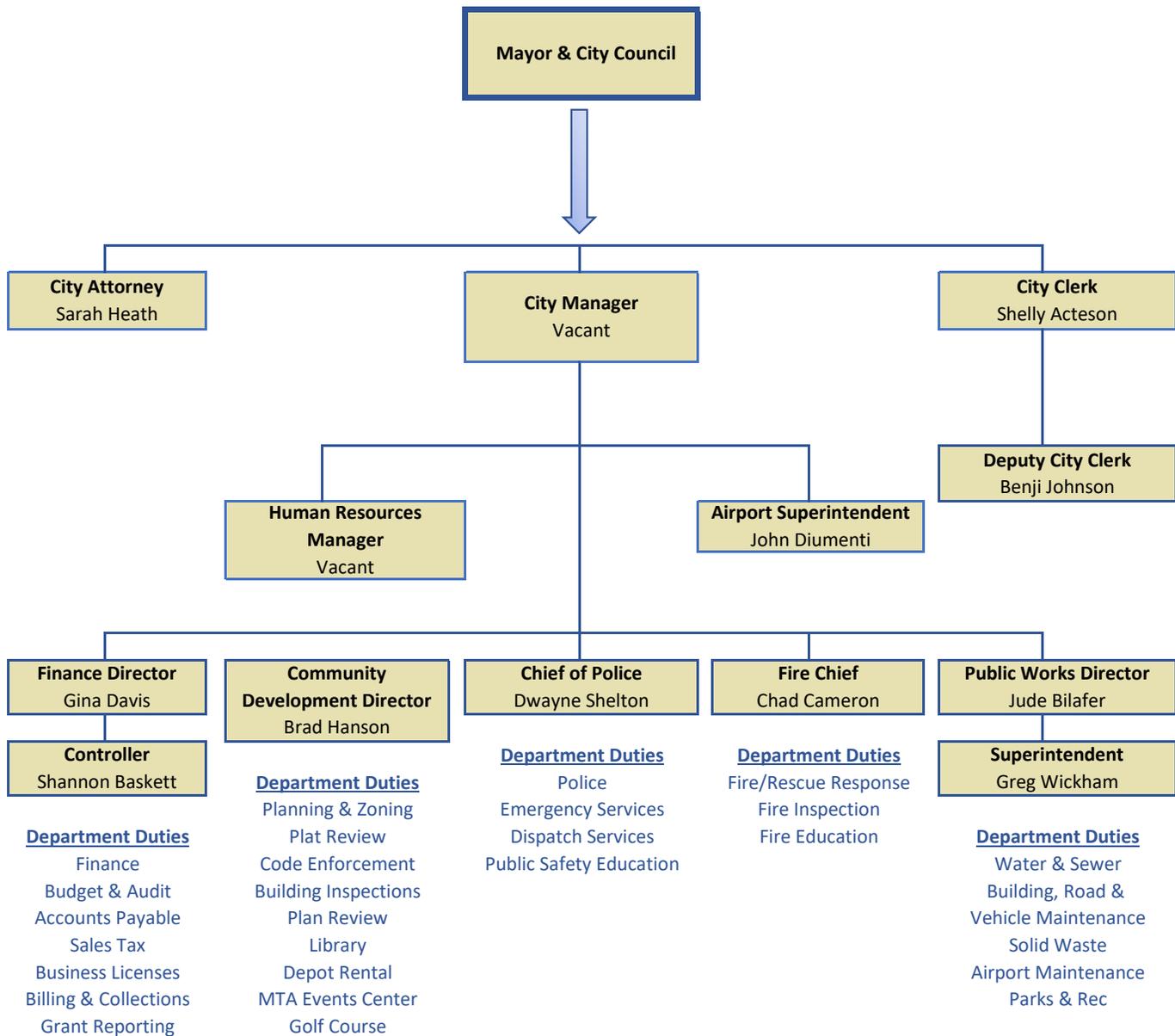
Bonding: \$10,000,000

Projected Debt Service			Annual Payments	
Year	15- Year	3.90%	20-Year	4.21%
1		687,188		579,375
2		670,312		568,125
3		690,000		556,875
4		671,250		582,188
5		689,063		569,063
6		668,437		555,938
7		684,375		579,375
8		661,875		564,375
9		675,937		585,938
10		688,125		569,063
11		661,875		552,188
12		672,187		571,875
13		680,625		553,125
14		687,187		570,938
15		691,875		586,875
16				564,375
17				578,438
18				554,063
19				566,250
20				576,563
		10,180,311	11,385,000	

Projected Debt Service			Annual Payments	
Year	15- Year	3.90%	20-Year	4.21%
1		916,250		772,500
2		893,750		757,500
3		920,000		742,500
4		895,000		776,250
5		918,750		758,750
6		891,250		741,250
7		912,500		772,500
8		882,500		752,500
9		901,250		781,250
10		917,500		758,750
11		882,500		736,250
12		896,250		762,500
13		907,500		737,500
14		916,250		761,250
15		922,500		782,500
16				752,500
17				771,250
18				738,750
19				755,000
20				768,750
		13,573,750	15,180,000	



2025 City of Palmer Organizational Chart



RECONCILIATION OF FUND BALANCE
GENERAL FUND
FUND 01

	2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	2025 PROPOSED BUDGET
TOTAL REVENUES	\$ 16,122,528	\$ 16,751,987	\$ 15,260,904	\$ 16,652,308
TOTAL EXPENDITURES	\$ 14,149,283	\$ 16,726,345	\$ 18,417,660	\$ 15,274,834

Nonspendable Fund Balance (Advances/Loans to Other Funds)	\$ 3,115,972
Nonspendable Fund Balance (Prepaid Ins)	\$ 567,144
Assigned Fund Balance (Vested Unpaid Vacation)	\$ 466,755
Unassigned fund balance 07/01/2024	\$ 9,790,311

Fiscal Year 2024 operations:

Budgeted operating revenues	\$ 15,253,189
Budgeted operating expenditures	\$ (15,134,704)
Transfers Out	\$ (2,547,603)
Resolution 24-008 (Fire Fleet)	\$ (125,000)
Resolution 24-010 (Airport Lighting System)	\$ (115,086)
Resolution 24-022(Wolf Arch)	\$ (368,732)
Resolution 24-033 (Restoration Trooper)	\$ (21,488)
Resolution 24-034 (Airport Lighting)	\$ (97,332)
Estimated adjustment to fund balance	\$ (3,156,756)

Estimated unassigned fund balance 12/31/2024 \$ 6,633,555

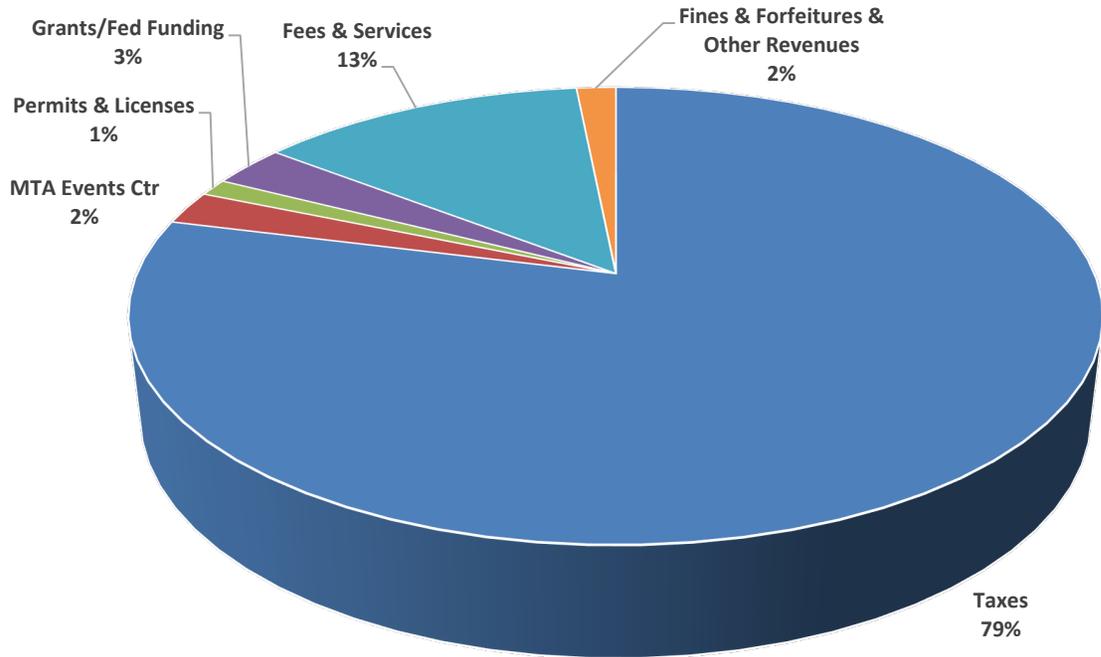
Fiscal Year 2025 Operations:

Budgeted operating revenues	\$ 16,652,308
Budgeted operating expenditures	\$ (15,274,834)
Estimated adjustment to fund balance	\$ 1,377,474

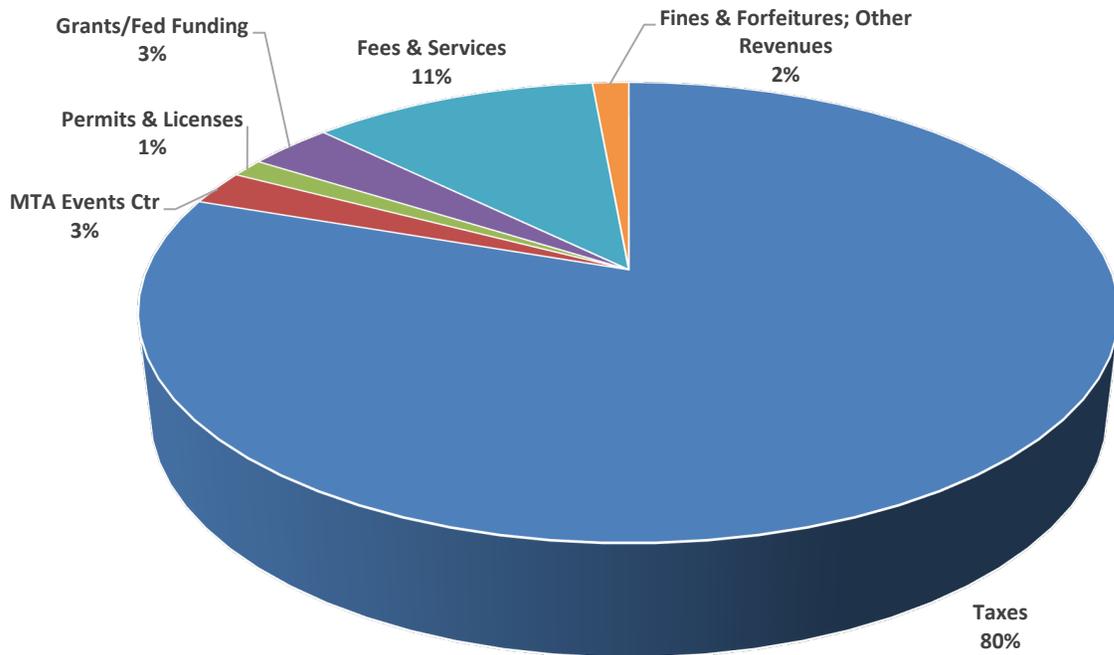
Estimated unassigned fund balance 12/31/2025 \$ 8,011,029

Two months of operating expenditures	\$ 2,526,794
Three months of operating expenditures	\$ 3,790,192
Five months of operating expenditures	\$ 6,316,986

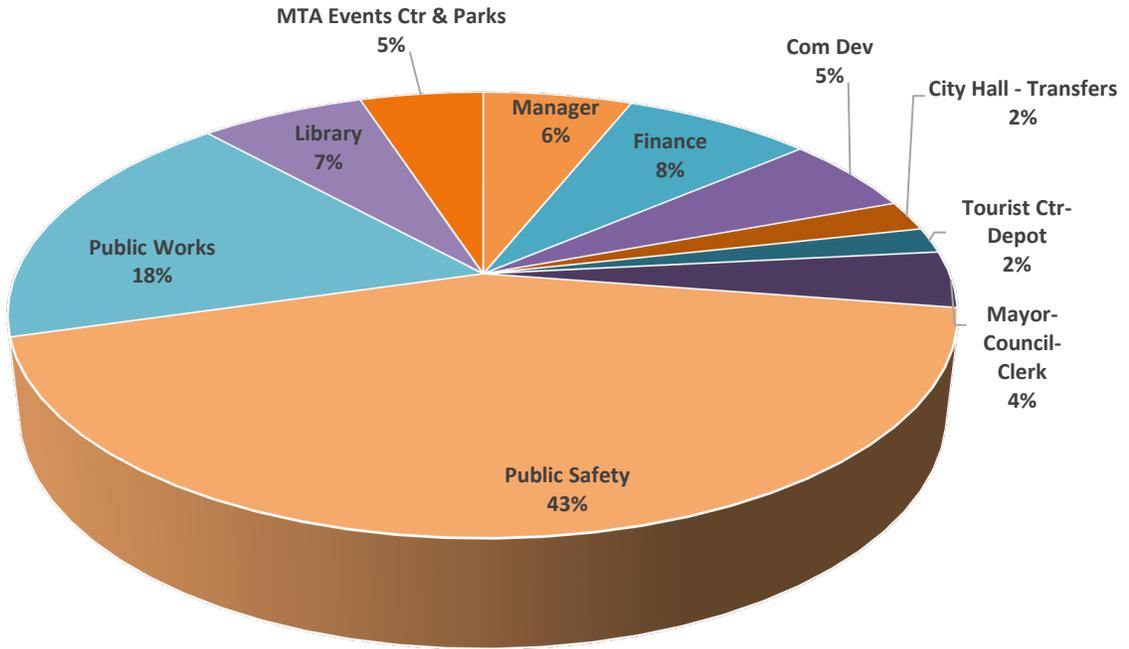
2025 PROPOSED GENERAL FUND REVENUES



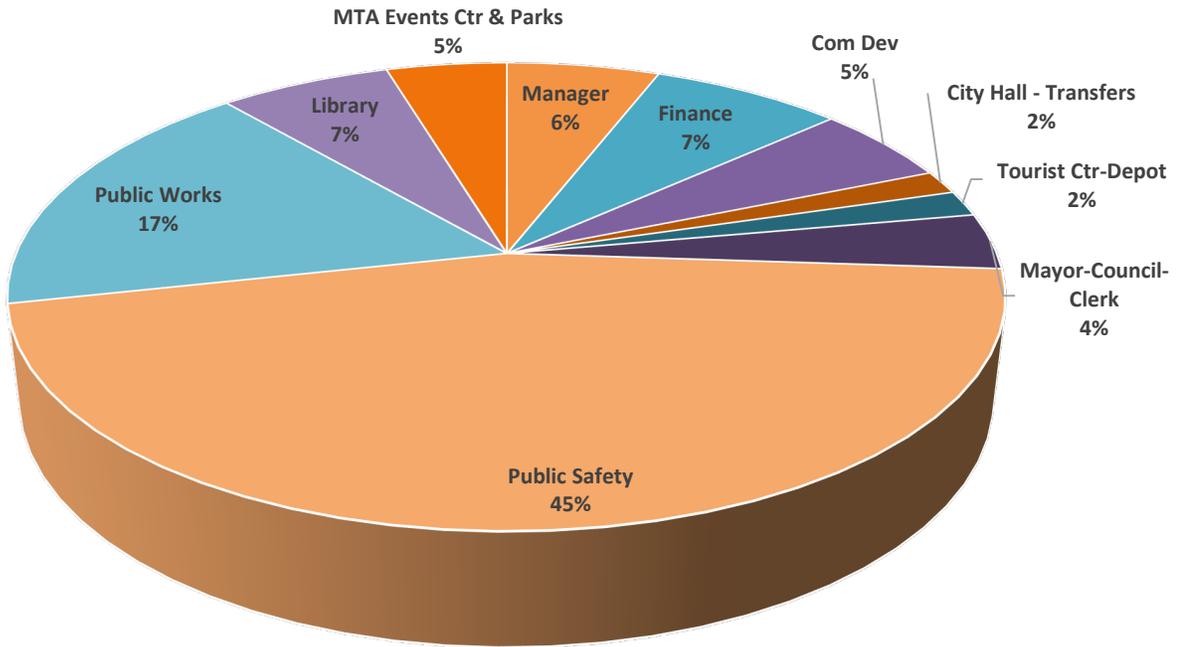
2024 ADOPTED GENERAL FUND REVENUES



2025 PROPOSED GENERAL FUND EXPENDITURES



2024 ADOPTED GENERAL FUND EXPENDITURES



**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

FUND 01 - General Fund

Revenues

	2021	2022	2023	2024	2025	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	PROPOSED BUDGET	\$Incr.(Decr.)
MTA Events Center Revenues						
01-00-00-3001 Ice Rental	255,769	263,032	308,188	280,000	300,000	20,000
01-00-00-3002 Arena Rental	2,050	2,700	10,000	12,000	12,000	0
01-00-00-3004 Ice Skate Rental	1,182	3,648	4,164	3,500	3,500	0
01-00-00-3005 Advertising Income	15,000	20,000	21,000	25,000	25,000	0
01-00-00-3007 Open Skate	3,558	11,568	14,673	10,000	12,000	2,000
01-00-00-3008 Skate Sharpening Revenue	4,530	7,078	10,693	7,500	7,500	0
01-00-00-3009 Shinny Hockey	231	0	0	500	500	0
01-00-00-3011 Stick Time	2,205	4,510	5,340	4,200	4,200	0
01-00-00-3014 Learn to Skate	71	0	0	0	0	0
01-00-00-3016 Vending Machines	3,279	8,561	12,593	8,500	9,500	1,000
01-00-00-3018 Arena Concession Lease	0	0	0	0	0	0
01-00-00-3019 Arena Concession	5,960	17,729	16,292	17,000	20,000	3,000
01-00-00-3020 MTA Gym	560	1,715	2,015	1,500	1,500	0
TOTAL MTA Events Center	294,394	340,541	404,958	369,700	395,700	26,000

Taxes

01-00-00-3110 Real & Personal Property Taxes	1,373,607	1,600,582	1,854,799	1,600,000	1,800,000	200,000
01-00-00-3111 Motor Vehicle Tax	121,815	120,565	119,665	119,120	119,000	(120)
01-00-00-3130 Sales Tax	9,354,886	10,687,700	10,806,780	10,450,000	11,150,000	700,000
01-00-00-3131 Sales Tax Penalty & Interest	101,680	93,040	98,311	75,000	75,000	0
TOTAL Taxes	10,951,989	12,501,887	12,879,555	12,244,120	13,144,000	899,880

Permits & Licenses

01-00-00-3210 Business Licenses	44,510	85,665	65,230	60,000	65,000	5,000
01-00-00-3211 Business License Penalty & Int	9,390	6,265	8,858	12,000	10,000	(2,000)
01-00-00-3218 Building Plans Review Revenue	42,833	42,364	34,625	40,000	40,000	0
01-00-00-3221 Building Permits	103,767	93,210	132,491	85,000	85,000	0
01-00-00-3222 Animal License	250	160	340	300	300	0
TOTAL Permit & Licenses	200,750	227,664	241,544	197,300	200,300	3,000

Grants/ Fed Funding

01-00-00-3310 Payment In Lieu Of Taxes	274,525	288,152	304,695	321,810	327,543	5,733
01-00-00-3343 Library Grants	8,735	11,490	12,535	7,715	7,000	(715)
01-00-00-3344 Vfa - Fire Grant	726	9,149	5,759	7,000	0	(7,000)
01-00-00-3350 Municipal Aid	100,797	215,431	151,701	65,000	45,000	(20,000)
01-00-00-3351 Liquor License	13,500	19,200	14,100	17,000	17,000	0
01-00-00-3362 Co-Op Taxes Elec & Tele	114,853	99,901	95,096	95,000	95,000	0
TOTAL Grants/ Fed Funding	513,136	643,323	583,886	513,525	491,543	(21,982)

**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

	2021	2022	2023	2024	2025	
	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED	\$Incr.(Decr.)
	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	
Fees & Services						
01-00-00-3412 Library Fees	8,288	10,435	7,092	8,500	8,000	(500)
01-00-00-3413 Library Meeting Room Rental	0	825	75	0	0	0
01-00-00-3421 Fire Service Fees	380	240	200	750	500	(250)
01-00-00-3423 E911 Surcharge Revenues	90,000	90,000	144,000	90,000	90,000	0
01-00-00-3425 Fire Service Contract	435,412	508,193	596,272	765,772	1,207,495	441,723
01-00-00-3427 Planning And Zoning	1,550	1,300	2,525	2,400	2,400	0
01-00-00-3428 Rescue Svcs Contract	50,000	50,000	50,000	69,000	88,000	19,000
01-00-00-3440 Grants Administrative Overhead	0	183,402	51,621	75,000	30,000	(45,000)
01-00-00-3441 SRO Admin Overhead	0	0	1,313	0	2,625	2,625
01-00-00-3455 Administrative Services Fees	643,665	642,529	659,853	666,487	681,645	15,158
01-00-00-3473 Community Center Fees (Depot)	37,510	43,005	52,500	40,000	50,000	10,000
TOTAL Fees & Services	1,266,805	1,529,929	1,565,451	1,717,909	2,160,665	442,756
Fines & Forfeitures						
01-00-00-3510 Fines & Forfeitures	22,499	8,850	10,329	16,000	16,000	0
01-00-00-3511 Fines & Forfeitures-Deliq	40,075	75,190	42,914	45,000	45,000	0
TOTAL Fines & Forfeitures	62,574	84,040	53,243	61,000	61,000	0
Other Revenues						
01-00-00-3610 Interest/Investments Earnings	(744)	11,010	208,418	55,000	100,000	45,000
01-00-00-3612 Interest Earnings Assessments	1,119	1,864	675	1,500	1,500	0
01-00-00-3623 Assessment Billing Fee	54	45	45	150	100	(50)
01-00-00-3624 Public Safety No# 2, Rental	53,037	46,634	48,525	48,000	50,000	2,000
01-00-00-3625 Jail Rental	16,309	15,281	15,254	18,000	16,000	(2,000)
01-00-00-3630 Lease Interest Income	0	13,796	11,533	13,200	10,000	(3,200)
01-00-00-3632 Street Assessments Earnings	6,293	18,807	5,010	6,500	6,500	0
01-00-00-3640 Credit Card Admin Fee	0	15,185	12,530	15,000	15,000	0
01-00-00-3661 Property & Equipment Sales CH	110	0	0	0	0	0
01-00-00-3662 Property & Equip Sales PW	1,003	113,616	24,995	0	0	0
01-00-00-3663 Property & Equip Sales PS	0	8,148	2,125	0	0	0
01-00-00-3673 Transfers From Other Funds	0	0	0	0	0	0
01-00-00-3676 Other Financing Source Leases	0	10,217	369,174	0	0	0
01-00-00-3685 SART Revenue	3,900	14,064	0	0	0	0
01-00-00-3687 Misc Revenue - PW	8,814	500	1,377	0	0	0
01-00-00-3688 Misc Income-Comm Services	1,606	2,146	195	0	0	0
01-00-00-3689 Misc Income-Public Safety	21,230	27,103	15,243	0	0	0
01-00-00-3690 Miscellaneous Income	10,264	14,465	26,974	0	0	0
01-00-00-3691 NPO Write Off/PERS Relief	338,626	236,516	134,847	0	0	0
01-00-00-3693 Insurance Reimbursement	0	215,746	146,429	0	0	0
01-00-00-3999 Capital Contributions	0	30,000	0	0	0	0
TOTAL Other Revenues	461,621	795,143	1,023,349	157,350	199,100	41,750
TOTAL Revenues	13,751,267	16,122,527	16,751,986	15,260,904	16,652,308	1,391,404

Sales Tax by Month

Updated 10/12/2024

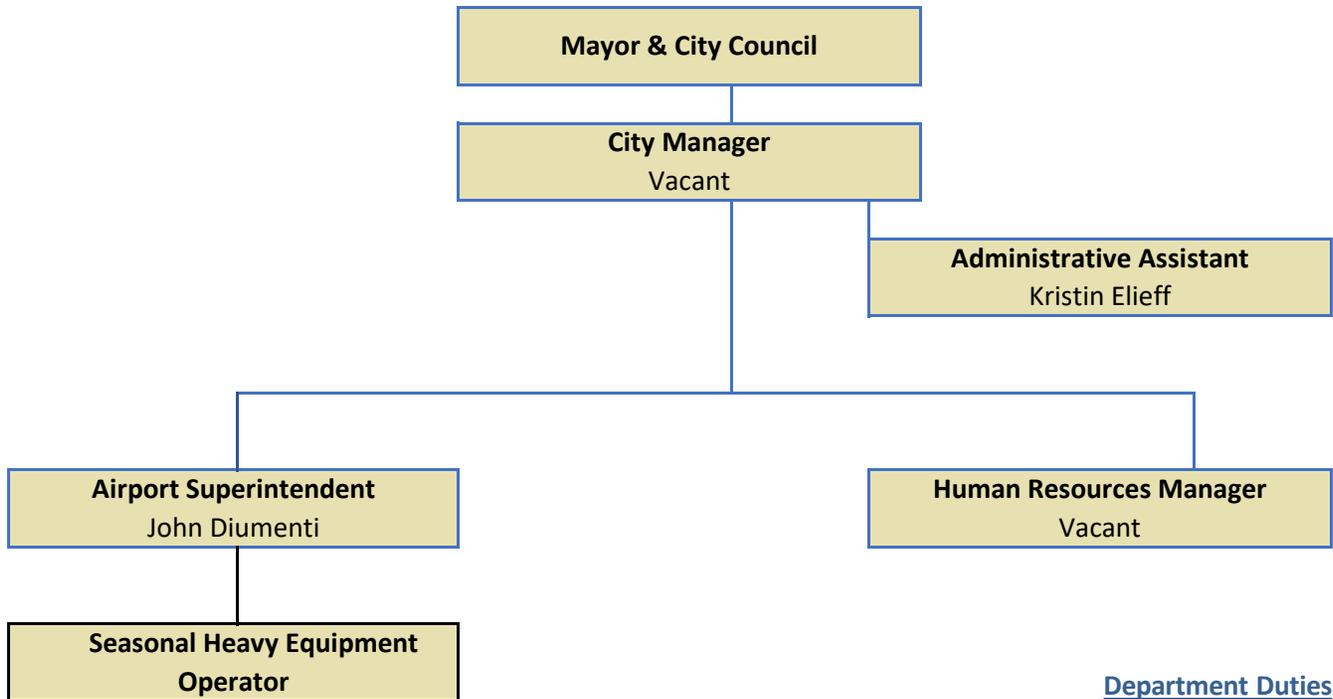
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	% Change
2009	439,940.44	374,586.22	303,529.79	350,252.30	327,760.43	427,052.33	400,408.44	397,749.23	504,190.73	471,063.46	426,730.10	474,012.36	4,897,276	2.48
2010	512,639.30	221,932.04	452,533.69	406,134.13	374,132.87	389,014.63	447,921.85	425,267.04	573,302.08	527,292.00	368,575.60	458,752.43	5,157,498	5.31
2011	560,471.29	333,884.45	393,462.46	431,466.59	431,221.10	444,462.06	461,401.86	497,980.35	589,507.28	568,041.76	565,442.24	287,273.86	5,564,595	7.89
2012	431,187.74	373,673.30	437,545.28	444,551.88	435,333.62	468,546.08	497,973.54	476,696.57	682,731.38	556,388.75	469,029.40	546,188.89	5,819,846	4.59
2013	426,436.27	425,894.37	399,925.02	442,252.57	437,574.46	477,732.23	509,694.27	554,274.36	747,829.63	535,186.70	463,705.05	617,864.71	6,038,370	3.75
2014	706,153.32	410,780.20	425,768.20	460,820.57	468,761.19	565,203.07	545,107.19	543,277.73	785,772.40	586,182.21	493,216.15	389,936.29	6,380,979	5.67
2015	614,564.53	432,092.96	403,826.08	481,560.35	461,215.68	545,121.03	560,449.45	546,437.45	680,929.12	661,964.55	535,715.64	493,079.00	6,416,956	0.56
2016	614,535.00	419,172.12	438,488.67	487,879.15	468,893.65	510,349.83	573,095.73	530,501.00	784,395.00	643,923.00	492,460.00	535,871.00	6,499,564	1.29
2017	654,742.00	439,724.00	473,276.00	559,272.00	533,287.00	552,353.00	596,048.00	578,818.00	801,324.00	673,838.00	518,454.00	552,225.00	6,933,361	6.67
2018	699,081.00	503,904.00	469,286.00	536,404.00	522,228.00	576,912.00	644,768.00	593,547.00	864,444.00	677,933.00	544,215.00	583,847.00	7,216,569	4.08
2019	773,619.00	462,165.00	482,281.00	528,846.00	595,406.00	606,341.00	626,440.00	612,094.00	835,842.00	736,798.00	549,398.00	614,954.00	7,424,184	2.88
2020	808,616.00	538,382.00	503,656.00	551,690.00	510,225.00	603,107.00	637,135.00	742,139.00	675,921.00	624,389.00	555,346.00	773,581.81	7,524,188	1.35
2021	829,066.00	503,115.00	629,448.00	678,052.00	647,661.00	794,032.00	837,796.00	803,428.00	972,936.00	911,297.00	718,456.00	1,029,599.00	9,354,886	24.33
2022	956,802.00	617,218.00	674,633.00	734,209.00	847,618.00	855,413.00	876,353.00	908,443.00	1,175,912.00	1,124,129.00	912,448.00	1,004,523.00	10,687,701	14.25
2023	1,002,619.00	616,472.00	742,659.00	730,309.00	885,304.00	879,419.00	935,941.00	891,243.00	1,254,632.00	1,074,038.00	817,900.00	976,243.72	10,806,780	1.11
2024	967,887.00	668,925.00	706,385.00	831,882.00	825,604.00	910,513.00	885,782.00	1,014,030.00	1,334,807.00				8,145,815	2.61 Thru Sept
2024-2023	(34,732.00)	52,453.00	(36,274.00)	101,573.00	(59,700.00)	31,094.00	(50,159.00)	122,787.00	80,175.00	(1,074,038.00)	(817,900.00)	(976,243.72)		
% from PY	(0.0346)	0.0851	(0.0488)	0.14	(0.07)	0.04	(0.05)	0.14	0.06	(1.00)	(1.00)	(1.00)		
Y-T-D	(34,732.00)	17,721.00	(18,553.00)	83,020.00	23,320.00	54,414.00	4,255.00	127,042.00	207,217.00	(866,821.00)	(1,684,721.00)	(2,660,964.72)		





2025 City Manager's Office Organizational Chart

TOTAL EMPLOYEES:
Full Time: 4



Department Duties

City Administration
Departmental Oversight
Human Resources
Airport Oversight
Business & Community Relations
Legislative Priority Development
Council Liaison
Economic Development
City Website
Risk Management

City of Palmer
FY 2025
Department Budget
City Manager's Office

Manages the property, financial, and personnel resources of the City of Palmer in an effective and efficient manner. Implements policy decisions of the City Council, develops, and promotes plans and actions that enhance the city's ability to provide a safe and attractive environment for commercial and residential development.

Highlights for 2025:

- Secure funding for the construction of the Palmer Library
- Continue with marketing the city through local events and resources, including partnering with other like-minded community organizations
- Promote aesthetic improvements within the City of Palmer
- Continue discussions with Matanuska Susitna Borough and the City of Wasilla for joint partnerships

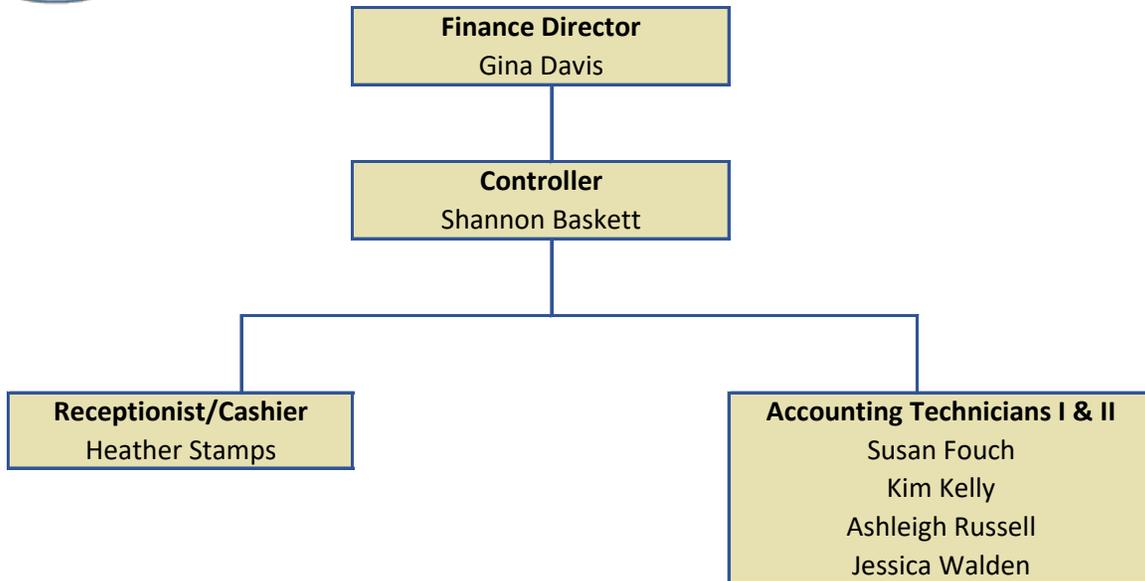
**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

		2021	2022	2023	2024	2025	
City Manager Expenditures		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	PROPOSED BUDGET	\$Incr.(Decr.)
01-01-05-6011	Regular Salaries	271,137	289,361	305,572	315,112	315,425	313
01-01-05-6012	Regular Benefits	133,489	144,834	178,741	204,946	242,952	38,006
01-01-05-6015	Regular-Overtime	84	0	0	0	0	0
01-01-05-6019	Leave Expense	8,156	7,396	14,093	40,000	0	(40,000)
01-01-05-6022	Advertising	128	4,754	3,362	5,000	5,000	0
01-01-05-6023	Subscriptions & Dues	2,999	2,693	9,669	7,000	7,000	0
01-01-05-6024	Travel	1,801	4,053	4,090	2,500	4,000	1,500
01-01-05-6026	Training	2,923	3,978	3,908	3,000	3,000	0
01-01-05-6027	Legal Fees	33,272	3,669	14,088	5,000	10,000	5,000
01-01-05-6029	Services	1,454	3,082	1,556	1,500	1,500	0
01-01-05-6030	Contractual Services	0	5,682	28,515	10,700	12,000	1,300
01-01-05-6031	Telephone	3,144	2,987	11,312	3,500	3,500	0
01-01-05-6035	Fuel	1,453	1,875	1,867	1,400	1,800	400
01-01-05-6037	Insurance	11,846	13,097	18,317	28,180	31,897	3,717
01-01-05-6038	Vehicle Insurance	520	751	500	550	550	0
01-01-05-6041	Office Supplies	4,332	1,643	2,316	2,500	2,500	0
01-01-05-6045	Repair & Maintenance	827	468	654	500	500	0
01-01-05-6054	Office Equipment	2,106	2,008	3,609	7,000	5,000	(2,000)
01-01-05-6057	Printing	0	0	0	0	0	0
01-01-05-6059	Board Stipends	900	550	750	1,000	500	(500)
01-01-05-6065	Wellness Fund	0	270	3,001	2,000	2,000	0
01-01-05-6069	Discretionary Funds	1,147	5,109	6,830	5,000	5,000	0
01-01-05-6070	AK State Fair Parade Exp	1,450	1,000	0	2,000	0	(2,000)
01-01-05-6072	Unemployment Taxes	0	0	0	15,000	15,000	0
01-01-05-6075	Employee Recognition	100	2,937	3,034	3,500	3,500	0
01-01-05-6096	Computer Services	121,074	185,430	177,282	219,000	235,145	16,145
01-01-05-6103	Marketing	12,549	20,350	13,632	17,000	17,000	0
TOTAL Manager		616,891	707,977	806,698	902,888	924,769	21,881



2025 Department of Finance Organizational Chart

TOTAL EMPLOYEES:
Full Time: 7
Part Time: 0



Department Duties

- Finance
- Budget & Audit
- Accounts Payable
- Sales Tax
- Business License
- Payroll
- Billing & Collections
- Grant Reporting

City of Palmer
FY 2025
Department Budget
Finance

Responsible for the collection and reporting of all city revenues and expenditures. Develop and maintain the city budget, provide quarterly financial statements and assist with the City's annual financial audit. Provide a high degree of customer service for the residents, businesses, and city departments.

Highlights in 2025:

- Continue to improve the online Business Licensing and Sales Tax remittance processes.
- Pursue additional means to receive and process forms electronically.
- Pursue additional online payment methods for additional receivables.

**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

		2021	2022	2023	2024	2025	
Finance Expenditures		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	PROPOSED BUDGET	\$Incr.(Decr.)
01-01-10-6011	Regular Salaries	422,604	418,820	448,369	490,839	506,780	15,941
01-01-10-6012	Regular Benefits	329,597	279,403	373,072	387,113	408,026	20,913
01-01-10-6015	Regular Overtime	699	719	434	1,000	1,000	0
01-01-10-6017	Gen Fund PERS On Behalf	338,626	236,516	134,847	0	0	0
01-01-10-6019	Leave Expense	15,941	32,006	22,701	10,000	10,000	0
01-01-10-6022	Advertising	95	278	120	500	350	(150)
01-01-10-6023	Subscriptions & Dues	694	435	365	800	500	(300)
01-01-10-6024	Travel	0	661	1,634	1,500	1,700	200
01-01-10-6025	ARSSTC Fees	100,834	118,074	123,694	0	0	0
01-01-10-6026	Training	857	570	785	3,000	3,000	0
01-01-10-6027	Legal Fees	6,068	1,418	956	6,800	7,500	700
01-01-10-6029	Services	5,236	33,624	40,694	30,000	30,000	0
01-01-10-6030	Contractual Services	17,175	32,920	25,974	38,000	38,000	0
01-01-10-6031	Telephone	3,446	2,442	4,269	6,400	5,500	(900)
01-01-10-6037	Insurance	18,825	21,449	24,070	37,124	38,773	1,649
01-01-10-6041	Office Supplies	5,068	5,812	6,207	7,800	6,800	(1,000)
01-01-10-6045	Repair & Maintenance	796	25	160	2,000	2,000	0
01-01-10-6054	Office Equipment	2,323	6,390	7,362	15,000	13,500	(1,500)
01-01-10-6072	Unemployment Taxes	(86)	0	9,343	0	0	0
01-01-10-6074	Bad Debts	0	394	0	0	0	0
01-01-10-6095	Genl Fund It Hard/Software	25,637	25,013	73,546	50,000	40,000	(10,000)
01-01-10-6096	Computer Services	33,801	37,614	41,624	47,000	63,000	16,000
TOTAL Finance		1,328,234	1,254,583	1,340,226	1,134,876	1,176,429	41,553

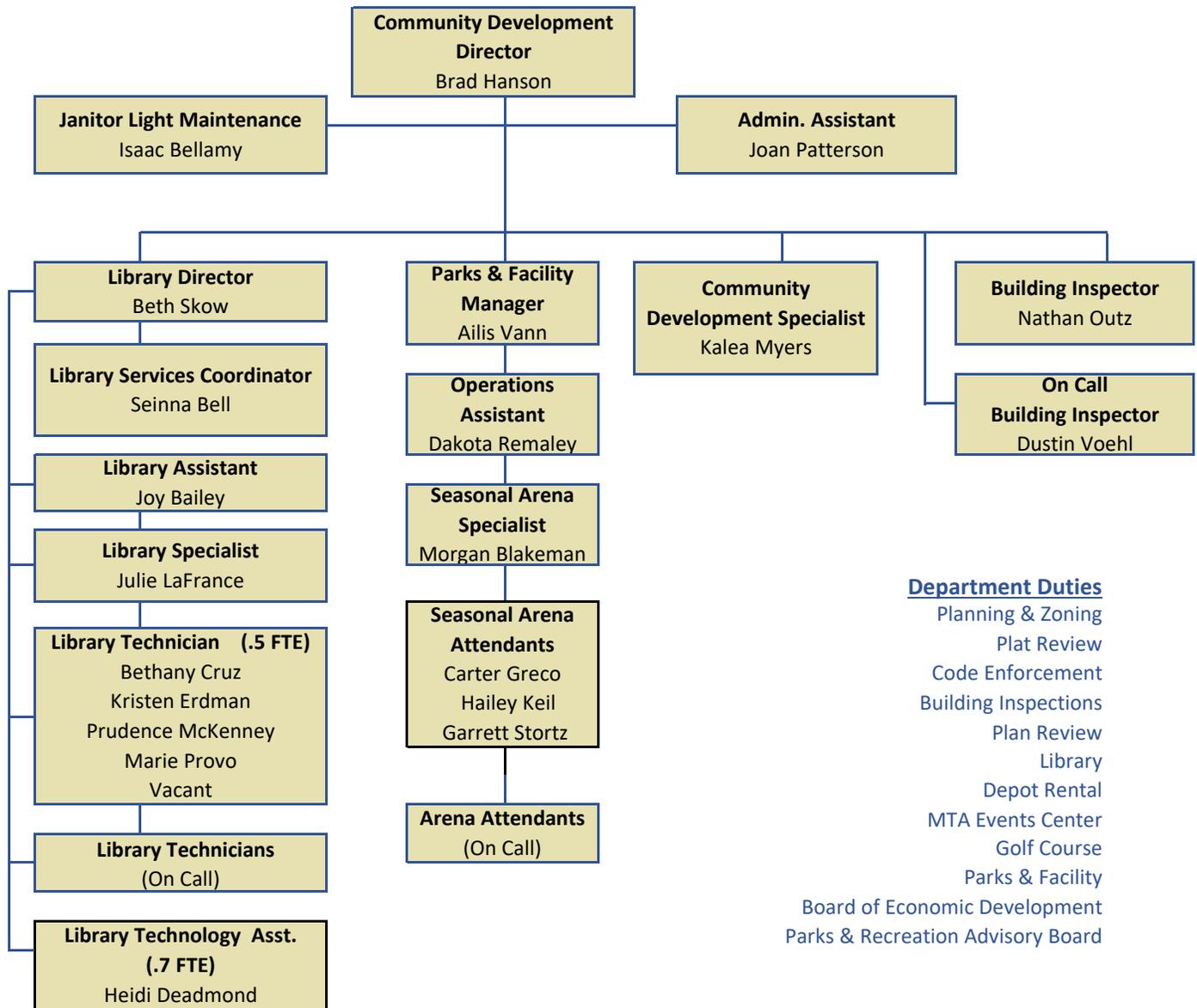
**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

	2021	2022	2023	2024	2025	
	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED	\$Incr.(Decr.)
City Hall Expenditures				BUDGET	BUDGET	
01-01-15-6029 Services	3,066	3,944	4,359	4,000	4,000	0
01-01-15-6031 Telephone	17,046	17,048	28,541	27,500	28,000	500
01-01-15-6032 Power	16,276	15,910	15,963	18,000	18,000	0
01-01-15-6033 Heat	2,798	2,708	3,241	4,000	4,000	0
01-01-15-6034 Water/Sewer/Garbage	1,674	1,807	1,998	2,500	2,500	0
01-01-15-6036 Rental & Lease	3,582	0	0	3,500	3,000	(500)
01-01-15-6037 Insurance	6,003	6,427	7,004	10,884	12,285	1,401
01-01-15-6041 Office Supplies	6,491	6,226	5,460	7,500	7,500	0
01-01-15-6045 Repair & Maintenance	8,747	13,624	8,565	7,500	7,500	0
01-01-15-6048 Janitorial Supplies	1,013	1,237	1,167	1,500	1,500	0
01-01-15-6058 Postage	7,299	3,559	4,354	7,500	6,500	(1,000)
01-01-15-6060 Lease Principal	0	3,143	3,304	0	0	0
01-01-15-6062 Lease Interest	0	439	279	0	0	0
01-01-15-6063 Capital Outlay Leases	0	10,217	0	0	0	0
TOTAL City Hall Expenditures	73,995	86,289	84,235	94,384	94,785	401
Non Departmental						
01-01-70-6078 Transfers Out	523,433	2,168,409	3,280,137	3,275,241	234,024	(3,041,217)
01-01-70-6090 EOC Operations	4,085	4,035	3,316	4,500	4,500	0
TOTAL Non Departmental	527,518	2,172,444	3,283,453	3,279,741	238,524	(3,041,217)



2025 Department of Community Development Organizational Chart

TOTAL EMPLOYEES:
Full Time: 11
Part Time: 6



Department Duties

- Planning & Zoning
- Plat Review
- Code Enforcement
- Building Inspections
- Plan Review
- Library
- Depot Rental
- MTA Events Center
- Golf Course
- Parks & Facility
- Board of Economic Development
- Parks & Recreation Advisory Board

City of Palmer
FY 2025
Department Budget
Community Development

Responsible for planning and zoning, building inspections, and code compliance to ensure that development of city infrastructure and processes encourage the economic growth and enhance the quality of life in Palmer. Oversee the operation of the Palmer Public Library, Community Center (Depot), Visitor Information Center and Museum, MTA Events Center and the Palmer Municipal Golf Course, Parks and Facility planning and maintenance.

Highlights for 2025:

- Provide the highest level of customer service
- Continue upgrades at Community Development facilities to ensure long-term fiscal health and enhance their marketability to user groups
- Review and revise policies, procedures and code to improve economic development opportunities and quality of life for Palmer residents

**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

Community Development Expenditures		2021	2022	2023	2024	2025	\$Incr.(Decr.)
		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	PROPOSED BUDGET	
01-01-12-6011	Regular Salaries	290,928	300,063	323,140	367,682	378,466	10,784
01-01-12-6012	Regular Benefits	204,643	193,748	257,922	291,600	318,209	26,609
01-01-12-6013	Part Time Salaries	8,233	9,447	13,285	10,065	10,065	0
01-01-12-6015	Regular Overtime	732	467	679	1,000	1,000	0
01-01-12-6019	Leave Expense	17,995	13,643	19,011	10,000	0	(10,000)
01-01-12-6022	Advertising	2,513	1,374	1,635	2,000	1,750	(250)
01-01-12-6023	Subscriptions & Dues	1,096	2,413	1,093	2,400	1,500	(900)
01-01-12-6024	Travel	0	27	2,390	4,000	3,000	(1,000)
01-01-12-6026	Training	1,416	1,195	2,209	4,000	3,000	(1,000)
01-01-12-6027	Legal Fees	4,523	2,797	4,834	6,000	6,000	0
01-01-12-6029	Services-Recording Plats	116	530	113	500	400	(100)
01-01-12-6030	Contractual Services	9,703	836	31,449	15,000	12,000	(3,000)
01-01-12-6031	Telephone	3,552	3,896	4,369	3,200	3,600	400
01-01-12-6032	Power	6,867	8,051	7,851	7,000	7,000	0
01-01-12-6033	Heat	2,895	2,734	3,148	2,900	3,000	100
01-01-12-6034	Water/Sewer/Garbage	1,655	1,726	2,156	1,900	2,000	100
01-01-12-6035	Fuel	1,661	3,117	2,428	2,500	2,400	(100)
01-01-12-6036	Rental & Leases	2,507	2,684	3,323	3,000	3,200	200
01-01-12-6037	Insurance	13,595	15,665	22,094	28,190	31,780	3,590
01-01-12-6038	Vehicle Insurance	650	1060	1,272	2,000	2,000	0
01-01-12-6040	Credit Card Fees	2,214	3,650	3,880	2,200	2,300	100
01-01-12-6041	Office Supplies	3,425	1,654	2,443	2,800	2,600	(200)
01-01-12-6042	Vehicle Supplies	454	462	504	750	500	(250)
01-01-12-6044	Operating Supplies	256	767	0	0	0	0
01-01-12-6045	Repair & Maintenance	907	803	1,203	1,500	1,500	0
01-01-12-6048	Janitorial Supplies	408	424	757	1,000	1,000	0
01-01-12-6054	Office Equipment	2,053	2,004	2,319	7,000	6,000	(1,000)
01-01-12-6058	Postage	1,962	1,074	874	2,000	1,800	(200)
01-01-12-6059	Board Stipends	2,250	1,600	2,000	2,500	2,300	(200)
01-01-12-6070	Annexation Planning	27,352	0	0	0	0	0
01-01-12-6071	Community Planning	8,363	11,024	10,297	15,000	15,000	0
01-01-12-6072	Unemployment Taxes	1	0	0	0	0	0
01-01-12-6073	MVP Transportaion	0	0	0	29,890	30,000	110
TOTAL Community Development		624,926	588,935	728,678	829,577	853,370	23,793

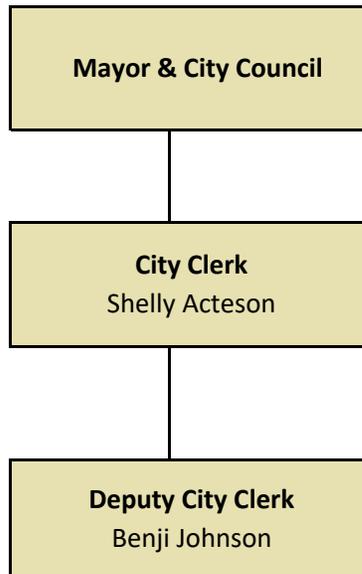
**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

	2021	2022	2023	2024	2025	
	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED	\$Incr.(Decr.)
	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	\$Incr.(Decr.)
Tourist Center Expenditures						
01-01-20-6030 Contractual Services	177,125	186,746	187,106	192,500	200,000	7,500
01-01-20-6031 Telephone	2,267	2,248	2,312	2,100	2,100	0
01-01-20-6032 Power	3,201	3,385	3,529	3,800	3,700	(100)
01-01-20-6033 Heat	2,645	2,527	2,903	2,900	2,950	50
01-01-20-6034 Water/Sewer/Garbage	1,966	2,179	2,373	2,200	2,200	0
01-01-20-6037 Insurance	4,119	4,511	5,754	8,152	8,487	335
01-01-20-6045 Repair & Maintenance	343	18,426	2,004	3,500	3,000	(500)
01-01-20-6048 Janitorial Supplies	1,111	1,913	827	1,750	1,800	50
TOTAL Tourist Center	192,776	221,935	206,808	216,902	224,237	7,335
 Community Center (Depot)						
01-01-30-6030 Contractual Services	7,580	9,296	8,120	9,000	11,000	2,000
01-01-30-6031 Telephone	0	0	0	2,500	0	(2,500)
01-01-30-6032 Power	4,449	3,875	5,161	5,500	5,400	(100)
01-01-30-6033 Heat	5,058	5,220	5,970	6,000	6,000	0
01-01-30-6034 Water/Sewer/Garbage	3,318	4,695	4,295	4,000	4,000	0
01-01-30-6036 Rental and Lease	500	875	500	900	900	0
01-01-30-6037 Insurance	1,872	2,033	2,244	4,382	5,114	732
01-01-30-6044 Operating Supplies	3,056	2,538	3,212	3,200	3,000	(200)
01-01-30-6045 Repair & Maintenance	3,517	3,757	864	7,000	10,000	3,000
01-01-30-6048 Janitorial Supplies	2,335	882	1,703	2,500	3,200	700
01-01-30-6053 Equipment	0	3,598	2,280	10,000	7,500	(2,500)
TOTAL Community Center	31,684	36,769	34,349	54,982	56,114	1,132



2025 City Clerk's Office Organizational Chart

TOTAL EMPLOYEES:
PartTime: 0
Full Time: 2



Department Duties

Ordinance & Resolution Preparation, Maintenance, Codification
Records Management & Retention
Election Administration
Information Research
Action Processing
Council & Attorney Liaison
Parliamentary Advisor to Council

City of Palmer
FY 2025
Department Budget
Mayor/Council/Clerk

The Mayor and City Council function as the legislative body whose duties include enacting city laws; ratifying city policies; providing for the performance of all duties and obligations imposed upon the city by law; approving the annual budget, which includes funding for operations, maintenance and capital projects; setting both the city's sales tax and mill rate for property taxes; and appointing the city manager, city clerk, and city attorney.

The Municipal Clerk is the local official who administers democratic processes such as elections, access to city records, and all legislative actions ensuring transparency to the public. The City Clerk's Office manages public inquiries and relationships and arranges for ceremonial and official functions.

The City Clerk's Office operates as a separate entity from other city departments. The general duties of the City Clerks' Office are:

- Research and provide information to Council, process Council actions.
- Research and prepare ordinances and resolutions in conjunction with the City Attorney.
- Maintains original ordinances and resolutions and provides for codification of ordinances.
- Manages City records, develops retention schedules and procedures for inventory, storage and destruction of City records.
- Prepares the City Clerk's office budget.
- Administers City of Palmer elections.
- Acts as parliamentary advisor to Council.

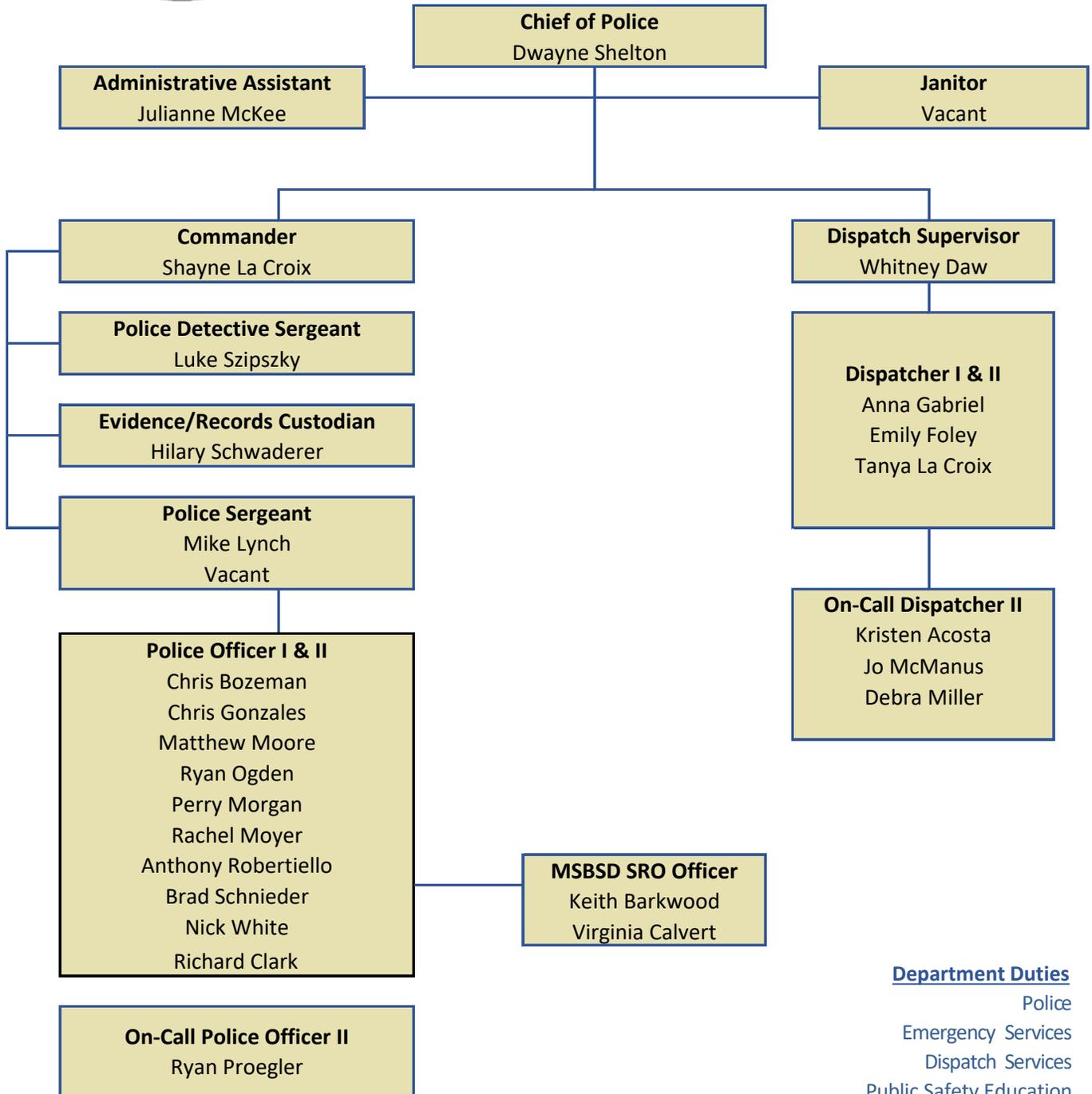
**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

		2021	2022	2023	2024	2025	
Mayor/Council/Clerk Expenditures		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	PROPOSED BUDGET	\$Incr.(Decr.)
01-02-10-6011	Regular Salaries	81,867	92,672	151,789	165,363	170,907	5,544
01-02-10-6012	Regular Benefits	65,192	54,585	114,437	138,223	146,284	8,061
01-02-10-6013	PT Salaries	78,338	86,329	43,577	49,000	43,800	(5,200)
01-02-10-6015	Regular Overtime	626	0	1,236	1,500	2,500	1,000
01-02-10-6016	Overtime-PT	926	3,333	0	0	0	0
01-02-10-6019	Leave Expense	16,960	0	2,146	3,000	0	(3,000)
01-02-10-6021	Audit	43,226	51,053	54,238	48,000	56,600	8,600
01-02-10-6022	Advertising	8,582	6,425	5,453	7,500	7,500	0
01-02-10-6023	Subscriptions & Dues	8,251	9,107	15,522	16,000	16,000	0
01-02-10-6024	Travel/Education-Council	3,965	4,821	9,654	10,000	10,000	0
01-02-10-6026	Training/Travel-Clerk	2,760	5,703	4,860	6,000	6,000	0
01-02-10-6027	Legal Fees	45,634	23,621	43,008	35,000	40,000	5,000
01-02-10-6029	Services	1,788	1,401	69	2,000	2,000	0
01-02-10-6030	Contractual Services	17,850	3,495	7,950	8,000	8,000	0
01-02-10-6031	Telephone	8,405	11,252	9,329	9,500	9,500	0
01-02-10-6037	Insurance	9,166	9,802	13,379	19,194	19,945	751
01-02-10-6041	Office Supplies-Clerk	1,940	3,756	1,901	5,500	5,500	0
01-02-10-6044	Operating Supplies	1,010	802	97	3,000	3,000	0
01-02-10-6045	Repair & Maintenance	144	0	0	1,000	1,000	0
01-02-10-6054	Office Equipment	3,030	6,467	5,677	4,000	4,000	0
01-02-10-6058	Postage	329	0	0	500	500	0
01-02-10-6068	Community Council Grants	8,750	5,250	12,000	12,000	12,000	0
01-02-10-6069	Council Discretionary Funds	856	821	917	2,500	2,500	0
01-02-10-6071	Council Community Events	0	0	0	0	2,500	2,500
01-02-10-6072	Unemployment Taxes	1,024	(443)	0	0	0	0
01-02-10-6073	Council Meetings Broadcast	3,250	3,000	2,875	3,000	3,000	0
01-02-10-6090	Blackboard Connect Service	4,903	2,043	0	0	0	0
01-02-10-6099	Election Expenses	14,917	34,782	16,261	17,000	15,000	(2,000)
01-02-10-6101	Codification Consulting Svcs	5,196	4,510	280	7,500	7,500	0
01-02-10-6102	Records Management	8,947	8,793	566	9,000	9,000	0
01-02-10-6110	Sister City Program	310	310	7,659	10,000	20,000	10,000
TOTAL Mayor/Council /Clerk		448,142	433,690	524,880	593,280	624,536	31,256



2025 Police Department Organizational Chart

TOTAL EMPLOYEES:
FullTime: 23
PartTime: 0



Department Duties

- Police
- Emergency Services
- Dispatch Services
- Public Safety Education
- Opiate Task Force
- MSBSD SRO Program

City of Palmer
FY 2025
Department Budget
Police

Responsible for protecting the lives, freedom, rights and privacy of the community through the honest enforcement of the law, respect for the public, restraint, humility and the unwavering pursuit of justice.

Highlights for 2024:

The Police Department completed the following training during fiscal year 2024: Emergency Vehicle Operation and Control Instructor, National Association of School Resource Officer Advanced instruction, Dispatch Navigator, National Emergency Number Association (911) conference, First Line Supervisor School, Command School, other yearly training such as recertification, weapons training and qualifications, use of force, court room testimony, search and seizure, etc.

Met with the community to seek ways of improving services and meeting the goals of the department and city to protect our citizens and keep Palmer safe.

Purchased 9 new patrol rifles.

Laid groundwork for a new Public Safety Building that included: identifying space requirement to meet the needs of the Alaska State Troopers, funding sources, city council support.

Collapsed sewer drain repair.

Participated in numerous community PR and outreach events such as: Special Olympic events including the Torch Run, Bike with a COP program (part of the PPD bike patrol program), Colony Days events (Bicycle helmet give away and Bicycle drawing), Alaska Highland Games, Halloween/ trick or treat street, etc.

2025 Projects and Initiatives:

Recarpet existing building at 423 and 453 South Valley Way.

Repaint building inside and out

Continue to lay groundwork for the New Public Safety Building.

Purchase Public Safety Building site or set plan in place to do so.

Continue to support public programs

Purchase 8 additional patrol rifles which will be the last part of the patrol rifle refresh that started in 2024.

Continue to train personnel and develop inhouse certified instructors.

**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

		2021	2022	2023	2024	2025	
		ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED	\$Incr.(Decr.)
Police Department Expenditures							
01-12-10-6011	Regular Salaries	808,433	1,087,328	1,215,414	1,442,107	1,466,061	23,954
01-12-10-6012	Regular Benefits	662,669	846,312	1,030,906	1,183,670	1,203,735	20,065
01-12-10-6013	PT Salaries	6,917	26,715	17,525	35,000	20,000	(15,000)
01-12-10-6015	Regular Overtime	155,146	236,215	209,960	190,500	150,000	(40,500)
01-12-10-6016	Part Time Overtime	(250)	659	278	5,000	5,000	-
01-12-10-6019	Leave Expense	53,913	75,664	64,572	40,000	40,000	-
01-12-10-6020	Uniform Allowance Reimb.	7,420	7,700	8,330	9,520	9,520	-
01-12-10-6022	Advertising	0	404	0	1,000	1,000	-
01-12-10-6023	Subscriptions & Dues	1,295	1196	993	700	700	-
01-12-10-6024	Travel	16,435	25,110	19,879	45,000	30,000	(15,000)
01-12-10-6026	Training	14,726	19,464	8,362	42,500	30,000	(12,500)
01-12-10-6027	Legal Fees	4,156	2,640	17,856	20,000	15,000	(5,000)
01-12-10-6028	Court System Admin Fees	2,062	787	960	4,000	1,500	(2,500)
01-12-10-6029	Services	43,929	55,988	41,260	40,000	45,000	5,000
01-12-10-6031	Telephone	13,054	13,259	16,871	16,500	17,000	500
01-12-10-6035	Fuel	31,881	49,709	50,086	50,000	50,000	-
01-12-10-6037	Insurance	56,482	58,144	85,945	114,784	124,120	9,336
01-12-10-6038	Vehicle Insurance	26,867	27,380	26,074	27,600	27,600	-
01-12-10-6039	Video Security System	3,840	3,938	4,194	5,600	5,600	-
01-12-10-6041	Office Supplies	5,540	5,505	7,216	8,000	8,000	-
01-12-10-6043	Uniform Expenditure	8,304	12,894	16,248	20,000	20,000	-
01-12-10-6044	Operating Supplies	17,611	17,777	19,259	20,000	20,000	-
01-12-10-6046	Small tools and equipment	21,085	16,748	49,646	50,000	40,000	(10,000)
01-12-10-6053	Equipment	3,368	6,633	2,785	7,500	7,500	-
01-12-10-6054	Office Equipment	31,457	33,928	44,204	50,000	70,000	20,000
01-12-10-6058	Postage	1,104	418	413	500	500	-
01-12-10-6071	Community Planning	3,027	4,716	5,582	5,000	6,000	1,000
01-12-10-6100	SART Donation	2,500	2,500	2,500	2,500	2,500	-
01-12-10-6112	Rowland Memorial Fund Exp	2,000	1,000	2000	2,000	2,000	-
TOTAL Police Administration		2,004,971	2,640,731	2,969,318	3,438,981	3,418,336	(20,645)

**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

	2021	2022	2023	2024	2025	
	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED	\$Incr.(Decr.)
Animal Control Expenditures						
01-12-30-6030 Contractual Services	20,298	24,725	30,157	29,718	29,718	0
TOTAL Animal Control	20,298	24,725	30,157	29,718	29,718	0
State Trooper Building Expenditures						
01-12-40-6033 Heat	7346	9220	10,471	7,800	7,800	0
01-12-40-6034 Water/Sewer/Garbage	2,821	3,932	4,860	5,800	5,800	0
01-12-40-6037 Insurance	2,145	2,205	2,510	3,034	3,301	267
01-12-40-6045 Repair & Maintenance	4,000	20,906	12,865	20,000	20,000	0
01-12-40-6048 Janitorial Supplies	938	576	33	1,000	1,000	0
TOTAL State Trooper Building	17,251	36,839	30,739	37,634	37,901	267
Jail Expenditures						
01-12-50-6045 Repair & Maintenance	940	5,628	1,132	5,500	5,500	0
TOTAL Jail	940	5,628	1,132	5,500	5,500	0
Police Building Expenditures						
01-12-60-6029 Services	557	33,534	40,573	41,400	35,000	(6,400)
01-12-60-6032 Power	21,730	21,505	20,244	22,000	22,000	0
01-12-60-6033 Heat	11,715	11,625	9,993	13,000	13,000	0
01-12-60-6034 Water/Sewer/Garbage	9,000	8,881	8,305	9,400	9,400	0
01-12-60-6037 Insurance	2,554	2,711	3,652	5,184	5,659	475
01-12-60-6045 Repair & Maintenance	12,980	12,953	7,383	13,000	13,000	0
01-12-60-6048 Janitorial Supplies	2,675	1,644	3,107	4,000	4,000	0
TOTAL Police Building	61,211	92,853	93,257	107,984	102,059	(5,925)

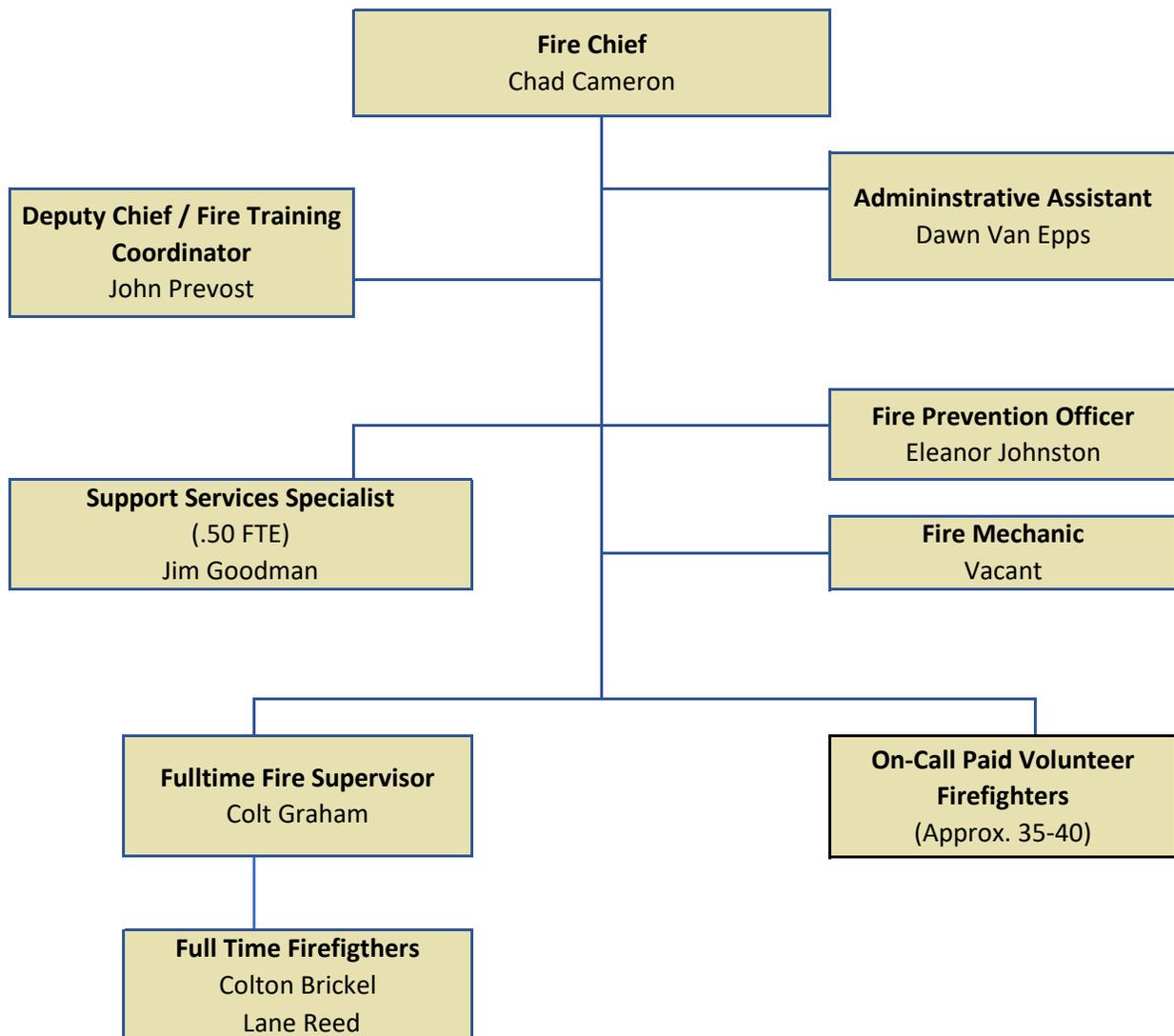
**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

Dispatch	2021	2022	2023	2024	2025	
	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED	\$Incr.(Decr.)
Communication Ctr Expenditures				BUDGET	BUDGET	
01-12-70-6011 Regular Salaries	314,347	478,064	420,450	529,183	286,864	(242,319)
01-12-70-6012 Regular Benefits	265,257	366,221	402,406	456,730	264,409	(192,321)
01-12-70-6013 PT Salaries	18,569	57,618	44,162	35,000	35,000	0
01-12-70-6015 Regular Overtime	70,805	90,585	119,239	80,000	50,000	(30,000)
01-12-70-6016 PT Overtime	2,373	5,099	3,942	5,000	5,000	0
01-12-70-6019 Leave Expense	15,751	15,186	16,189	10,000	10,000	0
01-12-70-6023 Subscription & Dues	0	0	0	500	500	0
01-12-70-6024 Travel	10,137	5,634	6,432	11,000	6,000	(5,000)
01-12-70-6026 Training	2,919	2,567	2,865	5,500	4,000	(1,500)
01-12-70-6027 Legal Fees	154	0	0	500	0	(500)
01-12-70-6029 Services	49,123	52,153	56,183	60,000	60,000	0
01-12-70-6030 Contractual Services	27,744	9,837	14,441	28,500	28,500	0
01-12-70-6031 Telephone	5,616	5,687	8,477	7,400	7,400	0
01-12-70-6032 Power	15,762	11,193	11,546	12,000	12,000	0
01-12-70-6034 Water-Sewer-Garbage	1,960	2,733	3,378	4,100	4,100	0
01-12-70-6037 Insurance	18,493	19,613	25,762	38,812	44,050	5,238
01-12-70-6041 Office Supplies	1,106	619	1,299	1,500	1,500	0
01-12-70-6043 Uniform Expenditure	123	40	1,269	2,500	2,500	0
01-12-70-6044 Operating Supplies	308	742	943	1,500	1,500	0
01-12-70-6045 Repair & Maintenance	4,502	2,251	0	7,000	7,000	0
01-12-70-6054 Office Equipment	6,840	14,874	7,270	14,000	25,000	11,000
TOTAL Communications	831,889	1,140,716	1,146,253	1,310,725	855,323	(455,402)
TOTAL Police Department Expenditures	2,936,561	3,941,492	4,270,856	4,930,542	4,448,837	(481,705)



2025 Fire Department Organizational Chart

TOTAL EMPLOYEES:
Full Time: 8
Part Time: 1



Department Duties

- Fire Rescue Response
- Fire Inspection
- Fire Safety Education
- Fire Prevention

City of Palmer
FY 2025
Department Budget
Fire

Mission

We the members of the City of Palmer Fire & Rescue dedicate our efforts to ensure the safety and welfare of the public through the preservation of life, property, and the environment. Our trained professionals perform this service in an efficient and cost-effective manner.

Core Values

Excellence, Professionalism, Integrity, Community and Service

Vision

To provide service to the community at the highest level of professionalism possible.

Proud of our past and embracing our future, the members of Palmer Fire & Rescue will work as an effective and integrated team, dedicated to continuous improvement and maintaining a positive environment.

The department will be a role model to others and the pride of the community.

Highlights for 2025:

- Add additional funding to the fleet replacement account to assure adequate funding when apparatus need to be replaced
- Continue work on updating/repairing facilities
- Purchase air packs to replace outdated and non-repairable packs
- Replace 1994 light fire attack apparatus.
- Pave training center and community development parking areas following completion of drainage work
- Begin remodel at station 3-1 to bring the facility in line with NFPA standards and add crew quarters to allow for overnight staffing
- Begin to replace radios that must be phased out by 2026

**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

	2021	2022	2023	2024	2025	
	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED	\$Incr.(Decr.)
Fire Administration Expenditures				BUDGET	BUDGET	
01-13-10-6011 Regular Salaries	174,749	256,747	298,010	593,470	637,108	43,638
01-13-10-6012 Regular Benefits	152,460	197,239	252,327	527,643	556,100	28,457
01-13-10-6013 PT Salaries	180,770	279,538	326,849	372,873	350,000	(22,873)
01-13-10-6015 Regular Overtime	4,703	10,496	12,460	24,000	24,000	0
01-13-10-6016 Part Time Over Time	0	1,365	368	0	0	0
01-13-10-6019 Leave Expense	25,068	0	10,486	5,000	0	(5,000)
01-13-10-6023 Subscriptions & Dues	6,149	6,584	6,459	8,000	7,000	(1,000)
01-13-10-6024 Travel	7,243	5,129	13,413	16,000	12,000	(4,000)
01-13-10-6026 Training	10,313	12,196	17,168	44,000	30,000	(14,000)
01-13-10-6027 Legal Fees	2,224	882	1,325	3,000	2,500	(500)
01-13-10-6029 Services	7,340	3,338	19,562	16,000	20,000	4,000
01-13-10-6030 Contractual Services	12,668	20,724	22,563	32,000	32,000	0
01-13-10-6031 Telephone	10,528	12,604	20,892	20,000	20,000	0
01-13-10-6032 Power	11,274	11,159	11,888	13,000	13,000	0
01-13-10-6033 Heat	7,440	7,620	7,883	12,000	12,000	0
01-13-10-6034 Water/Sewer/Garbage	3,099	2,786	3,071	5,000	7,500	2,500
01-13-10-6035 Fuel	28,244	43,875	35,323	40,000	44,000	4,000
01-13-10-6036 Rental & Lease	22,700	22,700	22,700	22,700	34,050	11,350
01-13-10-6037 Insurance	17,396	21,070	31,760	46,416	57,156	10,740
01-13-10-6038 Vehicle Insurance	17,650	17,223	17,450	18,500	18,500	0
01-13-10-6041 Office Supplies	2,228	2,024	2,579	5,000	5,500	500
01-13-10-6043 Uniform Expenditure	18,233	7,758	20,271	20,000	25,000	5,000
01-13-10-6044 Operating Supplies	4,781	8,764	13,366	12,000	20,000	8,000
01-13-10-6045 Repair & Maintenance	12,092	19,469	14,003	23,000	20,000	(3,000)
01-13-10-6046 Small Tools & Equipment	7,374	10,829	17,112	37,000	38,000	1,000
01-13-10-6048 Janitorial Supplies	397	333	373	1,500	2,500	1,000
01-13-10-6053 Equipment	15,868	34,217	23,989	35,000	60,000	25,000
01-13-10-6054 Office Equipment	16,419	9,517	12,951	24,000	24,000	0
01-13-10-6055 Rescue Equipment	8,080	33,710	1,377	0	0	0
01-13-10-6058 Postage	8	3	0	500	0	(500)
TOTAL Fire Administration	787,498	1,059,899	1,237,978	1,977,602	2,071,914	94,312

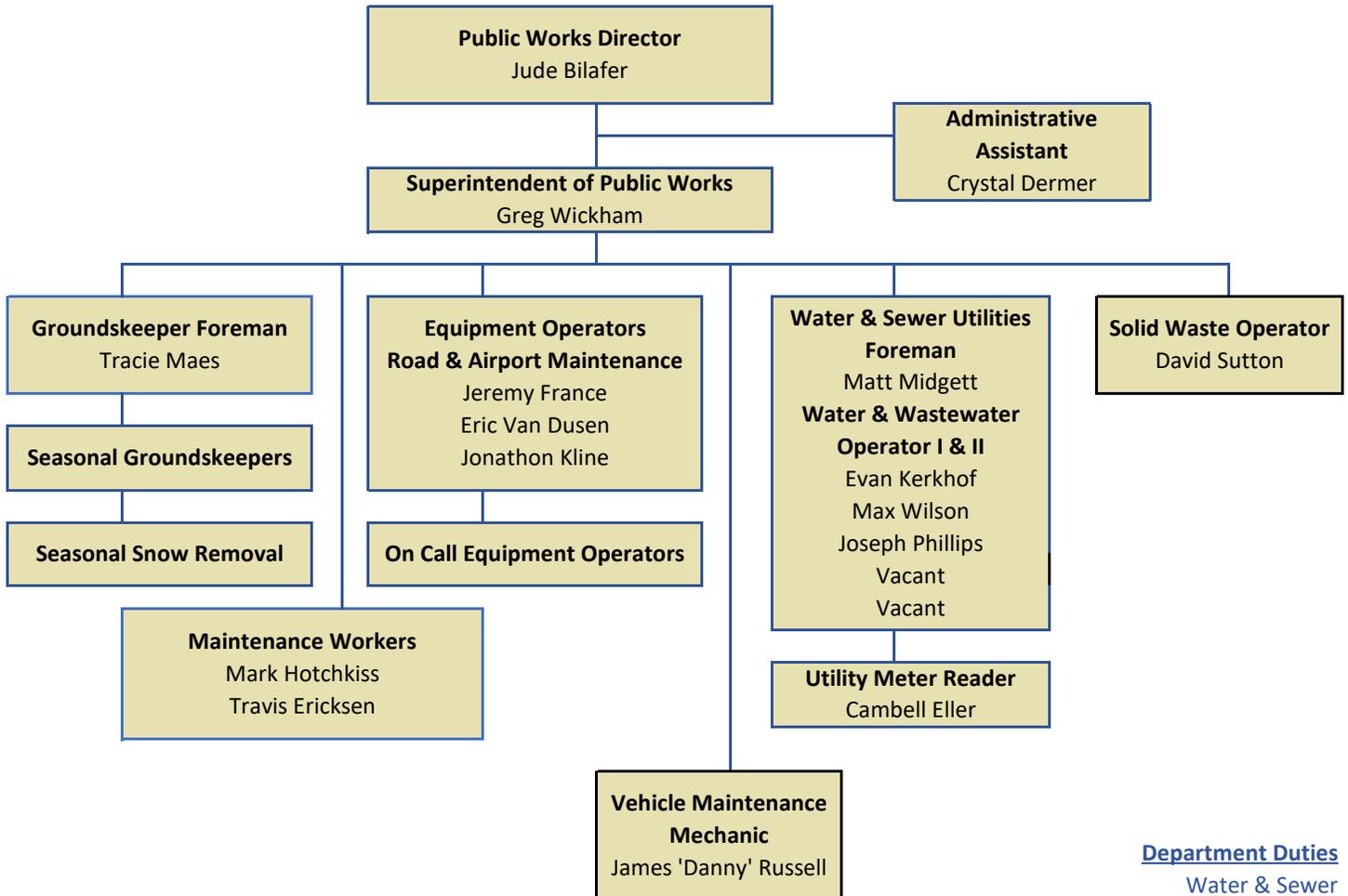
**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

	2021	2022	2023	2024	2025	
	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED	\$Incr.(Decr.)
				BUDGET	BUDGET	
Fire Building Maintenance						
01-13-30-6024 Travel	1,764	0	0	0	0	0
01-13-30-6026 Training	850	0	0	0	0	0
01-13-30-6045 Repair & Maintenance	13,251	25,885	12,162	23,000	25,000	2,000
TOTAL Fire Building Maintenance	15,865	25,885	12,162	23,000	25,000	2,000
Fire Vehicle Maintenance						
01-13-80-6042 Vehicle Supplies	15,124	33,786	27,060	30,000	30,000	0
TOTAL Fire Vehicle Maintenance	15,124	33,786	27,060	30,000	30,000	0
TOTAL Fire Dept Expenditures	818,488	1,119,570	1,277,200	2,030,602	2,126,914	96,312



2025 Department of Public Works Organizational Chart

TOTAL EMPLOYEES:
Full Time: 18
Part Time: 0



Department Duties

Water & Sewer
Building, Road & Vehicle Maintenance
Solid Waste
Airport Maintenance
Facilities Maintenance
P&R Right of Ways

City of Palmer
FY 2025
Department Budget
Public Works

The Palmer Public Works Department is a fiscally responsible organization committed to providing exceptional services and projects benefitting both residents and visitors. The department is responsible for the development and oversight of the maintenance and construction of city infrastructure which includes city water, sewer, roads, parks, buildings, and solid waste collection, street lighting, vehicle maintenance for all City vehicles, maintenance of the Palmer Municipal Airport runways, taxiways, lighting, and parking aprons.

Plans for 2025:

- Design / Construct Paved Pathway to AK State Fair Entrance
- Upgrade / pave three gravel City roads
- Seek funding initiatives to pave all City of Palmer streets.
- Repair / Upgrade Fireweed Avenue Railroad Crossing
- Expand the asphalt preservation program by increasing the yearly crack sealing and repairing of existing roadways & potholes, pedestrian pathways, airport taxiways & runways.
- Continue line painting for traffic control and pedestrian crossings.
- Continue to replace damaged sidewalk sections as funding allows.

**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

Public Works		2021	2022	2023	2024	2025	\$Incr.(Decr.)
		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	PROPOSED BUDGET	
Adminstration Expenditures							
01-17-10-6011	Regular Salaries	341,699	382,304	387,624	420,080	440,112	20,032
01-17-10-6012	Regular Benefits	243,542	232,119	281,560	320,056	331,462	11,406
01-17-10-6014	Standby Pay	0	0	18,354	6,000	6,000	0
01-17-10-6015	Regular Overtime	1,977	3,824	6,059	4,500	4,500	0
01-17-10-6019	Leave Expense	18,334	8,903	9,246	8,000	0	(8,000)
01-17-10-6022	Advertising	292	0	214	500	500	0
01-17-10-6024	Travel	0	0	0	500	500	0
01-17-10-6026	Training	0	278	4,429	3,000	500	(2,500)
01-17-10-6027	Legal Fees	3,696	4,570	4,246	2,500	5,000	2,500
01-17-10-6029	Services	3,215	2,119	2,419	5,500	5,000	(500)
01-17-10-6030	Contractual Services	57,636	67,673	63,946	72,000	72,000	0
01-17-10-6031	Telephone	7,079	7,202	10,136	11,000	11,000	0
01-17-10-6032	Power	16,535	16,048	15,864	16,000	16,000	0
01-17-10-6033	Heat	16,610	14,605	16,522	18,000	18,000	0
01-17-10-6034	Water/Sewer/Garbage	11,743	12,319	12,447	12,500	12,500	0
01-17-10-6036	Rental & Lease	0	0	0	13,200	0	(13,200)
01-17-10-6037	Insurance	40,660	51,603	68,092	93,652	100,446	6,794
01-17-10-6038	Vehicle Insurance	19,663	19,293	21,326	19,873	19,873	0
01-17-10-6041	Office Supplies	3,272	2,988	4,342	4,000	4,000	0
01-17-10-6044	Operating Supplies	347	1,080	3,223	500	2,500	2,000
01-17-10-6045	Repair & Maintenance	15,211	13,402	9,334	15,000	15,000	0
01-17-10-6046	Small Tools & Equipment	1,148	296	1,175	2,000	2,000	0
01-17-10-6048	Janitorial Supplies	484	1,152	816	1,500	1,500	0
01-17-10-6053	Equipment	74	0	143	1,500	1,500	0
01-17-10-6054	Office Equipment	3,627	10,238	2,913	20,000	9,500	(10,500)
01-17-10-6058	Postage	98	135	32	500	500	0
01-17-10-6072	Unemployment Taxes	514	592	1,611	0	0	0
01-17-10-6096	Computer Services	4,831	0	0	5,000	0	(5,000)
TOTAL PW Administration		812,287	852,743	946,073	1,076,861	1,079,893	3,032

**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

Public Works	2021	2022	2023	2024	2025	
Roads Expenditures	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED	\$Incr.(Decr.)
01-17-40-6011 Regular Salaries	202,177	203,522	183,359	249,672	257,049	7,377
01-17-40-6012 Regular Benefits	173,907	144,266	176,775	234,296	228,690	(5,606)
01-17-40-6013 Part Time Salaries	13,804	13,562	16,793	28,000	28,000	0
01-17-40-6014 PW Standby Pay	4,145	5,693	14,116	16,000	16,000	0
01-17-40-6015 Regular Overtime	5,688	19,124	24,541	7,000	7,000	0
01-17-40-6016 PT Overtime	743	715	546	1,500	1,500	0
01-17-40-6019 Leave Expense	0	362	1,814	0	0	0
01-17-40-6030 Contractual Services	49,169	96,035	177,628	80,000	85,000	5,000
01-17-40-6036 Rental & Lease	8,617	9,207	8,347	13,200	13,200	0
01-17-40-6044 Operating Supplies	14,423	9,542	8,012	12,500	12,500	0
01-17-40-6045 Repair & Maintenance	21,373	44,521	82,156	80,000	90,000	10,000
01-17-40-6049 Chemicals & Dust Control	8,550	6,480	7,950	8,000	9,700	1,700
01-17-40-6065 Road Painting Services	33,963	74,078	82,965	85,000	131,823	46,823
01-17-40-6066 Road Salt And Sand	42,435	43,436	40,325	51,000	51,000	0
01-17-40-6067 Safety Equipment	1,167	2,397	2,538	2,000	2,500	500
01-17-40-6068 Crack Sealing	29,115	34,988	39,713	42,000	43,500	1,500
01-17-40-6075 Christmas Decorations	9,434	1,706	11,885	10,000	10,000	0
01-17-40-6079 Infared Pavement Repair	21,200	18,250	25,550	25,600	27,000	1,400
TOTAL PW Roads	639,910	727,884	905,013	945,768	1,014,462	68,694

**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

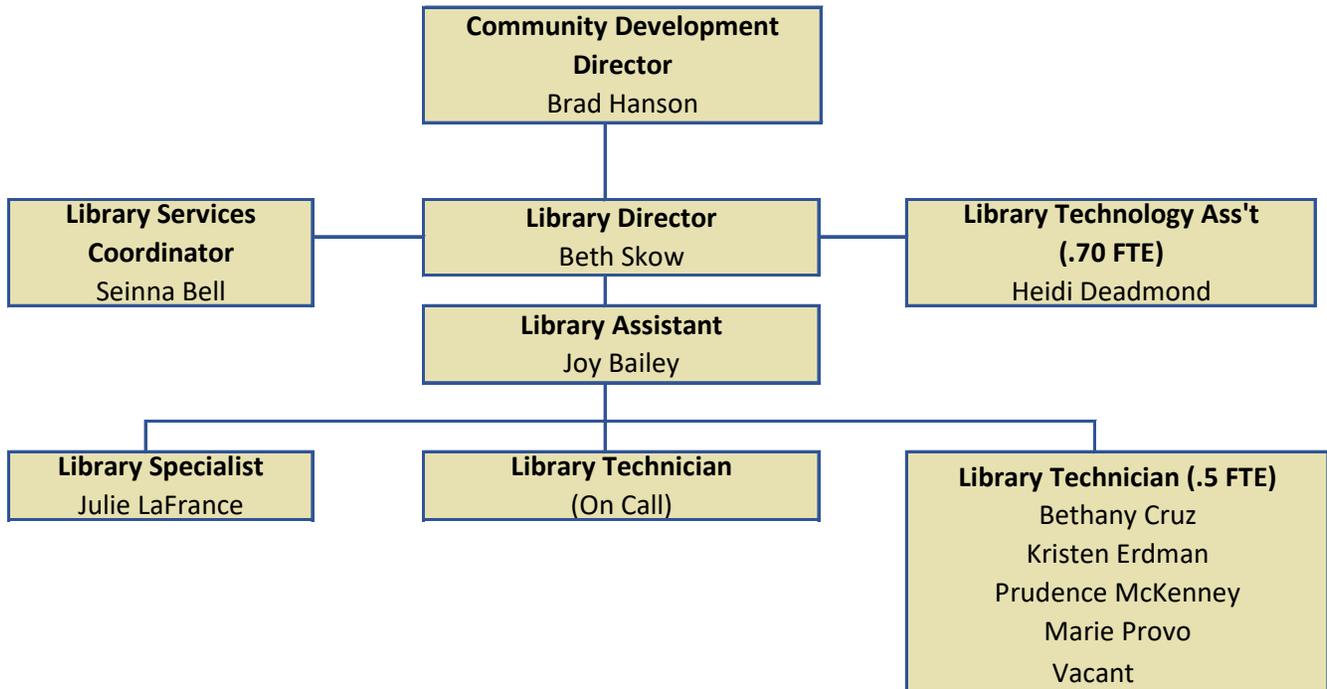
		2021	2022	2023	2024	2025	
		ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED	\$Incr.(Decr.)
					BUDGET	BUDGET	
Public Works							
Engineering Expenditures							
01-17-50-6028	Engineering	0	5,121	0	5,000	5,000	0
TOTAL PW Engineering		0	5,121	0	5,000	5,000	0
Street Light Maintenance Expenditures							
01-17-60-6032	Power	100,101	101,101	105,527	115,000	117,000	2,000
01-17-60-6044	Operating Supplies	3,781	644	0	5,000	5,000	0
01-17-60-6045	Repair & Maintenance	16,329	6,937	8,608	16,000	16,000	0
TOTAL PW Street Light Maintenance		120,210	108,682	114,135	136,000	138,000	2,000
Vehicle Maintenance Expenditures							
01-17-80-6011	Regular Salaries	71,169	74,157	79,364	82,526	85,070	2,544
01-17-80-6012	Regular Benefits	64,908	60,658	76,968	63,479	65,981	2,502
01-17-80-6015	Regular Overtime	401	1,754	223	1,000	1,000	-
01-17-80-6019	Leave Expense	3,341	8,728	3,712	4,000	-	(4,000)
01-17-80-6035	Fuel	37,907	64,553	49,848	53,500	53,500	-
01-17-80-6042	Vehicle Supplies	26,582	18,401	35,635	35,000	35,000	-
01-17-80-6045	Repair & Maintenance	20,336	33,057	31,134	40,000	40,000	-
01-17-80-6046	Small Tools & Equipment	1,799	1,299	2,841	3,000	4,500	1,500
01-17-80-6067	Safety Equipment	559	541	19	500	500	-
01-17-80-6083	Vehicle Supplies-Police	20,909	22,680	16,411	20,000	20,000	-
01-17-80-6084	Vehicle Supplies - Library	326	0	0	300	300	-
TOTAL PW Vehicle Maintenance		248,237	285,828	296,155	303,305	305,851	2,546

**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

		2021	2022	2023	2024	2025	
		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	PROPOSED BUDGET	\$Incr.(Decr.)
Public Works							
Parks & Recreation Expenditures							
01-17-90-6011	Regular Salaries	23,452	27,948	27,454	30,932	31,720	788
01-17-90-6012	Regular Benefits	14,963	20,055	25,089	36,566	42,590	6,024
01-17-90-6013	PT Salaries	43,936	32,311	49,142	46,265	55,265	9,000
01-17-90-6015	Regular Overtime	1,337	1,607	856	2,000	2,000	0
01-17-90-6016	PT - Overtime	84	183	87	500	500	0
01-17-90-6029	Services	98	0	0	700	0	(700)
01-17-90-6032	Power	1,094	1255	1288	850	700	(150)
01-17-90-6034	Water/Sewer/Garbage	608	0	0	0	0	0
01-17-90-6035	Fuel	4,690	5,659	5,184	8,500	3,000	(5,500)
01-17-90-6044	Operating Supplies	14,964	3,123	10,921	12,500	8,200	(4,300)
01-17-90-6045	Repair & Maintenance	12,657	11,438	2,083	9,500	7,800	(1,700)
01-17-90-6053	Equipment	0	0	0	0	23,000	23,000
01-17-90-6067	Safety Equipment	306	240	273	1,000	300	(700)
01-17-90-6072	Unemployment Tax	0	0	0	0	0	0
TOTAL PW Parks & Recreation		118,189	103,819	122,377	149,313	175,075	25,762
TOTAL Public Works Department		1,938,832	2,084,077	2,383,753	2,616,247	2,718,281	102,034



2025 Library Organizational Chart



City of Palmer
FY 2025
Department Budget
Library

The Palmer Public Library provides impartial and equitable access to information for all through its broad collection of media, Wi-Fi, technology, and other library services. The library is committed to being a life-long resource of information, education, and leisure. To that end, the library offers enriching programming and a collection that targets all ages.

Highlights for 2025:

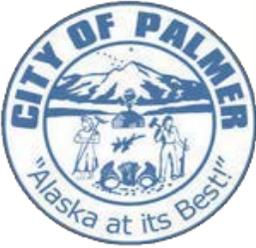
- Provide the highest level of customer service
- Provide the best possible patron library experience in the Temporary Library.
- Offer programming to all ages in a variety of formats
- Work with the public to provide a modern public library
- Provide a robust Library Website with a variety of up-to-date resources
- Enhance advertising of library programs and resources
- Offer laptop and iPad for home check out to library patrons
- Maintain a relevant library collection

**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

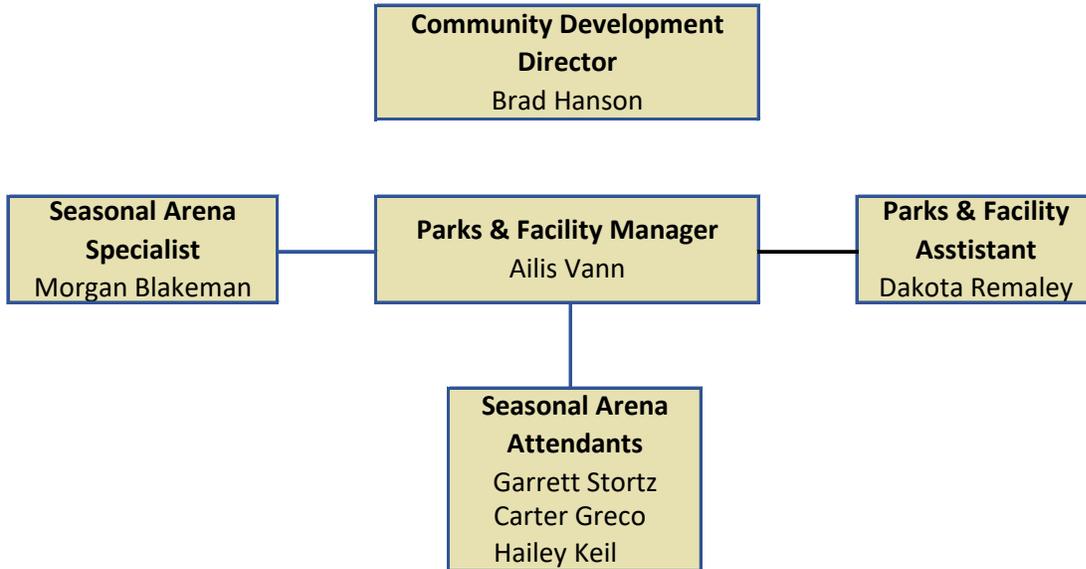
		2021	2022	2023	2024	2025	
		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	PROPOSED BUDGET	\$Incr.(Decr.)
Library Expenditures							
01-19-10-6011	Regular Salaries	233,839	249,199	256,597	275,036	276,442	1,406
01-19-10-6012	Regular Benefits	133,876	130,803	179,876	240,210	253,028	12,818
01-19-10-6013	PT Salaries	103,542	133,388	125,627	170,507	174,383	3,876
01-19-10-6015	Regular Overtime	268	0	194	300	300	0
01-19-10-6016	PT Overtime	158	117	129	117	0	(117)
01-19-10-6019	Leave Expense	0	689	11,280	0	0	0
01-19-10-6022	Advertising	128	0	92	0	0	0
01-19-10-6023	Subscriptions & Dues	200	810	275	300	300	0
01-19-10-6024	Travel	70	70	412	4,000	2,500	(1,500)
01-19-10-6026	Training	913	364	1,261	1,750	1,750	0
01-19-10-6027	Legal	0	0	756	0	3,000	3,000
01-19-10-6029	Services	61	61	227	2,100	2,100	0
01-19-10-6030	Contractual Services	27,153	26,209	45,349	30,000	30,000	0
01-19-10-6031	Telephone	6,856	7,059	10,076	9,300	9,000	(300)
01-19-10-6032	Power	21,752	22,443	3,396	0	360	360
01-19-10-6033	Heat	6,088	6,163	2,411	0	0	0
01-19-10-6034	Water/Sewer/Garbage	4,415	4,568	2,065	0	480	480
01-19-10-6035	Fuel	0	0	188	600	600	0
01-19-10-6036	Rental & Lease	324	324	324	146,400	146,400	0
01-19-10-6037	Insurance	14,024	15,458	20,133	27,791	31,097	3,306
01-19-10-6038	Vehicle Insurance	350	325	300	330	330	0
01-19-10-6040	Supplies/Books/Subscriptions	38,837	37,804	39,493	50,000	40,000	(10,000)
01-19-10-6041	Office Supplies	1,131	3,168	2,737	2,500	2,500	0
01-19-10-6044	Operating Supplies	8,070	9,205	9,486	10,000	8,000	(2,000)
01-19-10-6045	Repair & Maintenance	7,254	4,622	19,235	9,000	9,000	0
01-19-10-6048	Janitorial Supplies	2,057	2,614	2,213	3,000	3,000	0
01-19-10-6054	Office Equipment	9,125	7,114	17,902	24,000	15,000	(9,000)
01-19-10-6058	Postage	6,141	6,184	3,810	6,500	6,500	0
01-19-10-6060	Lease - Principal	0	0	89,766	0	0	0
01-19-10-6062	Lease - Interest	0	0	12,399	0	0	0
01-19-10-6063	Captial Outlay Leases	0	0	369,174	0	0	0
TOTAL Library		626,632	668,761	1,227,183	1,013,741	1,016,070	2,329
Public Assistance Grants							
01-19-23-6030	Contractual Services	0	5,000	2,743	0	0	0
01-19-23-6040	Supplies/Books/Subscriptions	7,000	2,000	4,258	0	0	0
01-19-23-6044	Operating Supplies	1,725	4,536	0	7,000	7,000	0
01-19-23-6053	Office Equipment	10	0	0	0	0	0
01-19-23-6055	ALA Disaster Expenses	0	0	4,285	715	0	(715)
TOTAL Public Assistance Grants		8,735	11,536	11,286	7,715	7,000	(715)

**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

Library	2021	2022	2023	2024	2025	
Other Grants	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED	\$Incr.(Decr.)
				BUDGET	BUDGET	
01-19-27-6024 Travel	0	0	1,018	0	0	0
01-19-27-6026 Training	0	225	232	0	0	0
TOTAL Other Grants	0	225	1,250	0	0	0
TOTAL Library Expenditures	635,367	680,522	1,239,719	1,021,456	1,023,070	1,614



2025 MTA Events Center Organizational Chart



City of Palmer
FY 2025
Department Budget
Library

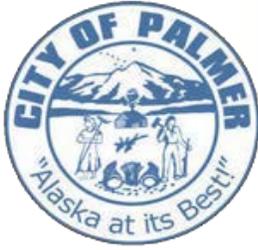
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Highlights for 2025:

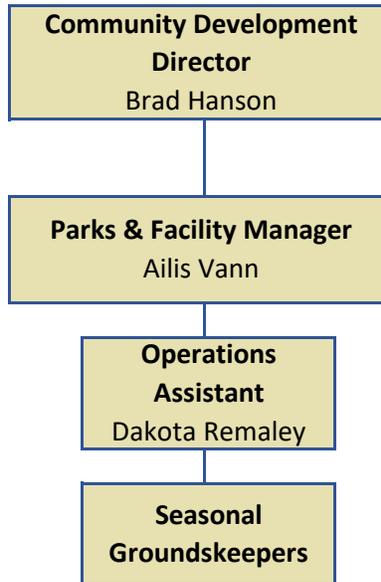
- Provide the highest level of customer service
- Provide the best possible patron library experience in the Temporary Library.
- Offer programming to all ages in a variety of formats
- Work with the public to provide a modern public library
- Provide a robust Library Website with a variety of up-to-date resources
- Enhance advertising of library programs and resources
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- Maintain a relevant library collection

**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

		2021	2022	2023	2024	2025	
		ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED	\$Incr.(Decr.)
MTA Events Center Expenditures					BUDGET	BUDGET	
01-19-40-6011	Regular Salaries	27,646	45,933	50,101	84,495	84,784	289
01-19-40-6012	Regular Benefits	22,933	41,268	47,447	93,937	85,218	(8,719)
01-19-40-6013	PT Salaries	71,171	81,448	83,597	84,397	86,639	2,242
01-19-40-6015	Overtime-Regular	826	0	0	1,500	1,500	0
01-19-40-6016	Overtime-PT	7,624	6,070	2,287	1,500	1,500	0
01-19-40-6019	Leave Expense	0	5,863	3,455	0	0	0
01-19-40-6022	Advertising	200	0	360	1,000	750	(250)
01-19-40-6026	Training	0	0	96	1,000	1,000	0
01-19-40-6029	Services	857	1,637	2,138	1,500	1,500	0
01-19-40-6030	Contractual Services	5,883	21,878	12,339	25,000	25,000	0
01-19-40-6031	Telephone	3,703	3,827	4,163	7,200	6,500	(700)
01-19-40-6032	Power	89,577	100,723	110,582	94,000	100,000	6,000
01-19-40-6033	Heat	30,222	33,294	37,323	42,000	38,000	(4,000)
01-19-40-6034	Water/Sewer/Garbage	8,892	8,966	9,098	10,000	10,000	0
01-19-40-6035	Fuel	2,839	4,139	3,518	4,000	1,200	(2,800)
01-19-40-6036	Rental & Lease	0	0	160	1,000	1,000	0
01-19-40-6037	Insurance	11,253	13,906	16,602	18,594	22,077	3,483
01-19-40-6040	Supplies/Vending Soda	4,218	11,068	13,897	12,000	12,000	0
01-19-40-6044	Operating Supplies	3,808	5,565	4,673	4,000	4,300	300
01-19-40-6045	Repair & Maintenance	17,821	23,110	16,267	25,000	80,000	55,000
01-19-40-6048	Janitorial Supplies	3,407	3,709	4,074	4,000	4,000	0
01-19-40-6053	Equipment	1,020	3,426	4,634	1,000	16,000	15,000
01-19-40-6054	Office Equipment	758	1,188	1,717	2,000	3,000	1,000
01-19-40-6060	Bond Principal	90,000	300,000	0	0	0	0
01-19-40-6062	Interest Expense	18,600	17,746	0	0	0	0
01-19-40-6072	Unemployment Taxes	105	896	2,583	0	0	0
TOTAL MTA Events Center		423,364	735,660	431,111	519,123	585,968	66,845



2025 Parks & Facility Organizational Chart



**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL FUND**

Community Services	2021	2022	2023	2024	2025	
Parks & Facilities Expenditures	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED	\$Incr.(Decr.)
01-19-90-6011 Regular Salaries	0	17,610	18,737	35,613	36,541	928
01-19-90-6012 Regular Benefits	23	9,120	12,891	42,532	43,485	953
01-19-90-6013 PT Salaries	0	36,804	48,671	53,065	52,474	(591)
01-19-90-6015 Regular Overtime	0	0	0	0	500	500
01-19-90-6016 PT- Overtime	0	2,299	257	500	500	0
01-19-90-6022 Advertising	96	0	0	1,500	750	(750)
01-19-90-6029 Services	467	0	0	2,200	1,500	(700)
01-19-90-6030 Contractual Services	0	0	0	5,000	3,500	(1,500)
01-19-90-6034 Water/Sewer/Garbage	0	608	765	1,000	1,000	0
01-19-90-6035 Fuel	0	4,935	6,078	4,500	4,500	0
01-19-90-6036 Rental & Lease	250	1,272	367	1,750	1,750	0
01-19-90-6038 Vehicle Insurance	0	0	140	400	0	(400)
01-19-90-6044 Operating Supplies	101	9,922	11,850	10,500	11,000	500
01-19-90-6045 Repair & Maintenance	0	2,468	6,548	8,000	8,500	500
01-19-90-6053 Equipment	0	0	7,240	25,000	12,000	(13,000)
01-19-90-6059 Board Stipends	300	300	650	1,500	1,000	(500)
01-19-90-6072 Unemployment Tax	0	0	192	0	0	0
TOTAL Community Services Parks & Facilities	1,237	85,338	114,386	193,060	179,000	(14,060)
TOTAL General Fund Expenditures	10,598,013	14,149,283	16,726,345	18,417,660	15,274,834	(3,142,826)
TOTAL Revenue Over (Under) Expenditures	3,153,254	1,973,245	25,642	(3,156,756)	1,377,474	

RECONCILIATION OF FUND BALANCE
WATER AND SEWER FUND
FUND 02

	2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	2025 PROPOSED BUDGET
TOTAL REVENUES	\$ 4,137,571	\$ 3,743,877	\$ 3,953,000	\$ 4,421,200
TOTAL EXPENSES	\$ 5,885,120	\$ 5,955,304	\$ 3,827,304	\$ 3,416,821

Unrestricted Net Position 12/31/2023 \$ 1,868,203

Fiscal Year 2024 operations:

Budgeted operating revenues	\$ 3,953,000	
Budgeted operating expenses	\$ (3,118,354)	
Resolution 24-019 Loader	\$ (139,950)	
Resolution 24-021 UV Channels	\$ (569,000)	
Estimated adjustment to net position		\$ 125,696

Estimated total unrestricted net position 12/31/2024 \$ 1,993,899

Fiscal Year 2025 Operations:

Budgeted operating revenues	\$ 4,421,200	
Budgeted operating expenses	\$ (3,416,821)	
Back to General Fund	\$ (550,000)	
Estimated adjustment to net position		\$ 454,379

Estimated unrestricted net position 12/31/2025 \$ 2,448,278

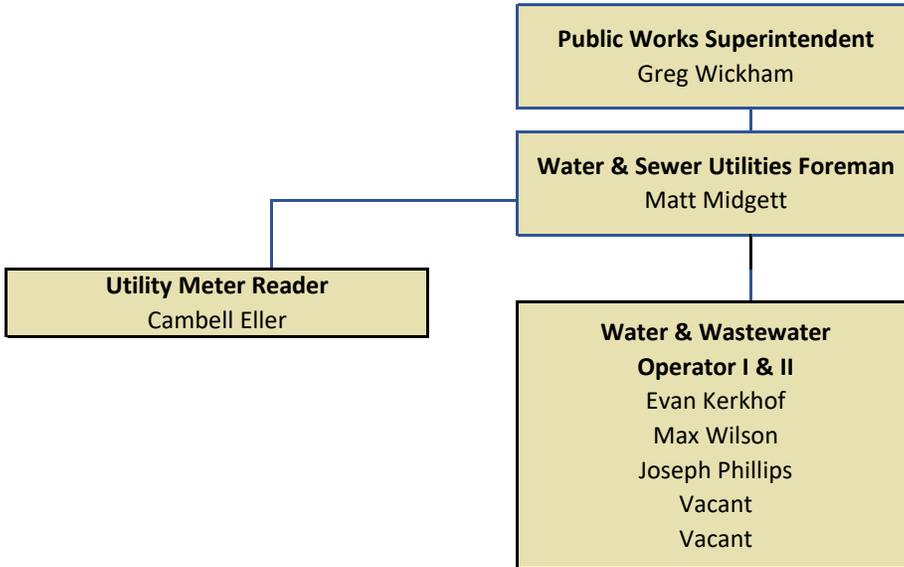
Historical Information on General Fund Loans to the Water - Sewer Fund

Date	Dollar Amt	Resolution	Purpose
2/14/2017	\$1,000,000	17-001 A *	Additional Funding Needed for WWTP Ph 1 - MBBR
5/11/2021	\$1,580,000	21-019 *	Additional Funding Needed for WWTP Ph 2 -Clarifiers
9/27/2022	\$161,184	22-028	Funding shortage between SLFRF (ARPA) Funds received and the April 1, 2022 date for the State Grant for the WWTP Phase 2
4/22/2024	<u>\$2,741,184</u>		Current Balance WS Fund owes the General Fund

Payments: \$550,000/ Year for Five Years back to General Fund



2025 Water & Sewer Organizational Chart



City of Palmer
FY 2025
Water-Sewer Fund 02

Provide for efficient and cost-effective treatment and distribution of safe and clean drinking water and the collection and treatment of sewage from within the City of Palmer water and sewer service area.

Highlights for 2025:

- Upgrade headworks facility
- Design and construct automatic screen systems for clarifier effluent
- Research and determine most beneficial location for a new City water well
- Continue Pressure testing fire hydrants; repair and paint as needed.
- Continue to refine / develop processes and procedures for operating the new clarifiers; ensure operational aspects of the MBBR and clarifiers are synched and seamless.
- Continue to hire and train Water and Wastewater Operators as required to operate the WWTP and entire Water and Sewer System.

**CITY OF PALMER
2025 PROPOSED BUDGET
WATER SEWER FUND**

Fund 02 -Water/ Sewer

REVENUES

	2021	2022	2023	2024	2025	
	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED	\$Incr.(Decr.)
Fees & Services						
02-00-00-3450 Water Charges	1,733,355	1,810,382	1,858,818	1,880,000	2,090,000	210,000
02-00-00-3452 Service Fees	13,500	16,540	21,080	17,000	20,000	3,000
02-00-00-3470 Sewer Charges	1,687,234	1,910,769	1,985,397	1,975,000	2,175,000	200,000
TOTAL Fees & Services	3,434,090	3,737,691	3,865,295	3,872,000	4,285,000	413,000
Other Revenues						
02-00-00-3609 Penalty	39,122	47,982	49,300	40,000	40,000	0
02-00-00-3610 Interest/Investment Earnings	0	0	61,963	0	60,000	0
02-00-00-3615 Insurance Reimbursement	0	340,563	73,548	0	0	0
02-00-00-3640 Credit Card Fees	7,173	6,806	7,153	7,000	7,200	200
02-00-00-3643 O/S City Limits Service Fee	0	0	14,561	19,000	17,000	(2,000)
02-00-00-3690 Miscellaneous Income	6,128	575	65,371	0	0	0
02-00-00-3691 NPO Write Off/PERS on behalf	86	(10,446)	17,952	0	0	0
02-00-00-3694 Connection Fee	15,200	14,400	34,800	15,000	12,000	(3,000)
02-00-00-3695 On Behalf OPEB Revenue	0	0	(12,416)	0	0	0
02-00-00-3698 Loss On Asset Impairment	0	0	(433,649)	0	0	0
TOTAL Other Revenues	67,709	399,880	(121,417)	81,000	136,200	(4,800)
TOTAL Revenues	3,501,799	4,137,571	3,743,878	3,953,000	4,421,200	408,200

**CITY OF PALMER
2025 PROPOSED BUDGET
WATER SEWER FUND**

		2021	2022	2023	2024	2025	
Water Administration Expenses		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	PROPOSED BUDGET	\$Incr.(Decr.)
02-01-10-6011	Regular Salaries	147,609	175,050	126,752	234,926	253,124	18,198
02-01-10-6012	Regular Benefits	102,077	99,582	105,195	210,153	233,838	23,685
02-01-10-6013	Part Time Salaries	0	249	0	0	0	0
02-01-10-6014	Water STAND BY	4,872	6,087	14,907	15,300	15,600	300
02-01-10-6015	Regular Overtime	3,133	5,792	5,297	3,500	3,500	0
02-01-10-6017	PERS on Behalf - OPEB	(57,358)	(45,772)	0	0	0	0
02-01-10-6018	PERS on Behalf	58,784	(19,044)	(41,044)	0	0	0
02-01-10-6019	Leave Expense	5,638	1,598	(4,529)	4,500	0	(4,500)
02-01-10-6021	Audit	11,383	13,438	13,258	12,000	14,150	2,150
02-01-10-6022	Advertising	2,149	2,099	2,286	2,500	3,000	500
02-01-10-6024	Travel	54	0	43	4,000	4,000	0
02-01-10-6026	Training	1,234	2,065	5,152	4,000	4,000	0
02-01-10-6027	Legal Fees	0	0	0	0	0	0
02-01-10-6028	Engineering	2,189	0	0	5,000	10,000	5,000
02-01-10-6029	Services	35,815	39,398	43,331	30,000	50,000	20,000
02-01-10-6030	Contractual Services	25,667	4,285	11,082	25,000	20,000	(5,000)
02-01-10-6031	Telephone	10,975	10,987	9,417	9,000	11,000	2,000
02-01-10-6032	Power	146,388	136,798	147,524	135,000	150,000	15,000
02-01-10-6033	Heat	7,225	7,607	7,717	15,000	10,000	(5,000)
02-01-10-6035	Fuel	6,089	12,483	12,687	15,000	15,000	0
02-01-10-6036	Rental & Lease	0	0	0	3,000	5,000	2,000
02-01-10-6037	Insurance	21,232	27,980	45,360	45,334	47,546	2,212
02-01-10-6038	Vehicle Insurance	5,350	5,600	5,800	6,100	6,300	200
02-01-10-6041	Office Supplies	2,245	2,071	2,654	2,500	2,500	0
02-01-10-6044	Operating Supplies	10,990	10,940	10,838	10,000	25,000	15,000
02-01-10-6045	Repair & Maintenance	32,667	69,542	130,088	75,000	100,000	25,000
02-01-10-6046	Small Tools & Equipment	6,730	2,077	1,862	3,000	3,000	0
02-01-10-6049	Chemicals	13,002	17,575	13,804	12,000	20,000	8,000
02-01-10-6053	Equipment	7,284	3,434	18,086	30,000	75,000	45,000
02-01-10-6054	Office Equipment	657	627	740	800	1,000	200
02-01-10-6058	Postage	7,639	9,677	10,909	8,000	10,000	2,000
02-01-10-6062	Interest	20,279	18,228	36,646	18,620	16,300	(2,320)
02-01-10-6064	Alaska RR Permits	9,466	10,255	9,812	10,000	10,000	0
02-01-10-6067	Safety Equipment	2,293	1,976	1,090	2,000	2,000	0
02-01-10-6072	Unemployment Taxes	4,719	616	256	0	0	0
02-01-10-6074	Bad Debts	0	904	0	0	0	0
02-01-10-6077	Payment In Lieu Of Taxes	98,160	100,236	105,600	111,900	115,260	3,360
02-01-10-6078	Transfers Out	100,000	562,506	678,482	75,000	80,000	5,000
02-01-10-6082	General Admin Exp	195,346	194,706	197,908	198,650	200,546	1,896
TOTAL Water Administration		1,051,982	1,491,652	1,729,010	1,336,783	1,516,664	179,881

**CITY OF PALMER
2025 PROPOSED BUDGET
WATER SEWER FUND**

	2021	2022	2023	2024	2025	
	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED	\$Incr.(Decr.)
Sewer Administration Expenses				BUDGET	BUDGET	
02-01-50-6011 Regular Salaries	155,136	141,673	166,378	236,265	237,552	1,287
02-01-50-6012 Regular Benefits	110,385	83,545	123,569	213,175	209,160	(4,015)
02-01-50-6013 Part Time Salaries	0	1,742	0	0	0	0
02-01-50-6014 Sewer STAND BY	5,024	5,039	15,167	15,300	15,300	0
02-01-50-6015 Regular Overtime	5,572	8,253	8,182	7,000	7,000	0
02-01-50-6017 PERS on Behalf-OPEB	(62,001)	(40,066)	(25,135)	0	0	0
02-01-50-6018 PERS on Behalf	63,544	(16,670)	5,317	0	0	0
02-01-50-6019 Leave Expense	5,608	7,691	(4,289)	3,000	0	(3,000)
02-01-50-6021 Audit	10,566	12,318	14,464	12,750	15,050	2,300
02-01-50-6024 Travel	0	819	0	4,000	4,000	0
02-01-50-6026 Training	3,273	615	4,019	4,000	4,000	0
02-01-50-6027 Legal Fees	56,115	10,109	0	0	0	0
02-01-50-6028 Engineering	1,410	0	0	25,000	25,000	0
02-01-50-6029 Services	55,941	48,159	63,568	50,000	50,000	0
02-01-50-6030 Contractual Services	10,556	1,102	11,880	35,000	35,000	0
02-01-50-6031 Telephone	10,462	10,515	11,393	12,000	12,000	0
02-01-50-6032 Power	333,310	344,954	306,475	330,000	330,000	0
02-01-50-6033 Heat	23,925	23,656	26,086	27,000	27,000	0
02-01-50-6035 Fuel	12,355	14,455	11,317	15,000	15,000	0
02-01-50-6036 Rental & Lease	9,309	4,717	0	10,000	15,000	5,000
02-01-50-6037 Insurance	41,219	44,581	67,584	84,194	88,300	4,106
02-01-50-6038 Vehicle Insurance	5,798	5,600	5,800	6,100	6,300	200
02-01-50-6041 Office Supplies	1,002	1,212	1,438	0	1,500	1,500
02-01-50-6044 Operating Supplies	10,112	29,307	31,639	24,000	35,000	11,000
02-01-50-6045 Repair & Maintenance	40,099	63,425	144,596	150,000	200,000	50,000
02-01-50-6046 Small Tools & Equipment	1,269	4,313	5,874	3,000	5,000	2,000
02-01-50-6049 Chemicals	11,289	3,276	2,894	4,000	15,000	11,000
02-01-50-6053 Equipment	10,327	4,766	8,359	30,000	100,000	70,000
02-01-50-6054 Office Equipment	2,473	752	313	2,000	2,000	0
02-01-50-6058 Postage	3,251	4,291	4,688	4,000	4,000	0
02-01-50-6062 Interest	94,766	91,956	89,098	86,420	83,240	(3,180)
02-01-50-6064 Alaska RR Permits	9,622	10,255	9,812	10,000	10,000	0
02-01-50-6067 Safety Equipment	3,320	2,355	6,024	8,000	8,000	0
02-01-50-6077 Payment In Lieu Of Taxes	95,445	104,546	110,430	118,200	121,757	3,557
02-01-50-6078 Transfers Out	1,605,000	547,664	122,529	748,950	0	(748,950)
02-01-50-6082 General Admin Exp	208,340	207,948	261,818	212,167	218,998	6,831
TOTAL Sewer Administration	2,953,822	1,788,873	1,611,287	2,490,521	1,900,157	(590,364)

**CITY OF PALMER
2025 PROPOSED BUDGET
WATER SEWER FUND**

	2021	2022	2023	2024	2025	
	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED	\$Incr.(Decr.)
				BUDGET	BUDGET	
Other Expenses						
02-01-20-6076 Depreciation Expense	2,570,465	2,604,598	2,615,012	0	0	0
TOTAL Other Expenses	2,570,465	2,604,598	2,615,012	0	0	0
TOTAL Water/Sewer Expenses	6,576,271	5,885,120	5,955,304	3,827,304	3,416,821	(410,483)
TOTAL Revenue Over (Under) Expenses	(3,074,472)	(1,747,549)	(2,211,427)	125,696	1,004,379	

RECONCILIATION OF FUND BALANCE
AIRPORT FUND
FUND 03

	2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	2025 PROPOSED BUDGET
TOTAL REVENUES	\$ 472,972	\$ 461,853	\$ 562,987	\$ 656,691
TOTAL EXPENSES	\$ 1,442,845	\$ 1,537,013	\$ 503,408	\$ 656,691

Net Investment in Capital Assets \$ 18,020,015
 Unrestricted Net Position 12/31/2023 \$ 420,397

Fiscal Year 2024 Operations:

Budgeted operating revenues \$ 512,987
 Budgeted operating expenses \$ (503,408)
 Resolution 24-026 MSB Grant \$ 50,000
 Estimated adjustment to net position \$ 59,579

Estimated unrestricted net position 12/31/2024 \$ 479,976

Fiscal Year 2025 Operations:

Budgeted operating revenues \$ 656,691
 Budgeted operating expenses \$ (656,691)
 Estimated adjustment to net position \$ -

Estimated unrestricted net position 12/31/2025 \$ 479,976



2025 Airport Organizational Chart



City of Palmer
FY 2025
Warren “Bud” Woods Palmer Municipal Airport
Fund 03

The Palmer Municipal Airports task is ensuring a safe, secure, and efficient facility that caters to the aviation needs of local residents, businesses, visitors, and all individuals residing in or visiting the south-central region of Alaska. Our commitment is to continuously maintain and enhance the airport in response to the evolving needs of aviation-related businesses operating in the area. As a self-sustaining entity, we not only aim to serve as a pivotal economic development hub for the city but are also dedicated to providing high-quality services that exceed expectations. Through these initiatives, we strive to fortify our role as a crucial infrastructure asset that supports and facilitates growth, connectivity, and prosperity within the community.

Highlights for 2025:

- Convert airport lighting system from incandescent to LED and replace the system conductors and conduit. The new lights will reduce power consumption, and the new system will increase reliability.
- Tire replacement on the airport loader to increase safety and productivity
- Continued work on the acquisition of an Avigation Easement north of the airport in cooperation with the MatSu Borough
- Airport equipment operator will remove snow quickly and efficiently to continue improve the value of the airport.
- Initiate design for the north ramp paving project. The project will replace aging pavement on the airport’s north parking apron.

**CITY OF PALMER
2025 PROPOSED BUDGET
AIRPORT FUND**

Fund 03 -Airport Fund

REVENUES

	2021	2022	2023	2024	2025	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	PROPOSED BUDGET	\$Incr.(Decr.)
Taxes						
03-00-00-3110 Property Taxes	24,166	27,051	33,587	27,000	35,000	8,000
03-00-00-3130 Airport Sales Tax	50,652	50,251	48,391	52,000	52,000	-
TOTAL Taxes	74,818	77,302	81,978	79,000	87,000	8,000
Grants/ Fed Funding						
03-00-00-3363 Aviation Fuel - Revenue Share	680	1,169	3,144	3,000	3,000	-
03-00-00-3375 Fuel Flowage Fees Revenue	14,359	20,916	13,870	15,000	15,000	-
TOTAL Grants / Federal Funding	15,039	22,085	17,014	18,000	18,000	-
Fees & Services						
03-00-00-3430 Airport Revenue-Tiedowns	59,849	60,732	52,035	60,000	80,000	20,000
03-00-00-3431 Land Leases	189,975	114,746	110,891	115,000	130,000	15,000
03-00-00-3432 Airport Agriculture Leases	7,443	7,987	7,987	7,987	7,987	-
03-00-00-3433 COP land leases	39,786	39,786	39,786	40,000	59,680	19,680
03-00-00-3440 Grants Administrative Overhead	2,491	1,012	24,734	75,000	10,000	(65,000)
TOTAL Fees & Services	299,544	224,263	235,433	297,987	287,667	(10,320)
Other Revenues						
03-00-00-3610 Interest/Investments Earnings	0	0	0	0	0	0
03-00-00-3630 Lease Interest Income	0	126,326	126,251	118,000	130,000	12,000
03-00-00-3673 Transfers From Other Funds	0	2,000	0	0	109,024	109,024
03-00-00-3675 MSB Operating Grant	0	0	0	50,000	25,000	
03-00-00-3690 Miscellaneous Income	1,500	300	0	0	-	-
03-00-00-3691 NPO Write Off	23	(1,948)	3,821	0	-	-
03-00-00-3693 Insurance Reimbursement	0	22,644	0	0	-	-
03-00-00-3695 On Behalf OPEB Revenue	0	0	(2,643)	0	-	-
TOTAL Other Revenues	1,523	149,322	127,429	168,000	264,024	121,024
TOTAL Revenues	390,924	472,972	461,854	562,987	656,691	118,704

**CITY OF PALMER
2025 PROPOSED BUDGET
AIRPORT FUND**

Fund 03 Airport Fund

		2021	2022	2023	2024	2025	
		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	PROPOSED BUDGET	\$Incr.(Decr.)
Administration Expenses							
03-01-10-6011	Regular Salaries	81,760	62,404	73,000	93,855	98,331	4,476
03-01-10-6012	Regular Benefits	44,693	45,920	51,747	63,026	62,853	(173)
03-01-10-6013	PT Salaries	1,913	3,716	5,477	23,400	46,876	23,476
03-01-10-6016	PT Overtime	0	0	0	0	4,600	4,600
03-01-10-6017	PERS on Behalf - OPEB	(31,916)	(3,510)	(11,188)	0	0	0
03-01-10-6018	PERS on Behalf	31,629	(51,352)	5,714	0	0	0
03-01-10-6019	Leave Expense	209	1,802	1,554	0	0	0
03-01-10-6021	Audit	1,988	2,318	2,772	3,000	3,550	550
03-01-10-6022	Advertising	0	475	777	1,500	1,000	(500)
03-01-10-6023	Subscriptions & Dues	275	323	0	350	350	0
03-01-10-6024	Travel	0	6,305	1,457	5,000	5,000	0
03-01-10-6026	Training	0	267	0	6,000	6,000	0
03-01-10-6027	Legal Fees	1,801	13,317	11,746	7,500	22,500	15,000
03-01-10-6028	Engineering	7,453	10,646	3,535	7,500	30,000	22,500
03-01-10-6029	Services	2,100	1,993	2,082	3,000	3,000	0
03-01-10-6030	Contractual Services	3,169	14,372	7,200	20,000	5,000	(15,000)
03-01-10-6031	Telephone	3,738	6,555	9,269	9,500	9,500	0
03-01-10-6032	Power	18,327	22,565	24,990	18,000	25,000	7,000
03-01-10-6033	Heat	5,678	5,843	7,054	6,000	7,000	1,000
03-01-10-6034	Water/Sewer/Garbage	474	490	492	550	550	0
03-01-10-6035	Fuel	6,041	13,494	12,662	7,500	9,000	1,500
03-01-10-6036	Rental & Lease	0	0	0	6,000	2,000	(4,000)
03-01-10-6037	Insurance	17,767	19,985	24,903	33,474	33,264	(210)
03-01-10-6038	Vehicle Insurance	410	460	825	750	750	0
03-01-10-6041	Office Supplies	158	1005	583	600	300	(300)
03-01-10-6044	Operating Supplies	281	621	8,702	300	600	300
03-01-10-6045	Repair & Maintenance	26,543	57,667	53,717	56,000	55,000	(1,000)
03-01-10-6046	Small Tools & Equipment	5	1,145	31	300	300	0
03-01-10-6052	Buildings	0	9,620	1,885	5,000	5,000	0
03-01-10-6053	Equipment	0	0	1,583	2,000	2,000	0
03-01-10-6054	Office Equipment	1,772	564	3,217	3,000	3,000	0
03-01-10-6059	Board Stipends	300	150	124	1,400	1,400	0
03-01-10-6078	Transfers Out	60,000	8,446	0	0	90,000	90,000
03-01-10-6082	General Admin Exp	102,995	101,659	141,165	118,903	122,967	4,064
TOTAL Administration		389,563	359,265	447,075	503,408	656,691	153,283
Other Expense							
03-01-20-6076	Depreciation	1,083,580	1,083,579	1,089,938	0	0	0
TOTAL Other Expense		1,083,580	1,083,579	1,089,938	0	0	0
TOTAL Expenses		1,473,143	1,442,844	1,537,013	503,408	656,691	153,283
TOTAL Revenue Over/(Under) Expenses		(1,082,219)	(969,873)	(1,075,160)	59,579	0	

RECONCILIATION OF FUND BALANCE
 LAND FUND
 FUND 04

	2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	2025 PROPOSED BUDGET
TOTAL REVENUES	-0-	\$ 7,095	-0-	-0-
TOTAL EXPENSES	0	-0-	-0-	-0-

Unrestricted Net Position 12/31/2023	\$	447,415
Land Held for Resale	\$	217,414

Fiscal Year 2024 Operations:

Budgeted operating revenues	-0-	
Budgeted operating expenses	-0-	
Estimated adjustment to net position		-0-
Estimated unrestricted net position 12/31/2024		\$ 664,829

Fiscal Year 2025 Operations:

Budgeted operating revenues	-0-	
Budgeted operating expenses	-0-	
Estimated adjustment to net position		-0-
Estimated unrestricted net position 12/31/2025		\$ 664,829

**CITY OF PALMER
2025 PROPOSED BUDGET
LAND FUND**

Land Fund 04

	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024	2025	\$Incr.(Decr.)
				CURRENT BUDGET	PROPOSED BUDGET	
Revenues						
Other Revenues						
04-00-00-3610 Int/Investment Earnings	0	0	7,095			
04-00-00-3661 Land Sales	439,951	0	0	0	0	0
TOTAL Other Revenues	439,951	0	7,095	0	0	0
TOTAL Revenues	439,951	0	7,095	0	0	0

	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024	2025	\$Incr.(Decr.)
				CURRENT BUDGET	PROPOSED BUDGET	
Expenses						
Administration						
04-01-10-6078 Transfers Out	0	0	0	0	0	0
TOTAL Administration	0	0	0	0	0	0
TOTAL Expenses	0	0	0	0	0	0

TOTAL Revenue Over (Under) Expenses	439,951	0	7,095	0	0	
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RECONCILIATION OF FUND BALANCE
SOLID WASTE FUND
FUND 05

	2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	2025 PROPOSED BUDGET
TOTAL REVENUES	\$ 866,424	\$ 863,777	\$ 867,000	\$ 891,230
TOTAL EXPENSES	\$ 830,760	\$ 861,098	\$ 852,969	\$ 849,076

Unrestricted Net Position 12/31/2023 \$ 671,913

Fiscal Year 2024 operations:

Budgeted operating revenues	\$	867,000			
Budgeted operating expenses	\$	(852,969)			
Estimated adjustment to net position			\$	14,031	

Estimated unrestricted net position 12/31/2024 \$ 685,944

Fiscal Year 2025 Operations:

Budgeted operating revenues	\$	891,230			
Budgeted operating expenses	\$	(849,076)			
Estimated adjustment to net position			\$	42,154	

Estimated unrestricted net position 12/31/2025 \$ 728,098



2025 Solid Waste Organizational Chart



City of Palmer
FY 2025
Solid Waste Fund 05

Provide efficient and cost-effective collection and disposal of solid waste within the City of Palmer's Solid Waste service area.

Highlights for 2025:

- Purchase new residential garbage truck
- Cross train equipment operators to assist when needed on collection days
- Continue to work with community leaders to improve city collection processes.
- Finalize the plan to move all trash receptacles from alleyways to the main streets.
- Continue to provide exceptional solid waste removal service to residents and businesses alike.

**CITY OF PALMER
2025 PROPOSED BUDGET
SOLID WASTE FUND**

Fund 05 Solid Waste

REVENUES	2021	2022	2023	2024	2025	\$Incr.(Decr.)
	ACTUAL	ACTUAL	ACTUAL	CURRENT CBUDGET	PROPOSED BUDGET	
Fees & Services						
05-00-00-3460 Solid Waste Collection	806,087	806,387	841,811	855,000	871,230	16,230
TOTAL Fees & Services	806,087	806,387	841,811	855,000	871,230	16,230
Other Revenues						
05-00-00-3609 Penalty	10,633	11,699	11,592	12,000	12,000	0
05-00-00-3610 Int/Investment Earnings	0	0	9,226	0	8,000	8,000
05-00-00-3691 NPO Write Off/PERS on behalf	19	(2,025)	3,722	0	0	0
05-00-00-3693 Insurance Reimbursement	0	3,055	0	0	0	0
05-00-00-3695 On Behalf OPEB Revenue	0	0	(2,574)	0	0	0
05-00-00-3699 Gain/Loss On Disposal of Asset	0	47,308	0	0	0	0
TOTAL Other Revenues	10,652	60,037	21,966	12,000	20,000	8,000
TOTAL Revenues	816,739	866,424	863,777	867,000	891,230	24,230

**CITY OF PALMER
2025 PROPOSED BUDGET
SOLID WASTE FUND**

Fund 05

		2021	2022	2023	2024	2025	
		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	PROPOSED BUDGET	\$Incr.(Decr.)
Solid Waste Administration Expenses							
05-01-10-6011	Regular Salaries	61,073	64,830	68,131	71,578	73,835	2,257
05-01-10-6012	Regular Benefits	62,213	57,255	62,573	66,003	71,278	5,275
05-01-10-6015	Regular Overtime	383	297	821	1,000	1,000	0
05-01-10-6017	PERS on Behalf - OPEB	(23,042)	(16,756)	(8,195)	0	0	0
05-01-10-6018	PERS on Behalf	(37,201)	(36,920)	(603)	0	0	0
05-01-10-6019	Leave Expense	4,382	4,250	6,093	3,000	3,000	0
05-01-10-6021	Audit	2,308	2,402	2,652	2,500	3,000	500
05-01-10-6029	Services	433,447	408,815	403,579	420,000	420,000	0
05-01-10-6035	Fuel	13,243	21,244	17,142	21,000	21,000	0
05-01-10-6037	Insurance	12,977	14,701	16,728	23,421	25,705	2,284
05-01-10-6038	Vehicle Insurance	6,400	6,756	6,950	7,100	7,400	300
05-01-10-6044	Operating Supplies	2,443	4,127	2,102	5,000	5,000	0
05-01-10-6045	Repair & Maintenance	12,996	8,084	15,789	16,000	16,000	0
05-01-10-6053	Equipment	6,017	7,604	267	25,000	10,000	(15,000)
05-01-10-6058	Postage	2,119	2,731	3,065	2,800	3,000	200
05-01-10-6067	Safety Equipment	450	168	593	500	500	0
05-01-10-6074	Bad Debts	0	225	0	0	0	0
05-01-10-6077	Payment In Lieu Of Taxes	45,070	47,520	49,455	51,300	49,225	(2,075)
05-01-10-6082	General Admin Exp	139,475	139,228	135,130	136,767	139,133	2,366
TOTAL Solid Waste Administration		744,753	736,561	782,272	852,969	849,076	(3,893)
Other Expense							
05-01-20-6076	Depreciation	78,330	94,201	78,827	0	0	0
TOTAL Other Expense		78,330	94,201	78,827	0	0	0
TOTAL Solid Waste Expenses		823,083	830,762	861,099	852,969	849,076	(3,893)
TOTAL Revenue Over (Under) Expenses		(6,347)	35,664	2,679	14,031	42,154	

RECONCILIATION OF FUND BALANCE
GOLF FUND
FUND 15

	2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	2025 PROPOSED BUDGET
TOTAL REVENUES	\$ 717,560	\$ 745,872	\$ 835,491	\$ 731,000
TOTAL EXPENSES	\$ 656,461	\$ 646,699	\$ 835,491	\$ 706,511

Unrestricted Net Position 12/31/2023 \$ (221,184)

Fiscal Year 2024 operations:

Budgeted operating revenues	\$	835,491	
Budgeted operating expenses	\$	(835,491)	
Estimated adjustment to net position		\$	-

Estimated unrestricted net position 12/31/2024 \$ (221,184)

Fiscal Year 2025 Operations:

Budgeted operating revenues	\$	731,000	
Budgeted operating expenses	\$	(706,511)	
Estimated adjustment to net position		\$	24,489

Estimated unrestricted net position 12/31/2025 \$ (196,695)

City of Palmer
FY 2025
Department Budget
Golf Course Fund 15

Provide the community with the best possible golfing experience at affordable prices and outstanding customer service. Ensure operational efficiency and profitability are achieved while enhancing the long-term health of the course.

Highlights for 2025:

- Provide the highest level of customer service and satisfaction.
- Implement a CIP program for maintenance equipment and facilities.
- Continue to enhance course maintenance and conditions.
- Maintain financial controls on golf course expenditure and contract management.
- Replace greens mower.

**CITY OF PALMER
2025 PROPOSED BUDGET
GOLF COURSE FUND**

Fund 15 Golf Course

Revenues

	2021	2022	2023	2024	2025	
	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED	\$Incr.(Decr.)
Fees & Services						
15-00-00-3479 Presold Green Fees	188,078	190,000	191,699	195,000	205,000	10,000
15-00-00-3481 Green Fees	292,074	273,662	328,557	275,000	300,000	25,000
15-00-00-3482 Golf Cart Rentals	137,903	136,762	155,294	135,000	155,000	20,000
15-00-00-3483 Driving Range Revenues	51,236	60,636	58,732	60,000	62,000	2,000
15-00-00-3484 Trail Fees	8,646	8,578	8,340	8,500	9,000	500
TOTAL Fees & Services	677,937	669,638	742,622	673,500	731,000	57,500
Rentals/Sales						
15-00-00-3565 Merchandise Sales	0	0	0	0	0	-
TOTAL Rentals/Sales	0	0	0	0	0	-
Other Revenues						
15-00-00-3610 Interest/Investment Earn	0	0	3,251	0	0	-
15-00-00-3615 Insurance Reimbursement	0	47,922	0	0	0	-
15-00-00-3673 Transfers From Other Funds	0	0	0	161,991	0	(161,991)
TOTAL Other Revenues	0	47,922	3,251	161,991	0	(161,991)
TOTAL Revenues	677,937	717,560	745,873	835,491	731,000	(104,491)

**CITY OF PALMER
2025 PROPOSED BUDGET
GOLF COURSE FUND**

Fund 15 -Golf Course

	2021	2022	2023	2024	2025	
	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED	\$Incr.(Decr.)
Administration Expenses				BUDGET	BUDGET	
15-01-10-6021 Audit	2,999	3,121	3,616	3,500	4,125	625
15-01-10-6027 Legal Fees	0	0	0	500	0	(500)
15-01-10-6029 Services	27,931	29,267	39,157	20,000	25,000	5,000
15-01-10-6030 Contractual Services-Mgmt Cont.	416,970	417,000	425,115	425,000	425,200	200
15-01-10-6032 Power-Clubhouse & Irrigation	20,970	19,371	19,957	20,000	20,000	0
15-01-10-6033 Heat-Clubhouse	1,707	1,779	2,023	1,700	1,800	100
15-01-10-6034 Water/Sewer/Garbage	3,323	4,339	5,263	3,000	4,500	1,500
15-01-10-6036 Rental & Lease	10,697	10,692	9,427	10,000	14,141	4,141
15-01-10-6037 Insurance	11,771	13,756	18,333	26,081	25,144	(937)
15-01-10-6038 Vehicle Insurance	310	310	300	300	300	0
15-01-10-6044 Operating Supplies	939	25	0	0	0	0
15-01-10-6045 Repair & Maintenance	37,771	61,465	39,302	45,000	45,000	0
15-01-10-6053 Equipment	24,096	18,621	6,097	100,000	40,000	(60,000)
15-01-10-6077 Payment in Lieu of Taxes	35,850	35,850	39,210	40,410	41,301	891
15-01-10-6200 Golf Course CIP	0	0	0	140,000	60,000	(80,000)
15-01-10-6565 Merchandise Expenses	0	0	0	0	0	0
15-01-10-6590 Beer Expenses	700	700	0	0	0	0
TOTAL Administration Expenses	596,034	616,296	607,800	835,491	706,511	(128,980)
Other Expenses						
15-01-20-6076 Depreciation Expense	48,361	40,165	38,898	0	0	0
TOTAL Other Expenses	48,361	40,165	38,898	0	0	0
TOTAL Expenses	644,395	656,461	646,698	835,491	706,511	(128,980)
TOTAL Revenue Over (Under) Expenses	33,541	61,099	99,175	0	24,489	

**CITY OF PALMER GRANT SUMMARY
UPDATED: 10/10/24 ANR**

GRANT NAME	GRANT NUMBER	GRANT AMOUNT	EXPENSES	CASH RECEIPTS	ACCOUNTS RECEIVABLE	FUNDS REMAINING
<u>PUBLIC SAFETY</u>						
ASTEP DUI	405d FA	12,320.00	11,121.87	0.00	11,121.87	1,198.13
ASTEP Seatbelt (CIOT)	402 BIL PT-23-06-BL(A)-3	4,480.00	1,097.30	1,097.30	0.00	3,382.70
DEA Opiate Task Force (Overtime)	DEA Opiate Task Force	20,707.50	14,717.92	12,403.95	2,313.97	5,989.58
BJA FY22 COSSUP	15PBJA-22-GG-04480-COAP	1,299,999.00	560,242.24	560,242.24	0.00	739,756.76
<u>DCCED</u>						
Wastewater Treatment Plant Improvements-Phase II	23-DC-037	6,900,000.00	4,935,471.37	4,934,670.37	801.00	1,964,528.63
Reconstruction of Public Library	24-DC-018	5,000,000.00	0.00	0.00	0.00	5,000,000.00
<u>AIRPORT GRANTS</u>						
Avigation Easement Phase II	3-02-02111-028-2021	395,482.00	160,386.98	160,386.98	0.00	235,095.02
Taxiway November Design	3-02-02111-029-2021	446,093.00	424,978.28	424,978.28	0.00	21,114.72
ARPA Grant	3-02-02111-030-2022	32,000.00	0.00	0.00	0.00	32,000.00
Taxiway November Construction	3-02-02111-031-2022	6,846,666.00	5,619,117.96	5,619,117.96	0.00	1,227,548.04
Apron E Design & Construction	3-02-02111-032-2022	2,234,100.00	1,784,783.98	1,784,783.98	0.00	449,316.02
<u>DIVISION OF FORESTRY</u>						
2024 Vol Fire Assistance	DOF 2024 VFA	5,759.45	0.00	0.00	0.00	5,759.45
<u>HOMELAND SECURITY</u>						
2022 State Homeland Security	22SHSP-GY22	322,177.71	321,884.89	321,884.89	0.00	292.82
2023 State Homeland Security	22SHSP-GY23	104,517.15	104,517.15	0.00	104,517.15	0.00
<u>ARPA - MSB Sub-Grant</u>						
Bogard Rd Booster Station Construction	ARPA-SG02	2,461,261.00	283,106.34	283,106.34	0.00	2,178,154.66

**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL CIP CAPITAL PROJECTS FUND**

Fund 08 General CIP Capital Projects

Revenues	2021	2022	2023	2024	2025
Grants/ Fed Funding	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED
	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
08-00-00-3343 Library Grants	1,992	38,303	0	0	0
08-00-00-3375 2022 BJA COSSAP Grant	0	0	461,838	838,161	0
TOTAL Grants/ Federal Funding	1,992	38,303	461,838	838,161	0
Grant Income					
08-00-00-4160 DCCED Grant 24-DC-018	0	0	0	5,000,000	0
TOTAL Grant Income	0	0	0	5,000,000	0
Other Revenues					
08-00-00-3606 Pass Through Grants	0	35,000	0	0	0
08-00-00-3673 Transfers From Other Funds	0	349,074	866,200	1,464,220	0
08-00-00-3693 Insurance Reimbursement	0	0	1,533,585	0	0
08-00-00-3988 State Grants	0	37,718	54,684	38,757	0
TOTAL Other Revenues	0	421,792	2,454,469	1,502,977	0
TOTAL Revenues	1,992	460,095	2,916,307	7,341,138	0

**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL CIP CAPITAL PROJECTS FUND**

Fund 08 General CIP Capital Projects

Expenditures		2021	2022	2023	2024	2025
Administration		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	PROPOSED BUDGET
08-01-10-7038	Park Improvements	0	0	0	99,104	0
08-01-10-7148	Depot Expansion	0	0	0	555	0
08-01-10-7160	Property Acquisition	1,028	0	0	0	0
08-01-10-7164	CH/FS3-1 Parking Lot Update	0	0	0	930	0
08-01-10-7172	ADA Sidewalk Match	0	0	0	70,029	0
08-01-10-7174	Public Video	0	0	11,425	18,998	0
08-01-10-7175	Crosswalk Project	0	0	0	5,699	0
08-01-10-7176	Depot Updates	0	0	2,950	10,312	0
08-01-10-7177	DEED ARPA Library Exp	1,992	37,033	0	0	0
08-01-10-7178	Library Sidewalk Project	0	0	0	191,000	0
08-01-10-7179	Resurface Palmer Tennis Courts	0	66,372	130	8,498	0
08-01-10-7180	DHSS HEC Grant	0	37,718	4,264	0	0
08-01-10-7181	Fire Training/CD Parking Lot	0	0	4,800	115,200	0
08-01-10-7182	City Wide Curb Painting	0	0	42,323	51,677	0
08-01-10-7183	Library Parking Lot	0	0	0	25,000	0
08-01-10-7184	Pks & Facility Storage/Maint	0	0	0	150,000	0
08-01-10-7185	HDSS HEC Grant Rnd 2	0	0	50,420	38,658	0
08-01-10-7186	PD Feasability Study - Station	0	0	0	50,000	0
08-01-10-7187	Fix Drains Station 3-1	0	0	0	150,000	0
08-01-10-7188	Construct PW Sand Storage Bldg	0	0	0	91,000	0
TOTAL Administration		3,020	141,123	116,312	1,076,660	0
MTA Events Center						
08-01-05-6253	Equipment - Arena	14,910	14,950	0	286,592	0
08-01-05-6255	MTAEC Updates	0	0	14,902	15,000	0
TOTAL MTA Events Center		14,910	14,950	14,902	301,592	0
WIND 2022						
08-01-12-6168	W22 Community Services	0	26,687	0	0	0
08-01-12-6169	W22 Public Safety	0	0	7,320	122,695	0
08-01-12-6170	AST Remediaton	0	0	0	21,488	0
TOTAL WIND 2022		0	26,687	7,320	144,183	0

**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL CIP CAPITAL PROJECTS FUND**

Fund 08 General CIP Capital Projects

		2021	2022	2023	2024	2025
		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	PROPOSED BUDGET
Fire Training Garage						
08-01-13-6012	Replacement Benefits	0	0	650	0	0
08-01-13-6015	Replacement OT	0	0	2,061	0	0
08-01-13-6225	Restoration/Construction	0	17,371	52,449	0	0
08-01-12-6253	Equipment Replacement	0	0	73,171	228,946	0
TOTAL Fire Training Garage		0	17,371	128,331	228,946	0

Public Works

08-01-17-6220	Storm Drain Design	0	0	0	500,000	0
TOTAL Public Works		0	0	0	500,000	0

Library Future

08-01-19-6011	24-DC-018 Grant Admin	0	0	0	75,000	0
08-01-19-6027	Legal	0	0	2,470	0	0
08-01-19-6220	Architecture Design Services	0	0	106,822	1,129,832	0
08-01-19-6222	24-DC-018 Grant Engineering	0	0	0	900,000	0
08-01-19-6226	24-DC-018 Grant Construction	0	0	0	4,025,000	0
TOTAL Library Future		0	0	109,292	6,129,832	0

Library Insurance Funds

08-01-25-6030	Contractual Services	0	0	54,342	0	0
08-01-25-6040	Replacement Books-Ins Funds	0	0	2,087	297,665	0
08-01-25-6045	R&M - Demo	0	0	96,154	18,137	0
TOTAL Library Insurance Funds		0	0	152,583	315,802	0

2022 BJA COSSAP Grant

08-40-05-6026	22-BJA Training	0	0	3,762	296,237	0
08-40-05-6030	22-BJA Contractual Services	0	0	455,014	144,986	0
08-40-05-6041	22-BJA Office Supplies	0	0	1,085	98,915	0
08-40-05-6044	22-BJA Operating Supplies	0	0	105	99,895	0
08-40-05-6054	22-BJA Office Equipment	0	0	1,873	198,127	0
TOTAL 2022 BJA COSSAP Grant		0	0	461,839	838,160	0

**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL CIP CAPITAL PROJECTS FUND**

Fund 08 General CIP Capital Projects

		2021	2022	2023	2024	2025
General CIP -	Projects	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED
					BUDGET	BUDGET
08-50-05-6052	Public Building Maintenance	0	7,711	24,750	56,504	0
08-50-05-6055	City Hall Interior Updates	0	0	0	115,000	0
08-50-05-6056	Police Evidence Room	0	0	19,456	90,543	0
TOTAL General CIP Projects		0	7,711	44,206	262,047	0
TOTAL Expenditures		17,930	207,842	1,034,785	9,797,222	0
TOTAL Revenue Over (Under) Expenditures		(15,938)	252,253	1,881,522	(2,456,084)	0

**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL CIP CAPITAL EQUIPMENT FUND**

Fund 09 General CIP Capital Equipment

Revenues	2021	2022	2023	2024	2025
Grants/ Federal Funding	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED
				BUDGET	BUDGET
09-00-00-3358 HLS Grant-PD	69,417	0	321,885	104,517	0
09-00-00-3359 HLS Grant - FIRE	0	73,630	0	0	0
TOTAL Grants/Federal Funding	69,417	73,630	321,885	104,517	0
Other Revenues					
09-00-00-3625 In-Kind Donations	0	0	0	668	0
09-00-00-3673 Transfers From Other Funds	452,433	1,226,864	1,752,256	686,000	125,000
09-00-00-3674 Other Rev Sources-SRO CC	0	0	4,333	0	0
09-00-00-3689 Misc. Income Public Safety	0	0	6,000	0	0
09-00-00-3700 AAD Palmer K9	0	0	0	15,516	0
09-00-00-3955 Thrive Mat-Su United Way	0	0	5,000	0	0
TOTAL Other Revenues	452,433	1,226,864	1,767,589	702,184	125,000
TOTAL Revenues	521,850	1,300,494	2,089,474	806,701	125,000

**CITY OF PALMER
2025 PROPOSED BUDGET
GENERAL CIP CAPITAL EQUIPMENT FUND**

Fund 09 General CIP Capital Equipment

Expenditures		2021	2022	2023	2024	2025
Administration		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	PROPOSED BUDGET
09-01-10-6048	Police Vehicles Replacement	72,531	150,292	79,037	257,920	0
09-01-10-6051	Com Dev Equipment	45,360	11,378	33,800	35,434	0
09-01-10-6052	Clerk/Council Equipment	4,699	0	0	215	0
09-01-10-6053	Equipment-Fire Admin	0	0	135,449	404,551	0
09-01-10-6054	Public Works-Equipment	275,197	87,387	1,284,659	106,069	0
09-01-10-6055	Police - Equipment	114,206	0	10,171	5,830	0
09-01-10-6056	Admin - Equipment	5,000	8,427	0	90,000	0
09-01-10-7125	HLS SHSP Grant-PD	69,417	0	322,163	104,517	0
09-01-10-7128	HLS SHSP Grant-Fire	0	73,630	0	0	0
09-01-10-7130	AAD Palmer K9	0	0	0	15,516	0
TOTAL Administration		586,410	331,114	1,865,279	1,020,052	0
Fire Heavy Equipment						
09-01-13-6053	Fire Engine Replacement	0	0	0	950,000	0
09-01-13-6055	Fire Fleet Replacement	0	0	0	125,000	125,000
TOTAL Fire Heavy Equipment		0	0	0	1,075,000	125,000
TOTAL Expenditures		586,411	331,114	1,865,279	2,095,052	125,000
TOTAL Revenue Over (under) Expenditures		(64,560)	969,380	224,195	(1,288,351)	0

**CITY OF PALMER
2025 PROPOSED BUDGET
ROAD PROJECTS FUND**

Fund 10 Road Projects

Revenues	2021	2022	2023	2024	2025
Other Revenues	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED
	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
10-00-00-3673 Transfer from Other Funds	0	400,000	500,000	600,000	0
TOTAL Other Revenues	0	400,000	500,000	600,000	0
TOTAL Revenues	0	400,000	500,000	600,000	0

Expenditures	2021	2022	2023	2024	2025
General CIP-Road Projects	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED
	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
10-01-06-6301 Paving Upgrades	8,461	6,084	0	609,233	0
10-01-06-6302 Road Paving 2022	0	290,902	28,290	680,808	0
TOTAL General CIP-Road Projects	8,461	296,986	28,290	1,290,041	0

General CIP - Pathways	2021	2022	2023	2024	2025
	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED
	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
10-01-08-6200 Evergreen Pathway Project	0	0	464,957	35,043	0
TOTAL General CIP - Pathways	0	0	464,957	35,043	0

General CIP - Other	2021	2022	2023	2024	2025
	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED
	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
10-01-10-6210 Traffic Safety Planning & Imprv	0	0	0	105,891	0
TOTAL General CIP-Other	0	0	0	105,891	0

TOTAL Expenditures	8,461	296,986	493,247	1,430,975	0
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TOTAL Revenue Over (Under) Expenditures	(8,461)	103,014	6,753	(830,975)	0
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**CITY OF PALMER
2025 PROPOSED BUDGET
WATER SEWER CAPITAL PROJECTS FUND**

Fund 24 Water Sewer Capital Projects

Revenues	2021	2022	2023	2024	2025
Grants	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED
				BUDGET	BUDGET
24-00-00-3174 Grant Revenue 23-DC-037	0	3,851,440	1,084,031	1,964,529	0
TOTAL Grants	0	3,851,440	1,084,031	1,964,529	0
Grants/ Federal Funding					
24-00-00-3380 CSLFRF Grant Revenue	1,485,730	318,932	0	0	0
24-00-00-3381 MSB SLFRF Subaward	0	0	0	2,461,261	0
TOTAL Grants Federal Funding	1,485,730	318,932	0	2,461,261	0
Other Revenues					
24-00-00-3673 Transfer From Other Funds	125,000	938,986	801,011	823,950	80,000
24-00-00-3683 Transf frm Other Fund-CONST	1,580,000	171,184	0	0	0
TOTAL Other Revenues	1,705,000	1,110,170	801,011	823,950	80,000
 TOTAL Revenues	 3,190,730	 5,280,542	 1,885,042	 5,249,740	 80,000

**CITY OF PALMER
2025 PROPOSED BUDGET
WATER SEWER CAPITAL PROJECTS FUND**

Fund 24 Water Sewer Capital Projects Expenses	2021	2022	2023	2024 CURRENT	2025 PROPOSED
MSB SLFRF Subaward	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
24-01-25-6220 Bogard Booster Station Eng	0	0	36,322	128,678	0
24-01-25-6226 Bogard Booster Station Const	0	0	0	2,296,261	0
TOTAL MSB SLFRF Subaward	0	0	36,322	2,424,939	0
Water Capital Equipment					
24-50-01-6253 Water Fund Cap Equipment	0	23,554	113,875	324,437	80,000
TOTAL Water Capital Equipment	0	23,554	113,875	324,437	80,000
Sewer Capital Equipment					
24-50-50-6226 Lift Station 6 Repairs	0	0	0	77,529	0
24-50-50-6230 WWTP UV Channels	0	0	0	574,000	0
24-50-50-6253 Sewer Fund Cap Equipment	14,961	231,042	113,875	272,177	0
TOTAL Sewer Capital Equipment	14,961	231,042	113,875	923,706	0
Reservoir 4 Repairs					
24-52-10-6220 Reservoir 4 Engineer Services	0	3,600	14,400	0	0
24-52-10-6226 Reservoir 4 Repairs	0	0	891,525	8,588	0
TOTAL Reservoir 4 Repairs	0	3,600	905,925	8,588	0
WWTP Improvement City Funds					
24-53-43-6227 WWTP City Funds Ph II	1,580,000	161,214	0	0	0
24-53-43-6228 City ARPA FUNDS	1,485,730	318,932	0	0	0
24-53-43-6230 WWTP CITY PROJ-BLOWERS	312,026	0	0	0	0
TOTAL WWTP Improvement City Funds	3,377,756	480,146	0	0	0
WWTP Ph II 23- DC-037					
24-53-44-6011 Admin Exp 23-DC-037	0	183,402	51,621	109,977	0
24-53-44-6227 WWTP Ph II Project 23-DC-037	0	3,668,038	1,032,410	1,854,552	0
TOTAL WWTP Ph II 23-DC-037	0	3,851,440	1,084,031	1,964,529	0
General CIP					
24-60-01-6030 Reservoir Maintenance	108,331	0	0	44,034	0
TOTAL General CIP	108,331	0	0	44,034	0
TOTAL Expenses	3,501,049	4,589,781	2,254,028	5,690,233	80,000
TOTAL Revenue Over (Under) Expenses	(310,318)	690,761	(368,986)	(440,493)	0

**CITY OF PALMER
2025 PROPOSED BUDGET
AIRPORT CAPITAL PROJECTS FUND**

Fund 30 Airport Capital Projects Fund

Revenues	2021	2022	2023	2024	2025
Grants/ Federal Funding	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED
				BUDGET	BUDGET
30-00-00-3383 FAA 3-02-0211-025-2020	43,572	5,880	0	0	0
30-00-00-3385 FAA ACR Grant	13,000	0	0	0	0
30-00-00-3386 FAA ARPA Grant	0	0	0	32,000	0
30-00-00-3387 FAA Grant 3-02-0211-029-2021	160,984	264,518	0	20,591	0
30-00-00-3388 FAA 3-02-0211-028-2021	84,485	50,723	25,058	235,215	0
30-00-00-3389 FAA Grt 3-02-0211-031-2022 TWN	0	10,348	5,245,361	1,590,957	0
30-00-00-3390 FAA Grt 3-02-0211-032-2022	0	152,179	1,071,516	1,010,405	0
TOTAL Grants/ Federal Funding	302,041	483,648	6,341,935	2,889,168	0
Other Revenues					
30-00-00-3673 Transfers from Other Funds	60,000	144,446	0	230,488	90,000
TOTAL Other Revenues	60,000	144,446	0	230,488	90,000
TOTAL Revenues	362,041	628,094	6,341,935	3,119,656	90,000

**CITY OF PALMER
2025 PROPOSED BUDGET
AIRPORT CAPITAL PROJECTS FUND**

Fund 30 Airport Capital Projects Fund

Expenses	2021	2022	2023	2024	2025
FAA Grants	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED
				BUDGET	BUDGET
30-03-10-7132 FAA Avigation Easement Ph I	49,452	0	0	0	0
30-03-10-7134 FAA ACR Grant Exp	13,000	0	0	0	0
30-03-10-7136 FAA ARPA Grant Expenses	0	0	0	32,000	0
30-03-10-7137 FAA TaxiWay Nov Design	149,773	264,518	24	20,591	0
30-03-10-7138 FAA AE Study Ph II	84,485	50,723	25,058	235,216	0
30-03-10-7139 FAA Taxiway Nov Constructions	0	8,160	5,245,361	1,593,145	0
30-03-10-7140 FAA Apron E Construction	0	148,266	1,071,516	1,040,405	0
TOTAL FAA Grants	296,710	471,667	6,341,959	2,921,357	0
General CIP Projects - City Funds					
30-30-10-6053 Airport Vehicle Equipment	0	0	35,477	0	0
30-30-10-6055 Airport Lighting	0	0	13,223	281,695	0
30-30-10-6234 Avigation Easement Study	0	0	0	2,260	0
30-30-10-6255 COP Match Apron E Construction	0	9,884	71,434	82,158	0
30-30-10-6256 COP Match TW November	0	0	0	9,035	0
30-30-10-6257 Airport Paving Design (Match)	0	0	0	0	90,000
30-30-10-6275 Matching Grant Funds	3,455	16,046	0	14,582	0
TOTAL General CIP Projects - City Funds	3,455	25,930	120,134	389,730	90,000
TOTAL Expenses	300,165	497,597	6,462,093	3,311,087	90,000
TOTAL Revenue Over (Under) Expenses	61,876	130,497	(120,158)	(191,431)	0

RECONCILIATION OF FUND BALANCE
 DRUG SEIZURE FUND
 FUND 50

	2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	2025 PROPOSED BUDGET
TOTAL REVENUES	\$ -	\$ 18,618	-0-	-0-
TOTAL EXPENDITURES	\$ 4,848	\$ -	-0-	-0-

Restricted Fund Balance for Public Safety 12/31/2023 \$ 19,225

Fiscal Year 2024 Operations:

Budgeted operating revenues -0-
 Budgeted operating expenditures -0-
 Estimated adjustment to fund balance -0-

Estimated restricted fund balance 12/31/2024 **\$ 19,225**

Fiscal Year 2025 Operations:

Budgeted operating revenues -0-
 Budgeted operating expenditures -0-
 Estimated adjustment to fund balance -0-

Estimated restricted fund balance 12/31/2025 **\$ 19,225**

**CITY OF PALMER
2025 PROPOSED BUDGET
DRUG SEIZURE FUND**

Fund 50 Drug Seizure Fund

Revenues	2021	2022	2023	2024	2025
Other Revenues	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED
				BUDGET	BUDGET
50-00-00-3610 Interest/Investments Earnings	0	0	92	0	0
50-00-00-3678 Federal Forfeiture Funds	624	0	18,526	0	0
50-00-00-3688 State Forfeiture Funds	0	0	0	0	0
50-00-00-3690 Miscellaneous Income	0	0	0	0	0
TOTAL Other Revenues	624	0	18,618	0	0
TOTAL Revenues	624	0	18,618	0	0
Expenditures	2021	2022	2023	2024	2025
Administration	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED
				BUDGET	BUDGET
50-01-10-6053 Equipment	0	4,848	0	0	0
TOTAL Administration	0	4,848	0	0	0
TOTAL Expenditures	0	4,848	0	0	0
TOTAL Revenue Over (Under) Expenditures	624	(4,848)	18,618	0	0

RECONCILIATION OF FUND BALANCE
POLICE GRANTS FUND
FUND 52

	2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	2025 PROPOSED BUDGET
TOTAL REVENUES	\$ 119,264	\$ 190,850	\$ 293,636	\$ 293,751
TOTAL EXPENDITURES	\$ 119,264	\$ 191,157	\$ 293,636	\$ 293,751

Committed Fund Balance for Public Safety 12/31/2023 \$ 4,490

Fiscal Year 2024 Operations:

Budgeted operating revenues \$ 293,636
 Budgeted operating expenditures \$ (293,636)
 Resolution 24-023 COIT Grant
 Resolution 24-031 DUI Grant
 Resolution 24-036 DUI Grant
 Estimated adjustment to fund balance \$ -

Estimated committed fund balance 12/31/2024 \$ 4,490

Fiscal Year 2025 Operations:

Budgeted operating revenues \$ 293,751
 Budgeted operating expenditures \$ 293,751
 Estimated adjustment to fund balance \$ -

Estimated committed fund balance 12/31/2025 \$ 4,490

**CITY OF PALMER
2025 PROPOSED BUDGET
POLICE GRANTS FUND**

Fund 52 Police Grants Fund

	2021	2022	2023	2024	2025
Revenues	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED
Fees & Services	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
52-00-00-3420 Police Services	19,400	0	10,740	16,800	0
52-00-00-3425 MSBSD-SRO Program PH	107,908	119,264	122,105	132,043	147,454
52-00-00-3426 MSBSD-SRO Program CH	0	0	58,005	144,793	146,297
TOTAL Fees & Services	127,308	119,264	190,850	293,636	293,751
TOTAL Revenues	127,308	119,264	190,850	293,636	293,751
DUI / Seatbelt Expenditures					
52-01-21-6012 Regular Benefits	6,943	0	3,842	6,105	0
52-01-21-6015 Regular Overtime	11,087	0	6,244	9,615	0
52-01-21-6035 Fuel	1,370	0	654	1,080	0
TOTAL DUI/ Seatbelt	19,400	0	10,740	16,800	0
MSBSD SRO Program - PALMER HS					
52-01-80-6011 PH SRO Regular Salaries	43,960	48,174	53,833	62,122	64,412
52-01-80-6012 PH SRO Regular Benefits	49,066	54,859	58,397	54,006	54,981
52-01-80-6015 PH SRO Overtime	5,095	9,545	5,240	7,000	8,000
52-01-80-6024 PH SRO-Travel	3,060	2,213	2,041	3,000	2,400
52-01-80-6026 PH SRO-Training	1,604	715	30	2,000	2,250
52-01-80-6035 PH SRO-Fuel	1,499	2,154	1,520	3,000	2,250
52-01-80-6044 PH SRO-Supplies	3,624	1,604	1,045	915	1,870
52-01-80-6076 PH Amortized SRO Equip Exp	0	0	0	0	8,666
52-01-80-6080 PH SRO Admin Expense	0	0	0	0	2,625
TOTAL MSBSD SRO Program - Palmer HS	107,908	119,264	122,106	132,043	147,454
MSBSD SRO Program - Colony HS					
52-01-82-6011 CH SRO Regular Salaries	0	0	21,959	62,513	64,823
52-01-82-6012 CH SRO Regular Benefits	0	0	22,892	53,864	54,718
52-01-82-6015 CH SRO Overtime	0	0	3,318	7,000	7,465
52-01-82-6024 CH SRO-Travel	0	0	2,124	2,500	2,000
52-01-82-6026 CH SRO-Training	0	0	518	2,500	2,000
52-01-82-6035 CH SRO-Fuel	0	0	530	2,500	2,000
52-01-82-6044 CH SRO-Supplies	0	0	1,327	2,625	2,000
52-01-82-6076 CH Amortized SRO Equip Exp	0	0	4,333	8,666	8,666
52-01-82-6080 CH SRO Admin Expense	0	0	1,313	2,625	2,625
TOTAL MSBSD SRO Program - Palmer HS	0	0	58,314	144,793	146,297
TOTAL Expenditures	127,308	119,264	191,160	293,636	293,751
TOTAL Revenue Over (Under) Expenditures	0	0	-310	0	0

RECONCILIATION OF FUND BALANCE
NARCOTICS GRANTS FUND
FUND 53

	2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	2025 PROPOSED BUDGET
TOTAL REVENUES	\$ 61,885	\$ 191,111	\$ 150,692	\$ -
TOTAL EXPENDITURES	\$ 72,073	\$ 191,110	\$ 150,692	\$ -

Committed Fund Balance for Public Safety 12/31/2023 \$ 39,264

Fiscal Year 2024 Operations:

Budgeted operating revenues \$ 150,692
 Budgeted operating expenditures \$ (150,692)
 Estimated adjustment to fund balance \$ -

Estimated committed fund balance 12/31/2024 **\$ 39,264**

Fiscal Year 2025 Operations:

Budgeted operating revenues \$ -
 Budgeted operating expenditures \$ -
 Estimated adjustment to fund balance \$ -

Estimated committed fund balance 12/31/2025 **\$ 39,264**

**CITY OF PALMER
2025 PROPOSED BUDGET
NARCOTICS GRANT FUND**

Fund 53 Narcotics Grants Fund

Revenues	2021	2022	2023	2024	2025
Grants/ Federal Funding	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	PROPOSED BUDGET
53-00-00-3340 MSHF Task Force Grant	0	0	0	0	0
53-00-00-3342 MSB - Task Force Grant	75,000	0	0	0	0
53-00-00-3355 Fed DEA Overtime Reimb	13,998	7,414	0	0	0
TOTAL Grants/ Federal Funding	88,998	7,414	0	0	0
Other Revenues					
53-00-00-3673 Transfers From Other Funds	71,000	54,471	191,111	150,692	0
TOTAL Other Revenues	71,000	54,471	191,111	150,692	0
TOTAL Revenues	159,998	61,885	191,111	150,692	0

Expenditures	2021	2022	2023	2024	2025
Opiate Task Force	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	PROPOSED BUDGET
53-01-12-6011 Opiate TF Regular Salaries	49,056	34,410	72,695	82,662	0
53-01-12-6012 Opiate TF Benefits	49,898	30,249	84,595	68,030	0
53-01-12-6015 Opiate TF Overtime	21,317	7,414	33820	0	0
TOTAL Opiate Task Force	120,271	72,073	191,110	150,692	0
TOTAL Expenditures	120,271	72,073	191,110	150,692	0
TOTAL Revenue Over (Under) Expenditures	39,727	(10,188)	1	0	0

RECONCILIATION OF FUND BALANCE
NEIGHBORHOOD PARK FUND
FUND 55

	2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	2025 PROPOSED BUDGET
TOTAL REVENUES	\$ 2,400	\$ 10,877	-0-	-0-
TOTAL EXPENDITURES	-0-	-0-	-0-	-0-

Assigned Fund Balance for Parks 12/31/2023 \$ 68,516

Fiscal Year 2024 Operations:

Budgeted operating revenues \$ -

Budgeted operating expenditures \$ -

Estimated adjustment to fund balance -0-

Estimated assigned fund balance 12/31/2024 **\$ 68,516**

Fiscal Year 2025 Operations:

Budgeted operating revenues \$ -

Budgeted operating expenditures \$ -

Estimated adjustment to fund balance -0-

Estimated assigned fund balance 12/31/2025 **\$ 68,516**

**CITY OF PALMER
2025 PROPOSED BUDGET
NEIGHBORHOOD PARKS FUND**

Fund 55 Neighborhood Parks Fund

Revenues	2021	2022	2023	2024	2025
	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROPOSED
				BUDGET	BUDGET
Development Fees					
55-00-00-5001 Neighborhood Park Dev. Fee	3,000	2,400	10,550	0	0
TOTAL Development Fees	3,000	2,400	10,550	0	0
 Other Revenues					
55-00-00-3610 Interest/Investment Earnings	0	0	327	0	0
	0	0	327	0	0
 TOTAL Revenues	3,000	2,400	10,877	0	0
 Expenditures					
Administration					
55-01-10-6055 Improvements Other	0	0	0	0	0
TOTAL Administration	0	0	0	0	0
 TOTAL Expenditures	0	0	0	0	0
 TOTAL Revenue Over (Under) Expenditures	3,000	2,400	10,877	0	0

Introduced by: Finance Director Gina Davis
Date: October 22, 2024
Public Hearing: October 22, 2024
Action:
Vote:
Yes: No:

CITY OF PALMER, ALASKA

Resolution No. 25-001

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, 2025" with effective date of the pay plan to be January 1, 2025.

Approved by the Palmer City Council this _____ day of November, 2024.

Steve Carrington, Mayor

Shelly M. Acteson, CMC, City Clerk

CITY OF PALMER PAY PLAN -- January 1, 2025

Council Approved:

LEVEL	Level Classification by Job Title	Steps														
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1	Hourly	15.23	15.81	16.41	17.04	17.68	18.35	19.05	19.77	20.53	21.16	21.82	22.49	23.19	23.91	24.65
	Bi-weekly	1218.40	1264.80	1312.80	1363.20	1414.40	1468.00	1524.00	1581.60	1642.40	1692.80	1745.60	1799.20	1855.20	1912.80	1972.00
	Annual	31,678	32,885	34,133	35,443	36,774	38,168	39,624	41,122	42,702	44,013	45,386	46,779	48,235	49,733	51,272
2	Hourly	16.60	17.23	17.88	18.56	19.27	20.00	20.76	21.55	22.37	23.07	23.78	24.52	25.28	26.06	26.87
	Bi-weekly	1328.00	1378.40	1430.40	1484.80	1541.60	1600.00	1660.80	1724.00	1789.60	1845.60	1902.40	1961.60	2022.40	2084.80	2149.60
	Annual	34,528	35,838	37,190	38,605	40,082	41,600	43,181	44,824	46,530	47,986	49,462	51,002	52,582	54,205	55,890
3	Hourly	18.09	18.78	19.49	20.24	21.00	21.81	22.63	23.49	24.39	25.13	25.92	26.72	27.55	28.40	29.28
	Bi-weekly	1447.20	1502.40	1559.20	1619.20	1680.00	1744.80	1810.40	1879.20	1951.20	2010.40	2073.60	2137.60	2204.00	2272.00	2342.40
	Annual	37,627	39,062	40,539	42,099	43,680	45,365	47,070	48,859	50,731	52,270	53,914	55,578	57,304	59,072	60,902
4	Hourly	19.72	20.47	21.25	22.05	22.89	23.77	24.67	25.61	26.58	27.40	28.25	29.13	30.04	30.96	31.92
	Bi-weekly	1577.60	1637.60	1700.00	1764.00	1831.20	1901.60	1973.60	2048.80	2126.38	2192.00	2260.00	2330.40	2403.20	2476.80	2553.60
	Annual	41,018	42,578	44,200	45,864	47,611	49,442	51,314	53,269	55,286	56,992	58,760	60,590	62,483	64,397	66,394
5	Hourly	21.50	22.31	23.16	24.05	24.96	25.91	26.89	27.91	28.97	29.87	30.80	31.75	32.73	33.75	34.80
	Bi-weekly	1720.00	1784.80	1852.80	1924.00	1996.80	2072.80	2151.20	2232.80	2317.60	2389.60	2464.00	2540.00	2618.40	2700.00	2784.00
	Annual	44,720	46,405	48,173	50,024	51,917	53,893	55,931	58,053	60,258	62,130	64,064	66,040	68,078	70,200	72,384
6	Hourly	23.43	24.33	25.24	26.20	27.21	28.24	29.31	30.42	31.57	32.55	33.57	34.61	35.68	36.79	37.92
	Bi-weekly	1874.40	1946.40	2019.20	2096.00	2176.80	2259.20	2344.80	2433.60	2525.60	2604.00	2685.60	2768.80	2854.40	2943.20	3033.60
	Annual	48,734	50,606	52,499	54,496	56,597	58,739	60,965	63,274	65,666	67,704	69,826	71,989	74,214	76,523	78,874
7	Hourly	25.54	26.51	27.52	28.57	29.65	30.78	31.95	33.16	34.42	35.49	36.59	37.72	38.89	40.09	41.34
	Bi-weekly	2043.20	2120.80	2201.60	2285.60	2372.00	2462.40	2556.00	2652.80	2753.60	2839.20	2927.20	3017.60	3111.20	3207.20	3307.20
	Annual	53,123	55,141	57,242	59,426	61,672	64,022	66,456	68,973	71,594	73,819	76,107	78,458	80,891	83,387	85,987
8	Hourly	27.84	28.90	29.99	31.14	32.32	33.55	34.83	36.15	37.52	38.68	39.89	41.11	42.39	43.71	45.06
	Bi-weekly	2227.20	2312.00	2399.20	2491.20	2585.60	2684.00	2786.40	2892.00	3001.60	3094.40	3191.20	3288.80	3391.20	3496.80	3604.80
	Annual	57,907	60,112	62,379	64,771	67,226	69,784	72,446	75,192	78,042	80,454	82,971	85,509	88,171	90,917	93,725
9	Hourly	30.35	31.50	32.70	33.94	35.23	36.57	37.95	39.40	40.90	42.17	43.47	44.82	46.20	47.64	49.12
	Bi-weekly	2428.00	2520.00	2616.00	2715.20	2818.40	2925.60	3036.00	3152.00	3272.00	3373.60	3477.60	3585.60	3696.00	3811.20	3929.60
	Annual	63,128	65,520	68,016	70,595	73,278	76,066	78,936	81,952	85,072	87,714	90,418	93,226	96,096	99,091	102,170
10	Hourly	33.08	34.33	35.64	36.99	38.40	39.85	41.37	42.94	44.57	45.96	47.38	48.85	50.37	51.92	53.54
	Bi-weekly	2646.40	2746.40	2851.20	2959.20	3072.00	3188.00	3309.60	3435.20	3565.60	3676.80	3790.40	3908.00	4029.60	4153.60	4283.20
	Annual	68,806	71,406	74,131	76,939	79,872	82,888	86,050	89,315	92,706	95,597	98,550	101,608	104,770	107,994	111,363
11	Hourly	36.05	37.43	38.84	40.32	41.86	43.45	45.10	46.81	48.59	50.10	51.65	53.25	54.90	56.60	58.36
	Bi-weekly	2884.00	2994.40	3107.20	3225.60	3348.80	3476.00	3608.00	3744.80	3887.20	4008.00	4132.00	4260.00	4392.00	4528.00	4668.80
	Annual	74,984	77,854	80,787	83,866	87,069	90,376	93,808	97,365	101,067	104,208	107,432	110,760	114,192	117,728	121,389
12	Hourly	39.30	40.79	42.34	43.95	45.62	47.35	49.16	51.03	52.96	54.60	56.29	58.04	59.84	61.69	63.60
	Bi-weekly	3144.00	3263.20	3387.20	3516.00	3649.60	3788.00	3932.80	4082.40	4236.80	4368.00	4503.20	4643.20	4787.20	4935.20	5088.00
	Annual	81,744	84,843	88,067	91,416	94,890	98,488	102,253	106,142	110,157	113,568	117,083	120,723	124,467	128,315	132,288
13	Hourly	42.84	44.46	46.15	47.91	49.73	51.61	53.58	55.61	57.73	59.51	61.36	63.26	65.22	67.25	69.33
	Bi-weekly	3427.20	3556.80	3692.00	3832.80	3978.40	4128.80	4286.40	4448.80	4618.40	4760.80	4908.80	5060.80	5217.60	5380.00	5546.40
	Annual	89,107	92,477	95,992	99,653	103,438	107,349	111,446	115,669	120,078	123,781	127,629	131,581	135,658	139,880	144,206

Once an employee reaches step 15 for a full calendar year, employee will be eligible for a year end 2% lump sum merit if the employee receives an overall rating of "satisfactory" or higher on his or her performance evaluation and worked continuously as a regular fulltime or part-time employee.

2025 City of Palmer Expanded Pay Plan
Adopted by Resolution No. 25-001

	Steps (Level 1)								
	1	2	3	4	5	6	7	8	9
Hourly	15.23	15.81	16.41	17.04	17.68	18.35	19.05	19.77	20.53
Bi-weekly	1218.40	1264.80	1312.80	1363.20	1414.40	1468.00	1524.00	1581.60	1642.40
Annual	31,678	32,885	34,133	35,443	36,774	38,168	39,624	41,122	42,702

***Longevity Increments**

	10	11	12	13	14	15
Hourly	21.16	21.82	22.49	23.19	23.91	24.65
Bi-weekly	1692.80	1745.60	1799.20	1855.20	1912.80	1972.00
Annual	44,013	45,386	46,779	48,235	49,733	51,272

2025 City of Palmer Expanded Pay Plan
Adopted by Resolution No. 25-001

Level (Based on the Classification Plan): 2	
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	Seasonal Arena Attendant
Number of Authorized Full-Time Positions:	0
Number of Authorized Part-Time Positions:	0
Number of Authorized Seasonal Positions:	2 @ .10
Number of Authorized Seasonal Positions:	2 @ .50
Total Number of Positions for Seasonal Arena Attendant:	1.20
Number of Authorized Full-Time Positions:	Janitor/Light Maintenance
Number of Authorized Part-Time Positions:	2
Number of Authorized Part-Time Positions:	0
Number of Authorized Seasonal Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Janitor/Light Maintenance:	2
Number of Authorized Full-Time Positions:	Groundskeeper/Light Maintenance
Number of Authorized Part-Time Positions:	0
Number of Authorized Part-Time Positions:	0
Number of Authorized Seasonal Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	5 @ .30; 2 @ .50
Total Number of Positions for Groundskeeper:	2.50
Total Number of FTE for this Level:	5.70

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	Steps (Level 2)								
	1	2	3	4	5	6	7	8	9
Hourly	16.60	17.23	17.88	18.56	19.27	20.00	20.76	21.55	22.37
Bi-weekly	1328.00	1378.40	1430.40	1484.80	1541.60	1600.00	1660.80	1724.00	1789.60
Annual	34,528	35,838	37,190	38,605	40,082	41,600	43,181	44,824	46,530

***Longevity Increments**

	10	11	12	13	14	15
Hourly	23.07	23.78	24.52	25.28	26.06	26.87
Bi-weekly	1845.60	1902.40	1961.60	2022.40	2084.80	2149.60
Annual	47,986	49,462	51,002	52,582	54,205	55,890

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Level (Based on the Classification Plan): 3

Job Title: Seasonal Arena Specialist

Number of Authorized Full-Time Positions: 0

Number of Authorized Part-Time Positions: 0

Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)): 0

Number of Authorized Seasonal Positions: 1 @ .50

Total Number of Positions for Seasonal Arena Specialist: .50

Total Number of Positions for this Level: .50

Steps (Level 3)

	1	2	3	4	5	6	7	8	9
Hourly	18.09	18.78	19.49	20.24	21.00	21.81	22.63	23.49	24.39
Bi-weekly	1447.20	1502.40	1559.20	1619.20	1680.00	1744.80	1810.40	1879.20	1951.20
Annual	37,627	39,062	40,539	42,099	43,680	45,365	47,070	48,859	50,731

*Longevity Increments

	10	11	12	13	14	15
Hourly	25.13	25.92	26.72	27.55	28.40	29.28
Bi-weekly	2010.40	2073.60	2137.60	2204.00	2272.00	2342.40
Annual	52,270	53,914	55,578	57,304	59,072	60,902

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Level (Based on the Classification Plan): 4

Job Title:	Administrative Assistant – Community Development, City Manager, Public Safety (2), Public Works
Number of Authorized Full-Time Positions:	5
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Administrative Assistant:	5
Job Title:	Accounting Technician I
Number of Authorized Full-Time Positions:	4
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Accounting Technician I:	4
Job Title:	Cashier Receptionist
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Cashier Receptionist:	1
Job Title:	Community Development Specialist
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Community Development Specialist:	1

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	Library Technicians
Job Title:	0
Number of Authorized Full-Time Positions:	5 @ .50
Number of Authorized Part-Time Positions:	5 @ .095
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	2.98
Total Number of Positions for Library Technician:	13.98

	Steps (Level 4)								
	1	2	3	4	5	6	7	8	9
Hourly	19.72	20.47	21.25	22.05	22.89	23.77	24.67	25.61	26.58
Bi-weekly	1577.60	1637.60	1700.00	1764.00	1831.20	1901.60	1973.60	2048.80	2126.38
Annually	41,018	42,578	44,200	45,864	47,611	49,442	51,314	53,269	55,286

	*Longevity Increments					
	10	11	12	13	14	15
Hourly	27.40	28.25	29.13	30.04	30.96	31.92
Bi-weekly	2192.00	2260.00	2330.40	2403.20	2476.80	2553.60
Annual	56,992	58,760	60,590	62,483	64,397	66,394

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Level (Based on the Classification Plan): 5

	Accounting Technician II
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Accounting Technician II:	1
	Dispatcher I
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Dispatcher I:	1
	Arena & Facilities Operations Assistant
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Areen & Facilities Operations Assistant:	1
	Groundskeeper Foreman
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions Groundskeeper Foreman:	1
	Library Specialist
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Library Specialist:	1

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Job Title:	Library Technology Admin
Number of Authorized Full-Time Positions:	0
Number of Authorized Part-Time Positions:	1 @ .70
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Library Technology Admin:	.70
Job Title:	Solid Waste Collector
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Solid Waste Collector:	1
Total Number of Positions for this Level:	6.70

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		Steps (Level 5)								
		1	2	3	4	5	6	7	8	9
Hourly	21.50	22.31	23.16	24.05	24.96	25.91	26.89	27.91	28.97	
Bi-weekly	1720.00	1784.80	1852.80	1924.00	1996.80	2072.80	2151.20	2232.80	2317.60	
Annually	44,720	46,405	48,173	50,024	51,917	53,893	55,931	58,053	60,258	

*** Longevity Increments**

		10	11	12	13	14	15
Hourly	29.87	30.80	31.75	32.73	33.75	34.80	
Bi-weekly	2389.60	2464.00	2540.00	2618.40	2700.00	2784.00	
Annual	62,130	64,064	66,040	68,078	70,200	72,384	

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Level (Based on the Classification Plan): 6

	Deputy City Clerk
Job Title:	
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Deputy City Clerk:	1
	Dispatcher II
Job Title:	
Number of Authorized Full-Time Positions:	5
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	3 @ .20
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Dispatcher II:	5.60
	Library Assistant
Job Title:	
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Library Assistant:	1
	Library Services Coordinator
Job Title:	
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Library Services Coordinator:	1
	Support Services Specialist
Job Title:	
Number of Authorized Full-Time Positions:	0
Number of Authorized Part-Time Positions:	1 @ .50
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Number of Authorized Temporary Full-Time Positions:	0
Total Number of Positions for Support Services Specialist:	.50

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Total Number of Positions for this Level: 9.10

	1	2	3	4	5	6	7	8	9
Hourly	23.43	24.33	25.24	26.20	27.21	28.24	29.31	30.42	31.57
Bi-weekly	1874.40	1946.40	2019.20	2096.00	2176.80	2259.20	2344.80	2433.60	2525.60
Annually	48,734	50,606	52,499	54,496	56,597	58,739	60,965	63,274	65,666

***Longevity Increments**

	10	11	12	13	14	15
Hourly	32.55	33.57	34.61	35.68	36.79	37.92
Bi-weekly	2604.00	2685.60	2768.80	2854.40	2943.20	3033.60
Annual	67,704	69,826	71,989	74,214	76,523	78,874

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Level (Based on the Classification Plan): 7

Job Title: Evidence & Records Custodian

Number of Authorized Full-Time Positions: 1
 Number of Authorized Part-Time Positions: 0
 Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)): 0
 Number of Authorized Seasonal Positions: 0

Total Number of Positions for Evidence & Record Custodian: 1

Job Title: Maintenance Worker

Number of Authorized Full-Time Positions: 2
 Number of Authorized Part-Time Positions: 0
 Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)): 0
 Number of Authorized Seasonal Positions: 2 @ .25

Total Number of Positions for Maintenance Worker: 2.50

Job Title: Mechanic I

Number of Authorized Full-Time Positions: 1
 Number of Authorized Part-Time Positions: 0
 Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)): 0
 Number of Authorized Seasonal Positions: 0

Total Number of Positions for Mechanic I: 1

Job Title: Parks & Facility Manager

Number of Authorized Full-Time Positions: 1
 Number of Authorized Part-Time Positions: 0
 Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)): 0
 Number of Authorized Seasonal Positions: 0

Total Number of Positions for Parks & Facility Manager: 1

Job Title: Water/Wastewater Operator I

Number of Authorized Full-Time Positions: 3
 Number of Authorized Part-Time Positions: 0
 Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)): 0
 Number of Authorized Seasonal Positions: 0

Total Number of Positions for Water/Wastewater Operator I: 3

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Total Number of Positions for this Level: 8.50

	1	2	3	4	Steps (Level 7)					9
					5	6	7	8		
Hourly	25.54	26.51	27.52	28.57	29.65	30.78	31.95	33.16		34.42
Bi-weekly	2043.20	2120.80	2201.60	2285.60	2372.00	2462.40	2556.00	2652.80		2753.60
Annually	53,123	55,141	57,242	59,426	61,672	64,022	66,456	68,973		71,594

***Longevity Increments**

	10	11	12	13	14	15
Hourly	35.49	36.59	37.72	38.89	40.09	41.34
Bi-weekly	2839.20	2927.20	3017.60	3111.20	3207.20	3307.20
Annual	73,819	76,107	78,458	80,891	83,387	85,987

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Level (Based on the Classification Plan): 8	
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	Building Inspector
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized Seasonal Positions:	1 @.05
Total Number of Positions for Building Inspector:	1.05
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	Dispatch Supervisor
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Dispatch Supervisor:	1
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	Equipment Operator
Number of Authorized Full-Time Positions:	3
Number of Authorized Part-Time Positions:	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Equipment Operator:	3
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	Firefighter
Number of Authorized Full-Time Positions:	2
Number of Authorized Part-Time Positions:	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Firefighter:	2
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	Mechanic
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Mechanic:	1

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	Police Officer I
Number of Authorized On-Call Positions	1
Number of Authorized Full-Time Positions:	0
Number of Authorized Part-Time Positions:	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Police Officer I:	1
	Utility Meter Reader & Laborer
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Utility Meter Reader & Laborer:	1
	Water/Wastewater Operator II
Number of Authorized Full-Time Positions:	2
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Water/Wastewater Operator II:	2
Total Number of Positions for this Level:	13.05

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		Steps (Level 8)								
		1	2	3	4	5	6	7	8	9
Hourly		27.84	28.90	29.99	31.14	32.32	33.55	34.83	36.15	37.52
Bi-weekly		2227.20	2312.00	2399.20	2491.20	2585.60	2684.00	2786.40	2892.00	3001.60
Annually		57,907	60,112	62,379	64,771	67,226	69,784	72,446	75,192	78,042

		* Longevity Increments								
		10	11	12	13	14	15			
Hourly		38.68	39.89	41.11	42.39	43.71	45.06			
Bi-weekly		3094.40	3191.20	3288.80	3391.20	3496.80	3604.80			
Annual		80,454	82,971	85,509	88,171	90,917	93,725			

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Level (Based on the Classification Plan): 9

Job Title: Airport Superintendent

Number of Authorized Full-Time Positions: 1

Number of Authorized Part-Time Positions: 0

Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)): 0

Number of Authorized Seasonal Positions: 0

Total Number of Positions for Airport Superintendent: 1

Job Title: Controller

Number of Authorized Full-Time Positions: 1

Number of Authorized Part-Time Positions: 0

Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)): 0

Number of Authorized Seasonal Positions: 0

Total Number of Positions for Controller: 1

Job Title: Utilities Foreman

Number of Authorized Full-Time Positions: 1

Number of Authorized Part-Time Positions: 0

Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)): 0

Number of Authorized Seasonal Positions: 0

Total Number of Positions for Utility Foreman: 1

Total Number of Positions for this Level: 3

Steps (Level 9)

	1	2	3	4	5	6	7	8	9
Hourly	30.35	31.50	32.70	33.94	35.23	36.57	37.95	39.40	40.90
Bi-weekly	2428.00	2520.00	2616.00	2715.20	2818.40	2925.60	3036.00	3152.00	3272.00
Annually	63,128	65,520	68,016	70,595	73,278	76,066	78,936	81,952	85,072

*Longevity Increments

	10	11	12	13	14	15
Hourly	42.17	43.47	44.82	46.20	47.64	49.12
Bi-weekly	3373.60	3477.60	3585.60	3696.00	3811.20	3929.60
Annual	87,714	90,418	93,226	96,096	99,091	102,170

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Level (Based on the Classification Plan): 10	
Job Title:	Fire Officer
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Fire Officer:	1
Job Title:	Fire Prevention Officer
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Fire Prevention Officer:	1
Job Title:	Fire Training Officer
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Fire Training Officer:	1
Job Title:	Library Director
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Library Director:	1
Job Title:	Maintenance Superintendent
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Maintenance Superintendent:	1

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Job Title: Police Officer II

Number of Authorized Full-Time Positions: 10

Number of Authorized Part-Time Positions: 0

Number of Authorized Seasonal Positions: 2@ .20

Number of Authorized Seasonal Positions: 0

Total Number of Positions for Police Officer II: 10.40

Total Number of Positions for this Level: 15.40

		Steps (Level 10)								
		1	2	3	4	5	6	7	8	9
Hourly	33.08		34.33	35.64	36.99	38.40	39.85	41.37	42.94	44.57
Bi-weekly	2646.40		2746.40	2851.20	2959.20	3072.00	3188.00	3309.60	3435.20	3565.60
Annually	68,806		71,406	74,131	76,939	79,872	82,888	86,050	89,315	92,706

***Longevity Increments**

		10	11	12	13	14	15
Hourly	45.96	47.38	48.85	50.37	51.92	53.54	
Bi-weekly	3676.80	3790.40	3908.00	4029.60	4153.60	4283.20	
Annual	95,597	98,550	101,608	104,770	107,994	111,363	

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Level (Based on the Classification Plan): 11

Job Title:	Human Resource Manager
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Human Resource Manager:	1
Job Title:	Police Detective Sergeant
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Police Detective Sergeant:	1
Job Title:	Police Sergeant
Number of Authorized Full-Time Positions:	2
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Police Sergeant:	2
Total Number of Positions for this Level:	4

		Steps (Level 11)									
		1	2	3	4	5	6	7	8	9	
Hourly	36.05	37.43	38.84	40.32	41.86	43.45	45.10	46.81	48.59		
Bi-weekly	2884.00	2994.40	3107.20	3225.60	3348.80	3476.00	3608.00	3744.80	3887.20		
Annually	74,984	77,854	80,787	83,866	87,069	90,376	93,808	97,365	101,067		

***Longevity Increments**

		10	11	12	13	14	15
Hourly	50.10	51.65	53.25	54.90	56.60	58.36	
Bi-weekly	4008.00	4132.00	4260.00	4392.00	4528.00	4668.80	
Annual	104,208	107,432	110,760	114,192	117,728	121,389	

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Level (Based on the Classification Plan): 12	
Job Title:	Commander
Number of Authorized Full-Time Positions:	1
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Commander:	1
Total Number of Positions for this Level:	1

	Steps (Level 12)								
	1	2	3	4	5	6	7	8	9
Hourly	39.30	40.79	42.34	43.95	45.62	47.35	49.16	51.03	52.96
Bi-weekly	3144.00	3263.20	3387.20	3516.00	3649.60	3788.00	3932.80	4082.40	4236.80
Annually	81,744	84,843	88,067	91,416	94,890	98,488	102,253	106,142	110,157

	*Longevity Increments					
	10	11	12	13	14	15
Hourly	54.60	56.29	58.04	59.84	61.69	63.60
Bi-weekly	4368.00	4503.20	4643.20	4787.20	4935.20	5088.00
Annual	113,568	117,083	120,723	124,467	128,315	132,288

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Level (Based on the Classification Plan): 13

	Chief of Police
Job Title:	1
Number of Authorized Full-Time Positions:	0
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Chief of Police:	1
	Director of Community Development
Job Title:	1
Number of Authorized Full-Time Positions:	0
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Director of Community Development:	1
	Director of Finance
Job Title:	1
Number of Authorized Full-Time Positions:	0
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Director of Finance:	1
	Director of Public Works
Job Title:	1
Number of Authorized Full-Time Positions:	0
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Director of Public Works:	1
	Fire Chief
Job Title:	1
Number of Authorized Full-Time Positions:	0
Number of Authorized Part-Time Positions:	0
Number of Authorized On-Call Positions (Based on full-time equivalency (FTE)):	0
Number of Authorized Seasonal Positions:	0
Total Number of Positions for Fire Chief:	1
Total Number of Positions for this Level:	5

**2025 City of Palmer Expanded Pay Plan
Adopted by Resolution No. 25-001**

	Steps (Level 13)								
	1	2	3	4	5	6	7	8	9
Hourly	42.84	44.46	46.15	47.91	49.73	51.61	53.58	55.61	57.73
Bi-weekly	3427.20	3556.80	3692.00	3832.80	3978.40	4128.80	4286.40	4448.80	4618.40
Annually	89,107	92,477	95,992	99,653	103,438	107,349	111,446	115,669	120,078

***Longevity Increments**

	10	11	12	13	14	15
Hourly	59.51	61.36	63.26	65.22	67.25	69.33
Bi-weekly	4760.80	4908.80	5060.80	5217.60	5380.00	5546.40
Annual	123,781	127,629	131,581	135,658	139,880	144,206

2025 City of Palmer Expanded Pay Plan
Adopted by Resolution No. 25-001

Summary

Total Number of Authorized Full-Time Positions:	75.00
Total Number of Authorized Part-Time Positions:	3.70
Total Number of Authorized On-Call Positions:	1.73
Total Number of Authorized Seasonal Positions:	5.50
Total Number of Authorized Temporary Full-Time Positions:	0.00

*** Pay Increments Upon Reaching End of Pay Plan**

Once an employee reaches step 15 for a full calendar year, employee will be eligible for a year end 2% lump sum merit if the employee receives an overall rating of "satisfactory" or higher on his or her performance evaluation and worked continuously as a regular fulltime or part-time employee.

Introduced by: Finance Director Gina Davis
Date: October 22, 2024
Public Hearing: October 22, 2024
Action:
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

Resolution No. 25-002

A Resolution of the Palmer City Council Adopting the 2025 Fee Schedule for the City of Palmer for the Fiscal Year Beginning January 1, 2025, and Ending December 31, 2025,

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 2025 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, 2025, through December 31, 2025.

Approved by the Palmer City Council this _____ day of November, 2024.

Steve Carrington, Mayor

Shelly Acteson, CMC, City Clerk



City of Palmer

2025 Fee Schedule

(Adopted by Resolution No. 25-002)

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Airport Fees	
Aircraft Tie Down Space Apron A (T1-T9) 33'x44' Transient (per day)	\$ 5
Aircraft Tie Down Space Apron A (1-27) 33'x44' Monthly Apron C (6-33, 39-45) 33'x44' Monthly	\$ 35 32
Aircraft Tie Down Space Apron A (1-27) 33'x44' Quarterly Apron C (6-33, 39-45) 33'x44' Quarterly	\$ 100 91
Aircraft Tie Down Space Apron A (1-27) 33'x44' Annual Apron C (6-33, 39-45) 33'x44' Annual	\$ 367 334
Aircraft Tie Down Space Apron B (1-39)	\$ 35 32
Aircraft Tie Down Space Apron B (1-39)	\$ 100 91
Aircraft Tie Down Space Apron B (1-39)	\$ 367 334
Aircraft Tie Down Space Apron E (1-16) Quarterly	\$ 150
Aircraft Tie Down Space Apron E (1-16) Annual	\$ 550
Aircraft Tie Down Space Apron C (1-5, 34-38) 60'X61' Monthly	\$ 58 53
Aircraft Tie Down Space Apron C (1-5, 34-38) 60'X61' Quarterly	\$ 169 154
Aircraft Tie Down Space Apron C (1-5, 34-38) 60'X61' Annual	\$ 645 586
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.	

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

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

Application Filing Fees (Filing fees are nonrefundable)	
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

Book Challenge Requests	
Copies (per page)	\$.25
Charge for staff time above 5 hours for research/copying cost-actual personnel costs (copy for each person on the committee)	\$
Stipend for each member of the challenge committee per challenge meeting	\$ 100

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

Building Inspector Inspection Services and Fees	
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.

Business Licenses	
Business License:	
Annual license	\$ 25
Biennial license	\$ 50
State Fair License (duration of Fair – not transferable to annual license)	\$ 25
Special Event License (duration of the special event up to three days (not transferable to annual license)	\$ 10
Door to Door Solicitors License (non-refundable annual fee)	\$ 50
Business License – failure to apply before business opens:	
	\$ 25
Business License – late filing fee:	
Through February 1	\$ 25
Additional fee on March 1 (not to exceed \$50)	\$ 25
State Fair vendors failure to apply for a business license by the first day of the Fair.	\$ 25
State Fair vendors additional fee on September 2	\$ 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	
If 45 or more days notice	Full Refund rental rate and deposit
If less than 45 days notice	City keeps deposit and one day rental
If rental 3 consecutive days or more	Cancel 60 days in advance – Full refund
If rental 3 consecutive days or more	Cancel less than 60 days in advance – City keeps deposit and one day rental

Community Center (Railroad Depot) Rental Miscellaneous Fees	
Security Deposit	\$ 150
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

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

Generator		\$ 125 80
Push Mower		\$ 25
Backhoe & Attachment		\$ 125
Bucket Truck		\$ 125
Cement Mixer		\$ 45
Chainsaw		\$ 30
Compact Loader		\$ 110
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	\$200	\$ 125
Mini Excavator		\$ 110
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 (small)		\$ 55 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 (small)		\$ 70 55
Trash Pump		\$ 70 50
Vactor	\$250	\$ 125
Water/Sewer/Maintenance Utility Trucks		\$ 95
Weed Blower		\$ 25
Weed Whacker		\$ 25

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

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

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

Fire Training Center Rental Fees	
Classroom, each (per day, includes A/V and restrooms)	\$ 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

Fire Training Ground Items	
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

Miscellaneous	
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%

MTA Events Center	
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
Ice Reconditioning Blade Sharpening (Base fee)	\$ 100

Ice Reconditioning Extra Grinding (Chips & nicks)	\$	100
MTA Events Center Advertising Rates		
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

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

Palmer Public Library Fees		
Overdue items (per day, maximum \$5 per item)	\$.25
Library community room rental (per hour with two hour minimum)	\$	25
Library community room rental (nonprofit – annually, entitles renter one use per month)	\$	100
Copying fee (per page) Black & White	\$.25
Copying fee (per page) Color	\$.50
Replacement library cards	\$	3
Temporary card (4 months)	\$	10
Lost or Damaged Books		
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)	\$	TBD 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 materials books, DVD, audios,	\$	5
Lost or Damaged Videos/DVDs/CDs:		
Lost or 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
Equipment:		
E-Readers, Tablets, Laptops, Wonderbooks, Playaways, Audioplayers, DVD Players (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

Permits	
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

Public Information Requests	
Copies (per page)	\$.25
Copies of drawings, plans, books, etc. – actual cost	\$
Audio Recording	\$ 15
Requires a USB Flash Drive provided by City	\$ 10
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	

Sales Tax	
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 thereof 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	\$	75 50
After Hours/Holiday/Weekend Inspection Fee (hourly) (2 hour minimum)	\$	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)	\$	22.90 21.60
Over 5,000 gallons (plus meter charge and \$0.458 \$0.432 per 100 gallons plus sales tax)	\$	22.90 21.60
Monthly Wastewater Rates:		
0 to 5,000 gallons (plus sales tax)	\$	49.90 47.10
Over 5,000 gallons (plus \$0.998 \$0.942 per 100 gallons plus sales tax)	\$	49.90 47.10
Dump Station Fee (per month)	\$	250 180
Monthly Meter Charges:		
5/8" meter (plus sales tax)	\$17.65	\$ 16.65
3/4" meter (plus sales tax)	\$25.45	\$ 24.00
1" meter (plus sales tax)	\$45.00	\$ 42.45
1 1/2" meter (plus sales tax)	\$101.65	\$ 95.90
2" meter (plus sales tax)	\$180.10	\$ 169.90
3" meter (plus sales tax)	\$404.30	\$ 381.40
4" meter (plus sales tax)	\$720.40	\$ 679.60
6" meter (plus sales tax)	\$1,620.90	\$ 1,529.15
8" meter (plus sales tax)	\$2,881.40	\$ 2,718.30
Hydrant Meter Connection (3" Bulk) (per month plus \$.01 per gallon) (plus sales tax)	\$350	\$ 325.00
Monthly Unmetered Wastewater Service Rates:		
Unmetered wastewater service flat rate, 4 inch service line (plus sales tax)	\$57.35	\$ 54.10
Unmetered wastewater service flat rate, 6 inch service line (plus sales tax)	\$83.70	\$ 78.95
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.

Treatment Rates:	
0 - 5000 gallons (plus sales tax)	\$ 56.80
Over 5001 gallons (plus \$1.10 per 100 gallons) (plus sales tax)	\$ 56.80
Solid Waste Collection:	
Weekly refuse collection service (per month plus sales tax) 96 gallon can	\$ 30 29
Weekly refuse collection service (per month plus sales tax) 64 gallon can	\$ 24 23
Each additional container/bag 30 lb or less (per item)	\$ 5
64 and 96 gallon Residential Container Replacement cost	\$ 125 100
Oversize/special Item Collection/Disposal Fee	\$ 30
Freon Removal Fee	\$ 60 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)	\$ 75 50
Three Cubic Yard Container - Residential - each dump (plus sales tax)	\$ 33 31.50
Four Cubic Yard Container - Residential - each dump (plus sales tax)	\$ 42 40
Eight Cubic Yard Container - Residential - each dump (plus sales tax)	\$ 82 78
Three Cubic Yard Container – Commercial – Monthly fee (for one dump per week) (plus sales tax)	\$ 132 126
Three Cubic Yard Container – Commercial – Monthly fee (for two dumps per week) (plus sales tax)	\$ 264 252
Three Cubic Yard Container – Commercial – Monthly fee (for three dumps per week) (plus sales tax)	\$ 396 378
Four Cubic Yard Container – Commercial – Monthly fee (for one dump per week) (plus sales tax)	\$ 168 160
Four Cubic Yard Container – Commercial – Monthly fee (for two dumps per week) (plus sales tax)	\$ 336 320
Four Cubic Yard Container – Commercial – Monthly fee (for three dumps per week) (plus sales tax)	\$ 504 480
Eight Cubic Yard Container – Commercial – Monthly fee (for one dump per week) (plus sales tax)	\$ 328 312
Eight Cubic Yard Container – Commercial – Monthly fee (for two dumps per week) (plus sales tax)	\$ 656 624
Eight Cubic Yard Container – Commercial – Monthly fee (for three dumps per week) (plus sales tax)	\$ 984 936
Locking Dumpster (three or four yard includes delivery and pickup)	\$ 175

Introduced by: Finance Director Gina Davis
Date: October 22, 2024
Public Hearing: October 22, 2024
Action:
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

Resolution No. 25-003

A Resolution of the Palmer City Council Adopting the 2025 Fine Schedule for the City of Palmer for the Fiscal Year Beginning January 1, 2025, and Ending December 31, 2025

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 2025 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, 2025, through December 31, 2025.

Approved by the Palmer City Council this _____ day of November, 2024.

Steve Carrington, Mayor

Shelly Acteson, CMC, City Clerk



City of Palmer

2025 Fine Schedule

(Adopted by Resolution No. 25-003)

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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.

Palmer Municipal Code (PMC) Title 1 General Provisions
Chapter 1.08 General Penalty
Section 1.08.011 General Fine Penalties
<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"> • \$75 for the first offense. • \$150 for the second offense of the same ordinance within 365 days of the first offense. • \$300 for the third offense of the same ordinance within 365 days of the second offense. <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"> 1. Payment of the fine amount and the applicable surcharge listed in AS 12.55.039 and AS 29.25.074; and 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. <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>
Section 1.08.013 Other Remedies
<ol style="list-style-type: none"> 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. 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. C. An action to enjoin a violation may be brought notwithstanding the availability of any other remedy. D. On application for injunctive relief and a finding of a violation or threatened violation, the superior court shall grant the injunction. E. Each day that a violation of a provision of this code continues constitutes a separate violation. F. This section does not bar other civil remedies.
Section 1.08.020 Penalty Surcharge
<ol style="list-style-type: none"> 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"> 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; 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

(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

Chapter 6.12 Licensing			
Section Title:	Section Citation:	Fine:	Fine Citation:
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

Chapter 6.14 Domestic Animal Bite and Attack Incidents			
Section Title:	Section Citation:	Fine:	Fine Citation:
Owner Compliance	6.14.060	First offense: \$ 100	6.28.010
		Second offense: \$ 200	
		Third offense: \$ 300	

Chapter 6.24 Hindering officers prohibited			
Section Title:	Section Citation:	Fine:	Fine Citation:
Hindering Officer Prohibited	6.24.010	First offense: \$ 75	6.28.010
		Second offense: \$ 150	
		Third offense: \$ 300	

Palmer Municipal Code (PMC) Title 8 Health & Safety

Chapter 8.09 Prohibiting the Distribution of Single-Use Disposable Plastic Shopping Bags			
Section Title:	Section Citation:	Fine:	Fine Citation:
Single-Use Disposable Plastic Shopping Bags Prohibited	8.09.030	First Offense: Warning Second Offense: \$ 100 Third Offense: \$ 300	8.09.050

Chapter 8.10 Prohibiting Smoking in Places of Employment and Public Places			
Section Title:	Section Citation:	Fine:	Fine Citation:
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
Chapter 8.11 Marijuana Use and Prohibitions			
Section Title:	Section Citation:	Fine:	Fine Citation:
Consuming in a public place	8.11.030	\$ 100	8.11.030
Marijuana oil, flammable extraction	8.11.050	\$ 100	8.11.050
Chapter 8.12 Fluoridation			
Section Title:	Section Citation:	Fine:	Fine Citation:
Public Water System	8.12.010	\$ 300	1.08.011
Chapter 8.16 Sewage Disposal			
Section Title:	Section Citation:	Fine:	Fine Citation:
Waste Disposal Systems Required	8.16.010	\$ 300	1.08.011
Chapter 8.20 Garbage Collection and Disposal			
Section Title:	Section Citation:	Fine:	Fine Citation:
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
Chapter 8.36 Nuisances			
Section Title:	Section Citation:	Fine:	Fine Citation:
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

Chapter 8.37 Junk Vehicles			
Section Title:	Section Citation:	Fine:	Fine Citation:
Junk Vehicles Unlawful	8.37.020	First offense: \$ 75	8.37.090
		Second offense: \$ 150	
		Third offense: \$ 300	
Chapter 8.38 Nuisance – Junk, Litter and Unsightly Premises			
Section Title:	Section Citation:	Fine:	Fine Citation:
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
Chapter 8.42 Fireworks			
Section Title:	Section Citation:	Fine:	Fine Citation:
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	

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

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

Chapter 9.58 Sale of Poison			
Section Title:	Section Citation:	Fine:	Fine Citation:
Selling Poison Without Label	9.58.10	First offense: \$ 75	9.58.020
		Second offense: \$ 150	
		Third offense: \$ 300	
Chapter 9.60 Sale of Unwholesome Food			
Section Title:	Section Citation:	Fine:	Fine Citation:
Prohibited When	9.60.010	First offense: \$ 75	9.60.020
		Second offense: \$ 150	
		Third offense: \$ 300	
Chapter 9.67 Curfew Hour for Minors			
Section Title:	Section Citation:	Fine:	Fine Citation:
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	
Chapter 9.74 Discharge of Firearms			
Section Title:	Section Citation:	Fine:	Fine Citation:
Prohibited When – Exceptions	9.74.010	First offense: \$ 75	9.74.020
		Second offense: \$ 150	
		Third offense: \$ 300	

Palmer Municipal Code (PMC) Title 10 Vehicles & Traffic *			
Chapter 10.04 Traffic Code			
Section Title:	Section Citation:	Fine:	Fine Citation:
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
Chapter 10.08 Regulation of Off-Highway Vehicles			
Section Title:	Section Citation:	Fine:	Fine Citation:
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	

Palmer Municipal Code (PMC) Title 14 Signs			
Chapter 14.08 Sign Regulations			
Section 14.08.0240 Remedies and Civil Penalties (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.			

Palmer Municipal Code (PMC) Title 15 Buildings and Construction

Chapters 15.00 through 15.70

All chapters within Title 15 are subject to the following fines:	First offense:	\$ 75	15.60.020
	Second offense:	\$ 150	10.08.100
	Third offense:	\$ 300	10.08.100

Introduced by: Finance Director Gina Davis
Date: October 22, 2024
Public Hearing: October 22, 2024
Action:
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

Resolution No. 25-004

A Resolution of the Palmer City Council Adopting the Five-Year Capital Improvement Program for the Fiscal Year Beginning January 1, 2025, and Ending December 31, 2025

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, 2025, through December 31, 2025.

Approved by the Palmer City Council this _____ day of November, 2024.

Steve Carrington, Mayor

Shelly Acteson, CMC, City Clerk

Legislative Priority	Project	Funding Sources	Year of Initiation/ Execution	Cost Estimate	2024 total	2024 Remaining	2025 Addition	2025 Total	2026 Addition	2027 Addition	2028 Addition	2029 Addition
N	MTA Equipment Arena	COP	Annually	\$	286,592	\$ 68,077	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
N	Water Reservoir Repair	COP-W/S	2017	\$ 183,265	\$ 44,034	\$ 44,034	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
N	ADA Sidewalk Match	COP/Grant	2017	\$ 250,000	\$ 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	\$ 18,998	\$ 18,998	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
N	W/S Lift station and well pumps	COP-W/S	Annually	\$ 155,000	\$ 90,000	\$ 365,225	\$ 80,000	\$ 445,225	\$ -	\$ -	\$ -	\$ -
N	Water/Sewer Truck	COP-W/S	2023	\$ 55,000	\$ 10,655	\$ 10,655	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ 75,000
N	Police Vehicle Annual Replacement	COP	Annually	\$ 65,000	\$ 257,920	\$ 9,758	\$ -	\$ -	\$ 154,000	\$ -	\$ 154,000	\$ -
N	Park Improvements	COP	As needed	\$	\$ 99,104	\$ 86,291	\$ -	\$ 86,291	\$ -	\$ -	\$ -	\$ -
N	Public Building Maintenance	COP	As needed	\$ 500,000	\$ 56,504	\$ 28,201	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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	\$ 14,992	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -
N	Golf Course Infrastructure	COP	Annually	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -
N	Depot updates-piping	COP	2019	\$ 15,000	\$ 3,262	\$ 3,262	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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	\$ 235,216	\$ 229,434	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
N	Taxiway November Design Project	FAA/COP	2021	\$ 446,093	\$ 20,591	\$ 20,591	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
N	Fire Support Vehicle	COP	2023	\$ 80,000	\$ 80,000	\$ 12,275	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
N	Fire Command Vehicle & Equipment	COP	2023	\$ 80,000	\$ 80,000	\$ 12,276	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
N	PW Vehicles	COP	2023	\$ 74,000	\$ 74,000	\$ 3,046	\$ -	\$ -	\$ -	\$ 85,000	\$ -	\$ -
N	Library Sidewalk	COP	2023	\$ 190,000	\$ 190,000	\$ 190,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
N	Annual Road Paving	COP	2022	\$ 600,000	\$ 600,000	\$ 680,808	\$ -	\$ 680,808	\$ 400,000	\$ 400,000	\$ 200,000	\$ 200,000
N	General CIP Pathways	COP	2023	\$ 464,597	\$ 35,043	\$ 22,278	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
N	Construct Taxiway November, Phase 1	FAA	2023	\$ 6,846,666	\$ 5,672,475	\$ 257,304	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
N	Apron E Construction	FAA/COP	2023	\$ 2,383,041	\$ 1,934,542	\$ 177,130	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
N	Engine Bolt Heaters on Apron E	FAA	2023	\$ 88,000	\$ 88,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
N	City Hall Carpet Replacement & Interior Paint	COP	2023	\$ 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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
N	Parks & Facility Storage Shed/Maintenance	COP	2023	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
N	Depot Building Back Deck Replacement	COP	2023	\$ 10,000	\$ 10,312	\$ 8,332	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Prior Year Funded (Carry over) \$3,361,690
2025 Recommended additional funding \$295,000

Legislative Priority	Project	Funding Sources	Year of Initiation/ Execution	Cost Estimate	2024 total	2024 Remaining	2025 Addition	2025 Total	2026 Addition	2027 Addition	2028 Addition	2029 Addition
N	Library Parking Lot	COP	2023	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	\$ -				\$ -
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	\$ 115,200	\$ 4,490	\$ -	\$ -				
N	Purchase Fire Hose	COP	2023	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -				
N	City Wide Curb painting	COP	2023	On Going	\$ 51,677	\$ 23,823	\$ -	\$ -	\$ -	\$ 51,000	\$ -	\$ -
N	Water Correlator	W/S	2023	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ 50,000				
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	\$ 33,299	\$ -	\$ 33,299		\$ 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	\$ -	\$ 91,000				
N	Paint Public Safety Buildings Inside & Out	COP	2024	\$ 50,000	\$ 50,543	\$ 16,043	\$ -	\$ 16,043				
N	Carpet Replacement PD	COP	2024	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	\$ 40,000				
N	PD Feasibility Study	COP	2024	\$ 50,000	\$ 50,000	\$ 46,415	\$ -	\$ -				
N	Police Station	COP	2024	\$ 20,000	\$ 22,479	\$ 22,479	\$ -	\$ -				
N	City Hall Copier	COP	2024	\$ 24,000	\$ 25,000	\$ 25,000	\$ -	\$ 25,000				
N	Water System Upgrades	W/S	2024	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 250,000				
N	Fire Fleet Replacement	COP	2024	\$ 281,695	\$ 281,695	\$ 181,640	\$ -	\$ 181,640				
N	Airport Lighting Design	FAA/COP	2024		\$ -	\$ -	\$ 90,000	\$ 90,000	\$ 420,000	\$ 420,000	\$ 420,000	
Y	COP Library	COP	2025									
N	Airport Paving Design/Paving	COP/FAA	2025	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ 420,000	\$ 420,000	\$ 420,000	
N	Public Safety Blog Updates	COP/Grant	2025	\$ 185,000					\$ 1,000,000	\$ 185,000	\$ 260,000	
N	Remodel Station 3-1	COP/Grant	2025	\$ 1,000,000					\$ 120,000	\$ 100,000		
N	Pave Vehicle Area Fire Training Ctr/Com Dev	COP	2025	\$ 120,000					\$ 80,000			
N	Replace Support 3-1	COP	2025	\$ 100,000					\$ 200,000	\$ 200,000	\$ 100,000	
N	Purchase Air Packs	COP	2025	\$ 80,000					\$ 100,000	\$ 200,000	\$ 100,000	
N	Railroad ROW Improvements	COP	2025	\$ 500,000					\$ 30,000	\$ 60,000		
N	Community Development Bldg Landing & Stairs	COP	2026	\$ 30,000					\$ 60,000			
N	Depot Updates- Windows	COP	2026	\$ 60,000					\$ 50,000	\$ 100,000	\$ 60,000	
N	Parks Improvements Bleachers, Pavilion for Curtis Arcala	COP/Grants	2026	On Going					\$ 60,000	\$ 100,000	\$ 60,000	\$ 60,000

Legislative Priority	Project	Funding Sources	Year of Initiation/ Execution	Cost Estimate	2024 total	2024 Remaining	2025 Addition	2025 Total	2026 Addition	2027 Addition	2028 Addition	2029 Addition
	Acquire Avigation Easement, Construct Mitigation & Relocate RW16 Threshold	FAA/COP	2026	\$ 2,218,900						\$ 110,950		
N	Boiler Truck	COP	2026	\$ 190,000					\$ 190,000			
N	Bucket Truck	COP	2026	\$ 300,000					\$ 300,000			
N	Snow Removal Equipment	COP/FAA	2026	\$ 740,000					\$ 50,000			
2027												
N	Update Fire classroom building	COP	2027	\$ 150,000						\$ 150,000		
N	Training Center EOC Addition		2027							\$ 1,000,000		
N	Replace Rescue 3-1	COP	2027	\$ 500,000						\$ 500,000		
N	Airport Sand Storage/AARF Truck	COP	2027	\$ 750,000						\$ 750,000		
N	City Hall Exterior Painting	COP	2027	\$ 100,000						\$ 100,000		
N	Purchase Turnouts	COP	2027	\$ 120,000						\$ 120,000		
2028 & 2029												
N	Airport Paving Design/Paving	COP/FAA	2029	\$ 1,500,000								\$ 90,000
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 S136 (training center)	COP	Undetermined	\$ 50,000								
N	Roof over Fire conexes Design	COP	Undetermined	\$ 55,000								
N	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				\$ 32,662,869	\$ 14,182,713	\$ 5,879,569	\$ 295,000	\$ 3,656,690	\$ 3,369,000	\$ 3,871,950	\$ 1,769,000	\$ 565,000

2025 Funding Breakdown		\$ 295,000 additional from General Fund unassigned balance
General Fund	\$ 125,000	\$ 801,103 from annual contribution
Airport Fund	\$ 90,000	Enterprise Fund
Solid Waste Fund	\$ -	Enterprise Fund
W/S	\$ 80,000	Enterprise Fund

Legislative Priority	Project	Funding Sources	Year of Initiation/ Execution	Cost Estimate	2024 total	2024 Remaining	2025 Addition	2025 Total	2026 Addition	2027 Addition	2028 Addition	2029 Addition
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2026 Funding Breakdown		\$ 3,369,000	additional
General Fund	\$ 3,089,000	\$530,000 from annual contribution	\$2,559,000 from General Fund unassigned balance
W/S		from enterprise funds	
Airport Fund	\$ 470,000	Enterprise Fund	

2027 Funding Breakdown		\$ 3,871,950	additional
General Fund	\$ 2,516,000	\$475,000 from annual contribution	\$2,041,000 from General Fund unassigned balance
W/S	\$ 75,000	from enterprise funds	
Airport Fund	\$ 1,280,950	Enterprise Fund	

2028 Funding Breakdown		\$ 1,769,000	additional
General Fund	\$ 1,349,000	\$420,000 from annual contribution	\$929,000 from General Fund unassigned balance
W/S	\$ -	from enterprise funds	
Airport Fund	\$ 420,000	Enterprise Fund	

2029 Funding Breakdown		\$ 565,000	additional
General Fund	\$ 400,000	\$400,000 from annual contribution	\$0.00 from General Fund unassigned balance
W/S	\$ 75,000	from enterprise funds	
Airport Fund	\$ 90,000	Enterprise Fund	

Introduced by: Finance Director Gina Davis
 Date: October 22, 2024
 Public Hearing: October 22, 2024
 Action:
 Vote:

Yes:	No:

CITY OF PALMER, ALASKA

Resolution No. 25-005

A Resolution of the Palmer City Council Adopting a Budget for the City of Palmer, Alaska for the Fiscal Year Beginning January 1, 2025, and Ending December 31, 2025, 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 2025 Budget was held on Tuesday, October 22, 2024, Tuesday, November 12, 2024, and continued on Tuesday, November 26, 2024; and

WHEREAS, the Palmer City Council has reviewed the budget presented by the City Manager for the 2025 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 2025 has been reviewed by the City Council.

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

	Revenues
General Fund (01)	\$ 16,652,308
Enterprise Funds	
Water/Sewer (02)	\$ 4,421,200
Airport (03)	\$ 656,691
Solid Waste (05)	\$ 891,230
Golf Course (15)	\$ 731,000
Capital	
General CIP Projects (08)	\$ -
General CIP Equipment (09)	\$ 125,000
Road Fund (10)	\$ -
Water & Sewer Projects (24)	\$ 80,000
Airport CIP Projects (30)	\$ 90,000
Special Revenue Funds	
Police Grants (52)	\$ 293,751
Total Revenues	\$ 23,941,180

	Expenditures
General Fund (01)	\$ 15,274,834
Enterprise Funds	
Water/Sewer (02)	\$ 3,416,821
Airport (03)	\$ 656,691
Solid Waste (05)	\$ 815,971
Golf Course (15)	\$ 706,511
Capital Improvements	
General CIP Projects (08)	\$ -
General CIP Equipment (09)	\$ 125,000
Road Fund (10)	\$ -
Water & Sewer Projects (24)	\$ 80,000
Airport CIP Projects (30)	\$ 90,000
Special Revenue Funds	
Police Grants (52)	\$ 293,751
Total Expenditures/Expenses	\$ 21,459,579

Section 3. That the rate of the tax levy for the City of Palmer, Alaska for the fiscal year 2025 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 2025 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 2025 operating budget is adopted for a period of one (1) year, that being from January 1, 2025, through December 31, 2025.

Approved by the Palmer City Council this _____ day of November, 2024.

Steve Carrington, Mayor

Shelly M. Acteson, CMC, City Clerk

CITY OF PALMER REVENUES

FUND TITLE	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	2025 PROPOSED BUDGET
GENERAL FUND					
Arena Fees	294,394	340,541	404,958	369,700	395,700
Taxes	10,951,989	12,501,888	12,879,555	12,244,120	13,144,000
Permits/License	200,750	227,664	241,544	197,300	200,300
Grants/Federal Funding	513,136	643,323	583,887	513,525	491,543
Fees & Services	1,266,805	1,529,929	1,565,450	1,717,909	2,160,665
Fines & Forfeitures	62,574	84,040	53,244	61,000	61,000
Other Revenues	461,621	795,143	1,023,349	157,350	199,100
GENERAL FUND TOTAL	13,751,269	16,122,528	16,751,987	15,260,904	16,652,308
ENTERPRISE FUND					
Water/Sewer					
Fees & Services	3,434,090	3,737,691	3,865,295	3,872,000	4,285,000
Other Revenues	67,710	399,880	(121,418)	81,000	136,200
TOTAL	3,501,800	4,137,571	3,743,877	3,953,000	4,421,200
Airport					
Fees & Srvs/Taxes/Grants	389,401	323,650	334,425	394,987	392,667
Other Revenues	1,523	149,322	127,428	168,000	264,024
TOTAL	390,924	472,972	461,853	562,987	656,691
Land					
Other Revenues	439,951	0	7,095	0	0
TOTAL	439,951	0	7,095	0	0
Solid Waste					
Fees & Services	806,087	806,387	841,811	855,000	871,230
Other Revenues	10,649	60,038	21,966	12,000	20,000
TOTAL	816,736	866,425	863,777	867,000	891,230
Golf Course					
Fees & Services	677,936	669,638	742,621	673,500	731,000
Sales & Rentals	0	0	0	0	0
Other Revenues	0	47,922	3,251	161,991	0
TOTAL	677,936	717,560	745,872	835,491	731,000
ENTERPRISE FUND TOTAL	5,827,347	6,194,528	5,822,474	6,218,478	6,700,121
CAPITAL PROJECT FUND					
General	1,992	460,095	2,916,307	7,341,138	0
Equipment	521,850	1,300,494	2,089,474	806,701	125,000
Roads	0	400,000	500,000	600,000	0
Water/Sewer	3,190,730	5,280,542	1,885,042	5,249,740	80,000
Airport	362,041	628,094	6,341,935	3,119,656	90,000
CAPITAL PROJECT FUND TOTAL	4,076,613	8,069,225	13,732,758	17,117,235	295,000
SPECIAL REVENUE FUND					
Drug Seizure	624	0	18,618	0	0
Police Grants	127,308	119,264	190,850	293,636	293,751
Narcotics Grants Fund	159,998	61,885	191,111	150,692	0
Neighborhood Park Fund	3,000	2,400	10,877	0	0
SPECIAL REVENUE FUND TOTAL	290,930	183,549	411,456	444,328	293,751
FUND TOTALS	23,946,159	30,569,830	36,718,675	39,040,945	23,941,180

CITY OF PALMER EXPENDITURES/EXPENSES

FUND TITLE	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	2025 PROPOSED BUDGET
GENERAL FUND					
Manager	616,890	707,977	806,696	902,888	924,769
Finance	1,328,234	1,254,583	1,340,225	1,134,876	1,176,429
Community Development	624,926	588,935	728,679	829,577	853,370
City Hall	73,995	86,289	84,235	94,384	94,785
Tourist Center	192,776	221,935	206,808	216,902	224,237
Depot	31,684	36,769	34,349	54,982	56,114
Library & Other Grants	635,367	680,522	1,239,718	1,021,456	1,023,070
Non-Departmental	527,518	2,172,444	3,283,453	3,279,741	238,524
MTA Events Center	423,364	735,660	431,110	519,123	585,968
Parks & Facilities	1,236	85,338	114,385	193,060	179,000
Clerk Council/Elections	448,142	433,690	524,881	593,280	624,536
Public Safety	3,755,049	5,061,062	5,548,054	6,961,144	6,575,751
Public Works	1,938,832	2,084,077	2,383,752	2,616,247	2,718,281
TOTAL GENERAL FUND	10,598,013	14,149,283	16,726,345	18,417,660	15,274,834
ENTERPRISE FUND					
Water/Sewer	6,576,271	5,885,120	5,955,304	3,827,304	3,416,821
Airport	1,473,143	1,442,845	1,537,013	503,408	656,691
Land	0	0	0	0	0
Solid Waste	823,083	830,760	861,098	852,969	815,971
Golf Course	644,395	656,461	646,699	835,491	706,511
TOTAL ENTERPRISE FUND	9,516,892	8,815,186	9,000,114	6,019,172	5,595,994
CAPITAL PROJECTS FUND					
General Capital Projects	17,930	207,842	1,034,785	9,797,222	0
Equipment	586,411	331,114	1,865,278	2,095,052	125,000
Roads	8,461	296,985	493,247	1,430,975	0
Water/Sewer Capital Projects	3,501,049	4,589,781	2,254,028	5,690,233	80,000
Airport Capital Projects	300,165	497,597	6,462,093	3,311,087	90,000
TOTAL CAPITAL PROJECTS FUND	4,414,016	5,923,319	12,109,431	22,324,569	295,000
SPECIAL REVENUE FUND					
Drug Seizure	0	4,848	0	0	0
Police Grants	127,308	119,264	191,160	293,636	293,751
Narcotics Grant Fund	120,271	71,568	191,110	150,692	0
Neighborhood Park Fund	0	0	0	0	0
TOTAL SPECIAL REVENUE FUND	247,579	195,680	382,270	444,328	293,751
TOTAL EXPENDITURES/EXPENSES	24,776,500	29,083,468	38,218,160	47,205,729	21,459,579

Account Category Descriptions

Account Code	Account Category	Description
6011	Regular Employees	Salaries of Full time employees
6012	Fringe Benefits	Benefits of all employees
6013	PT Salaries	Salaries of part time employees including seasonal and on-call
6014	Standby Pay (PW, WS)	Pay for stand-by (weekend/afterhours)
6015	Regular-Overtime	Overtime of full time employees
6016	PT-Overtime	Overtime for part time employees
6019	Leave Accrual	Leave cash out
6021	Audit	Audit service fee-department portion
6022	Advertising	Boards, Open Houses, monthly ads (print and radio)
6023	Subscriptions & Dues	Professional and trade subscription and dues
6024	Travel	Travel including air, rail, auto, hotel, and per diem costs
6024	Travel/Education Council	Travel including air, rail, auto, hotel, and per diem costs
6026	Training	Training fees, conference fees and training materials
6026	Training/Travel Clerk	Training fees, conference fees and training materials
6027	Legal Fees	Fees paid to the attorney and other fees related to legal matters
6028	Engineering	Specialized services
6029	Services	Services to the city that are not recurring or long term contract
6030	Contractual Services	Services to the city that are contracted
6031	Telephone	Telephone services that include internet, telephone and cell service
6032	Power	Electricity (MEA)
6033	Heat	Building heating (ENSTAR)
6034	Water/Sewer/Garbage	Utilities paid by city departments
6035	Fuel	Vehicle fuel
6036	Rental and Lease	Fees for equipment usage
6037	Insurance	Department share of insurance not including vehicle
6038	Vehicle Insurance	Vehicle insurance
6040	Supplies	Supplies other than office or vehicle
6040	Supplies/Vending (MTA)	Items for vending machings-MTA EC only
6040	Credit Card Fees (Com Dev)	Fees paid for credit card services
6040	Supplies/Books/Subscripti	Professional and trade subscription, books, and dues
6041	Office Supplies	Supplies to for day to day operations (paper, pens, etc)
6042	Vehicle Supplies	Supplies other than maintenance
6043	Uniform Allowance	Clothing and personal use items for specific duty
6044	Operating Supplies	Supplies specific to a function/operation
6045	Repair & Maintenance	Building and equipment repair
6046	Small Tools & Equipment	Hand tools and small equipment
6048	Janitorial Supplies	Cleaning supplies
6049	Chemicals & Dust Control	Road treatment-summer
6049	Chemicals (Water)	Water treatment
6052	Buildings (Airport Only)	Airport building support (Airport owned)
6053	Equipment	Equipment other than office or hand tools
6054	Office Equipment	Equipment for the office-desk, chairs,computer accessories)
6055	Fire Rescue Equipment	Rescue specific equipment

Account Category Descriptions

Account Code	Account Category	Description
6057	Printing	Off site printing costs-binding, enlarged copy, laminated copies
6058	Postage	USPS and other Mailing/Shipping fees
6059	Board Stipends	Payment to board members
6064	Alaska RR Permits	Permit fees paid to the AKRR
6065	Road Paint (PW)	Striping and markings (crosswalks, bike lanes, side marking)
6065	Wellness Fund (CM)	Biometric testing and incentives
6066	Road Salt And Sand	Road treatment
6067	Safety Equipment	Personal safety equipment
6068	Community Council Grants	Grants provided by the council to community events/activities
6068	PW Crack Sealing	Asphalt maintenance activity
6069	Discretionary Funds	City Manager only for what ever may come up during the year
6071	Community Planning	Items required for community planning (open houses)
6072	Unemployment Taxes	Consolidated in HR all employees
6073	Council Meetings Broadcast	Radio and Internet broadcast services (council meetings only)
6075	Christmas Decoration (PW)	City provided decorations for public buildings and street poles
6075	Employee Recognition (CM)	Limited items to include cake for retirements and special occasions
6076	Depreciation	Enterprise Funds only
6077	Payment In Lieu Of Taxes	Enterprise funds only
6078	Transfers Out	Transfer out of funds to another fund
6082	General Admin Expense	Enterprise funds only for services provided by General Fund activities
6090	Blackboard Connect	Blackboard Communications contract
6095	Genl Fund It Hard/Soft Ware	IT Hardware and Software
6096	Computer Services	IT contract and consulting
6098	Lobbying Services	Lobbying State, Fed and other political bodies or initiatives that support the city
6099	Election Expenses	Election specific supplies and items
6100	SART Donation (PD)	Sexual Assault Response Team donation for services
6101	Codification Consulting Svcs	Providing Code maintenance services
6102	Records Management	Providing for records management
6103	Marketing	Promoting the city in various formats (Miners, Chamber, etc)
6104	Learn to Skate	MSB ice skate program
6110	Sister City Program	Exchange program with Saroma Japan
6112	Rowland Memorial Fund Expense	Memorial Fund
6200	Golf Course - CIP	Golf Course item only
6590	Beer Expenses	Golf Course item only

**CITY OF PALMER
2025 PROPOSED BUDGET
CONSOLIDATED FULL TIME SALARIES**

Account Number	Department	2021	2022	2023	2024	2025
		Actual	Actual	Actual	Adopted Budget	Proposed Budget
01-01-05-6011	City Manager	271,137	289,361	305,572	315,112	315,425
01-01-10-6011	Finance	422,604	418,820	448,369	490,839	506,780
01-01-12-6011	Community Development	290,928	300,063	323,140	367,682	378,466
01-02-10-6011	Mayor/Council/Clerk	81,867	92,672	151,789	165,363	170,907
01-12-10-6011	Police Admin.	808,433	1,087,328	1,215,414	1,442,107	1,466,061
01-12-70-6011	Dispatch	314,347	478,064	420,450	529,183	286,864
01-13-10-6011	Fire Admin.	174,749	256,747	298,010	593,470	637,108
01-17-10-6011	Public Works Admin.	341,699	382,304	387,624	420,080	440,112
01-17-40-6011	Public Works Roads	202,177	203,522	183,359	249,672	257,049
01-17-80-6011	Public Works Vehicle Maint.	71,169	74,157	79,364	82,526	85,070
01-17-90-6011	Public Works Parks & Rec.	23,452	27,948	27,454	30,932	31,720
01-19-10-6011	Library	233,839	249,199	256,597	275,036	276,442
01-19-40-6011	MTA Events Center	27,646	45,933	50,101	84,495	84,784
01-19-90-6011	Parks & Recreation	0	17,610	18,737	35,613	36,541
Total General Fund		3,264,047	3,923,728	4,165,980	5,082,110	4,973,329
Enterprise Funds						
02-01-10-6011	Water	147,609	175,050	126,752	234,926	253,124
02-01-50-6011	Sewer	155,136	141,673	166,378	236,265	237,552
Total Water/Sewer Fund		302,745	316,723	293,130	471,191	490,676
03-01-10-6011	Airport	81,702	62,404	73,000	93,855	98,331
05-01-10-6011	Solid Waste Admin.	61,073	64,830	68,131	71,578	73,835
Total COP Full Time Salaries Budget		3,709,567	4,367,685	4,600,241	5,718,734	5,636,171

**CITY OF PALMER
2025 PROPOSED BUDGET
CONSOLIDATED BENEFITS**

Account Number	Department	2021 Actual	2022 Actual	2023 Actual	2024 Adopted Budget	2025 Proposed Budget
01-01-05-6012	City Manager	133,489	144,834	178,741	204,946	242,952
01-01-10-6012	Finance	329,597	279,403	373,072	387,113	408,026
01-01-12-6012	Community Development	204,643	193,748	257,922	291,600	318,209
01-02-10-6012	Mayor/Council/Clerk	65,192	54,585	114,437	138,223	146,284
01-12-10-6012	Police Admin.	662,669	846,312	1,030,906	1,183,670	1,203,735
01-12-70-6012	Dispatch	265,257	366,221	402,406	456,730	264,409
01-13-10-6012	Fire Admin.	152,460	197,239	252,327	527,643	556,100
01-17-10-6012	Public Works Admin.	243,542	232,119	281,560	320,056	331,462
01-17-40-6012	Public Works Roads	173,907	144,266	176,775	234,296	228,690
01-17-80-6012	Public Works Vehicle Maint.	64,908	60,658	76,968	63,479	65,981
01-17-90-6012	Public Works Parks & Rec.	14,963	20,055	25,089	36,566	42,590
01-19-10-6012	Library	133,876	130,803	179,876	240,210	253,028
01-19-40-6012	MTA Events Center	22,933	41,268	47,447	93,937	85,218
01-19-90-6012	Parks & Rec	23	9,120	12,891	42,532	43,485
Total General Fund		2,467,459	2,720,631	3,410,417	4,221,001	4,190,169
Enterprise Funds						
02-01-10-6012	Water	102,077	99,582	105,195	210,153	233,838
02-01-50-6012	Sewer	110,385	83,545	123,569	213,175	209,160
Total Water/Sewer Fund		212,462	183,127	228,764	423,328	442,998
03-01-10-6012	Airport	44,693	45,920	51,747	63,026	62,853
05-01-10-6012	Solid Waste Admin.	62,213	57,255	62,573	66,003	71,278
Total COP Benefits Budget		2,786,827	3,006,933	3,753,501	4,773,358	4,767,298

**CITY OF PALMER
2025 PROPOSED BUDGET
CONSOLIDATED PART TIME SALARIES**

Account Number	Department	2021 Actual	2022 Actual	2023 Actual	2024 Adopted Budget	2025 Proposed Budget
01-01-05-6013	City Manager	0	0	0	0	0
01-01-10-6013	Finance	0	0	0	0	0
01-01-12-6013	Community Development	8,233	9,447	13,285	10,065	10,065
01-02-10-6013	Mayor/Council/Clerk	78,338	86,329	43,577	49,000	43,800
01-12-10-6013	Police Admin.	6,917	26,715	17,525	35,000	20,000
01-12-70-6013	Dispatch	18,569	57,618	44,162	35,000	35,000
01-13-10-6013	Fire Admin.	180,770	279,538	326,849	372,873	350,000
01-17-10-6013	Public Works Admin.	0	0	0	0	0
01-17-40-6013	Public Works Roads	13,804	13,562	16,793	28,000	28,000
01-17-90-6013	Public Works Parks & Rec.	43,936	32,311	49,142	46,265	55,265
01-19-10-6013	Library	103,542	133,388	125,627	170,507	174,383
01-19-40-6013	MTA Events Center	71,171	81,448	83,597	84,397	86,639
01-19-90-6013	Parks & Facilities	0	36,804	48,671	53,065	52,474
Total General Fund		525,280	757,160	769,228	884,172	855,626
Enterprise Funds						
02-01-10-6013	Water	0	249	0	0	0
02-01-50-6013	Sewer	0	1,742	0	0	0
Total Water/Sewer Fund		0	1,991	0	0	0
03-01-10-6013	Airport	1,913	3,716	5,477	23,400	46,876
05-01-10-6013	Solid Waste Admin.	0	0	0	0	0
Total COP Part Time Salaries Budget		527,193	762,867	774,705	907,572	902,502

**CITY OF PALMER
2025 PROPOSED BUDGET
CONSOLIDATED STAND BY SALARIES**

Account Number	Department	2021 Actual	2022 Actual	2023 Actual	2024 Adopted Budget	2025 Proposed Budget
01-01-05-6014	City Manager	0	0	0	0	0
01-01-10-6014	Finance	0	0	0	0	0
01-01-12-6014	Community Development	0	0	0	0	0
01-02-10-6014	Mayor/Council/Clerk	0	0	0	0	0
01-12-10-6014	Police Admin.	0	0	0	0	0
01-12-70-6014	Dispatch	0	0	0	0	0
01-13-10-6014	Fire Admin.	0	0	0	0	0
01-17-10-6014	Public Works Admin.	0	0	18,354	6,000	6,000
01-17-40-6014	Public Works Roads	4,145	5,693	14,116	16,000	16,000
01-17-80-6014	Public Works Vehicle Maint.	0	0	0	0	0
01-17-90-6014	Public Works Parks & Rec.	0	0	0	0	0
01-19-10-6014	Library	0	0	0	0	0
01-19-40-6014	MTA Events Center	0	0	0	0	0
Total General Fund		4,145	5,693	32,470	22,000	22,000
Enterprise Funds						
02-01-10-6014	Water	4,872	6,087	14,907	15,300	15,600
02-01-50-6014	Sewer	5,024	5,039	15,167	15,300	15,300
Total Water/Sewer Fund		9,896	11,126	30,074	30,600	30,900
03-01-10-6014	Airport	0	0	0	0	0
05-01-10-6014	Solid Waste Admin.	0	0	0	0	0
Total COP Stand By		14,041	16,819	62,544	52,600	52,900

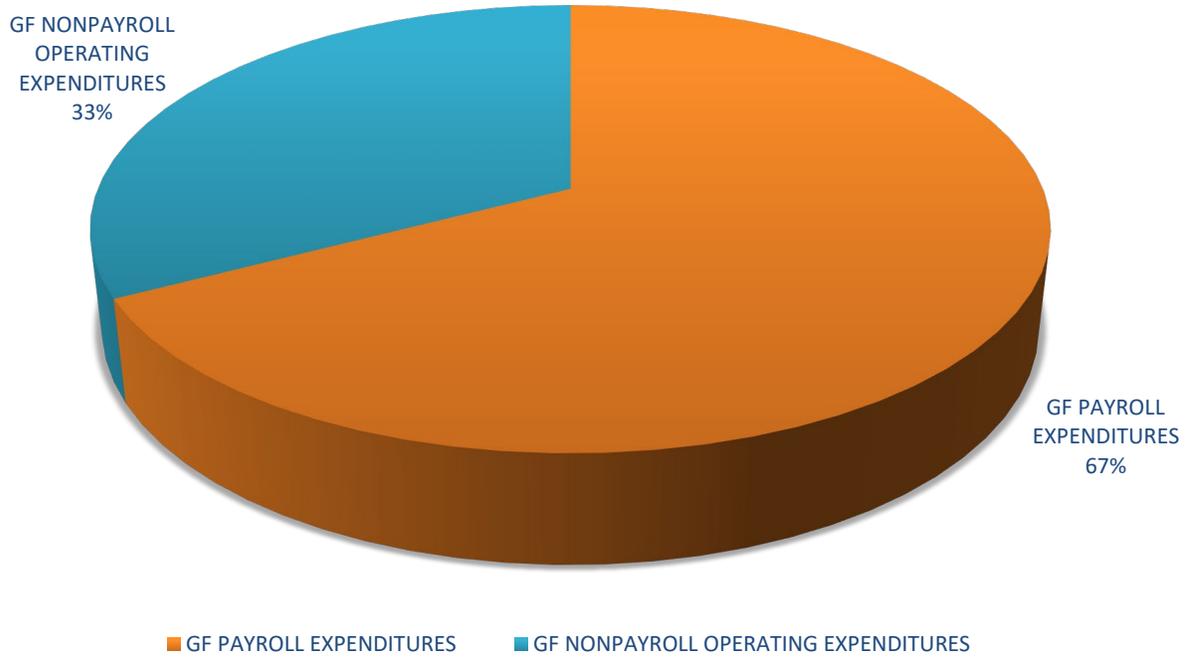
**CITY OF PALMER
2025 PROPOSED BUDGET
CONSOLIDATED FULLTIME OVERTIME SALARIES**

Account Number	Department	2021 Actual	2022 Actual	2023 Actual	2024 Adopted Budget	2025 Proposed Budget
01-01-05-6015	City Manager	84	0	0	0	0
01-01-10-6015	Finance	699	719	434	1,000	1,000
01-01-12-6015	Community Development	732	467	679	1,000	1,000
01-02-10-6015	Mayor/Council/Clerk	626	0	1,236	1,500	2,500
01-12-10-6015	Police Admin.	155,146	236,215	209,960	190,500	150,000
01-12-70-6015	Dispatch	70,805	90,585	119,239	80,000	50,000
01-13-10-6015	Fire Admin.	4,703	10,496	12,460	24,000	24,000
01-17-10-6015	Public Works Admin.	1,977	3,824	6,059	4,500	4,500
01-17-40-6015	Public Works Roads	5,688	19,124	24,541	7,000	7,000
01-17-80-6015	Public Works Vehicle Maint.	401	1,754	223	1,000	1,000
01-17-90-6015	Public Works Parks & Rec.	1,337	1,607	1,288	850	700
01-19-10-6015	Library	268	0	194	300	300
01-19-40-6015	MTA Events Center	826	0	0	1,500	1,500
Total General Fund		243,292	364,791	376,313	313,150	243,500
Enterprise Funds						
02-01-10-6015	Water	3,133	5,792	5,297	3,500	3,500
02-01-50-6015	Sewer	5,572	8,253	8,182	7,000	7,000
Total Water/Sewer Fund		8,705	14,045	13,479	10,500	10,500
03-01-10-6015	Airport	0	0	0	0	0
05-01-10-6015	Solid Waste Admin.	383	297	821	1,000	1,000
Total COP Overtime Salaries Budget		252,380	379,133	390,613	324,650	255,000

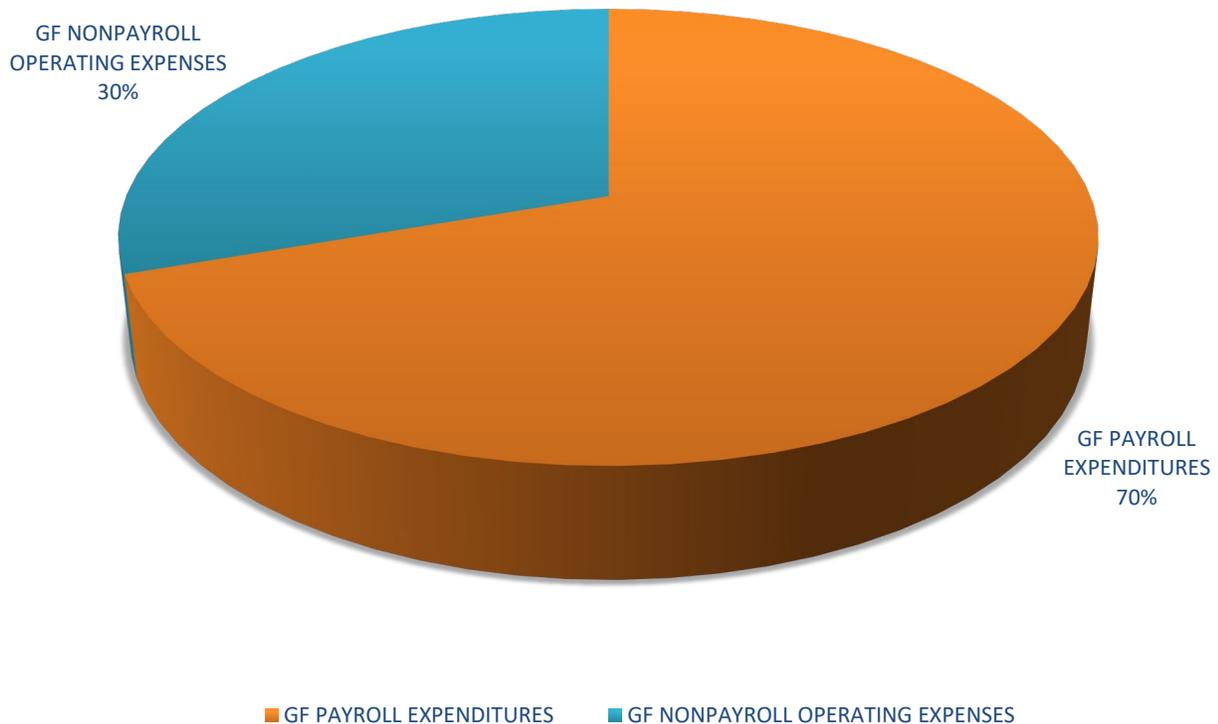
**CITY OF PALMER
2025 PROPOSED BUDGET
CONSOLIDATED PT OVERTIME SALARIES**

Account Numbe	Department	2021	2022	2023	2024	2025
		Actual	Actual	Actual	Adopted	Proposed
					Budget	Budget
01-01-05-6016	City Manager	0	0	0	0	0
01-01-10-6016	Finance	0	0	0	0	0
01-01-12-6016	Community Development	0	0	0	0	0
01-02-10-6016	Mayor/Council/Clerk	926	3,333	0	0	0
01-12-10-6016	Police Admin.	(250)	659	278	5,000	5,000
01-12-70-6016	Dispatch	2,373	5,099	3,942	5,000	5,000
01-13-10-6016	Fire Admin.	0	1,365	368	0	0
01-17-10-6016	Public Works Admin.	0	0	0	0	0
01-17-40-6016	Public Works Roads	743	715	546	1,500	1,500
01-17-80-6016	Public Works Vehicle Maint.	0	0	0	0	0
01-17-90-6016	Public Works Parks & Rec.	84	183	87	500	500
01-19-10-6016	Library	158	117	129	117	0
01-19-40-6016	MTA Events Center	7,624	6,070	2,287	1,500	1,500
01-19-90-6016	Parks & Facilities	0	2,299	257	500	500
Total General Fund		11,658	19,840	7,894	14,117	14,000
Enterprise Funds						
02-01-10-6016	Water	0	0	0	0	0
02-01-50-6016	Sewer	0	0	0	0	0
Total Water/Sewer Fund		0	0	0	0	0
03-01-10-6016	Airport	58	0	0	0	4,600
05-01-10-6016	Solid Waste Admin.	0	0	0	0	0
Total COP Overtime Salaries Budget		11,716	19,840	7,894	14,117	18,600

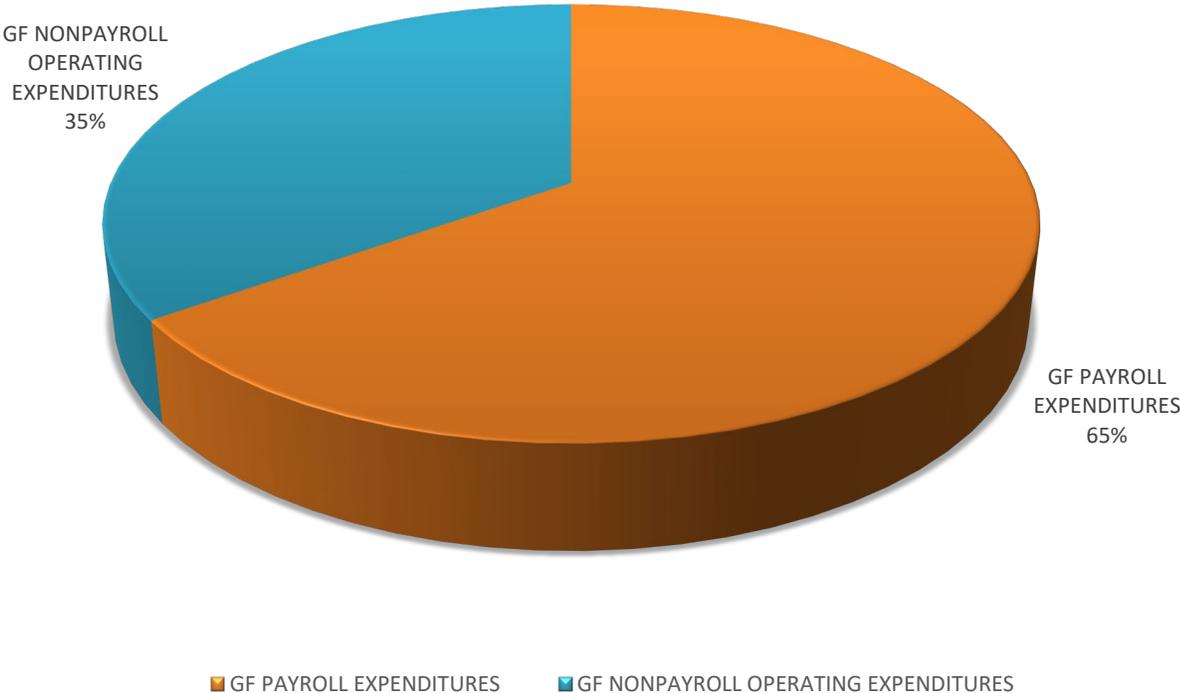
2025 PROPOSED BUDGET GENERAL FUND OPERATING EXPENDITURES



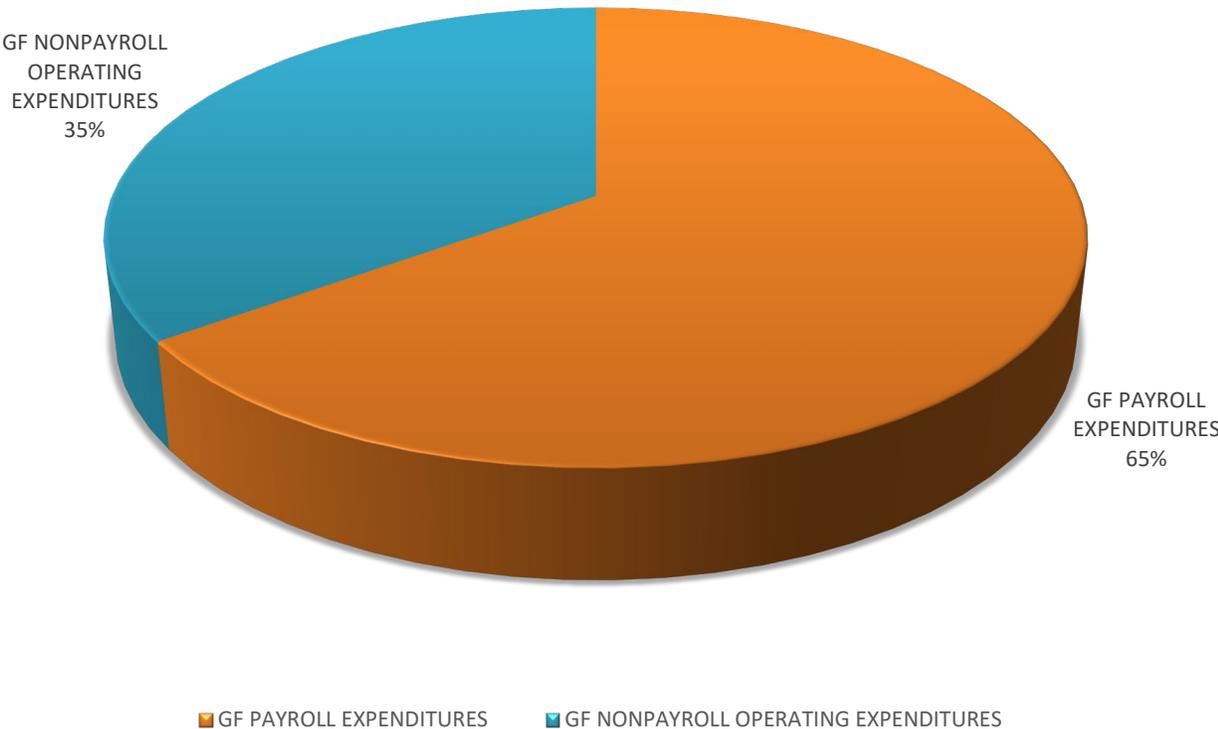
2024 ADOPTED BUDGET GENERAL FUND OPERATING EXPENDITURES



2023 ACTUAL GENERAL FUND OPERATING EXPENSES



2022 ACTUAL GENERAL FUND OPERATING EXPENSES



CITY OF PALMER FUND DESCRIPTION

The City of Palmer's financial system involves the use of 15 funds. These funds are broken down into four major categories: The General Fund, Enterprise Funds, Special Revenue Funds and Capital Improvement Funds (CIP).

Fund accounting has always been used as a control device to segregate financial resources and ensure that the segregated resources were only used for their intended purpose. The use of funds for financial reporting demonstrates accountability.

There are three broad fund categories: **Governmental Funds, Proprietary Funds and Fiduciary Funds.**

GOVERNMENTAL FUNDS

General Fund: The general fund is the general operating fund of the City of Palmer. It serves as the primary reporting vehicle for current government operations. This fund accounts for all current financial resources not required by law or administrative action to be accounted for in another fund. Financial support for this fund comes from such sources as general property taxes, sales taxes, fees and inter-governmental revenues (i.e. reimbursement from enterprise funds to the general fund for administrative services). Expenditures are authorized in the general budget. In the general fund you will find various departments such as Administration, Legislative, Community Development, Police, Fire, Public Works and Community Services.

Capital Project Funds: Capital project funds account for financial resources used for the acquisition or construction of major capital facilities or projects. These funds are used as a financial reporting tool to demonstrate compliance with legal and contractual provisions, and to compile certain cost data. The purpose is to control expenditures/expenses for each project or closely related group of projects. In the general fund this is mainly used for the construction of roads, equipment and the collection of cost data for projects. The water and sewer funds use this for the addition or improvements of water and sewer lines. The airport funds use this for airport capital improvements.

PROPRIETARY FUNDS

Enterprise Funds: Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. It is the intent of the City Council that the cost of providing goods and/or services to the general public be financed or recovered primarily through user fees. The City has the following enterprise funds: Water and Sewer, Municipal Airport, Land Management, Solid Waste Collection, and Golf Course.

SPECIAL REVENUE FUNDS

Special Revenue Funds: Special revenue funds are used to account for revenues derived from specific sources and to be used for a specific purpose. The City uses special revenue funds to account for Drug Seizure funds, other Police Department grant funds and the Neighborhood Park fund, to account for the fees charged developers when they develop a new subdivision.

FINANCIAL POLICIES

The City form of government is designed to provide maximum local self-government.

The City of Palmer was established in 1951 as a First Class City. On June 5, 1962, the citizens voted to switch to a Home Rule City, which was effective on June 11, 1962. City Charter establishes a December 31 year-end. A wide-range of services are provided by the City for the citizens of Palmer and surrounding areas. Some of the services are planning and zoning, airport facility, water and wastewater services, library, parks and recreation, police protection, fire services, and general administrative services. In addition to general governmental activities, the City provides financial support to certain community service organizations that promote education and economic stability for the citizens of the community. Funding for the City, by order of importance, is provided from sales tax, property tax, interest earnings, State and Federal revenue and other sources.

The City of Palmer Council has the responsibility to set the budget and establish the mill rate for the City.

The need to demonstrate compliance with regulations governing the funding sources for those services requires a complex and advanced accounting system. To fulfill this need, the National Council on Governmental Accounting recommended the use of fund accounting by state and local governments. A description of the fund types is presented in the Fund Description section of this document. Depending on the type of fund referred to, the basis of accounting may be different. The basis of accounting determines when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. The budgetary basis is the same as the Generally Accepted Accounting Principles (GAAP) basis, where encumbrances outstanding at year-end are not treated as expenditures but as reservations of fund balance. The City's budget and accounting systems are operated on the modified accrual basis for governmental fund types (this includes the general, special revenue and capital projects). Revenues are recognized when they become measurable and available as net current assets, and expenditures are recognized when the related fund liability is incurred. The accrual basis of accounting is used for the proprietary fund types, whereby revenues are recognized when earned and expenses are recorded when incurred.

The City of Palmer's financial policies set forth the basis framework for the overall fiscal management of the City. The established long-range policies regarding financial management have been to take a conservative approach on forecasting revenues due to the uncertainty of the revenue source, particularly State revenues. This policy takes into consideration any changes in circumstances or conditions when evaluating both the current and long-range goals, and has helped to maintain

financial stability. The Manager and Department Directors have the primary role of reviewing financial actions and providing guidance on financial issues to the City Council.

Overall Goals

The overall financial goals underlying these policies are:

1. **Fiscal Conservatism:** To ensure that the city is in a solid financial condition at all times. This can be defined as:
 - A. Cash Solvency- the ability to pay bills
 - B. Budgetary Solvency- the ability to balance the budget
 - C. Solvency- the ability to pay future costs
 - D. Service Level Solvency- the ability to provide needed and desired services
2. **Flexibility:** To ensure that the city is in a position to respond to changes in the economy or new service challenges without an undue amount of financial stress.
3. **Adherence to the Highest Accounting and Management Practices:** As set by the Government Finance Officers' Association standards for financial reporting and budgeting, the Governmental Accounting Standards Board, and other professional standards.

The following policies assist the decision-making process of the Palmer City Council.

Fund Balance Stabilization Policy

Purpose:

To identify the 5 components of governmental fund balance and net position for the City's enterprise funds.

Background:

General Fund:

For governmental funds the difference between assets and liabilities is fund balance. Fund Balance by definition does not equal cash, nor is it the difference between revenues and expenditures. Rather, Fund Balance is the cumulative difference of all revenues and expenditures from the government's creation. It can also be known as fund equity.

Based on GASB 54, fund balance for governmental funds is comprised of 5 components: non-spendable, restricted, committed, assigned and unassigned fund balance.

Non-spendable fund balance is for amounts that cannot be spent because they are not in spendable form or they are legally required to be maintained intact.

Restricted fund balance is for amounts that have restrictions placed on them externally by creditors, grantors, contributors and by other governments' laws or regulations or restrictions required by law through constitutional provisions or enabling legislation.

Committed fund balance is for amounts that can only be used for specific purposes as established by the limitations set forth by the legislative body. These amounts cannot be used for any other purpose unless the legislative body changes or eliminates the specific purpose through the same type of action as used to originally commit the amounts.

Assigned fund balance is for amounts that the government intends to use for specific purposes. The assigned fund balance reflects a government's self-imposed limitations on the use of otherwise available expendable finance resources in governmental funds. The intent must be established by the governing body. An amount cannot be assigned for a specific purpose if it causes a negative unassigned fund balance.

Unassigned fund balance is the remaining amount of fund balance that has not been obligated to a specific purpose for the general fund. The accumulation of unassigned fund balance can greatly assist a government's ability to provide services to its residents. This fund balance allows government to provide a stable taxing policy and revenue structure to fund its services. An adequate level of unassigned fund balance is also a major consideration of credit rating agencies during their evaluation of a government's credit worthiness.

Enterprise Fund:

Net Position. Unlike governmental funds, enterprise funds report all assets and liabilities, including those that are irrelevant to near-term liquidity. Accordingly, the net position of an enterprise fund is not equivalent to fund balance and should not be the focal point for analyzing near-term financial position.

Policy:

The City will maintain the fund balances and net positions of the various City operating funds at levels sufficient to maintain the City's creditworthiness, and provide financial resources for unforeseeable emergencies.

The City will try to maintain the unassigned fund balance of the General Fund two months of the sum of total general fund operating expenditures.

The City will maintain a positive net position balance in each of the enterprise funds to provide sufficient reserves for emergencies and revenue shortfalls.

Prudent Budgeting and Effective Budgetary Control:

Working capital, sufficient to meet current operating needs, is provided for all funds. The working capital designation will provide the cash flow to fund day-to-day City operations. It also significantly reduces the likelihood of the City ever needing short-term debt to cover cash shortages.

Formal budgetary integration is employed as a management control device during the year for the General Fund. Capital projects are budgeted on a project length basis. The objective of these budgetary controls is to insure compliance with legal provisions embodied in the annual appropriated budget approved by the Palmer City Council. The legal level of control (that is, the level at which expenditures/expenses cannot legally exceed the appropriation) is at the fund level. The City Council may pass subsequent supplemental appropriations. Activities of the General Fund and Enterprise Funds are included in the annual appropriating budget. Appropriations lapse at the end of the year.

The City maintains an encumbrance accounting system as one technique of accomplishing budgetary control. Open encumbrances are reported as reservations of the fund balances and are charged to subsequent year appropriations.

The City's financial records for governmental fund types are maintained on a modified accrual basis. Revenues and other financial resource increments are recognized when they become susceptible to accrual. Expenditures are recognized when the fund liability is incurred except for inventories of materials and supplies, prepaid insurance, and similar items that may be considered expenditures when consumed. The City's Proprietary Funds are accounted for on the accrual basis. The accrual basis means that financial records are affected when the revenues are earned and expenses are incurred.

It is important that a positive unassigned fund balance and a positive cash balance be shown in all governmental funds at the end of each fiscal year.

When deficit appear to be forthcoming within a fiscal year, spending during the fiscal year must be reduced sufficiently to create a positive unassigned fund balance and positive cash balance.

Efficient Safeguarding of City Assets:

Management of the City of Palmer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft, or misuse and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of 'reasonable assurance' recognizes that: 1) the cost of a control should not exceed the benefits likely to be derived; and 2) the valuation of costs and benefits require estimates and judgments by management. Authorization, through purchase orders, is required for the encumbrance and expenditure of funds. An encumbrance is the reservation of the funds necessary to pay for the purchase. The proper account must have adequate appropriations available prior to approval of the purchase order. Formal bids are required for purchases exceeding \$50,000.

Manageable Debt Administration:

Debt administration procedures include the scheduling of bond payments spread over the life of the issue, producing a total debt service schedule that is manageable. Under state statutes, a municipality may incur general obligation bond debt only after a bond authorization ordinance is approved by a majority vote at an election. Debt repayment is timed to correspond to expected cash inflows.

The City will not fund current operations from the proceeds of borrowed funds.

Revenue Policies:

The City will try to maintain a diversified and stable revenue structure to shelter it from short-run fluctuations in any one revenue source.

The City will attempt to maintain a diversified and stable economic base by supporting policies that promote tourism, agriculture, commercial and industrial employment.

The City, where possible and reasonable, will institute user fees and charges for specialized programs and services. Rates will be established to recover operational, as well as capital or debt service cost.

The City will regularly review user fee charges and related expenses to determine if pre-established recovery goals are being met.

Maintenance of a Sound Investment Policy of City Monies:

The City uses a Central Treasury whereby all cash of the general government, enterprise fund, and any other agencies of the City is accumulated and invested. This procedure not only provides internal control but yields a higher rate of return on our investments because the amount available to invest is larger. The investment policies included in the City's Code of Ordinances include requirements for collateralization, diversification and safekeeping, as well as listing authorized investment instruments. The main objectives of this policy is the safeguarding of principal, maintaining sufficient liquidity to meet the City's cash flow requirements, and striving to achieve the highest rate of return on City investments and deposits, with due regard to the security of the investments and margins of risk. The City's investment policy is to minimize credit and market risks while maintaining a competitive yield on its portfolio.

Accounting, Auditing and Reporting Policies:

The City will establish and maintain a high standard of accounting practices in conformance with Generally Accepted Accounting Principles (GAAP).

The accounting system will maintain records and annual financial reports will present a summary of financial activity by departments and agencies within all funds.

Where possible the reporting system will also provide monthly information on the total cost of specific services by type of expense and revenue by fund.

An independent firm of certified public accountants will perform an annual financial and compliance audit and will publicly issue an opinion, which will be incorporated into the City's annual audit.

BUDGET GLOSSARY

ADOPTED BUDGET - Refers to the budget amounts as originally approved by the City of Palmer City Council at the beginning of the year, and also to the budget document which consolidates all beginning-of-the-year operating appropriations and new capital project appropriations.

ALLOCATION - A part of a lump-sum appropriation which is designed for expenditure by specific organization units and/or for the special purposes, activities, or objects.

AMENDED BUDGET - Refers to the budget amounts as adjusted by Council approved supplements throughout the year.

ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR) - The official annual report of a government. It includes (a) the five (5) combined financial statements in the combined statement - overview and their related notes and (b) combining statements by fund type and individual fund and account group financial statements prepared in conformity with GAAP and organized into a financial report pyramid. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, required supplementary information, extensive introductory material, and detailed statistical sections.

APPROPRIATION - The legal authorization granted by the legislative body of a government which permits officials to incur obligations and make expenditures of governmental resources for specific purposes. Appropriations are usually limited in amounts and time it may be expended.

ASSESSED VALUATION - The valuation set upon all real and personal property in the borough that is used as a basis for levying taxes. Tax-exempt property is excluded from the assessable base.

BOND - A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date in the future, called the maturity date, together with periodic interest at a specified rate.

BUDGET - A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

BUDGET DOCUMENT - The official written statement prepared by the City's staff to present a comprehensive financial program to the City Council.

BUDGET MESSAGE - A general discussion of the proposed budget presented in writing by the budget-making authority to the City Council. The budget message contains an explanation of the principal budget items, an outline of the City's experience during the past period and its financial status at the time of the message, and recommendations regarding the financial policy for the coming period.

CAPTIAL OUTLAY – Expenditures that result in the acquisition of items such as tools, desks, machinery, and vehicles costing more than \$5,000 each and having a useful-life of more than one (1) year and are not consumed through use are defines as capital items.

COLLATERAL – Assets pledged to secure deposits, investments, or loans.

CONTINGENCY - Those funds included in the budget for the purpose of providing a means to cover minor unexpected costs during the budget year.

DEBT SERVICE FUND - A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

EMPLOYEE BENEFITS - Contributions made by the City to designated funds to meet commitments or obligations for employee fringe benefits. Included is the City's share of costs for Social Security, PERS retirement, medical, workers' comp insurance and unemployment insurance.

ENTERPRISE FUND - A proprietary fund established to account for operations that are financed and operated in a manner similar to private business enterprises. In this case, the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

EXPENDITURES - Decreases in net financial resources. Expenditures include current operating expenses, requiring the present or future use of net current assets, debt service and capital outlays, and intergovernmental grants, entitlements and shared revenues.

EXPENSES - Outflows or other consumption of assets or occurrences of liabilities (or a combination of both) from delivering or producing goods, rendering services, or carrying out other activities that constitute the entities' on-going major or central operation.

FIDUCIARY FUND TYPES - The trust and agency funds used to account for assets held by a government unit in a trustee capacity or an agent for individuals, private organizations, other government units, and/or other funds.

FINANCIAL RESOURCES - Cash and other assets that in the normal course of operations become cash.

FISCAL YEAR - The twelve month period to which the annual operating budget applies and at the end of which a government determines the financial position and results of its operation. The City's fiscal year extends from January 1 through the following December 31.

FUNCTION - A group of related activities aimed at accomplishing a major service for which a government is responsible.

FUND - An accounting entity with a separate set of self-balancing accounts which comprise its assets, liabilities, fund balance, revenues, and expenditures.

FUND BALANCE - The assets of a fund less liabilities, as determined at the end of each fiscal year. Any reservations of fund balance are deducted to result in an “unreserved fund balance”.

FUND TYPE - Any one (1) of seven (7) categories into which all funds are classified in government accounting. The seven (7) types are: general, special revenue, debt services, capital projects, enterprises, internal service, and trust and agency.

GENERAL FUND - A fund used to account for all financial resources except those required to be accounted for in another fund.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP) - Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define accepted accounting practice at a particular time. They include only broad guidelines of general applications, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations.

GOVERNMENT FUND TYPES - Funds used to account for the acquisition, use, and balances of expendable financial resources and the related current liabilities, except those accounted for in the proprietary funds and fiduciary fund. Under current GAAP, there are four (4) government types: general, special revenue, debt service, and capital projects.

INTERFUND TRANSFERS - Amounts transferred from one fund to another fund. This includes reimbursements, residual equity transfers, and operating transfers.

LAPSE - As applied to appropriations, the automatic termination of an appropriation. Except for indeterminate appropriations and continuing appropriations, an appropriation is made for a certain period of time.

LEVY - To impose taxes, special assessments or service charges for the support of government activities. Also, used to denote the total amount of taxes, special assessments, or service charges imposed by a government.

LIABILITIES - Debt or other legal obligations, arising from present obligations of a particular entity, to transfer assets or provide services to other entities in the future as a result of past transactions or events.

LONG TERM DEBT - Debt with a maturity of more than one (1) year after the date of issuance.

MILL - A measure of the rate of property taxation, representing one one-thousandth of a dollar of assessed value.

MILLAGE RATE - The tax rate on property, based on mill(s). A rate of 1 mill applied to a taxable value of \$100,000 would yield \$100 in tax.

MODIFIED ACCRUAL BASIS OF ACCOUNTING - A basis of accounting in which revenues and other financial resources are recognized when they become susceptible to accrual, that is, when they are both “measurable” and “available to finance expenditures of the current period”. “Available” means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized when the fund liability is incurred except for: 1) inventories of materials and supplies that may be considered expenditures either when purchased or when used and: 2) prepaid insurance and similar items that may be considered expenditures either when paid for or when consumed. All Governmental funds, expendable trust funds, and agency funds are accounted for using the modified accrual basis of accounting.

OPERATING BUDGET - Plans of current expenditures and the proposed means of financing them. The annual operation budget is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled. The use of annual operating budgets is usually required by law. Annual operating budgets are essential to sound financial management and should be adopted by every government.

OPERATING TRANSFERS - All interfund transfers other than residual equity transfers.

OTHER FINANCING SOURCES - Governmental fund general long-term debt proceeds, land lease payments, land sale payments, proceeds from the sale of fixed assets, operating transfers in, service charges, and fees for governmental services.

PROPERTY TAX - A tax levied on the assessed value of property in mills.

PURCHASE ORDER - A document authorizing the delivery of specified merchandise or the rendering of certain services for a stated estimated price. Outstanding purchase orders at the end of the fiscal year are called “encumbrances”.

RECOMMENDED BUDGET - The budget proposed by the City Manager to the City Council for adoption.

RESOLUTION - A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

REVENUE - Increases in the net current assets of a governmental fund type other than expenditure refunds and residual equity transfers. General long-term debt proceeds and operating transfers in are classified as “other financing sources”.

REVENUE BONDS - Bonds whose principal and interest are payable exclusively from earnings of an enterprise fund.

SALES TAX - A tax levied on the sales price or charge on all sales, rentals and services made within the City.

SPECIAL REVENUE FUND - A fund used to account for the proceeds of specific revenue sources (other than expendable trust or major capital projects) that are legally restricted to expenditure for specified purposes.

TAX RATE - The level at which taxes are levied.

TAX LEVY - The total dollar amount of tax that optimally could/should be collected based on tax rates and assessed values of personal and real properties.