



City of Palmer

231 W. Evergreen Avenue
Palmer, Alaska 99645
Phone 907-745-3271
Fax 907-745-0930

SPECIAL CITY COUNCIL MEETING
6 P.M. TUESDAY, MARCH 20, 2012
PALMER CITY COUNCIL CHAMBERS
231 W. EVERGREEN AVENUE, PALMER

SPECIAL CITY COUNCIL MEETING
6 PM TUESDAY, MARCH 20, 2012
CITY COUNCIL CHAMBERS
231 W. EVERGREEN AVENUE, PALMER
www.cityofpalmer.org



MAYOR DELENA JOHNSON
COUNCIL MEMBER RICHARD BEST
COUNCIL MEMBER LINDA COMBS
COUNCIL MEMBER EDNA DEVRIES
COUNCIL MEMBER KEN ERBEY
COUNCIL MEMBER BRAD HANSON
COUNCIL MEMBER KATHRINE VANOVER

CITY ATTORNEY MICHAEL GATTI
CITY CLERK JANETTE BOWER
CITY MANAGER DOUG GRIFFIN

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Audience Participation
- E. New Business
 - 1. [Resolution No. 12-019](#): Adopting the Recommendations Contained in the Traffic Survey Report Concerning Traffic Calming Measures in the South Felton Street Area and Directing the City Manager to Develop a Traffic Calming Plan for Council Consideration (IM 12-017) Page 5
 - 2. Committee of the Whole to Discuss the Following Items (Note: action may be taken by the council following the committee of the whole):
 - a. Discussion of Boards and CommissionsPage 23
 - b. Action Memorandum: 10-075: Approve the 2010 City of Palmer Economic Development StrategyPage 51
 - c. Ordinance No. 12-XXX: Amending Palmer Municipal Code 5.28 Vendors, to Repeal Language Regarding Sidewalk Vendors and to Clarify the Procedures for a Roving Vendor LicensePage 137
 - d. Palmer Municipal Code 3.16 Sales Tax Page 161
 - e. Palmer Municipal Code 5.04 Business Licenses.....Page 177
- F. Council Member Comments
- G. Adjournment



Item E.1. – New Business

Resolution No. 12-019

A study was conducted and the Traffic Survey Report was generated to determine the effectiveness of the City's traffic calming efforts.

A community meeting held on Feb 23, 2012, to discuss the perceptions of the public and continuing concerns. Both the Report and general consensus of the persons attending the meeting were that speeding continued to be a major concern.

Based on the concerns expressed at the meeting and the recommendations contained in the executive summary of the Traffic Study Report, it is recommended that the Council adopt resolution no. 12-019. Resolution no. 12-019 adopts the recommendations contained in the Traffic Survey Report and directs the City Manager to develop a Traffic Calming Plan based on the recommendations contained in the Report's executive summary and to present the Plan to the Council for consideration on April 24, 2012.

Administration recommendation: Adopt resolution no. 12-019.

Introduced by: Mayor Johnson
Date: March 20, 2012
Action:
Vote:
Yes: _____ No: _____

CITY OF PALMER, ALASKA

Resolution No. 12-019

A Resolution of the Palmer City Council Adopting the Recommendations Contained in the Traffic Survey Report Concerning Traffic Calming Measures in the South Felton Street Area and Directing the City Manager to Develop a Traffic Calming Plan for Council Consideration

WHEREAS, the City completed a Traffic Survey Report in December 2011; and

WHEREAS, the Report contains an executive summary with detailed recommendations concerning traffic calming measures in the South Felton Street area;

WHEREAS, the City conducted a community meeting to determine the effectiveness of a traffic calming plan; and

WHEREAS, the recommendations contained in the executive summary are as follows:

- Develop a traffic calming plan which includes setting up two speed humps; one on each end of the curve on South Felton Street – one shortly after West Woodstock Drive and the second near 1320 South Felton Street;
- Install a bicycle counter to monitor the volume of cyclists using the two bicycle lanes on each side of South Felton Street between West Woodstock Drive and presumably near 1290 South Felton Street
 - Provide alternative parking options other than driveway parking for residents by removing only the one bicycle lane that is in front of residential homes.

NOW, THEREFORE BE IT RESOLVED by the Palmer City Council that the Council adopts the recommendations contained in the Traffic Survey Report and directs the City Manager to develop a Traffic Calming Plan based on the recommendations contained in the Report's executive summary and to present the Plan to the Council for consideration on April 24, 2012.

Passed and approved by the City Council of the City of Palmer, Alaska this twentieth day of March, 2012.

DeLena Goodwin Johnson, Mayor

Janette M. Bower, MMC, City Clerk

Price Quote

Scope of Work:	Furnish & Install 4 removable speed bumps in asphalt pavement.	
Materials:	4 removable speed bumps w/ fasteners	\$1,019.32
Labor:	4 hours x \$56	\$224.00

Total:

\$1,243.32



Quotation

6725 S. TODD BLVD
 SEATTLE, WA 98188
 Ph : (425) 251-5030
 Fax: (425) 251-5324

Customer Information
CITY OF PALMER 231 W EVERGREEN PALMER AK 99645-6995

Billing Information
CITY OF PALMER 231 W EVERGREEN PALMER AK 99645-6995

Shipping Information
CITY OF PALMER 231 W EVERGREEN PALMER AK 99645-6995

Information	
Grainger Quote Number	2015390783
Validity Start Date	03/02/2012
Validity End Date	04/02/2012
Creation Date	03/02/2012
Grainger EIN Number	36-1150280
PO #	
PO Create Date	
PO Release #	
Customer Number	823462023
Department Number	
Project/Job Number	
Requisitioner Name	
Attention	
Caller	TOM COHENOUR
Telephone Number	9077611350
Page	1 / 2

Freight Forwarder

We will deliver according to the following terms and conditions:

Incoterms® 2010: FOB ORIGIN
 Freight Terms: Prepaid
 Carrier:
 Payment Terms: Net 30 days after invoice date

Special Instructions: Tom, I also included rebar spikes, just in case the lag bolts weren't appropriate for asphalt. Thanks! Jenny

Item	Material	Description	Quantity	Unit	Price	Total in USD
PO-Line						
10	6MGX8	Speed Bump,12x72,Black w/Yellow Tape	4.00	EA	209.95	839.80
20	6MGY0	Lag Bolts,For 6MGY1,6MGX3-9,6MGY3-5	16.00	EA	3.74	59.84
30	6MGY1	Lag Bolts Shields,for 6MGX3-9,6MGY3-5	16.00	EA	3.74	59.84
40	6MGY2	Rebar Spikes,For 6MGX3-6MGX9,6MGY3-6MGY5	16.00	EA	3.74	59.84
Sub Total						1,019.32



Quotation

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SEATTLE, WA 98188
Ph : (425) 251-5030
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Information	
Grainger Quote Number	2015390783
Creation Date	03/02/2012
Customer Number	823462023
Page	2 / 2

Item	Material	Description	Quantity	Unit	Price	Total in USD
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PO-Line

Total USD \$ 1,019.32

Please reference our Grainger Quote Number, your Grainger Customer Number, and method of payment when remitting payment.

These items are sold for domestic consumption in the United States. If exported, purchaser assumes full responsibility for compliance with US export controls.

This transaction is subject to W.W. Grainger, Inc. sales terms and conditions. For a copy, please visit the website at www.grainger.com or refer to the current catalog.

Thank you for the opportunity to provide this quotation. Please note that all the prices are based on products and quantities quoted. Any changes to the products and/or quantities may result in different pricing. The non-catalog freight policy applies unless freight amount is listed above. Please contact the Grainger office shown above if you have further questions or need to submit a new request.

Parking Curbs & Speed Bumps

Parking Curbs/ Mounting Kits

Vestil—Strong, solid, lightweight construction reduces breakage during handling. Weather resistant. Mounting kits and glue down kits sold separately.

Eagle—Constructed of blow-molded, high-density polyethylene. Include 3 anchor spikes.



Gray Parking Curb

Description	L	W	H	Brand	Item No.	\$ Each
Parking Curbs						
Blue	48 to 48 1/4"	6"	3 1/2 to 3 3/4"	Vestil	5XPP6	75.35
White	48 to 48 1/4"	6"	3 1/2 to 3 3/4"	Vestil	5XPP7	75.35
Blue	70 to 70 1/2"	6"	3 1/2"	Vestil	5XPP3	62.15
White	70 to 70 1/2"	6"	3 1/2"	Vestil	5XPP4	62.15
Black	71 1/2"	5 3/4"	4 1/4"	Vestil	5XPP5	62.15
Blue	70 to 70 1/2"	6"	3 1/2 to 3 3/4"	Vestil	5XPP8	87.90
White	70 to 70 1/2"	6"	3 1/2 to 3 3/4"	Vestil	5XPP9	87.90
Blue	93 to 93 1/2"	9 3/4"	6 3/4 to 7"	Vestil	5XPR0	347.50
White	93 to 93 1/2"	9 3/4"	6 3/4 to 7"	Vestil	5XPR1	347.50
Parking Curb Glue Down Kit						
For Use With 48" Long Car Stops				Vestil	5XPR2	19.75
For Use With 72" Long Car Stops				Vestil	5XPR3	29.15
For Use With 96" Long Car Stops				Vestil	5XPR4	39.55
Parking Curbs						
Yellow	48 to 48 1/4"	6"	3 1/2 to 3 3/4"	Vestil	2VCZ9	75.35
Gray	48 to 48 1/4"	6"	3 1/2 to 3 3/4"	Vestil	2VDA1	75.35
Yellow	72"	8"	4"	Eagle	2GTG3	73.75
Gray	72"	8"	4"	Eagle	2GTG4	73.75
Blue	72"	8"	4"	Eagle	2GTG5	73.75
Yellow	70 to 70 1/2"	6"	3 1/2"	Vestil	4UP83	66.80
Gray	70 to 70 1/2"	6"	3 1/2"	Vestil	3W668	66.50
Yellow	70 to 70 1/2"	6"	3 1/2 to 3 3/4"	Vestil	2VDA2	87.90
Gray	70 to 70 1/2"	6"	3 1/2 to 3 3/4"	Vestil	2VDA3	87.90
Yellow	93 to 93 1/2"	9 3/4"	6 3/4 to 7"	Vestil	2VDA4	350.00
Gray	93 to 93 1/2"	9 3/4"	6 3/4 to 7"	Vestil	2VDA5	350.00
Mounting Kits						
Concrete, For Nos. 2VCZ9 or 2CDA1				Vestil	2VDA6	23.24
Asphalt, For Nos. 2VCZ9 or 2CDA1				Vestil	2VDA7	26.40
Concrete, For Nos. 4UP83 or 3W668				Vestil	4UP82	20.43
Asphalt, For Nos. 4UP83 or 3W668				Vestil	4UP84	30.55
Concrete, For Nos. 2VDA2 to 2VDA5				Vestil	2VDA8	28.80
Asphalt, For Nos. 2VDA2 to 2VDA5				Vestil	2VDA9	47.70

Speed Bumps and Caution Sign

PLASTIC SPEED BUMPS

Bottom side includes two 3/4 x 1" channels for hoses and cables. Use for temporary or permanent installations. Concrete mounting hardware included. Made of 100% recycled plastic. Asphalt installation kits, sold separately.

CAUTION SIGN

Light-reflecting aluminum material with black lettering. Four 1/4" dia. mounting holes.



POLYETHYLENE SPEED BUMPS

Constructed of durable and lightweight HDPE. Highly visible bright yellow. Flexible design fits contour of road or factory floor. Can be used as a cable protector. Include asphalt mounting kit.



No. 2VDC1

MOLDED RUBBER SPEED BUMPS

Multipiece speed bumps allow easy installation and different length requirements. Include mounting hardware.



SPEED BUMP GLUE DOWN KITS

For applications where drilling holes in the mounting surface is not recommended. For 72" L speed bumps order 2 No. 5XPR8 glue down kits.

L	W	H	Brand	Item No.	\$ Each	
Plastic Speed Bumps						
48"	10"	2"	Vestil	2VDC1	111.45	
48"	12"	2 1/4"	Vestil	5XPR5	116.25	
72"	10"	2"	Vestil	3W700	111.45	
72"	12"	2 1/4"	Vestil	5XPR6	178.00	
106"	10"	3"	Vestil	4UP94	183.75	
Plastic Speed Bump Installation Kits for Asphalt						
For Use With No. 2VDC1*				Vestil	2VDC2	45.35
For Use With No. 3W700				Vestil	4UP95	51.65
For Use With No. 4UP94				Vestil	5ZW59	78.20
Polyethylene Speed Bump Cable Guards						
72"	10"	2"	Eagle	2GTG6	86.15	
108"	10"	2"	Eagle	2GTG7	152.75	
Molded Rubber Speed Bumps with Concrete Mounting Kit						
108"	24"	1 1/8"	Vestil	2VCZ2	315.00	
108"	24"	1 1/8"	Vestil	2VCZ3	385.00	
120"	36"	2"	Vestil	2VCZ4	505.00	
Molded Rubber Speed Bumps with Asphalt Mounting Kit						
120"	36"	2"	Vestil	2VCZ5	580.00	
Speed Bump Glue Down Kits						
For Use With 48" Long Speed Bumps				Vestil	5XPR7	52.00
For Use With 36" Long Speed Bumps				Vestil	5XPR8	67.95
For Use With 108" Long Speed Bumps				Vestil	5XPR9	83.95
Caution Sign						
Caution Sign	12"	10"	Vestil	3W669	24.29	



No. 3W669

Parking Curbs

For indoor and outdoor parking.

Home/Garage Parking Curb—Provides parking guidance to residential and commercial facilities. Molded-in reflective tape increases invisibility. Easy installation. Made from 100% recycled rubber.

Parking Curbs—4" high rubber curb with molded-in reflective tape reduces damage to front end of cars. Easy installation for temporary or permanent parking. Resistant to chipping, cracking, and fading. For indoor and outdoor parking. Made from 100% recycled rubber.

Speed Bumps—Reduce vehicle speeds to 2 to 5 mph. Cover cabling, piping, and has channeled bottom for drainage. Conform to any road surface. Made from 100% recycled tires.



No. 6MGX3



No. 6MGY4



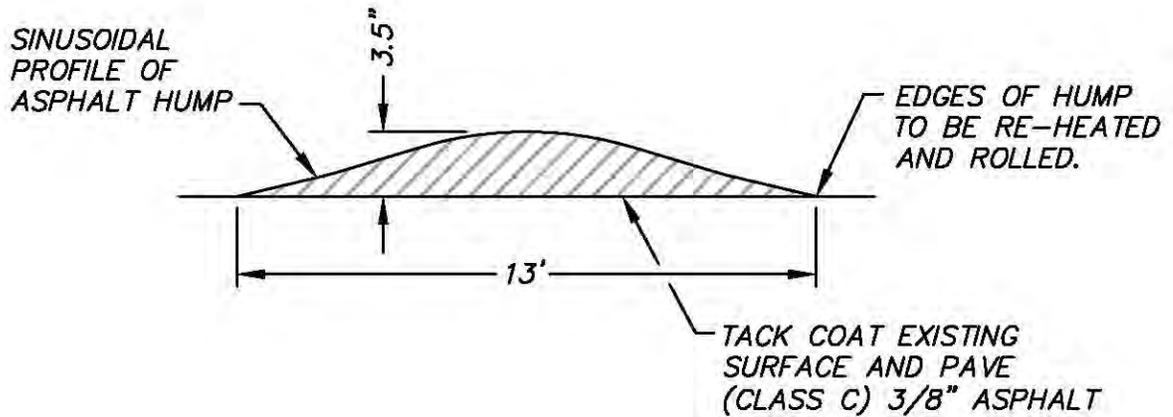
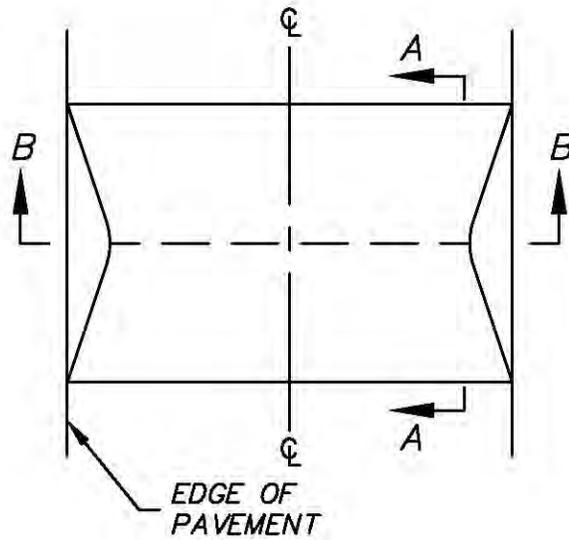
No. 6MGX7

No. 6MGY2



No. 6MGY3

Description	L	W	Item No.	\$ Each
Home/Garage Parking Curb				
Black With Yellow Tape	22"	6"	6MGX3	36.90
Parking Curbs				
Black With Yellow Tape	48"	6"	6MGY4	59.40
Black With White Tape	48"	6"	6MGY5	59.40
Black With Yellow Tape	72"	6"	6MGX4	78.85
Black With White Tape	72"	6"	6MGX5	78.85
Terracotta With White Tape	72"	6"	6MGX6	99.50
Blue With White Tape	72"	6"	6MGX7	99.50
Speed Bump				
Black With Yellow Tape	48"	12"	6MGY3	184.25
Black With Yellow Tape	72"	12"	6MGX8	247.00
Necessaries				
Speed Bump End Cap	6"	12"	6MGX9	39.85
Lag Bolts	—	—	6MGY0	4.40
Lag Bolts Shields	—	—	6MGY1	4.40
Rebar Spikes	14"	—	6MGY2	4.40



SECTION A-A

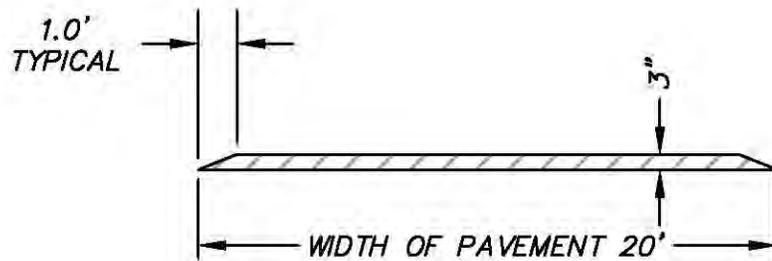
SINUSOIDAL PROFILE OF HUMPH

DISTANCE (FT)	0.0	0.41	0.82	1.23	1.64	2.05	2.46	2.87	3.28	3.69	4.10	4.51	4.92	5.33	5.74	6.00	6.50
FINISHED HT. (IN)	0.0	0.05	0.14	0.30	0.55	0.83	1.14	1.47	1.83	2.21	2.53	2.85	3.13	3.35	3.44	3.50	3.50

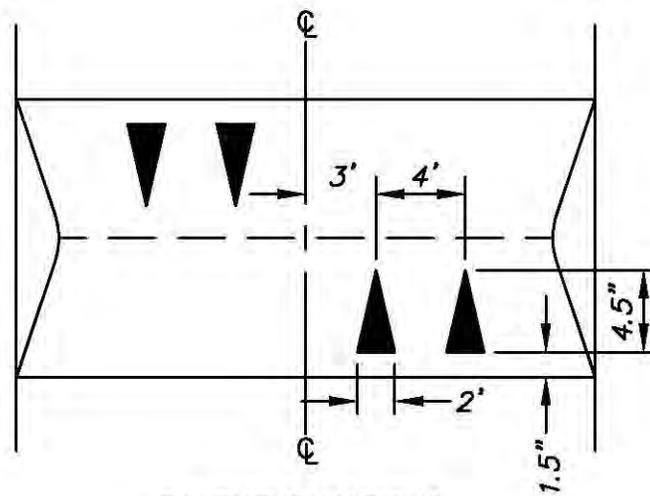


TRAFFIC CALMING SPEED HUMPH

PROJECT NO.:	
SCALE:	NOT TO SCALE
DATE:	2/28/12
SHEET NO.:	1 OF 2



SECTION B-B



PAVEMENT MARKING
DETAILS
13' SPEED HUMP

MARKINGS SHALL BE WHITE

EACH PAVEMENT MARKING IS 4.5 SF



**TRAFFIC CALMING
SPEED HUMP**

PROJECT NO.:

SCALE: NOT TO SCALE

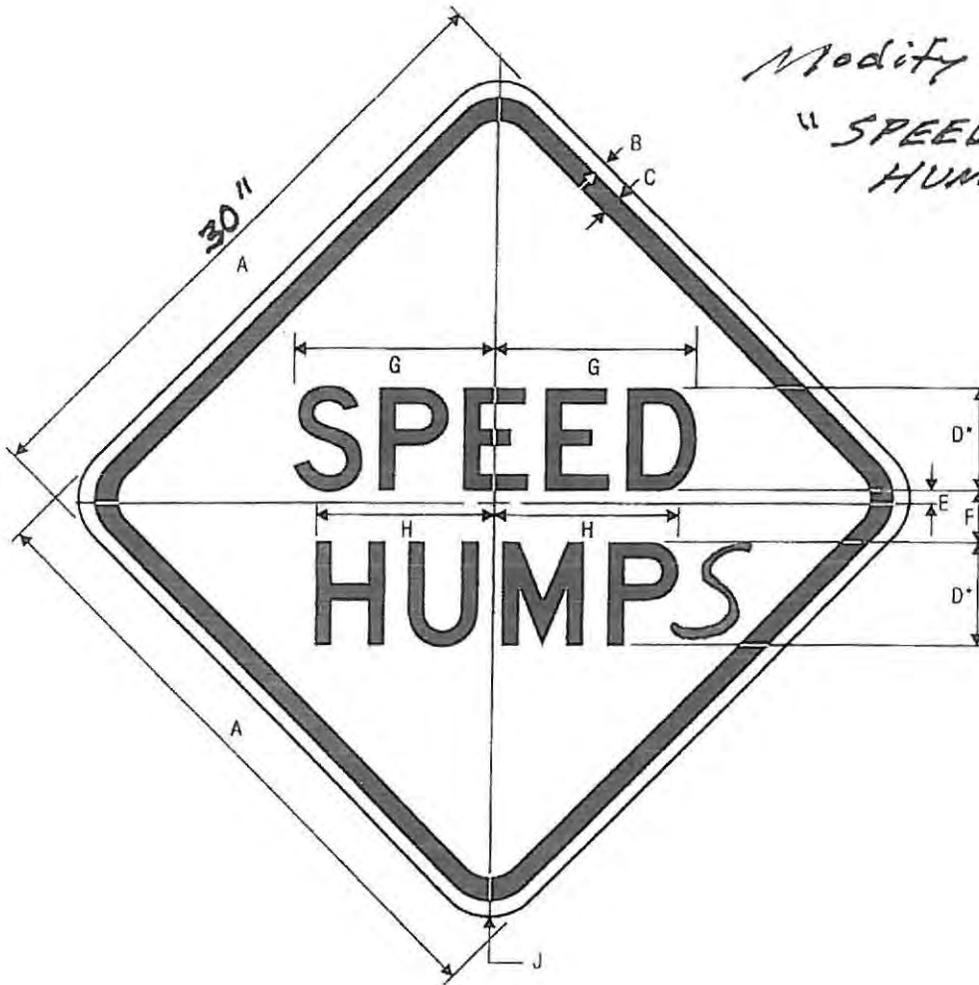
DATE: 2/28/12

SHEET NO.: 2 OF 2

Yellow with black letters

Modify to say

" SPEED HUMPS "



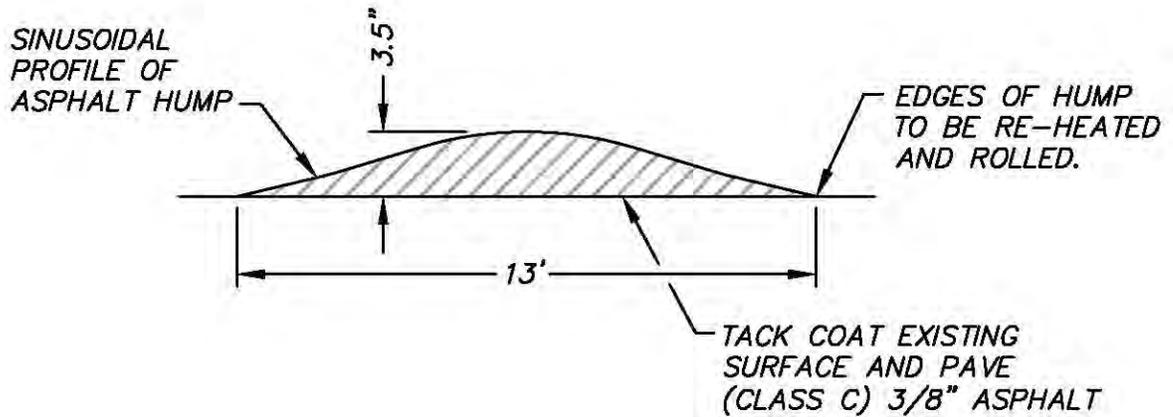
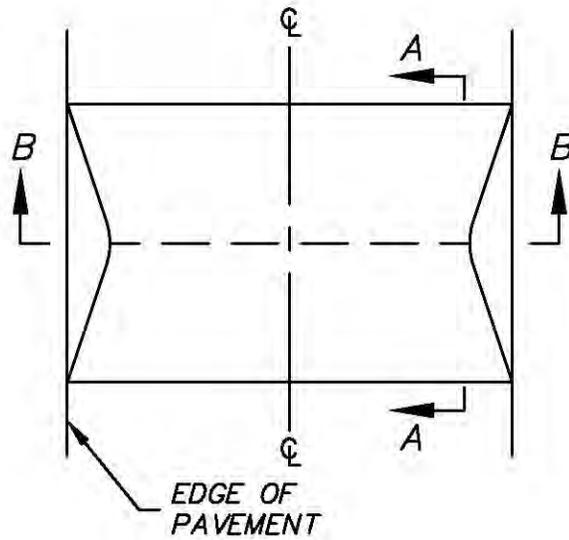
W17-1
SPEED HUMP

*Series 2000 Standard Alphabets.

	A	B	C	D	E	F	G	H	J
	24	.375	.625	4 D	.25	2	7.845	7.045	1.5
C	30	.5	.75	5 D	.5	2.5	9.827	8.826	1.875
	36	.625	.875	6 D	.75	3	11.788	10.588	2.25

COLORS: LEGEND — BLACK
BACKGROUND — YELLOW (RETROREFLECTIVE)

2-133



SECTION A-A

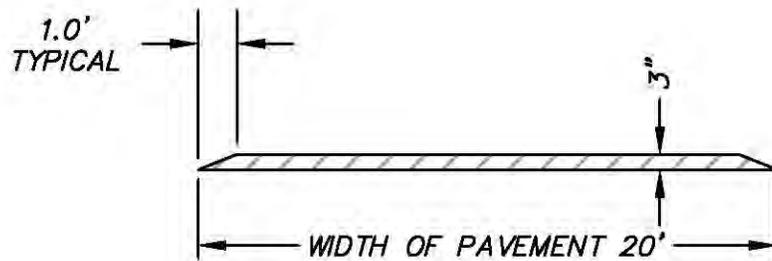
SINUSOIDAL PROFILE OF HUMPS

DISTANCE (FT)	0.0	0.41	0.82	1.23	1.64	2.05	2.46	2.87	3.28	3.69	4.10	4.51	4.92	5.33	5.74	6.00	6.50
FINISHED HT. (IN)	0.0	0.05	0.14	0.30	0.55	0.83	1.14	1.47	1.83	2.21	2.53	2.85	3.13	3.35	3.44	3.50	3.50

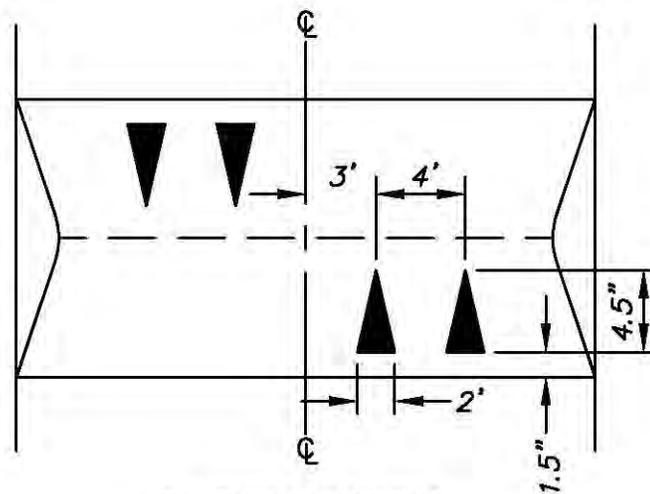


**TRAFFIC CALMING
SPEED HUMPS**

PROJECT NO.:	
SCALE:	NOT TO SCALE
DATE:	2/28/12
SHEET NO.:	1 OF 2



SECTION B-B



PAVEMENT MARKING
DETAILS
13' SPEED HUMP

MARKINGS SHALL BE WHITE

EACH PAVEMENT MARKING IS 4.5 SF



**TRAFFIC CALMING
SPEED HUMP**

PROJECT NO.:

SCALE: NOT TO SCALE

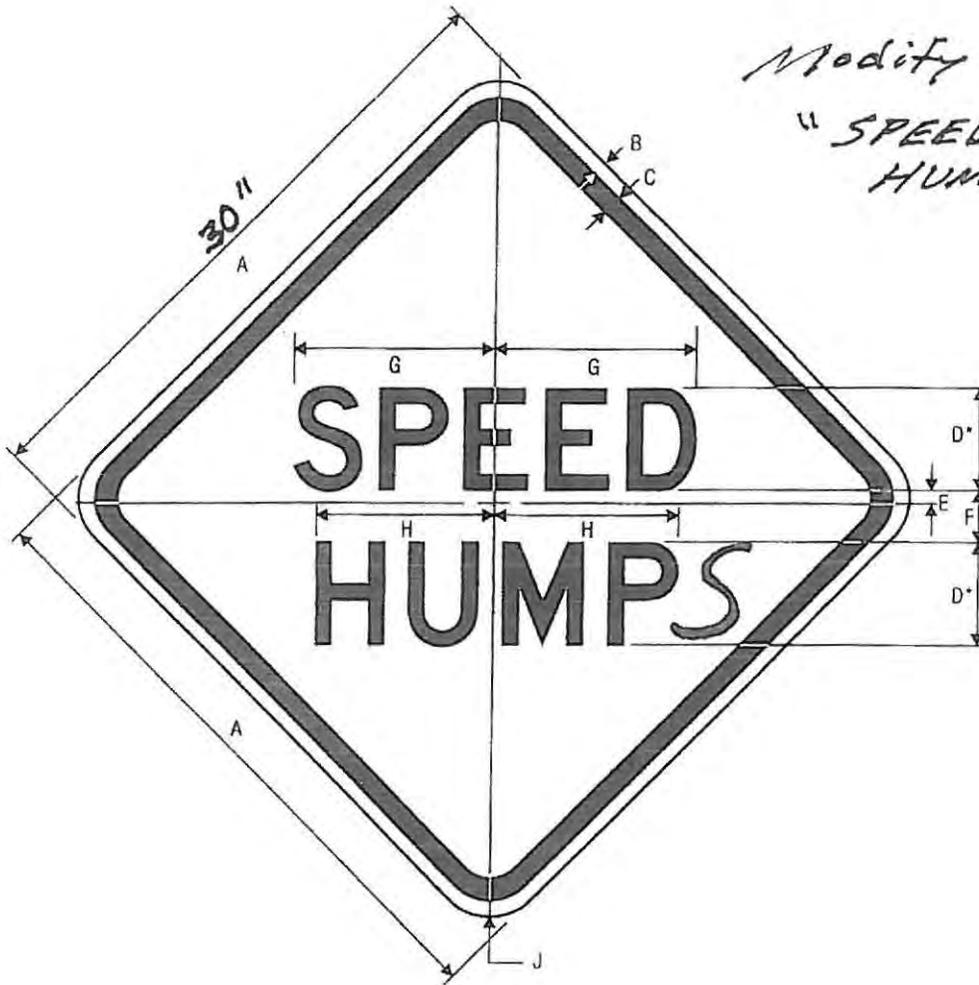
DATE: 2/28/12

SHEET NO.: 2 OF 2

Yellow with black letters

Modify to say

" SPEED HUMPS "



W17-1
SPEED HUMP

*Series 2000 Standard Alphabets.

	A	B	C	D	E	F	G	H	J
	24	.375	.625	4 D	.25	2	7.845	7.045	1.5
C	30	.5	.75	5 D	.5	2.5	9.827	8.826	1.875
	36	.625	.875	6 D	.75	3	11.788	10.588	2.25

COLORS: LEGEND — BLACK
BACKGROUND — YELLOW (RETROREFLECTIVE)

2-133



Item E.2.a. – New Business

Discussion of Boards and Commissions

Chapter 2.09

PROVIDING FOR THE ESTABLISHMENT OF SPECIAL COMMITTEES

2.09.005 Definition.

A special committee as defined in Robert's Rules of Order is "a committee appointed, as the need arises, to carry out a specified task, at the completion of which, it automatically ceases to exist." Special committees appointed by the city council shall have:

- A. Limited duration. All special committees expire after six months or at the completion of their work, whichever comes earlier; and
- B. Special purpose, as provided by the council. (Ord. 08-020 § 3, 2008)

2.09.010 Creation of special committees.

Special committees shall be created by a resolution of the city council. The resolution shall contain:

- A. The purpose of the committee;
- B. The duration of committee;
- C. Number of committee members;
- D. The names of the committee members;
- E. Committee procedures;
- F. Other items required by the council. (Ord. 08-020 § 3, 2008)

2.09.015 Committee members and committee chair.

- A. Nomination of committee members:
 - 1. Committee members may be selected by the council; or
 - 2. The city manager may recommend names to be approved by the council.
- B. Selection of committee chair and vice chair:
 - 1. The council may designate the committee chair and vice chair in the resolution establishing the committee.
 - 2. When a chair and vice chair have not been selected by the council, the committee, at its first meeting, shall select and appoint from its members a chair and vice chair to preside over the meetings. (Ord. 08-020 § 3, 2008)

2.09.020 Quorum.

The quorum of a committee is the majority of its total membership. A quorum is required to conduct all meetings. (Ord. 08-020 § 3, 2008)

2.09.025 Committee meetings.

- A. The resolution establishing the committee shall state the frequency of regular meetings and provide for special meetings.
- B. All meetings are open to the public and the agenda shall be advertised and posted at least five days prior to the meeting. All public notices must include the date, time and place of a meeting.
- C. Minutes of the meetings shall be kept and a copy submitted to the city clerk. (Ord. 08-020 § 3, 2008)

2.09.030 Committee meeting action.

- A. All action must take place by proper motion recorded in the minutes or by an official committee resolution.
- B. Documents submitted to the committee must be contained in the official meeting packet.
(Ord. 08-020 § 3, 2008)

Chapter 2.20

PLANNING AND ZONING COMMISSION

2.20.010 Creation – Officers – Membership.

- A. There is created a city planning and zoning commission which shall consist of seven members who shall be nominated by the mayor and confirmed by the city council. All members must be residents of the city.
- B. A chair and vice chair of the commission shall be selected and appointed from and by the appointive members during the first regular meeting of November each year.
- C. The mayor and council may attend all meetings, but they shall have no vote. (Ord. 05-013 § 3, 2005; Ord. 605 § 3, 2003)

2.20.020 Membership terms.

The term of each appointed member of the commission shall be three years. The terms shall be staggered so that three members shall be appointed at the first regular meeting in November of the city council of every third year, and two members shall be appointed at the first October meeting of the city council of each of the other two years of every such three-year period. (Ord. 05-013 § 3, 2005; Ord. 605 § 3, 2003)

2.20.025 Compensation.

- A. Each commission member shall receive \$50.00 per regular meeting;
- B. Each commission member shall receive \$50.00 per special meeting;
- C. Each commission member shall receive \$25.00 per work session. (Ord. 05-013 § 3, 2005)

2.20.030 Incorporation of state law by reference.

To the extent applicable, the laws of the state dealing with planning and zoning commissions, present and future, and all amendments thereto, are incorporated into this chapter and expressly included herein. (Ord. 05-013 § 3, 2005; Ord. 605 § 3, 2003)

2.20.040 Powers and duties.

The commission shall be required to do the following:

- A. From time to time, develop, adopt, alter or revise, subject to approval and amendment by the city council, a comprehensive plan for the physical development of the city. Such comprehensive plan, with accompanying maps, plats, charts, descriptive and explanatory matter, shall show the commission's recommendations for the development of the city territory and may include, among other things:
 - 1. A statement of policies, goals, and standards;
 - 2. A land use plan;
 - 3. A community facilities plan;
 - 4. A transportation plan; and
 - 5. Recommendations for implementation of the comprehensive plan;
- B.
 - 1. Make recommendations to the borough platting board regarding platting and subdividing of lots, blocks or lands, roads, water and sewer, within the city limits and, to the extent allowed by the borough platting board, regarding water and sewer within the city's water and sewer district outside the city limits.
 - 2. In exercising the powers granted it by this section, the commission may prepare and recommend for city council adoption ordinances and policies governing the subdivision

of land within the city limits. Such ordinances and policies may provide for the harmonious development of the city and its environs; for the coordination of streets and other ways within the subdivided land with other existing or planned streets and ways and for conformance to the comprehensive plan or official map; for adequate open spaces; for spaces for traffic, utilities, recreation, light and air; and for the avoidance of congestion of population.

3. Subdividing, for the purposes of this section, shall be deemed to include the division of any lot, tract, or parcel of land into two or more lots, sites or other divisions of land for the purpose, whether immediate or future, of sale or building development;
- C. Perform duties as set out in PMC Title [17](#), Zoning; and
- D. Perform those duties established by the council from time to time. (Ord. 05-013 § 3, 2005; Ord. 605 § 3, 2003)

2.20.050 Staff assistance to commission.

To assist the commission, there may be a community development coordinator who shall be qualified by special training and experience in the field of city planning. The coordinator will be the regular technical adviser of the commission and may also be designated its executive secretary, but the coordinator shall not have the power to vote. (Ord. 05-013 § 3, 2005; Ord. 605 § 3, 2003)

2.20.055 Quorum.

A quorum shall be made up of four members and be required to conduct a meeting, except that less than a quorum can adjourn a meeting to another time or date. (Ord. 05-013 § 3, 2005)

2.20.060 Presiding officer.

- A. The chair shall preside at all meetings of the commission. The chair shall preserve order and decorum among the commission members and is responsible for conduct of all meetings in compliance with these rules. The chair may at any time make such rules as the chair deems necessary and proper to preserve order among the persons in the commission chamber during sessions of the commission. The chair shall instruct the members of the public to be as brief as possible and, when speaking as an individual, to contain their remarks to three minutes, and if representing a group, to contain their remarks to five minutes.
- B. The chair may speak to points of order in preference to other members and shall decide all points of order, subject to appeal by the commission by motion duly seconded as provided in this chapter.
- C. A motion to appeal the ruling of the presiding officer may be made by any commission member, subject to a second. The motion to appeal is not debatable. The presiding officer's ruling stands unless disapproved by a majority vote of the commission.
- D. The chair may participate in the debate on any matter. The chair may at any time call any member to the chair during any meeting, such substitution to discontinue when the chair elects to resume as presiding officer, and in no event beyond the adjournment of the meeting at which such substitution is made.
- E. In the temporary absence or disability of the chair, the vice chair shall exercise all the powers of chair during such temporary absence or disability of the chair and may also vote. (Ord. 05-013 § 3, 2005)

2.20.061 Meetings.

- A. Regular meetings of the commission shall be held on the third Thursday of each month beginning at 7:00 p.m. in the city council chambers, unless otherwise designated by the commission. The commission shall only be required to hold only one regular meeting in any month. Permanent records or minutes shall be kept of the commission's proceedings, and such minutes shall record the vote of each member upon every question. Every decision or finding shall immediately be filed in the office of the city clerk and shall be a public record open to inspection by any person.
- B. If a majority of the commission members are given at least 24 hours' written or oral notice and reasonable efforts are made to notify all commission members, a special meeting of the commission may be held at the call of the chair, any two members of the commission, or the city manager.
- C. Teleconferencing may be used for all lawful activities of the city and, if all voting individuals have an opportunity to evaluate all testimony and evidence, to vote on actions.
- D. No business shall be transacted at any special meetings except that which is specifically stated in the notice of the meeting.
- E. The commission shall adjourn not later than 11:00 p.m. and may not reconvene any earlier than 9:00 a.m. the next day. However, by two-thirds consent of the commission the meeting may be extended for up to one hour, at which time adjournment is mandatory.
- F. If, after having been lawfully assembled in a location properly designated, the commission determines that a condition exists which renders such location unsuitable, it may recess the meeting and reconvene at a different location suitable to the needs of the commission. The location to which the meeting shall be reconvened shall be made known publicly prior to recess and notices shall be posted at the place originally designated by the clerk or designee; provided, that failure to post shall not affect the jurisdiction of the meeting. (Ord. 05-013 § 3, 2005; Ord. 605 § 3, 2003)

2.20.065 Public meetings required.

- A. All meetings are open to the public and shall be electronically recorded. The public shall have the reasonable opportunity to be heard.
- B. In order to give the public a greater opportunity to attend and participate in the meetings of the commission, the commission may hold regular meetings in public locations throughout the city other than the usual meeting place. A public location includes any public building within the city owned by the city or the Matanuska-Susitna Borough. In the selection of a meeting place other than the normal meeting place of the commission, consideration shall be given to the reasonable accommodation of the public. When the commission intends to hold a regular meeting at a public location other than the usual place of the commission meeting, the city clerk or designee shall give notice of the meeting by posting advertisement thereof on the city hall bulletin board. The notice shall set forth with particularity the location of the meeting. The notice shall be posted at least five days prior to the scheduled meeting. (Ord. 05-013 § 3, 2005)

2.20.070 Public meeting notification.

- A. All public notices must include the date, time and place of a meeting, and if the meeting is by teleconference, the location of teleconferencing facilities that will be used.
- B. Regular Meeting. Public meeting notification shall be by means of posting and/or publishing the agenda for a regular meeting five days prior to the meeting.

- C. Special Meeting. Public meeting notification shall be by means of posting and/or publishing the agenda for a special meeting 24 hours prior to the meeting.
- D. Emergency Meeting. Public meeting notification shall be by means of posting and/or publishing the agenda with reasonableness related to the emergency.
- E. Work Session. Public meeting notification shall be by means of posting and/or publishing the work session notice containing the topic of the work session three days prior to the session. (Ord. 05-013 § 3, 2005)

2.20.071 Presiding officer.

Repealed by Ord. 05-013. (Ord. 605 § 3, 2003)

2.20.081 Time and location – Public meetings required.

Repealed by Ord. 05-013. (Ord. 605 § 3, 2003)

2.20.091 Special meetings – Notice.

Repealed by Ord. 05-013. (Ord. 605 § 3, 2003)

2.20.101 Commission meetings – Time of adjournments.

Repealed by Ord. 05-013. (Ord. 605 § 3, 2003)

2.20.111 Location change.

Repealed by Ord. 05-013. (Ord. 605 § 3, 2003)

2.20.115 Commission-initiated legislation requests.

At a regular meeting, two commission members may direct the community development coordinator to prepare legislation pertaining to PMC Title [17](#) for action at a subsequent meeting; provided, however, the majority of the commission may vote to override the direction. The direction and motion to override may occur even though neither is on the agenda. (Ord. 07-020 § 6, 2007)

2.20.121 Emergency special meetings.

Repealed by Ord. 05-013. (Ord. 605 § 3, 2003)

2.20.122 Agenda and agenda packets.

- A. The agenda for each meeting shall be prepared by the community development coordinator or designee after consultation with the chair. The agenda shall include any discussion item requested in writing and signed by the chair or two commission members. The request shall be made to allow the timeframes of PMC [2.20.070](#).
- B. The community development coordinator or designee shall attempt to notify each commission member at least 48 hours prior to a regular meeting. Notification shall be by means of a packet including information on the time and place of meeting and the agenda. Whenever practicable, minutes of the previous meeting and other background material pertinent to the agenda shall be included in the packet. (Ord. 07-020 § 5, 2007; Ord. 05-013 § 3, 2005)

2.20.131 Order of business.

At every regular meeting of the commission the order of business shall be as follows:

- A. Call to order;
- B. Roll call;
- C. Pledge of allegiance;
- D. Approval of agenda;
- E. Minutes of previous meetings;
- F. Persons to be heard;
- G. Public hearings;
- H. Unfinished business;
- I. New business;
- J. Plat reviews;
- K. Public comments;
- L. Staff report;
- M. Commissioner's comments;
- N. Adjournment; provided, however, the agenda can be changed by the majority vote of the commission if such change would serve the public interest or expedite business. (Ord. 06-022 § 3, 2006; Ord. 05-013 § 3, 2005; Ord. 605 § 3, 2003)

2.20.141 Amending amendments.

Repealed by Ord. 05-013. (Ord. 605 § 3, 2003)

2.20.151 Speaking procedure.

- A. Any commission member, wishing to speak, shall address the presiding officer, and shall refrain from speaking until recognized.
- B. When two or more members request recognition simultaneously, the presiding officer shall determine which one shall speak first.
- C. Every member shall confine debate to the subject at hand, shall refrain from personalities, and shall not refer to any other member of the commission except in a respectful manner.
- D. Unless a member who has the floor yields for that purpose, no member shall interrupt another while speaking, except to submit a parliamentary inquiry or make a point of order.
- E. No member shall speak more than twice or for more than 10 minutes continuously to any one question, except that one or more additional periods of 10 minutes may be granted by unanimous consent. (Ord. 05-013 § 3, 2005)

2.20.161 Parliamentary inquiry of chair.

Any commission member may make a parliamentary inquiry of the presiding officer at any time during the meeting. (Ord. 05-013 § 3, 2005)

2.20.171 Point of order.

Any member may request a point of order without a second. The presiding officer may speak to points of order in preference to other members and shall decide all such questions, subject to appeal to the commission. No further business shall be conducted until resolution of the point of order. (Ord. 05-013 § 3, 2005)

2.20.181 Second required.

All motions shall require a second, unless otherwise provided. (Ord. 05-013 § 3, 2005)

2.20.191 Reduction to writing.

Any motion must be reduced to writing if the presiding officer so requires or any member so demands. No other business shall be entertained until reasonable time (not over 10 minutes) is afforded for compliance with this rule. (Ord. 05-013 § 3, 2005)

2.20.201 Amending amendments.

A motion to amend an amendment shall be in order; but a motion to amend an amendment to an amendment shall not be in order. (Ord. 05-013 § 3, 2005)

2.20.211 Ordering previous question.

When a motion requesting that the previous question be moved, stating the previous question to be ordered is made, all debate shall be suspended and a vote to accept the motion shall be taken. A two-thirds affirmative vote is required to order the previous question. If the motion is carried, the ordered previous question shall be voted on. If the motion to order the previous question fails, debate is resumed where previously left off. (Ord. 05-013 § 3, 2005)

2.20.221 Withdrawal.

After a motion is moved and seconded and is stated or read by the presiding officer, it shall be deemed to be in the possession of the commission and may not be withdrawn by the maker of the motion or the member seconding the motion. If a motion is made and seconded but not moved to the commission for debate, the maker of the motion and the member seconding the motion may withdraw the motion. (Ord. 05-013 § 3, 2005)

2.20.231 Division of question.

Any member may make a motion to divide the question, when allowed. (Ord. 05-013 § 3, 2005)

2.20.241 Motion to reconsider and rescind.

- A. A motion to reconsider a vote may be made only by a member who voted with the prevailing side. The motion shall be made during the meeting at which the action is taken.
 - 1. A proper motion to reconsider suspends implementation and effect of the decision for which reconsideration is moved, until the next regular meeting or until the commission takes action on that motion, whichever occurs first. Actions that cannot be reconsidered are defined in the current edition of Robert's Rules of Order Newly Revised.
 - 2. Only one motion to reconsider shall be entertained on any ordinance, resolution or other action even if the commission overturns the original action. If a motion to reconsider a particular ordinance fails, a second motion to reconsider the same action shall not be in order.
 - 3. Debate on motions to reconsider shall be limited to 35 minutes and no member shall speak for more than five minutes.
- B. A motion to rescind something previously adopted may be moved by any member. Action approving an ordinance may not be rescinded after the effective date of the ordinance. Other actions that cannot be rescinded are defined in the current edition of Robert's Rules of Order Newly Revised.
 - 1. A motion to rescind requires a two-thirds vote unless notice of the motion was given at the regular meeting immediately preceding the meeting when the motion is to be considered. If this notice was given only a majority of the commission is required for

approval. Upon failure of a motion to rescind for which previous notice has been given, no further motions or notices of intent to rescind the same action are in order.

2. Debate on motions to rescind shall be limited to 35 minutes and no member shall speak for more than five minutes.
3. No measure to rescind shall be reconsidered more than once. (Ord. 05-013 § 3, 2005)

2.20.251 Rules – Amendment – Observance required – Transgression.

- A. In all matters of parliamentary procedure not covered by these rules, Robert's Rules of Order shall be applicable and govern.
- B. The commission rules and order of business shall be observed in all cases, unless suspended temporarily for a special purpose of an emergency nature by a vote of four members present. Any member may move at any time for the suspension of any rule, and such motion must be seconded to entitle it consideration.
- C. If any member, in speaking or otherwise, transgresses the rules of the commission, the presiding officer shall, or any member can, call the member to order; in which case the member so called to order shall immediately cease discussions unless permitted by the presiding officer to explain; and the commission, if appealed to, shall decide the question without debate. If the decision is in favor of the member so called to order, the member shall be at liberty to proceed; if otherwise, the member shall not proceed without leave of the commission to proceed in order. (Ord. 05-013 § 3, 2005)

2.20.261 Motions – Disposition – Withdrawal.

Repealed by Ord. 05-013. (Ord. 605 § 3, 2003)

2.20.271 Speaking procedure.

Repealed by Ord. 05-013. (Ord. 605 § 3, 2003)

2.20.281 Voting.

- A. The presiding officer shall declare all votes; but if any member doubts a vote, the presiding officer, without further debate upon the question, shall request the members voting in the affirmative and negative respectively to so indicate, and the presiding officer shall declare the result.
- B. The vote upon all matters considered by the commission shall be taken by yes or no votes which shall be entered upon the record, except that when the vote is unanimous, it shall be necessary only to so state.
- C. Every member present shall vote, unless the presiding officer excuses the member because of substantial financial interest and the commission does not override the presiding officer's action. Declarations to be excused must be made before the vote, and shall be decided without debate.
- D. The affirmative or negative vote of at least four members shall be required for official action of the commission. (Ord. 05-013 § 3, 2005; Ord. 605 § 3, 2003)

2.20.291 Procedural rules – Suspension – Observance required – Transgression.

Repealed by Ord. 05-013. (Ord. 605 § 3, 2003)

2.20.301 Robert's Rules of Order.

Repealed by Ord. 05-013. (Ord. 605 § 3, 2003)

2.20.311 Informal meetings.

- A. Informal meetings include work sessions, hearings, workshops or other similar titles (all of which are designated as work sessions for purposes of PMC [2.20.025](#)). These gatherings may be held outside of the traditional meeting structure and PMC [2.20.061](#) through [2.20.281](#) do not apply; provided, that these meetings may be held only after appropriate public notice under the Open Meetings Act has been given. No formal action may be taken at these meetings. These meetings may cover only informational items or items of a legislative nature, such as, for example, promoting public interest in and understanding of the comprehensive plan, zoning, rezoning and annexation. These meetings may not cover items that pertain to a specific person or persons or a specific property or properties, such as conditional use permits or variances, as those matters must be covered at formal meetings.
- B. The purpose of work sessions is for the commission to receive information, review and discuss matters. The purpose of hearings and workshops with the community is to receive testimony from, discuss with and provide information to city and borough residents. Only one or more commissioners, as authorized by the commission, need attend hearings and workshops with the community. (Ord. 05-013 § 3, 2005; Ord. 605 § 3, 2003)

2.20.321 Cause for removal.

- A. A commissioner may be removed by the council upon the "occurrence" of any of the following:
 - 1. Expiration of the term of office;
 - 2. Death of the commissioner;
 - 3. Resignation approved by the council;
 - 4. The commissioner's ceasing to possess at any time the qualifications of eligibility required for the office of commissioner;
 - 5. Conviction of a felony involving moral turpitude or an offense involving a violation of an oath of office;
 - 6. Judicial determination that the commissioner is of unsound mind;
 - 7. A decision of a competent tribunal declaring the appointment of the commissioner void;
 - 8. Failure to take an oath of office within 30 days of appointment to office or within such shorter time between appointment and the date of the commissioner's first commission meeting;
 - 9. No longer physically resides in the city; and
 - 10. Other just cause for removal.
- B. If there is reasonable possibility of an "occurrence," the council shall instruct to notify the commissioner of a "possible occurrence." At least 10 days after giving of the notice, the council shall hold a hearing for presentment of the evidence, allow the commissioner to respond and present his or her case, and vote on the matter of removal. The mayor shall preside at the hearing and may exclude irrelevant evidence. A council member shall vote based on the evidence presented at the hearing and may vote for removal only if, in the opinion of the council member, it is more likely than not that the "occurrence" has been proven at the hearing. The commissioner shall be removed only upon the vote of four council members.
- C. In addition a commissioner may be removed by the mayor if, during any 12-month period while in office:
 - 1. The commissioner is absent from three regular meetings without excuse; or

2. The commissioner is absent from six regular meetings; or
 3. The commissioner fails to attend two-thirds of the regular meetings.
- D. The chair or designated staff shall keep attendance records of all regular meetings, and immediately report the failure of any commissioner to meet the attendance requirements of this section to the mayor or designee. The mayor shall notify the commissioner of the claimed delinquency, hold a hearing for presentment of the evidence at least 10 days after giving of the notice, allow the commissioner to respond and present his or her case. The mayor shall decide based on the evidence presented at the hearing and may remove the commissioner only if, in the opinion of the mayor, it is more likely than not that the delinquency has been proven at the hearing. (Ord. 05-013 § 3, 2005; Ord. 605 § 3, 2003)

2.20.331 Conflict of interest.

A commissioner shall declare a substantial financial interest that the member has in an official action and the commissioner shall not participate in such official action. (Ord. 05-013 § 3, 2005; Ord. 605 § 3, 2003)

Chapter 2.25

AIRPORT ADVISORY COMMISSION

2.25.010 Purpose and duties.

The purpose of the commission includes the following:

- A. To assist in the development of plans for the airport;
- B. To recommend methods and means to implement airport plans;
- C. To assist in the promulgation of airport regulations;
- D. To work with and support city staff in the implementation of airport regulations; and
- E. To advance, promote and improve aviation development and opportunities. (Ord. 08-003 § 6, 2008)

2.25.020 Creation.

- A. There is created a city airport advisory commission which shall consist of seven members who shall be nominated by the mayor and confirmed by the city council.
- B. Commission Organizational Structure. The commission shall be structured as follows:
 - 1. At least two members shall be city residents;
 - 2. At least three but no more than four shall have interests in the city airport.
- C. A person who leases real property (to include a tie-down space) at the airport or who uses the airport for any aircraft-related purpose is considered to be a person who has an interest in the airport.
- D. A chair and vice chair of the commission shall be selected and appointed from and by members during the first regular November meeting of each year. (Ord. 08-003 § 6, 2008)

2.25.030 Membership terms.

The term of each appointed commission member shall be three years. The terms shall be staggered so that three members shall be appointed at the first regular meeting in October of the city council of every third year, and two members shall be appointed at the first October meeting of the city council of each of the other two years of every such three-year period. (Ord. 08-003 § 6, 2008)

2.25.040 Compensation.

Each commission member shall receive \$50.00 per regular and special meetings. (Ord. 08-003 § 6, 2008)

2.25.050 Staff assistance to commission.

The director of community services or designee shall serve as staff to the commission. The director will be the regular technical adviser of the commission and may also be designated its executive secretary, but the director shall not have the power to vote. (Ord. 08-003 § 6, 2008)

2.25.060 Quorum.

A quorum shall be made up of four members and be required to conduct a meeting, except that less than a quorum can adjourn a meeting to another time or date. (Ord. 08-003 § 6, 2008)

2.25.070 Presiding officer.

- A. The chair shall preside at all commission meetings and may participate in the debate and vote on any matter.
- B. In the temporary absence or disability of the chair, the vice chair shall exercise all the powers of chair during the temporary absence or disability of the chair. (Ord. 08-003 § 6, 2008)

2.25.080 Meetings.

- A. All meetings are open to the public and shall be electronically recorded. The public shall have the reasonable opportunity to be heard.
- B. Regular commission meetings shall be held on the fourth Thursday of each month beginning at 7:00 p.m. in the city council chambers, unless otherwise designated by the commission.
- C. A special commission meeting may be held at the call of the chair, any two members of the commission, or the city manager. No business shall be transacted at any special meeting except that which is specifically stated in the meeting notice.
- D. Attendance and participation at meetings by commission members may be by teleconferencing. Materials that are to be considered at the meeting shall be made available at teleconference locations if practicable. The vote at a meeting held by teleconference shall be taken by roll call.
- E. The commission shall adjourn not later than 11:00 p.m. and may not reconvene any earlier than 9:00 a.m. the next day. However, by two-thirds consent of the commission the meeting may be extended for up to one hour, at which time adjournment is mandatory.
- F. Minutes shall be kept of the commission's proceedings. The minutes shall record the vote of each member upon every question. Every decision or finding shall immediately be filed in the city clerk's office and shall be a public record open to inspection by any person. (Ord. 08-003 § 6, 2008)

2.25.090 Public meeting notification.

- A. All public notices must include the date, time and place of a meeting, and, if the meeting is by teleconference, the location of teleconferencing facilities that will be used.
- B. Regular Meeting. Public meeting notification shall be by means of posting and/or publishing the agenda for a regular meeting five days prior to the meeting.
- C. Special Meeting. Public meeting notification shall be by means of posting and/or publishing the agenda for a special meeting three days prior to the meeting. (Ord. 08-003 § 6, 2008)

2.25.100 Meetings – Rules of proceedings.

Meetings shall be conducted under the current edition of Robert's Rules of Order Newly Revised version, and such modified or amended rules as may be adopted by the commission. (Ord. 08-003 § 6, 2008)

2.25.110 Audience participation.

All presentations to the commission shall be limited to three minutes per person, five minutes per group and also limited to a total time of not more than 30 minutes, unless the limitations are enumerable, in which case the presiding officer may set reasonable limits. (Ord. 08-003 § 6, 2008)

2.25.120 Agenda and agenda packets.

- A. The agenda for each meeting shall be prepared by the director of community services or designee after consultation with the chair. The agenda shall include any discussion item requested in writing and signed by the chair or two commission members. The request shall be made to allow the timeframes of PMC [2.25.090](#).
- B. The director of community services or designee shall attempt to notify each commission member at least 48 hours prior to a regular meeting. Notification shall be by means of a packet including information on the time and place of meeting and the agenda. Whenever practicable, minutes of the previous meeting and other background material pertinent to the agenda shall be included in the packet.
- C. At every regular meeting, the order of business shall be as follows:
 - 1. Call to order;
 - 2. Roll call;
 - 3. Pledge of allegiance;
 - 4. Approval of agenda;
 - 5. Minutes of previous meetings;
 - 6. Audience participation;
 - 7. Unfinished business;
 - 8. New business;
 - 9. Commission member comments;
 - 10. Adjournment. (Ord. 08-003 § 6, 2008)

2.25.130 Voting.

- A. The presiding officer shall declare all votes; but if any member doubts a vote, the presiding officer, without further debate upon the question, shall request a roll call vote, and the presiding officer shall declare the result.
- B. The vote upon all matters considered by the commission shall be taken by yes or no votes which shall be entered into the record, except that when the vote is unanimous, it shall be necessary only to so state.
- C. Every member present shall vote, unless the presiding officer excuses the member because of substantial financial interest and the commission does not override the presiding officer's action. Declarations to be excused must be made before the vote, and shall be decided without debate.
- D. The affirmative or negative vote of at least four members shall be required for official action of the commission. (Ord. 08-003 § 6, 2008)

2.25.140 Cause for removal.

- A. A commission seat shall become vacant upon the occurrence of any of the following:
 - 1. Expiration of the term of office;
 - 2. Death of the commissioner;
 - 3. Resignation approved by the council;
 - 4. The commissioner's ceasing to possess at any time the qualifications of eligibility required for the office of commissioner;
 - 5. Conviction of a felony involving moral turpitude or an offense involving a violation of an oath of office;
 - 6. Judicial determination that the commissioner is of unsound mind;
 - 7. A decision of a competent tribunal declaring the appointment of the commissioner void;

8. Failure to take an oath of office within 30 days of appointment to office or within such shorter time between appointment and the date of the commissioner's first commission meeting;
 9. No longer physically resides in the city; and
 10. Other just cause for removal.
- B. In addition, a commissioner may be removed by the mayor if, during any 12-month period while in office:
1. The commissioner is absent from three regular meetings without excuse; or
 2. The commissioner is absent from six regular meetings; or
 3. The commissioner fails to attend two-thirds of the regular meetings. (Ord. 08-003 § 6, 2008)

Chapter 2.30

BOARD OF ECONOMIC DEVELOPMENT

2.30.005 Purpose.

- A. The purpose of the city of Palmer board of economic development is to develop a policy for the city of Palmer economic development plan based upon city council consideration. The plan is a statement of goals and objectives to guide the city in its provision of long-term, permanent employment opportunities, enhancement of the quality of life for city residents, highest and best land use, and maximum development of natural resources. The plan will describe the economic condition of the city and identify potential economic development areas.
- B. The board shall also advise the city council on economic development issues. (Ord. 08-004 § 3, 2008)

2.30.010 Creation.

- A. There is created a city board of economic development which shall consist of seven members who shall be nominated by the mayor and confirmed by the city council.
- B. Membership should include representatives from the following categories, including but not limited to: business, tourism, industry, education, finance, health care and the general public. Members are not required to be city residents.
- C. A chair and vice chair of the board shall be selected and appointed from and by members during the first regular November meeting of each year.
- D. A member of the city council and representative from the planning and zoning commission shall serve as ex-officio members of the board, but shall have no vote. (Ord. 08-004 § 3, 2008)

2.30.020 Duties.

The board shall:

- A. Prepare a city of Palmer economic development plan.
 - 1. The plan shall be updated bi-annually and submitted to the council for consideration.
 - 2. The economic development plan and strategy shall be consistent with the city council policies and the city's comprehensive plan.
 - 3. The major components of the plan are:
 - a. Factual data to assure that city residents understand the current development situation as a base upon which to make decisions;
 - b. Identification of community visions and potentials (such as resources or location) that can be the basis for economic development;
 - c. Establishment of goals and intermediate objectives to point the direction of development activities, and upon which to measure progress toward satisfying long-term goals;
 - d. A strategy for development – an implementation plan of activities necessary to accomplish the city's stated goals and objectives.
 - 4. The plan shall encourage activities that:
 - a. Provide long-term benefits, quality of life, increased efficiencies and economies in public service, and increased permanent private sector employment to the residents of the city by strengthening and diversifying the present economic bases and encouraging and supporting new activities;

- b. Have positive effects on the revenue and fiscal conditions of the city and do not impose burdensome costs to the taxpayer in excess of their positive effects.
- 5. The plan must recognize and support the city council's policy statement that government does not produce wealth but instead supports the private sector's efforts to advance and promote commerce.
- B. Provide for research, public input, collect, analyze and disseminate information to the city council to evaluate economic development opportunities and strategies.
- C. Identify impediments to economic development in the city of Palmer area imposed by all influences, such as government at all levels, and lack of transportation and energy systems necessary to support business and industry. (Ord. 08-004 § 3, 2008)

2.30.030 Membership terms.

The term of each appointed board member shall be three years. The terms shall be staggered so that three members shall be appointed at the first regular meeting in October of the city council of every third year, and two members shall be appointed at the first October meeting of the city council of each of the other two years of every such three-year period. (Ord. 08-004 § 3, 2008)

2.30.040 Compensation.

Each board member shall receive \$50.00 per regular and special meeting. (Ord. 08-004 § 3, 2008)

2.30.050 Staff assistance to board.

The city manager or designee shall serve as staff to the board. The city manager or designee shall be the regular technical adviser of the board and may also be designated its executive secretary, but shall not have the power to vote. (Ord. 08-004 § 3, 2008)

2.30.060 Quorum.

A quorum shall be made up of four members and be required to conduct a meeting, except that less than a quorum can adjourn a meeting to another time or date. (Ord. 08-004 § 3, 2008)

2.30.070 Presiding officer.

- A. The chair shall preside at all board meetings and may participate in the debate and vote on any matter.
- B. In the temporary absence or disability of the chair, the vice chair shall exercise all the powers of chair during the temporary absence or disability of the chair. (Ord. 08-004 § 3, 2008)

2.30.080 Meetings.

- A. All meetings are open to the public and shall be electronically recorded. The public shall have the reasonable opportunity to be heard.
- B. The board shall meet quarterly to assess board objectives and performance. Regular board meetings shall be held on the first Monday of the month beginning at 7:00 p.m. in the city council chambers, unless otherwise designated by the board.
- C. A special board meeting may be held at the call of the chair, any two members of the board, or the city manager. No business shall be transacted at any special meeting except that which is specifically stated in the meeting notice.

- D. Attendance and participation at meetings by board members may be by teleconferencing. Materials that are to be considered at the meeting shall be made available at teleconference locations if practicable. The vote at a meeting held by teleconference shall be taken by roll call.
- E. The board shall adjourn not later than 10:00 p.m. and may not reconvene any earlier than 9:00 a.m. the next day. However, by two-thirds consent of the board the meeting may be extended for up to one hour, at which time adjournment is mandatory.
- F. Minutes shall be kept of the board's proceedings. The minutes shall record the vote of each member upon every question. Every decision or finding shall immediately be filed in the city clerk's office and shall be a public record open to inspection by any person.
- G. The board shall report to the city council at the next regularly scheduled city council meeting. (Ord. 11-001 § 3, 2011; Ord. 10-007 § 3, 2010; Ord. 08-004 § 3, 2008)

2.30.090 Public meeting notification.

- A. All public notices must include the date, time and place of a meeting, and if the meeting is by teleconference, the location of teleconferencing facilities that will be used.
- B. Regular Meeting. Public meeting notification shall be by means of posting and publishing the agenda for a regular meeting five days prior to the meeting.
- C. Special Meeting. Public meeting notification shall be by means of posting and publishing the agenda for a special meeting three days prior to the meeting. (Ord. 10-007 § 4, 2010; Ord. 08-004 § 3, 2008)

2.30.100 Meetings – Rules of proceedings.

Meetings shall be conducted under the current edition of Robert's Rules of Order Newly Revised version, and such modified or amended rules as may be adopted by the board. (Ord. 08-004 § 3, 2008)

2.30.110 Audience participation.

All presentations to the board shall be limited to three minutes per person, five minutes per group and also limited to a total time of not more than 30 minutes, unless the limitations are enumerable, in which case the presiding officer may set reasonable limits. (Ord. 08-004 § 3, 2008)

2.30.120 Agenda and agenda packets.

- A. The agenda for each meeting shall be prepared by the city manager or designee after consultation with the chair. The agenda shall include any discussion item requested in writing and signed by the chair or two board members. The request shall be made to allow the timeframes of PMC [2.30.090](#).
- B. The city manager or designee shall attempt to notify each board member at least 48 hours prior to a regular meeting. Notification shall be by means of a packet including information on the time and place of meeting and the agenda. Whenever practicable, minutes of the previous meeting and other background material pertinent to the agenda shall be included in the packet.
- C. At every regular meeting, the order of business shall be as follows:
 1. Call to order;
 2. Roll call;
 3. Pledge of allegiance;
 4. Approval of agenda;

5. Minutes of previous meetings;
6. Audience participation;
7. Unfinished business;
8. New business;
9. Board member comments;
10. Adjournment. (Ord. 08-004 § 3, 2008)

2.30.130 Voting.

- A. The presiding officer shall declare all votes; but if any member doubts a vote, the presiding officer, without further debate upon the question, shall request a roll call vote and the presiding officer shall declare the result.
- B. The vote upon all matters considered by the board shall be taken by yes or no votes which shall be entered into the record, except that when the vote is unanimous, it shall be necessary only to so state.
- C. Every member present shall vote, unless the presiding officer excuses the member because of substantial financial interest and the board does not override the presiding officer's action. Declarations to be excused must be made before the vote, and shall be decided without debate.
- D. The affirmative vote of at least four members shall be required for official action of the board. (Ord. 08-004 § 3, 2008)

2.30.140 Cause for removal.

- A. A board seat shall become vacant upon the occurrence of any of the following:
 1. Expiration of the term of office;
 2. Death of the board member;
 3. Resignation approved by the council;
 4. The board member ceasing to possess at any time the qualifications of eligibility required for the office of board member;
 5. Conviction of a felony involving moral turpitude or an offense involving a violation of an oath of office;
 6. Judicial determination that the board member is of unsound mind;
 7. Failure to take an oath of office within 30 days of appointment to office or within such shorter time between appointment and the date of the board member's first board meeting; and
 8. Other just cause for removal, as determined by a majority vote of the city council.
- B. In addition, a board member may be removed by the mayor if, during any 12-month period while in office:
 1. The board member is absent from three regular meetings without excuse; or
 2. The board member is absent from six regular meetings; or
 3. The board member fails to attend two-thirds of the regular meetings. (Ord. 10-007 § 5, 2010; Ord. 08-004 § 3, 2008)



City of Palmer
231 W. Evergreen Avenue
Palmer, AK 99645
907-745-3271

Airport Advisory Commission Members

Member:	Address:	Phone Numbers:	Email Address:	Term Ending:
Vacant				October 2014
Jeff Helmericks	621 Airport Rd. #200 Palmer, AK 99645	357-6849	colville@ak.net	October 2014
John S. Lee	9391 E. Falk Rd.	Home: 745-4678 Work: 761-6010 Cell: 841-6100	johnlee@nhtiusa.com	October 2013
Vacant				October 2013
Vacant				October 2012
Joyce Momarts	360 E. Dogwood Avenue Palmer, AK 99645	745-3738	jmom@mtaonline.net	October 2014
Craig Shochenmaier*	PO Box 3863 Palmer, AK 99645	854-8390	Flyboy4076v@hotmail.com	October 2013

*Pending legislation to remove from Commission due to absences.

Updated: 3/13/2012



City of Palmer
231 W. Evergreen Avenue
Palmer, AK 99645
907-745-3271

Board of Economic Development Members

Member:	Address:	Phone Numbers:	Email Address:	Term Ending:
John Lee	9391 E. Falk Road Palmer, AK 99645	745-4678	johnlee@nhtiusa.com	October 2014
John Riggs	137 E. Arctic Avenue Palmer, AK 99645	746-2812 (Home) 745-6988 (Work)	gne@mtaonline.net	October 2012
Vacant				October 2011
Vacant				October 2012
Jenny Vanderweele	PO Box 258 Palmer, AK 99645	746-1508	rjbs@mtaonline.net	October 2013
Vacant				October 2014
Vacant				October 2014

Ex-Officio Members:	Address:	Phone Numbers:	Email Address:
Planning & Zoning Commission			
City Council			

Update: 3/13/2012



City of Palmer
Department of Community Development
645 E. Cope Industrial Way, Palmer, AK 99645-6952
(907) 745-3709 Fax: (907) 745-5443

Palmer Planning and Zoning Commission

Chair	
Michael Madar 1270 W. Woodstock Drive Palmer, AK 99645	Phone: (907) 250-5727 (wk) 746-6667 (hm) Cell: 250-5727 Email: Madar@gci.net Term Expires: October 2014
Vice Chair	
William B. Kerslake, Sr. 241 N. Irene Street Palmer, AK 99645	Phone: 632-2770 (wk) Email: mkircherak@gmail.com Term Expires: October 2013
Commission Members	
Alan Prosser 1301 S. Felton St. Palmer, AK 99645	Phone: 745-2526 (wk) 830-8466 (cell) Email: alanrobertprosser@yahoo.com Term Expires: October 2013
Mark Campbell 613 W. Daron Drive Palmer, AK 99645	Phone: 529-9428 (wk) 746-6579 (hm) 715-9685 (cell) Email: artichunter4570@hotmail.com Term Expires: October 2013
Michael A. Kircher 641 N. Third Street Palmer, AK 99645	Phone: 745-1459 (hm) Fax: 746-7802 Email: Urbanag@gci.net Term Expires: October 2013
Vacant	Term Expires: October 2012
Mary Weir 407 E. Caribou Ave Palmer, AK 99645	Phone: 746-1156 (hm) 315-2123 (cell) Email: mweir22@yahoo.com Term Expires: October 2014
Community Development - Support Staff to Commission	
Sandra Garley, Director	Phone: 761-1322 Email: Sgarley@palmerak.org
Ron Anderson	Phone: 761-1306 Email: randerson@palmerak.org

Updated: Tuesday, March 13, 2012



Item E.2.b. – New Business

Action Memorandum 10-075



Final Version - Recommended for
adoption by the Board of Economic
Development

Economic Development Strategy

Discover Palmer: Alaska at its Best

October 2011

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Statistics and resources in support of this document are available under separate cover.

OUR VISION:

To promote and strengthen a vibrant economy where governmental and educational institutions, transportation and utility infrastructure, traditional and high-tech industry, tourism and shopping complement the cultural and historic charm of Palmer and celebrates its importance as the agricultural center of Alaska.

OUR MISSION:

To serve the people and businesses of Palmer and to represent their interests and aspirations

**OUR COMMITMENT:**

- To provide municipal services and facilities to sustain quality of life for existing and future residents
- To achieve excellence in the management of City resources
- To build positive and productive relationships within this community to facilitate community and social programs
- To sustain the quality of the physical environment for future generations
- To promote and facilitate economic activity for the benefit of our citizens



INTRODUCTION

The City of Palmer is located in the Matanuska Valley in Southcentral Alaska, 40 miles north of Anchorage, the State's largest metropolitan area. The City's distinctive history began as an experiment in 1935, when the U.S. Government relocated 202 families from the drought plagued Midwest to the fertile Matanuska Valley in order to establish an agricultural settlement in Alaska. With an agrarian heritage and Midwestern small town values, the Matanuska Colony families overcame many difficulties and successfully established the beginnings of the City.

LOCAL ECONOMY

A unique microclimate in the Matanuska Valley accounts for over half of the state's agricultural production and produces the celebrated giant vegetables, displayed at the annual Alaska State Fair. Today, Palmer agriculture provides food to communities across the State of Alaska.



From rural traditions, Palmer has matured into a retail and service-based economy with primary local economic activity through retail, service, construction, professional and government offices. Palmer is the seat of government for the Matanuska Susitna Borough, which spans 23,000 square miles. Residents are employed in retail, professional services, city, borough, state, and federal occupations. Top employers are the Mat-Su Borough and School District, Mat-Su Regional Hospital, Carrs/Safeway and Fred Meyer. The City has a 3% local sales tax and a 3 mil real property tax. Low housing costs, the rural lifestyle, and proximity to Anchorage employment and services make the Palmer area desirable to more people choosing to move to an idyllic rural setting.

The pedestrian-friendly downtown is filled with shops and boutiques with books, arts and crafts, and offerings from local artists, businesses, services, and

farmers. Palmer embodies hometown America and small-town Alaska. Increasing population and employment trends may increase and stabilize real estate prices for Palmer neighborhoods. Several public and private schools offer families educational options.

LOCAL EVENTS AND ATTRACTIONS

Summer activities include the 18-hole Palmer Golf Course, multiple outdoor trail systems for walking, hiking and biking, rafting, glacier viewing, visiting the Palmer Museum of History and Art and gardens, the weekly Friday Fling market and the Alaska State Fair.

The Alaska State Fair greets nearly 300,000 visitors each summer and features extraordinary entertainers, showcase gardens and the world record-setting giant vegetable competition. The Fairgrounds also host over 50 other public events each year.

The winter slopes at nearby Hatcher Pass and surrounding areas offer snow machining, snow-shoeing, ice skating, sled dog mushing and cross country skiing.



Year-round competitive athletic events at the MTA Events Center, Mat-Su Miners Hermon Brothers Baseball Park and fields, and local schools include amateur youth and North American Hockey League hockey, statewide events in basketball, football, soccer, cross-country and track. Colony Days, Colony Christmas, Palmer Pride and other annual events bring out many locals and visitors in celebration.



TRANSFORMATION

Today, Palmer is in the midst of a metamorphosis. In the last decade, offering a safe and pleasant quality of life, the City grew 31%, with an almost 65% growth rate just outside the City boundaries. In less than 20 years, a quiet rural area has transformed into an increasingly thriving commercial center.

The City's population has increased 3.1% per year since 2000, with 5,937 residents currently residing in the 5.2 square mile City. Since 2000, over \$161,630,000 in new construction has occurred in the City. Public and private investment continues to fuel growth. The City completed a major expansion of its water and sewer utilities to the new Mat-Su Regional Medical Center seven (7) miles away. New water and sewer lines and improvement projects and plans for

a regional Wastewater Treatment Plant are setting the foundation for future growth.

City facilities include an airport, library, golf course, ice arena and numerous parks and ball fields. In the past year a Board of Economic Development was established by local citizens. These changes come with a unified vision to celebrate the best of Palmer's historic character, embrace responsible growth and keep the extraordinary small-town quality of life.

ECONOMIC DEVELOPMENT PROCESS FOR PALMER

This Economic Development Strategy represents a collective economic vision for the City of Palmer. Input has been incorporated from multiple and diverse segments of the Palmer community. The Goals, Objectives, Strategies and Action steps herein are the means to realizing this vision; from agriculture and tourism to technology and research, they reflect the diversity of Palmer's economy.

The forward process will include refinement of the components by the Board of Economic Development (BED), and the document will be presented in draft form to the Palmer City Council for their input and approval.

An annual review of the plan will be conducted by the BED, and be incorporated into the ongoing work of the City Council.

The State of Alaska will be provided a copy of the plan in order to encourage support for community and economic development for the City of Palmer.

MUNICIPAL AREAS OF RESPONSIBILITY

The City of Palmer Economic Development Strategy is based on five inter-related areas of municipal responsibility essential to supporting a high quality of life for its residents.

Quality of Life, at a personal level, means the degree of enjoyment and satisfaction experienced in everyday life, embracing health, personal relationships, quality of one's working life, social life and leisure time. At the community level, quality of life means a set of measurable socioeconomic indicators such as educational attainment, unemployment rate, crime rate and availability of housing and recreational opportunities.



ECONOMIC DEVELOPMENT PLAN GOALS

(Based on and adapted from the 2006 City of Palmer Comprehensive Plan)

Goal 1 ... Strengthen Palmer's competitiveness as the region's institutional center

Goal 2 ... Encourage expansion of technology and research-related economic sectors and other well-paid professional jobs in the Palmer area

Goal 3 ... Strengthen Palmer's role as a place to shop for residents of Palmer, residents of surrounding areas, and visitors

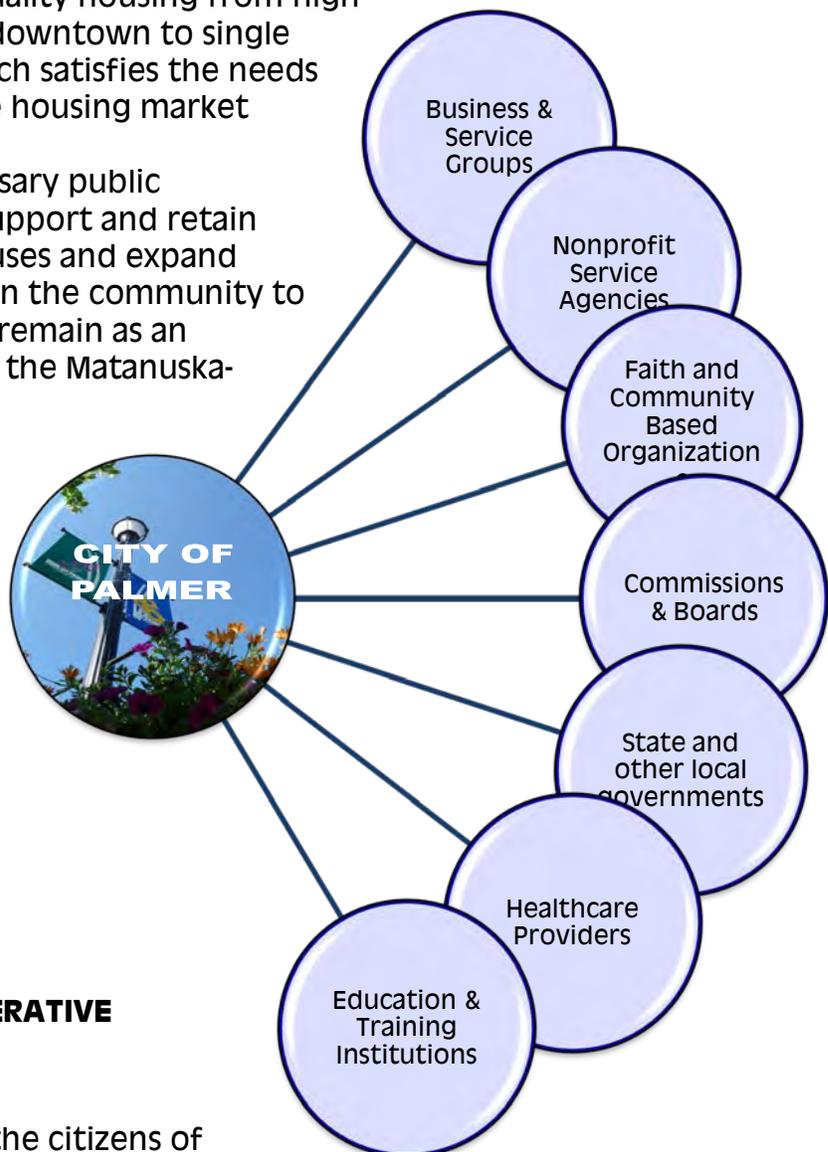
Goal 4 ... Strengthen Palmer as a tourism destination and stopping point for travel through the southern Matanuska-Susitna area

Goal 5 ... Strengthen efforts to promote quality of life by supporting Palmer as the Agriculture and Educational center of the Mat-Su Valley

Goal 6 ... Maintain high quality residential neighborhoods and promote a diverse range of quality housing from high density in or near downtown to single family housing which satisfies the needs of all sectors of the housing market

Goal 7 ... Provide the necessary public infrastructure to support and retain existing industrial uses and expand development within the community to insure that Palmer remain as an industrial leader of the Matanuska-Susitna Borough

Goal 8 ... Develop and market the municipal airport to maximize its impact on the Palmer economy



PARTNERSHIPS AND COOPERATIVE ORGANIZATIONS

Other organizations serve the citizens of Palmer by working to bring an between organizations.

OBJECTIVES FOR SPECIFIC PLAN GOALS

(Based on and adapted from the 2006 City of Palmer Comprehensive Plan)

Goal 1 ... Strengthen Palmer's competitiveness as the region's institutional center.

Objective A - Maintain existing institutions and secure new institutions.

1. Develop an Interface Schedule / Action Plan with the Matanuska-Susitna Borough to determine and pursue a very specific list of action items necessary to meet their long term needs;
2. Develop an Interface Schedule/ Action Plan with the Hospital, Clinics, Job Corps, University and Justice System to determine and pursue a very specific list of action items necessary to meet Hospital, Clinics, Job Corps, University and Justice System long term needs.

Goal 2 ... Encourage expansion of technology and research-related economic sectors and other well-paid professional jobs in the Palmer area.

Objective A - Work with the University of Alaska and Alaska Pacific University to determine what new programs might be developed in the Palmer area, and how the City might help these institutions to expand in the community.

1. Support an annual conference on small technology business development in Palmer;
2. Collaborate with the Greater Palmer Chamber of Commerce and other organizations to actively contact large technology companies;
3. Develop specific promotional literature touting the attributes of Palmer as a business friendly, geographically key location on the Pacific Rim as a satellite location for such companies.

Objective B - Work with community organizations such as the Greater Palmer Chamber of Commerce to market the community to desired businesses, including technology and research-based businesses, and well paid professional businesses such as law, medicine and veterinary science.

Objective C - Develop Palmer as a vocational and career center for Southcentral Alaska.

Goal 3 ... Strengthen Palmer's role as a place to shop for residents of Palmer, area residents and visitors.

Objective A - Work with the Planning & Zoning Commission to provide space for commercial expansion through the development of a new central business zoning district or zoning overlay.

Objective B - Make downtown Palmer a more competitive retail destination.

Objective C - Actively pursue infrastructure improvements and identify areas appropriate for developing new areas for commercial general development.

Goal 4 ... Strengthen Palmer as a tourism destination and stopping point for travel through the southern Matanuska-Susitna area.

Objective A – Preserve, improve and celebrate Palmer’s historic character; develop design guidelines for the historic district and explore designation of Palmer as a National Heritage Area.

Objective B – Support efforts to improve and promote community attractions, including cultural facilities and multiple trails systems. Improve linkages between attractions.

Objective C – Build on the success of existing community events, including the Alaska State Fair.

Objective D - Collaborate with the Palmer Visitors Center, the Greater Palmer Chamber of Commerce and other organizations to actively promote Palmer.

Objective E – Support efforts to attract more team sports activities, sporting events and outdoor activities in and around Palmer.

Goal 5 ... Strengthen efforts to promote quality of life by supporting Palmer as the Agriculture and Educational center of the Mat-Su Valley.

Objective A - Support a media campaign to promote distribution and sales of local agricultural products.

A city representative should contact state-funded organizations (schools, prisons, governmental agencies, etc.) to ensure enforcement of the state statute giving local growers an opportunity for priority placement for Alaskan Grown products

Objective B - Promote and expand farmers' market opportunities within the city limits and the greater Palmer area.

Objective C – Review available open land parcels within the city limits and encourage expansion of green areas and adding community gardens.

Objective D – Meet with representatives of local educational institutions (high schools and post-secondary training schools and colleges) to encourage positive communication about their needs and future plans and how the City might be able to help with their goals to the benefit of all citizens.

Goal 6 ... Maintain high quality residential neighborhoods and promote a diverse range of quality housing from high density in or near downtown to single family housing which satisfies the needs of all sectors of the housing market.

Objective A – Encourage a diverse range of quality housing, from attractive higher density housing in or near downtown, to outlying housing in more rural settings.

Objective B – Provide areas for single family housing appealing to the upper end of the housing market.

Objective C – Encourage infill and higher density housing in and around downtown. Prepare new zoning standards and design guidelines to ensure higher density housing is high quality, to benefit the resident and the community.

Objective D – Encourage rehabilitation of older residential structures.

Objective E – Establish, improve and maintain city-wide parks and recreation facilities and programs.

Objective F – Ensure that the location of housing offers residents adequate access to transportation, employment, services and to social and support networks.

Objective G – Promote continued development and maintenance of high quality elder care facilities and senior citizen campuses in Palmer.

Objective H – Increase code enforcement efforts to ensure compliance with city standards and to protect the long-term stability of neighborhoods.

Goal 7 ... Provide the necessary public infrastructure to support and retain existing industrial uses and expand industrial development within the community to ensure that Palmer remains as the industrial leader of the Matanuska-Susitna Borough.

Objective A –Support private sector development of low cost, alternative or renewable energy and power generation, including energy and power distribution systems.

Objective B –Review and identify logistical, environmental and other beneficial resources in the Palmer area available to attract new technology industries.

Objective C – Review current infrastructure master plans to ensure they place a priority on maintaining low cost, effective municipal services.

Objective D – Promote vocational, technical and career training opportunities within the greater Palmer area to prepare residents for a global marketplace.

Objective E- Work to maintain and improve Palmer's quality of life (Continually enhance hiking and biking trails, parks, health care resources, downtown upgrades, etc.).

Goal 8 ... Develop and market the municipal airport to maximize its economic benefit to the community.

Objective A – Promote the Palmer Municipal Airport as a site for air taxis, aircraft maintenance and repair companies, flight schools, and aircraft rental and leasing businesses.

Objective B – Develop land for expansion of general aviation leases at the facility.

Objective C – Support development of five year master improvement plan as detailed in the most current Airport Master Plan.

Objective D - Convert the current City of Palmer sales tax charges on fuel sales to a flowage fee on fuel quantities.

Note: It is the intent of the City to operate the Airport in a balanced manner, and as an integrated function of the whole. Activities of the airport which generate revenue to the City are desirable, however, not at the risk of diminishing the quality of life for the residents of the City.

Support for All Goals

The City recognizes a solid foundation is required to foster economic development and has included the following action items in its Economic Development Strategy.

- A. Investigate specific tax incentives for new businesses that are consistent with one or more goals of the EDS and other favored attributes. Emphasis should be for investors who restore old buildings, erect landmarks and viewpoints at their establishments, or provide recreational services such as sightseeing and rides and other enterprises that would foster tourism and the other seven goals of the EDS.
- B. Identify and inventory currently City owned and private lots that already have utilities and access that could support certain goals.
- C. Pass new ordinances to effectively address junk accumulation on property and implement a City-wide Clean Up and Beautification Campaign.
- D. Pass new ordinances that address the disposition of dilapidated and unoccupied structures.
- E. Actively pursue infrastructure improvements and identify areas appropriate for expansion of commercial, industrial agricultural and recreational uses.

Appendixes A - D

Economic Development Strategy

Appendix A Palmer Fast Facts

Appendix B General Demographics

Appendix C Economic Statistics

Appendix D Agricultural Quick Stats

APPENDIX A

PALMER FAST FACTS

Palmer is located in the rapidly growing Matanuska-Susitna Borough in south central Alaska. In 1960, the Borough's population was slightly more than 5,000. By 2010, the population had grown to 89,737. During the same period, Palmer's population increased from 1,181 to 5,937.

PEOPLE (2010 U.S. Census)	
Borough Population	89,737
Palmer Population	5,937
Median age	30.01 – Palmer 35.01 – Borough
Population under 18	29.25% - Palmer
Population 65 +	9.6% - Palmer

MUNICIPAL LAND AREA	
Borough owned	237 acres
City owned	682 acres
Private ownership	2,348 acres
State owned	49 acres
University of Alaska	12 acres
Total Area in city limits	3,328 acres

In the early 1900's, agriculture and mining were the base of Palmer's economy. Currently, only 4% of Palmer's work force is employed in agriculture and mining. Palmer's economy is based on a diversity of retail and other services with 23% of the labor force involved in occupations related to sales, office, and service sectors while 26% is employed in education, health, and social services. An additional 25% are government workers. Self-employed workers make-up about 10%; many residents commute to Anchorage for employment. According to the Alaska Department of Labor in 2001, 47% of Matanuska-Susitna Borough workers commuted to work outside the Borough.

ECONOMICS	
Annual Sales Tax Revenue (2010)	\$4,946,081
Bed Tax Rate (Borough wide)	5%
Median Household Income (2010 Census)	\$62,006
Property Taxable Value (2010)	\$592,374,800
MUNICIPAL GOVERNMENT	
Classification	Home Rule
Educational Facilities	Matanuska-Susitna Borough School District Mat-Su College/UAA
Form of Government	Council-Manager
Property Tax Rate (2011)	3.0 mills – City

	9.956 mills – Borough area-wide
Year Incorporated	1951

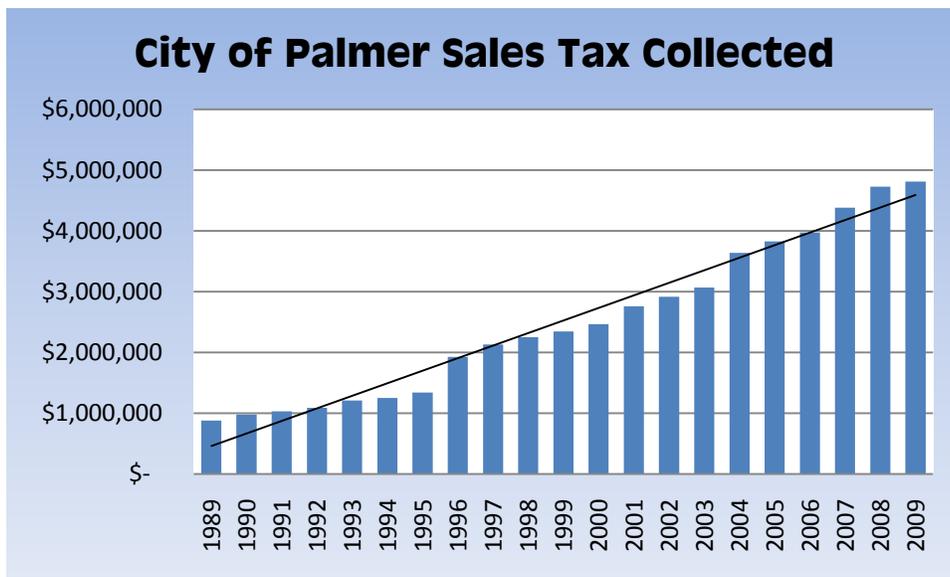
The City's 77 full time employees together with its part-time and temporary employees provide a high level of public services. Basic governmental services provided to local residents include community water, sewer and storm water management; land use and building regulation, fire, search and rescue, and police services. Community facilities operated by the City include the Palmer Library, Palmer Airport, the Palmer Depot Community Center and various parks and recreational sites including the Palmer Ice Arena.

SERVICES	
Ambulance	Borough EMS
Airport	City owned Run way length: 6009' 400,000 square feet aircraft parking
Fire/Rescue	Palmer Fire Service
Medical	Mat-Su Regional Medical Center
Police	Palmer Police Department 14 Officers including Chief 12 Dispatchers including Dispatch manager
Public Sewer System	City Serves: 1,455 Residential; 285 Commercial
Public Transportation	MASCOT operates area wide transit service
Public Water System	City Serves: 1,602 Residential; 306 Commercial 1,000,000 gallons of water pumped/day 420 fire hydrants maintained
Refuse Collection	City Serves: 799 Residential; 170 Commercial
Road Maintenance	78 lane miles 29 lane miles of Airport runway and taxiways

Palmer and the surrounding area offer a variety of housing styles and values, giving potential residents a range of housing choices. The majority of housing units in Palmer are single-family homes. A major component of the recent growth in Palmer and the surrounding area is the result of migration of families from Anchorage and from other parts of the state. Buyers get more housing value for their money in the Matanuska-

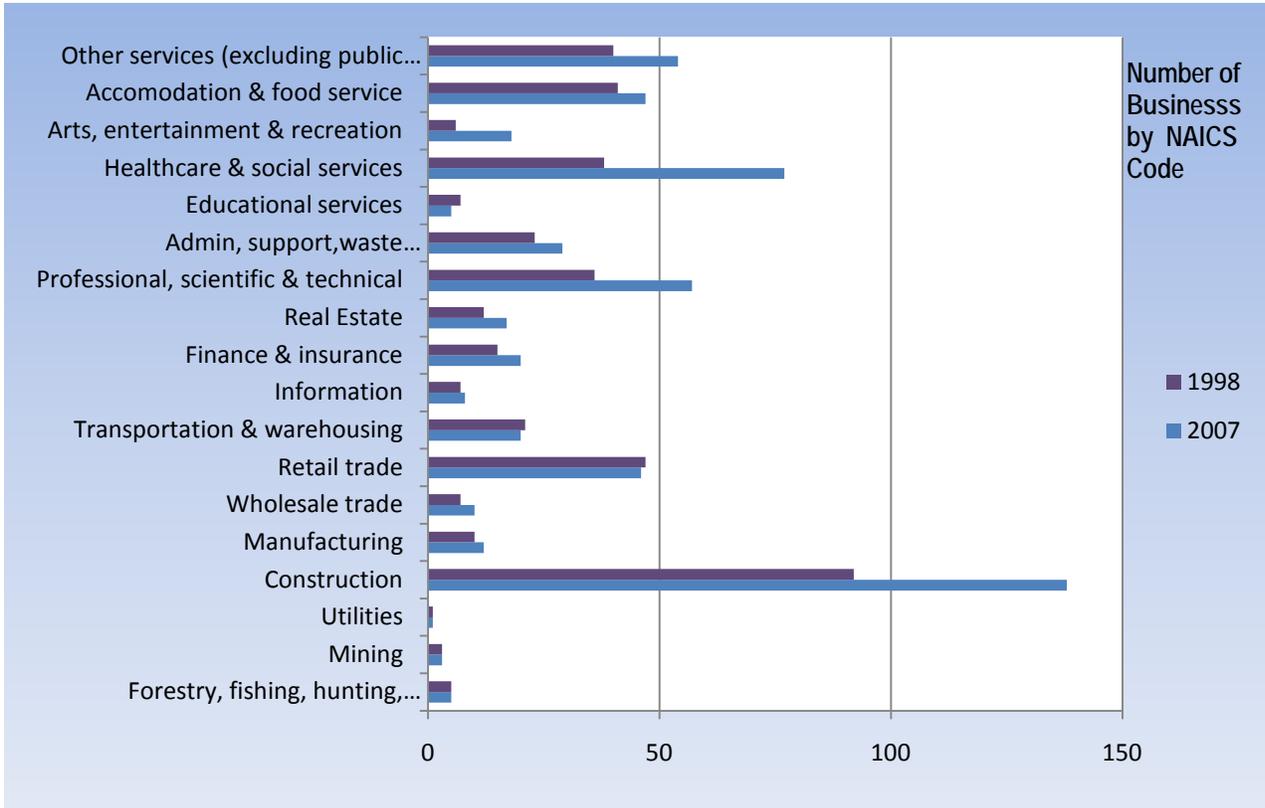
Susitna Borough and its communities than in Anchorage. The Mat-Su Multiple Listing Service estimates an average selling price of \$151,082 here compared to the \$221,148 average selling price cited by the Anchorage Multiple Listing Service. Between the year 2000 and 2008, the number of housing units in Palmer has increased by an estimated 32%.

HOUSING (2010 Census)	
No. Housing Units	2,281
No. Occupied Units	2,113
No. Owner Occupied Units	1,244
No. Renter Occupied	869
Seasonal, Rec., Occasional Units	15



Comparisons of Business Patterns by Zip Code 99645 (Palmer) 1998 – 2007

	2007	2005	2002	2000	1998
Number of Establishments	567	506	487	434	416
Paid Employees (1st Quarter)	4,151	4,085	3,322	3,119	2,849
1st Quarter Payroll in \$1,000	42,375	33,011	24,575	23,082	21,450
Annual payroll in \$1,000	184,328	154,566	119,382	109,720	99,429



APPENDIX B

GENERAL DEMOGRAPHICS AND SOCIAL CHARACTERISTICS

Source: US Census Bureau

General Demographic Characteristics: 2010 U.S. Census

Geographic Area: **Palmer city, Alaska**

Subject	2010 Census
Total population	5,937
SEX AND AGE	
Male	2,936
Female	3,001
Under 5 years	475
5 to 9 years	475
10 to 14 years	462
15 to 19 years	588
20 to 24 years	495
25 to 29 years	465
30 to 34 years	409
35 to 39 years	406
40 to 44 years	358
45 to 49 years	355
50 to 54 years	370
55 to 59 years	286
60 to 64 years	223
65 to 69 years	179
70 to 74 years	120
75 to 79 years	101
80 to 84 years	94
85 years and over	76
Median age (years)	30.1
16 years and over	4,429
Male	2,168
Female	2,261
21 years and over	3,797
62 years and over	703
65 years and over	570
Male	231
Female	339
RACE alone or in combination with one or more other races	
White	4,699
Black or African American	109
American Indian and Alaska Native	544
Asian	66
Native Hawaiian and Other Pacific Islander	21

Other	45
HISPANIC OR LATINO	
Total population	272
Mexican	272
Puerto Rican	176
Cuban	15
Other Hispanic or Latino	72
RELATIONSHIP	
Total population	5,937
In households	5,514
Householder	2,113
Spouse	932
Child	1,880
Own child under 18 years	1,534
Other relatives	236
Under 18 years	91
65 years and over	38
Nonrelatives	353
Under 18 years	57
65 years and over	13
Unmarried partner	155
In group quarters	423
Institutionalized population	155
Non-institutionalized population	268
HOUSEHOLDS BY TYPE	
Total households	2,113
Family households (families)	1,337
With own children under 18 years	782
Married-couple family	932
With own children under 18 years	507
Male householder, no wife present	105
With own children under 18 years	72
Female householder, no husband present	300
With own children under 18 years	203
Nonfamily households	776
Householder living alone	647
Householder 65 years and over	256
Households with individuals under 18 years	854
Households with individuals 65 years and over	468
Average household size	2.6
Average family size	3.3
HOUSING OCCUPANCY	
Total housing units	2,281
Occupied housing units	2,113
Vacant housing units	168
For seasonal, recreational, or occasional use	15
Homeowner vacancy rate (percent)	2.0
Rental vacancy rate (percent)	7.6

HOUSING TENURE	
Occupied housing units	2,281
Owner-occupied housing units	1,244
Renter-occupied housing units	869
Average household size of owner-occupied unit	2.8
Average household size of renter-occupied unit	2.3

(X) Not applicable

¹ Other Asian alone, or two or more Asian categories.

² Other Pacific Islander alone, or two or more Native Hawaiian and Other Pacific Islander categories.

³ In combination with one or more other races listed. The six numbers may add to more than the total population.

Profile of Selected Social Characteristics: 2000 U.S. Census

Geographic Area: **Palmer city, Alaska**

Subject	Number	Percent
SCHOOL ENROLLMENT		
Population 3 years and over enrolled in school	1,340	100.0
Nursery school, preschool	122	9.1
Kindergarten	50	3.7
Elementary school (grades 1-8)	690	51.5
High school (grades 9-12)	348	26.0
College or graduate school	130	9.7
EDUCATIONAL ATTAINMENT		
Population 25 years and over	2,503	100.0
Less than 9th grade	64	2.6
9th to 12th grade, no diploma	249	9.9
High school graduate (includes equivalency)	865	34.6
Some college, no degree	690	27.6
Associate degree	272	10.9
Bachelor's degree	203	8.1
Graduate or professional degree	160	6.4
Percent high school graduate or higher	87.5	(X)
Percent bachelor's degree or higher	14.5	(X)
MARITAL STATUS		
Population 15 years and over	3,366	100.0
Never married	1,024	30.4
Now married, except separated	1,662	49.4
Separated	72	2.1
Widowed	188	5.6
Female	143	4.2
Divorced	420	12.5
Female	255	7.6
GRANDPARENTS AS CAREGIVERS		
Grandparent living in household with one or more own grandchildren under 18 years	57	100.0
Grandparent responsible for grandchildren	27	47.4
VETERAN STATUS		
Civilian population 18 years and over	2,992	100.0
Civilian veterans	563	18.8
DISABILITY STATUS OF THE CIVILIAN NON INSTITUTIONALIZED POPULATION		

Subject	Number	Percent
Population 5 to 20 years	1,328	100.0
With a disability	158	11.9
Population 21 to 64 years	2,277	100.0
With a disability	443	19.5
Percent employed	53.5	(X)
No disability	1,834	80.5
Percent employed	78.5	(X)
Population 65 years and over	358	100.0
With a disability	175	48.9
RESIDENCE IN 1995		
Population 5 years and over	4,172	100.0
Same house in 1995	1,589	38.1
Different house in the U.S. in 1995	2,509	60.1
Same county	1,039	24.9
Different county	1,470	35.2
Same state	818	19.6
Different state	652	15.6
Elsewhere in 1995	74	1.8
NATIVITY AND PLACE OF BIRTH		
Total population	4,578	100.0
Native	4,389	95.9
Born in United States	4,324	94.5
State of residence	1,773	38.7
Different state	2,551	55.7
Born outside United States	65	1.4
Foreign born	189	4.1
Entered 1990 to March 2000	84	1.8
Naturalized citizen	59	1.3
Not a citizen	130	2.8
REGION OF BIRTH OF FOREIGN BORN		
Total (excluding born at sea)	189	100.0
Europe	85	45.0
Asia	32	16.9
Africa	0	0.0
Oceania	0	0.0
Latin America	55	29.1
Northern America	17	9.0
LANGUAGE SPOKEN AT HOME		
Population 5 years and over	4,172	100.0
English only	3,749	89.9
Language other than English	423	10.1
Speak English less than 'very well	109	2.6
Spanish	133	3.2
Speak English less than "very well"	37	0.9
Other Indo-European languages	188	4.5
Speak English less than "very well"	42	1.0
Asian and Pacific Island languages	28	0.7
Speak English less than "very well"	0	0.0
ANCESTRY (single or multiple)		
Total population	4,578	100.0
<i>Total ancestries reported</i>	4,880	106.6
Arab	7	0.2
Czech ¹	11	0.2
Danish	51	1.1
Dutch	63	1.4

Subject	Number	Percent
English	469	10.2
French (except Basque) ¹	180	3.9
French Canadian ¹	74	1.6
German	923	20.2
Greek	0	0.0
Hungarian	0	0.0
Irish ¹	512	11.2
Italian	178	3.9
Lithuanian	0	0.0
Norwegian	173	3.8
Polish	98	2.1
Portuguese	32	0.7
Russian	128	2.8
Scotch-Irish	46	1.0
Scottish	66	1.4
Slovak	0	0.0
Subsaharan African	0	0.0
Swedish	120	2.6
Swiss	28	0.6
Ukrainian	0	0.0
United States or American	380	8.3
Welsh	78	1.7
West Indian (excluding Hispanic groups)	0	0.0
Other ancestries	1,263	27.6

Profile of Selected Housing Characteristics: [2000 U.S. Census](#)

Geographic Area: **Palmer City, Alaska**

Subject	Number	Percent
Total housing units	1,593	100.0
UNITS IN STRUCTURE		
1-unit, detached	1,172	73.6
1-unit, attached	5	0.3
2 units	22	1.4
3 or 4 units	87	5.5
5 to 9 units	122	7.7
10 to 19 units	30	1.9
20 or more units	122	7.7
Mobile home	33	2.1
Boat, RV, van, etc.	0	0.0
YEAR STRUCTURE BUILT		
1999 to March 2000	64	4.0
1995 to 1998	320	20.1
1990 to 1994	135	8.5
1980 to 1989	373	23.4
1970 to 1979	375	23.5
1960 to 1969	96	6.0
1940 to 1959	189	11.9
1939 or earlier	41	2.6
ROOMS		
1 room	17	1.1
2 rooms	91	5.7
3 rooms	172	10.8
4 rooms	272	17.1
5 rooms	452	28.4
6 rooms	222	13.9
7 rooms	199	12.5

8 rooms	118	7.4
9 or more rooms	50	3.1
Median (rooms)	5.0	(X)
Occupied Housing Units	1,513	100.0
YEAR HOUSEHOLDER MOVED INTO UNIT		
1999 to March 2000	327	21.6
1995 to 1998	666	44.0
1990 to 1994	269	17.8
1980 to 1989	150	9.9
1970 to 1979	60	4.0
1969 or earlier	41	2.7
VEHICLES AVAILABLE		
None	75	5.0
1	575	38.0
2	624	41.2
3 or more	239	15.8
HOUSE HEATING FUEL		
Utility gas	1,279	84.5
Bottled, tank, or LP gas	8	0.5
Electricity	182	12.0
Fuel oil, kerosene, etc.	27	1.8
Coal or coke	0	0.0
Wood	5	0.3
Solar energy	0	0.0
Other fuel	6	0.4
No fuel used	6	0.4
SELECTED CHARACTERISTICS		
Lacking complete plumbing facilities	0	0.0
Lacking complete kitchen facilities	12	0.8
No telephone service	6	0.4
OCCUPANTS PER ROOM		
Occupied housing units	1,513	100.0
1.00 or less	1,423	94.1
1.01 to 1.50	65	4.3
1.51 or more	25	1.7
Specified owner-occupied units	892	100.0
VALUE		
Less than \$50,000	12	1.3
\$50,000 to \$99,999	416	46.6
\$100,000 to \$149,999	342	38.3
\$150,000 to \$199,999	116	13.0
\$200,000 to \$299,999	6	0.7
\$300,000 to \$499,999	0	0.0
\$500,000 to \$999,999	0	0.0
\$1,000,000 or more	0	0.0
Median (dollars)	102,600	(X)
MORTGAGE STATUS AND SELECTED MONTHLY OWNER COSTS		
With a mortgage	776	87.0
Less than \$300	0	0.0
\$300 to \$499	11	1.2
\$500 to \$699	75	8.4
\$700 to \$999	343	38.5
\$1,000 to \$1,499	271	30.4
\$1,500 to \$1,999	64	7.2
\$2,000 or more	12	1.3
Median (dollars)	969	(X)
Not mortgaged	116	13.0

Median (dollars)	315	(X)
SELECTED MONTHLY OWNER COSTS AS A PERCENTAGE OF HOUSEHOLD INCOME IN 1999		
Less than 15 percent	201	22.5
15 to 19 percent	127	14.2
20 to 24 percent	175	19.6
25 to 29 percent	63	7.1
30 to 34 percent	109	12.2
35 percent or more	201	22.5
Not computed	16	1.8
Specified renter-occupied units	534	100.0
GROSS RENT		
Less than \$200	13	2.4
\$200 to \$299	30	5.6
\$300 to \$499	110	20.6
\$500 to \$749	218	40.8
\$750 to \$999	76	14.2
\$1,000 to \$1,499	58	10.9
\$1,500 or more	6	1.1
No cash rent	23	4.3
Median (dollars)	623	(X)
GROSS RENT AS A PERCENTAGE OF HOUSEHOLD INCOME IN 1999		
Less than 15 percent	111	20.8
15 to 19 percent	36	6.7
20 to 24 percent	66	12.4
25 to 29 percent	50	9.4
30 to 34 percent	38	7.1
35 percent or more	203	38.0
Not computed	30	5.6

(X) Not applicable.

¹ The data represent a combination of two ancestries shown separately in Summary File 3. Czech includes Czechoslovakian. French includes Alsatian. French Canadian includes Acadian/Cajun. Irish includes Celtic.

[Ancestry Code List \(PDF 35KB\)](#)

[Place of Birth Code List \(PDF 74KB\)](#)

[Language Code List \(PDF 17KB\)](#)

Source: U.S. Census Bureau, Census 2000 Summary File 3,

APPENDIX C

GENERAL ECONOMIC INFORMATION

2010 Workers Characteristics for City of Palmer

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section

	2010
Residents age 16 and over	4,249
Residents employed	2,423
Female workers	1,212
Male workers	1,210
Workers age 45 and over	803
Workers age 50 and over	542
Total wages	\$78,968,227
Sector employed in	
Private	2,008
Local Government	247
State government	168
Peak quarterly employment	2,121
Workers employed all 4 quarters	1,608
New hires	900
Unemployment insurance claimants	560

2010 Top Occupations for City of Palmer

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section

Occupation	Number of Workers	Female	Male	Age 45 and over	Age 50 and over
Retail Salesperson	95	51	44	27	18
Cashiers	92	51	41	28	16
Combined Food Preparation and Serving Workers, Including Fast Food	66	45	21	4	1
Food Preparation	60	35	25	7	3
Personal Care Aids	51	43	8	21	19
Secondary School Teachers, except Special and Career/Technical Education	51	35	11	18	11
Office Clerks, General	47	36	11	18	11
Janitors and Cleaners, except Maids and Housekeeping Cleaners	36	14	22	10	7
Carpenters	34	0	34	11	7
Operating Engineers and other Construction Equipment Operators	34	4	29	14	8

Occupation	Number of Workers	Female	Male	Age 45 and over	Age 50 and over
Teachers and Instructors, All others	31	22	9	11	9
Registered Nurses	30	30	0	17	13
General and Operations Managers	29	3	16	11	8
Construction Laborers	28	5	23	9	5
Nursing Assistants	27	27	0	4	2
Correctional Officers and Jailers	27	6	21	7	4
Bookkeeping, Accounting, and Auditing Clerks	25	24	1	10	5
Receptionist and Information Clerks	24	24	0	4	2
Executive Secretaries and Executive Administrative Assistants	24	23	1	9	7
Electricians	24	0	24	7	4
Cooks, Restaurant	24	4	20	3	2
Dishwashers	23	5	18	0	0
Customer Service Representatives	22	18	4	9	5
First-Line Supervisors of Retail Sales Workers	22	9	13	8	4
Office and Administrative Support Workers, all others	21	15	6	6	4

2010 Top Ten Employers for City of Palmer

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section

1	State of Alaska (excludes U of A)
2	Matanuska-Susitna Borough School District
3	Fred Meyers Stores Inc
4	Wal-Mart Associates
5	MRD Inc (McDonalds)
6	Safeway Inc.
7	Palmer-Wasilla Health System LLC
8	Matanuska-Susitna Borough
9	Matanuska Telephone Association Inc
10	City of Palmer

2010 Workers by Industry for City of Palmer

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section

Industry	Number of Workers	Percent of total employed	Female	Male	Age 45 and over	Age 50 and over
Natural Resources and Mining	109	4.5	9	100	32	21

Industry	Number of Workers	Percent of total employed	Female	Male	Age 45 and over	Age 50 and over
Construction	218	9.0	31	186	72	48
Manufacturing	23	0.9	6	17	11	6
Trade, Transportation and Utilities	509	21.0	209	300	169	101
Information	85	3.5	41	44	32	19
Financial Activities	79	3.3	53	26	16	15
Professional and Business Services	213	8.8	91	122	71	45
Educational and Health Services	374	15.4	319	55	142	105
Leisure and Hospitality	310	12.8	170	140	45	32
State Government	168	6.9	86	82	64	45
Local Government	247	10.2	158	89	124	87
Other	84	3.5	38	45	25	18
Unknown	4	0.2	1	3	0	0

Profile of Selected Economic Characteristics: [2000 U.S. Census](#)

Source: U.S. Census 2000 Summary File 3 (SF 3) - Sample Data

Geographic Area: **Palmer City, Alaska**

Subject	Number	Percent
EMPLOYMENT STATUS		
Population 16 years and over	3,248	100.0
In labor force	2,090	64.3
Civilian labor force	2,039	62.8
Employed	1,818	56.0
Unemployed	221	6.8
Percent of civilian labor force	10.8	(X)
Armed Forces	51	1.6
Not in labor force	1,158	35.7
Females 16 years and over		
Females 16 years and over	1,633	100.0
In labor force	972	59.5
Civilian labor force	967	59.2
Employed	853	52.2
Own children under 6 years		
Own children under 6 years	417	100.0
All parents in family in labor force	220	52.8
COMMUTING TO WORK		
Workers 16 years and over	1,807	100.0
Car, truck, or van -- drove alone	1,209	66.9
Car, truck, or van -- carpooled	299	16.5
Public transportation (including taxicab)	53	2.9
Walked	91	5.0
Other means	55	3.0
Worked at home	100	5.5
Mean travel time to work (minutes)	39.3	(X)

Subject	Number	Percent
Employed civilian population 16 years and over	1,818	100.0
OCCUPATION		
Management, professional, and related occupations	546	30.0
Service occupations	424	23.3
Sales and office occupations	493	27.1
Farming, fishing, and forestry occupations	8	0.4
Construction, extraction, and maintenance occupations	189	10.4
Production, transportation, and material moving occupations	158	8.7
INDUSTRY		
Agriculture, forestry, fishing and hunting, and mining	70	3.9
Construction	116	6.4
Manufacturing	37	2.0
Wholesale trade	67	3.7
Retail trade	231	12.7
Transportation and warehousing, and utilities	118	6.5
Information	41	2.3
Finance, insurance, real estate, and rental and leasing	82	4.5
Professional, scientific, management, administrative, and waste management services	100	5.5
Educational, health and social services	465	25.6
Arts, entertainment, recreation, accommodation and food services	191	10.5
Other services (except public administration)	125	6.9
Public administration	175	9.6
CLASS OF WORKER		
Private wage and salary workers	1,183	65.1
Government workers	453	24.9
Self-employed workers in own not incorporated business	182	10.0
Unpaid family workers	0	0.0
INCOME IN 1999		
Households	1,508	100.0
Less than \$10,000	82	5.4
\$10,000 to \$14,999	51	3.4
\$15,000 to \$24,999	252	16.7
\$25,000 to \$34,999	213	14.1
\$35,000 to \$49,999	220	14.6
\$50,000 to \$74,999	429	28.4
\$75,000 to \$99,999	168	11.1
\$100,000 to \$149,999	81	5.4
\$150,000 to \$199,999	0	0.0
\$200,000 or more	12	0.8
Median household income (dollars)	45,571	(X)
With earnings	1,250	82.9
Mean earnings (dollars)	49,260	(X)
With Social Security income	285	18.9
Mean Social Security income (dollars)	11,543	(X)
With Supplemental Security Income	30	2.0
Mean Supplemental Security Income (dollars)	4,037	(X)
With public assistance income	114	7.6
Mean public assistance income (dollars)	4,839	(X)
With retirement income	227	15.1

Subject	Number	Percent
Mean retirement income (dollars)	14,904	(X)
Families	1,058	100.0
Less than \$10,000	32	3.0
\$10,000 to \$14,999	18	1.7
\$15,000 to \$24,999	154	14.6
\$25,000 to \$34,999	133	12.6
\$35,000 to \$49,999	159	15.0
\$50,000 to \$74,999	341	32.2
\$75,000 to \$99,999	145	13.7
\$100,000 to \$149,999	64	6.0
\$150,000 to \$199,999	0	0.0
\$200,000 or more	12	1.1
Median family income (dollars)	53,164	(X)
Per capita income (dollars)	17,203	(X)
Median earnings (dollars):		
Male full-time, year-round workers	44,716	(X)
Female full-time, year-round workers	25,221	(X)
POVERTY STATUS IN 1999 (below poverty level)		
Families	63	(X)
Percent below poverty level	(X)	6.0
With related children under 18 years	57	(X)
Percent below poverty level	(X)	8.0
With related children under 5 years	39	(X)
Percent below poverty level	(X)	15.2
Families with female householder, no husband present	39	(X)
Percent below poverty level	(X)	16.3
With related children under 18 years	39	(X)
Percent below poverty level	(X)	18.8
With related children under 5 years	26	(X)
Percent below poverty level	(X)	41.9
Individuals	552	(X)
Percent below poverty level	(X)	12.7
18 years and over	337	(X)
Percent below poverty level	(X)	11.7
65 years and over	15	(X)
Percent below poverty level	(X)	4.2
Related children under 18 years	180	(X)
Percent below poverty level	(X)	12.6
Related children 5 to 17 years	84	(X)
Percent below poverty level	(X)	7.9
Unrelated individuals 15 years and over	273	(X)
Percent below poverty level	(X)	30.1

(X) Not applicable.

[Detailed Occupation Code List \(PDF 42KB\)](#)

[Detailed Industry Code List \(PDF 44KB\)](#)

[User note on employment status data \(PDF 63KB\)](#)

Source: U.S. Census Bureau, Census 2000 Summary File 3, Matrices P30, P32, P33, P43, P46, P49, P50, P51, P52, P53, P58, P62, P63, P64, P65, P67, P71, P72, P73, P74, P76, P77, P82, P87, P90, PCT47, PCT52, and PCT53

Palmer City, AK

Selected Statistics from the 2007 U.S. Census Bureau Economic Census 2007 Economic Sectors

<u>2007 NAICS code and description</u>	<u>Number of establishments</u>	<u>Sales, shipments, receipts (\$1,000)</u>	<u>Annual payroll (\$1,000)</u>	<u>Number of employees</u>
44-45 Retail trade	36	140,302	15,273	533
51 Information	7	N	D	e
53 Real estate and rental and leasing	14	3,482	1,179	46
54 Professional, scientific, and technical services	46	39,965	14,020	231
56 Administrative and Support and Waste Mang and Remediation Srvs	23	8,960	2,680	78
61 Educational services	3	D	D	a
62 Health care and social assistance	69	138,636	53,144	876
71 Arts, entertainment, and recreation	15	7,577	2,541	109
72 Accommodation and food services	42	17,428	4,941	352
81 Other services (except public administration)	38	14,753	4,145	142

Source: U.S. Census Bureau, 2007 Economic Census

D: Withheld to avoid disclosing data for individual companies; data are included in higher level totals.

N: Not available or not comparable.

S: Withheld because estimate did not meet publication standards.

X: Not applicable

Additional symbols

Note: Economic Census data are released on a flow basis. Data may not yet have been released for some industries and geographies. See the [2007 Economic Census Release Schedule](#) for more information. For information on confidentiality protection, sampling error, nonsampling error, and definitions, see [Survey Methodology](#)

2007 U.S. Census Bureau Economic Census

Release Date: 7/20/2010

Sector 44: EC0744A1: Retail Trade: Geographic Area Series: Summary Statistics for the United States, 2007

These data are final; they supersede data released in earlier data files. Includes only establishments of firms with payroll. Data based on the 2007 Economic Census.

Geographic Area Name	<u>2007 NAICS code</u>	<u>Meaning of 2007 NAICS code</u>	<u>Number of establishments</u>	<u>Sales (\$1,000)</u>	<u>Annual payroll (\$1,000)</u>	<u>First-quarter payroll (\$1,000)</u>	<u>Number of paid employees for pay period including March 12</u>	<u>Sales, receipts, or revenue from administrative records (%)</u>	<u>Sales, receipts, or revenue estimated (%)</u>
<u>Palmer city, AK</u>	<u>44-45</u>	Retail trade	36	140,302	15,273	3,909	533	4.3	3.1
<u>Palmer city, AK</u>	<u>441</u>	Motor vehicle and parts dealers	6	<u>D</u>	<u>D</u>	<u>D</u>	<u>c</u>	<u>D</u>	<u>D</u>
<u>Palmer city, AK</u>	<u>4412</u>	Other motor vehicle dealers	2	<u>D</u>	<u>D</u>	<u>D</u>	<u>b</u>	<u>D</u>	<u>D</u>
<u>Palmer city, AK</u>	<u>44122</u>	Motorcycle, boat, and other motor vehicle dealers	2	<u>D</u>	<u>D</u>	<u>D</u>	<u>b</u>	<u>D</u>	<u>D</u>
<u>Palmer city, AK</u>	<u>441221</u>	Motorcycle, ATV, and personal watercraft dealers	2	<u>D</u>	<u>D</u>	<u>D</u>	<u>b</u>	<u>D</u>	<u>D</u>
<u>Palmer city, AK</u>	<u>442</u>	Furniture and home furnishings stores	3	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>
<u>Palmer city, AK</u>	<u>4422</u>	Home furnishings stores	2	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>
<u>Palmer city, AK</u>	<u>44221</u>	Floor covering stores	1	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>
<u>Palmer city, AK</u>	<u>442210</u>	Floor covering stores	1	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>

Geographic Area Name	<u>2007 NAICS code</u>	<u>Meaning of 2007 NAICS code</u>	<u>Number of establishments</u>	<u>Sales (\$1,000)</u>	<u>Annual payroll (\$1,000)</u>	<u>First-quarter payroll (\$1,000)</u>	<u>Number of paid employees for pay period including March 12</u>	<u>Sales, receipts, or revenue from administrative records (%)</u>	<u>Sales, receipts, or revenue estimated (%)</u>
<u>Palmer city, AK</u>	<u>444</u>	Building material and garden equipment and supplies dealers	7	5,620	1,138	327	31	19.3	42.4
<u>Palmer city, AK</u>	<u>445</u>	Food and beverage stores	5	<u>D</u>	<u>D</u>	<u>D</u>	<u>c</u>	<u>D</u>	<u>D</u>
<u>Palmer city, AK</u>	<u>4452</u>	Specialty food stores	1	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>
<u>Palmer city, AK</u>	<u>447</u>	Gasoline stations	4	15,204	482	113	23	0.0	2.3
<u>Palmer city, AK</u>	<u>4471</u>	Gasoline stations	4	15,204	482	113	23	0.0	2.3
<u>Palmer city, AK</u>	<u>44711</u>	Gasoline stations with convenience stores	4	15,204	482	113	23	0.0	2.3
<u>Palmer city, AK</u>	<u>447110</u>	Gasoline stations with convenience stores	4	15,204	482	113	23	0.0	2.3
<u>Palmer city, AK</u>	<u>448</u>	Clothing and clothing accessories stores	1	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>
<u>Palmer city, AK</u>	<u>451</u>	Sporting goods, hobby, book, and music stores	1	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>
<u>Palmer city, AK</u>	<u>452</u>	General merchandise stores	1	<u>D</u>	<u>D</u>	<u>D</u>	<u>c</u>	<u>D</u>	<u>D</u>
<u>Palmer city, AK</u>	<u>453</u>	Miscellaneous store retailers	6	<u>D</u>	<u>D</u>	<u>D</u>	<u>b</u>	<u>D</u>	<u>D</u>
<u>Palmer city, AK</u>	<u>4539</u>	Other miscellaneous store retailers	4	<u>D</u>	<u>D</u>	<u>D</u>	<u>b</u>	<u>D</u>	<u>D</u>
<u>Palmer city, AK</u>	<u>45391</u>	Pet and pet supplies stores	1	<u>D</u>	<u>D</u>	<u>D</u>	<u>b</u>	<u>D</u>	<u>D</u>
<u>Palmer city, AK</u>	<u>453910</u>	Pet and pet	1	<u>D</u>	<u>D</u>	<u>D</u>	<u>b</u>	<u>D</u>	<u>D</u>

Geographic Area Name	<u>2007 NAICS code</u>	<u>Meaning of 2007 NAICS code</u>	<u>Number of establishments</u>	<u>Sales (\$1,000)</u>	<u>Annual payroll (\$1,000)</u>	<u>First-quarter payroll (\$1,000)</u>	<u>Number of paid employees for pay period including March 12</u>	<u>Sales, receipts, or revenue from administrative records (%)</u>	<u>Sales, receipts, or revenue estimated (%)</u>
<u>AK</u>		supplies stores							
<u>Palmer city, AK</u>	<u>45392</u>	Art dealers	2	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>
<u>Palmer city, AK</u>	<u>453920</u>	Art dealers	2	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>
<u>Palmer city, AK</u>	<u>45399</u>	All other miscellaneous store retailers	1	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>
<u>Palmer city, AK</u>	<u>454</u>	Nonstore retailers	2	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>
<u>Palmer city, AK</u>	<u>4543</u>	Direct selling establishments	2	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>

Source: U.S. Census Bureau, 2007 Economic Census

APPENDIX D

AGRICULTURAL QUICK STATISTICS

Source:



Quick Stats - Crops

Source	Year	Frequency	Location	State	State Fips	Zip Code	Data Item	Value
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	BARLEY - OPERATIONS WITH AREA HARVESTED	4
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	BARLEY - OPERATIONS WITH AREA HARVESTED - WITH 1.0 TO 49.9 ACRES AREA HARVESTED	4
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	BERRY TOTALS - NUMBER OF OPERATIONS	6
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	CROP TOTALS - OPERATIONS WITH SALES	72
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	CROP TOTALS - OPERATIONS WITH SALES - WITH 250,000 \$ OR MORE SALES	5
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	CROP TOTALS - OPERATIONS WITH SALES - WITH 50,000 TO 249,999 \$ SALES	20
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	CROP TOTALS - OPERATIONS WITH SALES - WITH LESS THAN 50,000 \$ SALES	47
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	FIELD CROPS, OTHER, INCL HAY - OPERATIONS WITH SALES	35
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	FIELD CROPS, OTHER, INCL HAY - OPERATIONS WITH SALES - WITH 50,000 \$ OR MORE SALES	5
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	FORAGE, HAY & HAYLAGE - OPERATIONS WITH AREA HARVESTED	45
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	FORAGE, HAY & HAYLAGE - OPERATIONS WITH AREA HARVESTED - WITH 1.0 TO 49.9 ACRES AREA HARVESTED	20
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	FORAGE, HAY & HAYLAGE - OPERATIONS WITH AREA HARVESTED - WITH 250 ACRES OR MORE AREA HARVESTED	5
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	FORAGE, HAY & HAYLAGE - OPERATIONS WITH AREA HARVESTED - WITH 50 TO 249 ACRES AREA HARVESTED	20
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	FRUIT & TREE NUT TOTALS - OPERATIONS WITH SALES	10
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	GRAINS, OILSEEDS, DRY BEANS & DRY PEAS - OPERATIONS WITH SALES	3
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	HORTICULTURE TOTALS (EXCL CUT TREES & VEGETABLE SEEDS & TRANSPLANTS) - OPERATIONS WITH SALES	25
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	HORTICULTURE TOTALS (EXCL CUT TREES & VEGETABLE SEEDS & TRANSPLANTS) - OPERATIONS WITH SALES - WITH 50,000 \$ OR MORE SALES	7
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	OATS - OPERATIONS WITH AREA HARVESTED	1
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	ORCHARDS - NUMBER OF OPERATIONS	4

CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	ORCHARDS - NUMBER OF OPERATIONS - WITH 0.1 TO 14.9 ACRES TOTAL AREA	4
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	POTATOES - OPERATIONS WITH AREA HARVESTED	19
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	POTATOES - OPERATIONS WITH AREA HARVESTED - WITH 0.1 TO 14.9 ACRES AREA HARVESTED	13
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	POTATOES - OPERATIONS WITH AREA HARVESTED - WITH 100 ACRES OR MORE AREA HARVESTED	2
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	POTATOES - OPERATIONS WITH AREA HARVESTED - WITH 15.0 TO 99.9 ACRES AREA HARVESTED	4
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	VEGETABLE TOTALS, IN THE OPEN - OPERATIONS WITH AREA IN PRODUCTION	27
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	VEGETABLE TOTALS, IN THE OPEN - OPERATIONS WITH AREA IN PRODUCTION - WITH 0.1 TO 14.9 ACRES AREA IN PRODUCTION	18
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	VEGETABLE TOTALS, IN THE OPEN - OPERATIONS WITH AREA IN PRODUCTION - WITH 100 ACRES OR MORE AREA IN PRODUCTION	2
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	VEGETABLE TOTALS, IN THE OPEN - OPERATIONS WITH AREA IN PRODUCTION - WITH 15.0 TO 99.9 ACRES AREA IN PRODUCTION	7
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	VEGETABLE TOTALS, INCL SEEDS & TRANSPLANTS, IN THE OPEN - OPERATIONS WITH SALES	27
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	VEGETABLE TOTALS, INCL SEEDS & TRANSPLANTS, IN THE OPEN - OPERATIONS WITH SALES - WITH 50,000 \$ OR MORE SALES	12

Quick Stats - Agricultural Land

Source	Year	Frequency	Location	State	State Fips	Zip Code	Data Item	Value
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND (EXCL HARVESTED & PASTURED), ALL CROPS FAILED - NUMBER OF OPERATIONS	9
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND (EXCL HARVESTED & PASTURED), CULTIVATED SUMMER FALLOW - NUMBER OF OPERATIONS	14
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND (EXCL HARVESTED & PASTURED), IDLE - NUMBER OF OPERATIONS	18
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND, HARVESTED - NUMBER OF OPERATIONS	79
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND, HARVESTED - NUMBER OF OPERATIONS - WITH 1.0 TO 49.9 ACRES AREA HARVESTED	49
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND, HARVESTED - NUMBER OF OPERATIONS - WITH 50 TO 499 ACRES AREA HARVESTED	29
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND, HARVESTED - NUMBER OF OPERATIONS - WITH 500 ACRES OR MORE AREA HARVESTED	1
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND, PASTURED ONLY - NUMBER OF OPERATIONS	15
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, FARMSTEADS, BUILDINGS, ANIMAL FACILITIES, PONDS,	75

							ROADS, WASTELAND, ETC - NUMBER OF OPERATIONS	
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, PASTURELAND (EXCL CROPLAND & WOODLAND) - NUMBER OF OPERATIONS	33
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, PASTURELAND (EXCL CROPLAND & WOODLAND) - NUMBER OF OPERATIONS - WITH 100 ACRES OR MORE AREA	1
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, WOODLAND - NUMBER OF OPERATIONS	71



Quick Stats - Animals

Source	Year	Frequency	Location	State	State Fips	Zip Code	Data Item	Value
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND (EXCL HARVESTED & PASTURED), ALL CROPS FAILED - NUMBER OF OPERATIONS	9
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND (EXCL HARVESTED & PASTURED), CULTIVATED SUMMER FALLOW - NUMBER OF OPERATIONS	14
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND (EXCL HARVESTED & PASTURED), IDLE - NUMBER OF OPERATIONS	18
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND, HARVESTED - NUMBER OF OPERATIONS	79
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND, HARVESTED - NUMBER OF OPERATIONS - WITH 1.0 TO 49.9 ACRES AREA HARVESTED	49
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND, HARVESTED - NUMBER OF OPERATIONS - WITH 50 TO 499 ACRES AREA HARVESTED	29
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND, HARVESTED - NUMBER OF OPERATIONS - WITH 500 ACRES OR MORE AREA HARVESTED	1
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND, PASTURED ONLY - NUMBER OF OPERATIONS	15
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, FARMSTEADS, BUILDINGS, ANIMAL FACILITIES, PONDS, ROADS, WASTELAND, ETC - NUMBER OF OPERATIONS	75
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, PASTURELAND (EXCL CROPLAND & WOODLAND) - NUMBER OF OPERATIONS	33
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, PASTURELAND (EXCL CROPLAND & WOODLAND) - NUMBER OF OPERATIONS - WITH 100 ACRES OR MORE AREA	1
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, WOODLAND - NUMBER OF OPERATIONS	71



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To: Mayor Johnson and Palmer City Council Members
From: Sara Jansen, Special Assistant
Date: July 19, 2011
Re: Revised Preliminary Discussion Draft of the Economic Development Strategy
Dated May 2011

In October, 2010, the City Council reviewed a copy of the Economic Development Strategy (EDS) and voted to return the document to the Board of Economic Development for further refinement. The City hosted an Economic Development Forum on November 8, 2010 which was attended by approximately 65 individuals where the goals of the EDS were discussed.

The Board of Economic Development worked on the document from January through May, incorporating many of the comments and ideas heard at the forum. The objectives listed under the eight primary goals of the plan have been simplified with the intent of having defined, measurable objectives.

At the May 2, 2011 meeting, the Board voted unanimously to forward this new, revised version of the document to the City Council with a recommendation for approval.

CITY OF PALMER ACTION MEMORANDUM No. 10-075

SUBJECT: Approve the 2010 City of Palmer Economic Development Strategy

AGENDA OF: October 26, 2010

Council action:

June 14, agenda
Postponed to July 26

Postponed to September 20, 2011

glas B. Gr

The following motions were made and were carried unanimously.
 Primary Amendment #1:
 To approve the 2010 City of Palmer Preliminary Discussion Draft Economic Development Strategy
 Secondary Amendment #1:
 To change the name of the 2010 City of Palmer Economic Development Strategy to Preliminary Discussion Draft Economic Development Strategy
 Primary Amendment #2:
 To remove any type of reference to sub-committees and to direct the City Manager to "clean up" the recommendations of the goals listed on the green paper and to make the goals consistent throughout the document

Route To:	Department/Individual:		
X	Originator – City Manager		
X	City Clerk		
X	City Attorney		
	Director of Administration		
	Director of Community Development		
	Director of Community Services		
	Director of Public Safety		
	Director of Public Works		

Attachment(s): PMC 2.30.020 Board of Economic Development Duties
Economic Development Strategy Final Draft

Certification of Funds:

X	No fiscal impact.	
	Funds are budgeted from this account number:	
	Funds are not budgeted. Budget modification is required. Affected account number:	
Unrestricted/undesignated fund balance (after budget modification):		

Director of Administration Signature: 

Summary statement: The Board of Economic Development (Board) was established in 2008. The primary duty of the Board is to prepare an economic development plan which has now been completed. Palmer Municipal Code (PMC) 2.30.020 prescribes the format and general contents of the document. The Board agreed to name the document the Economic Development Strategy to convey an on-going process of development, rather than a static plan.

The document is largely based on the goals of the comprehensive plan. The Board met with the City Council on May 18 to review progress on the plan. The Council asked for an expanded

vision statement, more emphasis on housing and additional focus on industrial development. The Board re-worked the vision and the goals of the Strategy. The final draft of the document now has eight goals for economic development. They were broadly written to allow a variety of objectives and action plans to develop.

The original concept for developing the objectives was to establish sub-committees. However that has proved to be difficult to manage logistically. At the October 4 Board meeting, the members charted a new course. In order to gain public input an Economic Development Strategy Forum on Monday, November 8, from 5:30 to 8:30 at the Palmer Depot is being planned.

The concept is based on other successful City workshops. The public will be greeted at the door and asked to join a discussion at one of eight round tables hosted by a member of the Board of Economic Development. Each table will correspond with one of the Strategy's goals. A scribe will be at each position to track the conversation, and participants will be asked to fill out comment sheets either at the Forum, or mail them to the City. The form will also be available on the City's website. Each of the discussion leaders will be prepared with questions to spark conversation.

The purpose of the Forum will be to engage the public and determine community members that may wish to become further involved. At the December Board meeting, members will have a transcript of all the comments received and will be able to schedule meeting in 2011 to focus on each of the goals. Objectives and action plans will be developed by the entire board. Regular reports will be forwarded to the City Council through the minutes of each meeting and joint meetings throughout the year.

Administration recommendation: Adopt action memorandum no. 10-075.



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MEMORANDUM

To: Mayor Johnson and Palmer City Council
From: Sara Jansen *sj*
Date: May 31, 2011
Subject: Economic Development Strategy May 2011 Draft

In October 2010, the City Council reviewed a draft of the Economic Development Strategy (EDS) submitted by the Board of Economic Development (BED). The Council named the document the Preliminary Discussion Draft. Since last October, the BED hosted an Economic Development Forum in November attended by approximately 60 citizens and had a Joint Meeting with the BED on January 10, 2011. Additionally, the BED worked on the document over four months during their regular monthly meetings.

The resulting document incorporates changes from the Economic Development Forum and the Joint Meeting with Council. The Board Members worked hard to pare down the objectives of each of the eight goals to incorporate reasonable, attainable, actions. The goal is to have a document that will provide a blueprint for future action.

2.30.020 Duties.

The board shall:

- A. Prepare a city of Palmer economic development plan.
 1. The plan shall be updated bi-annually and submitted to the council for consideration.
 2. The economic development plan and strategy shall be consistent with the city council policies and the city's comprehensive plan.
 3. The major components of the plan are:
 - a. Factual data to assure that city residents understand the current development situation as a base upon which to make decisions;
 - b. Identification of community visions and potentials (such as resources or location) that can be the basis for economic development;
 - c. Establishment of goals and intermediate objectives to point the direction of development activities, and upon which to measure progress toward satisfying long-term goals;
 - d. A strategy for development – an implementation plan of activities necessary to accomplish the city's stated goals and objectives.
 4. The plan shall encourage activities that:
 - a. Provide long-term benefits, quality of life, increased efficiencies and economies in public service, and increased permanent private sector employment to the residents of the city by strengthening and diversifying the present economic bases and encouraging and supporting new activities;
 - b. Have positive effects on the revenue and fiscal conditions of the city and do not impose burdensome costs to the taxpayer in excess of their positive effects.
 5. The plan must recognize and support the city council's policy statement that government does not produce wealth but instead supports the private sector's efforts to advance and promote commerce.
- B. Provide for research, public input, collect, analyze and disseminate information to the city council to evaluate economic development opportunities and strategies.
- C. Identify impediments to economic development in the city of Palmer area imposed by all influences, such as government at all levels, and lack of transportation and energy systems necessary to support business and industry. (Ord. 08-004 § 3, 2008)



FINAL DRAFT

Presented to the Council October 2010. The Council changed the title and referred to the Board of Economic Development.

2010

City of Palmer

Economic Development Strategy

Discover Palmer: *Alaska at its Best*



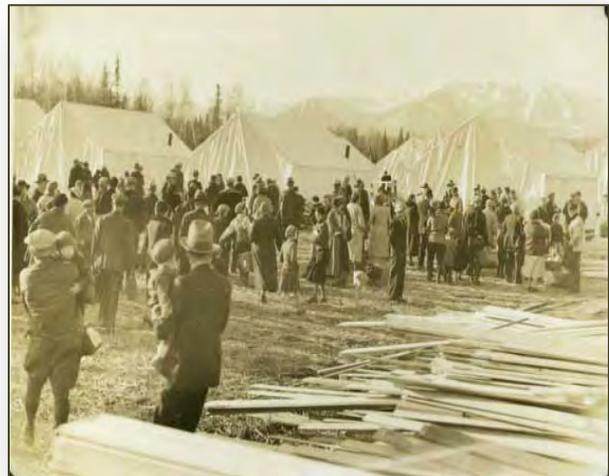
INTRODUCTION

The City of Palmer is a small community in Southcentral Alaska with a unique and interesting setting and history.

CITY HISTORY

The community of Palmer was first settled by gold miners who participated in the short-lived 1913 Nelchina Gold Rush. Upon returning from Nelchina a number of friends applied for homesteads and after proofing up on the property, they became farmers. John Bagge stands out as one of the most successful of the era.

In 1915, the government started construction of a railroad in to link the open sea port of Seward with the interior gold mines near Fairbanks. A number of new towns sprang up at construction sites along the line. To fuel trains and the new towns, a spur line was built to the Matanuska coal mines located in Sutton and Chickaloon. Palmer became a siding for trains running between Anchorage and the coal mines. The railroad enabled farmers to supply the ready market in Anchorage with their produce and prized strawberries. At the same time the railroad was under construction, an Agricultural Experiment Farm was built just north of the confluence of Matanuska River with Knik Arm. It became a vital link to farming in the Valleys.



In part because of the agricultural successes experienced by Matanuska farms and a promise of a bright agricultural future, during the Great Depression the Federal Emergency Relief Administration, under the direction of President Franklin Roosevelt established the Matanuska Colony. Two hundred and four families with over 500 children were selected from the impoverished Great Lakes states of Minnesota,

City of Palmer
Economic Development Strategy
Discover Palmer: Alaska at its Best

Michigan and Wisconsin. Considered hardy enough to thrive in Alaska, northern Great Lakes populations were generally of Finish, Norwegian and Swedish descent.

The Colonist's long journey to Alaska took them by train across the country to the Cities of Seattle and San Francisco where they boarded ships for Alaska. Their last leg of the journey was by train from Seward to their destination in the Matanuska Valley. Arriving in

May, they drew lots for individual 40-acre tracts. Spending their first summer and fall in tents they assisted in construction of their respective homes. The heart of the agricultural project was established in Palmer where a town square was built to accommodate the infrastructure for the fledgling new community. It was a planned and surveyed community with well-thought-out housing and public facilities. The Designer, David Williams separated the industrial complex from residential housing by designing community buildings surrounding a small park.

For the next thirty years Palmer thrived and grew as a prominent agricultural community supporting the gold mines of Hatcher Pass, the coal mines in the Matanuska Valley and the growing town of Anchorage and military bases established near Anchorage. The City of Palmer was incorporated in 1951. Once the town was incorporated it became the headquarters for the Valley hospital, telephone and electric utilities, the center for the school district and in 1964 the seat of government for the Matanuska-Susitna Borough. It was also a well-established community on the Glenn Highway that connected Anchorage with Fairbanks and the lower 48 states.

The City of Palmer's importance as an agricultural community started to decline in the late 1960s when the price of milk was cheaper to import from outside the state than it was to produce in-state. Other factors included the decline and closing of the gold mines in Hatcher Pass, the closure of the main Matanuska coal mine in 1968 and construction of the Parks Highway to Fairbanks. Paralleling the railroad to Fairbanks it

by-passed Palmer, an important stop along the Glenn Highway.



The Colony Project established long-term residents in Palmer, making it a less transient community than many Alaskan towns. Today the center of Palmer boasts its historic past by maintaining the nationally significant Matanuska Colony Project Historic District, listed in the National Register of Historic Places.

SETTING

Palmer is located 42 miles northeast of Anchorage on the Glenn Highway and is the gateway to Alaska's foremost recreation area with campgrounds, lakes and over 50 resorts—a fact long recognized

and little publicized by local Alaskans. On a typical weekend, Anchorage residents desert that bustling "metropolis" in droves to converge on the mountains, streams and lakes of the nearby Palmer-Wasilla-Big Lake area. Just outside Palmer, roadside attractions include the Knik Glacier, Matanuska Peak, Pioneer Peak, Hatcher Pass, Independence Mine and to the north the Matanuska Glacier, each of which offer several outdoor adventure opportunities.

CLIMATE

The presence of nearby Cook Inlet moderates both summer and winter temperatures. Summers are mild in the Matanuska Valley with long daylight hours and an average temperature of 60 degrees during the months of July and August. Winters are brisk, with moderate snowfall and an average temperature of 22 degrees in December and January. Rainfall averages 16.5 inches and the average snowfall is 57 inches. The amount of precipitation in Palmer is moderated by the surrounding mountains.

TOPOGRAPHY

Palmer is situated on a nearly level to rolling terrace of glacial deposits and bedrock. The glacial deposits will vary in depth. Unlike much of Southcentral Alaska, Palmer's gentle terrain and well-drained soils offer very few limitations for building. The deep deposits of gravel underlying the community provide ample storage area for ground water.

STATE ECONOMY

In Alaska, revenues from the oil industry are responsible for the majority of the state economy. State spending and municipal revenue sharing distribute oil revenues into local economies. Despite volatile oil prices over the past several years (generally ranging from \$30 to near \$147 per barrel, and noting an all-time low of below \$10 per barrel in 1986), the overall outlook is more optimistic than the US economy.

Although the economic future for the state is tied to oil, there is future potential in the sale of natural gas. Political determinations will shape the future of a natural gas pipeline. Natural gas may replace the loss from declining oil production on the North Slope and give a boost to the state economy. Healthcare is growing and related employment is experiencing a strong increase, especially in Mat-Su Borough communities with a growing population of senior citizens. The freight and transportation industry is experiencing growth, with major air freight carriers expanding their international hub in Anchorage. Fixed-base operators are considering Palmer as a potential home base.



LOCAL ECONOMY

The Matanuska Valley remains the state's leading agricultural area, accounting for over half of the state's agricultural production. The unique microclimate produces amazing giant vegetables, found on display annually at the home of the Alaska State Fair. Palmer agriculture today provides food to communities across the State of Alaska. The mission theme of agriculture in Palmer is to say, "We Feed Alaska".

Since the founding of the Colony, the local economy has evolved from its rural traditions into a retail and service based economy with primary local economic activity through retail, service, construction, professional and government offices. Palmer is the seat of the Matanuska Susitna Borough government. The borough spans 23,000 square miles, about the same size as West Virginia. Other government offices include the Alaska Service Center of the Department of Agriculture, Department of Motor Vehicles, the Alaska Job Corps Center, and the State and District Court System. Regional utility companies are also headquartered in Palmer. Palmer residents are employed in a variety of retail, professional services, city, borough, state, and federal occupations. Top employers are the Mat-Su Borough and School District, Mat-Su Regional Hospital, Carrs/Safeway and Fred Meyer. The city has a 3% local sales tax and a 3 mil real property tax. Low housing costs, the rural lifestyle, and proximity to Anchorage employment and services make the Palmer area desirable, and more people are steadily moving to the rural setting in and around Palmer.

In the future, revitalization of the downtown core area is expected to replace older commercial non-historic buildings, and beautification efforts are in place to provide

economic stimulus and to positively impact continued growth. Much renovation has already occurred, and market conditions are relatively steady. The pedestrian-friendly downtown is filled with shops and boutiques with books, arts and crafts, and offerings from local artists, businesses, services, and farmers. Palmer embodies the hometown flavor of small-town Alaska. Visitors and residents can walk, drive or and enjoy the summer flowers in bloom in the historic downtown center.

Positive trends of increasing population and employment are expected to increase and stabilize real estate prices for Palmer neighborhoods.

LOCAL EVENTS AND ATTRACTIONS

In the summer, residents and visitors play at the world-class 18-hole Palmer Golf Course, hike in the mountains, raft the rivers, visit



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glaciers, stroll through the gardens and Palmer Museum of Art and History, stop at the Visitors Center and enjoy outdoor music, food, farm and craft vendors at the Friday Fling market and come to the acclaimed Alaska State Fair.

The Alaska State Fair hosts nearly 300,000 visitors during the annual 12 day event. Top notch national talent is featured throughout the run of the Fair, and there are a multitude of different kinds of entertainers at several different venues around the 300 acre site. Beautiful showcase gardens attract visitors throughout the summer and compliment the world renowned giant vegetable competition which consistently sets world records. In addition to the Fair, the Fairgrounds host over 50 other public events throughout the year, making the site a magnet for economic activity.



Winter recreation also abounds in Palmer. The snowy slopes at nearby Hatcher Pass and surrounding areas offer snow machining, snow-shoeing, ice skating, dogsled mushing and cross country skiing. Competitive athletic events bring year-round visitors for activities including the Palmer Ice Arena, Mat-Su Miners Baseball Park and fields, fly-in golf opportunities, statewide basketball, football, soccer, cross-country and track events. The annual Colony Christmas celebration brings many winter and holiday visitors to the community, as does the Colony Days commemoration of the city's colorful history.

TRANSFORMATION

Today, Palmer is in the midst of a significant metamorphosis. The town has experienced a population surge as thousands of people are moving to the greater Palmer area to enjoy a relatively safe and pleasant quality of life. In less than 20 years, the heart of the Matanuska Valley has transformed from a quiet rural area to a rural bedroom community, and most recently, to an increasingly self-sufficient, commercial employment center.



The population growth in Palmer and the surrounding area has been significant and the City's population has increased an average of 3.3% since 2000, with approximately 5,500 residents currently residing in the 5.2 square mile city. Since 2000, over \$161,630,000 in new construction has occurred in the City. A substantial investment from public and private sectors continues to fuel growth. The city completed a major expansion of

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its water and sewer utilities to the new Mat-Su Regional Medical Center seven miles to the south at the juncture of the Glenn and Parks Highway. New water and sewer lines and improvement projects and plans for a new regional Wastewater Treatment Plant represent a substantial investment in the city's infrastructure, setting the foundation for future growth.

Palmer is home to several public and private schools, an active Chamber of Commerce and Downtown Merchants group, Palmer Arts Council, the Alaska State Fair, the Alaska Job Corps Center, and State Superior and District courts. City facilities include an airport, library, golf course, ice arena and numerous parks and ball fields. In the past year a Board of Economic Development was established by local citizens. These changes come with a unified vision both to retain the historic character of Palmer and to emerge as a new kind of community; to hold to the best of its historic character while embracing the need to grow responsibly and change to keep the small-town quality of life.

ECONOMIC DEVELOPMENT PROCESS FOR PALMER

This Economic Development Strategy represents an economic development vision and long term plan for the City of Palmer. The Goals, Objectives, Strategies and Action steps contained in the plan are the means to realizing this vision. From agriculture and tourism to technology and research, these strategies reflect the diversity of Palmer's economy.

As a foundation, the strategy herein refines a collective economic vision for the City of Palmer; input has been incorporated from multiple segments of the Palmer community. The forward process will include refinement of the components by the Board of Economic Development (BED), and the document will be presented in draft form to both the Palmer City Council and the Palmer Planning and Zoning Commission. Upon completion of the public process, the BED will finalize the proposed strategy and incorporate agreed changes for final presentation of the Palmer Economic Development Plan to the City Council for their approval.

An annual review of the plan will be conducted by the BED. This plan should be regularly referred to in the ongoing work of the Planning and Zoning Commission, by the City Council and other local and economic development organizations as they develop work plans and consider development projects. The plan should also be utilized for guidance in their respective community and economic development decision-making processes.

The State of Alaska will be provided a copy of the plan, to be considered a statement of support for community and economic development organizations at the City of Palmer.

MUNICIPAL AREAS OF RESPONSIBILITY

The City of Palmer Economic Development Strategy is based on five inter-related areas of municipal responsibility essential to supporting a high quality of life for its residents.

Quality of Life, at a personal level, means the degree of enjoyment and satisfaction experienced in everyday life, embracing health, personal relationships, quality of one's working life, social life and leisure time. At the community level, quality of life means a set of measurable socioeconomic indicators such as educational attainment, unemployment rate, crime rate and availability of housing and recreational opportunities.

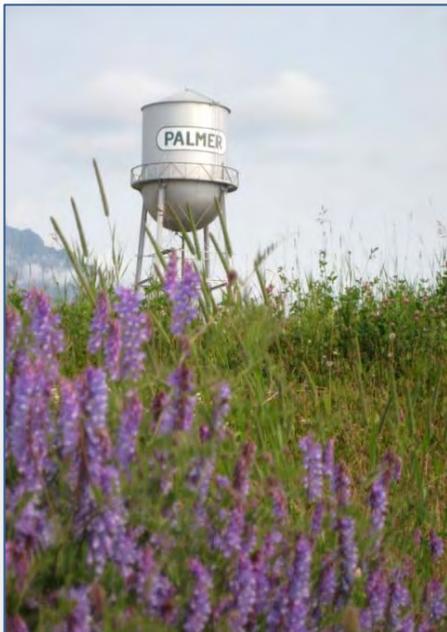


OUR VISION:

To promote and strengthen a vibrant economy where governmental and educational institutions, transportation and utility infrastructure, traditional and high-tech industry, tourism and shopping complement the cultural and historic charm of Palmer and celebrates its importance as the agricultural center of Alaska.

OUR MISSION:

To serve the people and businesses of Palmer and to represent their interests and aspirations



OUR COMMITMENT:

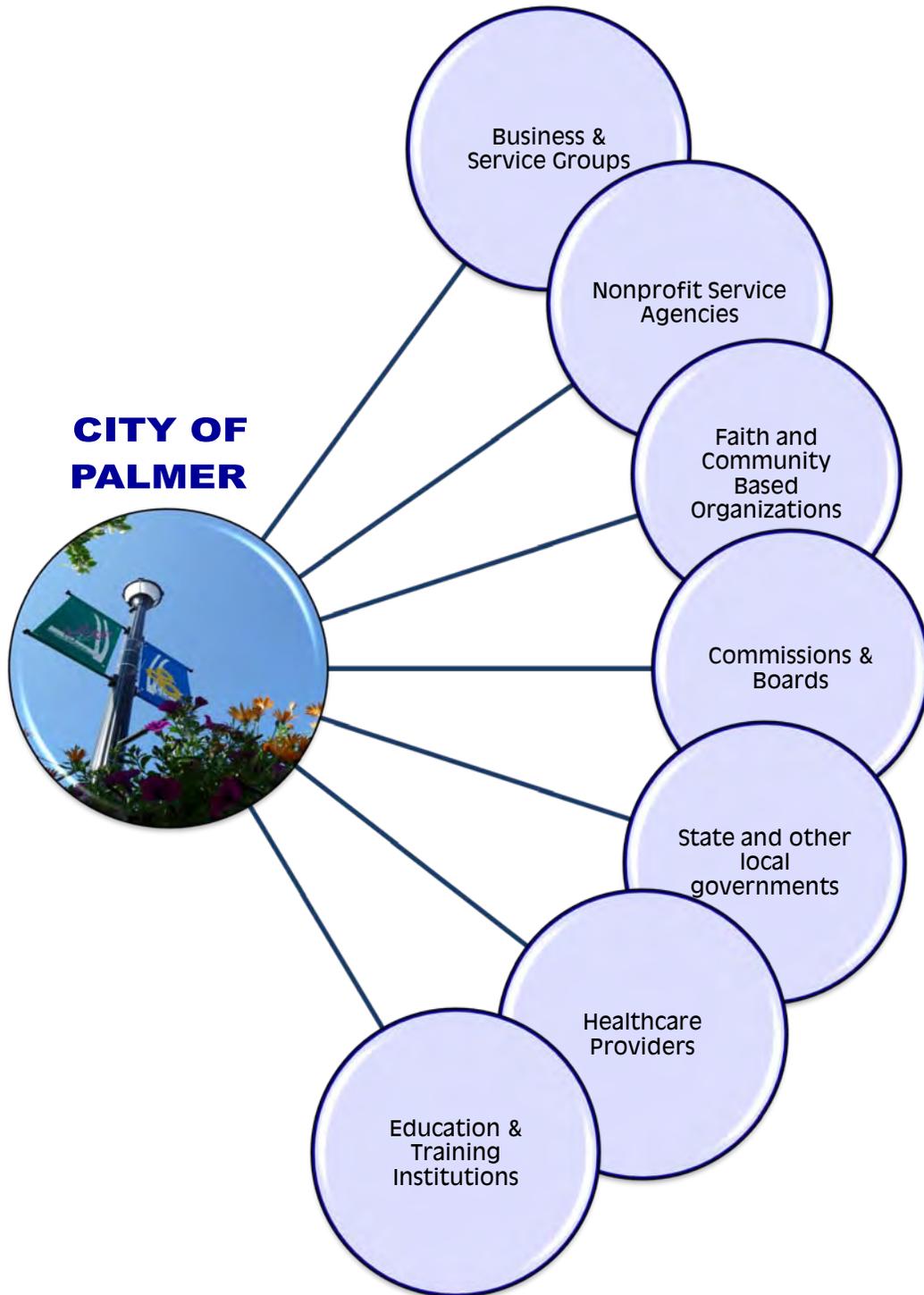
- To provide municipal services and facilities to sustain quality of life for existing and future residents
- To achieve excellence in the management of City resources
- To build positive and productive relationships within this community to facilitate community and social programs
- To sustain the quality of the physical environment for future generations
- To promote and facilitate economic activity for the benefit of our citizens

SPECIFIC PLAN GOALS

- Goal 1 ... Strengthen Palmer's competitiveness as the region's institutional center
- Goal 2 ... Encourage expansion of technology and research-related economic sectors and other well-paid professional jobs in the Palmer area
- Goal 3 ... Strengthen Palmer's role as a place to shop for residents of Palmer, residents of surrounding areas, and visitors
- Goal 4 ... Strengthen Palmer as a tourism destination and stopping point for travel through the southern Matanuska-Susitna area
- Goal 5 ... Support efforts to promote Palmer as a travel destination and place to live and do business
- Goal 6 ... Maintain high quality residential neighborhoods and promote a diverse range of quality housing from high density in or near downtown to single family housing which satisfies the needs of all sectors of the housing market
- Goal 7 ... Provide the necessary public infrastructure to support and facilitate the retention of existing industrial uses and the expansion of industrial development within the community to insure that Palmer remain as the industrial leader of the Matanuska-Susitna Borough
- Goal 8 ... Strengthen Palmer as a tourism destination and stopping point for travel through the southern Matanuska-Susitna area

PARTNERSHIPS AND COOPERATIVE ORGANIZATIONS

Other organizations serve the citizens of Palmer by working to bring about positive cooperation and partnership with these organizations.



Goal 1 ... Strengthen Palmer's competitiveness as the region's institutional center

Objective A - Maintain existing institutions and secure new institutions

1. Retain Borough headquarters in Palmer
2. Develop Palmer as the Mat-Su Borough's health care hub
3. Increase number of quality elder care facilities & senior citizen campuses in Palmer

Goal 2 ... Encourage expansion of technology and research-related economic sectors and other well-paid professional jobs in the Palmer area

Objective A - Work to maintain and improve Palmer's quality of life (trails, parks, health care, downtown, etc.)

1. Develop a plan to provide low cost, alternative or renewable energy, heat, and power generation, including the distribution systems in Palmer
2. Develop and maintain Palmer beautification efforts
3. Upgrade and expand City water and sewer lines to provide safe water to all residents within the Palmer Utility Service Area
4. Develop a plan for interconnected mass transit and para-transit systems to improve access to businesses

Objective B - Work with the University of Alaska and Alaska Pacific University to determine what new programs might be developed in the Palmer area, and how the City might help these institutions to expand in the community

1. Conduct an annual conference on small business development in Palmer
2. Enter discussions with major research or technology firms
3. Invest in communications and energy infrastructure to develop Palmer as a communication and technology center
4. Develop a plan to accelerate technology integration in the community
5. Identify and support development of commercial infrastructure that would facilitate technology transfer
6. Support public and private research organizations that can utilize the Palmer area environment for research and product development
7. Develop research infrastructure to attract private industry to Palmer
8. Support the expansion and enhancement of the Mat-Su College, encouraging funding at levels to allow growth, promote excellence, increase maintenance funding, and the addition of new programs; support programmatic and institutional accreditation

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Objective C - Work with the Chamber to market the community to desired businesses, including high tech and research-based businesses, and well paid professional businesses such as law, medicine and veterinary science

1. Identify and promote logistical, environmental and other beneficial resources of the Palmer area to attract new technology industries

Objective D - Develop Palmer as a vocational and career center for Southcentral Alaska

1. Identify and support development of commercial infrastructure that would facilitate technology transfer

Objective E - Market the Municipal Airport to maximize its impact on the Palmer economy

1. Develop outreach program to encourage air carriers to use the Palmer Airport as an Alaska maintenance hub

Goal 3 ... Strengthen Palmer's role as a place to shop for residents of Palmer, residents of surrounding areas, and visitors

Objective A - Provide space for commercial expansion; set high standards to ensure quality development

1. Research to provide space for commercial development and make downtown Palmer a more competitive retail destination
2. Promote community access to venture capital
3. Develop public and private capital to expand Palmer businesses
4. Develop and utilize economic incentive tools

Objective B – Make downtown a more competitive retail destination

1. Develop a strategy to increase number and range of downtown shops and restaurants

Goal 4 ... Strengthen Palmer as a tourism destination and stopping point for travel through the southern Matanuska-Susitna area

Objective A – Preserve, improve and celebrate Palmer's historic character; develop design guidelines for the historic district and explore designation of Palmer as a National Heritage Area

1. Support activities that enhance the visitor industry in Palmer
2. Support the continued investment to promote the local visitor industry

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Objective B – Support efforts to improve community attractions, including cultural facilities, trails and access to open space. Improve linkages between attractions

1. Develop the Palmer Community and Conference Center
2. Complete Palmer Urban Revitalization Plan projects including a greenway trail along the rail corridor and depot improvements
3. Improve sidewalks; better linkages between different Palmer attractions
4. Develop a multi-use system of trails in Palmer interconnecting with City sidewalks and other trail systems in the Borough
5. Improve opportunities to experience of farming life and history, such as more downtown gardens and restorations to the original downtown park “quad”

Objective C – Build on the success of existing community events, including the Alaska State Fair

1. Improve physical linkages, including the proposed Downtown Revitalization Trail and bike path between downtown and the Fairgrounds
2. Find ways to better extend the activities (and spending) of fair time residents into local businesses
3. Work with State fair to continue to expand infrastructure/utilities and facilities on the Fairgrounds to be used year round
4. Explore options for participating with the Fair organization to preserve agricultural lands, and provide visitors a chance to better understand rural traditions, e.g., through tours of demonstration farms, and/or original pioneer farm homes
5. Expand scope of the Friday fling, to attract more visitors to downtown
6. As part of the Friday Fling or separately, establish the best Farmer’s Market in Alaska

Goal 5 ... Support efforts to promote Palmer as a travel destination and place to live and do business

Objective A - Collaborate with Chamber and other organizations to actively promote Palmer

1. Apply for a National Scenic Byways and all-American Roads grant to implement a wayfinding program for Palmer

Objective B – Support efforts to attract more team sports activities, sporting events and outdoor activities in and around Palmer

1. Increase availability and access to year-round recreational opportunities and open space for all residents
2. Work with community to host scholastic and athletic competition at all levels

Objective C – Support efforts to sell Palmer's agricultural products both statewide and locally

1. Develop a media campaign to promote sales of Palmer agricultural products and expand local grower markets

Objective D – Support continued efforts of the University of Alaska and Alaska Pacific University in agricultural research in Palmer area

1. Advocate and support state and federal research to develop more profitable crops and manage invasive species for the greater Palmer area

Goal 6 ... Maintain high quality residential neighborhoods and promote a diverse range of quality housing from high density in or near downtown to single family housing which satisfies the needs of all sectors of the housing market

Objective A – Promote a diverse range of quality housing, from attractive higher density housing in or near downtown, to outlying housing in more rural settings.

1. Rural residential – a new zoning district to be used as City boundaries grow. To be applied in areas of very low density residential use, where rural standards for development and for services and facilities are appropriate.

Objective B – Provide areas for single family housing appealing to the upper end of the housing market.

1. Develop "open space/clustered housing subdivision" standards to encourage new subdivisions to cluster development and provide open space, trails, storm water management and other community amenities.
2. Provide for a range of housing types and densities to create attractive and functional neighborhoods

Objective C – Encourage infill and higher density housing in and around downtown. Prepare new zoning standards and design guidelines to ensure higher density housing is high quality, to benefit the resident and the community.

Objective D – Encourage rehabilitation of older residential structures.

Objective E – Establish, improve and maintain city-wide parks and recreation facilities and programs.

1. Develop neighborhood parks to serve existing residential areas

Objective F – Ensure that the location of housing offers residents adequate access to transportation, employment, services and to social and support networks.

Objective G – Promote continued development and maintenance of high quality elder care facilities and senior citizen campuses in Palmer

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Objective H – Increase code enforcement efforts to ensure compliance with city standards and to protect the long-term stability of neighborhoods.

Goal 7 ... Provide the necessary public infrastructure to support and facilitate the retention of existing industrial uses and the expansion of industrial development within the community to ensure that Palmer remains as the industrial leader of the Matanuska-Susitna Borough

Objective A – Work with private sector to develop low cost, alternative or renewable energy and power generation, including energy and power distribution systems.

Objective B – Identify and promote logistical, environmental and other beneficial resources of the Palmer area to attract new technology industries.

Objective C – Ensure Palmer infrastructure master plans place a priority on maintaining competitively low cost, effective municipal services.

1. Infrastructure master plans should include area-wide waste management, cost-effective recycling center programs, and safe handling and disposal of waste and hazardous materials

Objective D – Promote vocational, technical and career training opportunities within the greater Palmer area to prepare residents for a global marketplace

1. Promote continued program development and intern employment of students from Job Corps

Goal 8 ... Develop and market the municipal airport to maximize its impact on the Palmer economy

Objective A – Promote the Palmer Municipal Airport as a site for air taxis, aircraft maintenance and repair companies, flight schools, and aircraft rental and leasing businesses

Objective B – Develop land for expansion of general aviation leases at the facility

Objective C – Support development of five year master improvement plan as detailed in the Airport Master Plan, October 2009

Note: It is the intent of the City to operate the Airport in a balanced manner, and as an integrated function of the whole. Activities of the airport which generate revenue to the City are desirable, however, not at the risk of diminishing the quality of life for the residents of the City.

APPENDIX A

Strategic Implementation Plan

The Economic Development Strategy (EDS) is implemented through sub-committees which develop action plans based on the eight goals contained in the plan. Members of the sub-committees are approved by the City Council, with one of the Board of Economic Development members serving as the lead. It is the lead's responsibility to report back to the full Board on a monthly basis. There are two exceptions to this practice.

Goal Four (4) of the EDS is to Strengthen Palmer as a tourism destination and stopping point for travel through the southern Matanuska-Susitna. The Greater Palmer Chamber of Commerce has an established Tourism Committee. Rather than duplicate efforts, the objectives of goal four are worked through the Chamber's committee. A member of the Board of Economic Development represents the City on the Chamber's tourism committee and gives monthly reports on the Chamber committees activity the BED.

Goal Eight (8) is to develop and market the municipal airport to maximize its impact on the Palmer economy. The City has a formal Airport Advisory Commission which already addresses some of the objectives of this goal. Therefore, the Airport Advisory Commission serves as the sub-committee for this topic. A commissioner serves as the lead for the commission's work on the objectives of the EDS.

APPENDIX B

PALMER FAST FACTS

Palmer is located in the rapidly growing Matanuska-Susitna Borough in south central Alaska. In 1960, the Borough's population was slightly more than 5,000. By 2000, the population had grown ten-fold to 59,322. During the same period Palmer's population tripled from 1,181 to 4,533. From 2000 to 2007, the Alaska Department of Commerce estimates Palmer's population increased by 22% from 4,533 to 5,532.

PEOPLE	
Borough Population (est. 2009)	84,314
Palmer Population (est. 2009)	5,532
Median age (2000 Census)	28.8 – Palmer 34.1 – Borough 32.4 – Alaska
Population under 18 (2000 Census)	33.6% - Palmer
Population 65 + (2000 Census)	9.1% - Palmer

MUNICIPAL LAND AREA	
Borough owned	237 acres
City owned	682 acres
Private ownership	2,348 acres
State owned	49 acres
University of Alaska	12 acres
Total Area in city limits	3,328 acres

In the early 1900's, agriculture and mining were the base of Palmer's economy. Currently, only 4% of Palmer's work force is employed in agriculture and mining. Palmer's economy is based on a diversity of retail and other services with 23% of the labor force involved in occupations related to sales, office, and service sectors while 26% is employed in education, health, and social services. An additional 25% are government workers. Self-employed workers make-up about 10%; many residents commute to Anchorage for employment. According to the Alaska Department of Labor in 2001, 47% of Matanuska-Susitna Borough workers commuted to work outside the Borough.

ECONOMICS	
Annual Sales Tax Revenue (2009)	\$4,897,276
Bed Tax Rate (Borough wide)	5%
Median Family Income (2000 Census)	\$53,164
Property Taxable Value (2009)	\$4,946,081
No. Business Licenses (2009)	1,490

MUNICIPAL GOVERNMENT	
Classification	Home Rule
Educational Facilities	Matanuska-Susitna Borough School District Mat-Su College/UAA
Form of Government	Council-Manager
Property Tax Rate (2010)	3.0 mills – City 9.980 mills – Borough areawide
Year Incorporated	1951

The City's 77 full time employees together with its part-time and temporary employees provide a high level of public services. Basic governmental services provided to local residents include community water, sewer and storm water management; land use and building regulation, fire, search and rescue, and police services. Community facilities operated

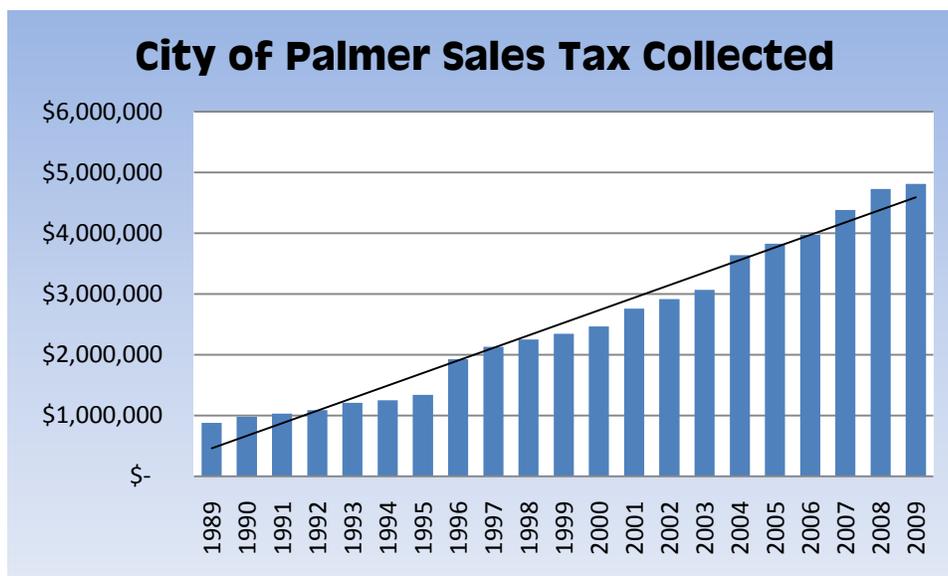
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by the City include the Palmer Library, Palmer Airport, the Palmer Depot Community Center and various parks and recreational sites including the Palmer Ice Arena.

SERVICES	
Ambulance	Borough EMS
Airport	City owned Run way length: 6009' 400,000 square feet aircraft parking
Fire/Rescue	Palmer Fire Service
Medical	Mat-Su Regional Medical Center
Police	Palmer Police Department 14 Officers including Chief 12 Dispatchers including Dispatch manager
Public Sewer System	City Serves: 1,455 Residential; 285 Commercial
Public Transportation	MASCOT operates area wide transit service
Public Water System	City Serves: 1,602 Residential; 306 Commercial 1,000,000 gallons of water pumped/day 420 fire hydrants maintained
Refuse Collection	City Serves: 799 Residential; 170 Commercial
Road Maintenance	78 lane miles 29 lane miles of Airport runway and taxiways

Palmer and the surrounding area offer a variety of housing styles and values, giving potential residents a range of housing choices. The majority of housing units in Palmer are single-family homes. A major component of the recent growth in Palmer and the surrounding area is the result of migration of families from Anchorage and from other parts of the state. Buyers get more housing value for their money in the Matanuska-Susitna Borough and its communities than in Anchorage. The Mat-Su Multiple Listing Service estimates an average selling price of \$151,082 here compared to the \$221,148 average selling price cited by the Anchorage Multiple Listing Service. Between the year 2000 and 2008, the number of housing units in Palmer has increased by an estimated 32%.

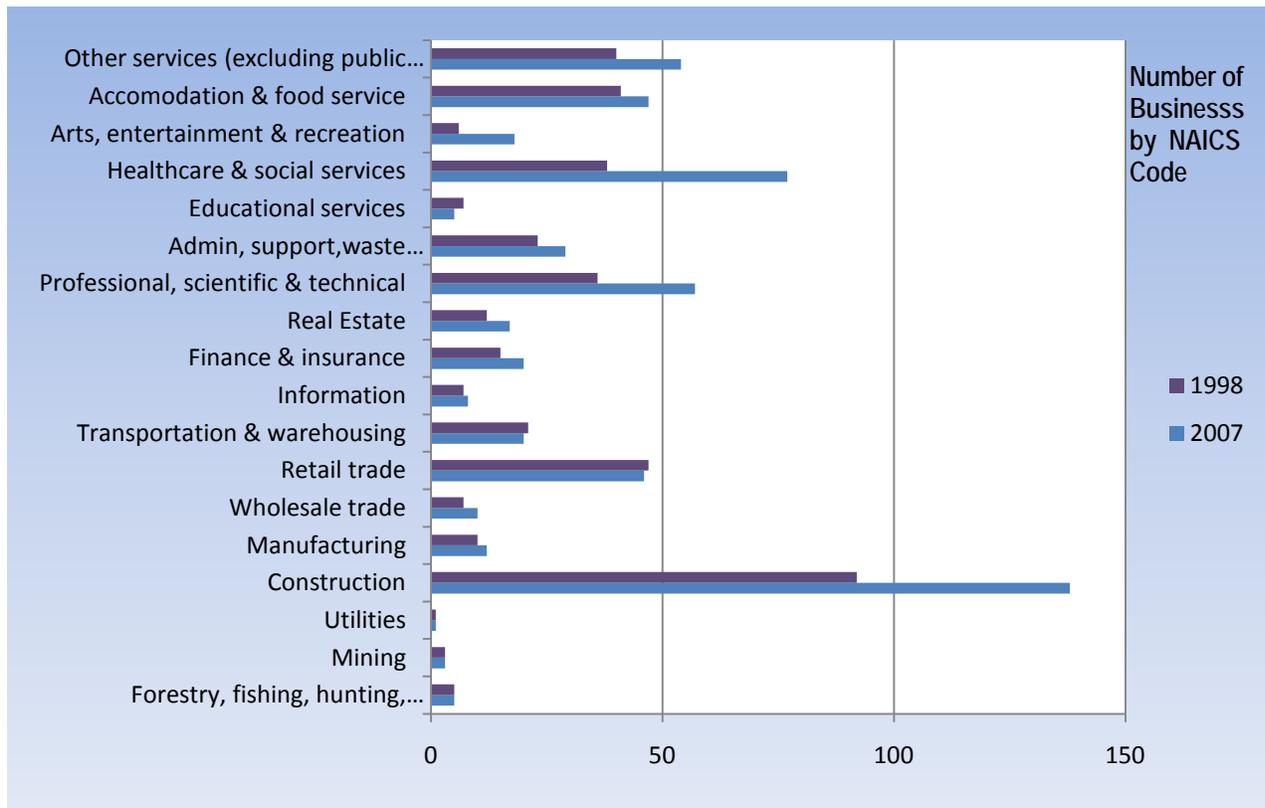
HOUSING (2000 Census)	
No. Housing Units *	1,555
No. Occupied Units	1,472
No. Owner Occupied Units	949 64.5%
No. Renter Occupied	523 35.5%
No. Vacant Units	140
Seasonal, Rec., Occasional Units	34
* 2009 Estimated No. Housing Units	2,069 Based on Building Permits issued



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**Comparisons of Business Patterns
 by Zip Code 99645 (Palmer) 1998 – 2007**

	2007	2005	2002	2000	1998
Number of Establishments	567	506	487	434	416
Paid Employees (1st Quarter)	4,151	4,085	3,322	3,119	2,849
1st Quarter Payroll in \$1,000	42,375	33,011	24,575	23,082	21,450
Annual payroll in \$1,000	184,328	154,566	119,382	109,720	99,429



APPENDIX C

GENERAL DEMOGRAPHICS AND SOCIAL CHARACTERISTICS

Source: US Census Bureau

DP-1. Profile of General Demographic Characteristics: 2000

Geographic Area: **Palmer city, Alaska**

NOTE: For information on confidentiality protection, nonsampling error, definitions, and count corrections see <http://factfinder.census.gov/home/en/datanotes/expsf1u.htm>.

Subject	Number	Percent
Total population	4,533	100.0
SEX AND AGE		
Male	2,245	49.5
Female	2,288	50.5
Under 5 years	386	8.5
5 to 9 years	403	8.9
10 to 14 years	438	9.7
15 to 19 years	488	10.8
20 to 24 years	343	7.6
25 to 34 years	632	13.9
35 to 44 years	670	14.8
45 to 54 years	533	11.8
55 to 59 years	147	3.2
60 to 64 years	81	1.8
65 to 74 years	194	4.3
75 to 84 years	155	3.4
85 years and over	63	1.4
Median age (years)	28.8	(X)
18 years and over	3,008	66.4
Male	1,454	32.1
Female	1,554	34.3
21 years and over	2,723	60.1
62 years and over	463	10.2
65 years and over	412	9.1
Male	159	3.5
Female	253	5.6
RACE		
One race	4,248	93.7
White	3,669	80.9
Black or African American	93	2.1
American Indian and Alaska Native	371	8.2
Asian	48	1.1
Asian Indian	3	0.1

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Subject	Number	Percent
Chinese	2	0.0
Filipino	32	0.7
Japanese	5	0.1
Korean	2	0.0
Vietnamese	1	0.0
Other Asian ¹	3	0.1
Native Hawaiian and Other Pacific Islander	15	0.3
Native Hawaiian	9	0.2
Guamanian or Chamorro	0	0.0
Samoan	4	0.1
Other Pacific Islander ²	2	0.0
Some other race	52	1.1
Two or more races	285	6.3
Race alone or in combination with one or more other races ³		
White	3,935	86.8
Black or African American	127	2.8
American Indian and Alaska Native	565	12.5
Asian	85	1.9
Native Hawaiian and Other Pacific Islander	27	0.6
Some other race	103	2.3
HISPANIC OR LATINO AND RACE		
Total population	4,533	100.0
Hispanic or Latino (of any race)	159	3.5
Mexican	89	2.0
Puerto Rican	10	0.2
Cuban	3	0.1
Other Hispanic or Latino	57	1.3
Not Hispanic or Latino	4,374	96.5
White alone	3,595	79.3
RELATIONSHIP		
Total population	4,533	100.0
In households	4,142	91.4
Householder	1,472	32.5
Spouse	741	16.3
Child	1,576	34.8
Own child under 18 years	1,381	30.5
Other relatives	111	2.4
Under 18 years	38	0.8
Nonrelatives	242	5.3
Unmarried partner	101	2.2
In group quarters	391	8.6
Institutionalized population	192	4.2
Noninstitutionalized population	199	4.4
HOUSEHOLDS BY TYPE		
Total households	1,472	100.0
Family households (families)	1,058	71.9
With own children under 18 years	698	47.4
Married-couple family	741	50.3
With own children under 18 years	454	30.8
Female householder, no husband present	244	16.6
With own children under 18 years	185	12.6

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Subject	Number	Percent
Nonfamily households	414	28.1
Householder living alone	339	23.0
Householder 65 years and over	110	7.5
Households with individuals under 18 years	732	49.7
Households with individuals 65 years and over	253	17.2
Average household size	2.81	(X)
Average family size	3.29	(X)
HOUSING OCCUPANCY		
Total housing units	1,555	100.0
Occupied housing units	1,472	94.7
Vacant housing units	83	5.3
For seasonal, recreational, or occasional use	5	0.3
Homeowner vacancy rate (percent)	2.2	(X)
Rental vacancy rate (percent)	6.3	(X)
HOUSING TENURE		
Occupied housing units	1,472	100.0
Owner-occupied housing units	949	64.5
Renter-occupied housing units	523	35.5
Average household size of owner-occupied unit	3.01	(X)
Average household size of renter-occupied unit	2.45	(X)

(X) Not applicable

¹ Other Asian alone, or two or more Asian categories.

² Other Pacific Islander alone, or two or more Native Hawaiian and Other Pacific Islander categories.

³ In combination with one or more other races listed. The six numbers may add to more than the total population and the six percentages may add to

more than 100 percent because individuals may report more than one race.

Source: U.S. Census Bureau, Census 2000 Summary File 1,

DP-2. Profile of Selected Social Characteristics: 2000

Geographic Area: **Palmer city, Alaska**

NOTE: Data based on a sample except in P3, P4, H3, and H4. For information on confidentiality protection, sampling error, nonsampling error, definitions, and count corrections see <http://factfinder.census.gov/home/en/datanotes/expsf3.htm>.

Subject	Number	Percent
SCHOOL ENROLLMENT		
Population 3 years and over enrolled in school	1,340	100.0
Nursery school, preschool	122	9.1
Kindergarten	50	3.7
Elementary school (grades 1-8)	690	51.5
High school (grades 9-12)	348	26.0
College or graduate school	130	9.7
EDUCATIONAL ATTAINMENT		
Population 25 years and over	2,503	100.0
Less than 9th grade	64	2.6
9th to 12th grade, no diploma	249	9.9

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Subject	Number	Percent
High school graduate (includes equivalency)	865	34.6
Some college, no degree	690	27.6
Associate degree	272	10.9
Bachelor's degree	203	8.1
Graduate or professional degree	160	6.4
Percent high school graduate or higher	87.5	(X)
Percent bachelor's degree or higher	14.5	(X)
MARITAL STATUS		
Population 15 years and over	3,366	100.0
Never married	1,024	30.4
Now married, except separated	1,662	49.4
Separated	72	2.1
Widowed	188	5.6
Female	143	4.2
Divorced	420	12.5
Female	255	7.6
GRANDPARENTS AS CAREGIVERS		
Grandparent living in household with one or more own grandchildren under 18 years	57	100.0
Grandparent responsible for grandchildren	27	47.4
VETERAN STATUS		
Civilian population 18 years and over	2,992	100.0
Civilian veterans	563	18.8
DISABILITY STATUS OF THE CIVILIAN NON INSTITUTIONALIZED POPULATION		
Population 5 to 20 years	1,328	100.0
With a disability	158	11.9
Population 21 to 64 years	2,277	100.0
With a disability	443	19.5
Percent employed	53.5	(X)
No disability	1,834	80.5
Percent employed	78.5	(X)
Population 65 years and over	358	100.0
With a disability	175	48.9
RESIDENCE IN 1995		
Population 5 years and over	4,172	100.0
Same house in 1995	1,589	38.1
Different house in the U.S. in 1995	2,509	60.1
Same county	1,039	24.9
Different county	1,470	35.2
Same state	818	19.6
Different state	652	15.6
Elsewhere in 1995	74	1.8
NATIVITY AND PLACE OF BIRTH		
Total population	4,578	100.0
Native	4,389	95.9
Born in United States	4,324	94.5
State of residence	1,773	38.7
Different state	2,551	55.7
Born outside United States	65	1.4
Foreign born	189	4.1
Entered 1990 to March 2000	84	1.8
Naturalized citizen	59	1.3
Not a citizen	130	2.8

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Subject	Number	Percent
REGION OF BIRTH OF FOREIGN BORN		
Total (excluding born at sea)	189	100.0
Europe	85	45.0
Asia	32	16.9
Africa	0	0.0
Oceania	0	0.0
Latin America	55	29.1
Northern America	17	9.0
LANGUAGE SPOKEN AT HOME		
Population 5 years and over	4,172	100.0
English only	3,749	89.9
Language other than English	423	10.1
Speak English less than 'very well	109	2.6
Spanish	133	3.2
Speak English less than "very well"	37	0.9
Other Indo-European languages	188	4.5
Speak English less than "very well"	42	1.0
Asian and Pacific Island languages	28	0.7
Speak English less than "very well"	0	0.0
ANCESTRY (single or multiple)		
Total population	4,578	100.0
<i>Total ancestries reported</i>	4,880	106.6
Arab	7	0.2
Czech ¹	11	0.2
Danish	51	1.1
Dutch	63	1.4
English	469	10.2
French (except Basque) ¹	180	3.9
French Canadian ¹	74	1.6
German	923	20.2
Greek	0	0.0
Hungarian	0	0.0
Irish ¹	512	11.2
Italian	178	3.9
Lithuanian	0	0.0
Norwegian	173	3.8
Polish	98	2.1
Portuguese	32	0.7
Russian	128	2.8
Scotch-Irish	46	1.0
Scottish	66	1.4
Slovak	0	0.0
Subsaharan African	0	0.0
Swedish	120	2.6
Swiss	28	0.6
Ukrainian	0	0.0
United States or American	380	8.3
Welsh	78	1.7
West Indian (excluding Hispanic groups)	0	0.0
Other ancestries	1,263	27.6

(X) Not applicable.

¹ The data represent a combination of two ancestries shown separately in Summary File 3. Czech includes Czechoslovakian. French includes Alsatian. French Canadian includes Acadian/Cajun. Irish includes Celtic.

[Ancestry Code List \(PDF 35KB\)](#)

[Place of Birth Code List \(PDF 74KB\)](#)

[Language Code List \(PDF 17KB\)](#)

Source: U.S. Census Bureau, Census 2000 Summary File 3,

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DP-4. Profile of Selected Housing Characteristics: 2000

Geographic Area: **Palmer City, Alaska**

NOTE: Data based on a sample except in P3, P4, H3, and H4. For information on confidentiality protection, sampling error, nonsampling error, definitions, and count corrections see <http://factfinder.census.gov/home/en/datanotes/expsf3.htm>.

Subject	Number	Percent
Total housing units	1,593	100.0
UNITS IN STRUCTURE		
1-unit, detached	1,172	73.6
1-unit, attached	5	0.3
2 units	22	1.4
3 or 4 units	87	5.5
5 to 9 units	122	7.7
10 to 19 units	30	1.9
20 or more units	122	7.7
Mobile home	33	2.1
Boat, RV, van, etc.	0	0.0
YEAR STRUCTURE BUILT		
1999 to March 2000	64	4.0
1995 to 1998	320	20.1
1990 to 1994	135	8.5
1980 to 1989	373	23.4
1970 to 1979	375	23.5
1960 to 1969	96	6.0
1940 to 1959	189	11.9
1939 or earlier	41	2.6
ROOMS		
1 room	17	1.1
2 rooms	91	5.7
3 rooms	172	10.8
4 rooms	272	17.1
5 rooms	452	28.4
6 rooms	222	13.9
7 rooms	199	12.5
8 rooms	118	7.4
9 or more rooms	50	3.1
Median (rooms)	5.0	(X)
Occupied Housing Units	1,513	100.0
YEAR HOUSEHOLDER MOVED INTO UNIT		
1999 to March 2000	327	21.6
1995 to 1998	666	44.0
1990 to 1994	269	17.8
1980 to 1989	150	9.9
1970 to 1979	60	4.0
1969 or earlier	41	2.7
VEHICLES AVAILABLE		
None	75	5.0
1	575	38.0
2	624	41.2
3 or more	239	15.8
HOUSE HEATING FUEL		
Utility gas	1,279	84.5
Bottled, tank, or LP gas	8	0.5

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Subject	Number	Percent
Electricity	182	12.0
Fuel oil, kerosene, etc.	27	1.8
Coal or coke	0	0.0
Wood	5	0.3
Solar energy	0	0.0
Other fuel	6	0.4
No fuel used	6	0.4
SELECTED CHARACTERISTICS		
Lacking complete plumbing facilities	0	0.0
Lacking complete kitchen facilities	12	0.8
No telephone service	6	0.4
OCCUPANTS PER ROOM		
Occupied housing units	1,513	100.0
1.00 or less	1,423	94.1
1.01 to 1.50	65	4.3
1.51 or more	25	1.7
Specified owner-occupied units	892	100.0
VALUE		
Less than \$50,000	12	1.3
\$50,000 to \$99,999	416	46.6
\$100,000 to \$149,999	342	38.3
\$150,000 to \$199,999	116	13.0
\$200,000 to \$299,999	6	0.7
\$300,000 to \$499,999	0	0.0
\$500,000 to \$999,999	0	0.0
\$1,000,000 or more	0	0.0
Median (dollars)	102,600	(X)
MORTGAGE STATUS AND SELECTED MONTHLY OWNER COSTS		
With a mortgage	776	87.0
Less than \$300	0	0.0
\$300 to \$499	11	1.2
\$500 to \$699	75	8.4
\$700 to \$999	343	38.5
\$1,000 to \$1,499	271	30.4
\$1,500 to \$1,999	64	7.2
\$2,000 or more	12	1.3
Median (dollars)	969	(X)
Not mortgaged	116	13.0
Median (dollars)	315	(X)
SELECTED MONTHLY OWNER COSTS AS A PERCENTAGE OF HOUSEHOLD INCOME IN 1999		
Less than 15 percent	201	22.5
15 to 19 percent	127	14.2
20 to 24 percent	175	19.6
25 to 29 percent	63	7.1
30 to 34 percent	109	12.2
35 percent or more	201	22.5
Not computed	16	1.8
Specified renter-occupied units	534	100.0
GROSS RENT		
Less than \$200	13	2.4
\$200 to \$299	30	5.6
\$300 to \$499	110	20.6
\$500 to \$749	218	40.8
\$750 to \$999	76	14.2
\$1,000 to \$1,499	58	10.9

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Subject	Number	Percent
\$1,500 or more	6	1.1
No cash rent	23	4.3
Median (dollars)	623	(X)
GROSS RENT AS A PERCENTAGE OF HOUSEHOLD INCOME IN 1999		
Less than 15 percent	111	20.8
15 to 19 percent	36	6.7
20 to 24 percent	66	12.4
25 to 29 percent	50	9.4
30 to 34 percent	38	7.1
35 percent or more	203	38.0
Not computed	30	5.6

(X) Not applicable.

Source: U.S. Census Bureau, Census 2000 Summary File 3, Matrices H1, H7, H20, H23, H24, H30, H34, H38, H40, H43, H44, H48, H51, H62, H63, H69, H74, H76, H90, H91, and H94

APPENDIX B

GENERAL ECONOMIC INFORMATION

Source: US Census Bureau

DP-3. Profile of Selected Economic Characteristics: 2000

Data Set: Census 2000 Summary File 3 (SF 3) - Sample Data

Geographic Area: **Palmer City, Alaska**

NOTE: Data based on a sample except in P3, P4, H3, and H4. For information on confidentiality protection, sampling error, nonsampling error, definitions, and count corrections see <http://factfinder.census.gov/home/en/datanotes/expsf3.htm>.

Subject	Number	Percent
EMPLOYMENT STATUS		
Population 16 years and over	3,248	100.0
In labor force	2,090	64.3
Civilian labor force	2,039	62.8
Employed	1,818	56.0
Unemployed	221	6.8
Percent of civilian labor force	10.8	(X)
Armed Forces	51	1.6
Not in labor force	1,158	35.7
Females 16 years and over		
Females 16 years and over	1,633	100.0
In labor force	972	59.5
Civilian labor force	967	59.2
Employed	853	52.2
Own children under 6 years		
Own children under 6 years	417	100.0
All parents in family in labor force	220	52.8
COMMUTING TO WORK		
Workers 16 years and over	1,807	100.0
Car, truck, or van -- drove alone	1,209	66.9
Car, truck, or van -- carpoled	299	16.5
Public transportation (including taxicab)	53	2.9
Walked	91	5.0
Other means	55	3.0
Worked at home	100	5.5
Mean travel time to work (minutes)	39.3	(X)
Employed civilian population 16 years and over		
Employed civilian population 16 years and over	1,818	100.0
OCCUPATION		
Management, professional, and related occupations	546	30.0
Service occupations	424	23.3
Sales and office occupations	493	27.1
Farming, fishing, and forestry occupations	8	0.4
Construction, extraction, and maintenance occupations	189	10.4
Production, transportation, and material moving occupations	158	8.7

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Subject	Number	Percent
INDUSTRY		
Agriculture, forestry, fishing and hunting, and mining	70	3.9
Construction	116	6.4
Manufacturing	37	2.0
Wholesale trade	67	3.7
Retail trade	231	12.7
Transportation and warehousing, and utilities	118	6.5
Information	41	2.3
Finance, insurance, real estate, and rental and leasing	82	4.5
Professional, scientific, management, administrative, and waste management services	100	5.5
Educational, health and social services	465	25.6
Arts, entertainment, recreation, accommodation and food services	191	10.5
Other services (except public administration)	125	6.9
Public administration	175	9.6
CLASS OF WORKER		
Private wage and salary workers	1,183	65.1
Government workers	453	24.9
Self-employed workers in own not incorporated business	182	10.0
Unpaid family workers	0	0.0
INCOME IN 1999		
Households	1,508	100.0
Less than \$10,000	82	5.4
\$10,000 to \$14,999	51	3.4
\$15,000 to \$24,999	252	16.7
\$25,000 to \$34,999	213	14.1
\$35,000 to \$49,999	220	14.6
\$50,000 to \$74,999	429	28.4
\$75,000 to \$99,999	168	11.1
\$100,000 to \$149,999	81	5.4
\$150,000 to \$199,999	0	0.0
\$200,000 or more	12	0.8
Median household income (dollars)	45,571	(X)
With earnings		
Mean earnings (dollars)	49,260	(X)
With Social Security income		
Mean Social Security income (dollars)	11,543	(X)
With Supplemental Security Income		
Mean Supplemental Security Income (dollars)	4,037	(X)
With public assistance income		
Mean public assistance income (dollars)	4,839	(X)
With retirement income		
Mean retirement income (dollars)	14,904	(X)
Families		
Families	1,058	100.0
Less than \$10,000	32	3.0
\$10,000 to \$14,999	18	1.7
\$15,000 to \$24,999	154	14.6
\$25,000 to \$34,999	133	12.6
\$35,000 to \$49,999	159	15.0
\$50,000 to \$74,999	341	32.2
\$75,000 to \$99,999	145	13.7

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Subject	Number	Percent
\$100,000 to \$149,999	64	6.0
\$150,000 to \$199,999	0	0.0
\$200,000 or more	12	1.1
Median family income (dollars)	53,164	(X)
Per capita income (dollars)	17,203	(X)
Median earnings (dollars):		
Male full-time, year-round workers	44,716	(X)
Female full-time, year-round workers	25,221	(X)
POVERTY STATUS IN 1999 (below poverty level)		
Families		
	63	(X)
Percent below poverty level	(X)	6.0
With related children under 18 years	57	(X)
Percent below poverty level	(X)	8.0
With related children under 5 years	39	(X)
Percent below poverty level	(X)	15.2
Families with female householder, no husband present		
	39	(X)
Percent below poverty level	(X)	16.3
With related children under 18 years	39	(X)
Percent below poverty level	(X)	18.8
With related children under 5 years	26	(X)
Percent below poverty level	(X)	41.9
Individuals		
	552	(X)
Percent below poverty level	(X)	12.7
18 years and over	337	(X)
Percent below poverty level	(X)	11.7
65 years and over	15	(X)
Percent below poverty level	(X)	4.2
Related children under 18 years	180	(X)
Percent below poverty level	(X)	12.6
Related children 5 to 17 years	84	(X)
Percent below poverty level	(X)	7.9
Unrelated individuals 15 years and over	273	(X)
Percent below poverty level	(X)	30.1

(X) Not applicable.

[Detailed Occupation Code List \(PDF 42KB\)](#)

[Detailed Industry Code List \(PDF 44KB\)](#)

[User note on employment status data \(PDF 63KB\)](#)

Source: U.S. Census Bureau, Census 2000 Summary File 3, Matrices P30, P32, P33, P43, P46, P49, P50, P51, P52, P53, P58, P62, P63, P64, P65, P67, P71, P72, P73, P74, P76, P77, P82, P87, P90, PCT47, PCT52, and PCT53

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Palmer city, AK

Selected Statistics from the 2007 Economic Census
2007 Economic Sectors

<u>2007 NAICS code and description</u>	<u>Number of establishments</u>	<u>Sales, shipments, receipts (\$1,000)</u>	<u>Annual payroll (\$1,000)</u>	<u>Number of employees</u>
44-45 Retail trade	36	140,302	15,273	533 more »
51 Information	7	N	D	more »
53 Real estate and rental and leasing	14	3,482	1,179	46 more »
54 Professional, scientific, and technical services	46	39,965	14,020	231 more »
56 Administrative and Support and Waste Mang and Remediation Srvs	23	8,960	2,680	78 more »
61 Educational services	3	D	D	more »
62 Health care and social assistance	69	138,636	53,144	876 more »
71 Arts, entertainment, and recreation	15	7,577	2,541	109 more »
72 Accommodation and food services	42	17,428	4,941	352 more »
81 Other services (except public administration)	38	14,753	4,145	142 more »

Source: U.S. Census Bureau, 2007 Economic Census

D: Withheld to avoid disclosing data for individual companies; data are included in higher level totals.

N: Not available or not comparable.

S: Withheld because estimate did not meet publication standards.

X: Not applicable

Additional symbols

Note: Economic Census data are released on a flow basis. Data may not yet have been released for some industries and geographies. See the [2007 Economic Census Release Schedule](#) for more information. For information on confidentiality protection, sampling error, nonsampling error, and definitions, see [Survey Methodology](#)

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2007 Economic Census

Release Date: 7/20/2010

Sector 44: EC0744A1: Retail Trade: Geographic Area Series: Summary Statistics for the United States, 2007

These data are final; they supersede data released in earlier data files. Includes only establishments of firms with payroll. Data based on the 2007 Economic Census.

Geographic Area Name	2007 NAICS code	Meaning of 2007 NAICS code	Number of establishments	Sales (\$1,000)	Annual payroll (\$1,000)	First-quarter payroll (\$1,000)	Number of paid employees for pay period including March 12	Sales, receipts, or revenue from administrative records (%)	Sales, receipts, or revenue estimated (%)
Palmer city, AK	44-45	Retail trade	36	140,302	15,273	3,909	533	4.3	3.1
Palmer city, AK	441	Motor vehicle and parts dealers	6	<u>D</u>	<u>D</u>	<u>D</u>	<u>c</u>	<u>D</u>	<u>D</u>
Palmer city, AK	4412	Other motor vehicle dealers	2	<u>D</u>	<u>D</u>	<u>D</u>	<u>b</u>	<u>D</u>	<u>D</u>
Palmer city, AK	44122	Motorcycle, boat, and other motor vehicle dealers	2	<u>D</u>	<u>D</u>	<u>D</u>	<u>b</u>	<u>D</u>	<u>D</u>
Palmer city, AK	441221	Motorcycle, ATV, and personal watercraft dealers	2	<u>D</u>	<u>D</u>	<u>D</u>	<u>b</u>	<u>D</u>	<u>D</u>
Palmer city, AK	442	Furniture and home furnishings stores	3	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>
Palmer city, AK	4422	Home furnishings stores	2	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>
Palmer city, AK	44221	Floor covering stores	1	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>
Palmer city, AK	442210	Floor covering stores	1	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>
Palmer city, AK	444	Building material and garden equipment and supplies	7	5,620	1,138	327	31	19.3	42.4

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Geographic Area Name	2007 NAICS code	Meaning of 2007 NAICS code	Number of establishments	Sales (\$1,000)	Annual payroll (\$1,000)	First-quarter payroll (\$1,000)	Number of paid employees for pay period including March 12	Sales, receipts, or revenue from administrative records (%)	Sales, receipts, or revenue estimated (%)
		dealers							
Palmer city, AK	445	Food and beverage stores	5	<u>D</u>	<u>D</u>	<u>D</u>	<u>c</u>	<u>D</u>	<u>D</u>
Palmer city, AK	4452	Specialty food stores	1	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>
Palmer city, AK	447	Gasoline stations	4	15,204	482	113	23	0.0	2.3
Palmer city, AK	4471	Gasoline stations	4	15,204	482	113	23	0.0	2.3
Palmer city, AK	44711	Gasoline stations with convenience stores	4	15,204	482	113	23	0.0	2.3
Palmer city, AK	447110	Gasoline stations with convenience stores	4	15,204	482	113	23	0.0	2.3
Palmer city, AK	448	Clothing and clothing accessories stores	1	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>
Palmer city, AK	451	Sporting goods, hobby, book, and music stores	1	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>
Palmer city, AK	452	General merchandise stores	1	<u>D</u>	<u>D</u>	<u>D</u>	<u>c</u>	<u>D</u>	<u>D</u>
Palmer city, AK	453	Miscellaneous store retailers	6	<u>D</u>	<u>D</u>	<u>D</u>	<u>b</u>	<u>D</u>	<u>D</u>
Palmer city, AK	4539	Other miscellaneous store retailers	4	<u>D</u>	<u>D</u>	<u>D</u>	<u>b</u>	<u>D</u>	<u>D</u>
Palmer city, AK	45391	Pet and pet supplies stores	1	<u>D</u>	<u>D</u>	<u>D</u>	<u>b</u>	<u>D</u>	<u>D</u>
Palmer city, AK	453910	Pet and pet supplies stores	1	<u>D</u>	<u>D</u>	<u>D</u>	<u>b</u>	<u>D</u>	<u>D</u>
Palmer city, AK	45392	Art dealers	2	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>
Palmer city, AK	453920	Art dealers	2	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>
Palmer city, AK	45399	All other miscellaneous	1	<u>D</u>	<u>D</u>	<u>D</u>	<u>a</u>	<u>D</u>	<u>D</u>

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Geographic Area Name	2007 NAICS code	Meaning of 2007 NAICS code	Number of establishments	Sales (\$1,000)	Annual payroll (\$1,000)	First-quarter payroll (\$1,000)	Number of paid employees for pay period including March 12	Sales, receipts, or revenue from administrative records (%)	Sales, receipts, or revenue estimated (%)
		store retailers							
Palmer city, AK	454	Nonstore retailers	2	<u>D</u>	<u>D</u>	<u>D</u>	a	<u>D</u>	<u>D</u>
Palmer city, AK	4543	Direct selling establishments	2	<u>D</u>	<u>D</u>	<u>D</u>	a	<u>D</u>	<u>D</u>

Source: U.S. Census Bureau, 2007 Economic Census

APPENDIX E

AGRICULTURAL QUICK STATISTICS

Source:



Quick Stats - Crops

Source	Year	Frequency	Location	State	State Fips	Zip Code	Data Item	Value
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	BARLEY - OPERATIONS WITH AREA HARVESTED	4
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	BARLEY - OPERATIONS WITH AREA HARVESTED - WITH 1.0 TO 49.9 ACRES AREA HARVESTED	4
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	BERRY TOTALS - NUMBER OF OPERATIONS	6
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	CROP TOTALS - OPERATIONS WITH SALES	72
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	CROP TOTALS - OPERATIONS WITH SALES - WITH 250,000 \$ OR MORE SALES	5
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	CROP TOTALS - OPERATIONS WITH SALES - WITH 50,000 TO 249,999 \$ SALES	20
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	CROP TOTALS - OPERATIONS WITH SALES - WITH LESS THAN 50,000 \$ SALES	47
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	FIELD CROPS, OTHER, INCL HAY - OPERATIONS WITH SALES	35
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	FIELD CROPS, OTHER, INCL HAY - OPERATIONS WITH SALES - WITH 50,000 \$ OR MORE SALES	5
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	FORAGE, HAY & HAYLAGE - OPERATIONS WITH AREA HARVESTED	45
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	FORAGE, HAY & HAYLAGE - OPERATIONS WITH AREA HARVESTED - WITH 1.0 TO 49.9 ACRES AREA HARVESTED	20
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	FORAGE, HAY & HAYLAGE - OPERATIONS WITH AREA HARVESTED - WITH 250 ACRES OR MORE AREA HARVESTED	5
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	FORAGE, HAY & HAYLAGE - OPERATIONS WITH AREA HARVESTED - WITH 50 TO 249 ACRES AREA HARVESTED	20
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	FRUIT & TREE NUT TOTALS - OPERATIONS WITH SALES	10
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	GRAINS, OILSEEDS, DRY BEANS & DRY PEAS - OPERATIONS WITH SALES	3
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	HORTICULTURE TOTALS (EXCL CUT TREES & VEGETABLE SEEDS & TRANSPLANTS) - OPERATIONS WITH SALES	25
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	HORTICULTURE TOTALS (EXCL CUT TREES & VEGETABLE SEEDS & TRANSPLANTS) - OPERATIONS WITH SALES - WITH 50,000 \$ OR MORE SALES	7
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	OATS - OPERATIONS WITH AREA HARVESTED	1

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CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	ORCHARDS - NUMBER OF OPERATIONS	4
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	ORCHARDS - NUMBER OF OPERATIONS - WITH 0.1 TO 14.9 ACRES TOTAL AREA	4
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	POTATOES - OPERATIONS WITH AREA HARVESTED	19
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	POTATOES - OPERATIONS WITH AREA HARVESTED - WITH 0.1 TO 14.9 ACRES AREA HARVESTED	13
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	POTATOES - OPERATIONS WITH AREA HARVESTED - WITH 100 ACRES OR MORE AREA HARVESTED	2
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	POTATOES - OPERATIONS WITH AREA HARVESTED - WITH 15.0 TO 99.9 ACRES AREA HARVESTED	4
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	VEGETABLE TOTALS, IN THE OPEN - OPERATIONS WITH AREA IN PRODUCTION	27
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	VEGETABLE TOTALS, IN THE OPEN - OPERATIONS WITH AREA IN PRODUCTION - WITH 0.1 TO 14.9 ACRES AREA IN PRODUCTION	18
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	VEGETABLE TOTALS, IN THE OPEN - OPERATIONS WITH AREA IN PRODUCTION - WITH 100 ACRES OR MORE AREA IN PRODUCTION	2
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	VEGETABLE TOTALS, IN THE OPEN - OPERATIONS WITH AREA IN PRODUCTION - WITH 15.0 TO 99.9 ACRES AREA IN PRODUCTION	7
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	VEGETABLE TOTALS, INCL SEEDS & TRANSPLANTS, IN THE OPEN - OPERATIONS WITH SALES	27
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	VEGETABLE TOTALS, INCL SEEDS & TRANSPLANTS, IN THE OPEN - OPERATIONS WITH SALES - WITH 50,000 \$ OR MORE SALES	12



Quick Stats - Agricultural Land

Source	Year	Frequency	Location	State	State Fips	Zip Code	Data Item	Value
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND (EXCL HARVESTED & PASTURED), ALL CROPS FAILED - NUMBER OF OPERATIONS	9
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND (EXCL HARVESTED & PASTURED), CULTIVATED SUMMER FALLOW - NUMBER OF OPERATIONS	14
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND (EXCL HARVESTED & PASTURED), IDLE - NUMBER OF OPERATIONS	18
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND, HARVESTED - NUMBER OF OPERATIONS	79
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND, HARVESTED - NUMBER OF OPERATIONS - WITH 1.0 TO 49.9 ACRES AREA HARVESTED	49
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND, HARVESTED - NUMBER OF OPERATIONS - WITH 50 TO 499 ACRES AREA HARVESTED	29
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND, HARVESTED - NUMBER OF OPERATIONS - WITH 500 ACRES OR MORE AREA HARVESTED	1

City of Palmer
Economic Development Strategy
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CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND, PASTURED ONLY - NUMBER OF OPERATIONS	15
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, FARMSTEADS, BUILDINGS, ANIMAL FACILITIES, PONDS, ROADS, WASTELAND, ETC - NUMBER OF OPERATIONS	75
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, PASTURELAND (EXCL CROPLAND & WOODLAND) - NUMBER OF OPERATIONS	33
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, PASTURELAND (EXCL CROPLAND & WOODLAND) - NUMBER OF OPERATIONS - WITH 100 ACRES OR MORE AREA	1
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, WOODLAND - NUMBER OF OPERATIONS	71



Quick Stats - Animals

Source	Year	Frequency	Location	State	State Fips	Zip Code	Data Item	Value
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND (EXCL HARVESTED & PASTURED), ALL CROPS FAILED - NUMBER OF OPERATIONS	9
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND (EXCL HARVESTED & PASTURED), CULTIVATED SUMMER FALLOW - NUMBER OF OPERATIONS	14
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND (EXCL HARVESTED & PASTURED), IDLE - NUMBER OF OPERATIONS	18
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND, HARVESTED - NUMBER OF OPERATIONS	79
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND, HARVESTED - NUMBER OF OPERATIONS - WITH 1.0 TO 49.9 ACRES AREA HARVESTED	49
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND, HARVESTED - NUMBER OF OPERATIONS - WITH 50 TO 499 ACRES AREA HARVESTED	29
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND, HARVESTED - NUMBER OF OPERATIONS - WITH 500 ACRES OR MORE AREA HARVESTED	1
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, CROPLAND, PASTURED ONLY - NUMBER OF OPERATIONS	15
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, FARMSTEADS, BUILDINGS, ANIMAL FACILITIES, PONDS, ROADS, WASTELAND, ETC - NUMBER OF OPERATIONS	75
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, PASTURELAND (EXCL CROPLAND & WOODLAND) - NUMBER OF OPERATIONS	33
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, PASTURELAND (EXCL CROPLAND & WOODLAND) - NUMBER OF OPERATIONS - WITH 100 ACRES OR MORE AREA	1
CENSUS	2007	YEAR	ZIP CODE	ALASKA	02	99645	AG LAND, WOODLAND - NUMBER OF OPERATIONS	71



Item E.2.c. – New Business
Ordinance No. 12-XXX - Vendors

Sectional Analysis of Ordinance 10-016 for Board of Economic Development

	Section	Current Language and Proposed Revision
1.	5.28.010 .B.	<p>“Roving vendor” means a person who offers food, goods or services to the public, with or without the use of using a motor vehicle, from one or more locations on public property or from ne without fixed location. at all and in a manner that is not within the definition of “sidewalk vendor.”</p>
Analysis of Proposed Revision		<p>This section has been amended to clarify that a roving vendor will use a motor vehicle to offer goods and services and will not have a fixed location within the City. The section also allows the vendor to offer their goods and services on any public property within the City.</p>
2.	5.28.010 .C.	<p>Sidewalk vendor” means a person who offers goods or services to the public from a location within a public right-of-way without the use of a motor vehicle, but does not include:</p> <ul style="list-style-type: none"> —1. A person who offers goods or services to the public from an open-air location adjacent to a structure in which is located the business offering such goods and services; —2. A person who offers goods or services to the public from an open-air location solely in connection with a special event; or —3. A person who offers only music, mime, theater or another performance art without the use of props or aids other than those which are held by the performer at all times for use as a part of the performance or which are used as a collection box for money.
Analysis of Proposed Revision		<p>This section has been repealed in its entirety. The language is onerous and frustrating to the public because restricted a sidewalk vendor to a public right of way. The most sought after location is in front of the Depot. However, that property does not belong to the City; it belongs to the Alaska Railroad. Since the language has been adopted, only one person has jumped through all of the hoops and has obtained a sidewalk vendor license. Most persons who inquire about the language become frustrated by it and decide to do business elsewhere.</p>
3.	5.28.010.D.	<p>“Sidewalk tables and chairs” means any table or chair placed upon the sidewalk by a permittee for use in connection with the consumption of food and nonalcoholic beverages.</p>
Analysis of Proposed Revision		<p>This section addresses sidewalk tables and chairs and for the reasons listed above, has been repealed in its entirety.</p>
4.	5.28.010.E	<p>“Special event” means a fair, festival, exhibition or similar activity in a public place which is authorized to continue for a period of 30 days or less by a permit.</p>
Analysis of Proposed Revision		<p>Special event licensing is addressed elsewhere in the code and is repealed from this section.</p>
5.	5.28.010.F	<p>“Vendor” means a person engaged in the business of offering goods or services to the public as a roving vendor or as a sidewalk vendor.</p>
Analysis of Proposed Revision		<p>This section is redundant. The definition is listed in 5.28.010 B.</p>
6.	5.28.010.H	<p>“Vendor site” means a space on or in a public right-of-way at which a sidewalk vendor may operate as designated and assigned by the city clerk pursuant to PMC 5.28.060.</p>
Analysis of Proposed Revision		<p>This section has been repealed to match 5.28.010 C.</p>

Sectional Analysis of Ordinance 10-016 for Board of Economic Development

7.	5.28.020.A	License required. It is unlawful for any person to engage in the business of a <u>roving</u> vendor unless that person has first obtained a license from the city clerk director of administration as provided in this chapter.
Analysis of Proposed Revision		This section requires a roving vendor to obtain a license from the director of administration before they can operate in the City. Note: a further amendment is needed to change the title to director of finance. Also note: all business licenses are obtained from Finance.
8.	5.28.020.B	It is unlawful for any person to engage in the business of a <u>roving</u> vendor in a manner that is inconsistent with the terms of a license issued pursuant to this chapter.
Analysis of Proposed Revision		This amendment clarifies the stipulation that a person must have a roving vendor license.
9.	5.28.025	<u>A roving vendor permit is issued on or after January 1 of a calendar year, and expires on December 31 of the same calendar year.</u>
Analysis of Proposed Revision		This section has been enacted to establish a timeframe for the license.
10.	5.28.030	Types of licenses. Two different, nontransferable vendor licenses shall be available to any qualified person who applies: A. Type I shall be required for a sidewalk vendor; and B. Type II shall be required for a roving vendor.
Analysis of Proposed Revision		This section has been repealed in its entirety because the sidewalk vendor license is no longer available.
11.	5.28.040.A.	License applications. A. An application for a sidewalk <u>roving</u> vendor license shall be made to the city clerk <u>director of administration</u> on a form approved by the city clerk and shall be accompanied by the following:
Analysis of Proposed Revision		This section speaks to the method of applying for a roving license and reiterates where an applicant files their application.
12.	5.28.040.A.1	An application fee <u>as required in the current, adopted fee schedule;</u> established in the current, adopted budget;
Analysis of Proposed Revision		States that the applicant must pay an application fee along with their application. Note: a further amendment is needed to change the title to director of finance.
13.	5.28.040.A.8	<u>Description of every vehicle to be used in the business operated pursuant to the license.</u>
Analysis of Proposed Revision		The applicant must provide a description of each vehicle used in the business.
14.	5.28.040.B	An application for a roving vendor license shall be made to the city clerk on a form approved by the city clerk and shall include those items stated in subsection (A) of this section as well as a description of every vehicle to be used in the business operated pursuant to the license.
Analysis of Proposed Revision		These sections have been repealed because they are addressed in other sections of this chapter

Sectional Analysis of Ordinance 10-016 for Board of Economic Development

15.	5.28.040.C	An application for a sidewalk or roving vendor license effective April 1st may be filed after January 1st of that year.
Analysis of Proposed Revision		These sections have been repealed because they are addressed in other sections of this chapter
16.	5.28.040.D	Upon the issuance of a permit for a designated site, the permittee shall pay the city a permit fee established in the current, adopted budget for each month or fractional month, in addition to the initial filing fee. The permit fee shall be due by the first business day of each month.
Analysis of Proposed Revision		These sections have been repealed because they are addressed in other sections of this chapter
17.	5.28.050	The city clerk director of administration may revoke a vendor license for any of the reasons stated in PMC 5.28.110.
Analysis of Proposed Revision		Amendment to change who may revoke the license. Note: a further amendment is needed to change the title to director of finance.
18.	5.28.060.A	All vendor sites shall be designated and assigned by the city clerk on a master map that is maintained in the city clerk's office, including their physical dimensions, in accordance with the following standards: 1. The vendor site shall leave no less than a six-foot-wide strip of unobstructed sidewalk for pedestrian use and shall not otherwise obstruct pedestrian or vehicular use of the public right-of-way; 2. The site is not adjacent to a sidewalk curb which has been painted or designated to be painted red, yellow, or blue; 3. The site is separated from all other vendor sites by a distance not less than 10 feet; 4. Vendor sites shall be no longer than 10 feet; and 5. No vendor may have more than two sites per block.
Analysis of Proposed Revision		These sections have been repealed because they pertain to where a sidewalk vendor may set up their sit
19.	5.28.060.B	Each designation of a vendor site in an area that is used for a special event shall be altered for the period of time during which that special event is authorized if the site is needed for public purposes. In that event, the vendor shall be relocated to another site in the area of the designated site.
Analysis of Proposed Revision		These sections have been repealed because they pertain to where a sidewalk vendor may set up their sit
20.	5.28.060.C	1. For applications received before April 1st of each year, the city clerk may assign a vendor site upon receipt of an application and fee. Should an applicant fail to meet all requirements for a license under this chapter by April 1st, the city clerk may reassign the vendor site to another applicant and the original applicant shall forfeit the fee. 2. For applications received after April 1st of each year, the applicant must complete all requirements for a license under PMC 5.28.040 before the city clerk may assign a vendor site.
Analysis of Proposed Revision		These sections have been repealed because they pertain to where a sidewalk vendor may set up their sit

Sectional Analysis of Ordinance 10-016 for Board of Economic Development

21.	5.28.070.A	During all hours of operation, a vendor shall post the applicable vendor license in a conspicuous location at the vendor site or in the vehicle from which the business is conducted pursuant to that license
Analysis of Proposed Revision		The language “at a vendor site” has been struck because it pertains to a sidewalk vendor.
22.	5.28.070.B	A vendor shall maintain the following documents, as applicable, at the vendor site or in the vehicle from which the business is conducted pursuant to his <u>or her</u> license and shall display them to any person upon request:
Analysis of Proposed Revision		The language “at a vendor site” has been struck because it pertains to a sidewalk vendor. The language “or her” has been added to make the language more gender neutral.
23.	5.28.080.A.	Types of goods and services that may be offered by a sidewalk <u>roving</u> vendor. A sidewalk- roving vendor may only offer, for the exchange of money, the following types of goods and services at a vendor site :
Analysis of Proposed Revision		Language pertaining to sidewalk vendors has been struck to only reflect roving vendors.
24.	5.28.090	Standards of operation for sidewalk vendors. .A. A sidewalk vendor shall remove all goods and equipment from the site at the end of the business day.
Analysis of Proposed Revision		These sections have been repealed because they pertain to a sidewalk vendor
25.	5.28.090.B	.B. A sidewalk vendor shall maintain his vendor site free of litter at all times.
Analysis of Proposed Revision		These sections have been repealed because they pertain to a sidewalk vendor
26.	5.28.090.C	.C. A sidewalk vendor shall not place any equipment on a vendor site or otherwise engage in the business authorized by his license between the hours of 10:00 p.m. and 6:00 a.m.
Analysis of Proposed Revision		These sections have been repealed because they pertain to a sidewalk vendor
27.	5.28.100.A	Before any license is issued for a <u>roving</u> vendor the applicant shall furnish one or more policies or certificates of liability insurance issued by an insurance company authorized to do business in the state and reflecting the applicable coverage: 1. A vendor of food or beverages, goods or services shall have insurance in the amount of \$500,000 combined single limit (CSL).
Analysis of Proposed Revision		The amendment is offered to clarify that the language speaks to a roving vendor.

Sectional Analysis of Ordinance 10-016 for Board of Economic Development

28.	5.28.100.C	Every insurance policy shall contain a clause obligating the insurer to give the city clerk <u>director of administration</u> written notice no less than 30 days before the cancellation, expiration, nonrenewal, lapse or other termination or alteration of such insurance. A lapse, cancellation, expiration, nonrenewal or other termination or alteration of such insurance shall cause the license to which it pertains to be automatically suspended for so long as the insurance required by this section is not in place.
Analysis of Proposed Revision		This section requires the roving vendor to provide the Director of Administration the required insurance information. Note: a further amendment is needed to change the title to director of finance.
29.	5.28.100.D	Any person may pursue a claim against a vendor and his insurance coverage by filing an action in a court of competent jurisdiction in Palmer, Alaska, and by serving a copy of such a complaint on the city clerk immediately thereafter.
Analysis of Proposed Revision		The language has been repealed because the issue of how a person files a claim with the vendor's insurance depends on each insurance company.
30.	5.28.110.C	It shall be unlawful for any person <u>vendor</u> to engage in <u>door to door sales</u> . the activities of a vendor at any location other than a vendor site designated by the city clerk pursuant to this chapter.
Analysis of Proposed Revision		The language clarifies that door-to-door sales are not permitted in the City.



City Clerk's Office

Direct: (907) 761-1301
Fax: (907) 745-0930

231 W. Evergreen Ave.
Palmer, Alaska 99645-6952
www.cityofpalmer.org

TO: Mayor Johnson & Council Members
FROM: Janette Bower, MMC *JJB*
DATE: December 3, 2010
SUBJECT: Ordinance No. 10-016

Ordinance No. 10-016 proposes an amendment to Palmer Municipal Code 5.28 Vendors. Information memorandum 10-071 outlines the proposed amendments.

Normally, the ordinance would appear under the Consent Agenda for introduction and scheduled for a subsequent public hearing. However, this issue is a truly a policy issue and while amendments have been prepared, I believe that discussion before ordinance introduction is in order.

Some issues that need to be addressed are:

- Does the City even want to allow for roving vendors?
If so, should there be a limit on how vendors are permitted in the City?
- Does the allowance of roving vendors cause unfair competition with the established businesses?

Once discussion has been held, the council can then direct the Clerk to prepare a new ordinance addressing issues raised by the council, include in ordinance no. 10-016 issues raised by the council, or drop the issue altogether.

CITY OF PALMER INFORMATION MEMORANDUM No. 10-071

SUBJECT: Ordinance No. 10-016: Amending Palmer Municipal Code 5.28 Vendors, to Repeal Language Regarding Sidewalk Vendors and to Clarify the Procedures for a Roving Vendor License

AGENDA OF: December 14, 2010

Council action:	
Postponed to January 25, 2011	Referred to the Board of Economic Development

Approved for presentation by Douglas B. Griffin, City Manager

Route To:	Department/Individual:	Initials/Date:	Remarks:
x	Originator – Mayor Johnson		
x	City Clerk	12/3/10	
x	City Attorney	12/3/10	
x	Director of Administration		
	Director of Community Development		
	Director of Community Services		
	Director of Public Safety		
	Director of Public Works		

Attachment(s): Ordinance No. 10-016
Palmer Municipal Code 5.28

Certification of Funds:

x	No fiscal impact.	
	Funds are budgeted from this account number:	
	Funds are not budgeted. Budget modification is required. Affected account number:	
	Unrestricted/undesignated fund balance (after budget modification):	

Director of Administration Signature:

Summary statement: Ordinance no. 10-016 is sponsored by Mayor Johnson at the request of the City Clerk.

Palmer Municipal Code Chapter 5.28 was enacted with the adoption of ordinance no. 447 on July 14, 1992.

From the time the ordinance was adopted, there has only been one person who has been able to "jump through the hoops" to obtain a sidewalk vendor license. Two persons have been issued roving vendor licenses. One vendor is successfully operating in the City and the other is preparing to begin operation.

The Clerk's Office receives numerous inquiries on sidewalk vendor licenses but after providing an explanation on the type of equipment required and the limited locations in which a sidewalk vendor can operate, most individuals decline to pursue the license.

The major issue for a sidewalk vendor is the language which requires them to operate in a public right of way. The most sought after area to offer services is in front of the Depot. However, that land does not belong to the City but to the Alaska Railroad. So in addition to having to obtain the City's permission to operate, the individual must obtain the Railroad's permission as well. As stated previously, one person has been able to go through the process and obtained permission to operate in front of the Depot. Unfortunately, it was a very rainy and unsuccessful summer for the vendor.

Ordinance no. 10-016 amends PMC Chapter 5.28 to repeal language associated with sidewalk vendors and amends the language concerning roving vendors.

Adoption of this ordinance is a policy decision. Some things to consider are whether the council desires to have roving vendors in the community, are the vendors in direct competition with established business owners, etc.

Administration recommendation: Adopt ordinance no. 10-016.

Introduced by: Mayor Johnson
Date: December 14, 2010
Public Hearing:
Action:

Vote:	
Yes:	No:

CITY OF PALMER, ALASKA

ORDINANCE NO. 10-016

AN ORDINANCE OF THE PALMER CITY COUNCIL AMENDING PALMER MUNICIPAL CODE CHAPTER 5.28 VENDORS, TO REPEAL LANGUAGE REGARDING SIDEWALK VENDORS AND TO CLARIFY THE PROCEDURES FOR A ROVING VENDOR LICENSE

THE CITY OF PALMER, ALASKA ORDAINS:

Section 1. Classification. This ordinance shall be permanent in nature and shall be incorporated into the Palmer Municipal Code.

Section 2. Severability. If any provisions of this ordinance or application thereof to any person or circumstances are held invalid, the remainder of this ordinance and the application to the other persons or circumstances shall not be affected thereby.

Section 3. Palmer Municipal Code Chapter 5.28 is amended to read as follows (new language is underlined and deleted language is stricken):

Chapter 5.28
ROVING VENDORS

5.28.010 Definitions.

As used in this chapter:

- A. "Cart" means a nonmotorized wagon, cart, or device, whether stationary or mobile, from or at which goods or services are offered by a vendor.
- B. "Roving vendor" means a person who offers food, goods or services to the public, ~~with or without the use of~~ using a motor vehicle, from one or more locations on public property or ~~from no without a fixed location, at all and in a manner that is not within the definition of "sidewalk vendor."~~
- C. ~~"Sidewalk vendor" means a person who offers goods or services to the public from a location within a public right-of-way without the use of a motor vehicle, but does not include:~~

- ~~1. A person who offers goods or services to the public from an open air location adjacent to a structure in which is located the business offering such goods and services;~~
 - ~~2. A person who offers goods or services to the public from an open air location solely in connection with a special event; or~~
 - ~~3. A person who offers only music, mime, theater or another performance art without the use of props or aids other than those which are held by the performer at all times for use as a part of the performance or which are used as a collection box for money.~~
- ~~D. "Sidewalk tables and chairs" means any table or chair placed upon the sidewalk by a permittee for use in connection with the consumption of food and nonalcoholic beverages.~~
- ~~E. "Special event" means a fair, festival, exhibition or similar activity in a public place which is authorized to continue for a period of 30 days or less by a permit.~~
- ~~F. "Vendor" means a person engaged in the business of offering goods or services to the public as a roving vendor or as a sidewalk vendor.~~
- ~~G. "Vehicle" means a motor vehicle or trailer licensed as such by the state of Alaska.~~
- ~~H. "Vendor site" means a space on or in a public right of way at which a sidewalk vendor may operate as designated and assigned by the city clerk pursuant to PMC 5.28.060.~~

5.28.020 License required.

- A. It is unlawful for any person to engage in the business of a roving vendor unless that person has first obtained a license from the ~~city clerk~~ director of administration as provided in this chapter.
- B. It is unlawful for any person to engage in the business of a roving vendor in a manner that is inconsistent with the terms of a license issued pursuant to this chapter.

5.28.025 License duration.

A roving vendor permit is issued on or after January 1 of a calendar year, and expires on December 31 of the same calendar year.

~~5.28.030 Types of licenses.~~

~~Two different, nontransferable vendor licenses shall be available to any qualified person who applies:~~

- ~~A. Type I shall be required for a sidewalk vendor; and~~
- ~~B. Type II shall be required for a roving vendor.~~

5.28.040 License applications.

- A. An application for a sidewalk roving vendor license shall be made to the ~~city clerk~~ director of administration on a form approved by the ~~city clerk~~ director of administration and shall be accompanied by the following:
 1. An application fee as required in the current, adopted fee schedule; ~~of \$50.00~~;
 2. Proof of insurance as required by PMC 5.28.100;
 3. The business address and telephone number to be used by the applicant for the business to be operated pursuant to the license;
 4. A complete description of the equipment to be used for display, storage or other purposes related to the business to be conducted pursuant to the license and including all distinctive markings and signs;
 5. Proof that the applicant has obtained the following licenses:
 - a. Health permits required for the preparation and sale of food or beverages,

- b. City business license,
 - c. State business license, and
 - d. Any other license required by the state or city;
 - 6. A complete description of the type(s) of goods and services that shall be offered under the license;
 - 7. Proof that the person to whom the license is to be issued shall have an active management or operations role in the business to be conducted pursuant to the license;
 - 8. Description of every vehicle to be used in the business operated pursuant to the license.
- ~~B. An application for a roving vendor license shall be made to the city clerk on a form approved by the city clerk and shall include those items stated in subsection (A) of this section as well as a description of every vehicle to be used in the business operated pursuant to the license.~~
- ~~C. An application for a sidewalk or roving vendor license effective April 1st may be filed after January 1st of that year.~~
- ~~D. Upon the issuance of a permit for a designated site, the permittee shall pay the city a permit fee of \$50.00 for each month or fractional month, in addition to the initial \$50.00 filing fee. The permit fee shall be due by the first business day of each month.~~

5.28.050 License revocation and appeal procedures.

The ~~city clerk~~ director of administration may revoke a vendor license for any of the reasons stated in PMC 5.28.110.

~~5.28.060 Designation and assignment of vendor sites.~~

- ~~A. All vendor sites shall be designated and assigned by the city clerk on a master map that is maintained in the city clerk's office, including their physical dimensions, in accordance with the following standards:~~
- ~~1. The vendor site shall leave no less than a six-foot wide strip of unobstructed sidewalk for pedestrian use and shall not otherwise obstruct pedestrian or vehicular use of the public right-of-way;~~
 - ~~2. The site is not adjacent to a sidewalk curb which has been painted or designated to be painted red, yellow, or blue;~~
 - ~~3. The site is separated from all other vendor sites by a distance not less than 10 feet;~~
 - ~~4. Vendor sites shall be no longer than 10 feet; and~~
 - ~~5. No vendor may have more than two sites per block.~~
- ~~B. Each designation of a vendor site in an area that is used for a special event shall be altered for the period of time during which that special event is authorized if the site is needed for public purposes. In that event, the vendor shall be relocated to another site in the area of the designated site.~~
- ~~C. 1. For applications received before April 1st of each year, the city clerk may assign a vendor site upon receipt of an application and fee. Should an applicant fail to meet all requirements for a license under this chapter by April 1st, the city clerk may reassign the vendor site to another applicant and the original applicant shall forfeit the fee.~~
- ~~2. For applications received after April 1st of each year, the applicant must complete all requirements for a license under PMC 5.28.040 before the city clerk may assign a vendor site.~~

5.28.070 Equipment.

- A. During all hours of operation, a vendor shall post the applicable vendor license in a conspicuous location ~~at the vendor site or~~ in the vehicle from which the business is conducted pursuant to that license.
- B. A vendor shall maintain the following documents, as applicable, ~~at the vendor site or~~ in the vehicle from which the business is conducted pursuant to his or her license and shall display them to any person upon request:
 - 1. Current state business license for the business operated pursuant to the license;
 - 2. All government permits relating to the service of food or beverages offered by the vendor;
 - 3. A certificate of the insurance required by PMC 5.28.100; and
 - 4. All government permits relating to the provision of transportation services offered by the vendor.
- C. Only the following equipment may be brought to a vendor site for use in connection with the business operated there:
 - 1. A cart which:
 - a. Is no longer than three feet wide, six feet long and seven and one-half feet tall, including all appurtenances and merchandise on display, except for a litter receptacle, stool and ice chest to be provided by the vendor;
 - b. Includes interior space for concealed storage of all inventory, supplies, equipment and other materials brought to the vendor site in connection with the business conducted there;
 - 2. An umbrella used in connection with a cart which does not exceed six feet in diameter, when opened;
 - 3. One table no longer than four feet and no wider than three feet, covered with a clean material which extends to the ground on all sides so as to conceal the table legs; and
 - 4. Easels and other items reasonably necessary to the display or creation of art at the vendor site no longer than three feet wide and four feet high, limited to two each.
- D. All persons vending from a vehicle or cart on a street shall ensure that persons waiting to make purchases at the cart or vehicle queue up in single file on the side away from the traveled portion of the street and in such a manner as to create the least obstruction to pedestrian traffic.

5.28.080 Types of goods and services that may be offered by a ~~sidewalk~~ roving vendor.

A sidewalk roving vendor may only offer, for the exchange of money, the following types of goods and services ~~at a vendor site~~:

- A. Food and/or beverages;
- B. Handicrafts, artwork, jewelry, fur and leather goods;
- C. Goods bearing an Alaskan theme in some form;
- D. Tourist services;
- E. Shoe shine services; and
- F. Flowers.

~~5.28.090 Standards of operation for sidewalk vendors.~~

- ~~A. A sidewalk vendor shall remove all goods and equipment from the site at the end of the business day.~~
- ~~B. A sidewalk vendor shall maintain his vendor site free of litter at all times.~~
- ~~C. A sidewalk vendor shall not place any equipment on a vendor site or otherwise engage in the business authorized by his license between the hours of 10:00 p.m. and 6:00 a.m.~~

5.28.100 Required insurance.

- A. Before any license is issued for a roving vendor the applicant shall furnish one or more policies or certificates of liability insurance issued by an insurance company authorized to do business in the state and reflecting the applicable coverage:
 - 1. A vendor of food or beverages, goods or services shall have insurance in the amount of \$500,000 combined single limit (CSL).
- B. No policy of insurance offered pursuant to this section shall be acceptable unless it is issued by an insurance company authorized to do business in Alaska or by an insurance company rated "A" or "B" by A.M. Best and Co. In addition, the policy must be approved by the municipal risk manager or the city's insurance broker as to matters of form.
- C. Every insurance policy shall contain a clause obligating the insurer to give the director of administration ~~city clerk~~ written notice no less than 30 days before the cancellation, expiration, nonrenewal, lapse or other termination or alteration of such insurance. A lapse, cancellation, expiration, nonrenewal or other termination or alteration of such insurance shall cause the license to which it pertains to be automatically suspended for so long as the insurance required by this section is not in place.
- ~~D. Any person may pursue a claim against a vendor and his insurance coverage by filing an action in a court of competent jurisdiction in Palmer, Alaska, and by serving a copy of such a complaint on the city clerk immediately thereafter.~~

5.28.110 Prohibited acts.

- A. It shall be unlawful for any nonfood vendor to engage in the business of a vendor from a motor vehicle:
 - 1. On a public right-of-way;
 - 2. In a publicly owned or operated parking facility, unless expressly permitted; or
 - 3. Within a vehicle parking space designated by a sign or a striped parking site.
- B. It shall be unlawful for a vendor to attract customers by hawking or physically accosting persons.
- C. It shall be unlawful for any ~~person~~ vendor to engage in door to door sales. ~~the activities of a vendor at any location other than a vendor site designated by the city clerk pursuant to this chapter.~~
- D. A vendor license is nontransferable.

Section 5. Effective Date. Ordinance 10-016 shall take effect upon adoption of the Palmer City Council.

Passed and approved this _____ day of _____, 2010.

Delena M. Goodwin Johnson, Mayor

Janette M. Bower, MMC, City Clerk

Chapter 5.28 VENDORS

Sections:

[5.28.010](#) Definitions.

[5.28.020](#) License required.

[5.28.030](#) Types of licenses.

[5.28.040](#) License applications.

[5.28.050](#) License revocation and appeal procedures.

[5.28.060](#) Designation and assignment of vendor sites.

[5.28.070](#) Equipment.

[5.28.080](#) Types of goods and services that may be offered by a sidewalk vendor.

[5.28.090](#) Standards of operation for sidewalk vendors.

[5.28.100](#) Required insurance.

[5.28.110](#) Prohibited acts.

5.28.010 Definitions.

As used in this chapter:

- A. "Cart" means a nonmotorized wagon, cart, or device, whether stationary or mobile, from or at which goods or services are offered by a vendor.
- B. "Roving vendor" means a person who offers food, goods or services to the public, with or without the use of a motor vehicle, from one or more locations on public property or from no fixed location at all and in a manner that is not within the definition of "sidewalk vendor."
- C. "Sidewalk vendor" means a person who offers goods or services to the public from a location within a public right-of-way without the use of a motor vehicle, but does not include:
 - 1. A person who offers goods or services to the public from an open air location adjacent to a structure in which is located the business offering such goods and services;
 - 2. A person who offers goods or services to the public from an open air location solely in connection with a special event; or
 - 3. A person who offers only music, mime, theater or another performance art without the use of props or aids other than those which are held by the performer at all times for use as a part of the performance or which are used as a collection box for money.
- D. "Sidewalk tables and chairs" means any table or chair placed upon the sidewalk by a permittee for use in connection with the consumption of food and nonalcoholic beverages.
- E. "Special event" means a fair, festival, exhibition or similar activity in a public place which is authorized to continue for a period of 30 days or less by a permit.
- F. "Vendor" means a person engaged in the business of offering goods or services to the public as a roving vendor or as a sidewalk vendor.
- G. "Vehicle" means a motor vehicle or trailer licensed as such by the state of Alaska.
- H. "Vendor site" means a space on or in a public right-of-way at which a sidewalk vendor may operate as designated and assigned by the city clerk pursuant to PMC [5.28.060](#). (Ord. 447 § 3, 1992)

5.28.020 License required.

- A. It is unlawful for any person to engage in the business of a vendor unless that person has first obtained a license from the city clerk as provided in this chapter.
- B. It is unlawful for any person to engage in the business of a vendor in a manner that is inconsistent with the terms of a license issued pursuant to this chapter. (Ord. 447 § 3, 1992)

5.28.030 Types of licenses.

Two different, nontransferable vendor licenses shall be available to any qualified person who applies:

- A. Type I shall be required for a sidewalk vendor; and
- B. Type II shall be required for a roving vendor. (Ord. 447 § 3, 1992)

5.28.040 License applications.

- A. An application for a sidewalk vendor license shall be made to the city clerk on a form approved by the city clerk and shall be accompanied by the following:
 - 1. An application fee of \$50.00;
 - 2. Proof of insurance as required by PMC [5.28.100](#);
 - 3. The business address and telephone number to be used by the applicant for the business to be operated pursuant to the license;
 - 4. A complete description of the equipment to be used for display, storage or other purposes related to the business to be conducted pursuant to the license and including all distinctive markings and signs;
 - 5. Proof that the applicant has obtained the following licenses:
 - a. Health permits required for the preparation and sale of food or beverages,
 - b. City business license,
 - c. State business license, and
 - d. Any other license required by the state or city;
 - 6. A complete description of the type(s) of goods and services that shall be offered under the license;
 - 7. Proof that the person to whom the license is to be issued shall have an active management or operations role in the business to be conducted pursuant to the license.
- B. An application for a roving vendor license shall be made to the city clerk on a form approved by the city clerk and shall include those items stated in subsection (A) of this section as well as a description of every vehicle to be used in the business operated pursuant to the license.
- C. An application for a sidewalk or roving vendor license effective April 1st may be filed after January 1st of that year.
- D. Upon the issuance of a permit for a designated site, the permittee shall pay the city a permit fee of \$50.00 for each month or fractional month, in addition to the initial \$50.00 filing fee. The permit fee shall be due by the first business day of each month. (Ord. 447 § 3, 1992)

5.28.050 License revocation and appeal procedures.

The city clerk may revoke a vendor license for any of the reasons stated in PMC [5.28.110](#). (Ord. 447 § 3, 1992)

5.28.060 Designation and assignment of vendor sites.

- A. All vendor sites shall be designated and assigned by the city clerk on a master map that is maintained in the city clerk's office, including their physical dimensions, in accordance with the following standards:
 - 1. The vendor site shall leave no less than a six-foot-wide strip of unobstructed sidewalk for pedestrian use and shall not otherwise obstruct pedestrian or vehicular use of the public right-of-way;
 - 2. The site is not adjacent to a sidewalk curb which has been painted or designated to be painted red, yellow, or blue;
 - 3. The site is separated from all other vendor sites by a distance not less than 10 feet;
 - 4. Vendor sites shall be no longer than 10 feet; and
 - 5. No vendor may have more than two sites per block.
- B. Each designation of a vendor site in an area that is used for a special event shall be altered for the period of time during which that special event is authorized if the site is needed for public purposes. In that event, the vendor shall be relocated to another site in the area of the designated site.
- C.
 - 1. For applications received before April 1st of each year, the city clerk may assign a vendor site upon receipt of an application and fee. Should an applicant fail to meet all requirements for a license under this chapter by April 1st, the city clerk may reassign the vendor site to another applicant and the original applicant shall forfeit the fee.
 - 2. For applications received after April 1st of each year, the applicant must complete all requirements for a license under PMC [5.28.040](#) before the city clerk may assign a vendor site. (Ord. 447 § 3, 1992)

5.28.070 Equipment.

- A. During all hours of operation, a vendor shall post the applicable vendor license in a conspicuous location at the vendor site or in the vehicle from which the business is conducted pursuant to that license.
- B. A vendor shall maintain the following documents, as applicable, at the vendor site or in the vehicle from which the business is conducted pursuant to his license and shall display them to any person upon request:
 - 1. Current state business license for the business operated pursuant to the license;
 - 2. All government permits relating to the service of food or beverages offered by the vendor;
 - 3. A certificate of the insurance required by PMC [5.28.100](#); and
 - 4. All government permits relating to the provision of transportation services offered by the vendor.
- C. Only the following equipment may be brought to a vendor site for use in connection with the business operated there:
 - 1. A cart which:

- a. Is no longer than three feet wide, six feet long and seven and one-half feet tall, including all appurtenances and merchandise on display, except for a litter receptacle, stool and ice chest to be provided by the vendor;
 - b. Includes interior space for concealed storage of all inventory, supplies, equipment and other materials brought to the vendor site in connection with the business conducted there;
 - 2. An umbrella used in connection with a cart which does not exceed six feet in diameter, when opened;
 - 3. One table no longer than four feet and no wider than three feet, covered with a clean material which extends to the ground on all sides so as to conceal the table legs; and
 - 4. Easels and other items reasonably necessary to the display or creation of art at the vendor site no longer than three feet wide and four feet high, limited to two each.
- D. All persons vending from a vehicle or cart on a street shall ensure that persons waiting to make purchases at the cart or vehicle queue up in single file on the side away from the traveled portion of the street and in such a manner as to create the least obstruction to pedestrian traffic. (Ord. 447 § 3, 1992)

5.28.080 Types of goods and services that may be offered by a sidewalk vendor.

A sidewalk vendor may only offer, for the exchange of money, the following types of goods and services at a vendor site:

- A. Food and/or beverages;
- B. Handicrafts, artwork, jewelry, fur and leather goods;
- C. Goods bearing an Alaskan theme in some form;
- D. Tourist services;
- E. Shoe shine services; and
- F. Flowers. (Ord. 447 § 3, 1992)

5.28.090 Standards of operation for sidewalk vendors.

- A. A sidewalk vendor shall remove all goods and equipment from the site at the end of the business day.
- B. A sidewalk vendor shall maintain his vendor site free of litter at all times.
- C. A sidewalk vendor shall not place any equipment on a vendor site or otherwise engage in the business authorized by his license between the hours of 10:00 p.m. and 6:00 a.m. (Ord. 447 § 3, 1992)

5.28.100 Required insurance.

- A. Before any license is issued for a vendor the applicant shall furnish one or more policies or certificates of liability insurance issued by an insurance company authorized to do business in the state and reflecting the applicable coverage:
 - 1. A vendor of food or beverages, goods or services shall have insurance in the amount of \$500,000 combined single limit (CSL).
- B. No policy of insurance offered pursuant to this section shall be acceptable unless it is issued by an insurance company authorized to do business in Alaska or by an insurance company rated "A" or "B" by A.M. Best and Co. In addition, the policy must

be approved by the municipal risk manager or the city's insurance broker as to matters of form.

- C. Every insurance policy shall contain a clause obligating the insurer to give the city clerk written notice no less than 30 days before the cancellation, expiration, nonrenewal, lapse or other termination or alteration of such insurance. A lapse, cancellation, expiration, nonrenewal or other termination or alteration of such insurance shall cause the license to which it pertains to be automatically suspended for so long as the insurance required by this section is not in place.
- D. Any person may pursue a claim against a vendor and his insurance coverage by filing an action in a court of competent jurisdiction in Palmer, Alaska, and by serving a copy of such a complaint on the city clerk immediately thereafter. (Ord. 447 § 3, 1992)

5.28.110 Prohibited acts.

- A. It shall be unlawful for any nonfood vendor to engage in the business of a vendor from a motor vehicle:
 - 1. On a public right-of-way;
 - 2. In a publicly owned or operated parking facility, unless expressly permitted; or
 - 3. Within a vehicle parking space designated by a sign or a striped parking site.
- B. It shall be unlawful for a vendor to attract customers by hawking or physically accosting persons.
- C. It shall be unlawful for any person to engage in the activities of a vendor at any location other than a vendor site designated by the city clerk pursuant to this chapter.
- D. A vendor license is nontransferable. (Ord. 447 § 3, 1992)



Item E.2.d. – New Business

Palmer Municipal Code 3.16 Sales Tax

In 2011, City of Palmer Sales Tax Revenue accounted for over half (53%) of total general fund revenues. The Adopted 2012 Budget is relying on Sales Tax Revenues to account for over half of the total general fund revenues. The City of Palmer Sales Tax Revenues fund a great deal of the services provided in the City. These services include City Hall, the Police Department, the Fire Department, the Library, Public Works including snow removal, salt and sanding, road painting, crack sealing, janitorial services, summer flowers and gardens, the MTA Event Center, Building and Code Compliance Department, as well as funding for the Visitor Information Center and Museum. The City of Palmer Sales Tax is an important revenue source for the City and its operations.

The current City of Palmer Sales Tax Code, Chapter 3.16, leaves a lot to interpretation. Just as one can see a glass half full or half empty, interpretation of the code can go both ways as well. The administrative staff has sought to interpret the Code to be fair and equitable to all parties. The opportunity to fine tune the City of Palmer Sales Tax Code to be user friendly both to the customer and the administration is a win win situation for all parties involved. It is a step in the right direction towards the goal of improving customer service.

We have a monumental task ahead of us and by no means do we expect to accomplish this in a short term fashion. We hope to have an ongoing discussion throughout 2012 on fine tuning both the Palmer City Sales Tax and Business License Code. This is just the tip of the iceberg and we appreciate your guidance, insight and cooperation to better the City of Palmer.

Ways to Enhance Customer Service and Reduce Administrative Burden

1. Review & Define Language of PMC 3.16.080
Tax Returns
2. Review & Define Language of 3.16.035, B
Services
3. Review & Define Language of 3.16.050, Y, 2.
Sales of pull tabs, and
4. Continue review of PMC 3.16 & 5.04

Advantages to Businesses and City

1. Reduced use of resources and man power will provide savings for the city and businesses
2. Clarification of PMC 3.16.035 B., how it applies to services (manufacturers) will facilitate the proper interpretation for both customer and administration and eliminate conflict and wasted energy by staff
3. Clearly defining PMC 3.16.050 Y. 2. by adding language will benefit customer and administration by reducing time spent attempting to interpret intent of this section
4. Support and build a more user friendly business environment and develop trust and a stronger connection between the City and the business community

Action Steps

1. Revise PMC 3.16.080 A.1. to reduce unnecessary sales tax filings and reduce workload for businesses and City
2. Revise language of PMC 3.16.035 B to benefit the customer and administration, allowing both to have a clear understanding of the code and how to apply it.
3. Revise language of PMC 3.16.050, Y, 2. to include sales of pull tabs, raffles, and games of chance to avoid confusion.
4. Continue review and revision of PMC 3.16 & 5.04 to enhance customer service and benefit administration

1. **3.16.080 Tax returns – Contents – Administration cost and interest for delinquency currently A.1, reads;**

A.1, Except as provided in subsection (A)(2) of this section, every seller, on or before the last business day of each month, shall make out a return for the preceding month, upon forms to be provided by the city, setting forth the amount of all sales, rentals and services, all nontaxable sales, rentals and services, and all taxable sales, rentals and services for the preceding month, the amount of tax thereon, and such other information as the city may require, and sign and transmit the same to the city. A sales tax return, and the related remittance of sales tax, is due and must be received, not merely postmarked, by the city not later than 5:00 p.m. on the last business day of the month immediately following the month for which the return was prepared. The failure of the United States Postal Service or any private delivery service to make timely delivery of a sales tax return or the related remittance of sales tax shall not excuse an untimely filing or remittance.

In order to reduce unnecessary sales tax filings section A.1, should be defined as;

Except as provided in subsection (A)(2) of this section, every seller, on or before the last business day of each filing period, shall make out a return for the preceding month, upon forms to be provided by the city, setting forth the amount of all sales, rentals and services, all nontaxable sales, rentals and services, and all taxable sales, rentals and services for the preceding month, quarter, or calendar year the amount of tax thereon, and such other information as the city may require, and sign and transmit the same to the city. A sales tax return, and the related remittance of sales tax, is due and must be received, not merely postmarked, by the city not later than 5:00 p.m. on the last business day of the month immediately following the period for which the return was prepared. The failure of the United States Postal Service or any private delivery service to make timely delivery of a sales tax return or the related remittance of sales tax shall not excuse an untimely filing or remittance.

Suggested sales tax filing requirements

When considering the restructuring of sales tax filings from monthly to include the option of quarterly and annual filling the Department of Finance would like to suggest the following:

If the annual gross revenue is \$0 to \$1500 - migrate from monthly filing to annual filing

If the annual gross revenue is \$1501 to \$5000 – migrate from monthly to quarterly filing

If the annual gross revenue is \$5001 and above – filing will remain monthly

2. **3.16.035 Transactions in the city.**, currently reads;

B. A service is made within the city if:

1. All or a substantial part of the service is rendered in the city; or
2. The seller maintains a place of business or an agent or employee in the city, the service benefits a person or property in the city, and either the order for the service is received or solicited in the city or payment for the service is received in the city.

The Finance Department found the code is not clearly defined when dealing with the following scenarios.

1. A local business is providing the service of design, fabrication, and powder coating for a business located outside of the city. The design, fabrication, and powder coating is completed within the City and the parts are then shipped to the business outside of the City. Would this service require a City of Palmer sales tax?
2. A freelance writer, who lives in Palmer, is contracted to do a piece for a periodical outside the city. Would this service require a City of Palmer sales tax?
3. A service related business outside of the city provides a service to a business inside the city, but a portion of the work is performed outside of the city. Would this service require a City of Palmer sales tax?

3. **3.16.050 Exceptions.**, currently reads;

The tax levied shall not apply to the following:

Y. Subject to PMC 3.16.050(A), sales, services and rentals made by a seller that has a current, valid 501(c)(3) or 501(c)(4) exemption ruling from the Internal Revenue Service; provided, that this exemption does not apply to the following:

1. Sales, services and rentals occurring at a fair with annual attendance over 50,000 people,
2. Sales of pull tabs, and
3. Sales, services or rentals made on a regular basis from a fixed location that is open more than 20 hours per week;

The Finance Department found the code is vague and not clearly defined when dealing with non-profits and the following scenarios.

1. Several non-profits are raffling off items by selling raffle tickets taxable according to PMC 3.16.040 I. However PMC 3.16.050 Y. 2. relating to non-profits reads "Sales of pull tabs, and". Should the Non-Profit collect sales tax for sales of raffle tickets or should the language of PMC be changed?

Special Event Permit

In being fair and equitable for both the special event vendors and the local business owners, the Finance Department would like to suggest the city offer vendors a special event permit. This permit would be offered to vendors attending events 1 to 3 days in duration, and the collection of sales tax would still be required. The reason for collection of sales tax and not a flat fee for the permit and sales tax is to make it fair and equitable for all vendors. Different vendors have varying levels of sales depending upon the cost of the product or service and the volume of sales. If there is a flat fee for both the permit and sales tax, how would the collection of the sales tax occur?

The fee for the permit would be based on either the duration of the event or the number of days a vendor plans on attending the event. Friday Fling and Alaska State Fair vendors would not be eligible to apply for this permit due to the duration of the events. Eligible vendors would include those who attend Colony Days, the Garden Show, Colony Christmas, and all other 1 to 3 day events held within the city.

Suggested fee/s:

One day permit \$10.00 with the collection of 3% City of Palmer Sales Tax

This would allow attendance of 1day

Two to three day attendance \$15.00 with the collection of 3% City of Palmer Sales Tax This would allow attendance of 1 to 3 days

Note:

The permit would only cover the duration of the event and date/s applied for. If the vendor plans to attend more than one event they may choose to apply for an annual business license rather than the permit/s. If they choose to have an annual business license they will be required to file monthly sales tax even if zero revenue.

Non-Profit Sponsored Events:

Who is responsible for ensuring that all vendors at sponsored events purchase business licenses? Should it be the responsibility of the non-profit agency to collect this permit fee from their vendors and remit to the City or is the City responsible for collection? The majority of these events take place at Raven Hall on a weekend. Currently there are three gun shows at Raven Hall in the next 6 weeks. These types of events are difficult for the City to police. The majority of the time we do not know about them until after the fact. We are open to ideas and suggestions but our current sales tax staff consists of one individual. Does the City need a code compliance officer?

Note:

These are only suggestions in order to open discussion regarding sales tax filing. Further review will have to consider the revenue generated by sales tax and how changes to the Code will affect the city's budget and cash flow.

FINANCE DIRECTOR ISSUES AND OBSERVATIONS

Business License

Is a vendor license required in addition to a business license when applicable?

If business penalized as ordinance violator, how is that done? Written citation or other?

What action can be taken if business does not comply with business license requirements and/or has license revoked and still operates business within City of Palmer?

Mail order websites are not obtaining business licenses or paying sales tax.

Should we be policing State of Alaska by requiring current State of Alaska business license to obtain City of Palmer business license?

Sales Tax

Should receipt be required by seller that lists amount of sale and appropriate tax? (Section 3.16150 unclear) If not, how do you audit business?

How far back can City audit? (Section 3.16.087 mentions that city can adjust return within "three years of the original due date of the return" but Section 3.16.180 mentions "unless the city proves a greater liability within six years from the date the final estimate is established".

City's only recourse for delinquent or unpaid tax is to place lien upon taxpayer. Should there be penalty first?

ON-LINE BILL PAYMENTS

IMPORTANT: Our financial software vendor has notified me that our software is not capable of accepting sales tax payments for unknown amounts. In addition, customers would not have option to pay by check on-line. (see attached)

Intital Set Up Fee	\$ 3,560
Annual Support Fee	<u>2,760</u>
	6,320

Credit card fees will vary depending on the amount of each charge. We anticipate the credit card fees to be between 2% to 3%. As such, our annual charges will vary depending on the number of charges. Our current annual fees for accepting credit card paments for utilities are approximately \$25,000. Accepting on-line payments would probably increase our annual charges by \$10,000 to \$20,000.

Notes: The above includes only known charges. There could be additional set-up charges depending on the complexity and the structure of our setup.

Brant Mursch

From: Hughes, Carrie [Carrie.Hughes@tylertech.com]
Sent: Wednesday, February 15, 2012 9:44 AM
To: Brant Mursch
Subject: RE: Payment by Check
Attachments: Insite Survey 3.0 .doc

Hello, Brant –

Not a problem – thanks for reaching out.

We aren't able to handle the sales tax scenario you previously wrote about. Also, we do not allow for pay-by-check over the website, and only debit cards if they are a Visa or Mastercard.

Attached is a document that provides a bit more detail on this solution. It's used during implementation but has a lot of information that explains how the solution works.

Hope it helps.

Carrie Hughes
Account Representative
Tyler Technologies, Inc.

800-328-0310 x141026
Fax: 425-254-1402
www.tylertech.com



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This email and any files transmitted with it are confidential and intended solely for **Brant Mursch**. If you are not the named addressee you should not disseminate, distribute, copy or alter this email. Any views or opinions presented in this email are solely those of the author and might not represent those of Tyler Technologies. Warning: Although Tyler Technologies has taken reasonable precautions to ensure no viruses are present in this email, the company cannot accept responsibility for any loss or damage arising from the use of this email or attachments.

From: Brant Mursch [<mailto:bmursch@palmerak.org>]
Sent: Wednesday, February 15, 2012 9:37 AM
To: Hughes, Carrie
Subject: Payment by Check

Hi Carrie,

Hate to bother you again. Would on-line bill payment allow for payment by check and/or debit cards. If so, what is the approximate cost? Thanks.

Brant Mursch, CPFO
Director of Finance
City of Palmer
231 W. Evergreen Ave.
Palmer, AK 99645
(907) 761-1303
bmursch@palmerak.org

Brant Mursch

From: Brant Mursch
Sent: Wednesday, February 15, 2012 8:28 AM
To: 'Hughes, Carrie'
Subject: RE: Insite Pricing.

Hi Carrie,

I notice that the on-line payment demo only shows payment for bills that have been issued. Is it possible to have on-line payment for items (e.g. sales tax) that are not known until the payment is made. For sales tax, a taxpayer would have to complete an on-line worksheet to determine the tax amount and then pay the appropriate tax. Thanks.

Brant Mursch
Finance Director
City of Palmer, AK

From: Hughes, Carrie [mailto:Carrie.Hughes@tylertech.com]
Sent: Wednesday, January 25, 2012 11:04 AM
To: Brant Mursch
Subject: RE: Insite Pricing.

My apologies –

Yes, the username is demo@tylertech.com and the password is demo123.

If you need anything else, please let me know.

Thank you!

From: Brant Mursch [mailto:bmursch@palmerak.org]
Sent: Wednesday, January 25, 2012 11:59 AM
To: Hughes, Carrie
Subject: RE: Insite Pricing.

Hi Carrie,

You misunderstood my problem. I cannot login into the demo. Do you have password I can use?

From: Hughes, Carrie [mailto:Carrie.Hughes@tylertech.com]
Sent: Wednesday, January 25, 2012 10:57 AM
To: Brant Mursch
Subject: RE: Insite Pricing.

Hi Brant

That online demo doesn't allow for that function, but it is standard with the product solution. The forms and reports would need to be linked/available for download from your city's web pages.

Thanks!



Item E.2.e. – New Business

Palmer Municipal Code 5.04 Business Licenses

**Excerpts from Council Minutes Regarding Special Event Licensing
to be Included in Business Licenses**

November 23, 2010

Verda Lewis, owner, Verda's Cakes and Things:

- submitted proposed changes to the City's business license requirements; and
- recommended Council review and implement the proposed changes.

Council Member Brown:

- requested support to instruct the Board of Economic Development to review the sales tax, and business licenses section of the Code, and the issues addressed in Ms. Lewis' letter and return a report to the Council no later than June 1, 2011. Council Member Best offered support.

Palmer Municipal Code Chapter 5.04 Business Licenses

5.04.010 Definitions.

In this chapter, unless the context requires otherwise:

- A. "Business" means a for profit or nonprofit entity engaging or offering to engage in a trade, a service, a profession, or an activity with the goal of receiving a financial benefit in exchange for the provision of services, or goods or other property;
- B. "Department" means the department of administration;
- C. "Director" means the director of the department of administration;
- D. "Licensee" means the person to whom a business license is issued pursuant to this chapter;
- E. "Person" includes an individual, firm, partnership, joint venture, association, corporation, estate trust, business trust, receiver, or any group or combination acting as a unit;
- F. "State fair business license" means a temporary business license issued by the city to a person for the sole purpose and privilege of engaging in business at the Alaska State Fair Grounds during the Alaska State Fair;
- G. "Seller" shall have the same meaning given in PMC [3.16.020](#). (Ord. 10-017 § 3, 2011; Ord. 209 § 4, 1978; Ord. 166 § 1, 1972; 1978 code § 3.12)

5.04.020 License – Required – Application.

- A. For the privilege of engaging in business in the city, a person shall first apply on forms required by the department of administration, obtain a license to do so, and pay the license fee provided in PMC [5.04.070](#). A license issued for a particular line of business covers all of a licensee's operations in the city for that line of business, regardless of the number of its establishments.
- B. An application for a city business license shall be made to the director on a form approved by the director and shall be accompanied by the following:
 - 1. An application fee established in the current, adopted budget;
 - 2. Proof that the applicant has the following:
 - a. A current state of Alaska business license;
 - b. Any other license as may be required by the city or state, such as occupational or professional licensing requirements;
 - 3. The business address and telephone number to be used by the applicant for the business to be operated pursuant to the license;
 - 4. A complete description of the type(s) of goods and/or services that shall be offered under the business license.
- C. No business license shall be issued unless a person is compliant with the requirements of this chapter and is current in the payment and collection of sales taxes, or any other payments, fees, taxes, charges, penalties, interest, or other amounts that are due and owing to the city except as provided in this subsection. The department may issue a license to an applicant who does not meet the requirements of this section or who has a history of noncompliance with the code if such applicant posts a bond, furnishes a statement of net worth or additional security to ensure the full and prompt payment of all fees, taxes, charges, penalties, interest or other amounts due the city.
- D. Each person who obtains or is required to obtain a business license in accordance with this chapter consents to the inspection of that person's state business license, application, or other business records as necessary in order to facilitate the accomplishment of the

provisions and objectives of this chapter. (Ord. 10-017 § 3, 2011; Ord. 166 § 1, 1972; 1978 code § 3.1)

5.04.030 License – Renewal.

Application for renewal of a license and payment of the initial fee shall be made before February 1st of each year. (Ord. 10-017 § 3, 2011; Ord. 166 § 1, 1972; 1978 code § 3.2)

5.04.040 License – Duration.

A business license is issued for the calendar year for which an application is received and shall expire on December 31st of the calendar year for which it was issued. Upon expiration, a business license shall be renewed pursuant to PMC [5.04.030](#). (Ord. 10-017 § 3, 2011; Ord. 166 § 1, 1972; 1978 code § 3.3)

5.04.050 Display of business license.

The city business license must be prominently displayed in all locations where the seller conducts business, including temporary locations. A licensee with no permanent place of business shall display the license upon request. (Ord. 10-017 § 3, 2011)

5.04.060 License – Compliance with other provisions required.

A person engaging in a business subject to licensing provisions of a regulatory nature must, in addition to filing the regular application required by this chapter, comply with any other or additional regulatory provisions before being entitled to a license. (Ord. 10-017 § 3, 2011; Ord. 166 § 1, 1972; 1978 code § 3.4. Formerly 5.04.050)

5.04.070 License – Fee.

The license fee, established in the current, adopted budget, shall be paid to the city for each business license and shall be applicable for the calendar year in which the fee is paid, or any part thereof. If payment is made by check, bill of exchange, or note which is later returned by the drawee as uncollectible because of insufficient funds or is dishonored by the drawee for any reason, the dishonor is prima facie evidence of nonpayment of the license fee. In event of nonpayment, the applicant shall be subject to additional penalty as prescribed by PMC [5.04.080](#). (Ord. 10-017 § 3, 2011; Ord. 07-029 § 14, 2007; Ord. 487 § 3, 1995; Ord. 166 § 1, 1972; 1978 code § 3.5. Formerly 5.04.060)

5.04.080 License – Failure to apply – Penalty.

- A. Failure to file a business license application or pay the license fee as prescribed by this chapter shall result in a penalty. The amount of penalty shall be prescribed in the current, adopted budget and shall be due at the same time a license fee is due.
- B. Failure to pay a penalty at the time the fee for the license is made may result in denial of a license application.
- C. In case of delinquency in the payment of any fee or penalty due under this chapter, the legal rate of interest shall be assessed. (Ord. 10-017 § 3, 2011; Ord. 07-029 § 15, 2007; Ord. 166 § 1, 1972; 1978 code § 3.6. Formerly 5.04.070)

5.04.090 Surrender of license.

- A. A business license must be surrendered to the city by the licensee to whom it was issued immediately upon the licensee ceasing to do business.

- B. If there is a change in ownership or form of organization, such as from a sole proprietorship to a partnership or a corporation, the admission or withdrawal of a partner, or any other change in the ownership structure, the licensee making such change shall surrender the current city business license to the city for cancellation. The successor owner shall be required to file a new application for a city business license pursuant to PMC [5.04.020](#) and upon approval, a new city business license will be issued. (Ord. 10-017 § 3, 2011)

5.04.100 City manager regulation promulgation authority.

The city manager may, with the approval of the council, promulgate regulations necessary to determine and collect fees imposed and to otherwise enforce the provisions of this chapter. (Ord. 10-017 § 3, 2011; Ord. 166 § 1, 1972; 1978 code § 3.7. Formerly 5.04.080)

5.04.110 Unlawful acts designated.

It is unlawful for a person to:

- A. Willfully evade the licensing provisions of this chapter;
- B. Fail to make an application for license or fail to keep or produce any records required under this chapter or by regulation;
- C. Make a false or fraudulent return or false statement with intent to defraud the city or evade payment of the fee; or
- D. Aid or abet another in an attempt to evade payment of the fee. (Ord. 10-017 § 3, 2011; Ord. 166 § 1, 1972; 1978 code § 3.8. Formerly 5.04.090)

5.04.120 False statements by agents prohibited.

It is unlawful for an executive officer or agent of a corporation or agent of a person to make or permit to be made for his or her principal a false return or false statement in answer to an inquiry from the director of administration with intent to evade the payment of the fee or to comply with the provisions of this chapter. (Ord. 10-017 § 3, 2011; Ord. 166 § 1, 1972; 1978 code § 3.9. Formerly 5.04.100)

5.04.130 Violation – Penalty.

Any person violating any requirement of this chapter or any regulation adopted pursuant thereto shall be penalized as an ordinance violator. Nothing in this section shall be construed to limit, but may be in addition to, any other remedy available under this chapter, at law or at equity to enforce violations of this chapter. (Ord. 10-017 § 3, 2011; Ord. 209 § 3, 1978; Ord. 166 § 1, 1972; 1978 code § 3.10. Formerly 5.04.110)

5.04.140 Violation – Testimony required – Compromise.

In a prosecution for a violation under this chapter, no person otherwise competent as a witness is privileged to refuse to testify on the grounds that his or her testimony may incriminate him or her; however, no indictment or prosecution shall afterwards be brought against the witness on account of an offense or transaction concerning which he testifies as a witness. In a prosecution under this chapter, the city attorney may, with the consent of the city council, compromise the case by accepting from the defendant a sum not less than the fee, penalties and interest provided in PMC [5.04.080](#) and costs of such prosecution. (Ord. 10-017 § 3, 2011; Ord. 166 § 1, 1972; 1978 code § 3.11. Formerly 5.04.120)

5.04.150 License – Suspension or revocation.

- A. The city manager, or designee, may suspend or revoke a business license if a licensee is in violation of any requirement of this chapter, code, or any regulation adopted pursuant thereto pursuant to the notice requirements of PMC [5.04.160](#).
- B. The city manager, or designee, may immediately suspend the license of a licensee who is delinquent in the remittance of sales tax or sales tax returns under Chapter [3.16](#) PMC, Sales Tax. A suspension issued under this subsection shall be effective immediately upon the giving of written notice of suspension for failure to remit and pay city sales taxes to the licensee. A license suspended under this subsection shall be lifted upon the licensee's compliance with the city sales tax requirements, including remittance and payment of all delinquent sales taxes, sales tax returns, interest and penalties. (Ord. 10-017 § 3, 2011)

5.04.160 License – Suspension or revocation – Notice.

- A. The city manager, or designee, may not suspend or revoke a business license without first providing the licensee at least 30 days' written notice of the intent to suspend or revoke the business license and an opportunity for a hearing on the suspension or revocation, except as provided in PMC [5.04.150](#)(B).
- B. The notice required under this section shall be as follows:
 - 1. Notice of the proposed revocation or suspension shall be made in writing and mailed via certified mail, return receipt requested, to the last known address of the licensee.
 - 2. Notice of the proposed revocation or suspension shall contain the name and address of the licensee, the name of the business for which the license was issued, and describe the reason for the revocation or suspension with citation to the relevant code provision, if applicable, and the name, address and telephone number of the city representative to contact concerning the proposed revocation or suspension.
 - 3. The notice of suspension or revocation shall also contain a statement advising licensee of his right to request a hearing to challenge the proposed suspension or revocation pursuant to subsections (C) and (D) of this section.
- C. The licensee has a right to a hearing on the proposed revocation or suspension by requesting a hearing in writing to the city representative identified in the notice of suspension or revocation not more than 30 days after the date of the notice of proposed revocation or suspension. Within 10 days of receipt of a written request for a hearing, the city manager, or his designee shall schedule a hearing on the proposed suspension or revocation pursuant to PMC [5.04.170](#).
- D. Failure to request a hearing within 30 days of receipt of a notice of suspension or revocation constitutes a waiver of any further rights to appeal under this chapter and the decision of the city manager shall become final 30 days after the date of notice given pursuant to subsection (B) of this section. (Ord. 10-017 § 3, 2011)

5.04.170 License – Suspension or revocation – Hearing.

- A. A hearing requested pursuant to PMC [5.04.160](#) shall be held before the city manager, or designee. This hearing shall be recorded, conducted in an informal manner, and shall not be bound by the formal rules of evidence.
- B. The purpose of the hearing shall be to determine whether good cause exists for suspending or revoking a license issued under this chapter. Good cause exists when it is determined that the licensee is in violation of the requirements of this chapter or any other requirement of this code.

- C. The licensee has the right to appear, present evidence, and examine and/or cross-examine witnesses for the purpose of establishing that licensee is not in violation of the requirements of this chapter. The city manager, or designee, has the right to cross-examine any witnesses presented by the licensee.
- D. Failure of the licensee to appear at the time set for a hearing requested under this section, except for good cause shown, shall result in a waiver of any further appeal rights and the decision of the city manager becomes final.
- E. Within 10 days following the conclusion of the hearing, the city manager, or designee, shall issue a written decision whether to suspend or revoke the license which contains written findings in support of the decision based upon the evidence presented at the hearing. A written decision to suspend or revoke a business license issued pursuant to this chapter shall advise the licensee of his or her right to appeal the decision pursuant to PMC [5.04.180](#). A copy of the decision shall be provided to the licensee via certified mail, return-receipt requested, and shall take effect immediately upon its issuance. (Ord. 10-017 § 3, 2011)

5.04.180 Appeals to superior court.

- A. A licensee may appeal a decision made pursuant to PMC [5.04.170](#) not later than 30 days following the date of written notice of the decision from the city manager. Failure to appeal a decision made pursuant to PMC [5.04.170](#) within 30 days of the date of notice constitutes a waiver of his or her appeal rights and the city manager's decision becomes final.
- B. Appeals from the written decision of the hearing officer shall be made to the superior court for the state of Alaska, in Palmer, Alaska. The hearing before the superior court shall be treated as an administrative appeal heard solely on the record and shall be governed by Part VI of the Alaska Court Rules of Appellate Procedure (Superior Court as an Appellate Court), as amended.
- C. A licensee bringing an appeal under this section shall be responsible for the costs to prepare a transcript and record of the hearing conducted in accordance with PMC [5.04.170](#). Upon receipt of a notice of appeal, the director of administration shall estimate the cost of preparing the transcript of the hearing and compiling the record on appeal. The licensee shall deposit the estimated costs for preparation of the transcript and record with the director in advance of preparation of the transcript and record. The director shall refund any excess deposit or charge to the business owner for costs exceeding the deposit. (Ord. 10-017 § 3, 2011)

Verda's Cakes & Things

525 N. Begich Dr.

Wasilla Alaska 99654

Ph# 907-357-1111 Fax# 907-357-1115

Re: Business License and Sales Tax,

11-23-2010

Sales Tax:

No cap on all retail sales

All transactions made within the city limits would be taxable, regardless if the merchandise is delivered out of the city limits or mailed to a customer out of city limits.

Rental Tax:

Residential tax would remain capped at one thousand dollars.

Commercial property would not have a cap.

Business License:

After the original license is purchased of twenty five dollars business license' would be free as long as the business is NEVER delinquent on paying their taxes.

Friday Fling and Craft Fairs:

Issue a permit for these events not a license.

Friday Fling would be twenty five dollars for the summer.

One day craft fair would be fifteen dollars.

Weekend events twenty five dollars.

The advantage would be to the city. The city would not have to maintain dormant accounts. This can be done with less labor and no loss to revenue.

*Thank You
Verda Lewis*