



Homer City Hall
491 E. Pioneer Avenue
Homer, Alaska 99603
www.cityofhomer-ak.gov

City of Homer Agenda

**City Council Regular Meeting
Monday, June 28, 2021 at 6:00 PM**

City Hall Cowles Council Chambers via Zoom Webinar

Dial: +1 669 900 6833 or +1 253 215 8782 or Toll Free 877 853 5247 or 888 788 0099

Webinar ID: 205 093 973 Password: 610853

CALL TO ORDER, PLEDGE OF ALLEGIANCE

AGENDA APPROVAL (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual, pg. 6)

MAYORAL PROCLAMATIONS AND RECOGNITIONS

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

RECONSIDERATION

CONSENT AGENDA (Items listed below will be enacted by one motion. If a separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Meeting Agenda at the request of a Councilmember.)

- a. Homer City Council Unapproved Special and Regular Meeting Minutes for June 14, 2021. City Clerk. Recommend Adoption.
- b. Memorandum 21-104 from Mayor Castner re: Reappointment of Roberta Highland and Scott Smith to the Planning Commission. Recommend approval.
- c. Memorandum 21-105 from City Clerk re: Liquor License Renewal for American Legion Post #16 and Boardwalk Fish and Chips. Recommend approval.
- d. Ordinance 21-37, An Ordinance of the City Council of Homer, Alaska Accepting and Appropriating a State of Alaska Department of Public Safety Coronavirus Emergency Supplemental Funding Program Grant in the Amount of \$28,584.31 for Reimbursement for the Purchase of Respirators, and Cleaning and Sanitizing Equipment. City Manager/Police Chief. Recommended dates Introduction June 28, 2021 Public Hearing and Second Reading July 26, 2021.

Memorandum 21-106 from Police Chief as backup.

- e. Ordinance 21-38, An Ordinance of the City Council of Homer, Alaska Amending the FY2021 Capital Budget by Appropriating \$150,000 from the Homer Accelerated Roads and Trails (HART) Fund for the Implementation of the Iris Court Drainage Improvement Project. City Manager/Public Works Director. Recommended dates Introduction June 28, 2021 Public Hearing and Second Reading July 26, 2021.

Memorandum 21-107 from Public Works Director as backup.

- f. Ordinance 21-39, An Ordinance of the City Council of Homer, Alaska Amending the FY 2021 Capital Budget by Appropriating an Additional \$180,657 from the Homer Accelerated Roads and Trails (HART) Fund for the Design of Phase 1 of the Mt. Augustine Road Drainage Improvement Project. City Manager/Public Works Director. Recommended dates Introduction June 28, 2021 Public Hearing and Second Reading July 26, 2021.

Memorandum 21-108 from as Public Works Director as backup.

- g. Ordinance 21-40, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 2.08.120 Teleconference-Limitations. City Clerk. Recommended dates Introduction June 28, 2021 Public Hearing and Second Reading July 26, 2021.

Memorandum 21-109 from City Clerk as backup.

- h. Ordinance 21-42, An Ordinance of the City Council of Homer, Alaska Authorizing the City Manager to Expand a Non-Exclusive Public Utility Easement on the Homer Spit and Authorizing the City Manager to Negotiate and Enter into an Agreement with Alaska Communications Internet, LLC (ACS) for Payment to the City in the amount of Seventy Five Thousand Dollars (\$75,000) as Compensation for the City's Efforts in Expanding the Easement and for Past use of the Property without Authorization by ACS. City Manager/Port Director. Recommended dates Introduction June 28, 2021 Public Hearing and Second Reading July 26, 2021.

Memorandum 21-111 from Port Director as backup.

- i. Resolution 21-046, A Resolution of the City Council of Homer, Alaska (hereinafter Municipality) Accepting Coronavirus State and Local Recovery Funds Award to Non-Entitlement Units of Local Government (NEUs) from the Alaska Department of Commerce, Community and Economic Development (hereinafter Department). City Manager. Recommend adoption.

Memorandum 21-118 from City Manager as backup.

- j. Resolution 21-047, A Resolution of the City Council of Homer, Alaska Awarding the Contract for the Homer Harbor Commercial Barge Ramp Repair Project and Spit ADA Parking Pads Project to Dutch Boy Landscaping and Paving of Homer, Alaska in the Amount of \$49,100 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director. Recommend Adoption.

Memorandum 21-115 from Public Works Director as backup.

- [k.](#) Resolution 21-048, A Resolution of the City Council of Homer, Alaska Awarding the Contract for the Woodard Creek Culvert Project to Qayaq Construction LLC of Wasilla, Alaska in the amount of \$324,997 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/ Public Works Director. Recommend adoption.

Memorandum 21-116 from Public Works Director as backup.

- [l.](#) Resolution 21-049, A Resolution of the City Council of Homer, Alaska Adopting Joint Resolution 2101-001 of the Assembly of the Kenai Peninsula Borough and Councils of the Cities of Homer, Kenai, Seldovia, Seward, and Soldotna for the Purpose of Intergovernmental Administration of Borough and City Elections. City Clerk. Recommend adoption.
- [m.](#) Resolution 21-050, A Resolution of the City Council of Homer, Alaska Amending the Port and Harbor Advisory Commission Bylaws Article V-Meetings to amend Section 1 Meeting Schedule and Removing Sections 2 and 3 Related to Task Scheduling. City Clerk. Recommend adoption.

VISITORS

- a. Unified Command Report (20 minutes)

ANNOUNCEMENTS / PRESENTATIONS / REPORTS (5 Minute limit per report)

- a. Committee of the Whole Report
- b. Mayor's Report
- c. Borough Report
- d. Planning Commission
 - [i.](#) Planning Commission Report
- e. Parks Art Recreation and Culture Advisory Commission
- f. Port and Harbor Advisory Commission
- g. Public Works Campus Task Force

PUBLIC HEARING(S)

- [a.](#) Ordinance 21-32, An Ordinance of the Homer City Council Appropriating Funds for the Fiscal Years 2022 and 2023 for the General Fund, the Water Fund, the Sewer Fund, the Port/Harbor Fund, and Internal Service Funds. City Manager. Introduction May 24, 2021, Public Hearing June 14 and 28, Second Reading June 28, 2021.

Ordinance 21-32(S), An Ordinance of the Homer City Council Appropriating Funds for the Fiscal Years 2022 and 2023 for the General Fund, the Water Fund, the Sewer Fund, the Port/Harbor Fund, and Internal Service Funds. City Manager.

Memorandum 21-087 from City Manager as backup.

- b. Ordinance 21-36, An Ordinance of the City Council of Homer, Alaska Adopting the Fiscal Years 2022 and 2023 Capital Budget. City Manager. Introduction June 14, 2021 Public Hearing and Second Reading June 28, 2021.

Ordinance 21-36(S), An Ordinance of the City Council of Homer, Alaska Adopting the Fiscal Years 2022 and 2023 Capital Budget. City Manager.

Memorandum 21-101 from City Manager as backup.

- c. Resolution 21-038(S), A Resolution of the City Council of Homer, Alaska Amending the Homer Fee Schedule Under **Administration Fees**, City Clerk Fees and Planning and Zoning Fees. City Clerk. Follows Ordinance 21-32.

Memorandum 21-095 from City Clerk as backup.

Memorandum 21-083 from City Clerk as backup.

- d. Resolution 21-039(S), A Resolution of the City Council of Homer, Alaska Amending the Homer Tariff No. 1 under **Rule 12- Parking** Rule 26-Fish Dock Rates, Rule 35-Upland Storage, and Rule 35-Fish Disposal/Grinding and Fees. Follows Ordinance 21-32.

Memorandum 21-096 from City Clerk as backup.

Memorandum 21-084 from City Clerk as backup.

- e. Ordinance 21-33, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Chapter 7.20 Snowmachines to include All-Purpose Vehicles. Aderhold. Recommended dates Introduction June 14, 2021 Public Hearing and Second Reading June 28, 2021.

Memorandum 21-091 from City Manager as backup.

- f. Ordinance 21-34, An Ordinance of the City Council of Homer, Alaska Amending the 2021 Capital Budget and Authorizing the Expenditure of \$287,692 from the Homer Accelerated Water and Sewer Program to Complete the Tasmania Court Sewer Improvement Project. City Manager/Public Works Director. Introduction June 14, 2021 Public Hearing and Second Reading June 28, 2021.

Memorandum 21-092 from Public Works Director as backup.

- g. Ordinance 21-35, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 4.10.030 Review of Candidate Qualifications, 4.35.040 Certification of Election, 4.45 Election Recount, and 4.50 Election Contest. Aderhold/Smith/Hansen-Cavazos. Introduction June 14, 2021 Public Hearing and Second Reading June 28, 2021.

Memorandum 21-113 from City Clerk as backup.
Memorandum 21-093 from Councilmembers as backup.

ORDINANCE(S)

- a. Ordinance 21-41, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 21.18.020, Central Business District, 21.24.020 General Commercial 1, 21.26.020 General Commercial 2, 21.27.020 East End Mixed Use, 21.62.020 Marijuana Cultivation, Manufacturing, Testing, and Retail Facilities to Include a Consumption Endorsement as Defined by State Law. Planning Commission. Introduction June 28, 2021 Public Hearing and Second Reading July 26, 2021.

Memorandum 21-110 from City Planner as backup.

- b. Ordinance 21-43, An Ordinance of the City Council of Homer, Alaska Submitting a Ballot Question of Limitation of Terms for the Mayor and City Council Members at the October 5, 2021 Regular Municipal Election. Evensen/Mayor. Introduction June 28, 2021 Public Hearing and Second Reading July 26, 2021.

Memorandum 21-112 from City Clerk as backup.

CITY MANAGER'S REPORT

- a. City Manager's Report

PENDING BUSINESS

- a. Ordinance 21-26, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 10.08.210 Vessel Speed Limits, Renaming the Section, Extending the No Wake Zone throughout City Tidelands, and Closing Louie's Lagoon and the Entrance to Beluga Slough to Motorized Vessels and Amending the FY21 Operating Budget to Authorize Expenditure of up to \$2,000 for Motorized Vessel Regulation Changes. Lord. Introduction April 26, 2021 Public Hearing and Second Reading May 10 **June 28**, 2021

Memorandums from Commissions as backup.

Memorandum 21-070 from Councilmember Lord as backup.

- b. Resolution 20-077(S), A Resolution of the City Council of Homer, Alaska Adopting a Reserve Fund Policy for the Collection and Use of Water and Sewer Depreciation Reserve Funds **Capital Asset Repair And Maintenance Allowance Fund**. Lord/Aderhold. (Postponed from April 26, 2021)

Memorandum 21-114 from Public Works Director as backup.

Memorandum 21-074 from Public Works Director as backup.

Memorandum 21-042 from Public Works Director as backup.

Memorandum 20-205 from Public Works Director as backup.

Memorandum 20-165 from Finance Director as backup.

NEW BUSINESS

RESOLUTIONS

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY ATTORNEY

COMMENTS OF THE CITY CLERK

COMMENTS OF THE CITY MANAGER

COMMENTS OF THE MAYOR

COMMENTS OF THE CITY COUNCIL

ADJOURNMENT

Next Regular Meeting is Monday, July 26, 2021 at 6:00 p.m., Committee of the Whole at 5:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Session 21-14 a Special Meeting of the Homer City Council was called to order on June 14, 2021 by Mayor Ken Castner at 3:30 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

PRESENT: COUNCILMEMBER ADERHOLD, EVENSEN HANSEN-CAVASOS, LORD, SMITH, VENUTI

STAFF: CITY MANAGER DUMOUCHEL
CITY CLERK JACOBSEN
PUBLIC WORKS DIRECTOR KEISER

AGENDA APPROVAL (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual, pg. 6)

LORD/VENUTI MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA (3 minute time limit)

PENDING BUSINESS

NEW BUSINESS

- a. Memorandum 21-103 from City Clerk re: Request for Executive Session Pursuant to AS 44.62.310 (C)(1 & 3) Matters, the Immediate Knowledge of Which would Clearly have an Adverse Effect upon the Finances of the Government Unit, Pending Litigation, and Attorney/Client Privilege. (VanZant et al vs City of Homer 3HO-20-00251 CI)

LORD/VENUTI MOVED TO RECESS INTO EXECUTIVE SESSION PURSUANT TO AS 44.62.310 (C)(1 & 3) MATTERS, THE IMMEDIATE KNOWLEDGE OF WHICH WOULD CLEARLY HAVE AN ADVERSE EFFECT UPON THE FINANCES OF THE GOVERNMENT UNIT, PENDING LITIGATION, AND ATTORNEY/CLIENT PRIVILEGE, REGARDING VANZANT ET AL VS CITY OF HOMER.

Mayor Castner noted for the record that City Manager Dumochel, Public Works Director Keiser, City Attorney Gatti and Attorney Bowman from JDO, and Jim Wilkins with AMLJIA will attend the executive session.

There was no further discussion.

VOTE: YES: VENUTI, SMITH, ADERHOLD, LORD, EVENSEN, HANSEN-CAVASOS

Motion carried.

Council recessed into executive session at 3:34 p.m.

Mayor Castner reconvened the meeting at 4:46 p.m.

Councilmember Lord reported that Council met in executive session with attorneys and staff to discuss VanZant et al vs City of Homer, and directed them to continue with the pretrial order.

COMMENTS OF THE AUDIENCE

ADJOURN

There being no further business to come before the Council Mayor Castner adjourned the meeting at 4:47 p.m. The next Regular Meeting is Monday, June 28, 2021 at 6:00 p.m., Committee of the Whole at 5:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Melissa Jacobsen, MMC, City Clerk

Approved: _____

Session 21-15 a Regular Meeting of the Homer City Council was called to order on June 14, 2021 by Mayor Ken Castner at 6:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

PRESENT: COUNCILMEMBER ADERHOLD, EVENSEN HANSEN-CAVASOS, LORD, SMITH, VENUTI

STAFF: CITY MANAGER DUMOUCHEL
CITY CLERK JACOBSEN
FINANCE DIRECTOR WALTON
PUBLIC WORKS DIRECTOR KEISER
CITY PLANNER ABBODD
PERSONNEL DIRECTOR BROWNING
CITY ATTORNEY GATTI

AGENDA APPROVAL (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual, pg. 6)

Mayor Castner announced the supplemental items- Public Hearings: Ordinance 21-29, An Ordinance of the City Council of Homer, Alaska Amending HCC 2.08.030 to Designate Seats for Council Members Elected at Large from within the Boundaries of the City, and HCC 4.35.020 Votes Required to Amend the Percentages of Votes Required to be Elected. Smith/Hansen-Cavasos. Memorandum 21-094 changed to number 21-103 to correct a duplication, and written public comments Resolutions: Resolution 21-045, A Resolution of the City Council of Homer, Alaska Acknowledging the Sufficiency of the Tasmania Court Sewer Improvement Special Assessment District, Approving the Improvement Plan and Estimated Cost of Improvement and Assessment Methodology, Authorizing the City Manager to Apply for a Loan from the Alaska Department of Environmental Conservation Clean Water Fund to Finance the Project, and Authorizing the City Manager to enter into a Sole-Source Contract with Bishop Engineering for the Design of the Sewer Project. City Manager/Public Works Director. Memorandum 21-104 from City Clerk as backup.

LORD/VENUTI MOVED TO APPROVE THE AGENDA AS AMENDED.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

MAYORAL PROCLAMATIONS AND RECOGNITIONS

Mayor Castner announced and congratulated the winners of the Homer Steps Up contest. The City of Homer won the large team category and Harbor School of Music won the small team category.

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

RECONSIDERATION

CONSENT AGENDA (Items listed below will be enacted by one motion. If a separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Meeting Agenda at the request of a Councilmember.)

- a. Homer City Council Unapproved Meeting Minutes for May 24, 2021. City Clerk. Recommend adoption.
- b. Memorandum 21-088 from Mayor Castner re: Appointment of Richard Chiappone to the Planning Commission and Ian Pitzman to the Port and Harbor Advisory Commission. Recommend approval.
- c. Memorandum 21-089 from City Clerk Re: Travel Authorization for Mayor Castner and Councilmember Aderhold to Attend the AML Summer Legislative Conference on August 4-6, 2021 in Fairbanks Alaska. Recommend approval.
- d. Memorandum 21-090 from City Clerk Re: Approval of Filing Roadway Dedication for a Portion of Easy Street between City Owned Parcels. Recommend approval.
- e. Ordinance 21-33, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Chapter 7.20 Snowmachines to include All-Purpose Vehicles. Aderhold. Recommended dates Introduction June 14, 2021 Public Hearing and Second Reading June 28, 2021.

Memorandum 21-091 from City Manager as backup

- f. Ordinance 21-34, An Ordinance of the City Council of Homer, Alaska Amending the 2021 Capital Budget and Authorizing the Expenditure of \$287,692 from the Homer Accelerated Water and Sewer Program to Complete the Tasmania Court Sewer Improvement Project. City Manager/Public Works Director. Recommended dates Introduction June 14, 2021 Public Hearing and Second Reading June 28, 2021.

Memorandum 21-092 from Public Works Director as backup

- g. Resolution 21-040, A Resolution of the City Council of Homer, Alaska Approving new one-year Contracts with Premera Blue Cross, VSP, and Prudential with a Renewal Date of August 1, 2021. City Manager. Recommend Adoption.

Memorandum 21-097 from Personnel Director as backup
Memorandum 21-101 from Employee Committee as backup

- h. Resolution 21-041, A Resolution of the City Council of Homer, Alaska Adopting the Amended Hickerson Memorial Cemetery Policies and Guidelines. City Manager/City Clerk. Recommend adoption.

Memorandum 21-094 from Deputy City Clerk as backup

- i. Resolution 21-042, A Resolution of the City Council of Homer, Alaska Authorizing of the City Manager to Apply for a Loan from the State of Alaska Department of Environmental Conservation, Alaska Drinking Water Fund in an Amount not to exceed \$277,090 to Finance the Costs of the Tasmania Court Water Improvement Project and Superseding the Amount Authorized by Resolution 20-105. City Manager/Public Works Director. Recommended adoption.

Memorandum 21-098 from Public Works Director as backup.

- j. Resolution 21-043, A Resolution of the City Council of Homer, Alaska Approving and Accepting the Donation from the Family of Anesha "Duffy" Murnane for a Park Bench to Memorialize Duffy and all the Missing Women and Children. City Clerk. Recommend adoption.

Memorandum 21-099 from City Clerk as backup

City Clerk Jacobsen read the consent agenda its recommendations.

LORD/ADERHOLD MOVED TO ADOPT THE RECOMMENDATIONS OF THE CONSENT AGENDA AS READ.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

VISITORS

- a. Ninilchik Traditional Council's Medical Assisted Treatment (MAT) Program, Kathleen Totemoff (10 minutes)

Kathleen Totemoff, MAT Project Director, presented on available services, assistive technologies, and financial assistance for the Medical Assisted Treatment Program for opioid addiction. She explained the assistive technologies which include a Bridge Device that will be available soon for opioid withdrawal and Soberlink for remote breath alcohol content

monitoring that is available now. They are free to patients for a limited time. She also explained Cognitive Behavioral Therapy where a therapist works with a client to modify thought patterns in order to change moods and behaviors, SMART or Self Management and Recovery Training, direct observation therapy, and reSET and reset-O programs. Financial assistance may be available to help cover cost of recovery services and for transportation to connect patients with higher level of care. To schedule an appointment or for more information call the Ninilchik office at 907-567-3970 or 9070-567-3370 and in Homer 907-420-7268.

b. Unified Command Report (20 minutes)

City of Homer Public Information Officer Jenny Carroll reported about Alaska's Chief Medical Officer Dr. Ann Zink and Commissioner of Health and Social Services Adam Crum visit for part of the Sleeve's Up for Summer Campaign and to support vaccination outreach on the Kenai Peninsula. In addition to promoting the program they shared they're looking forward to leverage their new found relations with the local healthcare leaders as the state transitions from response to recovery. Regarding vaccinations, 54% of Alaskans 12 and older have received at least one dose and 48% have been fully vaccinated. The Kenai Peninsula Borough (KPB) is at a 41% vaccination rate. The state is working to be able to breakout numbers by community, but they aren't there yet. As vaccination rates increase, COVID cases are decreasing. Nationally, cases have dropped 33% over the last week. In Alaska 226 cases were reported last week, a 13% decrease from the week prior. The Southern Kenai Peninsula has had four cases reported over the past two weeks. Statewide we're at low alert level with 3.47 cases per 100,000 and KPB is at 3 cases per 100,000, so we're seeing an impact of vaccinations on case rates. Since January 1st when vaccinations became available 98% COVID 19 hospitalizations in Alaska have been among people who are unvaccinated. Local vaccination opportunities are pop up events on the Spit every Thursday through June, and vaccinations for age 2-11 may be as soon as October. South Peninsula Hospital (SPH) is reporting they've administered approximately 166 tests. Testing is down because case rates are lower, and lighting up of protocol for pre-procedure testing as more people are vaccinated.

Homer Fire Chief Mark Kirko reported the Emergency Operations Center is relatively slow outside of supporting the vaccination efforts. Regarding fire safety he reported the Kenai Peninsula is under a burn suspension. Conditions aren't suitable for open burning.

ANNOUNCEMENTS / PRESENTATIONS / REPORTS (5 Minute limit per report)

a. Special Meeting Report

Councilmember Lord reported that Council met in executive session with attorneys and staff to discuss VanZant et al vs City of Homer, and directed them to continue with the pretrial order.

b. Committee of the Whole Report

Councilmember Lord reported Council discussed some clarifying points on Memorandum 21-090 and Ordinance 21-33. They discussed Ordinance 21-34 and special assessment debt liability and accounting for the liability within the city's books. The received an overview of health insurance group benefit renewal options, and brief comments regarding the budget document.

c. Mayor's Report

Mayor Castner reported the 2020 audit is currently underway. There were negative balances in the 2019 audit that weren't very settled in his mind. He spent some time with the auditors and they are going to pay particular attention to the charts that had negative balances and try and address them in 2020.

d. Sister City Report

Deputy City Clerk Rachel Tussey noted her written report included in the packet. She shared her enthusiasm in serving as the Sister City Coordinator and is looking forward to working toward establishing more consistent exchange programs with our sister cities in Yelizovo, Russia and Teshio, Japan. She's interested in knowing Council's interest in supporting this at a City level, and in researching what other cities have in place for their programs as building blocks for ours.

e. Borough Report

Assembly Member Lane Chesley reported the Homer High School roof project is out to bid and they hope to start construction in mid-July. In their budget that just passed there is the South Peninsula Inert Waste Study that will be about 12 months, and they're looking at a new C and D Facility around Homer for construction material and debris.

f. Planning Commission

i. Planning Commission Report

g. Economic Development Advisory Commission

i. Memorandum from Economic Development Advisory Commission Re: KPEDD Draft CEDS

Economic Development Advisory Commission Chair Karin Marks reported at their June meeting the Commission finalized their review and comments on the regional Comprehensive Economic Development Strategy (CEDS) and the memorandum is included in the Council's packet. The final CEDS will be adopted on Thursday. They also heard from the Wayfinding and Streetscape Consultant, Peter Briggs, with CORVUS Design regarding the Discovery Days that happened on the 9th and 10th. The Commission has been noting what areas will be strategic

goals and in August they'll begin developing them for 2022. Their next meeting will be in August.

h. Port and Harbor Advisory Commission

Port and Harbor Advisory Commissioner Casey Siekaniec reported the Commission continued discussion on growing their revenue and adequately funding port and harbor reserves. The infrastructure is aging and is in need of repair, particularly system 4. They're working with an engineering firm on the comprehensive spit parking plan in hopes of helping fund some of these accounts. At the last meeting they approved a motion to have the parking around the pavilion be paid parking. They've reviewed and recommended tariff increases, there was interest in a moorage rate increase but they decided to maintain the 3.2% increase approved back in 2015. The Commission supports reducing the admin fees from the city to the port and encourages looking at it as investment to help reach the goal of fully funded reserve account. The Commission also supports Ordinance 21-26 regarding personal watercraft.

i. Americans with Disabilities Act Compliance Committee

Councilmember Aderhold reported at their last meeting they had a presentation from Deputy City Planner Engebretsen on the Wayfinding and Streetscape Discovery Days and they talked about aspects from an accessibility perspective. They also discussed a new Transition Plan that's being initiated for parks, trails, and campgrounds, the field work that's needed, and prioritizing the parks and trails. They've tentatively decided to start July 1st from 1 to 5 p.m. starting at Bishops Beach Park and Beluga Slough area. If there's time they'll move on to Karen Hornaday Park.

j. Public Works Campus Task Force

Councilmember Venuti reported the Task Force discussed the tsunami inundation and mitigation strategies and the criteria that will be used to evaluate the strategies. They're also preparing to write the report to Council. They'll meet again June 23rd at 4:30.

PUBLIC HEARING(S)

- a. Ordinance 21-29, An Ordinance of the City Council of Homer, Alaska Amending HCC 2.08.030 to Designate Seats for Council Members Elected at Large from within the Boundaries of the City, and HCC 4.35.020 Votes Required to Amend the Percentages of Votes Required to be Elected. Smith/Hansen-Cavasos. Introduction May 24, 2021, Public Hearing and Second Reading June 14, 2021.

Memorandum 21-103 from City Clerk as backup
Memorandum 21-080 from Councilmembers as backup

Mayor Castner opened the public hearing. There were no comments and the hearing was closed.

LORD/SMITH MOVED TO ADOPT ORDINANCE 21-29 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Councilmember Smith commented that over the years he's witnessed people advocating for the use of one vote versus two in order to increase the chances of electing someone. When he first ran for council he questioned why he'd cast a vote for anyone else if it's a vote against him. He explained how the current system for voting for two candidates diminishes the percentage it represents in relationship to everyone else on the ballot. He feels a fair vote is one that represents the same percentage in relationship to any other vote that's cast to elect someone. He'd rather encourage people to go to the ballot and use every vote afforded to them and that one vote doesn't negatively or positively affect itself or others, that it stand on its own and speaks for itself in relationship to the seat it being cast to fill for the candidate of their choice. He believes candidates should have some level of choice of who they'll run against when they file for candidacy. He shared an email from former Councilmember Matt Shadle who opposed Ordinance 08-15(S), but now supports the concept of designate seats.

Councilmember Lord shared regarding research she's done and conversations she's had regarding this matter. She doesn't support the ordinance. While she can't say it doesn't happen, as an active citizen and voter, she's never been asked to withhold a vote to influence the outcome of an election. She's not sure the degree to which it's proposed to be happening is the case. She prefers at large voting and feels it affords a great opportunity for all the candidates to come to the table and debate their ideas. Council is a non-partisan body in a divisive community with a lot of hot button issues and she believes the way we currently hold elections allows for a less partisan and less nasty campaign season that more related to the issues at hand in running the city. She noted the 2008 information provided and that former Mayor Wythe's comments enunciated some of thoughts she had on this.

Councilmember Venuti feels this is a good discussion but thinks designated seats will set up some adversarial situations in our town, and Homer isn't large enough to have districts. She thinks the current system promotes diversity, and she's never had anyone ask her to vote once. She doesn't feel there is a problem with the current voting system.

Councilmember Evensen finds the argument for designated seats compelling. In looking at voting statistics it's clear many people vote once. He's in favor of the idea of districts, several members currently live in the heart of the town, and it would be beneficial to have the opinions of others who live in different areas.

Councilmember Hansen-Cavasos didn't consider it as a source of contention that would cause more strife in the community with designated seats. When she ran there were people she didn't

want to run against and would like to have served with, but that wasn't an option. She envisions that candidates would still be able to debate topics as we do now and she doesn't think it's as negative as others have put it.

Councilmember Aderhold appreciates the comments. In her research it was interesting to learn there are several different ways municipalities can hold elections, and different criteria used to evaluate the performance of a different voting method. No method is perfect, they all have strengths and weaknesses. She questions what the best way forward is and what problem are we trying to resolve and she has a hard time saying under voting is a major problem in the community. Voting for one candidate is allowed and even with designate seats a voter can still vote once. A concern she has about designated seats is it takes things from people who want to run for council and file early to have their name at the top of the list, versus people waiting to see who's going to run for which seat and waiting to file. Another concern is there are times 3 people file to run for two seats, and what happens when one candidate who isn't a popular candidate who runs unopposed for a seat and receives very few votes. That's not addressed in the ordinance. She isn't going to support it, but is interested in the notion of a community group to evaluate the election process to help determine if there's a better voting process for Homer and let the voters decide.

Councilmember Smith rebutted that if one person is a candidate for a seat and choosing not to vote for them doesn't affect the value of another vote. He doesn't think this limits any level of diversity but encourages it by the way people decide who they want to run against. He doesn't agree partisanship is a concern because it's a non-partisan body. Fraud has nothing to do with what he's talking about here, it has to do with people not using votes.

Councilmember Lord added the strategy laid forth in this ordinance feels like a better strategy directed toward candidates than toward voters. If a voter wants to vote for two people who are running for the same seat, that doesn't serve the voter, it takes away an element of choice. We need good candidates, we need people to run for office, we need open debate, and she'd like the ability for the voters to choose the two people they feel will fit the roles best, and she thinks our current system does that.

Mayor Castner shared regarding his efforts to promote the rights of the electorate and the contentiousness of the Mayor's race. When you find someone so objectionable that you don't want them to serve, the only way to get rid of them is to run against them and win. In the current scenario, you can't do that, except in the Mayor's race. He indicated he may vote in the instance of tie.

Councilmember Aderhold reiterated her feeling that it should be a voter generated process. For this to go forward they'd need to address deficiencies in the ordinance and we haven't had that discussion. So she struggles with the Mayor casting a tiebreaking vote on an ordinance that needs some work.

Councilmember Smith doesn't agree this needs to go to another level of review. He read the same materials as others have and this has gone through the same review as other ordinances.

VOTE: YES: HANSEN-CAVASOS, SMITH, EVENSEN
NO: ADERHOLD, LORD, VENUTI

Mayor Castner voted no to break the tie. He hopes the Councilmembers who said they'd put this on the ballot follow through.

Motion failed.

Mayor Castner called for a ten minute recess at 7:47 p.m. and called the meeting back to order at 7:48 p.m.

- b. Ordinance 21-30, An Ordinance of the City Council of Homer, Alaska Transferring Account Allowances within Fund 156 Capital Asset Repair and Maintenance Allowance Fund. Mayor/City Manager. Introduction May 24, 2021 Public Hearing and Second Reading June 14, 2012.

Ordinance 21-30(S), An Ordinance of the City Council of Homer, Alaska Transferring Account Allowances within Fund 156 Capital Asset Repair and Maintenance Allowance Fund. Mayor/City Manager.

Memorandum 21-086 from City Manager as backup

Mayor Castner opened the public hearing. There were no comments and the hearing was closed.

LORD/VENUTI MOVED TO ADOPT ORDINANCE 21-30 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

LORD/VENUTI MOVED TO SUBSTITUTE ORDINANCE 21-30(S) FOR 21-30.

At the request of Council, City Manager Dumouchel explained the substitute provides updated dollar amounts that integrate interest income and takes into account projects that were completed. The Planning line item that was added addresses two projects that were connected to Planning CARMA and the amount allocated was short.

VOTE (substitution): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Councilmember Aderhold asked to clarify that with this action Council is zeroing out all these CARMA accounts and it going into the General CARMA account and the Planning CARMA. Then at some point in the future Council will to come back and address CARMA on a more holistic level and determine what CARMA accounts we need.

City Manager Dumouchel concurred with the exception of a few accounts that are retaining funds because they have open projects, and the HERC, Fishing Hole, and Seawall CARMA funds weren't touched at all.

Councilmember Lord added she appreciates the work that went into this, but Council has to do the follow up work to make sure they're funding reserve projects into the future.

VOTE (main motion): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- c. Ordinance 21-31(S), An Ordinance of the City Council of Homer, Alaska Removing the Homer Water and Sewer Program Funds from the Special Utility Fund and Creating a new Fund Account **Consistent with Existing Revenue Code and Requiring Quarterly Reporting, and Amending Homer City Code 9.16 Sales Tax Section 9.16.010 Levied.** Mayor. Introduction May 24, 2021 Public Hearing and Second Reading June 14, 2021

Mayor Castner opened the public hearing. There were no comments and the hearing was closed.

LORD/VENUTI MOVED TO ADOPT ORDINANCE 21-31(S) BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was brief discussion with Finance Director Walton that the auditors didn't have any comments regarding this action, they said it's a management decision and they didn't see any red flags with it.

ADERHOLD/LORD MOVED TO AMEND LINE 7 TO ADD THE WORD ACCELERATED.

There was no discussion.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

There was no further discussion on the main motion as amended.

VOTE (main motion as amended): NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- d. Ordinance 21-32, An Ordinance of the Homer City Council Appropriating Funds for the Fiscal Years 2022 and 2023 for the General Fund, the Water Fund, the Sewer Fund, the Port/Harbor Fund, and Internal Service Funds. City Manager. Introduction May 24, 2021, Public Hearing June 14 and 28, Second Reading June 28, 2021.

Memorandum 21-087 from City Manager as backup

Mayor Castner opened the public hearing. There were no comments and the hearing was closed.

Mayor Castner noted the list of debt service funds on page 280 and he thinks there are more that aren't listed. He pointed out the HAWSP fund states it takes one sixth of all sales tax but that's not correct, and the police station debt needs to be listed as a debt service fund. There needs to be a thorough accounting of the funds on page 281 and reviewed scenarios related to the police station fund. He's a proponent of reducing the amount of charged overhead to both the port and harbor and the water and sewer fund, both funds need all the dollars they can get.

- e. Resolution 21-038, A Resolution of the City Council of Homer, Alaska Amending the Homer Fee Schedule Under City Clerk Fees and Planning and Zoning Fees. City Clerk. Follows Ordinance 21-32.

Resolution 21-038(S), A Resolution of the City Council of Homer, Alaska Amending the Homer Fee Schedule Under **Administration Fees**, City Clerk Fees and Planning and Zoning Fees. City Clerk. Follows Ordinance 21-32.

Memorandum 21-095 from City Clerk as backup

Memorandum 21-083 from City Clerk as backup

Mayor Castner opened the public hearing. There were no comments and the hearing was closed.

LORD/VENUTI MOVED TO SUBSTITUTE RESOLUTION 21-038(S) FOR 21-038.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- f. Resolution 21-039, A Resolution of the City Council of Homer, Alaska Amending the Homer Tariff No. 1 under Rule 26-Fish Dock Rates, Rule 35-Upland Storage, and Rule 35-Fish Disposal/Grinding and Fees. City Manager/Port Director. Follows Ordinance 21-32.

Resolution 21-039(S), A Resolution of the City Council of Homer, Alaska Amending the Homer Tariff No. 1 under **Rule 12- Parking** Rule 26-Fish Dock Rates, Rule 35-Upland Storage, and Rule 35-Fish Disposal/Grinding and Fees.

Memorandum 21-096 from City Clerk as backup
Memorandum 21-084 from City Clerk as backup

Mayor Castner opened the public hearing. There were no comments and the hearing was closed.

LORD/VENUTI MOVED TO SUBSTITUTE RESOLUTION 21-039(S) FOR 21-039.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

ORDINANCE(S)

- a. Ordinance 21-35, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 4.10.030 Review of Candidate Qualifications, 4.35.040 Certification of Election, 4.45 Election Recount, and 4.50 Election Contest. Aderhold/Smith/Hansen-Cavasos. Introduction June 14, 2021 Public Hearing and Second Reading June 28, 2021.

Memorandum 21-093 from Councilmembers as backup.

LORD/ADERHOLD MOVED TO INTRODUCE ORDINANCE 21-35 BY READING OF TITLE ONLY.

Councilmember Evensen questioned if this is overstepping in defining what residency and how it relates to state statute.

Councilmember Aderhold reviewed the process that went into developing the ordinance including working with the City Clerk in drafting language and review by the City Attorney, then the sponsors made their final edits.

City Clerk Jacobsen noted the information regarding residency is similar to what's provided for in the Kenia Peninsula Borough Code. She didn't have title 29 in front of her, but will have more information for them at their next meeting.

City Attorney Gatti added he has reviewed the ordinance and briefly addressed residency noting the state doesn't preempt municipal activities unless the statute does so specifically. Title 29 outlines voting criteria.

Councilmember Lord thanked them for the work on this ordinance.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- b. Ordinance 21-36, An Ordinance of the City Council of Homer, Alaska Adopting the Fiscal Years 2022 and 2023 Capital Budget. City Manager. Introduction June 14, 2021 Public Hearing and Second Reading June 28, 2021.

Memorandum 21-101 from City Manager as backup

LORD/VENUTI MOVED TO INTRODUCE ORDINANCE 21-36 BY READING OF TITLE ONLY.

Councilmember Lord appreciates the information provided and it's an improvement from what they've had in the past. In the past they've received the department project sheets and it's the place where Council has the most conversation and amendments in terms of adding or striking items the city manager did or didn't include in the budget. She asked for the backup documentation to assist them in approving the capital budget. She added they also received blank project sheets for council members to use to propose amendments or projects they're interested in.

City Manager Dumochel said he can pull that information together and provide the budget amendment forms.

Councilmember Lord also noted dealing with HERC and the community recreation situation is a big priority for the community and high on their capital projects list. The capital budget is very dynamic as opportunities come and go. When there's something they've placed a high priority on, having the space in the capital budget within the approved budget follows those priorities. She'd like to see it included and she'll bring an amendment at the next meeting.

City Manager Dumouchel explained his reasoning for taking out since there's still a dedicated account with funds available in account 156. He's happy to put it in, he agrees it's something they should be working on.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

CITY MANAGER'S REPORT

a. City Manager's Report

City Manager Dumouchel touched on the finance related items identified in his report. He also highlighted fundraising efforts by Friend of the Homer Skate Park in cooperation with the Homer Foundation, for new equipment.

Mayor Castner commented regarding the seawall and the amount of accretion on the Renner end, he expects it will continue to grow and hopes Public Works is able to monitor and see if it works its way down the seawall. On the far end it's down to clay and gouging. Public Works Director Keiser responded by explaining monitoring efforts that are going on.

Councilmember Aderhold shared her appreciation with the efforts at the skate park.

PENDING BUSINESS

NEW BUSINESS

RESOLUTIONS

- a. Resolution 21-044, A Resolution of the City Council of Homer Alaska Approving the Amended Community Design Manual. City Manager/City Planner. Recommend Adoption.

LORD/VENUTI MOVED TO ADOPT RESOLUTION 21-044 BY READING OF TITLE ONLY.

Question was raised regarding the repercussions for not following the Community Design Manual (CDM), and City Planner Abboud explained a lot of the requirements are part of the conditional use permitting (CUP) process and if the CDM requirements aren't followed they can negate the CUP.

VOTE: NON OBJECTIVE: UNANIMOUS CONSENT

Motion carried.

- b. Resolution 21-045, A Resolution of the City Council of Homer, Alaska Acknowledging the Sufficiency of the Tasmania Court Sewer Improvement Special Assessment District, Approving the Improvement Plan and Estimated Cost of Improvement and Assessment Methodology, Authorizing the City Manager to Apply for a Loan from the Alaska Department of Environmental Conservation Clean Water Fund to Finance the Project, and Authorizing the City Manager to enter into a Sole-Source Contract with Bishop Engineering for the Design of the Sewer Project. City Manager/Public Works Director.

Memorandum 21-100 from Public Works Director as backup

LORD/VENUTI MOVED TO ADOPT RESOLUTION 21-045 BY READING OF TITLE ONLY.

Councilmember Aderhold thanked staff for having another community meeting and explaining the savings property owners will have for water and getting to yes on the sewer. She appreciates the additional information in the supplemental packet.

ADERHOLD/LORD MOVED TO AMEND THE END OF LINE 57 TO STRIKE WATER AND REPLACE IT WITH SEWER.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Question was raised regarding the sole-source portion of the resolution and it was confirm it's in line with the term contract with Bishop Engineering.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY ATTORNEY

City Attorney Gatti had no comments.

COMMENTS OF THE CITY CLERK

City Clerk Jacobsen announced openings on the Library Advisory Board and the ADA Compliance Committee.

COMMENTS OF THE CITY MANAGER

City Manager Dumouchel had no comments.

COMMENTS OF THE MAYOR

Mayor Castner commented that between now and the 28th he'll be focusing a lot of attention to the details in the budget.

COMMENTS OF THE CITY COUNCIL

Councilmember Lord thanked the community members who brought forth bench donation that was approved on the consent agenda for Duffy Murnane and lost women and children. It's beautiful, sad, and also important remembrance and memorial in the community. She thanked the City Manager for the working forward on the skate park, she's excited about the fundraising success they've had so far. The Pride Parade will be on Saturday as well as Juneteenth celebration.

Councilmember Aderhold commented about the beautiful summer days and it's nice to see people on the streets. She reminded that Homer Shares the Road and for all to be cognizant of each other, there are cars, bikes, and pedestrians trying to share spaces. Please be respectful and remember to stop for pedestrians waiting to cross the street.

Councilmember Venuti shared her appreciation for the councilmembers and for the great discussion tonight. She thanked the newly appointed commission members for stepping up to serve. She went to a couple of the Wayfinding and Streetscape sessions, there was nice discussion and Julie Engebretsen, Jenny Carroll, and Matt Steffy represented the City well. It was a worthwhile time. There's a GoFundMe set up for the memorial park bench and Homer United Methodist Church is accepting donations as well. She shared about friends who got vaccinated and while she was there with them she met Dr. Zink, and encouraged continuing to wash hands, wear masks, and watch your distance.

Councilmember Hansen-Cavasos wished everyone a nice evening.

Councilmember Smith remains hopeful they'll get back into chambers before the end of his term.

Councilmember Evensen wished everyone a nice evening.

ADJOURN

There being no further business to come before the Council Mayor Castner adjourned the meeting at 9:08 p.m. The next Regular Meeting is Monday, June 28, 2021 at 6:00 p.m., Committee of the Whole at 5:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Melissa Jacobsen, MMC, City Clerk

Approved: _____



City of Homer

www.cityofhomer-ak.gov

Office of the Mayor

491 East Pioneer Avenue
Homer, Alaska 99603

mayor@ci.homer.ak.us

(p) 907-235-3130

(f) 907-235-3143

Memorandum 21-104

TO: HOMER CITY COUNCIL
FROM: MAYOR CASTNER
DATE: JUNE 23, 2021
SUBJECT: REAPPOINTMENT OF ROBERTA HIGHLAND AND SCOTT SMITH TO THE
PLANNING COMMISSION

Roberta Highland and Scott Smith are reappointed to the Planning Commission. Their terms expire July 1, 2024.

Recommendation

Confirm the reappointments of Roberta Highland and Scott Smith to the Planning Commission.



Advisory Body Application For Reappointment to Committees, Commissions, Board & Task Forces

Office of the City Clerk

491 East Pioneer Avenue

Homer, Alaska 99603

clerk@cityofhomer-ak.gov

Phone: (907) 235-3130

Fax: (907) 235-3143

The Information provided on this form will provide the basic information to the Mayor and City Council on your interest in serving on the selected Advisory Body. It is considered public and will be included in the City Council meeting packet. This information will be published in the City Directory and within city web pages if you are reappointed by the Mayor and your reappointment is confirmed by the City Council.

Applicant Information

Full Name: Roberta Highland

Physical Address Where you Claim Residency: 2125 Sprucewood Dr. Homer Dr.

Mailing Address: PO Box 2460

City: Homer State: AK Zip: 99603

Phone Number(s): 907 235-8214

Email: robert.e.archibald@gmail.com

Advisory Body You Are Requesting Reappointment To

- Advisory Planning Commission
- Parks, Art, Recreation & Culture Advisory Commission
- Port & Harbor Advisory Commission
- Economic Development Advisory Commission
- Library Advisory Board
- Other - Please Indicate _____

Please Answer the Following

Do you have a current Public Official Conflict of Interest Disclosure Statement on file with the City Clerk as required by HCC 1.18.043? Yes No

What resident type is your current seat? City Resident Non-City Resident

Has your residency changed since your last appointment? Yes No

How long have you served on this advisory body? 11 Years

Background Information

Please list any current memberships or organizations that you belong to related to the advisory body you serve on:

Kachemak Bay Conservation Society

Kachemak Bay Equestrian Association, Vice President of Mt. Park Homeowners Association

South Kenai Pen. Hospital Service Area Board

Please explain why you wish to be reappointed to the Advisory Body to which you currently serve. This may include information on accomplishments or projects completed, future goals for the body, or any additional information that may assist the Mayor in the decision making process. (You may attach an additional page if needed)

I have a continued interest in the future of sustainable development in Homer. I have participated in the review and rewrite of the Homer Spit Comprehensive Plan, Review, Update, and Rewrite of the Homer Comprehensive Plan, Steep Slope Development Ordinance,

The Homer Sign Ordinance, Green Infrastructure Discussions and much more. I think Historical Knowledge is important for commissions.

I am a dedicated citizen of Homer and this is my way to "Give Back To My Community".

Thank you for your consideration for my reappointment to the Homer Planning Commission.



Advisory Body Application For Reappointment to Committees, Commissions, Board & Task Forces

Office of the City Clerk
491 East Pioneer Avenue
Homer, Alaska 99603
clerk@cityofhomer-ak.gov
Phone: (907) 235-3130
Fax: (907) 235-3143

The Information provided on this form will provide the basic information to the Mayor and City Council on your interest in serving on the selected Advisory Body. It is considered public and will be included in the City Council meeting packet. This information will be published in the City Directory and within city web pages if you are reappointed by the Mayor and your reappointment is confirmed by the City Council.

Applicant Information

Full Name: Gregory Scott Smith

Physical Address Where you Claim Residency: 5770 Clearwater Dr

Mailing Address: Box 959

City: Homer State: AK Zip: 99603

Phone Number(s): 907-399-2409

Email: scottno2@gmail.com

Advisory Body You Are Requesting Reappointment To

- Advisory Planning Commission
- Parks, Art, Recreation & Culture Advisory Commission
- Port & Harbor Advisory Commission
- Economic Development Advisory Commission
- Library Advisory Board
- Other – Please Indicate _____

Please Answer the Following

Do you have a current Public Official Conflict of Interest Disclosure Statement on file with the City Clerk as required by HCC 1.18.043? Yes No

What resident type is your current seat? City Resident Non-City Resident

Has your residency changed since your last appointment? Yes No

How long have you served on this advisory body? 3 years

Background Information

Please list any current memberships or organizations that you belong to related to the advisory body you serve on:

None

Please explain why you wish to be reappointed to the Advisory Body to which you currently serve. This may include information on accomplishments or projects completed, future goals for the body, or any additional information that may assist the Mayor in the decision making process. (You may attach an additional page if needed)

I've enjoyed serving on the Planning Commission and wish to continue. One thing I would love to see is a truck route that would take the heavy vehicle traffic off of Pioneer Ave. Understandably, this would be an expensive project, but I think it would greatly enhance the essence of the CBD as a truly desirable place for visitors and locals to enjoy. There are increasing numbers of dump trucks using Pioneer every summer, taking away from the aesthetics of the primary tourist area. Redirecting heavy traffic would not only visually improve this area, but also make it more safe. This is a long-shot project, but one very much worth considering. I do think I have a good option for this. Bike paths should be included with this project, extending much desired and used existing paths. Including bike paths also increases the sources of financial assistance for projects like this.

I do need to inform the Mayor that I have been dealing with my father's health and this may take me out of state to care for him before this term is concluded.



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum 21-105

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: MELISSA JACOBSEN, MMC, CITY CLERK
DATE: JUNE 23, 2021
SUBJECT: LIQUOR LICENSE RENEWAL(S) FOR WILD HONEY BISTRO

The City Clerk's Office has been notified by the AMCO Board of the following Liquor License Permits for Renewal within the City of Homer for the following business(s):

License Type: Club
License #: 2466
DBA Name: American Legion Post #16
Service Location: 2410 East End Road
Homer, AK 99603
Licensee: American Legion Post #16
Contact Person: William Sheldon

License Type: Restaurant/Eating Place-Public Convenience
License #: 4713
DBA Name: Boardwalk Fish & Chips
Service Location: 4287 Homer Spit Rd. #4
Homer, AK 99603
Licensee: H&D Inc.
Contact Person: Darren McVeigh

RECOMMENDATION: Voice non objection and approval for the Liquor License Renewal Applications.

Fiscal Note: Revenues.



June 11, 2021

City of Homer

Kenai Peninsula Borough

Via Email: clerk@cityofhomer-ak.gov ; MJacobsen@ci.homer.ak.us ; MBerg@kpb.us ; MJenkins@kpb.us ; BTaylor@kpb.us ; TShassetz@kpb.us ; JBlankenship@kpb.us

Re: Notice of Liquor License Renewal Application

License Number	DBA	Type	City	Borough	Community Council
2466	American Legion Post #16	Club	Homer	Kenai Peninsula Borough	NONE
4713	Boardwalk Fish & Chips	Restaurant/Eating Place-Public Convenience Seasonal	Homer	Kenai Peninsula Borough	NONE

We have received a completed renewal application for the above listed licenses (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

Glen Klinkhart, Director
amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board

Master Checklist: Renewal Liquor License Application

Doing Business As:	American Legion Post #16	License Number:	2466
License Type:	Club		
Examiner:	OF	Transaction #:	1370529

Document	Received	Completed	Notes
AB-17: Renewal Application	11/9	6/1	
App and License Fees	11/9		

Supplemental Document	Received	Completed	Notes
Tourism/Rec Site Statement			
AB-25: Supplier Cert (WS)			
AB-29: Waiver of Operation			
AB-30: Minimum Operation			
AB-33: Restaurant Affidavit			
COI / COC / 5 Star			
FP Cards & Fees / AB-08a	11/9	6/1	Eileen Faulkner
Late Fee			

Names on FP Cards:	
--------------------	--

	Yes	No
Selling alcohol in response to written order (package stores)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mailing address and contact information different than in database (if yes, update database)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
In "Good Standing" with CBPL (skip this and next question for sole proprietor)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Officers and stockholders match CBPL and database (if "No", determine if transfer necessary)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

LGB 1 Response:

Waive Protest Lapsed

LGB 2 Response:

Waive Protest Lapsed



Alaska Alcoholic Beverage Control Board

Form AB-17: 2021/2022 License Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than 12/31/2020 per AS 04.11.270, 3 AAC 304.160, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any complete application for renewal or any fees for renewal that have not been postmarked by 02/28/2021 will be expired per AS 04.11.540, 3 AAC 304.160(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the required fees and all documents required, or the application will be returned without being processed, per AS 04.11.270, 3 AAC 304.105.
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

Establishment Contact Information

Licensee (Owner):	American legion post 16 ^{General} Burkner	License #:	2466
License Type:	CLUB		
Doing Business As:	American legion post #16		
Premises Address:	2410 East RD		
Local Governing Body:	City of Homer (Kenai Peninsula Borough)		
Community Council:	NONE		

If your mailing address has changed, write the NEW address below:

Mailing Address:	PO Box 858		
City:	Homer	State:	Alaska
		ZIP:	99603

Section 1 - Licensee Contact Information

Contact Licensee: The individual listed below must be listed in Section 2 or 3 as an Official/Owner/Shareholder of your entity and must be listed on CBPL with the same name and title.

This person will be the designated point of contact regarding this license, unless the Optional contact is completed.

Contact Licensee:	William Sheldon	Contact Phone:	907 235 8864
Contact Email:	PostSixteen@yahoo.com		

Optional: If you wish for AMCO staff to communicate with anyone other than the Contact Licensee about your license, list them below:

Name of Contact:	Leila Jones	Contact Phone:	907-235-8864
Contact Email:	PostSixteen@yahoo.com		

Name of Contact:		Contact Phone:	
Contact Email:			

Name of Contact:		Contact Phone:	
Contact Email:			



Form AB-17: 2021/2022 License Renewal Application

Section 2 - Entity or Community Ownership Information

Sole Proprietors should skip this Section.

Alaska CBPL Entity # **45700**

DO NOT LIST OFFICERS OR TITLES THAT ARE NOT REQUIRED FOR YOUR ENTITY TYPE.

- Corporations of any type including:
 - 1. Domestic corporations
 - 2. Foreign corporations
- Limited liability corporations of any type:
 - 1. Domestic
 - 2. Foreign
- Partnerships of any type, including:
 - 1. General partnerships
 - 2. Limited partnerships
 - 3. Limited liability partnerships

Important Note: Additional information not on this page will be rejected.

Name of Official:	William Sheldon				
Title(s):	Secretary	Phone:	907-235-8864	% Owned:	0
Mailing Address:	PO Box 858				
City:	Homer	State:	Alaska	ZIP:	99603

Name of Official:	Eileen J Faulkner				
Title(s):	President	Phone:	907-235-8864	% Owned:	0
Mailing Address:	3671 Poppy Circle PO Box Homer AK 99603				
City:		State:		ZIP:	

Name of Official:	RONALD BRAHM				
Title(s):	Vice President	Phone:	907-830-5959	% Owned:	0
Mailing Address:	2040 Shannan Ln #2				
City:	Homer	State:	AK	ZIP:	99603



Form AB-17: 2021/2022 License Renewal Application

Section 3 – Sole Proprietor Ownership Information

Corporations, LLC's and Partnerships of ALL kinds should skip this section.

READ BEFORE PROCEEDING: Any new or changes to the ownership of the business license must be reported to the ABC Board within 10 days of the change and must be accompanied by a full set of fingerprints on FBI approved cardstock, AB-08a's, payment of \$48.25 for each new owner or officer and a date stamped copy of the CBPL change per AS 04.11.045, or a Notice of Violation will be issued to your establishment and your application will be returned.

Important Note: All entries below must match our records, or your application will be returned per AS 04.11.270, 3 AAC 304.105. You must list full legal names, phone number, and mailing address for each owner or partner whose information we require.

If more space is needed, attach additional copies of this page. Additional owners not listed on this page will be rejected.

This individual is an: Applicant Affiliate

Name:				Contact Phone:	
Mailing Address:					
City:		State:		ZIP:	
Email:					

This individual is an: Applicant Affiliate

Name:				Contact Phone:	
Mailing Address:					
City:		State:		ZIP:	
Email:					

Section 4 – License Operation

Check ONE BOX for EACH CALENDAR YEAR that best describes how this liquor license was operated:

- | | 2019 | 2020 |
|---|-------------------------------------|-------------------------------------|
| 1. The license was regularly operated continuously throughout each year. (Year-round) | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. The license was only operated during a specific season each year. (Seasonal)
<i>If your operation dates have changed, list them below:</i>
_____ to _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. The license was only operated to meet the minimum requirement of 240 total hours each calendar year.
<i>A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form.</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both calendar years. <i>A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated.</i> | <input type="checkbox"/> | <input type="checkbox"/> |

If you have not met the minimum number of hours of operation in 2020, you are not required to pay the fees, however a complete AB-29 is required with Section 2 marked "OTHER" and COVID is listed as the reason.

Section 5 – Violations and Convictions

Have **ANY** Notices of Violation been issued for this license **OR** has **ANY** person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2019 or 2020? Yes No

If you checked YES, you MUST attach a list of all Notices of Violation and/or Convictions per AS 04.11.270(a)(2)

If you are unsure if you have received any Notices of Violation, contact the office before submitting this form.



Form AB-17: 2021/2022 License Renewal Application

Section 6 – Certifications

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, are true, correct, and complete.

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and potentially expired if I do not comply with statutory or regulatory requirements.
- I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application, and that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.
- I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and accurately listed, and I have provided AMCO with all required changes of Shareholders (10% or more), Managers, Corporate Officers/Board of Directors, Partners, Controlling Interest or Ownership of the business license, and have provided all required documents for any new or changes in officers.
- **I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 304.465.**
- I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name from what is currently approved and on file with the Alcoholic Beverage Control Board.

I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

Signature of licensee

William L. Sheldon

Printed name of licensee

Signature of Notary Public

Notary Public in and for the State of: Alaska



My commission expires: Aug. 6, 2023

Subscribed and sworn to before me this 5TH day of November, 2020.

- Restaurant/Eating Place applications must include a completed AB-33: Restaurant Receipts Affidavit
- Recreational Site applications must include a completed Recreational Site Statement
- Tourism applications must include a completed Tourism Statement
- Wholesale applications must include a completed AB-25: Supplier Certification

All renewal and supplemental forms are available online

Any application that is not complete or does not include ALL required completed forms and fees will not be processed and will be returned per AS 04.11.270, 3 AAC 304.105.

FOR OFFICE USE ONLY

License Fee:	\$ <u>1200</u>	Application Fee:	\$ 300.00	Misc. Fee:	\$
Total Fees Due:					\$ <u>1500</u>

AMCO

NOV - 9 2020

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

XXXX

ISSUED

06/01/2021

ABC BOARD

LIQUOR LICENSE 2021 - 2022

2466

LICENSE RENEWAL APPLICATION DUE
DECEMBER 31, 2022 (AS 04.11.270(b))

THIS LICENSE EXPIRES MIDNIGHT
FEBRUARY 28, 2023 UNLESS DATED BELOW

TYPE OF LICENSE: Club

LICENSE FEE: \$1,200.00

1110

CITY / BOROUGH: Homer
Kenai Peninsula Borough

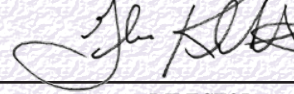
D/B/A: American Legion Post #16
2410 East Road

Mail Address:
American Legion Post #16, General Buckner
PO Box 858
Homer, AK 99603

This license cannot be transferred without permission
of the Alcoholic Beverage Control Board

Special restriction - see reverse side

ISSUED BY ORDER OF THE
ALCOHOLIC BEVERAGE CONTROL BOARD



DIRECTOR

04-900 (REV 9/09)

THIS LICENSE MUST BE POSTED IN A VISIBLE PLACE ON THE PREMISES

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

XXXX

ISSUED

06/01/2021

ABC BOARD

LIQUOR LICENSE 2021 - 2022

2466

LICENSE RENEWAL APPLICATION DUE
DECEMBER 31, 2022 (AS 04.11.270(b))

THIS LICENSE EXPIRES MIDNIGHT
FEBRUARY 28, 2023 UNLESS DATED BELOW

TYPE OF LICENSE: Club

LICENSE FEE: \$1,200.00

CITY / BOROUGH: Homer
Kenai Peninsula Borough

D/B/A: American Legion Post #16
2410 East Road

Mailing Address:
American Legion Post #16, General Buckner
PO Box 858
Homer, AK 99603

This license cannot be transferred without permission
of the Alcoholic Beverage Control Board

Special restriction - see reverse side

ISSUED BY ORDER OF THE
ALCOHOLIC BEVERAGE CONTROL BOARD

COPY

DIRECTOR

THIS LICENSE MUST BE POSTED IN A VISIBLE PLACE ON THE PREMISES

04-900 (REV 9/09)



June 1, 2021

American Legion Post #16, General Buckner Post
DBA: American Legion Post #16
Via Email: postsixteen@yahoo.com

Re: Club License #2466 DBA: American Legion Post #16

Dear Applicant:

I have received your application for renewal of your liquor license. Our staff has reviewed your application after receiving your application and required fees. Your renewal documents appear to be in order, and I have determined that your application is complete for purposes of AS 04.11.510, and AS 04.11.520.

Your application is now considered complete and will be sent electronically to your local governing body, your community council if your proposed premises is in Anchorage or certain locations in the Matanuska-Susitna Borough, and to any non-profit agencies who have requested notification of applications. The local governing body will have 60 days to protest the renewal of your license or waive protest.

A temporary license has been issued for this establishment.

Your application will be scheduled for the *June 2021* board meeting for Alcoholic Beverage Control Board consideration. The address and call-in number for the meeting will be posted on our home page. The board will not grant or deny your application at the meeting unless your local government waives its right to protest per AS 04.11.480(a).

Please feel free to contact us through the alcohol.licensing@alaska.gov email address if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Olivia Frank".

Olivia Frank
Occupational Licensing Examiner

Department of Commerce, Community, and Economic Development
**CORPORATIONS, BUSINESS & PROFESSIONAL
 LICENSING**

[State of Alaska](#) / [Commerce](#) / [Corporations, Business, and Professional Licensing](#) / [Search & Database Download](#) / [Corporations](#) / Entity Details

ENTITY DETAILS

Name(s)

Type	Name
Legal Name	GENERAL BUCKNER POST #16, THE AMERICAN LEGION, DEPARTMENT OF ALASKA, INCORPORATED.

Entity Type: Nonprofit Corporation

Entity #: 4570D

Status: Good Standing

AK Formed Date: 8/3/1959

Duration/Expiration: Perpetual

Home State: ALASKA

Next Biennial Report Due: 7/2/2021

Entity Mailing Address: PO BOX 858, HOMER, AK 99603

Entity Physical Address: 41984 SLAVIN DR, HOMER, AK 99603

Registered Agent

Agent Name: Richard Turner

Registered Mailing Address: PO BOX 858, HOMER, AK 99603

Registered Physical Address: 358 LEE DR, HOMER, AK 99603

Officials

Show Former

AK Entity #	Name	Titles	Owned
	Danny D. Cole	Director, President	
	Don Bellamy	Director, Vice President	

AK Entity #	Name	Titles	Owned
	John C Chapple	Director, Treasurer	
	Richard C Turner	Director, Secretary	

Filed Documents

Date Filed	Type	Filing	Certificate
8/03/1959	Creation Filing		
2/03/1988	Biennial Report		
6/19/1989	Biennial Report		
6/17/1991	Biennial Report		
8/16/1993	Biennial Report	Click to View	
12/07/1995	Biennial Report	Click to View	
11/28/1997	Biennial Report	Click to View	
8/02/1999	Biennial Report	Click to View	
7/06/2001	Biennial Report	Click to View	
7/03/2003	Biennial Report	Click to View	
7/03/2003	Agent Change	Click to View	
6/03/2008	Agent Resignation	Click to View	
2/14/2011	Agent Change	Click to View	
3/02/2011	Biennial Report	Click to View	
3/02/2011	Biennial Report	Click to View	
3/02/2011	Biennial Report	Click to View	
3/02/2011	Biennial Report	Click to View	
7/02/2013	Biennial Report	Click to View	
6/29/2015	Biennial Report	Click to View	
7/31/2017	Biennial Report	Click to View	
8/03/2017	Agent Change	Click to View	
9/19/2019	Biennial Report	Click to View	
10/21/2019	Agent Change	Click to View	

Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business, and Professional Licensing
PO Box 110806, Juneau, AK 99811-0806

This is to certify that

AMERICAN LEGION POST 16

PO BOX 858, HOMER, AK 99603

owned by

GENERAL BUCKNER POST #16, THE AMERICAN LEGION, DEPARTMENT OF ALASKA, INCORPORATED

is licensed by the department to conduct business for the period

October 20, 2020 to December 31, 2022
for the following line(s) of business:

81 - Services



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location.
It is not transferable or assignable.

Julie Anderson
Commissioner



Alaska Alcoholic Beverage Control Board

Form AB-17: 2021/2022 License Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than 12/31/2020 per AS 04.11.270, 3 AAC 304.160, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any complete application for renewal or any fees for renewal that have not been postmarked by 02/28/2021 will be expired per AS 04.11.540, 3 AAC 304.160(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the required fees and all documents required, or the application will be returned without being processed, per AS 04.11.270, 3 AAC 304.105
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

Establishment Contact Information

Licensee (Owner):	H & D INC.	License #:	4713
License Type:	RESTAURANT/EATING PLACE - PUBLIC CONVENIENCE SEASONAL		
Doing Business As:	BOARDWALK FISH & CHIPS		
Premises Address:	4287 HONOR SPIT RD #4 HONOL AK 99603		
Local Governing Body:	CITY OF HOMER (KENAI PENINSULA BOROUGH)		
Community Council:			

If your mailing address has changed, write the NEW address below:

Mailing Address:			
City:	State:	ZIP:	

Section 1 - Licensee Contact Information

Contact Licensee: The individual listed below must be listed in Section 2 or 3 as an Official/Owner/Shareholder of your entity and must be listed on CBPL with the same name and title.

This person will be the designated point of contact regarding this license, unless the Optional contact is completed.

Contact Licensee: <input checked="" type="checkbox"/>	Holly M. Cusack-McVeigh	Contact Phone: <input checked="" type="checkbox"/>	907-299-7770
Contact Email: <input checked="" type="checkbox"/>	hmcusack@iupui.edu		

Optional: If you wish for AMCO staff to communicate with anyone other than the Contact Licensee about your license, list them below:

Name of Contact:	DARREN J McVEIGH	Contact Phone:	907-399-2327
Contact Email:	DARRENBF@GMAIL.COM (HUSBAND)		

Name of Contact:		Contact Phone:	
Contact Email:			

Name of Contact:		Contact Phone:	
Contact Email:			



Form AB-17: 2021/2022 License Renewal Application

Section 2 – Entity or Community Ownership Information

Sole Proprietors should skip this Section.

Use the link from Corporations, Business and Professional Licensing (CBPL) below to assist you in finding the Entity #.
<https://www.commerce.alaska.gov/cbp/main/search/entities>

Alaska CBPL Entity #:	106606
-----------------------	--------

READ BEFORE PROCEEDING: Any new or changes to Shareholders (10% or more), Managers, Corporate Officers, Board of Directors, Partners, Controlling Interest or Ownership of the business license must be reported to the ABC Board within 10 days of the change and must be accompanied by a full set of fingerprints on FBI-approved card stock, AB-08a's, payment of \$48.25 for each new officer with a date-stamped copy of the CBPL change per AS 04.11.045, 50 & 55, or a Notice of Violation will be issued to your establishment and your application will be returned.

The only exception to this is a Corporation who can meet the requirements set forth in AS 04.11.050(c).

DO NOT LIST OFFICERS OR TITLES THAT ARE NOT REQUIRED FOR YOUR ENTITY TYPE.

- **Corporations of any type including non-profit** must list **ONLY** the following:
 - All shareholders who own 10% or more stock in the corporation
 - Each President, Vice-President, Secretary, and Managing Officer regardless of percentage owned
- **Limited Liability Corporations, of any type** must list **ONLY** the following:
 - All Members with an ownership interest of 10% or more
 - All Managers (of the LLC, not the DBA) regardless of percentage owned
- **Partnerships of any type, including Limited Partnerships** must list **ONLY** the following:
 - Each Partner with an interest of 10% or more
 - All General Partners regardless of percentage owned

Important Note: All entries below must match our records, or your application will be returned per AS 04.11.270, 3 AAC 304.105. You **must** list full legal names, all required titles, phone number, percentage of shares owned (if applicable) and a full mailing address for each official of your entity whose information we require. **If more space is needed: attach additional completed copies of this page. Additional information not on this page will be rejected.**

Name of Official:	HOLLY CUSACK-McVEIGH		
Title(s):	PRESIDENT/SECRETARY	Phone:	907-299-7770
Mailing Address:	P.O. Box 1720 Homer		
City:	HOMER	State:	AK
		ZIP:	99603

Name of Official:			
Title(s):		Phone:	
Mailing Address:			
City:		State:	
		ZIP:	

Name of Official:			
Title(s):		Phone:	
Mailing Address:			
City:		State:	
		ZIP:	



Form AB-17: 2021/2022 License Renewal Application

Section 3 – Sole Proprietor Ownership Information

Corporations, LLC's and Partnerships of ALL kinds should skip this section.

READ BEFORE PROCEEDING: Any new or changes to the ownership of the business license must be reported to the ABC Board within 10 days of the change and must be accompanied by a full set of fingerprints on FBI approved cardstock, AB-08a's, payment of \$48.25 for each new owner or officer and a date stamped copy of the CBPL change per AS 04.11.045, or a Notice of Violation will be issued to your establishment and your application will be returned.

Important Note: All entries below must match our records, or your application will be returned per AS 04.11.270, 3 AAC 304.105. You must list full legal names, phone number, and mailing address for each owner or partner whose information we require.

If more space is needed, attach additional copies of this page. Additional owners not listed on this page will be rejected.

This individual is an: Applicant Affiliate

Name:				Contact Phone:	
Mailing Address:					
City:		State:		ZIP:	
Email:					

This individual is an: Applicant Affiliate

Name:				Contact Phone:	
Mailing Address:					
City:		State:		ZIP:	
Email:					

Section 4 – License Operation

Check ONE BOX for EACH CALENDAR YEAR that best describes how this liquor license was operated:

- | | | |
|---|-------------------------------------|-------------------------------------|
| | 2019 | 2020 |
| 1. The license was regularly operated continuously throughout each year. (Year-round) | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. The license was only operated during a specific season each year. (Seasonal)
<i>If your operation dates have changed, list them below:</i>
<u>may 7th</u> to <u>sept 7th</u> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3. The license was only operated to meet the minimum requirement of 240 total hours each calendar year.
<i>A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form.</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both calendar years. <i>A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated.</i> | <input type="checkbox"/> | <input type="checkbox"/> |

If you have not met the minimum number of hours of operation in 2020, you are not required to pay the fees, however a complete AB-29 is required with Section 2 marked "OTHER" and COVID is listed as the reason.

Section 5 – Violations and Convictions

Have ANY Notices of Violation been issued for this license OR has ANY person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2019 or 2020?

Yes No

If you checked YES, you MUST attach a list of all Notices of Violation and/or Convictions per AS 04.11.270(a)(2)

If you are unsure if you have received any Notices of Violation, contact the office before submitting this form.

AMCO



Form AB-17: 2021/2022 License Renewal Application

Section 6 – Certifications

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, are true, correct, and complete.

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and potentially expired if I do not comply with statutory or regulatory requirements.
- I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application, and that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.
- I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and accurately listed, and I have provided AMCO with all required changes of Shareholders (10% or more), Managers, Corporate Officers/Board of Directors, Partners, Controlling Interest or Ownership of the business license, and have provided all required documents for any new or changes in officers.
- I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 304.465.
- I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name from what is currently approved and on file with the Alcoholic Beverage Control Board.

I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

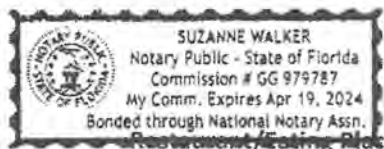
H. Cur-McVey
Signature of licensee

[Signature]
Signature of Notary Public

Holly M. Curack-McVey
Printed name of licensee

Notary Public in and for the State of: FLORIDA

My commission expires: April 19, 2024



Subscribed and sworn to before me this 22 day of December, 2020.

- **Restaurant/ Eating Place** applications must include a completed AB-33: Restaurant Receipts Affidavit
- **Recreational Site** applications must include a completed Recreational Site Statement
- **Tourism** applications must include a completed Tourism Statement
- **Wholesale** applications must include a completed AB-25: Supplier Certification

All renewal and supplemental forms are available online

Any application that is not complete or does not include ALL required completed forms and fees will not be processed and will be returned per AS 04.11.270, 3 AAC 304.105.

FOR OFFICE USE ONLY

License Fee:	\$ 300	Application Fee:	\$ 300.00	Misc. Fee:	\$
Total Fees Due:					\$ 600

AMCO



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

**Department of Commerce, Community,
and Economic Development**

ALCOHOL & MARIJUANA CONTROL OFFICE

550 West Seventh Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

June 2, 2021

H & D, Inc.
DBA: Boardwalk Fish & Chips
Via Email: hmcusack@iupui.edu ; darrenBFC@gmail.com

Re: Restaurant/Eating Place Public Convenience Seasonal License #4713 DBA: Boardwalk Fish & Chips

Dear Applicant:

I have received your application for renewal of your liquor license. Our staff has reviewed your application after receiving your application and required fees. Your renewal documents appear to be in order, and I have determined that your application is complete for purposes of AS 04.11.510, and AS 04.11.520.

Your application is now considered complete and will be sent electronically to your local governing body, your community council if your proposed premises is in Anchorage or certain locations in the Matanuska-Susitna Borough, and to any non-profit agencies who have requested notification of applications. The local governing body will have 60 days to protest the renewal of your license or waive protest.

A temporary license has been issued for this establishment.

Your application will be scheduled for the *June 2021* board meeting for Alcoholic Beverage Control Board consideration. The address and call-in number for the meeting will be posted on our home page. The board will not grant or deny your application at the meeting unless your local government waives its right to protest per AS 04.11.480(a).

Please feel free to contact us through the alcohol.licensing@alaska.gov email address if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Olivia Frank".

Olivia Frank
Occupational Licensing Examiner



Alaska Alcoholic Beverage Control Board

Master Checklist: Renewal Liquor License Application

Doing Business As:	American Legion Post #16	License Number:	2466
License Type:	Club		
Examiner:	OF	Transaction #:	1370529

Document	Received	Completed	Notes
AB-17: Renewal Application	11/9	6/1	
App and License Fees	11/9		

Supplemental Document	Received	Completed	Notes
Tourism/Rec Site Statement			
AB-25: Supplier Cert (WS)			
AB-29: Waiver of Operation			
AB-30: Minimum Operation			
AB-33: Restaurant Affidavit			
COI / COC / 5 Star			
FP Cards & Fees / AB-08a	11/9	6/1	Eileen Faulkner
Late Fee			

Names on FP Cards:	
--------------------	--

	Yes	No
Selling alcohol in response to written order (package stores)?	<input type="checkbox"/>	<input type="checkbox"/>
Mailing address and contact information different than in database (if yes, update database)?	<input type="checkbox"/>	<input type="checkbox"/>
In "Good Standing" with CBPL (skip this and next question for sole proprietor)?	<input type="checkbox"/>	<input type="checkbox"/>
Officers and stockholders match CBPL and database (if "No", determine if transfer necessary)?	<input type="checkbox"/>	<input type="checkbox"/>

LGB 1 Response:

Waive Protest Lapsed

LGB 2 Response:

Waive Protest Lapsed

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

XXXX

ISSUED

06/02/2021

ABC BOARD

LIQUOR LICENSE 2021 - 2022

4713

LICENSE RENEWAL APPLICATION DUE
DECEMBER 31, 2022 (AS 04.11.270(b))

THIS LICENSE EXPIRES MIDNIGHT
FEBRUARY 28, 2023 UNLESS DATED BELOW

TYPE OF LICENSE: Restaurant/Eating
Convenience Se

5/7 - 9/7

LICENSE FEE: \$300.00

1139

CITY / BOROUGH: Homer
Kenai Peninsula Borough

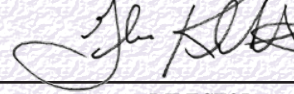
D/B/A: Boardwalk Fish & Chips
4287 Homer Spit Rd, Unit 4

Mail Address:
H & D, Inc.
PO Box 1720
Homer, AK 99603

This license cannot be transferred without permission
of the Alcoholic Beverage Control Board

Special restriction - see reverse side

ISSUED BY ORDER OF THE
ALCOHOLIC BEVERAGE CONTROL BOARD



DIRECTOR

04-900 (REV 9/09)

THIS LICENSE MUST BE POSTED IN A VISIBLE PLACE ON THE PREMISES

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

XXXX

ISSUED

06/02/2021

ABC BOARD

LIQUOR LICENSE 2021 - 2022

4713

LICENSE RENEWAL APPLICATION DUE
DECEMBER 31, 2022 (AS 04.11.270(b))

THIS LICENSE EXPIRES MIDNIGHT
FEBRUARY 28, 2023 UNLESS DATED BELOW

TYPE OF LICENSE: Restaurant/Eatin
Convenience Se

5/7 - 9/7

LICENSE FEE: \$300.00

CITY / BOROUGH: Homer
Kenai Peninsula Borough

This license cannot be transferred without permission
of the Alcoholic Beverage Control Board

Special restriction - see reverse side

ISSUED BY ORDER OF THE
ALCOHOLIC BEVERAGE CONTROL BOARD

COPY

DIRECTOR

D/B/A: Boardwalk Fish & Chips
4287 Homer Spit Rd, Unit 4

Mailing Address:
H & D, Inc.
PO Box 1720
Homer, AK 99603

THIS LICENSE MUST BE POSTED IN A VISIBLE PLACE ON THE PREMISES

04-900 (REV 9/09)

Department of Commerce, Community, and Economic Development
**CORPORATIONS, BUSINESS & PROFESSIONAL
 LICENSING**

[State of Alaska](#) / [Commerce](#) / [Corporations, Business, and Professional Licensing](#) / [Search & Database Download](#) / [Corporations](#) / Entity Details

ENTITY DETAILS

Name(s)

Type	Name
Legal Name	H & D INC.
Previous Legal Name	D & H, Inc.

Entity Type: Business Corporation

Entity #: 106606

Status: Good Standing

AK Formed Date: 2/21/2007

Duration/Expiration: Perpetual

Home State: ALASKA

Next Biennial Report Due: 1/2/2021 [File Biennial Report](#)

Entity Mailing Address: PO BOX 1720, HOMER, AK 99603

Entity Physical Address: 369 E. PIONEER AVE., C/O THE GROG S, C/O THE GROG SHOP,
HOMER, AK 99603

Registered Agent

Agent Name: Holly Cusack-Mcveigh

Registered Mailing Address: 369 E PIONEER AVE, HOMER, AK 99603

Registered Physical Address: 4287 HOMER SPIT RD #12, HOMER, AK 99603

Officials

Show Former

AK Entity #	Name	Titles	Owned
	DARREN MCVEIGH	Treasu	

49

AK Entity #	Name	Titles	Owned
	Holly Cusack-Mcveigh	President, Director, Secretary, Shareholder	100.00

Filed Documents

Date Filed	Type	Filing	Certificate
2/21/2007	Creation Filing	Click to View	
4/16/2007	Initial Report	Click to View	
4/16/2007	Agent Change	Click to View	
9/15/2010	Biennial Report	Click to View	
1/20/2011	Biennial Report	Click to View	
12/07/2012	Biennial Report	Click to View	
12/31/2013	Admin Dissolution		Click to View
6/23/2015	Biennial Report	Click to View	
6/23/2015	Reinstatement	Click to View	Click to View
6/23/2015	Agent Change	Click to View	
6/23/2015	Amendment	Click to View	Click to View
10/31/2016	Biennial Report	Click to View	
2/15/2019	Biennial Report	Click to View	

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Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business, and Professional Licensing
PO Box 110806, Juneau, AK 99811-0806

This is to certify that

BOARDWALK FISH & CHIPS

PO BOX 1720, HOMER, AK 99603-1720

owned by

D & H INC

is licensed by the department to conduct business for the period

October 8, 2020 to December 31, 2022
for the following line(s) of business:

72 - Accommodation and Food Services



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location.
It is not transferable or assignable.

Julie Anderson
Commissioner



Office of the Borough Clerk

144 North Binkley Street, Soldotna, Alaska 99669 • (907) 714-2160 • (907) 714-2388 Fax

Johni Blankenship, MMC
Borough Clerk

June 16, 2021

Sent via email: clerk@ci.homer.ak.us

Homer City Hall
City of Homer Clerk

RE: Non-Objection of Application

Licensee/Applicant	:	AMERICAN LEGION #16, GENERAL BUCKNER
Business Name	:	AMERICAN LEGION POST #16
License Type	:	Club
License Location	:	2410 East Rd, City of Homer
License No.	:	2466
Application Type	:	License Renewal

Dear Ms. Jacobsen,

This serves to advise that the Kenai Peninsula Borough has reviewed the above referenced application and has no objection.

Should you have any questions, or need additional information, please do not hesitate to let us know.

Sincerely,

Johni Blankenship, MMC
Borough Clerk

JB/ts

Encl.

cc: postsixteen@yahoo.com; clerk@ci.homer.ak.us; MBerg@kpb.us; SNess@kpb.us; MJenkins@kpb.us



Office of the Borough Clerk

144 North Binkley Street, Soldotna, Alaska 99669 • (907) 714-2160 • (907) 714-2388 Fax

Johni Blankenship, MMC
Borough Clerk

June 16, 2021

Sent via email: clerk@ci.homer.ak.us

Homer City Hall
City of Homer Clerk

RE: Non-Objection of Application

Licensee/Applicant	:	D & H Inc.
Business Name	:	BOARDWALK FISH & CHIPS
License Type	:	Restaurant/Eating Places - Public Convenience
License Location	:	4287 Homer Spit Rd. Unit # 4, City of Homer
License No.	:	4713
Application Type	:	License Renewal

Dear Ms. Jacobsen,

This serves to advise that the Kenai Peninsula Borough has reviewed the above referenced application and has no objection.

Should you have any questions, or need additional information, please do not hesitate to let us know.

Sincerely,

Johni Blankenship, MMC
Borough Clerk

JB/ts

Encl.

cc: hmcusack@iupui.edu; clerk@ci.homer.ak.us; MBerg@kpb.us; SNess@kpb.us;
MJenkins@kpb.us



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: MELISSA JACOBSEN, MMC, CITY CLERK

CC: LISA LINEGAR, COMMUNICATIONS SUPERVISOR

FROM: MARK ROBL, POLICE CHIEF

DATE: JUNE 24, 2021

SUBJECT: LIQUOR LICENSE RENEWAL FOR AMERICAN LEGION POST #16 AND
BOARDWALK FISH & CHIPS – No Objection

The Homer Police Department has no objection to the Liquor License Renewal Applications within the City of Homer for the following businesses:

License Type: Club
License #: 2466
DBA Name: American Legion Post #16
Service Location: 2410 East End Road
Homer, AK 99603
Licensee: American Legion Post #16
Contact Person: William Sheldon

License Type: Restaurant/Eating Place-Public Convenience
License #: 4713
DBA Name: Boardwalk Fish & Chips
Service Location: 4287 Homer Spit Rd. #4
Homer, AK 99603
Licensee: H&D Inc.
Contact Person: Darren McVeigh

ORDINANCE REFERENCE SHEET
2021 ORDINANCE
ORDINANCE 21-37

An Ordinance of the City Council of Homer, Alaska Accepting and Appropriating a State of Alaska Department of Public Safety Coronavirus Emergency Supplemental Funding Program Grant in the Amount of \$28,584.31 for Reimbursement for the Purchase of Respirators, and Cleaning and Sanitizing Equipment.

Sponsor: City Manager

1. City Council Regular Meeting June 28, 2021 Introduction

Memorandum 21-106 from Police Chief as backup

**CITY OF HOMER
HOMER, ALASKA**

City Manager/Police Chief

ORDINANCE 21-37

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA ACCEPTING AND APPROPRIATING A STATE OF ALASKA DEPARTMENT OF PUBLIC SAFETY CORONA VIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM GRANT IN THE AMOUNT OF \$28,584.31 FOR REIMBURSEMENT FOR THE PURCHASE OF RESPIRATORS AND CLEANING AND SANITIZING EQUIPMENT.

WHEREAS, The Alaska Department of Public Safety (DPS) Coronavirus Emergency Supplemental Funds (CESF) are available to local public safety agencies exclusively for COVID-19 related expenses through a reimbursement grant; and

WHEREAS, Homer Police Department (HPD) the grant will be used to reimburse for the purchase of respirators for all uniformed personnel to ensure officers can safely manage encounters with COVID-19 afflicted people, as well as the ability to enter areas contaminated with bio-hazards, chemical spills and other noxious or harmful airborne substances; and

WHEREAS, Funds will also be used to reimburse for the purchase of equipment to clean and sanitize the gym floor area where personnel engage in defensive tactics training; and

WHEREAS, The required documentation was submitted to DPS and HPD received notice of the grant award from DPS.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby accepts and appropriates the Alaska Department of Public Safety (DPS) Coronavirus Emergency Supplemental Funds (CESF) Grant to the City of Homer in the amount of \$28,584.31.

Revenue:

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
	Alaska Department of Public Safety Coronavirus Emergency Supplemental Funds (CESF)	\$28,584.31

Expenditure:

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
		\$28,584.31

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Section 2. This is a budget amendment ordinance, is temporary in nature, and shall not be codified.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 26th day of July, 2021.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

Introduction:

Public Hearing:

Second Reading:

Effective Date:



City of Homer

www.cityofhomer-ak.gov

Police Department

625 Grubstake Avenue
Homer, Alaska 99603

police@cityofhomer-ak.gov

(p) 907-235-3150

(f) 907-235-3151/ 907-226-3009

Memorandum 21-106

TO: City Manager Dumouchel

FROM: Chief Robl

DATE: 6-9-2021

SUBJECT: Grant Acceptance

We have received a grant through a State of Alaska Department of Public Safety Coronavirus Emergency Supplemental Funding Program. This grant in the amount of \$28,584.31 will reimburse us for the purchase of respirators for all uniformed personnel and some equipment which will be used to clean and sanitize the gym floor area where we engage in defensive tactics training.

The respirators are self-contained breathing apparatus's that will enable us to safely enter areas contaminated with bio-hazards, chemical spills and other noxious or harmful airborne substances.

The equipment and sanitizing agents will allow us to keep our exercise and training areas clear of bacteria and viruses so we can continue our critically important defensive tactics and hands-on arrest trainings more safely throughout the year and during times of various outbreaks. The included gym floor scrubber safely disinfects various floor coverings include hard covered floors, mats and carpeted areas.

I request we obtain council approval to accept this grant and appropriate the funding.

ORDINANCE REFERENCE SHEET
2021 ORDINANCE
ORDINANCE 21-38

An Ordinance of the City Council of Homer, Alaska Amending the FY2021 Capital Budget by Appropriating \$150,000 from the Homer Accelerated Roads and Trails (HART) Fund for the Implementation of the Iris Court Drainage Improvement Project.

Sponsor: City Manager

1. City Council Regular Meeting June 28, 2021 Introduction

Memorandum 21-107 from Public Works Director as backup

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Manager/
4 Public Works Director

5 **ORDINANCE 21-38**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
8 AMENDING THE FY 2021 CAPITAL BUDGET BY APPROPRIATING
9 \$150,000 FROM HOMER ACCELERATED ROADS AND TRAILS
10 (HART) FUND FOR THE IMPLEMENTATION OF THE IRIS COURT
11 DRAINAGE IMPROVEMENT PROJECT.

12
13 WHEREAS, Public Works received complaints that storm runoff from the Iris Court cul-
14 de-sac has been flowing onto private property causing glaciation and damage to private
15 property, and

16
17 WHEREAS, Public Works believes that the most cost effective method of rectifying the
18 problem is to develop a mini-storm drain that will direct water to an existing drainage
19 easement.

20
21 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

22
23 Section 1. The Homer City Council hereby amends the FY 2021 Capital Budget by
24 appropriating \$150,000 from the Homer Accelerated Road and Trails Program for the
25 construction of the drainage improvements.

<u>Account</u>	<u>Description</u>	<u>Amount</u>
160-xxxx	Storm Drainage Improvements	\$150,000

26
27
28
29
30 Section 2. This is a budget amendment ordinance only, is not permanent in nature, and
31 shall not be codified.

32
33 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 26th day of July, 2021.

34
35 CITY OF HOMER

36
37 _____
38 KEN CASTNER, MAYOR

39 ATTEST:

40
41 _____
42 MELISSA JACOBSEN, MMC, CITY CLERK

- 43 YES:
- 44 NO:
- 45 ABSTAIN:
- 46 ABSENT:
- 47
- 48 First Reading:
- 49 Public Reading:
- 50 Second Reading:
- 51 Effective Date:



Memorandum 21-017

TO: Mayor Castner and Homer City Council

THROUGH: Rob Dumouchel, City Manager

FROM: Janette Keiser, PE, Director of Public Works

DATE: June 17, 2021

SUBJECT: Iris Court Drainage Issue

- I. **Issue.** Water from a City-owned road ditch is flowing onto private residential property, without benefit of a drainage easement, and has caused damage to the home. We propose to design and construct remedial measures that will channel the water into a mini-storm drain system lain in the ROW and a nearby existing drainage easement, so it is diverted away from the house.
- II. **Background.** Iris Court is a cul de sac located off Mattox Street. The road was built to City Standards and accepted for City maintenance around 1985. The roadside drainage ditch network includes a cross-culvert that conveys water from the north side of Iris Court to the south side. From there it sheet flows across private property, specifically Lot 22, 1293 Iris Court. There is an existing drainage easement on the east side of this lot, but not on the west side, which is where the water flows.

In 2019, the City, as part of its normal road maintenance work, dug out the ditches around Iris Court. In 2020, the owner of Lot 22 contacted the City. He said water from the roadside ditch had flowed under his house where it glaciated around his electrical duct as well as a wooden member under his house, and caused damage. We investigated the situation and determined it was more likely than not that water from the City's drainage ditch had done what he said.

Our first plan was to do some remedial ditching, using in-house forces, to direct the water away from the house. So, this project was not included in the Public Works 5-Year CIP. However, one of the neighbors strongly objected to that plan, fearing the water would backflow onto her property. So, we explored other options, including consulting with the Corps of Engineers.

We determined the most feasible option would be to direct the water to the existing drainage easement on the west side of the lot. Even this option will be challenging because there are significant 3rd party utilities at that easement, which will need to be moved to get sufficient grade to allow the water to flow that way. The estimated cost for this solution is \$150,000, about 1/3 of which is the cost of relocating the existing utilities.

- III. Funding is available.** The City Council, on April 24, 2017, passed Resolution 17-038, which adopted the Homer Accelerated Roads and Trails Program (“HART”) Manual. The HART Manual identified a set of criteria for projects that may be considered for HART funding. The criteria that would be addressed by the Iris Court Drainage Project include addressing drainage issues.

The attached Pie Chart shows what the impact of this project would be on the HART Road fund, assuming the projects listed in the PW 5-Year CIP are also funded.

- IV. Recommendation.** That the City Council pass the proposed ordinance authorizing expenditure of \$150,000 from the HART-Roads Fund for the Iris Court Drainage Repair Project.

ORDINANCE REFERENCE SHEET
2021 ORDINANCE
ORDINANCE 21-39

An Ordinance of the City Council of Homer, Alaska Amending the FY 2021 Capital Budget by Appropriating an Additional \$180,657 from the Homer Accelerated Roads and Trails (HART) Fund for the Design of Phase 1 of the Mt. Augustine Road Drainage Improvement Project.

Sponsor: City Manager/Public Works Director

1. City Council Regular Meeting June 28, 2021 Introduction

Memorandum 21-108 from as Public Works Director as backup

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Manager/
4 Public Works Director

5 **ORDINANCE 21-39**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
8 AMENDING THE FY 2021 CAPITAL BUDGET BY APPROPRIATING AN
9 ADDITIONAL \$180,657 FROM HOMER ACCELERATED ROADS AND
10 TRAILS (HART) FUND FOR THE DESIGN AND COMPLETION OF PHASE
11 I OF THE MT. AUGUSTINE ROAD DRAINAGE IMPROVEMENT
12 PROJECT.

13
14 WHEREAS, The City Council appropriated \$97,000 from the HART Roads Fund for this
15 project, via Ordinance 20-85, adopted November 9, 2020; and

16
17 WHEREAS, The City issued a contract to Nelson Engineering, a Kenai firm with extensive
18 experience in road and drainage improvement design, including projects for the City of Homer,
19 to design the project; and

20
21 WHEREAS, The City also issued a contract to Coble Geophysics to help investigate the
22 impacts that groundwater may have been having on the neighborhood; and

23
24 WHEREAS, the original concept involved taking the drainage to a ravine to the east, but
25 in the course of their work, the design team concluded the eastern solution was not a viable
26 option after all for multiple reasons:

- 27
28 • The configuration of the existing eastern ravine is steep and deep near the Sterling
29 Highway, but gradually morphs into a shallow, wider ditch/depression as the water
30 winds its way to the bluff. This flow path is not always well-defined, sometimes
31 deteriorating into sheet flow over the ground. Any additional water would likely
32 overtop the flow path and flood adjacent property.
33
34 • As new water flows over the bluff, it will increase bluff erosion. There is already a
35 pronounced problem with bluff erosion, caused by the shallow groundwater aquifer in
36 that area. As the groundwater at the bluff freezes and thaws, the soil at the edge of the
37 bluff “melts” away.
38
39 • The adjacent property downstream from the eastern ravine is privately owned and the
40 owners are opposed to introducing more water on their property.

41 WHEREAS, The ravine to the west is well-defined; that is, steep and deep all the way to
42 the bluff, meaning any new water introduced into it would stay within the ravine; and
43

44 WHEREAS, Another advantage is that the drain line could be built as a “French drain”,
45 which would increase the dewatering effect in the neighborhood; and
46

47 WHEREAS, The western option is more expensive, involving three more storm drain
48 manholes and over 700 more feet of 24” storm drain as well as a sluice directing water into the
49 ravine; and
50

51 WHEREAS, The other issue is that introducing additional flow into this ravine would
52 exacerbate erosion in the ravine unless protective measures were taken, such as installing a
53 “tight line” to convey the additional drainage flow all the way down to the bluff and protect
54 the discharge point, on the beach, with rock; and
55

56 WHEREAS, THE benefits of this project include reducing the possibility of soil instability
57 in the neighborhood by reducing the volume of water that seeps into the soil and enters the
58 shallow groundwater aquifer.
59

60 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
61

62 Section 1. The Homer City Council hereby amends the FY 2021 Capital Budget by
63 appropriating an additional \$180,657 from the Homer Accelerated Road and Trails Program for
64 the final design and construction of the Mt. Augustine Drainage Improvements.
65

<u>Account</u>	<u>Description</u>	<u>Amount</u>
160-xxxx	Mt. Augustine Storm Drainage Improvements	\$180,657

66
67
68
69 Section 2. This is a budget amendment ordinance only, is not permanent in nature, and
70 shall not be codified.
71

72 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___th day of _____, 2021.
73

74 CITY OF HOMER
75

76
77 _____
78 KEN CASTNER, MAYOR
79
80

81 ATTEST:

82

83 _____

84 MELISSA JACOBSEN, MMC, CITY CLERK

85

86

87 YES:

88 NO:

89 ABSTAIN:

90 ABSENT:

91

92

93 First Reading:

94 Public Reading:

95 Second Reading:

96 Effective Date:



Memorandum 21-108

TO: Mayor Castner and Homer City Council
Through: Robert Dumouchel, City Manager
FROM: Janette Keiser, PE, Director of Public Works
DATE: June 9, 2021
SUBJECT: Mt. Augustine Road Drainage Improvement Project – Update

Issue: When we updated the City Council about this project, we reported the design was at 35% completion and we were exploring downstream impacts. We also indicated we were pursuing some groundwater research to, among other things, better understand the link between groundwater and surface water in the neighborhood. The purpose of this Memorandum is to provide a further update and request additional funding.

Background: The original intent of the project was to capture surface water flowing near the intersection of Mt. Augustine Road and the Sterling Highway and convey it to a “*naturally occurring ravine, gully, watercourse or runnel*”. There were two natural ravines in the neighborhood, one to the east and one to the west. The 35% design focused on the east, since that was a shorter distance from the intersection. This solution, which included 243 feet of culvert and two storm drains, was the basis for the estimated total project cost of \$115,694.

We explored in more detail what the impact would be on downstream properties if we introduced larger quantities of water into the eastern ravine. We originally thought we could up-size a handful of existing culverts and call it good. However, we’ve discovered there are more serious issues. The bottom line is that the eastern solution is not a viable option after all for multiple reasons:

1. The configuration of the existing eastern ravine is steep and deep near the Sterling Highway, but gradually morphs into a shallow, wider ditch/depression as the water winds its way to the bluff. This flow path is not always well-defined, sometimes deteriorating into sheet flow over the ground. Any additional water would likely overtop the flow path and flood adjacent property.
2. As new water flows over the bluff, it will increase bluff erosion. There is already a pronounced problem with bluff erosion, caused by the shallow groundwater aquifer in that area. As the groundwater at the bluff freezes and thaws, the soil at the edge of the bluff “melts” away. It’s like watching the edge of a sugar cube melt when it’s dipped into a cup of tea.

3. Even if we could successfully address these two issues, there is another issue, which is a clear “deal breaker”. The adjacent property downstream from the eastern ravine is privately owned and the owners are opposed to introducing more water on their property.

We looked to the west. The ravine to the west is well-defined; that is, steep and deep all the way to the bluff. It already accepts water from the Sterling Highway. Any new water introduced into it would stay within the ravine. The other advantage is that the drain line could be built as a “French drain”, which would increase the dewatering effect in the neighborhood.

The downside is that this second option is more expensive. It involves five storm drain manholes and over 1000 feet of 24” storm drain as well as a sluice directing water into the ravine. The total project cost for the Option #2 basic storm drain is estimated at \$277,657, over twice as much as the estimate for the eastern solution.

The other issue with Option #2 is that introducing additional flow into this ravine would exacerbate erosion in the ravine unless we took protective measures. We are exploring ways to mitigate adverse consequences. For example, we could “tight line” the additional drainage flow all the way down to the bluff and protect the discharge point, on the beach, with rock. Installing such a “tight line” would significantly increase the project’s cost. However, the work could be done in phases, with Phase 1 being the storm drain to the west, along Mt. Augustine Rd, and Phase 2 being the tight line in the western ravine.

What would the benefits of this project be? According to the experts, what is happening now is that surface water is flowing from north of the Sterling Highway under the road onto private property, where it eventually seeps into the soil and enters the shallow groundwater aquifer. This water is, along with naturally occurring groundwater and water injected into the soil through septic systems, increasing the pressure head in the aquifer. This increases the possibility of soil instability. The subject project would reduce the volume of water that causes this effect, thereby better protecting the whole neighborhood.

In fact, the benefits to the whole neighborhood are projected to be so pronounced that the Council may want to consider creating a Drainage District for the neighborhood to help pay for the solution

Service Provider	Option #1	Option #2
Nelson Engineering	\$13,000	\$23,852
Ability Survey	\$ 2,000	\$ 6,200
Coble Geophysical	\$5,000	\$15,000
<u>Construction estimate</u>	<u>\$100,055</u>	<u>\$232,605</u>
Total	\$112,182	\$277,657
Existing appropriation (Ordinance 20-85)	\$ 97,000	\$ 97,000
Balance Needed	\$15,182	\$180,657

Recommendations:

- (1) We recommend
 - a. Proceeding with the design and construction of Phase 1.
 - b. We continue to investigate Phase 2, the downstream “tightline” to better understand what is needed.

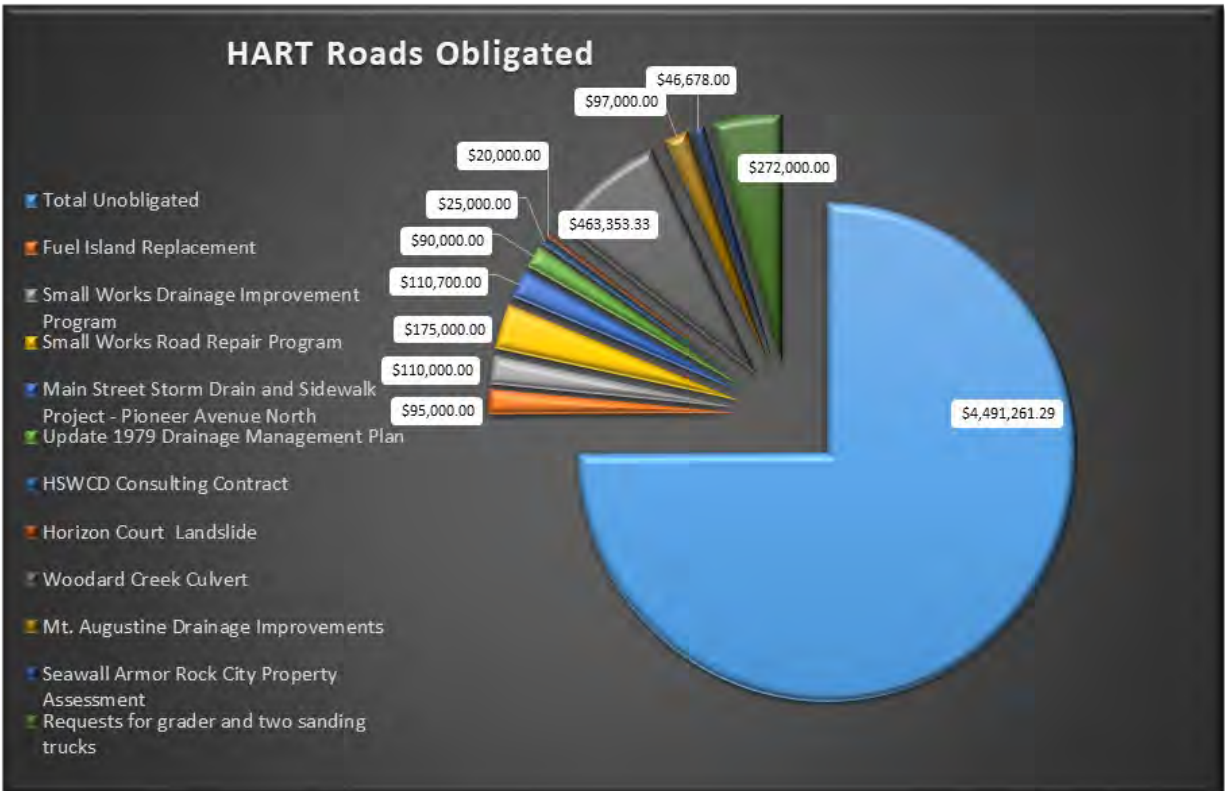
- (2) We further recommend the City explore the concept of creating a Drainage District to help fund the neighborhood-wide drainage improvements.

From: [Janette Keiser](#)
To: [Robert Dumouchel](#)
Cc: [Melissa Jacobsen](#)
Subject: FW: HART Roads Pie Chart
Date: Wednesday, June 9, 2021 2:17:54 PM
Attachments: [image001.png](#)

Rob

Here is a pie chart representing the status of the HART Road Fund, which goes with the Mt. Augustine Drainage memo/ordinance.

Regards,
Jan



Owen Meyer
Asset Management Coordinator
City of Homer
907-435-3124

ORDINANCE REFERENCE SHEET
2021 ORDINANCE
ORDINANCE 21-40

An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 2.08.120
Teleconference-Limitations.

Sponsor: City Clerk

1. City Council Regular Meeting June 28, 2021 Introduction

Memorandum 21-109 from City Clerk as backup

**CITY OF HOMER
HOMER, ALASKA**

City Clerk

ORDINANCE 21-40

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
AMENDING HOMER CITY CODE 2.08.120 TELECONFERENCE-
LIMITATIONS.

WHEREAS, Ordinance 20-21(S)(A) amended Homer City Code 2.08.100 – 120 regarding telephonic procedures for city meetings; and

WHEREAS, Ordinance 20-21(S)(A) established that teleconferencing means remote participation by telephone or web-based format by an official for a meeting of the City Council which must enable the remote official, for the duration of the meeting, to clearly hear the Mayor, all Council members, the City Clerk and public testimony and to be clearly heard by the Mayor, all Council members, the City Clerk and the public in attendance; and

WHEREAS, Ordinance 20-21(S)(A) also provided for exceptions for meetings held while an emergency disaster declaration is in effect and the nature of the disaster significantly impacts a Council member’s ability to attend a Council meeting other than by teleconference or other technological means; and

WHEREAS, The current emergency declaration related to COVID-19 expires on June 28, 2019; and

WHEREAS, There is currently a situation where the council chambers is being remodeled and unavailable to hold in person city meetings; and

WHEREAS, Other situations could arise that wouldn’t require an emergency declaration but may prohibit conducting in person meetings, such as fire, water damage from pipe failure, and power failure.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. Homer City Code 2.08.120 Teleconference – limitations is hereby amended as follows:

2.08.120 Teleconference – Limitations.

a. All Council members and the Mayor should make all reasonable effort to be physically present for every meeting. Teleconference procedures may not be used as a regular means of

42 attendance at meetings except temporarily during events described in subsection (f) of this
43 section.

44
45 b. Each Council member and the Mayor may attend a maximum of three City Council meetings
46 by teleconference during the 12-month period commencing November 1st each year. If a
47 member participates in any part of a regularly scheduled meeting by teleconference, it will
48 count towards their maximum allowable teleconference participations.

49
50 c. Each Council member and the Mayor may attend additional teleconferences as a special
51 exception if expressly approved for good cause in each instance by a vote of the Council. Good
52 cause may include, but is not limited to, absence required for work-related travel or medical
53 care needed for the individual or the individual's immediate family.

54
55 d. A Council member or the Mayor may request to participate in a meeting by teleconference
56 upon notification to the City Clerk before the time scheduled for the start of the meeting as a
57 special exception if expressly approved for good cause in each instance by a vote of the
58 Council. Good cause may include, but is not limited to, absence required for work-related
59 travel or medical care needed for the individual or the individual's immediate family.

60
61 e. No Council member or the Mayor shall attend by teleconference means:

- 62 1. An executive session of the City Council.
63 2. A hearing on an ethics charge under Chapter 1.18 HCC.

64
65 f. Subsections (b) through (e) of this section do not apply to meetings held while an emergency
66 disaster declaration is in effect and the nature of the disaster significantly impacts a Council
67 member's ability to attend a Council meeting other than by teleconference or other
68 technological means, **or when circumstances arise that temporarily prohibit meetings**
69 **from being held in the City Council Chambers.**

70
71 Section 2. This ordinance is of a permanent and general character and shall be included
72 in Homer City Code.

73
74 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___ day of ____, 2021.

75
76 CITY OF HOMER
77
78
79 _____
80 KEN CASTNER, MAYOR

81 ATTEST:
82 _____
83 MELISSA JACOBSEN, MMC, CITY CLERK

- 84
- 85 YES:
- 86 NO:
- 87 ABSENT:
- 88 ABSTAIN:
- 89
- 90 First Reading:
- 91 Public Hearing:
- 92 Second Reading:
- 93 Effective Date:



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum 21-109

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: MELISSA JACOBSEN, MMC, CITY CLERK
DATE: JUNE 23, 2021
SUBJECT: ORDINANCE REGARDING TELEPHONIC LIMITATIONS

Homer City Code allows the ability to conduct meetings remotely while an emergency declaration is in place.

With the expiration of the disaster declaration and the remodel of the Cowles Council Chambers underway it brings to mind there may be times when we may need to meet remotely due to temporary circumstances that don't justify an emergency declaration, such as fire, water damage from pipe failure, and power failure.

Recommendations: Adopt Ordinance 21-40 amending telephonic limitations.

ORDINANCE REFERENCE SHEET
2021 ORDINANCE
ORDINANCE 21-42

An Ordinance of the City Council of Homer, Alaska Authorizing the City Manager to Expand a Non-Exclusive Public Utility Easement on the Homer Spit and Authorizing the City Manager to Negotiate and Enter into an Agreement with Alaska Communications Internet, LLC (ACS) for Payment to the City in the amount of Seventy Five Thousand (\$75,000) as Compensation for the City's Efforts in Expanding the Easement and for past use of the Property without Authorization by ACS.

Sponsor: City Manager/Port Director

1. City Council Regular Meeting June 28, 2021 Introduction

Memorandum 21-111 from Port Director as backup

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Manager/Port Director

4 **ORDINANCE 21-42**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
7 AUTHORIZING THE CITY MANAGER TO EXPAND A NON-EXCLUSIVE
8 PUBLIC UTILITY EASEMENT ON THE HOMER SPIT AND
9 AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND ENTER
10 INTO AN AGREEMENT WITH ALASKA COMMUNICATIONS
11 INTERNET, LLC (“ACS”) FOR PAYMENT TO THE CITY IN THE
12 AMOUNT OF SEVENTY-FIVE THOUSAND DOLLARS (\$75,000) AS
13 COMPENSATION FOR THE CITY’S EFFORTS IN EXPANDING THE
14 EASEMENT AND FOR PAST USE OF CITY PROPERTY WITHOUT
15 AUTHORIZATION BY ACS.
16

17 WHEREAS, “Real Property” is defined as any estate in land, easement, right-of-way,
18 lease, future interest, building, fixture, or any other right, title or interest in land or buildings,
19 per Homer City Code (HCC) 18.02.020; and
20

21 WHEREAS, A proposal to dispose of real property owned by the City may be initiated by
22 the City Manager or the Council, or in response to a request received from any person, per HCC
23 18.12.020(a); and
24

25 WHEREAS, In April of 2019, ACS informed the City of a field survey error that resulted in
26 a portion of fiber optic cable installed outside the existing non-exclusive public utility
27 easement, identified as Lot 12-A, Homer Spit No. 2 Amended, Plat No. 92-50 and Lots 13, 14,
28 15, and 16 Homer Spit Amended, Plat No. 89-34 Homer Recording District, State of Alaska,
29 without the pre-approval or permission of the City; and
30

31 WHEREAS, ACS requested an expansion to include a 10 to 20 foot strip outside of, and
32 following in parallel with, the southernmost side of the existing non-exclusive public utility
33 easement located across portions of Lots 12 – 16, along Homer Spit Road; and
34

35 WHEREAS, The land was appraised for Fifty Thousand and Three Hundred Dollars
36 (\$50,300) on June 19, 2020; and
37

38 WHEREAS, The portion of the City property that is outside the current easement is
39 property that would not otherwise be used for a permanent structure or in any way negatively
40 impacted by the expansion of a public utility easement; and
41

42 WHEREAS, It is in the best interest of the City to expand the public easement as the

43 current easement has limited space due to existing installations and the slope of the harbor;
44 and

45
46 WHEREAS, In recognition of the effort on behalf of the City to expand the public utility
47 easement and the prior use of the easement without City authorization, ACS will compensate
48 the City in the amount of \$75,000; and

49
50 WHEREAS, Disposal of real property shall be authorized by ordinance per HCC 18.12.020
51 (b).

52
53 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

54
55 Section 1. The City Manager is hereby authorized to expand the public utility easement
56 on the Homer Spit for Lots 12 through 16 of Plat 89-15 as recorded at the Homer Recording
57 District.

58
59 Section 2. The City Manager is authorized to negotiate and enter into an agreement
60 with ACS to provide payment to the City in the amount of \$75,000 for the expansion of the
61 easement and its past use of City property.

62
63 Section 3. This ordinance is general and permanent in nature and shall not be codified.

64
65 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ____ day of _____,
66 2021.

67
68 CITY OF HOMER
69
70
71 _____
72 KEN CASTNER, MAYOR

73 ATTEST:
74
75
76 _____
77 MELISSA JACOBSEN, MMC, CITY CLERK

78
79 YES:
80 NO:
81 ABSTAIN:
82 ABSENT:

83

- 84 First Reading:
- 85 Public Hearing:
- 86 Second Reading:
- 87 Effective Date:



Memorandum 21-111

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
THRU: ROB DUMOUCHEL, CITY MANAGER
FROM: BRYAN HAWKINS, PORT DIRECTOR / HARBORMASTER
DATE: June 24, 2021
SUBJECT: NON-EXCLUSIVE EASEMENT EXPANSION RE: ALASKA COMMUNICATIONS INTERNET, LLC (hereinafter "ACS")

In April of 2019, ACS informed the City of a field survey error that has resulted in a portion of their recent fiber optic cable installation being built outside of the existing utility easements without the pre-approval or permission of the City. ACS requested that the City grant an extension of the easement to include the incorrectly installed fiber optic cable. City staff researched how granting this easement may affect or encumber City land and discussed with ACS the various alternatives. A proposed agreement was drafted and reviewed by City Council, who passed Resolution 19-032 on May 13, 2019. Resolution 19-32 gave the City Manager the authority to enter into an MOU where ACS provided fiber optic cable installation to the City in turn, the City would grant authorization to expand the existing public utility easement on the Homer Spit for Lots 12 through 16 of Plat 89-15 to incorporate ACS's cable that was installed outside the existing easement.

However, further review by ACS of their policies led them to believe that they did not have the authority to fulfill their side of the agreement as they had originally believed they could. It was therefore requested that the property for the additional easement be assessed for market value. On June 19, 2020, the market value of the easement was assessed for \$50,300. The following monetary agreement was reached between JDO Law (representing the City's interests) and ACS's legal team. The agreement reached is contingent upon City Council's approval of the non-exclusive easement expansion and authorization of the City Manager to negotiate and execute the settlement agreement. In addition, a Public Works utility permit is necessary.

Considerations for how granting this easement would affect long term development on these lots:

- The area in question is currently used for parking, which should not be impacted by the widening of the easement.
- The properties have not been listed as land available for lease in the City's land allocation plan.
- Overslope development has been identified in the Land Allocation Plan for a portion of this area.
- If the properties were to experience development in the future it would limit the footprint possibility of structures by the affected square footage of the expanded easement, parking or paving would still be available options.
- Non-exclusive utility easement remains under City control.

Recommendation:

- Authorization for the City Manager to expand and execute a non-exclusive public utility easement to ACS on the Homer Spit affecting the easement for Lots 12 through 16 of Plat 89-15 as recorded at the Homer Recording District. Authorization for the City Manager to negotiate and enter into an agreement with ACS for payment to

the City in the amount of seventy-five thousand dollars (\$75,000) as compensation for the City's efforts in expanding the non-exclusive public utility easement and for the past use of City property without authorization by ACS.

- Attachments:
- 1) Surveyed easement
 - 2) Proposed settlement contract

PUBLIC UTILITY EASEMENT
(Non-Exclusive Expansion of Easement for a Fiber Optic Communications Cable)

The City of Homer, Alaska, an Alaska Municipal Corporation (hereinafter "Grantor"), whose mailing address is 491 E. Pioneer Avenue, Homer, AK 99603, for good and valuable consideration, the receipt of which is hereby acknowledged, does hereby grant to Alaska Communications Internet, LLC., (hereinafter "Grantee"), whose mailing address is 600 Telephone Avenue, Anchorage AK 99503, a non-exclusive expansion of easement (the "Easement") for the installation, maintenance, repair, removal, replacement and enlargement of a fiber optic communications cable (the "Facilities") for purposes of providing fiber optic communications, on lands owned by Grantor in the Third Judicial District, State of Alaska, generally described as a 10 to 20 foot strip outside of, and following in a parallel with, the southernmost side of the existing public utility easement located along Homer Spit Road and more particularly described as Lot 12-A, Homer Spit No. 2 Amended, Plat No. 92-50 and Lots 13, 14, 15, and 16 Homer Spit Amended, Plat No. 89-34 Homer Recording District, State of Alaska, and set out in Exhibits A-1 and A-2 attached hereto and incorporated herein by this reference (hereinafter the "Premises"). This Easement is subject to the following conditions:

1. The location and boundaries of this Easement shall be as generally depicted on the maps attached hereto as Exhibit A-1 and A-2.
2. All of the activities permitted to the Grantee pursuant to this Easement shall be conducted, and all of the Facilities shall be situated or placed, within boundaries of the Easement as depicted on Exhibit A-1 and A-2.
3. Exhibit A-1 and Exhibit A-2's identification of the "new easement" means the expanded Easement area and does not change the intent of the Grantor regarding expansion.
4. All of the Facilities to be installed on this Easement shall be underground except for the required service connections and utility Pedestals necessary for the Grantee to provide service to customers gaining access to the fiber optic cables.
5. The Easement is given for the purposes of allowing Grantee to:
 - a. install, construct, reconstruct, repair, operate, alter, replace, maintain, abandon, and remove under the Easement, a Fiber Optic Communications System (the "Facilities"); and

Under no circumstances shall Grantee be permitted or allowed to use the Easement for the purposes of co-locating any utility or other service, or equipment to support any utility or other service, that are not directly related to the transmission of signals by means of an underground fiber optic cable.

{01157703}

6. Grantor agrees that all portions of the Facilities under the Easement, at the Grantee's expense shall remain the property of the Grantee, removable at the option of the Grantee.

7. The Grantee, and its successors and assigns, are hereby prohibited the right to assign all or any part of their rights in the Easement to another entity. Grantor will consider an assignment subject to an amendment and written approval by the Grantor, which shall not be unreasonably withheld.

8. Grantor reserves all rights of ownership in and to the Easement and the property surrounding the Easement which are not inconsistent with the Easement, including, without limitation, the right to grant further easements on, over or across the Easement. Grantor further reserves the right to use the Easement for all uses not interfering with the use hereby permitted to Grantee.

9. Grantee hereby agrees to indemnify, defend and hold harmless Grantor from and against all claims, charges, demands, suits, loss, liabilities, penalties, damages, costs, or expenses (including actual attorney's fees and expenses incurred in defense thereof) for injury to or death of persons, damage to or loss of property, direct or indirect economic damage or loss, or any other injury, damage or loss, arising out of or related in any way to any of the following, including without limitation all claims by Grantee's employees: (a) Grantee's activities pursuant to this Easement; (b) the presence on the Premises of the Facilities; (c) acts or omissions by Grantee or by persons or entities within Grantee's reasonable control in, on or about the Premises, including without limitation any breach of any of the provisions of this Easement by Grantee or by persons or entities within Grantee's reasonable control; or (d) conditions on the property caused by acts or omissions of the Grantee within the boundaries of the Easement. This paragraph does not in any way limit the protections afforded to Grantor under AS 09.65.070 and AS 09.65.200. Grantor covenants that it is the owner of the surface estate of the fee title of the Premises and that the Premises are subject to whatever liens, encumbrances or other easements that may be revealed by an inspection of the public records or visual inspection of the Easement.

10. Grantee shall not commit waste within the Easement, and shall keep it in good order and repair.

11. Grantee hereby acknowledges that Grantor may, in the future provide, easements to other parties or lease the Premises to one or more third parties. Grantee will construct the improvements and maintain the Facilities within the Easement in a manner: (a) that complies with all codes, laws, rules, or regulations applicable to the activities of the Grantee; (b) that does not interfere with other existing easement holder(s) rights; and (c) that minimizes interference with the use of the Easement or the Premises by the Grantor or third parties.

12. Prior to performing any construction within the Easement, Grantee will, and will cause all contractors who perform work for Grantee or Grantee's agents within the Easement to, name Grantor as an additional insured on all policies of liability insurance and to provide certificates of insurance to Grantor evidencing such coverage before Grantee or any contractor commences work within the Easement.

Memorandum Of Agreement
For Non-Exclusive Utility Easement

Recitals

1. Alaska Communications Internet, LLC., (including its affiliates, “Alaska Communications”) constructed a fiber optic conduit system across five lots on Homer Spit.
2. The five lots at issue are owned by the City of Homer (“the City”) and have a legal description of Lot 12-A, Homer Spit No. 2 Amended, Plat No. 92-50 and Lots 13, 14, 15, and 16 Homer Spit Amended, Plat No. 89-34 Homer Recording District, State of Alaska.
3. Alaska Communications mistakenly installed the conduit system outside of the existing public utility easement that crosses the five lots.
4. The City agrees to expand the non-exclusive utility easement to rectify the installation error and Alaska Communications agrees to provide the City a one-time payment of \$75,000.
5. The expanded non-exclusive easement will be managed according to all applicable current standards set forth in the Homer City Code, including but not limited to, HCC Title 11.24.
6. The Parties adopt the conditions set forth herein to govern this agreement.

Terms

Alaska Communications and the City of Homer agree as follows:

1. In exchange for the City expanding the non-exclusive utility easement, Alaska Communications will provide the City a one-time payment of \$75,000.
2. The City will include adjacent public property into a non-exclusive public utility easement managed by the City of Homer, generally described as a 10 to 20 foot strip outside of, and following in parallel with, the southernmost side of the existing public utility easement located

across portions of five City lots along Homer Spit Road as shown in Exhibit A-1 & A-2 and provided by Mullikin Surveys on May 30, 2019. This addition of public property into the existing public easement will create a widened non-exclusive public utility easement.

3. Alaska Communications and the City hereby agree that this agreement constitutes full settlement, satisfaction, and release of any and all claims, demands, rights, and causes of action of any kind, whether known or unknown, including any future claims and any claims for fees, interest, costs, and expenses, arising from, or related to the fiber installed outside the existing utility easement across the five City lots.
4. Wherefore, each party on behalf of themselves, their administrators, assigns, predecessors and successors in interest, do hereby, for good and valuable consideration, the receipt of which is hereby acknowledged, release and forever discharge the other party and its respective officials, agencies, representatives, officers, employees, agents, directors, corporate affiliates, assigns and attorneys, from any and all claims, demands, rights, causes of actions, liens, and all other liabilities whatsoever, whether known or unknown, suspected or unsuspected, that the releasing party now has or hereafter may have with respect to the same subject matter that gave rise to the above-referenced action, including claims that could have been but were not alleged.
5. The parties agree to the following terms and conditions:
 - a. The City will provide an expanded easement consistent with Exhibits A-1 and A-2, attached hereto;
 - b. Alaska Communications' payment of \$75,000 will be made simultaneously with exchange of the non-exclusive easement, which will be subsequently recorded; and
 - c. Alaska Communications and the City agree that each party will bear its own costs, expenses, and fees related to this matter.

6. Each party's representative, whose name is affixed below, acknowledges that he or she read, reviewed and understands this Memorandum of Agreement and is fully authorized to enter into its terms and conditions and that it will be bound thereby. Each party further acknowledges that it enters into this Memorandum of Agreement, freely and voluntarily.
7. This Memorandum of Agreement may be executed in several counterparts, all of which taken together will constitute one single agreement, and may be executed by electronic signature and delivered electronically. The Parties have executed this Memorandum of Agreement as of the last date indicated below.

Alaska Communications

City of Homer

By:

By:

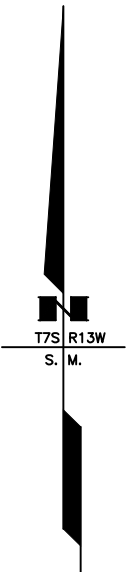
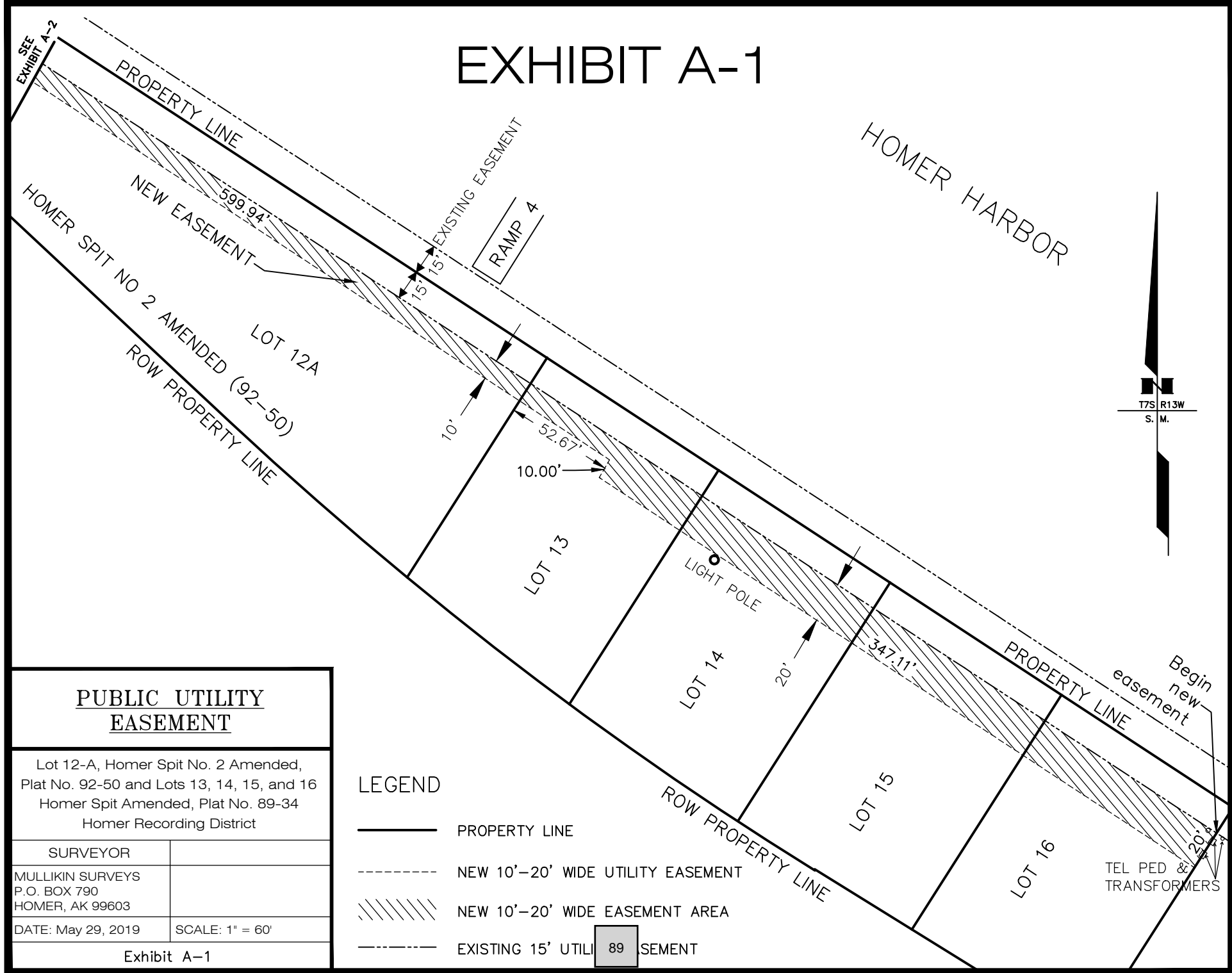
Title:

Title:

Date:

Date:

EXHIBIT A-1



PUBLIC UTILITY EASEMENT

Lot 12-A, Homer Spit No. 2 Amended,
Plat No. 92-50 and Lots 13, 14, 15, and 16
Homer Spit Amended, Plat No. 89-34
Homer Recording District

SURVEYOR	
MULLIKIN SURVEYS P.O. BOX 790 HOMER, AK 99603	
DATE: May 29, 2019	SCALE: 1" = 60'

Exhibit A-1

LEGEND



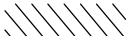

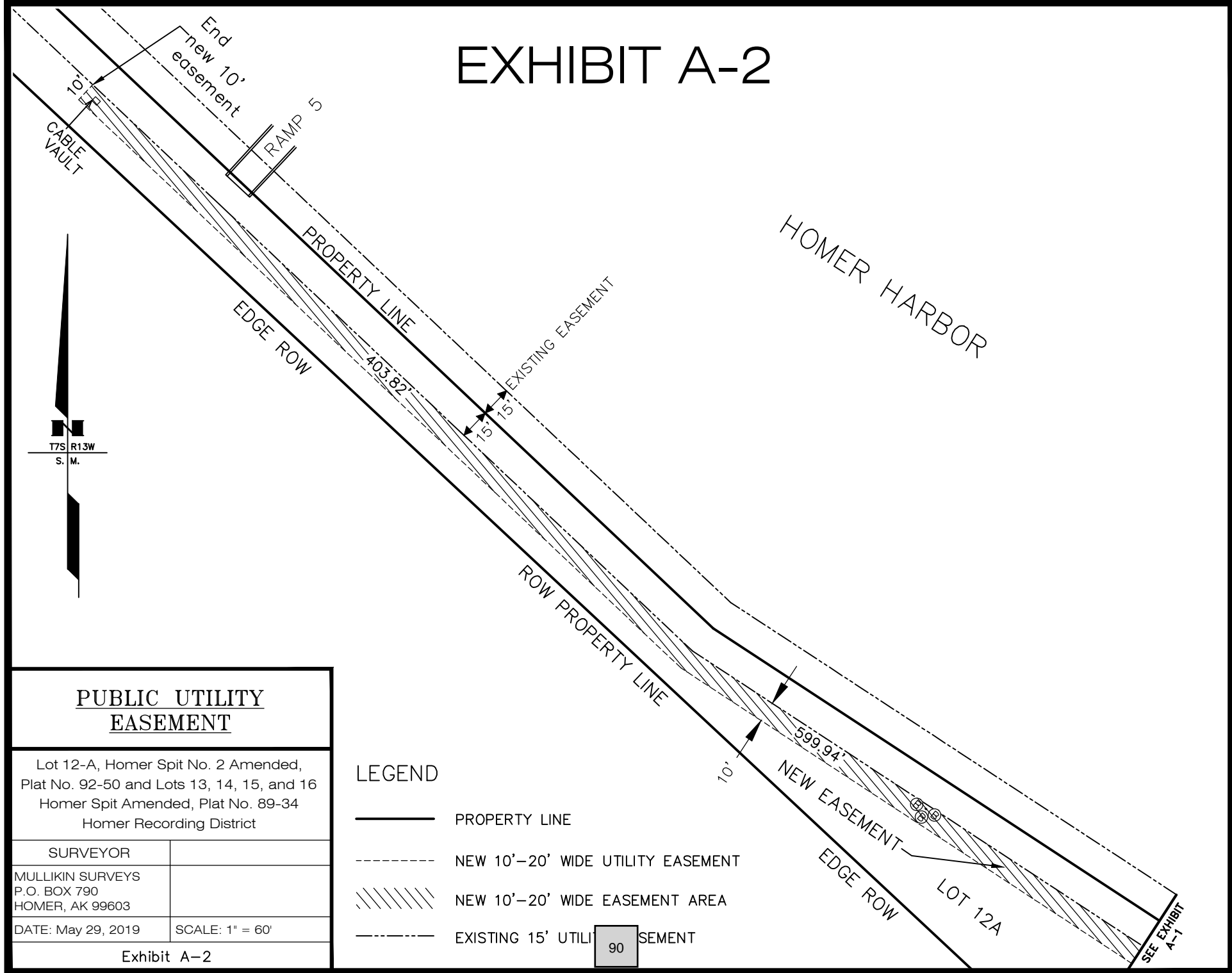
-  PROPERTY LINE
-  NEW 10'-20' WIDE UTILITY EASEMENT
-  NEW 10'-20' WIDE EASEMENT AREA
-  EXISTING 15' UTILITY EASEMENT

EXHIBIT A-2




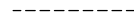
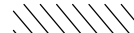

PUBLIC UTILITY EASEMENT

Lot 12-A, Homer Spit No. 2 Amended,
 Plat No. 92-50 and Lots 13, 14, 15, and 16
 Homer Spit Amended, Plat No. 89-34
 Homer Recording District

SURVEYOR	
MULLIKIN SURVEYS P.O. BOX 790 HOMER, AK 99603	
DATE: May 29, 2019	SCALE: 1" = 60'

Exhibit A-2

LEGEND

-  PROPERTY LINE
-  NEW 10'-20' WIDE UTILITY EASEMENT
-  NEW 10'-20' WIDE EASEMENT AREA
-  EXISTING 15' UTILITY EASEMENT

SEE EXHIBIT A-1

**CITY OF HOMER
HOMER, ALASKA**

City Manager

RESOLUTION 21-046

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA (HEREINAFTER "MUNICIPALITY") ACCEPTING CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS AWARD TO NON-ENTITLEMENT UNITS OF LOCAL GOVERNMENT (NEUs) FROM THE ALASKA DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT (HEREINAFTER "DEPARTMENT").

WHEREAS, The municipality wishes to provide the above described funds for the City of Homer; and

WHEREAS, The municipality total operating budget revenue in effect as of January 27, 2020 was \$23,037,576.

NOW, THEREFORE, BE IT RESOLVED that the municipality has read and agrees to the federal guidance pertaining to the Recovery Funds, and accepts the Recovery Funds from the Department; and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to negotiate and execute any and all documents required for issuing funds on behalf of this municipality, and is also authorized to execute subsequent amendments to said agreement, based upon the needs of the project.

PASSED AND ADOPTED by the Homer City Council on this 28th day of June, 2021.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal note: N/A



Memorandum 21-118

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: June 22, 2021
SUBJECT: Resolution to Accept American Rescue Plan Act (ARPA) Funds

The 1.9 trillion-dollar APRA passed by Congress in March 2021 includes \$350 billion in direct aid to states and local governments. Of that \$350 billion total, \$65 billion has been allocated to cities, towns and villages through a funding formula.

The City of Homer has been allocated an estimated \$1.4 million which will be distributed through the State of Alaska Division of Community and Regional Affairs (DCRA). The amount will be determined by the final signed State of Alaska budget. While State budget deliberations continue, DCRA reached out to inform recipients that in the first step for accepting these funds requires City Council to pass a resolution agreeing to do so.

After the State of Alaska budget is signed and final allocations determined, the City will receive a Terms and Conditions Agreement and Assurances Terms and Conditions Agreement from DCRA.

The City of Homer will receive ARPA funds in two tranches, with 50% provided in 2021 and the balance delivered approximately 12 months later. The covered period for eligible expenditures begins March 3, 2021 and extends to December 31, 2024.

Eligible uses of ARP funds are to:

- Replace lost revenue for local governments that have suffered revenue reductions as a result of COVID-19, an eligible expense which was absent from the two 2020 federal coronavirus relief packages;
- Make investments in water, sewer, or broadband infrastructure;
- Respond to the COVID-19 emergency and address its negative economic impacts; and
- Provide premium pay to public employees that carry out essential services.

Staff has contracted with Porter & Allison to determine revenue loss for the City according to the formula provided by the US Treasury. When this analysis is complete and the final numbers settled regarding how much is en route to Homer, we will come back to Council with more information and a proposed path forward to appropriate the funds.

Staff recommendation: approve acceptance of the City of Homer share of Coronavirus State and Local Fiscal Recovery Funds under the ARP Act.

**CITY OF HOMER
HOMER, ALASKA**

City Manager
Public Works Director

RESOLUTION 21-047

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
AWARDING THE CONTRACT FOR THE HOMER HARBOR
COMMERCIAL BARGE RAMP REPAIR AND SPIT ADA PARKING PADS
PROJECT TO DUTCH BOY LANDSCAPING AND PAVING OF HOMER,
ALASKA IN THE AMOUNT OF \$49,100 AND AUTHORIZING THE CITY
MANAGER TO NEGOTIATE AND EXECUTE THE APPROPRIATE
DOCUMENTS.

WHEREAS, In accordance with the Procurement Policy the Invitation to Bid was
advertised the Homer News and Peninsula Clarion on May 13th and May 20th, sent to two in-
state plans rooms, and posted on the City of Homer website; and

WHEREAS, Bids were due June 15th and one bid was received; and

WHEREAS, Dutch Boy Landscaping and Paving of Homer, Alaska was found to be the
lowest responsive and responsible bidder; and

WHEREAS, This award is not final until written notification is received by the firm from
the City of Homer.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, awards the
contract for the Homer Harbor Commercial Barge Ramp Repair and Spit ADA Parking Pads
Project to Dutch Boy Landscaping and Paving of Homer, Alaska in the amount of \$49,100, and
authorizes the City Manager to negotiate and execute the appropriate documents.

PASSED AND ADOPTED by the Homer City Council this 28th day of June, 2021.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal note: 156-0400 & 456-0380



MEMORANDUM 21-115

To: Mayor Castner and City Council

Through: Rob Dumouchel, City Manager

From: Janette Keiser, PE, Public Works Director

Date: June 17, 2021

Subject: **Award of Construction Contract for
Paving of ADA Parking Pads & Commercial Boat Ramp at Homer Harbor**

Issue: The purpose of this memorandum is to recommend award of a contract to Dutch Boy Landscaping & Paving.

Background: On June 15, 2021, bids were received for the above referenced project. The project was advertised the Homer News on May 13th and 20th and in the Peninsula Clarion on May 13th as well as sent to two in-state plan rooms and posted on the City of Homer website. Competitive bidding was completed in accordance with the City's procurement regulations.

One responsive bid was received from Dutch Boy Landscaping & Paving, a local firm, for the amount of \$49,100. We have reviewed the experience and qualifications of this firm and find it to be technically qualified to and financially capable of completing the work.

This bid is within the available budgets approved by the City Council

Recommendation: That the City Council pass a resolution awarding the construction contract for Paving of ADA Parking Pads & the Commercial Boat Ramp in the amount of \$49,100 to Dutch Boy Landscaping & Paving and authorizing the City Manager to execute all appropriate documents necessary to complete this project.

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Manager
4 Public Works Director

5 **RESOLUTION 21-048**

6
7 A RESOLUTION OF THE CITY COUNCIL TO AWARD THE CONTRACT
8 FOR THE WOODARD CREEK CULVERT REPLACEMENT PROJECT
9 TO QAYAQ CONSTRUCTION LLC OF WASILLA, ALASKA IN THE
10 AMOUNT OF \$324,997 AND AUTHORIZING THE CITY MANAGER TO
11 NEGOTIATE AND EXECUTE THE APPROPRIATE DOCUMENTS.
12

13 WHEREAS, In accordance with the Procurement Policy the Invitation to Bid was
14 advertised the Homer News and Peninsula Clarion on May 13th and May 20th, sent to two in-
15 state plans rooms, and posted on the City of Homer website; and
16

17 WHEREAS, Bids were due June 15th and two bids were received; and
18

19 WHEREAS, Qayaq Construction LLC, of Wasilla, Alaska was found to be the lowest
20 responsive and responsible bidder; and
21

22 WHEREAS, This award is not final until written notification is received by the firm from
23 the City of Homer.
24

25 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, awards the
26 contract for the Woodard Creek Culvert Replacement Project to Qayaq Construction LLC, of
27 Wasilla, Alaska in the amount of \$324,997, and authorizes the City Manager to negotiate and
28 execute the appropriate documents.
29

30 PASSED AND ADOPTED by the Homer City Council this 28th day of June, 2021.
31

32 CITY OF HOMER
33

34 _____
35 KEN CASTNER, MAYOR
36

37 ATTEST:
38

39 _____
40 MELISSA JACOBSEN, MMC, CITY CLERK
41

42 Fiscal note: N/A



MEMORANDUM 21-116

To: Mayor Castner and Homer City Council
Through: Rob Dumouchel, City Manager
From: Janette Keiser, PE, Public Works Director
Date: June 17, 2021
Subject: **Award of Construction Contract for
Woodard Creek Culvert Replacement Project**

Issue: The purpose of this memorandum is to recommend award of a contract to Qayak Construction, LLC.

Background: On June 15, 2021, bids were received for the above referenced project. Competitive bidding was completed in accordance with the City's procurement regulations. The project was advertised the Homer News on May 13th and 20th and in the Peninsula Clarion on May 13th as well as sent to two in-state plan rooms and posted on the City of Homer website.

Two responsive bids were received:

Qayaq Construction, LLC	\$324,997
Jim Psenak Construction LLC	\$448,895

We have reviewed the experience and qualifications of Quayak Construction, LLC and find that, while this firm is only two years old, it comes with the resources to satisfactorily complete the work. In particular, we found:

- The firm's parent company is Ukpeaġvik Inupiat Corporation, an Alaska Native Corporation, which has annual revenue of over \$500 million, over 3,500 employees and over \$2 billion in backlog.
- The firm is currently working on the Homer Solid Waste Facility, which is scheduled for completion on July 15, 2021. Client Kenai Peninsula Borough reports that Qayaq is doing a fine job – on time and within budget
- The personnel assigned to the project are experienced with heavy civil construction.



City of Homer

www.cityofhomer-ak.gov

Public Works

3575 Heath Street

Homer, AK 99603

publicworks@cityofhomer-ak.gov

(p) 907- 235-3170

(f) 907-235-3145

Budget:

Council Appropriations:		\$463,353.33
Less: Survey	\$ 2,000	
Design	\$37,755	
Arch culvert Materials	<u>\$41,095</u>	
Expended to Date		<u>\$ 80,850</u>
Current Balance:		\$382,503
Less: Construction Bid		<u>\$324,997</u>
Contingency		\$57,506.33

Recommendation: That the City Council pass a resolution awarding the construction contract for the Woodard Creek Culvert Replacement Project in the amount of \$324,997 and authorizing the City Manager to execute all appropriate documents necessary to complete this project.

**CITY OF HOMER
HOMER, ALASKA**

City Clerk

RESOLUTION 21-049

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, ADOPTING JOINT RESOLUTION 2021-001 OF THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH AND COUNCILS OF THE CITIES OF HOMER, KENAI, SELDOVIA, SEWARD, AND SOLDOTNA, FOR THE PURPOSE OF INTERGOVERNMENTAL ADMINISTRATION OF BOROUGH AND CITY ELECTIONS.

WHEREAS, The City of Homer has collaborated with the Kenai Peninsula Borough (KPB) on the administrations of the annual regular elections; and

WHEREAS, The borough and the city have a common goal and find that it serves public interest to work together to minimize costs, increase efficiencies and to ensure the municipal elections are conducted in a fair and consistent way throughout the borough; and

WHEREAS, Joint Resolution 2021-001 authorizes the manager to enter into an agreement for the intergovernmental administration, including cost and equipment sharing of borough and city elections.

NOW, THEREFORE BE IT RESOLVED that the City Council of Homer, Alaska hereby adopts Kenai Peninsula Borough Joint Resolution 2021-001 and authorizes the City Manager to enter into an agreement for intergovernmental administration of borough and city elections.

PASSED AND ADOPTED by the Homer City Council this 28th day of June, 2021.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal note: N/A

**KENAI PENINSULA BOROUGH
CITY OF HOMER
CITY OF KENAI
CITY OF SELDOVIA
CITY OF SEWARD
CITY OF SOLDOTNA**

JOINT RESOLUTION NO. 2021-001

**A JOINT RESOLUTION OF THE ASSEMBLY OF THE KENAI PENINSULA
BOROUGH AND COUNCILS OF THE CITIES OF HOMER, KENAI, SELDOVIA, SEWARD
AND SOLDOTNA RESPECTIVELY, FOR THE PURPOSE OF INTERGOVERNMENTAL
ADMINISTRATION OF BOROUGH AND CITY ELECTIONS**

WHEREAS, Article X, Section 13 of the Alaska Constitution authorizes local government to enter into agreements for the cooperative or joint administration of any function or power, unless otherwise prohibited by law or charter; and

WHEREAS, AS 29.35.010(13) provides authority for the Borough to enter into intergovernmental cooperative agreements for the joint administration of a borough function or power; and

WHEREAS, historically the borough and five (5) of the cities within the borough (Homer, Kenai, Seldovia, Seward, and Soldotna) have collaborated on the administration of the annual regular municipal election; and

WHEREAS, the Borough and the Cities share a common goal and find that it serves public interest to work together to minimize costs, increase efficiencies and to ensure municipal elections are conducted in a fair and consistent way throughout the borough; and

NOW, THEREFORE, BE IT RESOLVED BY THE KENAI PENINSULA BOROUGH ASSEMBLY AND THE COUNCILS OF THE CITY OF KENAI AND CITY OF SOLDOTNA:

SECTION 1. That the borough administration and administrations for the Cities of Homer, Kenai, Seldovia, Seward, and Soldotna respectively are authorized, upon approval of this resolution by the borough assembly and respective councils for each city, are authorized to execute a Memorandum of Agreement substantially in the form of the attached agreement, for the purpose of intergovernmental administration of Borough and City Elections.

SECTION 2. That this resolution takes effect immediately upon adoption of the Kenai Peninsula Borough Assembly and the City Councils of the City of Homer, City of Kenai, City of Seldovia, City of Seward and the City of Soldotna.

APPROVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS ____ DAY OF _____, 2021.

Brent Hibbert, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

APPROVED BY THE COUNCIL OF THE CITY OF HOMER THIS ____ DAY OF _____, 2021.

Ken Castner, Mayor

ATTEST:

Melissa Jacobsen, MMC, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF KENAI THIS ____ DAY OF _____, 2021.

Brian Gabriel Sr., Mayor

ATTEST:

Jamie Heinz, CMC, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SELDOVIA THIS ____ DAY OF _____, 2021.

Jeremiah Campbell, Mayor

ATTEST:

Heidi Geagel, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SEWARD THIS _____ DAY OF _____, 2021.

Christy Terry, Mayor

ATTEST:

Brenda Ballou, MMC, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SOLDOTNA THIS _____ DAY OF _____, 2021.

Paul Whitney, Mayor

ATTEST:

Michelle M. Saner, MMC, City Clerk

Memorandum of Agreement

Between Kenai Peninsula Borough and the Cities of
Kachemak, Kenai, Homer, Seldovia, Seward, and Soldotna
For the Intergovernmental Administration of Borough and City Municipal Elections

This Memorandum of Agreement (hereinafter the “Agreement”) is by and between the Kenai Peninsula Borough, whose address is 144 North Binkley Street, Soldotna, AK 99669, (hereinafter “Borough”) and the participating Cities of Kachemak, Kenai, Homer, Seldovia, Seward, and Soldotna (hereinafter “Cities,” or “City”) whose addresses are included on the signatory page below, for the purpose of intergovernmental administration of the Borough and the Cities’ local municipal elections (hereinafter “municipal elections”).

WHEREAS, Article X, Section 13 of the Alaska Constitution authorizes local government to enter into agreements for the cooperative or joint administration of any function or power, unless otherwise prohibited by law or charter; and

WHEREAS, AS 29.35.010(13) provides authority for the Borough to enter into intergovernmental cooperative agreements for the joint administration of a borough function or power; and

WHEREAS, historically the borough and five (5) of the cities within the borough (Homer, Kenai, Seldovia, Seward, and Soldotna) have collaborated on the administration of the annual regular municipal election; and

WHEREAS, the Borough and the Cities share a common goal and find that it serves public interest to work together to minimize costs, increase efficiencies and to ensure municipal elections are conducted in a fair and consistent way throughout the borough; and

WHEREAS, the parties hereto wish to memorialize past practices and understandings through this written document which shall constitute their specific agreement on terms and conditions related to roles, responsibilities, permissions and fees associated with the Borough’s administration of municipal elections;

THE PARTIES THEREFORE AGREE, in consideration of the mutual promises contained in this Agreement and the services and fees provided, as set forth below:

1. PURPOSE AND INTENT

This Agreement is established and entered into between the parties for the purpose of jointly administering municipal elections. This Agreement contemplates basic and core election services for municipal elections, including special elections. The Borough Clerk’s Office will be primarily responsible for providing the basic and core election services as set out below. The Cities agree to pay the Borough for reasonable costs related to the election services pursuant to the fee schedule established below, or as amended by mutual written agreement of the parties. In-line with current and past practices, the Borough’s Clerk’s Office will collaborate with the City Clerk’s Offices regarding administration of municipal elections.

2. BOROUGH'S OBLIGATIONS

- a. Election and Ballot Programming:
 - i. The Borough Clerk's Office will program the election(s) and ballot(s) for all regular and special municipal elections.
 - ii. Each City will pay an administration fee for this service as set out in Section 3 below. Each City will provide final approval of ballot proofs to the Borough Clerk's Office.
 - iii. Ballots shall be delivered to each City at least 15 days before each regular election and at least 10 days before each special or runoff election.

- b. Logic and Accuracy Testing
 - i. The Borough Clerk's Office will ensure all ballots and equipment is tested and set for municipal elections.
 - ii. Each City will pay an administration fee for this service as set out in Section 3 below.
 - iii. Copies of the logic and accuracy testing will be provided to each City.

- c. Voter Pamphlet – to include Borough and Cities candidates and issues
 - i. The Borough Clerk's Office will provide the Cities forms for candidate and ballot propositions submissions, and sample ballots, to be included in the Information Brochure (aka Voter Pamphlet). The completed forms will be submitted to the Borough Clerk's Office camera ready.
 - ii. Each City will pay an administration fee for this service as set out in Section 3 below.

- d. Shared services for absentee voting
 - i. The Borough Clerk's Office will open an absentee voting site two weeks prior to the regular election and provide for absentee voters to have access to borough and city ballots for all precincts within the borough.
 - ii. This is an in-kind service; there is no administrative charge for this service.

- e. Election worker recruitment, training, and administration
 - i. The Borough Clerk's Office will, in collaboration with each City, recruit, train, and provide for administration of all shared election workers, to include election judges, election officials, canvass board, election board, and any other similar terms in City or Borough codes referring to election workers. Election workers hired for a regular municipal election will be considered temporary employees of the Borough.
 - ii. Each City will pay or cause to be paid an administration fee for this service as set out in Section 3 below.
 - iii. For the purposes of Workers' Compensation and all other employment related matters Election Workers shall be considered temporary employees of the Borough.
 - iv. Because City of Seldovia is within the Seldovia/Kachemak Bay voting precinct which is a by mail precinct for the borough, the Borough Clerk's

Office will only be responsible for hiring an absentee voting official to work on Seldovia/Kachemak elections.

- f. Equipment delivery and storage
 - i. The Borough Clerk's Office will provide for all necessary election equipment to be delivered to polling sites and absentee voting stations, unless specific arrangements are otherwise made with individual cities.
- g. Precinct/Polling Site Rental
 - i. In the event a polling site requires a rental charge, the KPB will handle all aspects of securing the site for use.
 - ii. Each City will pay an administration fee for this service as set out in Section 3 below.
- h. Special elections support
 - i. Section 2(a) through (g) above do not apply to City special elections.
 - ii. Unless specific arrangements are otherwise made with individual cities, the Borough Clerk's Office will program ballots, provide logic and accuracy testing, and provide for use of Borough election equipment for the City's special election which will include print ready artwork to printer, ballot tabulator, ADA compliant tablet, ballot printer, and ballot box per precinct for special elections conducted by a City.
 - iii. Each City will pay an administration fee for this service as set out in Section 3 below. The Borough will not provide for an absentee voting site for special elections conducted by a City. Each City will pick up the Borough election equipment that it will use in its special election.

3. CITIES OBLIGATIONS AND FEES

- a. The Cities' respective Clerk's Office will open an absentee voting site two weeks prior to the regular election and provide for absentee voters to have access to borough ballots for precincts within or near the city limits. Except that it is understood City of Soldotna and the KPB will share an absentee voting site at the Borough Administration Building located at 144 N. Binkley Street.
- b. The Cities' respective Clerk's Office will provide all candidate information and proposition language in order to accommodate timelines for ballot programming and voter pamphlet information.
- c. By signing this Agreement, Cities consent to the following fee schedule:

<u>Service</u>	<u>Cost</u>	<u>Description</u>
Ballot Programming	\$500 per regular election	See description of services in 2(a) above.
Logic and Accuracy Testing	\$100 per regular election	See description of services in 2(b) above.
Voter Pamphlet	\$100 per page	See description of services in 2(c) above.

Shared services for absentee voting	No charge, in kind service provided	See description of services in 2(d) above.
Election worker recruitment, training, and administration	50% of wages and employer's share of FICA for all election officials working at polling locations within city's jurisdiction.	Wages are based on the current election worker hourly rate as set by the Division of Elections See description of services in 2(e) above.
Equipment delivery and storage	No charge	See description of services in 2(f) above.
Precinct rental or lease fees	50/50, with a maximum charge to the city of \$50 if charged by the site	See description of services in 2(g) above.
City's Special Elections	\$1500 flat rate	See description of services in 2(h) above.

4. ELECTION WEBPAGES AND LOCAL INFORMATION

The parties agree that the Borough and each City shall continue to maintain, with each party continuing to bear respective associated costs, its own election webpage and other information items regarding municipal elections.

5. WITHDRAWAL

- a. If the Borough or a City wants to withdraw from agreement They must provide 4 months' written notice.
- b. The Borough or a City cannot cancel or terminate this agreement within 90 days of the regular municipal election.

6. TERM OF AGREEMENT

This Agreement shall be in effect for five (5) years beginning _____, 2020 and terminating _____, 2025. This Agreement is eligible for two (2) 5-year renewals by mutual written consent of the parties.

7. CITY AND KPB CODE AND STATE LAW

This Agreement does not supersede any City or KPB code or state law. If a provision of this Agreement conflicts with KPB or City code or state law, the respective code and state law controls.

8. WORKERS' COMPENSATION; LIABILITY INSURANCE

Each Party shall be responsible for the purchase and maintenance of minimum insurance coverage as specified in paragraphs (a) and (b) of this section. Insurance coverage shall be in acceptable form, and for the amounts specified by the Borough, or as required by law, whichever is greater.

Insurance coverage shall remain in effect for the life of this Agreement, and any extensions thereto. This insurance shall be primary.

- a. Commercial general/automobile liability insurance of not less than \$1,000,000 combined single limit bodily injury and property damage per occurrence.
- b. Worker's Compensation and Employer's Liability insurance shall be provided for all employees and volunteers as per Alaska State Statutes.

9. DEFAULT

Failure of either party to fully perform its obligations under the terms of this Agreement will constitute a default. If default is not cured, within 30 days, by full performance under this Agreement, then the non-defaulting party may immediately terminate the Agreement by delivering written notice to the defaulting party.

10. AMENDMENT OF AGREEMENT

This Agreement may only be modified or amended by written agreement of the parties.

11. COUNTERPARTS; ELECTRONIC SIGNATURE

This Agreement may be executed in counterparts and may be executed by way of facsimile or electronic signature in compliance with AS 09.80, each of which when so executed shall constitute an original and all of which together shall constitute one and the same instrument.

12. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties. There are no other understandings or agreements between the parties, either oral or memorialized in writing regarding the matters addressed in this Agreement. The parties may not amend this Agreement unless agreed to in writing with both parties signing through their authorized representatives.

13. SAVINGS CLAUSE

If any provision of this Agreement shall be invalidated on any ground by any court of competent jurisdiction, then the invalidated provision shall remain in force and effect only to the extent not invalidated and the remainder of this Agreement shall not be affected thereby and shall remain in full force and effect.

14. OBLIGATIONS

All of the Borough's and the Cities obligations as specified in Sections 1 and 2 are subject to lawful appropriations, if necessary, for the specific purpose of carrying out the Borough and City's obligations.

**KENAI PENINSULA BOROUGH
144 N BINKLEY STREET
SOLDOTNA, AK 99669**

By: Charlie Pierce, Mayor

Date: _____

ATTEST:

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

Johni Blankenship, Borough Clerk

Sean Kelley, Deputy Borough Attorney

**KACHEMAK CITY
59906 BEAR CREEK DR.
HOMER, AK 99603**

By: _____,
Date: _____

ATTEST:

Erica Fitzpatrick, City Clerk

**CITY OF KENAI
210 FIDALGO AVE.
KENAI, AK 99611**

By: Paul Ostrander, City Manager

ATTEST:

Jamie Heinz, City Clerk

**CITY OF HOMER
491 E. PIONEER AVE.
HOMER, AK 99603**

By: Rob Dumouchel, City Manager

Date: _____

ATTEST:

Melissa Jacobsen, City Clerk

**CITY OF SELDOVIA
PO DRAWER B
SELDOVIA, AK 99663**

By: _____, City Manager

Date: _____

ATTEST:

Heidi Geagel, City Clerk

**CITY OF SEWARD
PO BOX 167
SEWARD, AK 99664**

By: _____, City Manager

Date: _____

ATTEST:

Brenda Ballou, City Clerk

**CITY OF SOLDOTNA
177 N BIRCH ST.
SOLDOTNA, AK 99669**

By: Stephanie Queen, City Manager

Date: _____

ATTEST:

Shellie Saner, City Clerk

**CITY OF HOMER
HOMER, ALASKA**

City Clerk

RESOLUTION 21-050

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING PORT AND HARBOR ADVISORY COMMISSION BYLAWS ARTICLE V-MEETINGS TO AMEND SECTION 1 MEETING SCHEDULE AND REMOVING SECTIONS 2 AND 3 RELATED TO TASK SCHEDULING.

WHEREAS, Every year, the Port and Harbor Advisory Commission (PHC) reschedules their regular December meeting due to the holidays, therefore Article V. Section 1 was modified to have the December meeting on the 2nd Wednesday of the month instead of the 4th Wednesday; and

WHEREAS, During annual review of the PHC bylaws it was determined that Article V. Section 2 and 3 reference calendar events that are not required in a bylaw document; and

WHEREAS, The PHC introduced the amendments at their May 26, 2021 regular meeting and approved their amendments at a second meeting on June 23, 2021, in accordance with their bylaws.

NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby amends the Port and Harbor Advisory Commission Bylaws to update Article V – Meetings by modifying Section 1 to have the December Regular Meeting on the 2nd Wednesday of the month, and removing Sections 2 and 3 that are not required in a bylaw document.

PASSED AND ADOPTED by the Homer City Council this 28th day of June, 2021.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal note: N/A

**CITY OF HOMER PORT & HARBOR ADVISORY COMMISSION
BYLAWS**

ARTICLE I – NAME AND AUTHORIZATION

This organization shall be called the Port and Harbor Advisory Commission, established via Ordinance 73-1, existing by virtue of the provisions of Chapter 2.64 of the Homer Municipal Code, and exercising the powers and authority and assuming the responsibilities delegated under said Code. The following bylaws were adopted on March 11, 2019 and shall be in effect and govern the procedures of the Port and Harbor Advisory Commission.

ARTICLE II – PURPOSE

Section 1. Act in an advisory capacity to the City Manager and the City Council on the problems and development of the City port and harbor facilities. Consideration may include the physical facilities, possible future development and recommendations on land use within the port and harbor areas.

Section 2. Direct recommendations regarding the operation and maintenance of the facilities to the City Manager via memorandum from the Port and Harbor Advisory Commission.

Section 3. Consider any specific proposal, problem or project as directed by the City Council and any report or recommendations thereon shall be made directly to the Council, unless otherwise directed by the Council.

ARTICLE III – MEMBERS

Section 1. The Commission shall consist of seven members comprised of at least five (5) members that reside inside city limits. Members shall be nominated by the Mayor and confirmed by City Council to serve for three-year terms to expire on February 1st of designated years.

Section 2. One City Council member and one Homer area high school Student Representative may be appointed by the Mayor, subject to confirmation by the City Council, as consulting, non-voting members.

Section 3. The Mayor, City Manager, and Port Director/Harbormaster may serve as non-voting, consulting members of the Commission.

Section 4. A commission appointment is vacated under the following conditions and upon the declaration of vacancy by the Commission. The Commission shall declare a vacancy when the person appointed:

- Fails to qualify to take office within 30 days after their appointment;
- Resigns and the resignation is accepted;
- Is physically or mentally unable to perform the duties of their office;
- Misses two (2) consecutive regular meetings unless excused;
- Is convicted of a felony.

ARTICLE IV – OFFICERS

Section 1. A Chairperson and Vice-Chairperson shall be elected from among the appointed commissioners at the regular February meeting of the Commission.

Section 2. Officers shall serve a term of one year from the February meeting at which they are elected, and until their successors are duly elected. Officers may be re-elected in subsequent years.

Section 3. The Chairperson shall preside at all meetings of the Commission, authorize calls for any special meetings, execute all documents authorized by the Commission, serve as ex officio/voting member of all committees, and generally perform all duties associated with that office.

Section 4. In the event of the absence, or disability of the Chairperson, the Vice-Chairperson shall assume and perform the duties of the Chair. If both the Chairperson and Vice-Chairperson are absent, and a quorum of four members are present, the senior member shall assume and perform the duties and functions of the Chair.

ARTICLE V – MEETINGS

Section 1. Regular meetings shall be open to the public and held on the fourth Wednesday of the following months: January, February, March, April, September, October, and December at 5:00 p.m.; and May, June, July, and August at 6:00 p.m. in the designated location and shall be posted for public information as required by Homer City Code and Alaska State Statutes.

~~Section 2. The review of the Strategic Plan and the commission’s policies, rules and regulation shall be held at the regular meeting in April of each year.~~

~~Section 3. June of each year shall be designated as Budget Month; the budget shall be reviewed at every regular meeting in June to assist the Port Director/Harbor Master in preparation and presentation of budget requests to City Council.~~

Section ~~4~~**2**. Meeting agenda deadline is at 5:00 p.m. the Wednesday preceding the meeting. Allowances will be made for holidays.

Section ~~5~~**3**. The order of business for the regular meetings shall include, but not be limited to, the following items, which shall be covered in the sequence shown, as far as circumstances permit. Agenda shall be posted for public information as required by Homer City Code and Alaska State Statutes.

NAME OF BODY	DATE OF MEETING
PHYSICAL LOCATION OF MEETING	DAY OF WEEK AND TIME OF MEETING
HOMER, ALASKA	MEETING ROOM

NOTICE OF MEETING
REGULAR MEETING AGENDA

1. CALL TO ORDER
2. APPROVAL OF AGENDA
3. PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA. (3 MINUTE TIME LIMIT)
4. RECONSIDERATION
5. APPROVAL OF MINUTES or CONSENT AGENDA

6. VISITORS (Chair set time limit not to exceed 20 minutes) (Public may not comment on the visitor or the visitor's topic until audience comments.) No action may be taken at this time.
7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS (Chair set time limit not to exceed 5 minutes.)
8. PUBLIC HEARING (3 MINUTE TIME LIMIT)
9. PLAT CONSIDERATION (Planning Commission only)
10. PENDING BUSINESS or COMMISSION BUSINESS
11. NEW BUSINESS or COMMISSION BUSINESS
12. INFORMATIONAL MATERIALS (NO ACTION MAY BE TAKEN ON THESE MATTERS, THEY MAY BE DISCUSSED ONLY).
13. COMMENTS OF THE AUDIENCE (3 MINUTE TIME LIMIT)
14. COMMENTS OF THE CITY STAFF (not required) (Staff report may be at this time in the agenda.)
15. COMMENTS OF THE COUNCILMEMBER (If one is assigned)
16. COMMENTS OF THE CHAIR (May be combined with COMMENTS OF THE COMMISSION/BOARD since the Chair is a member of the Commission/Board.)
17. COMMENTS OF THE COMMISSION
18. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR _____ note any worksessions, special meetings, committee meetings etc. All meetings scheduled to be held in the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska. (Sometimes the meeting is scheduled for the Conference Room)

Contact info for the department constructing the agenda. Example: City Clerk's Office, clerk@ci.homer.ak.us, 235-3130.

Section ~~6~~**4**. Per Resolution of the City Council (Resolution 06-115(A)), Public Testimony shall normally be limited to three minutes per person. Exceptions may be provided for at the Chair's discretion or by a majority vote of the board members in attendance.

Section ~~7~~**5**. Special meetings and Worksessions may be called by the Port Director/Harbormaster, Chair, or a majority of the Commission. Worksessions do not require a quorum, however, no action may be taken at a worksession; items on the agenda are for discussion only. Notice of such meetings shall be posted in the same manner as that for regular meetings.

Section ~~8~~**6**. A quorum for the transaction of business at any meeting shall consist of four members. For purposes of determining the existence of a quorum, honorary members shall not be counted.

Section ~~9~~**7**. Four affirmative votes are required to approve any action before the Commission and shall constitute the meaning of "majority vote". The Chairperson may vote upon, and may move or second a proposal before the Commission.

Section ~~10~~**8**. Recorded minutes shall be made available by the City Clerk's Office to the Commission prior to the next meeting and a record of all voting will be included in the minutes of each meeting. Minutes shall be available to the public as required by Homer City Code and Alaska State Statutes.

Section ~~11~~**9**. The Commission shall abide by existing Alaska State Law, Borough Code of Ordinance, where applicable, and Homer City Code, as well as Robert's Rules of Order, current edition, in so far as this treatise is consistent with Homer City Code.

ARTICLE VI – COMMITTEES

Section 1. Committees of one or more members for such specific purposes as the business of the Commission will only become active upon approval of Council. A memorandum and resolution will go before Council outlining the reason, tasks assigned and termination date. Committees shall be considered to be discharged upon completion of the purpose for which it was appointed, and after its final report is made to and approved by the Commission.

Section 2. All committees shall make a progress report to the Commission at each of its meetings.

ARTICLE VII – BYLAW AMENDMENTS

Section 1. The Bylaws may be amended at any meeting of the Commission by a majority plus one of the members, provided that notice of said proposed amendment is given to each member in writing. The proposed amendment shall be introduced at one meeting and action shall be taken at the next Commission meeting.

Section 2. Any rule or resolution of the Commission, whether contained in these Bylaws or otherwise, may be suspended temporarily in connection with business at hand; and such suspension to be valid; may be taken only at a meeting at which at least four of the members of the Commission shall be present, and two-thirds of those present shall so approve.

ARTICLE VIII – TELECONFERENCING

Section 1. Teleconference meetings:

- a. The preferred procedure for a Commission meeting is that all members be physically present at the designated time and location for the meeting. However, physical presence may be waived and a member may participate in a meeting by Teleconference. This allowance is limited to two (2) meetings per year.
- b. There must be a quorum of members physically present in addition to the telephonic member.
- c. A Commissioner participating by teleconference shall be deemed to be present at the meeting for all purposes.
- d. In the event the Chair participates telephonically, the Vice-Chair shall run the meeting.

Section 2. Teleconference procedures:

- a. A Commissioner who cannot be physically present for a regularly scheduled meeting shall notify the Clerk at least five days prior to the scheduled meeting time of their intent to appear telephonically.
- b. The Clerk shall notify the other Commissioners of the Commissioner's intent to appear by teleconference three days prior to the scheduled meeting time.
- c. The means used to facilitate a teleconference meeting must enable each Commissioner appearing telephonically to clearly hear, and be heard by, all other Commissioners, and members of the public. The Clerk shall note in the attendance record all Commissioners appearing telephonically.

To: Mayor Castner and Homer City Council
From: Scott Smith, Homer Planning Commissioner
Date: June 16, 2021
Subject: Planning Commission Report for City Council Meeting

Attending: Commissioners Highland, Venuti, Barnwell, Conley and Smith were present with Deputy Clerk Rachel Tussey and City Planner Rick Abboud.

New Commissioner Rich Chiappone and Commissioner Bentz were excused.

Work Session: None.

Planning Commission Regular Meeting

Agenda was approved.

Public Comments/Reconsiderations: None.

Consent Agenda was passed without discussion or objections.

Reports

City Planner Abboud presented **Staff Report 21-37**. Mr. Abboud noted the EDC hosted a series of gatherings discussing wayfinding and streetscapes. Members of the public offered many positive suggestions. The next step is to generate a plan for EDC's review.

Mr. Abboud also noted the Planning Office has entered into discussion about a Hazard Mitigation Plan with contractor LeMay (spelling?) Engineering. There is potential for Grant funds toward this effort.

Public Hearings: Staff Report 21-38, Conditional Use Permit CUP 21-06 to add multiple structures for office space, dwellings, and guestroom/hotel at 1308 Lakeshore Dr. City Planner Abboud presented this CUP and recommended approval. Applicant Stephanie Greer attended gave a brief review of intentions and design. Commissioners presented a few questions to the Applicant to define certain elements. Commissioner Barnwell noted that this was perhaps the most complete

and well-presented CUP application that has come before the Commission. **Motion was presented and passed without objection.**

Staff Report 21-39, Re: Ordinance amending the administrative appeals process for City Planning decisions under Homer City Code 21.91 and 21.93 was presented and gratefully **passed without objection** or discussion.

Plat Considerations/Pending Business: None.

NEW BUSINESS: None

COMMENTS OF THE AUDIENCE: None.

Comments of the Staff: Mr. Abboud invited Commissioner Smith to come to the office and talk about topics that could be processed this summer.

The next Regular Meeting will be held by Zoom on July 21, 2021 at 6:30 p.m.

ORDINANCE REFERENCE SHEET
2021 ORDINANCE
ORDINANCE 21-32

An Ordinance of the Homer City Council Appropriating Funds for the Fiscal Years 2022 and 2023 for the General Fund, the Water Fund, the Sewer Fund, the Port/Harbor Fund, and Internal Service Funds.

Sponsor: City Manager

1. City Council Regular Meeting May 24, 2021 Introduction
Memorandum 21-087 from City Manager as backup
2. City Council Regular Meeting June 14, 2021 Public Hearing

**CITY OF HOMER
HOMER, ALASKA**

City Manager

ORDINANCE 21-32

AN ORDINANCE OF THE HOMER CITY COUNCIL APPROPRIATING FUNDS FOR THE FISCAL YEARS 2022 and 2023 FOR THE GENERAL FUND, THE WATER FUND, THE SEWER FUND, THE PORT/HARBOR FUND, AND INTERNAL SERVICE FUNDS.

THE CITY OF HOMER ORDAINS:

Section 1. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2022:

General Fund	\$13,421,198
Water Fund	\$ 2,075,614
Sewer Fund	\$ 1,748,062
Port/Harbor Fund	<u>\$ 5,105,259</u>
Total Expenditures	\$22,347,286
Internal Service Funds	\$2,638,118

Section 2. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2023:

General Fund	\$13,843,353
Water Fund	\$ 2,187,386
Sewer Fund	\$ 1,780,616
Port/Harbor Fund	<u>\$ 5,251,279</u>
Total Expenditures	\$22,314,495
Internal Service Funds	\$2,942,148

Section 3. The amounts appropriated by this ordinance are appropriated to the objects and purposes stated in the adopted budget.

Section 4. Grant funds. (a) If grant funds that are received during the fiscal year exceed the amounts of such funds appropriated by this ordinance by not more than \$25,000, the affected appropriation is increased by the amount of the increase in receipts.

42 (b) If grant funds that are received during the fiscal year exceed the amounts
43 appropriated by this ordinance by not more than \$25,000, the appropriation from city funds
44 for the affected program may be reduced by the excess if the reduction is consistent with
45 applicable federal and state statutes.

46 (c) If grant funds that are received during the fiscal year fall short of the amounts
47 appropriated by this ordinance, the affected appropriation is reduced by the amount of the
48 shortfall in receipts.

49
50 Section 5. Donations or charitable contributions. If donations or contributions are
51 received during the fiscal year that exceed the amounts of such funds appropriated by this
52 ordinance by not more than \$5,000, the affected appropriation is increased by the amount of
53 the increase in receipts.

54
55 Section 6. A copy of the adopted budget shall be certified by the City Clerk and filed in
56 the office of the City Clerk.

57
58 Section 7. The supporting Line Item Budget detail as presented by the Administration
59 and reviewed by the City Council is incorporated as part of this Budget Ordinance.

60
61 Section 8. The property tax mill levy is set at 4.5 mills for 2020.

62
63 Section 9. This Ordinance is limited to approval of the Budget and appropriations for
64 Calendar Year 2020 and 2021, is a non code Ordinance and shall become effective July 1, 2021.

65
66 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 24th day of June, 2021.

67
68 CITY OF HOMER

69
70
71
72 _____
73 KEN CASTNER, MAYOR

74 ATTEST:
75
76 _____
77 MELISSA JACOBSEN, MMC, CITY CLERK

78
79
80 YES:
81 NO:
82 ABSTAIN:
83 ABSENT:

84

85

86 First Reading:

87 Public Hearing:

88 Second Reading:

89 Effective Date:

CITY OF HOMER
HOMER, ALASKA

City Manager

ORDINANCE 21-32(S)

AN ORDINANCE OF THE HOMER CITY COUNCIL APPROPRIATING FUNDS FOR THE FISCAL YEARS 2022 and 2023 FOR THE GENERAL FUND, THE WATER FUND, THE SEWER FUND, THE PORT/HARBOR FUND, AND INTERNAL SERVICE FUNDS.

THE CITY OF HOMER ORDAINS:

Section 1. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2022:

General Fund	\$13,421,198 <u>\$13,376,115</u>
Water Fund	\$ 2,075,614 <u>\$ 2,066,053</u>
Sewer Fund	\$ 1,748,062 <u>\$ 1,740,172</u>
Port/Harbor Fund	<u>\$ 5,105,259</u>
Total Expenditures	\$22,347,286 <u>\$22,287,599</u>
Internal Service Funds	\$2,638,118 <u>\$2,501,394</u>

Section 2. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2023:

General Fund	\$13,843,353 <u>\$13,702,641</u>
Water Fund	\$ 2,187,386 <u>\$ 2,166,994</u>
Sewer Fund	\$ 1,780,616 <u>\$ 1,763,785</u>
Port/Harbor Fund	<u>\$ 5,251,279</u>
Total Expenditures	\$22,314,495 <u>\$22,884,699</u>
Internal Service Funds	\$2,942,148 <u>\$2,718,945</u>

Section 3. The amounts appropriated by this ordinance are appropriated to the objects and purposes stated in the adopted budget.

Section 4. Grant funds. (a) If grant funds that are received during the fiscal year exceed the amounts of such funds appropriated by this ordinance by not more than \$25,000, the affected appropriation is increased by the amount of the increase in receipts.

43 (b) If grant funds that are received during the fiscal year exceed the amounts
44 appropriated by this ordinance by not more than \$25,000, the appropriation from city funds
45 for the affected program may be reduced by the excess if the reduction is consistent with
46 applicable federal and state statutes.

47 (c) If grant funds that are received during the fiscal year fall short of the amounts
48 appropriated by this ordinance, the affected appropriation is reduced by the amount of the
49 shortfall in receipts.

50
51 Section 5. Donations or charitable contributions. If donations or contributions are
52 received during the fiscal year that exceed the amounts of such funds appropriated by this
53 ordinance by not more than \$5,000, the affected appropriation is increased by the amount of
54 the increase in receipts.

55
56 Section 6. A copy of the adopted budget shall be certified by the City Clerk and filed in
57 the office of the City Clerk.

58
59 Section 7. The supporting Line Item Budget detail as presented by the Administration
60 and reviewed by the City Council is incorporated as part of this Budget Ordinance.

61
62 Section 8. The property tax mill levy is set at 4.5 mills for 2021.

63
64 Section 9. This Ordinance is limited to approval of the Budget and appropriations for
65 Fiscal Year 2022 and 2023, is a non code Ordinance and shall become effective July 1, 2021.

66
67 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 28th day of June, 2021.

68
69 CITY OF HOMER

70
71
72
73 _____
74 KEN CASTNER, MAYOR

75
76
77
78 _____
79 MELISSA JACOBSEN, MMC, CITY CLERK

80
81 YES:
82 NO:
83 ABSTAIN:
84 ABSENT:

- 85
- 86 First Reading:
- 87 Public Hearing:
- 88 Second Reading:
- 89 Effective Date:

CITY OF HOMER

DRAFT BIENNIAL BUDGET

By Homer City Council

June 14, 2021

FOR

FISCAL YEARS

JULY 1, 2021 - JUNE 30, 2022 and

JULY 1, 2022 - JUNE 30, 2023



Submitted By
Rob Dumouchel
City Manager

Prepared By Finance Department

City of Homer

The City of Homer was established as a first class municipality in March 1964 with a city manager/city council form of government. Elected officials consist of six City Council members and the mayor. Homer is part of the Kenai Peninsula Borough.

Mission Statement: The City of Homer exists to provide quality services to all its citizens; to respond in the most appropriate, open and fiscally responsible manner possible to citizens' needs and concerns; and to do so through the active participation of those citizens. These services include police, fire, emergency medical service, parks, cemeteries, animal control, street maintenance, water, wastewater collection and treatment, port and harbor, airport terminal, library, planning and general administration.

CITY COUNCIL:

Mayor	Ken Castner
Council Members	Donna Aderhold Heath Smith Caroline Venuti Rachel Lord Joey Evensen Storm Hanson-Cavasos

CITY ADMINISTRATION:

City Manager	Rob Dumouchel
--------------	---------------

Departments & Divisions

City Clerk
Finance
Fire
Human Resources
Information Technology
Library
Police
Port & Harbor
Public Works
Zoning & Planning

Department & Division Heads

Melissa Jacobsen
Elizabeth Walton
Mark Kirko
Andrea Browning
Nick Poolos
David Berry
Mark Robl
Bryan Hawkins
Jan Keiser
Rick Abboud

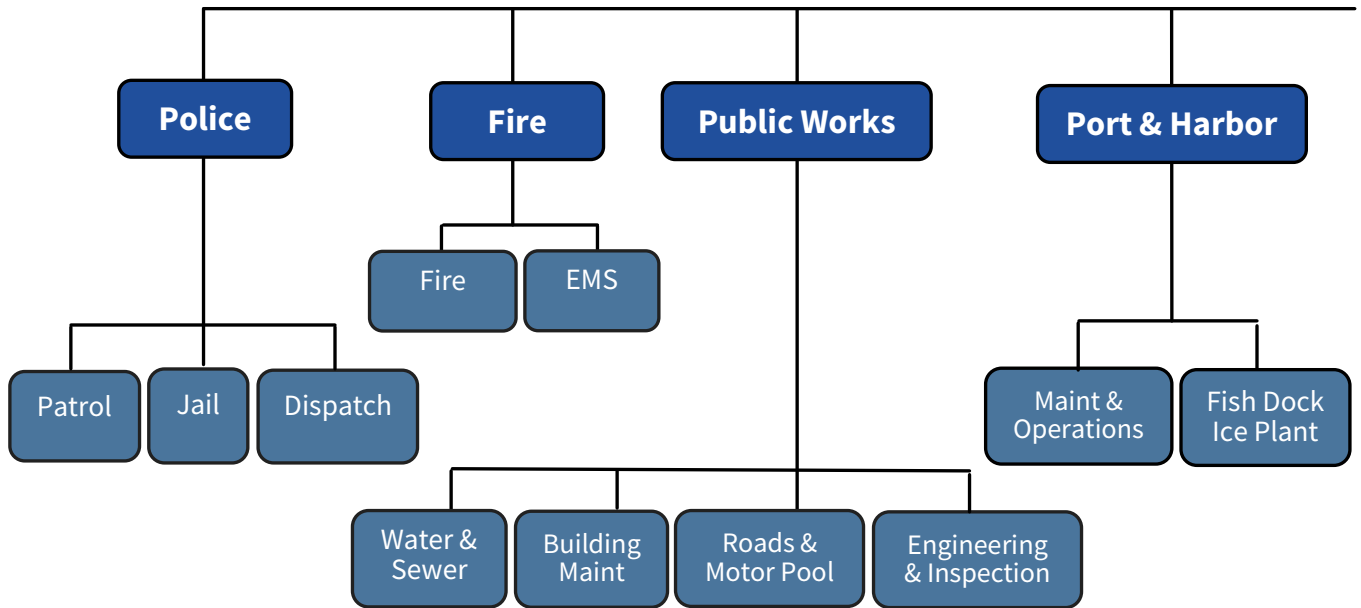
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“WHERE THE LAND ENDS AND THE SEA BEGINS”



City of Homer Departments & Divisions



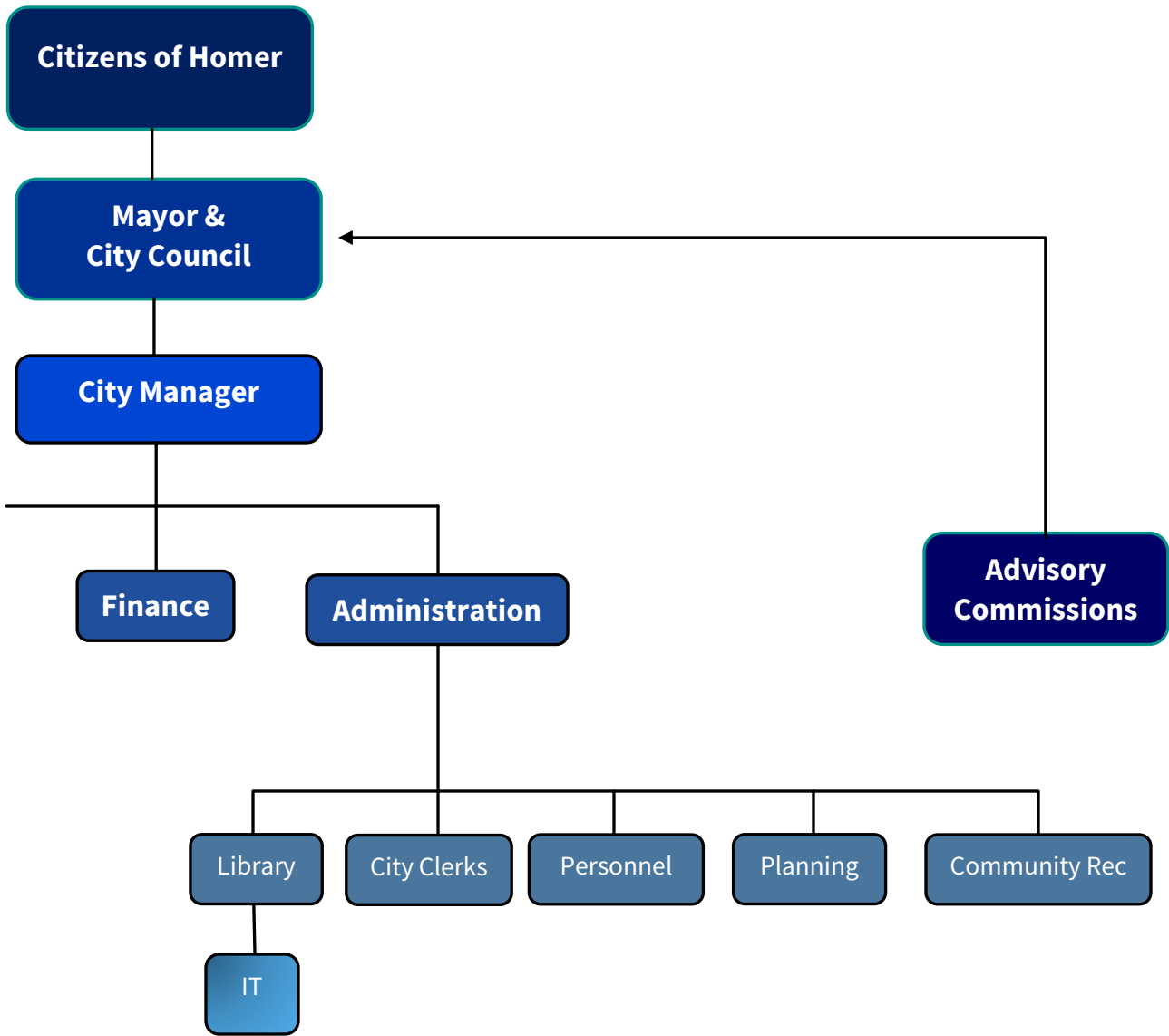


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“WHERE THE LAND ENDS AND THE SEA BEGINS”



City of Homer

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Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: June 10, 2021
SUBJECT: Proposed Budget for Fiscal Years 2022 and 2023

Overview

Welcome to the City of Homer's Operating and Capital Budget for Fiscal years 2022 and 2023. Within this document you will find a plan to meet the City's financial goals for the next biennium.

This budget proposal for Fiscal Years (FY) 2022 and 2023 is presented in accordance with the requirements of Homer City Code (HCC) Chapter 3.05 Budget. The FY22/23 budget marks a unique time in the City's history. Most notably, we are exiting a pandemic which has had a huge influence on City operations and spending for the past year and a half. The FY22/23 budget generally maintains Homer's status quo of conservative year over year growth in operational spending, it is also paired with a shift in the fiscal year.

The proposed budget for FY22 includes approximately \$22.3 million in operational spending split between the General Fund (\$13.4M), Water & Sewer Special Revenue Fund (\$3.8M), and Port & Harbor Enterprise Fund (\$5.1M). The proposed budget for FY23 increases operational spending to approximately \$22.9M split between the General Fund (\$13.7M), Water & Sewer Special Revenue Fund (\$3.9M), and Port & Harbor Enterprise Fund (\$5.2M). The Capital Budget includes \$6.2M in new projects for the FY22/23 biennium.

The FY20/21 budget was the City's first biennial budget. Within the first year, it was disrupted by the COVID-19 pandemic. While responding to the pandemic, Council amended HCC to shift the City to a new fiscal year which will now run July 1st to June 30th. The shift in fiscal year was achieved, in part, through the truncation of FY21 from twelve to six months. Because the truncation makes it difficult to easily compare FY22/23 to prior budget years, throughout the operating budget both the originally adopted FY21 and truncated FY21 numbers are presented for context.

The FY22/23 budget is also presented via two separate ordinances for the first time. There is an operating budget ordinance and a capital budget ordinance which have been presented separately for review and approval by the Council. This change was suggested by Mayor Castner as a way to more transparently review and approve the City's budgets.

Short Term Factors

The onset of the COVID-19 pandemic in 2020 has had an outsized impact on governments and budgets of all sizes. The current belief in June 2021 is that the pandemic is waning. It is by no means over. With vaccination rates and the success of COVID mitigation measures such as mask wearing and social distancing we are seeing many

industries bounce back from the disruptions they faced in 2020. Based on indicators from local businesses associated with summer travel in Homer, it would appear that our businesses are on track for a very strong summer which benefits the City in many ways, including increased sales taxes. During the FY22/23 biennium, the City will have to navigate the ups and downs of the post-pandemic economy.

Significant Citywide Budgetary Items & Trends

The FY22/23 budget is reflective of a City which is holding fast while it responds to the impacts of a worldwide pandemic. There is a clear demand and desire for increased services in the future, but at this juncture, we are attempting to maintain a status quo. The FY22/23 budget shows conservative year over year growth, maintains the same number of employees, and does not cut services.

Personnel

The FY22/23 budget does not add or remove any positions. There are clear and compelling needs within the organization for increased staffing, but no positions were put forward in the draft budget at this time due to the uncertainty related to the post-pandemic recovery.

The following positions were requested by Department or Division directors/managers, but not included in the draft operating budget.

Full-Time Jailer – Funding for this position was requested by the Police Chief for FY22/23. Without the position the Police Department is unable to maintain 24/7 staffing in the jail. Not having full coverage often requires the Department to call someone in on overtime to provide coverage if prisoner loads are high or the jail is hosting a type of prisoner requiring careful and consistent monitoring. Currently, jail coverage is supplemented with patrol officers and through a video surveillance system. This is not a substitute for a regular, fully trained jail officer located in the jail.

Recreation Assistant – Funding for this position was requested by the Community Recreation Manager for FY22/23. Community Recreation currently employs only one full-time employee who serves the recreational needs of over 4,000 participants across approximately 24,000 visits (in pre-pandemic years). The City’s recreation program is very reliant on volunteers to provide direct supervision of activities, collect fees, make sure forms are signed, and ensure that buildings are secure. The additional full time employee would allow for improved direct supervision and assist with meeting the demands of the public.

Other future staffing needs to consider include a base level of staffing for the Volunteer Fire Department to ensure we have at least two emergency responders available 24/7.

Health Insurance

Health insurance is a very large and variable cost that has a significant impact on the City’s budget each year. In 2019 the City switched to an August renewal instead of January to account for our fiscal year at that time. Renewing in August allowed staff to work with our broker to set prices well in advance of the passage of the budget. With the change in fiscal year beginning in FY22, that advantage has been erased and we’re back to having health insurance numbers arrive during the budget adoption period. Leading into the renewal for FY22, we planned for a 10% increase in our draft operating budgets. After the release of the first draft, our insurer indicated that we would see a significantly higher rate than 10%. With that information, we modified the rate to a 15% increase in the proposal which accompanied the budget ordinance introduced on May 24th. At the same time, we went out to bid through our broker and began negotiations with multiple parties. Ultimately we were able to retain our provider at a greatly reduced cost from their original offer which avoids any disruptions in medical care for staff and their families as well as creating significant relief to the budget as introduced.

Other Increases in Expenditure

This biennium's budget did not lead Administration to include new positions in the budget, however, there are a number of increases in professional services and part-time (temporary) staff budgets. This was done to allow departments the flexibility to seek professional help and maintain service delivery without having to add a position. Many departments are at or near capacity in their workloads and at this time it is much more efficient to contract for a project than to expand our full-time workforce.

General Fund

The General Fund is a governmental fund which serves as the City's chief operating fund. The General Fund powers the following departments: Administration, Police, Volunteer Fire, Finance, and a significant portion of Public Works.

General Fund Revenue

Many General Fund revenues are typically forecast using a three year average which uses data from previous fiscal years. Exceptions to that methodology include property tax, sales tax, and contracted revenue sources. For FY22/23 this methodology did not work well for all revenue sources because of the impacts from COVID-19. On a case-by-case basis, Administration adjusted the forecast methodology to account for the disruptions experienced in FY20/21. Looking to the future, we are forecasting conservatively and anticipate modest growth in revenues for FY22/23.

Sales Tax

Sales tax is a very significant driver of the City's General Fund revenue. Administration modified the forecasting methodology for sales tax because of the disruption caused by COVID-19 in FY20/21. The numbers included in the budget attempt to get the City's budgeted revenue onto a similar track to where we would be if the pandemic had not happened.

There are indicators in the market at this time which lead us to believe we may see much higher returns for sales tax in FY22 due to the pent up demand for travel which is now being realized. In the second half for FY22, we may be looking at a surplus which we will likely want to address via a mid-biennium budget amendment.

In FY20 the City began to collect sales tax on internet sales through the Alaska Remote Sellers Sales Tax Commission. This new source of revenue generated \$138,150 in FY20 for the General Fund and we are forecasting over \$200,000 in revenues for both FY22 and FY23. It may be much stronger than forecasted, however, it is very difficult to predict due to the newness of the revenue source and the unknown long-term impacts of the pandemic on shopping habits. Remote sales tax has been given its own line in the budget so that it can be reported on separately from conventional sales tax. It is worth noting that not all internet sales are collected as remote sales, if an internet seller has a physical nexus in the Borough, then tax collection for online sales is handled through the Borough.

Property Taxes

Property development has not slowed in the face of COVID-19, particularly residential development. In FY20, 48 residential building permits were issued for the development of approximately \$15.7 million in improvements. The truncated FY21 is not yet complete, but it has seen 20 permits issued for the development of approximately \$8.9 million in improvements as of June 8, 2021. With this growth, as well as an active real estate market, we expect to see continued growth in the City's property tax revenues each year.

Airport Revenue

The airport is a State facility, however, the Homer Airport Terminal is owned and managed by the City. The City leases space within the terminal to an airline and a car rental business. We previously hosted a coffee shop, but that business vacated the terminal due to COVID-19. In FY20, RAVN, our airline leaseholder, went bankrupt and air service to Homer ceased. By November 2020, a “new” RAVN had been formed and signed a lease with the City to resume regular air service in an out of Homer. While the airport does generate revenue, it does not exceed the costs of operations. Operating the airport is a service to the community and is subsidized by General Fund dollars.

Charges for Services

Charges for Services is a broad category that includes many items such as: Community Recreation fees, ambulance billing, campground fees, fire protection to Kachemak City, permits for building and development, fines, etc. In FY22/23 we are expecting a rebound in campground fees after a slow FY20. We also expect a modest increase in revenue for planning-related permits as those fees are proposed to be increased for the first time in many years.

Operating Transfers

Operating Transfers represent payment by other funds to the General Fund. These transfers are determined for the Utility and Harbor Enterprise Funds through admin fees. The methodology for determining admin fees was updated for this budget and a detailed breakdown is available within the Operating Budget. Operating Transfers to the General Fund also occur when a portion of sales tax revenue generated by HART is transferred into the General Fund to cover road and trail maintenance, as approved by Homer voters in 2018.

General Fund Expenses

With the truncation of the 2021 fiscal year, it is difficult to present an “apples to apples” comparison of year to year spending. Generally, we are attempting to maintain the status quo while working through what we expect to be the end of the pandemic. Operational spending is seeing a modest year over year increase which is to be expected over time.

Cost of Living Adjustment (COLA)

COLAs are important to keep the City’s wage scale competitive in the local market. A fair and equitable COLA helps with both recruitment and retention of employees. In recent years, the Employee Committee has made an effort to connect COLA rates to the Consumer Price Index (CPI) for Alaska. The FY22/23 operating budget includes a COLA for FY23 of 0.8%. This rate was unanimously approved by the Employee Committee.

Supplies and Materials

In the wake of the pandemic, we have seen major slowdowns in worldwide supply chains which have made the costs of some materials, like lumber, increase dramatically. Supply chain disruptions have also made it harder to find certain items to purchase like electronics and fleet vehicles. The General Fund operating budget does its best to account for these challenges, but it is impossible to accurately forecast the financial impacts these disruptions will have in the long-term.

General Fund Transfers to CARMA

General CARMA and General Fleet CARMA are both typically funded by transfers from the operating budget. In FY22, there is a small operating surplus (\$20,918) which is slated to go to Fleet CARMA under the proposed budget. In FY23, there is a small operating deficit (\$51,057) which is proposed to be balanced via a transfer from the General Fund Fund Balance.

Port and Harbor Enterprise Fund

Port and Harbor Enterprise Fund Revenue

The Port's operating revenues are forecast to see conservative year over year growth. Similar to the General Fund, the Enterprise Fund's revenues are primarily forecast using a three year average. A notable exception to this is berth revenue which is determined via an analysis conducted by the Harbormaster based on current trends.

Port and Harbor Enterprise Fund Expenditures and Reserves

The Port is slated to see surpluses of more than \$600,000 in both FY22 and FY23. Careful management of expenditures matched with a decrease in the cost of Administrative Fees to the General Fund contribute to the generation of these surplus funds. There is a great deal of infrastructure in the port and harbor which is quite old, the operating surpluses are slated to be transferred to the Port Reserve and Port Fleet Reserve where they will be put to work supporting capital improvement projects.

Port and Harbor Enterprise Fund Budget Policy Considerations

The Enterprise Fund receives services from the General Fund which are paid for via Administrative Fees. This proposed budget includes a new methodology for Administrative Fees calculation which creates a significant reduction in the fees paid by the Enterprise. The financial relationship between the Enterprise and the General Fund is an important policy consideration for the Council moving forward.

Additional considerations include a proposal to pay off the Lot 42 loan by FY23 and a refinancing of an existing bond. The payoff of Lot 42 was recommended by the Port & Harbor Commission and is supported by Administration. The 2013 Harbor Revenue Bond refinancing was approved by Council in April 2021 and is currently underway, it is expected to save a significant amount in overall payments.

Water and Sewer Special Revenue Fund

Water and Sewer Fund Revenue

Most Water and Sewer revenues are forecasted similarly to the General Fund and Enterprise Fund in that we look at a running three year average to determine future needs. Preparing the revenue forecast for FY22/23 presented a challenge in that there was a dip in usage in 2020 which may have had some connection COVID-19 pandemic. FY22 metered sales are instead based on 2019 usage and FY23 is set at the same level. We may want to revisit this later in the biennium if we see any significant shifts in usage.

Water and Sewer Fund Expenditures

The Water and Sewer operating budget is a status quo budget. The largest increases are associated with the tri-annual dam safety inspection and the septic tank pumping contract for Kachemak City. We expect to see increases in some material costs, like chemicals, and possibly many different types of parts and equipment due to supply chain disruptions. The budget has a good faith estimations of cost, but it is difficult to accurately predict what long-term impacts we will see on pricing for utility-related items.

Water and Sewer Fund CARMA

The Utility CARMA has subaccounts for both water and sewer projects, it is typically funded via transfers from the Water and Sewer Fund. At this time, no surplus exists in either fiscal year to support a transfer to CARMA.

Water and Sewer Fund Budget Policy Considerations

The Council is currently engaged in discussions around the water and sewer rate models. Public Works, with support from a utility rate specialist at HDR, have been working to provide data and options to the Council as they consider future possibilities. This process, when it completes in FY22, should have a positive and longstanding impact on the Fund.

Capital Projects

Capital Projects, presented in a separate section of the budget and approved via a separate ordinance, are funded through eight different sources: General Capital Asset Repair & Maintenance Allowance (CARMA), General Fleet CARMA, Utility CARMA (water and sewer), Port Fleet Reserve, Port Reserve, Homer Accelerated Roads and Trails (HART) Roads, HART Trails, and Homer Accelerated Water and Sewer Program (HAWSP). In most budget bienniums, projects would be attached to a specific year. Due to the disruptions in many supply chains around the world, this budget proposes that all requests become active for FY22 to give staff maximum flexibility to acquire materials, vehicles, and other products whenever they are available.

General CARMA

The General CARMA fund is used to fund capital projects for General Fund purposes. In FY22/23 \$454,300 in projects have been proposed. Typically, General CARMA is funded by transfers from the Operating Budget. There is not a budgeted transfer to General CARMA in the FY22/23 budget and all proposed projects can be accomplished using existing funds within the account. If the City has a very strong summer season in calendar year 2021, it may produce a surplus which could be programmed to refill this funding source for future projects.

Currently there are many subaccounts within the General CARMA account in which funds are set for different City needs (i.e. Police, Fire, Library, etc.). At the end of FY21 all unencumbered funds, with the exception of three subaccounts: HERC, Seawall, and Fishing Hole, were rolled into the general subaccount of the General CARMA. Projects for FY22/23 are proposed to be funded from this general subaccount. After the budget is adopted, Council and Administration will work together to determine the future of how funds are allocated to the General CARMA account.

General Fleet CARMA

The General Fleet CARMA fund is used to fund purchases of fleet vehicles for General Fund purposes. In FY22/23 \$461,000 in new fleet-related purchases have been proposed. Fleet CARMA, like General CARMA, is typically funded by transfers from the Operating Budget. In FY22 there is a small surplus which is proposed to be transferred to Fleet CARMA. In the coming years, Administration anticipates great fleet needs due the advanced ages of many vehicles in our fleet. The Volunteer Fire Department is likely to have the greatest needs as its fire apparatus and ambulances age out of their useful lives.

Utility CARMA

The Utility CARMA fund is used to fund the replacement and repair of fixed assets and fleet purchases with a water and/or sewer nexus. In FY22/23 \$1.1M in projects have been proposed. The Utility CARMA is generally funded by transfers from the Water and Sewer Special Revenue Fund.

Port Fleet Reserve

The Port Fleet Reserve is used to fund fleet-related purchases for the Port and Harbor. In FY22/23 \$107,000 in projects have been proposed. The Port Fleet Reserve is funded through transfers from the Harbor Enterprise Fund.

Port Reserve

The Port Reserve is used for general port and harbor capital projects and has a special subaccount for the Load and Launch ramp. The FY22/23 budget proposed \$505,000 in projects from the general portion of the Port Reserve, there are no proposed projects related to the Load and Launch ramp portion of the reserve. The Port Reserve is funded through transfers from the Harbor Enterprise Fund.

HART Roads and Trails

HART is a voter approved sales tax which dedicates funds to road and trail related projects in the City. In FY22/23 \$2.3M in roads projects and \$350,000 in trails projects are proposed.

HAWSP

Like HART, HAWSP is a voter approved sales tax which dedicated funds to water and sewer related projects in the City. In FY22/23 \$884,536 in projects are proposed.

Conclusion

Thanks to the leadership of the Council and the Mayor, the City is in a significantly better financial position than many other local governments after the major disruptions created by the COVID-19 pandemic. Additionally, City staff has done an incredible job responding and adapting to the pandemic. While we have some challenges to overcome in FY22/23, I believe this transitional budget and new fiscal year model will set the City of Homer up for success for years to come.

The following pages contain detailed information regarding every fund, department, and division of the City of Homer.

Respectfully Submitted,



Rob Dumouchel

City Manager

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“WHERE THE LAND ENDS AND THE SEA BEGINS”

City of Homer

Budget Description

DOCUMENT

The budget document is divided into several sections. The first part of the budget is the **introduction**, which includes the table of contents, narratives about the budget document, budget process and fund structure. The next section is the **overview**. In this section the reader can see the combined budget for all fund types, and graphic presentations of the total government expenditures and revenues. The overview information is a recapitulation of detailed data presented later in the budget document. Its purpose is to give the reader an understanding of the overall financial activities and structure of the City without having to sift through the many pages of detailed information.

Following the overview are sections for each type of fund, beginning with the **General Fund** and followed by the **Utility Fund**, **Port and Harbor**, **Projects**, **Debt Service**, and **Internal Service**. Each section provides detailed information on revenues and expenditures for each fund within the fund type. Each fund and department or division within a fund has a page of narrative which describes the general and specific objectives of the fund, proposed program changes, and explanation of changes in particular accounts. There is also a page detailing the expenditures by account number. Expenditure information includes the Council's adopted or amended appropriation and historical information from three prior fiscal years.

The Capital Asset and Maintenance Repair Allowance (CARMA) Fund, Depreciation Reserves and Vehicle Replacement funds are included in the Projects section. The Health Insurance Reserves, Leave Cash Out Bank and the Revolving Energy Fund are in the Internal Service Fund section. The Water and Sewer funds are included in the Utility Fund section. The Debt Service section is included for informational purposes only.

The **Appendix** section includes information on the City's investment funds, citywide staffing information, the chart of accounts and a glossary of terminology. Within this section you will find a FTE chart and an hourly salary schedule in this section.

City of Homer

Budget Description

PROCESS

The City of Homer’s fiscal year begins July 1st and ends June 30th. The budget process for the City of Homer starts in January of the second year of the mayoral term beginning with the distribution of budget work-sheets to each department. The City Manager meets with the Department Heads to outline the budget policies and objectives for the coming fiscal years.

By the third Friday of April, the City Manager presents to the Council an overview of preliminary budget assumptions that address revenue projections, taxes, utility rates, program additions or deletions, wage and benefits, and other issues, which may potentially impact on the City’s overall financial condition.

In accordance with Homer City Code 3.05, the City Manager shall submit the preliminary budget covering each of the next two fiscal years to the City council by the third Friday in May of a budget year. The Council then has until June to hold public hearings on the City’s budgetary objectives and any statements of budget priorities of the community.

By no later than ten days prior to the end of the current fiscal year, the Council shall, by ordinance, make appropriation of the money needed for the following year.

After the budget has been adopted by the Council, the Council may transfer appropriations between major classifications or department by resolution and transfer appropriations between funds by ordinance. The City Manager has the authority to transfer amounts up to \$10,000 within a department.

FUND

Funds are fiscal and accounting entities with a self-balancing set of accounts. There are three broad fund categories: **Governmental Funds** (in general, they report tax supported activities), **Proprietary Funds** (report business-type activities), and **Fiduciary Funds** (report resources held as trustee or agent for others).

Examples of different types of funds:

- Governmental Fund Types: General Fund, Special Revenue Fund (Water & Sewer), Capital Project Funds, and Debt Service Fund.
- Proprietary Fund Types: Port & Harbor Fund
- Fiduciary Fund Types: Library Contributions Fund

City of Homer

Budget Description

Fund accounting is an accounting system emphasizing accountability rather than profitability. As a control device fund accounting system is used to segregate financial resources and ensure that the segregated resources are only used for their intended purpose.

The City of Homer’s activities are categorized with four major types of funds: The General Fund, Enterprise Funds, Debt Service Funds, and Reserve Funds. Under each type of fund, there are multiple funds utilized for specific purposes.

Governmental Funds

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

RECOMMENDATION: Maintain a restricted balance of equal to four months revenue for the current fiscal year for emergency use only.

Water and Sewer Special Revenue Fund: This fund accounts for operations of the water and sewer system. User charges are designed to recover cost of operation and maintenance of the system, exclusive of depreciation and major capital improvements. This fund is a component of the Utility Fund.

Debt Service Fund: The debt service funds are used to account for the accumulation of resources for the payment of general long-term principal, interest, and related cost. Each enterprise fund includes their respective general long-term debt principal, interest, and related costs. During the year these are kept in separate funds but are reported in the respective enterprise fund at the end of the year for financial statement presentation. During the year there is a debt service fund for HART and HAWSP. Revenue for these funds comes mainly from the collection of sales tax and assessments.

HAWSP Debt Service Fund: Water services are extended and property owners are assessed for part of the cost of this service. Sales tax revenue is used to pay for the financing of the debt incurred in input of new water/sewer lines and the new water treatment plant. The fund is a component of the Utility Fund.

City of Homer

Budget Description

Reserve Funds: Those portions of the fund balance that are legally segregated for a specific future use are reserve funds. These funds are appropriable for expenditures with the approval of the City Council during the budget process or on an individual basis as situations arise which are addressed by the City Council. There are three types of reserve funds being used by the City now.

- **Capital Asset Repair and Maintenance Allowance (CARMA) Fleet Reserve:** The sole purpose of this fund is for replacement of the City's fleet of vehicles on a planned rotation basis as their useful life expires. It is **NOT** for the purchase of vehicle accessories. Each department director through the normal budgetary process funds fleet allocation every year in an amount sufficient to cover the replacement of that department's fleet of vehicles. At the present the following exist: Administration, Fire, Police, Public Works, and Water & Sewer (Port/Harbor Enterprise Fund has its own Fleet Reserve Fund). Resolution 91-52: **Includes all rolling stock with the exception of graders, backhoes, dump trucks, fire trucks, etc.**
- **Capital Asset Repair and Maintenance Allowance (CARMA) Depreciation Reserve:** Capital replacement monies are to be restricted and distributed only for major capital outlay expenditures. Unbudgeted and unexpected capital costs in excess of \$10,000 shall come from these reserve accounts. To use these restricted funds, the City Council must approve the proposed purchase of services and/or goods. These reserve accounts have been established for City Hall, Library, Fire Department, Police Department, Public Works Department, City Leased Property, Library, Airport, Sewer (94-129a), Water (94-130A), and Port and Harbor (92-51S).
- **Capital Improvement (CIF) and Project Funds:** Capital project funds account for financial resources used for the acquisition or construction of major capital facilities (other than those financed by the Proprietary Fund Type). This fund is used as a financial reporting tool to demonstrate compliance with legal and contractual provisions, and to compile certain cost data. The purpose is to control expenditures for each project or closely related group of projects. In the general fund this is mainly used for the construction of roads and the collection of cost data. The sewer and water funds use this for the addition of sewer and water lines or improvements. The Port and Harbor use the capital fund for various grants and improvements to their facilities and for the collection of cost data.

Proprietary Funds

Enterprise Funds: Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. It is the intent of the City Council that the cost of providing goods and/or services to the general public be financed or recovered primarily through user fees. Currently, Port and Harbor is the only enterprise fund operated by the City.

City of Homer

Budget Description

Internal Service Fund: The City has three Internal Service Funds. The chief aim of an internal service fund is cost reimbursement.

- **Health Insurance Fund:** This fund is to capture the expenditures associated with all city (all funds) employees' health insurance. The City holds sufficient funds to pay claims and other costs incurred by the program. Each department is allocated a portion of the cost, depending on their respective count of employees eligible for the plan. The amount allocated from departments is not limited to the expenses of this fund, as any remaining balance remains in the fund for future expenses.
- **Leave Cash Out Fund:** This fund is to capture the expenditures of leave cash out from employees who retire or cash in their leave during the year. The General Fund, the Water & Sewer Special Revenue Fund, and Port & Harbor Enterprise Funds allocate a portion of the cost, depending on the anticipated retiree's and other leave cash outs of this fund for the year.
- **Revolving Energy Fund:** This fund was created to provide a long term source of funding for energy efficiency projects in City Facilities. Loans are provided for capital projects that improve energy efficiency in City buildings and facilities. The loans are to be repaid using the savings that are achieved.

Fiduciary Funds

Agency Fund, a type of Fiduciary Fund, is used to account for assets held by the City. Agency Fund is custodial in nature and do not involve measurement of operations. This fund generally serves as a clearing account. The City has two such accounts:

Library Contributions Fund: This includes funds received by the Homer Public Library until such time as disbursements are requested.

Fire Donation Fund: This includes funds received by the Homer Volunteer Fire Department until such time as disbursements are requested.

City of Homer

Budget Description

FINANCIAL POLICIES

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

The City of Homer is a first class General Law City incorporated in 1964 under Title 29 of the Alaska State Statute. City Code establishes that the fiscal year begins July 1st and ends June 30th. A wide range of services such as planning and zoning, docks & small boat harbor, airport facility, water and sewer services, library, parks and recreation, public safety (police protection, jail facilities, fire and emergency medical services), Public Works, and general administrative services are provided by the City for the citizens of Homer and surrounding areas. In addition to general governmental activities, the City provides financial support to certain community service organizations that promote education, health, recreation and economic stability for the citizens of the community. Funding for the City, by order of importance, is provided from sales tax, property tax, state revenue, interest earnings, federal revenue and other sources.

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

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

City of Homer

Budget Description

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

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

Prudent budgeting and effective budgetary control

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

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

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

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

City of Homer

Budget Description

Efficient safeguarding of City assets

Management of the City of Homer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft, or misuse and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of 'reasonable assurance' recognizes that: 1) the cost of a control should not exceed the benefits likely to be derived; and 2) the valuation of costs and benefits require estimates and judgments by management. Authorization, through purchase orders, is required for the encumbrance and expenditure of funds. An encumbrance is the reservation of the funds necessary to pay for the purchase. The proper account must have adequate appropriations available prior to approval of the purchase order. Formal bids are required for purchases exceeding \$25,000.

Manageable debt administration

Debt administration procedures include the scheduling of bond payments spread over the life of the issue, producing a total debt service schedule that is manageable. Under state statutes, a municipality may incur general obligation bond debt only after a bond authorization ordinance is approved by a majority vote at an election. There is no legal debt limit established for the City. Debt repayment is timed to correspond to expected cash inflows.

Maintenance of a sound investment policy of City monies

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

CITY OF HOMER

Homer Municipal Code: 3.05.005-3.05.050

Chapter 3.05

BUDGET

Sections:

- 3.05.005 Budget assumptions.
- 3.05.010 Budget submission; contents.
- 3.05.011 City Manager's budget message.
- 3.05.012 Complete financial plan.
- 3.05.015 Review; hearing; adoption; appropriations.
- 3.05.017 Minimum annual transfer for Homer Accelerated Roads and Trails capital accounts.
- 3.05.020 Amendments.
- 3.05.025 System of accounts.
- 3.05.030 Unencumbered balances of appropriations; transfers.
- 3.05.035 Lapse of appropriation at end of fiscal year.
- 3.05.045 Balanced budget requirements.
- 3.05.047 Capital Asset Repair and Maintenance Allowance Fund.
- 3.05.048 Capital Improvement Fund.
- 3.05.049 General Fund – Fund Balance.
- 3.05.050 Priority of Funding.

3.05.005 Budget Assumptions. The City of Homer operates on a traditional biennial budget beginning with the two-year biennium commencing January 1, 2020. The 2020-21 biennial budget and all subsequent budgets shall be prepared, considered and adopted under the provisions of this chapter. The budget shall be adopted every second year of a mayoral term. By the third Friday in April the City Manager shall present to the Council an overview of preliminary budget assumptions for a budget period containing the next two fiscal years. These preliminary assumptions will address, by fund, revenue projections, tax and utility rates, program additions or deletions, wages and benefits, or other issues with potential effects upon the City's overall financial condition.

3.05.010 Budget submission; contents. By the third Friday in May of a budget year, the City Manager shall present to the Council a budget proposal covering each of the next two fiscal years of the City.

3.05.011 City Manager's budget message. The City Manager's budget message shall explain the budget in fiscal terms and in terms of work programs. It shall contain an outline of the proposed financial policies of the City for the ensuing two fiscal years, describe the important features of the budget, indicate any major changes from the prior budget period and from current financial policies, expenditures, and revenues, together with the reasons for such changes, summarize the City's debt position and include other material as deemed desirable.

3.05.012 Complete financial plan.

a. The budget shall provide a complete financial plan of all City funds and activities for the next two fiscal years. In organizing the budget, the City Manager shall utilize the most feasible combination of expenditure classification by fund, organizational unit, program, purpose or activity and objective.

b. The budget shall begin with a clear general summary of its contents, which summary shall show principal sources of anticipated revenue, stating separately the amount to be raised by property taxes, and by department the kinds of expenditures in such a manner as to present to the public a clear and simple estimate of budget detail.

c. The budget shall show in detail all estimated income, including the proposed property tax levy, but shall exclude State revenue sharing, which will be appropriated when received. The budget also shall show in detail all proposed expenditures, including debt service, for the ensuing budget period.

d. The budget shall be prepared on a modified accrual basis and subsequent reporting shall recognize revenues when they become available and measurable and recognize expenditures when liabilities are incurred.

e. The budget shall include in separate sections:

1. Proposed expenditures for current fund operations during the ensuing budget period detailed by offices, departments and agencies in terms of their respective work programs, and the method of financing such expenditures;
2. Anticipated net surplus or deficit (fund balance) for the ensuing budget period of each enterprise fund owned or operated by the City and the proposed method of its disposition; subsidiary budgets for each such fund, giving detailed income and expenditures information, shall be presented in the budget;
3. Proposed capital budget will be presented as a separate section of the biennial budget. The capital budget shall show capital expenditures during the ensuing budget period, detailed by offices, departments and agencies, when practicable, and the proposed method of financing each such capital expenditure.

f. Comparative data for the previous and ensuing budget periods shall be provided in a format for ease of comparison of previous proposed revenues and expenditures.

3.05.015 Review; hearing; adoption; appropriations.

a. At a Council meeting held not less than 10 days prior to the end of the current budget period, the Council shall, by ordinance, appropriate the money needed for the ensuing budget period.

b. The budget proposal of the City Manager shall be reviewed by the Council and shall be available for public inspection in the office of the City Clerk and posted on the City's website.

c. A public hearing on the appropriation ordinance shall be held in accordance with provisions for adoption of an ordinance. All interested parties shall be given an opportunity to be heard on matters relative to the budget.

d. A separate appropriation shall be made to each of the various funds of the City. From the effective date of the budget, the amounts stated therein as expenditures shall be and become appropriated to the objects and purposes therein named. The City Council may make supplemental and emergency appropriations, but payment may not be authorized or made and an obligation may not be incurred except in accordance with approved appropriations.

e. The City Council shall provide for a midbiennium review, and any modification shall occur no sooner than eight months after the start, but no later than the conclusion of the first year of the biennium. The City Manager shall prepare a proposed budget modification and the City shall provide for publication of notice of hearings consistent with publication of notices for adoption of other City ordinances. Such proposal shall be submitted to the City Council and shall be a public record and be available to the public. A public hearing shall be advertised at least once and shall be held no later than the first regular Council meeting in December and may be considered from time to time. At such a hearing or thereafter, the Council may consider a proposed ordinance to carry out such modifications.

3.05.017 Minimum annual transfer for Homer Accelerated Roads and Trails capital accounts.

The annual budget will transfer a minimum of \$550,000 of the three-quarters percent dedicated sales tax levied for Homer Accelerated Roads and Trails exclusively for the purpose of funding street reconstruction improvements and related utilities, construction of new local roads, and construction of new local trails.

3.05.020 Amendments. The Council may, by ordinance, increase or decrease appropriations during the course of the budget period, and may also amend the budget using the same method used for its initial adoption.

3.05.025 System of accounts. All City accounts shall be organized in a manner consistent with the approved budget. The City Council may supplement or further delineate designations.

3.05.030 Unencumbered balances of appropriations; transfers.

a. The necessary accounting records shall be maintained to reflect the unencumbered balances of all appropriations. The Finance Director/Treasurer shall submit to the City Council a quarterly report reflecting operating activity and anticipated expenditures.

b. Unencumbered appropriation balances may be transferred from one budget line item to another within the same department by the City Manager at any time. Transfer of appropriations within departments which would permanently amend the approved staffing level or level of service delivery shall require Council approval.

c. At the request of the City Manager, or on its own initiative, the Council may, by resolution, transfer unencumbered appropriation balances from one department to another within the same fund.

3.05.035 Lapse of appropriation at end of fiscal year.

a. Except as provided in this section and in section and in HCC 3.05.047 through 3.05.049, appropriations shall lapse at the end of the fiscal year to the extent that they have not been fully expended or fully encumbered. Any earnings from investment of monies accumulated in a fund shall accrue to the fund.

b. An appropriation for a capital expenditure shall continue in force until the purpose for which it is made has been accomplished or abandoned; the purpose of such appropriation shall be deemed abandoned if three years pass without disbursement or encumbrance of the appropriation.

3.05.045 Balanced budget requirements. Projected expenditures shall not exceed projected revenues in the operating budget. Any action to reconsider, rescind, or veto the budget which would affect a balanced budget must be accompanied by action which maintains a balanced budget.

3.05.047 Capital Asset Repair and Maintenance Allowance Fund.

a. There is established in the general fund a Capital Asset Repair and Maintenance Allowance Fund (CARMA). The amount of the fund shall be established by City Council in the biennial budget based on the projected maintenance and repair needs of the City.

b. Purpose. Capital asset management is essential to extending the life and use of taxpayer funded assets, facilities and infrastructure.

c. Funds in the Capital Asset Repair and Maintenance Allowance Fund shall be available for appropriation and expenditure for equipment replacement, fleet replacement, engineering, or planning services, major maintenance of city facilities, or any other purpose as identified and recommended by the City Manager and authorized by the City Council.

3.05.048 Capital Improvement Fund

a. There is established in the general fund a Capital Improvement Fund (CIF). The fund shall be comprised of various Council appropriations for capital projects, acquisitions or initiatives as identified and authorized by the City Council which shall not be limited to only the current budget period.

3.05.049. General Fund – Fund Balance.

a. Purpose. General Fund. The fund balance of the general fund represents the net assets of the general fund and serves as a measure of financial resources.

b. There is established within the fund balance of the general fund an amount equal to four months revenue for the current fiscal year that is restricted to emergency use only. Emergency restricted fund balance shall only be spent to help the City of Homer provide quick response to weather, economic uncertainty and unexpected situations such as natural disasters so as to avoid the need for short-term borrowing.

c. Unassigned fund balance shall be available for appropriation by City Council.

d. Any General Fund budget surplus at the end of a fiscal year will lapse into the General Fund – Fund Balance.

3.05.050 Priority of Funding

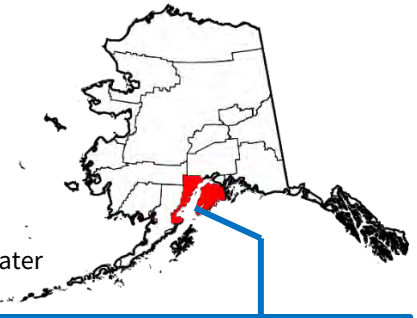
Within the General Fund during the biennial budget process available revenue will be budgeted in the following priority order in order to meet the financial obligations of the City of Homer:

- i. Operating budget
- ii. General Fund – Fund Balance Restricted
- iii. Capital Asset Repair and Maintenance Allowance Fund
- iv. General Fund – Fund Balance Unrestricted

City of Homer

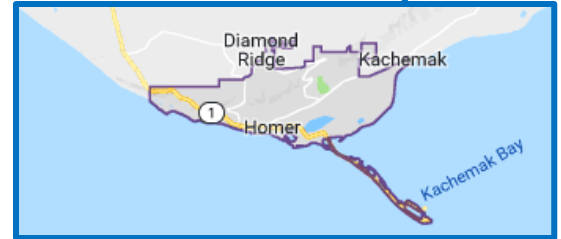
CITY PROFILE

First Class City	Incorporated March 1964
Form of Government	City Council / City Manager
Area	25 square miles 15 sq mi of land & 10 sq mi of water
Population	5,922



GEOGRAPHY

Homer is located in southcentral Alaska on the southern tip of the vast and predominantly rural Kenai Peninsula Borough, 230 miles south of Anchorage at the end of Highway 1. A prominent geologic feature is the Homer Spit, a 4.5 mile gravel bar extending into Kachemak Bay.



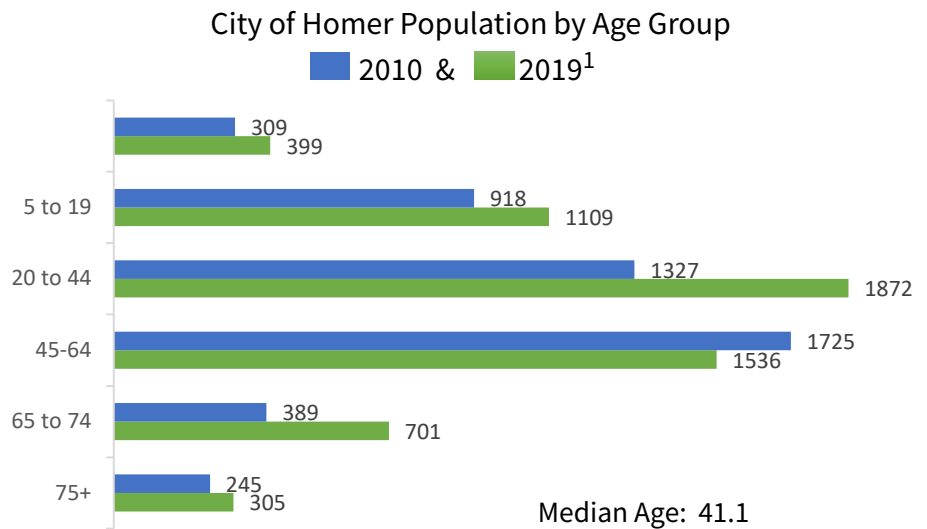
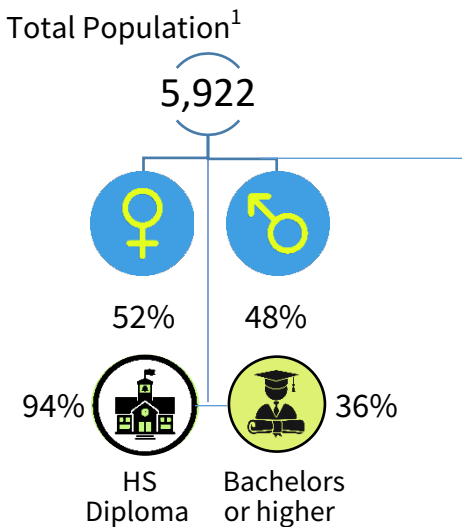
GOVERNMENT SERVICES

The City of Homer employs an average of 100 full time equivalent employees to provide an array of services. In addition to public safety, public utilities and general governmental duties, the City operates a Port & Harbor facility, an airport terminal, public library, recreational program, and it manages a system of trails, parks and campgrounds. The local hospital and area schools are operated by the Kenai Peninsula Borough; the airport is operated by the State of AK. Homer is the service hub for outlying residential areas and smaller communities of the southern Kenai Peninsula.

SERVICE INFRASTRUCTURE

Miles of streets	80
Miles of water main	59
Miles of sewer mains	63
Number of fire hydrants	442
Water/sewer connections	1,862
Millions gallons sewer treated	158
Motorpool vehicles maintained	124
Acres of park and recreation areas	247
Square footage of facilities maintained	116,237

COMMUNITY DEMOGRAPHICS



Key Trends Alaska's senior population has increased by more than 5% each year since 2010, faster than any other state. From 2000-2018, the 65+ population increased by 37%, with the highest regional growth rate on the Kenai Peninsula.² (Sources: ¹US Census 2019 ACS Estimates (V2019); ²Alaska Economic Trends Volume 39, No. 6, June 2019.)

HOMER'S ECONOMIC INDICATORS From 2017 to 2018, employment in Homer grew at a rate of 1.97% from 2.6k people active in the workforce to 2.69k. 2020 saw a decline in employment figures due to the COVID-19 pandemic.³ (Source: ³DataUSA from the US Census ACS 2018 5-year Estimate.)

Employment by occupations³



Top Industry Sectors³



Key Trends Homer’s economy enjoys a high degree of diversification, a buffer from sector-specific economic downturns like the statewide decline in oil and gas production. Strong tourism, real estate, marine industrial, transportation, commercial fishing and marine trades anchor the economy. Compared to other places, Homer has 3.31 times more residents per capita working in Farming, Fishing & Forestry. Commercial fishing is Alaska’s largest private-sector employer and a major contributor to employment and wages in Homer. In 2018, ex-vessel income for Homer’s fleet was \$69M; salmon ranked as the most abundant and valuable species at total landings of 49.2M pounds worth more than \$52M.⁵ (Source: Commer. Fisheries Entry Comm.)

HOUSING ¹		INCOME ¹	
\$282,400	\$1,020	\$34,709	\$60,993
Median Home Value	Median Monthly Rent	Per Capita	Median Household
> Kenai Peninsula Borough at \$242,200 > Alaska at \$217,500	≅ Kenai Peninsula Borough at \$987 < Alaska at \$1,062	2% lower than Kenai Peninsula Borough average	Less than the amount for the Kenai Peninsula Borough: \$66,064
Number of Households: 2,149	% of homes owner occupied: 61.7	Persons below poverty line: 9.8%	3% increase since 2017

Key Housing Trends⁶ Over the last decade, Homer has led the Kenai Peninsula in new home construction, except for 2010 when it was second to Soldotna. Homer gained 51 new homes in 2017, 38 in 2019 and 41 in 2020, which accounted for two-thirds of the reported new homes built on the Kenai Peninsula annually. ⁶ (Source: Alaska Housing Finance Corporation/ADOLWD Housing Market Indicators.)

TAXES Homer consumers pay a local sales tax of 7.85% (4.85% for the City of Homer & 3% for Kenai Borough).

Revenues	Year	2016	2017	2018	2019	2020
Sales Tax	Homer Sales Tax Rate	4.5%	4.5%	4.5%	4.5%	4.85%
	Revenue to City of Homer	\$7,533,680	\$7,674,256	\$7,848,136	\$8,062,653	\$10,319,783
Homer Property Tax	Mill Rate	City = 4.5 mill	Borough = 4.5 mill	Hospital = 2.3 mill	Total = 11.3 mill	
	Assessed Value (real & personal)	\$699,797,998	\$759,641,672	\$755,804,352	\$788,085,274	\$815,008,238
	Assessed Value (oil & gas property)	\$0	\$4,384,620	\$1,332,910	\$0	\$0
	Revenue to City of Homer	\$3,101,669	\$3,179,361	\$3,537,376	\$3,220,914	\$3,279,822

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“WHERE THE LAND ENDS AND THE SEA BEGINS”

City of Homer
Proposed Budget Development Schedule for FY 2022 & 2023

Dates	Time	Event
2/8/2021	6:00 PM	Budget Development Schedule approved by Council
2/22/2021		Submit to departments, budget work sheets including salary and fringe benefit costs
	5:00 PM	Committee of the Whole, Council to discuss budget priorities for the coming year
	6:00 PM	Regular Meeting, Public Hearing - public input on budget priorities for the coming year
3/8/2021	5:00 PM	During Committee of the Whole, Council to discuss Revenue Sources for General Fund
3/29/2021		Departmental Draft Budget and narratives to Finance
4/12/2021		Compile data and return copy to departments for review
4/12 - 4/23/2021	Weeks Of	City Manager - Budget Review with Finance Director and Department Heads
4/26/2021		Preliminary budget assumptions to Council.
5/10/2021		City Manager's Budget (Proposed Budget) to Council
	5:00 PM	Committee of the Whole, Council to discuss budget
	6:00 PM	Regular Meeting - Public Hearing
5/24/2021	5:00 PM	Committee of the Whole, Council to discuss budget
	6:00 PM	Regular Meeting - to introduce Budget Ordinance and Fee/Tariff Resolutions
6/14/2021	5:00 PM	Committee of the Whole, Council to discuss budget
	6:00 PM	Regular Meeting - Public Hearing
6/28/2021	6:00 PM	Regular Meeting - Public Hearing & FY 2022/23 Budget Adoption

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“WHERE THE LAND ENDS AND THE SEA BEGINS”

**City of Homer
FY22/23 Operating Budget**



OVERVIEW

The City of Homer's budget is the city's financial plan, which is governed by Homer Municipal Code (3.05.005 – 3.05.050). The budget quantifies the City's revenue resources and expenditure allocations for the next two fiscal years. A budget development schedule is established each budget year according to the city code requirement. Budgeting at the department or unit level is a decentralized process. Each department or unit is responsible for building its' own budget. The budget process starts in January of each second year of the mayoral term. The City Manager reviews each individual departmental budget with the department and the Finance Director. Finance Department is responsible for the compilation of the draft [or proposed] budget and the final adopted budget to ensure its completeness and accuracy. The City Manager submits the proposed budget in May to the City Council for final approval and adoption in June.

This section of the budget includes:

- **Combined Revenues and Appropriations**
- **Insurance Distribution and the General Overhead Allocations**
- **Operating Transfer Schedule**

All Funds Combined Forthcoming



“WHERE THE LAND ENDS AND THE SEA BEGINS”

All Funds Combined Chart Forthcoming



“WHERE THE LAND ENDS AND THE SEA BEGINS”

**City of Homer
FY22/23 Operating Budget**

Policy	Commercial Property	Fidelity Bond	Commercial Gen Liab	Automobile	Police Liability	Marina Liability	Underground Tanks	Workers Compensation	TOTAL
Account #	5221	5224	5223	5222	5223	5223	5223		
Premium	\$ 122,156	\$450	\$47,477	\$71,441	\$75,478	\$36,053	\$7,031	\$195,959	\$ 556,045
Allocation	Assets	Direct	Expense Budget	Rolling Stock	Direct	Direct	Direct		
Spread to all depts								\$195,959	\$195,959
Mayor/ Council		-	\$799	-	-	-	-	-	\$799
Clerk		-	\$843	-	-	-	-	-	\$843
Manager		-	\$613	-	-	-	-	-	\$613
Personnel		-	\$427	-	-	-	-	-	\$427
Economic Development		-	\$427	-	-	-	-	-	\$427
Information System		-	\$762	-	-	-	-	-	\$762
Leased Property	\$ 2,894	-	\$121	-	-	-	-	-	\$3,015
Community Recreation		-	\$375	-	-	-	-	-	\$375
Finance		-	\$1,689	-	-	-	-	-	\$1,689
Planning		-	\$871	-	-	-	-	-	\$871
City Hall	\$ 4,667	\$450	\$307	\$435	-	-	-	-	\$5,859
Library	\$ 9,305	-	\$2,145	-	-	-	-	-	\$11,449
Airport	\$ 4,063	-	\$515	-	-	-	-	-	\$4,578
Fire	\$ 6,544	-	\$2,940	\$14,641	-	-	-	-	\$24,125
Police-Admin	\$ 4,794	-	\$7,559	\$12,994	\$13,586	-	-	-	\$38,933
Police-Jail		-	-	-	\$61,892	-	-	-	\$61,892
Police-Animal	\$ 1,056	-	\$509	-	-	-	-	-	\$1,565
PW	\$ 5,014	-	\$6,492	\$11,343	-	-	\$7,031	-	\$29,880
Water	\$ 8,276	-	\$5,207	\$11,343	-	-	-	-	\$24,826
Sewer	\$ 10,822	-	\$4,014	\$11,343	-	-	-	-	\$26,179
Port	\$ 64,722	-	\$10,865	\$9,341	-	\$36,053	-	-	\$120,980
Seawall		-	-	-	-	-	-	-	\$0
Ins. Allocation	\$ 122,156	\$ 450	\$ 47,477	\$ 71,441	\$ 75,478	\$ 36,053	\$ 7,031	\$195,959	\$ 556,045

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“WHERE THE LAND ENDS AND THE SEA BEGINS”

City of Homer
FY22/23 Operating Budget

CITY OF HOMER ADMIN FEE ALLOCATION BASED ON FY22 DRAFT BUDGET BASIS: ESTIMATED WORK EFFORT BY DEPARTMENT									
Department	TOTAL	General Fund	Water Fund	Sewer Fund	Port & Harbor Fund	HART-Roads Fund*	HART-Trails Fund*	HAWSP Fund*	Cross Total
Legal	\$ 275,000	\$255,354	\$0	\$0	\$18,647	\$0	\$0	\$999	275,000
Distribution		92.9%	0.0%	0.0%	6.8%	0.0%	0.0%	0.4%	100%
Mayor & Council	92,625	\$47,811	\$9,562	\$8,991	\$14,843	\$6,565	\$0	\$4,852	92,625
Distribution		51.6%	10.3%	9.7%	16.0%	7.1%	0.0%	5.2%	100%
City Clerk	401,861	207,432	41,486	39,010	64,397	28,483	-	21,053	401,861
Distribution		51.6%	10.3%	9.7%	16.0%	7.1%	0.0%	5.2%	100%
City Hall Complex	133,618	68,971	13,794	12,971	21,412	9,471	-	7,000	133,618
Distribution		51.6%	10.3%	9.7%	16.0%	7.1%	0.0%	5.2%	100%
City Manager	514,304	265,473	53,095	49,925	82,415	36,453	-	26,943	514,304
Distribution		51.6%	10.3%	9.7%	16.0%	7.1%	0.0%	5.2%	100%
Personnel	210,285	143,928	16,239	16,239	33,879	-	-	-	210,285
Distribution		68.4%	7.7%	7.7%	16.1%	0.0%	0.0%	0.0%	100%
Information Technology	373,572	255,689	28,848	28,848	60,187	-	-	-	373,572
Distribution		68.4%	7.7%	7.7%	16.1%	0.0%	0.0%	0.0%	100%
Finance	873,394	501,464	116,532	111,167	95,133	26,428	-	22,668	873,394
Distribution		57.4%	13.3%	12.7%	10.9%	3.0%	0.0%	2.6%	100%
Planning Zoning	416,528	312,396	20,826	20,826	62,479	-	-	-	416,528
Distribution		75.0%	5.0%	5.0%	15.0%	0.0%	0.0%	0.0%	100%
Total Allocation	3,291,186	2,249,435	300,383	287,977	453,392	-	-	-	3,291,186
Percent of Allocation	100%	68.3%	9.1%	8.7%	13.8%	0.0%	0.0%	0.0%	100%

COMPARISON OF ALLOCATION BETWEEN FY22 AND FY21 FULL-YEAR BUDGET**									
	General Fund	Water Fund	Sewer Fund	Port & Harbor Fund	HART - Roads Fund	HART - Trails Fund	HAWSP Fund	Total	
PERCENT:									
FY22 DRAFT BUDGET	68.3%	9.1%	8.7%	13.8%	0.0%	0.0%	0.0%	100.0%	
FY21 FULL-YEAR BUDGET	52.8%	9.8%	7.8%	19.5%	4.0%	1.0%	5.0%	100.0%	
DOLLARS:									
FY22 DRAFT BUDGET	2,249,435	300,383	287,977	453,392	-	-	-	3,291,186	
FY21 FULL-YEAR BUDGET	1,627,891	303,587	241,482	601,986	123,331	30,833	154,164	3,083,273	
Difference (Decrease)	621,544	(3,205)	46,495	(148,594)	(123,331)	(30,833)	(154,164)	(207,913)	

Budget Methodology:

Legal - Budgeted expenses are allocated based on a three year average of actual spend
 Mayor/Council - Budgeted expenses (less legal and audit) are allocated based on a three year average of City Council activity
 City Clerk - Budgeted expenses are allocated based on a three year average of City Council activity
 City Hall - Budgeted expenses are allocated based on a three year average of City Council activity
 City Manager - Budgeted expenses are allocated based on a three year average of City Council activity
 Personnel - Budgeted expenses are allocated based on budgeted full-time equivalents (FTE's)
 IT - Budgeted expenses are allocated based on budgeted full-time equivalents (FTE's)
 Finance - Budgeted expenses are allocated based on an average of work effort provided by the four operating components (general, payroll, accounts receivable, and accounts payable) within the department
 Planning/Zoning - Budgeted expenses are allocated based on estimated work effort in a typical year

*Allocation detail is illustrated for HART and HAWSP, however Administration opted to not allocate those costs. So, there is a zero total for those funds and the total expenses were absorbed into the General Fund total allocation.

**Comparison chart is for reference purposes - truncated FY21 Budget reduced admin fees for Water/Sewer funds and removed the charge to Port & Harbor, HART and HAWSP funds

City of Homer
FY22/23 Operating Budget

CITY OF HOMER ADMIN FEE ALLOCATION BASED ON FY22 DRAFT BUDGET BASIS: ESTIMATED WORK EFFORT BY DEPARTMENT									
Department	TOTAL	General Fund	Water Fund	Sewer Fund	Port & Harbor Fund	HART-Roads Fund*	HART-Trails Fund*	HAWSP Fund*	Cross Total
Legal	\$ 275,000	\$255,354	\$0	\$0	\$18,647	\$0	\$0	\$999	275,000
Distribution		92.9%	0.0%	0.0%	6.8%	0.0%	0.0%	0.4%	100%
Mayor & Council	89,705	\$46,304	\$9,261	\$8,708	\$14,375	\$6,358	\$0	\$4,699	89,705
Distribution		51.6%	10.3%	9.7%	16.0%	7.1%	0.0%	5.2%	100%
City Clerk	411,994	212,663	42,533	39,993	66,021	29,201	-	21,584	411,994
Distribution		51.6%	10.3%	9.7%	16.0%	7.1%	0.0%	5.2%	100%
City Hall Complex	132,805	68,551	13,710	12,892	21,281	9,413	-	6,957	132,805
Distribution		51.6%	10.3%	9.7%	16.0%	7.1%	0.0%	5.2%	100%
City Manager	525,463	271,233	54,247	51,008	84,204	37,244	-	27,528	525,463
Distribution		51.6%	10.3%	9.7%	16.0%	7.1%	0.0%	5.2%	100%
Personnel	213,921	146,417	16,519	16,519	34,465	-	-	-	213,921
Distribution		68.4%	7.7%	7.7%	16.1%	0.0%	0.0%	0.0%	100%
Information Technology	390,288	267,130	30,139	30,139	62,880	-	-	-	390,288
Distribution		68.4%	7.7%	7.7%	16.1%	0.0%	0.0%	0.0%	100%
Finance	909,526	522,210	121,353	115,766	99,069	27,522	-	23,606	909,526
Distribution		57.4%	13.3%	12.7%	10.9%	3.0%	0.0%	2.6%	100%
Planning Zoning	429,315	321,986	21,466	21,466	64,397	-	-	-	429,315
Distribution		75.0%	5.0%	5.0%	15.0%	0.0%	0.0%	0.0%	100%
Total Allocation	3,378,017	2,306,960	309,228	296,491	465,339	-	-	-	3,378,017
Percent of Allocation	100%	68.3%	9.2%	8.8%	13.8%	0.0%	0.0%	0.0%	100%

COMPARISON OF ALLOCATION BETWEEN FY22 AND FY21 FULL-YEAR BUDGET**									
	General Fund	Water Fund	Sewer Fund	Port & Harbor Fund	HART - Roads Fund	HART - Trails Fund	HAWSP Fund	Total	
PERCENT:									
FY23 DRAFT BUDGET	68.3%	9.2%	8.8%	13.8%	0.0%	0.0%	0.0%	100.0%	
FY21 FULL-YEAR BUDGET	52.8%	9.8%	7.8%	19.5%	4.0%	1.0%	5.0%	100.0%	
DOLLARS:									
FY23 DRAFT BUDGET	2,306,960	309,228	296,491	465,339	-	-	-	3,378,017	
FY21 FULL-YEAR BUDGET	1,627,891	303,587	241,482	601,986	123,331	30,833	154,164	3,083,273	
Difference (Decrease)	679,069	5,640	55,010	(136,648)	(123,331)	(30,833)	(154,164)	(294,744)	

Budget Methodology:

- Legal - Budgeted expenses are allocated based on a three year average of actual spend
- Mayor/Council - Budgeted expenses (less legal and audit) are allocated based on a three year average of City Council activity
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FY22 Transfer Schedule Forthcoming



“WHERE THE LAND ENDS AND THE SEA BEGINS”

FY23 Transfer Schedule Forthcoming



“WHERE THE LAND ENDS AND THE SEA BEGINS”

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“WHERE THE LAND ENDS AND THE SEA BEGINS”

City of Homer
FY22/23 Operating Budget



General Fund

The General Fund is established to account for the revenues and expenditures necessary to carry out basic governmental activities of the City such as administrative, library, planning, airport, public safety, fire services and recreation. Appropriations are made from the fund annually.

Revenues are recorded by sources, for example, property and sales taxes, airport, etc. General Fund expenditures are made for the current day-to-day operating expenses. Capital expenditures such as building improvements and the purchase of equipment are accounted for in the Capital Asset and Repair Maintenance Account (CARMA) Funds. Expenditures are accounted for by the individual departments. These are then rolled up into the General Fund.

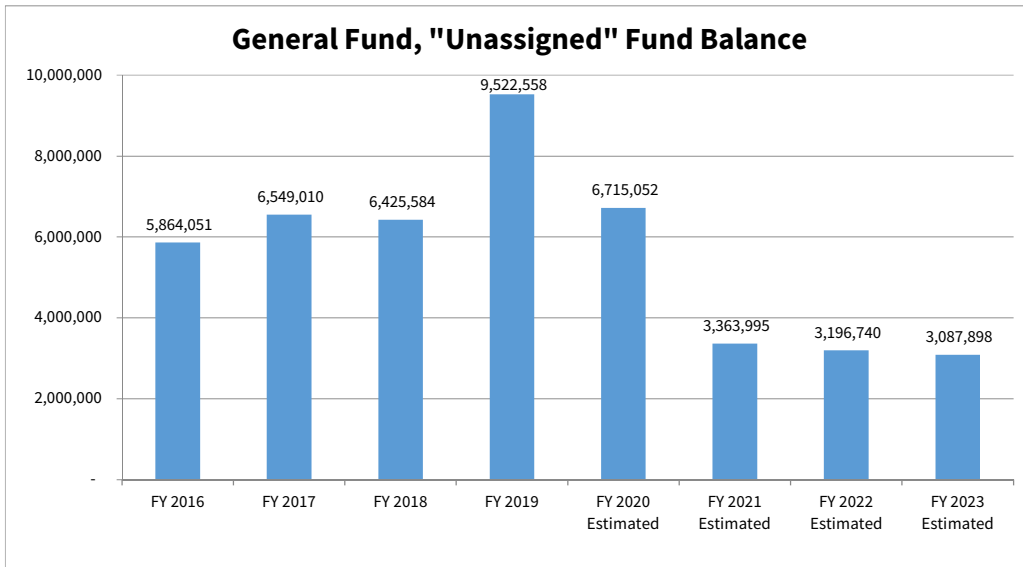
**City of Homer
FY22/23 Operating Budget**

**Fund Balances - Total
Major Funds**

FY Ending	General	Utility Special Revenue	City Facilities Capital Projects	Gas Line Capital Project	HART - Roads Capital Projects	Nonmajor (incl. HART Trails)	Total Gov. Funds	CAFR ref.
12/31/2010	5,573,814	3,657,285	0	0	4,673,141	5,240,631	19,144,871	Page 20
12/31/2011	6,727,846	3,345,465	877,757	0	5,457,410	3,828,588	20,237,066	Page 20
12/31/2012	6,088,612	3,204,482	196,953	0	6,329,416	4,587,849	20,407,312	Page 22
12/31/2013	6,047,784	3,012,653	(1,737,914)	0	6,025,791	4,804,509	18,152,823	Page 22
12/31/2014	6,569,033	1,807,867	0	(281,413)	6,994,279	4,642,319	19,732,085	Page 22
12/31/2015	6,521,000	2,534,072	0	176,869	7,454,304	5,022,558	21,708,803	Page 20
12/31/2016	6,612,768	3,484,580	0	(2,233,601)	6,640,048	6,173,293	20,677,088	Page 20
12/31/2017	7,207,029	3,806,889	0	(1,364,351)	6,616,062	4,591,755	20,857,384	Page 20
12/31/2018	7,155,081	4,114,638	0	(932,007)	6,039,671	7,010,324	23,387,707	Page 21
12/31/2019	10,051,587	6,031,446	3,719,822	(620,533)	5,907,370	5,073,734	30,163,426	Page 21

General Fund Balance - Unassigned

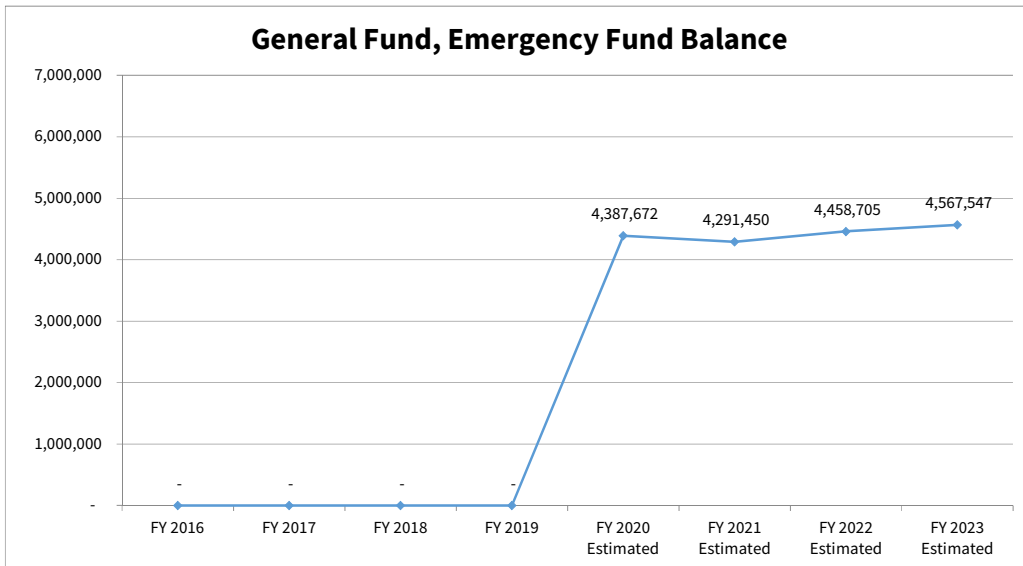
FY 2016	FY 2017	FY 2018	FY 2019	FY 2020 Estimated	FY 2021 Estimated	FY 2022 Estimated	FY 2023 Estimated
5,864,051	6,549,010	6,425,584	9,522,558	6,715,052	3,363,995	3,196,740	3,087,898



General Fund - Emergency Fund Balance

FY 2016	FY 2017	FY 2018	FY 2019	FY 2020 Estimated	FY 2021 Estimated	FY 2022 Estimated	FY 2023 Estimated
-	-	-	-	4,387,672	4,291,450	4,458,705	4,567,547

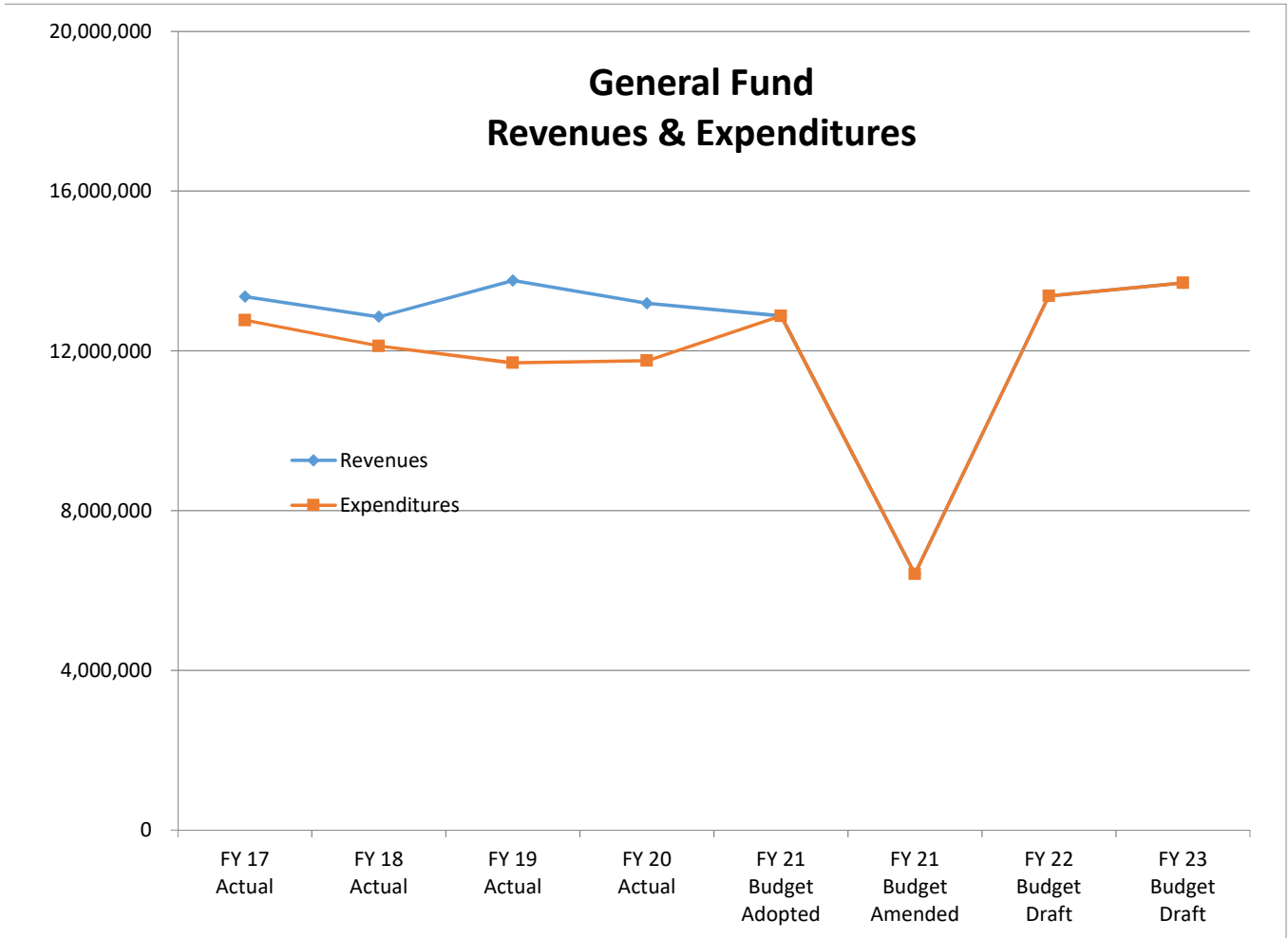
Emergency Fund effective FY20 per HCC 3.05.049 - Equal to four months operating revenue for current fiscal year



**City of Homer
FY22/23 Operating Budget**

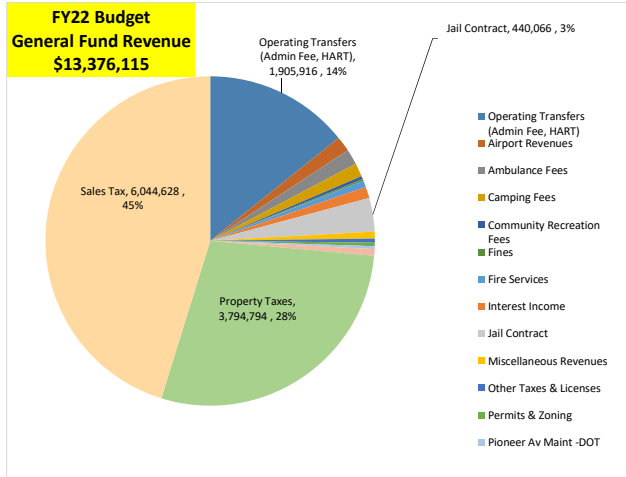
	FY 17 Actual	FY 18 Actual	FY 19 Actual	FY 20 Actual	FY 21 Budget Adopted	FY 21 Budget Amended	FY 22 Budget Draft	FY 23 Budget Draft
Revenues	13,363,325	12,857,634	13,761,870	13,194,902	12,874,350	6,415,635	13,376,115	13,702,641
Expenditures	12,769,064	12,121,493	11,699,650	11,752,343	12,874,350	6,415,635	13,376,115	13,702,641
Rev - Exp	594,261	736,141	2,062,220	1,442,559	0	0	0	0

<i>Excluded PERS</i>	181,209	206,427	294,185	430,855	0	0	0	0
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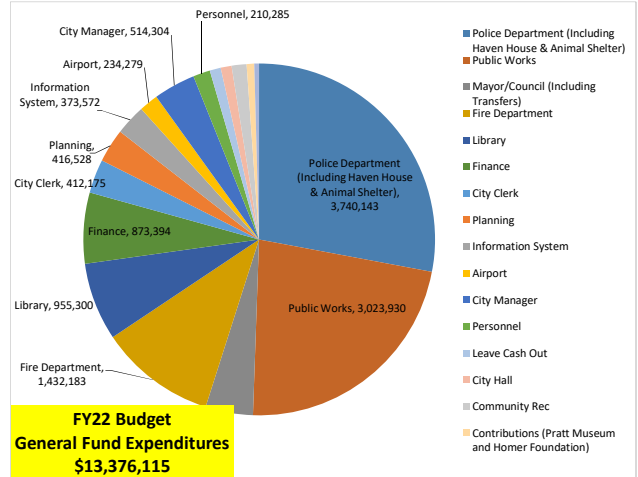


FY22

WHERE THE MONEY COMES FROM - TOTAL OPERATING REVENUE

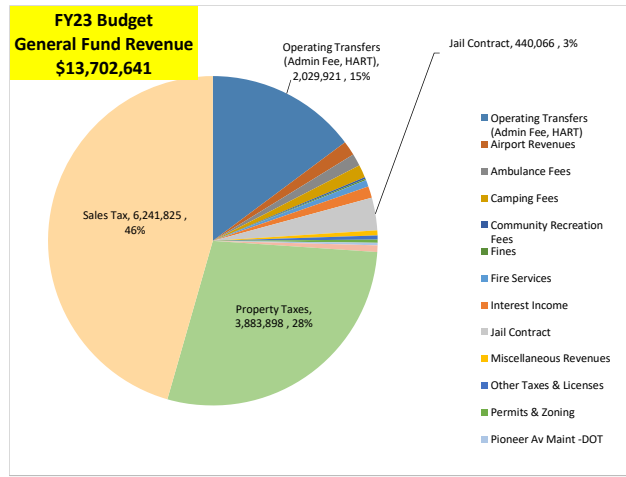


WHERE THE MONEY GOES - TOTAL OPERATING EXPENDITURES

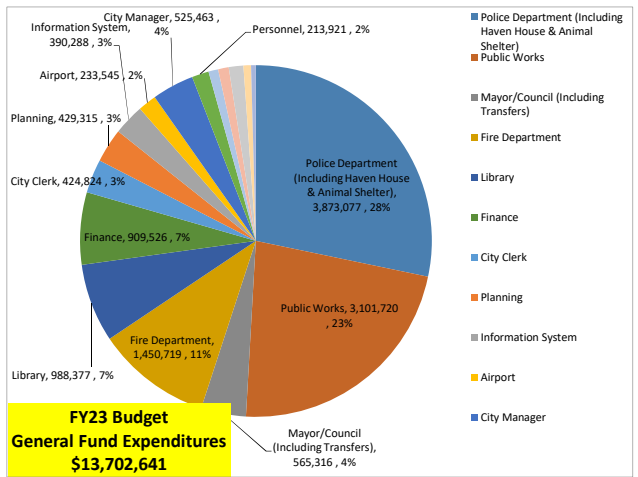


FY23

WHERE THE MONEY COMES FROM - TOTAL OPERATING REVENUE



WHERE THE MONEY GOES - TOTAL OPERATING EXPENDITURES



City of Homer
FY22/23 Operating Budget

FUND 100 GENERAL FUND COMBINED STATEMENT						
	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT
	1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23
	ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET
REVENUE:						
Property Taxes	3,651,365	3,719,082	3,535,212	123,353	3,794,794	3,883,898
Sales & Use Taxes	6,447,985	5,737,465	5,616,808	1,825,253	6,099,969	6,297,167
Permits & Licenses	41,152	43,425	45,342	23,914	46,595	44,261
Fines & Forfeitures	28,798	10,100	22,643	5,201	22,930	17,393
Use of Money & Property	188,592	207,849	74,720	37,360	146,718	153,499
Revenues from Other Agencies	573,188	562,866	562,800	247,480	562,866	562,866
<i>PERS and Shared Revenue</i>	<i>294,185</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
Charges for Services	517,438	570,482	580,537	308,347	597,597	518,992
Other Revenue	73,126	80,441	-	-	-	-
Airport	218,798	172,725	191,240	93,814	198,729	194,643
Total General Fund Revenue	12,034,627	11,104,435	10,629,301	2,664,721	11,470,199	11,672,720
Total Transfer from other Funds	2,021,428	2,058,582	2,245,049	3,750,914	1,905,916	2,029,921
Total Revenues & Transfers (W/O PERS Relief)	13,761,870	13,163,017	12,874,350	6,415,635	13,376,115	13,702,641
EXPENDITURES:						
Personnel (W/O PERS Relief)	7,740,660	7,942,304	8,647,865	4,221,916	9,066,646	9,407,048
Operations & Maintenance	3,161,335	3,035,757	3,642,028	2,055,637	4,028,601	4,070,403
Debt Service	-	-	-	-	-	-
Total Operating Expenditures	10,901,995	10,978,062	12,289,893	6,277,553	13,095,247	13,477,452
Operating Surplus/Deficit before Transfers	2,859,875	2,184,955	584,457	138,082	280,868	225,189
Operating Transfers To:						
Police Fleet CARMA	100,000		23,456			
PW Fleet CARMA	60,000	196,500	94,500			
Fire Fleet CARMA	71,222		110,000			
City Hall CARMA						
Planning CARMA						
General Fleet CARMA					20,918	
Information Tech CARMA						
Public Arts CARMA						
Animal Shelter CARMA						
Parks & Recreation CARMA	92,500		27,857			
Fire CARMA		87,257	40,000			
Police CARMA						
Library CARMA	52,000					
ADA CARMA						
Airport CARMA	100,000	83,397				
Public Works CARMA	46,059					
Seawall Maintenance CARMA	10,000	10,000	10,000	10,000	10,000	10,000
Other Transfers - Balancing Health Insurance	69,589	574	2,018	2,469	687	826
Transfer to Water Hydrants	100,350	99,629	108,433	45,673	91,418	91,734
Revolving Energy Fund Repayment	10,703	22,788	21,718	21,718	21,718	0
Leave Cash Out Bank	85,232	104,643	146,474	58,222	136,126	122,629
Total Operating Transfers:	797,655	604,789	584,457	138,082	280,868	225,189
Total Expenditures & Operating Transfers	11,699,650	11,582,851	12,874,350	6,415,635	13,376,115	13,702,641
Total Deficit/Surplus	2,062,220	1,580,166	0	0	0	0

City of Homer
FY22/23 Operating Budget

FUND 100									
REVENUE DETAIL BY LINE ITEM									
Sorted by Type									
A/C Num.	Revenue Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	FY23 Draft & FY21 Full Year Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
0005	PROPERTY TAXES:								
4101	Real Prop Tax	3,272,292	3,419,832	3,194,447	63,339	3,427,798	3,516,902	322,455	10.1%
4102	Per Prop Tax	246,130	222,714	215,966	6,606	231,940	231,940	15,974	7.4%
4103	Motr Vehicle Tx	46,362	43,376	48,869	18,543	46,978	46,978	(1,891)	-3.9%
4104	Prior Years Taxes	79,050	25,833	62,444	28,669	76,629	76,629	14,186	22.7%
4105	Pen/Int Prop Tx	7,530	7,326	1,407	4,198	4,942	4,942	3,536	251.3%
4107	Oil Tax	-	-	12,080	1,999	6,506	6,506	(5,573)	-46.1%
	Total Property Taxes	3,651,365	3,719,082	3,535,212	123,353	3,794,794	3,883,898	348,687	9.9%
0010	SALES & USE TAXES:								
4201	Sales Tax	6,394,988	5,547,037	5,555,334	1,793,487	5,837,403	6,034,600	479,266	8.6%
	Remote Sales Tax	-	138,150	-	-	207,225	207,225	207,225	0.0%
4202	Cooperative Tax	23,996	23,828	28,458	7,999	24,458	24,458	(3,999)	-14.1%
4203	Liquor License	25,000	24,450	29,183	21,767	26,883	26,883	(2,300)	-7.9%
4205	Sales Tax Comm	4,000	4,000	3,833	2,000	4,000	4,000	167	4.3%
	Total Sales and Use Taxes	6,447,985	5,737,465	5,616,808	1,825,253	6,099,969	6,297,167	680,359	12.1%
0015	PERMITS & LICENSES:								
4301	Driveway Permit	1,830	2,282	2,073	1,078	2,040	2,089	15	0.7%
4302	Sign Permits	50	150	225	100	167	161	(64)	-28.4%
4303	Building Permit	15,450	14,006	16,463	7,817	15,805	17,018	554	3.4%
4304	Peddler Permits	2,874	2,822	3,198	2,375	3,043	2,336	(862)	-26.9%
4308	Zoning Fees	9,125	20,150	14,713	8,525	17,158	14,075	(638)	-4.3%
4309	Row Permit	6,225	270	3,528	2,045	3,225	3,725	198	5.6%
4310	Marijuana Licenses	1,600	600	1,167	333	1,300	1,456	289	24.8%
4314	Taxi/chauffeurs/safety Inspec	3,998	3,145	3,976	1,641	3,858	3,402	(574)	-14.4%
	Total Permits and Licenses	41,152	43,425	45,342	23,914	46,595	44,261	(1,081)	-2.4%
0020	FINES & FORFEITURES:								
4401	Fines/Forfeit	16,008	5,615	12,459	3,996	12,755	9,255	(3,204)	-25.7%
4402	Non Moving Fine	12,790	4,485	10,184	1,205	10,175	8,138	(2,045)	-20.1%
	Total Fines and Forfeitures	28,798	10,100	22,643	5,201	22,930	17,393	(5,249)	-23.2%
0025	USE OF MONEY:								
4801	Interest Income	188,592	207,849	74,720	37,360	146,718	153,499	78,779	105.4%
4802	Penalty/Interest	-	-	-	-	-	-	-	0.0%
	Total Use of Money	188,592	207,849	74,720	37,360	146,718	153,499	78,779	105.4%
0030	REVENUES-OTHER AGENCIES:								
4503	Prisoner Care	440,066	440,066	440,000	220,033	440,066	440,066	66	0.0%
4504	Borough 911	52,800	52,800	52,800	-	52,800	52,800	-	0.0%
4505	Police Sp Serv	36,000	36,000	36,000	27,000	36,000	36,000	-	0.0%
4507	Library Grt Ak	9,847	-	-	-	-	-	-	0.0%
4508	Library Grant	475	-	-	447	-	-	-	0.0%
4511	Pioneer Av Maint	34,000	34,000	34,000	-	34,000	34,000	-	0.0%
4527	PERS Revenue ***	294,185	-	-	-	-	-	-	0.0%
	Total Intergovernmental	867,373	562,866	562,800	247,480	562,866	562,866	66	0.0%
0035	CHARGES FOR SERVICES:								
4311	Library Cards	60	182	-	-	-	-	-	0.0%
4315	Project Administration Fee	516	-	-	-	-	-	-	0.0%
4316	Lid Application Fee	100	300	-	-	-	-	-	0.0%
4317	Lid Yearly Bill	20,736	21,734	17,589	9,278	21,866	17,669	80	0.5%
4516	Pw Equip & Serv	300	-	10,881	2,643	10,477	1,907	(8,974)	-82.5%
4599	Pioneer Beautification	150	-	295	55	113	108	(187)	-63.3%
4601	Ambulance Fees	122,725	282,055	158,606	89,815	201,847	165,082	6,476	4.1%
4603	Fire Contract - Kachemak City	91,204	96,970	86,059	59,133	90,356	90,100	4,041	4.7%
4604	HVF Class Fees	-	-	-	-	-	-	-	0.0%
4607	Other Services	31,745	10,054	32,499	12,952	29,838	20,768	(11,731)	-36.1%
	Camping	178,663	124,894	211,630	105,815	177,303	170,294	(41,336)	-19.5%
4609	Animal Care Fee	17,913	10,256	15,800	6,839	16,477	14,527	(1,273)	-8.1%
4610	Plans & Specs	5	1	-	-	-	-	-	0.0%
4611	City Clerk Fees	1,987	1,954	2,061	513	1,957	2,725	665	32.3%
4612	Publication Fee	7	-	-	-	-	-	-	0.0%

City of Homer
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FUND 100

REVENUE DETAIL BY LINE ITEM

Sorted by Type

A/C Num.	Revenue Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
4613	Cemetery Plots	6,400	5,400	6,133	3,633	5,800	4,933	(1,200)	-19.6%
4614	Community Recreation Fees	42,279	15,883	37,481	17,003	37,654	27,191	(10,290)	-27.5%
4650	Rents & Leases	-	-	-	-	2,925	2,483	2,483	0.0%
4655	Pavillion Rental	2,650	800	1,088	533	983	1,206	118	10.9%
4660	Advertising - Community School	-	-	417	133	-	-	(417)	-100.0%
4907	Old School Fees	-	-	-	-	-	-	-	0.0%
	Total Charges for Services	517,438	570,482	580,537	308,347	597,597	518,992	(61,545)	-10.6%
0040	OTHER REVENUE:								
4901	Surplus Prop	5,651	-	-	-	-	-	-	0.0%
4902	Other Revenue	67,476	80,441	-	-	-	-	-	0.0%
	Total Other Revenues	73,126	80,441	0	0	0	0	-	0.0%
0045	AIRPORT TERMINAL REVENUES:								
4655	Airline Leases	135,479	129,368	105,581	60,678	117,067	126,258	20,677	19.6%
4656	Concessions	11,519	5,794	15,090	6,259	15,391	11,717	(3,372)	-22.3%
4657	Car Rental	45,478	30,055	39,839	13,549	39,099	38,478	(1,361)	-3.4%
4658	Parking Fees	26,322	7,508	30,730	13,328	27,172	18,189	(12,541)	-40.8%
4660	Advertising	-	-	-	-	-	-	-	0.0%
	Total Airport	218,798	172,725	191,240	93,814	198,729	194,643	3,403	1.8%
	Total Before Operating Transfers	12,034,627	11,104,435	10,629,301	2,664,721	11,470,199	11,672,720	1,043,419	9.8%
0099	OPERATING TRANSFERS:								
4981	G/F Admin Water	290,905	292,014	303,587	162,101	300,383	309,228	5,640	1.9%
4982	G/F Admin Sewer	226,141	232,276	241,482	141,533	287,977	296,491	55,010	22.8%
4983	G/F Admin P & H	591,076	579,038	601,986	-	453,392	465,339	(136,648)	-22.7%
4984	G/F ADMIN HART	143,856	118,629	123,331	-	-	-	(123,331)	-100.0%
4985	G/F Admin Hawsp	143,856	148,287	154,164	-	-	-	(154,164)	-100.0%
4987	G/F ADMIN HART -TRAILS	-	29,657	30,833	-	-	-	(30,833)	-100.0%
4990	Other Transfer	615,593	648,680	789,666	-	864,165	907,807	118,141	15.0%
4992	Other Transfer	10,000	10,000	-	3,447,280	-	51,057	51,057	0.0%
	Total Operating Transfers	2,021,428	2,058,582	2,245,049	3,750,914	1,905,916	2,029,921	(215,128)	-9.6%
	Grand Total	14,056,055	13,163,017	12,874,350	6,415,635	13,376,115	13,702,641	828,291	6.4%
	Grand Total (Adj) ***	13,761,870	13,163,017	12,874,350	6,415,635	13,376,115	13,702,641	828,291	6.4%

City of Homer
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FUND 100 - GENERAL FUND									
TOTAL COMBINED EXPENDITURES									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	FY23 Draft & FY21 Full-Year Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	4,314,144	4,680,674	5,070,448	2,535,221	5,245,092	5,422,705	352,258	6.9%
5102	Fringe Benefits	2,591,688	2,631,579	2,820,332	1,325,231	2,988,413	3,137,013	316,681	11.2%
5103	Part-time Wages	409,671	233,551	354,048	160,021	398,728	403,415	49,367	13.9%
5104	Part-time Benefits	100,435	69,887	106,264	38,842	115,269	120,794	14,530	13.7%
5105	Overtime	308,302	311,519	282,266	155,319	304,156	308,132	25,866	9.2%
5107	Part-time Overtime	6,447	1,294	14,507	7,283	14,989	14,989	482	3.3%
5108	Unemployment Benefits	9,974	13,800	-	-	-	-	-	0.0%
5112	PERS Relief	294,185	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	8,034,845	7,942,304	8,647,865	4,221,916	9,066,646	9,407,048	759,183	8.8%
Maintenance and Operations									
5201	Office Supplies	29,564	28,921	46,100	23,750	42,450	42,700	(3,400)	-7.4%
5202	Operating Supplies	199,817	193,214	239,970	112,735	250,770	250,770	10,800	4.5%
5203	Fuel and Lube	188,563	197,077	249,950	137,939	260,800	264,800	14,850	5.9%
5204	Chemicals	97,995	98,700	102,000	104,000	113,550	122,600	20,600	20.2%
5205	Ammunition	16,631	8,045	20,000	10,000	20,000	20,000	-	0.0%
5206	Food and Staples	28,810	24,939	35,400	15,100	33,700	33,700	(1,700)	-4.8%
5207	Vehicle and Boat Maintenance	250,449	234,996	250,700	134,100	271,200	271,200	20,500	8.2%
5208	Equipment Maintenance	13,843	15,080	37,600	18,325	36,125	36,125	(1,475)	-3.9%
5209	Building & Grounds Maintenance	59,663	57,574	76,150	39,325	101,050	94,250	18,100	23.8%
5210	Professional Services	829,793	743,648	775,666	457,354	682,857	670,257	(105,409)	-13.6%
5211	Audit Services	77,808	34,180	88,935	88,935	93,382	98,051	9,116	10.3%
5213	Survey and Appraisal	1,260	525	4,500	3,000	5,000	5,000	500	11.1%
5214	Rents & Leases	96,251	107,006	112,100	79,173	122,173	123,373	11,273	10.1%
5215	Communications	123,233	160,131	135,100	67,625	162,465	160,465	25,365	18.8%
5216	Freight and Postage	19,141	20,008	25,000	12,150	22,750	22,800	(2,200)	-8.8%
5217	Electricity	231,735	234,484	294,511	130,964	268,101	294,911	401	0.1%
5218	Water	23,307	17,566	28,019	8,626	28,939	28,939	920	3.3%
5219	Sewer	27,233	20,099	35,849	9,851	35,574	35,574	(275)	-0.8%
5220	Refuse and Disposal	4,892	10,122	10,550	4,625	9,700	9,800	(750)	-7.1%
5221	Property Insurance	19,235	26,341	25,803	14,383	38,337	41,885	16,082	62.3%
5222	Auto Insurance	36,797	35,398	45,990	17,600	39,413	43,333	(2,658)	-5.8%
5223	Liability Insurance	56,013	84,098	69,208	48,616	109,903	120,809	51,601	74.6%
5224	Fidelity Bond	450	450	450	225	450	450	-	0.0%
5227	Advertising	27,569	23,602	37,250	18,305	39,050	39,050	1,800	4.8%
5228	Books	47,548	34,467	48,400	24,300	48,850	48,650	250	0.5%
5229	Periodicals	8,731	7,550	11,200	5,700	10,500	10,500	(700)	-6.3%
5230	Audio Visual	15,561	17,979	16,000	8,000	16,500	16,500	500	3.1%
5231	Tools and Equipment	77,337	83,500	110,100	57,225	113,250	109,750	(350)	-0.3%
5233	Computer Related Items	27,906	40,211	32,430	17,775	54,700	49,200	16,770	51.7%
5234	Record and Permits	1,009	301	1,500	700	1,000	1,000	(500)	-33.3%
5235	Membership Dues	18,658	15,983	24,530	11,800	24,230	24,230	(300)	-1.2%
5236	Transportation	38,106	18,053	47,650	18,000	46,800	47,800	150	0.3%
5237	Subsistence	20,783	4,819	24,300	10,600	23,600	23,600	(700)	-2.9%
5238	Printing and Binding	4,918	2,698	11,250	11,175	12,200	14,700	3,450	30.7%
5242	Janitorial	-	-	600	300	1,000	1,000	400	66.7%
5244	Snow Removal	5,726	33,668	26,667	11,590	23,700	23,700	(2,967)	-11.1%
5248	Lobbying	-	-	-	-	21,000	21,000	21,000	0.0%
5251	Pioneer Beautification	648	1,116	750	750	1,500	1,500	750	100.0%
5252	Credit Card Expenses	602	1,091	680	360	8,000	8,000	7,320	1076.5%
5280	Volunteer Incentives	30,491	24,364	39,000	19,000	39,000	39,000	-	0.0%
5282	City Hall Building Maintenance	4,667	7,466	10,000	5,000	10,000	10,000	-	0.0%
5283	Library Building Maintenance	9,928	13,753	18,000	9,000	18,000	18,000	-	0.0%
5284	Police Building Maintenance	2,837	4,819	3,500	5,250	10,500	10,500	7,000	200.0%
5285	Fire Building Maintenance	1,976	1,967	5,000	2,500	5,000	5,000	-	0.0%
5286	Old School Building Maintenance	622	1,042	3,000	1,500	3,000	3,000	-	0.0%
5287	Animal Control Building Maintenance	220	334	2,500	1,250	2,500	2,500	-	0.0%
5288	Old Police Building Maintenance	-	-	-	-	3,500	3,500	3,500	0.0%
5292	City Hall Motor Pool	229	596	500	350	700	700	200	40.0%
5293	Police Motor Pool	17,526	22,166	30,000	10,000	20,000	20,000	(10,000)	-33.3%
5294	Fire Motor Pool	23,703	20,366	15,500	12,500	25,000	25,000	9,500	61.3%
5601	Uniform	30,194	32,751	34,400	18,400	39,000	37,400	3,000	8.7%
5602	Safety Equipment	18,532	25,884	31,200	16,600	30,200	30,200	(1,000)	-3.2%
5603	Employee Training	100,088	66,022	134,200	62,750	143,500	146,500	12,300	9.2%
5604	Public Education	1,721	889	4,000	1,850	3,050	3,050	(950)	-23.8%
5611	ADA Compliance	-	-	1,000	500	250	250	(750)	-75.0%
5614	Car Allowance	7,104	6,549	7,942	3,877	7,942	7,942	0	0.0%
5624	Legal Services	-	-	-	-	275,000	275,000	275,000	0.0%

City of Homer
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FUND 100 - GENERAL FUND		TOTAL COMBINED EXPENDITURES								
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget		
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23			
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%	
5625	Impound Costs	5,395	4,260	3,500	2,000	3,000	3,500	-	0.0%	
5626	Jail Laundry Services	5,867	3,249	9,000	-	-	-	(9,000)	-100.0%	
5630	Haven House	14,000	15,000	14,000	14,000	14,000	14,000	-	0.0%	
5632	Wellness Program	21,109	27,366	22,000	12,000	23,000	23,000	1,000	4.5%	
5633	Phones	2,227	1,161	6,000	3,000	7,500	7,500	1,500	25.0%	
5634	Networking	2,370	946	5,750	3,500	6,000	6,500	750	13.0%	
5635	Software	36,635	21,695	39,680	18,080	43,890	45,890	6,210	15.7%	
5636	Servers	2,068	1,474	4,000	3,000	5,000	5,000	1,000	25.0%	
5801	Pratt Museum	69,000	69,000	69,000	69,000	69,000	69,000	-	0.0%	
5815	Parks & Recreation Board	237	-	1,500	750	1,500	1,500	-	0.0%	
5830	Homer Foundation	25,000	25,000	25,000	25,000	25,000	25,000	-	0.0%	
	Total Maint. and Operations	3,161,335	3,035,757	3,642,028	2,055,637	4,028,601	4,070,403	428,375	11.8%	
	C/O and Transfers									
5106	Leave Cash Out	85,232	104,643	146,474	58,222	136,126	122,629	(23,845)	-16.3%	
5990	Transfers To	922,329	500,145	437,982	79,860	144,742	102,561	(335,422)	-76.6%	
	Total Others	1,007,561	604,788	584,457	138,082	280,868	225,189	(359,267)	-61.5%	
	Total	12,203,741	11,582,850	12,874,350	6,415,635	13,376,115	13,702,641	828,291	6.4%	

City of Homer
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FUND 100 - GENERAL FUND									
ADMINISTRATION COMBINED EXPENDITURES									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	FY23 Draft & FY21 Full-Year Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	1,274,106	1,227,067	1,381,833	675,508	1,409,831	1,457,304	75,470	5.5%
5102	Fringe Benefits	696,162	638,068	729,482	335,532	774,198	812,394	82,912	11.4%
5103	Part-time Wages	84,802	92,838	116,531	57,965	124,235	125,824	9,293	8.0%
5104	Part-time Benefits	57,863	50,890	59,607	25,819	65,508	69,422	9,815	16.5%
5105	Overtime	11,799	17,442	18,625	9,313	16,375	16,375	(2,250)	-12.1%
5107	Part-time Overtime	874	521	1,700	850	1,700	1,700	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	83,721	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	2,209,327	2,026,826	2,307,778	1,104,986	2,391,848	2,483,018	175,240	7.6%
Maintenance and Operations									
5201	Office Supplies	11,965	9,581	16,650	9,575	16,500	16,500	(150)	-0.9%
5202	Operating Supplies	2,791	1,963	3,270	1,635	3,270	3,270	-	0.0%
5203	Fuel and Lube	16,718	18,717	18,000	9,000	18,000	18,000	-	0.0%
5206	Food and Staples	4,151	4,145	4,800	900	5,700	5,700	900	18.8%
5207	Vehicle and Boat Maintenance	-	-	-	-	-	-	-	0.0%
5208	Equipment Maintenance	2,425	4,660	7,500	4,025	6,775	6,775	(725)	-9.7%
5209	Building & Grounds Maintenance	224	-	250	125	250	250	-	0.0%
5210	Professional Services	94,227	93,769	103,990	73,500	141,700	139,100	35,110	33.8%
5213	Survey and Appraisal	-	340	1,500	1,500	2,000	2,000	500	33.3%
5214	Rents & Leases	4,847	5,006	5,400	2,700	6,000	6,000	600	11.1%
5215	Communications	41,463	67,219	40,150	25,000	74,000	76,000	35,850	89.3%
5216	Freight and Postage	2,923	827	3,600	1,800	3,900	3,900	300	8.3%
5217	Electricity	31,324	24,944	42,736	16,807	34,608	38,068	(4,667)	-10.9%
5218	Water	1,529	623	1,546	652	1,724	1,724	178	11.5%
5219	Sewer	1,508	502	1,527	674	1,714	1,714	187	12.3%
5220	Refuse and Disposal	-	-	-	-	-	-	-	0.0%
5221	Property Insurance	5,537	7,629	7,547	4,206	9,305	10,236	2,688	35.6%
5222	Auto Insurance	-	-	-	-	-	-	-	0.0%
5223	Liability Insurance	1,978	1,980	4,537	2,111	6,463	7,066	2,529	55.7%
5227	Advertising	25,713	21,786	31,450	16,855	32,900	32,900	1,450	4.6%
5228	Books	47,570	33,950	47,900	23,950	48,150	48,150	250	0.5%
5229	Periodicals	8,731	7,550	11,200	5,700	10,500	10,500	(700)	-6.3%
5230	Audio Visual	15,561	17,979	16,000	8,000	16,500	16,500	500	3.1%
5231	Tools and Equipment	4,769	7,430	9,050	5,000	14,300	9,800	750	8.3%
5233	Computer Related Items	23,672	28,008	25,780	12,200	34,200	34,700	8,920	34.6%
5234	Record and Permits	1,009	301	1,500	700	1,000	1,000	(500)	-33.3%
5235	Membership Dues	8,319	6,887	9,430	5,775	9,310	9,310	(120)	-1.3%
5236	Transportation	19,417	11,387	23,250	7,800	20,750	21,750	(1,500)	-6.5%
5237	Subsistence	10,594	1,213	9,700	4,400	9,200	9,200	(500)	-5.2%
5238	Printing and Binding	3,954	2,252	9,500	9,800	9,450	11,950	2,450	25.8%
5244	Snow Removal	4,105	10,000	8,692	4,100	8,200	8,200	(492)	-5.7%
5252	Credit Card Expenses	602	551	600	300	1,600	1,600	1,000	166.7%
5280	Volunteer Incentives	-	-	-	-	-	-	-	0.0%
5601	Uniform	-	-	-	-	-	-	-	0.0%
5602	Safety Equipment	-	-	-	-	-	-	-	0.0%
5603	Employee Training	18,529	6,933	25,000	12,650	27,500	27,500	2,500	10.0%
5604	Public Education	-	500	1,000	800	800	800	(200)	-20.0%
5611	ADA Compliance	-	-	1,000	500	250	250	(750)	-75.0%
5614	Car Allowance	5,753	4,749	5,938	2,875	5,938	5,938	-	0.0%
5632	Wellness Program	21,109	27,366	22,000	12,000	23,000	23,000	1,000	4.5%
5633	Phones	2,227	1,161	6,000	3,000	7,500	7,500	1,500	25.0%
5634	Networking	2,370	946	5,750	3,500	6,000	6,500	750	13.0%
5635	Software	34,002	19,949	39,480	17,880	43,690	45,690	6,210	15.7%
5636	Servers	2,068	1,474	4,000	3,000	5,000	5,000	1,000	25.0%
	Total Maint. and Operations	483,683	454,277	577,223	314,995	667,647	674,041	96,818	16.8%
C/O and Transfers									
5990	Transfers To	-	6,264	6,264	6,264	6,264	-	(6,264)	-100.0%
	Total Others	-	6,264	6,264	6,264	6,264	-	(6,264)	-100.0%
	Total	2,693,010	2,487,367	2,891,265	1,426,245	3,065,759	3,157,059	265,794	9.2%

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND										
DEPT 0101 - CITY CLERK										
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget		
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23			
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits										
5101	Salary and Wages	189,008	197,295	205,231	102,238	219,437	227,713	22,482	11.0%	
5102	Fringe Benefits	109,141	105,170	111,709	51,781	120,981	127,254	15,545	13.9%	
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%	
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%	
5105	Overtime	6,750	7,632	10,000	5,000	10,000	10,000	-	0.0%	
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%	
5112	PERS Relief	14,613	-	-	-	-	-	-	0.0%	
	Total Salaries and Benefits	319,512	310,097	326,940	159,019	350,418	364,967	38,027	11.6%	
Maintenance and Operations										
5201	Office Supplies	2,889	1,656	3,000	1,500	3,000	3,000	-	0.0%	
5206	Food and Staples	-	-	-	-	50	50	50	0.0%	
5208	Equipment Maintenance	699	699	1,500	750	1,500	1,500	-	0.0%	
5210	Professional Services	11,737	9,563	12,500	7,000	12,500	12,500	-	0.0%	
5215	Communications	1,474	1,986	1,000	500	1,600	1,600	600	60.0%	
5216	Freight and Postage	46	-	500	250	-	-	(500)	-100.0%	
5223	Liability Insurance	267	260	552	277	843	927	375	68.0%	
5227	Advertising	9,902	9,714	12,000	7,000	12,000	12,000	-	0.0%	
5231	Tools and Equipment	775	1,474	1,200	600	5,700	1,200	-	0.0%	
5233	Computer Related Items	37	347	2,500	1,500	1,000	1,000	(1,500)	-60.0%	
5234	Record and Permits	1,009	301	1,500	700	1,000	1,000	(500)	-33.3%	
5235	Membership Dues	941	1,183	1,000	1,000	1,000	1,000	-	0.0%	
5236	Transportation	3,989	678	4,500	3,500	4,500	4,500	-	0.0%	
5237	Subsistence	5,610	95	3,000	2,000	3,000	3,000	-	0.0%	
5238	Printing and Binding	-	-	500	300	-	-	(500)	-100.0%	
5603	Employee Training	3,365	2,208	3,500	2,500	3,750	3,750	250	7.1%	
5635	Software	975	812	-	-	-	-	-	0.0%	
	Total Maintenance and Operations	43,714	30,976	48,752	29,377	51,443	47,027	(1,725)	-3.5%	
	Total	363,226	341,073	375,692	188,396	401,861	411,994	36,302	9.7%	

FY22 BUDGET NOTES:

FY23 BUDGET NOTES:

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND										
DEPT 0102 - CITY ELECTIONS										
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget		
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23			
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits										
5101	Salary and Wages	-	-	-	-	-	-	-	0.0%	
5102	Fringe Benefits	-	-	-	-	-	-	-	0.0%	
5103	Part-time Wages	933	1,776	1,794	897	1,794	1,808	14	0.8%	
5104	Part-time Benefits	7	1	148	74	146	147	(1)	-0.5%	
5105	Overtime	-	-	-	-	-	-	-	0.0%	
5107	Part-time Overtime	874	521	1,700	850	1,700	1,700	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%	
5112	PERS Relief	-	-	-	-	-	-	-	0.0%	
	Total Salaries and Benefits	1,813	2,298	3,641	1,821	3,639	3,655	14	0.4%	
Maintenance and Operations										
5201	Office Supplies	336	50	500	300	300	300	(200)	-40.0%	
5206	Food and Staples	205	71	400	200	250	250	(150)	-37.5%	
5208	Equipment Maintenance	(2,215)	1,256	2,350	1,175	1,175	1,175	(1,175)	-50.0%	
5227	Advertising	313	561	1,500	750	750	750	(750)	-50.0%	
5238	Printing and Binding	2,057	2,252	4,200	7,500	4,200	6,700	2,500	59.5%	
	Total Maintenance and Operations	696	4,190	8,950	9,925	6,675	9,175	225	2.5%	
	Total	2,509	6,488	12,591	11,746	10,314	12,830	239	1.9%	

FY22 BUDGET NOTES:

FY23 BUDGET NOTES:
5238 - Increased to purchase absentee in person envelopes

FUND 100 - GENERAL FUND
DEPT 0110 - CITY MANAGER

A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	\$	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET		
Salaries and Benefits									
5101	Salary and Wages	224,689	178,359	245,147	116,907	268,206	273,798	28,650	11.7%
5102	Fringe Benefits	112,160	88,367	117,977	53,778	135,668	141,131	23,154	19.6%
5103	Part-time Wages	-	20,972	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	1,733	-	-	-	-	-	0.0%
5105	Overtime	2,028	1,842	2,625	1,313	375	375	(2,250)	-85.7%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	14,372	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	353,250	291,274	365,750	171,997	404,249	415,304	49,554	13.5%
Maintenance and Operations									
5201	Office Supplies	1,354	502	1,200	2,050	1,200	1,200	-	0.0%
5206	Food and Staples	3,946	4,074	4,000	500	5,000	5,000	1,000	25.0%
5208	Equipment Maintenance	18	-	100	100	100	100	-	0.0%
5210	Professional Services	53,613	53,014	54,375	52,500	61,000	61,000	6,625	12.2%
5215	Communications	1,853	2,950	2,500	1,050	2,500	2,500	-	0.0%
5216	Freight and Postage	243	124	200	100	1,000	1,000	800	400.0%
5223	Liability Insurance	321	318	707	339	1,040	1,144	437	61.8%
5227	Advertising	8,750	6,857	8,750	4,605	10,250	10,250	1,500	17.1%
5228	Books	-	32	-	-	-	-	-	0.0%
5229	Periodicals	96	60	200	200	200	200	-	0.0%
5231	Tools and Equipment	64	463	750	350	750	750	-	0.0%
5233	Computer Related Items	141	548	780	700	1,000	1,000	220	28.2%
5235	Membership Dues	2,185	1,425	2,845	2,225	2,925	2,925	80	2.8%
5236	Transportation	5,149	7,379	6,000	1,800	5,000	5,000	(1,000)	-16.7%
5237	Subsistence	2,556	839	2,700	1,200	2,700	2,700	-	0.0%
5238	Printing and Binding	122	-	2,000	1,000	2,500	2,500	500	25.0%
5603	Employee Training	3,348	2,494	5,500	2,400	8,000	8,000	2,500	45.5%
5604	Public Education	-	500	1,000	800	800	800	(200)	-20.0%
5614	Car Allowance	3,002	2,000	3,000	1,500	3,000	3,000	-	0.0%
5635	Software	597	651	720	180	1,090	1,090	370	51.4%
	Total Maintenance and Operations	87,358	84,228	97,327	73,599	110,055	110,159	12,832	13.2%
	Total	440,608	375,502	463,077	245,596	514,304	525,463	62,386	13.5%

FY22/23 BUDGET NOTES:

All Line Items - Economic Development budget has been incorporated into City Manager's budget
5101/5102 - Increase in part reflects a change in wage allocation for the Assistant to the City Manager position which used to be funded in part by the Harbor Enterprise
5210 - Increase so that the CM office is more agile in its ability to hire professional help for projects
5215/5216/5227/5238 - Increases to allow more direct mailing and marketing of City events and initiatives

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0111 - PERSONNEL									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	84,442	74,763	94,316	49,010	99,496	103,288	8,972	9.5%
5102	Fringe Benefits	42,350	36,592	45,066	21,773	48,262	50,664	5,598	12.4%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	34	4	-	-	-	-	-	0.0%
5105	Overtime	-	(0)	-	-	-	-	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	5,353	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	132,179	111,358	139,382	70,783	147,758	153,952	14,570	10.5%
Maintenance and Operations									
5201	Office Supplies	971	1,613	1,000	500	1,000	1,000	-	0.0%
5210	Professional Services	5,349	5,241	6,000	3,000	18,300	15,700	9,700	161.7%
5215	Communications	180	463	500	250	250	250	(250)	-50.0%
5223	Liability Insurance	129	131	285	140	427	470	185	65.0%
5227	Advertising	5,518	2,800	5,000	2,500	5,000	5,000	-	0.0%
5229	Periodicals	135	-	1,000	500	300	300	(700)	-70.0%
5231	Tools and Equipment	1,581	1,211	1,500	750	1,500	1,500	-	0.0%
5235	Membership Dues	517	219	500	250	500	500	-	0.0%
5236	Transportation	3,263	2,306	3,000	1,500	3,000	3,000	-	0.0%
5237	Subsistence	1,241	103	1,000	800	1,000	1,000	-	0.0%
5603	Employee Training	8,800	1,256	8,000	4,000	8,000	8,000	-	0.0%
5611	ADA Compliance	-	-	1,000	500	250	250	(750)	-75.0%
5632	Wellness Program	21,109	27,366	22,000	12,000	23,000	23,000	1,000	4.5%
	Total Maintenance and Operations	48,792	42,710	50,785	26,690	62,527	59,970	9,185	18.1%
	Total	180,971	154,068	190,167	97,473	210,285	213,921	23,755	12.5%

FY22/23 BUDGET NOTES:
 5210 - NeoGov software and service agreement + set up will increase Professional Services line item;
 JJ Keller (Training/Labor Law Posters) 3-yr renewal is 01/31/2024; \$1,400 to Professional Services

FY22 Budget - \$4,000 initial set up (one time fee) and \$8,245 annually = \$12,245 increase
 FY23 Budget - \$8,245 NeoGov + \$1,400 NeoGov = \$9,645 increase

FUND 100 - GENERAL FUND										
DEPT 0113 - INFORMATION SYSTEM										
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget		
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23			
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits										
5101	Salary and Wages	145,555	143,082	160,329	80,165	163,182	169,422	9,092	5.7%	
5102	Fringe Benefits	77,712	74,690	81,578	38,149	85,741	90,140	8,562	10.5%	
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%	
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%	
5105	Overtime	900	4,772	2,000	1,000	2,000	2,000	-	0.0%	
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%	
5112	PERS Relief	9,284	-	-	-	-	-	-	0.0%	
	Total Salaries and Benefits	233,451	222,544	243,907	119,314	250,922	261,561	17,654	7.2%	
Maintenance and Operations										
5201	Office Supplies	181	230	200	100	250	250	50	25.0%	
5210	Professional Services	-	-	3,750	-	15,000	15,000	11,250	300.0%	
5215	Communications	23,771	47,369	20,500	15,000	38,000	40,000	19,500	95.1%	
5216	Freight and Postage	143	179	200	200	200	200	-	0.0%	
5223	Liability Insurance	216	234	690	250	762	838	148	21.5%	
5228	Books	-	520	-	-	250	250	250	0.0%	
5231	Tools and Equipment	248	2,124	2,000	1,000	1,500	1,500	(500)	-25.0%	
5233	Computer Related Items	21,561	24,333	20,000	8,500	22,500	24,000	4,000	20.0%	
5603	Employee Training	-	300	1,000	250	250	250	(750)	-75.0%	
5614	Car Allowance	2,251	2,250	2,438	1,125	2,438	2,438	-	0.0%	
5633	Phones	2,227	1,161	6,000	3,000	7,500	7,500	1,500	25.0%	
5634	Networking	2,370	946	5,750	3,500	6,000	6,500	750	13.0%	
5635	Software	21,461	10,042	28,900	10,000	23,000	25,000	(3,900)	-13.5%	
5636	Servers	2,068	1,474	4,000	3,000	5,000	5,000	1,000	25.0%	
	Total Maintenance and Operations	76,498	91,162	95,428	45,925	122,650	128,726	33,298	34.9%	
Capital Outlay, Transfers and Reserves										
5990	Transfers To Reserves	-	-	-	-	-	-	-	0.0%	
	Total C/O, Transfers & Reserves	-	-	-	-	-	-	-	0.0%	
	Total	309,949	313,706	339,335	165,238	373,572	390,288	50,952	15.0%	

FY22/23 BUDGET NOTES:

General - IT equipment and software costs have been increasing 10% year over year since the start of COVID-19. With the continued pressure on supply chains this is expected to continue through FY23.

5210 - Increase is to provide IT with flexibility to contract outside support on IT related projects

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND										
DEPT 0115 - COMMUNITY RECREATION										
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget		
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23			
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits										
5101	Salary and Wages	75,311	81,833	84,524	42,262	84,524	85,200	676	0.8%	
5102	Fringe Benefits	38,058	39,185	45,099	21,295	45,695	47,119	2,020	4.5%	
5103	Part-time Wages	4,487	1,604	7,594	3,797	15,620	15,745	8,151	107.3%	
5104	Part-time Benefits	353	130	968	484	1,795	1,810	842	87.0%	
5105	Overtime	1,001	459	-	-	-	-	-	0.0%	
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%	
5112	PERS Relief	4,838	-	-	-	-	-	-	0.0%	
	Total Salaries and Benefits	124,048	123,211	138,185	67,838	147,635	149,874	11,689	8.5%	
Maintenance and Operations										
5201	Office Supplies	14	(9)	250	125	250	250	-	0.0%	
5202	Operating Supplies	1,658	983	2,000	1,000	2,000	2,000	-	0.0%	
5208	Equipment Maintenance	439	-	500	250	500	500	-	0.0%	
5210	Professional Services	14,433	15,162	17,000	8,000	18,000	18,000	1,000	5.9%	
5215	Communications	1,697	1,851	1,950	1,000	1,950	1,950	-	0.0%	
5216	Freight and Postage	-	-	50	-	50	50	-	0.0%	
5223	Liability Insurance	112	118	247	125	375	413	165	66.7%	
5227	Advertising	344	741	800	300	900	900	100	12.5%	
5233	Computer Related Items	-	-	-	-	5,200	4,200	4,200	0.0%	
5235	Membership Dues	175	175	185	-	185	185	-	0.0%	
5236	Transportation	596	-	1,250	-	1,250	1,250	-	0.0%	
5237	Subsistence	116	-	500	-	500	500	-	0.0%	
5238	Printing and Binding	1,629	-	1,800	500	1,800	1,800	-	0.0%	
5252	Credit Card Expenses	-	-	-	-	1,000	1,000	1,000	0.0%	
5603	Employee Training	570	-	1,500	500	1,500	1,500	-	0.0%	
5614	Car Allowance	500	499	500	250	500	500	-	0.0%	
5635	Software	194	-	210	-	-	-	(210)	-100.0%	
	Total Maintenance and Operations	22,476	19,521	28,742	12,050	35,960	34,998	6,255	21.8%	
	Total	146,524	142,732	166,927	79,888	183,595	184,871	17,944	10.7%	

FY22/23 BUDGET NOTES:
5103/5104 - Increase is due to hiring of additional seasonal support
5210 - Modest increase (\$1,000) to include portable toilet rental for outdoor special events/activities due to continuing pandemic mitigation plans
5233 - Includes: annual fee for software for online registration, payment, scheduling and calendar; purchase of tablets and internet capacity.
5252 - Increase due to oncoming software allowing for acceptance of credit card payments

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0130 - PLANNING & ZONING									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	FY23 Draft & FY21 Full-Year Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	227,041	234,586	238,188	117,952	243,139	249,258	11,070	4.6%
5102	Fringe Benefits	117,687	112,979	121,670	56,530	128,119	133,742	12,072	9.9%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	1,120	2,737	3,000	1,500	3,000	3,000	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	14,464	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	360,311	350,302	362,859	175,982	374,257	386,000	23,142	6.4%
Maintenance and Operations									
5201	Office Supplies	353	1,502	1,500	500	1,500	1,500	-	0.0%
5206	Food and Staples	-	-	400	200	400	400	-	0.0%
5208	Equipment Maintenance	1,170	-	500	250	500	500	-	0.0%
5210	Professional Services	250	-	2,000	2,000	8,000	8,000	6,000	300.0%
5213	Survey and Appraisal	-	340	1,500	1,500	2,000	2,000	500	33.3%
5215	Communications	457	2,390	700	700	700	700	-	0.0%
5216	Freight and Postage	-	32	150	-	150	150	-	0.0%
5223	Liability Insurance	273	269	603	287	871	915	311	51.6%
5227	Advertising	886	1,115	3,000	1,500	3,000	3,000	-	0.0%
5228	Books	872	757	900	450	900	900	-	0.0%
5231	Tools and Equipment	-	15	600	300	600	600	-	0.0%
5233	Computer Related Items	-	-	-	-	1,000	1,000	1,000	0.0%
5235	Membership Dues	2,834	2,875	2,700	1,800	3,200	3,200	500	18.5%
5236	Transportation	4,248	1,024	4,500	1,000	3,500	4,500	-	0.0%
5237	Subsistence	642	176	1,000	400	1,000	1,000	-	0.0%
5238	Printing and Binding	-	-	500	250	350	350	(150)	-30.0%
5603	Employee Training	1,215	890	2,500	1,500	2,500	2,500	-	0.0%
5635	Software	4,081	4,036	2,000	2,200	12,100	12,100	10,100	505.0%
	Total Maintenance and Operations	17,281	15,420	25,053	14,837	42,271	43,315	18,261	72.9%
	Total	377,593	365,722	387,912	190,819	416,528	429,315	41,403	10.7%

FY22/23 BUDGET NOTES:
5635 - Increase for the fee associated with the new permitting system

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0145 - LIBRARY									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	328,060	317,148	354,097	166,973	331,849	348,625	(5,473)	-1.5%
5102	Fringe Benefits	199,054	181,086	206,382	92,226	209,733	222,345	15,962	7.7%
5103	Part-time Wages	79,383	68,486	107,143	53,271	106,821	108,270	1,127	1.1%
5104	Part-time Benefits	57,469	49,022	58,491	25,261	63,567	67,465	8,974	15.3%
5105	Overtime	-	-	1,000	500	1,000	1,000	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	20,797	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	684,762	615,742	727,114	338,232	712,970	747,705	20,591	2.8%
Maintenance and Operations									
5201	Office Supplies	5,868	4,038	9,000	4,500	9,000	9,000	-	0.0%
5202	Operating Supplies	1,133	979	1,270	635	1,270	1,270	-	0.0%
5203	Fuel and Lube	16,718	18,717	18,000	9,000	18,000	18,000	-	0.0%
5208	Equipment Maintenance	2,314	2,705	2,550	1,500	3,000	3,000	450	17.6%
5209	Building & Grounds Maintenance	224	-	250	125	250	250	-	0.0%
5210	Professional Services	8,845	10,790	8,365	1,000	8,900	8,900	535	6.4%
5214	Rents & Leases	4,847	5,006	5,400	2,700	6,000	6,000	600	11.1%
5215	Communications	12,030	10,211	13,000	6,500	29,000	29,000	16,000	123.1%
5216	Freight and Postage	2,492	492	2,500	1,250	2,500	2,500	-	0.0%
5217	Electricity	31,324	24,944	42,736	16,807	34,608	38,068	(4,667)	-10.9%
5218	Water	1,529	623	1,546	652	1,724	1,724	178	11.5%
5219	Sewer	1,508	502	1,527	674	1,714	1,714	187	12.3%
5221	Property Insurance	5,537	7,629	7,547	4,206	9,305	10,236	2,688	35.6%
5223	Liability Insurance	659	649	1,453	693	2,145	2,360	907	62.4%
5227	Advertising	-	-	400	200	1,000	1,000	600	150.0%
5228	Books	46,697	32,641	47,000	23,500	47,000	47,000	-	0.0%
5229	Periodicals	8,500	7,490	10,000	5,000	10,000	10,000	-	0.0%
5230	Audio Visual	15,561	17,979	16,000	8,000	16,500	16,500	500	3.1%
5231	Tools and Equipment	2,101	2,143	3,000	2,000	4,250	4,250	1,250	41.7%
5233	Computer Related Items	1,933	2,780	2,500	1,500	3,500	3,500	1,000	40.0%
5235	Membership Dues	1,667	1,010	2,200	500	1,500	1,500	(700)	-31.8%
5236	Transportation	2,173	-	4,000	-	3,500	3,500	(500)	-12.5%
5237	Subsistence	429	-	1,500	-	1,000	1,000	(500)	-33.3%
5238	Printing and Binding	146	-	500	250	600	600	100	20.0%
5244	Snow Removal	4,105	10,000	8,692	4,100	8,200	8,200	(492)	-5.7%
5252	Credit Card Expenses	602	551	600	300	600	600	-	0.0%
5603	Employee Training	1,232	(215)	3,000	1,500	3,500	3,500	500	16.7%
5635	Software	6,694	4,409	7,650	5,500	7,500	7,500	(150)	-2.0%
	Total Maintenance and Operations	186,867	166,071	222,186	102,592	236,066	240,672	18,486	8.3%
Capital Outlay and Transfers									
5990	Transfers To	-	6,264	6,264	6,264	6,264	-	(6,264)	-100.0%
	Total C/O, Transfers & Reserves	-	6,264	6,264	6,264	6,264	-	(6,264)	-100.0%
	Total	871,629	788,077	955,564	447,088	955,300	988,377	39,077	4.1%

Explanation of Line Items:

5210: Microfilm, Bindery, Guardian Security, Taylor Fire, OCLC.

5214: Xerox coin box and Xerox copier leases.

5215: This line item is significantly increased to reflect amortized cost of upgrades to the data connection. Alternatively, the City could pay for installation costs up front and secure a lower monthly bill. In either case, bidders are no longer offering to support the existing connection.

5235: AK Library Network + memberships for select staff to professional organizations (ALA, AKLA) needed for their jobs.

5238: Bindery

5635: MARC Report (cataloging), Libki (public computer management), Equinox (library catalog support), Syndetics + Library Thing (library catalog enhancements), MARC (cataloging), Sling (scheduling)

FY22 BUDGET NOTES:

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“WHERE THE LAND ENDS AND THE SEA BEGINS”

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0100 - MAYOR/COUNCIL									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	16,575	16,275	13,000	6,500	13,000	13,000	-	0.0%
5102	Fringe Benefits	1,343	1,319	1,056	528	1,056	1,056	-	0.0%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	-	-	-	-	-	-	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	-	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	17,918	17,594	14,056	7,028	14,056	14,056	-	0.0%
Maintenance and Operations									
5201	Office Supplies	886	83	1,000	500	500	500	(500)	-50.0%
5206	Food and Staples	1,050	355	3,600	2,000	2,000	2,000	(1,600)	-44.4%
5210	Professional Services	323,427	242,414	219,019	100,000	25,000	25,000	(194,019)	-88.6%
5211	Audit Services	77,808	34,180	88,935	88,935	93,382	98,051	9,116	10.3%
5216	Freight and Postage	4	-	-	-	-	-	-	0.0%
5223	Liability Insurance	243	268	239	286	799	879	640	267.1%
5227	Advertising	318	-	-	-	1,000	1,000	1,000	0.0%
5233	Computer Related Items	3,224	837	2,500	1,000	7,500	4,500	2,000	80.0%
5235	Membership Dues	6,170	6,792	6,500	1,000	6,770	6,770	270	4.2%
5236	Transportation	3,431	1,543	7,100	3,000	4,000	4,000	(3,100)	-43.7%
5237	Subsistence	3,155	1,438	6,200	2,500	3,500	3,500	(2,700)	-43.5%
5248	Lobbying	-	-	-	-	21,000	21,000	21,000	0.0%
5280	Volunteer Incentives	-	-	4,000	4,000	4,000	4,000	-	0.0%
5603	Employee Training	3,025	285	2,700	1,350	2,500	2,500	(200)	-7.4%
5624	Legal Services	-	-	-	-	275,000	275,000	275,000	0.0%
	Total Maintenance and Operations	422,742	288,194	341,793	204,571	446,951	448,700	106,907	31.3%
Capital Outlay and Transfers									
5990	Transfers To	911,626	477,357	416,265	58,142	123,024	102,561	(313,704)	-75.4%
	Total C/O, Transfers & Reserves	911,626	477,357	416,265	58,142	123,024	102,561	(313,704)	-75.4%
	Total	1,352,286	783,145	772,114	269,741	584,031	565,316	106,907	13.8%

FY22 BUDGET NOTES:
5248 - Council Approved lobbying expenses are shared between General Fund and Port & Harbor Enterprise Fund
5990 - (1) Seawall \$10,000, (2) Water Hydrants \$91,418, (3) Health Insurance Fund \$2,998

FY23 BUDGET NOTES:
5990 - (1) Seawall \$10,000, (2) Water Hydrants \$91,734, (3) Health Insurance Fund \$152

5210 - reduction in FY22/23 budget is to move legal expenses to a dedicated line (5624) for transparency purposes

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0120 - FINANCE									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	383,571	393,932	424,043	236,294	488,406	509,268	85,225	20.1%
5102	Fringe Benefits	216,331	208,275	227,523	120,137	275,179	290,281	62,758	27.6%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	3,682	9,997	12,220	12,220	12,220	12,220	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	24,549	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	628,133	612,204	663,785	368,651	775,805	811,768	147,983	22.3%
Maintenance and Operations									
5201	Office Supplies	2,888	6,582	6,000	3,000	6,000	6,000	-	0.0%
5210	Professional Services	46,555	42,214	55,000	55,000	55,000	55,000	-	0.0%
5215	Communications	709	2,131	1,200	700	1,200	1,200	-	0.0%
5223	Liability Insurance	500	515	1,104	548	1,689	1,858	754	68.3%
5231	Tools and Equipment	2,263	-	2,500	1,000	2,500	2,500	-	0.0%
5233	Computer Related Items	-	-	-	-	-	-	-	0.0%
5235	Membership Dues	1,194	620	2,000	2,000	2,000	2,000	-	0.0%
5236	Transportation	7,477	-	8,000	4,000	10,000	10,000	2,000	25.0%
5237	Subsistence	1,371	-	2,000	1,000	3,000	3,000	1,000	50.0%
5238	Printing and Binding	863	51	1,000	1,000	1,000	1,000	-	0.0%
5603	Employee Training	5,002	1,738	10,000	5,000	15,000	15,000	5,000	50.0%
5635	Software	194	161	200	200	200	200	-	0.0%
	Total Maint. and Operations	69,017	54,013	89,004	73,448	97,589	97,758	8,754	9.8%
	Total	697,150	666,217	752,789	442,099	873,394	909,526	156,737	20.8%

2022/23 Budget Notes:
5236/5237/5603 - Increase to allow for upper management to attend one outside conference and AGFOA every year, also to fund sending one employee to annual Caselle conference, enterprise accounting course through GFOA (out of state), allow for staff to participate in more webinars, and project accounting courses.

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0114 - HERC BUILDING									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	-	-	-	-	-	-	-	0.0%
5102	Fringe Benefits	-	-	-	-	-	-	-	0.0%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	-	-	-	-	-	-	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	-	-	-	-	-	-	-	0.0%
Total Salaries and Benefits		-	-	-	-	-	-	-	0.0%
Maintenance and Operations									
5203	Fuel and Lube	23,925	26,768	27,000	13,500	31,000	32,500	5,500	20.4%
5209	Building & Grounds Maintenance	2,863	2,655	3,400	1,700	3,800	4,000	600	17.6%
5210	Professional Services	1,331	500	1,500	750	1,500	1,500	-	0.0%
5215	Communications	434	446	500	250	2,115	2,115	1,615	323.0%
5217	Electricity	15,559	13,003	17,516	9,061	15,916	17,508	(9)	0.0%
5218	Water	926	497	975	486	793	793	(182)	-18.7%
5219	Sewer	674	203	729	352	512	512	(217)	-29.8%
5221	Property Insurance	1,994	2,467	2,440	1,361	2,894	3,183	744	30.5%
5223	Liability Insurance	33	38	73	40	121	133	60	81.6%
Total Maintenance and Operations		47,741	46,576	54,133	27,501	58,651	62,244	8,111	15.0%
Total		47,741	46,576	54,133	27,501	58,651	62,244	8,111	15.0%

FY22 BUDGET NOTES:
5203 - 10% Fuel Increase
5209 - Increase of air handler filter change outs

FY23 BUDGET NOTES:
5203 - 5% Fuel Increase

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0140 - CITY HALL									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	-	-	-	-	-	-	-	0.0%
5102	Fringe Benefits	-	-	-	-	-	-	-	0.0%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	-	-	-	-	-	-	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	-	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	-	-	-	-	-	-	-	0.0%
Maintenance and Operations									
5201	Office Supplies	4,779	2,976	5,000	2,500	5,000	5,000	-	0.0%
5202	Operating Supplies	29	-	2,000	1,000	2,000	2,000	-	0.0%
5203	Fuel and Lube	5,229	5,679	7,000	3,439	7,000	7,000	-	0.0%
5207	Vehicle and Boat Maintenance	18	10	-	-	-	-	-	0.0%
5208	Equipment Maintenance	-	367	500	250	500	500	-	0.0%
5209	Building & Grounds Maintenance	2,564	2,638	3,000	1,500	3,000	3,000	-	0.0%
5210	Professional Services	5,885	7,682	6,000	4,000	6,000	6,000	-	0.0%
5214	Rents & Leases	37,975	31,350	40,000	20,000	40,000	40,000	-	0.0%
5215	Communications	18,482	9,876	15,000	8,000	15,000	15,000	-	0.0%
5216	Freight and Postage	13,038	16,840	15,500	8,000	15,500	15,500	-	0.0%
5217	Electricity	19,337	23,635	25,053	10,385	20,981	23,079	(1,974)	-7.9%
5218	Water	850	699	857	420	918	918	61	7.1%
5219	Sewer	763	596	770	385	828	828	58	7.6%
5220	Refuse and Disposal	302	296	700	350	350	350	(350)	-50.0%
5221	Property Insurance	2,754	3,561	3,523	1,964	4,667	4,900	1,377	39.1%
5222	Auto Insurance	435	435	921	218	435	457	(464)	-50.4%
5223	Liability Insurance	101	96	222	102	307	322	100	45.1%
5224	Fidelity Bond	450	450	450	225	450	450	-	0.0%
5244	Snow Removal	(3,841)	7,980	6,951	2,490	7,500	7,500	549	7.9%
	Total Maintenance and Operations	109,150	115,165	133,448	65,228	130,436	132,805	(643)	-0.5%
Capital Outlay and Transfers									
5990	Transfers To	-	3,182	3,182	3,182	3,182	-	(3,182)	-100.0%
	Total C/O, Transfers & Reserves	-	3,182	3,182	3,182	3,182	-	(3,182)	-100.0%
	Total	109,150	118,347	136,629	68,409	133,618	132,805	(643)	-0.5%

FY22 BUDGET NOTES:

FY23 BUDGET NOTES:

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0149 - AIRPORT									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	42,620	44,438	44,459	22,230	44,901	46,161	1,702	3.8%
5102	Fringe Benefits	29,423	28,287	30,091	13,886	30,997	32,516	2,425	8.1%
5103	Part-time Wages	12,552	16,113	15,291	7,646	17,104	17,241	1,950	12.8%
5104	Part-time Benefits	1,750	2,333	2,107	1,053	2,027	2,043	(63)	-3.0%
5105	Overtime	4,055	3,327	4,235	2,616	4,235	4,235	-	0.0%
5107	Part-time Overtime	-	251	1,784	892	1,784	1,784	-	0.0%
5108	Unemployment Benefits	412	9	-	-	-	-	-	0.0%
5112	PERS Relief	2,959	-	-	-	-	-	-	0.0%
Total Salaries and Benefits		93,770	94,759	97,966	48,323	101,047	103,980	6,013	6.1%
Maintenance and Operations									
5202	Operating Supplies	1,692	2,373	4,800	2,400	4,800	4,800	-	0.0%
5203	Fuel and Lube	11,560	12,212	10,000	7,300	14,600	14,600	4,600	46.0%
5208	Equipment Maintenance	2,717	3,857	4,100	2,050	4,100	4,100	-	0.0%
5209	Building & Grounds Maintenance	11,515	8,994	11,500	5,750	11,500	11,500	-	0.0%
5210	Professional Services	3,827	1,502	4,800	2,400	4,800	4,800	-	0.0%
5214	Rents & Leases	27,185	32,217	25,000	32,873	32,873	32,873	7,873	31.5%
5215	Communications	1,208	1,337	1,550	775	1,550	1,550	-	0.0%
5217	Electricity	31,817	24,839	44,119	17,229	35,381	38,919	(5,200)	-11.8%
5218	Water	2,954	1,370	2,805	917	3,540	3,540	735	26.2%
5219	Sewer	4,749	2,072	4,496	1,429	5,743	5,743	1,248	27.8%
5220	Refuse and Disposal	794	398	900	450	900	1,000	100	11.1%
5221	Property Insurance	2,376	3,096	3,063	1,707	4,063	4,469	1,407	45.9%
5223	Liability Insurance	166	153	366	164	515	567	200	54.6%
5231	Tools and Equipment	435	1,378	6,100	5,000	1,000	1,000	(5,100)	-83.6%
5614	Car Allowance	135	180	104	52	104	104	0	0.3%
Total Maintenance and Operations		103,131	95,979	123,703	80,497	125,470	129,566	5,863	4.7%
Capital Outlay and Transfers									
5990	Transfers To	10,572	8,820	7,762	7,762	7,762	-	(7,762)	-100.0%
Total C/O, Transfers & Reserves		10,572	8,820	7,762	7,762	7,762	-	(7,762)	-100.0%
Total		207,473	199,557	229,431	136,582	234,279	233,545	11,876	5.2%

Explanation of Line Items:
5202 - Filters, Cleaning Supplies, Light Bulbs, Batteries, Misc Equipment, Belts for Air Handler, Paper/Inc Etc.
5203 - Fuel for Heat
5208 - Equipment Maintenance, Boiler Parts, Baggage Conveyor, Pumps, Air Handler, Snow Blowers, Etc.
5209 - Signs, Sidewalks, Paint, Carpet, Electrical Security Cameras, Software Repairs & Maintenance
5210 - Hiring for Repairs to Boilers, Garage Doors, Fire & Sprinkler Alarms, Electrical, Window/Carpet Cleaning
5214 - Rent for Land that Airport sits on
5231 - Tools & Equipment for Misc Replacement or Acquisition of Tools

FY23 BUDGET NOTES:
5220 - Increased cost

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0350 - NON-DEPARTMENTAL									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	-	-	-	-	-	-	-	0.0%
5102	Fringe Benefits	-	-	-	-	-	-	-	0.0%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	-	-	-	-	-	-	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	-	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	-	-	-	-	-	-	-	0.0%
Maintenance and Operations									
5801	Pratt Museum	69,000	69,000	69,000	69,000	69,000	69,000	-	0.0%
5830	Homer Foundation	25,000	25,000	25,000	25,000	25,000	25,000	-	0.0%
	Total Maintenance and Operations	94,000	94,000	94,000	94,000	94,000	94,000	-	0.0%
	Total	94,000	94,000	94,000	94,000	94,000	94,000	-	0.0%

FY22 BUDGET NOTES:

FY23 BUDGET NOTES:

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0360 - LEAVE CASH OUT									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	-	-	-	-	-	-	-	0.0%
5102	Fringe Benefits	-	-	-	-	-	-	-	0.0%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	-	-	-	-	-	-	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	-	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	-	-	-	-	-	-	-	0.0%
Maintenance and Operations									
5106	Leave Cash Out	85,232	104,643	146,474	58,222	136,126	122,629	(23,845)	-16.3%
	Total Maintenance and Operations	85,232	104,643	146,474	58,222	136,126	122,629	(23,845)	-16.3%
	Total	85,232	104,643	146,474	58,222	136,126	122,629	(23,845)	-16.3%

FY22 BUDGET NOTES:

FY23 BUDGET NOTES:

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND										
FIRE COMBINED EXPENDITURES										
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget		
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23			
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits										
5101	Salary and Wages	307,925	528,277	566,524	276,141	609,196	630,918	64,393	11.4%	
5102	Fringe Benefits	214,047	323,240	328,973	151,457	350,688	368,052	39,079	11.9%	
5103	Part-time Wages	158,038	11,052	20,275	10,137	50,687	51,093	30,818	152.0%	
5104	Part-time Benefits	20,223	1,516	2,572	1,286	5,846	5,893	3,321	129.2%	
5105	Overtime	27,195	36,477	25,964	12,982	25,964	25,964	-	0.0%	
5107	Part-time Overtime	3,565	-	2,219	1,000	2,701	2,701	482	21.7%	
5108	Unemployment Benefits	-	1,780	-	-	-	-	-	0.0%	
5112	PERS Relief	21,244	-	-	-	-	-	-	0.0%	
Total Salaries and Benefits		752,237	902,341	946,527	453,003	1,045,082	1,084,620	138,093	14.6%	
Maintenance and Operations										
5201	Office Supplies	2,427	2,605	3,000	1,600	3,000	3,000	-	0.0%	
5202	Operating Supplies	28,740	22,933	31,500	16,500	29,500	29,500	(2,000)	-6.3%	
5203	Fuel and Lube	10,694	7,594	15,000	7,750	15,000	15,000	-	0.0%	
5206	Food and Staples	4,889	4,492	5,000	2,700	5,000	5,000	-	0.0%	
5207	Vehicle and Boat Maintenance	1,769	8,903	4,500	11,000	10,000	10,000	5,500	122.2%	
5208	Equipment Maintenance	3,987	740	8,000	4,000	8,000	8,000	-	0.0%	
5209	Building & Grounds Maintenance	5,794	4,259	5,000	6,000	16,000	9,000	4,000	80.0%	
5210	Professional Services	38,728	38,001	59,000	27,000	66,000	55,000	(4,000)	-6.8%	
5214	Rents & Leases	5,596	4,644	7,000	3,500	7,000	7,000	-	0.0%	
5215	Communications	15,022	22,416	18,000	11,000	20,000	15,000	(3,000)	-16.7%	
5216	Freight and Postage	864	433	1,000	400	800	800	(200)	-20.0%	
5217	Electricity	24,273	25,329	31,276	14,331	27,861	30,648	(629)	-2.0%	
5218	Water	1,907	1,823	1,866	978	2,013	2,013	147	7.9%	
5219	Sewer	1,752	1,660	1,707	923	1,851	1,851	144	8.4%	
5220	Refuse and Disposal	905	911	1,500	650	1,500	1,500	-	0.0%	
5221	Property Insurance	2,214	3,240	3,205	1,787	6,544	7,198	3,993	124.6%	
5222	Auto Insurance	12,140	13,708	18,224	6,513	14,641	16,105	(2,119)	-11.6%	
5223	Liability Insurance	690	926	1,522	976	2,940	3,234	1,712	112.5%	
5227	Advertising	262	372	1,500	300	500	500	(1,000)	-66.7%	
5228	Books	(22)	518	500	350	700	500	-	0.0%	
5231	Tools and Equipment	12,729	19,773	24,000	12,500	26,000	27,000	3,000	12.5%	
5233	Computer Related Items	-	10,377	3,000	4,000	8,000	5,000	2,000	66.7%	
5235	Membership Dues	884	543	4,600	1,950	3,500	3,500	(1,100)	-23.9%	
5236	Transportation	5,768	2,464	4,000	1,700	6,000	6,000	2,000	50.0%	
5237	Subsistence	5,313	1,402	4,000	1,700	5,500	5,500	1,500	37.5%	
5244	Snow Removal	2,844	8,288	5,317	2,500	-	-	(5,317)	-100.0%	
5252	Credit Card Expenses	-	-	-	-	-	-	-	0.0%	
5280	Volunteer Incentives	30,491	24,364	35,000	15,000	35,000	35,000	-	0.0%	
5601	Uniform	2,804	3,935	6,700	4,700	7,500	6,500	(200)	-3.0%	
5602	Safety Equipment	13,824	19,833	22,000	12,000	21,000	21,000	(1,000)	-4.5%	
5603	Employee Training	31,455	21,782	33,500	15,000	33,500	33,500	-	0.0%	
5604	Public Education	1,721	389	3,000	1,050	2,250	2,250	(750)	-25.0%	
5635	Software	587	812	-	-	-	-	-	0.0%	
Total Maint. and Operations		271,052	279,469	363,418	190,359	387,101	366,099	2,681	0.7%	
C/O and Transfers										
5990	Transfers To	-	-	-	-	-	-	-	0.0%	
Total Others		-	-	-	-	-	-	-	0.0%	
Total		1,023,289	1,181,810	1,309,945	643,362	1,432,183	1,450,719	140,774	10.7%	

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0150 - FIRE ADMINISTRATION									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	FY23 Draft & FY21 Full-Year Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	93,863	169,927	219,328	95,867	215,614	225,327	6,000	2.7%
5102	Fringe Benefits	71,974	113,179	122,440	52,738	123,544	130,329	7,890	6.4%
5103	Part-time Wages	45,823	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	4,974	-	-	-	-	-	-	0.0%
5105	Overtime	10,620	19,025	11,070	5,535	11,070	11,070	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	1,270	-	-	-	-	-	0.0%
5112	PERS Relief	6,624	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	233,878	303,401	352,837	154,140	350,227	366,727	13,889	3.9%
Maintenance and Operations									
5201	Office Supplies	2,427	2,605	3,000	1,600	3,000	3,000	-	0.0%
5202	Operating Supplies	2,397	4,431	4,500	2,500	4,500	4,500	-	0.0%
5203	Fuel and Lube	10,694	7,594	15,000	7,750	15,000	15,000	-	0.0%
5206	Food and Staples	4,889	4,492	5,000	2,700	5,000	5,000	-	0.0%
5207	Vehicle and Boat Maintenance	1,706	8,753	4,500	3,000	2,000	2,000	(2,500)	-55.6%
5208	Equipment Maintenance	3,987	457	5,000	2,500	5,000	5,000	-	0.0%
5209	Building & Grounds Maintenance	5,794	4,259	5,000	6,000	16,000	9,000	4,000	80.0%
5210	Professional Services	7,618	17,737	29,000	12,000	28,000	28,000	(1,000)	-3.4%
5214	Rents & Leases	5,596	4,644	7,000	3,500	7,000	7,000	-	0.0%
5215	Communications	15,022	22,416	18,000	11,000	20,000	15,000	(3,000)	-16.7%
5216	Freight and Postage	864	433	1,000	400	800	800	(200)	-20.0%
5217	Electricity	24,273	25,329	31,276	14,331	27,861	30,648	(629)	-2.0%
5218	Water	1,907	1,823	1,866	978	2,013	2,013	147	7.9%
5219	Sewer	1,752	1,660	1,707	923	1,851	1,851	144	8.4%
5220	Refuse and Disposal	905	911	1,500	650	1,500	1,500	-	0.0%
5221	Property Insurance	2,214	3,240	3,205	1,787	6,544	7,198	3,993	124.6%
5222	Auto Insurance	12,140	13,708	18,224	6,513	14,641	16,105	(2,119)	-11.6%
5223	Liability Insurance	690	926	1,522	976	2,940	3,234	1,712	112.5%
5227	Advertising	262	372	1,500	300	500	500	(1,000)	-66.7%
5228	Books	(22)	518	500	350	700	500	-	0.0%
5231	Tools and Equipment	2,796	6,082	8,000	4,000	10,000	10,000	2,000	25.0%
5233	Computer Related Items	-	10,377	3,000	4,000	8,000	5,000	2,000	66.7%
5235	Membership Dues	734	453	1,500	700	1,250	1,250	(250)	-16.7%
5236	Transportation	1,921	1,846	1,500	500	6,000	6,000	4,500	300.0%
5237	Subsistence	1,879	680	1,500	500	5,500	5,500	4,000	266.7%
5244	Snow Removal	2,844	8,288	5,317	2,500	-	-	(5,317)	-100.0%
5280	Volunteer Incentives	30,491	24,364	35,000	15,000	35,000	35,000	-	0.0%
5601	Uniform	2,273	2,045	2,000	1,500	5,000	4,000	2,000	100.0%
5603	Employee Training	4,453	1,948	3,500	1,000	3,500	3,500	-	0.0%
5604	Public Education	41	-	750	250	750	750	-	0.0%
5635	Software	587	812	-	-	-	-	-	0.0%
	Total Maintenance and Operations	153,135	183,206	220,368	109,709	239,851	228,849	8,481	3.8%
	Total	387,014	486,607	573,205	263,849	590,078	595,576	22,371	3.9%

FY22 BUDGET NOTES:

FY23 BUDGET NOTES:

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND										
DEPT 0151 - FIRE SERVICES										
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget		
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23			
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits										
5101	Salary and Wages	107,045	164,127	177,716	90,476	198,490	204,831	27,115	15.3%	
5102	Fringe Benefits	70,917	99,370	104,695	49,477	114,141	119,544	14,849	14.2%	
5103	Part-time Wages	56,108	5,526	10,137	5,069	25,344	25,546	15,409	152.0%	
5104	Part-time Benefits	7,625	758	1,286	643	2,923	2,947	1,661	129.2%	
5105	Overtime	8,287	6,195	7,447	3,724	7,447	7,447	-	0.0%	
5107	Part-time Overtime	1,782	-	1,109	500	1,350	1,350	241	21.7%	
5108	Unemployment Benefits	-	255	-	-	-	-	-	0.0%	
5112	PERS Relief	7,311	-	-	-	-	-	-	0.0%	
	Total Salaries and Benefits	259,076	276,231	302,391	149,888	349,695	361,665	59,274	19.6%	
Maintenance and Operations										
5202	Operating Supplies	7,371	1,188	8,000	4,000	5,000	5,000	(3,000)	-37.5%	
5207	Vehicle and Boat Maintenance	63	150	-	8,000	8,000	8,000	8,000	0.0%	
5208	Equipment Maintenance	-	282	3,000	1,500	3,000	3,000	-	0.0%	
5210	Professional Services	24,612	8,555	20,000	10,000	22,000	22,000	2,000	10.0%	
5231	Tools and Equipment	9,778	9,982	12,000	5,500	10,000	12,000	-	0.0%	
5235	Membership Dues	150	65	3,000	1,250	2,000	2,000	(1,000)	-33.3%	
5236	Transportation	3,847	-	2,500	1,200	-	-	(2,500)	-100.0%	
5237	Subsistence	3,433	505	2,500	1,200	-	-	(2,500)	-100.0%	
5601	Uniform	236	1,139	2,500	2,000	2,500	2,500	-	0.0%	
5602	Safety Equipment	10,803	18,424	16,000	9,000	18,000	18,000	2,000	12.5%	
5603	Employee Training	11,847	4,627	14,000	7,000	14,000	14,000	-	0.0%	
5604	Public Education	1,312	389	1,500	500	1,000	1,000	(500)	-33.3%	
	Total Maintenance and Operations	73,452	45,307	85,000	51,150	85,500	87,500	2,500	2.9%	
	Total	332,528	321,538	387,391	201,038	435,195	449,165	61,774	15.95%	

FY22/23 BUDGET NOTES:
 5103/5104 - Increase is due to hiring of additional seasonal support
 5236/5237 - Moved to Fire Administration for easier tracking of travel related expenses

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND										
DEPT 0152 - MEDICAL SERVICES										
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget		
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23			
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits										
5101	Salary and Wages	107,016	194,223	169,481	89,798	195,093	200,760	31,279	18.5%	
5102	Fringe Benefits	71,156	110,691	101,839	49,242	113,003	118,179	16,340	16.0%	
5103	Part-time Wages	56,107	5,526	10,137	5,069	25,344	25,546	15,409	152.0%	
5104	Part-time Benefits	7,624	758	1,286	643	2,923	2,947	1,661	129.2%	
5105	Overtime	8,287	11,257	7,447	3,724	7,447	7,447	-	0.0%	
5107	Part-time Overtime	1,782	-	1,109	500	1,350	1,350	241	21.7%	
5108	Unemployment Benefits	-	255	-	-	-	-	-	0.0%	
5112	PERS Relief	7,309	-	-	-	-	-	-	0.0%	
	Total Salaries and Benefits	259,283	322,710	291,299	148,975	345,160	356,228	64,929	22.3%	
Maintenance and Operations										
5202	Operating Supplies	18,972	17,314	19,000	10,000	20,000	20,000	1,000	5.3%	
5210	Professional Services	6,498	11,708	10,000	5,000	16,000	5,000	(5,000)	-50.0%	
5231	Tools and Equipment	155	3,709	4,000	3,000	6,000	5,000	1,000	25.0%	
5235	Membership Dues	-	25	100	-	250	250	150	150.0%	
5236	Transportation	-	617	-	-	-	-	-	0.0%	
5237	Subsistence	-	217	-	-	-	-	-	0.0%	
5601	Uniform	295	751	2,200	1,200	-	-	(2,200)	-100.0%	
5602	Safety Equipment	3,021	1,409	6,000	3,000	3,000	3,000	(3,000)	-50.0%	
5603	Employee Training	15,155	15,206	16,000	7,000	16,000	16,000	-	0.0%	
5604	Public Education	368	-	750	300	500	500	(250)	-33.3%	
	Total Maintenance and Operations	44,465	50,956	58,050	29,500	61,750	49,750	(8,300)	-14.3%	
	Total	303,747	373,666	349,349	178,475	406,910	405,978	56,629	16.2%	

FY22/23 BUDGET NOTES:
5103/5104 - Increase is due to hiring of additional seasonal support

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND										
POLICE COMBINED EXPENDITURES										
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between		
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	FY23 Draft & FY21 Full-Year Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits										
5101	Salary and Wages	1,480,719	1,583,986	1,699,202	856,580	1,744,016	1,803,130	103,928	6.1%	
5102	Fringe Benefits	903,877	893,740	919,171	435,055	961,261	1,009,185	90,014	9.8%	
5103	Part-time Wages	22,749	28,181	62,127	14,361	59,877	61,258	(869)	-1.4%	
5104	Part-time Benefits	2,955	3,492	24,092	1,741	24,985	26,399	2,307	9.6%	
5105	Overtime	233,855	197,610	181,513	95,813	204,399	207,844	26,331	14.5%	
5107	Part-time Overtime	1,910	-	7,000	3,500	7,000	7,000	-	0.0%	
5108	Unemployment Benefits	-	4,138	-	-	-	-	-	0.0%	
5112	PERS Relief	108,693	-	-	-	-	-	-	0.0%	
	Total Salaries and Benefits	2,754,757	2,711,148	2,893,106	1,407,049	3,001,538	3,114,816	221,710	7.7%	
Maintenance and Operations										
5201	Office Supplies	4,959	4,750	10,500	4,600	7,500	7,750	(2,750)	-26.2%	
5202	Operating Supplies	9,953	6,615	21,000	6,000	20,500	20,500	(500)	-2.4%	
5203	Fuel and Lube	44,268	46,660	43,200	31,450	53,200	55,700	12,500	28.9%	
5205	Ammunition	16,631	8,045	20,000	10,000	20,000	20,000	-	0.0%	
5206	Food and Staples	18,720	15,947	22,000	9,500	21,000	21,000	(1,000)	-4.5%	
5207	Vehicle and Boat Maintenance	3,172	1,663	5,500	2,750	5,500	5,500	-	0.0%	
5208	Equipment Maintenance	855	2,159	9,500	4,000	7,750	7,750	(1,750)	-18.4%	
5209	Building & Grounds Maintenance	2,668	4,698	13,500	4,500	12,000	12,000	(1,500)	-11.1%	
5210	Professional Services	208,938	217,438	229,957	111,754	226,457	227,457	(2,500)	-1.1%	
5214	Rents & Leases	12,594	20,357	14,500	7,500	14,800	15,500	1,000	6.9%	
5215	Communications	37,588	45,278	37,200	16,900	38,600	39,600	2,400	6.5%	
5216	Freight and Postage	2,312	1,777	3,900	1,450	1,550	1,600	(2,300)	-59.0%	
5217	Electricity	35,614	48,045	48,022	20,463	54,285	59,713	11,691	24.3%	
5218	Water	2,028	2,352	1,886	1,147	2,625	2,625	738	39.1%	
5219	Sewer	1,885	2,113	1,747	1,177	2,415	2,415	669	38.3%	
5220	Refuse and Disposal	1,165	1,708	2,100	500	1,600	1,600	(500)	-23.8%	
5221	Property Insurance	2,017	2,866	2,582	1,439	5,850	6,382	3,800	147.2%	
5222	Auto Insurance	11,107	10,068	14,799	5,151	12,994	14,293	(505)	-3.4%	
5223	Liability Insurance	44,295	64,949	50,400	42,259	83,546	91,875	41,475	82.3%	
5227	Advertising	1,276	1,444	3,000	500	3,000	3,000	-	0.0%	
5231	Tools and Equipment	29,901	26,243	32,500	15,750	32,500	32,500	-	0.0%	
5233	Computer Related Items	-	558	-	-	2,000	2,000	2,000	0.0%	
5235	Membership Dues	1,491	966	1,250	700	1,250	1,250	-	0.0%	
5236	Transportation	2,013	1,883	4,400	1,050	5,150	5,150	750	17.0%	
5237	Subsistence	350	665	2,100	850	2,100	2,100	-	0.0%	
5242	Janitorial	-	-	600	300	1,000	1,000	400	66.7%	
5244	Snow Removal	2,619	7,400	5,707	2,500	8,000	8,000	2,293	40.2%	
5601	Uniform	17,958	19,087	19,000	9,350	20,500	19,500	500	2.6%	
5603	Employee Training	38,087	30,447	53,500	24,000	53,000	53,000	(500)	-0.9%	
5625	Impound Costs	5,395	4,260	3,500	2,000	3,000	3,500	-	0.0%	
5626	Jail Laundry Services	5,867	3,249	9,000	-	-	-	(9,000)	-100.0%	
5630	Haven House	14,000	15,000	14,000	14,000	14,000	14,000	-	0.0%	
5635	Software	1,853	772	-	-	-	-	-	0.0%	
	Total Maint. and Operations	581,577	619,461	700,850	353,538	737,672	758,261	57,412	8.2%	
C/O and Transfers										
5990	Transfers To	-	934	934	934	934	-	(934)	-100.0%	
	Total Others	-	934	934	934	934	-	(934)	-100.0%	
	Total	3,336,334	3,331,543	3,594,890	1,761,522	3,740,143	3,873,077	278,187	7.7%	

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND										
DEPT 0160 - POLICE ADMINISTRATION										
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between		
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	FY23 Draft & FY21 Full-Year Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits										
5101	Salary and Wages	101,985	103,548	105,953	52,977	106,463	107,314	1,361	1.3%	
5102	Fringe Benefits	31,625	29,975	30,822	14,157	31,627	32,938	2,116	6.9%	
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%	
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%	
5105	Overtime	2,806	2,866	1,176	1,005	2,121	2,256	1,080	91.9%	
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%	
5112	PERS Relief	6,643	-	-	-	-	-	-	0.0%	
	Total Salaries and Benefits	143,059	136,389	137,951	68,139	140,210	142,508	4,557	3.3%	
Maintenance and Operations										
5201	Office Supplies	473	1,241	1,500	600	1,000	1,000	(500)	-33.3%	
5202	Operating Supplies	4,899	3,257	8,000	2,000	8,000	8,000	-	0.0%	
5203	Fuel and Lube	30,857	35,998	30,000	25,000	40,000	42,500	12,500	41.7%	
5205	Ammunition	16,631	8,045	20,000	10,000	20,000	20,000	-	0.0%	
5206	Food and Staples	154	1,568	1,500	500	1,000	1,000	(500)	-33.3%	
5207	Vehicle and Boat Maintenance	3,172	1,663	4,000	2,000	4,000	4,000	-	0.0%	
5208	Equipment Maintenance	172	2,159	8,500	3,000	6,000	6,000	(2,500)	-29.4%	
5209	Building & Grounds Maintenance	2,619	824	5,000	2,000	4,000	4,000	(1,000)	-20.0%	
5210	Professional Services	6,349	13,581	17,000	8,500	15,000	16,000	(1,000)	-5.9%	
5214	Rents & Leases	7,055	8,598	6,500	4,000	7,800	8,500	2,000	30.8%	
5215	Communications	37,126	45,079	36,000	16,500	38,000	39,000	3,000	8.3%	
5216	Freight and Postage	-	68	400	200	300	350	(50)	-12.5%	
5217	Electricity	19,188	32,735	25,913	10,762	36,008	39,609	13,696	52.9%	
5218	Water	1,035	1,485	881	634	1,559	1,559	678	77.0%	
5219	Sewer	1,000	1,391	847	693	1,460	1,460	613	72.3%	
5220	Refuse and Disposal	863	1,394	1,500	300	1,000	1,000	(500)	-33.3%	
5221	Property Insurance	1,365	2,020	1,745	972	4,794	5,273	3,529	202.2%	
5222	Auto Insurance	11,107	10,068	14,799	5,151	12,994	14,293	(505)	-3.4%	
5223	Liability Insurance	9,828	13,572	8,748	9,605	21,145	23,260	14,511	165.9%	
5227	Advertising	1,276	1,444	3,000	500	3,000	3,000	-	0.0%	
5231	Tools and Equipment	16,691	9,896	13,500	9,500	13,500	13,500	-	0.0%	
5233	Computer Related Items	-	558	-	-	2,000	2,000	2,000	0.0%	
5235	Membership Dues	1,152	886	1,000	550	1,000	1,000	-	0.0%	
5236	Transportation	1,486	1,883	2,000	350	2,000	2,000	-	0.0%	
5237	Subsistence	350	665	1,000	350	1,000	1,000	-	0.0%	
5242	Janitorial	-	-	600	300	1,000	1,000	400	66.7%	
5244	Snow Removal	2,619	7,400	5,707	2,500	8,000	8,000	2,293	40.2%	
5601	Uniform	8,091	12,489	6,000	5,000	7,500	6,500	500	8.3%	
5603	Employee Training	30,566	30,257	39,000	20,000	39,000	39,000	-	0.0%	
5625	Impound Costs	5,395	4,260	3,500	2,000	3,000	3,500	-	0.0%	
5630	Haven House	14,000	15,000	14,000	14,000	14,000	14,000	-	0.0%	
5635	Software	1,853	772	-	-	-	-	-	0.0%	
	Total Maintenance and Operations	237,372	270,254	282,139	157,465	319,061	331,305	49,165	17.4%	
	Total	380,430	406,643	420,091	225,605	459,271	473,812	53,722	12.8%	

FY22/23 BUDGET NOTES:

5217/5218/5219 - These line items have the potential to fluctuate significantly in FY22/23 due to the move to the new police station.

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0161 - DISPATCH									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	FY23 Draft & FY21 Full-Year Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	326,190	328,399	365,324	179,889	369,048	381,916	16,592	4.5%
5102	Fringe Benefits	207,589	198,417	208,947	95,782	220,020	231,392	22,445	10.7%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	33,633	42,095	38,446	19,223	38,446	38,446	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	22,810	-	-	-	-	-	-	0.0%
Total Salaries and Benefits		590,223	568,911	612,718	294,894	627,515	651,754	39,037	6.4%
Maintenance and Operations									
5201	Office Supplies	3,178	3,377	7,000	3,500	5,000	5,250	(1,750)	-25.0%
5202	Operating Supplies	469	155	2,500	500	2,500	2,500	-	0.0%
5208	Equipment Maintenance	683	-	-	-	-	-	-	0.0%
5210	Professional Services	881	45	750	400	750	750	-	0.0%
5214	Rents & Leases	5,539	11,759	8,000	3,500	7,000	7,000	(1,000)	-12.5%
5215	Communications	256	-	-	-	-	-	-	0.0%
5216	Freight and Postage	2,201	1,537	3,000	1,000	1,000	1,000	(2,000)	-66.7%
5231	Tools and Equipment	2,429	2,811	4,000	1,750	4,000	4,000	-	0.0%
5235	Membership Dues	339	80	250	150	250	250	-	0.0%
5236	Transportation	527	-	-	-	750	750	750	0.0%
5601	Uniform	3,239	3,384	3,000	1,250	3,000	3,000	-	0.0%
5603	Employee Training	6,833	190	11,000	2,500	11,000	11,000	-	0.0%
Total Maintenance and Operations		26,571	23,338	39,500	14,550	35,250	35,500	(4,000)	-10.1%
Total		616,794	592,249	652,218	309,444	662,765	687,254	35,037	5.4%

FY22 BUDGET NOTES:

FY23 BUDGET NOTES:

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0162 - INVESTIGATION									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	113,222	117,104	117,310	58,655	106,876	110,331	(6,979)	-5.9%
5102	Fringe Benefits	64,315	62,848	59,903	28,367	57,404	60,062	159	0.3%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	19,852	17,778	15,000	7,656	15,000	17,332	2,332	15.5%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	8,436	-	-	-	-	-	-	0.0%
Total Salaries and Benefits		205,826	197,730	192,213	94,678	179,281	187,724	(4,488)	-2.3%
Maintenance and Operations									
5202	Operating Supplies	1,259	1,128	7,000	2,000	6,000	6,000	(1,000)	-14.3%
5210	Professional Services	13,406	9,807	13,000	4,000	13,000	13,000	-	0.0%
5231	Tools and Equipment	4,491	5,539	7,000	3,000	7,000	7,000	-	0.0%
5236	Transportation	-	-	1,500	500	1,500	1,500	-	0.0%
5237	Subsistence	-	-	600	300	600	600	-	0.0%
Total Maintenance and Operations		19,156	16,475	29,100	9,800	28,100	28,100	(1,000)	-3.4%
Total		224,982	214,205	221,313	104,478	207,381	215,824	(5,488)	-2.5%

FY22 BUDGET NOTES:

FY23 BUDGET NOTES:

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0163 - PATROL									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	646,911	719,761	789,177	389,190	835,934	869,806	80,629	10.2%
5102	Fringe Benefits	415,307	404,755	439,867	204,495	465,719	489,931	50,064	11.4%
5103	Part-time Wages	-	14,175	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	1,704	-	-	-	-	-	0.0%
5105	Overtime	133,008	86,450	96,891	47,839	108,901	109,880	12,988	13.4%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	49,442	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	1,244,668	1,226,845	1,325,935	641,524	1,410,554	1,469,616	143,682	10.8%
Maintenance and Operations									
5601	Uniform	3,445	1,929	7,500	1,500	7,500	7,500	-	0.0%
	Total Maintenance and Operations	3,445	1,929	7,500	1,500	7,500	7,500	-	0.0%
	Total	1,248,113	1,228,774	1,333,435	643,024	1,418,054	1,477,116	143,682	10.8%

FY22 BUDGET NOTES:

FY23 BUDGET NOTES:

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0164 - JAIL									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	292,410	315,174	321,439	175,868	325,695	333,763	12,324	3.8%
5102	Fringe Benefits	185,040	197,744	179,632	92,254	186,490	194,862	15,230	8.5%
5103	Part-time Wages	22,749	14,006	62,127	14,361	59,877	61,258	(869)	-1.4%
5104	Part-time Benefits	2,955	1,788	24,092	1,741	24,985	26,399	2,307	9.6%
5105	Overtime	44,556	48,421	30,000	20,090	39,931	39,931	9,931	33.1%
5107	Part-time Overtime	1,910	-	7,000	3,500	7,000	7,000	-	0.0%
5108	Unemployment Benefits	-	4,138	-	-	-	-	-	0.0%
5112	PERS Relief	21,361	-	-	-	-	-	-	0.0%
Total Salaries and Benefits		570,982	581,273	624,290	307,813	643,978	663,213	38,923	6.2%
Maintenance and Operations									
5201	Office Supplies	1,309	132	2,000	500	1,500	1,500	(500)	-25.0%
5202	Operating Supplies	3,325	2,075	3,500	1,500	3,500	3,500	-	0.0%
5203	Fuel and Lube	1,621	1,271	2,000	950	2,000	2,000	-	0.0%
5206	Food and Staples	18,566	14,380	20,000	9,000	20,000	20,000	-	0.0%
5207	Vehicle and Boat Maintenance	-	-	1,500	750	1,500	1,500	-	0.0%
5208	Equipment Maintenance	-	-	-	-	750	750	750	0.0%
5209	Building & Grounds Maintenance	49	3,875	5,500	1,000	5,000	5,000	(500)	-9.1%
5210	Professional Services	-	2,120	3,500	1,000	2,000	2,000	(1,500)	-42.9%
5216	Freight and Postage	111	172	500	250	250	250	(250)	-50.0%
5217	Electricity	8,415	6,988	12,113	4,879	9,030	9,933	(2,180)	-18.0%
5218	Water	259	371	254	158	278	278	25	9.7%
5219	Sewer	250	348	244	173	270	270	25	10.4%
5223	Liability Insurance	34,311	51,217	41,307	32,484	61,892	68,081	26,774	64.8%
5231	Tools and Equipment	6,291	7,996	8,000	1,500	8,000	8,000	-	0.0%
5236	Transportation	-	-	900	200	900	900	-	0.0%
5237	Subsistence	-	-	500	200	500	500	-	0.0%
5601	Uniform	3,183	1,285	2,500	1,600	2,500	2,500	-	0.0%
5603	Employee Training	688	-	3,500	1,500	3,000	3,000	(500)	-14.3%
5626	Jail Laundry Services	5,867	3,249	9,000	-	-	-	(9,000)	-100.0%
Total Maintenance and Operations		84,245	95,478	116,819	57,644	122,870	129,963	13,144	11.3%
Total		655,227	676,751	741,109	365,457	766,848	793,176	52,067	7.0%

FY22 BUDGET NOTES:

FY23 BUDGET NOTES:

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND										
DEPT 0165 - ANIMAL CONTROL										
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between		
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	FY23 Draft & FY21 Full-Year Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits										
5101	Salary and Wages	-	-	-	-	-	-	-	0.0%	
5102	Fringe Benefits	-	-	-	-	-	-	-	0.0%	
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%	
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%	
5105	Overtime	-	-	-	-	-	-	-	0.0%	
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%	
5112	PERS Relief	-	-	-	-	-	-	-	0.0%	
	Total Salaries and Benefits	-	-	-	-	-	-	-	0.0%	
Maintenance and Operations										
5202	Operating Supplies	-	-	-	-	500	500	500	0.0%	
5203	Fuel and Lube	11,789	9,391	11,200	5,500	11,200	11,200	-	0.0%	
5206	Food and Staples	-	-	500	-	-	-	(500)	-100.0%	
5208	Equipment Maintenance	-	-	1,000	1,000	1,000	1,000	-	0.0%	
5209	Building & Grounds Maintenance	-	-	3,000	1,500	3,000	3,000	-	0.0%	
5210	Professional Services	188,302	191,886	195,707	97,854	195,707	195,707	-	0.0%	
5215	Communications	206	199	1,200	400	600	600	(600)	-50.0%	
5217	Electricity	8,011	8,321	9,996	4,823	9,246	10,171	175	1.7%	
5218	Water	734	497	752	355	788	788	36	4.7%	
5219	Sewer	635	374	655	311	685	685	30	4.7%	
5220	Refuse and Disposal	302	313	600	200	600	600	-	0.0%	
5221	Property Insurance	652	846	837	467	1,056	1,109	271	32.4%	
5223	Liability Insurance	156	159	345	170	509	534	190	55.0%	
	Total Maintenance and Operations	210,787	211,987	225,792	112,579	224,891	225,894	102	0.0%	
Capital Outlay and Transfers										
5990	Transfers To	-	934	934	934	934	-	(934)	-100.0%	
	Total C/O, Transfers & Reserves	-	934	934	934	934	-	(934)	-100.0%	
	Total	210,787	212,921	226,726	113,513	225,825	225,894	102	0.0%	

FY22 BUDGET NOTES:

FY23 BUDGET NOTES:

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“WHERE THE LAND ENDS AND THE SEA BEGINS”

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
PUBLIC WORKS COMBINED EXPENDITURES									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	FY23 Draft & FY21 Full-Year Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	808,629	886,699	941,386	461,968	935,741	962,925	21,540	2.3%
5102	Fringe Benefits	530,506	538,650	584,036	268,636	595,034	623,529	39,494	6.8%
5103	Part-time Wages	131,530	85,367	139,824	69,912	146,825	148,000	8,175	5.8%
5104	Part-time Benefits	17,644	11,656	17,887	8,943	16,902	17,037	(849)	-4.7%
5105	Overtime	27,716	46,666	39,709	22,376	40,964	41,495	1,785	4.5%
5107	Part-time Overtime	99	522	1,804	1,041	1,804	1,804	-	0.0%
5108	Unemployment Benefits	9,562	7,873	-	-	-	-	-	0.0%
5112	PERS Relief	53,019	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	1,578,703	1,577,433	1,724,646	832,876	1,737,270	1,794,791	70,145	4.1%
Maintenance and Operations									
5201	Office Supplies	1,660	2,344	3,950	1,975	3,950	3,950	-	0.0%
5202	Operating Supplies	156,612	159,331	177,400	85,200	190,700	190,700	13,300	7.5%
5203	Fuel and Lube	76,168	79,447	129,750	65,500	122,000	122,000	(7,750)	-6.0%
5204	Chemicals	97,995	98,700	102,000	104,000	113,550	122,600	20,600	20.2%
5207	Vehicle and Boat Maintenance	245,490	224,420	240,700	120,350	255,700	255,700	15,000	6.2%
5208	Equipment Maintenance	3,860	3,296	8,000	4,000	9,000	9,000	1,000	12.5%
5209	Building & Grounds Maintenance	34,036	34,330	39,500	19,750	54,500	54,500	15,000	38.0%
5210	Professional Services	106,876	100,128	96,400	82,950	156,400	156,400	60,000	62.2%
5213	Survey and Appraisal	1,260	185	3,000	1,500	3,000	3,000	-	0.0%
5214	Rents & Leases	8,054	13,433	20,200	12,600	21,500	22,000	1,800	8.9%
5215	Communications	8,327	11,427	21,500	5,000	10,000	10,000	(11,500)	-53.5%
5216	Freight and Postage	-	130	1,000	500	1,000	1,000	-	0.0%
5217	Electricity	73,809	74,690	85,787	42,687	79,069	86,976	1,188	1.4%
5218	Water	13,113	10,202	18,083	4,025	17,325	17,325	(757)	-4.2%
5219	Sewer	15,903	12,953	24,874	4,911	22,510	22,510	(2,365)	-9.5%
5220	Refuse and Disposal	1,726	6,810	5,350	2,675	5,350	5,350	-	0.0%
5221	Property Insurance	2,343	3,481	3,442	1,920	5,014	5,515	2,073	60.2%
5222	Auto Insurance	13,115	11,186	12,046	5,718	11,343	12,477	431	3.6%
5223	Liability Insurance	8,007	15,174	10,744	2,130	13,523	14,875	4,131	38.5%
5227	Advertising	-	-	1,300	650	1,650	1,650	350	26.9%
5231	Tools and Equipment	27,241	28,676	35,950	17,975	36,950	36,950	1,000	2.8%
5233	Computer Related Items	1,010	431	1,150	575	3,000	3,000	1,850	160.9%
5235	Membership Dues	600	175	750	375	1,400	1,400	650	86.7%
5236	Transportation	-	777	900	450	900	900	-	0.0%
5237	Subsistence	-	100	300	150	300	300	-	0.0%
5238	Printing and Binding	101	395	750	375	750	750	-	0.0%
5251	Pioneer Beautification	648	1,116	750	750	1,500	1,500	750	100.0%
5252	Credit Card Expenses	-	540	80	60	7,400	7,400	7,320	9150.0%
5282	City Hall Building Maintenance	4,667	7,466	10,000	5,000	10,000	10,000	-	0.0%
5283	Library Building Maintenance	9,928	13,753	18,000	9,000	18,000	18,000	-	0.0%
5284	Police Building Maintenance	2,837	4,819	3,500	5,250	10,500	10,500	7,000	200.0%
5285	Fire Building Maintenance	1,976	1,967	5,000	2,500	5,000	5,000	-	0.0%
5286	Old School Building Maintenance	622	1,042	3,000	1,500	3,000	3,000	-	0.0%
5287	Animal Control Building Maintenance	220	334	2,500	1,250	2,500	2,500	-	0.0%
5288	Old Police Building Maintenance	-	-	-	-	3,500	3,500	3,500	0.0%
5292	City Hall Motor Pool	229	596	500	350	700	700	200	40.0%
5293	Police Motor Pool	17,526	22,166	30,000	10,000	20,000	20,000	(10,000)	-33.3%
5294	Fire Motor Pool	23,703	20,366	15,500	12,500	25,000	25,000	9,500	61.3%
5601	Uniform	9,432	9,729	8,700	4,350	11,000	11,400	2,700	31.0%
5602	Safety Equipment	4,707	6,051	9,200	4,600	9,200	9,200	-	0.0%
5603	Employee Training	3,989	4,838	9,500	4,750	12,000	15,000	5,500	57.9%
5614	Car Allowance	1,216	1,620	1,900	950	1,900	1,900	-	0.0%
5815	Parks & Recreation Board	237	-	1,500	750	1,500	1,500	-	0.0%
	Total Maint. and Operations	979,242	988,623	1,164,457	651,501	1,283,084	1,306,929	142,472	12.2%
C/O and Transfers									
5990	Transfers To	131	3,589	3,576	3,576	3,576	-	(3,576)	-100.0%
	Total Others	131	3,589	3,576	3,576	3,576	-	(3,576)	-100.0%
	Total	2,558,076	2,569,646	2,892,679	1,487,953	3,023,930	3,101,720	209,041	7.2%

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0170 - PUBLIC WORKS ADMINISTRATION									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	49,450	73,171	84,876	38,042	66,556	70,075	(14,801)	-17.4%
5102	Fringe Benefits	29,848	39,541	45,330	19,769	40,256	42,683	(2,647)	-5.8%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	-	-	1,060	530	1,060	1,060	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	3,135	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	82,433	112,713	131,266	58,341	107,872	113,818	(17,448)	-13.3%
Maintenance and Operations									
5201	Office Supplies	1,253	2,139	2,200	1,100	2,200	2,200	-	0.0%
5202	Operating Supplies	2,823	1,940	3,900	1,950	3,900	3,900	-	0.0%
5207	Vehicle and Boat Maintenance	-	5,520	5,700	2,850	5,700	5,700	-	0.0%
5208	Equipment Maintenance	77	-	500	250	500	500	-	0.0%
5210	Professional Services	5,718	4,008	4,900	2,450	4,900	4,900	-	0.0%
5214	Rents & Leases	5,649	6,030	5,200	2,600	6,500	7,000	1,800	34.6%
5215	Communications	8,327	11,203	21,500	5,000	10,000	10,000	(11,500)	-53.5%
5216	Freight and Postage	-	130	1,000	500	1,000	1,000	-	0.0%
5221	Property Insurance	2,343	3,481	3,442	1,920	5,014	5,515	2,073	60.2%
5222	Auto Insurance	13,115	11,186	12,046	5,718	11,343	12,477	431	3.6%
5223	Liability Insurance	8,007	15,174	10,744	2,130	13,523	14,875	4,131	38.5%
5227	Advertising	-	-	500	250	500	500	-	0.0%
5231	Tools and Equipment	1,335	472	2,100	1,050	2,100	2,100	-	0.0%
5235	Membership Dues	155	-	100	50	500	500	400	400.0%
5236	Transportation	-	777	900	450	900	900	-	0.0%
5237	Subsistence	-	100	300	150	300	300	-	0.0%
5602	Safety Equipment	781	503	1,200	600	1,200	1,200	-	0.0%
5603	Employee Training	-	357	1,300	650	2,000	2,000	700	53.8%
	Total Maintenance and Operations	49,582	63,021	77,533	29,668	72,080	75,568	(1,965)	-2.5%
Capital Outlay and Transfers									
5990	Transfers To	131	3,589	3,576	3,576	3,576	-	(3,576)	-100.0%
	Total C/O, Transfers & Reserves	131	3,589	3,576	3,576	3,576	-	(3,576)	-100.0%
	Total	132,146	179,322	212,374	91,585	183,528	189,386	(19,413)	-9.14%

Explanation of Line Items:
5207 - ADOT oversize equipment permitting & DMV vehicle registrations
5210 - Increase due to vaccines, new hire drug testing, CDL physicals
5214 - Postage Machine, Xerox Machine

FY22/23 BUDGET NOTES:
5101 - Decrease is attributed to the reclassification of the City Engineer position
5214 - Yearly increase in costs
5235 - Increase in memberships

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0171 - GENERAL MAINTENANCE									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	161,450	153,476	147,818	72,611	148,771	152,499	4,681	3.2%
5102	Fringe Benefits	103,702	93,739	94,659	43,531	96,454	100,898	6,239	6.6%
5103	Part-time Wages	4,483	5,146	4,945	2,472	5,592	5,637	692	14.0%
5104	Part-time Benefits	625	749	687	343	665	670	(17)	-2.4%
5105	Overtime	5,598	8,246	7,617	3,809	7,617	7,617	-	0.0%
5107	Part-time Overtime	-	90	377	189	377	377	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	10,590	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	286,448	261,446	256,103	122,954	259,476	267,698	11,595	4.5%
Maintenance and Operations									
5202	Operating Supplies	5,689	4,054	6,000	3,000	6,300	6,300	300	5.0%
5203	Fuel and Lube	2,513	4,784	5,750	3,500	7,000	7,000	1,250	21.7%
5208	Equipment Maintenance	3,484	2,800	4,000	2,000	5,000	5,000	1,000	25.0%
5209	Building & Grounds Maintenance	13,296	9,341	14,500	7,250	14,500	14,500	-	0.0%
5210	Professional Services	5,143	6,165	5,500	6,250	12,500	12,500	7,000	127.3%
5217	Electricity	34,292	36,115	42,831	22,983	38,491	42,340	(491)	-1.1%
5218	Water	2,137	1,799	2,247	1,134	2,118	2,118	(129)	-5.8%
5219	Sewer	2,176	1,805	2,297	1,251	2,155	2,155	(142)	-6.2%
5220	Refuse and Disposal	1,726	1,743	2,350	1,175	2,350	2,350	-	0.0%
5231	Tools and Equipment	5,697	3,412	5,300	2,650	5,300	5,300	-	0.0%
5282	City Hall Building Maintenance	4,667	7,466	10,000	5,000	10,000	10,000	-	0.0%
5283	Library Building Maintenance	9,928	13,753	18,000	9,000	18,000	18,000	-	0.0%
5284	Police Building Maintenance	2,837	4,819	3,500	5,250	10,500	10,500	7,000	200.0%
5285	Fire Building Maintenance	1,976	1,967	5,000	2,500	5,000	5,000	-	0.0%
5286	Old School Building Maintenance	622	1,042	3,000	1,500	3,000	3,000	-	0.0%
5287	Animal Control Building Maintenance	220	334	2,500	1,250	2,500	2,500	-	0.0%
5288	Old Police Building Maintenance	-	-	-	-	3,500	3,500	3,500	0.0%
5602	Safety Equipment	3,045	3,730	5,000	2,500	5,000	5,000	-	0.0%
5603	Employee Training	-	487	3,000	1,500	3,000	6,000	3,000	100.0%
	Total Maintenance and Operations	99,450	105,617	140,774	79,693	156,213	163,062	22,287	15.8%
Total		385,898	367,063	396,877	202,647	415,689	430,760	33,883	8.54%

Explanation of Line Items:
5202 - Anti Freeze, ice melt, filters, lights, office supplies, misc. repair parts, batteries, break room supplies,
5203 - Heating Fuel/Natural Gas
5208 - Rug cleaning contract, computer/furniture/printer repairs and maintenance
5209 - All building related expenses and repairs, light bulbs, washer/dryer, electrical...
5210 - Window washing, boilers, overhead doors, fire extinguisher certs, crane inspections, plumbing repairs,
5220 - Dumpster service, etc.
5231 - Misc tools, vacuum, shovels, file cabinets
5282 thru 5288 - Maintenance funds for building repairs and service contracts to specific buildings
5602 - Misc safety PPE and equipment such as barricades, cones, vests, signs, etc.
5603 - Training for operators and/or maintenance techs

FY22 BUDGET NOTES:
5202 - Costs Increase
5208 - Increase in average costs
5282 - Annual filter changes - ionization filters need to be changed more frequently
5288 - \$3,500 added expense for maintaining old police department building (FD2)

FY23 BUDGET NOTES:

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0172 - GRAVEL ROADS									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	77,509	76,524	83,304	41,391	83,375	85,183	1,879	2.3%
5102	Fringe Benefits	46,509	43,955	48,250	22,515	49,274	51,338	3,088	6.4%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	311	1,304	1,170	548	1,170	1,170	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	4,933	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	129,262	121,784	132,724	64,454	133,818	137,691	4,968	3.7%
Maintenance and Operations									
5202	Operating Supplies	37,317	44,396	50,000	25,000	50,000	50,000	-	0.0%
5204	Chemicals	47,955	48,645	50,000	52,000	57,150	61,700	11,700	23.4%
5210	Professional Services	2,398	-	6,000	3,000	3,500	3,500	(2,500)	-41.7%
5231	Tools and Equipment	2,364	1,971	2,500	1,250	3,000	3,000	500	20.0%
	Total Maintenance and Operations	90,034	95,012	108,500	81,250	113,650	118,200	9,700	8.9%
	Total	219,296	216,796	241,224	145,704	247,468	255,891	14,668	6.08%

Explanation of Line Items:
5202 - Gravel, culverts, fabric, road fabric, storm drain system manholes and grates, etc, road signs
5204 - Calcium Chloride for erosion and dust control
5210 - Landfill charges, Surveyor
5231 - Misc Tools

FY22/23 BUDGET NOTES:
5204 - Chemicals 8% increase per year

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0173 - PAVED ROADS									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	92,140	90,525	99,617	49,460	99,711	102,031	2,414	2.4%
5102	Fringe Benefits	55,928	52,569	58,137	27,098	59,425	61,979	3,842	6.6%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	674	1,512	1,693	846	1,693	1,693	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	5,884	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	154,627	144,607	159,447	77,404	160,828	165,702	6,255	3.9%
Maintenance and Operations									
5202	Operating Supplies	29,703	30,962	36,000	25,000	40,000	40,000	4,000	11.1%
5210	Professional Services	28,134	8,705	15,000	7,500	15,000	15,000	-	0.0%
5217	Electricity	28,158	28,379	30,853	14,522	29,297	32,227	1,373	4.5%
5227	Advertising	-	-	400	200	750	750	350	87.5%
5231	Tools and Equipment	2,992	2,014	3,000	1,500	3,000	3,000	-	0.0%
	Total Maintenance and Operations	88,987	70,060	85,253	48,722	88,047	90,977	5,723	6.7%
	Total	243,613	214,667	244,700	126,126	248,875	256,679	11,979	4.90%

Explanation of Line Items:
5202 - Crack sealing material, paint, stop bars, crosswalk material, etc.
5210 - Surveying, asphalt patch, landfill services, street light repairs, etc.
5217 - Street lights with HEA, City Street lights electric bill
5227 - PSA Services
5231 - Misc. Tools

FY22/23 BUDGET NOTES:
5202 - Increase due to average spending and increased costs for street signs, cross-walk and stop bar material, and asphalt replacement, erosion control (CECSL requirements)
5227 - Increase for PSA's

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0174 - WINTER ROADS									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	106,771	104,526	115,930	57,529	116,047	118,878	2,949	2.5%
5102	Fringe Benefits	66,883	68,717	68,025	31,681	69,576	72,620	4,595	6.8%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	6	-	-	-	-	-	-	0.0%
5105	Overtime	7,798	27,036	18,175	11,646	18,175	18,175	-	0.0%
5107	Part-time Overtime	60	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	7,263	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	188,781	200,279	202,130	100,856	203,798	209,673	7,543	3.7%
Maintenance and Operations									
5202	Operating Supplies	33,416	32,762	34,000	4,000	36,000	36,000	2,000	5.9%
5204	Chemicals	50,040	50,055	52,000	52,000	56,400	60,900	8,900	17.1%
5214	Rents & Leases	2,405	7,403	15,000	10,000	15,000	15,000	-	0.0%
5231	Tools and Equipment	1,257	2,352	3,750	1,875	3,750	3,750	-	0.0%
	Total Maintenance and Operations	87,119	92,572	104,750	67,875	111,150	115,650	10,900	10.4%
	Total	275,900	292,851	306,880	168,731	314,948	325,323	18,443	6.01%

Explanation of Line Items:
 5202 - Winter Sand Pile
 5204 - Calcium Chloride for Sand Pile
 5214 - Rents & Leases - Snow hauler trucks for Pioneer/Heath
 5231 - Misc Tools and signs

FY22/23 BUDGET NOTES:
 5204 - Chemicals 8% Increase

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0175 - PARKS									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	FY23 Draft & FY21 Full-Year Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	98,725	99,651	87,344	45,028	91,419	94,472	7,129	8.2%
5102	Fringe Benefits	59,519	56,616	54,850	25,953	57,614	60,494	5,645	10.3%
5103	Part-time Wages	121,106	64,887	121,866	60,933	128,219	129,245	7,379	6.1%
5104	Part-time Benefits	16,275	8,780	15,542	7,771	14,742	14,860	(682)	-4.4%
5105	Overtime	303	3,066	1,520	760	1,520	1,520	-	0.0%
5107	Part-time Overtime	-	432	349	313	349	349	-	0.0%
5108	Unemployment Benefits	6,011	7,873	-	-	-	-	-	0.0%
5112	PERS Relief	6,278	-	-	-	-	-	-	0.0%
Total Salaries and Benefits		308,217	241,306	281,470	140,758	293,863	300,940	19,470	6.9%
Maintenance and Operations									
5202	Operating Supplies	29,418	27,432	30,000	15,000	32,000	32,000	2,000	6.7%
5203	Fuel and Lube	15,292	12,624	24,000	12,000	15,000	15,000	(9,000)	-37.5%
5208	Equipment Maintenance	216	59	500	250	500	500	-	0.0%
5209	Building & Grounds Maintenance	20,739	24,989	25,000	12,500	40,000	40,000	15,000	60.0%
5210	Professional Services	35,734	59,960	37,500	45,000	90,000	90,000	52,500	140.0%
5215	Communications	-	224	-	-	-	-	-	0.0%
5217	Electricity	11,359	10,196	12,103	5,183	11,281	12,409	306	2.5%
5218	Water	10,976	8,402	15,836	2,892	15,208	15,208	(628)	-4.0%
5219	Sewer	13,726	11,148	22,578	3,660	20,355	20,355	(2,223)	-9.8%
5220	Refuse and Disposal	-	5,067	3,000	1,500	3,000	3,000	-	0.0%
5227	Advertising	-	-	400	200	400	400	-	0.0%
5231	Tools and Equipment	3,881	3,636	3,500	1,750	4,000	4,000	500	14.3%
5235	Membership Dues	135	175	250	125	500	500	250	100.0%
5251	Pioneer Beautification	648	1,116	750	750	1,500	1,500	750	100.0%
5252	Credit Card Expenses	-	540	80	60	7,400	7,400	7,320	9150.0%
5601	Uniform	236	720	1,000	500	3,000	3,000	2,000	200.0%
5603	Employee Training	1,006	668	1,000	500	1,500	1,500	500	50.0%
5815	Parks & Recreation Board	237	-	1,500	750	1,500	1,500	-	0.0%
Total Maintenance and Operations		143,604	166,958	178,997	102,619	247,144	248,273	69,276	38.7%
Total		451,820	408,264	460,467	243,377	541,008	549,213	88,746	19.27%

Explanation of Line Items:
5202 - Toilet Paper, trash can liners, gloves, cleaning supplies, much misc.
5203 - Natural gas for building heat
5208 - Misc costs for mowers, weed eaters, etc.
5209 - Paint, Picnic Tables, Playground Parts, Wood Chips, General Building Repairs & Maint., Landscaping
5210 - Pumping of Vault Toilets, Rental Services of Port a Potties, Snow Removal at cemetery
5231 - Misc Tools
5251 - Potting Soil, seeds, etc.
5601 - Misc boots, raingear, PPE
5603 - Periodic Training
5815 - PARCAC allocation

FY22/23 BUDGET NOTES:
5202 - Increased frequency and quality of sanitation and service.
5209 - Increase in maintenance. Beautification, campgrounds, picnic tables, fences, signs, and turf.
5210 - Increase to reflect usage of portable restrooms & handwash stations, as well as camp host stipends.
5231 - Anticipated tools needed in parks (powertools, shop vac, playground specific tools).
5235 - Increase for ARPA, NRPA, AK Trails
5251 - Materials for flower bed repair and placement
5252 - Increase due to installation of new credit card terminals at campgrounds

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0176 - MOTOR POOL									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	84,961	100,626	118,479	58,589	126,000	129,105	10,625	9.0%
5102	Fringe Benefits	60,949	62,430	72,120	33,330	76,038	79,449	7,329	10.2%
5103	Part-time Wages	5,941	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	737	-	-	-	-	-	-	0.0%
5105	Overtime	2,237	2,172	2,194	1,097	2,194	2,338	144	6.6%
5107	Part-time Overtime	39	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	5,528	-	-	-	-	-	-	0.0%
Total Salaries and Benefits		160,392	165,228	192,793	93,015	204,232	210,892	18,099	9.4%
Maintenance and Operations									
5202	Operating Supplies	36	2,888	2,000	1,000	2,000	2,000	-	0.0%
5203	Fuel and Lube	58,363	62,039	100,000	50,000	100,000	100,000	-	0.0%
5207	Vehicle and Boat Maintenance	245,490	218,900	235,000	117,500	250,000	250,000	15,000	6.4%
5210	Professional Services	6,095	900	2,000	1,000	2,000	2,000	-	0.0%
5231	Tools and Equipment	8,381	13,767	14,000	7,000	14,000	14,000	-	0.0%
5292	City Hall Motor Pool	229	596	500	350	700	700	200	40.0%
5293	Police Motor Pool	17,526	22,166	30,000	10,000	20,000	20,000	(10,000)	-33.3%
5294	Fire Motor Pool	23,703	20,366	15,500	12,500	25,000	25,000	9,500	61.3%
5601	Uniform	9,196	9,009	7,700	3,850	8,000	8,400	700	9.1%
5602	Safety Equipment	367	791	1,500	750	1,500	1,500	-	0.0%
5603	Employee Training	2,983	2,721	3,500	1,750	3,500	3,500	-	0.0%
Total Maintenance and Operations		372,368	354,142	411,700	205,700	426,700	427,100	15,400	3.7%
Total		532,760	519,371	604,493	298,715	630,932	637,992	33,499	5.54%

Explanation of Line Items:
5202 - Admin and Office Supplies, Digital Service Manuals and Software Support
5203 - Vehicle & Heavy Equipment Gasoline & Diesel
5207 - All repairs to vehicles and heavy equipment
5210 - Lift Crane Inspections, misc professional services
5231 - Misc and Special Tools
5601 - Flame retardant coveralls and laundry service
5602- Misc Safety equipment and PPE
5603 - Periodic training, especially Fire Dept Vehicle Certifications

FY22/23 BUDGET NOTES:
5207 - Increased expenses, aging fleet
5601 - Contractual service agreement increases

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND										
DEPT 0177 - ENGINEERING INSPECTION										
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between		
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	FY23 Draft & FY21 Full-Year Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits										
5101	Salary and Wages	72,163	92,540	104,392	48,100	99,259	103,458	(934)	-0.9%	
5102	Fringe Benefits	49,291	54,728	62,202	27,588	61,543	64,924	2,722	4.4%	
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%	
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%	
5105	Overtime	-	76	-	-	-	-	-	0.0%	
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%	
5112	PERS Relief	4,575	-	-	-	-	-	-	0.0%	
	Total Salaries and Benefits	126,028	147,344	166,594	75,688	160,802	168,382	1,788	1.1%	
Maintenance and Operations										
5201	Office Supplies	407	204	1,750	875	1,750	1,750	-	0.0%	
5202	Operating Supplies	649	268	1,500	750	1,500	1,500	-	0.0%	
5210	Professional Services	2,159	700	3,500	1,750	3,500	3,500	-	0.0%	
5213	Survey and Appraisal	1,260	185	3,000	1,500	3,000	3,000	-	0.0%	
5231	Tools and Equipment	599	353	800	400	800	800	-	0.0%	
5233	Computer Related Items	1,010	431	1,150	575	3,000	3,000	1,850	160.9%	
5235	Membership Dues	310	-	400	200	400	400	-	0.0%	
5238	Printing and Binding	101	395	750	375	750	750	-	0.0%	
5602	Safety Equipment	-	54	750	375	750	750	-	0.0%	
5603	Employee Training	-	604	700	350	2,000	2,000	1,300	185.7%	
	Total Maintenance and Operations	6,494	3,194	14,300	7,150	17,450	17,450	3,150	22.0%	
	Total	132,523	150,538	180,894	82,838	178,252	185,832	4,938	2.73%	

Explanation of Line Items:
5210 - Periodic Engineering Services for small jobs or analysis, periodic advertising
5213 - Survey & Appraisals for periodic small projects

FY22 BUDGET NOTES:

FY23 BUDGET NOTES:

City of Homer
FY22/23 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0178 - JANITORIAL									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	65,459	95,660	99,627	51,220	104,603	107,224	7,598	7.6%
5102	Fringe Benefits	57,877	66,354	80,462	37,172	84,854	89,144	8,682	10.8%
5103	Part-time Wages	-	15,333	13,013	6,507	13,013	13,118	104	0.8%
5104	Part-time Benefits	-	2,128	1,658	829	1,496	1,508	(151)	-9.1%
5105	Overtime	10,795	3,254	6,280	3,140	7,535	7,922	1,642	26.1%
5107	Part-time Overtime	-	-	1,079	539	1,079	1,079	-	0.0%
5108	Unemployment Benefits	3,551	-	-	-	-	-	-	0.0%
5112	PERS Relief	4,834	-	-	-	-	-	-	0.0%
Total Salaries and Benefits		142,515	182,729	202,119	99,407	212,579	219,994	17,875	8.8%
Maintenance and Operations									
5202	Operating Supplies	17,560	14,628	14,000	9,500	19,000	19,000	5,000	35.7%
5208	Equipment Maintenance	83	436	3,000	1,500	3,000	3,000	-	0.0%
5210	Professional Services	21,497	19,690	22,000	16,000	25,000	25,000	3,000	13.6%
5231	Tools and Equipment	734	699	1,000	500	1,000	1,000	-	0.0%
5602	Safety Equipment	515	973	750	375	750	750	-	0.0%
5614	Car Allowance	1,216	1,620	1,900	950	1,900	1,900	-	0.0%
Total Maintenance and Operations		41,605	38,047	42,650	28,825	50,650	50,650	8,000	18.8%
Total		184,120	220,775	244,769	128,232	263,229	270,644	25,875	10.57%

Explanation of Line Items:
5202 - Toilet Paper & Towel Products, cleaners, vacuum bags, trash bags, mop heads, rags, all cleaning supplies
5208 - Repairs and purchase of vacuums, other items
5210 - Carpet and Window Cleaning at Airport, City Hall, HPD, PW, Library, P/H, Upholstery Cleaning
5236 - Mileage reimbursement to Janitors for personal vehicle use
5602- PPE, gloves, dust masks, etc.

FY22/23 BUDGET NOTES:
5202 - Increased operational expenses due to Covid

City of Homer
FY22/23 Operating Budget



SPECIAL REVENUE FUNDS

A **Special Revenue Fund** is established to finance particular activities and is created out of receipts of specific taxes or other designated revenues. Such funds are authorized by statutory provisions to pay for certain activities with some form of continuing revenue.

Utility Fund Components

- **WATER & SEWER:** This fund accounts for operations of the water and sewer system. User charges (water and sewer bills) are designed to recover cost of operation and maintenance of the system, exclusive of depreciation and major capital improvements.
 - **Water Fund:**
 - Administration (200-0400)
 - Water Treatment Plant Operation (200-0401)
 - Water Treatment Plant Testing (200-0402)
 - Water Pump Station (200-0403)
 - Water Distribution System (200-0404)
 - Water Reservoir (200-0405)
 - Water Meters (200-0406)
 - Water Hydrants (200-0407)
 - **Sewer Fund:**
 - Administration (200-0500)
 - Sewer Plant Operations (200-0501)
 - Sewer Testing (200-0502)
 - Sewer Pumps/Lift Station (200-0503)
 - Sewer Collection System (200-0504)

City of Homer
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Utility Fund Components Cont.:

- **HAWSP (Homer Accelerated Water/Sewer Projects):** This Fund collects one sixth of total Sales Tax Revenues received by the City of Homer. New infrastructure is completed through this fund. SAD's (Special Assessment District's) are set up when appropriate where the customer is responsible for a portion of the cost to have water/sewer lines extended on their behalf. A loan is taken out through Alaska Clean Water/Drinking Water through the ADEC. Low interest rates are obtained and the same rates and payment periods are passed onto our customers.

- **WATER & SEWER CAPITAL ASSET REPAIR AND MAINTENANCE ALLOWANCE (CARMA):** This Fund is used to put resources aside for the replacement and repair of fixed assets. Two separate accounts are maintained for depreciation reserves for the Utility Fund, one is for Water Infrastructure and one is for Sewer Infrastructure. Transfers are made annually through the budget process.

- **WATER & SEWER PROJECTS:** This Fund is used as a pass-through fund. All projects that are Water / Sewer related that any kind of funding is to be received for have to be maintained separately for accounting purposes. This account allows for segregation of projects for reporting purposes. Designated internal sources for these projects could be either from HAWSP or CARMA.

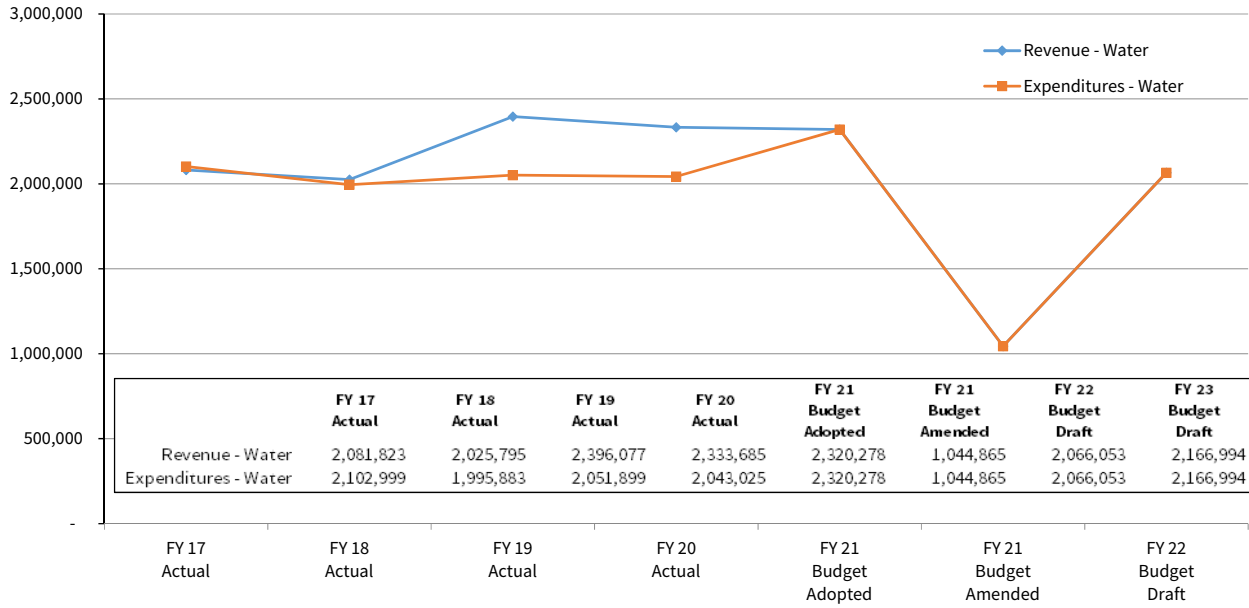
City of Homer
FY22/23 Operating Budget

Utility Special Revenue Funds - All Funds Combined				
FY 22				
	Water & Sewer Special Revenue Fund	Water & Sewer Depreciation Reserve	HAWSP (Homer Accelerated Water/Sewer Proj.)	Total Utility Fund
	200	256	205	
Revenue				
Sales Tax			1,469,398	
Assessment Revenue			481,370	
Total Operating Revenue	<u>3,590,629</u>		<u>1,950,768</u>	<u>5,541,397</u>
Operating Expenses before Depreciation:				
Personnel	1,757,221			1,757,221
Operations & Maintenance	1,365,589	1,092,748	884,536	3,342,873
Debt Service (Prin. & Int.)			989,387	989,387
Other Charges (Administrative Costs)	588,359			588,359
Total Operating Expenses	<u>3,711,169</u>	<u>1,092,748</u>	<u>1,873,923</u>	<u>6,677,840</u>
Earnings from Operations	(120,541)	(1,092,748)	76,845	(1,136,444)
Total Non - Operating Revenue	215,597			215,597
Earnings before transfers	95,056	(1,092,748)	76,845	(920,847)
Reserves (Fund 256)				0
Repayment of Energy Fund	(12,867)			(12,867)
Health Insurance	(164)			(164)
PW Maintenance (Direct)	(10,000)			(10,000)
Leave Cash Out Bank	(72,026)			(72,026)
Change in Net Assets	(0)	(1,092,748)	76,845	(1,015,903)

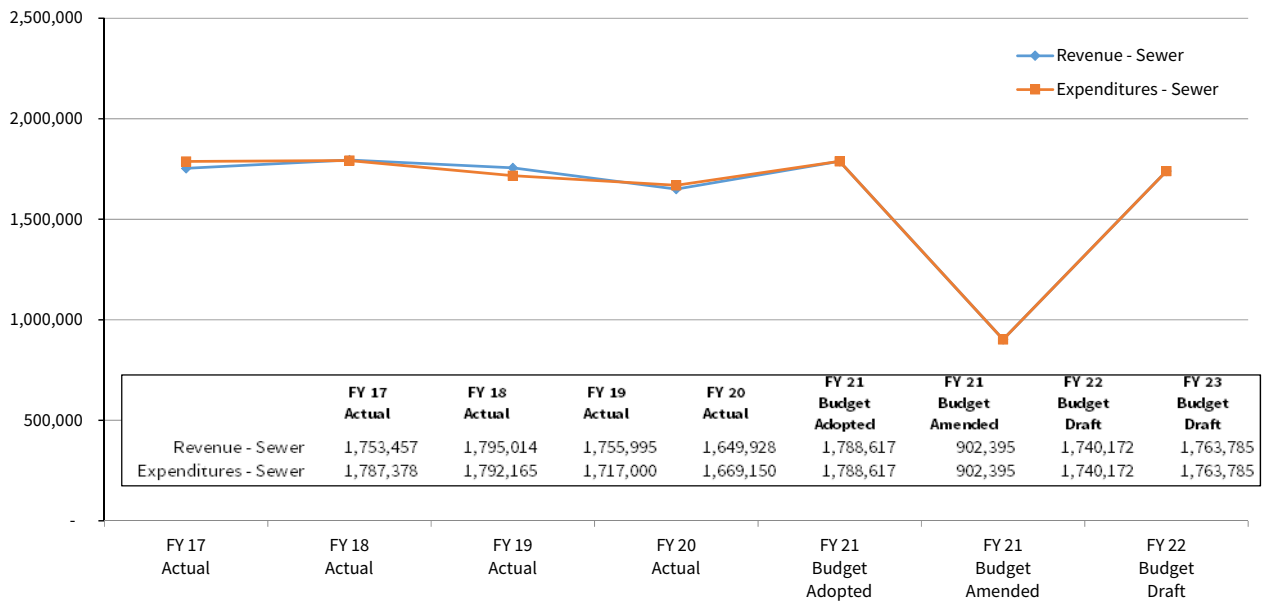
Utility Special Revenue Funds - All Funds Combined				
FY 23				
	Water & Sewer Special Revenue Fund	Water & Sewer Depreciation Reserve	HAWSP (Homer Accelerated Water/Sewer Proj.)	Total Utility Fund
	200	256	205	
Revenue				
Sales Tax			1,517,889	
Assessment Revenue			481,370	
Total Operating Revenue	<u>3,589,367</u>		<u>1,999,259</u>	<u>5,588,626</u>
Operating Expenses before Depreciation:				
Personnel	1,823,671			1,823,671
Operations & Maintenance	1,401,571			1,401,571
Debt Service (Prin. & Int.)			977,981	977,981
Other Charges (Administrative Costs)	605,719			605,719
Total Operating Expenses	<u>3,830,961</u>	<u>0</u>	<u>977,981</u>	<u>4,808,942</u>
Earnings from Operations	(241,594)	0	1,021,278	779,685
Total Non - Operating Revenue	341,412			341,412
Earnings before transfers	99,819	0	1,021,278	1,121,097
Reserves (Fund 256)				0
Repayment of Energy Fund	(12,867)			(12,867)
Health Insurance	(197)			(197)
PW Maintenance (Direct)	(10,000)			(10,000)
Leave Cash Out Bank	(76,755)			(76,755)
Change in Net Assets	(0)	0	1,021,278	1,021,278

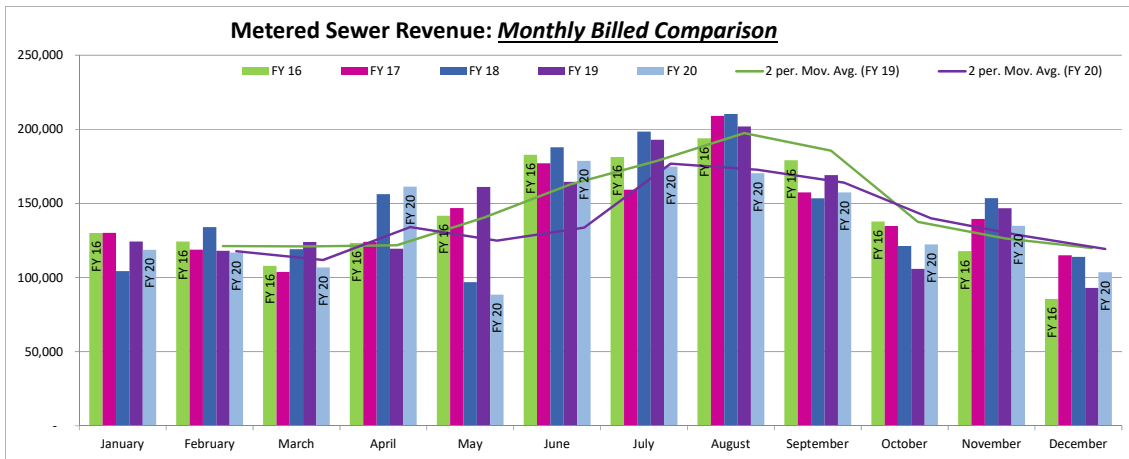
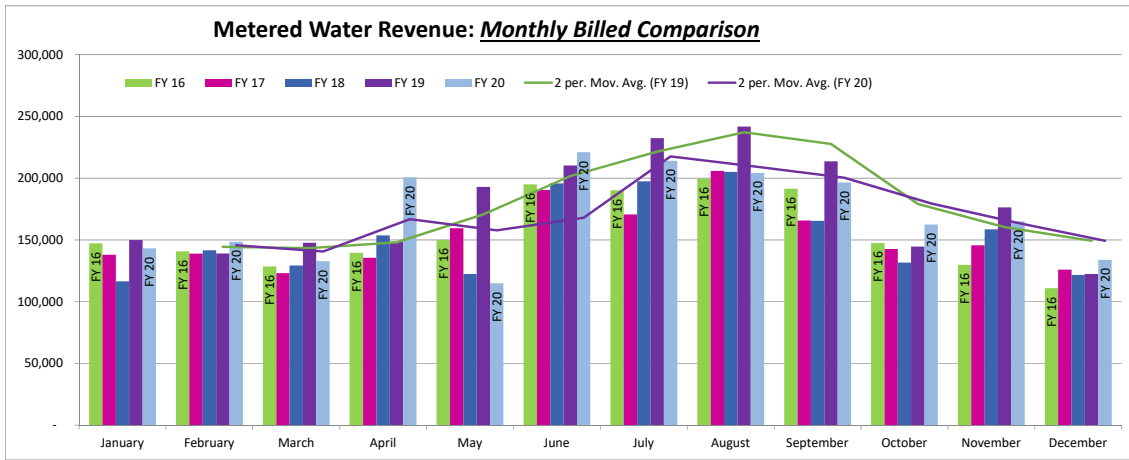
**City of Homer
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**Utility Fund - WATER
Revenues & Expenses**



**Utility Fund - SEWER
Revenues & Expenses**





City of Homer
FY22/23 Operating Budget

FUND 200 UTILITY FUND COMBINED STATEMENT						
	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT
	1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23
	ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET
Operating Revenues:						
Water Revenue	2,183,712	2,105,729	2,168,670	913,464	1,828,364	1,834,685
Sewer Revenue	1,755,995	1,649,928	1,788,617	874,327	1,762,264	1,754,682
Total Operating Revenue:	<u>3,939,707</u>	<u>3,755,657</u>	<u>3,957,287</u>	<u>1,787,792</u>	<u>3,590,629</u>	<u>3,589,367</u>
Operating Expenses:						
Personnel (W/O PERS Relief)	1,669,003	1,768,092	1,861,581	857,617	1,757,221	1,823,671
PERS Relief	66,929	87,144	0	0	0	0
Operations & Maintenance	1,201,678	1,179,268	1,388,924	756,400	1,365,589	1,401,571
Administrative Fees (to GF)	517,046	524,290	545,069	303,634	588,359	605,719
Total Operating Expenses	<u>3,454,655</u>	<u>3,558,794</u>	<u>3,795,574</u>	<u>1,917,651</u>	<u>3,711,169</u>	<u>3,830,961</u>
Operating Income (Loss) From Operations	<u>485,052</u>	<u>196,863</u>	<u>161,712</u>	<u>(129,859)</u>	<u>(120,541)</u>	<u>(241,594)</u>
Total Non - Operating Revenue	279,295	315,100	151,608	159,468	215,597	341,412
Earnings before contributions & transfers	<u>764,347</u>	<u>511,963</u>	<u>313,320</u>	<u>29,609</u>	<u>95,056</u>	<u>99,819</u>
<i>Reserves</i>	239,416	96,096	260,664	0	0	0
<i>Repayment of Energy Fund</i>	33,398	26,338	12,867	12,867	12,867	12,867
<i>Health Insurance</i>	16,571	137	481	625	164	197
<i>PW Maintenance (Direct)</i>	10,000	10,000	10,000	0	10,000	10,000
<i>Leave Cash Out Bank</i>	14,859	20,810	29,309	16,117	72,026	76,755
<i>Transfer to HAWSP</i>	3,101,082	0	0	0	0	0
Beginning Net Assets	3,325,819	673,608	1,032,190	1,032,190	1,032,190	1,032,191
Change in Net Assets	<u>(2,652,211)</u>	<u>358,582</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ending Net Assets	<u>673,608</u>	<u>1,032,190</u>	<u>1,032,190</u>	<u>1,032,190</u>	<u>1,032,191</u>	<u>1,032,191</u>

City of Homer
FY22/23 Operating Budget

FUND 200									
REVENUE DETAIL BY LINE ITEM									
Sorted by Type									
A/C Num.	Revenue Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	FULL-YEAR 1/1/21 - 12/31/21	TRUNCATED 1/1/21 - 6/30/21	DRAFT 7/1/21 - 6/30/22	DRAFT 7/1/22 - 6/30/23	FY23 Draft & FY21 Full-Year Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Water Revenue									
Operating Revenue:									
	Metered Sales	2,135,044	2,050,024	2,128,787	889,662	1,779,324	1,779,324	(349,463)	-16.4%
4661	Connection Fees	17,738	17,655	17,032	9,125	17,211	16,911	(121)	-0.7%
4662	Services & Meters	30,931	38,050	22,850	14,677	31,829	38,450	15,600	68.3%
Total Operating Revenue		2,183,712	2,105,729	2,168,670	913,464	1,828,364	1,834,685	(333,985)	-15.4%
Non- Operating Revenue									
4801	Interest on Investments	105,161	127,748	36,968	57,957	89,573	84,500	47,532	128.6%
4802	Penalty & Interest (Utilities)	6,855	579	6,207	2,398	5,065	2,487	(3,720)	-59.9%
4527	PERS Revenue	38,101	-	-	-	-	-	-	0.0%
4902	Other Revenue	-	-	-	-	-	-	-	0.0%
4992	Transfer from GF	100,350	99,629	108,433	45,673	91,418	91,734	(16,699)	-15.4%
Total Non-Operating Revenue		250,467	227,956	151,608	106,029	186,056	178,721	27,113	17.9%
Total Water Revenue		2,434,179	2,333,685	2,320,278	1,019,493	2,014,420	2,013,406	(306,871)	-13.2%
Total Water Revenues (W/O PERS Relief)		2,396,077	2,333,685	2,320,278	1,019,493	2,014,420	2,013,406	(306,871)	-13.2%
Sewer Revenue									
Operating Revenue									
	Metered Sales	1,721,738	1,635,120	1,755,805	865,185	1,731,174	1,731,174	(24,631)	-1.4%
4619	Inspection Fees	-	-	-	-	-	-	-	0.0%
4662	Services & Meters	28,173	8,845	26,656	7,837	25,515	17,522	(9,134)	-34.3%
4701	RV Dump Station	6,084	5,964	6,156	1,305	5,575	5,986	(170)	-2.8%
4902	Other	-	-	-	-	-	-	-	0.0%
Total Operating Revenue		1,755,995	1,649,928	1,788,617	874,327	1,762,264	1,754,682	(33,935)	-1.9%
Non- Operating Revenue									
4527	PERS Revenue	28,828	-	-	-	-	-	-	0.0%
Total Non-Operating Revenue		28,828	-	-	-	-	-	-	0.0%
Total Sewer Revenue		1,784,823	1,649,928	1,788,617	874,327	1,762,264	1,754,682	(33,935)	-1.9%
Total Sewer Revenues (W/O PERS Relief)		1,755,995	1,649,928	1,788,617	874,327	1,762,264	1,754,682	(33,935)	-1.9%
Total Transfer from Fund Balance		-	-	-	53,439	29,541	162,691	162,691	0.0%
Total Operating Revenue		3,939,707	3,755,657	3,957,287	1,787,792	3,590,629	3,589,367	(367,920)	-9.3%
Total Non-Operating Revenue		279,295	227,956	151,608	159,468	215,597	341,412	189,805	125.2%
Total Water & Sewer Revenues		4,219,002	3,983,613	4,108,895	1,947,259	3,806,225	3,930,779	(178,115)	-4.3%
Total Water & Sewer Revenues (W/O PERS Relief)		4,152,073	3,983,613	4,108,895	1,947,259	3,806,225	3,930,779	(178,115)	-4.3%

FY22 Budget Notes:
Metered Sales - Based on 2019 usage and applying rates adopted in 2020. These rates were derived using the Water Sewer Rate Model.

FY23 Budget Notes:
Metered Sales - Match FY22

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FUND 200 - UTILITY FUND		WATER COMBINED EXPENDITURES							
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	542,757	562,408	620,652	284,204	562,462	581,145	(39,507)	-6.4%
5102	Fringe Benefits	345,883	337,094	363,966	160,956	354,505	372,303	8,337	2.3%
5103	Part-time Wages	1,371	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	170	-	-	-	-	-	-	0.0%
5105	Overtime	34,782	35,796	41,019	21,153	42,453	42,662	1,643	4.0%
5107	Part-time Overtime	9	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	972	2,916	-	-	-	-	-	0.0%
5112	PERS Relief	38,101	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	964,045	938,214	1,025,637	466,314	959,420	996,109	(29,528)	-2.9%
Maintenance and Operations									
5201	Office Supplies	(698)	1,027	1,750	875	1,750	1,750	-	0.0%
5202	Operating Supplies	151,448	89,034	126,250	65,625	133,750	133,750	7,500	5.9%
5203	Fuel and Lube	21,894	28,297	26,600	15,300	26,600	26,600	-	0.0%
5204	Chemicals	116,335	127,941	160,000	80,000	135,000	150,000	(10,000)	-6.3%
5207	Vehicle and Boat Maintenance	472	249	500	250	500	500	-	0.0%
5208	Equipment Maintenance	37,423	33,571	33,550	20,575	40,350	40,350	6,800	20.3%
5209	Building & Grounds Maintenance	5,701	6,489	7,700	3,850	7,700	7,700	-	0.0%
5210	Professional Services	54,617	59,936	47,500	36,250	65,500	77,500	30,000	63.2%
5211	Audit Services	17,121	7,027	17,469	17,469	18,343	19,260	1,791	10.3%
5213	Survey and Appraisal	1,100	1,150	1,200	600	1,200	1,200	-	0.0%
5215	Communications	8,937	13,086	8,000	5,000	9,000	9,000	1,000	12.5%
5216	Freight and Postage	70	417	500	250	500	500	-	0.0%
5217	Electricity	175,988	201,163	219,077	97,612	190,434	209,477	(9,600)	-4.4%
5221	Property Insurance	11,705	14,088	13,936	7,768	8,276	9,104	(4,833)	-34.7%
5222	Auto Insurance	10,531	11,186	12,046	5,718	11,343	12,477	431	3.6%
5223	Liability Insurance	1,526	1,519	3,364	1,620	5,207	5,728	2,364	70.3%
5226	Testing and Analysis	12,526	16,459	17,000	8,500	17,000	17,000	-	0.0%
5227	Advertising	1,083	-	750	375	1,000	1,000	250	33.3%
5231	Tools and Equipment	10,417	8,563	8,400	4,200	9,400	9,400	1,000	11.9%
5233	Computer Related Items	74	-	750	375	750	750	-	0.0%
5234	Record and Permits	150	150	250	125	250	250	-	0.0%
5235	Membership Dues	588	944	1,000	500	1,000	1,000	-	0.0%
5236	Transportation	961	-	800	400	800	800	-	0.0%
5237	Subsistence	419	35	350	175	750	750	400	114.3%
5252	Credit Card Expenses	17,128	17,868	25,000	12,500	25,000	25,000	-	0.0%
5602	Safety Equipment	1,793	1,331	1,700	850	1,900	1,900	200	11.8%
5603	Employee Training	5,783	1,051	5,200	2,600	5,200	5,200	-	0.0%
5606	Bad Debt Expenses	13,455	576	12,000	6,000	12,000	12,000	-	0.0%
	Total Maint. and Operations	678,546	643,156	752,643	395,361	730,503	779,946	27,303	3.6%
C/O and Transfers									
5106	Leave Cash Out	7,089	9,930	14,207	7,875	57,790	63,736	49,529	348.6%
5241	GF Admin Fees	290,905	292,014	303,587	162,101	300,383	309,228	5,640	1.9%
5990	Transfers To	111,314	99,182	224,204	13,214	17,957	17,976	(206,228)	-92.0%
	Total Others	409,308	401,127	541,998	183,190	376,131	390,939	(151,059)	-27.9%
Total		2,051,899	1,982,496	2,320,278	1,044,865	2,066,053	2,166,994	(153,284)	-6.6%

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FUND 200 - UTILITY FUND SEWER COMBINED EXPENDITURES		FY19	FY20	FY21	FY21	FY22	FY23	Difference Between	
A/C Num.	Expenditure Categories & Descriptions	1/1/19 -	1/1/20 -	FULL-YEAR	TRUNCATED	DRAFT	DRAFT	FY23 Draft & FY21	
		12/31/19	12/31/20	1/1/21 -	1/1/21 -	7/1/21 -	7/1/22 -	Full-Year Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	435,882	478,916	504,076	239,560	470,280	485,601	(18,475)	-3.7%
5102	Fringe Benefits	274,623	279,241	293,270	132,650	289,686	304,011	10,740	3.7%
5103	Part-time Wages	10,739	11,003	13,550	6,775	12,842	12,945	(605)	-4.5%
5104	Part-time Benefits	1,290	1,296	1,793	897	1,558	1,571	(223)	-12.4%
5105	Overtime	18,860	28,023	23,254	11,422	23,434	23,434	180	0.8%
5107	Part-time Overtime	574	477	-	-	-	-	-	0.0%
5108	Unemployment Benefits	1,090	4,326	-	-	-	-	-	0.0%
5112	PERS Relief	28,828	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	771,886	803,281	835,944	391,304	797,801	827,562	(8,383)	-1.0%
Maintenance and Operations									
5201	Office Supplies	395	537	1,100	550	1,100	1,100	-	0.0%
5202	Operating Supplies	25,617	22,395	50,900	25,450	51,300	51,300	400	0.8%
5203	Fuel and Lube	25,322	28,734	25,000	15,000	25,000	25,000	-	0.0%
5204	Chemicals	52,761	52,942	55,000	27,500	55,000	55,000	-	0.0%
5207	Vehicle and Boat Maintenance	398	145	250	125	250	250	-	0.0%
5208	Equipment Maintenance	41,798	41,416	39,400	19,700	39,400	39,400	-	0.0%
5209	Building & Grounds Maintenance	3,685	2,875	3,800	1,900	3,800	3,800	-	0.0%
5210	Professional Services	20,951	27,332	85,859	88,544	95,259	52,700	(33,159)	-38.6%
5211	Audit Services	17,121	6,714	17,469	17,469	18,343	19,260	1,791	10.3%
5215	Communications	4,778	5,448	5,500	2,750	5,500	5,500	-	0.0%
5216	Freight and Postage	354	272	350	250	500	500	150	42.9%
5217	Electricity	260,135	279,496	270,069	125,869	255,627	281,190	11,121	4.1%
5218	Water	640	701	612	387	560	560	(52)	-8.5%
5219	Sewer	532	599	522	345	444	444	(78)	-15.0%
5221	Property Insurance	6,769	8,670	8,587	4,776	10,822	11,904	3,317	38.6%
5222	Auto Insurance	10,531	11,186	12,046	5,718	11,343	12,477	431	3.6%
5223	Liability Insurance	1,357	1,174	2,992	1,256	4,014	4,415	1,423	47.6%
5226	Testing and Analysis	2,012	6,900	6,500	3,250	6,500	6,500	-	0.0%
5227	Advertising	-	364	1,250	625	1,250	1,250	-	0.0%
5231	Tools and Equipment	4,681	4,397	4,800	2,400	4,800	4,800	-	0.0%
5234	Record and Permits	7,920	7,920	8,075	8,075	8,075	8,075	-	0.0%
5235	Membership Dues	444	300	700	350	700	700	-	0.0%
5236	Transportation	1,193	64	1,000	500	1,000	1,000	-	0.0%
5237	Subsistence	960	833	1,000	500	1,000	1,000	-	0.0%
5252	Credit Card Expenses	17,128	17,868	20,000	1,000	20,000	20,000	-	0.0%
5601	Uniform	80	212	350	175	350	350	-	0.0%
5602	Safety Equipment	1,318	2,512	2,650	1,325	2,650	2,650	-	0.0%
5603	Employee Training	7,997	4,348	8,000	4,000	8,000	8,000	-	0.0%
5606	Bad Debt Expenses	6,254	(3,851)	2,500	1,250	2,500	2,500	-	0.0%
	Total Maint. and Operations	523,132	532,502	636,282	361,038	635,087	621,625	(14,656)	-2.3%
C/O and Transfers									
5106	Leave Cash Out	7,770	10,880	15,102	8,242	14,236	13,020	(2,082)	-13.8%
5241	GF Admin Fees	226,141	232,276	241,482	141,533	287,977	296,491	55,010	22.8%
5990	Transfers To	188,071	33,389	59,808	278	5,073	5,088	(54,720)	-91.5%
	Total Others	421,982	276,544	316,391	150,053	307,285	314,598	(1,793)	-0.6%
Total		1,717,000	1,612,328	1,788,617	902,395	1,740,172	1,763,785	(24,832)	-1.4%

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FUND 200 - UTILITY FUND									
DEPT 0400 - WATER SYSTEM ADMINISTRATION									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between	
		1/1/19 -	1/1/20 -	1/1/21 -	1/1/21 -	7/1/21 -	7/1/22 -	FY23 Draft & FY21	
		12/31/19	12/31/20	12/31/21	6/30/21	6/30/22	6/30/23	Full-Year Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	61,972	62,008	68,340	32,105	60,757	63,607	(4,733)	-6.9%
5102	Fringe Benefits	34,383	33,884	37,714	16,959	35,944	37,985	271	0.7%
5103	Part-time Wages	1,371	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	170	-	-	-	-	-	-	0.0%
5105	Overtime	310	131	355	178	355	355	-	0.0%
5107	Part-time Overtime	9	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	648	-	-	-	-	-	0.0%
5112	PERS Relief	5,438	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	103,653	96,672	106,409	49,242	97,057	101,947	(4,462)	-4.2%
Maintenance and Operations									
5201	Office Supplies	(698)	1,027	1,750	875	1,750	1,750	-	0.0%
5202	Operating Supplies	14	174	750	375	750	750	-	0.0%
5208	Equipment Maintenance	-	-	250	125	250	250	-	0.0%
5210	Professional Services	6,349	4,378	4,500	2,250	4,500	4,500	-	0.0%
5211	Audit Services	17,121	7,027	17,469	17,469	18,343	19,260	1,791	10.3%
5215	Communications	8,937	13,086	8,000	5,000	9,000	9,000	1,000	12.5%
5216	Freight and Postage	70	417	500	250	500	500	-	0.0%
5221	Property Insurance	11,705	14,088	13,936	7,768	8,276	9,104	(4,833)	-34.7%
5222	Auto Insurance	10,531	11,186	12,046	5,718	11,343	12,477	431	3.6%
5223	Liability Insurance	1,526	1,519	3,364	1,620	5,207	5,728	2,364	70.3%
5227	Advertising	1,083	-	750	375	1,000	1,000	250	33.3%
5231	Tools and Equipment	87	457	900	450	900	900	-	0.0%
5233	Computer Related Items	74	-	750	375	750	750	-	0.0%
5234	Record and Permits	150	150	250	125	250	250	-	0.0%
5235	Membership Dues	588	944	1,000	500	1,000	1,000	-	0.0%
5236	Transportation	961	-	800	400	800	800	-	0.0%
5237	Subsistence	419	35	350	175	750	750	400	114.3%
5252	Credit Card Expenses	17,128	17,868	25,000	12,500	25,000	25,000	-	0.0%
5602	Safety Equipment	1,151	730	900	450	1,100	1,100	200	22.2%
5603	Employee Training	1,399	812	1,500	750	1,500	1,500	-	0.0%
5606	Bad Debt Expenses	13,455	576	12,000	6,000	12,000	12,000	-	0.0%
	Total Maintenance and Operations	92,050	74,474	106,766	63,550	104,969	108,369	1,603	1.5%
Capital Outlay and Transfers									
	<i>Transfer to Reserves</i>	84,252	81,240	206,071	-	-	-	(206,071)	-100.0%
	<i>Transfer to Reserves for Energy Project Repay</i>	12,398	12,398	12,398	12,398	12,398	12,398	-	
	<i>Transfer to Revolving Energy Fund</i>	469	469	469	469	469	469	-	
	<i>Transfer to GF PW Maint. (Direct)</i>	5,000	5,000	5,000	-	5,000	5,000	-	
	<i>Transfer to Health Insurance Fund</i>	9,195	76	267	347	91	109	-	
	Total C/O, Transfers & Reserves	111,314	99,182	224,204	13,214	17,957	17,976	(206,228)	-92.0%
Others									
5106	Leave Cash Out	7,089	9,930	14,207	7,875	57,790	63,736	49,529	348.6%
5241	GF Admin Fees	290,905	292,014	303,587	162,101	300,383	309,228	5,640	1.9%
	Total Others	297,994	301,944	317,794	169,976	358,173	372,963	55,169	17.4%
	Total	605,011	572,272	755,173	295,981	578,156	601,255	(2,859)	-0.38%

FY22/23 Budget Notes
5227 - Increase in PSA messaging cost
5237 - Per Diem for two operator for training/travel
5602 - Increase expenses due to Covid

City of Homer
FY22/23 Operating Budget

FUND 200 - UTILITY FUND									
DEPT 0401 - WATER TREATMENT PLANT									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	165,467	185,216	187,170	91,005	170,324	176,246	(10,924)	-5.8%
5102	Fringe Benefits	105,633	107,777	109,391	50,153	106,876	112,317	2,926	2.7%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	17,658	18,988	15,235	8,338	16,314	16,475	1,239	8.1%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	972	2,268	-	-	-	-	-	0.0%
5112	PERS Relief	11,609	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	301,338	314,249	311,797	149,496	293,515	305,038	(6,759)	-2.2%
Maintenance and Operations									
5202	Operating Supplies	10,642	8,156	10,000	5,000	10,000	10,000	-	0.0%
5203	Fuel and Lube	21,621	27,631	26,000	15,000	26,000	26,000	-	0.0%
5204	Chemicals	116,335	127,941	160,000	80,000	135,000	150,000	(10,000)	-6.3%
5207	Vehicle and Boat Maintenance	472	249	500	250	500	500	-	0.0%
5208	Equipment Maintenance	23,056	17,290	23,000	11,500	23,000	23,000	-	0.0%
5209	Building & Grounds Maintenance	3,013	3,033	3,000	1,500	3,000	3,000	-	0.0%
5210	Professional Services	22,296	26,665	25,000	25,000	30,000	30,000	5,000	20.0%
5217	Electricity	86,986	88,873	102,689	45,917	93,124	102,436	(253)	-0.2%
5603	Employee Training	2,913	239	2,500	1,250	2,500	2,500	-	0.0%
	Total Maintenance and Operations	287,335	300,076	352,689	185,417	323,124	347,436	(5,253)	-1.5%
	Total	588,673	614,325	664,486	334,913	616,638	652,474	(12,012)	-1.81%

FY22 Budget Notes
5204 - Chemical cost based on 2020 expenses.

FY23 Budget Notes
5204 - Cost raise for additional DBP reduction chemicals.

City of Homer
FY22/23 Operating Budget

FUND 200 - UTILITY FUND										
DEPT 0402 - WATER SYSTEM TESTING										
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between FY23 Draft & FY21 Full-Year Budget		
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23			
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits										
5101	Salary and Wages	-	-	-	-	-	-	-	0.0%	
5102	Fringe Benefits	-	-	-	-	-	-	-	0.0%	
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%	
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%	
5105	Overtime	-	-	-	-	-	-	-	0.0%	
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%	
5112	PERS Relief	-	-	-	-	-	-	-	0.0%	
	Total Salaries and Benefits	-	-	-	-	-	-	-	0.0%	
Maintenance and Operations										
5202	Operating Supplies	5,023	5,766	5,900	2,950	5,900	5,900	-	0.0%	
5208	Equipment Maintenance	3,627	5,135	4,000	2,000	4,000	4,000	-	0.0%	
5210	Professional Services	18	609	500	250	500	500	-	0.0%	
5226	Testing and Analysis	12,526	16,459	17,000	8,500	17,000	17,000	-	0.0%	
	Total Maintenance and Operations	21,194	27,969	27,400	13,700	27,400	27,400	-	0.0%	
	Total	21,194	27,969	27,400	13,700	27,400	27,400	-	0.0%	

FY22 Budget Notes

City of Homer
FY22/23 Operating Budget

FUND 200 - UTILITY FUND									
DEPT 0403 - PUMP STATION									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	13,830	15,097	14,821	7,325	13,635	14,188	(633)	-4.3%
5102	Fringe Benefits	8,868	8,636	9,139	4,211	9,055	9,551	412	4.5%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	165	53	600	300	600	600	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	887	-	-	-	-	-	-	0.0%
Total Salaries and Benefits		23,751	23,786	24,561	11,836	23,290	24,340	(221)	-0.9%
Maintenance and Operations									
5202	Operating Supplies	647	184	500	250	500	500	-	0.0%
5203	Fuel and Lube	274	666	600	300	600	600	-	0.0%
5208	Equipment Maintenance	8,649	8,645	2,500	5,050	9,300	9,300	6,800	272.0%
5209	Building & Grounds Maintenance	1,076	1,696	2,000	1,000	2,000	2,000	-	0.0%
5217	Electricity	53,248	58,916	67,483	25,537	56,928	62,621	(4,862)	-7.2%
5231	Tools and Equipment	877	601	500	250	500	500	-	0.0%
Total Maintenance and Operations		64,771	70,707	73,583	32,387	69,828	75,521	1,938	2.6%
Total		88,521	94,493	98,143	44,223	93,119	99,861	1,717	1.75%

FY22 Budget Notes

City of Homer
FY22/23 Operating Budget

FUND 200 - UTILITY FUND									
DEPT 0404 - WATER DISTRIBUTION SYSTEM									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	114,106	134,529	144,755	67,769	140,597	144,236	(519)	-0.4%
5102	Fringe Benefits	77,624	80,943	84,477	37,885	85,124	88,995	4,518	5.3%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	13,769	13,524	21,970	10,571	21,970	21,970	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	8,106	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	213,605	228,995	251,202	116,224	247,691	255,201	3,999	1.6%
Maintenance and Operations									
5202	Operating Supplies	44,886	36,254	22,500	13,750	30,000	30,000	7,500	33.3%
5208	Equipment Maintenance	1,611	782	2,000	1,000	2,000	2,000	-	0.0%
5209	Building & Grounds Maintenance	774	1,048	1,500	750	1,500	1,500	-	0.0%
5210	Professional Services	407	23,719	7,000	3,500	20,000	20,000	13,000	185.7%
5217	Electricity	35,755	53,375	48,905	26,157	40,382	44,420	(4,485)	-9.2%
5231	Tools and Equipment	8,523	5,912	5,500	2,750	6,500	6,500	1,000	18.2%
	Total Maintenance and Operations	91,955	121,089	87,405	47,907	100,382	104,420	17,015	19.5%
	Total	305,560	350,085	338,606	164,131	348,073	359,621	21,015	6.21%

FY22/23 Budget Notes
 5202 - Increased based on past expenses and 3 yr avg
 5210 - Increased based on past expenses and 3 yr avg
 5231 - Increased based on past expenses and 3 yr avg

City of Homer
FY22/23 Operating Budget

FUND 200 - UTILITY FUND										
DEPT 0405 - WATER RESERVOIR										
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between FY23 Draft & FY21 Full-Year Budget		
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23			
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits										
5101	Salary and Wages	3,723	4,376	4,414	2,147	4,293	4,573	160	3.6%	
5102	Fringe Benefits	2,931	2,869	3,139	1,417	3,232	3,450	310	9.9%	
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%	
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%	
5105	Overtime	31	-	-	419	-	-	-	0.0%	
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%	
5112	PERS Relief	238	-	-	-	-	-	-	0.0%	
	Total Salaries and Benefits	6,923	7,245	7,553	3,983	7,526	8,023	470	6.2%	
Maintenance and Operations										
5202	Operating Supplies	839	353	600	300	600	600	-	0.0%	
5208	Equipment Maintenance	479	1,719	1,800	900	1,800	1,800	-	0.0%	
5209	Building & Grounds Maintenance	838	711	1,200	600	1,200	1,200	-	0.0%	
5210	Professional Services	11,823	-	5,000	2,500	5,000	17,000	12,000	240.0%	
5213	Survey and Appraisal	1,100	1,150	1,200	600	1,200	1,200	-	0.0%	
	Total Maintenance and Operations	15,080	3,933	9,800	4,900	9,800	21,800	12,000	122.4%	
	Total	22,003	11,178	17,353	8,883	17,326	29,823	12,470	71.86%	

FY23 Budget Notes
5210 - Increase \$12,000 in 2023 for the Tri Annual Dam Safety Inspection required by DNR

City of Homer
FY22/23 Operating Budget

FUND 200 - UTILITY FUND									
DEPT 0406 - WATER METERS									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	75,508	53,426	79,394	27,000	55,923	57,859	(21,535)	-27.1%
5102	Fringe Benefits	47,581	37,801	47,257	17,733	40,999	43,201	(4,056)	-8.6%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	2,217	658	1,085	500	1,440	1,488	403	37.2%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	4,927	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	130,233	91,885	127,736	45,233	98,363	102,548	(25,188)	-19.7%
Maintenance and Operations									
5202	Operating Supplies	87,928	30,031	75,000	37,500	75,000	75,000	-	0.0%
5210	Professional Services	3,750	4,566	5,000	2,500	5,000	5,000	-	0.0%
5231	Tools and Equipment	930	1,593	1,500	750	1,500	1,500	-	0.0%
5602	Safety Equipment	642	601	800	400	800	800	-	0.0%
5603	Employee Training	1,470	-	1,200	600	1,200	1,200	-	0.0%
	Total Maintenance and Operations	94,720	36,792	83,500	41,750	83,500	83,500	-	0.0%
	Total	224,953	128,677	211,236	86,983	181,863	186,048	(25,188)	-11.92%

FY22 Budget Notes
5202 - New meter head install and commercial meter upgrade, carryover from 2020 (held from Covid)

City of Homer
FY22/23 Operating Budget

FUND 200 - UTILITY FUND									
DEPT 0407 - WATER HYDRANTS									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	108,151	107,756	121,758	56,855	116,931	120,435	(1,323)	-1.1%
5102	Fringe Benefits	68,864	65,183	72,848	32,598	73,274	76,803	3,955	5.4%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	632	2,442	1,774	847	1,774	1,774	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	6,896	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	184,543	175,382	196,380	90,300	191,979	199,012	2,632	1.3%
Maintenance and Operations									
5202	Operating Supplies	1,468	8,116	11,000	5,500	11,000	11,000	-	0.0%
5210	Professional Services	9,973	-	500	250	500	500	-	0.0%
	Total Maintenance and Operations	11,441	8,116	11,500	5,750	11,500	11,500	-	0.0%
	Total	195,984	183,497	207,880	96,050	203,479	210,512	2,632	1.27%

FY22 Budget Notes

City of Homer
FY22/23 Operating Budget

FUND 200 - UTILITY FUND									
DEPT 0500 - SEWER SYSTEM ADMINISTRATION									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	50,713	62,008	68,340	32,105	60,757	63,607	(4,733)	-6.9%
5102	Fringe Benefits	30,565	33,918	37,714	16,959	35,944	37,985	271	0.7%
5103	Part-time Wages	1,371	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	170	-	-	-	-	-	-	0.0%
5105	Overtime	114	131	200	100	200	200	-	0.0%
5107	Part-time Overtime	9	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	648	-	-	-	-	-	0.0%
5112	PERS Relief	3,222	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	86,164	96,705	106,254	49,165	96,902	101,792	(4,462)	-4.2%
Maintenance and Operations									
5201	Office Supplies	395	537	1,100	550	1,100	1,100	-	0.0%
5202	Operating Supplies	-	-	800	400	800	800	-	0.0%
5210	Professional Services	3,133	3,563	4,500	2,250	4,500	4,500	-	0.0%
5211	Audit Services	17,121	6,714	17,469	17,469	18,343	19,260	1,791	10.3%
5215	Communications	4,778	5,448	5,500	2,750	5,500	5,500	-	0.0%
5216	Freight and Postage	354	272	350	250	500	500	150	42.9%
5221	Property Insurance	6,769	8,670	8,587	4,776	10,822	11,904	3,317	38.6%
5222	Auto Insurance	10,531	11,186	12,046	5,718	11,343	12,477	431	3.6%
5223	Liability Insurance	1,357	1,174	2,992	1,256	4,014	4,415	1,423	47.6%
5227	Advertising	-	364	1,250	625	1,250	1,250	-	0.0%
5231	Tools and Equipment	-	212	700	350	700	700	-	0.0%
5235	Membership Dues	444	300	700	350	700	700	-	0.0%
5236	Transportation	1,193	64	1,000	500	1,000	1,000	-	0.0%
5237	Subsistence	960	833	1,000	500	1,000	1,000	-	0.0%
5252	Credit Card Expenses	17,128	17,868	20,000	1,000	20,000	20,000	-	0.0%
5601	Uniform	80	212	350	175	350	350	-	0.0%
5602	Safety Equipment	1,063	2,041	2,300	1,150	2,300	2,300	-	0.0%
5603	Employee Training	7,997	4,348	8,000	4,000	8,000	8,000	-	0.0%
5606	Bad Debt Expenses	6,254	(3,851)	2,500	1,250	2,500	2,500	-	0.0%
	Total Maintenance and Operations	79,556	59,956	91,145	45,319	94,722	98,257	7,112	7.8%
Capital Outlay and Transfers									
	Transfer to Reserves	155,164	14,856	54,594	-	-	-	(54,594)	-100.0%
	Transfer to Reserves for Energy Project Repay	787	551	-	-	-	-	-	-
	Transfer to Revolving Energy Fund	19,744	12,921	-	-	-	-	-	-
	Transfer to GF PW Maint. (Direct)	5,000	5,000	5,000	-	5,000	5,000	-	-
	Transfer to Health Insurance Fund	7,376	61	214	278	73	88	-	-
	Total C/O, Transfers & Reserves	188,071	33,389	59,808	278	5,073	5,088	(54,720)	-91.5%
Others									
5106	Leave Cash Out	7,770	10,880	15,102	8,242	14,236	13,020	(2,082)	-13.8%
5241	GF Admin Fees	226,141	232,276	241,482	141,533	287,977	296,491	55,010	22.8%
	Total Others	233,911	243,156	256,583	149,774	302,212	309,511	52,927	20.6%
	Total	587,702	433,206	513,791	244,536	498,908	514,647	2,649	0.52%

FY22 Budget Notes

City of Homer
FY22/23 Operating Budget

FUND 200 - UTILITY FUND										
DEPT 0501 - SEWER PLANT OPERATIONS										
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget		
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23			
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits										
5101	Salary and Wages	174,998	192,157	191,796	94,084	176,798	183,151	(8,645)	-4.5%	
5102	Fringe Benefits	112,855	113,366	114,148	52,530	112,629	118,464	4,316	3.8%	
5103	Part-time Wages	9,368	11,003	13,550	6,775	12,842	12,945	(605)	-4.5%	
5104	Part-time Benefits	1,120	1,296	1,793	897	1,558	1,571	(223)	-12.4%	
5105	Overtime	14,889	17,973	14,410	7,000	14,590	14,590	180	1.2%	
5107	Part-time Overtime	565	477	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	1,090	3,678	-	-	-	-	-	0.0%	
5112	PERS Relief	12,038	-	-	-	-	-	-	0.0%	
	Total Salaries and Benefits	326,922	339,949	335,697	161,286	318,418	330,721	(4,976)	-1.5%	
Maintenance and Operations										
5202	Operating Supplies	6,860	7,136	8,000	4,000	8,000	8,000	-	0.0%	
5203	Fuel and Lube	25,322	28,734	25,000	15,000	25,000	25,000	-	0.0%	
5204	Chemicals	52,761	52,942	55,000	27,500	55,000	55,000	-	0.0%	
5207	Vehicle and Boat Maintenance	398	145	250	125	250	250	-	0.0%	
5208	Equipment Maintenance	26,234	24,143	22,000	11,000	22,000	22,000	-	0.0%	
5209	Building & Grounds Maintenance	2,006	1,669	2,000	1,000	2,000	2,000	-	0.0%	
5210	Professional Services	4,542	10,311	6,300	12,485	15,700	15,700	9,400	149.2%	
5217	Electricity	238,146	254,916	243,267	114,379	233,193	256,513	13,246	5.4%	
5218	Water	640	701	612	387	560	560	(52)	-8.5%	
5219	Sewer	532	599	522	345	444	444	(78)	-15.0%	
5226	Testing and Analysis	-	26	-	-	-	-	-	0.0%	
5231	Tools and Equipment	906	755	900	450	900	900	-	0.0%	
5234	Record and Permits	7,920	7,920	8,075	8,075	8,075	8,075	-	0.0%	
5602	Safety Equipment	256	471	350	175	350	350	-	0.0%	
	Total Maintenance and Operations	366,522	390,467	372,276	194,920	371,472	394,791	22,516	6.0%	
	Total	693,445	730,416	707,973	356,207	689,890	725,512	17,539	2.5%	

FY22/23 Budget Notes
 5210 - Increase for service contract with Merian for STP HVAC \$9,400
 5234 - ADEC Operating fee for the STP

City of Homer
FY22/23 Operating Budget

FUND 200 - UTILITY FUND									
DEPT 0502 - SEWER SYSTEM TESTING									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	-	-	-	-	-	-	-	0.0%
5102	Fringe Benefits	(0)	-	-	-	-	-	-	0.0%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	-	-	-	-	-	-	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	-	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	(0)	-	-	-	-	-	-	0.0%
Maintenance and Operations									
5202	Operating Supplies	5,684	5,562	5,500	2,750	5,500	5,500	-	0.0%
5210	Professional Services	1,539	560	2,500	1,250	2,500	2,500	-	0.0%
5226	Testing and Analysis	2,012	6,874	6,500	3,250	6,500	6,500	-	0.0%
	Total Maintenance and Operations	9,235	12,997	14,500	7,250	14,500	14,500	-	0.0%
	Total	9,235	12,997	14,500	7,250	14,500	14,500	-	0.0%

FY22 Budget Notes

City of Homer
FY22/23 Operating Budget

FUND 200 - UTILITY FUND									
DEPT 0503 - SEWER LIFT STATION									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	87,761	93,374	101,951	47,000	94,894	97,332	(4,619)	-4.5%
5102	Fringe Benefits	53,534	53,950	57,874	25,751	56,913	59,478	1,604	2.8%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	1,646	3,672	5,000	2,500	5,000	5,000	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	5,668	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	148,608	150,997	164,825	75,252	156,806	161,810	(3,015)	-1.8%
Maintenance and Operations									
5202	Operating Supplies	6,108	9,295	11,600	5,800	12,000	12,000	400	3.4%
5208	Equipment Maintenance	15,565	15,686	16,000	8,000	16,000	16,000	-	0.0%
5209	Building & Grounds Maintenance	1,679	1,206	1,800	900	1,800	1,800	-	0.0%
5217	Electricity	21,460	24,106	26,196	11,217	21,873	24,060	(2,136)	-8.2%
5231	Tools and Equipment	726	1,395	1,600	800	1,600	1,600	-	0.0%
	Total Maintenance and Operations	45,539	51,688	57,196	26,717	53,273	55,460	(1,736)	-3.0%
	Total	194,147	202,685	222,021	101,968	210,079	217,270	(4,751)	-2.1%

FY22/23 Budget Notes
5202 - Increased based on 3 yr avg

City of Homer
FY22/23 Operating Budget

FUND 200 - UTILITY FUND										
DEPT 0504 - COLLECTION SYSTEM										
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget		
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23			
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits										
5101	Salary and Wages	122,410	131,377	141,989	66,370	137,831	141,510	(479)	-0.3%	
5102	Fringe Benefits	77,669	78,007	83,535	37,409	84,200	88,084	4,549	5.4%	
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%	
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%	
5105	Overtime	2,212	6,246	3,644	1,822	3,644	3,644	-	0.0%	
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%	
5112	PERS Relief	7,900	-	-	-	-	-	-	0.0%	
Total Salaries and Benefits		210,191	215,630	229,168	105,601	225,675	233,238	4,071	1.8%	
Maintenance and Operations										
5202	Operating Supplies	6,965	401	25,000	12,500	25,000	25,000	-	0.0%	
5208	Equipment Maintenance	-	1,586	1,400	700	1,400	1,400	-	0.0%	
5210	Professional Services	11,737	12,898	72,559	72,559	72,559	30,000	(42,559)	-58.7%	
5217	Electricity	529	474	605	273	561	617	12	2.0%	
5231	Tools and Equipment	3,049	2,034	1,600	800	1,600	1,600	-	0.0%	
Total Maintenance and Operations		22,280	17,394	101,164	86,832	101,120	58,617	(42,547)	-42.1%	
Total		232,471	233,024	330,332	192,433	326,795	291,856	(38,476)	-11.6%	

FY22 Budget Notes
5210 - Kachemak City Tri annual septic pumping \$42,559 - 146 tanks @ \$265/tank plus 10% of highest bid from 2018 contract to account for increased cost from 3 years ago

City of Homer
FY22/23 Operating Budget



ENTERPRISE FUNDS

Mission Statement: The mission of the Port and Harbor Department is to provide safe port and harbor facilities for our commercial clients, recreational users, and the general public, to manage and maintain these facilities cost effectively and to administer our Tariff and procedures fairly and equitably for all users.

ENTERPRISE FUNDS are established to account for the financing of self-supporting activities of governmental units, which render services to the general government itself or the general public on a user charge basis. Enterprise Funds are maintained on the accrual basis of accounting. Expenses are controlled through budgetary accounting procedures similar to the governmental fund.

PORT & HARBOR FUND

The following Funds are a component of the Port & Harbor Fund:

- **PORT & HARBOR:** This fund accounts for operations of the port and harbor. User charges are designed to recover cost of operation and maintenance of the system.
 - Administration (400-0600)
 - Harbor (400-0601)
 - Pioneer Dock (400-0602)
 - Fish Dock (400-0603)
 - Deep Water Dock (400-0604)
 - Outfall Line (400-0605)
 - Fish Grinder (400-0606)
 - Harbor Maintenance (400-0611)
 - Pioneer Dock Maintenance (400-0612)
 - Deep Water Dock Maintenance (400-0614)
 - Load and Launch Ramp (400-0615)

- **PORT & HARBOR RESERVES:** This Fund is used to put resources aside for the replacement and repair of fixed assets. Transfers are made annually through the budget process.

- **PORT & HARBOR PROJECTS:** This Fund is used as a pass-through fund. All projects that are Port & Harbor related and have any kind of funding, are required to be maintained separately for accounting purposes. This account allows for segregation of projects for reporting purposes. Additionally, if a major project is being completed, it will be completed through this fund in order to segregate related costs.

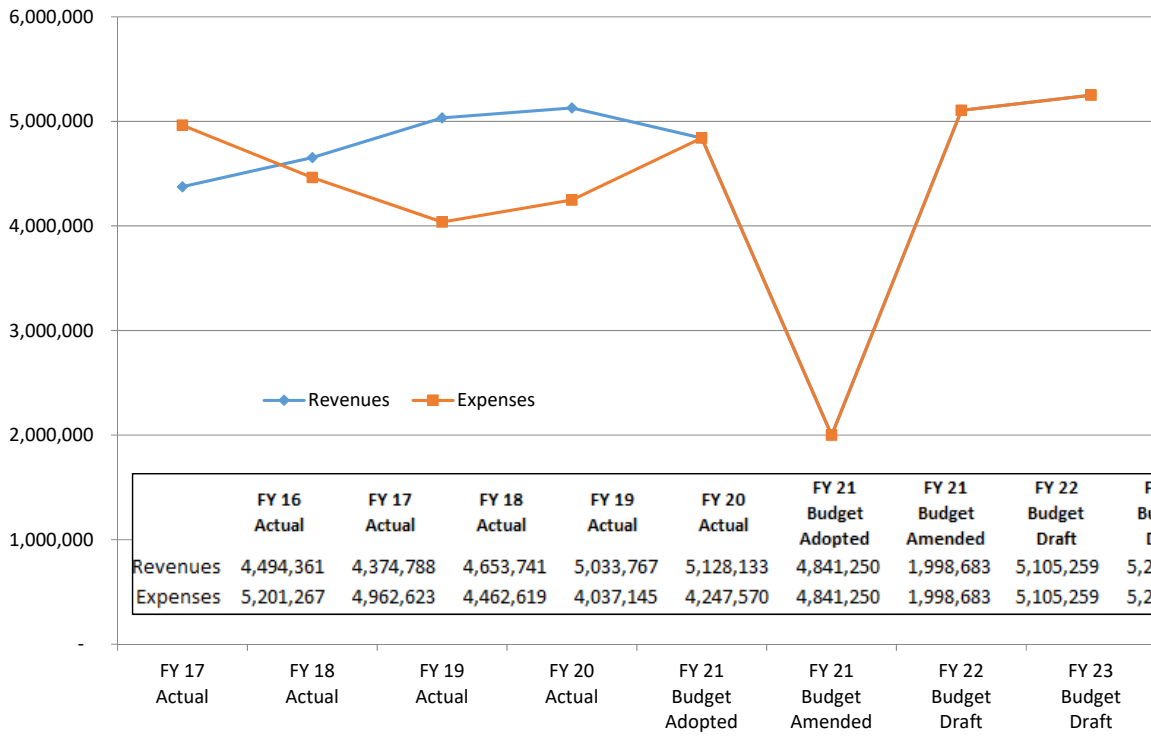
- **PORT & HARBOR CRUISE SHIP TAX:** For each passenger on a cruise ship that lands in the Homer Spit, a tax is collected through the Kenai Peninsula Borough. The Borough just recently decided to share this with the City of Homer, with the stipulations that these funds are to be used only for directly related expenses related to the cruise ships. A reserve account was set up to maintain segregation of these funds.

City of Homer
FY22/23 Operating Budget

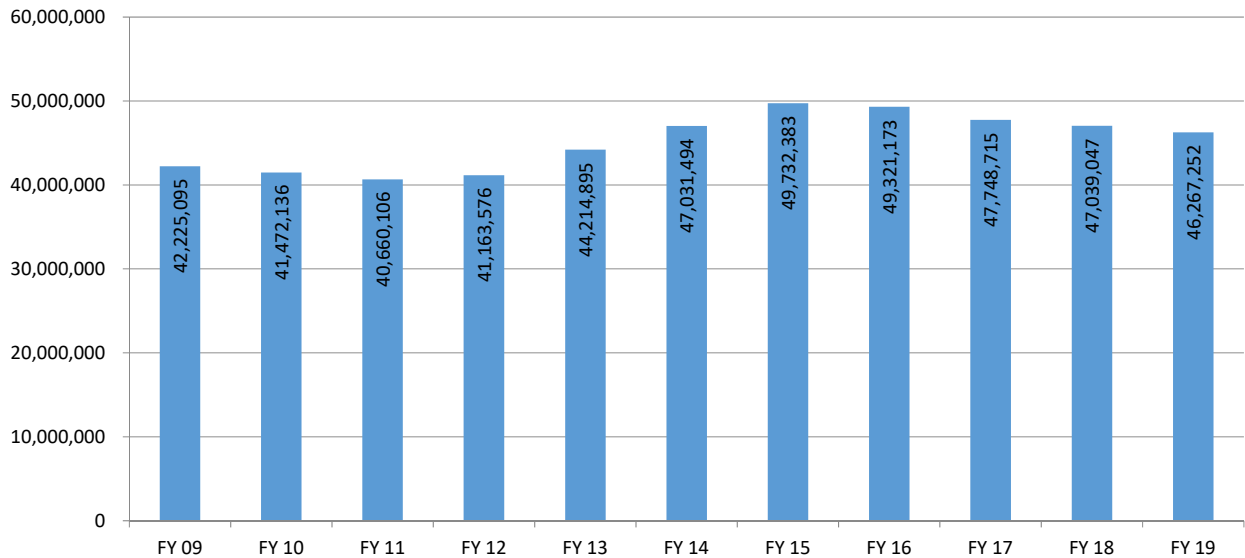
Port & Harbor All Funds Combined (400, 456, 452)					
	FY 22				
	Port & Harbor Enterprise Fund	Port & Harbor Depreciation Reserve	Port & Harbor Bond Reserve	Port & Harbor Fleet Depreciation	Total Port & Harbor Funds
	400	456-0380	456-0382	452-0374	
Revenue					
Total Operating Revenue	<u>4,899,475</u>				<u>4,899,475</u>
Operating Expenses before Depreciation:					
Personnel	1,983,783				1,983,783
Operations & Maintenance	1,529,949	505,000		107,000	2,141,949
Debt Service			291,900		291,900
Other Charges	453,392				453,392
Total Operating Expenses	<u>3,967,124</u>	<u>505,000</u>	<u>291,900</u>	<u>107,000</u>	<u>4,871,024</u>
Operating Income before Depreciation:	<u>932,351</u>	<u>(505,000)</u>	<u>(291,900)</u>	<u>(107,000)</u>	<u>28,451</u>
Depreciation Expense	2,156,999				2,156,999
Earnings from Operations	<u>(1,224,648)</u>	<u>(505,000)</u>	<u>(291,900)</u>	<u>(107,000)</u>	<u>(2,128,548)</u>
Total Non - Operating Revenue	205,784				205,784
Earnings before transfers	<u>(1,018,864)</u>	<u>(505,000)</u>	<u>(291,900)</u>	<u>(107,000)</u>	<u>(1,922,764)</u>
Depreciation Reserves	(701,090)	671,090		30,000	0
Repayment of Energy Funds	(1,341)				(1,341)
Bond Reserves	(300,000)		300,000		0
Loan Payment to General Fund	(69,285)				(69,285)
Leave Cash Out Bank	(66,243)				(66,243)
Change in Net Assets	<u>(2,156,823)</u>	166,090	8,100	<u>(77,000)</u>	<u>(2,059,633)</u>
Port & Harbor All Funds Combined (400, 456, 452)					
	FY 23				
	Port & Harbor Enterprise Fund	Port & Harbor Depreciation Reserve	Port & Harbor Bond Reserve	Port & Harbor Fleet Depreciation	Total Port & Harbor Funds
	400	456-0380	456-0382	452-0374	
Revenue					
Total Operating Revenue	<u>5,040,977</u>				<u>5,040,977</u>
Operating Expenses before Depreciation:					
Personnel	2,048,268				2,048,268
Operations & Maintenance	1,604,036	-		-	1,604,036
Debt Service	0		290,300		290,300
Other Charges	465,339				465,339
Total Operating Expenses	<u>4,117,642</u>	<u>0</u>	<u>290,300</u>	<u>0</u>	<u>4,407,942</u>
Operating Income before Depreciation:	<u>923,335</u>	<u>0</u>	<u>(290,300)</u>	<u>0</u>	<u>633,035</u>
Depreciation Expense	2,156,999				2,156,999
Earnings from Operations	<u>(1,233,664)</u>	<u>0</u>	<u>(290,300)</u>	<u>0</u>	<u>(1,523,964)</u>
Total Non - Operating Revenue	210,302				210,302
Earnings before transfers	<u>(1,023,362)</u>	<u>0</u>	<u>(290,300)</u>	<u>0</u>	<u>(1,313,662)</u>
Depreciation Reserves	(704,075)	674,075		30,000	0
Repayment of Energy Funds	0				0
Bond Reserves	(300,000)		300,000		0
Loan Payment to General Fund	(67,325)				(67,325)
Leave Cash Out Bank	(62,025)				(62,025)
Change in Net Assets	<u>(2,156,787)</u>	674,075	9,700	30,000	<u>(1,443,012)</u>

**City of Homer
FY22/23 Operating Budget**

**Port & Harbor Fund
Revenues vs. Expenses**

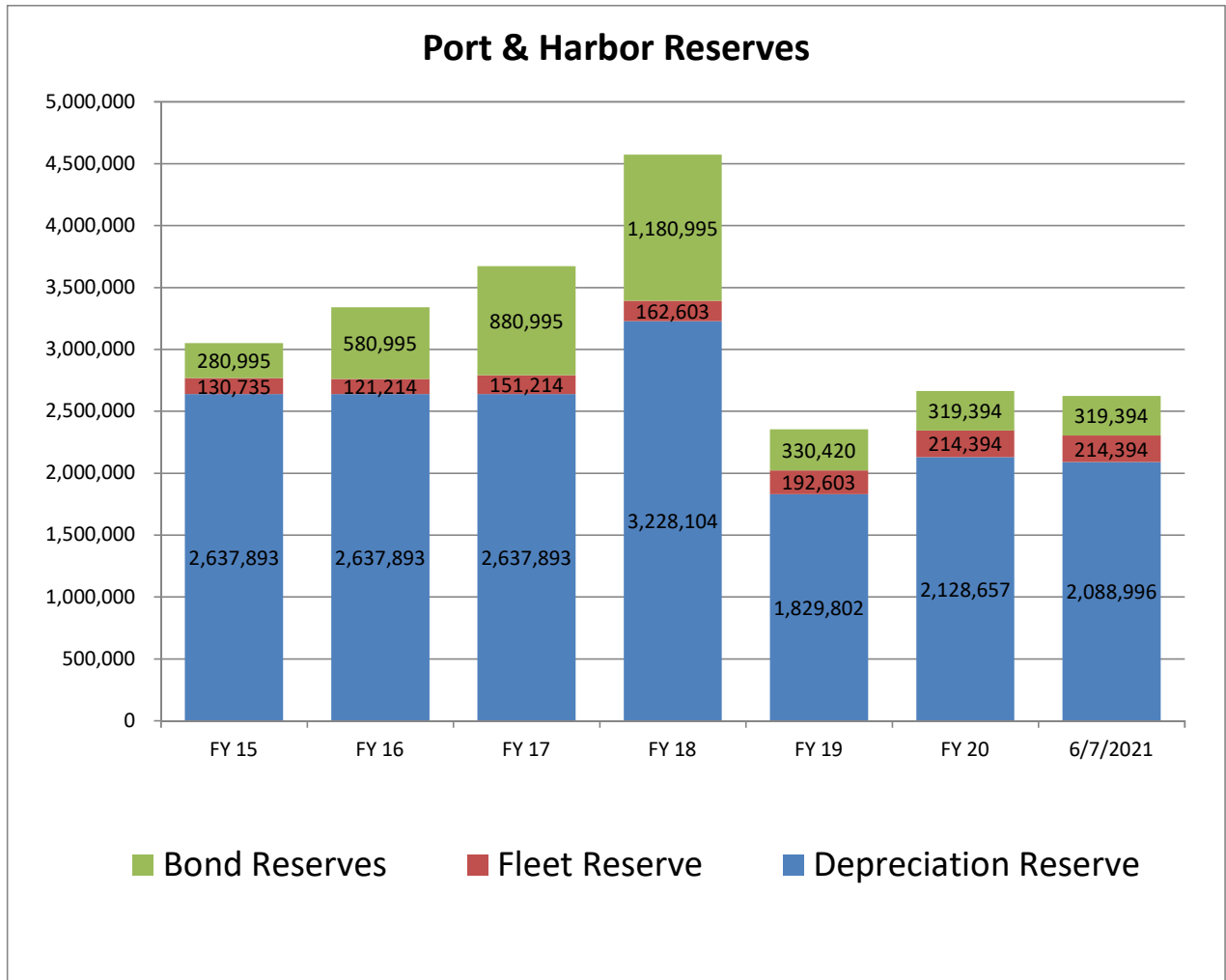


Port & Harbor Fund - Net Position



**City of Homer
FY22/23 Operating Budget**

Fiscal Year	Depreciation Reserve	Fleet Reserve	Bond Reserves	Total
FY 12	1,583,525	87,194	500,000	2,170,718
FY 13	1,761,102	90,195	827,672	2,678,969
FY 14	3,354,254	102,892	267,045	3,724,191
FY 15	2,637,893	130,735	280,995	3,049,623
FY 16	2,637,893	121,214	580,995	3,340,102
FY 17	2,637,893	151,214	880,995	3,670,102
FY 18	3,228,104	162,603	1,180,995	4,571,702
FY 19	1,829,802	192,603	330,420	2,352,825
FY 20	2,128,657	214,394	319,394	2,662,445
6/7/2021	2,088,996	214,394	319,394	2,622,783



City of Homer
FY22/23 Operating Budget

**FUND 400
PORT & HARBOR FUND
COMBINED STATEMENT**

	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT
	1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23
	ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET
Port & Harbor Revenue						
Total Operating Revenue	4,745,785	4,824,611	4,651,733	1,549,763	4,899,475	5,040,977
Operating Expenses						
Personnel	1,661,783	1,648,557	2,028,560	963,562	1,983,783	2,048,268
Operations & Maintenance	1,296,289	1,280,402	1,534,345	690,796	1,529,949	1,604,036
Debt Service						
Other Charges (Administrative Fees)	591,076	579,038	601,986	0	453,392	465,339
Total Operating Expenses	3,549,148	3,507,996	4,164,891	1,654,358	3,967,124	4,117,642
Operating Income (Loss) before Depreciation:	1,196,636	1,316,615	486,842	(104,594)	932,351	923,335
Depreciation Expense	2,156,999	2,156,999	2,156,999	2,156,999	2,156,999	2,156,999
Profit (Loss) from Operations:	(960,363)	(840,384)	(1,670,157)	(2,261,593)	(1,224,648)	(1,233,664)
Total Non-Operating Revenue	287,983	303,521	189,517	99,966	205,784	210,302
Profit (Loss) from Operations Before Transfers:	(672,380)	(536,862)	(1,480,640)	(2,161,627)	(1,018,864)	(1,023,362)
Transfers to...						
Capital Contributions	49,062					
Depreciation Reserves	38,301	333,328	267,651	26,354	701,090	704,075
Repayment of Energy Funds	3,811	4,303	1,341	1,341	1,341	0
Bond Reserves	300,000	300,000	300,000	225,000	300,000	300,000
Loan Payment to General Fund	98,817	70,338	70,338	70,338	69,285	67,325
Leave Cash Out Bank	29,241	31,457	36,513	20,620	66,243	62,025
Transfers to Health Insurance Fund	17,826	147	517	673	176	212
Change in Net Assets	(1,111,314)	(1,276,436)	(2,157,000)	(2,505,952)	(2,156,999)	(2,156,999)
Ending Net Assets	46,267,252	44,990,816	42,833,816	42,484,864	40,327,865	38,170,866

Current Assets - Current Liabilities

	12/31/2010	12/31/2011	12/31/2012	12/31/2013	12/31/2014	12/31/2015	12/31/2016	12/31/2017	12/31/2018
Current Assets:									
Cash	746,125	1,062,017	1,550,237	1,779,297	1,588,696	-	839,847	1,588,940	1,426,146
Receivables:									
Trade	161,364	278,238	345,545	211,923	187,104	152,790	229,177	139,964	242,443
Litigation Settlement	-	-	-	-	-	-	-	-	-
Accrued Interest	-	-	-	-	-	-	-	-	-
Grants		49,481	779,990	1,109,211	3,660,958	1,571,369	533,821	7,514	233,305
Net Receivables	161,364	327,719	1,125,535	1,321,134	3,848,062	1,724,159	762,998	147,478	475,748
Inventory	11,527	15,590	14,712	15,647	14,431	14,431	11,046	11,359	13,419
Due to other funds									
Prepaid Items	35,441	33,970	47,981	48,607	48,251	67,121	33,638	17,683	45,403
Bond Reserve				293,697	293,697	306,074	309,779	312,725	290,100
Total Current Assets	\$ 954,457	\$ 1,439,296	\$ 2,738,465	\$ 3,458,382	\$ 5,793,137	\$ 2,111,785	\$ 1,957,308	\$ 2,078,185	\$ 2,250,816
Current Liabilities:									
Due to other funds	-	-	-	-	-	502,221	-	-	-
Accounts Payable	50,664	144,312	592,682	644,931	1,024,248	120,524	266,340	165,248	237,029
Accrued Liabilities	51,212	50,834	36,103	36,303	39,368	21,475	31,264	21,428	21,434
Accrued Leave	17,467	18,210	17,751	14,398	14,398	75,000	232,642	88,000	96,000
Accrued Interest Payable							12,671	12,321	11,790
Bonds Payable				130,000	130,000	135,000	140,000	140,000	145,000
Prepaid Berth	666,244	706,547	736,958	786,897	837,534	913,490	923,346	965,199	1,031,144
Current Portion Interfund Loan		3,291	3,291	3,291	3,291	62,091	62,091	62,091	66,939
Current Portion of Bonds Payable	-	-	-	-	-	-	-	-	-
Current Portion of Capital Lease	-	-	-	-	-	-	-	-	-
Deferred Revenue	18,000	18,000	18,000	18,000	18,000	18,000	216,000	18,000	18,000
Unearned Grant Revenue						83,507	96,553	151,813	-
Total Current Liabilities	\$ 803,587	\$ 941,194	\$ 1,404,785	\$ 1,633,820	\$ 2,066,839	\$ 1,931,308	\$ 1,980,907	\$ 1,624,100	\$ 1,627,336
Ending Fund Balance	\$ 150,870	\$ 498,102	\$ 1,333,680	\$ 1,824,562	\$ 3,726,298	\$ 180,477	\$ (23,599)	\$ 454,085	\$ 623,480

City of Homer
FY22/23 Operating Budget

FUND 400									
REVENUE DETAIL BY LINE ITEM									
Sorted by Type									
A/C Num.	Revenue Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
0600	HARBOR ADMINISTRATION								
4515	Ferry Lease	18,000	18,000	18,000	18,000	18,000	18,000	-	0.0%
4650	Rents & Leases	430,667	463,319	407,732	256,831	460,000	460,000	52,268	12.8%
	Operating Revenue - Admin	448,667	481,319	425,732	274,831	478,000	478,000	52,268	12.3%
4527	PERS Revenue	70,760	90,217	-	-	-	-	-	0.0%
4634	Port Storage Fee	108,510	99,125	79,080	44,768	91,076	92,002	12,922	16.3%
4635	Port Impound Fee	-	-	-	68	-	-	-	0.0%
4705	Business Licenses	15	45	37	23	32	34	(3)	-7.6%
4801	Interest On Investments	23,299	37,796	5,725	14,000	23,461	24,531	18,806	328.5%
4901	Surplus Property	2,346	-	16,447	1,482	3,355	8,014	(8,433)	-51.3%
4902	Other Revenue	-	-	1,823	500	986	883	(939)	-51.5%
	Non-Operating Revenue - Admin	204,930	227,184	103,112	60,841	118,909	125,464	22,352	21.7%
0601	HARBOR								
4245	Waste Oil Disp	1,474	1,139	1,191	424	1,301	1,564	373	31.3%
4249	Oil Spill Recovery	465	109	423	155	155	296	(127)	-30.1%
4318	Parking Revenue	126,203	115,747	108,000	55,887	100,418	117,134	9,134	8.5%
4319	Electrical Supplies	2,859	2,726	2,600	929	2,053	2,298	(302)	-11.6%
4624	Berth Transient Monthly	541,244	587,406	559,528	258,331	606,202	625,600	66,072	11.8%
4625	Berth Reserved	1,362,047	1,443,635	1,352,309	-	1,537,910	1,587,123	234,814	17.4%
4626	Berth Transient Annual	218,570	271,277	251,141	92,621	279,956	288,914	37,773	15.0%
4627	Berth Transient Semi Annual	113,102	127,456	113,850	85,184	131,533	135,742	21,892	19.2%
4628	Berth Transient Daily	126,422	126,018	127,220	58,905	130,049	134,210	6,990	5.5%
4629	Metered Energy	87,155	101,891	87,664	57,235	86,007	91,546	3,882	4.4%
4644	Pumping	286	222	429	128	237	339	(89)	-20.9%
4645	Wooden Grid	5,768	4,773	6,899	3,529	5,921	6,185	(714)	-10.4%
4646	Commerical Ramp	40,845	60,233	34,327	30,000	60,000	60,000	25,673	74.8%
4647	Berth Wait List	12,547	13,309	10,977	9,414	12,097	12,055	1,078	9.8%
4648	Steel Grid Fees	10,385	8,302	9,828	5,612	9,232	9,121	(707)	-7.2%
4663	Trans Energy 110v	42,306	39,723	53,167	19,018	42,063	44,355	(8,812)	-16.6%
4664	Trans Energy 220v	33,553	20,310	29,868	17,475	31,268	28,194	(1,674)	-5.6%
4665	Trans Energy 208v	137,715	196,756	139,789	114,000	147,173	153,840	14,051	10.1%
4666	Commerical Ramp Wharfage	61,615	44,483	40,000	15,723	41,651	44,666	4,666	11.7%
	Operating Revenue - Harbor	2,924,561	3,165,514	2,929,210	824,571	3,225,225	3,343,182	413,971	14.1%
4802	Penalty/Int	8,883	6,265	16,861	5,280	14,279	13,598	(3,263)	-19.4%
4902	Other Revenue	74,170	70,073	69,544	33,846	72,596	71,241	1,696	2.4%
	Non-Operating Revenue - Harbor	83,052	76,338	86,405	39,125	86,875	84,838	(1,567)	-1.8%
0602	PIONEER DOCK								
4631	USCG Leases	36,494	37,087	37,370	18,192	36,205	36,808	(562)	-1.5%
4637	Seafood Wharfage-PD	-	-	-	-	-	-	-	0.0%
4638	PD Fuel Wharfage	242,469	169,379	250,510	86,052	232,023	232,477	(18,033)	-7.2%
4639	Pioneer Dock - Wharfage	-	-	333	-	-	-	(333)	-100.0%
4641	PD Water Sales	9,663	16,269	7,740	6,043	9,816	9,569	1,829	23.6%
4642	PD Docking	55,308	47,906	52,484	28,386	52,602	52,285	(199)	-0.4%
	Operating Revenue - Pioneer Dock	343,934	270,641	348,438	138,674	330,646	331,140	(17,299)	-5.0%
0603	FISH DOCK								
4620	Ice Sales	318,677	224,991	243,932	78,453	258,010	266,797	22,864	9.4%
4621	Cold Storage	16,001	21,314	18,490	14,906	17,306	17,705	(784)	-4.2%
4622	Crane Rental	206,818	162,314	208,787	68,388	194,544	197,594	(11,192)	-5.4%
4623	Card Access Fees	8,994	7,102	8,833	4,830	8,398	8,748	(85)	-1.0%
4637	Seafood Wharfage	19,796	11,890	21,874	8,874	16,482	16,795	(5,079)	-23.2%
4700	Other Wharfage Fish Dock	1,136	25,812	1,768	750	15,206	9,843	8,075	456.7%
	Operating Revenue - Fish Dock	571,422	453,422	503,684	176,200	509,946	517,482	13,798	2.7%
4206	Fish Tax	59,647	71,970	44,254	1,898	55,296	54,760	10,506	23.7%

City of Homer
FY22/23 Operating Budget

FUND 400									
REVENUE DETAIL BY LINE ITEM									
Sorted by Type									
A/C Num.	Revenue Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
0604	DEEP WATER DOCK								
4633	Stevedoring	15,320	6,245	13,024	1,551	12,225	14,080	1,056	8.1%
4637	Seafood Wharfage	-	-	419	-	419	558	140	33.3%
4640	Deep Water Dock Wharfage	5,008	116,271	12,210	4,000	33,245	37,314	25,105	205.6%
4643	Deep Water Dock Docking	185,451	96,863	176,008	40,000	96,000	100,000	(76,008)	-43.2%
4668	Dwd Water Sales	49,625	20,547	33,549	14,659	20,000	25,000	(8,549)	-25.5%
4672	Port Security Revenues	1,806	-	26,382	-	-	-	(26,382)	-100.0%
	Operating Revenue - DW Dock	257,210	239,926	261,590	60,210	161,889	176,953	(84,637)	-32.4%
0605	OUTFALL LINE								
4704	Outfall Line	4,800	7,200	4,800	4,800	4,800	4,800	-	0.0%
0606	FISH GRINDER								
4706	Fish Grinder	7,835	6,360	8,890	712	7,191	7,998	(891)	-10.0%
0615	LOAD AND LAUNCH RAMP								
4653	L & L Ramp Revenue	127,708	128,259	125,135	67,868	126,483	126,663	1,528	1.2%
	Operating Revenue - L & L Ramp	127,708	128,259	125,135	67,868	126,483	126,663	1,528	1.2%
	Transfer from Fund Balance	0	0	0	348,953	0	0	-	0.0%
	Total Revenues	5,033,767	5,128,133	4,841,250	1,998,683	5,105,259	5,251,279	410,029	8.5%

City of Homer
FY22/23 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND										
HARBOR COMBINED EXPENDITURES										
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between		
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	FY23 Draft & FY21 Full-Year Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits										
5101	Salary and Wages	1,086,109	1,118,488	1,160,765	560,007	1,108,734	1,140,087	(20,678)	-1.8%	
5102	Fringe Benefits	336,891	641,535	686,128	313,046	682,023	713,931	27,803	4.1%	
5103	Part-time Wages	121,206	59,170	125,466	62,733	136,721	137,815	12,349	9.8%	
5104	Part-time Benefits	15,645	7,953	15,638	7,819	15,742	15,868	230	1.5%	
5105	Overtime	26,352	27,484	36,685	18,018	36,685	36,689	5	0.0%	
5107	Part-time Overtime	1,579	1,120	3,879	1,939	3,879	3,879	-	0.0%	
5108	Unemployment Benefits	3,241	13,405	-	-	-	-	-	0.0%	
5112	PERS Relief	70,760	-	-	-	-	-	-	0.0%	
	Total Salaries and Benefits	1,661,783	1,869,155	2,028,560	963,562	1,983,783	2,048,268	19,709	1.0%	
Maintenance and Operations										
5201	Office Supplies	2,323	2,668	5,100	1,513	4,200	4,200	(900)	-17.6%	
5202	Operating Supplies	22,746	17,131	30,500	10,740	26,000	26,000	(4,500)	-14.8%	
5203	Fuel and Lube	32,754	33,044	32,900	17,659	35,300	36,300	3,400	10.3%	
5204	Chemicals	4,432	2,983	6,000	4,000	6,000	6,000	-	0.0%	
5207	Vehicle and Boat Maintenance	22,594	27,030	17,000	9,614	25,000	25,000	8,000	47.1%	
5208	Equipment Maintenance	40,611	51,852	62,000	25,268	63,000	63,000	1,000	1.6%	
5209	Building & Grounds Maintenance	51,799	30,380	59,500	33,268	62,000	62,000	2,500	4.2%	
5210	Professional Services	18,496	15,560	22,000	12,440	17,500	17,500	(4,500)	-20.5%	
5211	Audit Services	27,647	13,115	34,939	34,939	36,686	38,520	3,581	10.3%	
5213	Survey and Appraisal	6,700	4,850	5,000	6,817	5,000	5,000	-	0.0%	
5214	Rents & Leases	6,342	6,570	6,000	2,071	7,000	7,000	1,000	16.7%	
5215	Communications	6,458	7,615	7,000	2,519	8,000	8,000	1,000	14.3%	
5216	Freight and Postage	5,324	5,070	5,500	2,353	5,500	5,500	-	0.0%	
5217	Electricity	533,580	607,698	661,324	315,358	591,546	650,701	(10,623)	-1.6%	
5218	Water	114,405	87,092	97,279	31,935	99,581	99,581	2,301	2.4%	
5219	Sewer	15,704	10,612	14,576	4,697	14,018	14,018	(557)	-3.8%	
5220	Refuse and Disposal	47,446	49,062	63,300	21,500	63,300	63,300	-	0.0%	
5221	Property Insurance	43,999	54,891	54,126	30,344	64,722	71,194	17,068	31.5%	
5222	Auto Insurance	10,181	10,558	9,584	5,105	9,341	10,275	691	7.2%	
5223	Liability Insurance	37,467	16,095	45,467	3,612	46,918	51,610	6,142	13.5%	
5227	Advertising	8,623	3,833	7,000	3,100	7,000	7,000	-	0.0%	
5231	Tools and Equipment	10,486	10,876	15,500	9,355	15,700	15,700	200	1.3%	
5235	Membership Dues	5,909	4,089	5,750	2,616	4,500	4,500	(1,250)	-21.7%	
5236	Transportation	7,247	3,888	9,500	3,241	9,200	9,200	(300)	-3.2%	
5237	Subsistence	5,326	2,485	6,500	2,852	5,837	5,837	(663)	-10.2%	
5238	Printing and Binding	1,119	1,342	6,500	2,000	3,500	3,500	(3,000)	-46.2%	
5248	Lobbying	-	-	-	-	22,000	22,000	22,000	0.0%	
5249	Oil Spill Response	1,222	1,338	2,000	1,000	1,000	1,000	(1,000)	-50.0%	
5250	Camera Area Network	-	1,651	18,000	9,000	18,000	18,000	-	0.0%	
5252	Credit Card Expenses	79,629	81,339	74,000	22,000	89,000	89,000	15,000	20.3%	
5256	Waste Oil Disposal	46,131	36,526	45,000	15,000	45,000	45,000	-	0.0%	
5258	Float and Ramp Repairs	23,532	17,421	15,000	7,500	25,000	25,000	10,000	66.7%	
5287	Electrical Supplies	2,657	2,937	4,000	1,000	2,100	2,100	(1,900)	-47.5%	
5601	Uniform	7,636	6,714	7,500	3,408	9,500	9,500	2,000	26.7%	
5602	Safety Equipment	6,600	7,278	15,000	6,296	15,000	15,000	-	0.0%	
5603	Employee Training	1,949	1,235	8,000	2,700	9,000	9,000	1,000	12.5%	
5606	Bad Debt Expenses	16,187	9,709	30,000	7,000	30,000	30,000	-	0.0%	
5627	Port Security	1,485	1,000	2,000	2,000	-	-	(2,000)	-100.0%	
5635	Software	-	-	-	-	4,000	4,000	4,000	0.0%	
5637	Diving Services	4,225	10,269	8,500	4,975	8,500	8,500	-	0.0%	
5638	Signage Parking Delineation	15,319	12,781	15,500	10,000	15,500	15,500	-	0.0%	
	Total Maint. and Operations	1,296,289	1,270,588	1,534,345	690,796	1,529,949	1,604,036	69,690	4.5%	
C/O and Transfers										
5106	Leave Cash Out	29,241	31,457	36,513	20,620	66,243	62,025	25,513	69.9%	
5241	GF Admin Fees	591,076	579,038	601,986	-	453,392	465,339	(136,648)	-22.7%	
5990	Transfers To	458,755	708,116	639,846	323,705	1,071,892	1,071,612	431,766	67.5%	
	Total Others	1,079,072	1,318,611	1,278,345	344,325	1,591,527	1,598,976	320,631	25.1%	
Total		4,037,145	4,458,355	4,841,250	1,998,683	5,105,259	5,251,279	3,252,597	162.7%	

City of Homer
FY22/23 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND									
DEPT 0600 - ADMINISTRATION									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	209,464	217,735	228,366	114,507	194,039	200,373	(27,993)	-12.3%
5102	Fringe Benefits	63,146	121,322	132,006	61,270	120,321	126,387	(5,619)	-4.3%
5103	Part-time Wages	-	-	2,661	1,331	2,661	2,683	21	0.8%
5104	Part-time Benefits	-	-	332	166	306	309	(23)	-6.9%
5105	Overtime	4,588	2,159	5,845	2,922	5,845	5,845	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	13,807	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	291,006	341,217	369,210	180,195	323,173	335,597	(33,613)	-9.1%
Maintenance and Operations									
5201	Office Supplies	1,182	1,442	2,500	680	2,500	2,500	-	0.0%
5202	Operating Supplies	1,250	2,026	2,500	555	2,500	2,500	-	0.0%
5209	Building & Grounds Maintenance	5,844	4,458	5,000	4,130	5,000	5,000	-	0.0%
5210	Professional Services	72	2,071	3,000	708	3,000	3,000	-	0.0%
5211	Audit Services	27,647	13,115	34,939	34,939	36,686	38,520	3,581	10.3%
5213	Survey and Appraisal	6,700	4,850	5,000	6,817	5,000	5,000	-	0.0%
5214	Rents & Leases	6,342	6,570	6,000	2,071	7,000	7,000	1,000	16.7%
5215	Communications	6,458	7,615	7,000	2,519	8,000	8,000	1,000	14.3%
5216	Freight and Postage	5,324	5,070	5,500	2,353	5,500	5,500	-	0.0%
5221	Property Insurance	43,999	54,891	54,126	30,344	64,722	71,194	17,068	31.5%
5222	Auto Insurance	10,181	10,558	9,584	5,105	9,341	10,275	691	7.2%
5223	Liability Insurance	37,467	16,095	45,467	3,612	46,918	51,610	6,142	13.5%
5227	Advertising	8,010	3,833	6,000	2,600	6,000	6,000	-	0.0%
5231	Tools and Equipment	1,251	550	1,500	750	1,500	1,500	-	0.0%
5235	Membership Dues	2,984	1,504	4,500	2,001	3,500	3,500	(1,000)	-22.2%
5236	Electrical Supplies	2,350	2,902	4,500	1,808	4,500	4,500	-	0.0%
5237	Subsistence	2,263	2,217	3,500	1,932	3,500	3,500	-	0.0%
5238	Printing and Binding	865	713	4,500	1,000	3,000	3,000	(1,500)	-33.3%
5248	Lobbying	-	-	-	-	22,000	22,000	22,000	0.0%
5252	Credit Card Expenses	77,968	76,472	70,000	20,000	85,000	85,000	15,000	21.4%
5603	Employee Training	100	50	1,000	500	1,000	1,000	-	0.0%
5606	Bad Debt Expenses	16,187	9,709	30,000	7,000	30,000	30,000	-	0.0%
5635	Software	-	-	-	-	4,000	4,000	4,000	0.0%
	Total Maintenance and Operations	264,445	226,710	306,117	131,424	360,167	374,099	67,982	22.2%
Capital Outlay and Transfers									
	Transfer to Reserves	-	286,611	225,912	-	666,889	671,589	445,677	197.3%
	Transfer to Reserves for Energy Project Repay	520	-	-	-	-	-	-	-
	Transfer to Revolving Energy Fund	3,291	4,303	1,341	1,341	1,341	-	-	-
	Transfer to Bond Fund	300,000	300,000	300,000	225,000	300,000	300,000	-	-
	Transfer to Health Insurance Fund	17,826	147	517	673	176	212	-	-
5990	Total C/O, Transfers & Reserves	321,638	591,061	527,769	227,013	968,405	971,801	444,032	84.1%
Others									
5106	Leave Cash Out	29,241	31,457	36,513	20,620	66,243	62,025	25,513	69.9%
5241	GF Admin Fees	591,076	579,038	601,986	-	453,392	465,339	(136,648)	-22.7%
	Total Others	620,317	610,495	638,499	20,620	519,635	527,364	(111,135)	-17.4%
	Total	1,497,406	1,769,483	1,841,595	559,253	2,171,380	2,208,861	34,369	1.87%

FY22 Budget Notes
5252 - Increased to match actual cost
5248 - Split 50/50 with General Fund (total contract is \$42,000 annually)
5635 - Currently these expenses are coded to professional services; more accurate description

City of Homer
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FUND 400 - PORT & HARBOR ENTERPRISE FUND									
DEPT 0601 - HARBOR									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	FY23 Draft & FY21 Full-Year Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	382,877	394,354	414,215	200,876	410,849	421,542	7,327	1.8%
5102	Fringe Benefits	119,266	228,327	243,937	111,756	249,505	260,787	16,850	6.9%
5103	Part-time Wages	70,611	36,095	74,250	37,125	83,733	84,402	10,152	13.7%
5104	Part-time Benefits	8,690	4,525	9,255	4,627	9,641	9,718	464	5.0%
5105	Overtime	13,155	15,347	17,772	8,371	17,772	17,772	-	0.0%
5107	Part-time Overtime	41	46	1,700	850	1,700	1,700	-	0.0%
5108	Unemployment Benefits	3,241	8,486	-	-	-	-	-	0.0%
5112	PERS Relief	25,106	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	622,986	687,181	761,129	363,605	773,200	795,921	34,793	4.6%
Maintenance and Operations									
5201	Office Supplies	713	350	1,500	283	600	600	(900)	-60.0%
5202	Operating Supplies	7,405	5,810	12,000	2,870	7,500	7,500	(4,500)	-37.5%
5203	Fuel and Lube	16,183	14,248	16,000	8,895	17,000	17,000	1,000	6.3%
5204	Chemicals	2,780	2,820	3,000	3,000	3,000	3,000	-	0.0%
5207	Vehicle and Boat Maintenance	3,708	7,386	5,000	2,500	5,000	5,000	-	0.0%
5208	Equipment Maintenance	312	1,501	2,000	1,000	1,000	1,000	(1,000)	-50.0%
5209	Building & Grounds Maintenance	10,681	3,407	5,000	3,388	7,500	7,500	2,500	50.0%
5210	Professional Services	3,176	1,806	5,000	2,500	2,500	2,500	(2,500)	-50.0%
5217	Electricity	323,568	403,925	424,916	230,078	376,890	414,579	(10,338)	-2.4%
5218	Water	57,916	50,617	50,393	16,015	55,624	55,624	5,231	10.4%
5219	Sewer	8,200	5,969	8,347	2,940	7,880	7,880	(466)	-5.6%
5220	Refuse and Disposal	45,211	46,699	60,000	20,000	60,000	60,000	-	0.0%
5227	Advertising	613	-	1,000	500	1,000	1,000	-	0.0%
5231	Tools and Equipment	1,517	2,866	3,000	1,299	2,000	2,000	(1,000)	-33.3%
5235	Membership Dues	515	140	750	350	500	500	(250)	-33.3%
5236	Transportation	3,634	-	3,000	500	2,700	2,700	(300)	-10.0%
5237	Subsistence	1,938	63	2,000	500	1,337	1,337	(663)	-33.2%
5238	Printing and Binding	254	629	2,000	1,000	500	500	(1,500)	-75.0%
5249	Oil Spill Response	1,222	1,338	2,000	1,000	1,000	1,000	(1,000)	-50.0%
5287	Electrical Supplies	2,657	2,937	4,000	1,000	2,100	2,100	(1,900)	-47.5%
5601	Uniform	4,516	2,959	4,000	2,000	3,000	3,000	(1,000)	-25.0%
5602	Safety Equipment	2,927	2,147	5,000	1,248	5,000	5,000	-	0.0%
5603	Employee Training	175	300	3,000	1,000	3,000	3,000	-	0.0%
5638	Signage Parking Delineation	15,319	12,781	15,500	10,000	15,500	15,500	-	0.0%
	Total Maintenance and Operations	515,142	570,698	638,405	313,866	582,131	619,820	(18,586)	-2.9%
Capital Outlay and Transfers									
	<i>Transfer to Reserves</i>								
	<i>Transfer to Loan Payment to GF - Prin.</i>	85,755	56,359	59,791	59,791	65,364	65,364		
	<i>Transfer to Loan Payment to GF - Interest</i>	13,062	13,980	10,547	10,547	3,922	1,961		
5990	Total C/O, Transfers & Reserves	98,817	70,338	70,338	70,338	69,285	67,325	(3,014)	-4.3%
	Total	1,236,945	1,328,217	1,469,872	747,809	1,424,617	1,483,066	16,207	1.10%

FY22/23 Budget Notes:
5990: Payoff Lot 42 loan; split the remaining balance between FY22 and FY23

City of Homer
FY22/23 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND									
DEPT 0602 - PIONEER DOCK									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	26,232	42,767	44,822	21,904	28,183	28,854	(15,968)	-35.6%
5102	Fringe Benefits	7,782	24,245	25,798	11,899	16,765	17,494	(8,303)	-32.2%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	797	1,498	1,077	550	1,077	1,081	5	0.4%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	1,713	-	-	-	-	-	-	0.0%
Total Salaries and Benefits		36,524	68,510	71,697	34,354	46,025	47,430	(24,267)	-33.8%
Maintenance and Operations									
5202	Operating Supplies	1,500	669	1,500	750	1,500	1,500	-	0.0%
5208	Equipment Maintenance	1,000	-	1,000	500	1,000	1,000	-	0.0%
5209	Building & Grounds Maintenance	2,000	-	2,000	1,000	2,000	2,000	-	0.0%
5210	Professional Services	2,000	-	2,000	1,000	2,000	2,000	-	0.0%
5217	Electricity	18,124	18,658	20,031	8,042	20,831	22,914	2,884	14.4%
5218	Water	8,166	10,500	5,137	3,521	6,095	6,095	958	18.6%
5231	Tools and Equipment	1,000	569	1,000	500	1,000	1,000	-	0.0%
5602	Safety Equipment	1,000	-	1,000	500	1,000	1,000	-	0.0%
Total Maintenance and Operations		34,790	30,396	33,668	15,813	35,426	37,509	3,842	11.4%
Total		71,314	98,907	105,364	50,167	81,451	84,939	(20,425)	-19.39%

FY22 Budget Notes

City of Homer
FY22/23 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND									
DEPT 0603 - FISH DOCK									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between	
		1/1/19 -	1/1/20 -	1/1/21 -	1/1/21 -	7/1/21 -	7/1/22 -	FY23 Draft & FY21	
		12/31/19	12/31/20	12/31/21	6/30/21	6/30/22	6/30/23	Full-Year Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	210,048	193,431	186,949	92,130	215,132	222,443	35,494	19.0%
5102	Fringe Benefits	71,472	114,811	119,737	55,405	137,834	144,693	24,956	20.8%
5103	Part-time Wages	17,695	14,041	15,823	7,912	15,823	15,950	127	0.8%
5104	Part-time Benefits	2,907	2,288	1,972	986	1,822	1,836	(136)	-6.9%
5105	Overtime	5,609	2,924	7,701	3,851	7,701	7,701	-	0.0%
5107	Part-time Overtime	1,522	1,059	2,179	1,089	2,179	2,179	-	0.0%
5108	Unemployment Benefits	-	2,363	-	-	-	-	-	0.0%
5112	PERS Relief	13,671	-	-	-	-	-	-	0.0%
Total Salaries and Benefits		322,925	330,916	334,361	161,373	380,491	394,802	60,441	18.1%
Maintenance and Operations									
5201	Office Supplies	253	410	500	250	500	500	-	0.0%
5202	Operating Supplies	3,235	2,929	3,000	1,485	3,000	3,000	-	0.0%
5203	Fuel and Lube	3,731	4,533	3,000	1,529	3,000	3,000	-	0.0%
5204	Chemicals	1,652	163	3,000	1,000	3,000	3,000	-	0.0%
5207	Vehicle and Boat Maintenance	-	133	-	-	-	-	-	0.0%
5208	Equipment Maintenance	21,928	26,021	37,000	14,327	37,000	37,000	-	0.0%
5209	Building & Grounds Maintenance	11,958	12,666	13,000	7,500	13,000	13,000	-	0.0%
5210	Professional Services	5,089	7,467	5,000	4,732	3,000	3,000	(2,000)	-40.0%
5217	Electricity	171,754	163,945	193,536	65,239	172,295	189,524	(4,012)	-2.1%
5218	Water	23,655	15,166	22,811	6,523	16,926	16,926	(5,885)	-25.8%
5219	Sewer	3,196	542	1,028	236	1,347	1,347	319	31.0%
5231	Tools and Equipment	1,637	1,353	1,500	1,000	1,500	1,500	-	0.0%
5235	Membership Dues	325	360	-	-	-	-	-	0.0%
5250	Camera Area Network	-	550	4,000	2,000	4,000	4,000	-	0.0%
5601	Uniform	-	76	-	-	3,000	3,000	3,000	0.0%
5602	Safety Equipment	609	1,013	1,000	548	1,000	1,000	-	0.0%
5603	Employee Training	98	488	1,000	200	1,000	1,000	-	0.0%
Total Maintenance and Operations		249,120	237,813	289,375	106,569	263,568	280,797	(8,578)	-3.0%
Total		572,045	568,729	623,737	267,942	644,058	675,599	51,863	8.31%

FY22 Budget Notes
5210 and 5601 - Adjusted professional services down and added to uniform category to account for uniform costs correctly

City of Homer
FY22/23 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND									
DEPT 0604 - DEEP WATER DOCK									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	30,737	42,767	44,822	21,904	32,896	33,605	(11,217)	-25.0%
5102	Fringe Benefits	8,842	24,245	25,798	11,899	19,260	20,064	(5,733)	-22.2%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	905	1,498	1,260	611	1,260	1,260	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	2,006	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	42,490	68,510	71,880	34,415	53,416	54,930	(16,950)	-23.6%
Maintenance and Operations									
5203	Fuel and Lube	-	-	600	300	1,000	1,000	400	66.7%
5209	Building & Grounds Maintenance	1,000	-	1,000	500	1,000	1,000	-	0.0%
5210	Professional Services	4,950	-	2,000	1,000	2,000	2,000	-	0.0%
5217	Electricity	9,417	9,621	9,910	6,113	10,093	11,102	1,192	12.0%
5218	Water	15,373	5,733	9,111	3,987	10,918	10,918	1,807	19.8%
5219	Sewer	1,299	558	1,620	473	898	898	(722)	-44.6%
5231	Tools and Equipment	114	1,122	1,000	500	1,000	1,000	-	0.0%
5250	Camera Area Network	-	-	4,000	2,000	4,000	4,000	-	0.0%
5602	Safety Equipment	-	-	1,000	500	1,000	1,000	-	0.0%
5627	Port Security	1,485	1,000	2,000	2,000	-	-	(2,000)	-100.0%
	Total Maintenance and Operations	33,638	18,034	32,241	17,373	31,909	32,918	677	2.1%
	Total	76,128	86,545	104,121	51,788	85,324	87,848	(16,273)	-15.63%

FY22 Budget Notes

City of Homer
FY22/23 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND									
DEPT 0605 - OUTFALL LINE									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	-	-	-	-	-	-	-	0.0%
5102	Fringe Benefits	-	-	-	-	-	-	-	0.0%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	-	-	-	-	-	-	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	-	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	-	-	-	-	-	-	-	0.0%
Maintenance and Operations									
5209	Building & Grounds Maintenance	356	-	3,000	1,500	3,000	3,000	-	0.0%
5637	Diving Services	2,475	6,519	3,500	2,475	3,500	3,500	-	0.0%
	Total Maintenance and Operations	2,831	6,519	6,500	3,975	6,500	6,500	-	0.0%
	Total	2,831	6,519	6,500	3,975	6,500	6,500	-	0.00%

FY22 Budget Notes

FUND 400 - PORT & HARBOR ENTERPRISE FUND									
DEPT 0606 - FISH GRINDER									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	-	-	-	-	-	-	-	0.0%
5102	Fringe Benefits	-	-	-	-	-	-	-	0.0%
5103	Part-time Wages	-	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	-	0.0%
5105	Overtime	-	-	-	-	-	-	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	-	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	-	-	-	-	-	-	-	0.0%
Maintenance and Operations									
5202	Operating Supplies	3,507	312	4,000	2,000	4,000	4,000	-	0.0%
5208	Equipment Maintenance	9,178	13,912	14,000	5,859	14,000	14,000	-	0.0%
5209	Building & Grounds Maintenance	-	444	2,500	1,250	2,500	2,500	-	0.0%
5218	Water	7,133	2,643	7,534	1,061	7,333	7,333	(201)	-2.7%
5235	Membership Dues	1,715	1,715	-	-	-	-	-	0.0%
	Total Maintenance and Operations	21,533	19,027	28,034	10,170	27,833	27,833	(201)	-0.7%
	Total	21,533	19,027	28,034	10,170	27,833	27,833	(201)	-0.72%

FY22 Budget Notes

City of Homer
FY22/23 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND									
DEPT 0611 - HARBOR MAINTENANCE									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	161,395	161,629	171,996	77,023	160,231	164,203	(7,793)	-4.5%
5102	Fringe Benefits	47,421	91,580	99,011	43,244	97,552	101,906	2,895	2.9%
5103	Part-time Wages	15,264	-	16,933	8,467	15,823	15,950	(984)	-5.8%
5104	Part-time Benefits	1,878	-	2,111	1,055	1,822	1,836	(274)	-13.0%
5105	Overtime	681	2,693	1,923	1,107	1,923	1,923	-	0.0%
5107	Part-time Overtime	3	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	2,556	-	-	-	-	-	0.0%
5112	PERS Relief	10,275	-	-	-	-	-	-	0.0%
Total Salaries and Benefits		236,916	258,458	291,974	130,896	277,351	285,818	(6,156)	-2.1%
Maintenance and Operations									
5201	Office Supplies	174	466	600	300	600	600	-	0.0%
5202	Operating Supplies	5,608	5,145	6,000	2,080	6,000	6,000	-	0.0%
5203	Fuel and Lube	11,806	12,694	12,000	6,285	13,000	14,000	2,000	16.7%
5207	Vehicle and Boat Maintenance	18,885	19,511	12,000	7,114	20,000	20,000	8,000	66.7%
5208	Equipment Maintenance	8,193	10,418	8,000	3,582	10,000	10,000	2,000	25.0%
5209	Building & Grounds Maintenance	5,926	5,929	12,000	6,000	12,000	12,000	-	0.0%
5210	Professional Services	3,189	4,216	4,500	2,000	4,500	4,500	-	0.0%
5217	Electricity	7,214	7,715	9,288	3,884	7,702	8,472	(816)	-8.8%
5218	Water	655	612	998	361	675	675	(323)	-32.4%
5219	Sewer	715	719	1,241	398	748	748	(493)	-39.7%
5231	Tools and Equipment	2,985	2,931	4,000	1,856	4,000	4,000	-	0.0%
5235	Membership Dues	370	370	500	265	500	500	-	0.0%
5236	Transportation	1,262	986	2,000	933	2,000	2,000	-	0.0%
5237	Subsistence	1,126	204	1,000	420	1,000	1,000	-	0.0%
5256	Waste Oil Disposal	46,131	36,526	45,000	15,000	45,000	45,000	-	0.0%
5258	Float and Ramp Repairs	23,532	17,421	15,000	7,500	25,000	25,000	10,000	66.7%
5601	Uniform	3,120	3,680	3,500	1,408	3,500	3,500	-	0.0%
5602	Safety Equipment	1,516	3,494	3,000	1,500	3,000	3,000	-	0.0%
5603	Employee Training	1,575	398	3,000	1,000	4,000	4,000	1,000	33.3%
5637	Diving Services	1,750	3,750	5,000	2,500	5,000	5,000	-	0.0%
Total Maintenance and Operations		145,732	137,186	148,627	64,386	168,225	169,995	21,368	14.4%
Total		382,648	395,644	440,601	195,282	445,576	455,813	15,212	3.45%

FY22 Budget Notes
5256 - Waste oil disposal costs are increasing.
5207 - Moved all vehicle maintenance costs to 0611 for ease of billing and tracking.
5603 - ETT and Electrical safety training

City of Homer
FY22/23 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND									
DEPT 0612 - PIONEER DOCK MAINTENANCE									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21 FULL-YEAR	FY21 TRUNCATED	FY22 DRAFT	FY23 DRAFT	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	20,510	20,436	21,796	9,698	20,098	20,596	(1,200)	-5.5%
5102	Fringe Benefits	5,945	11,543	12,480	5,430	12,226	12,770	291	2.3%
5103	Part-time Wages	1,851	-	2,117	1,058	1,978	1,994	(123)	-5.8%
5104	Part-time Benefits	228	-	264	132	228	230	(34)	-13.0%
5105	Overtime	89	353	239	146	239	239	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	1,306	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	29,928	32,331	36,895	16,465	34,768	35,829	(1,067)	-2.9%
Maintenance and Operations									
5202	Operating Supplies	-	-	500	500	500	500	-	0.0%
5209	Building & Grounds Maintenance	1,724	163	3,000	1,500	3,000	3,000	-	0.0%
5231	Tools and Equipment	-	-	1,500	750	1,500	1,500	-	0.0%
5602	Safety Equipment	305	-	1,000	500	1,000	1,000	-	0.0%
	Total Maintenance and Operations	2,029	163	6,000	3,250	6,000	6,000	-	0.0%
	Total	31,956	32,494	42,895	19,715	40,768	41,829	(1,067)	-2.49%

FY22 Budget Notes

City of Homer
FY22/23 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND									
DEPT 0614 - DEEP WATER DOCK MAINTENANCE									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between FY23 Draft & FY21 Full-Year Budget	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	20,510	20,436	21,796	9,698	20,098	20,596	(1,200)	-5.5%
5102	Fringe Benefits	5,945	11,543	12,480	5,430	12,226	12,770	291	2.3%
5103	Part-time Wages	1,851	-	2,117	1,058	1,978	1,994	(123)	-5.8%
5104	Part-time Benefits	228	-	264	132	228	230	(34)	-13.0%
5105	Overtime	89	353	239	146	239	239	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	1,306	-	-	-	-	-	-	0.0%
Total Salaries and Benefits		29,927	32,331	36,895	16,465	34,768	35,829	(1,067)	-2.9%
Maintenance and Operations									
5202	Operating Supplies	19	-	500	250	500	500	-	0.0%
5203	Fuel and Lube	244	456	-	-	-	-	-	0.0%
5209	Building & Grounds Maintenance	7,053	3,313	8,000	4,000	8,000	8,000	-	0.0%
5231	Tools and Equipment	263	-	1,000	500	1,000	1,000	-	0.0%
5250	Camera Area Network	-	734	5,000	2,500	5,000	5,000	-	0.0%
5602	Safety Equipment	244	625	2,000	1,000	2,000	2,000	-	0.0%
Total Maintenance and Operations		7,822	5,128	16,500	8,250	16,500	16,500	-	0.0%
Total		37,750	37,459	53,395	24,715	51,268	52,329	(1,067)	-2.00%

FY22 Budget Notes

City of Homer
FY22/23 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND									
DEPT 0615 - LOAD AND LAUNCH RAMP									
A/C Num.	Expenditure Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between	
		1/1/19 -	1/1/20 -	1/1/21 -	1/1/21 -	7/1/21 -	7/1/22 -	FY23 Draft & FY21	
		12/31/19	12/31/20	12/31/21	6/30/21	6/30/22	6/30/23	Full-Year Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits									
5101	Salary and Wages	24,337	24,933	26,001	12,265	27,208	27,875	1,874	7.2%
5102	Fringe Benefits	7,071	13,918	14,882	6,713	16,334	17,058	2,175	14.6%
5103	Part-time Wages	13,934	9,035	11,564	5,782	14,725	14,843	3,279	28.4%
5104	Part-time Benefits	1,715	1,140	1,441	721	1,695	1,709	268	18.6%
5105	Overtime	439	661	629	315	629	629	-	0.0%
5107	Part-time Overtime	14	15	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	-	0.0%
5112	PERS Relief	1,571	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	49,081	49,701	54,518	25,795	60,592	62,113	7,596	13.9%
Maintenance and Operations									
5202	Operating Supplies	223	240	500	250	500	500	-	0.0%
5203	Fuel and Lube	791	1,113	1,300	650	1,300	1,300	-	0.0%
5209	Building & Grounds Maintenance	5,256	-	5,000	2,500	5,000	5,000	-	0.0%
5210	Professional Services	20	-	500	500	500	500	-	0.0%
5217	Electricity	3,503	3,834	3,643	2,001	3,736	4,109	466	12.8%
5218	Water	1,508	1,821	1,295	469	2,009	2,009	714	55.2%
5219	Sewer	2,294	2,825	2,340	649	3,145	3,145	805	34.4%
5220	Refuse and Disposal	2,235	2,363	3,300	1,500	3,300	3,300	-	0.0%
5231	Tools and Equipment	1,718	1,485	2,200	1,000	2,200	2,200	-	0.0%
5250	Camera Area Network	-	367	5,000	2,500	5,000	5,000	-	0.0%
5252	Credit Card Expenses	1,660	4,867	4,000	2,000	4,000	4,000	-	0.0%
5602	Safety Equipment	-	-	1,000	500	1,000	1,000	-	0.0%
	Total Maintenance and Operations	19,208	18,913	30,078	14,519	31,690	32,063	1,985	6.6%
Capital Outlay, Transfers and Reserves									
5990	Transfers To Reserves	38,301	46,717	41,739	26,354	34,201	32,486	(9,253)	-22.2%
	Total C/O, Transfers & Reserves	38,301	46,717	41,739	26,354	34,201	32,486	(9,253)	-22.2%
	Total	106,589	115,332	126,335	66,668	126,483	126,663	9,581	7.58%

FY22 Budget Notes

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“WHERE THE LAND ENDS AND THE SEA BEGINS”

City of Homer
FY22/23 Operating Budget



DEBT SERVICE FUND

This section is for information purposes only. Each fund budgets its debt service separately.

Natural Gas Fund –

- **Gas line Loan (KPB):** In 2014, the City financed the Natural Gas infrastructure with a loan from the Kenai Peninsula Borough. The total loan balance was \$12,359,388 with a monthly compounding interest rate of 4%. In 2021, the City Council passed ORD 21-13 authorizing the early payoff of this loan.

HAWSP Fund –

- **Homer Accelerated Water/Sewer Projects (HAWSP):** One sixth of all sales tax received by the city goes to HAWSP Fund to serve the debt, which funds new utility infrastructures. Loans are provided by Alaska Clean Water/Drinking Water through Alaska Department of Environmental Conservation (ADEC). Loan usually comes with 20 year term and 1.5% interest rate.

Port & Harbor Fund –

- The City of Homer took part of the 2013 Alaska Municipal Bond Bank General Obligation Bonds (2013 A & 2013 B Series) Issuance. Port & Harbor received the bond proceeds (in the form of loan).

Debt Chart Forthcoming



“WHERE THE LAND ENDS AND THE SEA BEGINS”

Debt Chart Forthcoming



“WHERE THE LAND ENDS AND THE SEA BEGINS”

**City of Homer
FY22/23 Operating Budget**

Governmental Activities						Unaudited	Activities 2021			Unaudited	Activities 2022			Unaudited	Activities 2023			Unaudited	
Loan Description	Fund	Original	Maturity	Interest	PMT Due	Ending Balance	Principal	Interest	Total PMT	Ending Balance	Principal	Interest	Total PMT	Ending Balance	Principal	Interest	Total PMT	Ending Balance	
						12/31/2020				6/30/2021				6/30/2022				6/30/2023	
ACWF #409031 - Sewer Ext	Sewer	3,462,402	2025	1.50%	Aug	609,855	-	-	-	609,855	121,973	9,148	131,121	487,882	121,973	7,318	129,291	365,909	
ADWF #409041 - Water Ext	Water	3,389,321	2025	1.50%	Aug	715,392	-	-	-	715,392	143,077	10,731	153,808	572,315	143,077	8,585	151,662	429,238	
ACWF #409261 - KDPHII Sewer	Sewer	1,591,733	2032	1.50%	Aug	796,035	-	-	-	796,035	67,356	12,124	79,480	728,679	67,356	11,114	78,469	661,323	
ACWF #409081 - Sewer	Sewer	3,250,000	2034	1.50%	Apr	760,808	54,344	11,412	65,756	706,464	54,344	10,597	64,941	652,120	54,344	9,782	64,125	597,777	
ADWF #409271 - KDPHIII - Water	Water	2,150,000	2032	1.50%	Aug	1,285,247	-	-	-	1,285,247	98,553	19,279	117,832	1,186,694	100,031	17,800	117,831	1,086,663	
ADWF #409131 - Water TP	Water	8,000,000	2029	1.50%	Dec	3,276,013	-	-	-	3,276,013	364,001	49,140	413,141	2,912,012	364,001	43,680	407,682	2,548,011	
ADWF #409091 - Water Distribution	Water	85,739	2037	1.50%	Mar	71,025	3,710	1,065	4,776	67,315	3,766	1,010	4,776	63,549	3,822	953	4,776	59,726	
ACWF #409111 - Eric Ln Sewer	Sewer	190,926	2037	1.50%	Oct	162,287	-	-	-	162,287	9,546	2,434	11,980	152,741	9,546	2,291	11,837	143,194	
ACWF #409071 - KDRPIII	Sewer	442,630	2037	1.50%	Mar	183,483	9,556	2,752	12,308	173,928	9,699	2,609	12,308	164,228	9,845	2,463	12,308	154,384	
Dump Truck	General	146,949	2020	2.51%	Monthly	PAID OFF	-	-	-	PAID OFF	-	-	-	PAID OFF	-	-	-	PAID OFF	
Gas line (KPB Loan)	General	12,359,388	2025	4.00%	Sept	2,459,945	2,459,945	50,682	2,510,627	PAID OFF	-	-	-	PAID OFF	-	-	-	PAID OFF	
Police Station Bond	General	4,100,000	2034	5.00%	May/Nov	3,910,000	200,000	97,750	297,750	3,710,000	210,000	185,500	395,500	3,500,000	220,000	175,000	395,000	3,280,000	
Total Debt - Government1						14,230,090				11,502,535				10,420,220				9,326,225	
Accrued Leave						702,403				702,403				702,403				702,403	
Total Debt - Government2						14,932,493				12,204,938									
Enterprise Fund Activities																			
Loan Description	Fund	Original	Maturity	Interest	PMT Due														
Harbor: General Obligation Bonds	Harbor	3,735,000	2033	3.00%	June/Dec	2,765,000	160,000	66,650	226,650	2,605,000	165,000	126,900	291,900	2,440,000	170,000	120,300	290,300	2,270,000	
Harbor: GOB Bond Premium (SL 20 yrs)	Harbor	494,506	2033	n/a	Dec	296,698	24,726	-	-	271,972	24,726	-	-	247,246	24,726	-	-	222,520	
Total Debt - Business Type1						3,061,698				2,876,972				2,687,246				2,492,520	
Accrued Leave						260,010				260,010				260,010				260,010	
Total Debt - Business Type2						3,321,708				3,136,982				2,947,256				2,752,530	
Harbor: Loan From General Fund (Harbormasters Office)	Harbor	300,000	2019	2.00%	Jan	PAID OFF				PAID OFF				PAID OFF				PAID OFF	
Harbor: Loan From General Fund (Lot 42)	Harbor	300,000	2028	3.00%	Jan	190,518	59,791	10,547	70,338	130,727	65,364	3,922	69,285	65,364	65,364	1,960.91	67,325	PAID OFF	

City of Homer
FY22/23 Operating Budget



INTERNAL SERVICE FUND

Internal service funds are used to centralize certain services and then allocate the cost of those services within the government. They are used to report any activity that provides goods or services to other funds and departments on a cost-reimbursement basis.

The following are classified Internal Service Fund:

HEALTH INSURANCE FUND: This fund is to jointly account for all city (all funds) employees' health insurance costs.

LEAVE CASH OUT BANK: This fund is to jointly account for all city (all funds) employees' cashing out earned annual leaves due to retirement or other needs according to Personnel Regulations.

REVOLVING ENERGY FUND: This fund was created to provide a long term source of funding for energy efficiency projects in City Facilities. Loans are provided for capital projects that improve energy efficiency in City buildings and facilities. The loans are to be repaid using the savings that are achieved.

City of Homer
FY22/23 Operating Budget

FUND 600									
INTERNAL SERVICE FUND									
HEALTH INSURANCE FUND									
A/C Num.	Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between	
		1/1/19 -	1/1/20 -	1/1/21 -	1/1/21 -	7/1/21 -	7/1/22 -	FY23 Draft & FY21 Full-	
		12/31/19	12/31/20	12/31/21	6/30/21	6/30/22	6/30/23	Year Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Revenues									
4801	Interest	-	-	-	-	-	-	-	0.0%
4902	Other Revenue	-	-	-	-	-	-	-	0.0%
4904	Contri Health	1,758,835	1,549,024	1,821,600	772,560	2,031,300	2,171,160	349,560	19.2%
4907	Employee Health Contrib.	153,501	179,356	176,199	79,303	192,803	212,083	35,884	20.4%
4910	Employee Dental Contrib.	8,595	9,888	8,301	4,415	8,203	8,203	(98)	-1.2%
4911	Employee Vision Contrib.	48	28	-	-	-	-	-	0.0%
4992	Transfers Operating	103,986	858	3,016	3,923	1,027	1,235	(1,781)	-59.1%
	Total Revenues	2,024,965	1,739,154	2,009,116	860,201	2,233,333	2,392,681	383,565	19.1%
Expenses									
		<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Estimates</u>	<u>Estimates</u>		
5102	Fringe Benefits	4,884	5,351	4,878	2,322	4,086	4,086	(792)	-16.2%
5104	Fringe Benefits	634	446	643	219	436	436	(207)	-32.1%
5210	Prof & Spec Svc	27,411	30,557	28,866	14,322	26,737	26,737	(2,129)	-7.4%
5246	Health Ins Clms	-	-	-	-	-	-	-	0.0%
5247	Health Ins Prem	1,613,641	1,761,039	1,878,128	929,631	2,055,110	2,260,621	382,493	20.4%
5297	Health Insurance Incent.	115,450	113,550	96,600	54,583	100,800	100,800	4,200	4.3%
5609	Other	-	-	-	-	-	-	-	0.0%
5990	Transfers to	-	-	-	-	-	-	-	0.0%
	Total Expenses	1,762,020	1,910,943	2,009,116	1,001,076	2,187,170	2,392,681	383,565	19.1%
	Operating Income (Loss)	262,945	(171,789)	0	(140,875)	46,163	(0)	(0)	-123.6%
	Ending Fund Balance	266,501	94,712	94,712	(46,163)	0	0	(94,712)	-100.0%

FY22 Budget Notes:
 4904 - \$1,525/month per eligible employee
 4992 - Necessary transfer to balance fund to zero
 5247 - Reflects 9.4% increase from FY21 full year budget

FY23 Budget Notes:
 4904 - \$1,630/month per eligible employee
 4992 - Necessary transfer to balance fund to zero
 5247 - Reflects 10% increase from FY22 budget

FUND 610									
INTERNAL SERVICE FUND									
LEAVE CASH OUT FUND									
A/C Num.	Categories & Descriptions	FY19	FY20	FY21	FY21	FY22	FY23	Difference Between	
		1/1/19 - 12/31/19	1/1/20 - 12/31/20	1/1/21 - 12/31/21	1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	FY23 Draft & FY21 Full- Year Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	\$	%
Transferred In									
4904	Contribution From General Fund	85,232	104,643	146,474	146,474	177,657	175,681	29,207	19.9%
4904	Contribution From Water Fund	7,089	9,930	14,207	14,207	26,907	27,984	13,777	97.0%
4904	Contribution From Sewer Fund	7,770	10,880	15,102	15,102	14,790	14,017	(1,085)	-7.2%
4904	Contribution From Harbor Fund	29,241	31,457	36,513	36,513	103,330	108,114	71,601	196.1%
	Total Transferred In	129,331	156,910	212,295	212,295	322,684	325,795	113,500	53.5%
Expenses									
		Actual	Actual	Budget	Budget	Estimates	Estimates		
5102	GENERAL FUND - LEAVE CASH OUTS	660	3,407	1,500	1,500	4,343	5,570	4,070	271.3%
5104	GENERAL FUND - LEAVE CASH OUTS	-	242	-	-	-	-	-	0.0%
5106	GENERAL FUND - LEAVE CASH OUTS	112,483	130,243	144,974	144,974	155,704	170,111	25,137	17.3%
	Total General Fund	113,143	133,892	146,474	146,474	160,046	175,681	29,207	19.9%
5102	WATER - LEAVE CASH OUT	41	14	37	37	23	17	(19)	-52.6%
5104	WATER - LEAVE CASH OUT	-	-	-	-	-	-	-	0.0%
5106	WATER - LEAVE CASH OUT	12,966	51,622	14,170	14,170	24,216	27,966	13,796	97.4%
									0.0%
5102	SEWER - LEAVE CASH OUT	280	235	377	377	175	141	(236)	-62.7%
5104	SEWER - LEAVE CASH OUT	-	-	-	-	-	-	-	0.0%
5106	SEWER - LEAVE CASH OUT	10,966	17,003	14,725	14,725	13,149	13,876	(849)	-5.8%
	Total Water & Sewer	24,253	68,873	29,309	29,309	37,564	42,000	12,692	43.3%
5102	PORT - LEAVE CASH OUT	1,056	164	32	32	484	293	261	808.0%
5104	PORT - LEAVE CASH OUT	-	-	-	-	-	-	-	0.0%
5106	PORT - LEAVE CASH OUT	46,951	50,500	36,480	36,480	92,604	107,821	71,341	195.6%
	Total Port & Harbor	48,007	50,664	36,513	36,513	93,087	108,114	71,601	196.1%
	Total Payments to Employees	185,403	253,429	212,295	212,295	290,697	325,795	113,500	53.5%
	Change in Net Position	(56,072)	(96,519)	(0)	(0)	31,987	0		
	Fund Balance	64,533	(31,987)	(31,987)	(31,987)	0	0	31,987	-100.0%

Calculation Method (FY22):

- a. Using the most current three years' average (two prior years' actual and the current year's estimate)
- b. The Current Year's Fund Balance Estimated

a - b = The estimated budget for the following fiscal year

Calculation Method (FY23):

- a. Using the most current three years' average (FY19 actual, FY21 actual estimate, and the FY22 budget)
- b. The Current Year's Fund Balance Estimated

a - b = The estimated budget for the following fiscal year

Revolving Energy Fund (Created by Ordinance 10-14)								
Fund 620								
	City Hall LED Lighting Upgrade ORD 19-03	Library LED Lighting Upgrade ORD 19-03	Airport LED Lighting Upgrade ORD 19-03	Animal Shelter LED Lighting Upgrade ORD 19-03	Public Works LED Lighting Upgrade ORD 19-03	Raw Water Pump Station Motor Upgrade	Harbormaster Office LED Lighting Upgrade ORD 19-03	
Transfer from	100-0140	100-0145	100-0149	100-0165	100-0170	200-0400	400-0000-2306	Total
Loan Amount	\$ 9,545	\$ 18,792	\$ 23,287	\$ 2,802	\$ 10,727	\$ 6,284	\$ 4,022	\$ 362,233
Payback Schedule	3.0	3.0	3.0	3.0	3.0	13.4	3.0	
FY 2012						468.96		34,458.47
FY 2013						468.96		34,294.47
FY 2014						468.96		34,294.47
FY 2015						468.96		34,294.47
FY 2016						468.96		34,208.30
FY 2017						468.96		34,007.24
FY 2018						468.96		34,007.24
FY 2019						468.96		34,007.24
FY 2020	3,181.67	6,264.00	7,762.33	934.00	3,575.67	468.96	1,340.67	40,481.02
FY 2021	3,181.67	6,264.00	7,762.33	934.00	3,575.67	468.96	1,340.67	23,527.29
FY 2022	3,181.67	6,264.00	7,762.33	934.00	3,575.67	468.96	1,340.67	23,527.29
FY 2023						468.96		468.96
FY 2024						468.96		468.96
FY 2025						187.58		187.58
Total Payback	9,545	18,792	23,287	2,802	10,727	6,284	4,022	362,233
Loan Balance	0	0	0	0	0	0	0	\$ -

Payback to Depreciation Reserve Funds:			
Transfer from	200-0400	200-0500	400-0600
Years to Payback	13.4	8.7	8.9
FY 2012	12,397.70	786.55	14,252.00
FY 2013	12,397.70	786.55	14,252.00
FY 2014	12,397.70	786.55	14,252.00
FY 2015	12,397.70	786.55	14,252.00
FY 2016	12,397.70	786.55	520.00
FY 2017	12,397.70	786.55	
FY 2018	12,397.70	786.55	
FY 2019	12,397.70	786.55	
FY 2020	12,397.70	550.60	
FY 2021	12,397.70		
FY 2022	12,397.70		
FY 2023	12,397.70		
FY 2024	12,397.70		
FY 2025	4,918.90		
Total	166,089.00	6,843.00	57,528.00
Transfer to	256-0378	256-0379	456-0380

**City of Homer
FY22/23 Operating Budget**



INVESTMENTS

This section is for information only.

The City Code 3.10 governs the City's investments.

Basic objectives:

- 1. Principal safety**
- 2. Sufficient liquidity to meet cash flow requirements**
- 3. Reasonable return**

Authorized Investment Instruments (City Code 3.10.040):

- 1. U. S. Treasures**
- 2. Other securities issued by United States Government and its Agencies**
- 3. Units of the Alaska Municipal League investment pool**
- 4. Certificate of Deposits and other FDIC insured deposits**
- 5. Taxable bonds or notes issued by any state or political subdivisions**
- 6. Bankers' Acceptances offered by banks**
- 7. Money Market Funds**
- 8. Long-term investments with Moody Rating A1 and above or S&P Rating AA and above; short-term investments with Moody Rating P-1 or S&P Rating A-1+.**

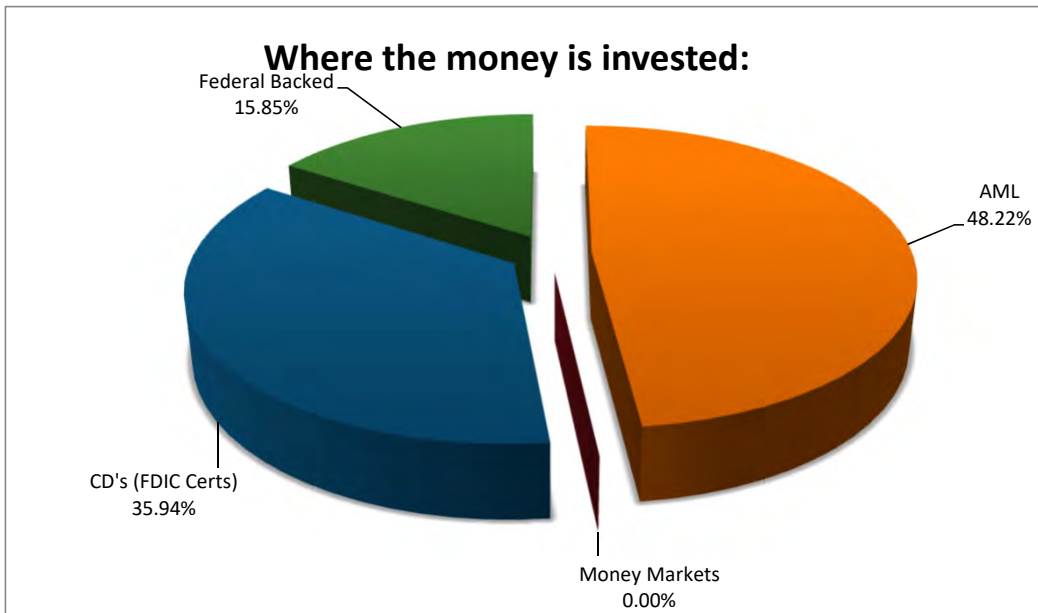
CITY OF HOMER Treasurer's Report

As of:

December 31, 2020

INVESTMENT BY INSTITUTION:	\$ Invested	% Of \$ Invested
Alaska Municipal League	\$ 14,897,260	47%
Pro-Equities	\$ 17,104,387	53%
Total Cash and Investments	\$ 32,001,647	100%

MATURITY OF INVESTMENTS:		AMOUNT	% Of Investment by Maturity Date
1 to 30 Days	1/30/2021	\$ 14,936,406	47%
30 to 120 Days	4/30/2021	\$ 925,202	3%
120 to 180 Days	6/29/2021	\$ -	0%
180 to 365 Days	12/31/2021	\$ 744,271	2%
Over 1 Year		\$ 15,395,768	48%
TOTAL		\$ 32,001,647	100%



These investments are made in accordance with the City of Homer's investment policy pursuant to Ordinance 93-14, Chapter 3.10. The balances reported are unaudited.

City of Homer
FY22/23 Operating Budget

Alaska Municipal League Investment Pool

<u>Account Desc.</u>	<u>12/31/2018</u>	<u>12/31/2019</u>	<u>12/31/2020</u>	<u>4/30/2021</u>
Alaska PRI (Pooled Fund)	7,102,293	8,073,544	12,684,757	11,118,833
Alaska PRI (Library)	3,607	3,685	3,704	3,704
Alaska PRI (Fire Dept)	41,972	42,870	43,099	43,100
Alaska PRI (PERS)	270,517	276,357	277,830	277,837
Alaska PRI (SUSTAIN Fund)	15,663	16,002	16,086	16,086
Natural Gas	1,714,356	1,861,884	1,871,803	5
<u>Total</u>	<u>9,148,409</u>	<u>10,274,341</u>	<u>14,897,279</u>	<u>11,459,564</u>

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“WHERE THE LAND ENDS AND THE SEA BEGINS”

**City of Homer
FY22/23 Operating Budget**



Appendix

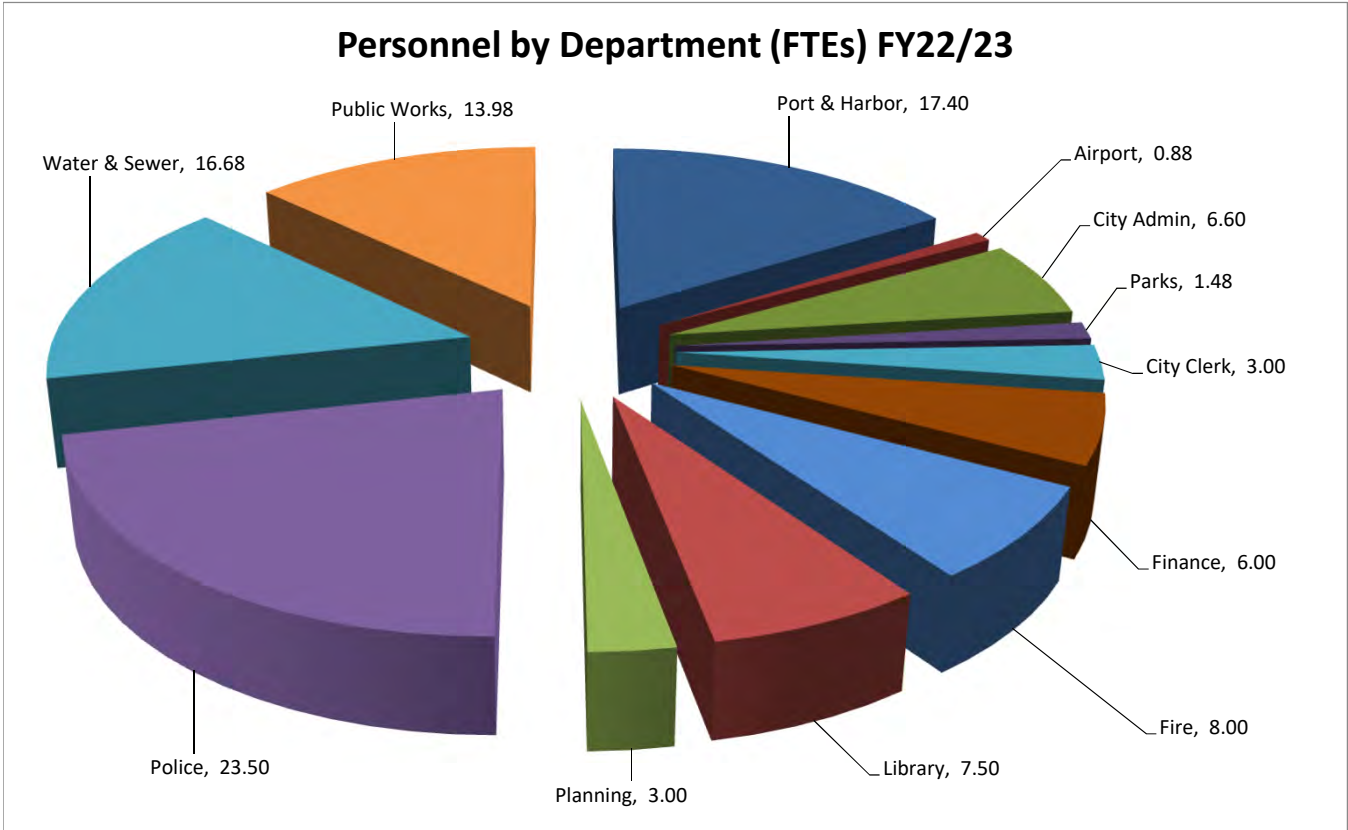
Section Includes:

- Staffing
 - Personnel by Department (FTEs) Chart
 - FY22 Hourly Salary Schedule
 - FY23 Hourly Salary Schedule

- Account Descriptions
 - Chart of Account descriptions associated with the operating fund

- Budget Glossary
 - Glossary of budget related terminology

**City of Homer
FY22/23 Operating Budget**



<u>Department</u>	<u>FY 23 Draft Budget</u>	<u>FY 22 Draft Budget</u>	<u>FY 21 Amended Budget</u>	
Port & Harbor	17.40	17.40	17.40	0.00
Airport	0.88	0.88	0.88	0.00
City Admin	6.60	6.60	6.60	0.00
Parks	1.48	1.48	1.48	0.00
City Clerk	3.00	3.00	3.00	0.00
Finance	6.00	6.00	6.00	0.00
Fire	8.00	8.00	8.00	0.00
Library	7.50	7.50	7.50	0.00
Planning	3.00	3.00	3.00	0.00
Police	23.50	23.50	23.50	0.00
Water & Sewer	16.68	16.68	16.68	0.00
Public Works	13.98	13.98	13.98	0.00
Total FTE	108.00	108.00	108.00	

FY22/23 Budget Notes:

COLA	0.0%														
ANNUAL MERIT STEPS															
RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	Step L	Step M	Step N	Step O
1	12.68	13.21	13.58	13.97	14.34	14.75	15.17	15.60	16.49	16.97	17.48	18.02	18.56	19.11	19.69
2	13.60	14.14	14.56	14.97	15.39	15.82	16.28	16.75	17.69	18.24	18.77	19.33	19.92	20.52	21.14
3	14.52	15.12	15.55	15.97	16.43	16.90	17.38	17.85	18.89	19.45	20.04	20.64	21.27	21.90	22.55
4	15.44	16.06	16.52	16.97	17.46	17.96	18.46	19.00	20.07	20.68	21.30	21.94	22.60	23.27	23.98
5	16.32	17.01	17.48	17.98	18.48	19.02	19.53	20.10	21.25	21.90	22.55	23.22	23.90	24.63	25.36
6	17.23	17.94	18.45	18.97	19.50	20.06	20.63	21.20	22.42	23.07	23.78	24.49	25.23	26.00	26.77
7	18.15	18.88	19.40	19.95	20.53	21.10	21.70	22.31	23.57	24.28	25.01	25.75	26.53	27.32	28.15
8	19.02	19.81	20.35	20.93	21.51	22.12	22.75	23.39	24.72	25.46	26.25	27.01	27.82	28.66	29.53
9	19.91	20.72	21.30	21.91	22.53	23.17	23.81	24.48	25.87	26.65	27.46	28.26	29.12	29.99	30.89
10	20.77	21.62	22.23	22.86	23.50	24.18	24.85	25.57	27.01	27.82	28.65	29.53	30.42	31.33	32.27
11	21.63	22.54	23.18	23.81	24.49	25.19	25.89	26.61	28.15	28.99	29.86	30.74	31.68	32.63	33.60
12	22.53	23.43	24.08	24.78	25.47	26.21	26.93	27.70	29.27	30.13	31.05	31.99	32.94	33.94	34.96
13	23.36	24.31	25.01	25.72	26.44	27.18	27.94	28.75	30.37	31.28	32.22	33.20	34.19	35.23	36.28
14	24.21	25.20	25.91	26.64	27.41	28.18	28.98	29.79	31.48	32.43	33.40	34.39	35.43	36.50	37.60
15	25.06	26.08	26.83	27.58	28.35	29.16	30.00	30.83	32.58	33.55	34.57	35.59	36.66	37.76	38.90
16	25.89	26.96	27.72	28.49	29.30	30.12	30.99	31.88	33.65	34.67	35.72	36.79	37.89	39.03	40.20
17	26.73	27.81	28.59	29.41	30.25	31.11	31.99	32.88	34.76	35.80	36.86	37.96	39.11	40.28	41.48
18	27.56	28.67	29.48	30.32	31.18	32.07	32.97	33.92	35.83	36.92	38.00	39.15	40.33	41.54	42.78
19	28.38	29.56	30.37	31.24	32.11	33.01	33.96	34.91	36.90	37.99	39.15	40.33	41.54	42.78	44.06
20	29.18	30.37	31.25	32.12	33.02	33.97	34.92	35.92	37.95	39.10	40.27	41.48	42.71	44.00	45.32
21	30.01	31.24	32.11	33.00	33.96	34.89	35.89	36.92	39.01	40.18	41.39	42.63	43.91	45.23	46.59
22	30.82	32.07	32.95	33.92	34.85	35.84	36.85	37.90	40.05	41.25	42.49	43.77	45.07	46.42	47.82
23	31.58	32.88	33.82	34.78	35.76	36.77	37.82	38.88	41.08	42.32	43.57	44.89	46.23	47.63	49.05
24	32.39	33.70	34.66	35.63	36.66	37.69	38.74	39.84	42.11	43.38	44.68	46.01	47.39	48.82	50.28
25	33.19	34.55	35.49	36.50	37.55	38.59	39.70	40.80	43.12	44.41	45.75	47.13	48.54	49.98	51.50
26	34.05	35.44	36.41	37.45	38.52	39.59	40.72	41.86	44.24	45.56	46.93	48.34	49.80	51.28	52.83
27	34.91	36.33	37.33	38.39	39.49	40.59	41.75	42.91	45.35	46.71	48.11	49.56	51.05	52.57	54.16

COLA	0.8%														
ANNUAL MERIT STEPS															
RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	Step L	Step M	Step N	Step O
1	12.78	13.31	13.68	14.09	14.46	14.87	15.29	15.73	16.62	17.11	17.62	18.16	18.70	19.27	19.85
2	13.71	14.26	14.68	15.09	15.52	15.95	16.41	16.88	17.84	18.39	18.92	19.49	20.08	20.68	21.31
3	14.64	15.24	15.68	16.10	16.56	17.03	17.52	17.99	19.04	19.60	20.20	20.80	21.44	22.07	22.73
4	15.56	16.18	16.65	17.11	17.60	18.10	18.61	19.15	20.23	20.84	21.47	22.11	22.78	23.46	24.17
5	16.45	17.15	17.62	18.12	18.63	19.17	19.69	20.26	21.42	22.07	22.73	23.41	24.10	24.83	25.57
6	17.37	18.08	18.60	19.12	19.66	20.22	20.79	21.37	22.60	23.26	23.97	24.69	25.43	26.20	26.99
7	18.29	19.03	19.55	20.11	20.70	21.27	21.87	22.49	23.76	24.48	25.21	25.96	26.74	27.54	28.37
8	19.17	19.96	20.52	21.10	21.68	22.29	22.93	23.58	24.92	25.66	26.46	27.23	28.05	28.89	29.76
9	20.07	20.89	21.47	22.08	22.71	23.35	24.00	24.68	26.08	26.86	27.68	28.49	29.35	30.23	31.14
10	20.94	21.80	22.41	23.05	23.69	24.37	25.05	25.78	27.23	28.05	28.88	29.76	30.66	31.58	32.53
11	21.81	22.72	23.36	24.00	24.69	25.39	26.10	26.83	28.37	29.22	30.10	30.99	31.93	32.89	33.87
12	22.71	23.62	24.28	24.97	25.67	26.41	27.15	27.92	29.51	30.38	31.30	32.25	33.20	34.21	35.24
13	23.54	24.51	25.21	25.93	26.65	27.40	28.16	28.98	30.61	31.53	32.47	33.47	34.46	35.51	36.57
14	24.40	25.40	26.12	26.85	27.63	28.41	29.21	30.03	31.73	32.68	33.67	34.67	35.71	36.79	37.90
15	25.26	26.29	27.04	27.80	28.58	29.39	30.24	31.08	32.84	33.82	34.85	35.87	36.95	38.07	39.21
16	26.10	27.18	27.94	28.71	29.54	30.37	31.23	32.13	33.92	34.95	36.01	37.08	38.19	39.35	40.52
17	26.94	28.04	28.82	29.65	30.49	31.36	32.25	33.14	35.04	36.08	37.15	38.27	39.42	40.61	41.81
18	27.78	28.90	29.72	30.57	31.42	32.32	33.24	34.19	36.12	37.22	38.31	39.46	40.65	41.87	43.12
19	28.61	29.79	30.61	31.49	32.37	33.28	34.23	35.18	37.20	38.30	39.46	40.65	41.87	43.12	44.41
20	29.41	30.61	31.50	32.38	33.29	34.24	35.20	36.21	38.26	39.41	40.60	41.81	43.05	44.36	45.68
21	30.25	31.49	32.37	33.27	34.23	35.17	36.18	37.22	39.33	40.50	41.72	42.97	44.26	45.60	46.96
22	31.06	32.32	33.21	34.19	35.13	36.13	37.14	38.20	40.37	41.58	42.83	44.12	45.43	46.79	48.20
23	31.84	33.14	34.09	35.06	36.04	37.06	38.12	39.19	41.41	42.66	43.92	45.25	46.60	48.01	49.44
24	32.65	33.97	34.94	35.92	36.95	37.99	39.05	40.16	42.45	43.73	45.03	46.38	47.77	49.21	50.68
25	33.46	34.82	35.78	36.79	37.85	38.90	40.01	41.13	43.47	44.77	46.11	47.50	48.93	50.38	51.91
26	34.32	35.73	36.70	37.75	38.83	39.91	41.05	42.19	44.59	45.93	47.31	48.73	50.20	51.69	53.25
27	35.19	36.63	37.63	38.70	39.81	40.91	42.08	43.25	45.71	47.08	48.50	49.96	51.46	52.99	54.59

CITY OF HOMER

ACCOUNT DESCRIPTIONS

4101 - Real Property Taxes: Ad valorem taxes levied at 4.5 mills on assessed valuation of real (secured) property, i.e. land, buildings, etc. Taxes are due at the Borough on August 15 and November 15 of each year.

4102 - Personal Property Taxes: Taxes levied at 4.5 mills on privately own personal property, i.e. airplanes, snow machines, etc. Taxes are due on August 15 and November 15 of each year.

4103 - Motor Vehicle Taxes; This is the tax on all licensed vehicles in the State. The Borough apportions this tax on the population of each Tax Code Area (TCA). The total receipts are apportioned to each TCA based on its percentage of the total Borough population. The receipts apportioned to a particular TCA are distributed to taxing jurisdiction areas (TJAs) which make up the TCA. Distribution is based on the mill rates of the TJA's composition to the total mill rate of the TCA.

4104 - Prior Years Taxes: Collection in the current year of taxes levied in the prior year or years (delinquent taxes).

4105 - Penalty & Interest-Property Taxes: Collection of penalties and interest on delinquent taxes.

4201 - Sales Tax: The City sales tax rate is 4.5% and is apportioned as follows: 3% for general services, 3/4% for sewer debt retirement and 3/4% for street reconstruction and related utilities.

4202 - Public Utility Tax: Taxes paid by the electric and telephone coops to the State. The

taxes are based on: all electric kWh sold within the City limits of Homer at .0005 mills; total telephone revenue generated within the City.

4203 - Liquor License: Amount received from the State for the tax levied on these items.

4205 - Sales Tax Commission: Prompt filing of quarterly sales tax allows us to take a 5% or maximum \$1,000 from the remittance to the KPB.

4206 - Fish Tax: Monies received by the Port and Harbor for the shared fisheries business tax program.

4207 - Cruise Ship Tax: Cruise Ship Passenger Tax received through the Kenai Peninsula Borough. Funds to be used only for the benefit of Cruise Ship Landings.

4245 - Waste Oil Disposal Recovery

4249 - Oil Spill Recovery

4301 - Driveway Permit: Fee charged permission to connect property to a City street by way of a driveway.

4302 - Sign Permit Fee: charged permission to put up a sign within the City.

4303 - Building Permit: Fee charged based on the value of the building to be constructed.

4304 - Peddler Permit: Fee charged for a business without a permanent physical location for their business.

4305 - Animal License: Fees collected for the licensing of animals with the city limits.

CITY OF HOMER

ACCOUNT DESCRIPTIONS

4308 - Zoning Fees: Fee charged for a variety of changes such as variance, rezone, and contract rezone. See HCC 21.

4309 - ROW Permit: Fee charged for a Right of Way Permit. Fee is based on the magnitude of the project.

4311 - Library Cards: Fee charged for the use of library facilities.

4314 – Taxi/Chauffeurs/Safety Inspections

4318 – Parking Revenue: Revenues generated from parking on the spit.

4319 – Sale of Electrical Supplies

4401 - Fines/Forfeitures: Revenues derived from traffic violations and bail forfeitures.

4402 - Non-Moving Fines: Revenues from fines other than moving violations i.e. parking fines.

4501 - Alaska Shared Revenue: This revenue is based on revenues received from the state for the Homer Community.

4503 - Prisoner Care: Revenues received from the State. Provides for prisoner custody and care related to the jail. Payments are made at the end of each quarter.

4504 - Borough 911: Revenues received by the Kenai Peninsula Borough for providing 911 emergency services.

4505 - Police Special Services: Certain services are provided to the State Troopers like dispatching, etc. Payment is made at the end of each quarter.

4507 - Library Grant - State library grant funds received.

4511 - Pioneer Ave P/W Maintenance: The State pays the City for maintenance services provided for Pioneer Ave.

4512 - Reimbursement for Expenses: For reimbursement of an expenditure made by the City, i.e. employee is on jury duty and receives their regular pay. The jury duty check is credited to this account.

4514 - Other Grants: Miscellaneous grants received by departments.

4515 Ferry Lease: City exchange of land use by State Ferry System for maintenance garage.

4599 – Pioneer Ave. Beautification: Revenue collected from businesses for planting flowers.

4601 - Ambulance Fees: Payment for services associated with emergency medical services provided to patients in transport to a particular destination.

4602 - Fire Department Services: Fire-related services provided by Fire Dept.

4603 - Fire Contract: Contract for fire protection to Kachemak City.

4604 - EMS Class Fee: A fee charged each individual for classes that prepare individuals to provide Emergency medical services to local citizens.

CITY OF HOMER

ACCOUNT DESCRIPTIONS

4606 - Wildland Fires: (outside city limits)
Payment received for fighting wild fires outside the City limits.

4607 - Other Services: Monies received for services and goods provided by the City.

4608 - City Campground: Fees collected for the use of the Hillside Campground facility at Hornaday Park.

4609 - Animal Care Fees: Fees charged for the impoundment, care and feeding of stray animals.

4610 - Sale of Plans & Specs: Charge for the standard plans and specs sold along with the specific plans and specs for a project.

4611 - City Clerk Fees: Fees charged for services such as notary, copies of meeting tapes, election-related matters, etc.

4612 - Publication Fees: Charges for copies of City documents sold, i.e. comprehensive plan, zoning map, legislative requests, CIP, zoning & planning information, etc.

4613 - Cemetery Plots: Revenues derived from the sale of cemetery plots.

4614 - Community School Class Fees: Fees charged for community school classes.

4616 - Metered Sales: Residential Income derived from the sale of water to residences in and outside the City of Homer.

4617 - Metered Sales - Commercial Income derived from the sale of water to local businesses in and outside of the City of Homer.

4618 - Metered Sales: Industrial Income derived from the sale of water to various industrial businesses in the Homer area.

4619 - Inspection Fees: Fee charged to inspect new water or sewer connection and sewer or water permit fees for connect to City system.

4620 - Ice Sales: Charge for the sale of ice at the fish dock.

4621 - Cold Storage: Fee charged for the use of the City cold storage facility located in the Port/Harbor area.

4622 - Crane Rental: Fee charged for the use of the crane at the fish dock.

4623 - Card Access Fee: Fee charged to purchase annual crane card which allows access to the crane.

4624 - Berth Rent - Transient Monthly: Certain areas of the harbor have transient vessels that use boat slips on a first come based for short term usage.

4625 - Berth Rent – Reserved: Certain areas of the harbor have reserved berths. An annual fee is collected for the use of these boat slips.

4626 - Berth Rent - Transient A: Annual transient moorage fee.

4627 - Berth Rent - Transient S: Semi-annual transient moorage fee.

4628 - Berth Rent - Transient D Daily transient moorage fee.

CITY OF HOMER

ACCOUNT DESCRIPTIONS

4629 - Metered Energy: Fee for the use of electrical energy. Reserved stalls are charged a minimum fee plus cost per kWh.

4631 - US Coast Guard Leases: Lease payments for Coast Guard's use of the Port/Harbor facilities.

4633 - Stevedoring: Longshore services billed to vessels requiring a longshore crew to dock, load, and/or unload products.

4634 - Port Storage Fee: Amount charged for storing other than City property in designated areas.

4637 - Seafood Wharfage: Fee charged for moving seafood over deep water dock.

4638 - Main Dock - Fuel Wharfage: Fee for moving fuel over the docks.

4639 - Main Dock – Wharfage: Fees charged for the use of the Main Dock to receive or discharge cargo and passengers.

4640 - DWD – Wharfage: Fees charged for moving cargo over the Deep Water Dock.

4641 - Main Dock - Water Sales: Sale of water to vessels using the Main Dock.

4642 - Main Dock – Docking: Charge for use of Homer docking facilities at the Main Dock.

4643 - DWD – Docking: Charge for the use of Homer docking facilities at the Deep Water Dock.

4644 - Pumping: Fee charged for the use of the pumping equipment on the dock.

4645 - Wooden Grid: Fee for putting a vessel on the wooden grid.

4646 - Commercial Ramp Use: Fee charged for using the inner harbor barge ramp.

4647 - Berth Waiting List: Fee received for putting an individual's name on the list for the next available berth for their boat.

4648 - Steel Grid Use: Fee for putting a vessel on the steel grid.

4650 - Rent & Leases: Charges for the use of City facilities i.e. state trooper use of a portion of the Police Department Building and facilities and leases of Spit land.

4653 - L & L Ramp: Fee charged for launching and landing of smaller boats, mainly for recreational use.

4654 - Spit Camping: Fee charged for camping on the Spit for both tents & RVs.

4655 - Airline Leases: Fee charged for lease of space at airport used to operate an airline.

4656 - Concessions: Fee charged for concession stands at airport.

4657 - Car Rental: Fee charged to car rental agency at airport.

4658 - Parking Fees: Fee charged for long term parking at the airport.

4659 - Vending Machines: Fee charged for vending machines stationed at the airport.

4660 - Advertising: Fee charged for advertising at the airport.

CITY OF HOMER

ACCOUNT DESCRIPTIONS

4661 - Connection Fee: Charges to establish services for sewer and/or water \$30.00. Service calls, minor repairs, inspections at \$25.00 per hour. It may include the actual labor cost for an employee.

4662 - Services & Meters: Payment of the (stub out fees) water or sewer permit and/or deferred service installation, fees charged for services a one time meter lease fee for water.

4663 - Transient Energy 110V: Charges for use of 110 volt electrical energy for transients based on daily or monthly rates.

4664 - Transient Energy 220V: Charges for use of 220 volt electrical energy for transients based on daily or monthly rates.

4665 - Transient Energy 208+B325V3P: Charges for use of 208 volt three phase electrical energy for transients based on daily or monthly rates.

4666 - Commercial Ramp Wharfage: Charge for moving cargo over the commercial ramp.

4667 - Beach Wharfage: Fee charges for moving cargo over City-owned beaches.

4668 - DWD – Water: Sale of water to vessels using the Deep Water Dock.

4672 – Port Security: Reimbursement received for providing security during cruise ship landings.

4700 – Other Wharfage - Fish Dock: Miscellaneous wharfage over the fish dock.

4701 - RV Dump Station: Revenue generated by the RV dump station on the Spit.

4703 - Main Dock Seafood Wharfage: Fee charged for moving seafood over the main dock.

4704 - Outfall Line: Fee charged for connection & annual fee for services on outfall line used to dispose of fish waste.

4706 – Fish Grinding: Fee charged for Fish Grinding.

4801 - Interest: Interest earned from the investment of money in the particular fund to which it applies. Revenue derived from the investment of City money.

4802 - Penalty & Interest: Penalties and interest levied on delinquent accounts. This includes water, sewer, assessments and port/harbor accounts receivables.

4808 - Other Financing Source: Governmental fund general long-term debt proceeds, amounts equal to the present value of minimum lease payments arising from capital leases.

4901 - Surplus Property Sale: Sale of equipment and property no longer used by the City.

4902 - Other Revenue/Income: Miscellaneous unspecified monies received by the City. This could be non-revenue income.

4903 - Insurance Rebate: The amount received from various insurance companies because of the good experience in that particular area by the City.

CITY OF HOMER

ACCOUNT DESCRIPTIONS

4905 - Donations/Gifts: Receipt of monies which are available to the City for general specific purposes.

4906 - Proceeds from Lawsuits: Settlement monies derived from litigation.

4907 - Old School Lease Fees: Fees charged to use space in building.

4930 - Other Finance Source: Other finance source proceeds.

4981 - G/F Services Reimbursement from Water: Charges to the Water Fund for overhead and administrative services provided by the General Fund.

4982 - G/F Services Reimbursement from Sewer: Charges to the Sewer Fund for overhead and administrative services provided by the General Fund.

4983 - G/F Services Reimbursement from Port/Harbor: Charges to the Port/Harbor Fund for overhead and administrative services provided by the General Fund.

4984 - G/F Services Reimbursement from HART: Charges to HART for overhead and administrative services provided by the General Fund.

4985 - G/F Services Reimbursement from HAWSP: Charges to HAWSP for overhead and administrative services provided by the General Fund.

4992 - Transfers: Operating transfers from another department.

5101 - Regular Employees: Salaries, regular full-time and part-time employees.

5102 - Fringe Benefits: Fringe benefits for regular full-time and permanent part-time employees.

5103 - Part-Time Employees: Part-time, seasonal, casual, on-call employees.

5104 - Part-Time Fringe: Fringe benefits for part-time, seasonal, casual, on-call employees.

5105 - Overtime: Overtime pay @ appropriate rate.

5106 - Leave Cash Out: Employee cash out of accrued leave.

5107 - Part-Time Overtime: Non-regular employee overtime pay.

5201 - Office Supplies: Forms, stationary, pencils, computer supplies, copy paper, etc.

5202 - Operating Supplies: All other supplies including firefighting, EMS, bedding, personal hygiene, first aid, animal related; general shop operations, building, electrical, chemicals, sand, gravel, housekeeping, etc.

5203 - Fuel/Lube: Fuel and lube supplies.

5204 - Chemicals: Chlorine and other purifying chemical used in water and sewer treatment.

5205 - Ammunition: Ammunition and supplies for training and operations in the police department.

CITY OF HOMER

ACCOUNT DESCRIPTIONS

5206 - Food/Staples: Food for guests, events, visitors, animals and supporting supplies.

5207 - Vehicle/Boat Maintenance: Cost of repair and maintenance of autos, trucks, boats, and forklifts.

5208 - Equipment Maintenance: Cost of repair and maintenance of equipment.

5209 - Building & Grounds Maintenance: Cost of repair and maintenance to buildings and grounds associated with the facility.

5210 - Professional & Special Services: Cost of consultants, technicians and services provided by others.

5211 - Accounting/Audit: Cost of outside accounting services; annual audit costs.

5212 - Engineer/Architect: Cost of consulting engineers or architects.

5213 - Survey/Appraisal: Cost of surveyor or appraiser.

5214 - Rents & Leases: Cost of renting, leasing buildings, vehicles, books, equipment, etc.

5215 - Communications: Telephone service, fax, modems, cell phone usage and signal devices.

5216 - Postage/Freight: Postage expense including special delivery, Federal Express, air, etc.

5217 - Electric: Cost of electricity for buildings, facilities, grounds.

5218 - Water: Cost of water services for buildings, facilities, grounds.

5219 - Sewer: Cost of sewer services for buildings, facilities, grounds.

5220 - Refuse/Disposal: Cost of refuse collection and disposal; including the pumping of restrooms and RV dump station.

5221 - Property Insurance: Fire/property casualty premiums on all buildings and other structures.

5222 - Auto Insurance: All licensed vehicles that require insurance coverage.

5223 - Liability & Professional Insurance: Liability insurance premiums including police, fire, and EMT professional insurance.

5224 - Bond Insurance: Public employee's fidelity bond insurance.

5227 - Advertising: Cost of advertising in radio, newspapers, or magazines, including legal publications.

5228 - Books: Cost of books purchased.

5229 - Periodicals: Cost of periodicals purchased.

5230 - Audio/Visual Materials: Cost of audio/visual materials.

5231 - Tools/Equipment: Cost of tools and related equipment.

5233 - Computer/Related Items: Includes the costs of computers, printers, scanners, software, and other related computer equipment.

CITY OF HOMER

ACCOUNT DESCRIPTIONS

5234 - Recording Fees/Permits: Recording documents, permits, etc.

5235 - Membership/Dues: Cost of membership/dues to professional organizations.

5236 - Transportation: Cost of business travel including airfare, car rental, tax, and reimbursement for mileage. Does not include transportation related to employee education, see account #5603.

5237 - Subsistence: Cost of meals, hotels and other related costs due to City business travel. Does not include subsistence related to employee education, see account #5603.

5238 - Printing/Binding: Costs of book binding for library materials, printing informational matter, Camping fee tickets.

5241 - G/F Admin Fees: Reimbursement from enterprise funds for administrative services paid for by the General Fund.

5243 - Courier: Pickup and delivery of intra-department mail to other locations.

5244 - Snow Removal: Contractual cost of removing snow from certain City facilities.

5248 - Lobbying: Includes cost of travel, subsistence, special consultants, and other related costs associated with lobbying.

5249 - Oil Spill Response: Cost of responding to an oil spill.

5251 - Pioneer Ave. Beautification: Cost of growing and planting flowers on Pioneer Ave.

5252 - Credit Card Expense: Percentage amount charged by the bank for use of credit card machine.

5253 - Stop Loss Claim: Cleaning account for stop loss coverage until insurance pays.

5254 - Over/Short: when cash in cash register does not equal cash taken in.

5256 - Waste Oil Disposal: Cost to dispose of waste oil at harbor.

5258 - Float/Ramp Repairs: Cost of repairs on harbor floats and ramps.

5280 - VIP Volunteer Incentive Program: used by the Fire Department for volunteers.

5283 - Library Maintenance: Used for general maintenance of the library building.

5284 - Police Department Maintenance: Used for general maintenance of the police department building.

5285 - Fire Department Maintenance: Used for general maintenance of the fire department building.

5286 - Old School Maintenance: Used for general maintenance of the Boys & Girls Club/University leased building.

5287 - Electrical supplies: Purchase of electric supplies used in repair and maintenance.

5292 - City Hall Motor Pool Maintenance: Used for vehicle maintenance for vehicles used by City Hall.

CITY OF HOMER

ACCOUNT DESCRIPTIONS

5293 – Police Department Motor Pool Maintenance: Used for vehicle maintenance for vehicles used by the Police Department.

5294 – Fire Department Motor Pool Maintenance: Used for vehicle maintenance for vehicles used by the Fire Department.

5601 - Clothing/Uniform Allowance: All clothing, uniforms, and accessories for police, harbor officials, and prisoners to include the cost of laundry.

5282 – City Hall Maintenance: The cost of maintenance of City Hall Building.

5602 - Safety Equipment: Cost of required safety gear, jackets, protective clothing, rain gear, etc.

5603 - Employee Training: Cost of tuition, instruction, seminars, registration, supplies, travel, lodging, and meals directly related to training. Does not include public education or conferences.

5604 - Public Education: Cost of supplies, materials, instruction by professional and related costs for organizations and universities. Fire prevention, public EMS classes, and other forms of public education.

5605 - Sister Cities: Costs associated with Sister Cities' activities.

5606 - Bad Debt Expense: Uncollectible accounts written off.

5607 - Debt Payments: Includes principal and interest on bonds, loans, lease purchases and any other obligations whereby the City will acquire ownership of the asset.

5608 - Interest: Cost of borrowing monies.

5610- Collection Expense: Includes service fees charged the City for filing of court actions, vessel documentation research fees, notices, ads and any other related charges related to the collection of monies owed the City.

5614 – Car Allowance: Allowance paid to certain employees for the usage of their vehicles rather than the City providing a vehicle to them for City use.

5625- Impound Costs: The costs to impound vehicles.

5627 – Port Security: The costs to provide security for the cruise ships visiting Homer.

5630 – Haven House: Payments made to Haven House to assist them in operating expenses.

5801 - Museum: Contributions from the City.

5804 - Chamber of Commerce/Visitors Center: Contributions from the City.

5823 - Fish Stocking: The cost of salmon smolt for Nick Dudiak Fishing Lagoon.

5901 - Equipment: Capital outlay for equipment, furniture and fixtures or modifications costing more than \$5,000.

5903 - Buildings & Improvements: Capital outlay for buildings and/or improvements costing more than \$5,000.

5904 - Land: Capital outlay for the cost of acquisition of land by purchase or trade.

CITY OF HOMER

ACCOUNT DESCRIPTIONS

5907 – C/O Improvements: Capital Outlay for improvements.

5990 - Transfers: Transfers to another fund/department.

CITY OF HOMER

BUDGET GLOSSARY

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

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

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

AML - Stands for "Alaska Municipal League".

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

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

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

BUDGET - A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used

without any modifier, the term usually indicates a financial plan for a single fiscal year.

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

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

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

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

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

CITY OF HOMER

BUDGET GLOSSARY

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

CONTRACTUAL SERVICES - Items of expenditure for services the City receives primarily from an outside company.

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

EDC - Stands for "Economic Development Commission".

EMPLOYEE BENEFITS - Contributions made by the City to designated funds to meet commitments or obligations for employee fringe benefits. Included are the City's share of costs for Social Security and the various pension, medical, and life insurance plans.

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

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

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

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

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

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

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

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

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

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

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

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP) - Uniform minimum standards and guidelines for financial

CITY OF HOMER

BUDGET GLOSSARY

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

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

HART - Stands for "Homer Accelerated Roads & Trails".

HAWSP – Stands for "Homer Accelerated Water Sewer Projects".

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

ISO - Stands for "Insurance Services Office, Inc.", this organization does evaluations for insurance rating classifications and advises the protection class.

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

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

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

LID - Stands for "Local Improvement District", this is a mechanism used to obtain an organized unit for construction purposes.

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

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

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

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

OPERATING BUDGET - Plans of current expenditures and the proposed means of

CITY OF HOMER

BUDGET GLOSSARY

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

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

ORDINANCE - A formal legislative enactment by the legislative body which, if not in conflict with any higher form of law, has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Revenue raising measures, such as the imposition of taxes, special assessments, and service charges universally require ordinance.

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

PROGRAM - An organized set of related work activities which are directed toward a common purpose or goal and represent a well-defined expenditure of city resources.

PROGRAM BUDGET - A budget which structures budget choices and information in terms of programs and their related activities, (i.e. repairing roads, treating water, etc.), provides information on what each program is committed to accomplish in the long run (goals) and in the short run (objectives), and measures the degree of achievement of program objectives (performance measures).

PROGRAM GOAL - A program goal is a general statement on the intended effect or purpose of the program's activities. It includes terms such as: To provide (a service), to supply (a given need), to control, reduce, or eliminate (an occurrence), to maintain (standards), or to maximize (quality). A goal is not limited to a one-year time frame and should generally not change from year to year. A goal statement describes the essential reason for the program's existence.

PROGRAM OBJECTIVE - Objectives are statements of the intended beneficial and/or tangible effects or a program's activities. They are measurable, and related to the proposed budget year. They are specific targets toward which a manager can plan, schedule work activities, and make staff assignments. Objectives should be quantifiable and are addressed in terms such as: to increase an activity, to maintain a service level, to reduce the incidence, or to eliminate a problem.

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

PROPRIETARY FUNDS - A type of fund that accounts for governmental operations that are financed and operated in a manner similar to private business enterprises. Proprietary fund types used by the city include the enterprise funds.

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

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

RESOLUTION - A special or temporary order of a legislative body; an order of a legislative

CITY OF HOMER

BUDGET GLOSSARY

body requiring less legal formality than an ordinance or statute.

RETAINED EARNINGS - An equity account reflecting the accumulated earning of an enterprise or internal service fund.

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

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

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

SELF-INSURANCE - Revenues levied by one government are shared on a predetermined basis, often in proportion to the amount collected at the local level, with another government or class of governments.

SINGLE AUDIT - An audit performed in accordance with the Single Audit of 1984 and the Office of Management and Budget (OMB) Circular A-128, Audits of State and Local Governments. The Single Audit Act allows or required governments (depending on the amount of federal assistance received) to have one audit performed to meet the needs of all federal grantor agencies.

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

TAX RATE - The level at which taxes are levied

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

TESHIO, JAPAN - This is our Japanese Sister City.

YELISOVO, RUSSIA - This is our Russian Sister City.

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“WHERE THE LAND ENDS AND THE SEA BEGINS”



City of Homer

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Memorandum 21-087

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: May 24, 2021
SUBJECT: FY22/23 Operating Budget Introduction and FY22/23 Capital Budget Draft Information

The May 24th Council meeting will see the introduction of the FY22/23 Operating Budget ordinance and a preview of the FY22/23 Capital Budget. The Operating Budget will come before Council two more times with a target adoption on June 28th. The Capital Budget ordinance is on track for introduction on June 14th and adoption on June 28th. In years past, they have been presented as one ordinance and one document. For this biennium they will be presented separately.

Overview

The budget proposed generally maintains the status quo, which in Homer has been conservative year over year growth. It does not add any new staff, does not cut services to the public, and it does not raise taxes. That said, the proposed budget does present operating deficits which are balanced by transfers from fund balance. The pandemic year of 2020 has had an outsized effect on many local governments all throughout the country, however, we seem to have fared much better than many municipalities. While we are forecasting a deficit, I believe that there are good odds we'll see surplus conditions in FY22 actuals. Indicators are pointing towards a very strong summer tourist season, however, it is very difficult to accurately quantify what is likely to be a very out of the ordinary year. Additionally, in recent years, the City has been least half a million dollars under budget in actual spend and generated an average of more than one million dollars in additional revenue when we compare budgets to actuals.

Two items which are not yet set, but will potentially have a significant impact on our operating budgets, are health insurance costs and the American Rescue Plan Act (ARPA).

- **Health Insurance Costs** – In the early review draft provided on May 10th, Administration had budgeted a 10% across the board increase for health insurance in FY22 and again in FY23. That same day our broker indicated that we may be on track for a larger increase. We have since gone out to bid through our broker to see what else may be available on the market. We expect news during the first week of June. In the meantime, we have increased the health insurance budget to a 15% increase in each year. It is very likely we will have to modify that number between introduction and adoption of the budget. Our insurance broker will attend the June 14th Committee of Whole meeting to address Council.
- **ARPA** – The City is expecting approximately \$1.2 million in COVID relief funds from the Federal Government which will be paid out in two tranches (~\$600,000 in FY22 and ~\$600,000 in FY23). We are

currently evaluating if these funds can be used as revenue replacement, and if those funds can then be integrated into our operating budget. The Finance Department has reached out to a financial consulting firm to assist us in our analysis of the law and how it applies to our specific context. Once we have a firm grasp of the possibilities for these funds, they may be integrated into the budget via an amendment.

FY22/23 Operating Budgets

General Fund

The General Fund Operating Budget was built with the intention of maintaining existing City services without adding new staff positions. While there are compelling cases to be made for new or expanded positions in many departments, the forecasted revenue does not support those costs and the budget includes zero new employees. It does however make some allowances for expanded temporary staff or professional services to help our team meet the demands of Council and the public for services.

The impact of rising health insurance rates has generated forecasted deficits of \$39,668 and \$180,164 for FY22 and FY23 respectively. With an expected heavy tourist season, and a tendency to come in under budget in actual spend year over year, Administration believes that it is very likely that our actual spending will not exceed our revenues.

Utility Fund

Utility operations are funded by water and sewer rates. In November 2020, Council reduced the rates by removing the CARMA reserve component (15% of the operating budget) via Resolution 20-118(s). This has contributed to forecasted deficits of \$46,991 in FY22 and \$199,913 in FY23. The Council is in the middle of a review of water and sewer reserves and financial policies with an outside consultant at HDR. There is an expectation from Administration that the results of that work will lead to an updated rate which will rebalance the utility operations budget. This is likely to occur after the adoption of the FY22/23 budget.

Harbor Enterprise Fund

The Enterprise's operating budget is in good shape for FY22/23 and projecting a surplus in each year. We anticipate a transfer of \$650,391 to reserves in FY22 and \$636,422 in FY23. The Port & Harbor Commission has indicated an interest in supporting a credit for General Fund sales tax revenue generated by the Enterprise. I have not included that request in the budget as we have not forecasted sufficient revenue to the General Fund in FY22/23 to support it without a transfer from reserves. If we have a very strong tourist season, I believe that this is a great request for Council to follow up on and consider as part of a mid-biennium review.

FY22/23 Capital Budget

Attached to this memo are a series of sheets containing proposed capital projects. These sheets are broken up by funding source (i.e. CARMA 156, Fleet CARMA 152, Port & Harbor Fleet 452, Port & Harbor Reserve 456, HART, & HAWSP).

All capital project funding is carried by existing funds, no project slated for review and approval exceeds the current balances of the funding sources. The CARMA Funds (152, 156, and 256) have sufficient existing funds to get a meaningful number of projects underway in FY22/23. A major goal of Administration in the project list put forward is to not fall behind in projects, fleet replacements, etc. because it will only exacerbate future needs. A concern is that the CARMA funds do not

operating budget. Administration believes that there is a very real chance sales tax revenues will greatly exceed forecasts which could provide surplus operating funds. The staff recommendation would be to prioritize the funding of CARMA accounts (or whatever vehicle Council chooses to use for future project funding) if those surplus funds materialize.

In the attached sheets you will see the following: current information, open encumbrances, requested projects, future fund activity, and proposed future state. See below for definitions/explanations of each section.

- **Current Information** – this section shows the funding source as it stands right now with its current fund balance, open encumbrances, and available balance.
- **Open Encumbrances** – this section shows projects previously approved by Council that still have unspent funds. Each project is shown with the department that requested the project, the ordinance approving the money, the applicable account number, and the amount of funds remaining. In some cases the project has not been started and the full value is remaining, in others the project is at a midway point and some money has been spent but there is more work to do with the remaining funds.
- **Requested Projects** – this section shows projects which have been sent to the City Manager by staff and approved for inclusion into the Capital Budget draft. Each project is shown with the requesting department, applicable account number, fiscal year*, and requested amount.
- **Future Fund Activity** – this section shows other expected movement within the funding source to include transfers, incoming sales tax, assessment revenue, and debt payments.
- **Proposed Future State** – this section shows how the funding source would shape up financially if all projects presented are approved by the Council and other spending and revenues occur as budgeted.

*Regarding fiscal years, staff made their requests for either FY22 or FY23. At this time I have chosen to show all requests in FY22. I'm doing this because there are a lot of disruptions in worldwide supply chains which could last months to years depending on the industry. I would like staff to have the flexibility to take advantage of opportunities as they arise to acquire capital items when they are available, which might not perfectly sync up with our fiscal years.

Between this Council meeting and the Capital Budget introduction June 14th, I will be reviewing the draft with staff and possibly making some small changes. With current market fluctuations it is difficult to make accurate pricing estimates, we are making a good faith effort to get as close as we can to minimize return trips to Council for additional appropriations. In the meantime, I would ask that Council forward comments, questions, etc. to my office for review.



Memorandum

TO: HOMER CITY COUNCIL AND MAYOR CASTNER

THRU: ROB DUMOUCHEL, CITY MANAGER

FROM: BRYAN HAWKINS, PORT DIRECTOR/HARBORMASTER

DATE: MAY 12 2021

SUBJECT: 22/2023 BUDGET- PORT GENERATED SALES TAX CREDITED TOWARD
CITY ADMIN FEES

During the Port Commission's March meeting they discussed the proposed 2022/23 budget and explored ideas for both raising new revenues and lowering operational costs, with the ultimate goals of #1 building a reserve for the purpose of replacing existing harbor infrastructure and #2 building resiliency and sustainability into our Enterprise overall. Commission and staff are keenly aware of the fact that the harbor infrastructure has a limited lifespan and that the Enterprise is falling behind in our responsibilities for maintaining adequate/safe float facilities for our customers. This has been a topic for several months and it all boils down to building our depreciation reserves to a level that will allow us to begin replacing floats in the harbor. Staff estimates that the current infrastructure value/replacement cost of the docks at approximately 107 million dollars (a conservative number) and that the Enterprise should be working towards building our reserves by 1 million a year in order to be able to fund future replacements and become sustainable.

In the meeting held by the Commission on April 28 they readdressed the topic, bringing together their individual research and plans to finalize recommendations. At the meeting I shared with the commission the proposed change to the general fund administration fees charged to the Enterprise contained in the manager's draft budget and that the portion of the Port & Harbor cost share is reduced from 21% to 13%, a reduction of approximately \$150,000. The Commission noted and appreciated the change but noted that more reduction is needed. Included are the meeting minutes to give background on the discussion. To note are Chair Zimmerman and Commissioner Matthews discussion on a public owned and managed Harbor verses a private marina and Commissioner Siekaniec's clarification on the motion.

There was discussion on making a motion to get City Council to address the sales tax issue.

MATTHEWS/ULMER MOVED TO HAVE A MEMO WRITTEN TO THE MAYOR, CITY COUNCIL, AND CITY MANAGER REQUESTING THE SALES TAX COLLECTED BY THE PORT BE CREDITED BACK AGAINST THE ADMIN FEES THAT THE PORT PAYS OUT.

In response to questions from Commissioners Erickson and Siekaniec, Mr. Hawkins clarified that about half of the budget is encompassed by admin fees, and the \$300,000 in sales tax paid out is how much the Port and Harbor pays for both Borough and City taxes. **Mr. Siekaniec clarified then**

it's likely we'd just want a credit of the City portion that the harbor pays in addition to the requested 13% decrease to the admin fees. Commissioners discussed that while they would like to see more significant decreases to the administrative fees and more City/Borough sales tax coming back to the harbor, they agreed this was a step in the right direction. Commissioner Matthews requested that the memorandum include the following point made by Chair Zimmerman: this is a publicly-funded harbor and enterprise, not a private marina. Hardly any public harbors pay 100% for themselves, just like any public service as taxpayer money that goes into it, we should not expect the harbor to pay for itself with fees 100% and keep it at a feasible cost level for people to use it. Private marinas cost a lot more money and that's what make them more feasible for the owners to run, but that's an issue. We need to get other tax dollars and subsidies from other ways, while still trying to get as much revenue as we can to keep fees reasonable and keep the place going.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

The Commissioners requested that this subject remain on their agenda for their next few meetings to continue their work.

Recommendation:

The Port and Harbor Advisory Commission recommends that City Council make a motion to amend the proposed 22/2023 budget to include crediting the city portion of sales taxes collected by the Harbor office towards the Port and harbor general fund admin fees.

ORDINANCE REFERENCE SHEET
2021 ORDINANCE
ORDINANCE 21-36

An Ordinance of the City Council of Homer, Alaska Adopting the Fiscal Years 2022 and 2023 Capital Budget.

Sponsor: City Manager

1. City Council Regular Meeting June 14, 2021 Introduction
Memorandum 21-101 from City Manager as backup
2. City Council Regular Meeting June 28, 2021

CITY OF HOMER
HOMER, ALASKA

City Manager

ORDINANCE 21-36

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
ADOPTING THE FISCAL YEARS 2022 AND 2023 CAPITAL BUDGET.

THE CITY OF HOMER ORDAINS:

Section 1. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2022:

Capital Projects Funds:

General Fund Fleet CARMA (152)	\$461,000
General Fund CARMA (156)	\$454,300
Utility CARMA (256)	\$1,092,748
Port Fleet Reserves (452)	\$107,000
Port Reserves (456)	\$505,000
HART Roads (160)	\$2,332,168
HART Trails (165)	\$350,000
HAWSP (205)	\$884,536
Total Capital Expenditures	\$6,186,752

Section 2. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2023:

Capital Projects Funds:

General Fund Fleet CARMA (152)	\$0
General Fund CARMA (156)	\$0
Utility CARMA (256)	\$0
Port Fleet Reserves (452)	\$0
Port Reserves (456)	<u>\$0</u>
Total Capital Expenditures	\$0

Section 3. The following transfers be made into Fund 152, Account 0375:

Transfer from:

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
--------------------	--------------------	---------------

43	152-0380	Admin	\$41,929
44	152-0381	Fire	\$120,128
45	152-0382	Police	\$19,756
46	152-0383	Public Works	\$72,700
47	152-0391	Insurance	\$139,818
48			
49	Transfer to:		
50	<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
51	152-0375	General	\$393,832
52			

53 Section 3. The amounts appropriated by this ordinance are appropriated to the
54 purposes stated in the adopted budget.

55
56 Section 4. This Ordinance is limited to approval of the Budget and appropriations for
57 Fiscal Year 2022 and 2023, is a non code Ordinance and shall become effective July 1, 2021.

58
59 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this xth day of June, 2021.

60
61 CITY OF HOMER

62
63
64
65 _____
66 KEN CASTNER, MAYOR

67 ATTEST:

68
69 _____
70 MELISSA JACOBSEN, MMC, CITY CLERK

71
72
73 YES:

74 NO:

75 ABSTAIN:

76 ABSENT:

77
78
79 First Reading:

80 Public Hearing:

81 Second Reading:

82 Effective Date:

CITY OF HOMER
HOMER, ALASKA

City Manager

ORDINANCE 21-36(S)

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
ADOPTING THE FISCAL YEARS 2022 AND 2023 CAPITAL BUDGET.

THE CITY OF HOMER ORDAINS:

Section 1. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2022:

Capital Projects Funds:

General Fund Fleet CARMA (152)	\$461,000	
General Fund CARMA (156)	\$454,300	
Utility CARMA (256)	\$1,092,748	
Port Fleet Reserves (452)	\$107,000	
Port Reserves (456)	\$505,000	
HART Roads (160)	\$2,332,168	<u>\$2,212,168</u>
HART Trails (165)	\$350,000	
HAWSP (205)	\$884,536	<u>\$859,536</u>
Total Capital Expenditures	\$6,186,752	<u>\$6,041,752</u>

Section 2. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2023:

Capital Projects Funds:

General Fund Fleet CARMA (152)	\$0	
General Fund CARMA (156)	\$0	
Utility CARMA (256)	\$0	
Port Fleet Reserves (452)	\$0	
Port Reserves (456)	<u>\$0</u>	
Total Capital Expenditures	\$0	

Section 3. The following transfers be made into Fund 152, Account 0375:

Transfer from:

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
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43	152-0380	Admin	\$41,929
44	152-0381	Fire	\$120,128
45	152-0382	Police	\$19,756
46	152-0383	Public Works	\$72,700
47	152-0391	Insurance	\$139,818
48			
49	Transfer to:		
50	<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
51	152-0375	General	\$393,832
52			

53 Section 3. The amounts appropriated by this ordinance are appropriated to the
54 purposes stated in the adopted budget.

55
56 Section 4. This Ordinance is limited to approval of the Budget and appropriations for
57 Fiscal Year 2022 and 2023, is a non code Ordinance and shall become effective July 1, 2021.

58
59 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 24th day of June, 2021.

60
61 CITY OF HOMER

62
63
64
65 _____
66 KEN CASTNER, MAYOR

67 ATTEST:

68
69 _____
70 MELISSA JACOBSEN, MMC, CITY CLERK

71
72 YES:

73 NO:

74 ABSTAIN:

75 ABSENT:

76
77 First Reading:

78 Public Hearing:

79 Second Reading:

80 Effective Date:



City of Homer

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Memorandum 21-101

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: June 14, 2021
SUBJECT: FY22/23 Capital Budget

A preview of the Capital Budget, broken down by funding source, was presented to Council at the May 24th meeting. After that meeting I completed one last round of review with staff before finalizing draft for introduction with the Finance Director. At the June 14th meeting, Council will be asked to introduce a Capital Budget ordinance which would then be on track for adoption at the June 28th meeting.

All capital project funding proposed in FY22/23 is carried by existing funds, no project slated for review and approval exceeds the current balances of the funding sources. The CARMA¹ Funds (152, 156, and 256) have sufficient existing funds to get a meaningful number of projects underway in FY22/23. A major goal of Administration in the project list put forward is to not fall behind in projects, fleet replacements, etc. because it will only exacerbate future needs. A concern is that the CARMA funds do not have new funds slated to refill them in the current draft operating budget, with the exception of approximately \$20,000 for Fleet CARMA. Administration believes that there is a very real chance sales tax revenues will greatly exceed forecasts which could provide surplus operating funds. The staff recommendation would be to prioritize the funding of CARMA accounts (or whatever vehicle Council chooses to use for future project funding) if those surplus funds materialize.

Table 1, at the end of this memo, includes a list of requested projects which were not included in the ordinance up for introduction. Projects were left out for various reasons such as: lack of available funds in the target funding source, a desire to wait and use a different funding source in the future (i.e. ADA projects to be funded via Alaska Community Assistance Program funds to be received in late FY22), or my belief that Council would prefer to handle a request individually instead of including it in the general Capital Budget package (i.e. HERC planning).

Accompanying the Capital Budget ordinance are a series of sheets containing the proposed capital projects which were approved for inclusion by the City Manager. These sheets are broken up by funding source (i.e. CARMA 156, Fleet CARMA 152, Port & Harbor Fleet 452, Port & Harbor Reserve 456, HART, & HAWSP). In the attached sheets you will see the following: current information, open encumbrances, requested projects, future fund activity, and proposed future state. See below for definitions/explanations of each section.

¹ CARMA = Capital Asset Repair & Maintenance Allowance

- **Current Information** – this section shows the funding source as it stands right now with its current fund balance, open encumbrances, and available balance.
- **Open Encumbrances** – this section shows projects previously approved by Council that still have unspent funds. Each project is shown with the department that requested the project, the ordinance approving the money, the applicable account number, and the amount of funds remaining. In some cases the project has not been started and the full value is remaining, in others the project is at a midway point and some money has been spent but there is more work to do with the remaining funds.
- **Requested Projects** – this section shows projects which have been sent to the City Manager by staff and approved for inclusion into the Capital Budget draft. Each project is shown with the requesting department, applicable account number, fiscal year*, and requested amount.
- **Future Fund Activity** – this section shows other expected movement within the funding source to include transfers, incoming sales tax, assessment revenue, and debt payments.
- **Proposed Future State** – this section shows how the funding source would shape up financially if all projects presented are approved by the Council and other spending and revenues occur as budgeted.

*Regarding fiscal years, staff made their requests for either FY22 or FY23. At this time I have chosen to show all requests in FY22. I’m doing this because there are a lot of disruptions in worldwide supply chains which could last months to years depending on the industry. We may find ourselves needing to order materials in FY22 to accomplish projects in FY23. I would like staff to have the flexibility to take advantage of opportunities as they arise to acquire capital items when they are available, which might not perfectly sync up with our fiscal years.

Table 1: Unfunded Capital Requests

<i>Requested Source</i>	Project Title	Requested Amount
<i>General CARMA</i>	Smoke Ejector Phase 2	\$14,000
<i>General CARMA</i>	Station 2 Fencing	\$15,000
<i>General CARMA</i>	Hornaday Park Parking Area	\$75,000
<i>General CARMA</i>	Dudiak Fishing Lagoon ADA Ramp & Retaining Wall Design	\$25,000
<i>General CARMA</i>	Dudiak Fishing Lagoon ADA Ramp & Retaining Wall Construction	\$250,000
<i>General CARMA</i>	Mural Program	\$8,000
<i>General CARMA</i>	Picnic Table Replacement Program	\$6,000
<i>General CARMA</i>	Hornaday Park Ballfield Renovation Program	\$20,000
<i>General CARMA</i>	HERC Strategic Plan	\$50,000
<i>General CARMA</i>	Airport Terminal Sidewalk & Other Enhancements	\$44,000
<i>General CARMA</i>	Airport Backup Generator	\$90,000
<i>General CARMA</i>	Airport Terminal Painting (Exterior)	\$21,000
<i>Water CARMA, Sewer CARMA, HART Road</i>	PW Campus Mitigation Plan	\$50,000
<i>Water CARMA, Sewer CARMA, HART Road</i>	PW Campus Mitigation Plan Implementation	\$5,000,000
<i>General CARMA</i>	Ionization Units in City Buildings	\$50,000
<i>General CARMA</i>	Citywide ADA Interior Signage and Restrooms	\$10,000
<i>General CARMA</i>	Parking Lot ADA Regrading Program	\$23,000

<i>General CARMA</i>	Parks ADA Transition Plan	\$30,000
<i>General CARMA</i>	Parks ADA Implementation	\$30,000
<i>Sewer CARMA</i>	Beluga Lift Station Final Design & Construction	\$900,000

Fleet CARMA - Fund 152*

Current Information

Account Name	Account #	Current Balance	Encumbrances	Available Balance
General	152-0375	\$ 532,320	\$ -	\$ 532,320
Admin	152-0380		\$ -	-
Fire	152-0381	\$ 95,000	\$ 95,000	-
PD	152-0382	\$ 65,000	\$ 65,000	-
PW	152-0383	\$ 342,800	\$ 342,800	-
Insurance	152-0391		\$ -	-
		<u>\$ 1,035,120</u>	<u>\$ 502,800</u>	<u>\$ 532,320</u>

*Assumes passage of Ord. 21-36 which reappropriates funds within 152

Open Encumbrances

Description	Requestor	ORD #	Acct #	Amount Remaining
Fleet Brush 1 Replacement	Fire	19-51(A)	152-0381	\$ 95,000
Patrol Vehicle Replacement	HPD	21-09	152-0382	\$ 65,000
Grader and Sanding Trucks	PW	19-51(A), 21-06	152-0383	\$ 342,800
				<u>\$ 502,800</u>

Requested Projects

Description	Requestor	Acct #	Fiscal Year	Requested Amount
Deputy Chief Cammand Unit	Fire	152-0375	FY22	\$ 87,000
Vehicle Lighting Upgrade	Fire	152-0375	FY22	\$ 18,000
Training Trailer Repair	Fire	152-0375	FY22	\$ 16,000
Two Patrol Vehicles	HPD	152-0375	FY22	\$ 120,000
Two Patrol Vehicles	HPD	152-0375	FY22	\$ 120,000
Replacement E-103 Bldg Maint Van	PW	152-0375	FY22	\$ 50,000
Replacement E-126 Bldg Maint Vehicle	PW	152-0375	FY22	\$ 50,000
				<u>\$ 461,000</u>

Future Fund Activity

Activity Description	FY22 Amount	FY23 Amount
Operating Budget Transfer	\$ 20,918	

Proposed Future State

Account Name	Acct #	Current Balance	Encumbrances	Future Activity	Projects	Available Balance
General	152-0375	\$ 532,320	\$ -	\$ 20,918	\$ 461,000	\$ 92,239
Admin	152-0380	\$ -	\$ -	\$ -	\$ -	-
Fire	152-0381	\$ 95,000	\$ 95,000	\$ -	\$ -	-
HPD	152-0382	\$ 65,000	\$ 65,000	\$ -	\$ -	-
PW	152-0383	\$ 342,800	\$ 342,800	\$ -	\$ -	-
Insurance	152-0391	\$ -	\$ -	\$ -	\$ -	-
		<u>\$ 1,035,120</u>	<u>\$ 502,800</u>	<u>\$ 20,918</u>	<u>\$ 461,000</u>	<u>\$ 92,239</u>

Fleet CARMA Ending FY23 Balance (Est.): \$ 92,239

General CARMA - Fund 156*

Current Information				
Account Name	Account #	Current Balance	Encumbrances	Available Balance
Art	156-0367	\$ -	\$ -	\$ -
Seawall	156-0369	\$ 30,987	\$ 4,404	\$ 26,583
Animal Shelter	156-0370	\$ -	\$ -	\$ -
General	156-0375	\$ 515,183	\$ -	\$ 515,183
City Hall	156-0384	\$ 11,838	\$ 11,838	\$ -
Park and Rec	156-0385	\$ 58,785	\$ 58,785	\$ -
Planning	156-0387	\$ 45,000	\$ 45,000	\$ -
Airport	156-0388	\$ -	\$ -	\$ -
Library	156-0390	\$ -	\$ -	\$ -
Fire	156-0393	\$ 270,800	\$ 270,800	\$ -
Police	156-0394	\$ 63,431	\$ 63,431	\$ -
PW	156-0395	\$ 120,000	\$ 120,000	\$ -
HERC	156-0396	\$ 176,881	\$ -	\$ 176,881
Fishing Hole	156-0397	\$ 110,165	\$ -	\$ 110,165
IT	156-0398	\$ 205,000	\$ 205,000	\$ -
Sister City	156-0399	\$ -	\$ -	\$ -
ADA	156-0400	\$ 48,060	\$ 48,060	\$ -
		<u>\$ 1,656,129</u>	<u>\$ 827,318</u>	<u>\$ 828,811</u>

*Balance with passage of Ord. 21-30 which reappropriated funds within 156

Open Encumbrances				
Description	Requestor	ORD #	Acct #	Amount Remaining
Seawall Maint	Seawall	20-01, 20-84	156-0369	\$ 4,404
Records Storage Improvements	Clerk	19-51(A)	156-0384	\$ 8,000
Finance Remodel	Finance	20-77	156-0384	\$ 3,838
Lawn Maint Equip	Parks	18-44(A)	156-0385	\$ 6,635
Ball Field Maint 1 of 6	Parks	19-51(A)	156-0385	\$ 20,000
Pioneer Ave Banners	Parks	19-51(A)	156-0385	\$ 10,000
Fire Rings	Parks	19-51(A)	156-0385	\$ 7,750
Fuel Island	PW	20-35(S)	156-0385	\$ 14,400
Spit Plan	Planning	19-51(A)	156-0387	\$ 25,000
Spit Parking	Planning	19-51(A)	156-0387	\$ 20,000
SCBA	Fire	19-51(A), 21-25	156-0393	\$ 260,000
Fuel Island	PW	20-35(S)	156-0393	\$ 10,800
Microwave link replacement phase 1	HPD	19-51(A)	156-0394	\$ 11,511
Cell phone replacement	HPD	19-51(A)	156-0394	\$ 12,320
Fuel Island	PW	20-35(S)	156-0394	\$ 39,600
Mattox Road Gas Line Relocation	PW	19-51(A)	156-0395	\$ 20,000
Fuel Island	PW	19-51(A)	156-0395	\$ 85,000
Hornaday Park Main Restroom Prelim Design	PW	19-51(A)	156-0395	\$ 15,000
Licensed Microwave WAN	IT	18-44(A)	156-0398	\$ 130,000
Departmental Servers	IT	19-51(A), 21-19	156-0398	\$ 75,000
Spit Handicap/ADA Vehicle Improvement	Harbor	19-51(A)	156-0400	\$ 34,560
Spit Handicapped Parking Paving	Harbor	21-20	156-0400	\$ 13,500
				<u>\$ 827,318</u>

Requested Projects				
Description	Requestor	Acct #	Fiscal Year	Requested Amount
Mariner Park Lagoon Maintenance	Parks	156-0375	FY22	\$ 6,000
Wayfinding Implementation	Parks	156-0375	FY22	\$ 20,000
Wayfinding Implementation	Parks	156-0375	FY22	\$ 20,000
Outdoor Screen	Parks	156-0375	FY22	\$ 6,000
Skatepark Upkeep	Parks	156-0375	FY22	\$ 10,000
Public Computer Replacement	Library	156-0375	FY22	\$ 40,000
Wi-fi Network Replacement	Library	156-0375	FY22	\$ 20,000
Videoconference System Replacement	Library	156-0375	FY22	\$ 7,000
Extrication Tool Upgrade	Fire	156-0375	FY22	\$ 72,000
Smoke Ejection Fans	Fire	156-0375	FY22	\$ 7,000
Thermal Imaging Camera	Fire	156-0375	FY22	\$ 20,000
Computer Aided Dispatch	HPD & Fire	156-0375	FY22	\$ 135,500
Email System Upgrade	IT	156-0375	FY22	\$ 30,000
Network Switches	IT	156-0375	FY22	\$ 32,000
Airport ADA - Restrooms, Fountain, etc.	PW	156-0375	FY22	\$ 14,400
City Hall ADA - Ramp	PW	156-0375	FY22	\$ 14,400
				<u>\$ 454,300</u>

Future Fund Activity		
Activity Description	FY22 Amount	FY23 Amount

Proposed Future State					
Account Name	Acct #	Current Balance	Encumbrances	Projects	Available Balance
Art	156-0367	\$ -	\$ -	\$ -	\$ -
Seawall	156-0369	\$ 30,987	\$ 4,404	\$ -	\$ 26,583
Animal Shelter	156-0370	\$ -	\$ -	\$ -	\$ -
General	156-0375	\$ 515,183	\$ -	\$ 454,300	\$ 60,883
City Hall	156-0384	\$ 11,838	\$ 11,838	\$ -	\$ -
Park and Rec	156-0385	\$ 58,785	\$ 58,785	\$ -	\$ -
Planning	156-0387	\$ 45,000	\$ 45,000	\$ -	\$ -
Airport	156-0388	\$ -	\$ -	\$ -	\$ -
Library	156-0390	\$ -	\$ -	\$ -	\$ -
Fire	156-0393	\$ 270,800	\$ 270,800	\$ -	\$ -
Police	156-0394	\$ 63,431	\$ 63,431	\$ -	\$ -
PW	156-0395	\$ 120,000	\$ 120,000	\$ -	\$ -
HERC	156-0396	\$ 176,881	\$ -	\$ -	\$ 176,881
Fishing Hole	156-0397	\$ 110,165	\$ -	\$ -	\$ 110,165
IT	156-0398	\$ 205,000	\$ 205,000	\$ -	\$ -
Sister City	156-0399	\$ -	\$ -	\$ -	\$ -
ADA	156-0400	\$ 48,060	\$ 48,060	\$ -	\$ -
		<u>\$ 1,656,129</u>	<u>\$ 827,318</u>	<u>\$ 454,300</u>	<u>\$ 374,511</u>

General CARMA Ending FY23 Balance (Est.): \$ 374,511

Utility CARMA - Fund 256

Current Information				
Account Name	Account #	Current Balance	Encumbrances	Available Balance
Water	256-0378	\$ 2,434,942	\$ 692,138	\$ 1,742,804
Sewer	256-0379	\$ 1,836,104	\$ 553,773	\$ 1,282,331
		\$ 4,271,046	\$ 1,245,911	\$ 3,025,135

Open Encumbrances				
Description	Requestor	ORD #	Acct #	Amount Remaining
1/2 of Utility Financial Mgmt	Water	21-03	256-0378	\$ 12,907
Betterments on East Hill	Water	21-15	256-0378	\$ 49,000
Raw Water Transmission Line Design	Water	21-18	256-0378	\$ 33,185
Commercial Meter Replacement	Water	19-41(A)	256-0378	\$ 80,000
Dredge for WTP	Water	19-41(A)	256-0378	\$ 10,000
Million Gallon Water Tank Aeration System	Water	20-56	256-0378	\$ 172,624
Tesoro Water Vault Upgrade	Water	20-56	256-0378	\$ 100,000
Raw Water Line Replacement Design	Water	20-56	256-0378	\$ 202,222
PRV Replacement West Trunk Line	Water	20-56	256-0378	\$ 25,000
Fuel Island	PW	20-35(S)	256-0378	\$ 7,200
1/2 of Utility Financial Mgmt	Sewer	21-03	256-0379	\$ 12,907
Engineering Beluga Lift Station	Sewer	21-01	256-0379	\$ 4,463
Betterments on East Hill	Sewer	21-15	256-0379	\$ 49,000
Launch Ramp Lift Station Enclosure	Sewer	19-44(A)	256-0379	\$ 13,386
Replace Deep Shaft Air Compressor	Sewer	20-57	256-0379	\$ 85,000
Upgrade SCADA for 7 Lift Stations	Sewer	20-57	256-0379	\$ 210,900
WWTP Digester Blowers	Sewer	20-57	256-0379	\$ 170,917
Fuel Island	PW	20-35(S)	256-0379	\$ 7,200
				\$ 1,245,911

Requested Projects				
Description	Requestor	Acct #	Fiscal Year	Requested Amount
Water Share of Ocean Drive SAD	Water	256-0378	FY22	\$ 52,606
DR 6000 UV VIS Spectrophotometer w/ RFID	Water	256-0378	FY22	\$ 9,276
Miox Chlorine Generator Cell Replacement	Water	256-0378	FY22	\$ 30,000
PR Station Hatch Improvement	Water	256-0378	FY22	\$ 35,279
Water Treatment Plant HVAC Control System Upgrade	Water	256-0378	FY22	\$ 55,955
East Trunk FPI Mag Flow Meter	Water	256-0378	FY22	\$ 9,000
Replacement Flow Meters at Main and Danview				
PR Station and East Road Monitor	Water	256-0378	FY22	\$ 15,000
Replacement of E-170 ToolCat	Water	256-0378	FY22	\$ 21,667
Replacement of E-161 CAT Loader	Water	256-0378	FY22	\$ 158,333
Replacement E-131 W/S Truck	Water	256-0378	FY22	\$ 15,000
Replacement E-130 Service Truck	Water	256-0378	FY22	\$ 26,667
Replacement of E-114 PW Truck	Water	256-0378	FY22	\$ 10,000
PW Campus Mitigation Plan	Water	256-0378	FY22	\$ 16,667
Computerized Maintenance Management System	PW	256-0378	FY22	\$ 23,333
Charles Street Sewer SAD - Design	Sewer	256-0379	FY22	\$ 55,000
Charles Street Sewer SAD - Construction	Sewer	256-0379	FY22	\$ 178,561
Influent Station Backup Pump	Sewer	256-0379	FY22	\$ 16,136
Safety Hoist for Lift Station & Other Underground Work	Sewer	256-0379	FY22	\$ 10,282
Sewer Inspection Camera	Sewer	256-0379	FY22	\$ 57,320
Repair Pond Liner at Sewer Treatment Plant	Sewer	256-0379	FY22	\$ 25,000
Replacement of E-170 ToolCat	Sewer	256-0379	FY22	\$ 21,667
Replacement of E-161 CAT Loader	Sewer	256-0379	FY22	\$ 158,333
Replacement E-131 W/S Truck	Sewer	256-0379	FY22	\$ 15,000
Replacement E-130 Service Truck	Sewer	256-0379	FY22	\$ 26,667
Replacement of E-114 PW Truck	Sewer	256-0379	FY22	\$ 10,000
PW Campus Mitigation Plan	Sewer	256-0379	FY22	\$ 16,667
Computerized Maintenance Management System	PW	256-0379	FY22	\$ 23,333
				\$ 1,092,748

Future Fund Activity		
Activity Description	FY22 Amount	FY23 Amount

Proposed Future State					
Account Name	Acct #	Current Balance	Encumbrances	Projects	Available Balance
Water	256-0378	\$ 2,434,942	\$ 692,138	\$ 478,783	\$ 1,264,021
Sewer	256-0379	\$ 1,836,104	\$ 553,773	\$ 613,966	\$ 668,366
		\$ 4,271,046	\$ 1,245,911	\$ 1,092,748	\$ 1,932,387

Utility CARMA Ending FY23 Balance (Est.): \$ 1,932,387

Port & Harbor Fleet - Fund 452

Current Information				
Fund Name	Fund #	Current Balance	Encumbrances	Available Balance
Harbor Fleet	452-0374	\$ 214,394		\$ 214,394

Open Encumbrances				
Description	Requestor	ORD #	Acct #	Amount Remaining
				\$ -

Requested Projects				
Description	Requestor	Acct #	Fiscal Year	Requested Amount
Port Maint. Plow Truck Replacement	Harbor	452-0374	FY22	\$ 35,000
Fire Cart Rebuild #5	Harbor	452-0374	FY22	\$ 25,000
Fish Dock Manlift Replacement	Harbor	452-0374	FY22	\$ 30,000
Port Maint. Mobile Welding Van	Harbor	452-0374	FY22	\$ 17,000
				\$ 107,000

Future Fund Activity			
Activity Description		FY22 Amount	FY23 Amount
Operating Budget Transfer		\$ 30,000	\$ 30,000
Net Activity		\$ 30,000	\$ 30,000

Proposed Future State				
Fund Name	Fund #	Current Balance	Encumbrances	Available Balance
Harbor Fleet	456-0380	\$ 214,394	\$ -	\$ 214,394
				FY22 Projects \$ (107,000)
				FY22 Net Activity \$ 30,000
				FY22 Ending Balance \$ 137,394
				FY23 Projects \$ -
				FY23 Net Activity \$ 30,000
				FY23 Ending Balance \$ 167,394

Port & Harbor Fleet Ending FY23 Balance (Est.): \$ 167,394

Port & Harbor Reserve - Fund 456

Current Information				
Account Name	Account #	Current Balance	Encumbrances	Available Balance
Harbor General	456-0380	\$ 1,808,815	\$ 75,300	\$ 1,733,515
Load and Launch	456-0380	\$ 280,180	\$ -	\$ 280,180
		<u>\$ 2,088,995</u>	<u>\$ 75,300</u>	<u>\$ 2,013,695</u>

Open Encumbrances				
Description	Requestor	ORD #	Acct #	Amount Remaining
Ramp 3 Parking Lot Drainage Improvement	Harbor	18-44(A)	456-0380	\$ 24,500
Fuel Island Replacement	PW	20-35(S)	456-0380	\$ 19,800
Commercial Barge Ramp Improvement	Harbor	19-51(A)	456-0380	\$ 6,000
Spit Plan (50%, shared with Planning)	Harbor	19-51(A)	456-0380	\$ 25,000
				<u>\$ 75,300</u>

Requested Projects				
Description	Requestor	Acct #	Fiscal Year	Requested Amount
Deep Water Dock Security Gate	Harbor	456-0380	FY22	\$ 10,000
Fish Grinder Building Replacemtn Design	Harbor	456-0380	FY22	\$ 15,000
Fish Carcass Trailer	Harbor	456-0380	FY22	\$ 15,000
Harbor Basin Pile Cathodic Protection	Harbor	456-0380	FY22	\$ 200,000
Harbor Office ADA Entry Door Improvements	Harbor	456-0380	FY22	\$ 10,000
Camera System Design Ramps 1-5	Harbor	456-0380	FY22	\$ 20,000
Electrical Meter Replacement Inventory	Harbor	456-0380	FY22	\$ 5,000
Fish Grinder Building Replacement	Harbor	456-0380	FY22	\$ 100,000
System 5 Re-float Engineering	Harbor	456-0380	FY22	\$ 15,000
Electrical Pedestal Replacement EE Float	Harbor	456-0380	FY22	\$ 10,000
Crane 4 Rebuild	Harbor	456-0380	FY22	\$ 90,000
Fish Carcass Trailer	Harbor	456-0380	FY22	\$ 15,000
				<u>\$ 505,000</u>

Future Fund Activity			
Activity Description	FY22 Amount	FY23 Amount	
Operating Budget Transfer - Harbor General	\$ 636,889	\$ 641,589	
Operating Budget Transfer - Load and Launch	\$ 34,201	\$ 32,486	
Net Activity	\$ 671,090	\$ 674,075	

Proposed Future State				
Account Name	Account #	Current Balance	Encumbrances	Available Balance
Harbor General	456-0380	\$ 1,808,815	\$ 75,300	\$ 1,733,515
			FY22 Projects	\$ (505,000)
			FY22 Net Activity	\$ 671,090
			FY22 Ending Balance	\$ 1,899,605
			FY23 Projects	\$ -
			FY23 Net Activity	\$ 674,075
			FY23 Ending Balance	\$ 2,573,680
Load and Launch	456-0380	\$ 280,180	\$ -	\$ 280,180
			FY22 Projects	\$ -
			FY22 Net Activity	\$ 34,201
			FY22 Ending Balance	\$ 314,381
			FY23 Projects	\$ -
			FY23 Net Activity	\$ 32,486
			FY23 Ending Balance	\$ 346,867

Port & Harbor Reserve Ending FY23 Balance (Est.): **\$ 2,920,547**

HART Roads					
Current Information					
Fund Name	Fund #	Current Balance	Encumbrances	Available Balance	
HART Roads	160	\$ 6,577,591	\$ 1,082,073	\$ 5,495,518	
Open Encumbrances					
Description	Requestor	ORD #	Acct #	Amount Remaining	
Ground Water Research	PW	Ord 21-16(A)	160-	\$ 50,000	
Design Betterment - Main Street	PW	Ord 21-12	160-	\$ 12,700	
Woodard Creek	PW	20-40(A), 21-08	160-0779	\$ 412,526	
Small Works Road Program	PW	20-33	160-0780	\$ 133,909	
Drainage Management Plan	PW	20-31(S)	160-0781	\$ 90,000	
Main Street	PW	20-32	160-0782	\$ 28,106	
Horizon Court Road Repair	PW	20-58, 20-61(A)(S)	160-0783	\$ 8,337	
Mt Augustine Surface Water	PW	20-85	160-0784	\$ 89,828	
Homer Soil and Water Contract	PW	20-52	160-0785	\$ 25,000	
Fuel Island Replacement	PW	20-35(S)	160-	\$ 81,000	
Small Works Drainage	PW	20-34	160-0786	\$ 106,150	
Wayfinding-Streetscape Plan	PW	19-54(S-2)(A-2)	160-0375	\$ 25,000	
Hornaday Improvements	PW	18-37, 19-36	160-0777	\$ 19,517	
				<u>\$ 1,082,073</u>	
Requested Projects					
Description	Requestor	Acct #	Fiscal Year	Requested Amount	
Grind and Pave Program	PW		FY22	\$ 177,895	
Road Base Reconstruction Program	PW		FY22	\$ 240,000	
Small Works Road Repair Program	PW		FY22	\$ 70,000	
Snow Storage Lots	PW		FY22	\$ 20,000	
Small Works Drainage Repair Program	PW		FY22	\$ 25,000	
Road's Share of the Ocean Dr. SAD	PW		FY22	\$ 52,606	
Main Street Sidewalk - Construction	PW		FY22	\$ 1,100,000	
Ben Walters Way Sidewalk Design & Survey	PW		FY22	\$ 100,000	
Hornaday Park Road Realignment	PW		FY22	\$ 120,000	
Small Works Drainage Repair Program	PW		FY22	\$ 25,000	
Replacement of E-170 ToolCat	PW		FY22	\$ 21,667	
Replacement of E-161 CAT Loader	PW		FY22	\$ 158,333	
Replacement E-130 Service Truck	PW		FY22	\$ 26,667	
Replacement of E-114 PW Truck	PW		FY22	\$ 10,000	
PW Campus Mitigation Plan	PW		FY22	\$ 16,667	
Ground Water Research	PW		FY22	\$ 25,000	
Computerized Maintenance Management System	PW		FY22	\$ 23,333	
				<u>\$ 2,212,168</u>	
Future Fund Activity					
Activity Description		FY22 Amount		FY23 Amount	
Sales Tax (Budgeted)		\$ 1,322,458		\$ 1,366,100	
Assessment Revenue		\$ 78,834		\$ 78,834	
Transfer to General Fund (ORD 17-40(A))		\$ (818,364)		\$ (849,077)	
Net Activity		\$ 582,928		\$ 595,858	
Proposed Future State					
Fund Name	Fund #	Current Balance	Encumbrances	Available Balance	
HART Roads	160	\$ 6,577,591	\$ 1,082,073	\$ 5,495,518	
				FY22 Projects	\$ (2,212,168)
				FY22 Net Activity	\$ 582,928
				FY22 Ending Balance	\$ 3,866,278
				FY23 Projects	\$ -
				FY23 Net Activity	\$ 595,858
				FY23 Ending Balance	\$ 4,462,136

HART Roads Ending FY23 Balance (Est.):

\$ 4,462,136

HART Trails

Current Information

Fund Name	Fund #	Current Balance	Encumbrances	Available Balance
HART Trails	165	\$ 767,033	\$ 73,208	\$ 693,825

Open Encumbrances

Description	Requestor	ORD #	Acct #	Amount Remaining
Small Works	PW	20-36	165-0926	\$ 26,960
Wayfinding Streetscape	PW	19-54(S-2)(A-2)	165-0928	\$ 24,848
Woodard Creek/Fairview Trails	PW	19-36	165-	\$ 1,500
Poopdeck Rehab/ADA Parking Area	PW	19-29	165-	\$ 13,900
ADA Accessible Trail	PW	19-28	165-	\$ 6,000
				\$ 73,208

Requested Projects

Description	Requestor	Acct #	Fiscal Year	Requested Amount
Replacement of E-129 Parks Truck	PW		FY22	\$ 30,000
Replacement E-120 Parks Truck	PW		FY22	\$ 30,000
Replacement of E-107 Parks Truck	PW		FY22	\$ 30,000
Replacement of E-101 Parks Truck	PW		FY22	\$ 30,000
Small Works Trails Maintenance	PW		FY22	\$ 10,000
Small Works Trails Maintenance	PW		FY22	\$ 10,000
Hornaday Park - New Pedestrian Access Trail Construction	PW		FY22	\$ 150,000
Fairview Ave Trail - East - Design	PW		FY22	\$ 30,000
Fairview Ave Trail - West - Design	PW		FY22	\$ 30,000
				\$ 350,000

Future Fund Activity

Activity Description	FY22 Amount	FY23 Amount
Sales Tax (Budgeted)	\$ 146,940	\$ 151,789
Transfer to General Fund (ORD 17-40(A))	\$ (41,706)	\$ (41,706)
Net Activity	\$ 105,234	\$ 110,083

Proposed Future State

Fund Name	Fund #	Current Balance	Encumbrances	Available Balance
HART Trails	165	\$ 767,033	\$ 73,208	\$ 693,825
			FY22 Projects	\$ (350,000)
			FY22 Net Activity	\$ 105,234
			FY22 Ending Balance	\$ 449,059
			FY23 Projects	\$ -
			FY23 Net Activity	\$ 110,083
			FY23 Ending Balance	\$ 559,142

HART Trails Ending FY23 Balance (Est.): \$ 559,142

HAWSP

Current Information

Fund Name	Fund #	Current Balance	Encumbrances	Available Balance
HAWSP	205	\$ 2,901,343	\$ 625,867	\$ 2,275,476

Open Encumbrances

Description	Requestor	ORD #	Acct #	Amount Remaining
Ground Water Research	PW	21-16(A)	205-	\$ 50,000
Betterment - Tasmania Ct Water/Sewer SAD	PW	21-11	205-	\$ 88,569
Alder Lane Water Improvement	PW	20-83	205-	\$ 253,193
Tasmania Court Water Improvement	PW	20-68	205-	\$ 234,105
				\$ 625,867

Requested Projects

Description	Requestor	Acct #	Fiscal Year	Requested Amount
Hornaday Park Restroom Replacement	PW		FY22	\$ 300,000
Hornaday Park W/S Line Replacement	PW		FY22	\$ 25,000
Bishop's Beach Restroom Replacement Design	PW		FY22	\$ 25,000
Bishop's Beach Restroom Replacement Construction	PW		FY22	\$ 400,000
Charles Street Water SAD - Design	PW		FY22	\$ 15,000
Charles Street Water SAD - Construction	PW		FY22	\$ 69,536
Ground Water Research	PW		FY22	\$ 25,000
				\$ 859,536

Future Fund Activity

Activity Description	FY22 Amount	FY23 Amount
Sales Tax (Budgeted)	\$ 1,469,398	\$ 1,517,889
Assessment Revenue	\$ 481,370	\$ 481,370
Debt Payment	\$ (989,387)	\$ (977,981)
Net Activity	\$ 961,381	\$ 1,021,278

Proposed Future State

Fund Name	Fund #	Current Balance	Encumbrances	Available Balance
HAWSP	205	\$ 2,901,343	\$ 625,867	\$ 2,275,476
			FY22 Projects	\$ (859,536)
			FY22 Net Activity	\$ 961,381
			FY22 Ending Balance	\$ 2,377,321
			FY23 Projects	\$ -
			FY23 Net Activity	\$ 1,021,278
			FY23 Ending Balance	\$ 3,398,599

HAWSP Ending FY23 Balance (Est.): \$ 3,398,599

**CITY OF HOMER
HOMER, ALASKA**

City Clerk

RESOLUTION 21-038(S)

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING THE HOMER FEE SCHEDULE UNDER CITY CLERK FEES,
AND PLANNING AND ZONING FEES

WHEREAS, The City Departments conducted a review of their fee schedules; and

WHEREAS, City Clerk fees are amended under Cemetery Plots, Council and Commission Meeting Packets, City Hall Facility Use Fees, and Notary fees; and

WHEREAS, The Planning and Zoning fees are amended under Zoning Permit Fees, Conditional Use Permit Processing Fees, Zoning Fees-Other, and Publication Fees .

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby amends the Homer Fee Schedule under City Clerk and Planning and Zoning Fees as follows:

Administration Fees:

Airport Pickup/Delivery	\$25.00
Annual Safety Inspection – Commercial Vehicles	\$100.00
Annual Taxi Permit	\$75.00
Appeal Fees	
Water and Sewer Appeals ¹	Set by Resolution \$75
Zoning Appeals ²	\$250.00
ATM Fees (see Vending Machine/ATM)	
CD's	
Reproductions	\$20.00
CD (Police Department)	\$25.00
Subsequent	\$15.00 per CD; includes 1 st class postage
DVD (Police Department)	\$30.00 per DVD
Document Copying Fee	\$0.25 per page
Document Certification Fee	\$10.00 per report
Driver License Records	\$10.00
Fax	
Within Alaska	\$1.00 per page

Continental US	\$2.00 for 1 st page
Subsequent Pages	\$1.00 per page
Other Destination	\$5.00 for 1 st page
Subsequent Pages	\$2.00 per page
Electronic Transmission (Scanned PDF document)	\$0.25 per page
Lease Application Fee	\$30.00
Lease Fee	\$300.00
Local Bidder's Preference	
Non-local bid is	Local bid is not more than
\$0 - \$500,000.00	5 percent higher than non-local bid
\$0 - \$1,000,000.00	5 percent higher than non-local bid on first \$500,000.00 and 2.5 percent higher than non-local bid on amount in excess of \$500,000.00 to \$1,000,000.00
	No additional adjustment for bids above \$1,000,000.00
Photograph Copying	\$10.00 per order; includes shipping & handling
If Done Commercially	Actual Costs plus 5%
Production Fees³	
Per requestor in a calendar month exceeds five-person hours the fee is the City employee's actual salary plus benefit costs. An estimate will be prepared and the requestor must deposit the estimated production and copying fees in advance. If the actual costs are greater than the estimate the records will not be released until the difference is paid and if the actual costs are less the requestor will receive a refund of the difference.	
No fee for simple inspection, except when the production of records by one requestor exceeds five person hours in a calendar month.	
Special Assessment Districts (SAD's)⁴	
Application Fee	\$100.00
Bill Fee	\$12.00 per bill
Administrative Fee	
0-500,000	5%
over 500,000	\$25,000.00 plus 2.5%
Vehicle Impound/Storage Fees (actual costs plus towing)	\$45.00 per day
<u>Vending Machine/ATM</u>	
<u>Monthly License fee</u>	<u>\$30 per month, per machine</u>
<u>Electrical Flat Rate fee</u>	<u>Determined by City; based on current kWh costs to City and equipment kWh usage</u>

24 City Clerk Fees:
 25

Cemetery Plots			
Internment Plot		\$1,000.00	
Cremains Plot		\$400.00	
Excavation[‡]			
Adult		\$500.00 — \$400 opening, \$100 closing	
Infant		\$375.00 — \$300 opening, \$75 closing	
Memorial Marker Deposit		<u>\$500 refundable upon installation of a permanent marker within the twelve month timeframe.</u>	
City Council and Commission Meeting Packets			
Cost Per Packet			
0 – 25 Pages	\$5.00	100 – 200 Pages	\$25.00
26 – 50 Pages	\$10.00	200 – 500 Pages	\$30.00
51 – 100 Pages	\$20.00	500+ Pages	\$35.00
Cost Per Month, Per Council or Advisory Body			
1 Packet		Same fee as above	
2 Packets		Above fee with 10% reduction	
3 Packets		Above fee with 12% reduction	
4 Packets or More		Above fee with 15% reduction	
City Hall Facility Use			
Cleaning Fee (if facility is not left as found)		Up to \$60.00 additional fee may be applied	
Conference Room up to 12 people			
Government Agencies		Exempt (generally)	
Non-Governmental Agency or Entity		\$15.00 25 per hour, minimum 2 hours \$75.00 125 per day maximum	
Cowles Council Chambers up to 25 people			
Government Agencies		Exempt (generally)	
Non-Governmental Agency or Entity		\$30.00 50 per hour, minimum 2 hours \$150.00 250 per day maximum	
Use of Electronic Equipment		\$30 per day IT Setup fee for use during business hours <u>\$50 per hour includes staff supervision for use after hours</u>	
City Pins and Mugs			
Logo Pins		\$1.00	

Logo Mugs	\$4.00		
Scene Mugs	\$8.00		
Digital Audio of Meetings (audio files will be provided on a flash drive)	\$25.00 per flash drive		
Elections			
Election Contest Filing Fee	\$750		
Election Recount Deposit	\$250		
Notary¹	\$5 per person up to 3 notary pages \$10 per person for 4 or more notary pages		
Gravel Permit ²	\$5.00 per application		
Fire Works Permit ³ (apply 30 days in advance)	\$25.00 per exhibit plus bond for \$500 or liability insurance required		
Cemetery Plots			
Internment Plot	\$1,000.00		
Cremains Plot	\$400.00		
Excavation[±]			
Adult	\$500.00 — \$400 opening, \$100 closing		
Infant	\$375.00 — \$300 opening, \$75 closing		
City Council and Commission Meeting Packets			
Cost Per Packet			
0 – 25 Pages	\$5.00	100 – 200 Pages	\$25.00
26 – 50 Pages	\$10.00	200 – 500 Pages	\$30.00
51 – 100 Pages	\$20.00	500+ Pages	\$35.00
Cost Per Month, Per Council or Advisory Body			
1 Packet		Same fee as above	
2 Packets		Above fee with 10% reduction	
3 Packets		Above fee with 12% reduction	
4 Packets or More		Above fee with 15% reduction	
City Hall Facility Use			
Cleaning Fee (if facility is not left as found)	Up to \$60.00 additional fee may be applied		
Conference Room up to 12 people			
Government Agencies	Exempt (generally)		
Non-Governmental Agency or Entity	\$15.00 25 per hour, minimum 2 hours \$75.00 125 per day maximum		
Cowles Council Chambers up to 25 people			
Government Agencies	Exempt (generally)		
Non-Governmental Agency or Entity	\$30.00 50 per hour, minimum 2 hours		

	\$ 150.00 250 per day maximum
Use of Electronic Equipment	\$30 per day IT Setup fee for use during business hours \$50 per hour includes staff supervision for use after hours
City Pins and Mugs	
Logo Pins	\$1.00
Logo Mugs	\$4.00
Scene Mugs	\$8.00
Digital Audio of Meetings (audio files will be provided on a flash drive)	\$25.00 per flash drive
Notary¹	\$5 per person up to 3 notary pages \$10 per person for 4 or more notary pages
Gravel Permit ²	\$5.00 per application
Fire Works Permit ³ (apply 30 days in advance)	\$25.00 per exhibit plus bond for \$500 or liability insurance required

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Planning and Zoning Fees:

Zoning Permit Fees ¹	
Single Family /Duplex	\$200.00 \$300.00
Multi-Family/Commercial/Industrial	\$300.00 \$400.00 plus \$50.00 per hour when over six hours of administrative time
Change of Use fee	\$50.00
Deck	\$50.00 \$100.00
Employee Occupied Recreational Vehicle in Marine Commercial and Marine Industrial Zoning Districts	\$100.00 annually
Conditional Use Permit Processing Fee ¹	
Amendment	\$200.00
Fence	\$300.00
Single Family/Duplex	\$200.00 \$300.00
Multi-Family/Commercial/Industrial	
Uses Less Than 8,000 Sq. Ft.	\$500.00
Uses 8,001 Sq. Ft. to 15,000 Sq. Ft.	\$1,000.00
Uses 15,001 Sq. Ft. to 25,000 Sq. Ft.	\$2,500.00
Uses 25,001 Sq. Ft. to 40,000 Sq. Ft.	\$5,000.00
Uses 40,001 Sq. Ft. and Larger	\$8,000.00

Zoning Fees – Other	
Rezone ²	\$500.00
Flood Hazard Development Permit	\$200.00
Sign Permit	\$50.00
Variance	\$250.00 <u>\$350.00</u>
Erosion and Sediment Control Plan (BCWPD)	\$300.00

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PASSED AND ADOPTED by the City Council of Homer, Alaska, this 27th day of July, 2020.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Note: Revenue amounts not defined in 2022-23 budget.



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

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(p) 907-235-3130

(f) 907-235-3143

Memorandum 21-095

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: MELISSA JACOBSEN, MMC, CITY CLERK
DATE: JUNE 9, 2021
SUBJECT: SUBSTITUTE RESOLUTION 21-038 RE: CITY FEE SCHEDULE

Resolution 21-038(S) changes include:

Administration fees:

- The addition of the Water and Sewer Appeal fee that was last adopted in Resolution 05-125, and
- The addition of Vending Machine/ATM fees.

City Clerk fees:

- The addition of a Cemetery Plot Marker Deposit as addressed in the updated Cemetery Policy, and
- The addition of Election Contest and Recounts fees to address the removal of the fees and reference to the fee schedule in Ordinance 21-35.



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Memorandum 20-183

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: MELISSA JACOBSEN, MMC, CITY CLERK
DATE: MAY 20, 2021
SUBJECT: CITY FEE SCHEDULE

Clerk's Office Staff is working on a code amendment to remove most fees from City Code and on vending machine and ATM fees for City facilities.

I anticipate a substitute Resolution will be provided at the June 14, 2021 Regular Meeting.



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Memorandum

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
THROUGH: ROBERT DUMOUCHEL, CITY MANAGER
FROM: MELISSA JACOBSEN, MMC, CITY CLERK
DATE: APRIL 20, 2021
SUBJECT: CITY CLERK'S OFFICE FEE SCHEDULE

City Clerk's Office staff completed a review of their portion of the City Fee Schedule. Proposed amendments are attached with strikeouts indicating fees or verbiage to be removed and amended or new fees are shown in bold underline.

Under Cemetery Plots we propose deleting language regarding excavation. In reviewing the matter with Public Works the City does not excavate the grave sites or collect payment for excavating. Public in need of excavation services are referred to a private party contractor who performs the service and collects payment.

Under City Council and Commission meeting packets we propose deleting the monthly, multiple packet fees. Paper packets are rarely requested any more so we find the inclusion of these multiple copy fees unnecessary.

We've amended the City Hall Facility use fees to identify the maximum capacity of each room and adjusted the fees in a manner we felt reasonable given the improvements that are being made in the rooms. We've also included an additional fee for after hour rentals if groups intend to use our audio and video equipment.

Regarding the section for City Pins and Mugs, yes we do have some mugs. I can't say that any have been sold in my time, but they exist. We talked about the option of deleting this section all together, and also about expanding to having a modest inventory of swag and a display case in the lobby. We're open to feedback.

The notary fee was located under City-Wide Administrative Fees and was inadvertently omitted in an update process. We've added it back in under City Clerk fees because it's my understanding we're the only City notaries who provide the service generally to the public and the other departments only notarize city documents at no cost. The fee was \$5 per person and we've proposed a higher fee for people who need services for multiple page documents that take more time to process.

The last two items, the gravel permit and fireworks permit, are called out in City Code as a responsibility of the City Clerk's Office in 19.20.040(f) and 5.24.050(a)(1). These can be removed at the point when code updates are made that amend or remove those instances.



City of Homer

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Planning

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(f) 907-235-3118

Staff Report PL 21-12

TO: Homer Planning Commission
FROM: Rick Abboud, AICP, City Planner
DATE: March 3, 2021
SUBJECT: planning and zoning fees

Introduction

We are bringing a new permitting system on board and I wish to pay for the annual maintenance through an increase in Planning and Zoning fees.

Analysis

The additional annual fees for the permitting system amount to \$8000.00. Some costs will be passed along to the Public Works Department for their use associated with zoning related permits such as water, sewer, and driveway. Zoning fees have not changed in the 12+ years that I have been City Planner, so it should come as no shock that an increase is due.

I have consulted with staff and have a draft proposal attached. The proposed amount of increases should be near the amount of cost for the system when permits are processed in the quantities of the past.

Besides the increase in fee for zoning permits, you will notice we propose eliminating the reduced size (small) of comp plan reproductions. We find that producing a plan when the maps are not 11 x 17 is somewhat nonfunctional, as it is very difficult to discern the information on the maps. Additionally, the ten dollar fee likely represents a cost below the cost to produce, as the plan is 130 pages. We also added a fee for a large road maintenance map equal to that of the large zoning map.

Staff Recommendation

Provide comments/recommendation(s) for the City Council to consider when reviewing the fee schedule.

Attachments

Draft Planning and Zoning fee schedule.



PLANNING AND ZONING

Bridge Creek Watershed Permit: Zoning permits are required for the Bridge Creek Watershed Area. Although no fees will be charged for the zoning permits outside of City Limits, the evaluation process is still in effect.

Technical Review of Communication Tower Application: When required, the applicant will be charged for the actual cost of the study, plus a 10% administrative fee. The City will be responsible for hiring and managing the study.

Traffic Impact Analysis and Community Impact Assessment: When required, applicant will be charged for the actual cost of the study, plus a 10% administrative fee. The City will be responsible for hiring and managing the study. Recording (as required) is \$50.00. [Resolutions 03-159 and 96-13; HCC 12.12.03]

Zoning Permit Fees ¹	
Single Family /Duplex	\$200.00 <u>\$300.00</u>
Multi-Family/Commercial/Industrial	\$300.00 <u>\$400.00</u> plus \$50.00 per hour when over six hours of administrative time
Change of Use fee	\$50.00
Deck	\$50.00 <u>\$100.00</u>
Employee Occupied Recreational Vehicle in Marine Commercial and Marine Industrial Zoning Districts	\$100.00 annually
Conditional Use Permit Processing Fee ¹	
Amendment	\$200.00
Fence	\$300.00
Single Family/Duplex	\$200.00 <u>\$300.00</u>
Multi-Family/Commercial/Industrial	
Uses Less Than 8,000 Sq. Ft.	\$500.00
Uses 8,001 Sq. Ft. to 15,000 Sq. Ft.	\$1,000.00
Uses 15,001 Sq. Ft. to 25,000 Sq. Ft.	\$2,500.00
Uses 25,001 Sq. Ft. to 40,000 Sq. Ft.	\$5,000.00
Uses 40,001 Sq. Ft. and Larger	\$8,000.00
Zoning Fees – Other	
Rezone ²	\$500.00
Flood Hazard Development Permit	\$200.00
Sign Permit	\$50.00
Variance	\$250.00 <u>\$350.00</u>
Erosion and Sediment Control Plan (BCWPD)	\$300.00

Storm Water Protection Plan Fee	\$200.00
<u>Development Activity Plan (DAP)</u>	<u>\$200.00</u>
Preliminary Plat Processing Fee ³	\$300.00 or \$100.00 per lot, whichever is greater
Elimination of a Common Interior Lot Line	\$200.00 <u>\$300.00</u>
Right of Way and Section Line Easement Vacation Application Fee	\$300.00 In addition to applicable preliminary plat fees
Utility Easement Vacation	No fee <u>\$50.00</u>
Publication Fees	
Comp Plan—Small	\$10.00
Comp Plan—Large	\$20.00
Zoning Map – Small	\$5.00
Zoning Map – Large	\$25.00
Road Maintenance Map - <u>Small</u>	\$5.00
<u>Road Maintenance Map - Large</u>	<u>\$25.00</u>
Zoning Ordinance – HCC 21	\$15.00
Street Renaming Fees	
For name changes or naming of public dedicated streets other than those named during the subdivision process:	
Street Naming Petition and Hearing Advertising Fee	\$150.00
Installation of Each New City Sign, Post, Etc.	\$150.00 per sign
Replacement of Existing City Sign Due to Change Where No Post Is Needed	\$ 80.00 per sign
	The minimum fee shall be either a combination of 1 and 2 OR 1 and 3 above; however, all signs that need to be changed and/or maintained by the City must be paid for prior to installation
For Private Road Naming:	
Street Naming Petition and Hearing Advertising Fee	\$150.00
Installation of Each New City Sign, Post, Etc.	\$150.00 per sign
If No Public Hearing or Public Notice is Necessary, i.e., 100% Petition and No Partial Dedicated Street Involved	No Fee
If No Signs are Required	No Fee

¹Fees for commencing activities, without a permit, shall be assessed at the regular rate multiplied by one and one half (1.5) for Residential and two (2) for Commercial.

² HCC 21.63 repealed Contract Rezone via Ordinance 03-21

³ Resolutions 07-14, 03-159, and 96-13

Deputy City Planner Engebretsen facilitated a brief question and answer period on the Coastal Bluff Hazard mapping and the benefits that it would provide to the city with the assistance of Commissioner Bentz.

Deputy City Planner Engebretsen fielded questions from the Commissioners on providing input on the Wayfinding RFP and the massive clear-cutting that was conducted just outside the eastern city limits which may present some flooding issues.

B. Public Works Campus Task Force Report – Commissioner Barnwell

Commissioner Barnwell provided a through update using maps showing inundation lines and a progress report on the two meetings and worksession that were conducted by the Task Force specifically highlighting the exercise of determining risks to the Public Works Facility in the event of a Tsunami, reviewing the 2019 Inundation Report and having a very informative presentation by Barrett Salisbury with DGGs and Elena Suleimani with the Alaska Earthquake Center on earthquakes and how they would affect Homer.

Commissioner Barnwell field questions from the commission regarding site selection, the inundation lines are not higher, consideration of moving other facilities in relation to Public Works having bearing on site selection, utilizing the space at the old police station or high school for placement of equipment, consideration on resiliency to shoreline change, drainages, nuisance flooding as well as tsunami.

PUBLIC HEARINGS

PLAT CONSIDERATION

PENDING BUSINESS

A. Memorandum PL 21-14, Draft Community Design Manual (CDM) Update Progress

Deputy City Planner Engebretsen reviewed the changes to the CDM. She requested any concerns or red flags that the Commission may have on the amendments and noted she planned to have a more fleshed out draft for the next meeting. She referenced the language that needs to be changed since they are having too many lawsuits and appeals.

Chair Smith commented that he appreciated the direction that staff was going with the update.

NEW BUSINESS

A. Staff Report 21-13, Planning Fees



Deputy City Planner Engebretsen reviewed Staff Report 21-13 and noted that the department has not increased their fees in twelve years. Appeal fees are extremely low in comparison to the cost to defend any actions that may be appealed. She requested comments and recommendation from the Commission on changes to any of the fees this is the time. In response to a question on how expending the funds for this software will eventually save the city money by providing the ability to have one record that will cover input from Public Works, the Client and the Planning Department; also this software will bring the Planning Department forward by two decades and it will additionally offer the online ability and efficiency.

Deputy City Planner Engebretsen will look into the status of builders submitting required asbuilts and have that information available for the next meeting in response to a question from Commissioner Venuti.

Chair Smith requested a motion.

HIGHLAND/BARNWELL - MOVED TO ADOPT STAFF REPORT 21-13 AND RECOMMEND CITY COUNCIL APPROVE SUGGESTED PLANNING DEPARTMENT FEE AMENDMENTS.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

INFORMATION MATERIALS

- A. City Manager's Report for February 22, 2021 City Council Meeting
- B. Request for Proposals, Development of Homer Wayfinding-Streetscape Plan

Chair Smith commented on the information contained in the City Manager's report regarding the water main break, and increased presence of the Coast Guard, noise on Beluga Lake and questioned whether there are plans to replace the restroom at Karen Hornaday Park.

Deputy City Planner Engebretsen responded that there are plans to replace the restroom but funding is an issue at this time and then noted that the other structure that was used by the Little League was also removed since it was not usable due to flooding. Portable toilets will be used in lieu of a restroom for the time being.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE STAFF

**CITY OF HOMER
HOMER, ALASKA**

City Manager/Port

RESOLUTION 21-039

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING THE HOMER TARIFF NO. 1 TO INCORPORATE AND
TRANSFER FEES FORMALLY LISTED IN THE CITY FEE SCHEDULE
INTO THE TERMINAL TARIFF.

WHEREAS, It was decided upon staff review that all Port and Harbor fees and penalties should be removed from the City Fee schedule and represented in the Homer port and harbor tariff as directed per HHC 10.04.035 and HCC 10.04.055; and

WHEREAS, All fees referenced are currently applied within the Port and Harbor's policies and no fees listed within this Resolution slated for incorporation into the Terminal Tariff are newly generated or in addition to the current fee structure; and

WHEREAS, Changes/additions to the Homer Port Terminal Tariff No. 1 are as follows: Rule 26- Fish Dock Rates- adjustment of crane card replacement fee from \$15.00 lowered to \$5.00, Rule 35 Upland Storage- incorporation of the harbor's monthly deck storage rate, and Rule 39 fish Disposal/Grinding and Fees- incorporation of off-site fish processor outfall connection and maintenance fees; and

WHEREAS, HHC 10.04.035 States that the Port and Harbor Tariff may be amended from time to time by resolution of the City Council.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, amends the Homer Tariff No. 1 as follows:

RULE 26 – FISH DOCK RATES

26.01. GENERAL LIST OF FEES AS SET BY THE HOMER CITY COUNCIL

- | | |
|--|---|
| a. Annual Access Card (Private License) | \$52.00 per year |
| b. Card replacement fee | \$15.00 \$5.00 per occurrence |
| c. Cold Storage Lockers #2-#8 (8 feet X 10 feet) | \$334.75/month |
| d. Cold Storage Rate (2 consecutive months) | \$309.00/month |
| e. Cold Storage Rate (3 consecutive months) | \$283.25/per month |
| f. Cold Storage Rate (9 month season) | \$257.50 per month |
| g. Cold Storage Locker #9 (10'X22') | \$920.90/month |
| h. Cold Storage Locker #9 (2 consecutive months) | \$849.60/month |
| i. Cold Storage Locker #9 (3 consecutive months) | \$778.90/month |
| j. Cold Storage Locker #9 (9 month season) | \$708.20/month |
| k. Inspections | \$ 50.00 per hour |
| l. Bait Storage Fee per bin (4x4x4) | |

45	1. Per Day	\$5.15
46	2. Per Week	\$25.75
47	3. Per Month	\$77.25
48	m. Fish Dock Crane (Minimum 15 minutes)	\$90.64/hour
49	n. Ice (Accumulated throughout year. Accounts reviewed each Dec. for rate adjustment based on	
50	previous year's actual tons of ice purchased.)	
51	1. 0>100 tons	\$130.90 per ton
52	2. 101>300 tons	\$128.00 per ton
53	3. 301>500 tons	\$124.00 per ton
54	4. 501>700 tons	\$121.00 per ton
55	5. 701>1000 tons	\$118.00 per ton
56	6. Over 1001 tons	\$115.00 per ton
57	o. After hours ice delivery call out fee	\$250.00 per call out
58	p. Wharfage for Seafood	\$4.76/ton or \$.00238/lb.
59	q. Ice Wharfage (not purchased from City)	\$14.50/ton
60	r. Freight NOS Non-seafood Wharfage at Fish Dock	\$14.50/ton

61
62

63 **RULE 35 – UPLAND STORAGE**

64 35.01. APPLICATION – Upland storage area is primarily for fishing related gear and cargo laydown. No
 65 vehicle or boat trailers may be place on the upland storage area without prior permission of the
 66 Harbormaster.

67 35.02. AVAILABLE SPACE – The City of Homer may make available a limited area of land for gear
 68 storage on a first-come, first-serve basis. All storage assignments must be approved by the
 69 Harbormaster. Storage lots are a minimum of 1,000 square feet

70 35.03. RATE PERIODS – Charges shall be based on type of storage required, gear or equipment. No
 71 charge for storage shall be generated for free time of 3 days or less. Storage time beyond 7 days shall
 72 generate a full, one month charge. There are no prorated daily fees for storage. A storage month shall
 73 extend from a date in one calendar month to, but not including, the same date of the next and all
 74 succeeding calendar months. Less than one month's storage will be charged for the full month. The
 75 Harbormaster may negotiate storage contracts for six months or longer.

76 35.04. RATES – Fees for general storage are as follows:

77	Open Areas, fishing gear (unsecured)	\$.12 per square foot
78	Open Areas, non-fishing gear (unsecured)	\$.17 per square foot
79	Secure Storage	\$.22 per square foot

80 **Deck Shelter Storage – Prearranged \$35/mo**

81

82 **RULE 39 – FISH DISPOSAL / GRINDING AND FEES**

83 39.01. FISH GRINDING AND FEE – The City owns a regulated fish disposal system that grinds and
 84 flushes fish waste through an outfall line. In addition to grinding sport caught fish carcasses collected

85 at the fish cleaning tables, the City’s fish disposal system can facilitate disposal of fish waste generated
86 from commercial enterprises who shall self-report their fish carcasses brought to the facility.

87
88 a. The rates for commercial enterprises are \$30.00 per tote (approximately 1,000 lbs.) and \$5.00
89 per tub (approximately 100 lbs.).
90

91 **b. For off-site Fish Processers discharging effluent using the City’s Outfall Line connection**
92 **directly from the fish disposal system at their processing facility there is a one time connection**
93 **fee of \$7,000.00. Processor has the option to pay the connection charge in five equal annual**
94 **installments of \$1400.00 plus 7.5% interest. Additionally, there shall be an annual operation and**
95 **maintenance fee of \$2,400.00.**

96
97 PASSED AND ADOPTED by the Homer City Council this ___ day of _____, 2021.
98

99
100 CITY OF HOMER

101
102 _____
103 KEN CASTNER, MAYOR
104

105 ATTEST:

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107 _____
108 MELISSA JACOBSEN, MMC, CITY CLERK
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110 Fiscal note: N/A

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**CITY OF HOMER
HOMER, ALASKA**

City Manager/Port

RESOLUTION 21-039(S)

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
AMENDING THE HOMER TARIFF NO. 1 **UNDER RULE 12. PARKING,**
RULE 26-FISH DOCK RATES, RULE 35-UPLAND STORAGE, AND
RULE 35-FISH DISPOSAL/GRINDING AND FEES.

WHEREAS, It was decided upon staff review that all Port and Harbor fees and penalties should be removed from the City Fee schedule and represented in the Homer port and harbor tariff as directed per HHC 10.04.035 and HCC 10.04.055; and

WHEREAS, All fees referenced are currently applied within the Port and Harbor's policies; and

WHEREAS, Changes/additions to the Homer Port Terminal Tariff No. 1 are as follows:
Rule 12- Vehicle Parking- Addition of monthly permits for day use parking (Ramps 1-4): \$100.00,
Rule 26- Fish Dock Rates- adjustment of crane card replacement fee from \$15.00 lowered to \$5.00, Rule 35 Upland Storage- incorporation of the harbor's monthly deck storage rate, and
Rule 39 fish Disposal/Grinding and Fees- incorporation of off-site fish processor outfall connection and maintenance fees; and

WHEREAS, HHC 10.04.035 States that the Port and Harbor Tariff may be amended from time to time by resolution of the City Council.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, amends the Homer Tariff No. 1 as follows:

RULE 12- VEHICLE PARKING

12.010. LONG TERM PARKING PERMITS – Vehicles over 20' are not eligible for long term parking permits.

- a. Seasonal permits for day use parking (Ramps 1-4): \$250.00.
- b. Monthly permits for day use parking (Ramps 1-4): \$100.00**
- c. Long Term parking permits required for vehicles 20' or less parked in excess of seven (7) consecutive 24-hour days.
- d. Long Term parking annual permit fee for vessel owners paying annual moorage in the Homer Harbor: fee \$100.00.
- e. Long Term parking annual permit (January 1st through December 31st): fee \$200.00.
- f. Monthly parking permit for vehicles less than 20': fee \$70.00 for 30 consecutive days.
- g. Monthly parking permit for non-commercial vehicles over 20': fee \$85.00 for 30 consecutive days in a portion of Lot 9 only.

- 45 h. Weekly parking permit for vehicles less than 20': fee \$25.00 for 7 consecutive days
- 46 i. Weekly parking permit for non-commercial vehicles over 20': fee \$30.00 for 7 consecutive
- 47 days
- 48 j. Long term parking will be enforced year around.
- 49 k. Parking lot restrictions for long term parking, May 1 through October 1, as
- 50 depicted on harbor map (Resolution 11-036(A)).
- 51 l. Existing code definitions for restricted parking, vehicles, junk vehicles, and fines for
- 52 violations apply. Fines, \$25.00 per calendar day, provided that the fine for overtime parking
- 53 in long term parking area will be limited to \$250.00 fine per calendar year, with \$200.00 of
- 54 the fine credited towards the long term parking annual permit.
- 55 m. Failure to pay violations will result in an additional \$25.00 fee per month and any other legal
- 56 or collection fee authorized by law.
- 57
- 58

59 **RULE 26 – FISH DOCK RATES**

60 **26.01. GENERAL LIST OF FEES AS SET BY THE HOMER CITY COUNCIL**

61	a. Annual Access Card (Private License)	\$52.00 per year
62	b. Card replacement fee	\$15.00 \$5.00 per occurrence
63	c. Cold Storage Lockers #2-#8 (8 feet X 10 feet)	\$334.75/month
64	d. Cold Storage Rate (2 consecutive months)	\$309.00/month
65	e. Cold Storage Rate (3 consecutive months)	\$283.25/per month
66	f. Cold Storage Rate (9 month season)	\$257.50 per month
67	g. Cold Storage Locker #9 (10'X22')	\$920.90/month
68	h. Cold Storage Locker #9 (2 consecutive months)	\$849.60/month
69	i. Cold Storage Locker #9 (3 consecutive months)	\$778.90/month
70	j. Cold Storage Locker #9 (9 month season)	\$708.20/month
71	k. Inspections	\$ 50.00 per hour
72	l. Bait Storage Fee per bin (4x4x4)	
73	1. Per Day	\$5.15
74	2. Per Week	\$25.75
75	3. Per Month	\$77.25
76	m. Fish Dock Crane (Minimum 15 minutes)	\$90.64/hour
77	n. Ice (Accumulated throughout year. Accounts reviewed each Dec. for rate adjustment based on	
78	previous year's actual tons of ice purchased.)	
79	1. 0>100 tons	\$130.90 per ton
80	2. 101>300 tons	\$128.00 per ton
81	3. 301>500 tons	\$124.00 per ton
82	4. 501>700 tons	\$121.00 per ton
83	5. 701>1000 tons	\$118.00 per ton
84	6. Over 1001 tons	\$115.00 per ton
85	o. After hours ice delivery call out fee	\$250.00 per call out
86	p. Wharfage for Seafood	\$4.76/ton or \$.00238/lb.
87	q. Ice Wharfage (not purchased from City)	\$14.50/ton
88	r. Freight NOS Non-seafood Wharfage at Fish Dock	\$14.50/ton

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RULE 35 – UPLAND STORAGE

35.01. APPLICATION – Upland storage area is primarily for fishing related gear and cargo laydown. No vehicle or boat trailers may be place on the upland storage area without prior permission of the Harbormaster.

35.02. AVAILABLE SPACE – The City of Homer may make available a limited area of land for gear storage on a first-come, first-serve basis. All storage assignments must be approved by the Harbormaster. Storage lots are a minimum of 1,000 square feet

35.03. RATE PERIODS – Charges shall be based on type of storage required, gear or equipment. No charge for storage shall be generated for free time of 3 days or less. Storage time beyond 7 days shall generate a full, one month charge. There are no prorated daily fees for storage. A storage month shall extend from a date in one calendar month to, but not including, the same date of the next and all succeeding calendar months. Less than one month’s storage will be charged for the full month. The Harbormaster may negotiate storage contracts for six months or longer.

35.04. RATES – Fees for general storage are as follows:

Open Areas, fishing gear (unsecured)	\$.12 per square foot
Open Areas, non-fishing gear (unsecured)	\$.17 per square foot
Secure Storage	\$.22 per square foot

Deck Shelter Storage – Prearranged \$35/mo

RULE 39 – FISH DISPOSAL / GRINDING AND FEES

39.01. FISH GRINDING AND FEE – The City owns a regulated fish disposal system that grinds and flushes fish waste through an outfall line. In addition to grinding sport caught fish carcasses collected at the fish cleaning tables, the City’s fish disposal system can facilitate disposal of fish waste generated from commercial enterprises who shall self-report their fish carcasses brought to the facility.

a. The rates for commercial enterprises are \$30.00 per tote (approximately 1,000 lbs.) and \$5.00 per tub (approximately 100 lbs.).

b. For off-site Fish Processers discharging effluent using the City’s Outfall Line connection directly from the fish disposal system at their processing facility there is a one-time connection fee of \$7,000.00. Processor has the option to pay the connection charge in five equal annual installments of \$1400.00 plus 7.5% interest. Additionally, there shall be an annual operation and maintenance fee of \$2,400.00.

NOW, THEREFORE, BE IT RESOLVED that the homer tariff no. 1 is amended under Rule 12-Parking, Rule 26-Fish Dock Rates, Rule 35- Upland Storage and Rule 35-Fish Disposal/Grinding and Fees.

129 PASSED AND ADOPTED by the Homer City Council this ___ day of _____, 2021.

130

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132

CITY OF HOMER

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KEN CASTNER, MAYOR

136

137 ATTEST:

138

139

140 MELISSA JACOBSEN, MMC, CITY CLERK

141

142 Fiscal note: N/A



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

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Memorandum 21-096

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: MELISSA JACOBSEN, MMC, CITY CLERK
DATE: JUNE 8, 2021
SUBJECT: PORT OF HOMER TARIFF NO. 1 AMENDMENTS SCHEDULE

Resolution 21-039(S) includes the addition of amending Rule 12 to add a monthly permit for day use parking (Ramps 1-4):100.

This was approved by the Port and Harbor Advisory Commission at their May 26th regular meeting, and except of their minutes is included. The full draft is available on line.

STOCKBURGER/ULMER MOVED TO ADD TO THE FEE SCHEDULE A SHORTER MONTHLY PASS FOR \$100, WITH THE FULL SEASON PASS TO REMAIN AT \$250.

There was discussion on the fee amount, if a discount on vehicle parking passes should be offered to reserved moorage lessees, and possibly limit the number of passes sold later down the line. Harbor staff recommended to not change anything to the parking policies or fees until after HDR Engineering finishes their Homer Spit parking study, and then the PHC could make changes as part of a bigger parking plan.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.



City of Homer

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Memorandum 21-084

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: MELISSA JACOBSEN, MMC, CITY CLERK
DATE: MAY 20, 2021
SUBJECT: PORT OF HOMER TARIFF NO. 1 AMENDMENTS SCHEDULE

The Port and Harbor Advisory Commission meets May 26th and will be considering further tariff amendments.

I anticipate a substitute Resolution will be provided at the June 14, 2021 Regular Meeting.

ORDINANCE REFERENCE SHEET
2021 ORDINANCE
ORDINANCE 21-33

An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Chapter 7.20 Snowmachines to include All-Purpose Vehicles.

Sponsor: Aderhold

1. City Council Regular Meeting June 14, 2021 Introduction
Memorandum 21-091 from City Manager as backup
2. City Council Regular Meeting June 28, 2021 Public Hearing and Second Reading

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

Aderhold

3
4 **ORDINANCE 21-33**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
7 AMENDING HOMER CITY CODE CHAPTER 7.20 SNOWMACHINES
8 TO INCLUDE ALL-PURPOSE VEHICLES.
9

10 WHEREAS, On March 16, 2021 the Dunleavy Administration proposed a statewide rule
11 change which would allow snowmachines and all-purpose vehicles to be operated on roads
12 with speed limits of 45 miles per hour or less; and
13

14 WHEREAS, The proposed rule change allows municipalities to adopt ordinances that
15 prohibit snowmachines and all-purpose vehicles to operate on public roadways; and
16

17 WHEREAS, All public roadways within the city limits of Homer have posted speed limits
18 of 45 miles per hour or less; and
19

20 WHEREAS, Allowing snowmachines and all-purpose vehicles on public roadways is not
21 compatible with Homer's roads and traffic patterns.
22

23 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
24

25 Section 1. Homer City Code Chapter 7.20 is hereby amended as follows:
26

27 Chapter 7.20
28 SNOWMACHINES **AND ALL-PURPOSE VEHICLES**¹

29 Sections:

30 7.20.010 *Repealed.*

31 7.20.020 ~~Street and alley defined~~ **Definitions.**

32 7.20.030 Use of snowmachines **and all-purpose vehicles.**

33 7.20.040 Time restriction.

34 7.20.050 Driver's license requirement.

35 7.20.055 Operation in designated areas.

36 7.20.060 Towing.

37 7.20.070 Exceptions.

38 7.20.080 *Repealed.*

39 Prior legislation: Ord. 72-5.
40

41 7.20.010 Compliance with State law.

42 *Repealed by Ord. 13-40. [Code 1967 § 12-400.1].*

Strike-out is deleted language, **bold underline** is new language

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7.20.020 ~~Street and alley defined~~ **Definitions.**

For the purpose of this chapter the following definitions shall apply:

“All-purpose vehicle” means any self-propelled vehicle designed primarily for cross-country travel on land and water, or on more than one type of terrain, and steered by wheels, treads, skis, or any combination thereof, including vehicles that operate on a cushion of air, vehicles commonly known as all-terrain vehicles, all-season vehicles, and utility terrain vehicles.

“Snowmachine” means a self-propelled vehicle primarily designed or altered for travel on snow or ice when supported in part by skis, belts, or cleats.

“Street” and “alley” mean any street, highway, or alley from property line to property line, officially classified by the City as a “local arterial” on its official street and highway plan.

7.20.030 Use of snowmachines **and all-purpose vehicles.**

No person shall drive, operate, stop or move a snowmachine **or all-purpose vehicle:**

a. Upon a sidewalk, alley, street, **right-of-way,** or highway except:

1. To cross, provided the crossing is made at an angle of approximately 90 degrees to the direction of the ~~high~~**road**way at a place where no obstruction prohibits a quick and safe crossing, and the snowmachine **or all-purpose vehicle** is brought to a complete stop before crossing the shoulder or main traveled way, and the driver yields the right-of-way to oncoming traffic; and

2. When operated on a path or shoulder adjacent to the roadway provided it is driven six feet or more from the extreme edge of the roadway; **and**

3. When the snowmachine or all-purpose vehicle is a government operated vehicle used for official business.

b. In or upon a park or other City-owned property, except:

1. in areas as provided in this chapter, which are designated as snowmachine **or all-purpose vehicle** areas;

2. When the snowmachine or all-purpose vehicle is a government operated vehicle used for official business.

85 c. On private property of another without the express permission to do so by the owner or
86 authorized occupant of the property;

87
88 d. In a careless, reckless or negligent manner so as to endanger or likely to endanger the safety
89 of any person or property of any other person;

90
91 e. While under the influence of intoxicating liquor, narcotics or drugs;

92
93 f. Within 100 feet of any established skating rink, sliding area, skiing area or any location where
94 the operation of a snowmachine **or all-purpose vehicle** would conflict with the use of the area
95 for the intended purpose thereof, or endanger other persons or property;

96
97 g. To intentionally drive, chase, run over or kill any animal;

98
99 h. Without having such snowmachine registered as provided for in AS 28.39;

100
101 i. While transporting weapons or other instruments used to hunt in other than unloaded and
102 enclosed conditions;

103
104 j. Operate or ride on a snowmachine **or all-purpose vehicle** without wearing a properly fitted
105 full coverage crash helmet which has Snell Foundation Z-90.1 or equivalent rating and such
106 rating shall be affixed to and protected from mutilation in or on the helmet.

107
108 7.20.040 Time restriction.
109 No person shall drive, operate, stop or move a snowmachine **or all-purpose vehicle** within the
110 City limits after 10:00 p.m., nor before 8:00 a.m., except that this section shall not apply to an
111 employee or an authorized officer of a municipal or State law enforcement agency while in the
112 performance of official duties.

113
114 7.20.050 Driver's license requirement.
115 A driver or operator of a snowmachine **or all-purpose vehicle** shall be required to have a valid
116 current motor vehicle operator's license or permit, or be accompanied by a person having such
117 valid license, while operating a snowmachine **or all-purpose vehicle** in or upon a park or other
118 City-owned property in the City.

119
120 7.20.055 Operation in designated areas.
121 Snowmachine **or all-purpose vehicle** operation may be permitted in or upon a park or other
122 City-owned property when all or part of the property is designated by the City Manager and
123 approved by the City Council as a snowmachine **or all-purpose vehicle** area.

124
125 7.20.060 Towing.

126 No person shall operate a snowmachine **or all-purpose vehicle** while towing a sled, toboggan
127 or other object, nor any person riding on same unless such sled, toboggan or other object is
128 attached to the snowmachine **or all-purpose vehicle** by a rigid bar, and the towed object shall
129 be equipped with a red reflector on each side of rear.

130

131 7.20.070 Exceptions.

132 Upon recommendation by the City Manager and approved by the City Council controlled
133 special events may be excepted from specific portions of this chapter, when satisfactory
134 evidence is shown that the public health, safety and welfare are protected.

135

136 7.20.080 Violation – Penalty.

137 *Repealed by Ord. 13-40. [Code 1967 § 12-400.9].*

138

139 ¹ For statutory provisions authorizing the regulation of snow vehicles, see AS 29.35.210.

140

141 Section 2. This Ordinance is of a permanent and general character and shall be included
142 in the City Code.

143

144 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this __ day of _____, 2021.

145

146 CITY OF HOMER

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149 _____
KEN CASTNER, MAYOR

150 ATTEST:

151

152 _____
153 MELISSA JACOBSEN, MMC, CITY CLERK

154

155 YES:

156 NO:

157 ABSTAIN:

158 ABSENT:

159

160 First Reading:

161 Public Hearing:

162 Second Reading:

163 Effective Date:



City of Homer

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Office of the City Manager

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citymanager@cityofhomer-ak.gov

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(f) 907-235-3148

Memorandum 21-091

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: May 28, 2021
SUBJECT: Update to HCC Chapter 7.20 Snowmachines to Include All-Purpose Vehicles

In March 2021 the Dunleavy Administration proposed a statewide rule change which would allow snowmachines and all-purpose vehicles to be operated on roads with speed limits of 45 miles per hour or less (<https://aws.state.ak.us/OnlinePublicNotices/Notices/Attachment.aspx?id=127160>). All-purpose vehicles are broadly defined to include many types of off-road vehicles. Under current state regulations these vehicles may cross streets but not travel along them. This restriction is mirrored in Homer City Code (HCC) Chapter 7.20 which was written to regulate snowmachine usage in the City.

While the ultimate fate of the Dunleavy Administration's proposal is unknown, it is clear to staff that this proposal is not compatible with Homer's roads or traffic patterns. Even if the State makes a change which allows snowmachines and other all-purpose vehicles to travel on roads, cities are able to restrict or prohibit that use within their borders.

When news of the regulation became public, Councilmember Aderhold reached out to administration to discuss our options. I had further discussions with Chief Robl and the three of us collaborated on some potential modifications to HCC Chapter 7.20. Ordinance 21-0xx is a result of that collaboration.

The solution presented for introduction in Ordinance 21-33 expands HCC Chapter 7.20 to include all-purpose vehicles. This regulation is intended to cover vehicles such as ATVs, dirt bikes, quads, UTVs, side-by-sides, etc. It is not targeted at pedal-powered all-terrain capable fat bikes or mountain bikes which provide an electronic assist to cyclists (E-Bikes). The proposed amendment exempts snowmachines and all-purpose vehicles used for official government business from the regulations set within HCC Chapter 7.02.

Staff Recommendation: Introduce Ordinance 21-33 on June 14th and adopt on June 28th.

ORDINANCE REFERENCE SHEET
2021 ORDINANCE
ORDINANCE 21-34

An Ordinance of the City Council of Homer, Alaska Amending the 2021 Capital Budget and Authorizing the Expenditure of \$287,692 from the Homer Accelerated Water and Sewer Program to Complete the Tasmania Court Sewer Improvement Project.

Sponsor: City Manager/Public Works Director

1. City Council Regular Meeting June 14, 2021 Introduction
Memorandum 21-092 from Public Works Director as backup
2. City Council Regular Meeting June 28, 2021 Public Hearing and Second Reading

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Manager/
4 Public Works Director

5 **ORDINANCE 21-34**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING THE 2021 CAPITAL BUDGET AND AUTHORIZING THE
9 EXPENDITURE OF \$287,692 FROM THE HAWSP FUND TO
10 COMPLETE THE TASMANIA COURT SEWER IMPROVEMENT
11 PROJECT.

12
13 WHEREAS, The City Council created the Tasmania Court Sewer Improvement Special
14 Assessment District (SAD) with the passage of Resolution 21-045; and

15
16 WHEREAS, The properties within this district will be assessed 75% of the costs of the
17 project and the Homer Accelerated Water and Sewer Program (HAWSP) will pay 25%; and

18
19 WHEREAS, All project costs are anticipated to be financed through the ADEC/EPA
20 Revolving Loan Program, and

21
22 WHEREAS, Public Works has estimated the cost of this project to be \$287,692.

23
24 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

25
26 Section 1. The Homer City Council hereby amends the FY 2021 Capital Budget by
27 appropriating \$287,692 from the HAWSP for the design and construction of the Tasmania Court
28 Sewer Improvements.

<u>Account</u>	<u>Description</u>	<u>Amount</u>
205-xxxx	Tasmania Court Sewer Improvements	\$287,692

29
30
31
32
33 Section 2. This is a budget amendment ordinance only, is not permanent in nature, and
34 shall not be codified.

35
36 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 28th day of June, 2021.

37
38 CITY OF HOMER

39
40
41 _____
42 KEN CASTNER, MAYOR

43
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59
60

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Reading:

Second Reading:

Effective Date:



City of Homer

www.cityofhomer-ak.gov

Public Works

3575 Heath Street
Homer, AK 99603

publicworks@cityofhomer-ak.gov

(p) 907-235-3170

(f) 907-235-3145

Memorandum 21-092

TO: City Council

Through: Rob Dumouchel, City Manager

FROM: Janette Keiser, Director of Public Works

DATE: June 7, 2021

SUBJECT: Tasmania Court Sewer Assessment District – Request for appropriation

Issue: The purpose of this Memorandum is to recommend appropriation of funds from the HAWSP to finance the Tasmania Court Sewer Improvement project.

Background:

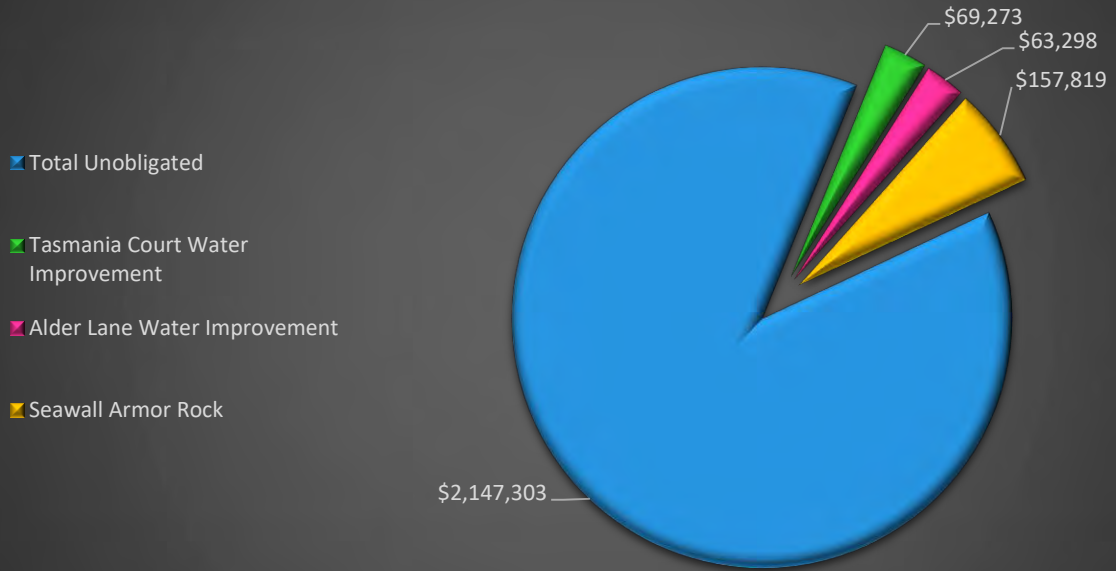
We are, in a separate Memorandum, recommending the establishment of a Special Assessment District for the design and construction of a sewer main in the Tasmania Court neighborhood, as a companion project to the Water Special Assessment District. That memorandum would also authorize the City Manager to apply for a loan from the AK Department of Environmental Conservation Clean Water Revolving Loan Fund to finance the project. This loan is what make it possible for the City to provide long term, low interest financing to the property owners for their share of the costs.

The loan operates on a reimbursable basis; that is, the City pays invoices related to the project with its own funds and the loan reimburses the City for the paid amounts. This means the City needs a source of interim financing. Typically, the HAWSP fund is used for this. The HAWSP fund also pays for the City's share of the costs (25%). A Council appropriation is required to make the funds available.

There are a sufficient balance in the HAWSP fund to make this appropriation.

Recommendations: We recommend the Homer City Council of Homer appropriate \$287,692 from HAWSP to fund the Tasmania Court Sewer Project.

HAWSP Obligated



ORDINANCE REFERENCE SHEET
2021 ORDINANCE
ORDINANCE 21-35

An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 4.10.030 Review of Candidate Qualifications, 4.35.040 Certification of Election, 4.45 Election Recount, and 4.50 Election Contest

Sponsor: Aderhold/Smith/Hansen-Cavasos

1. City Council Regular Meeting June 14, 2021 Introduction
Memorandum 21-093 from Councilmembers as backup

43
44 **a. In determining residence within the city for the purposes of this chapter, the clerk**
45 **shall apply the following rules:**

- 46 **1. A person establishes residence within the city by:**
47 **(a) actual physical presence at a specific location within the city; and**
48 **(b) maintaining a habitation at the specific location;**
49 **2. A person may maintain a place of residence at a specific location within the city**
50 **while away from the location for purposes of employment, education, military**
51 **service, medical treatment or vacation if the person does not establish**
52 **residency at another location; and**
53 **3. A qualified voter loses residence by voting in another district or in another**
54 **state's election.**

55 **b. At any time before the election the clerk may disqualify any candidate whom the clerk**
56 **finds is not qualified. A candidate who is disqualified may request a hearing before the**
57 **clerk. The hearing shall be held no later than 5 business days after the request unless the**
58 **candidate agrees in writing to a later date.**

59
60 **c. Any person may question the eligibility of a candidate who has filed a declaration of**
61 **candidacy by filing a complaint with the clerk. A complaint regarding the eligibility of a**
62 **candidate must be received by the clerk not later than the close of business on the tenth**
63 **day after the filing deadline for the office for which the candidate seeks election.**

64
65 **1. The complaint must be in writing and include the name, mailing address, contact**
66 **phone number, signature of the person making the complaint, a statement**
67 **describing the grounds on which the candidate's eligibility is being questioned,**
68 **along with relevant evidence to support the allegations.**

69
70 **2. The clerk will review only those issues in the complaint related to candidate**
71 **qualifications.**

72
73 **3. Upon receipt of a complaint the clerk will send notification in writing to the**
74 **candidate.**

75
76 **d. The clerk shall review any evidence relevant to the candidate's qualifications,**
77 **including, but not limited to, the candidate's residency, voter registration, declaration of**
78 **candidacy, and any other document of public record or as required by HCC 4.10.020.**
79 **Based on the review of the evidence, the clerk will determine by a preponderance of**
80 **evidence if the candidate is qualified for the office.**

81

- 82 **1. If the clerk determines the preponderance of evidence supports the eligibility of**
83 **the candidate, the clerk will issue a final determination supporting the candidate’s**
84 **eligibility.**
85
86 **2. If the clerk determines the preponderance of evidence does not support the**
87 **candidate’s eligibility, notice to the candidate will identify any additional**
88 **information or evidence that must be provided by the candidate. The clerk must**
89 **receive the requested information no later than three calendar days from the date**
90 **of notice. The clerk will consider any additional information provided and issue a**
91 **final determination as to the candidate’s eligibility no later than three calendar**
92 **days from receipt of the additional information.**
93
94 **3. If the information requested by the clerk in subsection (d)(1) of this section is not**
95 **received by the specified deadline, the clerk will issue a final determination**
96 **regarding the candidate’s eligibility based on the information initially reviewed.**
97
98 **4. The clerk will send notice of final determination in writing to the person making**
99 **the complaint, if applicable, and to the candidate. The determination of the clerk**
100 **is final.**

101
102 Section 2. Homer City Code 4.35.040 Certification of an election is hereby amended as
103 follows:

104
105 4.35.040 Certification of election.

106
107 ~~a. Unless a contest has been previously filed, the~~ **council shall certify the results of the**
108 **election at the next regular council meeting following completion of the canvass by the**
109 **canvass board.**

110
111 **b. If a contest has been filed pursuant to HCC 4.50.020, the council shall certify election**
112 **results not in question.**

113
114 Section 3. HCC 4.45. Election Recount is amended as follows:

115
116 Chapter 4.45

117 ELECTION RECOUNT

118 Sections:

119 4.45.010 Recount initiation.

120 4.45.020 Form of application.

121 4.45.030 Deposit.

122 4.45.040 Date of recount – Notice.

123 4.45.050 Procedure for recount.

Strike-out is deleted language, **bold underline** is new language

- 124 4.45.060 Certification of recount result.
- 125 4.45.070 Return of deposit and apportionment of recount expenses.
- 126 4.45.080 Appeal.

127
128 4.45.010 Recount initiation.

129
130 a. A defeated candidate for an office may apply for a recount of the votes for that office, and 10
131 qualified voters may apply for a recount of the votes for any office or proposition. A recount
132 application must be in writing and either filed with the Clerk before 5:00 p.m. on the day of the
133 certification of the election results. The date and time of the Clerk's receipt of a recount
134 application, and not the date of mailing or transmission, determines whether the application
135 is timely.

136
137 b. If **two or** more candidates ~~than are to be elected to an office~~ tie in having the highest number
138 of votes for the **same** office, or if there is a tie between votes in favor of and opposed to a
139 proposition, the Clerk shall initiate a recount. [Ord. 14-15 § 2, 2014].

140
141 4.45.020 Form of application **and deposit.**

142
143 a. A recount application shall state in substance the basis of the belief that a mistake has been
144 made and shall identify the particular office or proposition for which the recount is to be held,
145 and shall state that the application is made by a defeated candidate for the office or by 10
146 qualified voters. The candidate or qualified voters making the application shall designate by
147 full name and mailing address two persons who shall represent the applicant during the
148 recount. Any person may be named representative, including the candidate or any person
149 signing the application. An application by 10 qualified voters shall also designate one applicant
150 as their point of contact. The application shall include each applicant's signature, and printed
151 full name and mailing address. [Ord. 14-15 § 2, 2014].

152
153 ~~4.45.030~~ ~~Deposit.~~

154
155 ~~b. Unless exempted by subsection (b) of this section, the application shall include a deposit in~~
156 ~~cash or by cashier's check in the amount of \$250.00.~~ **The application shall include a deposit**
157 **for the amount listed in the most current City of Homer Fee Schedule.**

158
159 ~~b.c.~~ No deposit is required and the City shall bear the cost of the recount if:

- 160
161 1. The recount applicant is a defeated candidate and the difference between the number of
162 votes cast for the defeated candidate and any elected candidate was 20 or less; or
163
164 2. The recount applicants are 10 qualified voters, and the recount is of votes for either an office
165 where the difference between the number of votes cast for an elected candidate and a

166 defeated candidate was 20 or less, or a proposition where the difference between the number
167 of votes cast in favor of and in opposition to the proposition was 20 or less. [Ord. 14-15 § 2,
168 2014].

169

170 4.45.040 Date of recount – Notice.

171 If the Clerk determines that a recount application is substantially in the required form, the
172 Clerk shall fix the date for the recount, which shall be within seven calendar days after the
173 receipt of the recount application. The Clerk shall give each recount applicant and any directly
174 interested candidate or proposition sponsor notice of the time and place of the recount by
175 certified mail, electronic mail, or telephone. [Ord. 14-15 § 2, 2014].

176

177 4.45.050 Procedure for recount.

178 a. The canvass board shall perform the recount. In conducting the recount, the canvass board
179 shall review all ballots to determine which ballots or parts of ballots were properly marked,
180 and which ballots are to be counted in the recount, and shall check the accuracy of the original
181 count and all documentation provided by the election officials. The canvass board shall check
182 the number of ballots and questioned ballots cast against the registers and shall check early
183 and absentee ballots voted against the number of early and absentee ballots that were
184 distributed. The rules incorporated in HCC 4.25.090 shall be followed in counting hand-marked
185 ballots in the recount.

186

187 b. The ballots and other election materials shall remain in the custody of the Clerk during the
188 recount and the highest degree of care shall be exercised to protect the ballots against
189 alteration, mutilation or loss. The recount shall be completed within 10 calendar days. [Ord.
190 14-15 § 2, 2014].

191

192 4.45.060 Certification of recount result.

193 Upon completing the recount, the canvass board shall provide a report of the results of the
194 recount for submission to the Council, and the Council shall issue a certificate of the election.
195 [Ord. 14-15 § 2, 2014].

196

197 4.45.070 Return of deposit and apportionment of recount expenses.

198

199 ~~a. If the recount results in certification of election of a different candidate for an office or a~~
200 ~~different outcome of approval or rejection of a proposition than originally was certified, the~~
201 ~~entire deposit shall be refunded to the recount applicant.~~

202

203 ~~b. If the requirements in subsection (a) of this section for a total deposit refund are not met,~~
204 ~~the Clerk shall refund any excess of the deposit over the cost of the recount. If the cost of the~~
205 ~~recount exceeds the amount of the deposit, the City may recover the excess from any recount~~
206 ~~applicant, each of whom shall be individually liable for the amount of the excess. The cost of~~

207 the recount includes the compensation that the city pays to election officials and city staff for
208 working on the recount. [~~Ord. 14-15 § 2, 2014~~].

209
210 **a. If, upon recount, a different candidate or position on a proposition or question is**
211 **certified or if the vote on recount is 2 percent or more in excess of the vote originally**
212 **certified for the candidate or position on a proposition or question supported by the**
213 **recount application, the entire deposit shall be refunded to the recount application.**

214
215 **b. If the requirements in subsection (a) of this section for a total deposit refund are not**
216 **met, the Clerk shall refund any excess of the deposit over the cost of the recount. If the**
217 **cost of the recount exceeds the amount of the deposit, the City may recover the excess**
218 **from any recount applicant, each of whom shall be individually liable for the amount of**
219 **the excess. The cost of the recount includes the compensation that the city pays to**
220 **election officials and city staff for working on the recount.**

221
222 4.45.080 Appeal.
223 A candidate, proposition sponsor or recount applicant who is aggrieved by the result of a
224 recount or decision not to grant a recount may appeal the recount result or decision not to
225 grant the recount to the Superior Court. The appeal shall be filed within 10 calendar days of
226 final Council action certifying the election. If an appeal is not commenced within the 10-day
227 period, the election and the election result is conclusive and valid. [~~Ord. 14-15 § 2, 2014~~].

228
229 Section 4. Homer City Code 4.50 Election contest – Liability for expense is hereby
230 amended as follows:

231
232 4.50. Election Contest—~~Liability for expense~~

233
234 Sections:

235
236 4.50.010 ~~Grounds for election contest~~ **Grounds for election contest.**

237 **4.50.020 Notice of contest procedure**

238 **4.50.030 Appeal or judicial review**

239
240 4.50.010 ~~Contest of election—Liability for expense.~~ **Grounds for election contest.**

241
242 Any candidate or 10 qualified voters who were qualified to vote on the election day may contest
243 the election ~~of any person or approval or rejection of any question or proposition.~~ Contest of
244 election shall be **on** one or more of the following grounds:

- 245
246 1. Malconduct, fraud, or corruption by an election official sufficient to change the
247 results of the election;
248 2. The person elected is not qualified under the law or the Homer City Code;

249 3. Existence of a corrupt election practice as defined by the laws of the State. **Any**
250 **corrupt practice as defined by law sufficient to change the results of the election.**

251
252 **4.50.020 Notice of contest procedure.**

253
254 **a. Notice of contest of an election shall be submitted in writing to the clerk by 5:00 p.m.**
255 **on the day of the certification of the election and shall include payment by cash, certified**
256 **check, or credit card for the amount listed in the most current City of Homer Fee**
257 **Schedule.**

258
259 **b. The notice of contest shall be filed in person and contain:**

260
261 **1. The election to be contested;**

262 **2. The specific grounds of the contest;**

263 **3. Documentation or evidence supporting the contest, if any;**

264 **4. The contact information of the representative who will receive communications**
265 **from the city regarding the contest; and**

266 **5. The legal name, residence address, contact information, and notarized**
267 **signature of each candidate or city voter who is an applicant.**

268
269 ~~b. The candidate or voters initiating a contest shall file a written affidavit with the City Clerk~~
270 ~~prior to certification of the election or shall appear before the City Council at the meeting held~~
271 ~~to certify the election returns and deliver a written notice of contest. The notice of contest shall~~
272 ~~specify the election being contested, shall state the grounds of the contest in detail, and shall~~
273 ~~bear the notarized signature of the candidate or the qualified voters bringing the contest.~~

274
275 **c. The notice shall include a deposit for the amount listed in the most current City of**
276 **Homer Fee Schedule.**

277
278 **d. Upon receipt of the notice to contest an election, the clerk shall submit it to the council.**
279 **The council shall order an investigation to be conducted. The clerk and city attorney shall**
280 **investigate the grounds of the contest and submit a report of findings to the council. The**
281 **clerk may request the canvass board, or additional personnel as necessary, assist with**
282 **the investigation. The council shall defer the certification of the contested election**
283 **results pending receipt of the report, but shall proceed with certification of all election**
284 **results that are not contested. Those contesting the election, those whose election is**
285 **contested and the public shall be allowed to attend all investigation proceedings.**

286
287 ~~e. Upon receiving a valid notice of contest, the City Council shall order such investigative~~
288 ~~action as it deems appropriate. If the contest involves voter eligibility, the Clerk and the City~~
289 ~~Attorney shall be ordered to investigate the allegations and report their findings to the City~~
290 ~~Council. If other illegal or irregular election practices are alleged to have occurred, the City~~

Strike out is deleted language, **bold underline** is new language

291 Council shall order an investigation to be made by the City Manager with the assistance of the
292 Clerk and the Attorney. If the Clerk and Manager are both named in the contest, the Council
293 shall appoint an investigating board to conduct the required investigation. Those contesting
294 the election, those whose election is contested and the public shall be allowed to attend all
295 investigation proceedings.

296
297 **e. If the contest involves the eligibility of voters the council shall direct the clerk to**
298 **recheck the most current state registration lists. After considering the reports of the**
299 **investigating officials and any other proof, the council shall determine whether any**
300 **illegally cast votes could have affected the election results. If they could not have, the**
301 **council shall so declare and determine the election valid.**

302
303 **f. If the contest involves other prohibited election practices which are shown to have**
304 **taken place, the council, in certifying the election returns, shall exclude the vote of the**
305 **precincts where such practices occurred. If it is determined that such exclusion could not**
306 **affect the election results, the council shall declare the election valid and certify the**
307 **results pursuant to this title.**

308
309 **g. If the investigation determines election misconduct has occurred sufficient to change**
310 **the results of an election, a recommendation for remedy will be included in the**
311 **investigation report to the council.**

312
313 d. After considering the reports of the investigating officials and any other evidence presented,
314 the City Council shall determine whether the grounds for contest were valid and whether any
315 illegally cast votes could have affected the election results. If they could not have, the City
316 Council may so declare and uphold their previous action in declaring the election validly held.

317
318 e **h. Any person contesting an election as provided herein shall post a cash bond in the amount**
319 **of \$750.00 guaranteeing payment of the cost of contest as surety for such costs. If the recount**
320 **fails to reverse a result of the election or the difference between the winning and losing vote**
321 **on the result contested is more than two percent, the candidate or voters contesting the**
322 **election shall be individually and collectively liable for the whole amount of the expenses**
323 **incurred by the City in its investigation and deliberation of the election contest; otherwise, the**
324 **bond shall be refunded in full. [Ord. 95 1(S), 1995; Ord. 90 42(A) §§ 4, 5, 1990; Ord. 82 6 § 23,**
325 **1982].** **Should the contestant prevail with the election contest, the payment will be**
326 **refunded to the contestant. If the contest results in a recount, the contestants shall pay**
327 **all costs and expenses incurred in a recount of an election as provided by HCC 4.45.070.**

328
329 **4.50.030 Appeal or judicial review.**

330
331 **No person may appeal or seek judicial review of an election for any cause unless the**
332 **person has exhausted the administrative remedies before the council, and has**

333 **commenced an action in the Superior Court for the State of Alaska, Third Judicial District**
334 **at Homer, within 10 calendar days after the council has certified the election results. If**
335 **court action is not commenced within the 10-day period, the election and the election**
336 **results shall be conclusive, final, and valid.**

337
338 Section 5. This ordinance is of a permanent and general character and shall be included
339 in Homer City Code.

340
341 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ____ day of _____, 2021.

342
343 CITY OF HOMER

344
345 _____
346 KEN CASTNER, MAYOR

347
348 ATTEST:

349
350 _____
351 MELISSA JACOBSEN, MMC, CITY CLERK

352
353 YES:

354 NO:

355 ABSENT:

356 ABSTAIN:

357

358 First Reading:

359 Public Hearing:

360 Second Reading:

361 Effective Date:



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum 21-113

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: MELISSA JACOBSEN, MMC, CITY CLERK
DATE: JUNE 22, 2021
SUBJECT: RESIDENCY REQUIREMENTS

At the June 14th City Council meeting question was raised about the city's ability to impose residency requirements.

Alaska Statutes (AS) 15.05.020 establishes the rules for determining residence of a voter and a candidate is required to be a registered voter in the City.

AS Title 29 contains the controlling provisions for general law municipalities. AS 29.20.140 Qualifications item (c) reads that a municipality may, by ordinance, establish district residency requirements for members of its governing body.

Homer City Code 2.08.020 establishes eligibility for office and section (a) reads that a person is eligible for the office of City Council or the office of Mayor if the person is a voter of the City as prescribed by HCC 4.05.010 and has been a resident within the City for a period of one year immediately preceding the election day on which the person is a candidate.

The purpose of section one of Ordinance 21-35 is to codify the process the City Clerk uses to determine the eligibility of a candidate.



Memorandum 21-093

TO: Mayor Castner and Homer City Council

FROM: Councilmembers Aderhold, Smith, and Hansen-Cavasos

DATE: June 10, 2021

SUBJECT: Updates to Title 4 (Elections) of Homer City Code related to candidate eligibility and contesting elections

From time to time, city council has opportunity to apply a rarely used section of Homer City Code. In that process we tend to find inconsistencies and have numerous questions to accurately and transparently follow process for city staff, council, and the public. Such was the case when city council experienced an election contest in fall 2019. Based on that experience, councilmembers Aderhold, Smith, Hansen-Cavasos met with City Clerk Jacobsen to review Title 4 Homer City Code related to elections. Our intent is to update, clarify, and improve processes related to candidate eligibility and processes for contesting an election.

Ordinance 21-35 revises several sections of Title 4:

- Section 4.10.040 related to candidate qualifications/eligibility is rewritten to better define the process used by the clerk's office to determine the eligibility of a candidate, the methods for disqualifying a candidate, and the process for a person to question the eligibility of a candidate and the clerk's response.
- Section 4.35.040 related to election certification is revised to clarify that in the event that a contest has been filed the city council should certify election results not in question.
- Section 4.45 related to election recount is amended in several subsections to clarify the process for a recount, particularly related to an application for a recount by a defeated candidate or qualified voters, the deposit required to apply for a recount, and the process for apportioning recount expenses.
- Section 4.50 related to contesting an election is extensively revised to lay out a clear process for a candidate or qualified voters who contest an election, councilmembers who apply the process, and city staff who conduct the investigation.

We welcome questions and discussion on this ordinance. We believe well written, transparent, and easy to follow election code is imperative for our city elections.

Recommendation: Introduce Ordinance 21-35 on June 14, discuss, and adopt on June 28.

ORDINANCE REFERENCE SHEET
2021 ORDINANCE
ORDINANCE 21-41

An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 21.18.020, Central Business District, 21.24.020 General Commercial 1, 21.26.020 General Commercial 2, 21.27.020 East End Mixed Use, 21.62.020 Marijuana Cultivation, Manufacturing, Testing, and Retail Facilities to Include a Consumption Endorsement as Defined by State Law.

Sponsor: Planning Commission

1. City Council Regular Meeting June 28, 2021 Introduction

Memorandum 21-110 from City Planner as backup

1
2 **CITY OF HOMER**
3 **HOMER, ALASKA**

4 Planning Commission

5 **ORDINANCE 21-41**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
8 AMENDING HOMER CITY CODE 21.18.020, CENTRAL BUSINESS
9 DISTRICT; 21.24.020, GENERAL COMMERCIAL 1; 21.26.020,
10 GENERAL COMMERCIAL 2; 21.27.020, EAST END MIXED USE; AND
11 21.62.020, MARIJUANA CULTIVATION, MANUFACTURING,
12 TESTING, AND RETAIL FACILITIES.
13

14 WHEREAS, It is in the City’s best interest to draft comprehensive regulations regarding
15 the use of property within the City to cultivate, manufacturer marijuana or to operate a retail
16 store selling marijuana with or without a consumption endorsement; and
17

18 WHEREAS, The City is dedicated to drafting regulations that prevent the distribution of
19 marijuana to minors; prevents revenue from the sale of marijuana from going to criminal
20 enterprises, gangs, and cartels; prevents the diversion of marijuana from states where it is legal
21 under state law in some form to other states; prevents state-authorized marijuana activity
22 from being used as a cover or pretext for the trafficking of other illegal drugs or other illegal
23 activity; prevents violence and the use of firearms in the cultivation and distribution of
24 marijuana; prevents drugged driving and the exacerbation of other adverse public health
25 consequences associated with marijuana use; prevents the growing of marijuana on public
26 lands and the attendant public safety and environmental dangers posed by marijuana
27 production on public land; and prevents marijuana possession or use on federal property.
28

29 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

30 Section 1. Homer City Code Chapter 21.18 is amended as follows:
31

32 Section 21.18.020 Permitted uses and structures.

33 The following uses are permitted outright in the Central Business District,
34 except when such use requires a conditional use permit by reason of size, traffic
35 volumes, or other reasons set forth in this chapter:

- 36 a. Retail business where the principal activity is the sale of merchandise
37 and incidental services in an enclosed building;

[**Underlined added.** Deleted language stricken through.]

- 38 b. Personal service establishments;
- 39 c. Professional offices and general business offices;
- 40 d. Restaurants, clubs and drinking establishments that provide food or
- 41 drink for consumption on the premises;
- 42 e. Parking lots and parking garages, in accordance with
- 43 Chapter 21.55 HCC;
- 44 f. Hotels and motels;
- 45 g. Mortuaries;
- 46 h. Single-family, duplex, and multiple-family dwellings,
- 47 including townhouses, but not including mobile homes;
- 48 i. Floatplane tie-up facilities and air charter services;
- 49 j. Parks;
- 50 k. Retail and wholesale sales of building supplies and materials, only if
- 51 such use, including storage of materials, is wholly contained within one
- 52 or more enclosed buildings;
- 53 l. Customary accessory uses to any of the permitted uses listed in the
- 54 CBD district; provided, that a separate permit shall not be issued for the
- 55 construction of any detached accessory building prior to that of
- 56 the main building;
- 57 m. Mobile homes, provided they conform to the requirements set forth
- 58 in HCC 21.54.100;
- 59 n. Home occupations, provided they conform to the requirements of
- 60 HCC 21.51.010;
- 61 o. Ministorage;

- 62 p. Apartment units located in buildings primarily devoted to business or
63 commercial uses;
- 64 q. Religious, cultural, and fraternal assembly;
- 65 r. Entertainment establishments;
- 66 s. Public, private and commercial schools;
- 67 t. Museums and libraries;
- 68 u. Studios;
- 69 v. Plumbing, heating and appliance service shops, only if such use,
70 including the storage of materials, is wholly within an
71 enclosed building;
- 72 w. Publishing, printing and bookbinding;
- 73 x. Recreational vehicle parks only if located south of the
74 Sterling Highway (Homer Bypass) from Lake Street west to the
75 boundary of the Central Business District abutting Webber Subdivision,
76 and from Heath Street to the west side of Lakeside Village Subdivision,
77 provided they shall conform to the standards in HCC 21.54.200 and
78 following sections;
- 79 y. Taxi operation limited to a dispatch office and fleet parking of no
80 more than five vehicles; maintenance of taxis must be conducted within
81 an enclosed structure, and requires prior approval by the City Planner
82 of a site, access and parking plan;
- 83 z. Mobile food services;
- 84 aa. Itinerant merchants, provided all activities shall be limited
85 to uses permitted outright under this zoning district;
- 86 bb. Day care homes and facilities; provided, however, that outdoor play
87 areas must be fenced;

- 88 cc. Rooming house, bed and breakfast and hostel;
- 89 dd. Auto repair and auto and trailer sales or rental areas, but only on
90 Main Street from Pioneer Avenue to the Sterling Highway,
91 excluding lots with frontage on Pioneer Avenue or the Sterling Highway,
92 subject to the following additional requirements: Vehicles awaiting
93 repair or service, inoperable vehicles, vehicles for parts, and vehicles
94 awaiting customer pickup shall be parked indoors or inside a fenced
95 enclosure so as to be concealed from view, on all sides. The fence shall
96 be a minimum height of eight feet and constructed to
97 prohibit visibility of anything inside of the enclosure. The portion of any
98 vehicle exceeding eight feet in height may be visible outside of the
99 fence. Vehicle parts (usable or unusable), vehicle service supplies, and
100 any other debris created in the repair or servicing of vehicles shall also
101 be stored indoors or inside the fenced enclosure out of view of the
102 public;
- 103 ee. Farmers' market;
- 104 ff. Dormitory;
- 105 gg. Financial institutions;
- 106 hh. As an accessory use, one small wind energy system per lot having a
107 rated capacity not exceeding 10 kilowatts;
- 108 ii. One detached dwelling unit, excluding mobile homes, as
109 an accessory building to a principal single-family dwelling on a lot.
- 110 jj. Marijuana cultivation facilities, manufacturing facilities, retail
111 facilities, and testing facilities, **and consumption endorsement** as
112 defined by State law;
- 113 kk. Medical Clinics

114 Section 2. Homer City Code Chapter 21.24 is amended as follows:

115 Section 21.24.020 Permitted uses and structures.

116 The following uses are permitted outright in the General Commercial 1
117 District, except when such use requires a conditional use permit by reason of
118 size, traffic volumes, or other reasons set forth in this chapter.

119 a. Air charter operations and floatplane tie-up facilities;

120 b. General business offices and professional offices;

121 c. Dwelling units located in buildings primarily devoted to
122 business uses;

123 d. Auto repair;

124 e. Auto and trailer sales or rental areas;

125 f. Auto fueling stations and drive-in car washes;

126 g. Building supply and equipment sales and rentals;

127 h. Restaurants, including drive-in restaurants, clubs and drinking
128 establishments;

129 i. Garden supplies and greenhouses;

130 j. Heavy equipment and truck sales, rentals, service and repair;

131 k. Hotels and motels;

132 l. Lumberyards;

133 m. Boat and marine equipment sales, rentals, service and repair;

134 n. Mortuaries;

135 o. Open air businesses;

136 p. Parking lots and parking garages, in accordance with
137 Chapter 21.55 HCC;

- 138 q. Manufacturing, fabrication and assembly
- 139 r. Publishing, printing and bookbinding;
- 140 s. Recreation vehicle sales, rental, service and repair;
- 141 t. Retail businesses;
- 142 u. Trade, skilled or industrial schools;
- 143 v. Wholesale businesses, including storage and distribution services
144 incidental to the products to be sold;
- 145 w. Welding and mechanical repair;
- 146 x. Parks and open space;
- 147 y. Appliance sales and service;
- 148 z. Warehousing, commercial storage and mini-storage;
- 149 aa. Banks, savings and loans, credit unions and other financial
150 institutions;
- 151 bb. Customary accessory uses to any of the permitted uses listed in the
152 GC1 district; provided, that no separate permit shall be issued for the
153 construction of any type of accessory building prior to that of the main
154 building;
- 155 cc. Dry cleaning, laundry, and self-service laundries;
- 156 dd. Taxi operation;
- 157 ee. Mobile food services;
- 158 ff. Itinerant merchants, provided all activities shall be limited
159 to uses permitted outright under this zoning district;
- 160 gg. Recreational vehicle parks, provided they shall conform to the
161 standards in Article II of Chapter 21.54 HCC;

- 162 hh. Day care homes; provided, that a conditional use permit was
163 obtained for the dwelling, if required by HCC 21.24.030; all outdoor play
164 areas must be fenced;
- 165 ii. Rooming house and bed and breakfast;
- 166 jj. Dormitory;
- 167 kk. As an accessory use, one small wind energy system per lot.
- 168 ll. Marijuana cultivation facilities, manufacturing facilities, retail
169 facilities, and testing facilities, **and consumption endorsement** as
170 defined by state law.

171
172 Section 3. Homer City Code Chapter 21.26 is amended as follows:

173 Section 21.26.020 Permitted uses and structures.

174 The following uses are permitted outright in the General Commercial 2
175 District, except when such use requires a conditional use permit by reason of
176 size, traffic volumes, or other reasons set forth in this chapter:

- 177 a. Production, processing, assembly and packaging of fish, shellfish and
178 seafood products;
- 179 b. Construction, assembly and storage of boats and boat equipment;
- 180 c. Manufacture and assembly of pottery and ceramics, musical
181 instruments, toys, novelties, small molded products, electronic
182 instruments and equipment and electrical devices;
- 183 d. Research and development laboratories;
- 184 e. Trade, skills or industrial schools;
- 185 f. Publishing, printing and bookbinding facilities;

- 186 g. Auto, trailer, truck, recreational vehicle and heavy equipment sales,
187 rentals, service and repair, excluding storage of vehicles or equipment
188 that is inoperable or in need of repair;
- 189 h. Storage and distribution services and facilities, including truck
190 terminals, warehouses and storage buildings and yards, contractors'
191 establishments, lumberyards and sales, or similar uses;
- 192 i. Airports and air charter operations;
- 193 j. Underground bulk petroleum storage;
- 194 k. Cold storage facilities;
- 195 l. Parking lots and parking garages, in accordance with
196 Chapter 21.55 HCC;
- 197 m. Mobile commercial structures;
- 198 n. Accessory uses to the uses permitted in the GC2 district that are
199 clearly subordinate to the main use of the lot or building, such as
200 wharves, docks, restaurant or cafeteria facilities for employees; or
201 caretaker or dormitory residence if situated on a portion of the
202 principal lot; provided, that separate permits shall not be issued for the
203 construction of any type of accessory building prior to that of the main
204 building;
- 205 o. Taxi operation;
- 206 p. Mobile food services;
- 207 q. Itinerant merchants, provided all activities shall be limited
208 to uses permitted outright under this zoning district;
- 209 r. Recreational vehicle parks, provided they shall conform to the
210 standards in Chapter 21.54 HCC;
- 211 s. Hotels and motels;

- 212 t. Dormitory;
- 213 u. As an accessory use, one small wind energy system per lot;
- 214 v. Open air business.
- 215 w. Marijuana cultivation facilities, manufacturing facilities, retail
- 216 facilities, ~~and~~ testing facilities, **and consumption endorsement** as
- 217 defined by state law.

218 Section 4. Homer City Code Chapter 21.27 is amended to read as follows:

219

220 Section 21.27.020 Permitted uses and structures.

221

222 The following uses are permitted outright in the East End Mixed Use
223 District, except when such use requires a conditional use permit by reason of
224 size, traffic volumes, or other reasons set forth in this chapter:

225

a. Auto, trailer, truck, recreational vehicle and heavy equipment sales,
226 rentals, service and repair;

227

b. Drive-in car washes;

228

c. Building supply and equipment sales and rentals;

229

d. Garden supplies and greenhouses;

230

e. Boat and marine equipment sales, rentals, manufacturing, storage
231 yard, service and repair;

232

f. Welding and mechanical repair;

233

g. Restaurants, including drive-in restaurants, clubs and drinking
234 establishments;

235

h. Religious, cultural, and fraternal assembly;

236

i. Studios;

237

j. Personal services;

238

k. Agricultural activities, including general farming, truck farming,
239 nurseries, tree farms and greenhouses;

240

l. Private stables;

241

m. Storage of heavy equipment, vehicles or boats;

242

n. Plumbing, heating and appliance service shops;

243

o. Home occupations on a lot whose principal permitted use is
244 residential, provided they conform to the requirements of HCC 21.51.010;

245

p. Mortuaries and crematoriums;

246

q. Open air businesses;

247

r. Parking lots and parking garages, in accordance with Chapter 21.55
248 HCC;

249

s. Manufacturing, fabrication and assembly;

250

t. Retail businesses;

- 251 u. Trade, skilled or industrial schools;
252 v. Wholesale businesses, including storage and distribution services
253 incidental to the products to be sold;
254 w. Parks and open space;
255 x. Warehousing, commercial storage and mini-storage;
256 y. Recreational vehicles, subject to the standards in HCC 21.54.320(a), (b)
257 and (c);
258 z. Dry cleaning, laundry, and self-service laundries;
259 aa. Mobile food services;
260 bb. As an accessory use, one small wind energy system per lot;
261 cc. Production, processing, assembly and packaging of fish, shellfish and
262 seafood products;
263 dd. Research and development laboratories;
264 ee. Storage and distribution services and facilities, including truck
265 terminals, warehouses and storage buildings and yards, contractors'
266 establishments, lumberyards and sales, or similar uses;
267 ff. Cold storage facilities;
268 gg. Mobile commercial structures;
269 hh. Single-family and duplex dwellings, only as an accessory use
270 incidental to a permitted principal use; provided, that no permit shall be
271 issued for the construction of an accessory dwelling prior to the
272 establishment of the principal use;
273 ii. The repair, replacement, reconstruction or expansion of a single-
274 family or duplex dwelling, including a mobile home, that existed lawfully
275 before its inclusion in the GC1, GC2 or EEMU zoning districts,
276 notwithstanding any provision of Chapter 21.61 HCC to the contrary;
277 provided, that a mobile home may not be used to replace or expand such
278 a dwelling;
279 jj. Customary accessory uses to any of the uses permitted in the EEMU
280 district that are clearly subordinate to the main use of the lot or building,
281 including without limitation wharves, docks, storage facilities,
282 restaurant or cafeteria facilities for employees; or caretaker or employee
283 dormitory residence if situated on a portion of the same lot as the
284 principal use; provided, that no permit shall be issued for the
285 construction of any type of accessory building prior to the establishment
286 of the principal use;
287 kk. Taxi operation;
288 ll. Itinerant merchants, provided all activities shall be limited to uses
289 permitted outright under this zoning district;
290 mm. More than one building containing a permitted principal use on a
291 lot;
292 nn. The outdoor harboring or keeping of dogs, small animals and fowl as
293 an accessory use to a residential use in a manner consistent with the

294 requirements of all other provisions of the Homer City Code and as long
295 as such animals are pets of the residents of the dwelling and their
296 numbers are such as not to unreasonably annoy or disturb occupants of
297 neighboring property.
298 oo. Marijuana cultivation facilities, manufacturing facilities, retail
299 facilities, ~~and~~ testing facilities, **and consumption endorsement** as
300 defined by state law.
301
302
303

304 Section 5. Homer City Chapter 21.62 is amended as follows:
305

306
307 21.62.010 Scope
308

309 a. This chapter applies to the operation of all marijuana cultivation,
310 manufacturing, retail, ~~and~~ testing facilities, **and consumption**
311 **endorsement as defined by state law** within the city boundaries.
312

313 b. This chapter in no way protects marijuana facilities from enforcement
314 of federal law nor is it intended to sanction conduct or operations
315 prohibited by law. All persons engaged in the marijuana industry within
316 the city operate at their own risk and have no legal recourse against the
317 City in the event that city laws are preempted, negated or otherwise
318 found unenforceable based upon federal law prohibiting the sale,
319 distribution, consumption or possession of marijuana.
320

321 Section 6. This ordinance shall take effect upon its adoption by the Homer City Council.
322

323 Section 7. This ordinance is of a permanent and general character and shall be included
324 in the City code.
325

326 ENACTED BY THE CITY COUNCIL OF THE CITY OF HOMER, ALASKA, this _____ day of
327 _____ 2021.
328

329 CITY OF HOMER
330

331 _____
332 KEN CASTNER, MAYOR
333

334 ATTEST:
335

336 _____
MELISSA JACOBSEN, MMC, CITY CLERK

- 337
- 338 YES:
- 339 NO:
- 340 ABSTAIN:
- 341 ABSENT:
- 342
- 343 First Reading:
- 344 Public Reading:
- 345 Second Reading:
- 346 Effective Date:



City of Homer

www.cityofhomer-ak.gov

Planning

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Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

Memorandum 21-110

TO: MAYOR CASTNER AND THE HOMER CITY COUNCIL
FROM: RICK ABOUD, AICP, CITY PLANNER
DATE: JUNE 7, 2021
SUBJECT: PROPOSED AMENDMENT TO ALLOW MARIJUANA CONSUMPTION
ENDORSEMENTS

Introduction: The State of Alaska has created an allowance for a Consumption Endorsement that applies to retail marijuana stores. The endorsement is an allowance for on-site consumption of marijuana products. In addition to the myriad of rules and regulation for retail sales, the Alcohol and Marijuana Control Office (AMCO) has a newly adopted set of regulations for the operation of a Consumption Endorsement (regulations are included in backup material). A proposed ordinance was the subject of a public hearing at the June 2, 2021 meeting of the Commission.

Analysis: The Commission reviewed an ordinance that intended to allow a consumption endorsement as prescribed by the State of Alaska to any retail marijuana store, as currently allowed in the city. The Commission has many operational concerns especially about possibility of the smell of marijuana smoke offsite and the proximity of the operation to children and/or families that may frequent the area.

The Commission did ask questions of Chris Logan, a perspective consumption endorsement applicant that currently operates a retail marijuana facility in Old Town. After hearing some rebuttal about their concerns, the Planning Commission voted with two in support and three opposing the addition of a consumption endorsement to retail marijuana facility.

Recommendation: The Homer Planning Commission does not support the proposed ordinance.

Attachments:

Proposed ordinance
Planning Commission minutes



City of Homer

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Staff Report PL 21-35

TO: Homer Planning Commission
FROM: Rick Abboud, AICP, City Planner
DATE: June 2, 2021
SUBJECT: Marijuana consumption endorsements

Introduction

We have a local interest in providing on-site consumption of marijuana, as recently allowed by state law.

Analysis

Local Options

According to Alaska Statutes (AS) 17.38, the city may establish local control over the marijuana industry including prohibitions and operating requirements. Presently, Homer has allowances for marijuana cultivation facilities, product manufacturing, testing, and retail facilities. After a conservative interpretation of prohibited locations based on state and federal criteria, areas located out of prohibited distances in commercial zoning districts (as indicated on the attached map) are allowed to operate under the requirements of the State of Alaska. Homer has chosen to not add an additional layers of regulations on operations, outside of what is already required for local development.

State regulation in general

The consumption endorsement requires the establishment of a retail marijuana store. In addition to local regulations regarding development in general, the state has a host of rules for marijuana businesses. Without going into great detail, operational items addressed by the state outside of the new regulations regarding consumption include; security, inventory, advertising, employee training, waste disposal, delivery/transportation, limit of quantities sold, alarm systems, lock standards, video surveillance, as well as health and safety standards. Retailors are also prohibited from allowing intoxicated or drunken persons to enter or remain on the premises.

State regulations for consumption endorsement

The state has created a body of regulation dealing specifically with consumption operations. The state regulations regarding the consumption endorsement (attached) cover a lot of ground, from rules on products and amounts allowed for on-site consumption to the physical layout of the facility. These rules contain measures to help ensure public safety for patrons,

employees, and the public. The regulations include an examination of surrounding uses, a noticed area for solicitation of comments, security, ventilation, and operating requirements. Areas designated for consumption are not to be visible to those off-site.

Staff input

Since the inception of the marijuana industry a few years ago in Homer, we have not noticed an impact to public safety. As a casual but consistent reviewer of local reported crime, I have seen no significant trends in crimes that might be attributed to the legal marijuana industry. Given that our current legal marijuana industry has not introduced increases in crime, I would expect the same from a consumption endorsement. As the consumption (smoking) of marijuana is illegal in public and it is common for hotels and rentals to ban smoking, visitors may not have legal options for consumption. If it is found to be within the sensibilities of the citizens of Homer to support such a venture, we feel that state regulations regarding the marijuana industry together with our local zoning regulations support the inclusion of the consumption endorsement.

Staff Recommendation

Conduct a public hearing and formulate a recommendation to the City Council concerning the draft ordinance.

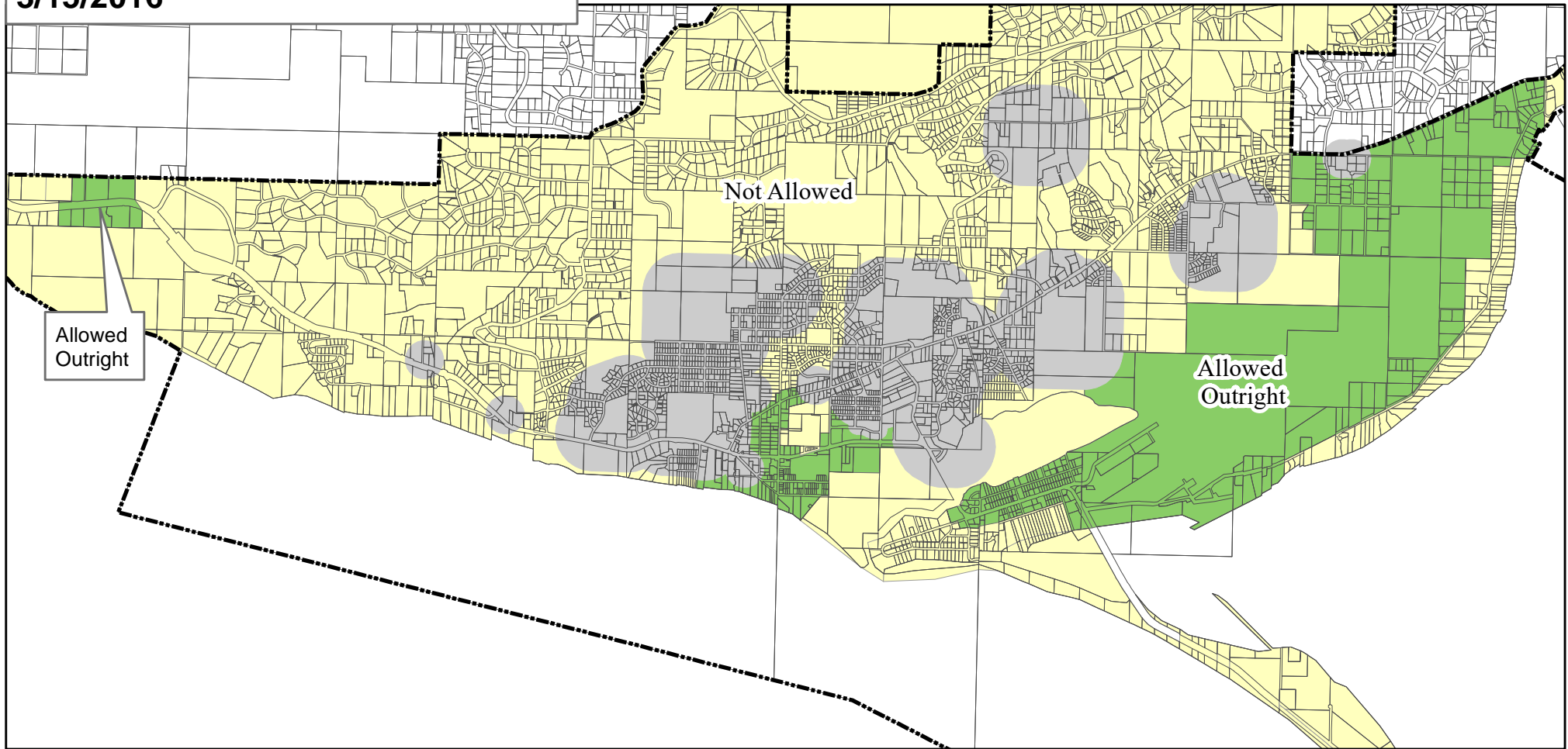
Attachments

Draft ordinance





Marijuana zoning map

3 AAC 306.370. Onsite consumption endorsement for retail marijuana stores.

Commercial Marijuana Map
Adopted Ordinance 16-04(A-2)(S-3)
3/15/2016



Legend

-  City Limits
 -  Buffers
 -  No Commercial Cannabis Businesses
 -  Cultivation, Manufacturing Testing and Retail
- Commercial Marijuana Activities**

State regulations call for buffers to be measured between the public entrance of the cannabis business, and the public entrances of churches and jails. Distances for schools and youth/rec centers are measured from the boundaries to the front door of the cannabis business. All distances are measured by the shortest pedestrian route.

the background. (Eff. 7/22/2017, Register 223)

3 AAC 306.370. Onsite consumption endorsement for retail marijuana stores

(a) Unless prohibited by local or state law, a freestanding licensed retail marijuana store with an approved onsite consumption endorsement is authorized to

(1) sell marijuana and marijuana products, excluding marijuana concentrates, to patrons for consumption on the licensed premises at the time of purchase only in an area designated as the marijuana consumption area and separated from the remainder of the premises, either by a secure door and having a separate ventilation system, or by being outdoors in compliance with (c)(4) below;

(2) sell for consumption on the premises

(A) marijuana bud or flower in quantities not to exceed one gram to any one person per day;

(B) edible marijuana products in quantities not to exceed 10 mg of THC to any one person per day; and

(C) food or beverages not containing marijuana or alcohol; and

(3) allow a person to remove from the licensed premises marijuana or marijuana product that has been purchased on the licensed premises for consumption under this section, provided it is packaged in accordance with 3 AAC 306.345.

(b) A licensed retail marijuana store with an approved onsite consumption endorsement may not

(1) sell marijuana concentrate for consumption in the marijuana consumption area or allow marijuana concentrate to be consumed in the marijuana consumption area;

(2) allow any licensee, employee, or agent of a licensee to consume marijuana or marijuana product, including marijuana concentrate, during the course of a work shift;

(3) allow a person to consume tobacco or tobacco products in the marijuana consumption area;

(4) allow a person to bring into or consume in the marijuana consumption area any marijuana or marijuana product that was not purchased at the licensed retail marijuana store;

(5) sell, offer to sell, or deliver marijuana or marijuana product at a price less than the price regularly charged for the marijuana or marijuana product during the same calendar week;

(6) sell, offer to sell, or deliver an unlimited amount of marijuana or marijuana product during a set period of time for a fixed price;

(7) sell, offer to sell, or deliver marijuana or marijuana product on any one day at prices less than those charged the general public on that day;

(8) encourage or permit an organized game or contest on the licensed premises that involves consuming marijuana or marijuana product or the awarding of marijuana or marijuana product as prizes; or

(9) advertise or promote in any way, either on or off the premises, a practice prohibited under this section.

(c) A marijuana consumption area shall have the following characteristics:

(1) the consumption area shall be isolated from the other areas of the retail marijuana store, separated by walls and a secure door, and shall have access only from the retail marijuana store;

(2) a smoke-free area for employees to monitor the marijuana consumption area;

(3) a ventilation system that directs air from the marijuana consumption area to the outside of the building through a filtration system sufficient to remove visible smoke, consistent with all applicable building codes and ordinances, and adequate to eliminate odor at the property line;

(4) if outdoors, be found by the board to be compatible with uses in the surrounding area through evaluation of

(A) neighboring uses;

(B) the location of air intake vents on neighboring buildings;

(C) a sight-obscuring wall or fence around the outdoor marijuana consumption area;

(D) objections of property owners, residents, and occupants within 250 linear feet or the notification distance required by the local government, whichever is greater; and

(E) any other information the board finds relevant.

(d) An applicant for an onsite consumption endorsement must file an application on a form the board prescribes, including the documents and endorsement fee set out in this section, which must include

(1) the applicant's operating plan, in a format the board prescribes, describing the retail marijuana store's plan for

(A) security, in addition to what is required for a retail marijuana store, including:

- (i) doors and locks;
- (ii) windows;
- (iii) measures to prevent diversion; and
- (iv) measures to prohibit access to persons under

the age of 21;

(B) ventilation. If consumption by inhalation is to be permitted, ventilation plans must be

- (i) signed and approved by a licensed mechanical engineer;
- (ii) sufficient to remove visible smoke; and
- (iii) consistent with all applicable building codes and ordinances;

(C) monitoring overconsumption;

(D) unconsumed marijuana, by disposal or by packaging in accordance with 3 AAC 306.345; and

(E) preventing introduction into the marijuana consumption area of marijuana or marijuana products not sold by the retail marijuana store, and marijuana or marijuana products not sold specifically for onsite consumption;

(2) the applicant's detailed diagram of the marijuana consumption area which must show the location of

- (A) the licensed premises of the retail marijuana store;
- (B) serving area or areas;
- (C) ventilation exhaust points, if applicable;
- (D) the employee monitoring area;
- (E) doors, windows, or other exits; and
- (F) access control points;

(3) the title, lease, or other documentation showing the applicant's sole right of possession of the proposed marijuana consumption area, if the area is not already part of the approved licensed premises for the retail marijuana store;

(4) an affidavit that notice of an outdoor marijuana consumption area has been mailed to property owners, residents, and occupants of properties within 250 linear feet of the boundaries of the property on which the onsite consumption endorsement is proposed, or the notification distance required by the local government, whichever is greater.

(e) The retail marijuana store holding an onsite consumption endorsement under this chapter shall

(1) destroy all unconsumed marijuana left abandoned or unclaimed in the marijuana consumption area in accordance with the operating plan and 3 AAC 306.740;

(2) monitor patrons in the marijuana consumption area at all times, specifically for overconsumption;

(3) display all warning signs required under 3 AAC 306.360 and 3 AAC 306.365 within the marijuana consumption area, visible to all consumers;

(4) provide written materials containing marijuana dosage and safety information for each type of marijuana or marijuana product sold for consumption in the marijuana consumption area at no cost to patrons;

(5) package and label all marijuana or marijuana product sold for consumption on the premises as required by 3 AAC 306.345; and

(6) comply with any conditions set by the local government or placed on the endorsement by the board.

(f) The holder of an onsite consumption endorsement must apply for renewal annually at the time of renewal of the underlying retail marijuana store license. (Eff. 4/11/2019, Register 230)

City Planner Abboud finalized his review of the proposed changes to Title 21.91 and 21.93

Commissioner Highland requested clarification on page 49 in the packet, section 21.93.300 regarding items coming before the Commission would not happen and the qualifications of a Hearing officer since they would not necessarily have the experience that the Planning Commission would have.

Chair Smith commented that he reviewed the draft and believed it to be incredibly thorough and very timely.

VENUTI/HIGHLAND MOVE TO RECOMMEND THE DRAFT ORDINANCE AMENDING HOMER CITY CODE 21.91 TO REMOVE BOARD OF ADJUSTMENT AND HOMER CITY CODE 21.93 ADMINISTRATIVE APPEALS, ESTABLISHING THAT ADMINISTRATIVE APPEALS FROM CERTAIN FINAL CITY PLANNING DECISIONS SHALL BE FILED BEFORE A HEARING OFFICER AND SUPPLEMENTING NOTICE REQUIREMENTS BE MOVED TO PUBLIC HEARING.

There was no further discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

B. Staff Report 21-36, Extending the No Wake Zone in City Tidelands, Closing Areas to Motorized Vessels & Funds for Regulation Changes.

Chair Smith introduced the item by reading of the title and noted that they received public comment and confirmed with the Commission that they had a chance to review the comments received

The Commissioners present did not indicate that they needed additional time for review of public comment.

City Planner Abboud reviewed Staff Report 21-36 for the Commission and noted that Port Director Hawkins was present to answer any questions.

Port Director Hawkins facilitated discussion and responded to the following topics:

- This was before the Port & Harbor Advisory Commission and they supported it as written
- The previous action taken by the Parks, Art, recreation & Culture Advisory Commission to prohibit personal watercraft from being launched from city beaches and in fact widen it to encompass any motorized watercraft to launch from city beaches without the harbormaster's approval.
- Limited the launching of watercraft to the Load and Launch Ramp in the Harbor

- City Council is directing this change to Title 10.08.210 regarding the vessel speed and no wake zones
- There has only been one recent incident of some horseplay that was immediately handled by Harbor staff.
- Contact with the Harbormasters in Seward, Whittier, Valdez regarding personal watercraft use since they have always been allowed there and they have rental companies in their communities. Seward reported having an issue with one private operator and he put a boot on the trailer and dealt with the issue.
- Clarifying the areas, using the map provided in the packet where vessels could be operated. It was noted that the map was for discussion purposes only.

City Planner Abboud responded that the purpose and intent was preemptive in nature and the issue was new for him.

Commissioner Conley questioned whether they were solving a problem or not.

VENUTI/HIGHLAND MOVED THAT THE PLANNING COMMISSION RECOMMENDS APPROVAL OF ORDINANCE 21-26 AS WRITTEN.

Discussion ensued on the nature of the ordinance addressing the issue of prohibiting motorized watercraft in these sensitive areas are a good idea; addressing the amendments proposed at the Council level; safety issues do promulgate regulations; will not negatively affect anyone to promote lower speed limits in city waters; and this is a form of zoning and planning and makes sense.

HIGHLAND/BARNWELL MOVED TO AMEND THE MOTION TO RECOMMEND CITY COUNCIL INCLUDE IN ORDINANCE CLOSING THE SLOUGH BEHIND MARINER PARK, THE AREA OF MUD BAY CLOSEST TO SHORE, AND THE NICK DUDIAK FISHING LAGOON TO MOTORIZED VESSELS.

There was a brief discussion on the verbiage in the motion as this was a recommendation to City Council and including the map for reference; and review of the amendments that were proposed by Councilmember Aderhold and Evensen.

Deputy City Clerk Krause read the proposed amendment on the floor.

Chair Smith called for further questions.

Port Director Hawkins responded to Commissioner Conley that in comparison to other harbors Homer is different in that Kachemak Bay is a critical habitat area and the other harbors do not have anything specific as far as wake speed to his knowledge. He then addressed enforcement and acknowledged that their limits are ¼ mile outside the harbor entrance and it will be difficult to have harbor employees enforce wake speed; age limits of vessel operators. He stated that he was supportive of the ordinance.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

INFORMATIONAL MATERIALS

A. City Manager's Report for May 24, 2021 City Council Meeting

Chair Smith commented in support of having the inbound EMS Patient Loading at ramp 7 stating that he has had several incidents over the last 10 years with people overboard and expressing that this was a great asset.

B. Planning Commission Calendar

City Planner Abboud commented on getting Public Works Director Keiser on the agenda to talk to them about the storm water planning and to get information from Port Director Hawkins on the Spit Parking Study.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

Deputy City Clerk Krause commented that it was an interesting meeting with a variety of topics and opined that it may be time for the City to start thinking about funding for a harbor patrol or HPD in boats similar to other communities. Homer is growing and with the popularity of the beaches and such it gets more crowded each year.

COMMENTS OF THE COMMISSION

Commissioner Highland commented interesting topics and thoughtful comments.

Commissioner Venuti expressed his appreciation also for the topics and addressing the appeals process.

Commissioner Conley commented it was an interesting meeting.

Commissioner Barnwell commented that he was not a fan of PWCs and great discussions.

Chair Smith commented that he appreciated the discussions tonight, the efforts of staff and related an incident he experienced with the Coast Guard and Troopers being able to board his boat to check out his licenses.

ADJOURN

There being no further business before the Commission the meeting was adjourned at 9:00 p.m. Next Regular Meeting is Wednesday, June 16, 2021 at 6:30 p.m. A worksession is scheduled for

ORDINANCE REFERENCE SHEET
2021 ORDINANCE
ORDINANCE 21-43

An Ordinance of the City Council of Homer, Alaska Submitting a Ballot Question of Limitation of Terms for the Mayor and City Council Members at the October 5, 2021 Regular Municipal Election.

Sponsor: Evensen/Mayor

1. City Council Regular Meeting June 28, 2021 Introduction

Memorandum 21-112 from City Manager as backup

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 Evensen/Mayor

4 **ORDINANCE 21-43**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
7 SUBMITTING A BALLOT QUESTION OF LIMITATION OF TERMS FOR
8 THE MAYOR AND CITY COUNCIL MEMBERS AT THE OCTOBER 5,
9 2021 REGULAR MUNICIPAL ELECTION.

10
11 WHEREAS, Currently the Mayor and City Council members can serve for an indefinite
12 number of terms; and

13
14 WHEREAS, Pursuant to Alaska Statutes 29.20.140(d) states “Except by ordinance
15 ratified by the voters, no limit may be placed on the total number of terms or number of
16 consecutive terms a voter may serve on the governing body.”

17
18 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

19
20 Section 1. The Homer City Council finds it is in the best interest of the community to
21 ask the voters if they support term limits for the mayor and city council members.

22
23 Section 2. The City shall submit the following proposition to the qualified voters of the
24 City at the October 5, 2021 regular election. The proposition must receive an affirmative vote
25 from a majority of the qualified voters voting on the question to be approved.

26
27 PROPOSITION A.

28
29 Shall the term of offices of the Mayor and City Council members be limited to two
30 consecutive full terms?

31 _____ Yes _____ No

32
33 Section 3. Homer City Code 2.08.030 Composition of governing body – Terms of office
34 is hereby amended as follows:

35
36 2.08.030 Composition of governing body –Terms of office.

37
38 a. The governing body of the City of Homer shall consist of six Council members, two of whom
39 are elected at large each year ~~for three-year terms and until a successor qualifies.~~

40
41 **b. The full term of office for Council members is 3 years. Consistent with HCC 4.10.020**
42 **no person who has completed two full terms on the Council in a continuous period of**

43 service may serve another term or portion of a term until a period of two years has
44 passed since the end of their second full term of office. A full term of office means the
45 regular term of office for Council and, except as provided in paragraph (c) of this
46 section, does not include portions of a term served by appointment or election to the
47 remainder of an unexpired term vacated by another person or to a less than 3 year
48 term resulting from Council redistricting.

49 **c. In no event shall a Council member serve more than eight consecutive years without**
50 **a break in service of at least two years. For purposes of this section only, if a Council**
51 **member has served eight consecutive years or cannot serve another term without**
52 **exceeding the eight year limit, then the following shall apply:**

53 **1. For persons who have served one three-year term during their continuous**
54 **period of service, the longest term served of less than three years shall**
55 **constitute a full term, and other periods of service of less than three years shall**
56 **not be considered full terms.**

57 **2. For persons who have served no three-year terms during their continuous**
58 **period of service, then the two longest terms served shall both constitute full**
59 **terms, and other periods of service of less than three years shall not be**
60 **considered full terms.**

61
62 ~~bd.~~ **The Mayor shall be elected for a two year term and until a successor qualifies. The term**
63 **of office of the Mayor is 2 years. No person who has completed two consecutive full**
64 **terms as Mayor may serve another term or portion of a term until a period of two**
65 **years has passed since the end of their second consecutive full term of office. A full**
66 **term of office means the regular term of office for Mayor and does not include**
67 **portions of a term served by appointment or election to the remainder of an**
68 **unexpired term vacated by another person.**

69
70 **ee.** A person so elected to office under this chapter shall take office at the first regular Council
71 meeting following the election, immediately after the final certification of that election,
72 except that when HCC 4.40.010(c)(3) applies, the person shall take office at the first
73 regular Council meeting following the runoff election, immediately after the certification
74 of that election.

75
76 Section 4. Homer City Code 4.10.020 Composition of governing body – Terms of office
77 is hereby amended as follows:

78
79 4.10.020 Candidate qualifications.

80
81 a. Must be a qualified voter as noted in HCC 4.05.010.

82 b. Must meet the eligibility requirement of HCC 2.08.020.

Strike out is deleted language, **bold underline** is new language

83
84 **a. A candidate for Mayor must be a qualified voter of the State of Alaska and a resident**
85 **of the City for one year immediately preceding filing for office. A person who has**
86 **served as Mayor for two consecutive full terms may not be reelected to that office**
87 **until two years has intervened.**

88
89 **b. A candidate for City Council must be a qualified voter of the State of Alaska and a**
90 **resident of the City for one year immediately preceding filing for office. As provided**
91 **in HCC 2.08.030 a person who has served on the Council for two consecutive full terms**
92 **may not be reelected to that office until two years have intervened. A full term of**
93 **office means the regular term of office for assembly and, except as provided in HCC**
94 **2.08.030(b), does not include portions of a term served by appointment or election to**
95 **the remainder of an unexpired term vacated by another person or to a less than 3-year**
96 **term resulting from redistricting.**

97
98 Section 5. Sections 3 and 4 of this ordinance are of permanent and general character and
99 shall be included in Homer City Code with the passage of ballot proposition A at the regularly
100 scheduled October 5, 2021 municipal election.

101
102 Section 6. If Ballot Proposition A passes at the regularly scheduled October 5, 2021
103 municipal election, this ordinance shall take effect January 1, 2022.

104
105 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___ day of ____, 2021.

106
107 CITY OF HOMER

108
109
110 _____
111 KEN CASTNER, MAYOR

112
113 ATTEST:

114
115
116 _____
117 MELISSA JACOBSEN, MMC, CITY CLERK

118
119 YES:

120 NO:

121 ABSENT:

122 ABSTAIN:

123
124 First Reading:

~~Strike out~~ is deleted language, **bold underline** is new language

- 125 Public Hearing:
- 126 Second Reading:
- 127 Effective Date:

~~Strike out~~ is deleted language, **bold underline** is new language



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Memorandum 21-112

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: MELISSA JACOBSEN, MMC, CITY CLERK
DATE: JUNE 24, 2021
SUBJECT: ORDINANCE REGARDING TERM LIMITS AND BALLOT PROPOSITION

Councilmember Evensen requested an ordinance sponsored by him and the Mayor regarding imposing term limits for the tentative agenda.

My research confirmed that term limits have to be approved by the voters per AS 29.20.140(d) which states - "Except by ordinance ratified by the voters, no limit may be placed on the total number of terms or number of consecutive terms a voter may serve on the governing body."

After discussion of options on ways to proceed with this I was requested by the Mayor to draft the ordinance in a manner that follows borough code that includes the requirement for a two year break in service before a person is eligible to run again for the same office.



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Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: June 21, 2021
SUBJECT: City Manager's Report for June 28, 2021 Council Meeting

FY22/23 Budget

After six months of focus and effort by staff and Council, the operating and capital budgets are up for adoption at this evening's meeting. Preparing a new two-year budget for a post-pandemic period which also included a change in fiscal year has been quite the undertaking. I want to thank the Council for taking the time to participate in an extended series of budget work sessions in the spring, and to also thank Finance Director Elizabeth Walton for the huge amount of work she put in behind the scenes to bring these documents to life.

Hydrant Flushing



In this photo, Dave Welty is sloooowly shutting down a hydrant, as part of the City's annual hydrant-flushing program. Hydrant flushing maintains water quality by cleaning out bioslimes, manganese deposits and sediment from the water distribution mains. Operating procedures are highly choreographed and carefully

timed to prevent water hammer, which could damage pipe and valves. Here is further explanation from Public Works Director Jan Keiser:

The hydrant flushing program is highly structured because of all the different pressure zones in the City. If you open and close valves too quickly or cross pressure zones improperly, you can damage the system. Plus, the goal is to have water moving throughout the entire system, which is one reason we like to have water mains designed to avoid “dead end lines”; that is, mains should connect to each other. The flushing program takes place over a week or two, depending on what else is going on, often at night when customer usage is lower. It uses a prescribed procedure of starting/ending points, directions of flow, duration of flushing and volumes of flow. The flushing is necessary because even with our sophisticated water treatment plant, stuff can enter the system as new water services are put in, cracks occur, minerals metabolize and bioslime grows. I’m told that in Homer’s early days, there was no flushing program and whole pipelines would fill up with silt and bioslimes.

Harbor Bond Refunding

In late April the City Council approved Ordinance 21-021 which authorized the issuance and sale of a series of Harbor revenue refunding bonds for the purpose of refunding all or a portion of the City’s outstanding Harbor revenue bond from 2013. Cindy Cartledge from JDO guided us through this complex procedure. The new bond closed June 16th and resulted in a 12% present value savings which is equal to approximately \$239,600 in reduced costs to the Harbor Enterprise.

Library Grounds Update

The Friends of Homer Library (FHL) have been leading a project to expand the trail system to the west of the library building, in collaboration with several other community groups. The FHL’s grant application to the National Parks Service Alaska Rivers, Trails, and Conservation Assistance Program was supported by Council via resolution 21-018. During the week of June 21st, representatives from the National Park Service visited Homer to survey the site and assist with planning. On Monday, the FHL board, Library Director Berry, and Deputy City Planner Engebretsen took them on a walkthrough of the trail. The project is still in early stages and there will be several months of public consultation and ongoing outreach to other groups before work begins. If all goes well, trail improvements might be complete next year.



Library Grounds Update

Library and Parks staff have recommended modifications to the landscaping at the library to ensure that the City can sustainably maintain the grounds. The library grounds include a number of ornamental plants which require a tremendous amount of effort to maintain. These plants were added after construction of the new library in 2006, and no satisfactory plan for maintaining them has ever been developed. Informally, the Friends of the Library assumed responsibility for maintaining the bushes beside the StoryWalk trail, the raised beds in front of the library and along the south wall, the bed at the foot of the HPL sign and recently the Margaret Pate garden beside the building. Rotary maintains the Peter Larson garden in the corner of the parking lot. The Parks Department maintains everything else. Potential solutions/modifications include replacing the following with grass which will be mowed/maintained: the bushes at the beginning of the StoryWalk trail; the raised bed directly in front of the library main entrance; the rock garden in the berm in the middle of the parking lot; and possibly some of the bushes near the generator at the northwest corner of the library. Parks and the Library are evaluating these options and some changes may be implemented this summer.

Pro-Pickleball Clinic at HERC

On July 25th, the HERC will be host to a pickleball clinic with nationally ranked players Steve Wong and Sara Ash. See the attached flyer or contact Mike Illg, Community Recreation Manager, at MIllg@ci.homer.ak.us for more information.

COVID-Related Updates

COVID Emergency Declaration Expires June 29th

The City's emergency declaration is set to expire on June 29th. A memo with more information is attached to this report.

COVID Mitigation Changes in City Facilities

Starting June 16th, it is permissible for the public to enter City facilities without a mask. We strongly encourage those who are not vaccinated to continue wearing masks for public health and safety purposes.

Sleeves Up for Summer Commercial

As part of the Sleeves Up for Summer Campaign, the Alaska Department of Health and Social Services contracted with a video production company to create commercials promoting vaccinations around the State. Homer is one of several communities selected to be featured in the video spots. Homer hosted the production company last month and I'm pleased to share the link where you can view the 30 second spot which features Homer citizens and our very own Mayor Castner.

<https://www.youtube.com/watch?v=McHnJFvd0kY>

Thanks to everyone who participated in and helped make arrangements for the video shoot last month. We appreciate all of you giving your time to the effort. It turned out great. Thanks also to the State of Alaska for producing and distributing the ad. The spot will run on KTUU-Channel 2, a variety of cable stations, Hulu, and digital. The Alaska Department of Health and Social Services will post it on their Facebook page and Unified Command partners will share it locally.



Enclosures:

- 1. Pickleball Flyer
- 2. Memo – Emergency Declaration Expiration

ARMOUR

STEVE WONG and SARA ASH

- Dinking with a purpose
- Aiming to hit better shots
- Small group sizes
- Strategy for Women's, Men's and Mixed Doubles
- How to volley effectively
- Various games and drills
- Hitting the Third shot

LEARN FROM THE PROS!



INTERMEDIATE CLINIC

Sunday, July 25, 2021

2-5 p.m. at the HERC

12 Player Limit

Cost is \$60 plus a \$5 Community Recreation usage fee for a total cost of \$65 per player

Register through Mark Daly at madwater.mark@gmail.com



- Tips & techniques to improve your serve, return, third & lob shots
- Focus on improving footwork
- How to reset the ball to get to the net
- Drilling games for improvement
- Hitting 5th & 7th shots and beyond
- Play with or against the Pros and they will critique your game

Steve Wong and Sara Ash are a great Mixed Doubles team that plays Pro and 5.0+ events all across the Nation! They have recently received Bronze in Mixed Doubles 5.0 at the International Bainbridge Club in Florida. Steve Wong has been playing for 30 years and is the first pickleball pro to teach all over the world. He is a six-time national champion and founder of Armour Pickleball and has been nominated for the Pickleball Hall of Fame. Sara Ash has been playing for 7 years and has received many Gold medals at the SoCal Classic Tournaments, Fall Brawl and is a USA Pickleball Nationals Medalist.





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Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: June 21, 2021
SUBJECT: Expiration of the City's COVID-19 Emergency Declaration

The City's Local Emergency Declaration due to the COVID-19 pandemic (which was last extended by Resolution 21-019) will expire June 29, 2021. This memorandum outlines accommodations that end with the end of the Emergency Declaration:

- The ability to request City utility payment deferrals and the waiver of penalties, late fees and utility shut-offs for requested deferrals (as provided in Resolution 20-37).
- Allowance for telephonic meetings of Homer City Council (the continuation of which will be addressed in another agenda item during the June 28th Council Meeting).

The City's EOC will be deactivated as well. EOC activity has significantly diminished since getting through the height of mitigation response. EOC efforts since the last mass vaccine POD event in May consists only of staying informed of COVID-19 trends and providing communication and public education support to area vaccine efforts. I anticipate Jenny Carroll, the City's Special Projects and Communications Coordinator will remain involved in communications throughout the duration of the State COVID-19 Health Equity grant.

The City has the option to reinstate a new Emergency Declaration or dedicate additional resources to COVID-19 response should conditions warrant such actions.

ORDINANCE REFERENCE SHEET
2021 ORDINANCE
ORDINANCE 21-26

An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 10.08.210 Vessel Speed Limits, Renaming the Section, Extending the No Wake Zone throughout City Tidelands, and Closing Louie's Lagoon and the Entrance to Beluga Slough to Motorized Vessels and Amending the FY21 Operating Budget to Authorize Expenditure of up to \$2,000 for Motorized Vessel Regulation Changes.

Sponsor: Lord

1. City Council Regular Meeting April 26, 2021 Introduction

Memorandum 21-070 from Councilmember Lord as backup

41 a. It is unlawful to operate a vessel at a speed greater than two miles per hour (no wake speed)
42 while entering, leaving, and inside the small boat harbor. The seaward boundary of the no
43 wake speed zone will be marked by signs.

44
45 b. **Throughout all City tidelands and** while within one-quarter mile of (1) the boundary of
46 the no wake speed zone at the small boat harbor entrance, (2) the City’s Deep Water Dock, or
47 (3) the City’s Pioneer Dock it is unlawful to operate a vessel at a speed that will cause a wake,
48 wash, or wave action that will damage, endanger or cause undue distress to any other vessel
49 or occupant thereof, **or wildlife including birds**, regardless of established speed limits or the
50 lack thereof.

51
52 **c. All motorized vessels are prohibited from the entrance to Beluga Slough and from all**
53 **waters within Louie’s Lagoon.**

54
55 Section 2. The City Council hereby amends the FY2021 Operating Budget and authorizes
56 an expenditure up to \$2,000 for motorized vessel regulation changes:

57

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
100-0110-xxxx	City Manager	\$2,000

58
59
60

61 Section 3. Section 1 of this ordinance is of a permanent and general character and shall
62 be included in Homer City Code.

63
64 Section 4. Section 2 of this ordinance is a budget amendment, is temporary in nature,
65 and shall not be codified.

66
67 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___ day of _____, 2021.

68
69 CITY OF HOMER
70
71 _____
72 KEN CASTNER, MAYOR

73 ATTEST:
74
75 _____
76 MELISSA JACOBSEN, MMC, CITY CLERK

77
78 YES:
79 NO:
80 ABSTAIN:
81 ABSENT:

82

- 83 First Reading:
- 84 Public Hearing:
- 85 Second Reading:
- 86 Effective Date:



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Memorandum Pl 21-08

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: RICK ABBOUD, AICP, CITY PLANNER
DATE: JUNE 9, 2021
SUBJECT: PROPOSED AMENDMENT TO TITLE TEN REGARDING OPERATION OF VEHICLES IN CITY TIDELANDS

Introduction: The Planning Commission has been requested to review a proposed amendment that would restrict motorized vehicles to no wake speeds while in city tidelands and proposes to close access to areas described as Beluga Slough and Louie's Lagoon.

Analysis: The Homer Planning Commission heard the item at their meeting on June 2, 2021. Port Director Hawkins was at the meeting and answered questions. After discussion, the Commission approved a motion that clarified areas proposed for restrictions.

Recommendation: The Homer Planning Commission, with unanimous consent, recommends that the City Council include in ordinance closing the slough behind Mariner Park, the area of Mud Bay closest to shore, and the Nick Dudiak fishing lagoon to motorized vessels.

Attachments:

Draft ordinance

Staff Report 21-36

Planning Commission minutes



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Staff Report PL 21-36

TO: Homer Planning Commission
FROM: Rick Abboud, AICP, City Planner
DATE: June 2, 2021
SUBJECT: Ordinance 21-26 vessel operations in city tidelands

Introduction

As the State of Alaska is allowing personal water craft (i.e. wave runners/Sea Doo's/jet ski's) to operate in Kachemak Bay this season, citizens are concerned with their presence in the Bay. Council member Lord introduced an ordinance to regulate motor craft in the tidelands and the council asked to have the Planning Commission review the proposal. The proposal seeks to regulate the actions of watercraft in the City tides.

Analysis

The draft ordinance amends chapter ten of the Homer City Code, Protection of the Harbor and Waterways. Below is a breakdown of decision points made by the ordinance, so the commission can show their support or concerns with particular issues. Attached is a depiction of the various proposed locations for regulation.

In addition to the map, I have attached the proposed ordinance, City Council minutes, and Memo 21-070 from Council introduction. Port Director Hawkins is planning to attend the meeting in case the commission has questions regarding the operation of the harbor and water crafts.

Proposed Regulations

1. Expansion of no wake speed zone from ¼ mile from boat harbor entrance, the Deep Water Dock, and the Pioneer dock to include all City tidelands (as depicted on attachment and described in lines 45-50 of the proposed ordinance).
2. Prohibition of watercraft from the entrance of Beluga Slough and Louie's Lagoon (depicted on attachment and described on lines 52-53 of the proposed ordinance).
3. Provide an allowance of \$2000 for signage (lines 55-59 of the proposed ordinance).

Staff Recommendation

Review the proposed amendment and provide comments for the City Council's considerations

Attachments

Proposed ordinance 21-26

City Council minutes 4.26, 5.10

Memo 21-070

Map of City tidelands DRAFT ONLY NOT REGULATORY



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Memorandum

TO: MAYOR CASTNER AND HOMER CITY COUNCIL

FROM: PORT AND HARBOR ADVISORY COMMISSION

THROUGH: RACHEL TUSSEY, CMC, DEPUTY CITY CLERK

DATE: MAY 27, 2021

SUBJECT: PHC RECOMMENDATION ON ORDINANCE 21-26

City Council requested the Port and Harbor Advisory Commission (PHC) provide input on Ordinance 21-26, which would amend City Code to restrict motorized vessels to no-wake speeds while in City tidelands, proposes to close access to Beluga Slough and Louie's Lagoon to all motorized vessels, and authorize funding for motorized vessel regulation changes.

The PHC reviewed the ordinance at their May 26, 2021 Regular Meeting. There were six written and two verbal public testimony submittals at the meeting, all of which were in favor of supporting Ordinance 21-26.

The following is an excerpt from their meeting minutes to reflect the concerns raised and discussion that was held:

- A. Ordinance 21-26 No Wake Zone
 - i. Memo 21-070 No Wake Ordinance from Councilmember Lord
 - ii. Ordinance 21-26 No Wake Zones
 - iii. Map of City Owned Waterfront Properties

Chair Zimmerman introduced the item by reading the title and opened the floor for discussion on whether the PHC wishes to support this ordinance.

Commissioner Ulmer voiced her appreciation for the public testimony they received on the subject.

STOCKBURGER/ULMER MOVED TO SUPPORT THE CODE AMENDMENTS AND BUDGET EXPENDITURE PROPOSED BY COUNCILMEMBER LORD AND RECOMMEND TO CITY COUNCIL THEY APPROVE ORDINANCE 21-26.

Commissioner Matthews shared her concern on how the waterline transitions will be indicated, and where it says "motorized" in the code, are we isolating out regular boats or skiffs from accessing those waterways? Port Director Hawkins explained how there's essentially two different speed zones. Inside the harbor it's specific to 2 mph. Outside the harbor up to a quarter of a mile from the entrance, the

limit is a speed that does not create damage to the area. He referenced the draft ordinance to explain that the amendments to code would be to include the City's tidelands into that second speed category so that vessels need to travel as a safe speed. He clarified that a 2 mph no-wake-zone outside of the harbor isn't being proposed, it's saying that the wake can't do damage in those areas. In response to Ms. Matthews' question, he does not believe waterway markings via buoys would be feasible but Council may consider identifying boundary lines based on geographical points.

Commissioner Zeiset questioned proposed HCC Section C. "All motorized vessels are prohibited from the entrance to Beluga Slough and from all waters within Louie's Lagoon." He wanted to make sure there wouldn't be any valid reason to enter those areas that they would be prohibiting with this code amendment. The physical location of Louie's Lagoon was clarified as the location with all the derelict vessels, and could technically be accessed at very high tides.

Commissioner Stockburger commented on compliance. He acknowledged that something like this would be hard to enforce, but he felt having some signage on shore and having established rules would deter the majority of people from entering those areas. The kind of people who would violate these laws would do it regardless of how well the boundaries are identified or enforced by local authorities.

There was brief clarification that this ordinance is primarily about no-wake policies, not banning or restricting jet-skis from these areas.

VOTE: YES: MATTHEWS, SIEKANIEC, ZIMMERMAN, ZEISET, STOCKBURGER, ULMER
NO: ERICKSON

Motion carried.

Recommendation

Adopt Ordinance 21-26.



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Memorandum

TO: MAYOR CASTNER AND HOMER CITY COUNCIL

FROM: PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION

THRU: RENEE KRAUSE, MMC, DEPUTY CITY CLERK

DATE: JUNE 1, 2021

SUBJECT: PARCAC'S RECOMMENDATION OF SUPPORT FOR ORDINANCE 21-26

Background:

The Parks, Art, Recreation & Culture Advisory Commission considered Ordinance 21-26 at their May 20, 2021 regular meeting under New Business. A motion to recommend adoption as presented was made and carried with no objection.

Following is an excerpt of those minutes reflecting the Commission's action.

NEW BUSINESS

C. Ordinance 21-26, Amending Homer City Code Extending the No Wake Zone throughout City Tidelands and Closing Louie's Lagoon and the Entrance of Beluga Slough to Motorized Vessels.

Chair Lewis introduced the item by reading of the title and opened the floor for discussion.

ROEDL/HARRALD MOVED TO APPROVE AS WRITTEN.

Discussion ensued on this ordinance covering a lot of points with some Commissioners expressing concerns on enforcement abilities and the opinion that there is not going to be a lot of people wanting to use jet skis in the bay but that time will tell.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.



Memorandum 21-070

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: COUNCILMEMBER LORD
DATE: APRIL 21, 2021
SUBJECT: ORDINANCE 21-26

With new State of Alaska regulations allowing personal watercraft (PWC) in the Kachemak Bay Critical Habitat Area, there are concerns from the community regarding nearshore habitat and nonmotorized recreation protections. Currently, motorized vessels are not commonly operating within City tidelands. These areas may be more attractive to shallow draft PWCs. This ordinance is intended to set boundaries that prioritize and protect habitat and nonmotorized uses of City-owned tidelands.

There are several considerations to consider when discussing this proposal:

- Clarity of boundaries for public education and enforcement. The City tidelands boundary is not readily obvious. We need to be able to communicate the new regulation in a meaningful way. Maintaining buoy markers presents substantial logistical challenges and is likely not the most pragmatic option. This marking system could be reassessed depending on the level of need as we experience PWC use patterns and outreach effort success.
- Restricted/no access areas. Currently these are drafted as Louie's Lagoon and the entrance to Beluga Slough. In consideration of the above concern, consider amending the proposal to have two larger restricted/no access areas and forego the No Wake speeds.
- Beluga Slough itself is owned by a mixture of the U.S. Fish and Wildlife Service and private entities. The City owns tidelands at (or near) the entrance to the slough, and in the far back corner by the sewer treatment plant.
- Is a distance seaward too unclear? i.e. No wake 1,000 feet seaward of the shoreline within all City tidelands where motorized vessels are allowed.
- While the lifting of the PWC prohibition has catalyzed this conversation, this proposal would apply equally to all motorized vessels. Per the AK Dept. of Natural Resources: "PWCs are considered powerboats under state and federal law, and operators must meet the same boat registration and equipment requirements (see Resources) as other powerboats." (Alaska Boater's Handbook, Prince William Sound Supplement)
- Ultimately, public outreach and education will be required to ensure that whatever regulation the City adopts is communicated effectively to the impacted user groups. This should include not only the areas under speed limit/restriction, but also who to call in case of questions or concerns. It could also be used as a great opportunity for some positive information about tidelands, possibly in partnership with KBNERR? There are funds appropriated in the ordinance for introduction, but this should be discussed in terms of an appropriate amount.
- While the City must make substantive efforts towards educating the impacted user groups on regulation changes, it is ultimately the responsibility of the users to know and comply with all applicable local, state, and federal laws. We must make that good faith effort for outreach, but after that "I didn't know" is not a defensible claim in most aspects of adult life.

- Current Homer City Code Chapter 10.08 is titled ‘Protection of the Harbor and Waterways’. The proposed code changes would come under this chapter, and within the section there already exists a penalty structure. See HCC 10.08.220

I have talked with Port & Harbor Commission Chair Steve Zimmerman, and he has agreed to have this Ordinance on the April 28th agenda for their review and recommendations. If Council would like to also refer to Planning, it would be great to get on their May 5th agenda. My hope is that Council can introduce this at our April 26th meeting, then receive comments back from Port & Harbor (and Planning if applicable), make amendments and pass a final version of the ordinance at our May 10th regular Council meeting.

Below are several examples of how state regulations define speed limits and and restricted use areas for motorized boats and PWC.

From Alaska Administrative Code (AAC, state regulation), 200’ is used as a boundary for No Wake zones around state managed docks, boat launches, or swimming beaches:

11 AAC 20.115. Motorized boats (a) The use of a boat with a motor, other than a personal watercraft, is allowed in Kachemak Bay State Park only on saltwater, China Poot Lake, Hazelle Lake, or Petrof Lake. (b) A person may not launch or operate a personal watercraft in Kachemak Bay State Park. (c) A person may not operate a motorized boat in excess of "Slow No-wake" speed, five miles per hour maximum, within two hundred feet of a state managed dock, swimming beach, or boat launch, or within an area designated and marked as a "Slow No-wake" zone.

From AAC for the Kenai River Special Management Area. Although there is a 300’ of shore no wake designation, most of these regulations reference physical landmarks and/or river mile markers.

11 AAC 20.865. Non-motorized areas (a) The operation of a boat by the use of a motor is prohibited (1) on the Kenai River between river mile 80.7 and Skilak Lake; and (2) on the Kenai River between Skilak Lake and river mile 47.0 from March 15 through June 14. (b) Repealed 3/1/2008. (c) On the waters of the Kenai River Special Management Area, a person may not launch or operate (1) an airboat, hovercraft, or hydroplane; or (2) a personal watercraft, except as provided in [11 AAC 20.867](#).

11 AAC 20.867. Personal watercraft (a) A person may operate a personal watercraft within the Kenai River Special Management Area only on Kenai Lake on the portion of the lake that is north of a line running from the Primrose Campground boat launch to a prominent marker on the east shore of Kenai Lake, and east of a line running from the Chugach Electric Association powerhouse to a marker on the south side of Porcupine Island, and thence north to the United States Forest Service campground on the north side of Porcupine Island. (b) Within the area on Kenai Lake described in (a) of this section in which a personal watercraft may be operated, a person may not operate a personal watercraft (1) within 300 feet of shore (A) greater than five miles per hour; or (B) in a manner that creates a wake; or (2) between the hours of 10:00 p.m. and 10:00 a.m.

11 AAC 20.870. Boating and aircraft speed limits (a) A person may not operate a boat at a speed greater than five miles per hour in the no wake area between the Kenai Lake Bridge and river mile 80.7 on the Kenai River. (b) No person may operate a boat or aircraft at a speed greater than five miles per hour in the no wake area of the Moose River between the Sterling Highway Bridge and the confluence with the Kenai River. (c) No person may operate a boat or aircraft at a speed greater than five miles per hour in the no wake area of the side (north) channel of the Kenai River from river mile 11 downstream through lower Beaver Creek to its confluence with the main channel of the Kenai River at approximately river mile 10. (d) A person may not operate a boat or aircraft at a speed greater than five miles per hour in the no wake area within the channel north of the island located between river mile 15.2 and river mile 14.7, which includes the upstream and downstream entrances to Castaway Cove.

City Owned Waterfront Properties

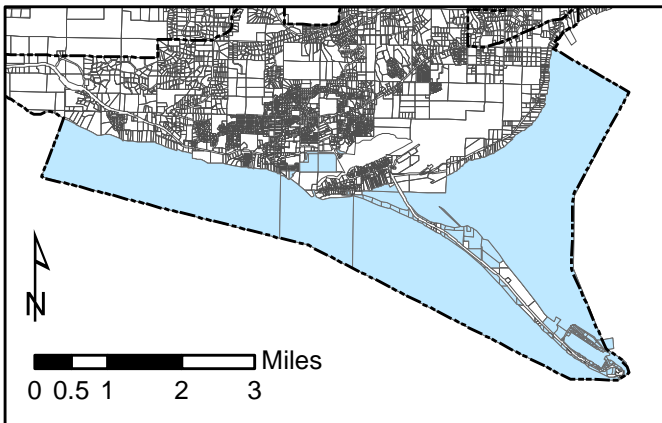
Beluga Slough

Mariner Park

Mud Bay

Louie's Lagoon

Harbormaster



Legend

- City Limits
- City Tidelands and waterfront properties

Disclaimer:
It is expressly understood the City of Homer, its council, board, departments, employees and agents are not responsible for any errors or omissions contained herein, or deductions, interpretations or conclusions drawn therefrom.



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KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Note: N/A



City of Homer

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Memorandum 21-114

TO: Mayor Castner and Homer City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Janette Keiser, Director of Public Works
DATE: June 21, 2021
SUBJECT: Resolution 20-077(S) – Water/Sewer Reserve Funds

Issue: The City Council asked us to review and make recommendations on how the City's Capital Asset Repair and Maintenance Allowance (CARMA) Funds for the Water and Sewer Utilities should be built and administered. Deliberation on Resolution 20-077(S) was postponed pending this work. We respectfully ask for one more extension.

Background:

We have, with the help of HDR consultants, created a Financial Model, which can be used to make forecasts, run sensitivity analyses and otherwise generate work products to help the City make data-based decisions regarding the financial wherewithal of the City's Water/Sewer Utilities. We have also prepared recommendations regarding the administration of the financial matters of the City's utilities, including the CARMA Fund. These two tasks are intertwined because sensible reserve fund administration is only possible with sensible data-based decision making.

We are finished with the draft work products and would like the opportunity to update the Council on this work before we finalize our recommendations. We are in the process of scheduling a work session with Council to have this discussion.

Recommendation:

That Resolution 20-077(S) be postponed until July 28, to give time for a Work Session about the proposed Financial Model and Recommendations.



Memorandum 21-074

TO: Mayor Castner and Homer City Council
Through: Rob Dumouchel, City Manager
FROM: Janette Keiser, PE, Director of Public Works
DATE: April 20, 2021
SUBJECT: Discussion about financial policies related to water/sewer utilities

Issue: The purpose of proposed Resolution 20-077(S) will be to adopt policies related to the City's water and sewer Capital Asset Repair and Maintenance Allowance Funds. This resolution has been postponed, pending HDR's research relating to the City's water/sewer utility financial matters. The goal of this research is to (a) review our existing cost accounting and other financial methodologies and (b) make recommendations that will bring us more into compliance with established industry standards. The purpose of this memo is to report on HDR's progress and move the discussion forward.

Background:

HDR has submitted the attached Discussion Paper, which identifies a set of financial policies the City needs to establish, to move forward sensibly. The Discussion Paper addresses policies related to the following topics:

- a. Operating Reserves
- b. Capital Reserves
- c. Bond Reserves
- d. Rate Stabilization Reserves
- e. Debt Issuance and Debt Management
- f. Balancing the Operating Budget
- g. Establishing Rates & Fees

Each of these topics requires City Council deliberation and decision making to establish a set of sustainable financial policies that will govern the water and sewer utilities financial management. Many of the policies will probably affect the water/sewer utility operations, capital planning and rate setting.

RECOMMENDATIONS:

We recommend that a work session be established to talk through these matters.

City of Homer Water and Sewer Discussion of the Development of the City's Financial/Rate Setting Policies

Introduction

Financial policies are an important tool for maintaining a financially healthy utility while also maintaining required and/or mandated measures. The Government Finance Officers Association (GFOA), bond rating agencies, and other industry organizations (e.g. the American Water Works Association (AWWA), the Water Environment Federation (WEF), etc.) recommend written financial/rate setting policies to provide clear policy direction and guidance.

The establishment of written financial policies is intended to:

- Institutionalize sound financial practices
- Clarify strategic intent
- Define boundaries
- Support bond ratings
- Promote long range strategic thinking
- Manage risk
- Adhere to established best practices

To be effective, the policies must be written and, if possible, adopted by the governing body; policies should furthermore be well understood by management to enable consistent and accurate application throughout the financial planning and rate setting process.

Standard & Poor's (S&P), Fitch and Moody's Rating Agencies each have unique methodologies for determining a utility's bond rating. These rating methodologies contain quantitative measures which are largely financial, as well as qualitative measures that assess a spectrum of qualities such as management and governance. A qualitative measure common to each of the rating agency's review methodologies is the presence and strength of financial policies. Generally, a strong set of written financial policies demonstrates to the rating agencies a well-managed utility which uses policies to help guide the utility in a business-like and apolitical manner.

In addition to supporting the need for written financial policies, the bond rating agencies also provide survey information (medians) on the specific financial metrics for various rated utilities (i.e. "AAA", "AA" etc.). S&P does not explicitly state their target measure for different rating levels, but rather refers to what they consider strong or good, which may be interpreted as leaning more towards being "AAA" or "AA" rating, respectively.

At the current time, the City has various documents and information that outline some of the basic financial policies and approaches to setting water and sewer rates. However, there does not appear to be a single, stand alone, document that summarizes the City's water and sewer rate setting policies and approaches.

Financial Policy Goals and Objectives

The goals of the City’s financial policies are to:

1. Maintain sufficient revenues for operating and capital needs,
2. Maintain sufficient reserves, and,
3. Provide rate stability. Notwithstanding (1) and (2) above, rates will be set to provide rate/revenue stability and avoid major periodic increases.

A detailed set of financial policies have been drafted to provide guidance and consistency in utility financial planning and rate setting decision-making for the City Council and management team.

Objective of this Discussion Paper

The purpose of this paper is to outline the City’s various policies and approaches into a more comprehensive financial framework and to establish clear financial targets based on a review of industry data and City documents. For example, in establishing a policy on minimum reserve levels, this framework provides recommendations that take into consideration the typical or median reserve levels for a “AAA” versus a “AA” rated utility. By providing this level of understanding, the City Council can make more informed decisions in establishing the financial targets contained within the financial policies.

Review and Discussion of the City's Financial/Rate Setting Policies

The following discussion provides the specific policy being proposed and then provides a brief discussion of the need for the policy, and if appropriate, the financial metrics used by the rating agencies.

1. Reserve Funds

Reserve funds shall be established for the City to properly account for the City's funds, but to also provide adequate reserve levels to address the different types of funding requirements of the City. The City's reserve policies shall be as follows:

- 1.1 **Operating Reserve** – The City's operating reserve is an unrestricted reserve. The minimum operating reserve shall be established at 90 Days of annual O&M expenses (approximately 25% of O&M for both Water and Sewer Funds).

Discussion: An operating reserve is the most basic of reserves; it holds the funds used to meet the utility's day-to-day expenses. Generally, an operating reserve is an unrestricted fund and the target minimum balance is set at a level to assure liquidity is sufficient to pay liabilities as they are due for payment. A common measure for a target balance is a function of the number of days of O&M expenses, excluding depreciation, which is reflective of the lead/lag of revenues and expenses. In the case of the City, 90 days of O&M as a minimum operating reserve level would be approximately equal to \$600,000 for water and \$480,000 for sewer.

At the present time, the City does not appear to have a current target for Water and Sewer operating reserve funds. The balance of the Water Reserve Fund is reported at \$2.84 M and the Sewer Reserve Fund at \$ 2.07 M as of 3/31/20. These reserve funds appear to serve functions beyond that of a typical operating reserve to support capital projects and act as a Bond Reserve and Rate Stabilization Reserve described in Sections 1.3 and 1.4.

- 1.2 **Capital Reserve** – The City currently has two different capital reserves for the water and sewer utilities. The first is the Homer Accelerated Water and Sewer Program (HAWSP). HAWSP is funded through a portion of the voter approved sales tax and assessments levied on benefited properties. The second is the Capital Asset Repair and Maintenance Allowance (CARMA). CARMA is funded annually through a rate surcharge equal to 15% of water and sewer costs and collected through the water and sewer rates. In general, HAWSP is intended to provide seed money to support expanded access to the City water and sewer system while CARMA is intended to support improvements, repairs, and replacements of the City's existing infrastructure, and may also be used for Capital Contingencies or Infrastructure Replacement. CARMA and HAWSP funds may be used jointly to fund a project where applicable.

1.2.1 Homer Accelerated Water and Sewer Program (HAWSP) – Voters in the City of

Homer established the HAWSP fund to improve the Health and Welfare of the community by funding capital improvements to the City’s water and sewer system. The HAWSP is funded by a voter approved dedicated sales tax, and assessments levied on benefited properties. (See HCC 9.16.010(b).) Specifically, the HAWSP Fund is built from a levy of ¾ of a percent on the retail sales tax. This tax was established by voters and can only be modified through another ballot measure. The key objectives of the HAWSP fund are as follows:

- Provide for water/sewer improvements without placing a heavy financial burden on individual property owners. (Resolution 99-53.)
- Increase the number of users to the system(s), thereby increasing revenues to the Water and Sewer Enterprise Funds. (Resolution 99-53.)
- Promote construction of additional improvements to the City water and sewer systems. (See Ordinance 99-14(S)(A).)
- Protect public health. (2016 HAWSP Policy Manual.)

The HAWSP is generally intended to provide “Seed Money” for major projects (projects that exceed \$1.1 million) but is not intended to be the primary source of funding. The target HAWSP fund value is to be maintained at **\$2 million** as specified in the draft HAWSP policy manual. The HAWSP fund may additionally be used to pay off HAWSP-project debt, subject to City Council approval, and may furthermore be used in conjunction with CARMA for project funding, especially where an element of the project involves extension of service, expansion of capacity, or promotion of public health.

Discussion: The HAWSP fund has a relatively narrow focus and should be thought of as a supplemental reserve to accelerate capital projects as defined above. While the HAWSP fund does not appear to provide a rate-adjustment mechanism for the City Council to balance future capital needs. Adjustments can be accomplished by augmenting HAWSP funding with funding from CARMA and the general reserve, both of which offer the City adjustment mechanisms to meet the overall planned capital needs.

1.2.2 Capital Asset Repair and Maintenance Allowance (CARMA) – The CARMA reserve was established to fund improvements, repairs, and replacements to the City’s existing water and sewer systems. CARMA is currently is funded annually through a rate surcharge equal to 15% of water and sewer costs and collected through the water and sewer rates. The level of CARMA funding can be adjusted by the City Council. “The amount of the CARMA funds shall be established by City Council in the biennial budget based on the projected maintenance and repair needs of the City.” (Ordinance 19-35(S)(A)).

The intent of the City of Homer Water and Sewer CARMA Fund is “for appropriation and expenditure for equipment replacement, fleet replacement, engineering or planning services, major maintenance of city facilities, or any other purpose as identified and recommended by the City Manager and authorized by the City Council...and to extend the life and use of taxpayer funded assets, facilities and infrastructure.” (See Ordinance 19-35(S)(A)). The City Council established similar CARMA accounts across multiple City programs and departments within the General Fund. The Water and Sewer Utilities - which operate independently - use CARMA Funds for improvements, repairs, and replacements to the City’s existing water and sewer systems. CARMA Funds may

additionally be used for capital contingencies or infrastructure replacement and can be used in conjunction with HAWSP to jointly fund a project.

Discussion: CARMA provides a mechanism through which funding levels can be adjusted to meet anticipated capital repair and replacement needs. Funding adjustments should be determined in consideration of capital needs and in conjunction with the rate setting process. Capital needs should be determined annually through an appropriate planning process (such as an asset management plan and CIP) to enable accurate forecasting. As discussed in Policy #2, a prudent practice is the develop an annual level of capital replacement funding through current rate levels. CARMA essentially provides that annual funding for ongoing renewal and replacement needs. An important concept is that if annual funds are not used in the current year, these funds are placed in reserves and can be utilized in future years where renewal and replacement needs are greater than annual CARMA funding levels. In this way, the City is continually replacing and improving the water and sewer systems on an annual basis.

- 1.3 Bond Reserve** – A bond reserve fund is a restricted reserve. A bond reserve fund shall be established, as required and in accordance with bond covenants. The minimum fund balance of the bond reserve shall be equal to bond reserve requirements set by bond covenants.

Discussion: Bond reserves are restricted funds that are generally required by bond covenants. The reserve balance, when required is set in the bond documents and is often equal to one year of debt service. For this particular reserve, the specific minimum balance is specified by each specific issuance.

- 1.4 Rate Stabilization Reserve** – A rate stabilization reserve shall be established and maintained at a level equal to approximately **10% of the annual rate revenue** derived from the water and sewer utility. These funds are unrestricted but their use shall be limited to mitigating large or unanticipated rate impacts, or emergency/catastrophe situations.

Discussion: A rate stabilization reserve can used to help mitigate the need for large rate adjustments, but it can also function as a form of an emergency reserve. In that sense, this reserve can serve in a dual roll. While these are a form of unrestricted reserves, their use should be limited and clear direction developed for when and how these funds should be used. Generally, rate stabilization funds are to be used to mitigate short term rate impact such as economic or drought-driven revenue shortfalls. Using the assumed 10% of rate revenues as the level of the rate stabilization reserve, the water utility would be \$240,000 and the sewer would be \$195,000.

When a reserve fund falls below the designated policy minimum, the City’s management team shall inform the City Council. The Council will take appropriate action to address any shortfalls. A reserve fund which falls below the minimum reserve level, on its own, shall not trigger the need for a rate adjustment.

Discussion of the Overall Reserve Policy – In considering the financial targets for this policy it is important to understand that the rating agencies do not look at specific funds within the utility, rather, they look at the purpose and whether the funds are unrestricted or restricted. One exception to this is the Rate Stabilization Reserve, where a proper and well-defined usage of the

fund can be a benefit for the utility’s rating since this is a level of funding over and above basic funding levels. Table 1 shows each rating agency’s desired level of cash reserves for an AAA/Aaa or AA/Aa rated utility.

Table 1 Days of Cash on Hand		
Rating Agency	AAA/Aaa	AA/Aa
Standard & Poor’s Ratings Services ¹	Greater than 150 days	90 to 150 days
Fitch Ratings (of Working Capital) ²	Greater than 365 days	180 to 365 days
Moody’s Investors Service ³	Greater than 250 days	150 to 250 days

Each of the rating agencies may define “days cash” or “cash on hand” in slightly different ways, but each is intended to demonstrate that the utility has a strong cash position. That is, sufficient reserves to meet all short-term liabilities while also capable of handling the variability of seasonal cash flows. Finally, the reserve levels still have cash flow sufficiency to handle unexpected events. More specifically, the definitions for these financial metrics are as follows:

Standard and Poor’s Ratings Service

Days Cash, all unrestricted cash and equivalents plus any reserves that are designated but ultimately available for any lawful purpose including long-term investments divided by 1/365th of operating expenditures.

Fitch Ratings

Measure was described as “Days cash and days of working capital”

- **Days Cash on Hand.** Current unrestricted cash and investments plus any restricted cash and investments (if available for general system purposes), divided by operating expenditures minus depreciation, and divided by 365.
- **Days of Working Capital.** Current unrestricted assets plus any restricted cash and investments (if available for general system purposes), minus current liabilities payable from unrestricted assets, divided by operating expenditures minus depreciation, divided by 365.

Moody’s Investors Service

¹ Standard & Poor’s Ratings Services McGraw Hill Financial, “U.S. Public Finance Waterworks, Sanitary Sewer, and Drainage Utility System: Rating Methodology and Assumptions”, P. 26, Table 18, January 19, 2016

² Fitch Ratings, “U.S. Water and Sewer Revenue Bond Rating Criteria”, P. 6, Attributes: Financial Profile (Table), September 3, 2015

³ Moody’s Investors Service, “Rating Methodology: US municipal Utility Revenue Debt”, Page 12, Exhibit 7, December 15, 2014

Days Cash on Hand, cash and cash equivalent that is both unrestricted and liquid, excluding cash held in a debt service reserve fund unspent bond proceeds or cash restricted for capital times 365 divided by operations and maintenance expense expressed in days.

Provided below in Table 2 is a simple summary of each rating agency’s desired level of cash reserves.

Table 2 Determination of the City’s Days of Cash on Hand Using the Proposed Financial Policies			
Rating Agency	Fund Balances Included in Calculation	City’s Current Days of Cash on Hand	AA/Aa Target
S&P Ratings Services	Operating Reserve Capital Reserve Rate Stabilization Reserve	XX days	90 to 150 days
Fitch Ratings (Days of Cash)	Same as S&P + Bond Reserve	XX days	180 to 365 days
Moody’s Investors Service	Operating Reserve + Rate Stabilization Reserve	XX days	150 to 250 days

The City currently has approximately \$XX in unrestricted reserves. This is composed of approximately \$XX in operating reserves, \$XX in HAWSP reserves, and \$XX in rate CARMA reserves. This equates to approximately XX days of cash on hand.

2. Debt Issuance and Debt Management

The City, during the course of normal operations, may issue long-term debt to fund certain capital projects. The establishment of policies related to debt issuance and debt management are intended to minimize the overall long-term costs of the City and utilize long-term debt to the benefit of the City’s customers. Provided below are the debt issuance and debt management policies.

2.1 Funding of Annual Renewal and Replacement Capital Projects – The City will provide adequate annual rate funding to properly and adequately fund the City’s annual renewal and replacement capital projects. Given adequate funding from rates, as a matter of policy, the City will not issue long-term debt to fund annual renewal and replacement capital projects. The minimum annual funding from rates shall be at least equal to or greater than the City’s annual depreciation expense. The annual funding of CARMA is an example of annual renewal and replacement funding approach than can be used annually for infrastructure betterments and replacement.

Discussion: Adequate annual rate funding for renewal and replacement capital projects has two key benefits to the City. First, it helps to maintain the City’s facilities and avoid deferrals of capital projects. The other major benefit is that appropriate capital funding from rates provides a stronger debt service coverage ratio which provides a positive signal to the bond rating agencies. The use of annual depreciation expense as a target

for minimum annual funding reflects the current infrastructure in the City’s system, but it does not reflect the full replacement cost of those assets. Hence, the “equal to or greater than” portion of this policy is intended to reflect the issue of replacement cost funding.

Rating Agencies view capital funding through rates (i.e. renewal and replacement funding from rates) as important for the overall health of the system. Fitch views declining annual depreciation as an indication that the Utility is not keeping up with renewal and replacement. Moody’s considers fully funding depreciation an indication that the Utility is adequately conducting renewal and replacement of aging infrastructure. Table 3 provides Fitch and Moody’s specific measures for adequate funding for capital.

Table 3 Level of Rate Funding for Renewal and Replacement Capital Funding		
Rating Agency	AAA/Aaa	AA/Aa
S&P Ratings Services	None	None
Fitch Ratings ⁴	Free cash relative to depreciation equal to 100% or greater	Free cash relative to depreciation equal to approximately 85%
Moody’s Investors Service ⁵	Net Fixed Assets/Annual Depreciation Greater than 75 Years	Net Fixed Assets/Annual Depreciation 25 to 75 Years

As can be seen, Fitch and Moody’s each use annual depreciation expense to assess the adequacy of annual funding.

2.2 Long-Term Debt as a Funding Mechanism – The City can consider the use of long-term debt to fund significant non-reoccurring capital projects. The policy objective when issuing long-term debt is to minimize the financial and rate impacts of significant non-reoccurring capital projects.

Discussion: The intent of this policy is to signal a prudent use of long-term debt and avoidance of, or reliance upon, long-term debt for funding annual renewal and replacement activities. In that respect, this policy is a companion to Policy 2.1. Other considerations for the use of long-term debt include, but are not limited to:

- Current interest rates (costs)
- Current amount of the utility’s outstanding debt levels
- Consistency with the City’s debt policy and overall debt level

An important concept is the avoidance of an over-reliance upon debt. To assess this, the rating agencies use certain variations of debt/equity ratios. More specifically, the rating agencies may consider the measure of debt to capitalization or debt to operating revenue. These measures are a measure of leverage, rather than just the City’s ability

⁴ Fitch Ratings, P. 6, Attributes: Financial Profile (Table)

⁵ Moody’s Investors Service, P. 9 Exhibit 6

to pay. It is possible for a utility to have a high debt service coverage ratio, but be highly leveraged. Table 5 shows Standard & Poor’s and Moody’s measure of the extent the utility is leveraged.

Table 4 Rating Agency Debt Leverage Measures		
Rating Agency	AAA/Aaa	AA/Aa
S&P Ratings Services ⁶	Up-to 20% Debt to Capitalization	20% to 35% Debt to Capitalization
Fitch Ratings	None	None
Moody’s Investors Service ⁷	Less than 2.0 Debt to Operating Revenue	2.0 to 4.0 Debt to Operating Revenue

The S&P approach is the more common measure and likely more easily understood by the City Council and the Public. Given that, the City’s policy has been written to encourage a debt/equity ratio which is less than XX%.

2.3 Types of Long-Term Debt – To minimize the overall costs of debt, the City shall strive, at all times, to utilize the lowest and best available cost option for issuing debt.

Discussion: This policy is a logical perspective about the cost of debt and the City’s desire to maintain low costs of operation and funding of capital.

2.4 Bond Covenants – The City, at all times, shall adhere to and meet any bond covenants put forth by bonds issued by the City. Bond covenants are legal obligations placed upon the City. If the City is not in compliance with bond covenants, the City’s management team shall inform the City Council and appropriate action will be taken.

Discussion: This policy is not necessary since bond covenants are legal requirements associated with the issuance of debt and the City is legally obligated to meet the bond covenants or face a technical default on the bonds.

2.5 Debt Service Coverage Ratio – At all times, the City shall meet the minimum debt service coverage (DSC) requirements associated with bond covenants. For financial planning and rate setting purposes, the City shall target a minimum DSC of 1.50 times annual debt service on all outstanding debt.

Discussion: A debt service coverage (DSC) ratio is a financial measure of the City’s ability to repay the debt. The rate covenants typically require a minimum DSC of 1.25 or 1.30 on the outstanding bonds. Subordinate debt (e.g. SRF loans, etc.) typically require only a 1.00 DSC. While those are the minimum required DSC, the City should plan around a higher DSC to ensure meeting the bond covenants. Given that, a utility will establish a DSC for planning purposes which is higher than the minimums.

Ratings Agencies view debt service coverage, or similar calculation, as a critical measure. Fitch specifically speaks of conducting stress tests where there is either a

⁶ Standard & Poor’s Ratings Services, P. 28, Table 21

⁷ Moody’s Ratings Service, P. 12, Exhibit 7

drought or a key industrial customer leaves the area and views the impact to the DSC. Having a 1.0 indicates the utility has no more funds after paying debt service which would leave no room for unexpected events such as sudden economic downturn or even a drought. Table 5 provides an overview of the rating agency’s targeted debt service coverage ratio, or a relatively comparable ratio, for AAA/Aaa and AA/Aa rated utilities.

Rating Agency	AAA/Aaa	AA/Aa
S&P Ratings Services (All-in Ratio) ⁸	Equal to or Greater than 1.6	1.4 to 1.6
Fitch Ratings ⁹	Equal to or Greater than 2.0	1.5 to 2.0
Moody’s Investors Service ¹⁰	Equal to or Greater than 2.0	1.7 to 2.0

2.6 Accounting and Reporting Standards – The City will comply with all applicable accounting and reporting standards.

Discussion: This policy is a very common sense policy, but it is also typically a part of the bond covenants.

3. Balanced Operating Budget

3.1 Self-Supporting – The water and sewer utility shall be self-supporting, where current revenue fully funds current operating and capital expenditures on an annual basis.

Discussion: The City currently separates the revenues and expenses between the water and sewer utilities. This allows for the City to review the funding needs for each utility on a stand-alone basis where water revenues fund water expenses and sewer revenues fund sewer expenses. Avoidance of subsidies between the water and sewer utility should be a goal of the City.

3.2 Adequate Funding to Preserve System Assets – The City’s assets shall be properly operated and maintained to provide for a long life. Annual operating expenditures will be budgeted and funded at a level that promotes the efficient operation of and preservation of assets through the asset’s useful life.

Discussion: This policy is a companion to Policy 2.1 and is intended to provide adequate funding to support the operation and maintenance of each system.

3.3 Evaluation and Monitoring of Cost – Costs will be monitored **monthly** to ensure the utility is operated in a cost effective and economically prudent manner.

Discussion: This policy is a companion to Policy 2.6 and is intended to demonstrate the City’s commitment to managing the utility in a cost-effective and prudent manner.

⁸ Standard & Poor’s Ratings Services, P. 24, Table 17

⁹ Fitch Ratings, P. 6 Attributes: Financial Profile (Table)

¹⁰ Moody’s Investors Service, P. 12, Exhibit 7

- 3.4 Positive Annual Net Income** – The City shall plan for annual net income (total revenue less O&M, taxes or transfers, debt service, and capital projects funded from rates) greater than or equal to zero (positive balance of funds).

Discussion: This policy is a companion to Policies 3.1 and 3.2 and is intended to provide a simple financial test to demonstrate positive cash-flow for the systems.

- 3.5 Strive for Rate Stability** – The City’s rates should be stable over time while generating sufficient revenue. As a part of the annual budgeting process, the City shall review the rates to confirm the adequacy of the current rates.

Discussion: Revenue stability can be viewed from two perspectives; from the City’s perspective and from the customer’s perspective. In this case, the focus is on stable revenue from the City’s perspective.

- 3.6 Disposition of “One-Time” Revenue** – In instances of large one-time revenues (e.g. legal settlement), if not specifically earmarked, the funds will be transferred to an appropriate reserve(s) (operating, capital or rate stabilization).

Discussion: The City Council should provide clear direction to management on the use of proceeds from a large “one-time” source of revenue.

- 3.7 Alternative Funding/Revenue Diversification** – To minimize overall rates, the City should explore alternative revenue sources such as grants and direct developer contributions.

Discussion: This policy is a companion to the policies to minimize overall costs of the utility.

4. Establishing Rates and Fees

The City shall establish rates utilizing industry recognized “generally accepted” rate setting methodologies. This will provide the City with consistency in their ratemaking process, while also establishing rates which are legally defensible. The City’s policies on establishing the water and sewer rates and fees, and the general methodologies to be utilized, are as follows:

4.1 Revenue Requirement Analysis

The revenue requirement analysis provides a projection of the City’s revenues and expenditures for a defined time period. The revenue requirement analysis shall provide the City Council with the information and cost-basis to determine the size and timing of any proposed rate adjustments. The City’s revenue requirement analysis methodology shall consider the following:

4.1.1 The revenue requirement analysis will be developed for a projected five-year time period.

4.1.2 Revenue requirements will be established using the “cash basis” methodology. The “cash basis” methodology includes O&M expenses, taxes/transfer payments, debt service (P+I) and capital improvements (renewal and replacement) funded from rates. The revenue requirements may include a component for change in working capital/rate stabilization funds to manage reserve balances and mitigate rate impacts.

4.1.3 Costs shared across utilities shall be allocated to each utility based on an equitable

allocation method. These may include, but not be limited to, labor ratios, number of customers, revenues, usage etc. The allocation method should be whichever method most equitably allocates the specific cost.

4.1.4 Any wholesale increases imposed upon the City by a water supplier or wastewater treatment agency will be reviewed for financial/rate impacts.

4.1.5 The City's revenue requirement analysis shall fully incorporate the City's reserve, debt and budgeting policies.

Discussion: Revenue requirements projects the City's revenues and expenses (operating and capital) to determine the overall level of rate adjustments needed.

4.2 Cost of Service Analysis

A cost of service analysis provides an equitable method to allocate the City's water and sewer revenue requirements to the customers utilizing the service. The City's cost of service analysis for the water utility shall use generally accepted cost of service methodologies as defined by the American Water Works Association (AWWA) and the analysis developed for the City's sewer utility shall use cost of service methodologies as defined by the Water Environment Federation (WEF). The City's water and sewer cost of service shall be developed to provide an equitable allocation of costs by taking into consideration a customer group's (e.g. residential, commercial) facility requirements and usage characteristics. The City's specific cost of service policies are as follows:

4.2.1 The cost of service shall be developed for a projected one-year time period or the period over which rates will be set, utilizing the revenue requirements as developed in 4.1.

4.2.2 The cost of service analysis shall be designed and developed to consider the unique and specific circumstances of the City's water and sewer system.

4.2.3 The City shall allocate costs to customer class of service based upon facility requirements and usage characteristics.

4.2.4 When necessary, the City may phase-in the cost of service results to transition to fully-cost based rates.

Discussion: A cost of service equitably allocates the City's water and sewer revenue requirements to the various customer classes of service. The City's recent rate study provides a similar approach to reviewing the differences in serving the various types of water and sewer customers served.

4.3 Rate Design Analysis

The development of cost-based rate designs concludes the City's rate setting process. The development of rate designs utilizes the results from the revenue requirement and cost of service analysis to establish the target level of revenues for each customer class of service (rate schedule). The City's rate design analysis is primarily focused on the structure of the rates. The City's rate design analysis policies are as follows:

4.3.1 The City shall utilize the results of the revenue requirement analysis and cost of service analysis in the development of final proposed rate designs.

4.3.2 Rates shall be designed to collect the overall target level of revenues for each customer class of service.

- 4.3.3 The City’s rate designs shall be reflective of the City Council’s rate design goals and objectives, while also being reflective of the greater public purpose (e.g., economic development, conservation, etc.).
- 4.3.4 The City shall take into consideration both fixed and variable costs in the development of final proposed rates. The average unit costs calculated within the cost of service analysis provides the cost-information related to fixed and variable costs.
- 4.3.4 Bill comparisons shall be developed for all proposed rate designs to illustrate the general impacts to customers across a range of consumption.
- 4.3.5 In establishing the final water and sewer rates, the City’s Council may take into consideration neighboring utility rates, but not to the financial detriment of the City.

Discussion: The final analytical step of a comprehensive rate study is the design of water and sewer rates. This policy and the sub-policies are intended to develop proposed rate designs which are based upon the findings, conclusions and recommendations from the revenue requirement and cost of service analysis.

4.4 Other Rate Setting Considerations

Provided below are other policies related to the City’s rate setting process.

- 4.4.1 At a minimum, the City shall conduct a comprehensive rate study every five (5) years to update assumptions and determine financial sustainability.

Discussion: This is a common industry best practice. Gaining an independent outside expert opinion and developing a well documented rate study is a significant document during the bond ratings process.



City of Homer

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Public Works

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Memorandum 21-042

TO: City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Janette Keiser, Director of Public Works
DATE: October 6, 2020
SUBJECT: Resolution 20-077(S) – Water/Sewer Reserve Funds

Issue: The City Council asked us to review and make recommendations on how the City’s Capital Asset Repair and Maintenance Allowance Funds for the Water and Sewer Utilities should be built and administered. Deliberation on Resolution 20-077(S) was postponed pending this work. We respectfully ask for additional time.

Background:

The City Council adopted Ordinance 21-03 authorizing a contract to HDR Engineering for specialized Utility Financial Management Services, in an amount not to exceed \$35,000. We worked with HDR to identify a specific scope, which is set forth on the attached proposal and have a fully executed Task Order in place. The scope includes at least two Work Sessions with Council to update the body on findings and interim recommendations.

We need time to make progress through the proposed work in order to develop a meaningful new Policy Manual for the CARMA Funds. We ask that Resolution 20-077(S) be further postponed until we are able to come back with sensible recommendations. We will have a kick-off meeting the week of February 15 and will updated the Council through the City Manager’s Report that will be issued for the March 8 Council meeting.

Recommendation:

That Resolution 20-077(S) be tabled until April 26, which is when, according to the Budget Schedule for FY 2022 and 2023, Council is scheduled to review “Preliminary Budget Assumptions”.

TASK ORDER #6
Water/Sewer Utility Financial Services

This Task Order pertains to an Agreement by and between the City of Homer, (“OWNER”), and HDR Inc., (“ENGINEER”), dated May 8, 2017, (“the AGREEMENT”); extended December 20, 2019 to April 17, 2022. Engineer shall perform services on the project described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the project described below.

PART 1.0 - PROJECT DESCRIPTION: Review City’s financial policies and practices related to its water/sewer utilities and make recommendations for improvement

PART 2.0 - SCOPE OF SERVICES TO BE PERFORMED BY ENGINEER:

See attached HDR proposal, dated 2-3-21, which generally describes the work as:

- | | |
|---------|--|
| Task 1 | Data Collection and Review |
| Task 2 | Kick-Off Meeting |
| Task 3 | Review the City’s Past Rate Setting Approach and Key Financial Variables |
| Task 4 | Review and Development of Financial/Rate Setting Policies |
| Task 5 | Preliminary Review of the Capital Planning Approach |
| Task 6 | Development of the Preliminary Financial Plan (Revenue Requirement) |
| Task 7 | Participate in City Council Workshop |
| Task 8 | Finalize the Phase I Revenue Requirement |
| Task 9 | Review of the City’s Rate Designs |
| Task 10 | Develop written report documenting technical analysis & recommendations |
| Task 12 | Develop Computer model |

PART 3.0 - OWNER’S RESPONSIBILITIES: Owner’s representative shall provide the consultant team with direction related to City’s improvement needs and:

- 1) Provide appropriate records.
- 2) Review submittals expeditiously.
- 3) Process pay requests expeditiously.

PART 4.0 - DELIVERABLES AND TIME PERIOD: See Attached Proposal

PART 5.0 - PAYMENTS TO ENGINEER: Time and expense contract, not to exceed \$35,000.

This Task Order is executed this 9th day of February 2021.

CITY OF HOMER
“OWNER”

HDR, Inc.
“ENGINEER”

By: Rob Dumouchel

By: Tim Gallagher

Signature: _____

Title: City Manager

Signature: _____

Title: Vice President

City of Homer Water and Sewer Rate Study

Scope of Services

Task 0—Project Management

This task includes the general project management activities that are required to complete the rate study on time and within budget. This includes allocating the appropriate labor resources to the project and working with the City's Project Manager to schedule project meetings and provide monthly invoices and progress reports.

Expected City Staff Support for Task 0:

- Coordination with the HDR project manager and local liaison on scope, budget, and schedule

Deliverables as a Result of Task 0:

- Monthly invoice and progress report of project status and budget.

Task 1—Data Collection and Review

HDR will provide a written data request to City for review prior to the project kick-off meeting. The written data request will provide a detailed and organized list of the data required for the study. It is anticipated that the data should be readily accessible information. In development of this study, additional data requests may be necessary to complete each task.

Expected City Staff Support for Task 1:

- Collect the requested data as provided in the initial data request.
- Identify data constraints or unavailable data.

Deliverables as a Result of Task 1:

- An initial written data request to City.
- Additional data request identifying outstanding data needs.

Task 2—Kick-Off Meeting

The kick-off meeting will be used to discuss the key objectives to be achieved in the study. The City project team and HDR project team will review the general approach (scope of services), project time schedule, the initial data provided by the City, and identify any outstanding data needs. HDR will schedule a virtual two-hour initial project kick-off meeting.

Expected City Staff Support for Task 2:

- Have City project team members attend a two-hour kick-off meeting.
- Provide input on the study goals and objectives, challenges, and concerns for the study.

Deliverables as a Result of Task 2:

- Lead a two-hour virtual kick-off meeting attended by up to three HDR project team members.
- Summary outline of the study approach, schedule, challenges, and concerns.

Task 5—Preliminary Review of the Capital Planning Approach

A key element of the development of cost-based rates is the determination of the capital improvement needs. HDR will assist the City to evaluate annual needs (e.g., asset replacement, minimum annual depreciation expense) to provide the basis for capital improvement plan for each utility. This will include and consider the City provided data and approaches to establish the renewal and replacement needs, age and condition of the assets, and regulatory requirements of each utility.

Expected City Staff Support for Task 5:

- Provide as needed assistance to clarify the City's data and information and provide as needed additional data and information.
- Collaborate with HDR in the development of the approach to establish capital improvement needs.

Deliverables as a Result of Task 5:

- Preliminary list of capital improvement projects to be included in Task 6 – Preliminary Financial Plan.

Task 6—Development of the Preliminary Financial Plan (Revenue Requirement)

This task will develop a preliminary financial plan, or revenue requirement, to provide the City with a long-term forecast that considers the prudent and proper funding for O&M and capital expenditures and evaluates the need for rate adjustments over the time period for each utility. The various analytical steps of this task are described below.

Using generally accepted methodologies, the revenue requirement analysis for each utility will be developed for a minimum five-year projected time period. This time period allows the City to review the impacts to rates, identify future revenue short falls, and develop a transition plan to adequately fund each utility's operating and capital improvement expenses on an annual basis.

Operational costs are generally projected from historical or budgeted costs, using escalation (inflationary) factors for future costs, and adjusted for known changes in operations (e.g., changes in personnel, operating costs, growth and expansion). For each utility, HDR will begin with the City's current budget and financial results to project costs into the future using escalation factors for the various types of costs that the City incurs (e.g., labor, benefits, electricity, consumable items). Costs will also be analyzed and adjusted for changes in service levels, customer growth, and other factors.

The starting point for projecting capital expenditures will be the results of the discussion in Task 5. The goal is to develop a capital funding plan for each utility that maximizes the funds available while minimizing overall rate impacts. Consideration of internal and external source of funds will be made to minimize rate impacts to the greatest extent possible.

This framework provides the proper approach to evaluate the financial/rate implications of the necessary capital improvements for each utility. From a financial planning perspective, HDR encourages utilities to fund, at a minimum, an amount equal to or greater than a utilities annual depreciation expense. This amount of funding reflects the portion of a utility's assets that are becoming obsolete or beyond its useful life. It is important to note that annual depreciation expense is not the same as replacement cost. If the City does not collect full replacement costs

- Participation one virtual meeting or workshop.
- Develop public meeting presentation materials (i.e., PowerPoint, charts, graphs).
- Review of the data provided by the City and identification of outstanding data needs.

Task 8—Finalize the Phase I Revenue Requirement

Based on the analysis completed, and direction received from City staff and City Council, this task will develop the final revenue requirement. This will include the final operating and capital funding approaches, financial and rate setting policies, and overall rate revenue transition plan for each utility. At the completion of the draft final revenue requirement a one-hour virtual project meeting will be held to review the analysis for each utility. At the conclusion of the meeting, HDR will develop the final revenue requirement for each utility.

Expected City Staff Support for Task 8:

- Participate in a one-hour virtual project meeting to review the draft final revenue requirement.

Deliverables as a Result of Task 8:

- An electronic version of the draft final, and final revenue requirement.
- Lead a one-hour virtual project meeting to review the draft final revenue requirement.

Task 9—Review of the City's Rate Designs

Transition is an important concept when setting water and sewer rates. This applies to both the level of the rates (how much) as well as the structure of the rates (how it is collected from customers). This task will not include the development of new water or sewer rate structures. It will, however, provide the City with the information necessary to develop future rates, based the development of the prior tasks.

This task will review the current rate structures and the City's approach to establishing rates. As noted, the starting point for this task will be the results and recommendations from the prior tasks and policy direction from City staff and Council as it relates to rate design goals and objectives. From these prior discussions and technical analyses, conceptual rate structures will be developed to reflect the City's rate setting approach. HDR will provide bill comparisons to demonstrate the bill impacts to customers at various levels of consumptive use. At the conclusion of this task, HDR will provide a recommendation on the rate structure and implementation approach.

Up to two, one-hour, virtual project meetings will be held to review and discuss the alternative rate structures and recommendations.

Expected City Staff Support for Task 9:

- Participate in two virtual project meetings.
- Identification of key rate structure goals and objectives.

Deliverables as a Result of Task 9:

- Development of conceptual rate structures and implementation approach.
- Lead two virtual project meetings.

Estimated Project Time Schedule

Based on HDR’s experience in developing similar studies, the following schedule has been developed.

Exhibit B – Hourly Billing Rates and Project Fee

Project Fees

Given the hourly billing rates, and the scope of services outlined in Exhibit A, the project fee for City’s water and sewer rate study was developed on a task basis. Provided below is a summary of the project fee for City’s study.

City of Homer Water and Sewer Rate Review	
Task Description	Total
Labor:	
Task 0: Project Management	\$2,456
Task 1: Data Collection and Review	\$1,051
Task 2: Kick-Off Meeting	1,110
Task 3: Past Rate Setting and Financial Variables	1,975
Task 4: Financial/Rate Setting Policies	2,394
Task 5: Review of the Capital Planning Approach	5,280
Task 6: Preliminary Financial Plan	7,841
Task 7: Council Workshop	1,332
Task 8: Finalize Revenue Requirement	3,286
Task 9: Review of the City’s Rate Designs	3,294
Task 10: Public Workshops	2,122
Task 11: Written Documentation	2,815
Task 12: Computer Models	<u>0</u>
Total Phase II	\$34,956
Total Expenses	<u>44</u>
Grand Total “Not to Exceed” Fees	<u>\$35,000</u>

The above project fee is based on the scope of services previously presented as Exhibit A. Should City request any additional services under this contract, the services will be provided at the hourly billing rates stated above and as agreed to in writing between City and HDR.



Memorandum 20-205

TO: Mayor and Homer City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Janette Keiser, Director of Public Works
DATE: December 3, 2020
SUBJECT: Industry Standards Relating to Water-Sewer Reserves and Q&A

I have been continuing to research benchmarks related to the financial matters for water/sewer utilities, using the Environmental Protection Agency's Environmental Finance Service Center ("EPA"), American Water and Wastewater Association ("AWWA") and other water/wastewater industry experts, as well as the Government Finance Officers Association ("GFOA"), as resources. In particular, I've been looking for answers to questions posed by the Council and staff about such matters. Here is a summary of findings and conclusions:

Question #1: What do we need reserves for?

Answer: Attached is a summary of the basic Elements of Reserves for a typical utility Fund, which identifies various categories of reserve funds, the total sum of which represents a utility's Reserve Fund:

- Operating Reserves
- Capital Contingencies
- Equipment Replacement
- Debt Service Coverage

Question #2: How much money should we have in our Water/Sewer Reserve Funds?

Answer: There are industry standards for each element, which are identified on the attached Elements of Reserves. Obviously, the level of the City's Reserve Funds depends on affordability and need. There are industry standard tools for measuring both factors and for guiding the gradual development of a sustainable level of funding.

Question #3: How should we build the Reserve Funds?

Answer: Usually, utilities include an element in their tariffs to build their reserve funds, because that is the only source of revenue they have, beyond grants, debtor or one-off injections of cash, such as from a sale of property. In Homer, we have another source of funding for capital projects, the HAWSP Fund, but

this is unique to Homer. And, analysis of the HAWSP Fund’s purpose and need demonstrates that Homer needs multiple sources of revenue to support its relatively expensive utility systems.

Question #4: How should we spend money from the Reserve Funds?

Answer: It is a Best Practice for utilities to have written financial policies that govern how their reserve funds are spent. Further, expenditure of reserve funds should require authorization by the governing body and be based on approved planning documents that identify project needs and project cash flow. Developing and maintaining a robust asset management system is also a Best Practice to assist with preventative maintenance and long-term planning of asset replacement.

Question #5: How do I know if our Reserve Funds are healthy?

Answer: The AWWA, EPA and GFOA all recommend that Reserve Funds be subject to oversight in accordance with Generally Accepted Accounting Practices and the municipality’s financial policies, generally through the budget process. There are Best Practices to guide these processes.

Question #6: How do we keep the Reserves from continuing to build at the expense of our rate/tax payers?

Answer: The Reserve Funds are built from the water/sewer rates, which are adjusted annually and linked to the budget and capital planning processes. This gives the governing body multiple opportunities to adjust the Reserve Funds to affordable levels, which address needs. Further, the governing body will receive financial reports, at least quarterly, which it can review in the context of the body’s established financial policies.

Question #7: What else can we do to bring some clarity to these matters?

Answer: All the resource agencies recommend as a Best Practice, that utilities have written, and codified financial policies, to guide decision making and accountability. The City of Homer has a number of financial policies, but they are not necessarily in the same place and some of the provisions are ambiguous enough to allow different interpretations, which can cause confusion and conflict. The City can review its financial policies to (1) fill in any blanks; (2) clarify any ambiguities; and (3) reconcile any conflicts.

Elements of Reserves in a Utility Fund

- **Operating Reserves** – These are cash reserves available to cushion the time lag between when billing happens and when bills are paid. Industry standards recommend having reserves totaling 60-90 days of operating and maintenance costs.

<u>Utility</u>	<u>Total Operating Costs</u>	<u>Recommended Operating Reserve</u>
Water	\$2,320,278	\$381,415 - \$572,040
Sewer	\$1,788,617	\$294,000 - \$441,000

- **Capital Contingency** – These funds pay for unexpected major repairs. Industry standards recommend an amount equal to 1-2% of the system’s fixed assets.

<u>Utility</u>	<u>Value of Fixed Assets¹</u>	<u>Recommended Capital Contingency</u>
Water	\$48,920,806	\$489,208 - \$978,416
Sewer	\$44,707,860	\$447,078 - \$894,157

- **Infrastructure Replacement Funding** – These funds are used to replace assets, in accordance with established planning documents, such as an Asset Management Plan, a Capital Improvement Plan and an Equipment Replacement Schedule. The numbers below represent numbers from the Draft Asset Management Plan.

<u>Utility</u>	<u>Reserve Required to Build Replacement Fund²</u>
Water	\$7,573,704
Sewer	\$5,280,544

- **Totals**

<u>Utility</u>	<u>I</u>	<u>II</u>	<u>III</u>	<u>IV</u>	<u>V</u>	<u>VI</u>
		<u>Operating Reserve</u>	<u>Capital Contingency</u>	<u>Minimum (II + III)</u>	<u>Infrastructure Replacement</u>	<u>Totals</u>
Water		\$572,000	\$978,416	\$1,550,416	\$7,573,704	\$9,124,120
Sewer		\$441,000	\$894,157	\$1,335,157	\$5,280,544	\$6,615,701

¹ From AML insurance worksheet showing 2019 value of City Building Assets

² From 2020 draft Asset Management Plan prepared by JAK

- **Debt Service Coverage** – This includes payments required to service debt as well as minimum levels of reserves required to cover bond covenants.

HAWSP Fund Debt Payment – principal & interest \$1,029,766/Year

- **Debt management** – Credit agencies don't like utilities to fund all their capital improvements with debt, but prefer that no more than 60% of a project is financed with debt.

POLICY MANUAL FOR THE WATER AND SEWER CAPITAL ASSET REPAIR AND MAINTENANCE ALLOWANCE "CARMA" FUNDS

Table of Contents

- I. Purpose
- II. Definitions
- III. Maximum Spending Limit and Spending Plan
- IV. Accounting Matters

I. PURPOSE

The City Council established Capital Asset Repair and Maintenance Allowance (CARMA) accounts for multiple City programs and departments within the General Fund. The intent of the City of Homer CARMA Funds is *"for appropriation and expenditure for equipment replacement, fleet replacement, engineering or planning services, major maintenance of city facilities, or any other purpose as identified and recommended by the City Manager and authorized by the City Council...and to extend the life and use of taxpayer funded assets, facilities and infrastructure."* (See Ordinance 19-35(S)(A). It is appropriate that the Water and Sewer Utilities, which operate as independent utilities, comport with the intent and policy set forth in Ordinance 19-35(S)(A). Thus, the City Council hereby establishes CARMA Funds for the Water and Sewer Utilities to fund improvements, repairs, and replacements to the City's existing water and sewer systems; that is, to benefit existing customers by keeping the utility systems in a state of good repair. CARMA Funds may be used for Capital Contingencies or Infrastructure Replacement.

Note: In addition to the Water and Sewer CARMA Funds, the City has a Homer Accelerated Water and Sewer Program (HAWSP). HAWSP is intended to fund projects, which extend systems or otherwise expand capacity to serve new customers as well as support public health in other ways. (See HAWSP Policy Manual for more information on the HAWSP.)

II. DEFINITIONS

- a. **Capital Contingency** – These funds pay for unexpected or unplanned major repairs. Industry standards recommend an amount equal to 1-2% of the system's fixed assets.

- b. **Capital Improvement Plan (CIP)** – A multi-year document that lays out priorities for capital projects, including descriptions of each project, rationale for why each project is needed, order of magnitude cost estimate, and other information about the project.
- c. **HART** – Homer Accelerated Roads and Trails program, a fund established by the voters of the City of Homer and funded by a voter-approved dedicated sales tax, intended to improve roads, sidewalks, and trails within the City of Homer, thereby improving property values and quality of life.
- d. **HAWSP** – Homer Accelerated Water and Sewer Program, a fund established by the voters of the City of Homer and funded by a voter-approved dedicated sales tax, intended to improve the health and welfare of the Citizens of Homer by connecting residences to City water and/or sewer, thereby increasing the number of users on the system, increasing property values, and improving the quality of life; the funds may also be used on other water and sewer infrastructure that expand the systems or protect the public health.
- e. **Infrastructure Replacement** – The replacement of assets, in accordance with established planning documents, such as an Asset Management Plan, a Capital Improvement Plan and an Equipment Replacement Schedule.
- f. **Operating Reserves** – These are cash reserves available to cushion the time lag between when billing happens and when bills are paid. Industry standards recommend having reserves totaling 30-45 days of operating and maintenance costs.
- g. **Unencumbered Fund Balance** – The balance within the Water and Sewer CARMA Funds that are not allocated to a project.
- h. **Water and Sewer System Improvements** – Any work, such as planning, design, or construction, etc., that improves the City’s water and sewer infrastructure, including, but not limited to, the extension, expansion, repair, or rehabilitation of
 - 1. The City’s water supply, raw water transmission lines, water treatment facilities, water storage facilities, water distribution lines, fire-fighting devices, and related or similar appurtenances.
 - 2. The City’s sewer collection lines, sewer lift stations, RV Dump Stations, wastewater treatment facilities, discharge outfall, and related or similar appurtenances.
 - 3. Other facilities related to providing public access to clean water and the sanitary disposal of human wastes to protect public health.

III. MAXIMUM SPENDING LIMITS AND SPENDING PLAN

- a. *“The amount of the CARMA funds shall be established by City Council in the biennial budget based on the projected maintenance and repair needs of the City.” (Ordinance 19-35(S)(A)).* This means CARMA funds are supported by an appropriate planning document, which forecasts needs for repair and maintenance.

- b. The Public Works Department shall, on an annual basis, submit for City Council review, separate Capital Improvement Plans for the Water and Sewer Utilities, which shall identify Major Capital Projects required to (i) keep the utilities in a state of good repair or (ii) expand capacity. These Plans shall include cost projections and rank the projects in order of need, applying the following criteria:
 1. Expands service to currently unserved areas.
 2. Addresses public health, safety, or regulatory changes.
 3. Improves, repairs, replaces, rehabilitates, or otherwise corrects deficiencies in existing utility systems.
 4. Is listed in another planning document adopted by the City Council, such as the citywide CIP, Water/Sewer Master Plan, Parks Capital Improvement Plan, etc.
 5. Reduces maintenance costs.
 6. Other factors deemed appropriate by the City Council.

- c. As part of the budget process, the City Council shall:
 1. Assess the health of the CARMA Funds in accordance with the City’s Financial Policies.
 2. Establish by ordinance a Maximum Spending Limit and a Spending Plan for the Water and Sewer CARMA Funds for the subject year. Once adopted the Maximum Spending Limits and Spending Plans may only be changed by the City Council.

IV. ACCOUNTING MATTERS

- a. The Water/Sewer CARMA Funds are built from a commodity-based fee, contained within the water/sewer tariff, which is deposited into separate accounts and managed as Retained Earnings. These fees may vary from year to year depending on need and as adopted by Council as part of the water/sewer rate-setting process.

- b. Water/Sewer CARMA Funds should be sufficient to cover the following elements:
 1. Operating Reserves
 2. Debt Service Coverage
 3. Capital Contingencies
 4. Infrastructure Replacement Funding
 5. Funding to comply with existing or projected bond covenants

- c. Interest, if any, generated from a CARMA Fund will remain in that Fund.

- d. The Finance Department shall, on a quarterly basis, submit for City Council review, financial statements showing the status of the Water and Sewer CARMA Funds.
- e. The City may, at its discretion waive allocations of General Fund Overhead expenses for projects funded by CARMA funds.
- f. Projects may be funded through the CARMA Funds, bonds, grants, or a combination of these or other funding mechanism that may be identified by the City.
- g. All projects funded by the CARMA Funds must comply with the provisions of HCC Titles 14, City of Homer Public Utility Systems, and 17, Public Assessments.
- h. CARMA and HAWSP funds may be used to jointly fund a project. CARMA funds should be used for portions of the project that improve, repair, or replace existing water or sewer infrastructure while HAWSP funds should be used for portions of the project that expand capacity or result in new water or sewer infrastructure.
- i. The City does not expect to fully capitalize the replacement of Major Projects, but to instead, leverage debt in accordance with the City's Financial Policies.

POLICY MANUAL FOR THE WATER AND SEWER CAPITAL ASSET AND MAINTENANCE ALLOWANCE "CARMA" FUNDS

Table of Contents

- I. Purpose
- II. Definitions
- III. Qualifying Project Criteria
- IV. Financing
- V. Maximum Spending Limit and Spending Plan

I. PURPOSE

The City Council established Capital Asset and Maintenance Allowance Funds for multiple City programs and departments, including the Water and Sewer utilities. The intent of the City of Homer Water and Sewer Capital Asset and Maintenance Allowance Funds ("CARMA Funds") is to fund improvements, repairs, and replacements to the City's existing water system and sewer systems; that is, to benefit existing customers by keeping the utility systems in a state of good repair.

In addition to the Water and Sewer CARMA Funds, the City has a Homer Accelerated Water and Sewer Program (HAWSP). HAWSP is intended to fund projects, which extend systems or otherwise expand capacity to serve new customers as well as support public health in other ways. (See HAWSP Policy Manual for more information on the HAWSP.)

II. DEFINITIONS

- a. **Capital Improvement Plan (CIP)** – A multi-year document that lays out priorities for capital projects, including descriptions of each project, rationale for why each project is needed, schedule and progress to date, and estimated total cost.
- b. **HAWSP** – Homer Accelerated Water and Sewer Program, a fund established by the voters of the City of Homer and funded by a voter-approved dedicated sales tax, intended to improve the health and welfare of the Citizens of Homer by connecting residences to City water and/or sewer, thereby increasing the number of users on the system, increasing property values, and improving the quality of life; the funds may also be used on other water and sewer infrastructure that expand the systems or protect the public health.

- c. **Unencumbered Fund Balance** – The balance within the Water and Sewer CARMA Funds that are not allocated to a project.
- d. **HART** – Homer Accelerated Roads and Trails program, a fund established by the voters of the City of Homer and funded by a voter-approved dedicated sales tax, intended to improve roads, sidewalks, and trails within the City of Homer, thereby improving property values and quality of life.
- e. **Water and Sewer System Improvements** – Any work, such as planning, design or construction, etc., which improves the City’s water and sewer infrastructure, including, but not limited to, the extension, expansion, repair or rehabilitation of
 - 1. The City’s water supply, raw water transmission lines, water treatment facilities, water storage facilities, water distribution lines, fire-fighting devices, and related or similar appurtenances.
 - 2. The City’s sewer collection lines, sewer lift stations, RV Dump Stations, waste water treatment facilities, discharge outfall and related or similar appurtenances.
 - 3. Other facilities related to providing public access to clean water and the sanitary disposal of human wastes to protect public health.
- f. **Major Capital Project** – A project that exceeds \$1.1 million in value, which cannot be executed in an incremental fashion.

III. QUALIFYING PROJECT CRITERIA

- a. All projects will be authorized only after a public hearing pursuant to HCC Title 17.
- b. All projects using funds from the Water/Sewer CARMA Funds must meet at least three of the following criteria:
 - 1. Is located within the City limits.
 - 2. Addresses public health, safety or regulatory changes.
 - 3. Improve, repairs, replace, rehabilitate or otherwise correct deficiencies in existing water or sewer facilities
 - 4. Is listed a planning document adopted by the City Council, such as the citywide CIP, Water or Sewer CIPs, or Water/Sewer Master Plan.
 - 5. Reduces maintenance costs.
 - 6. Other factors deemed appropriate by the City Council.

IV. FINANCING

- a. Projects may be funded through the CARMA Funds, bonds, grants, or a combination of these or other funding mechanism that may be identified by the City.

- b. All projects funded by the CARMA Funds must comply with the provisions of HCC Titles 14 and 17.
- c. The Council shall review the CARMA Funds during the budget process.
- d. City Council shall assess the health of the CARMA Funds prior to approving a new project.
- e. Interest, if any, generated from a CARMA Fund will remain that Fund.
- f. The City shall not charge the CARMA Funds for General Fund Overhead.
- g. CARMA and HAWSP funds may be used to jointly fund a project. CARMA funds should be used for portions of the project that improve, repair, or replace existing water or sewer infrastructure while HAWSP funds should be used for portions of the project that expand capacity or result in new water or sewer infrastructure.

V. MAXIMUM SPENDING LIMITS AND SPENDING PLAN

- a. The Finance Department shall, on an annual basis, submit for City Council review, financial statements showing the status of the Water and Sewer CARMA Funds.
- b. The Public Works Department shall, on an annual basis, submit for City Council review, separate Capital Improvement Plans for the Water Utility and Sewer Utility, which shall identify Major Capital Projects required to (i) keep the utilities in a state of good repair or (ii) expand capacity. These Plans shall include cost projections and rank the projects in order with need.
- c. The City Council will, upon review of the documents described above, establish, by ordinance a Maximum Spending Limit and a Spending Plan for the Water and Sewer CARMA Funds for the subject year. Once adopted the Maximum Spending Limits and Spending Plans may only be changed by the City Council



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Memorandum 20-165

TO: Mayor Castner and Homer City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Elizabeth Walton, Finance Director
DATE: October 6, 2020
SUBJECT: Water and Sewer Rate Model – Rate Scenarios

There has been some interest in performing a what-if analysis on adjusting the reserve requirement and its implications on the utility rates. Staff spent time identifying a couple different scenarios that aligned with previous council conversations. Below are descriptions on four different rate scenarios. Included as supplemental information to this memo are detailed rate models for each scenario and a comparison chart. This chart compares each of the proposed rates with our existing 2020 rate.

Scenario 1 – Maintain Current Rate Model (15% Reserve Requirement)

This scenario keeps everything status quo and utilizes a 15% reserve requirement. All other line items and definitions remain consistent with the original proposed model.

The model under these terms proposes the following rates:

Water Rates:

Commodity (per gal): \$0.0133

Bulk (per gal): \$0.0173

Monthly Fees: \$13

Sewer Rates:

Non-Lift Station: \$0.0157

Lift Station: \$0.0256

Scenario 2 – Utilize Current Rate Model, Amend to 10% Reserve Requirement

This scenario utilizes rate model, but amends the reserve requirement to 10% (instead of the original 15%). All other line items and definitions remain consistent with the original proposed model.

The model under these terms proposes the following rates:

Water Rates:

Commodity (per gal): \$0.0126

Bulk (per gal): \$0.0166

Monthly Fees: \$13

Sewer Rates:

Non-Lift Station: \$0.0149

Lift Station: \$0.0247

Scenario 3 – Utilize Current Rate Structure, Amend Inputs to match 2021 Budgeted Costs

This scenario utilizes current rate model structure, but amends inputs to match the adopted 2021 budgeted costs. The following line items in the water model were adjusted to match the budget: total revenue required, reserve requirement and service fee deduction. The hydrant rents line item is amended, as it is a fraction of the total revenue required. All other line items and definitions remain consistent with the original proposed model.

The model under these terms proposes the following rates:

Water Rates:

Commodity (per gal): \$0.0130

Bulk (per gal): \$0.0170

Monthly Fees: \$14

Sewer Rates:

Non-Lift Station: \$0.0148

Lift Station: \$0.0249

Scenario 4 – Utilize Current Rate Model, Amend to 2021 Budgeted Reserve Transfer

This scenario utilizes the current rate model, but amends the reserve requirement to match the FY21 budgeted reserve transfer (instead of the original 15%). All other line items and definitions remain consistent with the original proposed model.

The model under these terms proposes the following rates:

Water Rates:

Commodity (per gal): \$0.0127

Bulk (per gal): \$0.0167

Monthly Fees: \$13

Sewer Rates:

Non-Lift Station: \$0.0138

Lift Station: \$0.0237

Current Rates:

To provide additional context our current rates are as follows:

Water Rates:

Commodity (per gal): \$0.0132

Bulk (per gal): \$0.0172

Monthly Fees: \$13

Sewer Rates:

Non-Lift Station: \$0.0145

Lift Station: \$0.0224

Recommendation:

Without a detailed analysis on the budgetary implications of changing the inputs of the rate model it would seem to be worth considering Scenario 3, as it would further connect the model with our budget.

Future considerations should be given to adjusting the schedule of water/sewer rate passage. Some efficiencies could be found in timing the rate setting discussion around our budget schedule.

Scenario 1 - Rate Calculations

WATER Rate Model	
Revenues	
2020 Total Revenue Required - Water	\$ 1,911,348
15% Reserve Requirement	286,702
Deduct Portion Collected through Service Fee	(286,547)
Hydrant Rents (10% of Total)	(95,567)
Surplus Water Sales (Bulk) surcharge only	(67,796)
Revenue Required for Commodity Rate Calculation	\$ 1,748,140
Water Consumption (Gallons)	
Total Estimated Water Sales	131,000,000
Water Rates:	
Commodity Rate (per gal)	\$ 0.0133
Bulk Rate (per gal)	\$ 0.0173
Monthly Fees	\$ 13
Consumption Additional Information:	
FY19 Gross Meters Water Sales (Gallons)	131,478,500
SEWER Rate Model	
Revenues	
2020 Total Operating Revenue Required - Sewer	\$ 1,627,400
15% Reserve Requirement	244,110
Lift Stations Costs	(217,160)
Pumping Fee	(10,050)
Dumping Station Fees	(5,978)
Multi-Units and K-city (\$5/unit/mo.)	(70,320)
Revenue Required for Commodity Rate Calculation	\$ 1,568,002
Sewer Usage (Gallons)	
Projected Billable Volume	78,000,000
Projected Billable Volume - Lift Zone Only	22,000,000
Total Projected Billable Volume	100,000,000
Sewer Rate	
Non-Lift Station Rate	\$ 0.0157
Lift Station Rate	\$ 0.0256
Lift Station Additional Information:	
FY 19 Actually Billed Gallons (Lift Station Zone Only)	21,706,300

Scenario 2 - Rate Calculations

WATER Rate Model	
Revenues	
2020 Total Revenue Required - Water	\$ 1,911,348
10% Reserve Requirement	191,135
Deduct Portion Collected through Service Fee	(286,547)
Hydrant Rents (10% of Total)	(95,567)
Surplus Water Sales (Bulk) surcharge only	(67,796)
Revenue Required for Commodity Rate Calculation	\$ 1,652,573
Water Consumption (Gallons)	
Total Estimated Water Sales	131,000,000
Water Rates:	
Commodity Rate (per gal)	\$ 0.0126
Bulk Rate (per gal)	\$ 0.0166
Monthly Fees	\$ 13
Consumption Additional Information:	
FY19 Gross Meters Water Sales (Gallons)	131,478,500
SEWER Rate Model	
Revenues	
2020 Total Operating Revenue Required - Sewer	\$ 1,627,400
10% Reserve Requirement	162,740
Lift Stations Costs	(217,160)
Pumping Fee	(10,050)
Dumping Station Fees	(5,978)
Multi-Units and K-city (\$5/unit/mo.)	(70,320)
Revenue Required for Commodity Rate Calculation	\$ 1,486,632
Sewer Usage (Gallons)	
Projected Billable Volume	78,000,000
Projected Billable Volume - Lift Zone Only	22,000,000
Total Projected Billable Volume	100,000,000
Sewer Rate	
Non-Lift Station Rate	\$ 0.0149
Lift Station Rate	\$ 0.0247
Lift Station Additional Information:	
FY 19 Actually Billed Gallons (Lift Station Zone Only)	21,706,300

Scenario 3 - Rate Calculations

WATER Rate Model	
Revenues	
2021 Total Revenue Required - Water	\$ 1,962,599
Reserve Requirement - 2021 Budgeted Transfer	206,071
Deduct Portion Collected through Service Fee	(301,116)
Hydrant Rents (10% of Total)	(98,130)
Surplus Water Sales (Bulk) surcharge only	(67,796)
Revenue Required for Commodity Rate Calculation	\$ 1,701,629
Water Consumption (Gallons)	
Total Estimated Water Sales	131,000,000
Water Rates:	
Commodity Rate (per gal)	\$ 0.0130
Bulk Rate (per gal)	\$ 0.0170
Monthly Fees	\$ 14
Consumption Additional Information:	
FY19 Gross Meters Water Sales (Gallons)	131,478,500
SEWER Rate Model	
Revenues	
2021 Total Operating Revenue Required - Sewer	\$ 1,734,023
Reserve Requirement - 2021 Budgeted Transfer	54,594
Lift Stations Costs	(222,021)
Pumping Fee	(10,050)
Dumping Station Fees	(6,156)
Multi-Units and K-city (\$5/unit/mo.)	(70,320)
Revenue Required for Commodity Rate Calculation	\$ 1,480,070
Sewer Usage (Gallons)	
Projected Billable Volume	78,000,000
Projected Billable Volume - Lift Zone Only	22,000,000
Total Projected Billable Volume	100,000,000
Sewer Rate	
Non-Lift Station Rate	\$ 0.0148
Lift Station Rate	\$ 0.0249
Lift Station Additional Information:	
FY 19 Actually Billed Gallons (Lift Station Zone Only)	21,706,300

Scenario 4 - Rate Calculations

WATER Rate Model	
Revenues	
2020 Total Revenue Required - Water	\$ 1,911,348
Reserve Requirement - 2021 Budgeted Transfer	206,071
Deduct Portion Collected through Service Fee	(286,547)
Hydrant Rents (10% of Total)	(95,567)
Surplus Water Sales (Bulk) surcharge only	(67,796)
Revenue Required for Commodity Rate Calculation	\$ 1,667,509
Water Consumption (Gallons)	
Total Estimated Water Sales	131,000,000
Water Rates:	
Commodity Rate (per gal)	\$ 0.0127
Bulk Rate (per gal)	\$ 0.0167
Monthly Fees	\$ 13
Consumption Additional Information:	
FY19 Gross Meters Water Sales (Gallons)	131,478,500
SEWER Rate Model	
Revenues	
2020 Total Operating Revenue Required - Sewer	\$ 1,627,400
Reserve Requirement - 2021 Budgeted Transfer	54,594
Lift Stations Costs	(217,160)
Pumping Fee	(10,050)
Dumping Station Fees	(5,978)
Multi-Units and K-city (\$5/unit/mo.)	(70,320)
Revenue Required for Commodity Rate Calculation	\$ 1,378,486
Sewer Usage (Gallons)	
Projected Billable Volume	78,000,000
Projected Billable Volume - Lift Zone Only	22,000,000
Total Projected Billable Volume	100,000,000
Sewer Rate	
Non-Lift Station Rate	\$ 0.0138
Lift Station Rate	\$ 0.0237
Lift Station Additional Information:	
FY 19 Actually Billed Gallons (Lift Station Zone Only)	21,706,300

City of Homer
 Water and Sewer Rates Comparison
 Presented October 12, 2020

	Average Volume City Hall				High Volume Library				Lift Station (Year-Round) Port & Harbor - Maintenance					
	Scenario 1 3800	Scenario 2 3800	Scenario 3 3800	Scenario 4 3800	Existing 6600	Scenario 1 6600	Scenario 2 6600	Scenario 3 6600	Scenario 4 6600	Existing 1800	Scenario 1 1800	Scenario 2 1800	Scenario 3 1800	Scenario 4 1800
Consumption	3800	3800	3800	3800	6600	6600	6600	6600	6600	1800	1800	1800	1800	1800
Water Rate	0.0132	0.0133	0.0126	0.0130	0.0132	0.0133	0.0126	0.013	0.0127	0.0132	0.0133	0.0126	0.013	0.0127
Sewer Rate	0.0145	0.0157	0.0149	0.0148	0.0145	0.0157	0.0149	0.0148	0.0138	0.0224	0.0256	0.0247	0.0249	0.0237
Charges:														
Water	50.16	50.54	47.88	49.40	87.12	87.78	83.16	85.80	83.82	23.76	23.94	22.68	23.40	22.86
Sewer	55.10	59.66	56.62	56.24	95.7	103.62	98.34	97.68	91.08	40.32	46.08	44.46	44.82	42.66
Service	13	13	13	14	13	13	13	14	13	13	13	13	14	13
Total Bill	\$ 118.26	\$ 123.20	\$ 117.50	\$ 119.64	\$ 195.82	\$ 204.40	\$ 194.50	\$ 197.48	\$ 187.90	\$ 77.08	\$ 83.02	\$ 80.14	\$ 82.22	\$ 78.52
Impact		\$ 4.94	\$ (0.76)	\$ 1.38	\$	\$ 8.58	\$ (1.32)	\$ 1.66	\$ (7.92)	\$	\$ 5.94	\$ 3.06	\$ 5.14	\$ 1.44