

Office of the City Clerk

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M E M O R A N D U M – A G E N D A C H A N G E S / S U P P L E M E N T A L P A C K E T

TO: MAYOR HORNADAY AND HOMER CITY COUNCIL
FROM: JO JOHNSON, CMC, CITY CLERK 
DATE: MARCH 12, 2012
SUBJECT: A G E N D A C H A N G E S A N D S U P P L E M E N T A L P A C K E T

PUBLIC COMMENTS ON ANY ITEM ON THE AGENDA

Written comments on natural gas pipeline

Page 1

RESOLUTIONS

Resolution 12-018, A Resolution of the City Council of Homer, Alaska, Amending the City of Homer Fee Schedule to Provide that a Multifamily Residential Account Customer is Charged Only a Single Monthly Sewer and Water Customer Charge. Hogan.

Multi-Family Unit Water Rates for Other Communities on the Peninsula Page 3
Current and Proposed Charges for Water for Multi-Family Properties in Homer Page 5

Resolution 12-021, A Resolution of the City Council of Homer, Alaska Approving the Establishment of a Campground Host Program in City Parks and Authorizing the City Manager to Execute the Appropriate Documents and Initiate the Program. City Manager/Parks and Recreation Advisory Commission.

Revised Campground Host – Volunteer Program Provisions (Atty. Klinkner) Page 9

RECOMMENDATION:

Voice consensus to changes under Agenda Approval.

Fiscal Note: N/A

Jo Johnson

From: Shelly Erickson [homerunoil@alaska.net]
Sent: Thursday, March 08, 2012 4:31 PM
To: Jo Johnson
Subject: Fw: Natural Gas Pipeline

----- Original Message -----

From: Shelly Erickson
To: clerk@cityofhomer-ak.gov
Sent: Thursday, March 08, 2012 3:59 PM
Subject: Natural Gas Pipeline

To the Mayor and City Council,

I am adamantly opposed for the City and or State to fund the infrastructure for Enstar. They are private enterprise and should have to pay for their own infrastructure as every other business does.

I do not oppose natural gas coming to Homer as long as the company reaping the profits from Homer pay their own infrastructure cost and that cost is passed along to their consumers.

There has been talk of natural gas coming to Homer for over 30 years. If it was a viable market, Enstar would have been here years ago. The fact that they are not willing to pay for the infrastructure speaks to the lack of profitability. Private enterprise is looking out for their bottom line. Government stepping in because we have an emotional attachment to this issue, not wanting to look at the hard facts; is not in the City's best interest.

The poor people having trouble paying their utilities this winter will not be able to afford to convert to natural gas. Is the City wanting to pay for their conversions too? The estimated cost to recoup the hookup depending on your homes usage of any type of heat is between 5 - 15 years. Other cities that have had natural gas come into their communities, within a couple years find that natural gas is higher than what they converted from; this is a common story that I am told.

We have well established businesses that have year round employees. These businesses have put themselves at financial risk and guarantees to be here. If the natural gas pipeline is expanded to Skyline due to the city pushing to make it happen via government, you will see a substantial loss of year round jobs due to loss of business for the businesses that are already here, (my estimate is at least 2 people per company from talking to other businesses in other communities). The businesses here who give to our town financially will not have the resources to donate. It is not in the city's best interest to drive our businesses out of town by helping to finance this project, and causing the decline of their businesses. Healthy competition is good, but government interference does not promote healthy competition. It is not right to make the businesses have to pay for their competition by any means. Is the City intending to be our businesses competition? In making this infrastructure happen you will have in fact, become part of this unfair, unhealthy competition.

I have been told that new businesses won't come to Homer because we don't have natural gas. I believe that the cost of freight and travel far out-weighs the cost of heating. There are many reasons that businesses do not come to Homer. Natural gas is not the only factor why they don't come and thus should not be a major reason for the City to pursue this pipeline. If we want new businesses, we need to get our goods and services coming over the deep water dock, fix the Sterling Highway and get the train coming here from Anchorage.

If people are forced to pay for the pipeline to go across their property whether they want it or not, I believe there will be an exodus from people wanting to get out from under the undue taxation and out of the city limits. The people I have talked with, do not want the pipeline as they do not see it being cost effective for them. Many have stated that they do not think the City or State should fund it, and feel that Enstar needs to pay for their own infrastructure.

It is not right for the city to put itself and it's people in a financial situation where the company they are promoting, can not guarantee that they will have the gas that Homer needs. Enstar not committing to pay for its own infrastructure may be due to many things. This makes me very cautious of what are the hidden cost and issues that have kept them from

**How Do the Water ~~and Sewer~~ Rates
in Other Communities on the Peninsula
Treat Multi-Family Units?**

Homer Residential Multi-Family (Duplexes on up) treated the same as Single Family Residential (same monthly customer charge and consumption rate)

Kenai Single family residential units are billed the same monthly charge as apartment units (City of Kenai Water and Sewer Rate Study 2/7/2011)

Seward Single Family Residence = 1 ERU (Equivalent Residential Unit)
Duplex = 2 ERU; Triplex or greater = .75 ERU

“when the entire water service to a multiplex or apartment building is billed to one account, the charge will be based on total number of living units (whether occupied or not).” (City of Seward Water Tariff – effective 1/1/11)

Soldotna Duplexes are charged a flat un-metered rate on a per unit basis; at the end of the rate transition period (2015), duplex rates will be 60% of the single family rate per living unit. Multi-family customers are either metered or un-metered. The unmetered rate is based on 40% of the single family unmetered rate. (City of Soldotna Water and Sewer Rate Study - 2011)

CITY OF HOMER
MULTI-FAMILY PROPERTIES SERVED BY WATER/SEWER

CURRENT CHARGES

Street Name	Address	Bldg	Units	Gallnage for 2010	Month Avg	Water Ser Charge	Sewer Ser Charge	Sewer Sbr Charge	Total
Alder Ln	5041	Tri-Plex	3	91,000	7,583	25	86.45	20	95.85
Bartlett St	3954	4-Plex	4	108,200	9,017	25	102.79	20	113.97
Bartlett St	4030	4-Plex	4	100,400	8,367	25	95.38	20	105.75
Bartlett St	4009	Houses	2	50,600	4,217	25	48.07	20	59.30
Bartlett St	4048	Apts	14	141,000	11,750	25	133.95	20	148.52
Bay Ave.	1199	Duplex	2	29,100	2,425	25	27.65	20	30.65
Bay Ave.	1349	Houses	2	24,800	2,067	25	23.56	20	26.12
Bay Ave.	1363	Apts	6	118,800	9,883	25	112.67	20	124.93
Bay Ave.	1477	Houses	2	60,000	5,000	25	57.90	20	63.20
Bay Ave.	1393	Duplex	2	161,800	13,483	25	159.71	20	170.45
Beluga Cir	3990	4-Plex	4	84,600	7,050	25	80.37	20	89.11
Ben Walters Ln	4014	Apts	8	145,300	12,108	25	138.04	20	153.05
Ben Walters Ln	4014	Apts	8	302,300	25,192	25	287.19	20	318.42
Ben Walters Ln	4014	Apts	12	287,000	23,917	25	272.65	20	302.31
Ben Walters Ln	4014	Apts	8	264,700	22,058	25	251.47	20	278.82
Ben Walters Ln	3894	Duplex	2	65,700	5,475	25	62.42	20	69.20
Ben Walters Ln	3873	4-Plex	4	197,600	16,467	25	187.72	20	208.14
Bonanza Ave	542	Houses	2	28,800	2,400	25	27.36	20	30.34
Calhoun Ct	4350	Duplex	2	66,600	5,550	25	63.27	20	70.15
Calhoun Ct	4351	Duplex	2	27,100	2,258	25	25.75	20	28.55
Cityview Ave	195	6-Plex	6	155,000	12,917	25	147.25	20	163.27
Cityview Ave	209	6-Plex	6	61,400	5,117	25	58.33	20	64.67
Cityview Ave	122	Duplex	2	34,200	2,850	25	30.61	20	34.02
Crittenden	3539	Duplex	2	63,800	5,317	25	60.61	20	67.20
E Bayview Ave	349	4-Plex	4	92,600	7,717	25	87.97	20	97.54
E Bayview Ave	201	Duplex	2	39,500	3,292	25	37.33	20	41.61
E Bayview Ave	123	Duplex	2	77,100	6,425	25	73.25	20	81.21
E Bayview Ave	106	5-Plex	5	144,700	12,058	25	137.47	20	152.42
E Burnell Ave	127	Duplex	2	50,500	4,208	25	47.98	20	53.19
E Burnell Ave	128	Tri-Plex	3	74,700	6,225	25	70.97	20	78.68
E Fairview Ave	357	4-Plex	4	38,000	3,167	25	36.10	20	40.08
E St.	3268	Duplex	2	60,500	5,042	25	57.48	20	63.73
Early Spring St	4765	3-Plex	3	95,700	7,975	25	90.92	20	100.80
East End Rd	3427	Cabins	6	124,700	10,392	25	118.47	20	131.35
East Hill Rd	4456	Houses	2	52,000	4,333	25	49.40	20	54.77
East Hill Rd	4459	Duplex	2	75,500	6,292	25	71.73	20	79.13
Heath St	3850	Cabins	6	155,700	12,975	25	147.92	20	161.00
Heath St	4033	Duplex	2	117,600	9,800	25	111.72	20	123.87
Hamdon St	213	6-Plex	6	156,300	13,025	25	148.49	20	164.64
Hamdon St	229	6-Plex	6	122,900	10,242	25	116.76	20	129.45
Hamdon St	253	6-Plex	6	128,300	10,692	25	121.89	20	135.14
Hamdon St	277	6-Plex	6	91,200	7,600	25	86.64	20	96.06
Hamdon St	250	??	10	794,200	61,183	25	697.49	20	772.36
Hillfair Ct	1003	Duplex	2	38,800	3,233	25	36.86	20	40.87
Hillview Pl	2521	6-Plex	6	61,100	5,092	25	58.05	20	64.36

PROPOSED CHARGES

Water Ser Charge	Sewer Ser Charge	Sewer Sbr Charge	Total	Mo Dif	Annual
75	35.52	60	272.30	16.82	201.85
100	49.85	80	261.76	47.99	575.87
100	36.38	80	246.13	54.26	651.14
50	18.64	40	146.97	4.31	51.71
350	51.94	280	327.47	471.61	5,659.35
50	10.75	40	103.30	21.60	259.19
50	9.52	40	94.68	25.06	300.68
150	45.68	120	282.60	129.63	1,555.51
50	22.10	40	165.20	(3.25)	(39.00)
50	59.66	40	369.14	(85.11)	(1,021.37)
100	31.16	80	214.48	66.97	803.61
100	39.52	160	356.08	198.15	2,377.86
200	111.51	160	650.61	71.90	862.80
300	105.71	240	619.96	264.20	3,170.45
200	97.50	160	375.28	102.14	1,225.65
50	20.20	40	176.62	(7.83)	(94.01)
100	72.74	80	440.86	(23.90)	(286.84)
50	10.61	40	102.70	21.84	262.08
50	24.83	40	178.42	(8.56)	(102.69)
50	9.91	40	99.29	23.21	278.49
150	57.09	120	355.52	100.35	1,204.25
150	22.62	120	168.00	175.62	2,107.49
50	12.60	40	113.51	17.50	209.97
40	25.50	40	172.81	(6.31)	(75.67)
100	39.11	80	290.51	60.53	726.41
50	14.85	40	124.13	13.24	158.83
50	28.40	40	199.46	(17.00)	(204.02)
125	53.30	100	394.88	63.64	763.65
50	15.60	40	146.17	4.39	52.67
75	27.51	50	194.65	29.93	359.15
100	14.09	80	121.13	104.44	1,253.30
50	22.28	40	166.29	(3.65)	(48.83)
25	35.25	40	236.72	13.04	156.50
150	45.93	120	294.82	124.72	1,496.65
50	19.15	40	149.17	3.18	38.20
50	27.81	40	196.25	(15.71)	(188.58)
150	57.35	120	356.92	99.79	1,197.50
50	48.32	40	280.59	(49.57)	(594.84)
150	57.87	120	358.12	99.31	1,191.71
150	45.27	120	291.21	126.17	1,514.02
150	49.26	120	302.03	121.83	1,461.91
150	33.50	120	227.70	151.66	1,819.92
250	270.19	200	1,515.85	(185.42)	(2,725.03)
50	14.25	40	122.73	13.80	165.58
150	25.11	120	167.40	175.87	2,110.39

CAMPGROUND HOST - VOLUNTEER PROGRAM

POLICY

The City of Homer encourages the use of volunteers as Campground Hosts at all City campgrounds. A Campground Host must comply with all State and federal Laws and Homer City Code provisions applicable to the City owned park or recreational area to which the Campground Host is assigned. Campground Host Policy and Procedure Volunteer Program and 23.01-02 Supplement City of Homer Campground Host Program - establish the process of application and approval for campground hosts.

Hospitality is the most important function of Campground Hosts. Their duties include, but are not limited to the following:

- Extend a warm welcome to campground visitors.
- Maintain a friendly presence
- Provide answers to questions and information regarding local attractions
- Assuring visitors a comfortable enjoyable stay and enhance the quality of their outdoor-recreation experience.

Campground Host duties will supplement the City staff.

The Parks Maintenance Coordinator is the City employee responsible for overseeing the Campground Host Program. This employee is designated as such by the Public Works Director or City Manager. The Parks Maintenance Coordinator needs to be available and knowledgeable of the services and activities to be provided by the Campground Host. The Parks Maintenance Coordinator is responsible for the following:

- Collecting the Campground Host Activity Report on a weekly basis
- Ensuring the Campground Host Expenditure and Cash reports are completed and provided to Administrative Support for processing.
- Completing an evaluation of the Campground Host's performance upon the Host's departure and submitting to Personnel to be included in the Host's file.
- Receiving the Host's feedback on the Host's experience, including any needed major repair or replacement of campground fixtures and equipment.

PROCEDURE

Number of Campground Hosts

Normally, one Campground Host couple or family at a time will be assigned to a campground. Two Campground Host couples or families may be assigned to a campground with approval by the Public Works Director or City Manager of a written request by the Parks Maintenance Coordinator explaining the factors supporting the request. Factors such as the following may justify a second Campground Host:

- Campground occupancy rate
- Unique campground configuration
- Large numbers of special events

Timetables

Campground Hosts are required in campgrounds during the prime camp season months of June, July August and September. Hosts on-site during the months of May and October, while beneficial, are optional to campground management. The Parks Maintenance Coordinator may recommend to the Public Works Director or City Manager that Hosts be assigned to a campground beyond the prime months of the camp year, based upon a specific need at that campground.

Selection and Application Process

Campground Host applications may be submitted from September 1st through April 30th prior to the camping season. No applications will be accepted from May 1 through August 31st.

- Applicants must be at least 21 years of age.
- Applicants must submit a Volunteer Campground Host Application and Volunteer Release and Waiver of Liability Form.
- An application must be submitted for each person who will reside at the Campground Host site for more than three days.
- Applicant(s) interviews and selection will be conducted by the Parks Maintenance Coordinator, Personnel, Public Works Director, City Manager or other person as designated.
- Personnel staff will complete the criminal history background check on the applicant(s).
- Once an "approval to hire" comes back from the criminal history check, the Parks Maintenance Coordinator will be advised and has 60 days to notify the potential host of his/her/their assignment. A criminal history check does not have to be repeated unless the applicant returns the following year or the unit supervisor/manager thinks it necessary to do one before that.
- The Personnel office will notify the Parks Maintenance Coordinator and subsequently the Public Works Director or City Manager of any problem discovered during criminal history checks.
- Hosts may not begin service until the required forms are on file and the criminal history check is conducted.
- Unsuccessful applicants must be notified in writing by Personnel.
- A new application is needed for each calendar year.
- Individuals chosen to serve as Hosts are not guaranteed selection for a succeeding year.

Employees are not eligible to be Campground Hosts. Campground Hosts who have an immediate relative (parent, sibling, child) serving as a full-time or seasonal employee assigned to a specific park cannot serve as Host.

Volunteer Release and Waiver of Liability Form

A copy of the Volunteer Release and Waiver of Liability Form will be provided to the Parks Maintenance Coordinator to keep on file for the individual parks.

Orientation

All Hosts are required to attend a Campground Host orientation program at the commencement of their service. Failure of Hosts to attend the orientation program will result in termination of Host assignments.

Length of Service

All Campground Host schedules are assigned by the Parks Maintenance Coordinator based on the needs of the park or recreational area and request of the host.

- The intent is to schedule a Host for no less than four consecutive weeks at a time.
- Hosts wishing to serve another season are to complete the Campground Host Application and submit it to Personnel.
- Campground Hosts scheduled for more than eight continuous weeks, at a particular park or recreational area in a single season are limited to a maximum term of three consecutive years at that park.
- Exceptions to the minimum or maximum time periods must be recommended by the Parks Maintenance Coordinator and approved by the Public Works Director or City Manager.

Scheduling

Being a Campground Host represents a major commitment of time. A minimum of 30 hours per week is to be contributed to each park or recreational area by the Campground Host.

Campground Host on-duty and off-duty hours shall be mutually agreed upon by the Host and the Parks Maintenance Coordinator. Hosts are required to provide services based on their units' needs, including weekends and holidays. On-duty and off-duty hours should be posted in a visible location at the Host site.

Additional days off and other changes in scheduling will be subject to the Public Works Director or City Manager approval.

Hosts may not be scheduled to relieve paid employees on breaks.

Uniforms

No uniforms are required or provided to Campground Hosts.

Host Expenditures

The Parks Maintenance Coordinator is required to track expenditures of each Host on the Campground Host Expenditure and Cash Report Form. This form must be kept with all verifying receipts in the administrative files, in compliance with City records retention schedules. In addition, copies of the expenditure reports must be submitted upon request to the Parks Maintenance Coordinator at the end of season.

Campsite

The Park Maintenance Coordinator will designate the Campground Host site in each campground. There will be no charge for the Campground Host's use of this site and campground facilities. The site is to be in a highly visible area, such as a location near the campground entrance or across from a campground restroom building. The Campground Host site should not be located on a high demand campsite. Campground Hosts must provide their own camping unit, equipment, and personal items.

The Host campsite must be kept neat and clean at all times.

The Park Maintenance Coordinator will provide the Host campsite with the following:

1. "Campground Host" sign
2. Bulletin Board or Eraser Board.
3. "On Duty/Off Duty" sign
4. Display rack or table for brochures, maps, etc.
5. Electricity (if available), Water (if available)

Visitors to Host's Campsite

Guest visits and lengths of stay must not interfere with the Host's duties. The only people, who may

reside on the Host campsite for more than 3 days, are those on the application.

Equipment

Campground Hosts will be provided the equipment necessary to provide the required maintenance and janitorial services at the park or recreational area they are hosting.

Duties

Campground Hosts duties will supplement the staff by assisting and directing visitors to a campsite, explaining camping fees, collecting camping fees, assisting with camping activities, supply visitors with information, light maintenance and repair of facilities and trash pickup and removal; cleaning of restrooms and campsites as they are vacated. Specific Host duties can vary with assignment, and include but are not limited to janitorial, building and/or grounds maintenance.

The following Campground Hosts activities contribute to the 30 weekly service hours for Hosts:

- Periodic Tour and Inspection of Campground
- Maintain Bulletin Board at Host site with local activities listed
- Assist in "Green Initiatives" efforts (i.e. recycling programs)
- Create and/or Update Local Attractions/Services Directory.
- Points or places of recreational interest within/outside the park
- Camping supply outlets outside the park
- Faith-based organization locations
- Maps of the local area and local phone books
- Hospital/medical resources nearby and contact information
- Emergency responder services and contact information
- Weather service providers in the area
- Emergency evacuation plans for the park

Activity Report

Hosts are required to complete a weekly Campground Host Activity Report to be provided to the Parks Maintenance Coordinator

Parks Maintenance Coordinator will provide a summary monthly to Public Works Director and City Manager for inclusion in his reports to City Council.

Liability

While a volunteer is serving in the capacity of a Campground Host, he/she has the same immunity from civil liability as a City employee.

Injuries/Accidents

At the time of an injury/accident, Campground Hosts must notify the Parks Maintenance Coordinator and Personnel. Medical cases will be reviewed on an individual basis by the Personnel Director. Reports will be filed the same as for City employees.

Prohibited Acts

- 1 Campground Hosts will not operate city vehicles or equipment (trucks, gators, golf carts, etc.) without Public Works Director approval.
- 2 Campground Hosts have no law enforcement authority. Infractions of City Code and/or State and Federal law and policies are to be reported to the Homer Police Department as soon as possible.
- 3 Personal gifts and gratuities will not be accepted.

Departure

All equipment and specified items must be returned when the Campground Host volunteer assignment has ended.

Evaluations may be completed by the Campground Host and Parks Maintenance Coordinator as frequently as desired but must be done at the completion of the agreed upon assignment. Completed evaluations are to be kept in the Personnel Office and available upon request by the Public Works Director or City Manager or his/her designee.