

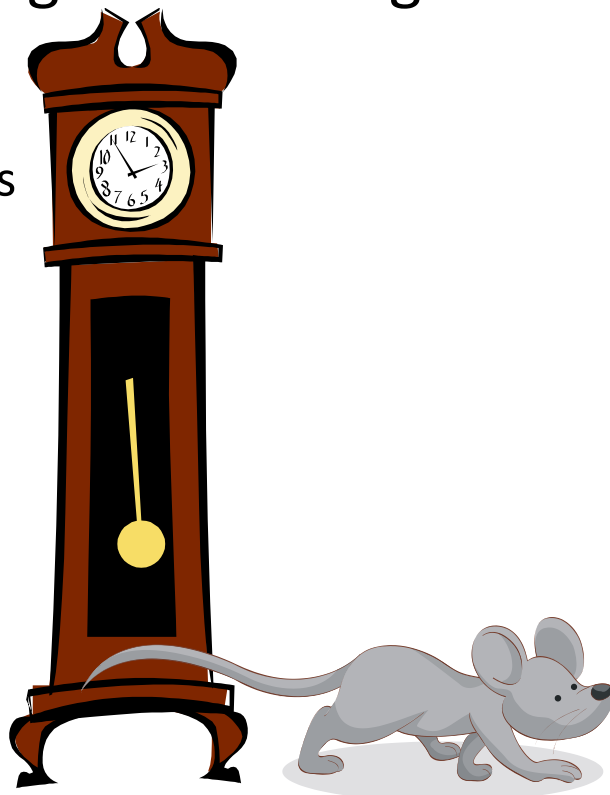
City Council
December 9, 2013
Monday



Special Meeting 4:00 P.M.
Committee of the Whole 5:00 P.M.
Regular Meeting 6:00 P.M.

Cowles Council Chambers
City Hall
491 E. Pioneer Avenue
Homer, Alaska

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December 2013/January 2014



Monday 9th	CITY COUNCIL Special Meeting 4:00 p.m., Committee of the Whole 5:00 p.m., and Regular Meeting 6:00 p.m.
Tuesday 10th	LIBRARY ADVISORY BOARD Special Meeting 5:00 p.m. ECONOMIC DEVELOPMENT ADVISORY COMMISSION Regular Meeting 6:00 p.m.
Friday 13th	SPIT TRAIL INTERPRETIVE SIGN PLANNING COMMITTEE Meeting 1:00 p.m.
Wednesday 18th	PORT AND HARBOR ADVISORY COMMISSION Regular Meeting 5:00 p.m.
Thursday 19th	LIBRARY LANDSCAPE COMMITTEE Meeting Noon – 1:00 p.m. at Library.
Friday 20th	PORT AND HARBOR BUILDING TASK FORCE Meeting 3:30 p.m.
Wednesday 25th	CITY OFFICES CLOSED in observance of Christmas.
Wednesday 1st	CITY OFFICES CLOSED in observance of New Year's Day.
Tuesday 7th	LIBRARY ADVISORY BOARD Regular Meeting 5:00 p.m.
Monday 13th	CITY COUNCIL Worksession 4:00 p.m., Committee of the Whole 5:00 p.m., and Regular Meeting 6:00 p.m.

Regular Meeting Schedule

City Council 2nd and 4th Mondays 6:00 p.m.

Library Advisory Board 1st Tuesday 5:00 p.m.

Economic Development Advisory Commission 2nd Tuesday 6:00 p.m.

Parks and Recreation Advisory Commission 3rd Thursday of the month with exception of December 5:30 p.m.

Planning Commission 1st and 3rd Wednesday 6:30 p.m.

Port and Harbor Advisory Commission 4th Wednesday 5:00 p.m.
(May – August 6:00 p.m.)

Transportation Advisory Committee Quarterly 3rd Tuesday 5:30 p.m.

Public Arts Committee Quarterly 3rd Thursday 5:00 p.m.

Lease Committee Quarterly 2nd Thursday 3:00 p.m.

Permanent Fund Committee Quarterly 2nd Thursday 5:15 p.m.

MAYOR AND CITY COUNCILMEMBERS AND TERMS

BETH WYTHER, MAYOR – 14

FRANCIE ROBERTS, COUNCILMEMBER – 15

BARBARA HOWARD, COUNCILMEMBER – 14

DAVID LEWIS, COUNCILMEMBER – 14

BRYAN ZAK, COUNCILMEMBER – 16

BEAUREGARD BURGESS, COUNCILMEMBER – 15

GUS VAN DYKE, COUNCILMEMBER - 16

City Manager, Walt Wrede

City Attorney, Thomas Klinkner

<http://www.cityofhomer-ak.gov/cityclerk> home page access, Clerk's email address is: clerk@ci.homer.ak.us

Clerk's office phone number: direct line 235-3130, other number 435-3106.

COWLES COUNCIL CHAMBERS
491 E. PIONEER AVENUE
HOMER, ALASKA
www.cityofhomer-ak.gov



**SPECIAL MEETING
4:00 P.M. MONDAY
DECEMBER 9, 2013**

MAYOR BETH WYTHER
COUNCIL MEMBER FRANCIE ROBERTS
COUNCIL MEMBER BARBARA HOWARD
COUNCIL MEMBER DAVID LEWIS
COUNCIL MEMBER BRYAN ZAK
COUNCIL MEMBER BEAUREGARD BURGESS
COUNCIL MEMBER GUS VAN DYKE
CITY ATTORNEY THOMAS KLINKNER
CITY MANAGER WALT WREDE
CITY CLERK JO JOHNSON

SPECIAL MEETING AGENDA

- 1. CALL TO ORDER, 4:00 P.M.**
- 2. AGENDA APPROVAL** (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual, pg. 5)
- 3. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA**
- 4. PENDING BUSINESS**
- 5. NEW BUSINESS**
 - A. **Memorandum 13-160**, From City Clerk Re: Request for Executive Session Pursuant to AS 44.62.310 (a-c)(2), Matters, Subjects that Tend to Prejudice the Reputation and Character of any Person, Provided the Person May Request a Public Discussion (City Manager Wrede Annual Performance Evaluation/Employment Contract).
- 6. COMMENTS OF THE AUDIENCE**
- 7. ADJOURNMENT NO LATER THAN 4:50 P.M.**

Next Regular Meeting is Monday, January 13, 2014 at 6:00 p.m., Committee of the Whole 5:00 p.m., and Worksession 4:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

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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 13-160

TO: MAYOR WYTHE AND CITY COUNCIL

FROM: JO JOHNSON, MMC, CITY CLERK

DATE: DECEMBER 3, 2013

SUBJECT: REQUEST FOR EXECUTIVE SESSION PURSUANT TO AS 44.62.310 (A-C)(2),
MATTERS, SUBJECTS THAT TEND TO PREJUDICE THE REPUTATION AND
CHARACTER OF ANY PERSON, PROVIDED THE PERSON MAY REQUEST A PUBLIC
DISCUSSION (CITY MANAGER WREDE ANNUAL PERFORMANCE
EVALUATION/EMPLOYMENT CONTRACT).

Pursuant to Council's Operating Manual – "Any Councilmember, the Mayor or City Manager may place consideration of an executive session on the agenda..."

Mayor Wythe requested an Executive Session regarding "City Manager Wrede Annual Performance Evaluation/Employment Contract" for the Special Meeting of December 9, 2013. This has been publicly and internally noticed since that time.

RECOMMENDATION:

Approve the request for Executive Session and conduct immediately in the Conference Room.

COWLES COUNCIL CHAMBERS
491 E. PIONEER AVENUE
HOMER, ALASKA
www.cityofhomer-ak.gov



COMMITTEE OF THE WHOLE
5:00 P.M. MONDAY
DECEMBER 9, 2013

MAYOR BETH WYTHER
COUNCIL MEMBER FRANCIE ROBERTS
COUNCIL MEMBER BARBARA HOWARD
COUNCIL MEMBER DAVID LEWIS
COUNCIL MEMBER BRYAN ZAK
COUNCIL MEMBER BEAUREGARD BURGESS
COUNCIL MEMBER GUS VAN DYKE
CITY ATTORNEY THOMAS KLINKNER
CITY MANAGER WALT WREDE
CITY CLERK JO JOHNSON

COMMITTEE OF THE WHOLE AGENDA

1. CALL TO ORDER, 5:00 P.M.

Councilmember Burgess has requested excusal or telephonic participation if possible.

2. AGENDA APPROVAL (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual, pg. 5)

3. 2014 BUDGET

4. CONSENT AGENDA

5. REGULAR MEETING AGENDA

6. COMMENTS OF THE AUDIENCE

7. ADJOURNMENT NO LATER THAN 5:50 P.M.

Next Regular Meeting is Monday, January 13, 2014 at 6:00 p.m., Committee of the Whole 5:00 p.m., and Worksession 4:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

CALL TO ORDER
PLEDGE OF ALLEGIANCE
AGENDA APPROVAL

COWLES COUNCIL CHAMBERS
491 E. PIONEER AVENUE
HOMER, ALASKA
www.cityofhomer-ak.gov



REGULAR MEETING
6:00 P.M. MONDAY
DECEMBER 9, 2013

MAYOR BETH WYTHE
COUNCIL MEMBER FRANCIE ROBERTS
COUNCIL MEMBER BARBARA HOWARD
COUNCIL MEMBER DAVID LEWIS
COUNCIL MEMBER BRYAN ZAK
COUNCIL MEMBER BEAUREGARD BURGESS
COUNCIL MEMBER GUS VAN DYKE
CITY ATTORNEY THOMAS KLINKNER
CITY MANAGER WALT WREDE
CITY CLERK JO JOHNSON

REGULAR MEETING AGENDA

Special Meeting 4:00 p.m. and Committee of the Whole 5:00 p.m. in Homer City Hall Cowles Council Chambers.

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Councilmember Burgess has requested excusal or telephonic participation if possible.

Department Heads may be called upon from time to time to participate via teleconference.

2. AGENDA APPROVAL

(Addition of items to or removing items from the agenda will be by unanimous consent of the Council. HCC 1.24.040.)

3. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA

4. RECONSIDERATION

5. CONSENT AGENDA

(Items listed below will be enacted by one motion. If 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 of November 25, 2013. City Clerk. Recommend adoption. ***Pages 25/29***

- B. **Memorandum 13-161**, from Mayor, Re: Reappointment of Tricia Lillibridge to the Parks and Recreation Advisory Commission and the Appointments of Nancy Porter and Jack Polster to the Library Advisory Board. **Page 53**
- C. **Resolution 13-114**, A Resolution of the City Council of Homer, Alaska, Establishing the 2014 Regular Meeting Schedule for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks and Recreation Advisory Commission, Advisory Planning Commission, Port and Harbor Advisory Commission, Lease Committee, Permanent Fund Committee, Public Arts Committee and Transportation Advisory Committee. City Clerk. Recommend adoption. **Page 61**
- Memorandum 13-162 from Public Arts Committee as backup. **Page 67**
 Memorandum 13-163 from Deputy City Clerk as backup. **Page 69**
 Memorandum 13-164 from Parks and Recreation Advisory Commission as backup. **Page 75**
- D. **Resolution 13-115**, A Resolution of the City Council of Homer, Alaska, Acknowledging the November 2013 Surplus Equipment Bid Results. City Clerk. Recommend adoption. **Page 77**
- E. **Resolution 13-116**, A Resolution of the City Council of Homer, Alaska, Amending the Economic Development Advisory Commission Bylaws to Include that the Director of the Homer Chamber of Commerce May Serve as a Non-Voting, Ex-Officio Member of the Commission. City Clerk/Economic Development Advisory Commission. Recommend adoption. **Page 83**
- Memorandum 13-165 from Deputy City Clerk as backup. **Page 85**
- F. **Resolution 13-117**, A Resolution of the City Council of Homer, Alaska, Repealing the City of Homer Retention Schedule and Adopting an Updated City of Homer Records Classification and Procedures Manual and Retention Schedule. City Clerk. Recommend adoption. **Page 93**
- G. **Resolution 13-118**, A Resolution of the City Council of Homer, Alaska, Expressing and Formalizing its Position and Policy that Oil and Gas Drilling Rigs and Support Vessels Operated by Buccaneer Energy or Other Companies are Welcome and Encouraged to Use the City of Homer Port and Harbor Facilities. Mayor. Recommend adoption. **Page 163**
- Report from Northern Economics, Buccaneer Economic Impact Analysis. **Page 165**
6. **VISITORS**
- A. **Lisa Roberts**, Executive Director, United Way, 10 minutes.

7. ANNOUNCEMENTS/PRESENTATIONS/BOROUGH REPORT/COMMISSION REPORTS

A. **Mayor's Proclamation**, January as National Mentoring Month **Page 177**

B. Borough Report

C. Commissions/Board Reports:

1. Library Advisory Board

2. Homer Advisory Planning Commission

3. Economic Development Advisory Commission

Memorandum 13-166 from Economic Development Advisory Commission, Re:
Status Update on Resolution 12-041. **Page 179**

4. Parks and Recreation Advisory Commission

5. Port and Harbor Advisory Commission

8. PUBLIC HEARING(S)

A. **Ordinance 13-44(A)**, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Calendar Year 2014 for the General Fund, the Water-Sewer Fund, the Port/Harbor Fund, Debt Funds, and Capital Reserve Funds (Conditional Expenditures). City Manager. Introduction October 28, 2013, Public Hearings November 25 and December 9, 2013, and Second Reading December 9, 2013.

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Memorandum 13-137 from City Manager, Re: Amendments to Employee Health Insurance Plan.

Page 191

Memorandum 13-138 from Fire Chief, Re: Fire Department Budget Requests.

Page 203

Memorandum 13-157 from Personnel Director, Re: Fully-Insured Health Plan Proposals.

Page 205

B. **Resolution 13-107**, A Resolution of the City Council of Homer, Alaska, Maintaining the City of Homer Fee Schedule at Current Rates. City Clerk. Recommended to follow Budget Ordinance 13-44 schedule.

Page 357

- C. **Resolution 13-108**, A Resolution of the City Council of Homer, Alaska, Maintaining the Port and Harbor Terminal Tariff No. 600 at the Current Rates. City Clerk. Recommended to follow Budget Ordinance 13-44 schedule. **Page 359**

9. ORDINANCE(S)

10. CITY MANAGER’S REPORT

- A. City Manager’s Report **Page 365**

- B. Bid Report **Page 379**

- C. Games Report **Page 381**

1. Alaska State Elks Association for Homer Elks Lodge #2127

11. CITY ATTORNEY REPORT

12. COMMITTEE REPORT

- A. Public Arts Committee
- B. Transportation Advisory Committee
- C. Permanent Fund Committee
- D. Lease Committee
- E. Port and Harbor Improvement Committee
- F. Employee Committee Report
- G. Port and Harbor Building Task Force

13. PENDING BUSINESS

- A. **Ordinance 13-42(A)**, An Ordinance of the City Council of Homer, Alaska, Amending the Definition of “Discontinued” in Homer City Code 21.61.015, Definitions, to Extend the Time Required to Discontinue a Nonconforming Use from 12 Months to 24 Months. Zak. Introduction October 28, 2013, Refer to Planning Commission, Public Hearing and Second Reading November 25. **Page 395**

14. NEW BUSINESS

15. RESOLUTIONS

16. COMMENTS OF THE AUDIENCE

17. COMMENTS OF THE CITY ATTORNEY

18. COMMENTS OF THE CITY CLERK

19. COMMENTS OF THE CITY MANAGER

20. COMMENTS OF THE MAYOR

21. COMMENTS OF THE CITY COUNCIL

22. ADJOURNMENT

Next Regular Meeting is Monday, January 13, 2014 at 6:00 p.m., Committee of the Whole 5:00 p.m., and Worksession 4:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PUBLIC COMMENTS
UPON MATTERS
ALREADY ON THE AGENDA

RECONSIDERATION

CONSENT AGENDA

Session 13-22 a Special Meeting of the Homer City Council was called to order on November 25, 2013 at 4:03 p.m. by Mayor Mary E. Wythe at the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

PRESENT: COUNCILMEMBERS: BURGESS, HOWARD, LEWIS, ROBERTS, VAN DYKE, ZAK

STAFF: CITY MANAGER WREDE
CITY CLERK JOHNSON
CITY ATTORNEY KLINKNER

AGENDA APPROVAL (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual, pg. 5)

Mayor Wythe called for a motion for the approval of the agenda.

LEWIS/ROBERTS – SO MOVED.

There was no discussion.

VOTE: YES. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA

There were no public comments.

PENDING BUSINESS

NEW BUSINESS

- A. **Memorandum 13-153**, From City Clerk Re: Request for Executive Session Pursuant to AS 44.62.310 (a-c)(1 & 2) Matters, the Immediate Knowledge of Which Would Clearly Have an Adverse Effect Upon the Finances of the Public Entity and Matters, Subjects that Tend to Prejudice the Reputation and Character of Any Person, Provided the Person May Request a Public Discussion (Anderson Group, Performance and Contract).

Asked by Mayor Wythe if she preferred the discussion in the public, Lobbyist Linda Anderson answered she preferred the discussion of her contract be made in Executive Session.

ROBERTS/LEWIS - MOVED FOR THE APPROVAL OF THE RECOMMENDATIONS OF MEMORANDUM 13-153 TO MEET IN EXECUTIVE SESSION TO HEAR ANDERSON GROUP, PERFORMANCE AND CONTRACT AND TO INVITE CITY MANAGER WREDE, CITY ATTORNEY KLINKNER, AND LOBBYIST LINDA ANDERSON.

There was no discussion.

VOTE: YES. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Mayor Wythe called for a motion to adjourn to Executive Session.

ZAK/LEWIS – SO MOVED.

There was no discussion.

VOTE: YES. LEWIS, BURGESS, ROBERTS, HOWARD, ZAK, VAN DYKE

Motion carried.

Council adjourned to Executive Session at 4:07 p.m. and reconvened the Special Meeting at 4:32 p.m.

Mayor Pro Tempore Roberts reported Council met with the city lobbyist and discussed contractual matters.

COMMENTS OF THE AUDIENCE

There were no comments of the audience.

ADJOURNMENT NO LATER THAN 4:30 P.M.

There being no further business to come before the Council, Mayor Wythe adjourned the meeting at 4:33 p.m. The next Regular Meeting is scheduled for December 9, 2013 at 6:00 p.m., Committee of the Whole at 5:00 p.m., and a Special Meeting at 4:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

JO JOHNSON, MMC, CITY CLERK

Approved: _____

Session 13-23 a Regular Meeting of the Homer City Council was called to order on November 25, 2013 at 6:03 p.m. by Mayor Mary E. Wythe at the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

PRESENT: COUNCILMEMBERS: BURGESS, HOWARD, LEWIS, ROBERTS, VAN DYKE, ZAK

STAFF:

CITY MANAGER WREDE
CITY CLERK JOHNSON
CITY ATTORNEY KLINKNER
CITY PLANNER ABBODD
COMMUNITY & ECONOMIC DEVELOPMENT COORDINATOR
KOESTER
FINANCE DIRECTOR LI
LIBRARY DIRECTOR DIXON
PERSONNEL DIRECTOR PETERSEN
POLICE CHIEF ROBL
PORT AND HARBOR DIRECTOR HAWKINS
PUBLIC WORKS DIRECTOR MEYER

Council met for a Special Meeting from 4:03 p.m. to 4:33 p.m. in Executive Session to discuss Lobbyist Anderson Group, Performance and Contract. From 4:33 p.m. to 4:50 p.m. Council met for a Worksession to discuss the 2014 Budget. Council met as a Committee of the Whole from 5:02 p.m. to 6:00 p.m. to hear from Matt Steffy on the recreational needs assessment and discuss the 2014 Budget and Consent Agenda and Regular Meeting Agenda items.

Department Heads may be called upon from time to time to participate via teleconference.

AGENDA APPROVAL

(Addition of items to or removing items from the agenda will be by unanimous consent of the Council. HCC 1.24.040.)

The following changes were made: **PUBLIC HEARINGS - Ordinance 13-44**, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Calendar Year 2014 for the General Fund, the Water-Sewer Fund, the Port/Harbor Fund, Debt Funds, and Capital Reserve Funds (Conditional Expenditures). City Manager. Written public comments. **CITY ATTORNEY REPORT** - City Attorney Report for October 2013. **RESOLUTIONS - Resolution 13-113**, A Resolution of the City Council of Homer, Alaska, Approving a New Two Year Contract in the

Amount of \$40,000 Per Year with Anderson Group, LLC for Legislative Consulting and Lobbying Services. City Manager. Written public comments.

Mayor Wythe called for a motion for the approval of the agenda as amended.

LEWIS/ROBERTS – SO MOVED.

There was no discussion.

VOTE: YES. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA

There were no public comments.

RECONSIDERATION

CONSENT AGENDA

(Items listed below will be enacted by one motion. If 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 Regular meeting minutes of October 28, 2013. City Clerk. Recommend adoption.
- B. **Memorandum 13-154**, from Deputy City Clerk Re: Liquor License Ownership Transfer for Kharacters.
- C. **Resolution 13-110**, A Resolution of the City Council of Homer, Alaska, Approving a Memorandum of Agreement Between the City of Homer and the Kachemak Nordic Ski Club Regarding the Maintenance and Operation of Nordic Ski Trails on City Owned Land in the Baycrest Ski Area. City Manager. Recommend adoption.
- D. **Resolution 13-111**, A Resolution of the Homer City Council Reissuing the Request for Proposals for the 1% for Arts Program on the Homer Spit Trail Phase II Project. City Clerk. Recommend adoption.

Memorandum 13-155 from Deputy City Clerk as backup.

- E. **Resolution 13-112**, A Resolution of the City Council of Homer, Alaska, Confirming that the City will Provide Local Matching Funds in an Amount Up to \$800,000 for Repair, Replacement, and Rehabilitation of Infrastructure and Facilities at the Homer Small Boat Harbor Load and Launch Ramp. City Manager/Port and Harbor Director. Recommend adoption.

Memorandum 13-156 from Community and Economic Development Coordinator as backup.

Mayor Wythe called for a motion for the approval of the recommendations of the consent agenda as read.

LEWIS/ROBERTS – SO MOVED.

There was no discussion.

VOTE: YES. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

VISITORS

- A. **Gary Fandrei**, Cook Inlet Aquaculture Association

Gary Fandrei of Cook Inlet Aquaculture Association (CIAA) provided a PowerPoint presentation on the association's current projects. The non profit regional association exists to protect self-perpetuating salmon stocks and habitats upon which they depend; rehabilitate self-perpetuating salmon stocks; rehabilitate salmon habitat; and maximize the value of the Cook Inlet (Area H) common property salmon resource by applying science and enhancement technology where appropriate.

They have a large Board of Directors that represent different user groups for the entire Cook Inlet. The CIAA covers the Cook Inlet watershed which follows the boundaries of the Kenai Peninsula Borough, the City of Anchorage, and the MatSu Borough. The CIAA is funded by the 2% salmon enhancement tax, cost recovery licensing, and grants and contracts for fish production. Since 1996 they have secured \$12.5M in grants that are dedicated to salmon enhancement rehabilitation work. Their headquarters are in Kenai with primary hatchery facilities in Moose Pass, Eklutna, and Tutka Bay. The largest secondary facility is located at the Paint River fish ladder site.

The CIAA does a number of stocking projects; most are in the lower Cook Inlet. Flow control structures are located in a number of areas. They also monitor a number of projects, most are

in Susitna. Habitat projects are done as permitted. The Tutka Bay Lagoon Hatchery is a state-owned facility and the CIAA has operated the site since 1992. In 2004 they mothballed the facility due to low pink salmon prices. In 2010 the price of pink salmon rebounded and the CIAA has now reopened the hatchery. This year they have eighty million eggs collected and put into the facility which should produce one hundred million fry. The program at full capacity should produce four million adults, each weighing three pounds. It computes to \$3,360,000 in revenue. The current net pen location site does not work well since it is in the lagoon. CIAA would like to move it outside the lagoon to the head of Tutka Bay to raise fish in a better area.

Another project is the Leisure and Hazel Lakes project out of Moose Pass. It is a red salmon program the CIAA has been running for a number of years. They produce 3.25 million fry for release and those fish return every year. CIAA has been working on the Port Graham Hatchery for a year and a half. It was operated by the Port Graham Hatchery who has asked CIAA to take the facility over and operate it for pink salmon. They are working out agreements and anticipate inking the deal the first of the year. They hope to put eggs in the facility next August. Both Tutka Bay and Port Graham need work in capital improvement projects.

Asked by Councilmember Zak about activities on the Anchor River, Mr. Fandrei answered the Anchor River is not an area they have been real active in. They have done habitat work in the upstream parts. CIAA looks for systems that seem to be neglected or have not got a lot of attention through Fish and Game. CIAA generally works in remote areas not easily accessible. The State does a lot on the Anchor River already. CIAA has one facility that has king salmon mentioned in its basic operations plan, but they don't have any permits for king salmon work. There is a disease problem with king salmon that could transfer to red salmon.

B. Linda Anderson, Anderson Group, Lobbyist

Linda Anderson, Anderson Group, provided an overview on next year's legislative session. The Legislature will be going into session the middle of January; 90 days of what some say is chaos, but there is a plan and a product. It includes the City of Homer priorities and making sure whatever is dealt in Juneau includes Homer's hand in the mix. Revenues will be tighter this year. In the last six years the capital budget has ranged from \$700M to \$2B. This year it is expected to shrink back down. The Governor will set a bench mark for what the capital budget will look like. As Homer City Council prioritizes their capital projects, Mrs. Anderson urged them to make sure they are shovel-ready. It will help advance projects and will be something Homer's delegation can work with. There are 60 legislators and it takes 21 and 11 votes to make things happen. People outside Homer's delegation will ask our legislators about the projects.

The Legislature will be considering a bond bill for some type of infrastructure. The State has a good bond rating and still enjoys a lot more revenue. When there are shrinking revenues we

deal with revenue sharing funding. It is always front and foremost. The lobbyists' job is to make sure the City of Homer is poised to consider options of what to support or not. In times of budget crunch the Alaska land radio mobile network is always on the chopping block. When money is tight that project is brought forward as unnecessary. They expect workers compensation reform as a big issue due to increased rates. There are three rate drivers, the Medicaid rate, the usage of workers' compensation, and legal fees. The natural gas energy conversion program has been endorsed by the City of Homer in the past and the goal is to get a senate bill to move forward and gain momentum.

Eric Marshall, Cub Scout Pack 555, told Council that he and his pack were attending the meeting to get their citizen's patch.

ANNOUNCEMENTS/PRESENTATIONS/BOROUGH REPORT/COMMISSION REPORTS

- A. Borough Report
- B. Commissions/Board Reports:
 - 1. Library Advisory Board
 - 2. Homer Advisory Planning Commission
 - 3. Economic Development Advisory Commission
 - 4. Parks and Recreation Advisory Commission

Deb Lowney, Parks and Recreation Advisory Commissioner, provided an overview of the commission's work. A group of commissioners met with Angie Otteson at the Poopdeck Trail and did major clearing to make it more user friendly and increase visibility. They will revisit the area in the spring. The Karen Hornaday Park pavilion is near completion; the focus is now on the next phase. They are excited to work toward implementation of the Land and Water Conservation Grant. The commission just wrapped up a collaborative effort for park signage. They aim to get signage in parks and on trails. Commissioner Brann secured a trailhead figure for the sign and plaque at the Waterhead Trail. The commission has been trying to listen to Recreate Rec exploring the many issues associated with recreation. They visited the HERC building and discussed the need for a community forum to discuss the building and what may replace it. The commission voices strong support for funding a parks and recreation needs assessment to gain accurate feedback from the community. It is a community wide effort to address the community's needs. Teen activities and transportation are identified as two top services lacking in the community. The top five needs include: public transportation, teen youth resources, teen activities, affordable indoor recreation, and recreational indoor activities. The needs assessment will address top concerns voiced by the community and will

have the community look at the economic impact recreation has. For both mental health and physical benefits the money invested will service the community in a positive way.

Matt Steffy, Parks and Recreation Advisory Commissioner, advocated for the recreation needs assessment. It will gather information of the community needs, what the community is made up of. A path or plan can then be mapped out to meet those needs. The commission's role is to gather public information. He is a strong advocate for the recreation needs assessment as it will provide a lot of different information. It is important that we know what the community wants and where it is going. If the recreation needs assessment is not funded it will be done hodgepodge.

5. Port and Harbor Advisory Commission

- A. Memorandum 13-159, from Port and Harbor Director, Re:
Recommendation for Seafarer's Memorial Parking Lot Expansion.

- C. Thank You from the Pratt Museum for FY 2013 Funds

PUBLIC HEARING(S)

- A. **Ordinance 13-42(A)**, An Ordinance of the City Council of Homer, Alaska, Amending the Definition of "Discontinued" in Homer City Code 21.61.015, Definitions, to Extend the Time Required to Discontinue a Nonconforming Use from 12 Months to 24 Months. Zak. Introduction October 28, 2013, Refer to Planning Commission, Public Hearing and Second Reading November 25.

Mayor Wythe opened the public hearing. In the absence of public testimony Mayor Wythe closed the public hearing.

The Planning Commission will be holding a public hearing at their December 4th meeting. Their recommendations will be sent to Council.

ROBERTS/ZAK - MOVED TO POSTPONE ORDINANCE 13-42(A) TO DECEMBER 9TH FOR SECOND READING.

There was no discussion.

VOTE: YES. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- B. **Ordinance 13-43**, An Ordinance of the Homer City Council Authorizing the Expenditure of Homer Accelerated Water and Sewer Program (HAWSP) Funds for Paradise Place Sewer Main Extension and Approving the Creation of a Deferred Assessment on Benefitted Properties. City Manager/Public Works Director. Introduction October 28, 2013, Public Hearing and Second Reading November 25, 2013.

Memorandum 13-150 from Public Works Inspector as backup.

Mayor Wythe opened the public hearing. In the absence of public testimony Mayor Wythe closed the public hearing.

Mayor Wythe called for a motion for the adoption of Ordinance 13-43 by reading of title only for second and final reading.

LEWIS/BURGESS – SO MOVED.

Councilmember Roberts questioned why some lots could be deferred while we would not defer payment for other people.

City Manager Wrede advised this is not a formal LID (Local Improvement District/Special Assessment District) that would ask all property owners if they wanted to be part of it. In the case of an LID all property owners would be included if there was a majority of support for the improvement. This is a case where a private property owner wants to extend the main to his house. Adjacent property owners were asked, but did not want to be part of the improvement district. We have done this in the past and it is a reasonable approach.

Councilmember Burgess commented the way the proposal is presented causes confusion. It seems like we are imposing on private landowners. We have said if you are a private entity you can pay to bring water and sewer to your house. The City has shouldered the additional cost, and if people ever connect they will need to pay for the connection. The only other alternative is to make the person requesting the connection pay more money, have the City keep track of it, and credit the property owner as connections are made. If people want to have water and sewer to their property we should make it possible and encourage them to do that.

Mayor Wythe asked if we are prepared to do the same for every property owner at the end of the road that wants to pay their share of the installation when vacant properties on their road don't pay. If we do this we are establishing a new precedent and every day is a new opportunity for it to become a financial burden on the city.

Councilmember Burgess noted we have \$6M in the HAWSP and HART funds. When we make investments in infrastructure that have the potential to build out the system and bring costs down for others, we should encourage people to hook up. We have done it three times before and have received legal advice to proceed.

Councilmember Roberts wants to expand the water and sewer system too. We have done so in the past to benefit city-owned properties, but we have not set a precedent with private owned property.

Public Works Director Meyer commented Homer City Code says if you are within 200 ft. of a main you must connect. There is no situation in the past where we have forced someone to connect. The cost of an onsite system will preclude that from happening. Anyone that builds a residence on that lot will connect to sewer. Homer City Code includes some rules that we can enforce, but have not done so in the past.

City Attorney Klinkner advised most sources of financing for constructing a home on the property will require that they connect if service is available.

VOTE: YES. LEWIS, BURGESS, HOWARD, ZAK, VAN DYKE

VOTE: NO. ROBERTS

Motion carried.

- C. **Ordinance 13-44**, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Calendar Year 2014 for the General Fund, the Water-Sewer Fund, the Port/Harbor Fund, Debt Funds, and Capital Reserve Funds (Conditional Expenditures). City Manager. Introduction October 28, 2013, Public Hearings November 25 and December 9, 2013, and Second Reading December 9, 2013.

Memorandum 13-137 from City Manager, Re: Amendments to Employee Health Insurance Plan.

Memorandum 13-138 from Fire Chief, Re: Fire Department Budget Requests.

Memorandum 13-157 from Personnel Director, Re: Fully-Insured Health Plan Proposals as backup.

- D. **Resolution 13-107**, A Resolution of the City Council of Homer, Alaska, Maintaining the City of Homer Fee Schedule at Current Rates. City Clerk. Recommended to follow Budget Ordinance 13-44 schedule.

- E. **Resolution 13-108**, A Resolution of the City Council of Homer, Alaska, Maintaining the Port and Harbor Terminal Tariff No. 600 at the Current Rates. City Clerk. Recommended to follow Budget Ordinance 13-44 schedule.

Mayor Wythe opened the public hearing on Ordinance 13-44 and Resolutions 13-107 and 13-108.

Robert Archibald, city resident, asked that the parks and recreation staff be increased to maintain the new restrooms and other facilities.

Adele Groening, Assistant Director of the Bunnell Street Arts Center, commented on the success of the Old Town project. The success of their project is that they made a plan. They funded a person to collect community input, gather needs, and assess what was needed. She advocated for the recreation needs assessment.

Weatherly Bates, city resident, asked Council to support Homer recreation expansion. There is a huge need for recreational activities and community recreation space to encourage healthier habits.

Shanly Kerls, homeschool teacher and tutor, asked Council to consider making the children's librarian a full time position. She is at the library five days a week and sees the traffic that comes in the library. She sees 50 to 60 young children there at a time for story hour. When you support your children at an early age it reduces the homeless, drugs, and dropout rates.

Gail Edgerly, Homer Council on the Arts, expressed excitement about the recreation needs assessment. She is happy it will include arts and culture. She noted the different events this past weekend that attracted sell out shows. We need a space to promote art and culture; a place where teens can have activities to express themselves and feel valued in the community.

Charlene Flyum, city resident, supports the recreational needs assessment. It will be helpful to have hard facts to identify the economic, sociological, and cultural impact to the community.

Kathy Beachy, representing Homer Little League, supports the recreation needs assessment. She is excited about the community coming together to maintain the fields and recreation to combine it as a venue to keep kids involved.

Keri Ann Baker, new city resident, is impressed with every city employee she has run into. Mr. Riley, the city clerks, and the police officer that pulled her over for speeding have been very nice. She is proud of Council for the service they are providing.

Dave Branning, CEO at South Peninsula Behavioral Health Services, expressed approval for the recreation needs assessment. Funding for recreational arts and culture is directly in line with their organization's long term facility vision. A cooperative community space will not carry the stigma associated with some current facilities.

Christine Szocinski, city resident and wife of employee, commented on the cuts to the insurance benefit package. She cannot afford the increases and asked Council to make sure they have exhausted all fields.

Kate Crowley, city resident and Recreate Rec Group, advocated for the recreation needs assessment. To date \$5,828 has been pledged for the assessment. It is contingent on Council passing the \$35,000 allocation. There is value in the assessment and she would like to see something on the October 2014 ballot. In October Council passed a resolution to lift the deed restrictions on the HERC site. It was not enough time for the community to comment and she hopes it comes back to the community again.

Mayor Wythe closed the public hearings.

LEWIS/ROBERTS - MOVED TO AMEND FOR THE TRANSFER OF FUNDS FROM PARKS AND RECREATION (\$25,000) AND PLANNING (10,000) FOR THE FUNDING OF THE RECREATION NEEDS ASSESSMENT.

Discussion ensued if \$35,000 was enough for the recreation needs assessment. The MAPP (Mobilizing for Planning and Partnership) study already has a lot of data and the assessment can draw from that.

VOTE: (amendment) YES. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Councilmember Burgess commented on employee healthcare and wages. Employee healthcare costs have gone up \$600,000 - \$800,000 per year to almost 20% of our operating budget. It worked well in the past to have the self insurance plan, but those days are over. We are now in an uncertain insurance environment. Council asked Walt to control the costs; to find a reasonable figure. Last year \$30,000 was spent on a staff wellness program. The costs continue to go up. In the old plan it was highly advantageous for a large family to be covered under the plan. There was virtually no deductible and no copay. Employees will pay 400% more because they paid almost nothing before. From a private sector comparison the non buy up plan is still a good plan. We are going to lose good qualified people by raising the healthcare costs. We have good police officers and competent city staff. It is a tough decision, but we need to do what is in the best financial long term interest of the community. We don't

need to feel bound in for a year to having a self-insured healthcare plan. Council is trying to strike a happy balance and do what is best for the community's tax dollars.

City Manager Wrede commented cutting the employees' benefits is the hardest thing he has had to do in the eleven years he has been with the City. We feel like we did the best job we could and delivered the product. We looked at a lot of plans and options and have kept the costs at \$1,500 per month per employee. As the city manager he has to tell Council they cannot afford what they are doing. He appreciates any support for city employees. They are valuable and are doing a good job. He worries about competitiveness. He doesn't have the power to make it better. Council is going to have to cut entire programs, or raise more money. He had to bring Council a balanced budget. He doesn't see the way out unless Council is willing to take bold steps.

Councilmember Howard commented the bold step is to reinstate the food tax.

Councilmember Lewis asked if employees could be given \$1,500 per month to get their own plan.

City Manager Wrede asked to stick with the new healthcare insurance plan for one year. We don't know what is going to happen with the exchanges and private sector bids. We don't know if there will be changes in how people use the plan. We don't see this as a long term solution. We may recommend going to the private sector next year. An option is to give everyone \$1,500 and have them shop for insurance on their own. Some employees have already shopped around and were surprised at what they found.

City Attorney Klinkner issued a caution on that alternative. Although he is not an expert on employee benefits he has a colleague that is. If you write people a check and tell them to buy their own health insurance that is after tax dollars.

Mayor Wythe added it becomes taxable income to the employee, but a tax write-off at the end of the year. There is a pay or play provision if you employ more than 50 people. If you choose not to provide benefits there is a penalty. Her disappointment is that we talked about it this summer and didn't hear anything more about it until after it was rolled out to the employees. We had two meetings to make it happen. The first meeting in January we are going to put health benefits on every agenda until we resolve this more favorably for our employees. We do not pay adequately to attract or retain qualified individuals. People left other work to come to work with the City based on this health insurance plan as a total of their compensation plan. She requested if this moves forward that Council is committed to working on this project every single council meeting between now and resolution, with resolution being reached very early in the year. The employees we have now will not be able to sustain this and we will not be able to maintain those employees and cannot afford not to have qualified employees working for us.

Councilmember Roberts understands the missing sales tax is \$900,000; this is the amount short on health insurance. It is not likely to cover it more than a year and resolve the problem long term. She knows it is an important issue. Council is not an insurance rate setting organization. We hired Jeff Paxton at \$40,000 and have Andrea; those are the people we need to talk to. We do not want to politicize rate insurance writing policies. She is supposed to look at the budget and the expenditures of the taxpayers of Homer's money. She is not to spend her time thinking about different ways to balance up insurance policies.

Councilmember Howard can't imagine any more new information than what we already have. We are talking about funding. How are going to pay for it? It is somewhat of an assurance after looking at eighty plans. It comes down to it is expensive and we want to keep good people. So how are we going to pay?

Mayor Wythe asked if as a Council we believe having qualified employees is a top priority, are we prepared to say we don't have \$40,000 for a recreation assessment, funds to contribute to non profit support, funds for a librarian, all of the non essential functions of a First Class city? We are required to provide water and sewer, safety, and maintain city streets. Are we prepared to say those are our priorities and we are going to provide those services and ensure employees we hire are qualified to do that? Everything that doesn't fall on those four items are on the chopping block until we have met those items.

Councilmember Zak is willing to put this as a priority. Let's not throw any programs or employees under the bus. It is something we have to address and the City Manager has brought us a plan for \$1,500 per month per employee. We need to keep addressing health care until we get it addressed. It doesn't mean we need to cut the budget apart now or cut programs. He has heard loud and clear from the voters to not bring up a non food sales tax.

Councilmember Howard commented all the stuff will be funded and the budget will pass. In January we will have already spent the money that we should not have. While we're talking about it in January, February, and March the employees are doing with \$400 to \$600 a month less. She questioned what we are getting more information about, as they are not insurance people. Take action now and be responsible.

Councilmember Lewis asked that an ordinance to reinstate the non prepared foods sales tax be placed on the first January meeting agenda. If all the groups want to be funded they will need to be here to support it.

Mayor Wythe commented at the conference of mayors last week the big issue was healthcare. The State is pulling the teacher's groups back into the state pool to increase the size of the pool. The mayors are happy to have discussion of extending the pool to communities. They will look at costs to move out of self funding to group insurance. We don't know if municipalities are excluded from the Obamacare fifty or more employees mandate. She

would like to make the commitment to city employees we are willing to put a little extra effort to finding out the options out there.

HOWARD/BURGESS - MOVED TO AMEND TO PAY FOR TWO SEASONAL EMTS BY ELIMINATING THE LOBBYIST POSITION (\$22,000), ELIMINATING FUNDS TO THE HOMER FOUNDATION (\$19,000), AND REDUCE THE PRATT MUSEUM CONTRIBUTION BY \$20,000.

Councilmember Burgess expressed opposition as the lobbyist is needed and is a good value. He is amiable to funding \$20,000 out of the general fund.

Councilmember Roberts expressed opposition as she wants to retain the lobbyist and doesn't agree with taking \$20,000 from the Pratt Museum. She agrees that we have given The Homer Foundation quite a bit of money as of late. She questioned the need for three EMTs.

Councilmember Lewis noted the money previously given to The Foundation goes into the endowment fund to generate funds for later. The \$19,000 budget allotment is used for grants for non profits or schools, different than the Permanent Fund allocations.

Councilmember Howard pleaded that we have serious issues and Council won't give up past things. We can't get anywhere when we keep wallowing in the same mess. If we want to say no EMTs tell the Chief, the citizens, and the visitors.

VOTE: (amendment) YES. HOWARD, BURGESS

VOTE: NO. ROBERTS, LEWIS, ZAK, VAN DYKE

Motion failed.

BURGESS/HOWARD - MOVED TO AMEND TO TRANSFER \$22,000 FROM THE GENERAL FUND, ELIMINATE THE FUNDING OF THE HOMER FOUNDATION FOR \$19,000, AND REDUCE PRATT MUSEUM FUNDING BY \$20,000 FOR THE PURPOSE OF REQUESTING TWO SEASONAL EMTS.

Councilmember Roberts expressed opposition as the Pratt is trying to have a million dollar building program. Taking \$20,000 from them right now doesn't make any sense to her.

Councilmember Burgess commented he is not proposing any budget increases except those that generate revenue streams for the City. As a first class city the taxpayers have said do only those things you can afford; cut all extraneous things.

Councilmember Howard asked if the folks at museum and chamber are struggling with employee problems as much as we are.

Councilmember Roberts noted the amendment will not increase any non profits; this amendment reduces the budget to one non profit.

VOTE: (amendment) YES. HOWARD, VAN DYKE, BURGESS

VOTE: NO. LEWIS, ZAK, ROBERTS

Mayor Wythe broke the tie vote with a YES.

Motion carried.

City Manager Wrede commented the contribution from the general fund would only need to be \$15,000 instead of \$22,000.

HOWARD/LEWIS - MOVED TO AMEND TO FUND THE AUTHORIZED POSITION OF DISPATCHER BY CUTTING OVERTIME OF THE POLICE PATROL BY \$20,000 AND THE REMAINING \$50,000 WOULD COME FROM THE NEW PROJECTED TAX REVENUES.

Mayor Wythe asked if this is overtime that can't be allocated to another purpose.

Police Chief Robl answered overtime that can't be taken away is used for staffing on holidays. Overtime for the police patrol has been overfunded in the past and it is safe to make this cut.

Councilmember Roberts asked if it will be easier to fill another dispatch position.

Police Chief Robl answered filling the positions in public safety are always a challenge. Being short on dispatchers is a separate issue. It is a critical pressing need to have the dispatch position restored. He could argue for two more dispatchers easily and to increase patrol staff and add the jail position that was cut. The last five years the dispatch has been a revolving door; dispatch has left due to the workload. They are often working alone and work tremendous amounts of overtime to fill holes of not being fully staffed. Morale suffers. The position is critical. The overtime budget in dispatch is \$64,000 over projection this year. To fill in holes of dispatch he has moved a jail officer into dispatch and an officer into the jail. There is an experienced dispatcher that works for Walt in Administration that works in dispatch to fill holes. They have knocked down every door to keep dispatch staffed and are close to not being able to staff dispatch. We could possibly dispatch patrol officers through Soldotna, but there is no way to dispatch our fire department from Soldotna. If we lose dispatch we would only be able to have KESA handle fire calls.

VOTE: (amendment) YES. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

BURGESS/ROBERTS - MOVED TO AMEND FUNDING FOR THE CHAMBER OF COMMERCE FROM \$40,000 TO \$50,000 AND FUND WITH GENERAL FUND REVENUES.

Councilmember Burgess noted every community that has a large tourist draw is marketed with city funds or by a visitor center. The City spends zero dollars marketing ourselves. The City of Seward markets themselves and there is a noticeable trend as to how much more is spent there. The Chamber of Commerce markets us and is the only organization that maintains a visitor center. The \$10,000 allocation will go a lot further in generating sales tax revenue.

Councilmember Lewis offered support. MatSu spends over \$1M on television advertising, as does Seward. Last year we started seeing television advertisements for Homer. We compete with Seward who is closer to Anchorage and has the train. We don't have the train so we have to market ourselves. He hopes the Chamber supports us when we need added revenue.

Councilmember Howard cannot support the amendment. She asked the Chamber if they would help support the food tax and they run for the hills. She asked them to help support a bed tax and they run further for the hills. She finds out that they don't charge sales tax for the goods they sell.

VOTE: (amendment) YES. VAN DYKE, LEWIS, ZAK, ROBERTS, BURGESS

VOTE: NO. HOWARD

Motion carried.

Mayor Wythe called for a recess at 8:08 p.m. and reconvened the meeting at 8:20 p.m.

ORDINANCE(S)

CITY MANAGER'S REPORT

A. City Manager's Report

1. Deep Water Dock Tidelands: As noted in prior reports, the City has applied for conveyance of approximately 13 acres of state owned tide and submerged lands under and around the Deep Water Dock. The City current has a long term lease with the State and the Department of Natural Resources (DNR) for use of these lands. Conveyance of title to the City is important because it will facilitate proposed dock expansion and provide the City with more control over uses of the dock. DNR is presently in the process of evaluating the City's request. It has reached a preliminary finding and proposes to convey the land. We are currently in the public comment period on the proposed conveyance. A copy of the public notice is attached for your

information. After the comment period closes, DNR will produce a Final Findings and Decision.

2. Kachemak Drive Path: Attached for your information are two letters from the Homer Foundation and the Homer Area Trails Group regarding a recent presentation to the Council from Homer Area Trails.
3. AAHPA Resolutions: Attached are a set of resolutions that were recently adopted by the Alaska Association of Harbor and Port Administrators. We bring these to you for your information. Bryan will be available to discuss them if you wish. If Council wants to adopt a similar City resolution(s) we can bring them forward for consideration at the next meeting.
4. Deep Water Dock Feasibility Study: Good news here. The amended TORA is now (finally!) signed and we hope to begin the feasibility study soon.
5. Mariner Lagoon: You may have noticed that the entrance to the Lagoon has been closed by recent storms and the result was a big lake. The City, in cooperation with the Corps of Engineers, has dredged the entrance when necessary in order to maintain flushing action and prevent erosion and damage to bird habitat. At the time this report was written, the Public Works Department was preparing to re-open the entrance in response to public comments and concern.
6. Proposed New Legislation: The Alaska Department of Fish and Game has permitting authority in the Kachemak Bay and Fox River Critical Habitat Area. You will recall that there is a conflict between this plan and relevant state statutes regarding whether a drill rig can moor at the Deep Water Dock and put its legs down. ADF&G has strongly recommended that legislation is needed to address this problem. We are taking this issue on and Katie will be working with ADF&G and our legislators to craft legislation for introduction this session.
7. Improvements at Load and Launch Ramp: This agenda contains a resolution which pledges that the City will provide a 25% match for the proposed load and launch ramp improvements. The source of the funds is yet to be determined as you can see from the Now Therefore Be It Resolved clause. Attached is a memorandum from Katie which discusses some of the possible funding sources. Council may want to consider whether it wants to add this project to the CIP List. It is not there now but putting it there might help leverage funds from other sources.
8. Public Safety Building: At the time this report was written, the RFP for GC/CM proposals was being prepared and we anticipate it will be on the street prior to the meeting. We have tried to project how long it might take before we get some preliminary cost estimates and the soonest might be late February or early March. Keep in mind that we need to advertise, select a proposal review team, select a contractor, draft a scope of work and a contract, have Council approve the contract, and commence work. This process takes time. Recall that one of the first things you want them to do is evaluate several sites. In light of this, and the fact that community buy-in with this project seems tenuous at best right now, Council might want to re-evaluate its lobbying strategy for this upcoming session.

9. Grant Aviation: The City has settled its lawsuit against Grant Aviation for \$25,000. We have received the funds and are in the process of dismissing the lawsuit.
10. New Port and Harbor Building: The most recent committee meeting was very productive. Based upon the meeting, the staff has given new direction to the architects. Cost savings and budget cuts were requested in some key areas and other possible sources of money were identified to fund some features of the proposed design. The consultants were asked to prepare new costs estimates for the Committee meeting on December 4.
11. Planning Commission Initiative: I recently attended a Planning Commission workshop to discuss traffic calming and pedestrian safety. The Commission is interested in this topic, wanted an update on what was being done in this area (if anything) and if there was a role it could play. I provided updates on where we are and discussions to date. We agreed that an appropriate role for the planning staff would be to take the lead in drafting a policies and procedure manual with assistance and input from Public Works, Police, and the Transportation Committee. The Commission would review the document and send it to the Council for final approval.

City Manager Wrede referenced the letter and newly adopted water and sewer rates that are going out to customers with their November and December bills. The rates are also listed on the city website. Councilmember Burgess asked that customers who disconnect for the season also get notice.

City Manager Wrede reported talks have begun on the tidelands and submerged lands around the docks. The City is about to get conveyance of the tidelands. The municipal boundary is close; it goes across two docks, but some of the land is outside city limits. There has been some talk about expanding city limits. Councilmember Burgess has taken a real interest in it and would like to set up a workshop soon to talk about boundaries.

He complimented Port and Harbormaster Bryan Hawkins for making this month's *Pacific Fishing* choice as "Port of the Month." At the recent 2013 Pacific Marine Expo in Seattle there was a lot of marketing from the Marine Trades Association and the Chamber of Commerce for the Port of Homer. The Harbormaster found a lot of people are excited about Homer. People in the industry knew of plans to expand the harbor.

Katie Koester will take the lead in working with Fish and Game, the Department of Natural Resources, and legislative legal staff to fix the problem of drill rigs mooring at the Deep Water Dock. The Alaska Department of Fish and Game has permitting authority in the Kachemak Bay and Fox River Critical Habitat Area. There is a conflict between the critical habitat plan

and state statutes whether a drill rig can moor at the Deep Water Dock and put its legs down. ADF&G has strongly recommended that legislation is needed to address this problem.

Councilmember Howard commented on Resolution 13-112, expressing regret that she did not pull the resolution from the consent agenda. We have a budget and should only entertain the design that is in the budget. There should be no additional lanes in the ramps. City Manager Wrede assured her that \$800,000 was pledged and Resolution 13-112 provides the option to look for more money. The least expensive option is desired. Fish and Game said if we can pledge \$800,000 that would be good. Councilmember Howard asked that it be placed on the Port and Harbor Advisory Commission agenda as they have a right to weigh in.

City Manager Wrede noted we are moving ahead with instructions Council provided on the new public safety building. Carey is preparing a Request for Proposals for GC/CM. He is concerned about the building at this point if it is really ready for prime time with the legislature. We are just asking for engineering and design money. We will not have any numbers at all until March. First Council asked us to analyze the sites and we don't have a site plan for sure. City Manager Wrede doesn't know that the community is on board. When we go to the legislature we assure them the project has been thoroughly vetted. Although he thinks it is a good project he doesn't know what the successes are for this year. A lot of groups have real concerns about the project for a variety of reasons.

Councilmember Howard recounted the Saturday workshop on the Capital Improvement Plan where Council got wind the legislature would be looking at public safety buildings as their top priority. She asked what instructions we would give to the lobbyist. City Manager Wrede answered the lobbyist would appreciate direction, as would he and Katie. They will do their best to argue for the public safety building, but may be premature with it. The project may be more fully developed next year.

Councilmember Burgess noted we are asking the legislature for planning and design funds. He has heard objections about the location. We desperately need a new EMS infrastructure for the community. It is not super important as to where it goes. There has not yet been a place set. The legislature is interested in transportation and public safety issues. We should work hard to take advantage of that opportunity.

City Manager Wrede noted if the public safety building stays as the main project, we will do the best job we can. There are folks concerned about the fiscal project, of building a Taj Mahal we can't maintain. Department of Corrections and Alaska State Troopers are both

interested and would like to help fund the building. There is also grant money available for Emergency Operation Centers. We will try hard to get the information out there. We are not planning a million dollar project that the citizens will pay for on their own.

Mayor Wythe commented it is set as a five-year plan and we are just requesting funds to do the preliminary design work. We need to keep it on our priority list and look for assistance for studies. We are approaching it as a five-year plan and this is a top priority on our five-year plan.

Councilmember Burgess noted we could be better at communicating it to the public. The public safety building could be a recreational component. We are asking for funding so we don't have to spend the money to build it. It would be better to use state or federal funds so the taxpayers don't have to fund it.

CITY ATTORNEY REPORT

City Attorney Klinkner reported the Grant Aviation lease issue was settled on favorable terms to the City. The final decision on Auction Block from the Federal Maritime Commission will be issued on December 9th. Mr. Klinkner will be at the December 9th meeting to report on it.

Councilmember Lewis asked if the City gets a favorable ruling from the Maritime Commission can it be appealed? Attorney Klinkner answered the appeal would then go to the Federal Circuit Court of Appeals.

He offered the services of the benefits specialist in their law firm to make a presentation related to healthcare at a Worksession. She can be available by Skype or phone.

COMMITTEE REPORT

- A. Public Arts Committee
- B. Transportation Advisory Committee

Francie Roberts, Chair of the Transportation Advisory Committee, reported they met in November and heard a presentation on roundabouts. The committee completed their yearly review of the HART Policy and had a discussion about safe streets. They discussed the Capital Improvement Plan meeting schedule, which may not fit into their meeting schedule.

- C. Permanent Fund Committee
- D. Lease Committee

- E. Port and Harbor Improvement Committee
- F. Employee Committee Report
- G. Port and Harbor Building Task Force

PENDING BUSINESS

NEW BUSINESS

- A. **Memorandum 13-158**, from Port and Harbor Director, Re: Recommendation for No Wake Buoy for Harbor Entrance.

Mayor Wythe called for a motion for the approval of the recommendations of Memorandum 13-158 to fund the purchase of the no wake zone float buoy from the 2013 operating budget.

HOWARD/LEWIS – SO MOVED.

City Manager Wrede recommends the money come from the port and harbor reserves.

Port and Harbor Director Hawkins told Council we can take out of this year's budget and get it ordered.

City Attorney Klinkner advised Memorandum 13-158 should be amended to strike the last part of the sentence on the recommendation after \$7,000.

BURGESS/LEWIS - MOVED TO FOLLOW THE ATTORNEY'S ADVICE TO STRIKE THE LAST PORTION OF THE FINAL SENTENCE: "AND THAT THIS PROJECT BE FUNDED OUT OF PORT AND HARBOR RESERVES INSTEAD OF OPERATIONS BUDGET."

The no wake buoy will bring awareness to speeding. The first time violation for speeding is \$100 and it progressively increases. Signage in the harbor at the load/launch ramp and the JJ Float off the end of the fuel pier would be good areas.

VOTE: (amendment) YES. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Random patrols will be made and cameras will be used to enforce speeding violations. The Police Department will write citations on behalf of the harbor.

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

Motion carried.

RESOLUTIONS

- A. **Resolution 13-113**, A Resolution of the City Council of Homer, Alaska, Approving a New Two Year Contract in the Amount of \$40,000 Per Year with Anderson Group, LLC for Legislative Consulting and Lobbying Services. City Manager.

Mayor Wythe called for a motion for the adoption of Resolution 13-113 by reading of title only.

LEWIS/ROBERTS – SO MOVED.

There was no discussion.

VOTE: YES. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

COMMENTS OF THE AUDIENCE

Jim Lavrakas, Executive Director of the Homer Chamber of Commerce, thanked Council for having faith in the Chamber and renewing their contract for 2014. They will have a webcam at the harbor in the summer of 2014. There are other statewide initiatives they will be working on. He will be happy to sit down with Councilmember Howard and talk about her concerns.

COMMENTS OF THE CITY ATTORNEY

City Attorney Klinkner had no comment.

COMMENTS OF THE CITY CLERK

City Clerk Johnson welcomed Councilmember Van Dyke, stating it was a tough meeting for his initiation. She wished all a Happy Thanksgiving.

COMMENTS OF THE CITY MANAGER

City Manager Wrede told Mr. Lavrakas that he feels his pain because the rest of us are always trying to make Barbara happy too. That's what we do. He wished everyone a Happy Thanksgiving.

COMMENTS OF THE MAYOR

Mayor Wythe is happy to see Mr. Van Dyke here for his first meeting. Hopefully it was not too grueling; it is an opportunity to learn plenty when we are going through the budget cycle. She thanked John Li for the budget preparations and changing the format that makes it very easy to use. She appreciates the time and effort he has put into the budget. We contributed funds to the Chamber, but she wonders about the Marine Trades Association. We participate with them when they go south for their solicitations and the City will use their booth, but she doesn't think we are making any financial contributions. They are the best supporters and promoters of the harbor. She went to the Conference of Mayors last week. There are a lot of things going on around the state. The State of Alaska is pulling the teachers back into the State's plan to increase their pool size. They would entertain having municipalities bring their employees back into that pool. It is something to consider to improve our health insurance benefit. She spoke to them about putting forth legislation to have the State establish a funding pool to help with matching funds for harbor expansion improvements. She is on the hook to bring something to them when they have the Conference of Mayors in Juneau.

COMMENTS OF THE CITY COUNCIL

City Councilmember Van Dyke said being the new guy, it's been fun. The City Clerk is on my like list.

Councilmember Burgess thanked the Webelos for coming in and hopes they didn't put too many of them to sleep. He thanked the presenters that talked about the aquaculture association and the recreation needs assessment plan. He thanked tonight's speakers for their eloquence and being on topic. Rather than view the difficult situation the community is in from a budgetary standpoint, those that feel we are defunding precious programs, or those that feel we are not doing enough to service core functions, he encouraged you rather than come to Council to demonize them or find fault, to reach out to the polar opposite and create a consilience on your own and help to be part of the solution. We all come here with pet programs and fail to create the cohesive vision. Then Council is left without a cohesive vision and to pick up the pieces of not enough money. Rather than react, form larger cohesive visions of what you want for the community, and be willing to talk with each other and be willing to compromise so we can all have the most bang for our buck.

Councilmember Zak thanked the MAPP group for meeting and continuing in that effort. We and a lot of people have the vision of the many pieces that make up a community when we do make up the budget. There are chunks of money we cut tonight. It took a lot of work to get them into the budget. We are looking forward to continuing to work for all of the aspects of the community.

Councilmember Lewis wished everyone a Happy Thanksgiving. Remember to shop at local small businesses on Black Friday. The Anchorage Daily News had a great article about what small businesses give back to the community. Shopping online does not give anything back

to local towns. Last weekend there was a great hockey tournament with three different schools coming here. When editorials come out it would be nice if they fact checked their information and presented true, honest facts.

Councilmember Roberts commented it is a very difficult time when Council has to deal with budget issues. Everyone would like to fund at the highest level. She appreciates the discussion on employee health insurance. There are no good solutions, but there are ideas to work towards. She welcomed Gus and looks forward to working with him some more.

Councilmember Howard had no comment.

ADJOURNMENT

There being no further business to come before the Council, Mayor Wythe adjourned the meeting at 8:57 p.m. The next Regular Meeting is Monday, December 9, 2013 at 6:00 p.m., Committee of the Whole at 5:00 p.m., and a Special Meeting at 4:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

JO JOHNSON, 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 13-161

TO: HOMER CITY COUNCIL

FROM: MARY E. WYTHE, MAYOR

DATE: DECEMBER 3, 2013

SUBJECT: REAPPOINTMENT OF TRICIA LILLIBRIDGE TO THE PARKS AND RECREATION ADVISORY COMMISSION AND THE APPOINTMENTS OF NANCY PORTER AND JACK POLSTER TO THE LIBRARY ADVISORY BOARD.

Tricia Lillibridge is reappointed to the Parks and Recreation Advisory Commission for a three-year term to expire October 31, 2016.

Nancy Porter is appointed to the Library Advisory Board for a two-year term to fill the seat vacated by Gillian Munn. Her term will expire April 1, 2015.

Jack Polster is appointed to the Library Advisory Board for a three-year term to fill the seat vacated by Eileen Faulkner. His term will expire April 1, 2016.

RECOMMENDATION:

Confirm the reappointment of Tricia Lillibridge to the Parks and Recreation Advisory Commission and the appointments of Nancy Porter and Jack Polster to the Library Advisory Board.

Fiscal Note: N/A

Mayor + Council

OCT 30 2013 AM 09:11 RE

I wish to be
reappointed to the
Parks + Rec Commission

Thanks

Lricia Lillebridge



CITY OF HOMER COMMISSION, COMMITTEE, BOARD & TASK FORCE APPLICATION FORM

CITY CLERKS OFFICE
CITY OF HOMER
491 E. PIONEER AVENUE
HOMER, ALASKA 99603
PHONE 907-235-3130
FAX 907-235-3143

RECEIVED BY CLERK'S OFFICE

The information below provides some basic background for the Mayor and Council.
This information is public and will be included in the Council Information packet.

Name NANCY L. PORTER Date 11-14-13

Physical Address 1181 HIGHLOOK CT. City HOMER

Mailing Address Box 2172 Zip Code 99603

Phone 235-7394 Work # N/A Cell # 399-6394

Email Address NANPORTER@LIVE.COM

NOTE: The above information will be published in the City Directory and within the City web pages if you are appointed by the Mayor and your appointment is confirmed by the City Council.

Please indicate the commission(s), committee(s), board or task force you are interested in:

Select	COMMISSION/COMMITTEE/BOARD.TASK FORCE	REGULAR MEETING SCHEDULE
<input type="checkbox"/>	ADVISORY PLANNING COMMISSION	1ST & 3RD WEDNESDAY OF THE MONTH AT 7:00 P.M. WORKSESSIONS AT 5:30 P.M.
<input type="checkbox"/>	ECONOMIC DEVELOPMENT ADVISORY COMMISSION	2ND TUESDAY OF THE MONTH AT 6:00 P.M.
<input checked="" type="checkbox"/>	LIBRARY ADVISORY BOARD	1ST TUESDAY OF THE MONTH AT 6:00 P.M.
<input type="checkbox"/>	PARKS & RECREATION ADVISORY COMMISSION	3RD THURSDAY OF THE MONTH AT 6:30 P.M.
<input type="checkbox"/>	PORT & HARBOR ADVISORY COMMISSION	4TH WEDNESDAY OF THE MONTH AT 6:00 P.M.
<input type="checkbox"/>	PUBLIC ARTS COMMITTEE	3RD THURSDAY OF THE MONTH AT 11:00 A.M. WORKSESSIONS AT 10:00 A.M.
<input type="checkbox"/>	TRANSPORTATION ADVISORY COMMITTEE	3RD TUESDAY OF THE MONTH AT 5:30 P.M.
<input type="checkbox"/>	PERMANENT FUND COMMITTEE	QUARTERLY - 2ND THURSDAY OF THE MONTH AT 6:00 P.M.
<input type="checkbox"/>	LEASE COMMITTEE	QUARTERLY - 2ND THURSDAY AT 3:00 P.M.
<input type="checkbox"/>	OTHER - PLEASE ENTER THE COMMITTEE/TASK FORCE	

I have been a resident of the City for 59 ☐ mos. ☒ yrs

I have been a resident of the area for 59 ☐ mos. ☒ yrs.

I am presently employed as:

HOUSEMAKER

List any special training, education or background you have which is related to your choice of commission, committee, board, or task force:

LIBRARY VOLUNTEER

Have you ever served on a similar commission, committee, board or task force?

NO

If so, when & where:

When are you available for meetings? ☐ Weekly ☒ Monthly ☐ Bi-Monthly

I am interested in serving on the above because:

LOVE THE LIBRARY

Do you currently belong to any organizations specifically related to the area of your choice(s) you wish to serve on?

☐ Yes ☒ No

If yes, please list organizations:

Questions regarding the Homer Advisory Planning Commission:

Have you ever developed real property, other than your personal residence? ☒ No If yes, briefly describe the development:

Questions regarding the Port & Harbor Advisory Commission:

Do you use the Homer Port and/ or Harbor on a regular basis?

☐

If yes, is you use primarily: ☐ Commercial ☐ Recreational ☐ Both

Please include any additional information that may assist the Mayor in his decision making:



CITY OF HOMER
COMMISSION, COMMITTEE, BOARD & TASK FORCE
APPLICATION FORM

NOV 20 2013 PM 12:21
CITY CLERKS OFFICE
CITY OF HOMER
491 E. PIONEER AVENUE
HOMER, ALASKA 99603
PHONE 907-235-3130
FAX 907-235-3143

RECEIVED BY CLERK'S OFFICE

The information below provides some basic background for the Mayor and Council.
This information is public and will be included in the Council Information packet.

Name Jack Polster Date November 20, 2013

Physical Address 1506 Ocean Drive City Homer, Alaska

Mailing Address 1506 Ocean Drive Zip Code 99603

Phone 907 235 2298 Work # _____ Cell # _____

Email Address jack.polster06@gmail.com

NOTE: The above information will be published in the City Directory and within the City web pages if you are appointed by the Mayor and your appointment is confirmed by the City Council.

Please indicate the commission(s), committee(s), board or task force you are interested in:

Select	COMMISSION/COMMITTEE/BOARD.TASK FORCE	REGULAR MEETING SCHEDULE
<input type="checkbox"/>	ADVISORY PLANNING COMMISSION	1ST & 3RD WEDNESDAY OF THE MONTH AT 7:00 P.M. WORKSESSIONS AT 5:30 P.M.
<input type="checkbox"/>	ECONOMIC DEVELOPMENT ADVISORY COMMISSION	2ND TUESDAY OF THE MONTH AT 6:00 P.M.
<input checked="" type="checkbox"/>	LIBRARY ADVISORY BOARD	1ST TUESDAY OF THE MONTH AT 6:00 P.M.
<input type="checkbox"/>	PARKS & RECREATION ADVISORY COMMISSION	3RD THURSDAY OF THE MONTH AT 6:30 P.M.
<input type="checkbox"/>	PORT & HARBOR ADVISORY COMMISSION	4TH WEDNESDAY OF THE MONTH AT 6:00 P.M.
<input type="checkbox"/>	PUBLIC ARTS COMMITTEE	3RD THURSDAY OF THE MONTH AT 11:00 A.M. WORKSESSIONS AT 10:00 A.M.
<input type="checkbox"/>	TRANSPORTATION ADVISORY COMMITTEE	3RD TUESDAY OF THE MONTH AT 5:30 P.M.
<input type="checkbox"/>	PERMANENT FUND COMMITTEE	QUARTERLY - 2ND THURSDAY OF THE MONTH AT 6:00 P.M.
<input type="checkbox"/>	LEASE COMMITTEE	QUARTERLY - 2ND THURSDAY AT 3:00 P.M.
<input type="checkbox"/>	OTHER - PLEASE ENTER THE COMMITTEE/TASK FORCE	59

I have been a resident of the City for 29 ☐ mos. ☒ yrs I have been a resident of the area for 29 ☐ mos. ☐ yrs.

I am presently employed as: am retired

List any special training, education or background you have which is related to your choice of commission, committee, board, or task force: Longtime library user. B.S. Forest Management.

Have you ever served on a similar commission, committee, board or task force? No

If so, when & where:

When are you available for meetings? ☒ Weekly ☐ Monthly ☐ Bi-Monthly

I am interested in serving on the above because:

Heard ad on radio indicating City was looking for individual to serve on library board.

Do you currently belong to any organizations specifically related to the area of your choice(s) you wish to serve on?

☐ Yes ☒ No

If yes, please list organizations:

Questions regarding the Homer Advisory Planning Commission:

Have you ever developed real property, other than your personal residence? ☐ If yes, briefly describe the development:

Questions regarding the Port & Harbor Advisory Commission:

Do you use the Homer Port and/ or Harbor on a regular basis? ☐

If yes, is you use primarily: ☐ Commercial ☐ Recreational ☐ Both

Please include any additional information that may assist the Mayor in his decision making:

No additional information that may assist Mayor in her decision making.

When you have completed the form please review all the information and then click on the submit or print button.

Print Form

60

Submit by Email

**CITY OF HOMER
HOMER, ALASKA**

City Clerk

RESOLUTION 13-114

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, ESTABLISHING THE 2014 REGULAR MEETING SCHEDULE FOR THE CITY COUNCIL, ECONOMIC DEVELOPMENT ADVISORY COMMISSION, LIBRARY ADVISORY BOARD, PARKS AND RECREATION ADVISORY COMMISSION, ADVISORY PLANNING COMMISSION, PORT AND HARBOR ADVISORY COMMISSION, LEASE COMMITTEE, PERMANENT FUND COMMITTEE, PUBLIC ARTS COMMITTEE AND TRANSPORTATION ADVISORY COMMITTEE.

WHEREAS, Pursuant to Homer City Code Section 1.14.020, the City Council annually sets the schedule for regular and some special meetings, noting the dates, times and places of the City Council, Advisory Commissions, and the Library Advisory Board meetings; and

WHEREAS, The public is informed of such meetings through the kiosks located at Captain's Coffee, Harbormaster's Office, Redden Marine Services of Homer, and the City Clerk's Office, Clerk's Calendar on KBBI, the City Clerk's Home Page on the Internet, and postings at the Clerk's Office at City Hall, and the Public Library; and

WHEREAS, HCC 1.14.020 - 040 states that meetings may be advertised in a local paper of general circulation at least three days before the date of the meeting and that special meetings should be advertised in the same manner or may be broadcast by local radio at least twice a day for three consecutive days or two consecutive days before the day of the meeting plus the day of the meeting; and

WHEREAS, HCC 1.14.010 notes that the notice of meetings applies to the City Council and all commissions, boards, committees, subcommittees, task forces and any sub-unit of the foregoing public bodies of the City, whether meeting in a formal or informal meeting; that the failure to give the notice provided for under this chapter does not invalidate or otherwise affect any action or decision of a public body of the City; however, this sentence does not change the consequences of failing to give the minimum notice required under State Statute; that notice will ordinarily be given by the City Clerk; and that the presiding officer or the person or persons calling a meeting are responsible for notifying the City Clerk of meetings in sufficient time for the Clerk to publish notice in a newspaper of general circulation in the City; and

WHEREAS, This Resolution does not preclude additional meetings such as emergency meetings, special meetings, worksessions, and the like; and

WHEREAS, Council adopted Resolution 06-144 on October 9, 2006 establishing the Regular Meeting site for all bodies to be the City Hall Cowles Council Chambers.

NOW, THEREFORE, BE IT RESOLVED by the Homer City Council, that the 2014 meeting schedule is established for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks and Recreation Advisory Commission, Advisory Planning Commission, Port and Harbor Advisory Commission, Lease Committee, Permanent Fund Committee, Public Arts Committee and Transportation Advisory Committee of the City of Homer, Alaska, as follows:

Holidays - City Offices closed:

January 1*, New Year's Day, Wednesday	February 17*, Presidents' Day, the third Monday	March 31*, Seward's Day, last Monday	May 26*, Memorial Day, last Monday	July 4*, Independence Day, Friday	September 1*, Labor Day, first Monday
October 17*, Alaska Day, Friday	November 11*, Veterans Day, Tuesday	November 27*, Thanksgiving Day, Thursday	November 28*, Friday, the day after Thanksgiving	December 25*, Christmas, Thursday	

*Indicates holidays - City offices closed.

**If on a Sunday, the following Monday is observed as the legal holiday; if on a Saturday, the preceding Friday is observed as the legal holiday pursuant to the City of Homer Personnel Rules and Regulations.

CITY COUNCIL (CC)

January 13, 27	February 10, 24	March 10, 24*	April 14, 28	May 12, 27*	June 9, 23
July 14***, 28	August 11, 25	September 8, 22	October 7 Election	October 13, 27, for Oath of Office 20	Canvass Board October 10 or 13
November 4 Run- Off Election	November 10**, 24	December 8****	December 15**** if needed		

City Council's Regular Committee of the Whole Meetings at 5:00 p.m. to no later than 5:50 p.m. prior to every Regular Meeting which are held the second and fourth Monday of each

month at 6:00 p.m. ***The City Council traditionally reschedules regular meetings that fall on holidays or High School Graduation days, for the following Tuesday. Council will not conduct a First Regular Meeting in July.

AML Annual Conference Week is tentatively scheduled for November 17 – 21, 2014.

*Tuesday meeting due to Seward's Day/Memorial Day/Veterans Day.

**There will be no First Regular Meeting in July or November.

**** The City Council traditionally cancels the last regular meeting in December and holds the first regular meeting and one to two Special Meetings as needed. Generally the second Special Meeting the third week of December, will not be held.

ECONOMIC DEVELOPMENT ADVISORY COMMISSION (EDC)

January 14	February 11	March 11	April 8	May 13	June 10
July 10	August 12	September 9	October 14	November 11	December 9

Economic Development Advisory Commission Regular Meetings are held on the second Tuesday of each Month at 6:00 p.m.

LIBRARY ADVISORY BOARD (LAB)

January 7	February 4	March 4	April 1	May 6	June 3
July 1	August 5	September 2	October 7	November 4	December 2

Library Advisory Board Regular Meetings are held on the first Tuesday of each month at 5:00 p.m.

PARKS AND RECREATION ADVISORY COMMISSION (P/R)

January 16	February 20	March 20	April 17
May 15	June 19	July 17	August 21
September 18	October 16	November 20	

Parks and Recreation Advisory Commission Regular Meetings are held on the third Thursday of each month, with the exception of December, at 5:30 p.m.

PLANNING COMMISSION (P/C)

January 2*, 15	February 5, 19	March 5, 19	April 2, 16	May 7, 21	June 4, 18
July 16**	August 6, 20	September 3, 17	October 1, 15	November 5**	December 3**

Advisory Planning Commission Regular Meetings are held on the first and third Wednesday of each month at 6:30 p.m. *Thursday meeting due to New Year's Day. **There will be no First Regular Meeting in July or Second Regular Meetings in November and December.

PORT AND HARBOR ADVISORY COMMISSION (P/H)

January 22	February 26	March 26	April 23	May 28	June 25
July 23	August 27	September 24	October 22	November 19	December 17

Port and Harbor Advisory Commission Regular Meetings are held on the fourth Wednesday of each month at 5:00 p.m., with the exception of May, June, July and August meetings that are held at 6:00 p.m. The Regular Meetings in the months of November and December are traditionally scheduled for the third Wednesday of the month.

LEASE COMMITTEE (LC)

January 9	April 10	July 10	October 9
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Lease Committee Regular Meetings are held quarterly on the second Thursday of each month at 3:00 p.m.

PERMANENT FUND COMMITTEE (PFC)

February 13	May 8	August 14	November 13
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Permanent Fund Committee Regular Meetings are held quarterly on the second Thursday of the months of February, May, August, and November at 5:15 p.m.

PUBLIC ARTS COMMITTEE (PAC)

February 13	May 8	August 14	November 13
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Public Arts Committee Regular Meetings are held quarterly on the third Thursday of the months of February, May, August, and November at 5:00 p.m.

TRANSPORTATION ADVISORY COMMITTEE (TAC)

February 18	May 20	August 19	November 18
-------------	--------	-----------	-------------

Transportation Advisory Committee Regular Meetings are held quarterly on the third Tuesday of the months of February, May, August, and November at 5:30 p.m.

PASSED AND ADOPTED by the Homer City Council this 9th day of December, 2013.

CITY OF HOMER

MARY E. WYTHE, MAYOR

ATTEST:

JO JOHNSON, MMC, CITY CLERK

Fiscal Impact: Adverting of meetings in regular weekly meeting ad and advertising of any additional meetings.



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 13-162

TO: MAYOR WYTHE AND CITY COUNCIL

FROM: PUBLIC ARTS COMMITTEE

THROUGH: RENEE KRAUSE, CMC, DEPUTY CITY CLERK

DATE: NOVEMBER 21, 2013

SUBJECT: 2014 MEETING SCHEDULE

BACKGROUND

At the November 14, 2013 regular meeting of the committee reviewed the proposed meeting schedule for 2014.

The committee made a motion to change the regular meeting dates to the second Thursday of the scheduled month due to a conflict with their staff supporting the Parks and Recreation Advisory Commission on the third Thursday of each month.

Below is the excerpt from the minutes of that meeting:

NEW BUSINESS

A. 2014 Meeting Schedule

The committee reviewed the proposed 2014 meeting scheduled. It was noted that the dates were the same as the Parks and Recreation Advisory Commission dates and a recommendation was made to move the meetings to the second Thursday of the month since their staff/clerk cannot be in two places at one time.

MILLER/APLIN – MOVED TO SCHEDULE 2014 REGULAR MEETINGS ON FEBRUARY 13, MAY 8, AUGUST 14 AND NOVEMBER 13 AT 5:00 P.M. IN THE UPSTAIRS CONFERENCE ROOM AT CITY HALL. A WORKSESSION WILL ALSO BE SCHEDULED AT 4:00 P.M. ON FEBRUARY 13, 2014.

There was a brief discussion regarding attendance.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

RECOMMENDATION

Approve the recommendation to schedule the 2014 meeting dates for the Public Arts Committee as February 13, May 8, August 14, and November 13.



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 13-163

TO: MAYOR WYTHE AND HOMER CITY COUNCIL

FROM: MELISSA JACOBSEN, CMC, DEPUTY CITY CLERK

DATE: DECEMBER 3, 2013

SUBJECT: APPROVAL OF THE 2014 REGULAR MEETING SCHEDULE FOR THE ADVISORY PLANNING COMMISSION, ECONOMIC DEVELOPMENT ADVISORY COMMISSION, AND THE TRANSPORTATION ADVISORY COMMITTEE

The Advisory Planning Commission, Economic Development Advisory Commission, and the Transportation Advisory Committee approved their 2014 regular meeting schedules as outlined in Resolution 13- 114 .

Each of the advisory bodies reviewed their schedules in the draft resolution provided to them at their November meetings, and excerpts of the minutes are included.

HOMER ADVISORY PLANNING COMMISSION
REGULAR MEETING MINUTES
NOVEMBER 16, 2013

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

C. Staff Report 13-88 Discussion of Comprehensive Plan in the Baycrest Area

Acting City Planner Engebretsen reviewed the staff report.

The Commission discussed the rezoning process. There is a community plan in place that says the Baycrest area is residential. There are some options in the process like a community update, but there is still a public process that would need to take place to make any changes. The community has to agree.

Question was raised about allowing hotels and motels in the rural residential zoning district. Acting City Planner Engebretsen explained that it is an option, but it will be inclusive of all rural residential districts which make up about 50% of the city.

Chair Venuti suggested they could consider the mixed use district for that particular area, but probably not past the south end of Rogers Loop.

Discussion ensued about the history of the zoning for the Baycrest area and the businesses that are located there. Commissioner Highland expressed her feeling of urgency in resolving the issue and getting through the process. Acting City Planner Engebretsen advised it is a lengthy process and it is very important that there isn't an appearance of rushing the process because of one particular property.

Acting City Planner Engebretsen said staff will work on preparing some recommendations to consider and also a timeline for the process that the Commission can consider at their December or January meeting.

Further discussion continued regarding the need and ways to inform the public of what is going on.

D. Memo from City Clerk Re: 2014 Meeting Schedule

The Commission reviewed the meeting schedule and discussed the first meeting in January. They agreed that if there are no active applications that need to be addressed at the January 2nd meeting, then staff may cancel the meeting.

HIGHLAND/SLOANE MOVED TO APPROVE THE 2014 MEETING SCHEDULE FOR THE PLANNING COMMISSION SHOWN IN THE DRAFT RESOLUTION PROVIDED BY THE CITY CLERK.

There was no further discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

ECONOMIC DEVELOPMENT ADVISORY COMMISSION
REGULAR MEETING
NOVEMBER 12, 2013

Chair Sarno opened the floor to nominations for Chair.

ROSS/SARNO NOMINATED COMMISSIONER BARTH FOR CHAIR.

Commissioner Barth accepted the nomination and there was no further discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Chair Barth assumed the gavel and opened the floor to nominations for Vice Chair.

SARNO/ROSS NOMINATED COMMISSIONER WAGNER FOR VICE CHAIR.

There was discussion that he is currently Vice Chair.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

B. Memorandum from City Clerk Re: 2014 Meeting Schedule

SARNO/ROSS MOVED TO APPROVE THE ECONOMIC DEVELOPMENT COMMISSION SCHEDULE AS IS.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

C. Hosting Chamber Mixer with Homer Advisory Planning Commission

Community and Economic Development Coordinator Koester explained that the Planning Commission is interested in co-hosting a chamber mixer in an effort to reach out to the business community and get them familiar with the Economic Development Commission and the Planning Commission. She reviewed that there would be a cost for advertising, which Planning has said they could cover advertising, and there will also be a cost for light refreshments.

The Commission was supportive of the idea and suggested March or May. Mrs. Koester said she would pass the information on to Planning and when the date is set; they can talk about who will be available to attend.

D. City Council Sign Up November 25 and December 9

Commissioner Sarno said she will attend on December 9th and give an update about the water and sewer visits.

TRANSPORTATION ADVISORY COMMITTEE
MEETING SYNOPSIS
NOVEMBER 14, 2013

C. 2014 Meeting Schedule

SMITH/HIGHLAND MOVED TO APPROVE THE 2014 MEETING SCHEDULE AS IT IS.

Discussion ensued that the Committee would like to be included in the next CIP review to make recommendations regarding road projects. They recognized that a special meeting may be necessary based on the CIP schedule.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

INFORMATIONAL ITEMS

None

AUDIENCE COMMENTS

None

COMMENTS OF THE STAFF

Public Works Director Meyer commented that there are many transportation related projects we are all aware of. Council set five priority projects, one of them being the modeled extensions and new roads, and that the new east west corridor, from Lake Street through Main Street, was a good place to start.

COMMENTS OF THE CHAIR

Chair Roberts commented that the Council changed their process this year, in the past they have recommended 15 items on the list that was sent to the legislature. This year they looked at 5 categories and transportation was one of them. She expects it will be the same process next year and urged the group to think about projects the Committee would like to recommend.

COMMENTS OF THE COMMITTEE MEMBERS

Mr. Walker commented that while working on the Kachemak Drive path it was found to be on state land. It is a state airport, but because the path group isn't a government agency they have question whether they can give a free permit to cross the property, even though it is going to the airport. The \$100 fee, and they are working on a waiver so they won't have to pay a lease for the trail. He knows we bought property by the Greatland Street extension for the new restroom is. If we build a road on Greatland wouldn't have to buy another piece of property.

Mrs. Venuti reminded the group as they are driving about think about one ways. It's inexpensive and may fix things for a while.



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 13-164

TO: MAYOR WYTHER AND CITY COUNCIL

FROM: PARKS AND RECREATION ADVISORY COMMISSION

THRU: RENEE KRAUSE, CMC, DEPUTY CITY CLERK

DATE: NOVEMBER 27, 2013

SUBJECT: 2014 MEETING SCHEDULE

At the regular meeting of the Parks and Recreation Advisory Commission on November 21, 2013 the commission reviewed and approved the regular meeting schedule for 2014.

Following is an excerpt of the meeting minutes:

B. Establishing the 2014 Meeting Schedule
1. Resolution 13-0XX

Vice Chair Brann review the dates for the commission listed in the memorandum from the City Clerk.

Ms. Krause explained that the commissioners can take the opportunity to review their personal schedules and compare to the proposed meeting schedule for 2014. She noted that if there was a conflict with the commissioners they could change dates now or if the proposed schedule was good she would like a motion to approve it as presented.

Vice Chair Brann requested a motion to approve the meeting schedule for 2014.

LOWNEY/STEFFY – SO MOVED.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

RECOMMENDATION

No action requested. Informational in nature.

**CITY OF HOMER
HOMER, ALASKA**

City Clerk

RESOLUTION 13-115

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
ACKNOWLEDGING THE NOVEMBER 2013 SURPLUS EQUIPMENT
BID RESULTS.

WHEREAS, A Surplus Personal Property Sale was conducted in accordance with
Homer City Code 18.30; and

WHEREAS, The November 2013 Surplus Equipment Sale Invitation to Bid was
advertised in the Homer News on November 7, 2013 and the Homer Tribune on November 13,
2013. It was posted on the City Clerk's website, and two of the Port Maintenance specialized
items were posted on Craigslist; and

WHEREAS, Sealed bids were due by 3:00 p.m. on Thursday, November 21, 2013; and

WHEREAS, There were 61 items on the surplus equipment list that was posted online;
and

WHEREAS, Nine bidders submitted a total of 58 bids on 35 of the items available for
sale; and

WHEREAS, The City Manager shall reevaluate the value of the items not bid upon and
if found to meet the criteria of Homer City Code 18.30.040, the City Manager may authorize
the disposal of items through noncompetitive bidding.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, hereby
acknowledges the surplus equipment bid results, attached as Exhibit A.

PASSED AND ADOPTED this 9th day of December, 2013.

CITY OF HOMER

MARY E. WYTHE, MAYOR

43 ATTEST:

44

45

46

47 _____
JO JOHNSON, MMC, CITY CLERK

48

49

50 Fiscal Note: Cost of advertising and processing bids. Generated revenue \$3,555.87 distributed
51 to the appropriate accounts.

**City of Homer Surplus Equipment List
November 2013**

EXHIBIT A

ITEM #	NAME	DESCRIPTION	SALE STATUS
CH 01	Desk	Black Metal w/Return	No Bid Received
CH 02	Desk	Black Metal w/Return	No Bid Received
CH 03	Desk	Black Metal no Return	Keri-Ann Baker \$1.00
CH 04	Desk	Black Metal no Return	No Bid Received
CH 08	Filing Cabinet	Two Drawer Letter Size	Craig Oliver \$1.25
CH 09	Filing Cabinet	Three Drawer Extra Long/Extra Heavy	Michael Kennedy \$.89
CH 10	Table	Desk Table - wood	Keri-Ann Baker \$1.00
CH 11	Cabinet Unit	Long Tan Metal Drawers and Sliding Doors	Craig Oliver \$1.25
CH 13	Desk	Brown Metal Desk	Craig Oliver \$1.25
CH 15	Desk	Adjustable	No Bid Received
CH 17	Table	Wood - Light Color	James Nelson \$10.00
CH 18	Table	Wood with Wheels	James Nelson \$5.00
CH 19	Desk	Rubbermaid with Drawers	James Nelson \$20.00
CH 22	Table	Round Table	Craig Oliver \$1.25
CH 25	Keyboard Platform	Black	No Bid Received
CH 26	Digital Camera	Sony Digital Maciva Camera with Case	No Bid Received
CH 27	Overhead Projector	Includes 1 lightbulb and Instructions	No Bid Received
CH 29	TV	Toshiba 27"(?) with Remote	No Bid Received
CH 30	TV	Panasonic 13"	No Bid Received
CH 31	TV	Symphonic 13"	No Bid Received
CH 32	VCR	Zenith with Remote	No Bid Received
CH 33	Typewriter	IBM Wheel Writer	No Bid Received
CH 40	Chair	Black Metal with Arms	Keri-Ann Baker \$1.00
CH 41	Desk	Black Metal with Return	No Bid Received

**City of Homer Surplus Equipment List
November 2013**

EXHIBIT A

ITEM #	NAME	DESCRIPTION	SALE STATUS
CH 42	Chair	Padded Brown Chair	No Bid Received
CH 56	Table	Tan Metal Desk Table	No Bid Received
CH 64	Printer/Copy Cartridges	Various HP and Xerox Printer/Copier Cartridges	No Bid Received
CH 58	Chairs	15 - Grey Padded Chairs - Sold as One Unit	James Nelson \$10.00
CH 60	Computer Desk	Wood with wheels	No Bid Received
CH 61	Table	Wood	No Bid Received
CH 62	Typewriter	IBM Wheel Writer	No Bid Received
CH 63	Couch	Full Sized Couch with a Cover	Craig Oliver \$1.25
PW 01	Sink	Wall Mounted Sink	No Bid Received
PW 02	Sink	Round Sink w/Faucet	Craig Oliver \$1.25
PW 03	Sink	New Under Counter Sink	Michael Kennedy \$.89
PW 04	Toilet	Used Mansfield Toilet	No Bid Received
PW 05	Oreck Vacuum	XL Comvac 27" Vacuum	Lary Kuhns \$30.00
PW 07	Air Conditioner	Comfort Air Window Air Conditioner	Michael Kennedy \$.89
PD 01	Home Gym	Precor Odyssey Home Gym CW 2006	James Nelson \$50.00
FD 01	Vehicle	95 Chevrolet Suburban 4WD, Engine top end rebuild 11/05 @ 65,800 miles. Reconditioned Engine 03/06. Mileage to date 86,509. History of problems w/fuel injection system and start-up in below freezing temps.	Michael Riley \$660.00
PH 01	Hot Water Heater	Coleman On-Demand Hot Water Heater, Propane	Michael Kennedy \$15.89
PH 02	Cooler	Igloomate 40 Cooler, 12 volt DC, No Adapter	Michael Kennedy \$2.89
PH 03	Boat Trailer	Single Axle, Homemade, 8512PS	No Bid Received

**City of Homer Surplus Equipment List
November 2013**

EXHIBIT A

ITEM #	NAME	DESCRIPTION	SALE STATUS
PH 04	Boat Trailer	Single Axle, Calkins, 9296 RW	David Bolt \$206.00
PH 05	Boat Trailer	Single Axle, Homemade, No License Plate	No Bid Received
PH 06	Boat Trailer	Single Axle, Homemade, No License Plate	No Bid Received
PH 07	Boat & Trailer	26' Fiberglass Boat, Sea Senior, & Double Axle Trailer	Jim Hathaway \$1,260.00
PH 08	Boat Trailer	Double Axle, Homemade (Patrol Skiff Trailer)	Craig Oliver \$111.00
PH 09	Vehicle, E-506	1990 Chevy Blazer, XHR 654	Michael Kennedy \$777.77
PH 10	Chain Saws	2 Stihl and 1 Husqvarna (to be sold together)	Lary Kuhns \$151.00
PH 11	Fuel Transfer System	Simplex SPS-20, Day tank filling system, two pumps	No Bid Received
PH 12	Dewalt Tool Boxes	Dewalt Power Tool Boxes, Empty, 8 each	Michael Kennedy 1.89
PH 13	Sign Posts	6' Long, Galvanized Steel, 60 each	Christine Szocinski \$53.03
PH 14	Seine Web	3.5" Salmon Seine Web, 4'X4'X5' Bundle	Michael Kennedy \$6.89
PH 15	Misc. Shore Ties	3-Phase Receptacles/Outlets, 120/480 volt, 3 each	Michael Kennedy \$6.89
PH 16	Electrical Cabinets	Approximate Size 3'X3'X1', 3 each (2 stainless, 1 steel)	Michael Kennedy \$6.89
PH 17	Life Raft	Viking, 4 person	Lary Kuhns \$125.00
PH 18	Concrete Vault Lids	7' dia. X 9"H, 7 each	Michael Kennedy \$2.89
PH 19	Dry Chem Extinguishers	Wheeled, 75# dry chem, need servicing, 2 each	Michael Kennedy \$11.89
PH 20	Crab Pot	Square, 4' x 4' x 27"	Michael Kennedy \$.89
PH 21	Ice Delivery system	Pneumatic ice delivery system, blower and motor, rotary valve, heat exchanger, diverter valves, 330' aluminum 5" pipe, 20' aluminum 6" pipe, assorted fittings, etc.	No Bid Received

**CITY OF HOMER
HOMER, ALASKA**

City Clerk/Economic Development
Advisory Commission

RESOLUTION 13-116

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING THE ECONOMIC DEVELOPMENT ADVISORY
COMMISSION BYLAWS TO INCLUDE THAT THE DIRECTOR OF THE
HOMER CHAMBER OF COMMERCE MAY SERVE AS A NON-VOTING,
EX-OFFICIO MEMBER OF THE COMMISSION.

WHEREAS, The Community Economic Development Strategy (CEDS) was adopted via
Resolution 11-007(S)(A); and

WHEREAS, The implementation table in the CEDS identifies the Homer Chamber of
Commerce as one of the groups responsible for carrying out the implementation strategies;
and

WHEREAS, The Economic Development Advisory Commission and Director of the
Homer Chamber of Commerce have acknowledged the importance of communication
between the City and Chamber as key to being successful in carrying out these strategies, as
well as other areas the entities can work together to promote economic development for the
community; and

WHEREAS, The Commission introduced the amendment at their July 9, 2013 regular
meeting and approved their amendment at a second meeting on November 12, 2013 in
accordance with their bylaws.

NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby amends the
Economic Development Advisory Commission Bylaws to include that the Director of the
Homer Chamber of Commerce may serve as a non-voting, ex-officio member of the
Commission.

PASSED AND ADOPTED by the Homer City Council this 9th day of December, 2013.

CITY OF HOMER

MARY E. WYTHE, MAYOR

43 ATTEST:

44

45

46

47 _____
JO JOHNSON, MMC, CITY CLERK

48

49 Fiscal Note: N/A



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 13-165

TO: MAYOR WYTHER AND CITY COUNCIL MEMBERS

FROM: MELISSA JACOBSEN, CMC, DEPUTY CITY CLERK

DATE: NOVEMBER 14, 2013

SUBJECT: ECONOMIC DEVELOPMENT ADVISORY COMMISSION BYLAW
AMENDMENT TO INCLUDE THAT THE DIRECTOR OF THE HOMER
CHAMBER OF COMMERCE MAY SERVE AS A NON-VOTING, EX-OFFICIO
MEMBER OF THE COMMISSION.

At the November 12, 2013 regular meeting of the Economic Development Advisory Commission, Commissioners reviewed the draft resolution 13-xxx amending the EDC bylaws to include the Director of the Homer Chamber of Commerce as a non-voting, ex-officio member of the Commission and voted unanimously to forward it to the City Council for adoption.

Pursuant to the Commissions bylaws the bylaw amendment was introduced at their July 9th regular meeting, and noticed a second time at the September 9th regular meeting.

Recommendation:

Adopt Resolution 13-116 to amend the Economic Development Advisory Commission bylaws.

CITY OF HOMER ECONOMIC DEVELOPMENT ADVISORY COMMISSION

BYLAWS

Section 1. History/Membership/Record Keeping

The City of Homer Economic Development Advisory Commission was established in 1993 with those powers and duties as set forth in Title 1, Chapter 78, of the Homer City Code. (Ordinance 93-15(S)(A). The Commission was inactivated January 24, 2000 at EDC request on January 11, 2000. Council reactivated the Commission on February 27, 2006 via Resolution 06-20. The Commission is established to act in an advisory capacity to the City Manager and the City Council in areas of economic development within the City.

The Homer Economic Development Advisory Commission consists of seven voting members; no more than two (2) members may be residents from outside the city limits. Members shall be nominated by the Mayor and confirmed by the City Council to serve 3-year staggered terms. In addition to the seven members who make up the voting body, one Homer area high school student and one City Council member may also be appointed as non-voting members. The Mayor, City Manager, ~~and/or City Planner,~~ **and/or the Director of the Homer Chamber of Commerce** may serve as non-voting ex-officio members of the Commission.

Permanent records or minutes shall be kept of the proceedings of the regular monthly meetings. The minutes will record the vote of each member upon every question. Every decision shall be filed in the office of the City Clerk and shall be public record open to inspection.

Section 2. The duties and responsibilities of the Commission are:

- A. Act in an advisory capacity to the City Manager and the City Council on the overall economic development planning for the City of Homer.
- B. Provide ongoing review and evaluation of the City of Homer Comprehensive Economic Development Strategy (formerly known as the Overall Economic Development Plan) and formulate recommendations for revision. Revisions, amendments and extensions of the Comprehensive Economic Development Strategy (CEDS) may be adopted by the City Council after consideration and report by the Commission.
- C. Collect and analyze data relevant to economic development to evaluate existing community resources.
- D. Formulate and develop the overall long range economic development goals of the residents of the City of Homer through public hearing process.
- E. Identify specific alternatives or projects to accomplish the City's objectives and recommend priorities.
- F. Review recommendations of the Homer Advisory Planning Commission to encourage a business-friendly environment in Homer.
- G. Promote public interest in overall economic development.

H. Make inquiries regarding matters related to economic development.

I. Collaborate with other City of Homer advisory bodies, the Homer Chamber of Commerce, Kenai Peninsula Economic Development District, and Kenai Peninsula Tourism Marketing Council in activities of mutual interest.

Section 3. The Economic Development Commission will abide by the following rules and guidelines:

A. Existing Alaska State Law, Borough Code, and Homer City Code, where applicable.

B. Robert's Rules of Order, current version, in so far as this treatise is consistent with Homer City Code.

C. Decision Making

1. Quorum: Four commission members shall constitute a quorum. At least four affirmative votes are required for the passage of any action of the Commission and shall constitute the meaning of "majority vote." The final vote on a motion may be expressed through roll call or by unanimous consent ("no objection").

2. Voting: All Commission members present shall vote unless the Commission, for special reasons, permits a member to abstain.

3. Abstentions: All Commission members present shall vote unless the Commission, for special reasons, permits a member to abstain. A motion to excuse a member from voting shall be made prior to the call for the question to be voted upon. A member of the Commission requesting to be excused from voting may make a brief, oral statement of the reasons for the request and the question of granting permission to abstain shall be taken without further debate. A member may not be permitted to abstain except upon the unanimous consensus of members present. A member may not explain a vote, may not discuss the question while the roll call vote is being taken and may not change his/her vote thereafter.

4. Consensus: The Commission may, from time to time, express its opinion or preference concerning a subject brought before it for consideration. Said statement, representing the will of the body and meeting of the minds of the members, may be given by the presiding officer as the consensus of the body as to that subject without taking a motion and roll call vote.

5. Notice to Reconsider: A member of the Commission who voted on the prevailing side on any issue may provide notice of reconsideration within 48 hours from the time the original action was taken. The Chair or Vice-Chair shall notify staff of the reconsideration.

6. Conflict of Interest: A member of the Commission shall disqualify himself/herself from participating in any official action in which he/she has a substantial financial interest per HCC 1.12. The member shall disclose any financial interest in the topic before debating or voting. The member cannot participate in the debate or vote on the matter, unless the Commission determines the financial interest is not substantial. Following the Chair's announcement of the agenda item, the Commissioner should state that he/she has a conflict of interest. Once stated, the member should distance himself/herself from all

motions. The Commission must move and vote on whether or not there is a conflict of interest. At this time a motion shall be made by another Commissioner restating the disclosed conflict. Once the motion is on the floor, the Commissioner can disclose his/her financial interest in the matter and the Commission may discuss the conflict of interest. A vote will then be taken. An affirmative vote excuses the Commissioner and he/she takes a seat in the audience or remains nearby. Upon completion of the agenda item, the Commissioner will be called back to join the meeting.

D. Communication with Mayor & Council and City Manager

1. Any recommendation the Commission may have regarding economic development is to be directed to the City Council through the City Manager. Recommendations of the Commission concerning policy issues may be sent directly to the Council upon request of the Commission.

2. Any report or recommendation made in response to a specific request from the City Council shall be made directly to the Council, unless otherwise directed by the Council.

E. Meetings/Agendas:

1. Regular meetings will take place on the second Tuesday of each month at 6:00 p.m.

2. Items may be added to the Regular Meeting agenda at the request of staff, the Commission as a whole, or individual commissioners. Agenda deadline is the Wednesday of the week preceding the meeting date at 5:00 p.m. Packets should be available by end of day on the Thursday following the agenda deadline.

3. After the agenda deadline, the commission may, through majority vote, add or remove agenda items at the beginning of a meeting during "Approval of the Agenda." Added items shall be for discussion purposes only; no action may be taken.

4. Special Meetings, Worksessions, and Public Forums may be called by the Chair or a majority of the Commission. Worksessions and Public Forums do not require a quorum. However, no action may be taken at a worksession or forum; items on the agenda are for discussion only.

F. The general order of business during a Regular Meeting shall be as follows:
(Information in parentheses need not appear on the agenda. Time limits do not include optional question/answer period. The Chair, with concurrence of the body, may adjust the time limit.)

1. Call to Order

2. Approval of Agenda

3. Public Comments Regarding Items on the Agenda. (3 minute time limit per person)

4. Reconsideration (Vote on reconsideration with item placed under pending business for reconsideration of action by the Commission.)

5. Approval of Minutes

6. Visitors (Scheduled visitors who have been invited to give a presentation will be allotted no more than 20 minutes per presentation. For unscheduled visitors, the Chair will set a time limit of no more than 5 minutes per person. Topics should be relevant to the role of the Commission as an advisory body.)

7. Staff & Council Report/Committee Reports/Borough Reports (Written reports are to be provided by packet deadline. Time limit for oral reports not to exceed 5 minutes.)

8. Public Hearing (3 minute time limit per person.)

9. Pending Business (Items that have been carried over from previous meeting, postponed, reconsidered, tabled, etc.)

10. New Business

11. Informational Materials (No action may be taken on these matters; they may be discussed only.)

12. Comments of the Audience (3 minute time limit per person.)

13. Comments of the City Staff

14. Comments of the Council member

15. Comments of the Chair

16. Comments of the Commission.

17. Adjournment/Next Regular Meeting (Also state any additional meetings to be scheduled. All Regular Meetings will be held in the Homer City Hall, Cowles Council Chambers.)

G. Duties and Powers of the Officers:

A Chair and Vice-Chair will be selected annually (November meeting) by the voting members. The Chair will preside at all meetings of the Commission, call special meetings in accordance with the by-laws, sign documents of the Commission, see that all actions and notices are properly taken, and summarize the findings of the Commission for the official record. The Vice-Chair will perform all duties and be subject to all responsibilities of the Chair in his/her absence, disability or disqualification of office. The Vice-Chair will succeed the Chair if he/she vacates the office before the term is completed, to complete the unexpired term. A new Vice-Chair will be elected at the next regular meeting. It is the responsibility of the Chair to advise the City Clerk regarding any and all non-regular meetings within a timely manner to meet Code requirements for advertisement/publication.

H. Vacancies:

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:

1. fails to qualify to take office within 30 days after his/her appointment;
2. resigns and the resignation is accepted;
3. is physically or mentally unable to perform the duties of his/her office;
4. misses three consecutive regular meetings unless excused; or
5. is convicted of a felony or of an offense involving a violation of his/her oath of office.

I. Amendment of Bylaws:

The by-laws may be amended at any meeting of the Commission with five affirmative votes, 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. The amendment shall be presented in the form of a Resolution by the City Council and shall be forwarded to the City Council through the City Clerk at the earliest possible date.

(These Bylaws were approved by the Homer City Council on August 25, 2008 via Resolution 08-89.)

**CITY OF HOMER
HOMER, ALASKA**

City Clerk

RESOLUTION 13-117

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
REPEALING THE CITY OF HOMER RETENTION SCHEDULE AND
ADOPTING AN UPDATED CITY OF HOMER RECORDS
CLASSIFICATION AND PROCEDURES MANUAL AND RETENTION
SCHEDULE.

WHEREAS, Alaska Statute 40.21.010 requires the orderly management of current local public records and preservation of noncurrent public records that have permanent historical value; and

WHEREAS, Alaska Statute 40.21.070 states that “the government body of each political subdivision of the state shall promote the principles of efficient records management for local public records...” and requires the City, “as far as practical,” to follow the program established for the management of state records; and

WHEREAS, The City found it practical to substantially adopt the periods of record retention established for the management of state records or longer periods of retention needed by the City, except for retention of certain personnel records, fire and police department records, and library department records, which required shorter retention periods due to database and filing space limitations; and

WHEREAS, Alaska Statute 29.20.380(4) requires the municipal clerk to “manage municipal records and develop retention schedules and procedures for inventory, storage and destruction of records; and

WHEREAS, Homer City Code 2.08.010(e) requires the City Clerk to adopt a Records Classification and Procedures Manual; and

WHEREAS, It is in the City’s best interest to update the City Retention Schedule to substantially follow the recommendations provided by the State of Alaska in the Model Retention Schedule and ensure compliance with the Homer City Code.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Homer, Alaska:

Section 1. The City of Homer Records Retention Schedule is hereby repealed and the City of Homer Records Classification and Procedures Manual and Retention Schedule is hereby adopted.

Section 2. This resolution shall be effective upon the date of adoption.

PASSED AND ADOPTED by the City Council of Homer, Alaska, this 9th day of December, 2013.

CITY OF HOMER

MARY E. WYTHE, MAYOR

ATTEST:

JO JOHNSON, MMC, CITY CLERK

Fiscal Note: N/A

CITY OF HOMER CLASSIFICATION AND PROCEDURE MANUAL AND RECORDS RETENTION SCHEDULE



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PREFACE

The purpose of this City of Homer Records Classification and Procedures Manual and "Retention Schedule" is to ensure compliance with all federal, state, and local laws regarding retention of vital records or records having legal or historical value generated or held by the City of Homer, Alaska ("City").

INTRODUCTION

AS 40.21: Management & Preservation of Public Records

Alaska Statute 40.21 requires the orderly management of current local public records and preservation of noncurrent public records that have permanent historical value. Alaska Statute 40.21.070 says "the governing body of each political subdivision of the state shall promote the principles of efficient records management for local public records..." Moreover, per AS 29.20.380(4) the municipal clerks shall "manage municipal records and develop retention schedules and procedures for inventory, storage and destruction of records." Similarly, HCC 2.08.010(e) requires the City to adopt a classification and procedure manual.

What is a Record?

"Record" means recorded information in any form, including without limitation any document, paper, book, letter, photograph, microfilm, map, drawing, chart, card, magnetic media or computer printout, developed or received under law or in connection with the transaction of official business and appropriate for preservation as evidence of the organization, function, policies, decisions, procedures, operations, or other activities of the City or because of its informational value. The term "record" does not include:

1. Library and museum material developed or acquired and preserved solely for reference, historical or exhibition purposes, extra copies of documents preserved solely for convenience of reference, or stocks of publications and processed documents.
 2. Reference documents.
 3. Transitory documents.
- (see HCC 2.04.010 (g))

The Four Values of Records That Impact Retention	
Administrative/ Operational:	These records are needed for current operations of the City.
Financial:	Financial records document fiscal transactions needed for tax and audit purposes.
Legal:	The value of a record for use as evidence in pending or threatened

	litigation or to document a legal relationship or event. (HCC 2.04.010(e))
Historical:	The value of a record for use at a later date in reconstructing a general history of the development and government of the City (HCC 2.04.010(c)).

GLOSSARY

Vital Records:	Records necessary to assure continuance of essential governmental operations to protect the legal and financial operation of the City in the event of disaster or catastrophic loss of City records. (HCC 2.04.010(k))
Disposition:	The process where a record is either destroyed or transferred to archives as prescribed by this records retention schedule.
Duplicates:	Duplicate records are all other copies of a record not considered to be the Official Record Copy. In essence this means that if your department does not hold the Official Record Copy, you hold a duplicate copy and must retain this duplicate for the prescribed period of time as stated in this Retention Schedule.
Official Record Copy:	The Official Record Copy refers to the copy of the record that must be retained to fulfill all legal responsibilities and must be retained for the total retention period stated.
Records Series:	A group of alike records filed together by their content e.g. reading files.
Retention:	This refers to the length of time for which records must be preserved.

1. General Administrative

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
1. GENERAL ADMINISTRATIVE			
1.1	General Correspondence Consists of original incoming and copies of outgoing letters and memoranda related to the general administration and operation of the City, often arranged topically according to a file classification system. Includes the following types of correspondence: intra/inter-departmental, legislative, professional association, committees, and public. Also may consist of conference/training notes, organizational charts, delegations of authority, share campaign, inventories/logs, studies, service pin award data, etc.	3 years then destroy*	* = <i>General Correspondence</i> of Mayor, City Manager, Clerk, Department Head, and Boards & Commissions may have archival value and should be retained permanently.
1.2	Reading Files Copies of outgoing letters, memoranda, and messages. Maintained as a discrete records series, these files are used for various administrative purposes.	3 years then destroy*	* = <i>Reading Files</i> of the Mayor, City Manager, Clerk, and Department Heads may have archival value and should be retained permanently.
1.3	Policies & Procedures 1.3.1 Major Substantive and binding department issued policies, procedures, directives, decisions, orders, rules, guidance, agreements, understandings, and manuals that address mission essential functions for which the department is statutorily responsible. These records document department functions and have	Retain Permanently	

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
1.3.2	<p>archival research value.</p> <p>Routine</p> <p>Routine City issued policies, procedures, directives, decisions, rules, organizational charts, and manuals that address internal functions and operating procedures.</p> <p>Major & Routine Policies & Procedures (including rules and regulations) consist of the Official Record Copy formalized by any Department.</p>	C+3 years then destroy	<i>C = Until superseded/obsolete.</i>
1.4	Reports		
1.4.1	Annual, Audit, Management & Operation	Retain Permanently	
1.4.2	<p>All Others</p> <p>"All Others" includes Monthly, Statistical, Performance, Damage & Vandalism, Safety, Monitoring etc.</p>	3 years then destroy	
1.5	Administrative Studies/Special Projects		
	Includes final reports and backup data regarding major administrative studies and special management projects.	Retain Permanently	Review backup data for archival value.
1.6	Department History Files		
	This series documents the functions and activities of the Department. Consists of promotional media including press releases, news clippings, photographs (prints & negatives), videos, audios, cd's, dvd's and other electronic, magnetic or micromedia. Also includes	Retain Permanently	

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	information officer project materials, Department head speeches, written histories, monographs, brochures, pamphlets, etc.		
1.7	Equipment Records		L = Life of equipment.
1.7.1	Delivery Order, Correspondence, Usage Reports, General Maintenance & Inventories	L+4 years then destroy	
1.7.2	Warranty Information, Instruction/Operating Manuals, Repair/Maintenance History, etc.	L+4 years then destroy	
1.8	Property Control Files		
	Department copies of controlled property management reports, property tag register, excess property reports, property transfer documents, and related correspondence.	5 years then destroy	
1.9	Automotive Management		L = Until vehicle is disposed.
1.9.1	Vehicle Records This series documents each vehicle owned and serviced by the City. May include title; registration; work orders; correspondence; damage/accident reports; checklists; photographs; and, inspection, service, maintenance and repair documents.	L+2 years then destroy*	* = If vehicle is involved in fatal accident or litigation, keep file 25 years or until legal counsel recommends disposition.
1.9.2	Claim Files Includes copies of the following: <i>Motor Vehicle Accident Reports, Certification of Insurance, Lost-Stolen-Damaged Property Reviews</i> , inspection reports, maintenance records (parts, service, repair estimates, work orders) <i>Liability Accident Notices</i> ,	L+3 years then destroy	

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	registrations, and titles.		
1.10	Injury & Accident Records Includes incident/accident reports, medical evaluations, public safety officer reports, time loss documentation and other data relating to on the job injuries and accidents.	C+6 years then destroy	C = Resolution of accident.
1.11	Transitory & Miscellaneous Administrative Information Including telephone logs, correspondence tracking logs, file plans, purchasing logs, property inventories, message books, appointment books/calendars, bulletins, mailroom logs/registers (e.g. certified/registered, postage meter) word processing drafts, day sheets, assignments, suspense files, forms files, printing/stock requests, fuel inventory sheets and other indices.	C then destroy	C = Until administrative need is met.
1.12	Drafts & Working Papers This series contains documents, correspondence, reports, memoranda, and other materials in preliminary or developmental form before their iteration as a final product. Drafts may include copies of materials circulated for review for grammar, spelling and content. Working papers may include notes and miscellaneous documents used in compiling and assembling the final product.	C then destroy	C = Until administrative need is met.
1.13	Technical Reference Files Technical studies, newsletters and publications used in the	C then destroy	C = Until administrative need is met.

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	administration of department business.		
1.14	Public Records Log & Requests for Public Information Includes written request for public records received. Log includes date of request, name of requester and other related information. Technical studies and publications used in the administration of City business.	1 year then destroy	
1.15	Website Content, Management & Operations Records Web site-related records include 1) web content records, which represent information presented on a web site, and 2) web site administrative records, which provide evidence of the management and operations of the website. Records may include: web master policies; procedures; notes; content pages, inclusive of the HTML markup; records generated when a user interacts with a site; lists of URL's referenced in the site's hyperlinks; web site design records; records addressing usage of copyrighted material; software applications used to operate the site; web snapshots; site maps depicting directory structure/hierarchy; server environment configuration specifications; web page metrics/statistics; and, other development materials utilized in the creation and maintenance of department sites.	3 years then destroy*	* = Review for permanent retention. Backup tapes are stored offsite for security. Tapes are rotated according to departmental backup procedures.

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
1.16	Records & Information Management Files		
1.16.1	File Plans and Records Retention Schedules	Retain Permanently	
1.16.2	Records Disposition Certificates	Retain Permanently	
1.16.3	Records Transfer Lists (RTL)	Retain Permanently	
1.17	Automatic Data Processing & Electronic Data Processing Media Office copies of magnetic cards/tapes/diskettes and other media used for communicating with data processing equipment or as preliminary input, temporary storage, output control which serves as an intermediate means for the production of printouts, Computer-Output Microfiche (COM) or online data.	C then destroy	C = Retain until superseded/obsolete or administrative need is met.
1.18	Officials' Bonds	C+6 years then destroy	C = Expiration of bond provided an audit has been conducted.
1.19	Visitor Logs This records series consists of records documenting employees' and visitors' entrance into a City building during and/or after office hours. Logs may require time, date, signature, reason for visit, and location or person visited.	3 years then destroy	Civil litigation for personal injuries statute of limitations is 2 years to file a lawsuit. Oftentimes the lawsuit is not served for another 90 days or more after filing. Visitor logs are helpful to establish potential witnesses or to corroborate the presence of witnesses.
2. CLERK & GOVERNING BODY			

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
2.1	Meeting Files		
2.1.1	Official Minutes	Retain Permanently	
2.1.2	Backups The Official Minutes constitute the official accounts of the proceedings and actions of the City Council, boards, commissions, committees, community councils and special work groups. Other backup may include notices of meeting, agendas, packets, meeting dockets, roll call, correspondence, complaints, reports, transcripts, legal opinions, financial studies, declarations, recommendations, amendments to Council rules, ordinances and resolutions, background papers and audio/visual products.	C then destroy	C = Until minutes have been approved.
2.2	Public Hearing Files Includes the following documentation related to public hearings: notices of meetings, affidavits of publication, work papers, speaker signup sheets, written testimony, exhibits and audio/visual materials.	10 years then destroy	
2.3	Petitions For initiatives, referenda and recall filed by private citizens or groups requesting City Council action..	6 years then destroy	AS 29.26
2.4	Proclamations Issued/prepared by mayor or City Council..	Retain Permanently	

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
2.5	Codes, Ordinances & Resolutions		
2.5.1	Adopted May include supplements to the Homer City Code, lists of all ordinances/resolutions, ordinance/resolution number and ultimate decision.	Retain Permanently	Maintain certified copy of all official ordinances in a separate ordinance file. AS 29.20.380
2.5.2	Not Adopted May include lists of all proposed ordinances/resolutions, the proposer, ordinance number and ultimate decision (e.g. changed, withdrawn, in committee indefinitely).	10 years then destroy*	* = Files with historical value should be retained permanently.
2.6	Oaths of Office & Appointments This series may consist of oaths for boards, commissions, committees, councils and elected officials; and, affirmations, acknowledgements, notices of appointments/resignations, lists of members with terms and dates of appointment, and the code or executive order establishing the City.	Retain Permanently	AS 29.20.600
2.7	Conflict of Interest Statements Statements for elected/appointed municipal officers and employees.	6 years then destroy	AS 29.20.010
2.8	Incorporation Files Documents incorporation records series not found elsewhere on this schedule (petitions, public hearings, etc). May include information related to investigations, decisions, City logo and official City seal.	Retain Permanently	AS 29.05

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
2.9	Annexation Files		
2.9.1	Passed	Retain Permanently	
2.9.2	Failed Includes petitions, correspondence, affidavits of publication, copy of ordinance and related public hearing backup records.	5 years then destroy	
2.10	Reapportionment & Redistricting Records May include City and school district reapportionment records; precinct boundaries; and, district, municipal and state boundary reapportionment documentation.	C then destroy	C = Until superseded.
2.11	Census Records This series documents population estimates including resident data (e.g. name, age, gender, marital status, residence address, number of children, annual income, occupation, etc.)	C then destroy	C = Until superseded. Retain backup data for 10 years. AS 29.60
2.12	Cemetery Master Files May include diagrams, maps and indices of burial plots, record of lot sales, cash/deed book, burial permits, register of interments, and minutes of cemetery association/board.	Retain Permanently	
2.13	Asset Inventories		
2.13.1	Fixed	L then destroy	L = Life of asset, or until State authorizes disposal of grant funded assets.
2.13.2	Non-Fixed Inventories of owned assets indicating value, location, purchasing information, etc. The	3 years then destroy	Backup records dealing with an asset may be disposed per

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	Government Accounting Standards Board (GASB) requires municipalities to record infrastructure as part of their fixed assets.		policy according to type (purchase order, grant, correspondence, etc.)
2.14	Land Classification Case Files Documents actions to classify lands within the jurisdiction of the City. May relate to acquisitions, sales, leases, management agreements, letters of entry, timber sales, resource sales, etc.	C+10 years then destroy	C = Until resolution of the case. If case files subject to potential litigation, retain until file no longer has legal value. Some files may have permanent archival value.
2.15	Road Name Changes Includes information regarding road name changes and copies of affidavit of publication.	Retain Permanently	
3. FINANCE & AUDIT			
3.1	General Accounting Records May include work papers, spreadsheets, summaries, receipts and other data documenting Department accounting practices. Includes financial data regarding accounts payable/receivable, grant/contract administration, assessment of fines, payment of license fees, etc.	3 years then destroy*	* = Provided an audit or other annual financial statement has been certified.
3.2	Travel Accounting This series documents travel advances, per diem and transportation fees for employees on official City business.	3 years then destroy	

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
3.3	Department Budget Files		
3.3.1	Work papers This series documents development of Department operating and capital budgets prior to presentation to City Council. Includes budget instructions, submissions, backup documentation, cost allocations, annual estimates of revenue and amendments.	3 years then destroy	
3.3.2	Final Approved Budget	Retain Permanently	
3.4	Financial & Accounting Reports		
3.4.1	Annual	Retain Permanently	
3.4.2	Other Includes Annual Report and annual estimates of revenue prepared by the Finance Director summarizing financial condition, activity and balances; and, routine balancing/status reports output on a regular or ad hoc basis documenting City expenditures and financial activity.	CFY+3 years then destroy	CFY = Current Fiscal Year. See item #1.4.1 for Audit Reports.
3.5	Ledgers & Journals		
3.5.1	General, Revenue & Expenditure Includes books of original entry.	Retain Permanently	
3.5.2	Subsidiary	CFY+3 years then destroy	CFY = Current Fiscal Year.

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
3.6	Vendor Files Documentation relating to payment for commodities or services, fines, fees and permits. Consists of financial transaction registers, vouchers, delivery orders, purchase orders, logs, supply requisitions, advertising orders, invoices, postage meter receipts, etc.	CFY+3 years then destroy	CFY = Current Fiscal Year.
3.7.1	Banking Records This series consists of records of bank transactions for revenue and payments and fund investment records, including: deposit slips, wire transfers, agent fees, transmittal of receipts, savings account data, debt service payments and collected monies of a Department.	CFY+3 years then destroy*	CFY = Current Fiscal Year. * = Provided an audit or other annual financial statement has been certified.
3.7.2	Original Bank Statements	CFY+7 years then destroy	
3.8	Cancelled Checks & Check Registers 	CFY+3 years then destroy*	CFY = Current Fiscal Year. * = Provided an audit or other annual financial statement has been certified. Recommend that cancelled checks be retained with grant files.
3.9	Cash Books & Cash Journals Ledger showing details of daily receipts and expenditures, including running balances for each fund.	CFY+3 years then destroy*	CFY = Current Fiscal Year. * = Provided an audit or other annual financial statement has been certified.

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
3.10	Revenue Sharing/Safe Communities Files The City may be allocated money on a formula basis for public/ice roads, fire departments, etc. May consist of applications, correspondence, year-end audits/budgets.	3 years then destroy	
3.11	Bond Records Includes cancelled/redeemed bonds/coupons documenting proof of issuance and payments to individual bondholders.	3 years then destroy*	* = Provided an audit or other annual financial statement has been certified.
3.12	Bond Registers Includes bond/coupon register (numeric listing of bonds/coupons).	C+20 years then destroy	C = Until issue called.
3.13	Bills of Sale Official documentation of sales transactions between the City and buyer.	7 years then destroy	
3.14	Foreclosure Files Documents foreclosures and includes delinquency reports, billings, petition of judgment, certified mailings, final judgments, and certificates of redemption.	C+10 years then destroy	C = Until case is closed. Per AS 09.10.030 there is a 10 year statute of limitations on action to recover real property. Certain files may have archival value.
4. PAYROLL			
4.1	Payroll Warrant Register Lists check number, employee name, net amount and financial coding.	T+10 years then destroy	T = Termination of Employee.

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
4.2	Payroll Journal	3 years then destroy*	* = Provided an audit or other annual financial statement has been certified.
4.3	Payroll Case Files These case files document employee salary and may include: payroll action forms, PERS/TRS enrollment/change forms and IRS data.	T+10 years then destroy	T = Termination of Employee.
4.4	Payroll Deduction Authorizations Includes reports and lists.	4 years then destroy	
4.5	Leave Accounting Timesheets—daily, weekly or monthly record of hours worked—and documentation for accrued/used leave.	3 years or 50 years then destroy*	* = Only destroy these after 3 years if you retain the associated data or leave accounting record elsewhere. If you have questions, contact the State of Alaska, Division of Retirement & Benefits for clarification.
4.6	Employer W-2 Copy Federal withholding tax statement.	4 years then destroy	
4.7	Employee Pay Record Cards Documents gross earnings, deductions and net pay for each employee.	50 years then destroy	
4.8	Employee Withholding Exemptions (W-4)	4 years then destroy	
4.9	Garnishment & Payroll Deduction Court Orders	50 years then destroy	

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
4.10	Notification of Pay Step Increases	50 years then destroy	
4.11	Payroll Reports May include the following reports: Federal Insurance Contribution Act, unemployment insurance, summary/special detailed queries, stopped/reissued warrants, overtime and retirement.	4 years then destroy	
4.12	Electronic Federal Tax Payment (EFTPS) Documentation This series documents tax deposits transmitted to the federal government. Includes spreadsheets and other backup.	4 years then destroy	
4.13	Internal Revenue Service Reports & Reconciliations May consist of the following IRS reports: 1099R and related reports, and 945. May include reconciliations (work papers) regarding tax liability for retirees and their beneficiaries.	C+4 years then destroy	C = Until due date of appropriate tax return period or date tax is paid, whichever is later. 26 CFR 31.6001-1.
4.14	Savings Bond & 401k Accounting Records	50 years then destroy	
5. PROCUREMENT, CONTRACTS & GRANTS			
5.1	Procurement Records This series includes documents related to purchases of goods and services and may include: bid specifications, requests for proposal, vendor solicitations, price quotations, bid abstracts, purchase orders/requisitions, contracts/leases, delivery orders, correspondence and tracking logs.	CFY+3 years then destroy.	CFY = Current Fiscal Year. Refer to item #5.2 if a formal contract is required. Refer also to item #3.6 (Vendor Files).

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
5.2	Contract Administration Consists of notification of award, original contract, and amendments or renewals, special conditions, fiscal reports, payment logs, progress reports and correspondence. Includes contracts for leased space, contract insurance and bonds.	L+6 years then destroy	L = Life of Contract. Per AS 09.10.053 Statute of Limitations is 3 years for causes of action which accrued after August 7, 1997. (SLA 1997 Chapter 26, Sections 3 & 4. Silvers v Silvers, 999 P.2d 786, 790 n.4 (Alaska 2000)).
5.3	Grant Administration Files		Per AS 09.10.053, statute of limitation is 3 years.
5.3.1	State	6 years then destroy	
5.3.2	Federal This series documents receipt of State or federal monies and consists of applications, copy of notification of grant award, agreement, special conditions, fiscal reports, closeout documents, reports (audit, status, progress & compliance) and correspondence.	C then destroy	C = Until federal audit is completed or 3 years after grant closeout, whichever is later. Refer to item #3.1 for financial documents relating to grants.
5.4	Grant Applications (Not Awarded) Applications that were not approved or funded.	1 year then destroy	
6. HUMAN RESOURCES ADMINISTRATION			
6.1	Individual Personnel Files Official employment history including applications; resume; personnel actions regarding hire, termination, and promotion; performance appraisals; results from employment tests; insurance		T = Termination of employment. Certain information is confidential.

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	and benefits backup; family and medical leave act documentation; letters of commendation/reprimand; training certificates/history; driving records; drug/alcohol tests; service record card/employment history. Full Time Employees Regular Part-Time Employees Temporary and Casual Employees	T+50 years then destroy T+15 years then destroy T+10 years then destroy	
6.2	Recruitment, Selection & Appointment Records Consists of job applications, transcripts, recruitment notices, examinations, test answer sheets, score sheets, results, affidavits of publication and correspondence.	C+2 years then destroy	C = Date of Hire. Certain information is confidential.
6.3	Job Applications (Unsolicited)	Return to Applicant or Destroy	Certain information is confidential.
6.4	Master Examination Files Samples of each test or examination used in the selection and rating process of prospective employees, including answer keys.	C then destroy	C = Until superseded/obsolete or administrative need is met.
6.5	Organization Charts	C then destroy	C = Until superseded/obsolete or administrative need is met.
6.6	Salary Schedules	C then destroy	C = Until superseded/obsolete or administrative need is met.
6.7	Job Descriptions Description of specific duties for each position.	C then destroy	C = Until superseded/obsolete or administrative need is met.

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
6.8	Job Class Specifications Minimum qualifications (knowledge, skills and abilities) required for each job classification or position. May list necessary education/certifications, examples of duties, salary, category of position and distinguishing characteristics.	C then destroy	C = Until superseded/obsolete or administrative need is met.
6.9	Classification/Reclassification Action Case Files Department action regarding specific positions/classifications.	C then destroy	C = Until superseded/obsolete or administrative need is met.
6.10	Grievance Case Files Documents grievances filed by employees against Departments. Consists of grievance forms, investigative notes, reports, correspondence and related backup.	C+5 years then destroy	C = Resolution and execution of any stipulations. Relates to "For Cause" employees rather than "At Will" employees. Certain information is confidential.
6.11	Contract Interpretation & Arbitration Decisions Includes exhibits, briefs and arbitrations relating to contract interpretation.	Retain Permanently	Relates to "For Cause" employees rather than "At Will" employees.
6.12	Training Course Files Consists of nominations, schedules with course information, and course evaluations from participants, correspondence and rosters.	3 years then destroy	
6.13	Training Course Development Files Course materials including audio/visual products, training aides, research materials, correspondence, and other media	C then destroy	C = Until superseded/obsolete or administrative need is met.

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	etc. related to the development and/or presentation of training presentations.		
6.14	EEO Administration Records Includes quarterly utilization, compliance and annual reports; affirmative action plans; complaint case files; Departmental actions, and employment statistics.	10 years then destroy	Certain information is confidential per AS 18.80.115.
6.15	EEO Complaint Case Files Consists of records regarding discrimination charges, including documentation of the party making the charge and other employees/applicants in the same or similar positions; and, Departmental actions. Discrimination charges may be on the basis of race, color, religion, national origin, gender, etc.	C+7 years then destroy	C = Until complaint is resolved. Retention complies with Title VII of the Civil Rights Act of 1964. Certain information is confidential per AS 18.80.115.
6.16	Employee Medical Records Consists of on-the-job accident or illness/medical reports, lost time documentation, records used to monitor exposure, correspondence, etc. Includes employees exposed to blood-borne pathogens, formaldehyde, asbestos, mercury, or other hazardous substances.	Official Record Copy: T+30 years then destroy Duplicates: T+1 year then destroy	T = Termination of employment. Confidential per AS 40.25.120. 29 CFR 1910.1001
6.17	Hazard Communication & Material Safety Data Sheets Lists of hazardous chemicals present in the workplace and copies of material safety data sheets received with incoming shipments of chemicals and posted in the workplace.	30 years then destroy	Official Record Copy retained by receiving Department. 20 CFR 1910.1200; 1410.450

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
6.18	Immigration Reform & Control Act (1986) I-9 Forms Employment Eligibility Verification forms retained by the Employer. All employees, citizens and noncitizens hired after November 6, 1986 complete Section 1; Employers complete Section 2.	C+3 or T+1 then destroy*	C = Date of hire. T = Termination of employment. * = Retain records for the longer period.
6.19	Alaska Human Rights Act Records Records of the age, race, and sex of all applicants for employment and all employees.	2 years then destroy	AS 18.80
7. RISK MANAGEMENT			
7.1	Insurance Policies & Endorsements This series includes insurance proposals, policies and endorsements, bonds, riders, correspondence, financial coding vouchers and billing information.	C+50 years then destroy	C = Until policy expires. The City Attorney will review all expired policies prior to destruction to determine if additional retention is required due to pending claims or litigation.
7.2	Risk Management Claim Files May include correspondence to/from claims adjusters, private attorneys, accident reports (property damage and personal injury) summary reports, payment orders/verification, pleadings/depositions and individual claim records.	C+7 years then destroy	C = Until claim is settled and all legal aspects are resolved.
7.3	Workers' Compensation Claims May include death, permanent total disability, time loss and no time loss cases. Documents	C+40 years then destroy	C = Until case is inactive

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	include reports of injury/illness, medical reports, correspondence, legal filings, copies of Board decisions/order, compromise and release agreement, vocational rehabilitation reports/decisions, and Second Injury Fund reimbursements.		
8. ELECTION			
8.1	Voting Ballots (Completed, Challenged, Rejected, Absentee & Special Needs) May include applications.	C+1 Month then destroy	C = Until election is certified. If election is contested, retain longer per AS 15.15.470.
8.2	Certificates of Election Copies of election certificates presented to candidates upon verification of election.	4 years then destroy	
8.3	Certificates of Election Returns (Regular & Special) Consists of individual machine numbers; polling place designation; date of election; total votes registered by machine, candidate or referenda; and, signatures of elections inspectors, judges, administrators, clerks, volunteers.	Retain Permanently	Certain certificates that are duplicated elsewhere or do not have archival value may be disposed of after administrative need is met.
8.4	Election Registers & Tally Books Consists of the following registers: precinct, final voting, questioned voter, special needs voting and absentee voter. Also includes special needs voting applications.	4 years then destroy	Retain longer if election is contested per AS 15.15.470.
8.5	Election Contest/Runoff Information	C+1 year then destroy	C = Until election is certified.

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	Contested election and runoff data.		
8.6	DOJ Preclearance Records This series includes request and pre-clearance for election.	Retain Permanently	DOJ = Department of Justice.
8.7	Declarations of Candidacy Declarations executed under oath including name, mailing address, office declared, residency length, etc.	4 years then destroy	AS 15.25.030
8.8	Financial Disclosure Statements	6 years then destroy	
8.9	Affidavits Documents voters requiring or requesting action or special accommodation during an election.	4 years then destroy	
8.10	Recount Petitions Candidate requests for recount of individual machine or paper ballot tallies. Includes candidates' reason for request.	4 years then destroy	
8.11	Candidates Lists Lists of candidates. Data includes: name and address of candidate, order in which they will appear on the ballot, office sought and term of office.	4 years then destroy	
8.12	Candidate Withdrawals Certificates of withdrawal. Includes candidate statement concerning reason for withdrawal.	4 years then destroy	
8.13	Election Officials' Records May consist of recruitment materials, interest letters, training notes, acceptance forms, oaths	4 years then destroy	

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	and mileage reimbursement requests. Includes absentee voting officials' documentation.		
8.14	Voting District Descriptions, Maps & Street Books Descriptions of election precinct boundaries and maps indicating current voting district boundaries and numbers. Street books consist of alphabetical lists of streets (and house numbers where street encompasses more than one district) providing senatorial and representative numbers.	Retain Permanently	
8.15	Campaign Disclosure	6 years then destroy	
9. INFORMATION TECHNOLOGY			
9.1	Computer System Files		* = Tapes are rotated according to established IT procedures.
9.1.1	Backup Tapes	*	
9.1.2	Documentation File Documentation file may include: program/system documentation, wiring records (specifications/drawings of building, cables or computer hardware connections) application software licenses/agreements, data systems and file specifications, security information (access requests/authorizations/logs, passwords), disaster recovery procedures, user guides, usage/inventory reports, backup procedures.	C then destroy	Backup tapes are stored offsite for security. C = Until superseded/obsolete or administrative need is met. System related data should be retained until the system is superseded/obsolete.

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
9.2	IT Service Requests Requests for service from departments. Documents requestor, type of service requested and IT action.	3 years then destroy	
10. LEGAL			
10.1	Municipal Attorney Opinions Consists of official and informal positions regarding legal issues affecting Departments or the City Council. May include information/action memoranda regarding ordinances, resolutions and vetoes.	Retain Permanently	
10.2	Regulation Files Includes matters relating to local legislation in which the City or City Council has an interest or has been involved.	10 years then destroy*	* = Review for archival value.
10.3	Litigation Case Files This series documents City action in civil and criminal cases. Includes briefs, pleadings, investigative materials, court proceedings, transcripts, correspondence, exhibits, photographs and other media.	C+6 years then destroy	C = Until case is closed.
10.4	Investigation & Matters Files This series documents investigations that are not prosecuted. Includes work papers, analyses, evidence, final reports, requests for legal opinions, research notes, correspondence, photographs and other media.	C+6 years then destroy	C = Until investigation concludes.

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
10.5	Franchises Official authorization granted to a private entity to provide public utilities or services within the jurisdiction of the City.	T+6 years then destroy	T = Until franchise is terminated.
10.6	Right of Way & Easement Files Grant of easement records for legal permission to conduct work on private property, including, but not limited to, laying, constructing, maintaining, operating, repairing and servicing water and sewerage pipes, mains, drains, signs and utilities. Also vacations, descriptions of easement areas, diagrams, plans, agreement, memoranda, correspondence and property disposition.	Retain Permanently	Engineering or Parks & Recreation Departments may also administer the Official Record Copy.
10.7	Notice to Comply and/or Violation Reports	3 years then destroy	
11. PUBLIC SAFETY			
11.1	Police Reports (Major & Minor) Records complaint, report and follow-up for the following: felonies (which may include property records; arrest, court, processing, disposition and consent to search documents, witness/Miranda rights statements), motor vehicle accidents with injuries, missing person (unsolved), misdemeanors, abandoned vehicles/structures, breathalyzer use, domestic violence,	10 year then destroy	

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	accidental/unexplained death, escapes.		
11.2	Field Interrogation Cards Name and identifying data regarding persons questioned in the field, location, comments and disposition. May include vehicle, NCIC checks and information used for analytical purposes.	5 years then destroy	NCIC = National Crime Information Center.
11.3	Investigation Case Files Detectives' working papers of cases under investigation. Contains polygraph, surveillance and crime lab reports; latent fingerprints; photographs and other media; and, copies from Police Reports (item #11.1).	Retain Permanently	
11.4	Arrest Records Cumulative information for each adult arrested including booking documentation (name, arrest booking/AST number, address, date of birth, sex, occupation, physical description, offense, complaint report and disposition of case), finger print cards, photographs (mug shots) processing reports, copies from Police Report files, investigation reports, witness statements, signed Miranda rights, evidence examination requests, property record, rap sheets, court, process and disposition documents.	D or 10 years then destroy*	D = Until person is deceased. * = Retain records for the longer period.
11.5	Use of Force Investigations Investigations on the application of physical or deadly force. May include copies from complaint report file, inquiry and findings.	7 years then destroy	Final report in Human Resources file

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
11.6	Property Records Individual record of property/evidence taken into custody. May include date, names, addresses, signatures, description, serial numbers, condition, location/bin, complaint report number, comments and disposition.	C+3 years then destroy	C =Until case is adjudicated and cleared.
11.7	Stolen Property Lists Received and internally produced lists and printouts of lost, stolen, found, pledged or pawned property.	10 years with case file	
11.8	Criminal Background Checks May include polygraph tests, FBI checks, interviewer notes, etc.	1 year then destroy	
11.9	Juvenile Arrest Files Cumulative information file on each juvenile arrested. May include processing report, cover and face sheet, copies from complaint report files, investigation reports, property records, witness statements, signed Miranda rights, Family Court petitions, court process and disposition documents.	10 years	Records must be kept separately from adult arrest records.
11.10	Juvenile Prosecution Case Files Case files prepared for purposes of prosecution. Includes copies from Arrest files.	10 years	
11.11	Abused/Neglected Child Notification Reports from the DFYS or the ACS of suspected cases of child abuse, endangerment or neglect. May include cover letter, investigative worker's	3 years then destroy	DFYS = Division of Family & Youth Services. ACS = Alaska Court System.

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	observations/recommendations, and investigation summary.		
11.12	Holding Facility Records		A = Until audit is completed.
11.12.1	Prisoner's Personal Property & Inspection Records (relating to inspection of security, health and safety systems such as fire detection/suppression, sanitation, security and first aid.)	3 years then destroy	
11.12.2	Meal Records/Food Receipts & Housekeeping Records.	A+1 year then destroy	
11.13	Radar Reports May include certification of calibration, routine radar check reports, and certification of accuracy for tuning forks.	C+2 years then destroy	C = Until equipment is disposed.
11.14	Uniform Crime Report (UCR) Monthly account of offenses and stolen/recovered property values sent to the Alaska State Troopers.	5 years then destroy	
11.15	Crime Statistics Statistical compilations of crimes committed within the local jurisdiction.	Retain Permanently	
11.16	Accreditation Files Standards, goals and objectives, status and progress reports, and other documentation relating to accreditation and review for maintaining accreditation.	C then destroy	C = Until superseded/obsolete or administrative need is met.
11.17	Animal Control Files May consist of the following: licenses, animal complaint notifications/citations, description of animal, notification to owner,	3 years then destroy	

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	certification of ownership, owner claims, release of animal data, dog bite reports and statistical reports. Also spay/neuter, euthanasia, vaccination, patrol, and abuse/cruelty information.		
11.18	Fire Investigation Files Record of fire department investigations of suspicious or incendiary fires. May include reports (fire, rescue, investigators, State Fire Marshal, police, casualty, insurance), video evidence (photographs, video cassettes, cd's), memoranda, diagrams, or other documentation relating to investigation.	C+30 years then destroy	C = Until investigation is closed.
11.19	EMS & Fire Incident Reports Reports of any incident that involved Emergency Medical Services, or calls to the Fire Department	10 years then destroy	
11.20	Minors as patients If patient is under 19 years of age, must keep 2 years after they reach 19, plus 10 years	T + 12	T + 19 years of age
11.21	Fire Inspection/Compliance Files This series documents fire safety inspection before and after building construction is completed. May include building plans used in inspection/approval process detailing fire detection specifications or other <i>Fire Safety Code</i> compliance requirements, certificates of inspection, violation appeals, Department response, surveys and applications for	C then destroy	C = Until building is no longer in use. Retain building plans until <i>Certificate of Occupancy</i> is issued and plans are of no further administrative value.

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	variances.		
11.22	Permits/Licenses Issued Applications and permits issued by local fire authority and/or City Clerk. May include open burn permits, permits relating to fireworks and so on.	C+3 years then destroy	C = Until permit expires.
11.23	Variances Variances issued by the City. Note: Variances may form part of Fire Inspection/Compliance Files (item #11.21)	L then destroy	L = For life of the building or until occupancy classification is legally changed.
11.24	Violation/Complaint Files Record of violations and complaints relating to the <i>Fire Safety Code</i> . May include name, time, address, location of violation/complaint, complaint summaries, investigation reports, disposition and Department follow-ups.	C+3 years then destroy	C = Until resolution of complaint.
11.25	Fire & Rescue Response Dispatch Tapes Audio tapes of incoming calls and outgoing dispatch instructions.	30 days then destroy*	* = Then re-use tapes.
11.26	Fire & EMS Training Files Consists of correspondence, course descriptions, training dates and exam results.	T+10 years then destroy	T = Until termination of employee or volunteer no longer active.
11.27	Fire Prevention Education Programs Multimedia materials used in fire	C then destroy	C = Until superseded/obsolete or administrative need is met.

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	prevention education including brochures, films, cd's, posters, pamphlets and other program resources.		
11.28	Fire & Rescue Response Circuit/Radio Box Records		L = Life of system.
11.28.1	Test Logs	1 year then destroy	Records Maintained by Public Works Department.
11.28.2	Alarms Records Record of alarm response tests conducted on all circuit, radio and location alarm boxes to ensure proper alarm signals are being received. May also include maintenance records and inspection/testing records for individual alarm systems including systems testing and certification documentation, inspection records, service contracts and reports, permits, diagrams, site information, emergency contact lists and correspondence.	L then destroy	
11.29	Equipment Inspection Records		
11.29.1	Records of inspections for vehicles, mechanical systems, hoses, hydrants, ladders (ground and aerial), mask service information (model, serial number, purchase date, type, cubic feet of tank and service record. Self-Contained Breathing Apparatus (SCBA) inspection records, hoses, masks, and ladder inspection.	15 years 15 years	
11.30	Apparatus Accident Files Department record of accidents involving municipal fire/rescue vehicles. May include police	3 years then destroy*	* = Retain longer if involved in litigation. Consult with City Attorney prior to disposition.

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	reports, witness statements, memoranda, diagrams, photographs and related documentation.		
11.31	Fire Hydrant Identification Files Record of individual fire hydrants in service. Data may include identifying characteristics of each hydrant including location, date installed, size of lead, make, number of turns to open, size of main.	C then destroy	C = Until hydrant is no longer in service. Records maintained by Public Works Department.
11.32	Oil Spill Preparedness Files Includes information related to oil spill drills, incidents and inspections.	6 years then destroy	
11.33	Hazardous Materials/ Hazardous Substances Right To Know Files		C = As long as the employer does business in the City.
11.33.1	Annual Updates	3 years then destroy	USDOL = United States Department of Labor.
11.33.2	All other records Consists of detailed product/chemical identification listings supplied annually by individual employers that hold, use, or sell products considered hazardous by the USDOL, DOSH. This series may include USDOL forms or material safety data sheets, emergency and hazardous chemical inventory forms, company emergency plans, inspection reports, or other mandated documentation relating to hazardous substances.	C+7 years then destroy	DOSH = Department of Occupational Safety & Health.

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	Nonconforming Determinations Flood Plain Development Permits Sign Permit Development Activity Plan	Permanent Permanent L C + 2 Years	L = Life of Sign C = Completion of Construction
12.5	Land Management Case Files Documents management of lands. Files may relate to acquisitions, sales, leases, management agreements, letters of entry, timber/resource sales, etc.	C+10 years then destroy	C = Until case is closed. If case files subject to potential litigation, retain until file no longer has legal value. Some files may have permanent archival value.
12.6	Flood Control Program Files Includes erosion control studies, flood plain data, correspondence, maps and drawings documenting flood/erosion areas and specific problem parcels.	C then destroy	C = Until superseded/obsolete or administrative need is met.
12.7	Zoning Map	Retain Permanently	
12.8	Plans, Maps & Record Drawings Plans, record drawings, maps and as-builts including, but not limited to, City buildings, streets, survey/plat, lot plans, tax assessment, layout/grade, sanitary sewers, , easements, landfills, subdivisions, traffic control, water and fire lanes.	Retain Permanently	Logs or registers of plans, maps and drawings should also be retained permanently. Reference copies may be disposed after all administrative need is met.

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
13. ENGINEERING, BUILDINGS & PUBLIC WORKS			
13.1	Construction Project Files Consists of specifications, contracts, plans, bids, evaluations, performance bonds and correspondence documenting solicitation, selection, award/administration of contracts and professional service agreements. May include field reports, job accounting information, contract modifications, data relative to utilities and project close-out information.	C+6 years then destroy	C = Until project is completed. Refer also to item #5.1 (Procurement Records) & item #3.1 (General Accounting Records).
13.2	Engineering Field & Bench Mark Books Engineering field measurements, sketches, and diagrams including, but not limited to, elevations, distance, bench marks, ridges, easements, drainage, ponding, and core test holes.	Retain Permanently	Reference copies may be disposed after all administrative need is met.
13.3	Permit Application Files Permits include: Construction, Building, Utility, Drinking Water (facilities), Railroad, Waste Water Disposal. May consist of applications, copy of permit, maps, site plans/plats, specifications, drawings, engineer/architect's certification, as-builts, inspection reports, accounting data, etc.	C+6 years then destroy	C = Until permit expires.
13.4	Inspection Files (Miscellaneous) Inspection reports including foundation, framing, electrical, plumbing and fire safety.	6 years then destroy	

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
13.5	Permits Register List of all permits issued by Engineering, Buildings & Public Works.	Retain Permanently	Refer to item #14.2 for non-construction permits.
13.6	Right of Way & Easement Files (Originals) Grant of easement records for legal permission to conduct work on private property, including, but not limited to, laying, constructing, maintaining, operating, repairing and servicing water and sewerage pipes, mains, drains, signs and utilities. Also vacations (including section line and deeds of vacation), descriptions of easement areas, diagrams, plans, agreements, memoranda, correspondence and property disposition.	Retain Permanently	
13.7	Subdivisions & Land Development Project Files		C = Until administrative need is met.
13.7.1	Approved	Retain Permanently	
13.7.2	Denied Applications Records documenting property subdivisions. May include applications, site plan review, check lists, inspections, diagrams, plans, plats, drawings, specifications, covenants, subsurface soils investigations, boundary surveys, memoranda and other analyses.	C then destroy	
13.8	Regulatory Compliance Files Records documenting compliance with state/federal requirements such as coastal resources management and freshwater wetlands. May include copies of applications for authorization to	C+3 years then destroy	C = Until project is completed.

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	perform work, requests for preliminary determinations, wetlands determinations, complaints, notices of violations, plans/maps, notices of public hearings, correspondence and memoranda.		
13.9	Bridge Files Cumulative history file for bridges. May include memoranda, correspondence, newspapers clippings, reports, plans/specifications, materials lists, excavation permits, bridge deficiency /inspection reports and work orders.	C then destroy	C = Until superseded/obsolete or administrative need is met.
13.10	Work/Repair Requests & Complaints Requests for work or repairs initiated by citizen complaint or internally. Data may include name and number of complainant or requestor, location and type of work to be performed, dates and times of receipt/response.	3 years then destroy	
13.11	Maintenance Work Orders & Logs Record of work performed and completed related to electrical, sewer, gas, street or water systems. Data may include date, time, order number, location, description of work, authorization, names of staff performing work, itemized labor, equipment and material information.	3 years then destroy	
13.12	Facility Maintenance Files Includes all documents, files and data relating to operation of facility, including permits, utilities correspondence, bids, reports,	L or C then destroy	L = For the life of the facility. C = Until administrative need is met.

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	proposals, accounting, problems and enabling legislation.		Official Record Copies of certain documents may be administered by other departments.
13.13	Fuel Summaries & Receipts Fuel summaries record daily, weekly or monthly fuel dispensed. May include grade of fuel, pump locations, meter/stick readings, gallons delivered and total gallons consumed or oil/antifreeze disbursed. Fuel receipts (slips) record individual fuel intake. Data may include vehicle number/type; driver; meter readings; and, gallons of fuel, oil, or antifreeze received.	A+1 year then destroy	A = Until audit is completed.
13.14	Snow Plow Files Records relating to snow plow routes and activity. May include maps, routes, correspondence, logs, crew lists or other documentation relevant to snow removal.	C then destroy	C = Until superseded/obsolete or administrative need is met.
13.15	Tree Files Records relating to tree maintenance, planting and removals. May include correspondence, removal or planting schedules, copies of agreements, reports, proposals, pamphlets, maps, grant data, and records on pesticide use including public hearing notices and copies of applicators' licenses and certifications.	3 years then destroy	
13.16	Underground Storage Tank Records		L = Life of the tank.
13.16.1	Registration and Certification	6 years then destroy	If records may be subject to potential litigation, retain

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
13.16.2	Maintenance and Repair History Documents registration and State certification.	L+6 years then destroy	permanently. AS 46.03.360-450; 18 AAC 75, 18 AAC 78 & 40 CFR 280.
13.17	Geologic Data Documents relating to slides, avalanches, borings/drainage, and other subsurface conditions including piling records.	Retain Permanently	
13.18	Sewer & Water Assessment Records Records relating to sewer and water connection assessments for tax purposes. May include location diagrams, inspections, measurements, photographs and abatements.	Retain Permanently*	* = If Assessor administers Official Record Copy, keep 3 years.
13.19	Sewer Location & Connection Records Records detailing sewer connections for individual properties and/or municipal sewer system. Includes location, diagram and address. May include system specifications, requests for location of sewer connections, surveys, sketches, inspection and work reports, and dye test requests and reports.	Retain Permanently	
13.20	Water Service & Valve Location Records Records detailing water service connections for individual properties and/or shared water system. Includes location, diagram, address, type, date connection established, lengths, make, size, curb stop, main or gate valve.	C then destroy	C = Until system is no longer in existence.

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
13.21	Water System Monitoring Charts & Logs Graphs monitoring water distribution system including flow rates, pressure and elevation. Logs document water readings at individual pumping/meter stations including date, time, reading, number of gallons per minute, reader's name and remarks.	5 years then destroy	
13.22	Water System Repair & Maintenance Records Record of work performed and completed on individual water meters, connections and mains. May include meter number, manufacturer, readings, job descriptions, name, telephone number, locations, size and service number.	3 years then destroy	
13.23	Well Information Includes well boring and well logs.	3 years then destroy	
13.24	Water Testing Records Record of water testing and analysis conducted on water system. Records may include, but are not limited to, laboratory certificates of analysis; microbiological, sample analysis and other result reports; water supply summary sheet; monthly water quality logs; chain of custody forms; and, lead/copper/nitrate results.		C = Until last action taken with respect to the applicable violation. 18 AAC 70 18 AAC 72 18 AAC 80
13.24.1	Lead & copper analyses, corrosion control sampling and source water treatment records.	12 years then destroy	

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
13.24.2	Chemical, organic/inorganic chemical, radiological and turbidity analyses, and sanitary system survey data.	10 years then destroy	
13.24.3	Records of action taken to correct violations of primary drinking water regulations.	C+3 years then destroy	
13.25	Water Management Plans Plans mandated by Alaska Statute and regulated through the Alaska Administrative Code. Plans include, but are not limited to, Water Supply Management, Water Quality Protection and Wellhead Protection.	Retain Permanently	
13.26	Water Service Applications & Agreements Applications and agreements for water service and supply. Data may include name, address, plat/lot numbers, district service and meter numbers. Signed agreement of terms and service may constitute contract.	C then destroy	C = Until superseded/obsolete or administrative need is met.
13.27	Meter Reading Books & Cards Record of water usage for customers. Includes date of reading, reading figures, water consumed, meter number, size, manufacturer, owner, address and service number.	6 years then destroy	
14. LICENSES			

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
14.1	Licenses & Permits (Non-Planning Related)		C = Until permit expires.
14.1.1	Approved	C+5 years then destroy	
14.1.2	Denied, rejected or withdrawn Includes itinerant merchant, mobile foods services, liquor license, gaming, public gatherings, animal, bicycle, charity collections or events, public facility use, etc.	1 year then destroy	
14.2	Permits Register List of all non-construction permits issued by Licensing Department.	30 years then destroy	
14.3	Sales Tax Registrations & Reports	3 years then destroy	
15. ASSESSMENTS			
15.1	Annual Tax Assessment Rolls Real and business property annual assessment rolls. Includes property description, assessed value of property and names/addresses of owners.	Retain Permanent	AS 29.45.160
15.2	Notices of Assessment Real and personal property assessment notices, including those undeliverable.	6 years then destroy	
15.3	Certification Files Consists of annual assessment roll certifications, including oil and gas lease properties, senior citizen, disabled, American veteran, and farm use, etc.	6 years then destroy	

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
15.4	Tax Appeal Files Documents adjustment appeals made to the City. Includes written appeal, audio tapes and board certifications.	6 years then destroy	
15.5	Real Property Parcel Master File This series used to certify and document the assessed value of real property. Includes following exemptions: senior citizen, disabled American Veteran, Farm Use Deferment, Religious, Charitable, Educational.	Retain Permanent	
15.6	Section Land Files Includes full legal description and chain of title information for all land parcels in township, section and range. Includes nonconforming (illegal) splits.	C then destroy	C = Until superseded/obsolete or administrative need is met.
15.7	Personal Property Files This series used to certify and document the assessed value of personal property. Includes certifications, declaration forms, and miscellaneous information attached to property assessment.	6 years then destroy	
15.8	Reports of Collection	6 years then destroy	
15.9	Building & Land Inventory Records This series documents new building construction and razing/renovation of older buildings; and, tracks land, subdivision, re-subdivisions, lot line removals, etc.	6 years then destroy	

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
15.10	Market Sales Program Records Includes property acquisition questionnaires and market sales program information.	6 years then destroy	
16. LAND MANAGEMENT			
16.1	Land Township/Range/Section Files Includes deeds, easements, cadastral surveys, entitlement documents, City actions and other legal documents.	Retain Permanently	
16.2	Land Lottery Records Consists of financial reports, property pictures and land owner information.	Retain Permanently	
16.3	Municipal Entitlement Records History of land acquired from the State (selection, patent).	Retain Permanently	
16.4	Property Tax Foreclosure Records May include parcel inventory files and property acquired through tax foreclosure where repurchase rights have been extinguished.	Retain Permanently	
17. PARKS & RECREATION			
17.1	Recreation Program Records	3 years then destroy	
17.1.1	Program histories and photographs Records relating to programs and activities sponsored or developed by the Parks & Recreation Department. Included are sports programs , arts, charitable events, day camps, luncheons and picnics. Documents may consist of player rosters, sponsor forms,	Retain Permanently	

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	practice notices, schedules, tournament seedings, permission slips, drop out forms, worker lists, brochures, flyers and correspondence.		
17.2	Coach/Instructor/Lifeguard Records Records relating to instructor, lifeguard, or coach certification and training. May include volunteer coach registrations, criminal background checks, reference and training videos, newsletters and other certifications.	C then destroy	C = Until superseded/obsolete or administrative need is met.
17.3	Recreation Facility Records Records relating to maintenance, compliance and monitoring of City facilities including community recreation buildings, pools, ice skating rinks, arenas and athletic fields. This series may consist of inspection certifications, use permits, facility applications and licenses.	Retain Permanently	
17.4	Maps, Plans & Drawings This series documents topographic features, drainage, structures, proposed enhancements, etc. for parks. Includes utility maps, easements and as-builts.	C then destroy	C = Until superseded/obsolete or administrative need is met. Official Record Copy may be administered by Engineering, Buildings & Public Works (item #13.1).
17.5	Horticulture Project Files Consists of records relating to landscaping, tree and flower work, including requests, design plans and work orders.	C then destroy	C = Until superseded/obsolete or administrative need is met.
17.6	Cultural Resources Records Documentation of the functions	Retain Permanently	

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	and activities of the cultural resources officer. Includes case files, final reports, drawings, photographs, videos, plans, maps, etc.		
18. LIBRARIES & MUSEUMS			
18.1	Accession and De-Accession Records Cataloging records for each item put into collection. Records contain identifying, descriptive, and location information for each item.	Retain Permanently	
18.2	Circulation Records May include privileged patron information, circulation cards, overdue notices, circulation statistic reports, etc.	C then destroy	C = Until superseded/obsolete or administrative need is met. Confidential per AS 09.25.140, AS 40.25.140 (Confidentiality of Library Records).
18.3	Collection Development, Materials, and Information Systems Records of ordering, purchasing, and receiving.	C	C = Until superseded/obsolete or administrative need is met. Backup disaster recovery tapes are stored offsite for security. Tapes are rotated according to established repository procedures.
18.4	Inter Library Loan Records	C	C = Until superseded/obsolete or administrative need is met. Confidential per AS 09.25.140, AS

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
			40.25.140 (Confidentiality of Library Records).
18.5	Fine and Lost Item Reimbursement Accounting Records	7 Years then destroy	
18.6	Conservation Reports Series consists of artifact conservation records. Includes survey reports, treatment reports, treatment request reports, photos, slides and negatives.	Retain Permanently	
18.7	Library Volunteers	C	C = Until administrative need is met.
18.8	Patron Application Cards Regular Patron Cards Temporary Patron Cards	2 Years 1 Year	
19. Port & Harbor			
19.1	Port and Harbor Standard Operating Procedures	Retain Permanently	
19.2	Port of Homer Terminal Tariff	Retain Permanently	
19.3	Inspection Reports Specific to port and harbor areas and the spit. Harbor Officer daily logs, harbor check forms, Crane Inspection, OSHA, DEC Reports	7 years	
19.4	Receipts Includes Load and Launch Ramp and Parking Receipts	3 years	3.1 General Accounting Records
19.5	Stall Waiting List	3 years	

Item No.	Records Series Title & Description	Retention & Disposition	Remarks
	Stall Application and Renewals Stall Wait List Book	Permanent	
19.6	Terminal, Fish Dock, and Crane Use Permits	C+ 3 years	C= current year
19.7	Moorage Agreements Reserved Stall and Transient	C+ 3 years	C= current year
19.8	Wood (Steel) Grid Utilization Agreement	C+5 years	C = Term of Vessel Ownership
19.9	Billing Records Includes, but not limited to, dock & wharfage, electriCity, grids, crane and ice, application for metered power, notification of vacancy, storage, and marina	3 years	3.1 General Accounting Records
19.10	Geologic Data Records, Dredging Records	C	C= Until Superseded
19.11	Facility Security Documents	C then destroy	C= Until administrative need is met. Contains sensitive information and shredded on site

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

3 Mayor

4 **RESOLUTION 13-118**
5

6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
7 EXPRESSING AND FORMALIZING ITS POSITION AND POLICY THAT
8 OIL AND GAS DRILLING RIGS AND SUPPORT VESSELS OPERATED
9 BY BUCCANEER ENERGY OR OTHER COMPANIES ARE WELCOME
10 AND ENCOURAGED TO USE THE CITY OF HOMER PORT AND
11 HARBOR FACILITIES.
12

13 WHEREAS, The City of Homer is “open for business” and wishes to promote commerce
14 at its port and harbor facilities that creates jobs, generates revenues, stimulates the local
15 economy, and creates new growth opportunities for the local marine trades and other
16 business sectors; and
17

18 WHEREAS, The City of Homer operates an open access port and harbor facility that is
19 designed to accommodate a variety of vessel types, sizes, and configurations; and
20

21 WHEREAS, All industries and business sectors are welcome at the Port of Homer
22 provided that the vessels do not provide safety or environmental hazard concerns; and
23

24 WHEREAS, Oil and gas exploration and production activities have increased recently in
25 the Cook Inlet basin and the City of Homer is pleased to be in a position to offer marine
26 industrial support services because such activity stimulates the economy, improves maritime
27 safety, reduces costs for the industry, and enhances environmental protection for Cook Inlet
28 and Kachemak Bay; and
29

30 WHEREAS, Buccaneer Energy moored the drill rig *Endeavour* at the City’s Deep Water
31 Dock from October 2012 through April 2013; and
32

33 WHEREAS, The City commissioned an economic impacts study which documented
34 that the *Endeavour’s* presence at the dock resulted in substantial tax revenues, revenues to
35 the Port and Harbor Enterprise Fund, new jobs, and increased business for many local third
36 party contractors including hotels, eating establishments, and the marine trades; and

WHEREAS, The Alaska Department of Fish and Game requested and Buccaneer funded a study which showed that there were no significant or long term environmental impacts or habitat damage which resulted from mooring the *Endeavour* at the dock with its legs extended in a “soft pinned” position; and

WHEREAS, Buccaneer would like to have the ability to use City port and harbor facilities in the future but has lingering concerns about whether the community would support its return; and

WHEREAS, It is important for the Homer City Council to formally express its position and policy on this matter to clear up any confusion or ambiguity that may exist.

NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby formalizes its position and establishes its policy that oil and gas drilling rigs and support vessels are welcome and encouraged to use the City of Homer Port and Harbor Facilities.

BE IT FURTHER RESOLVED that Buccaneer Energy is specifically invited and encouraged to return to the Port of Homer and the City appreciates its continued business.

PASSED AND ADOPTED by the Homer City Council this 9TH day of December, 2013.

CITY OF HOMER

MARY E. WYTHE, MAYOR

ATTEST:

JO JOHNSON, MMC, CITY CLERK

Fiscal Note: N/A

Buccaneer Economic Impact Analysis

Prepared for

City of Homer

December 2013

Prepared by



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Economics**

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1 Introduction

Buccaneer Alaska (Buccaneer) is an independent oil and gas firm operating in Alaska's Cook Inlet. In 2012, Buccaneer mobilized a jack-up rig to support its Alaskan exploration and drilling activities. The rig, named Endeavour – the Spirit of Independence (Endeavour), arrived in Cook Inlet in August of last year, where it docked at the City of Homer for several months while it underwent repairs (Buccaneer Energy 2013; Armstrong 2013).

Figure 1. Buccaneer's 'Endeavour – Spirit of Independence' Jack-Up Drill Rig



Source: City of Homer, 2013

Buccaneer's Endeavour docked in Homer for just over 200 days, from August 29, 2012 to March 29, 2013 (City of Homer 2013). During this time, Buccaneer generated economic activity within the Kenai Peninsula Borough through its expenditures on local goods and services, as well as payments to the local governments for property taxes assessed on the Endeavour. The table below (Table 1) summarizes Buccaneer's spending within the local economy.

Table 1. Buccaneer's Direct Spending in the Kenai Peninsula Borough, 2012-2013

Source of Spending	Amount (\$)
Shipyards Work and Operations	3,330,778
Property Taxes	454,730
Total	3,785,508

Source: Anderson 2013; City of Homer 2013

The shipyard work and operations spending shown in Table 1 includes approximately \$577,000 spent on port fees for dockage, moorage, and water, as well as assorted services such as stevedoring and tug assistance.

Buccaneer's \$3.79 million in total spending generated direct, indirect and induced economic impacts within the local community, as summarized in Table 2. The study team estimates that the money spent by Buccaneer generated a total of 50 jobs, \$1.8 million worth of labor income (wages), and \$4.8 million in total output within the Kenai Peninsula Borough.

Table 2. Direct, Indirect and Induced Economic Output Effects of Endeavour-Related Spending

Impact Type	Direct	Indirect + Induced	Total
Employment	37	13	50
Labor Income (\$)	1,300,970	531,771	1,832,742
Total Output (\$)	3,325,449	1,478,983	4,804,432

Note: Labor Income and Output presented in 2013 dollars; Labor Income is a subset of Total Output

Source: NEI estimates based on Anderson (2013), City of Homer (2013), and IMPLAN software and database

The following two tables (Table 3 and Table 4) breakdown the economic impacts of Buccaneer's shipyard and operations spending separately from those generated by property tax payments.

Table 3. Direct, Indirect and Induced Economic Output Effects (Shipyard and Operations)

Impact Type	Direct	Indirect + Induced	Total
Employment	37	10	47
Labor Income (\$)	1,300,970	345,585	\$1,646,556
Total Output (\$)	3,325,449	1,136,209	\$4,461,658

Note: Labor Income and Output presented in 2013 dollars; Labor Income is a subset of Total Output

Source: NEI estimates based on Anderson (2013) and IMPLAN software and database

Table 4. Direct, Indirect and Induced Economic Output Effects (Property Taxes)

Impact Type	Direct	Induced	Total
Employment	-	3	3
Labor Income (\$)	-	186,186	186,186
Total Output (\$)	-	342,774	342,774

Note: Property tax payments, by definition, produce induced effects only; Labor Income and Output presented in 2013 dollars; Labor Income is a subset of Total Output

Source: NEI estimates based on City of Homer (2013), and IMPLAN software and database

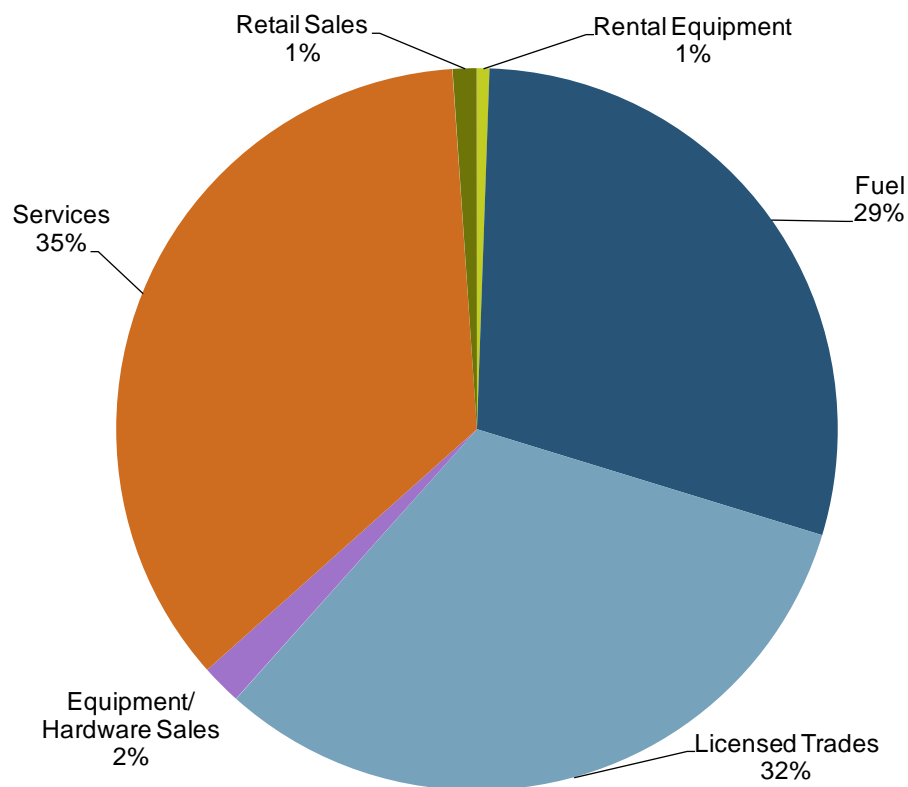
In the following sections we describe the data and analysis that produced these results.

2 Expenditure Data

The expenditure data used to calculate the impacts of the non-tax spending within the Kenai Peninsula Borough were provided by Buccaneer Alaska. Buccaneer provided a spreadsheet summarizing its Endeavour-related spending within the local community. As noted on the data, “Only payment(s) to vendors that have a local office or employ members of the local Homer community were included in the listing,” (Anderson 2013).

Buccaneer’s expenditure data were split into two categories, payments made by Buccaneer Alaska Drilling (BAD) and those made by Buccaneer Alaska Operations (BAO). BAD expenditures are for shipyard activities and reflect one-time, non-recurring expenditures. BAO expenditures are for operational activities and reflect one-time payments for recurring expenses. Both BAD and BAO expenditures were broken-down by identical spending categories; Figure 2 illustrates the combined breakdown of spending by category.

Figure 2 . Buccaneer Alaska’s Endeavour-Related Spending in Homer (2012-2013)



Source: Anderson, 2013

The City of Homer estimates that Buccaneer paid approximately \$577,000 to the Port in the form of fees for dockage, moorage, and water, as well as assorted services such as stevedoring and tug assistance. Communications with Buccaneer revealed that spending on these port fees is included within the BAD and BAO expenditure categories shown in Figure 2. To avoid double-counting, the study team did not calculate the economic impact of spending on port fees separately from the categories shown above.

In contrast to port fees, the expenditure data provided by Buccaneer did not include the Endeavour property taxes paid to the city and borough. The City of Homer provided the property tax breakdown show in Table 3; the drill rig's \$40 million dollar assessed value generated \$454,730 in property tax payments in 2013.

Table 5. Property Tax Invoice Summary, Buccaneer Alaska (2013)

Charge Description	Total Value (\$)	Rate/1000	Total (\$)
Kenai Peninsula Borough	40,241,590	4.5	181,087
City of Homer	40,241,590	4.5	181,087
South Hospital	40,241,590	2.3	92,556
Total		11.3	454,730

Note: Borough code allows the tax revenues for the South Peninsula Hospital Service Area to be used for payment of debt service, purchase of capital equipment, operational expenses of the hospital, and other health care related items within the Service Area.

Source: City of Homer, 2013

3 Input Output Analysis

The economic benefits of Buccaneer’s spending were estimated by quantifying the direct, indirect, and induced effects of local spending on goods and services. The expenditure data described in Section 2 were used as the inputs to an Input-Output (I-O) model used to quantify the multiplier effects of Buccaneer’s activities.

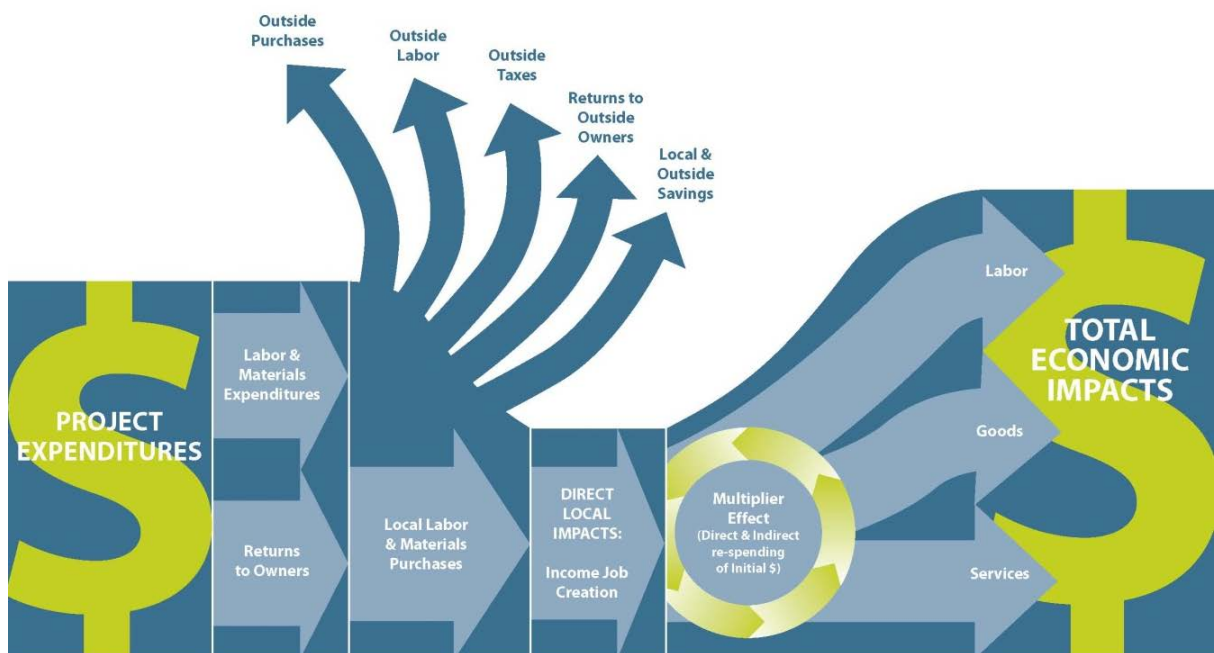
I-O models are economic tools used to measure the effects of an economic activity on a region; using expenditure patterns, tax payments, labor requirements and other economic data they aim to replicate the inter-industry transactions within a community, tracking the flow of money between the industries within a specified economic region of interest. An I-O model can measure how many times a dollar is re-spent in, or “ripples” through, the economic region before it leaks out.

The I-O model yields multipliers that are used to calculate the indirect and induced effects on jobs, income, and business sales/output generated per dollar of spending on various types of goods and services in the study area. To evaluate the economic effects to the state or a particular region, only the “local” (i.e., within the state or within the region) expenditures are used in the model; the rest are considered leakages. More leakages mean smaller multipliers; and the larger the local expenditures, the greater the multiplier effects. The multipliers for any given industry in any given location are unique, based on industry composition and geographic area. In this case, the IMPLAN™ software was used to model the Kenai Peninsula Borough economy, which in turn allowed the study team to estimate the local impacts of Buccaneer’s Endeavour-related spending.

IMPLAN uses specific data on what inputs are needed to produce the goods or services for over 400 industries, and borough-specific data on what industries are available locally from which to purchase those inputs. The most recent (2011) IMPLAN data on multipliers for the Kenai Peninsula Borough were applied for this analysis

Figure 1 illustrates conceptually how the total economic impacts or benefits are determined.

Figure 3. Framework in Evaluating the Total Economic Effects or Impacts of Local Spending



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VISITORS

ANNOUNCEMENTS
PRESENTATIONS
BOROUGH REPORT
COMMISSION REPORTS

CITY OF HOMER
HOMER, ALASKA

MAYOR’S PROCLAMATION

NATIONAL MENTORING MONTH

January 2014

WHEREAS, Our children are our greatest treasures and represent the future of our community and state; and

WHEREAS, Guiding, nurturing, and educating our children is crucially important as we work to strengthen families and communities; and

WHEREAS, In addition to the primary responsibility of parents and families to educate and guide their children, mentors offer a vital and important role in shaping our children’s personal and academic development; and

WHEREAS, Research shows that young people who receive mentoring develop improved self-confidence and social skills, better relationships, have increased knowledge of academic and career opportunities open to them, and are more likely to graduate high school; and

WHEREAS, Mentoring Month provides an opportunity to recognize and commend the efforts of mentoring programs throughout our community and to thank these mentors who selflessly spend countless hours preparing our youth for a better future.

NOW, THEREFORE, I, Mary E. Wythe, Mayor of the City of Homer, do hereby proclaim the month of January 2014 as:

National Mentoring Month

and encourage all citizens, businesses, public and private agencies, religious and educational institutions to support mentoring in our community and give young people the gift of time and friendship through Big Brothers Big Sisters or other mentoring programs.

CITY OF HOMER

MARY E. WYTHER, MAYOR

ATTEST:

JO JOHNSON, MMC, CITY CLERK



City of Homer

www.cityofhomer-ak.gov

Economic Development

491 East Pioneer Avenue
Homer, Alaska 99603

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(f) 907-235-3148

Memorandum 13-166

TO: Mayor Wythe and Homer City Council
FROM: Economic Development Advisory Commission
DATE: November 15, 2013
SUBJECT: Status update on Resolution 12-041

The Economic Development Advisory Commission has been working under the direction of Resolution 12-041, passed by the City Council in May of 2012 to give further instruction to the Economic Development Advisory Commission on priorities from the Comprehensive Economic Development Strategy (CEDS). Resolution 12-041 asked the Commission to focus on and provide recommendations regarding the implementation strategies including timetables, responsible parties and funding sources for the following priorities:

- Affordable Housing
- Voc-Tec or Marine Tech training and education
- Market Homer for High Tech Business
- Downtown Vitalization
- Expand Water and Sewer Distribution Systems and the Number of Customers
- Expand Shoulder Season Sports
- Promote Homer as an Agricultural Center

The purpose of this memo is to update the Council on the status of their work. The Commission has thoughtfully considered each topic and decided to eliminate certain topics for the following reasons:

- Downtown Vitalization. According to the CEDS, downtown vitalization refers primarily to Town Center. The EDC felt that at this point community interest and momentum in Town Center is lacking. The EDC will continue to look into suggestions for Downtown beyond specifically Town Center development.
- Expand Water and Sewer Distribution System and the Number of Customers. The EDC felt infill and expansion of the water sewer system is not directly related to economic development and therefore outside the scope of the Economic Development Advisory Commission.

The EDC has begun work on a number of the topics listed in Resolution 12-041 and will be coming to the Council with specific recommendations and implementation strategies in the coming months. The EDC welcomes any further recommendations or suggestions from Council regarding the remaining economic development directives in Resolution 12-041.

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

Wythe

3
4 **RESOLUTION 12-041**

5
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER,
7 ALASKA, DESIGNATING COMMUNITY ECONOMIC
8 DEVELOPMENT STRATEGY (CEDS) PRIORITIES AND
9 REQUESTING THAT THE CITY ECONOMIC
10 DEVELOPMENT ADVISORY COMMISSION REVIEW THESE
11 PRIORITIES AND PROVIDE RECOMMENDATIONS
12 REGARDING IMPLEMENTATION STRATEGIES
13 INCLUDING TIMETABLES, RESPONSIBLE PARTIES, AND
14 FUNDING.

15
16 WHEREAS, The Homer City Council recently adopted a Community Economic
17 Development Strategy (CEDS); and

18
19 WHEREAS, Economic development and job creation is a Council priority and it would
20 like to move forward with implementation of goals and objectives that are feasible and prudent at
21 this time; and

22
23 WHEREAS, The Economic Development Advisory Commission's (EDC) work plan for
24 this year includes reviewing the CEDS and making recommendations to the Council regarding
25 implementation; and

26
27 WHEREAS, The City Council determined that it would be beneficial to review the
28 document again itself and provide the EDC with a list of priorities that it would like the
29 Commission to focus on; and

30
31 WHEREAS, Council members reviewed the CEDS and offered suggestions regarding
32 priorities at a workshop on April 27, 2012.

33
34 NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby
35 designates the following as CEDS priorities:

- 36
37 • Affordable Housing
38 • Voc-Tec or Marine Tech training and education
39 • Market Homer for High Tech Businesses
40 • Downtown Vitalization

- Expand Water and Sewer Distribution Systems and the Number of Customers
- Expand Shoulder Season Sports
- Promote Homer as an Agricultural Center

BE IT FURTHER RESOLVED that the Council requests that the EDC review these priorities and provide recommendation regarding implementation strategies including timetables, responsible parties, and funding sources.

PASSED AND ADOPTED by the Homer City Council this 14th day of May, 2012.

CITY OF HOMER

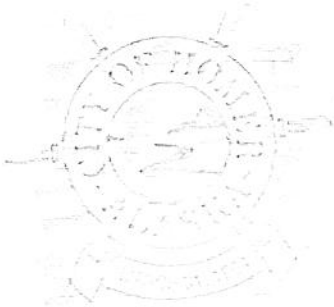


JAMES C. HORNADAY, MAYOR

ATTEST:


JO JOHNSON, CMC, CITY CLERK

Fiscal Note: N/A



PUBLIC HEARING(S)

**CITY OF HOMER
PUBLIC HEARING NOTICE
CITY COUNCIL MEETING**

**Ordinance 13-44(A)
Resolutions 13-107 and 13-108**

A **public hearing** is scheduled for **Monday, December 9, 2013** during a Regular City Council Meeting. The meeting begins at 6:00 p.m. in the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Ordinance 13-44(A) internet address:
<http://www.cityofhomer-ak.gov/ordinances>

Ordinance 13-44(A), An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Calendar Year 2014 for the General Fund, the Water-Sewer Fund, the Port/Harbor Fund, Debt Funds, and Capital Reserve Funds (Conditional Expenditures). City Manager.

Resolutions 13-107 and 13-108 internet address:
<http://www.cityofhomer-ak.gov/resolutions>

Resolution 13-107, A Resolution of the City Council of Homer, Alaska, Maintaining the City of Homer Fee Schedule at Current Rates. City Clerk.

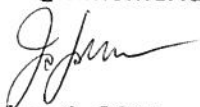
Resolution 13-108, A Resolution of the City Council of Homer, Alaska, Maintaining the Port and Harbor Terminal Tariff No. 600 at the Current Rates. City Clerk.



All interested persons are welcomed to attend and give testimony. Written testimony received by the Clerk's Office prior to the meeting will be provided to Council.

** Copies of proposed Ordinances, in entirety, are available for review at Homer City Clerk's Office. Copies of the proposed Ordinances are available for review at City Hall, the Homer Public Library, the City of Homer Kiosks at City Clerk's Office, Captain's Coffee, Harbormaster's Office, and Redden Marine Supply of Homer and the City's homepage - <http://clerk.ci.homer.ak.us>. Contact the Clerk's Office at City Hall if you have any questions. 235-3130, Email: clerk@ci.homer.ak.us or fax 235-3143.

Jo Johnson, MMC, City Clerk




Publish: Homer Tribune: December 4, 2013

CLERK'S AFFIDAVIT OF POSTING

I, Renee Krause, CMC, Deputy City Clerk I for the City of Homer, Alaska, do hereby certify that a copy of the Public Hearing Notice for Ordinance 13-44(A), Appropriating Funds for the Calendar Year 2014 for the General Fund, the Water-Sewer Fund, the Port/Harbor Fund, Debt Funds, and Capital Reserve Funds (Conditional Expenditures); Resolution 13-107, Maintaining the City of Homer Fee Schedule At Current Rates; Resolution 13-108, Maintaining the Port and Harbor Terminal Tariff No. 600 at the Current Rates at the City of Homer kiosks located at City Clerk's Office, Captain's Coffee Roasting Co., Harbormaster's Office and Redden Marine on November 27, 2013 and that the City Clerk posted same on City of Homer Homepage on November 27, 2013.

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal of said City of Homer this 27th day of November, 2013.



Renee Krause, CMC, Deputy City Clerk I



ORDINANCE REFERENCE SHEET
2013 ORDINANCE
ORDINANCE 13-44

An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Calendar Year 2014 for the General Fund, the Water-Sewer Fund, the Port/Harbor Fund, Debt Funds, and Capital Reserve Funds (Conditional Expenditures).

Sponsor: City Manager

1. City Council Regular Meeting October 28, 2013 Introduction
2. City Council Regular Meeting November 25, 2013 Public Hearing and Second Reading
 - a. Memorandum 13-137 from City Manager as backup
 - b. Memorandum 13-138 from Fire Chief as backup
 - c. Memorandum 13-157 from Personnel Director as backup
 - d. Written public comments
 - e. Capital Projects Section of Budget 2014
3. City Council Regular Meeting December 9, 2013 Public Hearing and Second Reading
 - a. Ordinance 13-44(A) as amended November 25
 - b. Memorandum 13-137 from City Manager as backup
 - d. Memorandum 13-138 from Fire Chief as backup
 - d. Memorandum 13-157 from Personnel Director as backup
 - e. Proposed Budget Amendments
 - f. Updated amendments to Budget 2014 from November 25 meeting
 - g. Capital Projects Section of Budget 2014
 - h. Written public comments

CITY OF HOMER
HOMER, ALASKA

City Manager

ORDINANCE 13-44(A)

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
APPROPRIATING FUNDS FOR THE CALENDAR YEAR 2014 FOR
THE GENERAL FUND, THE WATER-SEWER FUND, THE
PORT/HARBOR FUND, DEBT FUNDS, AND CAPITAL RESERVE
FUNDS (CONDITIONAL EXPENDITURES).

THE CITY OF HOMER ORDAINS:

Section 1. Pursuant to the authority of Alaska Statute, Title 29, the appropriations for
Calendar Year ending December 2014 are appropriated as follows:

General Fund	\$11,386,954	<u>\$11,918,451</u>
Water-Sewer Fund	\$ 3,801,211	<u>\$ 3,802,878</u>
Port/Harbor Fund	\$ 4,678,077	<u>\$ 6,168,077</u>
Capital Projects	\$ — 62,000	<u>\$ 1,907,797</u>
Internal Service Funds	\$ 2,377,175	<u>\$ 2,299,932</u>
Total Expenditures	\$22,755,417	<u>\$26,097,135</u>

Section 2. Such amounts are appropriated to the objects and purposes stated in the
adopted budget.

Section 3. A copy of the budget shall be certified by the City Clerk and filed in the
Office of the City Clerk.

Section 4. The supporting Line Item Budget detail as presented by the Administration
and reviewed by the City Council is incorporated as part of this Budget Ordinance.

Section 5. The property tax mill levy is set at 4.5 mills for 2014.

Section 6. This Ordinance is limited to approval of the Budget and appropriations for
Calendar Year 2014, is a non code Ordinance and shall become effective January 1, 2014.

PASSED AND ENACTED by the Homer City Council on this _____ day of December,
2013.

CITY OF HOMER

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ATTEST:

MARY E. WYTHE, MAYOR

JO JOHNSON, MMC, CITY CLERK

Introduction:
Public Hearing:
Second Reading:
Effective Date:

AYES:
NOES:
ABSTAIN:
ABSENT:

Reviewed and approved as to form:

Walt Wrede, City Manager

Date: _____

Thomas F. Klinkner, City Attorney

Date: _____

Fiscal Note: See Line Item Budget and detail.



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue
Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

Memorandum 13-137

TO: Mayor Wythe and Homer City Council
FROM: Walt Wrede
DATE: October 5, 2013
SUBJECT: Amendments to Employee Health Insurance Plan

Introduction

In June of this year, the City Council held a workshop to hear a presentation from the City's insurance broker / consultant on the state of the employee health insurance plan. The picture presented was bleak despite recent amendments to the benefit package, the implementation of employee premiums, an increase in the City contribution, and the implementation of a new wellness program. Health care costs are rising so rapidly that it affects every decision we make about the budget. Health Insurance is now driving the bus. There are many factors contributing to this including escalating medical costs, an aging workforce, and very high utilization of a rich plan.

Following is a quick recap of the workshop information. In calendar year 2012, the City budgeted \$1,300 per employee per month for health insurance. Actual expenses for that year were \$1,912.82 per employee per month. The City experienced cost overruns for that year of \$641,115. In 2013 (this year), the City contribution was raised to \$1,500 per employee, per month. The average cost was \$1,871.20 per employee per month at the end of May and based upon that trend, it was projected that the City would lose another \$371,290 in 2013. The Council transferred \$800,000 from reserves to the self-insurance fund as part of the mid-year budget amendment. This transfer covered real and projected losses for these two years but it did little to replenish the insurance reserve fund.

To make matters worse, the broker projected that if no changes were made to the plan, the cost in 2014 would be \$2,050.81 per employee, per month or \$2,486,588 a year. This would require another \$600,000 and would likely result in significant budget cuts. It was clear to everyone that this trend is not sustainable.

Response

The consensus of the Council was that we needed to again address rapidly rising health care costs. Several ideas were floated about how to approach it. The Council was informed that the Administration was already working on amendments to the plan for consideration. It was generally agreed that the best and most appropriate course of action would be for the administration to amend the plan and for the Council to approve it as part of the normal budget process. The City Manager reported that the administration's goal was to keep the City contribution at the same level as 2013; \$1,500 per employee, per month. The extra funds needed would be made up through changes in the plan and a larger employee contribution.

Since the June workshop, HR Director Andrea Petersen and Insurance broker Jeff Paxton have been working almost non-stop to come up with plan amendments that satisfy our goals. Finance Director John Li and I were brought into the conversation at crucial decision making points. The broker also called upon other experts and an actuarial as needed. Our goals going into this process were:

- Maintain the current (FY 13) City contribution of \$1,500 per employee, per month in order to slow the rapid growth in City expenses for health insurance and protect other programs from budget cuts.
- Protect existing jobs and programs
- Produce health insurance plan options for employees that are still very good plans compared to industry standards and comparable cities and organizations.
- Minimize to the extent possible the financial impacts to employees.
- Compensate employees for the loss in benefits with a COLA (if possible).
- Mitigate the potential impacts of the excise tax.
- Have the amendments approved as part of the normal budget process.

Andrea and Jeff worked very hard to come up with a plan that was sustainable and at the same time minimized to the extent possible the impacts on employees. This was a very difficult task given the magnitude of the problem. I believe they reviewed and adjusted at least 80 different plans using different assumptions, utilization trends, and interpretations of the data. We started out thinking that we would do as much as we could with plan amendments and try to minimize premiums (money deducted from paychecks). The two plans forwarded to employees ended up containing both plan amendments and increases in premiums. Significant increases in premiums was necessary because if we relied totally on plan amendments, we would have had deductibles and out of pocket max levels so high that the end result was a plan that essentially covered only catastrophic events.

We met with employees the weeks of September 23 and 30 to explain the need for changes and go over the new, proposed insurance plans. The reaction was what you might expect.

Employees in general were not very happy. Many employees knew this was coming sooner or later and were not surprised. Others appreciated the fact that they have a choice between two different plans. Employees who are recent arrivals let us know that these are still good plans compared with what is available in most other places.

But, there is no way to sugar coat this. If implemented, this would be a significant reduction in employee benefits and real hit to their wallets. I don't like reducing employee benefits and would increase them if I had the resources to do so. They deserve it. The biggest impact will be disproportionately to employees in middle income brackets who have families. From my conversations with employees, it seems like the premiums are a bigger concern than increases in deductibles and other plan amendments. This is a lot to absorb all at once and will really impact family budgets. The Council could reduce premiums or delay their full implementation but that would likely require budget cuts elsewhere, new revenues, or acceptance of the risk that there might be additional cost overruns and no replenishment of the reserve fund.

Based upon the feedback we received from employees, we reduced the new premiums 20% across the board with the exception of the premium for employee only. The plans were calculated to cover the Plan costs and replenish the reserve fund. After a lot of additional number crunching, I concluded that this reduction in premiums was an acceptable risk. If this decision turns out to be a bad move, the risk is that the reserve fund will not be replenished and further adjustments may be necessary.

It is projected that the two plan options that have been rolled out would save the City approximately \$600,000 in 2014 assuming we did nothing and maintained the status quo. It is important to be clear about this though. We have not cut the City budget for health insurance. We have simply stopped the escalation in cost. The City contribution to insurance is maintained at last year's level. The employees are making up the additional cost through plan amendments and premiums. It is hoped that these plans will result in employees thinking more like consumers and making typical consumer choices when it comes to purchasing health care services. The result could be less utilization and lower costs.

Characteristics of the New Plans

Copies of the proposed health insurance plans that have been provided to the employees are attached for your information. A copy of the current plan is also attached for comparison purposes. In short, the primary amendments contained in the new plans are:

- Two plans for employees to choose from; a "Core Plan" and a "Buy-Up Plan."
- Unbundling of medical, dental, and vision plans.
- Higher co-pays, higher deductibles, and higher out of pocket limits.

- The preferred Provider Organization (PPO) Network will no longer be silent to the participant
- Higher premiums (payroll deductions)
- A new co-pay for office visits.
- New fees for spouses who have insurance at their own employer but choose to seek coverage by the City Plan.
- Payments / incentives to employees who “opt-out” and take coverage with their spouse’s plan.

The Process Going Forward

It is my understanding that the Council’s expectation is that the Administration will amend the health insurance plan to reduce the City’s costs, hold the City contribution to the same level as the FY 2013 Budget, and submit the package to Council as part of the normal budget approval process. We have completed our work. I believe that we have produced the best product we could given the circumstances and the limited financial resources available to us. This has been a very painful process as you might imagine. But I believe that if implemented, the new plan will slow the rapid escalation in health care costs and still provide a very good benefit to employees. I very much want to provide a COLA this year but chances are that I may not be in a position to do so in the draft budget. I would welcome any Council discussion about COLAs or providing assistance with the premiums however, you should be aware going in that this will likely mean cuts somewhere else or new revenue.

The Budget schedule calls for the City Manager to deliver the draft budget to the Council by October 14. This is the date of a regular Council meeting and the Committee of the Whole will be used for an introduction to the draft FY 2014 Budget. As part of the budget discussion, we can also review the proposed health insurance plan.

I would strongly recommend that the Council let us know early on whether it is in favor of this plan or not. Council will have two opportunities to do this, at the meeting on the 14th, when the budget is delivered to you and on October 28th, when the budget is formally introduced by ordinance. The reason for requesting that you act quickly on this is that in order to implement the new plan beginning January 1, 2014, we must start an open enrollment period on November 1. The open enrollment period will last for two months until the end of December.

Future Recommendations

As we worked our way through this process, it became clear to me that a self- insured plan may no longer be the most cost effective approach for the City. The self-insured plan has served us very well for many years. For a long time, the City had the best coverage at the

lowest cost per employee of any City. But things have changed, and changed rapidly. We now have some of the highest costs per employee. There are many possible reasons for this. The reasons include rising medical costs overall, an aging workforce, a rich plan that results in high utilization and costs, and a very small pool over which to spread the risk.



I would recommend that the City stick with the self-insured plan for at least one more year until we have more information about some of the variables and uncertainties that currently exist. As things shake out, we might recommend a variety of changes next year that could reduce costs further. For example:

- The exchanges: As you know, the Affordable Health Care Act includes insurance exchanges which are currently being established. These exchanges may provide options that are not available now.
- Private Insurance: As we amend the benefit package to get closer to industry standards, the bids we receive from the private sector insurance companies become more and more attractive. We are rapidly moving toward the time when private insurance will be cheaper than the self- insurance plan.
- Plan Utilization: The proposed plan is projected to change utilization as employees make choices about where and how to spend their money. In short, there is a possibility that utilization may decrease, thus reducing costs.

Council will also need to consider how it will respond if costs continue to escalate in future years. Will the City increase its contribution? Will the City and employees split the additional costs based upon some formula? Employees are very worried about this because they know health care costs will only continue to go up. These are discussion items we will need to have as we move forward.

Thanks for your time and consideration. As always, do not hesitate to contact me if you have any questions or comments.



City of Homer - Current Medical Plan, 2013 -

 	CURRENT PLAN	
	In Network	Out of Network
Lifetime Maximum	Unlimited	
Deductible (Single / Family)	\$100 / \$300	70% / 30%
Coinsurance	90% / 10%	70% / 30%
Out of Pocket Max (Deductible Not Included)	\$500 single / \$1,500 family	
Provider Network	First Choice	None
Office Visit		
• Primary Care Physician	100%	30% after deductible
• Specialist	10% after deductible	30% after deductible
Diagnostic Lab & X-Ray		
• All Other	10% after deductible	30% after deductible
• Complex	10% after deductible	30% after deductible
• Preventive	100%	100%
Preventive Care	100%	100%
Hospital		
• Inpatient Facility	10% after deductible	30% after deductible
• Outpatient Surgery	10% after deductible	30% after deductible
• Emergency	10% after deductible	10% after deductible
Prescriptions		
• Retail (30-day supply)	\$5 / \$10 (generic/brand name)	
• Mail Order (90-day supply)	\$10 / \$30 (generic/brand name)	
Mental Health		
• Inpatient	10% after deductible	30% after deductible
• Outpatient	100%	30% after deductible
Spinal Manipulation (10 visits/year)	100%	30% after deductible

FT Employee Payroll Deductions		
26 Pay Periods		
Med/Dental/Vision Premium Effective April 1, 2012	Per Pay Period	
Employee Only	\$17.84	
Spouse	\$56.75	
Child (each)	\$4.81	

PT Employee Payroll Deductions		
26 Pay Periods		
Med/Dental/Vision Premium Effective April 1, 2012	Per Pay Period	
Employee 20 Hr	\$35.68	
Employee 24 Hr	\$29.73	
Employee 28 Hr	\$25.48	

City of Homer - Medical Dual Plan Option - January 1, 2014

 	CORE PLAN	
	In Network	Out of Network
Lifetime Maximum	Unlimited	
Deductible (Single / Family)	\$1,500 / \$4,500	\$4,000 / \$12,000
Coinsurance	70% / 30%	50% / 50%
Out of Pocket Max (Deductible Not Included)	\$3,000 / \$9,000	\$4,000 / \$12,000
Provider Network	First Choice	None
Office Visit		
• Primary Care Physician	\$35 copay	50% / 50% after deductible
• Specialist	\$35 copay	50% / 50% after deductible
• Spinal Manipulation (10 visits/year)	\$35 copay	50% / 50% after deductible
• Acupuncture	\$35 copay	50% / 50% after deductible
• Physical Therapy	\$35 copay	50% / 50% after deductible
Diagnostic Lab & X-Ray		
• Complex	70% / 30% after deductible	50% / 50% after deductible
• All Other	70% / 30% after deductible	50% / 50% after deductible
• Preventive	100%	100%
Preventive Care	100%	100%
Hospital		
• Inpatient Facility	70% / 30% after deductible	50% / 50% after deductible
• Outpatient Surgery	70% / 30% after deductible	50% / 50% after deductible
• Emergency	\$150 copay (waived if admitted), 30% after deductible	
Prescriptions	(generic/brand name formulary/brand name non-formulary)	
• Retail (30-day supply)	\$25 / \$50 / \$75	
• Mail Order (90-day supply)	\$50 / \$100 / \$150	
Mental Health		
• Inpatient	70% / 30% after deductible	50% / 50% after deductible
• Outpatient	\$35 copay	50% / 50% after deductible



This is a summary of benefits. This is not a contract.

City of Homer Core Medical Plan	
2014 Employee Contribution	
Pay Periods: 26	
EE Only	46.15
EE + Spouse	\$ 92.30
EE + Child	\$ 64.62
EE + Children	\$ 101.54
EE + Sp + Child	\$ 120.00
EE + Sp + Children	\$ 138.46

Spousal Cost-Sharing Fee (EE Pays)	\$200/month	\$92.30/pp
(Spouse has coverage with employer but elects COH medical plan)		
EE elects spouse M/D/V insurance (COH Pays)	\$250/month	\$115.38/pp
EE elects spouse medical insurance (COH PAYS)	\$200/month	\$92.30/pp

2014 Payroll Deductions for Part-Time Core Plan	
Employee 20 Hr	\$92.30
Employee 24 Hr	\$78.46
Employee 28 Hr	\$73.84

City of Homer - Medical Dual Plan Option - January 1, 2014

 		BUY-UP PLAN	
		In Network	Out of Network
Lifetime Maximum		Unlimited	
Deductible (Single / Family)		\$400 / \$1,200	\$800 / \$2,400
Coinsurance		80% / 20%	60% / 40%
Out of Pocket Max (Deductible Not Included)		\$2,000 / \$6,000	\$3,000 / \$9,000
Provider Network		First Choice	None
Office Visit			
• Primary Care Physician		\$30 copay	60% / 40% after deductible
• Spinal Manipulation (10 visits/year)		\$30 copay	60% / 40% after deductible
• Acupuncture		\$30 copay	60% / 40% after deductible
• Physical Therapy		\$30 copay	60% / 40% after deductible
• Specialist		\$30 copay	60% / 40% after deductible
Diagnostic Lab & X-Ray			
• Complex		80% / 20% after deductible	60% / 40% after deductible
• All Other		80% / 20% after deductible	60% / 40% after deductible
• Preventive		100%	100%
Preventive Care		100%	100%
Hospital			
• Inpatient Facility		80% / 20% after deductible	60% / 40% after deductible
• Outpatient Surgery		80% / 20% after deductible	60% / 40% after deductible
• Emergency		\$100 copay (waived if admitted), 20% after deductible	
Prescriptions		(generic/brand name formulary/brand name non-formulary)	
• Retail (30-day supply)		\$10 / \$20 / \$30	
• Mail Order (90-day supply)		\$20 / \$40 / \$60	
Mental Health			
• Inpatient		80% / 20% after deductible	60% / 40% after deductible
• Outpatient		\$30 copay	60% / 40% after deductible

This is a summary of benefits. This is not a contract.

City of Homer Buy-Up Medical Plan	
2014 Employee Contribution	
Pay Periods: 26	
EE Only	\$ 51.65
EE + Spouse	\$ 194.46
EE + Child	\$ 139.14
EE + Children	\$ 215.53
EE + Sp + Child	\$ 249.78
EE + Sp + Children	\$ 293.90

Spousal Cost-Sharing Fee (EE Pays) \$200/month \$92.30/pp

(Spouse has coverage with employer but elects COH medical plan)

EE elects spouse M/D/V Insurance (COH Pays) \$250/month \$115.38/pp

EE elects spouse medical insurance (COH Pays) \$200/month \$92.30/pp



2014 Payroll Deductions for Part-Time Buy-Up Plan

Employee 20 Hr \$103.30

Employee 24 Hr \$87.81



Employee 28 Hr \$82.64

City of Homer - Dental Plan Option - January 1, 2014

 	Benefit
Calendar Year Deductible Per Person Deductible Applies to	\$100 / \$300 Class B Service - Basic Class C Service - Major
Class A Services ~ Preventive	100%
Class B Services ~ Basic	80%
Class C Services ~ Major	50%
Maximum Benefit Amount Per Person Per Calendar Year	\$1,500
Maximum Benefit Amount Per Person Orthodontics	\$750

City of Homer	
2014 Payroll Deductions	
Pay Periods:	Select: 26
Dental Plan	
EE Only	\$2.31
EE + Spouse	\$4.62
EE + Child	\$4.62
EE + Children	\$6.92
EE + Sp + Child	\$6.92
EE + Sp + Children	\$11.54

City of Homer - Vision Plan Option - January 1, 2014

		Benefit
Exam (including contact fitting exam)		80%
Single/Bifocal/Trifocal Lenses/Frames		100% up to \$175
Lenticular Lenses/Frames		100% up to \$275
Contact Lenses		100% up to \$125

City of Homer	
2014 Payroll Deductions	
Pay Periods:	Select: 26
Vision Plan	
EE Only	\$3.25
EE + Spouse	\$6.50
EE + Child	\$6.50
EE + Children	\$9.75
EE + Sp + Child	\$9.75
EE + Sp + Children	\$16.25



City of Homer

www.cityofhomer-ak.gov

Volunteer Fire Department

604 East Pioneer Ave
Homer, Alaska 99603

fire@cityofhomer-ak.gov

(p) 907-235-3155

(f) 907-235-3157

Memorandum 13-138

TO: Mayor and City Council
THROUGH: Jo Johnson, Acting City Manager
FROM: Robert Painter, Fire Chief
DATE: October 7, 2013
SUBJECT: Fire Department Budget Requests

Honorable Mayor Wythe & City Council:

Having reviewed the City Manager's Budget Memo to Council I would like to provide comment regarding the lack of support for the numerous funding requests presented to the City Manager regarding urgently needed and necessary maintenance issues regarding the existing station and the serious lack of advanced life support coverage during the summer months.

The Homer Volunteer Fire Department was established in 1952 by volunteers dedicated to providing fire protection and ambulance service to their neighbors. In 1979, following years of fundraising, the existing station on Pioneer Avenue was constructed using mostly volunteer time and labor and dedicated in 1980. Following consolidation with the City of Homer in 1990, the station and other assets were transferred to the city's care. Except for a major seismic construction upgrade and other necessary repairs in 1996/97 there has been little done to the station except routine maintenance. The majority of the floor coverings (rubber tile and carpeting) is original to the building (installed in 1979) and is simply wearing out. The exterior of the building, last stained more than 5 years ago, is also in desperate need of repainting and staining to maintain both the structure of the building and to prevent rot and decay of this critical infrastructure.

We realize that replacing the existing fire station with a new Public Safety Building has been identified as a capital priority but this process, with all good intentions, will still take at least 3-5 years before completion, if funding is obtained. In the meantime, it is vital that the existing facility be adequately maintained so that it retains its value and functionality. Deferring routine maintenance is neither wise, nor fiscally prudent if there is money in the building depreciation account.

As indicated in the City Manager's memorandum, his budget only included funding to replace the exterior fire escape and to replace aging and obsolete gas detectors and calibration equipment necessary for the safety of our responders.

For Fiscal Year 2014 the Fire Department also requested funding for two, full-time seasonal Emergency Service Specialists (Firefighter/EMT-3) personnel to help provide coverage during the summer when a number of our volunteer responders are on leave and our paid staff tend to take annual leave (full staffing places 3 personnel [Fire Chief, Departmental Services Coordinator and ESS] in the station during the workweek 8 am until 5 pm, but only 1 on duty [ESS] 24 hours). As the call volume of the fire department continues to rise almost every year, our volunteer membership is harder pressed to be available around the clock, especially during the daytime hours when the majority of calls are handled. These two seasonal employees would aid in providing a more immediate response to calls both during the day and help ensure that advanced life support is available 24/7 as required by our ambulance certification level. As the fire department has had a vacant full-time position for some time (Assistant Chief), the remaining staff strives to provide continuous EMS coverage, often resulting in overtime and on-call pay.

I can assure the Mayor and City Council it is not my desire or intention to create a fully paid fire department. The community has been well served by the mostly volunteer fire department for over 60 years, and we strongly desire to retain both the volunteer spirit and level of professionalism demonstrated by HVFD from its inception. None-the-less, I do believe that we have reached a crossroads in the evolution of the fire service in Homer and must, for the benefit of our community, add more paid personnel during the busiest time of year to relieve the stress on both paid staff and volunteers alike.

I request the Council's support of my request for additional seasonal personnel in the 2014 budget.



City of Homer

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Memorandum 13-157

TO: MAYOR WYTHE AND COUNCIL
THROUGH: WALT WREDE
FROM: ANDREA PETERSEN
DATE: NOVEMBER 13, 2013
SUBJECT: FULLY-INSURED HEALTH PLAN PROPOSALS

Introduction

Employers that offer health insurance benefits finance those benefits in one of two ways: they purchase health insurance from an insurance company (fully-insured plans), or they provide health benefits directly to employees (self-insured plans). Typically, these plans differ by who assumes the insurance risk, plan characteristics, employer size, and market share. Currently the City is self-insured, but evaluates the fully-insured plans on an annual basis. Here are some of the details that differentiate the two types of plans:

Fully-Insured Plans

Risk: In a fully-insured plan, the employer pays a per-employee premium to an insurance company, and the insurance company assumes the risk of providing health coverage for insured events.

Plan characteristics: In fully-insured arrangements, premiums vary across employers based on employer size, employee population characteristics, and health care use. Premiums can also change on an annual basis within the same employer because of changes in the demographics of the employed group, utilization and the overall health of the group. However, employers are charged the same premium for each employee.

Employer size: Small employers that offer health benefits are typically fully-insured; however, this trend is changing and smaller employers are switching to self-insured plans.

Self-Insured Plans

Risk: In a self-insured plan, instead of purchasing health insurance from an insurance company and paying the insurer a per-employee premium, the employer acts as its own insurer. In the simplest form, the employer uses the money that it would have paid the insurance company and instead directly pays health care claims to providers through the third party administrator. In addition, self-insured plans purchase a stop loss policy for protection from large claims. Stop loss insurance is a policy that takes effect after a certain amount has been paid in claims. The stop loss premium is calculated

for each employee for each month. The premium is based on the number of participants, age of the participants and other information. The stop loss premium is renewed on an annual basis.

Plan characteristics: Employers can often offer multiple self-insured health plans to employees. The plan can also be tailored to decrease utilization in a certain area of the benefit or to reduce the overall expenses.

Employer size: In 2011, 68.5 percent of workers in firms with 50 or more employees were in self-insured plans, whereas only 10.8 percent of workers in firms with fewer than 50 employees were in self-insured plans

Brief Overview of Fully-Insured Proposals for 2014 Plan Year

The City reviewed proposals from three fully-insured companies (Aetna, Premiera, and Aetna Alaska Political Subdivision). The details of each proposal are attached.

2014 Health Plan Proposals									
In-Network Medical	Premiera	Premiera	Premiera	Premiera	Aetna	Aetna AK Political Subdivision	Aetna AK Political Subdivision	Aetna AK Political Subdivision	Aetna AK Political Subdivision
Deductible (Individual/Family)	\$100 / \$300	\$500 / \$1,500	\$1,000 / \$3,000	\$1,250 / \$2,500	\$100 / \$300	\$250 / \$750	\$500 / \$1,500	\$750 / \$2,500	\$2,000 / \$4,000
Out of Pocket Max (Individual/Family)	\$500 / \$1,500	\$2,000 / \$6,000	\$2,000 / \$6,000	\$5,000 / \$10,000	\$700 / \$1,400	\$500	\$1,000	\$2,000	\$3,000 / \$6,000
Coinsurance	90% / 10%	80% / 20%	70% / 30%	80% / 20%	90% / 10%	90% / 10%	80% / 20%	80% / 20%	80% / 20%
Estimated Annual Premium	\$ 3,901,889.76	\$ 3,409,768.80	\$ 3,151,254.72	\$ 2,472,846.72	\$ 2,860,724.04	\$ 4,167,237.60	\$ 3,142,654.44	\$ 2,551,851.36	\$ 1,858,384.92
Aetna AK Political Subdivision									
Dental	Premiera	Aetna	Aetna Subdivision						
Deductible (Individual/Family)	\$50 / \$150	\$50 / \$150	\$50 per person						
Annual Maximum	\$1,500	\$1,500	\$1,500						
Preventive Services	100%	80%	80%						
Basic Services	80%	80%	80%						
Major Services	50%	60%	50%						
Orthodontia Benefit (lifetime)	\$1,000	70% to \$750	0						
Estimated Annual Premium	\$ 186,439.56	\$ 146,847.24	\$ 120,987.00						

There are many pros and cons to consider when evaluating full-insured plans. Some of the considerations include:

- Estimated premiums are only good for one year.
- At least a two year commitment may be required.
- Every eligible employee must enroll in the health benefits.
- The City will not receive performance reports regarding utilization and overall health of participants.
- Customer service needs may not meet current standards.

The 2014 self-insured health plans were compared to other municipalities within the Kenai Peninsula. The comparison found that the City of Homer is still competitive with the other municipalities. In addition, transitioning to a fully-insured plan in 2014 will result in terminating contracts with Mercer (Jeff Paxton, Benefit Broker), Meritain (Third-Party Administrator and Symetra (Stop-Loss Policy). The City may be expected to pay early contract termination fees. Health Care Reform and the new Health Exchanges are other areas to consider when reviewing the health benefits package. There is a copious amount of information in the attachments and this memo. Please let me know if you have any questions or concerns.



City of Homer
Medical/Vision Plan Proposal
Effective Date: January 1, 2014



Benefits		In Network	Out of Network
Lifetime/Annual Max Maximum		Unlimited	
Deductible			
Individual		\$100	\$300
Family		\$300	\$900
Coinurance (Plan Pays / Member Pays)		90 / 10%	40/60%: Hospital/CD Facility 90/10%: ARP/Other Facilities & Other Professionals
Out of Pocket Max			
Individual (includes deductible)		\$500	N/A
Family (includes deductible)		\$1,500	N/A
Office Visits (including Urgent Care)		90% after deductible	90% after deductible
Diagnostic Lab & X-Ray		90% after deductible	40% after deductible: Hospital/CD Facility 90% after deductible: ARP/Other Facilities & Other Professionals
Preventive Care			
Preventive Care Office Visits		Covered in full	Covered in full
Preventive Care DX&L		Covered in full	40% after deductible: Hospital/CD Facility 90% after deductible: ARP/Other Facilities & Other Professionals
Hospital Benefits			
Inpatient		90% after deductible - Preferred; 60% after deductible - Participating	40% after deductible: Hospital/CD Facility 90% after deductible: ARP/Other Facilities & Other Professionals
Outpatient Surgery		90% after deductible - Preferred; 60% after deductible - Participating	40% after deductible: Hospital/CD Facility 90% after deductible: ARP/Other Facilities & Other Professionals
Emergency Room (copay waived if admitted to inpatient facility)			90% after deductible
Prescription Drugs			
Retail (90 day supply)		\$5/\$10	\$5/\$10
Mail Order (90 day supply)		\$10/\$30	Not Covered
Mental Health			
Inpatient (unlimited days)		90% after deductible - Preferred	40% after deductible: Hospital/CD Facility 90% after deductible: ARP/Other Facilities & Other Professionals
Outpatient (unlimited visits)		90% after deductible	90% after deductible
Manipulations (Spinal and other) (24 visits PCY)		90% after deductible	90% after deductible
Vision Exam (1 PCY; \$350 PCY, shared with Vision Hardware)		AK Mandate 90%	90% (deductible waived)
Vision Hardware (1 pair of frames every 2 years, combined \$90 dollars retail max. Contacts \$170 PCY max; Vision Exam/Test and Hardware annual max \$350)		Covered in full	Covered in full
Rates		Premiera Proposal #1	
Employee	25		\$1,281.44
Employee Spouse	22		\$2,947.31
Employee Child(ren)	14		\$2,942.19
Employee Spouse Child(ren)	40		\$4,677.25
Estimated Monthly Premium	101		\$325,157.48
Estimated Annual Premium			\$3,901,889.76

This is a summary of benefits. This is not a contract.



City of Homer
Medical/Vision Plan Proposal
Effective Date: January 1, 2014



Benefits		In Network	Out of Network
Lifetime/Annual Max Maximum		Unlimited	
Deductible			
Individual		\$500	\$1,500
Family		\$1,500	\$4,500
Coinsurance (Plan Pays / Member Pays)		80 / 20%	40/60%: Hospital/CD Facility 80/20%: ARP/Other Facilities & Other Professionals
Out of Pocket Max			
Individual (includes deductible)		\$2,000	N/A
Family (includes deductible)		\$6,000	N/A
Office Visits (including Urgent Care)		80% after deductible	80% after deductible
Diagnostic Lab & X-Ray		80% after deductible	40% after deductible: Hospital/CD Facility 80% after deductible: ARP/Other Facilities & Other Professionals
Preventive Care			
Preventive Care Office Visits		Covered in full	Covered in full
Preventive Care DX&L		Covered in full	40% after deductible: Hospital/CD Facility 80% after deductible: ARP/Other Facilities & Other Professionals
Hospital Benefits			
Inpatient		80% after deductible - Preferred; 60% after deductible - Participating	40% after deductible: Hospital/CD Facility 80% after deductible: ARP/Other Facilities & Other Professionals
Outpatient Surgery		80% after deductible - Preferred; 60% after deductible - Participating	40% after deductible: Hospital/CD Facility 80% after deductible: ARP/Other Facilities & Other Professionals
Emergency Room (copay waived if admitted to inpatient facility)			80% after deductible
Prescription Drugs			
Retail (90 day supply)		\$5/\$10	\$5/\$10
Mail Order (90 day supply)		\$10/\$30	Not Covered
Mental Health			
Inpatient (unlimited days)		80% after deductible - Preferred	40% after deductible: Hospital/CD Facility 80% after deductible: ARP/Other Facilities & Other Professionals
Outpatient (unlimited visits)		80% after deductible	80% after deductible
Manipulations (Spinal and other) (24 visits PCY)		80% after deductible	80% after deductible
Vision Exam (1 PCY; \$350 PCY, shared with Vision Hardware)		AK Mandate 90%	90% (deductible waived)
Vision Hardware (1 pair of frames every 2 years, combined \$90 dollars retail max. Contacts \$170 PCY max; Vision Exam/Test and Hardware annual max \$350)		Covered in full	Covered in full
Rates		Premiera Proposal #2	
Employee	26		\$1,119.82
Employee Spouse	22		\$2,575.58
Employee Child(ren)	14		\$2,571.11
Employee Spouse Child(ren)	40		\$4,087.34
Estimated Monthly Premium	101		\$284,147.40
Estimated Annual Premium			\$3,409,768.80

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City of Homer
Medical/Vision Plan Proposal
Effective Date: January 1, 2014



Benefits		In Network	Out of Network
Lifetime/Annual Max Maximum		Unlimited	
Deductible			
Individual		\$1,000	\$3,000
Family		\$3,000	\$9,000
Coinsurance (Plan Pays / Member Pays)		70 / 30%	40/60%: Hospital/CD Facility 70/30%: ARP/Other Facilities & Other Professionals
Out of Pocket Max			
Individual (includes deductible)		\$2,000	N/A
Family (includes deductible)		\$6,000	N/A
Office Visits (including Urgent Care)		70% after deductible	70% after deductible
Diagnostic Lab & X-Ray		70% after deductible	40% after deductible: Hospital/CD Facility 70% after deductible: ARP/Other Facilities & Other Professionals
Preventive Care			
Preventive Care Office Visits		Covered in full	Covered in full
Preventive Care DX&L		Covered in full	40% after deductible: Hospital/CD Facility 70% after deductible: ARP/Other Facilities & Other Professionals
Hospital Benefits			
Inpatient		70% after deductible - Preferred; 60% after deductible - Participating	40% after deductible: Hospital/CD Facility 70% after deductible: ARP/Other Facilities & Other Professionals
Outpatient Surgery		70% after deductible - Preferred; 60% after deductible - Participating	40% after deductible: Hospital/CD Facility 70% after deductible: ARP/Other Facilities & Other Professionals
Emergency Room (copay waived if admitted to inpatient facility)			70% after deductible
Prescription Drugs			
Retail (90 day supply)		\$5/\$10	\$5/\$10
Mail Order (90 day supply)		\$10/\$30	Not Covered
Mental Health			
Inpatient (unlimited days)		70% after deductible - Preferred	40% after deductible: Hospital/CD Facility 70% after deductible: ARP/Other Facilities & Other Professionals
Outpatient (unlimited visits)		70% after deductible	70% after deductible
Manipulations (Spinal and other) (24 visits PCY)		70% after deductible	70% after deductible
Vision Exam (1 PCY; \$350 PCY, shared with Vision Hardware)		AK Mandate 90%	90% (deductible waived)
Vision Hardware (1 pair of frames every 2 years, combined \$90 dollars retail max. Contacts \$170 PCY max; Vision Exam/Test and Hardware annual max \$350)		Covered in full	Covered in full
Rates			Premiera Proposal #3
Employee	25		\$1,034.92
Employee Spouse	22		\$2,380.32
Employee Child(ren)	14		\$2,376.18
Employee Spouse Child(ren)	40		\$3,777.45
Estimated Monthly Premium	101		\$262,604.56
Estimated Annual Premium			\$3,151,254.72

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City of Homer
Medical/Vision Plan Proposal
Effective Date: January 1, 2014



Benefits		In Network	Out of Network
Lifetime/Annual Max Maximum Deductible		Unlimited	
Individual			
Family (aggregate deductible)		\$1,250	
Coinsurance (Plan Pays / Member Pays)			
Out of Pocket Max		80 / 20%	40/60%: Hospital/CD Facility 80/20%: ARP/Other Facilities & Other Professionals
Individual (includes deductible)		\$5,000	N/A
Family (includes aggregate deductible)		\$10,000	N/A
Office Visits (including Urgent Care)		80% after deductible	80% after deductible
Diagnostic Lab & X-Ray		80% after deductible	40% after deductible: Hospital/CD Facility 80% after deductible: ARP/Other Facilities & Other Professionals
Preventive Care			
Preventive Care Office Visits		Covered in full	Covered in full
Preventive Care DX&L		Covered in full	40% after deductible: Hospital/CD Facility 80% after deductible: ARP/Other Facilities & Other Professionals
Hospital Benefits			
Inpatient		80% after deductible - Preferred; 60% after deductible - Participating	40% after deductible: Hospital/CD Facility 80% after deductible: ARP/Other Facilities & Other Professionals
Outpatient Surgery		80% after deductible - Preferred; 60% after deductible - Participating	40% after deductible: Hospital/CD Facility 80% after deductible: ARP/Other Facilities & Other Professionals
Emergency Room (copay waived if admitted to inpatient facility)			80% after deductible: Hospital/CD Facility 80% after deductible: ARP/Other Facilities & Other Professionals
Prescription Drugs		80% after deductible	
Retail (90 day supply)		80% after deductible	80% after deductible
Mail Order (90 day supply)		80% after deductible	Not Covered
Mental Health			
Inpatient (unlimited days)		80% after deductible - Preferred	40% after deductible: Hospital/CD Facility 80% after deductible: ARP/Other Facilities & Other Professionals
Outpatient (unlimited visits)		80% after deductible	80% after deductible
Manipulations (Spinal and other) (12 visits PCY)		80% after deductible	80% after deductible
Vision Exam (1 PCY; \$350 PCY, shared with Vision Hardware)		AK Mandate 90%	90% (deductible waived)
Vision Hardware (1 pair of frames every 2 years, combined \$90 dollars retail max. Contacts \$170 PCY max; Vision Exam/Test and Hardware annual max \$350)		Covered in full	Covered in full
Rates		Premiera Proposal #4	
Employee	25		\$812.12
Employee Spouse	22		\$1,867.87
Employee Child(ren)	14		\$1,864.63
Employee Spouse Child(ren)	40		\$2,964.24
Estimated Monthly Premium	101		\$206,070.56
Estimated Annual Premium			\$2,472,846.72

This is a summary of benefits. This is not a contract.





City of Homer
Medical/Vision Plan Proposal
Effective Date: January 1, 2014



Benefits		In Network		Out of Network
Lifetime/Annual Max Maximum		Unlimited		
Deductible				
Individual		\$100		\$100
Family		\$300		\$3,000
Coinsurance (Plan Pays / Member Pays)		90 / 10%		70 / 30%
Out of Pocket Max				
Individual (includes deductible)		\$700		\$700
Family (includes deductible)		\$1,400		\$1,400
Office Visits		Primary: 100% after deductible Specialists: 90% after deductible		70% after deductible
Diagnostic Lab & X-Ray		90% after deductible		70% after deductible
Hospital Benefits				
Inpatient		90% after deductible		70% after deductible
Outpatient Surgery		90% after deductible		70% after deductible
Emergency Room (copay waived if admitted)		90% after deductible		70% after deductible
Prescription Drugs		90% after deductible		
Retail (90 day supply)		\$5 / \$15		70% after deductible
Mail Order (90 day supply)		\$10 / \$30		Not Covered
Vision Exam		1 exam every 12 months		
Vision Hardware		\$200 allowance every 24 months		
Rates		Aetna Proposal		
Employee	25	\$1,070.95		
Employee Spouse	22	\$2,356.09		
Employee Child(ren)	14	\$1,927.71		
Employee Spouse Child(ren)	40	\$3,319.95		
Estimated Monthly Premium	101	\$238,393.67		
Estimated Annual Premium		\$2,860,724.04		

This is a summary of benefits. This is not a contract.



ALASKA POLITICAL SUBDIVISIONS
Medical Plan Comparison Chart
Effective July 1, 2013

Eligibility: Full-Time Permanent Employees (30+ hours) on 31st day of pay; Part-Time Permanent Employees (15-30 hours) who elect coverage on 31st day of pay; Elected Officials who receive a salary - effective date when sworn into office.

Eligible Dependents: Spouse or Domestic Partner (same sex) and Children up to age 26; Newborns automatically covered first 60 days (legislative).

Plan Provision	Plan I	Plan II	Plan III	Plan IV HDHP
Calendar Year Deductible	\$250/\$750	\$500/\$1,500	\$750/\$2,250	\$2,000 Individual Plan \$4,000 Family Plan
Office Visit Deductible (In addition to calendar year deductible)	\$10/Visit	\$10/Visit	\$10/Visit	N/A
Out-of-Network Hospital Admission Deductible (Additional)	\$500 per admission	\$500 per admission	\$500 per admission	\$500 per admission
Deductible Carryover	Does not apply			N/A
Coinsurance - In-network	90%	80%	80%	80%
Coinsurance - Out of network	70%	60%	60%	60%
Emergency Room	90%, 50% for non-emergency use	80%, 50% for non-emergency use	80%, 50% for non-emergency use	80%, 50% for non-emergency use
In-Network Out of Pocket Limit	\$500 (Doesn't include deductible)	\$1000 (Doesn't include deductible)	\$2000 (Doesn't include deductible)	\$3,000 Individual Plan \$6,000 Family Plan
Out-of-Network Out of Pocket Limit - Additional	N/A	N/A	N/A	\$1,000 Individual Plan \$2,000 Family Plan
Prescription Drugs - Retail (30 day max supply) Medications obtained from a non-network pharmacy are reimbursable at 80% after the separate pharmacy deductible (Plans I, II and III). For Plan IV, combined medical and pharmacy deductible must be met before reimbursement applies. Member must pay up front.	After separate \$50/\$150 annual deductible, the member's coinsurance is: 1) Generics - 0% 2) Brand Formulary - 20%* 3) Brand Non-Formulary 30% * * Minimum and Maximum copays apply	After separate \$50/\$150 annual deductible, the member's coinsurance is: 1) Generics - 0% 2) Brand Formulary - 20%* 3) Brand Non-Formulary 30% * * Minimum and Maximum copays apply	After separate \$50/\$150 annual deductible, the member's coinsurance is: 1) Generics - 0% 2) Brand Formulary - 20%* 3) Brand Non-Formulary 30% * * Minimum and Maximum copays apply	After deductible, the following copayments apply: 1) Generics - \$10 2) Brand Formulary - \$20 3) Brand Non-Formulary - \$35
Mail Order Pharmacy (90 day max supply)	Generics - \$10 copay Brands - \$30 copay	Generics - \$10 copay Brands - \$30 copay	Generics - \$10 copay Brands - \$30 copay	After deductible, the following copayments apply: 1) Generics - \$20 2) Brand Formulary - \$40 3) Brand Non-Formulary - \$60
Mandatory Generics	Applies	Applies	Applies	Applies

This chart is meant to be a summary only of the main features of the plan of benefits. Please refer to the Aetna Plan booklet certificates for the State of Alaska Political Subdivisions, including summary of changes, for additional details.

ALASKA POLITICAL SUBDIVISIONS
Medical Plan Comparison Chart
Effective July 1, 2013

Plan Provision	Plan I	Plan II	Plan III	Plan IV HDHP
Preventive Care Including cancer screenings (Paps, PSA, Mammograms and Colorectal Cancer Screening)	100% coverage for adult/well child care No deductible	100% coverage for adult/well child care No deductible	100% coverage for adult/well child care No deductible	100% coverage for adult/well child care No deductible
Spinal Disorders	Subject to Medical Necessity			25 visits
Durable Medical Equipment	Unlimited	Unlimited	Unlimited	\$10,000 maximum per year
Skilled Nursing - Convalescent Facility	120 days per year	120 days per year	120 days per year	120 days per year
Home Health Care	Unlimited	Unlimited	Unlimited	60 Visits per year
Private Duty Nursing	Unlimited	Unlimited	Unlimited	70 8-hr shifts per year
Hospice	90% after deductible, no maximums	80% after deductible, no maximums	80% after deductible, no maximums	80% after deductible, no maximums
Mental Health or Chemical Dependency Treatment – Inpatient	90% after deductible	80% after deductible	80% after deductible	80% after deductible
Mental Health or Chemical Dependency Treatment – Outpatient	90% after deductible	80% after deductible	80% after deductible	80% after deductible
Pre-Existing Conditions	\$1000 first 12 months (Does not apply to children under the age of 19)			

This chart is meant to be a summary only of the main features of the plan of benefits. Please refer to the Aetna Plan booklet certificates for the State of Alaska Political Subdivisions, including summary of changes, for additional details.

POLITICAL SUBDIVISION HEALTH AND LIFE PREMIUMS - Effective July 1, 2013

Plan is on Calendar Year, Premiums set on Fiscal year

Traditional Plans

Traditional Plans							
Plan I - Suffix 31							
\$250 ded, 90% coinsurance, \$500 out of pocket limit							
Medical Premium		DVA Premium		Total Monthly Premium	Combined Family Health Premium	Basic Life	Combined Family Life Premium
		Dependent DVA			Includes Medical & DVA for all Covered Family		Includes Life for all Covered Family
		Optional					
Employee	\$ 1,523.23	+	Included	= \$ 1,523.23		\$0.59	
Child/Children	\$ 1,216.30	+	\$ 85.00	= \$ 1,301.30	\$ 2,824.53	\$0.09	\$0.68
Spouse	\$ 1,790.22	+	\$ 81.00	= \$ 1,871.22	\$ 3,394.45	\$0.19	\$0.78
Spouse and Children	\$ 3,024.92	+	\$ 165.75	= \$ 3,190.67	\$ 4,713.90	\$0.28	\$0.87
Plan II - Suffix 32							
\$500 ded, 80% coinsurance, \$1000 out of pocket limit							
Employee	\$ 1,157.35	+	Included	= \$ 1,157.35		\$0.59	
Child/Children	\$ 905.00	+	\$ 85.00	= \$ 990.00	\$ 2,147.35	\$0.09	\$0.68
Spouse	\$ 1,356.24	+	\$ 81.00	= \$ 1,437.24	\$ 2,594.59	\$0.19	\$0.78
Spouse and Children	\$ 2,260.77	+	\$ 165.75	= \$ 2,426.52	\$ 3,583.87	\$0.28	\$0.87
Plan III - Suffix 33							
\$750 ded, 80% coinsurance, \$2000 out of pocket limit							
Employee	\$ 915.39	+	Included	= \$ 915.39		\$0.59	
Child/Children	\$ 752.88	+	\$ 85.00	= \$ 837.88	\$ 1,753.27	\$0.09	\$0.68
Spouse	\$ 1,123.99	+	\$ 81.00	= \$ 1,204.99	\$ 2,120.38	\$0.19	\$0.78
Spouse and Children	\$ 1,876.78	+	\$ 165.75	= \$ 2,042.53	\$ 2,957.92	\$0.28	\$0.87

Employee coverage is mandatory for all permanent employees and includes medical and dental-vision-audio, Basic Life and AD&D coverage. Medical/Life insurance is optional for dependents and may be selected with or without the DVA portion of the package. The DVA coverage CANNOT be selected without the medical/life

Health insurance premiums are paid directly to Aetna. Life insurance premiums are paid directly to Unum. You must pay life insurance premiums on all employees for whom you pay health premiums.

POLITICAL SUBDIVISION HEALTH AND LIFE PREMIUMS - Effective July 1, 2013

Plan is on Calendar Year, Premiums set on Fiscal year

High Deductible Health Plan Option

Plan IV - Suffix 34		Medical Premium	DVA Premium	Total Monthly Premium	Combined Family Health Premium	Basic Life	Combined Family Life Premium
Ind: \$2000 ded, 80% coinsurance, \$3000 out of pocket limit Fam: \$4000 ded, 80% coinsurance, \$6000 out of pocket limit							
Employee		\$ 642.01	Included	= \$ 642.01	Includes Medical & DVA for all Covered Family	\$0.59	Includes Life for all Covered Family
Child/Children		\$ 503.15	+ \$ 85.00	= \$ 588.15		\$0.09	
Spouse		\$ 744.23	+ \$ 81.00	= \$ 825.23		\$0.19	
Spouse and Children		\$ 1,247.28	+ \$ 165.75	= \$ 1,413.03		\$0.28	

Employee coverage is mandatory for all permanent employees and includes medical and dental-vision-audio, Basic Life and AD&D coverage. Medical/Life insurance is optional for dependents and may be selected with or without the DVA portion of the package. The DVA coverage **CANNOT** be selected without the medical/life Health insurance premiums are paid directly to Aetna. Life insurance premiums are paid directly to Unum You must pay life insurance premiums on all employees for whom you pay health premiums.



City of Homer
Dental Plan Proposal
Effective Date: January 1, 2014



Benefits		In / Out of Network
Annual Maximum		\$1,500 PCY
Deductible		
Individual		\$50
Family		\$150
Preventive Services		100%
Basic Services		80%
Major Services		50%
Orthodontia Benefit (Lifetime)		\$1,000
Rates		Premera
Employee	25	\$62.87
Employee + Spouse	22	\$135.17
Employee + Child(ren)	14	\$152.31
Employee + Family	<u>40</u>	\$221.47
Estimated Monthly Premium	101	\$15,536.63
Estimated Annual Premium		\$186,439.56

This is a summary of benefits. This is not a contract.



City of Homer

Dental Plan Proposal

Effective Date: January 1, 2014



Benefits		In / Out of Network
Annual Maximum		\$1,500 PCY
Deductible		
Individual		\$50
Family		\$150
Preventive Services		80%
Basic Services		80%
Major Services		60%
Orthodontia Benefit (Lifetime)		70% to \$750
Rates		Aetna
Employee	25	\$54.41
Employee + Spouse	22	\$105.30
Employee + Child(ren)	14	\$120.83
Employee + Family	<u>40</u>	\$171.72
Estimated Monthly Premium	101	\$12,237.27
Estimated Annual Premium		\$146,847.24

This is a summary of benefits. This is not a contract.

2014 Proposed Budget Amendment Form

Department Number:

Rationale: THE PURPOSE OF THIS AMENDMENT IS TO IMPLEMENT THE RECOMMENDATIONS CONTAINED IN MEMORANDUM 13-159 (ATTACHED). THE COST HAS BEEN ADJUSTED TO INCLUDE A SURVEY AT RECOMMENDATION OF P.W. DIRECTOR. THIS PROJECT IS PROPOSED AS A HART/TRAILS FUNDER INITIATIVE, WHICH SHOULD BE NOTED AND DISCUSSED. P.H. COMMISSION
BRYAN HAWKINS
CAREY MEYER

222



City of Homer

www.cityofhomer-ak.gov

Port and Harbor

4350 Homer Spit Road
Homer, AK 99603

port@cityofhomer-ak.gov

(p) 907-235-3160

(f) 907-235-3152

Memorandum 13-158(A)

TO: MAYOR BETH WYTHER & HOMER CITY COUNCIL
CC: WALT WREDE, CITY MANAGER
THROUGH: BRYAN HAWKINS, PORT DIRECTOR/HARBORMASTER
FROM: PORT & HARBOR ADVISORY COMMISSION
DATE: NOVEMBER 12, 2013
SUBJECT: RECOMMENDATION FOR NO-WAKE BUOY FOR HARBOR ENTRANCE

The question of vessel traffic safety at the entrance of the harbor has been an ongoing issue, source of complaints, and near-miss stories for many years. I have met with USCG and Coast Guard Auxiliary to discuss the possibility of enforcement at the harbor entrance. I was informed that because the entrance resides on City property, it is, in their judgment, the City's responsibility to enforce. Of course an actual maritime incident resulting in property damage or loss of life would prompt Federal action, but normal day-to-day enforcement is deemed City responsibility.

My solution to this chronic problem is to install visual reminders on a buoy in the location indicated on the overview (see attached) and also at select locations throughout the main fairway, such as JJ Float and the end of the Fuel Float. These signs will remind boaters to keep their speed in check. I spoke with the Chief of Police on this issue and he confirmed that citations could be written using video footage as evidence, as per HCC 10.08.210. At this point I'm not recommending a fixed camera system, but we will have harbor officers watch the entrance on a random schedule and film violators. Evidence and contact information would then be passed on to HPD for enforcement action per HCC 10.08.210 Vessel Speed Limits.

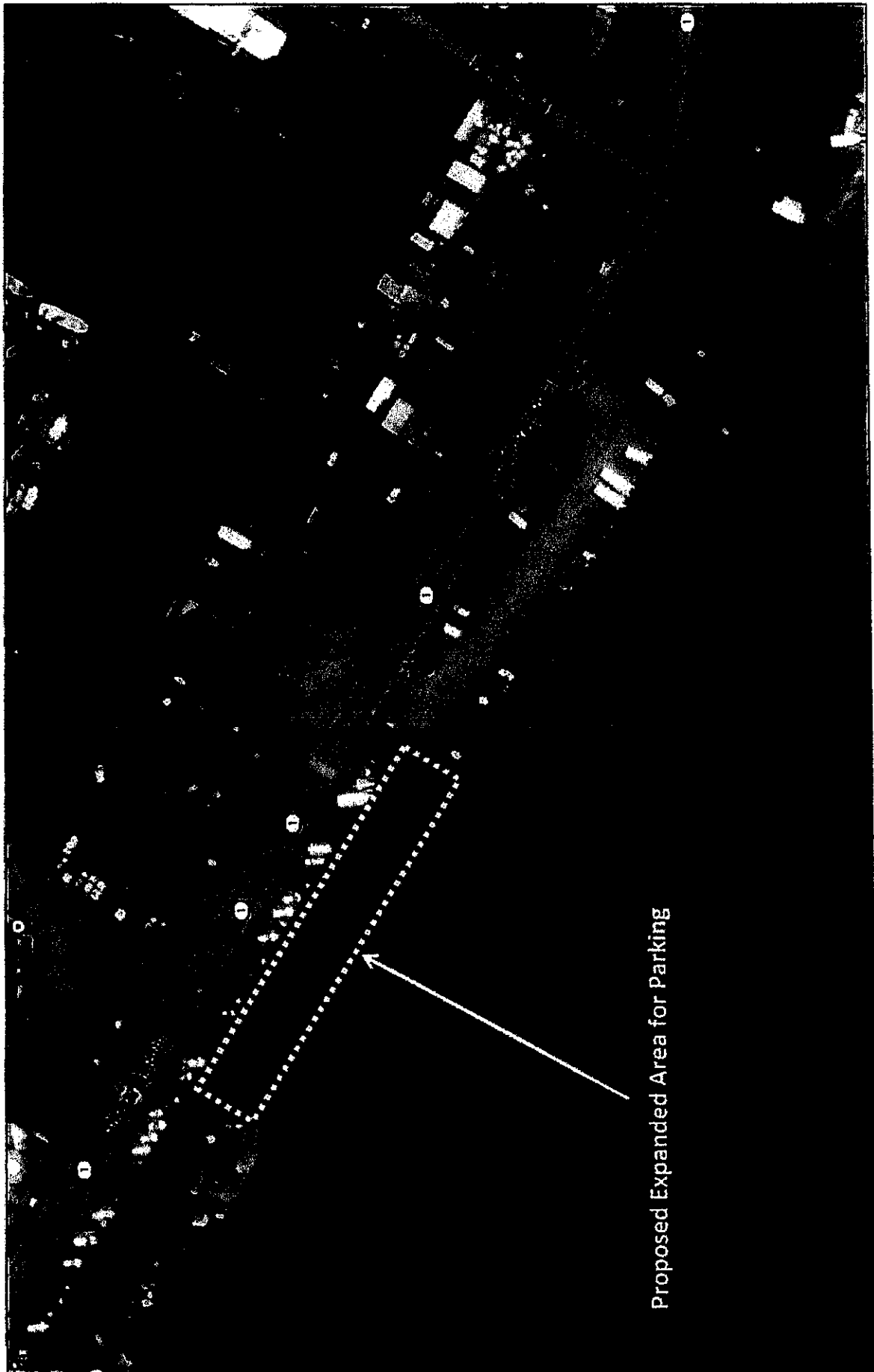
At the Port and Harbor Advisory Commission's October meeting, the commission reviewed HCC 10.08.210 and decided that they would like to review the code during their January meeting to determine if any revisions are needed to bring the code up to-date with current use. They also made a motion to City Council approving this No Wake buoy course of action and expenditure.

Recommendation

Port and Harbor Advisory Commission recommends to City Council to fund purchasing the No-Wake Zone float buoy out of the 2013 operations budget. Staff estimates total costs including additional signage not to exceed \$7,000.00.

Fiscal Note: \$7,000.00 from Port and Harbor Reserves 456-380

Attached: Homer Harbor Entrance Overview of Proposed No-Wake Buoy Location
Port & Harbor Advisory Commission October 30, 2013 Meeting Minutes
Memo to PHC from Port Director/Harbormaster Re: No-Wake Buoy dated September 18, 2013



Proposed Expanded Area for Parking

PORT AND HARBOR ADVISORY COMMISSION
SPECIAL MEETING
OCTOBER 30, 2013

A. Port and Harbor Director's Report for September and October 2013

Harbormaster Hawkins reviewed the September and October reports in the packet. In response to questions he confirmed that Bill Sullivan is following up on his improvements and is doing a good job. He commented about the placement of a rock with a plaque to designate a marker for the water trail; work being done on the Deep Water Dock fine tuning the area where the fenders were replaced; harbor erosion entrance project completion; the Tustumena is back and it's amazing how many local people are working on that boat.

Harbormaster Hawkins also explained a "vessel of concern contract" that has been drafted to be used as needed when vessels come to the harbor that need to be allowed in, but needs firm guidelines for them to be there. Guidelines have included bonding, deadlines, scope of work, and strict timeline when they would leave. It is to ensure the harbor doesn't get stuck with the vessel.

PUBLIC HEARING

PENDING BUSINESS

A. Seafarer's Memorial Parking Lot Expansion

Chair Ulmer called for a motion regarding the Seafarer's Memorial Parking Lot Expansion Project.

HOWARD/ZIMMERMAN MOVED THAT THE PORT AND HARBOR ADVISORY COMMISSION SEND THE PROJECT FOR THE SEAFARER MEMORIAL PARKING LOT EXPANSION FORWARD TO THE COUNCIL RECOMMENDING THAT THEY FUND THE DESIGN, ENGINEERING, AND PERMITTING FOR THE PROJECT; FURTHER THAT THE COUNCIL CONSIDER USING HART FUNDS IN LIEU OF HARBOR RESERVES, BUT IF NECESSARY, THE HARBOR RESERVES COULD BE CONSIDERED.

There was discussion that the Commission could hold a public hearing for this funding, as well as the hearing that would occur for the Council to pass an ordinance allocating funds. There will also be a public comment period for the permitting process.

Question was raised about preliminary cost estimates for engineering services. Harbormaster Hawkins said to raise the fill, buy the capping material, and paving, he got a very rough estimate of \$100,000, and the rule of thumb is generally 10% of that would be for engineering.

Discussion ensued about gravel instead of paving, and dealing with the water runoff. Harbormaster Hawkins noted that if the paving is done right there won't be puddles and developing a bio-swale is an option for dealing with the runoff. The water will definitely have to be addressed.

VOTE: YES: CARROLL, HARTLEY, HOWARD, STOCKBURGER, ULMER, ZIMMERMAN

Motion carried.

B. No-Wake Buoy



City of Homer

www.cityofhomer-ak.gov

Port and Harbor

4350 Homer Spit Road
Homer, AK 99603

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(p) 907-235-3160

(f) 907-235-3152

Memorandum

TO: PORT & HARBOR ADVISORY COMMISSION
FROM: BRYAN HAWKINS, PORT DIRECTOR/HARBORMASTER
DATE: SEPTEMBER 18, 2013
SUBJECT: SEAFARER'S MEMORIAL PARKING LOT EXPANSION PROJECT

At the Port and Harbor Commission's July 24, 2013 meeting, City Staff and commissioners walked the area between the Seafarer's Memorial Park and the Hillstrand boardwalk. The group discussed improvements to the property, making it into an off-street parking lot.

I have spoken with ADOT, Corps, and other City Staff regarding this project. The next step in the process is to get the project recognized by City Council and seek funding for design engineering and permitting. The estimated cost for design, engineering, and permitting will be provided to staff by Public Works in time for the meeting.

Regarding the funding for engineering, City Council has been involved in ongoing conversations about road and trail improvement projects. It's possible that this parking expansion improvement project could be a good candidate for funding from the HART fund. This possibility is because expanding the Port and Harbor parking capacity in the Homer Spit's central business area has obvious benefits to the public from a safety and economic growth standpoint.

Recommendation

Port and Harbor Advisory Commission make a motion to City Council recommending they fund the design, engineering and permitting for the Seafarer's Memorial Parking Lot Expansion project. Further, that Council considers funding this first stage of the project using either HART funds or Port and Harbor Reserves.

2014 Proposed Budget Amendment Form

Fund Name: GENERAL FUND

Department Number: CITY CONTRIBUTION

[illegible]

Rationale: RESTORE \$19,000 TO HOMER FOUNDATION CONTRIBUTION THAT WAS CUT VIA A BUDGET AMENDMENT AT NOV. 25 MEETING. FUNDINGS TO COME FROM ADDITIONAL SALES TAX REVENUE PROJECTED BY FINANCE DEPT. RATIONALE: THE TRANSFERS MADE TO HOMER FOUNDATION THIS YEAR CANNOT BE USED FOR GRANTS TO NON-PROFITS.

COUNCIL MEMBER

Requested By: LEWIS

Prepared By: W. WREDE

2014 Proposed Budget Amendment Form

Department Number: CITY CONTRIBUTIONS

[illegible]**Rationale:**

RESTORE \$20,000 TO PRATT MUSEUM CONTRIBUTION
THAT WAS CUT VIA A BUDGET AMENDMENT AT
NOV. 25 MEETING. FUNDS TO COME FROM ADDITIONAL
SALES TAX REVENUES PROTECTED BY FINANCE DEPT.

COUNCIL MEMBER

Requested By: LEWIS

Prepared By: W. WREDE

Date: November 4, 2013
To: Mayor Wythe and City Council Member
cc: City Manager ; Finance Director
From: Barbara Howard
Subject: City of Homer Budget FY 2014

In response to Mayor Wythe's request for budget amendments to be included in the November 25 agenda packet I offer the following:

Summary of Budget Priorities:

The request for three (3) seasonal EMT's and the dispatcher cannot be taken lightly as these requests are at the core of municipal government responsibilities as you have heard me say over and over. The million dollars we lost with the food tax has been absorbed over the past several years by not funding depreciation funds; by ignoring the call for critical employee positions to be filled and robbing the savings accounts all along funding the non essentials because "we always have". This year I say, enough of unsustainable financial management practices. It is time for the rubber to meet the road. Therefore the following amendments are offered for your consideration and hopefully your support. This is not easy; certainly not popular by some standards, but it is the right thing to do.

- | | | |
|----------------|---|--------------------|
| Amendment #1: | Elimination of lobbyist position | \$22,000.00 |
| | Justification: With clearer direction from the legislatures and along with the revised CIP book Mayor Wythe and others will be very successful in delivering Homer's request this year. | |
| Amendment # 2: | Elimination of funds to Homer Foundation | \$19,000.00 |
| | Justification: During 2013 over \$75,000 has been assigned to the Foundation. | |
| Amendment # 3 | Reduce Pratt Museum by | \$20,000.00 |
| | Justification: Basic needs come first. | |

These amendments should pay for the seasonal EMT's.

The funding for the authorized but not funded dispatcher would come from the overtime that is being spent on the current dispatch crew. Excessive overtime (which is the situation now) is very expensive in dollars and priceless in employee fatigue and morale issues. The city manager will provide the cost of the current overtime at the meeting.

I am asking the Finance Director to prepare the paperwork to support these amendments.

Thank you

2014 Proposed Budget Amendment Form

Department Number:

Rationale: TRANSFER \$10,000 FROM PARKS & REC. RESERVES AND \$25,000 FROM PLANNING RESERVES TO A NEW ACCOUNT FOR A PARKS & RECREATION NEEDS ASSESSMENT AS REQUESTED BY THE PARKS & REC. COMMISSION,

Prepared By:

W. WREDE

**CITY OF HOMER
HOMER, ALASKA**

City Manager

ORDINANCE 13-

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
APPROPRIATING FUNDS FOR THE CALENDAR YEAR 2014 FOR
THE GENERAL FUND, THE WATER-SEWER FUND, THE
PORT/HARBOR FUND, DEBT FUNDS, AND CAPITAL RESERVE
FUNDS (CONDITIONAL EXPENDITURES).

THE CITY OF HOMER ORDAINS:

Section 1. Pursuant to the authority of Alaska Statute, Title 29, the appropriations for
Calendar Year ending December 2014 are appropriated as follows:

General Fund	\$11,918,451
Water-Sewer Fund	\$ 3,802,878
Port/Harbor Fund	\$ 6,168,077
Capital Projects	\$ 1,907,797
Internal Service Funds	\$ <u>2,299,932</u>
Total Expenditures	\$ 26,097,135

Section 2. Such amounts are appropriated to the objects and purposes stated in the
adopted budget.

Section 3. A copy of the budget shall be certified by the City Clerk and filed in the
Office of the City Clerk.

Section 4. The supporting Line Item Budget detail as presented by the Administration
and reviewed by the City Council is incorporated as part of this Budget Ordinance.

Section 5. The property tax mill levy is set at 4.5 mills for 2014.

Section 6. This Ordinance is limited to approval of the Budget and appropriations for
Calendar Year 2014, is a non code Ordinance and shall become effective January 1, 2014.

PASSED AND ENACTED by the Homer City Council on this ____ day of December,
2013.

CITY OF HOMER

MARY E. WYTHE, MAYOR

ATTEST:

JO JOHNSON, MMC, CITY CLERK

Introduction:
Public Hearing:
Second Reading:
Effective Date:

AYES:
NOES:
ABSTAIN:
ABSENT:

Reviewed and approved as to form:

Walt Wrede, City Manager

Date: _____

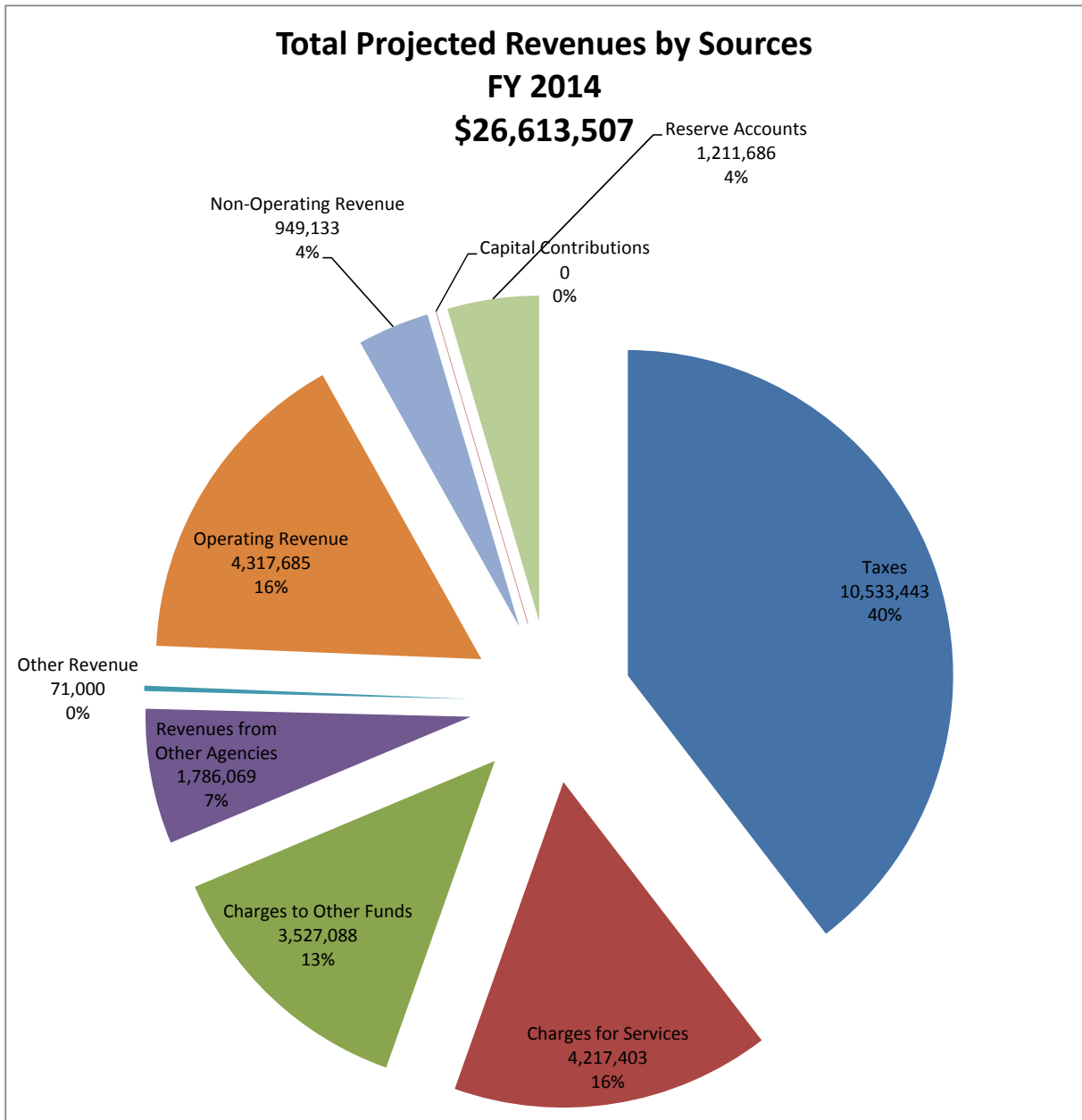
Thomas F. Klinkner, City Attorney

Date: _____

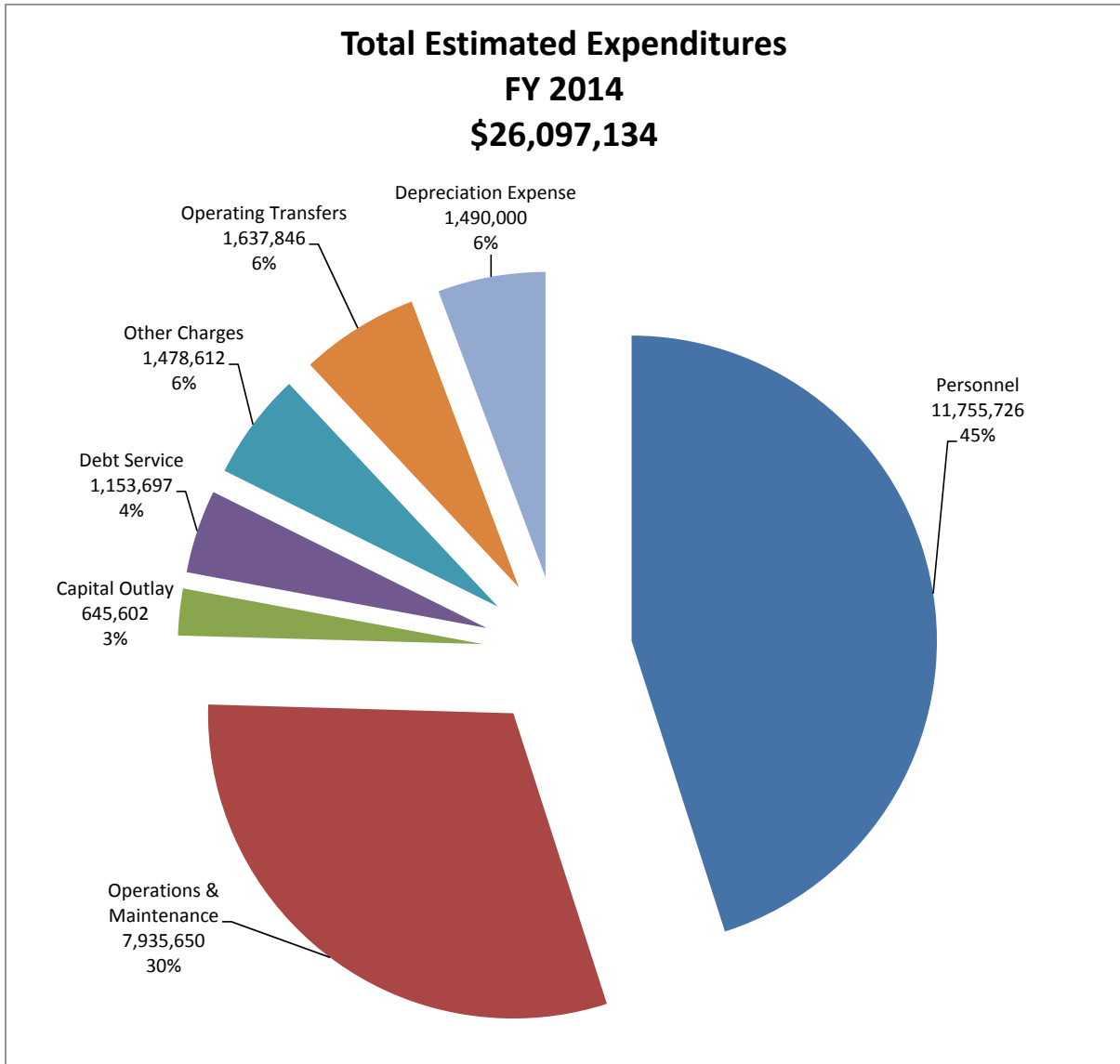
Fiscal Note: See Line Item Budget and detail.

COMBINED REVENUES AND APPROPRIATIONS						
ALL FUND TYPES						
	General Fund	Special Revenue - Water & Sewer	Enterprise Fund Port & Harbor	Capital Projects Fund	Internal Service Funds	Total
Revenues:						
Taxes	8,058,551			2,474,892		10,533,443
Charges for Services	523,200	3,694,203				4,217,403
Charges to Other Funds	1,481,217				2,045,871	3,527,088
Revenues from Other Agencies	1,786,069					1,786,069
Other Revenue	71,000					71,000
Operating Revenue			4,317,685			4,317,685
Non-Operating Revenue		225,741	360,392	55,000	308,000	949,133
Capital Contributions						0
Reserve Accounts				1,211,686		1,211,686
Total Revenues	11,920,037	3,919,944	4,678,077	3,741,578	2,353,871	26,613,507
Expenditure/Expenses						
Personnel	8,071,551	1,882,501	1,801,674			11,755,726
Operations & Maintenance	3,433,996	985,392	1,216,331		2,299,932	7,935,650
Capital Outlay				645,602		645,602
Debt Service	99,824		0	1,053,873		1,153,697
Other Charges		672,354	597,937	208,321		1,478,612
Operating Transfers	313,080	262,631	1,062,135			1,637,846
Depreciation Expense			1,490,000			1,490,000
Total Expenditures/Expenses	11,918,451	3,802,878	6,168,077	1,907,797	2,299,932	26,097,134
Change in Fund Balance/Net Earnings	1,585	117,066	(1,490,000)	1,833,781	53,940	516,373
Beginning Fund Balance/Net Assets	5,720,077	2,929,738	34,767,042	5,898,625	261,399	49,576,881
Ending Fund Balance/Net Assets	5,721,662	3,046,804	33,277,042	7,732,406	315,339	50,093,253

City of Homer
2014 Operating Budget



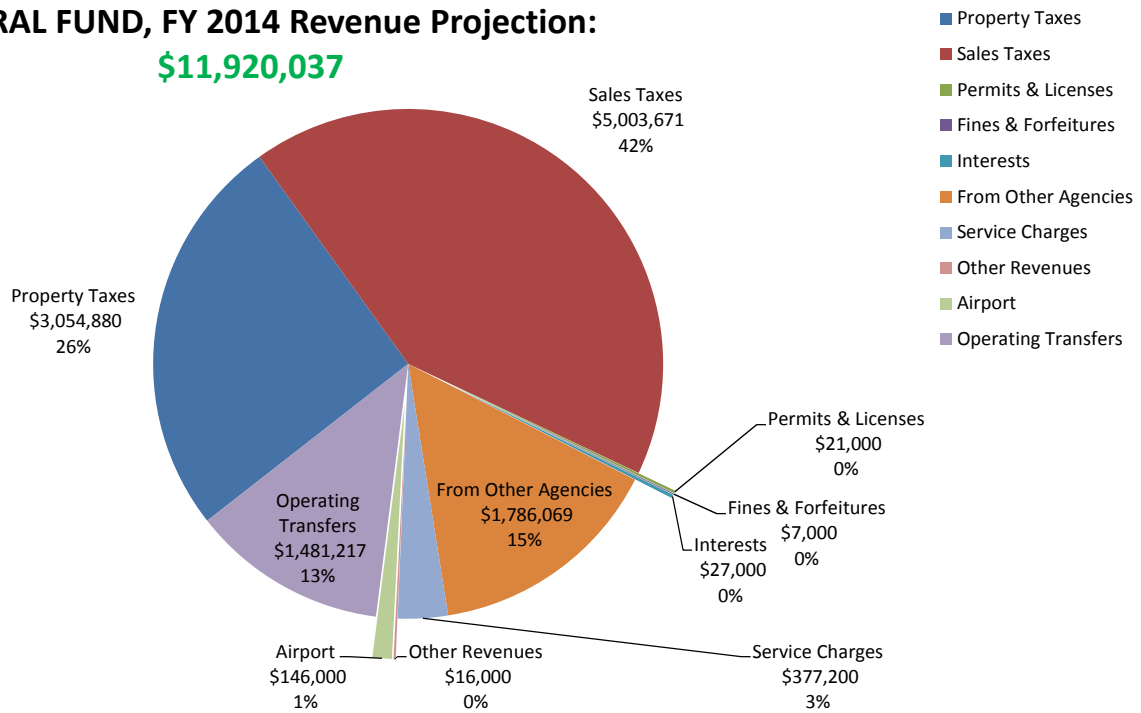
City of Homer
2014 Operating Budget



**City of Homer
2014 Operating Budget**

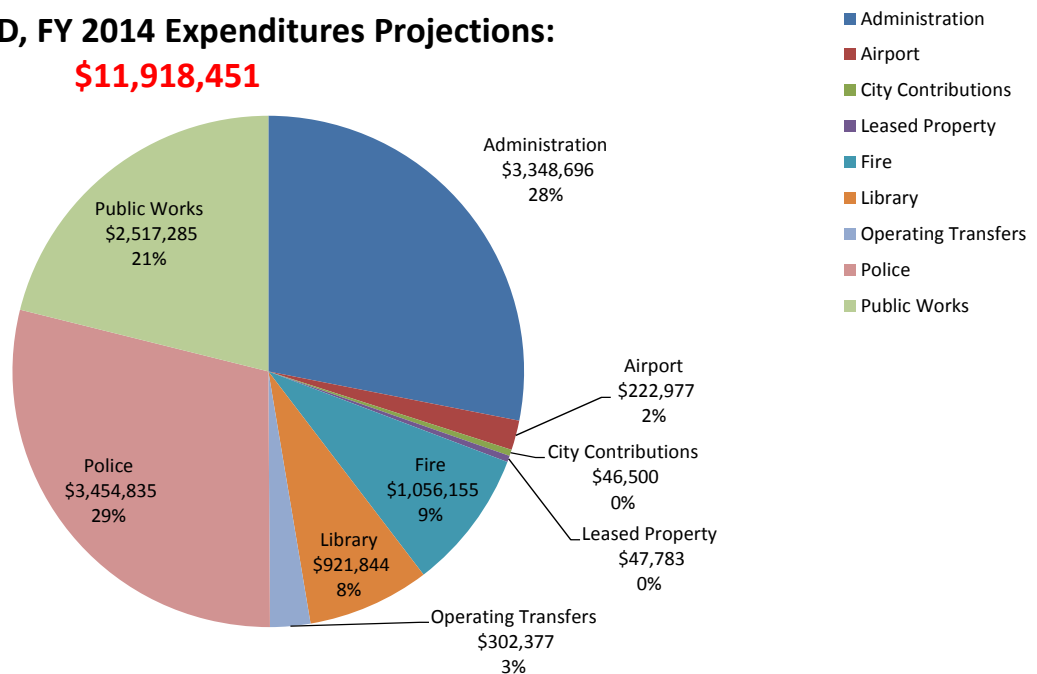
GENERAL FUND, FY 2014 Revenue Projection:

\$11,920,037



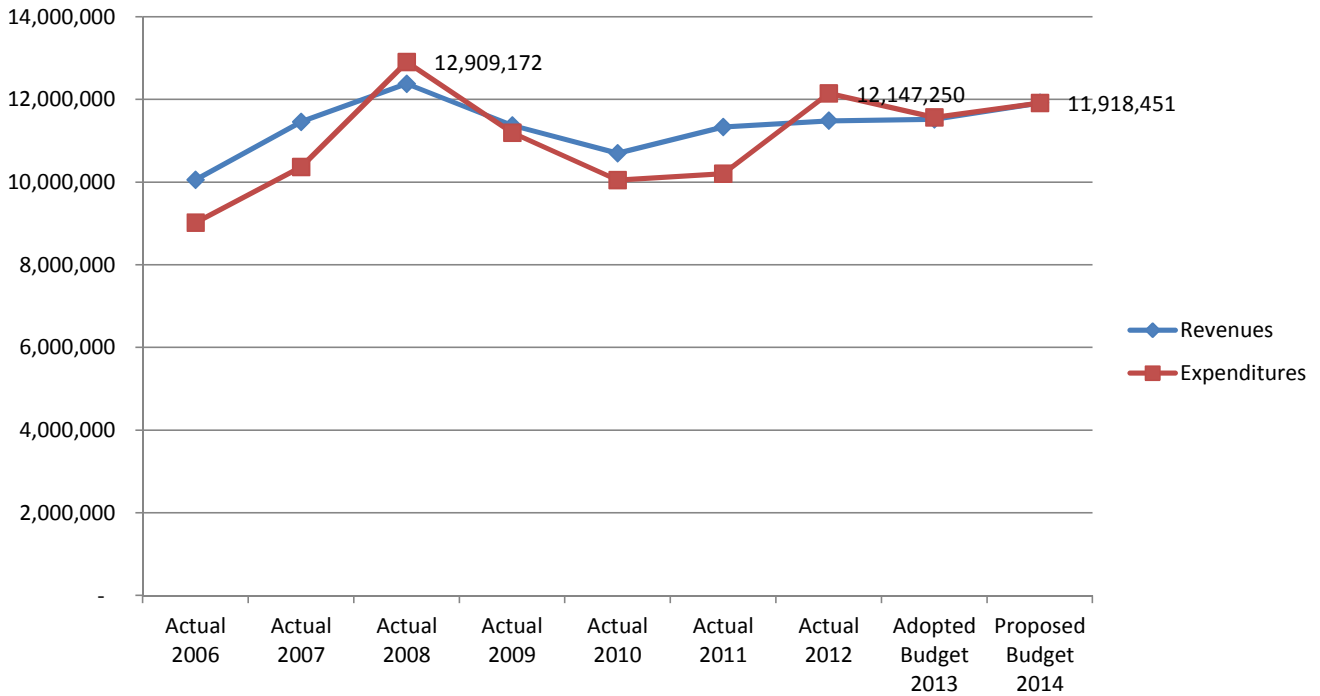
GENERAL FUND, FY 2014 Expenditures Projections:

\$11,918,451

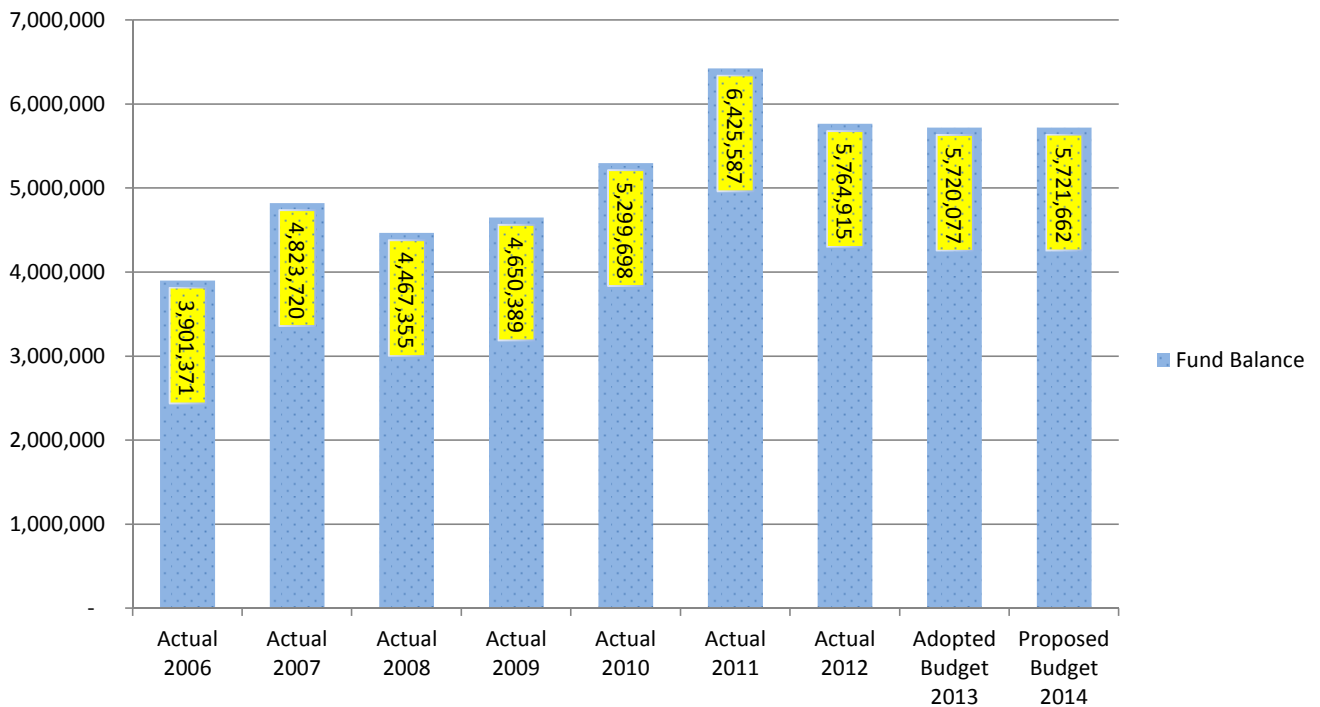


**City of Homer
2014 Operating Budget**

General Fund Revenues & Expenditures



General Fund Net Position/Fund Balance



City of Homer
2014 Operating Budget

FUND 100 GENERAL FUND COMBINED STATEMENT							
FUND BUDGET:							
	FY 2011 Actual	FY 2012 Actual	FY 2013 Adopted Budget	FY 2013 Amended Budget	FY 2014 Draft Budget	FY 2015 Projection	FY 2016 Projection
REVENUE:							
Property Taxes	2,922,280	3,009,577	3,032,069	3,032,069	3,054,880	3,115,977	3,178,297
Sales & Use Taxes	4,763,805	4,752,288	4,760,484	4,760,484	5,003,671	5,103,744	5,205,819
Permits & Licenses	25,040	22,248	24,900	24,900	21,000	21,420	21,848
Fines & Forfeitures	17,460	8,065	17,500	17,500	7,000	7,140	7,283
Use of Money & Property	31,680	27,159	25,000	25,000	27,000	27,540	28,091
Revenues from Other Agencies	1,629,064	1,687,880	1,624,297	1,624,297	1,786,069	1,821,790	1,858,226
Charges for Services	483,462	376,397	540,225	540,225	377,200	384,744	392,439
Other Revenue	32,722	42,226	15,000	15,000	16,000	16,320	16,646
Airport	168,569	170,609	164,885	164,885	146,000	148,920	151,898
Total General Fund Revenue	10,074,081	10,096,448	10,204,360	10,204,360	10,438,820	10,647,596	10,860,548
Total Transfer from other Funds	1,259,098	1,390,129	1,319,905	1,319,905	1,481,217	1,510,841	1,541,058
Total Revenues & Transfers	11,333,179	11,486,577	11,524,265	11,524,265	11,920,037	12,158,437	12,401,606
EXPENDITURES:							
Personnel	7,094,872	7,483,328	7,878,462	7,878,462	8,071,551	8,232,982	8,397,642
Operations & Maintenance	2,829,910	3,267,666	3,336,319	3,336,319	3,433,996	3,502,676	3,572,729
<i>Capital Outlay (Part of Oper Tran since FY 2011)</i>							
Debt Service	99,824	99,824	99,824	99,824	99,824	99,824	99,824
Total Operating Expenditures	10,024,606	10,850,818	11,314,605	11,314,605	11,605,371	11,835,482	12,070,195
Operating Surplus/Deficit before Transfers	1,308,573	635,759	209,660	209,660	314,666	322,955	331,411
Operating Transfers To:							
384 City Hall Depreciation Reserve	-	38,058	-	-		10,000	10,000
385 Parks & Recreation Res.	-	60,000	-	-		20,000	20,000
387 Planning Projects Reserve	-	31,472	-	-			
388 Airport Terminal Depreciation Reserve	-	45,000	-	-		15,000	15,000
390 Library Depreciation Reserve	-	45,000	-	-		15,000	15,000
393 Fire Depreciation Reserve	-	90,000	-	-		30,000	30,000
394 Police Depreciation Reserve	-	90,000	-	-		30,000	30,000
395 PW Depreciation Reserve	-	150,000	-	-		50,000	50,000
396 Leased Property Depreciation	-	20,000	-	-			
397 Fishing Hole	-	100,000	-	-			
Information Tech Reserve	-		10,000	10,000			
380-383 Fleet Allocation Reserve	-	249,019	82,140	82,140		82,140	82,140
367 Public Arts Reserve	-	8,000				5,000	5,000
369 Seawall Maintenance Reserve	10,000	70,000	10,000	10,000	10,000	10,000	10,000
Needs Details FY 12 Transfers		122,910					
174-732 Junk Cars							
Animal Control Debt	60,136	52,754					
Transfer to Water Hydrants	-	-	-	-	180,499	184,109	187,791
620 Revolving Energy Fund Repayment		10,867	10,703	10,703	10,703	10,703	10,703
360 Leave Cash Out Bank	112,547	113,352	141,655	141,655	111,878	111,878	111,878
Total Operating Transfers:	182,683	1,296,432	254,498	254,498	313,080	573,830	577,512
Total Expenditures & Operating Transfers	10,207,289	12,147,250	11,569,103	11,569,103	11,918,451	12,409,312	12,647,707
Total Deficit/Surplus	1,125,890	(660,673)	(44,838)	(44,838)	1,585	(250,875)	(246,101)
Beginning Fund Balance	5,299,698	6,425,587	5,764,915	5,764,915	5,720,077	5,721,662	5,470,787
Ending Fund Balance	6,425,587	5,764,915	5,720,077	5,720,077	5,721,662	5,470,787	5,224,686
Fund Balance Adjustment (PERS)							
Available Fund Balance	6,425,587	5,764,915	5,720,077	5,720,077	5,721,662	5,470,787	5,224,686

**CITY OF HOMER
2014 OPERATING BUDGET**

FUND 100

REVENUE DETAIL BY LINE ITEM

		FY 2011 Actual	FY 2012 Actual	FY 2013 Adopted Budget	FY 2013 Amended Budget	FY 2014 Draft Budget	Difference Between 2013 Amended & 2014 Draft Budget	
	REVENUE ACCOUNTS							
005	PROPERTY TAXES:							
4101	Real Property Taxes	2,680,082	2,750,837	2,781,069	2,781,069	2,808,880	27,811	1.00%
4102	Personal Property Taxes	154,422	164,506	155,000	155,000	161,000	6,000	3.87%
4103	Vehicle Property Taxes	50,118	46,560	60,000	60,000	50,000	(10,000)	-16.67%
4104	Prior Years Taxes	31,554	29,327	30,000	30,000	29,000	(1,000)	-3.33%
4105	Penalty & Interest Prop. Taxes	6,104	18,346	6,000	6,000	6,000	0	0.00%
4106	Boat Flat Tax	-	-	-	-	-	0	0.00%
	TOTAL PROPERTY TAXES	2,922,280	3,009,577	3,032,069	3,032,069	3,054,880	22,811	0.75%
010	SALES & USE TAXES:							
4201	Sales Tax	4,681,222	4,698,721	4,706,902	4,706,902	4,950,526	243,624	5.18%
4202	Public Utility Tax	59,183	27,672	28,582	28,582	28,000	(582)	-2.04%
4203	Liquor License	20,400	25,750	22,000	22,000	25,000	3,000	13.64%
4204	Gaming Permits	-	-	-	-	-	0	0.00%
4205	Sales Tax Commissions	3,000	145	3,000	3,000	145	(2,855)	-95.17%
	TOTAL SALES & USE TAXES:	4,763,805	4,752,288	4,760,484	4,760,484	5,003,671	243,187	5.11%
015	PERMITS & LICENSES:							
4301	Driveway Permits	1,975	1,035	1,400	1,400	1,000	(400)	-28.57%
4302	Sign Permits	250	1,400	700	700	1,000	300	42.86%
4303	Building Permits	17,200	11,400	15,000	15,000	12,000	(3,000)	-20.00%
4304	Peddler Permits	1,160	-	400	400	-	(400)	-100.00%
4305	Animal Licenses	-	-	300	300	-	(300)	-100.00%
4306	Develop. Permits	-	-	-	-	-	0	0.00%
4307	Wetland Permits	-	-	-	-	-	0	0.00%
4308	Zoning Fees	3,350	5,700	5,000	5,000	5,000	0	0.00%
4309	Right of Way Permits	430	1,600	300	300	1,000	700	233.33%
4314	Taxi/Chauffeurs/safety inspection	675	1,113	1,800	1,800	1,000	(800)	-44.44%
	TOTAL PERMITS & LICENSES	25,040	22,248	24,900	24,900	21,000	(3,900)	-15.66%
020	FINES & FORFEITURES:							
4401	Fines & Forfeitures	12,556	6,208	14,000	14,000	6,000	(8,000)	-57.14%
4402	Non-Moving Fines	4,904	1,857	3,500	3,500	1,000	(2,500)	-71.43%
	TOTAL FINES & FORFEITURES:	17,460	8,065	17,500	17,500	7,000	(10,500)	-60.00%
025	USE OF MONEY:							
4801	Interest on Investments	31,633	27,159	25,000	25,000	27,000	2,000	8.00%
4802	Penalties & Interest	46	-	-	-	-	0	0.00%
	TOTAL USE OF MONEY	31,680	27,159	25,000	25,000	27,000	2,000	8.00%
030	REVENUES-OTHER AGENCIES:							
4501	Alaska Shared Revenue	459,632	485,141	375,000	375,000	412,000	37,000	9.87%
4502	Safe Communities (Muni Assist.)	-	-	-	-	-	0	0.00%
4503	Prisoner Care Contract	562,385	497,503	637,218	637,218	753,410	116,192	18.23%
4504	Borough 911	49,920	51,360	49,920	49,920	51,000	1,080	2.16%
4505	Police Special Services	36,000	36,000	36,000	36,000	36,000	0	0.00%
4507	Library State Grant	6,500	6,500	6,500	6,500	6,500	0	0.00%
4508	Library State Grant (Senior Employment)	-	-	-	-	-	0	0.00%
4511	P/W Street Maint Cont DOT	34,000	34,000	34,000	34,000	34,000	0	0.00%
4512	Reimbursement For Expenses	40,000	-	-	-	-	0	0.00%
4513	Bureau of Justice Grant	-	-	-	-	-	0	0.00%
4514	Other Grants	8,500	13,500	5,500	5,500	13,000	7,500	136.36%
4527	PERS Revenue	432,061	563,877	480,159	480,159	480,159	0	100.00%
4909	Restitution	65	-	-	-	-	0	0.00%
	TOTAL REVENUES-OTHER AGENCIES	1,629,064	1,687,880	1,624,297	1,624,297	1,786,069	161,772	9.96%
035	CHARGES FOR SERVICES:							
4311	Library Cards	(90)	-	-	-	-	0	0.00%
4315	Project Administration Fee	10	201	-	-	-	0	0.00%
4316	LID Application Fee	200	400	100	100	-	(100)	-100.00%
4317	Billing Fee	960	990	1,000	1,000	1,000	0	0.00%

**CITY OF HOMER
2014 OPERATING BUDGET**

FUND 100

REVENUE DETAIL BY LINE ITEM

		FY 2011 Actual	FY 2012 Actual	FY 2013 Adopted Budget	FY 2013 Amended Budget	FY 2014 Draft Budget	Difference Between 2013 Amended & 2014 Draft Budget	
	REVENUE ACCOUNTS							
4516	Public Works Eq & Services	9,427	2,106	6,000	6,000	2,000	(4,000)	-66.67%
4599	Pioneer Beautification	820	480	800	800	-	(800)	-100.00%
4601	Ambulance Fees	117,169	99,508	225,000	225,000	110,000	(115,000)	-51.11%
4602	Fire Contracts (KESA)	-	2,772	-	-	-	0	0.00%
4603	Fire Contracts (Kachemak City)	101,237	69,376	65,000	65,000	69,000	4,000	6.15%
4604	EMS Class Fees	1,175	-	-	-	-	0	0.00%
4606	Wildland Fires	-	-	-	-	-	0	0.00%
4607	Other Services							
4607	Other- Services City Hall	543		200	200		(200)	-100.00%
4607	Other-Police Services	50		200	200		(200)	-100.00%
4607	Other-Fire Services	1,230		325	325		(325)	-100.00%
4607	Other-Library Services	26,522	24,105	27,000	27,000	24,000	(3,000)	-11.11%
4607	Other-Public Works	-		1,000	1,000	-	(1,000)	-100.00%
4608	City Campground Fees	19,390	16,580	18,000	18,000	17,000	(1,000)	-5.56%
4609	Animal Care Fees	6,709	6,534	9,200	9,200	6,500	(2,700)	-29.35%
4610	Sale of Plans & Spec	575	-	500	500	-	(500)	-100.00%
4611	City Clerk Fees	1,161	959	600	600	900	300	50.00%
4612	Publication Fees-Planning	-	-	-	-	-	0	0.00%
4613	Cemetery Plots	4,600	1,800	1,800	1,800	1,800	0	0.00%
4614	Community Schools Class Fees	29,557	26,505	30,000	30,000	26,000	(4,000)	-13.33%
4650	Rent & Leases-Spit Property	300	3,000	-	-	-	0	0.00%
4654	Spit Camping Fees	126,197	112,491	142,000	142,000	112,000	(30,000)	-21.13%
4660	C.S. Advertising Revenue	2,210	1,840	2,500	2,500	1,000	(1,500)	-60.00%
4902	Other Revenue	0	-	-	-	-	0	0.00%
4905	Donations/Gifts	-	-	-	-	-	0	0.00%
4907	Old School Lease Fees	33,510	6,750	9,000	9,000	6,000	(3,000)	-33.33%
	TOTAL CHARGES FOR SERVICES	483,462	376,397	540,225	540,225	377,200	(163,025)	-30.18%
040	OTHER REVENUE:							
4901	Sale of Property-City Wide	-	25,295	-	-	-	0	0.00%
4902	Other Revenue	32,716	16,931	15,000	15,000	16,000	1,000	6.67%
4903	Planning Trust	-	-	-	-	-	0	0.00%
4905	Donations/Gifts	-	-	-	-	-	0	0.00%
4906	Proceeds-Law Suits	6	-	-	-	-	0	0.00%
	TOTAL OTHER REVENUE	32,722	42,226	15,000	15,000	16,000	1,000	6.67%
045	AIRPORT TERMINAL REVENUES:							
4655	Air Carrier Leases	89,657	92,353	92,000	92,000	71,000	(21,000)	-22.83%
4656	Concessions	2,150	1,150	2,000	2,000	1,000	(1,000)	-50.00%
4657	Car Rental Commissions	37,557	39,691	35,000	35,000	39,000	4,000	11.43%
4658	Parking Fees	38,681	37,416	35,000	35,000	35,000	0	0.00%
4659	Vending Machines Fees	-	-	360	360	-	(360)	-100.00%
4660	Advertisement	525		525	525	-	(525)	-100.00%
	TOTAL AIRPORT	168,569	170,609	164,885	164,885	146,000	(18,885)	-11.45%
	TOTAL GENERAL FUND OPR. REV.	10,074,081	10,096,448	10,204,360	10,204,360	10,438,820	234,460	2.30%
099	OPERATING TRANSFERS							
4981	G/F Admin Services from Water	200,968	226,432	241,203	241,203	330,439	89,235	37.00%
4982	G/F Admin Services from Sewer	279,013	310,086	319,102	319,102	341,916	22,813	7.15%
4983	G/F Admin Services from P & H	369,068	393,483	532,436	532,436	600,541	68,106	12.79%
4984	G/F Admin Services from HART	157,697	161,590	84,152	84,152	103,285	19,133	22.74%
4985	G/F Admin Services From HAWSP	252,352	277,595	143,012	143,012	105,036	(37,976)	-26.55%
4987			17,954					
4986	Other Financing Source	-	-	-	-	-	0	0.00%
4990	Transfers (Operating		2,989					
4992	Transfers (Operating	-	-	-	-	-	0	0.00%
	TOTAL OPERATING TRANSFERS	1,259,098	1,390,129	1,319,905	1,319,905	1,481,217	161,312	12.22%
	GRAND TOTAL GENERAL FUND REVENUES	11,333,179	11,486,577	11,524,265	11,524,265	11,920,037	395,771	3.43%

**CITY OF HOMER
2014 OPERATING BUDGET**

**FUND 100
EXPENDITURE SUMMARY BY LINE ITEM**

		FY 2011 Actual	FY 2012 Actual	FY 2013 Adopted Budget	FY 2013 Amended Budget	FY 2014 Draft Budget	Difference Between 2013 Amended & 2014 Draft Budget	
<u>Salaries and Benefits</u>								
5101	Regular Employees	3,868,043	3,860,312	4,183,430	4,183,430	4,300,932	117,503	2.81%
5102	Fringe Benefits	2,667,992	2,918,009	2,651,586	2,651,586	2,629,932	(21,655)	-0.82%
5102-p	Fringe Benefit - PERS relief	-	-	480,159	480,159	480,159	0	0.00%
5103	P/T Employees	282,139	303,675	235,586	235,586	306,704	71,119	30.19%
5104	Fringe Benefits P/T	54,835	54,472	81,389	81,389	90,478	9,089	11.17%
5105	Overtime	213,057	330,797	236,019	236,019	251,846	15,828	6.71%
5106-x	Leave Cash Out	-	-	-	-	-	0	0.00%
5107	Part Time Overtime	8,807	16,063	10,295	10,295	11,500	1,205	11.71%
<u>Total Salaries and Benefits</u>		<u>7,094,872</u>	<u>7,483,328</u>	<u>7,878,462</u>	<u>7,878,462</u>	<u>8,071,551</u>	<u>193,089</u>	<u>2.45%</u>
<u>Maintenance and Operations</u>								
5201	Office Supplies	35,478	43,432	52,935	52,935	53,930	995	1.88%
5202	Operating Supplies	176,496	162,987	207,770	207,770	216,920	9,150	4.40%
5203	Fuel/Lube	340,770	374,049	361,432	361,432	298,496	(62,936)	-17.41%
5204	Chemicals	71,253	78,210	79,000	79,000	79,000	0	0.00%
5205	Ammunition	9,664	13,762	12,000	12,000	15,000	3,000	25.00%
5206	Food/Staples	36,503	32,467	30,750	30,750	32,250	1,500	4.88%
5207	Vehicle/Boat Maintenance	171,505	168,255	158,500	158,500	159,500	1,000	0.63%
5208	Equipment Maintenance	23,804	20,448	44,707	44,707	43,408	(1,299)	-2.91%
5209	Building & Grounds Maintenance	50,593	69,148	67,975	67,975	71,100	3,125	4.60%
5210	Professional & Special Services	559,255	887,253	621,800	621,800	730,965	109,165	17.56%
5211	Accounting/Audit	41,262	40,424	46,568	46,568	46,335	(233)	-0.50%
5212	Wellness Program	-	6,895	30,000	30,000	20,000	(10,000)	100.00%
5213	Survey/Appraisal	305	3,555	4,500	4,500	4,000	(500)	-11.11%
5214	Rent & Leases	80,122	100,986	112,803	112,803	109,000	(3,803)	-3.37%
5215	Communications	130,709	126,919	130,950	130,950	136,690	5,740	4.38%
5216	Postage/Freight	20,864	21,731	28,750	28,750	25,500	(3,250)	-11.30%
5217	Electricity	216,832	198,403	218,488	218,488	218,043	(445)	-0.20%
5218	Water	41,272	36,054	40,204	40,204	48,833	8,629	21.46%
5219	Sewer	41,958	35,146	38,014	38,014	44,577	6,563	17.26%
5220	Refuse/Disposal	4,273	4,459	34,400	34,400	12,650	(21,750)	-63.23%
5221	Property Insurance	15,801	16,640	18,928	18,928	20,114	1,186	6.27%
5222	Auto Insurance	42,130	37,854	43,800	43,800	42,921	(879)	-2.01%
5223	Liability Insurance	186,950	177,093	173,002	173,002	164,875	(8,127)	-4.70%
5224	Fidelity Bond Insurance	450	450	470	470	450	(20)	-4.26%
5225	Self Insurance Rent	-	-	-	-	-	0	0.00%
5227	Advertising	18,262	17,447	30,200	30,200	36,850	6,650	22.02%
5228	Books	27,522	31,196	40,600	40,600	50,200	9,600	23.65%
5229	Periodicals	10,573	11,527	12,494	12,494	12,494	0	0.00%
5230	Audio/Visual Materials	6,218	7,202	16,420	16,420	16,420	0	0.00%
5231	Tools/Equipment	93,976	69,163	98,950	98,950	96,250	(2,700)	-2.73%
5233	Computer/Related items	14,293	32,839	30,500	30,500	31,490	990	3.25%
p111	Phones	-	-	-	-	8,000	8,000	0.00%
n111	Networking	-	-	-	-	5,000	5,000	0.00%
s111	Software	-	-	-	-	30,000	30,000	0.00%
s222	Servers/Storage	-	-	-	-	37,500	37,500	0.00%
5234	Recording/Permit Fees	266	133	1,000	1,000	1,000	0	0.00%
5235	Memberships/Dues	14,110	16,815	19,525	19,525	19,400	(125)	-0.64%
5236	Transportation	16,795	23,271	37,050	37,050	42,450	5,400	14.57%
5237	Subsistence	4,402	5,449	19,318	19,318	18,618	(700)	-3.62%
5238	Printing/Binding	4,886	5,238	11,500	11,500	11,450	(50)	-0.43%
5242	Janitorial	-	7	675	675	675	0	0.00%
5243	Courier	-	-	-	-	-	0	0.00%
5244	Snow Removal	14,363	19,412	22,500	22,500	23,000	500	2.22%
5248	Lobbying	20,778	20,125	22,000	22,000	22,000	0	0.00%
5251	Pioneer Ave. Beautification	614	672	650	650	750	100	15.38%

**CITY OF HOMER
2014 OPERATING BUDGET**

**FUND 100
EXPENDITURE SUMMARY BY LINE ITEM**

		FY 2011 Actual	FY 2012 Actual	FY 2013 Adopted Budget	FY 2013 Amended Budget	FY 2014 Draft Budget	Difference Between 2013 Amended & 2014 Draft Budget	
5252	Credit Card Expenses	309	364	186	186	372	186	100.00%
5254	Cash Over/Short	33	(0)	50	50	50	0	0.00%
5259	Amount to Be Reimbursed	-	-	-	-	-	0	0.00%
5280	Volunteer Incentive Program	18,860	35,775	39,500	39,500	39,500	0	0.00%
5282	City Hall Maintenance	2,672	1,502	8,000	8,000	8,000	0	0.00%
5283	Library Maintenance	15,724	11,956	15,000	15,000	15,000	0	0.00%
5284	Police Dept Maintenance	727	2,374	5,000	5,000	5,000	0	0.00%
5285	Fire Dept Maintenance	1,777	869	2,700	2,700	2,700	0	0.00%
5286	Old School Maintenance	3,817	7,108	8,500	8,500	2,500	(6,000)	-70.59%
5287	Animal Shelter Maintenance	144	670	3,000	3,000	3,000	0	0.00%
5292	City Hall Motor Pool Maint.	40	948	500	500	500	0	0.00%
5293	Police Dept Motor Pool Maint.	15,711	12,233	20,000	20,000	21,000	1,000	5.00%
5294	Fire Dept Motor Pool Maint.	12,161	7,841	15,000	15,000	15,500	500	3.33%
5295	Global Warming	-	-	-	-	-	0	0.00%
5296	Recycling	-	-	-	-	-	0	0.00%
5601	Uniform/Clothing Allowance	28,299	28,440	34,300	34,300	35,300	1,000	2.92%
5602	Safety Equipment	14,032	28,172	39,900	39,900	33,850	(6,050)	-15.16%
5603	Employee Training	65,317	83,498	106,155	106,155	116,720	10,565	9.95%
5604	Public Education	1,807	1,972	2,500	2,500	2,500	0	0.00%
5605	Sister Cities	-	-	-	-	-	0	0.00%
5606	Bad Dept Expense	-	-	-	-	-	0	0.00%
5610		-	-	-	-	-	0	0.00%
5611	ADA Compliance	-	-	3,000	3,000	3,000	0	100.00%
5614	Car Allowance	3,344	4,504	4,050	4,050	2,550	(1,500)	-37.04%
5616	Statehood Anniversary	-	-	-	-	-	0	0.00%
5621	Unidentified Credit Card Amount	-	391	-	-	-	0	0.00%
5624	Settlements	-	-	-	-	-	0	0.00%
5625	Impound Costs	1,980	800	2,500	2,500	2,500	0	0.00%
5626	Laundry Services for Prisoners	-	-	5,500	5,500	5,500	0	0.00%
5630	Haven House	12,350	12,350	12,350	12,350	12,350	0	0.00%
5801	Pratt Museum	66,500	78,439	66,500	66,500	46,500	(20,000)	-30.08%
5804	Homer Chamber of Commerce	-	-	-	-	-	0	0.00%
5812	Community Schools	-	-	-	-	-	0	0.00%
5813	North Pacific Fisheries	-	-	-	-	-	0	0.00%
5814	Homer Hockey Assoc.	-	10,567	-	-	-	0	0.00%
5815	Parks & Rec Board	-	526	2,000	2,000	2,000	0	0.00%
5823	Fish Stocking	-	250	-	-	-	0	0.00%
5830	Homer Foundation	19,000	19,000	19,000	19,000	-	(19,000)	
Total Maintenance and Operations		2,829,910	3,267,666	3,336,319	3,336,319	3,433,996	97,677	2.93%
Capital Outlay, Transfers and Rese								
5903	C/O Buildings	-	57,064	-	-	-	0	0.00%
5106	Leave Cash Out	112,547	113,352	141,655	141,655	111,878	(29,777)	-21.02%
5901	Capital Purchases	-	707	-	-	-	0	0.00%
5990	Transfers to Reserves	10,000	1,072,555	82,140	82,140	-	(82,140)	-100.00%
5990-2	Transfers to	60,136	52,754	10,703	10,703	10,703	(0)	0.00%
5990-3	Transfers to	-	-	10,000	10,000	10,000	0	0.00%
5990-4	Transfer to Water Hydrants	-	-	-	-	180,499	180,499	0.00%
Total Capital Outlay, Transfers & Reserves		182,683	1,296,432	244,498	244,498	313,080	(111,917)	-45.77%
Debt Payment								
5607	Debt Repayment	39,835	41,643	43,361	41,478	41,478	0	0.00%
5608	Debt Payment Interest	59,989	58,181	56,463	58,346	58,346	0	0.00%
Total Debt Payment		99,824	99,824	99,824	99,824	99,824	0	0.00%
Total		10,207,289	12,147,250	11,559,103	11,559,103	11,918,451	359,348	3.11%

**CITY OF HOMER
2014 OPERATING BUDGET**

FUND 100								
0112 ECONOMIC DEVELOPMENT								
		FY 2011 Actual	FY 2012 Actual	FY 2013 Adopted Budget	FY 2013 Amended Budget	FY 2014 Preliminary Budget	Difference Between 2013 Amended & 2014 Preliminary Budget	
<u>Salaries and Benefits</u>								
5101	Regular Employees	40,571	50,617	69,192	69,192	73,445	4,253	6.15%
5102	Fringe Benefits	25,034	28,008	39,625	39,625	40,999	1,373	3.47%
5102-p	Fringe Benefit - PERS relief			7,950	7,950	7,950	0	0.00%
5105	Overtime	141		-	-		0	0.00%
<u>Total Salaries and Benefits</u>		<u>65,747</u>	<u>78,625</u>	<u>116,767</u>	<u>116,767</u>	<u>122,393</u>	<u>5,626</u>	<u>4.82%</u>
<u>Maintenance and Operations</u>								
5201	Office Supplies	-	160	530	530	530	0	0.00%
5206	Food/Staples	-		-	-		0	0.00%
5210	Professional & Special Services	21,375	21,595	41,375	41,375	51,375	10,000	24.17%
5214	Rents & Leases Expense	-		-	-	-	0	0.00%
5215	Communications	-		-	-	160	160	0.00%
5216	Postage/Freight	-	76	-	-	-	0	0.00%
5227	Advertising	250	300	250	250	250	0	0.00%
5229	Periodicals	-		-	-		0	0.00%
5235	Memberships/Dues	-		1,000	1,000	-	(1,000)	-100.00%
5236	Transportation	-	1,142	4,000	4,000	4,000	0	0.00%
5237	Subsistence	-	212	1,500	1,500	1,500	0	0.00%
5603	Employee Training	-		1,120	1,120	1,120	0	0.00%
5233	Computers and Related Items					840	840	
5823	Fish Stocking	-	250	-	-	-	-	0.00%
<u>Total Maintenance and Operations</u>		<u>21,625</u>	<u>23,735</u>	<u>49,775</u>	<u>49,775</u>	<u>59,775</u>	<u>10,000</u>	<u>(1)</u>
								0.00%
<u>Total</u>		<u>87,372</u>	<u>102,360</u>	<u>166,542</u>	<u>166,542</u>	<u>182,168</u>	<u>15,626</u>	<u>0</u>
Staffing History		0.80	1.00	1.00	1.00	1.00		

FY 2014:

5210: Council Action - An additional \$10,000 is allocated to Homer Chamber of Commerce

5215: Communications: I propose an increase of \$160 for this item (currently 0). The \$160 would be spent on stock photos for use in City of Homer publications and the website. This ensures we are not pirating any images.

5233: Adobe Creative Suite - subscription for this software \$70/ per month

5235: from \$1000 to \$0.

**CITY OF HOMER
2014 OPERATING BUDGET**

FUND 100								
0350 CITY CONTRIBUTIONS								
		FY 2011 Actual	FY 2012 Actual	FY 2013 Adopted Budget	FY 2013 Amended Budget	FY 2014 Preliminary Budget	Difference Between 2013 Amended & 2014 Preliminary Budget	
Maintenance and Operations								
5801	Museum	66,500	78,439	66,500	66,500	46,500	(20,000)	-30.08%
5804	Homer Chamber of Commerce	-	-	-	-	-	0	0.00%
5813	North Pacific Fisheries	-	-	-	-	-	0	0.00%
5814	Homer Hockey/Foundation	-	10,567	-	-	-	0	0.00%
5830	Homer Foundation	19,000	19,000	19,000	19,000	-	(19,000)	-100.00%
Total Maint. & Operations		85,500	108,006	85,500	85,500	46,500	(39,000)	(0)
Total								
		85,500	108,006	85,500	85,500	46,500	(39,000)	(0)

This budget includes contributions to Non-Profit organizations. Each year the City receives requests from many non-profit organizations. The City Council has an account with the Homer Foundation to administer gifts to the Non-Profits.

**CITY OF HOMER
2014 OPERATING BUDGET**

**CONSOLIDATED FIRE INCLUDES: FIRE ADMINISTRATION, FIRE SERVICES AND EMERGENCY MED. SERVICES
COST CENTERS - 150, 151, 152**

		FY 2011 Actual	FY 2012 Actual	FY 2013 Adopted Budget	FY 2013 Amended Budget	FY 2014 Preliminary Budget	Difference Between 2013 Amended & 2014 Preliminary Budget	
<u>Salaries and Benefits</u>								
5101	Regular Employees	368,220	377,192	365,338	365,338	384,516	19,179	5.25%
5102	Fringe Benefits	284,321	305,927	234,031	234,031	231,633	(2,398)	-1.02%
5102-p	Fringe Benefit - PERS relief	-	-	41,977	41,977	41,977		
5103	P/T Employees	-	-	-	-	45,963	45,963	0.00%
5104	Fringe Benefits P/T	-	-	-	-	7,998	7,998	0.00%
5105	Overtime	14,439	18,882	34,038	34,038	34,901	863	2.54%
5107	P/T Overtime	-	-	-	-	-	0	0.00%
<u>Total Salaries and Benefits</u>		<u>666,979</u>	<u>702,001</u>	<u>675,384</u>	<u>675,384</u>	<u>746,988</u>	<u>71,604</u>	<u>10.60%</u>
<u>Maintenance and Operations</u>								
5201	Office Supplies	2,790	2,056	3,500	3,500	3,500	0	0.00%
5202	Operating Supplies	22,130	26,078	31,500	31,500	32,000	500	1.59%
5203	Fuel/Lube	8,590	7,552	12,000	12,000	10,000	(2,000)	-16.67%
5206	Food/Staples	4,945	4,522	5,000	5,000	5,000	0	0.00%
5207	Vehicle/Boat Maintenance	438	4,202	5,000	5,000	5,000	0	0.00%
5208	Equipment Maintenance	3,163	2,349	4,000	4,000	7,500	3,500	87.50%
5209	Building & Grounds Maint.	2,972	4,077	5,000	5,000	5,000	0	0.00%
5210	Professional & Special Services	25,788	35,776	42,500	42,500	43,000	500	1.18%
5214	Rent & Leases	4,750	10,580	6,000	6,000	7,000	1,000	16.67%
5215	Communications	9,045	11,391	10,000	10,000	12,000	2,000	20.00%
5216	Postage/Freight	831	1,514	1,200	1,200	1,500	300	25.00%
5217	Electricity	18,891	19,218	22,000	22,000	21,000	(1,000)	-4.55%
5218	Water	1,930	1,736	2,000	2,000	2,000	0	0.00%
5219	Sewer	2,048	1,833	2,000	2,000	2,000	0	0.00%
5220	Refuse/Disposal	792	1,060	2,000	2,000	1,750	(250)	-12.50%
5221	Property Insurance	1,400	1,550	1,786	1,786	1,834	48	2.71%
5222	Auto Insurance	16,690	16,688	17,356	17,356	16,353	(1,003)	-5.78%
5223	Liability Insurance	7,312	6,786	7,015	7,015	5,535	(1,480)	-21.10%
5227	Advertising	378	426	1,000	1,000	1,000	0	0.00%
5231	Tools/Equipment	29,221	6,733	21,000	21,000	20,000	(1,000)	-4.76%
5235	Memberships/Dues	1,802	1,941	3,200	3,200	2,650	(550)	-17.19%
5236	Transportation	86	997	3,500	3,500	3,500	0	0.00%
5237	Subsistence	475	245	4,000	4,000	3,500	(500)	-12.50%
5252	Credit Card Expense	45	39	25	25	45	20	80.00%
5280	Volunteer Incentive Program	18,860	31,488	35,000	35,000	35,000	0	0.00%
5601	Uniforms	1,311	492	4,500	4,500	4,500	0	0.00%
5602	Safety Equipment	8,244	22,940	30,000	30,000	25,000	(5,000)	-16.67%
5603	Employee Training	28,643	27,534	32,000	32,000	30,000	(2,000)	-6.25%
5604	Public Education	1,807	1,972	2,000	2,000	2,000	0	0.00%
5621	Unidentified Credit Card Amounts	-	-	-	-	-	0	0.00%
<u>Total Maintenance and Operations</u>		<u>225,376</u>	<u>253,775</u>	<u>316,082</u>	<u>316,082</u>	<u>309,167</u>	<u>(6,915)</u>	<u>-2.19%</u>
5990	Transfers to Reserves	-	45,000	15,000	15,000	-	(15,000)	-100.00%
<u>Total Capital Outlay, Transfers and Re</u>		<u>-</u>	<u>45,000</u>	<u>15,000</u>	<u>15,000</u>	<u>-</u>	<u>(15,000)</u>	<u>-100.00%</u>
<u>Debt Payment</u>								
5607	Debt Payment	-	-	-	-	-	0	0.00%
5608	Debt Payment Interest	-	-	-	-	-	0	0.00%
<u>Total Debt Payment</u>		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0</u>	<u>0.00%</u>
<u>Total</u>		<u>892,356</u>	<u>1,000,776</u>	<u>1,006,465</u>	<u>1,006,465</u>	<u>1,056,155</u>	<u>49,690</u>	<u>4.94%</u>

Notes:

Two Part-time EMT positions are added per Council Amendment

**CITY OF HOMER
2014 OPERATING BUDGET**

FUND 100

152 EMERGENCY MEDICAL SERVICES

		FY 2011 Actual	FY 2012 Actual	FY 2013 Adopted Budget	FY 2013 Amended Budget	FY 2014 Preliminary Budget	Difference Between 2013 Amended & 2014 Preliminary Budget	
<u>Salaries and Benefits</u>								
5101	Regular Employees	118,627	123,007	116,806	116,806	125,199	8,393	7.19%
5102	Fringe Benefits	103,114	104,308	78,249	78,249	76,716	(1,533)	-1.96%
5102-p	Fringe Benefits - PERS Relief	-	-	13,421	13,421	13,421	0	0.00%
5103	P/T Employees	-	-	-	-	45,963	45,963	0.00%
5104	Fringe Benefits P/T	-	-	-	-	7,998	7,998	0.00%
5105	Overtime	4,461	4,604	15,317	15,317	10,930	(4,387)	-28.64%
5107	P/T Overtime	-	-	-	-	-	0	0.00%
<u>Total Salaries and Benefits</u>		<u>226,203</u>	<u>231,920</u>	<u>223,793</u>	<u>223,793</u>	<u>280,227</u>	<u>56,434</u>	<u>25.22%</u>
<u>Maintenance and Operations</u>								
5201	Office Supplies	-	-	-	-	-	0	0.00%
5202	Operating Supplies	12,469	13,626	16,000	16,000	16,000	0	0.00%
5210	Professional & Special Services	9,252	5,763	10,000	10,000	8,000	(2,000)	-20.00%
5231	Tools/Equipment	6,238	1,153	5,000	5,000	4,000	(1,000)	-20.00%
5235	Memberships/Dues	25	25	200	200	150	(50)	-25.00%
5601	Uniform/Clothing Allowance	188	-	1,500	1,500	1,500	0	0.00%
5602	Safety Equipment	3,160	6,962	10,000	10,000	7,500	(2,500)	-25.00%
5603	Employee Training	15,044	15,463	15,000	15,000	15,000	0	0.00%
5604	Public Education	-	201	500	500	500	0	0.00%
<u>Total Maint. and Operations</u>		<u>46,376</u>	<u>43,192</u>	<u>58,200</u>	<u>58,200</u>	<u>52,650</u>	<u>(5,550)</u>	<u>-9.54%</u>
<u>Total</u>		<u>272,578</u>	<u>275,112</u>	<u>281,993</u>	<u>281,993</u>	<u>332,877</u>	<u>50,884</u>	<u>18.04%</u>

Notes:

Two Part-time EMT positions are added per Council Amendment

**CITY OF HOMER
2014 OPERATING BUDGET**

FUND 100								
POLICE ADMINISTRATION, DISPATCH, INVESTIGATION, PATROL, JAIL & ANIMAL CONTROL								
		FY 2011	FY 2012	FY 2013	FY 2013	FY 2014	Difference Between 2013	
		Actual	Actual	Adopted	Amended	Preliminary	Amended & 2014	
				Budget	Budget	Budget	Preliminary Budget	
<u>Salaries and Benefits</u>								
5101	Regular Employees	1,308,955	1,295,849	1,470,960	1,470,960	1,499,073	28,114	1.91%
5102	Fringe Benefits	905,202	984,977	941,444	941,444	905,194	(36,250)	-3.85%
5102-p	Fringe Benefit - PERS relief			169,013	169,013	169,013		
5103	P/T Employees	89,630	90,129	33,217	33,217	34,537	1,321	3.98%
5104	Fringe Benefits P/T	14,164	10,735	5,669	5,669	3,961	(1,707)	-30.12%
5105	Overtime	141,145	230,199	143,557	143,557	159,500	15,943	11.11%
5106	Leave Cash Out	0	0	0	0	0	0	0.00%
5107	Part Time OT	5,877	11,568	7,295	7,295	7,000	(295)	-4.04%
	Total Salaries and Benefits	2,464,972	2,623,457	2,771,152	2,771,152	2,778,279	7,126	0.26%
<u>Maintenance and Operations</u>								
5201	Office Supplies	5,111	7,172	11,000	11,000	11,000	0	0.00%
5202	Operating Supplies	22,124	17,834	21,350	21,350	21,350	0	0.00%
5203	Fuel/Lube	66,076	71,529	73,200	73,200	55,200	(18,000)	-24.59%
5205	Ammunition	9,664	13,762	12,000	12,000	15,000	3,000	25.00%
5206	Food/Staples	26,745	23,823	20,500	20,500	22,000	1,500	7.32%
5207	Vehicle/Boat Maintenance	3,473	2,731	3,500	3,500	4,500	1,000	28.57%
5208	Equipment Maintenance	7,455	2,484	13,200	13,200	9,500	(3,700)	-28.03%
5209	Building & Grounds Maint.	9,962	11,832	13,500	13,500	13,500	0	0.00%
5210	Professional & Special Services	148,855	150,854	150,050	150,050	164,240	14,190	9.46%
5626	JAIL LAUNDRY	0	0	5,500	5,500	5,500	0	100.00%
5214	Rents & Leases	6,894	12,850	10,800	10,800	13,000	2,200	20.37%
5215	Communications	44,466	35,701	37,200	37,200	37,200	0	0.00%
5216	Postage/Frt	2,396	3,372	3,900	3,900	3,900	0	0.00%
5217	Electricity	33,316	34,013	37,257	37,257	36,257	(1,000)	-2.68%
5218	Water	3,646	3,370	4,733	4,733	4,733	0	0.00%
5219	Sewer	3,857	3,186	5,897	5,897	5,897	0	0.00%
5220	Refuse/Disposal	1,179	1,179	2,800	2,800	2,000	(800)	-28.57%
5221	Property Insurance	1,743	1,903	2,168	2,168	2,168	(0)	-0.01%
5222	Auto Insurance	13,130	13,430	14,094	14,094	14,094	0	0.00%
5223	Liability Insurance	123,332	117,996	112,517	112,517	112,517	0	0.00%
5227	Advertising	1,772	2,521	2,500	2,500	3,000	500	20.00%
5231	Tools/Equipment	17,472	26,860	28,500	28,500	28,500	0	0.00%
5235	Memberships/Dues	868	595	1,250	1,250	1,250	0	0.00%
5236	Transportation	2,099	1,212	3,900	3,900	3,900	0	0.00%
5237	Subsistence	742	559	1,800	1,800	1,800	0	0.00%
5242	Janitorial	0	0	600	600	600	0	0.00%
5244	Snow Removal	3,132	3,202	5,000	5,000	5,000	0	0.00%
5252	Credit Card	46	36	50	50	50	0	0.00%
5254	Over/Short	24	0	50	50	50	0	0.00%
5601	Clothing/Uniforms	20,730	21,496	24,500	24,500	25,000	500	2.04%
5603	Employee Training	30,041	36,767	38,000	38,000	39,000	1,000	2.63%
5630	Haven House	12,350	12,350	12,350	12,350	12,350	0	100.00%
5625	Impound Costs	1,980	800	2,500	2,500	2,500	0	100.00%
	Total Maintenance and Operations	624,680	635,420	676,166	676,166	676,556	390	0.06%
<u>Capital Outlay, Transfers and Reserves</u>								
5903	C/O Building & Improvements	0	0	0	0	0	0	0.00%
5990	Transfers	0	45,142	15,000	15,000	0	(15,000)	-100.00%
5990-2	Transfer to Debt Service	60,136	52,754	0	0	0	-	0.00%
	Total C/O & Transfers	60,136	97,896	15,000	15,000	0	-15,000	-100.00%
	Total	3,149,788	3,356,774	3,462,319	3,462,319	3,454,835	(7,484)	-0.22%

**CITY OF HOMER
2014 OPERATING BUDGET**

**FUND 100
0161 POLICE DISPATCH**

			FY 2011	FY 2012	FY 2013	FY 2013	FY 2014	Difference Between	
			Actual	Actual	Adopted	Amended	Preliminary	2013 Amended &	
					Budget	Budget	Budget	2014 Preliminary	
	<u>Salaries and Benefits</u>								
5101	Regular Employees		268,261	241,640	296,956	296,956	349,087	52,130	17.55%
5102	Fringe Benefits		180,371	186,756	211,071	211,071	234,413	23,342	11.06%
5103	P/T Employees		0	0			0	0	0.00%
5104	Fringe Benefits P/T		0	0			0	0	0.00%
5105	Overtime		22,932	82,376	34,803	34,803	35,000	197	0.57%
5106	Leave Cash Out							0	0.00%
5107	P/T Overtime		0			0	0	0	0.00%
	<u>Total Salaries and Benefits</u>		<u>471,563</u>	<u>510,771</u>	<u>542,830</u>	<u>542,830</u>	<u>618,500</u>	<u>75,670</u>	<u>13.94%</u>
	<u>Maintenance and Operations</u>								
5201	Office Supplies		3,700	4,881	8,000	8,000	8,000	0	0.00%
5202	Operating Supplies		1,363	3,196	3,100	3,100	3,100	0	0.00%
5208	Equipment Maintenance		90	39	0	0		0	0.00%
5210	Professional & Special Services		1,453	344	750	750	750	0	0.00%
5214	Rents & Leases Expense		6,350	6,768	7,000	7,000	7,000	0	0.00%
5216	Postage/Freight		2,391	2,800	3,000	3,000	3,000	0	0.00%
5231	Tools/Equipment		440	8,654	4,000	4,000	4,000	0	0.00%
5235	Memberships/Dues		0	105	250	250	250	0	0.00%
5236	Transportation		0					0	0.00%
5601	Uniform/Clothing Allowance		2,839	2,242	4,500	4,500	4,500	0	0.00%
5603	Employee Training		6,323	7,713	10,000	10,000	11,000	1,000	0.1
	<u>Total Maintenance and Operations</u>		<u>24,949</u>	<u>36,741</u>	<u>40,600</u>	<u>40,600</u>	<u>41,600</u>	<u>1,000</u>	<u>2.46%</u>
	<u>Total</u>		<u>496,512</u>	<u>547,512</u>	<u>583,430</u>	<u>583,430</u>	<u>660,100</u>	<u>76,670</u>	<u>13.14%</u>
	Staffing History		5.95			5.95			

The police department dispatch personnel are responsible for dispatching police, fire and EMS calls for both routine and emergency calls for citizens that reside in the Homer city limits as well as some of the outlying areas. The unit staffs 8 full time public safety dispatchers (including the newly funded position). The dispatch personnel are additionally responsible for all clerical duties associated with the police department and are required to act as jail guards monitoring prisoners in the Homer Jail.

5101 - 5105 - Due to 2010 Budget Cuts, One Dispatch Position has not been funded since 2011. The Council proposed to fund it this year.

**CITY OF HOMER
2014 OPERATING BUDGET**

**FUND 100
0163 POLICE PATROL**

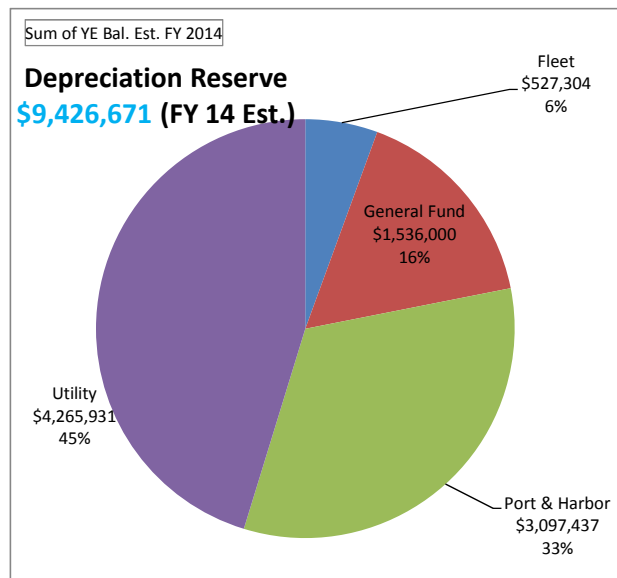
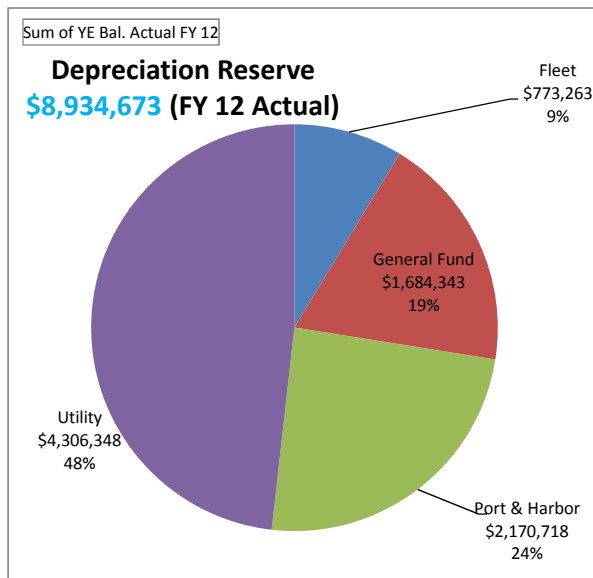
	FY 2011	FY 2012	FY 2013	FY 2013	FY 2014	Difference Between	
	Actual	Actual	Adopted	Amended	Preliminary	2013 Amended &	
			Budget	Budget	Budget	2014 Preliminary	
<u>Salaries and Benefits</u>							
5101 Regular Employees	602,796	602,295	649,055	649,055	608,005	(41,050)	-6.32%
5102 Fringe Benefits	357,049	361,499	404,740	404,740	363,140	(41,600)	-10.28%
5103 P/T Employees	0		0	0	0	0	0.00%
5104 Fringe Benefits P/T	0		0	0	0	0	0.00%
5105 Overtime	61,560	82,112	60,478	60,478	70,000	9,522	15.74%
5107 P/T Overtime	0		0	0		0	0.00%
<u>Total Salaries and Benefits</u>	<u>1,021,405</u>	<u>1,045,906</u>	<u>1,114,273</u>	<u>1,114,273</u>	<u>1,041,145</u>	<u>(73,128)</u>	<u>-6.56%</u>
<u>Maintenance and Operations</u>							
5201 Office Supplies						0	0.00%
5202 Operating Supplies	4,051	342	0	0		0	0.00%
5210 Professional & Special Services		794	0	0		0	0.00%
5601 Uniform/Clothing Allowance	4,960	7,181	7,000	7,000	7,000	0	0.00%
5602 Safety Equipment			0	0		0	0.00%
5603 Employee Training	0	556				0	0.00%
<u>Total Maintenance and Operations</u>	<u>9,011</u>	<u>8,873</u>	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>	<u>0</u>	<u>-</u> 0.00%
<u>Total</u>	<u>1,030,416</u>	<u>1,054,779</u>	<u>1,121,273</u>	<u>1,121,273</u>	<u>1,048,145</u>	<u>(73,128)</u>	<u>(0)</u>
Staffing History	7.80			7.80			

Police officers patrol the City of Homer to preserve the peace, prevent criminal operations and enforce state and local laws. Officers respond to assignments and complaints often involving substance abuse, domestic disputes, fires, automobile accidents, misdemeanor and felony crimes. Officers investigate complaints from the public and take appropriate enforcement action or refer to other agencies as required. Officers prepare evidence to substantiate criminal complaints, prepare and submit detailed written reports, serve criminal processes, including warrants, and testify in court as required.

**City of Homer
2014 Operating Budget**

Depreciation Reserve - Summary

Reserve			YE Bal. Actual	Additions	Subtractions	YE Bal. Est.	Additions	Subtractions	YE Bal. Est.
Name	A/C #	A/C Name	FY 12	FY 13	FY 13	FY 2013	FY 14	FY 14	FY 2014
General Fund	156-0367	Public Art	3,181	0	0	3,181	0	0	3,181
General Fund	156-0369	Sewall	30,640	10,000	0	40,640	10,000	0	50,640
General Fund	156-0370	Animal Shelter	12,132	0	(6,548)	5,584	0	0	5,584
General Fund	156-0375	General	421,800	1,306	0	423,107	0	0	423,107
General Fund	156-0384	City Hall	(69,432)	0	(7,561)	(76,993)	0	0	(76,993)
General Fund	156-0385	Park & Rec	101,848	0	(3,141)	98,707	0	(10,000)	88,707
General Fund	156-0387	Planning	61,075	0	0	61,075	0	(25,000)	36,075
General Fund	156-0388	Airport	98,302	0	(6,602)	91,700	0	(12,000)	79,700
General Fund	156-0390	Library	80,443	0	(20,344)	60,099	0	0	60,099
General Fund	156-0393	Fire	142,322	0	(1,960)	140,362	0	(37,500)	102,862
General Fund	156-0394	Police	196,766	0	(1,960)	194,806	0	(65,000)	129,806
General Fund	156-0395	Public Works	392,347	0	(12,214)	380,133	0	(3,333)	376,800
General Fund	156-0396	Leased Pro	194,571	0	0	194,571	0	0	194,571
General Fund	156-0397	Fishing Hole	(360)	2,250	0	1,890	0	0	1,890
General Fund	156-0398	IT	0	10,000	(3,736)	6,264	0	0	6,264
General Fund	156-0399	Sister City	18,708	0	0	18,708	0	0	18,708
Utility	256-0378	Water	2,215,273	570	(151,548)	2,064,295	100,000	(66,418)	2,097,877
Utility	256-0379	Sewer	2,065,520	200,000	(187,505)	2,078,015	100,000	(35,518)	2,142,497
Utility	256-0380	Spit Reservoir Tank Repair	(6,040)	0	0	(6,040)	0	0	(6,040)
Utility	256-0381	Soundview/Woodard CK Sanitary	(98,404)	0	0	(98,404)	0	0	(98,404)
Utility	256-0932	Ocean Dr Sewer - Ord 08-38	90,000	0	0	90,000	0	0	90,000
Utility	256-0934	Hillside, Ocean Dr Lp Ord 08-38	40,000	0	0	40,000	0	0	40,000
Port & Harbor	456-0380	P & H Reserve	1,583,525	454,252	(527,892)	1,509,884	681,686	(62,000)	2,129,570
Port & Harbor	456-0382	P & H Bond Reserve	500,000	327,672	0	827,672	300,000	(280,000)	847,672
Port & Harbor	452-0374	P & H Fleet Reserve	87,194	30,000	(26,999)	90,195	30,000	0	120,195
Fleet	152-0374	Port & Harbor	0	0	0	0	0	0	0
Fleet	152-0375	General	58,661	591	0	59,251	0	0	59,251
Fleet	152-0380	Administrative	41,929	0	0	41,929	0	0	41,929
Fleet	152-0381	Fire	145,856	15,000	(43,858)	116,998	0	0	116,998
Fleet	152-0382	Police	68,132	19,275	(40,071)	47,336	0	(40,000)	7,336
Fleet	152-0383	Public Works	328,323	52,140	(200,202)	180,261	0	(8,834)	171,427
Fleet	152-0391	Insurance	130,363	0	0	130,363	0	0	130,363
Total			8,934,673	1,123,056	(1,242,141)	8,815,587	1,221,686	(645,602)	9,391,671



**City of Homer
2014 Operating Budget**



CAPITAL PROJECT FUNDS

Capital Project Funds are established to account for the financial resources, which are limited to expenditures for capital outlays, expended to acquire or construct major capital assets of a relative permanent nature. Such financial resources include grants, contributions, bond proceeds, and operating transfers from other funds.

Capital Project Funds provide a formal mechanism to ensure that revenues dedicated to certain project are used only for that project and enable the City administration to report to grantors of [Capital Project Fund] revenue that their requirements regarding the use of the revenue are fully satisfied.

The City of Homer uses two major types of Capital Project Funds:

- **Depreciation Reserves**
- **Project Reserves**

Depreciation Reserves include:

- General Fund Depreciation Reserves (156)
- Fleet Depreciation Reserves (152)
- Utility (Water & Sewer) Depreciation Reserves (256)
- Port & Harbor Depreciation Reserves (456 & 452)

Project Reserves Include:

- General Fund Capital Project Reserves (151)
- General Non Capital Project Reserves (157)
- HAWSP (Homer Accelerated Water & Sewer Projects) (205)
- Water & Sewer Projects (215)
- Port & Harbor Projects (415)
- Other (Special) Reserves
 - ✓ Land (150)
 - ✓ HART(Homer Accelerated Roads & Trails) – Roads (160)
 - ✓ HART(Homer Accelerated Roads & Trails) – Trails (165)
 - ✓ Port – Cruise Ship Tax (460)
 - ✓ Ocean Dr. Loop Special Service Dist. (808)

City of Homer
2014 Operating Budget

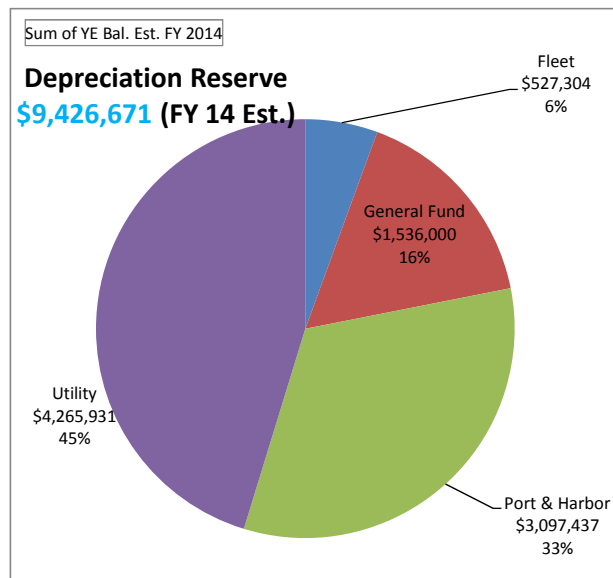
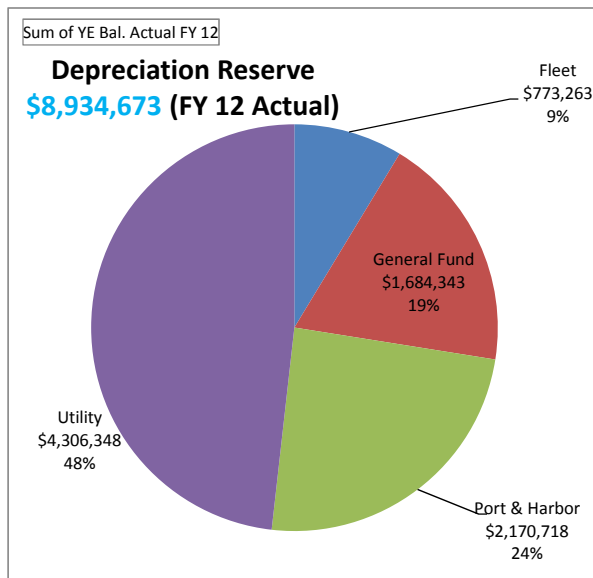
Notes:

1. **General Fund Capital Project Reserves** (151) are either funded in full or in part by grants or loaning agencies.
2. **General Non-Capital Project Reserves** (157) are to account for projects that are funded either in full or in part by grants or loaning agencies. These are usually small in dollar amount.
3. **HART** (Homer Accelerated Roads & Trails) ROADS) and **HAWSP** (Homer Accelerated Water & Sewer Projects) share one third (50/50) of the total Sales Tax Receipts received by the City (the two thirds go to General Fund). New roads, new trails, and refurbishing existing ones are funded through this HART fund. New Water & Sewer infrastructures are funded through HAWSP.
4. **Port & Harbor Depreciation Reserves** (456 & 452) – Fund 456 includes the depreciation reserves and the Harbor Bond Reserve. Fund 452 is established to account for the Port & Harbor Enterprise Fund's fleet reserves.

City of Homer
2014 Operating Budget

Depreciation Reserve - Summary

Reserve			YE Bal. Actual	Additions	Subtractions	YE Bal. Est.	Additions	Subtractions	YE Bal. Est.
Name	A/C #	A/C Name	FY 12	FY 13	FY 13	FY 2013	FY 14	FY 14	FY 2014
General Fund	156-0367	Public Art	3,181	0	0	3,181	0	0	3,181
General Fund	156-0369	Sewall	30,640	10,000	0	40,640	10,000	0	50,640
General Fund	156-0370	Animal Shelter	12,132	0	(6,548)	5,584	0	0	5,584
General Fund	156-0375	General	421,800	1,306	0	423,107	0	0	423,107
General Fund	156-0384	City Hall	(69,432)	0	(7,561)	(76,993)	0	0	(76,993)
General Fund	156-0385	Park & Rec	101,848	0	(3,141)	98,707	0	0	98,707
General Fund	156-0387	Planning	61,075	0	0	61,075	0	0	61,075
General Fund	156-0388	Airport	98,302	0	(6,602)	91,700	0	(12,000)	79,700
General Fund	156-0390	Library	80,443	0	(20,344)	60,099	0	0	60,099
General Fund	156-0393	Fire	142,322	0	(1,960)	140,362	0	(37,500)	102,862
General Fund	156-0394	Police	196,766	0	(1,960)	194,806	0	(65,000)	129,806
General Fund	156-0395	Public Works	392,347	0	(12,214)	380,133	0	(3,333)	376,800
General Fund	156-0396	Leased Pro	194,571	0	0	194,571	0	0	194,571
General Fund	156-0397	Fishing Hole	(360)	2,250	0	1,890	0	0	1,890
General Fund	156-0398	IT	0	10,000	(3,736)	6,264	0	0	6,264
General Fund	156-0399	Sister City	18,708	0	0	18,708	0	0	18,708
Utility	256-0378	Water	2,215,273	570	(151,548)	2,064,295	100,000	(66,418)	2,097,877
Utility	256-0379	Sewer	2,065,520	200,000	(187,505)	2,078,015	100,000	(35,518)	2,142,497
Utility	256-0380	Spit Reservoir Tank Repair	(6,040)	0	0	(6,040)	0	0	(6,040)
Utility	256-0381	Soundview/Woodard CK Sanitary	(98,404)	0	0	(98,404)	0	0	(98,404)
Utility	256-0932	Ocean Dr Sewer - Ord 08-38	90,000	0	0	90,000	0	0	90,000
Utility	256-0934	Hillside, Ocean Dr Lp Ord 08-38	40,000	0	0	40,000	0	0	40,000
Port & Harbor	456-0380	P & H Reserve	1,583,525	454,252	(527,892)	1,509,884	681,686	(62,000)	2,129,570
Port & Harbor	456-0382	P & H Bond Reserve	500,000	327,672	0	827,672	300,000	(280,000)	847,672
Port & Harbor	452-0374	P & H Fleet Reserve	87,194	30,000	(26,999)	90,195	30,000	0	120,195
Fleet	152-0374	Port & Harbor	0	0	0	0	0	0	0
Fleet	152-0375	General	58,661	591	0	59,251	0	0	59,251
Fleet	152-0380	Administrative	41,929	0	0	41,929	0	0	41,929
Fleet	152-0381	Fire	145,856	15,000	(43,858)	116,998	0	0	116,998
Fleet	152-0382	Police	68,132	19,275	(40,071)	47,336	0	(40,000)	7,336
Fleet	152-0383	Public Works	328,323	52,140	(200,202)	180,261	0	(8,834)	171,427
Fleet	152-0391	Insurance	130,363	0	0	130,363	0	0	130,363
Total			8,934,673	1,123,056	(1,242,141)	8,815,587	1,221,686	(610,602)	9,426,671

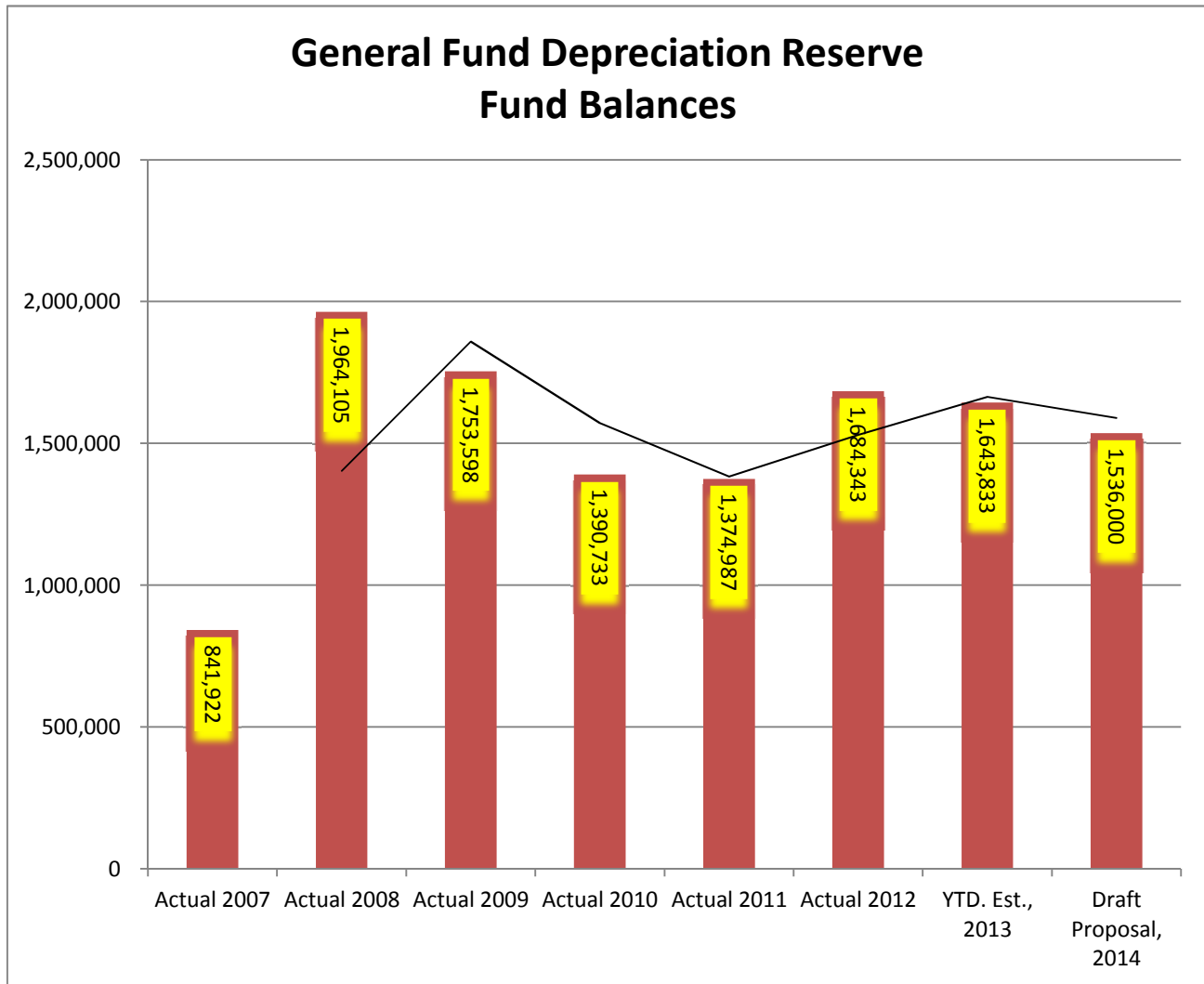


City of Homer
2014 Operating Budget

Depreciation Reserve
General Fund - 156

	<u>Beg. Balance</u>	<u>Additions</u>	<u>Subtractions</u>	<u>Ending Balance</u>
Actual 2007				841,922
Actual 2008	841,922	1,356,844	(234,662)	1,964,105
Actual 2009	1,964,105	196,053	(406,559)	1,753,598
Actual 2010	1,753,598	34,568	(397,434)	1,390,733
Actual 2011	1,390,733	313,572	(329,318)	1,374,987
Actual 2012	1,374,987	747,530	(438,174)	1,684,343
YTD. Est., 2013	1,684,343	23,556	(64,066)	1,643,833
Draft Proposal, 2014	1,643,833	10,000	(117,833)	1,536,000

FY 2014			
Proposed by City Manager		10,000	(117,833)
Proposed by City Council			

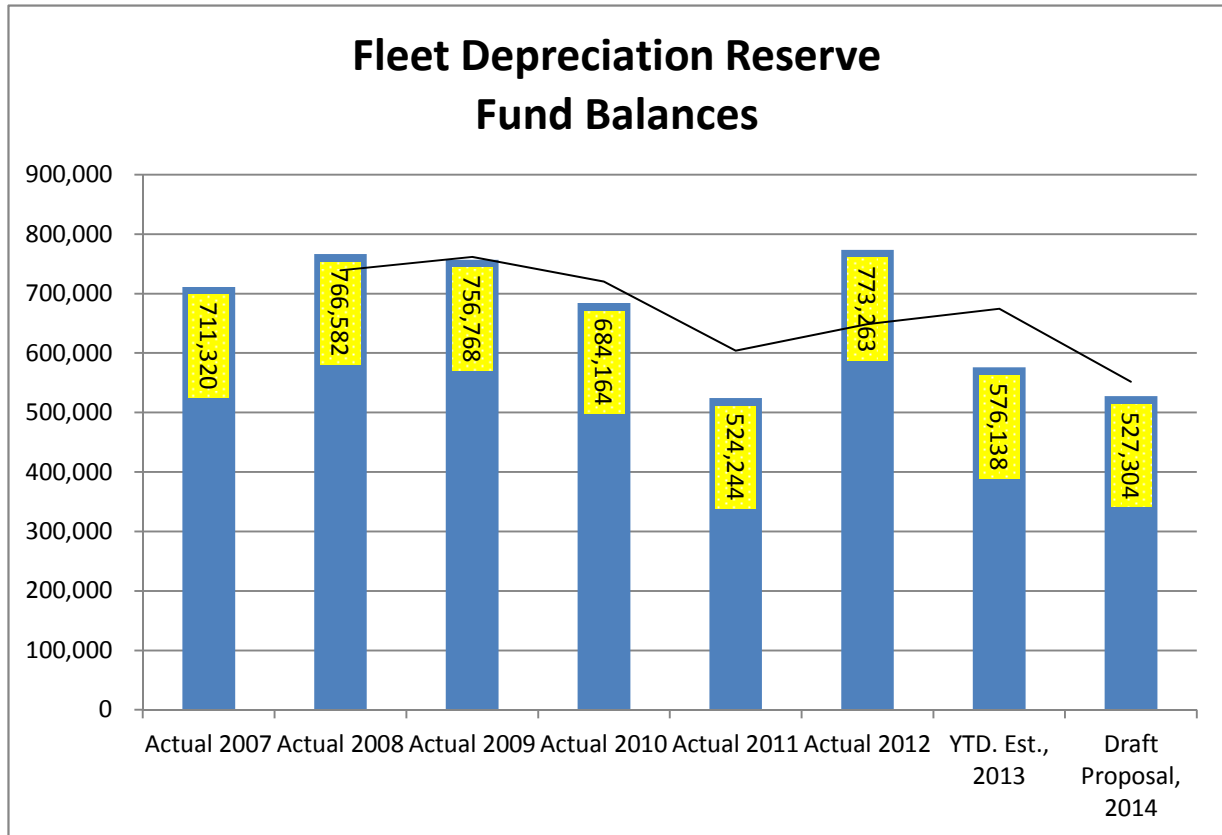


City of Homer
2014 Operating Budget

Depreciation Reserve
Fleet - 152

	<u>Beg. Balance</u>	<u>Additions</u>	<u>Subtractions</u>	<u>Ending Balance</u>
Actual 2007				711,320
Actual 2008	711,320	570,384	(515,123)	766,582
Actual 2009	766,582	85,780	(95,594)	756,768
Actual 2010	756,768	30,941	(103,545)	684,164
Actual 2011	684,164	34,877	(194,797)	524,244
Actual 2012	524,244	249,019	0	773,263
YTD. Est., 2013	773,263	87,006	(284,131)	576,138
Draft Proposal, 2014	576,138	-	(48,834)	527,304

FY 2014				
Proposed by City Manager		-	(48,834)	
Proposed by City Council				

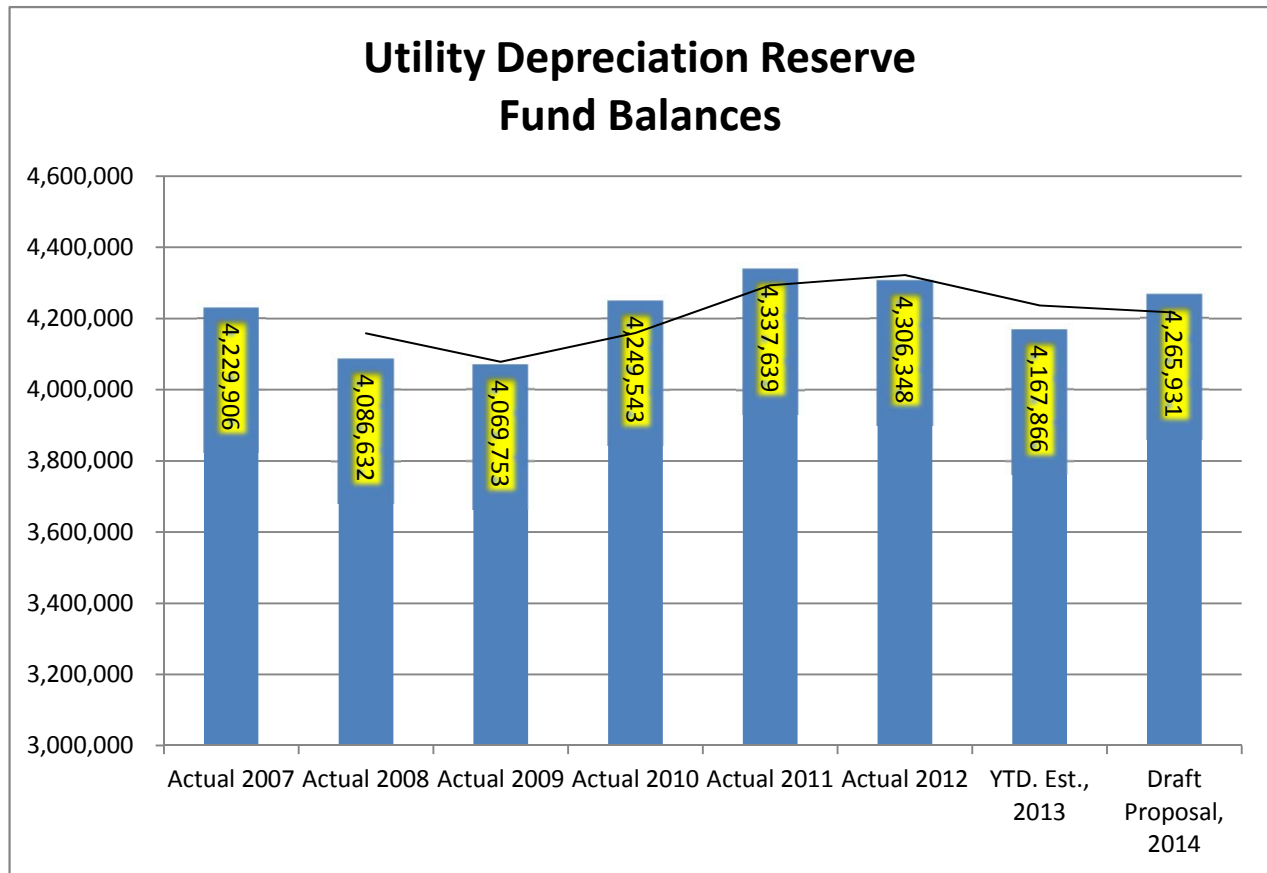


City of Homer
2014 Operating Budget

Depreciation Reserve
Utility (Water & Sewer) - 256

	<u>Beg. Balance</u>	<u>Additions</u>	<u>Subtractions</u>	<u>Ending Balance</u>
Actual 2007				4,229,906
Actual 2008	4,229,906	303,023	(446,297)	4,086,632
Actual 2009	4,086,632	253,386	(270,266)	4,069,753
Actual 2010	4,069,753	504,035	(324,245)	4,249,543
Actual 2011	4,249,543	500,000	(411,905)	4,337,639
Actual 2012	4,337,639	224,081	(255,372)	4,306,348
YTD. Est., 2013	4,306,348	200,570	(339,053)	4,167,866
Draft Proposal, 2014	4,167,866	200,000	(101,935)	4,265,931

FY 2014			
City Manager	200,000	(101,935)	
City Council			



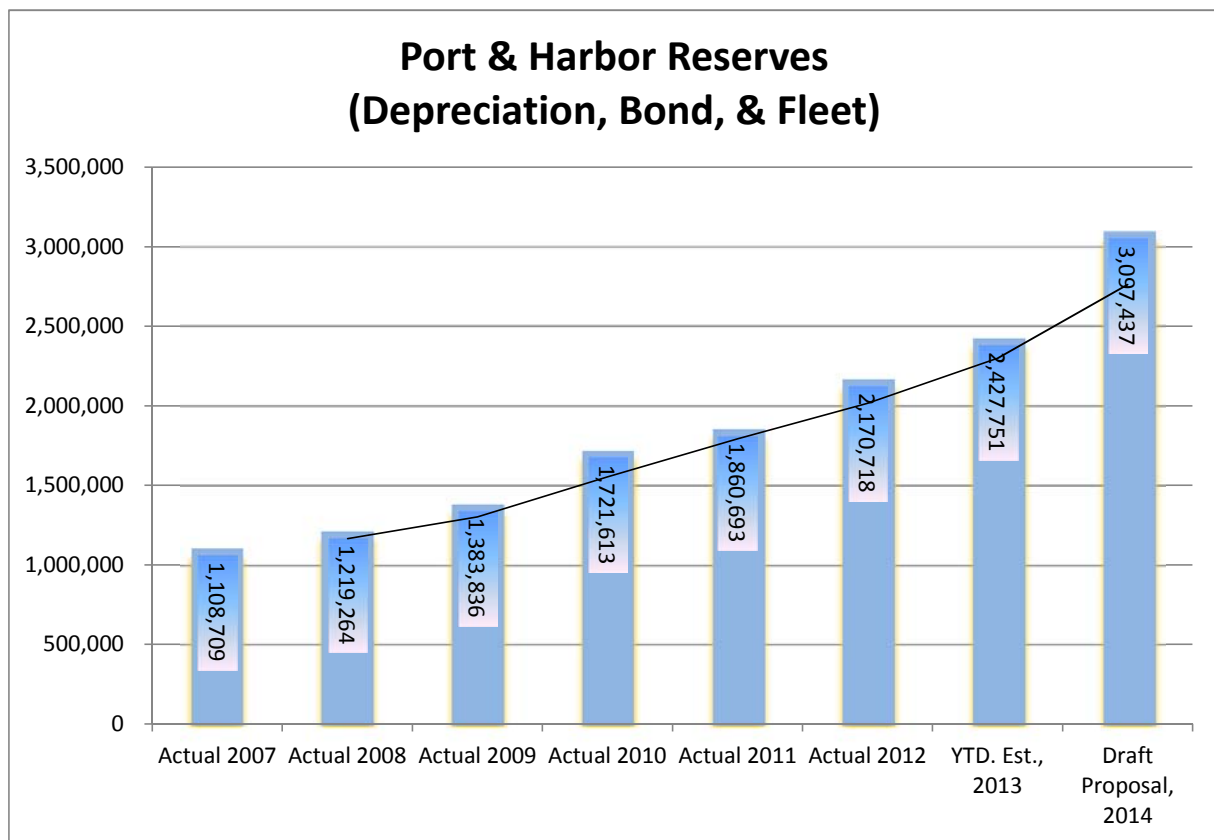
**City of Homer
2014 Operating Budget**

Depreciation Reserve

Port & Harbor - 456 & 452

	<u>Beg. Balance</u>	<u>Additions</u>	<u>Subtractions</u>	<u>Ending Balance</u>
Actual 2007				1,108,709
Actual 2008	1,108,709	405,071	(294,515)	1,219,264
Actual 2009	1,219,264	335,900	(171,328)	1,383,836
Actual 2010	1,383,836	463,842	(126,066)	1,721,613
Actual 2011	1,721,613	530,000	(390,920)	1,860,693
Actual 2012	1,860,693	992,010	(681,984)	2,170,718
YTD. Est., 2013	2,170,718	811,924	(554,891)	2,427,751
Draft Proposal, 2014	2,427,751	1,011,686	(342,000)	3,097,437

FY 2014				
City Manager		1,011,686	(342,000)	
City Council				



City of Homer
2014 Operating Budget

Project Reserves - Summary

Project Category	FY 11 Ending Bal. (Actual)	FY 12 "+"	FY 12 "-"	FY 12 Ending Bal. (Actual)	FY 13 "+"	FY 13 "-"	FY 13 Ending Bal. (Estimated)	FY 14 Proposed "+"	FY 14 Proposed "-"	FY 14 Ending Bal. (Estimated)
GF - Capital Proj.	877,758	2,151,668	(2,832,471)	196,954	7,749,047	(7,831,134)	114,867			114,867
GF - Non-Capital Proj.	(69,050)	32,886	(26,224)	(62,388)	11,501	(36,891)	(87,778)			(87,778)
Other Projects	5,909,852	1,204,604	(336,265)	6,778,191	869,301	(1,247,573)	6,399,919			6,399,919
Port & Harbor Proj.	51,454	1,076,736	(1,041,902)	86,288	2,778,378	(2,655,508)	209,158			209,158
Water & Sewer Proj	(1,005,614)	1,578,397	(1,633,463)	(1,060,680)		(169,460)	(1,230,140)			(1,230,140)
Water & Sewer-HAWSP	(3,199,283)	3,003,005	(2,803,008)	(2,999,286)	1,221,549	(1,206,514)	(2,984,251)			(2,984,251)
<u>Grand Total</u>	<u>2,565,117</u>	<u>9,047,296</u>	<u>(8,673,333)</u>	<u>2,939,080</u>	<u>12,629,776</u>	<u>(13,147,080)</u>	<u>2,421,776</u>			<u>2,421,776</u>

City of Homer
2014 Operating Budget

Project Reserves			FY 2012			FY 2013			FY 2014
	Fund-Proj #	Proj Name	Ending Bal. (Actual)	FY 13 Additions	FY 13 Subtractions	Ending Bal. (Estimated)	Proposed Additions	Proposed Subtractions	Ending Bal. (Estimated)
1	GF - Capital Proj.	151-0275 Special Proj Fund	924,404	0	0	924,404			924,404
2	GF - Capital Proj.	151-0375 General	35,169	0	0	35,169			35,169
3	GF - Capital Proj.	151-0718 Homer Energy Audits	95,230	0	0	95,230			95,230
4	GF - Capital Proj.	151-0719 Live Fire Training Trailer	(14,275)	0	0	(14,275)			(14,275)
5	GF - Capital Proj.	151-0720 Computer Software Upgrade	26,433	0	0	26,433			26,433
6	GF - Capital Proj.	151-0721 Library	118,294	0	(8,359)	109,935			109,935
7	GF - Capital Proj.	151-0722 Library Building	20,282	0	0	20,282			20,282
8	GF - Capital Proj.	151-0723 Library Expansion	40,575	0	0	40,575			40,575
9	GF - Capital Proj.	151-0726 Hockey	750	0	0	750			750
10	GF - Capital Proj.	151-0727 Mariner Park	22,582	0	0	22,582			22,582
11	GF - Capital Proj.	151-0728 Animal Shelter	45,228	0	0	45,228			45,228
12	GF - Capital Proj.	151-0735 Jack Gist Park	(89,757)	0	0	(89,757)			(89,757)
13	GF - Capital Proj.	151-0736 Fire Small Grants	(7,500)	0	0	(7,500)			(7,500)
14	GF - Capital Proj.	151-0738	0	0	0	0			0
15	GF - Capital Proj.	151-0741 Ocean Drive Bluff Erosion	(501,714)	0	0	(501,714)			(501,714)
16	GF - Capital Proj.	151-0746	0	0	0	0			0
17	GF - Capital Proj.	151-0769 Anchor Point Natural Gas Line	0	0	0	0			0
18	GF - Capital Proj.	151-0772 Beluga Slough Trail	3,000	270	(270)	3,000			3,000
19	GF - Capital Proj.	151-0774	0	0	0	0			0
20	GF - Capital Proj.	151-0775 City Hall Renovations	(567,010)	0	(16,059)	(583,068)			(583,068)
21	GF - Capital Proj.	151-0776 KHPI Phase I	45,510	26,292	(38,889)	32,914			32,914
22	GF - Capital Proj.	151-0777 Cruise Ship Enhancement	0	52,167	(155,339)	(103,172)			(103,172)
23	GF - Capital Proj.	151-0778 South Peninsula Gasline	0	7,605,000	(7,491,210)	113,790			113,790
24	GF - Capital Proj.	151-0779 Fish Lagoon Improvement	0	0	0	0			0
25	GF - Capital Proj.	151-0785 2004 Homeland Security (fire)	(5,558)	0	0	(5,558)			(5,558)
26	GF - Capital Proj.	151-0788 Seawall Maintenance	(202)	0	0	(202)			(202)
27	GF - Capital Proj.	151-0792 Spit Trail Completion	31,000	65,318	(110,532)	(14,214)			(14,214)
28	GF - Capital Proj.	151-0793	0	0	0	0			0
29	GF - Capital Proj.	151-0795	(333)	0	0	(333)			(333)
30	GF - Capital Proj.	151-0798 Natural Gas SAD	(21,946)	0	(5,376)	(27,322)			(27,322)
31	GF - Capital Proj.	151-0863 Manley Building Fuel Cleanup	(3,208)	0	0	(3,208)			(3,208)
32	GF - Capital Proj.	151-0865 WR Bell/Reber Trail	0	0	0	0			0
33	GF - Capital Proj.	151-0936	0	0	(5,101)	(5,101)			(5,101)
34	GF - Non-Capital Proj.	157-0375 General	14,669			14,669			14,669
35	GF - Non-Capital Proj.	157-0703 Hoka Hey	(19,077)			(19,077)			(19,077)
36	GF - Non-Capital Proj.	157-0713 Community Economic Stimulus	(15,830)			(15,830)			(15,830)
37	GF - Non-Capital Proj.	157-0730 Library Book Grant	19,364	1,562	(16,899)	4,027			4,027
38	GF - Non-Capital Proj.	157-0731 Commercial Vehicle Inspection	10,870			10,870			10,870
39	GF - Non-Capital Proj.	157-0736 Fire Small Grants	(7,900)			(7,900)			(7,900)
40	GF - Non-Capital Proj.	157-0739 Police Small Grants	(18,002)			(18,002)			(18,002)
41	GF - Non-Capital Proj.	157-0745 Drug Forfeiture	9,955	550	(6,305)	4,200			4,200

City of Homer
2014 Operating Budget

Project Reserves				FY 2012			FY 2013			FY 2014
	Fund-Proj #	Proj Name		Ending Bal. (Actual)	FY 13 Additions	FY 13 Subtractions	Ending Bal. (Estimated)	Proposed Additions	Proposed Subtractions	Ending Bal. (Estimated)
42	GF - Non-Capital Proj.	157-0749	Pier One FEMA reimbursable	(990)			(990)			(990)
43	GF - Non-Capital Proj.	157-0770	Wetland Study	(60,952)			(60,952)			(60,952)
44	GF - Non-Capital Proj.	157-0780	Safety Saturation	(5,734)		(1,562)	(7,296)			(7,296)
45	GF - Non-Capital Proj.	157-0781	Police Small Grants	8,165			8,165			8,165
46	GF - Non-Capital Proj.	157-0782	Public Works Misc Grants	(348)			(348)			(348)
47	GF - Non-Capital Proj.	157-0783	Trails Grants	(1,057)			(1,057)			(1,057)
48	GF - Non-Capital Proj.	157-0786	Conference Center Feasibility	(761)			(761)			(761)
49	GF - Non-Capital Proj.	157-0791	State Grant	0			0			0
50	GF - Non-Capital Proj.	157-0796	Pratt Museum (Ord 04-41A)	0			0			0
51	GF - Non-Capital Proj.	157-0797	Employee Sustainability Handbook	500			500			500
52	GF - Non-Capital Proj.	157-0799		0	6,286	(9,532)	(3,246)			(3,246)
53	GF - Non-Capital Proj.	157-0860	Scenic Byways	4,740			4,740			4,740
54	GF - Non-Capital Proj.	157-0862	Climate Action Plan	(0)			(0)			(0)
55	GF - Non-Capital Proj.	157-0868	Planning Grants (Misc)	0			0			0
56	GF - Non-Capital Proj.	157-0869	JAG active Shooter Grant	0			0			0
57	GF - Non-Capital Proj.	157-0933		0	3,103	(2,593)	510			510
58	Water & Sewer-HAWSP	205-0375	HAWSP	(2,999,286)	1,221,549	(1,206,514)	(2,984,251)			(2,984,251)
59	Water & Sewer Proj	215-0710	E End Utility Upgrade	0			0			0
60	Water & Sewer Proj	215-0748	Coastal Impact Assist Program	(0)			(0)			(0)
61	Water & Sewer Proj	215-0814	Water Storage Tank	(0)			(0)			(0)
62	Water & Sewer Proj	215-0815	Bartlett/Hohoe Reconstruction	0			0			0
63	Water & Sewer Proj	215-0816	Hillside Acres	(53,786)			(53,786)			(53,786)
64	Water & Sewer Proj	215-0820	East Road Sewer	(0)			(0)			(0)
65	Water & Sewer Proj	215-0821	West Lakeshore Dr Water	0			0			0
66	Water & Sewer Proj	215-0822	Thompson Drive Sewer	(0)			(0)			(0)
67	Water & Sewer Proj	215-0825	WS Master Plan	(0)			(0)			(0)
68	Water & Sewer Proj	215-0826	Kach Dr Phase I Sewer	0			0			0
69	Water & Sewer Proj	215-0827	Ocean Loop Sewer	(120)			(120)			(120)
70	Water & Sewer Proj	215-0828	Design Redwood Tank Removal	0		(19,213)	(19,213)			(19,213)
71	Water & Sewer Proj	215-0829	PVC Pipe Replacement	(15,276)			(15,276)			(15,276)
72	Water & Sewer Proj	215-0831	Kach Dr Phase II	(134,463)		(677)	(135,140)			(135,140)
73	Water & Sewer Proj	215-0832	Sanitary Sewer	(738,982)			(738,982)			(738,982)
74	Water & Sewer Proj	215-0833	Pressure Reducing Valve	(19,999)			(19,999)			(19,999)
75	Water & Sewer Proj	215-0834	Design Kachemak Dr Water Main	0		(32,122)	(32,122)			(32,122)
76	Water & Sewer Proj	215-0835	Design Water Dist/Stor Imp	0		(93,262)	(93,262)			(93,262)
77	Water & Sewer Proj	215-0836	Design Old Cast Iron Water Main Replace	0		(24,186)	(24,186)			(24,186)
78	Water & Sewer Proj	215-0859	E End Road W/S Expansion	(524,614)			(524,614)			(524,614)
79	Water & Sewer Proj	215-0865	Design Water Treatment Plant	431,146			431,146			431,146
80	Water & Sewer Proj	215-0866	Electric Turbine/Hyro	(4,584)			(4,584)			(4,584)
81	Water & Sewer Proj	215-0867	MD Hill PRV Stairs	0			0			0
82	Port & Harbor Proj.	415-0380	Port Reserve	2,395			2,395			2,395

City of Homer
2014 Operating Budget

Project Reserves			FY 2012			FY 2013			FY 2014
	Fund-Proj #	Proj Name	Ending Bal. (Actual)	FY 13 Additions	FY 13 Subtractions	Ending Bal. (Estimated)	Proposed Additions	Proposed Subtractions	Ending Bal. (Estimated)
83 Port & Harbor Proj.	415-0397	Hickory Dock	102,600	8,550	(1,196)	109,954			109,954
84 Port & Harbor Proj.	415-0910	DWD Reimbursement	(29,618)	121,165	(143,370)	(51,823)			(51,823)
85 Port & Harbor Proj.	415-0915	TSA Port Security Grant	0			0			0
86 Port & Harbor Proj.	415-0916	Harbormaster conference	0			0			0
87 Port & Harbor Proj.	415-0917	4 & 5 Restrooms	(0)			(0)			(0)
88 Port & Harbor Proj.	415-0920	Boat Harbor Upgrades - Denali Grant	(16,778)	146,140	(314,000)	(184,638)			(184,638)
89 Port & Harbor Proj.	415-0921	Ramp 4 Fish Cleaning Facility	(0)			(0)			(0)
90 Port & Harbor Proj.	415-0923	Security Gates & Surv Eq. DWD	2,501			2,501			2,501
91 Port & Harbor Proj.	415-0924	DWD Expansion Ph I	0			0			0
92 Port & Harbor Proj.	415-0926	DWD improvements	(155)	2,291,956	(1,917,540)	374,261			374,261
93 Port & Harbor Proj.	415-0927		0			0			0
94 Port & Harbor Proj.	415-0928		0	29,711	(19,961)	9,750			9,750
95 Port & Harbor Proj.	415-0929	DWD Fender repair - FEMA Reimb	25,504	117,149		142,653			142,653
96 Port & Harbor Proj.	415-0931	Cruise Ship -restrooms/guard shack	0	56,377	(251,753)	(195,376)			(195,376)
97 Port & Harbor Proj.	415-0932	HAZWOPER Training Grant	(160)	7,330	(7,330)	(160)			(160)
98 Port & Harbor Proj.	415-0935		0		(358)	(358)			(358)
99 Other Projects	150-0392	Land	(269)			(269)			(269)
100 Other Projects	160-0xxx	HART-Roads	6,329,417	719,678	(1,180,217)	5,868,878			5,868,878
101 Other Projects	165-0xxx	HART-Trails	362,576	117,655	(33,415)	446,816			446,816
102 Other Projects	174-0732	Junk Cars	0			0			0
103 Other Projects	460-0927	Port - Cruise Ship Tax	67,297	21,710	(33,941)	55,066			55,066
104 Other Projects	808-0375	Ocean Dr Lp Special Svc District	19,170	10,258		29,428			29,428

Budget Requests Over \$5000

CITY OF HOMER
2014 OPERATING BUDGET

Line	Fund-Dept-A/C	Requests (>= \$5000) Description	BY	Amount	City Manager Approved		Capital Projects			Notes	Page Ref.
					Part of Operating Budget	Capital Project Draft Budget Submitted	City Manager Amend.	Council Amend.	FY 2014 Council Adopted		
A	B	C	D	E	F	G	H	I	J	K	L
1	100-0101-5210	Service to Transition Paper to Electronic Documents	Clerk	10,000	10,000					Operating	162
2	100-0111-5227	Advertising for Open Positions	HR	10,000	10,000					(HR) Operating	163
3	100-0113-xxxx	Server Virtualization project: Phase 1 (serv/storage)	IT	37,500	37,500					(IT) Operating	166
4	100-0113-xxxx	Server Virtualization project: Phase 1 (software)	IT	30,000	30,000					(IT) Operating	167
5	100-0145-5101/2	Youth Services Librarian (15A from 8A) to Full-time	Library	16,358						Library	168
6	100-0145-5103/4	Temporary Summer Library Aide (3A) new position	Library	7,742						Library	169
7	100-0145-5228	Book Budget Increase from \$33,000-\$43,000)	Library	10,000	10,000					Library	170
8	100-0145-5990	Replace Public Use Technology Equipment	Library	18,453						Library Reserves	171
9	100-0152-5103/4	Seasonal ESS (12A)	Fire	54,088						Fire	174
10	100-0171-5101/2	Building Maintenance Tech I (8A) Full-time	PW	59,858						Public Works	187
11	100-0175-5103/4	Parks Seasonal Temp (2A) 832 Hrs.	PW	11,596						Parks & Rec	188
12	100-0178-5101/2	Building Custodian (3A) Fulltime position	PW	49,968						Public Works	186
13	152-0382	New Vehicle Purchases (2)	Police	80,000		40,000				Police Fleet	177
14	152-0383	End Dump Truck for Roads & Drainage	PW	135,000						PW Fleet Reserves	184
15	152-0383	Vehicle for New project Manager (split w/WS)	PW	8,834		8,834				PW Fleet Reserves	190
16	156-0375	Public Safety Network upgrades -Memo-13-130	IT	24,000						(IT) GF	164
17	156-0375	Server and Client Security and Automation	IT	30,000						(IT) GF	165
18	156-0388	Remove underground fuel tank at Airport Terminal	PW	12,000		12,000				Airport Reserves	183
19	156-0393	Multi - Gas Detector	Fire	10,000		10,000				Fire	172
20	156-0393	Fire Exit Stair Replacement	Fire	27,500		27,500				Fire	173
21	156-0393	Fire Station Exterior Paint/Stain	Fire	24,000						Fire	175
22	156-0393	Floor Coverings - replacement	Fire	35,000						Fire	176
23	156-0394	Phone System Replacement	Police	40,000		40,000				Police	178
24	156-0394	Air-conditioning system	Police	25,000		25,000				Police	179
25	156-0395	Replant 1995 JD410 Backhoe (share w/WS reserve)	PW	3,333		3,333				PW Reserves	192
26	156-0395	Expand Public Works Building	PW	425,000						Public Works	193
27	256-0378	Water Storage Tank -Diffuser	W & S	11,500		11,500				WS Reserves	180
28	256-0378/0379	Mid 4x4 Pu	W & S	27,500		27,500				WS Reserves	181
29	256-0378	Mixed Oxidant Disinfection WTP	W & S	29,000		29,000				WS Reserves	182
30	256-0378/0379	Mid/size pickup for W/S Maintenance	W & S	26,500						WS Reserves	185
31	256-0379	Snowplow and flatbed	W & S	9,600		9,600				WS Reserves	189
32	256-0378/0379	Vehicle for New Project Manager (Split w/PW fleet)	W & S	17,668		17,668				WS Reserves	190
33	256-0378/0379	Sewage Lagoon Improvements (liner, discharge rep)	W & S	16,500						WS Reserves	191
34	256-0378/0379	Repaint 1995 JD410 Backhoe (share w/PW reserve)	W & S	6,667		6,667				WS Reserves	192
35	452-0374	Used 2 wheel-drive vehicle	P & H	12,000		12,000				PH - Fleet	196
36	456-0380	Float Sweeper	P & H	5,000		5,000				PH Reserves	194
37	456-0380	Maint.Cameras at Fish Dock	P & H	15,000		15,000				PH Reserves	199
38	456-0380	Black Gold Waste Oil Heater/Port Maint shop	P & H	15,000		15,000				PH Reserves	197
39	456-0380	Fish Dock Cold Storage Door Replacement	P & H	15,000		15,000				PH Reserves	198
40	456-0380	Fish Dock Gratings	P & H	25,000						PH Reserves	195
41											
42											
43											
44											
45											
47											
Total				1,427,165	97,500	330,602	-	-	-		

**CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014**

Requesting Department City Clerk Date 8/16/2013

Level of Need: Urgent ☐ Essential ☒ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Service to Transition

Paper to Electronic Documents

Fund Name: General Fund

Account Name: City Clerk

Account # 100.101.5210

Estimated Cost: **\$10,000**

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Justification:

Presently the Clerk stores 30 years of permanent paper documents. There is a real need to scan the paper and transition to electronic document management. A database that provides a search mechanism, retrieval, and display of record images is necessary. An electronic document management system will aid in document disaster recovery in the event of a catastrophic event. Additionally, the system will reduce storage space and costs.

Requestor's Name: Jo Johnson, City Clerk

Department Head Approval: _____

City Manager Recommendation: _____ Date 16-Aug-13

Approved _____

Denied _____

Comments _____

**CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014**

Requesting Department _____ Personnel _____ Date 8/20/2013

Level of Need: Urgent ☐ Essential ☒ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐ _____

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Advertising for Open Positions

Fund Name: General Fund

Account Name: Advertising

Account # 100-0111-5227

Estimated Cost: \$10,000

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Justification:

Advertising for open positions are currently being charged directly to the department. Requiring the HR Department to manage all recruitment advertising will assist other departments in managing their advertising budgets more effectively.

Requestor's Name: Andrea Petersen

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

**CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014**

Requesting Department IT Date _____

Level of Need: Urgent ☐ Essential ☐ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐ _____

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description _____

Fund Name: General Fund - IT

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Account Name: _____

Account # _____

Estimated Cost: **\$24,000**

Justification:

This is the public safety Network upgrades outlined as the "4.9 " network in Council memo 13-130. This will enable IT to Build out a new public safety wireless network to enhance and replace the existing connections. This network currently supports security camera's in various City facilities. The new network will support additional fixed connections from security cameras and mobile connections from vehicles in the future.

Requestor's Name: _____

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

**CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014**

Requesting Department IT Date _____

Level of Need: Urgent ☒ Essential ☐ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐ _____

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Server and Client Security and Automatio

Fund Name: General Fund - IT

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Account Name: _____

Account # _____

Estimated Cost: **\$30,000**

Justification:

The City's current antimalware product is lacking in features and functionality. This request will allow IT to license and implement Microsoft System Center Endpoint Protection via Enterprise CAL and appropriate server licenses. The city will also obtain client software automation, reporting and compliance tools at no additional cost. This project was outlined as Phase 2 in Council Memo 13-130.

Requestor's Name: _____

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

**CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014**

Requesting Department IT Date _____

Level of Need: Urgent ☒ Essential ☐ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐ _____

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Server Virtualization Project: Phase 1
Servers and Storage

Fund Name: General

Account Name: Servers / Storage

Account # _____

Estimated Cost: **\$37,500**

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Justification:

The City Server's are over 6 years old and are in need of replacement . Instead of replacing 14 servers. IT has proposed a server virtualization project in Council Memo 13-130. This is the Servers and Storage Hardware to support Phase I of that plan.

Requestor's Name: _____

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

**CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014**

Requesting Department IT Date _____

Level of Need: Urgent ☐ Essential ☐ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐ _____

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Server Virtualization Project: Phase 1 Software

Fund Name: General Fund - IT

Account Name: Software

Account # _____

Estimated Cost: **\$30,000**

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Justification:

The City Server's are over 6 years old and are in need of replacement . Instead of replacing 14 servers. IT has proposed a server virtualization project in Council Memo 13-130. This is the Virtualization and Backup software to support Phase I of that plan.

Requestor's Name: _____

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

**CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014**

Requesting Department Library Date 8.15.2013

Level of Need: Urgent ☐ Essential ☒ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title Youth Services Librarian

Salary Range & Step 15A/B

Full-time ☒

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description _____

Fund Name: _____

Account Name: _____

Account # _____

Estimated Cost: _____

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost

Justification:

Our Youth Services Librarian position is currently funded to be part-time at 28 hours/week. However, the demand for youth services is growing and can no longer be met at this level. In 2011 over 2,622 children and parents attended early learning story times at the Library; in 2012 attendance increased to 2,883; and with attendance in the first seven months of 2013 at 1,916, a 2013 total of 3,000 or more is anticipated. An additional 278 parents and children attended a grant-funded outreach "traveling storytime" from January to April 2013. To accomodate the large groups attending these story times -- not infrequently, 40 to 60 people -- an additional session or two each week is needed. However, our current Youth Services Librarian does not have enough hours in her week to add any more sessions or outreach activities, along with her other duties. Best Beginnings Homer has identified funding for a full-time children's librarian as a top priority for Language and Literacy development in the community. This request would expand the existing part-time position to full time, not create an entirely new position.

Requestor's Name: Ann Dixon

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

**CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014**

Requesting Department Library Date 8.15.2013

Level of Need: Urgent ☒ Essential ☐ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title Temp. (Summer) Library Aide

Salary Range & Step 3A

Full-time ☒

Part-time ☐ Hours Per Year 520

Request Other Than Personnel:

Description _____

Fund Name: _____

Account Name: _____

Account # _____

Estimated Cost: _____

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost

Justification:

Every year, use of the Library increases substantially from June to September, anywhere from one to three thousand additional visitors per month. Requests for new library cards rise and Internet use nearly doubles. Circulation of library materials increases dramatically, from one to three thousand more items per month, to the point that we have difficulty keeping up with re-shelving the materials, even with the help of numerous volunteers. In addition, the Summer Reading Program involves extra time and effort to implement programs, stamp reading logs, and answer questions. All this activity increases staff workload significantly, at the same time that most staff members want to take off time for travel, outdoor activities, and visitors. Even our three on-call subs are often unavailable in the summer. With staff member Holly Brennan taking on additional IT responsibilities in the coming year, this position would also help staff keep up with other tasks Holly will no longer be able to perform. A cost-effective solution is to hire a summer Library Aide to help cover the front desk, shelve books, assist with children's programming, troubleshoot basic computer problems, and answer common questions. This would ease summer stress on staff, as well as improve service to the public at a very reasonable cost.

Fun fact: On 8/12/13 more than 700 people used the library in 8 hours!

Requestor's Name: Ann Dixon

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

**CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014**

Requesting Department Library Date 8.15.2013

Level of Need: Urgent ☒ Essential ☐ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Book Budget Increase

Fund Name: 100

Account Name: 145-Library

Account # 100.145.5228

Estimated Cost: **\$10,000**

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost

Justification:

The Library's budget for books was seriously underfunded in the 1990s. It has gradually improved since 2000 but has not kept pace with inflation or public demand for materials. Compared with similar public libraries in our region, funding for books in Homer has lagged far behind. For example, in 2012 the book budget for Kenai Library was \$48,525; Kodiak, \$50,322; Soldotna \$40,000; and Homer, \$23,000. In 2013 our budget rose to \$33,000 -- in improvement, to be sure. But the on-going underfunding has created a backlog of out-of-date nonfiction materials, worn out classics, and favorites that need replacing, in addition to the on-going demand for new books of all genres. The average publication date of books in the Adult Nonfiction section, for example, is 1992 -- more than 20 years old. An additional \$10,000 for the book budget will move us closer to a sufficient level to improve our collection and support the information needs of our community.

Requestor's Name: Ann Dixon

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

**CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014**

Requesting Department Library Date 8.15.13

Level of Need: Urgent ☒ Essential ☐ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Depreciation Reserves to Replace
Public Use Technology Equipment

Fund Name: 100

Account Name: 145-Library

Account # _____

Estimated Cost: **\$18,453**

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost

Justification:

The Library owns \$80,099 worth of equipment, all for public use: 39 computers, 3 printers, Wifi equipment, an assortment of digital devices for accessing e-books and audiobooks, a digital projector, videoconference equipment, a Smart TV, microfilm readers, a video magnifier, document camera, and an electric typewriter. This equipment must be replaced periodically. Currently there is no replacement schedule or depreciation reserve to insure that replacement funds are available. We have been fortunate to receive grant funds for much of this equipment but cannot count on grant funds to replace it. All the equipment is heavily used by the public; for example, in 2012, 49,640 Internet sessions were logged on public computers. The IT department has recommended creating a replacement schedule and depreciation account to budget for known equipment needs, rather than waiting until equipment fails, seeking emergency funds, and dealing with the disruption of services that the public relies upon for information access.

Requestor's Name: Ann Dixon

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

**CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014**

Requesting Department Fire Department Date 8/7/2013

Level of Need: Urgent ☐ Essential ☒ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Multi-gas Detector

Fund Name: Fire Services

Account Name: Small Tools and Equipment

Account # 100.151.5231

Estimated Cost: **\$10,000**

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost

Justification:

The two existing multi-gas detectors used by the fire department are obsolete and no longer supported by the manufacturer. These two new units, along with a new calibration system for monthly testing, as required by OSHA and NFPA will replace these important tools for firefighter safety. In addition, with possible confined space rescue obligations with Public Works and the addition of natural gas to Homer our old detectors did not identify methan (natural gas) except as a component of the lower explosive limit (LEL) of the gas. The brand and type of sensor selected is highly recommended by Enstar (the same type as they use) and other fire departments and has an excellent record of reliability and longevity.

Requestor's Name: Robert Painter, Chief

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Fire Department Date 8/29/2013

Level of Need: Urgent ☒ Essential ☐ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Fire Exit Stair Replacement

Fund Name: Admininstration

Account Name: Building & Grounds Maintenance

Account # 1001505209

Estimated Cost: \$27,500

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost

Justification:

Upon visual inspection of the exterior fire escape stairway at the fire station it was determined that there was significant dry rot in the wooden structure of the stairs. As this is required exiting of the fire station it is urgent that these get replaced before they become unsafe for use. Public Works was consulted in determining the cost of the project.

Requestor's Name: Robert L. Painter, Chief

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Fire Department Date 8/7/2013

Level of Need: Urgent ☐ Essential ☒ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title Seasonal ESS

Salary Range & Step 12-A

Full-time ☐

Part-time ☒ Hours Per Year 1488

Request Other Than Personnel:

Description _____

Fund Name: _____

Account Name: _____

Account # _____

Estimated Cost: _____

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost

Justification:

This proposal would fund the hire of **2 seasonal full-time Emergency Service Specialist during the busy summer months of June 1 through August 31 (3 months)** during which time our regular full-time staff traditionally take family leave time. These seasonal ESS could fill multiple roles within the department: backfill of ESS on leave, additional call coverage during regular shifts (when day-time crews are especially busy) and will be able to accomplish additional duties around the station to ensure prompt response of minimal EMS crews around the clock (when regular full-time ESS are not on leave). Statistically the day-time shift 8 am until 5 pm is the busiest. When any of the paid staff are on leave (or otherwise unavailable), daytime staffing is down to 2 people which delays EMS response (80% of our calls) waiting for a volunteer to respond or could put the crew of 2 at risk if the patient is heavy.

Requestor's Name: Robert Painter, Chief

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

**CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014**

Requesting Department Fire Department Date 8/29/2013

Level of Need: Urgent ☒ Essential ☐ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Fire Station Exterior Paint/Stain

Fund Name: Admininstration

Account Name: Building & Grounds Maintenance

Account # 1001505209

Estimated Cost: \$24,000

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost

Justification:

The entire exterior of the fire station was last completely repaired/repainted in 1996/1997 with the wood siding last restained in 2003. It is apparent that the exterior of the station requires a complete repainting (with repair of damaged stucco, etc.) and restaining of the wood siding. Though we are anticipating replacing the entire station within the next five years (with funding) it is vitally important that the existing structure be adequately maintained in order to retain its value and functionality. Public Works was consulted and determined the cost estimate for this project.

Requestor's Name: Robert L. Painter, Chief

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

**CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014**

Requesting Department Fire Department Date 9/16/2013

Level of Need: Urgent ☒ Essential ☐ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Floor coverings- replacement

Fund Name: Fire Department Administration

Account Name: Building and Grounds Maint.

Account # 100.150.5209

Estimated Cost: **\$35,000**

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost

Justification:

The vast majority of floorng in the fire station is orignial to the building (1980) and is seriously worn, damaged, stained and in need of replacement. The only flooring replaced was when the bathrooms were remodeled in 1996/97 and carpeting in one office when it was converted from a bunkroom in 1993. This project would replace all current flooring in the entryway, stairways and upstairs with new rubber tile and commercial grade carpeting.

Requestor's Name: Robert Painter, Chief

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

**CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014**

Requesting Department Police Date 8/17/2013

Level of Need: Urgent ☐ Essential ☒ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description New Vehicle Purchases

Fund Name: General Fund

Account Name: Fleet Reserve

Account # 100.160-382

Estimated Cost: \$80,000

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost

Justification:

The approval of this request will result in the purchase of two new patrol vehicles for general patrol use. It will require that an additional \$40,000 be placed into the police departments fleet reserve budget. The police department is currently operating five vehicles with over 100,000 miles on them and two with over 150,000 miles. These vehicles are well beyond the point of retirement and cannot be counted on to perform safely during pursuits. They are often out of service for maintenance and the maintenance costs per vehicle are rapidly increasing. The types of repairs being required are getting bigger and more expensive and have exceeded the capabilities of our public works department. It is essential that we upgrade our fleet and begin to replace these aging vehicles. We lost one vehicle from our fleet this year when a drunk driver struck it and totaled it out. We have also parked one of our 1999 vehicles and are not driving it anymore due to the numerous problems it has. Funding this request will improve our response times, readiness and safety.

Requestor's Name: Mark Robl

Department Head Approval: Mark Robl

City Manager Recommendation: _____ Date 8/17/2013

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Police Date 8/17/2013

Level of Need: Urgent ☒ Essential ☐ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Phone System Replacement

Fund Name: General Fund

Account Name: Communications

Account # 100-160-5215

Estimated Cost: \$40,000

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost

Justification:

The approval of this request will result in the purchase and installation of a new phone system for the police department. Our current system is over 20 years old. Parts are no longer available for some of the current equipment and the only technician with experience on the system is in Anchorage. Last year we had several extended outages that affected our entire building and our 911 lines. The outages commonly occur with no warning to us so we can be unable to take calls from the public for hours before we are aware of a problem. We have had our 911 lines down for up to 6 hours at a time before repairs could be made. It is critically important to replace this equipment. This is a life and safety issue for the community.

Requestor's Name: Mark Robl

Department Head Approval: Mark Robl

City Manager Recommendation: _____ Date 8/17/2013

Approved _____

Denied _____

Comments _____

**CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014**

Requesting Department Police Date 8/17/2013

Level of Need: Urgent ☐ Essential ☒ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Airconditioning System

Fund Name: General Fund

Account Name: Building Maintenance

Account # 100-160-5209

Estimated Cost: \$25,000

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost

Justification:

One of the critical components of our radio system is the central electronics bank, (CEB). It sits in a dedicated room in the central area of our building on the ground floor. The room has no outside airflow and remains very hot, even during winter months. The temperature in the CEB room is consistently 20 to 30 degrees above the optimum operating temperatures for the equipment. This has resulted in several suspected heat related equipment failures over the past few years. These have caused radio system failures, lost recorded data and expensive repairs. As the system continues to age, we have been told to expect more heat related failures of this equipment. Funding this request will provide an air conditioning system to keep this room at the proper operating temperatures.

Requestor's Name: Mark Robl

Department Head Approval: Mark Robl

City Manager Recommendation: _____ Date 8/17/2013

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Public Works Date 9/1/2013

Level of Need: Urgent ☐ Essential ☒ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Water Storage Tank - Diffuser

Fund Name: Water Reserve Fund

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Account Name: _____

Account # 256-378

Estimated Cost: \$11,500

Justification:

Provides for equiptent installation in the 1.0 Million Gallon tank that will reduce Disinfection Byproduct creation in the storage tank/water system to help meet more stringent EPA drinking water standards.

Requestor's Name: _____

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Public Works Date 9/20/2013

Level of Need: Urgent ☒ Essential ☐ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐ _____

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Mid Size 4x4 PU

For WTR/ SWR dept.

Fund Name: Sewer Reserve

Account Name: SWR RESERVES

Account # 215.379

Estimated Cost: \$27,500

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Justification:

This purchase is to replace Water and Sewers current unit #107, a 2001 Chevy S-10 with 108,000 miles and has become unreliable for year round use. The new 4x4 will replace this vehicle with unit #107 to go to Parks for seasonal use.

We will surplus out Parks 1991 Chev. S-10 unit 106. This vehicle's odometer has rolled over and had stopped working with the last known miles at 115,920.

Requestor's Name: Hill / Frazier / Otteson

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Public Works Date 9/1/2013

Level of Need: Urgent ☐ Essential ☒ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Mixed Oxidant Disinfection at WTP

Fund Name: Water Reserve Fund

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Account Name: _____

Account # 256-378

Estimated Cost: \$29,000

Justification:

Provides for new type of chlorination equipment at the water treatment plant that will reduce Disinfection Byproduct creation water system to help meet more stringent EPA drinking water standards.

Requestor's Name: _____

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Public Works Date 9/1/2013

Level of Need: Urgent ☐ Essential ☐ Necessary ☒ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Remove underground fuel tank

Airport Terminal

Fund Name: Airport Reserve Fund

Account Name: _____

Account # 156-388

Estimated Cost: \$12,000

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Justification:

Remove existing underground fuel tank at Airport Terminal and install day fuel tank in mechanical room. Conversion to natural gas allows for abandonment of existing underground tank (eliminating long term liability associated with underground fuel storage tanks).

Requestor's Name: _____

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Public Works Date 9/20/2013

Level of Need: Urgent ☒ Essential ☐ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐ _____

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description New End Dump Truck

for Roads and Drainage

Fund Name: GF Reserves

Account Name: PW Fleet Reserve

Account # 152.383

Estimated Cost: \$135,000

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Justification:

Existing end dump is a 1982 Ford End Dump unit #156 which is worn out with heavy corrosion to the frame rails and body. This unit had 25,580 miles on it when the odometer was replaced with an hour meter and has 7206 hrs use since. A new truck will also allow us to spec in modern safety related items such as a Jacobs brake.

We will surplus out the above unit 156.

Requestor's Name: Hill / Wythe

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Public Works Date 9/1/2013

Level of Need: Urgent ☐ Essential ☐ Necessary ☒ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐ _____

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Mid-size pickup purchase

for Water/Sewer maintenance

Fund Name: Water and Sewer Reserve

Account Name: _____

Account # 215.378 / 215.379 (50%/50%)

Estimated Cost: \$26,500

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Justification:

Replaces undependable, high maintenance, 13 year old truck with over 100,000 miles used by water distribution/sewer collection system maintenance personnel.

Requestor's Name: _____

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Public Works Date 8/26/2013

Level of Need: Urgent ☐ Essential ☒ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title Building Custodian

Salary Range & Step 3 -A

Full-time ☒

Part-time ☐ Hours Per Year 2080

Request Other Than Personnel:

Description _____

Fund Name: _____

Account Name: _____

Account # _____

Estimated Cost: _____

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost

Justification:

With only two Custodians there is not enough time to properly clean the buildings. Maintenance fills in creating excess overtime. Building square footage and access has increased. Due to schedule limitations, cleanliness of buildings is not at desirable level especially in public areas and during flu seasons.

(Other ideas: Contract out some buildings (airport, library), or add two PT positions.

Requestor's Name: Mike Riley

Department Head Approval: Carey Meyer

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Public Works Date 8/26/2013

Level of Need: Urgent ☐ Essential ☒ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title Building Maintenance Tech I

Salary Range & Step 8 - A

Full-time ☒

Part-time ☐ Hours Per Year 2080

Request Other Than Personnel:

Description _____

Fund Name: _____

Account Name: _____

Account # _____

Estimated Cost: _____

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Justification:

The workload to maintain our new and older buildings is creating more maintenance labor requirements. Building maintenance is currently reactive to problems instead of being proactive to help help maintain buildings at a higher level. Building maintenance is under staffed when reviewing the nation comparsion information. Due to new background security checks, temporary hires may not be able to access HPD without an escort which is not feasible.

Other options include making current half time winter plowing position full time and gaining half time building maintenance capabiity.

Requestor's Name: Mike Riley

Department Head Approval: Carey Meyer

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Public Works Date 8/26/2013

Level of Need: Urgent ☐ Essential ☐ Necessary ☒ Desirable ☐

Request for Additional Personnel:

Position Title Parks Seasonal Temp

Salary Range & Step 2 - A

Full-time ☐

Part-time ☒ Hours Per Year 832

Request Other Than Personnel:

Description _____

Fund Name: _____

Account Name: _____

Account # _____

Estimated Cost: _____

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost

Justification:

This seasonal position was eliminated in the 2012 budget. Based on the need to catch up on deferred Park Maintenance and the additional efforts needed to maintain four new restrooms; re-establishing this position would improve Park maintenance and provide the additional new capacity needed to service and maintain the new and existing restrooms and provide the level of Parks maintenance the community has been provided in past years.

Requestor's Name: _____

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Public Works Date 9/20/2013

Level of Need: Urgent ☐ Essential ☐ Necessary ☒ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐ _____

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Snowplow and flatbed

For WTR/ SWR dept.

Fund Name: Sewer Reserve

Account Name: SWR RESERVES

Account # 215.379

Estimated Cost: \$9,600

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Justification:

This purchase is to install a snowplow and flatbed on Water and Sewers current unit #104,. The flat bed is needed for transporting large items that will not fit in a conventional bed. The slowplow will allow water/sewer operators to acess facilities during snow events. It could also be used as a back up for Public Work.

Requestor's Name: T.Cook

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Public Works Date 9/1/2013

Level of Need: Urgent ☐ Essential ☐ Necessary ☒ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Vehicle for New Project Manager

Fund Name: General & Water/Sewer Funds

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Account Name: _____

Account # 156.395 / 215.378 / 215.379

Estimated Cost: \$26,500

Justification:

Provides vehicle for new Project Manager.

Requestor's Name: _____

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Public Works Date 9/1/2013

Level of Need: Urgent ☐ Essential ☐ Necessary ☒ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Sewage lagoon improvements
(liner, discharge repairs)

Fund Name: Sewer Reserve Fund

Account Name: _____

Account # 256-379

Estimated Cost: \$16,500

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Justification:

Provides for renovation and repair of sewage lagoon liner and discharge piping.

Requestor's Name: _____

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Public Works Date 9/1/2013

Level of Need: Urgent ☐ Essential ☐ Necessary ☒ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Repaint 1995 JD410 Backhoe

Fund Name: General & Water/Sewer Funds

Account Name: PW & WTR/SWR RESERVES

Account # 156.395 / 215.378 / 215.379

Estimated Cost: \$10,000

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Justification:

Our 1995 JD410 Backhoe is 18 years old and needs to be repainted. This equipment is used for roads and water & sewer repairs.

1/3 each funding from GF, Water & Sewer Reserves.

Requestor's Name: _____

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Public Works Date 9/1/2013

Level of Need: Urgent ☐ Essential ☒ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Public Works Bldg Expansion

Fund Name: General Fund Reserve

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Account Name: 156-375

Account # _____

Estimated Cost: \$425,000

Justification:

Expands Public Work building to provide additional office/conference room capacity. Renovate existing heating and ventilation/improve

Requestor's Name: _____

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Port and Harbor Date 8-20,2013

Level of Need: Urgent ☐ Essential ☐ Necessary ☒ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐ _____

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Float sweeper

Fund Name: Harbor reserves

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost

Account Name: _____

Account # 456-380

Estimated Cost: \$5,000

Justification:

walk behind sweepers are used for snow removal, they do a much better job of cleaning the snow down to the deck which reduces that amount of ice build up that normally occurs with snow blowers.
This will give staff a dedicated sweeper for system 5 .

Requestor's Name: _____

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Port and Harbor Date 8-21, 2013

Level of Need: Urgent ☐ Essential ☐ Necessary ☒ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐ _____

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description _____

Fish Dock gratings

Fund Name: Port and Harbor reserves

Account Name: _____

Account # 456-380

Estimated Cost: \$25,000

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Justification:

This is a continuation of a long term project of replacing every grating on the dock.
We have completed approximately 2/3 of the gratings and hope to have them all replaced by the fall of 2014.

Requestor's Name: _____

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Port and Harbor Date 8-21,2013

Level of Need: Urgent ☐ Essential ☒ Necessary ☐ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐ _____

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description used 2 wheel drive vehicle

Fund Name: Port and harbor fleet reserves

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Account Name: _____

Account # 452-374

Estimated Cost: \$12,000

Justification:

This will replace the 1970 era Blazer that parking enforcement has been using on the Spit for the past three years.

Requestor's Name: _____

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Port and Harbor Date 8-21, 2013

Level of Need: Urgent ☐ Essential ☐ Necessary ☒ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐ _____

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Black Gold waste oil heater for the port maintenance shop

Fund Name: Port and Harbor reserves

Account Name: _____

Account # 456-380

Estimated Cost: \$15,000

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost _____

Justification:

this will allow maintenance staff to use the used oil collected from the harbor to help heat the maintenance shop building . We believe that this project will pay us back in energy savings withen three to five years.

Requestor's Name: _____

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Port and Harbor Date 8-21, 2013

Level of Need: Urgent ☐ Essential ☐ Necessary ☒ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐ _____

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Fish dock cold storage door replacement

Fund Name: port and harbor reserves

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost

Account Name: _____

Account # 456-380

Estimated Cost: \$15,000

Justification:

replacement of existing infrastructure , we should realize energy efficiencies from this improvement. In this project we will also upgrade the access control, to a card reader like is now on the dock cranes.

Requestor's Name: _____

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2014

Requesting Department Port and Harbor Date 8-21, 2013

Level of Need: Urgent ☐ Essential ☐ Necessary ☒ Desirable ☐

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time ☐ _____

Part-time ☐ Hours Per Year _____

Request Other Than Personnel:

Description Maintenance cameras for the

Fish Dock

Fund Name: Port and Harbor reserves

(FINANCE DEPT WILL COMPLETE)

5101 Permanent Employees _____

5102 Fringe Benefits _____

5103 P/T Employees _____

5104 Fringe Benefits P/T _____

5105 Overtime _____

Total Personnel Cost

Account Name: _____

Account # 456-380

Estimated Cost: \$15,000

Justification:

This project will assist staff in managing what is a 24/7 operation on the fish dock. during hours when staff aren't present to observe and direct activities on city property. Or as in the case of damage , cameras will aid staff in assigning repair costs to the responsible parties.

Requestor's Name: _____

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

2014 Proposed Budget Amendment Form

Department Number:

[illegible]

Rationale:

Requested By: _____

Prepared By: _____

Jo Johnson

From: Bill Butler <butler@alaska.net>
Sent: Wednesday, December 04, 2013 10:50 AM
To: Department Clerk
Subject: missage to Council

Homer City Council

I would respectfully ask that you consider as much possible to restore funding for the Pratt and Homer Foundation. The Pratt, Arts Council, CACS among others, have valuable programs for kids of all ages. We hear so much about finding things and opportunities for them and there is research that shows that when they participate in these activities, they are less likely to use drugs and get into other trouble.

When these organizations try for grants, it is usually necessary to show that they have some support from the City.

I know it is difficult to allocate limited funds, but I would greatly appreciate anything you can do in this regard .

December 3rd 2013

DEC - 4 2013

Honorable Mayor Wythe, members of the Council:

I am writing to implore your continued support of the Arts, Recreation and Culture in Homer. I am a lifelong resident of the area and can tell you that I have seen that the youth that are involved in the Arts and recreation of our area are healthier people. I see it, I live it and I support it via hundreds of hours of volunteering and event attendance. Supporting the Arts, Culture and Recreation is a public safety issue. The US Department of Justice reports that arts and recreational opportunities for youth reduce crime and stabilize public safety. If our city is concerned about anything I would pray it is the health and safety of our youth.

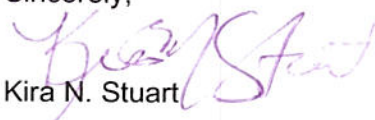
Your continued small investment in the Arts, Recreation and Culture in the Homer area while "smart" for economic reasons, is also incredibly vital for the health, happiness and vitality of our community. All Homer Arts, Culture and Recreation organizations foster achievement and opportunity for Homer's youth through programs ranging from school tours to Artist in Schools, school assemblies and after-school programs. According to research, students who participate in the arts are significantly less likely than nonparticipants to drop out of school, be arrested, use drugs, or engage in binge drinking (<https://www.ncjrs.gov/pdffiles1/ojjdp/178927.pdf>).

Homer's Arts, Recreation and Culture sector is not asking for the City to pay for our services. We are simply asking that the small investment the City makes continues, so that we may continue to leverage the larger funds upon which we depend. City support is essential for this sector to attract more dollars.

We are willing, as users and providers, to share the cost burden of investing in Arts, Recreation and Culture. Please join us, the people of the community.

Sincerely,

Kira N. Stuart



Jo Johnson

Mayor C/C
12/04/13
JS

From: Beth Trowbridge <beth@akcoastalstudies.org>
Sent: Wednesday, December 04, 2013 10:23 AM
To: Department Clerk
Subject: For City Council Packet - Support for Non-Profits

Dear City Council Members

I am writing today to encourage you to rethink the removal of the \$19,000 allocation to the Homer Foundation for dispersal to non-profits through the City of Homer grants program. As you are well aware, the non-profits in Homer provide an invaluable service to the community of Homer. Our collective efforts provide valuable services to the growing population and directly contribute to the quality of life that so many of our residents boast about. Support of non-profits by the city shows that you believe there is a direct benefit of our service to the community.

Your support, no matter how small, is very important to non-profits, like the Center for Alaskan Coastal Studies, because it can leverage funds from other foundations and funding agencies, many of whom require that we show community support for our services. For example, CACS was able to secure \$270,000 in support from the Rasmuson Foundation and the Murdock Charitable Trust for the construction of a much needed new dock at the Peterson Bay Field Station, largely due to the fact that we were able to show support for our organization from the community and city of Homer.

CACS has been the recipient of a grant from the City of Homer for as long as I have worked with the organization (over 12 years) and this support has helped us continue to provide programs to the community, especially during the time of year when we are typically unable to generate much of our own revenue. We are fortunate that, as a non-profit, we are able to produce almost 50% of our budget from our own revenue producing programs, but we still rely on grants, donations and contributions to make up the remaining portion of our budget. We are trying to keep quality staff on board year round to provide services to the community.

CACS provides quality hands-on outdoor experiences for virtually every 4th and 5th grader in Homer and in the outlying areas. We bring students from all over the Kenai Peninsula to Homer to learn about the area – many of which also participate in programs offered by the Pratt Museum and the Islands and Oceans Visitor Center. Some overnight in local hotels, most shop at our local grocery stores. We serve over 1500 students in a six weeks period in April and May. Research has shown that children's time spent outdoors increases physical activity, healthy development, and overall well-being. There are also strong links to improvements seen on standardized tests and in other classroom settings.

CACS provides many year-round opportunities to residents of Homer through our various programs conducted at our Headquarters building off Lake Street and the Wynn Nature Center – most of which we offer as a free service to the community in order to promote healthy living, quality of life and stewardship of our community and its surroundings. We offer many other valuable opportunities in the spring and summer with the additional use of our Peterson Bay Field Station and a yurt on the Homer Spit.

Homer non-profits work collaboratively and we are always looking for ways to partner, share resources and contribute to a positive collective impact on the community. Support of our efforts by the City of Homer shows the community that you believe in the services that are provided to your citizens and that

they have value to their well-being. Most of us operate on shoe-string budgets and make the most of our resources including the heavy reliance on volunteers. When you support us – you support the community on many, many different levels.

Please consider reinstating the \$19,000 allocation to the Homer Foundation and increase your support of the Pratt Museum, an valuable asset to the Homer community.

Thank you,

Beth Trowbridge, Executive Director

Center for Alaskan Coastal Studies

December 4, 2013

Beth Wythe, Mayor
Homer City Council Members
City of Homer
491 East Pioneer Avenue
Homer, Alaska 99603

DEC - 4 2013



Dear Madam Mayor and City Council Members,

Homer Arts, Culture and Recreation Sector promotes Homer's economic, educational, environmental, mental and social health through dynamic year-round services. Collaborative efforts to strengthen our community for the well-being of our citizens, especially youth and families, has been recently identified as a top priority for collective impact in Homer's broad-based SKP-MAPP partnership of over 40 local organizations. At the last City Council meeting, thanks to the collaborative efforts of HACA and ReCreate Rec, \$35,000 was allocated for a needs assessment of Homer's Arts, Recreation and Culture. This is a very productive step towards the health and wellbeing of our community on every level from economics to safety.

We are asking you as this City's leaders to:

- 1) Support the decision to fund the needs assessment of Homer's Arts, Recreation and Culture and
- 2) Reinstate the funding for the Pratt Museum and Homer Foundation.

- Supporting the Arts, Culture and Recreation is a public safety issue. The US Department of Justice reports that arts and recreational opportunities for youth reduce crime and stabilize public safety.
- According to research, students who participate in the arts are significantly less likely than nonparticipants to drop out of school, be arrested, use drugs, or engage in binge drinking. (<https://www.ncjrs.gov/pdffiles1/ojjdp/178927.pdf>)
- All Homer Arts, Culture and Recreation organizations foster achievement and opportunity for Homer's youth through programs ranging from school tours to Artist in Schools, school assemblies and after-school programs.
- Supporting the Arts makes good economic sense. Homers Arts, Culture and Recreation Sector markets Homer through a myriad of programs and services for the greater economic good. These programs attract, retain and circulate dollars in Homer's economy.
- People visit Homer inspired by the array of services and opportunities in Arts, Culture and Recreation. While the visitor industry is a cornerstone of Homer's economy, the year-round activity of Homer's culture sector serves and sustains Homer residents who stimulate our economy especially during long winter months.

Homer's Arts, Recreation and Culture sector is not asking for the City to pay for all of our services. We are simply asking that the small investment the City makes continues, so that we may continue to leverage the larger funds upon which we depend. City support is essential for this sector to attract more dollars.

We are willing, as users and providers, to share the cost burden of investing in Arts, Recreation and Culture. We believe that participating and advocating for City support strengthens our service and, ultimately our community.

Thank you,
Homer Arts and Culture Alliance

Bunnell Street Arts Center, Homer Council on the Arts,
Kachemak Bay Campus of KPC, Kenai Peninsula Orchestra,
Pier One Theatre, Pratt Museum

*Mayor c/c
12/04/13
J*

Jo Johnson

From: Neil Wagner <akneilwagner@gmail.com>
Sent: Wednesday, December 04, 2013 8:35 AM
To: Department Clerk
Subject: In support of non-profit funding

To the honorable mayor and city council of Homer:

Please reconsider your decision to cut funding to the local Homer Non-Profit fund and the Pratt Museum.

These organizations provide many year around jobs and services to the city of Homer that make it such a special place. The "Quality of life" the non-profits bring to Homer is the reason we have a growing local vibrant community. Please consider this investment, -a small part of your budget, as seed money, that will grow and return your investment many times over.

Please reinstate this funding.

Thank you for all you do
Sincerely
Neil Wagner

--

JIM & RUTH LAVRAKAS

DEC - 4 2013

December 4, 2013

Dear City Council,

We'd like to advocate the full funding be reinstated to the budget to support the Pratt Mueum in 2014.

The Pratt is too valuable to the economy of Homer and the residents of Homer to be lacking full support from the City. It is a major contributor to the quality of life in our town, and it's notoriety and exciting pprograms bring a steady stream of visitors here, and that helps drive our economy.

Homer is known throughout Southcentral as an artist community. The Pratt reinforces that unique characterization, and that helps brand our town as an important destination for arts and culture lovers.

Thank you for taking another look at restoring the full funding to one of Homer's longtime gems.

Jim & Ruth Lavrakas

152 Mountain View Drive / #3

Homer, AK 99603

Mayor's C
12/04/13
[Signature]

Jo Johnson

From: Nancy Levinson <kenaicats@gci.net>
Sent: Tuesday, December 03, 2013 9:53 PM
To: Department Clerk
Subject: Budget cuts

TO: THE MAYOR OF HOMER AND CITY COUNCIL MEMBERS

FR: NANCY LEVINSON
Pratt Museum Volunteer

I was shocked to hear that once again the Homer City Council is moving to cut funds from both the Pratt Museum and The Homer Foundation.

I have been a volunteer at the Pratt since 1991 and I know how hard the staff works (and they don't get fancy salaries and benefits) to provide this community with art, science, and cultural programs that help us better understand ourselves and the world we live in from pre- school through adult. The Pratt was founded as a Community Museum.

Grants may fund many special programs, but unless the community pays the basics to keep lights on and doors open to serve visitors, there is no leverage to obtain grants and, ultimately, no museum. The Homer Foundation, too, needs a show of City support to assure donors that this is a community effort.

Many programs and organizations based in the arts, sciences, and culture offer programs that attract young people and keep them busy and interested and learning new skills instead of drifting on the street. This nurturing of young talent is a special gift to the community and we need to support those who do the nurturing.

Homer is a vibrant community, full of art, science and creativity that invites people to visit and, having visited, makes them want to live here. To cut funds to two cornerstones of this vibrancy is like slapping ourselves in the face.

Thank you for your consideration.

Jo Johnson

Mayor G/C
12/04/13
J

From: Ken Landfield <ken@ak.net>
Sent: Tuesday, December 03, 2013 5:44 PM
To: Department Clerk
Subject: funding

Dear Mayor and Council members,

As a Board member of Pier One Theatre, a partner in HACA and a longtime Homer citizen, I'd like you to know of my support of the needs assessment allocation and my appreciation of your support, and would also ask that you reconsider the cuts made to the Pratt Museum and the Homer Foundation.

I understand the need to prioritize limited funds, as well as your frustration with increasing requests and decreasing revenues. I can only empathize.

I would like to suggest, however, that the arts and culture of Homer are not frills but integral parts of the fabric of our community. There is more to Homer than the view and the fish. We are known as a center, a haven of art and culture. It brings visitors to town; it puts us on the map; it attracts new tax-paying residents. Think, for just a moment, what your town might look and feel like without the art and culture we've come to take for granted. Please also consider that art and culture is not only wholesome recreation; besides being an economic engine, it also is a matter of health and safety. Keeping our young people engaged and creating, and recreating, can only benefit us all. I hope you all got to experience the Quixotic shows that HCOA recently brought to town, with Mica Thomas, their associate artistic director and an alumnus of Pier One's youth theatre and technical programs.

Homer, I think we can all agree, is a very special place. Thank you for continuing to help keep it that way.

Ken Landfield

Sent from my iPad

*Mayor c/c
12/04/13
B*

Jo Johnson

From: Betsy Webb <bwebbalaska@gmail.com>
Sent: Tuesday, December 03, 2013 5:25 PM
To: Department Clerk
Subject: Nonprofit Support

To the Homer Mayor and City Council Members:

It is incomprehensible to me how the City of Homer, home to nonprofits beloved by so many and admired mightily as a model for community vitality, continues to whittle away at its support of our social, cultural and educational venues. With this kind of thinking, we should be ashamed of ourselves for the bragging rights we so amply apply when characterizing and marketing our town!

Yours respectfully, sort of, Betsy Webb

--

Betsy Webb
40015 Waterman Road
Homer, Alaska 99603
bwebbalaska@gmail.com
(907) 235-6077 landline
(907) 299-0938 iphone

Mayor & CC
12/03/13
J

Jo Johnson

From: Shannon McBride-Morin <shannon@alaskawildernesslodge.com>
Sent: Tuesday, December 03, 2013 1:41 PM
To: Department Clerk
Subject: Support Needs Assessment and Art and Culture in Homer -

Dear Mayor and City Council Members:

Thank you for your work on behalf of the City of Homer, and the greater community. I ask your support for the needs assessment of Homer's Arts, Recreation and Culture, and I respectfully request that the funding for the Pratt and the Homer Foundation be reinstated.

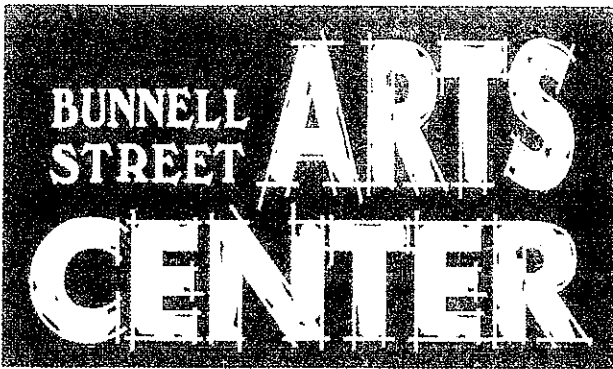
I along with many other members of our community, believe in this importance and are willing to pay for the services we receive. Yes, we must balance the budget, and yes we must pay for services. Homer's Arts, Recreation and Culture sector is not asking for the City to pay for our services. We are simply asking that the small investment the City makes continues, so that we may continue to leverage the larger funds upon which we depend. City support is essential for this sector to attract more dollars.

We are willing, as users and providers, to share the cost burden of investing in Arts, Recreation and Culture. We believe that participating and advocating for City support strengthens our service and, ultimately our community. I support these issues based on quality of life, public safety and healthy communities for our kids and families and for all. Kids involved in the arts, in sports and rec, in the community are less likely to do drugs, become involved in crime and land in jail. Let's continue to focus on keeping Homer kids and families involved in Arts, Culture and Rec opportunities that make our community safer, higher achieving, and on a good economic base! Supporting the Arts and Rec makes good economic sense - local programs attract, retain and recirculate money in our community.

I was born and raised on Kachemak Bay, went away to college and work outside, and came home to raise my family in large part for the quality of life we have in Homer. I manage our family business across the bay, and work with hundreds of guests of our each summer who come to Alaska, spend time and money in Homer on their way to and from our Lodge, and are attracted to Homer by the Art and Culture of our community. Our guests are high end traveling here from Outside, they spend a few days in Homer and spend a lot of money in town which then recirculates around the community, and this money stays in the community. Without the thriving arts, the Pratt Museum, the thriving culture and quality of life, Homer would not attract and retain this type of outside visitor who stays and spends money in our community. Thank you for your public service, and for your work to make Homer an even better community to live, to run a small business, to grow and raise our families.

Happy Holidays!

Shannon McBride-Morin
Kachamak Bay Wilderness Lodge



106 west Bunnell, Suite A
Homer, AK 99603

www.bunnellstreetgallery.org

Asia Freeman, Art/Exec. Director

asia@bunnellstreetgallery.org

"nurturing and presenting innovative art of
exceptional quality in all media for diverse
audiences since 1994"

DEC - 3 2013

December 4, 2013

Dear Mayor and City Council Members,

I am writing in support of City of Homer's full allocation of funds requested by the Pratt Museum the Homer Foundation. Cuts to these organizations will greatly impact the ability of these organizations to serve the public. I am also writing to express my support for an assessment of Homer's Arts, Culture and Recreation sector. I firmly believe that support for this sector is key to Homer's educational, environmental, mental and social health.

Collaborative efforts to strengthen our community for the well-being of our citizens, especially youth and families, has been recently identified as a top priority for collective impact in Homer's broad-based SKP-MAPP partnership of over 40 local organizations. At the last City Council meeting, thanks to the collaborative efforts of HACA and ReCreate Rec, \$35,000 was allocated for a needs assessment of Homer's Arts, Recreation and Culture. This is a very productive step towards the health and well being of our community on every level from economics to safety.

*Supporting the Arts, Culture and Recreation is a public safety issue. The US Department of Justice reports that arts and recreational opportunities for youth reduce crime and stabilize public safety.

*According to research, students who participate in the arts are significantly less likely than nonparticipants to drop out of school, be arrested, use drugs, or engage in binge drinking. (<https://www.ncjrs.gov/pdffiles1/ojjdp/178927.pdf>)

*All Homer Arts, Culture and Recreation organizations foster achievement and opportunity for Homer's youth through programs ranging from school tours to Artist in Schools, school assemblies and after-school programs.

*Supporting the Arts makes good economic sense. Homers Arts, Culture and Recreation Sector markets Homer through a myriad of programs and services for the greater economic good. These programs attract, retain and circulate dollars in Homer's economy.

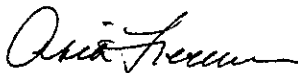
*People visit Homer inspired by the array of services and opportunities in Arts, Culture and Recreation. While the visitor industry is a cornerstone of Homer's economy, the year-round

activity of Homer's culture sector serves and sustains Homer residents who stimulate our economy especially during long winter months.

Homer's Arts, Recreation and Culture sector is not asking for the City to pay for our services. We are simply asking that the small investment the City makes continues, so that we may continue to leverage the larger funds upon which we depend. City support is essential for this sector to attract more dollars.

We are willing, as users and providers, to share the cost burden of investing in Arts, Recreation and Culture. We believe that participating and advocating for City support strengthens our service and, ultimately our community.

Thank you,



P.S More on how is support of the Arts and Recreation a public safety issue...Here are some interesting statistics showing how art and recreation lower crime, dropout rates, behavioral problems and more. It's significantly cheaper than the alternatives. Here are the facts: In the STARS program in Florida, an arts intervention program for troubled youth. The cost is \$850 per youth per year—compared with as much as \$28,000 per youth in the typical juvenile boot camp.

Let's look at the Outcome of the STAR program: At the start of the STARS Program, 75% of the children were making less than a C average; now 80% are making a C average or better. Since the program's inception, juvenile crime has dropped 28%, and for youth ages 11 and 12, the rate of recidivism has dropped 64%.

In Washington there's the Experimental Gallery. Their goal is to teach responsible citizenship through the arts and the humanities. Their program offers workshops in creative writing, painting, drama, graphic design, sculpture, and videography are led by community artists and humanities scholars. The Outcome of the Experimental Gallery: students in the Experimental Gallery overcome their behavioral problems by 75% and are 50% less likely to commit another crime.

In the words of Richard Romley, Maricopa County District Attorney in Arizona, "As a prosecutor, I know that crime prevention pays far greater dividends than prosecution. To this end, I make RICO funds available to after-school arts and social programs for at-risk children that stimulate imagination, develop skills and contribute to character development. Children whose hearts and minds are nourished and challenged in wholesome ways—such as by art, dance, theater, and sports—are much less likely to succumb to the lure of crime."

*Mayor & C
12/03/13
J*

Jo Johnson

From: Donald Bradley <bradleys.ak@gmail.com>
Sent: Tuesday, December 03, 2013 2:30 PM
To: Department Clerk
Subject: Budget Funding request

Dear City Council,

I support reinstating the funding for The Pratt Museum and Homer Foundation.

Please reconsider this decision. I support the year round tax on groceries for funding non profits.

Thank you,
Donald Bradley Jr.

M. Johnson
12/03/13
8

Jo Johnson

From: Donald Bradley <bradleys.ak@gmail.com>
Sent: Tuesday, December 03, 2013 2:45 PM
To: Department Clerk
Subject: Funding reconsider!!!

Dear Homer City Council,

I am asking you to reconsider funding for the Pratt Museum and the Homer Foundation.

I cannot think of a more important use of our money than to support these two organizations. . No child goes to school here without benefiting from the programs the Pratt Museum provides. Few visitors to Homer leave without spending a few minutes at the Pratt Museum. Grants are getting harder and harder to obtain in this economy. Please reconsider your support for them and our community.

I support a tax of some kind to support this fund.

Thank you,
Tammy Bradley

Mayor c/c
12/03/13
J

Jo Johnson

From: Shirley Timmreck <timmreck@gci.net>
Sent: Tuesday, December 03, 2013 12:32 PM
To: Department Clerk
Subject: Support for the Pratt

The stunning exhibits and displays at the Pratt answer the question: What IS Homer? Why should we visit Homer? Or even live there? Homer is not only a center for visual art but one that reaches out to bring to all who come here to live or visit or just passing through, the opportunity to see the greatness of ALASKA captured in all the amazing displays, collections gathered by its people. Homer has slowly but surely become well known in far distant places....Thanks to the work and devotion of those who work there and to the continued investment of time and love for Alaska all who can give support should be honored to participate.....most especially those with the power to do so. The Pratt is unique, and I feel in many ways...the Pratt is part of the heartbeat of this little hamlet by the sea that kept me here after one visit...for 32 years. There is no place like HOMER!

Shirley Timmreck

Mayor C.C.
12/03/13
JR

Jo Johnson

From: Melisse Reichman <dylieog@earthlink.net>
Sent: Tuesday, December 03, 2013 12:27 PM
To: Department Clerk
Subject: keep the Arts alive in Homer

Please fund the needs assessment of Homer's Arts, Recreation and Culture. It is VITAL to Homer to reinstate funding for Homer Foundation and the Pratt Museum. This town is so many things to so many people. The arts are a critical component of this town.

Both visitors and year round Homer residents are attracted to this town because of the arts Homer has to offer. Without support of the arts, this town will be quite a different and much less attractive place. The economy will suffer and Homer will make unfortunate critical changes.

Melisse Reichman

Margaret
12/03/13
R

Jo Johnson

From: Ruby Haigh <jarsofclay@alaska.net>
Sent: Tuesday, December 03, 2013 11:21 AM
To: Department Clerk
Subject: Reinstate Funding for Homer Foundation

Hello City Council,

Several years ago I did a Artist in the Schools Residency at Paul Banks. The kids all worked together to make a mural of Paul Banks Peanut Gallery. It was a project much bigger than each individual student and had the wonderful effect of creating a healthy and strong community spirit. The kids that participated (over 200) each have a deeper understanding of now being personally invested in this community. They come back with pride each year and show others the work that they did. Each of their creations put together made a lasting instillation of pride in their community. This experience early in their lives has created in them a personal love and responsibility for their community. These types of positive experiences grow our community!

Please reinstate the funding for the Homer Foundation, so that the many programs it offers will help our community of citizens give their best to Homer. Let us not depend punitive measures to keep young people positively involved in our community. Let's work together to raise up our children to be strong, proud and giving members to our community, by offering programs that use our local resources and talents.

Let's continue developing strong community spirit in our children. Please reinstate funding for the Homer Foundation.

Ruby Haigh

Jars of Clay Pottery

299-6118

Mugore G/C
12/03/13
A

Jo Johnson

From: David B Thomas <dthomas@alaska.net>
Sent: Tuesday, December 03, 2013 9:35 AM
To: Department Clerk
Subject: In support of the arts and culture in Homer

Dear City Council members:

Unlike most people who are contributing their thoughts to your budget discussions, we do not live in Homer, we live in Kenai. We often ask ourselves "Why?" when you have the better views, more culture, and better restaurants and the short answer is the more specialized medicine that is practiced in the Central Peninsula.

We do, however, come to Homer one or two times a month, the last times being for the Pratt Museum's annual Ritz fundraiser held at Wasabi's and the simulcast of the Met Opera at the theater. We will be down in Homer next this Saturday for the Nutcracker and crafts fair - something we do every year, and then again the following week for a meeting at the Pratt.

We almost always eat out, sometimes stay at Bunnell Street Gallery's or another B&B, and often shop at Homer Jeans, the toy store, or one of the art galleries in town.

Perhaps more significantly, when we have friends, relatives or medical students/residents visiting us in Kenai/Soldotna, we advise them to make a day or overnight trip to Homer for the views, the food, the art, and suggest they visit the Pratt and Islands & Oceans.

I encourage you to support the arts and culture in your budgetary process as it benefits people beyond Homer, brings South-Central residents and their visitors to Homer outside of the summer season, and that in turn helps Homer merchants, and through sales taxes, the City's finances. Supporting the arts and culture in Homer is something we do ourselves, volunteering hundreds of hours and donating a few thousand dollars each year to the Pratt and in support of extracurricular opportunities for elementary- and middle-school students from throughout the district.

Sincerely,

David Thomas, PE
Kristin Mitchell, MD

Manager c/c
12/03/13
J

Jo Johnson

From: Walker, Coowe (DFG) <coowe.walker@alaska.gov>
Sent: Tuesday, December 03, 2013 9:01 AM
To: Department Clerk
Subject: City support for Arts and Culture

Dear City Council Members,

I urge you to reconsider the City's budget to restore funding to the Homer Foundation and the Pratt Museum, and I also commend you and encourage your full support of the recreation needs assessment. Our community is a great place to live and raise a family in large part because of these opportunities. Many people choose Homer to live in because of this, and having people choose to live here provides opportunities for the many small businesses that make our community thrive. Please make the right choice and keep funding for all of our arts and recreation organizations in Homer.

Thank you for your consideration.
Sincerely,

Coowe Walker

*Kachemak Bay Research Reserve
95 Sterling Highway, Suite 2
Homer, AK 99603
907-226-4651
www.kbrr.adfg.alaska.gov*

P.O. Box 2994
Homer, AK 99603

December 2, 2013

Homer City Council
Homer AK 99603

DEC - 3 2013

One of the unique aspects of Homer's community and economy is the extent to which our non-profits contribute to the image tourists have of Homer. For many, the arts and the Museum are why they visit here. We are truly fortunate to have both an award-winning Museum and a highly recognized Arts Community. Without these and other non-profits, Homer would be a much different and less attractive community for visitors.

Cutting \$20,000 from the Pratt Museum and \$19,000 from the Homer Foundation, which supports a wide variety of non-profits just as an emerging collaborative effort is trying to create a year-round schedule of amazing activities that will help grow year-round tourism, is short-sighted.

Homer has a very serious drug and alcohol problem among our youth. The collaboration of other groups to develop additional education, recreation, health, and artistic opportunities will help address the needs of youth crying out for more activities. Developing collaborations are less expensive if they are pro-active programs that will engage youth, whether it be in a program at the Pratt, an art class or acting class or a play, or simply an innovative recreational program that brings in youth that have not previously engaged. Engaged youth are less inclined to get in trouble. Local residents have spent much time working on these ideas and need the monetary support from the City to provide the services, most of which will be shouldered by volunteers. What more cost effective way could the City spend its money to provide these programs?

These are not huge expenditures, but funding them will have a significant impact in our community helping implementation of visionary new ideas. Please do not make a decision that will kill this exciting new collaborative effort that will benefit Homer in so many ways, from reducing costs on youth problems to increasing revenue to local businesses from increased year-round visitation. This investment is returned to the community through matching grants that both the Pratt and the Homer Foundation will be able to attract based on City of Homer support.

I urge you to restore the \$20,000 for the Pratt and \$19,000 for the Homer Foundation. It is an investment that will pay dividends to the whole community in many ways for years to come.

Sincerely,

Nina Faust

Nina Faust

Mayone 4c
12/03/13
J

Jo Johnson

From: Homer Ocean <homer.ocean.charters@gmail.com>
Sent: Tuesday, December 03, 2013 7:34 AM
To: Department Clerk
Subject: Funding

Please restate funding for the Pratt Museum and Homer Foundation at the same level as last year. Both organizations leverage a great deal of money for the local economy and provide services vital to our citizens quality of life.
Diane Borgman

Sent from my iPhone

Mayor cc/c
12/03/13
J

Jo Johnson

From: Skywalker Payne <skywalkerstoryteller@gmail.com>
Sent: Monday, December 02, 2013 9:00 PM
To: Department Clerk
Subject: Please Fund the Arts in Homer

Dear Mayor and City Council Members:

I am aware of the challenges you face in creating a balanced budget for Homer and that you have to make fair allocations of limited funds. However, I am writing in support of returning the \$20,000.00 in funding for the Pratt Museum and \$19,000.00 for the Homer Foundation. I am aware that you budgeted \$35,000.00 for a needs assessment - but to me that money would be better spent on serving the above institutions that have obvious funding needs rather than paying someone outside of the arts community to state the obvious.

Although, I am a new resident of Homer, what encouraged me and my husband to move here was that Homer has a thriving arts community, as we are artists. We have benefited from activities at the Bunnell Street Art Center and found the Pratt Museum, not only educational, but a creative and beautiful environment. I do not know the facts about the needs assessment or why it should cost so much money. I would think that the Homer Arts and Culture Alliance and other arts organizations could solicit volunteers to do a lot of the informational gathering for such a needs assessment and that its cost could be reduced to a few thousand dollars. Then the money taken from the Pratt Museum and the Homer Foundation could be returned without greatly impacting Homer's overall budget.

As leaders of Homer, you are more than aware of the social, financial, cultural, and educational benefits a thriving arts community brings to Homer. I trust that you will be able to find the funds to help it continue to flourish.

Sincerely,

Skywalker Payne, RN

Writer, Storyteller

<http://www.skywalkerstoryteller.com>

Homer, Alaska

Have you read The Ultimate Wonder, World Stories Illuminating Death?

*Mayor c/c
12/03/13
J*

Jo Johnson

From: Christina Whiting <alaskachristina@gmail.com>
Sent: Monday, December 02, 2013 10:55 PM
To: Department Clerk
Subject: Supporting the decision to fund the needs assessment of Homer's Arts, Recreation and Culture

I support the decision to fund the needs assessment of Homer's Arts, Recreation and Culture and request that the funding for the Pratt Museum and Homer Foundation be reinstated.

Homer is considered one of the Top 100 art towns in the United States. The Pratt Museum is the only award-winning natural history Museum on the Kenai Peninsula. Supporting the Arts, Culture and Recreation sectors makes good economic sense and supports our community.

These are precious aspects of our unique community that need to be nurtured and upheld.

As one of Homer's artists who got her start here in Homer and as someone who is invested in the local arts, recreation and culture scene, I'm asking that the City continue the small investment to these sectors.

I believe that advocating for City support strengthens our service and ultimately our community.

Christina Whiting

--

I do not intend to tiptoe through life only to arrive safely at death.

Christina Whiting
Writer, Photographer, Artist, Adventurer
907-435-7969
Homer, Alaska
Blog: tinastraveltales.blogspot.com
Website: christinawhitingphotography.com
Facebook: Christina_Whiting
Twitter: @AlaskaChristina
Skype: christina_whiting
Facetime: Christina Whiting

Mayer c/c
12/03/13
R

Jo Johnson

From: Deborah D Boege-Tobin <ddtobin@kpc.alaska.edu>
Sent: Tuesday, December 03, 2013 5:24 AM
To: Department Clerk
Subject: Request that support for Pratt Museum and Homer Foundation be reinstated

Dear City Clerk and City Council Members,

Please reinstate funding for the Pratt Museum and the Homer Foundation! As a parent with a 9 year old child, we often use the art and cultural services provided by the Pratt Museum, Homer Council on the Arts, and other services provided to our wonderful community via the Homer Foundation.

Not only would my son be terribly sad if he could not participate in Bluegrass Camp each summer, but I am nervous by the thoughts of what activities he might pursue instead as he ages into a teenager in our town. Supporting the Arts, Culture and Recreation is a public safety issue. The US Department of Justice reports that arts and recreational opportunities for youth reduce crime and stabilize public safety. According to research, students who participate in the arts are significantly less likely than nonparticipants to drop out of school, be arrested, use drugs, or engage in binge drinking.

I firmly believe and have seen first hand the wonderful opportunities our school children (and us adults) have benefited from through in-school and after-school programs, such as the recent Quixotic performances and activities associated with the tours presence in our town. All Homer Arts, Culture and Recreation organizations foster achievement and opportunity for Homer's youth through programs ranging from school tours to Artist in Schools, school assemblies and after-school programs.

Finally, supporting the Arts makes good economic sense. Homers Arts, Culture and Recreation Sector markets Homer through a myriad of programs and services for the greater economic good. These programs attract, retain and circulate dollars in Homer's economy. People visit Homer inspired by the array of services and opportunities in Arts, Culture and Recreation. While the visitor industry is a cornerstone of Homer's economy, the year-round activity of Homer's culture sector serves and sustains Homer residents who stimulate our economy especially during long winter months.

Homer's Arts, Recreation and Culture sector is not asking for the City to pay for our services. We are simply asking that the small investment the City makes continues, so that we may continue to leverage the larger funds upon which we depend. City support is essential for this sector to attract more dollars.

I am more than happy to continue contributing financially to these wonderful services provided to our amazing community by the Pratt Museum and the Homer Foundation. Why aren't all of you? Won't you please reconsider reinstating their

budgets, if not find them further financial support? Thank you very much for your time and consideration.

Sincerely,

Debbie Tobin

Deborah Boege-Tobin, PhD
Associate Professor of Biology
University of Alaska Anchorage
Kenai Peninsula College - Kachemak Bay Campus
533 E. Pioneer Avenue
Homer, AK 99603 USA

907.235.1607 (office) 907.299.8380 (cell)

Please consider the environment before printing this email - Thank you!

Mayor's C/L
12/02/13
J

Jo Johnson

From: Rowell Linda and Kenneth <lrowell@xyz.net>
Sent: Sunday, December 01, 2013 11:18 AM
To: Department Clerk
Cc: dconverse@prattmuseum.org
Subject: Pratt funding

As property owners in Homer and an advocates of the Pratt, we urge you to restore full funding to this amazing award winning institution.

Small communities need to foster the organizations that provide educational opportunities for all of its citizens, that bring non residents to the community to bolster the economy, and that preserve the history and culture of the area for the future. The Pratt does all of these things for Homer and its citizens. An extremely competent, moderately compensated staff provides excellent programs and exhibits with a limited budget, much of which is provided by grants that they work hard to obtain. Competition for such grants requires that the requesting organization show community support.

Please demonstrate your continuing support for this unique community gem by providing more funding.

Ken and Linda Rowell

Karen Shemet
40168 Alpenglow Circle, Homer

NOV 27 2013

Greetings Members of the Homer City Council!!!

If the sales tax comes in higher, please use that extra funding to support a Full Time Youth Services (Children's) Librarian at the Homer Public Library in the 2015 budget.

Our community badly needs this position fully funded. Homer's children and community would greatly benefit from it.

Children's library usage is up, justifying the demand for more hours and funding devoted to youth services especially because:

with the Boys and Girls Club closed, many more children are at the library

story hour participation has climbed 10% each year for the past 2 years running and is very crowded

many young children don't attend preschool and need the resources and support a Children's librarian provides to be school ready

parents of children often need help choosing developmentally appropriate materials, and

childrens' special programs are very well attended and often full.

My 2 children have attended many of the enrichment activities offered by the library and the quality of the special programs is top notch. The comic book author of "Meanwhile" Jason Shapinga and the Yo Yo man inspired my twelve-year old son. My teenage daughter has taken photography and film making workshops and increased her creative capacity while working in a group. This type of excellent programming would be enhanced by the increase of funding to a full time position.

In addition, research on providing rich and supportive early learning experiences to young children pays in big ways by keeping kids development on track, keeping them off the streets so they become productive members of society and therefore they are kept out of the correctional system. Libraries are a very cost-effective investment in a healthy community, one with both current and long term benefits.

If you need to reinstate the year round food tax or other taxes to do this, I will support that.

Thank you!!!

Nancy M. Livingston
12/02/13
J

Jo Johnson

From: Nancy Livingston <nlivings@mail.sdsu.edu>
Sent: Saturday, November 30, 2013 3:39 PM
To: Department Clerk
Subject: Restore Funding for the Pratt Museum

To: City Council of Homer

From: Dr. Nancy M. Livingston
Docent-Volunteer - Pratt Museum

Please restore funding for the Pratt Museum so that the City Government and the Pratt Museum remain integrated conduits on a local museum which has, for many, many years, favorably and significantly impacted the individual and local community in the cultural, social, educational, and historical realms of your region.

The Pratt Museum, as are all large and small museums, has an established reputation as a key supporter for the exhibit of art, cultural events, educational programs, and being a repository of valuable artifacts. It is highly supported by volunteers...who in turn, represent the Museum in participating at Community funded events; and reciprocally returns monies back to the community, both directly and indirectly from repeat draws of visitors from Inside and Outside who spend money within the town; and is a stellar marker of cultural pride and place in the local and broader KPB region.

I have been a docent/volunteer in the Museum Store for over four years, and am a POPS member. My husband and I own a second home in Homer, and the presence of a museum sustained and supported environment was a strong factor in our choice. Please reconsider being an active, reciprocal supporter of your museum. Thank you.

825 Soundview AV
Homer, AK 99603
nlivings@mail.sdsu.edu

Mayor's Office
12/02/13
J

Jo Johnson

From: Mary Griswold <mgrt@xyz.net>
Sent: Sunday, December 01, 2013 5:10 PM
To: Barbara Howard; Beauregard Burgess; Bryan Zak; David Lewis; Francie Roberts; Gus Van Dyke; Department Clerk
Subject: 2014 budget

I appreciate your transparent and thoughtful discussion of the 2014 budget at the last council meeting. I commend you for proposing funding for the recreational needs assessment and for deleting funding to the Homer Foundation for nonprofits and reducing museum funding. I am a strong supporter of the nonprofits because they help make this community such a desirable place to live. We are fortunate that there are so many community-minded residents who support such a broad spectrum of nonprofit activity. This is the way it should be. The city can focus its resources on its job and the community can fund the nonprofits according to residents' values to enhance our experiences.

Mayor c/c
12/03/13
jc

Jo Johnson

From: Homer Ocean <homer.ocean.charters@gmail.com>
Sent: Tuesday, December 03, 2013 7:30 AM
To: Department Clerk
Subject: Funding

I ask you to please reinstate the Pratt Museum and Homer Foundation line items in the city budget as funded last year. Both organizations leverage a great deal

Sent from my iPhone

Mayor c/c
12/03/13
J

Jo Johnson

From: Shari Daugherty <shari.l.daugherty@gmail.com>
Sent: Tuesday, December 03, 2013 5:36 AM
To: Department Clerk
Subject: Funding for Arts, Culture and Recreation in Homer

I'll make this short as I am sure you are going to have a pile of communications to read on this important subject.

Thank you for having the foresight to fund the needs assessment requested by HACA and the Recreate Homer group. I would ask that you keep that funding in place and restore funding to the Pratt, as you know they are in the midst of a building drive and support of the City means so much, in the way of finding grants and other donors.

I do support the idea of a Parks & Recreation Department and eventually a community space to accommodate events. Having said all of that, I understand the need to pay for these things, as well as important budget items like adequate insurance so that we can retain and attract good, long term City employees.

Now you need to fund these items, so you must take the bull by the horns and increase taxes. OK there I said it and I don't mean sales tax on food, I mean raise the mil rate and dedicate the increase to these projects, fund a P&R Department, give money to the Pratt every year, support the Arts and Culture of this community, build, run and maintain a community center. These things are good for the community, they attract new residents, which in turn pay taxes, which increase the coffers, you know how this works. So go to work, increase taxes, cut any fat from the budget, get the City employees a good but, less expensive health insurance (think Subaru not Hummer), and keep funding Arts, Culture and Recreation in the Cosmic Hamlet By The Sea.

Thank you,
Shari Daugherty

Jo Johnson

From: Jenny Martin <jenny.martin@bbbsak.org>
Sent: Wednesday, October 23, 2013 5:07 PM
To: Department Clerk
Subject: FT Children's Librarian needed for 2015 budget

Dear Mayor Wythe,

The Language and Literacy Work group of our Best Beginnings Homer coalition has indentified the need for a Full Time Youth Services (Children's) Librarian as a main goal to support the literacy development of young children and families in our community. We are writing to request that the Homer City Council include funding for a Full Time Youth Services (Children's) Librarian in the 2015 budget.

Our work group has met with the Friends of the Library along with library staff and Ann Dixon, the director, to discuss the need for this position and how it would benefit our community.

- The position is currently funded part time at 28 hours per week, however demand in the children's library is growing at a pace that cannot be met at current staffing levels.
- Number of participants at Story Hour has increased almost 10% each year for the last two years. Frequently there are 40 to 60 participants for each Story Hour, requiring a second session however there are no staff to run the 2nd session!
- With the closure of the Boys & Girls Club and the increased traffic in the Children's Library, a Youth Services (Children's) Librarian staffing the Children's Library during peak hours would increase oversight of the materials and facility (including safety), help reduce noise level, as well as allow for a check-out desk in the enclosed space thus decreasing noise and congestion at the main check out desk. This would also allow other staff more time to devote to adult patrons and other duties sidetracked due to the youth demand.
- Literacy skills with young children evolve rapidly and a certified Youth Services (Children's) librarian is needed to help parents and care-givers foster the skills that meet the needs of 21st century learners. A FT position could help parents, child care providers, and professionals navigate through the resources available in the library and the various new technologic resources too!
- In a community where preschool options are limited, children's programming at the library is often the only option for some children to prepare for kindergarten. There is a direct correlation between development of early childhood literacy skills and higher test scores in school. As well, children who attend library story hours and other programming are more prepared for Kindergarten and as a result less school district money is needed for intervention services in K-2nd grade.
- A Youth Services (Children's) Librarian provides an invaluable service in helping families choose developmentally appropriate materials for children, modeling literacy skills for parents and care-givers, assisting in brain development of children, and acting as a conduit for materials and resources for child development that the community at large has to offer.

We appreciate your consideration of our request. Below please find 3 emails from parents/grandparents who wanted to share their personal stories about the need for this position.

If you would like to discuss this project in person / hear from more parents, please attend our Family Meeting with Rep Seaton & Sen Micciche on Sat. Oct 26 11a-12p at Homer Head Start. Its open to the public, parents, professionals and kids are welcome!

Sincerely,

Jenny Martin

Best Beginnings Homer coordinator

435-7101

Dear Homer City Council members,

I am writing in support of funding for a full time children's librarian. Having lived in Homer for 12 years now, I was a frequent visitor to the old library. I was thrilled when our new facility was built and equally delighted when I brought my then 6 month old to his first story time. I quickly learned that it was more than just stories, our children were led through active play, independent time with books and then free play afterwards. It is a great way to socialize our children, as well as, network with other families! We've graduated from the Lap-Sit to the Preschool Hour, and the addition of art time is awesome. I also enjoyed the story time that was held at the McNeil Fire Department, being in my neck of the woods, it was a wonderful outreach program that was helpful in cold winter months. I feel that there is a great need for a full-time librarian. That individual would fill a great need within our community for providing more high-quality, fun, engaging and educational activities for our children. For children under the age of 5 yrs- from what I know of- there is only the lovely Sprout play groups and library story time for children to interact with others kids. The story times are always well attended and often overflowing. If there were more activities offered as a result of a full-time librarian, they would be well attended and help ease the present crowded story hours that happen once a week.

Sincerely,

Rebekah Theriot

rebekahas@hotmail.com

Dear Homer City Council members,

Please add money to your budget in 2015 for a full time children's librarian. I grew up in Boise, ID, and trips to the Carnegie library were frequent and treasured events. When, at age 12, my family moved to Glendale, CA, the first thing we did was find the local library -- another Carnegie -- they all looked alike then. The children's librarian and the nice lady at the reference desk were my heroes. When my children (Gart Curtis and Margo Reveil) were growing up we had books everywhere AND went to the local library frequently.

One thing about the difference between an adult's and a children's s librarian is a focus on questions. An adult comes to a librarian with specific questions and needs. But a child comes to a librarian with vaguely formed curiosities. Children usually have not learned to form questions beyond, "Why! Mommy!" A children's

librarian takes the time and has expertise to understand the almost inarticulate question and to hone the questioning skill of a child and to find the book that will satisfy this week's curiosity.

I want my grandchildren in Homer to have access to the information which my librarian brought to me and which later librarians brought to my children, who are now my grandchildren's parents.

A friend of mine, who is a past children's librarian and, later, the manager of a large city library system in CA has added these technologically updated notes.

Public libraries of today are community gathering places....children's librarians are very important to make certain children are occupied and safe and secure. What better place for children to be?....Children's librarians many times are able to light the candles of children's interest in reading. After a story hour nearly ALL of the children take home a book which will spark their interest until the next library visit. We all know that children who are good readers do much better in life.

Also! children's librarians can guide children in the use of the internet, making certain the sites they visit for the information they need for school, etc. are valid sites with legitimate information. Many children who use children's libraries growing up become the community leaders of tomorrow with a good understanding of the need for community service and connection.

Sincerely,

Kay Curtis

kayckc@copper.net

Dear Homer City Council members:

The children's library is very important to our family. We are raising our four year old nephew with special needs. When he first came to live with us he would become over stimulated and unregulated in the community. We spent most of our time in the home environment where he felt safe and comfortable. One of our goals for him was to be successful in different environments. Our older daughter received so much joy from participating in the library over the years we felt the first environment we would introduce was the children's library, with the ultimate goal of attending story time. The first day we went into the children's room he was amazed by all the books, artwork and puzzles. However, he only lasted about 5 minutes and then we had to go. We went back everyday for an entire week, spending a little more time each day. Well, then he met Claudia Haines, the children's librarian, and an instant connection was made. He was enthralled at the first story time and the focus on the books and the story helped him to overcome the stimulants of the environment. He made a friend in Claudia and looks forward to seeing her as much as he does the children's library. Some days, we are able to stay for the entire story time and sometimes not and that's okay. The thing that matters is he knows he can always go to the children's library and be welcomed with open arms. Please include a full time Youth Services librarian in the 2015 city budget to continue providing these services our family relies on!

Sincerely,

Tara Hagge

Jo Johnson

From: Jo Johnson
Sent: Wednesday, November 06, 2013 1:52 PM
To: 'Mary Griswold'
Subject: RE: 2014 budget

Thank you for your comments. I will include them with the November 25th packet.

Jo Johnson, MMC
City Clerk

City of Homer
491 E. Pioneer Avenue
Homer, Alaska 99603
907~235~3130
jjohnson@ci.homer.ak.us

From: Mary Griswold [<mailto:mgirt@xyz.net>]
Sent: Tuesday, November 05, 2013 7:48 PM
To: Barbara Howard; Beauregard Burgess; Bryan Zak; David Lewis; Francie Roberts; Department Clerk
Subject: 2014 budget

The City of Homer runs a library and community recreation program that need more money for their worthwhile and appreciated programs, money the city says it does not have. Yet, the 2014 budget again contains \$66,500 for the Pratt Museum. The city agreed in 1967 to maintain the museum if for any reason it ceased to exist under its own management. For 46 years, the museum has used this agreement as a special invitation to receive operating funds from the city. In the early days, the museum helped the city entertain visiting dignitaries and allowed the city to hold meetings in its facility when there was no room in the small city office across the road. The 1967 agreement even provides that the city may use the museum auditorium as and for council chambers. Times have changed. The museum is flourishing; the city has its own facilities. The city should confine its expenditures to its own responsibilities. \$66,500 would be a big help for the library and community recreation program.

Mary Griswold
city resident



HOMER LITTLE LEAGUE
P.O. Box 11, Homer, AK 99603
www.homerlittleleague.org

November 12, 2013

Homer City Council Members:

On behalf of the Board members of Homer Little League, I would like to ask for your approval of the \$35,000 in the 2014 Budget requested to obtain a Parks and Recreation Needs Assessment toward improving the parks, recreation and cultural spaces of our town's infrastructure for the long term. We applaud the citizen group ReCreate Rec in taking action and responsibility in identifying the need for recreational *resources* in Homer and the larger umbrella of municipal parks and recreation *support* for the current venues.

As an organization that has been active in this community for literal generations in promoting healthy recreation and teamwork for our youth, Homer Little League has pledged financial support to help close the gap in obtaining a Needs Assessment. The professional and unbiased study of our city's current provisions and needs ensures broad representation of our recreational interests. The communication and support provided by a master plan creates opportunities for continued funding in *maintenance* of existing parks and fields and *development* of adequate spaces for community recreation.

A Community Center would provide a space for our kids to actually get some Spring Training, a place to play catch before the frost and mud finally leave our fields by the end of May?! Thank you for your consideration of approving funds for a Parks and Recreation Needs Assessment to address the needs of our community in a realistic and timely manner.

Sincerely,

Kathy Beachy

President

Dear Council members,

My name is Kate Crowley and I am a city resident as well as a member of the citizen group, ReCreate Rec. Since we began meeting in April, we have worked to familiarize ourselves with the issues at hand. There has been many a discussion about the needs and challenges which face our Community Rec program as well as the many national rec programs which operate here in Homer, such as, Popeye wrestling, Pop Warner football, Bruins basketball and the Boys and Girls Club. I am sure you have heard people talk about the lack of a solid space for these programs to exist in longevity as well as the need for a place for Toddler gym time and Senior fitness programs. As we delve further into the wants and needs of the community, there is the ever-present question of a funding source. There has been much discussion about trying to reinstate a citywide sales tax as well as exploration of a rec service area within the Borough. I want to assure you that we are trying to do our research about these two options and would like to put forth an initiative for the October 2014 Ballot which solves this funding source problem. As we discuss with everyone the funding source ideas, more and more comes to light about what people would like to see *included* and what people are lacking in their recreational lives. For instance, user groups such as the Homer Council On the Arts, The Kachemak Nordic Ski Club, Homer Hockey Association, Homer Little League and Homer Adult Softball League have all expressed interest in this Rec movement because their needs *could be addressed* through the formation of the rec service area. One of the roles of rec service areas can be to allow organizations like theirs to apply for grants and assistance on an annual basis and receive help with maintaining trails, fields, rink maintenance, shared studio space, and sometimes something as simple as new uniforms or equipment. In order to write a strong list of recreational responsibilities and carry them out in a successful way, we need to know more detailed information than we ourselves can collect. A needs assessment is needed. I ask your help in getting this needs assessment and I feel that the information collected will certainly frame a healthy and much needed step forward in solving the challenges faced by the recreation community in terms of space and operation and maintenance of those spaces as well as make a strong argument for funding (in the form of taxation).

I know that some groups in the past have come to the table with funds and we are following suit. ReCreate Rec has raised \$3500 in pledges from our supporters and will hopefully reach our goal of \$5000 by the Nov. 25th Council meeting. These people are ready to put their money toward a needs assessment and we hope that you can see the importance of this needs assessment in the process of improving and maintaining recreation opportunities for the people of Homer and the Southern Kenai Peninsula.

I have asked Matt Steffy (a Parks and Rec commissioner and someone who has professional experience with designing and conducting Parks and Rec

needs assessments within our state) to be available to answer questions at the work session on Nov. 25th at 4pm. Mayor Wythe has approved this. During the work session, I hope that he can answer any questions you have about needs assessments and how they work as well as what \$35,000 will get in the needs assessment world.

Please approve the Amendment to the Budget for a Parks and Rec needs assessment. I believe it is the first step towards a strong solution to our Recreational needs and will give us the information necessary to get support for a Recreational related tax of some kind.

Thank you for your service for our City. I look forward to speaking with you about this soon.

Kate Crowley
ReCreate Rec

Jo Johnson

From: Stan Eller <stan.eller@gmail.com>
Sent: Monday, November 25, 2013 10:54 AM
To: Department Clerk
Subject: Proposed insurance increases

Dear Mayor Wythe:

Thank you very much for meeting with us concerning the proposed changes to the insurance program at the City of Homer. To reiterate some points we discussed as well as to examine a few new points, I thought I'd send you this email before the next city council work session and council meeting.

As the father-in-law of a current city employee, I am extremely concerned about the newly proposed insurance program. Not only will it have a devastating effect on employees and their families, it will also have a huge effect on the City of Homer when you lose qualified, well trained workers to private industry and to other public institutions that have better wages and/or insurance packages. Homer has already lost a number of police officers, police dispatchers, mechanics, and Public Works employees – even before these massive insurance rate increases take place. I can only imagine the employee exodus after the insurance premiums double, triple or quadruple and the deductibles increase from 4 times to 15 times for a program with reduced insurance coverage. Getting worse insurance coverage for 15 times the price is not going to help attract nor retain qualified employees. Employee morale will also suffer for those who remain after seeing these massive rate increases. Furthermore, a high turnover rate will incur many hidden but very real costs to the city when they have to train new employees at a much higher frequency. And if you think funding a skilled workforce is expensive, try paying the liability costs for mistakes an unskilled workforce makes when you have a constant stream of new workers operating heavy equipment on a daily basis in very public areas.

My son-in-law quit a job just over a year ago to take a job with the City of Homer in order to get better insurance coverage for his young family. With a wife and 3 small children at home, Mike took a \$4.00 per hour pay cut in order to get the better insurance for his family. He was not told at the time of his hire that the City of Homer employees would soon see huge increases in premiums and deductibles for much inferior actual insurance coverage.

Under the current city insurance program, Mike and Chrissy pay \$170 per month for their insurance premium to be covered at the 90/10 percent rate. Under Walt's new proposal, their premium would increase to over \$400 per month for the Core program that covers at a 70/30 percent rate or to roughly \$800 per month on the Buy Up plan that covers at an 80/20 percent rate. Mike and Chrissy can't afford to spend \$800 per month for health insurance. When Mike decided to take the City job last year at \$4.00 less per hour than what he was making in private industry, they had to tighten their belts just to get by. This past year, they have already cut out cable TV, their land line telephone, one cell phone, and internet services. They don't eat out, they buy their kids clothing at second hand stores, they drive vehicles that are 13 years old or older with over 100,000 miles each, and they hunt, fish and garden to reduce food costs. They are fiscally conservative with no credit cards and the five of them live in a modest 800 square foot home. They've already trimmed the fat right out of their budget just to get by.

Furthermore, for the past year since taking the city job at it's reduced wage, Mike has worked an average of one day per week at Coal Point Seafoods in order to bring in enough money to break even. There is no more fat to cut in their budget and they just plain cannot afford an \$800 per month insurance premium so the Buy

Up plan is completely out of their range. Under Walt's new proposal, the only option they could possibly afford is the Core plan in which they would pay 2.5 times what they currently pay for premiums, a \$230 increase per month. Mike is already working 6 days per week to get by so this increase is going to be extremely difficult to pay for. He only has three options - work 7 days per week or to go in the hole each month or to look for a job with better wages or insurance. Mike likes working for the City very much so the last option is not very attractive but then again, working 7 days per week or going in the hole each month aren't very attractive either.

Even if Mike and Chrissy can hold on, work 7 days each week and manage to pay for the Core plan premium, they still have to somehow have enough money to pay for the Core plan deductible. Under the current insurance program, Mike's deductible is \$300 for the family per year. Under Walt's new proposed Core program, the deductible will skyrocket to \$4500 per year, an increase of 15 times beyond their current deductible! Year in and year out, with five people in their family, the chance that they will have a medical situation is fairly high. Do the math. Their proposed Core plan premium is \$400 per month times 12 months equals \$4800 per year in premium payments. Added to the proposed Core deductible of \$4500, Mike and Chrissy would pay \$9300 per year out of pocket for insurance coverage at a reduced 70/30 rate. Mike and Chrissy's current out of pocket maximum is \$1500 per family per year. The proposed Core plan would raise that maximum to \$9000, an increase per year of \$7500 which they don't have. Like I said, if Mike has to work 7 days a week just to pay for the increased premium, he has no realistic way to make an additional \$7500 per year to pay for the increased deductible. Walt's proposed insurance program is not just pulling the rug out from under them, it is cutting them off at the knees.

As a tax paying citizen of Homer for the past 29 years, I understand well that city council members and the city manager have hard decisions to make with a reality of rapidly increasing insurance costs. However, please keep in mind that the workers for the City of Homer are real people, not numbers. And they have real budgets to meet. At the time of his hire a little over a year ago, Mike was not informed in any way that his insurance premiums would soon go up 2.5 times and his deductible would increase 15 times at the same time his coverage would decrease by 20%. I cannot believe that this is the best that this city can offer its own employees. To ask city employees to shoulder massive insurance increases in the span of one year with no prior warning is not only impossible for some of them, it is also unethical for the City to do to them with no warning in such a short period of time.

I attended the last city council meeting in October. During that meeting, citizens who requested additional city services were asked how they proposed to pay for their requests. My request to the city is to not give massive insurance increases to your employees with such little notice. Do whatever it takes to get by for a year or two. Nationwide, our insurance industry is in a huge state of confusion and change. Help your employees get through this period and see where things settle out. After they stabilize, thoroughly research the options and pick the best one for the city and for the employees. Self-insurance might not be the best option for the city in the future. But suddenly imposing massive financial burdens on your employees is not the wisest option at this time before things settle out and your best options have been thoroughly investigated.

To pay for that, I would curtail or cease all capital projects for the next year or two. During the city council meeting in October, project manager Dan gave an update on capital projects the city of Homer presently has under construction. I was surprised how many capital projects are currently underway in our small city. I am sure each and every one of them is in some way needed but they are expensive to build, some very expensive, and will be expensive to maintain. As a private citizen, when the money gets tight, I pull back. Identify the needs and the wants. Then prioritize and do what you can with what you have. We don't have to have

everything immediately. I am not against building these expensive projects but it doesn't pass the smell test to say the city can't afford to give their workers a decent salary and benefits at the same time they are spending hundreds of thousands or millions of dollars on new capital projects.

On the City of Homer Department Budget Requests for 2014, the Public Works department requested \$425,000 to expand the Public Works building to provide additional office/conference room capacity and renovate existing heating and ventilation. I am not at all disputing that Public Works might need more office space, a new conference room and especially heat renovation work. But at a time when you are asking your own employees to shoulder a massive health insurance increase, couldn't we just do the heat renovation work and get by for the next year or two without the additional office space and new conference room? And if Public Works really is pinched for conference room space, couldn't they just drive 4 blocks up to city hall and use their conference room for the next year or so until this insurance problem is resolved? That might save us \$300,000 or \$350,000 of the requested \$425,000 and we would still have \$100,000 to pay for heating renovations down at Public Works.

I also noticed in the budget requests for 2014 that the Fire Chief had asked for money to paint the outside of the fire hall. Maintenance is a necessary evil. However, he also remarked that he wasn't at first totally convinced it would be a wise expenditure because he thought that he would be in a new fire hall building within 5 years anyway. The cost to build a new fire hall or new fire hall/police department building would run in the hundreds of thousands or millions of dollars and if the fire chief is correct when he stated he expects to be in a new building within 5 years, the preliminary studies and architectural work would need to start soon. I just think it would be incredibly hypocritical for the city of Homer to say they can't fund an adequate insurance program for their workers but they can afford a new million dollar fire hall. I've also heard talk of a new Harbor Masters office. I'm sure a need exists for each of these huge projects but I think all new capital budget expenditures should cease effectively January 1st - the same day Walt's insurance increases are proposed to go into effect - and they don't restart until this insurance matter is fairly taken care of. If we can't take care of our own workers, we have no business adding even more huge projects to the picture.

I wonder if it wouldn't be wise to involve an insurance committee composed of workers, supervisors and administration. The city of Homer already supposedly has such a committee but its actual functions seem to be more figurehead than effective. You might even add a city council member to the committee and a citizen or two. Bring things out in the open, shine the light on it, and pick the best option for the city, for its workers, and for its citizens.

In closing, I do hope this insurance mess can be corrected before the massive increases take effect in January. With the current state of upheaval and uncertainty in the insurance industry at the national level, I just hope the city of Homer can wisely and prudently find a way to navigate through the next year or so and let things settle out before making any huge, dramatic changes that could be so detrimental to our young workers and families in Homer.

Thank you for your consideration of this issue, Stan Eller 299-2509

2

11/23/13

NOV 25 2013

Dear Homer Mayor Beth Wythe,

My name is Sharon Friesen Schulz, and I have been a resident of Homer for the past 27 years. I am writing to request funding for a much needed **Full-time Youth Services/Children's Librarian** at our Homer Public Library.

For the past 29 years I have been employed by the State of Alaska public schools as a nationally certified Speech-Language Pathologist, primarily at Paul Banks Elementary School. This past July, I retired from the Kenai Peninsula School District so I could spend more time with my family, friends, and other projects in our Homer community. My husband, Steve Schulz, is a self-employed carpenter/builder. We have a daughter, Ayla Schulz, who is 20 years old and is currently attending college, and son Luka, age 15, who is a full-time student at Homer High. We are very proud to say that both of our children were born and raised in Homer.

As a parent, educator, and Homer community member, one of the best changes in our town has been the creation of our new Homer Public Library. Besides enjoying the Homer Public Library's services myself, I have also been pleased with our Children's Library and Youth Services program. My own children have heard stories read aloud, participated in summer reading programs, and have checked out many a book from the Children's library. The Children's Library services have educated many children and families in the Homer area. This has been especially beneficial for low-income families that would not otherwise have access to quality books and literacy activities.

Current research shows that developing early literacy skills in young children gives them a head start in their long term academic and social success. The Homer Public Library Children's Librarian plays such an important role in our community, not just for direct literacy services to children, but also to model for parents how to do literacy activities at home. For further information on literacy and language development, please refer to the American Speech and Language Association's "Gateway to Literacy" at www.asha.org.

At this time, the Homer Public Library's Children's Librarian is funded for a part-time position. However, as our community is increasingly aware of the importance of early literacy skills, these services have become so popular that the current Librarian position cannot meet the needs of our youth and their families. **I am requesting that you please use any funding available to increase the very important Homer Public Library's Children's Librarian position to Full-time.** It will benefit us all in the long run.

Sincerely,

Sharon Friesen Schulz

2525 Paradise Place, Homer, Alaska 99603

(907) 299-2461

NOV 13 2013

November 13, 2013

Beth Wythe, Mayor
Homer City Council Members
City of Homer
491 East Pioneer Avenue
Homer, Alaska 99603

Dear Madam Mayor and City Council Members,

The Homer Arts and Culture Alliance (HACA) is expressing our support for an inclusive assessment for recreation and cultural needs in Homer. The ReCreate Rec group is taking a broad approach to addressing this community's need for activity spaces.

We are fortunate to live in a place rich with natural beauty and many recreational and cultural activities. Healthy communities incorporate many things including diverse recreation opportunities, access to inspirational art and performances, engaging hands-on learning activities, and the preservation and celebration of our cultural heritage. A vibrant arts and culture community creates a ripple effect throughout the area it serves. This goes beyond the direct economic impacts to such diverse benefits as building critical thinking skills in our young people to helping us build stronger connections with each other through shared understanding.

We encourage the City to build on existing plans along with the current work of individual organizations and groups like ReCreate Rec and HACA to continue to enhance this community's quality of life and economic development in a sustainable way. Considering recreation and cultural needs together makes sense as there are shared and mutual goals and programming. This approach comes with the broad base of support that will be needed to secure the necessary operating funds.

Thank you for your consideration of ReCreate Rec's request. We appreciate your efforts on behalf of Homer and look forward to working with you in the future.

Sincerely,

Homer Arts and Culture Alliance

*Bunnell Street Art Center, Homer Council on the Arts, Kachemak Bay Campus of KPC,
Kenai Peninsula Orchestra, Pier One Theater, Pratt Museum*

To Mayor
11/20/13
JH

Jo Johnson

From: Whytal, Sharon K (HSS) <sharon.whytal@alaska.gov>
Sent: Wednesday, November 20, 2013 11:46 AM
To: Beauregard Burgess; David Lewis; Francie Roberts; Barbara Howard; Bryan Zak; Gus Van Dyke; Department Clerk
Subject: early learning in Homer

Dear Homer City Council Members and Honorable Mayor Beth Wythe:

As a public health nurse and in collaboration for Best Beginnings of Homer, I am writing at this time because the community is grappling with how to re-open Boys and Girls Club and how to expand Community Recreation space available. Meanwhile, our children's library is a precious resource that is well-utilized and under-staffed to meet the current and expanding need. As nurses, we know that it makes good economic sense for a community to invest in its youth; building resilience in our young people will pay off in healthy behaviors and productive citizenship later. Libraries are in a unique position to respond to changing resources and technology over time.

Our recent MAPP health needs assessment showed that citizens value healthy activities for youth, as a deterrent to substance abuse and other community problems. Our public library fosters early learning, literacy and language skills at a time when children are developing their habits for life. In a time where new taxes are unpopular, I appreciate your hard work to keep our community strong and forward-thinking, and that you are using data to make decisions. Please consider continuing your strong support for the children's library, and especially if new resources become available. Sincerely,

Sharon

Sharon Whytal, Public Health Nurse

Team Leader, Homer Public Health Center

195 E. Bunnell St., Suite C

Homer, AK 99603

sharon.whytal@alaska.gov

(907) 235-8857

fax (907)235-7090



Join Green Dot in Homer--preventing violence in our community, one individual choice at a time. What's your GREEN DOT? Go to livethegreendot.com

November 13, 2013

Beth Wythe, Mayor
Homer City Council Members
City of Homer
491 East Pioneer Avenue
Homer, Alaska 99603

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Thank you for your consideration of ReCreate Rec's request. We appreciate your efforts on behalf of Homer and look forward to working with you in the future.

Sincerely,

Homer Arts and Culture Alliance

*Bunnell Street Art Center, Homer Council on the Arts, Kachemak Bay Campus of KPC,
Kenai Peninsula Orchestra, Pier One Theater, Pratt Museum*

From: Mary Griswold <mgrt@xyz.net>
Sent: Tuesday, November 05, 2013 7:48 PM
To: Barbara Howard; Beauregard Burgess; Bryan Zak; David Lewis; Francie Roberts; Department Clerk
Subject: 2014 budget

The City of Homer runs a library and community recreation program that need more money for their worthwhile and appreciated programs, money the city says it does not have. Yet, the 2014 budget again contains \$66,500 for the Pratt Museum. The city agreed in 1967 to maintain the museum if for any reason it ceased to exist under its own management. For 46 years, the museum has used this agreement as a special invitation to receive operating funds from the city. In the early days, the museum helped the city entertain visiting dignitaries and allowed the city to hold meetings in its facility when there was no room in the small city office across the road. The 1967 agreement even provides that the city may use the museum auditorium as and for council chambers. Times have changed. The museum is flourishing; the city has its own facilities. The city should confine its expenditures to its own responsibilities. \$66,500 would be a big help for the library and community recreation program.

Mary Griswold
city resident

20% Reduced rate included in these figures!

\$ 4500 deductible
70/30 Ratio

2014 HEALTH INSURANCE PREMIUM CORE PLAN

2014 Rates

70% - 30% MEDICAL CORE ONLY

DENTAL VISION

2014 MEDICAL-DENTAL-VISION

Per Pay Period	Per Month	Annually
\$ 46.15	\$ 99.99	\$ 1,199.90

Per Pay Period	Per Pay Period
\$ 2.31	\$ 3.25

Per Pay Period	Per Month	Annually
\$ 51.71	\$ 112.04	\$ 1,344.46

* Employee Only
Difference from 2013
% increase from 2013

\$ 28.31	\$ 61.34	\$ 736.06
158.69%	158.69%	158.69%

\$ 33.87	\$ 73.39	\$ 880.62
189.85%	189.85%	189.85%

* Emp/Spouse
Difference from 2013
% increase from 2013

\$ 92.30	\$ 199.98	\$ 2,399.80
\$ 17.71	\$ 38.37	\$ 460.46
23.74%	23.74%	23.74%

\$ 4.62	\$ 6.50
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\$ 103.42	\$ 224.08	\$ 2,688.92
\$ 28.83	\$ 62.47	\$ 749.58
38.65%	38.65%	38.65%

* Spousal Cost Share Fee

92.30	199.98	2,399.80
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\$ 92.30	\$ 199.98	\$ 2,399.80
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Employee/Spouse & Spousal Fee

\$ 184.60	\$ 399.97	\$ 4,799.60
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\$ 4.62	\$ 6.50
---------	---------

\$ 195.72	\$ 424.06	\$ 5,088.72
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Difference from 2013
% increase from 2013

\$ 110.01	\$ 238.36	\$ 2,860.26
147.49%	147.49%	147.49%

\$ 121.13	\$ 262.45	\$ 3,149.38
162.39%	162.39%	162.39%

Emp/Spouse/Child

\$ 120.00	\$ 260.00	\$ 3,120.00
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\$ 6.92	\$ 9.75
---------	---------

\$ 136.67	\$ 296.12	\$ 3,553.42
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Difference from 2013
% increase from 2013

\$ 40.60	\$ 87.97	\$ 1,055.60
51.13%	51.13%	51.13%

\$ 57.27	\$ 124.09	\$ 1,489.02
72.13%	72.13%	72.13%

Emp/Spouse/Children

\$ 138.46	\$ 300.00	\$ 3,599.96
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\$ 11.54	\$ 16.25
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\$ 166.25	\$ 360.21	\$ 4,322.50
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Emp/Spouse/
2 Children
Difference from 2013
% increase from 2013

\$ 54.25	\$ 117.54	\$ 1,410.50
64.42%	64.42%	64.42%

\$ 82.04	\$ 177.75	\$ 2,133.04
97.42%	97.42%	97.42%

* Emp/Spouse/
3 Children
Difference from 2013
% increase from 2013

\$ 49.44	\$ 107.12	\$ 1,285.44
55.54%	55.54%	55.54%

\$ 77.23	\$ 167.33	\$ 2,007.98
86.76%	86.76%	86.76%

Emp/Spouse/
4 Children
Difference from 2013
% increase from 2013

\$ 44.63	\$ 96.70	\$ 1,160.38
47.56%	47.56%	47.56%

\$ 72.42	\$ 156.91	\$ 1,882.92
77.18%	77.18%	77.18%

Emp/Spouse/
5 Children
Difference from 2013
% increase from 2013

\$ 39.82	\$ 86.28	\$ 1,035.32
40.37%	40.37%	40.37%

\$ 67.61	\$ 146.49	\$ 1,757.86
68.54%	68.54%	68.54%

Emp/Spouse/
6 Children
Difference from 2013
% increase from 2013

\$ 35.01	\$ 75.86	\$ 910.26
33.84%	33.84%	33.84%

\$ 62.80	\$ 136.07	\$ 1,632.80
60.71%	60.71%	60.71%

Emp/Spouse/
7 Children
Difference from 2013
% increase from 2013

\$ 30.20	\$ 65.43	\$ 785.20
27.90%	27.90%	27.90%

\$ 57.99	\$ 125.65	\$ 1,507.74
53.57%	53.57%	53.57%

Emp/Spouse/
8 Children
Difference from 2013
% increase from 2013

\$ 25.39	\$ 55.01	\$ 660.14
22.46%	22.46%	22.46%

\$ 53.18	\$ 115.22	\$ 1,382.68
47.03%	47.03%	47.03%

Emp/Spouse/
9 Children
Difference from 2013
% increase from 2013

\$ 20.58	\$ 44.59	\$ 535.08
17.46%	17.46%	17.46%

\$ 48.37	\$ 104.80	\$ 1,257.62
41.03%	41.03%	41.03%

Emp/Child

\$ 64.62	\$ 140.01	\$ 1,680.12
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\$ 4.62	\$ 6.50
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\$ 75.74	\$ 164.10	\$ 1,969.24
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Difference from 2013
% increase from 2013

\$ 41.97	\$ 90.94	\$ 1,091.22
185.30%	185.30%	185.30%

\$ 53.09	\$ 115.03	\$ 1,380.34
234.39%	234.39%	234.39%

Emp/Children

\$ 101.54	\$ 220.00	\$ 2,640.04
-----------	-----------	-------------

\$ 6.92	\$ 9.75
---------	---------

\$ 118.21	\$ 256.12	\$ 3,073.46
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* Emp/ 2
Children
Difference from 2013
% increase from 2013

\$ 74.08	\$ 160.51	\$ 1,926.08
269.77%	269.77%	269.77%

\$ 90.75	\$ 196.63	\$ 2,359.50
330.48%	330.48%	330.48%

Emp/ 3
Children
Difference from 2013
% increase from 2013

\$ 69.27	\$ 150.09	\$ 1,801.02
214.66%	214.66%	214.66%

\$ 85.94	\$ 186.20	\$ 2,234.44
266.32%	266.32%	266.32%

Emp/ 4
Children
Difference from 2013
% increase from 2013

\$ 64.46	\$ 139.66	\$ 1,675.96
173.84%	173.84%	173.84%

\$ 81.13	\$ 175.78	\$ 2,109.38
218.80%	218.80%	218.80%

Emp/ 5
Children
Difference from 2013
% increase from 2013

\$ 59.65	\$ 129.24	\$ 1,550.90
142.40%	142.40%	142.40%

\$ 76.32	\$ 165.36	\$ 1,984.32
182.19%	182.19%	182.19%

Emp/ 6
Children
Difference from 2013
% increase from 2013

\$ 54.84	\$ 118.82	\$ 1,425.84
117.43%	117.43%	117.43%

\$ 71.51	\$ 154.94	\$ 1,859.26
153.13%	153.13%	153.13%

Emp/ 7
Children
Difference from 2013
% increase from 2013

\$ 50.03	\$ 108.40	\$ 1,300.78
97.13%	97.13%	97.13%

\$ 66.70	\$ 144.52	\$ 1,734.20
129.49%	129.49%	129.49%

Emp/ 8
Children
Difference from 2013
% increase from 2013

\$ 45.22	\$ 97.98	\$ 1,175.72
80.29%	80.29%	80.29%

\$ 61.89	\$ 134.10	\$ 1,609.14
109.89%	109.89%	109.89%

Emp/ 9
Children
Difference from 2013
% increase from 2013

\$ 40.41	\$ 87.56	\$ 1,050.66
66.11%	66.11%	66.11%

\$ 57.08	\$ 123.67	\$ 1,484.08
93.37%	93.37%	93.37%

20% Reduced rate included in these figures! #1200 deductible 80/20 Ratio

2014 HEALTH INSURANCE PREMIUM (BUY UP PLAN)

2014 Rates				2014 MEDICAL BUY-UP ONLY			DENTAL VISION		2014 MEDICAL-DENTAL-VISION		
	Per Pay Period	Per Month	Annually	Per Pay Period	Per Pay Period	Per Pay Period	Per Month	Annually	Per Pay Period	Per Month	Annually
Employee Only	\$ 51.65	\$ 111.91	\$ 1,342.90	\$ 2.31	\$ 3.25	\$ 57.21	\$ 123.96	\$ 1,487.46	\$ 39.37	\$ 85.30	\$ 1,023.62
Difference from 2013	\$ 33.81	\$ 73.26	\$ 879.06								
% increase from 2013	189.52%	189.52%	189.52%						220.68%	220.68%	220.68%
Emp/Spouse	\$ 194.46	\$ 421.33	\$ 5,055.96	\$ 4.62	\$ 6.50	\$ 205.58	\$ 445.42	\$ 5,345.08	\$ 130.99	\$ 283.81	\$ 3,405.74
Difference from 2013	\$ 119.87	\$ 259.72	\$ 3,116.62						\$ 175.61%	\$ 175.61%	\$ 175.61%
% increase from 2013	160.71%	160.71%	160.71%								
*Spousal Cost Share Fee	92.30	199.98	2,399.80						\$ 92.30	\$ 199.98	\$ 2,399.80
Employee/Spouse & Spousal Fee	\$ 286.76	\$ 621.31	\$ 7,455.76	\$ 4.62	\$ 6.50	\$ 297.88	\$ 645.41	\$ 7,744.88	\$ 223.29	\$ 483.80	\$ 5,805.54
Difference from 2013	\$ 212.17	\$ 459.70	\$ 5,516.42								
% increase from 2013	284.45%	284.45%	284.45%						299.36%	299.36%	299.36%
Emp/Spouse/Child	\$ 249.78	\$ 541.19	\$ 6,494.28	\$ 6.92	\$ 9.75	\$ 266.45	\$ 577.31	\$ 6,927.70	\$ 187.05	\$ 405.28	\$ 4,863.30
Difference from 2013	\$ 170.38	\$ 369.16	\$ 4,429.88								
% increase from 2013	214.58%	214.58%	214.58%						235.58%	235.58%	235.58%
Emp/Spouse/ Children	\$ 293.90	\$ 636.78	\$ 7,641.40	\$ 11.54	\$ 16.25	\$ 321.69	\$ 697.00	\$ 8,363.94	\$ 237.48	\$ 514.54	\$ 6,174.48
Difference from 2013	\$ 209.69	\$ 454.33	\$ 5,451.94								
% increase from 2013	249.01%	249.01%	249.01%						282.01%	282.01%	282.01%
Difference from 2013	\$ 204.88	\$ 443.91	\$ 5,326.88			\$ 232.67	\$ 504.12	\$ 6,049.42	\$ 261.37%	\$ 261.37%	\$ 261.37%
% increase from 2013	230.15%	230.15%	230.15%								
Difference from 2013	\$ 200.07	\$ 433.49	\$ 5,201.82			\$ 227.86	\$ 493.70	\$ 5,924.36	\$ 242.84%	\$ 242.84%	\$ 242.84%
% increase from 2013	213.23%	213.23%	213.23%								
Difference from 2013	\$ 195.26	\$ 423.06	\$ 5,076.76			\$ 223.05	\$ 483.28	\$ 5,799.30	\$ 226.13%	\$ 226.13%	\$ 226.13%
% increase from 2013	197.95%	197.95%	197.95%								
Difference from 2013	\$ 190.45	\$ 412.64	\$ 4,951.70			\$ 218.24	\$ 472.85	\$ 5,674.24	\$ 210.96%	\$ 210.96%	\$ 210.96%
% increase from 2013	184.10%	184.10%	184.10%								
Difference from 2013	\$ 185.64	\$ 402.22	\$ 4,826.64			\$ 213.43	\$ 462.43	\$ 5,549.18	\$ 197.15%	\$ 197.15%	\$ 197.15%
% increase from 2013	171.48%	171.48%	171.48%								
Difference from 2013	\$ 180.83	\$ 391.80	\$ 4,701.58			\$ 208.62	\$ 452.01	\$ 5,424.12	\$ 184.51%	\$ 184.51%	\$ 184.51%
% increase from 2013	159.93%	159.93%	159.93%								
Difference from 2013	\$ 176.02	\$ 381.38	\$ 4,576.52			\$ 203.81	\$ 441.59	\$ 5,299.06	\$ 172.90%	\$ 172.90%	\$ 172.90%
% increase from 2013	149.32%	149.32%	149.32%								
Emp/Child	\$ 139.14	\$ 301.47	\$ 3,617.64	\$ 4.62	\$ 6.50	\$ 150.26	\$ 325.56	\$ 3,906.76	\$ 127.61	\$ 276.49	\$ 3,317.86
Difference from 2013	\$ 116.49	\$ 252.40	\$ 3,028.74								
% increase from 2013	514.30%	514.30%	514.30%						563.40%	563.40%	563.40%
Emp/Children	\$ 215.53	\$ 466.98	\$ 5,603.78	\$ 6.92	\$ 9.75	\$ 232.20	\$ 503.10	\$ 6,037.20	\$ 204.74	\$ 443.60	\$ 5,323.24
Difference from 2013	\$ 188.07	\$ 407.49	\$ 4,889.82								
% increase from 2013	684.89%	684.89%	684.89%						745.59%	745.59%	745.59%
Difference from 2013	\$ 183.26	\$ 397.06	\$ 4,764.76			\$ 199.93	\$ 433.18	\$ 5,198.18	\$ 619.55%	\$ 619.55%	\$ 619.55%
% increase from 2013	567.90%	567.90%	567.90%								
Difference from 2013	\$ 178.45	\$ 386.64	\$ 4,639.70			\$ 195.12	\$ 422.76	\$ 5,073.12	\$ 526.21%	\$ 526.21%	\$ 526.21%
% increase from 2013	481.26%	481.26%	481.26%								
Difference from 2013	\$ 173.64	\$ 376.22	\$ 4,514.64			\$ 190.31	\$ 412.34	\$ 4,948.06	\$ 454.31%	\$ 454.31%	\$ 454.31%
% increase from 2013	414.51%	414.51%	414.51%								
Difference from 2013	\$ 168.83	\$ 365.80	\$ 4,389.58			\$ 185.50	\$ 401.92	\$ 4,823.00	\$ 397.22%	\$ 397.22%	\$ 397.22%
% increase from 2013	361.52%	361.52%	361.52%								
Difference from 2013	\$ 164.02	\$ 355.38	\$ 4,264.52			\$ 180.69	\$ 391.50	\$ 4,697.94	\$ 350.79%	\$ 350.79%	\$ 350.79%
% increase from 2013	318.42%	318.42%	318.42%								
Difference from 2013	\$ 159.21	\$ 344.96	\$ 4,139.46			\$ 175.88	\$ 381.07	\$ 4,572.88	\$ 312.29%	\$ 312.29%	\$ 312.29%
% increase from 2013	282.69%	282.69%	282.69%								
Difference from 2013	\$ 154.40	\$ 334.53	\$ 4,014.40			\$ 171.07	\$ 370.65	\$ 4,447.82	\$ 279.85%	\$ 279.85%	\$ 279.85%
% increase from 2013	252.58%	252.58%	252.58%								



** Currents **

HEALTH INSURANCE PREMIUM SCHEDULE

EFFECTIVE 4/1/2012

Employee Only	\$ 17.84	\$ 38.65	\$ 463.84	
Child (each)	\$ 4.81	\$ 10.42	\$ 125.06	

Employee Only

Per Pay Period	Per Month	Annually
\$ 17.84	\$ 38.65	\$ 463.84

Emp/Spouse

\$ 74.59	\$ 161.61	\$ 1,939.34
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Emp/Spouse/Child

\$ 79.40	\$ 172.03	\$ 2,064.40
\$ 84.21	\$ 182.46	\$ 2,189.46
\$ 89.02	\$ 192.88	\$ 2,314.52
\$ 93.83	\$ 203.30	\$ 2,439.58
\$ 98.64	\$ 213.72	\$ 2,564.64
\$ 103.45	\$ 224.14	\$ 2,689.70
\$ 108.26	\$ 234.56	\$ 2,814.76
\$ 113.07	\$ 244.99	\$ 2,939.82
\$ 117.88	\$ 255.41	\$ 3,064.88

Emp/Child

\$ 22.65	\$ 49.08	\$ 588.90
\$ 27.46	\$ 59.50	\$ 713.96
\$ 32.27	\$ 69.92	\$ 839.02
\$ 37.08	\$ 80.34	\$ 964.08
\$ 41.89	\$ 90.76	\$ 1,089.14
\$ 46.70	\$ 101.18	\$ 1,214.20
\$ 51.51	\$ 111.61	\$ 1,339.26
\$ 56.32	\$ 122.03	\$ 1,464.32
\$ 61.13	\$ 132.45	\$ 1,589.38

COBRA RATES PER MONTH

Emp Only/Dependent Only	Employee/Child
Med/Vision/Dental \$ 664.00	Med/Vision/Dental \$ 1,524.54
Medical Only \$ 626.41	Medical Only \$ 1,438.25
Employee/Spouse	Employee/Spouse/Child
Med/Vision/Dental \$ 1,527.20	Med/Vision/Dental \$ 2,423.60
Medical Only \$ 1,440.75	Medical Only \$ 2,286.41

\$100 ind. / \$300 fam. (Deductibles)
\$500 ind. / \$1,500 fam. (Out of pocket max)

**CITY OF HOMER
HOMER, ALASKA**

City Clerk

RESOLUTION 13-107

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
MAINTAINING THE CITY OF HOMER FEE SCHEDULE AT THE
CURRENT RATES.

WHEREAS, Fees are reviewed annually during the budget cycle; and

WHEREAS, It was determined there were no rate adjustments to the City of Homer Fee
Schedule at this time.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby maintains the City of
Homer Fee Schedule at the current rates.

PASSED AND ADOPTED by the City Council of Homer, Alaska, this _____ day of
December, 2013.

CITY OF HOMER

MARY E. WYTHE, MAYOR

ATTEST:

JO JOHNSON, MMC, CITY CLERK

Fiscal Note: N/A

**CITY OF HOMER
HOMER, ALASKA**

City Clerk

RESOLUTION 13-108

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
MAINTAINING THE PORT OF HOMER TERMINAL TARIFF NO. 600
AT THE CURRENT RATES.

WHEREAS, Fees are reviewed annually during the budget cycle; and

WHEREAS, It was determined there were no adjustments to the Port of Homer
Terminal Tariff No. 600 at this time.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby maintains the Port of
Homer Terminal Tariff No. 600 at the current rates.

PASSED AND ADOPTED by the City Council of Homer, Alaska, this _____ day of
December, 2013.

CITY OF HOMER

MARY E. WYTHE, MAYOR

ATTEST:

JO JOHNSON, MMC, CITY CLERK

Fiscal Note: N/A

ORDINANCE(S)

CITY MANAGER'S REPORT



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue
Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

MANAGER'S REPORT

December 9, 2013

TO: MAYOR WYTHE / HOMER CITY COUNCIL

FROM: WALT WREDE

UPDATES / FOLLOW-UP

NOTE: Some of these items appeared in the last report. I have updated them and brought them back in case the Council wanted to discuss.

1. Deep Water Dock and Pioneer Dock Tidelands: The Department of Natural Resources has completed the public comment period and issued a Final Finding and Decision on the conveyance to the City of tide and submerged lands adjacent to the Deep Water Dock and the Pioneer Dock. A copy of the decisional document is attached for your information. The maps attached to the decisional document clearly illustrate why our next conversation should be expanding the municipal boundaries in the port area.
2. Economic Impacts Analysis / Drill Rig Endeavor. The economic impacts study the Council commissioned regarding the Drill Rig has arrived. At the time this report was written, we were reviewing the draft document to see if we had any comments or concerns that needed to be addressed with the draft before it goes to the Council. (We saw the impacts of releasing the rate study report too soon). If it needs revisions, we may not have it to you by packet time or even by meeting time. But we can certainly summarize it for you at the meeting. This report is timely because there is a resolution on the agenda which references the study and states the City's position going forward regarding drill rigs at the dock.
3. Pedestrian Cross-Walk Signs. We have been engaged in a discussion with Representative Seaton about adding cross walk signs on the backside of already existing cross walk sign posts. The effect of this would be that approaching drivers would see two crosswalk signs on either side of the roadway. Rep. Seaton would like the City to conduct a pilot project on Pioneer Ave. and the Sterling Highway, both state roads, and on some of the City's own roads, including those in Old Town. The City would assume the cost of purchase and maintenance. Rep. Seaton believes this would improve pedestrian safety. The State traffic engineer counters that there is no evidence that doing this would improve safety and that the state cannot afford the extra labor and expense or to set a precedent that would apply statewide. The City administration has taken the same position so far, however, this issue would likely benefit from a public discussion. We can provide you with more details at the meeting

- if you like or the issue could be referred to the Planning Commission and/or the Transportation Committee who are both already working on traffic calming issues.
4. Request for Support from Soldotna: At the AML meeting in Anchorage, I spent some time with Soldotna City Manager Mark Dixon. One of the things we talked about was Soldotna's efforts to expand its Sports Center and specifically, to include indoor soccer fields. This is a priority CIP project for Soldotna and they are attempting to obtain funding from the governor and the legislature. Mark reminded me that there are many Homer families that drive all the way to Anchorage several times a year to get time on a soccer field. This situation is apparently much like the situation we once had with hockey. He said if Soldotna was able to build these fields, Homer residents could just drive to Soldotna rather than all the way to Anchorage. He asked if I would consider writing a letter of support. I told him that I would want to discuss this with the Council first, since actively supporting a CIP project in another City is really a policy/political matter. Please let me know what you think. We could follow with a resolution later if Council is interested.
 5. A New Budget Amendment: The packet contains a new budget amendment proposal from the administration. We bring this forward at the request of the Port and Harbor Commission. The project is basically to use \$15,000 of HART Funds for survey, engineering, design, and permitting on expanding the parking lot between the Seafarers memorial and the Boardwalk to the North. A memorandum on the project was included in your last packet and is attached to the budget amendment for reference. This project has been talked about for many years and the Commission believes it would relieve parking congestion and improve pedestrian safety. It would be a big part of our MOU with the State to create a pedestrian zone in that area. I considered waiting until January to bring this up (and not hit you with it at the last minute) but Council has next year's Budget before it right now. It seemed silly to adopt a new budget for next year and then immediately bring you a budget amendment ordinance in January. However, we can definitely postpone this if Council thinks it needs more discussion. Using HART funds for this purpose is one thing that Council should weigh in on. We can discuss this in detail at the meeting, or simply postpone and we'll come back with an ordinance early next year.
 6. Proposed New Legislation: The Alaska Department of Fish and Game has permitting authority in the Kachemak Bay and Fox River Critical Habitat Area. You will recall that there is a conflict between this plan and relevant state statutes regarding whether a drill rig can moor at the Deep Water Dock and put its legs down. ADF&G has strongly recommended that legislation is needed to address this problem. We are taking this issue on and Katie will be working with ADF&G and our legislators to craft legislation for introduction this session. Linda Anderson is already working on this and contacting legislators.
 7. Scheduling Issues: It might be a good idea to have a short discussion about scheduling for the upcoming year in order to get everyone on the same page and start planning. First, at the last meeting, Council members seemed to agree that a workshop in January to discuss expanding the municipal boundaries in the port area was a good idea. The Mayor also discussed her desire to reserve all of the 4 PM timeslots as

- needed for workshops on employee health insurance. We have already changed a possible meeting with legislators from the 4 Pm timeslot for that reason. So, just be advised that unless something changes, other arrangements would have to be made for the boundary issue. Also, last fall, during the CIP discussions, the Council talked about conducting some strategic planning this winter. The budget also includes, at Councilmember Howard's, request, funding for the Citizen's Academy. Council would certainly want to discuss the program goals, objectives, process and hoped for outcomes before we launch into it. Maybe we need a workshop to discuss workshops!!
8. Kachemak City Agreements. I am working with Kachemak City Mayor Phil Morris on a number of new and/or updated agreements between the two Cities. These agreements include a cost sharing agreement for installation of the natural gas line on Spencer Drive, a fire and emergency services agreement and associated tanker truck lease agreement, Steller's Jay and Golden Plover road maintenance agreement, and a sewer operations agreement. Expect to see at least some of these agreements for review and approval at the first meeting in January.
 9. New Port and Harbor Building: The most recent committee meeting was very productive. Based upon the meeting, the staff has given new direction to the architects. Cost savings and budget cuts were requested in some key areas and other possible sources of money were identified to fund some features of the proposed design. The consultants were asked to prepare new costs estimates for the Committee meeting on December 20.
 10. Police Department Statistics: The Police Department has been extremely busy this year. The departmental statistical reports through October will be placed in your mailboxes in about a week. When you get a chance, please take a minute to review the Police Report because it is very informative about the types of incidents and arrests the Police have been involved in. There has been a large spike in drug arrests and drug investigations. At the end of October, the Police had already broken the all- time yearly record for arrests and prisoner days at the jail. This is a story that the community needs to be aware of and try to address. We are fortunate that we already have the MAPP group and other non-profits working on the causes of these problems and proposing solutions. But this is something we should all be concerned about as a community.

ATTACHMENTS

1. December Employee Anniversaries
2. Final Finding and Decision / Tidelands Conveyance



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue
Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

Memorandum

TO: MAYOR WYTHE AND CITY COUNCIL
FROM: Walt Wrede
DATE: December 4, 2013
SUBJECT: December Employee Anniversaries

I would like to take the time to thank the following employees for the dedication, commitment and service they have provided the City and taxpayers of Homer over the years.

Will Hutt,	Police	19 Years
Chris Cushman,	Fire	4 Years
Todd Cook,	Public Works	4 Years
Angie Otteson,	Public Works	4 Years
Katie Koester,	Administration	2 Years
Mark Robl,	Police	29 Years
Bryan Hawkins,	Port & Harbor	14 Years

**ALASKA DEPARTMENT OF NATURAL RESOURCES
DIVISION OF MINING, LAND AND WATER
MUNICIPAL ENTITLEMENT**

**FINAL FINDING AND DECISION
CONVEYANCE OF TIDE AND SUBMERGED LAND
UNDER AS 38.05.825**

CITY OF HOMER HOMER SPIT-KACHEMAK BAY ADL 231763

I. SUPPLEMENT STATEMENT

This Final Finding and Decision (FFD) supplements the Preliminary Decision (PD) issued on October 25, 2013 for the proposed action which is incorporated herein. The FFD does not make any changes to the PD, but clarifies that the tide and submerged (tidelands) lands will remain within the boundary of the Kachemak Bay Critical Habitat area (KBCHA) and only state legislature may remove these tidelands from the KBCHA. The Department of Natural Resources (DNR) received two comments responding to the PD that is incorporated stating no objections.

II. RECOMMENDED ACTION

DNR has determined in this FFD that Alternative 3 described in the PD is the preferred action. The FFD finds it is in the best interest of the state to convey the tide and submerged lands of 13.273 acres as indicated in TABLE A to the City of Homer in accordance to AS 38.05.825 and the Public Trust Doctrine.

These state-owned tide and submerged lands approved for conveyance to the City of Homer are subject to the following:

Subject to:

Conditions, Restrictions and Reservations

1. Administration of state leases and permits in the surface estate, if any, will be transferred to the City of Homer once the FFD is effective.
2. Management authority for the approved state-owned tide and submerged lands will be transferred to the City of Homer once the FFD is effective. The City may execute leases and permits prior to issuance of a state conveyance document in accordance with AS 38.05.825.
3. All mineral related permits, licenses, claims and leases affecting the tide and submerged lands proposed for conveyance, if any, will remain under the authority of the state.
4. The City is subject to the requirements of the Public Trust Doctrine as it applies to the approved lands and to the requirements of AS 38.05.825.

Conveyance document to include following:

1. Valid existing rights, including reservations, easements, and exceptions in the U.S. Patent, or other state or federal conveyance, and in acts authorizing the issue thereof; easements, rights-of-way, covenants, conditions, reservations, notes on the plat, and restrictions of record, if any.
2. Reservation of the mineral estate pursuant to Section 6(i) of the Alaska Statehood Act and AS 38.05.125; a reservation of reasonably necessary access to the mineral estate in accordance with AS 38.05.130.
3. Notification to the Alaska State Historic Preservation Office in accordance with AS 41.35.070(d) is required upon discovery of historic, prehistoric, or archaeological sites, locations, remains or objects.

TABLE 'A'

TIDE AND SUBMERGED LANDS APPROVED FOR CONVEYANCE

DNR will convey these state-owned tide and submerged lands approved for conveyance identified in TABLE A. The final acreage will be determined at the time of survey and are 'subject to' the applicable conditions, restrictions and reservations as listed in the PD and in this FFD.

Map #	Seward Meridian of Township(T), Range(R) & Section	Legal / Plat	Acreage
Map 2	S T6S, R13W, Protracted Section 36 and S T7S, R13W, Protracted Section 1	ATS No. 1373, which encompasses the City of Homer Deep Water Dock Port Facility.	11.908
Map 3	S T7S, R13W, Protracted Section 1	ATS No. 1603, which encompasses that portion of the City of Homer Pioneer Dock.	1.365
TOTAL ACRES:			13.273

III. AUTHORITY

The authority for conveyance of state-owned tide and submerged land is pursuant to AS 38.05.825 and the authority for the FFD is pursuant to AS 38.05.035(e).

IV. PUBLIC NOTICE

Public Notice has been accomplished in accordance with AS 38.05.945.

V. RESPONSE TO COMMENTS

The City of Homer and the Alaska Department of Fish & Game (ADF&G) were the only two entities who submitted comments in response to the PD and having no objections. The comments are as follows:

1. City of Homer

The City of Homer concurs with the findings of the Preliminary Decision.

DNR Response: DNR acknowledges that the City of Homer stated no objections.

2. Department of Fish & Game (ADF&G), Access Defense Program:

ADF&G has reviewed the public notice and Preliminary Decision for the conveyance of tide and submerged lands to the City of Homer (ADL 231763). ADF&G supports the conveyance of these tide and submerged lands that are located within the Kachemak Bay Critical Habitat Area (KBCHA). We do suggest that the Final Finding and Decision identify that the subject tide and submerged lands will remain within the boundary of the KBCHA after conveyance to the City. Only the State Legislature can remove the tidelands from the KBCHA.

DNR Response:

DNR acknowledges there are no objections and has provided clarification in this decision for the tidelands to remain within the KBCHA and only the State Legislature can remove the tidelands from the KBCHA.

VI. DISCUSSION AND FINAL FINDING AND DECISION

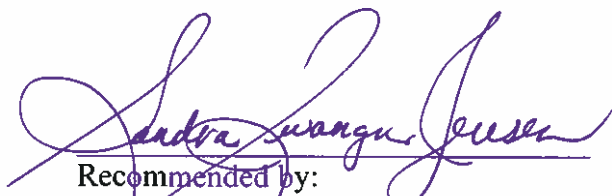
This decision affects the City of Homer tide and submerged land selections of 13.273 acres. These selections were determined to meet the requirements of AS 38.05.825, and this decision determines that the interests of the City of Homer outweigh those of the state, and are appropriate to convey to the City of Homer. The conveyance of these tidelands does not change the fact that they will remain within the boundary of the Kachemak Bay Critical Habitat area KBCHA. Only state legislature can remove lands from the KBCHA.

Additionally, this decision finds that the imposition of a 'to' and 'along' easements under AS 38.05.127 is inappropriate. The 'along' easement will not serve any useful access function and would create unsafe conditions for the public on the existing and proposed expansion area of the Deep Water Dock and on the existing portion of the Pioneer Dock; the 'to' easement is unnecessary since DNR has determined that Freight Dock Road and Outer Dock Road function as public access for the public, whether it is vehicular or pedestrian traffic under 11 AAC 51.045.


The following are specific findings in this decision that:

1. It is appropriate to convey ATS No. 1603 (1.365 acres) and ATS 1373 (11.908 acres) for a total of 13.273 acres of state-owned tide and submerged lands to the City of Homer pursuant to AS 38.05.825 as the interest of the state to retain the tidelands does not outweigh the interests of the City of Homer in obtaining them.
2. It is appropriate for the additional infrastructure development to widen and extend the Deep Water Dock and trestle for continued operation as it is consistent with management unit 530, including the plan designation and management intent.
3. It is appropriate to resolve the encroachment of a portion of the Pioneer Dock on state-owned tidelands.
4. It is inappropriate to impose the 'along' easement under AS 38.05.127 on the existing and proposed expansion area of the Deep Water Dock and on the existing portion of the Pioneer Dock since it would serve no useful access function and would create unsafe conditions for the public under 11 AAC 51.045.
5. It is appropriate not to impose the 'to' easement under AS 38.05.127 since Freight Dock Road and Outer Dock Road currently function as public accesses for the public, whether it is vehicular or pedestrian traffic under 11 AAC 51.045.
6. The intended use is consistent with the designation and the management intent of the Kenai Area Plan (KAP).
7. The area of the subject action remains within the KAP intent.

The findings presented above has been reviewed and considered. Public Notice has been accomplished in accordance with AS 38.05.945. The case file has been found to be complete and the requirements of all applicable statutes have been satisfied. I find that it is in the best interest of the state to proceed with the conveyance of the tide and submerged land as described in the PD and this FFD.


Recommended by:
Sandra Swanger-Jensen, Manager
Municipal Entitlements

11/27/2013
Date


Approved by:
Bruce Phelps, Section Chief
Resource Assessment & Development

11/27/13
Date

APPEAL PROVISION

A person affected by this decision may appeal it, in accordance with 11 AAC 02. Any appeal must be received in writing within 20 calendar days after the date of issuance of this decision, as defined in 11 AAC 02.040(c) and (d), and may be mailed or delivered to Joe Balash, Commissioner, Department of Natural Resources, 550 West 7th Avenue, Suite 1400, Anchorage, Alaska 99501; faxed to 1-907-269-8918, or sent by electronic mail to dnr.appeals@alaska.gov.

If no appeal is filed by the appeal deadline, this decision goes into effect as a final administrative order and decision of the department on the 31st day of issuance. An eligible person must first appeal this decision in accordance with 11 AAC 02 before appealing this decision to the Superior Court (11 AAC 02.020(a) and (b)). A copy of 11 AAC 02 may be obtained from any regional office of the Department of Natural Resources.

ATTACHMENTS TO FFD

MAP 1-Vicinity Map

MAP 2-Pioneer Dock

MAP 3-Deep Water Dock

Map 3

T 7S, R 13W, Protracted Section 1, S.M.

City of Homer: Pioneer Dock
T 7S, R 13W, Protracted Section 1, Seward Meridian
Plat No. 2001-6 Alaska Tideland Survey No. 1603

Legend

-  City Limits
-  Requested State Tideland
-  Section Lines



City of Homer
Planning and Zoning Department
November 27, 2013

Pioneer Dock

0 225 450 Feet



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.

City of Homer: Deep Water Dock Port Facility
T 6S, R 13W, Protracted Section 36, Seward Meridian
T 7S, R 13W, Protracted Section 1, Seward Meridian
Plat No. 89-19 Alaska Tidelands Survey No. 1373

Map 1

T 6S, R 13W, Protracted Section 36,
S.M.

City of Homer: Pioneer Dock
T 7S, R 13W, Protracted Section 1, Seward Meridian
Plat No. 2001-6 Alaska Tidelands Survey No. 1603

Legend

-  City Limits
-  Requested State Tidelands
-  SectionLines

T 7S, R 13W, Protracted Section 1, S.M.



City of Homer
Planning and Zoning Department
November 27, 2013

Vicinity Map

0 250 500 1,000
Feet



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Map 2

T 6S, R 13W, Protracted Section 36, S.M.

City of Homer: Deep Water Dock Port Facility
T 6S, R 13W, Protracted Sec 36, Seward Meridian
T 7S, R 13W, Protracted Sec. 1, Seward Meridian
Plat No. 89-19 Alaska Tideland Survey No. 1373

Legend

-  City Limits
-  Requested State Tideland
-  Section Lines

T 7S, R 13W, Protracted Section 1, S.M.



City of Homer
Planning and Zoning Department
November 27, 2013

Deep Water Dock

0 225 450 Feet



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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: MAYOR AND CITY COUNCIL

FROM: MELISSA JACOBSEN, CMC, DEPUTY CITY CLERK

DATE: DECEMBER 2, 2013

SUBJECT: BID REPORT

ITB HOMER HARBOR FACILITIES IMPROVEMENTS 2014 - Sealed bids for the construction of the Homer Harbor Facilities Improvements - 2014 will be received at the Office of the City Clerk, City Hall, City of Homer, 491 East Pioneer Avenue, Homer, Alaska, until 2:00 p.m. Friday, December 20, 2013, at which time they will be publicly opened and read. The time of receipt will be determined by the City Clerk's time stamp. Bids received after the time fixed for the receipt of the bids shall not be considered. All bidders must submit a City of Homer Plan Holders Registration form to be on the Plan Holders List and to be considered responsive. Plan holder registration forms, and Plans and Specifications are available on line at <http://www.cityofhomer-ak.gov/rfps>



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

TO: MAYOR WYTHER AND CITY COUNCIL

FROM: JO JOHNSON, MMC, CITY CLERK

DATE: DECEMBER 3, 2013

SUBJECT: GAMES REPORT

We have received notification of a 2014 Gaming Permit Application by the following entities:

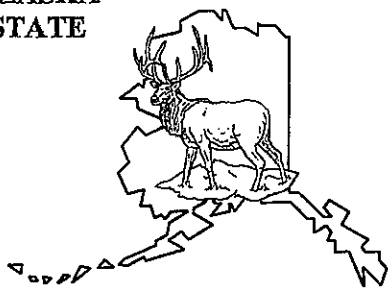
Alaska State Elks Association for Homer Elks Lodge #2127

RECOMMENDATION:

Informational only.

Fiscal Note: Revenues.

ALASKA
STATE



ELKS ASSOCIATION

2013 ~ 2014 ALASKA STATE ASSOCIATION OFFICERS

Janet Johnson, President
P.O. Box 1
Kodiak, AK 99615-0001
(907) 487-1954 or (907)-539-1956

NOV 15 2013

JOEL HEMBACH, President Elect
18850 War Admiral Rd.
Eagle River, AK 99577-8329

KONRAD JACKSON, Trustee Chair
P.O. Box 2935
Soldotna, AK 99669-2935

JON E. SHENNETT, Vice President
P.O. Box 2642
Sitka, AK 99835-2642

BRUCE MORINITI, Trustee
16207 Squaw Valley Circle
Eagle River, AK 99577

PAUL J. WHITNEY, Secretary
231 Knoll Circle
Soldotna, AK 99669-7352

Kerry Tomlinson-Daum, Trustee
P.O. Box 672
Sitka, AK 99835-0672

AL NAGEL, Treasurer
19637 N. Montague Loop
Eagle River, AK 99577

ROGER R. TRUE, PGER/Alaska Sponsor
251 Thyme Circle
Richland, WA 99352

November 11, 2013

City of Homer
491 East Pioneer Avenue
Homer, AK 99603

The Alaska State Elks Association has applied for a renewal of our Gaming Permit to conduct raffles in the City of Homer area through our Homer Elks Lodge 2127. Pursuant to Alaska State Gaming Regulations we have enclosed a copy of our renewal application.

If there should be any questions feel free to contact me at any time.

Sincerely,

A handwritten signature in cursive script that reads "Paul J. Whitney".

Paul J. Whitney, Secretary
Alaska State Elks Association
231 Knoll Circle
Soldotna, AK 99669-7352
907-262-5667
aseasecretary@live.com

Alaska

2014 Gaming Permit Application



826

Organization Information

Federal EIN 92-6026104	If renewing, enter gaming permit # 1415	Phone Number 907-262-5667	Fax Number
Organization Name ALASKA STATE ELKS ASSOCIATION CTF		Website Address ALASKASTATEELKS.ORG	
Mailing Address 231 KNOWL CIRCLE		City SOLDOTNA	State AK Zip Code 99669-7352
Entity Type (check one) <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Association		Organization Type (check one) for definitions see AS 05.15.690 and 15 AAC 160.995. <input type="checkbox"/> Charitable <input type="checkbox"/> Civic or service <input type="checkbox"/> Dog mushers' association <input type="checkbox"/> Educational <input type="checkbox"/> Fishing derby association <input checked="" type="checkbox"/> Fraternal <input type="checkbox"/> Labor <input type="checkbox"/> Municipality <input type="checkbox"/> Nonprofit trade association <input type="checkbox"/> Outboard motor association <input type="checkbox"/> Police or fire department <input type="checkbox"/> Political <input type="checkbox"/> Religious <input type="checkbox"/> Veterans <input type="checkbox"/> IRA/Native Village	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Does the organization have 25 or more members, as defined in your articles of incorporation or bylaws, who are Alaska residents?			

Members in Charge of Games

Members in charge must be natural persons and active members of the organization or employees of the municipality and designated by the organization. Members in charge may not be licensed as an operator, be a registered pull-tab vendor or an employee of a vendor for this organization. If more than one alternate, attach a separate sheet.

Primary Member First Name PAUL	M.I. J	Primary Member Last Name WHITNEY	Alternate Member First Name KENRAD	M.I. Q	Alternate Member Last Name JACKSON
Social Security Number		Email ASEA@SECRETARY@LIVE.COM	Social Security Number		Email KQJACK@HOTMAIL.COM
Daytime Phone Number 907-262-5667		Mobile Number 907-395-7231	Daytime Phone Number 907-283-3872		Mobile Number 907-398-9121
Home Mailing Address 231 KNOWL CIRCLE		Home Mailing Address P.O. Box 2935			
City SOLDOTNA	State AK	Zip Code 99669-7352	City SOLDOTNA	State AK	Zip Code 99669-2935
Has the primary member passed the test? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Permit # under which test was taken: 662	Has the alternate member passed the test? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Permit # under which test was taken: 528

Legal Questions

These questions must be answered. If you answer Yes to either question, see instructions.

<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Does any member of management or any person who is responsible for gaming activities have a prohibited conflict of interest as defined by 15 AAC 160.954?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Has any member of management or any person who is responsible for gaming activities ever been convicted of a felony, extortion, or a violation of a law or ordinance of this state, or another jurisdiction, that is a crime involving theft or dishonesty, or a violation of gambling laws?
---	--

We declare, under penalty of unsworn falsification, that we have examined this application, including any attachments, and that, to the best of our knowledge and belief, it is true and complete. We understand that any false statement made on the application or any attachments is punishable by law. By our signatures below we, the primary member, the alternate member, and if applicable, the manager of games, agree to allow the Department of Revenue to review any criminal history we may have, in accordance with 15 AAC 160.934.

Primary Member In Charge's Signature <i>Paul J. Whitney</i>	Printed Name PAUL J. WHITNEY	Date 10/26/13
President or Other Officer's Signature (see instructions) <i>Janet L. Johnson</i>	Printed Name JANET L. JOHNSON	Date 10/28/13
Alternate Member In Charge's Signature <i>Kenrad Q. Jackson</i>	Printed Name KENRAD Q. JACKSON	Date 10/26/13
Manager of Games Signature	Printed Name	Date

DEPARTMENT USE ONLY
Validation #
Date Stamp

One copy of the completed application must be sent to the nearest municipality or borough. See instructions for mandatory attachments.

Pay online with OTIS at www.tax.alaska.gov or make check payable to State of Alaska. New applicants must pay by check.

Permit Fee

The permit fee is based on the 2012 estimated gross receipts. Check the appropriate box.

<input type="checkbox"/> New applicant	\$20
<input type="checkbox"/> \$0 - \$20,000	\$20
<input checked="" type="checkbox"/> \$20,001 - \$100,000	\$50
<input type="checkbox"/> \$100,001 or more	\$100

Mail to: Alaska Department of Revenue, PO Box 110420, Juneau AK 99811-0420

0405-826 Rev 08/30/13 - page 1

2014 Alaska Gaming Permit Application

826

Gaming Permit # 1415	Organization Name ALASKA STATE ELKS ASSOCIATION CTF
--------------------------------	---

Facility-Based Games (self-directed) If more than two facilities, attach a separate sheet.

Facility Name	Physical Address	City	State AK	Zip Code
Facility Type (check one) <input type="checkbox"/> Owned <input type="checkbox"/> Leased <input type="checkbox"/> Donated	Game Type (check all that apply) <input type="checkbox"/> Bingo <input type="checkbox"/> Raffle <input type="checkbox"/> Pull-tabs <input type="checkbox"/> Animal classic (chicken)* <input type="checkbox"/> Animal classic (rat race)* <input type="checkbox"/> Special draw raffle ** <input type="checkbox"/> Calcutta pool**			
Facility Name	Physical Address	City	State AK	Zip Code
Facility Type (check one) <input type="checkbox"/> Owned <input type="checkbox"/> Leased <input type="checkbox"/> Donated	Game Type (check all that apply) <input type="checkbox"/> Bingo <input type="checkbox"/> Raffle <input type="checkbox"/> Pull-tabs <input type="checkbox"/> Animal classic (chicken)* <input type="checkbox"/> Animal classic (rat race)* <input type="checkbox"/> Special draw raffle ** <input type="checkbox"/> Calcutta pool**			

Area-Based Games If more than two areas, attach a separate sheet. * restricted game type **see instructions for mandatory attachments

Area SEE ATTACHED LIST	Game type (check all that apply) <input checked="" type="checkbox"/> Raffle <input type="checkbox"/> Contest of skill <input type="checkbox"/> Fish derby <input type="checkbox"/> Dog musher' contest <input type="checkbox"/> Classic/ <input type="checkbox"/> Other (specify) _____
Area SEE ATTACHED LIST	Game type (check all that apply) <input checked="" type="checkbox"/> Raffle <input type="checkbox"/> Contest of skill <input type="checkbox"/> Fish derby <input type="checkbox"/> Dog musher' contest <input type="checkbox"/> Classic/ <input type="checkbox"/> Other (specify) _____

Manager of Games Required only for self-directed pull-tabs and bingo.

Manager First Name	MI	Manager Last Name	Social Security Number	Daytime Phone Number
Home Mailing Address			Email	Mobile Phone
City	State	Zip Code	Has the manager of games passed the test? <input type="checkbox"/> Yes <input type="checkbox"/> No	Permit # under which test taken

Vendor Information Attach 2013 vendor registration form(s) and fee(s) for each vendor listed below.

Bar or Liquor Store Name	Physical Address	City	State AK	Zip Code
Bar or Liquor Store Name	Physical Address	City	State AK	Zip Code
Bar or Liquor Store Name	Physical Address	City	State AK	Zip Code
Bar or Liquor Store Name	Physical Address	City	State AK	Zip Code
Bar or Liquor Store Name	Physical Address	City	State AK	Zip Code

Operator Information

Designate operator who will conduct activities on the organization's behalf. Attach signed operating contract(s). If more than one operator, attach a separate sheet.

Operator License #	Operator	Facility Name	Game Type(s)
Physical Address		City	State Zip Code

Multiple-Beneficiary Permittee Information (MBP)

Designate the MBP with which the organization has signed a partnership or joint venture agreement.

MBP Permit #	MBP Name	Facility Name	Game Type(s)
Physical Address		City	State Zip Code

Dedication of Net Proceeds Describe in detail how the organization will use the net proceeds from gaming activities.

Gaming funds are used to support the Major Project-Youth Camp, a two week summer camp for 100 boys and 100 girls aged 9-13, D.A.R.E. Program, Hoop Shoot, a free throw competition for boys and girls aged 7-13, Soccer Shoot, for boys and girls aged 7-13, other Youth Activities, Scholarships, Veteran programs, Americanism and other state wide activities in support of our communities.

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2013 ALASKA GAMING PERMIT APPLICATION

AREA-BASED GAMES

Anchorage Area Municipality of Anchorage	Anchorage Elks Lodge 2868 P.O. Box 230462 Anchorage, AK 99525	RAFFLE
Eagle River Area Municipality of Anchorage	Eagle River Elks Lodge 2682 17111 North Eagle River Loop Road Eagle River, AK 99577	RAFFLE
Fairbanks Area City of Fairbanks	Fairbanks Elks Lodge 1551 1003 Pioneer Road Fairbanks, AK 99701	RAFFLE
Wasilla Area Matanuska-Susitna Borough	Palmer Elks Lodge 1842 2600 North Barrys Resort Road Wasilla, AK 99645	RAFFLE
Valdez Area City of Valdez	Valdez Elks Lodge 2537 339 Fairbanks Street (P.O. Box 1607) Valdez, AK 99686	RAFFLE
Bristol Bay Area Bristol Bay Borough	Bristol Bay Elks Lodge 2687 Mile 5 Omholt Subdivision (P.O. Box 477) King Salmon, AK 99613	RAFFLE
Homer Area City of Homer	Homer Elks Lodge 2127 215 Jenny Lane Homer, AK 99603	RAFFLE
Kenai Area City of Kenai	Kenai Elks Lodge 2425 205 Barnacle Way Kenai, AK 99611	RAFFLE
Kodiak Area City of Kodiak	Kodiak Elks Lodge 1772 102 West Marine Way (P.O. Box 846) Kodiak, AK 99615	RAFFLE
Seward Area City of Seward	Seward Elks Lodge 1773 419 5 th Avenue (P.O. Box 426) Seward, AK 99664	RAFFLE
Soldotna Area Kenai Peninsula Borough	Soldotna Elks Lodge 2706 44640 Parkway Avenue Soldotna, AK 99669	RAFFLE
Juneau Area City & Borough of Juneau	Juneau Elks Lodge 420 P.O. Box 33239 Juneau, AK 99803	RAFFLE

Ketchikan Area City of Ketchikan	Ketchikan Elks Lodge 1429 1448 Tongass (P.O. Box 5177) Ketchikan, AK 99901	RAFFLE
Petersburg Area City of Petersburg	Petersburg Elks Lodge 1615 301 North First Street (P.O. Box 609) Petersburg, AK 99833	RAFFLE
Sitka Area City & Borough of Sitka	Sitka Elks Lodge 1662 412 Sawmill Creek Road Sitka, AK 99835	RAFFLE
Skagway Area Municipality of Skagway Borough	Skagway Elks Lodge 431 560 State Street (P.O. Box 416) Skagway, AK 99840	RAFFLE
Wrangell Area City & Borough of Wrangell	Wrangell Elks Lodge 1595 103 Front Street (P.O. Box 377) Wrangell, AK 99929	RAFFLE

CITY ATTORNEY REPORT

COMMITTEE REPORTS

PENDING BUSINESS

ORDINANCE REFERENCE SHEET
2013 ORDINANCE
ORDINANCE 13-42

An Ordinance of the City Council of Homer, Alaska, Amending the Definition of “Discontinued” in Homer City Code 21.61.015, Definitions, to Extend the Time Required to Discontinue a Nonconforming Use from 12 Months to 36 Months.

Sponsor: Zak

1. City Council Regular Meeting October 28, 2013 Introduction
2. City Council Regular Meeting November 25, 2013 Public Hearing and Second Reading
3. City Council Regular Meeting December 9, 2013 Second Reading

**CITY OF HOMER
HOMER, ALASKA**

Zak

ORDINANCE 13-42(A)

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING THE DEFINITION OF "DISCONTINUED" IN HOMER
CITY CODE 21.61.015, DEFINITIONS, TO EXTEND THE TIME
REQUIRED TO DISCONTINUE A NONCONFORMING USE FROM 12
MONTHS TO ~~36~~ 24 MONTHS.

WHEREAS, The City's zoning code permits the continuation of a lawful nonconforming use subject to limitations; and

WHEREAS, One such limitation is that the right to maintain a nonconforming use terminates when the use ceases and has not substantially resumed for a period of 12 consecutive months; and

WHEREAS, Due to factors outside the control of the former or successor operator of a nonconforming use, the time required for a successor operator to resume the operation of the use may exceed 12 months, resulting in an unfair forfeiture of the right to maintain the use; and

WHEREAS, A ~~36~~ 24-month limit on the time a nonconforming use may cease will provide a more reasonable time for a successor operator to accomplish the steps necessary to resume operation of the use.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The definition of "Discontinued" in HCC 21.61.015, Definitions, is hereby amended to read as follows:

"Discontinued" means that a nonconforming use has ceased, and has not substantially resumed, for a period of 24 ~~36-12~~ consecutive months, regardless of intent.

Section 2. This Ordinance is of a permanent and general character and shall be included in the City Code.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this _____ day of _____ 2013.

[Added language underlined. ~~Deleted language stricken through.~~]

CITY OF HOMER

MARY E. WYTHE, MAYOR

ATTEST:

JO JOHNSON, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:

Reviewed and approved as to form.

Walt Wrede, City Manager

Thomas F. Klinkner, City Attorney

Date: _____

Date: _____

Fiscal Note: N/A

[Added language underlined. ~~Deleted language stricken through.~~]

Jo Johnson

Laydown @
Oct. 28 meeting

From: Frank Griswold <fsgriz@alaska.net>
Sent: Monday, October 28, 2013 2:36 PM
To: Jo Johnson
Cc: Rick Abboud
Subject: Proposed Ordinance 13-42

Dear Mayor and Council members,

There is no public need or other legal justification for proposed Ordinance 13-42; it is designed to financially benefit one private interest at the expense of the general public. Nonconforming uses are presumably detrimental to the public interest or they would not be restricted by the Homer Zoning Code in the first place. The "right" to use property for a particular use is not a fundamental attribute of property ownership. Rather, it is a contingent right that is dependent upon state law and local zoning regulations. See *City of Des Moines v. Gray Businesses*, 130 Wn. App. 600 (2005); 158 Wn.2d 1024 (2006). According to Patricia E. Salkin, American Law of Zoning, vol. 2, 12-233 to 12-235 (Thompson Reuters/West 5th edition, 2009), the periods of vacancy, discontinuance, or abandonment that may trigger a permanent cessation of nonconforming use can range from 30 days to two years. I am not aware of any municipality that has a 36-month discontinuance provision. The 12-month discontinuance period currently stipulated under HCC 21.61.015 is fair and reasonable. A 36-month discontinuance period is clearly excessive and unreasonable. Proposed Ordinance 13-42 should be voted down.

Frank Griswold

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

