



LAYDOWN PACKET

City Council Meeting

Monday, May 22, 2023 at 6:00 PM

City Hall Cowles Council Chambers In-Person & Via Zoom Webinar

Homer City Hall

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

Zoom Webinar ID: 205 093 973 Password: 610853

<https://cityofhomer.zoom.us>
Dial: 346-248-7799 or 669-900-6833;
(Toll Free) 888-788-0099 or 877-853-5247

- **Financial Package**
- **Financial Supplement** as backup to Ordinance 23-37, HAWSP Funds for Engineering and Installation of Water and Sewer at Jack Gist Park.
- **Resolution 23-053(S)** A Resolution of the City Council of Homer, Alaska Awarding a Contract for 2023 Lawn Maintenance for Homer Public Library, Homer Police Department, Homer Education and Recreation Complex (HERC) and Two City Parks to a Firm to be Announced **Overdorf Landscaping** in an Amount to be Disclosed **the Amount of \$19,125 for the 2023 Season** and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager.



City of Homer

www.cityofhomer-ak.gov

Finance Department

491 East Pioneer Avenue

Homer, Alaska 99603

finance@cityofhomer-ak.gov

(p) 907-235-8121

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Memorandum

TO: Mayor Castner and Homer City Council

THROUGH: Rob Dumouchel, City Manager

FROM: Elizabeth Walton, Finance Director

DATE: May 22, 2023

SUBJECT: Financial Package

Attached to this memo is a package that highlight relevant financial information to aide in budget conversations.

Included in this package, you will find:

1. FY23 3rd Quarter Operating Funds Expenditure Report (pg. 1-3)
2. FY23 3rd Quarter Treasurer's Report (pg. 4)
3. Cash Balance Reconciliation Report (pg. 5)
4. Updated General Fund Unassigned Fund Balance Report (pg. 6)
5. Updated Capital Fund Balance Reports (pg. 7-19)
6. Capital Funds – Fund Balance Historical Charts (pg. 20-21)

Quarterly General Fund
Expenditure Report
Thru Quarter Ended March 31, 2023

	Current Fiscal Analysis			Historical
	FY23	FY23 YTD		7/1/21 -
	AMENDED BUDGET	ACTUAL		3/31/22 ACTUAL
	\$		%	
Revenues				
Property Taxes	\$ 3,883,898	\$ 3,996,923	103%	\$ 3,761,128
Sales and Use Taxes	8,962,391	6,956,298	78%	6,383,293
Permits and Licenses	44,261	24,976	56%	27,979
Fines and Forfeitures	17,393	11,051	64%	19,731
Use of Money	153,499	81,341	53%	(159,958)
Intergovernmental	562,866	436,650	78%	443,850
Charges for Services	518,992	496,308	96%	546,678
Other Revenues	-	68,363		84,471
Airport	194,643	159,794	82%	163,706
Operating Transfers	907,807	-	0%	846,091
Total Revenues	\$ 15,245,750	\$ 12,231,702	80%	\$ 12,116,969
Expenditures & Transfers				
Administration	\$ 1,822,723	\$ 1,251,304	69%	\$ 917,041
Clerks	923,374	584,161	63%	669,401
Planning	451,763	349,128	77%	293,932
Library	1,031,478	760,534	74%	635,325
Finance	950,283	654,347	69%	583,362
Fire	1,619,444	1,118,001	69%	976,237
Police	4,103,074	3,262,344	80%	2,825,892
Public Works	3,426,209	2,158,339	63%	1,989,780
Airport	238,518	191,059	80%	182,950
City Hall, HERC	195,049	115,948	59%	123,790
Non-Departmental	94,000	104,000	111%	4,579,000
Total Operating Expenditures	\$ 14,855,915	\$ 10,549,165	71%	\$ 13,776,709
Transfer to Other Funds				
Leave Cash Out	\$ 122,629	\$ -	0%	\$ 136,126
Other	257,206	-	0%	-
Total Transfer to Other Funds	\$ 379,835	\$ -	0%	\$ 136,126
Transfer to CARMA				
General Fund Fleet CARMA	\$ -	\$ -	0%	\$ 2,469
General Fund CARMA	-	-	0%	\$ 45,673
Seawall CARMA	10,000	-	0%	-
Total Transfer to CARMA Funds	\$ 10,000	\$ -	0%	\$ 48,142
Total Expenditures & Transfers	\$ 15,245,750	\$ 10,549,165	69%	\$ 13,960,977
Net Revenues Over (Under) Expenditures	\$ (0)	\$ 1,682,537		

Quarterly Water and Sewer Fund
Expenditure Report
Thru Quarter Ended March 31, 2023

	Current Fiscal Analysis			Historical
	FY23	FY23 YTD		7/1/21 -
	AMENDED BUDGET	ACTUAL		3/31/22 ACTUAL
		\$	%	
Revenues				
Water Fund	\$ 2,013,406	\$ 1,434,899	71%	\$ 1,520,406
Sewer Fund	1,754,682	1,457,892	83%	1,340,158
Total Revenues	\$ 3,768,088	\$ 2,892,791	77%	\$ 2,860,564
Expenditures & Transfers				
<u>Water</u>				
Administration	\$ 215,482	\$ 178,507	83%	\$ 173,465
Treatment Plant	666,885	476,513	71%	425,176
System Testing	28,750	22,956	80%	22,390
Pump Stations	101,020	66,967	66%	69,108
Distribution System	371,410	236,430	64%	239,413
Reservoir	30,196	19,726	65%	9,551
Meters	190,760	113,502	60%	80,124
Hydrants	220,388	148,524	67%	143,367
<u>Sewer</u>				
Administration	\$ 205,215	\$ 164,525	80%	\$ 147,327
Plant Operations	753,303	544,562	72%	495,469
System Testing	15,240	12,066	79%	6,001
Lift Stations	225,231	134,338	60%	142,586
Collection System	303,421	209,888	69%	188,317
Total Operating Expenditures	\$ 3,327,300	\$ 2,328,504	70%	\$ 2,142,295
Transfer to Other Funds				
Leave Cash Out	\$ 76,755	\$ -	0%	\$ 72,026
GF Admin Fees	-	-	0%	-
Other	23,063	-	0%	23,492
Total Transfer to Other Funds	\$ 99,819	\$ -	0%	\$ 95,518
Transfers to CARMA				
Water	\$ 106,804	\$ -	0%	\$ -
Sewer	234,166	-	0%	-
Total Transfer to CARMA Funds	\$ 340,969	\$ -	0%	\$ -
Total Expenditures & Transfers	\$ 3,768,088	\$ 2,328,504	62%	\$ 2,237,812
Net Revenues Over(Under) Expenditures	\$ (0)	\$ 564,287		

Quarterly Port and Harbor Fund
Expenditure Report
Thru Quarter Ended March 31, 2023

	Current Fiscal Analysis			Historical
	FY23	FY23 YTD		7/1/21 -
	AMENDED BUDGET	ACTUAL		3/31/22 ACTUAL
		\$	%	
<u>Revenues</u>				
Administration	\$ 603,464	\$ 565,271	94%	\$ 393,893
Harbor	3,428,020	2,963,447	86%	2,953,448
Pioneer Dock	331,140	208,219	63%	241,853
Fish Dock	572,242	458,121	80%	452,022
Deep Water Dock	176,953	320,276	181%	123,328
Outfall Line	4,800	-	0%	4,800.00
Fish Grinder	7,998	7,365	92%	7,018
Load and Launch Ramp	126,663	55,744	44%	62,992
Total Revenues	\$ 5,251,279	\$ 4,578,444	87%	\$ 4,239,353
<u>Expenditures & Transfers</u>				
Administration	\$ 733,520	\$ 608,092	83%	\$ 549,110
Harbor	1,456,148	1,009,918	69%	981,137
Pioneer Dock	87,309	81,272	93%	76,686
Fish Dock	695,185	397,386	57%	406,922
Deep Water Dock	93,107	76,704	82%	73,090
Outfall Line	6,500	18,647	287%	4,350.00
Fish Grinder	30,333	14,459	48%	12,761
Harbor Maintenance	471,464	362,316	77%	276,962
Main Dock Maintenance	43,657	35,187	81%	25,832
Deep Water Dock Maintenance	54,157	36,726	68%	29,700
Load and Launch Ramp	97,477	61,182	63%	55,505
Total Operating Expenditures	\$ 3,768,858	\$ 2,701,888	72%	\$ 2,492,055
Transfer to Other Funds				
Leave Cash Out	\$ 62,025	\$ -	0%	\$ 66,243
GF Admin Fees	-	-	0%	-
Debt Service	67,325	-	0%	70,338
Other	300,212	-	0%	-
Total Transfer to Other Funds	\$ 429,562	\$ -	0%	\$ 136,581
Transfers to Reserves				
Harbor	\$ 1,023,675	\$ -	0%	\$ -
Load and Launch Ramp	29,186	-	0%	34,201
Total Transfer to Reserves	\$ 1,052,860	\$ -	0%	\$ 34,201
Total Expenditures & Transfers	\$ 5,251,279	\$ 2,701,888	51%	\$ 2,662,837
Net Revenues Over(Under) Expenditures	\$ (0)	\$ 1,876,556		

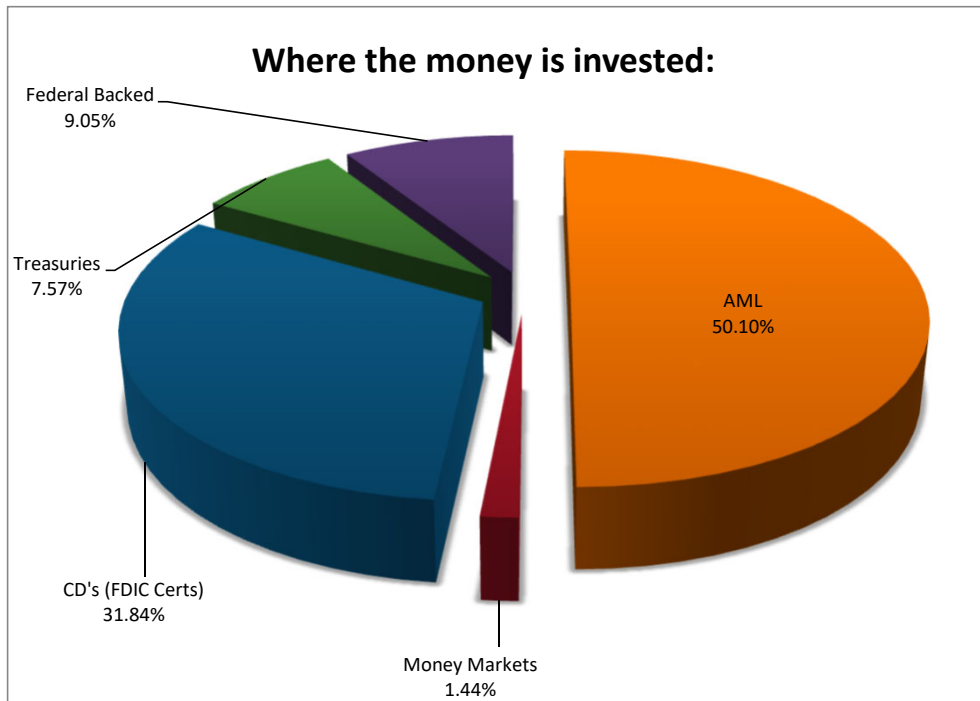
CITY OF HOMER Treasurer's Report

As of:

March 31, 2023

INVESTMENT BY INSTITUTION:	\$ Invested	% Of \$ Invested
Alaska Municipal League	\$ 18,042,433	52%
Pro-Equities	\$ 16,518,023	48%
Total Cash and Investments	\$ 34,560,456	100%

MATURITY OF INVESTMENTS:	AMOUNT	% Of Investment by Maturity Date
1 to 30 Days	4/30/2023 \$ 18,561,780	54%
30 to 120 Days	7/29/2023 \$ 1,164,714	3%
120 to 180 Days	9/27/2023 \$ -	0%
180 to 365 Days	3/30/2024 \$ 2,261,434	7%
Over 1 Year	\$ 12,572,527	36%
TOTAL	\$ 34,560,456	100%



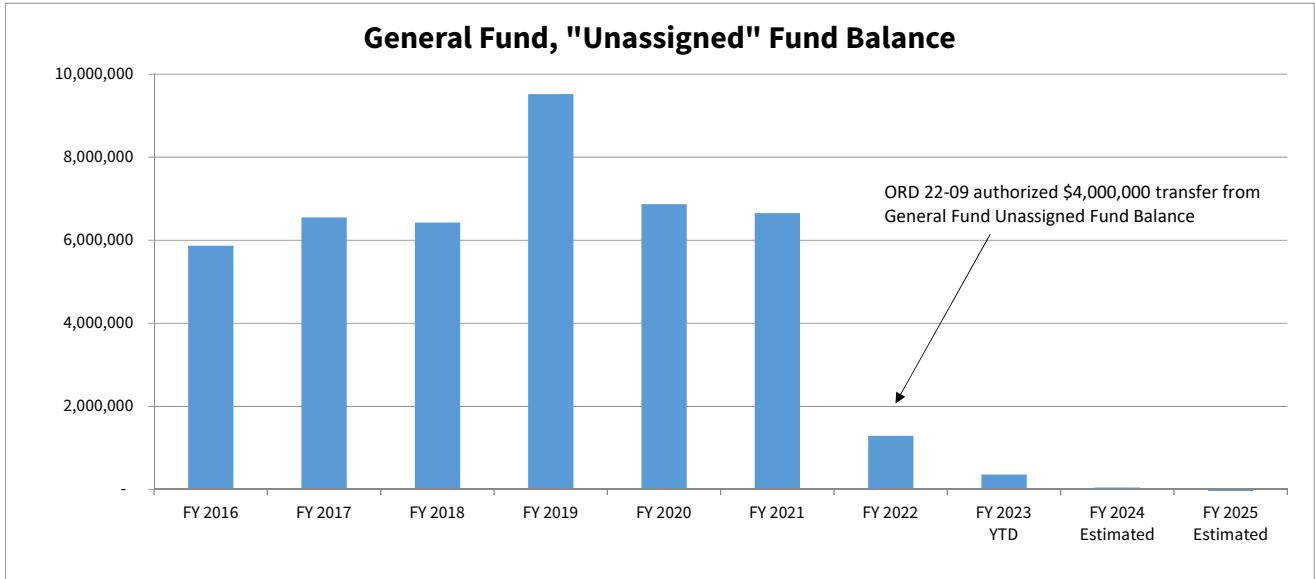
These investments are made in accordance with the City of Homer's investment policy pursuant to Ordinance 93-14, Chapter 3.10. The balances reported are unaudited.

Reconciliation of Deposit and Investment Balances		
	6/30/2021	6/30/2022
Bank Deposits	\$ 1,040,849	\$ 1,976,237
Investments	27,999,248	29,604,318
Total Cash and Investments	\$ 29,040,097	\$ 31,580,555
Cash and Investments	\$ 28,722,117	\$ 31,262,575
Restricted Cash and Investments	317,980	317,980
Total Cash and Investments	\$ 29,040,097	\$ 31,580,555

Distribution of Cash and Investment Balances		
	6/30/2021	6/30/2022
General	\$ 8,605,520	\$ 5,148,484
Utility Special Revenue	3,077,870	2,256,874
HAWSP	3,434,802	4,640,246
Gas Line	(341,275)	300,635
HART Roads	6,368,624	6,159,364
Nonmajor	5,014,801	8,731,791
Port	3,085,821	4,509,598
Internal Service	(206,066)	(166,436)
Total Cash and Investments	\$ 29,040,097	\$ 31,580,555

General Fund Balance - Unassigned

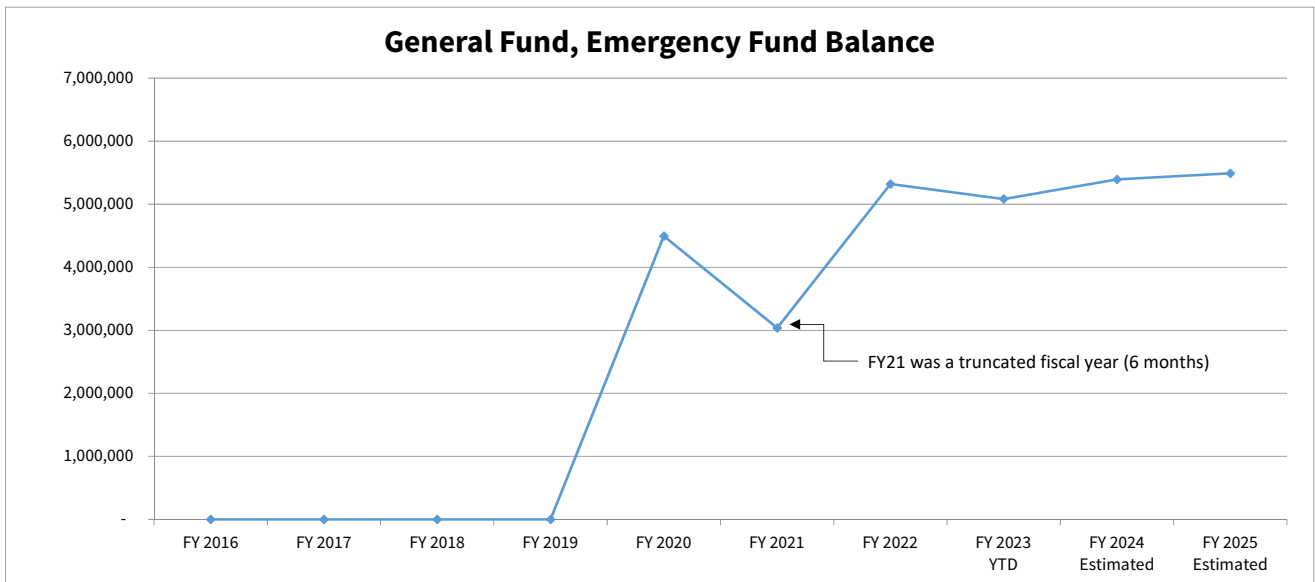
FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023 YTD	FY 2024 Estimated	FY 2025 Estimated
5,864,051	6,549,010	6,425,584	9,522,558	6,867,563	6,650,178	1,289,344	355,415	44,288	(52,229)



General Fund - Emergency Fund Balance

FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023 YTD	FY 2024 Estimated	FY 2025 Estimated
-	-	-	-	4,493,489	3,035,921	5,318,529	5,081,917	5,393,044	5,489,562

Emergency Fund effective FY20 per HCC 3.05.049 - Equal to four months operating revenue for current fiscal year



Land Reserves - Fund 150

Current Information - as of 5/19/23

Fund Name	Current Balance	Encumbrances	Available Balance
Land Reserves	\$ 971,753	\$ 62,488	\$ 909,264

Open Encumbrances - as of 5/19/23

Description	Requestor	ORD #	Amount Remaining
Purchase Lot 6 - Bridge Creek Watershed District	Administration	23-02(A)	\$ 9,321
Two Parcels and Drainage Easements - Bridge Creek	Administration	22-01(A)	\$ 53,168
			\$ 62,488

Requested Projects

Description	Requestor	Fiscal Year	Requested Amount
			\$ -

Future Fund Activity

Activity Description	FY23 Amount	FY24 Amount	FY25 Amount
Operating Budget Transfer			
Net Activity	\$ -	\$ -	\$ -

Proposed Future State

Fund Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
Land Reserves	\$ 971,753	\$ 62,488	\$ -	\$ 909,264
			FY24 Projects \$ -	
			FY24 Net Activity \$ -	
			FY24 Ending Balance \$	909,264
			FY25 Projects \$ -	
			FY25 Net Activity \$ -	
			FY25 Ending Balance \$	909,264

Land Reserves Ending FY25 Balance (Est.): \$ **909,264**

Fleet CARMA - Fund 152

Current Information - as of 5/19/23

Fund Name	Current Balance	Encumbrances	Available Balance
General Fund Fleet CARMA	\$ 1,282,527	\$ 776,108	\$ 506,419

Open Encumbrances - as of 5/19/23

Description	Requestor	ORD #	Amount Remaining
Ladder Truck	Fire	23-22	\$ 230,000
Mobile Radio for Police Vehicle	Police	23-07	\$ 6,950
MEDIC1 Replacement	Fire	22-81	\$ 300,000
Airport Sanding Truck - GF Unassigned Transfer	Public Works	22-05(A)	\$ 60,000
New Grader - GF Unassigned Transfer	Public Works	22-04(S)(A)	\$ 18,855
Replacement E-103 Bldg Maint Van	Public Works	21-36(S-2)(A)	\$ 50,000
Replacement E-126 Bldg Maint Vehicle	Public Works	21-36(S-2)(A)	\$ 50,000
Patrol Vehicle Replacement	Police	21-36(S-2)(A), 21-09	\$ 60,303
			<u>\$ 776,108</u>

Requested Projects

Description	Requestor	Fiscal Year	Requested Amount
Off-Road Firefighting Apparatus	Fire	FY24	\$ 45,000
Deputy Chief Vehicle Replacement	Fire	FY24	\$ 95,000
Pumper/Tanker Contingency	Fire	FY24	\$ 25,000
			<u>\$ 165,000</u>

Future Fund Activity

Activity Description	FY23 Amount*	FY24 Amount	FY25 Amount
Operating Budget Transfer	\$ -	\$ -	\$ -
Net Activity	\$ -	\$ -	\$ -

Proposed Future State

Fund Name	Current Balance	Encumbrances	FY23 Net Activity	Projects	Available Balance
General Fund Fleet CARMA	\$ 1,282,527	\$ 776,108	\$ -	\$ 165,000	\$ 341,419

Fleet CARMA Ending FY25 Balance (Est.): \$ **341,419**

Police Station Debt Service - Fund 154

Current Information - as of 5/19/23

Fund Name	Current Balance	Encumbrances	Available Balance
Police Station Debt Service	\$ 1,560,753	\$ -	\$ 1,560,753

Open Encumbrances - as of 5/19/23

Description	Requestor	ORD #	Amount Remaining
			\$ -

Requested Projects

Description	Requestor	Fiscal Year	Requested Amount
			\$ -

Future Fund Activity

Activity Description	FY23 Amount	FY24 Amount	FY25 Amount	FY26 Amount
Sales Tax (Budgeted)		\$ 893,520	\$ 929,260	\$ 929,260
Debt Payment - Principal		\$ (230,000)	\$ (245,000)	\$ (255,000)
Debt Payment - Interest		\$ (164,000)	\$ (152,500)	\$ (140,250)
Net Activity	\$ -	\$ 499,520	\$ 531,760	\$ 534,010

Proposed Future State

Fund Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
Police Station Debt Service	\$ 1,560,753	\$ -	\$ -	\$ 1,560,753
			FY24 Projects \$	-
			FY24 Net Activity \$	499,520
			FY24 Ending Balance \$	2,060,272
			FY25 Projects \$	-
			FY25 Net Activity \$	531,760
			FY25 Ending Balance \$	2,592,033
Police Station Debt Service Ending FY25 Balance (Est.):	\$ 2,592,033			
			FY26 Projects \$	-
			FY26 Net Activity \$	534,010
			FY26 Ending Balance \$	3,126,043
Police Station Debt Service Ending FY26 Balance (Est.):	\$ 3,126,043			
	FY23	FY24	FY25	FY26
Debt Balance	3,280,000	3,050,000	2,805,000	2,550,000

ORD 18-26(A)(S)(A) - GOB Issuance; 0.3% of sales tax expires 12/31 of the year when City has received sufficient funds to pay off all of debt service

General CARMA - Fund 156

Current Information - as of 5/19/23

Account Name	Current Balance	Encumbrances	Available Balance
General	\$ 1,832,270	\$ 549,733	\$ 1,282,537
Seawall	\$ 40,919	\$ -	\$ 40,919
HERC	\$ 290,155	\$ 138,075	\$ 152,081
Fishing Hole	\$ 91,351	\$ -	\$ 91,351
Total - General Fund CARMA	\$ 2,254,695	\$ 687,808	\$ 1,566,888

Open Encumbrances - as of 5/19/23

Description	Requestor	ORD #	Amount Remaining
Planning and Zoning Updates	Planning	23-11	\$ 250,000
Short Term Rental Tracking Services	Planning	23-05	\$ 20,239
Fencing at Skyline Drive Fire Station	Fire	22-57	\$ 15,000
Pioneer Ave Banners - expires end of FY23	Parks	22-54, 19-51(A)	\$ 10,000
Demolish HERC 2	HERC	22-45	\$ 138,075
Professional IJJA Grant Writing Services	City Hall	22-39	\$ 53,073
Licensed Microwave WAN - expires 12/31/23	IT	21-66, 18-44(A)	\$ 82,220
Mariner Park Lagoon Maintenance	Parks	21-36(S-2)(A)	\$ 6,000
Skatepark Upkeep	Parks	21-36(S-2)(A)	\$ 8,787
Public Computer Replacement	Library	21-36(S-2)(A)	\$ 16,029
Videoconference System Replacement	Library	21-36(S-2)(A)	\$ 7,000
Email System Upgrade	IT	21-36(S-2)(A)	\$ 13,416
Network Switches	IT	21-36(S-2)(A)	\$ 25,523
Airport ADA - Restrooms, Fountain, etc.	Public Works	21-36(S-2)(A)	\$ 9,080
City Hall ADA - Ramp	Public Works	21-36(S-2)(A)	\$ 12,366
Airport Terminal Painting (Exterior)	Public Works	21-36(S-2)(A)	\$ 21,000
			\$ 687,808

Requested Projects

Description	Requestor	Fiscal Year	Requested Amount
Fire Hose Replacement	Fire	FY24	\$ 78,000
Personnel Regulations/Salary Schedule Overhaul	Human Resources	FY24	\$ 75,000
Upgrade City Workstations to Microsoft Office 2021	IT	FY24	\$ 40,000
NextGen Firewall	IT	FY24	\$ 50,000
Upgraded Internet Link for City Hall	IT	FY24	\$ 30,000
Phone System Upgrade	IT	FY24	\$ 35,000
Replace Library Chairs	Library	FY24	\$ 45,000
Police Station Fencing	Police	FY24	\$ 27,000
Two Ballistic Shields - split funding	Police	FY24	\$ 6,732
Hornaday Park Playground Improvements	Public Works	FY24	\$ 25,000
ADA-Family Restroom at Airport	Public Works	FY24	\$ 50,000
Airport Terminal Sidewalk Repairs	Public Works	FY24	\$ 76,175
GIS Upgrade	Public Works	FY24	\$ 16,490
HERC I Roof Inspection	Public Works	FY24	\$ 15,000
Karen Hornaday Park Master Plan	Public Works	FY24	\$ 50,000
Air Conditioning for Public Works Server Room	Public Works	FY24	\$ 8,000
ADA Accessibility Equipment	Council	FY24	\$ 9,739
New Comprehensive Plan Development	Council	FY24	\$ 400,000
			\$ 1,037,136

Future Fund Activity

Activity Description	FY23 Amount	FY24 Amount	FY25 Amount
Proposed Transfer to HERC CARMA*	\$ 311,216		

Proposed Future State

Account Name	Current Balance	Encumbrances	FY23 Net Activity	Projects	Available Balance
General	\$ 1,832,270	\$ 549,733	\$ -	#####	\$ 245,401
Seawall	\$ 40,919	\$ -	\$ -	\$ -	\$ 40,919
HERC	\$ 290,155	\$ 138,075	\$ 311,216	\$ -	\$ 463,297
Fishing Hole	\$ 91,351	\$ -	\$ -	\$ -	\$ 91,351
	\$ 2,254,695	\$ 687,808	\$ 311,216	#####	\$ 840,968

General CARMA Ending FY25 Balance (Est.): \$ 840,968

*Pending Council approval - Ordinance yet to be introduced

Utility CARMA - Fund 256

Current Information - as of 5/19/23

Account Name	Current Balance	Encumbrances	Available Balance
Water	\$ 2,226,233	\$ 117,260	\$ 2,108,973
Sewer	\$ 2,130,283	\$ 1,257,852	\$ 872,431
	<u>\$ 4,356,516</u>	<u>\$ 1,375,112</u>	<u>\$ 2,981,404</u>

Open Encumbrances - as of 5/19/23

Description	Requestor	ORD #	Budget Remaining
Fire Hydrant Replacement Program	Water	22-37	\$ 100,000
PR Station Hatch Improvement	Water	21-36(S-2)	\$ 13,385
1/2 of Utility Financial Mgmt	Water	21-03	\$ 3,875
Rehab of Electrical Control Works for Lift Stations	Sewer	22-80	\$ 263,417
Broken Clarifier Belt at Waste Water Treatment Plant	Sewer	22-73(S), 22-55, 22-34(S)	\$ 962,236
Manhole Repair for East Hill Repaving Project	Sewer	22-39	\$ 3,324
Repair Pond Liner at Sewer Treatment Plant	Sewer	21-36(S-2)	\$ 25,000
1/2 of Utility Financial Mgmt	Sewer	21-03	\$ 3,875
			<u>\$ 1,375,112</u>

Requested Projects

Description	Requestor	Fiscal Year	Budget Amount
Fleet Replacement	Water	FY24	\$ 50,000
Replace Water Meters	Water	FY24	\$ 50,000
Million Gallon Water Tank Aeration System	Water	FY24	\$ 60,000
Raw Water Line Replacement Design	Water	FY24	\$ 86,000
PRV Replacement West Trunk Line	Water	FY24	\$ 21,000
Paint Brush Booster Station Pump Upgrade	Water	FY24	\$ 250,000
WTP Membrane Train	Water	FY24	\$ 80,000
Design for Replacing 8" Cast Iron Distribution Line	Water	FY24	\$ 90,000
Vehicle Replacement (E-131, E-130, E-114)	Water	FY24	\$ 66,667
WTP Membrane Train	Water	FY25	\$ 80,000
Replace Lift Station Access Hatch	Sewer	FY24	\$ 14,000
Fleet Replacement	Sewer	FY24	\$ 50,000
Launch Ramp Lift Station Enclosure	Sewer	FY24	\$ 13,000
WWTP Digester Blowers	Sewer	FY24	\$ 48,000
Transfer Switch, STP	Sewer	FY24	\$ 38,500
Vehicle Replacement (E-131, E-130, E-114)	Sewer	FY24	\$ 66,667
Beluga Lift Station	Sewer	FY24	\$ 100,000
			<u>\$ 1,163,834</u>

Future Fund Activity

Activity Description	FY23 Amount	FY24 Amount	FY25 Amount
Operating Budget Transfer - Water CARMA ¹	\$ 106,804	\$ 309,240	\$ 316,946
Operating Budget Transfer - Sewer CARMA ²	\$ 234,166	\$ 254,332	\$ 272,020
Utility Operations to Water CARMA Transfer	\$ -	\$ -	\$ -
Utility Operations to Sewer CARMA Transfer	\$ -	\$ -	\$ -
Water CARMA to Utility Operations Transfer ³	\$ (200,000)	\$ -	\$ -
Sewer CARMA to Utility Operations Transfer ⁴	\$ (238,315)	\$ -	\$ -
Net Activity	\$ (97,345)	\$ 563,572	\$ 588,966

Utility CARMA - Fund 256

Proposed Future State

Account Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
Water	\$ 2,226,233	\$ 117,260	\$ (93,196)	\$ 2,015,777
			FY24 Projects \$ (753,667)	
			FY24 Net Activity \$ 309,240	
			FY24 Ending Balance \$ 1,571,350	
			FY25 Projects \$ (80,000)	
			FY25 Net Activity \$ 316,946	
			FY25 Ending Balance \$ 1,808,297	
Account Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
Sewer	\$ 2,130,283	\$ 1,257,852	\$ (4,149)	\$ 868,282
			FY24 Projects \$ (330,167)	
			FY24 Net Activity \$ 254,332	
			FY24 Ending Balance \$ 792,447	
			FY25 Projects \$ -	
			FY25 Net Activity \$ 272,020	
			FY25 Ending Balance \$ 1,064,467	
Utility CARMA Ending FY25 Balance (Est.):	\$ 2,872,764			

(1) and (2) FY23 Budget transfers are done at end of fiscal year

(3) and (4) Transfer from Utility CARMA to Utility Operations - rate funded projects were closed and funds need to be returned to original funding source; FY23 Budget Amendment Ordinance coming

Port & Harbor Fleet - Fund 452

Current Information - as of 5/19/23

Fund Name	Current Balance	Encumbrances	Available Balance
Harbor Fleet	\$ 139,514	\$ 2,120	\$ 137,394

Open Encumbrances - as of 5/19/23

Description	Requestor	ORD #	Amount Remaining
Port Maint. Mobile Welding Trailer	Port	21-36(S-2)(A)	\$ 2,120
			\$ 2,120

Requested Projects

Description	Requestor	Fiscal Year	Requested Amount
Patrol Truck	Port	FY24	\$ 55,000
Port Maintenance Plow Truck	Port	FY24	\$ 60,000
			\$ 115,000

Future Fund Activity

Activity Description	FY23 Amount	FY24 Amount	FY25 Amount
Operating Budget Transfer*	\$ 30,000	\$ 30,000	\$ 30,000
Net Activity	\$ 30,000	\$ 30,000	\$ 30,000

Proposed Future State

Fund Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
Harbor Fleet	\$ 139,514	\$ 2,120	\$ 30,000	\$ 167,394
			FY24 Projects	\$ (115,000)
			FY24 Net Activity	\$ 30,000
			FY24 Ending Balance	\$ 82,394
			FY25 Projects	\$ -
			FY25 Net Activity	\$ 30,000
			FY25 Ending Balance	\$ 112,394

Port & Harbor Fleet Ending FY25 Balance (Est.): \$ **112,394**

*FY23 Budget transfer will be done at end of fiscal year

Port & Harbor Reserve - Fund 456

Current Information - as of 5/19/23

Account Name	Current Balance	Encumbrances	Available Balance
Harbor General	\$ 2,119,024	\$ 690,968	\$ 1,428,056
Load and Launch	\$ 314,381	\$ -	\$ 314,381
	<u>\$ 2,433,405</u>	<u>\$ 690,968</u>	<u>\$ 1,742,437</u>

Open Encumbrances - as of 5/19/23

Description	Requestor	ORD #	Amount Remaining
Parking Signage and Mobile Parking Delineation Barriers	Port	23-14	\$ 20,073
Professional/Technical Support for PID Grant Application	Port	23-12	\$ 63,070
Owner's Representative	Port	22-79	\$ 408,073
Design of Parking Improvements to Select Lots	Port	22-78(A)	\$ 14,928
R&M Consultants - Grant Assistance	Port	22-19(A)	\$ 13,318
Float Repair for End Caps K thru Q	Port	21-52	\$ 35,650
Fish Grinder Building Replacement Design	Port	21-36(S-2)(A)	\$ 15,000
Fish Carcass Trailer x2	Port	21-36(S-2)(A)	\$ 10,856
Harbor Office ADA Entry Door Improvements	Port	21-36(S-2)(A)	\$ 10,000
Fish Grinder Building Replacement	Port	21-36(S-2)(A)	\$ 100,000
			<u>\$ 690,968</u>

Requested Projects

Description	Requestor	Fiscal Year	Requested Amount
Outfall Line Pump	Port	FY24	\$ 25,000
Ice Metering System	Port	FY24	\$ 145,000
Harbor Bottom Survey	Port	FY24	\$ 25,000
Tank 1 Sludge Removal	Port	FY24	\$ 40,000
Electrical Works for Sewage Lift Station - Fish Grinder	Port	FY24	\$ 40,000
Paid Parking Program Expansion - Planning & Permitting	Port	FY24	\$ 60,000
			<u>\$ 335,000</u>

Future Fund Activity

Activity Description	FY23 Amount	FY24 Amount	FY25 Amount
Operating Budget Transfer - Harbor General	\$ -	\$ 315,157	\$ 242,704
Operating Budget Transfer - Match Funding ¹	\$ 993,675	\$ 500,000	\$ 500,000
Operating Budget Transfer - Load and Launch*	\$ 29,186	\$ -	\$ -
Harbor General to Harbor Match Transfer ²	\$ (500,000)	\$ -	\$ -
Harbor Match from Harbor General Transfer ³	\$ 500,000	\$ -	\$ -
Additional Funding - Crane 7 Rebuild (ORD 23-34 pending)	\$ (26,383)	\$ -	\$ -
Net Activity	\$ 996,478	\$ 815,157	\$ 742,704

Port & Harbor Reserve - Fund 456

Account Name	Proposed Future State			FY23 Net Activity	Available Balance
	Current Balance	Encumbrances			
Harbor General	\$ 2,119,024	\$ 690,968		\$ (526,383)	\$ 901,673
				FY24 Projects \$	(335,000)
				FY24 Net Activity \$	315,157
				FY24 Ending Balance \$	881,830
				FY25 Projects \$	-
				FY25 Net Activity \$	242,704
				FY25 Ending Balance \$	1,124,534

Account Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance	
Harbor Match	\$ -	\$ -	\$ 967,292	\$ 967,292	
				FY24 Projects \$	-
				FY24 Net Activity \$	500,000
				FY24 Ending Balance \$	1,467,292
				FY25 Projects \$	-
				FY25 Net Activity \$	500,000
				FY25 Ending Balance \$	1,967,292

Account Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance	
Load and Launch	\$ 314,381	\$ -	\$ 29,186	\$ 343,567	
				FY24 Projects \$	-
				FY24 Net Activity \$	-
				FY24 Ending Balance \$	343,567
				FY25 Projects \$	-
				FY25 Net Activity \$	-
				FY25 Ending Balance \$	343,567

Account Name	
Harbor General	\$ 1,124,534
Harbor Match	\$ 1,967,292
Load and Launch	\$ 343,567
Port & Harbor Reserve Ending FY25 Balance (Est.):	\$ 3,435,393

*FY23 Budget transfers are done at end of fiscal year

- (1) FY23 Budget Amendment Ordinance coming to reappropriate this transfer from Harbor General to Harbor Match
- (2) and (3) Transfer \$500,000 of existing Harbor General balance to Harbor Match; FY23 Budget Amendment Ordinance coming

HART Roads - Fund 160

Current Information - as of 5/19/23

Account Name	Current Balance	Encumbrances	Available Balance
HART Roads	\$ 6,001,733	\$ 318,095	\$ 5,683,638

Open Encumbrances - as of 5/19/23

Description	Requestor	ORD #	Amount Remaining
Beluga Slough Green Infrastructure Storm Water Treatment System	Public Works	23-16(S)	\$ 81,313
On-call Kachemak Bay Conservation Society	Public Works	22-77	\$ 25,000
Master Transportation Plan Update	Public Works	22-38	\$ 37,051
Green Infrastructure Research - Appraisals	Public Works	22-08	\$ 53,900
Green Infrastructure Research	Public Works	22-08	\$ 15,892
Design Criteria Manual	Public Works	22-07	\$ 4,145
Ben Walters Way Sidewalk Design & Survey	Public Works	21-36(S-2)(A)	\$ 50,808
Ground Water Research	Public Works	21-36(S-2)(A), 21-16(A)	\$ 49,986
			<u>\$ 318,095</u>

Requested Projects

Description	Requestor	Fiscal Year	Requested Amount
Drainage Management Plan	Public Works	FY24	\$ 7,000
Mt Augustine Surface Water	Public Works	FY24	\$ 193,000
Homer Soil and Water Contract	Public Works	FY24	\$ 20,000
Fuel Island Replacement - Construction	Public Works	FY24	\$ 190,000
Bunnell Ave Road Restoration Project - Design	Public Works	FY24	\$ 50,000
Beluga Slough Green Infrastructure Project	Public Works	FY24	\$ 125,900
Ben Walters Sidewalk Construction	Public Works	FY24	\$ 1,700,000
Svedlund-Herndon Sidewalk Design	Public Works	FY24	\$ 75,000
Iris Court Drainage	Public Works	FY24	\$ 240,000
Kachemak Sponge Green Infrastructure Project Property	Public Works	FY24	\$ 418,100
Vehicle Replacement (E-130 and E-114)	Public Works	FY24	\$ 51,667
			<u>\$ 3,070,667</u>

Future Fund Activity

Activity Description	FY23 Amount*	FY24 Amount	FY25 Amount
Sales Tax (Budgeted)	\$ -	\$ 1,900,555	\$ 1,976,577
Transfer to General Fund (ORD 17-40(A)) ¹	\$ (866,100)	\$ (1,169,889)	\$ (1,187,628)
HART Roads to HART Roads Match Transfer ²	\$ (500,000)	\$ -	\$ -
HART Roads Match from HART Roads Transfer ³	\$ 500,000	\$ -	\$ -
HART Roads to Non-Motorized Transportation Program Transfer ⁴	\$ (500,000)	\$ -	\$ -
Non-Motorized Transportation Program from HART Roads Transfer ⁵	\$ 500,000	\$ -	\$ -
HART Roads to Small Works Roads Maintenance Program Transfer ⁶	\$ (100,000)	\$ -	\$ -
Small Works Roads Maintenance Program from HART Roads Transfer ⁷	\$ 100,000	\$ -	\$ -
HART Roads to Small Works Pest Management Program Transfer ⁸	\$ (20,000)	\$ -	\$ -
Small Works Pest Management Program from HART Roads Transfer ⁹	\$ 20,000	\$ -	\$ -
Non-Motorized Opportunity Project - West Fairview Lane (ORD 23-35 pending)	\$ (110,000)	\$ -	\$ -
Net Activity	\$ (976,100)	\$ 730,666	\$ 788,948

HART Roads - Fund 160

Account Name	Proposed Future State		FY23 Net Activity	Available Balance
	Current Balance	Encumbrances		
HART Roads	\$ 6,001,733	\$ 318,095	\$ (2,096,100)	\$ 3,587,538
			FY24 Projects \$	(3,070,667)
			FY24 Net Activity \$	730,666
			FY24 Ending Balance \$	1,247,537
			FY25 Projects \$	-
			FY25 Net Activity \$	788,948
			FY25 Ending Balance \$	2,036,485
Account Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
HART Roads Match	\$ -	\$ -	\$ 500,000	\$ 500,000
			FY24 Projects \$	-
			FY24 Net Activity \$	-
			FY24 Ending Balance \$	500,000
			FY25 Projects \$	-
			FY25 Net Activity \$	-
			FY25 Ending Balance \$	500,000
Account Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
Non-Motorized Transportation Opportunity Program	\$ -	\$ -	\$ 500,000	\$ 500,000
			FY24 Projects \$	-
			FY24 Net Activity \$	-
			FY24 Ending Balance \$	500,000
			FY25 Projects \$	-
			FY25 Net Activity \$	-
			FY25 Ending Balance \$	500,000
Account Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
Small Works Roads Maintenance Program	\$ -	\$ -	\$ 100,000	\$ 100,000
			FY24 Projects \$	-
			FY24 Net Activity \$	-
			FY24 Ending Balance \$	100,000
			FY25 Projects \$	-
			FY25 Net Activity \$	-
			FY25 Ending Balance \$	100,000
Account Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
Small Works Pest Management Program	\$ -	\$ -	\$ (110,000)	\$ (110,000)
			FY24 Projects \$	-
			FY24 Net Activity \$	-
			FY24 Ending Balance \$	(110,000)
			FY25 Projects \$	-
			FY25 Net Activity \$	-
			FY25 Ending Balance \$	(110,000)
Account Name				
HART Roads	\$ 2,036,485			
HART Roads Match	\$ 500,000			
Non-Motorized Transportation Opportunity Program	\$ 500,000			
Small Works Roads Maintenance Program	\$ 100,000			
Small Works Pest Management Program	\$ (110,000)			
HART Roads Ending FY25 Balance (Est.):	\$ 3,026,485			

*FY23 Budget transfers are done at end of fiscal year

(1) HART Roads transfer to General Fund to cover roads maintenance

(2) and (3) Transfer \$500,000 of existing HART-Roads balance to HART-Roads Match; FY23 Budget Amendment Ordinance coming

(4) and (5) Transfer \$500,000 of existing HART-Roads balance to Non-Motorized Transportation Opportunity Program; FY23 Budget Amendment Ordinance coming

(6) and (7) Transfer \$100,000 of existing HART-Roads balance to Small Works Roads Maintenance Program; FY23 Budget Amendment Ordinance coming

(8) and (9) Transfer \$20,000 of existing HART-Roads balance to Small Works Pest Management Program; FY23 Budget Amendment Ordinance coming

HART Trails - Fund 165

Current Information - as of 5/19/23

Account Name	Current Balance	Encumbrances	Available Balance
HART Trails	\$ 1,059,435	\$ 20,000	\$ 1,039,435

Open Encumbrances - as of 5/19/23

Description	Requestor	Ordinance #	Amount Remaining
Small Works Trails Maintenance Program - expires end of FY23	Public Works	22-28, 21-36(S-2)(A)	\$ 20,000
			\$ 20,000

Requested Projects

Description	Requestor	Fiscal Year	Requested Amount
Wayfinding and Streetscape Implementation	Economic Development	FY24	\$ 50,000
Trail Design Criteria Manual Update	Economic Development	FY24	\$ 50,000
Lee Avenue Trail	Public Works	FY24	\$ 20,000
Vehicle Replacement (E-129, E-120, E-107, E-101)	Public Works	FY24	\$ 150,000
Fairview Ave Trail - East - Construction	Public Works	FY24	\$ 30,000
Library Trails - West Lot and Storybook - ADA upgrades	Public Works	FY24	\$ 25,000
Reber Trail Re-Route	Public Works	FY24	\$ 15,000
Trail Head Improvements	Public Works	FY24	\$ 12,000
Side-by-Side Attachments for Trails Maintenance	Public Works	FY24	\$ 10,000
Powered Wheelbarrow	Public Works	FY24	\$ 4,000
Tajen Trail - Establishing New Tread	Public Works	FY24	\$ 10,000
Beauregard Court Trail - Establishing New Tread	Public Works	FY24	\$ 10,000
			\$ 386,000

Future Fund Activity

Activity Description	FY23 Amount*	FY24 Amount	FY25 Amount
Sales Tax (Budgeted)	\$ -	\$ 194,526	\$ 202,307
Transfer to General Fund (ORD 17-40(A)) ¹	\$ (41,706)	\$ (105,993)	\$ (118,663)
HART Trails to Non-Motorized Transportation Program Transfer ²	\$ (100,000)	\$ -	\$ -
Non-Motorized Transportation Program from HART Trails Transfer ³	\$ 100,000	\$ -	\$ -
HART Trails to Small Works Trails Maintenance Program Transfer ⁴	\$ (100,000)	\$ -	\$ -
Small Works Trails Maintenance Program from HART Trails Transfer ⁵	\$ 100,000	\$ -	\$ -
Net Activity	\$ (41,706)	\$ 88,532	\$ 83,644

HART Trails - Fund 165

Account Name	Proposed Future State			
	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
HART Trails	\$ 1,059,435	\$ 20,000	\$ (241,706)	\$ 797,729
			FY24 Projects	\$ (386,000)
			FY24 Net Activity	\$ 88,532
			FY24 Ending Balance	\$ 500,261
			FY25 Projects	\$ -
			FY25 Net Activity	\$ 83,644
			FY25 Ending Balance	\$ 583,905

Account Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
Non-motorized Transportation Opportunity Program	\$ -	\$ -	\$ 100,000	\$ 100,000
			FY24 Projects	\$ -
			FY24 Net Activity	\$ -
			FY24 Ending Balance	\$ 100,000
			FY25 Projects	\$ -
			FY25 Net Activity	\$ -
			FY25 Ending Balance	\$ 100,000

Account Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
Small Works Trails Maintenance Program	\$ -	\$ -	\$ 100,000	\$ 100,000
			FY24 Projects	\$ -
			FY24 Net Activity	\$ -
			FY24 Ending Balance	\$ 100,000
			FY25 Projects	\$ -
			FY25 Net Activity	\$ -
			FY25 Ending Balance	\$ 100,000

Account Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
HART Trails	\$ 583,905			
Non-motorized Transportation Opportunity Program	\$ 100,000			
Small Works Trails Maintenance Program	\$ 100,000			
HART Trails Ending FY25 Balance (Est.):	\$ 783,905			

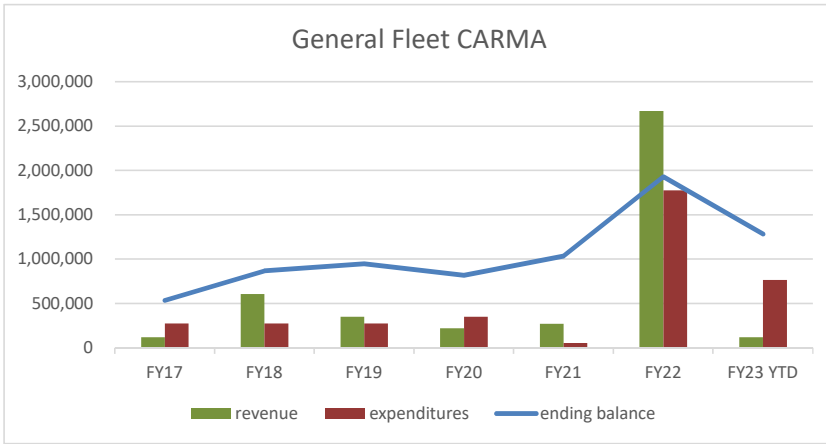
*FY23 Budget transfers are done at end of fiscal year

(1) HART Trails transfer to General Fund to cover trails maintenance

(2) and (3) Transfer \$100,000 of existing HART-Trails balance to Non-Motorized Transportation Opportunity Program; FY23 Budget Amendment Ordinance coming

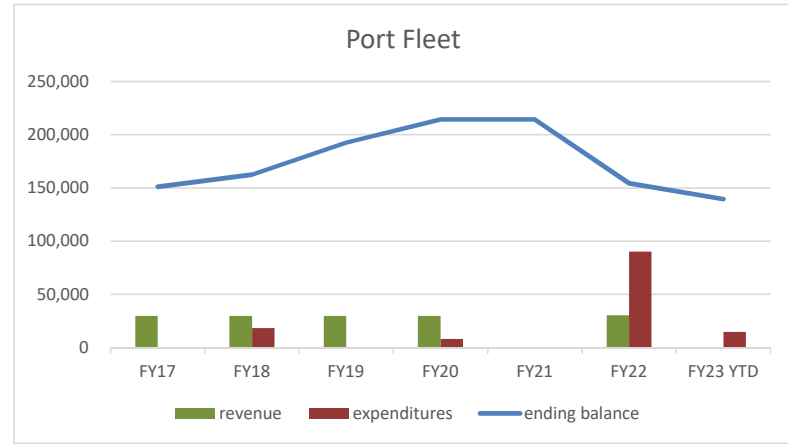
(4) and (5) Transfer \$100,000 of existing HART-Trails balance to Small Works Trails Maintenance Program; FY23 Budget Amendment Ordinance coming

Fund Balance Historical Charts



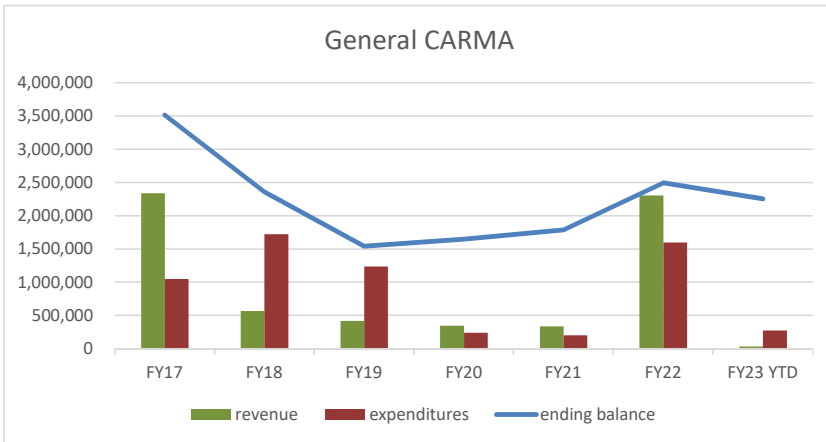
General Fleet CARMA

Current Balance: \$1,282,527
 Encumbered: \$776,108
 Available Balance: \$506,419



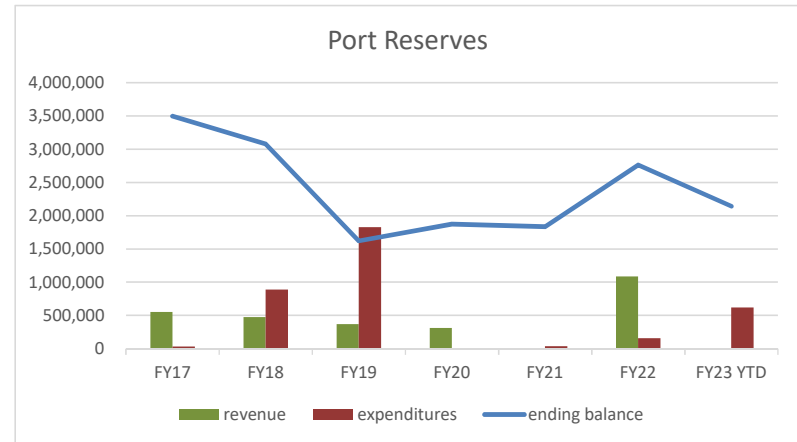
Port Fleet

Current Balance: \$139,514
 Encumbered: \$2,120
 Available Balance: \$137,394



General CARMA (Total Fund)

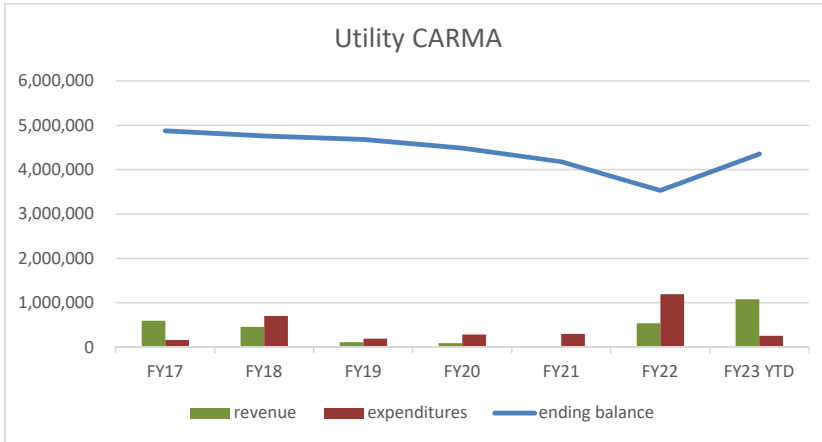
Current Balance: \$2,254,695
 Encumbered: \$687,808
 Available Balance: \$1,566,888



Port Reserves (not incl. Load and Launch Ramp)

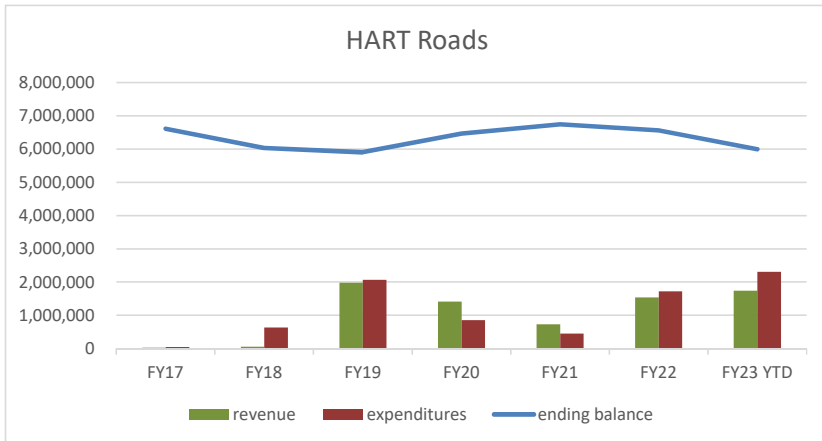
Current Balance: \$2,119,024
 Encumbered: \$690,968
 Available Balance: \$1,428,056

Fund Balance Historical Charts



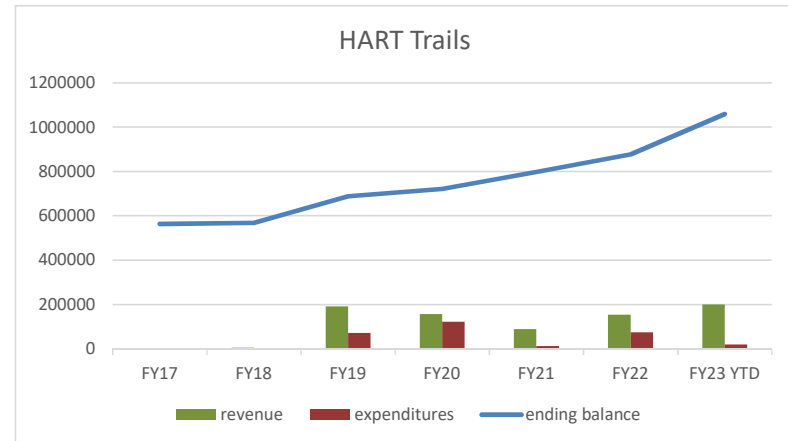
Utility CARMA (Water and Sewer Combined)

Current Balance: \$4,356,516
 Encumbered: \$1,375,112
 Available Balance: \$2,981,404



HART Roads

Current Balance: \$6,001,733
 Encumbered: \$318,095
 Available Balance: \$5,683,638



HART Trails

Current Balance: \$1,059,435
 Encumbered: \$20,000
 Available Balance: \$1,039,435

CITY OF HOMER
FINANCIAL SUPPLEMENT

PROJECT NAME	<u>Jack Gist Park - Engineering and Installation of Water and Sewer</u>	DATE	<u>05/22/2023</u>
DEPARTMENT	<u>Council</u>	SPONSOR	<u>Mayor</u>
REQUESTED AMOUNT	<u>\$ 42,500</u>		

DESCRIPTION	<p>Resolution 23-047(S) has established improvements to Jack Gist Park to be included as a funding priority in the FY23/24 budget. The Homer City Council, in passing several amendments to the budget, but prior to its passage, have included an allocation of \$42,500 to be drawn from the HAWSP fund for the purposes of the design and construction of the water and sewer improvements.</p> <p>The Public Works Director has determined the most cost effective method of providing water and sewer service to Jack Gist Park is to couple them with the work that will be performed by a qualified private civil contractor in an adjoining subdivision. While the work in the adjoining subdivision was scheduled to take place in the fall, the schedule has been accelerated to begin this spring. These circumstances now require an appropriation from the current fiscal year.</p>
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FUNDING SOURCE(S)	OPERATING	GF CARMA	GF FLEET CARMA	PORT RESERVES	WATER CARMA
	0%	0%	0%	0%	0%
	HAWSP	HART-ROADS	HART-TRAILS	PORT FLEET RESERVES	SEWER CARMA
	100%	0%	0%	0%	0%

FUNDING SOURCE 1: HAWSP	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance <u>\$ 4,098,069</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 2,191,504</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 42,500</u>	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda <u>\$ 0</u>	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance <u>\$ 1,864,065</u>	Remaining Balance _____	Remaining Balance _____
FUNDING SOURCE 4:	FUNDING SOURCE 5:	FUNDING SOURCE 6:
Current Balance _____	Current Balance _____	Current Balance _____
Encumbered _____	Encumbered _____	Encumbered _____
Requested Amount _____	Requested Amount _____	Requested Amount _____
Remaining Balance _____	Remaining Balance _____	Remaining Balance _____

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

City Manager

3
4 **RESOLUTION 23-053(S)**

5
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
7 AWARDED A CONTRACT FOR 2023 LAWN MAINTENANCE FOR
8 HOMER PUBLIC LIBRARY, HOMER POLICE DEPARTMENT, HOMER
9 EDUCATION AND RECREATION COMPLEX (HERC) AND TWO CITY
10 PARKS TO ~~A FIRM TO BE ANNOUNCED~~ **OVERDORF LANDSCAPING** IN
11 ~~AN AMOUNT TO BE DISCLOSED~~ **IN THE AMOUNT OF \$19,125 FOR**
12 **THE 2023 SEASON**, AND AUTHORIZING THE CITY MANAGER TO
13 NEGOTIATE AND EXECUTE THE APPROPRIATE DOCUMENTS.
14

15 WHEREAS, In accordance with the Procurement Policy the Invitation to Bid was advertised
16 in the Homer News on May 4 and 11, 2023, posted on the City Website and sent to three in-state
17 plans rooms; and
18

19 WHEREAS, Bids were due by 2:00 p.m. on Thursday, May 18, 2023 and three bids were
20 received by the City Clerk's Office; and
21

22 WHEREAS, Bids were publicly opened and read on May 18, 2023 and the firm of Overdorf
23 Landscaping was determined to be the low, responsive, qualified bidder in the amount of \$19,125
24 for the 2023 season with the option to extend for up to two additional seasons; and
25

26 WHEREAS, This award is not final until written notification is received by Overdorf
27 Landscaping from the City of Homer.
28

29 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, hereby awards the
30 contract for 2023 Lawn Maintenance for Homer Public Library, Homer Police Department, Homer
31 Education and Recreation Complex (HERC) and two city parks to Overdorf Landscaping in the
32 amount of \$19,125 for 2023 with option to extend for up to two additional seasons, and authorizing
33 the City Manager to negotiate and execute the appropriate documents. City Manager.
34

35 PASSED AND ADOPTED by the Homer City Council this 22nd day of May, 2023.
36

37 CITY OF HOMER

38
39
40 _____
KEN CASTNER, MAYOR

41 ATTEST:

42
43 _____
44 MELISSA JACOBSEN, MMC, CITY CLERK
45

46 Fiscal note: \$19,125 split as follows: FY23 \$5,100 FY24 \$14,025



City of Homer

www.cityofhomer-ak.gov

Public Works

3575 Heath Street
Homer, AK 99603

publicworks@cityofhomer-ak.gov

(p) 907- 235-3170

(f) 907-235-3145

Memorandum

TO: City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Janette Keiser, PE, Director of Public Works
DATE: May 22, 2023
SUBJECT: Mowing Contract

I. **Issue:** The purpose of this Memorandum is to recommend award of the grounds mowing contract to a private vendor.

II. **Background:**

With the reduction in staffing for the Public Works Parks Division, we no longer have staffing to provide grounds keeping services to all the City's turf. An Invitation to Bid was published for mowing/trimming services for City grounds. The service will cover a period of 15 weeks over the 2023 season and will cover the larger areas that Public Works mows.

<u>Area</u>	<u>Acreage</u>
Hornaday Park	6.7 acres
Jack Gist Park	5.21 acres
HERC	1.73 acres
Library	1.55 acres
Homer Police Dept.	0.68 acres

Three bids were received:

- Homer Homer Services \$39,000
- Dutch Boy Landscaping & Paving \$35,325
- Overdorf Landscaping \$19,125

The lowest responsive, responsible bidder is Overdorf Landscaping, a Homer small business, for all five areas with a total bid of \$19,125 for the 2023 season. Note that the contract is for one year, but the City has the option of extending it to cover two additional seasons, with a negotiable escalation.

III. We recommend awarding the 2023 mowing contract to Overdorf Landscaping in the amount of \$19,125, split between the FY22/23, for June 2023, and FY24/25, for July – September 2023, Operating Budget for the Parks Division;

FY22/23	\$ 5,100
FY24/25	\$14,025