



AGENDA

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

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE

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

3. MAYORAL PROCLAMATIONS AND RECOGNITIONS

- 3.A. National Safe Boating Week, May 20-26, 2023 Page 6
- 3.B. Mary Epperson Day, June 6, 2023
- 3.C. Don Young Day, June 9, 2023
- 3.D. City of Homer Coast Guard City Proclamation

4. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA (The public may comment for three minutes on agenda items not scheduled for public hearing.)

5. RECONSIDERATION

6. 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 Council Member.)

- 6.A. Homer City Council Unapproved Regular Meeting Minutes of April 24 and May 8, 2023 and Special Meeting Minutes of May 1, 2023. City Clerk. Recommend adoption.
Page 9 &
Supplemental Pkt
- 6.B. Liquor License Renewals for Fresh Catch Café, Grog Shop, Homer Liquor & Wine, Patel's, Patel's 2, and Rum Locker. City Clerk. Recommend non-objection. Page 25
- 6.C. New Retail Marijuana License Approval for Kachemak Cannabis. City Clerk. Recommend non-objection. Page 66

- 6.D. Ordinance 23-36, An Ordinance of the City Council of Homer, Alaska Accepting and Appropriating a Healthy and Equitable Community Round Two Grant from the State of Alaska Department of Health and Social Services (DHSS) for Improvements to Bayview Park and to Complete a Community Health Improvement Plan. City Manager. Recommend Introduction May 22, 2023 Public Hearing and Second Reading June 12, 2023. Page 144
- 6.E. Ordinance 23-37, An Ordinance of the City Council of Homer, Alaska amending the FY23 Capital Budget by Appropriating \$42,500 from the Homer Accelerated Water and Sewer Program (HAWSP) Fund for the Purpose of Engineering and Installation of Water and Sewer for Jack Gist Park. Mayor. Recommend Introduction May 22, 2023 Public Hearing and Second Reading June 12, 2023. Page 163
- 6.F. Resolution 23-051, A Resolution of the City Council of Homer, Alaska Amending the Regular Meeting Schedule for the Planning Commission to One Meeting per Month. City Clerk. Recommend adoption. Page 165
- 6.G. Resolution 23-052, A Resolution of the City Council of Homer, Alaska Confirming the Placement of a Three Part Mural by Kim McNett Inspired by the Homer Drawdown's Peatland Project at the Homer Airport. City Manager/Public Works Director. Recommend adoption. Page 167

7. VISITORS

8. ANNOUNCEMENTS/PRESENTATIONS/REPORTS (5 minutes each)

- 8.A. Committee of the Whole
- 8.B. Work Session Report
- 8.C. Mayor's Report
- 8.D. Borough Report
- 8.E. Planning Commission
- 8.F. Economic Development Advisory Commission
- 8.G. Parks Art Recreation and Culture Advisory Commission
- 8.H. Library Advisory Board
- 8.I. ADA Advisory Board

8.J. AML Legislative Report – Aderhold

8.K. Lunch with a Council Member - Erickson

9. PUBLIC HEARING(S)

9.A. Ordinance 23-20(A), An Ordinance of the City Council of Homer, Alaska Appropriating Funds for the Fiscal Years 2024 and 2025 for the General Fund, the Water Fund, the Sewer Fund, the Port/Harbor Fund, and Internal Services Funds. City Manager. Introduction April 10, 2023, Public Hearing April 24, May 8, and May 22, 2023, Second Reading postponed to May 22, 2023. Page 175

9.B. Ordinance 23-23, An Ordinance of the City Council of Homer, Alaska Appropriating the Funds for the Fiscal Years 2024 and 2025 Capital Budget. City Manager. Introduction April 24, 2023, Public Hearing May 8 and May 22, 2023, Second Reading May 22, 2023. Page 267

9.C. Ordinance 23-24, An Ordinance of the City Council of Homer, Alaska Amending the City of Homer Water and Sewer Rates and Updating the Fee Schedule Accordingly. City Manager/Finance Director. Introduction April 24, 2023, Public Hearing May 8, and May 22, and Second Reading postponed to May 22, 2023. Page 344

9.D. Ordinance 23-25, An Ordinance of the City Council of Homer, Alaska, Amending the FY23 Capital Budget by Authorizing a Total Transfer of \$438,315 to include \$200,000 from Water Capital Asset Repair and Maintenance Allowance (CARMA) Fund, and \$238,315 from Sewer CARMA Fund to Utility Operations Fund Fund Balance. City Manager/Finance Director. Recommend Introduction May 8, 2023 Public Hearing and Second Reading May 22, 2023. Page 358

9.E. Ordinance 23-26, An Ordinance of the City Council Of Homer, Alaska, Amending the FY23 Capital Budget by Authorizing a Transfer of \$500,000 from Port Reserves to Establish a Port Match Reserves. City Manager/Finance Director. Recommend Introduction May 8, 2023 Public Hearing and Second Reading May 22, 2023. Page 363

9.F. Ordinance 23-27, An Ordinance of the City Council of Homer, Alaska, Amending the FY23 Operating Budget by Redirecting \$993,675 of the Port Reserves Transfer to Port Match Reserves. City Manager/Finance Director. Recommend Introduction May 8, 2023 Public Hearing and Second Reading May 22, 2023. Page 367

9.G. Ordinance 23-28, An Ordinance of the City Council Of Homer, Alaska, Amending the FY23 Capital Budget by Authorizing a Transfer of \$500,000 from Homer Accelerated Roads and Trails (HART) Roads to Establish a HART Roads Match Reserves. City

Manager/Finance Director. Recommend Introduction May 8, 2023 Public Hearing and Second Reading May 22, 2023. Page 370

- 9.H. Ordinance 23-29, An Ordinance of the City Council of Homer, Alaska, Amending the FY23 Capital Budget by Authorizing a Transfer of \$500,000 from Homer Accelerated Roads and Trails (HART) Roads to Establish a Non-Motorized Transportation Opportunity Program within HART Roads. City Manager/Finance Director. Recommend Introduction May 8, 2023 Public Hearing and Second Reading May 22, 2023. Page 374
- 9.I. Ordinance 23-30, An Ordinance of the City Council of Homer, Alaska, Amending the FY23 Capital Budget by Authorizing a Transfer of \$100,000 from Homer Accelerated Roads and Trails (HART) Roads to Establish a Small Works Roads Maintenance Program within HART Roads. City Manager/Finance Director. Recommend Introduction May 8, 2023 Public Hearing and Second Reading May 22, 2023. Page 380
- 9.J. Ordinance 23-31, An Ordinance of the City Council Of Homer, Alaska, Amending the FY23 Capital Budget by Authorizing a Transfer Of \$20,000 from Homer Accelerated Roads and Trails (HART) Roads to Establish a Small Works Pest Management Program within HART Roads. City Manager/Finance Director. Recommend Introduction May 8, 2023 Public Hearing and Second Reading May 22, 2023. Page 384
- 9.K. Ordinance 23-32, An Ordinance of the City Council Of Homer, Alaska, Amending the FY23 Capital Budget by Authorizing a Transfer of \$100,000 from Homer Accelerated Roads and Trails (HART) Trails to Establish a Non-Motorized Transportation Opportunity Program within HART Trails. City Manager/Finance Director. Recommend Introduction May 8, 2023 Public Hearing and Second Reading May 22, 2023. Page 388
- 9.L. Ordinance 23-33, An Ordinance of the City Council of Homer, Alaska, Amending the FY23 Capital Budget by Authorizing a Transfer of \$100,000 from Homer Accelerated Roads and Trails (HART) Trails to Establish a Small Works Trails Maintenance Program within HART Trails. City Manager/Finance Director. Recommend Introduction May 8, 2023 Public Hearing and Second Reading May 22, 2023. Page 392
- 9.M. Ordinance 23-34, An Ordinance of the City Council of Homer, Alaska Amending the FY23 Capital Budget by Appropriating an Additional \$26,383 from the Port Reserve Fund to Complete Work on the Rebuild of Crane #7 on Homer Fish Dock. City Manager/Port Director. Recommend Introduction May 8, 2023 Public Hearing and Second Reading May 22, 2023. Page 396
- 9.N. Ordinance 23-35, An Ordinance of the City Council of Homer, Alaska Amending the FY23 Capital Budget by Appropriating \$110,000 from the Homer Accelerated Roads and Trails (HART) Roads Fund for a Non-Motorized Opportunity Project on West Fairview Avenue. City Manager/Public Works Director. Recommend Introduction May 8, 2023 Public Hearing and Second Reading May 22, 2023. Page 402

10. ORDINANCE(S)

11. CITY MANAGER'S REPORT

11.A. City Manager's Report

Page 406

12. PENDING BUSINESS

12.B. Resolution 23-048, A Resolution of the City Council of Homer, Alaska Amending the Water and Sewer Utility Financial and Rate Setting Policies and Utility Financial Plan. City Manager/Public Works Director. Page 408

Resolution 23-048(S), A Resolution of the City Council of Homer, Alaska Amending the Water and Sewer Utility Financial and Rate Setting Policies and Utility Financial Plan. City Manager/Public Works Director/Finance Director.

13. NEW BUSINESS

14. RESOLUTIONS

14.A. Resolution 23-053, 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 in an Amount to be Disclosed, and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Page 422

15. COMMENTS OF THE AUDIENCE (The public may comment for three minutes on any topic.)

16. COMMENTS OF THE CITY ATTORNEY

17. COMMENTS OF THE CITY CLERK

18. COMMENTS OF THE CITY MANAGER

19. COMMENTS OF THE MAYOR

20. COMMENTS OF THE CITY COUNCIL

21. ADJOURNMENT Next Regular Meeting is Monday, June 12, 2023 at 6:00 p.m., Work Session at 4:00 p.m. Committee of the Whole at 5:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.



NEWS



National Safe Boating Week is May 20-26, 2023

JUNE 18, 2022 by National Safe Boating Council

SHARE THIS PAGE   

National Safe Boating Week will be held from May 20-26, 2023, reminding all boaters to brush up on boating safety skills and prepare for the boating season. This observance week is the annual kick-off of the Safe Boating Campaign, a global awareness effort that encourages boaters to make the most of their boating adventure by being responsible.

“The best boating experience is safe boating,” said Yvonne Pentz, communications director of the National Safe Boating Council, a nonprofit dedicated to helping create a safe boating experience for all boaters and the lead organization of the Safe Boating Campaign. “Have fun on the water, make memories with your family and friends – all while boating responsibly.”

U.S. Coast Guard statistics show that drowning was the reported cause of death in four out of every five recreational boating fatalities in 2021, and that 83 percent of those who drowned were not wearing life jackets.

There are many options for boaters when it comes to choosing a life jacket. When selecting a life jacket, a boater should check that it is U.S. Coast Guard approved, appropriate for the water activity, and fits properly.

“Remember, the best life jacket is the one you will wear,” said Pentz. “Whether you’re going fishing or just enjoying a ride on the boat, boat like a pro and make sure you’re prepared for the adventure.”

The National Safe Boating Council recommends these tips for boaters:

- **Take a boating safety course.** Gain valuable knowledge and on-water experience in a boating safety course with many options for novice to experienced boaters.
- **Check equipment.** Schedule a free vessel safety check with local U.S. Coast Guard Auxiliary or U.S. Power Squadrons to make sure all essential equipment is present, working and in good condition.
- **Make a float plan.** Always let someone on shore know the trip itinerary, including operator and passenger information, boat type and registration, and communication equipment on board.
- **Wear a life jacket.** Make sure everyone wears a life jacket – every time. A stowed life jacket is no use in an emergency.
- **Use an engine cut-off device – it’s the law.** An engine cut-off device, or engine cut-off switch, is a proven safety device to stop the boat’s engine should the operator unexpectedly fall overboard.
- **Watch the weather.** Always check the forecast before departing on the water and frequently during the excursion.
- **Know what’s going on around you at all times.** Nearly a quarter of all reported boating accidents in 2021 were caused by operator inattention or improper lookout.
- **Know where you’re going and travel at safe speeds.** Be familiar with the area, local boating speed zones and always travel at a safe speed.
- **Never boat under the influence.** A BUI is involved in one-third of all recreational boating fatalities. Always designate a sober skipper.
- **Keep in touch.** Have more than one communication device that works when wet. VHF radios, emergency locator beacons, satellite phones, and cell phones can all be important devices in an emergency.

The Safe Boating Campaign is produced under a grant from the Sports Fish Restoration and Boating Trust Fund and administered by the U.S. Coast Guard. The campaign offers a variety of free and paid resources to support local boating safety education efforts. Learn more at www.safeboatingcampaign.com.

About the National Safe Boating Council

Established in 1958, the National Safe Boating Council is the foremost coalition for the advancement and promotion of safer boating through education, outreach, and training. For more information about NSBC programs and professional development opportunities, visit www.safeboatingcouncil.org.

###

Media Contact:

Yvonne Pentz, National Safe Boating Council, ypentz@safeboatingcouncil.org, 440-670-1294

[< Back to All News](#)

Safe Boating Campaign

© National Safe Boating Council.
All rights reserved.
Unauthorized use prohibited.

National Safe Boating Council

3350 Ulmerton
Road, Suite 8
Clearwater, FL
33762
(703) 361-4294
outreach@safeboatingcouncil.org



Reference to any specific commercial product, process, or service, or the use of any trade, firm or corporation name is for the information and convenience of the public, and does not constitute endorsement, recommendation, or favoring by the U.S. Coast Guard.

Session 23-08 a Regular Meeting of the City Council of Homer, Alaska was called to order on April 24, 2023 by Mayor Ken Castner at 6:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

PRESENT: COUNCILMEMBERS ADERHOLD, DAVIS, ERICKSON, HANSEN, LORD, VENUTI

STAFF: CITY MANAGER DUMOUCHEL
CITY CLERK JACOBSEN
PORT DIRECTOR HAWKINS
FINANCE DIRECTOR WALTON
PUBLIC WORKS DIRECTOR KEISER
SPECIAL PROJECTS & COMMUNICATIONS COORDINATOR CARROLL
FIRE CHIEF KIRKO
RECREATION MANAGER ILLG
CHIEF TECHNOLOGY OFFICER JIRSA
NETWORK ADMINISTRATOR SULCZYNSKI
CITY ATTORNEY HOLMQUIST

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

Mayor Castner announced the supplemental items: **Consent Agenda** April 10, 2023 Minutes for approval. **Public Hearings** Ordinance 23-20, An Ordinance of the City Council of Homer, Alaska Appropriating Funds for the Fiscal Years 2024 and 2025 for the General Fund, the Water Fund, the Sewer Fund, the Port/Harbor Fund, and Internal Services Funds. City Manager. Proposed budget amendment from Council Member Davis. **Resolutions** Resolution 23-046, A Resolution of the City Council of Homer, Alaska Authorizing a Task Order in the amount of \$379,661 to HDR Engineering, Inc. for the Homer Harbor Expansion Study’s In-Kind Engineering Support Services and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Port Director. Informational slides provided by Ronny McPherson, HDR. **Laydown Items** Memorandum from Finance Director re: Capital Project Open Encumbrances Status Report and Written public comments on the budget.

ADERHOLD/VENUTI MOVED TO ADOPT THE AGENDA.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

3. MAYORAL PROCLAMATIONS AND RECOGNITIONS

4. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA (The public may comment for three minutes on agenda items not schedule for public hearing.)

Kate Finn, city resident, commented in support of Resolution 23-045 and efforts for continued operation of the Mariner Theater and Kate Kuhns Aquatic center open.

Mel Kim, non-resident, introduced himself and shared that he's looking forward to serving on the Economic Development Advisory Commission, listening and learning, and figuring out how to make Homer more successful in the near and long term.

5. RECONSIDERATION

6. 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 Council Member.)

- 6.A. Homer City Council Unapproved Regular Meeting Minutes of April 10, 2023. City Clerk. Recommend adoption.
- 6.B. Appointment of Mel Kim to the Economic Development Advisory Commission and Cassidy Sorter to the ADA Advisory Board. Mayor. Recommend approval.
- 6.C. Ordinance 23-22, An Ordinance of the City Council of Homer, Alaska amending the FY23 Capital Budget by Appropriating \$230,000 from the General Fund Fleet Capital Asset Repair and Maintenance Allowance (CARMA) Fund for the Purpose of Purchasing, Refurbishing, and Transporting a Ladder Truck for the Homer Volunteer Fire Department. City Manager/Fire Chief. Recommend Introduction April 24, 2023, Public Hearing and Second Reading May 8, 2023.
- 6.D. Ordinance 23-23, An Ordinance of the City Council of Homer, Alaska Appropriating the Funds for the Fiscal Years 2024 and 2025 Capital Budget. City Manager. Recommend Introduction April 24, 2023, Public Hearing May 8 and May 22, 2023, Second Reading May 22, 2023.

Moved to Ordinances. Aderhold.

- 6.E. Ordinance 23-24, An Ordinance of the City Council of Homer, Alaska Amending the City of Homer Water and Sewer Rates and Updating the Fee Schedule Accordingly. City Manager/Finance Director. Introduction April 24, 2023, Public Hearing and Second Reading May 8, 2023.
- 6.F. Resolution 23-039, A Resolution of the City Council of Homer, Alaska Approving a Recreational Use Agreement between the City of Homer and South Peninsula Little League, Inc. regarding the Maintenance and Operation of Little League Activities on City Owned Land at Karen Hornaday Park, and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Recommend adoption.
- 6.G. Resolution 23-040, A Resolution of the City Council of Homer, Alaska, Expressing Support for the Homer Port Freight Resiliency & Efficiency – Improving Greater Homer Area Transportation (FREIGHT) Project, Endorsing the City's Grant Application to the United States Department of

Transportation Maritime Administration’s FY2023 Port Infrastructure Development Program And Committing Local Match Funds. City Manager. Recommend adoption.

- 6.H. Resolution 23-041, A Resolution of the City Council of Homer, Alaska Authorizing a Task Order in the amount of \$20,000 to Coble Geophysical Services to Support the Beluga Slough Green Infrastructure Storm Water Treatment System and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director. Recommend adoption.
- 6.I. Resolution 23-042, A Resolution of the City Council of Homer, Alaska Awarding a Sole Source Contract to Dibble Creek Rock to Dredge the Nick Dudiak Fishing Lagoon in Exchange for Dredge Spoils and Zero Dollars, and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Port Director. Recommend adoption.
- 6.J. Resolution 23-043, A Resolution of the City Council of Homer, Alaska Approving the City of Homer 2023 Land Allocation Plan. City Manager. Recommend adoption.
- 6.K. Resolution 23-044, A Resolution of the City Council of Homer, Alaska Approving New One-Year Contracts with Premera Blue Cross, VSP, and Prudential with a Renewal Date of July 1, 2023. City Manager. Recommend adoption.
- 6.L. Resolution 23-045, A Resolution of the City Council of Homer, Alaska Expressing Support for Continued Operations of the Mariner Theater and the Kate Kuhns Aquatic Center and Indicating Council Interest in Initiating Discussions with the Kenai Peninsula Borough and the Kenai Peninsula Borough School District Regarding Potential Partnership Opportunities. Lord. Recommend adoption.

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

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

7. VISITORS (10 minutes each)

- 7.A Safe and Healthy Kids Fair – Red Asselin Martin, Sprout Family Services

Red Asselin shared information regarding the upcoming Safe and Healthy Kids Fair, it’s the 30th year of the event in the community. She shared their mission and continued goal to promote the health, safety, and wellness of the youth in our community, what organizations are involved, and activities available at the fair.

7.B. Kachemak Bay National Estuarine Research Reserve Report - Coowe Walker

Coowe Walker, Manager of the Kachemak Bay National Estuarine Research Reserve, and Ben Peters, Administrative Specialist with the Reserve, shared that the Reserve has been a partner with the City for since the Reserve was designated. They do long term water quality monitoring in the harbor, work with the City to help understand the water budget for the reservoir, conduct training on Green Infrastructure, and lead efforts with climate resilience. They recently partnered with City staff to propose funding for peatlands in the Beluga Slough area to help the City with their storm water management by implementing green infrastructure. She announced they received the award of \$1.287 million, and a large majority of the award going to the City, they're excited to partner in this meaningful way. Ms. Walker recognized Public Works Director Keiser, Economic Development Manager Engebretsen, and Special Projects & Communications Coordinator Carroll for their assistance in writing the proposal.

8. ANNOUNCEMENTS/PRESENTATIONS/REPORTS (5 minutes each)

8.A. Work Session

City Manager Dumouchel reported Public Works Director Keiser and Finance Director Walton presented and answered questions regarding water and sewer rates during the work session.

8.B. Committee of the Whole

Council Member Aderhold reported Council discussed Resolution 23-046 and the scope of work for HDR to continue work with the City and Corps of Engineers. They also discussed the Land Allocation Plan, and the FY24/24 draft operating and budgets.

8.C. Mayor's Report

Mayor Castner reported on a meeting with Admiral Sucato, Commander Navy Region Northwest, regarding the Northern Edge exercise, the USS Momson visit, and naval presence in our region. Mayor Castner noted seeing news coverage of the northern passage and the activities occurring above Alaska and Canada and strategic presence in that area.

8.D. Borough Report

Kenai Peninsula Borough Assembly Member Lane Chesley reported the Borough Clerk position is open. He extended an invitation the Mayor, Manager, and Port Director to present to the Assembly on the Harbor Expansion. Dale Banks approached him about a resolution to support the parking lot development out East End Road. He and Assembly Member Tupper sponsored the resolution and it passed at their last meeting. The Borough Mayor understands the importance of having the transfer station open in Homer on Sundays and supports it, so he's standing by to see how it's presented in the budget. They continue to work on the material site ordinance related to gravel extraction on the peninsula.

8.E. ADA Advisory Board

Council Member Aderhold reported at their last meeting they reviewed and commented on the draft parks and campground transition plan, which they hope to complete this summer. They discussed an ADA Accessibility Survey and city wide distribution to get feedback from the public on accessibility of City buildings, parks, and services. They discussed mobi mats and made a recommendation that the City purchase them and their 2023 annual calendar. She's happy they have a new member.

Cassidi Sorter was in attendance and the Mayor invited her to comment. She thanked Council for the appointment and explained she has a son with non-verbal autism so she's looking forward to work on issues that affect him and others with disabilities.

8.F. Economic Development Advisory Commission

Commissioner Tulio Perez reported at their last meeting they discussed the Land Allocation Plan, the Homer Chamber of Commerce and Small Business Development Center budget request. They are developing their mission statement and working to stay abreast of major issues like the port expansion study to be able to serve as a communication point with the community. He welcomed Mel Kim to the group.

8.G. Planning Commission

8.H. Library Advisory Board

Board Member Red Asslin Martin wished all, Happy Right to Read Day, a great reminder to borrow a book from the library. At their last meeting the Board welcomed new member Kathy Carrsow and returning member Clark Fair, they elected Kate Finn as Chair and Marcia Kuszmaul as Vice Chair. They had a training on parliamentary procedure and the open meetings act, developed a process for review of library policies, and discussed infrastructure needs. She noted upcoming library events.

8.I. Parks Art Recreation and Culture Advisory Commission

Commissioner Robert Archibald reported at their last meeting Cameale Johnson from Homer Trails Alliance presented on trail plans for improvement that would include the Diamond Creek Recreation Area. Jennifer Norton presented on Pier 1 summer programs. They heard reports from staff and drafted a memo to Council for funding for the recreational software and a staff person. He thanked Homer Drawdown for their work filling sandbags for sanding trails around town. The Commission discussed the state of City parks and progress on a new master plan for Jack Gist Park and Bayview Park. They'll be visiting two parks prior to their next meeting. He thanked Special Projects & Communications Coordinator Jenny Carroll for her efforts in searching out and applying for grant applications which if approved will improve our town.

8.J. AML Legislative Committee Report –Aderhold

Council Member Aderhold reported they've been discussing the state budget, primarily education spending, PFD, and the capital budget. The AML lobbyists are seeing there's a lot of awareness in the legislation about the need for new revenues and a comprehensive plan to solve our fiscal problem, and they think something will be happening this year, since it's not an election year.

8.K. Lunch with a Council Member - Aderhold

Council Member Aderhold reported they had as many as nine people in attendance and they talked about a lot of different topics like the Comp Plan, HERC and its history, harbor expansion, water availability, a dog park, library western lot, and water and sewer extensions. It was fun and rewarding.

9. PUBLIC HEARING(S)

- 9.A. Resolution 23-035, A Resolution of the City Council of Homer, Alaska Adopting the Revised Port and Harbor Tariff No. 1. City Manager/Port Director.

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

ADERHOLD/LORD MOVED TO ADOPT RESOLUTION 23-035 BY READING OF TITLE ONLY.

Council Member Erickson explained feedback she's been hearing is from people with boats in the harbor having to pay for parking. She asked if Port Director Hawkins could comment for the listening audience about what's happening with parking.

Port Director Hawkins explained the only parking change occurring this year is the day use parking lots, ramps 1 through 4 and the pavilion parking lot fees went from \$5 to \$10 per day. Season passes for parking in those fee lots are staying at \$250. They've been talking about expanding to lots at ramp 3 to 4 lot, but it won't happen this year. We have to work with DOT to amend our agreement, the same with the Seafarer Memorial lot.

Council Member Lord appreciates that parking has been a robust conversation with the Port & Harbor Advisory Commission. She appreciates other changes within the tariff both in clarification and fee schedule.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- 9.B. Ordinance 23-17, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 19.08.110 Disposition of Revenues, to Deposit all Revenue from Fees Paid for Parking or Camping in City Campgrounds Located on the Homer Spit to the Port Operations Fund. City Manager. Introduction April 10, 2023, Public Hearing and Second Reading April 24, 2023.

Mayor Castner opened the public hearing.

Scott Adams, city resident, commented with this change the general fund will be losing revenue and he requested an amendment that a quarter of the revenue go to parks and recreation.

There were no further comments and the hearing was closed.

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 23-17 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Council Member Lord commented this moves forward under the City Manager’s purview to structure and organize and she’s curious how it will play out. She’d like to get some candid conversation after the season as to how it went.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- 9.C. Ordinance 23-18, An Ordinance of the City Council of Homer, Alaska Amending the FY23 Operating Budget to Provide for Necessary Adjustments Connected to the Redirection of Campground Revenues in the Amount of \$60,000 from the General Fund to the Port Operations Fund. City Manager/Port Director. Introduction April 10, 2023, Public Hearing and Second Reading April 24, 2023.

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

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 23-18 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- 9.D. Ordinance 23-19, An Ordinance of the City Council of Homer, Alaska Amending the FY23 Capital Budget by Authorizing a Transfer of \$144,360 from the Port Capital Projects Fund to the Port Reserves Fund to Establish a Dedicated Reserve for Required Maintenance or Repairs of the United States Coast Guard Cutter Berth Space. City Manager/Finance Director. Introduction April 10, 2023, Public Hearing and Second Reading April 24, 2023.

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

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 23-19 BY READING OF TITLE ONLY.

Mayor Castner provided a brief explanation of the purpose of this ordinance.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- 9.E. Ordinance 23-20, An Ordinance of the City Council of Homer, Alaska Appropriating Funds for the Fiscal Years 2024 and 2025 for the General Fund, the Water Fund, the Sewer Fund, the Port/Harbor Fund, and Internal Services Funds. City Manager. Introduction April 10, 2023,

Public Hearing April 24 and May 8, 2023, Second Reading May 8, 2023.

Mayor Castner opened the public hearing.

Brad Anderson, Executive Director of the Homer Chamber of Commerce (HCOC) commented in support of an amendment to increase the City's allocation for Chamber Funding, noting the amount hasn't changed since 2017 and highlighting the services they provide.

Michael Daniel, HCOC Board President, commented in support of increasing the proposed funding for the Chamber in the upcoming year and shared efforts by the Chamber to attract more visitors to Homer and help businesses thrive.

Bruce Friend, city resident and member of Homer Marine Trades Association, commented in support of increasing funding to the HCOC and explained how the Chamber works with the Marine Trades Association.

Robert Archibald, city resident, commented in support of getting plumbed bathrooms at the city parks, and at a minimum getting water to Jack Gist Park for field maintenance.

Jan Knutson, Director of HCOC Visitor Center, commented in support of increased funding to the HCOC and shared how the funding benefits the HCOC Visitor Center.

There were no further comments and the hearing was closed.

Mayor Castner opened the floor to the Council for discussion.

DAVIS/ERICKSON MOVED TO AMEND ORDINANCE 23-20 AS LAID OUT IN THE PROPOSED BUDGET AMENDMENT FORM ON PAGE 15 OF THE SUPPLEMENTAL PACKET IN A WAY THAT WOULD INCREASE THE AMOUNT OF THE CITY'S CONTRIBUTION TO THE CHAMBER OF COMMERCE BY \$24,000 TO A TOTAL OF \$75,000.

Council Member Davis commented the City had been partnering with the Chamber to conduct tourism marketing on our behalf. There is a strong case to be made that the amount we give the Chamber is more than offset by the increased sales tax revenue from visitors because of their outreach. They've argued strongly this increase would allow them to do more in promoting Homer as a destination.

City Manager Dumouchel noted that he's submitted a balanced operating budget so any amendments will have to be offset by taking funding from something to balance it. He asked that they keep in mind that part how he balanced the budget is by freezing a position that is currently vacant.

There was discussion confirming it needs to be clear with budget increases, where the money is coming from.

Council Member Venuti commented in opposition to increasing funding to the HCOC because it works primarily for its members and questioned whether they've looked at increasing member rates. She also note in past years they've been in opposition of a bed tax.

Council Member Erickson countered that the HCOC provides information to people trying to relocate to Homer. She also feels the bed tax issue is moot because we have to become home rule to implement a bed tax on our own.

Council Member Hansen understands both perspectives but is inclined to support the amendment because they are broadening activities to the community.

Council Member Lord noted that a bed tax can be approved at the borough level and implemented in Homer, her understanding is it has failed in the past. She thinks there's an opportunity to revisit it. She added she's hard pressed to support non-departmental spending beyond what we've intuitively done.

Council Member Davis added the HCOC has specific marketing they do with the money from the City, and the funds would come from the general fund fund balance. He feels it better to wait on this until all the amendments are before them.

DAVIS/ERICKSON MOVED TO POSTPONE TO THE NEXT MEETING.

There was no discussion on the motion to postpone.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Mayor Castner called for at break at 7:45 p.m. and called the meeting back to order at 7:55 p.m.

10. ORDINANCE(S)

- 10.A. Ordinance 23-23, An Ordinance of the City Council of Homer, Alaska Appropriating the Funds for the Fiscal Years 2024 and 2025 Capital Budget. City Manager. Recommend Introduction April 24, 2023, Public Hearing May 8 and May 22, 2023, Second Reading May 22, 2023.

ADERHOLD/VENUTI MOVED TO INTRODUCE ORDINANCE 23-23 BY READING OF TITLE ONLY.

In response to questions City Manager Dumouchel confirmed the Port & Harbor FY24/25 parking lot storm drain project for \$1.2 million is not in the Capital Improvement Plan but is a project where there are potential funding opportunities so it's included in the capital budget to communicate an idea that may come before them in the next few years. Regarding projects he didn't approve the next draft will have a section that includes reasoning for the denial. The fuel island replacement is at a point where the appropriation expired and it was brought back because it's something we should do, but need to have a better idea if and where Public Works will be before moving forward on it.

Council Member Lord noted the comments related to parks restroom projects in the next biennium as a look forward, it gives them the opportunity to start putting money aside for those projects as part of this budget.

In response to questions about requests from the Port and Fire Department regarding snow plows, both departments have blades, the Port would put their current plow blade on a new truck, he's unsure if the intent of the Fire Department is to repurpose their blade or get a new one.

Mayor Castner announced he'll be proposing amendments for engineering water and sewer at Jack Gist Park and Karen Hornaday Park in 2024 and infrastructure at Jack Gist in 2025. He may also address setting money aside for HERC, similar to the way Council put money aside for the Police Department.

Council Member Venuti will be submitting amendments to add Community Recreation Software and the Small Business Development Center funding.

Council Member Lord would like more information from administration on what the software entails.

Council Member Hansen and Erickson shared support the Community Recreation software.

There was brief discussion with the City Manager regarding how he makes determinations on what's included and what isn't. Related to the software request he's working with one of the Special Project's Coordinators to do with existing and close to free resources that wouldn't have an ongoing annual fee, or revisiting it at the mid-biennium when the financial situation might be different. We have limited resources to implement this as the IT department is focused on cybersecurity and upgrading old equipment.

There was continued discussion of recreation and parks needs and need for visioning.

VOTE (introduction): NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

11. CITY MANAGER'S REPORT

11.A. City Manager's Report

City Manager Dumouchel commented regarding the installment of updates to the 2022 visioning worksession, a residential fuel spill, and City Planner Abboud's resignation.

There was brief discussion regarding the 2022 priorities and refreshing the Emergency Operations Procedures.

12. PENDING BUSINESS

12.A. Resolution 23-036, A Resolution of the City Council of Homer, Alaska Directing the Port and Harbor Advisory Commission for Research and Reporting during the process of the Harbor Expansion General Investigation Study and Float Replacement Projects. Erickson/Venuti.

Resolution 23-036(S), A Resolution of the City Council of Homer, Alaska Directing the Port and Harbor Advisory Commission for Research and Reporting during the process of the Harbor Expansion General Investigation Study and Float Replacement Projects. Erickson/Venuti.

Mayor Castner announced there is a motion on the floor from April 10th to adopt Resolution 23-036 by reading of title only.

ERICKSON/VENUTI MOVED TO SUBSTITUTE RESOLUTION 23-036(S) FOR 23-036.

Council Member Erickson commented they fine-tuned the resolution following the Council/Commission joint work session.

VOTE (substitution): NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Council Members expressed appreciation for the joint worksession and it was clarified there that the Commission can put what they want on the agenda and they can bring what's listed in the resolution and bring them forward. There was some confusion on that but now they're in a good position to move forward.

Council discussed the necessity of the resolution. It was suggested letting things play out for a bit and if the Commission is still struggling then work can be done to develop a more refined and specific scope. Others noted the resolution clarifies they can collect information and if the commission as a whole feels it merits attention from Council they can send it to Council, there isn't any harm in passing it.

City Clerk Jacobsen noted at the work session it was clarified that the Chair doesn't have authority to direct Commissioners individually and suggested amending line 47 after directed by the Chair, to add "with approval of the Commission".

ERICKSON/VENUTI MOVED TO AMEND AFTER DIRECTED BY THE CHAIR "WITH APPROVAL OF THE COMMISSION"

There was brief discussion in support of the amendment.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Council Member Lord clarified that she opposes the resolution because it's direction from Council, regardless of the time limit. She doesn't think there's anything stopping the Commission from doing these things and this doesn't comport in her mind as something that is a useful directive as a Council Member to a Commission in this broad of a sweep.

VOTE: YES: VENUTI, ERICKSON, DAVIS, HANSEN
NO: ADERHOLD, LORD

Motion carried.

13. NEW BUSINESS

14. RESOLUTIONS

- 14.A. Resolution 23-046, A Resolution of the City Council of Homer, Alaska Authorizing a Task Order in the amount of \$379,661 to HDR Engineering, Inc. for the Homer Harbor Expansion Study's In-

Kind Engineering Support Services and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Port Director.

ADERHOLD/VENUTI MOVED TO ADOPT RESOLUTION 23-046 BY READING OF TITLE ONLY.

Council Member Lord noted Council discussed this at the Committee of the Whole and noted for the listing audience that the original task order is on the Harbor Expansion Study website.

Mayor Castner requested this resolution be referred to the Port and Harbor Commission and brought back to Council on May 8th. He wants the Commission to have the opportunity to read through it and ask questions about it. This is a document there should be more eyes on.

There were comments that this is will ultimately be decided by the Council, the Mayor has identified concerns so it's valuable for Council to be aware of those concerns, and that referring it to the Commission is not objectionable, but there needs to be clear direction as to what's expected of the Commission.

Mayor Castner explained its 97% soft costs and 3% hard costs. The ratio of benefits is going to be associated with hard costs and what are going to be the benefits to the United States in that certain ratio that has to be met.

Ronny McPherson with HDR was provided an opportunity to give a brief presentation to Council explaining the current contract allows HDR to work as owner representative for the overall Homer Harbor Expansion, the USACE Feasibility Study officially began last week and is only one part of the Homer Harbor Expansion, this amendment allows HDR to provide work in kind services on the Feasibility Study as an extension of the City, and work in kind services is for preliminary engineer of harbor design alternatives.

In response to questions Mr. McPherson explained that if we did not pursue this work in kind task order the Corps would perform the preliminary engineering design in house if they had capacity within the district, but more than likely they would farm it out the Engineering Research and Development Center in Vicksburg, Mississippi.

There was discussion clarifying work in kind, that it only applies to what the Corps specifically wants from the City and identified in the task order, and how work in kind is charged to the project. They also addressed processes for cost estimating the project, and for keeping Council and staff apprised of costs throughout.

ADERHOLD/LORD MOVE TO POSTPONE TO OUR MAY 8TH MEETING AND SEND THE RESOLUTION TO THE PORT AND HARBOR COMMISSION TO RECEIVE THIS PRESENTATION FROM HDR AND HAVE THE OPPORTUNITY TO ASK QUESTIONS.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

15. COMMENTS OF THE AUDIENCE (The public may comment for three minutes on any topic.)

Mike Illg, city resident and Recreation Manager for the City, commented registration for Homer Steps Up is open. He clarified the Community Recreation tried some software before with COVID funds, he spent many hours trying to figure out how it worked and there was poor customer service, so we didn't renew the agreement with them. He acknowledged Chris Etwiler who recently passed away and recognized his contributions to community recreation and the community as a whole.

Wayne Aderhold, city resident and KBBI Board Member, reminded listeners that Friday and Saturday is their Spring Fund Drive.

Robert Archibald, city resident, thanked Council for their discussion about parks and noted the PARCAC park walk through is June 15.

16. COMMENTS OF THE CITY ATTORNEY

Attorney Holmquist had no comments.

17. COMMENTS OF THE CITY CLERK

City Clerk Jacobsen thanked Assembly Member Chelsey for his vote of confidence related to the Borough Clerk position, but there are a lot of cool things to be done here so she'll be sticking around. She announced April 30 through May 6 is municipal clerk's week.

18. COMMENTS OF THE CITY MANAGER

City Manager Dumouchel announced current job openings for the City.

19. COMMENTS OF THE MAYOR

Mayor Castner said he's thankful they shifted the fiscal year. Going in to their 2nd two year budget has generated more interest and conversation.

20. COMMENTS OF THE CITY COUNCIL

Council Member Hansen had no comment.

Council Member Erickson thanked Rick Abboud, she enjoyed working with him and thinks the community will miss him. She echoes the earlier comments about Chris Etwiler, the community has lost a really great volunteer and good friend.

Council Member Davis encouraged attending the Guiding Growth event, and Saturday is electronics recycling day.

Council Member Aderhold noted the slogan nothing works without clerks and anyone who's interested in knowing what's going on in the city the Deputy City Clerk position would be a nice job to apply for. She announced events and activities coming up in May.

Council Member Venuti shared that KBC graduation is May 10th. She appreciates the clean streets and the volunteers who helped clear the soccer fields, and thanked Rick Abboud for his work.

Council Member Lord wished everyone an enjoyable dinner and 15 minutes until bed time.

21. ADJOURNMENT

There being no further business to come before Council Mayor Castner adjourned the meeting at 9:41 p.m. The next Regular Meeting is Monday, May 8, 2023 at 6:00 p.m., Committee of the Whole at 5:00 p.m. There is a Work Session April 28, 2023 at 4:00 p.m. and a Special Meeting May 1, 2023 at 5:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Melissa Jacobsen, MMC, City Clerk

Approved:_____

Session 23-09 a Special Meeting of the City Council of Homer, Alaska was called to order on May 1, 2023 by Mayor Ken Castner at 6:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

PRESENT: COUNCILMEMBERS ADERHOLD, DAVIS, ERICKSON, HANSEN, LORD, VENUTI

STAFF: CITY MANAGER DUMOUCHEL
CITY CLERK JACOBSEN

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

ADERHOLD/VENUTI MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

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

4. PENDING BUSINESS

5. NEW BUSINESS

- 5.A. Memorandum 23-115 from City Clerk Re: Request for Executive Session Pursuant to AS 44.62.310 (A-C)(2) Subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion (City Manager Dumouchel Semi - Annual Performance Evaluation)

ADERHOLD/VENUTI MOVED TO THAT THE COUNCIL GO INTO EXECUTIVE SESSION PURSUANT TO AS 44.62.310 (A-C)(2) SUBJECTS THAT TEND TO PREJUDICE THE REPUTATION AND CHARACTER OF ANY PERSON, PROVIDED THE PERSON MAY REQUEST A PUBLIC DISCUSSION FOR CITY MANAGER DUMOUCHEL'S SEMI-ANNUAL PERFORMANCE EVALUATION.

City Manager Dumouchel confirmed he would like the discussion in executive session.

VOTE: YES: VENUTI, ADERHOLD, ERICKSON, DAVIS, HANSEN

Motion carried.

Council recessed into executive session at 5:03 p.m. and resumed the meeting at 7:25 p.m.

Council Member Lord joined the meeting at 5:06 p.m.

6. COMMENTS OF THE AUDIENCE

7. ADJOURNMENT

There being no further business to come before the Council Mayor Castner adjourned the meeting at 7:26 p.m. The next Regular Meeting is Monday, May 8, 2023 at 6:00 p.m., Committee of the Whole at 5:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Melissa Jacobsen, MMC, City Clerk

Approved: _____



MEMORANDUM

Liquor License Renewals for Fresh Catch Café, Grog Shop, Homer Liquor & Wine, Patel's, Patel's 2, and Rum Locker.

Item Type: Action Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: 06 April 2023
From: Melissa Jacobsen, MMC, City Clerk

The City Clerk's Office has been notified by the Alcohol and Marijuana Control Office of Liquor License Renewal Applications within the City of Homer for the following businesses:

License Type: Restaurant/Eating Place
License #: 4894
DBA Name: Fresh Catch Café
Service Location: 4025 Homer Spit Road #5, Homer, AK 99603
Licensee: Sake 59, LLC
Contact Person: Jackie Kondak

License Type: Package Store
License #: 479
DBA Name: The Grog Shop
Service Location: 369 East Pioneer Avenue, Homer, AK 99603
Licensee: Uncle Thirsty's, LLC
Contact Person: Tom Beck

License Type: Package Store
License #: 2301
DBA Name: Grog Shop East End
Service Location: 3125 East End Road, Homer, AK 99603
Licensee: Uncle Thirsty's, LLC
Contact Person: Tom Beck

License Type: Package Store
License #: 3176
DBA Name: Patel's
Service Location: 4470 Homer Spit Road, Homer, AK 99603
Licensee: Uncle Thirsty's, LLC
Contact Person: Tom Beck

License Type: Package Store
License #: 3472
DBA Name: Patel's #2
Service Location: 4287 Homer Spit Road, Homer, AK 99603
Licensee: Uncle Thirsty's, LLC
Contact Person: Tom Beck

License Type: Package Store
License #: 2531
DBA Name: Homer Liquor & Wine Company
Service Location: 4474 Homer Spit Road, Homer, AK 99603
Licensee: Uncle Thirsty's, LLC
Contact Person: Tom Beck

License Type: Package Store
License #: 4432
DBA Name: Rum Locker
Service Location: 276 Olsen Lane, Suite 3, Homer, AK 99603
Licensee: Uncle Thirsty's, LLC
Contact Person: Tom Beck

Recommendation:

Voice non-objection and approval for the liquor License Renewals

Attachments:

AMCO Applications
City of Homer Police Non-Objection



May 4, 2023

City of Homer, Kenai Peninsula Borough

Via Email: [mjacobson@ci.homer.ak.us](mailto:mjacobsen@ci.homer.ak.us); clerk@cityofhomer-ak.gov; micheleturner@kpb.us;
jratky@kpb.us; tward@kpb.us; mjenkins@kpb.us; jvanhoose@kpb.us; cjackinsky@kpb.us;
maldridge@kpb.us; ncarver@kpb.us; slopez@kpb.us; jblankenship@kpb.us; bcarter@kpb.us;
g_notify_assemblyclerk@kpb.us

Re: Notice of 2023/2024 Liquor License Renewal Application

License Type:	Restaurant/Eating Place	License Number:	4894
Licensee:	Sake 59 LLC (prior to 5/4/23 it was Harrison McHenry)		
Doing Business As:	Fresh Catch Café		

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

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

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

Sincerely,

Joan Wilson, Director
amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board

2023-2024 Master Checklist: Renewal License Application

Doing Business As:	Fresh Catch Cafe	License Number:	4894
License Type:	Restaurant/Eating Place-Seasonal		
Examiner:	CC	Transaction #:	100540707

Document	Received	Completed	Notes
AB-17: Renewal Application	2/27/23	5/4/23	
App and License Fees	2/27/23	5/4/23	

Supplemental Document	Received	Completed	Notes
AB-25: Supplier Certification			
AB-33: Restaurant Receipts Aff	3/2/23	5/4/23	-missing
AB-36: Rec Site Statement			
AB-37: Tourism Statement			
AB-39: Change of Officers		N/A	
COI / COC / 5 Star / FAA Cert		↓	
FP Cards & Fees / AB-08a			
Late Fee (after 12/31/2022)	2/27/23		
Additional Documents:	transfers processed & ready to effectuate		
Names on FP Cards:			

	Yes	No	N/A
CBPL Entity Printout included?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business License Copy included?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Background(s) Completed & Date: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Special Consideration: _____	Board Meeting Date: 5/30-31/23		
LGB Sent Date: 5/4/23	LGB Deadline Date: 7/3/23		
LGB 1 Name: City of Homer	LGB 2 Name: KPB		
<input type="checkbox"/> Waive	<input type="checkbox"/> Protest	<input type="checkbox"/> Lapsed	<input type="checkbox"/> Waive
<input type="checkbox"/> Protest	<input type="checkbox"/> Lapsed	<input type="checkbox"/> Waive	<input type="checkbox"/> Protest
<input type="checkbox"/> Lapsed	<input type="checkbox"/> Waive	<input type="checkbox"/> Protest	<input type="checkbox"/> Lapsed



Alaska Alcoholic Beverage Control Board

Form AB-17: 2023/2024 General Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than 12/31/2022 per AS 04.11.270, 3 AAC 304.160, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any application for renewal or any fees for renewal that have not been postmarked by 2/28/2023 will be expired per AS 04.11.540, 3 AAC 304.160(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the required fees and all documents required, or the application will be returned without being processed, per AS 04.11.270, 3 AAC 304.105
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

Section 1 - Establishment Contact Information

Licensee (Owner):	Harrison McHenry	License #:	4894
License Type:	Restaurant / Eating Place - Seasonal		
Doing Business As:	Fresh Catch Cafe		
Local Governing Body:	State of Alaska		
Community Council:	Homer		

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

Mailing Address:	Po Box 15236				
City:	Fritz Creek	State:	AK	ZIP:	99603

Section 2 - Licensee Contact Information

Contact Licensee: The individual listed below must be part of the ownership structure of the licensee listed in Section 1. This person will be the designated point of contact regarding this license, unless the Optional contact is completed.

Contact Licensee:	Heather McHenry	Contact Phone:	907 299 4539
Contact Email:	Hmchenry2000@yahoo.com		

Optional: If you wish for AMCO staff to communicate with anyone other than the Contact Licensee (such as legal counsel) about your license, list their information below:

Name of Contact:		Contact Phone:	
Contact Email:			

Section 3 - for Package Stores ONLY: Written Order Information

Do you intend to sell alcoholic beverages and ship them to another location in response to written solicitation in calendar years 2022 and/or 2023?

YES NO

AMCO
MAR 02 2023



Form AB-17: 2023/2024 License Renewal Application

- I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 304.465.

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

Harrison McHenry
Signature of licensee

Harrison McHenry
Printed name of licensee



Rachel Tussey
Signature of Notary Public

Notary Public in and for the State of Alaska

My commission expires: 12/10/2026

Subscribed and sworn to before me this 28 day of February, 2023.

- Restaurant and Eating Place applications must include a completed AB-33: Restaurant Receipts Affidavit
- Recreational Site applications must include a completed AB-36: Recreational Site Statement
- Tourism applications must include a completed AB-37: Tourism Statement
- Wholesale applications must include a completed AB-25: Supplier Certification
- Common Carrier applications must include a current safety inspection certificate

All renewal and supplemental forms are available online:
<https://www.commerce.alaska.gov/web/amco/AlcoholLicenseApplication.aspx>

AMCO
MAR 03 2023

FOR OFFICE USE ONLY

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

License Details

LICENSE DETAILS

License #: 966810

License unavailable for printing

Business Name: FRESH CATCH CAFE

Status: Voluntarily Cancelled

Issue Date: 12/19/2011

Expiration Date: 12/31/2022

Mailing Address: PO BOX 15236
FRITZ CREEK, AK 99603

Physical Address: 32950 shrub dr
9072994538
Fritz Creek, AK 99603

Owners

HARRISON MCHENRY

Activities

Line of Business

NAICS

Professional License #

72 - Accommodation and Food Services

722511 - FULL-SERVICE RESTAURANTS

Endorsements

No Endorsements Found

License Lapse(s)

If this business license lapsed within the last four years the lapsed periods will appear below. Lapsed periods are the unlicensed period between an expiration date and renewal date.

Start Date	End Date
1/1/2022	1/18/2022

[Close License Detail](#)

[Print Friendly Version](#)



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-33: 2023/2024 Restaurant Receipts Affidavit

What is this form?

A restaurant or eating place licensee must file a complete copy of this form along with its 2023/2024 license renewal application, in order to provide evidence to the Alcoholic Beverage Control Board that this licensed restaurant's receipts from the sale of food upon the licensed premises constitute no less than 50% of the gross receipts (food + alcohol sales) of the licensed premises for each calendar year in 2021 and 2022, as required by AS 04.11.100(e). This form is confidential.

This form must be completed and submitted with Form AB-17 to AMCO's main office before a license renewal application may be reviewed.

Section 1 - Establishment Information

This form is being submitted for the following license:

Licensee:	Harrison McHenry	License #:	4894
License Type:	Restaurant/Eating Place-Seasonal		
Doing Business As:	Fresh Catch Cafe		

Section 2 - Gross Receipts for 2021 and 2022

Please fill out the following information carefully, contact AMCO staff if you have questions regarding this form. Enter the dollar amounts of the food and gross (food + alcohol) receipts on the licensed premises, and calculate the percentage of gross revenue that is from food sales on the licensed premises for each calendar year. (Food Revenue ÷ Gross Revenue x 100 = %)

$$\begin{array}{l}
 \$ 595,191 \\
 \text{2021 Food Sales}
 \end{array}
 +
 \begin{array}{l}
 \$ 716,748 \\
 \text{2021 Food + Alcohol Sales} \\
 71,989-
 \end{array}
 \times 100 =
 \begin{array}{l}
 19.6 \\
 83.6 \% \\
 \text{2021 Percent from Food}
 \end{array}$$

$$\begin{array}{l}
 \$ 826,837.00 \\
 \text{2022 Food Sales}
 \end{array}
 +
 \begin{array}{l}
 \$ 181,523.00 \\
 \text{2022 Food + Alcohol Sales} \\
 1,008,360-
 \end{array}
 \times 100 =
 \begin{array}{l}
 21.7 \\
 82 \% \\
 \text{2022 Percent from Food}
 \end{array}$$

I declare under penalty of perjury that this form, including all accompanying schedules and statements, is true, correct, and complete.

Harrison McHenry
 Printed name of licensee

[Signature]
 Signature of licensee

AMCO
 MAR 03 2023

AMCO Received 5/3/2023



May 1, 2023

City of Homer, Kenai Peninsula Borough

Via Email: mjacobsen@ci.homer.ak.us; clerk@cityofhomer.ak.us; micheleturner@kpb.us;
jratky@kpb.us; tward@kpb.us; mjenkins@kpb.us; jvanhoose@kpb.us; cjackinsky@kpb.us;
maldridge@kpb.us; ncarver@kpb.us; slopez@kpb.us; jblankenship@kpb.us; bcarter@kpb.us;
g_notify_assemblyclerk@kpb.us

Re: Notice of 2023/2024 Liquor License Renewal Application

License Type:	Package Store	License Number:	Multiple
Licensee:	Uncle Thirstys LLC		
Doing Business As:	The Grog Shop, Homer Liquor & Wine, Patel's, Patel's 2, Rum Locker		
License Numbers:	479, 2531, 3176, 3472, 4432		

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

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

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

Sincerely,

Joan Wilson, Director
amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board

2023-2024 Master Checklist: Renewal License Application

Doing Business As:	The Grog Shop	License Number:	479
License Type:	Package Store		
Examiner:	CG	Transaction #:	100522597 100522610

Document	Received	Completed	Notes
AB-17: Renewal Application	12/30	5/1/23	
App and License Fees	1/3/2023	5/1/23	

Supplemental Document	Received	Completed	Notes
AB-25: Supplier Certification			
AB-33: Restaurant Receipts Aff	---		
AB-36: Rec Site Statement			
AB-37: Tourism Statement			
AB-39: Change of Officers	12/30	N/A	
COI / COC / 5 Star / FAA Cert		↓	
FP Cards & Fees / AB-08a			
Late Fee (after 12/31/2022)			

Additional Documents: transfer of controlling interest in queue

Names on FP Cards:

	Yes	No	N/A
CBPL Entity Printout included?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business License Copy included?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Background(s) Completed & Date: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Special Consideration: _____ Board Meeting Date: 5/30-31/23

LGB Sent Date: 5/1/23 LGB Deadline Date: 6/30/23

LGB 1 Name: Homen LGB 2 Name: KPB

Waive
 Protest
 Lapsed

 Waive
 Protest
 Lapsed



1 AB-17: 2023/2024 License Renewal Application

Alcohol and Marijuana Control Office
550 W 7th Avenue,
Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-17: 2023/2024 General Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than 12/31/2022 per AS 04.11.270, 3 AAC 304.160, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any application for renewal or any fees for renewal that have not been postmarked by 2/28/2023 will be expired per AS 04.11.540, 3 AAC 304.160(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the required fees and all documents required, or the application will be returned without being processed, per AS 04.11.270, 3 AAC 304.105
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

Section 1 - Establishment Contact Information

Licensee (Owner):	MSA, Inc. <i>Uncle Thirsty's</i>	License #:	479
License Type:	Package Store		
Doing Business As:	The Grog Shop		
Local Governing Body:	Homer, Kenai Peninsula Borough		
Community Council:			

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

Mailing Address:					
City:		State:		ZIP:	

Section 2 - Licensee Contact Information

Contact Licensee: The individual listed below must be part of the ownership structure of the licensee listed in Section 1. This person will be the designated point of contact regarding this license, unless the Optional contact is completed.

Contact Licensee:	<i>Tom Beck</i>	Contact Phone:	<i>907-235-5101</i>
Contact Email:	<i>dearunclethirsty@gmail.com</i>		

Optional: If you wish for AMCO staff to communicate with anyone other than the Contact Licensee (such as legal counsel) about your license, list their information below:

Name of Contact:		Contact Phone:	
Contact Email:			

Section 3 - for Package Stores ONLY: Written Order Information

Do you intend to sell alcoholic beverages and ship them to another location in response to written solicitation in calendar years 2022 and/or 2023?

YES NO

AMCO
DEC 30 2022



Form AB-17: 2023/2024 License Renewal Application

Section 4 – Ownership Structure Certification

YES	NO
<input checked="" type="checkbox"/>	<input type="checkbox"/>

Did the ownership structure of the licensed business change in 2021/2022?

If Yes, and you have NOT notified AMCO, list the updated information on form AB-39: Change of Officers and submit with your renewal application.

If No, certify the statement below by initialing the box to the right of the statement.

I certify that the ownership structure of the business who owns this alcohol license did not change in any way during the calendar years 2021 or 2022.

Section 5 – License Operation

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

	2021	2022
1. The license was operated for more than 240 hours throughout each year. (Year-round)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2. The license was only operated during a specified time each year. (Not to exceed 6 months per year) <i>If your operation dates have changed, list them below:</i> _____ to _____	<input type="checkbox"/>	<input type="checkbox"/>
3. The license was only operated to meet the minimum requirement of 240 total hours each calendar year. <i>A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form.</i>	<input type="checkbox"/>	<input type="checkbox"/>
4. The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both calendar years. <i>A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated.</i> <u>If you have not met the minimum number of hours of operation in 2021, you are not required to pay the fees, however a complete AB-29 is required with Section 2 marked "Other" and COVID is listed as the reason.</u>	<input type="checkbox"/>	<input type="checkbox"/>

Section 6 - Violations and Convictions

YES	NO
<input type="checkbox"/>	<input checked="" type="checkbox"/>

Have ANY Notices of Violation been issued for this license?

YES	NO
<input type="checkbox"/>	<input checked="" type="checkbox"/>

Has ANY person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2021 or 2022?

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

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

Section 7 – Certifications

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

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and the license being potentially expired if I do not comply with statutory or regulatory requirements.
- I certify that in accordance with AS 04.11.450, no one other than the licensee(s), as defined in AS 04.11.260, has a direct or indirect financial interest in the licensed business.
- I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and I have provided AMCO with all required changes of the ownership structure of the business license, and have provided all required documents for any new or changes of officers.

DEC 8 0 2022



Form AB-17: 2023/2024 License Renewal Application

- I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 304.465.

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

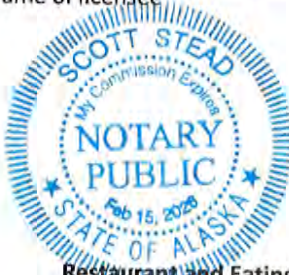
T. Beck
Signature of licensee

[Signature]
Signature of Notary Public

Thomas Beck
Printed name of licensee

Notary Public in and for the State of ALASKA

My commission expires: 15 FEB 2026



Subscribed and sworn to before me this 30 day of DECEMBER, 2022.

- Restaurant and Eating Place** applications must include a completed AB-33: Restaurant Receipts Affidavit
- Recreational Site** applications must include a completed AB-36: Recreational Site Statement
- Tourism** applications must include a completed AB-37: Tourism Statement
- Wholesale** applications must include a completed AB-25: Supplier Certification
- Common Carrier** applications must include a current safety inspection certificate

All renewal and supplemental forms are available online:
<https://www.commerce.alaska.gov/web/amco/AlcoholLicenseApplication.aspx>

FOR OFFICE USE ONLY #100522610

#100522597

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

AMCO
DEC 30 2022

ENTITY DETAILS

Name(s)

Type	Name
Legal Name	Uncle Thirsty's LLC

Entity Type: Limited Liability Company

Entity #: 10189583

Status: Good Standing

AK Formed Date: 3/10/2022

Duration/Expiration: Perpetual

Home State: ALASKA

Next Biennial Report Due: 1/2/2024

Entity Mailing Address: 369 E. PIONEER AVENUE, HOMER, AK 99603

Entity Physical Address: 369 E. PIONEER AVENUE, HOMER, AK 99603

Registered Agent

Agent Name: Patrick Driscoll

Registered Mailing Address: 369 E. PIONEER AVENUE, HOMER, AK 99603

Registered Physical Address: 369 E. PIONEER AVENUE, HOMER, AK 99603

Officials

Show Former

AK Entity #	Name	Titles	Owned
	Thomas Beck	Member	100.00

Filed Documents

Date Filed	Type	Filing	Certificate
3/10/2022	Creation Filing	Click to View	Click to View
5/20/2022	Initial Report	Click to View	
10/07/2022	Change of Officials	Click to View	

[Close Details](#)

[Print Friendly Version](#)

License Detail

LICENSE DETAILS

License #: 2160225

[Print Business License](#)

Business Name: The Grog Shop

Status: Active

Issue Date: 07/05/2022

Expiration Date: 12/31/2023

Mailing Address: 369 E PIONEER AVE
HOMER, AK 99603

Physical Address: 369 E PIONEER AVE
HOMER, AK 99603

Owners

Uncle Thirsty's LLC

Activities

Line of Business	NAICS	Professional License #
44-45 - Retail Trade	445320 - BEER, WINE, AND LIQUOR RETAILERS	

Endorsements

End #	Issue	Renew	Expiration	Action End	Action Note	Address
1	7/5/2022		12/31/2023			369 E PIONEER AVE, HOMER, AK 99603

License Lapse(s)

If this business license lapsed within the last four years the lapsed periods will appear below. Lapsed periods are the unlicensed period between an expiration date and renewal date.

No Lapses on record for the last 4 years.

[Close License Detail](#)

[Print Friendly Version](#)



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

2023-2024 Master Checklist: Renewal License Application

Doing Business As:	Homer Liquor & Wine Company	License Number:	2531
License Type:	Package Store - Seasonal		
Examiner:	CC	Transaction #:	100522597 100522603

Document	Received	Completed	Notes
AB-17: Renewal Application	12/30	5/1/23	
App and License Fees	1/3/2023	5/1/23	

Supplemental Document	Received	Completed	Notes
AB-25: Supplier Certification			
AB-33: Restaurant Receipts Aff			
AB-36: Rec Site Statement			
AB-37: Tourism Statement			
AB-39: Change of Officers	12/30	n/a	
COI / COC / 5 Star / FAA Cert		↓	
FP Cards & Fees / AB-08a			
Late Fee (after 12/31/2022)			

Additional Documents: transfer of controlling interest in liquor

Names on FP Cards:

Yes No N/A

- CBPL Entity Printout included? Yes No N/A
- Business License Copy included? Yes No N/A
- Background(s) Completed & Date: _____ Yes No N/A

Special Consideration: _____ Board Meeting Date: 5/30-31/23

LGB Sent Date: 5/1/23 LGB Deadline Date: 6/30/23

LGB 1 Name: Homer LGB 2 Name: KPB

- Waive Protest Lapsed
- Waive Protest Lapsed



AB-17: 2023/2024 License Renewal Application

Alcohol and Marijuana Control Office
550 W 7th Avenue,
Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-17: 2023/2024 General Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than 12/31/2022 per AS 04.11.270, 3 AAC 304.160, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any application for renewal or any fees for renewal that have not been postmarked by 2/28/2023 will be expired per AS 04.11.540, 3 AAC 304.160(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the required fees and all documents required, or the application will be returned without being processed, per AS 04.11.270, 3 AAC 304.105
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

Section 1 - Establishment Contact Information

Licensee (Owner):	MSA, Inc. <i>Uncle Thirsty's LLC</i>	License #:	2531
License Type:	Package Store-Seasonal		
Doing Business As:	Homer Liquor & Wine Company		
Local Governing Body:	Homer, Kenai Peninsula Borough		
Community Council:			

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

Mailing Address:					
City:		State:		ZIP:	

Section 2 - Licensee Contact Information

Contact Licensee: The individual listed below must be part of the ownership structure of the licensee listed in Section 1. This person will be the designated point of contact regarding this license, unless the Optional contact is completed.

Contact Licensee:	<i>Tom Beck</i>	Contact Phone:	<i>907-235-5101</i>
Contact Email:	<i>dearunclethirsty@gmail.com</i>		

Optional: If you wish for AMCO staff to communicate with anyone other than the Contact Licensee (such as legal counsel) about your license, list their information below:

Name of Contact:		Contact Phone:	
Contact Email:			

Section 3 - for Package Stores ONLY: Written Order Information

Do you intend to sell alcoholic beverages and ship them to another location in response to written solicitation in calendar years 2022 and/or 2023?

AMCO
DEC 8 2022

YES	NO
<input checked="" type="checkbox"/>	<input type="checkbox"/>



Form AB-17: 2023/2024 License Renewal Application

Section 4 – Ownership Structure Certification

YES	NO
<input checked="" type="checkbox"/>	<input type="checkbox"/>

Did the ownership structure of the licensed business change in 2021/2022?

If Yes, and you have **NOT** notified AMCO, list the updated information on form AB-39: Change of Officers and submit with your renewal application.

If No, certify the statement below by initialing the box to the right of the statement.

I certify that the ownership structure of the business who owns this alcohol license did not change in any way during the calendar years 2021 or 2022.

Section 5 – License Operation

Check **ONEBOX** for EACH CALENDAR YEAR that best describes how this liquor license was operated:

	2021	2022
1. The license was operated for more than 240 hours throughout each year. (Year-round)	<input type="checkbox"/>	<input type="checkbox"/>
2. The license was only operated during a specified time each year. (Not to exceed 6 months per year) <i>If your operation dates have changed, list them below:</i> <u>June</u> to <u>October</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3. The license was only operated to meet the minimum requirement of 240 total hours each calendar year. <i>A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form.</i>	<input type="checkbox"/>	<input type="checkbox"/>
4. The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both calendar years. <i>A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated.</i> <u>If you have not met the minimum number of hours of operation in 2021, you are not required to pay the fees, however a complete AB-29 is required with Section 2 marked "Other" and COVID is listed as the reason.</u>	<input type="checkbox"/>	<input type="checkbox"/>

Section 6 - Violations and Convictions

Have **ANY** Notices of Violation been issued for this license? YES NO

Has **ANY** person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2021 or 2022? YES NO

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

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

Section 7 – Certifications

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

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and the license being potentially expired if I do not comply with statutory or regulatory requirements.
- I certify that in accordance with AS 04.11.450, no one other than the licensee(s), as defined in AS 04.11.260, has a direct or indirect financial interest in the licensed business.
- I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and I have provided AMCO with all required changes of the ownership structure of the business license, and have provided all required documents for any new or changes of officers.

DEC 30 2022



Alaska Alcoholic Beverage Control Board

Form AB-17: 2023/2024 License Renewal Application

- I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 304.465.

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

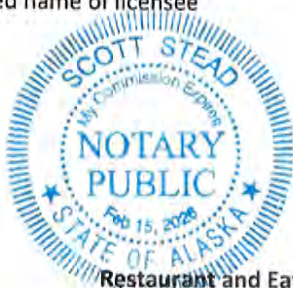
T. Beck
Signature of licensee

Scott Stead
Signature of Notary Public

Thomas Beck
Printed name of licensee

Notary Public in and for the State of ALASKA

My commission expires: 15 FEB 2026



Subscribed and sworn to before me this 30 day of DECEMBER, 2022.

- Restaurant and Eating Place** applications must include a completed AB-33: Restaurant Receipts Affidavit
- Recreational Site** applications must include a completed AB-36: Recreational Site Statement
- Tourism** applications must include a completed AB-37: Tourism Statement
- Wholesale** applications must include a completed AB-25: Supplier Certification
- Common Carrier** applications must include a current safety inspection certificate

All renewal and supplemental forms are available online:
<https://www.commerce.alaska.gov/web/amco/AlcoholLicenseApplication.aspx>

FOR OFFICE USE ONLY

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

AMCO

DEC 8 2022

Details

ENTITY DETAILS

Name(s)

Type	Name
Legal Name	Uncle Thirsty's LLC

Entity Type: Limited Liability Company

Entity #: 10189583

Status: Good Standing

AK Formed Date: 3/10/2022

Duration/Expiration: Perpetual

Home State: ALASKA

Next Biennial Report Due: 1/2/2024

Entity Mailing Address: 369 E. PIONEER AVENUE, HOMER, AK 99603

Entity Physical Address: 369 E. PIONEER AVENUE, HOMER, AK 99603

Registered Agent

Agent Name: Patrick Driscoll

Registered Mailing Address: 369 E. PIONEER AVENUE, HOMER, AK 99603

Registered Physical Address: 369 E. PIONEER AVENUE, HOMER, AK 99603

Officials

Show Former

AK Entity #	Name	Titles	Owned
	Thomas Beck	Member	100.00

Filed Documents

Date Filed	Type	Filing	Certificate
3/10/2022	Creation Filing	Click to View	Click to View
5/20/2022	Initial Report	Click to View	
10/07/2022	Change of Officials	Click to View	

[Close Details](#)

[Print Friendly Version](#)

License Details

LICENSE DETAILS

License #: 2160228

[Print Business License](#)

Business Name: Homer Liquor & Wine Company

Status: Active

Issue Date: 07/05/2022

Expiration Date: 12/31/2023

Mailing Address: 235 E Pioneer Ave
Homer, AK 99603

Physical Address: 4474 Homer Spit Rd #4
Homer, AK 99603

Owners

Uncle Thirsty's LLC

Activities

Line of Business	NAICS	Professional License #
44-45 - Retail Trade	445320 - BEER, WINE, AND LIQUOR RETAILERS	

Endorsements

End #	Issue	Renew	Expiration	Action End	Action Note	Address
1	7/5/2022		12/31/2023			4474 Homer Spit Rd #4, Homer, AK 99603

License Lapse(s)

If this business license lapsed within the last four years the lapsed periods will appear below. Lapsed periods are the unlicensed period between an expiration date and renewal date.

No Lapses on record for the last 4 years.

[Close License Detail](#)

[Print Friendly Version](#)



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

2023-2024 Master Checklist: Renewal License Application

Doing Business As:	Patel's	License Number:	3176
License Type:	Package Store - Seasonal		
Examiner:	CC	Transaction #:	100522597 100522601

Document	Received	Completed	Notes
AB-17: Renewal Application	12/30	5/1/23	
App and License Fees	1/3/2023	5/1/23	

Supplemental Document	Received	Completed	Notes
AB-25: Supplier Certification			
AB-33: Restaurant Receipts Aff			
AB-36: Rec Site Statement			
AB-37: Tourism Statement			
AB-39: Change of Officers	12/30	N/A	
COI / COC / 5 Star / FAA Cert			
FP Cards & Fees / AB-08a			
Late Fee (after 12/31/2022)			
Additional Documents:	transfer of controlling interest in queue		
Names on FP Cards:			

	Yes	No	N/A
CBPL Entity Printout included?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business License Copy included?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Background(s) Completed & Date: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Special Consideration: _____	Board Meeting Date: <u>5/30-31/23</u>		
LGB Sent Date: <u>5/1/23</u>	LGB Deadline Date: <u>6/30/23</u>		
LGB 1 Name: <u>Homen</u>	LGB 2 Name: <u>KPB</u>		
<input type="checkbox"/> Waive	<input type="checkbox"/> Protest	<input type="checkbox"/> Lapsed	<input type="checkbox"/> Waive
<input type="checkbox"/> Protest	<input type="checkbox"/> Lapsed	<input type="checkbox"/> Waive	<input type="checkbox"/> Protest
<input type="checkbox"/> Lapsed	<input type="checkbox"/> Waive	<input type="checkbox"/> Protest	<input type="checkbox"/> Lapsed



AB-17: 2023/2024 License Renewal Application

Alcohol and Marijuana Control Office
550 W 7th Avenue,
Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-17: 2023/2024 General Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than 12/31/2022 per AS 04.11.270, 3 AAC 304.160, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any application for renewal or any fees for renewal that have not been postmarked by 2/28/2023 will be expired per AS 04.11.540, 3 AAC 304.160(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the required fees and all documents required, or the application will be returned without being processed, per AS 04.11.270, 3 AAC 304.105
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

Section 1 - Establishment Contact Information

Licensee (Owner):	MSA, Inc. <i>Uncle Thirsty's LLC</i>	License #:	3176
License Type:	Package Store-Seasonal		
Doing Business As:	Patel's		
Local Governing Body:	Homer, Kenai Peninsula Borough		
Community Council:			

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

Mailing Address:					
City:		State:		ZIP:	

Section 2 - Licensee Contact Information

Contact Licensee: The individual listed below must be part of the ownership structure of the licensee listed in Section 1. This person will be the designated point of contact regarding this license, unless the Optional contact is completed.

Contact Licensee:	<i>Tom Beck</i>	Contact Phone:	<i>907-235-5101</i>
Contact Email:			

Optional: If you wish for AMCO staff to communicate with anyone other than the Contact Licensee (such as legal counsel) about your license, list their information below:

Name of Contact:		Contact Phone:	
Contact Email:			

Section 3 - for Package Stores ONLY: Written Order Information

Do you intend to sell alcoholic beverages and ship them to another location in response to written solicitation in calendar years 2022 and/or 2023?

YES NO

AMCO
DEC 3 0 2022



Form AB-17: 2023/2024 License Renewal Application

Section 4 – Ownership Structure Certification

YES NO

Did the ownership structure of the licensed business change in 2021/2022?

If Yes, and you have **NOT** notified AMCO, list the updated information on form AB-39: Change of Officers and submit with your renewal application.

If No, certify the statement below by initialing the box to the right of the statement.

I certify that the ownership structure of the business who owns this alcohol license did not change in any way during the calendar years 2021 or 2022.

Section 5 – License Operation

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

- | | 2021 | 2022 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|
| 1. The license was operated for more than 240 hours throughout each year. (Year-round) | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. The license was only operated during a specified time each year. (Not to exceed 6 months per year)
<i>If your operation dates have changed, list them below:</i>
<u>July</u> to <u>October</u> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3. The license was only operated to meet the minimum requirement of 240 total hours each calendar year. <u>A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form.</u> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both calendar years. <u>A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated.</u>
<u>If you have not met the minimum number of hours of operation in 2021, you are not required to pay the fees, however a complete AB-29 is required with Section 2 marked "Other" and COVID is listed as the reason.</u> | <input type="checkbox"/> | <input type="checkbox"/> |

Section 6 - Violations and Convictions

YES NO

Have **ANY** Notices of Violation been issued for this license?

Has **ANY** person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2021 or 2022?

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

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

Section 7 – Certifications

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

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and the license being potentially expired if I do not comply with statutory or regulatory requirements.
- I certify that in accordance with AS 04.11.450, no one other than the licensee(s), as defined in AS 04.11.260, has a direct or indirect financial interest in the licensed business.
- I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and I have provided AMCO with all required changes of the ownership structure of the business license, and have provided all required documents for any new or changes of officers.

AMCO



Alaska Alcoholic Beverage Control Board

Form AB-17: 2023/2024 License Renewal Application

- I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 304.465.

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

T. Beck

Signature of licensee

Skshnd

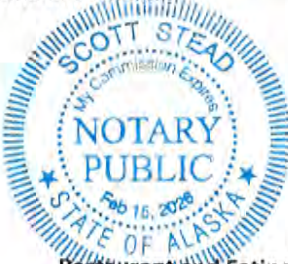
Signature of Notary Public

Thomas Beck

Printed name of licensee

Notary Public in and for the State of ALASKA

My commission expires: 15 FEB 2026



Subscribed and sworn to before me this 30 day of DECEMBER, 2022.

- Restaurant and Eating Place** applications must include a completed AB-33: Restaurant Receipts Affidavit
- Recreational Site** applications must include a completed AB-36: Recreational Site Statement
- Tourism** applications must include a completed AB-37: Tourism Statement
- Wholesale** applications must include a completed AB-25: Supplier Certification
- Common Carrier** applications must include a current safety inspection certificate

All renewal and supplemental forms are available online:
<https://www.commerce.alaska.gov/web/amco/AlcoholLicenseApplication.aspx>

#100522601

#100522597

FOR OFFICE USE ONLY

License Fee:	\$ <u>750</u>	Application Fee:	\$ 300.00	Misc. Fee:	\$
Total Fees Due:					\$

AMCO

DEC 30 2022

Details

ENTITY DETAILS

Name(s)

Type	Name
Legal Name	Uncle Thirsty's LLC

Entity Type: Limited Liability Company

Entity #: 10189583

Status: Good Standing

AK Formed Date: 3/10/2022

Duration/Expiration: Perpetual

Home State: ALASKA

Next Biennial Report Due: 1/2/2024

Entity Mailing Address: 369 E. PIONEER AVENUE, HOMER, AK 99603

Entity Physical Address: 369 E. PIONEER AVENUE, HOMER, AK 99603

Registered Agent

Agent Name: Patrick Driscoll

Registered Mailing Address: 369 E. PIONEER AVENUE, HOMER, AK 99603

Registered Physical Address: 369 E. PIONEER AVENUE, HOMER, AK 99603

Officials

Show Former

AK Entity #	Name	Titles	Owned
	Thomas Beck	Member	100.00

Filed Documents

Date Filed	Type	Filing	Certificate
3/10/2022	Creation Filing	Click to View	Click to View
5/20/2022	Initial Report	Click to View	
10/07/2022	Change of Officials	Click to View	

[Close Details](#)

[Print Friendly Version](#)

License Detail

LICENSE DETAILS

License #: 2164227

[Print Business License](#)

Business Name: PATEL'S

Status: Active

Issue Date: 09/07/2022

Expiration Date: 12/31/2023

Mailing Address: 369 East Pioneer Avenue
Homer, AK 99603

Physical Address: 4470 Homer Spit Rd Suite C
Homer, AK 99603

Owners

Uncle Thirsty's LLC

Activities

Line of Business

NAICS

Professional License #

44-45 - Retail Trade

445320 - BEER, WINE, AND LIQUOR RETAILERS

Endorsements

No Endorsements Found

License Lapse(s)

If this business license lapsed within the last four years the lapsed periods will appear below. Lapsed periods are the unlicensed period between an expiration date and renewal date.

No Lapses on record for the last 4 years.

[Close License Detail](#)

[Print Friendly Version](#)



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

2023-2024 Master Checklist: Renewal License Application

Doing Business As:	Patel's #2	License Number:	3472
License Type:	Package Store - Seasonal		
Examiner:	CC	Transaction #:	100522597 100522605

Document	Received	Completed	Notes
AB-17: Renewal Application	12/30	5/1/23	
App and License Fees	1/3/2023	5/1/23	

Supplemental Document	Received	Completed	Notes
AB-25: Supplier Certification			
AB-33: Restaurant Receipts Aff			
AB-36: Rec Site Statement			
AB-37: Tourism Statement			
AB-39: Change of Officers	12/30	n/a	
COI / COC / 5 Star / FAA Cert			
FP Cards & Fees / AB-08a			
Late Fee (after 12/31/2022)			
Additional Documents:	transfer of controlling interest in queue		
Names on FP Cards:			

	Yes	No	N/A
CBPL Entity Printout included?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business License Copy included?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Background(s) Completed & Date: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Special Consideration: _____	Board Meeting Date: 5/30-31/23		
LGB Sent Date: 5/1/23	LGB Deadline Date: 6/1/23		
LGB 1 Name: Homer	LGB 2 Name: KPB		
<input type="checkbox"/> Waive	<input type="checkbox"/> Protest	<input type="checkbox"/> Lapsed	<input type="checkbox"/> Waive
<input type="checkbox"/> Protest	<input type="checkbox"/> Lapsed	<input type="checkbox"/> Waive	<input type="checkbox"/> Protest
<input type="checkbox"/> Lapsed	<input type="checkbox"/> Waive	<input type="checkbox"/> Protest	<input type="checkbox"/> Lapsed



AB-17: 2023/2024 License Renewal Application

Alcohol and Marijuana Control Office
550 W 7th Avenue,
Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-17: 2023/2024 General Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than 12/31/2022 per AS 04.11.270, 3 AAC 304.160, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any application for renewal or any fees for renewal that have not been postmarked by 2/28/2023 will be expired per AS 04.11.540, 3 AAC 304.160(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the required fees and all documents required, or the application will be returned without being processed, per AS 04.11.270, 3 AAC 304.105
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

Section 1 - Establishment Contact Information

Licensee (Owner):	MSA Inc. <i>Uncle Thirsty's LLC</i>	License #:	3472
License Type:	Package Store-Seasonal		
Doing Business As:	Patel's #2		
Local Governing Body:	Homer, Kenai Peninsula Borough		
Community Council:			

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

Mailing Address:				
City:	State:	ZIP:		

Section 2 - Licensee Contact Information

Contact Licensee: The individual listed below must be part of the ownership structure of the licensee listed in Section 1. This person will be the designated point of contact regarding this license, unless the Optional contact is completed.

Contact Licensee:	<i>Tom Beck</i>	Contact Phone:	<i>907-235-5101</i>
Contact Email:	<i>dearunclethirsty@gmail.com</i>		

Optional: If you wish for AMCO staff to communicate with anyone other than the Contact Licensee (such as legal counsel) about your license, list their information below:

Name of Contact:	Contact Phone:
Contact Email:	

Section 3 - for Package Stores ONLY: Written Order Information

Do you intend to sell alcoholic beverages and ship them to another location in response to written solicitation in calendar years 2022 and/or 2023?

YES NO

AMCO
DEC 30 2022



Form AB-17: 2023/2024 License Renewal Application

Section 4 – Ownership Structure Certification

YES NO

Did the ownership structure of the licensed business change in 2021/2022?

If Yes, and you have **NOT** notified AMCO, list the updated information on form AB-39: Change of Officers and submit with your renewal application.

If No, certify the statement below by initialing the box to the right of the statement.

I certify that the ownership structure of the business who owns this alcohol license did not change in any way during the calendar years 2021 or 2022.

Section 5 – License Operation

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

	2021	2022
1. The license was operated for more than 240 hours throughout each year. (Year-round)	<input type="checkbox"/>	<input type="checkbox"/>
2. The license was only operated during a specified time each year. (Not to exceed 6 months per year) <i>If your operation dates have changed, list them below:</i> <u>July 1</u> to <u>Sept 15</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3. The license was only operated to meet the minimum requirement of 240 total hours each calendar year. <u>A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form.</u>	<input type="checkbox"/>	<input type="checkbox"/>
4. The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both calendar years. <u>A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated.</u> <u>If you have not met the minimum number of hours of operation in 2021, you are not required to pay the fees, however a complete AB-29 is required with Section 2 marked "Other" and COVID is listed as the reason.</u>	<input type="checkbox"/>	<input type="checkbox"/>

Section 6 - Violations and Convictions

Have **ANY** Notices of Violation been issued for this license? YES NO

Has **ANY** person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2021 or 2022? YES NO

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

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

Section 7 – Certifications

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

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and the license being potentially expired if I do not comply with statutory or regulatory requirements.
- I certify that in accordance with AS 04.11.450, no one other than the licensee(s), as defined in AS 04.11.260, has a direct or indirect financial interest in the licensed business.
- I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and I have provided AMCO with all required changes of the ownership structure of the business license, and have provided all required documents for any new or changes of officers.

AMCO
DEC 7 0 2022



Alaska Alcoholic Beverage Control Board

Form AB-17: 2023/2024 License Renewal Application

- I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 304.465.

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

T. Beck

Signature of licensee

Thomas Beck

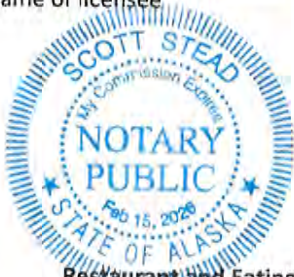
Printed name of licensee

SK Stead

Signature of Notary Public

Notary Public in and for the State of ALASKA

My commission expires: 15 FEB 2026



Subscribed and sworn to before me this 30 day of DECEMBER, 2022.

- Restaurant and Eating Place** applications must include a completed AB-33: Restaurant Receipts Affidavit
- Recreational Site** applications must include a completed AB-36: Recreational Site Statement
- Tourism** applications must include a completed AB-37: Tourism Statement
- Wholesale** applications must include a completed AB-25: Supplier Certification
- Common Carrier** applications must include a current safety inspection certificate

All renewal and supplemental forms are available online:
<https://www.commerce.alaska.gov/web/amco/AlcoholLicenseApplication.aspx>

#100522605

#100522597

FOR OFFICE USE ONLY

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

AMCO
DEC 30 2022

Details

ENTITY DETAILS

Name(s)

Type	Name
Legal Name	Uncle Thirsty's LLC

Entity Type: Limited Liability Company

Entity #: 10189583

Status: Good Standing

AK Formed Date: 3/10/2022

Duration/Expiration: Perpetual

Home State: ALASKA

Next Biennial Report Due: 1/2/2024

Entity Mailing Address: 369 E. PIONEER AVENUE, HOMER, AK 99603

Entity Physical Address: 369 E. PIONEER AVENUE, HOMER, AK 99603

Registered Agent

Agent Name: Patrick Driscoll

Registered Mailing Address: 369 E. PIONEER AVENUE, HOMER, AK 99603

Registered Physical Address: 369 E. PIONEER AVENUE, HOMER, AK 99603

Officials

Show Former

AK Entity #	Name	Titles	Owned
	Thomas Beck	Member	100.00

Filed Documents

Date Filed	Type	Filing	Certificate
3/10/2022	Creation Filing	Click to View	Click to View
5/20/2022	Initial Report	Click to View	
10/07/2022	Change of Officials	Click to View	

[Close Details](#)

[Print Friendly Version](#)

License Details

LICENSE DETAILS

License #: 2164228

[Print Business License](#)

Business Name: PATEL'S #2

Status: Active

Issue Date: 09/07/2022

Expiration Date: 12/31/2023

Mailing Address: 369 E Pioneer Ave
Homer, AK 99603

Physical Address: 4287 Homer Spit Rd. #1
Homer, AK 99603

Owners

Uncle Thirsty's LLC

Activities

Line of Business

NAICS

Professional License #

44-45 - Retail Trade

445320 - BEER, WINE, AND LIQUOR RETAILERS

Endorsements

No Endorsements Found

License Lapse(s)

If this business license lapsed within the last four years the lapsed periods will appear below. Lapsed periods are the unlicensed period between an expiration date and renewal date.

No Lapses on record for the last 4 years.

[Close License Detail](#)

[Print Friendly Version](#)



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

2023-2024 Master Checklist: Renewal License Application

Doing Business As:	Rum Locker	License Number:	4432
License Type:	Package Store		
Examiner:	CC	Transaction #:	100522597 100522612

Document	Received	Completed	Notes
AB-17: Renewal Application	12/30	5/1/23	
App and License Fees	1/3/2023	5/1/23	

Supplemental Document	Received	Completed	Notes
AB-25: Supplier Certification			
AB-33: Restaurant Receipts Aff			
AB-36: Rec Site Statement			
AB-37: Tourism Statement			
AB-39: Change of Officers	12/30	n/A	
COI / COC / 5 Star / FAA Cert			
FP Cards & Fees / AB-08a			
Late Fee (after 12/31/2022)			

Additional Documents: transfer of controlling interest in queue.
 Names on FP Cards:

	Yes	No	N/A
CBPL Entity Printout included?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business License Copy included?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Background(s) Completed & Date: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Special Consideration: _____ Board Meeting Date: 5/30-31/23

LGB Sent Date: 5/1/23 LGB Deadline Date: 6/1/23

LGB 1 Name: Homer LGB 2 Name: KPB

Waive Protest Lapsed Waive Protest Lapsed



AB-17: 2023/2024 License Renewal Application

Alcohol and Marijuana Control Office
550 W 7th Avenue,
Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-17: 2023/2024 General Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than 12/31/2022 per AS 04.11.270, 3 AAC 304.160, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any application for renewal or any fees for renewal that have not been postmarked by 2/28/2023 will be expired per AS 04.11.540, 3 AAC 304.160(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the required fees and all documents required, or the application will be returned without being processed, per AS 04.11.270, 3 AAC 304.105
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

Section 1 - Establishment Contact Information

Licensee (Owner):	MSA, Inc. <i>Uncle Thirsty's LLC</i>	License #:	4432
License Type:	Package Store		
Doing Business As:	Rum Locker		
Local Governing Body:	Homer, Kenai Peninsula Borough		
Community Council:			

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

Mailing Address:					
City:		State:		ZIP:	

Section 2 - Licensee Contact Information

Contact Licensee: The individual listed below must be part of the ownership structure of the licensee listed in Section 1. This person will be the designated point of contact regarding this license, unless the Optional contact is completed.

Contact Licensee:	<i>Tom Beck</i>	Contact Phone:	<i>907.299.8667</i>
Contact Email:			

Optional: If you wish for AMCO staff to communicate with anyone other than the Contact Licensee (such as legal counsel) about your license, list their information below:

Name of Contact:		Contact Phone:	
Contact Email:			

Section 3 - for Package Stores ONLY: Written Order Information

Do you intend to sell alcoholic beverages and ship them to another location in response to written solicitation in calendar years 2022 and/or 2023?

YES NO



Form AB-17: 2023/2024 License Renewal Application

Section 4 – Ownership Structure Certification

YES NO

Did the ownership structure of the licensed business change in 2021/2022?

If Yes, and you have **NOT** notified AMCO, list the updated information on form AB-39: Change of Officers and submit with your renewal application.

If No, certify the statement below by initialing the box to the right of the statement.

I certify that the ownership structure of the business who owns this alcohol license did not change in any way during the calendar years 2021 or 2022.

Section 5 – License Operation

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

- | | 2021 | 2022 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|
| 1. The license was operated for more than 240 hours throughout each year. (Year-round) | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. The license was only operated during a specified time each year. (Not to exceed 6 months per year)
<i>If your operation dates have changed, list them below:</i>
_____ to _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. The license was only operated to meet the minimum requirement of 240 total hours each calendar year.
<i>A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form.</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both calendar years. <i>A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated.</i>
<u>If you have not met the minimum number of hours of operation in 2021, you are not required to pay the fees, however a complete AB-29 is required with Section 2 marked "Other" and COVID is listed as the reason.</u> | <input type="checkbox"/> | <input type="checkbox"/> |

Section 6 - Violations and Convictions

Have **ANY** Notices of Violation been issued for this license? YES NO

Has **ANY** person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2021 or 2022? YES NO

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

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

Section 7 – Certifications

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

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and the license being potentially expired if I do not comply with statutory or regulatory requirements.
- I certify that in accordance with AS 04.11.450, no one other than the licensee(s), as defined in AS 04.11.260, has a direct or indirect financial interest in the licensed business.
- I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and I have provided AMCO with all required changes of the ownership structure of the business license, and have provided all required documents for any new or changes of officers.



Alaska Alcoholic Beverage Control Board

Form AB-17: 2023/2024 License Renewal Application

- I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 304.465.

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

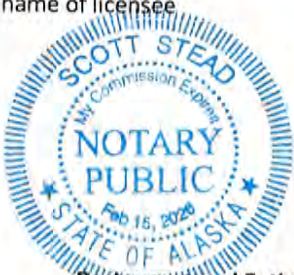
T. Beck
Signature of licensee

[Signature]
Signature of Notary Public

Thomas Beck
Printed name of licensee

Notary Public in and for the State of ALASKA

My commission expires: 15 FEB 2026



Subscribed and sworn to before me this 30 day of DECEMBER, 2022.

- Restaurant and Eating Place** applications must include a completed AB-33: Restaurant Receipts Affidavit
- Recreational Site** applications must include a completed AB-36: Recreational Site Statement
- Tourism** applications must include a completed AB-37: Tourism Statement
- Wholesale** applications must include a completed AB-25: Supplier Certification
- Common Carrier** applications must include a current safety inspection certificate

All renewal and supplemental forms are available online:
<https://www.commerce.alaska.gov/web/amco/AlcoholLicenseApplication.aspx>

FOR OFFICE USE ONLY # 100522612

100522597

License Fee:	\$ 1500	Application Fee:	\$ 300.00	Misc. Fee:	\$
Total Fees Due:					\$

AMCO
DEC 30

Details

ENTITY DETAILS

Name(s)

Type	Name
Legal Name	Uncle Thirsty's LLC

Entity Type: Limited Liability Company

Entity #: 10189583

Status: Good Standing

AK Formed Date: 3/10/2022

Duration/Expiration: Perpetual

Home State: ALASKA

Next Biennial Report Due: 1/2/2024

Entity Mailing Address: 369 E. PIONEER AVENUE, HOMER, AK 99603

Entity Physical Address: 369 E. PIONEER AVENUE, HOMER, AK 99603

Registered Agent

Agent Name: Patrick Driscoll

Registered Mailing Address: 369 E. PIONEER AVENUE, HOMER, AK 99603

Registered Physical Address: 369 E. PIONEER AVENUE, HOMER, AK 99603

Officials

Show Former

AK Entity #	Name	Titles	Owned
	Thomas Beck	Member	100.00

Filed Documents

Date Filed	Type	Filing	Certificate
3/10/2022	Creation Filing	Click to View	Click to View
5/20/2022	Initial Report	Click to View	
10/07/2022	Change of Officials	Click to View	

[Close Details](#)

[Print Friendly Version](#)

License Details

LICENSE DETAILS

License #: 2160227

[Print Business License](#)

Business Name: The Rum Locker

Status: Active

Issue Date: 07/05/2022

Expiration Date: 12/31/2023

Mailing Address: 369 E Pioneer Ave
Homer, AK 99603

Physical Address: 276 Olsen Lane #3
Homer, AK 99603

Owners

Uncle Thirsty's LLC

Activities

Line of Business
44-45 - Retail Trade

NAICS
445320 - BEER, WINE, AND LIQUOR RETAILERS

Professional License #

Endorsements

End #	Issue	Renew	Expiration	Action End	Action Note	Address
1	7/5/2022		12/31/2023			276 Olsen Lane #3, Homer, AK 99603

License Lapse(s)

If this business license lapsed within the last four years the lapsed periods will appear below. Lapsed periods are the unlicensed period between an expiration date and renewal date.

No Lapses on record for the last 4 years.

[Close License Detail](#)

[Print Friendly Version](#)



City of Homer

www.cityofhomer-ak.gov

Police Department

625 Grubstake Avenue
Homer, Alaska 99603

police@cityofhomer-ak.gov

(p) 907-235-3150

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

Memorandum

TO: MELISSA JACOBSEN, MMC, CITY CLERK

CC: LISA LINEGAR, COMMUNICATIONS SUPERVISOR

FROM: MARK ROBL, POLICE CHIEF

DATE: MAY 17, 2023

SUBJECT: LIQUOR LICENSE RENEWAL FOR FRESH CATCH CAFÉ, THE GROG SHOP, HOMER LIQUOR & WINE, PATEL'S, PATEL'S 2 AND RUM LOCKER – No Objection

Homer Police Department has no objection for the Alcohol and Marijuana Control Office of Liquor License Renewal Applications within the City of Homer for the following businesses:

License Type: Restaurant/Eating Place
License #: 4894
DBA Name: Fresh Catch Café
Service Location: 4025 Homer Spit Road #5, Homer, AK 99603
Licensee: Sake 59, LLC
Contact Person: Jackie Kondak

License Type: Package Store
License #: 479
DBA Name: The Grog Shop
Service Location: 369 East Pioneer Avenue, Homer, AK 99603
Licensee: Uncle Thirsty's, LLC
Contact Person: Tom Beck

License Type: Package Store
License #: 2301
DBA Name: Grog Shop East End
Service Location: 3125 East End Road, Homer, AK 99603
Licensee: Uncle Thirsty's, LLC
Contact Person: Tom Beck

License Type: Package Store
License #: 3176
DBA Name: Patel's
Service Location: 4470 Homer Spit Road, Homer, AK 99603

Licensee: Uncle Thirsty's, LLC
Contact Person: Tom Beck

License Type: Package Store
License #: 3472
DBA Name: Patel's #2
Service Location: 4287 Homer Spit Road, Homer, AK 99603
Licensee: Uncle Thirsty's, LLC
Contact Person: Tom Beck

License Type: Package Store
License #: 2531
DBA Name: Homer Liquor & Wine Company
Service Location: 4474 Homer Spit Road, Homer, AK 99603
Licensee: Uncle Thirsty's, LLC
Contact Person: Tom Beck

License Type: Package Store
License #: 4432
DBA Name: Rum Locker
Service Location: 276 Olsen Lane, Suite 3, Homer, AK 99603
Licensee: Uncle Thirsty's, LLC
Contact Person: Tom Beck



MEMORANDUM

New Retail Marijuana License for Kachemak Cannabis.

Item Type: Action Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: 18 May 2023
From: Melissa Jacobsen, MMC, City Clerk

The City Clerk's Office has been notified by the Alcohol and Marijuana Control Office of a standard marijuana cultivation facility renewal application within the City of Homer for the following business:

License Type: Retail Marijuana Store
Lic #: 33236
DBA Name: Kachemak Cannabis
Service Location: 3585 East End Road, Suite 3, Homer, AK 99603
Licensee: Kachemak Cannabis, LLC
Designated Licensee: Jesse Sherwood
Mailing Address: PO Box 3226, Homer, AK 99603

Recommendation:

Voice non-objection and approval for the new retail marijuana license application.

Attachments:

AMCO Application
City of Homer Police Non-Objection
City of Homer Planning Non-Objection



April 27, 2023

City of Homer/ Kenai Peninsula Borough
Attn: Melissa Jacobsen; Michele Turner; Jenny Ratky; Tamera Ward
VIA Email: mjacobsen@ci.homer.ak.us; clerk@cityofhomer-ak.gov
CC: micheleturner@kpb.us ; jratky@kpb.us; tward@kpb.us

License Number:	33236
License Type:	Retail Marijuana Store
Licensee:	Kachemak Cannabis, LLC
Doing Business As:	Kachemak Cannabis
Physical Address:	3585 East End Road Suite 3 Homer, AK 99603
Designated Licensee:	Jesse Sherwood
Phone Number:	907-299-2986
Email Address:	ceo@smfak.com

New Application **New Onsite Consumption Endorsement Application (Retail Only)**

AMCO has received a complete application for a marijuana establishment within your jurisdiction. This notice is required under 3 AAC 306.025(d)(2). Application documents will be sent to you separately via ZendTo.

To protest the approval of this application pursuant to 3 AAC 306.060, you must furnish the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of the date of this notice, and provide AMCO proof of service of the protest upon the applicant. If the protest is a “conditional protest” as defined in 3 AAC 306.060(d)(2) and the application otherwise meets all the criteria set forth by the regulations, the Marijuana Control Board may approve the license, but require the applicant to show to the board’s satisfaction that the requirements of the local government have been met before the director issues the license.

3 AAC 306.010, 3 AAC 306.080, and 3 AAC 306.250 provide that the board will deny an application for a new license if the board finds that the license is prohibited under AS 17.38 as a result of an ordinance or election conducted under AS 17.38 and 3 AAC 306.200, or when a local government protests an application on the grounds that the proposed licensed premises are located in a place within the local government where a local zoning ordinance prohibits the marijuana establishment, unless the local government has approved a variance from the local ordinance.

This application will be in front of the Marijuana Control Board at our June 1-2, 2023 meeting.

Sincerely,

A handwritten signature in cursive script that reads "Joan M. Wilson". The signature is contained within a thin black rectangular border.

Joan M. Wilson, Director

amco.localgovernmentonly@alaska.gov



Alaska Marijuana Control Board

Form MJ-00: Application Certifications

What is this form?

This application certifications form is required for all marijuana establishment license applications. Each person signing an application for a marijuana establishment license must declare that he/she has read and is familiar with AS 17.38 and 3 AAC 306.

This form must be completed and submitted to AMCO's main office by each proposed licensee (as defined in 3 AAC 306.020(b)(2)) before any license application will be considered complete.

Section 1 - Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	Kachemak Cannabis, LLC	License Number:	33236
License Type:	Retail Marijuana Store		
Doing Business As:	Kachemak Cannabis		
Premises Address:	3585 East End Road, Suite #3		
City:	Homer	State:	AK
		ZIP:	99603

Section 2 - Individual Information

Enter information for the individual licensee.

Name:	Jesse Sherwood
Title:	Manager/Member

Section 3 - Other Licenses

Ownership and financial interest in other licenses:

Yes No

Do you currently have or plan to have an ownership interest in, or a direct or indirect financial interest in another marijuana establishment license?

If "Yes", which license numbers (for existing licenses) and license types do you own or plan to own?

31565 - Cultivation License
31566 - Manufacturing License
14302 - Cultivation License



Alaska Marijuana Control Board Form MJ-00: Application Certifications

Section 4 - Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that I have not been convicted of a felony in any state or the United States, including a suspended imposition of sentence, for which less than five years have elapsed from the time of the conviction to the date of this application.

I certify that I am not currently on felony probation or felony parole.

I certify that I have not been found guilty of selling alcohol without a license in violation of AS 04.11.010.

I certify that I have not been found guilty of selling alcohol to an individual under 21 years of age in violation of 04.16.051 or AS 04.16.052.

I certify that I have not been convicted of a misdemeanor crime involving a controlled substance, violence against a person, use of a weapon, or dishonesty within the five years preceding this application.

I certify that I have not been convicted of a class A misdemeanor relating to selling, furnishing, or distributing marijuana or operating an establishment where marijuana is consumed within the two years preceding this application.

I certify that my proposed premises is not within 500 feet of a school ground, recreation or youth center, a building in which religious services are regularly conducted, or a correctional facility, as set forth in 3 AAC 306.010(a).

I certify that my proposed premises is not located in a liquor licensed premises.

I certify that I meet the residency requirement under AS 43.23 for a permanent fund dividend in the calendar year in which I am initiating this application.

I certify that all proposed licensees (as defined in 3 AAC 306.020(b)(2)) have been listed on my online marijuana establishment license application. Additionally, if applicable, all proposed licensees have been listed on my application with the Division of Corporations.

I certify that I understand that providing a false statement on this form, the online application, or any other form provided by AMCO is grounds for denial of my application.



Alaska Marijuana Control Board Form MJ-00: Application Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify and understand that I must operate in compliance with the Alaska Department of Labor and Workforce Development's laws and requirements pertaining to employees.

I certify and understand that I must operate in compliance with each applicable public health, fire, safety, and tax code and ordinance of this state and the local government in which my premises is located.

Read each line below, and then sign your initials in the box to the right of only the applicable statement:

Initials

Only initial next to the following statement if this form is accompanying an application for a marijuana testing facility license:

I certify that I do not have an ownership in, or a direct or indirect financial interest in a retail marijuana store, a marijuana cultivation facility, or a marijuana products manufacturing facility.

Only initial next to the following statement if this form is accompanying an application for a retail marijuana store, a marijuana cultivation facility, or a marijuana products manufacturing facility license:

I certify that I do not have an ownership in, or a direct or indirect financial interest in a marijuana testing facility license.

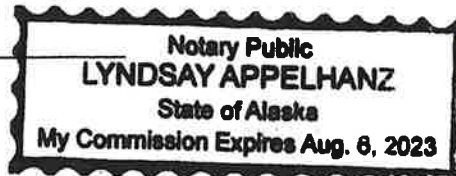
All marijuana establishment license applicants:

As an applicant for a marijuana establishment license, I declare under penalty of unsworn falsification that I have read and am familiar with AS 17.38 and 3 AAC 306, and that the online application and this form, including all accompanying schedules and statements, is true, correct, and complete.

Signature of licensee

Jesse Sherwood

Printed name of licensee



Notary Public in and for the State of Alaska

My commission expires: 08/06/2023

Subscribed and sworn to before me this 8th day of July, 2022.



Alaska Marijuana Control Board
Form MJ-00: Application Certifications

What is this form?

This application certifications form is required for all marijuana establishment license applications. Each person signing an application for a marijuana establishment license must declare that he/she has read and is familiar with AS 17.38 and 3 AAC 306.

This form must be completed and submitted to AMCO's main office by each proposed licensee (as defined in 3 AAC 306.020(b)(2)) before any license application will be considered complete.

Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	Kachemak Cannabis, LLC	License Number:	33236
License Type:	Retail Marijuana Store		
Doing Business As:	Kachemak Cannabis		
Premises Address:	3585 East End Road, Suite #3		
City:	Homer	State:	AK
		ZIP:	99603

Section 2 – Individual Information

Enter information for the individual licensee.

Name:	Amanda Piaskowski
Title:	Manager/Member

Section 3 – Other Licenses

Ownership and financial interest in other licenses: Yes No

Do you currently have or plan to have an ownership interest in, or a direct or indirect financial interest in another marijuana establishment license?

If "Yes", which license numbers (for existing licenses) and license types do you own or plan to own?



Alaska Marijuana Control Board

Form MJ-00: Application Certifications

Section 4 – Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that I have not been convicted of a felony in any state or the United States, including a suspended imposition of sentence, for which less than five years have elapsed from the time of the conviction to the date of this application.

AP

I certify that I am not currently on felony probation or felony parole.

AP

I certify that I have not been found guilty of selling alcohol without a license in violation of AS 04.11.010.

AP

I certify that I have not been found guilty of selling alcohol to an individual under 21 years of age in violation of 04.16.051 or AS 04.16.052.

AP

I certify that I have not been convicted of a misdemeanor crime involving a controlled substance, violence against a person, use of a weapon, or dishonesty within the five years preceding this application.

AP

I certify that I have not been convicted of a class A misdemeanor relating to selling, furnishing, or distributing marijuana or operating an establishment where marijuana is consumed within the two years preceding this application.

AP

I certify that my proposed premises is not within 500 feet of a school ground, recreation or youth center, a building in which religious services are regularly conducted, or a correctional facility, as set forth in 3 AAC 306.010(a).

AP

I certify that my proposed premises is not located in a liquor licensed premises.

AP

I certify that I meet the residency requirement under AS 43.23 for a permanent fund dividend in the calendar year in which I am initiating this application.

AP

I certify that all proposed licensees (as defined in 3 AAC 306.020(b)(2)) have been listed on my online marijuana establishment license application. Additionally, if applicable, all proposed licensees have been listed on my application with the Division of Corporations.

AP

I certify that I understand that providing a false statement on this form, the online application, or any other form provided by AMCO is grounds for denial of my application.

AP



Alaska Marijuana Control Board

Form MJ-00: Application Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify and understand that I must operate in compliance with the Alaska Department of Labor and Workforce Development's laws and requirements pertaining to employees.

AP

I certify and understand that I must operate in compliance with each applicable public health, fire, safety, and tax code and ordinance of this state and the local government in which my premises is located.

AP

Read each line below, and then sign your initials in the box to the right of only the applicable statement:

Initials

Only initial next to the following statement if this form is accompanying an application for a marijuana testing facility license:

I certify that I do not have an ownership in, or a direct or indirect financial interest in a retail marijuana store, a marijuana cultivation facility, or a marijuana products manufacturing facility.

AP

Only initial next to the following statement if this form is accompanying an application for a retail marijuana store, a marijuana cultivation facility, or a marijuana products manufacturing facility license:

I certify that I do not have an ownership in, or a direct or indirect financial interest in a marijuana testing facility license.

AP

All marijuana establishment license applicants:

As an applicant for a marijuana establishment license, I declare under penalty of unsworn falsification that I have read and am familiar with AS 17.38 and 3 AAC 306, and that the online application and this form, including all accompanying schedules and statements, is true, correct, and complete.

Amanda Piaskowski
Signature of licensee

EDNA MARIE PATAWARAN
Notary Public
State of Alaska
My Commission Expires Dec 21, 2025

[Signature]
Notary Public in and for the State of Alaska

Amanda Piaskowski

Printed name of licensee

My commission expires: 12/21/2025

Subscribed and sworn to before me this 10TH day of JULY, 2022.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

What is this form?

An operating plan is required for all marijuana establishment license applications. Applicants should review **Title 17.38 of Alaska Statutes** and **Chapter 306 of the Alaska Administrative Code**. This form will be used to document how an applicant intends to meet the requirements of those statutes and regulations. If your business has a formal operating plan, you may include a copy of that operating plan with your application, but all fields of this form must still be completed per 3 AAC 306.020(c).

What must be covered in an operating plan?

Applicants must identify how the proposed premises will comply with applicable statutes and regulations regarding the following:

- Control plan for persons under the age of 21
- Security
- Business records
- Inventory tracking of all marijuana and marijuana product on the premises
- Employee qualification and training
- Health and safety standards
- Transportation and delivery of marijuana and marijuana products
- Signage and advertising

Applicants must also complete the corresponding operating plan supplemental forms (**Form MJ-03, Form MJ-04, Form MJ-05, or Form MJ-06**) to meet the additional operating plan requirements for each license type.

Section 1 – Establishment & Contact Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	Kachemak Cannabis, LLC	MJ License #:	33236	
License Type:	Retail Marijuana Store			
Doing Business As:	Kachemak Cannabis			
Premises Address:	3585 East End Road, Suite #3			
City:	Homer	State:	Alaska	ZIP: 99603
Mailing Address:	PO BOX 3226			
City:	Homer	State:	Alaska	ZIP: 99603
Designated Licensee:	Jesse Sherwood			
Main Phone:	907-299-2986	Cell Phone:		
Email:	ceo@smfak.com			



Form MJ-01: Marijuana Establishment Operating Plan

Section 2 – Control Plan for Persons Under the Age of 21

2.1. Describe how the marijuana establishment will prevent persons under the age of 21 from gaining access to any portion of the licensed premises and marijuana items:

Each and every individual wishing to enter Kachemak Cannabis will be required to present an unaltered, valid, government issued, photo identification proving they are at least 21 years of age before being allowed to enter the retail store. Kachemak Cannabis will have internal policies in which all customers will be asked for ID upon entering the retail store, prior to viewing or ordering products. Employees will be trained to spot the inconsistencies of forged identifications and will be given an ID guide to help them recognize ID's from other states, countries, and federally recognized tribes. Signs will be posted at the main entry door stating, "No one under 21 years of age allowed". The sign will be twelve (12) inches long and twelve (12) inches wide, and the letters will be one half (1/2) inch in height in high contrast to the background of the sign.

Section 3 – Security

Restricted Access Areas (3 AAC 306.710):

3.1. Describe how you will prevent unescorted members of the public from entering restricted access areas:

Kachemak Cannabis' retail store will be equipped with a 24 hour monitoring alarm system, exterior lighting, and video surveillance. There will be one customer entrance/exit to better manage ingress and egress. The restricted access area will be located behind the retail sales counter that will allow for employees to access the rest of the facility. At least one employee will be present behind the point of sale/display counter at all times, ensuring customers do not enter the restricted access area behind the counter. The entrance to the restricted access area behind the counter will have prominent signage stating that the area is restricted and that the public must be escorted. The door to the office will remain closed and locked at all times. Security cameras will be installed throughout the retail store that allow for monitoring of all areas 24 hours each day including, at a minimum, all entrances and exits, restricted access areas, all windows, every portion of the office, the point of sale area and the exterior of the building to monitor and identify all activities outside the facility.

3.2. Describe your recordkeeping and processes for admitting visitors into and escorting them through restricted access areas:

Kachemak Cannabis will ensure that each visitor is scheduled by a licensee or an employee/manager to access any restricted access area, with the exception of AMCO and duly authorized law enforcement agents. Each visitor will sign into the visitor's log indicating their name, the date, time in and time out of the restricted access area, and purpose of the visit (if deemed necessary). All visitors will be required to sign in, and to provide valid, government issued, photo identification. Each visitor will be issued a visitor badge and will be instructed to clearly display it on their person at all times while in the restricted access area and return the badge upon exit. At this time, the employee/manager or licensee will brief the visitor on the company's policies regarding safety, regulatory compliance and any other pertinent information the visitor should be aware of while inside the restricted access areas of the retail store. A designated employee/manager or licensee will escort and actively supervise the visitor(s) during the entire visit. At no time will there be more than five (5) visitors per supervising employee/manager or licensee. Once the visit has concluded, all visitors will be required to exit the premises and return their visitor badges. The visitors log will be kept and stored on-site as an official business record. The escorting employee/manager or licensee will record all information related to the visitor's presence if there is any reportable activity or behavior during the visit. The visitor log will be made available to AMCO upon request.



Form MJ-01: Marijuana Establishment Operating Plan

3.3. Provide samples of licensee-produced identification badges that will be displayed by each licensee, employee, or agent while on the premises, and of visitor identification badges that will be worn by all visitors while in restricted access areas:



Security Alarm Systems and Lock Standards (3 AAC 306.715):

3.4. Exterior lighting is required to facilitate surveillance. Describe how the exterior lighting will meet this requirement:

Kachemak Cannabis will ensure that adequate exterior lighting is installed throughout the property and will be sufficient to facilitate video surveillance. Commercial, LED lights with extremely bright bulbs will be used in all exterior light fixtures as well as motion detection sensors. The licensee or manager will ensure light fixtures are installed in such a way to keep the exterior of the premises, signs and doors well lit and to allow surveillance cameras to clearly record individuals that are within twenty (20) feet from the entrance. Exterior lighting, as well as video surveillance recordings and cameras will be inspected frequently by a licensee or manager to ensure that each light is functioning and there is sufficient lighting for surveillance. Additional lighting will be installed as/if needed.



Form MJ-01: Marijuana Establishment Operating Plan

3.5. An alarm system is required for all license types that must be activated on all exterior doors and windows when the licensed premises is closed for business. Describe the security alarm system for the proposed premises, explain how it will meet all regulatory requirements, and outline your policies and procedures regarding the actions to be taken by a licensee, employee, or agent when the alarm system alerts of an unauthorized breach:

Kachemak Cannabis will contract with a third party security company who will install the alarm system and panic buttons, maintain its equipment, test the devices and continuously monitor the facility to ensure the safety of the property and to detect unauthorized activity. The alarm system will be set up to monitor for intrusions with motion detectors in all areas of the building during closed hours. The licensees or manager will be educated on the alarm system and panic buttons by the third party company. Kachemak Cannabis will train all employees on the alarm system's functions such as arming and disarming the alarm, panic buttons, police response and proper use of the system. Troubleshooting any issues will remain the responsibility of the licensees or manager. Each morning, the first employee/licensee or manager to arrive at the store will disable the overnight alarm system and check the surveillance cameras and recordings to ensure the system is functioning as expected. The last employee/licensee/manager to leave the store in the evening will activate the overnight devices and sensors, and lock all doors that are not self-locking. Sensors will be installed and maintained on all potential entry points, including all doors, to monitor for motion, intrusion, or activity when the alarm system is activated. The alarm system will be active at all times the store is closed, and any attempted intrusion will initiate an immediate and electronic notification to the off-site security center and to the licensees and/or manager's cell phones. In the event of an unauthorized breach, the licensees or manager will direct all persons in the retail store to vacate immediately and await law enforcement. Kachemak Cannabis will comply with all law enforcement directives. When deemed safe to do so, the licensees and manager will enter the retail store and inspect for damages and/or missing property. Additionally, any event that occurs on the licensed premises that involves local law enforcement will be promptly reported to AMCO Enforcement via email. In the case of Kachemak Cannabis' knowledge of evidence or circumstances that reasonably indicate theft, diversion, or unexplained disappearance of marijuana, marijuana products, or money from the licensed premises; or any unauthorized access to the licensed premises, the licensees will notify AMCO and AMCO Enforcement, electronically, within 24 hours.

3.6. Describe your policies and procedures for preventing diversion of marijuana or marijuana product, including by employees:

All areas of the licensed premises where marijuana or marijuana products are stocked for sale or dispensed for sale and storage/inventory areas will be designated as restricted access areas and will be under 24/7 video surveillance. Access to restricted access areas will be granted only to specific personnel. These secured, surveilled areas will have video back up for all video footage and will be stored for a minimum of forty (40) days. When the business is open, all products will be on display in specific areas, unreachable to customers. Cameras will be visible and provide a full view of the room, including the entryway, point of sale counter and marijuana storage areas. Security monitors and video recording equipment will be located in the facility office. Mandatory inventory counts will be taken weekly and stored as official business records. Additionally, a licensee or manager will perform internal audits by reconciling the inventory on hand with the recorded data in Metrc to ensure they match. Continued on Page 11 ...

3.7. Describe your policies and procedures for preventing loitering:

Kachemak Cannabis will have signs on the exterior of the store and around the property that states "No Loitering". Employees will do frequent, but not scheduled, checks around the retail store and the property. If anyone is found loitering, they will be asked to leave. If said person does not comply, local law enforcement will be contacted.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right:

Initials

3.8. I certify that if any additional security devices are used, such as a motion detector, pressure switch, and duress, panic, or hold-up alarm, to enhance security of the licensed premises, I will have written policies and procedures describing their use.



Form MJ-01: Marijuana Establishment Operating Plan

Video Surveillance (3 AAC 306.720):

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box:

Initials

3.9. The video surveillance and camera recording system for the licensed premises covers each restricted access area, and both the interior and exterior of each entrance to the facility.



3.10. Each video surveillance recording: is preserved for a minimum of 40 days, in a format that can be easily accessed for viewing (consistent with the Alcohol & Marijuana Control Office's approved format list); clearly and accurately displays the time and date; and is archived in a format that does not permit alteration of the recorded image.



3.11. The surveillance room or area is clearly defined on the Form MJ-02: Premises Diagram that is submitted with this application.



3.12. Surveillance recording equipment and video surveillance records are housed in a designated, locked, and secure area or in a lock box, cabinet, closet or other secure area where access is limited to the licensee(s), an authorized employee, and law enforcement personnel (including an agent of the Marijuana Control Board).



3.13. Describe how the video cameras will be placed to produce a clear view adequate to identify any individual inside the licensed premises, or within 20 feet of each entrance to the licensed premises:

Kachemak Cannabis will have multiple cameras in use in order to record all areas of the retail facility, inside and outside at multiple angles and at a height that will provide a clear, unobstructed view. Cameras will be carefully placed to prevent any blockage from fixtures, posts, display cases, or other equipment. All security cameras will be positioned in such a manner as to get the best facial image of anyone present within the building and within twenty (20) feet of any facility entrance. Any entrance door will have cameras that will clearly identify the face of anyone present. All exterior entrances and restricted access areas will have video coverage documenting the face of anyone going in or out of the building. All restricted access doors will have coverage to clearly identify the face of anyone present. All exterior corners of the space will have cameras installed to facilitate monitoring of all activity on each side of the building. The parking lot and entrance will also have video coverage. Footage from security cameras will be accessible remotely, allowing a licensee or manager to view operations from anywhere. A failure notification system will be installed to provide audible and visual notification of any failure in the electronic monitoring system. During a power outage, all video cameras and recording equipment will be run on emergency power with a battery backup system to ensure continued operation for at least one (1) hour.

3.14. Describe the locked and secure area where video surveillance recording equipment and original copies of surveillance records will be housed and stored, and how you will ensure the area is accessible only to authorized personnel, law enforcement, or an agent of the Marijuana Control Board. If you will be using an offsite monitoring service and offsite storage of video surveillance records, your response must include how the offsite facility will meet these security requirements:

All surveillance recording equipment and footage will be stored in the surveillance room with backups on site. The surveillance storage room will be accessible only by the licensees and the manager, and any authorized AMCO agents or law enforcement. The surveillance storage room will have a security door, locked at all times. The door will be equipped with a commercial grade lock with keys that are marked "do not duplicate" and a spring loaded hinge. The licensees and manager will have remote access to surveillance recordings to monitor the operations virtually. The security system will be password protected to prevent any data tampering, and recorded data will be stored for a minimum of forty (40) days as an official business record. All surveillance footage will be accessible for upload to a separate hard drive in the event that it must be stored longer for criminal, civil, or administrative investigations. All recordings will be time and date stamped, and archived in a format that prevents alteration of the recorded image. Recordings and surveillance data will be available to AMCO, AMCO Enforcement and local law enforcement upon request.



Section 4 – Business Records

Review the requirements under 3 AAC 306.755. All licensed marijuana establishments must maintain, in a format that is readily understood by a reasonably prudent business person, certain business records.

4.1. I certify that the following business records will be maintained and kept on the licensed premises:

Initials

- a. all books and records necessary to fully account for each business transaction conducted under my license for the current year and three preceding calendar years (records for the last six months must be maintained on the licensed premises; older records may be archived on or off-premises);
- b. a current employee list setting out the full name and marijuana handler permit number of each licensee, employee, and agent who works at the marijuana establishment;
- c. the business contact information for vendors that maintain video surveillance systems and security alarm systems for the licensed premises;
- d. records related to advertising and marketing;
- e. a current diagram of the licensed premises, including each restricted access area;
- f. a log recording the name, and date and time of entry of each visitor permitted into a restricted access area;
- g. all records normally retained for tax purposes;
- h. accurate and comprehensive inventory tracking records that account for all marijuana inventory activity from seed or immature plant stage until the retail marijuana or retail marijuana product is sold to a consumer, to another marijuana establishment, or destroyed;
- i. transportation records for marijuana and marijuana product, as required by 3 AAC 306.750(f); and
- j. registration and inspection reports of scales registered under the Weights and Measures Act, as required by 3 AAC 306.745.

[Handwritten initials in blue ink next to each item]

4.2. A marijuana establishment is required to exercise due diligence in preserving and maintaining all required records. Describe how you will prevent records and data, including electronically maintained records, from being lost or destroyed:

All business records, including operational and regulatory documents, recordings, surveillance, financial books, inventory and employment records, logs, manifests, and communications and marketing documents, will be stored on-site in the restricted access area and surveillance storage room, and backed up every six to twelve (6-12) months on an off-site external hard drive to protect from loss and destruction and to allow ownership and designated authorities access at any time. Paper business records will be kept in the surveillance storage room in a locked cabinet that is accessible only to the licensees and manager. Facility records will be managed by authorized agents in accordance with standard retention policies to ensure that business records are stored in a consistent and searchable manner. Every six (6) months the company will do a manual back up to an external hard drive. Kachemak Cannabis does not intend to destroy electronic records. Hard copies of documents will be kept for a minimum of five (5) years, after which documents may be destroyed.



Section 5 – Inventory Tracking of All Marijuana and Marijuana Product

Review the requirements under 3 AAC 306.730. All licensed marijuana establishments must use a marijuana inventory tracking system capable of sharing information with Metrc to ensure all marijuana cultivated and sold in the state, and each marijuana product processed and sold in the state, is identified and tracked from the time the marijuana is propagated from seed or cutting, through transfer to another licensed marijuana establishment, or use in manufacturing a marijuana product, to a completed sale of marijuana or marijuana product, or disposal of the harvest batch of marijuana or production lot of marijuana product.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

5.1. My marijuana establishment will be using Metrc, and if any other tracking software is used, it will be capable of sharing information with Metrc.

5.2. All marijuana delivered to a marijuana establishment will be weighed on a scale registered in compliance with 3 AAC 306.745.

5.3. My marijuana establishment will use registered scales in compliance with AS 45.75.080 (Weights and Measures Act), as required by 3 AAC 306.745.

Section 6 – Employee Qualification and Training

Review the requirements under 3 AAC 306.700. All licensees, and every employee or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or a marijuana product, or who checks the identification of a consumer or visitor, must obtain a marijuana handler permit from the board before being licensed or beginning employment at a marijuana establishment.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

6.1. All licensees, and each employee or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or marijuana product, or who checks the identification of a consumer or visitor, shall obtain a marijuana handler permit from the board before being licensed or beginning employment at the marijuana establishment.

6.2. Each licensee, employee, or agent who is required to have a marijuana handler permit shall keep that person's marijuana handler permit card in that person's immediate possession (or a valid copy on file on the licensed premises) when on the licensed premises.

6.3. Each licensee, employee, or agent who is required to have a marijuana handler permit shall ensure that that person's marijuana handler permit card is valid and has not expired.

6.4. Describe any in-house training that will be provided to employees and agents (apart from a marijuana handler course):

Kachemak Cannabis will hire candidates on a probationary period during which they will receive training and evaluation specific to their position. Training will include marijuana industry topics; customer care, food handling, safety precautions and procedures; legal issues; and state, local and federal regulations. Training will take place throughout the year, as well as when topics arise that need further explanation. The licensees or manager will personally present or arrange training and education to employees. Within the probationary period, all new employees will be required to meet with the manager to learn the company's business approach and to adopt the standard of service. Educational packets may be provided to each retail employee to be read and reviewed. The educational packets will also include safety procedures that specifically address the facility's security measures and controls for the prevention of diversion, theft, and loss of marijuana such as emergency response procedures and state and federal statutes regarding confidentiality. Continued on Page 11 ...



Section 7 – Health and Safety Standards

Review the requirements under 3 AAC 306.735.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

- 7.1. I understand that a marijuana establishment is subject to inspection by the local fire department, building inspector, or code enforcement officer to confirm that health or safety concerns are not present.
- 7.2. I have policies regarding health and safety standards (including: ensuring a person with an illness or infection does not come into contact with marijuana or marijuana product; good hygienic practices; cleaning and maintenance of equipment and the premises; pest deterrence; chemical storage; sanitation principles; and proper handling of marijuana and marijuana product) and will take all reasonable measures and precautions to ensure that they are met or exceeded.
- 7.3. I have policies to ensure that any marijuana or marijuana product that has been stored beyond its usable life, or was stored improperly, is not salvaged and returned to the marketplace.
- 7.4. I have policies to ensure that in the event information about the age or storage conditions of marijuana or marijuana product is unreliable, the marijuana or marijuana product will be handled in accordance with 3 AAC 306.735(d).

Answer "Yes" or "No" to each of the following questions: Yes No

- 7.5. Adequate and readily accessible toilet facilities that are maintained and in good repair and sanitary condition are clearly indicated on my Form MJ-02: Premises Diagram.
- 7.6. Convenient handwashing facilities with running water at a suitable temperature are clearly indicated on my Form MJ-02: Premises Diagram.

7.7. If you answered "No" to either 7.5 or 7.6 above, describe how toilet and/or handwashing facilities are made accessible, as required by 3 AAC 306.735(b)(2):

Section 8 – Transportation and Delivery of Marijuana and Marijuana Products

Review the requirements under 3 AAC 306.750.

8.1. Describe how marijuana or marijuana product will be prepared, packaged, and secured for shipment. Include a description of the type of locked, safe, and secure storage compartments to be used in vehicles transporting marijuana or marijuana product:

In the event that Kachemak Cannabis transports any marijuana or marijuana product from the retail store, a trip manifest will be printed from Metrc to accompany the shipment. A copy of the trip manifest will also be maintained on the licensed premises as a business record. Any marijuana or marijuana products to be transported will be placed within a sealed package or container up to ten (10) pounds and then into a secured storage compartment within the transport vehicle or in the bed of a truck. Any individuals involved in the transport will have a valid, marijuana handler permit and be trained to travel directly to the destination without any unnecessary stops and without opening packages of marijuana or marijuana product. Continued on Page 11 ...



Form MJ-01: Marijuana Establishment Operating Plan

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box:

Initials

8.2. The marijuana establishment from which a shipment of marijuana or marijuana product originates will ensure that any individual transporting marijuana shall have a marijuana handler permit required under 3 AAC 306.700.

8.3. The marijuana establishment that originates the transport of any marijuana or marijuana product will use the marijuana inventory tracking system to record the type, amount, and weight of marijuana or marijuana product being transported, the name of the transporter, the time of departure and expected delivery, and the make, model, and license plate number of the transporting vehicle.

8.4. The marijuana establishment that originates the transport of any marijuana or marijuana product will ensure that a complete printed transport manifest on a form prescribed by the board must be kept with the marijuana or marijuana product at all times during transport.

8.5. During transport, any marijuana or marijuana product will be in a sealed package or container in a locked, safe, and secure storage compartment in the vehicle transporting the marijuana or marijuana product, and the sealed package will not be opened during transport.

8.6. Any vehicle transporting marijuana or marijuana product will travel directly from the shipping marijuana establishment to the receiving marijuana establishment, and will not make any unnecessary stops in between except to deliver or pick up marijuana or marijuana product at any other licensed marijuana establishment.

8.7. When the marijuana establishment receives marijuana or marijuana product from another licensed marijuana establishment, the recipient of the shipment will use the marijuana inventory tracking system to report the type, amount, and weight of marijuana or marijuana product received.

8.8. The marijuana establishment will refuse to accept any shipment of marijuana or marijuana product that is not accompanied by the transport manifest.

Section 9 – Signage and Advertising

Review the requirements under 3 AAC 306.770.

9.1. Describe any signs that you intend to post on your establishment, including quantity, dimensions, graphics, and location on your establishment (photos or drawings may be attached):

Kachemak Cannabis may have up to three (3) signs with the business name and logo visible to the general public. The signs will not exceed 4800 square inches. Two of the three signs may be attached to the outer walls of the building and a third sign may be on an independent sign pole or similar on the property. Sign placement will be done within the parameters set forth by AMCO regulations and the Homer City Code.



Form MJ-01: Marijuana Establishment Operating Plan

9.2. Describe any advertising you intend to distribute for your establishment. Include medium types and business logos (photos or drawings may be attached):

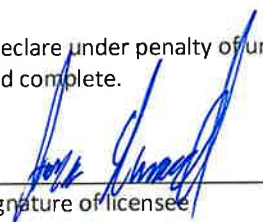
Kachemak Cannabis plans to utilize the following medium types when distributing advertisements:

- Newspaper ads
- Magazine ads
- Social media to feature specific strains
- Direct text messages (that require consent and an opt out feature)
- Sponsorships such as sporting events or fundraisers
- Platforms such as Weed Maps or LeafLinks

Advertisement will contain each of the five warning statements, verbatim, as they are listed in the regulations.

Kachemak Cannabis is currently working on their company logo. Once complete, a copy will be submitted to AMCO Enforcement.

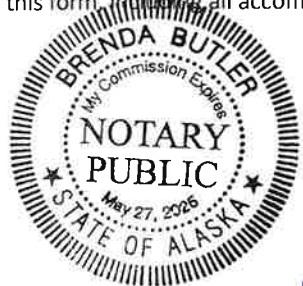
I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.



 Signature of licensee

Jesse Sherwood

 Printed name of licensee





 Notary Public in and for the State of Alaska

My commission expires: May 27, 2025

Subscribed and sworn to before me this 19th day of July, 2022



Form MJ-01: Marijuana Establishment Operating Plan

(Additional Space as Needed):

3.6 Continued: Kachemak Cannabis understands that diversion can happen in two ways -inversion and diversion - and is equally profitable diverting product out of the legal system as it is diverting product from the illegal system into the legal market. In the event that theft or diversion is suspected, employees will be trained to alert the licensees or manager immediately. In the event that an employee is caught stealing marijuana, or infusing the store with non-regulated black-market product, Kachemak Cannabis will notify local law enforcement and AMCO Enforcement immediately, comply with all directives, and provide all necessary information and records for the investigation. The licensees or manager will take the necessary steps to ensure that illegal conduct by an employee does not compromise the facility's license and legitimate business operations. All employees will be trained to recognize potential theft, and are required to notify either the licensee or manager if they suspect such activity is occurring. All reports and documentation concerning potential or actual theft will be maintained by Kachemak Cannabis and will be made available to AMCO upon request.

6.4 Continued: As proper safety and security procedures are of the utmost importance to Kachemak Cannabis, the most up-to-date reading materials will be available to employees at all times. Kachemak Cannabis will conduct quarterly staff meetings (if needed) with the purpose of updating all employees on new state and local regulations, assuring that each employee is performing within company procedure, assessing any procedural changes that are needed, and addressing any comments or concerns from the staff. Prior to beginning work, employees will be expected to understand (1) Alaska laws, regulations, and codes governing the marijuana industry and marijuana establishments; (2) all of the permitting requirements to act as a marijuana handler including obtaining a marijuana handler permit prior to commencing employment; (3) Kachemak Cannabis' standards, operational protocol, and best practices with regard to retail and sale of marijuana; (4) general safety procedures and security protocol; (5) how to think defensively if a threatening situation occurs, and how to recognize the signs of impairment, drug abuse, and instability; (6) in-depth information about marijuana strains and related products; (7) in-depth information on the requirements of each room, task, and system; (8) the general federal, state, and local employment regulations by which Kachemak Cannabis is governed; and (9) retail-specific education. To ensure full coverage for each position, all employees will be cross-trained on the requirements of each job. Kachemak Cannabis will encourage staff to attend seminars, conferences and workshops. Kachemak Cannabis will maintain a library of resources on marijuana topics, available to employees at all times. The state and local marijuana regulations will be posted in the facility for reference. All new hires will be required to meet with the licensees or manager to go over employment documents, specific tasks, educational materials, facility features, security and position-specific training.

8.1 Continued: Labels will be affixed to the packaging including all information originally provided by the cultivation or manufacturing facility such as (1) testing facility license number; (2) testing date and results; (3) name and license number of cultivation facility; (4) name and license number of manufacturing facility, if applicable (for concentrates and products); (5) harvest batch number or production lot number; (6) date of packaging; (7) net marijuana weight and (8) expiration date if applicable.



Alaska Marijuana Control Board Form MJ-02: Premises Diagram

What is this form?

A detailed diagram of the proposed licensed premises is required for all marijuana establishment license applications, per 3 AAC 306.020(b)(8). **All areas designated as the licensed premises of a single license must be contiguous. All diagrams must have the licensed premises area labeled, and outlined or shaded as appropriate.**

What must be submitted with this form?

Applicants must attach multiple diagrams to this form, including (as applicable):

- **Diagram 1:**
a diagram showing only the licensed premises areas that will be ready to be **operational at the time of your preliminary inspection** and license issuance;
- **Diagram 2:**
if different than Diagram 1, a diagram outlining **all areas for which the licensee has legal right of possession** (a valid lease or deed), and clearly showing those areas' relationship to the current proposed licensed premises (*details of any planned expansion areas do not need to be included; a complete copy of Form MJ-14: Licensed Premises Diagram Change must be submitted and approved before any planned expansion area may be added to the licensed premises*);
- **Diagram 3:**
a **site plan or as-built of the entire lot**, showing all structures on the property and clearly indicating which area(s) will be part of the licensed premises;
- **Diagram 4:**
an **aerial photo of the entire lot and surrounding lots**, showing a view of the entire property and surrounding properties, and clearly indicating which area(s) will be part of the licensed premises (*this can be obtained from sources like Google Earth*); and
- **Diagram 5:**
a diagram of the **entire building in which the licensed premises is located**, clearly distinguishing the licensed premises from unlicensed areas and/or premises of other licenses within the building. If your proposed licensed premises is located within a building or building complex that contains multiple business and/or tenants, please provide the addresses and/or suite numbers of the other businesses and/or tenants (*a separate diagram is not required for an establishment that is designating the entire building as a single licensed premises*).

This form, and all necessary diagrams that meet the requirements on Page 2 of this form, must be completed and submitted to AMCO's main office before any new or transfer license application will be considered complete.

Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	Kachemak Cannabis, LLC	MJ License #:	33236		
License Type:	Retail Marijuana Store				
Doing Business As:	Kachemak Cannabis				
Premises Address:	3585 East End Road, Suite #3				
City:	Homer	State:	Alaska	ZIP:	99603



Form MJ-02: Premises Diagram

Section 2 – Required Information

For your security, do not include locations of security cameras, motion detectors, panic buttons, and other security devices. Items marked with a double asterisks (**) are only required for those retail marijuana establishments that are also applying for an onsite consumption endorsement.

The following details must be included in all diagrams:

- License number and DBA
- Legend or key
- Color coding
- Licensed Premises Area Labeled and Shaded, or Outlined as appropriate
- Dimensions
- Labels
- True north arrow

The following additional details must be included in Diagram 1:

- Surveillance room
- Restricted access areas
- Storage areas
- Entrances, exits, and windows
- Walls, partitions, and counters
- Any other areas that must be labeled for specific license or endorsement types
- ** Serving area(s)
- **Employee monitoring area(s)
- **Ventilation exhaust points, if applicable

The following additional details must be included in Diagram 2:

- Areas of ingress and egress
- Entrances and exits
- Walls and partitions

The following additional details must be included in Diagrams 3 and 4:

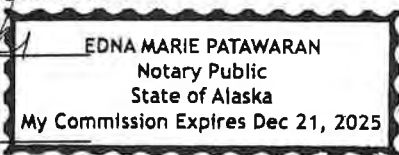
- Areas of ingress and egress
- Cross streets and points of reference

The following additional details must be included in Diagram 5:

- Areas of ingress and egress
- Entrances and exits
- Walls and partitions
- Cross streets and points of reference

I declare under penalty of unsworn falsification that I have attached all necessary diagrams that meet the above requirements, and that this form, including all accompanying/schedules, statements, and depictions is true, correct, and complete.

Amanda Piaskowski
Signature of licensee

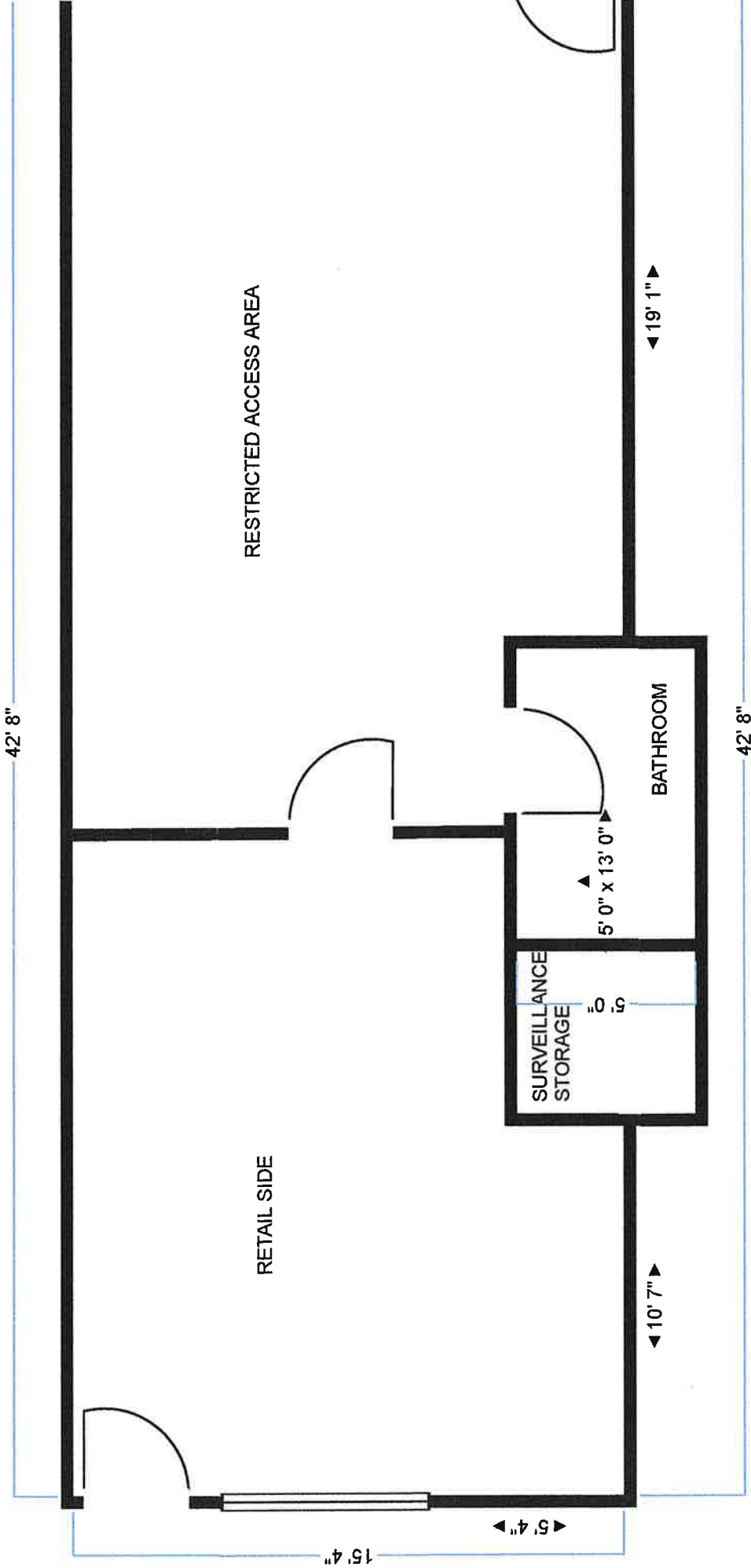


[Signature]
Notary Public in and for the State of Alaska

Amanda Piaskowski
Printed name of licensee

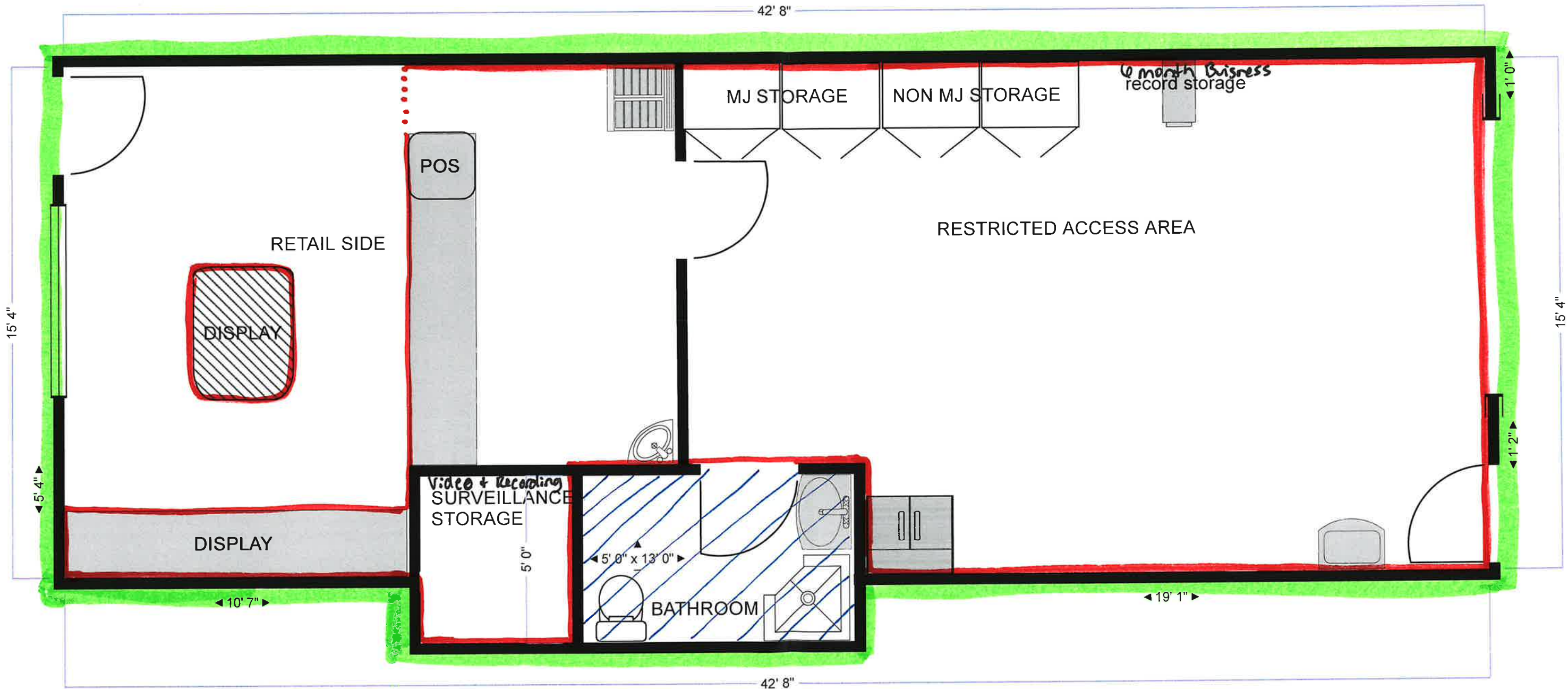
My commission expires: 12/21/2025




Subscribed and sworn to before me this 10TH day of JULY, 2022.



Kachemak Cannabis License #33236

Diagrams 1, 2 + 5



-  - proposed licensed premises
-  - Restricted Access Area
-  - non-restricted Restroom

Kachemak Cannabis License # 33236

Diagrams 3+4



- 1- Strong Construction
 - 2- residential
 - 3- proposed licensed premises
 - 4- residential
 - 5th fire and flue
 - 7+8 - Tattoos
 - 9- the record shop
 - 10/11/12 - mini storage
- - proposed licensed premises / Right to possession



Alaska Marijuana Control Board Operating Plan Supplemental Form MJ-03: Retail Marijuana Store

What is this form?

This operating plan supplemental form is required for all applicants seeking a retail marijuana store license and must accompany **Form MJ-01: Marijuana Establishment Operating Plan**, per 3 AAC 306.020(b)(11). Applicants should review **Chapter 306: Article 3** of the **Alaska Administrative Code**. This form will be used to document how an applicant intends to meet the requirements of the statutes and regulations.

If your business has a formal operating plan, you may include a copy of that operating plan with your application, but all fields of this form must still be completed per 3 AAC 306.020 and 3 AAC 306.315(2).

What additional information is required for retail stores?

Applicants must identify how the proposed establishment will comply with applicable regulations regarding the following:

- Prohibitions
- Signage and advertising
- Displays and sales
- Exit packaging and labeling
- Security
- Waste disposal

This form must be completed and submitted to AMCO's main office before any new or transfer application for a retail marijuana store license will be considered complete.

Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	Kachemak Cannabis, LLC	MJ License #:	33236		
License Type:	Retail Marijuana Store				
Doing Business As:	Kachemak Cannabis				
Premises Address:	3585 East End Road, Suite #3				
City:	Homer	State:	Alaska	ZIP:	99603



Section 2 – Overview of Operations

2.1. Provide an overview of your proposed facility’s operations. Include information regarding the intake and flow of marijuana and marijuana product at your premises, and a description of what a standard customer visit to your establishment would entail:

Each shipment of marijuana and marijuana product that arrives at Kachemak Cannabis will be inspected by either a licensee or manager before it's accepted and added to the store's inventory. The shipment will be reconciled with the transport manifest, shipment labels and packaging labels to ensure consistency. All product will be weighed by a Kachemak Cannabis employee and reconciled with the weight listed on the manifest and labels. Any shipments with discrepancies will be rejected. Shipments that pass initial inspection will be accepted into the facility, entered into Metrc and the point of sale system and added to the store's inventory storage or display cases. At the end of each business day, Kachemak Cannabis will reconcile the sale's transactions from the point of sale software with the inventory on hand and with Metrc to ensure consistency and that any discrepancies are immediately addressed. Customers will be greeted near the store's entrance by a Kachemak Cannabis employee who will check their ID and watch for signs of impairment. If cleared by the employee, customers will be able to browse the retail sales floor and view the menu of available products. Sales transactions will take place at the point of sale station and once a sales transaction is complete, customers will be directed to the store exit. Kachemak Cannabis will train all employees on the importance of the limits on quantity sold per transaction and the exit packaging requirements set forth in the regulations.

Section 3 – Prohibitions

Review the requirements under 3 AAC 306.310.

3.1. Describe how you will ensure that the retail marijuana store will not sell, give, distribute, or deliver marijuana or marijuana product to a person who is under the influence of an alcoholic beverage, inhalant, or controlled substance:

Kachemak Cannabis will not sell, offer to sell, give, distribute, or deliver marijuana or marijuana products to any consumers who are: (1) not physically present on the licensed premises; (2) under the influence of an alcoholic beverage, inhalant, or controlled substance; or (3) not at least twenty-one (21) years of age at the time of purchase, as evidenced by valid government-issued photo identification. All customers will enter the retail store where a Kachemak Cannabis employee will check their ID. During this time, employees will be watching for signs of impairment. Continued on Page 6 ...

3.2. I certify that the retail marijuana store will not: Initials

- a. sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product in a quantity exceeding the limit set out in 3 AAC 306.355;
- b. sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product over the internet;
- c. offer or deliver to a consumer, as a marketing promotion or for any other reason, free marijuana or marijuana product, including a sample;
- d. offer or deliver to a consumer, as a marketing promotion or for any other reason, alcoholic beverages, free or for compensation; or
- e. allow a person to consume marijuana or a marijuana product on the licensed premises.

Answer "Yes" or "No" to the following question: Yes No

3.3. Do you plan to request future approval of the Marijuana Control Board to permit consumption of marijuana or marijuana product in a designated area on the proposed premises? Yes No



Section 4 – Signage and Advertising

Review the requirements under 3 AAC 306.360 and 3 AAC 306.365. All licensed retail marijuana stores must meet minimum standards for signage and advertising.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

4.1. I understand and agree to follow the limitations regarding the number, placement, and size of signs on my proposed establishment, set forth in 3 AAC 306.360(a).

AP

4.2. The retail marijuana store will not use giveaway coupons as promotional materials, or conduct promotional activities such as games or competitions to encourage the sale of marijuana or marijuana products.

AP

4.3. All advertising for marijuana or marijuana product will contain the warnings required under 3 AAC 306.360(e).

AP

4.4. I understand and agree to post, in a conspicuous location visible to customers, the notification signs required under 3 AAC 306.365.

AP

4.5. I certify that no advertisement for marijuana or marijuana product will contain any statement or illustration that:

AP

a. is false or misleading;

b. promotes excessive consumption;

AP

c. represents that the use of marijuana has curative or therapeutic effects;

AP

d. depicts a person under the age of 21 consuming marijuana; or

AP

e. includes an object or character, including a toy, a cartoon character, or any other depiction designed to appeal to a child or other person under the age of 21, that promotes consumption of marijuana.

AP

4.6. I certify that no advertisement for marijuana or marijuana product will be placed:

a. within 1,000 feet of the perimeter of any child-centered facility, including a school, childcare facility, or other facility providing services to children, a playground or recreation center, a public park, a library, or a game arcade that is open to persons under the age of 21;

AP

b. on or in a public transit vehicle or public transit shelter;

AP

c. on or in a publicly owned or operated property;

AP

d. within 1,000 feet of a substance abuse or treatment facility; or

AP

e. on a campus for postsecondary education.

AP

Section 5 – Displays and Sales

5.1. Describe how marijuana and marijuana products at the retail marijuana store will be displayed and sold:

Kachemak Cannabis will display all marijuana and marijuana products for sale within the restricted access area, unreachable to customers. Signage stating "Restricted Access Area" and "Visitors Must be Escorted" will be posted at the access points that lead to the restricted access area behind the sales counter. Marijuana and marijuana products will be displayed in locked display cases, on shelving along the wall behind the display case/point of sale counter and in a cooler behind the display case/point of sale counter. Product displays will be in full view of a working video surveillance camera at all times that marijuana or marijuana products are stored in the display. Marijuana and marijuana products will be secured in a locked case at all times. All employees will be trained and regularly monitored to ensure compliance with the display and closing policies, and that all product is secured and accounted for at all times. When customers have made their purchasing decisions, they will head to the point of sale counter. Continued on Page 6 ...



Section 6 – Exit Packaging and Labeling

Review the requirements under 3 AAC 306.345.

6.1. Describe how the retail marijuana store will ensure that marijuana and marijuana products sold on its licensed premises will meet the packaging and labeling requirements set forth in 3 AAC 306.345(a):

Kachemak Cannabis will assign an employee to inspect all shipments of marijuana and marijuana products that arrive at the retail store. Shipments will be inspected for quality and consistency with the transport manifest and shipment labels, and for regulatory compliance. Labels will be checked for: (1) name and license number of the manufacturing or cultivation facility; (2) production and/or batch number; (3) strain information; (4) net weight of the product; (5) packaging date and expiration date; and (6) testing lab name and license number. The transport manifest will be checked for: (1) name and license number of the providing entity; (2) delivery date; (3) start time and estimated arrival time; (4) strain and batch information; (5) delivery driver name and handler's card verification; (6) the weight of the products transferred; and (7) testing information. Once a delivery is approved by Kachemak Cannabis the inventory will be accepted into the retail store and entered into Metrc and stored on-site as an official business record. Both the transporting agent and Kachemak Cannabis will sign all paperwork and documents expressing that all information is deemed correct and the transfer took place. Kachemak Cannabis will refuse to accept the transfer if any information listed above is incomplete or inaccurate.

6.2. Provide a sample label that the retail marijuana store will use to meet the labeling requirements set forth in 3 AAC 306.345(b):

Produced By: Kachemak Cannabis
License Number: 33236
Product Name: Strain:
Batch/Lot Number: Gross Weight: Net MJ Weight OZ(g)
Best By Date: Packaging Date:
Tested By: License Number:
Total THC: THCA: CBD:
CBDA: CBN: Total Terpenes:
Microbial Test: Pesticides: Herbicides:
Fungicides:
Residual Solvent Test: Contaminants Test Result:
Retailer: License Number:
Alaska Safety Warning: Marijuana has intoxicating effects and may be habit-forming and addictive. Marijuana impairs concentration, coordination, and judgment. Do not operate a vehicle or machinery under its influence. There are health risks associated with the consumption of marijuana. For use only by adults twenty-one and older. Keep out of the reach of children. Marijuana should not be used by women who are pregnant or breastfeeding.



Section 7 - Security

Review the requirements under 3 AAC 306.350 and 3 AAC 306.720.

7.1. Describe the retail marijuana store's procedures for ensuring a form of valid photographic identification has been produced before selling marijuana or marijuana product to a person, as required by 3 AAC 306.350(a):

Kachemak Cannabis will not sell, offer to sell, give, distribute, or deliver marijuana or marijuana products to any consumers who are (1) not physically present on the licensed premises; (2) under the influence of an alcoholic beverage, inhalant, or controlled substance; or (3) not at least twenty-one (21) years of age at the time of purchase, as evidenced by a valid, government-issued photo identification or tribal card (tribal card must meet the regulatory standards). Kachemak Cannabis employees will greet all customers and check each customer's ID near the entrance to the retail store. No individual will be allowed to enter the sales floor and browse any selection without their photo ID being verified, regardless of how familiar the person is to the employee. Continued on Page 6 ...

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right: Initials

7.2. The video surveillance and camera recording system for the licensed premises covers each point-of-sale area.

[Handwritten initials]

Section 8 - Waste Disposal

Review the requirements under 3 AAC 306.740.

8.1. Describe how you will store, manage, and dispose of any marijuana waste, including expired marijuana or marijuana products, in compliance with any applicable laws. Include details about the material(s) you will mix with ground marijuana waste and the processes that you will use to make the marijuana waste unusable for any purpose for which it was grown or produced:

Kachemak Cannabis will dispose of: (1) marijuana that is identified as contaminated, infected or is otherwise rejected for quality; (2) marijuana and marijuana products that reach their expiration date; (3) any other materials or containers in contact with marijuana products that risk contamination; (4) any other marijuana or marijuana product deemed as waste by Kachemak Cannabis, an assigned employee, or AMCO official. Marijuana waste will be stored away from all other products in a locked container on the premises, away from all other marijuana products and currency, and will be rendered unusable prior to leaving the store. A notice, via email, on a form prescribed by the board will be sent to AMCO Enforcement not later than three (3) days prior to rendering the waste unusable. Marijuana waste will be rendered unusable by grinding the materials and mixing with other compostable and non-compostable non-marijuana material; such as food waste, cardboard, paper, and yard waste; until the resulting mixture is no more than fifty percent (50%) marijuana waste. Kachemak Cannabis will maintain a log on the status of all marijuana waste, tracking the type, date of disposal, date it was rendered unusable, the reason for wastage and the final destination of the waste. Kachemak Cannabis may either compost the waste, contract a city/borough waste truck or have an assigned employee collect the waste mixture and dispose of it at the local waste station. All waste information will be recorded in the disposal log and securely stored as a business record, available to AMCO upon request.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right: Initials

8.2. The retail marijuana store shall give the board at least three days written notice required under 3 AAC 306.740(c) before making marijuana waste unusable and disposing of it.

[Handwritten initials]

I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.

[Handwritten signature of Amanda Piaskowski]

Signature of licensee

Amanda Piaskowski

Printed name of licensee

EDNA MARIE PATAWARAN
Notary Public
State of Alaska
My Commission Expires Dec 21, 2025

[Handwritten signature of Notary Public]

Notary Public in and for the State of Alaska

My commission expires: 12/21/2025

Subscribed and sworn to before me this 10th day of JULY, 2022



(Additional Space as Needed):

3.1 Continued: If it is determined that a customer is impaired, that individual will be safely escorted from the premises. Law enforcement will be contacted for back-up when necessary. Additionally, employees and management will exercise strict diligence and compliance with the sale limits embodied in 3 AAC 306.355. A manager will be on hand to help manage customer ingress and egress and ensure there is an adequate number of employees on the sales floor.

5.1 Continued: All edibles, concentrates, and flower will be stored behind the point of sale counter. Budtenders will take the customer order and dispense for sale from behind the counter. Concentrates and edibles will all be prepackaged and labeled. Flower will be sold either prepackaged or "Deli" style. "Deli" style flower will be displayed in large containers behind the point of sale counter with the batch labeled strains. Budtenders will take customer orders at the point of sale counter and weigh the flower using a certified scale. Once weighed to the desired amount, the budtender will register the purchase in the POS system which will integrate with Metrc, seal the product into a child-resistant container, and print the packaging label. The prepackaged products will be displayed in the display case located within the restricted access area. Kachemak Cannabis will also buy bulk marijuana and roll their own pre-roll marijuana joints and package them in accordance with the regulations and place into pre-labeled mylar bags, pop top tubes, joint boxes, etc. Any edibles requiring refrigeration will be stored in a refrigerator behind the point of sale counter in the restricted access area. Employees will ensure that each marijuana product is in fully opaque and child-resistant packaging before a customer exits the store with it.

7.1 Continued: Employees will be trained on how to identify forgeries and inconsistencies in ID's and will utilize an ID guide to help recognize ID's from other states, countries, and federally recognized tribes. Kachemak Cannabis will schedule employees to help manage customer ingress and egress on the sales floor. If an ID is not in compliance for any reason, the customer will be asked to leave. If the customer refuses to leave the retail store, law enforcement will be contact to enforce Kachemak Cannabis' ID policy.



Alaska Marijuana Control Board

Form MJ-07: Public Notice Posting Affidavit

What is this form?

A public notice posting affidavit is required for all marijuana establishment license applications, per 3 AAC 306.020(b)(10). As soon as practical after initiating a marijuana establishment license application, an applicant must give notice of the application to the public by posting a true copy of the application for ten (10) days at the location of the proposed licensed premises and one other conspicuous location in the area of the proposed premises, per 3 AAC 306.025(b)(1).

This form must be completed and submitted to AMCO's main office before any new or transfer license application will be considered complete.

Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	Kachemak Cannabis, LLC	License Number:	33236		
License Type:	Retail Marijuana Store				
Doing Business As:	Kachemak Cannabis				
Premises Address:	3585 East End Road, Suite #3				
City:	Homer	State:	Alaska	ZIP:	99603

Section 2 – Certification

I certify that I have met the public notice requirement set forth under 3 AAC 306.025(b)(1) by posting a copy of my application for the following 10-day period at the location of the proposed licensed premises and at the following conspicuous location in the area of the proposed premises:

Start Date: 05/24/2022

End Date: 06/03/2022

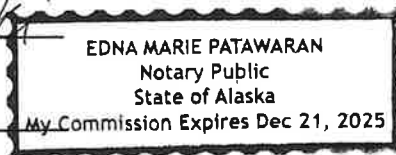
Other conspicuous location: Kachemak Gear Shed, Homer, Alaska

I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.

Amanda Piaskowski
Signature of licensee

Amanda Piaskowski

Printed name of licensee



[Signature]
Notary Public in and for the State of Alaska

My commission expires: 12/21/2025

Subscribed and sworn to before me this 10th day of JULY, 2022.



Alaska Marijuana Control Board

Form MJ-08: Local Government Notice Affidavit

What is this form?

A local government notice affidavit is required for all marijuana establishment license applications with a proposed premises that is located within a local government, per 3 AAC 306.025(b)(3). As soon as practical after initiating a marijuana establishment license application, an applicant must give notice of the application to the public by submitting a copy of the application to each local government and any community council in the area of the proposed licensed premises. For an establishment located inside the boundaries of city that is within a borough, both the city and the borough must be notified.

This form must be completed and submitted to AMCO's main office before any new or transfer license application will be considered complete.

Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	Kachemak Cannabis, LLC	License Number:	33236		
License Type:	Retail Marijuana Store				
Doing Business As:	Kachemak Cannabis				
Premises Address:	3585 East End Road, Suite #3				
City:	Homer	State:	AK	ZIP:	99603

Section 2 – Certification

I certify that I have met the local government notice requirement set forth under 3 AAC 306.025(b)(3) by submitting a copy of my application to the following local government (LG) official(s) and community council (if applicable):

Local Government(s): Homer City (City of Homer)/Kenai Peninsula Borough Date Submitted: 06/02/2022

Name/Title of LG Official 1: Melissa Jacobsen/City Clerk Name/Title of LG Official 2: Johni Blankenship/KPB

Community Council: N/A Date Submitted: _____
(Municipality of Anchorage and Matanuska-Susitna Borough only)

I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.

Signature of licensee
Amanda Piaskowski
Printed name of licensee

Notary Public in and for the State of Alaska
My commission expires: _____

Subscribed and sworn to before me this _____ day of _____, 20____.



Alaska Marijuana Control Board

Form MJ-09: Statement of Financial Interest

What is this form?

A statement of financial interest completed by each proposed licensee (as defined in 3 AAC 306.020(b)(2)) is required for all marijuana establishment license applications, per 3 AAC 306.020(b)(4). A person other than a licensee may not have direct or indirect financial interest (as defined in 3 AAC 306.015(e)(1)) in the business for which a marijuana establishment license is issued, per 3 AAC 306.015(a).

This form must be completed and submitted to AMCO’s main office by each proposed licensee before any license application will be considered complete.

Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	Kachemak Cannabis, LLC	License Number:	33236		
License Type:	Retail Marijuana Store				
Doing Business As:	Kachemak Cannabis				
Premises Address:	3585 East End Road, Suite #3				
City:	Homer	State:	AK	ZIP:	99603

Section 2 – Individual Information

Enter information for the individual licensee.

Name:	Amanda Piaskowski		
Title:	Manager/Member		
SSN:	██████████	Date of Birth:	██████████



Alaska Marijuana Control Board

Form MJ-09: Statement of Financial Interest

Section 3 – Certifications

I certify that no person other than a proposed licensee listed on my marijuana establishment license application has a direct or indirect financial interest, as defined in 3 AAC 306.015(e)(1), in the business for which a marijuana establishment license is being applied for.

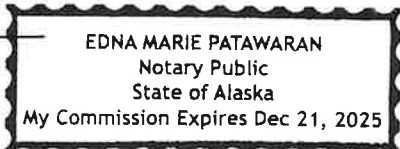
I further certify that any ownership change shall be reported to the board as required under 3 AAC 306.040.

I understand that my fingerprints will be used to check the criminal history records of the Federal Bureau of Investigation (FBI), and that I have the opportunity to complete or challenge the accuracy of the information contained in the FBI identification record. *The procedures for obtaining a change, correction, or updating an FBI identification record are set forth in Title 28, CFR, 16.34.*

I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.

Amanda Piaskowski

Signature of licensee



[Signature]

Notary Public in and for the State of Alaska

Amanda Piaskowski

My Commission Expires Dec 21, 2025

My commission expires: 12/21/2025

Printed name of licensee

Subscribed and sworn to before me this 10th day of JULY, 20 22.



Alaska Marijuana Control Board

Form MJ-09: Statement of Financial Interest

What is this form?

A statement of financial interest completed by each proposed licensee (as defined in 3 AAC 306.020(b)(2)) is required for all marijuana establishment license applications, per 3 AAC 306.020(b)(4). A person other than a licensee may not have direct or indirect financial interest (as defined in 3 AAC 306.015(e)(1)) in the business for which a marijuana establishment license is issued, per 3 AAC 306.015(a).

This form must be completed and submitted to AMCO's main office by each proposed licensee before any license application will be considered complete.

Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	Kachemak Cannabis, LLC	License Number:	33236		
License Type:	Retail Marijuana Store				
Doing Business As:	Kachemak Cannabis				
Premises Address:	3585 East End Road, Suite #3				
City:	Homer	State:	AK	ZIP:	99603

Section 2 – Individual Information

Enter information for the individual licensee.

Name:	Jesse Sherwood				
Title:	Manager/Member				
SSN:	██████████	Date of Birth:	██████████		



Alaska Marijuana Control Board

Form MJ-09: Statement of Financial Interest

Section 3 – Certifications

I certify that no person other than a proposed licensee listed on my marijuana establishment license application has a direct or indirect financial interest, as defined in 3 AAC 306.015(e)(1), in the business for which a marijuana establishment license is being applied for.

I further certify that any ownership change shall be reported to the board as required under 3 AAC 306.040.

I understand that my fingerprints will be used to check the criminal history records of the Federal Bureau of Investigation (FBI), and that I have the opportunity to complete or challenge the accuracy of the information contained in the FBI identification record.
The procedures for obtaining a change, correction, or updating an FBI identification record are set forth in Title 28, CFR, 16.34.

I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.



Signature of licensee

Jesse Sherwood

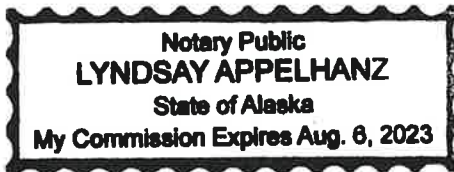
Printed name of licensee



Notary Public in and for the State of Alaska

My commission expires: 08/06/2023

Subscribed and sworn to before me this 8th day of July, 2022.



PUBLISHER'S AFFIDAVIT

UNITED STATES OF AMERICA,
STATE OF ALASKA

} SS:

Jeff Hayden being first duly sworn, on oath deposes and says:
That I am and was at all times here in this affidavit mentions,
Supervisor of Legals of the Sound Publishing / Homer News, a
newspaper of general circulation and published at Homer, Alaska,
that the advertisement, a printed copy of which is hereto annexed
was published in said paper on the dates listed below:

Marijuana License Application - Kach. Cannal
May 26, 2022
June 2, 2022
June 9, 2022



SUBSCRIBED AND SWORN before me on this

28th day of June, 2022



NOTARY PUBLIC in favor for the State of Alaska.

My commission expires 3-6-24.

Elizabeth A. McDonald
Notary Public, State of Alaska
Commission #200306009
My Commission Expires March 6, 2024

Marijuana License Application

Kachemak Cannabis, LLC is applying under 3 AAC 306.300 for a new Retail Marijuana Store license, license #33236, doing business as Kachemak Cannabis, located at 3585 East End Road, Suite #3, Homer, AK, 99603, UNITED STATES.

Interested persons may object to the application by submitting a written statement of reasons for the objection to their local government, the applicant, and the Alcohol & Marijuana Control Office (AMCO) not later than 30 days after the director has determined the application to be complete and has given written notice to the local government. Once an application is determined to be complete, the objection deadline and application information will be posted on AMCO's website at <https://www.commerce.alaska.gov/web/amco>. Objections should be sent to AMCO at marijuana.licensing@alaska.gov or to 550 W 7th Ave, Suite 1600, Anchorage, AK 99501 and Attorney Jana Weltzin, Esq. at jana@jdwcounsel.com or JDW, LLC, 901 Photo Avenue, Second Floor, Anchorage, AK 99503.

Pub: May 26, June 2 & 9, 2022 955333



Plan Review Application

Alaska Department of Environmental Conservation
Division of Environmental Health
Food Safety and Sanitation Program



Permit ID: _____

Section A- General Information (All applicants complete entire section – please print).

Purpose (check one) <input checked="" type="checkbox"/> New Construction		<input type="checkbox"/> Remodel of Existing Structure		<input type="checkbox"/> Reactivation	
General Information	Establishment Name: Kachemak Cannabis			Date	
	Plan Review Contact Name Amanda Piaskowski				
	Phone Number 907-388-2986		Email ceo@smfak.com		
	Address 3585 East End Road, Suite #3, Homer, AK 99603				
	Operating Days/Hours Monday through Sunday 9am-11pm		Proposed Opening Date		

If you are proposing to build a new food establishment or extensive remodeling of an existing food establishment in Alaska (except in the Municipality of Anchorage), you must submit a completed Plan Review Packet 30 days prior to construction. Additional information regarding calculations and drawings can be found in the Plan Review Guide.

Please Note: Failure to provide all the required information may delay the plan review process and permit issuance.

REQUIRED DOCUMENTATION LIST (Include the following in your packet)

- | | |
|--------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Food Establishment Application | <input type="checkbox"/> Floor Plan |
| <input type="checkbox"/> Fees (Plan Review Fee is Non-Refundable) | <input type="checkbox"/> Plumbing Schematic |
| <input type="checkbox"/> Plot Plan | <input type="checkbox"/> Complete list of equipment (including manufacturer's specifications) |

SECTION B – REQUIRED DOCUMENTATION

- a. Potable Water Supply. Have plans been submitted to the [Drinking Water Program](#) as required by 18 AAC 80?
 Yes* No N/A (Municipal Water Supply) *Specify in comments.*
 Comments:
- *Attach a confirmation email or letter from the Drinking Water Program stating that the system has been approved.**
- b. Wastewater Disposal System. Have plans been submitted to the [Wastewater Program](#) as specified by 18 AAC 72?
 Yes* No N/A (Municipal System) *Specify in comments.*
 Comments:
- *Attach a confirmation email or letter from the Wastewater Program stating that the system has been approved.**
 If you have a septic system, please provide the legal description of your property (Lot, Block, etc.)
- c. Solid Waste Disposal. Please describe how you plan to dispose of your solid waste:
 Waste will be taken to the local landfill via third party waste management company.
- d. Plot Plan. Have you included a detailed to scale drawing of the plot plan including: Yes No
- | | | | |
|-----------------------------------------------|----------------------------------------------------------------------------------------------|-------------------------------------------------|-----------------------------------------|
| <input type="checkbox"/> All buildings | <input type="checkbox"/> Outside walk-in cooler(s)/freezer(s) | <input type="checkbox"/> Access for deliveries | <input type="checkbox"/> Oil/Fuel tanks |
| <input type="checkbox"/> Refuse storage site | <input type="checkbox"/> Outside storage areas | <input type="checkbox"/> Sewage disposal system | |
| <input type="checkbox"/> Potable water supply | <input type="checkbox"/> Identify nearby roads, other landmarks, and/or give GPS coordinates | | |

e. **Floor Plan.** A floor plan with the listed components must be submitted as part of the application packet. Have you included a floor plan? Yes No

Layout and purpose of each room Type and location of lighting

Location of fixed equipment and plumbing features Type and location of ventilation, both building and local systems

Size, construction, and design of fixed equipment

Location of restrooms, including the number of toilets and handwash sinks.

f. **Plumbing Schematic.** A plumbing schematic with the listed components must be submitted as part of the application packet. Have you included a detailed drawing of the plumbing schematic? Yes No

Plumbing schematic showing each hot, cold, and wastewater line.

Plumbing connection to the wastewater line (direct vs. indirect)

Hot water capacity

Have you contacted the State Plumbing Inspector? Yes No

G **Fire Marshall.** Have you contacted the State Fire Marshall? Yes No

Please describe your ventilation/hood system:

SECTION C – ADDITIONAL INFORMATION

a. **Storage.** How often will you receive food deliveries? Do you have adequate storage to support your operation? Consult the Plan Review Guide for information about storage capacity.

Marijuana Deliveries will be made from licensed marijuana cultivation and/or manufacturing facilities, on a daily basis or as needed. Edible products (food) will be delivered weekly or as needed. Kachemak Cannabis will have adequate storage in the facility for all deliveries made.

b. **Dressing Rooms and Locker Rooms.** Describe how employee clothing, belongings, etc will be stored:

Employee's will have a designated area within the facility with adequate storage space to store their personal belongings while on shift.

c. **Poisonous/Toxic Materials.** Describe location and means to store poisonous or toxic materials:

Toxic cleaning chemicals will be stored in a dedicated storage cabinet separate from consumable products.

d. **Floors/Walls/Ceilings.** Describe how the floors, walls, ceilings, and shelving will be finished (tile, paint, etc):

e. **Warewashing:** Describe how dishes, utensil, and equipment will be washed:

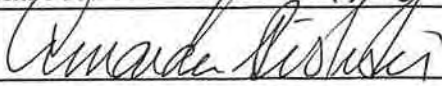
Kachemak Cannabis will not be preparing food/food products in the retail store, no dishes, utensils and/or equipment that require warewashing will be used.

f. **Linens.** Describe how soiled and clean clothing/linens will be stored and where they will be cleaned:

Soiled, non disposable linens will be stored temporarily in a receptacle and cleaned by a third party cleaning service.

SECTION D

I declare, under penalty of unsworn falsification, that this application (including any accompanying statements) has been examined by me and to the best of my knowledge and belief is true, correct, and complete. I understand that plan review fees are not refundable under the Alaska Food Code 18 AAC 31.050(k), I agree to pay all fees before operating.

Applicant's Signature  Date _____

Applicant's Printed Name Amanda Piaskowski Title Manager



Application for Food Establishment Permit

Alaska Department of Environmental Conservation
Division of Environmental Health
Food Safety and Sanitation Program



Permit ID: _____

Section 1- GENERAL INFORMATION (All applicants complete entire section – please print).

Purpose (check one) New Information Change Extensive Remodel Change of owner/operator Reactivate

Owner/Business Information	Name of Entity or Owner Responsible for Food Service Kachemak Cannabis, LLC		AK Business License # 2157350	
	Business/Corporate Mailing Address 3585 East End Road, Suite #3		City Homer	State AK
	Business/Corporate Phone 907-299-2986		Email ceo@smfak.com	
	Owner(s) or Corporate Officer(s) & Title(s) or Responsible Party Amanda Piaskowski, Manager			Fax
	Type of Entity <input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Other:			

Establishment Information	Establishment Name Kachemak Cannabis		Physical Location 3585 East End Road, Suite #3		Nearest Community Homer	
	Establishment Mailing Address PO Box 3226		City Homer	State AK	Zip 99603	
	Establishment Phone 907-388-8937		Fax		Contact Person Amanda Piaskowski	
	Establishment Physical Address 3585 East End Road, Suite #3		City Homer	State AK	Zip 99603	

SEATING: (Food Service Only) N/A 25 or less 26-100 > 101

TYPE OF OPERATION Please describe the type of facility you plan to open below (i.e. restaurant, bar, grocery store, etc.)

Retail marijuana store.

SECTION 2 – NEW OR EXTENSIVELY REMODELED FACILITIES

a. A plan review will be required if your facility has never been permitted by the Alaska's Food Safety and Sanitation Program; has not had an active permit in the last five years; will be extensively remodeled; or is a new construction. If any of these apply, a Plan Review Application is required to process your application. Have you attached the [Plan Review Application?](#) Yes No

SECTION 3 – COMPLETE FOR ALL FOOD ESTABLISHMENTS (Check all that apply)

FOOD SERVICE ESTABLISHMENTS

a.	A copy of your menu will be required. Have you attached a copy of the proposed menu?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
b.	Attach appropriate label, placard, or menu notation for the consumer advisories if you serve:				
	<input type="checkbox"/> Wild Mushrooms	<input type="checkbox"/> Unpasteurized juices	<input type="checkbox"/> Farmed halibut, salmon, or sablefish		
	<input type="checkbox"/> Raw/undercooked animal foods such as beef, shell eggs, lamb, pork, poultry, seafood, and shellfish.				
c.	Methods of food preparation (check the one that most closely describes the establishment):				
	<input type="checkbox"/> Assembly of Ready to Eat Foods	<input type="checkbox"/> Cook and Serve			
	<input type="checkbox"/> Hot or cold Service for 2 hours or more is done				
	<input type="checkbox"/> Complex (Preparation 1 day or more in advance, cooling and reheating is done).				
d.	Style of Service:		<input type="checkbox"/> Counter Service	<input type="checkbox"/> Self Service (i.e. buffet line, salad bar)	<input type="checkbox"/> Table Service
			<input type="checkbox"/> Other:		
e.	Do you plan to operate as a caterer ?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
	If yes , list all the equipment used to protect food from contamination and maintain product temperature during:				
	Transportation:		Hot or Cold Holding:		

f.	Will your food establishment be a <u>kiosk</u> or <u>mobile unit</u> ? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No									
	Are employee toilets available within 200 feet? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If you have an agreement with another business to use their restrooms, please attach written verification.</i>									
	Portable water tanks, plumbing, and hoses are NSF or FDA approved components? <input type="checkbox"/> Yes <input type="checkbox"/> No									
	If you have a kiosk, is it located outside of a building? <input type="checkbox"/> Yes <input type="checkbox"/> No									
	Will you have a service provide water or remove wastewater? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, provide a letter of agreement from water hauler or wastewater hauler outlining services provided and frequency.</i>									
g.	Will another permitted food establishment (<u>commissary</u>) provide support to your facility? If yes, attach a copy of the <u>Commissary Agreement</u> . <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No									
<u>FOOD PROCESSORS</u>										
a.	A copy of a label for each type of product you will produce is required. Have you attached food labels of each product to be produced? <input type="checkbox"/> Yes <input type="checkbox"/> No									
b.	Describe who you will be distributing your product to (i.e. grocery stores, etc):									
c.	Will you be doing any of the following processes? Check all that apply. <table style="width:100%; margin-top: 5px;"> <tr> <td><input type="checkbox"/> Reduced Oxygen Packaging</td> <td><input type="checkbox"/> Smoking</td> <td><input type="checkbox"/> Other: <div style="border: 1px solid black; width: 150px; height: 40px; display: inline-block;"></div></td> </tr> <tr> <td><input type="checkbox"/> Low Acid Canned Foods</td> <td><input type="checkbox"/> Curing</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Shelf Stable Acidified Foods</td> <td><input type="checkbox"/> Dehydrating</td> <td></td> </tr> </table> <i>Be sure to check with your local Environmental Health Officer for any applicable forms and FDA requirements.</i>	<input type="checkbox"/> Reduced Oxygen Packaging	<input type="checkbox"/> Smoking	<input type="checkbox"/> Other: <div style="border: 1px solid black; width: 150px; height: 40px; display: inline-block;"></div>	<input type="checkbox"/> Low Acid Canned Foods	<input type="checkbox"/> Curing		<input type="checkbox"/> Shelf Stable Acidified Foods	<input type="checkbox"/> Dehydrating	
<input type="checkbox"/> Reduced Oxygen Packaging	<input type="checkbox"/> Smoking	<input type="checkbox"/> Other: <div style="border: 1px solid black; width: 150px; height: 40px; display: inline-block;"></div>								
<input type="checkbox"/> Low Acid Canned Foods	<input type="checkbox"/> Curing									
<input type="checkbox"/> Shelf Stable Acidified Foods	<input type="checkbox"/> Dehydrating									
d.	Do you have a <u>HACCP Plan</u> ? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <i>Required for high hazard food processors such as smoking, curing, acidifying, dehydrating, thermally processing low acid foods, reduced oxygen packaging, etc.</i>									
e.	You are required to have a product coding system and a <u>recall plan</u> . Have you attached a copy of the coding system and recall procedures? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No									
<u>MOBILE RETAIL VENDOR SELLING SEAFOOD</u>										
a.	A list of products that you will be selling is required. Have you attached a copy of the list of products? <input type="checkbox"/> Yes <input type="checkbox"/> No									
b.	Provide names of suppliers where you will be purchasing your product:									
c.	Will <i>all</i> of your product be prepackaged? <input type="checkbox"/> Yes <input type="checkbox"/> No									
d.	Will another permitted food establishment (<u>commissary</u>) provide support to your facility? If yes, attach a copy of the <u>Commissary Agreement</u> . <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No									
<u>MACHINES VENDING POTENTIALLY HAZARDOUS FOODS</u>										
a.	Have you attached the label that will be affixed to the front of each machine with name, physical address, and phone number of the permitted food establishment servicing the machine? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No									
SECTION 4 – Food Managers Certification/Alaska Safe Food Worker Card										
a.	Have you attached a copy of a <u>Food Manager's Certification</u> ? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <i>The operator of a food establishment that serves and prepares unwrapped or unpackaged food, except for a bar, tavern, or limited food service, must have at least one Certified Food Protection Manager who is involved in the daily operations of the establishment.</i>									
b.	Does everyone who works or will work at the food establishment have a <u>Food Worker Card</u> ? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <i>An operator of a food establishment shall keep on file a copy of the Food Worker Card issued by the department for each employed food worker and make the copy available to the Department upon request.</i>									
I declare, under penalty of unsworn falsification, that this application (including any accompanying statements) has been examined by me and to the best of my knowledge and belief is true, correct, and complete. I agree to pay all fees before operating.										
Applicant's Signature	Date <u>7/10/22</u>									
Applicant's Printed Name	Title <u>Manager</u>									

State of Alaska
Department of Commerce, Community, and Economic Development
Corporations, Business, and Professional Licensing

Certificate of Organization

The undersigned, as Commissioner of Commerce, Community, and Economic Development of the State of Alaska, hereby certifies that a duly signed and verified filing pursuant to the provisions of Alaska Statutes has been received in this office and has been found to conform to law.

ACCORDINGLY, the undersigned, as Commissioner of Commerce, Community, and Economic Development, and by virtue of the authority vested in me by law, hereby issues this certificate to

Kachemak Cannabis, LLC



IN TESTIMONY WHEREOF, I execute the certificate and affix the Great Seal of the State of Alaska effective **May 20, 2022**.

A handwritten signature in black ink, appearing to read "Julie Sande".

Julie Sande
Commissioner



THE STATE of ALASKA

Department of Commerce, Community, and Economic Development
Division of Corporations, Business, and Professional Licensing
PO Box 110806, Juneau, AK 99811-0806
(907) 465-2550 • Email: corporations@alaska.gov
Website: corporations.alaska.gov

AK Entity #: 10196333
Date Filed: 05/20/2022
State of Alaska, DCCED

FOR DIVISION USE ONLY

Articles of Organization
Domestic Limited Liability Company

Web-5/20/2022 12:03:23 PM

1 - Entity Name

Legal Name: Kachemak Cannabis, LLC

2 - Purpose

Retail of miscellaneous goods and any other lawful purpose.

3 - NAICS Code

452990 - ALL OTHER GENERAL MERCHANDISE STORES

4 - Registered Agent

Name: Jana Weltzin

Mailing Address: 901 Photo Avenue, Second Floor, Anchorage, AK 99503

Physical Address: 901 Photo Avenue, Second Floor, Anchorage, AK 99503

5 - Entity Addresses

Mailing Address: PO Box 3226, Homer, AK 99603

Physical Address: 3585 East End Road, Suite #3, Homer, AK 99603

6 - Management

The limited liability company is managed by a manager.

7 - Officials

Table with 4 columns: Name, Address, % Owned, Titles. Row 1: Jana Weltzin, Organizer

Name of person completing this online application

This form is for use by the named entity only. Only persons who are authorized by the above Official(s) of the named entity may make changes to it. If you proceed to make changes to this form or any information on it, you will be certifying under penalty of perjury that you are authorized to make those changes, and that everything on the form is true and correct. In addition, persons who file documents with the commissioner that are known to the person to be false in material respects are guilty of a class A misdemeanor. Continuation means you have read this and understand it.

Name: Jana Weltzin



THE STATE
 of ALASKA

Department of Commerce, Community, and Economic Development
 Division of Corporations, Business, and Professional Licensing
 PO Box 110806, Juneau, AK 99811-0806
 (907) 465-2550 • Email: corporations@alaska.gov
 Website: corporations.alaska.gov

FOR DIVISION USE ONLY

Domestic Limited Liability Company
Initial Biennial Report

Entity Name: Kachemak Cannabis, LLC
Entity Number: 10196333
Home Country: UNITED STATES
Home State/Prov.: ALASKA
Physical Address: 3585 EAST END ROAD, SUITE #3,
 HOMER, AK 99603
Mailing Address: PO BOX 3226, HOMER, AK 99603

Registered Agent information cannot be changed on this form. Per Alaska Statutes, to update or change the Registered Agent information this entity must submit the Statement of Change form for this entity type along with its filing fee.

Name: Jana Weltzin
Physical Address: 901 PHOTO AVENUE, SECOND FLOOR,
 ANCHORAGE, AK 99503
Mailing Address: 901 PHOTO AVENUE, SECOND FLOOR,
 ANCHORAGE, AK 99503

Officials: The following is a complete list of officials who will be on record as a result of this filing.

- **Provide all officials and required information. Use only the titles provided.**
- **Mandatory Members:** this entity must have at least one (1) Member. A Member must own a %. In addition, this entity must provide all Members who own 5% or more of the entity. A Member may be an individual or another entity.
- **Manager:** If the entity is manager managed (per its articles or amendment) then there must be at least (1) Manager provided. A Manager may be a Member if the Manager also owns a % of the entity.

Full Legal Name	Complete Mailing Address	% Owned	Manager	Member
Jesse Sherwood	PO Box 3226, Homer, AK 99603	50	X	X
Amanda Piaskowski	PO Box 3226, Homere, AK 99603	50	X	X

If necessary, attach a list of additional officers on a separate 8.5 X 11 sheet of paper.

NAICS Code: 452990 - ALL OTHER GENERAL MERCHANDISE STORES

New NAICS Code (optional):

This form is for use by the named entity only. Only persons who are authorized by the above Official(s) of the named entity may make changes to it. If you proceed to make changes to this form or any information on it, you will be certifying under penalty of perjury that you are authorized to make those changes, and that everything on the form is true and correct. In addition, persons who file documents with the commissioner that are known to the person to be false in material respects are guilty of a class A misdemeanor. Continuation means you have read this and understand it.

Name: Jana Wel

**LIMITED LIABILITY COMPANY OPERATING AGREEMENT OF
KACHEMAK CANNABIS, LLC
an Alaska limited liability company**

THIS LIMITED LIABILITY COMPANY OPERATING AGREEMENT (this "*Agreement*") is entered into to be effective as of 7/8, 2022 (the "*Effective Date*"), by and among each of the persons listed on **Exhibit A** and executing this Agreement, or a counterpart thereof, as Members of KACHEMAK CANNABIS, LLC, an Alaska limited liability company (the "*Company*").

Section I - Formation; Name and Office; Purpose

1.1. *Formation.* Pursuant to the Alaska Revised Limited Liability Company Act, A.S. Sections 10.50.010 through 10.50.995, as amended (the "*Act*"), the parties have formed an Alaska limited liability company effective upon the filing of the Articles of Organization of this Company (the "*Articles*") with the State of Alaska Department of Commerce, Community, and Economic Development. The party has executed this Agreement to serve as the "*Operating Agreement*" of the Company, as that term is defined in A.S. section 10.50.095, and, subject to any applicable restrictions set forth in the Act, the business and affairs of the Company, and the relationships of the parties to one another, shall be operated in accordance with and governed by the terms and conditions set forth in this Agreement. By executing this Agreement, the Member certifies that those executing this Agreement constitute all of the Members of the Company at the time of its formation. The party agrees to execute all amendments of the Articles and do all filing, publication, and other acts as may be appropriate from time to time hereafter to comply with the requirements of the Act.

1.2. *Name and Known Place of Business.* The Company shall be conducted under the name of Kachemak Cannabis, LLC, and the known place of business of the Company shall be at 3585 East End Road, Suite #3, Homer, Alaska 99603, or such other place as the Managers may from time to time determine.

1.3. *Purpose.* The purpose and business of this Company shall be: (a) to own and operate a commercial marijuana retail facility and (b) any other lawful purpose as may be determined by the Members. The Company shall have the power to do any and all acts and things necessary, appropriate, or incidental in furtherance of such purpose as authorized by the Marijuana Control Board of Alaska (the "*MCBA*"), as promulgated under AS 17.38 *et seq.*, and 3 AAC 306.015 *et seq.*, as they may be amended, expanded, or modified from time to time (collectively, the "*Alaska Marijuana Governance*"), the terms and provisions of which are incorporated herein by this reference. If any provision of this Agreement is or later becomes in violation of Alaska Marijuana Governance or if the federal government takes any position inconsistent with those positions regarding the enforcement of federal law on marijuana in Alaska, then it shall, without any further action of the Members, be automatically amended to the minimum extent necessary to comply with such Alaska Marijuana Governance and such new federal government position.

1.4. *Treatment as a Partnership.* It is the intent of the Members that the Company shall always be operated in a manner consistent with its treatment as a partnership for federal income tax purposes, but that the Company shall not be operated or treated as a partnership for purposes of the federal Bankruptcy Code. It is the intent of the membership that taxation may be done in a manner consistent with guidance from tax professional advisers, which may be different than treatment as a partnership.

Section II - Definitions

Unless otherwise defined in this Agreement, the following terms set forth in this Agreement shall have the meanings set forth in this Section II:

“Act” means the Alaska Revised Limited Liability Company Act, A.S. Sections 10.50.010 through 10.50.995, as amended from time to time (or any corresponding provisions of succeeding law).

“Affiliate” means, with respect to any Member, any Person: (i) who is a member of the Member’s or Member’s Family; (ii) which owns more than ten percent (10%) of the voting or economic interests in the Member; (iii) in which the Member owns more than ten percent (10%) of the voting or economic interests; or (iv) in which more than ten percent (10%) of the voting or economic interests are owned by a person who has a relationship with the Member described in clause (i), (ii), or (iii) above.

“Capital Contribution” means the total amount of cash and the fair market value of any other assets contributed (or deemed contributed under Regulation Section 1.704- 1(b)(2)(iv)(d)) to the Company by a Member, net of liabilities secured by the contributed Property that the Company is considered to assume or take subject to under Section 752 of the Code. Capital contributions are to be repaid prior to any issuance of dividends or profit drawn from members.

“Cash Flow” means all cash funds derived from operations of the Company (including interest received on reserves), without reduction for any noncash charges, but fewer cash funds used to pay current operating expenses and to pay or establish reasonable reserves for future expenses, debt payments, capital improvements, and replacements as determined by the Members. Cash Flow shall be increased by the reduction of any reserve previously established.

“Cause” in context of a Member’s expulsion for Cause under this Agreement, means, without limiting at common law the generality of such word, that such Member: (i) has been has been convicted of a disqualifying crime identified in AS 17.38.200(i) and/or 3AAC306.010(d); (ii) has committed an act of fraud or dishonesty with respect to the Company or the business operations thereof; (iii) has engaged in misconduct that seriously injures the Company’s or its subsidiaries’ good will and is injurious to the Company; (iv) has willfully and persistently committed a material breach of this Agreement; (v) has engaged conduct constituting larceny, fraud, or theft; (vi) has been guilty of wrongful conduct that adversely and materially affects the business or affairs of the Company; or (vii) in the case of any Member, or any Person holding a “direct or indirect financial interest,” in such Member, such Person or Member becomes disqualified from participating in an Alaska recreational marijuana business in any capacity, or takes any action that is in violation of any Alaska statute or regulation that would result in the revocation or termination of the Company’s Licenses on an ongoing basis, including without limitation, revocation, rejection, suspension, denial, or cancellation, as finally determined by the MCBA, or other Alaska court or administrative agency with proper jurisdiction and authority on the issue. Such determination of Cause must be made in good faith by the Managers and be approved by the Members by Major Decision Special Majority, excluding the vote and Interest of the Member being expelled for Cause.

“Event of Withdrawal” means those events and circumstances listed in Section 10.50.220 and 10.50.225 of the Act provided, however, that following an Event of Withdrawal described in Section 10.50.220 and 10.50.225(4) of the Act the Member shall remain a Member until it ceases to exist as a legal entity.

“Family” means a Person’s spouse, lineal ancestor, or descendant by birth or adoption, sibling, and trust for the benefit of such Person or any of the foregoing.

“Fiscal Year” or “Annual Period” means the fiscal year of the Company, as determined under Section V.

“Interest” means a Member’s share of the Profits and Losses (and specially allocated items of

income, gain, and deduction) of, and the right to receive distributions from, the Company.

“*Involuntary Transfer*” shall include, without limitation, any Transfer of a Member’s Interest pursuant to any order of any court relating to any petition for divorce, legal separation, marital dissolution, annulment, or any guardianship, conservatorship, or other protective proceedings.

“*Managers*” shall have the meaning set forth under Section V.

“Major Decision”. For purposes of this Agreement, “Major Decision” means a decision by the Company to:

- (i) admit one or more additional or substitute Members;
- (ii) transfer all or substantially all of the assets of the Company;
- (iii) merge or convert the Company into any other entity;
- (iv) dissolve the Company;
- (v) cause the Company to seek protection from creditors under federal or state bankruptcy or insolvency laws;
- (vi) take any action, excluding regulatory compliance filings, submissions to Alaska Marijuana Control Board of Operating Plan Changes (known as MJ-15), or Premises Diagram Changes (known as MJ-14), with respect to any license held by the Company.
- (vii) purchase, receive, lease, or otherwise acquire, own, hold, improve, use, and otherwise deal in or with any real property, wherever situated;
- (viii) sell, convey, mortgage, pledge, create a security interest in, lease, exchange, transfer, and otherwise dispose of all or any part of any Company asset other than in the ordinary course;
- (ix) make guarantees, incur liabilities, borrow money, issue notes, or secure any of the obligations of the Company by mortgage or pledge of any assets of the Company;
- (x) approve any transaction involving an actual or potential conflict of interest between a Member or a Managers and the Company, including the approval of any Member Loan;
- (xi) make any capital expenditure in any single transaction in excess of Twenty-Five Thousand Dollars (\$25,000), except in cases of emergency (as determined by the Managers in good faith) where immediate action is needed to maintain or resume business operations in the ordinary course, or reoccurring payments in excess of Five Thousand Dollars (\$5,000), per month;
- (xii) make any capital call or require any additional Capital Contribution; or
- (xiii) vote any shares or interests in other entities in which Company holds an interest;
- (xiv) approval of the Annual Operating Budget, as defined under Section VI, below.
- (xv) make any amendment to this Operating Agreement.

The Members agree that Major Decisions can only be made by a Major Decision Special Majority vote.

“*Major Decision Special Majority*” shall mean consent of seventy-five (75%) percent of the Members’ Percentage Interest. For the avoidance of doubt, if a Major Decision does not receive approval by a Major Decision Special Majority vote, the Major Decision shall not be approved, and no Managers or members of the Company shall have the ability or authority to take action with respect to such Major Decision on behalf of the Company.

“*Majority of the Members*” means a vote of the Members holding not less than 51% of the Percentage Interests held by all Members.

“*Member*” means each Person signing this Agreement as a member and any Person who subsequently is admitted as a member of the Company in accordance with Section VI of this Agreement and agrees in writing to be bound to the terms and conditions of this Agreement.

“*Member Loan*” means a loan made by a Member to the Company for the benefit of the Company.

“*Percentage Interest*” means, as to a Member, the percentage set forth after the Member’s name on Exhibit A, as amended from time to time.

“*Person*” means and includes an individual, corporation, partnership, association, limited liability company, trust, estate, or other entity.

“*Property*” means all real and personal property (including cash) acquired by the Company, and any improvements thereto.

“*Transfer*” means, when used as a noun, any voluntary or involuntary sale, hypothecation, pledge, assignment, attachment, or other transfer, and, when used as a verb, means voluntarily or involuntarily to sell, hypothecate, pledge, assign, or otherwise transfer.

Section III - Capital Contributions

3.1. *Capital Contributions.*

3.1.1. *Initial Capital Contributions.* Upon the execution of this Agreement, the Members have or shall make contributions to the capital of the Company as set forth in Exhibit A attached hereto and by this reference made a part hereof.

3.1.2. *Additional Capital Contributions.* No Member shall be required to contribute any additional capital to the Company without unanimous consent, and no Member shall have any personal liability for any obligation of the Company.

3.2. *Withdrawal or Return of Capital Contributions.* Except as specifically provided in this Agreement, no Member shall have the right to withdraw or reduce the Capital Contributions he or she makes to the Company. Upon dissolution of the Company or liquidation of his or her interest in the Company, each Member shall look solely to the assets of the Company for the return of his or her Capital Contributions and, if the Company’s property remains after the payment or discharge of the debts, obligations, and liabilities of the Company is insufficient to return the Capital contributions of each Member, no Member shall have any recourse against the Company or any Member except for gross negligence, malfeasance, bad faith, or fraud.

3.3. *Form of Return of Capital.* Under circumstances requiring a return of any Capital Contributions, no Member shall have the right to receive property other than cash except as may be specifically provided herein.

3.4. *In the Event of Member Loans.* All Member Loans made pursuant to this Agreement and approved by a Major Decision Special Majority shall bear interest at the prime rate of interest as reported by *the Wall Street Journal - Western Edition* shall be unsecured and shall be repaid in full out of available funds of the Company before any distribution may be made to any Member. If more than one Member has made a Member Loan, repayment shall be made to each Member in proportion to the amount of principal each has advanced.

Section IV - Distributions

4.1. *Distributions.* Except as otherwise provided in this Agreement, distributions shall be made to the Members at such times and in such amounts as determined by the Managers. Distributions will be made to Members *pro rata*, in proportion to their Percentage Interests, after capital contributions have been repaid.

4.2. *General.*

4.2.1. *Form of Distribution.* In connection with any distribution, no Member shall have the right to receive Property other than cash except as may be specifically provided herein. If any assets of the Company are distributed in kind to the Members, those assets shall be valued on the basis of their fair market value, and any Member entitled to any interest in those assets shall receive that interest as a tenant-in-common with all other Members so entitled. Unless the Members otherwise agreed by a vote of the Majority of the Members, the fair market value of the assets shall be determined by an independent appraiser who shall be selected by the Managers.

4.2.2. *Withholding.* All amounts required to be withheld pursuant to Code Section 1446 or any other provision of federal, state, or local tax law shall be treated as amounts actually distributed to the affected Members for all purposes under this Agreement.

4.2.3. *Varying Interests; Distributions in Respect to Transferred Interests.* If any Interest is Transferred in compliance with the provisions of this Agreement, all distributions on or before the date of such Transfer shall be made to the transferor, and all distributions thereafter shall be made to the transferee. Solely for purposes of making distributions, and allocating Profits, Losses, and other items of income, gain, loss, and deduction pursuant to **Exhibit B** hereof, the Company shall recognize the Transfer not later than the end of the calendar month during which it is given notice of such, provided that if the Company does not receive a notice stating the date such Interest was Transferred and such other information as it may reasonably require within thirty (30) days after the end of the Fiscal Year during which the Transfer occurs, then all of such items shall be allocated, and all distributions shall be made, to the Person who, according to the books and records of the Company, on the last day of the Fiscal Year during which the Transfer occurs, was the owner of the Interest. Neither the Company nor any Member shall incur any liability for making allocations and distributions in accordance with the provisions of this Section, whether or not any Member or the Company has knowledge of any Transfer of ownership of Interest.

Section V - Management

5.1. *Management.* Subject to the rights under the Act or the provisions of this Agreement to approve certain actions, the business, and affairs of the Company shall be managed exclusively by its Managers. The exact number of Managers of the Company shall be two (2) until amended in accordance with this Agreement. The Members shall vote and select a Managers that will direct, manage, and control the business of the Company to the best of their ability and, subject only to those restrictions set forth in the Act or this Agreement, shall have full and complete authority, power, and discretion to make any and all decisions and to do any and all things which the Managers deem appropriate to accomplish the business and objectives of the Company, other than those decisions requiring a Major Decision Special Majority or a vote of the Members as required by the Act. Managers(s) shall be elected and removed by a vote of the Majority of the Members, and an election or removal of Managers may be held at any time, by a call of the majority percentage ownership, by providing proper written notice at least 14 days prior to election or removal. Any vacancy occurring in the position of Manager (whether caused by resignation, death, or otherwise) may be filled by the vote of the Majority of the Members. Each Member agrees not to incur any liability on behalf of the other Members or otherwise enter into any transaction or do anything which will subject the other Members to any liability, except in all instances as contemplated hereby.

5.2. *Certain Management Powers of the Managers.* Without limiting the generality of Section 5.1, and subject to all Major Decisions, the Managers shall have power and authority on behalf of the Company:

5.2.1. To manage the day-to-day business operations of the Company in accordance with this Agreement, the rules and regulations promulgated by the MCBA, and the Alaska Marijuana Governance;

5.2.2. In the ordinary course of business, to acquire property from and sell the property to any person as the Managers may determine;

5.2.3. Use credit facilities and borrow money for the Company from banks, other lending institutions, the Interest Holders, or Affiliates of the Interest Holders, on such terms as approved by the Managers, and in connection therewith, to hypothecate, encumber, and grant security interests in the assets of the Company to secure repayment of the borrowed sums. No debt or other obligation shall be contracted or liability incurred by or on behalf of the Company by the Member;

5.2.4. To purchase liability and other insurance to protect the Company's property and business;

5.2.5. Except for any Major Decision, to execute on behalf of the Company all instruments and documents, including, without limitation, checks, drafts, notes, and other negotiable instruments, mortgages, or deeds of trust, security agreements, financing statements, documents providing for the acquisition, mortgage, or disposition of the Company's property, assignments, bills of sale, leases, partnership agreements, and any other instruments or documents necessary, in the opinion of the Managers, to accomplish the purposes of the Company;

5.2.6. To employ accountants, legal counsel, managing agents, or other experts to perform services for the Company and compensate them from Company funds;

5.2.7. Except for any Major Decision, to enter into any and all other agreements on behalf of the Company, with any other person for any purpose, in such forms as the Managers may approve;

5.2.8. To do and perform all other acts as may be necessary or appropriate to accomplish

the purposes of the Company; and

5.2.9. To take such other actions as do not expressly require the consent of any Members under this Agreement.

Managers may act by a duly authorized attorney-in-fact. Unless authorized to do so by this Agreement, no Member, agent, or employee of the Company shall have any power or authority to bind the Company in any way, to pledge its credit, or to render it liable for any purpose.

5.3. *Duties of the Managers.* The Managers shall have all duties as set forth in the Act, including, without limitation, those duties set forth under AS § 10.50.135, as amended. Subject to AS § 10.50.140, the Managers shall not be required to manage the Company as the Managers' sole and exclusive function and the Managers may engage in other business and investment activities in addition to those relating to the Company. Neither the Company nor any Member shall have any right, solely by virtue of this Agreement or its relationship to a Member of the Company, to share or participate in any such other investments or activities of the Members or to the income or proceeds derived therefrom. Managers shall not have any obligation to disclose any such other investments or activities to the Members unless it actually or potentially adversely affects the business or property of the Company.

5.4. *Compensation and Expenses.* The Company may enter into management or employment contracts with one or more Member or Members or Persons Affiliated with the Member as approved by a Major Decision Special Majority.

5.5. *Books and Records.* At the expense of the Company, the Managers shall keep or cause to be kept complete and accurate books and records of the Company and supporting documentation of transactions with respect to the conduct of the Company's business. The books and records shall be maintained in accordance with the Act and sound accounting practices and kept at the Company's known place of business and such other location or locations as the Managers shall from time to time determine. At a minimum the Company shall keep at its known place of business the following records:

5.5.1. A current list of the full name and last known business, residence, or mailing address of each Member;

5.5.2. A copy of the initial Articles and all amendments thereto and restatements thereof;

5.5.3. Copies of the Company's federal, state, and local income tax returns, and reports, if any, for the three most recent fiscal years;

5.5.4. Copies of this Agreement and all amendments thereto or restatements hereof, including any prior operating agreements no longer in effect;

5.5.5. Copies of any documents relating to a Member's obligation to contribute cash, property, or services to the Company;

5.5.6. Copies of any financial statements of the Company for the three (3) most recent fiscal years; and

5.5.7. Copies of minutes of all meetings of the Members and all written consents obtained from Members for actions taken by Members without a meeting.

5.6. *Financial Accounting/Member Access to Books and Records.* In addition to the Annual

Operating Budget, the Managers shall prepare and make available a financial accounting of the Company no less than once every sixty (60) days. Within three (3) calendar days following written notice, which may be submitted in writing, via facsimile or electronic mail, each Member shall have the right, during normal business hours, to inspect and copy, at the Member's expense, the Company's books, and records.

5.7. *Reports.* Within seventy-five (75) days after the end of each Fiscal Year of the Company, the Members shall cause to be sent to each person who was a Member at any time during the Fiscal Year a complete accounting of the affairs of the Company for the Fiscal Year then ended. In addition, within seventy-five (75) days after the end of each Fiscal Year of the Company, the Members shall cause to be sent to each person who was a Member at any time during the Fiscal Year, the tax information concerning the Company which is necessary for preparing the Member's income tax returns for that year. At the request of any Member, and at the Member's expense, the Members shall cause an audit of the Company's books and records to be prepared by independent accountants for the period requested by the Member.

5.8. *Title to Company Property.*

5.8.1. Except as provided in Section 5.8.2, all real and personal property acquired by the Company shall be acquired and held by the Company in its name.

5.8.2. Ten (10) days after giving notice, the Managers may direct that legal title to all or any portion of the Company's property be acquired or held in a name other than the Company's name. Without limiting the foregoing, the Managers may cause title to be acquired and held any one Member's name or in the names of trustees, nominees, or straw parties for the Company. It is expressly understood and agreed that the manner of holding title to the Company's property (or any part thereof) is solely for the convenience of the Company and all of that property shall be treated as Company property. The notice to be given to the Members under this section shall identify the asset or assets to be titled outside of the Company name, the Person in whom the legal title is intended to vest, and the reason for the proposed transaction. If any Member provides written notice of an objection to the transaction before the expiration of the ten (10) day period, the transaction shall not be consummated except upon approval of a majority of the Members.

Section VI - Members

6.1. *Members.* The names and addresses of the Members, their initial Capital Contributions, and Percentage Interest, are set forth in **Exhibit A**, as amended from time to time. No Person shall become a Member unless and until they: (a) execute this Agreement (or a counterpart signature page to the Agreement); (b) tender to the Company the consideration for their Percentage Interest; (c) are approved as a Member by a Major Decision Special Majority; and (d) are approved as a Member of the Company by the MCBA in accordance with all Alaska Marijuana Governance, as applicable.

6.2. *Meetings.* Unless otherwise prescribed by the Act, meetings of the Members may be called, for any purpose or purposes, by a majority of the Members.

6.3. *Place of Meetings.* Whoever calls the meeting may designate any place, either within or outside the State of Alaska, as the place of meeting for any meeting of the Members.

6.4. *Notice of Meetings.* Except as provided in this Agreement, a written notice stating the date, time, and place of the meeting, and the purpose or purposes for which the meeting is called, shall be delivered not less than ten (10) nor more than fifty (50) days before the date of the meeting, either personally or by mail, electronic mail, facsimile, or overnight or next-day delivery services by or at the direction of the person or persons calling the meeting, to each Member entitled to vote at such meeting. If mailed, such notice shall be deemed to be delivered two (2) days after being deposited in the United States mail, postage prepaid, addressed to the Member at his or her address as it appears on the books of the Company. If transmitted by

way of electronic mail or facsimile, such notice shall be deemed to be delivered on the date of such electronic mail or facsimile transmission to the electronic mail address or fax number, if any, for the respective Member which has been supplied by such Member to the Company and identified as such Member's electronic mail address or facsimile number. If transmitted by overnight or next-day delivery, such notice shall be deemed to be delivered on the next business day after deposit with the delivery service addressed to the Member at his or her address as it appears on the books of the Company. When a meeting is adjourned to another time or place, notice need not be given of the adjourned meeting if the time and place thereof are announced at the meeting at which the adjournment is taken, unless the adjournment is for more than thirty (30) days. At the adjourned meeting the Company may transact any business which might have been transacted at the original meeting.

6.5. *Meeting of All Members.* If all of the Members shall meet at any time and place, including by conference telephone call, either within or outside of the State of Alaska, and consent to the holding of a meeting at such time and place, such meeting shall be valid without call or notice.

6.6. *Record Date.* For the purpose of determining Members entitled to notice of or to vote at any meeting of Members or any adjournment thereof, the date on which notice of the meeting is mailed shall be the record date for such determination of Members. When a determination of Members entitled to vote at any meeting of Members has been made as provided in this Section, such determination shall apply to any adjournment thereof, unless notice of the adjourned meeting is required to be given pursuant to Section 6.3.

6.7. *Quorum.* A Majority of the Members, represented in person or by proxy, shall constitute a quorum at any meeting of Members. Business may be conducted once a quorum is present.

6.8. *Voting Rights of Members.* Members shall be entitled to vote on any matter submitted to a vote. If all of an Interest is transferred to an assignee who does not become a Member, the Member from whom the Interest is transferred shall no longer be entitled to vote. No withdrawn Member shall be entitled to vote nor shall such Member's Interest be considered outstanding for any purpose pertaining to meetings or voting.

6.9. *Manner of Acting.* Unless otherwise provided in the Act, the Articles, or this Agreement, the affirmative vote of a majority of the Members at a meeting at which a quorum is present shall be the act of the Members.

6.10. *Proxies.* At all meetings of Members, a Member may vote in person or by proxy executed in writing by the Member or by a duly authorized attorney-in-fact. Such proxy shall be filed with the Company before or at the time of its exercise. No proxy shall be valid after eleven (11) months from the date of its execution unless otherwise provided in the proxy.

6.11. *Action by Members Without a Meeting.* Any action required or permitted to be taken at a meeting of Members may be taken without a meeting if the action is evidenced by one or more written consents describing the action taken, circulated to all the Members with an explanation of the background and reasons for the proposed action, signed by that percentage or number of the Members required to take or approve the action. Any such written consent shall be delivered to the Members of the Company for inclusion in the minutes or for filing with the Company records. Action taken by written consent under this Section shall be effective on the date the required percentage or number of the Members have signed and delivered the consent to all Members unless the consent specifies a different effective date. The record date for determining Members entitled to take action without a meeting shall be the date the written consent is circulated to the Members.

6.12. *Telephonic Communication.* Members may participate in and hold a meeting by means of conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other, and participation in such meeting shall constitute attendance and presence in person, except where the Member participates in the meeting for the express purpose of objecting to the transaction of any business on the ground the meeting is not lawfully called or convened.

6.13. *Waiver of Notice.* When any notice is required to be given to any Member, a waiver thereof in writing signed by the Person entitled to such notice, whether before, at, or after the time stated therein, shall be equivalent to the giving of such notice.

6.14. *Budget.* The Managers shall, within ninety (90) days of the complete execution of this Agreement, and on or before December 15 in each calendar year thereafter, deliver to the Members for approval by a Major Decision Special Majority, an estimated annual operating budget for the Company for the next calendar year (the "Annual Operating Budget") which shall set forth an estimate, on a monthly basis, of Company revenue and expenses, together with an explanation of anticipated changes to any charges, rates, expenses and positions, non-wage cost increases, the proposed methodology and formula employed by the Managers, and all other factors differing from the then-current calendar year. The Annual Operating Budget shall be accompanied by a narrative description of operating objectives and assumptions. If the Members do not approve of an Annual Operating Budget in total, it shall do so, to the extent practicable, on a line-item basis. The Managers and the Members shall cooperate to resolve disputed items, provided if a part of, or the total, Annual Operating Budget is not approved by the Members by a Major Decision Special Majority within thirty (30) days of the Managers' transmission of such Annual Operating Budget to the Members, the Managers shall operate under the expired Annual Operating Budget, on a line-item basis, until a new Annual Operating Budget is approved. The Managers shall obtain the prior written approval of a Major Decision Special Majority for any Company expenditure which will, or is reasonably expected to, result in a material variation to the Annual Operating Budget for the applicable calendar year or is materially outside the scope of any item set forth on the Annual Operating Budget.

Section VII - Transfers and Withdrawals

7.1. *Transfers.* Except as otherwise provided in this Section VII no Member may, voluntarily or involuntarily, Transfer all, or any portion of, a Member's Interest without the prior written consent of a Major Decision Special Majority, which consent may be withheld in the Members' sole and absolute discretion. In addition, such Transfer must receive the express written approval of the MCBA, or other Alaska court or administrative agency with proper jurisdiction and authority on the issue, after filing any and all necessary forms for such transfer in compliance with Alaska Marijuana Governance. Each Member hereby acknowledges the reasonableness of this prohibition in view of the purposes of the Company and the relationship of the Members. The Transfer of any Interest in violation of the prohibitions contained in this Section VII shall be deemed invalid, null, and void, and of no force or effect. Any person to whom any Interest is attempted to be transferred in violation of this Section shall not be entitled to vote on matters coming before the Members, participate in the management of the Company, act as an agent of the Company, receive allocations or distributions from the Company, or have any other membership rights in or with respect to the Interest.

7.2. *Deemed Transfer.* In addition to the foregoing, each of the following shall be deemed a "Transfer" and shall be subject to Section 7.1:

7.2.1. *Involuntary Transfer.* Any Involuntary Transfer;

7.2.2. *Bankruptcy and Related Events.* Filing of a voluntary petition in bankruptcy or involuntary petition in bankruptcy by a Member pursuant to Chapters 7, 11, or 13 of the U.S. Bankruptcy

Code, unless such a petition is denied or dismissed within thirty (30) days after filing in the case of a voluntary petition or within ninety (90) days after filing in the case of an involuntary petition; the entry of an order of relief in bankruptcy of a Member; the assignment by a member of all or a portion of their Interests for the benefit of creditors; the appointment of a receiver or trustee for a member's property; or the attachment of an Interest which is not released within thirty (30) days;

7.2.3 *Attachment and Security Interest.* Any portion of an Interest of a Member becomes subject to any attachment, levy, execution, or other judicial seizure, or any lien, encumbrance, or security interest;

7.2.4. *Voluntary Withdrawal.* A Member voluntarily withdraws by giving all Members thirty (30) days prior written notice, and a majority of the remaining Members approves such voluntary withdrawal;

7.2.5. *Involuntary Withdrawal.* An Event of Withdrawal occurs, as defined in this Agreement;

7.2.6. *Death.* Upon the transfer of any portion of an Interest in the Company as a result of death, whether to any heir, devisee, beneficiary, third-party, person, trust, or estate;

7.2.7. *Expulsion.* Any Member is expelled from the Company for Cause.

7.3. *Transfer.* Upon the Transfer or deemed Transfer of any portion of an Interest under Section 7.2, the holder of such Interest shall become an "assignee" in accordance with this Agreement and the Act, with no voting rights, notice rights, rights to information, or other rights as a Member of any kind.

7.4. *Option of Company.* Upon the Transfer or deemed Transfer of any portion of an Interest under Section 7.2:

7.4.1. *Perpetual Option.* The Company shall automatically have the perpetual option to purchase and redeem all or any portion of the Interest in the manner as provided for in Section 7.4. In the event, that the Company exercises its option to purchase the Interest pursuant to Section 7.4.2, the Company shall, within ninety (90) days, distribute to the Member whose Interest is being purchased (the "Transferring Holder"), or such holder's estate, the net taxable income allocable to such Transferring Holder's Interest for the portion of the taxable year prior to the transfer date, if any.

7.4.2. *Exercise of Option; Notice.* In the event the Company wishes to exercise its option pursuant to Section 7.4.1, the Company shall deliver to the Transferring Holder written notification ("Notice"), by email to the Transferring Holder's email address, certified mail, or personal delivery, of its intention to so exercise its option to purchase and redeem the Transferring Holder's Interest. The value of such Transferring Holder's Interest shall be determined in accordance with Section 7.4.3 and Exhibit C and shall be distributed in accordance with Section 7.4.4.

7.4.3. *Valuation of Interest.*

7.4.3.1. *Purchase of Transferring Holder's Interest.* Unless otherwise agreed between the Company and the Transferring Holder, for purposes of determining the purchase price to be paid for a Transferring Holder's Interest, it is hereby agreed that a Transferring Holder's Interest shall be purchased and redeemed for an amount equal to the Purchase Price, as defined below, based on the Transferring Holder's Percentage Interest in the Company, subject to standard discounts for lack of marketability and lack of control, if applicable. Upon delivery of the Subordinated Promissory Note (as defined below) to the Transferring

Holder, the Transferring Holder's Interest shall have been redeemed by the Company pursuant hereto, without any further action by the Transferring Holder, the Company, or any other Member.

7.4.4 *Purchase Price.* The Purchase Price of a Transferring Holder's Interest shall be as follows:

7.4.4.1. Where the redemption of a Transferring Holder's Interest is due to a Transfer event described in Section 7.2.1 through 7.2.6, then the Purchase Price shall be either: (a) the fair market value of the Company as mutually agreed upon by the Company and the Transferring Holder (or such Transferring Holder's representative) in good faith, multiplied by the Transferring Holder's Percentage Interest, subject to standard discounts for lack of marketability and lack of control, if applicable; or (b) if no agreement can be reached, the fair market value of the Company (as determined by an Appraiser, selected pursuant to Exhibit C), multiplied by the Transferring Holder's Percentage Interest, subject to standard discounts for lack of marketability and lack of control, if applicable; or

7.4.4.2. Where the redemption of a Transferring Holder's Interest is due to a Transferring Holder's Transfer event under Section 7.2.7 or 7.2.8, then the Purchase Price shall be the fair market value of the Transferring Holder's Percentage Interest as determined in accordance with the provisions of Section 7.4.4.1, above, less fifty percent (50%) of such fair market value; provided, however, that such amount shall then be less (and offset by) the aggregate amount of damages, liabilities, losses or other expenses incurred by the Company due to such Transferring Holder's actions constituting Cause or such Transferring Holder's breach, as applicable, and including fees and legal expenses incurred in the purchase of such Transferring Holder's Interest.

7.5. *Terms of Payment.* Unless otherwise mutually agreed in writing by the Company and the Transferring Holder, after the Purchase Price has been established in accordance with Section 7.4.3, as applicable, the Company shall pay the Purchase Price, together with the principal amount of any loan outstanding to the Transferring Holder, or such Transferring Holder's estate, whose interest is being purchased, as follows: the value of the Transferring Holder's Interest shall be paid with a minimum of twenty percent (20%) down within thirty (30) days of the date the Purchase Price is established in accordance with Section 7.4.3, and the balance of eighty percent (80%) shall be made payable pursuant to an unsecured Subordinated Promissory Note, made by the Company in favor of the Transferring Holder, payable over sixty (60) months, beginning the first day of the first month following the down payment. In no event shall there be any prepayment penalty in the event the Company wishes to pay the amount due hereunder prior to the expiration of the term of the Subordinated Promissory Note. In each instance, interest shall be computed and paid on the balance owing at the prime rate charged by the Company's banking institution. The promissory notes described herein shall be expressly subordinated to all senior debt, pre-existing or hereafter existing debt to financial institutions or lessors in connection with commercial loans, credit arrangements, equipment financings, leases, or similar transactions. If the Company is sold (whether via a change in control or otherwise) or liquidated following the purchase of a Transferring Holder's Interest, the installment obligation shall be immediately due and owing.

7.6. *Transferee Not a Member.* The attempted transfer or assignment of a Member's Interest shall not result in any transferee or assignee becoming a Member of the Company unless the transferee or assignee is admitted as a Member pursuant to this Agreement, and the transferee or assignee shall only be entitled to receive, to the extent transferred, the share of distributions, including distributions representing the return of contributions, and the allocation of Profits and Losses (and other items of income, gain, or deduction), to which the Member would have otherwise been entitled with respect to the Member's Interest. The transferee or assignee shall have no rights as a Member or any other right to participate in the management of the business and affairs of the Company or any right to become a Member unless admitted by a Major Decision Special Majority.

7.7. *Substitute Members.* Notwithstanding any provision of this Agreement to the contrary, an assignee of a Member may only be admitted as a substitute Member upon the written consent of a Major Decision Special Majority, which consent may be withheld in the Members' sole and absolute discretion.

7.8. *Additional Members.* The Company shall not issue additional Interests after the date of formation of the Company without the written consent or approval of a Major Decision Special Majority, which consent may be withheld in the Members' sole and absolute discretion.

7.9. *Expenses.* Expenses of the Company or of any Member occasioned by transfers of Interests shall be reimbursed to the Company or Member, as the case may be, by the transferee.

Section VIII - Dissolution and Termination

8.1. *Dissolution.*

8.1.1. *Events of Dissolution.* The Company will be dissolved upon the occurrence of any of the following events:

8.1.1.1. Upon the written consent of a Major Decision Special Majority;

8.1.1.2. Upon the entry of a decree of dissolution under Section 10.50.405 of the Act or an administrative dissolution under Section 10.50.408 of the Act;

8.1.1.3. Upon the sale or other disposition of all or substantially all of the Company's assets and receipt by the Company of the proceeds therefrom; or

8.1.1.4. Upon the occurrence of an Event of Withdrawal of the last remaining Member unless within ninety (90) days all assignees of Interests in the Company consent in writing to admit at least one member to continue the business of the company.

8.2. *Continuation.* An Event of Withdrawal with respect to a Member shall not cause dissolution, and the Company shall automatically continue following such an Event of Withdrawal.

8.3. *Distributions and Other Matters.* The Company shall not terminate until its affairs have been wound up and its assets distributed as provided herein. Promptly upon the dissolution of the Company, the Members shall cause to be executed and file a Notice of Winding Up with the Alaska Department of Commerce, Community, and Economic Development, and will liquidate the assets of the Company and apply and distribute the proceeds of such liquidation, or distribute the Company's assets in kind, as follows and in the following order:

8.3.1. *Ordinary Debts.* To the payment of the debts and liabilities of the Company, including debts owed to Members, in the order of priority provided by law; provided that the Company shall first pay, to the extent permitted by law, liabilities with respect to which any Member is or may be personally liable;

8.3.2. *Reserves and Distributions.* To the setting up of such reserves as the Members may deem reasonably necessary for any contingent or unforeseen liabilities or obligations of the Company arising out of or in connection with the Company business;

8.3.3. *Remainder.* The balance of the proceeds shall be distributed to the Members in accordance with the positive balance in their Capital Accounts, determined as though all of the Company assets were sold for cash at their fair market value as of the date of distribution. Any such distributions shall be made in accordance with the timing requirements of Treasury Regulation Section 1.704-1(b)(2)(ii)(b)(2).

8.4. *Deficit Capital Accounts.* Notwithstanding anything to the contrary in this Agreement, if any Member's Capital Account has a deficit balance (taking into account all contributions, distributions, and allocations for the year in which a liquidation occurs), the Member shall not be obligated to make any contribution to the capital of the Company and the negative balance of such Member's Capital Account shall not be considered a debt owed by the Member to the Company or to any other person for any purpose whatsoever.

8.5. *Rights of Members—Distributions of Property.* Except as otherwise provided in this Agreement, each Member shall look solely to the assets of the Company for the return of his or her Capital Contribution and shall have no right or power to demand or receive property other than cash from the Company. No Member shall have priority over any other Member for the return of his or her Capital Contributions, distributions, or allocations.

8.6. *Articles of Termination.* When all the assets of the Company have been distributed as provided herein, the Members shall cause to be executed and filed Articles of Termination as required by the Act.

Section IX - Other Interests of a Member

Any Member may engage in or possess interests in other business ventures of every nature and description, independently or with others. Neither the Company nor any Member shall have any right to any independent ventures of any other Member or to the income or profits derived therefrom. The fact that a Member, a member of his or her family, or an Affiliate is employed by, or owns, or is otherwise directly or indirectly interested in or connected with, any person, firm, or corporation employed or retained by the Company to render or perform services, including without limitation, management, contracting, mortgage placement, financing, brokerage, or other services, or from whom the Company may buy property or merchandise, borrow money, arrange to finance, or place securities, or may lease real property to or from the Company, shall not prohibit the Company from entering into contracts with or employing that person, firm, or corporation or otherwise dealing with him or it, and neither the Company nor any of the Members as such shall have any rights in or to any income or profits derived therefrom.

Section X - Indemnity

10.1. *Indemnity Rights.* The Company shall indemnify, defend and hold harmless each member who was or is a party or is threatened to be made a party to any threatened, pending, or completed action, suit, or proceeding, whether civil, criminal, administrative, or investigative, by reason of his or her actions as a Member or by reason of his or her acts while serving at the request of the Company as a director, officer, employee, or agent of another corporation, partnership, joint venture, trust, or other enterprises, against expenses, including attorneys' fees, and against judgments, fines, and amounts paid in settlement actually and reasonably incurred by him or her in connection with such action, suit, or proceeding, provided that the acts of such Member were not committed with gross negligence or willful misconduct, and, with respect to any criminal action or proceeding, such Member had no reasonable cause to believe his or her conduct was unlawful. The termination of any action, suit, or proceeding by judgment, order, settlement, or conviction, or upon a plea of no contest or its equivalent, shall not, in and of itself, create a presumption that the Member acted with gross negligence or willful misconduct, or with respect to any criminal action or proceeding, had reasonable cause to believe that his or her conduct was unlawful.

10.2. *Notice and Defense.* Any Member who is or may be entitled to indemnification shall give timely written notice to the Company, the Members that a claim has been or is about to be made against him or her, shall permit the Company to defend him or her through legal counsel of its own choosing, and shall cooperate with the Company in defending against the claim. The Member shall have the sole power and authority to determine the terms and conditions of any settlement of the claim.

10.3. *Other Sources.* The indemnification provided for herein shall apply only in the event, and to the extent that, the person is not entitled to indemnification, or other payment, from any other source (including insurance), and the Company's indemnity obligations hereunder shall be in excess of any indemnification or other payment provided by such other source.

10.4. *Survival.* The indemnification provided for herein shall continue as to a person who has ceased to be a Member and shall inure to the benefit of the heirs, executors, and administrators of such person.

Section XI - Miscellaneous

11.1. *Notices.* Any notice, demand, offer, or other communication which any person is required or may desire to give to any other person shall be delivered in person or by United States mail, electronic mail, facsimile, or overnight or next-day delivery service. If mailed, such notice shall be deemed to be delivered two (2) days after being deposited in the United States mail, postage prepaid, addressed to the person at his or her address as it appears on the books of the Company. If transmitted by way of electronic mail or facsimile, such notice shall be deemed to be delivered on the date of such electronic mail or facsimile transmission to the electronic mail address or facsimile number, if any, for the person which has been supplied by such person and identified as such person's electronic mail address or facsimile number. If transmitted by overnight or next-day delivery, such notice shall be deemed to be delivered on the next business day after deposit with the delivery service addressed to the person at his or her address as it appears on the books of the Company.

11.2. *Bank Accounts.* All funds of the Company shall be deposited in a bank account or accounts opened in the Company's name. The Managers shall determine the institution or institutions at which the accounts will be opened and maintained, the types of accounts, and the Persons who will have authority with respect to the accounts and the funds therein.

11.3. *Severability.* The parties intend that this Agreement be enforced to the greatest extent permitted by applicable law. Therefore, if any provision of this Agreement, on its face or as applied to any person or circumstance, is or becomes unenforceable to any extent, the remainder of this Agreement and the application of that provision to other persons or circumstances, or to any other extent, will not be impaired.

11.4. *Governing Law; Parties in Interest; Attorneys' Fees.* This Agreement will be governed by and construed according to the laws of the State of Alaska without regard to conflicts of law principles and will bind and inure to the benefit of the heirs, successors, assigns, and personal representatives of the parties. Unless otherwise agreed, if any litigation or other dispute resolution proceeding is commenced between parties to this Agreement to enforce or determine the rights or responsibilities of such parties, the prevailing party, or parties in any such proceeding will be entitled to receive, in addition to such other relief as may be granted, its reasonable attorneys' fees, expenses, and costs incurred preparing for and participating in such proceeding.

11.5. *Execution in Counterparts.* This Agreement may be executed in counterparts, all of which taken together shall be deemed one original.

11.6. *Titles and Captions.* All article, section, or paragraph titles or captions contained in this Agreement are for convenience only and are not deemed part of the context thereof.

11.7. *Pronouns and Plurals.* All pronouns and any variations thereof are deemed to refer to the masculine, feminine, neuter, singular, or plural as the identity of the person or persons may require.

11.8. *Waiver; Waiver of Action for Partition.* No right or obligation under this Agreement will be deemed to have been waived unless evidenced by a writing signed by the party against whom the waiver is asserted, or its duly authorized representative. Any waiver will be effective only with respect to the specific instance involved and will not impair or limit the right of the waiving party to insist upon strict performance in any other instance, in any other respect, or at any other time. Each of the Members irrevocably waives any right that he or she may have to maintain any action for partition with respect to any of the Company Property.

11.9. *Entire Agreement.* This Agreement and all Exhibits attached hereto collectively contain the entire understanding between the parties and supersede any prior understandings and agreements between or among them with respect to the subject matter hereof.

11.10. *Estoppel Certificate.* Each member shall, within ten (10) days after written request by any Member or the Members, deliver to the requesting Person a certificate stating, to the Member's knowledge, that: (a) this Agreement is in full force and effect; (b) this Agreement has not been modified except by any instrument or instruments identified in the certificate; and (c) there is no default hereunder by the requesting Person, or if there is a default, the nature and extent thereof.

Section XII – Arbitration

If the parties are unable to resolve any dispute arising out of this Agreement either during or after its term informally, including the question as to whether any particular matter is arbitrable, the parties agree to submit the matter to binding arbitration. In the event the parties have not agreed upon an arbitrator within twenty (20) days after either party has demanded arbitration, either party may file a demand for arbitration with an Alaska regional office of the American Arbitration Association (“AAA”) and a single arbitrator shall be appointed in accordance with the then-existing Commercial Arbitration Rules of the AAA. At all times during arbitration, the arbitrator shall consider that the purpose of arbitration is to provide for the efficient and inexpensive resolution of disputes, and the arbitrator shall limit discovery whenever appropriate to ensure that this purpose is preserved. The dispute between the parties shall be submitted for determination within sixty (60) days after the arbitrator has been selected. The decision of the arbitrator shall be rendered within thirty (30) days after the conclusion of the arbitration hearing. The decision of the arbitrator shall be in writing and shall specify the factual and legal basis for the decision. Upon stipulation of the parties, or upon a showing of good cause by either party, the arbitrator may lengthen or shorten the time periods set forth herein for conducting the hearing or for rendering a decision. The decision of the arbitrator shall be final and binding upon the parties. Judgment to enforce the decision of the arbitrator, whether for legal or equitable relief, may be entered in any court having jurisdiction thereof, and the parties hereto expressly and irrevocably consent to the jurisdiction of the Alaska Courts for such purpose. The arbitrator shall conduct all proceedings pursuant to the then-existing Commercial Arbitration Rules of the AAA, to the extent such rules are not inconsistent with the provisions of this Article III. The AAA Uniform Rules of Procedure shall not apply to any arbitration proceeding relating to the subject matter or terms of the documents. In the event a dispute is submitted to arbitration pursuant to this Section, the prevailing party shall be entitled to the payment of its reasonable attorneys' fees and costs, as determined by the arbitrator. Each of the parties shall keep all disputes and arbitration proceedings strictly confidential, except for disclosures of information required by applicable law or regulation.

Section XIV – Representation -

The parties all acknowledge that the JDW, LLC (“Firm” and/or “Counsel”), prepared this Agreement as a courtesy, but that currently the Firm only represents Manager Member Jesse Sherwood. In the event the Company desires to engage the Firm to represent the Company and its subsidiaries in the near future, all members agree and have been advised of the following:

The Firm representation of the Company, its subsidiaries, and Jesse Sherwood (a Member / Manager) in their respective individual capacities creates conflicts of interests;

The Members hereby are advised by the Firm that conflicts may exist among the Company, the subsidiaries, and/or Members’ and/or Managers’ individual interests;

The Members hereby are advised by Counsel to seek the advice of independent counsel;

The Members are afforded and encouraged to seek the advice of independent counsel;

The Members have received no representations from Counsel or Firm about this Agreement, including without limitation, the tax consequences of this Agreement;

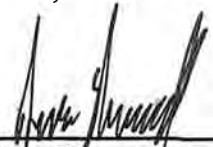
The Members are hereby advised by Counsel that this Agreement may have tax consequences;

The Members hereby are advised by Counsel to seek the advice of independent tax counsel; and

The Members have had the opportunity to seek the advice of independent tax counsel.

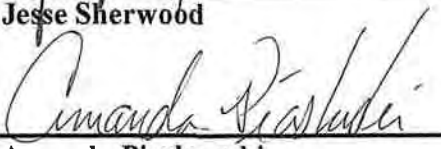
The Members hereby agree and understand that if the Company and its subsidiaries engage the Firm as counsel, then the Members will need to consent to the Firm’s joint representation of the Company, its subsidiaries, and Jesse Sherwood (a Member / Manager) and are greatly encouraged to seek independent legal counsel prior to waiving said conflicts, consistent with Alaska’s RPC 1.13(g), RPC 1.6 and RPC 1.7.

IN WITNESS WHEREOF, the Members and the Managers have executed this Operating Agreement, effective as of the date first set forth above.

By: 

Jesse Sherwood

Date: 7-8-22

By: 

Amanda Piaskowski

Date: 7/10/22

EXHIBIT A

Members, Capital Contributions, and Interest

	<u>Full Required Contribution</u>	<u>Paid Contribution</u>	<u>Total Remaining</u>	<u>Percentage Ownership</u>
Jesse Sherwood	\$TBD	\$TBD	\$TBD	50.0%
Amanda Piaskowski	\$TBD	\$TBD	\$TBD	50.0%
TOTALS:	\$TBD	\$TBD	\$TBD	100%

EXHIBIT B

Tax Matters

1. *Definitions.* The capitalized words and phrases used in this **Exhibit B** shall have the following meanings:

1.1. “*Adjusted Book Value*” means with respect to Company Property, the Property’s Initial Book Value with the adjustments required under this Agreement.

1.2. “*Adjusted Capital Account Deficit*” means, with respect to any Member, the deficit balance, if any, in the Member’s Capital Account as of the end of the relevant Fiscal Year, after giving effect to the following adjustments:

1.2.1. the Capital Account shall be increased by the amounts which the Member is obligated to restore under this Agreement or is deemed obligated to restore pursuant to Regulation Sections 1.704-2(g)(1) and (i)(5) (i.e., the Member’s share of Minimum Gain and Member Minimum Gain); and

1.2.2. the Capital Account shall be decreased by the items described in Regulation Sections 1.704-1(b)(2)(ii)(d)(4), (5) and (6).

This definition of Adjusted Capital Account Deficit is intended to comply with Section 1.704-1(b)(2)(ii)(d) of the Treasury Regulations and shall be interpreted and applied in a manner consistent with that Regulation.

1.3. “*Capital Account*” means the account maintained by the Company for each Member in accordance with the following provisions:

1.3.1. A Member’s Capital Account shall be credited with the amount of money contributed by the Member to the Company; the fair market value of the Property contributed by the Member to the Company (net of liabilities secured by such contributed Property that the Company is considered to assume or take subject to under Section 752 of the Code); the Member’s allocable share of Profit and items of income and gain; and the amount of Company liabilities that are assumed by the Member under Regulation Section 1.704-1(b)(2)(iv)(c);

1.3.2. A Member’s Capital Account shall be debited with the amount of money distributed to the Member; the fair market value of any Company property distributed to the Member (net of liabilities secured by such distributed Property that the Member is considered to assume or take subject to under Section 752 of the Code); the Member’s allocable share of Loss and items of deduction; and the number of the Member’s liabilities that are assumed by the Company under Regulation Section 1.704-1(b)(2)(iv)(c);

1.3.3. If Company Property is distributed to a Member, the Capital Accounts of all Members shall be adjusted as if the distributed property had been sold in a taxable disposition for the gross fair market value of such property on the date of distribution (taking into account Section 7701 of the Code) and the Profit or Loss from such disposition allocated to the Members as provided in this **Exhibit B**.

1.3.4. If money or other property (other than a *de minimis* amount) is (a) contributed to the Company by a new or existing Member in exchange for an interest in the Company; or (b) distributed by the Company to retiring or continuing Member as consideration for an interest in the Company; then, if the Members deem such an adjustment to be necessary to reflect the economic interests of the Members, the

Book Value of the Company's Property shall be adjusted to equal its gross fair market value on such date (taking into account Section 7701(g) of the Code) and the Capital Accounts of all Members shall be adjusted in the same manner as if all the Company Property had been sold in a taxable disposition for such amount on such date and the Profit or Loss allocated to the Members as provided in this **Exhibit B**.

1.3.5. To the extent an adjustment to the tax basis of any Company asset pursuant to Code Section 734(b) or Code Section 743(b) is required, pursuant to Regulation Section 1.704-1(b)(2)(iv)(m), to be taken into account in determining Capital Accounts, the Book Value of the Company's Property and the Capital Account of the Members shall be adjusted in a manner consistent with the manner in which the Capital Accounts are required to be adjusted pursuant to that Section of the Regulations.

1.3.6. If any Interest is transferred pursuant to the terms of this Agreement, the transferee shall succeed to the Capital Account of the transferor to the extent the Capital Account is attributable to the transferred interest. It is intended that the Capital Accounts of all Members shall be maintained in compliance with the provisions of Regulation Section 1.704-1(b), and all provisions of this Agreement relating to the maintenance of Capital Accounts or the Adjusted Book Value of Company Property shall be interpreted and applied in a manner consistent with that Section of the Regulations.

1.4. "*Code*" means the Internal Revenue Code of 1986, as amended, or any corresponding provision of any succeeding law.

1.5. "*Company Minimum Gain*" has the meaning set forth in Regulation Section 1.704-2(b)(2) for "partnership minimum gain."

1.6. "*Initial Book Value*" means, with respect to Property contributed to the Company by a Member, the Property's fair market value at the time of contribution and, with respect to all other property, the Property's adjusted basis for federal income tax purposes at the time of acquisition.

1.7. "*Member Nonrecourse Debt*" has the meaning set forth in Section 1.704-2(b)(4) of the Treasury Regulations for "partner nonrecourse debt."

1.8. "*Member Nonrecourse Debt Minimum Gain*" has the meaning set forth in Regulation Section 1.704-2(i) for "partner nonrecourse debt minimum gain."

1.9. "*Member Nonrecourse Deductions*" has the meaning set forth in Regulation Section 1.704-2(i) for "partner nonrecourse deductions."

1.10. "*Nonrecourse Deductions*" has the meaning set forth in Regulation Section 1.704-2(b)(1). The number of Nonrecourse Deductions shall be determined according to the provisions of Regulation Section 1.704-2(c).

1.11. "*Nonrecourse Liability*" has the meaning set forth in Regulation Section 1.704-2(b)(3).

1.12. "*Profit*" and "*Loss*" means, for each Fiscal Year of the Company (or another period for which Profit or Loss must be computed), the Company's taxable income or loss determined in accordance with Code Section 703(a), with the following adjustments:

1.12.1. All items of income, gain, loss, deduction, or credit required to be stated separately pursuant to Code Section 703(a)(1) shall be included in computing taxable income or loss;

1.12.2. Any tax-exempt income of the Company, not otherwise taken into account in computing Profit or Loss, shall be included in computing Profit or Loss;

1.12.3. Any expenditures of the Company described in Code Section 705(a)(2)(B) (or treated as such pursuant to Regulation Section 1.704-1(b)(2)(iv)(i)) and not otherwise taken into account in computing Profit or Loss, shall be included in computing Profit or Loss;

1.12.4. If the Adjusted Book Value of Company Property differs from its adjusted basis for federal income tax purposes, then gain or loss resulting from any taxable disposition of Company property shall be computed by reference to the Adjusted Book Value of the Property disposed of rather than the adjusted basis of the property for federal income tax purposes;

1.12.5. If the Adjusted Book Value of Company Property differs from its adjusted basis for federal income tax purposes, then in lieu of the depreciation, amortization, or cost recovery deductions allowable in computing taxable income or loss, the depreciation, amortization (or other cost recovery deduction) shall be an amount that bears the same ratio to the Adjusted Book Value of such Property as depreciation, amortization (or other cost recovery deduction) computed for federal income tax purposes for such period bears to the adjusted tax basis of such Property. If the Property has a zero adjusted tax basis, the depreciation, amortization (or other cost recovery deduction) of such Property shall be determined under any reasonable method selected by the Company; and

1.12.6. Any items that are specially allocated pursuant to Sections 2.3 and 2.4 hereof shall not be taken into account in computing Profit or Loss.

1.13. “Treasury Regulations” or “Regulations” means the income tax regulations, including any temporary regulations, promulgated under the Code as such regulations may be amended from time to time (including corresponding provisions of succeeding regulations).

2. *Allocations.* After making any special allocations contained in Section 2.5, remaining Profits and Losses shall be allocated for any Fiscal Year in the following manner:

2.1. *Profits.*

2.1.1. First, Profits shall be allocated among the Members in proportion to the cumulative Losses previously allocated to the Member under Section 2.2.3 until the cumulative Profits allocated to each Member under this subparagraph equal the cumulative Losses previously allocated to each Member under Section 2.2.3;

2.1.2. Second, Profits shall be allocated proportionately among the Members until the cumulative Profits allocated to each Member under this subparagraph equal the cumulative Priority Return each Member has received through the end of the Fiscal Year plus Losses, if any, allocated to the Member under Section 2.2.2; and

2.1.3. Third, Profits shall be allocated to the Members in accordance with their Percentage Interests.

2.2. *Losses.*

2.2.1. First, Losses shall be allocated to the Members in proportion to the cumulative Profits previously allocated to the Members under Section 2.1.3 until the cumulative Losses allocated pursuant to this subparagraph to each Member are equal to the cumulative Profits previously allocated to each Member under Section 2.1.3.

2.2.2. Second, Losses shall be allocated to the Members in proportion to the cumulative Profits previously allocated to the Members under Section 2.1.2 until the cumulative Losses allocated pursuant to this subparagraph to each Member are equal to the cumulative Profits previously allocated to each Member under Section 2.1.2; and

2.2.3. Third, Losses shall be allocated to the Members in accordance with their Percentage Interests.

2.3. *Loss Limitations.*

2.3.1. *Adjusted Capital Account Deficit.* No Losses shall be allocated to any Member pursuant to Section 2.1 if the allocation causes the Member to have an Adjusted Capital Account Deficit or increases the Member's Capital Account Deficit. All Losses in excess of the limitations set forth in this Subsection shall be allocated to the other Members in accordance with the other Members' Percentage Interests until all Members are subject to the limitation of this Subsection, and thereafter, in accordance with the Members' interest in the Company as determined by the Members. If any Losses are allocated to a Member because of this Subsection, then notwithstanding any other provision of this Agreement, all subsequent Profits shall be allocated to the Members pro-rata based on Losses allocated to them pursuant to this Subsection until each Member has been allocated a number of Profits pursuant to this Subsection equal to the Losses previously allocated to that Member under this Subsection.

2.3.2. *Cash Method Limitation.* If the Company is on the cash method of accounting and more than 35% of the Company's Losses in any year would be allocable to Members who are limited entrepreneurs (within the meaning of § 464(e)(2) of the Code), then except as otherwise provided in Section 2.2.1, the Losses in excess of 35% otherwise allocable to those Members shall be specially allocated among the other Members in the ratio that each share in Losses. If any Losses are allocated to a Member under this Subsection, then notwithstanding any other provision of this Agreement, all subsequent Profits shall be allocated to the Members pro-rata based on Losses allocated to them pursuant to this Subsection until each Member has been allocated a number of Profits pursuant to this Subsection in the current and previous Fiscal Years equal to the Losses allocated to that Member pursuant to this Subsection in previous Fiscal Years.

2.4. *Section 704(c) Allocations.*

2.4.1. *Contributed Property.* In accordance with Code Section 704(c) and the Regulations thereunder, as well as Regulation Section 1.704-1(b)(2)(iv)(d)(3), income, gain, loss, and deduction with respect to any property contributed (or deemed contributed) to the Company shall, solely for tax purposes, be allocated among the Members so as to take account of any variation between the adjusted basis of the property to the Company for federal income tax purposes and its fair market value at the date of contribution (or deemed contribution).

2.4.2. Adjustments to Book Value. If the Adjusted Book Value of any Company asset is adjusted as provided in clause (iv) of the definition of Capital Account, subsequent allocations of income, gain, loss, and deduction with respect to the asset shall, solely for tax purposes, take account of any variation between the adjusted basis of the asset for federal income tax purposes and its adjusted book value in the manner as provided under Code Section 704(c) and the Regulations thereunder.

2.5. Regulatory Allocations. The following allocations shall be made in the following order:

2.5.1. Company Minimum Gain Chargeback. Except as set forth in Regulation Section 1.704-2(f)(2), (3), (4), and (5), if during any Fiscal Year there is a net decrease in Company Minimum Gain, each Member, prior to any other allocation pursuant to this Section IV, shall be specially allocated items of gross income and gain for such taxable year (and, if necessary, succeeding taxable years) in an amount equal to that Member's share of the net decrease of Company Minimum Gain, computed in accordance with Regulation Section 1.704-2(g)(2). Allocations of gross income and gain pursuant to this Subsection shall be made first from gain recognized from the disposition of Company assets subject to Nonrecourse Liabilities to the extent of the Minimum Gain attributable to those assets and, thereafter, from a pro-rata portion of the Company's other items of income and gain for the taxable year. It is the intent of the parties hereto that any allocation pursuant to this Subsection shall constitute a "minimum gain chargeback" under Regulation Section 1.704-2(f).

2.5.2. Member Nonrecourse Debt Minimum Gain Chargeback. Except as set forth in Regulation Section 1.704-2(i)(4), if during any Fiscal Year there is a net decrease in Member Nonrecourse Debt Minimum Gain, each Member with a share of that Member Nonrecourse Debt Minimum Gain (determined under Regulation Section 1.704-2(i)(5)) as of the beginning of the Fiscal Year shall be specially allocated items of income and gain for such Fiscal Year (and, if necessary, succeeding Fiscal Years) in an amount equal to that Member's share of the net decrease in Member Nonrecourse Debt Minimum Gain, computed in accordance with Regulation Section 1.704-2(i)(4). Allocations of gross income and gain pursuant to this Subsection shall be made first from gain recognized from the disposition of Company assets subject to Member Nonrecourse Debt to the extent of the Member Minimum Gain attributable to those assets and, thereafter, from a pro-rata portion of the Company's other items of income and gain for the Fiscal Year. It is the intent of the parties hereto that any allocation pursuant to this Subsection shall constitute a "minimum gain chargeback" under Regulation Section 1.704-2(i)(4).

2.5.3. Qualified Income Offset. If a Member unexpectedly receives an adjustment, allocation, or distribution described in Regulation Section 1.704-1(b)(2)(ii)(d)(4), (5), or (6), then to the extent required under Regulations Section 1.704-1(b)(2)(d), such Member shall be allocated items of income and gain of the Company (consisting of a pro-rata portion of each item of Company income, including gross income and gain for that Fiscal Year) before any other allocation is made of Company items for that Fiscal Year, in the amount and in proportions required to eliminate the Member's Adjusted Capital Account Deficit as quickly as possible. This Subsection is intended to comply with and shall be interpreted consistently with, the "qualified income offset" provisions of the Regulations promulgated under Code Section 704(b).

2.5.4. Nonrecourse Deductions. Nonrecourse Deductions for a Fiscal Year or another period shall be allocated among the Members in proportion to their Percentage Interests.

2.5.5. Member Nonrecourse Deductions. Any Member Nonrecourse Deduction for any Fiscal Year or another period attributable to a Member Nonrecourse Liability shall be allocated to the Member who bears the risk of loss for the Member Nonrecourse Debt in accordance with Regulation Section 1.704-2(i).

2.5.6. Regulatory Allocations. The allocations contained in Section 2.5 are contained herein to comply with the Regulations under Section 704(b) of the Code. In allocating other items of Profit or Loss, the allocations contained in Section 2.5 shall be taken into account so that to the maximum extent possible the net amount of Profit or Loss allocated to each Member will be equal to the amount that would have been allocated to each Member if the allocations contained in Section 2.4 had not been made.

2.6. Varying Interests; Allocations in Respect to Transferred Interests. Profits, Losses, and other items shall be calculated on a monthly, daily, or other basis permitted under Code Section 706 and the Regulations. If any Interest is sold, assigned, or transferred in compliance with the provisions of this Agreement, profits, losses, each item thereof, and all other items attributable to such Interest for such period shall be divided and allocated between the transferor and the transferee by taking into account their varying interests during the period in accordance with Code Section 706(d), using any conventions permitted by law and selected by the Company.

2.7. Tax Matters Partner. The Managers shall be the Company's tax matters partner ("Tax Matters Partner") unless the Members designate a different person to serve in this capacity. The Tax Matters Partner shall have all powers and responsibilities provided in Code Section 6221, et seq. The Tax Matters Partner shall keep all members informed of all notices from government taxing authorities that may come to the attention of the Tax Matters Partner. The Company shall pay and be responsible for all reasonable third-party costs and expenses incurred by the Tax Matters Partner in performing those duties. The Company shall be responsible for any costs incurred by any Member with respect to a tax audit or tax-related administrative or judicial proceeding against the Member. The Tax Matters Partner shall not compromise any dispute with the Internal Revenue Service without the approval of the Members.

2.8. Returns and Other Elections. The Managers shall cause the preparation and timely filing of all tax returns required to be filed by the Company pursuant to the Code and all other tax returns deemed necessary and required in each jurisdiction in which the Company does business.

2.9. Annual Accounting Period. The annual accounting period of the Company shall be its Fiscal Year. The Company's Fiscal Year shall be selected by the Managers, subject to the requirements and limitations of the Code.

2.10. Knowledge. The Members acknowledge that they understand the economic and income tax consequences of the allocations and distributions under this Agreement and agree to be bound by the provisions of this **Exhibit B** in reporting their taxable income and loss from the Company.

2.11. Amendment. The Managers is hereby authorized, upon the advice of the Company's tax counsel, to amend this **Exhibit B** to comply with the Code and the Regulations promulgated under Code Section 704(b); provided, however, that no amendment shall materially affect the distributions to a Member without the Member's prior written consent.

EXHIBIT C

Formula for Determining an Appraiser to Determine the Purchase Price of a Transferring Holder's Interest Pursuant to Section VII

When required pursuant to Section VII of this Agreement, the value of an Interest will be determined by a valuation professional accredited in business valuation by the AICPA or American Society of Appraisers ("Appraiser"). Such Appraiser shall be jointly selected by the Company and the Transferring Holder within fifteen (15) days after the Managers' and the other Members' actual knowledge of the Transferring Holder's Transfer. The cost of the Appraiser shall be borne equally by the Company and the Transferring Holder. If a mutually satisfactory Appraiser cannot be selected, then the Company and the Transferring Holder each shall select and pay for its own Appraiser and the two Appraisers shall attempt to reconcile their valuations to arrive at a single valuation. If they are unable to do so, they shall jointly select a third Appraiser to value the Transferring Holder's Interest. The cost of the third Appraiser shall be borne equally by the Company and the Transferring Holder. The three Appraisers shall attempt to reconcile their valuations to arrive at a single valuation. If they are unable to do so, then the middle of the three appraisals shall be used as the valuation. The standard of value shall be fair market value.

If applicable, each party shall appoint its Appraiser within seven (7) days after the parties determine they cannot agree on a single Appraiser. The two Appraisers appointed shall select a third Appraiser within seven (7) days after they determine they cannot agree on a single valuation. The Appraisers shall be instructed to provide their valuations within thirty (30) days after their appointment.

Alcohol & Marijuana Control Office

License Number: 33236

License Status: New

License Type: Retail Marijuana Store

Doing Business As: Kachemak Cannabis

Business License Number: 2157350

Designated Licensee: Jesse Sherwood

Email Address: ceo@smfak.com

Local Government: Homer

Local Government 2:

Community Council:

Latitude, Longitude: 59.668640, -151.440110

Physical Address: 3585 East End Road
Suite #3
Homer, AK 99603
UNITED STATES

Licensee #1

Type: Entity

Alaska Entity Number: 10196333

Alaska Entity Name: Kachemak Cannabis, LLC

Phone Number: 907-299-2986

Email Address: ceo@smfak.com

Mailing Address: PO Box 3226
Homer, AK 99603
UNITED STATES

Entity Official #1

Type: Individual

Name: Jesse Sherwood

[REDACTED]

[REDACTED]

[REDACTED]

Email Address: ceo@smfak.com

Mailing Address: PO Box 3226
Homer, AK 99603
UNITED STATES

Entity Official #2

Type: Individual

Name: Amanda Piaskowski

[REDACTED]

[REDACTED]

[REDACTED]

Email Address: ceo@smfak.com

Mailing Address: PO Box 3226
Homer, AK 99603
UNITED STATES

Note: No affiliates entered for this license.

LEASE AGREEMENT

THIS LEASE made May 13, 2022, by and between East End Mini Storage LLC, (herein called Lessor), and Jesse Sherwood and Amanda Piaskowski dba Kachemak Cannabis LLC (herein called Lessee):

1. **PREMISES:** Lessor does hereby lease to Lessee, those certain premises commonly known as 3585 East End Road, unit 3, Homer, Alaska 99603 (herein called Premises)
2. **TERM:** The term of this Lease shall be for thirteen and a half months commencing the sixteenth (16) day of May 2022 and shall terminate the thirtieth (30) day of June 2023.
3. **RENT:** Lessee covenants and agrees to pay Lessor, by mail at 3585 East End Rd #12, Homer, AK 99603, monthly rent in the amount of Seven Hundred Fifty and no/100 Dollars (\$750.00) plus applicable sales tax (currently \$39.25), in advance, on the 1st day of each month for the months of May 2022 through October 2022. Lessee covenants and agrees to pay Lessor, by mail at 3585 East End Rd #12, Homer, AK 99603, monthly rent in the amount of Nine Hundred Fifty and no/100 Dollars (\$950.00) plus applicable sales tax (currently \$39.25), in advance, on the 1st day of each month for the months of November 2022 through June 2023. If Lessee is in possession of the premises for a portion of a month, the monthly rent shall be prorated for the number of days of Lessee's possession during that month. If the Lessee fails to pay rent in its entirety by the 10th of the month for which it is due, Lessee shall also pay a penalty of 5% of the rental amount due and owing. This penalty, which may be waived by Lessor, shall not limit the remedies of Lessor upon default by Lessee as described elsewhere in this lease.
4. **UTILITIES AND FEES:** Lessee agrees to pay all charges for electricity, heat and any other utilities during the full term of this lease. Lessee agrees to establish accounts with HEA and Enstar Gas for unit A3 who will bill him directly for electricity and gas. Water charges are included in the monthly rent.
5. **REPAIRS AND MAINTENANCE:** Lessee will keep the common entrances to the store neat and clean and will cooperate with the Lessor in maintaining these areas. The Lessor and Lessee will ensure that this area shall not be used for the posting of announcements and will be kept free of obstacles. Lessee will use the premises in accordance with applicable laws, ordinances, rules, regulations and requirements of governmental authorities. Lessor agrees to pay for reasonable upkeep of building, including, but not limited to snow removal and sanding of parking lot. Lessee will keep sidewalk area and entryway immediately in front of his leased premises free from snow. In the event damage of building occurs through Lessor's negligence, costs of repair to be borne by Lessor. Lessee agrees to notify Lessor of damage done within 20 days of said damage. Lessor agrees to repair said damage within a reasonable time period. Lessee shall be responsible for providing and replacing light bulbs in the leased premises.
6. **SIGNS:** All signs or symbols placed by Lessee in the windows and doors of the premises, or upon any exterior part of the building, signposts or anywhere on the Lessor's property shall be subject to Lessor's prior written approval. Lessor may demand removal of signs that are not so approved, and Lessee's failure to comply with said request within forty-eight (48) hours will constitute a breach of this paragraph and will entitle Lessor to terminate Lease or, in Lieu thereof, to cause the sign to be removed and the building repaired at the sole expense of the Lessee. At the termination of this Lease, Lessee will remove all signs placed by it upon premises, and will repair any damage caused by such removal. All signs must comply with sign ordinances and be placed in accordance with required permits.
7. **ALTERATIONS:** After prior written consent of Lessor, Lessee may make alterations, additions and improvements in said premises, at Lessee's sole cost and expense. In the performance of such work, Lessee agrees to comply with all laws, ordinances, rules and regulations of any proper public authority, and to save Lessor harmless from damage, loss or expense. This does not include alterations and improvements that are agreed to be the responsibility of Lessor. Upon termination of this Lease and upon Lessor's request, or Lessor's approval, Lessee shall remove such improvements and restore the premises to its original condition not later than the termination date, at Lessee's sole cost and expense. Any improvements not so

removed shall be removed at Lessee's expense provided that Lessee shall pay for any damage caused by such removal.

8. CONDEMNATION: In the event a substantial part of the premises is taken or damaged by the right of eminent domain, or purchased by the condemner, in lieu thereof, so as to render the remaining premises economically untenable, then this Lease shall be canceled as of the time of taking at the option of either party. In the event of a partial taking which does not render the premises economically untenable, the rent shall be reduced in direct proportion to the leased property taken. Nothing herein shall prevent the Lessee from its entitlement to negotiate for its own moving costs and its household improvements.

9. PARKING: Lessee understands that parking is apportioned in conformity with controlling zoning ordinances and that Lessor shall have the right to make such regulations as Lessor deems desirable for the control of parking on the real property at 3585 East End Road, Homer, Alaska, or property under Lessor's control, including the right to designate certain areas for parking of the Lessee, employees of Lessee, its customers and other Lessees of said buildings. Lessee shall not park or store any vans, trailers or other vehicles in front of building or elsewhere on Lessor's property without prior approval from Lessor.

10. LIENS AND INSOLVENCY: Lessee shall keep the premises free from any liens arising out of any work performed for, materials furnished to, or obligations incurred by Lessee and shall hold Lessor harmless against the same. In the event Lessee becomes insolvent, bankrupt, or if a receiver, assignee or other liquidating officer is appointed for the business of Lessee, Lessor may cancel this Lease at its option.

11. SUBLETTING OR ASSIGNMENT: Lessee shall not sublet the whole or any part of the premises, nor assign this Lease without the written consent of Lessor, which will not be unreasonably withheld. This Lease shall not be assignable by operation of law.

12. ACCESS: Lessor shall have the right to enter the premises at all reasonable times for the purpose of inspection or of making repairs, additions or alterations, and with prior notice, to show the premises to prospective tenants for sixty (60) days prior to the expiration of Lease term.

13. POSSESSION: Lessee may move in on or before May 16, 2022 provided that first month's pro-rated rent of \$417.48, last month's rent of \$989.25 and a security deposit of \$950.00 for a total of \$2,356.73 is paid and Lessee puts utilities in his name. Security Deposit is not to be used as last month's rent.

14. DAMAGE OR DESTRUCTION: In the event the premises are rendered untenable in whole or in part by fire, the elements, or other casualty, Lessor may elect, at his option, not to restore or rebuild the premises and shall so notify Lessee, in which event Lessee shall vacate the premises and lease shall be terminated; or, in the alternative, Lessor shall notify Lessee, within thirty (30) days after the notice of such casualty, that Lessor will undertake to rebuild or restore the premises, and that such work can be completed within one hundred eighty (180) days from date of such notice of intent, and Lessee may elect, at its option, to terminate this Lease. If Lessor is unable to restore or rebuild the premises within the said one hundred eighty (180) days, and Lessee did not earlier elect to terminate, then the Lease may be terminated at Lessee's option by written ten (10) day notice to Lessor. During the period of untenability, rent shall abate in the same ratio as the portion of the premises rendered untenable bears to the whole of the premises.

15. TAXES AND INSURANCE: Lessee shall be responsible for all personal property taxes assessed against their portion of the premise. Lessee agrees to carry Commercial General Liability insurance with regard to the premises with a combined single limit for personal or bodily injury and property damage of not less than \$500,000 primary limits. These limits must be in excess of all defense costs and expenses. Lessee shall defend, indemnify, and hold Lessor harmless from all claims (except those caused solely by Lessor's negligence) which occur as a result of the operation of the Lessee's business. Lessee shall furnish Lessor with a certificate indicating that the insurance policy is in full force and effect, the Lessor has been named as an additional insured, and that the policy may not be canceled unless (10) days prior written notice of cancellation has been given to Lessor.

16. SUBROGATION WAIVER: Lessor and Lessee each herewith and hereby releases and relieves the other and waives its entire right of recovery against the other for loss or damage arising out of or incident to their perils described in standard fire insurance policies and all perils described in the "Extended Coverage" insurance endorsement approved for use in the state where the premises are located, which occurs in, on or about the Premises, unless due to the negligence of either party, their agents, employees or otherwise.

17. DEFAULT AND RE-ENTRY: If the Lessee defaults in the payment of any rent on the date it is due and payable, or if Lessee fails to perform any covenant or promise under this lease, Lessor may, without terminating this lease, issue a notice to quit. If a notice to quit is issued for failure to pay rent when due, within seven (7) days of delivery of the notice to quit, Lessee shall either cure the default, or remove all personal property from the premises and peaceably surrender same to Lessor. Lessee's failure to pay rent gives the Lessor the right to re-enter and take possession of the premises in accordance with A.S. 09.45.690. If a notice to quit is issued for Lessee intentionally inflicting physical damage to the premises, Lessee shall cure the default to Lessor's satisfaction within 24 hours, or surrender the premises. If a notice to quit is issued for any other reason, Lessee shall cure the default to Lessor's satisfaction within ten (10) days, or surrender the premises. If the Lessee holds the premises, or any portion thereof after the surrender date, Lessee shall be deemed guilty of Unlawful Holding by Force under A.S. 09.45.090, and Lessor shall be entitled to re-enter and take possession of the premises and/or pursue all available legal remedies against Lessee. Surrender of the premises by Lessee shall not terminate this lease or Lessee's obligation to pay rent as required herein. Property left in the premises may be sold on conditions as favorable as the market will allow, with the proceeds of such sale going to offset any deficiency owing to Lessor. Any default by Lessee shall entitle Lessor, at his sole discretion, to terminate the lease. Lessor may, without terminating this lease, re-let the premises with Lessee to pay all costs incurred by Lessor in so doing. If Lessor re-lets the premises, Lessee shall pay any deficiency between the monthly rent actually received by Lessor, and the amount of rent which the Lessee promised to pay under the terms of this lease. Lessee agrees that Lessor may seek a judgement for any deficiency or other damages owing under the lease in small claims court pursuant to A.S. 22.15.040 and District Court Civil Rule 8. Lessee shall pay all costs and attorneys' fees incurred by Lessor as a result of a default by Lessee.

18. REMOVAL OF PROPERTY: In the event Lessor lawfully re-enters the premises as provided herein, Lessor shall have the right, but not the obligation, to remove all the personal property located therein and to place such property in storage at the expense and risk of Lessee.

19. COSTS AND ATTORNEY'S FEES: If, by reason of any default or breach on the part of either party in the performance of any of the provisions of this Lease, a legal action is instituted, the losing party agrees to pay all reasonable costs and attorney's fees in connection therewith. It is agreed that the venue of any legal action brought under the terms of this Lease may be in the county in which the premises are situated.

20. SUBORDINATION: Lessee agrees that this Lease shall be subordinate to any mortgages or deeds of trust, placed on the property described, provided that in the event of foreclosure, Lessee is not then in default and agrees to atom to the mortgagee or beneficiary under deed of trust, such mortgagee or beneficiary shall recognize Lessee's right of possession for the term of this Lease.

21. NO WAIVER OF COVENANTS: Any waiver by either party of any breach hereof by the other shall not be construed a waiver of any future similar breach. This Lease contains all the agreements between the parties; and there shall be no modification of the agreements contained herein except by written instrument.

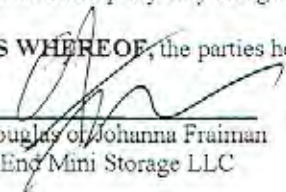
22. SURRENDER OF PREMISES: Lessee agrees, upon termination of this Lease, to peacefully quit and surrender the premises without notice, leave the premises neat and clean and to deliver all keys to the premises to Lessor.

23. **HOLDING OVER:** If Lessee, with the implied or express consent of Lessor, shall hold over after the expiration of the term of this Lease, Lessee shall be bound by all the covenants and agreements herein, except that the tenancy shall be month to month.

24. **USE:** Lessee shall use the premises for the purposes of a marijuana dispensary and for no other purposes, without written consent of Lessor. Lessee shall not grow marijuana on the premises and shall insure that there are no "pungent odors" emanating from the premises that might impact any of the other tenants. Lessee shall obtain all permits and licenses from government authorities and will be solely responsible for being in compliance with said authorities. Lessee agrees not to offer services that would compete with any existing businesses in the East Village. In the interest of maintaining a clean environment, Lessee agrees not to operate loud or, industrial equipment on the premises such as welders, planers, etc. or to use premises for auto repair nor shall Lessee dispose of any petroleum products or hazardous waste on the premises. **ABSOLUTELY NO SMOKING OR PETS PERMITTED ON THE PREMISES.**

25. **NOTICE:** Any notice required to be given by either party to the other shall be deposited on the United States mail, postage prepaid, addressed to the Lessor at 3585 East End Road Suite 12, Homer, AK 99603 or to the Lessee at PO Box 3226, Homer, AK 99603, (907) 299-2986 or at ceo@smlak.com or at such address as either party may designate to the other in writing from time to time.

IN WITNESS WHEREOF, the parties hereunto set their hands the date first above written.

LESSOR: 
Douglas or Johanna Fraiman
East End Mini Storage LLC

LESSEE: 
Jesse Sherwood dba Sherwood Magic Forest LLC

Rachmal Cannabis LLC

AMENDMENT TO LEASE AGREEMENT

THIS AMENDMENT is entered into between Lessor and Lessee effective as of the 7 day of July 2022 under that certain Lease originally dated May 13, 2022, related to the property commonly known as 3585 East End Road, Unit 3, Homer, Alaska 99503.

NOW, THEREFORE, FOR GOOD AND VALUABLE CONSIDERATION, RECEIPT OF WHICH IS ACKNOWLEDGED BY BOTH LANDLORD AND TENANT, THE PARTIES HEREBY AGREE THAT THE LEASE IS AMENDED AS FOLLOWS.

- 1. Default:** Lessor shall not take into its possession any marijuana or marijuana product and shall contact the State of Alaska AMCO prior to any access to the licensed premises if Lessee cannot be reached, abandons the property, or similar event.

Except to the extent that the terms and conditions of this Lease Amendment are to the contrary, all other terms and conditions of the original Lease Agreement and any amendments thereto remain in full force and effect.

DATED effective as of the year and date above set forth.

Lessor:
East End Mini Storage, LLC

By:  _____

Lessee:
Kachemak Cannabis, LLC

By:  _____



City of Homer

www.cityofhomer-ak.gov

Police Department

625 Grubstake Avenue
Homer, Alaska 99603

police@cityofhomer-ak.gov

(p) 907-235-3150

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

Memorandum

TO: MELISSA JACOBSEN, MMC, CITY CLERK

CC: LISA LINEGAR, COMMUNICATIONS SUPERVISOR

FROM: MARK ROBL, POLICE CHIEF

DATE: MAY 17, 2023

SUBJECT: NEW RETAIL MARIJUANA STORE LICENSE FOR KACHEMAK CANNABIS, LLC – No
Objection

Homer Police Department has no objection to a new Retail Marijuana Store Application within the City of Homer for the following businesses:

Type: Retail Marijuana Store
Lic #: 33236
DBA Name: Kachemak Cannabis
Service Location: 3585 East End Road, Suite 3, Homer, AK 99603
Licensee: Kachemak Cannabis, LLC
Designated Licensee: Jesse Sherwood
Mailing Address: PO Box 3226, Homer, AK 99603



City of Homer

www.cityofhomer-ak.gov

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

MEMORANDUM

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
THROUGH: ROB DUMOUCHEL, CITY MANAGER
FROM: RYAN FOSTER, AICP, ACTING CITY PLANNER
DATE: MAY 15, 2023
SUBJECT: KACHEMAK CANNABIS, LLC NEW RETAIL MARIJUANA
STORE LICENSE

I have received and reviewed the new license application for Kachemak Cannabis, Retail Marijuana Store, License number 33236, located at 3585 East End Road, Suite 3, Homer, AK.

I have no objection to the application on zoning related issues.



MEMORANDUM

Ordinance 23-36, An Ordinance of the City Council of Homer, Alaska Accepting and Appropriating a Healthy and Equitable Community Round Two Grant from the State of Alaska Department of Health and Social Services (DHSS) for Improvements to Bayview Park and to Complete a Community Health Improvement Plan. City Manager.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: 11 May 2023
From: Jenny Carroll, Special Projects & Communications Coordinator
Through: Rob Dumouchel, City Manager

- I. Issue:** The purpose of this Memorandum is to recommend adoption of an Ordinance accepting a Healthy and Equitable Community (HEC) Round Two grant award from the DHSS.
- II. Background:** As approved by Resolution 23-031, City staff applied for HEC Round Two funds in support of two projects:
- a. Community Health Improvement Plan. This would be accomplished through a sub-grant award agreement with South Peninsula Hospital (SPH) who will host community engagement, develop and publish Homer's Community Health Improvement Plan.
 - b. Bayview Park Restoration – finalize park site plan, procure and install inclusive playground equipment and safety surfacing.

Ordinance 23-36 accepts and appropriates these grant funds and authorizes the City Manager to execute a Memorandum of Agreement (MOA) between the City of Homer and DHSS that governs the use of the funds during this second round of HEC funding for Alaskan communities.

Ordinance 23-36 additionally authorizes the City Manager negotiate and enter into a Sub-grant Agreement with SPH upon acceptance of the Healthy Equitable Communities award. As a sub-recipient, SPH will implement the activities and strategies described in the MOA's Community Health Improvement Plan scope of work. The City worked successfully with SPH in HEC Round one to administer grant funds.

RECOMMENDATION

Appropriate DHSS HEC Round Two grant funds, authorize the City Manager to negotiate and execute the Memorandum of Agreement between the City of Homer and DHSS and a Sub-grant agreement with South Peninsula Hospital.

**CITY OF HOMER
HOMER, ALASKA**

City Manager

ORDINANCE 23-36

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA ACCEPTING AND APPROPRIATING A HEALTHY AND EQUITABLE COMMUNITY ROUND TWO GRANT IN THE AMOUNT OF \$99,916 FROM THE STATE OF ALASKA DEPARTMENT OF HEALTH AND SOCIAL SERVICES (DHSS) FOR IMPROVEMENTS TO BAYVIEW PARK AND TO COMPLETE A COMMUNITY HEALTH IMPROVEMENT PLAN.

WHEREAS, In support of efforts statewide to create and sustain healthy and equitable communities, the State of Alaska Department of Health and Social Services made Healthy and Equitable Community (HEC) Round Two grant funding available to local units of government; and

WHEREAS, The City, in partnership with South Peninsula Hospital requested grant funds in the amount of \$25,000 to complete to complete a Community Health Improvement Plan, and

WHEREAS, The City also requested \$74,916 in grant funds to improve Bayview Park accessibility and its playground elements to make the park more inviting, accessible and safe for families with preschool age children to recreate; and

WHEREAS, The City of Homer's application for these HEC Round Two funds was approved by Homer City Council Resolution 23-031; and

WHEREAS, The City is pleased to have been awarded \$99,916 through a Memorandum of Agreement (MOA) with DHSS to support these two projects; and

WHEREAS, The City plans to enter into a sub-grant award agreement with South Peninsula Hospital to execute the grant activities related to the Community Health Improvement Plan.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby authorizes the City Manager to negotiate and execute a Memorandum of Agreement with the State of Alaska DHSS to accept the Healthy and Equitable Community Round 2 Grant funds , a copy of which is attached and incorporated herein; and

43 Section 2. The Homer City Council hereby accepts and appropriates the DHSS Healthy
44 and Equitable Community Round Two grant funding in the amount of \$99,916 for the purposes
45 outlined in the MOA:

46

47 Revenue:

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
151-xxxx	DHSS Healthy and Equitable Community Grant Round 2	\$99,916

51

52 Expenditure:

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
151-xxxx	Sub-Grant Award to South Peninsula Hospital Community Health Improvement Plan	\$25,000

56

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
151-xxxx	Bayview Park Restoration Project	\$74,916

59

60 Section 3. This is a budget amendment ordinance, is temporary in nature, and shall
61 not be codified.

62

63 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 12th day of June, 2022.

64

65

66

CITY OF HOMER

67

68

69

KEN CASTNER, MAYOR

70

71

72 ATTEST:

73

74

75

MELISSA JACOBSEN, MMC, CITY CLERK

77

78 YES:

79 NO:

80 ABSTAIN:

81 ABSENT:

82

83 Introduction:

84 Public Hearing:

- 85 Second Reading:
- 86 Effective Date:



**Healthy & Equitable Communities
Memorandum of Agreement (MOA), Between
State of Alaska – Department of Health
Division of Public Health (DPH)
- and -
City of Homer
MOA # C0622-584-J
Amendment 1**

AMENDMENT 1

This amendment serves to:

- Extend the period of performance by one year, through May 31, 2024.
- Adds \$99,916 in funding to support the year 2 activities described in the attached Round 2 Application.

I. PURPOSE AND SCOPE

The State of Alaska, Dept of Health, Division of Public Health will provide funding to Alaskan local governments in support of creating and sustaining healthy and equitable communities around the state. This project is funded through two federal grants equally (50%/50% split) with ALN/CFDA codes 93.391 and 93.268.

Funding will support the following activities and strategies to promote and build healthy & equitable communities around the state. All funded activities must have an emphasis on high risk, underserved population groups.

- Ensure a fair and adequate baseline of care is established for populations at higher risk that are underserved and who are disproportionately impacted by COVID-19 by expanding existing or developing new mitigation and prevention resources and services;
- Increase/improve data collection and reporting for populations disproportionately affected by COVID-19 to guide current and future pandemic response;
- Build, leverage or expand infrastructure support for COVID-19 or future pandemic prevention and control among populations that are at higher risk or underserved;
- Mobilize partners to build and promote healthy and equitable communities, improving everyone's opportunities for living a healthy life, particularly those who are disproportionately impacted by COVID-19;
- Improve access to COVID-19 vaccine, as well as other necessary vaccines, for individuals who are higher risk or underserved.

II. THE STATE OF ALASKA DIVISION OF PUBLIC HEALTH (DPH) AGREES TO:

Provide support to the community for COVID-19 response and mitigation activities. The Healthy & Equitable Communities Project Team is available to consult and provide technical assistance to government entities for health equity funds and to pre-approve pass-through recipients of award funding. The team will also ensure that approved activities meet the funding requirements.

DPH agrees to provide \$99,916 in Round 2 funds in accordance with the terms of this agreement. Round 1 funding provided was in the amount of \$101,536.68; for a cumulative total of \$201,452.68.

III. CITY OF HOMER AGREES TO:

Conduct the services as described in the attached application and proposal response following the last page of this MOA.

Invoicing

The recipient will submit quarterly invoices detailing services performed. Quarterly invoices should be supported with completed reporting templates and any applicable backup documentation such as receipts, payroll information, sub award agreements, etc. Invoices are due January 10, April 10, July 10, and October 10 for each quarter.

The invoice must:

- Reference the recipient’s name, address, and phone number
- Reference the contract number: C0622-584-J
- Include the City of Homer’s invoice number
- Reference the Alaska Division of Public Health – Healthy & Equitable Communities MOA

Send invoices to: doh.publichealth@alaska.gov

(reference “C0622-584-J MOA Reimbursement Request” in the subject line)

Failure to include the required information on invoices may cause an unavoidable delay to the payment process. The State will pay all invoices within thirty (30) days of invoice approval by the project director. The recipient shall submit final invoices no later than 30 days after the MOA expires.

REPORTING:

Reporting requirements will be due at the same time as invoices. Payment will not be issued unless necessary reporting is attached. Reporting requirements will be determined during the MOA preparation and will be dependent upon the type of activities selected. Entities are encouraged to collaborate with hospitals, schools, and community organizations to improve the outcomes for their population.

Any projects that will be collecting data may have additional reporting requirements. Initial information about the project will be needed, including:

- Who is collecting data?
- Why is data being collected?
- What communities/populations are being researched?
- What type of data is being collected?
- Estimated timeframe of data collection
- How will this data be used?

IV. JOINT RESPONSIBILITIES:

Should there be a conflict amongst the documents, the following order of precedence shall apply: first, this agreement; second, the application; third, the proposal.

Both parties agree to communicate timely and effectively as needed to support the goals of this agreement. Points of contact for both parties are as follows:

State of Alaska – DPH:

Primary Points of Contact: Judy Holland, Project Director
Judy.Holland@alaska.gov
907/334-2669 149

Cynthia West, Community Coordinator
Cynthia.West@alaska.gov
907/782-6568

Send invoices to: doh.publichealth@alaska.gov
(reference "C0622-584-J MOA Reimbursement Request" in the subject line)

City of Homer:

Primary Point of Contact: Jenny Carroll
jcarroll@ci.homer.ak.us
907/435-3101

Finance Point of Contact: Elizabeth Walton
ewalton@ci.homer.ak.us
907/435-3117

Other (Signatory): Rob Dumouchel
rdumouchel@ci.homer.ak.us
907/235-8121

V. **PERIOD OF AGREEMENT AND TERMINATION:**

This agreement will be in effect from the date of execution through May 31, 2024. The services may extend beyond that date by mutual agreement of both parties. Any extension provided will be for time only; no additional funds will be offered.

VI. **SIGNATURES:**

By signature of the below, both parties agree to the terms of this MOA.

BY: Judy Holland
Judy Holland, DOH Project Director

DATE: May 8, 2023

BY: _____
Rob Dumouchel, City of Homer

DATE: _____

BY: _____
Christy Lawton, DPH Acting Director

DATE: _____

BY: _____
Matthew Meienberg, DOH Procurement Specialist

DATE: _____

City of Homer
Healthy and Equitable Communities Memorandum of Agreement Application

April 24, 2023

Primary Contact Information:

(Please make sure to include name, phone number, email and physical address for all contacts listed.)

Program Contact: Jenny Carroll

Phone number: 907-435-3101

Email: jcarroll@ci.homer.ak.us

Physical Address: 491 E Pioneer Avenue, Homer, AK 99603

Finance Contact: Elizabeth Walton

Phone number: 907-435-3117

Email: ewalton@ci.homer.ak.us

Physical Address: 491 E Pioneer Avenue, Homer, AK 99603

Other Contact that needs to sign/be listed on the Memorandum of Agreement (MOA):

Contact: [Derotha Ferraro](#)

Phone number: [\(907\) 235-0397](#)

Email: dbf@sphosp.org

Physical Address: [4300 Bartlett Street, Homer AK 99603](#)

Please list communities and partners intended to be part of this funding, either through subawards or support.

Community/Partner Name(s):

[South Peninsula Hospital \(sub-award\) and with support from MAPP Steering Committee Members of Homer, Alaska:](#)

[Asia Freeman, Bunnell Street Arts Center](#)

[Brian Partridge, Kachemak Bay Campus](#)

[Claudia Haines, Kachemak Bay Family Planning Clinic](#)

[Derotha Ferraro, South Peninsula Hospital](#)

[Emma Schumann, SVT Health & Wellness](#)

[Jay Bechtol, South Peninsula Behavioral Health Services](#)

[Lisa Talbott, Homer United Methodist Church](#)

[Lorne Carroll, Homer Public Health](#)

[Rick Abboud, City of Homer](#)

[Ronnie Leach, South Peninsula Haven House](#)

[MAPP's Early Childhood Coalition](#)

[Sprout Family Services](#)

[Kachemak Bay Rotary Club](#)

SCOPE and AMOUNTS:

Please check activities from the menu below. In the final box, indicate the dollar amount anticipated. **All activities selected must have an emphasis on high risk, underserved population groups.**

Menu of Activities

- 1. Ensure a fair and adequate baseline of care is established for populations who are disproportionately impacted by COVID-19 by expanding existing or developing new mitigation and prevention resources and services targeted at higher risk, underserved Alaskans:**
 - Expand reach of case investigation and contact tracing
 - Enhance availability of supportive services that enable individuals to successfully isolate or quarantine
 - Collaborate with community groups who can connect people at higher risk for COVID 19 with community services
 - Improve access to vaccination information and services
 - Reduce the rate of preventable hospitalizations by improving access to primary and preventative care
 - Improve/increase access to health insurance
 - Provide new or improved access to mental health services or provide education for/destigmatize existing services
 - Provide/improve access to substance use disorder treatment/tobacco cessation resources or provide education for/destigmatize existing services
 - Adopt strategies in the built environment that can mitigate the impact of COVID-19, for example establishing new pedestrian zones to minimize crowding and encourage physical activity
 - Assess and adapt health policies, for example food service guidelines, to ensure they reach higher risk underserved Alaskans
 - Other activities (Please describe in the box below)

If there is not sufficient space to provide details of activities selected and proposed budget, please attach a spreadsheet or addendum to your application.

Total

Depending on activities selected, reporting requirements may include some or all of the following measures:

- 1.1 Number of COVID-19 mitigation and prevention resources and services delivered in support of populations that are underserved and disproportionately affected.
- 1.2 Number of COVID-19 tests completed by test type, results, and race and ethnicity
- 1.3 Caseload, number of cases per case investigator, and number of contacts per contact tracer during the data collection period

2. Increase/improve data collection and reporting for populations disproportionately affected by COVID-19 to guide current and future pandemic response:

- Educate health care providers and community partners on the importance for collection of race, ethnicity, and other priority data elements
- Enhance the ability of electronic health records (EHR) systems to collect data on age, race, sex, and other differences among patients in health care systems
- Upgrade interoperability of health systems to comply with HL7 standards to report data elements including age, race, sex, and other priority data elements
- Provide training for staff on new/upgraded EHR systems
- Support staff who can enhance reporting of COVID-19 data to include race, ethnicity, sex, and other priority data elements
- Develop and disseminate data and other information materials to be culturally and linguistically appropriate for local audiences
- Other activities (Please describe in the box below)

If there is not sufficient space to provide details of activities selected and proposed budget, please attach a spreadsheet or addendum to your application.

Total:

Depending on activities selected, reporting requirements may include the following measure:
2.1: Number of improvements to data collection, quality, and reporting capacity for recipients, partners and agencies related to disproportionate health impacts of COVID-19.

3. Build, leverage or expand infrastructure support for COVID-19 or future pandemic prevention and control with a focus on populations that are at higher risk and underserved:

- Establish or enhance local staffing or coalitions to that focus on improving COVID-19 or other health outcomes for these populations
- Develop or update local plans to improve health outcomes for higher risk underserved Alaskans
- Expand local capacity to offer targeted testing and contact tracing
- Improve local Continuity of Operations Plans (COOP) and exercises to prioritize higher risk underserved Alaskans
- Improve plans for use of community facilities to include better spaces for social distancing, isolation and quarantine
- Update plans for community shelter locations to ensure they are ADA compliant or can facilitate hosting health care pods including testing and vaccinations
- XXX Increase/improve access to facilities/community spaces that promote health and physical activity and serve high-risk populations
- Provide training to local/regional public health or health workforce to better serve the needs of higher risk underserved Alaskans
- Hire health or public health workforce who are equipped to assess and address the needs of higher risk underserved Alaskans, for example trusted community members or community health workers
- Other activities (Please describe in the box below)

If there is not sufficient space to provide details of activities selected and proposed budget, please attach a spreadsheet or addendum to your application.

The City of Homer will utilize \$74,916.00 from the Homer allocation of HEC Round 2 funds to improve accessibility and safety of Bayview Park and its playground elements to make the park more user-friendly for preschool age children and for children experiencing disabilities or mobility issues. Bayview Park is a neighborhood park at the top of Main Street in the heart of Homer intended to serve preschool age children and their families. The park, the only park in Homer dedicated to serve preschool age children, has been undeveloped since its formation.

The youngest children in our communities have lived the majority of their lives during the COVID-19 pandemic and its mitigations. This upended the lives of parents and children in many ways. Child care programs closed, as did many indoor recreation opportunities, keeping many families at home with limited opportunities for their preschoolers to socialize and gain critical emotional skills and the developmental benefits of physical play.

NIH studies found that the COVID-19-related mitigation measures to contain a communicable disease also had unintended consequences on health and well-being. Measures resulted in an acceleration of the pre-existing pandemic of overweight and low cardiorespiratory fitness. Increased BMI and the loss of physical fitness have been linked to negative effects on the health status of growing and developing individuals.

HEC Round 2 funds will be used to transform Bayview Park, a public park, into a fun, safe and accessible destination for young families – making it a gathering space that promotes health equitably through physical activity and social interactions and community connections, helping mitigate potential residual impacts of COVID-19 mitigation measures, and providing for improved recreational opportunities for all for the long-term.

The scope of work includes creating a final park site plan complete with specifications after gathering community input; pave Bayview Park parking area and delineate ADA parking; construct accessible park pathways; procure and install inclusive playground equipment and natural playground features, including safety surfacing under the playground equipment. The total project cost is \$139,230.00.

\$74,916.00 of HEC Round 2 funds will help complete the following activities intended to improve and increase access to this community space. Specific activities and costs include:

- 1) Bring Bayview Park Conceptual Plan (attached) into a Final Design with specifications by contracting with a landscape architecture firm to:
 - a) Conduct community-inclusive planning process to finalize Bayview Park site plan (\$5,000)
 - b) Final design and specifications for landscape, paths and play features/structures (\$10,000)
- 2) Procure and install:
 - a) playground equipment and landscape play features (that includes inclusive, accessible equipment) (\$28,166)
 - b) engineered wood fiber safety surfacing under and around play equipment (\$26,000)
 - c) park benches and other park seating (\$3,700)
 - d) park sign (\$1,500)
- 3) Construct accessible path to proposed lookout/bird watching station from the parking/park entrance area (\$550.00 toward total cost of \$5,000)

Partnerships that are mobilized in this effort include:

- Homer’s Early Childhood Coalition, who adopted Bayview Park in 2011;
- Sprout Family Services who provided substantive input into the conceptual plan for the park;
- Kachemak Bay Rotary Club, who is contributing \$12,000 to help procure and install playground equipment and landscape play features.
- The City of Homer installed an ADA accessible sidewalk to the Bayview Park parking lot as part of the Main Street Sidewalk project in 2022 and contracted for the development of the Bayview Park Conceptual Plan, which was completed in 2023. Additional funds, if not available through redistributed HEC Round 2 funds, will be requested from Homer City Council by appropriation to complete the parking lot paving and accessible park pathway at a later date and will not be completed concurrently with the above requested improvements.

Total: See Bayview Park project budget attached.

Depending on activities selected, reporting requirements may include the following measure:

3.1: Number of improvements to infrastructure to address disproportionate health impacts of COVID-19.

4. Mobilize partners to build and enhance community social supports targeted towards those who are disproportionately impacted by COVID-19:

- Tailor local testing, contact tracing, and quarantine practices and programs to be culturally or linguistically appropriate for targeted populations
- Develop and support local or regional advisory groups that have representation from higher risk underserved populations to inform emergency response activities
- XXXX** Build partnerships with local health and non-health agencies (for example housing, transportation providers, food security, churches, community health workers, social workers) to implement strategies that decrease risk for COVID-19
- XXXX** Develop and distribute COVID-19 prevention communication materials and messaging that are understood and resonate with local higher risk and underserved groups
- Identify and establish relationships with agencies who serve higher risk underserved groups to share information and improve access to services that prevent COVID-19
- XXXX** Other activities (Please describe in the box below)

If there is not sufficient space to provide details of activities selected and proposed budget, please attach a spreadsheet or addendum to your application.

The City of Homer will direct \$25,000 from the Homer allocation to support the development of a Community Health Improvement Plan through a sub-grant agreement with South Peninsula Hospital.

A portion of the City's Healthy & Equitable Communities Round 1 grant was allocated to South Peninsula Hospital to develop a Community Health Needs Assessment (CHNA), with special attention to the impact of the pandemic. The CHNA is on schedule to publish in May, 2023. The \$25,000 sub-grant of Round 2 funds to South Peninsula Hospital will support the next step in the process, the development of the Community Health Improvement Plan.

MAPP of the southern Kenai Peninsula is the local health coalition, funded and organized by South Peninsula Hospital, with leadership provided by numerous local agency members. MAPP stands for Mobilizing for Action Through Planning and Partnerships, and its very nature is built around action, collaboration, and community partnerships. The MAPP Steering Committee is currently made up of eleven community agencies that communicate, convene and partner on a regular basis. In addition to Derotha Ferraro of South Peninsula Hospital, current Steering Committee members include: Asia Freeman, Bunnell Street Arts Center; Brian Partridge, Kachemak Bay Campus; Claudia Haines, Kachemak Bay Family Planning Clinic; Emma Schumann, SVT Health & Wellness; Jay Bechtol, South Peninsula Behavioral Health Services; Kyra Wagner, Homer Soil & Water Conservation District; Lisa Talbott, Homer United Methodist Church; Lorne Carroll, Homer Public Health; Rick Abboud, City of Homer; and Ronnie Leach, South Peninsula Haven House.

HEC funding will allow South Peninsula Hospital (via MAPP) to develop a Community Health Improvement Plan (CHIP) that

- a) convenes community for prioritization of CHNA findings;
- b) engages new and existing partners for action plans to address priorities;
- c) creates engaging, easy to understand documents and materials; and
- d) is tracked through an easily accessed and understood digital community dashboard.

The CHIP may not be specific to the prevention of Covid-19, but it will be aimed to address the needs of vulnerable populations (individuals, families and communities) who have been disproportionately impacted by the virus, long COVID, and/or the pandemic itself.

MAPP has a history of collaborations between community partners beyond health services, and will continue to maintain and strengthen those relationships as part of the action phase of the CHIP. MAPP defines health broadly using the eight dimensions of wellness: cultural, economic, intellectual, emotional, environmental, physical, social and spiritual. These themes will be included in CHIP strategies, and represented in partner participation.

Total: \$25,000 for contracted services and expenses associated with community meetings and engagement, document production, marketing and developing an online dashboard.

Depending on activities selected, reporting requirements may include the following measure:

4.1: Number and proportion of new, expanded, or existing partnerships mobilized to address disproportionate health impacts of COVID-19.

5. Improve access to COVID-19 vaccine, as well as other necessary vaccines, for individuals who are higher risk or underserved:

- Increase local health care capacity for providing vaccinations
- Hire additional staff to support administration of vaccines and to promote easily accessible health education
- Increase capacity for mobile vaccine delivery
- Increase the number of children, adolescents, and adults receiving all ACIP-recommended vaccines
- Other activities (Please describe in the box below)

If there is not sufficient space to provide details of activities selected and proposed budget, please attach a spreadsheet or addendum to your application.

Total:

Depending on activities selected, reporting requirements may include the following measure:

5.1: Provide a description of the work and successes/challenges of COVID-19 vaccine-related activities (e.g., number of vaccine clinics, number of mobile vaccine clinics, number of pop-up clinics).

1
2
3
4
5
6
7
8
9
10
11
12
13

**CITY OF HOMER
HOMER, ALASKA**

RESOLUTION 23-031

14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
AUTHORIZING THE CITY MANAGER TO APPLY TO THE ALASKA
DEPARTMENT OF HEALTH AND SOCIAL SERVICES FOR A HEALTHY
AND EQUITABLE COMMUNITIES GRANT IN SUPPORT OF THE
HOMER COMMUNITY HEALTH IMPROVEMENT PLAN AND THE
BAYVIEW PARK RENOVATION PROJECT.

WHEREAS, The City of Homer strives to provide and improve city-operated facilities and services to meet the needs of the community; and

WHEREAS, The State of Alaska Department of Health and Social Services (DHSS) is making a second round of Healthy and Equitable Community (HEC) grant funding available to local units of government to support efforts statewide to create and sustain healthy and equitable communities; and

WHEREAS, The City previously partnered with South Peninsula Hospital to successfully administer HEC funds in support of the hospital's COVID-19 Test and Vaccine Clinic and to complete a Community Health Needs Assessment, which is phase one of the Homer Community Health Improvement Plan project; and

WHEREAS, Mobilizing partners to increase/improve data collection, reporting and planning to improve health outcomes among populations that are at higher risk or underserved and to guide current and future pandemic response is an eligible use of HEC Round 2 funds; and

WHEREAS, The City intends to again partner with South Peninsula Hospital through a sub-grant award of HEC Round 2 funds to complete the Community Health Improvement Plan, which is the second and final phase of the project; and

WHEREAS, Another eligible use of funds is to mobilize partners to improve spaces in the community to allow individuals and families greater access to and opportunities for better health outcomes, including recreational opportunities; and

WHEREAS, The Bayview Park Renovation project, long identified in the City of Homer's Capital Improvement Plan, seeks to improve park accessibility and its playground elements to make the park more inviting, accessible and safe for families with preschool age children to recreate; and

45 WHEREAS, The Bayview Park Renovation project has mobilized partnerships with
46 Sprout Community Services and will benefit from contributions from the Homer Kachemak
47 Bay Rotary Club.

48
49 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska hereby
50 authorizes the City Manager to apply to the Alaska Department of Health and Social Services
51 for a Healthy and Equitable Communities grant in support of the Homer Community Health
52 Improvement Plan and the Bayview Park Renovation project.


53
54 PASSED AND ADOPTED by the Homer City Council this 10th day of April, 2023.

55
56 CITY OF HOMER

57 

58
59 _____
60 KEN CASTNER, MAYOR

61
62 ATTEST:

63 
64 _____
65 MELISSA JACOBSEN, MMC, CITY CLERK

66
67 Fiscal note: N/A



Bayview Park Budget
City of Homer HEC Round 2 Funds Request

Element	Qty	Unit Price	Total Price	Funding Source			Total
				HEC Round 2	Rotary	Additonal Funds	
Playground Equipment	2	\$ 10,000.00	\$ 20,000.00	\$ 8,450.00	\$ 11,550.00	\$ -	\$ 20,000.00
Playground Surfacing (Engineered wood fiber)	1020 sf	\$ 26.00	\$ 26,000.00	\$ 26,000.00	\$ -	\$ -	\$ 26,000.00
Benches	2	\$ 1,500.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00
Log Seats	9	\$ 100.00	\$ 900.00	\$ 700.00	\$ 200.00		\$ 900.00
Bridges	2	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00			\$ 10,000.00
Lookout/Brid Watch Stn	1	\$ 7,466.00	\$ 7,466.00	\$ 7,466.00			\$ 7,466.00
Accessible Path to Lookout	LS	\$ 5,000.00	\$ 5,000.00	\$ 550.00		\$ 4,450.00	\$ 5,000.00
Boulders/Driftwood Logs	10	\$ 250.00	\$ 2,500.00	\$ 2,250.00	\$ 250.00		\$ 2,500.00
Contracted Services							
Community Engagement	LS	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00			\$ 5,000.00
Design/Specs	LS	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00			\$ 10,000.00
Sign	1	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00			\$ 1,500.00
Drainage Work	LS	\$ 3,000.00	\$ 3,000.00			\$ 3,000.00	\$ 3,000.00
Asphalt Services							
Asphalt Parking Lot	LS	\$ 32,000.00	\$ 32,000.00			\$ 32,000.00	\$ 32,000.00
Pedestrian Path & Patio	LS	\$ 12,864.00	\$ 12,864.00			\$ 12,864.00	\$ 12,864.00
TOTAL PROJECT ESTIMATE			\$ 139,230.00	\$ 74,916.00	\$ 12,000.00	\$ 52,314.00	\$ 139,230.00

BAYVIEW PARK

Park Plan and Priorities to be developed into a final design and specifications with public input.



- ① Regrade ADA parking space. Pave with asphalt if feasible, provide striping to show access aisle.
- ② Provide accessible pathway connection between ADA parking space and playground structures, with compacted gravel or asphalt. Longitudinal slopes shall be less than 4.5% and cross slopes shall be less than 1.75%. End pathway with small roundabout at end with digging area in center. Provide accent plantings between pathway and fence.
- ③ Replace white picket fence and gates along West, South, and East perimeter of park with new fence design.
- ④ Install new play structure, 2-bay swingset, and rubber tile play surfacing with timber edge.
- ⑤ Create park entrance area. Provide accessible surfacing, location for future artwork/play sculpture, provide trash can, park signage, benches, BBQ grills, and drinking fountain (if possible).
- ⑥ Add more seating on other side of drainage.
- ⑦ Create look-out or birdwatching station at highpoint in northwest corner of site, with a deck to allow creative play.

**CITY OF HOMER
HOMER, ALASKA**

Mayor

ORDINANCE 23-37

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA, AMENDING THE FY23 CAPITAL BUDGET BY APPROPRIATING \$42,500 FROM THE HOMER ACCELERATED WATER AND SEWER FUND (HAWSP) FOR THE PURPOSE OF ENGINEERING AND INSTALLATION OF WATER AND SEWER FOR JACK GIST PARK.

WHEREAS, Resolution 23-047(S) has established improvements to Jack Gist Park to be included as a funding priority in the FY23/24 budget; and

WHEREAS, 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 ; and

WHEREAS, 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; and

WHEREAS, While the work in the adjoining subdivision was scheduled to take place in the fall, the schedule has been accelerated to begin this spring; and

WHEREAS, These circumstances now require an appropriation from the current fiscal year.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY23 Capital Budget by appropriating \$42,500 for the purpose of engineering and installation of water and sewer to Jack Gist Park as follows:

Transfer from:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
205	HAWSP	\$42,500

Transfer to:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
215-xxxx	Jack Gist Park Water/Sewer Engineering and Installation	\$42,500

43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67

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

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ____ day of _____, 2023.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:

CITY OF HOMER
HOMER, ALASKA

City Clerk

RESOLUTION 23-051

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING THE REGULAR MEETING SCHEDULE FOR THE
PLANNING COMMISSION.

WHEREAS, Pursuant to Homer City Code Section 1.14.020, the City Council annually sets the schedule for regular meetings noting the dates, times and places; and

WHEREAS, City Council adopted the 2023 regular meeting schedules via Resolution 22-085 at their regular meeting on November 28, 2022; and

WHEREAS, The Planning Commission deliberated in depth the proposed reduction of meetings to once per month to effect efficiency in staff and commission capacity at their regular meetings on April 19, 2023 and May 3, 2023; and

WHEREAS, This Resolution does not preclude additional meetings such as emergency meetings, special meetings, worksessions, on an as needed or required basis.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Homer, Alaska that the 2023 meeting schedule for the Planning Commission is amended, as follows:

PLANNING COMMISSION (PC)

					June 7, 21
July 19*	August 2, 16	September 6, 20	October 4, 16**	November 1	December 6

*There will be ~~no a First~~ Regular meeting in July **on the third Wednesday of the month** ~~or Second Regular Meetings in November and December.~~

~~**Second meeting in October will be held on a Monday due to Alaska Day.~~

Planning Commission Regular Meetings are held on the first ~~and third~~ Wednesday of each month at 6:30 p.m.

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

CITY OF HOMER

KEN CASTNER, MAYOR

41 ATTEST:

42

43

44 _____

45 MELISSA JACOBSEN, MMC, CITY CLERK

46

47 Fiscal Impact: Advertising of meetings in regular weekly meeting ad and advertising of any
48 additional meetings.

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

3 City Manager/
4 Public Works Director

5 **RESOLUTION 23-052**

6
7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
8 APPROVING A LOCATION TO INSTALL A THREE-PART MURAL BY
9 ALASKAN ARTIST KIM MCNETT INSPIRED BY THE HOMER
10 DRAWDOWN'S PEATLAND PROJECT TO BE PLACED INSIDE THE
11 HOMER AIRPORT TERMINAL BUILDING.
12

13 WHEREAS, Resolution 22-022(A) accepted and approved the donation from the Bunnell
14 Street Art Center of a two-part mural by Alaskan Artist Kim McNett inspired by the Homer
15 Drawdown's Peatland Project to be placed at the exterior of the Homer Airport; and
16

17 WHEREAS, Some concerns were expressed about the location of the artwork on the
18 exterior of the Terminal Building and the configuration has changed from a two-part mural to
19 a three-part mural; and
20

21 WHEREAS, It is appropriate for the City Council to review the plans for the artwork
22 placement and verify their approval.
23

24 NOW THEREFORE BE IT RESOLVED that the Homer City Council hereby verifies its
25 acceptance of the donation from the Bunnell Street Arts Center, which will be a three-part
26 mural, and which will be installed on the interior of the Homer Airport Terminal Building.
27

28 PASSED AND ADOPTED by the Homer City Council this 22nd day of May, 2023.
29

30 CITY OF HOMER

31
32
33 _____
34 KEN CASTNER, MAYOR

35 ATTEST:
36

37 _____
38 MELISSA JACOBSEN, MMC, CITY CLERK
39

40 Fiscal note: N/A

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41

**CITY OF HOMER
HOMER, ALASKA**

City Clerk/
PARCAC

RESOLUTION 22-022(A)

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, APPROVING AND ACCEPTING A DONATION FROM THE BUNNELL STREET ARTS CENTER OF A TWO PART MURAL BY ALASKAN ARTIST KIM MCNETT INSPIRED BY THE PEATLAND PROJECT TO BE PLACED ~~ON THE EXTERIOR OF~~ **AT THE** HOMER AIRPORT ~~ON EACH SIDE OF THE ENTRANCE DOOR~~ **AT A PLACE TO BE DETERMINED.**

WHEREAS, Peatlands have gained global recognition as top priority habitats as they absorb carbon from the atmosphere and store it away and the proposed mural will help people understand how carbon is found throughout the ecosystem including our atmosphere; and

WHEREAS, The Bunnell Street Arts Center and Homer Drawdown collaborated to create and issue a public call for applications with advice from the Homer Public Works Department in the spring of 2021; and

WHEREAS, A Committee was formed consisting of one City Council member, two City Employees, a representative from Bunnell Street Arts Center and two representatives from Homer Drawdown, which created the Peatlands Project; and

WHEREAS, Alaskan Artist Kim McNett displayed the talent, expertise and previous experience in creating similar works and was selected by the committee to create the mural to show the value our local peatlands provide within the Homer community; and

WHEREAS, ~~The mural is proposed to be affixed in two sections on the exterior of the BU~~ **mural's site is to be determined at the** Homer Airport ~~to either side of the main entrance doors~~ and the Public Works Department has stated that they will provide the labor, equipment and required lighting necessary to install the mural along with future periodic maintenance; and

WHEREAS, The Parks, Art, Recreation and Culture Advisory Commission (PARCAC) has reviewed the request for the donation and has recommended that City Council accept the donation.

NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby accepts and approves the donation from the Bunnell Street Art Center of a two part mural by Alaskan Artist

42 Kim McNett inspired by the Peatland Project to be placed on the exterior of the Homer Airport
43 ~~on each side of the main entrance doors.~~

44
45 BE IT FURTHER RESOLVED this is subject to any approvals required by the Alaska
46 Department of Transportation and Public Facilities as owners of the Homer Airport Property.

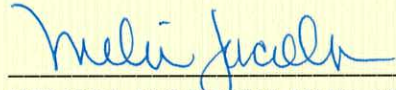
47
48 PASSED AND ADOPTED by the Homer City Council this 29th day of March, 2022.

49
50 CITY OF HOMER

51
52 

53
54 KEN CASTNER, MAYOR

55
56 ATTEST:

57 

58
59 MELISSA JACOBSEN, MMC, CITY CLERK

60
61 Fiscal Note: N/A











Operating Budget Amendments - FY24/25

Request Name	Sponsor	FY24	FY25	Funding Source	Status
		Amount	Amount		
Increased Funding - Homer Chamber	Davis	\$ 24,000	\$ 24,000	General Fund Unassigned Fund Balance	Passed
Homer Business Advisor (AKSBDC)	Venuti	\$ 15,000	\$ 15,000		Failed
Community Recreation Software	Venuti	\$ 11,000	\$ 7,000	General Fund Unassigned Fund Balance	Passed
Sign Repair at Library	Mayor	\$ 1,800		General Fund Unassigned Fund Balance	Passed
Sister City Advertising & Gifts	Mayor	\$ 4,000		General Fund Unassigned Fund Balance	Passed
Community Recreation FTE	Erickson	\$ 43,000	\$ 45,000	General Fund Unassigned Fund Balance	Passed
Reduction - Planning Food and Staples	Erickson	\$ (8,000)	\$ (8,000)		Passed
Reduction - Planning Advertising	Erickson	\$ (7,000)	\$ (7,000)		Passed
Reduction - Professional Services and Employee Training	Erickson	TBD	TBD		

Capital Budget Amendments - FY24/25

Request Name	Sponsor	FY24	FY25	Funding Source	Status
		Amount	Amount		
ADA Accessibility Equipment	Aderhold	\$ 9,739		General Fund CARMA	Passed
New Comprehensive Plan Development	Aderhold	\$ 400,000		General Fund CARMA	Passed
Town Center Plan Revision	Davis	\$ 250,000		General Fund CARMA	Failed
Jack Gist Park - Water/Sewer Extension	Mayor	\$ 120,000		\$42,500 HAWSP; \$77,500 General Fund Unassigned Fund Balance	Passed
Karen Hornaday Park - Water/Sewer Extension	Mayor	\$ 30,000	\$ 500,000	FY24 - \$10,000 HAWSP; \$20,000 GF Unassigned Fund Balance FY25 - \$150,000 HAWSP; \$350,000 General Fund Unassigned Fund Balance	Passed
Grid Repair/Replacement Design	Erickson	\$ 25,000	\$ 100,000	Port Reserves	Failed
Remove - Wayfinding and Streetscape Implementation	Erickson	\$ (50,000)		Remove capital project and return funds back to HART Trails	Failed
Remove - Pumper/Tanker Contingency	Erickson	\$ (25,000)		Remove capital project and return funds back to General Fund Fleet CARMA	Failed
Remove - Fuel Island Replacement	Erickson	\$ (190,000)		Remove capital project and return funds back to HART Roads	Passed
Remove - Personnel Regulations and Salary Schedule Overhaul	Erickson	\$ (75,000)		Remove capital project and return funds back to General Fund CARMA	Postponed 6/12/23
Remove - Trail Design Criteria Manual Update	Erickson	\$ (50,000)		Remove capital project and return funds back to HART Trails	
Future Rec Center	Mayor	\$ 1,000,000	\$ 1,000,000	FY24 - \$1,000,000 Future General Fund Unassigned Fund Balance FY25 - \$1,000,000 Future General Fund Unassigned Fund Balance	
Lane Dividers for West Fairview/Eric Lane	Davis	\$ 6,000		HART Roads	

CITY OF HOMER
HOMER, ALASKA

City Manager

ORDINANCE 23-20(A)

AN ORDINANCE OF THE HOMER CITY COUNCIL APPROPRIATING FUNDS FOR THE FISCAL YEARS 2024 and 2025 FOR THE GENERAL FUND, THE WATER FUND, THE SEWER FUND, THE PORT/HARBOR FUND, AND INTERNAL SERVICE FUNDS.

THE CITY OF HOMER ORDAINS:

Section 1. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2024:

General Fund	\$16,122,999 <u>16,179,131</u>
Water Fund	\$ 2,370,842 <u>2,369,005</u>
Sewer Fund	\$ 1,949,879 <u>1,948,388</u>
Port/Harbor Fund	<u>\$ 5,786,422</u>
Total Expenditures	\$26,230,142 <u>26,282,946</u>
Internal Service Funds	\$2,735,926

Section 2. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2025:

General Fund	\$16,421,394 <u>16,468,685</u>
Water Fund	\$ 2,429,922 <u>2,428,003</u>
Sewer Fund	\$ 2,085,485 <u>2,083,925</u>
Port/Harbor Fund	<u>\$ 5,870,925</u>
Total Expenditures	\$26,807,726 <u>26,851,538</u>
Internal Service Funds	\$2,940,129

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

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



AGENDA ITEM REPORT

Ordinance 23-20, An Ordinance of the City Council of Homer, Alaska Appropriating Funds for the Fiscal Years 2024 and 2025 for the General Fund, the Water Fund, the Sewer Fund, the Port/Harbor Fund, and Internal Services Funds. City Manager.

Item Type: Ordinance
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 24 April 2023
From: Rob Dumouchel, City Manager

The Operating Budget which covers the General Fund, Water and Sewer Utility, and Port Enterprise Fund are up for introduction on April 10th. The budget package presented amounts to \$26,230,142 for fiscal year 2024 and \$26,870,726 for fiscal year 2025.

There are a few notable changes from the preview provided at the March 28th City Council Meeting:

- The health insurance increase was negotiated down to 6.8% with our broker and provider
- The COLA for FY24 was increased to 1.5% from 1%
- An additional full-time position was added to the Port Enterprise that will focus, in part, on property management

Recommendation:

Conduct public hearing April 24 vote on proposed amendments, in any. Second public hearing May 8, 2023 and second reading May 8, 2023

Attachments:

Ordinance 23-20
Draft FY24/25 Operating Budget

**CITY OF HOMER
HOMER, ALASKA**

City Manager

ORDINANCE 23-20

AN ORDINANCE OF THE HOMER CITY COUNCIL APPROPRIATING FUNDS FOR THE FISCAL YEARS 2024 AND 2025 FOR THE GENERAL FUND, THE WATER FUND, THE SEWER FUND, THE PORT/HARBOR FUND, AND INTERNAL SERVICE FUNDS.

THE CITY OF HOMER ORDAINS:

Section 1. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2024:

General Fund	\$16,122,999
Water Fund	\$ 2,370,842
Sewer Fund	\$ 1,949,879
Port/Harbor Fund	<u>\$ 5,786,422</u>
Total Expenditures	\$26,230,142
Internal Service Funds	\$2,735,926

Section 2. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2025:

General Fund	\$16,421,394
Water Fund	\$ 2,429,922
Sewer Fund	\$ 2,085,485
Port/Harbor Fund	<u>\$ 5,870,925</u>
Total Expenditures	\$26,807,726
Internal Service Funds	\$2,940,129

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

Section 4. Grant funds.

- 41 (a) If grant funds that are received during the fiscal year exceed the amounts of such
42 funds appropriated by this ordinance by not more than \$25,000, the affected
43 appropriation is increased by the amount of the increase in receipts.
44
- 45 (b) If grant funds that are received during the fiscal year exceed the amounts
46 appropriated by this ordinance by not more than \$25,000, the appropriation from
47 city funds for the affected program may be reduced by the excess if the reduction is
48 consistent with applicable federal and state statutes.
49
- 50 (c) If grant funds that are received during the fiscal year fall short of the amounts
51 appropriated by this ordinance, the affected appropriation is reduced by the
52 amount of the shortfall in receipts.
53

54 Section 5. Donations or charitable contributions. If donations or contributions are
55 received during the fiscal year that exceed the amounts of such funds appropriated by this
56 ordinance by not more than \$5,000, the affected appropriation is increased by the amount of
57 the increase in receipts.
58

59 Section 6. A copy of the adopted budget shall be certified by the City Clerk and filed in
60 the office of the City Clerk.
61

62 Section 7. The supporting Line Item Budget detail as presented by the Administration
63 and reviewed by the City Council is incorporated as part of this Budget Ordinance.
64

65 Section 8. The property tax mill levy is set at 4.5 mills for 2024.
66

67 Section 9. This Ordinance is limited to approval of the budget and appropriations for
68 Fiscal Year 2024 and 2025, is a non code Ordinance and shall become effective July 1, 2023.
69

70 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___ day of _____,
71 2023.
72

CITY OF HOMER

KEN CASTNER, MAYOR

77 ATTEST:
78
79 _____
80 MELISSA JACOBSEN, MMC, CITY CLERK
81

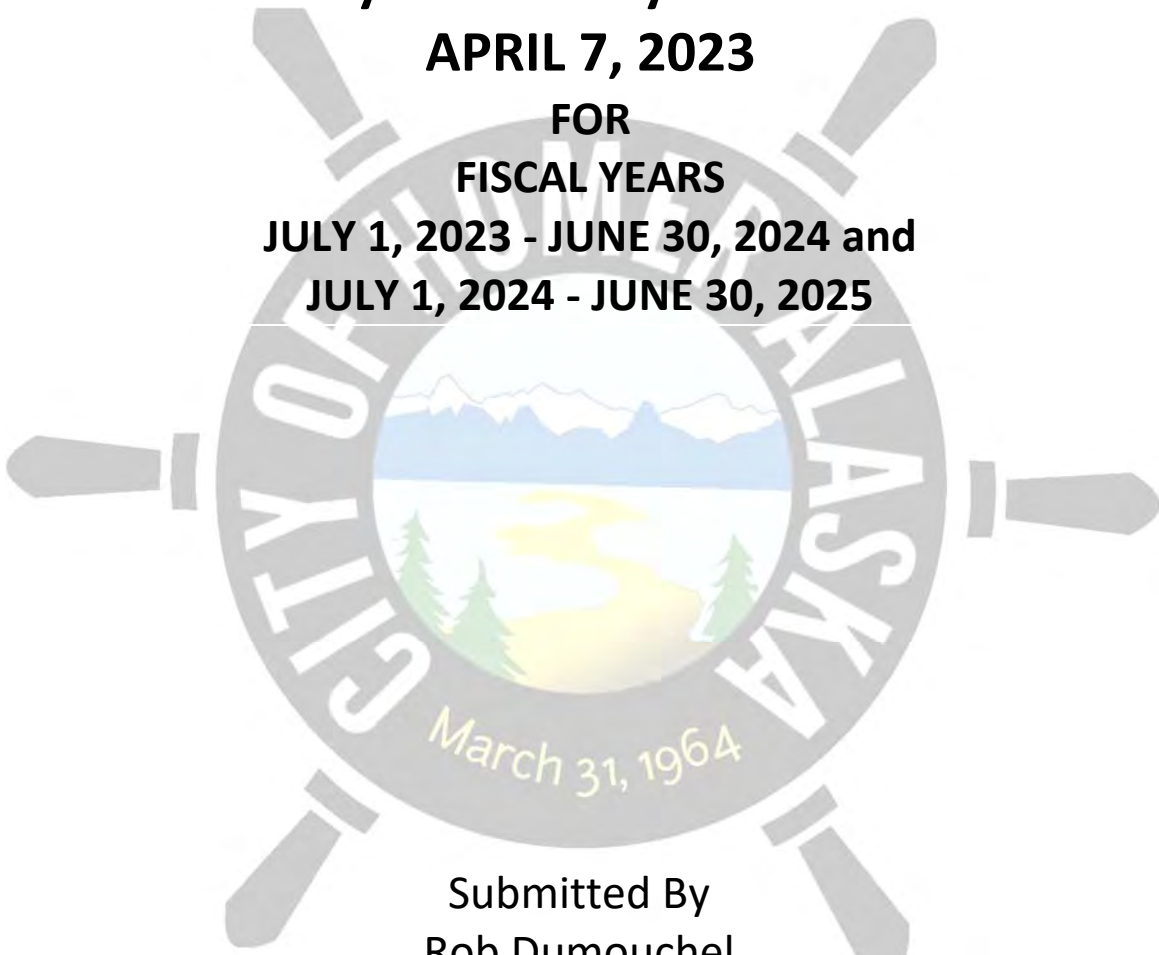
82 YES:

- 83 NO:
- 84 ABSTAIN:
- 85 ABSENT:
- 86
- 87 First Reading:
- 88 Public Hearing:
- 89 Second Reading:
- 90 Effective Date:

CITY OF HOMER

**DRAFT BIENNIAL
OPERATING BUDGET
By Homer City Council
APRIL 7, 2023**

**FOR
FISCAL YEARS
JULY 1, 2023 - JUNE 30, 2024 and
JULY 1, 2024 - JUNE 30, 2025**



Submitted By
Rob Dumouchel
City Manager

Prepared By Finance Department

FUND 100

REVENUE DETAIL BY LINE ITEM

Sorted by Type

A/C Num.	Revenue Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
0005	PROPERTY TAXES:							
4101	Real Prop Tax	105,553	3,496,052	3,516,902	3,777,205	3,880,104	363,202	10.3%
4102	Per Prop Tax	8,950	242,101	231,940	229,406	236,982	5,042	2.2%
4103	Motr Vehicle Tx	17,333	47,004	46,978	45,721	45,581	(1,397)	-3.0%
4104	Prior Years Taxes	(4,793)	40,807	76,629	49,662	48,363	(28,266)	-36.9%
4105	Pen/Int Prop Tx	4,767	11,069	4,942	7,091	8,642	3,700	74.9%
4107	Oil Tax	-	-	6,506	6,000	6,000	(506)	-7.8%
	Total Property Taxes	131,810	3,837,033	3,883,898	4,115,085	4,225,672	341,773	8.8%
0010	SALES & USE TAXES:							
4201	Sales Tax	3,343,707	7,348,772	8,699,824	8,451,088	8,789,131	89,307	1.0%
4206	Remote Sales Tax	-	358,088	207,225	435,000	455,000	247,775	119.6%
4202	Cooperative Tax	-	23,877	24,458	24,161	23,901	(558)	-2.3%
4203	Liquor License	25,750	21,550	26,883	25,033	23,667	(3,217)	-12.0%
4205	Sales Tax Comm	950	5,000	4,000	4,000	4,333	333	8.3%
	Total Sales and Use Taxes	3,370,407	7,757,288	8,962,391	8,939,282	9,296,032	333,641	3.7%
0015	PERMITS & LICENSES:							
4301	Driveway Permit	1,131	2,475	2,089	2,204	2,196	107	5.1%
4302	Sign Permits	200	150	161	150	117	(44)	-27.6%
4303	Building Permit	11,650	20,945	17,018	15,767	16,800	(217)	-1.3%
4304	Peddler Permits	1,045	2,384	2,336	3,067	2,693	357	15.3%
4308	Zoning Fees	4,605	8,050	14,075	14,558	12,442	(1,633)	-11.6%
4309	Row Permit	3,240	2,730	3,725	3,135	3,075	(650)	-17.4%
4310	Marijuana Licenses	500	1,200	1,456	1,333	1,133	(322)	-22.1%
4314	Taxi/chauffeurs/safety Inspec	1,010	2,660	3,402	3,583	3,268	(134)	-4.0%
	Total Permits and Licenses	23,381	40,594	44,261	43,797	41,723	(2,538)	-5.7%
0020	FINES & FORFEITURES:							
4401	Fines/Forfeit	1,051	3,521	9,255	10,303	8,381	(874)	-9.4%
4402	Non Moving Fine	2,835	17,725	8,138	-	-	(8,138)	-100.0%
	Total Fines and Forfeitures	3,886	21,246	17,393	10,303	8,381	(9,012)	-51.8%
0025	USE OF MONEY:							
4801	Interest Income	418	(196,256)	153,499	-	-	(153,499)	-100.0%
4802	Penalty/Interest	-	-	-	-	-	-	0.0%
	Total Use of Money	418	(196,256)	153,499	-	-	(153,499)	-100.0%
0030	REVENUES-OTHER AGENCIES:							
4503	Prisoner Care	220,033	440,066	440,066	619,938	619,938	179,872	40.9%
4504	Borough 911	-	52,800	52,800	52,800	52,800	-	0.0%
4505	Police Sp Serv	18,000	45,000	36,000	39,600	39,600	3,600	10.0%
4507	Library Grt Ak	-	-	-	-	-	-	0.0%
4508	Library Grant	-	-	-	-	-	-	0.0%
4509	Assistant Fire Chief	-	-	-	-	-	-	0.0%
4510	Library E-Rate Discount	3,311	18,212	-	-	-	-	0.0%
4511	Pioneer Av Maint	-	34,000	34,000	34,000	34,000	-	0.0%
4514	Other Grants	-	-	-	-	-	-	0.0%
4527	PERS Revenue ***	224,297	437,745	-	-	-	-	0.0%
4909	Restitution	-	-	-	-	-	-	0.0%
	Total Intergovernmental	465,641	1,027,823	562,866	746,338	746,338	183,472	32.6%
0035	CHARGES FOR SERVICES:							
4311	Library Cards	-	-	-	-	-	-	0.0%
4315	Project Administration Fee	-	1,298	-	-	-	-	0.0%
4316	Lid Application Fee	200	100	-	-	-	-	0.0%
4317	Lid Yearly Bill	(297)	16,477	17,669	21,896	19,649	1,980	11.2%
4516	Pw Equip & Serv	(3,616)	-	1,907	-	-	(1,907)	-100.0%
4599	Pioneer Beautification	-	-	108	-	-	(108)	-100.0%
4601	Ambulance Fees	1,424	357,367	165,082	187,094	258,981	93,899	56.9%
4602	Fire Contr Kesa	-	-	-	-	-	-	0.0%

City of Homer
FY24/25 Operating Budget

FUND 100								
REVENUE DETAIL BY LINE ITEM								
Sorted by Type								
A/C Num.	Revenue Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
4603	Fire Contract - Kachemak City	48,796	103,028	90,100	112,513	112,513	22,413	24.9%
4604	HVF Class Fees	-	-	-	-	-	-	0.0%
4607	Other Services	3,704	12,376	20,768	24,671	17,465	(3,302)	-15.9%
	Camping	29,453	150,219	170,294	-	-	(170,294)	-100.0%
4609	Animal Care Fee	5,728	16,862	14,527	-	-	(14,527)	-100.0%
4610	Plans & Specs	-	5	-	-	-	-	0.0%
4611	City Clerk Fees	2,017	3,001	2,725	2,315	2,314	(412)	-15.1%
4612	Publication Fee	-	-	-	-	-	-	0.0%
4613	Cemetery Plots	400	15,200	4,933	6,133	9,000	4,067	82.4%
4614	Community Recreation Fees	3,772	12,895	27,191	31,942	23,686	(3,505)	-12.9%
4650	Rents & Leases	-	205	2,483	8,601	205	(2,278)	-91.7%
4655	Pavillion Rental	200	2,400	1,206	1,725	1,950	744	61.8%
4660	Advertising - Community School	-	-	-	-	-	-	0.0%
4907	Old School Fees	-	-	-	-	-	-	0.0%
	Total Charges for Services	91,780	691,433	518,992	396,890	445,762	(73,230)	-14.1%
0040	OTHER REVENUE:							
4901	Surplus Prop	43,224	3,740	-	-	-	-	0.0%
4902	Other Revenue	33,746	119,446	-	-	-	-	0.0%
4905	Donations/Gifts	-	-	-	-	-	-	0.0%
4512	REIMBURSEMENTS	-	-	-	-	-	-	0.0%
4906	Proc Law Suits	-	-	-	-	-	-	0.0%
	Total Other Revenues	76,970	123,185	-	-	-	-	0.0%
0045	AIRPORT TERMINAL REVENUES:							
4655	Airline Leases	59,969	128,052	126,258	125,605	130,966	4,708	3.7%
4656	Concessions	-	894	11,717	14,076	6,069	(5,648)	-48.2%
4657	Car Rental	19,701	52,584	38,478	36,981	42,706	4,228	11.0%
4658	Parking Fees	6,289	34,071	18,189	21,787	22,634	4,444	24.4%
4660	Advertising	-	5,467	-	-	-	-	0.0%
	Total Airport	85,959	221,068	194,643	198,448	202,375	7,732	4.0%
	Total Before Operating Transfers	4,250,253	13,523,414	14,337,944	14,450,142	14,966,284	628,340	4.4%
0099	OPERATING TRANSFERS:							
4981	G/F Admin Water	162,101	-	-	-	-	-	0.0%
4982	G/F Admin Sewer	141,533	-	-	-	-	-	0.0%
4983	G/F Admin P & H	-	-	-	-	-	-	0.0%
4984	G/F ADMIN HART	-	-	-	-	-	-	0.0%
4985	G/F Admin Hawsp	-	-	-	-	-	-	0.0%
4987	G/F ADMIN HART -TRAILS	-	-	-	-	-	-	0.0%
4990	HART Transfer - Road/Trail Mtn	-	846,091	907,807	1,275,882	1,306,291	398,485	43.9%
4992	Other Transfer	11,550	10,000	-	10,000	10,000	10,000	0.0%
4990	Other Transfer	1,805	-	-	386,974	138,819	138,819	0.0%
	Total Operating Transfers	316,989	856,091	907,807	1,672,857	1,455,111	547,304	60.3%
	Grand Total	4,567,242	14,379,505	15,245,750	16,122,999	16,421,394	1,175,644	7.7%
	Grand Total (Adj) ***	4,342,945	13,941,761	15,245,750	16,122,999	16,421,394	1,175,644	7.7%

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
TOTAL COMBINED EXPENDITURES								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	2,420,778	4,929,941	6,050,302	6,154,522	6,328,499	278,197	4.6%
5102	Fringe Benefits	1,345,337	3,064,200	3,385,903	3,451,283	3,551,035	165,132	4.9%
5103	Part-time Wages	155,080	319,196	505,228	472,260	476,753	(28,476)	-5.6%
5104	Part-time Benefits	37,992	90,106	135,062	161,695	166,784	31,723	23.5%
5105	Overtime	240,854	576,161	393,132	402,326	402,432	9,300	2.4%
5107	Part-time Overtime	2,466	13,658	15,989	18,151	18,151	2,162	13.5%
5108	Unemployment Benefits	9,924	8,377	-	-	-	-	0.0%
5112	PERS Relief	224,297	437,745	-	-	-	-	0.0%
	Total Salaries and Benefits	4,436,729	9,439,384	10,485,615	10,660,237	10,943,653	458,038	4.4%
Maintenance and Operations								
5201	Office Supplies	14,346	33,489	45,700	58,950	47,950	2,250	4.9%
5202	Operating Supplies	78,188	202,307	260,270	374,570	374,330	114,060	43.8%
5203	Fuel and Lube	122,907	271,689	264,800	252,300	252,300	(12,500)	-4.7%
5204	Chemicals	109,009	153,864	187,600	222,600	222,600	35,000	18.7%
5205	Ammunition	18,215	18,116	20,000	20,000	20,000	-	0.0%
5206	Food and Staples	10,113	40,484	33,700	57,400	49,900	16,200	48.1%
5207	Vehicle and Boat Maintenance	104,493	260,234	274,200	295,000	295,500	21,300	7.8%
5208	Equipment Maintenance	5,950	29,309	36,125	51,125	53,125	17,000	47.1%
5209	Building & Grounds Maintenance	40,494	75,949	100,357	102,757	103,757	3,400	3.4%
5210	Professional Services	444,694	624,638	784,357	973,250	972,850	188,493	24.0%
5211	Audit Services	13,873	95,479	98,051	107,856	118,642	20,591	21.0%
5213	Survey and Appraisal	1,232	(2)	5,000	13,000	13,000	8,000	160.0%
5214	Rents & Leases	62,648	129,870	158,373	195,223	196,658	38,285	24.2%
5215	Communications	78,049	235,079	183,605	197,190	201,190	17,585	9.6%
5216	Freight and Postage	15,924	21,764	24,100	14,800	14,800	(9,300)	-38.6%
5217	Electricity	152,694	256,174	294,911	281,792	309,971	15,060	5.1%
5218	Water	6,879	19,790	28,939	21,769	23,946	(4,993)	-17.3%
5219	Sewer	9,100	27,280	35,574	30,008	33,009	(2,565)	-7.2%
5220	Refuse and Disposal	4,215	7,951	10,300	10,300	10,300	-	0.0%
5221	Property Insurance	14,383	38,337	41,885	61,074	67,182	25,297	60.4%
5222	Auto Insurance	18,307	41,241	43,333	46,124	50,737	7,404	17.1%
5223	Liability Insurance	48,549	100,044	120,809	122,047	134,222	13,413	11.1%
5224	Fidelity Bond	225	450	450	450	450	-	0.0%
5227	Advertising	9,104	28,640	41,300	50,900	50,900	9,600	23.2%
5228	Books	20,981	47,923	48,650	45,750	45,750	(2,900)	-6.0%
5229	Periodicals	5,551	10,286	10,500	12,550	12,550	2,050	19.5%
5230	Audio Visual	7,691	17,885	16,500	16,500	16,500	-	0.0%
5231	Tools and Equipment	63,223	112,444	113,250	139,945	139,945	26,695	23.6%
5233	Computer Related Items	10,878	52,614	49,200	66,200	66,200	17,000	34.6%
5234	Record and Permits	72	460	1,000	1,000	1,000	-	0.0%
5235	Membership Dues	5,737	19,978	24,230	28,470	28,470	4,240	17.5%
5236	Transportation	2,918	38,002	52,800	-	-	(52,800)	-100.0%
5237	Subsistence	1,468	20,896	28,100	-	-	(28,100)	-100.0%
5238	Printing and Binding	970	3,138	14,700	13,550	13,550	(1,150)	-7.8%
5242	Janitorial	-	2	1,000	1,000	1,000	-	0.0%
5244	Snow Removal	32,710	55,725	29,700	29,700	29,700	-	0.0%
5248	Lobbying	10,500	21,000	21,000	52,000	52,000	31,000	147.6%
5251	Pioneer Beautification	2,362	1,613	1,500	1,500	1,500	-	0.0%
5252	Credit Card Expenses	489	2,140	8,750	2,350	2,350	(6,400)	-73.1%
5280	Volunteer Incentives	9,864	23,918	39,000	39,000	39,000	-	0.0%
5282	City Hall Building Maintenance	5,666	34,001	10,000	10,000	10,000	-	0.0%
5283	Library Building Maintenance	6,399	3,081	18,000	25,000	25,000	7,000	38.9%
5284	Police Building Maintenance	831	10,514	10,500	10,500	10,500	-	0.0%
5285	Fire Building Maintenance	191	4,876	5,000	5,000	5,000	-	0.0%
5286	Old School Building Maintenance	840	89	3,000	-	-	(3,000)	-100.0%
5287	Animal Control Building Maintenance	1,897	2,349	2,500	2,500	2,500	-	0.0%
5288	Old Police Building Maintenance	-	3,630	3,500	-	-	(3,500)	-100.0%
5292	City Hall Motor Pool	203	150	700	700	700	-	0.0%

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
TOTAL COMBINED EXPENDITURES								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
5293	Police Motor Pool	21,135	20,701	20,000	20,000	20,000	-	0.0%
5294	Fire Motor Pool	5,379	14,171	25,000	18,000	18,000	(7,000)	-28.0%
5601	Uniform	15,735	40,422	37,400	67,900	67,900	30,500	81.6%
5602	Safety Equipment	10,767	29,619	31,200	37,950	39,950	8,750	28.0%
5603	Employee Training	34,026	98,952	157,750	320,750	320,010	162,260	102.9%
5604	Public Education	1,100	2,087	3,050	2,750	2,750	(300)	-9.8%
5611	ADA Compliance	-	39	250	250	250	-	0.0%
5614	Car Allowance	4,005	7,928	7,942	9,842	9,842	1,900	23.9%
5624	Legal Services	-	402,087	275,000	200,000	200,000	(75,000)	-27.3%
5625	Impound Costs	2,060	2,735	6,000	6,000	6,000	-	0.0%
5626	Jail Laundry Services	-	733	-	-	-	-	0.0%
5630	Haven House	-	14,000	14,000	14,000	14,000	-	0.0%
5632	Wellness Program	12,510	27,843	23,000	27,000	27,000	4,000	17.4%
5633	Phones	1,332	3,230	10,000	10,000	10,000	-	0.0%
5634	Networking	3,759	1,956	6,500	6,500	6,500	-	0.0%
5635	Software	6,660	34,892	45,890	58,500	58,500	12,610	27.5%
5636	Servers	102	-	5,000	15,000	15,000	10,000	200.0%
5801	Pratt Museum	69,000	69,000	69,000	79,000	79,000	10,000	14.5%
5815	Parks & Recreation Board	-	325	1,500	1,500	1,500	-	0.0%
5830	Homer Foundation	25,000	25,000	25,000	25,000	25,000	-	0.0%
TBD	Homer Chamber	-	-	-	51,000	51,000	51,000	0.0%
TBD	IT Security	-	-	-	80,000	80,000	80,000	0.0%
TBD	Subscription Databases - New GL	-	-	-	10,000	10,000	10,000	0.0%
	Total Maintenance and Operations	1,787,602	3,994,612	4,370,300	5,124,642	5,182,734	812,434	18.6%
	Transfers							
5106	Leave Cash Out	58,222	136,126	122,629	221,360	178,375	55,747	45.5%
5990	Transfers To	58,142	4,583,024	267,206	116,760	116,632	(150,574)	-56.4%
	Total Transfers	116,364	4,719,150	389,835	338,120	295,007	(94,827)	-24.3%
	Total	6,340,695	18,153,147	15,245,750	16,122,999	16,421,394	1,175,644	7.7%

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
ADMIN COMBINED EXPENDITURES								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	666,980	1,420,192	1,841,796	1,852,558	1,901,584	59,788	3.2%
5102	Fringe Benefits	332,188	777,258	983,725	984,382	1,012,574	28,849	2.9%
5103	Part-time Wages	39,370	89,128	133,563	252,115	255,426	121,863	91.2%
5104	Part-time Benefits	24,400	62,654	70,082	115,674	119,844	49,762	71.0%
5105	Overtime	8,506	18,883	21,875	27,243	27,349	5,474	25.0%
5107	Part-time Overtime	50	1,501	1,700	1,200	1,200	(500)	-29.4%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	57,763	115,583	-	-	-	-	0.0%
Total Salaries and Benefits		1,129,257	2,485,199	3,052,740	3,233,172	3,317,976	265,236	8.7%
Maintenance and Operations								
5201	Office Supplies	6,066	12,505	18,000	20,250	20,250	2,250	12.5%
5202	Operating Supplies	787	3,457	3,270	3,770	3,770	500	15.3%
5203	Fuel and Lube	15,172	23,855	18,000	18,000	18,000	-	0.0%
5206	Food and Staples	8	6,406	5,700	21,400	21,400	15,700	275.4%
5208	Equipment Maintenance	37	1,531	6,775	6,775	6,775	-	0.0%
5209	Building & Grounds Maintenance	-	-	250	250	250	-	0.0%
5210	Professional Services	66,143	109,154	144,100	157,200	155,800	11,700	8.1%
5213	Survey and Appraisal	-	-	2,000	10,000	10,000	8,000	400.0%
5214	Rents & Leases	1,475	3,645	6,000	6,000	6,000	-	0.0%
5215	Communications	35,089	106,660	80,500	89,200	89,200	8,700	10.8%
5216	Freight and Postage	791	3,025	5,200	6,850	6,850	1,650	31.7%
5217	Electricity	13,187	27,776	38,068	30,554	33,609	(4,459)	-11.7%
5218	Water	224	949	1,724	1,044	1,148	(576)	-33.4%
5219	Sewer	186	1,044	1,714	1,148	1,263	(451)	-26.3%
5221	Property Insurance	4,206	9,305	10,236	16,541	18,195	7,959	77.8%
5223	Liability Insurance	2,111	4,122	7,066	6,023	6,596	(470)	-6.7%
5227	Advertising	8,279	23,995	34,650	42,650	42,650	8,000	23.1%
5228	Books	20,981	47,223	48,150	45,750	45,750	(2,400)	-5.0%
5229	Periodicals	5,551	10,286	10,500	12,550	12,550	2,050	19.5%
5230	Audio Visual	7,691	17,885	16,500	16,500	16,500	-	0.0%
5231	Tools and Equipment	4,613	13,054	13,800	19,700	19,700	5,900	42.8%
5233	Computer Related Items	9,876	36,680	34,700	51,700	51,700	17,000	49.0%
5234	Record and Permits	72	460	1,000	1,000	1,000	-	0.0%
5235	Membership Dues	3,256	6,942	9,310	13,150	13,150	3,840	41.2%
5236	Transportation	1,305	14,767	22,750	-	-	(22,750)	-100.0%
5237	Subsistence	365	9,432	11,000	-	-	(11,000)	-100.0%
5238	Printing and Binding	59	2,119	10,150	11,800	11,800	1,650	16.3%
5240	Political Activities	-	-	-	-	-	-	0.0%
5244	Snow Removal	11,250	17,125	10,200	10,200	10,200	-	0.0%
5248	Lobbying	-	-	-	12,000	12,000	12,000	0.0%
5252	Credit Card Expenses	273	507	1,600	1,600	1,600	-	0.0%
5601	Uniform	-	-	-	1,000	1,000	1,000	0.0%
5603	Employee Training	6,552	21,028	33,750	114,000	114,000	80,250	237.8%
5604	Public Education	576	-	800	-	-	(800)	-100.0%
5611	ADA Compliance	-	39	250	250	250	-	0.0%
5614	Car Allowance	2,911	5,785	5,938	5,938	5,938	-	0.0%
5632	Wellness Program	12,510	27,843	23,000	27,000	27,000	4,000	17.4%
5633	Phones	1,332	3,230	10,000	10,000	10,000	-	0.0%
5634	Networking	3,759	1,956	6,500	6,500	6,500	-	0.0%
5635	Software	6,660	32,496	45,690	58,300	58,300	12,610	27.6%
5636	Servers	102	-	5,000	15,000	15,000	10,000	200.0%
5815	Parks & Recreation Board	-	-	-	1,500	1,500	1,500	0.0%
TBD	Subscription Databases - New GL	-	-	-	10,000	10,000	10,000	0.0%
TBD	IT Security	-	-	-	80,000	80,000	80,000	0.0%
Total Maintenance and Operations		253,454	606,287	703,841	963,093	967,194	263,353	37.4%
Total		1,382,712	3,091,487	3,756,582	4,196,265	4,285,171	528,589	14.1%

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0101 - CITY CLERK								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	105,470	225,224	241,719	258,254	264,134	22,415	9.3%
5102	Fringe Benefits	54,069	125,395	131,471	136,374	140,487	9,016	6.9%
5103	Part-time Wages	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	0.0%
5105	Overtime	5,654	10,772	13,000	13,000	13,105	105	0.8%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	10,230	20,005	-	-	-	-	0.0%
	Total Salaries and Benefits	175,424	381,396	386,191	407,627	417,727	31,536	8.2%
Maintenance and Operations								
5201	Office Supplies	920	1,365	3,000	3,000	3,000	-	0.0%
5206	Food and Staples	8	98	50	150	150	100	200.0%
5208	Equipment Maintenance	-	699	1,500	1,500	1,500	-	0.0%
5210	Professional Services	5,770	19,647	17,000	17,000	17,000	-	0.0%
5215	Communications	601	2,204	1,600	1,600	1,600	-	0.0%
5216	Freight and Postage	-	-	-	-	-	-	0.0%
5223	Liability Insurance	277	531	927	672	739	(189)	-20.3%
5227	Advertising	3,778	9,252	12,000	12,000	12,000	-	0.0%
5231	Tools and Equipment	472	4,782	1,200	1,200	1,200	-	0.0%
5233	Computer Related Items	1,462	-	1,000	1,000	1,000	-	0.0%
5234	Record and Permits	72	460	1,000	1,000	1,000	-	0.0%
5235	Membership Dues	84	843	1,000	1,000	1,000	-	0.0%
5236	Transportation	-	2,590	4,500	-	-	(4,500)	-100.0%
5237	Subsistence	-	3,814	3,500	-	-	(3,500)	-100.0%
5238	Printing and Binding	59	-	-	-	-	-	0.0%
5240	Political Activities	-	-	-	-	-	-	0.0%
5603	Employee Training	675	3,665	5,000	15,500	15,500	10,500	210.0%
5635	Software	-	948	-	-	-	-	0.0%
	Total Maintenance and Operations	14,177	50,898	53,277	55,622	55,689	2,411	4.5%
	Total	189,601	432,294	439,468	463,249	473,415	33,947	7.7%

FY24/25 Budget Notes:
5236/5237/5603 - combined all travel expenses connected with employee training into one account code to be consistent with budget account descriptions

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0102 - CITY ELECTIONS								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	-	-	-	-	-	-	0.0%
5102	Fringe Benefits	-	-	-	-	-	-	0.0%
5103	Part-time Wages	-	175	1,919	1,000	1,000	(919)	-47.9%
5104	Part-time Benefits	-	1	156	159	159	3	2.0%
5105	Overtime	-	-	-	-	-	-	0.0%
5107	Part-time Overtime	-	1,501	1,700	1,200	1,200	(500)	-29.4%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	-	1,677	3,775	2,359	2,359	(1,416)	-37.5%
Maintenance and Operations								
5201	Office Supplies	-	50	300	300	300	-	0.0%
5206	Food and Staples	-	42	250	250	250	-	0.0%
5208	Equipment Maintenance	-	600	1,175	1,175	1,175	-	0.0%
5210	Professional Services	-	-	-	5,000	5,000	5,000	0.0%
5216	Freight and Postage	-	-	-	-	-	-	0.0%
5227	Advertising	-	697	750	750	750	-	0.0%
5238	Printing and Binding	-	2,119	6,700	6,700	6,700	-	0.0%
	Total Maintenance and Operations	-	3,508	9,175	14,175	14,175	5,000	54.5%
	Total	-	5,185	12,950	16,534	16,534	3,584	27.7%

FY24/25 Budget Notes:
5103 - pay election workers in the event of a special election and all canvass board members
5210 - reimburse KPB for Homer's portion of regular Election Board Payroll through KPB MOA

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0110 - CITY MANAGER									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	110,695	283,762	497,053	365,953	372,505	(124,548)	-25.1%	
5102	Fringe Benefits	51,433	139,263	244,170	178,600	182,804	(61,366)	-25.1%	
5103	Part-time Wages	-	279	-	91,857	92,622	92,622	0.0%	
5104	Part-time Benefits	-	22	-	23,728	24,571	24,571	0.0%	
5105	Overtime	(714)	621	375	892	892	517	137.8%	
5107	Part-time Overtime	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%	
5112	PERS Relief	9,263	22,600	-	-	-	-	0.0%	
	Total Salaries and Benefits	170,678	446,547	741,598	661,030	673,394	(68,204)	-9.2%	
Maintenance and Operations									
5201	Office Supplies	2,120	1,646	1,200	1,200	1,200	-	0.0%	
5202	Operating Supplies	-	-	-	-	-	-	0.0%	
5206	Food and Staples	-	6,235	5,000	10,000	10,000	5,000	100.0%	
5208	Equipment Maintenance	37	-	100	100	100	-	0.0%	
5210	Professional Services	51,000	57,207	61,000	30,000	30,000	(31,000)	-50.8%	
5215	Communications	960	2,140	2,500	8,000	8,000	5,500	220.0%	
5216	Freight and Postage	293	38	1,000	1,000	1,000	-	0.0%	
5223	Liability Insurance	339	705	1,144	1,308	1,439	295	25.7%	
5227	Advertising	1,000	8,025	12,000	12,000	12,000	-	0.0%	
5228	Books	-	70	-	-	-	-	0.0%	
5229	Periodicals	-	-	200	200	200	-	0.0%	
5231	Tools and Equipment	-	1,489	750	750	750	-	0.0%	
5233	Computer Related Items	130	2,635	1,000	1,000	1,000	-	0.0%	
5235	Membership Dues	1,000	2,032	2,925	4,000	4,000	1,075	36.8%	
5236	Transportation	-	4,658	6,000	-	-	(6,000)	-100.0%	
5237	Subsistence	365	3,513	4,000	-	-	(4,000)	-100.0%	
5238	Printing and Binding	-	-	2,500	2,500	2,500	-	0.0%	
5248	Lobbying	-	-	-	12,000	12,000	12,000	0.0%	
5603	Employee Training	1,384	3,616	8,000	34,000	34,000	26,000	325.0%	
5604	Public Education	576	-	800	-	-	(800)	-100.0%	
5614	Car Allowance	1,519	3,019	3,000	3,000	3,000	-	0.0%	
5635	Software	-	1,296	1,090	2,500	2,500	1,410	129.4%	
	Total Maintenance and Operations	60,722	98,323	114,209	123,558	123,689	9,480	8.3%	
	Total	231,400	544,870	855,807	784,588	797,082	(58,724)	-6.9%	

FY24/25 Budget Notes:

5101/5102 - FY23 budget included funding for two full time special projects coordinators; FY24/25 budget has one full time coordinator and other full time position is split into two part time positions (one coordinator and one planning technician coded to Planning budget); 50% of special projects communications coordinator is coded to Port-Administration budget
5103/5104 - move full time to part time; allow for additional part time support
5206 - increased to account for inflation and increased use of line item for hospitality related to lobbying, public engagement, etc.
5210 - Formerly included funding for Chamber of Commerce which will be moved to non-departmental budget; increasing the amount available for CM office
5215/5235/5635 - increased to account for the growth of the City Manager office
5236/5237/5603 - expanded team; combined all travel expenses connected with employee training into one account code to be consistent with budget account descriptions
5248 - increased to allow for additional travel costs related to lobbying efforts
5604 - Public education rolled into advertising (5227)

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0111 - PERSONNEL								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	49,097	101,857	109,641	116,329	119,819	10,178	9.3%
5102	Fringe Benefits	21,867	49,282	52,577	54,578	55,358	2,781	5.3%
5103	Part-time Wages	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	0.0%
5105	Overtime	-	-	-	-	-	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	4,135	8,092	-	-	-	-	0.0%
	Total Salaries and Benefits	75,099	159,230	162,218	170,907	175,177	12,959	8.0%
Maintenance and Operations								
5201	Office Supplies	119	588	1,000	1,000	1,000	-	0.0%
5210	Professional Services	2,837	15,340	15,700	17,800	16,400	700	4.5%
5215	Communications	369	621	250	250	250	-	0.0%
5216	Freight and Postage	-	-	-	-	-	-	0.0%
5223	Liability Insurance	140	269	470	340	373	(96)	-20.5%
5227	Advertising	2,703	3,827	5,000	5,000	5,000	-	0.0%
5229	Periodicals	219	307	300	350	350	50	16.7%
5231	Tools and Equipment	933	1,383	1,500	1,500	1,500	-	0.0%
5233	Computer Related Items	-	-	-	-	-	-	0.0%
5235	Membership Dues	-	448	500	550	550	50	10.0%
5236	Transportation	1,305	5,263	3,000	-	-	(3,000)	-100.0%
5237	Subsistence	-	1,669	1,000	-	-	(1,000)	-100.0%
5238	Printing and Binding	-	-	-	-	-	-	0.0%
5603	Employee Training	2,061	7,808	8,000	13,000	13,000	5,000	62.5%
5611	ADA Compliance	-	39	250	250	250	-	0.0%
5632	Wellness Program	12,510	27,843	23,000	27,000	27,000	4,000	17.4%
	Total Maintenance and Operations	23,197	65,406	59,970	67,040	65,673	5,704	9.5%
	Total	98,297	224,636	222,188	237,947	240,850	18,663	8.4%

FY24/25 Budget Notes:

5210 - increases to Applicant Pro and NeoGov Fee; JJ Keller (Training/Labor Law Posters) 3-yr renewal in FY24 for \$1400
5235 - SHRM Membership fee increase
5236/5237/5603 - combined all travel expenses connected with employee training into one account code to be consistent with budget account descriptions
5632 - Virgin Pulse (Wellness Program) Fee Increase + more employees enrolled on program

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0112 - ECONOMIC DEVELOPMENT								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	-	-	-	176,179	179,502	179,502	0.0%
5102	Fringe Benefits	-	-	-	94,791	97,421	97,421	0.0%
5103	Part-time Wages	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	0.0%
5105	Overtime	-	-	-	3,000	3,000	3,000	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	-	-	-	273,970	279,923	279,923	0.0%
Maintenance and Operations								
5201	Office Supplies	-	-	-	1,500	1,500	1,500	0.0%
5206	Food and Staples	-	-	-	1,000	1,000	1,000	0.0%
5210	Professional Services	-	-	-	10,000	10,000	10,000	0.0%
5213	Survey and Appraisal	-	-	-	5,000	5,000	5,000	0.0%
5215	Communications	-	-	-	700	700	700	0.0%
5216	Freight and Postage	-	-	-	150	150	150	0.0%
5223	Liability Insurance	-	-	-	300	300	300	0.0%
5227	Advertising	-	-	-	1,000	1,000	1,000	0.0%
5228	Books	-	-	-	500	500	500	0.0%
5231	Tools and Equipment	-	-	-	1,000	1,000	1,000	0.0%
5233	Computer Related Items	-	-	-	1,000	1,000	1,000	0.0%
5235	Membership Dues	-	-	-	2,000	2,000	2,000	0.0%
5236	Transportation	-	-	-	-	-	-	0.0%
5237	Subsistence	-	-	-	-	-	-	0.0%
5238	Printing and Binding	-	-	-	1,000	1,000	1,000	0.0%
5603	Employee Training	-	-	-	10,000	10,000	10,000	0.0%
5604	Public Education	-	-	-	-	-	-	0.0%
5635	Software	-	-	-	400	400	400	0.0%
	Total Maintenance and Operations	-	-	-	35,550	35,550	35,550	0.0%
	Total	-	-	-	309,520	315,473	315,473	0.0%

FY24/25 Budget Notes:
5101/5102 - two full time employees now coded to this budget

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0113 - INFORMATION TECHNOLOGY								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	80,567	163,804	268,285	264,903	272,902	4,618	1.7%
5102	Fringe Benefits	38,826	87,485	139,471	138,379	143,131	3,660	2.6%
5103	Part-time Wages	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	0.0%
5105	Overtime	1,244	3,717	4,500	5,000	5,000	500	11.1%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	6,891	13,309	-	-	-	-	0.0%
	Total Salaries and Benefits	127,528	268,315	412,256	408,282	421,033	8,777	2.1%
Maintenance and Operations								
5201	Office Supplies	68	566	1,750	2,000	2,000	250	14.3%
5210	Professional Services	-	-	15,000	40,000	40,000	25,000	166.7%
5215	Communications	25,183	70,306	40,000	40,000	40,000	-	0.0%
5216	Freight and Postage	-	99	1,000	1,000	1,000	-	0.0%
5223	Liability Insurance	250	480	838	843	928	89	10.7%
5228	Books	-	650	250	250	250	-	0.0%
5231	Tools and Equipment	358	3,276	5,500	10,000	10,000	4,500	81.8%
5233	Computer Related Items	5,919	26,676	24,000	40,000	40,000	16,000	66.7%
5236	Transportation	-	-	-	-	-	-	0.0%
5237	Subsistence	-	-	-	-	-	-	0.0%
5603	Employee Training	-	310	2,250	11,000	11,000	8,750	388.9%
5614	Car Allowance	1,139	2,264	2,438	2,438	2,438	-	0.0%
5633	Phones	1,332	3,230	10,000	10,000	10,000	-	0.0%
5634	Networking	3,759	1,956	6,500	6,500	6,500	-	0.0%
5635	Software	2,726	13,103	25,000	25,000	25,000	-	0.0%
5636	Servers	102	-	5,000	15,000	15,000	10,000	200.0%
	IT Security - New GL				80,000	80,000	80,000	0.0%
	Total Maintenance and Operations	40,836	122,916	139,526	284,031	284,116	144,589	103.6%
	Total	168,363	391,231	551,782	692,314	705,149	153,367	27.8%

FY24/25 Budget Notes:

5201 - Added staff will need more supplies
5210 - Adopting an Enterprise Content Management (ECM) system will come out of this line, as well as other third-party services that we will contract out for
5231 - We have been upgrading tools and buying more capacity for added IT staff
5233 - Replacing workstations across the city is an ongoing project and should be budgeted for continuously
5603 - added staff; increased training
5636 - More upgrades will be needed as we work through the backlog
IT Security - Adopting a threat monitoring service

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0115- COMMUNITY RECREATION									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	42,764	85,049	90,440	96,628	99,527	9,087	10.0%	
5102	Fringe Benefits	19,885	43,477	48,874	52,483	53,263	4,389	9.0%	
5103	Part-time Wages	648	1,305	16,714	20,116	20,116	3,402	20.4%	
5104	Part-time Benefits	65	104	1,921	2,441	2,441	520	27.1%	
5105	Overtime	646	1,522	-	1,351	1,351	1,351	0.0%	
5107	Part-time Overtime	50	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%	
5112	PERS Relief	3,656	6,879	-	-	-	-	0.0%	
	Total Salaries and Benefits	67,715	138,336	157,949	173,020	176,699	18,749	11.9%	
Maintenance and Operations									
5201	Office Supplies	-	20	250	250	250	-	0.0%	
5202	Operating Supplies	424	2,188	2,000	2,500	2,500	500	25.0%	
5208	Equipment Maintenance	-	232	500	500	500	-	0.0%	
5210	Professional Services	6,456	1,870	18,000	18,000	18,000	-	0.0%	
5215	Communications	951	2,934	1,950	1,950	1,950	-	0.0%	
5216	Freight and Postage	-	58	50	50	50	-	0.0%	
5223	Liability Insurance	125	236	413	295	324	(88)	-21.4%	
5227	Advertising	145	586	900	900	900	-	0.0%	
5233	Computer Related Items	416	765	4,200	4,200	4,200	-	0.0%	
5235	Membership Dues	175	175	185	300	300	115	62.2%	
5236	Transportation	-	62	1,250	-	-	(1,250)	-100.0%	
5237	Subsistence	-	-	500	-	-	(500)	-100.0%	
5252	Credit Card Expenses	-	-	1,000	1,000	1,000	-	0.0%	
5601	Uniform	-	-	-	1,000	1,000	1,000	0.0%	
5603	Employee Training	-	1,401	1,500	4,500	4,500	3,000	200.0%	
5614	Car Allowance	253	503	500	500	500	-	0.0%	
5635	Software	-	367	-	400	400	400	0.0%	
5815	Parks & Recreation Board	-	-	-	1,500	1,500	1,500	0.0%	
	Total Maintenance and Operations	8,945	11,398	33,198	37,845	37,874	4,677	14.1%	
	Total	76,660	149,735	191,147	210,865	214,573	23,426	12.3%	

FY24/25 Budget Notes:
5235- include membership for PARCAC Advisory Board for ARPA
5236/5237/5603 - combined all travel expenses connected with employee training into one account code to be consistent with budget account descriptions
5601 - shirts/hats for volunteers and staff
5635 - Adobe Subscription
5815 - moved this item from Parks budget

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0130 - PLANNING & ZONING								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	119,352	245,511	264,590	175,752	180,939	(83,651)	-31.6%
5102	Fringe Benefits	56,802	129,157	138,359	91,996	94,118	(44,241)	-32.0%
5103	Part-time Wages	-	-	-	30,281	31,130	31,130	0.0%
5104	Part-time Benefits	-	-	-	21,969	22,818	22,818	0.0%
5105	Overtime	1,675	1,978	3,000	3,000	3,000	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	10,193	19,663	-	-	-	-	0.0%
	Total Salaries and Benefits	188,022	396,308	405,948	322,998	332,005	(73,944)	-18.2%
Maintenance and Operations								
5201	Office Supplies	463	321	1,500	2,000	2,000	500	33.3%
5202	Operating Supplies	-	-	-	-	-	-	0.0%
5206	Food and Staples	-	32	400	10,000	10,000	9,600	2400.0%
5208	Equipment Maintenance	-	-	500	500	500	-	0.0%
5210	Professional Services	-	2,119	8,000	10,000	10,000	2,000	25.0%
5213	Survey and Appraisal	-	-	2,000	5,000	5,000	3,000	150.0%
5215	Communications	819	1,347	700	700	700	-	0.0%
5216	Freight and Postage	-	-	150	150	150	-	0.0%
5223	Liability Insurance	287	549	915	690	759	(155)	-17.0%
5227	Advertising	424	1,497	3,000	10,000	10,000	7,000	233.3%
5228	Books	95	420	900	1,000	1,000	100	11.1%
5231	Tools and Equipment	48	21	600	1,000	1,000	400	66.7%
5233	Computer Related Items	-	-	1,000	1,000	1,000	-	0.0%
5235	Membership Dues	1,834	2,934	3,200	3,800	3,800	600	18.8%
5236	Transportation	-	2,194	4,500	-	-	(4,500)	-100.0%
5237	Subsistence	-	436	1,000	-	-	(1,000)	-100.0%
5238	Printing and Binding	-	-	350	1,000	1,000	650	185.7%
5252	Credit Card Expenses	-	-	-	-	-	-	0.0%
5603	Employee Training	79	2,991	5,000	17,500	17,500	12,500	250.0%
5635	Software	-	12,107	12,100	15,500	15,500	3,400	28.1%
	Total Maintenance and Operations	4,049	26,967	45,815	79,840	79,909	34,095	74.4%
	Total	192,071	423,275	451,763	402,838	411,914	(39,849)	-8.8%

FY24/25 Budget Notes:
5101/5102 - 1 FTE moved to Economic Development budget
5103/5104 - 1 part-time planning technician
5206/5227 - increase for comp plan development
5213 - increased to be able to cover a simple survey
5228 - cover current subscriptions with \$200 for additional book(s)
5231 - office furniture for additional personnel
5238 - cover estimated costs for replacement printer program

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0145 - LIBRARY									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	159,034	314,985	370,068	398,560	412,255	42,187	11.4%	
5102	Fringe Benefits	89,306	203,199	228,802	237,182	245,991	17,189	7.5%	
5103	Part-time Wages	38,721	87,369	114,930	108,861	110,558	(4,371)	-3.8%	
5104	Part-time Benefits	24,335	62,528	68,005	67,377	69,855	1,850	2.7%	
5105	Overtime	-	272	1,000	1,000	1,000	-	0.0%	
5107	Part-time Overtime	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%	
5112	PERS Relief	13,395	25,036	-	-	-	-	0.0%	
	Total Salaries and Benefits	324,791	693,390	782,805	812,979	839,660	56,855	7.3%	
Maintenance and Operations									
5201	Office Supplies	2,377	7,950	9,000	9,000	9,000	-	0.0%	
5202	Operating Supplies	363	1,268	1,270	1,270	1,270	-	0.0%	
5203	Fuel and Lube	15,172	23,855	18,000	18,000	18,000	-	0.0%	
5208	Equipment Maintenance	-	-	3,000	3,000	3,000	-	0.0%	
5209	Building & Grounds Maintenance	-	-	250	250	250	-	0.0%	
5210	Professional Services	80	12,971	9,400	9,400	9,400	-	0.0%	
5214	Rents & Leases	1,475	3,645	6,000	6,000	6,000	-	0.0%	
5215	Communications	6,204	27,108	33,500	36,000	36,000	2,500	7.5%	
5216	Freight and Postage	498	2,831	3,000	4,500	4,500	1,500	50.0%	
5217	Electricity	13,187	27,776	38,068	30,554	33,609	(4,459)	-11.7%	
5218	Water	224	949	1,724	1,044	1,148	(576)	-33.4%	
5219	Sewer	186	1,044	1,714	1,148	1,263	(451)	-26.3%	
5221	Property Insurance	4,206	9,305	10,236	16,541	18,195	7,959	77.8%	
5223	Liability Insurance	693	1,352	2,360	1,576	1,734	(626)	-26.5%	
5227	Advertising	229	111	1,000	1,000	1,000	-	0.0%	
5228	Books	20,886	46,083	47,000	44,000	44,000	(3,000)	-6.4%	
5229	Periodicals	5,332	9,979	10,000	12,000	12,000	2,000	20.0%	
5230	Audio Visual	7,691	17,885	16,500	16,500	16,500	-	0.0%	
5231	Tools and Equipment	2,802	2,103	4,250	4,250	4,250	-	0.0%	
5233	Computer Related Items	1,948	6,603	3,500	3,500	3,500	-	0.0%	
5235	Membership Dues	163	510	1,500	1,500	1,500	-	0.0%	
5236	Transportation	-	-	3,500	-	-	(3,500)	-100.0%	
5237	Subsistence	-	-	1,000	-	-	(1,000)	-100.0%	
5238	Printing and Binding	-	-	600	600	600	-	0.0%	
5242	Janitorial	-	-	-	-	-	-	0.0%	
5244	Snow Removal	11,250	17,125	10,200	10,200	10,200	-	0.0%	
5252	Credit Card Expenses	273	507	600	600	600	-	0.0%	
5603	Employee Training	2,354	1,237	4,000	8,500	8,500	4,500	112.5%	
5634	Networking	-	-	-	-	-	-	0.0%	
5635	Software	3,935	4,676	7,500	14,500	14,500	7,000	93.3%	
	Subscription Databases - New GL	-	-	-	10,000	10,000	10,000	0.0%	
	Total Maintenance and Operations	101,528	226,872	248,672	265,433	270,519	21,847	8.8%	
	Total	426,319	920,262	1,031,478	1,078,412	1,110,179	78,702	7.6%	

FY24/25 Budget Notes:

5215/5216/5230 - reflect increased costs largely due to inflation
5228/5229 - move \$10,000 in combined budget to new budget code for subscription databases to better account for these expenses
5635 - reflects costs of moving the library's catalog into the cloud
5236/5237/5603 - combined all travel expenses connected with employee training into one account code to be consistent with budget account descriptions

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0100 - MAYOR/COUNCIL								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	8,850	12,150	13,000	13,000	13,000	-	0.0%
5102	Fringe Benefits	702	964	1,056	1,056	1,056	-	0.0%
5103	Part-time Wages	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	0.0%
5105	Overtime	-	-	-	-	-	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	9,552	13,114	14,056	14,056	14,056	-	0.0%
Maintenance and Operations								
5201	Office Supplies	(12)	43	500	11,500	500	-	0.0%
5206	Food and Staples	-	2,000	2,000	10,000	2,500	500	25.0%
5210	Professional Services	179,367	3,678	25,000	25,000	25,000	-	0.0%
5211	Audit Services	13,873	95,479	98,051	107,856	118,642	20,591	21.0%
5215	Communications	1,210	191	-	-	-	-	0.0%
5223	Liability Insurance	286	503	879	720	792	(87)	-9.9%
5227	Advertising	-	-	1,000	1,000	1,000	-	0.0%
5233	Computer Related Items	939	4,682	4,500	4,500	4,500	-	0.0%
5235	Membership Dues	-	6,729	6,770	6,770	6,770	-	0.0%
5236	Transportation	-	7,457	8,000	-	-	(8,000)	-100.0%
5237	Subsistence	-	2,846	6,200	-	-	(6,200)	-100.0%
5248	Lobbying	10,500	21,000	21,000	40,000	40,000	19,000	90.5%
5280	Volunteer Incentives	-	-	4,000	4,000	4,000	-	0.0%
5603	Employee Training	325	2,750	4,000	18,200	18,200	14,200	355.0%
5624	Legal Services	-	402,087	275,000	200,000	200,000	(75,000)	-27.3%
	Total Maintenance and Operations	206,487	549,444	456,900	429,546	421,903	(34,997)	-7.7%
Transfers								
5990	Transfers To	58,142	123,024	102,561	116,760	116,632	14,072	13.7%
	Total Transfers	58,142	123,024	102,561	116,760	116,632	14,072	13.7%
	Total	274,181	685,582	573,516	560,362	552,591	(20,925)	-3.6%

FY24 Budget Notes:
5201 - Council chamber dais chairs
5236/5237/5603 - combined all travel expenses connected with employee training into one account code to be consistent with budget account descriptions
5248 - increased to allow for additional travel costs related to lobbying efforts
5990 - (1) Seawall \$10,000, (2) Water Hydrants \$103,371, (3) Health Insurance Fund \$3,907

FY25 Budget Notes:
5236/5237/5603 - combined all travel expenses connected with employee training into one account code to be consistent with budget account descriptions
5248 - increased to allow for additional travel costs related to lobbying efforts
5990 - (1) Seawall \$10,000, (2) Water Hydrants \$105,975, (3) Health Insurance Fund \$3,010

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0120 - FINANCE								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	224,773	445,597	540,592	498,744	511,185	(29,407)	-5.4%
5102	Fringe Benefits	118,663	265,317	299,714	257,641	262,989	(36,725)	-12.3%
5103	Part-time Wages	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	0.0%
5105	Overtime	8,354	11,803	12,220	13,000	13,000	780	6.4%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	740	-	-	-	-	0.0%
5112	PERS Relief	19,635	36,346	-	-	-	-	0.0%
	Total Salaries and Benefits	371,425	759,803	852,525	769,386	787,173	(65,352)	-7.7%
Maintenance and Operations								
5201	Office Supplies	2,363	6,098	6,000	6,000	6,000	-	0.0%
5210	Professional Services	14,850	49,904	55,000	90,000	90,000	35,000	63.6%
5215	Communications	1,513	2,721	1,200	1,200	1,200	-	0.0%
5223	Liability Insurance	548	1,065	1,858	1,452	1,597	(261)	-14.0%
5235	Membership Dues	415	710	2,000	2,000	2,000	-	0.0%
5236	Transportation	-	-	10,000	-	-	(10,000)	-100.0%
5237	Subsistence	-	-	3,000	-	-	(3,000)	-100.0%
5238	Printing and Binding	172	945	1,000	1,000	1,000	-	0.0%
5603	Employee Training	1,365	1,155	15,000	28,000	28,000	13,000	86.7%
5635	Software	-	367	200	200	200	-	0.0%
	Total Maintenance and Operations	21,226	62,966	95,258	129,852	129,997	34,739	36.5%
	Total	392,650	822,769	947,783	899,238	917,171	(30,612)	-3.2%

FY24/25 Budget Notes:
5101/5102 - 1.5 FTE now coded to utility fund (split 50/50 between water admin and sewer admin)
5210 - increase to allow for utilization of third party contracts on high priority projects
5236/5237/5603 - prioritizing staff training and development in FY/25; combined all travel expenses connected with employee training into one account code to be consistent with budget account descriptions

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0140 - CITY HALL								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	-	-	-	-	-	-	0.0%
5102	Fringe Benefits	-	-	-	-	-	-	0.0%
5103	Part-time Wages	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	0.0%
5105	Overtime	-	-	-	-	-	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	-	-	-	-	-	-	0.0%
Maintenance and Operations								
5201	Office Supplies	1,338	5,121	5,000	5,000	5,000	-	0.0%
5202	Operating Supplies	-	961	2,000	2,000	2,000	-	0.0%
5203	Fuel and Lube	4,750	5,963	7,000	7,000	7,000	-	0.0%
5207	Vehicle and Boat Maintenance	-	-	-	-	-	-	0.0%
5208	Equipment Maintenance	-	-	500	500	500	-	0.0%
5209	Building & Grounds Maintenance	-	4,839	3,000	3,000	3,000	-	0.0%
5210	Professional Services	-	5,202	6,000	6,000	6,000	-	0.0%
5214	Rents & Leases	14,494	27,261	40,000	40,000	40,000	-	0.0%
5215	Communications	5,133	17,134	15,000	15,000	15,000	-	0.0%
5216	Freight and Postage	13,540	15,762	15,500	3,500	3,500	(12,000)	-77.4%
5217	Electricity	16,333	37,371	23,079	41,108	45,219	22,140	95.9%
5218	Water	343	662	918	729	801	(116)	-12.7%
5219	Sewer	338	661	828	727	799	(29)	-3.5%
5220	Refuse and Disposal	151	302	350	350	350	-	0.0%
5221	Property Insurance	1,964	4,667	4,900	7,156	7,871	2,971	60.6%
5222	Auto Insurance	218	435	457	466	513	56	12.2%
5223	Liability Insurance	102	193	322	203	223	(99)	-30.7%
5224	Fidelity Bond	225	450	450	450	450	-	0.0%
5244	Snow Removal	8,835	14,060	7,500	7,500	7,500	-	0.0%
	Total Maintenance and Operations	67,764	141,045	132,805	140,688	145,727	12,922	9.7%
	Total	67,764	141,045	132,805	140,688	145,727	12,922	9.7%

FY24/25 Budget Notes:
5216 - moved utility billing related postage expenses to utility fund (split 50/50 between water admin and sewer admin)

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0114 - HERC BUILDING								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	-	-	-	-	-	-	0.0%
5102	Fringe Benefits	-	-	-	-	-	-	0.0%
5103	Part-time Wages	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	0.0%
5105	Overtime	-	-	-	-	-	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	-	-	-	-	-	-	0.0%
Maintenance and Operations								
5203	Fuel and Lube	12,746	2,765	32,500	10,000	10,000	(22,500)	-69.2%
5208	Equipment Maintenance	-	-	-	-	-	-	0.0%
5209	Building & Grounds Maintenance	1,901	545	4,000	2,400	2,400	(1,600)	-40.0%
5210	Professional Services	930	2,739	1,500	1,500	1,500	-	0.0%
5215	Communications	195	510	2,115	1,000	1,000	(1,115)	-52.7%
5217	Electricity	8,192	16,253	17,508	17,878	19,666	2,158	12.3%
5218	Water	423	677	793	745	820	26	3.3%
5219	Sewer	307	456	512	502	552	40	7.9%
5221	Property Insurance	1,361	2,894	3,183	4,232	4,655	1,471	46.2%
5223	Liability Insurance	40	77	133	95	105	(28)	-21.4%
	Total Maintenance and Operations	26,094	26,916	62,244	38,352	40,697	(21,547)	-34.6%
	Total	26,094	26,916	62,244	38,352	40,697	(21,547)	-34.6%

FY24/25 Budget Notes:
5203/5209/5215 - HERC 2 will be gone

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0149 - AIRPORT								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	22,325	75,277	49,000	46,944	48,515	(486)	-1.0%
5102	Fringe Benefits	13,519	41,705	33,463	31,073	32,159	(1,304)	-3.9%
5103	Part-time Wages	12,541	15,474	18,301	18,576	18,576	275	1.5%
5104	Part-time Benefits	1,585	1,896	2,169	2,241	2,241	72	3.3%
5105	Overtime	631	3,112	4,235	4,235	4,235	-	0.0%
5107	Part-time Overtime	160	-	1,784	1,784	1,784	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	1,933	6,220	-	-	-	-	0.0%
	Total Salaries and Benefits	52,694	143,684	108,952	104,852	107,509	(1,443)	-1.3%
Maintenance and Operations								
5202	Operating Supplies	897	1,079	4,800	4,800	4,800	-	0.0%
5203	Fuel and Lube	6,312	11,507	14,600	14,600	14,600	-	0.0%
5208	Equipment Maintenance	1,793	5,423	4,100	4,100	4,100	-	0.0%
5209	Building & Grounds Maintenance	4,585	4,505	11,500	11,500	11,500	-	0.0%
5210	Professional Services	2,400	5,282	4,800	4,800	4,800	-	0.0%
5214	Rents & Leases	29,863	29,863	32,873	32,873	32,873	-	0.0%
5215	Communications	577	1,485	1,550	1,550	1,550	-	0.0%
5217	Electricity	13,296	29,442	38,919	32,386	35,625	(3,294)	-8.5%
5218	Water	635	3,668	3,540	4,035	4,438	898	25.4%
5219	Sewer	1,218	4,235	5,743	4,659	5,125	(618)	-10.8%
5220	Refuse and Disposal	293	620	1,000	1,000	1,000	-	0.0%
5221	Property Insurance	1,707	4,063	4,469	6,337	6,971	2,502	56.0%
5223	Liability Insurance	164	325	567	364	401	(166)	-29.2%
5227	Advertising	575	-	-	-	-	-	0.0%
5231	Tools and Equipment	7,329	612	1,000	1,000	1,000	-	0.0%
5252	Credit Card Expenses	-	274	-	750	750	750	0.0%
5614	Car Allowance	109	214	104	104	104	-	0.0%
	Total Maintenance and Operations	71,754	102,597	129,566	124,859	129,637	71	0.1%
	Total	124,447	246,280	238,518	229,711	237,146	(1,372)	-0.6%

FY24/25 Budget Notes:

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0350 - NON-DEPARTMENTAL								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	-	-	-	-	-	-	0.0%
5102	Fringe Benefits	-	-	-	-	-	-	0.0%
5103	Part-time Wages	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	0.0%
5105	Overtime	-	-	-	-	-	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	-	-	-	-	-	-	0.0%
Maintenance and Operations								
5801	Pratt Museum	69,000	69,000	69,000	79,000	79,000	10,000	14.5%
5830	Homer Foundation	25,000	25,000	25,000	25,000	25,000	-	0.0%
	Homer Chamber - New GL	-	-	-	51,000	51,000	51,000	0.0%
	Total Maintenance and Operations	94,000	94,000	94,000	155,000	155,000	61,000	64.9%
Capital Outlay and Transfers								
5990	Transfers To	-	4,460,000	164,646	-	-	(164,646)	-100.0%
	Total C/O, Transfers & Reserves	-	4,460,000	164,646	-	-	(164,646)	-100.0%
	Total	94,000	4,554,000	258,646	155,000	155,000	(103,646)	-40.1%

FY24/25 Budget Notes:
Moved Homer Chamber of Commerce contribution from City Manager budget for transparent reporting

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0360 - LEAVE CASH OUT								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	-	-	-	-	-	-	0.0%
5102	Fringe Benefits	-	-	-	-	-	-	0.0%
5103	Part-time Wages	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	0.0%
5105	Overtime	-	-	-	-	-	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	0.0%
Maintenance and Operations								
5106	Leave Cash Out	58,222	136,126	122,629	221,360	178,375	55,747	45.5%
	Total Maintenance and Operations	<u>58,222</u>	<u>136,126</u>	<u>122,629</u>	<u>221,360</u>	<u>178,375</u>	<u>55,747</u>	45.5%
	Total	<u>58,222</u>	<u>136,126</u>	<u>122,629</u>	<u>221,360</u>	<u>178,375</u>	<u>55,747</u>	45.5%

FY24/25 Budget Notes:

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
FIRE COMBINED EXPENDITURES								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	281,397	563,327	669,724	781,627	806,444	136,720	20.4%
5102	Fringe Benefits	158,164	346,780	381,065	464,145	479,258	98,193	25.8%
5103	Part-time Wages	21,522	76,333	126,235	55,049	55,049	(71,186)	-56.4%
5104	Part-time Benefits	2,474	9,018	17,155	6,845	6,845	(10,311)	-60.1%
5105	Overtime	24,570	49,187	42,964	42,964	42,964	-	0.0%
5107	Part-time Overtime	-	2,024	3,701	3,701	3,701	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	25,770	48,494	-	-	-	-	0.0%
	Total Salaries and Benefits	513,896	1,095,163	1,240,845	1,354,331	1,394,260	153,415	12.4%
Maintenance and Operations								
5201	Office Supplies	282	2,635	3,500	3,500	3,500	-	0.0%
5202	Operating Supplies	10,446	30,604	30,500	43,600	43,260	12,760	41.8%
5203	Fuel and Lube	5,957	18,817	15,000	15,000	15,000	-	0.0%
5206	Food and Staples	2,130	5,062	5,000	5,000	5,000	-	0.0%
5207	Vehicle and Boat Maintenance	12,168	(375)	13,000	13,500	14,000	1,000	7.7%
5208	Equipment Maintenance	195	1,735	8,000	19,000	21,000	13,000	162.5%
5209	Building & Grounds Maintenance	7,168	10,446	9,000	12,000	12,000	3,000	33.3%
5210	Professional Services	9,705	35,656	58,000	113,250	114,250	56,250	97.0%
5214	Rents & Leases	906	4,216	7,000	5,000	5,500	(1,500)	-21.4%
5215	Communications	6,294	28,454	20,000	22,000	24,000	4,000	20.0%
5216	Freight and Postage	317	445	800	800	800	-	0.0%
5217	Electricity	8,645	15,183	30,648	16,701	18,371	(12,276)	-40.1%
5218	Water	695	1,591	2,013	1,750	1,925	(88)	-4.4%
5219	Sewer	694	1,677	1,851	1,845	2,030	178	9.6%
5220	Refuse and Disposal	452	911	1,500	1,500	1,500	-	0.0%
5221	Property Insurance	1,787	6,544	7,198	10,148	11,162	3,964	55.1%
5222	Auto Insurance	6,513	14,642	16,105	15,730	17,303	1,198	7.4%
5223	Liability Insurance	909	1,853	3,234	2,475	2,722	(512)	-15.8%
5227	Advertising	-	1,052	500	500	500	-	0.0%
5228	Books	-	700	500	-	-	(500)	-100.0%
5231	Tools and Equipment	7,888	24,417	27,000	47,895	47,895	20,895	77.4%
5233	Computer Related Items	64	3,428	5,000	5,000	5,000	-	0.0%
5235	Membership Dues	862	1,245	3,500	3,500	3,500	-	0.0%
5236	Transportation	249	6,020	6,000	-	-	(6,000)	-100.0%
5237	Subsistence	146	4,337	5,500	-	-	(5,500)	-100.0%
5244	Snow Removal	4,200	7,870	-	-	-	-	0.0%
5280	Volunteer Incentives	9,864	23,918	35,000	35,000	35,000	-	0.0%
5601	Uniform	3,299	7,038	6,500	34,500	34,500	28,000	430.8%
5602	Safety Equipment	8,524	19,108	21,000	27,000	29,000	8,000	38.1%
5603	Employee Training	5,862	28,615	33,500	69,100	72,360	38,860	116.0%
5604	Public Education	524	2,087	2,250	2,750	2,750	500	22.2%
5635	Software	-	734	-	-	-	-	0.0%
	Total Maintenance and Operations	116,747	310,665	378,599	528,044	543,829	165,230	43.6%
	Total	630,643	1,405,827	1,619,444	1,882,375	1,938,089	318,645	19.7%

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0150 - FIRE ADMINISTRATION								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	75,907	156,408	239,187	230,830	237,658	(1,528)	-0.6%
5102	Fringe Benefits	49,357	109,427	134,977	134,084	137,880	2,903	2.2%
5103	Part-time Wages	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	0.0%
5105	Overtime	12,973	22,213	14,070	14,070	14,070	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	7,486	14,173	-	-	-	-	0.0%
	Total Salaries and Benefits	145,722	302,222	388,234	378,984	389,608	1,374	0.4%
Maintenance and Operations								
5201	Office Supplies	282	2,635	3,500	3,500	3,500	-	0.0%
5202	Operating Supplies	809	7,497	4,500	5,000	5,500	1,000	22.2%
5203	Fuel and Lube	5,957	18,817	15,000	15,000	15,000	-	0.0%
5206	Food and Staples	2,130	5,062	5,000	5,000	5,000	-	0.0%
5207	Vehicle and Boat Maintenance	1,060	3,967	2,000	2,500	3,000	1,000	50.0%
5208	Equipment Maintenance	26	135	5,000	9,500	10,500	5,500	110.0%
5209	Building & Grounds Maintenance	7,168	10,446	9,000	12,000	12,000	3,000	33.3%
5210	Professional Services	9,705	27,761	31,000	103,750	103,750	72,750	234.7%
5214	Rents & Leases	906	4,216	7,000	5,000	5,500	(1,500)	-21.4%
5215	Communications	6,294	28,454	20,000	22,000	24,000	4,000	20.0%
5216	Freight and Postage	317	445	800	800	800	-	0.0%
5217	Electricity	8,645	15,183	30,648	16,701	18,371	(12,276)	-40.1%
5218	Water	695	1,591	2,013	1,750	1,925	(88)	-4.4%
5219	Sewer	694	1,677	1,851	1,845	2,030	178	9.6%
5220	Refuse and Disposal	452	911	1,500	1,500	1,500	-	0.0%
5221	Property Insurance	1,787	6,544	7,198	10,148	11,162	3,964	55.1%
5222	Auto Insurance	6,513	14,642	16,105	15,730	17,303	1,198	7.4%
5223	Liability Insurance	909	1,853	3,234	2,475	2,722	(512)	-15.8%
5227	Advertising	-	1,052	500	500	500	-	0.0%
5228	Books	-	700	500	-	-	(500)	-100.0%
5231	Tools and Equipment	2,510	8,676	10,000	10,000	10,000	-	0.0%
5233	Computer Related Items	64	3,428	5,000	5,000	5,000	-	0.0%
5235	Membership Dues	362	170	1,250	1,250	1,250	-	0.0%
5236	Transportation	249	5,891	6,000	-	-	(6,000)	-100.0%
5237	Subsistence	146	4,337	5,500	-	-	(5,500)	-100.0%
5244	Snow Removal	4,200	7,870	-	-	-	-	0.0%
5280	Volunteer Incentives	9,864	23,918	35,000	35,000	35,000	-	0.0%
5601	Uniform	1,172	5,521	4,000	34,500	34,500	30,500	762.5%
5602	Safety Equipment	661	-	-	-	-	-	0.0%
5603	Employee Training	25	1,950	3,500	21,500	23,000	19,500	557.1%
5604	Public Education	47	750	750	750	750	-	0.0%
5635	Software	-	734	-	-	-	-	0.0%
	Total Maintenance and Operations	73,651	216,832	237,349	342,699	353,564	116,215	49.0%
	Total	219,373	519,053	625,583	721,683	743,172	117,589	18.8%

FY24/25 Budget Notes:
5210 - firefighter physicals
5217 - budget in line with actuals
5236/5237/5603 - combined all travel expenses connected with employee training into one account code to be consistent with budget account descriptions
5601 - bunker gear

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0151 - FIRE SERVICES								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	96,281	190,739	217,429	275,399	284,393	66,963	30.8%
5102	Fringe Benefits	51,947	113,100	123,769	165,031	170,689	46,920	37.9%
5103	Part-time Wages	4,196	38,166	63,118	27,524	27,524	(35,593)	-56.4%
5104	Part-time Benefits	492	4,509	8,578	3,422	3,422	(5,155)	-60.1%
5105	Overtime	4,818	9,975	14,447	14,447	14,447	-	0.0%
5107	Part-time Overtime	-	1,012	1,850	1,850	1,850	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	8,515	15,788	-	-	-	-	0.0%
	Total Salaries and Benefits	166,249	373,289	429,191	487,674	502,326	73,135	17.0%
Maintenance and Operations								
5202	Operating Supplies	3,287	5,024	5,000	5,000	5,000	-	0.0%
5207	Vehicle and Boat Maintenance	11,107	(4,342)	11,000	11,000	11,000	-	0.0%
5208	Equipment Maintenance	169	1,600	3,000	9,500	10,500	7,500	250.0%
5210	Professional Services	-	4,122	22,000	5,000	6,000	(16,000)	-72.7%
5231	Tools and Equipment	3,411	10,417	12,000	30,395	30,395	18,395	153.3%
5235	Membership Dues	500	1,075	2,000	2,000	2,000	-	0.0%
5236	Transportation	-	-	-	-	-	-	0.0%
5237	Subsistence	-	-	-	-	-	-	0.0%
5601	Uniform	1,171	1,389	2,500	-	-	(2,500)	-100.0%
5602	Safety Equipment	7,643	17,443	18,000	24,000	26,000	8,000	44.4%
5603	Employee Training	1,683	11,225	14,000	30,000	30,000	16,000	114.3%
5604	Public Education	425	1,000	1,000	1,000	1,000	-	0.0%
	Total Maintenance and Operations	29,397	48,953	90,500	117,895	121,895	31,395	34.7%
	Total	195,646	422,242	519,691	605,569	624,221	104,530	20.1%

FY24/25 Budget Notes:
5101/5102/5103/5104 - two full time positions added; reduction in part time hours
5207 - help support an extremely aged fleet stay in service
5208 - increased to cover equipment calibration previously not budgeted for (air compressor, fit test machine, pump test equipment)
5206 - increase needed to replace aging fire hose
5210 - medical director costs moved to Fire Administration budget
5601 - uniforms moved to Fire Administration budget
5602 - significant cost increase due to inflation and the need to replace aged gear no longer in compliance
5603 - increased due to new employees and increased service needs

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0152 - EMS SERVICES								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	109,209	216,180	213,108	275,399	284,393	71,285	33.5%
5102	Fringe Benefits	56,860	124,253	122,320	165,031	170,689	48,370	39.5%
5103	Part-time Wages	17,326	38,166	63,118	27,524	27,524	(35,593)	-56.4%
5104	Part-time Benefits	1,982	4,509	8,578	3,422	3,422	(5,155)	-60.1%
5105	Overtime	6,779	17,000	14,447	14,447	14,447	-	0.0%
5107	Part-time Overtime	-	1,012	1,850	1,850	1,850	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	9,769	18,533	-	-	-	-	0.0%
	Total Salaries and Benefits	201,924	419,652	423,420	487,674	502,326	78,906	18.6%
Maintenance and Operations								
5202	Operating Supplies	6,350	18,083	21,000	33,600	32,760	11,760	56.0%
5210	Professional Services	-	3,774	5,000	4,500	4,500	(500)	-10.0%
5231	Tools and Equipment	1,967	5,325	5,000	7,500	7,500	2,500	50.0%
5235	Membership Dues	-	-	250	250	250	-	0.0%
5236	Transportation	-	129	-	-	-	-	0.0%
5237	Subsistence	-	-	-	-	-	-	0.0%
5601	Uniform	956	127	-	-	-	-	0.0%
5602	Safety Equipment	220	1,665	3,000	3,000	3,000	-	0.0%
5603	Employee Training	4,154	15,440	16,000	17,600	19,360	3,360	21.0%
5604	Public Education	52	337	500	1,000	1,000	500	100.0%
	Total Maintenance and Operations	13,699	44,880	50,750	67,450	68,370	17,620	34.7%
	Total	215,624	464,532	474,170	555,124	570,696	96,526	20.4%

FY24/25 Budget Notes:
5101/5102/5103/5104 - two full time positions added; reduction in part time hours
5202 - cost of medical supplies and shipping increase
5210 - medical director costs moved to Fire Administration budget
5231 - cost of medical equipment and shipping
5603 - cost of instructor anticipated increase, training needs w/extra employees for mandatory classes
5604 - increased education opportunities at HHS, Safe Kids Fair, annual open house

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
POLICE COMBINED EXPENDITURES								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 -	7/1/21 -	7/1/22 -	7/1/23 -	7/1/24 -	FY25 & FY23	
		6/30/21	6/30/22	6/30/23	6/30/24	6/30/25	Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	764,310	1,585,538	1,914,037	1,937,086	1,991,400	77,363	4.0%
5102	Fringe Benefits	459,120	1,060,276	1,043,587	1,066,596	1,095,352	51,766	5.0%
5103	Part-time Wages	19,345	21,681	65,026	65,090	66,271	1,245	1.9%
5104	Part-time Benefits	2,175	3,039	26,820	27,151	28,070	1,250	4.7%
5105	Overtime	176,041	434,697	264,844	264,844	264,844	-	0.0%
5107	Part-time Overtime	211	6,561	7,000	7,000	7,000	-	0.0%
5108	Unemployment Benefits	6,290	555	-	-	-	-	0.0%
5112	PERS Relief	79,201	160,661	-	-	-	-	0.0%
	Total Salaries and Benefits	1,506,692	3,273,008	3,321,313	3,367,768	3,452,937	131,624	4.0%
Maintenance and Operations								
5201	Office Supplies	2,614	3,036	7,750	7,750	7,750	-	0.0%
5202	Operating Supplies	7,040	13,071	20,500	20,500	20,500	-	0.0%
5203	Fuel and Lube	31,993	76,938	55,700	55,700	55,700	-	0.0%
5205	Ammunition	18,215	18,116	20,000	20,000	20,000	-	0.0%
5206	Food and Staples	7,975	27,016	21,000	21,000	21,000	-	0.0%
5207	Vehicle and Boat Maintenance	3,883	4,448	5,500	6,500	6,500	1,000	18.2%
5208	Equipment Maintenance	2,515	2,716	7,750	7,750	7,750	-	0.0%
5209	Building & Grounds Maintenance	4,194	8,049	12,000	13,000	14,000	2,000	16.7%
5210	Professional Services	108,529	226,607	240,457	346,000	346,000	105,543	43.9%
5214	Rents & Leases	6,769	17,296	15,500	16,350	17,285	1,785	11.5%
5215	Communications	23,197	64,148	43,600	46,600	48,600	5,000	11.5%
5216	Freight and Postage	1,208	2,460	1,600	2,650	2,650	1,050	65.6%
5217	Electricity	28,665	50,221	59,713	55,244	60,768	1,055	1.8%
5218	Water	831	1,693	2,625	1,862	2,048	(576)	-22.0%
5219	Sewer	762	1,589	2,415	1,748	1,922	(493)	-20.4%
5220	Refuse and Disposal	577	1,171	1,600	1,600	1,600	-	0.0%
5221	Property Insurance	1,439	5,850	6,382	8,867	9,754	3,372	52.8%
5222	Auto Insurance	5,858	12,994	14,293	14,096	15,506	1,212	8.5%
5223	Liability Insurance	42,259	80,563	91,875	105,479	116,027	24,152	26.3%
5227	Advertising	250	1,091	3,000	3,500	3,500	500	16.7%
5231	Tools and Equipment	26,507	45,110	32,500	40,000	40,000	7,500	23.1%
5233	Computer Related Items	-	225	2,000	2,000	2,000	-	0.0%
5235	Membership Dues	604	1,822	1,250	1,650	1,650	400	32.0%
5236	Transportation	1,364	9,031	5,150	-	-	(5,150)	-100.0%
5237	Subsistence	818	3,943	2,100	-	-	(2,100)	-100.0%
5242	Janitorial	-	2	1,000	1,000	1,000	-	0.0%
5244	Snow Removal	8,425	16,670	12,000	12,000	12,000	-	0.0%
5601	Uniform	8,224	24,555	19,500	21,000	21,000	1,500	7.7%
5603	Employee Training	17,225	38,758	53,000	63,750	63,750	10,750	20.3%
5625	Impound Costs	2,060	2,735	6,000	6,000	6,000	-	0.0%
5626	Jail Laundry Services	-	733	-	-	-	-	0.0%
5630	Haven House	-	14,000	14,000	14,000	14,000	-	0.0%
5635	Software	-	1,296	-	-	-	-	0.0%
	Total Maintenance and Operations	363,998	777,950	781,761	917,595	940,260	158,499	20.3%
	Total	1,870,691	4,050,958	4,103,074	4,285,363	4,393,197	290,123	7.1%

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0160 - POLICE ADMINISTRATION								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	53,643	106,724	113,915	115,624	119,092	5,177	4.5%
5102	Fringe Benefits	14,997	33,809	33,821	40,978	41,056	7,235	21.4%
5103	Part-time Wages	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	0.0%
5105	Overtime	3,216	6,580	2,256	2,256	2,256	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	4,789	9,004	-	-	-	-	0.0%
	Total Salaries and Benefits	76,645	156,118	149,991	158,857	162,404	12,412	8.3%
Maintenance and Operations								
5201	Office Supplies	1,011	1,253	1,000	1,000	1,000	-	0.0%
5202	Operating Supplies	2,070	3,492	8,000	8,000	8,000	-	0.0%
5203	Fuel and Lube	23,031	63,623	42,500	42,500	42,500	-	0.0%
5205	Ammunition	18,215	18,116	20,000	20,000	20,000	-	0.0%
5206	Food and Staples	275	471	1,000	1,000	1,000	-	0.0%
5207	Vehicle and Boat Maintenance	3,883	4,448	4,000	5,000	5,000	1,000	25.0%
5208	Equipment Maintenance	2,515	2,716	6,000	6,000	6,000	-	0.0%
5209	Building & Grounds Maintenance	4,194	5,144	4,000	5,000	6,000	2,000	50.0%
5210	Professional Services	4,550	10,758	16,000	16,000	16,000	-	0.0%
5214	Rents & Leases	5,304	12,676	8,500	9,350	10,285	1,785	21.0%
5215	Communications	23,082	59,445	43,000	46,000	48,000	5,000	11.6%
5216	Freight and Postage	78	626	350	350	350	-	0.0%
5217	Electricity	24,128	30,094	39,609	33,103	36,414	(3,196)	-8.1%
5218	Water	482	941	1,559	1,035	1,138	(421)	-27.0%
5219	Sewer	458	898	1,460	988	1,087	(374)	-25.6%
5220	Refuse and Disposal	432	863	1,000	1,000	1,000	-	0.0%
5221	Property Insurance	972	4,794	5,273	7,130	7,843	2,570	48.7%
5222	Auto Insurance	5,858	12,994	14,293	14,096	15,506	1,212	8.5%
5223	Liability Insurance	9,605	18,351	23,260	23,763	26,139	2,879	12.4%
5227	Advertising	250	1,091	3,000	3,500	3,500	500	16.7%
5231	Tools and Equipment	19,487	27,520	13,500	17,000	17,000	3,500	25.9%
5233	Computer Related Items	-	-	2,000	2,000	2,000	-	0.0%
5235	Membership Dues	604	1,822	1,000	1,400	1,400	400	40.0%
5236	Transportation	1,269	7,093	2,000	-	-	(2,000)	-100.0%
5237	Subsistence	818	3,943	1,000	-	-	(1,000)	-100.0%
5242	Janitorial	-	2	1,000	1,000	1,000	-	0.0%
5244	Snow Removal	8,425	16,670	12,000	12,000	12,000	-	0.0%
5601	Uniform	6,717	18,986	6,500	8,000	8,000	1,500	23.1%
5603	Employee Training	15,269	34,239	39,000	45,600	45,600	6,600	16.9%
5625	Impound Costs	2,060	2,735	6,000	6,000	6,000	-	0.0%
5630	Haven House	-	14,000	14,000	14,000	14,000	-	0.0%
5635	Software	-	1,296	-	-	-	-	0.0%
	Total Maintenance and Operations	185,042	381,098	341,805	351,815	363,761	21,957	6.4%
	Total	261,687	537,216	491,796	510,672	526,165	34,369	7.0%

FY24/25 Budget Notes:
 5227/5231/5601 - increases are due to inflation and the rising costs of goods and services
 5236/5237/5603 - travel costs increasing; combined all travel expenses connected with employee training into one account code to be consistent with budget account descriptions

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0161 - DISPATCH								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	181,271	323,451	405,407	383,626	397,569	(7,838)	-1.9%
5102	Fringe Benefits	101,892	223,212	238,466	231,703	239,919	1,452	0.6%
5103	Part-time Wages	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	0.0%
5105	Overtime	20,114	56,721	42,446	42,446	42,446	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	16,962	30,375	-	-	-	-	0.0%
	Total Salaries and Benefits	320,238	633,759	686,319	657,775	679,934	(6,386)	-0.9%
Maintenance and Operations								
5201	Office Supplies	1,025	1,052	5,250	5,250	5,250	-	0.0%
5202	Operating Supplies	104	369	2,500	2,500	2,500	-	0.0%
5208	Equipment Maintenance	-	-	-	-	-	-	0.0%
5210	Professional Services	40	969	750	14,000	14,000	13,250	1766.7%
5214	Rents & Leases	1,465	4,620	7,000	7,000	7,000	-	0.0%
5215	Communications	-	4,404	-	-	-	-	0.0%
5216	Freight and Postage	1,131	1,276	1,000	2,000	2,000	1,000	100.0%
5231	Tools and Equipment	1,699	4,643	4,000	7,000	7,000	3,000	75.0%
5233	Computer Related Items	-	225	-	-	-	-	0.0%
5235	Membership Dues	-	-	250	250	250	-	0.0%
5236	Transportation	-	-	750	-	-	(750)	-100.0%
5237	Subsistence	-	-	-	-	-	-	0.0%
5601	Uniform	682	3,265	3,000	3,000	3,000	-	0.0%
5603	Employee Training	1,522	4,519	11,000	11,750	11,750	750	6.8%
	Total Maintenance and Operations	7,667	25,342	35,500	52,750	52,750	17,250	48.6%
	Total	327,905	659,100	721,819	710,525	732,684	10,864	1.5%

FY24/25 Budget Notes:

5231 - purchase new chairs and a shelving unit for dispatch

5216 - increased costs in shipping and postage

5210 - CAD annual licensing and maintenance, currently estimated at \$13,341.30

5236/5237/5603 - combined all travel expenses connected with employee training into one account code to be consistent with budget account descriptions

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0162 - INVESTIGATION									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	17,667	104,726	117,117	123,182	126,882	9,765	8.3%	
5102	Fringe Benefits	17,137	95,868	62,313	64,979	66,928	4,616	7.4%	
5103	Part-time Wages	-	-	-	-	-	-	0.0%	
5104	Part-time Benefits	-	-	-	-	-	-	0.0%	
5105	Overtime	8,948	40,803	17,332	17,332	17,332	-	0.0%	
5107	Part-time Overtime	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	6,290	555	-	-	-	-	0.0%	
5112	PERS Relief	2,242	11,559	-	-	-	-	0.0%	
	Total Salaries and Benefits	52,283	253,511	196,761	205,492	211,142	14,381	7.3%	
Maintenance and Operations									
5202	Operating Supplies	2,810	2,006	6,000	6,000	6,000	-	0.0%	
5210	Professional Services	3,771	13,353	13,000	14,000	14,000	1,000	7.7%	
5215	Communications	-	-	-	-	-	-	0.0%	
5231	Tools and Equipment	5,115	6,822	7,000	8,000	8,000	1,000	14.3%	
5236	Transportation	95	522	1,500	-	-	(1,500)	-100.0%	
5237	Subsistence	-	-	600	-	-	(600)	-100.0%	
	Total Maintenance and Operations	11,791	22,703	28,100	28,000	28,000	(100)	-0.4%	
	Total	64,074	276,214	224,861	233,492	239,142	14,281	6.4%	

FY24/25 Budget Notes:
 5210 - reflects the increases in outside evidence lab processing fees and other increasing costs for major criminal investigations
 5231 - reflects the increasing costs of goods and inflationary trends

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0163 - PATROL									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	347,901	729,335	923,306	967,146	989,565	66,259	7.2%	
5102	Fringe Benefits	224,309	479,171	507,673	527,300	540,390	32,717	6.4%	
5103	Part-time Wages	6,409	20,841	-	-	-	-	0.0%	
5104	Part-time Benefits	706	2,932	-	-	-	-	0.0%	
5105	Overtime	113,637	251,825	154,880	154,880	154,880	-	0.0%	
5107	Part-time Overtime	-	6,420	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%	
5112	PERS Relief	38,873	77,919	-	-	-	-	0.0%	
	Total Salaries and Benefits	731,834	1,568,443	1,585,859	1,649,326	1,684,835	98,976	6.2%	
Maintenance and Operations									
5202	Operating Supplies	-	-	-	-	-	-	0.0%	
5210	Professional Services	-	-	-	-	-	-	0.0%	
5236	Transportation	-	1,416	-	-	-	-	0.0%	
5601	Uniform	269	-	7,500	7,500	7,500	-	0.0%	
5603	Employee Training	350	-	-	-	-	-	0.0%	
	Total Maintenance and Operations	619	1,416	7,500	7,500	7,500	-	0.0%	
	Total	732,453	1,569,859	1,593,359	1,656,826	1,692,335	98,976	6.2%	

FY24/25 Budget Notes:
5101/5102 - several officers achieving various certifications and longevity pay

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0164 - JAIL								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	163,828	321,302	354,292	347,509	358,292	4,000	1.1%
5102	Fringe Benefits	100,786	228,215	201,314	201,636	207,060	5,746	2.9%
5103	Part-time Wages	12,936	840	65,026	65,090	66,271	1,245	1.9%
5104	Part-time Benefits	1,469	107	26,820	27,151	28,070	1,250	4.7%
5105	Overtime	30,127	78,768	47,931	47,931	47,931	-	0.0%
5107	Part-time Overtime	211	141	7,000	7,000	7,000	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	16,336	31,805	-	-	-	-	0.0%
	Total Salaries and Benefits	325,692	661,177	702,382	696,317	714,623	12,241	1.7%
Maintenance and Operations								
5201	Office Supplies	577	731	1,500	1,500	1,500	-	0.0%
5202	Operating Supplies	2,057	7,204	3,500	3,500	3,500	-	0.0%
5203	Fuel and Lube	667	1,375	2,000	2,000	2,000	-	0.0%
5206	Food and Staples	7,699	26,544	20,000	20,000	20,000	-	0.0%
5207	Vehicle and Boat Maintenance	-	-	1,500	1,500	1,500	-	0.0%
5208	Equipment Maintenance	-	-	750	750	750	-	0.0%
5209	Building & Grounds Maintenance	-	2,905	5,000	5,000	5,000	-	0.0%
5210	Professional Services	2,250	750	2,000	2,000	2,000	-	0.0%
5215	Communications	-	-	-	-	-	-	0.0%
5216	Freight and Postage	-	558	250	300	300	50	20.0%
5217	Electricity	825	12,583	9,933	13,841	15,225	5,292	53.3%
5218	Water	121	235	278	259	285	6	2.2%
5219	Sewer	115	224	270	247	272	2	0.7%
5223	Liability Insurance	32,484	61,892	68,081	81,351	89,487	21,405	31.4%
5231	Tools and Equipment	206	6,125	8,000	8,000	8,000	-	0.0%
5236	Transportation	-	-	900	-	-	(900)	-100.0%
5237	Subsistence	-	-	500	-	-	(500)	-100.0%
5601	Uniform	555	2,303	2,500	2,500	2,500	-	0.0%
5603	Employee Training	84	-	3,000	6,400	6,400	3,400	113.3%
5626	Jail Laundry Services	-	733	-	-	-	-	0.0%
	Total Maintenance and Operations	47,640	124,163	129,963	149,148	158,718	28,756	22.1%
	Total	373,333	785,340	832,345	845,465	873,341	40,996	4.9%

FY24/25 Budget Notes:
 5216 - due to increasing costs for shipping and postage
 5236/5237/5603 - increased training; combined all travel expenses connected with employee training into one account code to be consistent with budget account descriptions

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0165 - ANIMAL CONTROL									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	-	-	-	-	-	-	0.0%	
5102	Fringe Benefits	-	-	-	-	-	-	0.0%	
5103	Part-time Wages	-	-	-	-	-	-	0.0%	
5104	Part-time Benefits	-	-	-	-	-	-	0.0%	
5105	Overtime	-	-	-	-	-	-	0.0%	
5107	Part-time Overtime	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%	
5112	PERS Relief	-	-	-	-	-	-	0.0%	
	Total Salaries and Benefits	-	-	-	-	-	-	0.0%	
Maintenance and Operations									
5202	Operating Supplies	-	-	500	500	500	-	0.0%	
5203	Fuel and Lube	8,294	11,940	11,200	11,200	11,200	-	0.0%	
5206	Food and Staples	-	-	-	-	-	-	0.0%	
5208	Equipment Maintenance	-	-	1,000	1,000	1,000	-	0.0%	
5209	Building & Grounds Maintenance	-	-	3,000	3,000	3,000	-	0.0%	
5210	Professional Services	97,919	200,777	208,707	300,000	300,000	91,293	43.7%	
5215	Communications	116	299	600	600	600	-	0.0%	
5217	Electricity	3,712	7,545	10,171	8,299	9,129	(1,042)	-10.2%	
5218	Water	228	517	788	569	625	(162)	-20.6%	
5219	Sewer	189	466	685	513	564	(121)	-17.7%	
5220	Refuse and Disposal	145	307	600	600	600	-	0.0%	
5221	Property Insurance	467	1,056	1,109	1,737	1,911	802	72.3%	
5223	Liability Insurance	170	321	534	365	402	(133)	-24.9%	
5244	Snow Removal	-	-	-	-	-	-	0.0%	
	Total Maintenance and Operations	111,239	223,229	238,894	328,382	329,531	90,637	37.9%	
	Total	111,239	223,229	238,894	328,382	329,531	90,637	37.9%	

FY24/25 Budget Notes:
5210 - contract for animal shelter operations expires at the end of CY23

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
PUBLIC WORKS COMBINED EXPENDITURES								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 -	7/1/21 -	7/1/22 -	7/1/23 -	7/1/24 -	FY25 & FY23	
		6/30/21	6/30/22	6/30/23	6/30/24	6/30/25	Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	452,144	827,860	1,022,153	1,024,561	1,056,372	34,219	3.3%
5102	Fringe Benefits	262,982	571,902	643,294	646,389	667,647	24,353	3.8%
5103	Part-time Wages	62,303	116,580	162,103	81,431	81,431	(80,672)	-49.8%
5104	Part-time Benefits	7,358	13,500	18,835	9,785	9,785	(9,050)	-48.0%
5105	Overtime	22,752	58,480	46,995	50,041	50,041	3,046	6.5%
5107	Part-time Overtime	2,046	3,572	1,804	4,466	4,466	2,662	147.5%
5108	Unemployment Benefits	3,634	7,082	-	-	-	-	0.0%
5112	PERS Relief	39,995	70,440	-	-	-	-	0.0%
	Total Salaries and Benefits	853,213	1,669,415	1,895,183	1,816,673	1,869,741	(25,442)	-1.3%
Maintenance and Operations								
5201	Office Supplies	1,694	4,052	4,950	4,950	4,950	-	0.0%
5202	Operating Supplies	59,017	153,135	199,200	299,900	300,000	100,800	50.6%
5203	Fuel and Lube	45,977	131,845	122,000	132,000	132,000	10,000	8.2%
5204	Chemicals	109,009	153,864	187,600	222,600	222,600	35,000	18.7%
5207	Vehicle and Boat Maintenance	88,442	256,161	255,700	275,000	275,000	19,300	7.5%
5208	Equipment Maintenance	1,409	17,903	9,000	13,000	13,000	4,000	44.4%
5209	Building & Grounds Maintenance	22,646	47,565	60,607	60,607	60,607	-	0.0%
5210	Professional Services	62,771	186,415	249,500	229,500	229,500	(20,000)	-8.0%
5213	Survey and Appraisal	1,232	(2)	3,000	3,000	3,000	-	0.0%
5214	Rents & Leases	9,142	47,589	57,000	95,000	95,000	38,000	66.7%
5215	Communications	4,841	13,776	19,640	20,640	20,640	1,000	5.1%
5216	Freight and Postage	68	72	1,000	1,000	1,000	-	0.0%
5217	Electricity	64,376	79,928	86,976	87,921	96,713	9,737	11.2%
5218	Water	3,727	10,549	17,325	11,604	12,765	(4,561)	-26.3%
5219	Sewer	5,595	17,617	22,510	19,379	21,317	(1,193)	-5.3%
5220	Refuse and Disposal	2,743	4,948	5,850	5,850	5,850	-	0.0%
5221	Property Insurance	1,920	5,014	5,515	7,795	8,574	3,059	55.5%
5222	Auto Insurance	5,718	13,171	12,477	15,832	17,415	4,938	39.6%
5223	Liability Insurance	2,130	11,342	14,875	5,236	5,759	(9,116)	-61.3%
5227	Advertising	-	2,502	2,150	3,250	3,250	1,100	51.2%
5231	Tools and Equipment	16,887	29,250	36,450	31,350	31,350	(5,100)	-14.0%
5233	Computer Related Items	-	7,598	3,000	3,000	3,000	-	0.0%
5234	Record and Permits	-	-	-	-	-	-	0.0%
5235	Membership Dues	600	2,531	1,400	1,400	1,400	-	0.0%
5236	Transportation	-	727	900	-	-	(900)	-100.0%
5237	Subsistence	139	339	300	-	-	(300)	-100.0%
5238	Printing and Binding	740	74	750	750	750	-	0.0%
5251	Pioneer Beautification	2,362	1,613	1,500	1,500	1,500	-	0.0%
5252	Credit Card Expenses	216	1,360	8,150	-	-	(8,150)	-100.0%
5282	City Hall Building Maintenance	5,666	34,001	10,000	10,000	10,000	-	0.0%
5283	Library Building Maintenance	6,399	3,081	18,000	25,000	25,000	7,000	38.9%
5284	Police Building Maintenance	831	10,514	10,500	10,500	10,500	-	0.0%
5285	Fire Building Maintenance	191	4,876	5,000	5,000	5,000	-	0.0%
5286	Old School Building Maintenance	840	89	3,000	-	-	(3,000)	-100.0%
5287	Animal Control Building Maintenance	1,897	2,349	2,500	2,500	2,500	-	0.0%
5288	Old Police Building Maintenance	-	3,630	3,500	-	-	(3,500)	-100.0%
5292	City Hall Motor Pool	203	150	700	700	700	-	0.0%
5293	Police Motor Pool	21,135	20,701	20,000	20,000	20,000	-	0.0%
5294	Fire Motor Pool	5,379	14,171	25,000	18,000	18,000	(7,000)	-28.0%
5601	Uniform	4,212	8,829	11,400	11,400	11,400	-	0.0%
5602	Safety Equipment	2,243	10,511	10,200	10,950	10,950	750	7.4%
5603	Employee Training	2,695	6,646	18,500	27,700	23,700	5,200	28.1%
5604	Public Education	-	-	-	-	-	-	0.0%
5614	Car Allowance	984	1,929	1,900	3,800	3,800	1,900	100.0%
5815	Parks & Recreation Board	-	325	1,500	-	-	(1,500)	-100.0%
	Total Maintenance and Operations	566,078	1,322,741	1,531,026	1,697,613	1,708,490	177,464	11.6%
	Total	1,419,291	2,992,156	3,426,209	3,514,286	3,578,231	152,021	4.4%

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0170 - PUBLIC WORKS ADMINISTRATION								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	29,628	55,352	74,385	77,244	79,475	5,090	6.8%
5102	Fringe Benefits	16,590	36,650	44,046	44,972	46,499	2,453	5.6%
5103	Part-time Wages	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	0.0%
5105	Overtime	40	106	1,060	1,060	1,060	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	370	4,810	-	-	-	-	0.0%
5112	PERS Relief	2,495	4,406	-	-	-	-	0.0%
	Total Salaries and Benefits	49,123	101,325	119,490	123,276	127,034	7,543	6.3%
Maintenance and Operations								
5201	Office Supplies	1,110	2,136	3,200	3,200	3,200	-	0.0%
5202	Operating Supplies	1,864	4,543	4,400	5,400	5,500	1,100	25.0%
5207	Vehicle and Boat Maintenance	3,110	100	5,700	-	-	(5,700)	-100.0%
5208	Equipment Maintenance	-	467	500	-	-	(500)	-100.0%
5210	Professional Services	7,051	11,211	10,000	21,000	21,000	11,000	110.0%
5214	Rents & Leases	1,453	5,014	7,000	7,000	7,000	-	0.0%
5215	Communications	4,799	13,776	11,080	11,080	11,080	-	0.0%
5216	Freight and Postage	68	72	1,000	1,000	1,000	-	0.0%
5221	Property Insurance	1,920	5,014	5,515	7,795	8,574	3,059	55.5%
5222	Auto Insurance	5,718	13,171	12,477	15,832	17,415	4,938	39.6%
5223	Liability Insurance	2,130	11,342	14,875	5,236	5,759	(9,116)	-61.3%
5227	Advertising	-	1,157	1,000	1,000	1,000	-	0.0%
5231	Tools and Equipment	2,326	-	1,100	-	-	(1,100)	-100.0%
5234	Record and Permits	-	-	-	-	-	-	0.0%
5235	Membership Dues	600	1,300	500	500	500	-	0.0%
5236	Transportation	-	727	900	-	-	(900)	-100.0%
5237	Subsistence	139	339	300	-	-	(300)	-100.0%
5602	Safety Equipment	562	1,651	2,200	2,200	2,200	-	0.0%
5603	Employee Training	1,209	1,141	2,000	7,200	3,200	1,200	60.0%
5614	Car Allowance	-	-	-	-	-	-	0.0%
	Total Maintenance and Operations	34,057	73,161	83,748	88,442	87,428	3,680	4.4%
	Total	83,181	174,486	203,238	211,718	214,462	11,223	5.5%

FY24/25 Budget Notes:
 5207/5208/5231 - consolidating expenses
 5210 - added \$10,000/year to digitize files to comply with records retention requirements. This is a 2-year project. Also, added \$1000/year for hearing tests. and \$4000 for CPR classes, which needs to be done every 2 years
 5236/5237/5603 - combined all travel expenses connected with employee training into one account code to be consistent with budget account descriptions

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0171 - GENERAL MAINTENANCE								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	81,127	116,258	161,879	174,342	180,134	18,255	11.3%
5102	Fringe Benefits	46,154	87,246	104,066	108,471	112,409	8,343	8.0%
5103	Part-time Wages	3,600	5,527	5,984	6,073	6,073	90	1.5%
5104	Part-time Benefits	458	695	711	733	733	22	3.0%
5105	Overtime	2,568	5,770	7,617	7,617	7,617	-	0.0%
5107	Part-time Overtime	-	-	377	377	377	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	7,049	9,696	-	-	-	-	0.0%
	Total Salaries and Benefits	140,955	225,191	280,634	297,614	307,343	26,709	9.5%
Maintenance and Operations								
5201	Office Supplies	-	143	-	-	-	-	0.0%
5202	Operating Supplies	3,935	8,784	6,300	7,000	7,000	700	11.1%
5203	Fuel and Lube	4,643	25,835	7,000	7,000	7,000	-	0.0%
5208	Equipment Maintenance	805	9,787	5,000	5,000	5,000	-	0.0%
5209	Building & Grounds Maintenance	6,368	14,504	20,607	20,607	20,607	-	0.0%
5210	Professional Services	912	22,111	12,500	20,000	20,000	7,500	60.0%
5215	Communications	-	-	1,620	1,620	1,620	-	0.0%
5217	Electricity	17,593	38,675	42,340	42,543	46,797	4,457	10.5%
5218	Water	852	1,411	2,118	1,552	1,708	(410)	-19.4%
5219	Sewer	1,003	1,662	2,155	1,828	2,011	(144)	-6.7%
5220	Refuse and Disposal	877	200	2,350	2,350	2,350	-	0.0%
5231	Tools and Equipment	3,188	7,907	5,300	5,300	5,300	-	0.0%
5282	City Hall Building Maintenance	5,666	34,001	10,000	10,000	10,000	-	0.0%
5283	Library Building Maintenance	6,399	3,081	18,000	25,000	25,000	7,000	38.9%
5284	Police Building Maintenance	831	10,514	10,500	10,500	10,500	-	0.0%
5285	Fire Building Maintenance	191	4,876	5,000	5,000	5,000	-	0.0%
5286	Old School Building Maintenance	840	89	3,000	-	-	(3,000)	-100.0%
5287	Animal Control Building Maintenance	1,897	2,349	2,500	2,500	2,500	-	0.0%
5288	Old Police Building Maintenance	-	3,630	3,500	-	-	(3,500)	-100.0%
5602	Safety Equipment	1,289	6,449	5,000	5,000	5,000	-	0.0%
5603	Employee Training	199	446	8,000	8,000	8,000	-	0.0%
	Total Maintenance and Operations	57,488	196,454	172,789	180,800	185,392	12,603	7.3%
	Total	198,443	421,645	453,423	478,414	492,735	39,312	8.7%

FY24/25 Budget Notes:
5210 - repairs associated with overhead doors are increasing
5283 - increasing needs for repairs
5286 - Expenses related to the HERC building are coded to HERC budget
5288 - PW no longer providing maintenance

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0172 - GRAVEL ROADS								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	38,997	73,549	90,423	85,388	87,922	(2,501)	-2.8%
5102	Fringe Benefits	21,351	46,450	53,112	51,947	53,471	359	0.7%
5103	Part-time Wages	-	282	5,000	2,578	2,578	(2,422)	-48.4%
5104	Part-time Benefits	-	33	750	293	293	(457)	-60.9%
5105	Overtime	260	541	1,170	1,170	1,170	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	3,306	5,890	-	-	-	-	0.0%
	Total Salaries and Benefits	63,915	126,745	150,455	141,376	145,434	(5,021)	-3.3%
Maintenance and Operations								
5202	Operating Supplies	16,834	26,770	50,000	102,000	102,000	52,000	104.0%
5204	Chemicals	56,795	79,080	94,200	111,700	111,700	17,500	18.6%
5210	Professional Services	3,692	3,511	6,500	6,500	6,500	-	0.0%
5214	Rents & Leases	-	-	-	19,000	19,000	19,000	0.0%
5215	Communications	-	-	3,240	4,240	4,240	1,000	30.9%
5227	Advertising	-	-	-	-	-	-	0.0%
5231	Tools and Equipment	623	2,444	3,000	3,000	3,000	-	0.0%
5603	Employee Training	-	-	1,500	1,500	1,500	-	0.0%
	Total Maintenance and Operations	77,944	111,805	158,440	247,940	247,940	89,500	56.5%
	Total	141,858	238,549	308,895	389,316	393,374	84,479	27.3%

FY24/25 Budget Notes:
5202 - added \$22,000 for 1000 cy/year of road surfacing gravel; \$30,000 for culverts
5204 - added \$17,500 for 30% increase in calcium costs
5214 - added \$19,000 for 1/2 cost to lease mini-excavator
5215 - added \$1000 for new computer for Lead Operator

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0173 - PAVED ROADS									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	46,118	87,512	108,307	102,430	105,465	(2,842)	-2.6%	
5102	Fringe Benefits	25,530	57,537	64,107	62,773	64,585	478	0.7%	
5103	Part-time Wages	-	375	-	3,437	3,437	3,437	0.0%	
5104	Part-time Benefits	-	44	-	391	391	391	0.0%	
5105	Overtime	251	5,905	1,693	3,106	3,106	1,414	83.5%	
5107	Part-time Overtime	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%	
5112	PERS Relief	3,905	7,429	-	-	-	-	0.0%	
	Total Salaries and Benefits	75,804	158,802	174,106	172,138	176,984	2,878	1.7%	
Maintenance and Operations									
5202	Operating Supplies	11,123	32,331	40,000	70,000	70,000	30,000	75.0%	
5210	Professional Services	2,238	3,780	15,000	45,000	45,000	30,000	200.0%	
5214	Rents & Leases	-	-	-	19,000	19,000	19,000	0.0%	
5217	Electricity	39,700	29,094	32,227	32,003	35,203	2,977	9.2%	
5227	Advertising	-	84	750	750	750	-	0.0%	
5231	Tools and Equipment	805	1,088	3,000	3,000	3,000	-	0.0%	
	Total Maintenance and Operations	53,865	66,377	90,977	169,753	172,953	81,977	90.1%	
	Total	129,669	225,179	265,082	341,891	349,938	84,855	32.0%	

FY24/25 Budget Notes:
5202 - increased \$30,000 for 1/2 extra culverts
5210 - \$30,000 for additional asphalt patching/repair
5214 - added \$19,000 for 1/2 cost to lease mini-excavator

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0174 - WINTER ROADS									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	53,238	101,474	126,190	119,472	123,007	(3,183)	-2.5%	
5102	Fringe Benefits	33,064	74,205	75,101	73,600	75,699	598	0.8%	
5103	Part-time Wages	-	469	-	4,296	4,296	4,296	0.0%	
5104	Part-time Benefits	-	55	-	489	489	489	0.0%	
5105	Overtime	11,582	32,711	23,175	23,175	23,175	-	0.0%	
5107	Part-time Overtime	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%	
5112	PERS Relief	5,459	10,681	-	-	-	-	0.0%	
	Total Salaries and Benefits	103,343	219,595	224,466	221,032	226,667	2,200	1.0%	
Maintenance and Operations									
5202	Operating Supplies	1,797	31,580	36,000	53,000	53,000	17,000	47.2%	
5204	Chemicals	52,214	74,784	93,400	110,900	110,900	17,500	18.7%	
5210	Professional Services	-	-	-	-	-	-	0.0%	
5214	Rents & Leases	7,690	42,575	50,000	50,000	50,000	-	0.0%	
5227	Advertising	-	1,022	-	-	-	-	0.0%	
5231	Tools and Equipment	139	1,911	3,750	3,750	3,750	-	0.0%	
	Total Maintenance and Operations	61,840	151,872	183,150	217,650	217,650	34,500	18.8%	
	Total	165,184	371,467	407,616	438,682	444,317	36,700	9.0%	

FY24/25 Budget Notes:
5202 - added \$17,000 for an additional 1-1,500 CY of sand
5204 - added \$17,500 for 30% increase in calcium costs

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0175 - PARKS								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	44,126	88,142	100,283	90,666	93,293	(6,990)	-7.0%
5102	Fringe Benefits	26,370	57,099	62,441	58,652	60,616	(1,825)	-2.9%
5103	Part-time Wages	35,975	109,927	137,195	50,913	50,913	(86,281)	-62.9%
5104	Part-time Benefits	4,094	12,672	15,774	6,174	6,174	(9,600)	-60.9%
5105	Overtime	4,002	2,394	1,520	3,152	3,152	1,632	107.4%
5107	Part-time Overtime	610	3,376	349	3,011	3,011	2,662	763.5%
5108	Unemployment Benefits	2,559	2,180	-	-	-	-	0.0%
5112	PERS Relief	4,054	7,189	-	-	-	-	0.0%
	Total Salaries and Benefits	121,791	282,980	317,561	212,568	217,159	(100,402)	-31.6%
Maintenance and Operations								
5202	Operating Supplies	15,362	39,581	40,000	20,000	20,000	(20,000)	-50.0%
5203	Fuel and Lube	6,913	15,397	15,000	15,000	15,000	-	0.0%
5208	Equipment Maintenance	310	5,716	500	5,000	5,000	4,500	900.0%
5209	Building & Grounds Maintenance	16,278	33,061	40,000	40,000	40,000	-	0.0%
5210	Professional Services	40,164	120,960	170,000	90,000	90,000	(80,000)	-47.1%
5214	Rents & Leases	-	-	-	-	-	-	0.0%
5215	Communications	42	-	1,000	1,000	1,000	-	0.0%
5217	Electricity	7,083	12,159	12,409	13,375	14,713	2,303	18.6%
5218	Water	2,875	9,138	15,208	10,052	11,057	(4,151)	-27.3%
5219	Sewer	4,592	15,956	20,355	17,551	19,306	(1,049)	-5.2%
5220	Refuse and Disposal	1,866	4,748	3,500	3,500	3,500	-	0.0%
5227	Advertising	-	240	400	-	-	(400)	-100.0%
5231	Tools and Equipment	2,041	4,163	4,500	4,500	4,500	-	0.0%
5235	Membership Dues	-	622	500	500	500	-	0.0%
5236	Transportation	-	-	-	-	-	-	0.0%
5237	Subsistence	-	-	-	-	-	-	0.0%
5251	Pioneer Beautification	2,362	1,613	1,500	1,500	1,500	-	0.0%
5252	Credit Card Expenses	216	1,360	8,150	-	-	(8,150)	-100.0%
5601	Uniform	448	1,691	3,000	3,000	3,000	-	0.0%
5603	Employee Training	75	752	1,500	2,000	2,000	500	33.3%
5604	Public Education	-	-	-	-	-	-	0.0%
5815	Parks & Recreation Board	-	325	1,500	-	-	(1,500)	-100.0%
	Total Maintenance and Operations	100,627	267,481	339,023	226,978	231,076	(107,947)	-31.8%
	Total	222,418	550,461	656,583	439,546	448,235	(208,349)	-31.7%

FY24/25 Budget Notes:
5101/5102/5103/5104 - 1 FTE moved to Economic Development; added Parks Coordinator (funded by reduction in seasonal hires)
5202 - \$20,000 shifted to Janitorial budget
5208 - added increase to address current reality of needs
5210 - no longer using a 3rd party vendor for custodial services
5603 - increased \$500 - ARPA converage is in Wrangell this year

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0176 - MOTOR POOL								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	59,715	104,183	137,045	133,008	137,397	351	0.3%
5102	Fringe Benefits	33,394	70,526	82,050	81,295	84,238	2,187	2.7%
5103	Part-time Wages	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	0.0%
5105	Overtime	1,586	3,347	2,838	2,838	2,838	-	0.0%
5107	Part-time Overtime	-	195	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	5,163	8,542	-	-	-	-	0.0%
	Total Salaries and Benefits	99,858	186,793	221,934	217,142	224,472	2,538	1.1%
Maintenance and Operations								
5202	Operating Supplies	538	730	2,000	2,000	2,000	-	0.0%
5203	Fuel and Lube	34,421	90,613	100,000	110,000	110,000	10,000	10.0%
5207	Vehicle and Boat Maintenance	85,332	256,061	250,000	275,000	275,000	25,000	10.0%
5208	Equipment Maintenance	-	-	-	-	-	-	0.0%
5209	Building & Grounds Maintenance	-	-	-	-	-	-	0.0%
5210	Professional Services	1,455	866	2,000	2,000	2,000	-	0.0%
5215	Communications	-	-	1,620	1,620	1,620	-	0.0%
5231	Tools and Equipment	7,341	9,482	14,000	10,000	10,000	(4,000)	-28.6%
5236	Transportation	-	-	-	-	-	-	0.0%
5237	Subsistence	-	-	-	-	-	-	0.0%
5292	City Hall Motor Pool	203	150	700	700	700	-	0.0%
5293	Police Motor Pool	21,135	20,701	20,000	20,000	20,000	-	0.0%
5294	Fire Motor Pool	5,379	14,171	25,000	18,000	18,000	(7,000)	-28.0%
5601	Uniform	3,764	7,138	8,400	8,400	8,400	-	0.0%
5602	Safety Equipment	310	1,537	1,500	1,500	1,500	-	0.0%
5603	Employee Training	739	-	3,500	7,000	7,000	3,500	100.0%
	Total Maintenance and Operations	160,618	401,448	428,720	456,220	456,220	27,500	6.4%
	Total	260,476	588,241	650,654	673,362	680,692	30,038	4.6%

FY24/25 Budget Notes:
5203/5207 - increased costs
5231/5294 - decreased to bring in line with historical spending
5236/5237/5603 - increased training

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0177 - ENGINEERING/INSPECTION								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	42,849	92,673	109,822	114,959	118,305	8,483	7.7%
5102	Fringe Benefits	25,116	59,316	66,992	68,750	71,091	4,099	6.1%
5103	Part-time Wages	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	0.0%
5105	Overtime	-	-	-	-	-	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	3,609	7,363	-	-	-	-	0.0%
	Total Salaries and Benefits	71,574	159,353	176,814	183,709	189,396	12,582	7.1%
Maintenance and Operations								
5201	Office Supplies	584	1,772	1,750	1,750	1,750	-	0.0%
5202	Operating Supplies	633	343	1,500	1,500	1,500	-	0.0%
5210	Professional Services	2,005	11,425	8,500	20,000	20,000	11,500	135.3%
5213	Survey and Appraisal	1,232	(2)	3,000	3,000	3,000	-	0.0%
5215	Communications	-	-	1,080	1,080	1,080	-	0.0%
5216	Freight and Postage	-	-	-	-	-	-	0.0%
5227	Advertising	-	-	-	1,500	1,500	1,500	0.0%
5231	Tools and Equipment	400	2,080	800	800	800	-	0.0%
5233	Computer Related Items	-	7,598	3,000	3,000	3,000	-	0.0%
5235	Membership Dues	-	608	400	400	400	-	0.0%
5236	Transportation	-	-	-	-	-	-	0.0%
5238	Printing and Binding	740	74	750	750	750	-	0.0%
5602	Safety Equipment	-	375	750	750	750	-	0.0%
5603	Employee Training	473	4,307	2,000	2,000	2,000	-	0.0%
	Total Maintenance and Operations	6,067	28,581	23,530	36,530	36,530	13,000	55.2%
	Total	77,642	187,934	200,344	220,239	225,926	25,582	12.8%

FY24/25 Budget Notes:
5210 - increase budget for prelim engineering of misc capital projects and grant support
5227 - increase advertising budget for PSAs and ITBs

City of Homer
FY24/25 Operating Budget

FUND 100 - GENERAL FUND									
DEPT 0178 - JANITORIAL									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	56,347	108,718	113,820	127,052	131,375	17,555	15.4%	
5102	Fringe Benefits	35,411	82,871	91,379	95,929	99,039	7,660	8.4%	
5103	Part-time Wages	22,728	-	13,924	14,133	14,133	209	1.5%	
5104	Part-time Benefits	2,806	-	1,600	1,705	1,705	105	6.5%	
5105	Overtime	2,462	7,706	7,922	7,922	7,922	-	0.0%	
5107	Part-time Overtime	1,436	-	1,079	1,079	1,079	-	0.0%	
5108	Unemployment Benefits	705	91	-	-	-	-	0.0%	
5112	PERS Relief	4,953	9,244	-	-	-	-	0.0%	
	Total Salaries and Benefits	126,849	208,631	229,723	247,819	255,253	25,529	11.1%	
Maintenance and Operations									
5202	Operating Supplies	6,931	8,474	19,000	39,000	39,000	20,000	105.3%	
5208	Equipment Maintenance	294	1,933	3,000	3,000	3,000	-	0.0%	
5209	Building & Grounds Maintenance	-	-	-	-	-	-	0.0%	
5210	Professional Services	5,255	12,552	25,000	25,000	25,000	-	0.0%	
5231	Tools and Equipment	25	175	1,000	1,000	1,000	-	0.0%	
5236	Transportation	-	-	-	-	-	-	0.0%	
5602	Safety Equipment	83	499	750	1,500	1,500	750	100.0%	
5614	Car Allowance	984	1,929	1,900	3,800	3,800	1,900	100.0%	
	Total Maintenance and Operations	13,572	25,563	50,650	73,300	73,300	22,650	44.7%	
	Total	140,421	234,194	280,373	321,119	328,553	48,179	17.2%	

FY24/25 Budget Notes:
5202 - shifted budget for supplies from Parks to Janitorial budget - added \$20,000
5602/5614 - additional staff

FUND 200								
REVENUE DETAIL BY LINE ITEM								
Sorted by Type								
A/C Num.	Revenue Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Water Revenue								
Operating Revenue:								
	Metered Sales	861,176	1,845,903	1,779,324	2,213,656	2,268,370	489,046	27.5%
4661	Connection Fees	10,512	19,973	16,911	17,211	17,696	785	4.6%
4662	Services & Meters	18,570	81,955	38,450	31,829	34,490	(3,960)	-10.3%
4663	In Lieu of City Sales Tax	168	424	-	-	-	-	0.0%
Total Operating Revenue		890,257	1,947,830	1,834,685	2,262,697	2,320,556	485,871	26.5%
Non- Operating Revenue								
4801	Interest on Investments	(836)	(24,136)	84,500	-	-	(84,500)	-100.0%
4802	Penalty & Interest (Utilities)	20	6,527	2,487	5,065	3,717	1,230	49.5%
4527	PERS Revenue	24,046	47,429	-	-	-	-	0.0%
4902	Other Revenue	-	-	-	-	-	-	0.0%
4992	Transfer from GF	45,673	91,418	91,734	103,080	105,649	13,915	15.2%
Total Non-Operating Revenue		68,903	121,238	178,721	108,145	109,366	(69,355)	-38.8%
Total Water Revenue		959,161	2,069,068	2,013,406	2,370,842	2,429,922	416,516	20.7%
Total Water Revenues (W/O PERS Relief)		935,115	2,021,639	2,013,406	2,370,842	2,429,922	416,516	20.7%
Sewer Revenue								
Operating Revenue								
	Metered Sales	797,083	1,761,570	1,731,174	1,918,789	2,060,952	329,778	19.0%
4619	Inspection Fees	-	-	-	-	-	-	0.0%
4662	Services & Meters	13,916	42,390	17,522	25,515	18,509	987	5.6%
4701	RV Dump Station	306	1,264	5,986	5,575	6,024	38	0.6%
4902	Other	-	-	-	-	-	-	0.0%
Total Operating Revenue		811,305	1,805,224	1,754,682	1,949,879	2,085,485	330,804	18.9%
Non- Operating Revenue								
4527	PERS Revenue	19,943	38,858	-	-	-	-	0.0%
Total Non-Operating Revenue		19,943	38,858	-	-	-	-	0.0%
Total Sewer Revenue		831,248	1,844,082	1,754,682	1,949,879	2,085,485	330,804	18.9%
Total Sewer Revenues (W/O PERS Relief)		811,305	1,805,224	1,754,682	1,949,879	2,085,485	330,804	18.9%
Total Transfer from Fund Balance		-	-	-	-	-	-	0.0%
Total Operating Revenue		1,701,562	3,753,054	3,589,367	4,212,576	4,406,042	816,675	22.8%
Total Non-Operating Revenue		88,847	160,095	178,721	108,145	109,366	(69,355)	-38.8%
Total Water & Sewer Revenues		1,790,409	3,913,150	3,768,088	4,320,721	4,515,407	747,319	19.8%
Total Water & Sewer Revenues (W/O PERS Relief)		1,746,420	3,826,863	3,768,088	4,320,721	4,515,407	747,319	19.8%

City of Homer
FY24/25 Operating Budget

FUND 200 - UTILITY FUND								
WATER COMBINED EXPENDITURES								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	270,779	551,756	616,890	679,587	700,710	83,820	13.6%
5102	Fringe Benefits	157,719	347,235	384,043	420,384	433,854	49,811	13.0%
5103	Part-time Wages	7,404	1,118	-	4,296	4,296	4,296	0.0%
5104	Part-time Benefits	817	124	-	489	489	489	0.0%
5105	Overtime	14,004	35,815	42,662	43,573	43,573	912	2.1%
5107	Part-time Overtime	529	15	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	24,046	47,429	-	-	-	-	0.0%
	Total Salaries and Benefits	475,298	983,493	1,043,595	1,148,330	1,182,924	139,328	13.4%
Maintenance and Operations								
5201	Office Supplies	996	1,120	1,750	1,750	1,750	-	0.0%
5202	Operating Supplies	67,130	121,396	134,550	212,850	212,850	78,300	58.2%
5203	Fuel and Lube	13,169	29,508	26,600	30,600	30,600	4,000	15.0%
5204	Chemicals	67,694	136,230	150,000	150,000	150,000	-	0.0%
5207	Vehicle and Boat Maintenance	250	39	500	500	500	-	0.0%
5208	Equipment Maintenance	14,609	43,960	40,900	44,550	44,550	3,650	8.9%
5209	Building & Grounds Maintenance	3,020	6,026	7,700	7,700	7,700	-	0.0%
5210	Professional Services	13,425	64,750	77,500	65,500	65,500	(12,000)	-15.5%
5211	Audit Services	2,725	18,755	19,260	20,223	21,234	1,974	10.3%
5213	Survey and Appraisal	-	1,150	1,200	1,200	1,200	-	0.0%
5215	Communications	5,760	15,835	9,000	9,000	9,000	-	0.0%
5216	Freight and Postage	55	428	500	6,500	6,500	6,000	1200.0%
5217	Electricity	114,764	206,025	209,477	226,628	249,291	39,814	19.0%
5221	Property Insurance	7,768	8,276	9,104	12,389	13,628	4,525	49.7%
5222	Auto Insurance	5,718	11,343	12,477	14,187	15,606	3,129	25.1%
5223	Liability Insurance	1,620	3,282	5,728	2,913	3,205	(2,523)	-44.0%
5226	Testing and Analysis	10,644	17,319	17,000	17,000	17,000	-	0.0%
5227	Advertising	84	1,143	1,000	1,000	1,000	-	0.0%
5231	Tools and Equipment	2,460	3,737	9,400	9,400	9,400	-	0.0%
5233	Computer Related Items	300	235	750	750	750	-	0.0%
5234	Record and Permits	150	150	250	250	250	-	0.0%
5235	Membership Dues	380	1,601	1,000	1,000	1,000	-	0.0%
5236	Transportation	336	585	800	-	-	(800)	-100.0%
5237	Subsistence	175	846	750	-	-	(750)	-100.0%
5252	Credit Card Expenses	8,854	16,373	25,000	25,000	25,000	-	0.0%
5602	Safety Equipment	24	2,395	1,900	1,512	1,553	(347)	-18.3%
5603	Employee Training	2,368	3,455	5,200	13,150	13,150	7,950	152.9%
5606	Bad Debt Expenses	5,658	7,700	12,000	12,000	12,000	-	0.0%
	Total Salaries and Benefits	350,135	723,661	781,296	887,553	914,217	132,922	17.0%
Transfers								
5106	Leave Cash Out	7,875	57,790	63,736	7,414	5,611	(58,124)	-91.2%
5241	GF Admin Fees	162,101	-	-	-	-	-	0.0%
5990	Transfers To	13,214	265,500	124,780	327,545	327,170	202,390	162.2%
	Total Transfers	183,190	323,290	188,515	334,959	332,781	144,266	76.5%
	Total	1,008,622	2,030,444	2,013,406	2,370,842	2,429,922	416,516	20.7%

City of Homer
FY24/25 Operating Budget

FUND 200 - UTILITY FUND								
DEPT 0400 - WATER SYSTEM ADMINISTRATION								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	28,687	79,341	67,519	116,670	120,308	52,789	78.2%
5102	Fringe Benefits	15,518	41,609	39,239	68,767	71,139	31,901	81.3%
5103	Part-time Wages	7,404	642	-	-	-	-	0.0%
5104	Part-time Benefits	817	68	-	-	-	-	0.0%
5105	Overtime	41	318	355	355	355	-	0.0%
5107	Part-time Overtime	461	15	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	2,480	7,083	-	-	-	-	0.0%
	Total Salaries and Benefits	55,407	129,077	107,113	185,792	191,802	84,689	79.1%
Maintenance and Operations								
5201	Office Supplies	996	1,120	1,750	1,750	1,750	-	0.0%
5202	Operating Supplies	102	16	750	750	750	-	0.0%
5203	Fuel and Lube	-	-	-	-	-	-	0.0%
5208	Equipment Maintenance	-	-	250	250	250	-	0.0%
5210	Professional Services	22	4,975	4,500	4,500	4,500	-	0.0%
5211	Audit Services	2,725	18,755	19,260	20,223	21,234	1,974	10.3%
5215	Communications	5,760	15,835	9,000	9,000	9,000	-	0.0%
5216	Freight and Postage	55	428	500	6,500	6,500	6,000	1200.0%
5221	Property Insurance	7,768	8,276	9,104	12,389	13,628	4,525	49.7%
5222	Auto Insurance	5,718	11,343	12,477	14,187	15,606	3,129	25.1%
5223	Liability Insurance	1,620	3,282	5,728	2,913	3,205	(2,523)	-44.0%
5227	Advertising	84	1,143	1,000	1,000	1,000	-	0.0%
5231	Tools and Equipment	-	-	900	900	900	-	0.0%
5233	Computer Related Items	300	235	750	750	750	-	0.0%
5234	Record and Permits	150	150	250	250	250	-	0.0%
5235	Membership Dues	380	1,601	1,000	1,000	1,000	-	0.0%
5236	Transportation	336	585	800	-	-	(800)	-100.0%
5237	Subsistence	175	846	750	-	-	(750)	-100.0%
5252	Credit Card Expenses	8,854	16,373	25,000	25,000	25,000	-	0.0%
5602	Safety Equipment	-	2,021	1,100	1,100	1,100	-	0.0%
5603	Employee Training	614	736	1,500	9,450	9,450	7,950	530.0%
5606	Bad Debt Expenses	5,658	7,700	12,000	12,000	12,000	-	0.0%
	Total Maintenance and Operations	41,315	95,420	108,369	123,913	127,873	19,505	18.0%
Transfers								
	Transfer to Water CARMA	-	247,542	106,804	309,240	316,946	210,143	196.8%
	Transfer to Reserves for Energy Project Repay	12,398	12,398	12,398	12,398	4,919	(7,479)	-60.3%
	Transfer to Revolving Energy Fund	469	469	469	469	188	(281)	-60.0%
	Transfer to GF PW Maint. (Direct)	-	5,000	5,000	5,000	5,000	-	0.0%
	Transfer to Health Insurance Fund	347	91	109	438	117	8	7.1%
5990	Total Transfers	13,214	265,500	124,780	327,545	327,170	202,390	162.2%
Other								
5106	Leave Cash Out	7,875	57,790	63,736	7,414	5,611	(58,124)	-91.2%
5241	GF Admin Fees	162,101	-	-	-	-	-	0.0%
	Total Other	169,976	57,790	63,736	7,414	5,611	(58,124)	-91.2%
	Total	279,912	547,787	403,997	644,664	652,457	248,460	61.5%

FY24/25 Budget Notes:
5101/5102 - 1.5 finance FTEs (split 50/50 between water admin and sewer admin)
5216 - moved utility billing related postage expenses to utility fund (split 50/50 between water admin and sewer admin)
5236/5237/5603 - CDL training; combined all travel expenses connected with employee training into one account code to be consistent with budget account descriptions

City of Homer
FY24/25 Operating Budget

FUND 200 - UTILITY FUND									
DEPT 0401 - WATER TREATMENT PLANT									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	72,973	173,703	187,086	200,774	207,046	19,959	10.7%	
5102	Fringe Benefits	46,004	105,302	115,887	120,885	124,431	8,544	7.4%	
5103	Part-time Wages	-	48	-	430	430	430	0.0%	
5104	Part-time Benefits	-	6	-	49	49	49	0.0%	
5105	Overtime	9,329	19,728	16,475	17,387	17,387	912	5.5%	
5107	Part-time Overtime	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%	
5112	PERS Relief	6,932	15,386	-	-	-	-	0.0%	
	Total Salaries and Benefits	135,238	314,173	319,448	339,524	349,342	29,894	9.4%	
Maintenance and Operations									
5202	Operating Supplies	4,669	16,103	10,000	10,000	10,000	-	0.0%	
5203	Fuel and Lube	12,944	27,933	26,000	30,000	30,000	4,000	15.4%	
5204	Chemicals	67,694	136,230	150,000	150,000	150,000	-	0.0%	
5207	Vehicle and Boat Maintenance	250	39	500	500	500	-	0.0%	
5208	Equipment Maintenance	8,105	22,077	23,000	23,000	23,000	-	0.0%	
5209	Building & Grounds Maintenance	290	2,278	3,000	3,000	3,000	-	0.0%	
5210	Professional Services	6,528	30,013	30,000	30,000	30,000	-	0.0%	
5215	Communications	-	-	-	-	-	-	0.0%	
5217	Electricity	46,989	87,615	102,436	96,377	106,014	3,578	3.5%	
5226	Testing and Analysis	-	-	-	-	-	-	0.0%	
5602	Safety Equipment	-	-	-	-	-	-	0.0%	
5603	Employee Training	915	684	2,500	2,500	2,500	-	0.0%	
	Total Maintenance and Operations	148,383	322,971	347,436	345,377	355,014	7,578	2.2%	
	Total	283,621	637,144	666,885	684,901	704,356	37,472	5.6%	

FY24/25 Budget Notes:
5203 - Increase in cost due to economy

City of Homer
FY24/25 Operating Budget

FUND 200 - UTILITY FUND									
DEPT 0402 - WATER SYSTEM TESTING									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 -	7/1/21 -	7/1/22 -	7/1/23 -	7/1/24 -	FY25 & FY23		
		6/30/21	6/30/22	6/30/23	6/30/24	6/30/25	Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	-	-	-	-	-	-	0.0%	
5102	Fringe Benefits	-	-	-	-	-	-	0.0%	
5103	Part-time Wages	-	-	-	-	-	-	0.0%	
5104	Part-time Benefits	-	-	-	-	-	-	0.0%	
5105	Overtime	-	-	-	-	-	-	0.0%	
5107	Part-time Overtime	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%	
5112	PERS Relief	-	-	-	-	-	-	0.0%	
	Total Salaries and Benefits	-	-	-	-	-	-	0.0%	
Maintenance and Operations									
5202	Operating Supplies	2,949	9,658	6,700	10,000	10,000	3,300	49.3%	
5208	Equipment Maintenance	1,749	5,390	4,550	5,500	5,500	950	20.9%	
5209	Building & Grounds Maintenance	-	-	-	-	-	-	0.0%	
5210	Professional Services	202	785	500	500	500	-	0.0%	
5226	Testing and Analysis	10,644	17,319	17,000	17,000	17,000	-	0.0%	
	Total Maintenance and Operations	15,545	33,152	28,750	33,000	33,000	4,250	14.8%	
	Total	15,545	33,152	28,750	33,000	33,000	4,250	14.8%	

FY24/25 Budget Notes:
5202/5208 - Increase in cost of supplies due to economy

City of Homer
FY24/25 Operating Budget

FUND 200 - UTILITY FUND									
DEPT 0403 - PUMP STATION									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	7,542	14,586	15,061	16,565	17,090	2,029	13.5%	
5102	Fringe Benefits	4,209	8,770	9,838	10,373	10,699	861	8.8%	
5103	Part-time Wages	-	-	-	-	-	-	0.0%	
5104	Part-time Benefits	-	-	-	-	-	-	0.0%	
5105	Overtime	34	79	600	600	600	-	0.0%	
5107	Part-time Overtime	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%	
5112	PERS Relief	638	1,164	-	-	-	-	0.0%	
	Total Salaries and Benefits	12,423	24,598	25,499	27,538	28,389	2,890	11.3%	
Maintenance and Operations									
5202	Operating Supplies	398	230	500	500	500	-	0.0%	
5203	Fuel and Lube	225	1,574	600	600	600	-	0.0%	
5208	Equipment Maintenance	4,243	12,401	9,300	12,000	12,000	2,700	29.0%	
5209	Building & Grounds Maintenance	713	1,970	2,000	2,000	2,000	-	0.0%	
5217	Electricity	28,771	65,999	62,621	72,599	79,859	17,237	27.5%	
5231	Tools and Equipment	248	573	500	500	500	-	0.0%	
	Total Maintenance and Operations	34,597	82,747	75,521	88,199	95,459	19,937	26.4%	
	Total	47,020	107,345	101,020	115,737	123,847	22,827	22.6%	

FY24/25 Budget Notes:
5208 - Increase in cost due to economy

City of Homer
FY24/25 Operating Budget

FUND 200 - UTILITY FUND									
DEPT 0404 - WATER DISTRIBUTION SYSTEM									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	69,932	121,854	153,108	143,850	148,419	(4,689)	-3.1%	
5102	Fringe Benefits	39,223	82,007	91,912	88,563	91,465	(447)	-0.5%	
5103	Part-time Wages	-	95	-	859	859	859	0.0%	
5104	Part-time Benefits	-	11	-	98	98	98	0.0%	
5105	Overtime	4,330	13,679	21,970	21,970	21,970	-	0.0%	
5107	Part-time Overtime	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%	
5112	PERS Relief	6,255	10,765	-	-	-	-	0.0%	
	Total Salaries and Benefits	119,740	228,412	266,990	255,340	262,811	(4,179)	-1.6%	
Maintenance and Operations									
5202	Operating Supplies	34,474	69,442	30,000	30,000	30,000	-	0.0%	
5208	Equipment Maintenance	-	2,841	2,000	2,000	2,000	-	0.0%	
5209	Building & Grounds Maintenance	1,335	1,536	1,500	1,500	1,500	-	0.0%	
5210	Professional Services	6,062	25,600	20,000	20,000	20,000	-	0.0%	
5217	Electricity	39,004	52,411	44,420	57,653	63,418	18,998	42.8%	
5226	Testing and Analysis	-	-	-	-	-	-	0.0%	
5231	Tools and Equipment	1,615	3,147	6,500	6,500	6,500	-	0.0%	
5602	Safety Equipment	-	-	-	-	-	-	0.0%	
	Total Maintenance and Operations	82,491	154,976	104,420	117,653	123,418	18,998	18.2%	
	Total	202,231	383,388	371,410	372,993	386,229	14,819	4.0%	

FY24/25 Budget Notes:

City of Homer
FY24/25 Operating Budget

FUND 200 - UTILITY FUND									
DEPT 0405 - WATER RESERVOIR									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	2,446	4,556	4,855	5,471	5,625	770	15.9%	
5102	Fringe Benefits	1,502	2,747	3,542	3,766	3,895	354	10.0%	
5103	Part-time Wages	-	-	-	-	-	-	0.0%	
5104	Part-time Benefits	-	-	-	-	-	-	0.0%	
5105	Overtime	8	18	-	-	-	-	0.0%	
5107	Part-time Overtime	68	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%	
5112	PERS Relief	207	363	-	-	-	-	0.0%	
	Total Salaries and Benefits	4,230	7,684	8,396	9,237	9,520	1,124	13.4%	
Maintenance and Operations									
5202	Operating Supplies	386	258	600	600	600	-	0.0%	
5208	Equipment Maintenance	513	1,251	1,800	1,800	1,800	-	0.0%	
5209	Building & Grounds Maintenance	682	242	1,200	1,200	1,200	-	0.0%	
5210	Professional Services	-	-	17,000	5,000	5,000	(12,000)	-70.6%	
5213	Survey and Appraisal	-	1,150	1,200	1,200	1,200	-	0.0%	
	Total Maintenance and Operations	1,581	2,901	21,800	9,800	9,800	(12,000)	-55.0%	
	Total	5,811	10,585	30,196	19,037	19,320	(10,876)	-36.0%	

FY24/25 Budget Notes:
5210 - Reduced; Dam Safety inspection is performed every three years

City of Homer
FY24/25 Operating Budget

FUND 200 - UTILITY FUND									
DEPT 0406 - WATER METERS									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	Budget		
							\$	%	
Salaries and Benefits									
5101	Salary and Wages	29,208	56,417	61,417	75,694	77,918	16,500	26.9%	
5102	Fringe Benefits	18,174	40,989	44,355	50,458	52,210	7,855	17.7%	
5103	Part-time Wages	-	-	-	-	-	-	0.0%	
5104	Part-time Benefits	-	-	-	-	-	-	0.0%	
5105	Overtime	10	416	1,488	1,488	1,488	-	0.0%	
5107	Part-time Overtime	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%	
5112	PERS Relief	2,461	4,506	-	-	-	-	0.0%	
	Total Salaries and Benefits	49,853	102,327	107,260	127,641	131,616	24,356	22.7%	
Maintenance and Operations									
5202	Operating Supplies	21,879	14,736	75,000	150,000	150,000	75,000	100.0%	
5210	Professional Services	611	3,378	5,000	5,000	5,000	-	0.0%	
5231	Tools and Equipment	597	18	1,500	1,500	1,500	-	0.0%	
5602	Safety Equipment	24	375	800	412	453	(347)	-43.4%	
5603	Employee Training	839	2,035	1,200	1,200	1,200	-	0.0%	
	Total Maintenance and Operations	23,949	20,541	83,500	158,112	158,153	74,653	89.4%	
	Total	73,802	122,868	190,760	285,753	289,769	99,009	51.9%	

FY24/25 Budget Notes:
5202 - Most customer meters are 18+ years old, industry standard is 10 years life. Funds will be used to continue the meter replacement project. These funds will cover approximately 300 new meters a year.

City of Homer
FY24/25 Operating Budget

FUND 200 - UTILITY FUND								
DEPT 0407 - WATER HYDRANTS								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	59,991	101,300	127,843	120,564	124,305	(3,538)	-2.8%
5102	Fringe Benefits	33,089	65,811	79,271	77,571	80,015	744	0.9%
5103	Part-time Wages	-	333	-	3,007	3,007	3,007	0.0%
5104	Part-time Benefits	-	39	-	342	342	342	0.0%
5105	Overtime	253	1,576	1,774	1,774	1,774	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	5,074	8,162	-	-	-	-	0.0%
	Total Salaries and Benefits	98,407	177,222	208,888	203,258	209,443	555	0.3%
Maintenance and Operations								
5202	Operating Supplies	2,274	10,952	11,000	11,000	11,000	-	0.0%
5210	Professional Services	-	-	500	500	500	-	0.0%
	Total Maintenance and Operations	2,274	10,952	11,500	11,500	11,500	-	0.0%
	Total	100,681	188,174	220,388	214,758	220,943	555	0.3%

FY24/25 Budget Notes:

FUND 200 - UTILITY FUND								
SEWER COMBINED EXPENDITURES								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	225,460	467,177	515,469	570,038	587,953	72,484	14.1%
5102	Fringe Benefits	129,276	295,421	313,807	346,763	357,785	43,978	14.0%
5103	Part-time Wages	7,404	2,367	13,741	16,095	16,095	2,354	17.1%
5104	Part-time Benefits	837	252	1,667	1,806	1,806	138	8.3%
5105	Overtime	11,329	22,044	23,434	24,020	24,020	585	2.5%
5107	Part-time Overtime	461	15	-	-	-	-	0.0%
5108	Unemployment Benefits	1,276	-	-	-	-	-	0.0%
5112	PERS Relief	19,943	38,858	-	-	-	-	0.0%
	Total Salaries and Benefits	395,986	826,134	868,119	958,721	987,658	119,539	13.8%
Maintenance and Operations								
5201	Office Supplies	500	396	1,100	1,100	1,100	-	0.0%
5202	Operating Supplies	11,254	35,721	52,040	58,800	58,800	6,760	13.0%
5203	Fuel and Lube	13,896	25,897	25,000	30,000	30,000	5,000	20.0%
5204	Chemicals	27,486	63,027	66,000	66,000	66,000	-	0.0%
5207	Vehicle and Boat Maintenance	131	207	250	250	250	-	0.0%
5208	Equipment Maintenance	14,110	44,215	39,400	40,000	40,000	600	1.5%
5209	Building & Grounds Maintenance	1,405	2,824	3,800	3,800	3,800	-	0.0%
5210	Professional Services	54,992	49,302	52,700	77,000	132,000	79,300	150.5%
5211	Audit Services	2,725	18,755	19,260	20,223	21,234	1,974	10.3%
5214	Rents & Leases	-	-	-	-	-	-	0.0%
5215	Communications	3,027	7,222	5,500	5,500	5,500	-	0.0%
5216	Freight and Postage	-	-	500	6,500	6,500	6,000	1200.0%
5217	Electricity	116,762	284,705	281,190	313,176	344,494	63,304	22.5%
5218	Water	381	669	560	736	809	249	44.5%
5219	Sewer	387	669	444	736	810	366	82.5%
5221	Property Insurance	4,776	10,822	11,904	18,636	20,500	8,596	72.2%
5222	Auto Insurance	5,718	11,343	12,477	14,187	15,606	3,129	25.1%
5223	Liability Insurance	1,256	2,530	4,415	2,324	2,556	(1,860)	-42.1%
5226	Testing and Analysis	3,156	3,305	6,500	6,500	6,500	-	0.0%
5227	Advertising	239	-	1,250	1,250	1,250	-	0.0%
5231	Tools and Equipment	1,990	1,797	4,800	4,800	4,800	-	0.0%
5233	Computer Related Items	-	-	-	-	-	-	0.0%
5234	Record and Permits	7,920	7,960	9,000	9,000	9,000	-	0.0%
5235	Membership Dues	350	-	700	700	700	-	0.0%
5236	Transportation	230	293	1,000	-	-	(1,000)	-100.0%
5237	Subsistence	360	176	1,000	-	-	(1,000)	-100.0%
5252	Credit Card Expenses	8,854	16,374	20,000	20,000	20,000	-	0.0%
5601	Uniform	100	199	350	350	350	-	0.0%
5602	Safety Equipment	1,793	2,934	2,650	2,650	2,650	-	0.0%
5603	Employee Training	3,840	5,839	8,000	16,400	16,400	8,400	105.0%
5606	Bad Debt Expenses	2,892	(8,796)	2,500	2,500	2,500	-	0.0%
	Total Salaries and Benefits	290,529	588,383	634,290	723,118	814,108	179,818	28.3%
Transfers								
5106	Leave Cash Out	8,242	14,236	13,020	8,355	6,605	(6,415)	-49.3%
5241	GF Admin Fees	141,533	-	-	-	-	-	0.0%
5990	Transfers To	278	302,557	239,253	259,686	277,114	37,861	15.8%
	Total Transfers	150,052	316,793	252,273	268,041	283,719	31,446	12.5%
	Total	836,568	1,731,309	1,754,682	1,949,879	2,085,485	330,804	18.9%

City of Homer
FY24/25 Operating Budget

FUND 200 - UTILITY FUND									
DEPT 0500 - SEWER SYSTEM ADMINISTRATION									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	28,687	79,341	67,519	116,670	120,308	52,789	78.2%	
5102	Fringe Benefits	15,524	41,619	39,239	68,767	71,139	31,901	81.3%	
5103	Part-time Wages	7,404	642	-	-	-	-	0.0%	
5104	Part-time Benefits	837	69	-	-	-	-	0.0%	
5105	Overtime	41	318	200	403	403	203	101.5%	
5107	Part-time Overtime	461	15	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%	
5112	PERS Relief	2,420	6,324	-	-	-	-	0.0%	
	Total Salaries and Benefits	55,374	128,328	106,958	185,840	191,850	84,892	79.4%	
Maintenance and Operations									
5201	Office Supplies	500	396	1,100	1,100	1,100	-	0.0%	
5202	Operating Supplies	400	46	800	800	800	-	0.0%	
5208	Equipment Maintenance	-	-	-	-	-	-	0.0%	
5210	Professional Services	22	1,406	4,500	4,500	4,500	-	0.0%	
5211	Audit Services	2,725	18,755	19,260	20,223	21,234	1,974	10.3%	
5215	Communications	3,027	7,222	5,500	5,500	5,500	-	0.0%	
5216	Freight and Postage	-	-	500	6,500	6,500	6,000	1200.0%	
5221	Property Insurance	4,776	10,822	11,904	18,636	20,500	8,596	72.2%	
5222	Auto Insurance	5,718	11,343	12,477	14,187	15,606	3,129	25.1%	
5223	Liability Insurance	1,256	2,530	4,415	2,324	2,556	(1,860)	-42.1%	
5227	Advertising	-	-	1,250	1,250	1,250	-	0.0%	
5231	Tools and Equipment	-	-	700	700	700	-	0.0%	
5234	Record and Permits	-	-	-	-	-	-	0.0%	
5235	Membership Dues	350	-	700	700	700	-	0.0%	
5236	Transportation	230	293	1,000	-	-	(1,000)	-100.0%	
5237	Subsistence	360	176	1,000	-	-	(1,000)	-100.0%	
5252	Credit Card Expenses	8,854	16,374	20,000	20,000	20,000	-	0.0%	
5601	Uniform	100	199	350	350	350	-	0.0%	
5602	Safety Equipment	912	2,711	2,300	2,300	2,300	-	0.0%	
5603	Employee Training	3,840	5,839	8,000	16,400	16,400	8,400	105.0%	
5606	Bad Debt Expenses	2,892	(8,796)	2,500	2,500	2,500	-	0.0%	
	Total Maintenance and Operations	35,961	69,315	98,257	117,970	122,496	24,239	24.7%	
Transfers									
	Transfer to Sewer CARMA	-	297,484	234,166	254,332	272,020	37,854	16.2%	
	Transfer to Reserves for Energy Project Repay	-	-	-	-	-	-	0.0%	
	Transfer to Revolving Energy Fund	-	-	-	-	-	-	0.0%	
	Transfer to GF PW Maint. (Direct)	-	5,000	5,000	5,000	5,000	-	0.0%	
	Transfer to Health Insurance Fund	278	73	88	354	95	7	7.9%	
5990	Total Transfers	278	302,557	239,253	259,686	277,114	37,861	15.8%	
Other									
5106	Leave Cash Out	8,242	14,236	13,020	8,355	6,605	(6,415)	-49.3%	
5241	GF Admin Fees	141,533	-	-	-	-	-	0.0%	
	Total Other	149,774	14,236	13,020	8,355	6,605	(6,415)	-49.3%	
	Total	241,387	514,435	457,488	571,850	598,065	140,578	30.7%	

FY24/25 Budget Notes:

5101/5102 - 1.5 finance FTEs (split 50/50 between water admin and sewer admin)

5216 - moved utility billing related postage expenses to utility fund (split 50/50 between water admin and sewer admin)

5236/5237/5603 - CDL training; combined all travel expenses connected with employee training into one account code to be consistent with budget account descriptions

City of Homer
FY24/25 Operating Budget

FUND 200 - UTILITY FUND									
DEPT 0501 - SEWER PLANT OPERATIONS									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	75,612	183,840	194,417	209,890	216,458	22,042	11.3%	
5102	Fringe Benefits	48,725	124,304	122,171	127,784	131,541	9,369	7.7%	
5103	Part-time Wages	-	1,535	13,741	14,377	14,377	636	4.6%	
5104	Part-time Benefits	-	160	1,667	1,610	1,610	(57)	-3.4%	
5105	Overtime	10,227	14,700	14,590	14,972	14,972	382	2.6%	
5107	Part-time Overtime	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	1,276	-	-	-	-	-	0.0%	
5112	PERS Relief	7,230	15,793	-	-	-	-	0.0%	
	Total Salaries and Benefits	143,069	340,330	346,586	368,633	378,958	32,372	9.3%	
Maintenance and Operations									
5202	Operating Supplies	3,780	8,958	8,000	12,000	12,000	4,000	50.0%	
5203	Fuel and Lube	13,896	25,897	25,000	30,000	30,000	5,000	20.0%	
5204	Chemicals	27,486	63,027	66,000	66,000	66,000	-	0.0%	
5207	Vehicle and Boat Maintenance	131	207	250	250	250	-	0.0%	
5208	Equipment Maintenance	13,447	25,448	22,000	22,000	22,000	-	0.0%	
5209	Building & Grounds Maintenance	793	1,999	2,000	2,000	2,000	-	0.0%	
5210	Professional Services	14,618	15,955	15,700	30,000	30,000	14,300	91.1%	
5214	Rents & Leases	-	-	-	-	-	-	0.0%	
5215	Communications	-	-	-	-	-	-	0.0%	
5216	Freight and Postage	-	-	-	-	-	-	0.0%	
5217	Electricity	106,428	267,324	256,513	294,056	323,462	66,949	26.1%	
5218	Water	381	669	560	736	809	249	44.5%	
5219	Sewer	387	669	444	736	810	366	82.5%	
5226	Testing and Analysis	-	-	-	-	-	-	0.0%	
5231	Tools and Equipment	514	527	900	900	900	-	0.0%	
5234	Record and Permits	7,920	7,960	9,000	9,000	9,000	-	0.0%	
5602	Safety Equipment	881	224	350	350	350	-	0.0%	
5603	Employee Training	-	-	-	-	-	-	0.0%	
	Total Maintenance and Operations	190,662	418,864	406,716	468,028	497,581	90,864	22.3%	
	Total	333,731	759,194	753,303	836,661	876,539	123,236	16.4%	

FY24/25 Budget Notes:
5202/5203 - Increase in cost of supplies due to economy
5210 - increases in use; some years are higher than others

City of Homer
FY24/25 Operating Budget

FUND 200 - UTILITY FUND									
DEPT 0502 - SEWER SYSTEM TESTING									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	-	-	-	-	-	-	0.0%	
5102	Fringe Benefits	-	-	-	-	-	-	0.0%	
5103	Part-time Wages	-	-	-	-	-	-	0.0%	
5104	Part-time Benefits	-	-	-	-	-	-	0.0%	
5105	Overtime	-	-	-	-	-	-	0.0%	
5107	Part-time Overtime	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%	
5112	PERS Relief	-	-	-	-	-	-	0.0%	
	Total Salaries and Benefits	-	-	-	-	-	-	0.0%	
Maintenance and Operations									
5202	Operating Supplies	2,081	7,872	6,240	9,000	9,000	2,760	44.2%	
5208	Equipment Maintenance	-	-	-	-	-	-	0.0%	
5210	Professional Services	1,552	18	2,500	2,500	2,500	-	0.0%	
5226	Testing and Analysis	3,156	3,305	6,500	6,500	6,500	-	0.0%	
	Total Maintenance and Operations	6,789	11,194	15,240	18,000	18,000	2,760	18.1%	
	Total	6,789	11,194	15,240	18,000	18,000	2,760	18.1%	

FY24/25 Budget Notes:
5202 - Increase in cost of supplies due to economy

City of Homer
FY24/25 Operating Budget

FUND 200 - UTILITY FUND									
DEPT 0503 - SEWER LIFT STATION									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 -	7/1/21 -	7/1/22 -	7/1/23 -	7/1/24 -	FY25 & FY23		
		6/30/21	6/30/22	6/30/23	6/30/24	6/30/25	Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	49,836	84,598	103,319	99,209	102,298	(1,021)	-1.0%	
5102	Fringe Benefits	26,491	52,959	61,452	60,542	62,425	973	1.6%	
5103	Part-time Wages	-	95	-	859	859	859	0.0%	
5104	Part-time Benefits	-	11	-	98	98	98	0.0%	
5105	Overtime	619	4,599	5,000	5,000	5,000	-	0.0%	
5107	Part-time Overtime	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%	
5112	PERS Relief	4,250	7,078	-	-	-	-	0.0%	
	Total Salaries and Benefits	81,195	149,341	169,771	165,708	170,680	909	0.5%	
Maintenance and Operations									
5202	Operating Supplies	487	5,145	12,000	12,000	12,000	-	0.0%	
5208	Equipment Maintenance	471	16,846	16,000	16,000	16,000	-	0.0%	
5209	Building & Grounds Maintenance	612	825	1,800	1,800	1,800	-	0.0%	
5217	Electricity	10,213	17,382	24,060	19,120	21,032	(3,028)	-12.6%	
5231	Tools and Equipment	774	797	1,600	1,600	1,600	-	0.0%	
	Total Maintenance and Operations	12,557	40,994	55,460	50,520	52,432	(3,028)	-5.5%	
	Total	93,752	190,335	225,231	216,228	223,112	(2,119)	-0.9%	

FY24/25 Budget Notes:

City of Homer
FY24/25 Operating Budget

FUND 200 - UTILITY FUND									
DEPT 0504 - COLLECTION SYSTEM									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 -	7/1/21 -	7/1/22 -	7/1/23 -	7/1/24 -	FY25 & FY23		
		6/30/21	6/30/22	6/30/23	6/30/24	6/30/25	Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	71,325	119,399	150,214	144,269	148,888	(1,326)	-0.9%	
5102	Fringe Benefits	38,536	76,540	90,945	89,669	92,680	1,735	1.9%	
5103	Part-time Wages	-	95	-	859	859	859	0.0%	
5104	Part-time Benefits	-	11	-	98	98	98	0.0%	
5105	Overtime	443	2,427	3,644	3,644	3,644	-	0.0%	
5107	Part-time Overtime	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%	
5112	PERS Relief	6,045	9,663	-	-	-	-	0.0%	
	Total Salaries and Benefits	116,349	208,135	244,804	238,539	246,170	1,366	0.6%	
Maintenance and Operations									
5202	Operating Supplies	4,506	13,700	25,000	25,000	25,000	-	0.0%	
5208	Equipment Maintenance	192	1,921	1,400	2,000	2,000	600	42.9%	
5209	Building & Grounds Maintenance	-	-	-	-	-	-	0.0%	
5210	Professional Services	38,800	31,922	30,000	40,000	95,000	65,000	216.7%	
5214	Rents & Leases	-	-	-	-	-	-	0.0%	
5217	Electricity	121	-	617	-	-	(617)	-100.0%	
5227	Advertising	239	-	-	-	-	-	0.0%	
5231	Tools and Equipment	702	472	1,600	1,600	1,600	-	0.0%	
	Total Maintenance and Operations	44,561	48,016	58,617	68,600	123,600	64,983	110.9%	
	Total	160,910	256,151	303,421	307,139	369,770	66,349	21.9%	

FY24/25 Budget Notes:
 5208 - Increase in cost of supplies due to economy
 5210 - Tri-Annual Kachemak septic pumping contract

FUND 400								
REVENUE DETAIL BY LINE ITEM								
Sorted by Type								
A/C Num.	Revenue Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
0600	HARBOR ADMINISTRATION							
4515	Ferry Lease	9,000	18,000	18,000	18,000	18,000	-	0.0%
4650	Rents & Leases	211,259	449,731	460,000	500,000	500,000	40,000	8.7%
	Operating Revenue - Admin	220,259	467,731	478,000	518,000	518,000	40,000	8.4%
4527	PERS Revenue	46,050	92,383	-	-	-	-	0.0%
4634	Port Storage Fees	50,537	119,992	92,002	96,164	96,164	4,162	4.5%
4635	Port Impound Fees	-	204	-	-	-	-	0.0%
4705	Business Licenses	10	10	34	-	-	(34)	-100.0%
4801	Interest on Investments	(3,078)	(62,000)	24,531	-	-	(24,531)	-100.0%
4901	Surplus Property	8,767	26,078	8,014	-	-	(8,014)	-100.0%
4902	Other Revenue	573	-	883	-	-	(883)	-100.0%
	Non-Operating Revenue - Admin	102,858	176,666	125,464	96,164	96,164	(29,300)	-23.4%
0601	HARBOR							
4245	Waste Oil Disposal	503	603	1,564	-	-	(1,564)	-100.0%
4249	Oil Spill Rec	-	(100)	296	-	-	(296)	-100.0%
4318	Parking Fees	80,508	180,789	117,134	225,000	225,000	107,866	92.1%
4319	Electrical Supplies	1,554	2,275	2,298	2,403	2,380	82	3.6%
4624	Berth Trans Mo	296,811	649,848	625,600	698,295	720,640	95,040	15.2%
4625	Berth Reserved	752,979	1,533,906	1,587,123	1,771,547	1,828,236	241,113	15.2%
4626	Berth Trans A	113,854	315,591	288,914	322,486	332,805	43,891	15.2%
4627	Berth Trans S/A	88,268	130,453	135,742	151,515	156,364	20,622	15.2%
4628	Berth Trans Dly	74,230	152,145	134,210	149,805	154,599	20,389	15.2%
4629	Metered Energy	79,370	186,689	91,546	92,677	89,472	(2,074)	-2.3%
4644	Pumping	-	-	339	-	-	(339)	-100.0%
4645	Wooden Grid	3,959	5,006	6,185	5,697	4,833	(1,352)	-21.9%
4646	Commercial Ramp	35,441	54,913	60,000	55,000	55,000	(5,000)	-8.3%
4647	Berth Wait List	12,012	15,211	12,055	12,394	12,623	568	4.7%
4648	Steel Grid Fees	6,512	7,900	9,121	8,000	8,000	(1,121)	-12.3%
4663	Trans Enrg 110 V	14,468	47,616	44,355	42,746	42,746	(1,609)	-3.6%
4664	Trans Engy 220 V	6,011	16,186	28,194	28,744	28,744	550	2.0%
4665	Trans Engy 208 V	105,604	205,197	153,840	159,228	159,228	5,388	3.5%
4666	Comm Ramp Wharf	15,310	38,422	44,666	40,000	40,000	(4,666)	-10.4%
	Parking Fines	-	-	-	8,000	8,000	8,000	0.0%
	Spit Camping	-	-	-	110,000	110,000	110,000	0.0%
	Operating Revenue - Harbor	1,687,393	3,542,651	3,343,182	3,883,536	3,978,670	635,488	19.0%
4802	Penalty Income	2,263	6,101	13,598	6,500	6,500	(7,098)	-52.2%
4902	Other Revenue	36,259	68,633	71,241	71,325	60,167	(11,073)	-15.5%
	Non-Operating Revenue - Harbor	38,523	74,735	84,838	77,825	66,667	(18,171)	-21.4%
0602	PIONEER DOCK							
4631	USCG Leases	18,808	35,067	36,808	36,494	30,796	(6,012)	-16.3%
4637	Seafood Wharfge	-	-	-	-	-	-	0.0%
4638	Fuel Wharfge	75,257	207,277	232,477	214,809	214,809	(17,667)	-7.6%
4639	Pioneer Dock - Wharfage	-	-	-	-	-	-	0.0%
4641	PD Water Sales	5,652	11,338	9,569	10,500	10,500	931	9.7%
4642	PD Docking	24,626	41,079	52,285	46,000	46,000	(6,285)	-12.0%
	Operating Revenue - Pioneer Dock	124,344	294,761	331,140	307,804	302,106	(29,034)	-8.8%
0603	FISH DOCK							
4620	Ice Sales	82,463	272,257	266,797	265,742	265,742	(1,054)	-0.4%
4621	Cold Storage	21,724	27,398	17,705	25,000	25,000	7,295	41.2%
4622	Crane Rental	88,510	193,965	197,594	190,306	190,306	(7,288)	-3.7%
4623	Card Access Fees	3,722	5,780	8,748	5,700	5,700	(3,048)	-34.8%
4637	Seafood Wharfge	5,013	17,200	16,795	17,324	17,324	529	3.1%
4700	Other Wharf Fd	-	6,694	9,843	9,843	9,843	-	0.0%
	Operating Revenue - Fish Dock	201,431	523,294	517,482	513,915	513,915	(3,568)	-0.7%

FUND 400								
REVENUE DETAIL BY LINE ITEM								
Sorted by Type								
A/C Num.	Revenue Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
4206	Fish Tax	<u>0</u>	<u>66,865</u>	<u>54,760</u>	<u>64,562</u>	<u>64,562</u>	<u>9,802</u>	<u>17.9%</u>
0604	DEEP WATER DOCK							
4633	Stevedoring	2,794	8,882	14,080	12,000	12,000	(2,080)	-14.8%
4637	Seafood Wharfge	-	-	558	-	-	(558)	-100.0%
4640	DWD Wharfage	18,675	-	37,314	40,426	46,651	9,337	25.0%
4643	DWD Docking	63,859	116,132	100,000	100,000	100,000	-	0.0%
4668	Water Sales	15,454	32,419	25,000	30,000	30,000	5,000	20.0%
4672	Port Security Revenues	-	-	-	-	-	-	0.0%
	Operating Revenue - Deep Water Dock	<u>100,782</u>	<u>157,434</u>	<u>176,953</u>	<u>182,426</u>	<u>188,651</u>	<u>11,699</u>	<u>6.6%</u>
0605	OUTFALL LINE							
4704	Outfall Line	<u>2,400</u>	<u>4,626</u>	<u>4,800</u>	<u>4,800</u>	<u>4,800</u>	-	<u>0.0%</u>
0606	FISH GRINDER							
4706	Fish Grinder	<u>1,040</u>	<u>7,018</u>	<u>7,998</u>	<u>7,390</u>	<u>7,390</u>	<u>(608)</u>	<u>-7.6%</u>
0615	LOAD AND LAUNCH RAMP							
4653	Load and Launch Ramp	<u>74,855</u>	<u>132,446</u>	<u>126,663</u>	<u>130,000</u>	<u>130,000</u>	<u>3,337</u>	<u>2.6%</u>
	Total	<u>2,553,885</u>	<u>5,448,227</u>	<u>5,251,279</u>	<u>5,786,422</u>	<u>5,870,925</u>	<u>619,645</u>	<u>11.8%</u>

FUND 400 - PORT & HARBOR ENTERPRISE FUND								
COMBINED EXPENDITURES								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	538,123	1,128,870	1,210,211	1,464,034	1,510,760	300,549	24.8%
5102	Fringe Benefits	242,447	634,397	737,330	917,341	944,742	207,412	28.1%
5103	Part-time Wages	43,425	107,259	146,292	165,371	165,692	19,400	13.3%
5104	Part-time Benefits	5,054	12,256	16,844	19,086	19,125	2,281	13.5%
5105	Overtime	11,473	31,929	37,766	39,439	39,439	1,672	4.4%
5107	Part-time Overtime	142	855	3,879	3,879	3,879	-	0.0%
5108	Unemployment Benefits	3,465	348	-	-	-	-	0.0%
5112	PERS Relief	46,050	92,383	-	-	-	-	0.0%
	Total Salaries and Benefits	890,179	2,008,297	2,152,322	2,609,148	2,683,636	531,314	24.7%
Maintenance and Operations								
5201	Office Supplies	1,472	5,322	4,200	4,700	4,700	500	11.9%
5202	Operating Supplies	8,783	20,623	26,000	26,000	26,000	-	0.0%
5203	Fuel and Lube	21,026	40,700	36,300	36,300	36,300	-	0.0%
5204	Chemicals	6,060	6,410	6,000	6,000	6,000	-	0.0%
5207	Vehicle and Boat Maintenance	(1,710)	21,532	25,000	25,000	25,000	-	0.0%
5208	Equipment Maintenance	20,729	68,340	63,000	64,000	64,000	1,000	1.6%
5209	Building & Grounds Maintenance	14,304	24,264	62,000	67,000	67,000	5,000	8.1%
5210	Professional Services	15,245	16,176	17,500	21,500	21,500	4,000	22.9%
5211	Audit Services	5,450	37,510	38,520	40,446	42,468	3,948	10.3%
5213	Survey and Appraisal	-	24,000	12,500	12,500	12,500	-	0.0%
5214	Rents & Leases	1,375	4,280	7,000	7,000	7,000	-	0.0%
5215	Communications	3,381	17,310	8,000	8,000	8,000	-	0.0%
5216	Freight and Postage	68	2,619	5,500	5,500	5,500	-	0.0%
5217	Electricity	309,842	664,046	650,701	730,450	803,495	152,795	23.5%
5218	Water	23,147	75,643	99,581	83,208	91,528	(8,052)	-8.1%
5219	Sewer	4,071	13,157	14,018	14,472	15,919	1,901	13.6%
5220	Refuse and Disposal	27,326	40,694	63,300	63,300	63,300	-	0.0%
5221	Property Insurance	30,344	64,722	71,194	96,919	106,611	35,416	49.7%
5222	Auto Insurance	5,105	10,007	10,275	10,714	11,786	1,511	14.7%
5223	Liability Insurance	29,030	86,649	51,610	69,016	75,917	24,308	47.1%
5226	Testing and Analysis	-	-	-	7,000	7,000	7,000	0.0%
5227	Advertising	432	6,076	7,000	7,000	7,000	-	0.0%
5228	Books	-	26	-	-	-	-	0.0%
5231	Tools and Equipment	5,595	9,471	15,700	16,700	16,700	1,000	6.4%
5233	Computer Related Items	-	-	-	-	-	-	0.0%
5234	Record and Permits	-	-	-	2,000	2,000	2,000	0.0%
5235	Membership Dues	3,710	6,088	7,000	7,000	7,000	-	0.0%
5236	Transportation	-	6,641	9,200	4,000	4,000	(5,200)	-56.5%
5237	Subsistence	285	6,837	5,837	4,000	4,000	(1,837)	-31.5%
5238	Printing and Binding	178	1,482	3,500	3,500	3,500	-	0.0%
5248	Lobbying	10,500	21,000	22,000	35,000	35,000	13,000	59.1%
5249	Oil Spill Response	-	2,833	1,000	1,000	1,000	-	0.0%
5250	Camera Area Network	214	8,748	18,000	18,000	18,000	-	0.0%
5252	Credit Card Expenses	24,727	104,946	89,000	104,000	104,000	15,000	16.9%
5256	Waste Oil Disposal	17,976	45,458	45,000	45,000	45,000	-	0.0%
5258	Float and Ramp Repairs	8,119	8,545	25,000	25,000	25,000	-	0.0%
5287	Animal Control Building Maintenance	914	2,326	2,100	2,100	2,100	-	0.0%
5601	Uniform	3,198	8,785	9,500	9,500	9,500	-	0.0%
5602	Safety Equipment	1,552	10,601	15,000	15,000	15,000	-	0.0%
5603	Employee Training	100	7,918	9,000	38,500	38,500	29,500	327.8%
5606	Bad Debt Expenses	40,151	5,230	30,000	30,000	30,000	-	0.0%
5610	Collection Expenses	-	-	-	-	-	-	0.0%
5624	Legal Services	-	-	-	100,000	100,000	100,000	0.0%
5627	Port Security	-	-	2,500	2,500	2,500	-	0.0%
5635	Software	-	938	4,000	4,000	4,000	-	0.0%
5637	Diving Services	-	4,350	8,500	8,500	8,500	-	0.0%
5638	Signage Parking Delineation	14,897	12,243	15,500	31,000	31,000	15,500	100.0%
	Total Maintenance and Operations	657,595	1,524,545	1,616,536	1,912,325	2,014,825	398,290	24.6%

City of Homer
FY24/25 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND								
COMBINED EXPENDITURES								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
	Transfers							
5106	Leave Cash Out	20,620	66,243	62,025	73,867	49,513	(12,513)	-20.2%
5241	GF Admin Fees	-	-	-	-	-	-	0.0%
5990	Transfers To	323,706	1,491,207	1,420,397	1,191,082	1,122,951	(297,446)	-20.9%
	Total Transfers	344,326	1,557,450	1,482,422	1,264,948	1,172,463	(309,959)	-20.9%
	Total	1,892,100	5,090,292	5,251,279	5,786,422	5,870,925	619,645	11.8%

City of Homer
FY24/25 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND								
DEPT 0600 - ADMINISTRATION								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	99,009	190,438	212,698	342,493	352,563	139,865	65.8%
5102	Fringe Benefits	47,751	108,119	130,203	204,334	210,337	80,134	61.5%
5103	Part-time Wages	-	-	2,848	12,262	12,582	9,734	341.8%
5104	Part-time Benefits	-	-	328	1,383	1,423	1,095	333.9%
5105	Overtime	555	(435)	5,845	5,845	5,845	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	8,146	15,120	-	-	-	-	0.0%
	Total Salaries and Benefits	155,460	313,243	351,921	566,317	582,750	230,829	65.6%
Maintenance and Operations								
5201	Office Supplies	774	4,133	2,500	2,500	2,500	-	0.0%
5202	Operating Supplies	767	2,806	2,500	2,500	2,500	-	0.0%
5207	Vehicle and Boat Maintenance	-	197	-	-	-	-	0.0%
5209	Building & Grounds Maintenance	1,813	4,753	5,000	10,000	10,000	5,000	100.0%
5210	Professional Services	4,687	4,548	3,000	5,000	5,000	2,000	66.7%
5211	Audit Services	5,450	37,510	38,520	40,446	42,468	3,948	10.3%
5213	Survey and Appraisal	-	24,000	12,500	12,500	12,500	-	0.0%
5214	Rents & Leases	1,375	4,280	7,000	7,000	7,000	-	0.0%
5215	Communications	3,381	17,310	8,000	8,000	8,000	-	0.0%
5216	Freight and Postage	68	2,619	5,500	5,500	5,500	-	0.0%
5221	Property Insurance	30,344	64,722	71,194	96,919	106,611	35,416	49.7%
5222	Auto Insurance	5,105	10,007	10,275	10,714	11,786	1,511	14.7%
5223	Liability Insurance	29,030	86,649	51,610	69,016	75,917	24,308	47.1%
5227	Advertising	432	5,930	6,000	6,000	6,000	-	0.0%
5228	Books	-	26	-	-	-	-	0.0%
5231	Tools and Equipment	518	-	1,500	1,500	1,500	-	0.0%
5234	Record and Permits	-	-	-	2,000	2,000	2,000	0.0%
5235	Membership Dues	1,730	2,873	3,500	3,500	3,500	-	0.0%
5236	Transportation	-	2,978	4,500	4,000	4,000	(500)	-11.1%
5237	Subsistence	285	5,620	3,500	4,000	4,000	500	14.3%
5238	Printing and Binding	-	1,482	3,000	3,000	3,000	-	0.0%
5248	Lobbying	10,500	21,000	22,000	35,000	35,000	13,000	59.1%
5252	Credit Card Expenses	24,001	99,722	85,000	100,000	100,000	15,000	17.6%
5258	Float and Ramp Repairs	2,457	-	-	-	-	-	0.0%
5603	Employee Training	-	100	1,000	14,500	14,500	13,500	1350.0%
5606	Bad Debt Expenses	40,151	5,230	30,000	30,000	30,000	-	0.0%
5624	Legal Services	-	-	-	100,000	100,000	100,000	0.0%
5635	Software	-	938	4,000	4,000	4,000	-	0.0%
	Total Maintenance and Operations	162,868	409,434	381,599	577,595	597,282	215,683	56.5%
Transfers								
	Transfer to Port Reserves	-	1,086,204	1,023,675	315,157	242,704	(780,971)	-76.3%
	Transfer to Reserves for Match Funding	-	-	-	500,000	500,000	500,000	0.0%
	Transfer to Revolving Energy Fund	1,341	1,341	-	-	-	-	0.0%
	Transfer to Bond Fund	225,000	300,000	300,000	375,000	380,000	80,000	26.7%
	Transfer to Health Insurance Fund	673	176	212	925	247	35	16.7%
5990	Total Transfers	227,014	1,387,721	1,323,886	1,191,082	1,122,951	(200,936)	-15.2%
Others								
5106	Leave Cash Out	20,620	66,243	62,025	73,867	49,513	(12,513)	-20.2%
5241	GF Admin Fees	-	-	-	-	-	-	0.0%
	Total Others	20,620	66,243	62,025	73,867	49,513	(12,513)	-20.2%
	Total	565,963	2,176,641	2,119,432	2,408,860	2,352,495	233,064	11.0%

FY24/25 Budget Notes:

5101/5102 - 50% of special projects communications coordinator has been moved from General Fund - City Manager budget
5103/5104 - new seasonal admin position
5236/5237/5603 - increased training; combined all travel expenses connected with employee training into one account code to be consistent with budget account descriptions
5248 - increased to allow for additional travel costs related to lobbying efforts
5252 - increased costs due to taking on more pay kiosks and campgrounds

City of Homer
FY24/25 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND								
DEPT 0601 - HARBOR								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	192,889	418,169	447,470	452,312	465,988	18,519	4.1%
5102	Fringe Benefits	87,245	233,943	269,477	277,418	284,396	14,920	5.5%
5103	Part-time Wages	22,487	64,619	89,594	123,494	123,494	33,900	37.8%
5104	Part-time Benefits	2,510	7,202	10,316	14,292	14,292	3,976	38.5%
5105	Overtime	7,002	19,346	17,772	18,123	18,123	351	2.0%
5107	Part-time Overtime	136	288	1,700	1,700	1,700	-	0.0%
5108	Unemployment Benefits	649	348	-	-	-	-	0.0%
5112	PERS Relief	16,836	34,823	-	-	-	-	0.0%
	Total Salaries and Benefits	329,754	778,737	836,328	887,339	907,993	71,665	8.6%
Maintenance and Operations								
5201	Office Supplies	288	93	600	600	600	-	0.0%
5202	Operating Supplies	3,008	7,726	7,500	7,500	7,500	-	0.0%
5203	Fuel and Lube	10,619	20,330	17,000	17,000	17,000	-	0.0%
5204	Chemicals	3,528	5,069	3,000	3,000	3,000	-	0.0%
5207	Vehicle and Boat Maintenance	219	2,449	5,000	5,000	5,000	-	0.0%
5208	Equipment Maintenance	-	228	1,000	2,000	2,000	1,000	100.0%
5209	Building & Grounds Maintenance	1,948	5,017	7,500	7,500	7,500	-	0.0%
5210	Professional Services	1,240	251	2,500	2,500	2,500	-	0.0%
5213	Survey and Appraisal	-	-	-	-	-	-	0.0%
5217	Electricity	226,932	460,956	414,579	507,052	557,757	143,179	34.5%
5218	Water	11,545	41,925	55,624	46,117	50,729	(4,895)	-8.8%
5219	Sewer	2,407	8,211	7,880	9,033	9,936	2,055	26.1%
5220	Refuse and Disposal	26,144	38,881	60,000	60,000	60,000	-	0.0%
5227	Advertising	-	146	1,000	1,000	1,000	-	0.0%
5231	Tools and Equipment	709	3,001	2,000	2,000	2,000	-	0.0%
5235	Membership Dues	-	535	500	500	500	-	0.0%
5236	Transportation	-	2,213	2,700	-	-	(2,700)	-100.0%
5237	Subsistence	-	1,000	1,337	-	-	(1,337)	-100.0%
5238	Printing and Binding	178	-	500	500	500	-	0.0%
5249	Oil Spill Response	-	2,833	1,000	1,000	1,000	-	0.0%
5287	Electrical Supplies	914	2,326	2,100	2,100	2,100	-	0.0%
5601	Uniform	1,027	3,059	3,000	3,000	3,000	-	0.0%
5602	Safety Equipment	584	2,951	5,000	5,000	5,000	-	0.0%
5603	Employee Training	-	1,991	3,000	9,500	9,500	6,500	216.7%
5638	Signage Parking Delineation	14,897	12,243	15,500	31,000	31,000	15,500	100.0%
	Total Maintenance and Operations	306,187	623,432	619,820	722,902	779,122	159,302	25.7%
Transfers								
	Transfer to Loan Payment to GF - Principal	59,791	65,364	65,364	-	-	(65,364)	-100.0%
	Transfer to Loan Payment to GF - Interest	10,547	3,922	1,961	-	-	(1,961)	-100.0%
5990	Total Transfers	70,338	69,285	67,325	-	-	(67,325)	-100.0%
	Total	706,280	1,471,455	1,523,473	1,610,240	1,687,115	163,642	10.7%

FY24/25 Budget Notes:
5990 - Loan to GF to be paid off FY23

City of Homer
FY24/25 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND									
DEPT 0602 - PIONEER DOCK									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 -	7/1/21 -	7/1/22 -	7/1/23 -	7/1/24 -	FY25 & FY23		
		6/30/21	6/30/22	6/30/23	6/30/24	6/30/25	Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	20,959	45,344	30,629	30,564	31,481	852	2.8%	
5102	Fringe Benefits	9,233	24,650	18,089	18,278	18,710	621	3.4%	
5103	Part-time Wages	-	101	-	-	-	-	0.0%	
5104	Part-time Benefits	-	14	-	-	-	-	0.0%	
5105	Overtime	678	1,865	1,081	1,734	1,734	653	60.4%	
5107	Part-time Overtime	-	25	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%	
5112	PERS Relief	1,822	3,757	-	-	-	-	0.0%	
	Total Salaries and Benefits	32,694	75,757	49,799	50,576	51,925	2,126	4.3%	
Maintenance and Operations									
5201	Office Supplies	-	-	-	-	-	-	0.0%	
5202	Operating Supplies	-	-	1,500	1,500	1,500	-	0.0%	
5208	Equipment Maintenance	-	-	1,000	1,000	1,000	-	0.0%	
5209	Building & Grounds Maintenance	-	-	2,000	2,000	2,000	-	0.0%	
5210	Professional Services	-	3,626	2,000	2,000	2,000	-	0.0%	
5217	Electricity	8,609	17,414	22,914	19,156	21,072	(1,843)	-8.0%	
5218	Water	1,938	7,419	6,095	8,161	8,977	2,882	47.3%	
5231	Tools and Equipment	-	-	1,000	1,000	1,000	-	0.0%	
5602	Safety Equipment	-	666	1,000	1,000	1,000	-	0.0%	
	Total Maintenance and Operations	10,547	29,126	37,509	35,817	38,549	1,040	2.8%	
	Total	43,240	104,883	87,309	86,393	90,474	3,165	3.6%	

FY24/25 Budget Notes:

City of Homer
FY24/25 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND								
DEPT 0603 - FISH DOCK								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	92,516	201,463	236,125	275,102	286,037	49,912	21.1%
5102	Fringe Benefits	43,904	115,945	149,502	188,524	195,850	46,348	31.0%
5103	Part-time Wages	9,025	17,205	16,931	-	-	(16,931)	-100.0%
5104	Part-time Benefits	1,221	2,225	1,949	-	-	(1,949)	-100.0%
5105	Overtime	1,448	4,263	7,701	7,701	7,701	-	0.0%
5107	Part-time Overtime	-	507	2,179	2,179	2,179	-	0.0%
5108	Unemployment Benefits	2,816	-	-	-	-	-	0.0%
5112	PERS Relief	7,914	16,372	-	-	-	-	0.0%
	Total Salaries and Benefits	158,846	357,980	414,387	473,505	491,767	77,380	18.7%
Maintenance and Operations								
5201	Office Supplies	286	991	500	1,000	1,000	500	100.0%
5202	Operating Supplies	1,988	3,967	3,000	3,000	3,000	-	0.0%
5203	Fuel and Lube	580	4,383	3,000	3,000	3,000	-	0.0%
5204	Chemicals	2,532	1,341	3,000	3,000	3,000	-	0.0%
5207	Vehicle and Boat Maintenance	-	244	-	-	-	-	0.0%
5208	Equipment Maintenance	14,037	43,979	37,000	37,000	37,000	-	0.0%
5209	Building & Grounds Maintenance	3,456	3,247	13,000	13,000	13,000	-	0.0%
5210	Professional Services	9,044	4,036	3,000	5,000	5,000	2,000	66.7%
5217	Electricity	62,757	164,141	189,524	180,555	198,610	9,086	4.8%
5218	Water	4,944	12,216	16,926	13,438	14,782	(2,144)	-12.7%
5219	Sewer	219	469	1,347	516	567	(780)	-57.9%
5231	Tools and Equipment	982	2,680	1,500	1,500	1,500	-	0.0%
5235	Membership Dues	-	965	-	-	-	-	0.0%
5250	Camera Area Network	-	-	4,000	4,000	4,000	-	0.0%
5601	Uniform	-	1,568	3,000	3,000	3,000	-	0.0%
5602	Safety Equipment	12	761	1,000	1,000	1,000	-	0.0%
5603	Employee Training	50	762	1,000	6,000	6,000	5,000	500.0%
	Total Maintenance and Operations	100,888	245,750	280,797	275,009	294,460	13,662	4.9%
	Total	259,734	603,730	695,185	748,514	786,227	91,042	13.1%

FY24/25 Budget Notes:
5101/5102/5103/5104 - seasonal position converted to full time position
5603 - refrigeration training
5210 - increased to match historical spending

City of Homer
FY24/25 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND								
DEPT 0604 - DEEP WATER DOCK								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 -	7/1/21 -	7/1/22 -	7/1/23 -	7/1/24 -	FY25 & FY23	
		6/30/21	6/30/22	6/30/23	6/30/24	6/30/25	Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	20,959	45,344	35,672	42,530	43,899	8,227	23.1%
5102	Fringe Benefits	9,233	24,650	20,757	26,558	27,259	6,502	31.3%
5103	Part-time Wages	-	101	-	-	-	-	0.0%
5104	Part-time Benefits	-	14	-	-	-	-	0.0%
5105	Overtime	678	1,865	1,260	1,734	1,734	474	37.6%
5107	Part-time Overtime	-	25	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	1,822	3,757	-	-	-	-	0.0%
	Total Salaries and Benefits	32,694	75,757	57,689	70,823	72,892	15,203	26.4%
Maintenance and Operations								
5202	Operating Supplies	-	-	-	-	-	-	0.0%
5203	Fuel and Lube	-	-	1,000	1,000	1,000	-	0.0%
5209	Building & Grounds Maintenance	230	3,600	1,000	1,000	1,000	-	0.0%
5210	Professional Services	(1,200)	-	2,000	2,000	2,000	-	0.0%
5217	Electricity	5,910	10,610	11,102	11,671	12,838	1,736	15.6%
5218	Water	3,526	7,940	10,918	8,735	9,608	(1,310)	-12.0%
5219	Sewer	384	955	898	1,050	1,156	258	28.7%
5231	Tools and Equipment	-	-	1,000	1,000	1,000	-	0.0%
5250	Camera Area Network	-	457	4,000	4,000	4,000	-	0.0%
5601	Uniform	-	-	-	-	-	-	0.0%
5602	Safety Equipment	-	-	1,000	1,000	1,000	-	0.0%
5627	Port Security	-	-	2,500	2,500	2,500	-	0.0%
	Total Maintenance and Operations	8,849	23,562	35,418	33,956	36,102	684	1.9%
	Total	41,543	99,319	93,107	104,779	108,994	15,887	17.1%

FY24/25 Budget Notes:

FUND 400 - PORT & HARBOR ENTERPRISE FUND									
DEPT 0605 - OUTFALL LINE									
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between		
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget		
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%	
Salaries and Benefits									
5101	Salary and Wages	-	-	-	-	-	-	0.0%	
5102	Fringe Benefits	-	-	-	-	-	-	0.0%	
5103	Part-time Wages	-	-	-	-	-	-	0.0%	
5104	Part-time Benefits	-	-	-	-	-	-	0.0%	
5105	Overtime	-	-	-	-	-	-	0.0%	
5107	Part-time Overtime	-	-	-	-	-	-	0.0%	
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%	
5112	PERS Relief	-	-	-	-	-	-	0.0%	
	Total Salaries and Benefits	-	-	-	-	-	-	0.0%	
Maintenance and Operations									
5202	Operating Supplies	-	-	-	-	-	-	0.0%	
5208	Equipment Maintenance	-	-	-	-	-	-	0.0%	
5209	Building & Grounds Maintenance	-	-	3,000	3,000	3,000	-	0.0%	
5210	Professional Services	-	-	-	-	-	-	0.0%	
5231	Tools and Equipment	-	55	-	-	-	-	0.0%	
5226	Testing and Analysis	-	-	-	7,000	7,000	7,000	0.0%	
5637	Diving Services	-	4,350	3,500	3,500	3,500	-	0.0%	
	Total Maintenance and Operations	-	4,405	6,500	13,500	13,500	7,000	107.7%	
	Total	-	4,405	6,500	13,500	13,500	7,000	107.7%	

FY24/25 Budget Notes:
5226 - water line testing

City of Homer
FY24/25 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND								
DEPT 0606 - FISH GRINDER								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	Budget	
							\$	%
Salaries and Benefits								
5101	Salary and Wages	-	-	-	-	-	-	0.0%
5102	Fringe Benefits	-	-	-	-	-	-	0.0%
5103	Part-time Wages	-	-	-	-	-	-	0.0%
5104	Part-time Benefits	-	-	-	-	-	-	0.0%
5105	Overtime	-	-	-	-	-	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	-	-	-	-	-	-	0.0%
	Total Salaries and Benefits	-	-	-	-	-	-	0.0%
Maintenance and Operations								
5202	Operating Supplies	333	-	4,000	4,000	4,000	-	0.0%
5208	Equipment Maintenance	3,536	15,848	14,000	14,000	14,000	-	0.0%
5209	Building & Grounds Maintenance	-	-	2,500	2,500	2,500	-	0.0%
5210	Professional Services	-	-	-	-	-	-	0.0%
5218	Water	550	4,256	7,333	4,682	5,150	(2,183)	-29.8%
5226	Testing and Analysis	-	-	-	-	-	-	0.0%
5235	Membership Dues	1,715	1,715	2,500	2,500	2,500	-	0.0%
	Total Maintenance and Operations	6,133	21,819	30,333	27,682	28,150	(2,183)	-7.2%
	Total	6,133	21,819	30,333	27,682	28,150	(2,183)	-7.2%

FY24/25 Budget Notes:

City of Homer
FY24/25 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND								
DEPT 0611 - HARBOR MAINTENANCE								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	79,242	161,140	174,303	219,939	226,596	52,293	30.0%
5102	Fringe Benefits	32,029	89,688	105,286	138,380	142,479	37,192	35.3%
5103	Part-time Wages	5,766	9,940	16,931	-	-	(16,931)	-100.0%
5104	Part-time Benefits	640	1,103	1,949	-	-	(1,949)	-100.0%
5105	Overtime	685	3,321	3,000	3,000	3,000	-	0.0%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	6,732	13,088	-	-	-	-	0.0%
	Total Salaries and Benefits	125,094	278,281	301,469	361,319	372,075	70,605	23.4%
Maintenance and Operations								
5201	Office Supplies	124	105	600	600	600	-	0.0%
5202	Operating Supplies	2,323	5,982	6,000	6,000	6,000	-	0.0%
5203	Fuel and Lube	8,371	14,356	14,000	14,000	14,000	-	0.0%
5207	Vehicle and Boat Maintenance	(1,929)	18,641	20,000	20,000	20,000	-	0.0%
5208	Equipment Maintenance	3,156	8,286	10,000	10,000	10,000	-	0.0%
5209	Building & Grounds Maintenance	3,485	2,495	12,000	12,000	12,000	-	0.0%
5210	Professional Services	1,474	3,566	4,500	4,500	4,500	-	0.0%
5217	Electricity	3,883	7,692	8,472	8,462	9,308	836	9.9%
5218	Water	230	614	675	676	743	68	10.1%
5219	Sewer	323	1,013	748	1,115	1,226	478	63.9%
5231	Tools and Equipment	3,140	2,057	4,000	5,000	5,000	1,000	25.0%
5235	Membership Dues	265	-	500	500	500	-	0.0%
5236	Transportation	-	1,450	2,000	-	-	(2,000)	-100.0%
5237	Subsistence	-	217	1,000	-	-	(1,000)	-100.0%
5256	Waste Oil Disposal	17,976	45,458	45,000	45,000	45,000	-	0.0%
5258	Float and Ramp Repairs	5,661	8,545	25,000	25,000	25,000	-	0.0%
5601	Uniform	2,170	4,158	3,500	3,500	3,500	-	0.0%
5602	Safety Equipment	957	6,222	3,000	3,000	3,000	-	0.0%
5603	Employee Training	50	5,065	4,000	8,500	8,500	4,500	112.5%
5637	Diving Services	-	-	5,000	5,000	5,000	-	0.0%
	Total Maintenance and Operations	51,660	135,923	169,995	172,852	173,877	3,882	2.3%
	Total	176,754	414,204	471,464	534,171	545,952	74,487	15.8%

FY24/25 Budget Notes:

5101/5102/5103/5104 - seasonal position converted to full time position

5236/5237/5603 - increased training; combined all travel expenses connected with employee training into one account code to be consistent with budget account descriptions

City of Homer
FY24/25 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND								
DEPT 0612 - PIONEER DOCK MAINTENANCE								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	9,955	20,438	21,863	27,808	28,632	6,770	31.0%
5102	Fringe Benefits	4,014	11,299	13,195	17,334	17,832	4,637	35.1%
5103	Part-time Wages	721	1,243	2,116	-	-	(2,116)	-100.0%
5104	Part-time Benefits	80	138	244	-	-	(244)	-100.0%
5105	Overtime	85	438	239	300	300	61	25.6%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	846	1,661	-	-	-	-	0.0%
	Total Salaries and Benefits	15,701	35,217	37,657	45,441	46,764	9,108	24.2%
Maintenance and Operations								
5202	Operating Supplies	-	-	500	500	500	-	0.0%
5209	Building & Grounds Maintenance	821	488	3,000	3,000	3,000	-	0.0%
5231	Tools and Equipment	83	-	1,500	1,500	1,500	-	0.0%
5602	Safety Equipment	-	-	1,000	1,000	1,000	-	0.0%
	Total Maintenance and Operations	904	488	6,000	6,000	6,000	-	0.0%
	Total	16,605	35,706	43,657	51,441	52,764	9,108	20.9%

FY24/25 Budget Notes:
5101/5102/5103/5104 - seasonal position converted to full time position

City of Homer
FY24/25 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND								
DEPT 0614 - DEEP WATER DOCK MAINTENANCE								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	9,955	20,438	21,863	27,808	28,632	6,770	31.0%
5102	Fringe Benefits	4,014	11,299	13,195	17,334	17,832	4,637	35.1%
5103	Part-time Wages	721	1,243	2,116	-	-	(2,116)	-100.0%
5104	Part-time Benefits	80	138	244	-	-	(244)	-100.0%
5105	Overtime	85	438	239	300	300	61	25.6%
5107	Part-time Overtime	-	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	846	1,661	-	-	-	-	0.0%
	Total Salaries and Benefits	15,701	35,217	37,657	45,441	46,764	9,108	24.2%
Maintenance and Operations								
5202	Operating Supplies	233	-	500	500	500	-	0.0%
5203	Fuel and Lube	457	397	-	-	-	-	0.0%
5209	Building & Grounds Maintenance	2,551	4,496	8,000	8,000	8,000	-	0.0%
5210	Professional Services	-	-	-	-	-	-	0.0%
5231	Tools and Equipment	-	-	1,000	1,000	1,000	-	0.0%
5250	Camera Area Network	-	-	5,000	5,000	5,000	-	0.0%
5602	Safety Equipment	-	-	2,000	2,000	2,000	-	0.0%
	Total Maintenance and Operations	3,241	4,893	16,500	16,500	16,500	-	0.0%
	Total	18,942	40,111	54,157	61,941	63,264	9,108	16.8%

FY24/25 Budget Notes:
5101/5102/5103/5104 - seasonal position converted to full time position

City of Homer
FY24/25 Operating Budget

FUND 400 - PORT & HARBOR ENTERPRISE FUND								
DEPT 0615 - LOAD AND LAUNCH RAMP								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 -	7/1/21 -	7/1/22 -	7/1/23 -	7/1/24 -	FY25 & FY23	
		6/30/21	6/30/22	6/30/23	6/30/24	6/30/25	Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Salaries and Benefits								
5101	Salary and Wages	12,638	26,095	29,589	45,479	46,931	17,342	58.6%
5102	Fringe Benefits	5,022	14,803	17,626	29,181	30,047	12,421	70.5%
5103	Part-time Wages	4,705	12,808	15,756	29,615	29,615	13,860	88.0%
5104	Part-time Benefits	523	1,423	1,814	3,411	3,411	1,597	88.0%
5105	Overtime	256	828	629	701	701	72	11.4%
5107	Part-time Overtime	6	9	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	1,086	2,143	-	-	-	-	0.0%
	Total Salaries and Benefits	24,236	58,108	65,414	108,387	110,705	45,291	69.2%
Maintenance and Operations								
5202	Operating Supplies	132	142	500	500	500	-	0.0%
5203	Fuel and Lube	998	1,234	1,300	1,300	1,300	-	0.0%
5209	Building & Grounds Maintenance	-	167	5,000	5,000	5,000	-	0.0%
5210	Professional Services	-	150	500	500	500	-	0.0%
5217	Electricity	1,751	3,232	4,109	3,555	3,910	(199)	-4.8%
5218	Water	413	1,272	2,009	1,399	1,539	(470)	-23.4%
5219	Sewer	738	2,508	3,145	2,759	3,034	(111)	-3.5%
5220	Refuse and Disposal	1,182	1,814	3,300	3,300	3,300	-	0.0%
5231	Tools and Equipment	164	1,678	2,200	2,200	2,200	-	0.0%
5250	Camera Area Network	214	8,291	5,000	5,000	5,000	-	0.0%
5252	Credit Card Expenses	725	5,224	4,000	4,000	4,000	-	0.0%
5602	Safety Equipment	-	-	1,000	1,000	1,000	-	0.0%
	Total Maintenance and Operations	6,317	25,712	32,063	30,513	31,284	(780)	-2.4%
Transfers								
5990	Transfers to Reserves	26,354	34,201	29,186	-	-	(29,186)	-100.0%
	Total Transfers	26,354	34,201	29,186	-	-	(29,186)	-100.0%
	Total	56,907	118,021	126,663	138,900	141,989	15,326	12.1%

FY24/25 Budget Notes:
5990 - removed transfer to Load and Launch reserves, as operating costs are now budgeted to exceed revenue

City of Homer
FY24/25 Operating Budget

FUND 600								
INTERNAL SERVICE FUND								
HEALTH INSURANCE FUND								
A/C Num.	Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Revenues								
4801	Interest	-	-	-	-	-	-	0.0%
4902	Other Revenue	-	-	-	-	-	-	0.0%
4904	City Health Contributions	768,762	2,023,864	2,171,160	2,359,500	2,453,880	282,720	13.0%
4907	Employee Health Contributions	89,898	182,202	212,083	216,324.66	233,631	21,548	10.2%
4910	Employee Dental Contributions	4,945	10,765	8,203	10,885	10,885	2,682	32.7%
4911	Employee Vision Contributions	2	-	-	-	-	-	0.0%
4992	Operating Transfers	3,767	1,027	1,235	5,396	1,442	207	16.7%
	Total Revenues	867,373	2,217,858	2,392,681	2,592,106	2,699,837	307,156	12.8%
Expenses								
5102	Fringe Benefits	2,844	6,132	4,086	7,277	7,277	3,190	78.1%
5104	Part-time Benefits	184	337	436	787	787	351	80.4%
5210	Professional Services	12,500	518	26,737	780	780	(25,957)	-97.1%
5246	Health Insurance Claims	-	-	-	-	-	-	0.0%
5247	Health Insurance Premium	999,748	2,062,349	2,260,621	2,304,994	2,489,394	228,773	10.1%
5297	Health Insurance Incentive	58,200	113,800	100,800	201,600	201,600	100,800	100.0%
5609	Other	-	-	-	-	-	-	0.0%
5990	Transfers To	-	-	-	-	-	-	0.0%
	Total Expenses	1,073,475	2,183,135	2,392,681	2,515,438	2,699,837	307,157	12.8%
	Operating Income (Loss)	(206,102)	34,723	0	76,668	(0)	(0)	-100.0%
	Ending Fund Balance	(111,391)	(76,668)	(76,668)	0	0	76,668	-100.0%

FY24 Budget Notes:
4904 - \$1,625/month per eligible employee
4992 - Necessary transfer to balance fund to zero
5247 - Reflects 2% increase from FY23 budget
5297 - Reflects an increase from \$400/month to \$800/month

FY25 Budget Notes:
4904 - \$1,690/month per eligible employee
4992 - Necessary transfer to balance fund to zero
5247 - Reflects 8% increase from FY24 budget
5297 - Reflects an increase from \$400/month to \$800/month

City of Homer
FY24/25 Operating Budget

FUND 610								
INTERNAL SERVICE FUND								
LEAVE CASH OUT FUND								
A/C Num.	Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
Transferred In								
4904	Contribution From General Fund	58,222	136,126	175,681	221,360	178,375	2,695	1.5%
4904	Contribution From Water Fund	7,875	57,790	27,984	7,414	5,611	(22,372)	-79.9%
4904	Contribution From Sewer Fund	8,242	14,236	14,017	8,355	6,605	(7,412)	-52.9%
4904	Contribution From Harbor Fund	20,620	66,243	108,114	73,867	49,513	(58,602)	-54.2%
	Total Transferred In	94,958	274,394	325,795	310,995	240,104	(85,692)	-26.3%
Expenses								
		Actual	Actual	Budget	Estimates	Estimates		
5102	General Fund - Leave Cash Out	3,623	5,867	5,570	4,920	5,335	(235)	-4.2%
5104	General Fund - Leave Cash Out	51	62	-	-	-	-	0.0%
5106	General Fund - Leave Cash Out	87,620	181,861	170,111	151,685	173,040	2,930	1.7%
	Total General Fund	91,294	187,790	175,681	156,605	178,375	2,695	1.5%
5102	Water - Leave Cash Out	108	117	17	120	124	107	618.4%
5104	Water - Leave Cash Out	-	-	-	-	-	-	0.0%
5106	Water - Leave Cash Out	4,039	7,775	27,966	5,125	5,487	(22,479)	-80.4%
								0.0%
5102	Sewer - Leave Cash Out	4	239	141	83	109	(32)	-22.5%
5104	Sewer - Leave Cash Out	-	-	-	-	-	-	0.0%
5106	Sewer - Leave Cash Out	3,826	8,746	13,876	5,828	6,496	(7,381)	-53.2%
	Total Water & Sewer	7,977	16,877	42,000	11,156	12,216	(29,785)	-70.9%
5102	Port - Leave Cash Out	77	1,275	293	496	635	342	116.9%
5104	Port - Leave Cash Out	-	-	-	-	-	-	0.0%
5106	Port - Leave Cash Out	60,419	62,632	107,821	51,763	48,877	(58,944)	-54.7%
	Total Port & Harbor	60,496	63,907	108,114	52,258	49,513	(58,602)	-54.2%
	Total Payments to Employees	159,767	268,574	325,795	220,020	240,104	(85,692)	-26.3%
	Change in Net Position	(64,809)	5,820	0	90,976	0	0	0.0%
	Fund Balance	(96,796)	(90,976)	(90,976)	0	0	90,976	-100.0%

Calculation Method (FY24):

- a. Using the most current three years' average (two prior years' actual and the current year's estimate)
- b. The Current Year's Fund Balance Estimated
- a - b = The estimated budget for the following fiscal year

Calculation Method (FY25):

- a. Using the most current three years' average (FY22 actual, FY23 actual estimate, and the FY24 budget)
- b. The Current Year's Fund Balance Estimated
- a - b = The estimated budget for the following fiscal year

City of Homer
FY24/25 Operating Budget

Revolving Energy Fund (Created by Ordinance 10-14)								
Fund 620								
	City Hall LED Lighting Upgrade ORD 19-03	Library LED Lighting Upgrade ORD 19-03	Airport LED Lighting Upgrade ORD 19-03	Animal Shelter LED Lighting Upgrade ORD 19-03	Public Works LED Lighting Upgrade ORD 19-03	Raw Water Pump Station Motor Upgrade	Harbormaster Office LED Lighting Upgrade ORD 19-03	
Transfer from	100-0140	100-0145	100-0149	100-0165	100-0170	200-0400	400-0000-2306	Total
Loan Amount	\$ 9,545	\$ 18,792	\$ 23,287	\$ 2,802	\$ 10,727	\$ 6,284	\$ 4,022	\$ 362,233
Payback Schedule	3.0	3.0	3.0	3.0	3.0	13.4	3.0	
FY 2012						468.96		34,458.47
FY 2013						468.96		34,294.47
FY 2014						468.96		34,294.47
FY 2015						468.96		34,294.47
FY 2016						468.96		34,208.30
FY 2017						468.96		34,007.24
FY 2018						468.96		34,007.24
FY 2019						468.96		34,007.24
FY 2020	3,181.67	6,264.00	7,762.33	934.00	3,575.67	468.96	1,340.67	40,481.02
FY 2021	3,181.67	6,264.00	7,762.33	934.00	3,575.67	468.96	1,340.67	23,527.29
FY 2022	3,181.67	6,264.00	7,762.33	934.00	3,575.67	468.96	1,340.67	23,527.29
FY 2023						468.96		468.96
FY 2024						468.96		468.96
FY 2025						187.58		187.58
Total Payback	9,545	18,792	23,287	2,802	10,727	6,284	4,022	362,233
Loan Balance	0	0	0	0	0	0	0	\$ -

Payback to Depreciation Reserve Funds:			
Transfer from	200-0400	200-0500	400-0600
Years to Payback	13.4	8.7	8.9
FY 2012	12,397.70	786.55	14,252.00
FY 2013	12,397.70	786.55	14,252.00
FY 2014	12,397.70	786.55	14,252.00
FY 2015	12,397.70	786.55	14,252.00
FY 2016	12,397.70	786.55	520.00
FY 2017	12,397.70	786.55	
FY 2018	12,397.70	786.55	
FY 2019	12,397.70	786.55	
FY 2020	12,397.70	550.60	
FY 2021	12,397.70		
FY 2022	12,397.70		
FY 2023	12,397.70		
FY 2024	12,397.70		
FY 2025	4,918.90		
Total	166,089.00	6,843.00	57,528.00
Transfer to	256-0378	256-0379	456-0380

April 17, 2023

APR 17 2023 PM02:55 *RL*

Mr. Dumouchel, City Manager
City of Homer
491 E. Pioneer Avenue
Homer, AK 99603

Dear Mr. Dumouchel,

As you work on the next budget I am hoping the City can find more funding for the Pratt Museum. The Museum is what brings many people to Homer, the museum is known for its award winning displays and programs, but unlike most museums in the country, including Alaska, the Pratt receives only a small donation from the City, It is precious little support, considering what the museum brings to Homer. And it is that perspective that I hope you will consider as you consider funding for the Pratt. Likewise, I anticipate the Board of Directors of the Pratt Museum will apply to the City to include the need for their building roof replacement on the City's Capital funding request to the State Legislature. It is a critical need.

The Pratt's agreement with the city is, that should the Museum ever find itself, bankrupt, and unable to go on, then the city would be obligated to take it over. The Pratt is not at that point. The Director who just left, was able through grant writing to improve the financial picture for the Pratt. However, when the boiler had to be replaced, it was Patron's of the Pratt who came to the rescue, with a \$40,000 grant from the Wynn Foundation. Additional funding, such as from the City, would be a huge blessing.

And if you have not been to the Museum, Please do visit. It is truly a city treasure.

Please consider our request as you work on the next budget and the Legislative Capital Projects list.

Thank you.

Sincerely,



Milli Martin, President
Patron's of the Pratt Society
P.O. Box 377
Homer, Ak 99603

cc, Homer City Mayor, Ken Kastner, and
Council members



MEMORANDUM

Ordinance 23-20, An Ordinance of the City Council of Homer, Alaska Appropriating Funds for the Fiscal Years 2024 and 2025 for the General Fund, the Water Fund, the Sewer Fund, the Port/Harbor Fund, and Internal Services Funds. City Manager.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 08 May 2023
From: Melissa Jacobsen, MMC, City Clerk

A draft budget amendment list is provided. Additional amendments are anticipated after the packet deadline and an updated amendment list will be included in the supplemental packet.

Attachments:

Budget Amendment Cover Sheet
Written Public comments
Memorandum from Port & Harbor Advisory Commission

Operating Budget Amendments - FY24/25

PG	Request Name	Sponsor	FY24 Amount	FY25 Amount	Funding Source	Status
	Increased Funding - Homer Chamber	Davis	\$ 24,000			
	Homer Business Advisor (AKSBDC)	Venuti	\$ 15,000	\$ 15,000		
	Community Recreation Software	Venuti	\$ 11,000	\$ 7,000		
	Sign Repair at Library	Mayor	\$ 1,800			
	Sister City Advertising & Gifts	Mayor	\$ 4,000			
	Community Recreation FTE	Erickson	\$ 81,000	\$ 83,000	\$10,000 in each fiscal year reduction to Pratt Museum funding; remainder TBD	

Capital Budget Amendments - FY24/25

PG	Request Name	Sponsor	FY24 Amount	FY25 Amount	Funding Source	Status
	ADA Accessibility Equipment	Aderhold	\$ 9,739		General Fund CARMA	
	New Comprehensive Plan Development	Aderhold	\$ 400,000		General Fund CARMA	
	Town Center Plan Revision	Davis	\$ 250,000		General Fund CARMA	

Additional Amendments are anticipated. A final draft will be provided in the May 8, 2023 Supplemental Packet

From: [Brad Conley](#)
To: [Department Clerk](#)
Cc: [Michael Daniel](#); [Eric Engebretsen](#)
Subject: City of Homer - Funding for Marketing via Homer Chamber of Commerce
Date: Monday, May 1, 2023 11:14:12 AM
Attachments: [Bay-Welding-logo-black.png](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

To Whom it Concerns,

My name is Brad Conley; my wife and I love living in Homer while raising our three children. After growing up in Homer, the decision to reinvest in this community has been an easy and deliberate choice. Albeit part of that decision is to ensure that my family can succeed in Homer, particular my children when the time comes.... Which is why I am writing to you in regards to the budget and resources allocated to the promotion of Homer and its small businesses. It is no secret that the life-blood of Homer lies within the flourishing small businesses of homer.

My wife and I own and operate a small business "Coldwater Alaska" in the summer months. I am also the general manager at "Bay Welding" throughout the rest of the year. Marketing and promotion of both of these businesses is fundamental their success and the 60+ jobs and families they support. Deciding to do business at the end of the road in Homer Alaska is not because it's convenient; much like you, we've decided on Homer because we love the location. Being at the end of the road in Alaska is exactly why the successful marketing of Homer Alaska is so important to bring outside commerce to our businesses.

The reason I am writing to you, is to encourage you to re-invest in the effort that the Homer Chamber of Commerce markets the economy of Homer. This is not just a simple line-item on the city's budget, status quo from years past. For perspective the city's contribution is comparable to the standalone marketing budget of some local businesses. Investing in the Homer via the Homer Chamber of Commerce and small businesses of Homer is money well spent that will pay dividends for years to come.

Regards,

Brad Conley
General Manager

Bay Welding Services, Inc.
3301 East End Rd.
Homer, Alaska 99603
907-235-5103 W
907-235-8603 F
907-299-2323 C
brad@bayweldboats.com



From: [marcia kuszmaul](#)
To: [Melissa Jacobsen](#)
Subject: Support for Homer Chamber of Commerce incremental budget request
Date: Wednesday, May 3, 2023 5:05:40 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Melissa — I will be out of town for the next city council meeting so am submitting these written comments with regard to the requested increase in the city contract with the Homer Chamber of Commerce.

Thanks,

Marcia

Dear Members of the Homer City Council,

I am writing in support of the Homer Chamber of Commerce's request for an increase in its contract with the City of Homer for the marketing and promotion of the city. I have been a member of the Chamber since 2014 and was elected to the board in 2020.

First as a member and now, even more, as a board member, I am impressed by the Chamber's dedication to and effectiveness in representing, boosting, and bolstering our community locally, within the state, and nationwide. I've found the Chamber to be entrepreneurial, creative, and accountable in its use of funds and strongly support increasing the funding for the city's contract.

A research colleague of mine commonly began his presentations with "In God we trust, all others must bring data." I'm a data person myself, so I want to share a few facts that stand out to me for your consideration.

— Currently, the Chamber raises 92% of its annual budget through membership dues and payments for services & advertising (32%) and through its own entrepreneurial activities (60%). The staff, board, and member volunteers work hard to raise funds through raffle tickets, tournaments, merchandise sales, sponsorships, and more. The city contract accounts for 8% of available funds. An increase in the city contract to \$63,000 would increase the city's portion to 9% and the additional \$12,000 requested would increase the city contract to 11% of available funds. The Chamber more than pays its way and does not require the city to subsidize its operations but to rather increase its support for the substantial work the Chamber does on its behalf.

— About 40% of the Chamber's expenses are direct costs for Marketing & Promotion of Homer. Under the current contract, the Chamber funds 80% of these costs with the city contract covering 20%. The increase to \$63,000 would increase the city's contribution to about 25%; the additional \$12,000 requested would increase the city's contribution to 30% plus give the Chamber incremental marketing dollars to work with.

I hope you will consider these data points into your thinking about the city contract and approve an increase for the Homer Chamber of Commerce.

Sincerely,
Marcia Kuszmaul
Owner, Juneberry Lodge
Board Member and Secretary, Homer Chamber of Commerce



Memorandum

To: Homer City Council

From: Port & Harbor Advisory Commission

Through: Amy Woodruff, Staff Liaison

Date: May 4, 2023

Subject Motions regarding Draft FY 24/ FY 25 Operating Budgets and Capital Budget

At their April 26, 2023 meeting, the Port & Harbor Advisory Commission reviewed the draft FY 24/ FY 25 Operating Budgets and Capital Budget.

Discussion topics included various capital projects, increased staffing levels, and the commission specifically focused on the Capital Budget Request for the Engineering study for the Wood Grid. Points included:

- Current condition of the Wood Grid, which has bents that are unusable and may need to be condemned in the near future
- As-yet unquantified costs of removing the existing Wood Grid, which will need to happen whether the grid is replaced or not
-
- Perceived challenges in permitting new tidal grid projects
- The value to boaters of having access to an efficient
- Alternative options to the Wood Grid for smaller boats, including hauling out at the launch ramp or via Travelift at Northern Enterprises Boatyard
- Relative cost of those alternatives, which were estimated at \$500 compared to the \$1.50/ft/tide model that generates charges between \$40 and \$60 for most vessels using the grid.
- The possibility of increasing rates on the grid to increase Wood Grid Revenue (budgeted at approx. \$6,000 for FY 23)
- Total number of wood grid users (76 in CY 2022)



City of Homer

www.cityofhomer-ak.gov

Port and Harbor

4311 Freight Dock Road
Homer, AK 99603

port@cityofhomer-ak.gov

(p) 907-235-3160

(f) 907-235-3152

- The importance of maintaining the Steel Grid so that boats that are too large to haul out easily and too large to use the Wood Grid still have access to a tidal grid

After discussion, the commissioners passed the following motions:

MOTION TO CITY COUNCIL TO ADOPT THE DRAFT CAPITAL BUDGET FOR FY 24/25 WITH AN AMENDMENT TO RECONSIDER THE FUNDING FOR THE ENGINEERING STUDY FOR THE WOOD GRID REPLACEMENT

MOTION TO CITY COUNCIL RECOMMENDING ADOPTION OF THE DRAFT FY 24/25 PORT & HARBOR OPERATING BUDGETS



MEMORANDUM

Ordinance 23-23, An Ordinance of the City Council of Homer, Alaska Appropriating the Funds for the Fiscal Years 2024 and 2025 Capital Budget. City Manager.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 08 May 2023
From: Rob Dumouchel, City Manager

Ordinance 23-23 and they FY 24/25 Capital Budget materials attached for Council consideration.

Attachments:
FY 24/25 Capital Budget
Agenda Item Report CC-23-098



AGENDA ITEM REPORT

Ordinance 23-23, An Ordinance of the City Council of Homer, Alaska Appropriating the Funds for the Fiscal Years 2024 and 2025 Capital Budget. City Manager.

Item Type: Ordinance
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 24 April 2023
From: Rob Dumouchel, City Manager

Ordinance 23-23 and back up materials are attached for Council consideration.

Recommendation:

Introduce Ordinance 23-23 with public hearings on May 8 and 22, 2023 and second reading May 22, 2023.

Attachments:

Ordinance 23-23
Capital Budget Documents

CITY OF HOMER
HOMER, ALASKA

City Manager

ORDINANCE 23-23

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
APPROPRIATING THE FUNDS FOR THE FISCAL YEARS 2024 AND
2025 CAPITAL BUDGET.

THE CITY OF HOMER ORDAINS:

Section 1. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2024:

Capital Projects Funds:

General Fund Fleet CARMA (152)	\$ 165,000
General Fund CARMA (156)	\$ 627,397
Utility CARMA (256)	\$ 1,163,834
Port Fleet Reserves (452)	\$ 115,000
Port Reserves (456)	\$ 335,000
HART Roads (160)	\$ 3,070,667
HART Trails (165)	\$ 386,000
HAWSP (205)	\$ 0
Total Capital Expenditures	\$ 5,862,898

Section 2. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2025:

Capital Projects Funds:

General Fund Fleet CARMA (152)	\$ 0
General Fund CARMA (156)	\$ 0
Utility CARMA (256)	\$ 80,000
Port Fleet Reserves (452)	\$ 0
Port Reserves (456)	\$ 0
HART Roads (160)	\$ 0
HART Trails (165)	\$ 0
HAWSP (205)	\$ 0
Total Capital Expenditures	\$ 80,000

FY24/25 Capital Budget



FY24/25 Capital Budget

Homer, Alaska

Contents

Capital Budget Introduction.....	5
Capital Budget Ordinance	6
Department of Administration	7
Department of Administration: Administration Group	8
Open Projects from Capital Budgets and Off-Cycle Appropriations.....	8
FY24/25 Proposed Projects.....	8
Anticipated FY26/27 Projects.....	8
2023-2028 Capital Improvement Plan Projects.....	8
Department of Administration: Community Development.....	9
Open Projects from Capital Budgets and Off-Cycle Appropriations.....	9
FY24/25 Proposed Projects.....	9
Anticipated FY26/27 Projects.....	9
2023-2028 Capital Improvement Plan Projects.....	9
Department of Administration: Library & Information Technology.....	10
Open Projects from Capital Budgets and Off-Cycle Appropriations.....	10
FY24/25 Proposed Projects.....	10
Anticipated FY26/27 Projects.....	10
2023-2028 Capital Improvement Plan Projects.....	10
Department of Finance	11
Homer Volunteer Fire Department.....	12
Open Projects from Capital Budgets and Off-Cycle Appropriations.....	12
FY24/25 Proposed Projects.....	12
Anticipated FY26/27 Projects.....	12
2023-2028 Capital Improvement Plan Projects.....	12
Homer Police Department	13
Open Projects from Capital Budgets and Off-Cycle Appropriations.....	13
FY24/25 Proposed Projects.....	13
Anticipated FY26/27 Projects.....	13
2023-2028 Capital Improvement Plan Projects.....	13
Port & Harbor Department.....	14
Open Projects from Capital Budgets and Off-Cycle Appropriations.....	14
FY24/25 Proposed Projects.....	15

Anticipated FY26/27 Projects.....	15
2023-2028 Capital Improvement Plan Projects	15
Public Works Department (General Fund).....	16
Open Projects from Capital Budgets and Off-Cycle Appropriations.....	16
FY24/25 Proposed Projects.....	17
Anticipated FY26/27 Projects.....	18
2023-2028 Capital Improvement Plan Projects	18
Public Works Department (Utility Fund).....	19
Open Projects from Capital Budgets and Off-Cycle Appropriations.....	19
FY24/25 Proposed Projects.....	20
2023-2028 Capital Improvement Plan Projects	20
Fund Overviews.....	22
General Fund Fleet CARMA – Fund 152.....	22
General Fund CARMA – Fund 156.....	23
General Fund CARMA – Fund 156 – Continued	24
Utility CARMA – Fund 256.....	25
Utility CARMA – Fund 256 - Continued.....	26
Port & Harbor Fleet – Fund 452.....	27
Port & Harbor Reserve – Fund 456	28
Port & Harbor Reserve – Fund 456 Continued	29
HART Roads.....	30
HART Roads - Continued.....	31
HART Trails.....	32
HART Trails - Continued	33
HAWSP	34
Other Notable Funds.....	35
Land Reserves – Fund 150.....	35
Police Station Debt Service Fund – Fund 154	36
Capital Project Requests	37
Fleet CARMA – Fund 152	37
General CARMA – Fund 156.....	38
Utility CARMA – Fund 256 – Water.....	41
Utility CARMA – Fund 256 – Sewer.....	42

HART Roads – Fund 160 43
HART Trails – Fund 165 44
HAWSP – Fund 205 45
Port & Harbor Fleet – Fund 452 45
Port & Harbor Reserves – Fund 456 46
Fleet Overview 48

Capital Budget Introduction

The last few years have been intense for capital projects. The City had a backlog of deferred maintenance along with needs to expand the reach, quality, and capacity of our many public facilities. The City undertook a tremendous amount of project work despite the disruptions from the COVID-19 pandemic. Post-COVID, the proliferation of infrastructure grant programs has added the leveraging grant funds into larger projects to our focus.

This document and the annually updated Capital Improvement Plan, when used in tandem, are intended to give the best available overview of intended future capital spending. The document begins with a department by department overview of current and future capital spending. That is followed by overviews of each fund, a breakdown of all capital projects made to the City Manager, and a look at our fleet from the Public Works' asset management program. The intent was to provide capital project data in multiple ways to give Council and the public the most complete view possible. Obviously things will change in the course of a two-year budget, projects will be added and dropped along the way, but the general pathway is sketched out here for use by the Council and the public.



Figure 1 - Crews working on the Main Street Sidewalk completed in fall 2022

Capital Budget Ordinance

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
APPROPRIATING THE FUNDS FOR THE FISCAL YEARS 2024 AND
2025 CAPITAL BUDGET.

THE CITY OF HOMER ORDAINS:

Section 1. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2024:

Capital Projects Funds:

General Fund Fleet CARMA (152)	\$ 165,000
General Fund CARMA (156)	\$ 627,397
Utility CARMA (256)	\$ 1,163,834
Port Fleet Reserves (452)	\$ 115,000
Port Reserves (456)	\$ 335,000
HART Roads (160)	\$ 3,070,667
HART Trails (165)	\$ 386,000
HAWSP (205)	\$ 0
Total Capital Expenditures	\$ 5,862,898

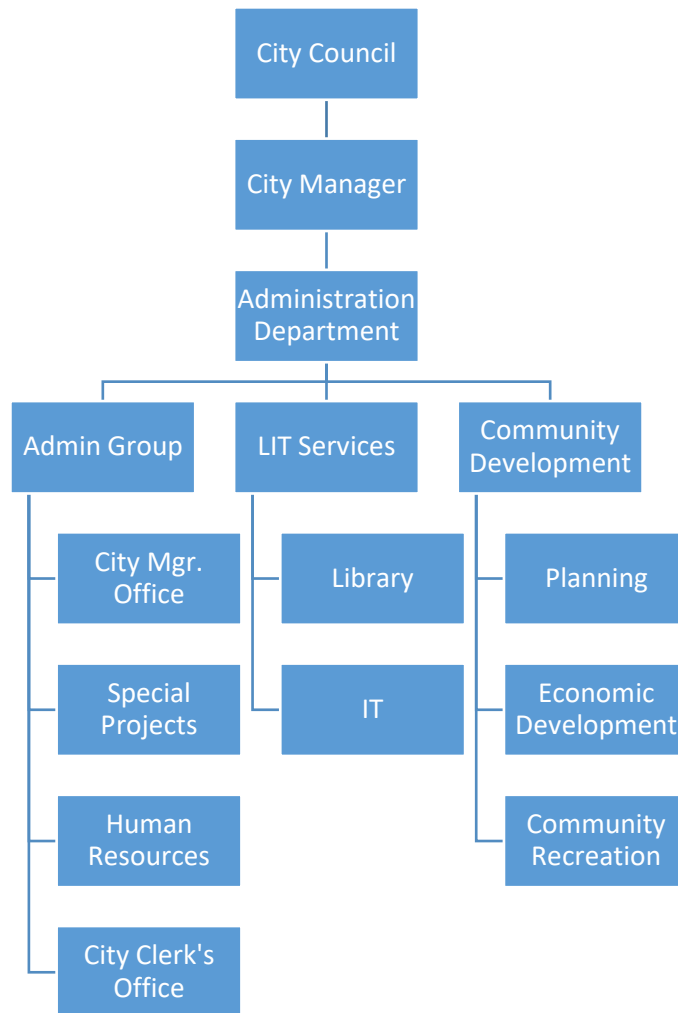
Section 2. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2025:

Capital Projects Funds:

General Fund Fleet CARMA (152)	\$ 0
General Fund CARMA (156)	\$ 0
Utility CARMA (256)	\$ 80,000
Port Fleet Reserves (452)	\$ 0
Port Reserves (456)	\$ 0
HART Roads (160)	\$ 0
HART Trails (165)	\$ 0
HAWSP (205)	\$ 0
Total Capital Expenditures	\$ 80,000

Department of Administration

The Department of Administration is managed in three subsections: Administration (City Manager, Special Projects, Human Resources, and the City Clerk's Office), Community Development (Planning, Economic Development, and Community Recreation), and Library & IT Services (Library and IT). The City of Homer's Department of Administration is predominantly located in City Hall at 491 E Pioneer Avenue and the Homer Public Library at 500 Hazel Avenue. Administration also has a satellite offices at Homer High School and the HERC Campus for the Community Recreation Manager.



Department of Administration: Administration Group

Open Projects from Capital Budgets and Off-Cycle Appropriations

Description	Amount Requested	Status	Ordinance
Professional IJJA Grant Writing Services	\$125,000	In progress, working with HDR on multiple projects	22-39

FY24/25 Proposed Projects

Description	Amount Requested	CM Approved?
Personnel Regulations and Salary Schedule Overhaul	\$75,000	YES – General CARMA
HERC Match Funds	\$311,216	YES – To be Funded by Natural Gas Free Main Allowance Funds

Anticipated FY26/27 Projects

Description	Projected Cost
City Hall Renovations – Add new offices within existing footprint	Unknown at this time

2023-2028 Capital Improvement Plan Projects

Description	Projected Total Cost
City Hall Access Barrier Removal	\$400,000
Removing Parking & Pavement Accessibility Barriers at City Facilities	\$385,600

Department of Administration: Community Development

Open Projects from Capital Budgets and Off-Cycle Appropriations

Description	Amount Requested	Status	Ordinance
Pioneer Ave Banners (FY23 Only)	\$10,000	Designs under review and banners should be in place by summer 2023	22-54
Short Term Rental Tracking Services	\$20,239	Service provider is in the “set up” phase of the agreement	23-05
Comprehensive Plan and Complete Title 21 Zoning and Planning Code Rewrite	\$250,000	Scope of project being redeveloped after Mayor’s veto to reduce appropriation	23-11

FY24/25 Proposed Projects

Description	Amount Requested	CM Approved?
Wayfinding & Streetscape Implementation	\$50,000	YES – HART Trails
Trail Design Criteria Manual Update	\$50,000	YES – HART Trails
Community Recreation Software	\$11,000	NO
Bounce House	\$15,000	NO
Building Code Implementation	\$470,000	NO – Waiting for FEMA grant approval decision before moving forward

Anticipated FY26/27 Projects

Description	Projected Cost
Subdivision Code Update	\$50,000

2023-2028 Capital Improvement Plan Projects

Description	Projected Total Cost
Pioneer Avenue Gateway Redevelopment: Multi-Use Community Center	\$15,796,000

Department of Administration: Library & Information Technology

Open Projects from Capital Budgets and Off-Cycle Appropriations

Description	Amount Requested	Status	Ordinance
Public Computer Replacement	\$40,000	Project in progress, nearing completion	21-36(S-2)(A)
Videoconference System Replacement	\$7,000	Not started	21-36(S-2)(A)
Licensed Microwave WAN	\$120,000	Project in progress	21-55,18-44(A)
Email System Upgrade	\$30,000	Project in progress	21-36(S-2)(A)
Network Switches	\$32,000	Project in progress	21-36(S-2)(A)

FY24/25 Proposed Projects

Description	Amount Requested	CM Approved?
Upgrade City Workstations to Microsoft Office 2021	\$40,000	YES – General CARMA
Network Firewall Appliance Set Up	\$50,000	YES – General CARMA and ongoing service fee included in operating budget
Upgrade Internet link for City Hall	\$30,000	YES – General CARMA
Phone System Upgrade	\$35,000	YES – General CARMA
Replace Library Chairs	\$45,000	YES – General CARMA

Anticipated FY26/27 Projects

Description	Projected Cost
Citywide Cloud Productivity Upgrade	\$175,000
Council Chambers Tech Overhaul	\$300,000
IT Fleet Vehicle (Van?)	\$50,000

2023-2028 Capital Improvement Plan Projects

There are no Library or IT focused projects in the CIP at this time.

Department of Finance

The Department of Finance is located at Homer City Hall at 491 E Pioneer Avenue. At this time, Finance does not have any open or proposed capital projects. In the proposed FY24/25 Operating Budget, the Department is requesting an increased amount of professional services budget to allow for more projects with finance contractors to help with technical projects and policy updates.

Homer Volunteer Fire Department

The City of Homer Volunteer Fire Department is located at 604 E Pioneer Avenue and is also responsible for the former police station building which is co-located on the same parcel as the fire hall.

Open Projects from Capital Budgets and Off-Cycle Appropriations

Description	Amount Requested	Status	Ordinance
Fencing Around Skyline Drive Fire Station	\$15,000	To be completed in spring 2023	22-57
Medic-1 Replacement	\$300,000	Working on ordering the ambulance	22-81

FY24/25 Proposed Projects

Description	Amount Requested	CM Approved?
Off-Road Firefighting Apparatus	\$45,000	YES – Fleet CARMA
Fire Hose Replacement	\$78,000	YES – General CARMA
Engine 4 Replacement	\$819,000	NO
Deputy Chief Vehicle Replacement	\$95,000	YES – Fleet CARMA
Ladder Truck (Used)*	\$230,000	YES – Fleet CARMA
Pumper/Tanker Contingency	\$25,000	YES – Fleet CARMA

*will be purchased via separate ordinance from capital budget

Anticipated FY26/27 Projects

Description	Projected Cost
Quick Attack/Brush Truck	\$185,000
Training Trailer Repair	\$20,000
Type 3 Pumper	\$650,000
Two Utility Vehicles	\$150,000
Fire Hall Expansion/Redevelopment Design	\$1,500,000

2023-2028 Capital Improvement Plan Projects

Description	Projected Total Cost
Fire Hall Expansion	\$20,000,000
Fire Department Fleet Management	\$2,570,000

Homer Police Department

The City of Homer Police Department is located at 625 Grubstake Ave. The Police Department is also responsible for the Animal Shelter which is located at 3577 Heath Street and operated under a contract currently held by Homer Animal Services, LLC.

Open Projects from Capital Budgets and Off-Cycle Appropriations

Description	Amount Requested	Status	Ordinance
Four Patrol Vehicles and Jail Van	\$305,000	On order	21-36(S-2)(A), 21-09
Mobile Radio for Police Vehicle	\$6,950	On Order	23-07
Computer Aided Dispatch	\$206,360	In the early stages of implementation; still getting the system dialed in	21-36(S-2)(A); 21-59

FY24/25 Proposed Projects

Description	Amount Requested	CM Approved?
Virtual Reality Training System	\$79,900	NO
Ballistic Shields (2)	\$23,000	YES – General CARMA (\$6,732) and seized asset account (\$16,268)
Security Fencing	\$27,000	YES – General CARMA
Night Vision Equipment	\$95,000	NO
In-Car Video Cameras	\$162,204	NO

Anticipated FY26/27 Projects

Description	Projected Cost
Two Patrol Vehicles	\$150,000
Public Safety Drone	\$30,000
Noise Abatement in Dispatch	\$100,000
Body cameras for Officers	\$90,000
Computer Replacements	\$35,000

2023-2028 Capital Improvement Plan Projects

There are no Police Department focused projects in the CIP at this time.

Port & Harbor Department

The City of Homer Port & Harbor Department is headquartered at the Harbormaster's Office located at 4311 Freight Dock Road, it has various facilities surrounding the harbor basin.

Open Projects from Capital Budgets and Off-Cycle Appropriations

Description	Amount Requested	Status	Ordinance
Port Maintenance Mobile Welding Van	\$17,000	Trailer has been purchased and will be converted into a mobile welding support trailer	21-36(S-2)(A)
Parking Lot Delineation Materials	\$25,000	Project has gotten underway	23-14
Professional and Technical Assistance for PIDP Grant Application	\$63,070	HDR has been hired and staff is working to support the application process	23-12
Parking Support	\$38,775	New fee stations are ordered, software contract is signed, and new signage is purchased	23-04
New Large Vessel Harbor Project Owner Representative Contract	\$408,073	HDR worked with the Corps on Work-in-Kind contract; Communications team is ramping up; General Investigation contract is signed and will begin soon	22-79
HDL Parking Improvement Design	\$49,690	Staff is coordinating with AKDOT to solve some existing problems before HDL proceeds on the parking lot upgrade design	22-78(A)
Harbor Basin Pile Cathodic Protection	\$374,051	Project initiated	21-36(S-2)(A) 22-75
Ice Plan NH3 Line Repair	\$7,400	Complete; remaining funds to be returned to Port Reserves	22-74(A)
Rebuild Crane #7	\$69,110	In progress; ordinance coming to Council to address a cost overrun related to discovery of unexpected damage to a critical part of the crane mechanism	22-66
R&M Consultants – Grant Services – Float Replacement	\$56,450	Initial report complete; remaining funds to be returned to Port Reserves	22-19(A)
Float Repair for End Caps K thru Q	\$147,900	In progress; materials are on site, coordinating with Washington based vendor to organize installation	21-52
Fish Grinder Building Replacement Design	\$15,000	Task order for design issued by Resolution 23-025	21-36(S-2)(A)
Fish Carcass Trailer x2	\$30,000	One complete, other under construction soon	21-36(S-2)(A)

Harbor Office ADA Entry Door Improvements	\$10,000	Not started, waiting on specialty contractor	21-36(S-2)(A)
Fish Grinder Building Replacement	\$100,000	Special Projects applied for an Alaska Fish and Game grant to pay for the building; will hear decision in July 2023	21-36(S-2)(A)

FY24/25 Proposed Projects

Description	Amount Requested	CM Approved?
New Patrol Truck	\$55,000	YES – Port Fleet Reserve
Port Maintenance Plow Truck	\$60,000	YES – Port Fleet Reserve
Ice Metering System	\$145,000	YES – Port Reserve
Outfall Line Pump	\$25,000	YES – Port Reserve
Harbor Bottom Survey	\$25,000	YES – Port Reserve
Tank 1 Sludge Removal	\$40,000	YES – Port Reserve
Electrical Works for Sewage Lift Station – Fish Grinder	\$40,000	YES – Port Reserve
Paid Parking Program Expansion – Planning and Permitting	\$60,000	YES – Port Reserve
Camera System Ramps 1-5	\$344,000	NO
Wood Grid Replacement Engineering	\$25,000	NO
Fish Grinder Building	\$300,000	NO
Spit Parking Lot Storm Drain Project	\$1,198,628	NO

Anticipated FY26/27 Projects

It is expected that much of FY26/27 will be driven by how successful we are at landing grant funds for various large projects.

2023-2028 Capital Improvement Plan Projects

Description	Projected Total Cost
Port of Homer: New Large Vessel Harbor	\$278,000,000
Homer Harbor Critical Float System Replacements: Systems 1 & 4	\$41,000,000
Homer Spit Coastal Erosion Mitigation	\$3,960,000
Nick Dudiak Fishing Lagoon Accessible Ramp & Fishing Platform	\$770,000
Homer Spit Campground Renovations	\$95,000
Barge Mooring & Large Vessel Haul Out Repair Facility	\$5,297,626
Fish Grinding Building Replacement	\$275,000
Harbor Ramp 8 Public Restroom	\$400,000
Homer Harbor Dredging	\$980,000
Homer Harbor Security Cameras: Ramp 1-5 Access Points	\$120,000
Ice Plant Upgrades	\$40,000
Large Vessel Sling Lift, Phase 1	\$65,000
Steel Grid Repair (engineering and design)	\$25,000
Wood Grid Replacement (engineering and design)	\$25,000

Public Works Department (General Fund)

The City of Homer Public Works Department is located at 3575 Heath Street. The Public Works capital items will be separated between general fund and the utility fund.

Open Projects from Capital Budgets and Off-Cycle Appropriations

Description	Amount Requested	Status	Ordinance
Replacement E-103 Bldg Maint. Van	\$50,000	On order	21-36(S-2)(A)
Replacement E-126 Bldg Maint. Vehicle	\$50,000	Attempting to order	21-36(S-2)(A)
Demolish HERC2	\$153,000	Task order for PCB testing approved by Resolution 23-027	22-45
Mariner Park Lagoon Maintenance	\$6,000	Planned for next year	21-36(S-2)(A)
Skatepark Upkeep	\$10,000	Small projects completed in 2022, more expected in 2023	21-36(S-2)(A)
Airport ADA – Restrooms, Fountain, etc.	\$14,400	Initial design complete for concept	21-36(S-2)(A)
City Hall ADA – Ramp	\$14,400	Designed and Fire Marshall approval has been granted; implementation to be handled with Community Assistant Program funds appropriated by Council in 2022	21-36(S-2)(A)
Airport Terminal Painting (Exterior)	\$21,000	On hold, discovered damaged siding that may change scope of project	21-36(S-2)(A)
On-call Kachemak Bay Conservation Society	\$25,000	Working on a Kachemack sponge related project	22-77
Master Transportation Plan Update	\$185,368	Work is underway	22-38
Green Infrastructure Research – Appraisals	\$80,000	Appraisals and other fieldwork complete; future work to be funded by grants	22-08
Green Infrastructure Research	\$60,000	Measuring glow and ground water data currently	22-08

Design Criteria Manual	\$15,000	Nearing completion, expect before the end of the fiscal year	22-07
Ben Walters Way Sidewalk Design and Survey	\$100,000	Design is 65% complete	21-36(S-2)(A)
Ground Water Research	\$75,000	Work is underway by KBNERR	21-36(S-2)(A)

FY24/25 Proposed Projects

Description	Amount Requested	CM Approved?
ADA Family Restrooms at Airport	\$50,000	YES – General CARMA
Airport Terminal Sidewalk Repairs	\$76,175	YES – General CARMA
Vehicle Replacement (E-130, E-114)	\$51,667	YES – HART Roads
GIS Upgrade	\$16,490	YES – General CARMA
HERC II Abatement and Demolition	\$325,000	NO
HERC I Roof Inspection	\$15,000	YES – General CARMA
Karen Hornaday Park Master Plan	\$50,000	YES – General CARMA
Nuclear Compaction Testing Device	\$20,000	YES – HART Roads
Air Conditioning Unit for PW Server Room	\$8,000	YES – General CARMA
HERC I Hazmat Abatement/Demo Design	\$75,000	NO
Tenant Improvements at Kachemak Center	\$40,000	NO
Kachemak Sponge Green Infrastructure Project – Design	\$354,050	Supported by a grant
Heath Street – Pavement Restoration Project	\$2,328,668	NO
Grader	\$365,000	NO
Kachemak Sponge Green Infrastructure Project – Property Acquisition	\$418,100	YES – HART Roads
Kachemak Sponge Green Infrastructure Project – Construction of Stormwater Facilities	\$2,459,080	NO
Fuel Island Replacement – Construction	\$190,000	YES – HART Roads
Bishop’s Beach Restroom Replacement – Construction	\$400,000	NO
Bunnell Ave Road Restoration Project - Design	\$50,000	YES – HART Roads
Beluga Slough Green Infrastructure Project	\$125,900	YES – HART Roads
Ben Walters Sidewalk Construction	\$1,700,000	YES – HART Roads
Svedlund Herndon Sidewalk Design	\$75,000	YES – HART Roads
Iris Court Drainage	\$100,000	YES – HART Roads
Allowance for Matching Funds	\$500,000	YES – HART Roads
Drainage Management Plan	\$7,000	YES – HART Roads
Mt. Augustine Surface Water	\$193,000	YES – HART Roads
Homer Soil and Water Contract	\$20,000	YES – HART Roads
Design of PW Mechanics/Operators Shop	\$100,000	NO

Vehicle Replacement (E-129, E-120, E-107, E-101)	\$150,000	YES – HART Trails
Lee Avenue Trail	\$15,000	YES – HART Trails
Fairview Ave Trail – East - Construction	\$30,000	YES – HART Trails
Library Trails – West Lot and Storybook – ADA Upgrades	\$25,000	YES – HART Trails
Reber Trail Re-Route	\$15,000	YES – HART Trails
Trailhead Improvements	\$12,000	YES – HART Trails
Side-by-side Attachments for Trail Maintenance	\$10,000	YES – HART Trails
Powered Wheelbarrow	\$4,000	YES – HART Trails
Tajen Trail – Establishing New Tread	\$10,000	YES – HART Trails
Beauregard Court Trail – Establishing New Tread	\$10,000	YES – HART Trails
Vehicle Re-appropriation for E-129, E-120, E-107, E-101	\$150,000	YES – HART Trails

Anticipated FY26/27 Projects

Description	Projected Cost
Ohlson Lane – Construction – Road & Sidewalk	\$1,500,000
Bishops Beach Restrooms	\$500,000
Hornaday Park Restrooms	\$500,000

2023-2028 Capital Improvement Plan Projects

Description	Projected Total Cost
Slope Stability & Erosion Mitigation Program	\$8,140,000
Karen Hornaday Park Public Restroom Facility	\$425,000
New Public Works Facility	\$12,027,750
Bayview Park Restoration	\$190,000
Homer Spit Trailhead Restroom	\$400,000
Jack Gist Park Improvements, Phase 2	\$60,000
Ben Walters Lane Sidewalk Facility	\$1,673,436
Heath Street Rehabilitation	\$4,100,000
Homer Airport Terminal Improvements	\$1,402,570
Homer All Ages & Abilities Pedestrian Pathway	\$3,900,000
Svedlund/Herndon Street Sidewalks	\$1,600,000
Wayfinding & Streetscape Plan Implementation	\$271,000

Public Works Department (Utility Fund)

The City of Homer Public Works Department provides water and sewer utility services. The wastewater treatment plan is located at 3575 Heath Street and the water treatment plant is located on Skyline Drive.

Open Projects from Capital Budgets and Off-Cycle Appropriations

Description	Amount Requested	Status	Ordinance
Interim Financing to Complete East Bunnell Ave/Charles Way Water/Sewer	\$482,412	Just approved, project to start soon	23-10
RWP-1 Balance Motor/Shaft	\$50,000	Utility state were able to make adjustments that will avoid this expenditure; money to return to HAWSP	22-60
Replace UV System	\$430,000	Not ready to complete this year	22-60
Bunnell/Charles Water Main Extension	\$525,637	Chose a contractor, contract executed, construction prep underway	22-18(S)
Bunnell/Charles Sewer Main Extension	\$418,221	Chose a contractor, contract executed, construction prep underway	22-18(S)
Alder Lane Water Improvement Project	\$333,670	Project complete, working on closing it out	22-06(S); 20-83
Pennock Street Water Main Gap	\$45,000	Developer has not followed through, cancelling appropriation and sending money back to HAWSP	22-03
Tasmania Court Water and Sewer Improvements	\$138,399	Project is complete	21-71
Water Main Extension on East Hill Road	\$70,485	Expected completion by June 2023	21-69
Ground Water Research	\$75,000	Work is underway by KBNERR	21-36(S-2)(A)
Fire Hydrant Replacement Program	\$100,000	Under review	22-37
PR Station Hatch Improvement	\$35,279	Nearing completion, one more hatch required	21-36(S-2)(A)
½ of Utility Financial Management	\$8,646	Original project complete; may	21-03

		conduct one more related plan under contract	
Rehab of Electrical Control Works for Lift Stations	\$271,517	Project in process	22-80
Broken Clarifier Belt at WWTP	\$966,444	Project underway	22-55; 22-34(S); 22-73(S)
Repair Pond Liner at Sewer Treatment Plant	\$25,000	Waiting for fix on effluent pipe before proceeding	22-29
½ of Utility Financial Management	\$8,646	Original project complete; may conduct one more related plan under contract	21-03

FY24/25 Proposed Projects

Description	Amount Requested	CM Approved?
Coatings for Digestors	\$300,000	NO
Coatings for Clarifiers	\$450,000	NO
Replace Water Meters	\$50,000	YES – Water CARMA
Million Gallon Water Tank Aeration System	\$60,000	YES – Water CARMA
Raw Water Line Replacement Design	\$86,000	YES – Water CARMA
PRV Replacement West Trunk Line	\$21,000	YES – Water CARMA
Final Design – Beluga Lift Station	\$100,000	YES – Sewer CARMA
Paintbrush Booster Station Pump Upgrade	\$250,000	YES – Water CARMA
WTP Membrane Filter Train FY24	\$80,000	YES – Water CARMA
WTP Membrane Filter Train FY25	\$80,000	YES – Water CARMA
WWTP Aeration Pond Effluent Box	\$73,000	NO
Kachekmak City Septic Pumping Contract	\$55,770	NO
Transfer Switch STP	\$38,500	YES – Sewer CARMA
Dredge Sludge Lagoon at WTP	\$60,000	NO
Design for Replacing 8” Cast Iron Distribution Line	\$90,000	YES – Water CARMA
Master Water & Sewer Plan	\$90,000	NO
Electrical Works for Sewage Lift Station – 30 Acres	\$67,000	NO
Spit Parking Lot Storm Drain Project	\$1,198,628	NO
Fleet Replacement	\$50,000	YES – Water CARMA
Vehicle Replacement (E-131, E-130, E-114)	\$66,667	YES – Water CARMA
Vehicle Replacement (E-131, E-130, E-114)	\$66,667	YES – Sewer CARMA

2023-2028 Capital Improvement Plan Projects

Description	Projected Total Cost
A-Frame Water Transmission Line	\$804,092

Beluga Sewage Lift Station	\$2,934,353
Water Storage/Distribution Improvements	\$10,438,214

Fund Overviews

General Fund Fleet CARMA – Fund 152

Fleet CARMA - Fund 152						
Current Information - as of 4/21/23						
Fund Name	Current Balance	Encumbrances	Available Balance			
General Fund Fleet CARMA	\$ 1,276,595	\$ 546,108	\$ 730,487			
Open Encumbrances - as of 4/21/23						
Description	Requestor	ORD #	Amount Remaining			
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			
			\$ 546,108			
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			
			\$ 165,000			
Future Fund Activity						
Activity Description	FY23 Amount*	FY24 Amount	FY25 Amount			
Operating Budget Transfer	\$ -	\$ -	\$ -			
Proposed Purchase of Ladder Truck (Used)*	\$ (230,000)					
Net Activity	\$ (230,000)	\$ -	\$ -			
Proposed Future State						
Fund Name	Current Balance	Encumbrances	FY23 Net Activity	Projects	Available Balance	
General Fund Fleet CARMA	\$ 1,276,595	\$ 546,108	\$ (230,000)	\$ 165,000	\$ 335,487	
Fleet CARMA Ending FY25 Balance (Est.):	\$ 335,487					

*Pending Council approval - Ordinance to be introduced 4/24

General Fund CARMA – Fund 156

General CARMA - Fund 156			
Current Information - as of 5/3/23			
Account Name	Current Balance	Encumbrances	Available Balance
General	\$ 1,829,828	\$ 560,536	\$ 1,269,292
Seawall	\$ 40,919	\$ -	\$ 40,919
HERC	\$ 290,155	\$ 138,075	\$ 152,081
Fishing Hole	\$ 91,351	\$ -	\$ 91,351
Total - General Fund CARMA	\$ 2,252,253	\$ 698,611	\$ 1,553,642

Open Encumbrances - as of 5/3/23			
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)	\$ 86,947
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)	\$ 19,492
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
			\$ 698,611

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
			\$ 627,397

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

General Fund CARMA – Fund 156 – Continued

Account Name	Proposed Future State				
	Current Balance	Encumbrances	FY23 Net Activity	Projects	Available Balance
General	\$ 1,829,828	\$ 560,536	\$ -	\$ 627,397	\$ 641,895
Seawall	\$ 40,919	\$ -	\$ -	\$ -	\$ 40,919
HERC	\$ 290,155	\$ 138,075	\$ 311,216	\$ -	\$ 463,297
Fishing Hole	\$ 91,351	\$ -	\$ -	\$ -	\$ 91,351
	<u>\$ 2,252,253</u>	<u>\$ 698,611</u>	<u>\$ 311,216</u>	<u>\$ 627,397</u>	<u>\$ 1,237,461</u>

General CARMA Ending FY25 Balance (Est.): \$ 1,237,461

*Pending Council approval - Ordinance yet to be introduced

Utility CARMA – Fund 256

Utility CARMA - Fund 256			
Current Information - as of 5/3/23			
Account Name	Current Balance	Encumbrances	Available Balance
Water	\$ 2,215,936	\$ 117,260	\$ 2,098,676
Sewer	\$ 2,120,430	\$ 1,257,852	\$ 862,578
	<u>\$ 4,336,366</u>	<u>\$ 1,375,112</u>	<u>\$ 2,961,254</u>

Open Encumbrances - as of 5/3/23			
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 - Continued

Utility CARMA - Fund 256				
Account Name	Proposed Future State		FY23 Net Activity	Available Balance
	Current Balance	Encumbrances		
Water	\$ 2,215,936	\$ 117,260	\$ (93,196)	\$ 2,005,480
			FY24 Projects \$	(753,667)
			FY24 Net Activity \$	309,240
			FY24 Ending Balance \$	1,561,054
			FY25 Projects \$	(80,000)
			FY25 Net Activity \$	316,946
			FY25 Ending Balance \$	1,798,000
Account Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
Sewer	\$ 2,120,430	\$ 1,257,852	\$ (4,149)	\$ 858,429
			FY24 Projects \$	(330,167)
			FY24 Net Activity \$	254,332
			FY24 Ending Balance \$	782,594
			FY25 Projects \$	-
			FY25 Net Activity \$	272,020
			FY25 Ending Balance \$	1,054,614
Utility CARMA Ending FY25 Balance (Est.):	\$ 2,852,614			

(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

Port & Harbor Fleet - Fund 452			
Current Information - as of 4/21/23			
Fund Name	Current Balance	Encumbrances	Available Balance
Harbor Fleet	\$ 139,514	\$ 2,120	\$ 137,394

Open Encumbrances - as of 4/21/23			
Description	Requestor	ORD #	Amount Remaining
Port Maint. Mobile Welding Trailer	Port	21-36(S-2)(A)	\$ 2,120
			<u>\$ 2,120</u>

Requested Projects			
Description	Requestor	Fiscal Year	Requested Amount
Patrol Truck	Port	FY24	\$ 55,000
Port Maintenance Plow Truck	Port	FY24	\$ 60,000
			<u>\$ 115,000</u>

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

Port & Harbor Reserve - Fund 456			
Current Information - as of 4/21/23			
Account Name	Current Balance	Encumbrances	Available Balance
Harbor General	\$ 2,180,187	\$ 807,584	\$ 1,372,603
Load and Launch	\$ 314,381	\$ -	\$ 314,381
	<u>\$ 2,494,568</u>	<u>\$ 807,584</u>	<u>\$ 1,686,984</u>

Open Encumbrances - as of 4/21/23			
Description	Requestor	ORD #	Amount Remaining
Parking Signage and Mobile Parking Delineation Barriers	Port	23-14	\$ 25,000
Professional/Technical Support for PID Grant Application	Port	23-12	\$ 63,070
Parking Kiosks and Management Software	Port	23-04	\$ 14,199
Owner's Representative	Port	22-78(A)	\$ 408,073
Design of Parking Improvements to Select Lots	Port	22-78(A)	\$ 14,928
Crane 7 Rebuild	Port	22-66	\$ 69,110
R&M Consultants - Grant Assistance	Port	22-19(A)	\$ 15,268
Float Repair for End Caps K thru Q	Port	21-52	\$ 58,100
Deep Water Dock Security Gate	Port	21-36(S-2)(A)	\$ 3,980
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>\$ 807,584</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	\$ -	\$ -
Net Activity	\$ 1,022,861	\$ 815,157	\$ 742,704

Port & Harbor Reserve – Fund 456 Continued

Account Name	Proposed Future State			
	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
Harbor General	\$ 2,180,187	\$ 807,584	\$ (500,000)	\$ 872,603
			FY24 Projects	\$ (335,000)
			FY24 Net Activity	\$ 315,157
			FY24 Ending Balance	\$ 852,760
			FY25 Projects	\$ -
			FY25 Net Activity	\$ 242,704
			FY25 Ending Balance	\$ 1,095,464
Account Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
Harbor Match	\$ -	\$ -	\$ 1,493,675	\$ 1,493,675
			FY24 Projects	\$ -
			FY24 Net Activity	\$ 500,000
			FY24 Ending Balance	\$ 1,993,675
			FY25 Projects	\$ -
			FY25 Net Activity	\$ 500,000
			FY25 Ending Balance	\$ 2,493,675
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	\$ 1,095,464			
Harbor Match	\$ 2,493,675			
Load and Launch	\$ 343,567			
Port & Harbor Reserve Ending FY25 Balance (Est.):	\$ 3,932,706			

*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

HART Roads - Fund 160				
Current Information - as of 5/3/23				
Account Name	Current Balance	Encumbrances	Available Balance	
HART Roads	\$ 5,967,672	\$ 318,095	\$ 5,649,577	

Open Encumbrances - as of 5/3/23			
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 ²	\$ 500,000	\$ -	\$ -	
HART Roads to Non-Motorized Transportation Program Transfer ⁴	\$ (500,000)	\$ -	\$ -	
Non-Motorized Transportation Program from HART Roads Transfer ²	\$ 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	\$ -	\$ -	
Net Activity	\$ (866,100)	\$ 730,666	\$ 788,948	

HART Roads - Continued

Account Name	Proposed Future State		FY23 Net Activity	Available Balance
	Current Balance	Encumbrances		
HART Roads	\$ 5,967,672	\$ -	318,095	\$ (1,986,100)
				FY24 Projects \$ (3,070,667)
				FY24 Net Activity \$ 730,666
				FY24 Ending Balance \$ 1,323,476
				FY25 Projects \$ -
				FY25 Net Activity \$ 788,948
				FY25 Ending Balance \$ 2,112,424
Account Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
HART Roads Match	\$ -	\$ -	\$ -	\$ 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
				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
				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	\$ -	\$ -	\$ -	\$ 20,000
				FY24 Projects \$ -
				FY24 Net Activity \$ -
				FY24 Ending Balance \$ 20,000
				FY25 Projects \$ -
				FY25 Net Activity \$ -
				FY25 Ending Balance \$ 20,000
Account Name				
HART Roads	\$ 2,112,424			
HART Roads Match	\$ 500,000			
Non-Motorized Transportation Opportunity Program	\$ 500,000			
Small Works Roads Maintenance Program	\$ 100,000			
Small Works Pest Management Program	\$ 20,000			
HART Roads Ending FY25 Balance (Est.):	\$ 3,232,424			

*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

HART Trails			
Current Information - as of 4/21/23			
Account Name	Current Balance	Encumbrances	Available Balance
HART Trails	\$ 1,040,630	\$ 20,000	\$ 1,020,630

Open Encumbrances - as of 4/21/23			
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
			<u>\$ 20,000</u>

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
			<u>\$ 386,000</u>

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 - Continued

Account Name	Proposed Future State		FY23 Net Activity	Available Balance
	Current Balance	Encumbrances		
HART Trails	\$ 1,053,697	\$ 20,000	\$ (241,706)	\$ 791,991
			FY24 Projects \$	(386,000)
			FY24 Net Activity \$	88,532
			FY24 Ending Balance \$	494,523
			FY25 Projects \$	-
			FY25 Net Activity \$	83,644
			FY25 Ending Balance \$	578,167
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				
HART Trails	\$ 578,167			
Non-motorized Transportation Opportunity Program	\$ 100,000			
Small Works Trails Maintenance Program	\$ 100,000			
HART Trails Ending FY25 Balance (Est.):	\$ 778,167			

*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

HAWSP

COMING SOON

Other Notable Funds

Land Reserves – Fund 150

The Land Reserves Fund is used to purchase lands with a strategic value to the City. An expected future purchase taking advantage of this fund is land for a new Public Works campus located outside of the tsunami zone. Staff has been working with the City’s realtor to located and purchase an appropriate parcel.

Land Reserves - Fund 150				
Current Information - as of 4/21/23				
Fund Name	Current Balance	Encumbrances	Available Balance	
Land Reserves	\$ 971,753	\$ 62,488	\$ 909,264	
Open Encumbrances - as of 4/21/23				
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	
			<u>\$ 62,488</u>	
Requested Projects				
Description	Requestor	Fiscal Year	Requested Amount	
			<u>\$ -</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	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			

Police Station Debt Service Fund – Fund 154

The Police Station Debt Service Fund exists to pay off the bond debt for the new police station which was opened in 2020. We are forecasting that the City will have sufficient funds to pay off the bond debt during FY25, possibly the very end of FY24.

Police Station Debt Service - Fund 154				
Current Information - as of 4/21/23				
Fund Name	Current Balance	Encumbrances	Available Balance	
Police Station Debt Service	\$ 1,504,099	\$ -	\$ 1,504,099	

Open Encumbrances - as of 4/21/23			
Description	Requestor	ORD #	Amount Remaining
			\$ -

Requested Projects			
Description	Requestor	Fiscal Year	Requested Amount
			\$ -

Activity Description	Future Fund Activity			
	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

Fund Name	Proposed Future State			
	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
Police Station Debt Service	\$ 1,504,099	\$ -	\$ -	\$ 1,504,099
			FY24 Projects \$	-
			FY24 Net Activity \$	499,520
			FY24 Ending Balance \$	2,003,619
			FY25 Projects \$	-
			FY25 Net Activity \$	531,760
			FY25 Ending Balance \$	2,535,379
Police Station Debt Service Ending FY25 Balance (Est.):	\$ 2,535,379			
			FY26 Projects \$	-
			FY26 Net Activity \$	534,010
			FY26 Ending Balance \$	3,069,390
Police Station Debt Service Ending FY26 Balance (Est.):	\$ 3,069,390			
	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

Capital Project Requests

The following tables include all requests made to the City Manager for the FY24/25 Capital Budget. Each item includes a brief description, estimated cost, and note as to whether it was approved for inclusion in the budget by the City Manager. Rejected items have brief commentary as to why.

Fleet CARMA – Fund 152

Requesting Dept./Div.	Title	Description	Request	CM Approved
Fire	Ladder Truck (Used)	As the City has grown and allowed for larger structures to be built, the addition of a ladder truck to the fire fleet has become a necessary expansion. Ladder trucks can run \$1.4 – \$1.6 million new and appropriately equipped. We have an opportunity to purchase a used ladder truck from Ketchikan and staff is currently doing due diligence to inspect the vehicle and determine if it would be a good purchase for the City.	\$230,000	YES Purchase will come before the budget is adopted due to the availability of this specific apparatus
Fire	Off-road Firefighting Apparatus	This side-by-side vehicle with upgrades to haul water and crew for fire suppression purposes would replace the capabilities of Brush-2 which is at the end of its useful life. This vehicle would ensure we retain the capability to respond to fires off the road and on beaches.	\$45,000	YES
Fire	Deputy Chief Vehicle Replacement	The Deputy Chief is required as a Command Officer and paramedic to respond directly to calls with a reliable and tactical ready vehicle. The current vehicle is 19 years old and poorly suited to the job. The new vehicle will have all the required command equipment to manage emergency and disaster situations, communications systems, ALS medical supply storage, and rescue equipment. A plow will also be added to assist with response during winter weather.	\$95,000	YES
Fire	Pumper/Tanker Contingency	Council approved the purchase of an Enforcer 2500 gallon tender fire truck with Ordinance 22-22 at a price not to exceed \$800,000. The City received a large discount for prepayment and \$93,394 was left unspent. Administration would like to set \$25,000 aside as a contingency and return the rest (\$68,394) to Fleet CARMA.	\$25,000	YES
Fire	Engine-4 Replacement	Engine-4 is an essential part of the firefighting fleet in the city and is vital to sustaining an ISO rating that has been enjoyed by tax payers for years. Engine-4 is 40 years old, 20 years overdue for replacement and will not be classified during the next ISO visit due to its age which will have a noticeable impact on insurance premiums (increasing) on all insured businesses and homeowners in Homer. Engine-4 did not pass its last pump test in June of 2022 and was down with mechanical issues (failed brakes) for more than 5 months. With Engine-4 unable to pass its pump test it is essentially out of service and not to be used, leaving us with only one Engine.	\$819,000	NO Expecting an opportunity to purchase a ladder truck before FY24/25 is adopted; this request should be seriously considered at the time of the mid-biennium adjustment, if not sooner
Public Works	Grader	Procure a grader for the purpose of plowing snow, grading roads, repairing water/utilities, and otherwise supporting the installation and maintenance of PW infrastructure.	\$365,000	NO

General CARMA – Fund 156

Requesting Dept./Div.	Title	Description	Request	CM Approved
Admin	HERC Match Funds	Move money remaining in the natural gas free main allowance account after the audit into HERC CARMA for future use	\$311,216	YES
Community Recreation	Bounce House	In an effort to provide additional fun, active and engaging programs specifically for the younger youth demographic. A bounce house would provide indoor and outdoor opportunities. The estimate includes shipping cost	\$15,000	NO
Community Recreation	Recreation Management Software	Software would be used to improve and streamline the overall operations of the division by allowing for: online registration and payment; improved scheduling and communications; participant tracking; etc.	\$11,000	NO Community Rec only does \$30-40k per year in fees. A cheaper mobile solution or kiosk may be a better fit for the interim period between now and the HERC Replacement
Fire	Fire Hose Replacement	The existing fire hose system used to fight structural, vehicle, marine, and industrial fires is due to be replaced.	\$78,000	YES
Human Resources	Personnel Regulations and Salary Schedule Overhaul	Both personnel regulations and salary schedule-related items need to be reviewed and updated intermittently to keep up with trends in the workplace and a changing legal environment. This project would be used to hire a consultant to help staff update and modernize current HR systems	\$75,000	YES
IT	Upgrade City Workstations to Microsoft Office 2021	Most City workstations are running Office 2016. The IT Division recommends updating all of these machines to Office 2021.	\$40,000	YES
IT	NextGen Firewall	Unlike a traditional firewall, which prevents or allows network traffic based on simple criteria like source or destination, NextGen firewalls perform realtime deeper analysis of packet-level information as it enters the network to monitor for malicious content.	\$50,000	YES
IT	Upgrade Internet Link for City Hall	Industry standards generally recommend 5-15Mbps per office worker for Internet connectivity. Twenty office workers typically work from City Hall, sharing a 35Mbps link to the Internet, or about 1.75Mbps per office worker. Additionally, the City Hall link supports digital phones for all city staff, the city email server, business applications such as finance software, as well as video-conferencing from Council	\$30,000	YES

		Chambers. A fiber optic connection to the building would allow a bandwidth increase to a recommended ~300Mbps to support current needs and would enable us to consider moving more applications and services to cloud-based operations.		
IT	Phone System Upgrade	The majority of the City's phone system is antiquated and has suffered multiple challenges in recent years. This project would bring the system to a modern standard. Most of our phones are roughly 20 years old. Approximately 84 phones will be replaced across the City, those at the Police Station are still relatively new and will not be replaced.	\$35,000	YES
Library	Replace Library Chairs	When the library opened in 2006, the furnishings included 84 wooden chairs, 15 soft lounge chairs, and 49 office-style rolling chairs. The wooden chairs have held up well, but the rest are wearing out. This request would replace lounge and office chairs and includes shipping and a small contingency (\$2,500).	\$45,000	YES
Police	Police Station Fencing	This request will fund the purchase and installation of security fencing around the back of the police station. The fencing will be a six foot tall, 9 gauge chain link fence with a continuous top rail and it will include one 20 foot wide sliding gate. This fencing will close off the back perimeter of the police station grounds, running on the lot line between the station and the post office. This back area of the police station grounds is shadowed, thickly vegetated in areas and hard to monitor closely on our video surveillance system due to shadows, changing terrain elevations and vegetation. It is the area most vulnerable to approach and trespass around the station.	\$27,000	YES
Police	Two Ballistic Shields	These ballistic shields will replace two shields that over 25 years old. The new models are significantly upgraded larger shields with improved protection from higher powered rounds and viewing ports. This project will be supported by approximately \$16,000 from the seized assets account which may only be used for police related purchases.	\$23,000 - \$16,268 from seized asset account and \$6732 from CARMA	YES
Police	Virtual Reality Training System	This request is for a Virtual Reality Training system from InVeris Training Solutions for patrol and jail officer training. This system is an advanced training solution that uses virtual reality, (VR), for critical, real-world preparation of our officers for use of force situations.	\$79,900	NO Attempt to fund through Homeland Security Grant Programs first
Police	Night Vision Equipment	This request is to purchase night vision equipment for 12 police officers. We currently have four units that are 15 years	\$95,000	NO Attempt to fund through

		old and in poor condition. The new equipment will consist of 10 single tube units and 2 double tube units along with the required mounting hardware. The new units mount to the officer's helmets and are adjusted to each individual officer's physical characteristics.		Homeland Security Grant Programs
Police	In-Car Video Cameras	This project will equip 12 of our patrol vehicles with in-car video cameras. It will also provide the necessary data storage and retrieval equipment. Approximately 80% of police departments are now operating with in-car video recording equipment. The recordings offer excellent documentation of what an officer saw and did during traffic stops and the subsequent encounters. The recordings obtained will primarily be used as evidence in court room proceedings. The district attorney's office is now requiring video recordings to go to trial in some driving cases. Without the recordings we are in danger of having cases dismissed. The recordings can also be used for training, liability protection, improving officer safety and providing transparency of police conduct to the public. Statistically, a police department is more likely to be sued for use of force allegations and driving related incidents versus anything else.	\$162,204 Would also include an annual expense for service and data storage	NO Attempt to fund through Homeland Security Grant Programs first
Public Works	Seawall Maintenance	To be paid from the Seawall CARMA fund within the General CARMA Fund	\$4,000	YES
Public Works	Hornaday Park Playground Improvements	The Homer Foundation's board of trustees approved the use of left over funds from the original playground project and the boat house pavillion to be used for maintenance and improvement of the existing Hornaday Park playground. The request to Council is for \$25,000, however, \$20,363 will be reimbursed by the Homer Foundation.	\$25,000 \$20,363 to be reimbursed by Homer Foundation	YES
Public Works	ADA-Family Restroom at Airport	This Request will fund the design and purchase of construction materials to build an ADA-compliant, gender-neutral Family Restroom at the Airport. The design will cost \$25,000, based on an estimate from a local architect and engineering team, mostly to address Fire Marshall requirements. Then, we would buy the construction materials and built it with PW labor, during "shoulder" seasons.	\$50,000	YES
Public Works	Airport Terminal Sidewalk Repairs	This Capital Request will fund the replacement of a portion of the concrete sidewalk at the airport that has buckled due to frost heave. The cost is based on a quote from a reputable local concrete contractor, which I incased by 10% for escalation.	\$76,175	YES

Public Works	GIS Upgrade	One-time license upgrade for GIS system, addition of two extra "seats" for Public Works employees, and two Trimble tables for field work	\$16,490	YES
Public Works	HERC I Roof Inspection	With the challenges related to demolishing the HERC structures, age of the existing roof structure, and series of buildings that have collapsed under snow weight in Alaska recently, it seems wise to inspect the existing roof to determine its condition and how much life is left in it.	\$15,000	YES
Public Works	Karen Hornday Park Master Plan	Develop a new master plan for Karen Hornaday Park	\$50,000	YES
Public Works	Air Conditioning for Public Works Server Room	Request would fund purchase of an air conditioning unit to be installed in the server room	\$8,000	YES
Public Works	Tenant Improvements for Kachemak Center	Kachemak Center is a potential rental location for Building Maintenance and Parks to reside once they leave the HERC.	\$40,000	NO Uncertain if this will be the best location, looking for alternatives
Public Works	HERC II Abatement and Demolition	Increases the funds available for the demolition of the HERC II building.	\$325,000	NO Take separate action when Admin and Council are aligned on a solution
Public Works	HERC I – HazMat Abatement/Demo Design	Fund the develop of a hazardous materials abatement and demolition plan for HERC I	\$75,000	NO Ongoing issue

Utility CARMA – Fund 256 – Water

Requesting Dept./Div.	Title	Description	Request	CM Approved
Public Works (Water)	Paint Brush Booster Station Pump Upgrade	The Paint brush booster Station supplies potable water to customers above the gravity feed water transmission main. In 2022 the electric components failed and left customer without water. The booster station was built in 2008. Parts are no longer available for this equipment. Operators were able to find old components at the STP, but those are limited. Funds will be used to replace existing booster pumps and upgrade electrical components and telemetry as needed. We submitted a ADEC SRF Questionnaire and expect this project will be added to the ADEC's Intended Use Plan, allowing us to access SRF Loan Funds.	\$250,000	YES
Public Works (Water)	WTP Membrane Filter Train FY24	This will buy one water filter membrane train for the Water Treatment Plant to replace one of the existing membrane trains that is beyond its useful life. A questionnaire for ADEC SRF has been submitted for this project.	\$80,000	YES

Public Works (Water)	WTP Membrane Filter Train FY25	This will buy one water filter membrane train for the Water Treatment Plant to replace one of the existing membrane trains that is beyond its useful life. A questionnaire for ADEC SRF has been submitted for this project.	\$85,000	YES
Public Works (Water)	Design for Replacing 8" Cast Iron Distribution Line	Fund the design of a replacement line	\$90,000	YES
Public Works	Vehicle Contingency	We have had difficulties in ordering vehicles, and when we do, the costs have gone up significantly. The intent of this funding is to cover overages for vehicles already approved in the prior budget.	\$15,000	YES

Utility CARMA – Fund 256 – Sewer

Requesting Dept./Div.	Title	Description	Request	CM Approved
Public Works (Sewer)	Transfer Switch, STP	Backup power to the Sewer Treatment Plant is provided by an on-site diesel generator. During a power outage a transfer switch automatically transfers the plant to the generator. The original switch from 1990 is not transferring power properly. Funds will be used to purchase a new transfer switch and install it.	\$38,500	YES
Public Works	Vehicle Contingency	We have had difficulties in ordering vehicles, and when we do, the costs have gone up significantly. The intent of this funding is to cover overages for vehicles already approved in the prior budget.	\$15,000	YES – Converted into a repacked request which will create a new appropriation
Public Works (Sewer)	Final Design – Beluga Lift Station	Final design of project. Eligible for ADEC loans	\$100,000	YES
Public Works (Sewer)	Coatings for Digesters	Fund the renovation of the concrete coating on the WWTP digesters. Project is eligible for Clean Water SRF and we have submitted a questionnaire to ADEC which is the first step towards getting a loan	\$300,000	NO
Public Works (Sewer)	Coatings for Clarifiers	Renovate the coating on the WWTP clarifiers. Project is eligible for Clean Water SRF and we have submitted a questionnaire to ADEC which is the first step towards getting a loan	\$450,000	NO
Public Works (Sewer)	WWTP Aeration Pond Effluent Box	Rebuild the electrical works for the aeration pond effluent box at the WWTP. A questionnaire for ADEC SRF loan funds has been submitted	\$73000	NO
Public Works (Sewer)	Portable 3 Phase Back Up Generator	Portable, 3 phase power backup generator. Public works does not have one at this time. The sewer plant does have a backup generator, but it is not always available and we need a dedicated unit in case of emergency.	\$95,000	NO
Public Works (Sewer)	Dredge Sludge Lagoon at WTP	Fund the dredging and renovation of the sludge lagoon at the WTP	\$60,000	NO
Public Works (Sewer)	Electrical Works for Sewage Lift Station – 30 Acres	Project will upgrade/renovate the electrical works at the sewage lift station on the Spit known as the 30 acres lift station.	\$67,000	NO

HART Roads – Fund 160

Requesting Dept./Div.	Title	Description	Request	CM Approved
Admin	Road Grant Matching Funds	Seed a general grant match account for roads, stormwater, and sidewalk improvements	\$500,000	YES
Public Works	Nuclear Compaction Testing Device	Device measures compaction of soil and asphalt	\$20,000	YES
Public Works	Fuel Island Replacement - Construction	The fuel island at Public Works serves as a fueling station for vehicles citywide. It is over 30 years old and nearing end of life.	\$190,000	YES
Public Works	Bunnell Ave Road Restoration Project - Design	This project will fund the design of the Bunnell Avenue Road Restoration Project – road, sidewalks, and storm drain. The Council funded the design of the Ohlson/Bunnell Pavement Restoration Project in FY23. During preliminary design, it became apparent the local property owners wanted more discussion about what to do on Bunnell Avenue. The projects were split so that we can proceed with Ohlson Lanes final design and construction while the land use issues related to Bunnell Ave are addressed in other planning processes.	\$50,000	YES
Public Works	Beluga Slough Green Infrastructure Project	This request will fund matching funds required by the ACWA Grant to design/construct a green infrastructure project at the end of Bunnell Street	\$125,900	YES
Public Works	Ben Walters Sidewalk Construction	Fund the construction of the Ben Walters Sidewalk	\$1,700,000	YES
Public Works	Svedlund-Herndon Sidewalk Design	This request will fund the design of a sidewalk that connects pedestrians from Pioneer Avenue, north on Svedlund, and then west on Herndon to the Senior Citizen Housing Project	\$75,000	YES
Public Works	Iris Court Drainage	This request will extend an existing appropriation and increase the funds available to correct a drainage problem on Iris Court	\$240,000	YES
Public Works	Kachemak Sponge Green Infrastructure Project Property Acquisition	This project will fund property acquisition for the Kachemak Sponge Green Infrastructure Project. We expect approximately \$883,524 to be covered by grant funds and the remaining \$418,100 by the City or other funders.	\$418,100	YES
Public Works	Vehicle Contingency	We have had difficulties in ordering vehicles, and when we do, the costs have gone up significantly. The intent of this funding is to cover overages for vehicles already approved in the prior budget.	\$15,000	YES – Converted into a repacked request which will create a new appropriation
Public Works	Kachemak Sponge Green Infrastructure Project Construction of Storm Water Works	The costs are eligible for ADEC SRF financing and currently listed on ADEC’s intended use plan for \$1,000,000.	\$2,459,080	NO Currently seeking other funding sources first
Public Works	Kachemak Sponge Green Infrastructure Project Design and	This request will fund the design and associated professional services for the Kachemak Sponge Green Infrastructure Project. Much of the work will be funded by a grant. The project is also listed	\$354,050	NO Currently seeking other

	Other Professional Services	on the ADEC's intended use plan for State Revolving Use Funds.		funding sources first
Public Works	Allowance for HAPP Matching Funds	This request will fund matching funds required by the RAISE Grant, for which the City has submitted an application for the planning and design of multiple non-motorized transportation improvements	\$500,000	NO Put funds towards a general HART match instead since specific grant awards are unknown at this time
Public Works	Heath Street – Pavement Restoration Project	Project design was funded in FY23 and implementation programmed into the Road Financial Plan. The cost estimate is based on the 35% design, which calls for the rebuilding of Heath Street from the Sterling Highway to the High School. As the design progresses, we will be isolating which portions of the street need to be rebuilt	\$2,328,668	NO Reconsider during mid-biennium adjustment if adequate funds are available
Public Works	Public Works Mechanics/Operators Shop - Design	This request will fund design and related professional services for a new mechanics and operators shop	\$100,000	NO Still seeking property

HART Trails – Fund 165

Requesting Dept./Div.	Title	Description	Request	CM Approved
Economic Development	Wayfinding and Streetscape Implementation	Phase one of wayfinding implementation with a focus on pedestrian trailheads, wayfinding in downtown, at Spit campgrounds and major Spit facilities, and Baycrest visitor kiosk.	\$50,000	YES
Economic Development	Trail Design Criteria Manual Update	The current manual was created in 2009. Since then, new guidelines have been proposed for ADA access, which should be incorporated into City trail standards. Project intended for FY25 so the City has time to learn policy issues with the new requirements for non-motorized transportation in new subdivisions. Year round trail maintenance considerations also need to be incorporated into trail standards.	\$50,000	YES
Public Works	Lee Avenue Trail	Fund the completion of a new trail on Lee Avenue between Heath Street and Kachemak Way	\$20,000	YES
Public Works	Fairview Ave Trail – East – Construction	This project will fund the construction of upgrades to Fairview that connects with the high school	\$30,000	YES
Public Works	Library Trails – West Lot and Storybook – ADA upgrades	The City recently adopted a plan for developing improvements to the Library's West Lot. Part of those call for upgrading the existing trails to ADA standards.	\$25,000	YES
Public Works	Reber Trail Re-Route	This project will re-route and reconstruct the upper portion of the Reber trail to reduce the grade and/or build "steps" into the hillside to break up the steep slope.	\$15,000	YES
Public Works	Trailhead Improvements	This project will improve several trailheads on existing trails to make them more visible, add parking, and install signage. Trailheads include: Karen Hornaday Natural Trail at the west end of Danview, Lower Reber Trail at the west end of	\$12,000	YES

		Fairview Avenue, Poopdeck Trail at Pioneer Avenue, Library Story Trail where it intersects with Lucky Shot Road.		
Public Works	Side-by-side Attachments for Trails Maintenance	This project will purchase attachments that will turn the Parks division's side-by-side into an efficient winter trail maintenance tool by equipping it with an enclosed "cab", cab heater, winch, snow plow, and	\$10,000	YES
Public Works	Powered Wheelbarrow	This piece of equipment will enable our Trail Maintenance crew to more effectively provide maintenance by helping to convey sand bags, tools, mulch, gravel, and the variety of other supplies needed to maintain trails.	\$4,000	YES
Public Works	Tajen Trail – Establishing New Tread	This project will build out Tajen Trail into a usable pedestrian route in a new subdivision.	\$10,000	YES
Public Works	Beauregard Court Trail – Establishing New Tread	This project will build out Beauregard Court Trail into a usable pedestrian route to connect a new subdivision of Jack Gist Park	\$10,000	YES
Public Works	Vehicle Re-appropriation for E-129, E-120, E-107, E-101	We have had difficulties in ordering vehicles, and when we do, the costs have gone up significantly. The intent of this funding is to extend the original appropriations and include additional funds to ensure we can afford the vehicles at current prices.	\$150,000	YES

HAWSP – Fund 205

Requesting Dept./Div.	Title	Description	Request	CM Approved
Admin	Water/Sewer Expansion Grant Match	Seed a general grant match account for water and sewer expansion projects	TBD	
Public Works	Master Water and Sewer Plan	Develop a new water/sewer master plan. This plan is eligible for ADEC Drinking Water and Clean Water loans and the high probability of being awarded Principal Forgiveness subsidies. ADEC likes communities who care enough to plan their infrastructure.	\$90,000	NO Seeking other funding opportunities first
Public Works	Bishop's Beach Restroom Replacement	This project will fund the construction of a new plumbed restroom at Bishop's Beach Park	\$400,000	NO

Port & Harbor Fleet – Fund 452

Requesting Dept./Div.	Title	Description	Request	CM Approved
Port	Patrol Truck	Harbor officers use the patrol vehicles throughout the various shifts to keep watch over the facilities. This expenditure replaces patrol truck 400 built in 2010. Once the new truck is in service, truck 400 will be moved to finish its useful life with seasonal port staff.	\$55,000	YES
Port	Port Maintenance Plow Truck	Port Maintenance has the responsibility of keeping the docks, ramps, ramp approaches, and some key parking areas cleared of snow.	\$60,000	YES

Port & Harbor Reserves – Fund 456

Requesting Dept./Div.	Title	Description	Request	CM Approved
Admin	Future Grant Match Start of FY24	Create a Harbor Grant Matching Fund and seed it with \$500,000 already in Port Reserves	\$993,675	YES
Admin	Future Grant Match FY24	Add \$500,000 at the end of FY24	\$500,000	YES
Admin	Future Grant Match FY25	Add \$500,000 at the end of FY25	\$500,000	YES
Port	Outfall Line Pump	Purchase a spare replacement pump for the City outfall line. This outfall line is connected to the fish grinder building and its purpose is to pump the ground fish materials to the disposal site between the first and second Pioneer Dock mooring dolphins at the end of the Homer Spit	\$25,000	
Port	Ice Metering System	This metering equipment upgrade will allow us to more accurately dispense the ice that we sell at the Fish Dock. The metering system currently in use for ice delivery is original equipment, not repairable, and also not accurate resulting in over-delivery of ice.	\$145,000	YES
Port	Harbor Bottom Survey	Survey the entire small boat basin and calculate the amount of materials that would need to be removed to get back to design depth. Based on the total number of cubic yards to be removed we would be able to estimate the cost to re-dredge the nonfederal portion of the harbor basin	\$25,000	YES
Port	Tank 1 Sludge Removal	Port Maintenance is tasked with collecting the used oil, antifreeze, filters, and absorbent rags from the ramp two and ramp seven collection satellite buildings. The materials are processed through our used oil building next to the Port Maintenance shop. We have three 10,000 gallon used oil tanks that we store the collected oil in. In an as needed agreement we pay a firm to pump the collected used oil into a tank truck and transport to a processing facility in Anchorage. Over time sludge (heavy contaminated oil waist) has accumulated on the bottom of the tanks resulting in less storage capacity. With this project, a team will be hired to clean the sludge out of the bottom of one of the three storage tanks.	\$40,000	YES
Public Works (Sewer)	Electrical Works for Sewage Lift Station – Fish Grinder	Project will upgrade/renovate the electrical works at the sewage lift station at the Fish Grinder.	\$40,000	YES
Port	Paid Parking Program Expansion – Planning and Permitting	The Spit’s parking inventory is frequently overlapped by state highway right-of-way which complicates its	\$60,000	YES

		usage for parking purposes. This program will plan, permit, survey, and design solutions that will allow for the safe and efficient expansion of paid parking on the Spit.		
Port	Camera System Ramps 1-5	A project designing the system was funded in the previous budget. Cameras have been very effective to deter theft, vandalism, and facility misuse. Ramps 1 thru 5 are very high use areas of the harbor and having a reliable camera system to support our mission will be a huge benefit to vessel, business, and vehicle owners in those areas.	\$344,000	NO This project can wait while larger financial needs are considered
Port	Wood Grid Replacement Engineering	Staff have determined that the Wood Grid is very near its end of life from a safe operations use standpoint. During the CIP review the Wood Grid was moved up to level 1 of importance in the Capital improvement project list by the port commission and council. Phase 1 of this project will be to complete engineering and design for the replacement of this vessel maintenance facility.	\$25,000	NO Wood grid is only expected to generate \$6,000 in usage for FY23; value of retaining this amenity needs to be evaluated
Port	Fish Grinder Building	Design and construct a new building for the Fish Grinder. This project, since it involves the disposal of waste products, qualifies for ADEC SRF loans. A questionnaire has been submitted.	\$300,000	NO Currently seeking other funding sources first
Port	Spit Parking Lot Storm Drain Project	This project will upgrade several parking lots on the Spit with paving and storm drain improvements so that the Enterprise can charge for parking. This project, since it involves storm water collection and treatment, qualifies for ADEC SRF funds. A questionnaire has been submitted.	\$1,198,628	NO Wait on outcome of loan questionnaire

Fleet Overview

The City's fleet is attempting to go through a transformation. We have many older vehicles, particularly in the Fire Department, which need to be replaced in order to continue to meet Departmental missions. We budgeted for big strides in the FY22/23 Capital Budget, however, we have faced many supply chain challenges which have included extended wait times, or even extended periods of time in which dealers will not even take orders for new vehicles.

The following list shows all current fleet vehicles, pumps, plows, and other equipment maintained by the Public Works Motor Pool. The data contained within the table, direct from our rolling stock asset management program, includes the manufacture date and expected life span of the various items. There is also a Risk Rating which scores items from one to five, with one being low risk and five being high risk. The Risk Rating is a composite of a Likelihood of Failure (LOF) rating and a Consequence of Failure (COF) rating.

Department	Asset ID	Asset Description	Manufacture Date	Expected Life	Risk Rating	Notes
Public Works Vehicles						
PARKS	E101	1999 RANGER	1999	15	3	
WTP/STP	E102	1999 RANGER TRUCK	1999	15	3	
BUILDING MAINT	E103	1999 FORD E250 VAN	1999	15	5	This vehicle is slated for replacement and a replacement has been ordered.
WTP/STP	E104	2000 K2500 4X4 W/ FLATBED	2000	15	3	
PARKS	E107	2001 CHEV S-10 EXTEND CAB	2001	15	4	This vehicle is slated for replacement and a replacement has been ordered.
EQ OPS	E110	2022 F550 XL 4x4 Reg Chassis	2022	15	2	
MOTORPOOL	E111	2002 JEEP WRANGLER	2002	15	3	
WTP/STP	E112	2006 FORD F-150 4X4	2006	15	3	
ENGINEERING	E113	2006 FORD F-150 4X4	2006	15	3	
ENGINEERING	E114	1997 FORD RANGER XLT 4X4	1997	15	4	This vehicle is slated for replacement and a replacement has been ordered.
METER	E115	2006 FORD F-150 4X4	2006	15	3	
EQ OPS	E116	2022 FORD F-350 4X4	2022	15	1	
WTP/STP	E117	2007 FORD F-150 4X4	2007	15	3	
PARKS	E118	2008 FORD F-250 4X4 FLATBED	2008	15	3	
MOTORPOOL	E119	2008 FORD F-350 SD FLATBED	2008	15	2	

Department	Asset ID	Asset Description	Manufacture Date	Expected Life	Risk Rating	Notes
PARKS	E120	1995 FORD F-150 4X4	1995	15	3	
BUILDING MAINT	E121	2016 CHEVY EXPRESS 2500 VAN	2016	15	2	
WTP/STP	E122	2014 F-150	2014	15	3	
EQ OPS	E123	2014 F-150	2014	15	3	
BUILDING MAINT	E125	2007 FORD EXPEDITION	2007	15	3	This vehicle was repurposed from the Police Dept.
PARKS	E126	1998 FORD EXPEDITION XLT - 4X4	1998	15	4	This vehicle was repurposed from the Police Dept.
ENGINEERING	E127	2012 CHEVY COLORADO EXT CAB	2012	15	3	
Superintendent	E128	2012 CHEVY COLORADO CREW CAB	2012	15	2	
EQ OPS	E130	1994 CHEV SVC TRK	1994	15	4	Vehicle needs replacement, chassis is overloaded.
WTP/STP	E131	1994 FORD 4X4 F-150 P/U	1994	15	4	This vehicle is slated for replacement and a replacement has been ordered.
PARKS	E132	1999 FORD F-550 2 TON 4X4	1999	12	3	Vehicle was repurposed from Equipment Operations.
EQ OPS	E134	2003 FORD F-550 2-TON 4X4	2003	12	5	
EQ OPS	E135	2013 FORD F-550 2-TON 4X4 Truck/Sander	2013	12	4	
EQ OPS	E136	2016 FORD F-550 2-TON 4x4 Truck/Sander	2016	12	4	
MOTORPOOL	E137	2000 DODGE DURANGO	2000	15	3	Vehicle was repurposed from the Police Dept.
WTR DIST	E138	2019 FORD F350 CHASSIS	2019	15	2	
WTR DIST	E139	2019 FORD F350 CHASSIS w/crane	2019	15	2	
WTR DIST	E140	2019 FORD F-150 4WD SUPERCAB	2019	15	1	
EQ OPS	E150	1986 140 G CAT GRADER	1986	20	5	Taken out of Service 2022, Surplused 2023
EQ OPS	E150-A	SNOW WING				Surplused 2023

Department	Asset ID	Asset Description	Manufacture Date	Expected Life	Risk Rating	Notes
EQ OPS	E150-B	SNOW GATE				Repurposed to E169
EQ OPS	E151	2009 ISUZU SWEEPER TRUCK	2009	20	3	
EQ OPS	E151-A	2009 ELGIN CROSSWIND FURY ST SWEEPER	2009	20	3	
EQ OPS	E152	2007 HRL-50 ROADWAY STRIPER - <i>Out of Service</i>	2007			Surplused 2023
EQ OPS	E153	2007 D37 KOMATSU DOZER	2007	20	2	
PORT MAINT.	E154	P/H MV9-WIGGINS 4X4 FORK LIFT	1982	20	3	
WTP	E155	HYSTER 50F FORK LIFT - WTP (used 5,000lb	1998	20	4	
EQ OPS	E156	2022 TOOLCAT 4W56	2022	20	1	
EQ OPS	E157	2000 FREIGHTLINER END DUMP	2000	20	4	Has Transmission issues needs replacement soon.
EQ OPS	E159	2014 PELICAN-NP SWEEPER	2014	20	2	
EQ OPS	E160	1984 FORD 4X6 2-TON VAN - STEAM TRK	1984	25	3	
EQ OPS	E161	1987 950 CAT LOADER	1987	20	5	Taken out of Service 2022, Surplused 2023
STP	E162	CASE LOADER - SKID STEER	1991	20	5	
EQ OPS	E164	1994 720A CHAMPION GRADER	1994	20	5	Replaced Transmission 2022, Became back-up 2023
EQ OPS	E164-A	SNOW WING				
EQ OPS	E164-B	SNOW GATE				
EQ OPS	E166	2020 CAT 420 XE BACKHOE LOADER	2020	15	2	
EQ OPS	E167	2021 VOLVO L110H LOADER	2021	20	2	
EQ OPS	E168	2002 163H AWD CAT GRADER	2002	20	4	Needs Replacement by 2026
EQ OPS	E168-A	RYLIND 14' SNOW WING				
EQ OPS	E168-B	WLEDKO BEALES SNOW GATE				
EQ OPS	E168-C	RYLIND 6-WAY V-PLOW				

Department	Asset ID	Asset Description	Manufacture Date	Expected Life	Risk Rating	Notes
EQ OPS	E169	1980 CAT 12G GRADER - Herdon Grader	1980	20	3	
EQ OPS	E170	2003 TOOLCAT 5600	2003	15	5	This vehicle was removed from service and surplused in 2023.E156 ordered as replacement in 2022
EQ OPS	E171	1989 FORD F800 BUCKET TRUCK	1989	20	4	
	E171A	ALTEC450H BOOM/BUCKET	1989	20	3	
EQ OPS	E172	2003 644H JD FRONT END LOADER	2003	20	3	
EQ OPS	E172-A	Plow Blade				
EQ OPS	E173	2006 KOMATSU PC160LC-7 EXCAVATOR	2006	20	3	
WTP / STP	E174	2006 KOMATSU WA100M-5 LOADER	2006	20	2	
EQ OPS	E175	2004 VOLVO WHEELED EW180B EXCAVATOR	2004	20	2	
EQ OPS	E176	2006 FREIGHTLINER - STEAM TRUCK	2006	20	3	
EQ OPS	E177	2015 MAC DUMP TRUCK	2015	20	2	
EQ OPS	E178	2018 SEWER VAC TRUCK	2018	20	2	
EQ OPS	E180	2021 CAT 160 AWD GRADER	2021	20	2	
EQ OPS	E180-A	HI-GATE SNOWGATE				
EQ OPS	E180-B					
	E181	2022 CAT 160 AWD GRADER	2022	20	1	Replacement for E164
MISCELLANEOUS						
EQ OPS	E201	STIHL MS362 CM 28" CHAINSAW	2020	10	1	
EQ OPS	E204	STIHL BR 800 BACKPACK LEAF BLOWER X-Z	2020	10	1	
	E205	TS-420 STIHL CUT-OFF SAW	2007	10	1	
	E207	DYNAPAC JUMPING JACK COMPACTOR	2004	15	1	
WTP	E219	McELROY PITBULL FUSION MACHINE (1"-4")				

Department	Asset ID	Asset Description	Manufacture Date	Expected Life	Risk Rating	Notes
EQ OPS	E222	HI-WAY TAILGATE SPREADER				
BUILDING MAINT	E223	HONDA SNOW BLOWER				
	E224	2003 ALLMAND LIGHT TOWER - USED	2003	25	3	
	E225	2007 DYNAPAC DIESEL PLATE COMPACTOR - USED	2007	25	2	
STP	E226	2007 O'BRIEN SEWER JET	2007	20	3	
WTP	E234	350 RM TAPMATE ~ LIVE TAPPING TOOL		15	3	
STP	E237	RIGID SEWER CAMERA SYSTEM				
WTP	E242	ELECTRO FUSION UNIT FOR HDPE PIPE				
MOTORPOOL	E244	MILLERMATIC 252 WELDER				
	E249	INGERSOLL RAND JACK HAMMER				
	E250	BOMAG COMPACTOR				
EQ OPS	E251	20" STIHL CHAINSAW -PW				
EQ OPS	E253	OLD SHOP AIR COMPRESSOR				
EQ OPS	E254	SULLAIR 185 MOBILE AIR COMPRESSOR				
	E255	2018 - WACKER PLATE COMPACTOR	2018	20	1	
MOTORPOOL	E256	SHOP AIR COMPRESSOR				
	E258	TS-510 STIHL CUT-OFF SAW				
EQ OPS	E259	2020 KM INTERNATIONAL ASPHALT RECYCLER	2020	20	2	
EQ OPS	E260	2002 OJK125 MELETER - CRACK SEALER	2002	20	3	
WTR DIST	E261	2020 DUSTLESS BLASTER - DB500	2020	20	1	
EQ OPS	E267	HOLMS PV 4.0 SNOW PLOW	2022	20	1	
EQ OPS	E269	2012 VAPOR STEAM GENERATOR - E176	2012	20	3	
EQ OPS	E270	TEX STEAM STEAMER - E160				
EQ OPS	E271	LAURE D50 SNOW BLOWER	2011	15	3	

Department	Asset ID	Asset Description	Manufacture Date	Expected Life	Risk Rating	Notes
WTP	E272	HONDA TRACK SNOW BLOWER				
EQ OPS	E273	STIHL 101 PRUNING SAW				
EQ OPS	E274	2018 DIAMOND - BRUSH CUTTER FOR LOADER	2018	15	2	
EQ OPS	E274A	YANMAR POWER UNIT FOR BRUSH CUTTER ATTACH.				
EQ OPS	E274B	50" DIAMOND FLAIL MOWER HEAD				
EQ OPS	E274C	DIAMOND ROTARY HEAD				
EQ OPS	E275	FAIRE SNOW BLOWER (8')				
STP	E279	PORTABLE POWER JETTER - SEWER	2007	15		
	E285	CEMENT MIXER				
EQ OPS	E287	2017 HUSQVARNA CHAINSAW 562XP 24"	2017	10	1	
EQ OPS	E289	TS 700 14 CUTQUICK CHOP SAW				
Pumps						
WTP	E202	1997 GORMAN RUPP WATER MAIN BOOSTER PUMP	1997	20		
	E203	1996 3" DIAPHRAGM PUMP	1996	20		
	E208	4 " DIESEL PUMP	1981	20		
EQ OPS	E209	HONDA 3" TRASH PUMP WT30X	2013	10	1	
EQ OPS	E264	2" HONDA TRASH PUMP	2018	10	1	
	E265	FLYGT READY 4 ELEC. DEWATER PUMP	2006	15		
STP	E279	PORTABLE POWER JETTER - SEWER	1997	15		
PORT MAINT.	E282	2001 VIKING WAST OIL TRANSFER PUMP	2001	20		
		Generators				
EQ OPS	E206	2008 HONDA EU2000i PORTABLE GENERATOR	2008	15	1	
STP	E230	PERKINS MOBILE GENERATOR - 80KW	1998	20	3	
	E230-A	TRAILER - PERKINS MOBILE GEN SET	1998	20	3	

Department	Asset ID	Asset Description	Manufacture Date	Expected Life	Risk Rating	Notes
STP	E231	1990 ONAN MOBILE GENERATOR - 80 KW	1990	20	3	
	E232	YANMAR 2700 WATT PORTABLE GENERATOR	1999	15	2	
	E233	YANMAR 5500 WATT PORTABLE GENERATOR	1999	15	2	
PORT MAINT.	E235	1999 HONDA PORTABLE GENERATOR-3.5kw	1999	15	2	
PORT MAINT.	E236	1999 HONDA PORTABLE GENERATOR-3.5kw	1999	15	2	
	E241	2005 MILLER WELDER - BOBCAT 250	2005	15	3	
PORT MAINT.	E246	1999 HONDA PORTABLE GEN SET	1999	15	2	
PORT MAINT.	E252	PORTABLE HONDA GENERATOR	2005	15	2	
PORT MAINT.	E281	MILLER WELDER/GENERATOR LOCATED IN PORT VAN E422	2008	15	1	
Trailers						
PORT MAINT.	E240	T1-1996 FLATBED TRAILER	1999	20		
PARKS	E243	EQUIPMENT TRAILER - LG TILT TOP	1974	20		
PARKS	E245	PARKS UTILITY TRAILER #1	2011	20	1	
EQ OPS	E247	TRENCH BOX TRAILER	1991	20		
MOTOR POOL	E248	LIGHT VEHICLE RETRIEVAL TRAILER - DOLLY	1997	15		
EQ OPS	E276	2021 TRAFFIC CONTROL TRAILER	2021	20	1	
EQ OPS	E284	2003 TRAILMAX HEAVY EQUIPMENT TRAILER	2003	15		
MOTOR POOL	E286	2016 UTILITY_CAR HAULER TRAILER	2016	15	2	
	E288	WTP Boat Trailer				
PARKS	E210	PARKS UTILITY TRAILER #2				
MOTOR POOL	E211	Message Trailer				
MOTOR POOL	E212	Message Trailer				
MOTOR POOL	E213	Message Trailer				
MOTOR POOL	E214	Message Trailer				

Department	Asset ID	Asset Description	Manufacture Date	Expected Life	Risk Rating	Notes
Sanders						
EQ OPS	E257	MEYER LPV SPREADER/SANDER 4' STAINLESS	2017	10	3	
PORT MAINT.	E266	8' STAINLESS STEEL SPREADER P/U SANDER	2019	10	3	
PORT MAINT.	E266-A	HONDA GAS ENGINE FOR E266 SANDER				
EQ OPS	E268	2017 SWENSON SS SANDER - 1.5 CY - E135	2017	10	4	
	E268-A	HONDA GAS ENGINE FOR E268 SANDER				
EQ OPS	E277	HENDERSON 1.5 CY - 7' SS APT SANDER	2002	12	5	
	E277-A	11 HP HONDA GAS ENGINE FOR E277 SM SANDER				
EQ OPS	E278	10 CY HENDERSON SANDER - 2002	2002	15	3	
	E278-A	18 HP HONDAY GAS ENGINE FOR E278 LG SANDER				
EQ OPS	E280	2013 - 10 CY SWENSON SS AUGER SPREADER/SANDER	2013	15	3	
EQ OPS	E283	2017 SWENSON SS SANDER - 1.5 CY - E136	2017	15	4	
	E283-A	13 HP HONDA GAS ENGINE FOR E283 SANDER				
Plows - Pick Up						
BUILDING MAINT	E290	9.5' WESTERN V-PLOW (2019)	2019	10	3	
PORT MAINT.	E291	8000HD BLIZZARD STRAIGHT BLADE PLOW (2009)	2009	10	3	
EQ OPS	E292	9' WESTERN V-PLOW (2016)	2016	10	4	
PORT MAINT.	E293	MEYERS SV3 9.5	2020	10	3	
PORT MAINT.	E294	8' BLIZZARD PLOW w/ HYD WINGS (2010)	2010	10	3	
EQ OPS	E295	9' WESTERN V-PLOW (2013)	2013	10	4	
PORT MAINT.	E296	MEYERS SV 2 - 8.5' PLOW (2012)	2012	10	3	
		City Hall Vehicles				
CITY HALL	E308	2006 FORD FREESTYLE AWD BLUE	2006	20	2	

Department	Asset ID	Asset Description	Manufacture Date	Expected Life	Risk Rating	Notes
		Port/Harbor Vehicles				
PORT OPS	E400	2010 FORD F-150 NEW TO CREW 2014	2010	15	2	
PORT OPS	E401	2003 FORD F-250 4X4 Plow Truck Ice Plant	2003	15	3	
PORT OPS	E403	2009 CHEV COLORADO	2009	15	3	
	E404	2011 FORD ESCAPE HYBRID	2011	15	1	
PORT OPS	E405	2005 FORD F-150 2WD	2022	15	2	
PORT MAINT	E406	2022 FORD XL F-250 4X4 Plow Truck Maintenance	2022	15	1	
PORT OPS	E409	2016 F-SERIES SD F350 4X4 Sander	2016	15	3	
PORTS OPS	E410	P/H MV11-1995 GROVE MANLIFT	1995	20	3	
	E411	2011 VERSA HANDLER	2011	15	2	
PORT OPS	E412	T2-1995 FISH CARCASS DUMP TRAILER	1995	15	3	
PORT OPS	E413	T3-1997 PORTABLE FIRE PUMP TRAILER	1997	20	2	
PORT OPS	E414	20' PORT OPERATIONS SKIFF W/90 HP HONDA	1999	20	3	
PORT OPS	E415	2000 FISH CARCASS TRAILER	2000		3	
PORT OPS	E416	2004 FISH CARCASS TRAILER	2004	15	3	
PORT MAINT	E417	TRAILER FOR FIRE CARTS	2005	20	2	
PORT OPS	E418	2009 SWEEPSTER	2009	15	2	
PORT MAINT	E419	2006 KOMATSU WA100M-5 LOADER	2006	20	3	
PORT MAINT	E420	2011 MB SWEEPER	2011	15	3	
PORT MAINT	E421	2012 CHEVROLET SILVERADO 1500 1/2 TON	2012	15	2	
PORT MAINT	E422	2008 GENIE Z-45/25 ARTICULATING BOOM LIFT	2008	20	3	
PORT MAINT	E424	2001 F550 USED OIL VAC TRUCK	2001	20	3	
PORT MAINT	E426	2008 FORD F-350 4X4 Plow Truck	2008	15	3	
PORT MAINT	E427	1993 CHEV STEP-SIDE VAN	1993	20	3	
PORT MAINT	E428	2010 F-350 4X4 Plow Truck	2010	15	3	

Department	Asset ID	Asset Description	Manufacture Date	Expected Life	Risk Rating	Notes
PORT OPS	E429	2013 F-150 PICKUP	2013	15	2	
PORT MAINT	E430	2002, 25' Peregrine Harbor Tug W/Twin 150 HP Cummins 4B Series Engines	2002	20	3	
PORT MAINT	E431	2013 MB SWEEPER YUKON	2013	15	2	
Police Department Vehicles						
POLICE	E500	BLUE BIRD HOVER MOWER	2020	15	1	
POLICE	E501	2017 FORD EXPLORER INTERCEPTOR	2017	8	1	
POLICE	E502	2017 FORD EXPLORER INTERCEPTOR	2017	8	1	
POLICE CHIEF	E504	2018 FORD EXPLORER AWD 4DR K8AT	2018	8	1	
POLICE	E505	2015 FORD EXPLORER	2015	8	2	
POLICE	E506	2015 FORD EXPLORER (UNMARKED)	2015	8	2	
POLICE	E507	2020 FORD EXPEDITION XL	2020	8	1	
POLICE	E508	2020 FORD EXPEDITION XL	2020	8	1	
POLICE	E511	2019 CHEVY TAHOE	2019	8	1	
POLICE	E512	2019 CHEVY TAHOE	2019	8	1	
POLICE	E516	2003 FORD EXCURSION	2003	8	4	To be replaced
POLICE	E518	2007 FORD EXPEDITION	2007	8	3	To be replaced
POLICE	E519	2013 FORD EXPEDITION	2013	8	3	
POLICE	E520	MOBILE RADAR UNIT - "SMART CART"				
POLICE	E521	2015 POLARIS RZR 570	2015	12	1	Project Drive
POLICE	E521A	FOREST RIVER CARGO MATE, RZR TRAILER				Project Drive
POLICE	E523	2008 CHEV VAN (JAIL VAN)	2008	8	3	Transferred to public works, replaced by new van
POLICE	E527	2014 FORD EXPLORER	2014	8	3	
Fire Department Vehicles						
FIRE	E602	KACHEMAK CITY BUILDING AIR COMPRESSOR	2014			
FIRE	E603	INGERSOLL RAND MODEL 2340 AIR COMPRESSOR				
FIRE	E604	QUINCY AIR COMPRESSOR	1980			

Department	Asset ID	Asset Description	Manufacture Date	Expected Life	Risk Rating	Notes
FIRE	E605	2020 BAUER COMPRESSOR	2020			
FIRE	E612	2008 - ENGINE 2 - KME CUSTOM PUMPER	2008	15	3	15 yr front line, 5 yr reserve life.
FIRE	E613	2008 - BRUSH 2 - POLARIS RANGER 700	2008	15	2	Could be surplussed if we acquire new off-road vehicle inFY24/25
FIRE	E613A	2008 - BRUSH 2 - TRAILER POLARIS RANGER 700	2008	20	1	
FIRE	E614	1983 - ENGINE 4 - SPARTAN	1983	15	5	15 yr front line, 5 yr reserve life.
FIRE	E615	2013 - COMMAND-2 - FORD EXPEDITION	2013	15	1	ACTUALLY COMMAND 3
FIRE	E621	1997 - MEDIC 1 - FORD 4X4 F350	1997	12	4	6 yr front line, 12 yr reserve life. REPLACEMENT ON ORDER
FIRE	E622	2002 - MEDIC 2 - FORD F350	2002	12	3	6 yr front line, 12 yr reserve life.
FIRE	E623	2016 - MEDIC 3 - FORD F3HZ	2016	6	1	6 yr front line, 12 yr reserve life.
FIRE	E631	1990 - BRUSH 1 - FORD	1990	12	5	12 yr front line, 3 yr reserve life. SURPLUSED
CHIEF	E632	2020 - COMMAND 1 - CHEVEROLET TAHOE	2020	15	1	
FIRE	E633	2003 - UTILITY 1 - FORD F-350, CREW CAB	2003	15	2	
FIRE	E634	2001 - UTILITY 3 - F-550 FORD	2001	12	2	12 yr front line, 3 yr reserve life. SQUAD 3
OLD CHIEF	E635	2006 - UTILITY 2 - FORD EXPEDITION	2006	15	2	COMMAND 3 - Driven by Kahles
FIRE	E636A	2002 TRAILER POLARIS SPORTSMAN 6X6	2002	20	1	
FIRE	E637	2017 (ARGO) FRONTIER 8 X 8	2017	15	2	
FIRE	E637-A	2017 BIG TEX UTILITY TRAILER	2017	15	1	
FIRE	E641	1987 - TANKER 1 - HURI	1987	15	5	15 yr front line, 5 yr reserve life.
FIRE	E642	1989 - TANKER 2 - E-ONE	1989	15	5	15 yr front line, 5 yr reserve life.
FIRE	E651	1999 - RESCUE 1 TRUCK - FREIGHT LINER	1999	15	4	15 yr front line, 5 yr reserve life.

Department	Asset ID	Asset Description	Manufacture Date	Expected Life	Risk Rating	Notes
FIRE	E652	2009 ACHILLES INFLATABLE BOAT	2009	15	2	
Parks						
PARKS	E700	2017 - JOHN DEERE LAWN TRACTOR - NEW	2017	8	2	
PARKS	E701	2019 HUSQVARNA Z254 23HP KAW 54" FAB	2019	8	3	
PARKS	E702	1998 HONDA WATER PUMP	1998			
PARKS	E703	HONDA WEED TRIMMER	2001			
PARKS	E704	STIHL WEED TRIMMER - LARGE	2000			
PARKS	E705	STIHL LAWN/SIDEWALK EDGER	2000			
PARKS	E706	2019 HUSQVARNA Z254 26HP KOH 54" ZERO MOWER	2019	8	3	
PARKS	E707	2019 HONDA PUSH MOWER	2019	8	2	
PARKS	E708	1999 LANDA COLD WATER PRESSURE WASHER	1999			
PARKS	E709	DR. FIELD & BRUSH MOWER	1996	8		
PARKS	E710	2019 HUSQVARNA 48" RIDING MOWER	2019	8	3	
PARKS	E711	STIHL MM56C WEEDER/TRIMMER				
PARKS	E712	2006 HONDA 4-WHEELER	2006	15		
PARKS	E713	MS261C STIHL CHAINSAW	2015			
PARKS	E714	2019 HUSQVARNA HANDHELD BLOWER	2019			
PARKS	E715	HONDA TRIMMER	2019			
PARKS	E716	HONDA TRIMMER	2019			
PARKS	E717	BEN FIELD AND BRUSH MOWER	2020			
PARKS	E718	2019 NHU 580BTS BACKPACK BLOWER	2019			
PARKS	E719	2020 YAMAHA WOLVERINE X2	2020	15	1	
PARKS	E719-A	WOLVERINE X2 TRAILER				
PARKS	E720	HONDA LAWNMOWER	2020			
KS	E721	HONDA MOWER	2020	8	2	



Land Reserves - Fund 150

Current Information - as of 5/3/23

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

Open Encumbrances - as of 5/3/23

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 5/3/23

Fund Name	Current Balance	Encumbrances	Available Balance
General Fund Fleet CARMA	\$ 1,276,595	\$ 546,108	\$ 730,487

Open Encumbrances - as of 5/3/23

Description	Requestor	ORD #	Amount Remaining
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>\$ 546,108</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	\$ -	\$ -	\$ -
Proposed Purchase of Ladder Truck (Used)*	\$ (230,000)		
Net Activity	\$ (230,000)	\$ -	\$ -

Proposed Future State

Fund Name	Current Balance	Encumbrances	FY23 Net Activity	Projects	Available Balance
General Fund Fleet CARMA	\$ 1,276,595	\$ 546,108	\$ (230,000)	\$ 165,000	\$ 335,487

Fleet CARMA Ending FY25 Balance (Est.): \$ 335,487

*Pending Council approval - Ordinance to be introduced 4/24

Police Station Debt Service - Fund 154

Current Information - as of 5/3/23

Fund Name	Current Balance	Encumbrances	Available Balance
Police Station Debt Service	\$ 1,556,369	\$ -	\$ 1,556,369

Open Encumbrances - as of 5/3/23

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	\$ 1,556,369	\$ -	\$ -	\$ 1,556,369
			FY24 Projects	\$ -
			FY24 Net Activity	\$ 499,520
			FY24 Ending Balance	\$ 2,055,888
			FY25 Projects	\$ -
			FY25 Net Activity	\$ 531,760
			FY25 Ending Balance	\$ 2,587,649
Police Station Debt Service Ending FY25 Balance (Est.):	\$ 2,587,649		FY26 Projects	\$ -
			FY26 Net Activity	\$ 534,010
			FY26 Ending Balance	\$ 3,121,659
Police Station Debt Service Ending FY26 Balance (Est.):	\$ 3,121,659			
	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 5/3/23

Account Name	Current Balance	Encumbrances	Available Balance
General	\$ 1,829,828	\$ 560,536	\$ 1,269,292
Seawall	\$ 40,919	\$ -	\$ 40,919
HERC	\$ 290,155	\$ 138,075	\$ 152,081
Fishing Hole	\$ 91,351	\$ -	\$ 91,351
Total - General Fund CARMA	\$ 2,252,253	\$ 698,611	\$ 1,553,642

Open Encumbrances - as of 5/3/23

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 IIJA Grant Writing Services	City Hall	22-39	\$ 53,073
Licensed Microwave WAN - expires 12/31/23	IT	21-66, 18-44(A)	\$ 86,947
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)	\$ 19,492
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
			\$ 698,611

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
			\$ 627,397

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	\$ 1,829,828	\$ 560,536	\$ -	\$ 627,397	\$ 641,895
Seawall	\$ 40,919	\$ -	\$ -	\$ -	\$ 40,919
HERC	\$ 290,155	\$ 138,075	\$ 311,216	\$ -	\$ 463,297
Fishing Hole	\$ 91,351	\$ -	\$ -	\$ -	\$ 91,351
	\$ 2,252,253	\$ 698,611	\$ 311,216	\$ 627,397	\$ 1,237,461

General CARMA Ending FY25 Balance (Est.): \$ 1,237,461

*Pending Council approval - Ordinance yet to be introduced

Utility CARMA - Fund 256

Current Information - as of 5/3/23

Account Name	Current Balance	Encumbrances	Available Balance
Water	\$ 2,215,936	\$ 117,260	\$ 2,098,676
Sewer	\$ 2,120,430	\$ 1,257,852	\$ 862,578
	<u>\$ 4,336,366</u>	<u>\$ 1,375,112</u>	<u>\$ 2,961,254</u>

Open Encumbrances - as of 5/3/23

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	\$ 2,215,936	\$ 117,260	\$ (93,196)	\$ 2,005,480
			FY24 Projects \$ (753,667)	
			FY24 Net Activity \$ 309,240	
			FY24 Ending Balance \$ 1,561,054	
			FY25 Projects \$ (80,000)	
			FY25 Net Activity \$ 316,946	
			FY25 Ending Balance \$ 1,798,000	

Account Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
Sewer	\$ 2,120,430	\$ 1,257,852	\$ (4,149)	\$ 858,429
			FY24 Projects \$ (330,167)	
			FY24 Net Activity \$ 254,332	
			FY24 Ending Balance \$ 782,594	
			FY25 Projects \$ -	
			FY25 Net Activity \$ 272,020	
			FY25 Ending Balance \$ 1,054,614	

Utility CARMA Ending FY25 Balance (Est.): \$ 2,852,614

(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 5/3/23

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

Open Encumbrances - as of 5/3/23

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 5/3/23

Account Name	Current Balance	Encumbrances	Available Balance
Harbor General	\$ 2,162,390	\$ 801,093	\$ 1,361,297
Load and Launch	\$ 314,381	\$ -	\$ 314,381
	<u>\$ 2,476,771</u>	<u>\$ 801,093</u>	<u>\$ 1,675,678</u>

Open Encumbrances - as of 5/3/23

Description	Requestor	ORD #	Amount Remaining
Parking Signage and Mobile Parking Delineation Barriers	Port	23-14	\$ 25,000
Professional/Technical Support for PID Grant Application	Port	23-12	\$ 63,070
Parking Kiosks and Management Software	Port	23-04	\$ 13,638
Owner's Representative	Port	22-79	\$ 408,073
Design of Parking Improvements to Select Lots	Port	22-78(A)	\$ 14,928
Crane 7 Rebuild	Port	22-66	\$ 69,110
R&M Consultants - Grant Assistance	Port	22-19(A)	\$ 13,318
Float Repair for End Caps K thru Q	Port	21-52	\$ 58,100
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>\$ 801,093</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	\$ -	\$ -
Net Activity	\$ 1,022,861	\$ 815,157	\$ 742,704

Proposed Future State				
Account Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
Harbor General	\$ 2,162,390	\$ 801,093	\$ (500,000)	\$ 861,297
			FY24 Projects	\$ (335,000)
			FY24 Net Activity	\$ 315,157
			FY24 Ending Balance	\$ 841,454
			FY25 Projects	\$ -
			FY25 Net Activity	\$ 242,704
			FY25 Ending Balance	\$ 1,084,158

Account Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
Harbor Match	\$ -	\$ -	\$ 1,493,675	\$ 1,493,675
			FY24 Projects	\$ -
			FY24 Net Activity	\$ 500,000
			FY24 Ending Balance	\$ 1,993,675
			FY25 Projects	\$ -
			FY25 Net Activity	\$ 500,000
			FY25 Ending Balance	\$ 2,493,675

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	\$ 1,084,158
Harbor Match	\$ 2,493,675
Load and Launch	\$ 343,567
Port & Harbor Reserve Ending FY25 Balance (Est.):	\$ 3,921,400

*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 5/3/23

Account Name	Current Balance	Encumbrances	Available Balance
HART Roads	\$ 5,967,672	\$ 318,095	\$ 5,649,577

Open Encumbrances - as of 5/3/23

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	\$ -	\$ -
Net Activity	\$ (866,100)	\$ 730,666	\$ 788,948

Account Name	Proposed Future State		FY23 Net Activity	Available Balance
	Current Balance	Encumbrances		
HART Roads	\$ 5,967,672	\$ 318,095	\$ (1,986,100)	\$ 3,663,477
			FY24 Projects \$	(3,070,667)
			FY24 Net Activity \$	730,666
			FY24 Ending Balance \$	1,323,476
			FY25 Projects \$	-
			FY25 Net Activity \$	788,948
			FY25 Ending Balance \$	2,112,424
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	\$ -	\$ -	\$ 20,000	\$ 20,000
			FY24 Projects \$	-
			FY24 Net Activity \$	-
			FY24 Ending Balance \$	20,000
			FY25 Projects \$	-
			FY25 Net Activity \$	-
			FY25 Ending Balance \$	20,000
Account Name				
HART Roads	\$ 2,112,424			
HART Roads Match	\$ 500,000			
Non-Motorized Transportation Opportunity Program	\$ 500,000			
Small Works Roads Maintenance Program	\$ 100,000			
Small Works Pest Management Program	\$ 20,000			
HART Roads Ending FY25 Balance (Est.):	\$ 3,232,424			

*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 5/3/23

Account Name	Current Balance	Encumbrances	Available Balance
HART Trails	\$ 1,053,697	\$ 20,000	\$ 1,033,697

Open Encumbrances - as of 5/3/23

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

Proposed Future State				
Account Name	Current Balance	Encumbrances	FY23 Net Activity	Available Balance
HART Trails	\$ 1,053,697	\$ 20,000	\$ (241,706)	\$ 791,991
			FY24 Projects	\$ (386,000)
			FY24 Net Activity	\$ 88,532
			FY24 Ending Balance	\$ 494,523
			FY25 Projects	\$ -
			FY25 Net Activity	\$ 83,644
			FY25 Ending Balance	\$ 578,167
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				
HART Trails	\$ 578,167			
Non-motorized Transportation Opportunity Program	\$ 100,000			
Small Works Trails Maintenance Program	\$ 100,000			
HART Trails Ending FY25 Balance (Est.):	\$ 778,167			

*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



AGENDA ITEM REPORT

Ordinance 23-24, An Ordinance of the City Council of Homer, Alaska Amending the City of Homer Water and Sewer Rates and Updating the Fee Schedule Accordingly. City Manager/Finance Director.

Item Type: Ordinance
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 24 April 2023
From: Melissa Jacobsen, MMC, City Clerk

Ordinance 23-24 and back up materials are attached for Council consideration.

Recommendation:

Introduce Ordinance 23-24 with public hearing and second reading May 8, 2023

Attachments:

Ordinance 23-24
Memorandum from Finance Director
Utility Rate Information

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

3 City Manager/Finance Director

4 **ORDINANCE 23-24**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
7 AMENDING THE CITY OF HOMER WATER AND SEWER RATES AND
8 UPDATING THE CITY FEE SCHEDULE ACCORDINGLY.
9

10 WHEREAS, Water and sewer utility services shall be reviewed annually and shall take
11 effect the first full billing period in July 2023; and
12

13 WHEREAS, Based on a the water sewer rate model prepared by the Water Sewer Rate
14 Task Force and adopted by the Homer City Council in Resolution 13-048(S-2)(A-3) adjustments
15 to the rates are recommended and warranted to reflect the true cost of water and sewer
16 services.
17

18 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
19

20 Section 1. The City Council of Homer, Alaska hereby amends the City Fee Schedule
21 under water and sewer fees as follows:
22

23 **WATER**

24
25 A 4.85% of total charges charged to every customer outside of city limits in lieu of city sales tax will be
26 applied to those water accounts outside city limits.
27

28 **Customer Classification Definitions for Determining Water Connection and Extension**
29 **Permit Fees**

30 Single Family Residential: A unit providing housing for one household; with less than 25% of the
31 building area used for business or commercial purposes.

32 Multi-Family Residential: A building or lot occupied by more than one household: contained within one
33 building or several building within one complex. Examples of multi-family units includes duplexes, four-
34 plexes and up, apartments, condominiums, co-housing projects, and multiple structures on one lot
35 (where units are normally rented or occupied for longer than one month at a time). Examples of units
36 not considered as multi-family include hotels, motels, B&B's seasonal rooms/cabins (where units are
37 routinely rented or occupied for less than one month at a time.)

38 Commercial: Any user not defined as Residential.

Water Connection Fee	
Single Family	\$300.00*

Multi-Family/Commercial	\$375.00*
*All other fees for delayed or deferred services, in lieu of assessments and necessary right-of-way permits, shall be in addition to the permit fee. A property owner installing a water connection which qualifies for a deferred assessment payment or makes a payment in lieu of assessment shall pay the assessment prior to issuance of the connection permit.	

39

40 **Customer Classification Definitions for Determining Water Rates**

41 Bulk Water Customers: The bulk water customers are the resellers of water or water users who
 42 purchase water from the water plant directly and are not in the metered water distribution system.

43 Non-Bulk Customers: All customers who receive water from the metered water distribution system.

44 Multi-Units: An additional \$5 monthly charge shall apply to each of the units of a building or lot
 45 occupied by more than one household or commercial entity contained within one building or several
 46 buildings within one complex. Examples of multi-family units include duplexes, four-plexes and up,
 47 apartments, condominiums, co-housing projects, and multiple structures on one lot (where units are
 48 normally rented or occupied for longer than one month at a time). Examples of units not considered as
 49 multi-family include hotels, motels, and B&B's seasonal rooms/cabins (where units are routinely rented
 50 or occupied for less than one month at a time.)

51 This fee applies to all multi-unit structures defined in the sewer section of this for apartments, rental
 52 units or multi-unit buildings where each unit would have one or more restrooms and are intended to
 53 be rented on a monthly basis where there is only one meter installed, excluding a rental building
 54 restroom used for shared or public use.

55

56 **Water Rate Schedule**

57 All water utility services shall be billed according to the following schedule. This schedule is for monthly
 58 water service and is in addition to any charges for connecting or disconnecting the service, installation
 59 of the service or any assessment of the improvements.

Water Rates

Table III

Customer Classification	Monthly Service	Usage Charge/Gallon
Non-Lift-Station Customer	\$0.00 \$0.00	\$0.0141 \$0.0161
Lift-Station Customer	\$0.00 \$0.00	\$0.0141 \$0.0161
Multi-units (additional per unit)	\$5.00	
Bulk Water	\$0.00 \$0.00	\$0.0181 \$0.0201

60

61 **Meter Size Deposits**

62 \$750 meter deposit shall apply to metered fire hydrant connections. The deposit will be returned when
 63 the meter is returned undamaged. This deposit may be waived upon the recommendation of the Public
 64 Works Superintendent.

65 If a bulk water customer purchases a meter from the City for measuring the quantity of water
 66 purchased, it shall be exempt from the monthly meter service charge. It is the responsibility of the bulk

67 water customer to maintain that meter so the City can accurately determine the amount of water being
 68 purchased. In the event the meter fails, it is the bulk water customer's responsibility, at its expense, to
 69 repair it or purchase a replacement meter from the City. The City may at any time test the meter for
 70 accuracy.

Size (inches)	Residential Users	Non-residential Users
5/8	\$75.00	\$220.00
3/4	\$80.00	\$230.00
1	\$90.00	\$250.00
1-1/2	\$115.00	\$310.00
2	\$150.00	\$370.00
3	\$220.00	\$525.00
4	\$310.00	\$730.00
6	\$520.00	\$1,225.00

71

72 **SEWER**

73

74 **Customer Classification Definitions for Determining Sewer Connection and Extension**
 75 **Permit Fees**

76 Single Family Residential: A unit providing housing for one household; with less than 25% of the
 77 building area used for business or commercial purposes.

78 Multi-Family Residential: A building or lot occupied by more than one household: contained within one
 79 building or several buildings within one complex. Examples of multi-family units includes duplexes,
 80 four-plexes and up, apartments, condominiums, co-housing projects, and multiple structures on one
 81 lot (where units are normally rented or occupied for longer than one month at a time). Examples of
 82 units not considered as multi-family include hotels, motels, B&B's seasonal rooms/cabins (where units
 83 are routinely rented or occupied for less than one month at a time.)

84 Commercial: Any user not defined as Residential.

Sewer Connection Permit Fee	
Single Family	\$255.00*
Multi-Family/Commercial	\$330.00*
*All other fees for delayed or deferred services, in lieu of assessments and necessary right-of-way permits, shall be in addition to the permit fee. A property owner installing a sewer connection which qualifies for a deferred assessment payment or makes a payment in lieu of assessment shall pay the assessment prior to issuance of the connection permit.	

85

86

87

88

89 **Customer Classification Definitions for Determining Sewer Rates**

90 Lift Station Zone Customer: There are eleven sewage lift/pump stations that are used for pumping
 91 wastewater or sewage from areas with lower elevation than the treatment plant. Customers who are
 92 located in these areas shall be charged additional fees for the cost added to the services (see Table I
 93 and II).

94 Non-Lift Station Zone Customer: Customers who are located in the zone that do not need lift/pump
 95 station services.

96 Sewer System Dischargers (Sewer ONLY customers): Customers who use sewer service only shall be
 97 charged a monthly fee of \$5 plus sewer usage fee based on assessed volume of 3,000 gallons per month
 98 multiplied by the applicable sewage rate (see Table II). Kachemak City Local Improvement District (LID)
 99 members have contributed to the initial cost of the sewer treatment plant and the collection system.
 100 For Kachemak City LID dischargers connected within the LID, the City of Homer shall bill Kachemak City
 101 in one single bill at the Lift-Station Zone Rate of ~~\$85.20~~ **\$88.50** (~~\$79.20~~ **\$82.50** + \$6.00) per month per
 102 customer. Kachemak City shall be billed a \$5 monthly service charge to cover all Kachemak City sewer
 103 customers and shall be responsible for payment to the City of Homer.
 104

105 **Sewer Rate Schedule**

106 All sewer utility services shall be billed according to the following schedule (Table I, II). This schedule
 107 is for monthly sewer services and is in addition to any charges for connecting or disconnecting the
 108 service, installation of the service, or any assessment of the improvements.

Sewer Rates

Table I

Customer Classification	Monthly Service	Usage Charge/Gallon
Non-Lift-Station Customer		\$0.0151 \$0.0167
Lift-Station Customer		\$0.0264 \$0.0275
Multi-units (additional per unit)	\$5.00	N/A

Sewer ONLY Customers Rates

Table II

	Fees/Rate/Usage	Per Customer Per Month
Non-Lift-Station Customer	\$0.0151/Gal \$0.0167/Gal	\$45.30 \$50.10
Lift-Station Customer	\$0.0264/Gal \$0.0275/Gal	\$79.20 \$82.50
Monthly Service	\$5.00/customer/mo.	\$5.00 (Kachemak City customers will be exempt from \$5 monthly service fee. Kachemak City will be billed a \$5 monthly service fee to cover all Kachemak City sewer customers.)
Pumping Fee (If Applicable)		\$6.00
Assumption: Avg. Sewer Usage	3,000 Gal/Mo.	

109 Domestic sewer service customers who use large quantities of City water in addition to their domestic
110 use shall be allowed, with the Public Works Director's approval, to install an additional water meter on
111 the domestic water use line for the purpose of metering and charging for domestic sewer system use.
112 Sewer system use will be billed monthly.

113 The City will allow, upon approval by Public Works and a permit from the Public Works Department, a
114 second water usage meter – called a seasonal sewer meter – for each customer that desires to measure
115 the flow of City water that is not discharged to the sewer system during the summer growing season,
116 June 15 through September 15. Rates noted above do not apply.

117 Seasonal Sewer Meter Fee is \$251.75.

118 This second meter will be read monthly during the summer and sewer charges will be credited
119 monthly. The meter may not be subject to read during the fall and winter months. Any charges
120 accrued during that period will be reflected the first billing cycle the meter is read.

121

122 Section 2. This ordinance is a budget ordinance only, it is not permanent in nature and
123 shall not be codified.

124

125 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___ day of _____,
126 2023.

127

CITY OF HOMER

128

129

KEN CASTNER, MAYOR

130

131

132

133 ATTEST:

134

135

MELISSA JACOBSEN, MMC, CITY CLERK

137

138 YES:

139 NO:

140 ABSENT:

141 ABSTAIN:

142

143 First Reading:

144 Public Hearing:

145 Second Reading:

146 Effective Date:



MEMORANDUM

**Ordinance 23-24, An Ordinance of the City Council of Homer, Alaska Amending the City of Homer Water and Sewer Rates and Updating the Fee Schedule Accordingly.
City Manager/Finance Director.**

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 08 May 2023
From: Elizabeth Walton, Finance Director
Through: Rob Dumouchel, City Manager

The purpose of this memo is to provide an overview of the model used to generate the water and sewer rates.

Introduction:

The basic principles and assumptions of this model were developed by the most recent Water and Sewer Task Force. The purpose of this model is to generate a utility rate that is a product of budget assumptions and the backing out of fixed fee components. The intent was to provide the City with a mechanism that connected the water and sewer rates to the actual costs to maintain the infrastructure.

The format of the rate model has changed from the one the Water and Sewer Task Force generated, but the basic principles and assumptions remain the same. These changes were made to more accurately reflect the City's budget structure.

Finance spent substantial time this year to complete the connection of this rate model to the operating budget. Going forward, the rate model will be presented prior to the beginning of the fiscal year and will be directly connected to the budgeted revenue requirements for that year.

Budget page number references are provided for each of the rate model inputs. These references are linked to the FY24/25 Operating Budget stamped "Draft 04.24.23" in the bottom right corner.



MEMORANDUM

**Ordinance 23-24, An Ordinance of the City Council of Homer, Alaska Amending the City of Homer Water and Sewer Rates and Updating the Fee Schedule Accordingly.
City Manager/Finance Director.**

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 08 May 2023
From: Janette Keiser, PE, Director of Public Works/City Engineer
Through: Rob Dumouchel, City Manager

Issue: I will be out of town for the May 8, 2023 City Council meeting, when the public hearing and second reading of Ordinance 23-24 adopting Homer's FY 24/25 Water and Sewer Rates takes place. This Memorandum addresses questions raised at the April 24 Council meeting.

Question/Comment: We need to amend the Financial Policies when we address the budget.

Response: We have submitted for your consideration at the May 8 meeting, a Resolution amending the Water and Sewer Utility Financial and Rate Setting Policies to conform to the recommendations we've incorporated into the FY 24/25 Rates and Operating Budget.

Question/Comment: How does the Bulk Water Rate work and what is it based on?

Response: The Bulk Water Rate is paid by bulk water customers in addition to the regular water rate. The Bulk Water Rate was derived by the 2013 Task Force. It was a way for the 2013 Task Force to build equity into the Rate Model, which was an important goal. For example, many regular customers pay an assessment that covers their share of costs for distribution lines serving their neighborhood. Bulk water users haven't been assessed any costs for their share of distribution lines/facilities from which their bulk water flows. The Bulk Water Rate is one way to equitably charge such users for costs of distribution infrastructure.

Question/Comment: What is the quantity of water generated vs the quantity of water sold?

Response: We generate 4.5% more water than we sell. This 4.5% represents water that is used in the operation and maintenance of the system, hydrant flushing for example. The EPA reports that, on the

national average, 14% of water treated by water systems is lost to leaks alone. We monitor our system for evidence of leaks so we can repair them as fast as possible.

Question/Comment: Is it time to re-visit the Rate Model?

Response: The Utility Financial Policies state the City will review the Rate Model every five years, so we are past due. However, we recommend that for this year, we focus on stabilizing the Rate Model by re-establishing the 15% capital fee and adjusting the way the Fund Balance is treated. Next year, we can review the Rate Model and fine tune some of the nuances, such as the way multi-family units are charged, the bulk rate, etc.



City of Homer

www.cityofhomer-ak.gov

Finance Department

491 East Pioneer Avenue
Homer, Alaska 99603

finance@cityofhomer-ak.gov

(p) 907-235-8121

(f) 907-235-3140

Memorandum

TO: Mayor Castner and Homer City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Elizabeth Walton, Finance Director
DATE: April 19, 2023
SUBJECT: Water and Sewer Rate Model

The purpose of this memo is to provide an overview of the model used to generate the water and sewer rates.

Introduction:

The basic principles and assumptions of this model were developed by the most recent Water and Sewer Task Force. The purpose of this model is to generate a utility rate that is a product of budget assumptions and the backing out of fixed fee components. The intent was to provide the City with a mechanism that connected the water and sewer rates to the actual costs to maintain the infrastructure.

The format of the rate model has changed from the one the Water and Sewer Task Force generated, but the basic principles and assumptions remain the same. These changes were made to more accurately reflect the City's budget structure.

Finance spent substantial time this year to complete the connection of this rate model to the operating budget. Going forward, the rate model will be presented prior to the beginning of the fiscal year and will be directly connected to the budgeted revenue requirements for that year.

Water Rate Model:

This model generates a rate based on water revenues and consumption.

Revenues

The revenue inputs are defined as follows:

- FY24 Operating Revenue Required – pulled directly from the operating budget
 - Formula: Total Water Revenue - Budgeted Transfer to Water CARMA
 - $\$2,370,841 - \$309,240 = \$2,061,602$

- CARMA Transfer Requirement – pulled directly from the operating budget
 - Formula: Total Water Operating Expenditures * 15%
 - $\$2,061,602 * 0.15 = \$309,240$
- Deduct Operating Fund Balance – amount of Utility Operating Fund Balance to be used for rate buyback. Not used in FY24 calculation.
- Deduct Portion Collected through Other Revenues – pulled directly from the operating budget
 - Formula: Connection Fees + Services & Meters + Penalty & Interest
 - $\$17,211 + \$31,829 + \$5,065 = \$54,105$
- Deduct Portion Collected through Service Fee – This input has been removed this fiscal year, as the Admin Fee is proposed to be waived for FY24.
- Hydrant Rents – This is related to the costs associated with maintaining the water hydrants.
 - Formula: Budgeted at 10% of operating revenue required and the costs are shared 50/50 between the General Fund and the Water/Sewer Fund.
 - $(\$2,061,602 / 2) * 10\% = \$103,080$
- Surplus Water Sales (Bulk) Surcharge Only – This amount is determined by applying the bulk surcharge (0.004/gallon) to the prior fiscal year total gallons consumed by bulk users. This is backed out because these expenses are captured by the separate rate for bulk users.
 - $18,859,000 \text{ gallons} * 0.004 = \$75,436$
- Revenue Required for Commodity Rate Calculation – Summation of revenue required less deductions. This represents the amount of revenue necessary to generate to meet operating budget needs for upcoming fiscal year.

Consumption

The water consumption line is determined by prior calendar years gross meters water sales (in gallons). The water usage at the Sewer Treatment Plant has been backed out of this figure, as it has been determined to be an operational cost. The model rounds up to the nearest million for ease of reporting.

Rates

The water rates are broken into three categories:

1. The commodity rate (per gallon) is generated by dividing the total revenue required by the estimated water sales. This ensures that the whole population of water users are contributing to an equal share of costs.
2. The bulk rate (per gallon) is applying a surcharge of 0.004 per gallon to the set commodity rate.
3. The monthly fees is determined by dividing the budgeted administrative costs by the current number of water meters. This fee has been removed this fiscal year, as the admin fee is proposed to be waived for FY24.

Sewer Rate Model:

This model generates a rate based on sewer revenues and usage.

Revenues

The revenue inputs are defined as follows:

- FY24 Operating Revenue Required – pulled directly from the operating budget
 - Formula: Total Water Revenue - Budgeted Transfer to Water CARMA
 - $\$1,949,879 - \$254,332 = \$1,695,547$
- CARMA Transfer Requirement – pulled directly from the operating budget
 - Formula: Total Sewer Operating Expenditures * 15%
 - $\$1,695,547 * 0.15 = \$254,332$
- Deduct Operating Fund Balance – amount of Utility Operating Fund Balance to be used for rate buyback. Not used in FY24 calculation.
- Deduct Portion Collected through Other Revenues – pulled directly from the operating budget
- Fixed Fee Components
 - Lift Stations Costs - These costs are pulled straight from the current operating budget. These costs are backed out because the users on the lift station bear the complete costs associated with maintaining this infrastructure.
 - Pumping Fee - The City RFP's the pumping contract every three years and the costs of the contract is divided up amongst the number of Kachemak City users.
 - Dumping Station Fee - These costs come directly from the current operating budget. This fee has been determined to be an operational cost and, as such the fee is not forwarded along to customers.
 - Multi-Units and Kachemak City meters - This is an additional fee charged to help offset added costs associated with maintaining such infrastructure. It might be worth revisiting this fee now that the monthly fees for all users have again been waived this year.
- Revenue Required for Commodity Rate Calculation – Summation of revenue required less deductions. This represents the amount of revenue necessary to generate to meet operating and capital budget needs for upcoming fiscal year.

Usage

The sewer usage is determined by the by the number of gallons actually billed for in the prior fiscal year. The model rounds up to the nearest million for ease of reporting.

Rates

The sewer rate is broken into two categories:

1. Non-lift rate is generated by dividing the total revenue required by the projected billable volume for non-lift.
2. Lift station rate is generated by dividing the total revenue required by the projected billable volume for only the lift zone.

Rate Analysis:

Current Rates

Water Rates:

Commodity (per gal): \$0.0141

Bulk (per gal): \$0.0181

Monthly Fees: \$0

Sewer Rates:

Non-Lift Station: \$0.0151

Lift Station: \$0.0264

Proposed Rates

Water Rates:

Commodity (per gal): \$0.0161

Bulk (per gal): \$0.0201

Monthly Fees: \$0

Sewer Rates:

Non-Lift Station: \$0.0167

Lift Station: \$0.0275

Rate Comparison

	Average Volume City Hall		High Volume Library		Lift-Station (Year-Round) Port & Harbor - Maintenance	
	Existing	Scenario 1	Existing	Scenario 1	Existing	Scenario 1
Consumption	3800	3800	6600	6600	1800	1800
Water Rate	0.0141	0.0161	0.0141	0.0161	0.0141	0.0161
Sewer Rate	0.0151	0.0167	0.0151	0.0167	0.0264	0.0275
Charges:						
Water	53.58	61.18	93.06	106.26	25.38	28.98
Sewer	57.38	63.46	99.66	110.22	47.52	49.5
Service	0	0	0	0	0	0
Total Bill	\$ 110.96	\$ 124.64	\$ 192.72	\$ 216.48	\$ 72.90	\$ 78.48
Impact		\$ 13.68		\$ 23.76		\$ 5.58

Recommendation:

Review the model and approve the rates as proposed.

Rate Calculations

WATER Rate Model	
Revenues	
FY24 Operating Revenue Required - Water	\$ 2,061,602
CARMA Transfer Requirement	309,240
Deduct Operating Fund Balance - Rate Buydown	0
Deduct Portion Collected through Other Revenues	(54,105)
Deduct Portion Collected through Service Fee	0
Hydrant Rents (10% of Total)	(103,080)
Surplus Water Sales (Bulk) surcharge only	(75,436)
Revenue Required for Commodity Rate Calculation	\$ 2,138,220
Water Consumption (Gallons)	
Gross Meters Water Sales	133,014,300
Total Estimated Water Sales	133,000,000
Water Rates:	
Commodity Rate (per gal)	\$ 0.0161
Bulk Rate (per gal)	\$ 0.0201
Monthly Fees	\$ -
Consumption Additional Information:	
CY22 Gross Meters Water Sales (Gallons)	133,014,300
SEWER Rate Model	
Revenues	
FY24 Operating Revenue Required - Sewer	\$ 1,695,547
CARMA Transfer Requirement	254,332
Deduct Operating Fund Balance - Rate Buydown	0
Deduct Portion Collected through Other Revenues	(25,515)
Lift Stations Costs	(216,228)
Pumping Fee	(10,224)
Dumping Station Fees	(5,575)
Multi-Units and K-city (\$5/unit/mo.)	(76,020)
Revenue Required for Commodity Rate Calculation	\$ 1,616,317
Sewer Usage (Gallons)	
Projected Billable Volume	77,000,000
Projected Billable Volume - Lift Zone Only	20,000,000
Total Projected Billable Volume	97,000,000
Sewer Rate	
Non-Lift Station Rate	\$ 0.0167
Lift Station Rate	\$ 0.0275
Lift Station Additional Information:	
FY 22 Actually Billed Gallons (Lift-Station Zone Only)	19,581,500
357	



MEMORANDUM

Ordinance 23-25, An Ordinance of the City Council of Homer, Alaska, Amending the FY23 Capital Budget by Authorizing a Total Transfer of \$438,315 to include \$200,000 from Water Capital Asset Repair and Maintenance Allowance (CARMA) Fund, and \$238,315 from Sewer CARMA Fund to Utility Operations Fund Fund Balance. City Manager/Finance Director.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 08 May 2023
From: Elizabeth Walton, Finance Director
Through: Rob Dumouchel, City Manager

Purpose of Ordinance:

Homer City Council amended the City of Homer Water and Sewer Rates by approving Ordinance 22-61 and a transfer was completed per Ordinance 22-67 to fund rate model capital projects. These projects were not able to be completed within the fiscal year and, therefore, funds need to be returned to the funding source (Utility Operations Fund Fund Balance).

Identified FY23 Projects:

The FY23 Utility Rate Model incorporated capital projects that were paid by the rate payers.

Water Capital Improvement Projects (\$200,000):

- Hydrant Replacement (10/year) \$100,000
- Fleet Replacement \$50,000
- Replace Water Meters \$50,000

Sewer Capital Improvement Projects (\$238,315):

- WWTP MCC Spare Parts \$30,000
- Replace Cracked Incinerator \$75,000
- Beluga Lift Station \$20,000
- Lagoon Liner \$25,000
- Replace Lift Station Access Hatch \$13,315 (remainder of \$50,000 project funded through ARPA funding)
- Sludge Drying Beds \$25,000
- Fleet Replacement \$50,000

Recommendation:

Pass Ordinance transferring \$438,515 from Utility Capital Asset Repair and Maintenance Allowance (CARMA) Fund to Utility Operations Fund Fund Balance.

Attachments:

Ordinance 23-25
Financial Supplement

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

3 City Manager/
4 Finance Director

5 **ORDINANCE 23-25**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING THE FY23 CAPITAL BUDGET BY AUTHORIZING A TOTAL
9 TRANSFER OF \$438,315 TO INCLUDE \$200,000 FROM WATER
10 CAPITAL ASSET REPAIR AND MAINTENANCE ALLOWANCE (CARMA)
11 FUND AND \$238,315 FROM SEWER CARMA FUND TO UTILITY
12 OPERATIONS FUND.
13

14 WHEREAS, Homer City Council approved Ordinance 22-61, which amended the City of
15 Homer Water and Sewer Rates; and
16

17 WHEREAS, The water rate model funded a total of \$450,000 in water related capital
18 projects. Of which, \$250,000 was funded using American Rescue Plan Act (ARPA) funds per
19 Ordinance 22-60. This leaves a remainder of \$200,000 to be funded through the utility rate
20 payers; and
21

22 WHEREAS, The sewer rate model funded a total of \$705,000 in sewer related capital
23 projects. Of which, \$466,685 was funded using American Rescue Plan Act (ARPA) funds per
24 Ordinance 22-60. This leaves a remainder of \$238,315 to be funded through utility rate payers;
25 and
26

27 WHEREAS, These projects were not able to be completed within the fiscal year and,
28 therefore, funds need to be returned to the funding source (Utility Operations Fund Fund
29 Balance).
30

31 NOW, THEREFORE, THE CITY OF HOMER ORDAINS
32

33 Section 1. The Homer City Council hereby amends the FY23 Capital Budget by
34 transferring \$438,315 from the Utility CARMA Fund as follows:
35

36 Transfer from:

<u>Fund No.</u>	<u>Description</u>	<u>Amount</u>
256-0378	Water CARMA	\$200,000
256-0379	Sewer CARMA	\$238,315

40
41 Transfer to:

<u>Fund No.</u>	<u>Description</u>	<u>Amount</u>
200	Utility Operations Fund Fund Balance	\$438,315

**CITY OF HOMER
FINANCIAL SUPPLEMENT**

PROJECT NAME	<u>Utility CARMA Transfer</u>	DATE	<u>05/03/2023</u>
DEPARTMENT	<u>Finance</u>	SPONSOR	<u>City Manager/Finance Director</u>
REQUESTED AMOUNT	<u>\$ 438,315</u>		

DESCRIPTION	<p>Homer City Council approved Ordinance 22-61, which amended the City of Homer Water and Sewer Rates. The water rate model funded a total of \$450,000 in water related capital projects. Of which, \$250,000 was funded using American Rescue Plan Act (ARPA) funds per Ordinance 22-60. This leaves a remainder of \$200,000 to be funded through the utility rate payers.</p> <p>The sewer rate model funded a total of \$705,000 in sewer related capital projects. Of which, \$466,685 was funded using American Rescue Plan Act (ARPA) funds per Ordinance 22-60. This leaves a remainder of \$238,315 to be funded through utility rate payers.</p> <p>These projects were not able to be completed within the fiscal year and, therefore, funds need to be returned to the funding source (Utility Operations Fund Fund Balance).</p>
--------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

FUNDING SOURCE(S)	OPERATING	GF CARMA	GF FLEET CARMA	PORT RESERVES	WATER CARMA
	0%	0%	0%	0%	46%
	HAWSP	HART-ROADS	HART-TRAILS	PORT FLEET RESERVES	SEWER CARMA
	0%	0%	0%	0%	54%

FUNDING SOURCE 1: WATER CARMA	FUNDING SOURCE 2: SEWER CARMA	FUNDING SOURCE 3:
Current Balance <u>\$ 2,215,936</u>	Current Balance <u>\$ 2,120,430</u>	Current Balance _____
Encumbered <u>\$ 117,260</u>	Encumbered <u>\$ 1,257,852</u>	Encumbered _____
Requested Amount <u>\$ 200,000</u>	Requested Amount <u>\$ 238,315</u>	Requested Amount _____
Other Items on Current Agenda <u>\$ 0</u>	Other Items on Current Agenda <u>\$ 0</u>	Other Items on Current Agenda _____
Remaining Balance <u>\$ 1,898,676</u>	Remaining Balance <u>\$ 624,263</u>	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 _____



MEMORANDUM

Ordinance 23-26, An Ordinance of the City Council Of Homer, Alaska, Amending the FY23 Capital Budget by Authorizing a Transfer of \$500,000 from Port Reserves to Establish a Port Match Reserves. City Manager/Finance Director.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 08 May 2023
From: Elizabeth Walton, Finance Director
Through: Rob Dumouchel, City Manager

Purpose of Ordinance:

The City of Homer is pursuing projects that will require sizeable matching funds. It is prudent for the City to begin to set aside funds now to build up available reserves for grant matches and bond reserve opportunities. This Ordinance directs the Finance Department to establish a Port Match Reserves account within the Port Reserves fund. This match reserves account will be given a dedicated code (456-xxxx) for tracking purposes. This code will be assigned after the passage of this ordinance.

Recommendation:

Pass Ordinance transferring \$500,000 from the Port Reserves to establish a Match Reserves within the Port Reserves Fund.

Attachments:

Ordinance 23-26
Financial Supplement

1 CITY OF HOMER
2 HOMER, ALASKA

3 City Manager/
4 Finance Director

5 ORDINANCE 23-26

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING THE FY23 CAPITAL BUDGET BY AUTHORIZING A
9 TRANSFER OF \$500,000 FROM THE PORT RESERVES FUND TO
10 ESTABLISH A PORT MATCH RESERVES WITHIN PORT RESERVES.

11
12 WHEREAS, The City of Homer is pursuing projects in the port and harbor which are
13 expected to cost many millions of dollars; and

14
15 WHEREAS, There is partial funding available through various programs; and

16
17 WHEREAS, The City will need to either put up matching funds or develop a bond reserve
18 in order to move forward with these projects; and

19
20 WHEREAS, It is prudent to begin to set aside funds now to build up available reserves
21 for grant matches and bond reserve opportunities.

22
23 NOW, THEREFORE, THE CITY OF HOMER ORDAINS

24
25 Section 1. The Homer City Council hereby amends the FY23 Capital Budget by
26 transferring \$500,000 from the Port Reserves Fund as follows:

27
28 Transfer from:

<u>Fund No.</u>	<u>Description</u>	<u>Amount</u>
456-0380	Port Reserves	\$500,000

31
32 Transfer to:

<u>Fund No.</u>	<u>Description</u>	<u>Amount</u>
456-xxxx	Port Match Reserves	\$500,000

35
36 Section 2. This is a budget amendment ordinance only, is not permanent in nature,
37 and shall not be codified.

38
39 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___ day of _____, 2023.

40
41 CITY OF HOMER

42
43 _____
44 KEN CASTNER, MAYOR

45 ATTEST:

46

47 _____

48 MELISSA JACOBSEN, MMC, CITY CLERK

49

50 YES:

51 NO:

52 ABSTAIN:

53 ABSENT:

54

55 First Reading: May 8, 2023

56 Public Hearing:

57 Second Reading:

58 Effective Date:

CITY OF HOMER
FINANCIAL SUPPLEMENT

PROJECT NAME	<u>Port Match Reserves Transfer</u>	DATE	<u>05/03/2023</u>
DEPARTMENT	<u>Finance</u>	SPONSOR	<u>City Manager/Finance Director</u>
REQUESTED AMOUNT	<u>\$ 500,000</u>		

DESCRIPTION	<p>The City of Homer is pursuing projects in the port and harbor which are expected to cost many millions of dollars. There is partial funding available through various programs.</p> <p>The City will need to either put up matching funds or develop a bond reserve in order to move forward with these projects. It is prudent to begin to set aside funds now to build up available reserves for grant matches and bond reserve opportunities.</p>
-------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

FUNDING SOURCE(S)	OPERATING	GF CARMA	GF FLEET CARMA	PORT RESERVES	WATER CARMA
	0%	0%	0%	100%	0%
	HAWSP	HART-ROADS	HART-TRAILS	PORT FLEET RESERVES	SEWER CARMA
	0%	0%	0%	0%	0%

FUNDING SOURCE 1: PORT RESERVES	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance <u>\$ 2,162,390</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 801,093</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 500,000</u>	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda <u>\$ 26,383</u>	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance <u>\$ 834,914</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 _____



MEMORANDUM

Ordinance 23-27, An Ordinance of the City Council of Homer, Alaska, Amending the FY23 Operating Budget by Redirecting \$993,675 of the Port Reserves Transfer to Port Match Reserves. City Manager/Finance Director.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 08 May 2023
From: Elizabeth Walton, Finance Director
Through: Rob Dumouchel, City Manager

Purpose of Ordinance:

The City of Homer is pursuing harbor projects that will require sizeable matching funds. It is prudent for the City to begin to set aside funds now to build up available reserves for grant matches and bond reserve opportunities.

The FY23 amended operating budget was passed with a budgeted Port Reserves transfer of \$993,675. This Ordinance will amend the direction of this transfer from Port Reserves to Port Match Reserves.

Recommendation:

Pass Ordinance redirecting \$993,675 of the Port Reserves transfer to Port Match Reserves.

Attachments:

Ordinance 23-27

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

3 City Manager/
4 Finance Director

5 **ORDINANCE 23-27**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
8 AMENDING THE FY23 OPERATING BUDGET BY REDIRECTING
9 \$993,675 OF THE PORT RESERVES TRANSFER TO PORT MATCH
10 RESERVES.

11
12 WHEREAS, The City of Homer is pursuing projects in the port and harbor which are
13 expected to cost many millions of dollars; and

14
15 WHEREAS, There is partial funding available through various programs; and

16
17 WHEREAS, The City will need to either put up matching funds or develop a bond reserve
18 in order to move forward with these projects; and

19
20 WHEREAS, It is prudent to begin to set aside funds now to build up available reserves
21 for grant matches and bond reserve opportunities.

22
23 WHEREAS, Ordinance 23-26 establishes a Port Match Reserves; and

24
25 WHEREAS, The FY23 amended budget proposed a transfer to Port Reserves
26 totaling \$993,675.

27
28 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

29
30 Section 1. The Homer City Council hereby amends the FY23 Operating Budget for the
31 General Fund by redirecting \$993,675 of the Port Reserves as follows:

32

<u>Account</u>	<u>Description</u>	<u>Original</u>	<u>Amended</u>
33 400-0600-5990	Transfer to Port Reserves	\$993,675	\$0
34 400-0600-5990	Transfer to Port Match	\$0	\$993,675

35
36

37 Section 2. This is a budget amendment ordinance only, is not permanent in nature, and
38 shall not be codified.

39
40 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___ day of _____,
41 2023.

43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading: May 8, 2023

Public Hearing:

Second Reading:

Effective Date:



MEMORANDUM

Ordinance 23-28, An Ordinance of the City Council Of Homer, Alaska, Amending the FY23 Capital Budget by Authorizing a Transfer of \$500,000 from Homer Accelerated Roads and Trails (HART) Roads to Establish a HART Roads Match Reserves. City Manager/Finance Director.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 08 May 2023
From: Elizabeth Walton, Finance Director
Through: Rob Dumouchel, City Manager

Purpose of Ordinance:

The City of Homer is pursuing projects that will require sizeable matching funds. It is prudent for the City to begin to set aside funds now to build up available reserves for grant matches and bond reserve opportunities.

This Ordinance directs the Finance Department to establish a HART Roads Match Reserves account within the HART Roads Fund. This match reserves account will be given a dedicated code (160-xxxx) for tracking purposes. This code will be assigned after the passage of this ordinance.

Recommendation:

Pass Ordinance transferring \$500,000 from HART Roads to establish a Match Reserves within the HART Roads Fund.

Attachments:

Ordinance 23-28
Financial Supplement

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

3 City Manager/
4 Finance Director

5 **ORDINANCE 23-28**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING THE FY23 CAPITAL BUDGET BY AUTHORIZING A
9 TRANSFER OF \$500,000 FROM THE HOMER ACCELERATED ROADS
10 AND TRAILS (HART) ROADS FUND TO ESTABLISH A HART ROADS
11 MATCH RESERVES WITHIN HART ROADS.
12

13 WHEREAS, The City of Homer is pursuing road and alternative transportation projects
14 in which are expected to cost many millions of dollars; and
15

16 WHEREAS, There is partial funding available through various programs; and
17

18 WHEREAS, The City will need to either put up matching funds or develop a bond reserve
19 in order to move forward with these projects; and
20

21 WHEREAS, It is prudent to begin to set aside funds now to build up available reserves
22 for grant matches and bond reserve opportunities.
23

24 NOW, THEREFORE, THE CITY OF HOMER ORDAINS
25

26 Section 1. The Homer City Council hereby amends the FY23 Capital Budget by
27 transferring \$500,000 from the HART Roads Fund as follows:
28

29 Transfer from:

<u>Fund No.</u>	<u>Description</u>	<u>Amount</u>
160	HART Roads	\$500,000

33 Transfer to:

<u>Fund No.</u>	<u>Description</u>	<u>Amount</u>
160-xxxx	HART Roads Match	\$500,000

37 Section 2. This is a budget amendment ordinance only, is not permanent in nature,
38 and shall not be codified.
39

40 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this __ day of _____, 2023.
41

42 CITY OF HOMER
43

44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59

ATTEST:

KEN CASTNER, MAYOR

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading: May 8, 2023

Public Hearing:

Second Reading:

Effective Date:

CITY OF HOMER
FINANCIAL SUPPLEMENT

PROJECT NAME	<u>HART Roads Match Reserves Transfer</u>	DATE	<u>05/03/2023</u>
DEPARTMENT	<u>Finance</u>	SPONSOR	<u>Finance Director/City Manager</u>
REQUESTED AMOUNT	<u>\$ 500,000</u>		

DESCRIPTION	<p>The City of Homer is pursuing road and alternative transportation projects in which are expected to cost many millions of dollars. There is partial funding available through various programs. The City will need to either put up matching funds or develop a bond reserve in order to move forward with these projects.</p> <p>It is prudent to begin to set aside funds now to build up available reserves for grant matches and bond reserve opportunities.</p>
-------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

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
	0%	100%	0%	0%	0%

FUNDING SOURCE 1: HART-ROADS	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance <u>\$ 5,967,672</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 1,184,195</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 500,000</u>	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda <u>\$ 730,000</u>	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance <u>\$ 3,553,477</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 _____



MEMORANDUM

Ordinances 23-29 through Ordinance 23-33 FY24/25 Small Works Overview

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: 18 May 2023
From: Robert Dumouchel, City Manager

At our last meeting, there were some questions and confusion around the ordinances creating new small works projects sub-accounts within HART Roads and Trails (Ordinances 23-29; 23-30; 23-31; 23-32; 23-33). The inspiration for these ordinances come from a couple different directions:

1. Some members of Council and the Mayor have indicated an interest in making the upcoming two-year budget as complete as possible to minimize out-of-budget appropriations. Because we have a certain amount of “known unknowns” when it comes to public works, these small works accounts set aside money we expect to spend for projects that have not yet been determined.
2. The existing small works have been great in theory, but difficult to administer. This new approach is an attempt to smooth out the administrative challenges and make the programs more transparent.

Below is an overview of the previously-approved small works programs and the proposed funding amount for FY24/25. Note that there is a significant decrease in the Small Works Road Repair category, that is in part because some of those expenses have been picked up in the Operating Budget.

Program Title	Ord	Fund	Budget	Spent	Remaining*	FY24/25 Proposal
<i>Small Works Road Repair Program/ IDIQ</i>	22-69, 22-27, 21-36, 20-33	HART Roads	\$705,137	\$455,919	\$249,218	\$100,000
<i>Non-Motorized Transportation Opportunity Fund</i>	22-25	HART Roads	\$750,000	\$72,208	\$674,792	\$500,000
<i>Small Works Pest Management Program</i>	21-60	HART Roads	\$25,000	\$5,646	\$19,354	\$20,000
<i>Small Works Trails Maintenance Program</i>	22-28, 21-36(S-2)(A)	HART Trails	\$76,803	\$7,295	\$69,508	\$100,000
<i>Non-Motorized Transportation Opportunity Fund</i>	22-25(A)	HART Trails	\$100,000	\$12,360	\$87,640	\$100,000

*Ordinance 23-23 would roll the remaining amounts back to HART and then create new small works subaccounts

At the previous Council meeting when the relevant ordinances were introduced, there was some question as to why have these at all if staff will be coming for appropriations from Council whenever we need to use the funds. That's a great question, here's the logic:

If Council wants to minimize unplanned spending, but we don't have the specific projects ready to go at the beginning of a biennium, the best we can do is program funds for future use. Setting aside these dollars should make it clear to Councils in the future that ordinances tapping into these subaccounts are "planned" in that we knew we would need them, but the specifics were not known at the time of budget creation.

Staff would not be opposed to rejecting the small works ordinances as long as there was clear understanding among all parties that we will be coming to Council throughout the biennium seeking funds for HART Roads and Trails related projects that would typically be covered by the small works programs that we've been experimenting with since 2021.

Staff Recommendation: Approve ordinances 23-29 through 23-33



MEMORANDUM

Ordinance 23-29, An Ordinance of the City Council of Homer, Alaska, Amending the FY23 Capital Budget by Authorizing a Transfer of \$500,000 from Homer Accelerated Roads and Trails (HART) Roads to Establish a Non-Motorized Transportation Opportunity Program within HART Roads. City Manager/Finance Director.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 08 May 2023
From: Elizabeth Walton, Finance Director
Through: Rob Dumouchel, City Manager

Purpose of Ordinance:

The City of Homer experimented with various small works programs during fiscal years 2022 and 2023. The programs proved to be valuable in the field, however, reworking these programs for administrative purposes and public transparency are necessary.

The existing programs have been closed and are being re-launched through new ordinances currently before Council. Future spending will require a separate ordinance for any new projects wishing to utilize the program funds.

This Ordinance directs the Finance Department to establish a Non-Motorized Transportation Opportunity Program account within the HART Roads Fund. This account will be given a dedicated code (160-xxxx) for tracking purposes. This code will be assigned after the passage of this ordinance.

Recommendation:

Pass Ordinance transferring \$500,000 from HART Roads to establish a Non-Motorized Transportation Opportunity Program within the HART Roads Fund.

Attachments:

Ordinance 23-29
Financial Supplement

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

3 City Manager/
4 Public Works Director

5 **ORDINANCE 23-29**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING THE FY23 CAPITAL BUDGET BY AUTHORIZING A
9 TRANSFER OF \$500,000 FROM THE HOMER ACCELERATED ROADS
10 AND TRAILS (HART) ROADS FUND TO ESTABLISH A NON-
11 MOTORIZED TRANSPORTATION OPPORTUNITY PROGRAM
12 WITHIN HART ROADS.
13

14 WHEREAS, The City experimented with various small works programs during the 2022
15 and 2023 fiscal years; and
16

17 WHEREAS, Small works programs were developed to ensure funding is available for
18 projects that are “known unknowns” and of a size to be too big for the operational budget, but
19 too unpredictable in timing for the capital budget; and
20

21 WHEREAS, the programs proved valuable, however, we’ve learned that there are clear
22 benefits to reworking the programs for administrative purposes and public transparency; and
23

24 WHEREAS, the existing programs will be closed and re-launched through new
25 ordinances; and
26

27 WHEREAS, future spending from these programs will require a separate ordinance for
28 any new projects wishing to use the funds set aside for the program.
29

30 NOW, THEREFORE, THE CITY OF HOMER ORDAINS
31

32 Section 1. The Homer City Council hereby amends the FY23 Capital Budget by
33 transferring \$500,000 from the HART Roads Fund as follows:
34

35 Transfer from:

<u>Fund No.</u>	<u>Description</u>	<u>Amount</u>
160	HART Roads	\$500,000

38
39 Transfer to:

<u>Fund No.</u>	<u>Description</u>	<u>Amount</u>
160-xxxx	Non-Motorized Transportation Program	\$500,000

CITY OF HOMER
FINANCIAL SUPPLEMENT

PROJECT NAME	<u>HART Roads: Non-Motorized Transportation Opportunity Program</u>	DATE	<u>05/03/2023</u>
DEPARTMENT	<u>Finance</u>	SPONSOR	<u>Finance Director/City Manager</u>
REQUESTED AMOUNT	<u>\$ 500,000</u>		

DESCRIPTION	<p>The City experimented with various small works programs during the 2022 and 2023 fiscal years. Small works programs were developed to ensure funding is available for projects that are “known unknowns” and of a size to be too big for the operational budget, but too unpredictable in timing for the capital budget. The programs proved valuable, however, we’ve learned that there are clear benefits to reworking the programs for administrative purposes and public transparency.</p> <p>The existing programs will be closed and re-launched through new ordinances. Future spending from these programs will require a separate ordinance for any new projects wishing to use the funds set aside for the program.</p>
-------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

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
	0%	100%	0%	0%	0%

FUNDING SOURCE 1: HART-ROADS	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance <u>\$ 5,967,672</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 1,184,195</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 500,000</u>	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda <u>\$ 730,000</u>	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance <u>\$ 3,553,477</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 _____



MEMORANDUM

Ordinance 23-30, An Ordinance of the City Council of Homer, Alaska, Amending the FY23 Capital Budget by Authorizing a Transfer of \$100,000 from Homer Accelerated Roads and Trails (HART) Roads to Establish a Small Works Roads Maintenance Program within HART Roads. City Manager/Finance Director.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 08 May 2023
From: Elizabeth Walton, Finance Director
Through: Rob Dumouchel, City Manager

Purpose of Ordinance:

The City of Homer experimented with various small works programs during fiscal years 2022 and 2023. The programs proved to be valuable in the field, however, reworking these programs for administrative purposes and public transparency are necessary.

The existing programs have been closed and are being re-launched through new ordinances currently before Council. Future spending will require a separate ordinance for any new projects wishing to utilize the program funds.

This Ordinance directs the Finance Department to establish a Small Works Roads Maintenance Program account within the HART Roads Fund. This account will be given a dedicated code (160-xxxx) for tracking purposes. This code will be assigned after the passage of this ordinance.

Recommendation:

Pass Ordinance transferring \$100,000 from HART Roads to establish a Small Works Roads Maintenance Program within the HART Roads Fund.

Attachments:

Ordinance 23-30
Financial Supplement

1 CITY OF HOMER
2 HOMER, ALASKA

3 City Manager/
4 Public Works Director

5 ORDINANCE 23-30

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING THE FY23 CAPITAL BUDGET BY AUTHORIZING A
9 TRANSFER OF \$100,000 FROM THE HOMER ACCELERATED ROADS
10 AND TRAILS (HART) ROADS FUND TO ESTABLISH A SMALL WORKS
11 ROADS MAINTENANCE PROGRAM WITHIN HART ROADS.
12

13 WHEREAS, The City experimented with various small works programs during the 2022
14 and 2023 fiscal years; and
15

16 WHEREAS, Small works programs were developed to ensure funding is available for
17 projects that are “known unknowns” and of a size to be too big for the operational budget, but
18 too unpredictable in timing for the capital budget; and
19

20 WHEREAS, the programs proved valuable, however, we’ve learned that there are clear
21 benefits to reworking the programs for administrative purposes and public transparency; and
22

23 WHEREAS, the existing programs will be closed and re-launched through new
24 ordinances; and
25

26 WHEREAS, future spending from these programs will require a separate ordinance for
27 any new projects wishing to use the funds set aside for the program.
28

29 NOW, THEREFORE, THE CITY OF HOMER ORDAINS
30

31 Section 1. The Homer City Council hereby amends the FY23 Capital Budget by
32 transferring \$100,000 from the HART Roads Fund as follows:
33

34 Transfer from:

<u>Fund No.</u>	<u>Description</u>	<u>Amount</u>
160	HART Roads	\$100,000

37
38 Transfer to:

<u>Fund No.</u>	<u>Description</u>	<u>Amount</u>
160-xxxx	Small Works Roads Maintenance Program	\$100,000

40
41
42 Section 2. This is a budget amendment ordinance only, is not permanent in nature,
43 and shall not be codified.

44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this __ day of _____, 2023.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading: May 8, 2023

Public Hearing:

Second Reading:

Effective Date:

CITY OF HOMER
FINANCIAL SUPPLEMENT

PROJECT NAME	<u>HART Roads: Small Works Roads Maintenance Program</u>	DATE	<u>05/03/2023</u>
DEPARTMENT	<u>Finance</u>	SPONSOR	<u>Finance Director/City Manager</u>
REQUESTED AMOUNT	<u>\$ 100,000</u>		

DESCRIPTION	<p>The City experimented with various small works programs during the 2022 and 2023 fiscal years. Small works programs were developed to ensure funding is available for projects that are “known unknowns” and of a size to be too big for the operational budget, but too unpredictable in timing for the capital budget. The programs proved valuable, however, we’ve learned that there are clear benefits to reworking the programs for administrative purposes and public transparency.</p> <p>The existing programs will be closed and re-launched through new ordinances. Future spending from these programs will require a separate ordinance for any new projects wishing to use the funds set aside for the program.</p>
-------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

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
	0%	100%	0%	0%	0%

FUNDING SOURCE 1: HART-ROADS	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance <u>\$ 5,967,672</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 1,184,195</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 100,000</u>	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda <u>\$ 1,130,000</u>	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance <u>\$ 3,553,477</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 _____



MEMORANDUM

Ordinance 23-31, An Ordinance of the City Council Of Homer, Alaska, Amending the FY23 Capital Budget by Authorizing a Transfer Of \$20,000 from Homer Accelerated Roads and Trails (HART) Roads to Establish a Small Works Pest Management Program within HART Roads. City Manager/Finance Director.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 08 May 2023
From: Elizabeth Walton, Finance Director
Through: Rob Dumouchel, City Manager

Purpose of Ordinance:

The City of Homer experimented with various small works programs during fiscal years 2022 and 2023. The programs proved to be valuable in the field, however, reworking these programs for administrative purposes and public transparency are necessary.

The existing programs have been closed and are being re-launched through new ordinances currently before Council. Future spending will require a separate ordinance for any new projects wishing to utilize the program funds.

This Ordinance directs the Finance Department to establish a Small Works Pest Management Program account within the HART Roads Fund. This account will be given a dedicated code (160-xxxx) for tracking purposes. This code will be assigned after the passage of this ordinance.

Recommendation:

Pass Ordinance transferring \$20,000 from HART Roads to establish a Small Works Pest Management Program within the HART Roads Fund.

Attachments:

Ordinance 23-31
Financial Supplement

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

3 City Manager/
4 Public Works Director

5 **ORDINANCE 23-31**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING THE FY23 CAPITAL BUDGET BY AUTHORIZING A
9 TRANSFER OF \$20,000 FROM THE HOMER ACCELERATED ROADS
10 AND TRAILS (HART) ROADS FUND TO ESTABLISH A SMALL WORKS
11 PEST MANAGEMENT PROGRAM WITHIN HART ROADS.
12

13 WHEREAS, The City experimented with various small works programs during the 2022
14 and 2023 fiscal years; and
15

16 WHEREAS, Small works programs were developed to ensure funding is available for
17 projects that are “known unknowns” and of a size to be too big for the operational budget, but
18 too unpredictable in timing for the capital budget; and
19

20 WHEREAS, the programs proved valuable, however, we’ve learned that there are clear
21 benefits to reworking the programs for administrative purposes and public transparency; and
22

23 WHEREAS, the existing programs will be closed and re-launched through new
24 ordinances; and
25

26 WHEREAS, future spending from these programs will require a separate ordinance for
27 any new projects wishing to use the funds set aside for the program.
28

29 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
30

31 Section 1. The Homer City Council hereby amends the FY23 Capital Budget by
32 transferring \$20,000 from the HART Roads Fund as follows:
33

34 Transfer from:

<u>Fund No.</u>	<u>Description</u>	<u>Amount</u>
160	HART Roads	\$20,000

37
38 Transfer to:

<u>Fund No.</u>	<u>Description</u>	<u>Amount</u>
160-xxxx	Small Works Pest Management Program	\$20,000

41
42 Section 2. This is a budget amendment ordinance only, is not permanent in nature,
43 and shall not be codified.

44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this __ day of _____, 2023.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading: May 8, 2023

Public Hearing:

Second Reading:

Effective Date:

CITY OF HOMER
FINANCIAL SUPPLEMENT

PROJECT NAME	<u>HART Roads: Small Works Pest Management Program</u>	DATE	<u>05/03/2023</u>
DEPARTMENT	<u>Finance</u>	SPONSOR	<u>Finance Director/City Manager</u>
REQUESTED AMOUNT	<u>\$ 20,000</u>		

DESCRIPTION	<p>The City experimented with various small works programs during the 2022 and 2023 fiscal years. Small works programs were developed to ensure funding is available for projects that are “known unknowns” and of a size to be too big for the operational budget, but too unpredictable in timing for the capital budget. The programs proved valuable, however, we’ve learned that there are clear benefits to reworking the programs for administrative purposes and public transparency.</p> <p>The existing programs will be closed and re-launched through new ordinances. Future spending from these programs will require a separate ordinance for any new projects wishing to use the funds set aside for the program.</p>
-------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

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
	0%	100%	0%	0%	0%

FUNDING SOURCE 1: HART-ROADS	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance <u>\$ 5,967,672</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 1,184,195</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 20,000</u>	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda <u>\$ 1,210,000</u>	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance <u>\$ 3,553,477</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 _____



MEMORANDUM

Ordinance 23-32, An Ordinance of the City Council Of Homer, Alaska, Amending the FY23 Capital Budget by Authorizing a Transfer of \$100,000 from Homer Accelerated Roads and Trails (HART) Trails to Establish a Non-Motorized Transportation Opportunity Program within HART Trails. City Manager/Finance Director.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 08 May 2023
From: Elizabeth Walton, Finance Director
Through: Rob Dumouchel, City Manager

Purpose of Ordinance:

The City of Homer experimented with various small works programs during fiscal years 2022 and 2023. The programs proved to be valuable in the field, however, reworking these programs for administrative purposes and public transparency are necessary.

The existing programs have been closed and are being re-launched through new ordinances currently before Council. Future spending will require a separate ordinance for any new projects wishing to utilize the program funds.

This Ordinance directs the Finance Department to establish a Non-Motorized Transportation Opportunity Program account within the HART Trails Fund. This account will be given a dedicated code (165-xxxx) for tracking purposes. This code will be assigned after the passage of this ordinance.

Recommendation:

Pass Ordinance transferring \$100,000 from HART Trails to establish a Non-Motorized Transportation Opportunity Program within the HART Trails Fund.

Attachments:

Ordinance 23-32
Financial Supplement

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

3 City Manager/
4 Public Works Director

5 **ORDINANCE 23-32**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING THE FY23 CAPITAL BUDGET BY AUTHORIZING A
9 TRANSFER OF \$100,000 FROM THE HOMER ACCELERATED ROADS
10 AND TRAILS (HART) TRAILS FUND TO ESTABLISH A NON-
11 MOTORIZED TRANSPORTATION OPPORTUNITY PROGRAM
12 WITHIN HART TRAILS.
13

14 WHEREAS, The City experimented with various small works programs during the 2022
15 and 2023 fiscal years; and
16

17 WHEREAS, Small works programs were developed to ensure funding is available for
18 projects that are “known unknowns” and of a size to be too big for the operational budget, but
19 too unpredictable in timing for the capital budget; and
20

21 WHEREAS, the programs proved valuable, however, we’ve learned that there are clear
22 benefits to reworking the programs for administrative purposes and public transparency; and
23

24 WHEREAS, the existing programs will be closed and re-launched through new
25 ordinances; and
26

27 WHEREAS, future spending from these programs will require a separate ordinance for
28 any new projects wishing to use the funds set aside for the program.
29

30 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
31

32 Section 1. The Homer City Council hereby amends the FY23 Capital Budget by
33 transferring \$100,000 from the HART Trails Fund as follows:
34

35 Transfer from:

<u>Fund No.</u>	<u>Description</u>	<u>Amount</u>
165	HART Trails	\$100,000

39 Transfer to:

<u>Fund No.</u>	<u>Description</u>	<u>Amount</u>
165-xxxx	Non-Motorized Transportation Program	\$100,000

CITY OF HOMER
FINANCIAL SUPPLEMENT

PROJECT NAME	<u>HART Trails: Non-Motorized Transportation Opportunity Program</u>	DATE	<u>05/03/2023</u>
DEPARTMENT	<u>Finance</u>	SPONSOR	<u>Finance Director/City Manager</u>
REQUESTED AMOUNT	<u>\$ 100,000</u>		

DESCRIPTION	<p>The City experimented with various small works programs during the 2022 and 2023 fiscal years. Small works programs were developed to ensure funding is available for projects that are “known unknowns” and of a size to be too big for the operational budget, but too unpredictable in timing for the capital budget. The programs proved valuable, however, we’ve learned that there are clear benefits to reworking the programs for administrative purposes and public transparency.</p> <p>The existing programs will be closed and re-launched through new ordinances. Future spending from these programs will require a separate ordinance for any new projects wishing to use the funds set aside for the program.</p>
-------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

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
	0%	0%	100%	0%	0%

FUNDING SOURCE 1: HART-TRAILS	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance <u>\$ 1,053,697</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 61,706</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 100,000</u>	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda <u>\$ 100,000</u>	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance <u>\$ 791,991</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 _____



MEMORANDUM

Ordinance 23-33, An Ordinance of the City Council of Homer, Alaska, Amending the FY23 Capital Budget by Authorizing a Transfer of \$100,000 from Homer Accelerated Roads and Trails (HART) Trails to Establish a Small Works Trails Maintenance Program within HART Trails. City Manager/Finance Director.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 08 May 2023
From: Elizabeth Walton, Finance Director
Through: Rob Dumouchel, City Manager

Purpose of Ordinance:

The City of Homer experimented with various small works programs during fiscal years 2022 and 2023. The programs proved to be valuable in the field, however, reworking these programs for administrative purposes and public transparency are necessary.

The existing programs have been closed and are being re-launched through new ordinances currently before Council. Future spending will require a separate ordinance for any new projects wishing to utilize the program funds.

This Ordinance directs the Finance Department to establish a Small Works Trails Maintenance Program account within the HART Trails Fund. This account will be given a dedicated code (165-xxxx) for tracking purposes. This code will be assigned after the passage of this ordinance.

Recommendation:

Pass Ordinance transferring \$100,000 from HART Trails to establish a Small Works Trails Maintenance Program within the HART Trails Fund.

Attachments:

Ordinance 23-33
Financial Supplement

1 CITY OF HOMER
2 HOMER, ALASKA

3 City Manager/
4 Public Works Director

5 ORDINANCE 23-33

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING THE FY23 CAPITAL BUDGET BY AUTHORIZING A
9 TRANSFER OF \$100,000 FROM THE HOMER ACCELERATED ROADS
10 AND TRAILS (HART) TRAILS FUND TO ESTABLISH A SMALL WORKS
11 TRAILS MAINTENANCE PROGRAM WITHIN HART TRAILS.
12

13 WHEREAS, The City experimented with various small works programs during the 2022
14 and 2023 fiscal years; and

15
16 WHEREAS, Small works programs were developed to ensure funding is available for
17 projects that are “known unknowns” and of a size to be too big for the operational budget, but
18 too unpredictable in timing for the capital budget; and

19
20 WHEREAS, the programs proved valuable, however, we’ve learned that there are clear
21 benefits to reworking the programs for administrative purposes and public transparency; and

22
23 WHEREAS, the existing programs will be closed and re-launched through new
24 ordinances; and

25
26 WHEREAS, future spending from these programs will require a separate ordinance for
27 any new projects wishing to use the funds set aside for the program.
28

29 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

30
31 Section 1. The Homer City Council hereby amends the FY23 Capital Budget by
32 transferring \$100,000 from the HART Trails Fund as follows:
33

34 Transfer from:

<u>Fund No.</u>	<u>Description</u>	<u>Amount</u>
165	HART Trails	\$100,000

37
38 Transfer to:

<u>Fund No.</u>	<u>Description</u>	<u>Amount</u>
165-xxxx	Small Works Trails Maintenance Program	\$100,000

40
41
42 Section 2. This is a budget amendment ordinance only, is not permanent in nature,
43 and shall not be codified.

44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this __ day of _____, 2023.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading: May 8, 2023

Public Hearing:

Second Reading:

Effective Date:

CITY OF HOMER
FINANCIAL SUPPLEMENT

PROJECT NAME	<u>HART Trails: Small Works Trails Maintenance Program</u>	DATE	<u>05/03/2023</u>
DEPARTMENT	<u>Finance</u>	SPONSOR	<u>Finance Director/City Manager</u>
REQUESTED AMOUNT	<u>\$ 100,000</u>		

DESCRIPTION	<p>The City experimented with various small works programs during the 2022 and 2023 fiscal years. Small works programs were developed to ensure funding is available for projects that are “known unknowns” and of a size to be too big for the operational budget, but too unpredictable in timing for the capital budget. The programs proved valuable, however, we’ve learned that there are clear benefits to reworking the programs for administrative purposes and public transparency.</p> <p>The existing programs will be closed and re-launched through new ordinances. Future spending from these programs will require a separate ordinance for any new projects wishing to use the funds set aside for the program.</p>
-------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

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
	0%	0%	100%	0%	0%

FUNDING SOURCE 1: HART-TRAILS	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance <u>\$ 1,053,697</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 61,706</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 100,000</u>	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda <u>\$ 100,000</u>	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance <u>\$ 791,991</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 _____



MEMORANDUM

Ordinance 23-34, An Ordinance of the City Council of Homer, Alaska Amending the FY23 Capital Budget by Appropriating an Additional \$26,383 from the Port Reserve Fund to Complete Work on the Rebuild of Crane #7 on Homer Fish Dock. City Manager/Port Director.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 08 May 2023
From: Bryan Hawkins, Port Director
Through: Rob Dumouchel, City Manager

In the fall of 2022, ordinances 22-65 and 22-66 were brought to council and funding approved for the maintenance rebuild of Crane #7 on the public fish dock. The age of crane #7, the hours logged on the crane, the Port and Harbor maintenance schedule, and the crane's maintenance log all confirmed that it was overdue for maintenance. A contract for the work was awarded to Great Northern Hydraulics, LLC, based on their bid, for an amount of \$140,000. Half of this cost was offset by using 2022 Commercial Passenger Vessel Tax grant revenues and half was covered by the Port reserves.

We anticipated that the rebuild would take a minimum of two months, and communicated to Great Northern Hydraulics that it was necessary that this work be completed during the winter maintenance season as the fishing fleet heavily utilize these cranes during the fishing season, generally set to start in March.

During the course of the rebuild Great Northern Hydraulics discovered cracks and stress damage to the turret and boom cylinders that required specialized certified welding and machining (line boring), which had to be outsourced to a machine shop. Great Northern Hydraulics completed the work, even with the unexpected extra damage, and delivered a fully functional crane 7 back to the dock in time for use during this year's fishing season. However, the unexpected damage and resulting repairs put us \$26,382.10 over the budgeted amount.



Recommendation

Council approval of Ordinance 23-34 appropriating \$26,383 from the Port Reserve fund to complete the rebuild of Crane #7 project and authorize the City manager to execute the appropriate documents

Fiscal Notes:

Additional \$26,383 to be allocated from port reserve fund 456-0380

Attachments:

Ordinance 23-34
Great Northern Hydraulics Quote
Financial Supplement

- 86 YES:
- 87 NO:
- 88 ABSTAIN:
- 89 ABSENT:
- 90
- 91 First Reading: May 8, 2023
- 92 Public Hearing:
- 93 Second Reading:
- 94 Effective Date:

Great Northern Hydraulics, LLC
 907-335-0045
 42720 Kenai Spur Hwy
 Kenai, AK 99611
 sales@gnhyd.com

ESTIMATE

Date	
4/19/2023	CRANE 7

Name / Address
City of Homer Port & Harbor 491 E Pioneer Avenue Homer, AK 99603

Requested by/ Project

Description	Qty	Rate	Total
ADJUSTMENT PRICING FOR THE UNFORESEEN REPAIRS OF CRANE #7 DUE TO CRACKS IN TURRET, BOOM CYLINDER, AND LINE BORE AND MACHINING OF TURRET AND MAIN BOOM.	1	26,382.10	26,382.10
Total			\$26,382.10

**THIS QUOTE DOES NOT INCLUDE FREIGHT.
 LEAD TIME AND DELIVERY DATES BASED UPON
 CURRENT INFORMATION AND ARE SUBJECT TO
 CHANGE**



MEMORANDUM

Ordinance 23-35 An Ordinance of the City Council of Homer, Alaska Amending the FY23 Capital Budget by Appropriating \$110,000 from the Homer Accelerated Roads and Trails (HART) Roads Fund for a Non-Motorized Opportunity Project on West Fairview Avenue. City Manager/Public Works Director.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 08 May 2023
From: Janette Keiser, PE, Director of Public Works
Through: Rob Dumouchel, City Manager

Issue:

The purpose of this Memorandum is to request re-authorization of funding for a non-motorized transportation opportunity related to the Terra Bella Subdivision.

Background:

Ordinance 22-25 appropriated \$750,000 to the Non-Motorized Transportation Opportunity Program within HART Roads. One of the targeted opportunities was to construct an extended shoulder as part of the West Fairview Avenue extension project that would be built as part of the Terra Bella Subdivision. A Task Order in the amount of \$12,960, paid from this Program, was issued to Bishop Engineering to design the extended shoulder. Bishop was the Engineer of Record for the Terra Bella Subdivision improvements. In July, 2022, we reported that the design was almost complete and we still expected construction in 2022. However, that work was delayed and now construction is slated for summer 2023. The expected cost for the extended shoulder work is \$108,698.

We need to do this now because this shoulder extension is written into the Terra Bella Subdivision Development Agreement, which needs to be executed and recorded before the Developer can commence construction of the Terra Bella Subdivision improvements.

Recommendation:

That funding, in the amount of \$110,000, be authorized for the non-motorized transportation opportunity known as the West Fairview Ave Shoulder Extension.

Attachments:

Ordinance 23-35
Financial Supplement

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

3 City Manager/
4 Public Works Director

5 **ORDINANCE 23-35**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING THE FY23 CAPITAL BUDGET BY APPROPRIATING
9 \$110,000 FROM THE HOMER ACCELERATED ROADS AND TRAILS
10 (HART) ROADS FUND FOR A NON-MOTORIZED OPPORTUNITY
11 PROJECT ON WEST FAIRVIEW AVENUE.
12

13 WHEREAS, The City experimented with various small works programs during the 2022
14 and 2023 fiscal years; and
15

16 WHEREAS, Small works programs were developed to ensure funding is available for
17 projects that are “known unknowns” and of a size to be too big for the operational budget, but
18 too unpredictable in timing for the capital budget; and
19

20 WHEREAS, the programs proved valuable, however, we’ve learned that there are clear
21 benefits to reworking the programs for administrative purposes and public transparency; and
22

23 WHEREAS, the existing programs will be closed and re-launched through new
24 ordinances; and
25

26 WHEREAS, future spending from these programs will require a separate ordinance for
27 any new projects wishing to use the funds set aside for the program; and
28

29 WHEREAS, Ordinance 22-25 appropriated \$750,000 to the Non-Motorized
30 Transportation Opportunity Program within HART Roads; and
31

32 WHEREAS, One of the targeted opportunities was to construct an extended shoulder on
33 the West Fairview Avenue Extension project that would be built as part of the new Terra Bella
34 Subdivision; and
35

36 WHEREAS, Design work commenced on the shoulder extension project, paid for with
37 monies authorized by Ordinance 22 -25; and
38

39 WHEREAS, Construction is slated for summer 2023, with an expected cost of \$108,698
40 for the extended shoulder work.
41

42 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
43

CITY OF HOMER
FINANCIAL SUPPLEMENT

PROJECT NAME	<u>Non-Motorized Transportation Opportunity</u>	DATE	<u>05/03/2023</u>
DEPARTMENT	<u>Public Works</u>	SPONSOR	<u>PW Director/City Manager</u>
REQUESTED AMOUNT	<u>\$ 110,000</u>		

DESCRIPTION	<p>Ordinance 22-25 appropriated \$750,000 to the Non-Motorized Transportation Opportunity Program within HART-Roads.</p> <p>One of the targeted opportunities was to construct an extended shoulder on the West Fairview Avenue Extension project that would be built as part of the new Terra Bella Subdivision. Design work commenced on the shoulder extension project, paid for with monies authorized by Ordinance 22 -25. Construction is slated for summer 2023, with an expected cost of \$108,698 for the extended shoulder work.</p>
-------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

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
	0%	100%	0%	0%	0%

FUNDING SOURCE 1: HART-ROADS	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance <u>\$ 5,967,672</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 1,184,195</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 110,000</u>	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda <u>\$ 1,120,000</u>	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance <u>\$ 3,553,477</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 _____



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 Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: May 18, 2023
SUBJECT: City Manager's Report for May 22, 2023 Council Meeting

US Army Corps Charrettes

The US Army Corps of Engineers' charrette process got underway on Wednesday, May 17th and is scheduled to run through Friday, May 19th. Working together with the Army Corps, and our owner's representative HDR, the charrette process was expanded and public engagement opportunities increased beyond what would be provided in a "standard" project study. Only one day of the charrette occurred before submittal of my report, but I have high hopes for the outcome of this early checkpoint in the study.



Todd Cook Wins AWWMA Large System Manager of the Year Award!

In addition to the City's award for the large wastewater system of the year, Todd Cook, Homer's Water/Sewer Superintendent, received the Large System Manager of the Year Award from the Alaskan Water & Wastewater Management Association (AWWMA) at its annual conference in Anchorage on May 10, 2023. This award is in "recognition of excellence in performance as a manager of a large water and/or waste water system in Alaska. "Large" refers to any system serving 2,500 or more customers, which means Todd was chosen from managers representing Anchorage, Wasilla, Juneau and other, much larger cities. Todd has served the citizens of Homer for almost 14 years. He has been instrumental in introducing upgrades to the City's water and waste water operational and maintenance protocols that have improved water quality for Homer customers and Kachemak Bay. Prior to coming to Homer, Todd worked for the water/sewer utilities of Cordova and Sitka.

He plays the Native American flute, bass guitar and drums. His eight children include multiple wrestling champions, boys and girls, who have represented Homer at state and national wrestling tournaments over a period of over 10 years. I'm planning on having Todd make a brief presentation to Council in June about our water and wastewater systems.

Information Technology Plan Update

The IT Division, under the direction of Library Director Dave Berry, developed its first comprehensive Information Technology Plan in 2021. In a time of pandemic, high demand for tech services, and low staffing levels, it was very helpful to deploy a well-structured planning framework to focus our IT efforts. Earlier this year, Bill Jirsa joined the IT team as the Chief Technology Officer. He is currently leading the team through an update to the IT Plan for FY24 and beyond. Our main priorities for the foreseeable future are cyber-security, service management, and infrastructure reliability. We're still understaffed for the size and complexity of our organization's IT assets (I would recommend building up to at least five FTE across the next few years), but with all three budgeted positions filled in IT we are seeing a lot of great work from the team.

Budget Chat on KBBI

Mayor Castner, Councilmember Lord, and I were the guests for this week's Coffee Table program. We spent the hour talking about the budget currently before Council, the process of developing the budget, and answered questions from the host and listeners about the budget.

Summer Reading Program

The Homer Public Library's summer reading program launches on June 3rd. There are numerous special events planned for June and July listed on the City's website: <https://www.cityofhomer-ak.gov/library/summer-hpl-2023>

Return to Municode Meetings

After a year of working with iCompass for agenda management, the Clerk's Office is returning to Municode Meetings. Across the last year, staff worked with iCompass to transition to their platform. Ultimately the program was not a good fit for the City. We did, however, receive benefit from the process. We are quite happy with the look of the new agenda layout, we've also made improvements to internal processes inspired by things we learned in our attempt to transition platforms. We are in the process of moving back to the Municode Meetings program we were using previously. Municode doesn't have as many bells and whistles as iCompass, but it has proven to be a better fit for how we do things here in Homer.

Public Works Campus Land Purchase

I mentioned at a previous meeting that we may be close to having a parcel for Council to consider purchasing as part of a long-term plan to move parts of Public Works out of the tsunami zone and into better fitting facilities for our heavy equipment. Finding an appropriate parcel has been a priority since the Public Works Task Force completed its work in fall of 2021. We've had difficulties finding parcels that meet the City's needs, are available for sale, and have sellers willing to let them go for a price that can be supported by an appraisal. We have zeroed in on an 8+ acre parcel that checks those boxes. I anticipate that an ordinance will come to Council at the next regular meeting for introduction to move forward with a purchase of a parcel for Public Works. We don't currently have a timeline for the next phase of that project, however, if we do purchase land it will open up grant opportunities not currently available to us for relocating the campus.



MEMORANDUM

**Resolution 23-048(S), A Resolution of the City Council of Homer, Alaska Amending the Water and Sewer Utility Financial and Rate Setting Policies and Utility Financial Plan.
City Manager/Public Works Director/Finance Director.**

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 17 May 2023
From: Elizabeth Walton, Finance Director
Through: Rob Dumouchel, City Manager

The purpose of this memo is to outline the changes that have been proposed to the Water and Sewer Utility Financial/Rate Setting Policies.

Proposed Changes:

- Line 18
 - Remove; the Utility Fund is a Special Revenue Fund and as such is not able to bond; all references to bonding has been proposed to be removed
- Line 62
 - Added “Fund” to correct the CARMA reference
- Lines 71-72
 - Added language to make reference to the HAWSP fund and explaining that HAWSP will not be incorporated in this particular policy, as HAWSP has its own dedicated policy manual. Review of the HAWSP policy manual should be done to verify that those financial policies are still appropriate.
- Lines 73-94
 - Remove; HAWSP has its own dedicated policy manual
- Line 95
 - Added “Fund” to correct the CARMA reference
- Lines 100-105
 - Added language to mention incorporation of the 15% reserve transfer in the utility rate model. Also included in this additional language is references to balance minimums and maximums.
- Line 106-107
 - Remove; individual projects are no longer funded directly through rate model
- Lines 118-122
 - Remove; the Utility Fund is a Special Revenue Fund and as such is not able to bond; all references to bonding has been proposed to be removed

- Lines 123-167
 - Remove; this section is connected to HAWSP and is therefore recommended from removal from this policy document. It is also recommended that this section be incorporated into the HAWSP policy manual.
- Line 170
 - Added “expenditures” to follow operating and removed capital expenditures. Direct capital expenditures are no longer funded through the rate model.
- Lines 191-195
 - Section was added to provide a clearer definition of fund balance and its potential role in rate setting and capital funding.
- Lines 207-209
 - Language amended to align policy document with current rate setting practice, which is to develop the rate through the budget process.
- Lines 211-213
 - Added “and” to correct sentence structure after removal of references to debt and capital improvements. These pieces were removed, as debt service is within HAWSP and the direct funding of capital projects is not connected with the rate model.
- Lines 224-225
 - Language added to state City’s goal of future financial planning.

Recommendation: Review the Utility Financial/Rate Setting Policies as proposed and approve Resolution 23-048 amending and adopting the Utility Financial Plan.

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

3 City Manager
4 Public Works Director

5 **RESOLUTION 23-048**

6
7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
8 ADOPTING THE 2023 AMENDMENTS TO THE WATER AND SEWER
9 UTILITY FINANCIAL AND RATE SETTING POLICIES AND UTILITY
10 FINANCIAL PLAN, VERSION 2021- 01.

11
12 WHEREAS, With the passage of Resolution 21-066, the City Council adopted the Water
13 and Sewer Utility Financial and Rate Setting Policies (“Financial Policies”) to guide the
14 development of water and sewer rates, reserve funds and other utility financial matters,
15 including:

- 16 a. Operating Reserves
17 b. Capital Reserves
18 c. Bond Reserves
19 d. Rate Stabilization Reserves
20 e. Debt Issuance and Debt Management
21 f. Balancing the Operating Budget
22 g. Establishing Rates & Fees

23
24 WHEREAS, In the course of developing the FY24/25 water/sewer rates, the City Council
25 recognized the need to make certain amendments to the Financial Policies. These
26 amendments address:

- 27 • How the Utility Capital Asset Repair and Maintenance Allowance (CARMA) Fund is
28 funded and administered
29 • How loans for larger projects can be used to manage cash flow
30 • Defining the Fund Balance and describing how it can be used.

31 WHEREAS, Adopting the Policies and the Utility Financial Plan do not, by themselves,
32 establish rates for water/sewer services as establishing rates is a function of analyzing
33 expenses and revenues as part of the City Council’s annual rate-setting exercise.

34 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, does hereby
35 adopt the 2023 Amendments to the Water and Sewer Utility Financial and Rate Setting Policies
36 and Utility Financial Plan.

37
38 PASSED AND ADOPTED by the Homer City Council this 22nd day of May, 2023.
39
40

41
42
43
44
45
46
47
48
49
50
51

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal note: N/A

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41

**CITY OF HOMER
HOMER, ALASKA**

City Manager
Public Works Director
Finance Director

RESOLUTION 23-048(S)

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
ADOPTING THE 2023 AMENDMENTS TO THE WATER AND SEWER
UTILITY FINANCIAL AND RATE SETTING POLICIES AND UTILITY
FINANCIAL PLAN, VERSION 2021- 01.

WHEREAS, With the passage of Resolution 21-066, the City Council adopted the Water and Sewer Utility Financial and Rate Setting Policies (“Financial Policies”) to guide the development of water and sewer rates, reserve funds and other utility financial matters, including:

- a. Operating Reserves
- b. Capital Reserves
- ~~c. Bond Reserves~~
- d. Rate Stabilization Reserves
- e. Debt Issuance and Debt Management
- f. Balancing the Operating Budget
- g. Establishing Rates & Fees

WHEREAS, In the course of developing the FY24/25 water/sewer rates, the City Council recognized the need to make certain amendments to the Financial Policies. These amendments address:

- How the Utility Capital Asset Repair and Maintenance Allowance (CARMA) Fund is funded and administered
- ~~• How loans for larger projects can be used to manage cash flow~~
- Defining the Fund Balance and describing how it can be used.

WHEREAS, Adopting the Policies and the Utility Financial Plan do not, by themselves, establish rates for water/sewer services as establishing rates is a function of analyzing expenses and revenues as part of the City Council’s annual rate-setting exercise.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, does hereby adopt the 2023 Amendments to the Water and Sewer Utility Financial and Rate Setting Policies and Utility Financial Plan.

PASSED AND ADOPTED by the Homer City Council this 8th day of May, 2023.

42
43
44
45
46
47
48
49
50
51
52

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal note: N/A

1 **City of Homer Water and Sewer**
2 **Water and Sewer Utility**
3 **Financial/Rate Setting Policies**
4 **(AMENDED 2023)**

5
6
7 **Introduction**

8 Financial policies are an important tool for maintaining a financially healthy and sustainable
9 utilities while also maintaining required and/or mandated measures. The Government Finance
10 Officers Association (GFOA), bond rating agencies, and other industry organizations (e.g., the
11 American Water Works Association (AWWA), the Water Environment Federation (WEF))
12 recommend written financial/rate setting policies to provide clear policy direction and guidance.
13

14 The establishment of written financial policies is intended to:

- 15 • Institutionalize sound financial practices
 - 16 • Clarify strategic intent
 - 17 • Define boundaries
 - 18 • ~~Support bond ratings~~
 - 19 • Promote long range strategic thinking
 - 20 • Manage risk
 - 21 • Adhere to established best practices
- 22

23 **Financial Policy Goals and Objectives**

24 The goals of the City’s financial policies are to:

- 25 1. Maintain sufficient revenues for operating and capital needs,
- 26 2. Maintain sufficient reserves, and,
- 27 3. Provide rate stability. Notwithstanding (1) and (2) above, rates will be set to provide
28 rate/revenue stability and avoid major periodic increases.

29 A detailed set of financial policies have been adopted to establish consistency in utility financial
30 planning and rate setting decision-making for the City Council and City management team.
31

32 This framework provides recommendations that take into consideration the typical or median
33 reserve levels for a “AAA” versus a “AA” rated utility. This framework will also enable the City
34 Council to make more informed decisions in establishing the financial targets contained within
35 the financial policies.
36
37
38

39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81

Review and Discussion of the City’s Financial/Rate Setting Policies

The Utility Financial Plan will take into consideration the following financial policies. The financial planning period will be for a minimum of five years to determine overall trends and impacts to reserves and rates over a long-term horizon. The Utility Financial Plan is an integral component of the City’s approach to effectively managing the utilities at a sustainable level to support the service levels of the community.

1. Reserve Funds

Reserve funds shall be established for the City to properly account for the City’s funds, but to also provide adequate reserve levels to address the different types of funding requirements of the City. The City’s reserve policies shall be as follows:

- 1.1 **Operating Reserve** – The City’s operating reserve is an unrestricted reserve. The minimum operating reserve shall be established at 90 Days of annual O&M expenses (approximately 25% of annual O&M for both the Water and Sewer Funds) as outlined in Exhibits 4 and 6 in the Utility Financial Planning models for water and sewer.
- 1.2 **Capital Reserve** – The City currently has two different capital reserves for the water and sewer utilities. The first is the Homer Accelerated Water and Sewer Program (HAWSP). HAWSP is funded through a portion of the voter approved sales tax and assessments levied on benefited properties. The second is the Capital Asset Repair and Maintenance Allowance (CARMA) **Fund**. CARMA is funded annually through a rate surcharge equal to 15% of water and sewer costs and collected through the water and sewer rates.

In general, HAWSP is intended to provide seed money to support expanded access to the City water and sewer system while CARMA is intended to support improvements, repairs, and replacements of the City’s existing infrastructure, and may also be used for Capital Contingencies or Infrastructure Replacement. CARMA and HAWSP funds may be used jointly to fund a project where applicable. The development of the projection of CARMA and HAWSP funds is provided in Exhibits 8 and 9 respectively of the Utility Financial Plan.

1.2.1 Homer Accelerated Water and Sewer Program (HAWSP) – HAWSP will not be incorporated into this financial policy, as HAWSP has its own dedicated policy manual. ~~Voters in the City of Homer established the HAWSP fund to improve the Health and Welfare of the community by funding capital improvements to the City’s water and sewer system. The HAWSP is funded by a voter approved dedicated sales tax, and assessments levied on benefited properties. (See HCC 9.16.010(b).) Specifically, the HAWSP Fund is built from a levy of ¾ of a percent on the retail sales tax. This tax was established by voters and can only be modified through another ballot measure. The key objectives of the HAWSP fund are as follows:~~

- ~~• Provide for water/sewer improvements without placing a heavy financial burden on individual property owners. (Resolution 99-53.)~~

- 82 • ~~Increase the number of users to the system(s), thereby increasing revenues to~~
- 83 ~~the Water and Sewer Enterprise Funds. (Resolution 99-53.)~~
- 84 • ~~Promote construction of additional improvements to the City water and sewer~~
- 85 ~~systems. (See Ordinance 99-14(S)(A).)~~
- 86 • ~~Protect public health. (2016 HAWSP Policy Manual.)~~

87 The HAWSP is generally intended to provide “Seed Money” for major projects (projects
88 that exceed \$1.1 million). The target HAWSP fund value is to be maintained at a level to
89 ~~provide sufficient funding for current long-term debt obligations and annual funding~~
90 ~~needs as outlined in the Utility Financial Plan. The HAWSP fund may additionally be used~~
91 ~~to pay off HAWSP project debt, subject to City Council approval, and may furthermore~~
92 ~~be used in conjunction with CARMA for project funding, especially where an element of~~
93 ~~the project involves extension of service, expansion of capacity, or promotion of public~~
94 ~~health.~~

95 **1.2.2 Capital Asset Repair and Maintenance Allowance (CARMA) Fund** – The CARMA
96 reserve was established to fund improvements, repairs, and replacements to the City’s
97 existing water and sewer systems. The level of CARMA funding can be adjusted by the
98 City Council. “The amount of the CARMA funds shall be established by City Council in
99 the biennial budget based on the projected maintenance and repair needs of the City.”
100 (Ordinance 19-35(S)(A)). **CARMA is funded annually through a rate surcharge equal to**
101 **15% of water and sewer costs and collected through the water and sewer rates.**
102 **Balance minimums and maximums are as follows: Water CARMA - minimum of**
103 **\$500,000 and a maximum of \$1,500,000; Sewer CARMA - minimum of \$500,000 and a**
104 **maximum of \$1,500,000. Additionally, the CARMA accounts may be supplemented**
105 **by transfers from the Utility Operations Fund Balance (with Council**
106 **appropriation).**

107 ~~CARMA shall be funded as an element of the rates at a sufficient level to fund capital~~
108 ~~improvements as identified in the Utility Financial Plan.~~

109 The intent of the City of Homer Water and Sewer CARMA Fund is “for appropriation and
110 expenditure for equipment replacement, fleet replacement, engineering or planning
111 services, major maintenance of city facilities, or any other purpose as identified and
112 recommended by the City Manager and authorized by the City Council...and to extend
113 the life and use of taxpayer funded assets, facilities and infrastructure.” (See Ordinance
114 19-35(S)(A)). The Water and Sewer Utilities - which operate independently - use CARMA
115 Funds for improvements, repairs, and replacements to the City’s existing water and
116 sewer systems. CARMA Funds may additionally be used for capital contingencies or
117 infrastructure replacement and can be used in conjunction with HAWSP to jointly fund
118 a project.

119 ~~**1.3 Bond Reserve** – A bond reserve fund is a restricted reserve. A bond reserve fund shall~~
120 ~~be established, as required and in accordance with anticipated bond covenants for~~
121 ~~specified projects where the City Council intends to pursue bond funding. The minimum~~
122 ~~fund balance of the bond reserve shall be equal to bond reserve requirements set by~~
123 ~~applicable bond covenants.~~

124 ~~2. Debt Issuance and Debt Management~~

125 The City, during the course of normal operations, may issue long-term debt to fund certain capital
126 projects. The establishment of policies related to debt issuance and debt management are
127 intended to minimize the overall long-term costs of the City and utilize long-term debt to the
128 benefit of the City's customers. Provided below are the debt issuance and debt management
129 policies.

130 **2.1 Funding of Annual Renewal and Replacement Capital Projects** — The City will not need
131 to issue long-term debt to fund annual renewal and replacement capital projects, as it
132 will use rate funding, through CARMA, to properly and adequately fund the City's
133 annual renewal and replacement capital projects. Accordingly, the minimum annual
134 funding from rates shall be at least equal to or greater than the City's annual renewal
135 and replacement needs as determined in the Utility Financial Plan.

136 **2.2 Long-Term Debt as a Funding Mechanism for Capital Projects** — The City can consider
137 the use of long-term debt to fund significant non-reoccurring capital projects. The
138 policy objective when issuing long-term debt is to minimize the financial and rate
139 impacts of significant non-reoccurring capital projects, **particularly projects with an**
140 **estimated cost of at least \$300,000.** When structuring such long-term debt, the City
141 shall consider the following factors as:

- 142 ● Current interest rates (costs)
- 143 ● Current amount of the utility's outstanding debt levels
- 144 ● Consistency with the City's debt policy and overall debt level

145 The City shall avoid an over-reliance upon debt by considering the debt service coverage
146 ratios of rating agencies to measure whether the City's debt to capitalization or debt to
147 operating revenue ratios are appropriate. Specifically, the City should maintain a
148 debt/equity ratio which is less than 50% for utility financial planning. In certain
149 circumstances the City may need to exceed this target to fund critical infrastructure
150 projects. In these cases, the City Council will provide guidance on the appropriate target
151 debt/equity ratio. For each debt issuance, the City will identify the funding source for
152 annual principal and interest payments, prior to the approval issuing the debt.

153 **2.3 Types of Long-Term Debt** — To minimize the overall costs of debt, the City shall strive,
154 at all times, to utilize the lowest and best available cost option for issuing debt.

155 **2.4 Bond Covenants** — The City, at all times, shall adhere to and meet any bond covenants
156 put forth by bonds issued by the City. Bond covenants are legal obligations placed upon
157 the City. If the City is not in compliance with bond covenants, the City's management
158 team shall inform the City Council and appropriate action will be taken.

159 **2.5 Debt Service Coverage Ratio** — At all times, the City shall meet the minimum debt
160 service coverage (DSC) requirements associated with bond covenants. For financial
161 planning and rate-setting purposes, the City shall target a minimum DSC of 1.25 times
162 annual debt service on all outstanding debt.

163 **2.6 Debt Funding Through Assessment Revenues** — For certain capital improvements the
164 City may use Assessment District's to fund improvements to provide service to these
165 areas. In these circumstances the City will establish specific criteria for each assessment
166 to ensure the adequate repayment of the assessment to reimburse the funding of the
167 infrastructure providing service. When structuring debt the funding sources will be

168 identified prior to approving the Assessment District.

169 3. Balanced Operating Budget

170 3.1 **Self-Supporting** – The water and sewer utility shall be self-supporting, where current
171 revenue fully funds current operating expenditures and ~~capital expenditures~~ on an
172 annual basis.

173 3.2 **Adequate Funding to Preserve System Assets** – The City’s assets shall be properly
174 operated and maintained to provide for a long life. Annual operating expenditures will
175 be budgeted and funded at a level that promotes the efficient operation of and
176 preservation of assets through the asset’s useful life.

177 3.3 **Evaluation and Monitoring of Cost** – Costs will be monitored monthly to ensure the
178 utility is operated in a cost effective and economically prudent manner and reported to
179 the City Council on a quarterly basis.

180 3.4 **Positive Annual Net Income** – The City shall plan for annual net income (total revenue
181 less O&M, taxes or transfers, debt service, and capital projects funded from rates)
182 greater than or equal to zero (positive balance of funds).

183 3.5 **Strive for Rate Stability** – The City’s rates should be stable over time while generating
184 sufficient revenue. As a part of the annual budgeting process, the City shall review the
185 rates to confirm the adequacy of the current rates.

186 3.6 **Disposition of “One-Time” Revenue** – In instances of large one-time revenues (e.g.,
187 legal settlement), if not specifically earmarked, the funds will be transferred to an
188 appropriate reserve(s) (operating, capital, or rate stabilization).

189 3.7 **Alternative Funding/Revenue Diversification** – To minimize overall rates, the City
190 should explore alternative revenue sources such as grants and direct developer
191 contributions.

192 **3.8 Fund Balance – the Fund Balance is an accumulation of fiscal year net activity**
193 **(revenues over expenditures). The Utility Operating Fund Balance is used when**
194 **purchasing inventory items. These items will be expensed (pulled out of inventory)**
195 **when utilized. It may also be used to replenish the CARMA accounts or “buy down”**
196 **rates.**

197 4. Establishing Rates and Fees

198 The City shall establish rates utilizing industry recognized “generally accepted” rate setting
199 methodologies. This will provide the City with consistency in their ratemaking process, while also
200 establishing rates which are legally defensible. The City’s policies on establishing the water and
201 sewer rates and fees, and the general methodologies to be utilized, are as follows:

202 4.1 **Revenue Requirement Analysis**

203 The revenue requirement analysis provides a projection of the City’s revenues and
204 expenditures for a defined time period. The revenue requirement analysis shall provide
205 the City Council with the information and cost-basis to determine the size and timing of
206 any proposed rate adjustments. The City’s revenue requirement analysis methodology
207 shall consider the following:

- 208 4.1.1 The revenue requirement (financial plan) analysis will be developed **from the**
209 **current year's budget, as part of the budget process.** ~~for a minimum projected~~
210 ~~five-year time period.~~
- 211 4.1.2 Revenue requirements will be established using the “cash basis” methodology.
212 The “cash basis” methodology includes O&M expenses, **and** taxes/transfer
213 payments, ~~debt service (P+I) and capital improvements (renewal and~~
214 ~~replacement) funded from rates.~~ The revenue requirements may include a
215 component for change in working capital/rate stabilization funds to manage
216 reserve balances and mitigate rate impacts.
- 217 4.1.3 Costs shared across utilities shall be allocated to each utility based an equitable
218 allocation method. These may include, but not be limited to, labor ratios,
219 number of customers, revenues, usage etc. The allocation method should be
220 whichever method most equitably allocates the specific cost.
- 221 4.1.4 Any wholesale increases imposed upon the City by a water supplier or
222 wastewater treatment agency will be reviewed for financial/rate impacts.
- 223 4.1.5 The City's revenue requirement analysis shall fully incorporate the City's
224 reserve, ~~debt~~ and budgeting policies.
- 225 **4.1.6 The City's goal is to project revenue requirements for a minimum of five years**
226 **into the future.**

227 4.2 Cost of Service Analysis

228 A cost of service analysis provides an equitable method to allocate the City's water and
229 sewer revenue requirements to the customers utilizing the service. The City's cost of
230 service analysis for the water utility shall use generally accepted cost of service
231 methodologies as defined by the American Water Works Association (AWWA) and the
232 analysis developed for the City's sewer utility shall use cost of service methodologies as
233 defined by the Water Environment Federation (WEF). The City's water and sewer cost
234 of service shall be developed to provide an equitable allocation of costs by taking into
235 consideration a customer group's (e.g. residential, commercial) facility requirements
236 and usage characteristics. The City's specific cost of service policies are as follows:

- 237 4.2.1 The cost of service shall be developed for a projected one-year time period or
238 the period over which rates will be set, utilizing the revenue requirements as
239 developed in 4.1.
- 240 4.2.2 The cost of service analysis shall be designed and developed to consider the
241 unique and specific circumstances of the City's water and sewer system.
- 242 4.2.3 The City shall allocate costs to customer class of service based upon facility
243 requirements and usage characteristics.
- 244 4.2.4 When necessary, the City may phase-in the cost of service results to transition
245 to fully-cost based rates.

246 4.3 Rate Design Analysis

247 The development of cost-based rate designs concludes the City's rate setting process.
248 The development of rate designs utilizes the results from the revenue requirement and
249 cost of service analysis to establish the target level of revenues for each customer class
250 of service (rate schedule). The City's rate design analysis is primarily focused on the

- 251 structure of the rates. The City’s rate design analysis policies are as follows:
- 252 4.3.1 The City shall utilize the results of the revenue requirement analysis and cost of
- 253 service analysis in the development of final proposed rate designs.
- 254 4.3.2 Rates shall be designed to collect the overall target level of revenues for each
- 255 customer class of service.
- 256 4.3.3 The City’s rate designs shall be reflective of the City Council’s rate design goals
- 257 and objectives, while also being reflective of the greater public purpose (e.g.,
- 258 economic development, conservation, etc.).
- 259 4.3.4 The City shall take into consideration both fixed and variable costs in the
- 260 development of final proposed rates. The average unit costs calculated within
- 261 the cost of service analysis provides the cost-information related to fixed and
- 262 variable costs.
- 263 4.3.4 Bill comparisons shall be developed for all proposed rate designs to illustrate the
- 264 general impacts to customers across a range of consumption.
- 265 4.3.5 In establishing the final water and sewer rates, the City’s Council may take into
- 266 consideration neighboring utility rates, but not to the financial detriment of the
- 267 City.

268 **4.4 Other Rate Setting Considerations**

269 Provided below are other policies related to the City’s rate setting process.

- 270 4.4.1 At a minimum, the City shall conduct a comprehensive rate study every five (5)
- 271 years to update assumptions and determine financial sustainability.
- 272



AGENDA ITEM REPORT

**Resolution 23-048, A Resolution of the City Council of Homer, Alaska Amending the Water and Sewer Utility Financial and Rate Setting Policies and Utility Financial Plan.
City Manager/Public Works Director.**

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 08 May 2023
From: Janette Keiser, PE, Director of Public Works/City Engineer
Through: Rob Dumouchel, City Manager

Issue: The purpose of proposed Resolution is to amend the City's Water and Sewer Utility Financial/Rate Setting Policies so said policies can be memorialized when the FY 24/25 water and sewer rates are established.

Background:

With the passage of Resolution 21-066, the City Council adopted the Water and Sewer Utility Financial and Rate Setting Policies ("Financial Policies") to guide the development of water and sewer rates, reserve funds and other utility financial matters, including:

- a. Operating Reserves
- b. Capital Reserves
- c. Bond Reserves
- d. Rate Stabilization Reserves
- e. Debt Issuance and Debt Management
- f. Balancing the Operating Budget
- g. Establishing Rates & Fees

In the course of developing the FY24/25 water/sewer rates, the City Council recognized the need to make certain amendments to the Financial Policies. These amendments address:

- How CARMA is funded and administered
- How loans for larger projects can be used to manage cash flow
- Defining the Fund Balance and describing how it can be used.

RECOMMENDATION:

That the City Council adopt the 2023 Amendments to the Water and Sewer Utility Financial Policies.

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

3 City Manager

4 **RESOLUTION 23-053**

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 IN AN AMOUNT TO BE
11 DISCLOSED, AND AUTHORIZING THE CITY MANAGER TO
12 NEGOTIATE AND EXECUTE THE APPROPRIATE DOCUMENTS.

13
14 WHEREAS, In accordance with the Procurement Policy the Invitation to Bid was
15 advertised in the Homer News on May 4 and 11, 2023, posted on the City Website and sent to
16 three in-state plans rooms; and

17
18 WHEREAS, Bids were due by 2:00 p.m. on Thursday, May 18, 2023 and XX bids were
19 received by the City Clerk's Office; and

20
21 WHEREAS, Bids were publicly opened and read on May 18, 2023 and the firm of XX was
22 determined to be the low, responsive, qualified bidder in the amount of \$XX; and

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

26
27 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, hereby awards the
28 contract for 2023 Lawn Maintenance for Homer Public Library, Homer Police Department,
29 Homer Education and Recreation Complex (HERC) and two city parks to a firm to be
30 announced in an amount to be disclosed, and authorizing the City Manager to negotiate and
31 execute the appropriate documents. City Manager.

32
33 PASSED AND ADOPTED by the Homer City Council this 22nd day of May, 2023.

34
35 CITY OF HOMER

36
37 _____
38 KEN CASTNER, MAYOR

39 ATTEST:

40
41 _____
42 MELISSA JACOBSEN, MMC, CITY CLERK

43
44 Fiscal note: N/A