

Parks & Recreation Advisory Commission



**HAPPY
HALLOWEEN**



Thursday

October 25, 2012

Regular Meeting 5:30 p.m.



City Hall Cowles Council Chambers
491 E. Pioneer Avenue
Homer, Alaska 99603

Prepared and Produced by the City Clerk's Office - 10/19/2012 - rk

**NOTICE OF MEETING
REGULAR MEETING AGENDA**

1. CALL TO ORDER

2. AGENDA APPROVAL

3. APPROVAL OF THE MINUTES (*Minutes are approved during Regular Meetings Only*)

- A. Minutes from the Regular Meeting September 20, 2012 Laydown

4. PUBLIC COMMENT UPON MATTERS ALREADY ON THE AGENDA (*Three minute time limit*)

5. VISITORS (*Visitors normally have 10 minutes for their presentation.*)

- A. Todd Schroder, Homer Soil and Water Conservation District, Diamond Creek Plan
B. Brianna Allen, People's Garden in Bunnell neighborhood

6. STAFF & COUNCIL REPORTS/COMMITTEE REPORTS/BOROUGH REPORTS

- A. Community Recreation – Mike Illg Page 5
B. Staff Report – Julie Engebretsen, Planning Technician/GIS
C. Parks Maintenance – Angie Otteson
D. Kachemak Drive Path Committee Report – Dave Brann Page 9
F. Karen Hornaday Park Committee – Robert Archibald

7. PUBLIC HEARING

8. PENDING BUSINESS

- A. Karen Hornaday Park Day Use Recommendations
B. Web Page Review
C. Budget Update Page 19

9. NEW BUSINESS

- A. Elections
B. Diamond Creek Plan Page 43
C. Dog Park Page 45
D. November and December Meetings Page 47

10. INFORMATIONAL MATERIALS

- A. Reappointment of Robert Archibald to the Commission Page 49
B. Approved Kachemak Drive Resolution 12-079(S) Page 53

11. COMMENTS OF THE AUDIENCE

12. COMMENTS OF THE COUNCILMEMBER (If one has been assigned)

13. COMMENTS OF STAFF MEMBERS

14. COMMENTS OF THE COMMISSION

15. COMMENTS OF THE CHAIR

16. ADJOURNMENT THE NEXT REGULAR MEETING IS NOVEMBER 15, 2012 at 5:30pm in the City Hall
Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer Alaska



CITY OF HOMER

Community Recreation
600 E. Fairview Avenue
Homer, Alaska 99603

Telephone (907) 235-6090
Fax (907) 235-8933
Web Site
www.homercommunityrecreation.com

Staff Report

To: Parks & Recreation Advisory Commission
From: Mike Illg, Community Recreation Coordinator
Date: 10/19/12

1. Awards. I am pleased to share that our local parks and recreation entities were recently recognized by the Alaska Recreation and Parks Association ARPA. The Karen Hornaday Park received the 2011-12 "Facility Excellence" award. In addition, the parks and community recreation program was recognized as the 2011-12 "outstanding organization". These are community based awards as we recognize the collaborative efforts by so many people to provide so much with so little. Great job everyone!
2. Rotary Health Fair. I have reserved a booth for the health fair and would like to ask commissioners if they are interested in sitting at the booth. I will have information to share and possibly a list of project we are working on. The date is Saturday, November 10th. The time is from 7:30 AM to 1 PM. Please connect with me to identify times.
3. HERC. I am glad to see the HERC building is listed as the number four item on the city's CIP list. Hopefully this will reflect the importance and priority of increasing the opportunities for healthy and positive activities for all community members especially for our local youth.

Free Health Screenings

Cardiovascular Fitness Tests, Vision, Blood Pressure, Hearing tests, Memory screenings, Hand Strength testing and more!

Over 65 Informational Booths

Providing free information and demonstrations.

Loads of Door Prizes

\$250 Energy Certificate as Grand Prize!

Eye Glass Collection

Bring your old glasses!

Food Drive

Bring a donation!

Blood Bank

Call 299-0735 to schedule an appointment to donate blood.

Free Child Care

Low Cost Blood Tests

Perfect for the uninsured, underinsured, and those too busy to ever get to the doctors!

- ☐ Wellness Panel – Comprehensive blood analysis \$40
- ☐ PSA – Prostate Screening \$35
- ☐ TSH – Thyroid Screening \$35
- ☐ Vitamin D \$65
- ☐ Cardiac CRP \$45
- ☐ **NEW** – Hemoglobin A1C \$30

Na food or drink, only water, should be consumed 10-12 hours prior to the test. In all cases prescription medication should be taken and diabetics should not fast. Tests are payable by cash or check to Homer Kachemak Bay Rotary.

Get your blood tested in advance at the hospital laboratory ... pick up your results at the fair!

Appointments for both day of health fair and advance draws can be made at www.sphosp.org.

FREE ADMISSION

IT'S YOUR LIFE

TAKE A DAY TO BE WELL

Rotary Health Fair

Saturday, November 10 • 7:30am–1pm
at the Homer High School Commons

EXHIBITORS

Alzheimer's Resource of Alaska

Bahá'í Faith of Homer

Bay Club

Best Beginnings Homer

Big Brothers Big Sisters of Homer

Boys and Girls Club of the Kenai Peninsula – Homer

City of Homer Parks and Recreation

Cook Inlet Council on Alcohol & Drug Abuse CICADA

Cook Inlet Keeper

Depression BiPolar Support Alliance

ECKANKAR

End of the Road Group of Alcoholics Anonymous

Haven House

Healing Transformations & Homer Acupuncture Project

Hear-Say Audiology

Homer Animal Friends

Homer Cancer Support Group

Homer Community Food Pantry

Homer Complete Health Improvement Project

Homer Dental Center Inc – Dr. Vickey Hodnik

Homer Dental Clinic – Dr. Marley and Dr. Anderson

Homer Eye Care Center

Homer Farmers Market

Homer Kachemak Bay Rotary

Homer Kachemak Bay Rotary – Vision Screening

Homer Kachemak Bay Rotary – Youth Exchange Program

Homer Public Health

Homer Senior Citizens, Inc.

Hospice of Homer

ICAN of the Central Peninsula

Independent Living Center

K-Bay Wellness Center

Kachemak Bay College UAA School of Nursing

Kachemak Bay Family Planning Clinic

Kachemak Bay Lions Club

Kachemak Bay Campus – UAA CNA Course

Kachemak Bay Water Trail Association

Kachemak Nordic Ski Club

Kenai Peninsula Prostate Cancer Awareness Group

KPB Office of Emergency Management

MAPP of the Southern Kenai Peninsula

Medical Professionals

Nature Rocks Homer

Ninilchik Traditional Councils Behavioral Health Services

Oholson Mountain Mineral Springs H2O

Overeaters Anonymous – Homer Group

Reflexology and Foot Care

South Peninsula General Surgery

South Peninsula Behavioral Health Services – The Center

South Peninsula Hospital

SPH – Clinic Services

SPH – Diabetes Education

SPH – Imaging Department

SPH – Laboratory

SPH – Pediatric Therapy

SPH – Physical Therapy

SPH – Sleep Center

Sprout

Susitna Family Services

Seldovia Village Tribe Health and Wellness

US Coast Guard Auxiliary

Vitamin D – Paul Seaton

Womenheart of the Central Kenai Peninsula

Yoga for Life

FOR MORE INFORMATION call the Health Fair Hotline
299-0735 or visit online at www.sphosp.org



South Peninsula Hospital



Homer Kachemak Bay Rotary

Rotary Health Fair

Restrooms

20/21
Bay Club LLC
Stage

19 Homer Cancer Support Group

18

17 ECKANKAR

16 Healing Transformations and Homer Acupuncture Project

15 Homer Dental Center, Inc. - Dr. Vicky Hodnik

14

13 U.S. Coast Guard Auxiliary

12

11 Kachemak Bay Water Trail Association

10

9 Nature Rocks Homer

8

7 Kachemak Nordic Ski Club

6

5 Homer Dental Clinic - Dr. Marley & Dr. Anderson

4

3 Ohison Mountain Mineral Springs H2O

2

1 Rotary Door Prizes

Survey Collections

2

1

3

4

5

6

7

8

9

10

11

12

13

14

15

16

17

18

19

22 Kenal Peninsula Prostate Awareness

23

24 ICAN of the Central Peninsula

25

26 MAPP of the SKP

27

28 Alzheimer's Resource of Alaska

29

30 KBAY Family Planning Clinic

31

32 Homer Animal Friends

33

34 Sprout

35

36 Big Brothers Big Sisters

37

38 Best Beginnings Homer

39

40 Hear-Say Susan Bunting, Audiologist

41

42 Cook Inlet Council on Drug & Alcohol Abuse

43

44 Haven House

45

46 Cook Inletkeeper

47

48 Homer Community Food Pantry Food Drive

49

50

51

52

53

54

Restrooms

20/21
Bay Club LLC
Stage

19 Homer Cancer Support Group

18

17 ECKANKAR

16 Healing Transformations and Homer Acupuncture Project

15 Homer Dental Center, Inc. - Dr. Vicky Hodnik

14

13 U.S. Coast Guard Auxiliary

12

11 Kachemak Bay Water Trail Association

10

9 Nature Rocks Homer

8

7 Kachemak Nordic Ski Club

6

5 Homer Dental Clinic - Dr. Marley & Dr. Anderson

4

3 Ohison Mountain Mineral Springs H2O

2

1

Survey Collections

2

1

Rotary Door Prizes

3

4

5

6

7

8

9

10

11

12

13

14

15

16

17

18

19

22 Kenal Peninsula Prostate Awareness

23

24 ICAN of the Central Peninsula

25

26 MAPP of the SKP

27

28 Alzheimer's Resource of Alaska

29

30 KBAY Family Planning Clinic

31

32 Homer Animal Friends

33

34 Sprout

35

36 Big Brothers Big Sisters

37

38 Best Beginnings Homer

39

40 Hear-Say Susan Bunting, Audiologist

41

42 Cook Inlet Council on Drug & Alcohol Abuse

43

44 Haven House

45

46 Cook Inletkeeper

47

48 Homer Community Food Pantry Food Drive

49

50

51

52

53

54

Restrooms

20/21
Bay Club LLC
Stage

19 Homer Cancer Support Group

18

17 ECKANKAR

16 Healing Transformations and Homer Acupuncture Project

15 Homer Dental Center, Inc. - Dr. Vicky Hodnik

14

13 U.S. Coast Guard Auxiliary

12

11 Kachemak Bay Water Trail Association

10

9 Nature Rocks Homer

8

7 Kachemak Nordic Ski Club

6

5 Homer Dental Clinic - Dr. Marley & Dr. Anderson

4

3 Ohison Mountain Mineral Springs H2O

2

1

Survey Collections

2

1

Rotary Door Prizes

3

4

5

6

7

8

9

10

11

12

13

14

15

16

17

18

19

22 Kenal Peninsula Prostate Awareness

23

24 ICAN of the Central Peninsula

25

26 MAPP of the SKP

27

28 Alzheimer's Resource of Alaska

29

30 KBAY Family Planning Clinic

31

32 Homer Animal Friends

33

34 Sprout

35

36 Big Brothers Big Sisters

37

38 Best Beginnings Homer

39

40 Hear-Say Susan Bunting, Audiologist

41

42 Cook Inlet Council on Drug & Alcohol Abuse

43

44 Haven House

45

46 Cook Inletkeeper

47

48 Homer Community Food Pantry Food Drive

49

50

51

52

53

54

Restrooms

20/21
Bay Club LLC
Stage

19 Homer Cancer Support Group

18

17 ECKANKAR

16 Healing Transformations and Homer Acupuncture Project

15 Homer Dental Center, Inc. - Dr. Vicky Hodnik

14

13 U.S. Coast Guard Auxiliary

12

11 Kachemak Bay Water Trail Association

10

9 Nature Rocks Homer

8

7 Kachemak Nordic Ski Club

6

5 Homer Dental Clinic - Dr. Marley & Dr. Anderson

4

3 Ohison Mountain Mineral Springs H2O

2

1

Survey Collections

2

1

Rotary Door Prizes

3

4

5

6

7

8

9

10

11

12

13

14

15

16

17

18

19

22 Kenal Peninsula Prostate Awareness

23

24 ICAN of the Central Peninsula

25

26 MAPP of the SKP

27

28 Alzheimer's Resource of Alaska

29

30 KBAY Family Planning Clinic

31

32 Homer Animal Friends

33

34 Sprout

35

36 Big Brothers Big Sisters

37

38 Best Beginnings Homer

39

40 Hear-Say Susan Bunting, Audiologist

41

42 Cook Inlet Council on Drug & Alcohol Abuse

43

44 Haven House

45

46 Cook Inletkeeper

47

48 Homer Community Food Pantry Food Drive

49

50

51

52

53

54

Restrooms

Minutes of Kachemak Drive Trail Committee, 5:30 p.m., October 11, 2012

Call to Order by Chair Bremicker

Attending: Beth Cumming, Lindianne Sarno (recording), Bumppo Bremicker, chair, Lynne Burt. Kevin Walker, visitor.

Agenda Approval – Beth move, Lynne, second. Approved.

Approval of Minutes of previous Meeting (September 13, 2012), Beth move, Lynne second. Approved.

Visitors, Kevin Walker, not city resident. You got my e-mail (needs Lynne's e-mail address). lynneburt890@gmail.com Resolution addressed first half mile, excludes other three miles. Assume city will help a lot with first half mile. That means I can move onto the other three miles. Allocation of \$20,000 to determine feasibility of first one half mile. Looking at gas line map for other three miles, it looks as if gas line will stay inside right of way. Might try to get out of road and into the sewer line right of way. Kevin is hoping to work with Enstar, acquire relevant survey information, and be able to use that to persuade them to finish their grading to resemble the path, for example ramps on both sides of driveways. Kevin was hoping City would be here this evening. Kevin would like to work closely with the surveyor hired by the city, whoever it is. If city sends out a bid package, Kevin will send it to a person he has worked with before.

Beth recommends Kevin contact Carey Meyer before 8 in the morning.

Bumppo: See if we can add factors to the Enstar survey before it goes out for a bid,

Kevin: If there is extra work, I can do it. Recommend surveyor to survey driveways, for example. The gas company's contractor may have equipment that can work from the road, putting the line into the side of the shoulder. 4" pipe. Won't be high pressure line. Gas line has to be about four feet deep.

We discuss minimum distance between water and sewer.

Bumppo: Factors: Extra fill, ramps for driveway, leave a ten foot pathway that's potentially bikeable with the addition of tyvar and gravel.

Lindianne: Will Kevin be working with surveyor on first half mile also? Can we let Carey Meyer know that we want to be involved in the \$20,000 survey as well as the gas line survey?

Bumppo: we need to do a memo from this group saying we would like a representative from this group to work with the city on that half mile, so that we can help.

Kevin: First half mile, not sure exactly where the flags for the trail are.

Bumppo: Path goes from spit side, along the bottom, gets to one spot where tree is overhead, forks at that point, goes up the hill and on Mud Bay trail. We need to go with the surveyor.

Beth: Marker where city line and road right of way come together = first step.

Memo to Carey Meyer, Walter Wrede, and Homer City Council:
From Kachemak Drive Trail Committee

Thank you to Homer City Council for approving the resolution to allocate up to \$20,000 from the HART fund for the purposes of survey work and an engineering estimate for the first half mile of the proposed Kachemak Drive Trail.

Kachemak Drive Trail Committee requests that the city inform and include this committee in communications with the surveyor, so that we can assist on the ground and in providing information as to where we've flagged out a possible pathway. We are available to do brush clearing, and chain saw work to assist the work of the surveyor. We are interested in who, when and how the survey work will be done. Our goal is to make the \$20,000 go as far as possible by providing volunteer labor at every stage.

Plans, specifications and estimates should be developed with our input. We can provide the pre-engineering packet to the surveyor. We have done a lot of work and it should be shared. Using HOPP as our model, we need cost estimates to break out materials, equipment and labor, so that we can estimate cost savings from volunteer labor.

This committee supports Kevin Walker in his endeavor to provide input, receive information, and share expertise and in effect speak for this committee to the surveyor.

Included are our phone numbers.

Kevin Walker 235-5304, Dave Brann 235-6018, Bumppo Bremicker 399-1345,
Lindianne Sarno 235-2952, Lynne Burt 235-5380, Beth Cumming 235-7971.

Lynne proposes that we accept, Bumppo seconds, this memo is approved.

Second memo:

To Walter Wrede, Homer City Manager:
From Kachemak Drive Trail Committee

This committee supports Kevin Walker in his endeavor to provide input, receive information, and share expertise as a private citizen to the contractor for the proposed gas line and find out if there is a way to connect the gas line work with construction of the Kachemak Drive Trail.

Beth moves, Lynne seconds, memo is accepted.

Kevin leaves November 11 – January 10, 2012. He will go in and talk to Carey Meyer before he leaves, and will be available telephonically if necessary.

Pending Business: Short Term and Long Term Goals of Committee. Beth: what next? To encourage public works to get right at the survey. Don't wait until the snow is too deep.

Memo to City Manager Walter Wrede and Public Works Director Carey Meyer:
From the Kachemak Drive Trail Committee:
The Kachemak Drive Trail Committee strongly urges the Public Works Department to proceed before snowfall with the survey and engineering work as described in resolution 12-079(S).

Lynne moves, Bummipo seconds, memo is approved.

Continued Pending Businesses:

Link to Kachemak Drive Neighborhood Association, phone calls, letter to editor, KBBI, eventual goal is community wide group. Volunteers for building the trail.

Lindianne: Concurrently, look for sources of funding. State, federal, city HART funds, grants. Dave Brann. HART funds will be continuing source of funds to attract matching funds.

Beth: Would like to have numbers available. Plans specifications and estimates. Next meeting is December 13. Request times in January, February. No meeting in November.

Beth: Has been thinking about possibility that whole drive doesn't have to be all one entity, state or city. Why not a city trail, first half mile, and then connect that to possible state trail.

New Business: Future of Kachemak Drive Committee, page 11. We will not consider dissolving this committee until the path is complete and ready for bicyclists. Lindianne moves, Lynne Burt seconds, unanimous approval.

Discussion and Recommendations on Actions Taken by Council at the October 8 meeting: we have already done this, and have memos to go.

Memo to Renee: Meeting dates: First Thursdays from now on would be preferable, and we do not need the city council chambers. We are a small group. We want to meet two weeks before Parks and Rec. Starting with December, January and February. December 6, January 3, February 7. Are these dates possible?

Kevin Walker suggests that we Google State of Alaska Application for Trail Safety, Signing and education projects, Alaska Trail Initiative.

Meeting adjourned by Chair Bremicker at 7:30 p.m.

Office of the City Clerk

Jo Johnson, CMC, City Clerk

Melissa Jacobsen, CMC, Deputy City Clerk II
Renee Krause, CMC, Deputy City Clerk I



491 E. Pioneer Avenue
Homer, Alaska 99603-7624
(907) 235-3130

(907) 235-8121
Extension: 2227
Extension: 2224

Fax: (907) 235-3143
Email: clerk@ci.homer.ak.us

MEMORANDUM

TO: MAYOR WYTHER AND CITY COUNCIL
THRU: WALT WREDE, CITY MANAGER
FROM: KACHEMAK DRIVE TRAIL COMMITTEE
DATE: OCTOBER 16, 2012
RE: EXPRESSING SUPPORT AND CONTACT DESIGNATION

This committee supports Kevin Walker in his endeavor to provide input, receive information, and share expertise as a private citizen to the contractor for the proposed gas line and find out if there is a way to connect the gas line work with construction of the Kachemak Drive Trail.

Office of the City Clerk

Jo Johnson, CMC, City Clerk

Melissa Jacobsen, CMC, Deputy City Clerk II
Renee Krause, CMC, Deputy City Clerk I



491 E. Pioneer Avenue
Homer, Alaska 99603-7624
(907) 235-3130

(907) 235-8121
Extension: 2227
Extension: 2224

Fax: (907) 235-3143
Email: clerk@ci.homer.ak.us

MEMORANDUM

TO: MAYOR WYTHE AND CITY COUNCIL
COPY: CAREY MEYER, PUBLIC WORKS DIRECTOR
THRU: WALT WREDE, CITY MANAGER
FROM: KACHEMAK DRIVE TRAIL COMMITTEE
DATE: OCTOBER 16, 2012
RE: THANK YOU FOR FUNDING AND REQUEST TO BE INCLUDED IN THE COMMUNICATIONS WITH THE SURVEYOR

Thank you to the Homer City Council for approving the resolution to allocate up to \$20,000 from the HART fund for the purposes of survey work and an engineering estimate for the first half mile of the proposed Kachemak Drive Trail.

Kachemak Drive Trail Committee requests that the city inform and include this committee in communications with the surveyor, so that we can assist on the ground and in providing information as to where we've flagged out a possible pathway. We are available to do brush clearing, and chain saw work to assist the work of the surveyor. We are interested in who, when and how the survey work will be done. Our goal is to make the \$20,000 go as far as possible by providing volunteer labor at every stage.

Plans, specifications and estimates should be developed with our input. We can provide the pre-engineering packet to the surveyor. We have done a lot of work and it should be shared. Using HOPP as our model, we need cost estimates to break out materials, equipment and labor, so that we can estimate cost savings from volunteer labor.

This committee supports Kevin Walker in his endeavor to provide input, receive information, and share expertise and in effect speak for this committee to the surveyor.

Included are our phone numbers for questions or concerns.

Kevin Walker 235-5304; Dave Brann 235-6018; Bumpo Bremicker 399-1345; Lindianne Sarno 235-2952; Lynne Burt 235-5380; and Beth Cumming 235-7971.

Office of the City Clerk

Jo Johnson, CMC, City Clerk

Melissa Jacobsen, CMC, Deputy City Clerk II
Renee Krause, CMC, Deputy City Clerk I



491 E. Pioneer Avenue
Homer, Alaska 99603-7624
(907) 235-3130

(907) 235-8121
Extension: 2227
Extension: 2224

Fax: (907) 235-3143
Email: clerk@ci.homer.ak.us

MEMORANDUM

TO: CAREY MEYER, PUBLIC WORKS DIRECTOR
COPY: WALT WREDE, CITY MANAGER
FROM: KACHEMAK DRIVE TRAIL COMMITTEE
DATE: OCTOBER 16, 2012
RE: COMPLETING SURVEY WORK ON KACHEMAK DRIVE TRAIL

At the regular meeting on October 11, 2012 the committee discussed and approved the following recommendation.

The Kachemak Drive Trail Committee strongly urges the Public Works Department to proceed before snowfall with the survey and engineering work as described in resolution 12-079(S).



City of Homer

Planning & Zoning

491 East Pioneer Avenue
Homer, Alaska 99603-7645

Telephone (907) 235-8121
Fax (907) 235-3118
E-mail Planning@ci.homer.ak.us
Web Site www.ci.homer.ak.us

To: Parks and Recreation Advisory Commission
From: Julie Engebretsen, Planning Technician
Date: October 16, 2012

Subject: 2013 Budget

No action needed

Very few of the Parks and Recreation Commission requests will be funded. The draft budget includes:

- \$1,000 for Jack Gist Signage
- \$1,000 addition, for a total of \$2,000 for P&R Commission activities
- \$25,000 for Hart projects: Woodard Creek, Fairview and Greatland (Kachemak Drive \$ will come in its own ordinance)

Reserve projects requested by PW:

- \$35,500 for Jack Gist parking lot
- \$35,500 for Mariner Park vault restroom

No funding increase for seasonal staff. Parks will have more facilities to maintain, with the same amount of labor. The trail brochure update is not funded.

I have attached relevant portions of the draft budget, as well as the Manager's memo. The issues in his memo are what Council will focus on, in addition to their own budget requests and changes. Its helpful when public testimony addresses how something will be paid for – where will the money come from, and how does it meet a need, and how it impacts the concerns in his memo.

Attachments

1. Overhead Allocation chart
2. Budget amendment sheet – sample
3. Budget calendar
4. Draft Parks budget
5. Parks Reserve statement
6. HART Trail Reserve statement
7. Leased property (HERC) budget
8. Community Recreation budget
9. City Manager's budget memo



Where the Land Ends and the Sea Begins

**CITY OF HOMER
OVERHEAD ALLOCATION
BASED ON ADOPTED 2013 BUDGET
BASIS: ESTIMATED WORK EFFORT BY DEPARTMENT**

Department	TOTAL	General Fund	HART Fund	HAWSP Fund	Water Fund	Sewer Fund	Port & Harbor Fund	Cross Total
Mayor & Council	\$ 316,224	\$252,990	\$4,372	\$4,372	\$9,472	\$9,108	\$35,910	316,224
<i>Distribution</i>		80.0%	1.4%	1.4%	3.0%	2.9%	11.4%	100.0%
City Clerk	357,737	146,722	19,783	19,783	42,863	41,214	87,374	357,737
<i>Distribution</i>		41.0%	5.5%	5.5%	12.0%	11.5%	24.4%	100.0%
Janitorial	129,490	110,066	-	-	-	-	19,423	129,490
<i>Distribution- Salaries to PH only</i>		85%	0%	0%	0%	0%	15%	100%
Janitorial	36,500	27,375	-	-	1,825	1,825	5,475	36,500
<i>Distribution- Maintenance & Operations</i>		75%	0%	0%	5%	5%	15%	100%
City Manager	230,816	94,666	12,764	12,764	27,655	26,592	56,374	230,816
<i>Distribution</i>		41.0%	5.5%	5.5%	12.0%	11.5%	24.4%	100.0%
Economic Development	138,592	56,842	7,664	7,664	16,606	15,967	33,850	138,592
<i>Distribution</i>		41.0%	5.5%	5.5%	12.0%	11.5%	24.4%	100.0%
Personnel/Publications	164,410	108,914	-	-	13,815	12,004	29,677	164,410
<i>Distribution</i>		66.25%	0.00%	0.00%	8.40%	7.30%	18.05%	100.00%
Information Technology	198,780	131,683	-	-	16,703	14,514	35,881	198,780
<i>Distribution</i>		66.25%	0.00%	0.00%	8.40%	7.30%	18.05%	100.00%
Finance	775,192	307,565	13,510	65,338	155,149	150,609	83,023	775,194
<i>Distribution</i>		39.67%	1.74%	8.43%	20.01%	19.43%	10.71%	100.00%
Planning Zoning	420,890	315,668	16,836	8,418	8,418	8,418	63,134	420,890
<i>Distribution</i>		75.0%	4.0%	2.0%	2.0%	2.0%	15.0%	100.0%
City Hall Complex	155,688	63,854	8,609	8,609	18,654	17,936	38,025	155,688
<i>Distribution</i>		41.0%	5.5%	5.5%	12.0%	11.5%	24.4%	100%
PW Eng-Inspection	13,300	9,829	-	40	1,742	1,689	-	13,300
<i>Distribution- Maintenance & Operations</i>		73.9%	0.0%	0.3%	13.1%	12.7%	0.0%	100%
Public Works Administration	176,881	152,295	-	8,667	-	-	15,919	176,881
<i>Distribution- Labor, PH & HAWSP Only</i>		86.1%	0.0%	4.9%	0.0%	0.0%	9.0%	100.0%
Public Works Administration	86,594	38,101	-	4,243	18,358	18,098	7,793	86,594
<i>Distribution- Maintenance & Operations</i>		44.0%	0.0%	4.9%	21.2%	20.9%	9.0%	100.0%
Allocation before adjustments	3,201,095	1,816,570	83,538	139,898	331,259	317,974	511,859	3,201,097
Total Water Allocation	\$3,201,095	\$1,816,570	\$83,538	\$139,898	\$331,259	\$317,974	\$511,859	\$3,201,097
Less Hydrant Reimbursement	(91,761)	-	-	-	(91,761)	-	-	(91,761)
Total Allocated	\$3,109,334	\$1,816,570	\$83,538	\$139,898	\$239,498	\$317,974	\$511,859	\$3,109,336
Percent of Allocation	100%	58.42%	2.69%	4.50%	7.70%	10.23%	16.46%	100.00%
COMPARISON OF ALLOCATION 2012 TO 2013								
PERCENT:								
2013 Adopted Budget	100.00%	58.42%	2.69%	4.50%	7.70%	10.23%	16.46%	100.00%
2012 Adopted Budget	100.00%	57.83%	5.31%	8.50%	6.71%	9.32%	12.33%	100.00%
DOLLARS:								
2013 Adopted Budget	\$3,109,334	1,816,570	\$83,538	\$139,898	\$239,498	\$317,974	\$511,859	3,109,336
2012 Adopted Budget	2,993,573	1,731,046	159,044	254,435	200,968	279,013	369,068	2,993,574
Difference (Decrease)	\$115,761	\$85,524	(\$75,506)	(\$114,537)	\$38,530	\$38,961	\$142,791	\$115,762

[illegible]

XX

100000

00002

00.002

01

27500/4

153.429

(00.025) 00.025

225

5.5

040000

172.175

(00.025) 00.025

XX

040000

172.175

20 M. 9/5 for Council US

more money for travel. cut
overline and public education.

planning finance

W. 5. 100

CITY OF HOMER

2013 PROPOSED BUDGET DEVELOPMENT SCHEDULE

DATE	TIME	EVENT
7/23/2012	6:00 PM	Budget Schedule to Council.
8/3/2012		Submit to departments, budget work sheets including salary and fringe benefit costs.
8/13/2012	5:00 PM	During Committee of the Whole, Council to discuss budget priorities for the coming year.
8/13/2012	6:00 PM	Regular Meeting-Public Hearing, Council to seek public input on budget priorities for the coming year.
8/17/2012		Complete budget work sheets, including narratives, and justifications to Finance.
8/27/2012	5:00 PM	During Committee of the Whole, Council to discuss Revenue Sources for General Fund.
9/4/2012		Compile data and return copy to departments for review.
9/10/2012	Week of	City Manager & Finance Director review budget requests with Department Heads.
9/10/2012		Preliminary budget assumptions to Council.
9/24/2012		City Manager submits Draft Proposed Budget to Council.
10/8/2012	5:00 PM	During Committee of the Whole, Council to discuss budget - 1 hour.
10/8/2012	6:00 PM	Regular Meeting - Public Hearing.
10/22/2012	5:00 PM	During Committee of the Whole, Council to discuss budget - 1 hour
10/22/2012	6:00 PM	Regular Meeting-Budget Ordinance and Fee/Tariff Resolutions Introduced.
11/26/2012	5:00 PM	During Committee of the Whole, Council to discuss budget - 1 hour
11/26/2012	6:00 PM	Regular Meeting - Public Hearing.
12/10/2012	6:00 PM	Regular Meeting - Public Hearing & adoption of Proposed Budget.

Draft

**CITY OF HOMER
2013 OPERATING BUDGET**

FUND 100**175 - PARKS/RECREATION/CEMETARY**

		FY 2009	FY 2010	FY 2011	FY 2012	FY 2012	FY 2013	Difference Between	
		Actual	Actual	Actual	Adopted Budget	Amended Budget	Proposed Budget	2012 Amended &	2013 Proposed
<u>Salaries and Benefits</u>									
5101	Regular Employees	\$ 82,881	\$ 96,298	\$ 60,227	\$ 84,686	\$ 84,686	\$ 96,940	12,253	14.47%
5102	Fringe Benefits	59,300	68,998	50,183	57,543	57,543	82,473	24,930	43.32%
5103	P/T Employees	77,537	75,909	56,777	68,655	68,655	68,746	91	0.13%
5104	Fringe Benefits P/T	11,729	13,659	15,194	9,268	9,268	8,820	(448)	-4.84%
5105	Overtime	2,682	362	431	1,520	1,520	1,520	-	0.00%
5107	P/T Overtime	835	1,224	-	-	-	-	-	0.00%
Total Salaries and Benefits		234,963	256,450	182,812	221,672	221,672	258,498	36,826	16.61%
<u>Maintenance and Operations</u>									
5202	Operating Supplies	9,325	14,173	11,318	11,700	11,700	11,700	-	0.00%
5203	Fuel/Lube	16,328	16,542	22,950	22,821	22,821	22,800	(21)	-0.09%
5208	Equipment Maintenance	303	376	9	1,000	1,000	1,000	-	0.00%
5209	Building & Grounds Maintenance	19,132	18,861	14,685	19,000	19,000	19,000	-	0.00%
5210	Professional & Special Services	29,263	33,353	32,692	34,200	34,200	35,200	1,000	2.92%
5214	Rents & Leases Expense	-	-	-	2,500	2,500	2,500	-	0.00%
5215	Communications	170	7	-	800	800	800	-	0.00%
5217	Electricity	8,968	7,921	8,591	11,325	11,325	11,325	(0)	0.00%
5218	Water	17,666	14,321	12,673	14,028	14,028	14,000	(28)	-0.20%
5219	Sewer	17,543	12,784	11,148	11,000	11,000	11,000	-	0.00%
5220	Refuse/Disposal	1,489	809	-	25,000	25,000	25,000	-	0.00%
5227	Advertising	92	162	(40)	400	400	400	-	0.00%
5231	Tools/Equipment	1,719	1,203	1,983	3,350	3,350	3,350	-	0.00%
5235	Memberships/Dues	55	40	-	250	250	250	-	0.00%
5236	Transportation	926	-	-	-	-	-	-	0.00%
5237	Subsistence	330	-	-	-	-	-	-	0.00%
5251	Pioneer Beautification	1,040	553	614	618	618	650	32	5.18%
5252	Credit Card Expense	-	-	-	80	80	80	-	0.00%
5601	Uniform/Clothing Allowance	216	-	196	300	300	300	-	0.00%
5603	Employee Training	154	(275)	-	900	900	900	-	0.00%
5604	Public Education	-	-	-	500	500	500	-	0.00%
5815	Parks & Rec Board	-	-	-	1,000	1,000	2,000	1,000	100.00%
Total Maintenance and Operations		124,720	120,830	116,819	160,772	160,772	162,755	1,983	1.23%
<u>Capital Outlay, Transfers and Reserves</u>									
5990	Transfer to	12,000	-	-	20,000	20,000	20,000	-	0.00%
Total Capital Outlay, Transfers & Reser		12,000	-	-	20,000	20,000	20,000	-	0.00%
Total		\$ 371,683	\$ 377,280	\$ 299,631	\$ 402,445	\$ 402,445	\$ 441,253	38,808	9.64%
Staffing History		4.60	4.67	3.87	4.12	4.12			

LINE - ITEM EXPLANATIONS:

Revenues anticipated to be generated by Parks, Recreation & Cemetery are:

Spit Camping Fees - \$142,000, City Campground Fees - \$18,000, Cemetery Plots - \$1,800.

5101 - 5106 - In 2010, part of the Community Schools Coordinator has been budgeted (12%) in Parks and Recreation's Budget. During summer months this position will help with the coordination of and scheduling therein various parks activities.

Reallocation of Public Works Staff.

5210 - Increased for Jack Gist Signage**5815** - This account was created for the Parks & Rec Commission to use in part for Park Day and frugally as needed for other relate needs. (11/28/11 Council Mtg).**Account Number Explanations: See "Appendix" Tab.**

Dept	Reserve	2013 Beg Bal	Transfers In	Expenditure:	Expenditure:	Expenditure:	2013 End Bal
385	Depreciation Reserve		109,403	-	-	-	109,403

**CITY OF HOMER
2013 OPERATING BUDGET**

Parks & Rec Reserves

156 - 385

Expenses thru 6/30/12

Acct #		2009 Actual	2010 Actual	2011 Budget	2012 Budget	2013 Budget
	Beginning Balance	80,814	71,853	66,060	78,335	108,335
4992	Annual Transfer	12,000			20,000	-
	Transfer Per Ordinance 12-32				40,000	
4905	Donations			50		
	Trans from Future Parks			121,980		
156-37	Transfer from 156 - GF	Ord 09-: 21,500				
	Expenditures	(42,461)	(5,793)	(109,756)		
	Subtotal	71,853	66,060	78,335	138,335	108,335
	Encumbered				(30,000)	(70,500)
	Ending Balance	71,853	66,060	78,335	108,335	37,835

Expenditure Detail

	Ord #	2009		2010		2011		2012		2013	
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Beach Policy Improvements			785								
Jersey Barriers		5,000	3,500								
Jack Gist Ballfield	09-35(A)	23,000	28,000								
Bishop's Beach Shelter	09-35(A)	10,000	10,176								
Transfer energy	10-14				1,018						
Phase I Karen Homaday Pk	10-23(A)			55,000			55,000				
Nick Dudiak Fish Lagoon Imp	10-23(A)			15,000							
Phase I, Jack Gist Pk Imp	10-23(A)			51,980	4,775		54,756				
Mariner Access Relocaqtion	12-28							30,000			
2013 Budget											
Jack Gist Recreation Parking										35,500	
Mariner Park Vault Restroom										35,000	
		38,000	42,461	121,980	5,793	-	109,756	30,000	-	70,500	-

**CITY OF HOMER
2013 OPERATING BUDGET**

**HART Trail Reserves
165-375**

Expenses thru 6/30/12

Acct #		2009 Actual	2010 Actual	2011 Budget	2012 Budget	2013 Budget
	Beginning Balance	188,949	133,314	228,222	339,522	431,688
	Revenue					
4201	Sales Tax	105,959	111,631	134,891	110,589	116,655
4801	Investment Interest	1,131	522	1,995	588	
	Total Revenue	107,090	112,153	136,886	111,177	116,655
5xxx	Expenditures	9,321	3,150	7,815	-	
	Encumbered					25,000
	Transfers Out					
	Debt Payment - Principal					
	Debt Payment - Interest					
	Fund 100 - GF Admin Fees	23,913	16,095	15,770	17,954	8,354
	To 151-741 Ocean Drive					
	Transfers	109,491			1,057	
	Total Transfers	133,404	16,095	15,770	19,011	8,354
	Total Expenditures, Encumbrances & Transfers	142,725	19,245	23,585	19,011	33,354
	Ending Balance	133,314	226,222	339,522	431,688	514,989

Expenditure Detail

		2009		2010		2011		2012		2013	
	Ord #	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Beluga Slough Trail - HART		25,000									
HART - Reber Trail	07-90	54,500					7,815				
HART - W Homer Elementary Trail Phase 1		8,000	1,119								
Contract for a Trail Design Criteria Manual		30,000	8,203		3,150						
2013 Trail Improvements, Greatland, Fairview & KIBud										25,000	
		117,500	9,321	-	3,150	-	7,815	-	-	25,000	-

Project 151-772, an additional \$5,000 was allocated to project, and the full \$30,000 was transferred to project after budget presentation, will be fixed in final budget

Herc + other building

**CITY OF HOMER
2013 OPERATING BUDGET**

**NARRATIVE
GENERAL FUND - LEASED PROPERTY**

This budget reflects the costs associated with providing maintenance of the old school facilities obtained from the borough and other properties the city owns and leases out. UAA has a lease with the City of Homer through May, 2011. The Boys and Girls Club also utilize this facility.

**FUND 100
114 - LEASED PROPERTY**

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Adopted Budget	FY 2012 Amended Budget	FY 2013 Proposed Budget	Difference Between 2012 Amended & 2013
<u>Maintenance and Operations</u>							
5203 Fuel/Lube	54,561	43,765	42,648	28,000	56,000	28,000	(28,000) -50.00%
5208 Equipment Maintenance	-	174	-	700	700	700	- 0.00%
5209 Building & Grounds Maintenance	4,047	3,717	1,383	3,375	3,375	3,375	- 0.00%
5210 Professional & Special Services	3,571	3,571	6,132	1,875	1,875	1,875	- 0.00%
5215 Communications	1,019	497	462	700	700	700	- 0.00%
5217 Electricity	27,215	19,865	20,561	9,000	19,000	9,000	(10,000) -52.63%
5218 Water	1,468	1,751	1,494	1,000	1,000	1,000	- 0.00%
5219 Sewer	1,785	1,613	1,471	1,000	1,000	1,000	- 0.00%
5220 Refuse/Disposal	-	-	-	200	200	200	- 0.00%
5221 Property Insurance	2,621	2,083	1,758	1,934	1,934	1,934	0 0.01%
5223 Liability Insurance	2,086	1,430	626	1,244	1,244	1,244	(0) 0.00%
5227 Advertising	293	-	-	-	-	-	- 0.00%
Total Maintenance and Operations	98,664	78,467	76,535	49,028	87,028	49,028	(38,000) -43.66%
<u>Capital Outlay, Transfers and Reserves</u>							
5990 Transfers to Reserves	24,140	-	-	-	20,000	-	(20,000) -100.00%
Total Capital Outlay, Transfers and Reserves	24,140	-	-	-	20,000	-	(20,000) -100.00%
Total	\$ 122,804	\$ 78,467	\$ 76,535	\$ 49,028	\$ 107,028	\$ 49,028	(27,507) -35.94%

LINE - ITEM EXPLANATIONS:

For the 2012 Budget, Council chose to keep the Boys & Girls Club open through May, 2012. The Boys and Girls Club signed a lease agreement to pay \$750 a month toward expenses.

Account Number Explanations: See "Appendix" Tab.

Dept	Reserve	2013 Beginning Balance	Transfers In	Expenditure	2012 End Balance
396	Depreciation Reserves	200,738	-	-	200,738

**CITY OF HOMER
2013 OPERATING BUDGET**

**FUND 100
115 - COMMUNITY RECREATION**

		FY 2009	FY 2010	FY 2011	FY 2012	FY 2012	FY 2013	Difference	
		Actual	Actual	Actual	Adopted Budget	Amended Budget	Proposed Budget	Between 2012 Amended & 2013	
<u>Salaries and Benefits</u>									
5101	Regular Employees	\$ 53,771	\$ 50,384	\$ 51,478	\$ 52,652	\$ 52,652	\$ 58,813	6,161	11.70%
5102	Fringe Benefits	34,374	34,111	28,732	30,445	30,445	34,304	3,859	12.68%
5102	Fringe Benefit - PERS relief	-	-	-	-	-	6,758	6,758	0.00%
5103	P/T Employees	2,276	2,843	4,472	4,000	4,000	8,000	4,000	100.00%
5104	Fringe Benefits P/T	192	234	364	184	184	724	540	293.48%
Total Salaries and Benefits		90,614	87,572	85,046	87,281	87,281	108,599	21,318	24.42%
<u>Maintenance and Operations</u>									
5201	Office Supplies	-	95	-	500	500	500	-	0.00%
5202	Operating Supplies	1,440	1,587	1,615	2,500	2,500	2,500	-	0.00%
5208	Equipment	193	100	-	500	500	500	-	0.00%
5210	Professional & Special Services	4,875	15,439	13,747	14,500	14,500	14,500	-	0.00%
5215	Communications	1,734	1,849	1,726	1,950	1,950	1,950	-	0.00%
5216	Postage/Freight	364	684	45	50	50	50	-	0.00%
5223	Liability Insurance	1,529	1,199	847	1,029	1,029	955	(74)	-7.22%
5227	Advertising	-	136	906	950	950	950	-	0.00%
5235	Memberships/Dues	183	180	185	185	185	100	(85)	-45.95%
5236	Transportation	283	100	418	250	250	250	-	0.00%
5237	Subsistence	189	-	84	250	250	250	-	0.00%
5238	Printing/Binding	1,560	1,650	1,646	1,800	1,800	1,800	-	0.00%
5603	Employee Training	2,000	-	199	250	250	250	-	0.00%
5614	Car Allowance	-	-	-	300	300	300	-	0.00%
Total Maintenance and Operations		14,350	23,018	21,419	25,014	25,014	24,855	(159)	-0.64%
Total		\$ 104,964	\$ 110,591	\$ 106,465	\$ 112,295	\$ 112,295	\$ 133,454	21,159	18.84%
Staffing History		1.00	0.88	0.88	0.88	0.88			

LINE - ITEM EXPLANATIONS:

5103 - To Increase P/T Wages for supervision and the collection of fees at events.

Account Number Explanations: See "Appendix" Tab.

2013 BUDGET MESSAGE

Fiscal Year 2013

Introduction

Homer City Code Section 3.05.010 requires that the City Manager provide the City Council with a budget proposal for the next fiscal year by the third Friday in October. HCC 3.05.011 states that the budget proposal should be accompanied by a budget message which summarizes the proposal, highlights significant changes from the previous year's budget, and addresses other important fiscal policy considerations.

The budget proposal for Fiscal Year 2013 is attached for your consideration. The Committee of the Whole meeting on October 8th is dedicated entirely to going over the draft budget. The Finance Director will be there to talk about revenue projections and to make sure everyone understands the budget layout and where to find the information they need. The Manager and Department heads will be available to discuss expenditures and overall fiscal policy. It is my goal to make sure the Council understands the budget and the assumptions that went into putting it together. This is a draft budget and is commonly referred to as the "Manager's Budget." Once the budget ordinance is introduced by Council, (scheduled for October 22), it becomes the Council's budget and amendments can be made as Council deems appropriate.

General Fund

The draft budget contains revenue projects that we consider to be realistic and conservative. The projections are based upon audited numbers from Fiscal Year 2011 and revenue received so far for Fiscal Year 2012. This data is supplemented with tax and economic projections provided by the Borough and the State. Finally, we take into consideration information about economic trends provided by local sources such as the Chamber of Commerce and the Marine Trades Association. Once again, we are preparing a budget with limited information regarding revenues. New property tax information and additional sales tax information will become available in November. Therefore, it is possible that the Council will be able make budget amendments based upon this new information prior to final adoption of the budget in December.

On the expenditure side, this can basically be described as a "status quo" or "treading water" budget. The budget is "balanced" in the sense that expenditures do not exceed revenues. Unfortunately, revenue limitations and increases in fixed costs prevent us from proposing that important programmatic and staffing issues be addressed at this time. In addition to that, proposed contributions to depreciation accounts are less than desirable and cannot be increased unless revenue projections improve or significant program cuts are made. Hopefully, it will be possible to address depreciation either before the budget is adopted in December or at mid-year, like Council did this year. By status quo, I mean that with the exception of transfers to depreciation accounts, if it was in the budget last year, it is in the

budget this year. Once again, the Department Heads have been very frugal with respect to operating expenditures. There are very few increases in line items that are discretionary.

On the capital and equipment side, this budget does contain significant proposed expenditures that address the priority needs backlog. A description of these expenditures and a justification for them is included in the budget. These expenditures can be explained more fully at the Committee of the Whole meeting. They include one new police vehicle, a new utility vehicle and SCBA (airpack) equipment maintenance and upgrade for the Fire Department, a vacuum excavator, an 8 cubic yard sander unit, a rubber tire excavator, painting for a backhoe, replacement of a V plow, replacement of a service body unit, and a 2 ton 4by 4 truck at Public Works, Jack Gist parking and drainage improvements, trail improvements at Karen Hornaday Park, Greatland and Fairview, and engineering and design work at Hickerson Cemetery for Parks and Recreation, codification and electronic publishing service for the Clerk's office, and park signage for Public Arts and Parks. Unfortunately, I was not able to approve other worthy projects including new IT server storage arrays and a virtual server hypervisor. I hope to have those added soon.

What is not Included?

This section contains a list of items that are not included in the operating budget that are of great interest and importance to the City Administration, City employees, the Council, and the general public. These are issues that the Council is likely to hear much more about as the budget approval process moves forward.

- COLAs: For the fourth year in a row, the City employees will not receive a COLA under this budget. I was not able to find a way to include that without significant budget reductions to programs and services. The cost of living continues to rise and the value of City compensation continues to erode. This issue is beginning to affect the City's ability to recruit and retain quality employees.
- Personnel: This budget does not include any new personnel, including filling any of the current vacant positions. From a management perspective, I can tell you that we have very urgent needs in some departments, especially IT and Police Dispatch.
- Depreciation: As noted above, this budget contains almost no money for depreciation with the exception of items we must fund like the leave cash out bank, transfers to the revolving energy fund, and the seawall maintenance fund. Fortunately, the fleet reserves are funded.
- Community Recreation Program: The Parks and Recreation Commission has recommended a new Parks and Recreation Department and that the Community Recreation Program be relocated to the HERC Building. Given current fiscal constraints and the uncertainty about the future of the HERC building, none of this is included in this budget. It could be added later if fiscal conditions improve and the Council makes a decision about the future of the building.
- Nonprofits: This budget contains funding for all nonprofits at last year's levels. The Chamber of Commerce has formally requested an increase in its budget allocation and I believe the Pratt Museum may have as well. The Senior Center has requested a line item in the budget and an allocation of \$50,000. Other requests may be coming. None of these requests are included in this draft budget.

Budget Priorities

This section contains the City Manager's budget priorities for items that are presently not included in the budget. If revenue projections improve before December or by mid-year 2013, I would recommend that the following be added to the budget.

- **Personnel:** We have very serious needs in some departments, especially Police Dispatch, IT, and Public Works. There are also staffing problems at the Clerk's office and the Finance Department. Staffing requests at the Fire Department and the Library are well supported and would improve public safety and public services. Parks could really use another seasonal employee. The top, critical priorities from my perspective are filling the vacant police dispatch position, moving a part time IT position to full time, and partial funding for the project manager position at PW.
- **Depreciation:** It is the Council's adopted policy to provide funds for depreciation and I could not agree more. This should be addressed if more revenues become available.
- **COLA:** This issue is very important for competitiveness and for the morale of City employees. Unfortunately, I could not find the money again this year. A 1% COLA would cost approximately \$120,000 for all employees.

Policy Considerations

There are several important General Fund policy consideration that I believe the Council should take into consideration as it moves ahead with budget discussions.

- **Health Care Costs:** Rapidly escalating health insurance costs continue to consume more and more of the available revenues despite recent steps that were taken to restrain or reduce costs. This puts significant constraints on the City's ability to address program and service delivery needs. This budget increases the contribution to the Health Insurance Fund by about \$200,000. This is less than the amount initially recommended by the Finance Director, the Personnel Director and the City's Insurance broker. I would recommend that Council schedule another workshop with the City's insurance broker, possibly early next year to discuss options for containing costs. The broker has provided us with a preliminary list of ideas that would modify the benefit package somewhat, closer to industry standards, and save \$150,000. This proposal has not been shared with the Employee Committee. The Finance Director recommends that we take another look at putting health insurance out to bid.
- **Debt:** The General Fund does not have much in the way of outstanding debt with the exception of a relatively small construction loan for the library. This is a good position to be in. However, the Council is presently considering borrowing about \$12,000,000 to finance the construction of a natural gas distribution system. Although that debt will be repaid through assessments, it is still larger than the entire General Fund Annual Budget. In addition, the City will not begin to receive assessment payments until after the project is completed; in about 2 years. At least one and probably two principle and interest payments will be due in the interim. An independent financial analysis of the City's ability to obtain financing for this amount and its ability to accomodate that amount of debt might be warranted. The Bond Bank would do that for us if we go that route.

- The Disconnect: There continues to be a huge public disconnect between what we want and what we are willing to pay for and maintain. We all love our capital projects. There is no shortage of ideas about new programs, new services, and new infrastructure. There are so many examples and the pressure continues to grow. We continue to build new stuff and make requests for more. Unfortunately, all of that new stuff requires money and increased staffing for maintenance and operations. The City's maintenance and operations responsibilities continue to grow while the budget and staffing levels continue to stagnate and in many cases, decrease. City staff have done an excellent job of increasing efficiency and "doing more with less." However, we are getting very close to our limits and the point of diminishing returns. This needs further public discussion.

Port and Harbor Enterprise Fund

In terms of revenue, FY 2013 is the year that the approved fee increases are implemented fully. So you will notice about a \$450,000 increase in projected revenues. Some of that increase is also attributable to PERS Relief and increased activity at the docks, ramps, and tidelands. We consider these revenue projections to be conservative. They are based on actual revenue receipts in 2011 and receipts to date in 2012. We also take into consideration current revenue trends and business cycles. In short, the projected revenues are sufficient to cover basic maintenance and operations. The Enterprise Fund is balanced in the sense that expenditures do not exceed revenues

Expenditures have changed very little from last year if you look solely at maintenance and operations. The Port and Harbor staff have been very frugal and efficient when it comes to costs that are within their control. The increases in overall expenses are attributable largely to PERS Relief, an increase to the administration fee, and increases in fixed costs. This budget funds depreciation at slightly more than last year's level. It also creates and transfers money to a new Bond Reserves Account as directed by Council. Overall, the Enterprise Fund is in pretty good shape. There are operational needs that cannot be funded at this time but should be identified and prioritized. Chief among them is increasing staffing levels and contributions to depreciation accounts.

This budget contains several important capital expenditures. They are all explained and justified in the budget document and can be discussed more fully at the Committee of the Whole meeting. Capital improvements include refurbishment of one crane on the Fish Dock, drilling a new saltwater well for the fish grinder, refurbishment of the fire carts, a new outboard motor for the harbor skiff, and a patrol truck.

Budget Priorities

If the revenue picture were to change in a positive way, there are several priority items that I would recommend be added to the budget or receive increased funding.

- Depreciation: The depreciation account fund balance is insufficient for the amount of assets the port and harbor owns and maintains and transfers to this account are far below what is recommended by the auditors.
- Funding for refurbishment of another crane.

- Funding for a Port Operations Specialist.

Budget Policy Considerations

- Depreciation: The depreciation account remains insufficient given the assets of the Port and Harbor. This account took a big hit when \$500,000 was transferred recently to the Port Bond Reserves Account. We need to find ways to increase contributions to this fund.
- Revenues for Operations: Fees were increased recently to cover anticipated bond payments. However, this left little room for additional fee adjustments to cover increasing maintenance and operations costs. We recommend that the Council commission an independent port and harbor rate study to determine if fees are adequate and what level of revenue is necessary for sustainability.
- Staffing levels: Staffing levels have not changed for many years but duties and responsibilities have increased dramatically. Most evenings there is only one harbor officer on duty which is a bit risky considering the total value of not only the port and harbor assets, but the value of assets mooring in or otherwise using the facilities.
- Revenues Generally: Significant structural changes are occurring in both the commercial and sport fishing industries. It will be important to monitor these changes and their potential impacts upon the revenues and business model of the port and harbor.

Water and Sewer Special Revenue Fund

There is good news overall about the Water and Sewer Special Revenue Fund. This proposed budget is balanced and there is no need to dip into the reserves, raise fees, or make unsustainable cuts to an already lean budget. The Fund is expected to be operating in the black in 2013 which is good news for all. The fee adjustments adopted by the Council this past summer appear to be having the desired effect.

Revenues for water and sewer services are projected to increase in 2013 due in part to fee adjustments. The revenue numbers are a little skewed by the PERS Relief adjustment which occurs in all of the budgets. But in short, the projected revenues are sufficient to cover budgeted expenditures. The budget is balanced in the sense that expenditures do not exceed revenues.

Expenditures for basic maintenance and operations have changed very little from last year. The water and sewer Superintendent and his staff should be commended for providing a very lean and efficient operating budget. The increases in expenditures shown are mostly attributable to PERS relief, a small increase in the administration fee, and increases in the cost of things like fuel and electricity. This budget transfers the minimal amount (\$200,000) into the depreciation account. More would be desirable.

The draft budget contains a number of capital expenditures. In addition to the cost of new equipment that is shared with Public Works, the capital budget also contains funding for new lift station equipment, sewer treatment plant odor control and bar screen equipment, and sewer pipeline inspection equipment. If more revenues become available, it is recommended that they be placed into the depreciation account.

Policy Considerations

- **Increasing Customers:** This has been discussed many times before. One of the fundamental flaws that needs to be addressed is that we have an expensive and expansive treatment, collection and distribution infrastructure and very few customers to pay for maintenance and operations. There are many ideas for increasing the customer base from in-filling, to expanding the system to the rest of the city, to identifying new buyers for bulk water. All of these ideas should be explored further.
- **Rate Model:** The rate model and fee structure that was approved last summer appears to be working. It looks like it will generate the revenue that is needed. The number of complaints we have received has subsided greatly as people get familiar with the new structure. Perhaps the complaints are on hold because folks recognize that a task force is looking at this issue. At any rate, we would suggest that the Council look long and hard before it makes any new and substantial changes to the rate model. Any change to the model, regardless of how fair it may seem on the surface, will create a new set of winners and losers. The current model is a good one and it has been reviewed several times by independent analysts from the state and a university.



City of Homer Planning & Zoning

491 East Pioneer Avenue
Homer, Alaska 99603-7645

Telephone (907) 235-8121
Fax (907) 235-3118
E-mail Planning@ci.homer.ak.us
Web Site www.ci.homer.ak.us

To: Parks and Recreation Advisory Commission
From: Julie Engebretsen, Planning Technician
Date: October 16, 2012

Subject: Diamond Creek Park Plan

Introduction

Todd Schroder, Homer Soil and Water Conservation District, is scheduled to make a presentation at the meeting, and will have copies of the draft plan.

Todd will be giving an overview of the project and the plan so I won't repeat it here. The plan will also have the same information in it.

Brief history

The City acquired some property between the dump and Diamond Ridge a few years ago, through the State Forest Legacy Program. That program requires all development be approved by the state prior to any construction. It's a lot of work to ask for permission every time someone wants to build a trail on this property! Instead, an overall management plan could be approved by the City and the State, encompassing all the things we hope to do in the coming years. When that is approved, it will be much more straightforward to build trails and improvements already included in the adopted plan.

The state demonstration forest is next to the City property, and the Homer Soil and Water Conservation District has a management agreement with the State to manage the demonstration forest. Their management plan and agreement needed to be updated. They were able to acquire a grant to write a plan that will cover both City and State land (saving the City a lot of staff time and money). Dave Brann has been the Commission's representative to the working group for the plan. Now that the draft plan is complete and ready for public comments, it is going through the public process. A recommendation from the Commission is needed to the City Council.

Conclusion

The first step toward any trail or recreational development on the City property is adoption of a management plan, and approval by the state through the Forest Legacy Program. The City Council will need to pass a resolution, approving the plan.

Requested action: Discuss the plan and make any recommended changes. Please make a recommendation to the City Council to approve the plan.



City of Homer

Planning & Zoning

491 East Pioneer Avenue
Homer, Alaska 99603-7645

Telephone (907) 235-8121
Fax (907) 235-3118
E-mail Planning@ci.homer.ak.us
Web Site www.ci.homer.ak.us

To: Parks and Recreation Advisory Commission
From: Julie Engebretsen, Planning Technician
Date: October 16, 2012

Subject: Dog Park

Commissioner Lillibridge requested this be on the agenda.



Where the Land Ends and the Sea Begins



City of Homer Planning & Zoning

491 East Pioneer Avenue
Homer, Alaska 99603-7645

Telephone (907) 235-8121
Fax (907) 235-3118
E-mail Planning@ci.homer.ak.us
Web Site www.ci.homer.ak.us

To: Parks and Recreation Advisory Commission
From: Julie Engebretsen, Planning Technician
Date: October 16, 2012

Subject: November meeting

We need to see if there will be a quorum for the November 15th meeting. I recommend we cancel the meeting if there will not be a quorum.

No December meeting is scheduled.

The next regular scheduled meeting is January 17th 2012.

If the Commission is interested, we could have a work session in December, to talk about the strategic plan, and what the Commission would like to accomplish in 2013. We could do it during the day, at lunch, whenever. I'm thinking something low key! What worked this year, what didn't...



Where the Land Ends and the Sea Begins



Office of the Mayor
James C. Hornaday
Homer City Hall
491 E. Pioneer Avenue
Homer, Alaska 99603-7624

Phone 907-235-8121 x2229
Fax 907-235-3143

MEMORANDUM 12-151

TO: HOMER CITY COUNCIL

FROM: JAMES C. HORNADAY, MAYOR

DATE: OCTOBER 2, 2012

SUBJECT: REAPPOINTMENT OF ROBERT ARCHIBALD TO THE PARKS AND RECREATION ADVISORY COMMISSION AND TERRY YAGER TO THE LEASE COMMITTEE.

Robert Archibald is reappointed to the Parks and Recreation Advisory Committee. His appointment will expire October 31, 2015.

Terry Yager is reappointed to the Lease Committee. His appointment will expire October 31, 2015.

RECOMMENDATION:

Confirm the reappointments of Robert Archibald to the Parks and Recreation Advisory Commission and Terry Yager to the Lease Committee.

Fiscal Note: N/A



Office of the Mayor

James C. Hornaday

(907) 235-8121 x 2229
FAX 235-3143

Homer City Hall • 491 E. Pioneer Avenue • Homer, Alaska 99603-7624

October 10, 2012

Robert Archibald
PO Box 2460
Homer, AK 99603

Dear Mr. Archibald, *Bob*

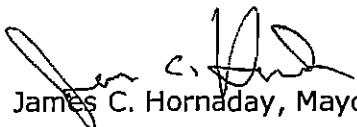
Congratulations! Council confirmed/approved your reappointment to the Parks and Recreation Advisory Commission during their Regular Meeting of October 8, 2012, via Memorandum 12-151.

Your current 2011 Public Official Conflict of Interest Disclosure Statement is already on file.

Thank you for your willingness to continue serving the City of Homer on the Parks and Recreation Advisory Commission. There certainly are exciting times ahead.

Your term will expire October 31, 2015.

Cordially,


James C. Hornaday, Mayor

Enc: Memorandum 12-151
Certificate of Reappointment

Cc: Parks and Recreation Advisory Commission

City of Homer

Homer, Alaska

Mayor's Certificate of Appointment

Greetings

Be It Known That

Robert Archibald

Has been reappointed to

serve as

"Commissioner"


on the

"Parks and Recreation Advisory Commission"

This appointment is made because of your dedication to the cause of good government, your contributions to your community and your willingness to serve your fellow man.



*In Witness whereof I hereunto set my hand
this 10th day of October, 2012.*


JAMES C. HORNADAY, MAYOR

ATTEST:


JO JOHNSON, CMC, CITY CLERK

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, authorizes the allocation of up to \$20,000 for the purposes of survey work and an engineering estimate to determine the cost of constructing the initial one-half mile of the proposed Kachemak Drive Non-Motorized Pathway and authorizes the City Manager and staff to proceed as required to complete these activities.


BE IT FURTHER RESOLVED that the commitment of these funds in no way binds the City of Homer to the construction of either the initial one-half mile of pathway, or any other segments of the proposed Kachemak Drive Non-Motorized Pathway. The contribution is made solely as a good faith show of support for the construction of the Kachemak Drive Non-Motorized Pathway.

PASSED AND ADOPTED by the Homer City Council this 8th day of October, 2012.

CITY OF HOMER


JAMES C. HORNADAY, MAYOR

ATTEST:


JO JOHNSON, CMC, CITY CLERK

Fiscal Note: \$20,000 from HART, Trails Fund, Acct. No. 165-375.

