



## AGENDA

### ADA Advisory Board Regular Meeting

Thursday, February 9, 2023 at 5:00 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](http://www.cityofhomer-ak.gov)

**Zoom Webinar ID: 998 6324 0301 Password: 404451**

<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, 5:00 P.M.**
- 2. AGENDA APPROVAL**
- 3. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA** (3 minute time limit)
- 4. RECONSIDERATION**
- 5. APPROVAL OF MINUTES**
  - 5.A. Unapproved Meeting Minutes **Page 3 - 8**  
[Unapproved Special Meeting Minutes for November 10, 2022](#)
- 6. VISITORS/PRESENTATIONS**
- 7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS**
  - 7.A. ADA Coordinator Report
  - 7.B. Public Works Report
- 8. PUBLIC HEARING(S)**
- 9. PENDING BUSINESS**
  - 9.A. Parks Transition Plan - Status Update **Page 9**  
[Agenda Item Report ADA 23-004](#)
- 10. NEW BUSINESS**
  - 10.A. Advocacy Efforts for ADA Compliance in Homer
  - 10.B. US DOT RAISE PLANNING GRANT APPLICATION AND RECOMMENDATION OF SUPPORT **Page 10 - 11**  
[Agenda Item Report ADA 23-001](#)
  - 10.C. ADA Compliance Projects - Budget Requests **Page 12 - 15**  
[Agenda Item Report ADA 23-002](#)
- 11. INFORMATIONAL MATERIALS**

11.A.	2023 Regular Meeting Schedule - Adopted <a href="#">Resolution 22-085</a>	Page 16 - 19
11.B.	City Hall ADA Compliant Entrance Ramp <a href="#">Agenda Item Report ADA 23-003</a>	Page 20 - 21
11.C.	Board Bylaws <a href="#">ADA Bylaws Adopted</a>	Page 22 - 26
11.D.	ADA Calendar <a href="#">2023 ADA Calendar</a>	Page 27
11.E.	City Manager's Reports <a href="#">CM Report for January 23, 2023</a>	Page 28 - 37
11.F.	Disability Related News Items <a href="#">Rest Areas Getting Adult Changing Rooms</a>	Page 38 - 40
12.	<b>COMMENTS OF THE AUDIENCE (3 MINUTE TIME LIMIT)</b>	
13.	<b>COMMENTS OF THE CITY STAFF</b>	
14.	<b>COMMENTS OF THE BOARD</b>	
15.	<b>ADJOURNMENT</b> Next Regular Meeting is <b>Thursday, April 13, 2023 at 5:00 p.m.</b> All meetings are scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.	

## **1. CALL TO ORDER**

Session 22-07 a Special Meeting of the ADA Advisory Board was called to order by Vice Chair Geisler at 5:03 p.m. on November 10, 2022, from the Cowles Council Chambers, City Hall, located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom webinar. Vice Chair Geisler conducted the meeting since Chair Aderhold was attending via Zoom.

**PRESENT:** BOARD MEMBERS ADERHOLD, GEISLER, DEADRICK, PARSONS, SAFRA AND THORSRUD

**STAFF:** ADA COORDINATOR KRAUSE  
ECONOMIC DEVELOPMENT MANAGER ENGBRETSSEN  
PARKS SUPERINTENDENT STEFFY

## **2. AGENDA APPROVAL**

Vice Chair Geisler requested a motion to approve the agenda.

PARSONS/ADERHOLD MOVED TO APPROVE THE AGENDA AS PRESENTED.

There was no discussion.

VOTE: NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

## **3. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA**

## **4. RECONSIDERATION**

## **5. APPROVAL OF THE MINUTES**

### **5. A. Unapproved Minutes for the Special Meeting of October 13, 2022**

Vice Chair Geisler requested a motion to approve the minutes.

PARSONS/THORSRUD MOVED TO APPROVE THE MINUTES OF OCTOBER 13, 2022.

There was no discussion.

VOTE: NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

## **6. VISITORS/PRESENTATIONS**

## **7. REPORTS**

### **7. A. Public Works Director Report for November 2022**

Vice Chair Geisler seeing that Public Works Director Keiser was not in attendance invited Parks Superintendent Steffy to speak to the report that was provided.

Parks Superintendent Steffy commented on the following:

- Ben Walters Lane Sidewalk Project per lineal cost increases were due to increased utility presence, and storm drainage requirements
- Homer All Ages and Abilities Pedestrian Plan project and possible funding options from the State
  - o Included in the Capital Improvement Plan
- Noted the responses to correct some of the identified issues brought forward at previous meetings by a resident
- Non-motorized and Transportation Plan

Board member Parsons commented on the recognition of the reported issues in the report and inclusion of the HAP in the CIP.

Superintendent Steffy reported the recent incident regarding the known trip hazard in the entrance sidewalk at the airport and responded to a question regarding a proposed timeline to repair or fix the issues that were addressed in item three of the report.

Vice Chair Geisler noted items included in the report that were not discussed for the benefit of the public attending, as City Hall front entrance ramp and a gender neutral family restroom at the Airport Terminal. She inquired if there were any additional comments or questions regarding the Public Works Director's report.

ADA Coordinator Krause requested the Board's input on the idea of the proposed gender neutral family restroom at the airport expressing moderate concern that it would not be available to persons that it is intended or being constructed to accommodate if labeled as a family restroom.

Discussion ensued on the purpose and intent to construct the single stall restroom and identification, suggestions made on modifying the existing restroom stalls in the men's and women's restrooms to include changing tables which would then leave the new restroom stall for its intended purpose. It was noted that the general public will probably still use it but it could be identified as accessible only.

Deputy City Clerk Krause called for a brief recess and quickly logged off the meeting as there was suddenly tremendous feedback noise. She dialed back in on a different phone number which solved the issue.

Vice Chair Geisler called the meeting back to order and requested this item to be on the February agenda for a further update on the proposed location within the airport and recommendation to modify the existing handicap stalls as family stalls.

## **8. PUBLIC HEARING(S)**

## **9. PENDING BUSINESS**

### **9. A. Memorandum from Deputy City Clerk re: Advisory Board Bylaws**

Vice Chair Geisler introduced the item and deferred to Deputy City Clerk Krause.

Deputy City Clerk Krause stated that actions of the Board at the October meeting and the required action needed by the Board at this meeting. She then inquired if there were any additional comments, questions or amendments to the Bylaws as presented and none were offered.

Vice Chair Geisler requested a motion and second to adopt the Bylaws as presented and forward to City Council for approval.

DEADRICK/THORSRUD MOVED TO ADOPT THE ADA ADVISORY BOARD BYLAWS AS PRESENTED AND FORWARD TO CITY COUNCIL FOR FINAL APPROVAL.

There was no further discussion.

VOTE: NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

## **10. NEW BUSINESS**

### **10. A. Advocacy for ADA Accessibility at Homer Businesses**

Vice Chair Geisler introduced the topic and stated that Boardmembers were interested in how they can bring forward promoting the benefits to local businesses coming into compliance with ADA regulations so that Homer can truly be an accessible city. She noted that ADA Coordinator Krause has provided the ADA Guide for Small Businesses and commented that it was a nice document.

Boardmember Deadrick stated that a recommendation was made to distribute to local businesses representatives at Chamber of Commerce meetings and Rotary as initial distribution start.

Vice Chair Geisler mentioned that the Independent Learning Center is moving forward on using an application called “Blue Path” and deferred to Board member Parson.

Boardmember Parson provided a report on what and how Blue Path is used and applied. It is similar to Yelp and is an application that the public can use to rate the accessibility of vendors, stores, services, etc. It originated in Idaho near Washington State University and the aim is to be nationwide. This will be decimated currently by word of mouth and the Independent Living Center will be presenting at the Chamber during one of the monthly meetings.

Vice Chair Geisler explained that it is the customer that will rate the business on how accessible that the individual business really is, this also is easier than attending a six month training course on accessibility requirements.

Boardmember Parson provided a sample that the application will ask a question similar to here is ADA requirement how does this establishment meet that? They also provide a comment section where the person can provide further explanation on the compliance or non-compliant feature.

Members of ILC will be coming familiar with the application and then presentations will be made to local organizations to bring awareness to the local businesses.

Discussion ensued between the Boardmembers on the following points:

- Distribution should be made at the Senior Center, South Peninsula Behavioral Health, ILC, etc., when members of the public can be made aware of the information and Blue Path application.
- Businesses are not going to be willing to spend funds to make those changes
- This information needs to be given or distributed to the people
- Businesses need to be given the information to make them aware of the application, Blue Path

Chair Aderhold requested this topic to be on the agenda to discuss how and what is the role of the ADA Advisory Board in this

At 5:49 p.m. sound was lost between Zoom panelists and members present in the Council Chambers. Technical issues were resolved at 5:53 p.m.

Vice Chair Geisler responded that she believed the ADA Board can be a leader and is responsible for the transition plan for the city and can be a role model for the businesses in City.

Deputy City Clerk Krause responded that Boardmembers can speak at a Chamber of Commerce meeting as long as they are speaking on behalf of the ADA Board. She explained for the benefit of the newest members that since they are now an Advisory Body to Council the Open Meetings Act, Robert’s Rules, Homer City Code are guidelines as will the Bylaws once they

are approved. When speaking to the public on items that the Board may or could take action on the members need to be cognizant of how the public perception may be on that comment. So we emphasize thinking twice before commenting on topics in or on a public forum. The Board should by a minimum of general consensus agree on what they want to represent as an advisory body to Council.

Vice Chair Geisler noted that this item will be on the February agenda and the Board can take action on it at that time. Until then Blue Path is an ILC initiative only.

#### 10. B. 2023 Meeting Schedule

Vice Chair Geisler introduced the item by reading of the title, and noted the meeting dates for the record. She requested a motion and second.

SAFRA/DEADRICK MOVED TO ADOPT THE 2023 REGULAR MEETING SCHEDULE AS PRESENTED.

There was discussion regarding scheduling regular monthly meetings and having breaks to allow the staff to complete tasks, it was noted that August meeting was added as a regular meeting date and special meetings or worksessions could always be scheduled if needed.

VOTE: NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

#### 11. INFORMATIONAL MATERIALS

- 11.A. Follow-up on Citizen Reported Pedestrian Hazards
- 11.B. Access Pathway and Roll & Stow Dispenser

Vice Chair Geisler noted the informational items provided in the packet and commented that Coastal Studies and ILC has Mobi-Mats providing how and best uses for these mats. She noted for the record that ADA Coordinator Krause has recommended the Board have on their next meeting agenda a budget discussion and include the purchase of these for the Community/Park Equipment that can be offered for use at the HERC or Bishops Beach, etc.

#### 12. COMMENTS OF THE AUDIENCE

Pat Case, city resident, commented on the access issues especially the hole that is at the end of the sidewalk on Svedlund and it has not been addressed yet. He then commented on taking a position at ILC Board. Mr. Case then advocated for the Blue Path app, educating businesses, the Bunnell Building becoming ADA Accessible. He then reported that the Chamber of Commerce holds their meetings on an inaccessible second floor of a building that does not have an elevator. He recommended advising the Chamber regarding accessibility and his

excitement regarding the future Svedlund sidewalk which he believed would make it a very accessible world.

Cora Trowbridge, city resident, introduced herself and connections and personal experience with disabilities.

Vice Chair Geisler will forward an application to Ms. Trowbridge.

### **13. COMMENTS OF THE CITY STAFF**

### **14. COMMENTS OF THE COMMITTEE**

Boardmember Parson expressed his appreciation for the assistance from Ms. Krause and keeping the Board running smoothly. He then expressed his appreciation for Mr. Case for attending the meetings and apprising the Board on the issues.

Vice Chair Geisler expressed her appreciation for Ms. Krause and wished her strength in dealing with her daughter's illness.

### **15. ADJOURNMENT**

Seeing no further business before the Board, Vice Chair Geisler adjourned the meeting at 6:15 p.m. A Regular Meeting is scheduled for Thursday, February 9, 2023 at 5:00 p.m. in the Cowles Council Chambers at City Hall located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom webinar.

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Renee Krause, MMC, Deputy City Clerk II/ADA Coordinator

Approved: \_\_\_\_\_





# AGENDA ITEM REPORT

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## Parks Transition Plan - Status Update

**Item Type:** Informational Item  
**Prepared For:** ADA Advisory Board  
**Meeting Date:** 09 Feb 2023  
**Staff Contact:** Renee Krause, Deputy City Clerk/ADA Coordinator

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### Summary Statement:

This memorandum is to advise the Advisory Board that I am slowly inputting the necessary regulations for the compliance issues found at the city parks and campgrounds. I am also reformatting the document into a more concise layout by combining many of the pictures into sections.

I will present the draft document to Board for review and editing at the April meeting. The final draft for the Board approval will be at the May meeting.

I suggest that the Board consider each of the parks, (review previous documents containing the photos of the non-compliant issues, these are available on the city website) for a budget discussion at the April meeting. I would like to submit budget requests for ADA Compliance Projects for Council consideration during the FY23/25 Budget Process. The Parks Transition Plan will be supporting documentation for the request(s).



# AGENDA ITEM REPORT

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## US DOT RAISE PLANNING GRANT APPLICATION AND RECOMMENDATION OF SUPPORT

**Item Type:** Action Memorandum  
**Prepared For:** ADA Advisory Board  
**Meeting Date:** 09 Feb 2023  
**Staff Contact:** Jenny Carroll, Special Projects & Communications Coordinator

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### Summary Statement:

The City of Homer is applying for a FY23 US Department of Transportation RAISE grant to support planning and 65% design completion for missing sections of Homer's non-motorized transportation network. (RAISE is an acronym for the Rebuilding American Infrastructure with Sustainability and Equity grant program.)

The need for accessibility improvements in Homer have been articulated in ADA Transition Plans along with connections within and expansion of safe, accessible non-motorized transportation options in Homer in the City's Comprehensive Plan and Transportation Plans. The need has been strongly voiced by Homer's citizens and has been supported through City Council actions over the years. Some long-needed sidewalks, like on Main Street North have been completed. However, key connections and many central routes are missing and some are difficult to develop given they are on State ROWs.

We are excited for the opportunity to potentially leverage Federal funding to bring sidewalk and pathway improvements to construction-ready status through a RAISE planning grant. Homer's project, named REACH (short for Realizing Equitable Accessible Connectivity in Homer) brings completion of this long-standing, high priority transportation improvement project within reach.

The scope of the project includes inclusive public engagement, system-wide planning and prioritization, environmental analysis, equity analysis, utility investigation, natural hazard risk assessment, preliminary design, benefit-cost analysis, and other pre-construction activities necessary to move expediently to construction phase, potentially with a subsequent RAISE grant application. Sections for consideration under the project scope include the HAPP Loop, Svedlund/Herndon, Main Street South from Pioneer Avenue to Ohlson Lane, Ocean Drive and Kachemak Drive to name a few, and potentially planning for mobility hubs for park and bike/walk options.

Letters of support are an important component of the RAISE grant application. Administration will be bringing a Resolution of Support before City Council for consideration and adoption on February 13, 2023.

**Staff Recommendation:**

Entertain a motion in support of the City of Homer REACH project, 2023 RAISE planning application and recommending that City Council favorably consider a resolution of support.



# AGENDA ITEM REPORT

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## ADA Compliance Projects - Budget Requests

**Item Type:** Action Memorandum  
**Prepared For:** ADA Advisory Board  
**Meeting Date:** 09 Feb 2023  
**Staff Contact:** Jan Keiser, Public Works Director  
**Fiscal Impact:** 126,125.00  
**Attachments:** [FY 24-25 Capital Request Form - Airport Terminal Sidewalk Replacement](#)  
[FY 24-25 Capital Request Form - Airport Terminal ADA -Family Restroom](#)

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### Summary Statement:

Request #1 ADA Compliant Restroom at Homer Airport

This Capital Request will fund the design and purchase of construction materials to build an ADA-compliant, gender-neutral, Family Restroom at the Airport.

The City's ADA Transition Plan identified multiple deficiencies in both the women's and men's restrooms at the airport. Some of the deficiencies are related to geometry; that is, there isn't enough clearance for wheelchairs. It is not feasible to enlarge the existing restrooms. We explored the idea of building a new restroom, which would satisfy multiple needs - be ADA compliant, provide a service for families and be gender neutral, in the where the Pioneer Rental Car currently operates. We commissioned a conceptual design study to ascertain if this was feasible and determined that it was. Most of the design cost relates to satisfying Fire Marshall demands for a complete design of all electrical and mechanical works. Once we have an approved plan, PW staff have the skills to build the facility.

Request #2 Replace a Portion of sidewalk at Homer Airport

This Capital Request will fund the replacement of a portion of the concrete sidewalk at the airport that has buckled due to frost heave. There has already been one serious accident reported where a member of the public was seriously injured in 2022.

### Financial Impact:

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 build it with PW labor, during "shoulder" seasons. Replacement of concrete sidewalk is estimated at

\$50,000. The cost is based on a quote from a reputable local concrete contractor, which I increased by 10% for escalation.

**Attachments:**

[FY 24-25 Capital Request Form - Airport Terminal Sidewalk Replacement](#)

[FY 24-25 Capital Request Form - Airport Terminal ADA -Family Restroom](#)

CITY OF HOMER  
DEPARTMENT BUDGET REQUEST  
FY24 BUDGET

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Requesting Department Public Works

Date 1/12/2023

<input type="checkbox"/> <b>Request for Additional Personnel:</b> Position Title _____ Salary Range & Step _____ Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Hours Per Year _____  <b>(FINANCE DEPT WILL COMPLETE)</b> 5101 Permanent Employees _____ 5102 Fringe Benefits _____ 5103 P/T Employees _____ 5104 Fringe Benefits P/T _____ 5105 Overtime _____ <b>Total Personnel Cost</b> _____	<input checked="" type="checkbox"/> <b>Capital Request</b> (for acquiring/constructing a major, long-term asset valued at \$5,000 or more) <input type="checkbox"/> <b>Operating Line Item Increase</b> Request Title <u>Airport Terminal Sidewalk Repairs</u>  Fund Name: _____  Account Name: _____  Account # _____  Estimated Cost: <u>\$76,175</u>
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**Fully describe the specifics of your budget request i.e. item(s) to be purchased, their function and justification.**

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.

**How is this request necessary for the Department to carry out its mission, or to meet Department goals?**

The City owes Invitees, individuals who come to the Homer Airport, a duty to provide a safe space. An elderly lady tripped on this sidewalk last year, suffering substantial injuries.

**Priority of Need:** This budget request item ranks # ☐ of the department's ☐ budget requests.

Requestor's Name: Jan Keiser

Dept Head Approval \_\_\_\_\_

Date \_\_\_\_\_

City Manager

Recommendation: ☐ Approved ☐ Denied ☐ Amended

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CITY OF HOMER  
DEPARTMENT BUDGET REQUEST

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FY24 BUDGET

Requesting Department Public Works

Date 1/12/2023

<input type="checkbox"/> Request for Additional Personnel: Position Title _____ Salary Range & Step _____ Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Hours Per Year _____	<input checked="" type="checkbox"/> Capital Request (for acquiring/constructing a major, long-term asset valued at \$5,000 or more) Request Title <u>ADA - Family Restroom at Airport</u> Fund Name: _____ Account Name: _____ Account # _____ Estimated Cost: <u>\$50,000</u>	<input type="checkbox"/> Operating Line Item Increase
<b>(FINANCE DEPT WILL COMPLETE)</b> 5101 Permanent Employees _____ 5102 Fringe Benefits _____ 5103 P/T Employees _____ 5104 Fringe Benefits P/T _____ 5105 Overtime _____ <b>Total Personnel Cost</b> _____		

**Fully describe the specifics of your budget request i.e. item(s) to be purchased, their function and justification.**

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.

**How is this request necessary for the Department to carry out its mission, or to meet Department goals?**

The City's ADA Transition Plan identified multiple deficiencies in both the women's and men's restrooms at the airport. Some of the deficiencies are related to geometry; that is, there isn't enough clearance for wheelchairs. It is not feasible to enlarge the existing restrooms. We explored the idea of building a new restroom, which would satisfy multiple needs - be ADA compliant, provide a service for families and be gender neutral, in the where the Pioneer Rental Car currently operates. We commissioned a conceptual design study to ascertain if this was feasible and determined that it was. Most of the design cost relates to satisfying Fire Marshall demands for a complete design of all electrical and mechanical works. Once we have an approved plan, PW staff have the skills to build the facility.

Priority of Need: This budget request item ranks # ☐ of the department's ☐ budget requests.

Requestor's Name: Jan Keiser Dept Head Approval \_\_\_\_\_  
Date \_\_\_\_\_

City Manager  
Recommendation: ☐ Approved ☐ Denied ☐ Amended

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CITY OF HOMER  
HOMER, ALASKA**

City Clerk

**RESOLUTION 22-085**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,  
ESTABLISHING THE 2023 REGULAR MEETING SCHEDULE FOR CITY  
COUNCIL, ECONOMIC DEVELOPMENT ADVISORY COMMISSION,  
LIBRARY ADVISORY BOARD, PARKS ART RECREATION AND  
CULTURE ADVISORY COMMISSION, PLANNING COMMISSION,  
PORT AND HARBOR ADVISORY COMMISSION, AND AMERICANS  
WITH DISABILITIES ACT (ADA) ADVISORY BOARD.

WHEREAS, Pursuant to Homer City Code (HCC) Section 1.14.020, the City Council annually sets the schedule for regular and some special meetings, noting the dates, times and places of the City Council, Planning Commission, Advisory Commissions and Boards; and

WHEREAS, The public is informed of such meetings through notices located at the City Clerk's Office, Clerk's Calendar on KBBI, the City Clerk's Website, and postings at the Public Library; and

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

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

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

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



NOW, THEREFORE, BE IT RESOLVED by the Homer City Council, that the 2023 meeting schedule is established for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks Art Recreation and Culture Advisory Commission, Planning Commission, Port and Harbor Advisory Commission, and the American with Disabilities Act (ADA) Advisory Board of the City of Homer, Alaska, as follows:

HOLIDAYS – City Offices closed:

January 2, New Year's Day, Monday*	February 20, Presidents' Day, third Monday*	March 27, Seward's Day, last Monday	May 29, Memorial Day, last Monday	July 4, Independence Day, Tuesday	September 4, Labor Day, first Monday
October 18, Alaska Day, Wednesday	November 10, Veterans Day, Friday*	November 23 Thanksgiving Day, Thursday	November 24, Friday, the day after Thanksgiving	December 25, Christmas, Monday	

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

CITY COUNCIL (CC)

January 9, 23	February 13, 27	March 13, 28*	April 10, 24	May 8, 22	June 12, 26
July 24**	August 14, 28	September 11, 25	October 3 Election	October 9, 23 Oath of Office October 9	Canvass Board October 6
November 7 Runoff Election	November 27**	December 11***	December 18*** if needed		

\*Second meeting in March will be held on a Tuesday due to Seward's Day.

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

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

City Council's Regular Committee of the Whole Meetings at 5:00 p.m. to no later than 5:50 p.m. prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 p.m. Council will not conduct a First Regular Meeting in July or November.

ECONOMIC DEVELOPMENT ADVISORY COMMISSION (EDC)

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

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

LIBRARY ADVISORY BOARD (LAB)

January 17	February 21	March 21	April 18	May 16	
	August 15	September 19	October 17	November 21	December 19

Library Advisory Board Regular Meetings are held on the third Tuesday of January through May and August through December at 5:30 p.m.

PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION (PARC)

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

Parks, Art, Recreation and Culture Advisory Commission Regular Meetings are held on the third Thursday February through June and August through November at 5:30 p.m.

PLANNING COMMISSION (PC)

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

\*There will be no First Regular Meeting in July 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.

PORT AND HARBOR ADVISORY COMMISSION (PHC)

January 25	February 22	March 22	April 26	May 24	June 28
July 26	August 23	September 27	October 25	November 8	December 13

Port and Harbor Advisory Commission Regular Meetings are held on the fourth Wednesday of January, February, March, April, September, and October at 5:00 p.m.; the fourth Wednesday of May, June, July, and August at 6:00 p.m.; and the second Wednesday of December at 5:00 p.m.

AMERICANS WITH DISABILITIES ACT ADVISORY BOARD (ADA)

	February 9		April 13	May 11	June 8
July 13	August 10		October 12	November 9	

The Americans with Disabilities Act (ADA) Advisory Board Regular Meetings are held on the second Thursday at 5:00 p.m. in the months of February, April, May, June, July, August, October, November, and may call additional meetings as needed.

PASSED AND ADOPTED by the Homer City Council this \_\_\_\_\_ day of November, 2022.

CITY OF HOMER

\_\_\_\_\_  
KEN CASTNER, MAYOR

ATTEST:

\_\_\_\_\_  
MELISSA JACOBSEN, MMC, CITY CLERK

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



# AGENDA ITEM REPORT

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## City Hall ADA Compliant Entrance Ramp

**Item Type:** Informational Item  
**Prepared For:** ADA Advisory Board  
**Meeting Date:** 09 Feb 2023  
**Staff Contact:** Jan Keiser, Public Works Director  
**Attachments:** [Homer City Hall ADA RAMP-A100](#)

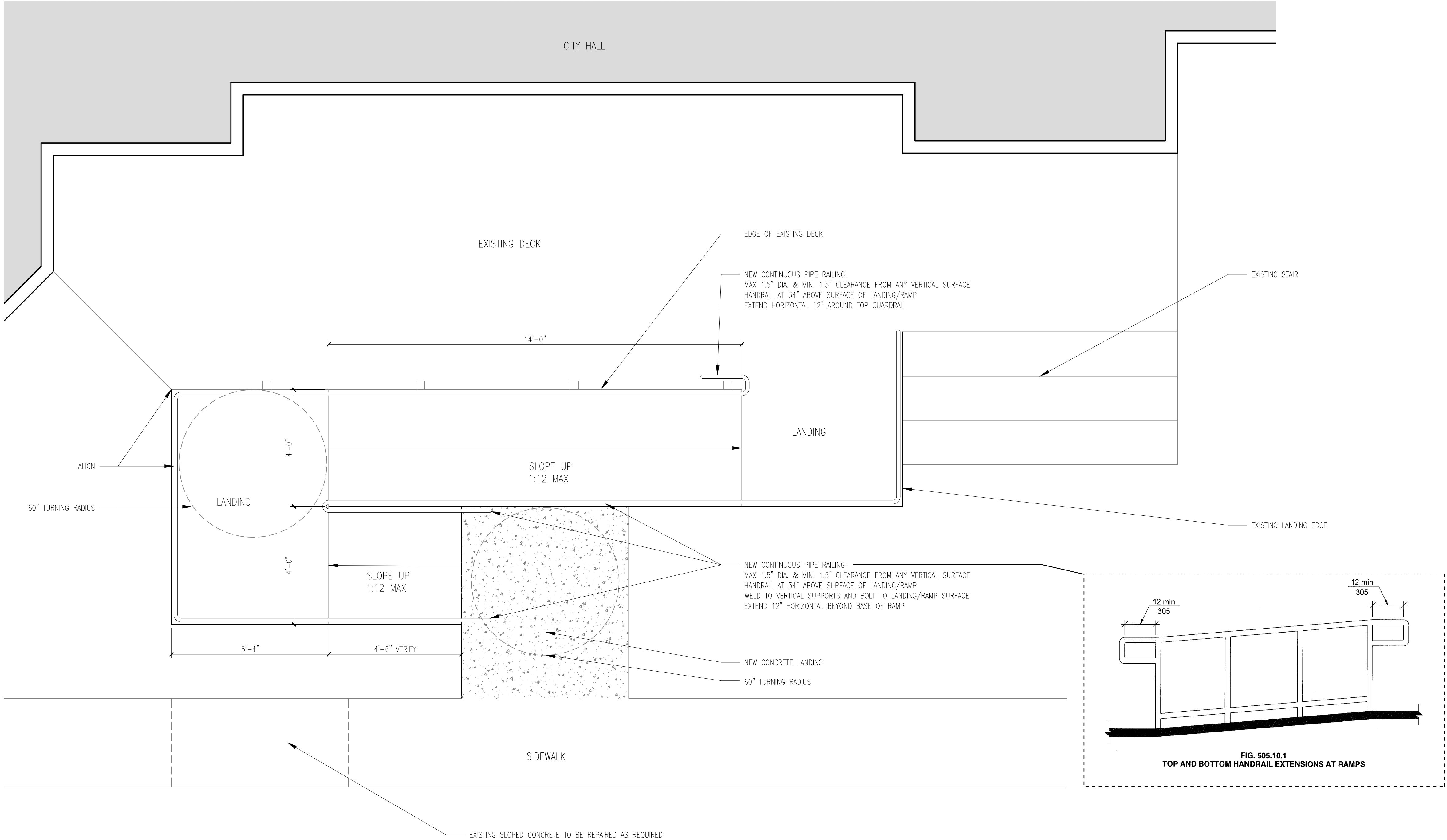
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### Summary Statement:

Attached is the design for the new ADA Compliant Entrance Ramp into City Hall. This ramp design provides the required turning radius for wheelchairs and appropriate handrails.

### Attachments:

[Homer City Hall ADA RAMP-A100](#)



ACCESSIBLE RAMP PLAN

SCALE: 1/2" = 1'-0"

1

RAMP CRITERIA:

- RAMP RUNS SHALL HAVE A RUNNING SLOPE GREATER THAN 1:20 AND NOT STEEPER THAN 1:12
- CROSS SLOPE SHALL NOT BE STEEPER THAN 1:48
- CLEAR WIDTH OF RAMP RUN SHALL BE 36" MIN. 44" IS BEST PRACTICE.
- THE RAMP RISE SHALL 30" MAX.
- LANDINGS: 60" LENGTH MIN. & EQUAL TO WIDTH OF RAMP MIN.
- FLAT LANDING AT BOTTOM OF RAMP REQUIRED.

			DESIGN	CFS
			DRAWN	CFS
			CHECKED	CHECK
			DATE	2/1/2023
			PROJECT No.	10813.2200-
			SHEET NUMBER	A1.00
No.	Date	Item	REVISIONS	

CONSULTANT :

11.17  
DESIGN  
STUDIO

PO BOX 240407  
Anchorage, 99524  
(907) 399-0582

Denver, CO

720 South Colorado Blvd.,  
Suite 410 S  
Denver, CO 80246  
Phone: 303.757.3655

RESPEC

PROJECT :

PROJECT NAME  
Homer City Hall Accessible Ramp

HOMER, ALASKA

SHEET TITLE :

PLAN

DESIGN

CFS

DRAWN

CFS

CHECKED

CHECK

DATE

2/1/2023

PROJECT No.

10813.2200-

SHEET NUMBER

A1.00

1                                   **CITY OF HOMER AMERICAN WITH DISABILITIES ADVISORY BOARD**  
2   **BYLAWS**  
3

4   **ARTICLE I – NAME AND AUTHORIZATION**  
5

6   This organization shall be called the Americans with Disabilities Act (ADA) Advisory Board, established  
7   via Ordinance 22-53(A), existing by virtue of the provisions of Chapter 2.70 of the Homer Municipal Code,  
8   and exercising the powers and authority and assuming the responsibilities delegated under said Code.  
9   The following bylaws were adopted on November 28, 2022 via Resolution 22-088 and shall be in effect  
10   and govern the procedures of the ADA Advisory Board.  
11

12   **ARTICLE II – PURPOSE**  
13

14   Section 1. Act in an advisory capacity to the City Manager and City Council on Title II Regulations of the  
15   Americans with Disabilities Act within the City of Homer which covers programs, activities, and services  
16   of public entities.  
17

18   Section 2. Develop grievance procedures to outline the process of providing for prompt and equitable  
19   resolution of complaints alleging any action that would be prohibited by Title II of the ADA Regulations.  
20

21   Section 3. Develop and perform annual updates to maintain transition plan(s) for city facilities,  
22   programs, parks, trails, play areas and campgrounds, listing any barriers that would limit accessibility  
23   of its programs, activities or services to individuals; the methods to be utilized to remove those barriers  
24   and schedules for taking necessary steps to achieve compliance.  
25

26   Section 4. Perform reviews of any new programs, activities, and services offered by the City of Homer  
27   and incorporate into existing transition plans.  
28

29   Section 5. Annually review the City of Homer Comprehensive Plan and make recommendations  
30   prioritizing accessibility.  
31

32   Section 6. Consider any specific proposal, problem or project as directed by the City Council or the City  
33   Manager and report or submit recommendations thereon directly to the City Council through the City  
34   Manager.  
35

36   **ARTICLE III – MEMBERS**  
37

38   Section 1. The Board shall consist of six members and one Council member. Members shall be  
39   nominated by the Mayor and confirmed by City Council. Not more than three members may reside  
40   outside city limits. Public members will be appointed to serve for three-year terms to expire on August  
41   31<sup>st</sup> of designated years. Council member will be appointed for their term elected.  
42

43   Section 2. Notice of term expirations will be delivered to members by the City Clerk's Office. Members  
44   wishing to continue services upon the completion of a three-year term must submit a reappointment  
45   application to the City Clerk's Office, which is subject to review by the Mayor and confirmed by City  
46   Council. There are no limits on the number of terms a member may serve.  
47

Section 3. Members may not have alternates. If a position is vacated during a term, it shall be filled for the unexpired term by an appointee selected by the Mayor and confirmed by City Council.

Section 4. A member's appointment is vacated under the following conditions:

- A member fails to qualify to take office within 30 days after their appointment;
- A member resigns;
- A member is physically or mentally unable to perform the duties of the office;
- A member is convicted of a felony or of an offense involving a violation of their oath of office; or
- A member has two consecutive unexcused absences, or misses half of all meetings within an appointment year, whether excused or unexcused.

Section 5. The Mayor and City Manager may serve as non-voting, consulting members.

#### **ARTICLE IV – OFFICERS**

Section 1. A Chairperson and Vice-Chairperson shall be elected from among the appointed members at the regular August meeting of the Board.

Section 2. Officers shall serve a term of one year from the August meeting at which they are elected, and until their successors are duly elected. Officers may be re-elected in subsequent years.

Section 3. The Chairperson shall preside at all meetings of the Board, authorize calls for any special meetings, execute all documents authorized by the Board, serve as ex officio/voting member of all committees, and generally perform all duties associated with that office.

Section 4. In the event of the absence of the Chairperson, the Vice-Chairperson shall assume and perform the duties of the Chair. If both the Chairperson and Vice-Chairperson are absent, and a quorum of four members are present, the senior member shall assume and perform the duties and functions of the Chair.

#### **ARTICLE V – CITY STAFF ROLES**

Section 1. The ADA Coordinator shall serve as a staff liaison to the Board. The staff liaison shall assist the Chairperson in setting meetings, preparing agendas, and other documentary material, and coordinating the acquisition of needed materials and training. The staff liaison shall submit reports and recommendations for those agenda items requiring decisions or recommendations by the Board. Other staff having experience, education, and professional training in a subject matter on the agenda may provide input, reports and recommendations, or may provide supplemental information. The information submitted may be oral, written or graphic, or some combination of all.

Section 2. The City Clerk shall designate a recording clerk to take minutes for the Board and serve as the Board's parliamentary advisory pursuant to AS 29.20.380(10) and HCC 2.12.010, and assist the Chairperson with the conduct of the meeting.

#### **ARTICLE VI – MEETINGS**

Section 1. Regular meetings shall be open to the public and held on the second Thursday of each month, excluding the months of January, March, September, and December at 5:00 p.m. in the designated location and shall be posted for public information as required by Homer City Code and Alaska State Statutes.

Section 2. Special meetings and Worksessions may be called by the ADA Coordinator, Chair, or a majority of the Board. Notice of such meetings shall be posted in the same manner as that for regular meetings.

Section 3. A quorum for the transaction of business at any meeting shall consist of four members. For purposes of determining the existence of a quorum, consulting members shall not be counted. Worksessions do not require a quorum, however, no action may be taken at a worksession; items on the agenda are for discussion only.

Section 4. Any member who is unable to attend a meeting, whether regular or special, shall contact the Clerk in advance no later than two hours prior to the scheduled meeting time for excusal.

Section 5. Meeting agenda deadline is at 5:00 p.m. the Wednesday preceding the meeting. Allowances will be made for holidays.

Section 6. The order of business for the regular meetings shall include, but not be limited to, the following items, which shall be covered in the sequence shown, as far as circumstances permit. Agenda shall be posted for public information as required by Homer City Code and Alaska State Statutes.

CITY LOGO	NOTICE OF MEETING	DEPT. CONTACT INFO
	REGULAR MEETING AGENDA	(City Clerk's Office)
	NAME OF BODY	
	DAY OF WEEK, DATE, AND TIME OF MEETING	
	PHYSICAL LOCATION OF MEETING & MEETING ROOM	

1. CALL TO ORDER
2. AGENDA APPROVAL
3. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA (3 minute time limit)
4. RECONSIDERATION
5. APPROVAL OF MINUTES
6. VISITORS/PRESENTATIONS (Chair set time limit not to exceed 20 minutes. Public may not comment on the visitor or the visitor's topic until audience comments. No action may be taken at this time.)
7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS
8. PUBLIC HEARING (3 minute time limit)
9. PENDING BUSINESS
10. NEW BUSINESS
11. INFORMATIONAL MATERIALS (No action may be taken on these matters, for discussion only.)
12. COMMENTS OF THE AUDIENCE (3 minute time limit)
13. COMMENTS OF THE CITY STAFF
14. COMMENTS OF THE COUNCILMEMBER (If one is assigned)
15. COMMENTS OF THE BOARD (includes Comments of the Chair since they are part of the board.)
16. ADJOURNMENT Next regular meeting is scheduled for \_\_\_\_\_. (Note any other worksessions, special meetings, committee meetings etc.) All meetings scheduled to be held in the Homer City



Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska. (The meeting may be scheduled for the Conference Room or virtually.)

Section 7. Per Resolution of the City Council (Resolution 06-115(A)), Public Testimony shall normally be limited to three minutes per person. Exceptions may be provided for at the Chairperson's discretion or by a majority vote of the members in attendance.

Section 8. Recorded minutes shall be made available by the City Clerk's Office to the Board prior to the next meeting and a record of all voting will be included in the minutes of each meeting. Minutes shall be available to the public as required by Homer City Code and Alaska State Statutes.

Section 9. Teleconference participation is allowed per the rules and limitations set forth in Homer City Code 2.58.060.

## **ARTICLE VII – GENERAL OPERATING PROCEDURES**

Section 1. The Board shall abide by the current edition of Robert's Rules of Order insofar as it is consistent with the Board's bylaws, other provisions of Homer City Code, or standing rules. In all other cases, bylaws, the code, or the standing rule shall prevail. This includes, but is not limited to, HCC 1.18 Conflicts of Interest, Partiality, and Code of Ethics; HCC 2.58 Boards and Commissions; HCC 2.70 ADA Advisory Board; and the Open Meetings Act – AS 44.62.310-312.

Section 2. Each member, including the Chairperson, shall vote, and shall not abstain from voting, unless such member claims a conflict of interest, or has an excused absence, in which event the member shall be excused from voting. The member shall then state for the record the basis for the abstention. Four affirmative votes are required to pass a motion. Voting will be by a roll call vote, the order to be rotated; or by unanimous consent if no objection is expressed. Voting by proxy or absentee is prohibited.

Section 3. Any rule or resolution of the Board, whether contained in these Bylaws or otherwise, may be suspended temporarily in connection with business at hand; and such suspension to be valid; may be taken only at a meeting at which at least four of the members of the Board shall be present, and two thirds of those present shall so approve.

Section 4. Training sessions developed or arranged by the City Clerk and approved by the City Manager shall be mandatory unless a member's absence is excused by the Chairperson. The City Manager and/or City Clerk, in their discretion and in consultation with the City Attorney as needed, may develop model procedures to be used as a guide for the Board.

## **ARTICLE VIII – COMMITTEES**

Section 1. Committees of one or more members for such specific purposes as the business of the Board will only become active upon approval of Council. A memorandum and resolution will go before Council outlining the reason, tasks assigned and termination date. Committees shall be considered to be discharged upon completion of the purpose for which it was appointed, and after its final report is made to and approved by the Board.

Section 2. All committees shall make a progress report to the Board at each of its meetings.

189

**190 ARTICLE IX – BYLAW AMENDMENTS**

191

192 The Bylaws may be amended at any meeting of the Board by a majority plus one of the members,

193 provided that notice of said proposed amendment is given to each member in writing. The proposed

194 amendment shall be introduced at one meeting and action shall be taken at the next Board meeting.

195 Amendments to bylaws shall be effective upon approval of the amendments by City Council via

196 resolution.

## ADA ADVISORY BOARD 2023 Calendar

	AGENDA DEADLINE	MEETING	CITY COUNCIL MEETING FOR REPORT*	ANNUAL TOPICS/EVENTS
<b>JANUARY</b>	No Meeting Scheduled			
<b>FEBRUARY</b>	Wednesday 2/1 5:00 p.m.	Thursday 2/09 5:00 p.m.	Monday 2/13 6:00 p.m.	ADA Budget Review *may not be applicable during non-budget years Development of Annual Strategic Plans & Goals
<b>MARCH</b>	No Meeting Scheduled			
<b>APRIL</b>	Wednesday 4/5 5:00 p.m.	Thursday 4/13 5:00 p.m.	Monday 4/24 6:00 p.m.	Review first draft Parks, Playgrounds & Campgrounds Transition Plan ADA Budget Review FY23-FY25
<b>MAY</b>	Wednesday 5/3 5:00 p.m.	Thursday 5/11 5:00 p.m.	Monday 5/22 6:00 p.m.	ADA Budget Review FY23-FY25 Final Draft Parks, Playgrounds & Campgrounds Transition Plan
<b>JUNE</b>	Wednesday 6/7 5:00 p.m.	Thursday 6/8 5:00 p.m.	Monday 6/12 6:00 p.m.	Engage in Education and outreach activities for ADA Compliance in Local businesses to promote Accessible Homer
<b>JULY</b>	Wednesday 7/5 5:00 p.m.	Thursday 7/13 5:00 p.m.	Monday 7/24 6:00 p.m.	Term Expiration Notices/Reapplications Sent Out Start Site Visits for City Trail Transition Plans, Review City Recreation programs for ADA Compliance
<b>AUGUST</b>	Wednesday 8/2 5:00 p.m.	Thursday 8/10 5:00 p.m.	Monday 8/14 6:00 p.m.	<ul style="list-style-type: none"> <li>• Reapplications Due</li> <li>• Continued Site Visits for City Trail Transition Plan, Review City Recreational Programs for ADA Compliance</li> </ul>
<b>SEPTEMBER</b>	No Meeting Scheduled			
<b>OCTOBER</b>	Wednesday 10/4 5:00 p.m.	Thursday 10/12 5:00 p.m.	Monday 10/23 6:00 p.m.	<ul style="list-style-type: none"> <li>• Approve Meeting Schedule for Upcoming Year</li> <li>• Board Training by City Clerk</li> </ul>
<b>NOVEMBER</b>	Wednesday 11/1 5:00 p.m.	Thursday 11/9 5:00 p.m.	Monday 11/13 6:00 p.m.	Review of Strategic Plan & Goals for 2024
<b>DECEMBER</b>	No Meeting Scheduled			

\*The Board's opportunity to give their report to City Council is scheduled for the Council's regular meeting following the Board's regular meeting, under Agenda Item 8 – Announcements/ Presentations/ Borough Report/Commission Reports.



# City of Homer

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## Office of the City Manager

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(f) 907-235-3148

### Memorandum

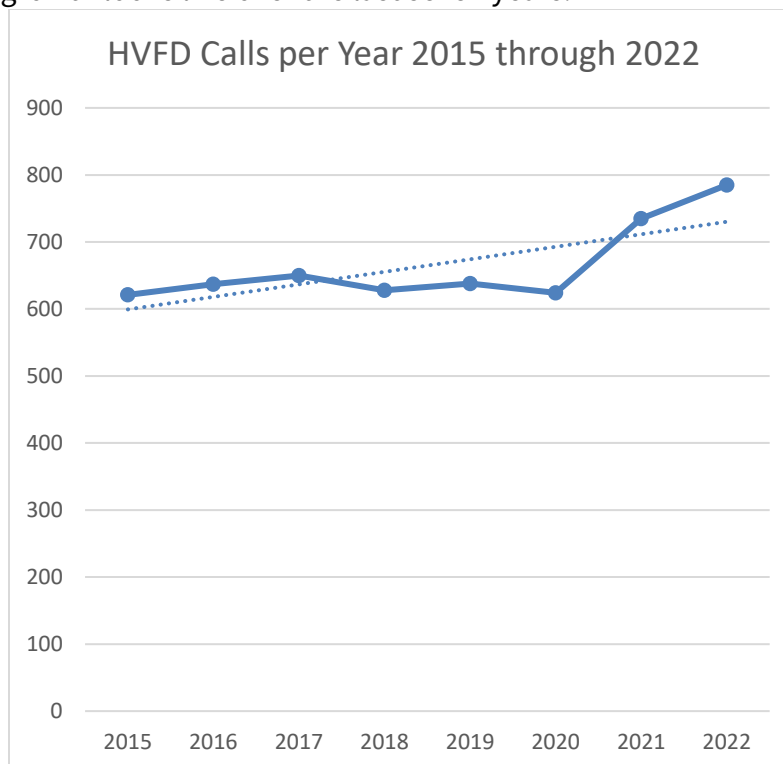
TO: Mayor Castner and Homer City Council  
FROM: Rob Dumouchel, City Manager  
DATE: January 18, 2023  
SUBJECT: City Manager's Report for January 23, 2023 Council Meeting

#### Port Expansion Charrette

The City, working together with Corvus Design, hosted a port expansion charrette on January 16<sup>th</sup>. We held this event because the existing conceptual design is getting old and with the Army Corps' General Investigation on the horizon, it was a good time to conduct some serious public engagement related to the design of the port expansion. While the original intention was to keep the work session relatively small, we ended up with nearly 40 participants which included a large number of individuals who make a living on the water, or supporting those who do. Corvus will be reviewing the information collected during the charrette and creating at two design concepts that we'll be able to use to continue engaging the federal delegation, the State legislature, and the public.

#### Volunteer Fire Calls for 2022 – 785!

The Volunteer Fire Department exceeded our projections for 2022 and responded to 785 calls. The chart below shows what that growth looks like over the last seven years.



## **KPEDD Forum**

On January 6<sup>th</sup> (after I submitted my last report, but before our last Council meeting), I attended the Kenai Peninsula Economic Development District (KPEDD) Industry Outlook Forum. I was part of an hour-long Homer-focused panel moderated by Economic Development Commission chairperson Karin Marks. The conversation largely focused around housing, childcare, transportation, and the recruiting/retention of a local workforce.

## **Juneau Trip**

At the end of January, I am traveling to Juneau with Port Director Bryan Hawkins and Special Projects Coordinator Jenny Carroll. Last year we learned the value of spreading our lobbying efforts throughout the session. This year, we're going in early with staff and then returning in late February with a mix of staff and elected officials during the Alaska Municipal League winter conference. Depending on the outcome of those visits, we may make a third visit before the session closes out. That decision will hinge on the progress made in the first two visits and the perceived opportunities available to Homer.

## **Hard Truths about the HERC**

There has been a theme to recent outreach related to the HERC's redevelopment of pressuring the Council and Administration to move faster. That pressure, while understandable, has been difficult to turn into action because our problem isn't enthusiasm, it's money. I wrote the following with the intent of publishing it in the next City newsletter:

The City organization, and the community, are enthusiastic about the idea of an improved recreation facility in Homer.

It's a hard idea to dislike. I would love to see a beautiful facility perched on the corner of Sterling Highway and Pioneer that draws residents and visitors into the downtown Pioneer corridor. A new facility, as envisioned by the community, would be a huge win for physical and mental health in the community. The right development on that corner is the difference between that area becoming the Pioneer Gateway, or the Pioneer Bypass Throughway.

I'm hearing frustration from some community members regarding the speed of this project. I want to make it very clear that the barrier on the City-side isn't ambition, motivation, or interest. It's money. We can't pay for a modern recreation and community-focused facility with enthusiasm and well-worded public comments. We need millions of dollars.

For a large project, like the redevelopment of the HERC site, the common sources of funding include: grants, taxes, and private donations. While that makes it sound like we should simply find a healthy combination of the three and get to work, it's not quite that easy. There are a few hard truths we have to face in understanding the real climate for development of the project.

### **Hard Truth #1: Homer is not competitive for recreation-facility grants**

Homer is a relatively affluent community and the odds of some other government entity paying for our recreation-focused facilities is very low. The current once in a generation flow of federal funding post-COVID is interested in infrastructure like roads, water and sewer utilities, and broadband expansion. That funding is not directed towards recreational needs. Additionally, the City isn't eligible for Community Development Block Grants which removes the one federal program that I believe

would be the best fit for this project. It is possible that the State of Alaska or the Federal delegation could come through on the City's request for a very large earmark, but it is not likely.

### **Hard Truth #2: Homer has too many tax exemptions to afford a recreation-facility**

Having extremely generous property tax exemptions, a very low sales tax cap, and not having a bed tax at all leaves literally millions of dollars per year in potential revenue on the table. Of the \$1,419,649,200 in assessed real property value within Homer for 2022, only \$830,163,200 was taxable. That difference reduces property tax income to the City of Homer by approximately \$2.6 million. Of the \$569,804,931 in reported sales in Homer during 2021, only \$240,068,331 was taxable. In this case, that's a difference of \$15.9 million. And finally, the perennially controversial bed tax is a potential source of serious income, but it has never been implemented in Homer. Based on 2021 hotel/motel/B&B numbers, revenues could range from \$873,715 at Seward rates (4%) to \$2,621,147 at Anchorage rates (12%). My point here is not to advocate for any specific tax policy, I just want to make it clear that we have made choices which reduce individual tax burdens while also reducing the revenues that pay for public services. Not fully taxing ourselves is a perfectly valid choice for a community to make, but we have to recognize its impacts on our ability to afford certain amenities.

### **Hard Truth #3: Generous private benefactors aren't somebody else, they're us**

Is it possible a mystery benefactor could swoop in and fund the whole facility in exchange for naming rights or some kind of altruistic satisfaction? Absolutely. Should we bank on that? Not a good plan. More realistically, the redevelopment could be partially funded by a lot of us. There are lots of organizations and adults who want to see new recreation facilities in Homer. If those organizations and individuals want to see a project move faster, they need to reach into their wallets. At this time, we have no donors or even anchor tenants willing to commit funds. The only real cash flow generated by the current facility is the \$3/person fee we charge adults for pickleball, basketball, and other gym activities. We're never going to make a meaningful amount of money to put towards redevelopment with operations, the Community Recreation program tops out around \$30,000 to \$40,000 a year in revenue. That doesn't even remotely pay for the likely debt service on a new and improved facility – not to mention the increased staffing required to run such a facility. There is an opportunity for someone, some family, or some business to make a legacy donation to get this project underway, however that funder has not, as of yet, materialized.

If we can collectively accept these hard truths, it will be easier to have a realistic discourse on how we achieve our goals. Hammering on these hard truths is not meant to be a deterrent, but to serve as a reality check. If we want high quality recreation-focused facilities, we have to pay for them. We also have to remember that the City's general fund has a lot of competing priorities impacting public safety. We have the tools and the funds exist in the community, but do we have the political will to ask ourselves and our neighbors to pay more to have more? Alternatively, is the community instead willing to accept less and pursue a smaller project on a less valuable parcel? HERC-advocates need to think about it, talk with the City Council, and engage their neighbors. We can do this together, if we're all willing to give a little.

Attachments: January Employee Anniversaries

Memorandum from Special Projects Coordinator Carroll Re: FY2023-24 Federal Infrastructure Investment and Jobs Act (IIJA) Work Plan



# City of Homer

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## Office of the City Manager

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(p) 907-235-8121 x2222

(f) 907-235-3148

## Memorandum

TO: MAYOR CASTNER AND CITY COUNCIL  
FROM: Andrea Browning, HR Director  
DATE: January 23, 2023  
SUBJECT: January Employee Anniversaries

---

I would like to take the time to thank the following employees for the dedication, commitment and service they have provided the City and taxpayers of Homer over the years.

<b>Teresa Sundmark</b>	<b>Library</b>	<b>16</b>	<b>Years</b>
<b>Tomasz Sulczynski</b>	<b>IT</b>	<b>15</b>	<b>Years</b>
<b>Andrea Browning</b>	<b>Admin</b>	<b>11</b>	<b>Years</b>
<b>Brody Jones</b>	<b>Public Works</b>	<b>9</b>	<b>Years</b>
<b>Jona Focht</b>	<b>Dispatch</b>	<b>8</b>	<b>Years</b>
<b>Lynda Gilliland</b>	<b>Finance</b>	<b>5</b>	<b>Years</b>
<b>Amy Woodruff</b>	<b>Port</b>	<b>2</b>	<b>Years</b>
<b>Rose Riordan</b>	<b>Port</b>	<b>1</b>	<b>Year</b>



## Memorandum

TO: Mayor and City Council  
FROM: Jenny Carroll, Special Projects and Communications Coordinator  
THROUGH: Rob Dumouchel, City Manager  
DATE: January 17, 2023  
SUBJECT: FY2023-24 Federal Infrastructure Investment and Jobs Act (IIJA) Work Plan

- I. **Issue:** This memo summarizes recommendations to the City of Homer (City) for a fiscal year 2023-2024 Federal IIJA grant application and project development strategy.
- II. **Background:** City staff from Administration, Public Works, Economic Development and Finance Departments worked with HDR Engineering under a Task Order to analyze City of Homer Legislative Priority projects (and other projects in the City's FY24 Capital Improvement Plan) (CIP) for competitiveness under the Federal IIJA grant programs. This effort was an all-hands-on-deck, deep strategic dive into City projects.

HDR developed recommendations based on the projects or bundled projects they determined are competitive for the types of IIJA funding currently available. HDR's recommendations, strategies and specific application details were provided to City Council at a January 9, 2023 Worksession via a [powerpoint presentation](#), project specific write ups and an Excel workbook that aggregates activities to give a programmatic view and plans out application costs and potential match costs per project per year.

Of the nine Legislative Priority projects, six provided a particularly strong match to IIJA grant programs and primarily form the basis for the work plan presented below. The Multi-Use Community Center project envisioned for the HERC site did not have a strong nexus to current Federal IIJA grant opportunities. State and Federal appropriation requests for this project were recommended. The Karen Hornaday Park (KHP) Improvements project also did not have a strong nexus. HDR directed us to state grant sources the City has traditionally sought for KHP; their project positioning recommendation is included in the work plan. The A-Frame Water Transmission Line Replacement project was considered as part of a bundled look at Water System Improvements. FEMA's Hazard Mitigation Grant Program (HMGP) was recommended. The City is currently in the process of securing HMGP funding for the Raw Water Transmission Main, so seeking funding through this source is not currently part of the FY23-24 IIJA workplan.

- III. **Work Plan:** Based on HDR recommendations, administration has developed the following workplan.





## Streets, Sidewalks, Trails

1. Depending on projects invited forward, the City will apply for Alaska Department of Transportation and Public Facilities (DOT&PF) Community Transportation Program and Transportation Alternative Program funding for projects the DOT&PF determined were eligible.

Svedlund / Herndon Street Sidewalks
Ben Walters Sidewalk
Homer All Ages & Abilities Pedestrian Path (HAPP)
Kachemak Drive Separated Pedestrian Pathway

- a. Applications are due February 24, 2023.
  - b. Local match for successful applications is 9.03% of State costs to construct the improvement, plus a contingency fund of 50% on preconstruction phases and 15% on the construction estimate. The State has not yet provided the City with scoping and cost estimates.
2. A Federal RAISE planning grant is underway to access planning and design funding to bring projects to 65% design. Once the projects are refined and partially designed, additional federal grant and formula funding for construction may be pursued.
    - a. The application is due in February 2023. Award announcements are expected by mid-summer 2023.
    - b. The project cost and application funding request is estimated at \$900K-\$1.2M. Match is not required.
    - c. The following projects and concepts are included in the initial planning scope and may continue into design:

Ben Walters Lane Sidewalk Facility
Kachemak Drive Non-Motorized Pathway (State)
Slope Stability – West Kachemak Drive Wetland Treatment System
Svedlund / Herndon Street Sidewalks
Main Street Sidewalk: Pioneer Avenue South to Ohlson Lane (State)
Homer All Ages & Abilities Pedestrian Path (HAPP)
Wayfinding & Streetscape Plan Implementation



## City of Homer

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## Administration

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East Hill Bike Lane
West Hill Road Bike Lane
Homer Spit Trailhead Restroom
Nick Dudiak Fishing Lagoon Accessible Ramp & Retaining Wall
East Trunk Trail
State Project: Ocean Dr. Reconstruction with Turn Lane.
State Project: Homer Lake St. Rehabilitation
Mobility Hubs
Spit Parking / Tsunami Evacuation Structure
Karen Hornaday Park Master Plan
Ohlson / Bunnell Improvements

### Port & Harbor, Spit Erosion

1. Economic analyses are required to inform the City's final decisions on grant competitiveness of Port projects and to support applications.
  - a. A preliminary benefit cost analysis (BCA) will determine which projects to potentially include in grant applications which require that proposed projects have a positive economic benefit.
    - i. Conduct a preliminary BCA for the following projects with the goal of identifying a package of projects that provide a positive economic benefit according to the U.S. Department of Transportation (USDOT):

Homer Harbor System 4 Float Replacement
New Large Vessel Harbor (including Large Vessel Sling Lift, Phase 1)
Homer Spit Coastal Erosion Mitigation
Ice Plant Upgrade
Steel Grid Repair
Wood Grid Replacement
Homer Harbor Security Cameras at Ramp 1-5 Access Points
Barge Mooring & Large Vessel Haul Out Repair Facility

- b. Conduct a full BCA for projects determined to be competitive in the preliminary BCA.



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- i. This full BCA will support grant applications for FY23 and onwards.
  - ii. Once completed, the BCA would need minor update for out years if supporting data changes or USDOT or Federal Emergency Management Administration BCA guidance is updated.
- c. An estimated cost for these complex analyses could cost up to \$80K, however the overall cost could be lower based on results of the preliminary-level analysis.
2. Apply for a FY23 Port Infrastructure Development Program grant (PIDP).
  - a. Depending on BCA timing and PIDP requirements, the application would include projects identified in the full BCA or the Float 4 Replacement Project, Phases 1-3.
  - b. The application is due in April 2023. Professional services funds will be sought to contract for grant writing. A consultant firm allows staff to access subject matter experts and cover staff capacity gaps. A rough cost estimate for this application (not including BCA) might be around \$38K. Costs could be lower depending on overlap in work with BCA.
  - c. The application funding request will depend on results of the economic analysis. A match of 30% is suggested for a PIDP application.
3. When program guidelines are released, staff review the Federal PROTECT program for project grouping eligibility and competitiveness. A BCA is expected as an application requirement. Match requirements for PROTECT are unknown.
4. The City will apply for State of Alaska Municipal Harbor Facility Grants Program funds as well. These applications are due in August and can be completed in-house by staff.

### **Airport Terminal Improvements**

1. Staff is developing the scope for an FAA Airport Terminal Program (ATP) project.
  - a. Applications are due in fall 2023.
  - b. City staff plan to lead project development to assure grant eligibility criteria are met.
  - c. Results of coordination with DOT&PF and Federal Aviation Administration (FAA) will determine the City's ability to apply in FY23 or FY24.



## City of Homer

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- d. Professional services from an aviation knowledgeable consultant may be required to provide technical assistance and a competitiveness review of the City's application.
  - e. The application will request under \$3M in funding, and ATP requires a 5% (or \$150,000) match.
2. Partnership activities have been suggested to assess City eligibility for a Nationally Significant Federal Lands and Tribal Projects Program (NSFLTP) grant. NSFLTP may provide port-related funding as well as airport terminal improvements.

### Slope Stability

1. The Slope Stability project consists of four components.

Kachemak Drive Wetland Treatment System
Beluga Slough & Bishops Beach Stormwater Treatment Systems
Baycrest Storm Drain Conveyance System
Beluga Lake Wetland Treatment System

2. Phase 1 of the Slope Stability project consists of Kachemak Drive and Beluga Slough Treatment Systems. City staff recently learned that we will be awarded roughly \$153K in 2023-2025 Alaska Clean Water Action grant funds for a portion of the Beluga Slough Stormwater Treatment System. The amount of matching funds are still being determined, but will range from 13,600 to \$39,600 depending upon final project scope. We are still awaiting a decision from NOAA at the end of January on a grant to partially support the Kachemak Drive Treatment System.
3. Staff will review eligibility and merit requirements for a North American Wetlands Conservation Act grant to help fund the Beluga Slough and Bishops Beach Stormwater Treatment Systems, due in February 2024.
4. Staff will continue to work on the National Oceanic and Atmospheric Administration (NOAA) Transformational Habitat Restoration and Coastal Resilience Grants opportunities and project development.
5. A NOAA Oceans and Security Fund Program application is suggested as well. Consultant support may be needed to support an application. A 30% match is required.



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6. A State of Alaska (SOA) Clean Water State Revolving Fund application for slope stability is recommended, along with project development work to potentially improve eligibility for Green reserve funding.
7. The estimated cost of the project ranges from \$5.3M to \$8.1M, depending on scope.

### **Karen Hornaday Park**

1. Completing the Master Plan in FY23-24 is recommended to support project applications. Capital project funding needed/necessary/required/pick a word to complete a new Master Plan.
2. City staff will seek traditional State of Alaska funding sources for public restroom construction and access projects, including the Land and Water Conservation Fund and State Recreational Trail Fund.

### **Resiliency Projects - New Public Works and/or Fire Hall Facilities**

1. Continue City planning process to identify needs/land requirements/land acquisition for the Public Works Facility and/or the Fire Hall in FY23-24.
2. Once land and conceptual design(s) complete, consider FEMA Building Resilient Infrastructure and Communities grant application and Rural Development loan funds.

# Rest Areas Getting Adult Changing Rooms To Help Caregivers Of People With Disabilities

by Erin Jordan, The Gazette/TNS | January 31, 2023

CEDAR RAPIDS, Iowa — If the phrase “road trip” makes you think of a carefree outing, you’ve likely never been a caregiver traveling with someone who has disabilities.

Nancy Baker Curtis, a mother of two from Johnston, recalls one trip home from Chicago when the family couldn’t find a bathroom along Interstate 80 that worked for her 7-year-old son, so they had to empty out the car to make enough room for Baker Curtis to change the boy’s soiled clothes there.

“I literally plan our outings by where our restrooms are and where I will be able to change my son,” said Baker Curtis. “What do you do when your son is 30 and he’s not a little boy, but he still requires daily assistance with those tasks?”

The Iowa Department of Transportation heard these concerns and is adding adult changing rooms to four interstate rest areas this year, including rest areas on Interstate 380 northbound between Iowa City and Cedar Rapids and on Interstate 80 westbound near Tiffin.

Each room will have an adult-size changing table that can be raised and lowered with a remote control so caregivers can safely change a dependent child or adult. The fully-enclosed rooms also have a toilet, sink and hand dryer and lock from the inside.

Within a few years, all 20-plus modern rest areas in the state will have adult changing rooms, said Steve McMenamin, Iowa DOT rest area administrator.

“Now that we understand the situation, we’re trying to do what we can to accommodate these needs,” he said.

Baker Curtis, 45, a Spanish language teacher in Johnston, said she first became aware of the problem when her son was 2 and she was driving back and forth from Chicago to Des Moines and couldn’t find changing tables that fit her son, Charlie.

When the weather was nice, she would do it on the seat of the car, which wasn’t private, but at least it was clean. When winter came, she could no longer stand in the open car door and

change her son without exposing him to cold and wind.

“I realized my only option was that dirty bathroom floor,” she said. “You would never choose that for someone you loved.”

Meanwhile, Baker Curtis’s father was caring for her mother, who had experienced multiple strokes and needed help using the restroom. Larger adult changing rooms make it easier for a caregiver to provide that assistance while maintaining privacy.

“This is an issue that bookends our population,” Baker Curtis said.

More than 60,000 Iowans age 5 or older require assistance with completing daily life tasks, including toileting, according to the 2022 Iowans with Disabilities report. Without bathroom accommodations, many people with disabilities just stay home, becoming isolated socially.

Adding adult changing rooms to Iowa DOT rest areas wasn’t without concerns.

The four changing rooms to be completed this fiscal year will cost a combined \$292,000. The height-adjustable adult-size changing tables cost \$10,000 to \$12,000 each. McMenamin hopes that as the department hires contractors for future jobs, it will learn ways to be more efficient with the rooms, which have a similar blueprint.

“The other fear is they could be used for inappropriate actions,” McMenamin said of the changing rooms.

Because the rooms can be locked from the inside, people could have sex in the rooms or use them for illegal activity, such as for human trafficking or drug transactions. Rest area attendants have keys, but it’s hard to detect trouble in a room with a locked door.

“I’ve seen a lot of stuff,” McMenamin said. “We had to lower the stall walls in other restrooms because of things going on.”

The Iowa DOT had these same concerns when the adult changing stations were used only for family restrooms, which also locked from the inside. Leaders decided to move ahead with adding the adult changing rooms despite the risk a small percentage of visitors might misuse the spaces.

Iowa’s 38 rest areas, which include 22 modern ones and 16 that are older, are visited by more than 17 million people a year.

The first rest area to be adapted, in December 2021, was I-80 eastbound near Victor. This month, the height-adjustable adult-size changing tables are being added at the Tiffin and Cedar Rapids rest areas with rest areas on I-80 by Adair and I-35 by Story City to follow.

The Iowa DOT plans to complete five other changing rooms in fiscal 2024 and five more the following year.

Baker Curtis is part of a group called Changing Spaces Iowa, which is advocating for more height-adjustable adult size changing tables across the state. The tables are 6 feet long and 36 inches wide and can hold more than 400 pounds. The Iowa Children's Museum in the Coral Ridge Mall will be among the places with this type of table after an update this spring.

From amusement parks to zoos, all attractions should have restroom facilities that work for all visitors, Baker Curtis said. The national Changing Spaces Campaign is working to create a computer app that will let users find restrooms that meet their needs, she said.

"I've been bugging Google," she said. "If you can tell me there's a McDonald's, you should be able to tell me where there's a height-adjustable adult-size changing table."

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