



City of Homer

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Memorandum

TO: Mayor Zak and Homer City Council
FROM: Katie Koester, City Manager
DATE: July 19, 2017
SUBJECT: July 24 City Manager's Report

Maritime Response Meeting

Chief Painter organized a meeting between responders to maritime emergencies in an effort to look at what the community has available and where gaps might be for both near shore and far shore rescue. In attendance were representatives from the Civil Air Patrol, Coast Guard Auxiliary, Anchor Point Fire Department, Kachemak Emergency Services, Pathfinder Aviation, Homer Volunteer Fire Department, and Homer Port and Harbor. In many cases, these organizations have to be dispatched through the Troopers or the Coast Guard. This covers any liability and expense of the rescue. Response times range wildly depending on time of year, where resources are, and volunteers that are available. The Auxiliary stressed their efforts on prevention and boating safety as the most important tool in maritime response. The apparatus needs identified were divided into two categories: near shore where a safe boat or emergency response jet ski would be valuable and far shore where a fire boat that could respond to vessel fires. Acquiring apparatus is just the first step, crew, regular training, convenient storage, and liability coverage were just some of the other factors discussed. Council has expressed an interest in a worksession on community maritime response capabilities in order to provide the public with education regarding the maritime response capabilities of Homer and brainstorm ways to increase our response capacity as a community. I will work on scheduling a worksession for September when boating season slows down.

Borough Bed Tax Proposal

I traveled to Soldotna on July 19th at the invitation of the Borough Mayor mayor's office to participate in a Peninsula City Manager's meeting on Ordinance 17-17 introduced at the July 18th Borough Assembly meeting. Ordinance 17-17 puts to the voters at the regular election in October an 8% borough wide bed tax. If a City adopts an authorizing ordinance, the 8% would be split between the city and the Borough within City limits. Revenue estimates for Homer range from \$500,000- \$580,000. Ordinance 17-17 will be up for a public hearing at the August 1st Assembly Meeting. Ordinance 17-17 and back up memos are attached.

Visit from State Assessor

State Assessor Marty McGee stopped in to visit with administration in early July. He is working on a Performance Audit for the KPB Assessing Department that although not specific to the 2017 assessment process, will include information on Homer. The State Assessor expects the audit to be public by the end of the month and may be of some interest to Homer taxpayers.

Update on Northern Edge Training Exercises Scheduled

Alex Stone, a Navy environmental expert and Tim Croft with Alaska Command, will attend the City Council meeting on August 14th to report on the Northern Edge training exercise held this spring. It is likely that

Senator Murkowski will be sending staff from her DC office as well. The Senator's office has been instrumental in organizing outreach between coastal communities and the Navy.

Emergency Repairs to City Hall Elevator

The City has a service contract that provides inspections and routine maintenance of the elevator at City Hall every 2 years based on a checklist of items. The next visit is coming up at the end of July. Recently, the State inspector looked at elevator certifications and identified the need to complete a Category 5 inspection (a load test is required every 5 years). He also identified two other minor issues (ADA phone compliance and a faulty key switch). The State inspector gave the City until July 23rd to resolve the load test deficiency. The quote received to fix the problems the State inspector identified and perform a load test (\$6,000) is based on sharing significant mobilization costs with a planned visit to Homer for another load test and is saving us at least \$2,500. The load test is scheduled for July 19 and will be incorporated into our maintenance and inspection schedule in the future. I will be including an adjustment to the budget with midyear budget amendments to reflect this expenditure.

Holland America Ship Tour

I had the pleasure of joining the Homer Chamber of Commerce Board of Directors and Mayor on a ship tour of the Amsterdam when she was recently in port. The tour was an excellent opportunity to learn about how cruise ships make their decisions on port calls. The Homer trip is an unusually long (14-day) cruise and the result of pulling a ship out of Europe due to a declining market there. It was explained that due to the length of the cruise and the journey, it is unlikely Homer will receive additional ships despite our best efforts, but that effort could be spent in getting more passengers off the ship to visit Homer's many attractions. I could see the wheels turning of the staff and directors of the Chamber and I am looking forward to the creative ideas they will come up with to share more of Homer with our visitors. Homer is already known as a very welcoming port due to the efforts of the volunteers who greet the ship armed with visitor guides and smiles. Cruise ship passengers are likely to return as independent travelers, by far the bulk of the visitors Homer gets. Sparking that interest in people is another important way that Homer benefits from cruise ship visits.

Expanded Use of the HERC

Resolution 13-095 authorized use of the gym at the HERC for Community Recreation activities and Ordinance 14-37 authorized funding to make minimal upgrades to the gym to bring it in compliance with fire code for minimal occupancy (50). There is a large room adjacent to the gym that has been used in the past as a classroom/exercise space. According to Community Recreation Manager Illg, the public has expressed interest in using the space for Zumba and other activities. The HERC is also brought up in community conversations regarding the need for after school activities and a potential Boys and Girls Club. However, in order to allow for full occupancy of the HERC gym and expand occupancy into the two adjacent rooms, another Fire Marshall review will be required.

A preliminary estimate has been acquired from Taylor Fire Protection for the installation of a sprinkler system in the first floor of the building. A 6" water line will also need to be installed from the street to the building since the existing service is only 2 inch.

Following is a rough cost estimate for completing improvements that would be needed to increase the occupancy load at the HERC.

Sprinkler System Installation	\$78,000
Fire Alarm System	\$30,000

New Water Line	\$20,000
Fire Marshall review (Fee and admin)	<u>\$1,500</u>
Total	\$129,500

Not included in the cost estimate are any improvement items that the Fire Marshall/or Contractor may discover (entry modifications, doors, etc.), asbestos abatement that could arise during the sprinkler system installation, and contingencies. As a reminder; other costs associated with increased occupancy are utility cost increases for the expanded use and increased janitorial/maintenance costs. Also, the roof on this building is in very poor condition and replacement needs to be planned in the very near future. It has been patched often since 2004 and should not be counted on to function adequately for much longer.

Timeline for Greatland Extension

Based on Council authorization with the passage of Ordinance 17-05(A-2) Public Works has contacted Kinney Engineering, our term contract engineer for road and trail design projects, to complete the design of the Greatland Street Extension. Kinney Engendering has experience with local road projects including design for Waddell Road (now known as Grubstake) and the Lillian Walli/Eric Lane road improvements.

Based on the successful design contract negotiations, we expect that the project would proceed as follows:

Design Begins	August 15, 2017
Wetlands Delineation	August 30, 2017
Geotechnical Investigation Complete	September 15, 2017
Field Survey Complete	September 30, 2017
35% Design Complete	November 15, 2017
Neighborhood Meeting	November 21, 2017
65% Design Complete	January 30, 2018
Environmental/Regulatory Permits	March 1, 2018
95% Design Complete	March 30, 2018
Bid Documents Complete	April 1, 2018
Bids Advertised	April 15, 2018
Bids Open	May 15, 2018
Award of Construction Contract	May 30, 2018
Construction Begins	June 10, 2018
Construction Complete	August 30, 2018

New (and Expensive) Vac Truck may be Needed Soon

The vac truck used by Public Works has reached the end of its life expectancy, 25 years, and has been giving Public Works trouble. The truck has accumulated around \$15,000 in repairs over the last couple of years and racked up \$3,000 in repairs just since March of this year.

The vac truck is a critical piece of equipment for many operations in water/sewer and roadway work. It is used to excavate for water service and gate valve repairs (sucks the ground and makes a small deep hole rather than full excavation with backhoe); also for manhole repairs (both sewer and storm drain); for vacuuming sewer mains and service lines; for washing down sewer lift stations and vacuuming out sewer lift stations; for vacuuming out all of our storm drain manholes; for jetting (cleaning) sewer mainlines and service lines; and more.

At present, the vehicle is down with some pretty major repairs anticipated. This may end up being simply a labor intensive repair that doesn't cost much in materials, but it could also turn into labor and some extensive material costs on a very old and heavily used piece of equipment. In addition to the costs, there is the several weeks that this equipment has been down due to the recent repairs, and now the ongoing new repairs. This equipment is essential for many operations from general road maintenance to water and sewer maintenance and repairs. When it's down, work suffers.

At this point, Public Works plans to keep repairing the unit, but a budget request may materialize before the 2018 budget, and definitely by then, for replacement. At \$400,000 this is quite the expense. The cost would be split between the water, sewer and public works vehicle reserve funds.

ADA Self-evaluation Underway

During the 2017 budget cycle Council appropriated \$25,000 to help the ADA committee and City staff with a self-evaluation and transition plan for making city facilities and programming more accessible to individuals with disabilities. David Barton with the Northwest ADA center will be in Homer during the week of August 7-11 to work with the ADA committee and the City's ADA Coordinator and City Clerk, Melissa Jacobsen, on our self-evaluation and help get us started on the transition plan. This will be a time intensive project and I really appreciate the committee and staff stepping up to the plate to take it on. It will be a valuable guide for future improvements at the City and a model for other communities.

Visit with Governor Walker

Mayor Zak and I had a great visit with Governor Walker, Commissioner Mack, Chief Oil and Gas Advisor Hendrix and staff on their way through Homer this week. Topics included the City's plans for a large vessel harbor, how to connect more local farmers with national grocery chains, and the Governor's aggressive stance on combating the opioid epidemic. I will be following up with the Governor's office on these issues and others and greatly appreciate Governor Walker finding time when traveling to hear from local municipalities.

Local Business Product Recognized

Homer's very own Nomar made it into Popular Mechanic Magazine's list of USA made goods with their driving mittens. Staff in my office can think of all kinds of Nomar products we love and use daily. Congratulations to Nomar for the national recognition and putting Homer on manufacturing map.

Enc:

Memo from City Clerk on Voter Rolls

KPB Ordinance 17-17 and back up memos

Page 70 Popular Mechanics

Letter from Baldwin & Butler, LLC Re: Notice of Meeting Cellular Service Tower, Homer Spit

July Anniversaries