

MANAGERS REPORT

June 11, 2012

TO: MAYOR HORNADAY / HOMER CITY COUNCIL

FROM: WALT WREDE

UPDATES / FOLLOW-UP

1. Load and Launch Ramp: You will recall that ADF&G has access to funding to completely rebuild and refurbish the Load and Launch Ramp at the harbor. The City will apply for funding through the Municipal Harbor Matching Grant Program to cover the 25% match required for construction. ADF&G has secured the funds to do engineering and design and the Council recently approved an MOU with authorizing the agency to take the lead on that work. This week I received a call from ADF&G informing me that they will wait until this fall to issue an RFP for engineering and design services. They cited two reasons for doing that. First, it is summer and most contractors are busy and do not have time to respond to RFP's. Second, all of the construction funding is not yet secured. So, a slight delay is not a problem. Construction was not likely to happen until 2014 anyway.
2. R&S Floats: You will recall that Bryan brought to your attention the serious condition of some of the piles on R and S floats. Three were especially bad and dangerous. Council passed an emergency appropriation to fix the problem but we were not able to execute the plan as presented. Some of the piles were so damaged that the Port and Harbor Director condemned and closed R float for safety reasons. I am very happy to be able to report that the harbor staff came up with an innovative and cost effective short term fix that should solve the problem for now and alleviate the safety concerns. The short version is that heavy 10" diameter pipes were purchased from a scrap dealer and inserted into the piles as sleeves. The pipes and sleeves were then welded together. The staff hired a local fishing boat with a crane and that, along with the harbor tug and skill were sufficient to do the job.
3. Deep Water Dock: The design for the new fendering system is essentially complete. (funded by the Cruise Ship Head Tax legislative grant). A pre-bidders meeting was held this past week. October and December is the construction window. This resolution contains a resolution authorizing us to purchase some of the fender elements directly because of the long lead time for delivery. ADOT/PF informed us this week that we can expect to see an MOU for engineering and design of the dock expansion in the next week (\$3 Million in federal and state legislative grants).
4. Cruise Ship Grant Project: The City's term contract engineers have begun engineering and design work on some of the projects elements contained in the

project description (6 Million legislative grant). Work has begun on the trails and bathrooms.

5. Dredged Materials: This week Carey and Bryan were scheduled to meet with representatives from the Corps of Engineers to discuss long term plans for the beneficial use of dredged materials. Beach replenishment and creation of new uplands are on the agenda.
6. Harbor Projects: The Council has approved the recommendations of the Port and Harbor Commission and the Port and Harbor Improvement Committee. The next step is to submit the City's grant application for project funding under the Municipal Harbors Matching Grant Program. When that funding is approved, the City will prepare for a bond sale. Katie is working on the application.
7. Security Facilities Audit: The Port and Harbor staff participated in a security facilities audit this week conducted by the Coast Guard. The City has a port security plan and there are various requirements under the law for security at the Pioneer and Deep Water Dock. I am sure Bryan would be happy to elaborate if you are interested in knowing more. This is important and it requires probably more training, planning, and collaboration with other state and federal agencies and with the private sector companies operating at the port than you might imagine.
8. Gas Line Distribution System: We are continuing to gather information about financing options and about LID boundary options in preparation for the workshop prior to this meeting. We are also working with the State and with Enstar to make sure the administration of the \$8.15 Million grant for construction of the transfer line goes smoothly.
9. Employee Committee: The Employee Committee has been meeting periodically to discuss a possible wellness program for employees. We anticipate that the Committee will be prepared to make a recommendation to the Council in the near future.
10. Budget Amendments: We anticipate bringing you a mid-year budget amendment ordinance sometime soon. There will be several adjustments requested but the primary reason for doing this is to take care of transfers to the Revolving Energy Fund.
11. CIP List: Believe it or not, it is time to start talking about the CIP List again. There is a resolution establishing the review and approval schedule on this agenda.
12. 2013 Budget: Believe it or not, work will begin shortly on the 2013 operating budget. I know you are thrilled to hear that! So are we.
13. Police Department: Things have really picked up the Police Department as we move into summer. Activity at the jail has been especially brisk. Part of the reason for that is stepped up drunk driving enforcement by the State Troopers. The department is currently plagued by turnover and open positions in dispatch which directly affects the public safety and response function.
14. Planning Department: In the recent past, the activities of the Planning Department have been confined largely to land use planning, code enforcement, and providing support for the Planning Commission. We are working to expand that role, as time and resources allow, into areas such as economic development and capital

- project development. The goal is to make better and more efficient use of the staff resources we have city-wide and to take advantage of the skills, training, and experience of the current planning staff.
15. Clerk's Office: The move from the HERC building to the renovated City Hall is now complete. This week, Public Works staff and the High School football team moved the archives from the old school into the new storage areas in this building. These are the files and documents that must be retained under the records retention code. The Clerk's are sorting and organizing the files so that they will be even more organized and easy to access for historians and others who need access to preserved records.
 16. Records Retention: As a follow-up to the Council workshop on e-mail retention, I wanted to report that Nick has conducted some research on tablets for the Council and you will see a memorandum to that effect on this agenda. Holly is busy working on proposed amendments to the records retention code and the Council Operating Manual.

ATTACHMENTS

1. City Clerk's Trip / Training Report