



City of Homer

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Office of the City Clerk

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Memorandum

Agenda Changes/Supplemental Packet

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: MELISSA JACOBSEN, MMC, CITY CLERK
DATE: OCTOBER 12, 2020
SUBJECT: COMMITTEE OF THE WHOLE AND REGULAR MEETING AGENDA CHANGES AND SUPPLEMENTAL PACKET

COMMITTEE OF THE WHOLE

Memorandum 20-171 HAWSP Rationale and Spreadsheets Page 3

CONSENT AGENDA

Homer City Council Regular Meeting Minutes September 28, 2020 Page 21

Resolution 20-097, A Resolution of the City Council of Homer, Alaska to Provide Increased Time for Certain Payments to Reduce Financial Hardships During the COVID-19 Emergency. City Manager/Finance Director.

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VISITORS

Unified Command Report (20 minutes)

ANNOUNCEMENTS/PRESENTATIONS/REPORTS

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Economic Relief Grant Programs Report Written Report Page 47

ORDINANCES

Copy of Ordinance 20-78 An Ordinance of the City Council of Homer, Alaska, Unencumbering the Unexpended Funds of the City of Homer Economic Relief Grant Programs and City material, service, and personnel costs in the COVID-19 Response Fund. City Manager. Page 49

Copy of Ordinance 20-82, An Ordinance of the City Council of Homer, Alaska, Unencumbering the Unexpended Funds of the City of Homer Economic Relief Grant Programs and City material, service, and personnel costs in the COVID-19 Response Fund to Cover Expenses As Directed by the CARES Act Project Close Out Plan. City Manager. Page 52

NEW BUSINESS

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RESOLUTIONS

Resolution 20-098, A Resolution of the City Council of Homer, Alaska Directing the Homer Public Works Department Explore an Engineering Solution to Relocate the Surface Water Discharge at the Confluence of the Sterling Highway and Mount Augustine Drive into a Naturally Occurring Ravine, Gully, Watercourse, or Runnel. Mayor/Evensen.

Written Public Comment. Page 56

Resolution 20-099(S) A Resolution of the City Council of Homer, Alaska Certifying the Results of the City of Homer Regular Election held October 6, 2020 to Elect a Mayor and two City Councilmembers. City Clerk/Canvass Board. *(will be provided as a laydown)*

Administer Oath of Office to Newly Elected Mayor and Councilmembers Page 57

Copy of Resolution 20-104, A Resolution of the City Council of Homer, Alaska, Establishing A CARES Act Program Close Out Spending Plan. City Manager. Page 61



Memorandum 20-171

TO: City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Janette Keiser, Director of Public Works
DATE: October 6, 2020
SUBJECT: HAWSP Fund

Issue: The City Council has asked us to “bracket” the level of reserves that should be maintained in the HAWSP Funds.¹ We have analyzed this question using two different approaches, the Asset Management Approach and the Vulnerability Assessment Approach to forecast costs of repair, rehabilitation and capacity building for the City’s water and sewer systems. This memorandum explains these analyzes and makes recommendations for the HAWSP Fund. It also identifies the assumptions/definitions we’ve made, which need to be reviewed by Council.

Background:

I. Overview of the two Approaches.

a. Asset Management Approach. In this approach, an inventory is created listing each piece of equipment or functional element of the water and sewer systems. The inventory includes a variety of data points, including: age, useful life span, value, cost to replace and how much money needs to be set aside to replace the equipment when it reaches the end of its useful life. Under this Approach, the inventory, called the “Water/Sewer Asset Management Plan”, would be updated regularly as the Remaining Useful Life of equipment changes over time, with repair and replacement.

As deferred maintenance is caught up, the contingency funds needed to keep the system in good repair, can go down.

b. Vulnerability Assessment Approach. In this approach, a list is made of the possible risks, which could expose a piece of equipment or functional element of the water and sewer operating systems, to “substantial damage”; that is damage that would adversely affect our ability to provide service. The various risks are further described by (i) the likelihood

¹ A separate memorandum addresses the issue of “bracketing” the level of reserves that should be maintained in the Water/Sewer Reserve Funds.

that a named risk could occur and (ii) the consequences if it does. Then, the cost of mitigation is identified. These are the costs of either minimizing the likelihood the risk could occur and/or minimizing the cost of adverse consequences if it does occur.

II. Note regarding capitalization of “major project”. We defined “major projects” as a project that exceeds \$1.1 million, which cannot be executed in an incremental fashion. For example, the cost of a new 1-million gallon water tank would exceed \$1.1 million and it must be designed/constructed as a single unit. The total cost to replacing all the aging sewer lines in the City would exceed \$1.1 million, but this effort can be done over time – replacing some segments of line, say \$200,000 worth, every year. The first project would be a “major project”; the second project would not. We assumed that “major projects” would be financed through some 3rd-party mechanism, such as a bond or government loan, not capitalized solely from the HAWSP Fund. Instead, we only included funds in the HAWSP Fund “needs” that would provide “seed money” for the major project, such as funds for design, permitting or matching funds for a grant.

III. Note regarding purpose of the HAWSP Fund. This Fund is built from sales taxes. Discussions with Council so far have suggested this Fund should be used to pay for projects that (i) extend the water and sewer service to new customers or (ii) expand the systems’ capacity to serve future, as well as existing, customers. We’ve used this policy in our analysis.

We currently have a backlog of \$6,538,794 of such projects. We propose to set aside \$500,000 a year for “seed money” for them, until the backlog is satisfied.

Another key purpose of the HAWSP Fund is to subsidize the extension of water and sewer lines to unserved neighborhoods, through the use of Special Assessment Districts. Currently, there are four such districts in various stages of formation. If all these Districts were formed, the City’s share would be about \$500,000. It seems reasonable to assume this rate of formation would continue until the City’s outlying neighborhoods are served with City water/sewer.

Another possible use for the HAWSP Fund is to replace some of the City’s aging and deteriorated public restrooms, in the interests of public health. We have recently conducted detailed inspections of the most popular, public restrooms, which also happen to be in the worst condition. The existing condition of these restrooms can only be described as disgusting. We propose that HAWSP Funds be used for a Public Restroom Replacement Program.

• Seed Money for Capacity-Building Projects	\$1,000,000
• City’s Share of Assessment Districts	\$1,000,000
• Public Restroom Replacement Program	<u>\$ 540,000</u>
Total Recommendation for HAWSP Fund	\$2,400,000
For 20/21 Budget Cycle	
 Total Available as of 3/31/20 Report	 \$2,437,693

Recommendation – That the City retain \$2,437,693 in the HAWSP Fund for the 2020 - 2021 Budget cycle.

Recommendations:

1. That the following definition be adopted as policy:
 - a. A “Major Project” is a project that exceeds \$1.1 million, which cannot be executed in an incremental fashion.
 - b. “Substantial Damage” is damage that would adversely affect our ability to provide service.
2. That the following assumptions be adopted as policy:
 - a. The Water/Sewer Reserve Funds are built from the water/sewer tariffs.
 - b. The primary purpose of the Water/Sewer Reserve Funds is to pay for repairs and rehabilitations of existing facilities that serve existing customers.
 - c. “Major Projects” would be financed through a 3rd-party mechanism, such as a bond or government loan, not capitalized solely from the Water/Sewer Reserve Funds.
3. That the following actions be directed:
 - a. That the City maintain the current value in the Water Reserve Fund, about \$2,844,934, for remainder of the 2020-2021 budget cycle.
 - b. That the City maintain the current balance in the Sewer Reserve Fund, about \$2,072,653, for the remainder of the 2020-2021 budget cycle.
 - c. That the City evaluate and adjust the Reserve Funds as part of the annual rate setting exercise, by updating the Asset Management Plan and analyzing the level of reserves required to maintain the water/sewer systems in a state of good repair.

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<u>Description of Asset</u>	<u>Year Built</u>	<u>Age</u>	<u>Expected Useful Life - years</u>
WATER SYSTEM			
Raw Water Intake Structure	1974	46	35-45
Raw Water Pumps		30	10-15
Raw Water Transmission Mains	1874	46	35-40
WTP Building	2009	11	30-60
WTP Chlorination equipment	2009	11	10-15
WTP Electrical systems	2009	11	15
WTP meters	2009	11	10-15
WTP Computers/Controls	2009	11	5
Lab/monitoring Equipment	2009	11	5-7
Tools and Shop Equipment		15	10-15
Hydrants	1974	46	40-60
Distribution Pipes	1974	46	35-40
Mainline Distribution Line	1974	46	40-60
Mainline Valves	1974	46	35-40
Tesoro Vault - main line	1979	46	40-60
Pressure Reducing Stations	1979	41	35-40
Pressure Reducing Valve - West Trunk Water Line			35-40
Pump Station (End #32 - Vacant)	1983	37	35-40
1 - Million Gallon Water Storage Tank			
Aeration System for 1 Mil Tank			
Gas Detection System			
Water Tank - Homer Spit	1983	37	30-60
Water Tank .25 mg	1964	56	30-60
Water Tank 1 mg	2003	17	30-60
Water Tank/Ct	1999	21	30-60
Spit Pump Station Building (adjacent to #21 water tank)			

SEWER SYSTEM

WWTP Building & wet systems	1989	31	30-60
WWTP Digester Blowers	1989	31	10-15
WWTP Electrical Systems		31	7-10
WWTP Meters	1989	31	10-15
SCADA - WWTP	1989	31	5
SCADA for 7 Sewer Lift Stations		31	5
STP Operations Plant	1989	31	30-60
Drying Bed Structure	1989	31	30
WWTP Pond Liner	1989	31	20
Collection Lines	varies	varies	30-60
Lift Stations	1989	31	35-40

<u>Service History</u>	<u>Condition</u>	<u>Adjusted Useful Life</u>	<u>Remaining Useful Life</u>	<u>Years until further action needed</u>
	Good	45	0	0
		15	0	0
Has experienced breaks due to earthquakes.	Poor	40	0	0
regular preventative maintenance	Very Good	45	11	11
		15	4	4
		15	4	4
We have been replacing meters over the past 2-3 years.	Very Good	15	15	15
minor tweaks to controls over the years	Fair	8	0	0
We have been replacing some equipmenet over time.	Fair	7	0	0
	Good	15	0	0
	Fair	60	14	14
	Poor	40	0	0
	Poor	60	24	24
Have been replacing valves over the past 2-3 years	Fair	40	0	0
existing line is undersized	Poor	50	0	0
minor repairs	Poor	40	0	0
		40	0	0
	Fair	40	0	0
	Fair	60	23	6
	Fair	50	0	0
	Good	60	43	25
	Good	60	39	19

		50	20	20
	Poor	15	0	0
	Fair	10	0	0
Have been replacing meters over the past 2-3 years.	Good	15	15	10
	Poor	5	0	0
	Poor	5	0	0
	Fair	60	29	10
none	Poor	30	1	0
	Poor	20	0	0
	Poor	60	10	0
	Poor	35	4	4

<u>Value of Structure</u>	<u>Value of Equipment</u>	<u>Total Value</u>	<u>Reserve Required Current Year</u>	<u>Funded 2020</u>
\$ 343,068.00	\$ 414,240.68	\$ 757,308.68	\$ 757,308.68	
	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	
	\$ 2,300,000.00	\$ 2,300,000.00	\$ 2,300,000.00	\$ 215,000.00
\$ 10,672,046.30	\$ 850,223.16	\$ 11,522,269.47	\$ 1,047,479.00	\$ 100,000.00
		\$ 100,000.00	\$ 25,000.00	
		\$ 1,000,000.00	\$ 250,000.00	
		\$ 100,000.00	\$ 15,000.00	\$ 6,666.00
		\$ 200,000.00	\$ 200,000.00	
		\$ 30,000.00	\$ 30,000.00	
		\$ 100,000.00	\$ 10,000.00	
		\$ 5,000,000.00	\$ 357,142.00	
		\$ 10,000,000.00	\$ 100,000.00	\$ 100,000.00
		\$ 825,000.00	\$ 825,000.00	
		\$ 25,000.00	\$ 25,000.00	
		\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
		\$ 29,500.00	\$ 29,500.00	
	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
\$ 580,908.00	\$ 166,611.59	\$ 747,519.59	\$ 747,519.00	
				\$ 215,000.00
				\$ 8,000.00
				Total Water Needs for existing customers
				Total needs less major capitalization
\$ 2,488,926.70	\$ -	\$ 2,488,926.70	\$ 108,214.00	
\$ 1,105,000.00	\$ -	\$ 1,105,000.00	\$ 1,105,000.00	
\$ 1,858,398.60	\$ -	\$ 1,858,398.60	\$ 43,218.00	
\$ 1,194,684.82	\$ -	\$ 1,194,684.82	\$ 30,632.00	

\$ 5,000,000.00	\$ 2,000,000.00	\$ 7,000,000.00	\$ 350,000.00	\$ -
\$ -	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 189,000.00
	\$ 1,900,000.00	\$ 1,900,000.00	\$ 1,900,000.00	\$ 100,000
	\$ 1,000,000.00	\$ 1,000,000.00	\$ 100,000.00	\$ 39,800.00
	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	
	\$ 210,000.00	\$ 210,000.00	\$ 210,900.00	210,900
\$ 528,231.00	\$ 168,213.34	\$ 696,444.34	\$ 69,644.00	
\$ 519,788.00		\$ 518,788.00	\$ 225,000.00	
\$ 100,000.00		\$ 100,000.00	\$ 25,000.00	
\$ 10,000,000.00		\$ 10,000,000.00	\$ 1,000,000.00	\$ 200,000
\$ 400,000.00	\$ 1,600,000.00	\$ 2,000,000.00	\$ 500,000.00	

Total Sewer Reserve
**Total Sewer Reserve
without
Recapitlization of
Major Systems**

<u>Balance Reserve Required</u>	<u>Represents Recapitalization of a Major System or Expanded Capacity</u>	<u>HAWSP Eligibility - assume 25%</u>
\$ 757,308.68		
\$ 200,000.00		
\$ 2,085,000.00	\$ 2,085,000.00	
\$ 947,479.00	\$ 947,479.00	
\$ 25,000.00		
\$ 250,000.00		
\$ 8,334.00		
\$ 200,000.00		
\$ 30,000.00		
\$ 10,000.00		
\$ 357,142.00		
\$ 9,900,000.00	\$ 9,900,000.00	
\$ 825,000.00		
\$ 25,000.00		
\$ -		
\$ 29,500.00		
\$ -		
\$ 747,519.00		
\$ -		
\$ -		
\$ -		
\$ 16,397,282.68	\$ 12,932,479.00	
\$ 3,464,803.68		
\$ 2,380,712.00	\$ 2,380,712.00	\$ 595,178.00
\$ 1,105,000.00	\$ 1,105,000.00	\$ 276,250.00
\$ 1,858,398.60	\$ 1,858,398.60	\$ 464,599.00
\$ 1,194,684.82	\$ 1,194,684.82	\$ 298,671.00
subtotal	\$ 6,538,795.42	\$ 1,634,698.00

\$ 19,471,274.42

\$ 350,000.00 \$ 350,000.00

\$ 211,000.00

\$ 1,800,000.00 \$ 1,800,000.00

\$ 60,200.00

\$ 500,000.00

\$ -

\$ 69,644.00

\$ 225,000.00

\$ 25,000.00

\$ 800,000.00 \$ 800,000.00

\$ 500,000.00

\$ -

\$ 4,540,844.00 \$ 2,950,000.00

\$ 1,590,844.00 \$ 22,421,274.42 \$ 1,634,698.00

	Vulnerability	Degree of Adverse Impact	Probability	Cost of impact	Consequences	Preventive Measures	Cost of Preventive Measures	Cost/Benefit Assessment
1	Failure of old, cast iron Raw Water Transmission Main failure due to natural disaster (earthquake, mudslide, etc.) There are two lines an 8" and a 10", both of which are needed to carry the volume at peak flows.	H	H	Incalculable	This conveys all the water from the supply to the WTP. Major damage to these mains will make it impossible to serve town with water for domestic use and fire protection. We've already had 2 breaks on this line in the past 3 years, during the winter.	Replace 8000 feet cast main with HDPE	\$ 2,000,000.00	H
2	Old valves failing in pressure reducing stations	H	H	injury or loss of life and water main damage would be incalculable	Unable to control water pressure in distribution lines - could result in pipes bursting from too much pressure	Replace 6-inch flow control and isolation valves in 6 Pressure Reducing Stations (PRV's)	\$ 400,000.00	H
3	Pressure Reducing Stations with limited ingress and egress	H	H	injury or loss of life would be incalculable	Limited ingress/ egress put operators at risk of death or injury in the event of pipe or valve failure.	Replace old manhole style access lids and risers with larger opening access hatches and risers.	\$ 50,000.00	H
4	Failure of old, cast iron Mid-Hill water transmission line due to natural disaster (earthquake, mudslide, etc.)	H	M	Incalculable	Major damage to this main will impair the City's ability to serve town with water for domestic use and fire protection. It's the same material as the Raw Water Transmission line, built about the same time.	Replace 1050 feet of old cast iron pipe with HDPE	\$ 825,000.00	H

6	Loss of the City's only water source to supply town with drinking water and fire suppression.	H	M	Incalculable	Inability to supply City with potable drinking water and fire suppression in the event of a drought, catastrophic damage to the Bridge Cr. Dam or transmission line failure from the pump station to the treatment facility.	Commission a hydrology study to identify supplemental water supply; develop new water supply	\$ 3,000,000.00	H
7	Fire at WTP	H	L	Incalculable	Major damage to the WTP would impair City's ability to provide water service for domestic use and fire protection. An electric fire could take out the entire plant, because it's all automated.	Upgrade current, water-sprinkler fire suppression system and system inspections. Good housekeeping.	\$ 250,000.00	H

8	Dam Failure due to natural disaster (earthquake)	H	L	Incalculable	Loss of water supply	Continue monitoring geological stability of dam with a Dam Monument Survey. Also, we do a Dam Inspection every 3 years. In the event of a failure, we would re-build the dam. Commission a hydrology study to identify a supplemental water supply. Build additional water storage; rebuild dam	\$ 2,000,000.00	M
9	Tesoro Vault main line under-sized	M	H	Incalculable	Reduced fire flows to Spit and lower ISO rating.	Increase line and meter size from 6-inch to 10-inch minimum. This will enable the City to increase the flow to the Spit to better meet fire flow requirements and provide better service to bulk users. With an increased main size the City may be able to attract bulk water customers for increased sales.	\$ 100,000.00	H
10	Lack of stored treated water on the west side of town.	M	M	Incalculable	Lack of capacity if the 1MG tank or WTP become inoperable.	Build a 0.25 Million Gallon Tank on the west side to provide increased capacity for domestic use and fire flow.	\$ 1,105,000.00	M
11	Old cast iron water main on the Spit.	M	M	Incalculable	Inability to provide Spit customers with water.	Investigate the condition of that pipe, using specialized equipment that can detect the pipe thickness. Replace as need about 4,800 LF of cast iron pipe at the end of the Spit (on the Spit Road, Fish Dock Road and Ice Dock Road) with HDPE pipe depending on the finds of the investigation.	\$ 624,000.00	M

12	Lack of stored treated water on the east side of town	M	L	Incalculable	Lack of capacity if the 1MG tank or WTP become inoperable.	Build a 0.75 Million Gallon Tank on the east side to provide increased capacity for domestic use, fire flow and future micro hydro power generation.	\$ 2,583,000.00	L
13	Failure of membrane filter units in WTP	L	L		reduced water quality; possible regulatory violation	replace membrane filter unit	\$ 50,000.00	L
14	Failure of major equipment in WTP	L	L		inefficiencies in operation; reduce water quality; possible regulatory violations	Keep all systems in state of good repair	\$ 500,000.00	L
15	Failure of building envelope at WTP	L	L		Possible water intrusion; reduced structural integrity	Keep building in state of good repair	\$ 250,000.00	L
						Totals	\$ 13,737,000.00	
							\$ 3,049,000.00	
	II. SEWER SYSTEM							
1	Flood at Sewer Treatment Plant	H	L-M	The last time this happened, we incurred \$150,000 in damages.	Major damage to the STP could compromise the City's ability to serve its customers, protect the environment and meet EPA permit requirements. Possible damage to customer property and litigation.	Proper maintenance in collection system. Reduce Inflow and infiltration by (1) Purchasing inspection self propelled camera to identify sources of infiltration. (2) Conducting systematic smoke and dye testing to detect inflow. (3) Implementing repairs as necessary with in-house staff. May need funds for materials.	\$ 150,000.00	H
2	Loss of Public Works Facility, due to being located in an Tsunami Inundation Zone	H	L	Incalculable	Would lose access to tools, equipment, materials and supplies	Maintain stockpile of basic necessities at a location outside the inundation zone. We're in the process of building up a stash of spare parts & chemicals. We need a safe location to store the stuff.	\$ 200,000.00	M
3	Loss of WWTP due to Tsunami damage	H	L	Incalculable	Inability to treat sewage; permit violation	Develop recovery plan and prepare for critical action items	\$ 5,000,000.00	M
3	Loss of facilities on the Spit due to Tsunami, such as 3 lift stations, fire pump and some 6"-10" cast iron water main.	H	L	Incalculable	Inability to supply Spit with potable drinking water and fire suppression.	Maintain adequate supply of repair parts at a safe location. Add \$500,000 for a storage shed.	\$ 1,100,000.00	M
4	Meter computer system/ Cloud crash	H	L	W & S revenues are about \$300,000 per month	Inability to bill customer, loss of revenue	Update computer equipment regularly. Maintain proper cyber protection; maintain adequate reserve.	\$ 100,000.00	M
5	Failure of 30-year old digester blowers	M	H	Incalculable	Reduced treatment of solids, possible hearing damage to operators and high electric cost.	Upgrade to a modern, lower maintenance and more energy efficient blowers.	\$ 189,000.00	H
6	I & I infiltration into sewer collection system	M	H	Incalculable	Additional costs for collection and treatment	Develop a program of systematic discovery and repair of sources of I & I	\$ 5,000,000.00	M
7	Beluga lift station wet well, electronics and control panel suffering from H2S corrosion.	M	M	Incalculable	Inability to transfer sewage from Spit/Ocean Dr. to Treatment Facility	Replace or slip line wet well, replace control panel and telemetry.	\$ 250,000.00	M
8	Inaccessibility of Sterling Hwy North due to natural disaster (earthquake, mudslide, etc.)	M	L	Incalculable	Over-the-road supply lines would be cut off. Supplies would have to be brought in by air or sea.	Maintain adequate supply of repair parts and treatment chemicals. We keep a 3-6 months supply of chemicals on a regular basis and are in the process of building up a supply of spare parts. To maintain a larger supply, we'd need more storage space.	\$ 100,000.00	M
9	Failure of water-damaged portions of WWTP Ceiling.	L	H	Costs of Injury is incalculable	Possible injury to personnel or damage to equipment from falling ceiling fragments	Replace water-damaged areas of ceiling.	\$ 80,000.00	H
10	Obsolete Water Sewer Master Plan	L	M	Incalculable	Lack of planning for future expansion would effect the City's ability to meet future needs of the community and EPA regulation changes.	Commission an update to the 2006 Water and Sewer Master Plan	\$ 75,000.00	M
11	Failure of the Sewer Treatment Plant pond liner	L	M	Incalculable	Leaks in liner could reduce the facility's ability to adequately treat solids prior to final disposal	Repair liner	\$ 30,000.00	H
12	Restore Sludge Drying Beds	L	M	Incalculable	Lost integrity of structure over sludge drying beds.	Clean and re-coat the structure and make other repairs to prolong useful life.	\$ 225,000.00	L
13	Overdose/Under dose chemicals	L	L	Incalculable	Impaired water quality	Security audit, & updated cyber protection	\$ 100,000.00	L
14	Loss of revenues due to lack of electronic Pay Station for RV Dump Station	L	L	We take in about \$5,000 a year and expect this would increase of 2-3 times more revenue if we could take credit cards.	Loss of revenues	Install an electronic pay kiosk.	\$ 25,000.00	L

15	Vandalism	L	L	Incalculable	Vary depending on damage and location of damage. We've been seeing evidence of drug use at the dam, etc. and some graffiti.	Public education. Install security cameras. Install robust locks.	\$ 100,000.00	L
						Totals	\$ 12,724,000.00	

Session 20-29 a Regular Meeting of the Homer City Council was called to order on September 28, 2020 by Mayor Ken Castner at 6:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

PRESENT: COUNCILMEMBER ADERHOLD, EVENSEN, HANSEN-CAVASOS, LORD, SMITH, VENUTI

STAFF: CITY MANAGER DUMOUCHEL
CITY CLERK JACOBSEN
SPECIAL PROJECTS & COMMUNICATIONS COORDINATOR CARROLL
PUBLIC WORKS DIRECTOR KEISER
FIRE CHIEF KIRKO
FINANCE DIRECTOR WALTON
CITY ATTORNEY GATTI

AGENDA APPROVAL (Addition of items to or removing items from the agenda will be by unanimous consent of the Council. HCC 2.08.040.)

The following changes were made: **CONSENT AGENDA** Pull Homer City Council unapproved Regular Meeting Minutes for September 14, 2020. Minutes are not complete for approval; **Ordinance 20-71**, An Ordinance of the City Council of Homer, Alaska, Authorizing the City Manager to Credit the Owners of The Property Known as KPB Parcel #17718013 for the Value of their Armor Rock and Other Materials, Not to Exceed \$36,000 Against the Future Assessment Levied by the City for the Homer Seawall Revetment Project. City Manager/Public Works Director. Written Public Comments; **Resolution 20-088**, A Resolution of the City Council of Homer, Alaska Supporting Full Funding (\$14,049,988) for the State of Alaska Municipal Harbor Facility Grant Program in the FY 2022 State Capital Budget. Change the sponsor from Mayor to City Manager/Port Director; **ANNOUNCEMENTS/PRESENTATIONS/REPORTS** Economic Relief Grant Programs Report Written Report; **PUBLIC HEARING Alder Lane Water Improvement Special Assessment District**, District Boundary, Proposed improvement Plan, and Preliminary Assessment Roll as backup; **Ordinance 20-60**, An Ordinance of the City Council of Homer, Alaska Accepting and Appropriating \$2,251,058.85 in Coronavirus Relief Funds from the Kenai Peninsula Borough to the City's Economic Relief Grant Programs and Authorizing the City Manager to Execute Agreements with the Kenai Peninsula Borough for Cooperative or Joint Administration of Functions or Powers through Subgranting Coronavirus Relief Funds. City Manager. KPB Grant Agreement as backup; **ORDINANCES Ordinance 20-72**, An Ordinance of the City Council of Homer, Alaska, Amending the 2020 Capital Budget an Authorizing the Expenditure of \$1,035,970 from the General Fund to Complete the Homer Seawall Armor Rock Improvement Project. City Manager/Public Works Director. Written Public Comments; **CITY MANAGER'S REPORT** CARES Act Power Point **NEW BUSINESS Memorandum 20-154** from Councilmembers Aderhold and Venuti re: Letter of Support for a National Science Foundation Coastlines and People Large Hub Proposal Regarding Harmful Algal Blooms, Mariculture, and Sea Star Ecology. Written Public Comment; **RESOLUTIONS Resolution 20-092**, A Resolution of the City Council of Homer, Alaska Acknowledging the Sufficiency of the Seawall Improvement Special Assessment District and Approving the Improvement Plan, Estimated Not-To-Exceed Cost of Improvement and Assessment Methodology. City Clerk. Written Public Comments.

LORD/VENUTI MOVED TO APPROVE THE AGENDA AS AMENDED.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

MAYORAL PROCLAMATIONS AND RECOGNITIONS

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

Katie Gavenus, city resident and Director of the Center for Alaskan Coastal Studies, commended in support of Memorandum 20-154 and submitting a letter of support to the National Science Foundation Coastlines and People project. It looks at coastal lives and livelihoods in Alaska with focus around harmful algal blooms, mariculture and sea star ecology.

Karin Marks, city resident and Chair of the Economic Development Advisory Commission (EDC), commented in support of Resolution 20-086 amending EDC bylaws and Ordinance 20-64 clarifying the role of the EDC in Homer City Code.

Keren Kelly, Executive Director of Homer Senior Citizens, Inc. commented in support of Ordinance 20-67 providing CARES Funding to Homer Senior Citizens, Inc. She shared briefly on the impacts of the COVID-19 pandemic to the organization and how the funds will be used, and the importance of continued services necessary to keep vulnerable populations safe.

Martin Renner, City Resident, commented in support of Ordinances 20-71 and 20-72, and Resolution 20-092 related to the seawall armor rock improvements. His property was previously excluded from the seawall maintenance district by Ordinance 12-29 and he doesn't see anything that would warrant a change now. Substantial investments and maintenance were made by the previous lot owner to the area fronting the lot and he has continued to uphold their responsibilities for their portion of the wall.

Jay Bechtol, Director of South Peninsula Behavioral Health Services, commented in support of Ordinance 20-67 providing CARES Funding to Homer Senior Citizens, Inc. He concurs with Ms. Kelly's earlier comments and appreciates Council's efforts to support vulnerable populations.

RECONSIDERATION

CONSENT AGENDA (Items listed below will be enacted by one motion. If a separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Meeting Agenda at the request of a Councilmember.)

- a. Homer City Council unapproved Regular Meeting Minutes for September 14, 2020. City Clerk. Recommend adoption.

Moved to October 14, 2020 under agenda approval.

- b. Memorandum 20-145 from Mayor Re: Reappointment of Deb Lowney to the Parks, Art, Recreation and Culture Advisory Commission. Recommend approval.
- c. Ordinance 20-64, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code 2.76.040, Duties and Responsibilities of the Commission to Clarify the Role of the Economic Development Advisory Commission. Smith. Introduction: September 28, 2020. Public Hearing and Second Reading October 12, 2020.
- d. Ordinance 20-66, An Ordinance of the City Council of Homer, Alaska, Clarifying the Allowed Uses of the Coronavirus Relief Funds provided to the City from the Kenai Peninsula Borough. Mayor. Introduction September 28, 2020 Public Hearing and Second Reading October 12, 2020.

Moved to Ordinance item c. Lord.

- e. Ordinance 20-67, An Ordinance of the City Council of Homer, Alaska, Providing for a Grant of \$225,000.00 to Homer Senior Citizens, Inc. for the Purposes of Recovery of Losses and Additional Costs Associated with Meeting the Challenges of the Novel Coronavirus and In Support of the Continuation of their Programs and Services. Mayor. Introduction September 28, 2020 Public Hearing and Second Reading October 12, 2020.

Moved to Ordinances item d. Lord.

- f. Ordinance 20-68, An Ordinance of the City Council of Homer, Alaska, Amending the 2020 Capital Budget and Authorizing the Expenditure of \$234,105 from the Homer Accelerated Water & Sewer Program (HAWSP) Fund to Complete the Tasmania Court Water Improvement Project. City Manager/Public Works Director. Introduction September 28, 2020 Public Hearing and Second Reading October 12, 2020.

Memorandum 20-155 from Public Works Director as backup

- g. Ordinance 20-71, An Ordinance of the City Council of Homer, Alaska, Authorizing the City Manager to Credit the Owners of The Property Known as KPB Parcel #17718013 for the Value of their Armor Rock and Other Materials, Not to Exceed \$36,000 Against the Future Assessment Levied by the City for the Homer Seawall Revetment Project. City Manager/Public Works Director. Introduction September 28, 2020 Public Hearing and Second Reading October 12, 2020

Memorandum 20-149 from Public Works Director as backup

- h. Resolution 20-083, A Resolution of the City Council of Homer, Alaska Acknowledging the Sufficiency of the Tasmania Court Water Improvement Special Assessment and Approving the Improvement Plan, Estimated Cost of Improvement, and Assessment Methodology. City Clerk. Recommend adoption.
- i. Resolution 20-085, A Resolution of the City Council of Homer, Alaska Noting the Insufficiency of the Forrest Glen Drive Road Reconstruction and Paving Improvement Special Assessment District. City Clerk. Recommend adoption.
- j. Resolution 20-086, A Resolution of the City Council of Homer, Alaska Amending the Economic Development Advisory Commission Bylaws to Update Article I – Name and Authorization by removing Redundant Information and Renaming Article II – Object and Removing Unnecessary Information. City Clerk. Recommend adoption.
- k. Resolution 20-088, A Resolution of the City Council of Homer, Alaska Supporting Full Funding (\$14,049,988) for the State of Alaska Municipal Harbor Facility Grant Program in the FY 2022 State Capital Budget. Mayor. **City Manager/Port Director** Recommend adoption.
- l. Resolution 20-089, A Resolution of the City Council of Homer, Alaska Extending the City Attorney Contract with Jermain, Dunnagan & Owens, P.C. of Anchorage, Alaska for the period of October 1, 2020 through September 30, 2023 with No Modifications to the Scope of Services or Rates and Authorizing the Mayor to Execute the Appropriate Documents. Mayor/City Council. Recommend adoption.
- m. Resolution 20-090, A Resolution of the City of Homer, Alaska, Authorizing the City Manager to Apply and Accept a State of Alaska, Department of Environmental Conservation (ADEC) loan from the Alaska Drinking Water Fund for the Homer Seawall Armor Rock Improvement Project. City Manager/Public Works Director. Recommend adoption.
- n. Resolution 20-093, A Resolution of the City Council of Homer, Alaska, Establishing a Fisheries Economic Recovery Fund (FERG) and Providing for Applicant Qualifications and Other Grant Details. Mayor. Recommend adoption.

Moved to Resolutions item e. Mayor.

Items d. and e. moved to Ordinances items c. and d. Lord.

Item n. moved to Resolutions item e. Mayor.

City Clerk Jacobsen read the consent agenda into the record.

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

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

VISITORS

a. Unified Command Report (20 Minutes)

Mark Kirko, City of Homer Fire Chief, commented our case counts are slowing down and encouraged the community to remain vigilant as we move into flu season. He appreciates all who have taken this situation with all the seriousness it deserves, it's a win for the community. At the last meeting question was raised about reopening the City and he emphasized that the City is open, even though not every doors is unlocked. We are working toward solutions to get Council back into the Chambers, and he's been working with the City Manager in looking at solutions moving forward.

Derotha Ferraro, South Peninsula Hospital (SPH) Public Information Officer, reported SPH has processed 9301 tests, most negative, 114 positives and 200 are pending. There has been one positive test report out since last meetings report, and the last one at SPH in five weeks. Moving into the winter, the new testing location will be at the Specialty Clinic located at 4201 Bartlett Street, beginning October 6th and be available daily from 9:00 a.m. To 6:00 p.m. The tests will be taken to Soldotna daily and transfer them to an Anchorage courier. She shared updated information for patient visitors and noted they're working on steps to relax vitiation at Long Term Care also. Complete information regarding restriction updates is available at www.sphosp.org. She reported due to low community spread, they are demobilizing their alternate care site and they'll be turn-key ready in the event they need to set it back up. She emphasized the importance of getting flu shots.

Lorne Carroll, State of Alaska Public Health Nurse, reported we're just over 6 months into the pandemic and globally there are 33 million cases, 1 million deaths; and in the US we're at 7 million cases and over 200,000 deaths. In Alaska were at approximately 7500 cases, 44% have recovered, 286 hospitalizations, and 56 deaths. In comparison the Division of Public Heaths Influenza Report just came out for last season and for roughly the same timeframe there eight adult and three pediatric deaths from influenza in Alaska. COVID and influenza are each as contagious as the other, however since there is no vaccination for COVID-19, there is a larger pool of people that the host can transfer the virus too. Epidemiologically, in looking at how is the pandemic going to end, each host has to transmit to the virus to the next person at a rate of less than one person. Currently Alaska is getting approximately 50 cases per week, around

100 per day. On the south peninsula we're at 120 cases and 2 deaths. He shared information on differences between a Point of Dispensing (POD) operation and a Community Influenza Clinic, which is primarily resources such as State and Federal and local resourced for a POD and community health centers for flu clinics.

Jenny Carroll, City of Homer Public Information Officer (PIO), shared her discussion with State Epidemiology to help characterize cases on the peninsula. In early August they were seeing signs of community transmission on the lower Kenai Peninsula, more recently some of the cases have had a history of travel and some residents weren't in Homer when diagnosed. So there is COVID in the community, however we're in a fortunate position now where we aren't seeing the community transmission that other places in Alaska are. There are clusters in the state that Epidemiology is working on, but community transmission is what's driving the numbers. The pandemic isn't done, but because of the mitigation measures and the seriousness that people are taking, we aren't seeing the transmission numbers here like Anchorage, Fairbanks, and the North Slope. Moving forward the role of the PIO is partly to support Unified Command in their efforts to promote flu vaccines, change in testing venues, and help broadcast messages out, also to support the community in continuing the mitigation measures, which we're all tired of, but the hard work has gotten us where we are today with our kids in school, many businesses are open, and we're able to function in a way that's becoming a little more normal.

b. Kenai Peninsula Economic Development District Update - Tim Dillon (10 minutes)

Tim Dillon, Executive Director of the Kenai Peninsula Economic Development District (KPEDD), provided an overview of KPEDD's role in the community. Currently their projects include working with the 2020 Census, assenting with Alaska CARES Grants, developing the Comprehensive Economic Development Strategy (CEDS) for the Kenai Peninsula, also Community Infrastructure Projects, Federal Economic Resiliency Plan, and Situation and Prospect Results for the peninsula. He reviewed KPEDD funding and highlighted information on KPEDD efforts related to the Census, CEDS FY21 update, KPEDD goals and objectives, and statistics on CARES Funds to local small businesses.

ANNOUNCEMENTS / PRESENTATIONS / REPORTS (5 Minute limit per report)

c. Worksession Report

City Manager Dumouchel reported Council received a report from Public Works Director Keiser on setting water and sewer rates, they talked about HAWSP and water/sewer reserve policy. Council has asked staff to be prepared to discuss the metrics needed to set boundaries for reserves, so we'll be working on that for our next meeting.

a. Committee of the Whole Report

Councilmember Lord reported Council discussed CARES Act grant programs, Consent agenda item including Ordinances 20-66, 20-67 and Resolution 20-090. They discussed Resolution 20-089 regarding the Attorney's contract renewal and how Council is providing feedback and direction to our Attorneys. They addressed change of sponsor and concern of conflict of interest regarding her and her position with the statewide Harbormaster's Association. The Mayor noted she wouldn't have a conflict in that she doesn't derive financial benefit from the Harbor Facility Grant program. The discussed the updated Capital Improvement Plan.

d. Mayor's Report

Mayor Castner reported he attended the opening of the Veterans Administration Homer Clinic. They were running a clinic of the hospital and had to move due to the pandemic. They serve 500-600 veterans in our area. There will be a ribbon cutting scheduled for the opening of the new Police Station, it won't include a tour, but everyone will be invited. He thanked the community for helping us through tough times in helping mitigate spread during the pandemic.

e. Borough Report

Kenai Peninsula Borough Assembly President Kelly Cooper thanked Tim Dillion and his crew for their efforts assisting businesses Borough wide in finding CARES Act resources and work with the Denali Commission for the grant identified to pay for the ACOE study for the Port and Harbor expansion. This is her last Borough update to the Council as she wraps up her six years on the Assembly. Her final meeting will be October 13th when she certifies the Borough election. It has been her pleasure to provide updates to the City and work together on many items. She's pleased to have lead Borough efforts in appropriating CARES Act funds to municipalities allowing additional relief dollars to businesses in city limits. She encouraged the Council to draft a resolution appropriating funds to the Center for Behavioral Health needs, it serves many residents throughout the southern peninsula.

f. Library Advisory Board

Marcia Kuszmaul, Library Advisory Board Chair, reminded everyone the library is open by appointment. Most services are available in some form and information about services is available on line. She noted staff member Amy Gordon is leaving next week and wished her the best. She's been working with the Census and thanked everyone for their part in making sure Alaska counts. Their next meeting is Tuesday, October 6th, and they're still looking for one more Board member.

g. Planning Commission

h. Economic Development Advisory Commission

Karin Marks, Economic Development Advisory Commission Chair, thanked Council for adopting Resolution 20-086 amending their bylaws and for the first reading of Ordinance 20-64 updating the Commissions duties in code. The Commission is looking forward to their October meeting where they'll be addressing some final parts of their structure to include working on the regional CEDS.

i. Parks Art Recreation and Culture Advisory Commission

David Lewis, Parks Art Recreation and Culture Advisory Commission Chair, reported at their last meeting they heard from Parks Maintenance Coordinator Matt Steffy that camping has slowed down in August but we're only down about 16% overall for the year, while the national average is down 35%, that he community conversation surrounding the special use program at Karen Hornaday Park is continuing on how to move forward when the campground closes, and that they're continuing with the small works trail maintenance. Parks staff is working on a series of small projects at Baycrest, there is continued discussion with Bunnell Street Art gallery on interpretive installations at the overlook that would include land acknowledgement components highlighting the regions cultural history. Rotary has followed up with conversation about a memorial bench for Gary Thomas to be placed at either the End of the Road Park near the whale sculpture, the Water Trail pavilion, and Bishops Beach. They heard from Community Recreation Manager Mike Illg on continued indoor programming at the HERC emphasizing without that building there wouldn't be a place for indoor recreation right now, and Community Recreation is working on a local hiking challenge. Mr. Illg has requested funding for items to assist in efforts to keep indoor recreation safe. Lastly the Commission was disappointed there was going to be no funding for new restrooms at Bishops Beach, one of our prime visitation areas, it's a busy area and the pit toilets in place now are unacceptable.

j. Port and Harbor Advisory Commission

k. Americans with Disabilities Act Compliance Committee

Councilmember Aderhold reported the Committee met and had a visit from Public Works Director Keiser and discussed some of the committee's priorities and work that's been completed this year. They reviewed the ADA webpages for the City, discussed next steps of a Transition Plan for parks and trails, and reviewed a listing of ADA projects completed or in the works by Public Works maintenance.

l. Economic Relief Grant Programs Report

i. Written Program Report in Supplemental Packet

Sara Perman, program coordinator, reported we're entering the 4th week for the non-profit, child care, and social service economic relief grant programs. Her report in packet outlines how many grants have been awarded for each, notably for each of the program, less than 50% has gone out so far, so there are funds left to award and she doesn't expect they will max out. The

household grant program started today and she's received 8 applications in the last four hours. She noted the advertising and press releases are going out, as well as outreach efforts for the programs. As of Friday they sent out a list of non-profits for matching grants through Rasmussen.

Jody Mastey, program coordinator, reported the small business grant program received 412 applications and two are still pending. Approximately \$1,065,000 has been awarded and that could go up to \$1,071,000. She's worked on SBERG 2 program with Special Projects & Communications Coordinator Carroll and provided a brief overview of the program.

PUBLIC HEARING(S)

- a. Alder Lane Water Improvement Special Assessment District

Memorandum 20-152 from City Clerk as backup

Mayor Castner opened the public hearing.

Jason Herreman, property owner in the district, commented he doesn't believe his property should be included in the district. Alder Lane stops short of his property, there are other lots on Alder Lane that have improvements and should be included if his is going to be. It will be a burden for him to connect given the proximity of the water line on and improvements on his property, and it may be more reasonable to service his lot by a waterline on Spruce Lane if it were ever developed. He also explained he currently has water service to his property through a spaghetti line.

Michael Basargin, property owner in the district, also commented he doesn't want his property to be included in the district because of the benefitted area methodology being proposed. He has a large property and would have to pay a huge portion of the improvement. He would support an equal shares methodology.

There were no further comments and the hearing was closed. Mayor Castner announced no action is needed tonight and that a resolution regarding the district will come before Council at their October 12th meeting.

- b. Seawall Improvement Special Assessment District

Janet Szjkowski, property owner on the seawall commented in support of the Seawall Improvement Special Assessment District and thanked city staff and Council for their work.

Kathy and Pat Irwin commented in support of the Seawall Improvement Special Assessment District for seawall owners only and also appreciates the work of city staff and the Council.

There were no further comments and the hearing was closed. Mayor Castner announced no action is needed tonight and that a resolution regarding the district will come up under resolutions.

Mayor Castner called for a recess at 7:48 p.m. and called the meeting back to order at 7:58 p.m.

- c. Ordinance 20-59, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code to Create Chapter 21.17 Medical Zoning District; Amending Homer City Code 21.58.030, Permission for Communications Towers, Adding the Medical Zoning District; Amending Homer City Code 21.60.060 Signs on Private Property, Adding the Medical Zoning District; Amending Homer City Code 21.10.020 Zoning Districts to Include the Medical District; and Amending the Homer City Zoning Map to Rezone a Portion of the Residential Office (RO) Zoning District to Include Medical (M) Zoning District. Planning Commission. Recommended dates Introduction September 14, 2020 Public Hearing and Second Reading September 28, 2020

Memorandum 20-143 from City Planner as backup

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

LORD/ADERHOLD MOVED TO ADOPT ORDINANCE 20-59 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Councilmember Evensen noted the written comments from Brenda Hayes opposing the allowance for a 65 foot building height allowance in the district.

Councilmember Aderhold noted another email they received with the same concerns and asked if the City Planner could share regarding the Commission's discussion regarding the topic. City Planner Abboud comment there is limited space in the district and they were looking at how to best utilize the smaller lots. An example discussed was an option to put a parking garage under a building, which may not be accommodated with a 35 foot restrictions. It's something the hospital was interested in and it would take a conditional use permit (CUP), which requires a public hearing, to allow anything over 35 feet, so a CUP could be denied.

Councilmembers Smith and Evensen shared reservations about the 65 foot height allowance.

EVENSEN/LORD MOVED TO MAKE AN AMENDMENT TO DELETE LINES 119 AND 120 FROM THIS ORDINANCE.

Councilmember Aderhold questioned if there are additional conditions that could be put on the allowance for a 65 foot building such as lot size or building purpose. There may be instances where it could be appropriate depending on circumstances.

City Planner Abboud explained the through the CUP process when there is a lot of public feedback the Commission will listen to them and consider negative impacts to immediate neighbors and so forth. A consideration for going higher is we have infill goals and to be more earth friendly because if we don't go up, we spread out. The lots in the district that could accommodate a 65 foot building are very limited.

Councilmember Smith noted his understanding that if our code supports the ability to do something, then they don't have any reason to deny the permit, regardless of how many people complain.

ADERHOLD/LORD MOVED TO AMEND THE AMENDMENT TO INCLUDE LINE 116 TO SAY "C BUILDING HEIGHT. THE MAXIMUM IS 35 FEET."

There was no discussion.

VOTE (secondary amendment): NON OBJECTION: UNANIMOUS CONSENT

There was no further discussion on the amendment as amended.

VOTE (amendment): VOTE NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

There was brief discussion regarding the lot behind the hospital not be included. The Commission did discuss it and there's question regarding the slope and the ability to develop it. The district could be expanded in the future to include its viable.

Question was also raised regarding radio towers and that they should be located up by the hospital only. It's something that's still on the table for the Planning Commission and they have a request in to the tower consultant about tower heights that might interfere with any flight path to the hospital, but haven't received a response yet.

Councilmember Aderhold said she's very impressed with the Planning Commission and the work they did on this ordinance and also with the level of detail that was provided by the public comments.

VOTE (main motion as amended): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- d. Ordinance 20-60, An Ordinance of the City Council of Homer, Alaska Accepting and Appropriating \$2,251,058.85 in Coronavirus Relief Funds from the Kenai Peninsula Borough to the City's Economic Relief Grant Programs and Authorizing the City Manager to Execute Agreements with the Kenai Peninsula Borough for Cooperative or Joint Administration of Functions or Powers through Subgranting Coronavirus Relief Funds. City Manager. Recommended dates Introduction September 14, 2020 Public Hearing and Second Reading September 28, 2020

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

LORD/VENUTI MOVED TO ADOPT ORDINANCE 20-60 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Councilmember Lord noted later in the agenda there is Ordinance 20-67 that states it's clarifying the intention of these funds. This ordinance is already addressing using these funds for these things, she's interested in broadening this to encompass the pieces in 20-67.

LORD/ADERHOLD MOVED TO DELETE LINES 58-62, AND ON LINES 56 TO BE USED AS FOLLOWS AND REPLACE IT WITH IN ACCORDANCE WITH THE GRANT AGREEMENT ATTACHMENT A USE OF FUNDS TO THE CITY'S ECONOMIC RECOVERY GRANT PROGRAMS, THE HOMER SENIOR CENTER, LLC AND NO MORE THAN 5% OF GRANT FUND FOR ADMINISTRATIVE COSTS AND SUBJECT TO FURTHER COUNCIL APPROPRIATIONS WITHIN THESE APPROVED USE OF FUNDS.

Mayor Castner commented this is a substantive change to the original ordinance and may likely require a second public hearing. City Attorney Gatti concurred.

Councilmember Lord understood and shared her frustration in that this is generally saying the funds will generally be used for economic recovery grant programs which is not making a full appropriation by Council. She added 20-67 is not doing that either so we're still several meetings out from fully appropriating these funds. She withdrew the motion.

LORD/ADERHOLD MOVED TO AMEND LINES 40 TO READ "AND SHALL BE INCURRED DURING THE PERFORMANCE PERIOD" AND CHANGE NOVEMBER 30, 2020 TO DECEMBER 30, 2020.

There was no discussion.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

There was no further discussion on the main motion as amended.

VOTE (main motion as amended): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- e. Ordinance 20-61, An Ordinance of the City Council of Homer, Alaska Repealing Emergency Ordinance 20-58 and Amending the 2020 Capital Budget and Authorizing Expenditure of up to \$300,000 from the HART Road Fund to Design and Construct Remedial Solutions for the Horizon Court Landslide. City Manager/Public Works Director. Recommended dates Introduction September 14, 2020 Public Hearing and Second Reading September 28, 2020

Memorandum 20-141 from Public Works Director as backup

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

LORD/VENUTI MOVED TO ADOPT ORDINANCE 20-61 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Mayor Castner asked Public Works Director Keiser for an update on the project. Public Works Director Keiser reported in working on the short term solution they discovered that an underground spring super charging the roadbed was the source of the problem. They were able to tap into it and drain it into an existing channel. She added the cost for the project was significantly reduced to \$20,000.

LORD/ADERHOLD MOVED TO AMEND LINES 9, 65, AND 67 TO DELETE \$300,000 AND REPLACE WITH \$20,000.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

There was discussion regarding deleting or amending the language referencing long term solutions and suggestion was made to postpone to the next meeting and have a substitute ordinance provided.

ADERHOLD/MOVED TO POSTPONE THE ORDINANCE TO OCTOBER 12 FOR PUBLIC WORKS TO PROVIDE AMENDMENTS.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

ORDINANCE(S)

- a. Ordinance 20-65, An Ordinance of the City Council of Homer, Alaska, Amending the 2020 Budget by Appropriating Funds in the Amount of \$271,281 for Personnel Costs Associated with COVID-19 Preparation and Response. City Manager. Introduction September 28, 2020 Public Hearing and Second reading October 12, 2020

Memorandum 20-146 from Finance Director as backup

LORD/VENUTI MOVED TO INTRODUCE ORDINANCE 20-65 BY READING OF TITLE ONLY.

City Manager Dumouchel explained the City has been carefully tracking hours for staff whose jobs have changed significantly for COVID response and also CARES Act administration and eligible for reimbursement through CARES Act. This is forecasted out to address needs through the end of the year.

Mayor Castner shared his concern that seven months into the pandemic he'd expected we'd have made adjustments. He's also concerned that a big piece of this is that at the Fire Department we've gone from using volunteers to having professional staff, and at what point do we reach the tipping point where we lose our volunteers and become a defacto professional full time department. It worries him.

Councilmember Smith wonders at what point to we start transitioning back, noting that schools are open and City Hall is still closed. He understands there is some level of risk to our volunteers, but what's the probability and real risk factor? He worries about keeping the volunteers engaged and being able to retain them.

There were other comments regarding a reopening plan and City Manager Dumouchel said he'll have information for Council at the next meeting.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- b. Ordinance 20-72, An Ordinance of the City Council of Homer, Alaska, Amending the 2020 Capital Budget an Authorizing the Expenditure of \$1,035,970 from the General Fund to Complete the Homer Seawall Armor Rock Improvement Project. City Manager/Public Works Director. Introduction September 28, 2020 Public Hearing and Second Reading October 12, 2020.

Memorandum 20-153 from Public Works Director as backup

LORD/VENUTI MOVED TO INTRODUCE ORDINANCE 20-72 BY READING OF TITLE ONLY.

At the request of Council, Public Works Director Keiser reported after consultation and discussion on the costs, a final budget is included in the packet. She noted the following recommendations:

- The City accept the SAD City administration fee of 5% as part of its contribution to the project and not charge it to the assessment roll.
- That we delete the additional 5% contingency and not include it as part of the total project budget, as explained in the memorandum

She explained by making those changes the proposed project budget is reduced from \$1,035,970 to \$945,661. She added clarification that the actual certified assessment roll will be based on the actual certified costs.

LORD/ADERHOLD MOVED TO AMEND LINES 9, 21, 27, AND 31 AND REPLACE ALL THE DOLLAR AMOUNTS WITH \$945,661.

Councilmember Evensen concurs with and supports the recommendations and commended the Public Works Director for due diligence and creativity in the contingency.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

City Attorney Gatti asked if the City had been approved for the loan as referenced in the third whereas, Public Works Director Keiser confirmed we have and acceptance is authorized by Resolution 20-090.

VOTE (main motion as amended): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- c. Ordinance 20-66, An Ordinance of the City Council of Homer, Alaska, Clarifying the Allowed Uses of the Coronavirus Relief Funds provided to the City from the Kenai Peninsula Borough. Mayor. Introduction September 28, 2020 Public Hearing and Second Reading October 12, 2020.

LORD/VENUTI MOVED TO INTRODUCE ORDINANCE 20-66 BY READING OF TITLE ONLY.

Councilmember Lord noted she pulled this from the consent agenda and addressed some of the reasoning during discussion of Ordinance 20-60.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- e. Ordinance 20-67, An Ordinance of the City Council of Homer, Alaska, Providing for a Grant of \$225,000.00 to Homer Senior Citizens, Inc. for the Purposes of Recovery of Losses and Additional Costs Associated with Meeting the Challenges of the Novel Coronavirus and In Support of the Continuation of their Programs and Services. Mayor. Introduction September 28, 2020 Public Hearing and Second Reading October 12, 2020.

LORD/VENUTI MOVED TO INTRODUCE ORDINANCE 20-67 BY READING OF TITLE ONLY.

Councilmember Lord shared her support for funding the Homer Senior Citizens Inc. and would appreciate having some letter of request with a budget provided from them similar to what South Peninsula Hospital and the Chamber of Commerce provided for their grant. She also asked the financial pieces be consistent.

Finance Director Walton explained processes are being considered regarding cost centers for the Borough funds, trying to determine what the best method is and leaning toward keeping it separate from the rest of our financials because it makes it easier for reporting and responding to questions.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

CITY MANAGER'S REPORT

- a. City Manager's Report

Councilmember Smith requested a status update on the Ravn Lease. City Manager Dumouchel reported Ravn has the lease then it goes to the State for approval, which he understands should happen quickly.

Councilmember Aderhold commented she'd appreciate a worksession on 2nd quarter sales tax, and recognized Mike Illg for being the President Elect of his professional organization.

City Manager Dumouchel added the he Chief Kirko and Public Health Nurse Carroll have had extended conversation regarding metric regarding COVID and reopening. He's planning to bring something back at the next meeting. He also touched briefly about Halloween and that

the people who typically apply for the permits for the Halloween event aren't planning to this year.

PENDING BUSINESS

NEW BUSINESS

- a. Memorandum 20-154 from Councilmembers Aderhold and Venuti re: Letter of Support for a National Science Foundation Coastlines and People Large Hub Proposal Regarding Harmful Algal Blooms, Mariculture, and Sea Star Ecology

LORD/VENUTI MOVED TO APPROVE THE RECOMMENDATION OF MEMO 20-154 TO APPROVE THE LETTER OF SUPPORT FOR THE NATIONAL SCIENCE FOUNDATION PROPOSAL.

Councilmember Aderhold noted an email that was sent to Council requesting a letter of support be submitted by the City. She noted she knows a lot of people involved, but is not involved in the project in any way other than sponsoring the memorandum.

There were comments in support of submitting the letter of support.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

RESOLUTIONS

- a. Resolution 20-084, A Resolution of the City Council of Homer, Alaska Approving the 2021-2026 Capital Improvement Plan and FY 2022 Legislative Requests. City Manager.

Memorandum 20-151 from Special Projects and Communications Coordinator as backup

LORD/VENUTI MOVED TO ADOPT RESOLUTION 20-084 BY READING OF TITLE ONLY.

LORD/ADERHOLD MOVED TO REMOVE THE SEAFARER MEMORIAL PARKING EXPANSION PROJECT FROM THE CIP.

Councilmember Lord noted this and other amendments are addressed in the Memorandum 20-151 as a result of their last worksession where they discussed the CIP at length.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

LORD/VENUTI MOVED TO INCLUDE THE BEN WALTERS SIDEWALK PROJECT IN THE 2021-2026 CIP AND RECOMMEND PLACING IT IN THE MIDRANGE.

There was no discussion.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

LORD/VENUTI MOVED TO ESTABLISH CITY COUNCIL'S PRIORITIZED LIST OF OUR FIVE LEGISLATIVE PROJECTS TO BE IN ORDER, PORT OF HOMER NEW LARGE VESSEL HARBOR, STORM WATER MASTER PLAN, MAIN STREET SIDEWALK NORTH, MULTI USE COMMUNITY CENTER PHASE ONE, AND HOMER BARGE MOORING AND LARGE VESSEL HAUL-OUT REPAIR FACILITY.

There was no discussion.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

LORD/VENUTI MOVED TO ESTABLISH OUR TWO TOP CITY FEDERAL PRIORITY PROJECTS WHICH ARE THE PORT OF HOMER NEW LARGE VESSEL HARBOR AND THE STORM WATER MASTER PLAN.

There was no discussion.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

There was brief discussion confirming they could adopt the resolution tonight.

VOTE (main motion as amended): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- b. Resolution 20-087, A Resolution of the City Council of Homer, Alaska Creating a Second Round of CARES Act Grants for Small Businesses. Mayor.

Mayor: May I have a motion from Council?

I move to adopt resolution 20-087 by reading of title only.

LORD/EVENSEN MOVED TO ADOPT RESOLUTION 20-87 BY READING OF TITLE ONLY.

ADERHOLD/LORD MOVED TO AMEND LINE 52 TO READ HOMER CITY COUNCIL ABOUT THE STATUS OF THE SBERG AND INSERT "ROUND 2".

There was no discussion.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

There was brief discussion confirming the funding for this is coming from what's left from SBERG and that Jody Mastey will stay on board to assist with facilitating this second round.

VOTE (main motion as amended): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- c. Resolution 20-091, A Resolution of the City Council of Homer, Alaska, to Initiate a Special Assessment District for the Purpose of Serving the Tasmania Court Neighborhood with City Sewer Service in Conjunction with the Tasmania Court Water Improvement Special Assessment District. Smith/Public Works Director.

Memorandum 20-158 from Public Works Director as backup

LORD/VENUTI MOVED TO ADOPT RESOLUTION 20-091 BY READING OF TITLE ONLY.

Councilmember Smith noted concerns that were addressed last time that septic systems will fail over time, all the properties in the water SAD are on septic, and there's no existing sewer line. From what he read there are probably a few that are interested in sewer, but it makes it too expensive to pass them simultaneously. We're going to work on a code amendment to get away from this because there has to be some sort of long term solution to what will eventually be a problem. Memo 20-158 lays it out and the idea is we initiate an SAD for the sewer and get it done so as the septic fail, they will be required to hook up and we'll have it ready to go. There is code deficiencies in not being able to require it at this time, it's a feasible option and we'll have to defer for those until they get to the point where they have to hook up.

Public Works Director Keiser added this makes sense from a basic infrastructure point of view. We'll be installing water and it's a proven fact that people with City water use more water, which puts septic tanks at risk. While installing the water line it makes technical and economic sense to install the sewer line at the same time. The property owners may not be interested in City sewer at this time, but staff believes it's a matter of time before they fail, and we'd like to be ready.

Councilmember Aderhold supports the resolution and questioned the reference to an ordinance on lines 22 and 23.

SMITH/ MOVED TO AMEND LINES 22 AND 23 TO DELETE INTRODUCTION OF AN ORDINANCE AND INSERT ADOPTION OF RESOLUTION 20-083.

There was no discussion.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

There was brief discussion in support of the main motion as amended.

VOTE (main motion as amended): YES: LORD, ADERHOLD, EVENSEN, HANSEN-CAVASOS, SMITH, VENUTI

Motion carried.

- d. Resolution 20-092, A Resolution of the City Council of Homer, Alaska Acknowledging the Sufficiency of the Seawall Improvement Special Assessment District and Approving the Improvement Plan, Estimated Not-To-Exceed Cost of Improvement and Assessment Methodology. City Clerk.

LORD/VENUTI MOVED TO ADOPT RESOLUTION 20-092 BY READING OF TITLE ONLY.

Councilmember Aderhold questioned the reasoning behind taking the step of adding a property that was removed from the district by a previous Council.

Public Works Director Keiser explained the circumstances now are different. She explained the seawall goes in front of their property, and they've done some self-help by purchasing armor rock and filter fabric, but can't get the permit to do a quality installation. The City has proposed reimbursing the property owner move their rock away from the wall so lay down filter fab and lay rock in accordance with our specifications so it's a continuous project with the other properties. Council introduced the ordinance for the reimbursement this evening. We still need to move it twice to place it property that will incur some cost. There will be some sort of maintenance district required for ongoing maintenance and we need them to be part of that for the ongoing effort. Because that property is affected differently than the others there may be some type of consideration recommended for it when the final assessment role is approved.

City Attorney Gatti commented generally is if a property is benefitted is should be assessed equally with the other benefitted properties in the district.

LORD/ADERHOLD MOVED TO AMEND AND CHANGE THE DOLLAR AMOUNT ON LINE 18 TO READ \$945,661.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Council briefly reviewed the assessment methodology and with Finance Director Walton.

VOTE (main motion as amended): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- n. Resolution 20-093, A Resolution of the City Council of Homer, Alaska, Establishing a Fisheries Economic Recovery Fund (FERG) and Providing for Applicant Qualifications and Other Grant Details. Mayor.

LORD/ADERHOLD MOVED TO ADOPT RESOLUTION 20-093 BY READING OF TITLE ONLY.

Mayor Castner commented the Borough's grants have a fisheries component included and he felt this is a component that needed to be addressed. He shared his consideration of the program and narrowed the screening down to harbor fees and who paid the bulk of those fees which is about 103 users. In discussion with staff there's another 500 boats that pay the fees and including them all brings the grant amount down to around \$800. With the other proposals by Council on the agenda tonight he didn't have time to work out an equitable solution. He's interested in this and thinks Council should decide if they want to have a fishing component in the grant programs, but thinks this should be voted down and they can bring something back if they choose to.

There was brief discussion regarding the potential of a fishing component in the granting funds, and while most agreed with the notion, most concurred it needs further consideration.

VOTE: YES: HANSEN-CAVASOS, EVENSEN
NO: LORD, ADERHOLD, VENUTI, SMITH

Motion failed.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY ATTORNEY

City Attorney Gatti thanked the Council for extending the Attorney Contract with JDO. He looks forward to continuing to work with the City.

COMMENTS OF THE CITY CLERK

City Clerk Jacobsen commented regarding the upcoming City and Borough elections.

COMMENTS OF THE CITY MANAGER

City Manager Dumouchel had no comments.

COMMENTS OF THE MAYOR

Mayor Castner followed up on Public Works Director Keiser's comments about the seawall. There's been a remarkable coalescing of good will among the property owners and thinks they've done well. He congratulated Public Works for preparing a reasonable budget for the project.

COMMENTS OF THE CITY COUNCIL

Councilmember Hansen-Cavasos thanked Council and staff for a long but fruitful meeting.

Councilmember Smith commented its election season and encouraged citizens to go out and cast their vote, it's their most important voice.

Councilmember Venuti commented there are some parts of our business community that are doing well, like construction. She attended the opening of the VA office today, it's really nice to have them here, she walked away feeling good and notice a lot of building happening in that area.

Councilmember Evensen thanked staff and Council for their hard work. He thanked Finance Director Walton and Public Works Director Keiser for their work on HAWSP, he thanked the City Manager for his efforts, and the Mayor for all he does for the City.

Councilmember Aderhold commented we haven't had a long meeting like this in a while, we accomplished a lot, and one is the seawall. Getting the assessment for the seawall is huge, she's been worried about how it would all come together. She's pleased and appreciates everyone's work.

Councilmember Lord thanked Council and staff for staying up late. It was really helpful to have staff available tonight. She didn't know Amy Gordon is leaving the library and she'll miss seeing her there. Get out and vote. She's heard some confusion from the public about voting absentee and in person, and she encourages them to call the City and Borough Clerk's offices for help. She noted a late meeting in her greenhouse has shown her she has mice in her greenhouse, she has a plan of action tomorrow and is excited to get in her house.

ADJOURN

There being no further business to come before the Council the next Regular Meeting is Monday, October 12, 2020, at 6:00 p.m. Committee of the Whole at 5:00 p.m. All meetings are scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Melissa Jacobsen, MMC, City Clerk

Approved: _____

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Manager/
4 Finance Director

5 **RESOLUTION 20-097**

6
7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
8 EXTENDING MEASURES TO PROVIDE INCREASED TIME FOR
9 CERTAIN PAYMENTS TO REDUCE FINANCIAL HARDSHIPS DURING
10 THE COVID-19 EMERGENCY.

11
12 WHEREAS, Resolution 20-037 affirmed measures to provide increased time for certain
13 payments to reduce financial hardships during the COVID-19 emergency; and

14
15 WHEREAS, The pandemic is still ongoing and continues to have significant economic
16 impacts on many individuals, families, and businesses in Homer; and

17
18 WHEREAS, It continues to be in the best interest of the City and its residents to ensure
19 safety and long-term sustainability for individuals, families, and businesses through this event.

20
21 NOW, THEREFORE BE IT RESOLVED that residents are encouraged to pay bills as they
22 are able, and during the declared COVID-19 emergency, the City Manager has existing authority
23 to work with residents on payment plans for services and that those plans may include deferral
24 or waiver of fees and penalties; and

25
26 BE IT FURTHER RESOLVED that for the duration of the local emergency, the City of
27 Homer will provide for the following measures for payments related to water/sewer, natural
28 gas, and other assessment payments:

- 29 ○ Payments are eligible to be deferred without penalty
30 ○ The Finance Department will work on payment plans following the deferral
31 period for the payment of all accrued deferred payments
32 ○ All penalties and late-fees will be waived for deferrals during the defined
33 period
34 ○ No water/sewer shut offs will occur during the period of deferral for any
35 customers

36
37 BE IT FURTHER RESOLVED that all other fees and charges described under the City Fee
38 Schedule and/or the Harbor Tariff remain and the City Manager maintains the authority to
39 work on a case-by-case basis with individuals requesting assistance with these payments as
40 necessary.

43 PASSED AND ADOPTED BY THE CITY COUNCIL OF HOMER, ALASKA this _____ day of
44 _____, 2020.

45
46
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51

CITY OF HOMER

KEN CASTNER, MAYOR

52 ATTEST:

53
54
55

MELISSA JACOBSEN, MMC, CITY CLERK

57

58 Fiscal note: N/A

To: Mayor Castner and Homer City Council
From: Scott Smith, Homer Planning Commissioner
Date: October 9, 2020
Subject: Planning Commission Report for City Council Meeting

The City of Homer Planning Commission met virtually in a scheduled meeting via Zoom on October 7. Present were Commissioners Barnwell, Highland, Bentz, Petska-Rubalcava, Venuti and Smith, as well as City Planner Abboud and Deputy City Clerk Krause. Commissioner Davis was excused.

In the **Work Session**, the HPC heard a presentation by geologists Jaci Overbeck and Barrett Salisbury from the Alaska Division of Geological & Geophysical Surveys (DGGs). This was a fascinating update on their Landslide Hazard and Coastal Erosion Studies of the Homer area. This information is significant to the HPC as it is tangible data that can assist with future decisions regarding the development and safety of possible projects in these hazard areas. The HPC can apply this information as it considers Storm Water Infrastructure Plans, Transportation Plans and other critical development matters. The HPC requested more detailed information in the areas above the hospital and the Bay Crest slope. We hope to have further presentations as the GDDS refines their findings.

During our 6:30 **Regular Meeting**, City Engineer Carey Meyer presented an overview of Low Impact Development Planning, which included significant information and findings on the success of locally implemented Green Infrastructure. Data including what has been installed in the new Homer Police Station was evaluated, suggesting it is far more cost-effective to use Green Infrastructure over traditional underground infrastructure. The HPC was encouraged to process how Green Infrastructure could be used both in large and small-scale development.

A **Public Hearing** on Staff Report 20-63 for Conditional Use Permit 20-15 was presented by City Planner Abboud: the reconstruction of a restaurant at 106 W. Bunnell Ave. Commissioner Venuti declared Conflict of Interest and was excused. Members of the Public attended via Zoom and there were several Lay Downs. Most comments were in favor of this project, some with suggestions for parking, dust and noise control, and visual appeal. One comment was against. A motion was presented and discussed to adopt Staff Report 20-63 and approve CUP with

Findings 1-11 and Conditions 1, 3 and 4. Motion passed unanimously. An Amending Motion was presented to add Condition 5 to resolve the parking concerns according to HCC 21.55.020. Motion passed unanimously. HPC expressed excitement and appreciation for this project as the owner desires to sustain the exterior look of the structure, while bringing an efficient, new, modern building that will last for many decades.

New Business: Item C of the Consent Agenda (Decisions and Findings for Conditional Use Permit 20-14 to allow a second mobile home at 541 Bonanza Ave.) was moved to New Business. City Planner Abboud wanted to confirm the Commissions understandings and rulings. HPC had no more questions and the Motion was passed unanimously.

There were no Comments of the Audience.

Our next Planning Commission meeting will be held virtually by Zoom on October 21, 2020 at 6:30 p.m.



CARES Act Economic Relief Grant Programs Update

October 12, 2020

The City of Homer 's Nonprofit, Childcare Business and Social Services Economic Relief Grants closed out on Friday, October 2, 2020 at 5:00pm. For each program, the funds distributed were less than the amounts allocated by the Homer City Council. \$546,006.50 was distributed total.

Nonprofit Economic Relief Grant Program (NERG)

35 Applications received (**6** paper/**29** online)

35 Approved applications as of October 2

9.14.20: 7 applications were approved and submitted to the Finance Department

9.21.20: 7 applications were approved and submitted to the Finance Department

9.28.20: 6 applications were approved and submitted to the Finance Department

10.04.20: 15 applications were approved and submitted to the Finance Department

0 Denied applications

0 Pending applications

\$322,972.50 Total grants awarded (out of \$750,000.00)

Childcare Economic Relief Grant Program (CBERG)

4 Applications received (**0** paper/**4** online)

4 Approved applications as of October 2

9.14.20: 0 applications were approved and submitted to the Finance Department

9.21.20: 2 applications were approved and submitted to the Finance Department

9.28.20: 1 application was approved and submitted to the Finance Department

10.05.20: 1 application was approved and submitted to the Finance Department

0 Denied applications

0 Pending applications

\$75,000.00 Total grants awarded (out of \$150,000.00)

Social Services Economic Relief Grant Program (SoSERG)

9 Applications received (**0** paper/**9** online)

9 Approved applications as of October 2

9.14.20: 3 applications were approved and submitted to the Finance Department

9.21.20: 1 application was approved and submitted to the Finance Department

9.28.20: 1 application was approved and submitted to the Finance Department

10.05.20: 4 applications were approved and submitted to the Finance Department

0 Denied applications

0 Pending application

\$148,034.00 Total grants awarded (out of \$200,000.00)

Household Economic Relief Grant (HERG)

The Household Economic Relief Grant Program opened to the public two weeks ago on Monday, September 28, 2020. The program will run through this Friday, October 16 at 5:00pm.

95 Applications received (**27** paper/**68** online)

76 Approved applications as of October 12

10.7.20: 43 applications were approved and submitted to the Finance Department

10.12.20: 33 application was approved and submitted to the Finance Department

1 Denied applications: *applicant was outside of city limits*

18 Pending applications

\$112,062.31 Total grants awarded (out of \$1,500,000.00 available)

**CITY OF HOMER
HOMER, ALASKA**

City Manager

ORDINANCE 20-78

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA UNENCUMBERING THE UNEXPENDED AMOUNTS FROM THE ECONOMIC RELIEF GRANT PROGRAMS AND CITY MATERIAL, SERVICE, AND PERSONNEL COSTS AND MAINTAINING THE UNEXPENDED AMOUNTS IN THE COVID-19 RESPONSE FUND.

WHEREAS, The State of Alaska granted \$7,899,085.29 in Coronavirus Relief Funds to the City of Homer to provide direct relief for Homer’s needs and expenses associated with coping with the novel coronavirus, COVID-19;

WHEREAS, The State arranged for the \$7,899,085.29 in Coronavirus Relief Funds to be disbursed in three tranches; and

WHEREAS, All Coronavirus Relief Funds received by the City are maintained in one account called the COVID-19 Response Fund to which all expenses are credited against; and

WHEREAS, Only expenses that were not accounted for in the City’s budget and resulting from the City’s response to COVID-19 during the period of March 1, 2020 through December 30, 2020 are reimbursed with Coronavirus Relief Funds; and

WHEREAS, Ord. 20-25(S) and Ord. 20-45(S) encumbered \$5,600,000 of the \$7,899,085.29 to the City’s Nonprofit Economic Relief Grant (NERG) program, the Social Services Economic Relief Grant (SoSERG) program, the Childcare Business Economic Relief Grant (CBERG) program, and the Household Economic Relief Grant (HERG) program; and

WHEREAS, The SBERG, NERG, SoSERG, and CBERG programs all ended by October 2, 2020 and have a remaining balance of approximately \$2,641,043.50; and Whereas, The HERG program does not end until October 16, 2020 so a remaining balance is not known at this time; and

WHEREAS, Ord. 20-16, Ord. 20-22, Ord. 20-25(S), Ord. 20-63, Ord. 20-45(S), and Ord. 20-65 will have allocated \$1,644,949 to City material, services, and personnel expenses to carry municipal expenses associated with COVID-19 through December 30, 2020; and

WHEREAS, It is in the best interest of the City to have the ability to respond to and address community and municipal needs as a result of the COVID-19 pandemic quickly since Coronavirus Relief Funds must be spent by December 30, 2020;

43 WHEREAS, Legislation unappropriating the unexpended amounts is necessary in order
44 to make those funds available to credit against other expenses resulting from the public health
45 emergency stemming from COVID-19.

46
47 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

48
49 Section 1: The unexpended amounts of the City of Homer economic relief grant
50 programs will be unencumbered and kept ready for additional COVID-19 related expenses
51 incurred by the City in the COVID-19 Response Fund.

52
53 Section 2: Any remaining City material, service, or personnel costs identified by the City
54 Manager as unexpended will be unencumbered and kept ready for additional COVID-19 related
55 expenses incurred by the City in the COVID-19 Response Fund.

56
57 Section 3: This ordinance is a budget ordinance only, is not permanent in nature and
58 shall not be codified.

59
60 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 26 day of October, 2020.

61
62 CITY OF HOMER

63
64
65 _____
66 KEN CASTNER, MAYOR

67
68
69 _____
70 MELISSA JACOBSEN, MMC, CITY CLERK

71 YES:
72 NO:
73 ABSTAIN:
74 ABSENT:
75
76 First Reading:
77 Public Hearing:
78 Second Reading:
79 Effective Date:

80
81 Reviewed and approved as to form:
82
83 _____
84 Robert Dumouchel, City Manager

Michael Gatti, City Attorney

85
86
87
88
89
90

Date: _____

Date: _____

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Manager

4 **ORDINANCE 20-78**

5
6 AN ORDINANCE UNENCUMBERING THE UNEXPENDED AMOUNTS
7 FROM THE ECONOMIC RELIEF GRANT PROGRAMS AND CITY
8 MATERIAL, SERVICE, AND PERSONNEL COSTS AND MAINTAINING
9 THOSE UNEXPENDED AMOUNTS IN THE COVID-19 RESPONSE
10 FUND FOR EFFICIENT DISTRIBUTION OF CORONAVIRUS RELIEF
11 FUNDS AS APPROVED THROUGH THE CARES ACT PROJECT
12 CLOSE OUT PLAN.
13

14 WHEREAS, The State of Alaska granted \$7,899,085.29 in Coronavirus Relief Funds to the
15 City of Homer to provide direct relief for Homer's needs and expenses associated with coping
16 with the novel coronavirus, COVID-19;
17

18 WHEREAS, The State arranged for the \$7,899,085.29 in Coronavirus Relief Funds to be
19 disbursed in three tranches; and
20

21 WHEREAS, All Coronavirus Relief Funds received by the City are maintained in one
22 account called the COVID-19 Response Fund to which all expenses are credited against; and
23

24 WHEREAS, Only expenses that were not accounted for in the City's budget and resulting
25 from the City's response to COVID-19 during the period of March 1, 2020 through December 30,
26 2020 are reimbursed with Coronavirus Relief Funds; and
27

28 WHEREAS, Ord. 20-25(S) and Ord. 20-45(S) encumbered \$5,600,000 of the \$7,899,085.29
29 to the City's Nonprofit Economic Relief Grant program (NERG), the Social Services Economic
30 Relief Grant program (SoSERG), the Childcare Business Economic Relief Grant program
31 (CBERG), and the Household Economic Relief Grant program (HERG);
32

33 WHEREAS, The SBERG, NERG, SoSERG, and CBERG programs all ended by October 2nd
34 and left the City with a remaining balance of approximately \$2,641,043.50;
35

36 WHEREAS, The HERG program does not end until October 16 so a remaining balance is
37 not known at this time;
38

39 WHEREAS, Ord. 20-16, Ord. 20-22, Ord. 20-25(S), Ord. 20-63, Ord. 20-45(S), and pending
40 Ord. 20-65 will have allocated \$1,644,949 to City of Homer material, services, and personnel
41 expenses to carry the City's expenses associated with COVID-19 through December 30, 2020;
42 and

43 WHEREAS, It is in the best interest of the City to have the ability to respond and address
44 community and municipal needs as a result of the COVID-19 pandemic quickly since Cares Act
45 dollars must be spent by December 30, 2020;

46
47 WHEREAS, Legislation appropriating specific Coronavirus Relief Fund amounts to
48 programs with Cares Act dollars prevents the City from using the unexpended balances of
49 these programs to efficiently cover other prioritized needs of the City unless additional
50 legislation unappropriating and reappropriating the funds takes place; and

51
52 WHEREAS, After the October 12 City Council meeting there are three scheduled City
53 Council meetings left in the year to address appropriation needs unless Council schedules
54 additional hearings;

55
56 WHEREAS, City Council prioritized eligible uses of the remaining balance of City of
57 Homer Cares Act funds in the CARES Act Project Close Out Plan; and

58
59 WHEREAS, The CARES Act Project Close Out Plan provides staff direction on incurring
60 expenses associated with community and city needs related to the COVID-19 pandemic
61 response.

62
63 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

64
65 Section 1. The unexpended amounts of the City of Homer economic relief grant
66 programs will be unencumbered and kept ready for additional Covid-19 related expenses as
67 approved through the cares Act Project Close Out Plan and incurred by the City.

68
69 Section 2. Any remaining City material, service, or personnel costs identified by the City
70 Manager as unexpended will be unencumbered and be kept ready for additional Covid-19
71 related expenses as approved through the cares Act Project Close Out Plan and incurred by the
72 City.

73
74 Section 3. This Ordinance allows City Council to maximize the impact of Coronavirus
75 Relief Funds in response to community and municipal needs before the December 30, 2020
76 deadline.

77
78 Section 4. Staff will provide Council with regular reports detailing costs incurred
79 through the CARES Act Project Close Out Plan so that City Council can adjust the Plan as
80 needed to respond to COVID-19. Costs incurred will then be applied to the COVID-19 Response
81 Fund.

82
83 Section 5. This ordinance is a budget ordinance only, is not permanent in nature and
84 shall not be codified.

85 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 26 day of October, 2020.

86

87

CITY OF HOMER

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89

90

KEN CASTNER, MAYOR

91 ATTEST:

92

93

94 _____
MELISSA JACOBSEN, MMC, CITY CLERK

95

96 YES:

97 NO:

98 ABSTAIN:

99 ABSENT:

100

101 First Reading:

102 Public Hearing:

103 Second Reading:

104 Effective Date:

105

106 Reviewed and approved as to form:

107

108

109 _____
Robert Dumouchel, City Manager

Michael Gatti, City Attorney

110

111 Date: _____

Date: _____



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum 20-168

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: MELISSA JACOBSEN, MMC, CITY CLERK
DATE: OCTOBER 9, 2020
SUBJECT: LOBBYIST RFP REVIEW COMMITTEE RECOMMENDATION

The Request for Proposals (RFP) for lobbyist services for the City was advertised in the Homer News on July 23rd and 30th, and the Anchorage Daily News August 2nd. The RFP was also posted on the City website and submitted to the Alaska Municipal League for posting. The RFP closed on September 4th at 4:30 p.m. and one proposal was received.

The Lobbyist RFP Review Committee was comprised of Councilmembers Aderhold and Smith, and Port Director/Harbormaster Hawkins. The committee met on Friday, October 2nd to review the proposal and recommend re-issuing the RFP with a two week response timeline in an effort to receive additional responses.

In reviewing advertising requirements and deadlines, the RFP can be advertised October 22nd and 29th and have a closing date as early November 6th or November 13th, which ever Council prefers.

Recommendation: Move to approve reissuing the Lobbyist RFP and identify the preferred closing date.

From: [Shelly Erickson](#)
To: [Department Clerk](#)
Subject: Please forward to council. Thank you
Date: Sunday, October 11, 2020 12:27:18 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Thank you for addressing the Baycrest/MtAugustine culvert and water issue with Resolution 20-098.
It is a first step in solving a long standing complicated problem.
Shelly Erickson

Sent from my iPad

**CITY OF HOMER
HOMER, ALASKA**

Venuti/Hansen-Cavasos

ORDINANCE 20-76

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA, AUTHORIZING THE CITY MANAGER TO PURCHASE KENAI PENINSULA BOROUGH PARCEL NO. 17714011, T 6S R 13W SEC 20 SEWARD MERIDIAN HM PTN GL 2 BEGIN S 1/16 CORNER SECS 19 & 20 & NW CORNER OF GL 2 TH S 89 DEG 57'30" E 1094.3 FT TO PT TH S 38 DEG 0' W 310 FT TO POB TH 90 DEG W 75 FT TO CORNER 2 TH S 38 DEG W 75 FT TO CORNER 3 TH 90 DEG E 75 FT TO CORNER 4 TH N 38 DEG E 75 FT TO POB IN THE AMOUNT OF \$35,000 AND AUTHORIZING SUCH EXPENDITURE FROM THE LAND RESERVES FUND AND DESIGNATING ITS USE AS PART OF BISHOPS BEACH PARK.

WHEREAS, Kenai Peninsula Borough Parcel No. 17714011, T 6S R 13W SEC 20 Seward Meridian HM PTN GL 2 BEGIN S 1/16 CORNER SECS 19 & 20 & NW CORNER OF GL 2 TH S 89 DEG 57'30" E 1094.3 FT TO PT TH S 38 DEG 0' W 310 FT TO POB TH 90 DEG W 75 FT TO CORNER 2 TH S 38 DEG W 75 FT TO CORNER 3 TH 90 DEG E 75 FT TO CORNER 4 TH N 38 DEG E 75 FT TO POB is small parcel of land adjacent to Bishop's Beach Park and the Beluga Slough Trail is for sale; and

WHEREAS, Private development of this land could degrade the public enjoyment of public lands owned by the City of Homer and the U.S. Fish and Wildlife Service in the Beluga Slough Area and along the trail; and

WHEREAS, City purchase of this inholding will result in continuous public land ownership and management of this highly used recreational and wildlife viewing area; and

WHEREAS, The Parks, Art, Recreation And Culture Advisory Commission recommended the City purchase the property with Land Reserves funds at their August 20, 2020 regular meeting ; and

WHEREAS, The Land Reserves Fund contains approximately \$200,000.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The FY 2020 Capital Budget is hereby amended by appropriating \$35,000 from Land Reserves for the purchase of Kenai Peninsula Borough Parcel No. 17714011.

44 Expenditure:

45 <u>Account No.</u>	<u>Description</u>	<u>Amount</u>
46 150-0392	Bishops Beach Land Purchase	\$35,000

47

48 Section 2. This ordinance is a budget amendment only, is not of a permanent nature
49 and is a non code ordinance.

50
51 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this _____ day of _____,
52 2020.

53
54
55 CITY OF HOMER

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57 _____
58 KEN CASTNER, MAYOR
59

60
61 ATTEST:

62
63 _____
64 MELISSA JACOBSEN, MMC, CITY CLERK
65

66
67 YES:

68 NO:

69 ABSTAIN:

70 ABSENT:

71
72 First Reading:

73 Public Hearing:

74 Second Reading:

75 Effective Date:

76
77 Reviewed and Approved as to form and content:

78
79
80 _____
81 Rob Dumouchel, City Manager

80 _____
81 Micheal Gatti, City Attorney

82
83 Date: _____

82
83 Date: _____

**CITY OF HOMER
HOMER, ALASKA**

Venuti/Hansen-Cavasos

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80 _____
81 Rob Dumouchel, City Manager

Micheal Gatti, City Attorney

82
83 Date: _____

Date: _____

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Manager

4 **RESOLUTION 20-104**

5
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
7 ADOPTING THE CARES ACT PROJECT CLOSE OUT PLAN.
8

9 WHEREAS, Only expenses that were not accounted for in the City’s budget and resulting
10 from the City’s response to COVID-19 during the period of March 1, 2020 through December 30,
11 2020 are reimbursed with Coronavirus Relief Funds; and
12

13 WHEREAS, In response to COVID-19, the City of Homer has allocated Coronavirus Relief
14 Funds received from a grant agreement with the State of Alaska to reimburse for expenses
15 incurred by the City responding directly to the emergency such as expenses resulting from
16 addressing public health needs; and
17

18 WHEREAS, The City of Homer has also incurred expenses in order to respond to second-
19 order effects of the COVID-19 emergency, such as providing economic support to those
20 suffering from employment or business interruptions due to COVID-19-related business
21 closures; and
22

23 WHEREAS, These second-order effects specifically include the City of Homer’s
24 economic relief grant programs and direct grant assistance to organizations; and
25

26 WHEREAS, The economic relief grant programs are providing economic support to
27 small businesses, nonprofits, childcare providers, social service organizations, and
28 households, demonstrating the City of Homer has incurred expenses as a result of COVID-19 in
29 order to stabilize these necessary, critical components that comprise the Homer community;
30 and
31

32 WHEREAS, To maximize the community impact of Coronavirus Relief Funds within the
33 remaining eligibility period for reimbursing the City for necessary, unbudgeted costs incurred
34 as a result of the COVID-19 emergency, the City of Homer has developed a Cares Act Project
35 Close Out Plan that has prioritized eligible uses of the remaining balance of City of Homer
36 Coronavirus Relief Funds; and
37

38 WHEREAS, The Cares Act Project Close Out Plan directs staff to incur expenses
39 associated with programs and projects as directed by Council and that once each program or
40 project is complete, the unexpended balance will be made available for the next prioritized
41 use; and

42 WHEREAS, Once the eligible period to use Coronavirus Relief Funds ends after
43 December 30, 2020, staff will present Council with an ordinance detailing all expenses to be
44 applied to the remaining balance of the Coronavirus Relief Funds maintained by the City in the
45 COVID-19 Response Fund; and

46
47 WHEREAS, Any unexpended Coronavirus Relief Funds must be returned to the State of
48 Alaska by March 30, 2021.

49
50 NOW, THEREFORE BE IT RESOLVED that the City of Homer adopts the Cares Act Project
51 Close Out Plan.

52
53 BE IT FURTHER RESOLVED that the CARES Act Project Close Out Plan provides staff
54 direction on incurring expenses associated with community and city needs related to the
55 COVID-19 pandemic response.

56
57 BE IT FURTHER RESOLVED that amendments to how programs or projects are
58 prioritized, including the addition of new programs or projects, will be made by resolution.

59
60 BE IT FURTHER RESOLVED that all necessary, unbudgeted, eligible expenses incurred
61 by the City of Homer as a result of the COVID-19 pandemic will be reimbursed with remaining
62 Coronavirus Relief Funds.

63
64 BE IT FURTHER RESOLVED that staff will provide Council with regular reports detailing
65 costs incurred through the CARES Act Project Close Out Plan so that City Council can adjust the
66 Plan as needed to respond to COVID-19.

67
68 BE IT FURTHER RESOLVED that staff will present Council with an ordinance detailing all
69 expenses to be applied to the remaining balance of the Coronavirus Relief Funds maintained
70 by the City in the COVID-19 Response Fund.

71
72 PASSED AND ADOPTED by the Homer City Council this 12th day of October, 2020.

73
74 CITY OF HOMER
75
76 _____
77 KEN CASTNER, MAYOR

78 ATTEST:
79
80 _____
81 MELISSA JACOBSEN, MMC, CITY CLERK

82
83 Fiscal Note: N/A