



City of Homer

www.cityofhomer-ak.gov

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: NOVEMBER 23, 2020
SUBJECT: SUPPLEMENTAL PACKET

MAYORAL RECOGNITIONS/PROCLAMATIONS

Alaska Association of Municipal Clerks Clerk of the Year - Melissa Jacobsen, MMC

Written public comment Page 3

ANNOUNCEMENTS/PRESENTATIONS/REPORTS

Economic Relief Grant Programs Written Reports Page 4

PENDING BUSINESS

Resolution 20-077, A Resolution of the City Council of Homer, Alaska Adopting a Reserve Fund Policy for the Collection and Use of Water and Sewer Depreciation Reserve Funds. Lord/Aderhold.

Resolution 20-077(S), A Resolution of the City Council of Homer, Alaska Adopting a ~~Reserve Fund~~ Policy for the Collection and Use of ~~the~~ Water and Sewer Depreciation Reserve Funds **Capital Asset Repair and Maintenance Allowance (CARMA) Funds.** Lord/Aderhold. Page 10

Updated Draft Policy Page 12

Resolution 20-078, A Resolution of the City Council of Homer, Alaska Amending the Homer Accelerated Water and Sewer Program (HAWSP) Policy Manual to Modernize the Language and Clarify Qualifying Criteria for using HAWSP Funds. Lord/Aderhold.

Resolution 20-078(S) with the same title and Updated Draft Policy Pages 15 and 17

Resolution 20-117, A Resolution of the City Council of Homer, Alaska Approving a Lease Assignment Originally held by Harbor Leasing, LLC and Assumed by Alaska Growth Capital BIDCO, Inc. to Salmon Sisters Holdings LLC and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents for a new Twenty Year Lease with Options for Two Consecutive Five Year Renewals for a Portion of Lot 12C, Port Industrial Subdivision No. 4, Plat 99-43, at an Annual Rate of \$29,785.32. City Manager.

Resolution 20-117(S), A Resolution of the City Council of Homer, Alaska Approving a **Notice to Award for the** Lease Assignment Originally held by Harbor Leasing, LLC and Assumed by Alaska Growth Capital BIDCO, Inc. to Salmon Sisters Holdings LLC and Authorizing the City Manager to Negotiate **a Final Lease for Council Approval** and Execute the Appropriate Documents for a new Twenty Year Lease with Options for Two Consecutive Five Year Renewals for a Portion of Lot 12C, Port Industrial Subdivision No. 4, Plat 99-43, at an Annual Rate of \$29,785.32. City Manager. City Manager.

Written Public Comments and copy of Salmon Sisters Presentation to Port & Harbor Advisory Commission

Pages 20 and 21

From: [GCI](#)
To: [Melissa Jacobsen](#)
Subject: Message for Mayor and City Council
Date: Sunday, November 22, 2020 1:42:01 PM

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

Honorable Mayor and Councilmembers.

Thank you for honoring our city clerk Melissa Jacobsen tonight. "City Clerk of the Year" is a prestigious and appropriate honor to bestow on a person who demonstrates exceptional service and skills assigned to the title.

The Municipal Clerks Association is comprised of the finest public service people who are dedicated to fulfilling the many statutory duties identified in state and local statutes without bias and in a timely and gracious fashion. So this group of peers found our Melissa to be beyond worthy of the title "City Clerk of the Year".

Jo Johnson ,our former clerk, also received this same award in 2014 . Now think about this fact. Our little city has the honor of claiming TWO outstanding clerks for their work and contribution to the profession and to their community.

Melissa went one step further. She just completed a year as the President of the Association and never missed a beat carrying out her agenda "Nothing Gets Done Without The Clerk".

Congratulations Melissa

Barbara Howard



City of Homer

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CARES Act Economic Relief Grant Programs Update

November 23, 2020

Nonprofit Economic Relief Grant Program - Round 2 (NERG2)

Round 2 of the NERG program ran from Monday, October 26 – November 8, 2020.

At the conclusion of the program **27** applications were received (**5** paper/**21** online):

- 24 approved applications (**\$312,524.37 approved**)
- 3 denied applications (**\$54,728.00 denied**)
 - Applicants were denied because they either didn't serve residents of Homer or had received more funding in 2020 than in either 2018 or 2019.

Total requested: \$367,252.37 (out of \$516,927.50 available)

Fishermen Economic Relief Grant Program (FERG)

The FERG program launched Monday, November 9. It will continue to run through Sunday, November 29th *unless* the \$1.3 million allocated for the program is spent before the program deadline*.

As of Monday, November 23: **212** applications have been received (**93** paper/**119** online):

- 51 approved, but not yet funded (**\$300,310.61** approved)
- 24 pending (**\$86,000** pending)
- 22 denied: (**\$97,600** denied)
 - Applicants were denied because they did not meet residency requirements, or they did not moor in the Homer Harbor at any point during the year.
- 115 still awaiting review (**\$619,424.66**)

Total requested: \$1,103,335.27 (out of \$1,300,000.00 available)

**If FERG funds run out before the scheduled end of the application period, grants will be awarded in the order that they were received.*



City of Homer

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Administration

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Memorandum

TO: Mayor and City Council
FROM: Jenny Carroll, Special Projects and Communications Coordinator
DATE: June 3, 2020
SUBJECT: MARRG Program Update

MARRG program opened on November 1 and closes November 29. Total allocation to the program is \$763,200. Progress to date on contacting and funding applicants, according to Daniel Delfino is provided below.

Contractors for AHFC working on the MARRG program reached out the initial 55 applicants:

- 2 households have been paid already, \$5,760
- 8 households have payments pending and / or approved packets for payment
- 8 households are in process
- 37 more households have been contacted
- 83 additional households are in the queue to be called

Total application pool = 138 (as of the morning of 11/23/2020).

Application Processing Notes from AHFC:

- 1) Processing team is now up to 18 people for all communities and work has been re-assigned to boost the progress on the specific communities;
- 2) COVID Outbreak within processing team building cleared the building and resulted in 48 hours of lost progress last week
- 3) Each processor is able to outbound call approximately 30 times per day while also fielding inbound calls
- 4) Conversion rate is holding at 30%-40%, meaning out of every 10 applications received 30%-40% are ineligible, withdraw or cannot be contacted
- 5) Processing teams send AHFC lists of difficult to reach applicants. AHFC sends text messages and emails to those applicants with the goal of increasing responsiveness. Based on the first phase of housing relief, approximately 10% of difficult to get a hold of applicants come back into the system as a result of these efforts.

Staff recommendation: Given the processing slow down due to COVID-19 and the attempts to reach difficult to reach applicants, staff recommends extending deadline to apply to December 11 and amending the grant agreement with AHFC accordingly.



Thank You!



Charlie

John
Leslie

Justin

Charlene

Melanie

Chip

Tracey

Chip

Thank you so much
for the Small
Business Economic
Relief Grant!

We truly appreciate it ☺

Homer Hockey Association
Board of Directors

STATE CARES ACT FUNDS

1st Disbursement Appropriations
2&3 Disbursement Appropriations

\$3,867,758.79

\$ 4,031,326.50
\$7,899,085.29

11/23/2020

	Relevant Legislation	Appropriated Amnts	Estimated Actual	Unappropriated from ERGS/Materials
Small Business (SBERG) Relief Grant - closed 9/25	Ord 20-25(S)	\$ (3,000,000.00)	\$ (1,068,000.00)	\$ 1,932,000.00
Personnel costs for ERG programs	Ord 20-25(S) and Ord 20-41	\$ (90,000.00)	\$ (36,610.00)	
City material/service expenses	Ord 20-22 and Ord 20-16	\$ (130,000.00)	\$ (130,000.00)	\$ -
City COVID-19 personnel expenses	Ord 20-25(S)	\$ (445,000.00)	\$ (445,000.00)	\$ -
City material/service expenses	Ord 20-45(S)	\$ (222,537.00)	\$ (222,537.00)	\$ 17,462.00
City COVID-19 personnel expenses	Ord 20-45(S)	\$ (108,312.00)	\$ (108,312.00)	\$ -
Household ERG - closed 10/16	Ord 20-45(S)	\$ (1,500,000.00)	\$ (336,778.92)	\$ 1,163,221.08
Nonprofit ERG - closed 9/8	Ord 20-45(S)	\$ (750,000.00)	\$ (322,972.50)	\$ 427,027.50
Social Services ERG - closed 9/8	Ord 20-45(S)	\$ (200,000.00)	\$ (148,034.00)	\$ 51,966.00
Childcare Business ERG - closed 9/8	Ord 20-45(S)	\$ (150,000.00)	\$ (75,000.00)	\$ 75,000.00
South Pen Hosp direct grant	Ord 20-45(S)	\$ (200,000.00)	\$ (200,000.00)	\$ -
AK Municipal League direct grant	Ord 20-45(S)	\$ (20,680.00)	\$ (20,680.00)	\$ -
City Handwash Stations & Porta Potties	Ord 20-48(S)	\$ (29,100.00)	\$ (29,100.00)	\$ -
Chamber of Commerce direct grant	Ord 20-50(S)(A)	\$ (60,000.00)	\$ (60,000.00)	\$ -
City material/service expenses	Ord 20-63(A)	\$ (620,000.00)	\$ (620,000.00)	\$ 54,009.94
City COVID-19 personnel expenses	Ord 20-65	\$ (271,281.00)	\$ (271,281.00)	\$ -
FERG - closes 11/29	Ord 20-79	\$ (1,300,000.00)	\$ (1,300,000.00)	
Homer Foundation Community Chest	Ord 20-80	\$ (34,789.24)	\$ (34,789.24)	\$ -
Mortgage & Rental Assistance w/AHFC - closes 11/29	Ord 20-81(A)	\$ (763,200.00)	\$ (763,200.00)	
Nonprofit ERG Round 2 - closed 11/8	Reso 20-101	\$ (516,972.50)	\$ (312,524.37)	\$ 204,448.13 *excluding pending
KPC Direct Grant	Reso 20-104	\$ (43,600.00)	\$ (43,600.00)	\$ - KSC & KBEA requests
Fireweed Academy Direct Grant	Reso 20-104	\$ (5,000.00)	\$ (5,000.00)	\$ -
City Emergency Comms & Emergency Transport Equip	Reso 20-104	\$ (321,975.88)	\$ (321,975.88)	
Pratt Museum Direct Grant	Reso 20-115	\$ (56,500.00)	\$ (56,500.00)	
TOTAL			\$ (6,931,894.91)	

Total Sate CARES Act Funds \$ **7,899,085.29**

Estimated Actual Spend \$ (6,931,894.91)

Subtotal Funds Available \$ **967,190.38**

Unappropriated from City Materials & Services \$ 71,471.94

TOTAL CURRENTLY AVAILABLE Total \$ **1,038,662.32**

*SBERG2 estimated requests above Borough allocation \$ 1,773,340.15

CARES Act Close Out Plan unfunded SBERG2 requests \$ (734,677.83)

KPB CARES Act Funds

KPB Disbursement \$ 2,251,059.85

Homer Senior Center direct grant Ord 20-67 \$ (225,000.00) \$ (225,000.00) \$0.00

The Center (SPBHS) direct grant Ord 20-75 \$ (230,000.00) \$ (230,000.00) \$0.00

SBERG2* Ord 20-87(A) \$ (1,776,059.85) \$ (1,776,059.85) \$0.00

SBERG Admin Fee Ord 20-66 \$ (20,000.00) \$ (20,000.00) \$0.00

TOTAL KPB FUNDS APPROPRIATIONS APPROVED/PENDING \$ (2,251,059.85) \$ (2,251,059.85) \$0.00

Program/Project Name	End Date	Budgeted Amount (up to)	Total Expended (to date)	Unexpended
Household Economic Relief Grants	10/16/2020	\$1,500,000.00	\$ 336,778.92	\$1,163,221.08
Nonprofit Economic Relief Grant Round 2	11/8/2020	\$ 516,927.50	\$ 312,524.37	\$ 204,403.13
Pratt Museum Direct Grant		\$ 56,500.00	\$ 56,500.00	-\$56,500.00
				\$ 147,903.13
Kach Bay Equestrian Assoc Direct Grant		\$ 6,000.00		
Kachemak Ski Club Direct Grant		\$ 44,250.00		
AHFC Mortgage & Rent Relief Program	11/29/2020	\$ 763,200.00		
Fisherman's Economic Relief Grants	11/29/2020	\$ 1,300,000.00		

City of Homer CARES Act Project Close Out Plan

Approved by Council Resolution 20-104 on October 26, 2020

Adopted amendment via Council Resolution 20-115 on November 9, 2020

Proposed amendments via Council Resolutions 20-123 and 20-124 on November 23, 2020

The following list prioritizes how the City of Homer will incur expenses associated with second-order effects of the COVID-19 health emergency and direct emergency response. All expenses will be incurred between March 1, 2020 - December 30, 2020. After December 30, 2020 but before March 30, 2021, Administration will bring forward an ordinance to Homer City Council that reimburses qualifying expenses with Coronavirus Relief Funds received through the State of Alaska's Coronavirus Relief Fund Grant Agreement.

	Budgeted Amount	Total Expended	Unexpended
Kenai Peninsula College			
1. Equipment for remote/online teaching	\$ 19,600.00		
2. Homer Resident Student Scholarship	\$ 24,000.00		
Fireweed Academy - KPBSD			
3. Air exchange system	\$ 5,000.00	\$ 5,000.00	\$ -
Emergency Communications Equipment			
4. Port & Harbor repeater, base station, 15 portable radios	\$ 150,000.00		
5. 6 mobile radios	\$ 33,000.00		
HVFD COVID-19 Mitigation during Emergency Transport			
6. 1 Lucas CPR machine	\$ 15,245.19		
7. 1 Power Load patient lift system & gurney	\$ 35,490.63		
8. 3 Zoll Cardiac/Respiratory monitors	\$ 88,240.06		
9. Unfunded Small Business Relief Grant applicants			
10. Unfunded Nonprofit Economic Relief Grant applicants	\$ -		
11. Unfunded Mortgage & Rent Relief Grant applicants			
12. Unfunded Fisherman's Economic Relief Grant applicants			
Public Safety Payroll			
13. COVID-19 Compliance Custodian positions			
14. HPD			
15. HVFD			

ver 11/22/2020

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**CITY OF HOMER
HOMER, ALASKA**

Lord/Aderhold

RESOLUTION 20-077(S)

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
ADOPTING A POLICY FOR THE COLLECTION AND USE OF THE
WATER AND SEWER ~~DEPRECIATION RESERVE FUNDS~~ **CAPITAL
ASSET REPAIR AND MAINTENANCE ALLOWANCE (CARMA)
FUNDS.**

WHEREAS, Homer City Council instituted a two-year budget in December 2019
(Ordinance 19-51(A)); and

WHEREAS, As part of that budgeting process, Homer City Council discussed and
initiated the process of establishing reserve fund policies; and

WHEREAS, Water and Sewer ~~Depreciation Reserve~~ **Capital Asset Repair and
Maintenance Allowance (CARMA)** funds are collected by Homer water and sewer rate payers;
and

WHEREAS, Per Homer City Code 9.16.010(b), the City of Homer collects a three-quarters
percent tax to fund the Homer Accelerated Water and Sewer Program (HAWSP); and

WHEREAS, Concurrently with developing a policy for Water and Sewer ~~Depreciation
Reserve~~ **CARMA** funds, Homer City Council is revising the HAWSP policy manual to modernize
the language and clarify qualifying criteria for using HAWSP funds; and

WHEREAS, The City of Homer Public Works Department has developed and will
continue to maintain Capital Improvement Plans for water and sewer infrastructure; and

WHEREAS, Having clear policies regarding the use of Water and Sewer ~~Depreciation
Reserve~~ **CARMA** funds and HAWSP funds supports the development and implementation of the
Capital Improvement Plans.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska adopts a
policy for the collection and use of Water and Sewer **CARMA** Reserve Funds.

PASSED AND ADOPTED by the Homer City Council on this 23rd day of November, 2020.

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CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Note: N/A

POLICY MANUAL FOR THE WATER AND SEWER CAPITAL ASSET AND MAINTENANCE ALLOWANCE "CARMA" FUNDS

Table of Contents

- I. Purpose
- II. Definitions
- III. Qualifying Project Criteria
- IV. Financing
- V. Maximum Spending Limit and Spending Plan

I. PURPOSE

The City Council established Capital Asset and Maintenance Allowance Funds for multiple City programs and departments, including the Water and Sewer utilities. The intent of the City of Homer Water and Sewer Capital Asset and Maintenance Allowance Funds ("CARMA Funds") is to fund improvements, repairs, and replacements to the City's existing water system and sewer systems; that is, to benefit existing customers by keeping the utility systems in a state of good repair.

In addition to the Water and Sewer CARMA Funds, the City has a Homer Accelerated Water and Sewer Program (HAWSP). HAWSP is intended to fund projects, which extend systems or otherwise expand capacity to serve new customers as well as support public health in other ways. (See HAWSP Policy Manual for more information on the HAWSP.)

II. DEFINITIONS

- a. **Capital Improvement Plan (CIP)** – A multi-year document that lays out priorities for capital projects, including descriptions of each project, rationale for why each project is needed, schedule and progress to date, and estimated total cost.
- b. **HAWSP** – Homer Accelerated Water and Sewer Program, a fund established by the voters of the City of Homer and funded by a voter-approved dedicated sales tax, intended to improve the health and welfare of the Citizens of Homer by connecting residences to City water and/or sewer, thereby increasing the number of users on the system, increasing property values, and improving the quality of life; the funds may also be used on other water and sewer infrastructure that expand the systems or protect the public health.

- c. **Unencumbered Fund Balance** – The balance within the Water and Sewer CARMA Funds that are not allocated to a project.
- d. **HART** – Homer Accelerated Roads and Trails program, a fund established by the voters of the City of Homer and funded by a voter-approved dedicated sales tax, intended to improve roads, sidewalks, and trails within the City of Homer, thereby improving property values and quality of life.
- e. **Water and Sewer System Improvements** – Any work, such as planning, design or construction, etc., which improves the City’s water and sewer infrastructure, including, but not limited to, the extension, expansion, repair or rehabilitation of
 - 1. The City’s water supply, raw water transmission lines, water treatment facilities, water storage facilities, water distribution lines, fire-fighting devices, and related or similar appurtenances.
 - 2. The City’s sewer collection lines, sewer lift stations, RV Dump Stations, waste water treatment facilities, discharge outfall and related or similar appurtenances.
 - 3. Other facilities related to providing public access to clean water and the sanitary disposal of human wastes to protect public health.
- f. **Major Capital Project** – A project that exceeds \$1.1 million in value, which cannot be executed in an incremental fashion.

III. QUALIFYING PROJECT CRITERIA

- a. All projects will be authorized only after a public hearing pursuant to HCC Title 17.
- b. All projects using funds from the Water/Sewer CARMA Funds must meet at least three of the following criteria:
 - 1. Is located within the City limits.
 - 2. Addresses public health, safety or regulatory changes.
 - 3. Improve, repairs, replace, rehabilitate or otherwise correct deficiencies in existing water or sewer facilities
 - 4. Is listed a planning document adopted by the City Council, such as the citywide CIP, Water or Sewer CIPs, or Water/Sewer Master Plan.
 - 5. Reduces maintenance costs.
 - 6. Other factors deemed appropriate by the City Council.

IV. FINANCING

- a. Projects may be funded through the CARMA Funds, bonds, grants, or a combination of these or other funding mechanism that may be identified by the City.

- b. All projects funded by the CARMA Funds must comply with the provisions of HCC Titles 14 and 17.
- c. The Council shall review the CARMA Funds during the budget process.
- d. City Council shall assess the health of the CARMA Funds prior to approving a new project.
- e. Interest, if any, generated from a CARMA Fund will remain that Fund.
- f. The City shall not charge the CARMA Funds for General Fund Overhead.
- g. CARMA and HAWSP funds may be used to jointly fund a project. CARMA funds should be used for portions of the project that improve, repair, or replace existing water or sewer infrastructure while HAWSP funds should be used for portions of the project that expand capacity or result in new water or sewer infrastructure.

V. MAXIMUM SPENDING LIMITS AND SPENDING PLAN

- a. The Finance Department shall, on an annual basis, submit for City Council review, financial statements showing the status of the Water and Sewer CARMA Funds.
- b. The Public Works Department shall, on an annual basis, submit for City Council review, separate Capital Improvement Plans for the Water Utility and Sewer Utility, which shall identify Major Capital Projects required to (i) keep the utilities in a state of good repair or (ii) expand capacity. These Plans shall include cost projections and rank the projects in order with need.
- c. The City Council will, upon review of the documents described above, establish, by ordinance a Maximum Spending Limit and a Spending Plan for the Water and Sewer CARMA Funds for the subject year. Once adopted the Maximum Spending Limits and Spending Plans may only be changed by the City Council

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**CITY OF HOMER
HOMER, ALASKA**

Lord/Aderhold

RESOLUTION 20-078(S)

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING THE HOMER ACCELERATED WATER AND SEWER PROGRAM (HAWSP) POLICY MANUAL TO MODERNIZE THE LANGUAGE AND CLARIFY QUALIFYING CRITERIA FOR USING HAWSP FUNDS.

WHEREAS, The Homer Accelerated Water and Sewer Program (HAWSP) was authorized June 28, 1999 by Resolution 99-53 and most recently updated May 9, 2016 by Resolution 16-041(S-2)(A); and

WHEREAS, Per Homer City Code 9.16.010, HAWSP is funded by a "... consumer's sales tax in the amount of three-quarters percent is hereby levied by the City of Homer on all sales, rents and services within the City except as the same may be otherwise exempted by law, for the purpose of funding debt retirement of the sewer treatment plant improvements, and to the extent revenues from such tax exceed such debt retirement obligations, for the purpose of funding water and sewer systems"; and

WHEREAS, The current revision of the HAWSP manual is unclear, not user friendly, and leads to confusion regarding the use of HAWSP funds for new water and sewer infrastructure versus maintenance, repairs, and upgrades to existing water and sewer infrastructure; and

WHEREAS, Homer City Council is in process of establishing policies for reserve funds, including the Water and Sewer ~~Depreciation—Reserves~~ **Capital Asset Repair and Maintenance Allowance (CARMA) funds**, and clarifying how and when HAWSP funds and Water and Sewer ~~Depreciation—Reserve~~ **CARMA** funds should be used for water and sewer infrastructure; and

WHEREAS, In revising the HAWSP manual, Homer City Council reviewed the history of legislation associated with the program.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska amends the HAWSP Policy Manual.

PASSED AND ADOPTED by the Homer City Council on this 23rd day of November, 2020.

CITY OF HOMER

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ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Note: N/A

KEN CASTNER, MAYOR

H.A.W.S.P. POLICY MANUAL

(Homer Accelerated Water and Sewer Program)

Table of Contents

- I. Purpose
- II. Definitions
- III. Qualifying Project Criteria
- IV. Financing and Assessments
- V. Maximum Spending Limit
- VI. History

I. PURPOSE

City of Homer voters established the HAWSP to improve the health and welfare of the citizens of Homer by funding capital improvements to the City's water and sewer system. A key strategy for accomplishing this was to extend water and sewer mains to unserved properties, bringing the following benefits: increasing the number of users on the system, increasing property values, protecting public health and improving quality of life. The HAWSP is funded by a voter-approved dedicated sales tax, and assessments levied on benefited properties. (See HCC 9.16.010(b).)

The intention of the HAWSP is to:

- Provide for water/sewer improvements without placing a heavy financial burden on individual property owners. (Resolution 99-53.)
- Increase the number of users to the system(s), thereby increasing revenues to the Water and Sewer Enterprise Funds. (Resolution 99-53.)
- Promote construction of additional improvements to the City water and sewer system. (See Ordinance 99-14(S)(A).)
- Protect public health. (2016 HAWSP Policy Manual.)

II. DEFINITIONS

- a. **Unencumbered Fund Balance** – The balance within the HAWSP fund that is not allocated to pay the City portion of a project or otherwise allocated.
- b. **HART** – Homer Accelerated Roads and Trails program
- c. **Water and Sewer System Improvements** – Any work, such as planning, design or construction, etc., which improves the City's water and sewer infrastructure, including, but not limited to, the extension, expansion, repair or rehabilitation of
 - i. The City's water supply, raw water transmission lines, water treatment facilities, water storage facilities, water distribution lines, fire-fighting devices, and related or similar appurtenances.

- ii. The City's sewer collection lines, sewer lift stations, RV Dump Stations, waste water treatment facilities, discharge outfall and related or similar appurtenances.
 - iii. Other facilities, which provide public access to clean water and the sanitary disposal of human wastes to protect public health.
- d. **Major Capital Project** – A project that exceeds \$1.1 million in value, which cannot be executed in an incremental fashion.

III. QUALIFYING PROJECT CRITERIA

- a. All projects will be authorized only after a public hearing pursuant to HCC Title 17.
- b. All projects using HAWSP funds must meet at least three of the following criteria:
 - 1. Is located within the City limits.
 - 2. Will be part of an authorized Special Assessment District.
 - 3. Addresses public health, safety or regulatory changes.
 - 4. Expands capacity to serve new customers.
 - 5. Is listed in a planning document adopted by the City Council.
 - 6. Reimburses a private developer for the costs of providing excess capacity at the City's request, pursuant to HCC Title 17.
 - 7. Other factors deemed appropriate by the City Council.
- c. All projects and connections to the water/sewer system must be conform to City standards.
- d. HAWSP funds may be used to pay off HAWSP-project debt, subject to Council approval.
- e. Whenever and wherever practical, road improvements shall be done in conjunction with water and/or sewer projects but not before. (See HART Policy Manual.)

IV. FINANCING AND ASSESSMENTS

- a. All projects funded by HAWSP must comply with the provisions of HCC Titles 14 and 17.
- b. City Council shall assess the health of the HAWSP Fund prior to approving a new project.
- c. Interest, if any, generated from the program will remain with program funds.
- d. The City shall not charge the HAWSP Fund for General Fund Overhead.
- e. In the event the City waives utility assessments, such as to facilitate acquisition of real property interests for conservation purposes, the HAWSP Fund must be reimbursed for the value of any assessments so waived. (See Resolution 05-50.)

- f. The Council shall review the HAWSP Fund annually during the budget process. All efforts shall be made to ensure the assessment payments levied on benefited properties cover the annual debt service of the Fund.
- g. When financing a HAWSP project, the City shall provide cash for its required percentage, unless otherwise authorized by the Council.

V. MAXIMUM SPENDING LIMIT

- a. The Finance Department shall, on an annual basis, submit for City Council review, financial statements showing the status of the HAWSP Fund.
- b. The Public Works Department shall, on an annual basis, submit for City Council review, separate Capital Improvement Plans for the Water Utility and Sewer Utility, which shall identify Major Capital Projects required to (i) keep the utilities in a state of good repair or (ii) expand capacity. These Plans shall include cost projections and rank the projects in order with need.
- c. The City Council will, upon review of the documents described above, establish, by ordinance (1) a Maximum Spending Limit for the HAWSP Fund for the subject year and (2) a Spending Plan for the HAWSP Fund. Once adopted the Maximum Spending Limit and HAWSP Spending Plan may only be changed by the City Council.

VI. HISTORY

A summary of legislative history of the HAWSP is attached.

From: [Mary Griswold](#)
To: [Melissa Jacobsen](#)
Subject: Fw: Resolution 20-117(S) lease assignment
Date: Friday, November 20, 2020 2:10:18 PM

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

(please include in the supplemental packet for Monday's city council meeting)

From: [Mary Griswold](#)
Sent: Friday, November 20, 2020 2:07 PM
To: carolinevenuti@ci.homer.ak.us ; donnaaderhold@ci.homer.ak.us ; heathsmith@ci.homer.ak.us ; JoeyEvensen@ci.homer.ak.us ; mayor@ci.homer.ak.us ; rachellord@ci.homer.ak.us ; StormHansen-Cavasos@ci.homer.ak.us ; [Robert Dumouchel](#)
Subject: Resolution 20-117(S) lease assignment

I oppose Resolution 20-117 S providing a lease rate reduction based on a public purpose justification. I do not pretend to understand everything in Chapter 18.08 City Property Leases, but it is a very well-written and clear section of code. Lease rates are subject to an appraisal schedule to avoid the fair market value being established by a willing seller and a willing buyer method. Leases must be at least fair market value unless a reduction can be justified by a valuable public purpose, which is something that benefits the general public rather than private entities. Bringing this property out of default and making it profitable is not a public purpose. Bringing a new locally-owned business to the Spit is not a public purpose. These actions are of benefit the private enterprises involved. If such justifications were upheld in this instance, every leaseholder of city lands should apply for a rent reduction to make their businesses more profitable.

If this is proposed as a new lease award, the opportunity to lease should be made generally available through the RFP process.

Please follow the Code regarding this lease assignment and approve the original Resolution 20-117 at \$29,785.32 if the interested parties are still interested.

A person wearing a red hat and winter jacket stands in the back of a truck, holding two large fish. The truck is parked in a snowy area with other trailers and a crane visible in the background. The scene is filled with falling snow.

Salmon Sisters Holdings LLC

Supports a working waterfront on the Homer Spit | 4501 Ice Dock Road



Emma

Buck

Claire



Opportunity: Value-added Wild Alaska Seafood



EXPLODING DEMAND FOR DIRECT TO CONSUMER SEAFOOD

Salmon Sisters is focusing growth on seafood offerings through e-commerce.





Use of Facility

1. Upstairs office space
 2. Downstairs retail counter, commercial kitchen, warehouse e-commerce fulfillment space
 3. Seafood processing/warehouse
 4. Outside space
-

④ outside spaces:
- storage, logistics, parking,
maintenance,
refrigeration

① upstairs commercial office rental

building name
"The Cabinery" etc.



③ processing / warehouse
for commercial + sport
seafood products

② Salmon Sisters retail counter, Commercial Kitchen,
warehouse e-commerce fulfillment space

4501 ICE DOCK RD.



Harvest & Heritage

ADDING VALUE TO OUR COASTAL COMMUNITY & FISHERIES

A place to share story and values of Wild Alaska Seafood

A place to educate consumers & connect them to people/place behind their fish

A place that increases value of locally harvested Alaska Seafood

A place that supports & celebrates Alaska's maritime industries

A place that brings good media attention

A place that brings skilled labor & year-round jobs

A place for community innovation



We need your support for
the next generation of
commercial fishermen and
business owners
participating in Homer's
working waterfront.

Thank you



**Salmon
Sisters**