



City of Homer

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Office of the City Manager

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Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: August 18, 2021
SUBJECT: City Manager's Report for August 23, 2021 Council Meeting

FAA Outreach

In my July 26th report, I discussed outreach I had initiated with the Federal Aviation Administration (FAA) to address aircraft nuisance issues experienced by City residents. Since that time, Harbormaster Hawkins and his staff have continued to perform outreach with both the FAA and the Alaska Department of Transportation (AKDOT). We have learned that the FAA will be updating the Homer Airport Master Plan in 2022 and that they will only perform a noise impact study if requested. Attached to this report are a memo and a draft letter that I will be signing and sending to AKDOT which specifically requests an FAA Part 150 Noise Compatibility Study that included both the airport and the Beluga Lake Float Plane Facility.

Self-Check Out Machines at the Library



Update provided by Library Director Berry:
Over the past year, the Library has used CARES Act funds to upgrade remote services and streamline operations. Patrons have already seen outdoor wi-fi added in September 2020 and will shortly have the ability to submit print jobs over the internet from their personal phones and laptops. Another part of this project went live on August 3rd, when we switched on three new self-checkout machines! Checking out with the self-service stations is easy: all you need is your library card, PIN and the items to be checked out. If you've forgotten your PIN or need a new card, staff will be happy to help. And, of course, you can still

check out at the front desk as always.

COVID Testing at Library Parking Lot

The City, in partnership with South Peninsula Hospital and Public Health, hosted Capstone Clinic from August 15-August 20 to provide walk up, same day results COVID-19 testing in the library parking lot. The hospital initiated the testing contractor coming to Homer, as demand for testing has been high. At the time of this report, approximately 200 people per day were tested at the library, far exceeding expectations (and temporarily exceeding supplies!). As of Wednesday morning, the testing had identified over 60 positive cases,

which hopefully helps prevent about 70 additional cases in the community at a minimum (using the current Statewide Rt number of 1.164.) Services to library patrons were uninterrupted, beyond the additional cars parked on Hazel and in the library parking lot. The City appreciates our community partners and citizens for their patience and teamwork to provide additional testing during this time of high transmission.

COVID Mitigation

On August 12th I made a series of changes to the COVID mitigation measures implemented at City facilities. We are now requiring all visitors to wear a mask when visiting a City facility, regardless of vaccination status. The trends related to the highly transmissible delta variant and the impacts it's having on the State of Alaska's medical resources are a large driver in this decision to return to masking in all City facilities.

Special Projects Coordinator Jenny Carroll created a poster for staff that helps clarify what to do in different COVID-related situations. The poster (attached to this report) has been distributed to all City facilities. We are also including a version of this document in all paychecks this week to ensure all employees get the message.

Library Director Dave Berry and I worked together to update the COVID Risk Assessment Framework. Much has changed since it was originally written and introduced in October 2020. This updated version (attached to this report) will help guide the organization's ongoing review of the COVID context in Homer as it relates to City operations.

Finance Improvements Internal Stakeholder Group

On August 11th I convened an internal stakeholder group for a finance-related improvement scoping session. This was one of my major post-budget adoption priorities. This kick-off meeting included staff from Finance, Public Works, Harbor, and Administration. We zeroed in on some themes that had broad appeal to the group and are preparing a plan to begin developing updated policies for internal finance operations. I'll also be creating a broader finance stakeholder group with representation from all departments that will meet on a regular basis to discuss ongoing issues and develop training for Citywide consumption. I will provide updates as this project progresses.

Facebook and Email Newsletter

In December 2020 I initiated a conversation with staff regarding official social media accounts and general promotion of City activities. We came to a consensus that the existing social media policy was still relevant and effective for today's context, however, there were some opportunities identified which could improve our connection to the public. Included in that were a general City of Homer Facebook page (we currently have a small collection of department pages) and a City newsletter. Christine Draais, assistant to the City Manager, has been working to set up templates and develop content to get these new communication opportunities on track. The Facebook page is live at <https://www.facebook.com/cityofhomerak> and the goal is to launch the first edition of the newsletter on September 1st. Email Christine at cdraais@ci.homer.ak.us or visit: <https://www.cityofhomer-ak.gov/newsletter/subscriptions> to get signed up for the newsletter.

Personnel Updates

Port & Harbor: *Peter Alfiche will retire August 20th after 10 years with the City. Peter started as the Fish Dock Temp and was promoted to Operator in 2017. In addition to strong mechanical skills, Peter also has a background in carpentry and he would often think up useful things to build for the plant—such as stools and toolboxes. He also did a few larger projects, such as remodeling the bathroom lobby after a waterline broke in January 2020. Peter is well liked, respected, and his constant smile will be missed by everyone on the Dock. – Burt Gregory, Fish Dock Supervisor*

Dave Berry – Enterprise Cybersecurity Leadership Certification Finance

The City's digital infrastructure is vitally important to the success of our organization and it is important to me as City Manager that we continually invest in cybersecurity skillsets and solutions. Our Library Director and IT supervisor, Dave Berry, successfully completed the National Association of Counties' (NACo) Enterprise Cybersecurity Leadership Academy in July. The academy, led by industry experts, delivers a proven framework and insights on leading and securing a network and an organization.

Police Department: *Eve Dickmann resigned from the Police Department after a successful 10 year career as a 911 dispatcher. Eve was energetic, hard-working and knowledgeable. She's heading off to Glennallen Alaska for new adventures. Eve will be missed.* – Chief Robl



Public Works: With a series of planned retirements happening this year in the Public Works Department, there are some big departures and new opportunities. See below for updates from the Public Works Director:

John Wythe retired, effective July 30, 2021, after 30 years of dedicated service to the Public Works Department. John was the Lead Operator for the Department responsible for, in addition to operating heavy equipment, training, coaching, and scheduling the other operators. John's passions, which he'll

be pursuing in his retirement, are playing with his brand-new tractor, his grandchild, and his cabin on Tutka Bay, but not necessarily in that order.

Paul Raymond, who has been with the Public Works Department for 7 1/2 years as an operator, was promoted to Lead Operator upon John's retirement. Paul has lived in Homer since 1977. Before starting work with the City, he worked as an operator for various construction companies in and around Homer and at the KPB Transfer Station. When asked what his hobbies were, Paul said enthusiastically, "BBQ!"



Left: John Wythe, Right: Paul Raymond

Owen Meyer joined the Public Works Department as the fulltime Project Technician. Owen will also serve as the ADA Coordinator for PW, working closely with the City's ADA Coordinator, Renée Krause. Owen was selected by the AML to be part of its Conference of Young Alaskans (COYA), which this year, focused on critical issues facing municipal governments. Owen is an accomplished guitarist and member of Toastmasters International.

Glenn Rauh, PW Custodian, left fulltime City Employment to work for Petro Marine as Fuel Dock Manager. Glenn had been with the City for just over a year and proved himself to be a capable and congenial employee in one of the City's most challenging positions – working nights cleaning other people's toilets. We wish him well!

One strategy noted during the Public Works section of the Council Budget Work Sessions was a plan to expand the skillsets of existing employees to bring certain tasks in-house more often. To that effect, Joe Inglis, PW Operator, is being cross-trained to manage the construction of, and inspect, some of the City's construction projects administered by the PW Department. Not only will this be more cost effective than using third party inspectors, it will provide in-house expertise when we need it. Aaron Yeaton, GIS Technician, is being cross-trained to produce Army Corps of Engineers permits, storm water plans, wet land delineations, ground water reports and other environmental protection-related documents, which will help the PW Department achieve its sustainability goals.

Enclosures:

1. Memo Re: Letter Requesting FAA Regulation Part 150 Noise Compatibility Study of the Homer Airport
2. Letter to AKDOT Chief of Planning Re: City of Homer Airport 2022 Master Plan
3. COVID Poster
4. COVID Risk Assessment Framework Update



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Port and Harbor

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Memorandum

TO: HOMER CITY COUNCIL

THRU: ROB DUMOUCHEL, CITY MANAGER

FROM: BRYAN HAWKINS, PORT DIRECTOR/HARBORMASTER

DATE: AUGUST 6, 2021

SUBJECT: LETTER REQUESTING FAA REGULATION PART 150 NOISE COMPATIBILITY
STUDY OF THE HOMER AIRPORT

City Manager Rob Dumouchel asked me to follow up with Alaska Dept. of Transportation (AKDOT) on complaints and concerns over Airport noise and traffic at the Homer Airport and Beluga Lake float plane facilities. I worked through the list of contacts for FAA that Rob passed along to me and asked them if there was a list of published rules for pilots using the Homer Airport. I was told that I should contact the "Airport Manager" and ask for the noise plan.

I have reviewed the Homer Airport Master Plan and found a small notation on noise complaints with no direct actions to such listed.

Through a circuitous route I've spoken with the Airport supervisor's office and the DOT Planners office. These offices advise that if residents wish to file an official complaint with the Airport supervisor they need to have a time, date, and tail number of the offending plane. I've also learned that FAA will be updating the Homer Airport Master Plan in 2022 and that normally a noise impact study analysis is not included in these studies unless requested. If Homer would like AKDOT to conduct a noise impact study analysis we need to address a letter to Todd VanHove, Area Planning Chief at Central Region AKDOT. We should ask them to:

- ✓ Include an FAA Regulation Part 150 Noise compatibility Study as part of the Noise Compatibility Planning section of the FAA & AKDOT jointly drafted new Homer Airport Master Plan (set to commence in 2022)
- ✓ Include the Beluga lake float plane facility in the study

The Airport Master Plan is the tool for what our Airport can become, so any concerns we have should be addressed and forwarded to the DOT offices as an active partner in developing our future goals.

RECOMMENDATION

Draft a letter from the City to the Alaska Dept. of Transportation Central Region Office and request that an FAA Regulation Part 150 Noise Compatibility Study for both the Homer Airport and the Beluga Float Plane Lake be part of the Homer Airport Master Plan being developed by DOT in 2022.

Attached: Draft Letter to AKDOT



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August 11 2021

Alaska Dept. of Transportation, Central Region- Planning
Attn: Todd Vanhove, Chief of Planning
4111 Aviation Ave
Anchorage, AK 99502
Todd.vanhove@alaska.gov

Re: City of Homer Airport 2022 Master Plan

Dear Mr. Vanhove,

The City of Homer is writing to request that a Federal Aviation Regulation Part 150 Noise Compatibility Study for both the Homer Airport and the Beluga Lake Float Plane facility be included and incorporated into the noise compatibility planning section of the new Homer Airport master plan scheduled to be developed by the Dept. of Transportation in 2022.

We are interested in the technical assistance such a study would provide to help prepare and execute appropriate noise compatibility planning and any recommended implementation programs as we work to plan our future community. The City believes this study would provide a balanced approach for mitigating the noise impacts of both facilities upon their neighbors while protecting or increasing both airport access and capacity moving toward the future.

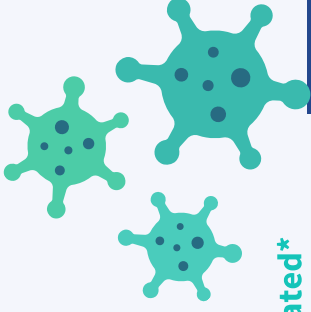
An FAA Part 150 Noise Compatibility Study is also a primary vehicle for gaining approval of applications for Federal grants for noise abatement projects, should those be found necessary.

We look forward to working with the Alaska Department of Transportation on this important project. Thank you for your consideration of this request.

Sincerely,

CITY OF HOMER

Feeling Sick or Exposed to COVID-19? Now what?



This guidance applies to the general public. But if you live or work in a high-risk setting such as a correctional institution, health care facility, assisted living facility or a fish processing plant, other guidance may apply.

Unvaccinated Vaccinated*

If you have ANY symptoms of COVID-19 and no known exposure

**DO NOT COME IN TO WORK
GET TESTED, STAY HOME**

- If positive, isolate for 10 days, monitor your symptoms and contact your health care provider if symptoms become worrisome.
- If negative, stay home while you have symptoms. Talk to health provider and consider testing again.

If you are exposed to COVID-19 and have ANY symptoms

GET TESTED and ISOLATE

- If positive, keep isolating.
- If negative, stay home while you have symptoms or are finished with QUARANTINE, which ever is longer. Consult health provider and consider testing again.

GET TESTED and ISOLATE

- If positive, keep isolating.
- If negative, stay home while you have symptoms. Consult health provider and consider testing again.

If you are exposed to COVID-19 and have no symptoms

GET TESTED and STAY HOME

- Get tested.
- Quarantine until cleared by public health (7-14 days).
- Testing again 5-7 days after initial exposure can reduce quarantine time.

GET TESTED and WEAR A MASK

- Seek testing 3-5 days after initial exposure.
- Quarantine is not required, but wear a mask and monitor for symptoms for 14 days.

If you test positive for COVID-19

ISOLATE

- Until cleared by public health (usually about 10 days, but may vary).
- Notify your close contacts. Ask them to get tested and, if they are unvaccinated, to quarantine.
- Follow contact tracer guidance.
- If not contacted by tracer, you can call 907-531-3329 for education, resources and a contact tracing interview.

Symptoms include ANY of the following:

Cough Fatigue Fever Chills Sore Throat
Rash Nausea Muscle ache Headache
Decreased smell or taste Runny nose

WHERE TO GET TESTED

SPH COVID Vax & Test Site
4201 Bartlett Street

9 am -6 pm, 7 days a week
235-0235

No appt needed. Walk-ins welcome.

SVT Health & Wellness
880 East End Road, Homer

or
72351 Milo Fritz Ave, Anchor Point

206 Main Street, Seldovia
By appt only. Call 226-2228.

NTC Community Clinic
15765 Kingsley Road

9 am -3 pm, Wednesdays through Fridays
907-420-4713

Call your doctor or health care provider.

*A person is fully vaccinated if two weeks have passed since receiving the second dose of the Pfizer or Moderna vaccines or a single dose of Johnson & Johnson.



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Memorandum

TO: Mayor Castner and Homer City Council
 FROM: Rob Dumouchel, City Manager
 DATE: August 17, 2021
 SUBJECT: City Organizational Framework for COVID Risk Assessment

In October of 2020, I presented a COVID risk assessment framework for the City organization to the City Council. As the COVID context has evolved over time, our use and implementation of the framework has evolved as well. This memo serves to update the framework for the current context.

COVID Triggers Potentially Impacting Homer/Southern Kenai Peninsula

GEOGRAPHIC SYSTEM POTENTIAL RISK IMPACT FACTORS

HOMER/SOUTHERN KENAI PENINSULA	<ul style="list-style-type: none"> • Rolling average of active COVID cases in Homer/SKP • Local vaccination rates and vaccine availability • City organization vaccination rates • Number of COVID cases in City organization & known exposure of City staff • Available COVID beds in Homer and Health worker staffing levels • Access to local testing • Unrelated local emergency (i.e. earthquake, tsunami, fire, etc.) • Spread of influenza
KENAI PENINSULA	<ul style="list-style-type: none"> • Rolling average of active COVID cases as reported by Kenai Peninsula Borough • Community transmission connected to popular regional events or shopping destinations for Homer residents (i.e. Fred Meyer in Soldotna) • Borough vaccination rates and vaccine availability • Unrelated regional emergency (i.e. earthquake, tsunami, fire, etc.)
STATE OF ALASKA	<ul style="list-style-type: none"> • State public health orders • Number of COVID cases as reported by the State • Available COVID beds in Anchorage and health worker staffing levels • Statewide vaccination rates and vaccine availability • Statewide ability to process COVID tests • Unrelated emergency with significant impact on Statewide systems
NATIONAL/GLOBAL	<ul style="list-style-type: none"> • National public health orders • Vaccine availability • Availability of influenza vaccines • Spread of new COVID variants

Homer Stoplight Risk Assessment Framework

RISK LEVEL* GENERAL DESCRIPTION**

GREEN	<ul style="list-style-type: none">• No COVID Emergency exists
YELLOW	<ul style="list-style-type: none">• Regular operations• Masks are optional for staff areas but required for interactions with the public• Most City doors can be opened to the public• Staff meetings can be held in person in spaces that can accommodate social distancing or other COVID precautions• Public meetings can be held in person with similar precautions, hybrid meetings encouraged• Recreation can be held outdoors with masks optional, or indoors with masks and social distancing
ORANGE	<ul style="list-style-type: none">• City closes majority of facilities to the public, but continues normal operations inside• When practical, encourage modifications to shifts/working hours that reduce opportunities for exposure/transmission of COVID at work sites• Masks are required in close working conditions• Staff meetings should be limited to small numbers of participants within large open spaces (i.e. garages, Council Chambers, etc.), held outdoors, or online• Council meetings are hybrid, online participation is encouraged• Recreation can be held outdoors with masks
RED	<ul style="list-style-type: none">• City closes facilities to public and reverts to a distributed (remote) work model as much as possible• Masks are required in all interpersonal settings• Staff meetings should be held by Zoom, phone, or in small numbers outdoors with masks and social distancing• Public meetings are exclusively online• Recreation is limited to individual or socially-distanced activities

*No risk tier restricts access to voting in an election. Voters are asked to mask during yellow, orange, and red, however, they will not be turned away from the polls for failing to comply. Those not wearing masks will not be allowed anywhere else within City Hall or other City facilities.

**The City Manager, or individual department heads, may enact stricter mitigation measures for teams/facilities than set by the framework as necessary/appropriate.