



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

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Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: June 10, 2021
SUBJECT: City Manager's Report for June 14, 2021 Council Meeting

FY22/23 Budget

The operating budget ordinance is up for public hearing at this Council meeting, and the capital budget is set to be introduced. Both budgets remain on track for approval before the end of the 2021 fiscal year on June 30th. Behind the scenes, we've also been working with our auditors to complete the FY20 audit. The auditors spent time on site during the first two weeks of June working with Finance staff to do their reviews.

As we near the end of the budget process for FY22/23, I wanted to remind the Council that there is a whole series of Finance-related items I want to begin to evaluate and improve in the first half of FY22. These items include: a review of CARMA and a policy discussion on the CARMA subaccounts; a staff review of our existing software and alternative options for the future; a total overhaul of reporting methods and mechanisms; and an interdepartmental review of finance-related processes to include procurement. I believe there are a lot of gains that can be made through the mindful analysis of our various systems and processes. With the two-year budget approved and the FY20 audit nearing completion, it will become significantly easier for staff to dedicate time to these endeavors (although please keep in mind we are immediately jumping into another audit for FY21). At the same time, we will continue to work on planning with an eye to the future for capital and fleet needs. Departments/Divisions like Public Works and IT have been working on multi-year planning documents to quantify their needs for the future and make it easier for Administration to make recommendations to Council when programming available funds.

Site Visit with Army Corps of Engineers at Port & Harbor

Colonel Delarosa, Commander of the U.S. Army Corps of Engineers Alaska District, and Randall Bowker, Director of Programs and Project Management, visited with myself and Harbormaster Hawkins on June 3rd. This was the Colonel's second visit with us since taking command in August of last year. We had an in-depth discussion about the port and the proposed expansion project and toured port facilities.

Seawall Update

Construction on the seawall armor rock revetment project is complete and the work was accomplished well under the budget. Attached to this report is a memo from Public Works Director Keiser providing an update on the project's status.

Friends of the Homer Skate Park

Forward progress is being made on upgrades to the Homer Skate Park. Thanks to the Homer Foundation who recently agreed to be the fiscal sponsor for the project, Friends of the Homer Skate Park's fundraising efforts have begun. Their goal is to raise \$25,000 to purchase two pre-manufactured half pipe features to donate to the City. The City will then install the features at the Skate Park. We appreciate partnering with these community organizations to improve recreational opportunities in Homer.

If you would like make a donation, you may do so online at homerfoundation.org. Use the "donate now" button and select Homer Skatepark Revitalization from dropdown menu. You can also donate by mailing a check to the Homer Foundation at PO Box 2600, Homer AK. 99603, with Skatepark Revitalization in memo line.

Wayfinding & Streetscape Update

Peter Briggs of Corvus Design was in Homer on June 9 and 10 to begin the planning and design process for Homer's Wayfinding and Streetscape Plan. During these two 'Discovery Days', Peter moved through Homer to gather information and explore the opportunities and challenges for the project. Community members were invited to join Peter on the tour to give input and offer ideas for the plan. I was able to join for a wonderful community discussion at Bishops Beach. If you were unable to attend the discussions and site visits, you can still comment on the project at <https://homerwayfinding.bolgspot.com/> or by emailing office@corvus-design.com with the subject line "Homer Wayfinding and Streetscape."



Fees Update

At a recent meeting, City Clerk Jacobsen had indicated that she would be drafting an ordinance to amend City Code to remove references to specific fees and move the fees into the Fee Schedule. Code sections that related to fees would be modified to read something to the effect of “As stated in the City of Homer Fee schedule”. She, and Deputy Clerk Tussey, have completed a review of code and found some instances that require further research and collaboration with other departments. We anticipate that an ordinance will be ready for introduction in August or September.

Employee Update

Welcome to Sean Love, our newest Maintenance Technician at the Water/Wastewater Treatment Plant. Sean moved from Oklahoma to Alaska with his family in 2016 and is happy to call Homer, home.



COVID-Related Updates

COVID Risk Status

On March 30th I moved the City from the “Orange” to “Yellow” level on our COVID risk framework. The City remains in yellow status after the most recent review completed on April 19th. On April 26th, I directed a limited opening of City Hall and the Library. On May 13th the Center for Disease Control (CDC) released new guidance which allows for fully vaccinated individuals to stop masking both outdoors and indoors. Working with staff, we created new guidelines for City staff based on the CDC guidance. Masks are still required for the public in City facilities. Staff is still required to be masked when interfacing with the public. Staff will, however, be able to relax masking standards in their work spaces.

Enclosures:

1. June Employee Anniversaries
2. Memo – Update on Homer Seawall Armor Rock Revetment Project



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Memorandum

TO: MAYOR CASTNER AND CITY COUNCIL
FROM: Andrea Browning
DATE: June 14, 2021
SUBJECT: June Employee Anniversaries

I would like to take the time to thank the following employees for the dedication, commitment and service they have provided the City and taxpayers of Homer over the years.

Levi Stradling	Public Works	19	Years
Melissa Jacobsen	Clerks	17	Years
Mike Illg	Admin	15	Years
Rachel Tussey	Clerks	10	Years
Mike Szocinski	Public Works	9	Years
Jessica Poling	Police	4	Years
Bethany Christman	Public Works	2	Years
Russell Anderson	Public Works	2	Years
James Tingley	Public Works	1	Year
Winifred Shigley	Police	1	Year
James Young	Port	1	Year



Memorandum

TO: Rob Dumouchel, City Manager

FROM: Janette Keiser, PE, Director of Public Works

DATE: April 20, 2021

SUBJECT: Update on Homer Seawall Armor Rock Revetment Project

Issue: The purpose of this Memorandum is to provide an update on the Seawall Armor Rock Revetment Project.

Background:

Question: Is the project complete?

Answer: Yes. The work is finished. The last thing we need, to close out the contract with Psenak Construction LLC, is the Certificate of Completion from the AK Department of Labor. Last we heard, this is pending review.

Q: Was the final contract amount within budget?

A: Yes. Resolution 20-092(A) approved the Special Assessment District and established the budget in the amount of \$945,661. Here’s how the final costs compare with the budgeted costs:

	Budget	Final
• Pre-construction – Survey, Design	\$ 42,571 ¹	\$ 52,292.22 ²
• Construction Contract	\$570,518	\$ 573,518.00 ³
• Allowance for add’l armor rock (to 1’ tolerance)	\$279,072	\$ 84,429.50 ⁴
• Inspection	\$ 28,500	\$ 26,020.00
• Maintenance of existing wall	<u>\$ 25,000</u>	<u>\$ 20,198.60⁵</u>
	\$945,661⁶	\$ 756,458.32

¹ The original design contract authorized by Ordinance 20-30(A) was \$47,484.

² This includes \$9,721 for the initial Study, which led to the Armor Rock Revetment Project. The ADEC has approved including the cost of the study in the ADEC financing.

³ A change order was issued in the amount of \$3,000 for the purpose of integrating rock, which had been acquired by one of the property owners and placed against the existing seawall, into the revetment’s design cross-section.

⁴ Psenak was able to stay within the neat line of the design cross-section more tightly than we expected.

⁵ Most of this involved filling in “sink holes” on the top of the wall with filter fabric, rock spalls and dredge spoils.

⁶ This amount was authorized by Resolution 20-096 to be financed through the ADEC loan.

Q: Is the revetment working as intended?

A: Yes. The purpose of the revetment was to absorb wave energy and protect the toe of the existing seawall. Property owners have observed the intensity of wave action against the revetment is less than it was against the seawall. Further, while some of the smaller rocks moved around after a big storm, the basic structure of the revetment remained intact. The project was visited by Ronny McPhersen, the coastal engineer who was on the HDR design team, who said he was very pleased with the revetment's performance.

Q: What do you mean "rocks moved around"? Is that normal?

A: Yes – it's normal. Ronny McPhersen referred to the revetment as a "living structure", which will shift as the various pieces of rock reach equilibrium. For example, some of the larger rocks have flat surfaces. If a smaller rock is placed on that flat surface, the smaller rock could slide off and land on the beach. Some of the property owners noticed this happened to multiple pieces of rock along the face of the revetment and became concerned.

Q: What happened?

A: We asked Ronny McPhersen to inspect the revetment to make sure it still had integrity. Plus, we commissioned East Road Services to do some maintenance work; that is, to pick the strayed rocks off the beach and re-lodge them into the revetment.

Q: Why wasn't this done by the original contractor, Psenak Construction?

A: At the time we noticed this, Psenak had finished its work and had demobilized. Further, this was not a warranty issue. We had been surveying Psenak's work as the revetment was built. These surveys documented that the rock Psenak placed complied with the specified design dimensions. Psenak submitted test reports, documenting that the rock complied with density and size specifications. Ronny McPhersen opined that moving the rocks around was the kind of maintenance work we could expect to do.

Q: When will Council be asked to finalize the assessment roll?

A: We expect to recommend a final assessment roll in late July.

Q: Can we reduce the maintenance assessment mil rate?

A: We expect to recommend a reduction to the maintenance assessment rate at the same time we recommend the final assessment roll.