



City of Homer

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Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: April 21, 2022
SUBJECT: City Manager's Report for April 25, 2022 Council Meeting

Tasmania Court

East Road Services Inc. started work on the Tasmania Ct. Water and Sewer Main Extensions on Monday, April 18th. They plan to install the sewer main first and have begun excavation, pipe-laying and dewatering along the south side of West Tasmania Ct. Construction of the sewer main is expected to be completed by mid-May. Work on the water main is expected to begin on May 19th and will be complete by early June. The entire project is expected to be complete by June 21st.



Planning and Economic Development Meeting

I met with City Planner Rick Abboud and Economic Development Manager Julie Engebretsen to work on implementation steps and strategies for efforts related to building code implementation, a comprehensive plan rewrite, zoning code modifications, and general housing/short term rental improvements. These are all complex and heavily interconnected efforts. We want to make sure that we are conducting a lot of public engagement, that the public is getting the max value per engagement, and that all of our projects are working well together. Additionally, we identified that managing boards and commissions will be extremely important as we move forward. We want to make sure we're getting the maximum benefit of those groups and that we don't have different groups working on the same issues in different ways creating confusion and inefficient use of limited personnel resources. Updates on these projects will continue to come to Council as we firm up our plans.

Lobbying Update

The City's grant specialist, Special Project Coordinator Jenny Carroll, and Harbormaster Bryan Hawkins traveled to Juneau the week of April 18th to reconnect with legislators and state agency department staffers to advocate for City priorities with J&H Consulting, the City's lobbying firm. Things in Juneau have been very dynamic in regards to scheduling, but our team is making a lot of positive connections related to our priorities so far (they were still in Juneau at the time this report was submitted).

Library & Information Technology Services Department Preparation

At the March visioning session, I shared an updated organization design with Council that included the proposed creation of a Library & Information Technology (LIT) Services Department. Some Library Advisory Board (LAB) members had questions and concerns so I visited the LAB on April 19th to discuss the proposal. They will be writing a memo to me summarizing their thoughts on the matter. I don't have a specific date yet, but I expect to bring an ordinance to Council in the coming months to propose officially creating the LIT Department.

Short Term Rentals and Sales Tax

As noted in my last report, Administration is adding a short term rental sales tax reminder flyer into utility bills this month. Kenai Peninsula Borough Finance Department staff were able to review and comment on our draft flyer. A few small changes were made, and we are now working on printing and distributing them to our utility customers. As a reminder on the big picture of short term rentals and the impacts they create on the City, I am working with Planning and Economic Development on the topic and intend to come to Council with a proposed pathway for addressing this issue in a comprehensive manner at a future meeting.

Summer Parks Prep

The lead up to summer is a busy time for our Parks division. The Little Libraries are being installed at locations around the City, starting with WKFL Park. The RV Dump stations are up and running, just in time for camping season. We are also collaborating with a number of event organizers and nonprofit groups who are looking at hosting events or conducting volunteer activities within our City parks.

Celebrating the 53rd Annual Professional Municipal Clerks Week

May 1 through 7, 2022 will be the 53rd Annual Professional Municipal Clerks Week. Initiated in 1969 by the International Institute of Municipal Clerks and endorsed by all of its members throughout the United States, Canada and 15 other countries, the week is a time of celebration and reflection on the importance of the Clerk's office. Although it is one of the oldest positions in local government, few people realize the vital

services Municipal and Deputy Clerks perform for their community. They are the local officials who administer democratic processes and ensure transparency to the public, which includes keeping the official records of the city, conducting local elections, and facilitate all legislative actions. They act as compliance officers for federal, state, and local statutes, provide parliamentary support to City Council and the commissions/boards, manage public inquiries and relationships, arrange for ceremonial and official functions, and may even serve as financial officers or chief administrative officers. For more information on the Homer City Clerk's Office including our Code of Ethics, staffing history, and the history of the Clerk profession, see the complete Clerk's Office Current and Historical Information Packet online at www.cityofhomer-ak.gov/cityclerk.