



# SUPPLEMENTAL PACKET

## City Council Regular Meeting

Monday, October 9, 2023

City Hall Cowles Council Chambers In-Person & Via Zoom Webinar

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### Homer City Hall

491 E. Pioneer Avenue  
Homer, Alaska 99603  
[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

<https://cityofhomer.zoom.us>

Dial: 346-248-7799 or 669-900-6833;  
(Toll Free) 888-788-0099 or 877-853-5247

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### CONSENT AGENDA

Resolution 23-108, A Resolution of the City Council of Homer, Alaska Confirming the Assessment Roll, Establishing Dates for Payment of Special Assessments and Establishing Delinquency, Penalty, and Interest Provisions for the Tasmania Court Water and Sewer Special Assessment Districts. City Clerk.

Final Assessment Roll attachment to the Resolution

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### PUBLIC HEARING

Ordinance 23-49, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Title 2, Chapters 2.32 Departments and Boards, 2.44 Department of Administration, 2.48 Public Library, and Enacting Chapters, 2.46 Department of Information Technology and 2.57 Department of Community Development. City Manager.

Written public comments

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### CITY MANAGER'S REPORT

FY23 4<sup>th</sup> Quarter Financial Report

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Memorandum from Acting City Manager Re: Homer Fury Exercise

Page 9

### RESOLUTIONS

Resolution 23-110(S), A Resolution of the City Council of Homer, Alaska Certifying the Results of the City of Homer Regular Election held October 3, 2023 to Elect Two City Council Members for Three Year Terms each. City Clerk/Canvass Board.

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Certificate of Election and Election Percentages Report

Page 13

**FINAL ASSESSMENT ROLL**

PROJECT NAME: Tasmania Water and Sewer Special Assessment District

DATE: July 31, 2023

TOTAL PROJECT WATER: **\$246,104.43 (368,926.43-\$122,822 subsidy)**

TOTAL PROJECT SEWER: **304,938.97**

Districts shall be assessed 75% property owner share of the project. WATER: **\$184,578.32** SEWER: **\$228,704.23**

HOMER ACCELERATED WATER AND SEWER PROGRAM (HAWSP) SHARE: WATER: **\$61,526.11** SEWER: **\$76,234.74**

	PROPERTY OWNER NAME & ADDRESS	LEGAL DESCRIPTION & PARCEL NUMBER	ASSESSED PROPERTY VALUE	ASSESSED ESTIMATED PROPERTY OWNER SHARE OF ASSESSMENT
1	Evans, Bryan and Ginny 4523 South Slope Drive Homer, AK 99603	T 06S R 13W SEC 17 Seward Meridian HM 2022012 BARNETTS SOUTH SLOPE SUB EVANS ADDN LOT 2-A BLK 2 KPB#17702098 <i>(lot line vacated after creation of districts)</i>  Per Resolutions 20-083 & 21-045(A) establishing districts- T 6S R 13W SEC 17 Seward Meridian HM 0770061 BARNETT'S SOUTH SLOPE SUB LOT 2 BLK 2 KPB#17702045  T 6S R 13W SEC 17 Seward Meridian HM 0770061 BARNETT'S SOUTH SLOPE SUB LOT 4 BLK 2 KPB#17702044	\$280,400   \$232,200  unknown	   Water \$16,779.85 Sewer \$20791.29  Water \$ 16,779.85 Sewer \$ 20,791.29
2	Sjostedt, David and Chandler, Jeannie PO Box 3606 Homer, AK 99603	T 6S R 13W SEC 17 Seward Meridian HM 2000008 BARNETT'S SOUTH SLOPE SUB CRANDALL ADDN NO 2 LOT 6-A-1 KPB#17702082  T 6S R 13W SEC 17 Seward Meridian HM 0770061 BARNETT'S SOUTH SLOPE SUB LOT 11 BLK 1 KPB#17702040	\$112,500  \$577,400	Water \$ 16,779.85 Sewer \$ 20,791.29  Water \$ 16,779.85 Sewer \$ 20,791.29
3	Crandall John P and Cass M PO Box 470 Homer, AK 99603	T 6S R 13W SEC 17 Seward Meridian HM 2000008 BARNETT'S SOUTH SLOPE SUB CRANDALL ADDN NO 2 LOT 5-A-1 KPB#17702083	\$588,300	Water \$ 16,779.85 Sewer \$ 20,791.29
4	Marley, William Jay Jr. and Erica S 795 W Tasmania Ct Homer, AK 99603	T 6S R 13W SEC 17 Seward Meridian HM 00770061 BARNETT'S SOUTH SLOPE SUB LOT 12 BLK 1 KPB#17702039  T 6S R 13W SEC 17 Seward Meridian HM 0077061 BARNETT'S SOUTH SLOPE SUB LOT 13 BLK 1 KPB#17702038	\$917,600  \$89,200	Water \$ 16,779.85 Sewer \$ 20,791.29  Water \$ 16,779.85 Sewer \$ 20,791.29

**FINAL ASSESSMENT ROLL**

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	PROPERTY OWNER NAME & ADDRESS	LEGAL DESCRIPTION & PARCEL NUMBER	ASSESSED PROPERTY VALUE	ASSESSED ESTIMATED PROPERTY OWNER SHARE OF ASSESSMENT
5	O'Neill, Andrew P and Cassiar D 3080 Homer Spit Rd Homer, AK 99603	T 6S R 13W SEC 17 Seward Meridian HM 00770061 BARNETT'S SOUTH SLOPE SUB LOT 14 BLK 1 KPB#17702037	\$311,500	Water \$ 16,779.85 Sewer \$ 20,791.29
6	Fell, Michael W and Mary K PO Box 149 Homer, AK 99603	T 6S R 13W SEC 17 Seward Meridian HM 00770061 BARNETT'S SOUTH SLOPE SUB LOT 15 BLK 1 KPB#17702036	\$84,400	Water \$ 16,779.85 Sewer \$ 20,791.29
		T 6S R 13W SEC 17 Seward Meridian HM 2017024 BARNETT'S SOUTH SLOPE SUB FELL ADDN LOT 16-A KPB#17702095	\$492,500	Water \$ 16,779.85 Sewer \$ 20,791.29
7	Sumption Terry L and Tracy L 842 W Tasmania Ct Homer, AK 99603	T 6S R 13W SEC 17 Seward Meridian HM 00770061 BARNETT'S SOUTH SLOPE SUB LOT 17 BLK 1 KPB#17702034	\$335,600	Water \$ 16,779.85 Sewer \$ 20,791.29

**From:** [mary.griswold](#)  
**To:** [Rachel Lord](#); [Caroline Venuti](#); [Donna Aderhold](#); [Storm Hansen-Cavasos](#); [Mayor Email](#); [Jason Davis](#); [Shelly Erickson](#)  
**Cc:** [Robert Dumouchel](#)  
**Subject:** Ord 23-49 New Departments  
**Date:** Thursday, October 5, 2023 3:38:40 PM

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

I support creation of the IT and Library Departments as proposed in the ordinance. I support a new department called Planning and Community Development to be headed by a Planning Director. Bringing together planning, economic development, building codes and enforcement, and community recreation under one department as proposed by the City Manager is a good idea, but the department should be managed by a highly qualified Planning Director, not a Director of Community Development.

The Planning Director should meet certain education and performance standards similar to the Library Director meeting standards relevant to that department. Planning for successful community development includes some very technical procedures and an extensive knowledge base not necessarily required for more general oversight of economic and recreational development. Planning and a Planning Director need to be at the apex of this department.

**From:** [Holly Van Pelt](#)  
**To:** [Department Clerk](#)  
**Subject:** Setting up departments within the city  
**Date:** Sunday, October 8, 2023 2:57:28 PM

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

City clerk: Please distribute this to city manager and city council :

I am gravely concerned over how the city is proposing to bury the parks and recreation Department under the umbrella of another interest. We need a stand alone parks and recreation department whose sole interest is the management of these two similar needs. I have been using the derelict HERC for my recreational needs for 10 years now. In that time, I have been advocating for a recreation center and I have heard how the city supports the idea of having a recreational center but here we are now. It is 10 years later and we are not remotely closer to getting one. I believe a large part of the fault for this comes from not having a parks and rec department whose primary focus is to make available safe recreational activities for young and senior alike. The proposed 10 year plan to develop the department is no better than the last 10 year plan which wasn't a plan and failed in getting a recreational facility. Why can't a parks and rec department be built into the next 2 year budget cycle? The city needs to make meaningful and real efforts to do this. Do we not have the will to do this?

Sincerely,  
Holly Van Pelt  
Homer city resident  
Sent from my iPad

Quarterly General Fund  
Expenditure Report  
Thru Quarter Ended June 30, 2023

**Current Fiscal Analysis**

	FY23		FY23 YTD	
	AMENDED		ACTUAL	
	BUDGET		\$	%
<b>Revenues</b>				
Property Taxes	\$ 3,883,898	\$ 4,073,483	105%	
Sales and Use Taxes	8,962,391	8,330,558	93%	
Permits and Licenses	44,261	43,461	98%	
Fines and Forfeitures	17,393	13,396	77%	
Use of Money	153,499	120,682	79%	
Intergovernmental	562,866	746,338	133%	
Charges for Services	518,992	560,580	108%	
Other Revenues	-	97,585		
Airport	194,643	231,371	119%	
Operating Transfers	907,807	907,222	100%	
<b>Total Revenues</b>	<b>\$ 15,245,750</b>	<b>\$ 15,124,675</b>	<b>99%</b>	
<b>Expenditures &amp; Transfers</b>				
Administration	\$ 1,822,723	\$ 1,705,976	94%	
Clerks/Council	923,374	796,681	86%	
Planning	451,763	447,003	99%	
Library	1,031,478	1,010,964	98%	
Finance	950,283	869,089	91%	
Fire	1,619,444	1,521,777	94%	
Police	4,103,074	4,362,164	106%	
Public Works	3,426,209	3,108,178	91%	
Airport	238,518	286,356	120%	
City Hall, HERC	195,049	164,216	84%	
Non-Departmental	94,000	104,000	111%	
Total Operating Expenditures	\$ 14,855,915	\$ 14,376,404	97%	
Transfer to Other Funds				
Leave Cash Out	\$ 122,629	\$ 122,629	100%	
Other	257,206	257,206	100%	
Total Transfer to Other Funds	\$ 379,835	\$ 379,835	100%	
Transfer to CARMA				
General Fund Fleet CARMA	\$ -	\$ -	0%	
General Fund CARMA	-	-	0%	
Seawall CARMA	10,000	10,000	100%	
Total Transfer to CARMA Funds	\$ 10,000	\$ 10,000	100%	
<b>Total Expenditures &amp; Transfers</b>	<b>\$ 15,245,750</b>	<b>\$ 14,766,238</b>	<b>97%</b>	
<b>Net Revenues Over (Under) Expenditures</b>	<b>\$ (0)</b>	<b>\$ 358,437</b>		

These numbers are preliminary and are subject to our annual audit.

Quarterly Water and Sewer Fund  
Expenditure Report  
Thru Quarter Ended June 30, 2023

**Current Fiscal Analysis**

	FY23		FY23 YTD	
	AMENDED		ACTUAL	
	BUDGET		\$	%
<b>Revenues</b>				
Water Fund	\$ 2,013,406	\$ 2,063,011	102%	
Sewer Fund	1,754,682	1,964,094	112%	
<b>Total Revenues</b>	<b>\$ 3,768,088</b>	<b>\$ 4,027,105</b>	<b>107%</b>	
<b>Expenditures &amp; Transfers</b>				
<u>Water</u>				
Administration	\$ 215,482	\$ 229,835	107%	
Treatment Plant	666,885	663,712	100%	
System Testing	28,750	27,069	94%	
Pump Stations	101,020	98,208	97%	
Distribution System	371,410	334,699	90%	
Reservoir	30,196	21,202	70%	
Meters	190,760	144,049	76%	
Hydrants	220,388	200,890	91%	
<u>Sewer</u>				
Administration	\$ 205,215	\$ 212,605	104%	
Plant Operations	753,303	795,335	106%	
System Testing	15,240	13,950	92%	
Lift Stations	225,231	195,360	87%	
Collection System	303,421	266,857	88%	
<b>Total Operating Expenditures</b>	<b>\$ 3,327,300</b>	<b>\$ 3,203,769</b>	<b>96%</b>	
Transfer to Other Funds				
Leave Cash Out	\$ 76,755	\$ 76,755	100%	
GF Admin Fees	-	-	0%	
Other	23,063	23,063	100%	
<b>Total Transfer to Other Funds</b>	<b>\$ 99,819</b>	<b>\$ 99,819</b>	<b>100%</b>	
Transfers to CARMA				
Water	\$ 106,804	\$ 106,804	100%	
Sewer	234,166	234,166	100%	
<b>Total Transfer to CARMA Funds</b>	<b>\$ 340,969</b>	<b>\$ 340,969</b>	<b>100%</b>	
<b>Total Expenditures &amp; Transfers</b>	<b>\$ 3,768,088</b>	<b>\$ 3,644,556</b>	<b>97%</b>	
<b>Net Revenues Over(Under) Expenditures</b>	<b>\$ (0)</b>	<b>\$ 382,548</b>		

**These numbers are preliminary and are subject to our annual audit.**

Quarterly Port and Harbor Fund  
Expenditure Report  
Thru Quarter Ended June 30, 2023

**Current Fiscal Analysis**

	FY23		FY23 YTD	
	AMENDED BUDGET		ACTUAL	
			\$	%
<b>Revenues</b>				
Administration	\$ 603,464	\$ 807,096	134%	
Harbor	3,428,020	3,818,966	111%	
Pioneer Dock	331,140	286,911	87%	
Fish Dock	572,242	621,966	109%	
Deep Water Dock	176,953	365,311	206%	
Outfall Line	4,800	4,800	100%	
Fish Grinder	7,998	6,803	85%	
Load and Launch Ramp	126,663	111,468	88%	
<b>Total Revenues</b>	<b>\$ 5,251,279</b>	<b>\$ 6,023,322</b>	<b>115%</b>	
<b>Expenditures &amp; Transfers</b>				
Administration	\$ 733,520	\$ 755,580	103%	
Harbor	1,456,148	1,471,984	101%	
Pioneer Dock	87,309	111,426	128%	
Fish Dock	695,185	590,064	85%	
Deep Water Dock	93,107	102,515	110%	
Outfall Line	6,500	28,162	433%	
Fish Grinder	30,333	22,015	73%	
Harbor Maintenance	471,464	501,766	106%	
Main Dock Maintenance	43,657	45,194	104%	
Deep Water Dock Maintenance	54,157	48,891	90%	
Load and Launch Ramp	97,477	88,633	91%	
<b>Total Operating Expenditures</b>	<b>\$ 3,768,858</b>	<b>\$ 3,766,231</b>	<b>100%</b>	
<b>Transfer to Other Funds</b>				
Leave Cash Out	\$ 62,025	\$ 62,025	100%	
GF Admin Fees	-	-	0%	
Debt Service	67,325	67,325	100%	
Other	300,212	300,212	100%	
<b>Total Transfer to Other Funds</b>	<b>\$ 429,562</b>	<b>\$ 429,562</b>	<b>100%</b>	
<b>Transfers to Reserves</b>				
Harbor	\$ 1,023,675	\$ 1,023,675	100%	
Load and Launch Ramp	29,186	29,186	100%	
<b>Total Transfer to Reserves</b>	<b>\$ 1,052,860</b>	<b>\$ 1,052,861</b>	<b>100%</b>	
<b>Total Expenditures &amp; Transfers</b>	<b>\$ 5,251,279</b>	<b>\$ 5,248,653</b>	<b>100%</b>	
<b>Net Revenues Over(Under) Expenditures</b>	<b>\$ (0)</b>	<b>\$ 774,669</b>		

**These numbers are preliminary and are subject to our annual audit.**





# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

Office of the City Clerk

491 East Pioneer Avenue  
Homer, Alaska 99603

[clerk@cityofhomer-ak.gov](mailto:clerk@cityofhomer-ak.gov)

(p) 907-235-3130

(f) 907-235-3143

## Memorandum

TO: Mayor Castner and Homer City Council  
FROM: Melissa Jacobsen, MMC, City Clerk  
DATE: October 9, 2023  
SUBJECT: Homer Fury Exercise

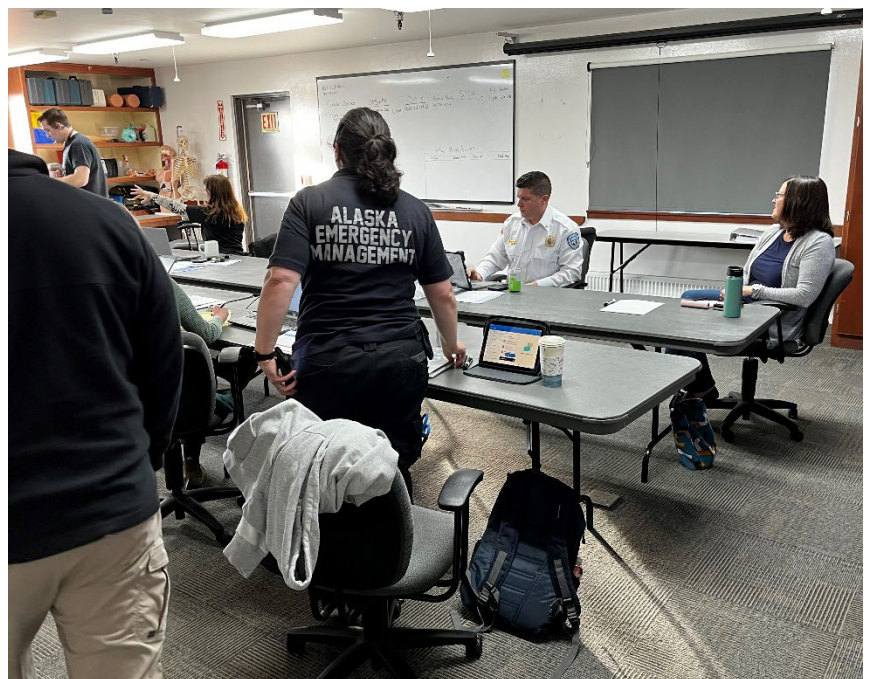
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As Acting City Manager last week I had the opportunity to sit in on the Homer Fury exercise. Deputy Chief Kahles summarized the event-

*On 10/04/2023 The Homer Volunteer Fire department played host to several members from the State Health Care Coalition who were conducting a large scale state wide exercise that kicked off in Homer. This exercise was centered around a mock incident at the Homer High school and was designed to test the organization and capabilities of local, state, and federal agencies in the event of an MCI (mass casualty incident) that would create a hospital surge and require movement of patients in overwhelming numbers. HVFD set up an EOC (emergency operations center) for a team to work out of throughout this exercise and provided a staging location for mock patients until they were called in to action. The single day exercise was a success and lasted from 0700 until 1345.*

It was very eye-opening to me to observe the Coalition initiate the exercise and hear how they communicated with each other. The State team members and Deputy Chief Kahles took time to explain what they were doing and what response might look like in a real life event. Staff from the State agency worked with the students who volunteered to participate, to make them up with realistic looking injuries to make the exercise seem more realistic for responders.

I wasn't able to stay for the entire exercise but appreciate that I was able to attend a portion of it. I learned more about the critical roll first responder's play in our community, and was impressed by the communication and collaboration of the members of the Coalition and our team in Homer.





Make-up kits for simulating injuries



Making a student up as a pregnant person with injuries



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

3 City Clerk/Canvass Board

4 **RESOLUTION 23-110(S)**

5  
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,  
7 CERTIFYING THE RESULTS OF THE CITY OF HOMER REGULAR  
8 ELECTION HELD OCTOBER 3, 2023 TO ELECT TWO CITY  
9 COUNCILMEMBERS FOR THREE YEAR TERMS EACH.

10  
11 WHEREAS, In compliance with Homer City Code 4.35, the Canvass Board of the City of  
12 Homer has opened, counted, and tallied the votes on absentee ballots including special needs  
13 ballots, and question ballots found to be valid, that were cast in the City of Homer Regular  
14 Election held on October 4, 2022; and

15  
16 WHEREAS, The total number of voters voting in the City Regular Election was 1048 and  
17 reflects the number of voters, not the number of votes cast or ballots counted; and

18  
19 WHEREAS, In accordance with Homer City Code 4.35, the Canvass Board of the City of  
20 Homer had inspected the precinct reports, Election Central Logs and entered the the results of  
21 the absent and questioned ballots on the Certification of Election along with the results of the  
22 precinct counts; and

23  
24 WHEREAS, The results of the City Regular Election held October 3, 2023, attached as  
25 Exhibit A, is presented in the Canvass Board's Certificate of Election in accordance with the  
26 Homer City Code; and

27  
28 WHEREAS, Pursuant to Homer City Code 4.35.040 Certification of Election, the Council  
29 shall certify the results of the election at the next Regular Council meeting following the  
30 completion of the canvass by the Canvass Board.

31  
32 NOW, THEREFORE, BE IT RESOLVED that the City Council hereby certifies the results of  
33 the City Regular Election held October 3, 2023, as presented in the Canvass Boards Certificate  
34 of Election, attached as Exhibit A, in accordance with the Homer City Code.

35  
36 BE IT FURTHER RESOLVED that the following candidates are declared elected to office  
37 of City Councilmember, having received at least 20% of the votes cast for a three-year term of  
38 office:

39  
40 COUNCILMEMBERS (TWO THREE YEAR TERMS)

41 Rachel Lord 37%

42 Caroline Venuti 35%

43  
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BE IT FURTHER RESOLVED that the Canvass Board’s Certificate of Election (Exhibit A) be attached permanently as part of this Resolution.

PASSED AND ADOPTED by the City Council of Homer, Alaska, this 9<sup>th</sup> day of October, 2023.

CITY OF HOMER

\_\_\_\_\_  
KEN CASTNER, MAYOR

ATTEST:

\_\_\_\_\_  
MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Note: N/A



**City of Homer**  
**Regular Election of October 3, 2023**  
**Certificate of Election**

We, the duly appointed Election Canvass Board of the City of Homer, Alaska hereby certify that the validated absentee and validated questioned ballots were opened, counted, and recorded at a legally authorized and convened meeting of the City of Homer Canvass Board, held October 6, 2023 and that the results of that count are entered with the certified results of the votes counted for the precinct polling places via Ballot Tabulation System and that the total results are recorded as follows:

Candidate City Council 3 Year Term	Homer No. 1	Homer No. 2	Absentee/ Questioned/ Special Needs	Total Votes	Percentage of Total Votes Cast <b>1842</b> 20% Required to be Elected HCC 4.35.020
VENUTI, Caroline	216	141	288	645	35%
WISE, Joni	159	116	111	386	21%
LORD, Rachel	246	157	278	681	37%
HASCHE, Dan	39	25	46	110	6%
Write-in	8	7	5	20	1%
					100%
Total Votes Cast	668	446	728	1842	
Total Registered Voters	2947	2439			

We further certify that there were 661 regular voters, 375 absentee voters, 6 special needs voters, and 4 question voters for a total of 1046 voters that voted in this election. Percentage of voter turnout is 19%. Total registered voters for the City of Homer are 5,386 as of September 8, 2023.

In Witness Whereof, I have hereunto set my hand this 6<sup>th</sup> day of October 2023.

Canvass Board: *Rachel Tussey*  
 Rachel Tussey

*Louise Hall*  
 Louise Hall

Staff: *Renee Krause*  
 Renee Krause, MMC, Deputy City Clerk

*Zach Pettit*  
 Zach Pettit, Deputy City Clerk

Attest: *Melissa Jacobsen*  
 Melissa Jacobsen, MMC, City Clerk



**City of Homer**  
**Regular Election of October 3, 2023**  
**Election Percentage Breakdown**

Candidate City Council 3 Year Term	Homer No. 1	Homer No. 2	Absentee/ Questioned/ Special Needs	Total Votes	Percentage of Total Votes Cast <b>1842</b> 20% Required to be Elected HCC 4.35.020	Percentage of Total Ballots Cast <b>1044</b> for informational purposes only
VENUTI, Caroline	216	141	288	645	35%	62%
WISE, Joni	159	116	111	386	21%	37%
LORD, Rachel	246	157	278	681	37%	65%
HASCHE, Dan	39	25	46	110	6%	1%
Write-in	8	7	5	20	1%	1%
Total Votes Cast	668	446	728	1842		
Total Registered Voters	2947	2439				