



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue
Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

Memorandum

TO: Mayor Zak and Homer City Council
FROM: Katie Koester, City Manager
DATE: November 16, 2016
SUBJECT: City Manager's Report - November 21, 2016

Assistance to Fire Fighters Grant for Aerial Ladder Truck

The City is in the process of applying for an Assistance to Firefighters Grant for \$900,000 for a new aerial, or ladder truck. This has been identified as a high priority by Council and has been on the top 5 legislative priority list for 3 years now. The request requires a 5% local match, which I would ask the Council for via Ordinance if the grant is awarded. In the legislative request the City commits to a 10% match. We should know sometime this spring if successful. Though aerials are a very high priority for the funder, it is an extremely competitive national grant. Although we may not be successful this time, any work we do will provide important groundwork for future applications and the need will remain.

Withdraw from LWCF Grant for Karen Hornaday Park

In September City Council passed Resolution 16-102 authorizing the City Manager to apply for a Land and Water Conservation Fund Grant for a trail at Karen Hornaday Park for \$125,000 and committing to a \$125,000 match. The trail would have been an ADA accessible separated trail along Fairview Avenue in the park. It was a part of a larger plan to provide ADA pedestrian access to Karen Hornaday Park with the moving of the road, a longtime priority for the park. However, when looking at the project as a stand-alone project the trail would have not been connected to any other trail infrastructure, compromising its utility, especially as an ADA route. After consultation with representatives from the Parks, Art, Recreation, and Culture Advisory Commission and before extensive staff resources were invested, we decided to not apply for the grant. In the meantime, the Special Projects and Communications Coordinator is working with the Commission on a form and process to help them vet potential grant projects.

Remote Participation of City Attorney

Currently under our contract with Birch Horton Bittner and Cherot, for a flat fee of \$12,000 a month they provide 65 hours of attorney services and one trip per month to a council meeting of the City attorney. Council has asked staff to look into what it would take from a technology standpoint to have attorney participation via distance.

According to IT Manager Poolos, the best affordable option for a regular video conference connection for the City Attorney will be via Google Chrome for meetings. The Google option is a better choice than Skype or other web conferencing solution due to the availability of dedicated hardware packages that include support. There is not the same combined hardware, software, and support available for the other alternative web conferencing systems such as Skype. To set up Council Chambers for regular video conferencing with the attorney, it will require a budget of \$2,000 initially and \$500 each year after the first. Set up will take 8 to 10 hours of IT staff time as additional cables will need to be run and the audio system levels will need to be adjusted. We would also likely require increased participation of IT at council meetings to run interface with technology, which has an opportunity cost.

Initial budget of \$2,000:

- \$1,000 for Chrome Device for Meetings Package
- \$400 for a dedicated TV monitor
- \$300 for a rolling TV stand
- \$200 for audio and network cabling
- \$100 for contingency

The \$500 year after the initial acquisition will be for:

- \$250 for the yearly support and management fee
- \$250 to reserves which will allow for hardware replacement and upgrade every 4 years

Lunch with a Councilmember 2017 Schedule

Please take a moment to look over the 2017 Lunch With a Councilmember schedule offered by the Homer Friends of the Library and consider signing up for a slot. The earlier notice the Friends have, the more advertising they can do.

Port and Harbor Tour

A huge thank you to the members who showed up to tour the public works, water treatment and sewer treatment facilities. It means a lot that you took the time to become more familiar with the facilities and services you are making decisions about. The employees really appreciated it, and I am sure you all learned a lot. To that end, I would like to extend the opportunity for a Port and Harbor tour as the next facility on our list. Please contact me if you are interested so I can get a head count and coordinate a time.

Legislative Working Group

You have all given so much of your time and attention, I hate to ask for more...but with the legislative session just around the corner and the loss of paid representation in Juneau, Council should think about how you want to approach keeping tabs on and providing input in Juneau. I would like to meet with Councilmembers who are interested in following Juneau more closely and strategize on the best way to stay connected. I foresee a possible legislative working group that is able to give me direction on drafting official City comments, testify on issues, meet regularly with staff via teleconference, and perhaps travel to Juneau. Depending

on the level of interest, it could be an informal group of a few members or a more formal legislative working group established by resolution. Travel dates will likely center around the Alaska Municipal League fly in is February 21-23.

New Flood Insurance Rates in Effect

The Flood Insurance Rate Maps (FIRM) dated October 20, 2016 are now effective! The 2016 FIRMs provide more accurate elevations on everything but the Spit; as in Old Towne, Beluga Slough, and east-west along Kachemak Bay. The City Council adopted these maps with Ordinance 16-33 on June 27, 2016. The Planning Office started this project in 2013 so it's a relief to see that these flood maps are now effective.

Postponement of HVFD Expansion/Renovations Project

Public Works Director Meyer provided the attached update on the Homer Volunteer Fire Department renovations project and public safety building budget. As you can see, there is approximately \$127,000 left in the Public Safety building budget. The Homer Volunteer Fire Department renovations project (separate from the public safety building budget) is over budget and some thought needs to be put into reducing the scope or additional funding. Because of budget concerns, the only floor slab removal in bay 3 has been completed to date. The project is postponed until the spring when fire equipment can be stored outside which gives council time to work on solutions.

Enc:

Resolution 16-102

Lunch with a councilmember 2017 signup sheet

Status of Public Safety Building Budget

Status of Fire Hall Improvement Project

Letter of withdrawal from Anderson/Morgan Group

Reynolds

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, AUTHORIZING THE CITY MANAGER TO APPLY FOR A LAND AND WATER CONSERVATION FUND (LWCF) GRANT FOR KAREN HORNADAY PARK IMPROVEMENTS IN AN AMOUNT UP TO \$125,000 AND EXPRESSING ITS COMMITMENT TO PROVIDE A LOCAL CASH MATCH OF \$125,000.

WHEREAS, Homer's Karen Hornaday Park is a multi-purpose park encompassing sports fields, a playground, picnic area, campground, Woodard Creek, and spectacular views on almost 40 acres that is popular with residents and visitors of all ages; and

WHEREAS, The community has been working diligently at upgrading the Park in accordance with the Karen Hornaday Hillside Park Master Plan adopted by the City Council in 2009; and

WHEREAS, Improvements include a new playground, new dugouts, drainage improvements, and upgrades to the ball fields; and

WHEREAS, The City of Homer Parks Art Recreation and Culture Advisory Commission has identified Fairview Avenue Trail completion as the next step in the implementation of the Karen Hornaday Hillside Park Master Plan; and

WHEREAS, The Land and Water Conservation Fund grant proposed project includes developing the Fairview Avenue Trail to provide pedestrian access to Karen Hornaday Park; and

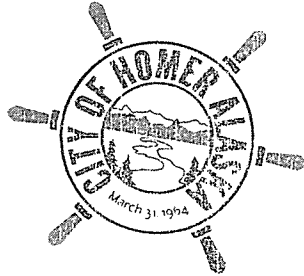
WHEREAS, The Fairview Avenue Trail will be Americans with Disabilities Act (ADA) accessible; and


NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby expresses its support for a Land and Water Conservation Fund grant application of \$125,000 and authorizes the City Manager to submit the appropriate documents.

BE IT FURTHER RESOLVED that the Council expresses its commitment to provide a cash match of \$125,000 from Homer Accelerated Roads and Trails Program (HART) to meet the grant match requirements.

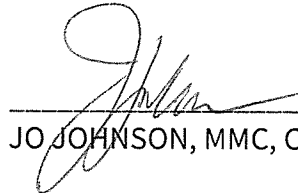
PASSED AND ADOPTED by the Homer City Council this 26th day of September, 2016.

CITY OF HOMER




MARY E. WYTHE, MAYOR

ATTEST:


JO JOHNSON, MMC, CITY CLERK

Fiscal Note: \$125,000 matching funds from Homer Accelerated Roads and Trails Program (HART).

2017 Lunch Hour with a Councilmember

Date: Jan 9, 2017

Councilmember:	
Councilmember:	

Date: Feb 13, 2017

Councilmember:	
Councilmember:	

Date: Mar 13, 2017

Councilmember:	
Councilmember:	

Date: Apr 10, 2017

Councilmember:	
Councilmember:	

Date: May 8, 2017

Councilmember:	
Councilmember:	

Summer Break. No lunch with a Councilmember June through September.

Date: Oct 9, 2017

Councilmember:	
Councilmember:	

Date: Nov 27, 2017 *No first meeting in November*

Councilmember:	
Councilmember:	

Date: Dec 11, 2017

Councilmember:	
Councilmember:	

Below is a summary of the status of the Public Safety Building budget:

Public Safety Building Budget Analysis	
11/17/2016	
Funding - Summary	
Initial Funding - Ordinance 13-38(S)	\$ 300,000.00
Second Funding - Ordinance 15-18 (S-2)	\$ 355,000.00
Total Funding	\$ 655,000.00
Summary - Stantec GC/CM Design Contract	
Initial AIA Agreement - Stantec	\$ 297,910.80
Modification #1 - Stantec	\$ 189,527.00
Total Design Contract to Date	\$ 487,437.80
Summary - Project Expenditures (156-0377)	
Stantec Design Expenditures to Date (10-20-16)	\$ 411,168.44
City Design Support Expenditures to Date (10-20-16)	\$ 36,570.10
Appropriation for Fire Hall Improvements Design	\$ 80,000.00
Total Project Cost to Date	\$ 527,738.54
Funds Remaining	\$ 127,261.46

Below is a summary of the status of the Fire Hall Improvement project. Costs to complete the building expansion are greater than expected. Recommend construction be postponed until budget issues can be resolved. Remaining work would best be completed in the Spring 2017.

Homer Fire Hall Improvements					
Revised Cost Estimate - 11-13-16					
Current Budget = \$1,195,000 - \$1M (construction)+ 80,000 (design) + \$115,000 (energy)					
		Original Estimate		Current Expectations 10/30/16	
		Design	Construction	Design	Construction
Task #	Task Description	Budget	Budget	Budget	Budget
1	Replace all floor coverings	\$3,000	\$25,000	\$3,000	\$25,000
2	Second floor expansion (2000 SF)	\$41,500	\$424,500	\$80,000	\$768,508
3	Repaint/stain exterior	\$3,000	\$40,000	\$3,000	\$40,000
4	Repaint interior, wall protection in bays	\$2,500	\$25,000	\$25,000	\$20,000
5	Replace the slab flooring in Bays 2 & 3	\$3,000	\$25,000	\$0	\$38,000
6	Pavement/drainage improvements ERS	\$1,500	\$85,000	\$0	\$80,000
7	Vehicle exhaust system in the bays	\$7,500	\$30,000	\$0	\$25,000
8	Remodel the kitchen facilities	\$5,000	\$25,000	\$3,000	\$15,000
9	Exterior stairs (west & east side of building)	\$5,000	\$30,000	\$2,500	\$20,000
10	Unheated covered enclosed parking	\$8,000	\$80,000	\$0	\$80,000
11	Interior/exterior energy efficient fixtures			\$0	\$45,000
12	Convert to natural gas	-		\$0	\$75,000
Totals		\$80,000	\$789,500	\$116,500	\$1,231,508
Fixed Fee (6%)		\$0	\$47,370	\$0	\$53,190
Contingency		\$0	\$83,687	\$0	\$75,000
Total Project Cost		\$80,000	\$920,557	\$116,500	\$1,359,698
			\$1,000,557		\$1,476,198

Scope of Work needs to be reduced or additional funds appropriated.

MORGAN PARTNERSHIP LLC

November 3, 2016

Katie Koester, City Manager
City of Homer
491 E. Pioneer Avenue
Homer, Alaska 99603

Re: 2017 Proposal Withdrawal

Dear Mrs. Koester:

Please accept this letter as confirmation of withdrawal of our 2017 proposal for lobby services dated September 28, 2016. Linda and I have very much enjoyed working with you, Council members and your professional staff to advance the priorities of the City of Homer. We wish you continued success.

Sincerely,

A handwritten signature in dark ink, appearing to read "Yuri Morgan", with a long, sweeping horizontal line extending to the right.

Yuri Morgan