

# City Council

Monday, August 14, 2017

Worksession 4:00 p.m.

Committee of the Whole 5:00 p.m.

Regular Meeting 6:00 p.m.



City Hall Cowles Council Chambers  
491 E. Pioneer Avenue  
Homer, Alaska





# August 2017

- Monday 14<sup>th</sup>:**            **CITY COUNCIL**  
Worksession 4:00 p.m. Committee of the Whole 5:00 p.m. & Regular Meeting 6:00 p.m.
- Tuesday 15<sup>th</sup>:**            **CANDIDACY FILING PERIOD CLOSSES AT NOON FOR TWO CITY COUNCIL SEATS**
- Wednesday 16<sup>th</sup>:**        **PLANNING COMMISSION**  
Worksession 5:30 p.m. Regular Meeting 6:30 p.m.
- Thursday 17<sup>th</sup>:**           **PARKS ART RECREATION AND CULTURE COMMISSION**  
Worksession 4:30 p.m. Regular Meeting 5:30 p.m.
- Wednesday 23<sup>rd</sup>:**        **PORT AND HARBOR ADVISORY COMMISSION**  
Regular Meeting 5:30 p.m.
- Thursday 24<sup>th</sup>:**           **CANNABIS ADVISORY COMMISSION**  
Regular Meeting 5:30 p.m.
- Monday 28<sup>TH</sup>:**            **CITY COUNCIL**  
Worksession 4:00 p.m. Committee of the Whole 5:00 p.m. & Regular Meeting 6:00 p.m.

## REGULAR MEETING SCHEDULE

City Council 2<sup>nd</sup> and 4<sup>th</sup> Mondays 6:00 p.m.  
Library Advisory Board 1<sup>st</sup> Tuesday 5:30 p.m. with the exception of  
January April August November  
Economic Development Advisory Commission 2<sup>nd</sup> Tuesday 6:00 p.m.  
Parks Art Recreation and Culture Advisory Commission 3<sup>rd</sup> Thursday 5:30 p.m. with the exception of  
July, December, January  
Planning Commission 1<sup>st</sup> and 3<sup>rd</sup> Wednesday 6:30 p.m.  
Port and Harbor Advisory Commission 4<sup>th</sup> Wednesday 5:00 p.m. (May-August 6:00 p.m.)  
Cannabis Advisory Commission Quarterly 4<sup>rd</sup> Thursday 5:00 p.m.

## MAYOR AND CITY COUNCILMEMBERS AND TERMS

BRYAN ZAK, MAYOR – 18  
DAVID LEWIS, COUNCILMEMBER – 17  
CATRIONA REYNOLDS, COUNCILMEMBER – 17  
DONNA ADERHOLD, COUNCILMEMBER – 18  
HEATH SMITH, COUNCILMEMBER – 18  
SHELLY ERICKSON, COUNCILMEMBER – 19  
TOM STROOZAS, COUNCILMEMBER - 19  
City Manager, Katie Koester  
City Attorney, Holly Wells

<http://cityofhomer-ak.gov/cityclerk> for home page access, Clerk's email address is: [clerk@ci.homer.ak.us](mailto:clerk@ci.homer.ak.us)  
Clerk's office phone number: direct line 235-3130





MAYOR BRYAN ZAK  
COUNCIL MEMBER DAVID LEWIS  
COUNCIL MEMBER CATRIONA REYNOLDS  
COUNCIL MEMBER DONNA ADERHOLD  
COUNCIL MEMBER HEATH SMITH  
COUNCIL MEMBER TOM STROOZAS  
COUNCIL MEMBER SHELLY ERICKSON  
CITY ATTORNEY HOLLY WELLS  
CITY MANAGER KATIE KOESTER  
CITY CLERK MELISSA JACOBSEN

### **WORKSESSION AGENDA**

- 1. CALL TO ORDER, 4:00 P.M.**
- 2. AGENDA APPROVAL** (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual, pg. 5)
- 3. MEMORANDUM 17-112 FROM CITY MANAGER RE: POLICE STATION WORKSESSION**  
Page 7
- 4. Resolution 17-074**, A Resolution of the City Council of Homer, Alaska, Authorizing Stantec Architecture to Prepare 10% Concept Design Including Preliminary Cost Estimates for Three Options for Construction of a New Police Station and Scheduling a Facilitated Worksession with Council. Aderhold. Page 187  
  
**Resolution 17-074(S)**, A Resolution of the City Council of Homer, Alaska, Authorizing Stantec Architecture to Prepare 10% Concept Design Including Preliminary Cost Estimates for Three Options for Construction of a New Police Station and Scheduling a Facilitated Worksession with Council. Aderhold. Page 191  
  
**Resolution 17-074(S-2)**, A Resolution of the Homer City Council Directing the City Manager to Hire a Local Skilled Facilitator and Schedule a Worksession to Build Consensus Among Councilmembers Regarding the Site and Building Concept for a New Police Station. Aderhold. Page 195
- 4. COMMENTS OF THE AUDIENCE**
- 5. ADJOURNMENT NO LATER THAN 4:50 P.M.**  
Next Regular Meeting is Monday, August 28, 2017 at 6:00 p.m. Worksession at 4:00 p.m. and Committee of the Whole 5:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.





# City of Homer

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

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## Memorandum 17-112

TO: Mayor Zak and Homer City Council  
FROM: Katie Koester, City Manager  
DATE: August 9, 2017  
SUBJECT: Police station worksession

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The purpose of this memo is to address questions Councilmembers had regarding the construction of a new police station in order to facilitate the August 14<sup>th</sup> worksession. Thank you for the comprehensive set of questions. I hope they provide a foundation for a productive conversation.

### HERC

- 1. Allowable uses.** It is my understanding that any change in use from education requires fire marshal review. The extent of the upgrades required is unclear, but at a bare minimum installing sprinklers would be required. The more public the facility is, the more the Fire Marshal will require compliance with current code. Any modifications made to the building (moving walls, etc.) also trigger code compliance. It is hard to tell what the Fire Marshall would require without a proposal for review. The estimate from STANTEC for Resolution 17-074 included review of requirements from the Fire Marshall.
- 2. Cost to Upgrade.** Depends on what space you want to upgrade, how, and for what use. Upgrades range from a few low or no cost items that could allow minimal occupancy of the former shop room downstairs in the HERC, to the \$129,500 estimate to increase capacity downstairs at the HERC by installing sprinklers, to an over \$10m renovation to turn the HERC into City Hall (architects estimate from 2007). Keep in mind that deferred maintenance eventually needs to be addressed at the HERC. This is a 60-year old facility and the City has been investing only the bare minimum in it for years as its status has been up in the air. An example of immediate deferred maintenance needed is a new roof. I have included a rough cost estimate from Klauder and Company Architects in 2012 that outlines what it would take to give the building new life without much change to the existing building layout. At the time, this analysis was done for use as a Boys and Girls Club downstairs and Community Recreation space upstairs. ADA, mechanical and structural improvements were estimated at \$10 million. The analysis provides a good overview of the challenges the building faces and is recommended reading for anyone struggling with why we are not able to fully utilize that space.
- 3. Needs for the community in the next 5 years and income potential for Community Recreation.** The Parks, Arts, Recreation and Culture Needs Assessment conducted in 2015 concluded that the most pressing recreational/cultural need in Homer was for a general purpose gymnasium and

multipurpose space for dance, martial arts, performing arts and community events. The study further recommended the City should explore ways to keep the HERC open while other options for meeting that need are explored. What about income potential? Community Recreation estimates the City made \$9,000 in 2016 using the HERC gym. If expansion to the adjacent shop room were permitted by City Council and approved by the Fire Marshal, estimated additional income ranges from \$3,000- \$4,000. Keep in mind the HERC costs between \$40,000 to \$60,000 a year to keep in warm status (minimal heat and electricity).

## **Income for New Police Station**

1. What funds do we have on hand?
  - a. Police station fund:
    - i. \$88,000 remaining from original public safety building project budget
    - ii. \$1,173,864 transferred with dissolving Permanent Fund
  - b. Police depreciation: \$298,609
    - i. This fund is used for equipment purchases, radios and any capital needs of the department except vehicles. Council transferred \$200,000 into police depreciation during the 2017 budget cycle.
  - c. General Fund Balance: Approximately \$5m
    - i. Keep in mind the fund balance acts much like our short-term savings account. A conservative rule of thumb is half a year operating budget for general fund, or approximately \$6million. The fund balance could be drawn down below that, but it depends on how we use the account. If it is used for large unscheduled purchases, it needs to be healthier (for example, fire hall renovations and SPARC). If the reserve is healthy and this is truly just an emergency fund, the fund does not need to be as large. Another important indicator for the fund balance is how stable tax revenues are. The attached chart depicting the historical property and sales tax revenue shows a stable revenue with a consistent, if small, increase from year to year.
2. **Grants.** There are minimal grant opportunities available for the project at this time. See the attached memo from Special Projects and Communications Coordinator for more detail. I would recommend applying to the USDA Community Facilities Grant (\$50,000 max) for a portion of the furniture instead of building costs to avoid strings attached with putting USDA funds towards construction.
3. **State/Borough.** As you are aware, the State has gone 3 years with almost no general fund capital budget except to match federal dollars. A state General Fund capital budget has to return at some point as it is an important component of our state economy, however I don't anticipate projects being funded by the state in the immediate future. Nevertheless, the more prepared we are, the more able we will be to take advantage of opportunities. The Borough does not have police powers and would likely argue it is beyond their responsibilities as a second-class borough to contribute to funding a police station. Combined with their fiscal deficit, it is unlikely to get a capital commitment from the Borough.
4. **Other user groups.** The state pays for approximately half of the jail budget through the Department of Corrections to cover state prisoners from the surrounding area. The State Troopers pay \$36,000 a year for use of the facility when they are around. No organization is statutorily obligated to contribute to funding of the operating or capital budget of the Police Department.



## Phasing (see memo from Chief Robl for more information)

1. **What are the absolutely essential space needs?** Chief Robl spend significant time analysis bare minimum space needs with the assumption of phasing in the future. This assessment would need to be refined with the help of an architect. The space needs below do not include mechanical and hallways, which is a 10- 15 % additional square footage adjustment.

Jail, five cells, visitation, interview room, jail support.	1,800 sf
Dispatch, mail room, copy, storage, support, IT, radios, Lobby.	1,250 sf
Investigation/patrol, offices, storage, training, meeting.	1,940 sf
Physical training, lockers, showers, storage.	1,200 sf
Evidence receiving, processing, storage.	1,800 sf
Vehicle evidence processing.	340 sf
Gun cleaning, storage.	240 sf
Support, janitorial, rest rooms, break area.	200 sf
Sub total	8,770 sf
Total with 10% additional square feet for mechanical and hallway	<b>9,647 sf</b>

2. **What are needs for the second phase (urgent space needs)?**

Special time and attention needs to be devoted to the design of the new station to facilitate potential expansion. There are some spaces that do not lend themselves easily to expansion.

Jail - Provide a sally port.	439 sf
Investigation/Patrol – Increase training/briefing area.	400 sf
Dispatch - Increase main dispatch area.	200 sf
Exercise - Increase gym area; add separate female locker/shower area.	532 sf
Evidence – add boot wash/raingear/decontamination areas.	115 sf
Storage – Increase storage space throughout the building.	300 sf
Total	<b>1,986 sf</b>

3. **What are wants that could enhance our services (Important space needs)?**

Jail – Hard interview room, laundry, defined intox area, drug investigations.	390 sf
Investigation/Patrol – Additional office spaces	460 sf
EOC/Mat room	900 sf
Evidence Storage – Increase long-term storage area.	400 sf
Vehicle Evidence Processing – Provide space for two bays.	360 sf
Gun Range – Four shooting lanes	2,500 sf
Total	<b>5,010 sf</b>

## Other

### 1. Could the existing HERC site be downsized/phased?

Yes. What that would look like would need to be analyzed by an architect. Generally speaking, the HERC square footage could be repurposed at \$150/sq foot as long as it would not be used by the public. A generous estimate for new construction (not site prep, design or engineering) is \$435/ sq foot.

### 2. What would the project owe HART for purchase of the 'Waddell Lot.': \$258,000

The lot was purchased for \$800,000. HART paid for \$258,000 and the remainder was paid for through the legislative grant. Ordinance 15-30 includes a whereas that the funds generated from the sale of the remaining parcel and the cabins will be distributed back into the grant project account and the HART fund, in generally the same proportion.

## Conclusion

A basic, pared down police station can be built for significantly less than \$9million if it is designed carefully with special attention given to phasing for future anticipated growth. If the Waddell lot is chosen, basic assumptions include no deep subsurface organics and being able to obtain a Conditional Use permit. The cost estimate attached budgets a 9,647 square feet building with a detached garage/covered parking bay at \$6,894,900.

There is value in continuing to consider the HERC site, even with a reduced budget. Keep in mind, if we build on a new site we will have 2 decrepit buildings to deal with: HERC and the old police station. There are operational and opportunity costs with both of these. Dedicating the downstairs of the HERC as a community space fills an important need that will be expensive to replace in a separate new facility. However, in order for Council to seriously consider repurposing HERC, you need a solid answer to the questions of what requirements the fire marshal would put on the repurposed space and how much that would cost. If HERC remains on the table, I would like the authorization to work with the architects to provide you an answer to that question.

Enc:

Cost and Funding Analysis for Phased Police Station 8.9.17  
HERC Building Analysis from Klauder & Company Architects, Inc.  
2017 Budget Property and Sales Tax History Graphs  
Memo from Special Projects Coordinator on Possible Grant Funding  
Memo from Chief Robl on Phasing  
Memo from Police Station Task Force  
Info on prefab facilities from PS task force  
Revenue options spreadsheet

REVENUE OPTIONS updated for 2017 Police Station Committee

REVENUE	ANNUAL \$ VALUE 2016	PRO	CON	BARRIER	HOW WOULD BECOME EFFECTIVE	RESPONSE FROM PUBLIC	NOTES
<b>BOROUGH ACTION REQUIRED</b>							
<b>Raise Sales Tax Cap from \$500-1000</b>	Under KPB ordinance, \$150,000 after rent exempted	Instituted Borough wide.	Burden on businesses, especially those that sell large items.	There may be little appetite from the Borough to try again.	Ordinance by Borough and vote (note, it can be implemented w/o a vote, but the last proposal put a vote to Borough residents).	Town Hall: 80% positive response; Online survey: 39.83% selected option	Borough voters failed an attempt in 2016 to increase the sales tax cap and eliminate sales tax on residential rent
<b>Bed Tax</b>	\$120,000 per 1%	Captures revenue from visitors.	Targets one industry. Argument revenue should be dedicated to economic development. Not significant revenue unless very high.	Requires Borough action.	Borough would need to allow COH to institute a tax OR pass one themselves. Then would need a vote. Borough appetite for bed tax seems low. If Borough allowed City to collect tax, we would have to get in the business of tax collection. May be a possibility to collect as an excise tax.	Town Hall: 81% positive response; Online survey: 65.41% positive response	Estimate provided by KPTMC in 2012.
<b>COUNCIL ACTION REQUIRED</b>							
<b>Eliminate COH \$20,000 Property Tax Exemption for Primary Residence</b>	\$94,000	Can be implemented by Council.	Burden is on year round City of Homer residents. Does not raise much revenue.		Requires Council action only.	Town Hall: 42% positive response; Online survey: 25.79% selected option	The City cannot exempt more than \$50,000 on primary residence. Currently we exempt the first \$20,000, but could exempt less. The \$94,000 figure eliminates entirely the exemption for primary residence.
<b>Raise Property Tax 1 Mill</b>	\$717,500 per mill based on 2016 valuation	Can be implemented by Council.	Increases taxes on residents when many of the services City provides are to entire Homer area.		Council pass a resolution by July 1, 2017 increasing the mill rate.	Town Hall: 65% positive response; Online poll: selected by 24.74% of respondents	Currently COH taxpayers pay 4.5 COH, 4.5 KPB and 2.3 SPH (total 11.3). According to HCC if property taxes increase to 6 mills, sales tax is eliminated.
<b>VOTER ACTION REQUIRED</b>							

**REVENUE OPTIONS updated for 2017 Police Station Committee**

REVENUE	ANNUAL \$ VALUE 2016	PRO	CON	BARRIER	HOW WOULD BECOME EFFECTIVE	RESPONSE FROM PUBLIC	NOTES
<b>Raise Sales Tax .5%</b>	\$846,909 based on 2016 actual	Raises sufficient funds to bring City close to closing the gap. Taxes non-residents who use City services.	Places burden on local business. Makes rents more expensive.	Need a vote of City residents.	Council would pass an ordinance to increase the sales tax before the end of July 2017 for consideration at regular election	Town Hall: 85% positive response; Online survey: 35-43% selected option	. Current COH sales tax is 4.5% COH and 3% KP.B.
<b>1% seasonal sales tax increase (6 months of year)</b>	\$1,222,000	Captures more visitor revenue. Closes gap.	Burden on local businesses.	Need a vote of City residents.	Council would pass an ordinance to increase the sales tax before June for consideration at regular election	Not polled	Based on 2015 sales tax revenue.
<b>4% Bed Tax</b>	\$500,000- \$580,000	Paid for by non-residents	Targets one industry. Argument revenue should be dedicated to economic development/ visitor promotion	Needs Borough Assembly and voter approval	Borough assembly would pass ordinance August 15, 2017. Borough voters would vote in October. City Council would need to pass authorizing ordinance. Effective date not until April of 2018.	Not polled	Based on KP.B estimates for 2017



**CITY OF HOMER**  
**POLICE DEPARTMENT**

4060 HEATH STREET HOMER, AK 99603-7609

EMERGENCY 911  
TELEPHONE (907) 235-3150  
TELECOPIER (907) 235-3151

## MEMORANDUM

DATE: July 31, 2017  
TO: Katie Koester, City Manager  
FROM: Mark Robl, Chief of Police  
SUBJECT: New Police Station

Before the city proceeds to having any type of plans drawn for a building on the Waddell property, I recommend a site analysis be completed. We need to determine if there will be any unusual and extreme costs associated with building on the site due to poor site conditions.

Planning for the possibility of adding on to this new building in the future is crucial. Phasing the construction properly could allow us to build what we can afford now and accommodate unexpected and unknown needs in the future. To be expandable, the design needs to be very intelligent and will probably cost more than a conventional design process. I think the spaces for dispatch will be the most difficult to add onto later and hopefully the estimate I have made for dispatch will not require an addition in the future.

I have been asked to provide square footage estimates for preliminary planning purposes. Coming up with these estimates is difficult. I cannot visualize how different spaces might be used for multiple purposes as this is somewhat determined by the floorplan. I am also unable to predict how much space is required for hallways and essential utility needs such as mechanical, electrical, ventilation and plumbing. Functional integration in the plan will reduce square footage needs. In addition to a new building for the police department, we need to remember to plan for separate storage buildings for lost and found property, police vehicles and equipment and our emergency generator. The emergency generator currently on our site provides back-up power to both the police station and the fire station. When it is moved the fire station will not have any back-up power in the event of an outage. We also need to plan for adequate parking on site. I think the most accurate way to determine square footage requirements will be to sit down with an architect or draftsman and actually sketch out some rough floor plans. I have thought through my square footage projections once again. I ask that they be viewed as estimates. My current estimate is we can fit our essential needs in a building of approximately 9,000 to 10,000 square feet and it should be able to accommodate the police department for quite a few years. The budget will have to be able to handle our other storage buildings/garages and emergency generator move.

**Estimated Space Needs**

Jail, five cells, visitation, interview room, jail support.	1800
Dispatch, mail room, copy, storage, support, IT, radios, Lobby.	1250
Investigation/patrol, offices, storage, training, meeting.	1940
Physical training, lockers, showers, storage.	1200
Evidence receiving, processing, storage.	1800
Vehicle evidence processing.	340
Gun cleaning, storage.	240
Support, janitorial, rest rooms, break area.	200
 Total	 8770

## Phasing

For the future, I think the building should be designed with the ability to accommodate the following space additions. I will not attempt to estimate these space needs. I prefer to identify them now and let the future determine what size they'll need to be. I suggest the site plan allow for an increase in the size of the building by approximately 50% to 70%.

Jail - provide a sally port.

Jail - plan for the possibility of additional cells, storage and interview spaces.

EOC – plan for adding on an emergency operations center.

Evidence – additional evidence storage, vehicle processing, evidence processing.

Storage – plan for more general storage space.

Investigation/patrol – additional office spaces.

Gun Range – four shooting lanes.



## City of Homer

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

## Administration

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## Memorandum

TO: Katie Koester, City Manager

FROM: Jenny Carroll, Special Projects & Communications Coordinator

DATE: April 24, 2017

SUBJECT: Possible funding sources for Public Safety Building

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The purpose of this memo is to summarize information on potential funding sources for the Public Safety Building that has been collected over time. Generally, there is a lack of grant opportunities out there that are a 'perfect fit' for the project. Unfortunately, some of the programs that are specifically designed to help communities build public facilities have either not been funded in the last few years or the City of Homer is not eligible due to income guidelines (Community Development Block Grant, for example).

**Community Development Block Grant:** This program funds a wide range of projects, including community facilities. However, to be eligible the project has to serve a low income population or the community has to be designated as low income by HUD. Homer does not meet the income requirements making this project ineligible. Grants up to \$850,000.

**USDA Community Facilities Direct Loan & Grant Program:** This program specifically mentions public safety as an eligible project. The City has successfully applied for this grant in the past for the Library. Grant assistance (up to \$50,000 per project) is provided on a graduated scale with smaller communities with the lowest median household income being eligible for projects with a higher proportion of grant funds. Priority communities must have population of 5,500 or less and have a median household income below 80% of the state nonmetropolitan median household income. Homer does not meet the low income guideline. The project would still be eligible, there is just lower proportion of grant funds and greater hurdles. Grant funds limited to \$50,000/project.

USDA loans are for a 40 year term. Interest rate in last few years has fluctuated from 3 1/8 – 4%.

<https://www.rd.usda.gov/programs-services/community-facilities-direct-loan-grant-program/ak>

**Paul Coverdell Forensic Science Improvement Grant Program:** This competitive Department of Justice Federal program awards grants to states and units of local government for personnel, computerization, lab equipment, new facilities and accreditation to improve quality of and reduce backlogs of forensic science or medical examiner/coroner's

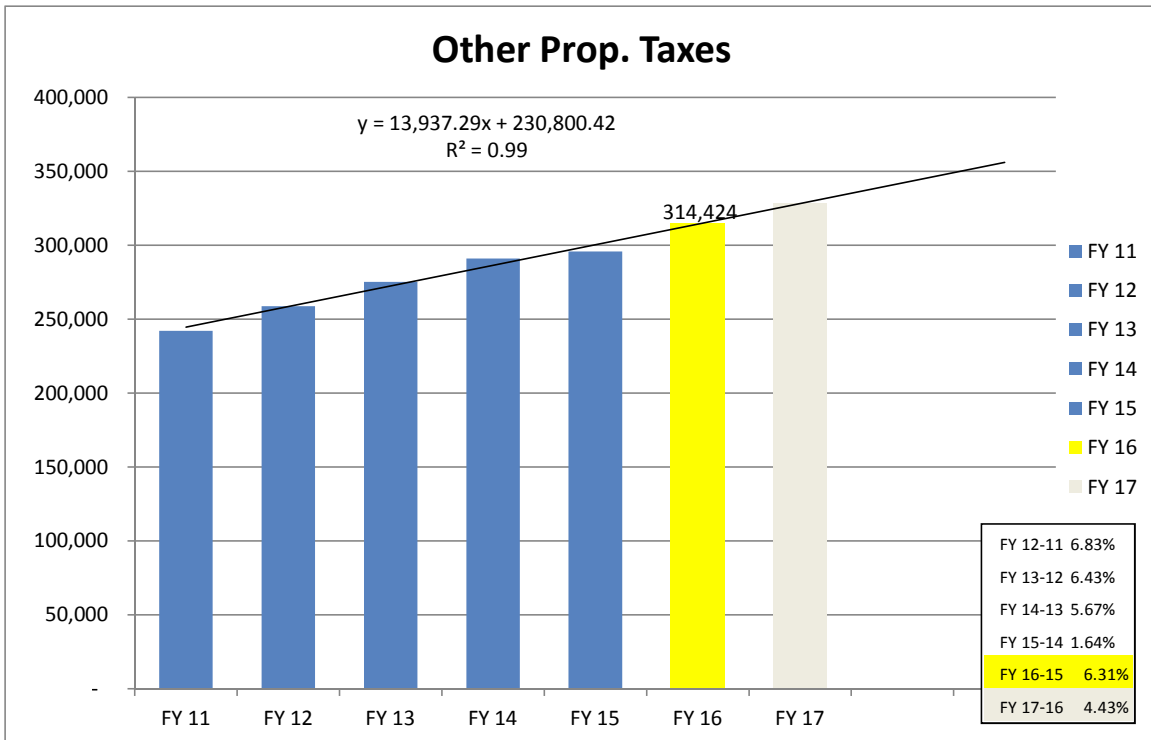
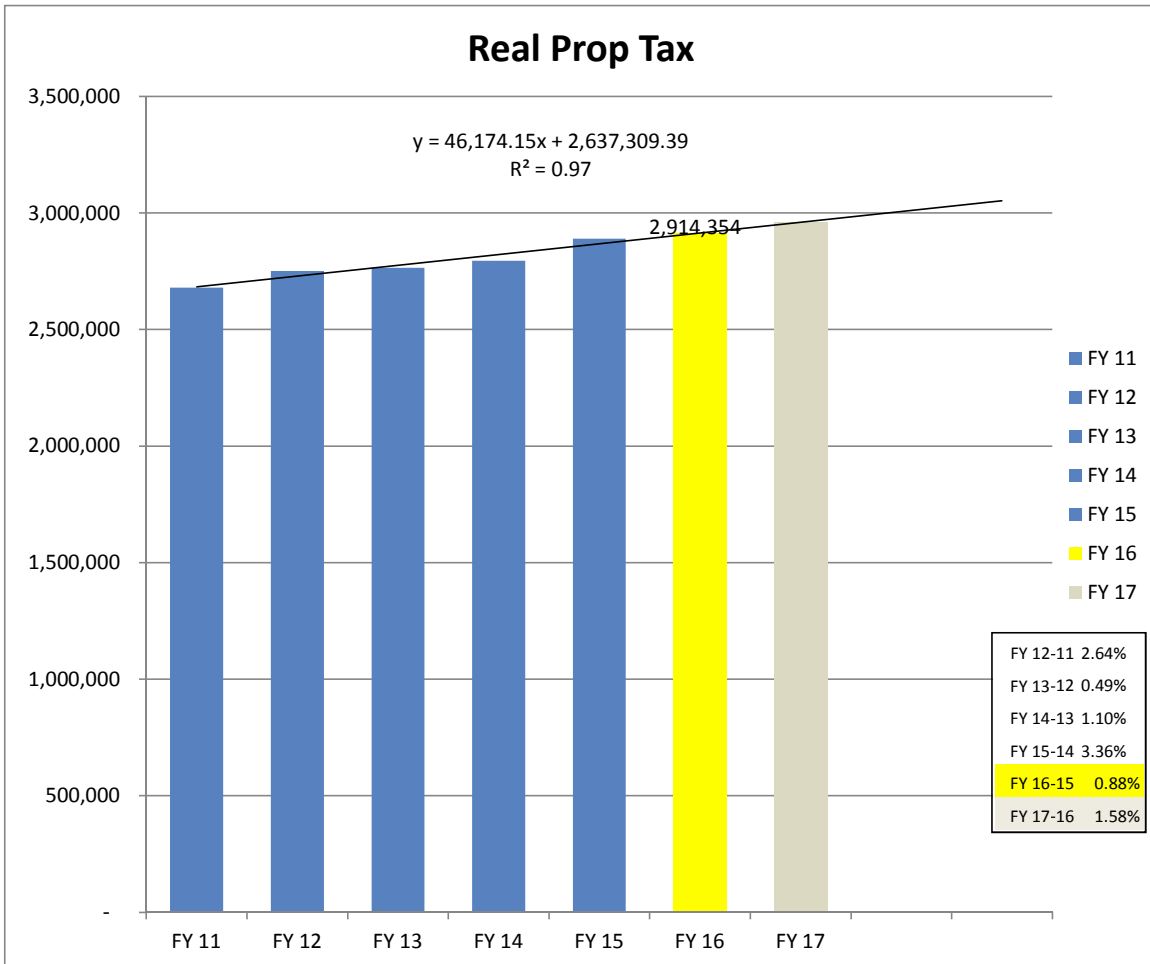
office services. However, to be eligible, applicants must be an accredited forensic science laboratory or will be applying for accreditation consistent with the Coverdell law, making Homer ineligible. Currently no full-year appropriation has been enacted for DOJ, so the amount, if any allocated to the Coverdell program is not known. For FY 2017, the maximum amount a State or unit of local government may receive in competitive funds is \$250,000.

**NRA Public Range Fund Grant Program** provides \$25,000 grants to city governments who are planning to build public ranges and who are able to provide matching funds either in cash, labor, equipment or materials. Applications are accepted on a rolling basis as funding is available. Only a limited number of grants are awarded.

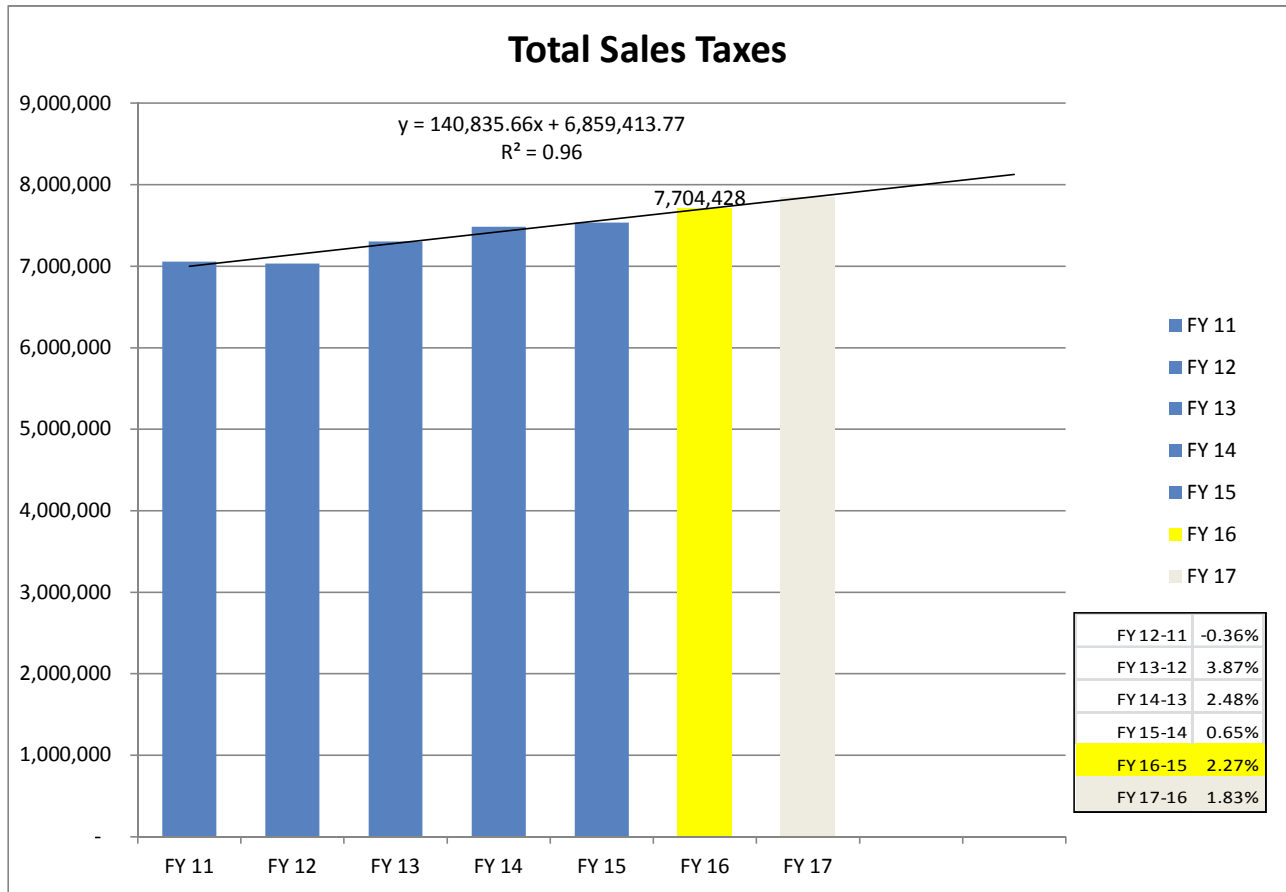
**Rasmuson Foundation** Tier 2 grant is not an option as they generally do not support projects associated with core government functions such as roads, utilities and public safety.



**City of Homer  
2017 Operating Budget**



**City of Homer  
2017 Operating Budget**



December 10, 2012

Attention: Carey S. Meyer, P.E., MPA  
Public Works Director  
3575 Heath Street  
Homer, AK 99603

RE: HERC Building Analysis

Dear Mr. Meyer.

We have been charged with the task of evaluating the condition of the existing HERC Building, located at the corner of Pioneer Avenue and the Sterling Highway. The lower level of the HERC Building is currently occupied by the Boys and Girls Club. You have asked for a report of our findings to indicate building modifications that would be required to make the building code compliant and ADA accessible based on the proposed future use. A rough order of magnitude cost estimate for making the proposed building modifications has also been requested.

It is our understanding that the proposed future use of this facility includes continued use of the lower level by the Boys and Girls Club as well as use of the upper level as a community recreation and education facility. The community recreation and education facility may include office space, classrooms for public use, public weight / exercise rooms, and rental rooms for community projects. The upper level would also house the Community Schools Program. It has also been discussed that the Parks and Recreation Department for the City of Homer could make use of office space on the upper level.

On December 4, 2012 a member from our office visited the HERC Building. We have also received several documents to review including a condition overview completed in April 2007, an ADA Compliance Report of the lower level completed in 1999, a few drawings from the 1997 remodel of the upper level for the Kachemak Bay Campus and a few drawings from the 1985 remodel of what was then called the Homer Middle School. The purpose of reviewing these documents and making the site visit was to assess the general condition of the building and determine what upgrades would be required to make the building code compliant and ADA accessible.

The building consists of three distinct spaces: the gymnasium wing (lower level), the classroom wing (upper level), and the central core (a two story space that connects the two wings). The building is sited on a hillside which allows for both the upper level and the lower level to be accessed from grade. Both levels have an entry at grade and the central core has a "split level" entry where one can enter the building at a stair landing and proceed up the upper run of stairs to the upper level or down the lower run of stairs to the lower level. Current configuration of this stairwell allows access to the upper and lower levels separately.

The Lower Level of the building is currently occupied by the Boys and Girls club and consists of a gymnasium, a boys locker room, a girls locker room, a warming kitchen, a computer room, a community room, and a boiler room that services the entire building.

The Upper Level of the building is currently unoccupied. This level has recently been used as classroom and office space for the Kachemak Bay Campus of UAA, as well as temporary office space for City employees during remodel work on other buildings. The Upper Level consists of five classrooms, a former library that has been divided into two rooms to be used as offices, a former science lab and teachers lounge that have been combined into an office suite containing six individual offices, a former teachers restroom that has been converted into an ADA accessible restroom, a women's restroom, a men's restroom, a janitor / mechanical closet, a fan room, a storage closet that is also being used as an IT closet, a former principal's office and nurse's office that have been combined into an office suite containing three individual offices and a common area, and the former school front office.

At this time, we have not had sufficient time to perform a complete review of the building to discover all of the specific items that would be required to make the building code compliant and ADA accessible. In order to give you a rough idea of the items that may need to be addressed in order to bring the building into compliance, we are providing you with the following preliminary list.

### Potential Code and ADA Accessibility Upgrade Requirements

- Site
  - Access from the lower parking lot to the lower level is not currently ADA compliant. An area in the lower parking lot would need to be paved and designated for accessible parking and a path from that area to the building would need to be graded and paved for an accessible route to the building entrance.
  - The concrete stoop outside the gymnasium emergency exit door needs to be demolished and a new stoop installed.
- Lower Level
  - The gymnasium will require a sprinkler system. This is a major item that would require installation of a lot of equipment and piping inside the building, but may also require that the water service line connecting the building to the water main be upgraded as well.
  - The boys locker room currently serves as the only men's restroom on the lower level. It only contains one toilet, one urinal, and one lavatory. This space would need to be completely renovated to add additional fixtures and to make the space ADA compliant.
  - The girls locker room currently serves as the only women's restroom on the lower level. It only contains one toilet and two lavatories. This space would need to be completely renovated to add additional fixtures and to make the space ADA compliant.
  - If the Kitchen is to be used for preparing food, then several modifications would need to be made including the installation of a vent hood with an ansul fire suppression system.
  - The interior entry door and door frame to the gymnasium are not currently fire rated and are not ADA compliant. The door and frame need to be replaced with a fire rated door and door frame that is also ADA compliant.
  - The door and door frame between the boys locker room and the gymnasium are not currently fire rated and are not ADA compliant. The door and frame need to be replaced with a fire rated door and door frame that is also ADA compliant.
  - The arctic entry doors are not currently ADA compliant. These doors will need to be replaced and reconfigured.
  - The door into the girls locker room is not currently ADA compliant. The door needs to be replaced with a door that is ADA compliant.
  - The gymnasium emergency exit door is not ADA compliant and needs to be replaced.
  - An additional emergency exit door from the gymnasium may need to be added depending on the occupant load calculation of this space.
- Upper Level
  - The doors into each classroom will need to be reconfigured in order to be ADA compliant. This will require the removal of some of the existing lockers in the hallway. Some of the doors may need to be replaced entirely.
  - The arctic entry doors are not currently ADA compliant. These doors will need to be replaced and reconfigured.
  - The doors into both the men's and women's restrooms are not currently ADA compliant; however, a separate ADA accessible restroom has been provided on the upper level. Some minor items will need to be addressed in the ADA accessible restroom to meet current ADA standards.
- Mechanical (based on the 2007 report, a mechanical engineer should review the existing conditions to indicate other items that may not be code compliant)
  - The existing low slope roof contains interior roof drains; however, it does not include the overflow roof drains that are required by code. These drains would need to be installed.
  - The existing ventilation and exhaust system should be checked to ensure that the code required amount of ventilation is being met for each space.

- Electrical (based on the 2007 report, an electrical engineer should review the existing conditions to indicate other items that may not be code compliant)
  - The emergency egress lighting system needs to be checked for code compliance.
  - The exit signs in the building need to be upgraded to meet the current code requirements.
- General Items
  - The door hardware for each door needs to be reviewed to ensure that it is ADA compliant.
  - All three arctic entries to do not have sufficient space between the sets of doors to make them ADA compliant. Either moving the interior set of doors further into the building, or moving the exterior set of doors further out would not only make these entries compliant, but would also improve their function to minimize the amount of cold air that enters the building when the exterior set of doors is open.
  - The handrails for both the interior and the exterior stairs at the split level entry are not currently code compliant.
  - Both locker rooms on the lower level are currently being utilized as storage spaces. If the locker rooms are remodeled, then another space would need to be dedicated for storage of this equipment.

### **Potential Energy Efficiency Upgrades**

Another major item to consider in planning for the future use of the HERC building is energy conservation. According to the 2007 report, the insulation in the exterior wall assembly has an r-value of no more than R-5 and the insulation in the roof assembly has an r-value of no more than R7. The 2009 International Energy Conservation Code recommends an R-21 for wood framed wall assemblies and an R-49 for roof assemblies for current construction in our region. In order to efficiently operate this building as a public use facility, major modifications would have to be made to the roof structure so that the R-value of the roof could be increased. The existing windows appear to be original and new energy efficient windows would greatly enhance the buildings energy performance. The 2007 report also recommended upgrading the buildings heating and ventilation controls, ventilation and exhaust equipment, plumbing fixtures and faucets, and lighting system to make the building more energy efficient.

### **Potential Structural Upgrade Requirements Due to Increased R-Values**

A limited structural inspection of the HERC facility was performed on February 26, 2007. The purpose of the visit was to assess the general condition of the building and to determine if structural upgrades will be required to provide increased energy efficiency and to convert the space to house City government functions.

The 2007 report was re-evaluated in light of the proposed continued use of the lower level by the Boys and Girls Club and use of the upper level as a community recreation and education facility instead of converting the space to house City government.

The increased snow load requirement and provision of an improved thermal envelope will result in the need to increase the structural capacity of the roof framing.

#### Class Room Wing 99' x 63'

In the classroom area, this could be accomplished by adding additional lines of beams and columns to reduce the tributary load area for existing beams.

The structural capacity of the roof diaphragm will need to be augmented by adding a layer of plywood sheathing over the existing tongue and groove sheathing. Existing roofing materials and roof insulation will need to be removed in order to apply the new plywood sheathing directly to the existing decking.

The shear capacity of the existing interior corridor bearing walls will need to be increased in order to handle the increased seismic loading. Gypsum wallboard will need to be removed in order to expose the wood framing and to apply plywood sheathing and seismic hold downs.

#### Central Core 25' x 111'

The snow load capacity of the roof in the central core area will need to be increased if additional insulation is added to the roof in order to reduce energy consumption. The most practical way to provide additional capacity may be to add a vaulted roof over the central core. The roof could be vaulted with wood trusses designed to span across the 25 foot dimension of the core. The trusses would be supported on existing concrete walls.

#### Gymnasium 97'x63'

The load capacity of the gymnasium roof could be increased by adding bar joists between the existing bar joists. Adding joists between the existing joists will reduce the tributary loading area and will increase the load capacity of the roof. The new joists will need to be supported at each end by new structural steel columns located under each joist at the interior face of the perimeter walls. It would also be necessary to remove the existing roof membrane and insulation and then overlay the existing decking with a layer of plywood sheathing to create a roof diaphragm to support increased seismic loads. The new columns would be supported by new square concrete pad footings cut into the existing floor slab.

The lateral load capacity of the existing walls is probably adequate to meet current codes.

### **Potential Structural Upgrade Summary**

1. Increased snow load will require structural upgrades to roof framing in the Classroom, Central Core and Gymnasium areas.
  - a. Classroom:
    - Add:
      - (24) glulam beams, 36' long, 6 3/4" x 24" (Under exist roof decking)
      - (48) Wood Posts 6x6
      - (48) footings 3'x3'x12" with (4) #5 rebar each way
      - 3/4" T&G plywood sheathing. 97'x 63' (Added over existing roof decking)
      - 100 lf plywood shear walls.-remove gypboard, add plywood add ne gypboard
  - b. Central Core: Vaulted Roof Structure
    - Add:
      - Vaulted trussed roof with 3/4" plywood sheathing. 4:12 pitch, 25' span length gable trusses at 24" o/c. 56 required at 24" o/c to cover 111'. Add metal roofing over plywood sheathing.
  - c. Gymnasium:
    - Add:
      - (12) 32LH 09 Bar Joists at 8' o/c
      - (24) HS8x8x3/8 columns
      - (24) 4'x4'x16" thick concrete footings with (5) #5 rebar each way, cut into existing slab.
      - Add 3/4" plywood sheathing over existing roof decking

### **Summary**

Due to the age of the building, a Hazardous Materials study and testing will need to be completed prior to making any modifications to the building. We recommend that this study be completed as soon as possible as it could have major implications on planning the future use of this facility.

The Condition Overview and Order of Magnitude Cost Estimate completed in 2007 was a study of what upgrades would be required to convert the existing HERC building to house City Government functions.

This was a fairly major change from the buildings existing layout as a school building to a civic office building. Our task now in 2012 is to investigate what it would take to give the building new life without much change to the existing building layout. Converting the building to house City Government functions did not prove to be very economical according to the 2007 report; however, repurposing the facility for a use compatible with its current layout would not require as many changes and may prove to be more economical.

In compiling this report, we have only been able to offer limited time, effort and resources and do not feel we have adequate information to offer a final recommendation. In order to determine if this project should be pursued further, a more detailed level of study needs to be completed to better understand actual costs involved. In addition to more carefully defining actual costs, an assessment of the political environment for available funding needs to be considered. The cost of a complete renovation of this building will most likely be the same cost per square foot for construction of a new building. If this turns out to be the case we would recommend construction of a new facility. However, if funding is available for renovation projects and is not available for new construction then that would need to be considered in the decision process. In conclusion, it is too early for us to make a final recommendation, but we believe this project is worthy of a more detailed study, if funding is available for renovation projects.

Sincerely,



Peter Klauder, President and Principal Architect  
**Klauder & Company Architects, Inc.**

Bill Nelson of Nelson Engineering also contributed to this preliminary report letter.

Attachments:

- 1227 HERC Building Analysis - Order of Magnitude Cost Estimate





**HERC Building Analysis  
Order of Magnitude Cost Estimate**

**April 24, 2013**

**Building Areas**

Gym Area	5,700 SF
Lower Level Area	2,800 SF
Upper Level Area	8,300 SF
<b>Total Building Area</b>	<b>16,800 SF</b>

Description	Quantity	Units	Unit Cost	Totals	Total Required for		Total Recommended for Building Performance
					Code and ADA Compliance	Building Performance	
<b>Sitework</b>							
Walkway	625	SF	\$9.48	\$5,926	\$5,926	\$0	\$0
HCP Paving	1,000	SF	\$4.48	\$4,481	\$4,481	\$0	\$0
Stoop	28	SF	\$10.00	\$280	\$280	\$0	\$0
Regrading	3,750	SF	\$0.50	\$1,875	\$1,875	\$0	\$0
<b>Sitework Subtotal</b>				<b>\$12,562</b>	<b>\$12,562</b>		<b>\$0</b>
<b>Architectural</b>							
Replace Siding & Insulation	11,880	SF	\$52.80	\$627,264	\$627,264	\$0	\$627,264
Windows	683	SF	\$92.00	\$62,873	\$62,873	\$0	\$62,873
Renovations: Gym	5,700	SF	\$82.07	\$467,775	\$467,775	\$93,555	\$374,220
Renovations: Lower Level	2,800	SF	\$120.00	\$336,000	\$336,000	\$67,200	\$268,800
Renovations: Upper Level	8,300	SF	\$120.00	\$996,000	\$996,000	\$199,200	\$796,800
Replace Roofing Assembly, Complete	15,200	SF	\$28.00	\$425,600	\$425,600	\$0	\$425,600
<b>Architectural Subtotal</b>				<b>\$2,915,512</b>	<b>\$3,359,955</b>		<b>\$2,555,557</b>
<b>Structural</b>							
Upgrade Roof Structure	15,200	SF	\$20.00	\$304,000	\$304,000	\$0	\$304,000
Upgrade Shear Walls: Upper Level	480	LF	\$126.72	\$60,826	\$60,826	\$0	\$60,826
Upgrade Shear Walls: Lower Level	230	LF	\$126.72	\$29,146	\$29,146	\$0	\$29,146
<b>Structural Subtotal</b>				<b>\$393,971</b>	<b>\$0</b>		<b>\$393,971</b>

**HERC Building Analysis  
Order of Magnitude Cost Estimate**

**April 24, 2013**

Description	Quantity	Units	Unit Cost	Totals	Total Required for	
					Code and ADA Compliance	Building Performance
<b>Mechanical</b>						
New Sprinkler System	16,800	SF	\$4.50	\$75,600	\$75,600	\$0
New Heating Distribution System	16,800	SF	\$27.00	\$453,600	\$0	\$453,600
New Air Handlers & VAV Air Distribution System	16,800	SF	\$30.00	\$504,000	\$0	\$504,000
New Bathrooms: Lower Level	2	EA	\$91,200.00	\$182,400	\$182,400	\$0
Add Roof Overflow Drain System With Heat Trace	15,200	SF	\$4.00	\$60,800	\$60,800	\$0
<b>Mechanical Subtotal</b>				<b>\$1,276,400</b>	<b>\$318,800</b>	<b>\$957,600</b>
<b>Electrical</b>						
Replace Power Distribution System	16,800	SF	\$14.00	\$235,200	\$47,040	\$188,160
Replace All Lighting	16,800	SF	\$20.95	\$351,900	\$70,380	\$281,520
New Fire Alarm System	16,800	SF	\$3.50	\$58,800	\$58,800	\$0
New Telecom Distribution System	16,800	SF	\$6.45	\$108,300	\$0	\$108,300
<b>Electrical Subtotal</b>				<b>\$754,200</b>	<b>\$176,220</b>	<b>\$577,980</b>
<b>Subtotal</b>				<b>\$5,352,645</b>	<b>\$867,537</b>	<b>\$4,485,108</b>
<b>General Contractor Costs</b>						
General Conditions	15%			\$802,897	\$130,131	\$672,766
Hazmat Abatement (allowance)	1	LS		\$336,000	\$336,000	\$0
Contractor Overhead & Profit	8%			\$519,323	\$106,693	\$412,630
Estimating Contingency	10%			\$701,087	\$144,036	\$557,050
Total Estimated Construction Cost (2013 Dollars)				\$7,711,952	\$1,584,398	\$6,127,555
Total Construction Cost Per Square Foot (2013 Dollars)				\$459	\$94	\$365
<b>Project Costs</b>						
Permits and Fees	2%	of Const Cost		\$154,239	\$31,688	\$122,551
Design	10%	of Const Cost		\$771,195	\$158,440	\$612,755
Construction Admin & Management	6%	of Const Cost		\$462,717	\$95,064	\$367,653
Furniture, Fixtures, Equipment	5%	of Const Cost		\$385,598	\$79,220	\$306,378
1% For Art	1%	of Const Cost		\$77,120	\$15,844	\$61,276
Project Contingency	10%	of Const Cost		\$771,195	\$158,440	\$612,755
Total Estimated Project Cost (2013 Dollars)				\$10,334,475	\$2,123,187	\$8,211,288
Total Project Cost Per Square Foot (2013 Dollars)	16,800	SF		\$615	\$126	\$489

**From:** Walker  
**To:** [Renee Krause](#)  
**Subject:** Fwd: Police station, Homer,Alaska  
**Date:** Thursday, April 27, 2017 1:57:09 PM

---

Sent from my iPhone

Begin forwarded message:

**From:** "Wissmann, Mark" <[Mark.Wissmann@modspace.com](mailto:Mark.Wissmann@modspace.com)>  
**Date:** April 26, 2017 at 1:09:28 PM AKDT  
**To:** Walker <[ivorygoose@gmail.com](mailto:ivorygoose@gmail.com)>  
**Subject:** RE: Police station, Homer,Alaska

Hi Coletta,

You would probably be looking at about \$400/sqft. or so that would include delivery and set up. It was hard to tell from the drawing what some of the spaces were but that should be a good rough number. This does not include any site work or utility work or connections.

Modular can be a little more cost efficient but mostly it is time savings, the building being constructed while the site is being prepped.

I have attached a link to a video that explains the process of how the buildings are constructed noting that some of the wall depths and insulation R values are typical in the lower 48, more robust is always available.

<http://modspace.vzaar.me/1598968>

Hopefully this will help.

Thank,

Mark

Mark Wissmann  
253-395-0301 Ext 88002

---

**From:** Walker [<mailto:ivorygoose@gmail.com>]  
**Sent:** Wednesday, April 26, 2017 10:20 AM  
**To:** Wissmann, Mark  
**Subject:** Re: Police station, Homer,Alaska

Morning.

Barges/ contract/  
Samson Tug/&Barge  
800-331/3522

Ak.Marine License (AML)  
800-3268346  
[amlcsc@lyden.com](mailto:amlcsc@lyden.com)

Both request dimension & weight  
(Was told to give this info to you)  
Thank you

Coletta Walker

Sent from my iPhone

On Apr 25, 2017, at 8:52 AM, Wissmann, Mark  
<[Mark.Wissmann@modspace.com](mailto:Mark.Wissmann@modspace.com)> wrote:

Also, one other question, which barge lines service Homer?

Mark Wissmann  
253-395-0301 Ext 88002

---

**From:** Walker [<mailto:ivorygoose@gmail.com>]  
**Sent:** Tuesday, April 25, 2017 9:41 AM  
**To:** Wissmann, Mark <[Mark.Wissmann@modspace.com](mailto:Mark.Wissmann@modspace.com)>  
**Subject:** Fwd: Police station, Homer,Alaska

Sent from my iPhone

Begin forwarded message:

**From:** Walker <[ivorygoose@gmail.com](mailto:ivorygoose@gmail.com)>  
**Date:** April 25, 2017 at 8:11:41 AM AKDT  
**To:** [markwissman@modspace.com](mailto:markwissman@modspace.com)  
**Subject: Police station, Homer,Alaska**

I hope the photo is clear. I desire 10,000sq. ft building.  
Price for 6"&8" outside wall construction.  
Steel siding.  
This drawing is just a sample.  
You can go online to view drawing better this is  
Petersburg jail.  
We only need first floor.

I need general idea of price @ sq ft.

Shipped to Homer. Yes, we are seaport community.

All the information you need to sell the idea to my councilmen.

Thank you very much.

I can put the info in late folder, if necessary.

Please let me know asap.

Coletta Walker

<image001.jpg>

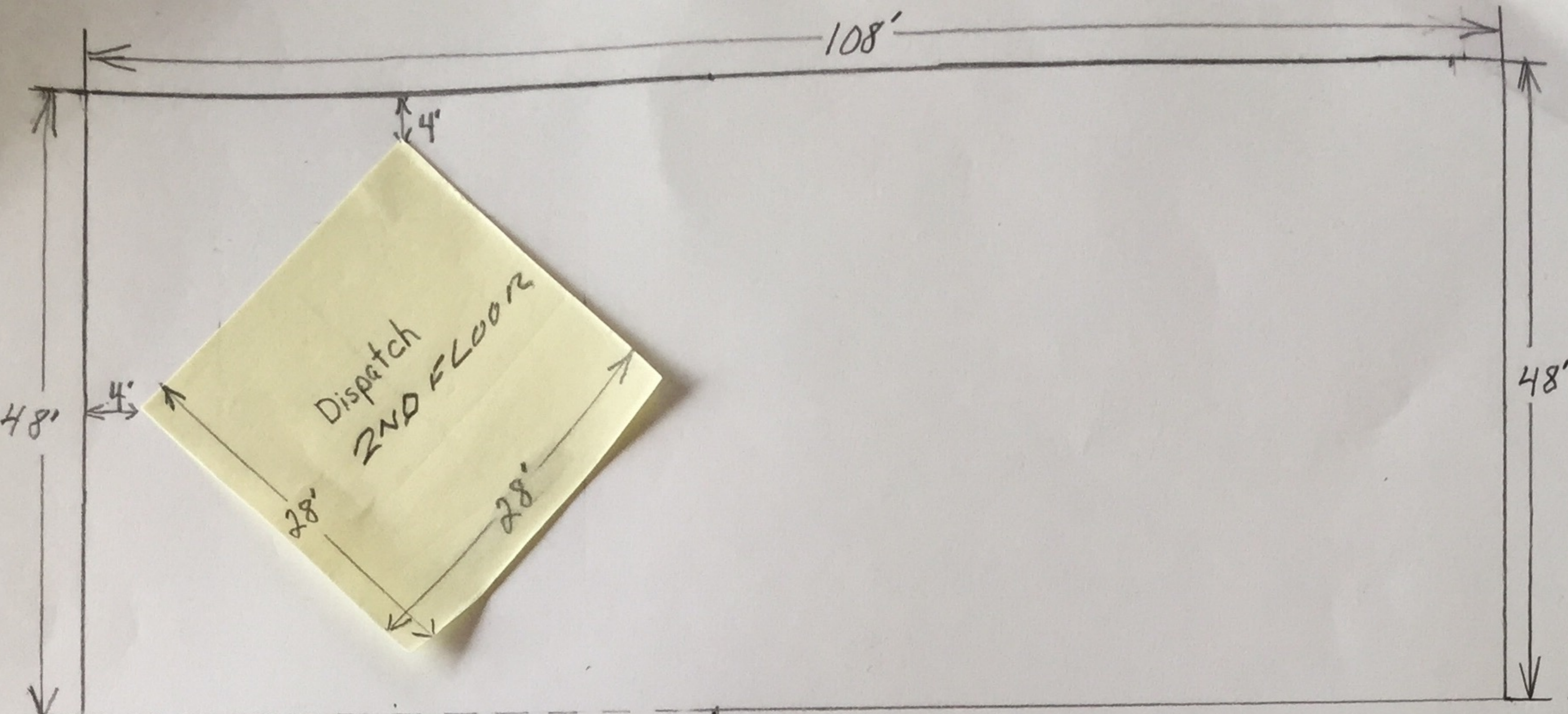
Sent from my iPhone

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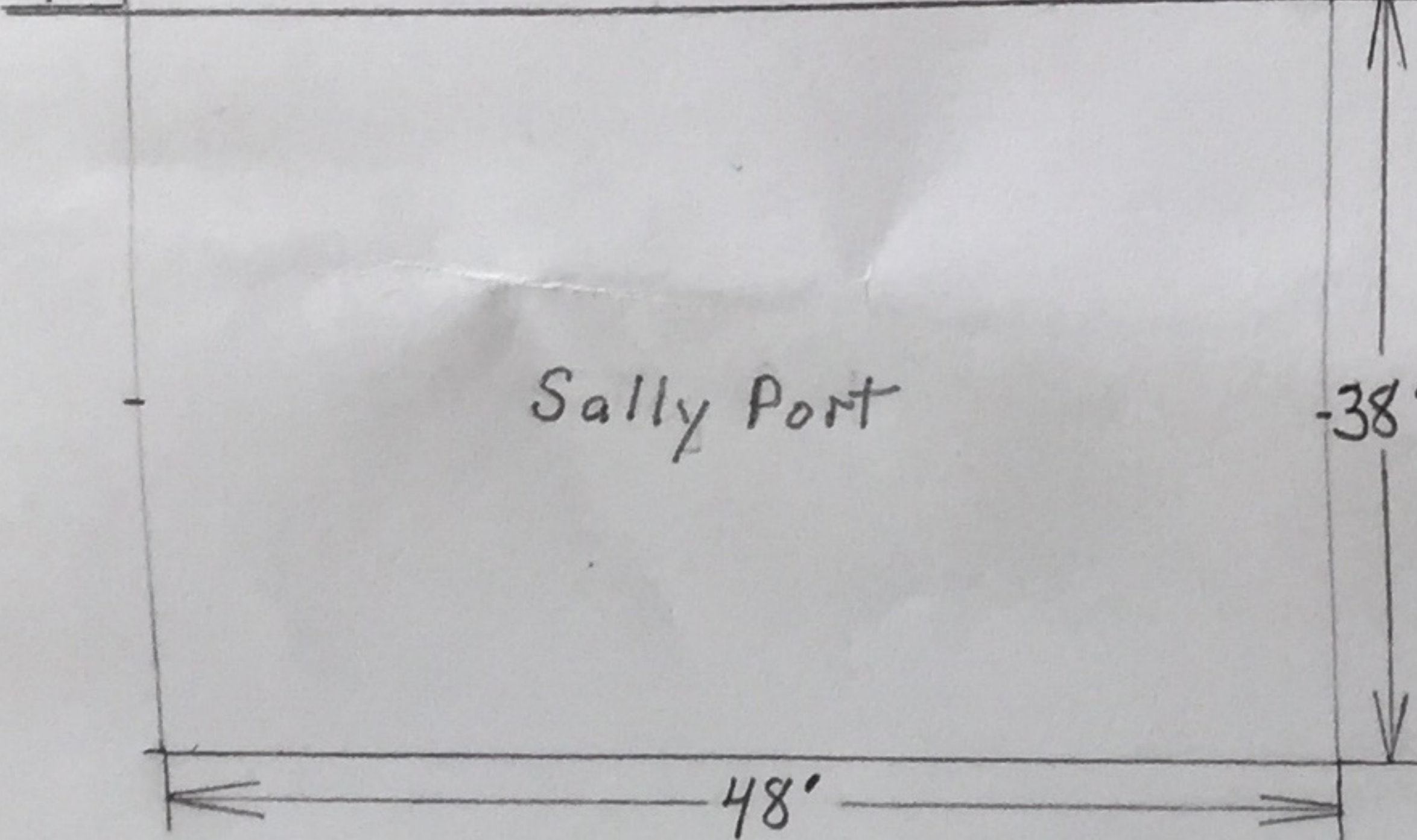
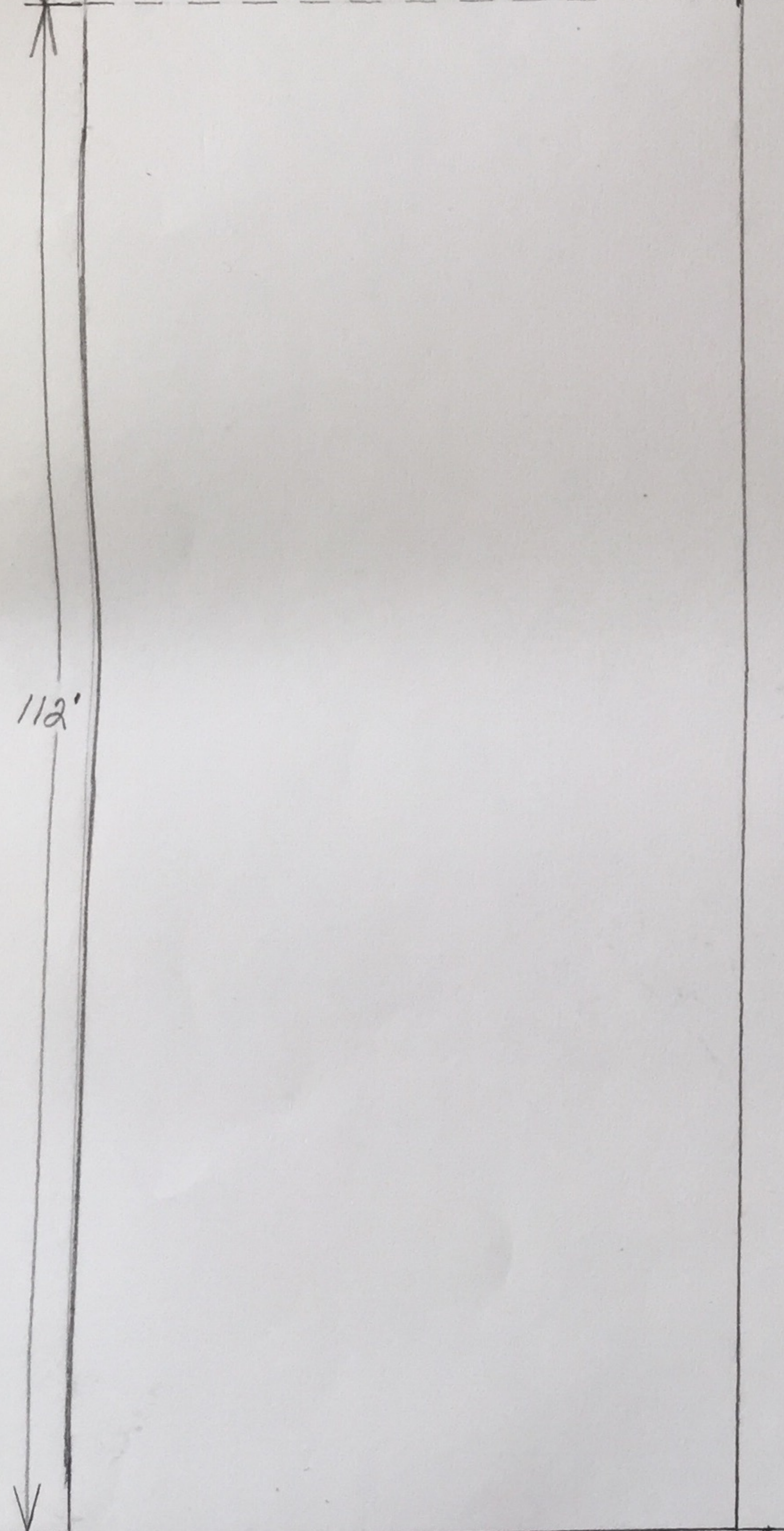
Thank you.

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784(2nd)  
5,184 sqft  
5,968 sqft



11,344 sqft  
+ 1,824  
13,168 sq.ft







COMMERCIAL & INDUSTRIAL  
PRODUCT SHOWCASE



## THE METL-SPAN® COMPANY



### A RECOGNIZED LEADER

Metl-Span® is a dynamic industry innovator dedicated to manufacturing and marketing the highest quality insulated building panel products. Since our origination in 1968, we have been pioneers in research, design, production, and sales of state-of-the-art insulated metal panels and building materials serving the commercial, industrial, and cold storage industries.



We are a recognized leader in the advancement of insulated metal panel technology. With our history of visionary product design – and by consistently setting the highest standards in technological advances – architects, designers, and builders trust Metl-Span panel products to perform reliably, be aesthetically pleasing, and come with a proven sustainability track record. Structural integrity, tireless testing, and a determination to exceed expectations are of primary focus to Metl-Span. At Metl-Span, form meets function in the most reliable, cost-effective, and energy-efficient manner possible.

Partnering with Metl-Span ensures on-time and on-budget delivery of superior building products. Our highly trained and educated group of project managers, engineers, and customer service pros provide guidance to you and your team from start to finish. Metl-Span is committed to providing you with the tools needed to incorporate our insulated panel products into virtually any building design.

### TABLE OF CONTENTS

The Metl-Span Company	2
Environmentally Connected	3
Architectural Insulated Metal Wall Panel	4–5
Profiled Insulated Metal Wall Panels	6–8
Tuff Wall® & Tuff-Cast™ Insulated Metal Wall Panels	9
CFR Insulated Metal Roof Panel	10
LS-36™ Insulated Metal Roof & Wall Panel	11
ThermalSafe® Fire Resistant Insulated Panel	12–13
HPCI Barrier™ Insulated Metal Wall Panel	14
Single-Skin Steel Panels	15–18
Colors for the Commercial & Industrial Market	19



**>> Our mission is clearly defined:** Deliver the highest quality energy-efficient solutions to insulate and protect our world.



# ENVIRONMENTALLY CONNECTED

## INSULATED METAL PANELS FOR SUSTAINABILITY AND ENERGY EFFICIENCY

Metl-Span has made available an Environmental Product Declaration (EPD) detailing the company's environmental footprint based on an ISO-compliant Life Cycle Assessment. The comprehensive declaration provides descriptions of Metl-Span products according to ISO 14025 standards and discloses all relevant environmental information.

Given today's emphasis on sustainable design and energy efficiency, there has been a proliferation of products that claim to optimize building performance. Certified EPDs provided by quality manufacturers such as Metl-Span help designers, contractors and owners accurately assess a product's impact on the environment through all phases of its life cycle.

Find your earth-friendly products at: [ENVIRONMENTALLYCONNECTED.COM](http://ENVIRONMENTALLYCONNECTED.COM)

### LEED® Gold

PROJECT: **Aerzen USA**, Coatesville, PA  
ARCHITECT: Vision Architecture, Philadelphia, PA



### LEED® Gold

PROJECT: **MCC Automotive Tech**, Manchester, NH  
ARCHITECT: Yeaton Associates, Littleton, NH



### LEED® Silver

PROJECT: **Ballard Blocks**, Seattle, WA  
ARCHITECT: Clark Design Group, Seattle, WA



### LEED® Silver

PROJECT: **Hope Lake Lodge**, Cortland, NY  
ARCHITECT: RBA Group, Charlotte, NC



## ARCHITECTURAL INSULATED METAL WALL PANEL



The Metl-Span® Architectural wall panel is ideal for high-profile applications, and may be installed vertically or horizontally. Attached with concealed clips and fasteners in the side joint, Architectural wall panels provide a beautiful flush appearance. Horizontally applied panels are available with varying side joint reveals of 1/4", 1/2", 3/4", and up to 3" in 1/2" increments.

### FEATURES & BENEFITS

The foamed-in-place technology by Metl-Span offers the most thermally efficient architectural panel available. Unlike more traditional insulation products, Metl-Span insulated metal panels are placed outboard of the structural supports, creating a continuous barrier for maximum thermal efficiency with no compressed insulation or thermal bridges.

Architectural wall panels have a specially formed barrier side joint that permits hidden application of the vapor sealant within recessed grooves. This protects the sealant from the harmful effects of extreme weather, will not attract dirt, and provides for an impenetrable water and vapor seal.

Metl-Span is dedicated to manufacturing and marketing the finest insulated building panel products. As a pioneer in insulated metal panel development for over 45 years, we continue to make many of the product design innovations and technology improvements that shape industry standards. We are constantly expanding our research and process capabilities to provide the highest quality product.

Metl-Span insulated metal panels are manufactured to exacting specifications to assure uniform quality and product consistency. The panels have an advanced urethane core with zero ozone-depleting properties which is injected in-line between two steel face sheets. The all-in-one single element panels for wall, partition, ceiling, and roof applications are economical, offer unlimited design flexibility, and are durable and quick to install.



ADAMSON HIGH SCHOOL, DALLAS, TX



### HORIZONTAL APPLICATION

Trimless ends complement the high-profile appearance of horizontally installed panels. The vertical joint in horizontal applications of the Architectural wall panel utilizes a dry gasket that helps maintain a clean, weathertight seal and remains in place even under the most severe weather conditions.

Coordinated with a variety of module widths, reveals, numerous standard colors, and post fabrication choices, the Architectural wall panel creates virtually limitless building design options.

### PANEL SPECIFICATIONS

MODULE WIDTH: 24", 30", 36"

THICKNESS: 2", 2-½", 3", 4"

LENGTHS: 8'-0" to 32'-0"

EXTERIOR FACE: Stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 22 Ga.

INTERIOR FACE: Light Mesa profile, stucco-embossed, G-90 galvanized, and/or AZ-50 aluminum-zinc coated steel in 26 Ga., 24 Ga., and 22 Ga.

PANEL JOINT: Offset double tongue and groove with extended metal shelf for positive face fastening



## PROFILED INSULATED METAL WALL PANELS

### USES & APPLICATIONS

In new and retrofit construction, Metl-Span panels function as walls, ceilings, and roofing for all types of architectural, commercial, and industrial applications. They are ideally suited for:

#### ARCHITECTURAL

- Low- and Mid-Rise Offices
- Mid-Rise Office Spandrel Panels
- Convention Centers
- Performing Arts Centers
- Arenas
- Airport Terminal Buildings
- Schools & Universities
- Religious Facilities
- Hospitals

#### COMMERCIAL & INDUSTRIAL

- Retail Buildings
- Hangars
- Prison Facilities
- Equipment Maintenance Buildings
- Manufacturing Facilities
- Warehouses
- Distribution Centers
- Self-Storage Complexes
- Utility Buildings
- Controlled Environment Buildings where temperature control and insulation values are critical

*All Metl-Span panels can be easily adapted to pre-engineered metal building designs for almost any end-use as walls and roofing – saving material, time, and labor costs.*

### FEATURES & BENEFITS

Metl-Span® profiled panels have a standard FM Approved Class 1 foam core and offer the best insulating values available today. The metal and foam composite construction creates a rigid panel far stronger than the individual parts. This increases the span capability of the panels and reduces the need for secondary structural steel components.

- Panels are lightweight and quick to install, significantly reducing construction time.
- A double tongue-and-groove offset side joint permits concealed fastening.
- Consistent insulating values are achieved with built-in thermal breaks, saving energy.



DAVIDSON CENTER FOR SPACE  
EXPLORATION, HUNTSVILLE, AL



### STRIATED WALL PANEL

The Striated insulated metal wall panel combines the aesthetics of a flat wall panel and high insulation values of a urethane core. The exterior face is lightly profiled with narrow longitudinal striations to a nominal 1/2" depth and exhibits a virtual flat appearance at a short distance.

#### PANEL SPECIFICATIONS

MODULE WIDTH: 30", 36", 42"

THICKNESS: 2", 2-1/2", 3"  
(2-3/4" thickness available from Nevada plant)

LENGTHS: 8'-0" to 40'-0" for the 30" & 36" widths, 8'-0" to 32'-0" for the 42" width

EXTERIOR FACE: Stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 24 Ga. and 22 Ga.

INTERIOR FACE: Mesa or Light Mesa profile, stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 26 Ga., 24 Ga., and 22 Ga.

PANEL JOINT: Offset double tongue and groove with extended metal shelf for positive face fastening



### CF MESA & LIGHT MESA WALL PANELS

The CF Mesa and Light Mesa insulated metal wall panels are well suited for exterior wall and interior partition applications. The lightly corrugated profile on both faces of the panel ensures symmetry from outside the building to inside, and from room to room in partition applications.

#### PANEL SPECIFICATIONS

MODULE WIDTH: For the CF Mesa and Light Mesa wall panel: 36", 42"

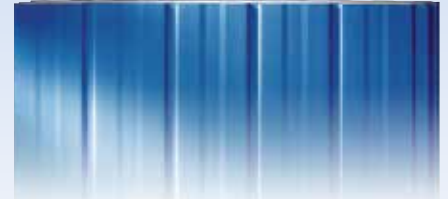
THICKNESS: CF Mesa profile, 2", 2-1/2", 3", 4", 5", 6"; CF Light Mesa profile, 2", 2-1/2", 3", 4" (2-3/4" thickness available from Nevada plant)

LENGTHS: 8'-0" to 53'-0"

EXTERIOR FACE: Stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 26 Ga., 24 Ga., and 22 Ga.

INTERIOR FACE: Mesa or Light Mesa profile, stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 26 Ga., 24 Ga., and 22 Ga.

PANEL JOINT: Offset double tongue and groove with extended metal shelf for positive face fastening



### CF FLUTED WALL PANEL

The ribbed profile of the CF Fluted insulated metal wall panel provides bold vertical lines complementary to almost any commercial or industrial building. Like the other Metl-Span CF panels, the fluted design is installed with concealed clips and fasteners in the side joint.

#### PANEL SPECIFICATIONS

MODULE WIDTH: 42"

THICKNESS: 2", 2-1/2", 3", 4", 5", 6"  
(2-3/4" thickness available from Nevada plant)

LENGTHS: 8'-0" to 53'-0"

EXTERIOR FACE: Stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 26 Ga., 24 Ga., and 22 Ga.

INTERIOR FACE: Mesa or Light Mesa profile, stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 26 Ga., 24 Ga., and 22 Ga.

PANEL JOINT: Offset double tongue and groove with extended metal shelf for positive face fastening



SHELBURNE GREEN OFFICE PARK, SHELBURNE, VT



## PROFILED INSULATED METAL WALL PANELS



### SANTA FE® WALL PANEL

The Santa Fe® insulated metal wall panel has a flat exterior profile with a heavy stucco-embossed texture that mimics the look of conventional masonry stucco. The profile is further enhanced with concealed side joint fasteners.

#### PANEL SPECIFICATIONS

MODULE WIDTH: 36", 42"

THICKNESS: 2", 2-1/2", 3", 4"

(2-3/4" thickness available from Nevada plant)

LENGTHS: 8'-0" to 40'-0"

EXTERIOR FACE: Heavy stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 24 Ga. and 22 Ga.

INTERIOR FACE: Mesa or Light Mesa profile, stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated in 26 Ga., 24 Ga., and 22 Ga.

PANEL JOINT: Offset double tongue and groove with extended metal shelf for positive face fastening



### 7.2 INSUL-RIB™ WALL PANEL

The 7.2 Insul-Rib™ insulated metal wall panel combines a traditional 7.2" rib panel design with a urethane foam core. For the first time, this widely used profile is now available with exceptional insulating properties in various thicknesses.

#### PANEL SPECIFICATIONS

MODULE WIDTH: Nominal 36"

THICKNESS: 2-1/2", 3", 4", 5", 6"

LENGTHS: 8'-0" to 36'-0"

EXTERIOR FACE: Stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 26 Ga., 24 Ga., and 22 Ga.

INTERIOR FACE: Mesa or Light Mesa profile, stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 26 Ga., 24 Ga., and 22 Ga.

PANEL JOINT: Offset double tongue and groove with extended metal shelf for positive face fastening



### CF PARTITION WALL PANEL

The CF Partition insulated metal wall panel is the most economical choice for interior partition applications. For added strength on both faces, the lightly corrugated profile ensure symmetry from outside the building to inside; from room to room. (Note: not intended for exterior walls)

#### PANEL SPECIFICATIONS

MODULE WIDTH: 44-1/2"

THICKNESS: 2", 2-1/2", 3", 4", 5", 6"

(2-3/4" thickness available from Nevada plant)

LENGTHS: 8'-0" to 53'-0"

EXTERIOR FACE: Stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 26 Ga., 24 Ga., and 22 Ga.

INTERIOR FACE: Mesa or Light Mesa profile, stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 26 Ga., 24 Ga., and 22 Ga.

PANEL JOINT: Offset double tongue and groove (The extended metal shelf is eliminated on the Partition wall panel)





TUFF WALL® PANEL



TUFF-CAST™ PANEL



## TUFF WALL® & TUFF-CAST™ INSULATED METAL WALL PANELS

Tuff Wall® is an insulated metal wall panel with an attractive stucco-like appearance, whereas Tuff-Cast™ has the look of finished precast concrete. Both products feature an exterior finish of Tuff Cote® fiber-reinforced polymer, which is heat cured under controlled conditions to ensure a strong bond to the metal surface.

### FEATURES & BENEFITS

Tuff Wall and Tuff-Cast combine the masonry look of stucco and finished precast concrete walls with the thermal efficiency of an insulated metal panel.

The durable finish on Tuff Wall and Tuff-Cast panels is highly resistant to impact and abrasion and maintains its attractive color for many years.

Field-tested and proven, the Tuff Cote finish comes with a 10-year limited finish warranty.

The stucco and precast textures conform to the aesthetic demands required by many communities and business developments.

Tuff Wall and Tuff-Cast panels can be erected in virtually any weather condition since the Tuff Cote finish is unaffected by damp or cold weather, unlike field-applied stucco materials.

### PANEL SPECIFICATIONS

MODULE WIDTH: 36", 42"

THICKNESS: 2", 2-½", 3", 4", 5", 6"

LENGTHS: 8'-0" to 40'-0"

EXTERIOR FACE: Stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 24 Ga. and 22 Ga. with factory-applied Tuff Cote finish system

EXTERIOR TEXTURE: Tuff Cote finish system – a hard aggregated fiber-reinforced polymer coating

INTERIOR FACE: Mesa or Light Mesa profile, stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 26 Ga., 24 Ga., and 22 Ga.

PANEL JOINT: Offset double tongue and groove with extended metal shelf for positive face fastening



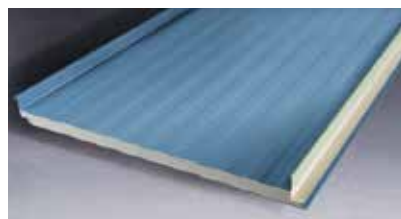
STRAIT-WAY KIA, ANTIGONISH, NOVA SCOTIA, CANADA



## CFR INSULATED METAL ROOF PANEL

Metl-Span® CFR is an insulated metal standing seam roof panel and is the preeminent innovation in all-in-one composite panel design, combining durable interior and exterior faces with our unmatched polyurethane core.

The CFR roof panels have wide coverage areas between side joint connections and a mechanically closed standing seam that is 2" high. Profiling between the seams is a



Mesa pattern with stucco embossing for added strength and superior appearance.

The CFR roof panel's diaphragm strength can be integrated into many steel-framed building bracing designs by attaching panels with exclusive Clinch Clip® by

Metl-Span. Adjacent roof panels are interlocked without fastener penetrations that compromise weathertightness or costly below-roof installation.

### UNIQUE FEATURES & BENEFITS

The CFR roof panel provides a standing seam exterior face for unsurpassed weathertight performance. CFR roof panels are installed completely from the top side with concealed clips and fasteners placed in the side joint. Factory-cut panel ends, factory notching, and factory-swaged ends eliminate critical and extensive field reworking. Factory-installed backer plates at the endlaps also eliminate pre-drilling for special fasteners and tools. Careful design parameters have enabled Metl-Span to create an incomparable roof system that is easily and quickly installed without dependence on highly skilled labor.

### PANEL SPECIFICATIONS

MODULE WIDTH: 30", 36", 42"

EXTERIOR PROFILE: 2" high standing seam with a Mesa profile between the seams

INTERIOR PROFILE: Mesa profile, nominal 1/8" deep

THICKNESS: 2", 2-1/2", 3", 4", 5", 6"

LENGTHS: Standard 9'-6" to 53'-0"; contact Metl-Span for custom length availability

EXTERIOR FACE: Stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 24 Ga. and 22 Ga.; or AZ-55 aluminum-zinc coated steel with a clear acrylic coating in 24 Ga.

INTERIOR FACE: Stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 26 Ga., 24 Ga., and 22 Ga.

PANEL JOINT: Mechanically closed single-lock standing seam at the exterior side joint. The interior side joint is a single tongue-and-groove interlock

UPLIFT PERFORMANCE: UL 90 rated, FM Approvals Standard 4471, and Florida Building Code approved. Dade County NOA No. 09-0310.10



HOPE LAKE LODGE, CORTLAND, NY

## LS-36™ INSULATED METAL ROOF & WALL PANEL

The versatility of the Metl-Span LS-36™ insulated metal roof and wall panel offers a multitude of design options. The overlapping, through-fastened joint allows for quick installation in roof or wall applications that results in reduced labor costs and earlier business starts. Owners will also appreciate the energy cost savings that an insulated metal panel provides.

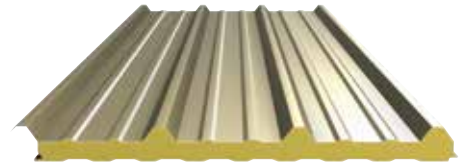
### FEATURES & BENEFITS

Insulated metal panels consist of two single-skin metal panels and a foamed-in-place core. The foam insulation is made of zero ODP polyurethane foam. IMPs are sealed to each other at the side laps and to the substructure at all perimeter



boundaries, which make them the ideal choice for applications where a continuous air barrier is required. The special foam insulation of IMPs offers superior R-values that provide enhanced energy performance. An overlapping rib on the top face, and single tongue and groove on the bottom face, coupled with vapor seal mastic in the mastic grooves, provides superior resistance to air and moisture intrusion, allowing for increased thermal performance of the building envelope.

boundaries, which make them the ideal choice for applications where a continuous air barrier is required. The special foam insulation of IMPs offers superior R-values that provide enhanced energy performance. An overlapping rib on the top face, and single tongue and groove on the bottom face,



### PANEL SPECIFICATIONS

MODULE WIDTH: 36"

EXTERIOR PROFILE: 1-¼" high major ribs at 12" o.c. with Mesas in between ribs at 4" o.c.

INTERIOR PROFILE: Mesa profile, nominal ½" deep

THICKNESS: 1-½", 2", 2-½", 3", 4", 5", 6"

LENGTHS: Standard 8'-0" to 50'-0"

EXTERIOR FACE: Stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 26 Ga., 24 Ga. and 22 Ga.

INTERIOR FACE: Stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 26 Ga., 24 Ga., and 22 Ga.

PANEL JOINT: Overlapping with a single tongue and groove

FASTENING: Exposed through fasteners

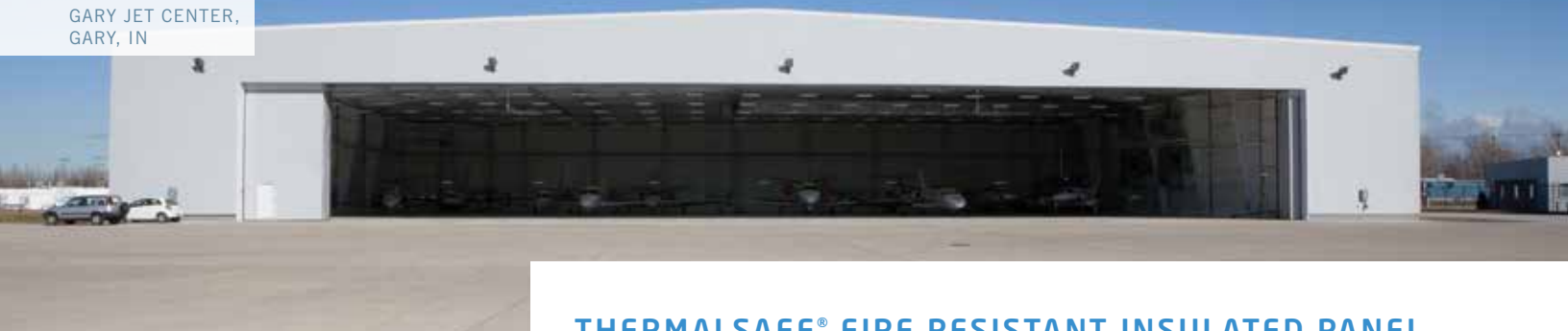
### USES & APPLICATIONS

In new and retrofit construction, Metl-Span panels function as walls and roofing for all types of commercial, and industrial applications. They are ideally suited for:

#### COMMERCIAL & INDUSTRIAL

- Retail Buildings
- Hangars
- Prison Facilities
- Equipment Maintenance Buildings
- Manufacturing Facilities
- Warehouses
- Distribution Centers
- Self-Storage Complexes
- Utility Buildings
- Controlled Environment Buildings where temperature control and insulation values are critical





### USES & APPLICATIONS

ThermalSafe fire resistant insulated panels are ideal for industrial buildings like manufacturing plants, auxiliary buildings at refineries, and other building installations at risk for fire.

Warehouses of all types are excellent structures for mineral wool panels, where they can be installed as exterior fire resistant separation walls or as fire partitions and barriers inside tilt-up buildings that contain multiple-tenant leased space. High occupancy structures like sports arenas and gymnasiums, cold storage warehouses, bakeries, and other food processing facilities are well suited for ThermalSafe panels.

## THERMALSAFE® FIRE RESISTANT INSULATED PANEL



ThermalSafe® from Metl-Span® is a fire resistant insulated panel consisting of metal facings bonded to a structural mineral wool core. ThermalSafe combines the latest technology in panel design with our advanced manufacturing expertise to create a composite panel that achieves one-, two- and three-

hour fire resistance ratings for non-load bearing walls and a 90-minute fire resistance rating for a non-load bearing ceiling.

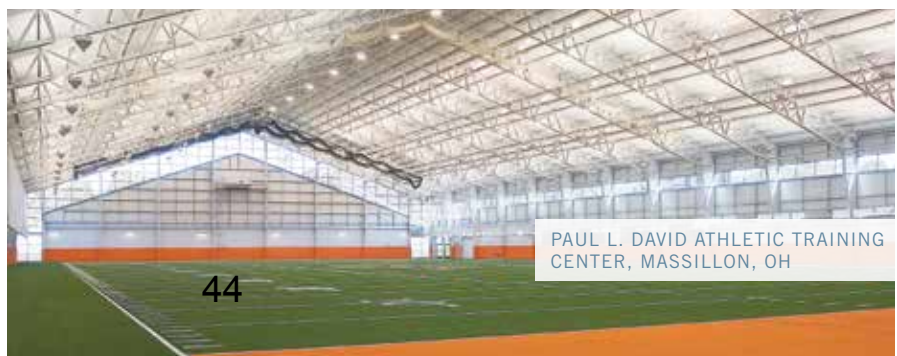
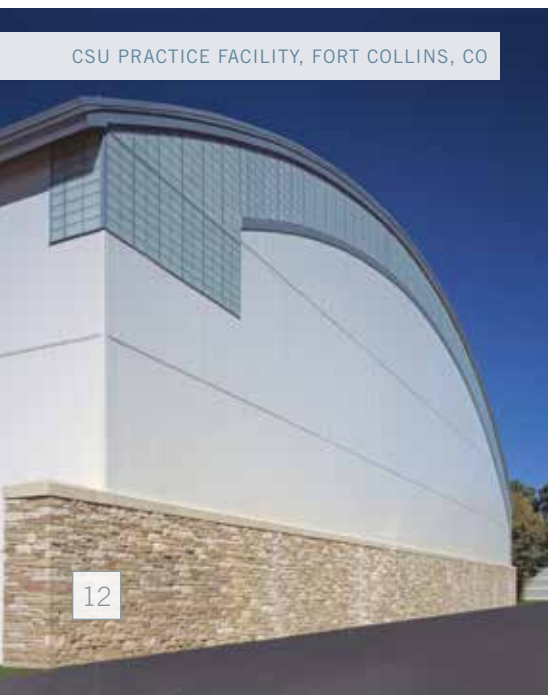
ThermalSafe panels with the exclusive LockGuard® side joint have one-, two-, and three-hour fire resistance ratings without installation of field-applied silicate splines in the panel joint. This unique design speeds the installation process and enhances the fire resistance of the panel.

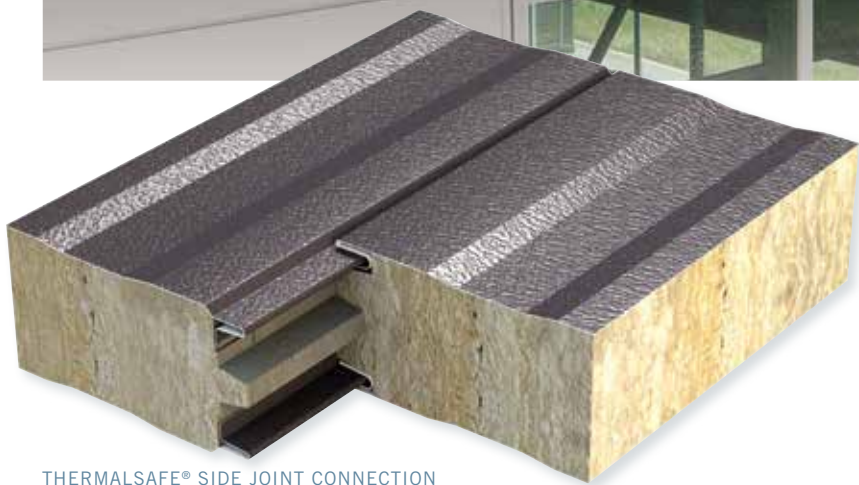
### ENVIRONMENTALLY FRIENDLY

ThermalSafe panels are made from recyclable raw materials. The mineral wool core is a natural product that contains no VOCs or CFCs that affect the ozone layer or add to global warming potential. No poisonous gases are released during a fire.

### FEATURES & BENEFITS

- The structural mineral wool core resists high temperatures and will not burn.
- Fire resistant exterior and interior walls can be installed in one step with ThermalSafe mineral wool panels. They provide good thermal performance as well, eliminating the need for additional insulation.
- ThermalSafe panels can be installed without sealant in the side joint for partition wall applications when a vapor seal is not required, greatly enhancing installation speed.
- For interior applications, partitions can be disassembled and reinstalled rather than having to be demolished and completely rebuilt.
- Mineral wool panels have good sound transmission acoustical properties compared to many other insulated metal panel products.
- The ThermalSafe core is dimensionally stable, water repellent, and will not expand. Mineral wool, however, is a fibrous material with a high perm rating, so the ThermalSafe panel edges must be protected from moisture.





THERMALSAFE® SIDE JOINT CONNECTION

### FIRE RESISTANCE DATA

- UL fire resistance ratings of the finished panel for non-bearing walls are: one-hour fire rating in a 4" thickness, two-hour fire rating in a 7" thickness, and three-hour fire rating in an 8" thickness.
- To see the complete fire resistance approvals data and for more complete fire resistance rating data, go to [metlspan.com/fire-resistance-approvals](http://metlspan.com/fire-resistance-approvals).
- Wall framing support members and adjacent construction may require fire protection as specified by applicable building code. The customer is responsible for specifying the appropriate fire protection in these areas.

### HANDLING

Because of ThermalSafe's heavy weight-to-strength ratio, use of specialized vacuum-actuated lifting equipment is suggested to ensure safe and controlled handling. Refer to the ThermalSafe Installation Guide for complete instructions.

### PANEL SPECIFICATIONS

FACE PROFILE: Light Mesa profile, nominal 1/32" deep

MODULE WIDTH: 42"

THICKNESS: Nominal 4", 5", 6", 7", 8"

LENGTHS: Minimum is 8'-0"; maximum available length is variable by thickness, weight, end use, and orientation; contact Metl-Span for custom length availability

EXTERIOR FACE: Stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 26 Ga. and 24 Ga.

INTERIOR FACE: Stucco-embossed, G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 26 Ga. and 24 Ga.

CORE: Non-combustible structural mineral wool

PANEL JOINT: Exclusive LockGuard® side joint has a flush, double tongue-and-groove connection of the metal faces with an advanced integral spline to join the mineral wool core

R-VALUE: The core insulating value is 3.61 "R" per inch



FALLSVIEW INDOOR WATER PARK EXTERIOR AND INTERIOR, NIAGARA FALLS, ON

# DAVENPORT MOTOR COMPANY

## HPCI BARRIER™ INSULATED METAL WALL PANEL

The HPCI Barrier™ insulated metal wall panel pushes the exterior building envelope to new standards of cost savings, design integrity, and sustainability.

With efficient one-step installation and all-in-one construction, the HPCI Barrier saves time and money. Its innovative design provides superior air, water, thermal, and vapor protection in a single-panel component that far surpasses outdated multiple-step systems. In addition, the HPCI Barrier can be used behind any type of facade, such as metal or brick – and its high level of recycled content makes it a sound choice for architects, designers, builders, and contractors seeking an environmentally sustainable product.



### PANEL SPECIFICATIONS

MODULE WIDTH: 42"

EXTERIOR PROFILE: No profile embossed

INTERIOR PROFILE: Light Mesa embossed

THICKNESS: 2", 3", 4"

LENGTHS: 8'-0" to 24'-0"

EXTERIOR & INTERIOR FACE: Minimum .016" thick HPCI galvanized steel

PANEL CORE: Foamed-in-place, zero ozone-depleting polyurethane (zero ODP)

THERMAL VALUES: K-factor, Btu in/ft<sup>2</sup> hr. °F @ 75°F (24°C) mean core temperature = 0.140

COLOR: White Polyester

### HOW IT WORKS

Unlike traditional backup wall systems, the HPCI Barrier is easily and quickly installed in a single step – eliminating the need for multiple work crews, minimizing construction debris, and reducing the likelihood of improper installation that could strike any stage of a traditional multi-layer scenario. In addition, the HPCI Barrier back-up panel is installed in a horizontal orientation completely outside the structural supports, so there are no thermal bridges to reduce energy efficiency. It's an advanced all-in-one insulated metal composite solution – backed by the industry innovation of Metl-Span.

THE HPCI BARRIER™ CAN BE USED  
BEHIND TRADITIONAL FACADES





## CONCEALED FASTENER SINGLE-SKIN STEEL PANELS

### DESIGNER™ SERIES

The Designer Series panels provide the toughness of metal while creating an attractive, flexible and functional wall or fascia panel. The Designer Series is offered in fluted and flat panels, which are equally effective for new construction or retrofitting existing buildings.



### DESIGNER™ SERIES 12" FLAT WALL PANEL

The Designer Series 12" flat panel provides an elegant, clean design for any building with the toughness of metal. The panel offers a 1- $\frac{3}{4}$ " deep leg that is the perfect cavity for rigid board insulation.

#### PANEL SPECIFICATIONS

PROFILE: Flat with a 1- $\frac{3}{4}$ " deep leg

MODULE WIDTH: 12"

LENGTHS: 5'-0" to 30'-0"

EXTERIOR FACE: Smooth as standard G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 24 Ga. and 22 Ga.

STANDARD EXTERIOR: Full-strength 70% PVDF Fluoropolymer or Siliconized Polyester coating

FASTENING: Concealed Fastening System

FINISHES & COLORS: See [metlspan.com](http://metlspan.com) for full information regarding available colors and order requirements



### DESIGNER™ SERIES 16" FLUTED WALL PANEL

The Designer Series 16" fluted panel provides an elegant, clean design for any building with the toughness of metal. The panel offers a continuous rib design with a hidden sidelap where the panels join together. The ribs provide interesting shadow lines along the length of the wall. The panel legs are 1- $\frac{3}{4}$ " deep, allowing ample space for rigid board, blanket, or batt insulation in the cavity.

#### PANEL SPECIFICATIONS

PROFILE: Flat with a 1- $\frac{3}{4}$ " deep leg

MODULE WIDTH: 12"

LENGTHS: 5'-0" to 30'-0"

EXTERIOR FACE: Smooth as standard G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 24 Ga. and 22 Ga.

STANDARD EXTERIOR: Full-strength 70% PVDF Fluoropolymer or Siliconized Polyester coating

FASTENING: Concealed Fastening System

FINISHES & COLORS: See [metlspan.com](http://metlspan.com) for full information regarding available colors and order requirements

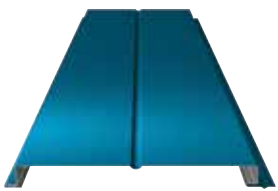




## CONCEALED FASTENER SINGLE-SKIN STEEL PANELS



**FW 120-0**



**FW 120-1**



**FW 120-2**

**FW-120 METAL WALL PANELS**

The FW-120 Panel by Metl-Span is a concealed fastener wall and liner panel that provides a flat appearance. FW-120 is commonly used for architectural, commercial and industrial markets. The heavy gauge offering provides for large spanning capabilities, particularly in composite wall applications. The panel is available in a flat profile, with one or two beads.

### PANEL SPECIFICATIONS

- PROFILE: Flat with options of one bead at 6" o.c. or two beads, 4" apart
- MODULE WIDTH: 12"
- LENGTHS: 5'-0" to 30'-0"
- EXTERIOR FACE: Smooth as standard G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 24 Ga., 22 Ga. and 20 Ga.
- STANDARD EXTERIOR: Full-strength 70% PVDF Fluoropolymer Coating
- FASTENING: Concealed Fastening System
- FINISHES & COLORS: See metlspan.com for full information regarding available colors and order requirements







### NUWALL® METAL WALL PANEL

NuWall® by Metl-Span combines the ease of installation in both new and retrofit applications with the pleasing aesthetic appeal of a clean, uninterrupted wall. For retrofit construction, all installation work is performed outside with no disruption to the interior workplace. The NuWall® Panel can be installed over an existing R panel wall; other panel profiles may require the use of subgirts.

### PANEL SPECIFICATIONS

PROFILE: 2-½" deep panel with ½" deep fluting

MODULE WIDTH: 12"

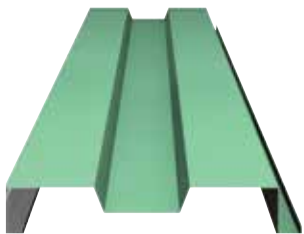
LENGTHS: 5'-0" to 40'-0"

EXTERIOR FACE: Smooth as standard G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 24 Ga. and 22 Ga.

STANDARD EXTERIOR: Full-strength 70% PVDF Fluoropolymer Coating or Siliconized Polyester coating

FASTENING: Concealed Fastening System

FINISHES & COLORS: See metlspan.com for full information regarding available colors and order requirements



### SHADOWRIB™ METAL WALL PANEL

The ShadowRib™ Panel by Metl-Span is a proven performer and versatile tool for designers. The panel has superior structural strength that does not sacrifice appearance or design flexibility. The deep flutes featured on this panel create distinctive shadow lines on your structure.

### PANEL SPECIFICATIONS

PROFILE: 3 deep panel with 1-½" deep by 5-¼" wide fluting

MODULE WIDTH: 16"

LENGTHS: 5'-0" to 40'-0"

EXTERIOR FACE: Smooth as standard G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 24 Ga. and 22 Ga.

STANDARD EXTERIOR: Full-strength 70% PVDF Fluoropolymer Coating or Siliconized Polyester coating

FASTENING: Concealed Fastening System

FINISHES & COLORS: See metlspan.com for full information regarding available colors and order requirements



### ARTISAN® SERIES METAL SOFFIT PANEL

The simplicity of the Artisan® Series Soffit Panel by Metl-Span is its best design feature. Uniform dimensions and clean appearance allow the designer to plan modules, eliminate complicated pieces and follow wall curvatures. The Artisan Panel can be vertical, horizontal, perpendicular or skewed to the building line, allowing the designer multi-dimensional freedom to create.

### PANEL SPECIFICATIONS

PROFILE: Flat panel

MODULE WIDTH: 8", 10" or 12"

LENGTHS: 8" Panel: 4'-0" to 20'-0"; 10" Panel: 4'-0" to 20'-0"; 12" Panel: 4'-0" inquire about longer lengths

EXTERIOR FACE: Smooth as standard G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 26 Ga., 24 Ga. and 22 Ga.

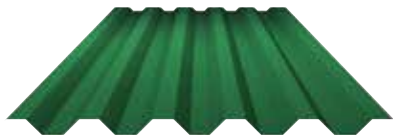
STANDARD EXTERIOR: Full-strength 70% PVDF Fluoropolymer Coating or Siliconized Polyester coating

FASTENING: Concealed Fastening System

FINISHES & COLORS: See metlspan.com for full information regarding available colors and order requirements



## EXPOSED FASTENER SINGLE-SKIN METAL WALL PANELS



**7.2 METAL WALL PANEL**

When a design calls for a commercial or industrial thru-fastener panel, the 7.2 Panel offers versatility and functionality. The 7.2 Panel is a 36" wide panel with symmetrical 1-1/2" high ribs on 7.2" centers. This rugged panel also offers excellent spanning capability.



**PBR METAL WALL PANEL**

The PBR Panel is used for a wide variety of architectural, commercial, and industrial applications. PBR is a structural panel with exposed fasteners used on wall applications.



**PBU METAL WALL PANEL**

The PBU Panel is an exposed fastener system that can be used both horizontally and vertically for wall applications. It can be installed directly over purlins or joists and gives designers a contemporary appearance for their building project.

### PANEL SPECIFICATIONS

**7.2 PROFILE:** Traditional high rib height at 7.2" o.c.

**PBR PROFILE:** 1-1/4" rib height at 12" o.c.

**PBU PROFILE:** 3/4" rib height at 6" o.c.

**WIDTH:** 36"

**LENGTHS:** 5'-0" to 50'-0"

**EXTERIOR FACE:** Smooth as standard G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 26 Ga., 24 Ga. and 22 Ga.

**STANDARD EXTERIOR:** Full-strength 70% PVDF Fluoropolymer Coating or Siliconized Polyester Coating

**FASTENING:** Exposed Fastening System

**FINISHES & COLORS:** See metlspan.com for full information regarding available colors and order requirements



**PBC METAL WALL PANEL**

The PBC Panels are attached to a building structure with exposed fasteners. It can be installed vertically or horizontally, but most commonly used in horizontal wall applications.

### PANEL SPECIFICATIONS

**PBC PROFILE:** 7/8" rib height at 2-2/3" o.c.

**PBD PROFILE:** 5/8" rib height at 2-2/3" o.c.

**MODULE WIDTH:** 32"

**LENGTHS:** 5'-0" to 50'-0"

**EXTERIOR FACE:** Smooth as standard G-90 galvanized and/or AZ-50 aluminum-zinc coated steel in 26 Ga., 24 Ga. and 22 Ga.

**STANDARD EXTERIOR:** Full-strength 70% PVDF Fluoropolymer Coating or Siliconized Polyester coating

**FASTENING:** Exposed Fastening System

**FINISHES & COLORS:** See metlspan.com for full information regarding available colors and order requirements

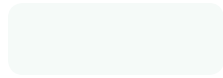


**PBD METAL WALL PANEL**

The PBD Panel is an exposed fastener wall panel with symmetrical ribs from top to bottom.

# COLORS FOR THE COMMERCIAL & INDUSTRIAL MARKET

## STANDARD I EXTERIOR COLORS



Polar White



Sandstone

## STANDARD II EXTERIOR COLORS



Regal Gray



Brownstone



Almond

Standard I & II Colors in 22 Ga. will incur an additional material charge. Please inquire.

## PREMIUM I EXTERIOR COLORS



Harbor Blue



Pacific Blue



Colonial Red



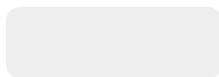
Brite Red



Slate Gray



Tundra



Snow White



Natural Patina



Spruce



Hunter Green



Classic Green



Medium Bronze



Terra Cotta



Smoke Gray



Aegean Blue



Gallery Blue

## PREMIUM II METALLIC & PEARLESCENT EXTERIOR COLORS



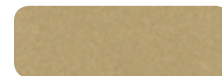
Weathered Zinc\*



Copper Metallic\*



Silver Metallic\*

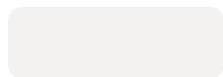


Champagne\*



Dark Gray Metallic\*

## STANDARD SP EXTERIOR COLORS



Winter White



Light Stone



Ash Gray

## POLYESTER EXTERIOR COLORS



Igloo White\*\*



Polyester Polar White

## PREMIUM SP EXTERIOR COLORS



Hawaiian Blue



Crimson Red



Fern Green



Saddle Tan



Desert Sand



Burnished Slate



Koko Brown



Charcoal Gray



Rustic Red



Solar White

Prices will vary by color, coating system, gauge, and quantity of metal. Please contact your Metl-Span representative for complete information. All colors shown here approximate actual finish colors as accurately as possible.

\* Metallic paint finishes will exhibit color shift, shade variances, striations, and longitudinal patterning that are inherent characteristics and are not a product defect or cause for rejection.

\*\* Igloo White is standard interior color for all panels.

Not all colors displayed are available for Single-Skin Panels. To determine color availability, please visit [metlspan.com](http://metlspan.com).



PIONEERING INSULATED  
METAL PANEL TECHNOLOGY



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Suite #101  
Lewisville, Texas 75057  
TOLL-FREE: 877.585.9969  
TEL: 972.221.6656  
FAX: 972.420.9382  
EMAIL: [panel@metlspan.com](mailto:panel@metlspan.com)  
WEB: [metlspan.com](http://metlspan.com)

## COATINGS & SURFACINGS

To ensure a lasting quality appearance, the exterior face sheet of all Metl-Span® insulated wall, CFR, and ThermalSafe® panels is treated with a base primer, followed by a premium, full-strength 70 percent PVDF fluoropolymer coating. A siliconized polyester coating is available in a limited palette of standard colors for projects where economy is the primary consideration. **For specific information about our available colors and coatings, visit [metlspan.com](http://metlspan.com) for a comprehensive selection.**

## AVAILABILITY & COST

Metl-Span panels are available through a network of independent representatives, independent contractors, and design-build companies. Since cost is a factor that varies with each installation based on panel profile, insulation thickness, coatings, and quantity, contact Metl-Span for the name of your nearest representative for pricing. For more complete information on panel specifications, technical data, detail library, and the location of your nearest sales representative, please visit us online at [metlspan.com](http://metlspan.com).

## WARRANTY

Metl-Span insulated wall, CFR, and ThermalSafe panels are warranted to be free from defects in material and workmanship for a period of two years from the date of substantial completion. Ensuring watertightness and/or vaportightness is a function of the installer and is not covered by the warranty from Metl-Span. Complete standard limited warranty information is available upon request.

Metl-Span is not responsible for selection and application of colors, coatings, or other products, and reserves the right to substitute, delete, or change gauges, widths, thicknesses, finishes, profiles, and colors on its products at its discretion – at any time and without notice.



**Subject:** Homer alaska  
**From:** Jay Seavy (jay@mssi.us)  
**To:** jsingle331@yahoo.com;  
**Date:** Wednesday, April 26, 2017 9:11 AM

Joe,

Budget for the seven cell.

With security doors and locks, security glazing, bunks, desk and seats, powder coated with ten year warranty on the finish.

LED recessed security light fixtures.

Freight to the port in Washington.

Site supervision for the installation of the cells including roller system. Return freight back to Colorado included. (one Gang Box)

\$149,000.00

Jay Seavy

Phone: 719-784-2151

Fax: 719-784-3235



---

## Attachments

- CellSpec1-Rev\_11-12-07.doc (221.00KB)
- Sound Transmission.pdf (107.40KB)
- MSS11.pdf (15.84KB)
- image001.png (7.66KB)

## **DIVISION 11**

### **SECTION 11194 - MANUFACTURED STEEL DETENTION CELLS**

#### **PART 1 - GENERAL**

##### **1.1 SCOPE**

This specification covers the requirements, including labor, materials, services and equipment for the manufacturing, delivering and installing of pre-engineered, prefabricated Steel Detention Cells.

##### **1.2 RELATED DOCUMENTS**

Drawings and general provisions of the contract, including general and supplementary conditions and Division 1 specification sections, apply to the work of this section.

Other divisions specified by related include: *(as applicable)*

- a. Division 3 - Concrete: Slab Quality
- b. Division 4 - Masonry: Brick Ties
- c. Division 10 - Toilet Accessories
- d. Division 11 - Security Hardware  
Security Accessories  
Security Hollow Metal  
Security – Detention Electronics Systems
- e. Division 15 - Plumbing  
Sprinklers  
HVAC
- f. Division 16 - Electrical

##### **1.3 REFERENCES**

The publications listed in this section form a part of this specification to the extent referenced. The publications are referenced herein by basis designation only.

ASTM A366/A366M - Specification for Steel, Sheet, Carbon, Cold-Rolled, Commercial Quality

ASTM A569/A569M - Specification for Steel, Carbon (0.15 Maximum), Hot-Rolled Sheet and Strip Commercial Quality

ASTM A666 - Specification for Austenitic Stainless Steel Sheet, Strip, Plate and Flat Bar

ASTM B117 - Standard Practice for Operating Salt Spray (Fog) Testing Apparatus

ASTM D2794 - Test Method for Resistance of Organic Coatings to the Effects of Rapid Deformation

ASTM D3359 - Test Methods for Measuring Adhesion by Tape Test

ASTM D2240 - Test Method for Film Hardness by Shor D

ASTM F1450 - Test Methods for Hollow Metal Swinging Door Assemblies for Detention Facilities

ANSI/AWS D1.1 - Structural Welding Code-Steel

ANSI/AWS D1.3 - Structural Welding Code - Sheet Steel

AISC Specification for the Design, Fabrication and Erection of Structural Steel for Buildings

AISC Load and Resistance Factor Design Specification for Structural Steel Buildings

AISI ASD/LRFD Design Specification for Cold-Formed Steel Structural Members

SSPC-SP1 - Solvent Cleaning

SSPC-SP6 - Commercial Blast Cleaning

SSPC-SP7 - Brush-off Blast Cleaning

##### **1.4 SUMMARY**

The Steel Detention Cell Manufacturer (DCM) shall provide the following and as indicated in PART 5 - DIVISION OF RESPONSIBILITY. (*per design requirements*)

1. *Security Doors and Frames*
2. *Chase Doors and Frames*
3. *Electrical and Lighting*
4. *Intercommunication Station*
5. *Video Surveillance Camera*
4. *Plumbing Fixtures*
5. *HVAC Grilles*
6. *Furnishings*
7. *Installation*

## 1.5 APPROVED MANUFACTURERS

1. Only PREQUALIFIED manufacturers are allowed to bid this section. The substitution of other manufacturers will not be acceptable. Manufacturers who have met the minimum pre-qualification requirements are:
  - A. Maximum Security Systems 719-784-2151
  - B. Qualifications of other manufacturers by pre-approved alternate only:  
Firms wishing to be pre-qualified must submit in writing, no later than twenty (20) business days before the bid, the pre-qualification package must include the following:
    - a. A notarized statement from the Owner or the company's President, listing those products that will be used. No exceptions to this bill of materials shall be accepted after the awarding of the contract. Multiple selections are not acceptable. State in writing, your intent to "comply fully with the requirements of this specification and to hold harmless the Architect, Engineer, and the Owner from omissions of a casual nature that would be considered to be an implied requirement for a fully operational modular cell system." Provide a list of compliance to and non-compliance for each section of this specification. Compliance/Non-compliance must be a formal listing of each section and subsection of this specification and an explanation of compliance/non-compliance for each section and subsection.
    - b. A list of all outstanding or past judgements or lawsuits against the company Owners, under their current name, or any previous name or business entity.
    - c. Design Engineering Capability:
      1. The modular steel cell producer must have current design engineering capability to provide the final engineered structural design for modular steel cells and associated items and their integration into the building construction.
      2. Submit a list of the engineering design staff, listing the name, title, discipline, degree, registration, licenses, and years of experience designing detention structures.
      3. Submit a list of technical support personnel collaborating with the design engineers.
      4. Submit samples of design engineering systems (or samples of previous projects) in either AutoCAD or DXF format.
    - d. In-House production engineering capability:
      1. The modular steel cell producer must have current, in-house production management, with at least three (3) years of cell experience, capable of understanding design engineering documentation and managing the fabrication and erection process to produce the modular

- steel cells as engineered.
2. Submit a list of key in-house production management staff giving name, credentials, number of years experience, years with company, and title.
- e. Production Capacity:
1. The modular steel cell manufacturer must have the production capacity required to produce a minimum of three (3) cells per day or fifteen (15) cells per work week with sufficient manpower and financial resources to produce the required number of cells within the time period specified in the contract construction schedule.
  2. Submit name, location and historic production rate and annual production capacity of the plant, crew and equipment proposed.
  3. Submit the estimated quantity of work under contract and either scheduled or anticipated for the production facilities proposed for the time period of this project. List the projects and estimated production dates.
- f. Upon receipt of the pre-qualification package, the Architect/Engineer will review the package for compliance/non-compliance with the specified requirements. Compliance with all of the pre-qualification requirements will be strictly enforced. Approval of all pre-approved alternates will be issued in an addendum prior to the bid date. The determination of acceptance and non-acceptance is the sole discretion of the Architect/Engineer. All decisions are final.

## 1.6 SUBMITTALS

1. General:  
Submit the following according to conditions of Contract and Division 1 Specifications Sections.
2. Product data and instructions for manufactured materials and products. Include manufacturer's certifications and laboratory test reports as required.
3. Shop drawings prepared by or under supervision of a qualified licensed professional, showing complete information for fabrication and installation of Steel Detention Cell units. Indicate member dimensions and cross-section; location, size and type of reinforcement, including special reinforcement; and lifting devices necessary for handling and erection. Coordinate shop drawings with other trades to ensure compatibility of required service connections.
4. Provide catalog data with full performance criteria and dimension for components purchased from outside sources.
5. Submit color samples for review and selection by the Owner. Submit samples of the cell finish, color, and texture.
6. Submit drawings of recommended bearing pads and/or special anchoring devices.
7. Provide shipping, lifting and handling diagrams indicating point loads and net and gross loads.

## PART 2 - PRODUCTS

### 2.1 ENGINEERING AND DESIGN

The DCM shall provide Professional certification for the design of the manufactured Steel Detention Cells to support superimposed dead loads and live loads as indicated on the contract drawings. The DCM shall certify the design for compliance with applicable governing Code requirements.



The design shall include integration of Steel Detention Cells into the physical floor plan, sections, elevations, and structural design of the facility and shall assure that all systems specified in the contract documents are interfaced completely with Steel Detention Cells for a fully installed, fully working facility.

## 2.2 WORKMANSHIP

1. All units shall be tightly fitted and securely fastened with no through seams or cracks. Minimum of 3/16" thick (A-36) Carbon Steel Plate with continuous welded seams.
2. All panels and assemblies shall be inspected for correct dimensions, joint configuration, straightness, fairness and squareness.
3. All exposed edges shall be chamfered or bent for finger contact.
4. Out-to-out length, width and height dimensions of individual cell units shall be a tolerance of +/- 1/4 in. (6.4mm). The cumulative tolerance in any direction shall not exceed the available horizontal or vertical dimension for the entire assembly of cell units.
5. All ceiling joints and cell corner joints shall be continuous welded.
6. Joints to be welded shall be cleaned and prepared as necessary to assure quality welds.
7. Welding shall be controlled and sequenced to reduce warpage and distortion.
8. All welds shall be free of deleterious porosity, pinholes, and cracks.
9. Finished welds shall be smooth, and weld spatter and flux shall be removed.

## 2.3 STRUCTURAL COMPONENTS

1. Framing, floors, walls, and ceilings, as required, shall be constructed of steel shapes, tubing, stiffened plates, cold-formed sections, and/or sheets stiffened with formed sections from steels conforming to design requirements to provide adequate structural strength including the ability to support loading as specified.
2. Structural steel shall be designed to AISC - Specification for the Design, Fabrication and Erection of Structural Steel for Buildings or AISC - Load and Resistance Factor Design Specification for Structural Steel Buildings. Cold-formed steel shall be designed to AISI - Specification for the Design of Cold-Formed Steel Structural Members.
3. Welding shall be in conformance with ANSI/AWS D1.1, Structural Welding Code - Steel and/or ANSI/AWS D1.3, Structural Welding Code - Sheet Steel, as applicable.
4. Tamper resistant fasteners shall be used for all exposed fasteners where required for accessories.
5. Mounting and bearing pads, anchorages, spacers, and alignment devices, except those shown to be field installed, shall be furnished and attached.

## 2.4 DOORS, WINDOWS, AND FRAMES

1. All door, window, and frame construction shall be of an equivalent security level to the wall framing in which they are to be mounted.

## 2. Materials

- a. Interior security and cell doors: Face sheets shall be 0.067 in. (1.7mm) minimum thickness conforming to ASTM [A366/A366M] [A569/A569M] steel.

*For interior areas subject to corrosive conditions, specify ASTM A653/A653W (A60, G60 / Z180, ZF180).*

- b. Exterior doors: Face sheets shall be 0.083 in. (2.3mm) minimum thickness conforming to ASTM A653/A653M (A60, G60 / Z180, ZF180) steel.
- c. Door and window frames shall be 0.093 in. (2.3mm) minimum thickness. Doors, Windows and Frames shall be those equal in design and quality of those manufactured by approved door manufacturer.

## 3. Glass and Glazing

- a. All glass utilized in the modular steel cell windows shall be as scheduled in the door and window schedule.

## 2.5 ELECTRICAL

1. The DCM shall provide the light fixture, intercom station and video camera in the pre-finished modular steel cell.
2. **Light Fixture:**  
The light fixture shall contain two (2) cool white 32 watt fluorescent lamps each and one (1) 9 watt fluorescent night light and shall be surface type equal to Morlite model FH14, or equal. The housing shall be 14 gauge steel. the frame shall be 14 gauge with .250 polycarbonate and .125 prismatic acrylic overlay. The ballasts to operate the lamps shall be 120 volt with electronic start. The finish shall be baked-on white enamel. All fixtures will provide a minimum of 20-foot candles of light at the desk and the mirror per ACA standards.
3. Intercommunication and Video Surveillance devices specified in the Detention Electronic Systems specification section.
4. The division 1600 contractor shall terminate all lighting, communications and controls permanent connections in the cell's service chase.

## 2.6 PLUMBING

1. The DCM shall provide and install the plumbing fixtures for the pre-finished modular steel cells. The DCM shall supply the flush valve for the combination toilets separate and uninstalled. The flush valves shall be installed by the division 15000 contractor.
2. **Plumbing Fixtures:**  
Lavatory/Toilet Combination Unit: Unit shall be a Acorn 1415-series ,or equal, wall mounted unit equipped with a penal filler, self-closing metering hot and cold valve; mechanical flush valve, integral seat, extended combined waste with no-hub connector, and recessed tissue holder.

Handicap Lavatory/Toilet Combination Unit: Unit shall be a Acorn 1435

or equal, wall mounted unit equipped with a deck spout, self-closing metering hot and cold valve; mechanical flush valve, integral seat, extended combined waste with no-hub connector, and recessed tissue holder.

3. The flush valves and water manifolds for the plumbing fixtures shall be provided separately and installed by the division 15000 contractor.

## 2.7 HVAC

1. Each Steel Detention Cell shall be designed, manufactured and equipped to receive the required HVAC fixtures specified in other divisions of this specification.
2. The DCM shall provide the HVAC grilles. The grilles shall be pre-punched perforated panel in compliance with the specified CFM requirement. A flange suitable for the attachment of the HVAC duct shall also be provided.

## 2.8 THERMAL AND ACOUSTICAL INSULATION

1. Insulation Material: Materials shall be approved by the applicable codes of NFPA and governing authorities to provide a fire resistance classification as required.
2. Thermal Insulation: Walls, floors, and ceilings shall be insulated to R-values as indicated on the contract drawings.
3. Acoustical Insulation: The walls between cells and adjacent rooms shall have a Sound Transmission Classification of 62 (STC-62).
4. As manufactured by Roxul, 551 Harrop Drive, Ontario L9T 3H3 800-265-6878, or approved equal..

## 2.9 FURNISHINGS, AND ACCESSORIES

1. Steel Cell Furniture: Where shown on the contract drawings as cell furniture to be so provided, the DCM shall provide and install wall mounted bunks, tables and stools. Bunks, tables, and stools shall fabricate out of 3/16" thick (A36) Carbon Steel Plate minimum thickness and of the sizes shown. DCM shall include drawings which detail materials, construction, and attachment. These drawings shall be a part of the submittals as outlined in Section 1.5 herein. Fabrication of these items shall not begin prior to the Architect's approval.
2. Fixtures, Furnishings and Accessories Load Test: Reinforce walls, stiffen furnishings, and provide connections as required to support dead loads plus single point (concentrated) static live loads as indicated, at maximum distance on each from wall and from supports for each of the following:
  - a. Wall mounted desk and seats - 600 lbf
  - b. Wall mounted locker - 600 lbf
  - c. Grab bars - 600 lbf
  - d. Wall mounted lavatory - 1000 lbf

## 2.10 AUTOMATIC FIRE PROTECTION SYSTEMS *(as applicable)*

1. The DCM shall provide a prepared location for the installation of the sprinkler head by the fire protection contractor.
2. The DCM and fire protection contractor shall coordinate to confirm the type and location of the

sprinkler head to ensure the proper interface of work.

## 2.11 FINISH Powder coated.

1. All exposed painted surfaces shall be cleaned and finished in accordance with SSPC-SP1, SSPC-SP6 or SSPC-SP7 as specified by the paint manufacturer.
2. Painting: All steel wall and ceiling assemblies shall be coated with a rust inhibitor on all steel surfaces and top-coated with a finish coat on all exposed surfaces. The coatings shall meet this criterion as a minimum:
  - a. Corrosion Resistance: Meets ASTM B117, for 1000 hours.
  - b. Impact Resistance: Meets ASTM D2794, impact force of 160 in-lb.
  - c. Abrasion Resistance: Meets ASTM D4060, for 75 mg loss.
  - d. Adhesion Resistance: Meets ASTM D4541, for 2000psi.
  - e. Hardness: Meets ASTM: Meets ASTM D2240, for 6H.
3. Cells shall be of a single color as selected by the Owner from samples submitted by the manufacturer. As an additive option, doors furnished with cells may be a second color as selected by the Owner. Available colors shall be included with cell product data submittals. *(additive option shall be noted on the contract drawings)*
4. The interior and exterior of the cell fronts and cell door along with the cover plates shall be powder coated with a five year standard warranty or an optional ten year warranty.

## 2.12 MEZZANINES, RAILINGS, AND STAIRS

1. Mezzanine walkways, hand-railings, and stairs shall be primed painted only and shipped to site and installed by others, (Optional).
2. DCM and Fabricator shall coordinate in order to ensure proper interface of work.

## PART 3 - DELIVERY AND INSTALLATION

### 3.1 DELIVERY SEQUENCING AND SCHEDULING

1. Manufacturer shall coordinate with the scheduling of delivery to the project site. A mutually approved schedule shall be determined by the project scheduler and DCM at the pre-construction meeting. The sequencing of the cell units shall conform to this schedule to properly interface the delivery and installation of cells at the proper time during the construction period.
2. DCM shall deliver cell units, to a designated project site, properly protected from shipping damage. The General Contractor shall provide suitable protective coverings, devices or such methods and procedures to protect the cells from damage from the weather or vandalism. Protective measures shall remain throughout the construction period. Unloading and handling of the cell units shall be the responsibility of the installer.

### 3.2 SITE INSPECTION

The installer of the structural steel cell units shall examine areas and conditions under which the structural steel cells are to be installed. The installer is to notify the contractor in writing of conditions detrimental to proper completion of the work. Do not proceed with the work until unsatisfactory conditions have been corrected in a manner acceptable to the installer.

### **3.3 INSTALLATION**

1. The General Contractor or DCM under a separate contract shall install or provide a qualified installer to install the steel cells. The DCM shall provide a qualified on-site representative for initial cell installation to verify proper cell offloading and installation procedures.
2. The General Contractor shall provide adequate access for the DCM's tractor-trailer transport trucks. This access shall be suitable enough so that the trucks will have the needed room to maneuver under their own power.
3. Steel cell units shall be set in place by the installer and shall be checked for correct alignment and level. Shims shall be installed as necessary and securely fastened to the foundation. Complete all connections, trim and touch up, meeting the acceptable industry standards and manufacturer's recommendations.
4. The General Contractor shall provide for the protection of the cells from the weather and vandalism once the cells are delivered and installed.
5. Filling voids between the bottom of the cells walls and the floor with security caulk shall be provided by the General Contractor

### **PART 4 - WARRANTIES**

Provide special project warranty signed by the DCM, Installer, and Contractor agreeing to repair defective materials and workmanship of the steel cell, installation, and related work. The cell warranty shall be conditional upon normal use of the cells. Abuse and misuse or damage during a riot is not considered normal use. The Warranty shall be for a period of one (5) year from the date of acceptance by the Architect and/or Owner's representative.

### **PART 5 - DIVISION OF RESPONSIBILITY**

1. INSTALLATION ITEMS EXCLUDED BY DCM
  1. Security Caulking
  2. On-Site Mechanical, Plumbing, and Electrical Connections to the Cell.
  3. Interim Job-site Weather Protection.
  4. Installation of Detention Hardware (Optional Installation by MFG).
2. INSTALLATION ITEMS FURNISHED BY DCM
  1. Shim Packs for Leveling Cells to Foundations or Floor Slabs.
  2. Lifting Eyes on Cells.

3. FURNISHINGS PROVIDED BY DCM

1. Cell Door Glazing
2. Cell Electrical Back Boxes and Conduit
3. Cell Light fixtures
4. Cell Intercom Station
5. Cell Video Surveillance
6. Cell Plumbing fixture
7. Cell Bunks, Tables and Stools
8. Cell Weld-In Accessories

Final coordination of responsibility should be made by GC, DEC, and DCM prior to bidding to ensure no exceptions or qualifications exist in proposal relationship.

<b>Division of Responsibility</b>
-----------------------------------

			DCM		OTHERS	
			Materials	Labor	Materials	Labor
1.0		Manufacture of # ___ Steel Detention Cells, Room Numbers <u>See Attached Exhibit A</u>				
2.0		<b>Cell Security Doors</b>				
	2.1	Door Frames				
	2.2	Doors				
	2.3	Hinges				
	2.4	Locks				
	2.5	Door Position Switch				

			DCM		OTHERS	
			Materials	Labor	Materials	Labor
	2.6	Door Closure				
	2.7	Pulls				
	2.8	Window Frame				
	2.9	Window Glazing				
	2.10	Food Pass				
	2.11	Food Pass Lock				
	2.12	Food Pass Hinge				
<b>3.0</b>		<b>Cell Chase Doors</b>				
	3.1	Doors and Frames				
	3.2	Hinges				
	3.3	Smoke Seal on Chase				
	3.4	Locks				
<b>4.0</b>		<b>Cell Windows</b>				
	4.1	Window Frames				
	4.2	Window Glazing				
<b>5.0</b>		<b>Cell Insulation</b>				
<b>6.0</b>		<b>Cell Interior Finish Coatings</b>				
<b>7.0</b>		<b>Cell Furnishings</b>				
	7.1	Bunks				
	7.2	Desks and Seats				
	7.3	Mirrors				
	7.4	Clothes Hooks				
	7.5	DE - Intercom Station & Wiring				
	7.6	Surveillance Camera and Wiring				
	7.7	Intercom Station Glazing				
	7.8	Surveillance Cameras Glazing				
	7.9	Cell Padding				

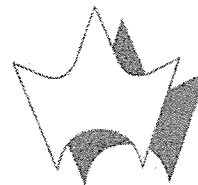
			DCM		OTHERS	
			Materials	Labor	Materials	Labor
	7.10	Exterior 3/16" Plate Steel in Exposed Area				
<b>8.0</b>		<b>Plumbing Equipment and Fixtures</b>				
	8.1	Combination Toilet/Lavatory Units				
	8.2	Handicap Toilets and Lavatories				
	8.3	Drain				
	8.4	Pressure Piping				
	8.5	Flush Valves				
	8.6	Metering Valves				
	8.7	Cell Shower Heads and Valves, Receptor Pans				
	8.8	Sprinkler System Heads				
	8.9	Sprinkler System Piping				
<b>9.0</b>		<b>Electrical and Lighting</b>				
	9.1	Surface Mounted Light Fixtures				
	9.2	Fluorescent Tubes				
	9.3	Electrical Conduit Terminated in Junction Boxes in Access Chase				
	9.4	Electrical Wiring from Fixtures to Junction Boxes				
	9.5	Communication System Intercommunication Station and Video Surveillance Junction and Back Boxes				
<b>10.0</b>		<b>HVAC</b>				
	10.1	Supply and Return Security Grilles				
	10.2	Sleeve at Cell Grilles for Duct Connection				
	10.3	Sleeve at Cell Roof for Duct Connection				
	10.4	HVAC Duct				
<b>11.0</b>		<b>Cell Installation</b>				
	11.1	Foundation Bearing Pad Installation				
	11.2	Shim Packs for Cell Setting/Leveling				
		Weld Connect Cells to Foundation				



			DCM		OTHERS	
			Materials	Labor	Materials	Labor
	11.3	Bearing Pads				
	11.4	Mezzanine Walkways, Hand-railings, and Stairs. Fabrication, Finish Painting, and Installation				
	11.5	Floor Sealer at Concrete Cell Floors				
	11.6	Security Sealant/Caulking Cell to Cell Joints				
	11.7	Provision of Suitable Site Surface Preparation for Access of Cell Transportation Trucks & Cranes				
	11.8	Deliver Cells				
	11.9	Off-load Cells				
	11.10	Crane to Off-Load Cells				
	11.11	Rigging to Off-Load Cells				
	11.12	Storage and Protection of Cells				
	11.13	Erect Cells				
	11.14	Masonry Reinforcement Brackets				
<b>12.0</b>		<b>Taxes and Bond</b>				
	12.1	Taxes				
	12.2	Bond				

## H.P. WHITE LABORATORY, INC.

3114 Scarboro Road  
Street, Maryland 21154-1822  
Telephone: (410) 838-6550  
Facsimile: (410) 838-2802  
Email: info@hpwhite.com  
www.hpwhite.com



March 19, 2007  
[HPWLI 10480-01A]  
[Revised August 16, 2007]

Maximum Security Systems, Inc.  
P.O. Box 65  
Florence, Colorado 81226

Attention: Jay Seavy

Dear Mr. Seavy:

You recently requested Forced Entry testing of a Detention Security Window, PRC series 2200, Type 6-2T. Testing was conducted outdoors at ambient conditions, using equipment and procedures specified in ASTM F2322-03, Standard Test Methods for Physical Assault on Vertical Fixed Barriers for detention and Correctional Facilities. Testing was for Grade 1 [60 Minutes], and was limited to the Wall Impact Test, Paragraph 7.2. Bullet Penetration testing, Paragraph 7.1, was not conducted. Table I provides a summary of information in the attached Data Record. Drawings of the window are enclosed, as are still photos and a DVD of the testing. There was no structural damage, and no penetration of the front or rear surfaces after the full 600-blow test.

The Detention Security Window submitted for testing **SATISFIED THE REQUIREMENTS** of Paragraph 7.2 of ASTM F2322-03 for a Grade 1 [60 Minute] rating. This conclusion is based solely on the testing of the sample submitted and should not be construed as an endorsement by H.P. White Laboratory, Inc.

Thank you for the opportunity to conduct this test. If you have any questions, please feel free to call.

Very truly yours,

H.P. White Laboratory, Inc.



Lester W. Roane

LWR/mw  
[Enclosures]

HOMER CITY COUNCIL  
491 E. PIONEER AVENUE  
HOMER, ALASKA  
[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)



**COMMITTEE OF THE WHOLE**  
**5:00 P.M. MONDAY**  
**AUGUST 14, 2017**  
**COWLES COUNCIL CHAMBERS**

MAYOR BRYAN ZAK  
COUNCIL MEMBER DAVID LEWIS  
COUNCIL MEMBER CATRIONA REYNOLDS  
COUNCIL MEMBER DONNA ADERHOLD  
COUNCIL MEMBER HEATH SMITH  
COUNCIL MEMBER TOM STROOZAS  
COUNCIL MEMBER SHELLY ERICKSON  
CITY ATTORNEY HOLLY WELLS  
CITY MANAGER KATIE KOESTER  
CITY CLERK MELISSA JACOBSEN

### **COMMITTEE OF THE WHOLE AGENDA**

- 1. CALL TO ORDER, 5:00 P.M.**
- 2. AGENDA APPROVAL** (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual, pg. 6)
- 3. 2018 BUDGET PRIORITIES**
- 4. CONSENT AGENDA**
- 5. REGULAR MEETING AGENDA**
- 6. COMMENTS OF THE AUDIENCE**
- 7. ADJOURNMENT NO LATER THAN 5:50 P.M.**  
Next Regular Meeting is Monday, August 28, 2017 at 6:00 p.m. Worksession at 4:00 p.m. and Committee of the Whole 5:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.



CALL TO ORDER  
PLEDGE OF ALLEGIANCE  
AGENDA APPROVAL



HOMER CITY COUNCIL  
491 E. PIONEER AVENUE  
HOMER, ALASKA  
[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)



**REGULAR MEETING**  
**6:00 P.M. MONDAY**  
**AUGUST 14, 2017**  
**COWLES COUNCIL CHAMBERS**

MAYOR BRYAN ZAK  
COUNCIL MEMBER DAVID LEWIS  
COUNCIL MEMBER CATRIONA REYNOLDS  
COUNCIL MEMBER DONNA ADERHOLD  
COUNCIL MEMBER HEATH SMITH  
COUNCIL MEMBER TOM STROOZAS  
COUNCIL MEMBER SHELLY ERICKSON  
CITY ATTORNEY HOLLY WELLS  
CITY MANAGER KATIE KOESTER  
CITY CLERK MELISSA JACOBSEN

## **REGULAR MEETING AGENDA**

**Worksession 4:00 p.m. and Committee of the Whole 5:00 p.m. in Homer City Hall Cowles Council Chambers.**

### **1. CALL TO ORDER, PLEDGE OF ALLEGIANCE**

Department Heads may be called upon from time to time to participate via teleconference.

### **2. AGENDA APPROVAL**

(Addition of items to or removing items from the agenda will be by unanimous consent of the Council. HCC 2.08.040.)

### **3. MAYORAL PROCLAMATIONS AND RECOGNITIONS**

- A. Mayoral Proclamation Recognizing Longtime Homer Resident Margaret Anderson  
Page 77

### **4. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA**

### **5. RECONSIDERATION**

### **6. CONSENT AGENDA**

(Items listed below will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Meeting Agenda at the request of a Councilmember.)

- A. Homer City Council unapproved Regular Meeting Minutes of July 24, 2017 City Clerk. Recommend adoption. Page 85
  - B. **Resolution 17-075**, A Resolution of the City Council of Homer, Alaska, Committing to Continual Work Towards Becoming a City that is Universally Accessible to All. Lewis. Recommend adoption. Page 97
  - C. **Resolution 17-076**, A Resolution of the City Council of Homer, Alaska, Supporting House Resolution HR 2748 Save Our Seas Act of 2017 and Senate Bill 759 the SOS Act Sponsored by Senator Dan Sullivan in the Senate and Congressman Don Young in the House. Lewis. Recommend adoption. Page 99
  - D. **Resolution 17-077**, A Resolution of the Homer City Council Awarding Sportman Supply and Rental a New 20-Year Lease for Approximately 12,500 Square Feet that Includes Tract 1-C The Fishin Hole Sub. No. 2, KPB Parcel No. 18103119, with an Annual Base Rent of Approximately \$11,375.00 and Authorizing the City Manager to Move Forward with Lease Negotiations and Execute the Appropriate Documents. City Manager. Recommend adoption. Page 117
- Memorandum 17-111 from City Manager as backup. Page 119

## 7. VISITORS

- A. Exercise Northern Edge Brief - Alex Stone, Navy Environmental and Tim Croft, Alaskan Command

## 8. ANNOUNCEMENTS/PRESENTATIONS/BOROUGH REPORT/COMMISSION REPORTS (10 minute limit per report)

- A. Borough Report
- B. Commissions/Board Reports:
  - 1. Library Advisory Board
  - 2. Homer Advisory Planning Commission
  - 3. Economic Development Advisory Commission
  - 4. Parks Art Recreation and Culture Advisory Commission



5. Port and Harbor Advisory Commission

6. Cannabis Advisory Commission

**9. PUBLIC HEARING(S)**

A. **Ordinance 17-28**, An Ordinance of the City Council of Homer, Alaska Amending HCC 4.30.070(a) to Include a Commissioned Officer in the Armed Forces, as an Attesting Official and Change the Requirement for Two Attesting Witnesses who are at Least 18 Years of Age to One Attesting Witness who is at Least 18 of Age for an Absentee by Mail Ballot. City Clerk. Introduction July 24, 2017, Public Hearing and Second Reading August 14, 2017. Page 133

B. **Ordinance 17-29**, An Ordinance Of The City Council Of Homer, Alaska, Accepting And Appropriating An FY 2015 State Homeland Security Program Reallocation Grant From The Division Of Homeland Security And Emergency Management (DHS&EM) In The Amount Of \$110,000 For A Backup Generator At The Port And Harbor And Authorizing The City Manager To Execute The Appropriate Documents. City Manager. Introduction July 24, 2017, Public Hearing and Second Reading August 14, 2017. Page 139

Memorandum 17-106 from Special Projects & Communications Coordinator as back up.

C. **Ordinance 17-30**, An Ordinance of the City Council of Homer Alaska, Approving a Contract with Homer Real Estate for Real Estate Services to Market and Sell Lot 1 Harry Feyer Subdivision, Section 14, Township 6 South, Range 13 West, Seward Meridian, KPB Parcel No. 179-110-05 And Authorizing the City Manager to Adjust the Sales Price, the Balance of the Assessments, and the Realtor's Commission to Facilitate a Sale. City Manager. Introduction July 24, 2017, Public Hearing and Second Reading August 14, 2017. Page 153

Memorandum 17-110 from City Manager as backup. Page 157

**10. ORDINANCE(S)**

**11. CITY MANAGER'S REPORT**

A. City Manager's Report Page 171

**12. CITY ATTORNEY REPORT**

**13. COMMITTEE REPORT**

- A. Employee Committee Report
- B. Americans with Disabilities Act Compliance Committee
- C. Police Station Building Task Force

**14. PENDING BUSINESS**

- A. **Resolution 17-074**, A Resolution of the City Council of Homer, Alaska, Authorizing Stantec Architecture to Prepare 10% Concept Design Including Preliminary Cost Estimates for Three Options for Construction of a New Police Station and Scheduling a Facilitated Worksession with Council. Aderhold. Page 187

**Resolution 17-074(S)**, A Resolution of the City Council of Homer, Alaska, Authorizing Stantec Architecture to Prepare 10% Concept Design Including Preliminary Cost Estimates for Three Options for Construction of a New Police Station and Scheduling a Facilitated Worksession with Council. Aderhold. Page 191

**Resolution 17-074(S-2)**, A Resolution of the Homer City Council Directing the City Manager to Hire a Local Skilled Facilitator and Schedule a Worksession to Build Consensus Among Councilmembers Regarding the Site and Building Concept for a New Police Station. Aderhold. Page 195

**15. NEW BUSINESS**

**16. RESOLUTIONS**

**17. COMMENTS OF THE AUDIENCE**

**18. COMMENTS OF THE CITY ATTORNEY**

**19. COMMENTS OF THE CITY CLERK**

**20. COMMENTS OF THE CITY MANAGER**

**21. COMMENTS OF THE MAYOR**

**22. COMMENTS OF THE CITY COUNCIL**

**23. ADJOURNMENT**

Next Regular Meeting is Monday, August 28, 2017 at 6:00 p.m., Worksession at 4:00 p.m., and Committee of the Whole 5:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

MAYORAL PROCLAMATIONS  
AND RECOGNITIONS



CITY OF HOMER  
HOMER, ALASKA

**MAYOR'S PROCLAMATION**

RECOGNIZING LONGTIME HOMER RESIDENT  
MARGARET ANDERSON

WHEREAS, Margaret Anderson became a resident of Homer in 1949 when she married her husband Fred Anderson; and

WHEREAS, Margaret Anderson was a teacher in other Alaska communities before becoming one of six teachers at Homer Territorial School from 1950-51, after which she retired to start a family and become a volunteer; and

WHEREAS, Margaret Anderson was the first woman to be elected to public office in Homer in a upset election over the incumbents for a seat on the Kenai Peninsula Public Utility District No. 1 (P.U.D.), the political subdivision preceding the City of Homer; and

WHEREAS, She served the board as Treasurer, Secretary, and President (equivalent of Mayor) when the board's main project was the construction of the Homer Hospital-Health Center; and

WHEREAS, She served as chair of the first hospital board and, working with nurse Leola Thom, secured funding to fully equip the first hospital and start the first hospital addition; and

WHEREAS, Margaret Anderson was a member of the earliest Planning Commission and Economic Development Board and her continued volunteer service also included:

- Homer Society of Natural History from 1965-1974, she developed the grant application that led to the construction of the museum
- Committee on Aging beginning in 1960, her efforts led to the development of the senior citizens center, one of the first in the state and a model for other cities
- Homer City Council, appointed in 1970 and elected to a three year term
- Sexton of the Homer Pioneer Cemetery prior to 1967 until her death

NOW, THEREFORE, I, Bryan Zak, Mayor, do hereby recognize Longtime Homer Resident;

*Margaret Anderson*

And encourage citizens to honor her significant contributions to our community by volunteering and voting.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the official seal of the City of Homer, Alaska, on this 14<sup>th</sup> day of August, 2017.

CITY OF HOMER

\_\_\_\_\_  
BRYAN ZAK, MAYOR

ATTEST:

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



PUBLIC COMMENTS  
UPON MATTERS  
ALREADY ON THE AGENDA





# RECONSIDERATION



# CONSENT AGENDA



Session 17-18 a Regular Meeting of the Homer City Council was called to order on July 24, 2017 at 6:00 p.m. by Mayor Zak at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

**PRESENT:** COUNCILMEMBERS: ADERHOLD, ERICKSON, LEWIS, REYNOLDS, SMITH,  
STROOZAS

STAFF: CITY MANAGER KOESTER  
CITY CLERK JACOBSEN  
CITY ATTORNEY DAVIES  
PORT DIRECTOR HAWKINS  
LIBRARY DIRECTOR DIXON  
PUBLIC WORKS DIRECTOR MEYER  
FIRE CHIEF PAINTER

Department Heads may be called upon from time to time to participate via teleconference.

#### **AGENDA APPROVAL**

(Addition of items to or removing items from the agenda will be by unanimous consent of the Council. HCC 2.08.040.)

The following changes were made: **CONSENT AGENDA Ordinance 17-30**, An Ordinance of the City Council of Homer Alaska, Approving a Contract with Homer Real Estate for Real Estate Services to Market and Sell Lot 1 Harry Feyer Subdivision, Section 14, Township 6 South, Range 13 West, Seward Meridian, KPB Parcel No. 179-110-05 And Authorizing the City Manager to Adjust the Sales Price, the Balance of the Assessments, and the Realtor's Commission to Facilitate a Sale. Memorandum 17-110 from City Manager as backup. **Resolution 17-072**, A Resolution of the City Council of Homer, Alaska, Approving and Accepting the Renewal of the Contract for Special Services for FY2018 with the Alaska Department of Public Safety in the Amount of \$36,000 and Authorizing the City Manager to Execute the Appropriate Documents. Copy of Special Services Contract as backup. **ORDINANCES Ordinance 17-31(S)**, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds in the Amount of \$1,121,591 from the Homer Permanent Fund to Pay Off the Library Construction Loan **and Designating the Remainder of the Fund Balance of the Permanent Fund for Construction of the New Police Station. Smith.** Written public comment and Memorandum from City Attorney Klinkner as backup. **RESOLUTIONS Resolution 17-073(S)**, A Resolution of the Homer City Council Awarding the Contract for the Construction of the Soundview Sidewalk and Pedestrian Safety Improvement Project to the Firm of East Road Services, Inc. of Homer, Alaska, in the Amount of \$442,083 and Authorizing the City Manager to Execute the Appropriate Documents. City Manager/Public Works Director. Memorandum 17-109 from Public Works Director as backup. **Resolution 17-074(S)**, A Resolution of the City Council of Homer, Alaska, Authorizing Stantec Architecture to Prepare 10% Concept Design Including Preliminary Cost Estimates for Three Options for Construction of a New Police Station and Scheduling a Facilitated Worksession with Council. Written public comment.

Mayor Zak asked for a motion to approve the agenda.

LEWIS/REYNOLDS SO MOVED.

There was no discussion

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

### **MAYORAL PROCLAMATIONS AND RECOGNITIONS**

A. Mayoral Proclamation – Homer, Alaska, City of Peonies

Mayor Zak read the proclamation and presented it to Jan Knutson with the Homer Chamber of Commerce and Pioneer Avenue Task Force members.

Jan Knutson acknowledged the growers and noted the Chamber has received another award, the Alaska Business Monthly recognized Homer as the number one travel destinations in Alaska in their July issue.

### **PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA**

Angie Newby, city resident, commented regarding the Mayoral Proclamation and the impact the proclamation and the Alaska Business Award. In June the State Chamber of Commerce Board was here as part of a community outreach program to see how Homer is economically. In looking at some of Homer's enterprises, the group visited Beth VanSandt's Scenic Place Peonies and were impressed by the economic development opportunity the peonies have presented. They came away recognizing how independent and entrepreneurial the spirit is here in Homer.

Tom Zitzman, city resident, commented regarding the City Permanent Fund. He would like the amount originally deposited into the fund, the returns since the funds commenced to be available to the public. The original ordinance is a fantastic idea and the amount of funds awarded to the city, which invested appropriately, can have huge payoffs over the years. He isn't supportive of Ordinance 17-32, it seems to be an over simplification of a complicated process and investment of those funds because of what they can grow to over the years can create a significant legacy for the city. He asked them to look for professional counsel to develop an investment policy statement. He complemented the City Manager for addressing the oversight and bringing it and the corrected information to the council and public's attention.

Jack Bennett, a liaison to Alaskan Legacy Peonies on Lookout Mt., commented that Les and Melissa Saltzman wanted to thank the City for this proclamation.

Karin Marks, city resident and member of Pioneer Revitalization Task Force, acknowledged the proclamation is a compilation of the work they have been working on to put this into place. The task force is still going strong and will continue working on the pathway.

### **RECONSIDERATION**

### **CONSENT AGENDA**

(Items listed below will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Meeting Agenda at the request of a Councilmember.)

Homer City Council unapproved Regular Meeting Minutes of June 26, 2017 City Clerk. Recommend adoption.

- A. **Memorandum 17-102** from Mayor, Re: Re-appointment of Tom Bos to the Advisory Planning Commission, Appointments of Dale Banks to the Advisory Planning Commission and Kate Finn to the Library Advisory Board.
- B. **Ordinance 17-28**, An Ordinance of the City Council of Homer, Alaska Amending HCC 4.30.070(a) to Include a Commissioned Officer in the Armed Forces, as an Attesting Official and Change the Requirement for Two Attesting Witnesses who are at Least 18 Years of Age to One Attesting Witness who is at Least 18 of Age for an Absentee by Mail Ballot. City Clerk. Recommended dates: Introduction July 24, 2017, Public Hearing and Second Reading August 14, 2017.
- C. **Ordinance 17-29**, An Ordinance Of The City Council Of Homer, Alaska, Accepting And Appropriating An FY 2015 State Homeland Security Program Reallocation Grant From The Division Of Homeland Security And Emergency Management (DHS&EM) In The Amount Of \$110,000 For A Backup Generator At The Port And Harbor And Authorizing The City Manager To Execute The Appropriate Documents. City Manager. Recommended dates: Introduction July 24, 2017, Public Hearing and Second Reading August 14, 2017.

Memorandum 17-106 from Special Projects and Communications Coordinator

- D. **Ordinance 17-30**, An Ordinance of the City Council of Homer Alaska, Approving a Contract with Homer Real Estate for Real Estate Services to Market and Sell Lot 1 Harry Feyer Subdivision, Section 14, Township 6 South, Range 13 West, Seward Meridian, KPB Parcel No. 179-110-05 And Authorizing the City Manager to Adjust the Sales Price, the Balance of the Assessments, and the Realtor's Commission to Facilitate a Sale. City Manager. Recommended dates: Introduction July 24, 2017, Public Hearing and Second Reading August 14, 2017.
- E. **Resolution 17-071**, A Resolution of the City Council of Homer, Alaska, Awarding the Contract for the Frisbee Court Paving Improvements Project to the Firm of East Road Services, Inc. of Homer, Alaska in the Amount of \$156,102 and Authorizing the City Manager to Execute the Appropriate Documents. City Manager/Public Works Director.

Memorandum 17-105 from Public Works Director as back up.

- F. **Resolution 17-072**, A Resolution of the City Council of Homer, Alaska, Approving and Accepting the Renewal of the Contract for Special Services for FY2018 with the Alaska Department of Public Safety in the Amount of \$36,000 and Authorizing the City Manager to Execute the Appropriate Documents. City Manager/Police Chief.

Memorandum 17-107 from Police Chief as backup.

Mayor Zak asked for a motion to adopt the consent agenda.

LEWIS/REYNOLDS SO MOVED.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

## **VISITORS**

### **ANNOUNCEMENTS/PRESENTATIONS/BOROUGH REPORT/COMMISSION REPORTS (10 minute limit per report)**

#### **A. Borough Report**

Kelly Cooper, Assembly President, reported there will be a public hearing on August 1 to put a ballot question on the October ballot for the issuance of a \$5 million general obligation bond based over three years to replace the antiquated heat vac system in the Borough Admin Building. It equates to \$7.28 per \$100,000 of assessed taxable property value, 3.5% average rate, and a 15 year payback. The heat vac system has not been updated since the building was built in the 60's and the utility costs will go down significantly after the upgrades. There will be public hearings August 1 and 15 regarding the bed tax. The current proposal is a bed tax up to 8% borough wide. In areas where cities institute a bed tax, the amount will be split between the borough and the city, for example if the City of Homer implements a 4% bed tax, the borough would retain the other 4%. The Homer Annex will be open for the August 1 public hearing to take testimony regarding the bed tax only. The estimated revenue is \$3.1 to 3.8 million for the borough and approximately \$500 to \$580 thousand for Homer. She will be offering a laydown ordinance asking for the sales tax cap to be increased from \$500 to \$1000 and exempting long term property rentals; the revenue returns will be comparable. She addressed measures the Borough has taken to reduce the budget including combining departments, reducing hours at the land fill and instituting cost saving projects, but still find a \$4.1 million drawdown. This is due to flattening of the sales tax, education funding increase, state funding decrease, more residents eligible for the senior property exemption, seasonal sales tax exemptions, increase of property tax exemption from \$20 to \$50 thousand, and mil rate reductions from 8.5 in 1993 to the current 4.5. There are five assembly seats open this election and candidacy filing opens August 1 – August 15.

Discussion ensued with councilmembers and points included:

If the up to 8% bed tax passes at the Borough and the City of Homer does not implement a bed tax, the Borough will retain the full amount, up to 8% collected. The sales tax cap ordinance Assembly President Cooper is submitting will not be in addition to the bed tax, it's expected one of the two will be put on the ballot.

There isn't a cap proposed for tourism related activities that currently are not capped, but an amendment could be proposed in relation to the bed tax proposal. Assembly President Cooper will suggest it during the committee meeting.



Implementing a tourism tax in lieu of a bed tax hasn't had a clear consensus through the tourism industry on what direction to go timely for the ballot deadlines and were agreeable to Ms. Cooper's proposal she'll bring forward.

B. Commissions/Board Reports:

1. Library Advisory Board
2. Homer Advisory Planning Commission
3. Economic Development Advisory Commission

Karin Marks, Economic Development Advisory Commission Chair, commented the Business Retention and Expansion survey is underway, people are responding, and they intend to continue to advertise. They are pleased that people who are responding are giving good feedback to the open ended questions and some have requested follow up. Commissioners are reaching out to those people. The survey is directed towards business owners and she encouraged people to participate whether they've been in business before or are in business now.

4. Parks Art Recreation and Culture Advisory Commission
5. Port and Harbor Advisory Commission

Mark Zeiset, Port and Harbor Advisory Commissioner, commented that he's pleased with Ordinance 17-29 for the harbor generator and thinks it will be very beneficial. He reported the Commission will be discussing allowing an RV's in the marine commercial district at their next meeting and invited people to attend.

6. Cannabis Advisory Commission

**PUBLIC HEARING(S)**

- A. **Ordinance 17-26**, An Ordinance of the City Council of Homer, Amending the FY 2017 Operating Budget by Appropriating \$18,095 from the Fire Donations Fund to Purchase a New ATV and Rescue Skid Unit. City Manager/Fire Chief. Introduction June 26, 2017, Public Hearing and Second Reading July 24, 2017.

Memorandum 17-094 from Training Officer/Captain as backup.

**Ordinance 17-26(S)**, An Ordinance of the City Council of Homer, Amending the FY 2017 Operating Budget by Appropriating ~~\$18,095~~ \$10,268 from the Fire Donations Fund **and Authorizing the Expenditure of \$7,827 from the State of Alaska Fire Department Equipment Upgrades Grant** to Purchase a New ATV and Rescue Skid Unit. City Manager/Fire Chief. Introduction June 26, 2017, Public Hearing and Second Reading July 24, 2017.

Mayor Zak opened the public hearing. There were no comments and the hearing was closed.

Mayor Zak asked for a motion for the adoption of Ordinance 17-26 by reading of title only for second and final reading.

LEWIS/REYNOLDS SO MOVED

Mayor Zak asked for a motion to substitute Ordinance 17-26(S) for 17-26.

LEWIS/REYNOLDS SO MOVED

There was no discussion to substitute.

VOTE (motion to substitute): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

There was no discussion on the main motion.

VOTE (main motion): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- B. **Ordinance 17-27**, An Ordinance of the City Council of Homer, Alaska, Amending the 2017 Operating Budget by Appropriating Sewer Reserve Funds in the amount of \$16,000 for the Replacement of Security Fencing at the Sewer Treatment Plant. City Manager/Public Works Director. Introduction June 26, 2017, Public Hearing and Second Reading July 24, 2017.

Memorandum 17-100 from Public Works Director as backup.

Mayor Zak opened the public hearing. There were no comments and the hearing was closed.

Mayor Zak asked for a motion for the adoption of Ordinance 17-27 by reading of title only for second and final reading.

LEWIS/REYNOLDS SO MOVED

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

#### **ORDINANCE(S)**

- A. **Memorandum 17-103** from City Clerk, Re: Rescind Ordinance 17-23, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds in the Amount of \$2,344,784 from the Homer

Permanent Fund to Pay Off the Library Construction Loan and Help Fund a New Police Station, and Repealing HCC Chapter 3.12, Permanent Fund. Lewis.

Mayor Zak asked if there is a motion to rescind Ordinance 17-23.

LEWIS/REYNOLDS SO MOVED

Councilmember Smith commented that with the presentation of the proper information regarding the permanent fund, he still supports leaving it as is and pay off the debt of the library loan and help fund the new police station. The fund as it is now is not inflation proof, he doesn't see it ever realizing the dream of what it was going to become, and if we sell off half to pay off the library the earning power is cut in half. The only way to secure the money we've made so far is to sell it and we have no chance of losing any of it.

Councilmember Erickson noted that if the fund is maintained after the library is paid off, the balance could continue to earn until such time as they need it for construction of the police station.

VOTE: NO: LEWIS, SMITH, ADERHOLD, REYNOLDS, STROOZAS, ERICKSON

Motion failed.

It was clarified with the City Clerk and City Attorney that Ordinances 17-31 and 17-32 should not be introduced because Ordinance 17-23 remains in effect.

- B. **Ordinance 17-31**, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds in the Amount of \$1,121,591 from the Homer Permanent Fund to Pay Off the Library Construction Loan. Lewis. Recommended dates: Introduction July 24, 2017, Public Hearing and Second Reading August 14, 2017.
  
- C. **Ordinance 17-32**, An Ordinance of the City Council of Homer, Alaska, Amending Chapter 3.12, Permanent Fund and HCC 3.10.130, Governance of Permanent Fund, to Remove all References of Subfunds and Establish a Balanced Fund as the Investment Mechanism for the Homer Permanent Fund. Stroozas. Recommended dates: Introduction July 24, 2017, Public Hearing and Second Reading August 14, 2017.

Memorandum 17-108 from City Manager as backup.

#### **CITY MANAGER'S REPORT**

- A. City Manager's Report
  
- B. Bid Report

Councilmember Stroozas asked for clarification regarding the status of the permanent fund. City Manager Koester explained Ordinance 17-23 remains in effect and that the library loan will be paid off and the balance will go into the Police Station building fund.

Councilmember Smith asked how much money is left from the community assistance to help with the SPARC building and if the balance could be used for the expanded use of the HERC facility. City Manager Koester said she would check the status and report back.

Question was raised regarding the timeline for the Greatland Extension and a left turn lane. At the request of the City Manager, Public Works Director Meyer touched on the current workload for the department and explained there are a lot of permits that need to be acquired before they can move forward with design and put the project out to bid. The left turn lane option will be decided during the design of the project.

Councilmember Lewis asked about the other City Manager's reaction to the proposed bed tax. City Manager Koester explained that Seward, Kenai, and Soldotna are home rule cities. Seward has a bed tax and Kenai has a bed tax on their books and has been considering it. Soldotna recently became home rule to be able to tax food year round and to be able to consider the bed tax.

Mayor Zak expounded on his and City Manager Koester's recent meeting with the Governor. He added that the Governor's wife will be here again in October for Opioid Task Force meetings.

#### **CITY ATTORNEY REPORT**

Attorney Davies had no report but Attorney Wells will have a written report for their next meeting.

#### **COMMITTEE REPORT**

- A. Employee Committee Report
- B. Americans with Disabilities Act Compliance Committee

Councilmember Aderhold reported on the recent survey work that has been completed on the Library and most of the restrooms on the spit. They have been compiling questions throughout the process to address when David Barton from the Northwest ADA center visits next month.

- C. Police Station Building Task Force

#### **PENDING BUSINESS**

#### **NEW BUSINESS**

- A. **Memorandum 17-104** from City Clerk, Re: Vacation of the North 10 Feet of the Existing 20-foot Wide Easement Along the South Boundary of Lots 115 and 116 as dedicated on Bay View Subdivision, Plat HM 839; Located Within the SW1/4 SW1/4 of Section 21, T06S, R13W S.M., Alaska Within the KPB; file 2017-062V.

Mayor Zak asked for a motion for the approval of the recommendation in Memorandum 17-104.

LEWIS/REYNOLDS SO MOVED

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

## RESOLUTIONS

A. **Resolution 17-073**, A Resolution of the City Council of Homer, Alaska, Awarding the Contract for the Soundview Sidewalk Improvements Project to the Firm to be Named the Amount to be Disclosed and Authorizing the City Manager to Execute the Appropriate Documents. City Manager/Public Works Director.

**Resolution 17-073(S)**, A Resolution of the City Council of Homer, Alaska, Awarding the Contract for the Soundview Sidewalk Improvements Project to the Firm to be East Road Services, Inc. of Homer, Alaska, the Amount of \$442,083 and Authorizing the City Manager to Execute the Appropriate Documents. City Manager/Public Works Director.

Memorandum 17-109 from Public Works Director as backup.

Mayor Zak asked for a motion for the adoption of Resolution 17-073 by reading of title only.

LEWIS/REYNOLDS SO MOVED

Mayor Zak asked for a motion for to substitute Resolution 17-073(S) for 17-073.

LEWIS/REYNOLDS SO MOVED

There was no discussion on the motion to substitute.

VOTE (motion to substitute): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

ADERHOLD/LEWIS MOVED TO AMEND LINE 29 TO DELETE FRISBEE COURT PAVING AND REPLACE THAT WITH SOUNDVIEW SIDEWALK AND PEDESTRIAN SAFETY IMPROVEMENT.

There was no discussion.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

There was brief discussion that this project would likely be completed later in September and that the improvement will be maintained by the city.

VOTE (main motion as amended): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- B. **Resolution 17-074**, A Resolution of the City Council of Homer, Alaska, Authorizing Stantec Architecture to Prepare 10% Concept Design Including Preliminary Cost Estimates for Three Options for Construction of a New Police Station and Scheduling a Facilitated Worksession with Council. Aderhold.

**Resolution 17-074(S)**, A Resolution of the City Council of Homer, Alaska, Authorizing Stantec Architecture to Prepare 10% Concept Design Including Preliminary Cost Estimates for Three Options for Construction of a New Police Station and Scheduling a Facilitated Worksession with Council. Aderhold.

Mayor Zak asked for a motion for the adoption of Resolution 17-074 by reading of title only.

LEWIS/REYNOLDS SO MOVED

Mayor Zak asked for a motion to substitute Resolution 17-074(S) for 17-074.

LEWIS/REYNOLDS SO MOVED

ERICKSON/LEWIS MOVED TO POSTPONE THIS TO THE NEXT WORKSESSION BEFORE VOTING ON THIS.

There was brief discussion clarifying council had talked about postponing at their committee of the whole meeting and that the Police Chief will attend the worksession.

VOTE (motion to postpone): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

### **COMMENTS OF THE AUDIENCE**

Jay Bechtol, South Peninsula Behavioral Health Director, thanked Council for an opportunity to comment. He has met most of the councilmembers informally and he is interested in knowing how his agency can best serve the City. They are currently going through strategic planning with the Staff and Board of Directors, and he's challenged them to find a three tiered outcome. He wants their budget to balance, their clients to get better, and to serve the community and the goal is to do all three well. He encouraged the council and community to share their thoughts or needs for the community that are centered on health, health care, substance abuse, and care for developmentally disabled. He would love to hear them so they can put together a plan for the agency that addresses those needs. He encouraged people to contact him directly at The Center.

Mayor Zak invited Mr. Bechtol to present to the Council as a visitor at a future meeting.

Sarah Vance, city resident, commented regarding Resolution 17-074(S) and said she's excited to see there will be a further worksession on the issue before money is appropriated to Stantec. Her concerns are how we will pay for the building in general and we need to take a closer look at the three options before asking for a 10% design on them. In the most recent police station building task force report on \$6 and \$9 million, they concluded we can't even afford the regular maintenance costs on the \$9 million. If we know that now, why put money into look into further design, even at 10%. Ms. Vance added there are so many unknown variables with the HERC building, she questions why we would even consider it.

Tom Zitzman, city resident, commented they made a big decision regarding the police station. He thinks we all agree it's a necessity and it needs to be moved forward. We will pay for it as a requirement of the city is to provide health, safety, and protection of its citizens and a public safety building is a huge part of that commitment and obligation. He asked they look at the project over a period of 15, 30, and 45 years and submit to the residents the part of the project necessary now and would take us through the next 15 years and have phases for the future residents to pay for. Perhaps that will make it more palatable and pass at the polls.

Kimberly Ketter, city resident, said she's glad to hear the library will be paid off. The comments from the Public Works Director regarding Greatland made sense to her and she supports having a left turn lane there. She bikes and it will help with safety. She appreciated the comments from the SPBH Director regarding the three tiers, all three have to work. She has concerns about the lack of rules and structure at the Haven House. She doesn't know how the women are supposed to self-empower without any requirements to get assessments with mental health. In her experience, therapy and structure are a must when dealing with domestic violence and substance abuse issues. She feels that is something to be addressed when looking at the tiers to serve our community. Cicada is also very limited on what they are allowed to provide. They do the best they can with what they have but they need more resources.

Public Works Director Carey Meyer updated the Council on current projects and what is upcoming next year. Current projects include:

- Frisbee Court Paving project
- Soundview Sidewalk project
- Fire Station Upgrades

Projects almost completed include:

- Hickerson Memorial Cemetery Upgrades
- Eric Lane in Lillian Walli Subdivision
- Kachemak Drive water and sewer
- Slip-lining of the storm drain on Bunnell Street

Projects in the works:

- Ramp 2 Restroom Replacement
- Harbormasters Office Emergency Generator
- Heating, ventilation, and mechanical improvements at the Sewer Treatment Plant

Ongoing efforts:

- Assessing how to continue to use the HERC in a cost effective manner
- Getting the City in a position to be eligible for some of the infrastructure funding that's being discussed

He said there's a lot going on and we are trying, like everyone else, to make Homer a better place to be.

**COMMENTS OF THE CITY ATTORNEY**

Attorney Davies had no comment.

**COMMENTS OF THE CITY CLERK**

City Clerk Jacobsen announced the candidacy filing period opens for two city council seats on August 1<sup>st</sup> through noon on August 15<sup>th</sup>, and that applications are available on line.

**COMMENTS OF THE CITY MANAGER**

City Manager Koester had no comment.

**COMMENTS OF THE MAYOR**

Mayor Zak acknowledged Daisy Lee Bitter in the audience and thanked her for attending the meeting.

**COMMENTS OF THE CITY COUNCIL**

Councilmember Stroozas said he's glad to be back. He recently attended the National Elks Convention in Reno, Nevada.

Councilmember Smith commented on the visit from the Borough's sister city delegation from Akita Japan. He appreciated the meeting and spending time with them and thanked Assembly President Cooper for bringing them to Homer.

Councilmember Erickson commented it's been fun being outside in the sun. This weekend there is a big city league softball tournament that's always fun to go to.

Councilmembers Reynolds, Lewis, and Aderhold had no comments.

**ADJOURN**

There being no further business to come before the Council, Mayor Zak adjourned the meeting at 7:37 p.m. The next Regular Meeting is Monday, August 14, 2017 at 6:00 p.m. and Committee of the Whole 5:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

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MELISSA JACOBSEN, MMC, CITY CLERK

Date: \_\_\_\_\_



**CITY OF HOMER  
HOMER, ALASKA**

Lewis

**RESOLUTION 17-075**

A RESOLUTION OF THE HOMER CITY COUCNIL COMMITTING TO  
CONTINUING TO WORK TOWARDS BECOMING A CITY THAT IS  
UNIVERSALLY ACCESSIBLE TO ALL

WHEREAS, The population of Homer, Alaska and the United States is growing older; and

WHEREAS, This aging population has the most disposable income of all age groups; and

WHEREAS, The City of Homer has made significant progress in working towards becoming a City that is Universally Accessible to All by establishing the Americans With Disabilities Act (ADA) Compliance Committee via Resolution 16-057; and

WHEREAS, The ADA Committee is tasked with developing a transition plan and establishing an ADA grievance procedure as outlined in Title II of the Americans with Disabilities Act; and

WHEREAS, Council appropriated \$25,000 in the 2017 budget to help the committee on the first step of developing a transition plan, a self-evaluation on how all City facilities and programing can improve accessibility; and

WHEREAS, The City of Homer's Departments, Commissions and Committees are committed to improving accessibly of City facilitating and programing to work towards making the City Universally Accessible to All; and

WHEREAS, The City should continue to work towards making Homer a city that accommodates and welcomes individuals who are over the age of 65 as well as those who experience a handicap to live in or visit Homer

WHEREAS, Homer is in competition with coastal towns in southcentral Alaska for Tourism and could increase our number of visitors and population by advertising Homer as Universally Accessible; and

WHEREAS, The Homer Chamber of Commerce has an important role to play in making businesses more accessible and is encouraged to work towards helping their members with accessibility awareness and improvements.

42           NOW THEREFORE BE IT RESOLVED the City of Homer will work towards becoming a City  
43 that is universally accessible to all.

44  
45           BE IT FURTHER RESOLVED that the ADA committee will review the draft Comprehensive  
46 Plan and make suggestions as to how to prioritize accessibility in our most important planning  
47 document.

48  
49           BE IT FURTHER RESOLVED the City of Homer will explore joining the World Health  
50 Organizations Global Network of Age-Friendly Cities and Communities.

51  
52

CITY OF HOMER

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\_\_\_\_\_  
BRYAN ZAK, MAYOR

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57  
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59 ATTEST:

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61

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

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64  
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66 Fiscal Note: N/A

**CITY OF HOMER  
HOMER, ALASKA**

Lewis

**RESOLUTION 17-076**

A RESOLUTION OF THE CITY OF HOMER IN SUPPORT OF HOUSE  
RESOLUTION HR 2748 SAVE OUR SEAS ACT OF 2017 AND SENATE  
BILL 756 THE SOS ACT SPONSORED BY SENATOR DAN SULLIVAN  
IN THE SENATE AND CONGRESSMAN DON YOUNG IN THE HOUSE.

WHEREAS, Both Congressman Young and Senator Sullivan recognize that healthy and  
clean oceans are vital to the Alaskan economy and the economy of Homer; and

WHEREAS, Monies provided for beach clean will assist with keeping our oceans and  
beaches clear of hazards materials that will harm Marine wildlife; and

WHEREAS, This act has support from both sides of the aisle in the House and the Senate;  
and

WHEREAS, Any laws, treaties, accords or agreements that protect our seas are vital to  
the economy Homer; and

WHEREAS, We understand that whatever hurts the Oceans, Seas, Bays, Gulfs and Inlets  
will hurt the fisheries which in turn will have a devastating effect on the Homer economy and  
the people of Homer.

NOW, THEREFORE, BE IT RESOLVED that the city of Homer supports HR2748 and Senate  
Bill 756, The Save our Seas Act of 2017 and any and all agreements that work to keep our  
oceans healthy.

CITY OF HOMER

\_\_\_\_\_  
BRYAN ZAK, MAYOR

ATTEST:

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

Fiscal Note: N/A



115TH CONGRESS  
1ST SESSION

# H. R. 2748

To reauthorize and amend the Marine Debris Act to promote international action to reduce marine debris, and for other purposes.

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## IN THE HOUSE OF REPRESENTATIVES

MAY 25, 2017

Mr. YOUNG of Alaska (for himself, Ms. BONAMICI, Mr. LOWENTHAL, Mr. BEYER, Mr. CRIST, Ms. PINGREE, Mr. CURBELO of Florida, Mrs. RADEWAGEN, Miss GONZÁLEZ-COLÓN of Puerto Rico, Mr. MAST, Mr. HUFFMAN, and Mr. LOBIONDO) introduced the following bill; which was referred to the Committee on Transportation and Infrastructure, and in addition to the Committee on Natural Resources, for a period to be subsequently determined by the Speaker, in each case for consideration of such provisions as fall within the jurisdiction of the committee concerned

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## A BILL

To reauthorize and amend the Marine Debris Act to promote international action to reduce marine debris, and for other purposes.

1 *Be it enacted by the Senate and House of Representa-*  
2 *tives of the United States of America in Congress assembled,*

3 **SECTION 1. SHORT TITLE.**

4 This Act may be cited as the “Save Our Seas Act  
5 of 2017” or the “SOS Act of 2017”.

1 **SEC. 2. NOAA MARINE DEBRIS PROGRAM.**

2 Subsection (b) of section 3 of the Marine Debris Act  
3 (33 U.S.C. 1952(b)) is amended—

4 (1) in paragraph (4), by striking “and” at the  
5 end;

6 (2) in paragraph (5)(C), by striking the period  
7 at the end and inserting a semicolon; and

8 (3) by adding at the end the following:

9 “(6) work with other Federal agencies to de-  
10 velop outreach and education strategies to address  
11 both land- and sea-based sources of marine debris;  
12 and

13 “(7) work with the Department of State and  
14 other Federal agencies to promote international ac-  
15 tion to reduce the incidence of marine debris.”.

16 **SEC. 3. ASSISTANCE FOR SEVERE MARINE DEBRIS EVENTS.**

17 Section 3 of the Marine Debris Act (33 U.S.C. 1952)  
18 is amended by adding at the end the following new sub-  
19 section:

20 “(d) ASSISTANCE FOR SEVERE MARINE DEBRIS  
21 EVENTS.—

22 “(1) IN GENERAL.—At the discretion of the Ad-  
23 ministrator or at the request of the Governor of an  
24 affected State, the Administrator shall determine  
25 whether there is a severe marine debris event.

26 “(2) ASSISTANCE.—

1           “(A) IN GENERAL.—If the Administrator  
2 makes a determination under paragraph (1)  
3 that there is a severe marine debris event, the  
4 Administrator is authorized to make sums  
5 available to be used by the affected State or by  
6 the Administrator in cooperation with the af-  
7 fected State—

8                   “(i) to assist in the cleanup and re-  
9 sponse required by the severe marine de-  
10bris event; or

11                   “(ii) such other activity as the Admin-  
12istrator determines is appropriate in re-  
13sponse to the severe marine debris event.

14           “(B) PRIORITY ASSISTANCE.—In providing  
15 assistance under this paragraph, the Adminis-  
16trator shall prioritize assistance for activities to  
17respond to a severe marine debris event—

18                   “(i) in a rural or remote community;

19                   or

20                   “(ii) in a habitat of national concern.

21           “(3) FUNDING.—

22                   “(A) FEDERAL SHARE.—The Federal  
23 share of the cost of an activity carried out  
24 under the authority of this subsection shall  
25 be—

1           “(i) if the activity is funded wholly by  
2           funds made available by an entity, includ-  
3           ing the government of a foreign country, to  
4           the Federal Government for the purpose of  
5           responding to a severe marine debris event,  
6           100 percent of the cost of the activity; or

7           “(ii) for any activity other than an ac-  
8           tivity funded as described in clause (i), 75  
9           percent of the cost of the activity.

10           “(B) LIMITATION ON ADMINISTRATIVE EX-  
11           PENSES.—In the case of an activity funded as  
12           described in subparagraph (A)(i), not more  
13           than 5 percent of the funds made available for  
14           the activity may be used by the Administrator  
15           for administrative expenses.”.

16 **SEC. 4. SENSE OF CONGRESS ON INTERNATIONAL ENGAGE-**  
17 **MENT TO RESPOND TO MARINE DEBRIS.**

18           It is the sense of Congress that the President  
19           should—

20           (1) support Federal funding for research and  
21           development of bio-based and other alternatives or  
22           environmentally feasible improvements to materials  
23           that reduce municipal solid waste and its con-  
24           sequences in the ocean;



1           (2) work with representatives of foreign coun-  
2 tries that contribute the most to the global marine  
3 debris problem to learn about, and find solutions to,  
4 the contributions of such countries to marine debris  
5 in the world's oceans;

6           (3) carry out studies to determine—

7                 (A) the primary means by which solid  
8 waste enters the oceans;

9                 (B) the manner in which waste manage-  
10 ment infrastructure can be most effective in  
11 preventing debris from reaching the oceans;

12                 (C) the long-term economic impacts of ma-  
13 rine debris on the national economies of each  
14 country set out in paragraph (1) and on the  
15 global economy; and

16                 (D) the economic benefits of decreasing the  
17 amount of marine debris in the oceans;

18           (4) work with representatives of foreign coun-  
19 tries that contribute the most to the global marine  
20 debris problem, including land-based sources, to con-  
21 clude one or more new international agreements that  
22 include provisions—

23                 (A) to mitigate the risk of land-based ma-  
24 rine debris contributed by such countries reach-  
25 ing an ocean; and

1 (B) to increase technical assistance and in-  
 2 vestment in waste management infrastructure,  
 3 if the President determines appropriate; and

4 (5) encourage the United States Trade Rep-  
 5 resentative to consider the impact of marine debris  
 6 in relevant future trade agreements.

7 **SEC. 5. MEMBERSHIP OF THE INTERAGENCY MARINE DE-**  
 8 **BRIS COORDINATING COMMITTEE.**

9 Section 5(b) of the Marine Debris Act (33 U.S.C.  
 10 1954(b)) is amended—

11 (1) in paragraph (4), by striking “; and” and  
 12 inserting a semicolon;

13 (2) by redesignating paragraph (5) as para-  
 14 graph (7); and

15 (3) by inserting after paragraph (4) the fol-  
 16 lowing:

17 “(5) the Department of State;

18 “(6) the Department of the Interior; and”.

19 **SEC. 6. AUTHORIZATION OF APPROPRIATIONS.**

20 Section 9 of the Marine Debris Act (33 U.S.C. 1958)  
 21 is amended to read as follows:

22 **“SEC. 9. AUTHORIZATION OF APPROPRIATIONS.**

23 “There are authorized to be appropriated for each fis-  
 24 cal year 2018 through 2022—

1           “(1) to the Administrator for carrying out sec-  
2           tions 3, 5, and 6, \$10,000,000, of which no more  
3           than 10 percent may be for administrative costs;  
4           and

5           “(2) to the Secretary of the Department in  
6           which the Coast Guard is operating, for the use of  
7           the Commandant of the Coast Guard in carrying out  
8           section 4, \$2,000,000, of which no more than 10  
9           percent may be used for administrative costs.”.

○



## Calendar No. 181

115TH CONGRESS  
1ST SESSION

# S. 756

[Report No. 115-135]

To reauthorize and amend the Marine Debris Act to promote international action to reduce marine debris, and for other purposes.

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### IN THE SENATE OF THE UNITED STATES

MARCH 29, 2017

Mr. SULLIVAN (for himself, Mr. WHITEHOUSE, Mr. BOOKER, Mr. COONS, Mr. PETERS, Mr. INHOFE, Mr. TILLIS, Ms. MURKOWSKI, Mr. WYDEN, Mr. UDALL, Mr. SCHATZ, Mr. KING, Mr. KENNEDY, Ms. COLLINS, Mr. CASIDY, Mr. PORTMAN, Mr. VAN HOLLEN, Ms. WARREN, and Mr. MARKEY) introduced the following bill; which was read twice and referred to the Committee on Commerce, Science, and Transportation

JULY 24, 2017

Reported by Mr. THUNE, without amendment

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## A BILL

To reauthorize and amend the Marine Debris Act to promote international action to reduce marine debris, and for other purposes.

1 *Be it enacted by the Senate and House of Representa-*  
2 *tives of the United States of America in Congress assembled,*

1 **SECTION 1. SHORT TITLE.**

2 This Act may be cited as the “Save Our Seas Act  
3 of 2017” or the “SOS Act of 2017”.

4 **SEC. 2. NOAA MARINE DEBRIS PROGRAM.**

5 Subsection (b) of section 3 of the Marine Debris Act  
6 (33 U.S.C. 1952(b)) is amended—

7 (1) in paragraph (4), by striking “and” at the  
8 end;

9 (2) in paragraph (5)(C), by striking the period  
10 at the end and inserting a semicolon; and

11 (3) by adding at the end the following:

12 “(6) work with other Federal agencies to de-  
13 velop outreach and education strategies to address  
14 both land- and sea-based sources of marine debris;  
15 and

16 “(7) work with the Department of State and  
17 other Federal agencies to promote international ac-  
18 tion to reduce the incidence of marine debris.”.

19 **SEC. 3. ASSISTANCE FOR SEVERE MARINE DEBRIS EVENTS.**

20 Section 3 of the Marine Debris Act (33 U.S.C. 1952)  
21 is amended by adding at the end the following new sub-  
22 section:

23 “(d) ASSISTANCE FOR SEVERE MARINE DEBRIS  
24 EVENTS.—

25 “(1) IN GENERAL.—At the discretion of the Ad-  
26 ministrator or at the request of the Governor of an

1 affected State, the Administrator shall determine  
2 whether there is a severe marine debris event.

3 “(2) ASSISTANCE.—

4 “(A) IN GENERAL.—If the Administrator  
5 makes a determination under paragraph (1)  
6 that there is a severe marine debris event, the  
7 Administrator is authorized to make sums  
8 available to be used by the affected State or by  
9 the Administrator in cooperation with the af-  
10 fected State—

11 “(i) to assist in the cleanup and re-  
12 sponse required by the severe marine de-  
13bris event; or

14 “(ii) such other activity as the Admin-  
15 istrator determines is appropriate in re-  
16 sponse to the severe marine debris event.

17 “(B) PRIORITY ASSISTANCE.—In providing  
18 assistance under this paragraph, the Adminis-  
19trator shall prioritize assistance for activities to  
20 respond to a severe marine debris event—

21 “(i) in a rural or remote community;

22 or

23 “(ii) in a habitat of national concern.

24 “(3) FUNDING.—

1           “(A) FEDERAL SHARE.—The Federal  
2 share of the cost of an activity carried out  
3 under the authority of this subsection shall  
4 be—

5           “(i) if the activity is funded wholly by  
6 funds made available by an entity, includ-  
7 ing the government of a foreign country, to  
8 the Federal Government for the purpose of  
9 responding to a severe marine debris event,  
10 100 percent of the cost of the activity; or

11           “(ii) for any activity other than an ac-  
12 tivity funded as described in clause (i), 75  
13 percent of the cost of the activity.

14           “(B) LIMITATION ON ADMINISTRATIVE EX-  
15 PENSES.—In the case of an activity funded as  
16 described in subparagraph (A)(i), not more  
17 than 5 percent of the funds made available for  
18 the activity may be used by the Administrator  
19 for administrative expenses.”.

20 **SEC. 4. SENSE OF CONGRESS ON INTERNATIONAL ENGAGE-**  
21 **MENT TO RESPOND TO MARINE DEBRIS.**

22           It is the sense of Congress that the President  
23 should—

24           (1) support Federal funding for research and  
25 development of bio-based and other alternatives or



1 environmentally feasible improvements to materials  
2 that reduce municipal solid waste and its con-  
3 sequences in the ocean;

4 (2) work with representatives of foreign coun-  
5 tries that contribute the most to the global marine  
6 debris problem to learn about, and find solutions to,  
7 the contributions of such countries to marine debris  
8 in the world's oceans;

9 (3) carry out studies to determine—

10 (A) the primary means by which solid  
11 waste enters the oceans;

12 (B) the manner in which waste manage-  
13 ment infrastructure can be most effective in  
14 preventing debris from reaching the oceans;

15 (C) the long-term economic impacts of ma-  
16 rine debris on the national economies of each  
17 country set out in paragraph (1) and on the  
18 global economy; and

19 (D) the economic benefits of decreasing the  
20 amount of marine debris in the oceans;

21 (4) work with representatives of foreign coun-  
22 tries that contribute the most to the global marine  
23 debris problem, including land-based sources, to con-  
24 clude one or more new international agreements that  
25 include provisions—

1 (A) to mitigate the risk of land-based ma-  
 2 rine debris contributed by such countries reach-  
 3 ing an ocean; and

4 (B) to increase technical assistance and in-  
 5 vestment in waste management infrastructure,  
 6 if the President determines appropriate; and

7 (5) encourage the United States Trade Rep-  
 8 resentative to consider the impact of marine debris  
 9 in relevant future trade agreements.

10 **SEC. 5. MEMBERSHIP OF THE INTERAGENCY MARINE DE-**  
 11 **BRIS COORDINATING COMMITTEE.**

12 Section 5(b) of the Marine Debris Act (33 U.S.C.  
 13 1954(b)) is amended—

14 (1) in paragraph (4), by striking “; and” and  
 15 inserting a semicolon;

16 (2) by redesignating paragraph (5) as para-  
 17 graph (7); and

18 (3) by inserting after paragraph (4) the fol-  
 19 lowing:

20 “(5) the Department of State;

21 “(6) the Department of the Interior; and”.

22 **SEC. 6. AUTHORIZATION OF APPROPRIATIONS.**

23 Section 9 of the Marine Debris Act (33 U.S.C. 1958)  
 24 is amended to read as follows:

1 **“SEC. 9. AUTHORIZATION OF APPROPRIATIONS.**

2 “There are authorized to be appropriated for each fis-  
3 cal year 2018 through 2022—

4 “(1) to the Administrator for carrying out sec-  
5 tions 3, 5, and 6, \$10,000,000, of which no more  
6 than 10 percent may be for administrative costs;  
7 and

8 “(2) to the Secretary of the Department in  
9 which the Coast Guard is operating, for the use of  
10 the Commandant of the Coast Guard in carrying out  
11 section 4, \$2,000,000, of which no more than 10  
12 percent may be used for administrative costs.”.

**Calendar No. 181**

115TH CONGRESS  
1ST SESSION

**S. 756**

[Report No. 115-135]

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**A BILL**

To reauthorize and amend the Marine Debris Act to promote international action to reduce marine debris, and for other purposes.

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JULY 24, 2017

Reported without amendment

**CITY OF HOMER  
HOMER, ALASKA**

City Manager

**RESOLUTION 17-077**

A RESOLUTION OF THE HOMER CITY COUNCIL AWARDING SPORTSMAN'S SUPPLY AND RENTAL A NEW 20-YEAR LEASE FOR APPROXIMATELY 12,500 SQUARE FEET THAT INCLUDES TRACT 1-C THE FISHIN' HOLE SUB. NO. 2, KPB PARCEL NO. 181-031-19 WITH AN ANNUAL BASE RENT OF APPROXIMATELY, \$11,375.00 AND AUTHORIZING THE CITY MANAGER TO MOVE FORWARD WITH LEASE NEGOTIATIONS AND EXECUTE THE APPROPRIATE DOCUMENTS.

WHEREAS, LH and Marcia Pierce, the owners of Sportsman's Supply and Rental, have operated at 1114 Freight Dock Road since 1999; and

WHEREAS, the Sportsman's Supply and Rental lease expires March 31, 2018 and there are no further options to renew; and

WHEREAS, Per Chapter 11.2(E) of the City's Lease Policies and Procedures, when the initial lease and all options have expired, the property to be offered through the competitive bidding, unless City Council elects not to require competitive bids; and

WHEREAS, Sportsman's supply submitted a new lease application to increase the lease area from 7,803 square feet to approximately 12,500 square feet which includes Tract 1-C The Fishin' Hole No. 2 and approximately 4,697 square feet of the City's Right-of-Way; and

WHEREAS, The lease will include a total area of approximately 12,500 square feet with the provision that no structures or improvements be placed in the City's Right-of-Way and if the City has a higher and better use of the additional space the City to provide 180 day notice to vacate the City's Right-of-Way; and

WHEREAS, Starting April 1, 2018, the Sportsman's Supply and Rental will be in compliance with the City's Marine Commercial District HCC 21.28.020 by operating a retail fishing store, offering showers, freezer space and boat storage (in lieu of Recreational Vehicle spaces); and

WHEREAS, Based on the current lease rate of \$ 0.91 per square foot, the annual lease fee will be approximately \$11,375.00; and

WHEREAS, The City will obtain a new appraisal to determine the new lease rate; and

43 WHEREAS, The City Administration and the Port and Harbor Advisory Commission  
44 conclude that Sportsman’s Supply and Rental has provided sufficient information to show that  
45 they will comply with City standards while meeting the needs of the fishing, recreational and  
46 visitor industries; and

47  
48 WHEREAS, the City Manager and the Port and Harbor Advisory Commission recommend  
49 to City Council that a new 20-year lease be awarded to Sportsman’s Supply and Rental for  
50 approximately 12,500 square feet that includes Tract 1-C The Fishin’ Hole No. 2 and  
51 approximately 4,697 square feet of the City’s Right-of-Way for the purpose of operating a  
52 retailing fishing store without the parcel being advertised through the Request for Proposals  
53 process.

54  
55 NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby authorizes the  
56 City Manager to negotiate and execute the appropriate documents for a new, 20-year lease  
57 with Sportsman’s Supply and Rental for approximately 12,500 square feet that includes Tract  
58 1-C The Fishin’ Hole No. 2, KPB 181-031-19 and approximately 4,697 square feet of the City’s  
59 Right-of-Way for \$11,375 annually, subject to an appraisal.

60  
61 BE IT FURTHER RESOLVED that the lease will include provisions that no structures or  
62 improvements will be allowed in the City’s Right-of-Way and if the City has a higher and better  
63 use of the additional space the City will provide 180 days notice to vacate the Right-of-Way.

64  
65 PASSED AND ADOPTED by the Homer City Council this 14th day of August, 2017.

66  
67 CITY OF HOMER

68  
69  
70  
71 \_\_\_\_\_  
72 BRYAN ZAK, MAYOR

73 ATTEST:  
74  
75 \_\_\_\_\_  
76 MELISSA JACOBSEN, MMC, CITY CLERK

77  
78  
79 Fiscal Note: Base lease will be approximately \$11,375.00 annually, subject to the change as  
80 determined by lease negotiations and the appraisal, and is adjusted annually to keep pace  
81 with the Consumer Price Index.



# City of Homer

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

Office of the City Manager

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

(p) 907-235-8121 x2222

(f) 907-235-3148

## Memorandum 17-111

TO: Mayor Zak and Homer City Council

THROUGH: Port and Harbor Commission

FROM: Katie Koester, City Manager

DATE: August 9, 2017

SUBJECT: Recommend New Lease for Sportsman's Supply and Rental

---

The *Sportsman's Supply and Rental* lease expires on March 31, 2018 and the lease has exceeded all options for renewal. Based on the Property Management Policy and Procedures (Chpt 13) the lessee has no automatic right to further renewals and the property shall be offered through the competitive bid process, or City Council may elect not to require the competitive bid process.

L.H. and Marcia Pierce, the owner/operators of *Sportsman's Supply and Rental* have applied for a new 20-year lease. The City Administration and the Port and Harbor Advisory Commission have reviewed the application based on HCC 18.08 and the Property Management Policy and Procedures. Due to *Sportsman's Supply & Rental's* commitment to servicing the fishing, recreational and visitor communities, the Administration and the Port and Harbor Advisory Commission recommend entering into a new 20-year lease without the parcel being advertised through the competitive bid process.

In 2015, during the review of the *Sportsman's Supply and Rental* lease, the City discovered that the *Sportsman's Supply and Rental* had exceeded the lot boundaries by doubling the square footage used for a Recreational Vehicle (RV) campground. Sportsman's Supply was notified of this on Jan. 15, 2015 and again on April 3, 2017. This was followed by meetings with City personnel in 2016 and 2017 to discuss zoning standards and the fact the *Sportsman's Supply and Rental* was renting recreational vehicle spaces beyond the leased area.

Mr. and Mrs. Pierce have agreed to several changes related to how the property will be used and the size of the lease area. The new lease will be different in several ways:

**NO RVs:** Currently, RV campgrounds are not allowed on lots less than 40,000 sq ft. and the *Sportsman's Supply and Rental* site is 7,803 sq ft. In addition, "caretaker" housing must be in, or a part of a building, not in a RV. This fall the Homer Advisory Planning Commission will be reviewing the range of issues associated with RVs on smaller lots in the Marine Districts. Regardless of that effort, *Sportsman's Supply and Rental* has agreed to comply with the standards and have submitted a plan to replace their caretaker's RV with a permanent caretaker's structure.

**Lease area increase:** The lease area will increase from 7,803 sq ft to approximately 12,500 sq ft to provide room for boat storage which is a permitted use, HCC 21.28.020(b). This increase in square footage, approximately 4,697 sq ft, is located in the City's Right-of-Way and reflects the actual square

footage used. The Lease Agreement will include a provision that no structures or improvements will be allowed in the City's Right-of-Way and if the City has a higher and better use of this additional space the City to provide 180 day notice to vacate the additional area.

**Lease fee:** The current lease rate is \$0.91 per sq ft. This fall, an updated appraisal will be completed and the new lease rate will reflect the recommendation of the appraisal.

Att: Aerial image  
July 26, 2017 Port and Harbor Advisory Commission minutes



Sportsman's Supply and Rental  
Includes Tract 1-C Fishing Hole Subdivision No. 2  
plus portions of the City's Right-of-Way for a total  
lease area of approximately 12,500 sq ft.

KPB 181-031-19.

The lease will include provisions that no structures  
or improvements to be placed in the City's  
Right-of-Way.



20 years and has been living in an RV on the lot for several years as well. He states that the guidelines and rules should have been enforced from the beginning.

There was more discussion on having one RV and one caretaker on a regulated lot.

DONICH/STOCKBURGER- MOVED TO ALLOW ONE RV ONSITE FOR A CARETAKER IN THE MARINE COMMERCIAL AND MARINE INDUSTRIAL DISTRICTS, WITH OTHER RULES BASED ON CONVERSATION FROM THE PLANNING COMMISSION.

There was some discussion to follow.

VOTE. 6 YES. ZEISET, ZIMMERMAN, STOCKBURGER, HARTLEY, DONICH, CARROLL. 1 NO. ULMER. MAJORITY VOTE.

Motion Carried.

**B. Sportsman's Supply Lease**

**I. Memo to Port & Harbor Advisory Commission from City Manager Re: Sportsman's Supply & Rental Lease dated July 17, 2017**

Harbormaster Hawkins explained that Sportsman's Supply has been leasing property from the city for the past 20 years and they would like to renew their lease for another 20 years. Mr. Hawkins explained that some issues have come up with Sportsman's being outside their property lines. His suggestion is that the city rents Sportsman's Supply more land from the right of way, so that the city can continue the lease and Sportsman's Supply can continue making money. Sportsman's Supply would also like to keep an RV on the lot, if the code is changed, as of right now this lease states that there is to be no RV on the lot unless the city code has been changed.

DONICH/STOCKBURGER—MOVED TO FORWARD THE SPORTSMAN'S SUPPLY LEASE TO CITY COUNCIL TO AUTHORISE THE CITY MANAGER TO NEGOTIATE A NEW 20 YEAR LEASE WITHOUT THE PARCEL BEING ADVERTISED THROUGH THE REQUEST FOR PROPOSAL PROCESS.

There was no discussion to follow.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion Carried.

**INFORMATIONAL ITEMS**

- A. Port & Harbor Monthly Statistical Report
- B. Water/Sewer Bills Report
- C. Crane and Ice Report
- D. Deep Water Dock Report

# VISITORS



ANNOUNCEMENTS  
PRESENTATIONS  
BOROUGH REPORT  
COMMISSION REPORTS



# PUBLIC HEARING(S)





**CITY OF HOMER  
PUBLIC HEARING NOTICE  
CITY COUNCIL MEETING**

**Ordinances 17-28, 17-29, & 17-30**

A **public hearing** is scheduled for **Monday, August 14, 2017** during a Regular City Council Meeting. The meeting begins at 6:00 p.m. in the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

**Ordinances 17-28, 17-29, & 17-30 internet address:** <http://www.cityofhomer-ak.gov/ordinances>

**Ordinance 17-28**, An Ordinance of the City Council of Homer, Alaska Amending HCC 4.30.070(a) to Include a Commissioned Officer in the Armed Forces, as an Attesting Official and Change the Requirement for Two Attesting Witnesses who are at Least 18 Years of Age to One Attesting Witness who is at Least 18 of Age for an Absentee by Mail Ballot. City Clerk.

**Ordinance 17-29**, An Ordinance Of The City Council Of Homer, Alaska, Accepting And Appropriating An FY 2015 State Homeland Security Program Reallocation Grant From The Division Of Homeland Security And Emergency Management (DHS&EM) In The Amount Of \$110,000 For A Backup Generator At The Port And Harbor And Authorizing The City Manager To Execute The Appropriate Documents. City Manager.

**Ordinance 17-30**, An Ordinance of the City Council of Homer Alaska, Approving a Contract with Homer Real Estate for Real Estate Services to Market and Sell Lot 1 Harry Feyer Subdivision, Section 14, Township 6 South, Range 13 West, Seward Meridian, KPB Parcel No. 179-110-05 And Authorizing the City Manager to Adjust the Sales Price, the Balance of the Assessments, and the Realtor’s Commission to Facilitate a Sale. City Manager.



All interested persons are welcome to attend and give testimony. Written testimony received by the Clerk's Office prior to the meeting will be provided to Council.

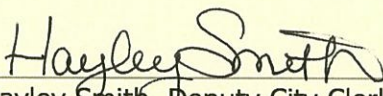
\*\* Copies of proposed Ordinances, in entirety, are available for review at Homer City Clerk's Office. Copies of the proposed Ordinances are available for review at City Hall, the Homer Public Library, and the City's homepage - <http://clerk.ci.homer.ak.us>. Contact the Clerk's Office at City Hall if you have any questions. 235-3130, Email: [clerk@ci.homer.ak.us](mailto:clerk@ci.homer.ak.us) or fax 235-3143.

Melissa Jacobsen, MMC, City Clerk  
Publish: Homer News August 10, 2017

## CLERK'S AFFIDAVIT OF POSTING

I, Hayley Smith, Deputy City Clerk for the City of Homer, Alaska, do hereby certify that a copy of the Public Hearing Notice for **Ordinance 17-28**, Amending HCC 4.30.070(a) to include a Commissioned Officer in the Armed Forces, as an Attesting Official and Change the Requirement for Two Attesting Witnesses who are at Least 18 Years of Age to One Attesting Witness who is at Least 18 Years of Age for an Absentee by Mail Ballot. City Clerk, **Ordinance 17-29**, Accepting And Appropriating An FY 2015 State Homeland Security Program Reallocation Grant From The Division Of Homeland Security And Emergency Management (DHS&EM) In The Amount Of \$110,000 For A Backup Generator At The Port And Harbor And Authorizing The City Manager To Execute The Appropriate Documents. City Manager, and **Ordinance 17-30**, Approving a Contract with Homer Real Estate for Real Estate Services to Market and Sell Lot 1 Harry Feyer Subdivision, Section 14, Township 6 South, Range 13 West, Seward Meridian, KPB Parcel No. 179-110-05 And Authorizing the City Manager to Adjust the Sales Price, the Balance of the Assessments, and the Realtor's Commission to Facilitate a Sale. City Manager, was distributed to the City of Homer kiosks located at City Clerk's Office, and the Homer Public Library on Monday, August 9<sup>th</sup> , 2017 and posted the same on City of Homer Website on Wednesday, August 9<sup>th</sup> , 2017.

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal of said City of Homer this 9th day of August, 2017.

  
Hayley Smith, Deputy City Clerk

**ORDINANCE REFERENCE SHEET**  
**2017 ORDINANCE**  
**ORDINANCE 17-28**

An Ordinance of the City Council of Homer, Alaska Amending HCC 4.30.070(a) to Include a Commissioned Officer in the Armed Forces, as an Attesting Official and Change the Requirement for Two Attesting Witnesses who are at Least 18 Years of Age to One Attesting Witness who is at Least 18 of Age for an Absentee by Mail Ballot.

Sponsor: City Clerk

1. Council Regular Meeting July 24, 2017 Introduction
2. City Council Regular Meeting August 14, 2017 Second Reading and Public Hearing



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

3 City Clerk

4 **ORDINANCE 17-28**

5  
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING  
7 HCC 4.30.070(A) TO INCLUDE A COMMISSIONED OFFICER IN THE ARMED  
8 FORCES AS AN ATTESTING OFFICIAL AND CHANGE THE REQUIREMENT  
9 FOR TWO ATTESTING WITNESSES WHO ARE AT LEAST 18 YEARS OF AGE  
10 TO ONE ATTESTING WITNESS WHO IS AT LEAST 18 OF AGE WHEN  
11 CASTING AN ABSENTEE BY MAIL BALLOT.

12  
13 WHEREAS, HCC 4.30.070(a) currently requires two attesting witnesses who are at least  
14 18 years of age to cast an absentee ballot by mail; and

15  
16 WHEREAS, Requiring two witnesses who are at least 18 years old to attest to an  
17 absentee ballot cast by mail is inconsistent with HCC 4.30.070(d) which requires only one such  
18 witness to attest to a ballot cast by electronic transmission; and

19  
20 WHEREAS, This change is consistent with Alaska Statutes 15.20.081(d) which states:

21  
22 Upon receipt of an absentee ballot by mail, the voter, in the presence of a notary  
23 public, commissioned officer of the armed forces including the National Guard,  
24 district judge or magistrate, United States postal official, registration official, or  
25 other person qualified to administer oaths, may proceed to mark the ballot in  
26 secret, to place the ballot in the secrecy sleeve, to place the secrecy sleeve in the  
27 envelope provided, and to sign the voter's certificate on the envelope in the  
28 presence of an official listed in this subsection who shall sign as attesting official  
29 and shall date the signature. If none of the officials listed in this subsection is  
30 reasonably accessible, an absentee voter shall sign the voter's certificate in the  
31 presence of an individual who is 18 years of age or older, who shall sign as a  
32 witness and attest to the date on which the voter signed the certificate in the  
33 individual's presence, and, in addition, the voter shall certify, as prescribed in  
34 AS 09.63.020, under penalty of perjury, that the statements in the voter's  
35 certification are true.

36  
37 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

38  
39 Section 1. Section 4.30.070(a) is amended to read as follows:

40  
41 a. Upon receipt of an absentee ballot by mail, the voter **may proceed to mark the ballot in**  
42 **secret, place the marked ballot in the secrecy sleeve, then place the secrecy sleeve in the**

43 **return envelope provided, and sign the voter's certificate on the back of the return**  
44 **envelope in the presence of** whether in or outside the State, in the presence of two attesting  
45 witness, both of whom are at least 18 years of age or before an election judge, notary public,  
46 commissioned District Judge or Magistrate, United States Postmaster, or other person  
47 qualified to administer oaths, may proceed to mark the ballot in secret, to place the ballot in  
48 the small blank envelope or a secrecy sleeve, to place the small envelope or secrecy sleeve in  
49 the larger envelope and to sign the voter's certificate on the back of the larger envelope in the  
50 presence of the above listed officials or designated persons who shall sign as attesting witness.  
51 **a notary public, commissioned officer of the armed forces including the National Guard,**  
52 **district judge or magistrate, United States postal official, election official or other person**  
53 **qualified to administer oaths, who shall sign as a witness and attest to the date signed. If**  
54 **none of the officials listed in this subsection are reasonably accessible, an absentee voter**  
55 **shall sign the voter's certificate on the back of the return envelope in the presence of a**  
56 **United States citizen who is 18 years of age or older, who shall sign as a witness and attest**  
57 **to the date signed.** The voter may then return the envelope with the properly enclosed ballot,  
58 postmarked not later than the day of election, to the Clerk for delivery to the Canvass Board.

59

60 Section 2. This ordinance shall take effect upon its adoption.

61

62 Section 3. This ordinance is of a permanent and general character and shall be included  
63 in the City Code.

64

65 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

66

67

68 CITY OF HOMER

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\_\_\_\_\_  
BRYAN ZAK, MAYOR

73 ATTEST:

74

75

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

79

80 YES:

81 NO:

82 ABSTAIN:

83 ABSENT:

84

85 First Reading:  
86 Public Reading:  
87 Second Reading:  
88 Effective Date:

89  
90

91 Reviewed and approved as to form:

92  
93  
94

95 \_\_\_\_\_  
96 Mary K. Koester, City Manager

97  
98

99 Date: \_\_\_\_\_

\_\_\_\_\_  
Holly Wells, City Attorney

Date: \_\_\_\_\_





**ORDINANCE REFERENCE SHEET**  
**2017 ORDINANCE**  
**ORDINANCE 17-29**

An Ordinance Of The City Council Of Homer, Alaska, Accepting And Appropriating An FY 2015 State Homeland Security Program Reallocation Grant From The Division Of Homeland Security And Emergency Management (DHS&EM) In The Amount Of \$110,000 For A Backup Generator At The Port And Harbor And Authorizing The City Manager To Execute The Appropriate Documents.

Sponsor: City Manager.

1. Council Regular Meeting July 24, 2017 Introduction
  - a. Memorandum 17-106 from Special Projects and Communications Coordinator
2. Council Regular Meeting August 14, 2017 Public Hearing and Second Reading
  - a. Memorandum 17-106 from Special Projects and Communications Coordinator



**CITY OF HOMER  
HOMER, ALASKA**

City Manager

**ORDINANCE 17-29**

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA, ACCEPTING AND APPROPRIATING AN FY2015 STATE HOMELAND SECURITY PROGRAM REALLOCATION GRANT FROM THE DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT (DHS&EM) IN THE AMOUNT OF \$110,000 FOR A BACKUP GENERATOR AT THE PORT AND HARBOR AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE APPROPRIATE DOCUMENTS.

WHEREAS, The Port and Harbor building serves as the Emergency Operations Center for maritime emergencies; and

WHEREAS, The Port and Harbor building serves as a base for harbor enforcement officers serving two federally regulated facilities, the Deep Water Dock and Pioneer Dock; and

WHEREAS, Port and Harbor back-up power generation is identified as a high priority in the City of Homer's 2015 Alaska Assessment as it is critical to our capability to protect against, mitigate, respond to and recover from threats and hazards; and

WHEREAS, The City applied for a DHS&EM funds for a backup generator for the Port & Harbor; and

WHEREAS, The City is pleased to have been awarded full funding for the project in the amount of \$110,000 in the DHS&EM FY2015 reallocation grant cycle.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby accepts and appropriates an FY2015 State Homeland Security Program Grant to the City of Homer in the amount of \$110,000 for the purchase and installation of a backup generator as follows:

Revenue:

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
	State Homeland Security Program Grant	\$110,000

Expenditure:

43	<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
44			
45		Port and Harbor Backup Generator	\$110,000
46			

47 Section 2. This is a budget amendment ordinance, is temporary in nature, and shall  
48 not be codified.

49  
50 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this \_\_\_\_ day of August, 2017.

51

52

53

CITY OF HOMER

54

55

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57

\_\_\_\_\_  
BRYAN ZAK, MAYOR

58

59 ATTEST:

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

64

65

66

67 Introduction:

68 Public Hearing:

69 Second Reading:

70 Effective Date:

71

72 YES:

73 No:

74 ABSTAIN:

75 ABSENT:

76

77 Reviewed and approved as to form:

78

79

80 \_\_\_\_\_  
Mary K. Koester, City Manager

\_\_\_\_\_

81

82 Date: \_\_\_\_\_

Date: \_\_\_\_\_



## City of Homer

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

## Administration

491 East Pioneer Avenue  
Homer, Alaska 99603

(p) 907-235-8121 x2222

(f) 907-235-3148

### Memorandum 17-106

TO: Mayor and the City Council  
FROM: Jenny Carroll, Special Projects & Communications Coordinator  
THROUGH: Katie Koester, City Manager  
DATE: July 19, 2017  
SUBJECT: Homeland Security Program FY2015 Reallocation Grant Award


---

Alaska Division of Homeland Security and Emergency Management recently announced recipients of FY2015 State Homeland Security Program Reallocation grant funds. The City of Homer was awarded \$110,000 to purchase and install a back-up generator and automatic transfer switch at the Harbormasters Office.

Back-up power was identified as a high priority vulnerability in the Port and Harbor during the City of Homer's Alaska Assessment (December 31, 2015). The Port & Harbor is a critical infrastructure. Reliable back-up power plays an essential role in effective emergency response to and mitigation of both natural disasters and man-made incidents.

State Homeland Security Program funding greatly assists in maintaining the integrity of City of Homer's operational communication for local incident response, mutual aid and broader emergency response. Funding is dependent the City Council formally accepting the grant award.



<b>State of Alaska</b>						Page 1 of 7	
<b>Division of Homeland Security and Emergency Management</b>						FEDERAL AWARD DATE	
Under US Department of Homeland Security Federal Emergency Management Agency Grant Programs Directorate						August 10, 2015	
						FEDERAL GRANT PROGRAM	
						2015 State Homeland Security Program	
<b>OBLIGATING AWARD DOCUMENT</b>						FEDERAL GRANT NUMBER	
						EMW-2015-SS-00026-S01	
RECIPIENT NAME AND ADDRESS		PERFORMANCE PERIOD		AMENDMENT		CFDA: 97.067	
City of Homer 491 E. Pioneer Ave. Homer, AK 99603		FROM:	July 01, 2017	AMENDMENT #:		AWARD AMOUNT	
		TO:	March 31, 2018	EFFECTIVE DATE:		\$110,000.00	
		STATE PROGRAM NUMBER1004				20SHSP-GY15	
DUNS NUMBER		040171563		FUNDING ALLOCATION			
EIN		92-0030963		PLANNING		EXERCISE	
METHOD OF PAYMENT		Electronic		TRAINING		EQUIPMENT \$110,000.00	
PURPOSE OF AWARD							
The attached Project Budget Details is the funding allocation. Grant program guidelines and federal, state, and local contracting and procurement compliance requirements apply.							
GRANT REQUIREMENTS AND PROGRAM TERMS AND CONDITIONS							
The acceptance of a grant from the United States government creates a legal duty on the part of the recipient to use the funds or property made available in accordance with the conditions of the grant. [GAO Accounting Principles and Standards for Federal Agencies, Chapter 2, Section 16.8(c)] See attached for continued Grant Requirements and Program Terms and Conditions							
SPECIAL CONDITIONS (Grant funds cannot be expended until these conditions have been met. See Obligating Award for details)							
See Attached							
AGENCY INFORMATION							
ADDRESS		Division of Homeland Security and Emergency Management PO Box 5750 JBER, AK 99505-5750		WEBSITE		http://ready.alaska.gov	
				EMAIL		mva.grants@alaska.gov	
				PHONE		907-428-7000	
				FAX		907-428-7009	
STATE PROJECT MANAGER		PHONE		FAX		EMAIL	
Bill Dennis							
AGENCY APPROVAL				RECIPIENT ACCEPTANCE			
NAME AND TITLE OF APPROVING AGENCY OFFICIAL				NAME AND TITLE OF AUTHORIZED RECIPIENT OFFICIAL			
Michael J. Sutton, Deputy Director				Katie Koester, City Manager			
SIGNATURE OF APPROVING AGENCY OFFICIAL				SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL			
			DATE		DATE		
			7/18/17				
FOR STATE USE ONLY							
Division File Number:		1.6.2.10.23		Date Returned			
Fund	Unit	AR Unit	Object	Activity	Function	Program	PPC
1004	2001	99160010	7001	2012	15 SHSP HOMR	2SHSP2016	GYSHSP





## Grant Requirements

- (A) Monies may not be obligated outside of the time period as stated on the grant document. An obligation occurs when funds are encumbered, as with a purchase order and/or commitment of salaries and benefits. All obligated and encumbered funds must be liquidated within 45 days of the end of the performance period (unless otherwise specified in the Program Terms and Conditions) when the *Final Performance Progress Reports* are due.
- (B) The signature of the signatory officials on this award certifies that all financial expenditures, including all supporting documentation submitted for reimbursement, have been incurred by the jurisdiction, and are eligible and allowable expenditures consistent with the grant guidelines for this project. The jurisdiction shall follow the financial management requirements imposed on them by the Division of Homeland Security and Emergency Management (DHS&EM).
- (C) The signature of the signatory officials on this award attests to the jurisdiction's understanding, acceptance, and compliance with Acknowledgement of Federal Funding; Lobbying; Debarment, Suspension and other responsibility matters; Drug-free Workplace; Conflict of Interest, and Non-Supplanting certifications. Federal funds will not be used to supplant state or local funds. Federal funds may be used to supplement existing funds to augment program activities, and not replace those funds which have been appropriated in the budget for the same purpose. Potential supplanting may be the subject of application and pre-award, post-award monitoring, and audit. Any cost allocable to a particular Federal award or cost objectives under the principles provided for in 2 CFR Part 200, Subpart E, may not be charged to other Federal awards to overcome fund deficiencies.
- (D) The jurisdiction shall ensure the accounting system used allows for separation of fund sources. These grant funds cannot be commingled with funds from other federal, state or local agencies, and each award is accounted for separately.
- (E) The jurisdiction shall comply with the requirements under 2 CFR 25, Appendix A, to maintain and keep jurisdiction information current within the System of Award Management (SAM). Also the jurisdiction is requirement to be non-delinquent to the Federal government as required in OMB Circular A-129.
- (F) The jurisdiction shall comply with Federal Laws and Regulations: Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, Age Discrimination Act of 1975, Americans with Disabilities Act of 1990. Per Executive Order 13166. The jurisdiction will take reasonable steps to ensure Limited English Proficient (LEP) persons have meaningful access to its programs and activities. Executive Order 13347 Individuals with Disabilities in Emergency Preparedness requires government to support safety and security for individuals with disabilities in situations involving disasters, including earthquakes, tornadoes, fires, floods, hurricanes, and acts of terrorism. Executive Order 13224 prohibits transactions with and support to organizations associated with terrorism. Energy Policy and Conservation Act, National Environmental Policy Act (NEPA) of 1969 and the Coastal Wetlands Planning, Protection, and Restoration Act of 1990 (as applicable.) The USA PATRIOT Act of 2001, Trafficking Victims Protection Act of 2000, Hotel and Motel Fire Safety Act of 1990, Fly America Act of 1974, subrecipients who collect Personally Identifiable Information (PII) are required to have a publically-available privacy policy that describes what PII they collect, how they use the PII, whether they share PII with third parties, and how individuals may have their PII corrected where appropriate.
- (G) The jurisdiction certifies that it has an Affirmative Action Plan/Equal Employment Opportunity Plan. An EEOP is not required for subrecipients of less than \$25,000.00 or fewer than 50 employees.
- (H) The jurisdiction certifies that its employees are eligible to work in the U.S. as verified by Form I-9, Immigration & Naturalization Service Employment Eligibility.
- (I) It is the responsibility of the jurisdiction as the subrecipient of these federal funds to fully understand and comply with the requirements of:
1. Administrative requirements  
2 CFR Part 200 *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*  
[http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200\\_main\\_02.tpl](http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl)
  2. Cost Principles  
2 CFR Part 200 Subpart E *Cost Principles*  
<http://www.ecfr.gov/cgi-bin/retrieveECFR?gp=&SID=a470d16f3403a225479f2a8a6c7c4058&n=pt2.1.200&r=PART&ty=HTML#sp2.1.200.e>
  3. Audit Requirements  
2 CFR Part 200 *Subpart F Audit Requirements*  
<http://www.ecfr.gov/cgi-bin/retrieveECFR?gp=&SID=a470d16f3403a225479f2a8a6c7c4058&n=pt2.1.200&r=PART&ty=HTML#sp2.1.200.f>
    - a. **Federal:** The applicant agrees that, as a condition of receiving any federal financial assistance, a Single audit of those federal funds will be performed, if required by law, and further agrees it will comply with all applicable audit requirements.
    - b. **State:** If the applicant is an entity that received state financial assistance the applicant shall submit to the State coordinating agency, within one year after the end of the audit period, an annual audit report covering the audit period as required by 2 AAC 45.010.
    - c. Subrecipients identified as "non-compliant" by the Alaska Dept. of Administration, Division of Finance, Single Audit Coordinator shall be subject to the following grant payment restrictions:
      - 1) The Division of Homeland Security & Emergency Management (DHS&EM) will not process grant payments of any nature directly to the subrecipient.
      - 2) Subrecipients will be required to meet the Single Audit requirements as specified by the Alaska Dept. of Administration, Division of Finance, Single Audit Coordinator.

- 3) Subrecipients will provide compliance evidence (letter of engagement) to DHS&EM before any payment will be processed.
  - 4) DHS&EM may process On-Behalf-Of (OBO) payments to vendors for costs directly associated to the scope of work on approved awards.
  - 5) Performance periods will not be extended due to a subrecipient's failure to comply with Single Audit requirement.
  - 6) Payments made in error to subrecipients that are "non-compliant" must be repaid to the State of Alaska within 90 days of receipt of notice from DHS&EM.
4. Procurement and Contracts. Contracts must be of a reasonable cost, generally be competitively bid, and must comply with Federal, State, and local procurement standards. Detailed requirements for eligible procurement methods and contract types can be found in 2 CFR Part 200, Subpart D. The applicant agrees to review and follow procurement and contract requirements necessary for compliance with the grant program. Further, the applicant understands that failure to comply with these requirements may result of loss of funding for the entire project.
  5. Debarred/Suspended Vendors. As required by Executive Orders 12549 and 12689, Debarment and Suspension, and implemented at 2 CFR Part 180, the applicant certifies that it and its principals:
    - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
    - b. Have not within a three-year period preceding this award been convicted of a or had a civilian judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or perform a public a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
    - c. Are not presently indicted for otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
    - d. Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause of default. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.
  6. Reporting of Matters Related to Recipient Integrity and Performance.  
If the total value of the subrecipients' active grant, cooperative agreements, and procurement contracts from all Federal assistance office exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, the subrecipient must comply with the requirement set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 CFR Part 200, Appendix XII, the full text of which is incorporated here by reference in the terms and conditions of the subrecipients' award.
  7. Conflict of Interest  
2 CFR Part 200.112 – the jurisdiction must disclose in writing to DHS&EM any potential conflict of interest per the applicable Federal awarding agency policy in the award's performance period.
  8. False Claims Act, Program Fraud Civil Remedies, and Mandatory Disclosures
    - a. 31 U.S.C. §3729, no recipient of federal payments shall submit a false claim for payment.
    - b. 38 U.S.C. §3801-3812, details the administrative remedies for false claims and statements made.
    - c. 2 CFR Part 200.113 – the jurisdiction must disclose, in a timely manner and in writing to DHS&EM, all violations of Federal criminal law involving fraud, bribery, or gratuity potentially affecting the award.
  9. Federal Leadership on Reducing Text Messaging while Driving.  
All subrecipients are encourage to adopt and enforce policies that ban text messaging while driving as described in Executive Order 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the federal government.
  10. Technology Requirements  
28 CFR Part 23, Criminal Intelligence System Operating Policies
  11. Research and Development (R&D) Requirements  
Grants awarded to DHS&EM are not R&D
  12. Duplication of Benefits  
2 CFR Part 200, Subpart E, Cost Principles
  13. Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended, 42 U.S.C. §5121-5206, and Related Authorities, where applicable.
  14. State Requirements
    - a. Alaska State Procurement Code AS 36.30, AS36.30.005–.030  
[www.state.ak.us/local/akpages/ADMIN/dqs/docs/as3630.doc](http://www.state.ak.us/local/akpages/ADMIN/dqs/docs/as3630.doc)
    - b. Alaska Administrative Code Title 2 Chapter 12, 2 AAC 12.74. <http://www.legis.state.ak.us/cgi-bin/folioisa.dll/aac>
    - c. Alaska Administrative Manual <http://doa.alaska.gov/dof/manuals/aam/index.htm>

Updated August 2016

## SHSP Program Terms and Conditions

The total allocation of the 2015 State Homeland Security Program awarded to the Division of Homeland Security and Emergency Management (DHS&EM) is \$3,734,500.00 under *Federal Grant EMM-2015-SS-00026-S01, CFDA# 97.067*. The City of Homer has been awarded \$110,000.00, which shall be used to support activities essential to the ability of states, territories, and urban areas to prevent, protect against, mitigate, respond to, and recover from terrorist attacks and other all-hazards events. The performance period of this grant award is July 1, 2017 through March 31, 2018. Project conditions must be completed by this date. The City of Homer cannot sub-grant all or any part of this award to any other entity or organization. All awards require confirmation within the first reporting quarter that activities toward projects will be made, or DHS&EM may execute de-obligation of the funds.

**(A) Changes to Award:** All change requests must be submitted in writing, or electronically to the DHS&EM project manager, accompanied by a justification narrative and budget/spending plan, for review and approval. Changes must be consistent with the scope of the project and grant guidelines. Requests for changes will be considered only if the reporting requirements are current, and if terms and conditions have been met at the time of the request. Changes in the programmatic activities, or purpose of the project, changes in key persons specified on the grant award, contractual services for activities central to the purposes of the award, requests for additional funding, change in project site, or release of special conditions may result in an amendment to this award. No transfers of funds between budget categories will be authorized, only de-obligation of funds, except on a case-by-case basis.

**(B) Reporting Requirements:** The City of Homer shall submit timely quarterly *Performance Progress Reports* and *Financial Progress Reports* to the project manager at DHS&EM. Instructions and blank forms are located electronically at <http://ready.alaska.gov/grants>, and may be reproduced. Jurisdictions must check the web site quarterly for the most current forms. Use of outdated forms will not be accepted. Quarterly reports are due:

Number of Scheduled Report Due	Jurisdiction Performance Period	Performance Progress and Financial Progress Report Due Dates
1	07/01/2017–09/30/2017	10/20/2017
2	10/01/2017–12/31/2017	01/20/2018
3	01/01/2018–03/31/2018	04/20/2018
4	Final Report	05/15/2018

Invoices with progress reports will be submitted to DHS&EM by the due date as specified in the above schedule. Should the grant period be extended for any reason, a modified report schedule will accompany the award amendment.

The *Performance Progress Report* (PPR) contains an AK-PPR-A cover page form and an AK-PPR-B Program Indicators form. Both forms must be completed and submitted by the report due date. Requests for grant extensions, budget adjustments, project realignments, and significant problems or delays are reported on the AK-PPR-A. An AK-PPR-A must be submitted even if no additional information is required. The AK-PPR-B shall describe the progress and percent completed of projects and detail any related expenditures submitted on the *Financial Progress Report*. *Financial Progress Reports* shall describe the status of the funds, show encumbrances, and receipts of program income, cash or in-kind contributions to the project, whether or not a local match is required. A final PPR is a summary report, showing project completion, evaluating project activities and measuring performance against project goals for the entire performance period, and is required in addition to the last quarterly PPR. An *After-Action Report/Improvement Plan* (AAR/IP) is required within 30 days of the conduct of an exercise.

**(C) Signatory Requirements:** The primary signatory official, project manager and financial officer as listed on the *Signatory Authority Form* must sign the original obligating award document and any amendments. Delegates may sign quarterly and final reports, however, the signatures of the project manager, signatory official and the financial officer must be three different signatures.

**(D) Reimbursements:** Submit on the *Financial Progress Report* form. Reimbursement shall be based upon authorized and allowable expenditures consistent with project narrative and budget detail and grant guidelines, and submission of timely quarterly *Performance Progress* and *Financial Progress Reports*. Payments may be withheld pending correction of deficiencies or for use of outdated forms. Reimbursement of expenditures may be requested at any time within the performance period. Expenditures must be supported with source documentation (e.g. copies of invoices, receipts, timesheets with name/wage/hours, cost allocation, warrants, etc.), method of solicitation must be documented with a *Procurement Method Report* and documentation of payment must be included.

- **Personnel Costs:** Payroll reports signed and certified by the Chief Financial Officer that capture the employee name, position, coded allocation to the project, amount paid, are acceptable. Staff may not self-certify their own time and wages. The City of Homer shall retain all supporting payroll records, including time and attendance records signed by the employee and supervisor and copies of warrants as per the recordkeeping requirements in Section N. Limited to 50 percent for employees assigned to program management functions, not operational duties. The limit does not apply to contractors.
- **Contracts:** All sole-source procurements, single vendor response to a competitive bid, service contracts of any value, and contracts over \$25,000 require DHS&EM pre-approval prior to implementation. Final signed copies of all contracts are required for submission to DHS&EM with the request for reimbursement.
- **Program Income and Local Match:** Program income may be used to supplement project costs, reduce project costs, or may be refunded to the federal government, and must be used for allowable program costs and be expended prior to requests for reimbursement. Local matching funds must clearly support the source, the amount, and the timing of all matching contributions.
- **Equipment:** Allowable equipment categories are listed on the web-based Authorized Equipment List (AEL) on the Responder Knowledge Base (RKB). Documentation required per instructions attached to DHS&EM quarterly reports.
- **Travel:** Travel must be listed in the approved budget.
- **Training:** Requires DHS&EM pre-approval prior to registering or participating in training opportunities.
- **Exercise:** Requires submission of an AAR/IP within 30 days after conduct of the exercise.
- **Food and Beverages:** All food and/or beverage expenses require pre-approval by DHS&EM and are only allowable costs if related to a grant funded sheltering exercise, such as a Mass Care Shelter Exercise where food is prepared as part of the exercise objectives in evaluating food preparation capabilities.

**(E) Non-reimbursable Expenses:**

- Contracts, service contracts of any value, single vendor response to a competitive bid, and/or procurements over \$25,000 not pre-approved by DHS&EM
- Sole source contracts and procurements not pre-approved by DHS&EM
- Reimbursable training and related travel costs not pre-approved by DHS&EM
- Construction and renovation
- Indirect costs
- Management and Administration (M&A) costs to manage sub-contracts
- Supplanting
- Maintenance and/or wear and tear costs of general use vehicles (e.g., construction vehicles), medical supplies, and emergency response apparatus (e.g., fire trucks, ambulances) Maintenance and/or wear and tear costs of general use vehicles and emergency response apparatus during exercises.
- Equipment purchased for an exercise cannot be used for permanent installation and/or beyond the scope of the conclusion of the exercise.
- Hiring of sworn public safety officers to fill traditional public safety duties or to supplant traditional public safety positions and responsibilities
- Weapons, weapons accessories, ammunition
- Entertainment and sporting events
- Personal items such as laundry, personal hygiene items, magazines, in-room movies, personal travel
- Travel insurance, visa, and passport charges
- Lodging costs in excess of federal per diem, as appropriate
- Lodging fees associated with violation of the lodging facility's policies, such as smoking in a non-smoking room
- Lunch when travel is wholly within a single day
- Stand-alone working meals
- Bar charges, alcoholic beverages
- Tips
- Finance, late fees, or interest charges
- Lobbying, political contributions, legislative liaison activities
- Organized fund-raising, including salaries of persons while engaged in these activities
- Land acquisition
- Organizational Costs
- Expenditures not supported with appropriate documentation when submitted for reimbursement. Only properly documented expenditures will be processed for payment. Unsupported expenditures will be returned to the jurisdiction for resubmission.

**(F) Property and Equipment Management:** The City of Homer shall maintain an effective property management system; safeguards to prevent loss, damage or theft; maintenance procedures to keep equipment in good condition; and disposition procedures. A *Property Inventory Report* is available at <http://ready.alaska.gov/grants> shall be submitted to DHS&EM annually each June 20 with the *Financial Progress Report*, and continued submission is required annually until final disposition of the equipment. No equipment purchased with these grant funds may be assigned to other entities or organizations without the expressed approval in writing from DHS&EM, prior to the jurisdiction's encumbrance or expenditure for that equipment. Management of property and equipment shall be in accordance with state laws and procedures as outlined, and 44 CFR Part 13, sections 13.31 and 13.32. For items over \$5,000.00, a Single Equipment Reporting Form must be submitted at the time of reimbursement at the time of reimbursement request

**(G) Procurement:** Each purchase in excess of \$25,000.00, service contracts of any value, sole-source procurement, and single vendor response to a competitive bid require pre-approval of DHS&EM. A *Procurement Method Report* documenting method of solicitation is required for reimbursement for every procurement (with the exception of local advertising, legal notices and travel arrangements). Contractors that develop or draft specifications, requirements, *Statements of Work (SOW)*, and/or *Requests for Proposals (RFP)* for a proposed procurement shall be excluded from bidding or submitting a proposal to compete for the award of such procurement. Local bidder's preference is not allowed for federally funded procurements. Procurement transactions shall be conducted to provide maximum open and free competition.

**(H) Contracts:** Any contract entered into during this grant period shall comply with local, state and federal government contracting regulations. To the extent that subrecipients of a grant use contractors, subrecipients shall use small, minority, women-owned or disadvantaged business concerns and contractors to the extent practicable. Contracts for professional and consultant services must include local, state and federal government required contract language, a project budget, and require pre-approval by DHS&EM prior to implementation. Contract deliverables must meet the intent of the grant application and grant requirements. Justification is required for compensation for individual consultant services, which must be reasonable and consistent with the amount paid for similar services in the market place. Detailed invoices and time and effort reports are required for consultants. A *Procurement Method Report* documenting method of solicitation is required for reimbursement for every procurement.

**(I) Use of DHS Seal, Logo and Flags:** All subrecipients must obtain DHS&EM approval prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags of likenesses of Coast Guard officials.

**(J) Publications and Copyright:** All recipients must affix the applicable copyright notices of 17 U.S.C. § 401 or 402 and an acknowledgement of Government sponsorship (including award number) to any work first produced under Federal financial assistance awards, unless the work includes any information that is otherwise controlled by the Government (e.g., classified information or other information subject to national security or export control laws or regulations) Publications created with funding under this grant should prominently contain the following statement: *This document was prepared under a grant from the Federal Emergency Management Agency (FEMA)'s Grant Programs Directorate, U.S. Department of Homeland Security and the Alaska Division of Homeland Security and Emergency Management. Points of view or opinions expressed in this document are those of the authors and do not necessarily represent the official position or policies of FEMA's Grant Programs Directorate, the U.S. Department of Homeland Security or the State of Alaska.*

**(K) Acknowledgement of Federal Funding:** All subrecipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with Federal funds.

**(L) Federal Debt Status:** All subrecipients are required to be non-delinquent in their repayment of any Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129 and form SF-424, item number 17 for additional information and guidance.

**(M) False Claims Act and Program Fraud Civil Remedies:** All subrecipients must comply with the requirements of 31 U.S.C. § 3729 which set forth that no subrecipient of federal payments shall submit a false claim for payment. See also 38 U.S.C. § 3801-3812 which details the administrative remedies for false claims and statements made.

**(N) Recordkeeping Requirements:** Grant financial and administrative records shall be maintained for a period of three (3) years following the date of the closure of the grant award, or audit if required. Time and effort, personnel and payroll records for all individuals reimbursed under the award must be maintained. Property and equipment records shall be maintained for a period of three (3) years following the final disposition, replacement or transfer of the property and equipment.

**(O) Performance Measures:** Quarterly Progress Reports shall demonstrate performance and progress relative to:

1. Acceptable performance on applicable critical tasks in Exercises using approved scenarios
2. Progress in achieving project timelines and milestones identified on the Grant Activities Plan
3. Percent measurable progress toward completion of project
4. How funds have been expended during reporting period, and explains expenditures related to the project

**(P) Subrecipient Monitoring Policy:** Periodic monitoring is required to ensure that program goals, objectives, timelines, budgets and other related program criteria are being met. DHS&EM reserves the right to periodically monitor, review and conduct analysis of the City of Homer's financial, programmatic and administrative policies and procedures such as, accounting for receipts and expenditures, cash management, maintaining adequate financial records, means of allocating and tracking costs, contracting and procurement policies and records, payroll records and means of allocating staff costs, property/equipment management system(s), progress of project activities, etc. This may include desk and field audits. Technical assistance is available from DHS&EM staff. The Monitoring Policy is available in the Grants Management Handbook at <http://ready.alaska.gov/grants>.

**(Q) Penalty for Non-Compliance:** For the reasons listed below, special conditions may be imposed, reimbursements may be partially or wholly withheld, the award may be wholly or partly suspended or terminated, or future awards, reimbursements and award modifications may be withheld. DHS&EM may institute the following, but is not limited to, withholding authority to proceed to the next phase of a project, requiring additional or more detailed financial reports, additional project monitoring, and/or establish additional prior approvals. DHS&EM shall notify the City of Homer of its decision in writing stating the nature and the reason for imposing the conditions/restrictions, the corrective action required and timeline to remove them, and the method of requesting reconsideration of the imposed conditions/restrictions. The City of Homer must respond within five (5) days of receipt of notification.

1. Unwillingness or inability to attain project goals
2. Unwillingness or inability to adhere to Special Conditions or Grant Assurances.
3. Failure or inability to adhere to grant guidelines and federal compliance requirements
4. Improper procedures regarding contracts and procurements
5. Inability to submit reliable and/or timely reports
6. Management systems which do not meet federal required management standards

**(R) Termination for Cause:** If performance is not occurring as agreed, the award may be reduced or terminated without compensation for reduction or termination costs. DHS&EM will provide five (5) days notice to City of Homer stating the reasons for the action, steps taken to correct the problems, and the commencement date of the reduction or termination. DHS&EM will reimburse City of Homer only for acceptable work or deliverables, necessary and allowable costs incurred through the date of reduction or termination. Final payment may be withheld at the discretion of DHS&EM until completion of a final DHS&EM review. Any equipment purchased under a terminated grant may revert to DHS&EM at the option of DHS&EM.

**(S) Termination for Convenience:** Any project may be terminated upon convenience, in whole or in part, for the convenience of the Government. The U.S. Department of Homeland Security and the DHS&EM, by written notice, may terminate this grant, in whole or in part, when it is in the Government's interest. Allowable costs obligated and/or incurred through the date of termination shall be reimbursed. Any equipment purchased under a terminated grant may revert to DHS&EM at the option of DHS&EM.

**(T) Project Implementation:** Due to the competitiveness of the 2016 State Homeland Security Grant, approved projects must be ready-to-go. Project implementation shall begin within the first reporting quarter.

1. If a project cannot be operational within the first reporting quarter of the approved award date, the subrecipient should provide notice to DHS&EM, stating the implementation delay and expected starting date. At the discretion of DHS&EM, the grant award is subject to cancellation and funds may be de-obligated and reallocated to other projects if project implementation is unjustifiably delayed.

**(U)** The City of Homer shall comply with the requirements and restrictions of the Federal Fiscal Year (FFY) 2016 Homeland Security Grant Program (HSGP) Program Guidance, State Overview and Guidelines, State Preparedness Report, and the State Homeland Security Strategy. By signing this obligating award document, the City of Homer certifies it has read, understood and accepted these documents as binding.

**(V)** No funds will be reimbursed until City of Homer fiscal and programmatic representatives attend a teleconferenced Grant Kick-Off Meeting to be scheduled in the first quarter. Activity towards grant acceptance and projects may take place prior to Kick-Off meeting attendance.

**(W)** The City of Homer must complete a Quarterly Activities Plan by January 20, 2017. Information on this requirement will be provided at 2016 Grant Kick-off meetings.

**(X)** The City of Homer must complete/update the Alaska Assessment annually by December 31.

**(Y)** The City of Homer must have programmatic jurisdictional representatives at the annual DHS&EM Multiyear Training and Exercise Plan Workshop (TEPW).

**(Z)** The signature of the signatory officials on this award attests to the City of Homer's understanding and acceptance of the National Incident Management System (NIMS) compliance requirements. For FFY 2016, the Alaska Assessment will be the required means to report NIMS compliance for future preparedness award eligibility.

**Special Conditions**

(A) The City of Homer shall not undertake any project having the potential to impact Environmental or Historical Preservation (EHP) resources without the prior approval of FEMA, including but not limited to communications towers, physical security enhancements, new construction, and modifications to buildings, structures and objects that are 50 years old or greater. The City of Homer must comply with all conditions placed on the project as the result of the EHP review. Any change to the approved project scope of work will require re-evaluation for compliance with these EHP requirements. If ground disturbing activities occur during project implementation, the City of Homer must ensure monitoring of ground disturbance, and if any potential archeological resources are discovered, the City of Homer will immediately cease construction in that area and notify FEMA and the appropriate State Historic Preservation Office. Any construction activities that have been initiated without the necessary EHP review and approval will result in a non-compliance finding and will not be eligible for FEMA funding. The City of Homer must submit an Environmental Historic Preservation (EHP) Statement of Work Request for the following project(s):

1. Generator

***We certify we have read, understood, and accept the Grant Terms and Conditions, the Grant Requirements, and Assurances and Agreements, and Special Conditions in accordance with this Award.***

\_\_\_\_\_  
***Project Manager's Signature***

\_\_\_\_\_  
***Chief Financial Officer's Signature***

\_\_\_\_\_  
***Signatory Official's Signature***

**ORDINANCE REFERENCE SHEET**  
**2017 ORDINANCE**  
**ORDINANCE 17-30**

An Ordinance of the City Council of Homer Alaska, Approving a Contract with Homer Real Estate for Real Estate Services to Market and Sell Lot 1 Harry Feyer Subdivision, Section 14, Township 6 South, Range 13 West, Seward Meridian, KPB Parcel No. 179-110-05 And Authorizing the City Manager to Adjust the Sales Price, the Balance of the Assessments, and the Realtor's Commission to Facilitate a Sale.

Sponsor: City Manager.

1. Council Regular Meeting July 24, 2017 Introduction
  
2. Council Regular Meeting August 14, 2017 Public Hearing and Second Reading  
  
Memorandum 17-110 from City Manager as backup





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

3 City Manager

4 **ORDINANCE 17-30**

5  
6 AN ORDINANCE OF THE HOMER CITY COUNCIL APPROVING A  
7 CONTRACT WITH HOMER REAL ESTATE FOR REAL ESTATE  
8 SERVICES TO MARKET AND SELL LOT 1 HARRY FEYER  
9 SUBDIVISION, SECTION 14, TOWNSHIP 6 SOUTH, RANGE 13 WEST,  
10 SEWARD MERIDIAN, KPB PARCEL NO. 179-110-05 AND  
11 AUTHORIZING THE CITY MANGER TO ADJUST THE SALES PRICE,  
12 THE BALANCE OF THE ASSESSMENTS, AND THE REALTOR'S  
13 COMMISSION TO FACILITATE A SALE.

14  
15 WHEREAS, HCC 18.12.020 provides that real property that is no longer required for  
16 public purpose may be sold; and

17  
18 WHEREAS, City Council determined that a public purpose did not exist for Lot 1 Harry  
19 Feyer Subdivision and designated the property for sale in the City's 2015 and 2016 Land  
20 Allocation Plans adopted by Resolution 15- 030(A) on April 27, 2015, by Resolution 16-043 on  
21 April 25, 2016; and

22  
23 WHEREAS, The Land Allocation Plan clarifies that Lot 1 Harry Feyer Subdivision is a  
24 small triangular sliver of land with water and sewer assessments and development constraints  
25 that leave only a portion of the land developable; and

26  
27 WHEREAS, Ordinance 16-17(S) Section 5, further authorizes the sale of Lot 1 Harry Feyer  
28 Subdivision for less than fair market value in consideration of its development constraints and  
29 water and sewer assessments. In addition, Section 5 declares that it is in the best interest of  
30 the City to convey the property for nominal consideration to an adjacent property owners; and

31  
32 WHEREAS, When combined, the water and sewer assessments are \$34,141.80, almost  
33 equivalent to the assessed value of \$34,200.00; and

34  
35 WHEREAS, The property was offered through sealed bids and advertised on the City of  
36 Homer website from March 17, 2017 through March 31, 2017, and one bid was received for one  
37 dollar, and

38  
39 WHEREAS, Resolution 17-034 approved a sale, per the Invitation to Bid with the water  
40 and sewer assessments of \$34,141.80; and

41  
42 WHEREAS, Due to the water and sewer assessments the prospective buyer did not  
43 execute the final documents; and

45 WHEREAS, Flexibility on the balance of the assessments may help sell the property; and

46  
47 WHEREAS, Pursuant to Homer City Code 18.12.020(d), the Council finds that reasonable  
48 time and effort has passed without the City receiving an acceptable bid, so it is advantageous  
49 to the City for the City Manager to contract for real estate services; and

50  
51 WHEREAS, Resolution 16-053 affirmed a three-year contract with Homer Real Estate for  
52 the City's real estate services and compensating the broker a 10% commission fee; and

53  
54 WHEREAS, A real estate professional can contact adjacent property owners and help to  
55 facilitate a replat of the parcel, and negotiate a sale that takes into consideration access issues  
56 and the assessments; and

57  
58 WHEREAS, Due to the probability of selling Lot 1 Harry Feyer Subdivision for nominal  
59 consideration, the 10% commission to be based on the combined sales price and the value of  
60 the assessments; and

61  
62 WHEREAS, In the event the sale, including assessment balances, deviates by more than  
63 \$5,000.00 from previously accepted purchase agreements, the City Council will approve the  
64 final terms of the sale.

65  
66 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

67  
68 Section 1. City Council of Homer approves a contract with Homer Real Estate for real  
69 estate services to market and sell Lot 1 Harry Feyer Subdivision, Section 14, Township 6 South,  
70 Range 13 West, Seward Meridian, KPB Parcel No. 179-110-05 and authorizes the City Manager  
71 to adjust the sales price by no more than \$5,000.00.

72  
73 Section 2. This Ordinance is not permanent in nature, and shall not be codified.

74  
75 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this \_\_\_\_ day of \_\_\_\_\_, 2017.

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78  
79 CITY OF HOMER

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82 \_\_\_\_\_  
83 BRYAN ZAK, MAYOR

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ATTEST:

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

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:

Reviewed and Approved as to form and content:

\_\_\_\_\_  
Mary K. Koester, City Manager

\_\_\_\_\_  
Holly Wells, City Attorney

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Fiscal note: Water and Sewer assessments of \$34,141.80 less closing costs.





## City of Homer

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

Office of the City Manager

491 East Pioneer Avenue  
Homer, Alaska 99603

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

(p) 907-235-8121 x2222

(f) 907-235-3148

### Memorandum 17-110

TO: MAYOR ZAK & HOMER CITY COUNCIL

FROM: KATIE KOESTER, CITY MANAGER

DATE: JULY 19, 2017

SUBJECT: THE SALE OF LOT 1 HARRY FEYER SUBDIVISION

---

In 2015, 2016, and again in 2017, the Homer City Council has resolved to sell Lot 1 Harry Feyer Subdivision.

The lot is a triangular-shaped sliver that fronts Kachemak Drive with development constraints that includes a section line easement, and water and sewer assessments totaling \$34,140.80. The 2017 assessed value of the property is approximately value of the assessments, \$34,200.

In March 2017, the City posted an Invitation to Bid noting the developments constraints and the assessment balances of \$34,140.80. The City received one bid, for one dollar and Resolution 17-034 authorized the sale. After two-months of countless phone calls to city staff the prospective buyer chose not to close unless the City reduced the balance of the assessments by approximately \$7,000.00. Based on the Invitation to Bid and Resolution 17-034 we could not proceed without reposting the Invitation to Bid.

To make the best use of staff time, I am recommending that the City use a real estate professional to market the property. Resolution 16-053 affirmed a three-year contract with Homer Real Estate based on a 10% commission rate. Since the value of this lot is approximately the value of the assessments, I am recommending that the 10% commission be based on the combined sales price and the value of the assessments. A real estate professional can contact adjacent property owners (who have the most to gain by purchasing this parcel), help to facilitate a replat of the parcel with the three adjacent property owners, and negotiate a sale that takes into consideration access issues and the assessments.

To be efficient, some flexibility is needed in regards to the sales price and the balance of the assessments. This resolution states that if the sales price, including the balance of the assessments, lowers by more than \$5,000 from previously accepted purchase agreements, (\$34, 141.80 = assessments + \$1 bid) the City Council will approve the final terms of the sale.

Att: Aerial image  
2012 survey  
Invitation to Bid date March 17, 2017  
Resolution 17-034





Lot 1 Harry Feyer  
Subdivision,  
KPB 17911005

**Kachemak Drive**

159

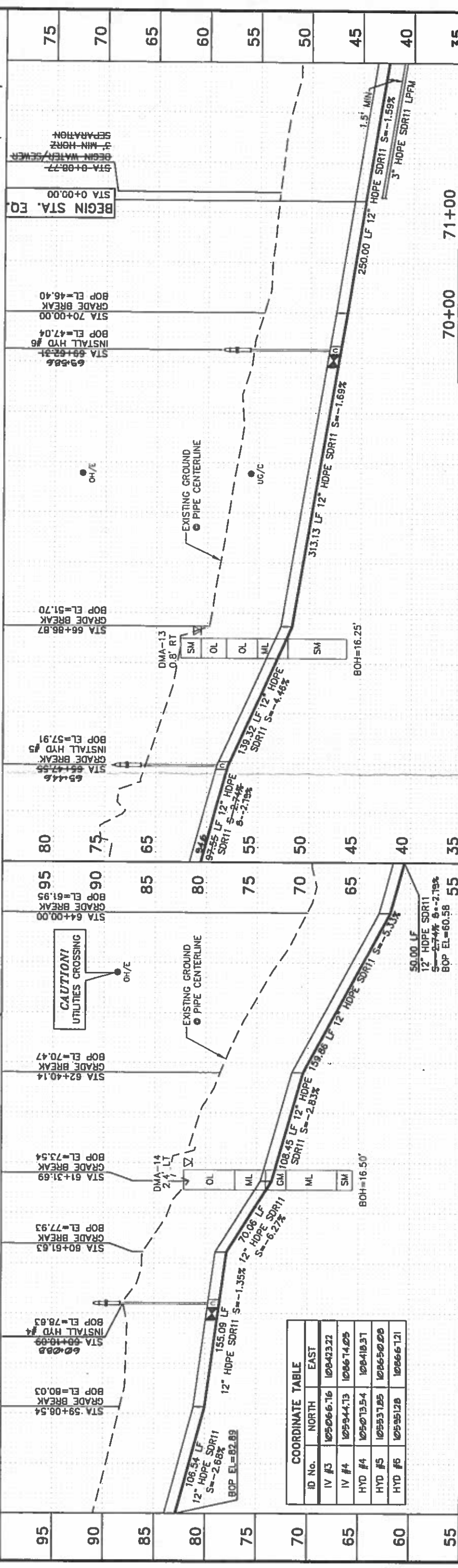
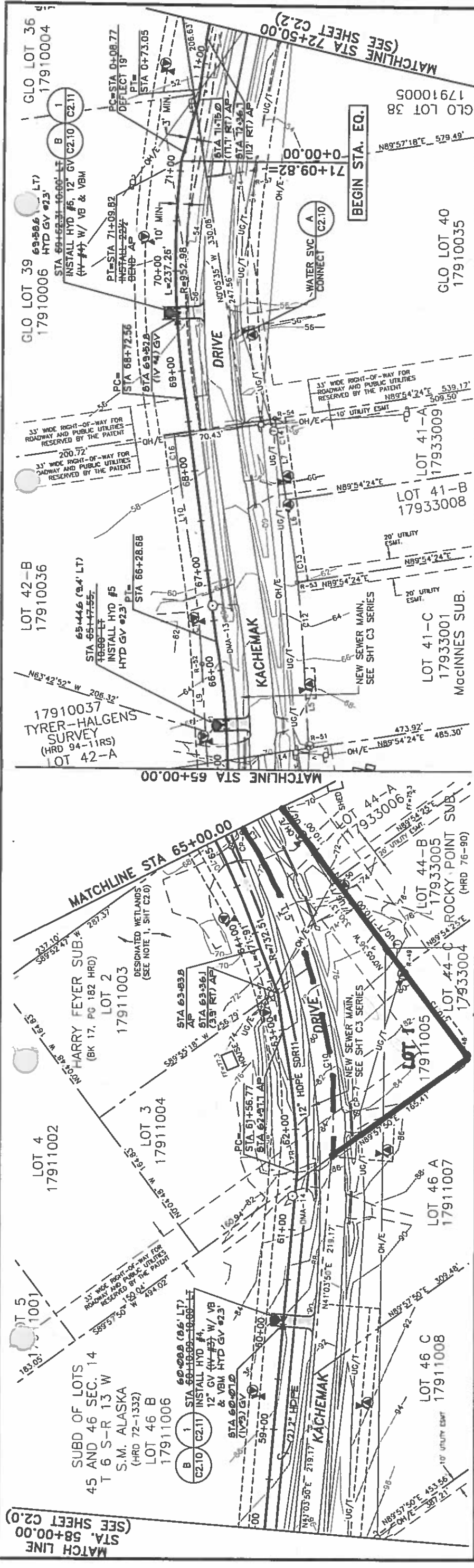


Fri Jul 21 2017 11:43:40 AM



DISCLAIMER: The data displayed herein is neither a legally recorded map nor survey and no liability is assumed for the accuracy of any data displayed herein. Original source documents should be consulted for accuracy verification.

# KPB Parcel Viewer



NO.	DATE	BY	DESCRIPTION
1	8/19/11	FJV	HORIZ ALIGN MODIFICATION
2	6/20/12	FJV	AS CONSTRUCTED

REVISIONS	NO.	DATE	BY	DESCRIPTION										
58+00	59+00	60+00	61+00	62+00	63+00	64+00	65+00	66+00	67+00	68+00	69+00	70+00	71+00	72+00

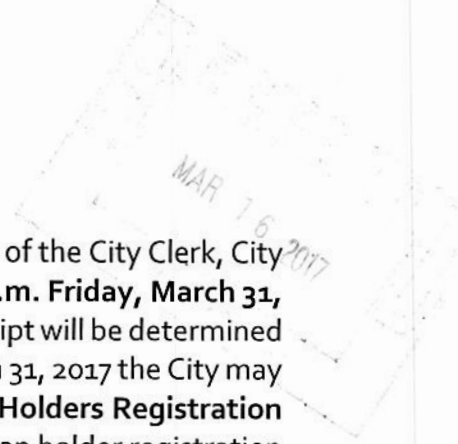
COORDINATE TABLE	
ID NO.	EAST
IV #3	105066.16
IV #4	105344.73
HYD #4	105073.54
HYD #5	105331.25
HYD #6	105351.28

SHEET NO. **C2.1**  
**03059**  
 CITY OF HOMER - KACHEMAK DRIVE  
 PHASE II WATER AND SEWER IMPROVEMENTS  
 WATER LINE PLAN & PROFILE  
 STA 58+00.00 TO STA 72+50.00  
 SCALE: SHOWN  
 DESIGNED: SW  
 CHECKED: FJV  
 DRAWN: SJW  
 DATE: 08/19/11  
 SHEET 11 OF 38



**INVITATION TO BID  
CITY OF HOMER  
TO PURCHASE CITY REAL PROPERTY**



Sealed bids for the purchase of real property will be received at the Office of the City Clerk, City Hall, City of Homer, 491 East Pioneer Avenue, Homer, Alaska, until **2:00 p.m. Friday, March 31, 2017**, at which time they will be publicly opened and read. The time of receipt will be determined by the City Clerk's time stamp. If no acceptable bids are received by March 31, 2017 the City may extend the time period. **All bidders must submit a City of Homer Plan Holders Registration form to be on the Plan Holders List and to be considered responsive.** Plan holder registration forms and bid specifications are available online at <http://www.cityofhomer-ak.gov/rfps>

The City of Homer, Alaska, is hereby advertising for sealed bids to purchase the following real property:

Lot 1 Harry Feyer Subdivision on Kachemak Drive, Section 14, Township 6 South, Range 13 West, Seward Meridian (KPB Parcel No. 17911005).

This lot is 0.39 acres, 16,988 square feet and in the Rural Residential Zoning District. The purchaser to assume the water and sewer assessments. The gas assessment is paid.

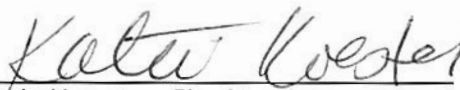
Assessments	Balance	Annual Payment	# of years remaining
Water	\$ 17,642.22	\$ 1,379.27	16.5 yrs
Sewer	\$ 16,498.58	\$ 1,290.64	16.5 yrs
Natural gas	0	0	0

From the Homer Land Allocation Plan: This lot "is a sliver of land left over after the dedication of Kachemak Drive. Currently, two driveways cross the property to reach the homes to the west. The majority of this lot has an access easement across it, so only a portion of the land could be used for a structure. Further, Kachemak Drive is only 60 feet at this point instead of the usual 100 feet."

An electronic copy of the bid package is available on the City's website <http://www.cityofhomer-ak.gov/rfps> or you may purchase hard copies at the Office of the City Clerk for a fee of \$10.00. If you have any questions on the contents of the bid package, please contact the City Clerk at (907) 235-3130.

The City reserves the absolute right to reject any or all proposals, may waive any or all informalities or irregularities, and may permit the correction of errors or omissions in responses.

Dated this 17<sup>th</sup> day of March, 2017

  
Katie Koester, City Manager

Publish: City website



**NOTES**

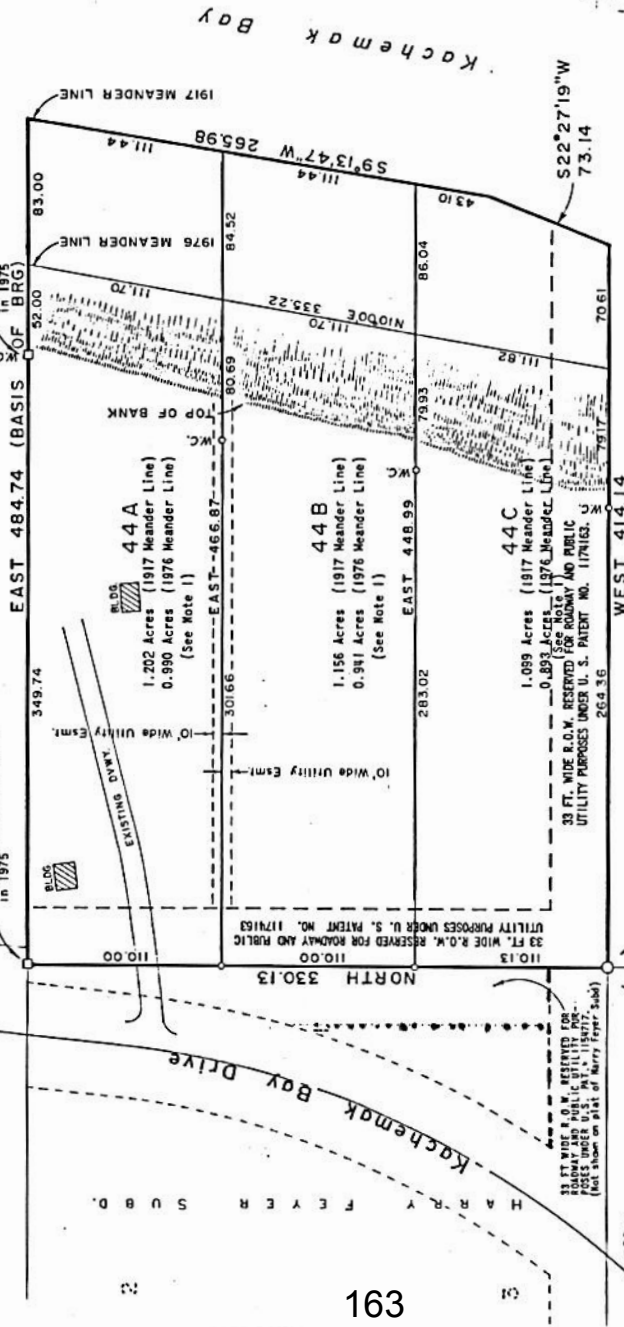
1. The acreage for all lots shown on this plat includes the adjacent R.O.W. Emt. area.
2. Wastewater disposal systems shall comply with applicable laws and regulations pertaining to the installation, construction and operation of said system.
3. 5/8" X 30" Iron Rods set at all lot corners this survey, unless indicated otherwise

M A C I N N E S S U B D.

41C

Fed. 911 X 211 Sub E Tract set by Ken Branch, R.L.S. in 1975

Fed. 911 X 211 Sub E Tract set by Ken Branch, R.L.S. in 1975



Fed. Cross in Granite Bldr. set by Henning Johnson, R.L.S. in 1952

45A

46A

46B

47A

**SURVEYOR'S CERTIFICATE**

I HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR AND THAT THIS PLAT REPRESENTS A SURVEY MADE UNDER MY DIRECT SUPERVISION AND THAT MONUMENTS ACTUALLY EXIST AS LOCATED AND THAT DIMENSIONAL AND OTHER DETAILS ARE CORRECT.

Date 10-17-76  
 Jan Branch, R.L.S., No. 1301 S

**KENAI PENINSULA BOROUGH**

I HEREBY CERTIFY THAT THIS SUBDIVISION PLAT HAS BEEN FOUND TO COMPLY WITH THE REGULATIONS OF THE KENAI PENINSULA BOROUGH AND THAT SAID PLAT HAS BEEN APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION.

Date October 11 1976  
 Planning Director

**CERTIFICATE OF OWNERSHIP**

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY FREE CONSENT AND DEDICATE ALL STREETS, EASEMENTS AND OTHER OPEN SPACES TO PUBLIC USE.

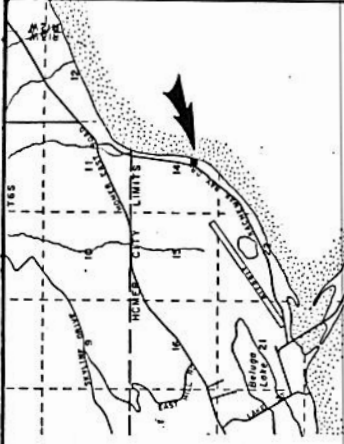
Date 10-19-76  
 Janice Pechan, General Del. Homer, Ak.

Date 10-19-76  
 Pauline M. Casey, 3145 S. Idalia Aurora, Colo. (Deed of Trust, Beneficiary)

**NOTARY'S ACKNOWLEDGEMENT**

CERTIFICATE OF OWNERSHIP SUBSCRIBED AND SWORN TO BEFORE ME THIS 19 DAY OF October 1976.

W. J. [Signature]  
 Notary in and for the STATE OF ALASKA  
 My Commission Expires Dec. 1976



1" = 50'



Kachemak Bay

VICINITY MAP  
 1" = 1 MILE

76-90  
 ALASKA - FILED 3  
 ALASKA REG. DIST.  
 DATE 11/15 1976  
 TIME 11:22 A.M.  
 PREPARED BY KCO  
 ADDRESS

**LEGEND**

○ — Indicates 5/8" X 30" Iron Rod set this survey.

**ROCKY POINT SUBDIVISION**

LOCATED WITHIN THE CITY OF HOMER

A Subdivision of BLM Lot 44, Section 14, T6S, R13W, S.M., Homer Recording Dist., Alaska, Into Lots 44A, 44B & 44C.

Containing: 3.457 ACRES (1917 Meander Line)  
 2.824 ACRES (1976 Meander Line)

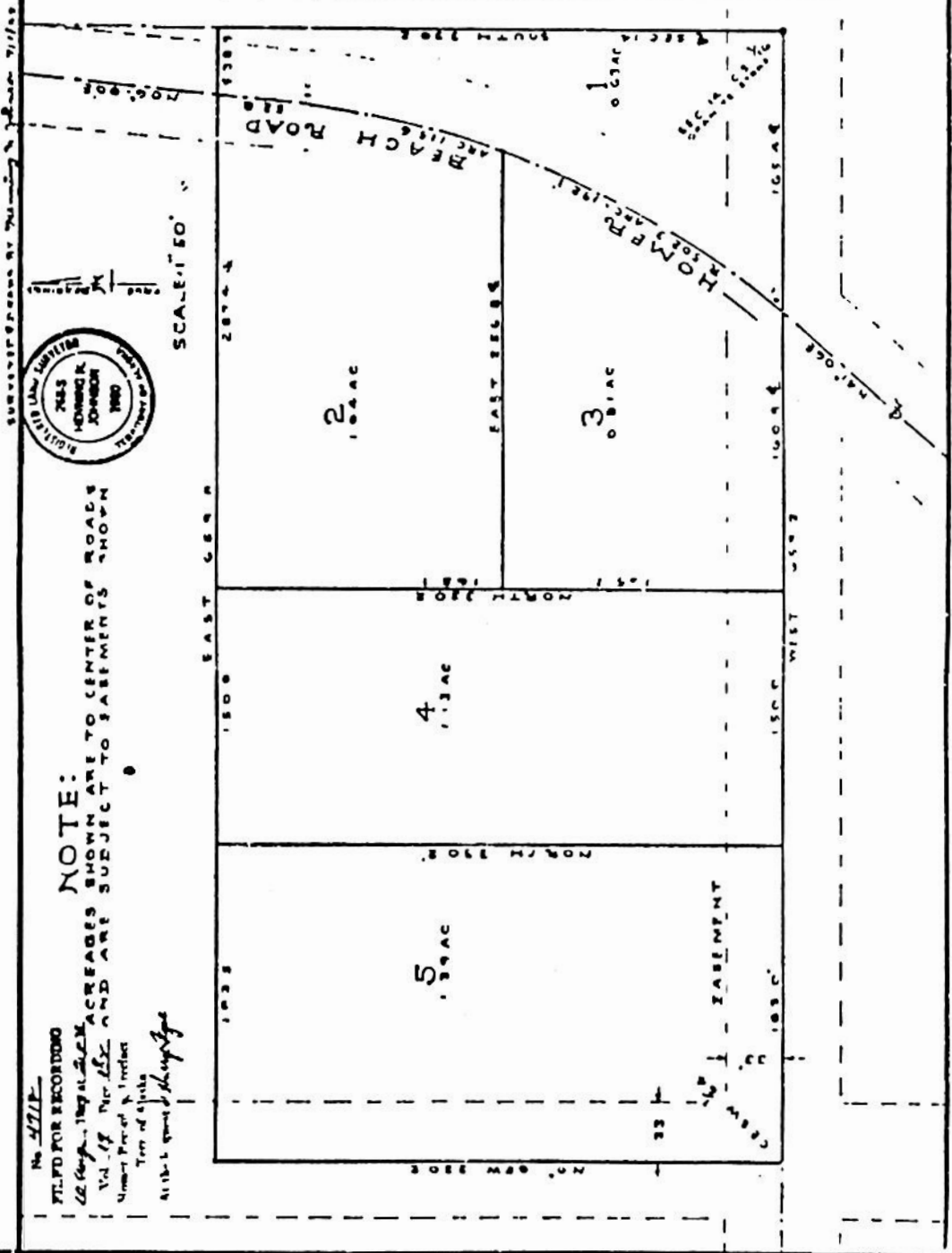
PREPARED BY  
 JANICE NEEDHAM  
 GENERAL DELIVERY  
 HOMER, ALASKA

DATE  
 KEN BRANCH, R.L.S. 9/20/76  
 SCALE  
 P.O. BOX 1295  
 HOMER, ALASKA 9/20/76

See the 1976 Rocky Point Subdivision plat for a clearer illustration of Lot 1 Harry Feyer Sub.

# HARRY FEYER SUBDIVISION

LOCATED IN LOT 43 SEC. 14, T6S-R13W, S.M. ALASKA



**CITY OF HOMER  
HOMER, ALASKA**

City Manager

**RESOLUTION 17-034**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA APPROVING THE SALE OF LOT 1 HARRY FEYER SUBDIVISION, SECTION 14, TOWNSHIP 6 SOUTH, RANGE 13 WEST, SEWARD MERIDIAN, KPB PARCEL NO. 179-110-05 TO THE RESPONSIBLE BIDDER FOR ONE DOLLAR AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE APPROPRIATE DOCUMENTS TO FINALIZE THE SALE.

WHEREAS, HCC 18.12.020 provides that real property that is no longer required for public purpose may be sold to the highest responsible bidder at public auction or by sealed bids; and

WHEREAS, City Council determined that a public purpose did not exist for Lot 1 Harry Feyer Subdivision and designated the property for sale in the City's 2015 and 2016 Land Allocation Plans adopted by Resolution 15- 030(A) on April 27, 2015 and by Resolution 16-043 on April 25, 2016; and

WHEREAS, The Land Allocation Plan clarifies that Lot 1 Harry Feyer Subdivision is a small triangular sliver of land with a access easement(s) crossing the parcel, leaving only a portion of the land developable; and

WHEREAS, Ordinance 16-17(S) Section 5, further authorizes the sale of Lot 1 Harry Feyer Subdivision for less than fair market value in consideration of its development constraints and large water and sewer assessments. In addition, Section 5 declares that it is in the best interest of the City to convey the property for nominal consideration to an adjacent property owners; and

WHEREAS, When combined, the water and sewer assessments of \$34,141.80 exceed the assessed value of \$30,900.00; and

WHEREAS, The property was offered through sealed bids and advertised on the City of Homer website from March 17, 2017 through March 31, 2017, and one bid was received for one dollar.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, approves the sale to the responsible bidder, an adjacent property owner, as

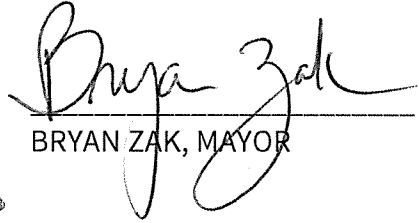
Jan Needham for Lot 1 Harry Feyer Subdivision, Section 14, Township 6 South, Range 13 West, Seward Meridian, KPB Parcel

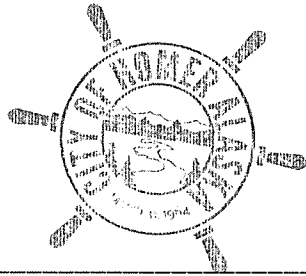
45 No. 179-110-05.

46  
47 BE IT FURTHER RESOLVED that the Homer City Council authorizes the City Manager to  
48 execute the necessary documents to complete the sale with the bidder.  
49

50  
51 PASSED AND ADOPTED by the Homer City Council this 10th day of April, 2017.  
52

53 CITY OF HOMER

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56  
57 BRYAN ZAK, MAYOR



58 ATTEST:

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61 JO JOHNSON, MMC, CITY CLERK

62  
63  
64 Fiscal Note: Water and sewer assessments of \$34,141.80

# ORDINANCE(S)





# CITY MANAGER'S REPORT





## City of Homer

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

Office of the City Manager

491 East Pioneer Avenue  
Homer, Alaska 99603

[citymanager@cityofhomer-ak.gov](mailto: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: August 9, 2017  
SUBJECT: August 14 City Manager's Report

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### **Salary and Benefits Study**

HR Director Browning has been working on a salary and benefits study comparing other municipalities' complete compensation packages which includes: position descriptions and wages, longevity scale info, health care, cost of living adjustments, and other fringe benefits with the City of Homer to help inform your deliberation during the budget cycle. Her analysis depends on the participation of neighboring municipalities and their willingness to share information, so timing is difficult. Nevertheless, her goal is to have the study done by the end of September. This report will produce a lot of real time, real world information that will very valuable. I am looking forward to reviewing the results with you.

### **Lunch with a Councilmember**

Fall must really be right around the corner...Lunch with a Councilmember is starting back up soon. The Homer Friends of the Library Coordinator will contact you to schedule a time slot. I encourage members of the public who are interested in more free form dialogue with their City leaders to attend this hour long 'brown bag' lunch at the Library conference room from noon to one the first Council Monday of the month (September 11, October 9, November 27, December 11).

### **Reminder: Emergency Management Worksession September 11<sup>th</sup>**

Council expressed an interest in more information regarding City of Homer specific emergency operations after the worksession held with the Department of Military and Veteran's affairs. The worksession on September 11<sup>th</sup> will provide Council an opportunity to review the City of Homer Emergency Operations Plan (<https://www.cityofhomer-ak.gov/fire/emergency-operations-plan>), ask specific questions of the Fire Chief and hopefully allow time for some discussion on area maritime response.

### **Coffee Table**

August 2 Mayor Zak, former Councilmember Howard and myself were invited to KBBI's coffee table to discuss the structure and responsibilities of City government. It was a great opportunity to share with the public details on what Councilmembers are asked to take on as the decision makers and leaders of a complex organization of 100 employees and a 25 million dollar annual budget. KBBI expressed an interest in running a series of coffee table programs that focus on different departments and responsibilities of City government.

### **Visit form Captain of the Port**

Port and Harbor Director Hawkins and I met with newly appointed USCG Captain of the Port for Western Alaska (including Southcentral), Captain Sean MacKenzie and staff. The Captain of the Port is in charge of enforcing USCG regulations regarding maritime security, safety and environmental protection. In addition to providing Captain MacKenzie with an overview of the Large Vessel Harbor expansion plans, we emphasized the importance of the Coast Guard in our community and the City's willingness to work with them on any issues they may have.

### **Alaska Municipal League Summer Meeting**

I will be out of the office Tuesday August 15 through Friday August 19 to attend Alaska Municipal League Summer meeting with Councilmember Smith and Mayor Zak. I am looking forward to touching base with other Managers and municipal leaders about how they are handling everything from declining revenue to Port and Harbor development. Though I will not be in the office, I will be available by phone and email and will be working on packet preparation for the next meeting while I am there, so please feel free to contact me if you need anything.

### **Global Sustainable Fisheries of Alaska**

In 2015, the City was approached by Global Sustainable Fisheries of Alaska (GSFA) to lease Lot 9A and Lot 10A on the Homer Spit (corner of Fish Dock and Homer Spit Road). In the original proposal GSFA planned to build a 10,780 sq ft fish processing plant that used unique freezing technology to preserve quality. Eventual plans included manufacturing modular units that could be sent to bush Alaska for preserving harvest in rural communities. Resolution 16-086 authorized lease negotiations. In Resolution 16-105 the proposed facility was reduced to 2,700 sq ft. The lease was subject to GSFA obtaining \$1.6 million grant from the U.S. Department of Commerce and Economic Development Administration (EDA). As the landowner, the EDA required the City to file as a joint applicant for the grant. Resolution 16-096 approved a joint agreement between GSFA and the City of Homer that specified that GSFA would be treated like any other lease holder and be responsible for meeting all grant requirements.

On August 3, 2017, the City Manager's office received notification that GSFA was not awarded the Economic Development Administration grant due to failure to secure the required match. As you can see from the long trail of resolutions, staff has spent a lot of time working with GSFA over the last 3 years. The project has gained significant statewide attention with promises to revolutionize fish processing in Alaska and combat unemployment in rural communities. GSFA has contacted City staff to request renewed partnership on a second application. However, with lease approval being dependent on a successful grant award, I have no choice but to terminate negotiations with GSFA. After going through one round of application, I don't believe the City has the time or expertise to reapply as a joint applicant for the EDA grant and I will be re-advertising lots 9A and 10A as available for lease.

### **Community Assistance**

At the July 24<sup>th</sup> Council meeting I was asked to report on the status of the FY 2017 community assistance payment from the state. As you recall, Ordinance 16-21(S) appropriated \$189,000 for the SPARC project with the intent of reimbursing the General Fund those dollars once payment was received from the state.

- State Fiscal year 2017 Community Assistance Payment: \$215,640 received November of 2016

- State Fiscal year 2018 projected Community assistance amount: \$145,735 (will receive late 2017)

### **Right of Way Clearing**

Over the last few years Public Works has dedicated a portion of the summer to improving drainage along roads by re-establishing road side ditches. This work extends the life of roads, improves their level of

service, and reduces long-term maintenance costs. The City Council has probably received complaints about this work similar to those received in the City Manager's office and at Public Works, so I want to take a minute to explain the need for this work and the pains the department takes to be respectful of property owners.

Ordinance 16-51 and Homer City Code Chapter 11.36 provides for the removal of vegetation that interferes with the reasonable public use of a right-of-way. Public Works makes every effort to contact adjacent property owners about the work in their neighborhood and explain why the work is necessary. We knock on doors and leave door hangers. At the property owner's request, downed trees can be salvaged for firewood. All work is completed within street right-of-way. Surveyors are employed to locate property lines to make sure we are not excavating or clearing vegetation on private property.

Road side ditches play an important role in collecting surface water from adjacent property and draining the road subgrade. Poor drainage contributes to saturated road gravel/subgrades which (especially during breakup) causes roads to become impassable. Good drainage reduces the severity and the length of time gravel roads suffer during thawing and wet conditions. Paved roads will deteriorate more quickly if underlying subgrade and gravel become saturated. The types of soils encountered in Homer are generally fine-grained silty soils that are highly moisture sensitive, impermeable and frost susceptible. Keeping ground and surface water away from roads, buildings and infrastructure is especially important in Homer.

To complete ditch maintenance, vegetation along the road side is impacted. We understand that to some property owners, trees and vegetation growing in the right-of-way act as a visual buffer to their property. It is especially difficult to see trees removed when the aphides and beetles have killed so many healthy trees in our town. Unfortunately, trees in the right-of-way can and do block sight distances, interfere with snow plowing and storage. They also interfere with the maintenance and operation of drainage improvements, gas mains, telephone and power lines, and cable facilities. Street right-of way is intended to serve the public and provide access, drainage, and a corridor for aboveground and underground utilities. In most cases, trees in the right-of-way conflict with these public needs.

In summary, the work described above is completed for the following reasons:

- Maintain and improve drainage
- Clear overhanging/protruding vegetation that interferes with the heavy maintenance equipment and emergency vehicle response
- Provide for snow storage and the ability to "wing back" snow during heavy accumulations
- Maintain sight distances at driveways and intersection
- Allow for utility companies, including power, telephone, gas and cable TV facilities, to efficiently operate and maintain their facilities

It is probable that the lack of attention in the past to maintaining street right-of-way in the manner described above has contributed to the severity of the work being accomplished now. We hope that the Council and the community can understand and support our ongoing efforts to maintain street right-of-way for the benefit of the many users of our public rights-of-way.

Enc:

Employee Anniversaries - August

Memo from Planning Commission Updating Council on their work on Homelessness

Memo from Public Works Director on Providing Small Quantity Bulk Water to the Public





# City of Homer

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

Office of the City Manager

491 East Pioneer Avenue  
Homer, Alaska 99603

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

(p) 907-235-8121 x2222

(f) 907-235-3148

## Memorandum

TO: MAYOR ZAK AND CITY COUNCIL  
FROM: Katie Koester  
DATE: August 14, 2017  
SUBJECT: August Employee Anniversaries

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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.

<b>Dan Gardner,</b>	<b>Public Works</b>	<b>26</b>	<b>Years</b>
<b>Carey Meyer,</b>	<b>Public Works</b>	<b>18</b>	<b>Years</b>
<b>Dotti Harness,</b>	<b>Admin</b>	<b>12</b>	<b>Years</b>
<b>Dale Bothell,</b>	<b>Public Works</b>	<b>7</b>	<b>Years</b>
<b>Joe Inglis,</b>	<b>Public Works</b>	<b>6</b>	<b>Years</b>
<b>Eve Dickmann,</b>	<b>Police</b>	<b>5</b>	<b>Years</b>
<b>Staci LaPlante,</b>	<b>Public Works</b>	<b>3</b>	<b>Years</b>







## **Memorandum**

TO: MAYOR ZAK AND HOMER CITY COUNCIL

THROUGH: KATIE KOESTER, CITY MANAGER

FROM: RICK ABBOUD, CITY PLANNER

DATE: JANUARY 5, 2017

SUBJECT: TEMPORARY COLD WEATHER SHELTER FOR THE HOMELESS

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Council Member Erickson proposed that the Planning Commission review options for temporary cold weather shelters for the homeless in a memo to the Mayor and City Council dated January 5, 2017. The Planning Commission was introduced to the subject at their meeting on February 1<sup>st</sup>. The subject was further explored at the meetings on February 15<sup>th</sup> and March 1<sup>st</sup>. The Commission had discussions at length about the parameters for the allowance of cold weather shelters. The conversations quickly delved into the many related services necessary to help alleviate homelessness.

There was discussion of the definition of hostel and rooming house that do not require payment for use. I further explored how one could gain these designations and offer a temporary cold weather shelter. Based on existing programs, such as those found in Anchorage. I found that the cold weather shelter opens as demand exceeds the supply of beds in the homeless shelters. After having Captain Christy of the Salvation Army present to the Commission (my only candidate for operation of a shelter), she concluded that in consideration of all the effort it would take to run a cold weather shelter, she may as well open a shelter for the homeless (note: Captain Christy has recently accepted an assignment outside of Homer). If the only program for homeless were a temporary cold weather (defined as 45 degrees or below) shelter, what exactly would be temporary? The temperature in Homer routinely dips below 45 degrees for 10 months or so.

All this begs to ask, when does a hostel/rooming house or something else become a shelter for the homeless? Considering that Homer does not really have a shelter for the homeless and a 'cold weather' shelter would/could be designated nearly year-round, what would actually be temporary? The client? The time a shelter operates? Now this is really looking like a straight shelter for the homeless, especially when we seemingly only have one possible operator.

An emergency shelter for the homeless in Anchorage is based on an actual emergency situation and the designation for such supersedes zoning. The Muni spends over \$2 million

dealing with homelessness. They regulate the occupancy issues of the structure itself along with the operational policies and plans. Health and Human Services along with the Fire Department administer the program. It is but one piece of a multifaceted program to address homelessness in Anchorage. We are talking life and death here. If a hostel or rooming house wanted to offer a free room on occasion to those in need, I would see no problem with that. When a temporary shelter is not really temporary and could house a population nearly indefinitely, there is nothing really different from a shelter for the homeless. This could be addressed if we had a potential applicant.

### Where are we now?

So far, I have found lots of concern for the homeless, while noting that their presence in Homer lately has not been nearly as noticeable as last year. We have no organization proposing to provide temporary cold weather shelter for the homeless, thus no potential provider. The designation of the temporary shelter for the homeless, such as in Anchorage, seemingly requires more effort than dealing with an by-right shelter for the homeless and is really seen as a program in conjunction with a greater effort to address homelessness.

What about shelter for the homeless? Any designated shelter for the homeless has a myriad of concerns, which can be very programmatic and site specific. I find it particularly challenging to make a long list of conditions for the operation of a shelter to conceivably address an unknown operational plan. When a shelter is near a residential neighborhood, I believe there is good reason to solicit and address local concerns with a CUP. At this point, we have not chosen to address a by-right provision for a homeless shelter.

I have made contacts and keep abreast of potential opportunities for the development of programs for the homeless. I will continue to monitor organizations for their proposals and consider how they may be addressed in zoning. I will gladly work with any potential applicant in the development service facilities and examine the issues with the Planning Commission. I hope to schedule an annual presentation to the Planning Commission on the subject of Homelessness.



## Memorandum

TO: Katie Koester, City Manager  
FROM: Carey S. Meyer, Public Works Director  
DATE: August 9, 2017  
SUBJECT: Options for providing a small quantity bulk watering point

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Every so often, there is renewed interest in developing a bulk watering point where the public can access small quantities (500 – 1000 gallons) of drinking water. No reasonable solution has ever been identified that 1) does not require significant capital costs, 2) could generate revenue in a cost effective manner and did not compete with the private sector, and 3) provide safe public access. The following options are available:

**Option 1** – make minor improvements to current “RV dump site sites” to allow for safe access and provide “iron rangers” and signage to facilitate revenue collection. This would provide summer time access to bulk water (up to 20 gpm) at two locations (Public Works and the Spit).

Cost = \$5,500; Expected Annual Revenue = \$1,100.

Advantages: low initial capital

expenditure, produces revenue; does not compete with public sector (local bulk water haulers are not set up to serve customers wanting 1000 gallons or less); safe access provided.

Disadvantages: summer use only, low fill rates, requires cash handling.

**Option 2-** provide year round facility. This would require a heated enclosure and a more significant capital expenditure. would result in a single location (probably near Public Works) that could provide access to bulk water at higher flows (50-100 gpm). Would include capacity to pay for water using credit card.

Cost = \$85,000; Expected Annual Revenue = \$5,500

Advantages: higher level of service (year round at higher fill rates), no cash handling.

Disadvantages: could begin to compete with private sector, higher capital expenditure and O&M costs.



**Existing Public Works RV Dump Site**



# CITY ATTORNEY REPORT



# COMMITTEE REPORTS





PENDING BUSINESS



**CITY OF HOMER  
HOMER, ALASKA**

Aderhold

**RESOLUTION 17-074**

A RESOLUTION OF THE HOMER CITY COUNCIL AUTHORIZING STANTEC ARCHITECTURE TO PREPARE 10% CONCEPTUAL DESIGN INCLUDING PRELIMINARY COST ESTIMATES FOR THREE OPTIONS FOR CONSTRUCTION OF A NEW POLICE STATION AND SCHEDULING A FACILITATED WORKSESSION WITH COUNCIL.

WHEREAS, Council created a Public Safety Building Review Committee (PSBRC) in January 2014; and

WHEREAS, The PSBRC selected a property at the corner of the Sterling Highway and Pioneer Avenue, commonly referred to as the HERC site, because it met the PSBRC's selection criteria (e.g., lot size, property ownership, and above the tsunami zone); and

WHEREAS, The proposed new fire department was separated from the public safety building project when it became apparent the cost was too steep to simultaneously build a new police and fire station; and

WHEREAS, Council supported a bonding request to construct a reduced size public safety campus with police station only that repurposed the HERC building as non-essential space to the voters at the general election in October 2016 in an amount not to exceed twelve million dollars; and

WHEREAS, Proposition #1 that would allow the City of Homer to incur debt and issue general obligation bonds in an amount not to exceed twelve million dollars (\$12,000,000) to finance the planning, design, and construction of a police station and related capital improvements was defeated by the voters at the October 4, 2016 regular election by 71 votes; and

WHEREAS, Council created the Police Station Building Task Force in February of 2017 to provide guidance on how to move forward on the police station including site selection, budget, operations and maintenance, and public private partnerships; and

WHEREAS, The Police Station Building Task Force presented recommendations to Council via Memorandum 17-082 on May 30, 2017; and

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WHEREAS, The Police Station Building Task Force recommended Heath Street and Grubstake Avenue (north of the post office) as the preferred site for a new police station; and

WHEREAS, The Task Force further recommended two building options for consideration by Council: option 2A an approximately 8,400 square foot building with a not to exceed budget of \$6 million and option 2B a 13,900 square foot building with a not to exceed budget of \$13 million; and

WHEREAS, The Council discussed the recommendations at length at the May 30 and June 12 meetings without being able to come to a consensus on cost or site for a new police station; and

WHEREAS, Council expressed an interest in keeping the HERC site as an option for the location of a new police station; and

WHEREAS, The HERC gym is currently used for Community Recreation including pickle ball, toddler play group, and Zumba, among other activities; and

WHEREAS, The Parks, Arts, Recreation and Culture Needs Assessment in 2015 concluded a that the most pressing recreational/cultural need in Homer was for a general-purpose gymnasium and multi-purpose space for dance, martial arts, performing arts, and community events; and

WHEREAS, The Needs Assessment further concluded that while a long-term option for a cultural and reactional center is explored, the City should investigate ways to keep the HERC open to help meet indoor space needs; and

WHEREAS, Investing in the HERC to increase the life span of the building and bring the downstairs up to fire code will allow expanded public use with greater occupancy capabilities than are currently allowed; and

WHEREAS, Repurposing the HERC in a way that is useful to the police department while maintaining the gym access to the public fills two very important needs in the community; and

WHEREAS, Currently the City spends \$40,000 - \$60,000 a year keeping the HERC in warm status. Repurposing the facility with improved energy efficiency, renovating the roof, and making it a useful facility will allow those operating dollars to be spent constructively on operating and maintaining a new police station; and

80 WHEREAS, Stantec Architecture is the firm selected by the City Council in March of 2014  
81 to manage the design and construction for the public safety building under the General  
82 Contractor /Construction Manager model; and

83  
84 WHEREAS, The Council has been working on meeting the need for a new police station  
85 for over 3 years and is still struggling with major variables such as site and cost; and

86  
87 WHEREAS, Given the importance of the project and the differing opinions, it would be  
88 useful to have a professional facilitator guide Council through an extended worksession  
89 evaluating the pros and cons of different options with the goal of coming to consensus on an  
90 option that can be brought to the public for their feedback.

91  
92 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska authorizes  
93 Stantec Architecture to prepare three 10% concept designs for the new police station for  
94 consideration by Council:

- 95  
96 1. A 9 million dollar facility located at the corner of Heath Street and Grubstake Avenue  
97 2. A 6 million dollar facility the corner of Heath Street and Grubstake Avenue  
98 3. Modified plans for the HERC site that remove the shooting range and allow public  
99 access to the downstairs/gym section of the building for recreation.

100  
101 BE IT FURTHER RESOLVED that the City will contract with a facilitator to conduct an  
102 extended worksession scheduled after the general election in October to discuss the three  
103 options in detail.

104  
105 PASSED AND ADOPTED by the Homer City Council on this 24<sup>th</sup> day of July, 2017.

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107 CITY OF HOMER

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111 BRYAN ZAK, MAYOR

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113 ATTEST:  
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117 MELISSA JACOBSEN, MMC, CITY CLERK

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119 Fiscal Note: \$39,400. \$37,400 for 10% preliminary design on 3 options; \$2,000 for professional  
120 facilitator from Police Station Building Fund, account balance \$88,000



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

3  
4 Aderhold

5 **RESOLUTION 17-074(S)**  
6

7 A RESOLUTION OF THE HOMER CITY COUNCIL AUTHORIZING  
8 STANTEC ARCITECTURE TO PREPARE 10% CONCEPTUAL DESIGN  
9 INCLUDING PRELIMINARY COST ESTIMATES FOR THREE OPTIONS  
10 FOR CONSTRUCTION OF A NEW POLICE STATION AND  
11 SCHEDULING A FACILITED WORKSESSION WITH COUCNIL  
12

13 WHEREAS, Council created a Public Safety Building Review Committee (PSBRC) in  
14 January 2014; and  
15

16 WHEREAS, The PSBRC selected a property at the corner of the Sterling Highway and  
17 Pioneer Avenue, commonly referred to as the HERC site, because it met the PSBRC's selection  
18 criteria (e.g., lot size, property ownership, and above the tsunami zone); and  
19

20 WHEREAS, The proposed new fire department was separated from the public safety  
21 building project when it became apparent the cost was too steep to simultaneously build a  
22 new police and fire station; and  
23

24 WHEREAS, Council supported a bonding request to construct a reduced size public  
25 safety campus with police station only that repurposed the HERC building as non-essential  
26 space to the voters at the general election in October 2016 in an amount not to exceed twelve  
27 million dollars; and  
28

29 WHEREAS, Proposition #1 that would allow the City of Homer to incur debt and issue  
30 general obligation bonds in an amount not to exceed twelve million dollars (\$12,000,000) to  
31 finance the planning, design, and construction of a police station and related capital  
32 improvements was defeated by the voters at the October 4, 2016 regular election by 71 votes;  
33 and  
34

35 WHEREAS, Council created the Police Station Building Task Force in February of 2017  
36 to provide guidance on how to move forward on the police station including site selection,  
37 budget, operations and maintence, and public private partnerships; and  
38

39 WHEREAS, The Police Station Building Task Force presented recommendations to  
40 Council via Memorandum 17-082 on May 30, 2017; and

41  
42 WHEREAS, The Police Station Building Task Force recommended Heath Street and  
43 Grubstake Avenue (north of the post office) as the preferred site for a new police station; and

44  
45 WHEREAS, The Task Force further recommended two building options for  
46 consideration by Council: option 2A an approximately 8,400 square foot building with a not to  
47 exceed budget of \$6 million and option 2B a 13,900 square foot building with a not to exceed  
48 budget of \$~~13~~9 million; and

49  
50 WHEREAS, The Council discussed the recommendations at length at the May 30 and  
51 June 12 meetings without being able to come to a consensus on cost or site for a new police  
52 station; and

53  
54 WHEREAS, Council expressed an interest in keeping the HERC site as an option for the  
55 location of a new police station; and

56  
57 WHEREAS, The HERC gym is currently used for Community Recreation including pickle  
58 ball, toddler play group, and Zumba, among other activities; and

59  
60 WHEREAS, The Parks, Arts, Recreation and Culture Needs Assessment in 2015  
61 concluded a that the most pressing recreational/cultural need in Homer was for a general-  
62 purpose gymnasium and multi-purpose space for dance, martial arts, performing arts, and  
63 community events; and

64  
65 WHEREAS, The Needs Assessment further concluded that while a long-term option for  
66 a cultural and reactional center is explored, the City should investigate ways to keep the HERC  
67 open to help meet indoor space needs; and

68  
69 WHEREAS, Investing in the HERC to increase the life span of the building and bring the  
70 downstairs up to fire code will allow expanded public use with greater occupancy capabilities  
71 than are currently allowed; and

72  
73 WHEREAS, Repurposing the HERC in a way that is useful to the police department while  
74 maintaining the gym access to the public fills two very important needs in the community; and

75  
76 WHEREAS, Currently the City spends \$40,000 - \$60,000 a year keeping the HERC in warm  
77 status. Repurposing the facility with improved energy efficiency, renovating the roof, and  
78 making it a useful facility will allow those operating dollars to be spent constructively on  
79 operating and maintaining a new police station; and

80



81 WHEREAS, Stantec Architecture is the firm selected by the City Council in March of 2014  
82 to manage the design and construction for the public safety building under the General  
83 Contractor /Construction Manager model; and

84  
85 WHEREAS, The Council has been working on meeting the need for a new police station  
86 for over 3 years and is still struggling with major variables such as site and cost; and

87  
88 WHEREAS, Given the importance of the project and the differing opinions, it would be  
89 useful to have a professional facilitator guide Council through an extended worksession  
90 evaluating the pros and cons of different options with the goal of coming to consensus on an  
91 option that can be brought to the public for their feedback.

92  
93 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska authorizes  
94 Stantec Architecture to prepare three 10% concept designs for the new police station for  
95 consideration by Council:

- 96  
97 1. A 9 million dollar facility located at the corner of Heath Street and Grubstake Avenue  
98 2. A 6 million dollar facility the corner of Heath Street and Grubstake Avenue  
99 3. Modified plans for the HERC site that remove the shooting range and allow public  
100 access to the downstairs/gym section of the building for recreation.

101  
102 BE IT FURTHER RESOLVED that the City will contract with a **an independent** facilitator  
103 to conduct an extended worksession scheduled after the general election in October to discuss  
104 the three options in detail **with the intent of gaining city council agreement on one site and**  
105 **building concept.**

106 PASSED AND ADOPTED by the Homer City Council on this 24<sup>th</sup> day of July, 2017.

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108 CITY OF HOMER

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ATTEST:

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MELISSA JACOBSEN, MMC, CITY CLERK

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Fiscal Note: \$39,400. \$37,400 for 10% preliminary design on 3 options; \$2,000 for professional  
121 facilitator from Police Station Building Fund, account balance \$88,000



**CITY OF HOMER  
HOMER, ALASKA**

Aderhold

**RESOLUTION 17-074(S-2)**

A RESOLUTION OF THE HOMER CITY COUNCIL DIRECTING THE CITY MANAGER TO HIRE A LOCAL SKILLED FACILITOR AND SCHEDULE A WORKSESSION TO BUILD CONSENSUS AMONG COUNCILMEMBERS REGARDING THE SITE AND BUILDING CONCEPT FOR A NEW POLICE STATION

WHEREAS, Council created a Public Safety Building Review Committee (PSBRC) in January 2014; and

WHEREAS, The PSBRC selected a property at the corner of the Sterling Highway and Pioneer Avenue, commonly referred to as the HERC site, because it met the PSBRC's selection criteria (e.g., lot size, property ownership, and above the tsunami zone); and

WHEREAS, The proposed new fire department was separated from the public safety building project when it became apparent the cost was too steep to simultaneously build a new police and fire station; and

WHEREAS, Council supported a bonding request to construct a reduced size public safety campus with police station only that repurposed the HERC building as non-essential space to the voters at the general election in October 2016 in an amount not to exceed twelve million dollars; and

WHEREAS, Proposition #1 that would allow the City of Homer to incur debt and issue general obligation bonds in an amount not to exceed twelve million dollars (\$12,000,000) to finance the planning, design, and construction of a police station and related capital improvements was defeated by the voters at the October 4, 2016 regular election by 71 votes; and

WHEREAS, Council created the Police Station Building Task Force in February of 2017 to provide guidance on how to move forward on the police station including site selection, budget, operations and maintenance, and public private partnerships; and

WHEREAS, The Police Station Building Task Force presented recommendations to Council via Memorandum 17-082 on May 30, 2017; and

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WHEREAS, The Police Station Building Task Force recommended Heath Street and Grubstake Avenue (north of the post office) as the preferred site for a new police station; and

WHEREAS, The Task Force further recommended two building options for consideration by Council: option 2A an approximately 8,400 square foot building with a not to exceed budget of \$6 million and option 2B a 13,900 square foot building with a not to exceed budget of \$9 million; and

WHEREAS, Council discussed the recommendations at length at the May 30 and June 12 meetings without being able to come to a consensus on cost or site for a new police station; and

WHEREAS, Regardless of not agreeing on key details of the facility, there are many areas where Council can agree such as:

- A new police station is an immediate need
- Public safety is a top priority for the citizens of Homer
- An appreciation for highly qualified public safety employees
- Acknowledgement of the City's responsibility as an employer to provide a safe and functional workspace
- Respect for the citizens who will bear the cost of the facility
- Respect for the hard work that has been put into the project over the last 3 years
- Valuing the input of the Police Chief and his years of public safety experience in Homer
- The importance of a plan that every Council member can support
- A shared desire to bring this project to completion

WHEREAS, The above items provide an excellent foundation for a facilitated conversation to work through the last sticking points of the project plan; and

WHEREAS, Dedicating Council time to consensus building will allow all members to share their concerns and perspective and in the end provide an optimum police station plan that the voters can have confidence in.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska authorizes the City Manager to contract with a local skilled facilitator with the intent of gaining City Council agreement on one site and building concept.

PASSED AND ADOPTED by the Homer City Council on this 14<sup>th</sup> day of August 2017.

CITY OF HOMER

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BRYAN ZAK, MAYOR

ATTEST:

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MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Note: \$500-\$1000 for local professional facilitator from Police Station Building Fund,  
account balance \$88,000



# NEW BUSINESS





# RESOLUTIONS



COMMENTS OF THE AUDIENCE  
COMMENTS OF THE CITY ATTORNEY  
COMMENTS OF THE CITY CLERK  
COMMENTS OF THE CITY MANAGER  
COMMENTS OF THE MAYOR  
COMMENTS OF THE CITY COUNCIL  
ADJOURNMENT

