

City Council

Monday, November 27, 2017

Worksession 4:00 p.m.
Committee of the Whole 5:00 p.m.
Regular Meeting 6:00 p.m.



Beluga Lake Ice Skating Photos courtesy of
Clark Fair November 2017



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

November-December 2017

- Monday 27th:** **CITY COUNCIL**
Work Session 4:00pm. Committee of the Whole 5:00 p.m. and Regular Meeting 6:00 p.m.
- Tuesday 5th:** **LIBRARY ADVISORY BOARD**
Regular Meeting 5:30 p.m.
- Wednesday 6th:** **PLANNING COMMISSION**
Work Session 5:30pm, Regular Meeting 6:30pm
- Monday 11th:** **CITY COUNCIL**
Committee of the Whole 5:00 p.m. and Regular Meeting 6:00 p.m.

Regular Meeting Schedule

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

MAYOR AND CITY COUNCILMEMBERS AND TERMS

- BRYAN ZAK, MAYOR – 18
DONNA ADERHOLD, COUNCILMEMBER – 18
HEATH SMITH, COUNCILMEMBER – 18
SHELLY ERICKSON, COUNCILMEMBER – 19
TOM STROOZAS, COUNCILMEMBER – 19
RACHEL LORD – 20
CAROLINE VENUTI – 20
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
Clerk's office phone number: direct line 235-3130

HOMER CITY COUNCIL
491 E. PIONEER AVENUE
HOMER, ALASKA
www.cityofhomer-ak.gov



WORKSESSION
4:00 P.M. MONDAY
NOVEMBER 27, 2017
COWLES COUNCIL CHAMBERS

MAYOR BRYAN ZAK
COUNCIL MEMBER DONNA ADERHOLD
COUNCIL MEMBER HEATH SMITH
COUNCIL MEMBER TOM STROOZAS
COUNCIL MEMBER SHELLY ERICKSON
COUNCIL MEMBER CAROLINE VENUTI
COUNCIL MEMBER RACHEL LORD
CITY ATTORNEY HOLLY WELLS
CITY MANAGER KATIE KOESTER
CITY CLERK MELISSA JACOBSEN

WORKSESSION AGENDA

1. CALL TO ORDER, 4:00 P.M.

Mayor Zak has requested telephonic participation.

2. AGENDA APPROVAL (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual, pg. 5)

3. POLICE STATION CONCEPTUAL DESIGN

Page 7

4. COMMENTS OF THE AUDIENCE

5. ADJOURNMENT NO LATER THAN 4:50 P.M.

Next Regular Meeting is Monday, December 11, 2017 at 6:00 p.m. Committee of the Whole at 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.

Public Safety (Police Station) Project Milestone Timeline

2013

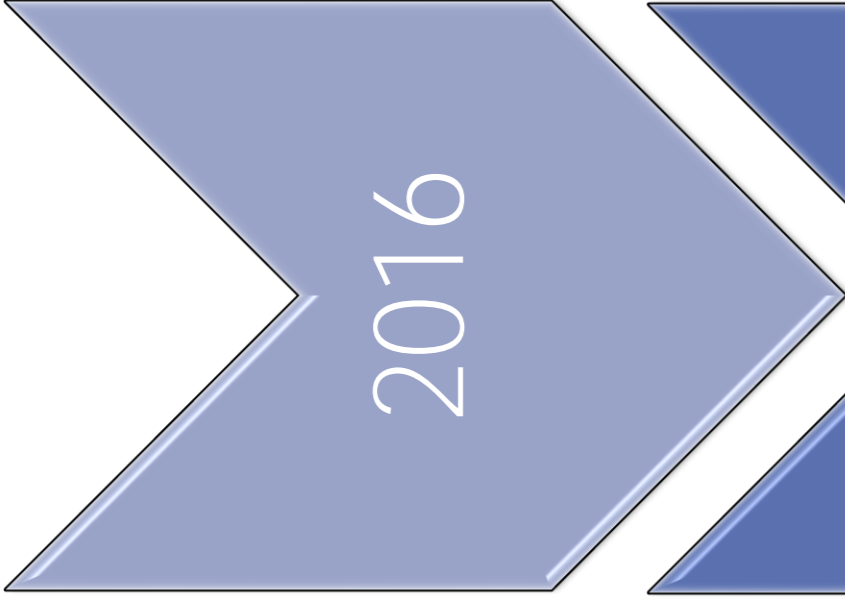
- Project Site Assessment Conducted Sept 2013 by City Manager & Staff
- Proceeds from sale of existing Fire & Police Property to be Dedicated to Proposed Project Reso. 13-091(A) 09.09.13
- Proposed Project City Council Highest Priority CIP
- Historical research indicates new Police Station & Firehall projects in one form or another on CIP for over 20 years Memo 13-124 Back up Support to Reso 13-087(A) 2014 -2019 CIP 09.09.13
- Proposed Public Safety Building Project (Combined Fire & Police) Ord. 13-38(S) 09.23.13
- Requested Kenai Peninsula Borough to Amend Relevant Agreements & the Quit Claim Deed on Transfer of Ownership of the HERC Reso 13-096 09.23.13

2014

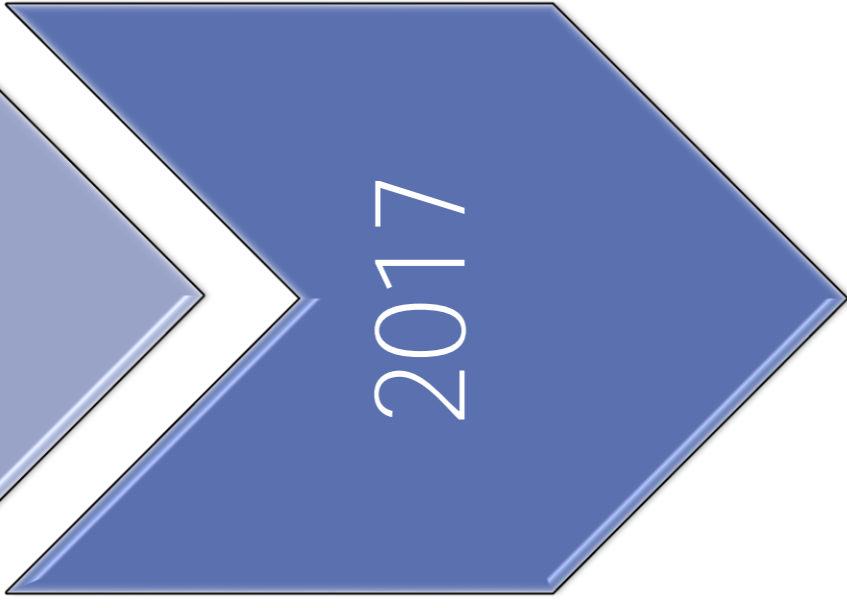
- City Council created and tasked the Public Safety Building Review Committee (PSBRC) Reso. 14-020 01.13.14
- PSBRC held 3 public meetings; recommendation to award submitted to Council on 03.06.14
- Council Awarded GC/CM Contract for Design and Construction of Public Safety Building Project to Stantec Reso. 14-036(S) 03.10.14
- PSBRC tasked with oversight of project design, held 7 meetings, provided an online survey for employee input; held 3 public hearings; conducted Space Needs Analysis
- Council decided it was in the city's best interests to own the building Reso 14-100 09.22.14
- Council Approved Site Recommendation of the HERC Facility Reso. 14-110 10.27.14
- Conceptual project drawings developed and recommended construction methods were determined
- Created Fact Sheets for Explaining the Need for a New Facility

2015

- Approved Conceptual Design, Schedule and Budget to 35% Design Reso. 15-007(A) 01.12.15
- PSBRC Conducted 12 Meetings, 1 Public Informational Forum, 3 Worksessions with Decision Makers, 2 Public Open Houses, Facility Tours for the Public and Council members and 3 Public Hearings
- Proceeded with Geotechnical and Survey Work at HERC Site
- Demolition and Abatement Costs Estimate
- Attended Community Meetings to Promote the Project
- Civil Site Drawings Created
- Appropriated Funding for Modified 35% Design Ord. 15-18(S-2) 7/28/15
- Public Involvement and Information Strategies Developed
- Funding Strategy Recommendations
- Review Similar Projects from other communities - Skagway
- Recommendations from the Design Team on Public Involvements measures
- Approved expending funds to produce schematic design
- Reduced size of project and established priorities
- Recommendations to Council 3 Options - Combined Facility, Reduced Combined Facility and Police with Upgrades for Existing Fire Memo 15-007
- Drafted a New Public Outreach Program



- New Police Station Square Footage Justification Memorandum from Chief Robl to Council Memo. 16-039 02.22.16
- Council Separated the Public Safety Building Project and Approved Improvements and Upgrades to Existing Fire Station Reso. 16-035 03.29.16
- Transferred Funds from the Public Safety Building Project to Fire Station Improvement Project Ord. 16-16(A) 03.29.16
- PSBRC conducted 18 meetings
- Finalized a Public Outreach Program
- Conducted Project Presentations at major community organizations, City Commissions and Board meetings
- Requested an Upgrade analysis on the HERC facility
- Requested Bond counseling from AML
- Appropriated Funds for Public Information Campaign on the Bond Proposition for the 2016 Ballot Ord. 16-39 08.08.16
- Ballot Measure Failed by 71 Votes 10.04.16
- Disbanded the Public Safety Building Review Committee Reso. 16-127



- Created the Police Station Building Task Force and Established Scope of Work and Parameters of the Task Force Reso. 16-128(S)(A) 02.13.17
- Recommendations from the Task Force to Council Memo 17-082 05.24.17
- Authorized Stantec to Prepare 10% Conceptual Design including a Preliminary Cost Estimate for Construction of a New Police Station and Scheduling a Facilitated Extended Worksession with Council Reso 17-074(S)(A) 08.14.17
- Disbanded the Police Station Building Task Force Reso. 17-080 09.25.17



CITY OF HOMER

POLICE DEPARTMENT

4060 HEATH STREET HOMER, AK 99603-7609

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

MEMORANDUM

DATE: November 20, 2017
TO: Katie Koester, City Manager
FROM: Mark Robl, Chief of Police
SUBJECT: New Police Station

I have been continuing to review the floor plan for the new police station. We have been busy brainstorming and making changes to eliminate wasted space and improve efficiency. I am very encouraged by how this is developing and I am convinced we can build a very workable police station that addresses many of our current deficiencies and stays within the footprint size identified as costing approximately 6 million dollars. I have received many questions about how the new building will benefit us and address our current needs. I'll do my best to address these questions and will point out a few things to consider as well. I think the design we are presenting to council for consideration is the best compromise we could come up with. We have met our most critical daily use needs and have made some significant operational improvements.

The design of the new building fills the following needs:

- Safety. The floor plan is well thought out. Prisoners stay within the jail spaces and do not travel through employee work areas during the course of a normal stay.
- Detention Spaces. There is a special cell available for juveniles meeting federal requirements for sight and sound separation.
- IT. The building is designed with a standalone radio room, IT room and dispatch center. It will accommodate the radios and computer equipment needs in a modern facility.
- Jail Improvements. The jail has more storage, properly designed visitation spaces and ample room for booking and office needs. Onsite laundry is provided for washing jail laundry. Prisoner flow is orderly, efficient and safe.
- Health. The new building will have an air handling system designed to maintain separation between the jail cells and employee spaces.
- Program needs. Several program needs are addressed including a polygraph room, soft interview room, increased spaces for evidence storage, evidence lab, general storage, dispatch, training, exercise and office spaces.
- We have thought about future building expansions and did our layout accordingly. The most likely option to add on space in the future will be to add a second story.

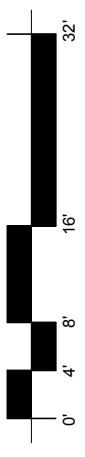
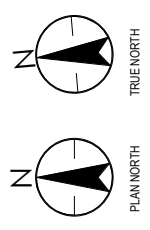
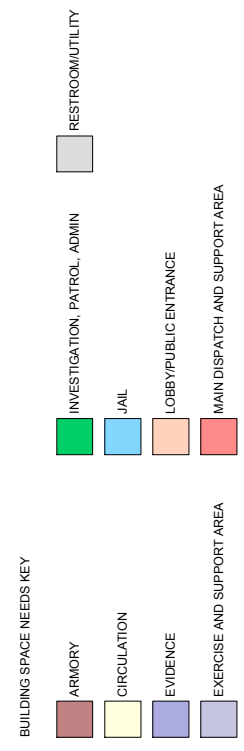
Additional things to consider are as follows:

- The design does not include a sally port for prisoner loading and transport. This has been identified as a very important safety and security need. The sally port is a drive in garage where prisoners are loaded and unloaded from vehicles. It serves three

primary purposes. One is to keep the prisoners out of public view. This is important if the prisoner is being held under title 47, (mental health holds or severely intoxicated), as the HIPPA laws are in play. The other concern is to eliminating as much contact as possible between certain victims and the associated perpetrators. (Especially in sex assault and domestic violence cases). The sally port is also a great asset to officer safety. Violent, non-compliant prisoners are most likely to fight and actively resist at the point in transport when they are being moved in and out of vehicles. When the transfer occurs in an enclosed space prisoners are far less likely to act out and if they do it is easier to control and contain them.

- The current plan does not provide us with a heated garage space for vehicle evidence processing. This is another very important and significant need for us. We impound on average 2.5 vehicles per month that need to be searched and processed for evidence. Sometimes we'll have two at the same time. Most are drug related but some will be associated with just about any type of crime, thefts and assaults are common. Processing a vehicle for evidence typically involves gathering all types of latent evidence such as fingerprints, hairs and fibers, DNA and blood and other body secretions. To have the most success with this, the impounded vehicle should be placed into a climate controlled area as soon as possible where fragile evidence will be preserved until search warrants are in place and the investigators are available.
- The current design does not include any enclosed, heated garage space for patrol vehicles. Without it on-duty officers will park their vehicles and leave them idling while in the station during winter months to ensure they are free of snow and ice and ready to respond at a moment's notice.
- The meeting room as planned will be large enough to have department meetings in but not large enough to function as an Emergency Operations Center or training space for larger events.
- We will need to move our emergency generator from our existing lot to the new building site. The fire station will then be without emergency back-up power.
- The new design may not allow for an on-site impound yard. Vehicle evidence might have to be stored off-site.
- The single story design has a larger footprint on the site which could limit additions in the future. Planning the build to allow for a second story might add some costs now but provide options for later.
- The building includes more storage space than we currently have but it might not be enough. The site plan should include room to hold one of our existing connex's.
- The four cell layout with the additional juvenile ready holding cell is an improvement but it is not optimum. Ideally we would have an additional cell specifically for female prisoners. Cells for females should have sight and sound separation from cells for males. Female holding cells are typically in their own wing or area in the building. If the building is built as currently planned we'll have to achieve separation with screens and barriers.
- The current floor plan provides less evidence storage space than ideal. If built as shown we will definitely need some outside storage space for evidence. We are not done with the design work on our evidence related spaces. I anticipate changes in the final design in this area of the building.

At council direction, we could work with the architect to develop a cafeteria style list of options for the building. The list could contain various options such as sally port, evidence processing garage etc. with costs for the council to consider.



1 FLOOR DIAGRAM
1/8" = 1'-0"
A-100



Stantec Architecture Inc.
725 East Freewood Lane Suite 200
Anchorage, AK 99503-2245
Tel (907) 276-4245 • www.stantec.com

The Contractor will verify and be responsible for all dimensions. DO NOT base the drawing, or any construction, on the printed or electronic reproduction. The Contractor will verify and be responsible for all dimensions. DO NOT base the drawing, or any construction, on the printed or electronic reproduction.

Consultant

| Revision | By | Appd | YYYY MM.DD |
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Permit/Seal

PRELIMINARY
NOT FOR CONSTRUCTION

Client/Project: CITY OF HOMER
POLICE STATION
PRELIMINARY
CONCEPT
WADELL SITE

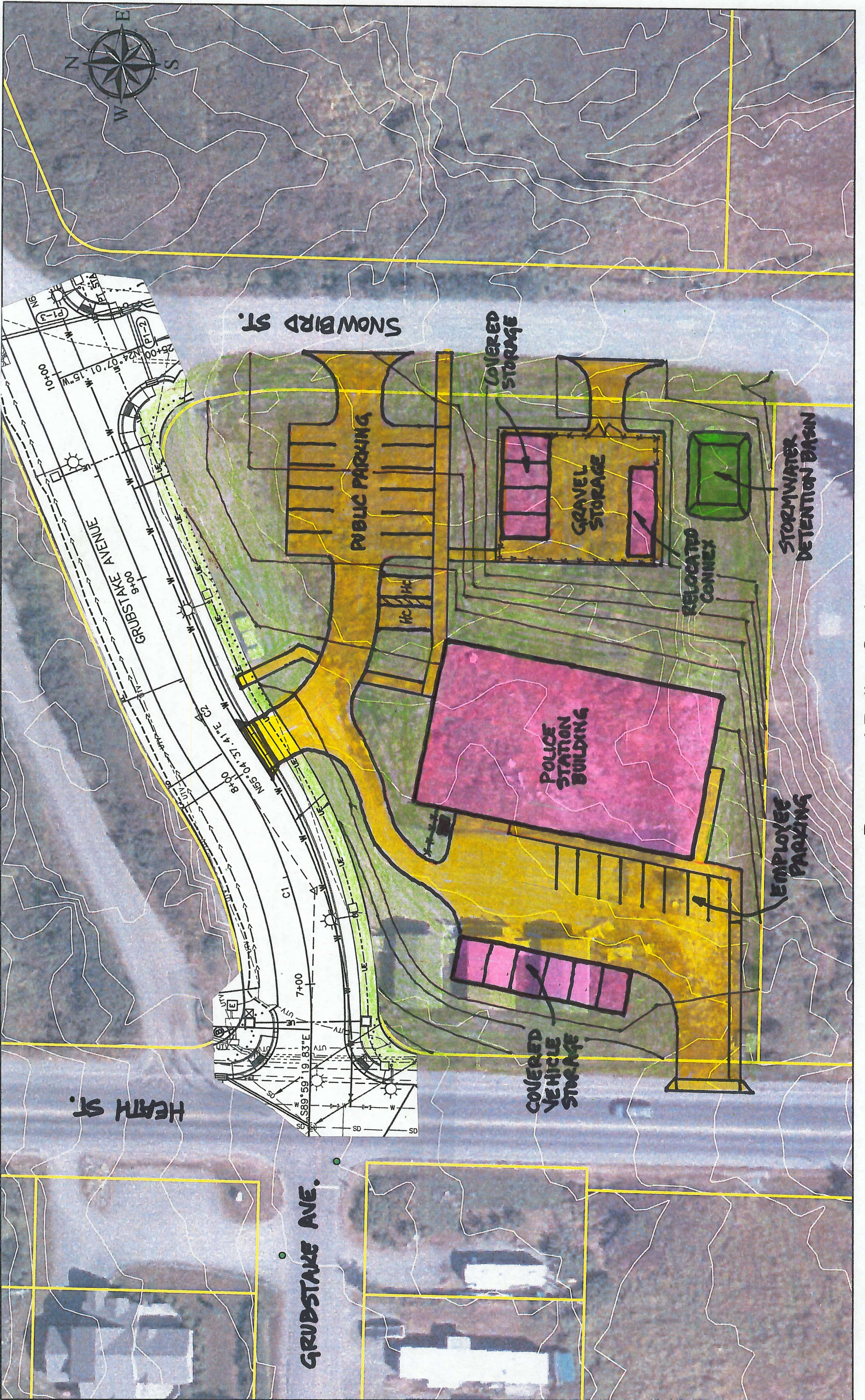
Project No.: 2046068900
File Name: N/A

Scale: 1/8" = 1'-0"
Author: Designer
Date: 10/09/17

Checked: YYYMMDD
Drawn: Designer

Title: BUBBLE DIAGRAM

Revision:
Drawing No. **A-100**



Proposed Police Station

1 inch = 40 feet

**Conceptual Cost Estimate
 9,576 SF - Single Story Building
 Waddell Site - "\$6M Option"**

| Base Project Tasks | SF | Unit Price | Cost |
|---------------------------|-------|------------|-----------------------|
| Building Construction | 9,576 | \$415 | \$3,974,040.00 |
| Civil Site Improvements | | | \$540,000.00 |
| Accessory Buildings | | | \$185,000.00 |
| Design | | | \$375,923.20 |
| Inspection | | | \$117,476.00 |
| 1% for Art | | | \$39,740.40 |
| Furnishings | | | \$110,000.00 |
| Communications | | | \$205,000.00 |
| Contingency (10%) | | | \$554,717.96 |
| | | | |
| Repay HART for property | | | \$258,000.00 |
| | | | |
| Total Base Project | | | \$6,359,897.56 |

HOMER CITY COUNCIL
491 E. PIONEER AVENUE
HOMER, ALASKA
www.cityofhomer-ak.gov



COMMITTEE OF THE WHOLE
5:00 P.M. MONDAY
NOVEMBER 27, 2017
COWLES COUNCIL CHAMBERS

MAYOR BRYAN ZAK
COUNCIL MEMBER DONNA ADERHOLD
COUNCIL MEMBER HEATH SMITH
COUNCIL MEMBER TOM STROOZAS
COUNCIL MEMBER SHELLY ERICKSON
COUNCIL MEMBER CAROLINE VENUTI
COUNCIL MEMBER RACHEL LORD
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.

Mayor Zak has requested telephonic participation.

2. AGENDA APPROVAL (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual, pg. 6)

3. Ordinance 17-42, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Calendar Year 2018 for the General Fund, The Water Fund, the Sewer Fund, the Port/Harbor Fund, Capital Projects, and Internal Service Funds. City Manager. Introduction October 30, 2017, Public Hearings November 27, 2017 and December 11, 2017, Second Reading December 11, 2017. Page 119

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, December 11, 2017 at 6:00 p.m. and Committee of the Whole at 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



**REGULAR MEETING
6:00 P.M. MONDAY
NOVEMBER 27, 2017
COWLES COUNCIL CHAMBERS**

MAYOR BRYAN ZAK
COUNCIL MEMBER DONNA ADERHOLD
COUNCIL MEMBER HEATH SMITH
COUNCIL MEMBER TOM STROOZAS
COUNCIL MEMBER SHELLY ERICKSON
COUNCIL MEMBER CAROLINE VENUTI
COUNCIL MEMBER RACHEL LORD
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.

Mayor Zak has requested telephonic participation.

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 Chamber of Commerce Light up Homer for the Holidays
December 1, 2017 Page 29
- B. Mayoral Recognition of the Rotary Health Fair Page 31
- C. Mayoral Recognition of Todd Cook, Operator of the Year
- D. Mayoral Recognition City of Homer Award from DEC for Water Source Protection

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 October 30, 2017 City Clerk. Recommend adoption. Page 39
- B. **Memorandum 17-139** from Mayor Re: Appointment of Sara Woltjen to the Cannabis Advisory Commission. Recommend approval. Page 53
- C. **Memorandum 17-140** from City Clerk Re: New Liquor License for Wild Honey Bistro and Liquor License Transfer for Oaken Keg. Recommend approval. Page 57
- A. **Resolution 17-093**, A Resolution of the City Council of Homer, Alaska, Approving a New One-Year Contract with Premera Blue Cross, Sun Life Health, and Prudential. City Manager/Personnel Director. Recommend adoption. Page 91
- B. **Resolution 17-094**, A Resolution of the City Council of Homer, Alaska, Establishing the 2018 Regular Meeting Schedule for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks Art Recreation and Culture Advisory Commission, Advisory Planning Commission, Port and Harbor Advisory Commission, and Cannabis Advisory Commission. City Clerk. Recommend adoption. Page 93
- D. **Resolution 17-096**, A Resolution of the Homer City Council Accepting the 2016 Comprehensive Annual Financial Report with Audit and Financial Statements and Acknowledging the Management Letter Submitted by the City's Independent Auditor, BDO, USA, LLP and Authorizing the City Manager to Execute the Financial Report. City Manager/Finance Director. Recommend adoption. Page 103
- Memorandum 17-142 from Finance Director as backup Page 105

7. VISITORS

- A. Pratt Museum Update – Laurie Stuart, Executive Director (10 minutes)
- B. Homer Soil & Water Conservation District, Invasive Weeds - Matt Steffy, Natural Resources Specialist (10 minutes)

- C. Homer Chamber of Commerce Budget – Debbie Speakman, Executive Director (10 minutes)

**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
 - a. Memorandum Re: Lot 3 Land Acquisition North of Jack Gist Park Page 111
5. Port and Harbor Advisory Commission
6. Cannabis Advisory Commission

9. PUBLIC HEARING(S)

- A. **Ordinance 17-42**, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Calendar Year 2018 for the General Fund, The Water Fund, the Sewer Fund, the Port/Harbor Fund, Capital Projects, and Internal Service Funds. City Manager. Introduction October 30, 2017, Public Hearings November 27, 2017 and December 11, 2017, Second Reading December 11, 2017. Page 119
- B. **Resolution 17-086**, A Resolution of the City Council of Homer, Alaska, Amending the City of Homer Fee Schedule Under Camping Fees. City Clerk. (To follow Budget Ordinance 17-42; Public Hearings November 27 and December 11, 2017) Page 151

Resolution 17-086(S) A Resolution of the City Council of Homer, Alaska, Approving the 2018 Fee Schedule at Current Rates. City Clerk. (To follow Budget Ordinance 17-42; Public Hearings November 27 and December 11, 2017) Page 153

- C. **Ordinance 17-39**, An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating a Grant from the Alaska Highway Safety Office in the Amount of \$39,488

for the Homer Police Department Project Drive and Authorizing the City Manager to Execute the Appropriate Documents. City Manager/Police Chief. Introduction October 30, 2017, Public Hearings November 27, 2017 and December 11, 2017, Second Reading December 11, 2017. Page 157

Memorandum 17-132 from Police Chief as backup Page 159

- D. **Ordinance 17-40**, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Title 3 Chapter 3.01 Budget by Adding a New Section That Establishes a Minimum Annual Transfer in the Operating Budget of Homer Accelerated Road and Trails Funds for Road and Trail Capital Improvements. Smith/Aderhold. Introduction October 30, 2017, Public Hearings November 27, 2017 and December 11, 2017, Second Reading December 11, 2017. Page 167

Memorandum 17-133 from City Manager as backup Page 169

- E. **Resolution 17-092**, A Resolution of the City Council of Homer, Alaska, Amending the Homer Accelerated Roads and Trails Program (HART) Policy Manual to the HART Capital Improvements Policy Manual and Establishing Minimum Set Asides for Capital Improvements. Smith/Aderhold Page 171

Memorandum 17-133 from City Manager as backup Page 169

- F. **Ordinance 17-41**, An Ordinance of the City Council of Homer, Alaska, Authorizing the City Manager to Purchase Kenai Peninsula Borough Parcel 18103418, 'Lot 42' from the Alaska Mental Health Trust Authority in the Amount of \$550,600, Acquire Quitclaim Deeds on Parcels on which both the City and the Trust Claim Ownership interests and Authorizing an Expenditure of \$250,600 from the Port and Harbor Enterprise Fund and a \$300,000 Loan from the General Fund for that Purpose. City Manager. Introduction October 30, 2017, Public Hearings November 27, 2017 and December 11, 2017, Second Reading December 11, 2017. Page 175

Ordinance 17-41(S) An Ordinance of the City Council of Homer, Alaska, Authorizing the City Manager to Purchase Kenai Peninsula Borough Parcel 18103418, 'Lot 42' from the Alaska Mental Health Trust Authority in the Amount of \$550,600, Acquire Quitclaim Deeds on Parcels on which both the City and the Trust Claim Ownership interests and Authorizing an Expenditure of ~~\$250,600~~ **\$550,600** from the Port and Harbor Enterprise Fund and a ~~\$300,000~~ Loan from the General Fund for that Purpose. Erickson. Page 179

Ordinance 17-41(S) An Ordinance of the City Council of Homer, Alaska, Authorizing the City Manager to Purchase Kenai Peninsula Borough Parcel 18103418, 'Lot 42' from the Alaska Mental Health Trust Authority in the Amount of \$550,600, Acquire Quitclaim

Deeds on Parcels on which both the City and the Trust Claim Ownership interests and Authorizing an Expenditure of \$250,600 from the Port and Harbor Enterprise Fund and a \$300,000 Loan from the General Fund for that Purpose. Mayor. Page 183

Memorandum 17-134 from City Manager as backup Page 187
Memorandum 17-141 from City Manager as backup Page 197

10. ORDINANCE(S)

11. CITY MANAGER’S REPORT

A. City Manager’s Report Page 205

B. Bid Report Page 231

12. CITY ATTORNEY REPORT

13. COMMITTEE REPORT

A. Employee Committee Report
a. Memorandum from Employee Committee Re: Health Insurance Renewal and COLA Page 237
B. Americans with Disabilities Act Compliance Committee

14. PENDING BUSINESS

15. NEW BUSINESS

16. RESOLUTIONS

A. **Resolution 17-095**, A Resolution of the Homer City Council Approving an Amendment to the Icicle Seafood’s, Inc. Lease for Lot 41 to Include Lot 42 Homer Spit Subdivision Amended, Which Expires December 31, 2036 with a Base Rent of \$69,648 Subject to Appraisal and Authorizing the City Manager to Execute the Appropriate Documents. City Manager. Page 245

Memorandum 17-141 from City Manager as backup Page 197

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, December 11, 2017 at 6:00 p.m., and Committee of the Whole at 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

**Light Up Homer for the Holidays
December 1, 2017**

WHEREAS, The Homer Chamber of Commerce hosts an Annual Holiday Tree Lighting Ceremony at the Visitor Center each year and on Friday, December 1st the spruce tree on the front lawn of the Homer Chamber will be lit up for the Holidays; and

WHEREAS, People of all ages are invited to attend this festive occasion between 4:00 and 6:00 p.m. at the Homer Chamber of Commerce Visitor Center, located at 201 Sterling Highway; and

WHEREAS, The festivities include the Homer High School Choir, refreshments, a bonfire, crafts for kids and photos with Santa and Mrs. Claus who are arriving on a Homer Volunteer Department Fire Engine, along with lighting up the Chamber's spruce tree; and

WHEREAS, Eric Lee & Kirsten Rasmussen, Co-Owners and Co-Pilots of Alaska Ultimate Safaris Helicopter Adventures, a Homer Chamber of Commerce Member, donated and shipped a 9 foot Nordman Fir Tree that will be decorated by Marie Walker, Chamber Volunteer Host and showcased in the Visitor Center for the Tree Lighting Ceremony; and

WHEREAS, The following businesses provided financial support or the donation of in-kind services for the Holiday Tree Lighting Celebration: Alaska Ultimate Safaris, AlaskaUSA Mortgage Company, Alaska Flower Mill, AmericasCuisine, Cosmic Kitchen, Cornerstone Home Lending, Inc., Dutch Boy Landscaping, Enstar Natural Gas Company, Homer Electric, Malone Insurance Agency, Safeway, Save-U-More, SVT Health & Wellness Community Health Center and the Homer Chamber of Commerce.

NOW, THEREFORE, I, Donna Aderhold, Mayor Pro Tempore of Homer, Alaska, do hereby proclaim Friday evening, December 1, 2017 as:

Light Up Homer for the Holidays

And urge the residents of our community to attend the festivities at the Homer Chamber of Commerce Visitor Center and to show your holiday spirit by lighting up your homes and businesses for the season.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Homer, Alaska, to be affixed this 27th day of November, 2017.

CITY OF HOMER

ATTEST:

DONNA ADERHOLD, MAYOR PRO TEMPORE

MELISSA JACOBSEN, MMC, CITY CLERK

**CITY OF HOMER
HOMER, ALASKA**

MAYORAL RECOGNITION

of the

ROTARY HEALTH FAIR

WHEREAS, A Health Fair is an educational and interactive event designed for outreach to provide basic preventative medicine and medical screening to communities; and

WHEREAS, Part of Homer-Kachemak Bay Rotary Club’s mission is to work to build healthy communities locally and internationally; and

WHEREAS, Over the past 34 years, Homer-Kachemak Bay Rotary Club in conjunction with South Peninsula Hospital and a myriad of medical, dental, therapeutic, and community wellness focused entities have come together for the annual Rotary Health Fair; and

WHEREAS, A major benefit of the Health Fair is that it provides affordable blood tests to community members who are uninsured, underinsured, or too busy to get to the doctor’s office; and

WHEREAS, Thousands of area residents have benefitted from the free and reduced-rate health screenings over the past three decades; and

WHEREAS, This year’s Health Fair provided free flu shots, ultra-sound leg screenings and other health screenings such as vision, blood pressure, diabetes risk assessment, skin/hair/nail cancer; and

WHEREAS, This year’s Health Fair included over 60 informational exhibits providing information on stroke, mindfulness, acupuncture, addiction medicine and drug rehab, disaster preparedness, sleep disorders, dental health, Vitamin D and immunizations, to name a few; and

WHEREAS, The Rotary Health Fair in Homer is the largest community-based and locally sponsored health fair in the State of Alaska; and

WHEREAS, For the last 11 years Homer Rotarian Sharon Minsch has been the Rotary Health Fair Coordinator and she along with fellow Rotarians and South Peninsula Hospital Staff have continued to provide this incredible opportunity for our community to “Take a Day to be Well”.

NOW, THEREFORE, I, Donna Aderhold, Mayor Pro Tempore, of Homer, Alaska, do hereby recognize the efforts of our local Rotarians, South Peninsula Hospital staff, and all of the local Health Care Providers and local businesses who take a Saturday each year for the Rotary Health Fair.

CITY OF HOMER

DONNA ADERHOLD, MAYOR PRO TEMPORE

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

PUBLIC COMMENTS
UPON MATTERS
ALREADY ON THE AGENDA

RECONSIDERATION

CONSENT AGENDA

Session 17-25 a Regular Meeting of the Homer City Council was called to order on October 30, 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, LORD, SMITH, STROOZAS, VENUTI

STAFF: CITY MANAGER KOESTER
CITY CLERK JACOBSEN
HARBORMASTER HAWKINS
FINANCE DIRECTOR WALTON

Council met for a Worksession to hear an update on Worksession 4:00 p.m. and Committee of the Whole 5:00 p.m. in Homer City Hall Cowles Council Chambers.

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 Memorandum 17-131** from City Clerk Re: Appointments corrected to include appointment of Shelly Erickson to the Cannabis Advisory Commission. **Memorandum 17-138** from City Clerk Re: Liquor License Premise Change for the Homer Spit Oyster Bar. Memorandum from Homer Police Department stating non objection. **Resolution 17-089**, A Resolution of the Homer City Council Confirming the Assessment Roll, Establishing Dates for Payment of Assessments and Establishing Delinquency, Penalty, and Interest Provisions for the Kachemak Drive (Phase III) Water and Sewer Special Assessment Districts. Corrected Final Assessment Roll Re: condominium assessment. **Ordinance 17-41**, An Ordinance of the City Council of Homer, Alaska, Authorizing the City Manager to Purchase Kenai Peninsula Borough Parcel 18103418, 'Lot 42' from the Alaska Mental Health Trust Authority in the Amount of \$550,600, Acquire Quitclaim Deeds on Parcels on which both the City and the Trust Claim Ownership interests and Authorizing an Expenditure of \$250,600 from the Port and Harbor Enterprise Fund and a \$300,000 Loan from the General Fund for that Purpose. Memorandum from Port and Harbor Advisory Commission as backup. **ORDINANCES Ordinance 17-42**, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Calendar Year 2018 for the General Fund, The Water Fund, the Sewer Fund, the Port/Harbor Fund, Capital Projects, and Internal Service Funds. Budget amendments Re: Bridge Creek Watershed Protection – Erickson and SPARC Funding-Mayor **COMMITTEE REPORTS** Memorandum and Addendum from Employee Committee Re: Health Insurance Renewal and COLA, Memorandum from City Clerk Jacobsen Re: 2017 ADA Budget.

ADERHOLD/LORD MOVED TO APPROVE THE AGENDA AS AMENDED

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

MAYORAL PROCLAMATIONS AND RECOGNITIONS

A. Mayoral Proclamation – Small Business Saturday, November 25, 2017

Mayor Zak read and presented the proclamation to Debbie Speakman, Executive Director of the Homer Chamber of Commerce and Karin Marks, Economic Development Advisory Commission Chair.

Karin Marks commented the Economic Development Advisory Commission is looking forward to continuing to do the things that are needed to support and help small businesses thrive.

Debbie Speakman added this is timely as they will be on KBBT talking about Small Business Saturday and the importance of supporting our neighbors and friends who work hard in our community.

PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA

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.)

Councilmember Lord disclosed for the record that she is the Executive Secretary for the Alaska Association of Harbormasters and Port Administrators and drafted the resolutions on behalf of the association that are included as back up to City resolutions 17-090 and 17-091 on the consent agenda. These resolutions do not result in direct financial benefit to her, but wanted to disclose this in the event Mayor or Council feel she should be excused from participating.

Mayor and Council expressed no objection to Councilmember Lords participation.

- A. Homer City Council unapproved Regular Meeting Minutes of October 9, 2017 City Clerk. Recommend adoption.
- B. **Memorandum 17-131** from Mayor Re: Appointment of Donna Aderhold and Shelly Erickson to the Cannabis Advisory Commission, Clark Fair to the Library Advisory Board, Deborah Brown to the Economic Development Advisory Commission, and Re-Appointment of Deb Lowney to the Parks, Art, Recreation and Culture Advisory Commission. Recommend Approval.

Moved to New Business item A. Stroozas.

- C. **Memorandum 17-138** from City Clerk Re: Liquor License Premise Change for the Homer Spit Oyster Bar. Recommend Approval.
- D. **Ordinance 17-39**, An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating a Grant from the Alaska Highway Safety Office in the Amount of \$39,488 for the Homer Police Department Project Drive and Authorizing the City Manager to Execute the Appropriate Documents. City Manager/Police Chief. Recommended Dates: Introduction October 30, 2017, Public Hearing and Second Reading November 27, 2017.

Memorandum 17-132 from Police Chief as backup

- E. **Ordinance 17-40**, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Title 3 Chapter 3.01 Budget by Adding a New Section That Establishes a Minimum Annual Transfer in the Operating Budget of Homer Accelerated Road and Trails Funds for Road and Trail Capital Improvements. Smith/Aderhold. Recommended Dates: Introduction October 30, 2017, Public Hearing and Second Reading November 27, 2017.

Memorandum 17-133 from City Manager as backup

- F. **Ordinance 17-41**, An Ordinance of the City Council of Homer, Alaska, Authorizing the City Manager to Purchase Kenai Peninsula Borough Parcel 18103418, 'Lot 42' from the Alaska Mental Health Trust Authority in the Amount of \$550,600, Acquire Quitclaim Deeds on Parcels on which both the City and the Trust Claim Ownership interests and Authorizing an Expenditure of \$250,600 from the Port and Harbor Enterprise Fund and a \$300,000 Loan from the General Fund for that Purpose. City Manager. Recommended Dates: Introduction October 30, 2017, Public Hearing and Second Reading November 27, 2017.

Memorandum 17-134 from City Manager as backup

Moved to Ordinances item B. Smith.

G. **Resolution 17-086**, A Resolution of the City Council of Homer, Alaska, Amending the City of Homer Fee Schedule Under Camping Fees. City Clerk. (To follow Budget Ordinance 17-42; Public Hearings November 27 and December 11, 2017)

H. **Resolution 17-088**, A Resolution of the Homer City Council Confirming the Assessment Roll, Establishing Dates for Payment of Assessments and Establishing Delinquency, Penalty, and Interest Provisions for the Eric Lane Road Improvement and Eric Lane Sewer Improvement Special Assessment Districts. City Clerk/Public Works Director. Recommend Adoption.

Memorandum 17-135 from Public Works Director as backup

I. **Resolution 17-089**, A Resolution of the Homer City Council Confirming the Assessment Roll, Establishing Dates for Payment of Assessments and Establishing Delinquency, Penalty, and Interest Provisions for the Kachemak Drive (Phase III) Water and Sewer Special Assessment Districts. City Clerk. Recommend Adoption.

Memorandum 17-136 from Public Works Director as backup

J. **Resolution 17-090**, A Resolution of the City Council of Homer, Alaska, Supporting Full Funding (\$9,820,141) for the State of Alaska Municipal Harbor Facility Grant Program in the FY 2019 State Capital Budget. City Manager/Port Director. Recommend Adoption.

K. **Resolution 17-091**, A Resolution of the City Council of Homer, Alaska, Supporting Senate Bill 92: An Act Relating to Abandoned and Derelict Vessels. City Manager/Port Director. Recommend Adoption.

L. **Resolution 17-092**, A Resolution of the City Council of Homer, Alaska, Amending the Homer Accelerated Roads and Trails Program (HART) Policy Manual to the HART Capital Improvements Policy Manual and Establishing Minimum Set Asides for Capital Improvements. Smith/Aderhold (To follow Ordinance 17-40; Public Hearing November 27, 2017)

Memorandum 17-133 from City Manager as backup

Memorandum 17-131 moved to New Business item B. Stroozas.
Ordinance 17-41 moved to Ordinances item B. Smith.

ADERHOLD/ERICKSON MOVED TO APPROVE THE CONSENT AGENDA AS READ.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

VISITORS

A. BDO – 2016 Audit Report (10 minutes)

Lia Patton, Assurance Auditor with BDO, thanked Council for the opportunity to serve the City and also to Finance Director, Elizabeth Walton and the Finance Department for their hard work to ensure the audit is completed. Ms. Patton reviewed the draft audit information and said they would be releasing their final audit opinion very shortly.

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

A. Borough Report

Kelly Cooper, Kenai Peninsula Borough Assembly President, commented they will be certifying the results from the Mayoral Run-Off at their next meeting and they will begin implementing the transition plan that has been put in place. She reported on the recommendations from the State Assessing Department Audit on how the Borough can better roll out changes to assessing models as well as asking for residence assistance in gathering information. They are requesting both buyers and sellers provide purchase/sales price in real estate transactions, previously they only asked buyers, and the return of information is better. They also gather information through the appeal process. Highlights of their action plan include doing public outreach including advanced notice of planned canvass inspection areas, canvass areas in a four year rotation, improved communication regarding accurate sales information, and assign the highest priority to collection and quality control of land influence factors borough-wide. Land Appraisal staff and managers are reviewing the land valuation model specification and calibration in order to further improved model performance. Assembly President Cooper noted that there were a lot of conversations about increases, but there were values that decreased quite a bit. There were no findings that said the Borough made mistakes or violated code or statues, only ways they can do better and fine tune the process. She commented that Assembly member Bagley is introducing an ordinance to institute a 6% bed tax to be on the 2018 ballot with a public hearing December 5th. She will be asking for a postponement until after the first of the year to allow time to look at other alternatives. She shared preliminary

information about a 1% tourism tax which she will bring forward as an alternative as it get closer to budget discussions. She will keep Council updated on that. Another ordinance is being introduced to authorize certain volunteers to serve on their respective service areas boards. She explained issues in smaller areas like Anchor Point have a difficult time finding people to serve on their boards and how this change could benefit those areas.

There was brief discussion regarding the tourism tax and property tax model.

B. Commissions/Board Reports:

1. Library Advisory Board

Mark Massion, Library Advisory Boardmember, reported that the library received a \$20,000 technology grant and the library was included in a photo travel guide article titled *America's 19 Most Remarkable Libraries*. It puts us in the same company as the New York, Boston, Los Angeles and Seattle Public Libraries. He asked when considering the 2018 budget that Council give serious thought to the libraries addendum as the extra money would allow us to update the new novels and keep nonfiction and reference sections current.

2. Homer Advisory Planning Commission

Mandy Bernard, Planning Commissioner, reported in October the majority of their time was spent going through the City of Homer Comprehensive Plan revision process. They've been focusing on Chapter 6, Public Services and Facilities. The chapter includes fire and emergency, law enforcement, water and sewer service, port and harbor, parks and recreation, storm water control, library, administration, solid waste, arts and culture, visitor services, senior and youth services, and education. At their October 17th meeting they had a public hearing on a CUP for a communications tower on the spit, but no public testimony was given, and it was approved by the Commission.

3. Economic Development Advisory Commission

Karin Marks, Economic Development Advisory Commission Chair, commented the Commission has finished its survey and received 112 respondents. She looks forward to presenting their results after the first of the year.

4. Parks Art Recreation and Culture Advisory Commission

Jon Sharp, Parks Art Recreation and Culture Advisory Commissioner, commented regarding their fall walk through at Jack Gist Park. They talked about the state of the park and the piece that it is for sale. They heard from Kachemak Recycling who reviewed their literature and they discussed different recycling services available around the area. They continued discussion on

sidewalks and developing a rubric the City can use to plan a develop sidewalks. This will be an ongoing project throughout the winter. They discussed camping fees and information was provided. They also proofed a letter to the editor and adopted their 2018 meeting schedule. He expressed appreciation of City staff and their expertise that helps them get a good idea of long term, past, present and future.

5. Port and Harbor Advisory Commission

Bob Hartley, Port and Harbor Advisory Commissioner, commented that activity around the harbor has slowed down with winter approaching and noted there is ample parking available on the spit right now. He reported the Commission discussed and supported the Cannabis Advisory Commissions recommendation to allow commercial marijuana on privately owned land on the spit. They also discussed and supported the purchase of Lot 42 on the Homer Spit.

6. Cannabis Advisory Commission

PUBLIC HEARING(S)

- A. **Ordinance 17-38**, An Ordinance of the City Council of Homer, Alaska, Amending the Official Road Maintenance Map of the City of Homer by Adding Eric Lane as Urban Road. City Manager/Public Works Director. Introduction October 9, 2017, Public Hearing and Second Reading October 30, 2017.

Memorandum 17-129 from Public Works Superintendent as backup

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

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 17-38.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

ORDINANCE(S)

- A. **Ordinance 17-42**, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Calendar Year 2018 for the General Fund, The Water Fund, the Sewer Fund, the Port/Harbor Fund, Capital Projects, and Internal Service Funds. City Manager. Recommended Dates: Introduction October 30, 2017, Public Hearings November 27, 2017 and December 11, 2017, Second Reading December 11, 2017.

ADERHOLD/SMITH MOVED TO INTRODUCE ORDINANCE 17-42.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- B. **Ordinance 17-41**, An Ordinance of the City Council of Homer, Alaska, Authorizing the City Manager to Purchase Kenai Peninsula Borough Parcel 18103418, 'Lot 42' from the Alaska Mental Health Trust Authority in the Amount of \$550,600, Acquire Quitclaim Deeds on Parcels on which both the City and the Trust Claim Ownership interests and Authorizing an Expenditure of \$250,600 from the Port and Harbor Enterprise Fund and a \$300,000 Loan from the General Fund for that Purpose. City Manager. Introduction October 30, 2017, Public Hearing and Second Reading November 27, 2017.

Memorandum 17-134 from City Manager as backup

ADERHOLD/LORD MOVED TO INTRODUCE ORDINANCE 17-41.

In response to a request for information on how the the purchase price was determined, City Manager Koester reviewed the information included in her backup memorandum. She explained three years ago the Alaska Mental Health Trust Authority Land Office (TLO) claimed owning the properties and the City didn't have the authority to use lot 42. The City agreed to an appraisal to establish the value of the properties outlined in the ArcMap overlay included in the packet for the baseball bat, trapezoid, and triangle shaped parcels which came in at \$550,000. She reviewed the negotiations that took place over the three years for the City to get to the point to purchase lot 42 in its entirety and clear up any cloud on the title for the baseball bat. City Manager Koester recognizes the City is paying a little more, but it's a good compromise to avoid a costly legal battle.

Question was raised regarding the Kenai Peninsula Borough assessment, which is much lower. City Manager Koester commented it often is the case when an appraisal is done for fair market value, that you get a different number than what the Borough provides. We have the property on the spit appraised by Derry and Associates every five years, and they provide us with a per square foot charge for our lease, which is \$34,577 annually. When you take that number and apply a formula for the net present value of the actual property, is about \$447,000 value for lot 42. She will provide a memo explaining this at the next meeting.

Discussion ensued regarding funding for the purchase and the concern of taking the amount directly from port and harbor reserves and the impact to funding other harbor projects. City Manager Koester noted there have been loans from the general fund in the past, so there's

precedent there. She explained there is adequate funding for the general fund to support this loan and also how the interested rate for repayment was established.

Mayor Zak passed the gavel to Councilmember Aderhold and suggested an amendment to add language to the ordinance outlining the mission of the Alaska Mental Health Trust Authority, the purpose of the Alaska Department of Natural Resources, that it's the best interest to purchase lot 42 at the mouth of our harbor, and recommend the funds from the sale of this parcel go to establish a reserve fund to provide mental health services to the citizens of Homer through mental health agencies within the city limits of Homer. Mayor Zak resumed the gavel.

When asked for her thoughts on this, City Manager Koester suspects the Mental Health Trust would respond to that query with information of how much the spend and services they provide for residents of our community. She doesn't know that they have the mechanism to create a reserve account.

VOTE (introduction): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

CITY MANAGER'S REPORT

A. City Manager's Report

City Manager Koester commented regarding the City Attorney's attendance at the Council meetings. In the past the City Attorney would attend one meeting a month. She and Attorney Wells have been working on having her attend when there may be a lot of questions. While attendance a meeting is built into the contract, the City is still charged the hourly costs, and we are trying to control those costs. She encouraged Councilmembers to let her know if they feel the need the Attorney to be here or be available and she will make arrangements.

City Manager Koester also commented regarding problems with giving away sand that are addressed in her report. She asked Councilmembers for feedback or recommendations on how to proceed with this so they can address it at an upcoming meeting. Comments included:

- Using the tailings on the spit for public sand
- Recycling sand that is used from sweeping the roads
- Set up a fee for service in a separate area
- Consider and establish a policy for public sand

Councilmember Lord noted the Alaska Port and Harbor Association recognition of Deputy Harbor Master Matt Clarke as Employee of the Year and City Attorney Holly Wells as an Honorary Member of the Association.

- B. Memorandum from City Clerk Re: Confirmation of Attendees for the Alaska Municipal League 67th Annual Local Government Conference in Anchorage, Alaska, November 13-17, 2017

CITY ATTORNEY REPORT

COMMITTEE REPORT

- A. Employee Committee Report

Employee Committee Chair Matt Clarke, Deputy Harbormaster, and Vice Chair Julie Engebretsen, Deputy City Planner, addressed council. Mrs. Engebretsen read the memorandum and addendum that were included in the supplemental packet that addressed the Employee Committee recommendations for the 2018 health insurance plan and 2018 budget, the savings to the City those changes bring, and a request for consideration of a cost of living allowance. The recommendations are as follows:

1. Prescription drug coverage: Premera Option 1. This features the lowest cost total annual premium to the City and also minimizes impacts to employees.
2. No change to vision, dental and accidental death and dismemberment policies.
3. Elimination of the Buy Up plan health insurance option.
4. 1% COLA.

- B. Americans with Disabilities Act Compliance Committee

Councilmember Aderhold noted the ADA budget report included in the supplemental packet. She explained the money that was allocated in the 2017 budget was a capital project allocation so the balance of the \$25,000 will be available in 2018 for work on the Transition Plan. She reported at their last meeting they discussed completing the last of the surveys and HR 620 that would create significant obstacles for people with disabilities to enforce their rights under Title III of the ADA to access public accommodations and would impede their ability to engage in daily activities and participate in mainstream society. She noted people can contact the City Clerk or Independent Living Center for more information.

PENDING BUSINESS

NEW BUSINESS

- A. **Memorandum 17-137** from City Clerk Re: Selection/Appointment of Mayor Pro Tempore for 2017/2018.

Mayor Zak opened the floor for nominations for Mayor Pro-Tempore.

Councilmember Stroozas nominated Councilmember Smith.

Councilmember Venuti nominated Councilmember Aderhold.

Council voted by secret ballot. Councilmember Smith received three votes and Councilmember Aderhold received four votes.

Mayor Zak asked for a motion to amend Memorandum 17-137 to include Councilmember Aderhold as Mayor Pro Tempore.

STROOZAS/VENUTI SO MOVED

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Councilmembers Aderhold and Lord changed seats.

Mayor Zak called for a recess at 7:25 p.m. and called the meeting back to order at 7:30 p.m.

- B. **Memorandum 17-131** from Mayor Re: Appointment of Donna Aderhold and Shelly Erickson to the Cannabis Advisory Commission, Clark Fair to the Library Advisory Board, Deborah Brown to the Economic Development Advisory Commission, and Re-Appointment of Deb Lowney to the Parks, Art, Recreation and Culture Advisory Commission.

Councilmember Stroozas questioned whether or not there should be councilmembers who legislate things for this community on the commission. He suggested we would be better served having more people at large from the community sit on the commission. Anything the commission brings forth comes to the Council for consideration.

Council conferred. They asked for the history of the commission make up and if other commissions have councilmembers sit as a voting member. City Manager Koester said she will review the minutes and report back with that information.

VENUTI/ADERHOLD MOVED TO APPOINT DONNA ADERHOLD AND SHELLY ERICKSON TO THE CANNABIS ADVISORY COMMISSION, CLARK FAIR TO THE LIBRARY ADVISORY BOARD, DEBORAH BROWN TO THE ECONOMIC DEVELOPMENT ADVISORY COMMISSION AND RE-APPOINT DEB LOWNEY TO THE PARKS ART RECREATION AND CULTURE ADVISORY COMMISSION.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

RESOLUTIONS

- A. **Resolution 17-087**, A Resolution of the City Council of Homer, Alaska, Designating Signatories of City Accounts and Superseding Any Previous Resolution So Designating City Manager. Recommend Adoption.

Mayor Zak asked for a motion for the adoption of Resolution 17-085 by reading of title only.

ERICKSON/LORD SO MOVED

Mayor Zak asked for a motion to amend to include Councilmember Aderhold as Mayor Pro Tem.

ERICKSON/LORD SO MOVED.

There was no discussion on the motion to amend.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

There was no discussion on the main motion as amended.

VOTE (main motion): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

COMMENTS OF THE AUDIENCE

Debbie Speakman, Executive Director of Homer Chamber of Commerce, welcomed Caroline and Rachel. She commented about Small Business Saturday, November 25th. She noted a

statistic that over 70% of our population is employed by small businesses, they keep our town alive. She encouraged supporting our businesses and shopping locally. Regarding the sanding, the Chamber has at least ten local businesses who provide sand and supplies to make resident's driveways safe.

COMMENTS OF THE CITY ATTORNEY

City Attorney Wells was not present.

COMMENTS OF THE CITY CLERK

City Clerk Jacobsen had no comment.

COMMENTS OF THE CITY MANAGER

City Manager Koester had no comment.

COMMENTS OF THE MAYOR

Mayor Zak thanked everyone who participated at the Rotary Health Fair, the Rotary Club, South Peninsula Hospital, and all the small businesses who were there. Over 1000 people attended Saturday and it really makes a difference for people in our community. Regarding small businesses, we learned tonight they collect \$7.7 million in sales tax. He thanked the small businesses for their work.

COMMENTS OF THE CITY COUNCIL

Councilmember Stroozas welcomed the new Councilmembers. He looks forward to working with them.

Councilmember Lord thanked everyone who was at the meeting. She commented that the library recognition as one of the 19 remarkable libraries in the nation is pretty remarkable. Lastly she reminded everyone to slow down and be safe on Halloween and thanked the people who work to coordinate and make the area up around Bayview and Mountain View Drive safer for trick-or-treaters.

Councilmember Smith welcomed Caroline and Rachel and noted the Council has turned over in the last three years, so they are all fairly new. He looks forward to working with everyone and getting things done. He also encouraged support for the Dodgers.

Councilmember Aderhold noted comments from the last meeting regarding the opioid issue in Homer and said MAPP has a task force set up. She attended a meeting and it was interesting

and engaging, and they talked about ways they can keep the Council involved. She congratulated the library and also recognized Deputy Harbormaster Clarke's recognition as APHA Employee of the year.

Councilmember Venuti thanked everyone, it was a great learning experience for her tonight and she appreciated getting better familiarized with process. She noted she has also attended the opioid task force meetings and commented about the KBC Semester by the Bay program.

Councilmember Erickson welcomed Rachel and Caroline and reminded everyone to be safe on Halloween.

ADJOURN

There being no further business to come before the Council Mayor Zak adjourned the meeting at 7:50 p.m. The next Regular Meeting is Monday, November 27, 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.

MELISSA JACOBSEN, MMC, CITY CLERK

Date: _____



City of Homer

www.cityofhomer-ak.gov

Office of the Mayor

491 East Pioneer Avenue
Homer, Alaska 99603

mayor@ci.homer.ak.us

(p) 907-235-3130

(f) 907-235-3143

Memorandum 17-139

TO: HOMER CITY COUNCIL
FROM: BRYAN ZAK, MAYOR
DATE: NOVEMBER 21, 2017
SUBJECT: APPOINTMENT OF SARA WOLTJEN TO THE CANNABIS ADVISORY COMMISSION

Sara Woltjen is appointed to the Cannabis Advisory Commission to fill the seat vacated by Tim Clark. Her term will expire in 2019.

RECOMMENDATION:

Confirm the appointment of Sara Woltjen to the Cannabis Advisory Commission.

Fiscal Note: N/A

Melissa Jacobsen

From: Application for Appointment to an Advisory Body <clerk@cityofhomer-ak.gov>
Sent: Tuesday, November 14, 2017 8:12 PM
To: Department Clerk
Subject: ** Application for Appointment **

Submitted on Tuesday, November 14, 2017 - 8:11pm Submitted by anonymous user: 146.71.66.177 Submitted values are:

==Applicant Information==

Name: Sara Woltjen
Physical Address: 54695 east end road
Mailing Address: Same
Email: Sarawoltjen@gmail.com
Phone: 9073998750

==Advisory Bodies==

Advisory Bodies: Cannabis Advisory Commission 4th Thursday of the month at 5:30 p.m.

==Residency & Experience==

I have been a resident of the city for: Not currently
I have been a resident of the area for : 25 years

Special Training & Education: Manage the SPH Specialty Clinic.

Prior Service : Board member of Kachemak Conservation Society for one year.

Why are you interested? I have excellent organizational and critical thinking skills and I think I would be fair-minded in trying to do what's best for the community Other memberships: No.

Additional related information:

Finish: When you have completed this application please review all the information and hit the submit button. Thank you for applying!

The results of this submission may be viewed at:

<https://linkprotect.cudasvc.com/url?a=https://www.cityofhomer-ak.gov/node/9051/submission/12507&c=E,1,TRCx87gcZGkELOYraxmSDXDIG3Fx5MhIZyEApKSxkxAO9n7NJMlaIAlgkS9qvfMuUusRicpi0DB7fOYjbSe0ziKCG4fUaTjMdE2af0cUHLuloRQpkkw,,&typo=1>



City of Homer

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Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

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(p) 907-235-3130

(f) 907-235-3143

Memorandum 17-140

TO: MAYOR ZAK AND HOMER CITY COUNCIL

FROM: MELISSA JACOBSEN, MMC, CITY CLERK

DATE: NOVEMBER 21, 2017

SUBJECT: NEW LIQUOR LICENSE FOR WILD HONEY BISTRO AND LIQUOR LICENSE TRANSFER FOR OAKEN KEG

We have been notified by the Alcohol Marijuana Control Office of applications for a new liquor license and liquor license transfer in the City of Homer for the following:

| Lic. # | Doing Business As | License Type | Licensee | Premises Address |
|--------|-------------------|--|------------------|-------------------------|
| 5607 | Wild Honey Bistro | Restaurant/Eating Place/Public Convenience | Broad Point, LLC | 106 Bunnell Ave, Unit 2 |
| 4162 | Oaken Keg #1832 | Package Store | Safeway, Inc. | 90 Sterling Highway |

RECOMMENDATION: Voice non objection and approval for the the new liquor license and liquor license transfer.

Fiscal Note: Revenues.



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: MARK ROBL, POLICE CHIEF
FROM: MELISSA JACOBSEN, CITY CLERK
DATE: NOVEMBER 17, 2017
SUBJECT: NEW LIQUOR LICENSE FOR WILD HONEY BISTRO AND LIQUOR LICENSE TRANSFER FOR OAKEN KEG

We have been notified by the Alcohol Marijuana Control Office of applications for a new liquor license and liquor license transfer in the City of Homer for the following:

| Lic. # | Doing Business As | License Type | Licensee | Premises Address |
|--------|-------------------|--|------------------|-------------------------|
| 5607 | Wild Honey Bistro | Restaurant/Eating Place/Public Convenience | Broad Point, LLC | 106 Bunnell Ave, Unit 2 |
| 4162 | Oaken Keg #1832 | Package Store | Safeway, Inc. | 90 Sterling Highway |

This matter is scheduled for the November 27, 2017 City Council meeting. Please respond with objections/non-objections to these liquor license renewals by **Wednesday, November 22, 2017**.

Thank you for your assistance.



City of Homer

www.cityofhomer-ak.gov

Police Department

4060 Heath Street
Homer, Alaska 99603

police@cityofhomer-ak.gov

(p) 907-235-3150

(f) 907-235-3151/ 907-226-3009

Memorandum

TO: MELISSA JACOBSEN, DEPUTY CITY CLERK

FROM: MARK ROBL, CHIEF OF POLICE

DATE: 11/20/2017

SUBJECT: LIQUOR LICENSE

We do not object to the following liquor license:

| Lic. # | Doing Business As | License Type | Licensee | Premises Address |
|--------|-------------------|--|------------------|--------------------------|
| 5607 | Wild Honey Bistro | Restaurant/Eating Place/Public Convenience | Broad Point, LLC | 106 Bunnell Ave., Unit 2 |
| | | | | |

Per Chief Mark Robl



City of Homer

www.cityofhomer-ak.gov

Police Department

4060 Heath Street

Homer, Alaska 99603

police@cityofhomer-ak.gov

(p) 907-235-3150

(f) 907-235-3151/ 907-226-3009

Memorandum

TO: MELISSA JACOBSEN, DEPUTY CITY CLERK
FROM: *MR* MARK ROBL, CHIEF OF POLICE
DATE:
SUBJECT: LIQUOR LICENSE TRANSFER FOR

We do not object to the following liquor license transfer:

| Lic. # | Doing Business As | License Type | Licensee | Premises Address |
|--------|-------------------|---------------|--------------|------------------|
| 4162 | Oaken Keg #1832 | Package Store | Safeway, Inc | 90 Sterling Hwy |
| | | | | |



October 30, 2017

City of Homer

Attn: City Clerk

Via Email: clerk@cityofhomer-ak.gov

Cc: joanne@borough.kenai.ak.us

jblankenship@borough.kenai.ak.us

kring@borough.kenai.ak.us

| | | | |
|---------------------------|--|------------------------|------|
| License Type: | Restaurant/Eating Place – Public Convenience | License Number: | 5607 |
| Licensee: | Broad Point LLC | | |
| Doing Business As: | Wild Honey Bistro | | |

New Application

Transfer of Ownership Application

Transfer of Location Application

Transfer of Controlling Interest Application

We have received a completed application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable. To protest the application referenced above, please submit your protest within 60 days and show proof of service upon the applicant.

AS 04.11.491 – AS 04.11.509 provide that the board will deny a license application if the board finds that the license is prohibited under as a result of an election conducted under AS 04.11.507.

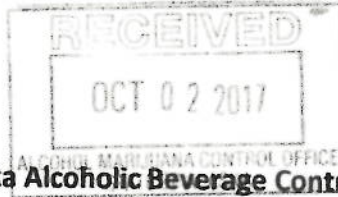
AS 04.11.420 provides that the board will not issue a license when a local governing body protests an application on the grounds that the applicant's proposed licensed premises are located in a place within the local government where a local zoning ordinance prohibits the alcohol establishment, unless the local government has approved a variance from the local ordinance.

Sincerely,

Erika McConnell

Director, ABC Board

amco.localgovernmentonly@alaska.gov



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcohol Beverage Control Board

Form AB-00: New License Application



What is this form?

This new license application form is required for all individuals or entities seeking to apply for a new liquor license. Applicants should review Title 04 of Alaska Statutes and Chapter 304 of the Alaska Administrative Code. All fields of this form must be completed, per AS 04.11.260 and 3 AAC 304.105.

This form must be completed and submitted to AMCO's main office, along with all other required forms and documents, before any license application will be considered complete.

Section 1 - Establishment and Contact Information

Enter information for the business seeking to be licensed.

| | | | |
|-----------------------|---------------------------------|----------------------|---------------|
| Licensee: | Broad Point LLC | | |
| License Type: | restaurant/ eating place | Statutory Reference: | AS 04.11.400g |
| Doing Business As: | Wild Honey Bistro | | |
| Premises Address: | 106 West Bunnell Avenue, Unit 2 | | |
| City: | Homer | State: | AK ZIP: 99603 |
| Local Governing Body: | The City of Homer | | |
| Community Council: | Homer City Council | | |

| | | | |
|------------------|--------------------------------|--------|---------------|
| Mailing Address: | 106 West Bunnell Avenue Unit 2 | | |
| City: | Homer | State: | AK ZIP: 99603 |

| | | | |
|----------------------|------------------------|-----------------|--------------|
| Designated Licensee: | Melody Livingston | | |
| Contact Phone: | 907 942 5205 | Business Phone: | 907 435 7635 |
| Contact Email: | melodyliving@yahoo.com | | |

Seasonal License? Yes No
 If "Yes", write your six-month operating period: _____

| OFFICE USE ONLY | | | |
|---------------------|----------------|------------|----------|
| Complete Date: | License Years: | License #: | 55995607 |
| Board Meeting Date: | Transaction #: | | |
| Issue Date: | BRE: | | |



Alaska Alcoholic Beverage Control Board

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

Form AB-00: New License Application

Section 2 - Premises Information

Premises to be licensed is:

- an existing facility (checked)
a new building
a proposed building

The next two questions must be completed by beverage dispensary (including tourism) and package store applicants only:

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the outer boundaries of the nearest school grounds? Include the unit of measurement in your answer.

[Empty text box for school distance]

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the public entrance of the nearest church building? Include the unit of measurement in your answer.

[Empty text box for church distance]

Section 3 - Sole Proprietor Ownership Information

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 4. If more space is needed, please attach a separate sheet with the required information. The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: [] applicant [] affiliate

Form with fields: Name, Address, City, State, ZIP

This individual is an: [] applicant [] affiliate

Form with fields: Name, Address, City, State, ZIP



Alaska Alcoholic Beverage Control Board

Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Form AB-00: New License Application

Section 4 – Entity Ownership Information

This section must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for a license. Sole proprietors should skip to Section 5.

If more space is needed, please attach a separate sheet with the required information.

- If the applicant is a corporation, the following information must be completed for each *stockholder who owns 10% or more* of the stock in the corporation, and for each *president, vice-president, secretary, and managing officer*.
- If the applicant is a limited liability organization, the following information must be completed for each *member with an ownership interest of 10% or more*, and for each *manager*.
- If the applicant is a partnership, including a limited partnership, the following information must be completed for each *partner with an interest of 10% or more*, and for each *general partner*.

| | | | | |
|------------------|------------------------|--------|--------------|-------------|
| Entity Official: | Melody Livingston | | | |
| Title(s): | member | Phone: | 907 942 5205 | % Owned: 50 |
| Address: | 106 W. Bunnell, Unit 2 | | | |
| City: | Homer | State: | AK | ZIP: 99603 |

| | | | | |
|------------------|---------------------------|--------|----|-------------|
| Entity Official: | Reynold Lewis Morris, Jr | | | |
| Title(s): | member | Phone: | | % Owned: 50 |
| Address: | 106 W Bunnell Ave, Unit 2 | | | |
| City: | Homer | State: | AK | ZIP: 99603 |

| | | | | |
|------------------|--|--------|--|----------|
| Entity Official: | | | | |
| Title(s): | | Phone: | | % Owned: |
| Address: | | | | |
| City: | | State: | | ZIP: |

| | | | | |
|------------------|--|--------|--|----------|
| Entity Official: | | | | |
| Title(s): | | Phone: | | % Owned: |
| Address: | | | | |
| City: | | State: | | ZIP: |



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-00: New License Application

This subsection must be completed by any applicant that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations (DOC) and have a registered agent who is an individual resident of the state of Alaska.

| | | | | | |
|--------------------------|--------------------------|-----------------|--------------|-------------|------------|
| DOC Entity #: | 10049402 | AK Formed Date: | 01/18/2017 | Home State: | AK |
| Registered Agent: | Melody Livingston | Agent's Phone: | 907 942 5205 | | |
| Agent's Mailing Address: | 106 W Bunnell Ave Unit 2 | | | | |
| City: | Homer | State: | AK | AK | ZIP: 99603 |

Residency of Agent: Yes No

Is your corporation or LLC's registered agent an individual resident of the state of Alaska?

Section 5 - Other Licenses

Ownership and financial interest in other alcoholic beverage businesses:

Yes No

Does any representative or owner named in this application have any direct or indirect financial interest in any other alcoholic beverage business that does business in or is licensed in Alaska?

If "Yes", disclose which individual(s) has the financial interest, what the type of business is, and if licensed in Alaska, which license number(s) and license type(s):

Section 6 - Authorization

Communication with AMCO staff:

Yes No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?

If "Yes", disclose the name of the individual and the reason for this authorization:



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-00: New License Application

Section 7 – Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that all proposed licensees (as defined in AS 04.11.260) and affiliates have been listed on this application.

I certify that all proposed licensees have been listed with the Division of Corporations.

I certify that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check the identification of a patron will complete an approved alcohol server education course, if required by AS 04.21.025, and, while selling or serving alcoholic beverages, will carry or have available to show a current course card or a photocopy of the card certifying completion of approved alcohol server education course, if required by 3 AAC 304.465.

I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.

As an applicant for a liquor license, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete.

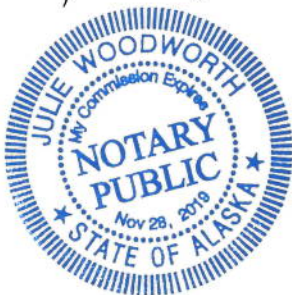
Signature of licensee

Signature of Notary Public

Mabely Livingston
 Printed name of licensee

Notary Public in and for the State of ALASKA

My commission expires: 11-28-19



Subscribed and sworn to before me this 18th day of SEPTEMBER, 2017.



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
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Alaska Alcoholic Beverage Control Board
Form AB-00: New License Application

Section 7 – Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that all proposed licensees (as defined in AS 04.11.260) and affiliates have been listed on this application.



I certify that all proposed licensees have been listed with the Division of Corporations.



I certify that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.



I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check the identification of a patron will complete an approved alcohol server education course, if required by AS 04.21.025, and, while selling or serving alcoholic beverages, will carry or have available to show a current course card or a photocopy of the card certifying completion of approved alcohol server education course, if required by 3 AAC 304.465.



I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.



As an applicant for a liquor license, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete.

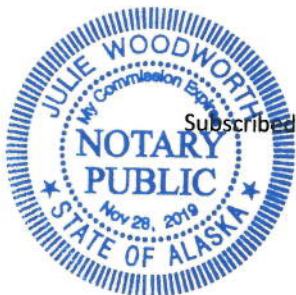
[Signature]
 Signature of licensee

[Signature]
 Signature of Notary Public

Reynold Lewis Morris Jr
 Printed name of licensee

Notary Public in and for the State of ALASKA

My commission expires: 11-28-19



Subscribed and sworn to before me this 18th day of SEPTEMBER, 2017.



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
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 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-02: Premises Diagram

What is this form?

A detailed diagram of the proposed licensed premises is required for all liquor license applications, per AS 04.11.260 and 3 AAC 304.185. Your diagram must include dimensions and must show all entrances and boundaries of the premises, walls, bars, fixtures, and areas of storage, service, consumption, and manufacturing. If your proposed premises is located within a building or building complex that contains multiple businesses and/or tenants, please provide an additional page that clearly shows the location of your proposed premises within the building or building complex, along with the addresses and/or suite numbers of the other businesses and/or tenants within the building or building complex.

The second page of this form is not required. Blueprints, CAD drawings, or other clearly drawn and marked diagrams may be submitted in lieu of the second page of this form. The first page must still be completed, attached to, and submitted with any supplemental diagrams. An AMCO employee may require you to complete the second page of this form if additional documentation for your premises diagram is needed.

This form must be completed and submitted to AMCO's main office before any license application will be considered complete.

Yes No

I have attached blueprints, CAD drawings, or other supporting documents in addition to, or in lieu of, the second page of this form.

Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

| | | | |
|--------------------|--|-----------------|---------------|
| Licensee: | BroadPoint, LLC | License Number: | |
| License Type: | restaurant / eating place public convenience | | |
| Doing Business As: | Wild Honey Bistro | | |
| Premises Address: | 106 W Bunnell Ave Unit 2 | | |
| City: | Homer | State: | AK ZIP: 99603 |

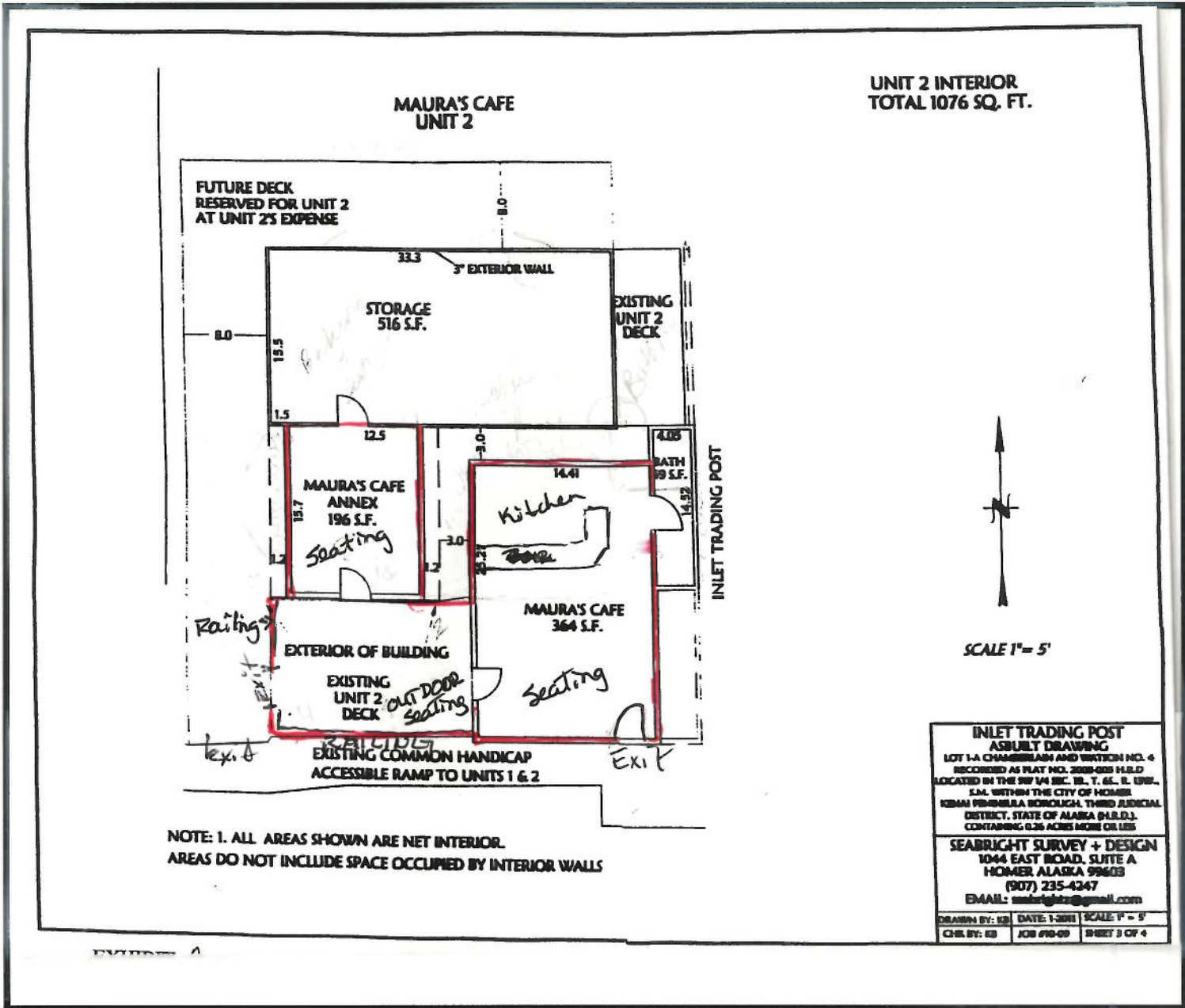


Alaska Alcoholic Beverage Control Board Form AB-02: Premises Diagram

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Section 2 - Detailed Premises Diagram

Clearly indicate the boundaries of the premises and the proposed licensed area within that property. Clearly indicate the interior layout of any enclosed areas on the proposed premises. Clearly identify all entrances and exits, walls, bars, and fixtures, and outline in red the perimeter of the areas designated for alcohol storage, service, consumption, and manufacturing. Include dimensions, cross-streets, and points of reference in your drawing. You may attach blueprints or other detailed drawings that meet the requirements of this form.





Alaska Alcohol Beverage Control Board

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amcc
Phone: 907.269.0350

Form AB-03: Restaurant Designation Permit Application

What is this form?

A restaurant designation permit application is required for a licensee desiring designation under 3 AAC 304.715 – 3 AAC 304.795 as a bona fide restaurant, hotel, or eating place for purposes of AS 04.16.010(c) or AS 04.16.049. Designation will be granted only to a holder of a beverage dispensary, club, recreational site, golf course, or restaurant or eating place license, and only if the requirements of 3 AAC 304.305, 3 AAC 304.725, and 3 AAC 304.745, as applicable, are met. A detailed floor plan of the proposed designated and undesignated areas of the licensed business and a menu or expected menu listing the meals to be offered to patrons must accompany this form. Applicants should review AS 04.16.049 – AS 04.16.052 and 3 AAC 304.715 – 3 AAC 304.795. All fields of this form must be completed. The required \$50 permit fee may be made by credit card, check, or money order.

Section 1 – Establishment Information

Enter information for licensed establishment.

| | | | | |
|--------------------|--------------------------|-----------------|--------------|------------|
| Licensee: | Broad Point LLC | | | 5607 |
| License Type: | restaurant/eating place | License Number: | AS 04.111009 | |
| Doing Business As: | Wild Honey Bistrot | | | |
| Premises Address: | 106 W Bunnell Ave Unit 7 | | | |
| City: | Homer | State: | AK | ZIP: 99603 |
| Contact Name: | Melody Livingston | Contact Phone: | 907 942 5205 | |

Section 2 – Type of Designation Requested

This application is for the request of designation as a bona fide restaurant, hotel, or eating place for purposes of AS 04.16.010(c) or AS 04.16.049, and for the request of the following designation(s) (check all that apply):

- Dining after standard closing hours: AS 04.16.010(c)
 - Dining by persons 16 – 20 years of age: AS 04.16.049(a)(2)
 - Dining by persons under the age of 16 years, accompanied by a person over the age of 21: AS 04.16.049(a)(3)
 - Employment for persons 16 or 17 years of age: AS 04.16.049(c)
- NOTE: Under AS 04.16.049(d), this permit is not required to employ a person 18 - 20 years of age.

OFFICE USE ONLY

| | | |
|-------------|----------------|------|
| Issue Date: | Transaction #: | BRE: |
|-------------|----------------|------|



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-03: Restaurant Designation Permit Application

Section 3 – Additional Information

Enter all hours that your establishment intends to be open. Include variances in weekend/weekday hours, and indicate am/pm:

8:00am to 3:00pm everyday Sunday through Saturday
 5:00pm to 10:00pm for dinners Thursday through Saturday

Are any forms of entertainment offered or available within the licensed business or on the proposed designated portions of the premises?

Yes No

If "Yes", describe the entertainment offered or available:

live music

Food and beverage service offered or anticipated is:

table service buffet service counter service other

If "other", describe the manner of food and beverage service offered or anticipated:

Is an owner, manager, or assistant manager 21 years of age or older always present on the premises during business hours?

Yes No

Blueprints, CAD drawings, or other clearly drawn and marked diagrams may be submitted in lieu of the third page of this form.

I have attached blueprints, CAD drawings, or other supporting documents in addition to, or in lieu of, the third page of this form that meet the requirements of this form.

Yes No



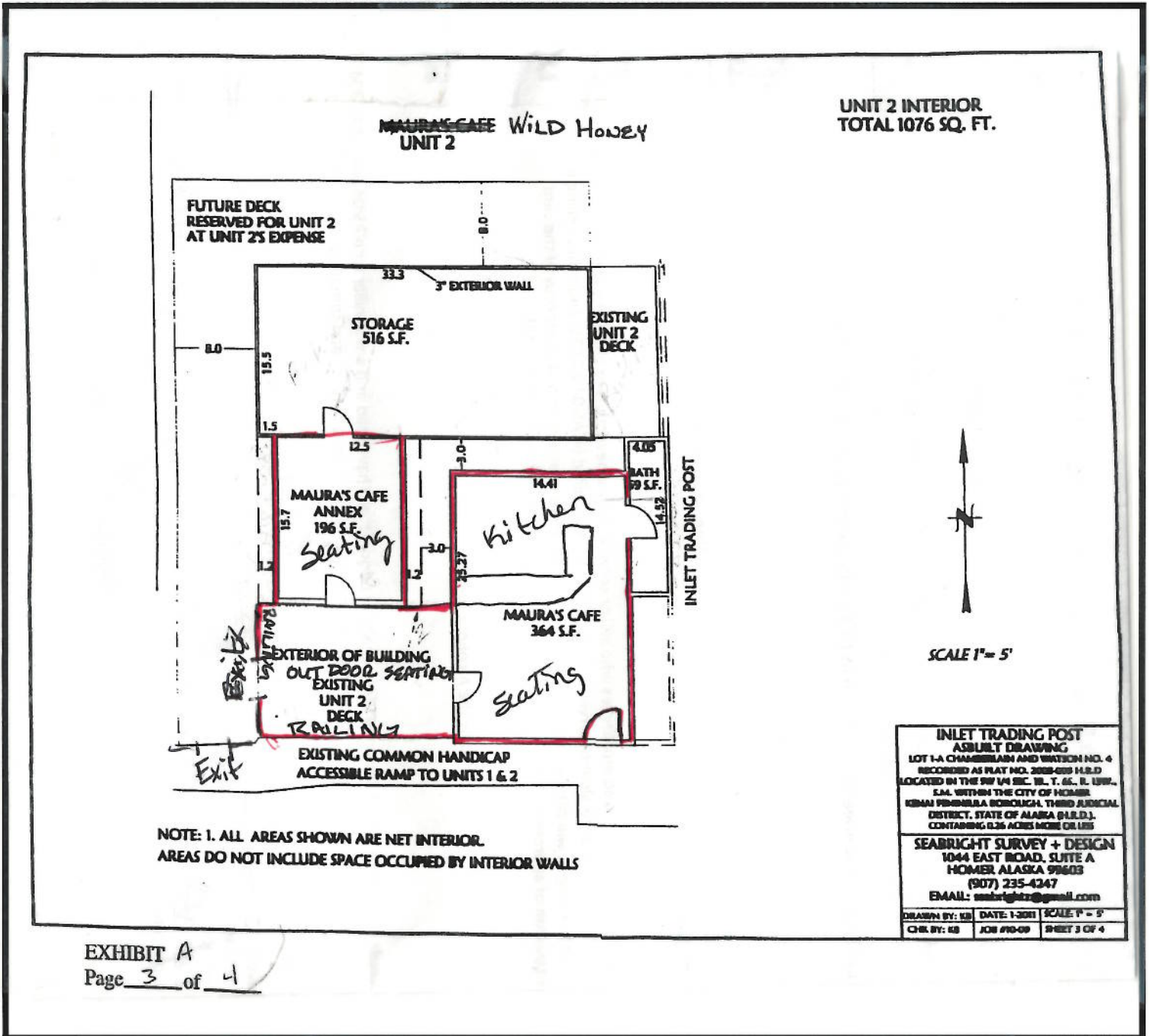
Alcohol and Marijuana Control Office
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Alaska Alcohol Beverage Control Board

Form AB-03: Restaurant Designation Permit Application

Section 4 – Detailed Floor Plan

Provide a detailed floor plan that meets the requirements listed in Form AB-02 and clearly indicates the proposed designated and undesignated areas of the licensed business for purposes of this permit application.





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Alaska Alcoholic Beverage Control Board

Form AB-03: Restaurant Designation Permit Application

Section 5 – Certifications and Approvals

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I have included with this form a detailed floor plan of the proposed designated and undesignated areas of the licensed business for purposes of this application. I understand that this diagram is different than my licensed premises diagram.

[Handwritten initials]

I have included with this form a menu, or an expected menu, listing the meals to be offered to patrons.

[Handwritten initials]

I certify that the license for which I am requesting designation is either a beverage dispensary, club, recreational site, golf course, or restaurant or eating place license.

[Handwritten initials]

I declare under penalty of perjury that this form, including all attachments and accompanying schedules and statements, is true, correct, and complete.

[Handwritten signature]

 Signature of licensee

[Handwritten signature]

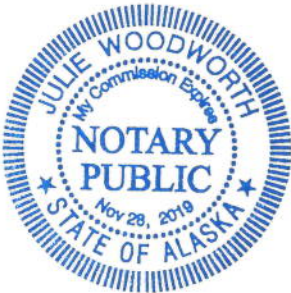
 Signature of Notary Public

Melody Livingston

 Printed name of licensee

Notary Public in and for the State of ALASKA

My commission expires: 11-28-19



Subscribed and sworn to before me this 18th day of SEPTEMBER, 2017.

Local Government Review (to be completed by an appropriate local government official):

Approved Disapproved

 Signature of local government official

 Date

 Printed name of local government official

 Title



Alaska Alcoholic Beverage Control Board

Form AB-03: Restaurant Designation Permit Application

AMCO Enforcement Review:

Signature of AMCO Enforcement Supervisor

Printed name of AMCO Enforcement Supervisor

Enforcement Recommendations:

AMCO Director Review:

Approved Disapproved

Signature of AMCO Director

Printed name of AMCO Director

Date

Limitations:



Crêpes

PURE & SIMPLE

butter • organic sugar • \$5

CITRON

lemon • organic sugar • \$6

CINNAMON & SUGAR

organic sugar • cinnamon powder • \$6

WILD HONEY

house-made caramelized wild honey • \$8

BERRIES & CREAM

whipped pastry cream • fresh seasonal berries • \$12

GONE BANANAS

house-made Gianduja (chocolate hazelnut spread) • banana •
whipped cream • toasted hazelnuts • \$12

FRENCH BLUES

whipped ricotta • blueberries • house-made lemon curd • \$14

FIG & BRIE

topped with wine-poached fig • \$11

CLASSIC CHEESE

white cheddar • \$8

+ egg, \$2 • + bacon, \$2 • + reindeer sausage, \$3

CRÊPE MADAME

ham • gruyere • caramelized onions • topped with a sunny-side egg • avocado • \$13

DÉJÀ VU

house-made fennel sausage • white cheddar • sautéed green apples • maple syrup • \$13

SMOKEY APPLE

smoked cheddar • reindeer sausage • spinach • caramelized onion • green apple • \$13

MIDNIGHT SUN

house-made sun-dried tomato pesto • chevre • artichoke hearts •
arugula • avocado • goddess dressing • \$13

FORAGER

sautéed mushroom & onion • herbed chevre • spinach • goddess dressing • \$13

SMOKED SALMON

house-smoked salmon • dill cream cheese • arugula • red onion •
tomato • capers • crème fraîche • \$14

Gluten-Free, +\$2

Grain-Free, +\$4

CHIA PUDDING

coconut cream • chia seeds • topped with fresh fruit • \$10

SPECIALS

ask about our daily soup, salad & crepe specials



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

What is this form?

This transfer license application form is required for all individuals or entities seeking to apply for the transfer of ownership and/or location of an existing liquor license. Applicants should review Title 04 of Alaska Statutes and Chapter 304 of the Alaska Administrative Code. All fields of this form must be completed, per AS 04.11.260, AS 04.11.280, AS 04.11.290, and 3 AAC 304.105.

This form must be completed and submitted to AMCO's main office, along with all other required forms and documents, before any license application will be considered complete.

Section 1 – Transferor Information

Enter information for the *current* licensee and licensed establishment.

| | | | |
|-----------------------|---------------------|----------------------|----------------|
| Licensee: | Safeway Inc. | License #: | 4162 |
| License Type: | Package Store | Statutory Reference: | Sec. 04.11.150 |
| Doing Business As: | Oaken Keg #1832 | | |
| Premises Address: | 90 Sterling Highway | | |
| City: | Homer | State: | Alaska |
| | | ZIP: | 99603 |
| Local Governing Body: | City of Homer | | |

Transfer Type:

- Regular transfer
 Transfer with security interest
 Involuntary retransfer

| OFFICE USE ONLY | | | |
|---------------------|--|----------------|--|
| Complete Date: | | Transaction #: | |
| Board Meeting Date: | | License Years: | |
| Issue Date: | | BRE: | |





Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 2 – Transferee Information

Enter information for the *new* applicant and/or location seeking to be licensed.

| | | | | | |
|--------------------|---------------------|--------|--------|------|-------|
| Licensee: | Safeway Inc. | | | | |
| Doing Business As: | Oaken Keg #1832 | | | | |
| Premises Address: | 90 Sterling Highway | | | | |
| City: | Homer | State: | Alaska | ZIP: | 99603 |
| Community Council: | None | | | | |

| | | | | | |
|------------------|------------------------|--------|---------|------|------------|
| Mailing Address: | P.O. Box 29096 MS 6531 | | | | |
| City: | Phoenix | State: | Arizona | ZIP: | 85038-9096 |

| | | | | | |
|----------------------|----------------------|-----------------|----------------|--|--|
| Designated Licensee: | Safeway Inc. | | | | |
| Contact Phone: | (623) 869-3573 | Business Phone: | (623) 869-3573 | | |
| Contact Email: | Nasc.tax@safeway.com | | | | |

Seasonal License? Yes No If "Yes", write your six-month operating period: _____

Section 3 – Premises Information

Premises to be licensed is:

an existing facility a new building a proposed building

The next two questions must be completed by beverage dispensary (including tourism) and package store applicants only:

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the outer boundaries of the nearest school grounds? Include the unit of measurement in your answer.

.3 Miles

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the public entrance of the nearest church building? Include the unit of measurement in your answer.

.2 Miles





Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 4 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 5. If more space is needed, please attach a separate sheet with the required information. The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: applicant affiliate

| | | | | | |
|----------|--|--------|--|------|--|
| Name: | | | | | |
| Address: | | | | | |
| City: | | State: | | ZIP: | |

This individual is an: applicant affiliate

| | | | | | |
|----------|--|--------|--|------|--|
| Name: | | | | | |
| Address: | | | | | |
| City: | | State: | | ZIP: | |

Section 5 – Entity Ownership Information

This section must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for a license. Sole proprietors should skip to Section 6. If more space is needed, please attach a separate sheet with the required information.

- If the applicant is a corporation, the following information must be completed for each *stockholder who owns 10% or more* of the stock in the corporation, and for each *president, vice-president, secretary, and managing officer*.
- If the applicant is a limited liability organization, the following information must be completed for each *member with an ownership interest of 10% or more*, and for each *manager*.
- If the applicant is a partnership, including a limited partnership, the following information must be completed for each *partner with an interest of 10% or more*, and for each *general partner*.

| | | | | | |
|------------------|------------------------|--------|----------------|----------|-------|
| Entity Official: | Wayne Denningham | | | | |
| Title(s): | President | Phone: | (208) 395-5248 | % Owned: | 0 |
| Address: | 7893 North Vue Estates | | | | |
| City: | Meridian | State: | Idaho | ZIP: | 83646 |





Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

| | | | | | |
|-------------------------|------------------------------|---------------|----------------|-----------------|-------|
| Entity Official: | Robert A. Gordon | | | | |
| Title(s): | Secretary/VP/General Counsel | Phone: | (925) 226-5510 | % Owned: | 0 |
| Address: | 24 Robert Road | | | | |
| City: | Orinda | State: | California | ZIP: | 94563 |

| | | | | | |
|-------------------------|----------------------------------|---------------|----------------|-----------------|-------|
| Entity Official: | Gary Morton | | | | |
| Title(s): | Treasurer/VP/Assistant Secretary | Phone: | (208) 395-5394 | % Owned: | 0 |
| Address: | 2000 Canal Street | | | | |
| City: | Boise | State: | Idaho | ZIP: | 83705 |

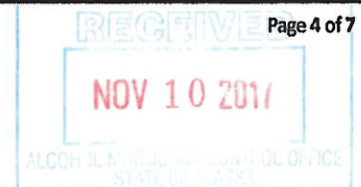
| | | | | | |
|-------------------------|--------------------------------------|---------------|----------------|-----------------|-------|
| Entity Official: | Robert Dimond | | | | |
| Title(s): | Executive VP/Chief Financial Officer | Phone: | (208) 395-4305 | % Owned: | 0 |
| Address: | 1740 S Lake Crest Way | | | | |
| City: | Eagle | State: | Idaho | ZIP: | 83616 |

This subsection must be completed by any applicant that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations (DOC) and have a registered agent who is an individual resident of the state of Alaska.

| | | | | | |
|---------------------------------|--|------------------------|----------------|--------------------|----------|
| DOC Entity #: | 39147F | AK Formed Date: | 11/7/1986 | Home State: | Delaware |
| Registered Agent: | Robert Blasco | Agent's Phone: | (800) 927-9800 | | |
| Agent's Mailing Address: | c/o CT Corporation System, 9360 Glacier Hwy., Ste. 202 | | | | |
| City: | Juneau | State: | Alaska | ZIP: | 99801 |

Residency of Agent: Yes No

Is your corporation or LLC's registered agent an individual resident of the state of Alaska?





Alaska Alcoholic Beverage Control Board
Form AB-01: Transfer License Application

Section 6 – Other Licenses

Ownership and financial interest in other alcoholic beverage businesses: Yes No

Does any representative or owner named as a transferee in this application have any direct or indirect financial interest in any other alcoholic beverage business that does business in or is licensed in Alaska?

If "Yes", disclose which individual(s) has the financial interest, what the type of business is, and if licensed in Alaska, which license number(s) and license type(s):

See attached

Section 7 – Authorization

Communication with AMCO staff: Yes No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?

If "Yes", disclose the name of the individual and the reason for this authorization:

Michele Droege, Dorsey & Whitney LLP and Jill McLeod, Esq., Dorsey & Whitney LLP, Liquor License Counsel.





Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board Form AB-01: Transfer License Application

Section 8 – Transferor Certifications

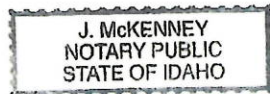
Additional copies of this page may be attached, as needed, for the controlling interest of the current licensee to be represented.

I declare under penalty of perjury that the undersigned represents a **controlling interest** of the current licensee. I additionally certify that I, as the current licensee (either the sole proprietor or the controlling interest of the currently licensed entity) have examined this application, approve of the transfer of this license, and find the information on this application to be true, correct, and complete.

Robert A. Gordon
Signature of transferor

Robert A. Gordon
Printed name of transferor

Subscribed and sworn to before me this 12th day of October, 2017.



J. McKenney
Signature of Notary Public

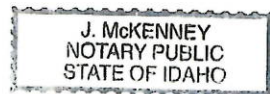
Notary Public in and for the State of IDAHO.

My commission expires: 12/15/22

Robert A. Gordon
Signature of transferor

Robert A. Gordon
Printed name of transferor

Subscribed and sworn to before me this 12th day of October, 2017.



J. McKenney
Signature of Notary Public

Notary Public in and for the State of IDAHO.

My commission expires: 12/15/22





Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board
Form AB-01: Transfer License Application

Section 9 – Transferee Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that all proposed licensees (as defined in AS 04.11.260) and affiliates have been listed on this application.

RG

I certify that all proposed licensees have been listed with the Division of Corporations.

RG

I certify that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

RG

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check the identification of a patron will complete an approved alcohol server education course, if required by AS 04.21.025, and, while selling or serving alcoholic beverages, will carry or have available to show a current course card or a photocopy of the card certifying completion of approved alcohol server education course, if required by 3 AAC 304.465.

RG

I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.

RG

As an applicant for a liquor license, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete.

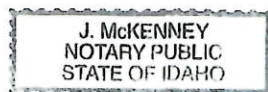
Robert A. Gordon

Signature of transferee

Robert A. Gordon

Printed name

Subscribed and sworn to before me this 12th day of October, 2017.



J. McKenney
 Signature of Notary Public

Notary Public in and for the State of IDAHO.

My commission expires: 12/15/22



Entity Members (cont'd):

| | | | | | |
|-------------------------|----------------------------------|---------------|-------|-----------------|-------|
| Entity Official: | Albertsons Companies, Inc. | | | | |
| Title(s): | Shareholder | Phone: | N/A | % Owned: | 100 |
| Address: | 250 Parkcenter Blvd., West Plaza | | | | |
| City: | Boise | State: | Idaho | Zip: | 83706 |



ATTACHMENT A

| ALASKA LIQUOR LICENSES | | | | | | | |
|--|-----------------|--------------------|--------------------|--------------------------------|-------------|-----------------|--------------------------|
| Current DBA | Facility | Liq Lic No. | Liq Lic Exp | Address | City | Zip Code | Corporate Owner |
| Safeway | 2522 | 174 | 2014 | 502 MARINE WAY | KODIAK | 99615 | Safeway Inc. |
| Crow Creek Mercantile | 1839 | 287 | 2015 | HIGHTOWER STREET | GIRDWOOD | 99587 | Carr-Gottstein Foods Co. |
| Oaken Keg Spirit Shop | 1821 | 778 | 2015 | 301 NORTH SANTA CLAUS LANE | NORTH POLE | 99705 | Carr-Gottstein Foods Co. |
| Oaken Keg Spirit Shop | 1802 | 792 | 2014 | 1340 GAMBELL STREET | ANCHORAGE | 99501 | Carr-Gottstein Foods Co. |
| Oaken Keg Spirit Shop | 1805 | 793 | 2014 | 1650 W. NORTHERN LIGHTS BLVD. | ANCHORAGE | 99503 | Carr-Gottstein Foods Co. |
| Oaken Keg Spirit Shop | 1806 | 795 | 0014 | 600 E. NORTHERN LIGHTS BLVD. | ANCHORAGE | 99503 | Carr-Gottstein Foods Co. |
| Oaken Keg Spirit Shop | 1809 | 799 | 2014 | 5600 DEBARR ROAD | ANCHORAGE | 99504 | Carr-Gottstein Foods Co. |
| Safeway Store | 2754 | 995 | 2015 | 3627 AIRPORT WAY | FAIRBANKS | 99701 | Safeway Inc. |
| Oaken Keg | 3410 | 999 | 2015 | 30 COLLEGE RD | FAIRBANKS | 99701 | Safeway Inc. |
| Oaken Keg Spirit Shop | 1843 | 1336 | 2014 | 3678 COLLEGE ROAD | FAIRBANKS | 99709 | Carr-Gottstein Foods Co. |
| Oaken Keg Spirit Shop | 520 | 1358 | 2015 | 3101 PENLAND PARKWAY | ANCHORAGE | 99508 | Safeway Inc. |
| Oaken Keg Spirit Shop | 1812 | 1397 | 2014 | 4000 WEST DIMOND BLVD | ANCHORAGE | 99515 | Carr-Gottstein Foods Co. |
| Oaken Keg Spirit Shop | 1807 | 1464 | 2014 | 11409 BUSINESS PARK BLVD | EAGLE RIVER | 99577 | Carr-Gottstein Foods Co. |
| Oaken Keg | 1813 | 1799 | 2014 | 1501 HUFFMAN ROAD | ANCHORAGE | 99515 | Carr-Gottstein Foods Co. |
| Oaken Keg | 548 | 1845 | 2015 | 44428 STERLING HWY S | SOLDOTNA | 99669 | Safeway Inc. |
| Oaken Keg Spirit Shop | 1817 | 2094 | 2014 | 7731 EAST NORTHERN LIGHTS BLVD | ANCHORAGE | 99504 | Carr-Gottstein Foods Co. |
| Oaken Keg | 1739 | 2098 | 2014 | 644 WEST EVERGREEN | PALMER | 99645 | Carr-Gottstein Foods Co. |
| Oaken Keg Spirit Shop | 1811 | 2266 | 2014 | 595 EAST PARKS HIGHWAY | WASILLA | 99654 | Carr-Gottstein Foods Co. |
| Safeway Store | 1090 | 2509 | 2015 | 2685 MILL BAY RD. | KODIAK | 99615 | Safeway Inc. |
| Oaken Keg | 1833 | 2912 | 2014 | 1313 MEALS STREET | VALDEZ | 99686 | Safeway Inc. |
| Oaken Keg Spirit Shop | 1808 | 3218 | 2014 | 10576 KENAI SPUR HIGHWAY | KENAI | 99611 | Carr-Gottstein Foods Co. |
| Oaken Keg Spirit Shop | 1820 | 3507 | 2015 | 3033 VINTAGE BLVD. | JUNEAU | 99801 | Carr-Gottstein Foods Co. |
| Oaken Keg | 1832 | 4162 | 2015 | 90 STERLING HIGHWAY | HOMER | 99603 | Safeway Inc. |
| Oaken Keg | 2628 | 4167 | 2014 | 1725 ABBOTT ROAD | ANCHORAGE | 99507 | Safeway Inc. |
| Oaken Keg | 2728 | 4334 | 2014 | 1907 SEWARD HWY. | SEWARD | 99664 | Carr-Gottstein Foods Co. |
| Oaken Keg Spirit Shop | 1818 | 4361 | 2014 | 2417 TONGASS AVE. | KETCHIKAN | 99901 | Carr-Gottstein Foods Co. |
| OUTSIDE OF ALASKA SAFEWAY INC. HAS INTERESTS IN ALCOHOLIC BEVERAGE LICENSES AS SHOWN BELOW | | | | | | | |
| SAFEWAY INC. | | | | | | | |
| Arizona, California, Colorado, Delaware, District of Columbia, Hawaii, Idaho, Maryland, Montana, Nebraska, Nevada, New Mexico, Oregon, South Dakota, Virginia, Washington, Wyoming | | | | | | | |
| RANDALL'S FOOD AND DRUG | | | | | | | |
| Texas | | | | | | | |
| TOM THUMB | | | | | | | |
| Texas | | | | | | | |
| VONS | | | | | | | |
| California | | | | | | | |
| PAVILIONS | | | | | | | |
| California | | | | | | | |
| PAK 'N SAVE | | | | | | | |
| California | | | | | | | |





Alaska Alcoholic Beverage Control Board Form AB-02: Premises Diagram

What is this form?

A detailed diagram of the proposed licensed premises is required for all liquor license applications, per AS 04.11.260 and 3 AAC 304.185. Your diagram must include dimensions and must show all entrances and boundaries of the premises, walls, bars, fixtures, and areas of storage, service, consumption, and manufacturing. If your proposed premises is located within a building or building complex that contains multiple businesses and/or tenants, please provide an additional page that clearly shows the location of your proposed premises within the building or building complex, along with the addresses and/or suite numbers of the other businesses and/or tenants within the building or building complex.

The second page of this form is not required. Blueprints, CAD drawings, or other clearly drawn and marked diagrams may be submitted in lieu of the second page of this form. The first page must still be completed, attached to, and submitted with any supplemental diagrams. An AMCO employee may require you to complete the second page of this form if additional documentation for your premises diagram is needed.

This form must be completed and submitted to AMCO's main office before any license application will be considered complete.

Yes No

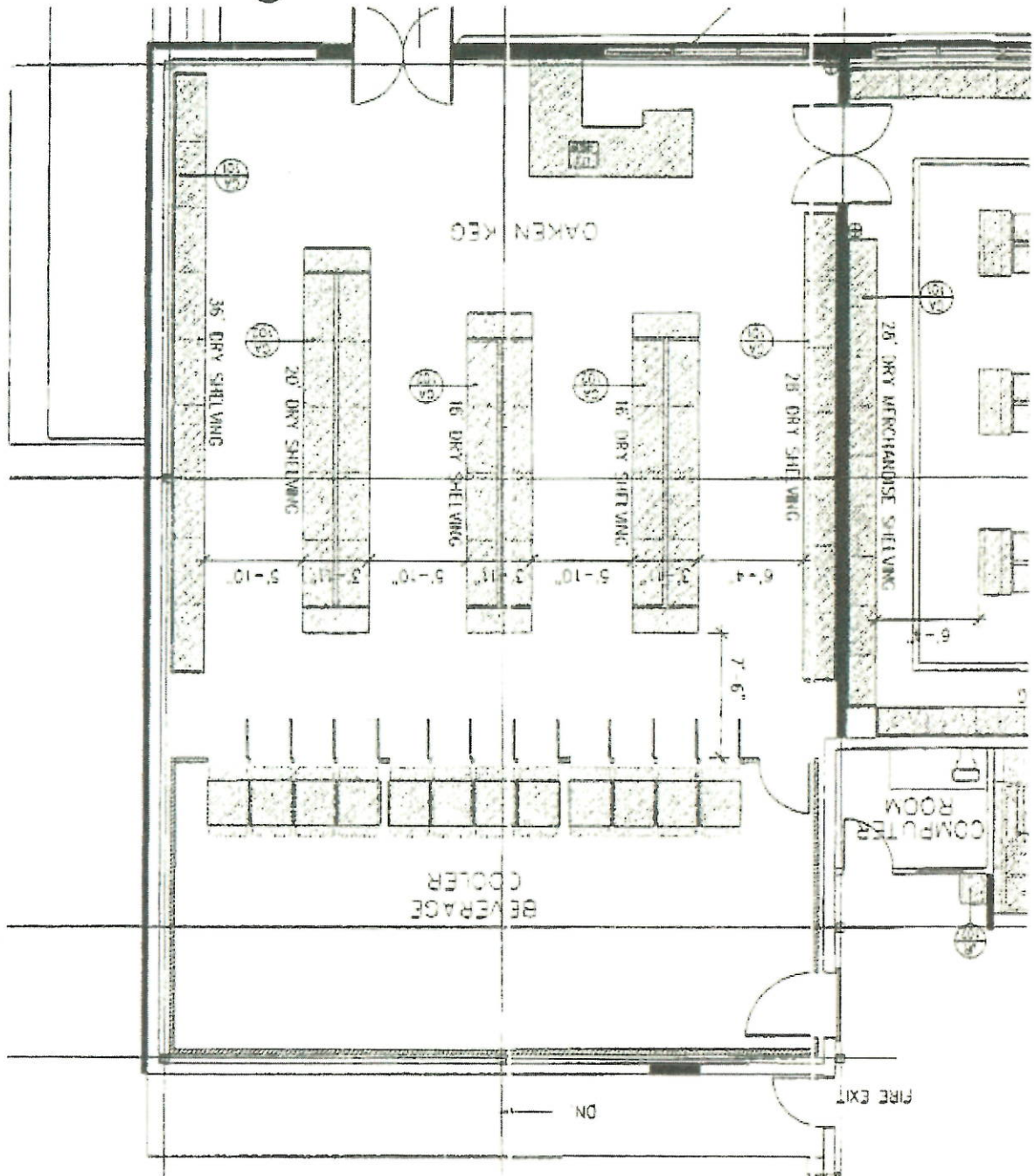
I have attached blueprints, CAD drawings, or other supporting documents in addition to, or in lieu of, the second page of this form.

Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

| | | | | | |
|--------------------|---------------------|-----------------|--------|------|-------|
| Licensee: | Safeway Inc. | License Number: | 4162 | | |
| License Type: | Package Store | | | | |
| Doing Business As: | Oaken Keg #1832 | | | | |
| Premises Address: | 90 Sterling Highway | | | | |
| City: | Homer | State: | Alaska | ZIP: | 99603 |



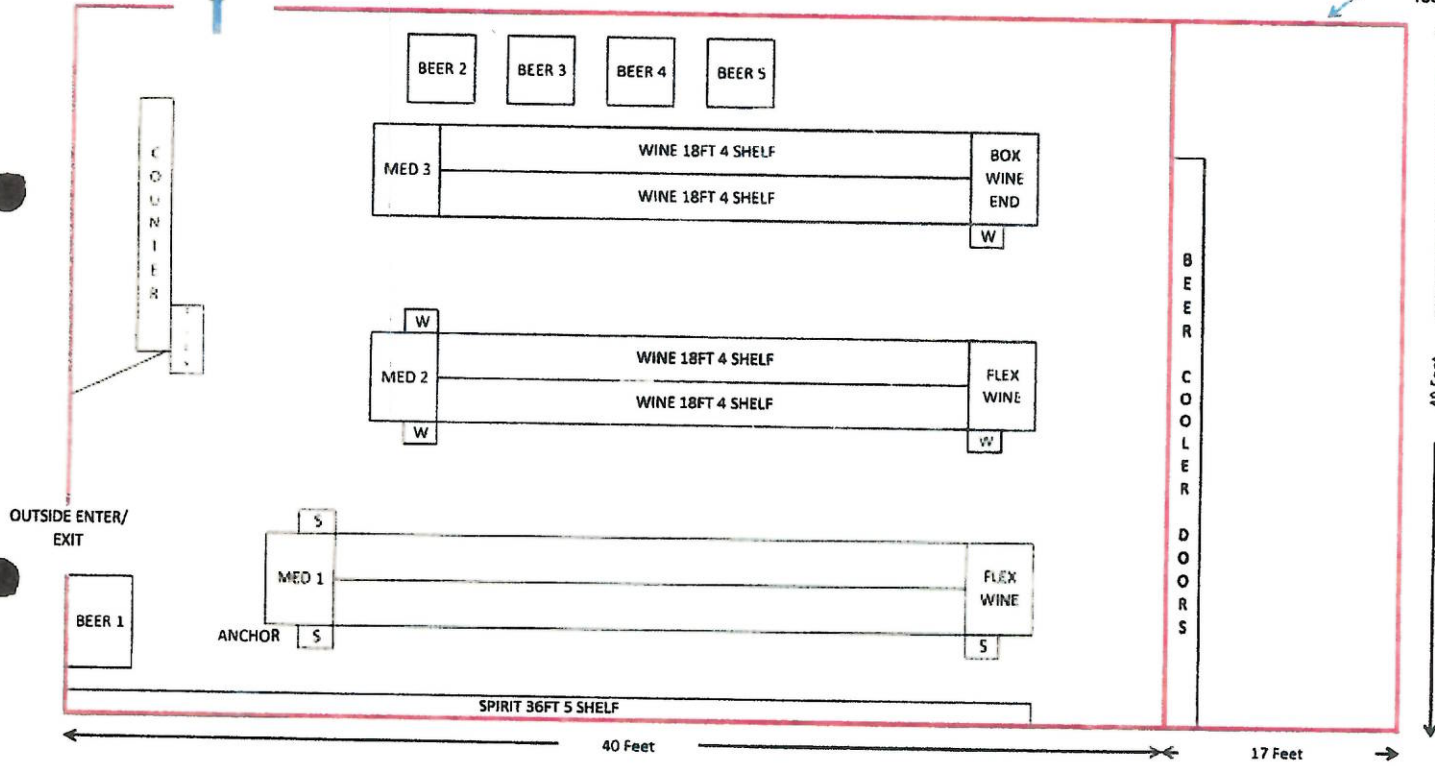


RECEIVED
 OCT 27 2017
 ALCOHOL MARIJUANA CONTROL OFFICE
 STATE OF ALASKA

Safeway 1832 - Homer

TO GROCERY

Locked Receiving Door - Access to back room of store



RECEIVED
 NOV 10 2017
 ALCOHOL BEVERAGE DIVISION
 STATE OF ALASKA

License # 4162

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

3 City Manager/
4 Personnel Director

5 **RESOLUTION 17-093**

6
7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
8 APPROVING A NEW ONE-YEAR CONTRACT WITH PREMIERA BLUE
9 CROSS, SUN LIFE HEALTH, AND PRUDENTIAL.

10
11 WHEREAS, The City of Homer received proposals from private health insurance
12 companies which were evaluated by the consultant and City Administration, and agreed that
13 the best proposal for health insurance was the one submitted by Premera Blue Cross; and

14
15 WHEREAS, Sun Life Health submitted a proposal for Dental and Vision which would
16 provide the City with a better rate and coverage for those benefits; and

17
18 WHEREAS, Combining the Premera Blue Cross and Sun Life Health proposals would
19 only raise the 2018 total health care costs by 7.7% over 2017 actual; and

20
21 WHEREAS, The Employee Committee had a conference call and discussion with
22 Brandon Nyberg of Wells Fargo Insurance, reviewed the benefit coverage and cost projections
23 for the 2018 plan, and reviewed proposals submitted, and concurs with this recommendation;
24 and

25
26 WHEREAS, In order to meet enrollment deadlines, and have new enrollees' healthcare
27 effective on January 1, 2018, it is necessary to approve the new contracts and employee
28 premiums by the end of November.

29
30 NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby approves a new
31 one-year contract based upon the proposals with a term beginning on January 1, 2018, and
32 authorizes the City Manager to execute the appropriate documents.

33
34 PASSED AND ADOPTED by the Homer City Council this 27th day of November, 2017.

35
36 CITY OF HOMER

37
38 _____
39 DONNA ADERHOLD, MAYOR PRO TEMPORE

40 ATTEST:

41
42 _____
43 MELISSA JACOBSEN, MMC, CITY CLERK

44
45 Fiscal Note: \$1,708,368 annual cost of employee health care.

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

City Clerk

3
4 **RESOLUTION 17-094**

5
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
7 ESTABLISHING THE 2018 REGULAR MEETING SCHEDULE FOR
8 THE CITY COUNCIL, ECONOMIC DEVELOPMENT ADVISORY
9 COMMISSION, LIBRARY ADVISORY BOARD, PARKS ART
10 RECREATION AND CULTURE ADVISORY COMMISSION, ADVISORY
11 PLANNING COMMISSION, PORT AND HARBOR ADVISORY
12 COMMISSION, AND CANNABIS ADVISORY COMMISSION.
13

14 WHEREAS, Pursuant to Homer City Code Section 1.14.020, the City Council annually
15 sets the schedule for regular and some special meetings, noting the dates, times and places
16 of the City Council, Advisory Commissions, and the Library Advisory Board meetings; and
17

18 WHEREAS, The public is informed of such meetings through notices located at the City
19 Clerk's Office, Clerk's Calendar on KBBI, the City Clerk's Website, and postings at the Public
20 Library; and
21

22 WHEREAS, HCC 1.14.020 - 040 states that meetings may be advertised in a local paper
23 of general circulation at least three days before the date of the meeting and that special
24 meetings should be advertised in the same manner or may be broadcast by local radio at
25 least twice a day for three consecutive days or two consecutive days before the day of the
26 meeting plus the day of the meeting; and
27

28 WHEREAS, HCC 1.14.010 notes that the notice of meetings applies to the City Council
29 and all commissions, boards, committees, subcommittees, task forces and any sub-unit of
30 the foregoing public bodies of the City, whether meeting in a formal or informal meeting; that
31 the failure to give the notice provided for under this chapter does not invalidate or otherwise
32 affect any action or decision of a public body of the City; however, this sentence does not
33 change the consequences of failing to give the minimum notice required under State Statute;
34 that notice will ordinarily be given by the City Clerk; and that the presiding officer or the
35 person or persons calling a meeting are responsible for notifying the City Clerk of meetings in
36 sufficient time for the Clerk to publish notice in a newspaper of general circulation in the City;
37 and
38

39 WHEREAS, This Resolution does not preclude additional meetings such as emergency
40 meetings, special meetings, worksessions, and the like; and
41

42 WHEREAS, Council adopted Resolution 06-144 on October 9, 2006 establishing the
 43 Regular Meeting site for all bodies to be the City Hall Cowles Council Chambers.
 44

45 NOW, THEREFORE, BE IT RESOLVED by the Homer City Council, that the 2018 meeting
 46 schedule is established for the City Council, Economic Development Advisory Commission,
 47 Library Advisory Board, Parks Art Recreation and Culture Advisory Commission, Advisory
 48 Planning Commission, and Port and Harbor Advisory Commission of the City of Homer,
 49 Alaska, as follows:
 50

51 Holidays - City Offices closed:

| | | | | | |
|--|---|--|--|---|--|
| January 1, New Year's Day, Monday | February 19, Presidents' Day, the third Monday | March 26, Seward's Day, last Monday | May 28, Memorial Day, last Monday | July 4, Independence Day, Wednesday | September 3, Labor Day, first Monday |
| October 18*, Alaska Day, Thursday | November 12**, Veterans Day, Monday | November 22 Thanksgiving Day, Thursday | November 23, Friday, the day after Thanksgiving | December 25, Christmas, Tuesday | |

52
 53 **If on a Sunday, the following Monday is observed as the legal holiday; if on a Saturday, the
 54 preceding Friday is observed as the legal holiday pursuant to the City of Homer Personnel
 55 Rules and Regulations.
 56

57 CITY COUNCIL (CC)

| | | | | | |
|----------------------------------|--------------------|---------------------|---------------------------------|--|------------------------------------|
| January 8, 22 | February 12, 26 | March 12, 27* | April 9, 23 | May 14, 29* | June 11, 25 |
| July 24** | August 13, 27 | September 10, 24 | October 2 Election | October 8, 22 Oath of Office October 8 | Canvass Board October 5 or 8 |
| November 6 Runoff Election | November 26** | December 10**** | December 17**** if needed | | |

58
 59 City Council's Regular Committee of the Whole Meetings at 5:00 p.m. to no later than 5:50
 60 p.m. prior to every Regular Meeting which are held the second and fourth Monday of each
 61 month at 6:00 p.m. Council will not conduct a First Regular Meeting in July or November.
 62 AML Annual Conference Week is tentatively scheduled for November 12 – 16, 2018.

63 *Tuesday meeting due to Memorial Day/Seward's Day.

64 **There will be no First Regular Meeting in July or November.

65 ***The City Council traditionally reschedules regular meetings that fall on holidays or High
 66 School Graduation days, for the following Tuesday.

67 **** The City Council traditionally cancels the last regular meeting in December and holds the
 68 first regular meeting and one to two Special Meetings as needed. Generally the second
 69 Special Meeting the third week of December, will not be held.

70

71 ECONOMIC DEVELOPMENT ADVISORY COMMISSION (EDC)

| | | | | | |
|-----------|-------------|--------------|-----------|-------------|-------------|
| January 9 | February 13 | March 13 | April 10 | May 8 | June 12 |
| July 10 | August 14 | September 11 | October 9 | November 13 | December 11 |

72

73 Economic Development Advisory Commission Regular Meetings are held on the second
 74 Tuesday of each Month at 6:00 p.m.

75

76 LIBRARY ADVISORY BOARD (LAB)

| | | | | |
|------------|---------|-----------|------------|------------|
| February 6 | March 6 | April 3 | May 1 | August 7 |
| | | October 2 | November 6 | December 4 |

77

78 Library Advisory Board Regular Meetings are held on the first Tuesday of the months of
 79 February, March, April, May, August, October, November, and December at 5:30 p.m.

80

81 PARKS ART RECREATION AND CULTURE ADVISORY COMMISSION (PARCAC)

| | | | |
|--------------|-------------|-------------|-----------|
| | February 15 | March 15 | April 19 |
| May 17 | June 21 | | August 16 |
| September 20 | October 25* | November 15 | |

82

83 Parks Art Recreation and Culture Advisory Commission Regular Meetings are held on the third
 84 Thursday of each month at 5:30 p.m. with the exception of January, July, and December.
 85 *Fourth Thursday due to Alaska Day.

86

87 PLANNING COMMISSION (P/C)

| | | | | | |
|---------------|----------------|-----------------|---------------|--------------|--------------|
| January 3, 17 | February 7, 21 | March 7, 21 | April 4, 18 | May 2, 16 | June 6, 20 |
| July 18** | August 1, 15 | September 5, 19 | October 3, 17 | November 7** | December 5** |

88

89 Advisory Planning Commission Regular Meetings are held on the first and third Wednesday of
 90 each month at 6:30 p.m. **There will be no First Regular Meeting in July or Second Regular
 91 Meetings in November and December.

92

93 PORT AND HARBOR ADVISORY COMMISSION (P/H)

| | | | | | |
|------------|-------------|--------------|------------|-------------|-------------|
| January 24 | February 28 | March 28 | April 25 | May 23 | June 27 |
| July 25 | August 22 | September 26 | October 24 | November 21 | December 12 |

94
95 Port and Harbor Advisory Commission Regular Meetings are held on the fourth Wednesday of
96 each month at 5:00 p.m., with the exception of May, June, July and August meetings that are
97 held at 6:00 p.m. The November meeting is scheduled for the third Wednesday and the
98 December meeting is scheduled for the second Wednesday of the month.

99

100 CANNABIS ADVISORY COMMISSION (CAC)

| | | | | | |
|------------|-------------|--------------|------------|-------------|-------------|
| January 25 | February 22 | March 22 | April 26 | May 24 | June 28 |
| July 26 | August 23 | September 27 | October 25 | November 15 | December 20 |

101
102 Cannabis Advisory Commission Regular Meetings are held on the fourth Thursday of each
103 month at 5:30 p.m. The November and December meetings are scheduled for the third
104 Thursday of the month.

105

106 PASSED AND ADOPTED by the Homer City Council this 27th day of November, 2017.

107

108 CITY OF HOMER

109

110

111

112 _____
DONNA ADERHOLD, MAYOR PRO TEMPORE

113

114 ATTEST:

115

116

117 _____

118 MELISSA JACOBSEN, MMC, CITY CLERK

119

120 Fiscal Impact: Advertizing of meetings in regular weekly meeting ad and advertising of any
121 additional meetings.



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: MAYOR ZAK AND CITY COUNCIL
FROM: ECONOMIC DEVELOPMENT ADVISORY COMMISSION
THRU: HAYLEY SMITH, DEPUTY CITY CLERK
DATE: NOVEMBER 8, 2017
SUBJECT: 2018 MEETING SCHEDULE

The Economic Development Advisory Commission met on November 7, 2017 and reviewed and approved the 2018 Regular Meeting schedule after they cancelled the July and December Regular Meetings.

Following is the excerpt of the minutes:

C. Meeting Schedule for 2018

Chair Marks brought attention to the Draft Resolution provided in the Meeting Packet. She explained the Economic Development Commission is scheduled to meet the second Tuesday of every month, but every year July and December become especially hard to gather a quorum. Her suggestion is to cancel the meetings in July and December, but leave all of the other meetings as are.

Commissioner Keisel offered her opinion that July and December are the most difficult times to get together, so she agrees with Chair Marks about cancelling the July and December meetings.

Commissioner Brown stated that she thinks it would be a good idea to cancel the July and December Meetings.

Commissioner Sansom explained that she also believes it would be a good idea to cancel now rather than later. She also wanted the commission to recognize that work sessions are very beneficial and if the commission needed to meet, a work session may be a way to do so.

SANSOM/BROWN- MOVED TO APPROVE THE 2018 MEETING SCHEDULE TO MEET EVERY SECOND TUESDAY OF THE MONTH AT 6:00PM EXCEPT FOR THE MONTHS OF JULY AND DECEMBER, IN WHICH THERE WILL BE NO REGULAR MEETINGS.

There was no discussion

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion Carried



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: MAYOR ZAK AND CITY COUNCIL
FROM: ADVISORY PLANNING COMMISSION
THRU: RENEE KRAUSE, CMC, DEPUTY CITY CLERK
DATE: NOVEMBER 8, 2017
SUBJECT: 2018 MEETING SCHEDULE

The Advisory Planning Commission met on October 17, 2017 and reviewed and approved the 2018 Regular Meeting schedule under the Consent Agenda.

Following is the excerpt of the minutes:

Adoption of Consent Agenda

All items on the consent agenda are considered routine and non-controversial by the Planning Commission and are approved in one motion. There will be no separate discussion of these items unless requested by a Planning Commissioner or someone from the public, in which case the item will be moved to the regular agenda and considered in normal sequence.

A. Approval of minutes of October 4, 2017

B. Memorandum for 2018 HAPC Meeting Schedule

Chair Stead requested a motion to approve the consent agenda.

HIGHLAND/BENTZ – SO MOVED.

There was brief discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.



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Homer, Alaska 99603

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(f) 907-235-3143

Memorandum

TO: MAYOR ZAK AND CITY COUNCIL
FROM: PARKS AND RECREATION ADVISORY COMMISSION
THRU: RENEE KRAUSE, CMC, DEPUTY CITY CLERK
DATE: NOVEMBER 8, 2017
SUBJECT: 2018 MEETING SCHEDULE

The Parks Art Recreation & Culture Advisory Commission met on October 19, 2017 and reviewed the 2018 Regular Meeting schedule under New Business. Staff observed and recommended that the date in October be moved forward one week due to the Alaska Day holiday.

Following is the excerpt of the minutes:

NEW BUSINESS

A. Memorandum from City Clerk Jacobsen dated October 2, 2017 re: 2018 Meeting Schedule

Chair Steffy read the memorandum into the record and inquired if the commission had any changes to be made to the 2018 meeting schedule as proposed other than the meeting date for October.

Deputy City Clerk Krause noted that the October meeting date was already changed to reflect the Alaska Day holiday that falls on the third Thursday of the month next year in the draft resolution in the packet.

Chair Steffy requested a motion to approve the meeting schedule as amended.

HARRALD/ROEDL – MOVED TO APPROVE THE 2018 REGULAR MEETING SCHEDULE AS AMENDED.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.



City of Homer

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Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: MAYOR ZAK AND CITY COUNCIL
FROM: PORT AND HARBOR ADVISORY COMMISSION
THRU: HAYLEY SMITH, DEPUTY CITY CLERK
DATE: NOVEMBER 8, 2017
SUBJECT: 2018 MEETING SCHEDULE

The Port and Harbor Advisory Commission met on October 25, 2017 and reviewed and approved the 2018 Regular Meeting schedule as provided in the draft ordinance.

Following is the excerpt of the minutes:

C. Meeting Schedule for 2018

I. Memo from City Clerk Jacobsen to Port and Harbor Commission Re: Meeting Schedule for 2018

II. Draft 2018 Meeting Schedule Ordinance

Commissioner Zimmerman asked the Commission their opinions on the draft 2018 meeting schedule.

Commissioner Stockburger stated that the only meeting that comes into question is the November 2018 meeting because most of the Commissioners leave for Conference that month. He stated that the Commission runs into this every year and in the past has chosen to take care of it when the meeting gets closer.

The Commission discussed the options of cancelling the November meeting or keeping the schedule the same.

STOCKBURGER/HARTLEY- MOVED TO APPROVE THE 2018 MEETING SCHEDULE DRAFT ORDINANCE AS PRESENTED.

There was no discussion

VOTE. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: MAYOR ZAK AND CITY COUNCIL
FROM: LIBRARY ADVISORY BOARD
THRU: RENEE KRAUSE, CMC, DEPUTY CITY CLERK
DATE: NOVEMBER 8, 2017
SUBJECT: REGULAR MEETING SCHEDULE FOR 2018

The Library Advisory Board at their regular meeting on November 7, 2017 reviewed and approved the 2018 Regular Meeting Schedule making a change to add September 4, 2018.

Following is the excerpt of the meeting minutes reflecting those actions:

B. 2018 Regular Meeting Schedule

Chair Peterson stated that at the worksession on Monday, November 6, 2017 the Board agreed to add a meeting in September to the regular agenda since it is vital to the budget timeline. She requested a motion to approve.

MASSION/SPRINGER - MOVED TO ADOPT THE 2018 REGULAR MEETING SCHEDULE AS AMENDED.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

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

3 City Manager/
4 Finance Director

5 **RESOLUTION 17-096**

6
7 A RESOLUTION OF THE HOMER CITY COUNCIL ACCEPTING THE
8 2016 COMPREHENSIVE ANNUAL FINANCIAL REPORT WITH AUDIT
9 AND FINANCIAL STATEMENTS AND ACKNOWLEDGING THE
10 MANAGEMENT LETTER SUBMITTED BY THE CITY'S INDEPENDENT
11 AUDITOR, BDO USA, LLP AND AUTHORIZING THE CITY MANAGER
12 TO EXECUTE THE FINANCIAL REPORT.
13

14 WHEREAS, BDO USA, LLP conducted the annual audit, submitted the 2016
15 Comprehensive Annual Financial Report with the audit and financial statements, and the
16 management letter was delivered for review and distributed to the Mayor and City Council
17 November 2017; and
18

19 WHEREAS, BDO USA, LLP made a public presentation during the Regular Meeting of
20 October 30, 2017.
21

22 NOW, THEREFORE, BE IT RESOLVED by the City Council of Homer, Alaska, that the 2016
23 Comprehensive Annual Financial Report with audit and financial statements is accepted and
24 that the management letter is acknowledged as submitted by BDO USA, LLP, the City's
25 independent auditor.
26

27 PASSED AND ADOPTED by the Homer City Council this 27th day of November, 2017.
28

29 CITY OF HOMER
30
31

32 _____
33 DONNA ADERHOLD, MAYOR PRO TEMPORE

34 ATTEST:
35
36

37 _____
38 MELISSA JACOBSEN, MMC, CITY CLERK
39
40

41 Fiscal Note: N/A



City of Homer

www.cityofhomer-ak.gov

Finance Department

491 East Pioneer Avenue
Homer, Alaska 99603

finance@cityofhomer-ak.gov

(p) 907-235-8121

(f) 907-235-3140

Memorandum 17-142

TO: Mayor Zak and Homer City Council
THROUGH: Katie Koester, City Manager
FROM: Elizabeth Walton, Finance Director
DATE: November 22, 2017
SUBJECT: 2016 Financial Statements Audit

The purpose of this memo is to provide supplemental information regarding the City of Homer's 2016 Financial Statements Audit.

The Draft Financial Statements were presented during the Regular Meeting on October 30, 2017. The financial statements have since been modified and are now in Final form. The variances between the Draft and Final document are not material in nature.

In regards to the audit findings presented, all but two of them have been removed. The two findings that remain are associated with the timeliness of reporting and its effect on the Federal Filing Schedule. The Finance Department has developed a Corrective Action Plan to address these findings and are working diligently to have these findings removed in our next audit.

The Final version of the 2016 Financial Statements Audit will be posted on our website and a printed official version will be made available for the public to review at their leisure.

VISITORS

ANNOUNCEMENTS
PRESENTATIONS
BOROUGH REPORT
COMMISSION REPORTS



City of Homer

www.cityofhomer-ak.gov

Planning
491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us
(p) 907-235-3106
(f) 907-235-3118

To: Mayor Zak and Homer City Council
From: Parks, Art, Recreation and Culture Advisory Commission
Through: Julie Engebretsen, Deputy City Planner
Date: October 12, 2017
Subject: Lot 3 land acquisition north of Jack Gist Park

Via Memorandum 17-090, Council requested PARCAC review the acquisition of Lot 3, adjacent to Jack Gist Park. The Commission discussed the purchase in light of Council's questions at the August 17th meeting and September 21st meetings. The Commission's conclusions were:

1. The land purchase should only occur if the City can buy it at fair market or assessed value. It is not a usable enough piece of land for recreation to justify a high price tag.
2. The land could be used to relocate the disc golf facility.
3. Land acquisition would help avoid future conflicts with neighbors.
4. The Commission would like more greenspace.
5. Jack Gist Park does need additional park land.
6. The Commission recognizes the need for a long term Jack Gist Park Plan.

In conclusion, if the opportunity arises in the future to purchase this land at no more than 10% over the assessed value, the purchase should be considered.

PUBLIC HEARING(S)

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

**Ordinances 17-39, 17-40, 17-41, 17-42
Resolution 17-086 & 17-092**

A **public hearing** is scheduled for **Monday, November 27, 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.

Ordinance 17-39, An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating a Grant from the Alaska Highway Safety Office in the Amount of \$39,488 for the Homer Police Department Project Drive and Authorizing the City Manager to Execute the Appropriate Documents. City Manager/Police Chief.

Ordinance 17-40, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Title 3 Chapter 3.01 Budget by Adding a New Section That Establishes a Minimum Annual Transfer in the Operating Budget of Homer Accelerated Road and Trails Funds for Road and Trail Capital Improvements. Smith/Aderhold.

Ordinance 17-41, An Ordinance of the City Council of Homer, Alaska, Authorizing the City Manager to Purchase Kenai Peninsula Borough Parcel 18103418, 'Lot 42' from the Alaska Mental Health Trust Authority in the Amount of \$550,600, Acquire Quitclaim Deeds on Parcels on which both the City and the Trust Claim Ownership interests and Authorizing an Expenditure of \$250,600 from the Port and Harbor Enterprise Fund and a \$300,000 Loan from the General Fund for that Purpose. City Manager.

Ordinance 17-42, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Calendar Year 2018 for the General Fund, The Water Fund, the Sewer Fund, the Port/Harbor Fund, Capital Projects, and Internal Service Funds. City Manager.

Resolution 17-086, A Resolution of the City Council of Homer, Alaska, Amending the City of Homer Fee Schedule Under Camping Fees. City Clerk.

Resolution 17-092, A Resolution of the City Council of Homer, Alaska, Amending the Homer Accelerated Roads and Trails Program (HART) Policy Manual to the HART Capital Improvements Policy Manual and Establishing Minimum Set Asides for Capital Improvements.

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 online at <https://www.cityofhomer-ak.gov/ordinances>, at the Homer City Clerk's Office, and the Homer Public Library. Contact the Clerk's Office at City Hall if you have any questions. 235-3130, Email: clerk@ci.homer.ak.us

Melissa Jacobsen, MMC, City Clerk
Publish: Homer News November 22, 2017

CLERK'S AFFIDAVIT OF POSTING

I, Melissa Jacobsen, City Clerk for the City of Homer, Alaska, do hereby certify that a copy of the Public Hearing Notice for:

Ordinance 17-39, An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating a Grant from the Alaska Highway Safety Office in the Amount of \$39,488 for the Homer Police Department Project Drive and Authorizing the City Manager to Execute the Appropriate Documents. City Manager/Police Chief.

Ordinance 17-40, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Title 3 Chapter 3.01 Budget by Adding a New Section That Establishes a Minimum Annual Transfer in the Operating Budget of Homer Accelerated Road and Trails Funds for Road and Trail Capital Improvements. Smith/Aderhold.

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Ordinance 17-42, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Calendar Year 2018 for the General Fund, The Water Fund, the Sewer Fund, the Port/Harbor Fund, Capital Projects, and Internal Service Funds. City Manager.

Resolution 17-086, A Resolution of the City Council of Homer, Alaska, Amending the City of Homer Fee Schedule Under Camping Fees. City Clerk.

Resolution 17-092, A Resolution of the City Council of Homer, Alaska, Amending the Homer Accelerated Roads and Trails Program (HART) Policy Manual to the HART Capital Improvements Policy Manual and Establishing Minimum Set Asides for Capital Improvements.

was distributed to the City of Homer kiosks located at City Clerk's Office, and the Homer Public Library and posted on the City website on Tuesday, November 21, 2017.

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal of said City of Homer this 21st day of November, 2017.


Melissa Jacobsen, MMC, City Clerk



ORDINANCE REFERENCE SHEET
2017 ORDINANCE
ORDINANCE 17-42

Ordinance 17-42, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Calendar Year 2018 for the General Fund, The Water Fund, the Sewer Fund, the Port/Harbor Fund, Capital Projects, and Internal Service Funds. City Manager. Recommended Dates: Introduction October 30, 2017, Public Hearings November 27, 2017 and December 11, 2017, Second Reading December 11, 2017.

Sponsor: City Manager

1. Council Regular Meeting October 30, 2017 Introduction
2. Council Regular Meeting November 27, 2017 Public Hearing and Second Reading

**CITY OF HOMER
HOMER, ALASKA**

City Manager

ORDINANCE 17-42

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA, APPROPRIATING FUNDS FOR THE CALENDAR YEAR 2018 FOR THE GENERAL FUND, THE WATER FUND, THE SEWER FUND, THE PORT/HARBOR FUND, CAPITAL PROJECTS, AND INTERNAL SERVICE FUNDS.

THE CITY OF HOMER ORDAINS:

Section 1. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the calendar year ending December 2018:

| | |
|------------------------|--------------|
| General Fund | \$12,451,754 |
| Water Fund | \$2,037,962 |
| Sewer Fund | \$1,797,681 |
| Port/Harbor Fund | \$4,604,592 |
| Capital Projects | \$846,788 |
| Total Expenditures | \$21,738,777 |
| Internal Service Funds | \$2,504,853 |

Section 2. The amounts appropriated by this ordinance are appropriated to the objects and purposes stated in the adopted budget.

Section 3. Grant funds. (a) If grant funds that are received during the fiscal year exceed the amounts of such funds appropriated by this ordinance by not more than \$25,000, the affected appropriation is increased by the amount of the increase in receipts.

(b) If grant funds that are received during the fiscal year exceed the amounts appropriated by this ordinance by not more than \$25,000 the appropriation from city funds for the affected program may be reduced by the excess if the reduction is consistent with applicable federal and state statutes.

(c) If grant funds that are received during the fiscal year fall short of the amounts appropriated by this ordinance, the affected appropriation is reduced by the amount of the shortfall in receipts.

Section 4. Donations or charitable contributions. If donations or contributions are received during the fiscal year that exceed the amounts of such funds appropriated by this

43 ordinance by not more than \$5,000, the affected appropriation is increased by the amount of
44 the increase in receipts.

45
46 Section 5. A copy of the adopted budget shall be certified by the City Clerk and filed in
47 the office of the City Clerk.

48
49 Section 6. The supporting Line Item Budget detail as presented by the Administration
50 and reviewed by the City Council is incorporated as part of this Budget Ordinance.

51
52 Section 7. The property mill levy is set at 4.5 mills for 2018.

53
54 Section 8. This Ordinance is limited to approval of the Budget and appropriations for
55 Calendar Year 2018, is a non-code Ordinance and shall become effective January 1, 2018.

56
57
58 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this __ day of _____, 2017.

59
60
61 CITY OF HOMER

62
63
64
65 _____
66 BRYAN ZAK, MAYOR

67 ATTEST:
68
69
70 _____
71 MELISSA JACOBSEN, MMC, CITY CLERK

72
73
74 YES:
75 NO:
76 ABSTAIN:
77 ABSENT:
78
79 Introduction:
80 Public Hearing:
81 Second Reading:
82 Effective Date:

83
84

85 Reviewed and approved as to form:

86

87 _____

88 Mary K. Koester, City Manager

89

90 Date: _____

Holly Wells, Attorney

Date: _____

Operating Budget Amendments

| PG | Amendment | Sponsor | Status |
|-----|---|--------------|----------------------|
| 127 | \$9,394 increase in Finance salary and benefits to rearrange duties and hire qualified accountant (decreases contribution to City Hall reserves) | City Manager | |
| 129 | \$20,000 for SPARC from health insurance fund (decreases balance of health insurance fund) | Mayor | Withdrawn by sponsor |
| 131 | \$20,000 increase in funding Homer Foundation for non-profit grant program (decreases contribution to City Hall reserves) | Mayor | |
| 133 | \$90,000 increase in salary and wages across all City funds to fund 1% cost of living adjustment (COLA) (increases draw on health insurance fund) | Mayor | |
| 135 | \$10,000 increase to Library book budget (decreases transfer to Library reserve) | Aderhold | |

Capital Budget Amendments

| | | Sponsor | Status |
|-----|--|----------|--------|
| 139 | \$33,415 from Water Reserves to pay stewardship costs for preserving over 300 acres in Bridge Creek Watershed | Erickson | |
| 141 | \$1,000,000 transfer from health insurance fund to police station project (\$669,212); Port and Harbor Reserves (\$171,429); Water Reserves (\$88,424); Sewer Reserves (\$70,936). | Smith | |

2018 Operating Budget
Amendments
11-27-2017

**City of Homer
2018 Operating Budget**

2018 Proposed Budget Amendment Form

Fund Name: General Fund

Department Number: 0120- Finance and 100-Mayor Council Transfers to Reserves

| Account # | Account name | Page # | Increase | Decrease | Balance |
|-----------|---------------------------------|--------|----------|----------|-----------|
| 5101 | Finance Salary and Wages | 63 | \$7,446 | | \$364,530 |
| 5102 | Finance Fringe Benefits | 63 | \$1,948 | | \$207,359 |
| 5990 | Transfer to (City Hall Reserve) | 47 | | \$9,394 | \$139,713 |
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Rationale:
 Duties in the Finance Department will be reorganized in order to more evenly distribute work load and avoid critical tasks falling through the cracks. This requires a budget amendment to be able to hire a trained accountant to fill a current vacancy. An accountant with education and/or extensive experience in the field is required for the complex operations the City asks of Finance employees and the high standard we hold the department to.

Requested By: _____
 City Manager

Prepared By: _____
 City Manager

**City of Homer
2018 Operating Budget**

2018 Proposed Budget Amendment Form

Fund Name: Health Insurance Fund/ General Fund

Department Number:

| Account # | Account name | Page # | Increase | Decrease | Balance |
|--------------------|-----------------------|--------|----------|----------|----------|
| 600 | Health Insurance Fund | 198 | \$12,039 | | \$0 |
| 100-350-58XX (new) | SPARC | 73 | \$20,000 | | \$20,000 |
| | | | | | |
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Further Explanation of Amendment:

The FY2018 draft budget anticipated a 15% increase in health insurance. This was budgeted for through an allocation of \$1350 per employee per month (up from \$1250 in 2017) through the operating budget, employee contributions increasing by 15%, and a \$381,906 draw from the Health Insurance Fund. The actual negotiated increase came in at 8.2% more than FY2017. This means that for the 2018 budget there is no anticipated draw on the Health Insurance Fund but rather a deposit of \$32,039. This amendment proposes to increase General Fund expenditures by \$20,000, which would result in a \$12,039 deposit in the Health Insurance Fund.

Rationale:

The South Peninsula Athletic and Recreation Center (SPARC) was built last year through a grass roots, community wide effort. The community came together and donated funds, labor and materials. In the spirit of partnership and community, the City provided \$189,000 in capital funding and the Kenai Peninsula Borough provided the land. In the end, the community has a facility where all ages can come together, recreate, and be healthier. This amendment provides \$20,000 in operating funds to SPARC. It is the intent that funds for SPARC be included in the operating budget for 5 years to help the new organization get off the ground. A successful SPARC helps prepare the community for an alternate use of the HERC.

SPARC is an opportunity for the entire community to be proactive in creating healthy citizens and a way to reduce future health care costs for our citizens, city, and state.

withdrawn by sponsor

Requested By: _____
Mayor Zak

Prepared By: _____
City Manager

**City of Homer
2018 Operating Budget**

2018 Proposed Budget Amendment Form

Fund Name: General Fund

Department Number: 0350 (Non-Departmental) and 0100 (Mayor/Council)

| Account # | Account name | Page # | Increase | Decrease | Balance |
|---------------|-------------------------------|--------|----------|----------|-----------|
| 5990-159-0384 | Transfer to City Hall Reserve | 47 | | \$20,000 | \$129,107 |
| 100-5830 | Homer Foundation | 73 | \$20,000 | | \$45,000 |
| | | | | | |
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Rationale:

The Homer Foundation plays an important role for the non-profit community in Homer. As manager of the City of Homer grant program, it provides for the distribution of \$35,000 annually to area non-profits in a professional and thoughtful manner (a combination of the annual appropriation and interest earned on the endowment fund). These funds provide crucial unrestricted operating revenue for Homer area non-profits. Increasing the annual City of Homer contribution will provide expanded support for non-profits in a time of tight budgets around the state and help them weather the economic downturn.

Requested By: _____
Mayor Zak

Prepared By: _____
City Manager

**City of Homer
2018 Operating Budget**

2018 Proposed Budget Amendment Form

Fund Name: All Funds

Department Number: All Departments

| Account # | Account name | Page # | Increase | Decrease | Balance |
|-----------|------------------------------|--------|----------|----------|---------|
| 5102 | Fringe Benefits (city-wide) | | | 90,000 | |
| 5101 | Salary and Wages (city-wide) | | 90,000 | | |

Further Explanation of Amendment:

The FY2018 draft budget anticipated a 15% increase in health insurance. This was budgeted for through an allocation of \$1350 per employee per month (up from \$1250 in 2017) through the operating budget, employee contributions increasing by 15%, and a \$381,906 draw from the Health Insurance Fund. The actual negotiated increase came in at 7.7% more than FY2017 actual. This means that for the 2018 budget all other variables remaining constant, there is no anticipated draw on the Health Insurance Fund but rather a deposit of \$21,535.

This amendment proposes to decrease the per employee allocation for health insurance from \$1350 to \$1275 in order to fund a 1% COLA for employees. The net result of this amendment is a \$71,165 draw on the Health Insurance Fund to cover the remainder of employee health insurance costs.

Rationale:

The employee committee has made several concessions to health insurance in order to find greater savings for this city. These include changing prescription drug coverage and eliminating the more generous 'buy-up' plan as an option for employees. This, combined with aggressive negotiation, has resulted in significantly less than the draft budget presented in Health Insurance costs to the City (a 7.7% increase instead of a 15% increase). In addition, the City needs to consistently inflation proof the wage scale through COLAs to maintain competitive. This is best done through small regular COLAs rather than large sporadic ones that are challenging to budget for.

Requested By: _____
Mayor zak

Prepared By: _____
City Manager

**City of Homer
2018 Operating Budget**

2018 Proposed Budget Amendment Form

Fund Name: General Fund

Department Number: 100-0145 Library/ 100-0100 Mayor Council

| Account # | Account name | Page # | Increase | Decrease | Balance |
|---------------|--------------------------------|--------|----------|----------|----------|
| 100-0145-5228 | Books | 68 | \$10,000 | | \$37,000 |
| 100-0100-5990 | Transfers to (Library Reserve) | 47 | | \$10,000 | \$90,000 |
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Rationale:

Book budget was cut by \$20,000 (43%) in 2016. We relied on a Rasmuson grant to make up much of the difference in 2016. In 2017 we are using up most funds remaining in the Library Donation Fund to get by. Even with those additions, due to budget limitations we are returning worn out books to the shelves, which should be replaced, and are unable to adequately update some sections of the collection, for example Reference (which tends to contain very expensive books) and popular circulating sections, such as health/medical and travel guides.

The price of books continues to rise.

Tumblebooks, our most well-used e-resource with over 8,300 uses in the past year, has been funded either in full or partially for the past two years by private donors and community groups because we could not afford to maintain it. This is not sustainable.

Despite the fact that the Homer Library has now surpassed Soldotna, Kenai and Kodiak in circulation of materials (books, periodicals, A-V), our budget for circulating materials consistently lags behind. It is time to restore at least some funding to the book budget to avoid a deteriorating collection.

Requested By:
Councilmember Aderhold

Prepared By:
City Manager

**2018 Capital Budget
Amendments
11-27-2017**

City of Homer
2018 Capital Budget

2018 Proposed Budget Amendment Form

Fund Name: Water Reserve

Project name: Acreage protection in the Bridge Creek Watershed.

| Account # | Account name | Page # | Increase | Decrease | Balance |
|-----------|----------------|--------|--------------|----------|-----------------|
| 256-0378 | Water Reserves | 158 | \$ 33,415.70 | | \$ 2,603,228.30 |
| | | | | | |
| | | | | | |

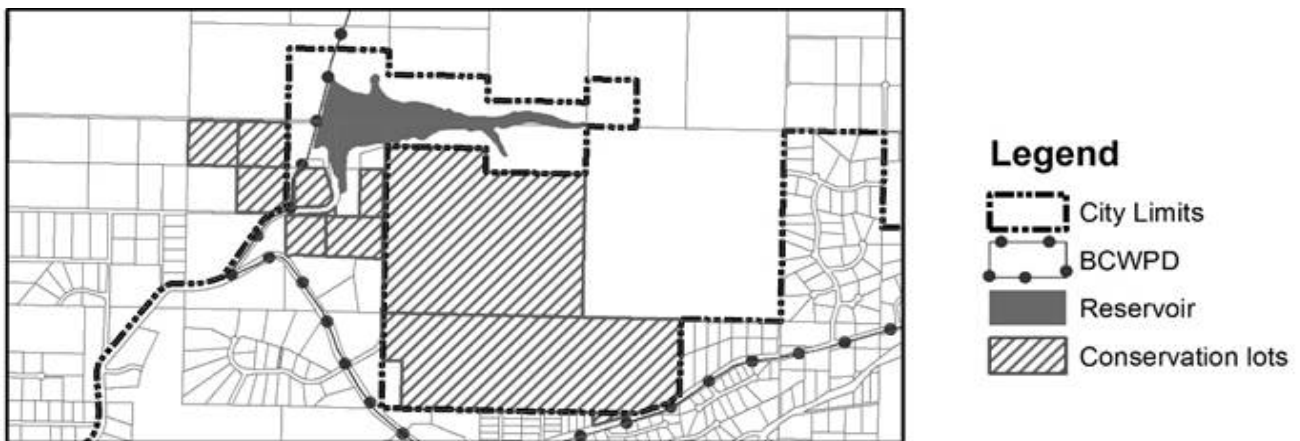
Rationale:

This request for \$33,415.70 will cover the stewardship costs for a Conservation Easement to protect 302 acres into perpetuity. Of the 302 acres, 273.61 acres are within the Bridge Creek Watershed and the other 28.55 acres feed into the anadromous Bridge Creek.

The stewardship costs, \$33,415.70 are paid to Kachemak Heritage Land Trust (KHLT) and cover the annual monitoring, reporting, record keeping, and a federally negotiated indirect overhead rate.

The goal of the Conservation Easement is to protect riparian and wetland water resources, the forest, the wildlife and scenic open space which all contribute to the health of the Bridge Creek Water Shed.

Watershed protection for \$110.59 per acre into perpetuity.



Requested By: _____
Councilmember Erickson

Prepared By: _____
City Manager

**City of Homer
2018 Capital Budget**

2018 Proposed Budget Amendment Form

Fund Name: All Funds

Department Number: All Departments

| Account # | Account name | Page # | Increase | Decrease | Balance |
|--|-------------------------|--------|-----------|-------------|-------------|
| 600 | Health Insurance Fund | 198 | | \$1,000,000 | \$597,502 |
| 156-0376 | Police Station Fund | | \$669,212 | | \$2,299,503 |
| 456-0380 | Port and Harbor Reserve | | \$171,429 | | \$4,166,285 |
| 256-0378 | Water Reserve | | \$88,424 | | \$2,725,068 |
| 256-0379 | Sewer Reserve | | \$70,936 | | \$2,299,206 |
| *excludes FY2018 proposed transfer to reserves and any approved capital projects | | | | | |
| | | | | | |
| | | | | | |

Further Explanation of Amendment:

The FY2018 draft budget anticipated a 15% increase in health insurance. This was budgeted for through an allocation of \$1350 per employee per month (up from \$1250 in 2017) through the operating budget, employee contributions increasing by 15%, and a \$381,906 draw from the Health Insurance Fund. The actual negotiated increase came in at 7.7% more than FY2017. This means that for the 2018 budget there is no anticipated draw on the Health Insurance Fund but rather a deposit of \$21,535.

This amendment proposes to transfer money from each fund that has accumulated in the health insurance fund back into their reserve funds. Under the general fund, it further specifies that the returned funds be allocated to the police station project.

| | FTEs | % Multiplier | \$1 million Split |
|-----------------|--------------|--------------|-------------------|
| General Fund | 67.93 | 0.67 | 669,212 |
| Port and Harbor | 17.40 | 0.17 | 171,429 |
| Water | 8.98 | 0.09 | 88,424 |
| Sewer | 7.20 | 0.07 | 70,936 |
| | | | |
| Total | 101.5 | 100% | 1,000,000 |

Rationale:

It is unreasonable to have almost 1 year of health insurance premiums in the Health Insurance Fund.

Requested By: _____
Councilmember Smith

Prepared By: _____
City Manager

From: janie leask
To: [Department Clerk](#); [Heath Smith](#); [Donna Aderhold](#); [Tom Stroozas](#); [Caroline Venuti](#); [Rachel Lord](#); [Shelly Erickson](#)
Cc: [Bryan Zak](#); [Holly Van Pelt](#)
Subject: 2018 Proposed Budget Amendment
Date: Monday, October 30, 2017 2:47:46 PM

Mayor Zak and members of the City Council:

I read the materials for tonight's meeting and saw the Mayor is proposing, via a 2018 budget amendment, to provide \$20,000/year in operating funds to the SPARC. As the supportive explanation states - it is the intent that funds for SPARC be included in the operating budget for 5 years to help the new organization get off the ground. The city is proposing to provide a total of \$100,000 in funds to the SPARC over this 5-year period.

The most egregious part of this amendment to me is the statement "A successful SPARC helps prepare the community for an alternate use of the HERC. "

Ever since the community voted down the proposal to build the public safety building on the site of the HERC, there's been continued discussion by public officials to repurpose the HERC. I am a big fan of the SPARC. My husband and I were financial contributors to the building of this center and also volunteered in the grassroots building of the SPARC because we know it provides much needed space for additional community recreation. The programs operated through Homer's Community Recreation are incredible and provide a way for citizens of all ages with a variety of options to keep us all moving, thereby helping us to remain healthier.

I'm a user of the HERC and a member of the Pickleball group. We play 5-7 times a week at the HERC. The SPARC's flooring is doesn't work for Pickleball as the ball doesn't bounce. We've had discussions with Daniel Zatz and other members of SPARC and they're aware of this issue. The HERC is a perfect spot for Pickleball, basketball, dancing, and gymnastics. There are rooms downstairs which go unused and for \$20,000 could be fixed up to allow more community activities. It's frustrating there continues to be movements like this budget amendment to close down the HERC when I haven't seen the equivalent energy put toward exploring additional recreational uses for the HERC.

Why doesn't the city invest \$20,000/year to improve the HERC and allow more recreation programs to be housed there vs. giving it to a non-profit? I'm sure there are other recreation-minded non-profits in our community that would love to receive such funding. I have to ask - is it the ultimate intent of this budget amendment to once and for all end community recreation programs in the HERC?

I realize there will be time for additional discussion of this issue.

I've had initial conversations with the Mayor and voiced my concerns re: rumors to either sell/demolish the HERC. I'm assuming the City Council and the Mayor will move forward to hold public conversations on the budget and on this issue. I just wanted to ensure you were aware.

Thank you for your time,

Janie Leask

huntave@yahoo.com
(907) 250-1944

Background information:

The South Peninsula Athletic and Recreation Center (SPARC) was built last year through a grass roots, community wide effort. The community came together and donated funds, labor and materials. In the spirit of partnership and community, the City provided \$189,000 in capital funding and the Kenai Peninsula Borough provided the land. In the end, the community has a facility where all ages can come together, recreate, and be healthier. SPARC is an opportunity for the entire community to be proactive in creating healthy citizens and a way to reduce future health care costs for our citizens, city, and state.

November 17, 2017

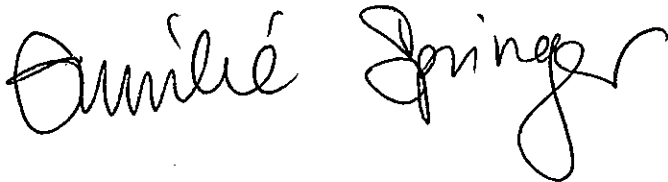
Dear Homer City Council,

On November 14th I visited Big Fireweed to talk to the students about being a member of the Library Advisory Board and to collect their opinions on the following questions:

- 1) Why do you like to have new books at the library?
- 2) What kind of books do you like to read?
- 3) Are there any specific titles you like or ideas for new books at the library?

I received about 40 responses from students in grades 3-6, I'm including 7 of them here. It was important to me to collect responses in their own composition rather than simply asking the questions and taking notes. I can't help but integrate my own background and academic involvement specifically in the genre of oral history and how that contrasts with literal transcription. I believe that by having the students write their own opinion to share with you makes their commentary more genuine. I really appreciate the opportunity to bring these youth voices to Homer's Council. Please feel free to contact me if you have any thoughts or questions on anything presented in this letter.

Sincerely,
Emilie Springer
esspringer@alaska.edu
907-399-1175

A handwritten signature in black ink that reads "Emilie Springer". The signature is written in a cursive style with a large, looped initial "E" and a long, sweeping tail on the "g".

I like to Egypt a mummies and Cleopatra

I like to see now books buy I like to earn.

Sidney Phipps

I like to see and read now books or fantasy books I like to read now books BEACUS STORES can bring us to Bifront PLASIB Surtims that bring us to the Bottom of the ocean or Atr Spas wer the alixins live and Surtims that ivin bring us to vast places wer the Lighins Liv and Lic tatis wife Ixe Love BOKS

I like graphic novels

because they have a lot of adventure and

excitement. These are the names of the graphic

books I like. 1 Amulet 2 Bone and

last but not least Captain Underpants.

I like new book's

because I like reading

the new book's, and

I wish you can

get more ballet

book's cause I

have already read

all the ballet book's

you have, cause I

can't like ballet

book's, ~~can~~?

I hope I get to see
Sally and books about
pirates and there ships
I like pirates so much
AND WHY I want to
get those books is
because I like seen now
books a lot and that
is ok

baseball, hockey books | I like new books

because there's more to choose from.

Leto
i Like new BOOKS
Because i dont have
to Read the same
thing. i Like
fantasy BOOKS
Beacause logic make
Life Boring.

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

3 City Clerk

4 **RESOLUTION 17-086**

5
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
7 AMENDING THE HOMER FEE SCHEDULE UNDER CAMPING FEES.
8

9 WHEREAS, Camping fees for RV and tent camping are increased to be comparable to
10 other communities on the Peninsula.
11

12 NOW, THEREFORE, BE IT RESOLVED that the City Council hereby amends the Homer Fee
13 Schedule Camping fees as follows:
14

15 **CAMPING FEES**

16 (The following fees have been set by legislative enactments, Resolutions 16-109, 15-097(S)(A),
17 05-05, 04-98(S)(A), 99-94, 93-35, 91-34 and; 91-20(S)).
18

19 “Campground” means an area owned, controlled, developed and/or maintained by the City,
20 which contains one or more improved campsites or contains adequate area for one or more
21 unimproved campsites.
22

23 “Camping” means:

- 24 1. The erection of, or occupancy of any tent.
25 2. The placing or leaving of any items normally found at a campsite within campsite such
26 as cook stoves, lanterns, sleeping bags or bedding.
27 3. Parking of any camper unit in any area owned or controlled by the City that has been
28 designated a camping area by official signs, in excess of twenty-four hours.
29

30 “Camping Season” means that period of time from April 1 through October 30.
31

32 RV \$ ~~20~~ **24**/day
33

34 All other camping \$ ~~13~~ **15**/day
35

36 All fees inclusive of sales tax.
37
38

39 PASSED AND ADOPTED by the City Council of Homer, Alaska, this _____ day of _____
40 _____, 2017.
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CITY OF HOMER

BRYAN ZAK, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Note: Revenue amounts not defined in CY2018 budget.

**CITY OF HOMER
HOMER, ALASKA**

City Clerk

RESOLUTION 17-086(S)

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
MAINTAINING THE CITY OF HOMER FEE SCHEDULE AT THE
CURRENT RATES.

WHEREAS, Fees are reviewed annually during the budget cycle; and

WHEREAS, It was determined there were no rate adjustments to the City of Homer Fee
Schedule at this time.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby maintains the City of
Homer Fee Schedule at the current rates.

PASSED AND ADOPTED by the City Council of Homer, Alaska, this _____ day of _____
_____, 2017.

CITY OF HOMER

BRYAN ZAK, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Note: N/A

ORDINANCE REFERENCE SHEET
2017 ORDINANCE
ORDINANCE 17-39

Ordinance 17-39, An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating a Grant from the Alaska Highway Safety Office in the Amount of \$39,488 for the Homer Police Department Project Drive and Authorizing the City Manager to Execute the Appropriate Documents.

Sponsor: City Manager/Police Chief

1. Council Regular Meeting October 30, 2017 Introduction
 - a. Memorandum 17-132 from Police Chief as backup
2. Council Regular Meeting November 27, 2017 Public Hearing and Second Reading
 - a. Memorandum 17-132 from Police Chief as backup

**CITY OF HOMER
HOMER, ALASKA**

City Manager/Police Chief

ORDINANCE 17-39

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA, ACCEPTING AND APPROPRIATING A GRANT FROM THE ALASKA HIGHWAY SAFETY OFFICE IN THE AMOUNT OF \$39,488 FOR THE HOMER POLICE DEPARTMENT PROJECT DRIVE AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE APPROPRIATE DOCUMENTS.

WHEREAS, The City submitted a grant application for the Homer Police Department Project Drive; and

WHEREAS, Homer Police Department started Project Drive in 2014 and used the grant funds to purchase a utility vehicle and trailer, Fatal Vision Goggles that simulate various blood alcohol level and either day or night conditions, and associated equipment; and

WHEREAS, This year the funds will be used to continue to conduct clinics at annual events and in cooperation with local schools where students are given an opportunity to drive the utility vehicle with a police officer while wearing Fatal Vision Goggles in an effort to educate youth about the risks involved with driving under the influence; and

WHEREAS, The State awarded the grant in the amount of \$39,488, requiring a local match of \$4383.20 which was included in the 2017 budget.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby accepts and appropriates a Grant from the Alaska Highway Safety Office in the amount of \$39,488 for Homer Police Department Project Drive as follows:

| Revenue: | | |
|--------------------|------------------------------------|---------------|
| <u>Account No.</u> | <u>Description</u> | <u>Amount</u> |
| 151-7003 | Alaska Highway Safety Office Grant | \$39,488 |

Section 2. The City Manager is authorized to execute the appropriate documents.

Section 3. This is a budget amendment ordinance, is temporary in nature, and shall not be codified.

43 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this __ day of _____, 2017.

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CITY OF HOMER

BRYAN ZAK, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

Introduction:

Public Hearing:

Second Reading:

Effective Date:

Reviewed and approved as to form:

Mary K. Koester, City Manager

Holly Wells, Attorney

Date: _____

Date: _____



CITY OF HOMER

POLICE DEPARTMENT

4060 HEATH STREET HOMER, AK 99603-7609

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

MEMORANDUM 17-132

DATE: October 11, 2017
TO: Katie Koester, City Manager
FROM: *MR*
Mark Robl, Chief of Police
SUBJECT: Project Drive Grant

The State has refunded our project Drive program for 2018 with a new grant in the amount of \$39,488. I request we obtain council approval to accept this grant.

We started Project Drive in 2014. The goal of the project is to positively engage youth in our community with an emphasis on educating them about the risks involved with driving under the influence. Our target audience is children between 13 and 18 years of age. We conduct clinics at annual events and in cooperation with our local schools focusing on alcohol education and awareness. Students are given the opportunity to drive a utility vehicle with a police officer while wearing Fatal Vision Goggles which simulate various blood alcohol levels and either day or night conditions. The project has become very popular and we have had requests to deliver it in other communities. We typically comply with requests from other areas as long as the entire cost of doing so is paid by the grant.

Since beginning Project Drive, we have seen the annual average number of Minor Consuming Alcohol arrests decline from 16 to 5.8, the annual average number of minors being charged with operating a vehicle after consuming alcohol has gone down from 7.8 to 3.2. During this same time frame we have seen our average annual number of DUI arrests decline from 102.6 to 75.8. We have been participating in a grant funded program putting more officers on the streets around the holidays during this same time frame. This program is more focused on targeting the DUI situation in general than Project Drive is but the two are related.



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

Department of Transportation and Public Facilities

Program Development
Alaska Highway Safety Office

3132 Channel Drive, Suite 200
P.O. Box 112500
Juneau, AK 99811-2500
Main: (907) 465-6994
(907) 465-6984
dot.state.ak.us

September 1, 2017

Ryan Browning, Sergeant
Homer Police Department
4060 Heath Street
Homer, Alaska 997603

RE: FFY2018 Homer PD Project Drive

Sergeant Browning:

Congratulations! Your Federal Fiscal Year (FFY) 2018 grant application titled FFY2018 Homer PD Project Drive is approved in the amount of \$39,488.00. The attached agreement includes your project budget, required Sub-grantee match, project timeline, agreement conditions, and certification regarding federal lobbying. You must complete the information on the first page, and you and your agency's financial manager must sign the form. In addition, your grant project manager must sign both Section 3: Agreement Conditions and Section 4: Certification Regarding Federal Lobbying. Please mail the entire grant agreement document with original signatures to the Alaska Highway Safety Office (AHSO) at the address on this letterhead.

This letter and the attached grant agreement comprise the entire executed agreement for this grant. Any modifications to your initial proposal are reflected in this executed agreement. Any concerns regarding your executed agreement must be addressed and resolved prior to the expenditure of grant funds.

All applicable forms and documents related to your grant can be found online on the AHSO website at <http://www.dot.state.ak.us/stwdplng/hwysafety/forms.shtml>. The "Authorized to Proceed Date" for this agreement is October 1, 2017. The "Agreement Termination Date" is September 30, 2018. The only costs eligible for reimbursement under this agreement are those incurred within these dates.

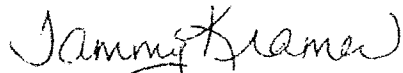
Before receiving a Notice to Proceed (NTP) which will allow your agency to proceed with this agreement, your grant program manager and agency financial officer must participate the **mandatory** "Pre-Activity" meeting scheduled by the AHSO for Wednesday, September 27, 2017, from 1:30p – 4:30p. The Pre-Activity meeting will be held in Anchorage at the DPS Alaska Bureau of Investigation building, located at 5500 East Tudor Rd, conference room. The AHSO representative assigned to this agreement is Miles Brookes and can be contacted at (907) 465-8532. If you cannot attend this mandatory meeting please contact me at 465-8944.

Please note that this agreement is to be funded under the federal grant program that begins October 1, 2017. This grant is funded under Catalog of Federal Domestic Assistance (CFDA) Number 20.616, Section 405d, Impaired Driving Countermeasures, FAIN#18X92045D0AK. **Funding of this agreement is dependent upon the availability of federal funds as appropriated and obligated by the US Department of Transportation for FFY 2018.** Should any change in federal funding adversely affect the AHSO's ability to implement an approved

agreement, the AHSO reserves the right to revise or terminate any approved grant in writing. The AHSO reserves the right to limit grant amounts at any time based on performance and/or available funding.

We look forward to working with you in FFY 2018 to improve highway traffic safety in Alaska.

Sincerely,



Tammy Kramer
Administrator
Alaska Highway Safety Office

Attachment

Cc:

Mark Robl, Chief Homer Police
Elizabeth Walton, Finance Director City of Homer



**FFY 2018
Subgrantee Meeting
Acknowledgements**

State of Alaska
Department of Transportation & Public Facilities
Alaska Highway Safety Office (AHSO)
P.O. 112500; Suite #200
Juneau, AK 99811-2500
Ph: 907-465-8944
Fax: 907-465-6984
www.dot.alaska.gov/ahso

| Grant Number: | | COMPLETE ONE FORM PER GRANT |
|---------------|----|---|
| YES | NO | Place a check mark next to each statement as appropriate for the above referenced grant. |
| X | | The grant project manager and fiscal officer attended the 10/10/2017 FFY2018 Subgrantee meeting. |
| X | | We have returned the Grant Agreement for the above referenced grant and understand that the amount identified is the not to exceed amount. |
| X | | We were <u>not</u> provided a Notice To Proceed (NTP) for the above referenced grant. Our agency cannot begin grant related activity until an NTP is received. Upon receipt of an NTP we understand that the amount identified in the NTP is the not to exceed amount. |
| X | | We understand that the award of grant funding is subject to the availability of Federal funding and that the AHSO may incrementally fund any awarded grant at any time during the grant period. |
| X | | We understand the BUY AMERICA requirement prohibits the purchase of products not produced in the United States. Our agency will not place an order for, or make a purchase of, any such product(s) without a written waiver from the U.S. Department of Transportation. We will submit a waiver request for products not produced in the U.S. to the AHSO. |
| X | | We understand that requests to purchase equipment over \$5,000 must be approved by NHTSA and the AHSO before the equipment is purchased. |
| X | | We understand that we cannot purchase any type of promotional items. |
| X | | We understand that our agency must identify the AHSO as the sponsor or co-sponsor in any public information materials developed under a highway safety project and that Alaska's "Target Zero" logo or wording to support the Alaska SHSP and the type or national/state slogan of the current national or state driver behavior program (if applicable) must also be included on the same materials. |
| X | | We understand that our agency must keep a separate account for all income generated from the grant program, submit an income report documenting the amount generated to the AHSO each quarter, and that any program income must be used for the same highway safety purpose that generated the income. |
| X | | We understand that AHSO pre-approval is required for all out-of-state grant related travel and that one travel scholarship request per person must be submitted to the AHSO no less than 90 days before the travel date. |

The undersigned acknowledge their understanding of the above information presented at the September 27, 2017 AHSO Subgrantee Meeting and that any grant funds received from the AHSO are subject to all State and Federal government regulations.

Subgrantee Grant Project Manager

Printed Name:

Ryan Brown

Signature:

Date:

9-28-17

Subgrantee Fiscal Officer:

Printed Name:

Elizabeth Walton

Signature:

Date:

10-3-17

AHSO ONLY:

Accepted by:

Date:



FFY 2018 HIGHWAY SAFETY GRANT AGREEMENT

State of Alaska
Department of Transportation & Public Facilities
Alaska Highway Safety Office (AHSO)
P.O. 112500; Suite #200
Juneau AK 99811-2500
Ph: 907-465-4070
Fax: 907-465-6984
www.dot.alaska.gov/ahso

| | | |
|---|----------------|---------------------------|
| Sub-grantee Agency Name and Address: | | Grant Title: |
| Homer Police Department 4060 Heath Street Homer, Alaska 99603 | | Homer PD Project Drive |
| Project Manager: <u>Sgt. Ryan Browning</u> | | Grant Location: |
| Non-Profit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | Homer, Alaska |
| Grant Period: | | |
| Begin: 10/1/2017 | End: 9/30/2018 | Effective Date: 10/1/2017 |

Other Federal or State Support (If using other Federal support on this project, it must be identified and explained):

| COST CATEGORY | AHSO | MATCH | TOTAL |
|--|---------------------|--------------------|---------------------|
| A. Personnel Services | \$ 12,448.80 | \$ 1,383.20 | \$ 13,832.00 |
| B. In-State/Out of State(if applicable) Travel & Per Diem | \$ 27,000.00 | \$ 3,000.00 | \$ 30,000.00 |
| C. Contractual Services | | | |
| D. Commodities | | | |
| E. Equipment | | | |
| F. Indirect Costs | | | |
| Total | \$ 39,448.80 | \$ 4,383.20 | \$ 43,832.00 |

Acceptance of conditions: It is understood and agreed by the undersigned that any grant funds received from the AHSO are subject to all State and Federal government regulations. This project does or will constitute an official part of the Highway Safety Program of the State of Alaska, and will meet all requirements and administrative regulations of the National Highway Traffic Safety Administration and Federal Highway Administration. The undersigned also agree to perform those activities detailed in the attached proposal and will maintain records documenting expenditure of funds for the activities. Subject to the availability of Federal funding, reimbursement will be made upon submission of a reimbursement voucher following completion of monthly grant activities, including an update on grant performance measures. Final reimbursement claim will not be processed until all four Quarterly Reports, Equipment Record (if purchased), and Annual Evaluation Report are submitted to, and received by, the AHSO.

| | |
|------------------------------------|---------------------------------------|
| Sub-grantee Financial Manager: | Phone: 907-435-3117 |
| Title: <u>Finance Director</u> | E-mail: <u>ewalton@ci.homer.ak.us</u> |
| Signature: <u>Elizabeth Walton</u> | Fax: 907-235-3140 |
| Date: <u>9-29-17</u> | |
| Sub-grantee Authorizing Official: | Phone: 907-235-3150 |
| Title: <u>Chief</u> | E-mail: <u>mrsbl@ci.homer.ak.us</u> |
| Signature: <u>Mark Roly</u> | Fax: 907-235-3151 |
| Date: <u>9-28-17</u> | |

AHSO ONLY:

| | |
|----------------------------------|------------------------------|
| AHSO Administrator: Tammy Kramer | Grant #: 405dM5X-18-01-00(C) |
| | IRIS Program(AKSAS PJ): |
| | IRIS Phase: TH405D |
| Approved By: | Fund/Program Area: 405d |
| Date: | Activity(Program Code): 289P |
| | Vendor #: CIH84724 |

Section 1. Project Budget

| | AHSO | Subgrantee Match | Total |
|--|---------------------|--------------------|---------------------|
| A. Personnel Services – Payroll | | | |
| 1. Officer Overtime for Project Drive Events | \$ 12,448.80 | \$ 1,383.20 | \$ 13,832.00 |
| 2. | | | |
| 3. | | | |
| <i>Personnel Services Total:</i> | \$ 12,448.80 | \$ 1,383.20 | \$ 13,832.00 |
| B. In-State Travel & Per Diem | | | |
| 1. Travel Expenses for Project Drive Events | \$ 27,000.00 | \$ 3,000.00 | \$ 30,000.00 |
| 2. | | | |
| 3. | | | |
| <i>In-State Travel/Out of State(if applicable) & Per Diem Total:</i> | \$ 27,000.00 | \$ 3,000.00 | \$ 30,000.00 |
| C. Contractual Services | | | |
| 1. | | | |
| 2. | | | |
| 3. | | | |
| <i>Contractual Services Total:</i> | | | |
| D. Commodities | | | |
| 1. | | | |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| <i>Commodities Total:</i> | | | |
| E. Equipment | | | |
| 1. | | | |
| 2. | | | |
| 3. | | | |
| <i>Equipment Total:</i> | | | |
| G. Indirect Costs | | | |
| 1. | | | |
| <i>Indirect Costs Total:</i> | | | |
| TOTAL PROJECT COSTS: | \$ 39,448.80 | \$ 4,383.20 | \$ 43,832.00 |

ORDINANCE REFERENCE SHEET
2017 ORDINANCE
ORDINANCE 17-40

Ordinance 17-40, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Title 3 Chapter 3.01 Budget by Adding a New Section That Establishes a Minimum Annual Transfer in the Operating Budget of Homer Accelerated Road and Trails Funds for Road and Trail Capital Improvements.

Sponsor: Smith/Aderhold

1. Council Regular Meeting October 30, 2017 Introduction
 - a. Memorandum 17-133 from City Manager as backup
2. Council Regular Meeting November 27, 2017 Public Hearing and Second Reading
 - a. Memorandum 17-133 from City Manager as backup

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

3 Smith/Aderhold

4 **ORDINANCE 17-40**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
7 AMENDING HOMER CITY CODE TITLE 3 CHAPTER 3.05 BUDGET BY
8 ADDING A NEW SECTION THAT ESTABLISHES A MINIMUM ANNUAL
9 TRANSFER IN THE OPERATING BUDGET OF HOMER ACCELERATED
10 ROAD AND TRAILS (HART) FUNDS FOR ROAD AND TRAIL CAPITAL
11 IMPROVEMENTS.
12

13 WHEREAS, Homer City Code Chapter 3.05 establishes the procedures, guidelines and
14 rules for the annual budget; and
15

16 WHEREAS, In October 0f 2017 Homer voters approved Ballot Measure 1 allowing the ¾%
17 sales tax collected for Homer Area Roads and Trails (HART) to be spent on maintenance of
18 roads and trails; and
19

20 WHEREAS, It is appropriate to establish guidelines in Homer City Code that ensure a
21 minimum recommended amount is reserved for HART capital projects; and
22

23 WHEREAS, Estimated annual expenditures in the near future for HART road capital
24 expenditures such as the City portion of road improvement special assessment districts, storm
25 drain rehabilitation and paving projects equals \$504,306; and
26

27 WHEREAS, The HART Policy Manual allocates 10% of HART annually to trail projects;
28 and
29

30 WHEREAS, A line item in the 2019 budget should be added for trail maintenance in order
31 to allow the City to track trail maintenance expenditures and give greater attention to
32 maintaining municipal trail infrastructure.
33

34 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
35

36 Section 1. Homer Municipal Code Chapter 3.05 is hereby amended by adding a new
37 section, as follows:
38

39 3.05.017 Minimum Annual Transfer for Homer Accelerated Roads and Trail Capital Accounts
40

41 The annual budget will transfer a minimum of \$550,000 of the ¾% dedicated sales tax levied
42 for Homer Accelerated Roads and Trails exclusively for the purpose of funding street

43 reconstruction improvements and related utilities, construction of new local roads, and
44 construction of new local trails.

45
46 Section 2. This Ordinance is of a permanent and general character and shall be included
47 in the City Code.

48
49 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this _____ day of _____, 2017.

50
51 CITY OF HOMER

52
53
54 _____
55 BRYAN ZAK, MAYOR

56 ATTEST:
57
58 _____
59 MELISSA JACOBSEN, MMC, CITY CLERK

60
61 YES:
62 NO:
63 ABSTAIN:
64 ABSENT:
65
66 First Reading:
67 Public Hearing:
68 Second Reading:
69 Effective Date:

70
71 Reviewed and Approved as to form and content:

72
73
74 _____
75 Katie Koester, City Manager

72
73
74 _____
75 Holly Wells, City Attorney

76
77 Date: _____

76
77 Date: _____



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue
Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

Memorandum 17-133

TO: Mayor Zak and Homer City Council
 FROM: Katie Koester, City Manager
 DATE: October 25, 2017
 SUBJECT: Ordinance 17-40 and Resolution 17-092

The purpose of this memo is to explain the parameters outlined in the proposed Ordinance and Resolution for the expenditure of Homer Accelerated Roads and Trails (HART) funds on maintenance of roads and trails.

Ordinance 17-40 in combination with Resolution 17-092 proposes that at a minimum \$550,000 of HART funds collected in any given year be reserved for capital expenditures (\$500,000 for roads and \$50,000 for trails). Resolution 17-092 establishes the same parameters for the HART Trails set aside as Ordinance 17-40 does for roads by amending the HART Policy Manual. Because the 10% dedication for trails is in the Policy Manual and not City Code, the Trails parameters need to be adopted by resolution, not ordinance.

The existing balance of the HART fund (currently approximately \$5.2 million) would remain available for future capital projects.

2017 value of HART (3/4% sales tax): \$1.284m

| HART ROADS | | HART TRAILS | |
|---|-----------|---|-----------------------|
| Annual amount of HART road (HART – 10% for HART trails)* | \$1.156m | Annual amount of HART trails (10% of HART)* | \$128,400 |
| Anticipated annual draw on HART Roads for capital projects based on historical experience | \$504,306 | Recommended minimum annual set aside for HART trails for capital projects | \$50,000 |
| HART road remainder available for road maintenance (operating budget transfer) | \$656,000 | HART trails remainder available for maintenance (recommend line item created for this in 2019 budget) | \$78,400 |
| 2017 budget for road maintenance (paved roads + gravel roads + winter roads) | \$717,000 | 2017 budget for trail maintenance | Not currently tracked |

*Based on 2017 budget

Logistics. What will using HART for maintenance look like in the 2019 budget?

The 2019 budget will create an operating transfer into General Fund Revenue for HART road maintenance and HART trail maintenance. The HART road maintenance funds will offset expenditures on gravel, paved, and winter road maintenance. Since historically the City has not tracked trail maintenance expenditures, I recommend creating an item in the Parks and Cemetery budget for trail maintenance with a budget directly from HART Trails separately from other parks-related expenditures. The Parks Art Recreation and Culture Advisory Commission could advise on how to best spend these funds to maintain Homer's existing trail infrastructure. This could include purchasing trail maintenance equipment, materials such as gravel, signage and typar; and any associated labor. Any HART funds that are not budgeted and spent on specific maintenance expenditures will lapse into the HART capital funds until appropriated.

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

Smith/Aderhold

3
4 **RESOLUTION 17-092**

5
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
7 AMENDING THE HOMER ACCELERATED ROADS AND TRAILS
8 PROGRAM (HART) POLICY MANUAL TO THE HART CAPITAL
9 IMPROVEMENTS POLICY MANUAL AND ESTABLISHING MINIMUM
10 SET ASIDES FOR CAPITAL IMPROVEMENTS.

11
12 WHEREAS, Homer Accelerated Road and Trail (HART) is a ¾% sales dedicated to roads
13 and trails; and

14
15 WHEREAS, In October of 2017 City of Homer voters approved Ballot Proposition 1 that
16 allowed Homer Accelerated Road and Trail funds to be spent on road and trail maintenance;
17 and

18
19 WHEREAS, Homer City Council is considering revisions to Homer City Code to restrict
20 what can be spent on road and trail maintenance in the annual budget and establish a
21 minimum set aside for HART capital improvement projects; and

22
23 WHEREAS, Updating the HART Policy Manual to the HART Capital Improvements
24 Policy Manual differentiates between HART funds that are used for capital projects and HART
25 funds that can be used in the operating budget for road and trail maintenance; and

26
27 WHEREAS, Revisions to the HART Policy Manual provide further guidance on the
28 required minimum set aside for roads capital improvements and trail capital improvements.

29
30 NOW, THEREFORE, BE IT RESOLVED THAT the title of the Manual is amended to read
31 as follows (additions bold and underlined; deletions stricken through):

32
33 H.A.R.T. **CAPITAL IMPROVEMENTS** POLICY MANUAL

34
35 BE IT FURTHER RESOLVED THAT the first sentence of paragraph I of the manual is
36 amended to read as follows:

37
38 I.PURPOSE

39 The purpose of the HART **Capital Improvement** program (**referred to hereafter as**
40 **HART program**) is to pay for reconstructing substandard city roads, upgrading
41 existing roads, and constructing new streets and non-motorized trails.
42

[Deleted language stricken; Added language bolded and underlined]

43 BE IT FURTHER RESOLVED THAT Paragraph V of the manual is amended to read as
44 follows:

45
46 V.FINANCING AND ASSESSMENTS
47 This program is funded by a dedicated sales tax of up to three quarters of one percent
48 (3/4%), and the collection of assessment payments due from completed projects.
49 **Roads are allocated 90% of the annual revenue, and trails are allocated 10%.**
50 **Homer City Code requires that annually no less than \$550,000 is set aside for**
51 **capital road and trail improvements. Of that amount, a minimum of \$500,000**
52 **shall be set aside for road capital improvements and \$50,000 for trail capital**
53 **improvements.** The tax will be collected for up to twenty years expiring December 31,
54 2017, as approved by voters. ~~Roads are allocated 90% of the annual revenue, and~~
55 ~~trails are allocated 10%.~~ Expenditures under the HART program are subject to the
56 availability of funds.

57
58 PASSED AND ADOPTED by the Homer City Council this _____ day of _____ 2017.

59
60 CITY OF HOMER

61
62
63 _____
64 BRYAN ZAK, MAYOR

65
66 ATTEST:

67
68
69 _____
70 MELISSA JACOBSEN, MMC, CITY CLERK

ORDINANCE REFERENCE SHEET
2017 ORDINANCE
ORDINANCE 17-41

Ordinance 17-41, An Ordinance of the City Council of Homer, Alaska, Authorizing the City Manager to Purchase Kenai Peninsula Borough Parcel 18103418, 'Lot 42' from the Alaska Mental Health Trust Authority in the Amount of \$550,600, Acquire Quitclaim Deeds on Parcels on which both the City and the Trust Claim Ownership interests and Authorizing an Expenditure of \$250,600 from the Port and Harbor Enterprise Fund and a \$300,000 Loan from the General Fund for that Purpose.

Sponsor: City Manager

1. Council Regular Meeting October 30, 2017 Introduction
 - a. Memorandum 17-134 from City Manager as backup
 - b. Aerial Photos
 - c. KPB Assessment History
 - d. Amortization Schedule

2. Council Regular Meeting November 27, 2017 Public Hearing and Second Reading
 - a. Memorandum 17-134 from City Manager as backup
 - b. Aerial Photos
 - c. KPB Assessment History
 - d. Amortization Schedule
 - e. Memorandum 17-141 from City Manager as backup

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

3 City Manager

4 **ORDINANCE 17-41**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
7 AUTHORIZING THE CITY MANAGER TO PURCHASE KENAI PENINSULA
8 BOROUGH PARCEL 18103418, 'LOT 42,' FROM THE ALASKA MENTAL
9 HEALTH TRUST AUTHORITY IN THE AMOUNT OF \$550,600, ACQUIRE
10 QUITCLAIM DEEDS ON PARCELS ON WHICH BOTH THE CITY AND THE
11 TRUST CLAIM OWNERSHIP INTERESTS AND AUTHORIZING AN
12 EXPENDITURE OF \$250,600 FROM THE PORT AND HARBOR
13 ENTERPRISE FUND AND A \$300,000 LOAN FROM THE GENERAL FUND
14 TO THE PORT AND HARBOR ENTERPRISE FUND FOR THAT PURPOSE.
15

16 WHEREAS, Lot 42 is located on the Homer Spit at the mouth of the Homer Harbor and
17 is currently leased by Icicle Seafoods as part of their Homer-based fish processing operations;
18 and
19

20 WHEREAS, The City Administration has been in negotiations with Alaska Mental Health
21 Trust Authority Land Office ("TLO") for 3 years regarding Lot 42 and a long piece of land
22 extending into the mouth of the Harbor in which the City and the TLO claimed conflicting
23 ownership rights (This property is described in Exhibit A to this Ordinance and hereafter called
24 the "Core Harbor Property"); and
25

26 WHEREAS, The purchase of Lot 42 is in the best interest of the Port and Harbor who will
27 benefit from owning land near the Fish Dock; and
28

29 WHEREAS, Acquisition of quitclaim deeds from the Trust for the Core Harbor Property
30 ensures the City has clean title of property essential to the City's Harbor operation and
31 management and protects the City from potentially costly litigation and/or administrative
32 disputes between the City and the Trust; and
33

34 WHEREAS, Homer City Code 18.06.040 authorizes the acquisition of real property; and
35

36 WHEREAS, Splitting the purchase between the Port and Harbor Enterprise Fund and a
37 low interest loan from the General Fund to the Port and Harbor Enterprise mitigates the
38 financial hit to either fund and allows the City General Fund a guaranteed return on investment
39 of 3%; and
40

41 WHEREAS, The City of Homer recently entered into a long term lease with Icicle
42 Seafoods for Lot 41; and

43 WHEREAS, Revenue from the leasing of Lot 42 will generate an estimated return on
44 investment of 16 years.

45
46 NOW THEREFORE, The City of Homer Ordains:

47
48 Section 1: The FY 2017 Operating Budget is hereby amended by appropriating \$250,600
49 from the Port and Harbor Depreciation Reserve for the purchase of Kenai Peninsula Borough
50 Parcel No. 18103418.

51
52 Section 2: The FY 2017 Operating Budget is further amended by authorizing a \$300,000
53 loan over 10 years at 3% with no penalty for early pay off from the General Fund to the Port
54 and Harbor Enterprise Fund for the purchase of Kenai Peninsula Borough Parcel No. 18103418
55 with the first payment due in 2018.

56
57 Section 3: The City Council approves the acquisition of Lot 42 and the Core Harbor
58 Property for \$550,600 subject to the City Attorney's review as to form and the essential terms
59 reflected in this Ordinance. The City Manager retains the ability to negotiate all other terms of
60 the acquisition and related agreements, deeds, and other documents.

61
62 Section 4: This ordinance is a budget amendment ordinance, is not permanent in
63 nature, and shall not be codified.

64
65 ENACTED BY THE CITY COUNCIL OF THE CITY OF HOMER THIS ___ DAY OF _____,
66 2017.

67
68 CITY OF HOMER

69
70 _____
71 BRYAN ZAK, MAYOR

72
73 ATTEST:

74
75 _____
76 MELISSA JACOBSEN, MMC, CITY CLERK

77
78 YES:

79 NO:

80 ABSTAIN:

81 ABSENT:

82
83 First Reading:

84 Public Hearing:

85 Second Reading:

86 Effective Date:

87

88 Reviewed and approved as to form:

89

90

91

92 _____
Mary K. Koester, City Manager

93

94 Date: _____

Holly Wells, City Attorney

Date: _____

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

Erickson

3
4 **ORDINANCE 17-41(S)**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
7 AUTHORIZING THE CITY MANAGER TO PURCHASE KENAI PENINSULA
8 BOROUGH PARCEL 18103418, 'LOT 42,' FROM THE ALASKA MENTAL
9 HEALTH TRUST AUTHORITY IN THE AMOUNT OF \$550,600, ACQUIRE
10 QUITCLAIM DEEDS ON PARCELS ON WHICH BOTH THE CITY AND THE
11 TRUST CLAIM OWNERSHIP INTERESTS AND AUTHORIZING AN
12 EXPENDITURE OF ~~\$250,600~~ **\$550,600** FROM THE PORT AND HARBOR
13 ENTERPRISE FUND ~~AND A \$300,000 LOAN FROM THE GENERAL FUND~~
14 ~~TO THE PORT AND HARBOR ENTERPRISE FUND~~ FOR THAT PURPOSE.
15

16 WHEREAS, Lot 42 is located on the Homer Spit at the mouth of the Homer Harbor and
17 is currently leased by Icicle Seafoods as part of their Homer-based fish processing operations;
18 and
19

20 WHEREAS, The City Administration has been in negotiations with Alaska Mental Health
21 Trust Authority Land Office ("TLO") for 3 years regarding Lot 42 and a long piece of land
22 extending into the mouth of the Harbor in which the City and the TLO claimed conflicting
23 ownership rights (This property is described in Exhibit A to this Ordinance and hereafter called
24 the "Core Harbor Property"); and
25

26 WHEREAS, The purchase of Lot 42 is in the best interest of the Port and Harbor who will
27 benefit from owning land near the Fish Dock; and
28

29 WHEREAS, Acquisition of quitclaim deeds from the Trust for the Core Harbor Property
30 ensures the City has clean title of property essential to the City's Harbor operation and
31 management and protects the City from potentially costly litigation and/or administrative
32 disputes between the City and the Trust; and
33

34 WHEREAS, Homer City Code 18.06.040 authorizes the acquisition of real property; and
35

36 ~~WHEREAS, Splitting the purchase between the Port and Harbor Enterprise Fund and a~~
37 ~~low interest loan from the General Fund to the Port and Harbor Enterprise mitigates the~~
38 ~~financial hit to either fund and allows the City General Fund a guaranteed return on investment~~
39 ~~of 3%; and~~
40

41 WHEREAS, The City of Homer recently entered into a long term lease with Icicle
42 Seafoods for Lot 41; and

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WHEREAS, Revenue from the leasing of Lot 42 will generate an estimated return on investment of 16 years.

NOW THEREFORE, The City of Homer Ordains:

Section 1: The FY 2017 Operating Budget is hereby amended by appropriating ~~\$250,600~~ **\$550,600** from the Port and Harbor Depreciation Reserve for the purchase of Kenai Peninsula Borough Parcel No. 18103418.

~~Section 2: The FY 2017 Operating Budget is further amended by authorizing a \$300,000 loan over 10 years at 3% with no penalty for early pay off from the General Fund to the Port and Harbor Enterprise Fund for the purchase of Kenai Peninsula Borough Parcel No. 18103418 with the first payment due in 2018.~~

Section 3 2: The City Council approves the acquisition of Lot 42 and the Core Harbor Property for \$550,600 subject to the City Attorney’s review as to form and the essential terms reflected in this Ordinance. The City Manager retains the ability to negotiate all other terms of the acquisition and related agreements, deeds, and other documents.

Section 4 3: This ordinance is a budget amendment ordinance, is not permanent in nature, and shall not be codified.

ENACTED BY THE CITY COUNCIL OF THE CITY OF HOMER THIS ___ DAY OF _____, 2017.

CITY OF HOMER

BRYAN ZAK, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:
NO:
ABSTAIN:
ABSENT:
First Reading:

85 Public Hearing:

86 Second Reading:

87 Effective Date:

88

89 Reviewed and approved as to form:

90

91

92

93 _____
Mary K. Koester, City Manager

94

95 Date:_____

Holly Wells, City Attorney

Date:_____

**CITY OF HOMER
HOMER, ALASKA**

Mayor

ORDINANCE 17-41(S)

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA, AUTHORIZING THE CITY MANAGER TO PURCHASE KENAI PENINSULA BOROUGH PARCEL 18103418, 'LOT 42,' FROM THE ALASKA MENTAL HEALTH TRUST AUTHORITY IN THE AMOUNT OF \$550,600, ACQUIRE QUITCLAIM DEEDS ON PARCELS ON WHICH BOTH THE CITY AND THE TRUST CLAIM OWNERSHIP INTERESTS AND AUTHORIZING AN EXPENDITURE OF \$250,600 FROM THE PORT AND HARBOR ENTERPRISE FUND AND A \$300,000 LOAN FROM THE GENERAL FUND TO THE PORT AND HARBOR ENTERPRISE FUND FOR THAT PURPOSE.

WHEREAS, Lot 42 is located on the Homer Spit at the mouth of the Homer Harbor and is currently leased by Icicle Seafoods as part of their Homer-based fish processing operations; and

WHEREAS, The City Administration has been in negotiations with Alaska Mental Health Trust Authority Land Office ("TLO") for 3 years regarding Lot 42 and a long piece of land extending into the mouth of the Harbor in which the City and the TLO claimed conflicting ownership rights (This property is described in Exhibit A to this Ordinance and hereafter called the "Core Harbor Property"); and

WHEREAS, The purchase of Lot 42 is in the best interest of the Port and Harbor who will benefit from owning land near the Fish Dock; and

WHEREAS, Acquisition of quitclaim deeds from the Trust for the Core Harbor Property ensures the City has clean title of property essential to the City's Harbor operation and management and protects the City from potentially costly litigation and/or administrative disputes between the City and the Trust; and

WHEREAS, Homer City Code 18.06.040 authorizes the acquisition of real property; and

WHEREAS, Splitting the purchase between the Port and Harbor Enterprise Fund and a low interest loan from the General Fund to the Port and Harbor Enterprise mitigates the financial hit to either fund and allows the City General Fund a guaranteed return on investment of 3%; and

WHEREAS, The City of Homer recently entered into a long term lease with Icicle Seafoods for Lot 41; and

43 WHEREAS, Revenue from the leasing of Lot 42 will generate an estimated return on
44 investment of 16 years; and

45
46 **WHEREAS, The Alaska Mental Health Trust Authority is a state corporation that**
47 **administers the Alaska Mental health Trust, a perpetual trust, to improve the lives of**
48 **beneficiaries. The Trust operates much like a private foundation, using its resources to**
49 **ensure that Alaska has a comprehensive integrated mental health program; and**

50
51 **WHEREAS, The Community of Homer has many needs and services that fall under**
52 **the mission of AMTHA and requests that the proceeds from the sale of Lot 42 are used to**
53 **improve the lives of beneficiaries in the City of Homer to the greatest extent permissible**
54 **by law.**

55
56 NOW THEREFORE, The City of Homer Ordains:

57
58 Section 1: The FY 2017 Operating Budget is hereby amended by appropriating \$250,600
59 from the Port and Harbor Depreciation Reserve for the purchase of Kenai Peninsula Borough
60 Parcel No. 18103418.

61
62 Section 2: The FY 2017 Operating Budget is further amended by authorizing a \$300,000
63 loan over 10 years at 3% with no penalty for early pay off from the General Fund to the Port
64 and Harbor Enterprise Fund for the purchase of Kenai Peninsula Borough Parcel No. 18103418
65 with the first payment due in 2018.

66
67 Section 3: The City Council approves the acquisition of Lot 42 and the Core Harbor
68 Property for \$550,600 subject to the City Attorney’s review as to form and the essential terms
69 reflected in this Ordinance. The City Manager retains the ability to negotiate all other terms of
70 the acquisition and related agreements, deeds, and other documents.

71
72 Section 4: This ordinance is a budget amendment ordinance, is not permanent in
73 nature, and shall not be codified.

74
75 ENACTED BY THE CITY COUNCIL OF THE CITY OF HOMER THIS ___ DAY OF _____,
76 2017.

77
78 CITY OF HOMER

79
80 _____
81 BRYAN ZAK, MAYOR

82
83 ATTEST:

84

85 _____
86 MELISSA JACOBSEN, MMC, CITY CLERK

87
88 YES:
89 NO:
90 ABSTAIN:
91 ABSENT:
92
93 First Reading:
94 Public Hearing:
95 Second Reading:
96 Effective Date:

97
98 Reviewed and approved as to form:

99
100
101 _____

102 Mary K. Koester, City Manager

103
104 Date: _____

Holly Wells, City Attorney

Date: _____



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue
Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

Memorandum 17-134

TO: Mayor Zak and Homer City Council
FROM: Katie Koester, City Manager
DATE: October 25, 2017
SUBJECT: Purchase of Lot 42 on Homer Spit

City officials have been in conversations with the Alaska Mental Health Trust Authority Land Office (“TLO”) since before I became City Manager regarding ownership of land next to the entrance of the Homer Harbor. TLO claimed ownership of a long baseball bat shaped piece of land that extended along the entrance and through the mouth of the Harbor and a corner of Lot 41 (see ‘Exhibit A’, ArcMap overlay sketch from TLO), a claim that the City of Homer strongly disputed. Lot 42, which is currently leased to Icicle Seafoods, is owned in part by the State of Alaska Department of Natural Resources (“DNR”) and in part by the Alaska Mental Health Trust (“Trust”). While the City has acknowledged the Trust’s and DNR’s respective ownership of Lot 42, the TLO’s interpretation of ownership interests in the Harbor calls into question ownership interests regarding Lot 42 as well as the boundaries of that lot. This issue came up when the City sought to acquire a right of way for the construction of the Homer Spit Trail in 2013. The easement was granted, but resulted in TLO claiming ownership both of its portion of Lot 42 as well as land essential to Harbor operations and management. The City administration and Attorney Wells met with the TLO and appeared before the Trust advocating for the City’s ownership of the parcels at issue and presenting the City’s strong legal basis for its ownership assertions. While the City strongly believes its interpretation of the ownership interests on the Spit and in the City Harbor is well founded, it also recognizes the uncertainty surrounding the City and the Trust’s ownership interests on the Spit. As a result, and given the significant value that Lot 42 ownership would have for the City, the City began working with the Trust to devise a plan that would resolve any and all ownership disputes between the Trust and the City in or around the Harbor and result in the transfer of Lot 42 to the City as a single parcel rather than requiring the City to negotiate the purchase of a portion of Lot 42 with DNR and a portion with the Trust.

After extensive negotiations, the TLO and the City administration were able to come to a compromise and both parties agreed that the City, if approved by both the City Council and the Trust, would purchase Lot 42 in its entirety and the Trust would deed to the City all other parcels in the Harbor in which the Trust disputed the City’s ownership, in exchange for \$550,600 from the City. More specifically, under this proposed agreement DNR will transfer their ownership of a portion of Lot 42 to TLO so the City can acquire all of Lot 42 in one transaction. As part of the agreement, the TLO will drop their argument claiming ownership of any portion of the ‘baseball bat’ and transfer any claimed interest in that property to the City of Homer. Cleaning up this cloud on title is of great interest to both parties. It allows us to continue to operate the Harbor and associated leases without disruption and avoids a costly and lengthy legal battle with TLO. Though the City and Attorney Wells agree that there are many sound arguments why the City would win such a case, the stakes are high and the fees would easily outweigh any benefit. Additionally, owning Lot 42 would be of great value to the City of Homer Port and Harbor. Lot 42, a 64,033 sq/ft lot near the Fish Dock and an essential piece of the economic make-up of Homer’s fish processing capability, holds substantial value to the City.

Why Purchase Lot 42

Lot 42 is currently leased by Icicle Seafoods. Together with Lot 41, which they lease from the City of Homer, makes up their Homer operations, an office and storage yard. Lot 42 is a great investment for the City. It is in a prime location next to the Fish Dock right off the mouth of the Harbor. The Port and Harbor owns almost all the surrounding land, and staff believe that it is beneficial for the City to own this lot for current and future economic development in the area. The Lot's existing tenant, Icicle Seafoods, recently signed a 20 year lease with the City for Lot 41 proving that Icicle Seafoods is interested in maintaining their operations in Homer and would likely continue to lease the land from the City. The lessee operates on Lot 41 and 42 as if they were the same lot, their office space even bridging the lot line between the two. The lease income from Lot 42 would be used to help pay a loan for the purchase of the lot.

The estimated value for Lot 42 based on the appraised value of neighboring Lot 41, which is almost identical in size, is \$34,577 annually. Lot 42 will be appraised before entering into a new lease; it is standard practice that leased lots on the Homer Spit be appraised every 5 years by the City. There is reason to believe Lot 42 could come in slightly higher in value than its neighbor (Lot 41) due to its uniform size (Lot 42 is a rectangle whereas Lot 41 is T-shaped).

How to Purchase Lot 42

My recommendation is to split the cost of Lot 42 between the Port and Harbor Enterprise Reserve and a loan from General Fund, a financing method the City has used successfully in the past.

| | |
|---|-----------|
| Purchase price for Lot 42 | \$550,600 |
| Down payment from Enterprise | \$250,600 |
| 10 year loan from General Fund at 3% | \$300,000 |
| Annual payment to General Fund | \$34,762 |
| Annual revenue from lease of Lot 42 | \$34,577 |
| Payback time period including interest paid and 2% CPI on lease revenue | 16 years* |

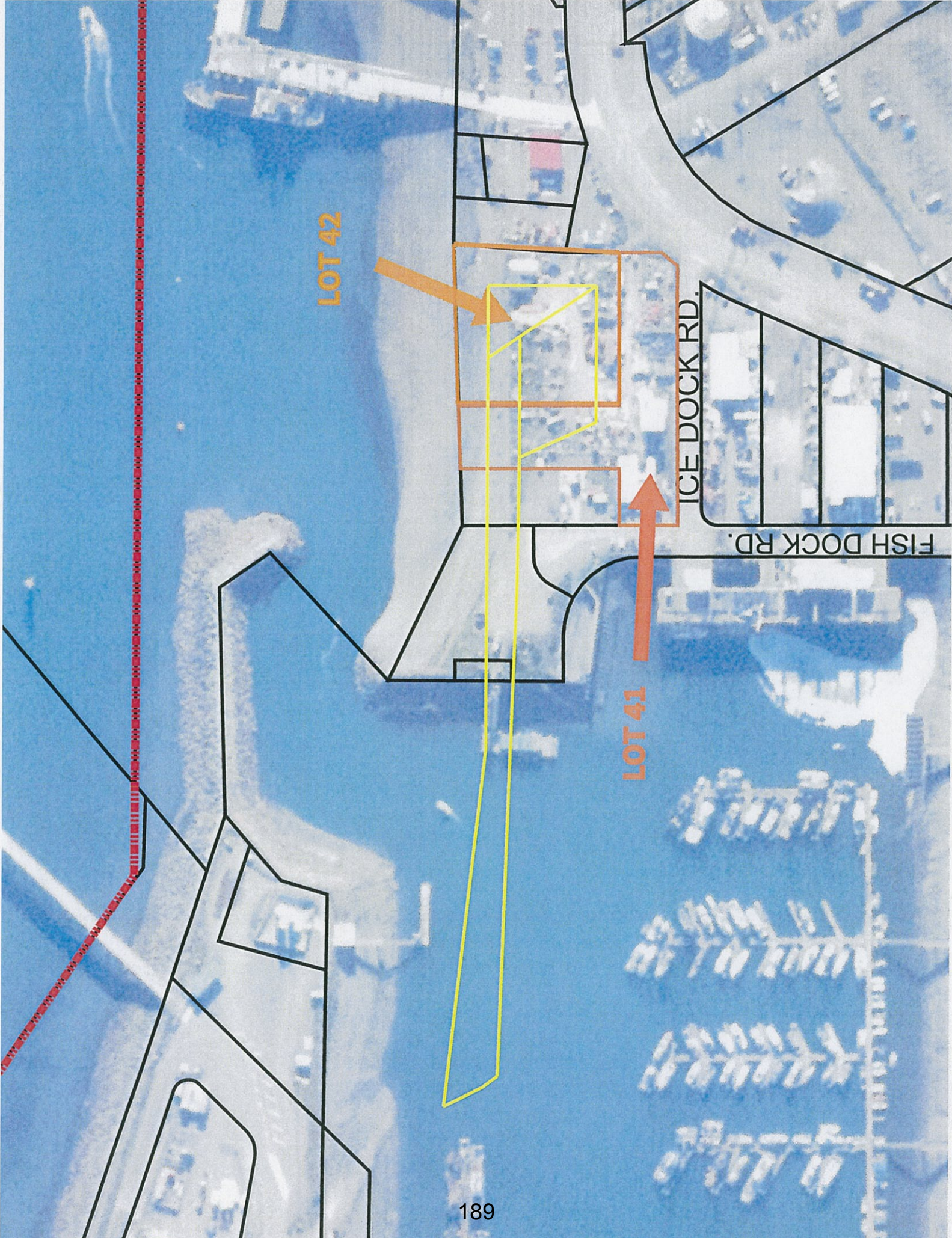
*How payback is calculated: Down payment from enterprise (\$250,600) plus loan principal (\$300,000) plus interest paid to GF over 10 years (\$47,619) = \$598,218. Total cumulative value of annual lease payment (34,577) with 2% CPI applied annually over 16 years = \$597,954.

Recommendation:

Approve the purchase of Lot 42 from the Alaska Mental Health Trust Authority Land Office for \$550,600 with \$250,600 from the Port and Harbor Reserves for that purpose. Authorize a loan from the General Fund for the remaining \$300,000 over a 10 year period with a 3% interest rate.

Enc:

Exhibit A: ArcMap overlay sketch of project area from TLO



LOT 42

LOT 41

ICE DOCK RD.

FISH DOCK RD.



Kenai Peninsula Borough

Assessing Department
144 N. Binkley Street
Soldotna AK 99669

Oct 16 2017 9:02PM

General Information

| | |
|--|---|
| ALASKA STATE D N R 550 W 7TH AVE STE 650 ANCHORAGE, AK 99501-3576 | Property ID 18103418 Address Document / Book Page 0 / 0 Acreage 1.4700 |
|--|---|

Owners

| Property ID | Display Name | Address |
|-------------|--------------------|-----------------------|
| 18103418 | ALASKA STATE D N R | 550 W 7TH AVE STE 650 |

Legal Description

| Description |
|---|
| T 7S R 13W SEC 1 Seward Meridian HM 0890034 HOMER SPIT AMENDED ADL 18009 LOT 42 (ADL 18009) |

Value History

| Year | Reason | Assessed | | |
|------|-------------------------|-----------|------------|------------------|
| | | Land | Structures | Total |
| 2017 | Main Roll Certification | \$257,600 | \$22,300 | \$279,900 |
| 2016 | Main Roll Certification | \$355,700 | \$16,400 | \$372,100 |
| 2015 | Main Roll Certification | \$355,700 | \$17,000 | \$372,700 |
| 2014 | Main Roll Certification | \$355,700 | \$18,200 | \$373,900 |
| 2013 | Main Roll Certification | \$355,700 | \$17,800 | \$373,500 |
| 2012 | Main Roll Certification | \$355,700 | \$17,300 | \$373,000 |
| 2011 | Main Roll Certification | \$401,400 | \$5,100 | \$406,500 |
| 2010 | Main Roll Certification | \$401,400 | \$5,100 | \$406,500 |
| 2009 | Main Roll Certification | \$401,400 | \$5,100 | \$406,500 |
| 2008 | Main Roll Certification | \$380,900 | \$5,100 | \$386,000 |
| 2007 | Main Roll Certification | \$293,000 | \$5,100 | \$298,100 |
| 2006 | Main Roll Certification | \$293,000 | \$5,100 | \$298,100 |
| 2005 | Main Roll Certification | \$266,400 | \$5,100 | \$271,500 |
| 2004 | Main Roll Certification | \$229,900 | \$0 | \$229,900 |
| 2003 | Main Roll Certification | \$229,900 | \$0 | \$229,900 |
| 2002 | Main Roll Certification | \$229,900 | \$0 | \$229,900 |
| 2001 | Main Roll Certification | \$229,900 | \$0 | \$229,900 |

C01 - Extension Details

| | |
|---|--|
| <p style="text-align: center;">Address</p> <p>Grade Low</p> <p>Year Built 1964</p> <p>Value \$8,100</p> | <p style="color: red; font-size: small;">Scale: 10 ft</p> <p style="text-align: center;">Q1 Q2</p> <p style="text-align: center; border: 1px solid black; padding: 5px; width: fit-content; margin: auto;">1 s Fr Slab</p> |
|---|--|

Attribute

| Story | Use | Attribute | Code | Detail |
|-------|----------|---------------|------|-----------------------------|
| | 0 | Class | 1 | Wood frame |
| | 0 | Roofing Cover | 2 | Metal |
| | 0 | Stories | 1 | |
| 1 | EQUIPBLD | Exterior Wall | 120 | Single -Metal on Wood Frame |

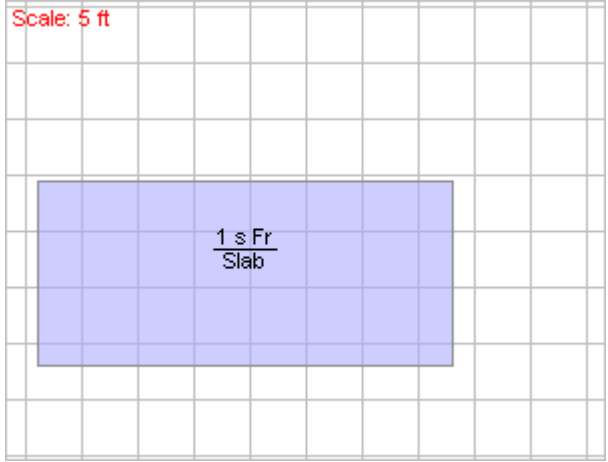
Floor Areas

| Code | Description | Story | Gross | Heated | AC |
|--------------|---------------------------|-------|-------|--------|----|
| EQUIPBLD | Equipment (Shop) Building | 1 | 800 | 800 | 0 |
| Total | | | 800 | 800 | 0 |

Structures

| Code | Year | Bldg | Length | Width | Units | Unit Type | Value |
|--------|------|------|--------|-------|-------|-----------|---------|
| CONEX | 3000 | C01 | 40.00 | 8.00 | 1 | IT | \$2,500 |
| SHEDGP | 2015 | C01 | 12.00 | 12.00 | 144 | SF | \$2,600 |

C02 - Extension Details

| | |
|---|---|
| <p style="text-align: center;">Address</p> <p style="text-align: center;">Grade Low</p> <p style="text-align: center;">Year Built 2007</p> <p style="text-align: center;">Value \$9,100</p> |  <p style="color: red; font-size: small;">Scale: 5 ft</p> |
|---|---|

Attribute

| Story | Use | Attribute | Code | Detail |
|-------|----------|---------------|------|--------------------|
| | 0 | Roofing Cover | 2 | Metal |
| | 0 | Stories | 1 | |
| 1 | LUTLSTOR | Exterior Wall | 104 | Stud -Metal Siding |

Floor Areas

| Code | Description | Story | Gross | Heated | AC |
|--------------|---------------------------------|-------|-------|--------|----|
| LUTLSTOR | Lt. Commercial Utility Building | 1 | 576 | 576 | 0 |
| Total | | | 576 | 576 | 0 |

Land Details

| Primary Use | Land Type | Acres | Eff Frontage | Eff Depth | Asd Value |
|-------------|------------------------------|--------|--------------|-----------|-----------|
| | Farm Acreage/Commercial City | 1.4700 | 0.00 | 0.00 | \$257,600 |

Amortization Schedule
General Fund Loan to Port and Harbor
Purchase of Lot 42

| | |
|----------------------|------------|
| Amount | \$ 300,000 |
| Annual Interest Rate | 3% |
| Years | 10 |
| Payments Per Year | 1 |

| Payment # | Principal | Interest | Payment | Balance |
|-----------|-------------|------------|-------------|---------------|
| 1 | \$26,169.15 | \$9,000.00 | \$35,169.15 | \$ 273,830.85 |
| 2 | \$26,954.23 | \$8,214.93 | \$35,169.15 | \$ 246,876.62 |
| 3 | \$27,762.85 | \$7,406.30 | \$35,169.15 | \$ 219,113.77 |
| 4 | \$28,595.74 | \$6,573.41 | \$35,169.15 | \$ 190,518.03 |
| 5 | \$29,453.61 | \$5,715.54 | \$35,169.15 | \$ 161,064.42 |
| 6 | \$30,337.22 | \$4,831.93 | \$35,169.15 | \$ 130,727.20 |
| 7 | \$31,247.34 | \$3,921.82 | \$35,169.15 | \$ 99,479.86 |
| 8 | \$32,184.76 | \$2,984.40 | \$35,169.15 | \$ 67,295.11 |
| 9 | \$33,150.30 | \$2,018.85 | \$35,169.15 | \$ 34,144.81 |
| 10 | \$34,144.81 | \$1,024.34 | \$35,169.15 | \$ 0.00 |



City of Homer

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Memorandum 17-141

TO: Mayor Zak and Homer City Council
FROM: Katie Koester, City Manager
DATE: November 21, 2017
SUBJECT: Ordinance 17-41 and Resolution 17-095

The purpose of this memo is to answer questions that came up during Council discussion regarding the purchase of Lot 42 via Ordinance 17-41 and bring forward additional information to facilitate Council discussion.

How did staff determine a net present value for Lot 42?

Since Lot 42 is adjacent Lot 41, staff used the 2016 Appraisal of Lot 41 (Derry and Associates) to extrapolate a potential market value for Lot 42. The appraisal notes that the physical characteristics are similar, though Lot 41 is an irregular “T” shaped lot and “Any adverse impact due to the shape is reduced by the lot’s extensive road frontage which enhances overall usability...”

The appraisal also provides a ratio of annual land lease rates to market value. In the summary the appraisal notes that annual lease rates are approximately 8% of the market value. The appraised annual lease rate for Lot 41 is \$0.54 per square foot resulting in an annual lease rate of \$35,070, which is approximately 8% of the market value, or approximately \$438,000. Using the same formula for Lot 42 results in a value of \$34,577 in annual rent or a market value of \$432,000. This is the amount City staff used as a baseline for the true market value for Lot 42. Essentially, the Enterprise is overpaying for lot 42 by \$118,600 in order to clear up the claims AMTHA is making on the baseball bat of land that extends out into the mouth of the harbor and other ‘core property’. However, it is important to note that AMTHA’s original offer only transferred a portion of Lot 42 (approximately 2/3) to the City of Homer. Under their original offer the City would have had to negotiate separately for the 1/3 of Lot 42 owned by AKDNR (or \$144,000 based on \$0.54 per square foot).

Value of AMTHA claimed land + remaining 1/3 of Lot 42: \$694,600

Assumed appraised value of Lot 42: \$432,000

Purchase price for Lot 42: \$550,600

In summary, the agreed upon purchase price reflects the City of Homer increasing their offer price from the value of Lot 42 by \$118,600 and the state decreasing their asking price for all of Lot 42 and the associated lots by \$144,000. In this way, I believe both entities compromised to come together and resolve the title issues with the ‘core property’.

Ordinance 17-41 proposes to pay for the lot half from the Enterprise and half with a loan from the general fund. Why not pay for the parcel outright from the Enterprise?

2017 ending estimate balance for Port and Harbor Reserves is \$3,994,856, not including 2018 anticipated transfers or capital projects. Staff will have a better idea by Monday's meeting the projects that have been approved but not spent to give Council an idea of how much this fund could absorb. The Port and Harbor Director and the Commission felt more comfortable splitting the difference between General Fund and Enterprise to avoid a onetime hit to reserves. However, purchasing the land 100% from reserves would still leave significant revenue in the fund.

What is the recommendation of the Port and Harbor Commission?

The Port and Harbor Commission met on October 25, 2017 and discussed the purchase of Lot 42 and the proposed financing mechanism (a loan from the general fund with revenue from the lease to pay back the loan) and approved the recommendation to purchase the lot with a loan from the general fund (see attached minutes).

Lease amendment with Icicle (Resolution 17-095)

In order for Icicle to continue operating seamlessly on Lot 42 once the title transfers from Alaska Mental Health Trust Authority (AMTHA) to the City of Homer, the City needs to enter into a lease agreement with Icicle and begin collecting revenue on the property. Resolution 17-095 authorizes the Administration to amend their lease for Lot 41 to include Lot 42 in order to guarantee a smooth transition.

Enc:

Port and Harbor minutes 10/25/2017

Commissioner Zieset echoed his earlier comment. He believes it is wise to keep marijuana retail off of the City leased properties until there is a general idea of how everything will be run.

VOTE: 4 YES 0 NO. UNANIMOUS CONSENT.

Motion Carried

- B. Purchase of Lot 42 on Homer Spit
 - I. Memo from City Manager to Port and Harbor Commission Re: Purchase of Lot 42 on Homer Spit.
 - II. Draft Ordinance from City Manager Koester and Exhibit A map Overlay Sketch from TLO

Commissioner Stockburger asked Bryan how the City got into this mess with the Mental Health Land Trust to begin with.

Harbor Master Hawkins replied with a brief history between the Mental Health Land Trust and the City of Homer on Lot 42. In 1964 there was a different plat in place that was obliterated due to the 1964 Earthquake. The City re-platted that section of the Spit and gave notice to the State that the previous plat was void. Two years later the Borough became the Platting authority and also recognized the City's re-plat of the Spit. Now, the Mental Health Land Trust is stating that some of the previous plat still applies and was never voided. The City was served with a trespass notice, and since then has been in discussion with the Mental Health Land Trust. There was a special meeting held between the City of Homer and the Mental Health Land Trust with attorneys present, and the outcome was the compromise brought forth now. The City of Homer is not admitting that the Mental Health Land Trust owns Lot 42, but has taken the attorney's fees and everything else at risk into consideration. Ultimately, the City feels that buying Lot 42 would be the wisest and cheapest option moving forward.

The Commission clarified the property line of Lot 42 and had a small discussion about Mental Health Land Trust relinquishing their rights to the other Lots, along with the City purchasing Lot 42 for \$550,600.

Harbor Master Hawkins stated he looked at the business opportunity like this; "if I were looking back on this deal 10 years from now, would I see it as a bad deal?" He believes this deal is one that will benefit the City and the Harbor for years to come, so he doesn't think this is a "bad deal".

Commissioner Zimmerman expressed that his only issue with this deal is that the City is taking the money out of the General Fund, which in return the Harbor has to pay back plus interest. The City should pay for Lot 42 and not make the Harbor pay back interest, because it's in the best interest for the entire City, not just the Harbor.

Harbor Master Hawkins explained that this is the agreement that he and the City Manager has come up with, the other option would be for the Harbor to pay for the Lot out of their reserve fund, which they did not see feasible.

Commissioner Zimmerman feels that this issue is important and should be brought up in the future, but for now it may not be the right time to discuss the interest paid to the City.

STOCKBURGER/ZEISET - MOVED TO RECOMMEND AS WRITTEN

The Commission briefly discussed the businesses that are located on Lot 42 and what the process for obtaining the leases after the purchase.

VOTE. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- C. Meeting Schedule for 2018
 - I. Memo from City Clerk Jacobsen to Port and Harbor Commission Re: Meeting Schedule for 2018
 - II. Draft 2018 Meeting Schedule Ordinance

Commissioner Zimmerman asked the Commission their opinions on the draft 2018 meeting schedule.

Commissioner Stockburger stated that the only meeting that comes into question is the November 2018 meeting because most of the Commissioners leave for Conference that month. He stated that the Commission runs into this every year and in the past has chosen to take care of it when the meeting gets closer.

The Commission discussed the options of cancelling the November meeting or keeping the schedule the same.

STOCKBURGER/HARTLEY- MOVED TO APPROVE THE 2018 MEETING SCHEDULE AS PROPOSED

There was no discussion

VOTE. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

INFORMATIONAL ITEMS

- A. Port & Harbor Monthly Statistical Report for September 2017
- C. Water/Sewer Bills Report September 2017
- E. Crane and Ice Report
- F. Deep Water Dock Report
- G. Pioneer Dock Report
- H. Dock Water Report
- I. Council Meeting Attendance

ORDINANCE(S)

CITY MANAGER'S REPORT



City of Homer

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Memorandum

TO: Mayor Zak and Homer City Council
 FROM: Katie Koester, City Manager
 DATE: November 22, 2017
 SUBJECT: November 27 City Manager's Report

Timeline for Greatland Extension

The July 24 City Manager report included a timeline for the Greatland extension project. The project remains on schedule, see progress made below (as of November 1):

| Task | Original Expectation | Current Status | Notes |
|-------------------------------------|----------------------|----------------|---|
| Design Begins | 8/15/2017 | 8/25/2017 | |
| Wetlands Delineation | 8/30/2017 | 9/16/2017 | Some wetlands just north of Save-U-More, Corps permit required. |
| Geotechnical Investigation Complete | 9/15/2017 | 9/26/2017 | No unusual soil encountered. |
| Field Survey Complete | 9/30/2017 | 9/15/2017 | |
| 35% Design Complete | 11/30/2017 | 11/1/2017 | PW reviewing, discussing with adjacent property owners, some right-of-way acquisition needed at Pioneer Ave., no unsurmountable problems. |
| Neighborhood Meeting | 11/21/2017 | Same | |
| 65% Design Complete | 1/30/2018 | Same | |
| Environmental/Regulatory Permits | 3/1/2018 | Same | |
| 95% Design Complete | 3/30/2018 | Same | |
| Bid Documents Complete | 4/1/2018 | Same | |
| Bids Advertised | 4/15/2018 | Same | |
| Bids Open | 5/15/18 | Same | |
| Award of Construction Contract | 5/30/2018 | Same | |
| Construction Begins | 6/10/2018 | Same | |
| Construction Complete | 8/30/2018 | Same | |

Info on City of Homer Grants through Homer Foundation

The City of Homer has an endowment with the Homer Foundation (around \$200,000) that generates money that is used for annual appropriations. In addition, we have a \$25,000 annual appropriation (up from \$19,000 in 2016) that is used for the non-profit grant program. Depending on the need in the community and health of the fund, sometimes a portion of this is rolled into the endowment. Non-profits apply for an operational grant with the Foundation, and the average award is between \$3,000 and \$4,000. The attached one page write up gives a summary of the program for 2017. A copy of the application, is also attached, and shows eligibility requirements, etc. This has been a very successful way for the City to support non-profits without playing favorites, having to develop our own criteria, or spend considerable staff time managing a grant program.

Ravn Lease Amendment

RAVN's footprint at the airport is expanding to accommodate the need to store ground support equipment indoors, and out of the weather. I have signed a temporary 6-month lease for the unused space behind the counters on the town side of the airport that used to be leased to FedEx, which increased their monthly rent. This gives RAVN six-months to explore the most efficient use of the cargo area, which may include some remodeling of the space. It is likely that City Council will be reviewing a long-term lease request from RAVN that includes more cargo in 2018.

Follow up on Sand

At the last Council meeting I discussed issues with providing sand to the public with the Council. After some thoughtful discussion, my take away was that the City should not be allowing sand to be taken from the City's supply. In addition to this being dangerous, there are many private companies that provide everything from a bag of sand to driveway sanding services that residents should be encouraged to use. The attached memo explains the issue and solutions that were considered in detail. Unless directed otherwise by Council, Public Works will install signage indicating that the sand pile is not open to the public and will work with the Chamber on communicating viable business alternatives for sanding services.

Ramp 2 Restroom Replacement Notice

In July, the City submitted a grant application to the State of Alaska Land and Water Conservation Program (LWCF) to assist with replacing the Ramp 2 Restroom. The project proposed demolishing the current facility and rebuilding a new facility on the same foundation footprint. We also outlined a possible upgrade to the project (adding two family restroom stalls on the southeast end of the facility) should additional LWCFs come available.

Recently the LWCF invited us to consider revising our application to include this upgrade. Due to getting an unexpectedly large (and very late) Federal allocation of grant funds, LWCF lifted the former LWCF match ceiling of \$125,000 to \$300,000. Staff had to quickly turn around a revised application given the new information on the cap. We decided to increase the ask from LWCF to offset City costs (funded through a reimbursement from the Cruise Ship Passenger Vessel Head Tax) instead of growing the project to include family stalls. This means, if successful in this next stage, the Enterprise will forward \$300,000 and LWCF will fund \$263,340 (instead of \$108,000). The project will remain a stick frame replacement on the existing foundation with the current basic configuration. We received notice from the State that the City's application was recommended for funding. The project still needs acceptance by the National Park Service before a grant agreement will come before Council, likely sometime in spring of 2018.

State Service for City of Homer Officials

The second week in November is a busy time for municipal officials, all the different branches of local government have their professional organizations and manager's and councilmembers meet state wide to learn and share with other communities. This year I am proud that officials from Homer are taking on statewide roles. City Clerk, Melissa Jacobsen was elected Second Vice President for the Alaska Association of Municipal Clerks. I was elected Secretary/Treasurer of the Alaska Municipal Manager's Association, which means I will take a more active role in planning future conferences and professional development for Alaskan managers. Most prominently, Mayor Zak was elected to serve on the board of the Alaska Municipal League itself. It will be valuable for Homer to have a representative at the table to keep an ear to the ground on important issues that affect us and advocate for Homer.

Memo on configuration of the CAC

There was discussion regarding the composition on the Cannabis Advisory Commission at the last meeting and how that came about. City Clerk Jacobsen prepared the attached memo that summarized the discussion at the time.

What would the 2018 2018 budget would look like if we were not operating under the third year of the suspension of HART?

Councilmember Erickson asked that I provide a scenario explaining what the 2018 budget would look like if we were not operating under the third year of the suspension of HART. This proved to be an interesting and sobering look into the future. The numbers reflect a decrease in General Fund Revenue of \$600,000 which I would propose to make up in a decrease of transfers to reserves. See the attached memo for details.

Policy on Drones

A constituent asked a relevant question regarding the policy surround the use of drones by City officials. In short, staff would need to develop a policy that is approved by the public and vetted through the Council and attorney before a drone takes flight. The attached memo from Chief Robl goes into further detail on the steps that would be taken if the capital project is approved by Council.

Enc:

November Employee Anniversaries

Homer Foundation City of Homer Grant Application

Homer Foundation 2017 Grant Report for City of Homer Program

Memo from Public Works Director Meyer, RE: Public Access to PW Sand Pile

Memo from City Clerk on Configuration of Cannabis Advisory Commission

Memo from City Manager on what the 2018 budget would look like without the suspension of HART

Alaska Taxable Per Capita Tax Revenue

Memo from Police Chief Robl, RE: Drone Use

Thank You letter from Kachemak Bay Family Planning Clinic and Rec Room



City of Homer

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Memorandum

TO: MAYOR ZAK AND CITY COUNCIL
FROM: Katie Koester
DATE: November 27, 2017
SUBJECT: November Employee Anniversaries

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

| | | | |
|------------------------|---------------------|-----------|--------------|
| Dave Shealy, | Police | 20 | Years |
| Mike Riley, | Public Works | 17 | Years |
| Lisa Ellington, | Port | 11 | Years |
| Jenna deLumeau, | Finance | 8 | Years |
| Ian Overson, | Police | 6 | Years |

THE HOMER FOUNDATION

2017 CITY OF HOMER GRANTS APPLICATION

GENERAL INFORMATION

| | |
|---|---------------------|
| Organization | |
| Contact Person | Title |
| Address | |
| Phone | Cell phone |
| Email | Website |
| Number of full-time employees | Part-time employees |
| The fiscal year covered by this grant ends on | |

ELIGIBILITY CRITERIA (must meet all to qualify)

- Organization has IRS 501(c)(3) tax-exempt status
 - IRS Letter of Determination attached
 - Prior applicant with letter on file (must be current)
- Organization has operated as a 501(c)(3) organization in Homer for a minimum of 3 years
- Organization's administrative facility is located within Homer City limit
- Core activities, programs and services are offered within the Homer City limits
- Organization is administered locally and governed by a local, policy-making board of directors
- Organization received no other financial or in-kind support from the City of Homer during 2016.

Organizations that have not qualified before may be asked to provide additional information during the review process. If you have questions regarding your eligibility, please contact the Homer Foundation.

ATTACHMENTS

Please attach the following, if available, to your application.

- A list of your current board of directors, with biographies and their length of service
- Your Strategic Plan
- Statement of Activities – Budget to Actual (standard version) for your most recent fiscal year
- Your most recent Statement of Financial Position (Balance Sheet) (standard, not detailed, version)
- A copy of your most recent annual report
- A copy of your most recent newsletter

The Homer Foundation

CITY OF HOMER GRANTS APPLICATION - 2017

REVENUES AND FUNCTIONAL EXPENSES (Do not include capital projects)

| ORGANIZATION | 2016 ACTUAL (or most recent complete fiscal year) | | 2017 BUDGET |
|--|--|--|-------------|
| REVENUES | | | |
| Grants | | | |
| Federal | | | |
| State | | | |
| City | | | |
| Other | | | |
| Membership/Individual/Business Contributions | | | |
| Interest/Dividends | | | |
| Other Income | | | |
| TOTAL REVENUE | | | |
| | | | |
| | | | |
| FUNCTIONAL EXPENSES | | | |
| Program Expenses | | | |
| Fundraising Expenses | | | |
| Administrative Expenses | | | |
| Other Expenses | | | |
| TOTAL EXPENSES | | | |
| | | | |
| NET INCOME | | | |
| | | | |
| | | | |

Does your organization conduct an independent audit? Yes Annually No Other

If yes, please attach a copy of the opinion letter of your most recent certified audit.

| |
|--------------|
| ORGANIZATION |
|--------------|

PLEASE LIMIT THE LENGTH OF YOUR ANSWERS TO THE FOLLOWING QUESTIONS TO A TOTAL OF NO MORE THAN 3 PAGES.

What is your organization's mission statement?

Please list your organization's significant current programs/services.

Please list your organization's significant interactions/collaborations with other organizations.

What is the biggest challenge your organization faces in the coming fiscal year?

Please list how your organization communicates with your members/audience and the public.

HOMER FOUNDATION
REPORT: City of Homer Grants Program 2017

This is the 18th year of the City of Homer Grants Program administered by the Homer Foundation. Over \$740,000 has been awarded through this program since inception in 2000.

Applications for the 2017 funding cycle were made available in January and completed applications were due February 17th. A total of \$41,887 was available for distribution, however when we received fewer applications this year we selected to put \$6000 into the City of Homer Endowment Fund, distributing \$35,887. This funding included \$19,000 from the City’s current year allocation, \$16,108 in earned income from the City of Homer’s endowment fund, and \$767 in earned income from the City of Kachemak’s endowment fund, which is added to this program annually in the spirit of good neighbors.

This year’s Distributions Committee consisted of HF Board of Directors John Mouw (chair), Bonnie Jason, Steve Albert, and Chris Robinson, and community members Tom Collopy, Francie Roberts and Bill Fry. The committee members received their packets on March 1st and reconvened on March 15th to score applications and make funding recommendations. All committee members signed the Homer Foundation’s Conflict of Interest Policy. Chair John Mouw presided over the meeting, but recused himself from participating in the discussions or voting on the applications, as he is a fiduciary of one of the applicants. There were no other conflicts disclosed.

A total of eight applications were received and reviewed. The committee’s recommendations for the following awards were approved by the Homer Foundation board of trustees at their March 22nd board meeting:

| <u>Organization</u> | <u>2017 Awards</u> |
|-------------------------------------|--------------------|
| Bunnell Street Gallery | \$ 4,490 |
| Center for AK Coastal Studies | \$ 4,490 |
| Cook Inlet Keeper | \$ 4,465 |
| Homer Community Food Pantry | \$ 4,620 |
| Hospice of Homer | \$ 4,540 |
| Kachemak Bay Family Planning Clinic | \$ 4,335 |
| Kachemak Heritage Land Trust | \$ 4,662 |
| <u>Kachemak Nordic Ski Club</u> | <u>\$ 4,285</u> |
| Total: | \$35,887 |

Committee members shared the difficulty of reviewing nonprofits with very different missions, but all agreed these eight all were high functioning organizations providing valuable programs and services to the community. Committee Chair John Mouw took the opportunity to compile a synopsis of the economic impact of these eight nonprofits. Last year these organizations generated over \$3.6 million in revenues, including \$1.9 million in new money coming into Homer from State, Federal and Foundation grants. They also employ 59 full, part-time, and seasonal employees with a combined personnel expense approaching \$1.5 million. These organizations help to illustrate just how important Homer’s nonprofit sector is as an economic driver in our economy.

Continued cuts to State and Federal budgets are having negative impacts on some of these organizations and have led to some reductions in programs, services, and staff. The City’s continued support is more important than ever to help ensure that these organizations continue to make Homer a safer, healthier, more vibrant place to live, play, and work. The Homer Foundation appreciates the opportunity to assist the City of Homer by administering this annual grants program

Report submitted 4/10/17
Joy Steward, Ex. Director, The Homer Foundation
235.0541 or jsteward@homerfoundation.org



City of Homer

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Public Works

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Memorandum

TO: Katie Koester, City Manager
FROM: Carey S. Meyer, Public Works Director
DATE: November 21, 2017
SUBJECT: Public Access to Public Works Sand Pile
Options to Eliminate/Reduce Potential Liability

In the past, the City has provided access to our sand pile for residents to obtain sand for personal use (home winter sanding). Generally, this was limited to a couple of 5 gallon buckets, and the opportunity to obtain sand was not utilized by very many people.

Starting last winter, a much larger interest has been shown. It was not unusual to see 3-4 vehicles backed up to the sand pile at any one time, and there was a constant flow of vehicle throughout the day. At one time a half dozen people accessed the sand pile each year. Then it was a half dozen per day. It is now a half dozen per hour.

Although we appreciate that providing this service is valuable to the citizens that use it, Public Works is concerned about the City's liability associated with public vehicles interacting with City sanding and maintenance equipment in the Public Works yard. City loaders access the pile; backing up and loading sanders and other equipment, much of the time in the dark. Other maintenance equipment (plows, maintenance trucks, etc.) move in and out of the yard continuously. Deliveries of supplies and materials on semi-trailers or large trucks occur several times a day.

When the pile freezes, the loaders can break through the crust, but the public with shovels must burrow in. This creates the potential for instability in the pile. It is only a matter of time before someone's vehicle is damaged or someone is hurt. We have placed signs warning about staying away from City operations (and asking that they stop by the office before proceeding to the pile so we can remind them of safety issues, quantity limitations, and verify that they are City residents, etc.). Some comply; others no not.

ADOT does not allow public access to their sand pile anymore (after one of their loaders backed over someone's vehicle). Several calls to private sand/gravel suppliers here in Homer indicate that currently they do not allow individuals to access the sand piles in their yards because of liability issues.

We have seen more users attempting to extract larger quantities of sand. It is difficult to verify City residency. It is suspected that businesses (including those that provide sanding) are attempting to access the sand pile. The public also tries to access gravel from the gravel piles in large quantities.

Public Works is seeing more and more people abusing the privilege during normal working hours; who knows what goes on over the weekend.

In an attempt to reduce or eliminate the liability, the following options have been considered:

- 1) **Provide a separate, smaller sand pile** away from City operations strictly for the public's use.

This sounds good at first glance, but a small pile will freeze quickly and become unusable to hand shovel users. The site would have to be out of the Public Works yard, in a location not yet identified. Some liability would still remain. Some capital expenditure required.

- 2) **Establish hours that the public can gain access** to the sand pile, restrict access during peak City equipment near the sand pile.

During icy weather, Public Works is continuously sanding and accessing the yard and the sand pile. It is difficult to imagine a time of day when it would be safe for public access. Saturday morning or Sunday afternoon might be good times, but would require some supervision/overtime. A small charge per bucket could cover the cost of sand and supervision. Requires additional staff resources.

- 3) **Provide access in the late fall**, before City sanding operations are initiated to allow the public to obtain and stockpile sand for the winter, i.e.: "Prepare for Winter Week".

It is possible to provide access to the sand pile, in a relatively safe manner before freeze up, to allow the public access to sand; for use later in the winter. Other than this time period, the public could not access sand.

- 4) **Work with private sector to develop safe and efficient access** to winter sand at several locations and eliminate public access to the Public Works sand pile.

- 5) **Continue to provide access** to sand, and attempt to minimize potential for liability.

Recommendation: City Council direct the City Manager to establish policy that eliminates public access to the Public Works winter sand pile. Work with Chamber of Commerce to identify private sector solutions to providing winter sand for residents.



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Homer, Alaska 99603

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(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: KATIE KOESTER, CITY MANAGER
FROM: MELISSA JACOBSEN, CITY CLERK
DATE: NOVEMBER 3, 2017
SUBJECT: CANNABIS ADVISORY COMMISSION MEMBERSHIP

On April 13, 2015 the City Council adopted Ordinance 15-07(A)(S)(A) (Sponsor: Burgess). When Ordinance 15-07 was introduced on March 23, 2015, the recommended membership was seven members which included two City Councilmembers and the City Manager. The minutes reflect discussion that since this may be a policy making body it should be made up of the public and councilmembers/commissioners as voting members.

On March 23rd the ordinance was amended to change membership to two City Councilmembers, the Police Chief, and a member of the Planning Commission. Of the remaining four members, at least three would be city residents. The membership was amended from 7 to 8, then again from 8 to 9 with at least four of the five remaining members being city residents. The sitting Council felt it would be prudent to have the Police Chief participate as a voting member and an odd number of commissioners to help alleviate tie votes.

At the April 13th meeting the only amendment related to membership was that at least three of the five public members shall be city residents. The minutes reflect discussion that the Councilmembers are city residents, so having another seat open to a non-resident would create a broader base to allow for people who may have more expertise.



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue
Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

Memorandum

TO: Mayor Zak and Homer City Council
 FROM: Katie Koester, City Manager
 DATE: November 21, 2017
 SUBJECT: Presentation of 2018 budget without suspension of HART

For FY2016- FY2018 the General Fund has benefited approximately \$1.3m annually in diverted HART revenue. The ability to use those funds for general fund expenditures expires in 2019. Instead, the 2019 budget will be built with a voter approved amendment to HART that allows HART dollars to be spent on road and trail maintenance. However, in order to ensure there is sufficient funds available for road and trail capital projects in the future, there is a limit to what the City can spend on maintenance established in Ordinance 17-40 and Resolution 17-092; \$500,000 has to be reserved for road capital projects and \$50,000 for trail capital projects. Operating under these guidelines, the FY2018 budget would allow for \$665,343 of HART dollars to be spent on road maintenance. In comparison, the FY 2018 budget for paved roads, gravel roads and winter roads is \$717,422. General fund dollars will still need to be spent on road maintenance. Trail maintenance is much more difficult to estimate as the current budget does not track trail maintenance separately, but will need to in the future. The set aside funding and heightened awareness for trail maintenance will likely increase trail maintenance capacity and the PARAC has an important role to play in guiding this process. For this scenario, I estimated \$30,000 of existing budget is currently spent on maintaining trails.

| | |
|------------------------------|-------------|
| 2018 value of 3/4% sales tax | \$1,294,826 |
| 10% set aside for trails | \$129,482 |

HART ROADS

| | |
|---|-------------|
| HART Roads Funds Available | \$1,165,343 |
| Minimum set aside for capital projects | (\$500,000) |
| Available to offset road maintenance expenditures | \$665,343 |

Eligible HART Road Maintenance Expenditures

| | |
|--------------|-----------|
| Gravel Roads | \$220,851 |
| Paved Roads | \$211,080 |
| Winter Roads | \$285,491 |
| TOTAL | \$717,422 |

HART TRAILS

| | |
|----------------------------|-----------|
| HART Trail Funds Available | \$129,482 |
|----------------------------|-----------|

| | |
|--|------------|
| Minimum set aside for capital projects | (\$50,000) |
| Available to offset trail maintenance expenditures | \$79,482 |

Eligible HART Trail Maintenance Expenditures

| | |
|--|----------|
| (estimate, needs tracking and input from PARCAC) | \$30,000 |
|--|----------|

| | |
|--|-----------|
| Total amount available to offset current GF maintenance expenditures | \$695,343 |
|--|-----------|

As I mentioned above, I would propose offsetting the \$600,000 decrease in available general fund dollars by decreasing the transfer to reserves. The City is fortunate that through a combination of cost cutting measures in the operating budget and the suspension of HART, we have been able to build reserves which helps prepare for the decrease in reserve funding in the future. One scenario using the draft 2018 budget as a basis is listed below.

| | 2018 Budget | 2018 Scenario | Difference |
|-----------------------|--------------|---------------|-------------|
| Total GF Revenue | \$12,451,754 | \$11,852,271 | (\$599,483) |
| Transfers to Reserves | | | |
| Seawall | \$10,000 | \$10,000 | \$0 |
| Fire Fleet | \$200,000 | \$100,000 | (\$100,000) |
| PW Fleet | \$200,000 | \$100,000 | (\$100,000) |
| Police Fleet | \$200,000 | \$100,000 | (\$100,000) |
| Library | \$100,000 | \$50,000 | (\$50,000) |
| IT | \$200,000 | \$100,000 | (\$100,000) |
| ADA | \$100,000 | \$50,000 | (\$50,000) |
| City Hall | \$149,107 | \$49,624 | (\$99,483) |
| Total | \$1,159,107 | \$559,624 | (\$599,483) |

One item this scenario does not address is the overhead allocation that is charged to each fund to share in the overhead of Mayor/Council, City Clerk, Administration, Information Technology, Finance, City Hall, Janitorial, and Public Works Admin. In the 2015 budget, HART Road paid \$115,365 in overhead and HART Trails \$28,841. One solution would be to charge a project specific overhead fee instead of a general fee charged directly to the fund.

In Conclusion

Though the future will continue to be tight, City Council has limited growth in the operating budget over the last 3 years and set aside an average of \$1m a year for reserves. Though we will still need to proceed cautiously, I am hopeful that combined with a steady tax base and no further erosion to state funding, the City of Homer will be able to weather the current economic downturn.

Table 1

Per-Capita Tax Revenues

This table lists only those municipalities which levy a sales, severance, property or other type of local tax.

| Municipality | Property Tax | Sales Tax | Other Tax (1) | Total Tax | Population | Tax Per Capita |
|------------------------------|---------------|--------------|---------------|---------------|------------|----------------|
| North Slope Borough | \$386,127,153 | \$0 | \$0 | \$386,127,153 | 10,420 | \$37,056 |
| Valdez | \$48,928,301 | \$0 | \$409,848 | \$49,338,149 | 4,011 | \$12,301 |
| Municipality of Skagway | \$1,821,411 | \$7,068,042 | \$120,267 | \$9,009,720 | 1,040 | \$8,663 |
| Pilot Point | \$0 | \$642,583 | \$0 | \$642,583 | 76 | \$8,455 |
| Egegik | \$0 | \$0 | \$812,706 | \$812,706 | 104 | \$7,814 |
| Bristol Bay Borough | \$4,196,650 | \$0 | \$1,797,161 | \$5,993,811 | 887 | \$6,757 |
| Whittier | \$626,526 | \$557,265 | \$322,638 | \$1,506,429 | 253 | \$5,954 |
| Saint Paul | \$0 | \$376,326 | \$1,771,910 | \$2,148,236 | 427 | \$5,031 |
| Unalaska | \$5,929,241 | \$7,766,849 | \$9,212,254 | \$22,908,344 | 4,605 | \$4,975 |
| City and Borough of Juneau | \$47,205,860 | \$46,187,130 | \$4,890,873 | \$98,283,863 | 33,277 | \$2,954 |
| Cordova | \$2,305,133 | \$3,347,140 | \$130,813 | \$5,783,086 | 2,321 | \$2,492 |
| City and Borough of Yakutat | \$364,617 | \$924,232 | \$148,430 | \$1,437,279 | 613 | \$2,345 |
| Seward | \$1,007,672 | \$4,883,996 | \$458,605 | \$6,350,273 | 2,740 | \$2,318 |
| Haines Borough | \$2,825,480 | \$2,828,963 | \$109,808 | \$5,764,251 | 2,493 | \$2,312 |
| Dillingham | \$2,383,255 | \$2,620,237 | \$478,994 | \$5,482,486 | 2,386 | \$2,298 |
| Akutan | \$0 | \$0 | \$2,098,763 | \$2,098,763 | 933 | \$2,249 |
| King Cove | \$0 | \$854,750 | \$1,145,831 | \$2,000,581 | 900 | \$2,223 |
| Nome | \$3,051,603 | \$5,121,497 | \$151,997 | \$8,325,097 | 3,819 | \$2,180 |
| Ketchikan | \$5,488,642 | \$11,461,271 | \$486,838 | \$17,436,751 | 8,277 | \$2,107 |
| Wasilla | \$0 | \$17,504,642 | \$0 | \$17,504,642 | 8,468 | \$2,067 |
| Homer | \$3,101,669 | \$7,533,680 | \$0 | \$10,635,349 | 5,153 | \$2,064 |
| Kodiak | \$921,916 | \$11,512,936 | \$210,098 | \$12,644,950 | 6,288 | \$2,011 |
| Hoonah | \$0 | \$1,550,134 | \$0 | \$1,550,134 | 783 | \$1,980 |
| Denali Borough | \$0 | \$0 | \$3,503,040 | \$3,503,040 | 1,781 | \$1,967 |
| North Pole | \$819,274 | \$2,845,466 | \$516,272 | \$4,181,012 | 2,138 | \$1,956 |
| Petersburg Borough | \$3,167,360 | \$3,030,191 | \$55,461 | \$6,253,012 | 3,199 | \$1,955 |
| Municipality of Anchorage | \$515,260,957 | \$0 | \$68,130,079 | \$583,391,036 | 298,908 | \$1,952 |
| City and Borough of Sitka | \$6,194,986 | \$10,014,174 | \$1,000,917 | \$17,210,077 | 8,929 | \$1,927 |
| Craig | \$602,456 | \$1,552,438 | \$0 | \$2,154,894 | 1,180 | \$1,826 |
| City and Borough of Wrangell | \$1,703,619 | \$2,642,785 | \$39,114 | \$4,385,518 | 2,442 | \$1,796 |
| Sand Point | \$0 | \$908,182 | \$688,517 | \$1,596,699 | 951 | \$1,679 |
| Soldotna | \$287,379 | \$6,920,246 | \$0 | \$7,207,625 | 4,319 | \$1,669 |
| Seldovia | \$181,892 | \$179,068 | \$0 | \$360,960 | 226 | \$1,597 |
| Kenai Peninsula Borough | \$62,078,842 | \$30,103,266 | \$0 | \$92,182,108 | 57,763 | \$1,596 |
| Adak | \$0 | \$331,940 | \$89,537 | \$421,477 | 275 | \$1,533 |
| False Pass | \$0 | \$28,735 | \$80,210 | \$108,945 | 73 | \$1,492 |
| Kenai | \$3,771,925 | \$6,781,037 | \$0 | \$10,552,962 | 7,229 | \$1,460 |
| Aleutians East Borough | \$0 | \$0 | \$4,268,884 | \$4,268,884 | 2,969 | \$1,438 |
| Matanuska Susitna Borough | \$119,269,340 | \$0 | \$9,474,899 | \$128,744,239 | 100,178 | \$1,285 |
| Palmer | \$1,316,111 | \$6,503,870 | \$0 | \$7,819,981 | 6,135 | \$1,275 |
| Ketchikan Gateway Borough | \$8,427,766 | \$8,452,793 | \$50,666 | \$16,931,225 | 13,778 | \$1,229 |
| Kotzebue | \$0 | \$3,711,382 | \$295,408 | \$4,006,790 | 3,267 | \$1,226 |
| Kodiak Island Borough | \$14,397,697 | \$0 | \$1,839,867 | \$16,237,564 | 13,819 | \$1,175 |
| Bethel | \$0 | \$5,720,309 | \$1,376,723 | \$7,097,032 | 6,205 | \$1,144 |
| Fairbanks North Star Borough | \$107,140,828 | \$0 | \$4,392,485 | \$111,533,313 | 98,645 | \$1,131 |
| Chignik | \$0 | \$0 | \$105,464 | \$105,464 | 95 | \$1,110 |
| Nenana | \$197,740 | \$181,723 | \$7,527 | \$386,990 | 380 | \$1,018 |

(1) Could include: bed, alcohol, car rental, raw fish, tobacco and other miscellaneous taxes

Average statewide per-capita revenue (Excludes North Slope) \$1,855

Average statewide per-capita revenue (Including North Slope) \$2,353

| Municipality | Property Tax | Sales Tax | Other Tax (1) | Total Tax | Population | Tax Per Capita |
|----------------------------|--------------|-----------|---------------|--------------|------------|----------------|
| Pelican | \$54,055 | \$38,092 | \$9,829 | \$101,976 | 101 | \$1,010 |
| Lake and Peninsula Borough | \$0 | \$0 | \$1,482,180 | \$1,482,180 | 1,668 | \$889 |
| Thorne Bay | \$0 | \$421,313 | \$6,324 | \$427,637 | 510 | \$839 |
| Klawock | \$0 | \$674,663 | \$11,318 | \$685,981 | 820 | \$837 |
| Gustavus | \$0 | \$364,200 | \$71,402 | \$435,602 | 533 | \$817 |
| Aleknagik | \$0 | \$67,397 | \$98,238 | \$165,635 | 246 | \$673 |
| Fairbanks | \$15,209,182 | \$0 | \$6,116,410 | \$21,325,592 | 32,116 | \$664 |
| Larsen Bay | \$0 | \$14,344 | \$36,466 | \$50,810 | 85 | \$598 |
| Cold Bay | \$0 | \$0 | \$45,390 | \$45,390 | 78 | \$582 |
| Galena | \$0 | \$267,061 | \$0 | \$267,061 | 484 | \$552 |
| Unalakleet | \$0 | \$353,398 | \$11,801 | \$365,199 | 745 | \$490 |
| Port Alexander | \$0 | \$22,080 | \$2,636 | \$24,716 | 62 | \$399 |
| Bettles | \$0 | \$0 | \$4,283 | \$4,283 | 11 | \$389 |
| Saint Marys | \$0 | \$179,204 | \$38,587 | \$217,791 | 561 | \$388 |
| Saint Michael | \$0 | \$127,429 | \$0 | \$127,429 | 428 | \$298 |
| Emmonak | \$0 | \$241,048 | \$0 | \$241,048 | 827 | \$291 |
| Kake | \$0 | \$172,566 | \$0 | \$172,566 | 620 | \$278 |
| Fort Yukon | \$0 | \$154,342 | \$0 | \$154,342 | 564 | \$274 |
| Houston | \$377,513 | \$165,744 | \$13,750 | \$557,007 | 2,096 | \$266 |
| Point Hope | \$0 | \$188,126 | \$0 | \$188,126 | 711 | \$265 |
| Nuiqsut | \$0 | \$0 | \$117,446 | \$117,446 | 446 | \$263 |
| Shaktolik | \$0 | \$71,548 | \$0 | \$71,548 | 274 | \$261 |
| Saxman | \$0 | \$107,556 | \$0 | \$107,556 | 413 | \$260 |
| Buckland | \$0 | \$111,025 | \$0 | \$111,025 | 463 | \$240 |
| Russian Mission | \$0 | \$77,607 | \$0 | \$77,607 | 334 | \$232 |
| Hooper Bay | \$0 | \$251,990 | \$18,582 | \$270,572 | 1,210 | \$224 |
| Elim | \$0 | \$72,401 | \$0 | \$72,401 | 340 | \$213 |
| Marshall | \$0 | \$97,500 | \$0 | \$97,500 | 462 | \$211 |
| Quinhagak | \$0 | \$154,496 | \$124 | \$154,620 | 745 | \$208 |
| Scammon Bay | \$0 | \$116,253 | \$0 | \$116,253 | 561 | \$207 |
| Pilot Station | \$0 | \$125,484 | \$0 | \$125,484 | 625 | \$201 |
| Mountain Village | \$0 | \$173,755 | \$0 | \$173,755 | 902 | \$193 |
| Deering | \$0 | \$29,344 | \$0 | \$29,344 | 157 | \$187 |
| Napakiaik | \$0 | \$68,978 | \$0 | \$68,978 | 379 | \$182 |
| Noorvik | \$0 | \$116,043 | \$0 | \$116,043 | 638 | \$182 |
| Selawik | \$0 | \$154,725 | \$0 | \$154,725 | 873 | \$177 |
| Togiak | \$0 | \$121,579 | \$32,598 | \$154,177 | 888 | \$174 |
| Aniak | \$0 | \$52,418 | \$35,041 | \$87,459 | 532 | \$164 |
| Old Harbor | \$0 | \$26,787 | \$8,559 | \$35,346 | 228 | \$155 |
| Nunapitchuk | \$0 | \$77,290 | \$12,765 | \$90,055 | 607 | \$148 |
| Wales | \$0 | \$25,227 | \$0 | \$25,227 | 171 | \$148 |
| Kotlik | \$0 | \$92,689 | \$0 | \$92,689 | 645 | \$144 |
| Kachemak | \$68,158 | \$0 | \$0 | \$68,158 | 483 | \$141 |
| Diomedes | \$0 | \$13,047 | \$0 | \$13,047 | 94 | \$139 |
| Koyuk | \$0 | \$44,847 | \$0 | \$44,847 | 333 | \$135 |
| Anderson | \$0 | \$0 | \$27,711 | \$27,711 | 217 | \$128 |
| Stebbins | \$0 | \$80,558 | \$0 | \$80,558 | 627 | \$128 |
| Savoonga | \$0 | \$90,000 | \$0 | \$90,000 | 723 | \$124 |
| Tenakee Springs | \$0 | \$15,854 | \$1,523 | \$17,377 | 142 | \$122 |
| Eek | \$0 | \$41,200 | \$0 | \$41,200 | 348 | \$118 |
| Brevig Mission | \$0 | \$48,201 | \$0 | \$48,201 | 415 | \$116 |
| Chevak | \$0 | \$113,669 | \$0 | \$113,669 | 1,023 | \$111 |
| Gambell | \$0 | \$76,450 | \$0 | \$76,450 | 698 | \$110 |

(1) Could include: bed, alcohol, car rental, raw fish, tobacco and other miscellaneous taxes

Average statewide per-capita revenue (Excludes North Slope) \$1,855

Average statewide per-capita revenue (Including North Slope) \$2,353

| Municipality | Property Tax | Sales Tax | Other Tax (1) | Total Tax | Population | Tax Per Capita |
|------------------|------------------------|----------------------|----------------------|------------------------|----------------|----------------|
| Mekoryuk | \$0 | \$24,301 | \$0 | \$24,301 | 222 | \$109 |
| Hydaburg | \$0 | \$43,408 | \$0 | \$43,408 | 402 | \$108 |
| Shishmaref | \$0 | \$61,543 | \$0 | \$61,543 | 574 | \$107 |
| Kivalina | \$0 | \$42,245 | \$0 | \$42,245 | 412 | \$103 |
| Teller | \$0 | \$26,267 | \$0 | \$26,267 | 261 | \$101 |
| Tanana | \$0 | \$23,635 | \$0 | \$23,635 | 240 | \$98 |
| Kiana | \$0 | \$40,102 | \$0 | \$40,102 | 425 | \$94 |
| Chefornak | \$0 | \$42,150 | \$0 | \$42,150 | 457 | \$92 |
| Shungnak | \$0 | \$25,496 | \$0 | \$25,496 | 290 | \$88 |
| Barrow | \$0 | \$0 | \$362,095 | \$362,095 | 4,933 | \$73 |
| Angoon | \$0 | \$27,402 | \$794 | \$28,196 | 426 | \$66 |
| White Mountain | \$0 | \$10,380 | \$0 | \$10,380 | 187 | \$56 |
| Napaskiak | \$0 | \$24,919 | \$0 | \$24,919 | 444 | \$56 |
| Toksook Bay | \$0 | \$27,074 | \$0 | \$27,074 | 622 | \$44 |
| Ouzinkie | \$0 | \$5,585 | \$0 | \$5,585 | 172 | \$32 |
| Port Lions | \$0 | \$0 | \$4,443 | \$4,443 | 174 | \$26 |
| McGrath | \$0 | \$0 | \$8,237 | \$8,237 | 327 | \$25 |
| Nunam Iqua | \$0 | \$5,032 | \$0 | \$5,032 | 210 | \$24 |
| Kwethluk | \$0 | \$17,270 | \$0 | \$17,270 | 793 | \$22 |
| Nightmute | \$0 | \$3,334 | \$0 | \$3,334 | 285 | \$12 |
| Manokotak | \$0 | \$4,984 | \$0 | \$4,984 | 482 | \$10 |
| Anaktuvuk Pass | \$0 | \$0 | \$3,452 | \$3,452 | 393 | \$9 |
| Statewide | \$1,376,812,209 | \$229,203,933 | \$129,254,888 | \$1,735,271,030 | 737,625 | \$2,347 |

(1) Could include: bed, alcohol, car rental, raw fish, tobacco and other miscellaneous taxes

Average statewide per-capita revenue (Excludes North Slope) \$1,855

Average statewide per-capita revenue (Including North Slope) \$2,353



CITY OF HOMER

POLICE DEPARTMENT

4060 HEATH STREET HOMER, AK 99603-7609

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

MEMORANDUM

DATE: November 22nd, 2017
TO: Katie Koester, City Manager
FROM: Mark Robl, Chief of Police
SUBJECT: Drone Operations

I have heard of concerns from the public about the possible acquisition of a drone for use by the police department. There are a lot of misconceptions about drone use. I'd like to address some of these and explain how the use of the drone will be controlled.

FAA laws are in place that tightly control drone use. Drones can be bought on-line and used by anyone, yet very few people operate them in accordance with the law. Drones cannot be flown over people or homes with very few exceptions. Drones have to be operated in accordance with the airspace regulations in place for the area of operations. In Homer this means there are limited places where you can legally have your drone take off from and fly. Anyone operating the drone for the police department will be licensed to do so by the FAA and will ensure the operation complies with the law.

Police Department operations have to also comply with privacy laws and constitutional law. We will not be able to fly over anyone's home without a search warrant except in very limited emergency circumstances. The same laws that apply to all police operations on the ground apply to drone use as well. I anticipate the majority of our drone use will be for search and rescue and for providing different views of emergency scenes. Even in these cases, the police department will have to obtain emergency approval from the FAA to operate the drone over people or private property.

We will not commence any drone operations without a controlling policy in place. If the purchase is approved we will write a policy before any flights occur. I suggest we have the council review and approve this policy so the public has an opportunity to comment and voice their concerns.



Kachemak Bay Family Planning Clinic
Board of Directors
3959 Ben Walters Lane
Homer, Alaska 99603
(907)235-3436



City of Homer
491 East Pioneer Avenue
Homer, Alaska 99603

20 November 2017

Dear Mayor Zak, Council Members and City of Homer,

On behalf of Kachemak Bay Family Planning Clinic (KBFPC) and the R.E.C. Room (a Youth Resource & Enrichment Co-op), I want to thank the City of Homer for its support of area non-profits in 2017. KBFPC received a Homer Foundation – City of Homer grant for \$4,335 which provided valuable general operating support. In addition, I thank the Homer Foundation for administering this important program.

City support of non-profits is prudent use of tax payer money; it ensures that safety-net services continue for the most vulnerable in our community and improves the health and well-being of community members across all demographics. Non-profits employ approximately 12% of our workforce (2014 data) and the relatively small financial infusion from the City is key to generating millions in revenues that provide essential services and impact the entire economic sector in the City.

The City of Homer grant leverages resources from other funders while helping us keep our doors open to everyone in our community, regardless of their ability to pay. It's especially appreciated now, as we experience reductions in federal and state funding. Thanks to this grant and other generous support from our community, we provided quality reproductive health care services – including screenings for breast and cervical cancer, birth control consultation and supplies, infertility and preconception counseling, pregnancy testing, and STD/STI testing and treatment – for approximately 1,000 men and women every year.

Youth in Homer rely on the R.E.C. Room as a safe and welcoming place to meet with friends after school and get connected with other local resources. Over 900 teens to participated in our youth education programs and healthy alternative activities, including school-based, peer-led health education.

Community commitment and support make our work possible. Our thanks, again, to the City of Homer, the Homer Foundation, and all our community partners who support KBFPC to serve as a trusted source of up-to-date, accurate and affordable reproductive health care and education since 1983.

Thank you,
Yours sincerely,

A handwritten signature in purple ink that reads "Mary Lou Kelsey".

Mary Lou Kelsey
KBFPC Board President

Supported in part by Title X Funding

Kachemak Bay Family Planning Clinic is a 501(c)(3) non-profit organization, FEIN 92-0106486.
All donations are tax deductible to the extent allowed by law.





City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

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(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: MAYOR ZAK AND CITY COUNCIL
FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK
DATE: NOVEMBER 22, 2017
SUBJECT: BID REPORT

Request for Proposals for Design and Build Completion of Fish Dock Waterline and Heat Trace System Replacement

City of Homer's Port and Harbor is requesting proposals from qualified firms for the design and replacement of the Fish Dock waterline and heat trace system. The City of Homer provides potable water at seven locations on the Fish Dock during the summer and at three locations during the winter. The current waterline is a 30 year old galvanized pipe which is heavily pitted and needs to be replaced. The heat trace system is also old and failing. We are therefore soliciting bids from contractors to replace this old system with modern materials.

There is a **mandatory Pre-Bid meeting** and walk-through to be held on **Monday, November 13, 2017 at 10:00 a.m.**, located at the **Ice Plant, 795 Fish Dock Rd.**

Sealed Proposals for Design and Build Completion of Fish Dock Waterline and Heat Trace System Replacement shall be received at the Office of the City Clerk **no later than 4:30 p.m., Thursday, November 30, 2017.** The time of receipt will be determined by the City Clerk's time stamp.

CITY ATTORNEY REPORT

COMMITTEE REPORTS



MEMORANDUM

To: Mayor Zak and Homer City Council
 From: Employee Committee
 Date: November 22, 2017
 Subject: Health Insurance Renewal and COLA

The Employee Committee met on Tuesday, November 9, 2017 to further review the 2018 health care plan, employee/employer premium splits, the parity study, and cost of living adjustments.

After evaluation, the committee recommends the City Council consider the following:

1. Pass Resolution 17-093 approving the renewal of the Premera, Sun Life, and Prudential insurance policies.
2. Adopt the Mayor's proposed budget amendment recommending a 1% COLA for city employees as detailed in the city council packet.

The employee committee understands Resolution 17-093 includes an approximate \$142,000 premium increase from FY2017 and we endorse the proposed 7.7% (\$10,934) cost allocation to employee out-of-pocket premiums. The table below illustrates the adjusted FY2018 employee out-of-pocket monthly premiums:



HEALTH INSURANCE PREMIUM SCHEDULE **CORE** MEDICAL PLAN

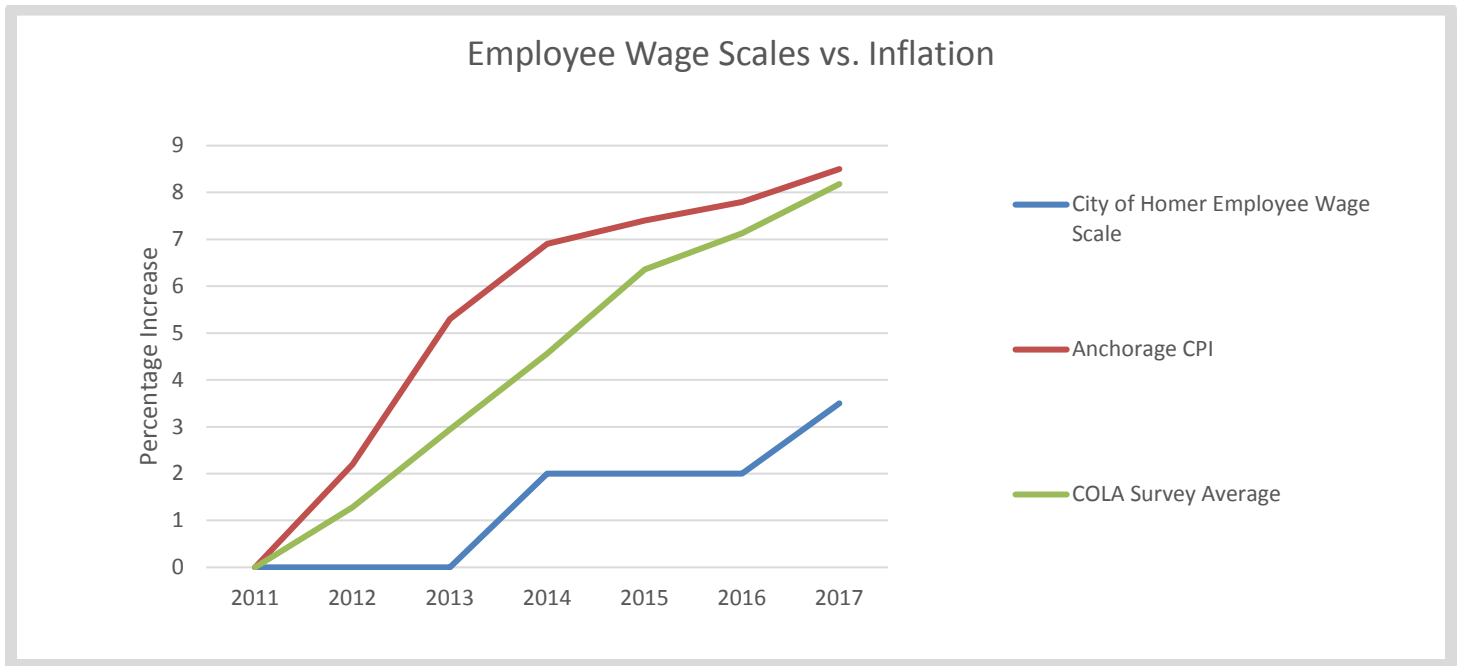
| | Employee | Employee + Spouse | Employee + Child(ren) | Family | \$1500 Individual Deductible | \$3000 Family Deductible |
|------------------------|--------------------------|--------------------------|--------------------------|--------------------------|------------------------------|--------------------------|
| 2018 Monthly | Month | Month | Month | Month | \$4000 out-of-pocket | \$8000 out-of-pocket |
| Medical/ Vision/Dental | \$ 88.70 | \$ 177.44 | \$ 200.64 | \$ 283.14 | individual limit | family limit |
| | \$ 6.34 monthly increase | \$12.68 monthly increase | \$14.34 monthly increase | \$20.24 monthly increase | | |
| Medical & Vision | \$ 85.20 | \$ 170.44 | \$ 190.14 | \$ 256.64 | | |
| Dental | \$ 3.50 | \$ 7.00 | \$ 10.50 | \$ 17.50 | | |

We believe the 7.7% cost allocation to employee out-of-pocket premiums is further supported by the information provided in HR Director Browning's October 24, 2017 Salary and Benefits Survey memo, on page three, revealing that the City of Homer has achieved significantly lower employer costs for health insurance than other municipalities surveyed. In fact, the City has achieved its savings by shifting from a self-insured plan to a fully insured plan through a private insurer, and by re-allocating some of its costs to the employees. See the table below:

The average cost of health plans among employers (employer share only) is:

| Insurance Category | Survey Average Employer Share | City of Homer Employer Share |
|-----------------------|-------------------------------|------------------------------|
| Employee Only | \$1,146 | \$749 |
| Employee + Spouse | \$1,946 | \$1,546 |
| Employee + Child(ren) | \$1,763 | \$1,388 |
| Family | \$2,589 | \$2,191 |

Regarding cost of living adjustments. After a comparative analysis of the cost of living adjustments featured on Page 35 of the Salary and Benefits survey and the Anchorage Consumer Price Index (CPI) provided by the Alaska Department of Labor, <http://live.laborstats.alaska.gov/cpi/index.cfm>, the data revealed the City of Homer’s employee wage scale has fallen behind nearly 5 percentage points from the survey average over the past six years. See the table below:



Therefore, the employee committee endorses the Mayor’s proposed budget amendment recommending a 1% COLA for city employees as detailed in the city council packet.

Finally, for future planning and budget purposes, the employee committee recommends the Homer City Council consider implementing regular incremental COLA’s relative to the annual change in the Anchorage CPI, rather than trying to “catch up” through the implementation of sporadic, larger COLAs, realizing that these larger COLA’s are challenging to budget for. This practice will help to keep our wage scale comparable to other municipalities in the south central region and prevent it from being out-paced by inflation.

PENDING BUSINESS

NEW BUSINESS

RESOLUTIONS

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

3 City Manager

4 **RESOLUTION 17-195**

5
6 A RESOLUTION OF THE HOMER CITY COUNCIL APPROVING AN
7 AMENDMENT TO THE ICICLE SEAFOOD'S, INC. LEASE FOR LOT 41
8 TO INCLUDE LOT 42 HOMER SPIT SUBDIVISION AMENDED, WHICH
9 EXPIRES DECEMBER 31, 2036 WITH A BASE RENT OF \$69,648
10 SUBJECT TO APPRAISAL AND AUTHORIZING THE CITY MANAGER
11 TO EXECUTE THE APPROPRIATE DOCUMENTS.
12

13 WHEREAS, Icicle Seafoods, Inc. is in a 20-year lease with two 5-year options which
14 expires Dec. 31, 2036 with the City of Homer for Lot 41 Homer Spit Subdivision Amended; and
15

16 WHEREAS, Icicle Seafood's, Inc. also leases the adjacent lot, Lot 42 Homer Spit
17 Subdivision Amended from the Alaska Mental Health Trust Authority; and
18

19 WHEREAS, Ordinance 17-41 authorizes the City to acquire from Alaska Mental Health
20 Trust Authority (AMHTA) as fee simple absolute ownership of Lot 42 Homer Spit Subdivision
21 Amended and to remove all claims or cloud made by AMHTA of partial ownership of any and
22 all properties on the Homer Spit; and
23

24 WHEREAS, On January 9, 2017 the City Council adopted Resolution 17-008 supporting
25 a new 20-year lease with two, five-year options with Icicle Seafoods LLC. for Lot 41 Homer Spit
26 Subdivision Amended without the parcel being advertised through the Request for Proposal
27 process; and
28

29 WHEREAS, Icicle Seafood's Inc. has expressed interest in amending its' long term lease
30 with the city for Lot 41 to include Lot 42 Homer Spit Subdivision Amended; and
31

32 WHEREAS, When the City is successful in acquiring Lot 42 from the AMTHA it is in the
33 best interest of the community to support the continued operation of a long-standing lessee
34 with a successful business in the City of Homer, as a seafood-buyer and commercial fishing
35 fleet support facility, without Lot 42 Homer Spit Subdivision Amended being advertised
36 through the Request for Proposal process.
37

38 NOW THEREFORE BE IT RESOLVED, the City Council hereby authorizes the City Manager
39 to amend the existing lease for Lot 41 with Icicle Seafood's Inc. upon acquiring Lot 42 from
40 AMHTA as follows:
41

42 Section 1 Icicle lease of lot 41, Lease of Property – Add Lot 42 Homer Spit Subdivision
43 Amended containing 64,033 square feet, more or less, also known as Kenai Peninsula Borough
44 Tax Parcel No. 18103418.

45
46 Section 4.01 Base Rent – Amending the annual base rent from \$35,070 to \$69,648
47 payable monthly in advance in installments of \$5,804 plus tax beginning on the date the
48 acquisition is recorded with the State of Alaska, subject to appraisal.

49
50 NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby approves
51 amending the Icicle Seafood’s, Inc. lease of Lot 41, to include Lot 42 Homer Spit Subdivision
52 Amended with an annual base rent to \$69,648 and authorizing the City Manager to execute the
53 appropriate documents.

54
55 PASSED AND ADOPTED by the Homer City Council this 27st day of November, 2017.

56
57
58 CITY OF HOMER
59
60
61 _____
62 DONNA ADERHOLD, MAYOR PRO TEMPORE

63 ATTEST:
64 _____
65 MELISSA JACOBSEN, MMC, CITY CLERK

66
67 Fiscal Note: Currently the base lease is for lot 41 is \$35,070 annually, which will increase to
68 \$69,648 annually once lot 42 is included in the lease. An appraisal of both properties will be
69 performed to make sure the price is reflective of current market conditions, as is customary
70 every 5 years with all leased properties.

71

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

