



# City of Homer

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

Office of the City Clerk

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## Memorandum

### Agenda Changes/Supplemental Packet

TO: MAYOR ZAK AND HOMER CITY COUNCIL  
FROM: MELISSA JACOBSEN, MMC, CITY CLERK  
DATE: APRIL 23, 2018  
SUBJECT: AGENDA CHANGES AND SUPPLEMENTAL PACKET

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#### CONSENT AGENDA

**Resolution 18-038**, A Resolution of the City Council of Homer, Alaska Amending the Hickerson Memorial Cemetery Policy Updating Definitions and Transferring a Plot Reservation, and the Fee Schedule Establishing a Fee of \$400 for Cremains Plots. City Clerk. Changed to Resolution 18-042 to correct number duplication. Page 3

**Ordinance 18-22**, An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating a Commercial Vessel Passenger Tax Program Pass Through Grant from the Kenai Peninsula Borough for Calendar Year 2017 in the Amount of \$31,532.50 and Authorizing the City Manager to Execute the Appropriate Documents. City Manager. Lines 33 and 37 revisor corrections to reflect 2017 information. Page 5

#### ORDINANCES

**Ordinance 18-26**, An Ordinance of the City Council of Homer, Alaska Authorizing the City to Issue General Obligation Bonds in the Principal Amount of not to Exceed \$5,000,000 to Finance Public Safety Operating and Infrastructure, Including Construction of a Police Station; Amending HCC 9.16.100 to Provide for an Increase in the Rate of City Sales Tax From 4.5% to 5.5% from June 1 through August 31, with .8% of the Increase Providing Funds to Pay Debt Service on the General Obligation Bonds and Expiring on August 31 of the Year when the City has Received Sufficient Funds from the Increase to Pay all of that Debt Service; and Submitting the Question of the Issuance of Such Bonds and Such Sales Tax Rate Increase to the Qualified Voters of the City at the October 2, 2018 Regular Election. Mayor/Council.

Memorandum 18-051 from City Manager as backup

Corrected amendments 1 and 2, and new amendment 5

Page 7

**Ordinance 18-27**, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds in the Amount of \$5,000 from the Police Station Reserve Fund for a Public Information Campaign in Support of the Ballot Proposition to Issue General Obligation Bonds of \$5 Million Dollars to Finance the Construction of a Police Station and Provide for an Increase in the Rate of City Sales Tax from 4.5% to 4.8% with 0.25% of the Increase Providing Funds to Pay Debt Service on the General Obligation Bonds which will Expire on December 31 the Year when the City has Received Sufficient Funds from the Increase to Pay all of that Debt Service, Including Information that may Influence the Outcome of the Election on The Proposition. Smith.

Line 47 revisor corrections to reflect sale tax information.

Page 13

### **PENDING BUSINESS**

**Resolution 18-036(A)**, A Resolution of the City Council of Homer, Alaska, Establishing the Homer Education and Recreation (HERC) Task Force to Determine the Financial Resources Required to Use the Building and Leasing Space is a Feasible Option. Aderhold. To replace Resolution 18-036.

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### **RESOLUTIONS**

**Resolution 18-041**, A Resolution of the Homer City Council Amending the Fee Schedule under Port and Harbor Department and Port of Homer Terminal Tariff No. 1 to add a Parking Fee for Vehicles and Trailers Utilizing the Small Boat Harbor Public Launch Ramp. Smith.

Memorandum 18-053 from Port Director/Harbormaster as backup

Page 21

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

City Clerk

3  
4 **RESOLUTION 18-042**

5  
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,  
7 AMENDING THE HICKERSON MEMORIAL CEMETERY POLICY  
8 UPDATING DEFINITIONS AND TRANSFERRING A PLOT  
9 RESERVATION, AND THE FEE SCHEDULE ESTABLISHING A FEE OF  
10 \$400 FOR A CREMAINS PLOT.

11  
12 WHEREAS, The Hickerson Memorial Cemetery Policies and Guidelines were adopted by  
13 Resolution 17-056; and

14  
15 WHEREAS, In working with the new policies and guidelines some minor revisions are  
16 needed to add and clarify definitions of cremains plots, interment lot, and  
17 Interment/Reservation Application Permit, and include the ability to transfer a reserved plot  
18 to another person; and

19  
20 WHEREAS, The policies and guidelines were adopted prior to completion of the  
21 cemetery expansion and do not make reference to the forty, 2 foot by 2 foot cremains plots  
22 that are now available; and

23  
24 WHEREAS, The City of Homer Fee Schedule was amended by Resolution 15-097(S)(A) to  
25 increase the cost of a cemetery plot from \$200 to \$1000; and

26  
27 WHEREAS, A standard plot is approximately five foot by ten foot, sized to inter up to two  
28 caskets with advanced notice, one casket and two cremains, or three cremains, and the  
29 smaller cremains plot is sized for one human's cremains; and

30  
31 WHEREAS, The cost of \$400 is a more reasonable fee for a smaller cremains plot and is  
32 consistent with other cemeteries in the state who have these smaller plots available.

33  
34 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, hereby  
35 amends the Hickerson Memorial Cemetery Policy updating definitions and transferring a plot  
36 reservation, and the fee schedule establishing a fee of \$400 for a cremains plot.

37  
38 PASSED AND ADOPTED by the Homer City Council this 23 day of April, 2018.

39  
40  
41 CITY OF HOMER

42  
43 \_\_\_\_\_  
44 BRYAN ZAK, MAYOR

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46 ATTEST:

47

48

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

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51 Fiscal note: Cemetery Fees

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

3 City Manager

4 **ORDINANCE 18-22**

5  
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,  
7 ACCEPTING AND APPROPRIATING A COMMERCIAL VESSEL  
8 PASSENGER TAX PROGRAM PASS THROUGH GRANT FROM THE  
9 KENAI PENINSULA BOROUGH FOR CALENDAR YEAR 2017 IN THE  
10 AMOUNT OF \$31,532.50 AND AUTHORIZING THE CITY MANAGER  
11 TO EXECUTE THE APPROPRIATE DOCUMENTS.  
12

13 WHEREAS, The State of Alaska collects revenues under the Commercial Vessel  
14 Passenger Tax Program and remits proceeds to boroughs which contain ports where cruise  
15 ships land; and  
16

17 WHEREAS, The Kenai Peninsula Borough has received such funds for calendar year 2017  
18 and decided to pass those revenues through to Homer and Seward; the communities where  
19 cruise ships land and utilize local infrastructure and services; and  
20

21 WHEREAS, The Borough Assembly adopted KPB Ordinance 2017-19-24 which  
22 appropriated funds and authorized a pass through grant to the City of Homer in the amount of  
23 \$31,532.50; and  
24

25 WHEREAS, The grant funds must be used for port and harbor projects that benefit cruise  
26 ship passengers and the City has proposed the use of the proceeds of this grant to replace the  
27 bathroom at the top of Ramp 2.  
28

29 NOW THEREFORE, THE CITY OF HOMER ORDAINS:  
30

31 Section 1. The Homer City Council hereby accepts and appropriates a Commercial  
32 Vessel Passenger Tax Program pass through grant from the Kenai Peninsula Borough for the  
33 calendar year 2017 in the amount of \$31,532.50 as follows:  
34

35 Revenue		
36 Account	Description:	Amount:
37 460-0927	KPB CVPT Pass Through Grant for 2017	\$31,532.50

38

39 Section 2. The City Manager is authorized to execute the appropriate documents.  
40

41 Section 3. This ordinance is a budget ordinance only, is not permanent, and shall not  
42 be codified.

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ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this \_\_\_\_ day of \_\_\_\_\_, 2018.

CITY OF HOMER

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

ATTEST:

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

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:

Reviewed and approved as to form:

\_\_\_\_\_  
Katie Koester, City Manager

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

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

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

**AMENDMENT NO. 1 (corrected)**

**6 month seasonal sales tax**

Line 13

Delete "4.5% TO 5.5% FROM JUNE 1 THROUGH AUGUST 31, WITH 0.8%"

Insert "4.5% TO 5% FROM APRIL 1 THROUGH SEPTEMBER 31, WITH 0.4%"

Line 16 Delete "AUGUST" insert "SEPTEMBER"

Line 73

**Delete "c. An additional consumer's sales tax in the amount of one percent is hereby levied by the City of Homer on all sales, rents and services within the City from June 1 through August 31, except as the same may be otherwise exempted by law, for the purpose of funding public safety operations and infrastructure within the City, including construction of a police station and, without limitation, debt retirement of capital improvements related to the police station with .8 percent of the increase providing funds to pay debt service on the general obligation bonds and expiring on August 31 of the year when the City has received sufficient funds from the increase to pay all of that debt service ."**

**Insert "c. An additional consumer's sales tax in the amount of **one half of one percent (0.5%)** is hereby levied by the City of Homer on all sales, rents and services within the City from **April 1 through September 31**, except as the same may be otherwise exempted by law, for the purpose of funding public safety operations and infrastructure within the City, including construction of a police station and, without limitation, debt retirement of capital improvements related to the police station with **0.4** percent of the increase providing funds to pay debt service on the general obligation bonds and expiring on **September 31** of the year when the City has received sufficient funds from the increase to pay all of that debt service ."**

Line 91

**Delete "1.0% SEASONAL SALES TAX RATE INCREASE TO 5.5%"**

**Insert "0.5% SEASONAL SALES TAX RATE INCREASE TO 5%"**

Line 93

**Delete "Shall the City of Homer incur debt and issue general obligation bonds in an amount not to exceed Five Million Dollars (\$5,000,000) to finance the planning, design and construction of a police station and related capital improvements; and shall the rate of City sales tax be increased by one percent (1.0%) to five and one-half percent (5.5%) from June 1 through August 31, for the purpose of funding public safety operations and infrastructure within the City, including construction of a police station and, without limitation, debt retirement of capital improvements related to a police station with**

.8% of the increase to pay debt service on the general obligation bonds and expiring on August 31 of the year when the City has received sufficient funds from the increase to pay all of that debt service?"

**Insert** "Shall the City of Homer incur debt and issue general obligation bonds in an amount not to exceed Five Million Dollars (\$5,000,000) to finance the planning, design and construction of a police station and related capital improvements; and shall the rate of City sales tax be increased by **one half** of one percent **(0.5%) to five percent (5%) from April 1 through September 31**, for the purpose of funding public safety operations and infrastructure within the City, including construction of a police station and, without limitation, debt retirement of capital improvements related to a police station with **0.4%** of the increase to pay debt service on the general obligation bonds and expiring on **September 31** of the year when the City has received sufficient funds from the increase to pay all of that debt service?"



**AMENDMENT NO. 2 (corrected)**

**Year Round Sales Tax 0.3%**

Line 13

Delete "4.5% TO 5.5% FROM JUNE 1 THROUGH AUGUST 31, WITH 0.8%"

Insert "4.5% TO 4.8%, WITH 0.25%"

Line 14

Delete "AUGUST" Insert "DECEMBER"

Line 73

Delete "c. An additional consumer's sales tax in the amount of one percent is hereby levied by the City of Homer on all sales, rents and services within the City from June 1 through August 31, except as the same may be otherwise exempted by law, for the purpose of funding public safety operations and infrastructure within the City, including construction of a police station and, without limitation, debt retirement of capital improvements related to the police station with .8 percent of the increase providing funds to pay debt service on the general obligation bonds and expiring on August 31 of the year when the City has received sufficient funds from the increase to pay all of that debt service ."

Insert "c. An additional consumer's sales tax in the amount of **three tenths of one percent (0.3%)** is hereby levied by the City of Homer on all sales, rents and services within the City, except as the same may be otherwise exempted by law, for the purpose of funding public safety operations and infrastructure within the City, including construction of a police station and, without limitation, debt retirement of capital improvements related to the police station with **0.25** percent of the increase providing funds to pay debt service on the general obligation bonds and expiring on **December 31** of the year when the City has received sufficient funds from the increase to pay all of that debt service ."

Line 91

Delete "1.0% SEASONAL SALES TAX RATE INCREASE TO 5.5%"

Insert "0.3% SALES TAX RATE INCREASE TO 4.8%"

Line 93

Delete "Shall the City of Homer incur debt and issue general obligation bonds in an amount not to exceed Five Million Dollars (\$5,000,000) to finance the planning, design and construction of a police station and related capital improvements; and shall the rate of City sales tax be increased by one percent (1.0%) to five and one-half percent (5.5%) from June 1 through August 31, for the purpose of funding public safety operations and infrastructure within the City, including construction of a police station and, without limitation, debt retirement of capital improvements related to a police station with

.8% of the increase to pay debt service on the general obligation bonds and expiring on August 31 of the year when the City has received sufficient funds from the increase to pay all of that debt service?”

**Insert** “Shall the City of Homer incur debt and issue general obligation bonds in an amount not to exceed Five Million Dollars (\$5,000,000) to finance the planning, design and construction of a police station and related capital improvements; and shall the rate of City sales tax be increased by **three tenths** of one percent **(0.3%) to four and eight tenths percent (4.8%)**, for the purpose of funding public safety operations and infrastructure within the City, including construction of a police station and, without limitation, debt retirement of capital improvements related to a police station with **0.25%** of the increase to pay debt service on the general obligation bonds and expiring on **December 31** of the year when the City has received sufficient funds from the increase to pay all of that debt service?”

AMENDMENT NO. 5

Line 11

Delete "4.5% TO 5.5% FROM JUNE 1 THROUGH AUGUST 31, WITH .8%"

Insert "4.85%, WITH .05%"

Line 64

**Delete** "c. An additional consumer's sales tax in the amount of one percent is hereby levied by the City of Homer on all sales, rents and services within the City from June 1 through August 31, except as the same may be otherwise exempted by law, for the purpose of funding public safety operations and infrastructure within the City, including construction of a police station and, without limitation, debt retirement of capital improvements related to the police station with .8 percent of the increase providing funds to pay debt service on the general obligation bonds and expiring on August 31 of the year when the City has received sufficient funds from the increase to pay all of that debt service ."

**Insert** "c. An additional consumer's sales tax in the amount of **three and one half tenths** of one percent (0.35%) is hereby levied by the City of Homer on all sales, rents and services within the City, except as the same may be otherwise exempted by law, for the purpose of funding public safety operations and infrastructure within the City, including construction of a police station and, without limitation, debt retirement of capital improvements related to the police station with **0.3** percent of the increase providing funds to pay debt service on the general obligation bonds and expiring on **December** 31 of the year when the City has received sufficient funds from the increase to pay all of that debt service ."

Line 80

**Delete** "1.0% SEASONAL SALES TAX RATE INCREASE TO 5.5%"

**Insert** "0.35% SALES TAX RATE INCREASE TO 4.85%"

Line 82

**Delete** "Shall the City of Homer incur debt and issue general obligation bonds in an amount not to exceed Five Million Dollars (\$5,000,000) to finance the planning, design and construction of a police station and related capital improvements; and shall the rate of City sales tax be increased by one percent (1.0%) to five and one-half percent (5.5%) from June 1 through August 31, for the purpose of funding public safety operations and infrastructure within the City, including construction of a police station and, without limitation, debt retirement of capital improvements related to a police station with .8% of the increase to pay debt service on the general obligation bonds and expiring on August 31 of the year when the City has received sufficient funds from the increase to pay all of that debt service?"

**Insert** “Shall the City of Homer incur debt and issue general obligation bonds in an amount not to exceed Five Million Dollars (\$5,000,000) to finance the planning, design and construction of a police station and related capital improvements; and shall the rate of City sales tax be increased by **three and a half tenths** of one percent **(.35%)** to **four and eight and a half tenths percent (4.85%)**, for the purpose of funding public safety operations and infrastructure within the City, including construction of a police station and, without limitation, debt retirement of capital improvements related to a police station with **0.3%** of the increase to pay debt service on the general obligation bonds and expiring on **December 31** of the year when the City has received sufficient funds from the increase to pay all of that debt service?”

0.35% year round sales tax. (Amendment No. 5)

Tax Collected Annually Year round at .35%	\$609,884
.3% (debt retirement)	\$522,758
.05% (operations)	\$87,126

**CITY OF HOMER  
HOMER, ALASKA**

Smith

**ORDINANCE 18-27**

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA, APPROPRIATING FUNDS IN THE AMOUNT OF \$5,000 FROM THE POLICE STATION RESERVE FUND FOR A PUBLIC INFORMATION CAMPAIGN IN SUPPORT OF THE BALLOT PROPOSITION TO ISSUE GENERAL OBLIGATION BONDS OF \$5 MILLION DOLLARS TO FINANCE THE CONSTRUCTION OF A POLICE STATION AND PROVIDE FOR AN INCREASE IN THE RATE OF CITY SALES TAX FROM 4.5% TO 4.8% WITH 0.25% OF THE INCREASE PROVIDING FUNDS TO PAY DEBT SERVICE ON THE GENERAL OBLIGATION BONDS WHICH WILL EXPIRE ON DECEMBER 31 THE YEAR WHEN THE CITY HAS RECEIVED SUFFICIENT FUNDS FROM THE INCREASE TO PAY ALL OF THAT DEBT SERVICE, INCLUDING INFORMATION THAT MAY INFLUENCE THE OUTCOME OF THE ELECTION ON THE PROPOSITION.

WHEREAS, City Council has previously shown through approval of Resolution 13-087(A) and Resolution 14-093 that having a new Public Safety Building was one of the top five Capital Improvements Projects and due to the decline in revenues, particularly from the State of Alaska, the City faces the probability of the project not receiving additional funding; and

WHEREAS, The City Council views the acquisition and construction of a new police station and related capital improvements as necessary and beneficial to the community, and determines that to fund such improvements general obligation bonds of the City should be authorized, issued and sold; and

WHEREAS, It is prudent long-term planning to identify a source of funds required to properly maintain this important public asset over time; and

WHEREAS, It is the Council's duty and desire to ensure all city voters are aware of the impact that issuing General Obligation Bonds and implementing a 1% sales tax would have on the construction and financing of the new Police Station; and

WHEREAS, AS 15.13.145(c)(2) permits the City to provide the public with nonpartisan information about a ballot proposition, but AS 15.13.145(b) prohibits the City from using funds to influence the outcome of an election concerning a ballot proposition unless the City specifically appropriates the funds for that purpose by ordinance; and

43 WHEREAS, The Alaska Public Offices Commission (“APOC”), which enforces AS  
44 15.13.145, has interpreted nonpartisan information permitted under AS 15.13.145(c)(2) very  
45 narrowly, so that the City cannot inform the public fully about the effects of the ballot  
46 proposition to issue general obligation bonds in an amount of \$5 million dollars and increase  
47 the sales tax 0.25% to pay debt service without including information that APOC likely would  
48 categorize as influencing the outcome of the election on the ballot proposition.

49  
50 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

51  
52 Section 1. The City Council hereby appropriates funds from the Police Station Reserve  
53 Fund to provide public information on the ballot proposition to issue General Obligation Bonds  
54 in the amount of \$5 Million Dollars to finance the acquisition and construction of a police  
55 station and provide for an increase in the rate of city sales tax from 4.5% to 4.8% with 0.25% of  
56 the increase providing funds to pay debt service on the general obligation bonds which will  
57 expire on December 31 the year when the city has received sufficient funds from the increase  
58 to pay all of that debt service and 0.05% remaining into perpetuity for the sole purpose of  
59 police station operations and maintenance , including information that may influence the  
60 outcome of the election on the proposition.

61

62 Revenue:		
<u>Account</u>	<u>Description</u>	<u>Amount</u>
63	64 Police Station Reserve Fund	\$5,000.00

65

66 Expenditure:		
<u>Account</u>	<u>Description</u>	<u>Amount</u>
67	68 Public Information Campaign 69 on Ballot Proposition	\$5,000.00

70  
71

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

74  
75 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this \_\_\_day of \_\_\_\_\_, 2018.

76  
77 CITY OF HOMER

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79 \_\_\_\_\_  
80 BRYAN ZAK, MAYOR

81  
82  
83 ATTEST:

84

85 \_\_\_\_\_

86 MELISSA JACOBSEN, MMC, CITY CLERK

87

88

89 YES:

90 NO:

91 ABSTAIN:

92 ABSENT:

93

94 First Reading:

95 Public Hearing:

96 Second Reading:

97 Effective Date:

98

99 Reviewed and approved as to form:

100

101 \_\_\_\_\_

102 Katie Koester, City Manager

103

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

\_\_\_\_\_

Holly C. Wells, City Attorney

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





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

Aderhold

3  
4 **RESOLUTION 18-036(A)**

5  
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,  
7 ESTABLISHING THE HOMER EDUCATION AND RECREATION  
8 COMPLEX (HERC) TASK FORCE TO DETERMINE THE FINANCIAL  
9 RESOURCES REQUIRED TO USE THE BUILDING AND LEASING  
10 SPACE IS A FEASIBLE OPTION.  
11

12 WHEREAS, The property the Homer Education and Recreation Center (HERC) is located  
13 on comprises four parcels that Homer area residents separately donated to the territorial  
14 school, the Parent Teacher Association of Homer, and to the Territory of Alaska in the 1940s  
15 and the 1950s, which were then transferred to the Kenai Peninsula Borough in 1974; and  
16

17 WHEREAS, When the property was conveyed from the Kenai Peninsula Borough to the  
18 City of Homer in 1998 it was to allow public use of the gym and associated restrooms (the  
19 upstairs being occupied by the Kachemak Bay Branch of the Kenai Peninsula College); and  
20

21 WHEREAS, Since conveyance of the property to the City of Homer in 1998 the HERC has  
22 been used as public gymnasium space and until 2011 a campus of the Kachemak Bay Branch  
23 of the Kenai Peninsula College; and  
24

25 WHEREAS, Without an anchor tenant since 2011 the building has been underutilized;  
26 and  
27

28 WHEREAS, Homer City Council and the Parks Art Recreation and Culture Advisory  
29 Commission held a joint work session on January 8, 2018 to discuss the future of the Homer  
30 Education and Recreation Complex (HERC); and  
31

32 WHEREAS, Four main ideas were discussed including a convention center, shared  
33 police station and recreation facility, selling the property, and using the HERC as a recreation  
34 facility, and  
35

36 WHEREAS, Resolution 18-013(A) selected a new site for the Police Station, so a shared  
37 rec/police station is no longer an option that needs further investigation, and  
38

39 WHEREAS, The HERC property presents opportunity for community use but also has  
40 long term financial costs for the City; and  
41

42 WHEREAS, More information and community process is needed to determine the  
43 feasibility and desirability of expanding the use of the HERC building for recreation or as a  
44 multi-use building, and

45  
46 WHEREAS, The feasibility of HERC as a convention space is also a complex question that  
47 would require additional study; and  
48

49 WHEREAS, The decision to sell the property should be entertained only after a thorough  
50 study of the feasibility of HERC as a long term recreation facility or other use such as  
51 convention center; and  
52

53 WHEREAS, Council adopted Resolution 18-006, to use HERC for Community Recreation  
54 until such time as the building is demolished; and  
55

56 WHEREAS, There is preliminary interest in leasing the building to use as a public school.  
57

58 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer Alaska establishes  
59 the Homer Education and Recreation Complex (HERC) Task Force to determine the financial  
60 resources required to use the building and if leasing space is a feasible option.  
61

62 BE IT FURTHER RESOLVED that the task force shall be tasked with evaluating the  
63 following and providing a recommended preferred alternative to the Homer City Council on or  
64 before the November, 2018 City Council meeting:  
65

- 66 1. Can the upstairs of the HERC be safely used with no capital improvements?
- 67 2. What are the minimum improvements that would be needed to safely use the  
68 entire HERC facility and cost associated with those improvements?
- 69 3. What are the desirable improvements that need to be made to the entire HERC  
70 facility to allow it to be used to its full potential for the next 10 years?
- 71 4. What would it cost to demo the HERC and build a new facility that meets the  
72 recreation needs of the community on the existing site?  
73

74 BE IT FURTHER RESOLVED that for the above mentioned alternatives the task force  
75 evaluate how to pay for both operations, maintenance and any required capital expenditures  
76 and select a preferred funding plan to recommend to Council.  
77

78 BE IT FURTHER RESOLVED that the task force will consist of seven members plus an  
79 advisory student member, no more than one member from the Homer City Council, no more  
80 than one member from the Parks, Art, Recreation and Culture Advisory Commission, and no  
81 more than ~~three~~ **two** seats filled by non-city residents. The deadline to apply for the task force  
82 shall be May 7<sup>th</sup> with appointments made by the Mayor and approved by the Council at the May  
83 14<sup>th</sup> Homer City Council meeting. When considering appointments the Mayor and Council  
84 should take care to ensure a balanced task force that represents diverse points of view  
85 including members who have a strong interest in recreation, familiarity with non-profit  
86 management, a small business owner, and a familiarity with land development and real estate.  
87

88 BE IT FURTHER RESOLVED, the task force will sets its own meeting schedule during  
89 regular business hours and will disband November 31, 2018 unless extended by City Council by  
90 resolution.

91  
92 PASSED AND ADOPTED by the Homer City Council this \_\_\_ day of \_\_\_\_\_,  
93 2018.

94  
95 CITY OF HOMER

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97 \_\_\_\_\_  
98 BRYAN ZAK, MAYOR  
99

100  
101 ATTEST:

102  
103 \_\_\_\_\_  
104 MELISSA JACOBSEN, MMC, CITY CLERK  
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106 Fiscal note: Advertising, staff time, and \$10,000 from Old Middle School Depreciation Fund.





# City of Homer

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

Port and Harbor

4311 Freight Dock Road

Homer, AK 99603

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

(p) 907-235-3160

(f) 907-235-3152

## Memorandum 18-053

TO: HOMER CITY COUNCIL  
FROM: BRYAN HAWKINS, PORT DIRECTOR/HARBORMASTER  
DATE: APRIL 23, 2018  
SUBJECT: LOAD AND LAUNCH RAMP PARKING FEE

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Resolution 18-041 is a proposed change to the Launch Ramp fees by adding a parking fee to the use. Included in this information are the statistical reports for the last five years at that facility. The proposed new fees for launch ramp parking have the potential of generating over \$50,000 a year. 2017 parking revenues generated \$48,000 in revenue from all the other lots combined. We currently employ two parking enforcement officers and staff estimates that it requires one of those positions to enforce the seven-day parking in the boat trailer lots.

In the 2016 construction project of the new launch ramp we were able to upgrade the payment system from cash only and paper envelopes to a modern kiosk that is capable of receiving credit cards and cash. These machines are programmable which give us the ability of changing the rate to add a parking fee. Keeping track of the launch ramp fees separately from any other fee is mandatory because of our contract with the granting authority that details our responsibility to separate the launch ramp fees from other Enterprise revenue and build a reserve for maintenance and the eventual replacement of the launch ramp facility. All this is to say that we must be able to track the money taken for parking at the launch ramp separately from the main fee in order to show that we are still honoring our agreement with Fish and Game and prior to the new kiosk machines we did not have the ability to do so.

Revenue funds for possible parking improvements: This money would help to reimburse the Enterprise for money expended over the years from our operating budget that has been used to implement the parking program on the Spit. As an example in our 2018 budget we set aside \$25,000 in a reserves project for upgrading the old harbormasters office parking lot. There are many needs for parking improvements and these monies could potentially build a fund for parking lot improvements.

Minimal impact to implement: The launch ramp is often a very busy place, but since this proposed change is simply adding a mandatory fee to the price of a launch and not giving the customer options to choose from, this change should not disrupt or slow traffic at the launch booth, which would cause a traffic backup. If you pay for a launch then you pay for parking. Staff believes that this proposed change is a way to apply a fee with minimal cost to implement.

Anticipated equitability challenges from customers: we begin selling season passes after the first of January and as of 4-19-18 we have sold 22. By the time this proposal is approved, and the code and Tariff revised, we will likely have sold the bulk of our season passes for 2018. Which means we will have most of our season pass users that will not have to pay the additional fees until the next season. This may cause an equitability challenge from the users that we are applying the new fee inconstantly.

Customers will be surprised by the sudden mid-season change in policy and there will likely be a lot of confusion while folks learn about the new fees. One of the most likely questions will be centered around the \$5 fee which will be charged each time someone pays for a launch, but can park up to seven days. This means that someone who launches their boat for each of 7 days in a row (and parks their trailer) but loads up and drives home each night will pay \$35 for 7 days of parking, where as someone who launches their boat and then leaves the trailer there for 7 days while they are across the bay or otherwise gone, before returning to load up and drive home will pay \$5 for the same parking space and time.

If you look at the other parking fees around the harbor you will see that this fee is low impact compared with the space allocated to launch ramp parking and other customers paying for parking elsewhere on the facility may find this to be an un-fair fee by comparison.

Replacement of Signage: Signage in the trailer parking lots will have to be altered to remove the word FREE from the signs. The area is, and will continue to be, enforced for 7 day parking but now there will be a fee for the use.

This proposal will require a change to the port and harbor tariff #1.