

City Council

Monday, September 10, 2018

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



Twin Lakes, Kenai Peninsula



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

September 2018

- Monday 10th:** **CITY COUNCIL**
Worksession 4:00 p.m. Committee of the Whole 5:00 p.m. Regular Meeting 6:00 p.m.
- Tuesday 11th:** **HERC TASK FORCE**
Regular Meeting 3:00 p.m.
- ECONOMIC DEVELOPMENT ADVISORY COMMISSION**
Regular Meeting 6:00 p.m.
- Thursday 13th:** **ADA COMPLIANCE COMMITTEE**
Regular Meeting 4:00 p.m.
- Monday 17th:** **ABSENTEE IN PERSON VOTING OPENS FOR CITY AND BOROUGH ELECTIONS**
- Tuesday 18th:** **KENAI PENINSULA BOROUGH ASSEMBLY MEETINGS IN HOMER**
- Wednesday 19th:** **ADVISORY PLANNING COMMISSION**
Worksession 5:30 p.m. Regular Meeting 6:00 p.m.
- Thursday 20th:** **PARKS, ART, RECREATION, AND CULTURE ADVISORY COMMISSION**
Regular Meeting 5:30 p.m.
- Monday 24th:** **CITY COUNCIL**
Worksession 4:00 p.m. Committee of the Whole 5:00 p.m. Regular Meeting 6:00 p.m.

Regular Meeting Schedule

- City Council 2nd and 4th Mondays 6:00 p.m.
Library Advisory Board 1st Tuesday 5:30 p.m. except 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. except 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.)

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, COUNCILMEMBER – 20
CAROLINE VENUTI, COUNCILMEMBER – 20

<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
SEPTEMBER 10, 2018
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 excusal (timely notice given)

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

3. OLD POLICE STATION BUILDING OPTIONS

Memorandum 18-098 from City Manager Re: Options for Old Police Station Page 5

4. COMMENTS OF THE AUDIENCE

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

Next Regular Meeting is Monday, September 24, 2018 at 6:00 p.m., Worksession 4:00 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.



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 18-098

TO: Mayor Zak and Homer City Council
FROM: Katie Koester, City Manager
DATE: September 5, 2018
SUBJECT: Options for the old police station

The purpose of this memo is to facilitate conversation on what to do with the old police station come 2020 when the Homer Police Department is moved into their new facility. This worksession will not be the only conversation Council has on how to best use this asset (and no official action is taken in a worksession). However it is important to start thinking about the topic so the budget can be prepared for whatever future use may be. I have attached a pro and con spreadsheet from the August 13th City Manager's report with some slight modification, including adding a 5th category, demoing the facility.

While the primary purpose of this worksession is to generate next steps and hopefully answer some of the easier questions Council has, it would be useful to take any option that the body sees as not worth the effort of further exploration off the table to simplify the scope.

The structure of the worksession will consist of going through each of the five options presented in the attached pro/con grid and getting feedback, including additional pros and cons to add to the list, from each member. At the end of the worksession, Council will hopefully be able to give staff direction on what additional information is needed and the resources required for such investigation (cost estimates, etc).

Enc: What to do with the Old Police Station Pro/Con grid

What to do with the Old Police Station?

Sell the property

Pro	Con
Consistent with Resolution 13-091(A), Dedicating any Potential Future Sale of the Fire Hall and Police Station Property to a Special Fund Earmarked for Financing and Construction of the Proposed New Public Safety Building	Property is valuable for a public building given its central location Reso 13-091(A) was passed when it was envisioned that the entire public safety campus would be relocated
If sold to an organization that is not tax exempt, would put the property back on the property tax rolls	Currently HVFD and HPD are on the same lot and share utilities. Any sale would require subdividing the lot and installing new utilities
City would not have to maintain and decide what to do with a derelict building	It could take years to sell the building, which would require budgeting to maintain it in warm status in the interim
\$\$\$\$\$\$\$\$\$	

Convert the building into a home for PW Building Maintenance

Pro	Con
With enough investment, it could solve a future problem of what to do with Building Maintenance, depending on what happens with the HERC property	There is more building there than Building Maintenance needs and retrofitting it to a maintenance shop would require significant expense
	A prefabricated metal shop structure would be a better fit for the needs of Building Maintenance and likely cost less than a retro fit
	It does not remove the expense of maintaining an old and inefficient building from the City operating budget

Preserve for a community use

Pro	Con
Ideas abound on how the building could meet a number of community needs including a homeless shelter, teen center, etc.	A Pandora's box of questions regarding operational costs, reasonability and programing would need to be ironed out
	The cost of bringing the building up to code or retrofitting it could be prohibitively expensive

Demo the facility ASAP

Pro	Con
Eliminates the need to appropriate any operational dollars to keeping a facility with an unknown future	Cost of demolition
Keeps options open for the land, including but not limited to future fire hall expansion	Any existing asset in the facility would be no more
Landscaping and parking at this lot could be an easy short term use that would keep the area aesthetically pleasing	

Put the Building in ‘Cold Status’ and allow HVFD to use it

Pro	Con
Minimal expense is incurred if heat is turned off (or greatly reduced) and grounds maintenance is done by HVFD volunteers (which is the case at the current station)	Putting it in cold status means demolition is likely the only option in the future
HVFD could use the building for scenario based fire and EMS trainings such as search and recovery, laddering, ventilation and fire attack for the fire aspects and patient scenarios with extrication for EMS. The lot could be used for much needed parking at the Fire Hall	There will be an eventual capital expense in the future to make the property useful to the City
Preserving the property in City ownership allows for the future expansion of HVFD facilities (an equipment bay for a ladder truck, for example) without the need for a new Fire Hall	Committing to keeping the space limits the future growth options of the Fire Hall to that particular lot, which may not be ideal
	Unless clearly designated for a specific future use with a plan to get there, will be open to lots of speculation about potential uses, which could complicate things
	What is the liability associated with keeping a vacant building unused? (an eyesore and potential attractive nuisance, for example)

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



COMMITTEE OF THE WHOLE
5:00 P.M. MONDAY
SEPTEMBER 10, 2018
COWLES COUNCIL CHAMBERS

MAYOR BRYAN ZAK
COUNCIL MEMBER DONNA ADERHOLD
COUNCIL MEMBER HEATH SMITH
COUNCIL MEMBER TOM STROOZAS
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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 excusal (timely notice given)

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

3. REVENUE SOURCES FOR GENERAL FUND

Memorandum 18-099 from City Manager Re: Revenue Sources for the General Fund
2019 Page 13

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, September 24, 2018 at 6:00 p.m., Worksession 4:00 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.



City of Homer

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Office of the City Manager

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Homer, Alaska 99603

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(f) 907-235-3148

Memorandum 18-099

TO: Mayor Zak and Homer City Council
FROM: Katie Koester, City Manager
DATE: September 5, 2018
SUBJECT: Revenue Sources for the General Fund – FY2019

The purpose of this memo is to provide Council with an overview of revenue sources for the General Fund in 2019, per the budget schedule adopted by City Council.

What does General Fund Revenue Consist of?

The bulk of the revenue for the general fund (85%) comes from sales tax and property tax, with sales tax accounting for over half of all General Fund revenue. Therefore, the health of these two revenue sources is the most important factor when budgeting for the upcoming year. Other revenue sources include operating transfers, which is where you see the overhead fees charged to other funds. This comes in between \$1.1 and \$1.2 million a year total, or a little over 10% of General Fund revenue. The next category is intergovernmental transfers which is where the City books revenue from the contract with the State for prisoner care and where we received funds for providing services to other government agencies, such as winter maintenance on Pioneer Avenue. Charges for services comes in next with over \$580,000 in revenue. This represents a laundry list of items including ambulance billing fees, campground fees, Community Recreation revenue, and the contract the City of Homer has with Kachemak City for fire protection.

Methodology: how do we predict numbers for the upcoming year?

Predicting budgets in an art and not a science, however the City of Homer adheres to a methodology developed before I became City Manager. One important piece is the budget is based on projections for the current year. This means trends in revenue can be slow to show up. However, if it has not been made yet, it cannot be counted. This provides for a conservative budgeting approach I am comfortable with. For sales tax and property tax we use a linear regression model that inputs data going back to 2011. This evens out spikes from really good or bad years. For all other revenue line items we use a 3 year rolling average of actuals. After these calculations are done, the Finance Director, department heads and I go over each line carefully and talk about outliers, real life trends we are seeing, or anything that would make a prediction deviate from the norm. For example, using the average for the prisoner care contract would not be accurate since it is a hard number and previous years would distort the average. A third factor that has to be taken into account is year to date actuals. Are the numbers we budgeted for in 2018 panning out thus far? You can see in the attached chart for sales tax revenue, we are up 3%, or \$2.5 million in taxable sales from 2017 second quarter numbers.

What about HART?

The attached chart reflects a million dollar drop in sales tax revenue between 2018 budget and 2019 draft budget. As you recall, in 2018 the City collected 3.75% in sales tax to the General Fund. In 2019 only 3% of sales tax will go directly to the general fund. However, the City will be able to offset a maximum of \$788,000 in road and trail expenditures (according to HCC 3.05.017 a minimum annual set aside of \$550,000 for HART capital projects is required). This exact figure will depend on allowable maintenance expenses that can be accounted for (paved roads, gravel road, winter roads and trail maintenance) and will become more precise as we work through individual budgets. The HART roads and trails maintenance funding will show up in General Fund Revenue as a transfer.

Disclaimers

The numbers in the attached chart are still very much preliminary. I have yet to sit down with each department that is in charge of different revenue sources and have the conversation about predictions, changes or possible outliers they see that could influence our numbers and need to be taken into account. The 2017 unaudited actuals come with an even more emphatic disclaimer as the audit has not been finalized. The audit will check for any mistakes, revenue that was booked to the wrong code, and other details that influence the bottom line.

In Conclusion

Revenue sources for the General Fund are looking good. We are projecting to maintain most of the recent growth in property tax revenue and benefit from increased sales tax returns, by far the bulk of the budget. With the changes to HART, we can expect to see approximately half a million dollars less than we would have otherwise, however growth in sales tax will help soften the loss. Keep in mind, the complete picture will depend on expenditures and I will be working with departments over the next few weeks on individual budgets to be able to compile an accurate picture of the 2019 draft budget.

Enc:

Revenue chart

Kenai Peninsula Borough Sales Tax Data by Quarter

FY2019 Revenue Sources for General Fund

DRAFT

Revenue Categories & Descriptions	12/31/2017		12/31/2018	12/31/2019
	Amended Budget	Actual Unaudited	Adopted Budget	Projected Budget
<u>Total Property Taxes</u>	<u>3,507,453</u>	<u>3,501,159</u>	<u>3,264,974</u>	<u>3,406,952</u>
<u>Total Sales and Use Taxes</u>	<u>6,481,188</u>	<u>6,704,224</u>	<u>6,474,133</u>	<u>5,407,655</u>
<u>Total Permits and Licenses</u>	<u>30,421</u>	<u>47,055</u>	<u>28,588</u>	<u>34,963</u>
<u>Total Fines and Forfeitures</u>	<u>15,508</u>	<u>28,277</u>	<u>22,154</u>	<u>24,865</u>
<u>Total Use of Money</u>	<u>20,980</u>	<u>22,301</u>	<u>36,851</u>	<u>34,346</u>
<u>Total Intergovernmental</u>	<u>552,200</u>	<u>940,046</u>	<u>692,919</u>	<u>569,554</u>
<u>Total Charges for Services</u>	<u>446,017</u>	<u>569,876</u>	<u>594,808</u>	<u>580,821</u>
<u>Total Other Revenues</u>	<u>13,000</u>	<u>15,863</u>	<u>0</u>	<u>0</u>
<u>Total Airport</u>	<u>130,305</u>	<u>157,626</u>	<u>146,869</u>	<u>140,166</u>
<u>Total Before Operating Transfers*</u>	<u>11,197,072</u>	<u>11,986,426</u>	<u>11,261,295</u>	<u>10,199,322</u>
<u>HART - Roads and Trails Transfer</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>788,809</u>
<u>Total with HART Transfer</u>	<u>11,197,072</u>	<u>11,986,426</u>	<u>11,261,295</u>	<u>10,988,131</u>

*Excludes operating transfers, which is primarily the overhead fees charged to other funds. These transfers have ranged between \$1.1 and \$1.2 million over the last two years.

Kenai Peninsula Borough

SUMMARY BY JURISDICTION
Taxable

Period Range: 2nd QTR 4/1/2018 to 6/30/2018

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Totals
	Year 2018				
Seldovia	\$720,286.00	\$1,185,857.00	\$0.00	\$0.00	\$1,906,143.00
Homer	\$28,091,176.00	\$54,184,458.00	\$0.00	\$0.00	\$82,275,634.00
Kenai	\$48,655,404.00	\$61,366,323.00	\$0.00	\$0.00	\$110,021,727.00
Seward	\$13,226,001.00	\$39,499,134.00	\$0.00	\$0.00	\$52,725,135.00
Soldotna	\$52,219,581.00	\$64,018,150.00	\$0.00	\$0.00	\$116,237,731.00
Borough	\$178,952,983.00	\$292,241,236.00	\$0.00	\$0.00	\$471,194,219.00
	Year 2017				
Seldovia	\$706,033.00	\$1,053,573.00	\$1,515,639.00	\$758,160.00	\$4,033,405.00
Homer	\$27,597,465.48	\$52,132,470.48	\$69,555,047.00	\$32,174,573.00	\$181,459,555.96
Kenai	\$48,537,140.75	\$60,407,055.75	\$65,909,641.00	\$56,510,890.00	\$231,364,727.50
Seward	\$13,193,904.00	\$39,951,691.00	\$63,564,143.00	\$14,457,229.00	\$131,166,967.00
Soldotna	\$50,178,672.80	\$62,994,156.80	\$85,450,011.00	\$58,558,904.00	\$257,181,744.60
Borough	\$176,585,447.54	\$286,073,225.54	\$394,844,150.00	\$201,245,403.00	\$1,058,748,226.08
	Year 2016				
Seldovia	\$766,745.00	\$1,040,823.00	\$1,380,599.00	\$673,943.00	\$3,862,110.00
Homer	\$27,058,998.00	\$50,796,463.00	\$66,105,343.00	\$30,586,938.00	\$174,547,742.00
Kenai	\$48,346,251.00	\$62,562,305.00	\$64,802,311.00	\$55,548,517.00	\$231,259,384.00
Seward	\$12,921,830.00	\$39,457,643.00	\$61,284,845.00	\$13,871,360.00	\$127,535,678.00
Soldotna	\$39,157,971.00	\$52,812,271.00	\$78,509,289.00	\$49,916,913.00	\$220,396,444.00
Borough	\$166,760,269.25	\$274,804,725.00	\$381,678,236.00	\$191,061,404.00	\$1,014,304,634.25

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
SEPTEMBER 10, 2018
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. Committee of the Whole 5:00 p.m. in Homer City Hall Cowles Council Chambers.

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mayor Zak has requested excusal (timely notice given)

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

2. AGENDA APPROVAL

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

3. MAYORAL PROCLAMATIONS AND RECOGNITIONS

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 August 27, 2018. City Clerk. Recommend adoption. Page 33

- B. **Memorandum 18-099** from Mayor Pro Tem Re: Appointment of Jeffery Johnson to the Economic Development Advisory Commission. Recommend approval. Page 43
- C. **Ordinance 18-40**, An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating the FY19 State of Alaska Community Assistance Program Payment the Amount of \$177,172.05 to the Police Station Fund. City Manager. Recommended Dates: Introduction September 10, 2018, Public Hearing and Second Reading September 24, 2018. Page 49
- D. **Ordinance 18-41**, An Ordinance of the City Council of Homer, Alaska, Amending HCC 21.61.040(b) to Codify the City Council’s Role as the Local Regulatory Authority under AS 17.38 and Authorizing Council to Decide Whether to Protest Marijuana Establishment Applications filed with the State of Alaska for Sites Within the City of Homer. City Clerk. Recommended dates Introduction and Refer to Planning Commission September 10, 2018, Public Hearing and Second Reading, October 8, 2018. Page 55
- E. **Resolution 18-071**, A Resolution of the City Council of Homer, Alaska, Amending the Homer Public Library Policies for Circulation, Displays-Exhibits Policy, and Library User Conduct. City Clerk/Library Director. Recommend adoption. Page 59
- F. **Resolution 18-072**, A Resolution of the City Council of Homer, Alaska, Approving a Five Year Contract with Alaska Mindful Paws with a 9% Increase over the first Three Years for Homer Animal Shelter Operation and Management, and Authorizing the City Manager to Execute the Appropriate Documents. City Manager. Recommend adoption. Page 75
Memorandum 18-100 from City Manager as backup Page 77
- 7. **VISITORS** (10 minutes each)
 - A. Carla Stanley, Cook Inlet Regional Citizens Advisory Council Report
 - B. Derotha Ferraro, South Peninsula Hospital & Ralph Broshes, Service Area Board Member, KPB Ballot Propositions #2 & #3: Proposed changes to the hospital service area boundary
- 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 from PARCAC Re: Sidewalk Prioritization Page 83
5. Port and Harbor Advisory Commission

9. PUBLIC HEARING(S)

- A. **Resolution 18-070**, A Resolution of the City Council of Homer, Alaska, Adopting the 2019-2024 Capital Improvement Plan and Establishing Capital Project Legislative Priorities for Fiscal Year 2019. Mayor/City Council. Page 93

Memorandum 18-101 from Special Projects & Communication Coordinator as backup
Page 95

- B **Ordinance 18-38**, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Title 2 to Repeal Homer City Code 2.32.020, and Enact Chapter 2.58 Entitled “Commissions and Boards” to Consolidate all General Provisions Regarding Boards and Commissions and to Provide for General Policies and Procedures for Boards and Commissions. City Clerk. Introduction August 13, 2018, Public Hearing August 27, 2018, Postponed Public Hearing and Second Reading September 10, 2018. Page 165

Ordinance 18-38(S), An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Title 2 to Repeal Homer City Code 2.32.020, and Enact Chapter 2.58 Entitled “Commissions and Boards” to Consolidate all General Provisions Regarding Boards and Commissions and to Provide for General Policies and Procedures for Boards and Commissions. City Clerk. Page 171

Memorandum 18-102 from City Clerk as backup Page 177
Memorandum 18-091 from City Clerk as backup Page 179

10. ORDINANCE(S)

11. CITY MANAGER’S REPORT

- A. City Manager’s Report Page 185
- B. Councilmember Stroozas AML Report Page 201

12. CITY ATTORNEY REPORT

13. COMMITTEE REPORT

- A. Americans with Disabilities Act Compliance Committee
- B. HERC Task Force

14. PENDING BUSINESS

15. NEW BUSINESS

16. RESOLUTIONS

17. COMMENTS OF THE AUDIENCE

18. COMMENTS OF THE CITY ATTORNEY

19. COMMENTS OF THE CITY CLERK

20. COMMENTS OF THE CITY MANAGER

21. COMMENTS OF THE MAYOR

22. COMMENTS OF THE CITY COUNCIL

23. ADJOURNMENT

Next Regular Meeting is Monday, September 24, 2018 at 6:00 p.m., Worksession 4:00 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.

MAYORAL PROCLAMATIONS
AND RECOGNITIONS

PUBLIC COMMENTS
UPON MATTERS
ALREADY ON THE AGENDA

RECONSIDERATION

CONSENT AGENDA

Session 18-21 a Regular Meeting of the Homer City Council was called to order on August 27, 2018 at 6:00 p.m. by Mayor Pro Tempore Donna Aderhold 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

ABSENT: MAYOR ZAK (excused)

STAFF: CITY MANAGER KOESTER
CITY CLERK JACOBSEN
CITY PLANNER ABBOD
LIBRARY DIRECTOR DIXON

Worksession 4:00 p.m. 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.)

Mayor Pro Tem Aderhold asked for a motion to approve the agenda.

ERICKSON/VENUTI SO MOVED

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

MAYORAL PROCLAMATIONS AND RECOGNITIONS

A. Mayoral Proclamation of Beluga's Count! Day, September 15, 2018

Mayor Pro Tem Aderhold read and presented the proclamation to Debbie Tobin, Biology Professor at Kachemak Bay Campus and Belugas Count! Committee member, and Kris Holderied, Director, NOAA Kasitsna Bay Laboratory.

Mrs. Tobin commented about Belugas Count! Day noting locations of viewing stations on September 15th, and encouraging participation of watching for and reporting beluga sightings throughout the year.

Ms. Holderied briefly shared about her first experience with the event last year and some learning experiences to look forward to at the viewing station.

B. Mayoral Proclamation of September as National Recovery Month

Councilmember Venuti read and presented the proclamation to Hannah Heimbuch and Stephanie Stillwell, Facilitator for the Southern Kenai Peninsula Opioid Task Force.

Ms. Heimbuch thanked the City leaders for this proclamation and shared information about the Bearded Sister Group whose mission is to support addiction recovery. Part of that mission is reducing shame and stigma around the disease of addiction which often create barriers to care and change, and one of their guiding beliefs that we cannot let stigma silence hope.

Ms. Stillwell thanked Council for their continued support and efforts of the Opioid Task Force. She shared that there are many ways for the community to become involved and she can be contacted at skpopioidtaskforce@gmail.com for more information. There will be a lot of events coming up in September and the next task force meeting is September 26th 11:00 a.m. to 12:30 p.m. at the South Peninsula Hospital training room.

PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA

Joel Cooper 615 commented in support of reso 18-069 for grant mou and matching funds.

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.)

City Clerk Jacobsen read the consent agenda.

- A. Homer City Council unapproved Regular Meeting Minutes of August 13, 2018. City Clerk. Recommend adoption.

- B. **Memorandum 18-094** from Mayor Pro Tem Re: Appointment of Gregory (Scott) Smith to the Advisory Planning Commission. Recommend approval.
- C. **Ordinance 18-39**, An Ordinance of the City Council of Homer, Alaska, Amending HCC 21.18.040 to Reduce the Setback Requiring a Conditional Use Permit from Twenty Feet to Ten Feet in the Central Business District. Aderhold. Recommended Dates Introduction and Refer to Planning Commission August 27, 2018, Public Hearing and Second Reading September 24, 2018.

Memorandum 18-095 from Councilmember as backup

- D. **Resolution 18-068**, A Resolution of the City Council of Homer, Alaska, Expressing Support for Federal Bill S.2271 Museum and Library Services Act of 2017 and Supporting Bills H.R.6470 and S.3158 that Allocate Funding Crucial to Alaska's Libraries and Museums, and Urging Alaska's Congressional Representatives to Co-Sponsor all three Federal Bills. Aderhold/Smith. Recommend adoption.
- E. **Resolution 18-069**, A Resolution of the City Council of Homer, Alaska, Authorizing the Kachemak Heritage Land Trust to Apply for a State of Alaska Recreational Trail Project Grant for the Construction of a Trail Across City Property, Entering into a Memorandum of Understanding Regarding Trail Construction and Maintenance, Providing a Match of up to \$6,000 or 10%, Whichever is Less, and Authorizing the City Manager to Execute the Appropriate Documents. Mayor. Recommend adoption.

Memorandum 18-096 from Deputy City Planner as backup

Mayor Pro Tem Aderhold asked for a motion for the approval of the recommendations of the consent agenda as read.

ERICKSON/VENUTI SO MOVED

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

7. VISITORS

- A. Tim Dillon, Kenai Peninsula Economic Development District (10 minutes)

Tim Dillon, Executive Director of the Kenai Peninsula Economic Development District (KPEDD), provided Council with the 2018 KPEDD update. KPEDD is a 501C(4) funded by the Kenai Peninsula Borough, US Department of Commerce, and the Business Incubation Center. Their overall budget is approximately \$300,000. There is a sister company, Kenai Peninsula Opportunities, that is a 501(C)(3) that provides grant support and runs a variety of community events, such as the Industry Appreciation Day. KPEDD's six goals include regional partnerships, infrastructure and technology, workforce and human capital, business climate and entrepreneurship, quality of place, and knowledge creation and dissemination. He reviewed their projects, programs, and partnerships and highlighted the reports they produce. Those reports are downloadable at www.kpedd.org

Mr. Dillon touched on the Kenai Peninsula 2018 2nd Quarter Report and information included and reviewed the 2018 Homer Report that includes 2013-2017 comparisons of City of Homer populations, occupations, income, housing, business sales, and tax information.

In response to questions Mr. Dillon commented briefly on the PRL Logistics Blimp Program status, which is still working through the permitting process but hopes to be underway by 2022. He also explained KPEDD hasn't been funded by the State in the last three years, but he's been working with the Governor and staff and hopes they'll see funding in the future.

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

- A. Borough Report
- B. Commissions/Board Reports:
 - 1. Library Advisory Board

Mark Massion, Library Advisory Boardmember thanked the Council for passing the resolution supporting the Museum and Library Services Act of 2017. He reported the Board meets September 4th for final review of three library policies and hope to have them to Council for approval in September. Library Director Dixon is circulating a short survey supported by a grant from the State Library to find out what the library can do for small businesses. Lastly he reviewed this summer activities and statistics.

- 2. Homer Advisory Planning Commission
- 3. Economic Development Advisory Commission

Karin Marks & Nicole Arevalo, Economic Development Advisory Commission Chair and Commissioner, reported on the Commissions work developing a proposal having to do with

wayfinding and streetscape. They are also identifying next areas of the Business Retention and Expansion survey to work on, including zoning, permitting and signage. There are two open seats for city residents on the Commission and they encourage anyone who's interested to apply at the City Clerk's office.

4. Parks Art Recreation and Culture Advisory Commission

Jon Sharp, Parks Art Recreation and Culture Advisory Commissioner, reported on the Commission's recent presentation from the Pratt Museum, museum staff have been working with them to help them figure out what to do with the Sister City Art Collection, and ways to make it accessible to the public; and a presentation from Joel Cooper on the KHLT Trail. The Commission discussed their quarterly Letter to the Editor, and great staff reports from Deputy City Planner Engebretsen and Parks Maintenance Coordinator Steffy on sidewalk prioritization and parks maintenance updates.

5. Port and Harbor Advisory Commission

Mark Zeiset, Port and Harbor Advisory Commissioner, thanked Council for their support to the port and harbor. He reported it's been a busy summer at the harbor and there is still a lot of activity going on around the harbor, and he noted there are over 200 people on the stall waitlist. The Commission has been talking about a sling lift to haul out larger vessels that have a deep V hull. He's excited about the days ahead for the Homer Harbor.

Mayor Pro Tem Aderhold thanked the Commission members who report to Council. She hopes they understand how helpful it is for these reports because it gives them a small window into what they are working on, what their challenges may be, and what might be coming forward to Council in the future.

PUBLIC HEARING(S)

- A. **Ordinance 18-37**, An Ordinance of the City Council of Homer, Alaska, Amending the 2018 Capital Budget by Appropriating up to \$48,590 from the Homer Accelerated Roads and Trails Program (HART) for Traffic Calming and Safety Improvements on Karen Hornaday Park Road. Stroozas. Introduction August 13, 2018, Public Hearing and Second Reading August 27, 2018.

Memorandum 18-097 from City Manager as backup

Mayor Pro Tem Aderhold opened the public hearing. Opened public hearing.

Deb Lowney, city resident and Parks Art Recreation and Culture Advisory Commissioner, commented the Commission was unable to discuss this at their last meeting. She said her comments are as a community member, but disclosed her comments are influenced by

participation with the Commission. She hopes they consider how what is written in the ordinance reflects what's in the Master Plan. A lot of the work in the park and on the Master Plan, has been done by community members to accomplish what's there. Since the ordinance was written the Commission has received some feedback from the community on the ordinance and on other things they should look at. At the last meeting there seemed to be an effort to have the Commission re-visit this so she's hoping Council can refer it to PARCAC tonight. The way the task was presented to the Commission was somewhat restrictive so maybe it would be wise to look at that too.

Robert Archibald, city resident, Parks Art Recreation and Culture Advisory Commissioner, and Friends of Woodard Creek member, commented one of the goals for a long time has been to move the parking lot to the other side. This recommendation is a band aid, and probably the first one that's had money allocated for a number of years. He's not saying this is a bad thing, but there are grants available and may be other avenues to look at. Eventually they will need to put in utilities and a new restroom. With this being the city's golden park and with as much use as it gets, it's too bad they can't make it a real safe place. More discussion by the Commission might be warranted.

Scott Adams, city resident, commented in support of the referring this back to the Parks Art Recreation and Culture Advisory Commission.

Mayor Pro Tem Aderhold asked for motion to postpone Ordinance 18-37 and refer it to PARCAC.

ERICKSON/VENUTI MOVED THAT WE POSTPONE THIS ORDINANCE ALLOWING THEM TO LOOK AT ALL DIFFERENT AVENUES, LOOKING AT THE MASTER PLAN AND MAYBE SOME OTHER FRESH IDEAS AND WHAT WOULD WORK BEST IN THE WHOLE BIGGER PICTURE, AND THEN MAYBE GET BACK TO US IN A COUPLE MONTHS.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- B. **Ordinance 18-38**, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Title 2 to Repeal Homer City Code 2.32.020, and Enact Chapter 2.58 Entitled "Commissions and Boards" to Consolidate all General Provisions Regarding Boards and Commissions and to Provide for General Policies and Procedures for Boards and Commissions. City Clerk. Introduction August 13, 2018, Public Hearing and Second Reading August 27, 2018.

Memorandum 18-091 from City Clerk as backup

Mayor Pro Tem Aderhold opened the public hearing. There were no comments and the hearing was closed.

Mayor Pro Tem Aderhold asked for a motion to postpone Ordinance 18-38 to September 10th.

ERICKSON/VENUTI SO MOVED

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

ORDINANCE(S)

CITY MANAGER'S REPORT

A. City Manager's Report

Councilmember Lord commented about the Green Infrastructure Training that is happening on September 11th. She is unable to attend but encouraged others to go if they are able.

City Manager Koester and Councilmember Stroozas commented briefly about the AML Summer Conference and will have written reports for the next packet.

Councilmember Venuti asked City Manager Koester to address junk vehicles and cleanup of two areas down by Bishop's Beach in her next report.

Brief discussion ensued on the Senior Exemption information and request was made to have information on how it's relative to the rest of the population, for example if the younger population is increase along with the senior population.

B. Bid Report

CITY ATTORNEY REPORT

COMMITTEE REPORT

A. Americans with Disabilities Act Compliance Committee

B. HERC Task Force

Task Force Member Karin Marks reported at the request of the Chair that the group is gaining momentum. She believes they will have a good feel for demolition costs soon and they are working on defining the needs of remodeling or having a new facility. They are using the City's 2015 Needs Assessment and are working at contacting a variety of groups including businesses and non-profits, to determine the interest and intent. They are much closer to answering the question about using the upstairs without any improvements or what improvements might be needed. Their next meeting is tomorrow at 3:00 p.m. At the meeting the Principal from Fireweed will be giving a presentation and they will be discussing financial aspects. They are trying to put a lot of pieces together and they may be able to get this done by November.

PENDING BUSINESS

NEW BUSINESS

RESOLUTIONS

COMMENTS OF THE AUDIENCE

Scott Adams, city resident, shared concerns with the City's CIP barge basin project, it seems that the Native Corporation Land that has that facility and it would be competing with private enterprise. He also commented about the contract for lawn services coming up and it's been proposed by Parks that it go to the City to take care of, that's another thing that takes away from private enterprise and he's against it.

COMMENTS OF THE CITY ATTORNEY

Attorney Wells was not in attendance.

COMMENTS OF THE CITY CLERK

City Clerk Jacobsen had no comment.

COMMENTS OF THE CITY MANAGER

City Manager Koester thanked the Peony Growing Association for making city hall the seat of the City of Peonies, they have done a wonderful job over the summer of supplying us with peonies.

COMMENTS OF THE MAYOR

Mayor Zak was absent.

COMMENTS OF THE CITY COUNCIL

Councilmember Stroozas commented he's glad to be back in some dry weather and hopes everyone enjoys the sunshine this week.

Councilmember Erickson commented about the results of the Primary Election coming soon. Labor Day is this weekend and encouraged everyone to be safe and have fun. The leaves are starting to turn and there's a little bite in the wind.

Councilmember Lord commented it's a great time of year, maybe a little challenging balance summer and the transition to fall. This is a great time to get and enjoy local food, there are a lot of fresh vegetables at the Farmer's Market and through the Food Hub. In early September the Pacific Coast Congress of Harbormasters is going to be hosted by the Homer Harbor and held here in Homer. It's been three years since they last met in Alaska and she's excited to have them here.

Councilmember Smith commented the men's team won the State Softball Tournament this weekend for the first time in 11 years. They beat teams from Kotzebue, Valdez, the Valley, Anchorage, and played in the finals against Kenai. He noted the flags are currently flying at half-staff in memory of Senator John McCain and read Senator McCain's parting statement:

"My fellow Americans, whom I have gratefully served for sixty years, and especially my fellow Arizonans, Thank you for the privilege of serving you and for the rewarding life that service in uniform and in public office has allowed me to lead. I have tried to serve our country honorably. I have made mistakes, but I hope my love for America will be weighed favorably against them."

"I have often observed that I am the luckiest person on earth. I feel that way even now as I prepare for the end of my life. I have loved my life, all of it. I have had experiences, adventures and friendships enough for ten satisfying lives, and I am so thankful. Like most people, I have regrets. But I would not trade a day of my life, in good or bad times, for the best day of anyone else's."

"I owe that satisfaction to the love of my family. No man ever had a more loving wife or children he was prouder of than I am of mine. And I owe it to America. To be connected to America's causes—liberty, equal justice, respect for the dignity of all people—brings happiness more sublime than life's fleeting pleasures. Our identities and sense of worth are not circumscribed but enlarged by serving good causes bigger than ourselves."

Fellow Americans'—that association has meant more to me than any other. I lived and died a proud American. We are citizens of the world's greatest republic, a nation of ideals, not blood and soil. We are blessed and are a blessing to humanity when we uphold and advance those ideals at home and in the world. We have helped liberate more people from tyranny and poverty than ever before in history. We have acquired great wealth and power in the process."

"We weaken our greatness when we confuse our patriotism with tribal rivalries that have sown resentment and hatred and violence in all the corners of the globe. We weaken it when we hide behind walls, rather than tear them down, when we doubt the power of our ideals, rather than trust them to be the great force for change they have always been."

"We are three-hundred-and-twenty-five million opinionated, vociferous individuals. We argue and compete and sometimes even vilify each other in our raucous public debates. But we have always had so much more in common with each other than in disagreement. If only we remember that and give each other the benefit of the presumption that we all love our country we will get through these challenging times. We will come through them stronger than before. We always do.

"Ten years ago, I had the privilege to concede defeat in the election for president. I want to end my farewell to you with the heartfelt faith in Americans that I felt so powerfully that evening.

"I feel it powerfully still.

"Do not despair of our present difficulties but believe always in the promise and greatness of America, because nothing is inevitable here. Americans never quit. We never surrender. We never hide from history. We make history.

"Farewell, fellow Americans. God bless you, and God bless America."

Councilmember Venuti commented that she likes our proclamations and visitors. She was proud to read the recovery month proclamation tonight and has enjoyed the times the Boy Scouts have been here and receive recognition. Every time they have a visitor she learns something new about our community. College classes started today and 1/3 of the Kenai Peninsula College attend here at the Kachemak Bay Campus. She wished everyone a happy Labor Day.

Mayor Pro Tem Aderhold commented about the NOAA notification reminder she received in her email that yesterday, August 26th was Women's Equality Day. It is celebrated each year to commemorate the 1920 certification of the 19th amendment to the Constitution granting women the right to vote. It was the culmination of a massive and peaceful civil rights movement by women that formally began in 1848 at the first Women's Rights Convention in Seneca Falls, NY. In reflecting on this she realized that without this amendment she wouldn't be sitting at this table and wouldn't get to vote. It was very touching for her. She closed with a quote from Alice Walker, "The most common way people give up their power is by thinking they don't have any."

ADJOURN

There being no further business to come before the Council Mayor Pro Tem Aderhold adjourned the meeting at 7:21 p.m. The next Regular Meeting is Monday, September 10, 2018 at 6:00 p.m., Worksession at 4:00 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.

MELISSA JACOBSEN, MMC, CITY CLERK

Approved: _____



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 18-099

TO: HOMER CITY COUNCIL
FROM: DONNA ADERHOLD, MAYOR PRO TEMPORE
DATE: SEPTEMBER 5, 2018
SUBJECT: APPOINTMENT OF JEFFERY JOHNSON TO THE ECONOMIC DEVELOPMENT
ADVISORY COMMISSION

Jeffery Johnson is appointed to the Economic Development Advisory Commission to fill the seat vacated by Sarah Richardson. The term will expire in 2021.

RECOMMENDATION:

Confirm the appointment of Jeffery Johnson to the Economic Development Advisory Commission.

Fiscal Note: N/A



CITY OF HOMER
APPLICATION TO SERVE ON ADVISORY BODY
COMMISSION, BOARD, COMMITTEE, TASK FORCE

CITY CLERK'S OFFICE
CITY OF HOMER
491 E. PIONEER AVE
HOMER, AK 99603
PH. 907-235-3130 FAX 907-235-3143
clerk@cityofhomer-ak.gov

AUG 29 2018 PM 01:45 *RK*

The information below provides some basic background for the Mayor and Council
This information is public and will be included in the Council Information packet

Name: Jeffrey Johnson Date: 8/29/2018

Physical Address: 349 Bonanza Avenue, Homer

Mailing Address: PO Box 1543, Homer

Phone #: (907) 299-9712 Cell #: (907) 299-9712 Work #: (907) 235-1603

Email Address: jjohnson47@alaska.edu

The above information will be published in the City Directory and within the city web pages if you are appointed by the Mayor and your appointment is confirmed by the City Council

Please indicate the advisory body that you are interested in serving on by marking with an X.
You may select more than one.

ADVISORY PLANNING COMMISSION
1ST & 3RD WEDNESDAY OF THE MONTH AT 6:30 PM
WORKSESSION PRIOR TO EACH MEETING AT 5:30 PM

ECONOMIC DEVELOPMENT ADVISORY COMMISSION
2ND TUESDAY OF THE MONTH AT 6:00 PM

PARKS ART RECREATION & CULTURE ADVISORY COMMISSION
3RD THURSDAY OF THE MONTH AT 5:30 PM

CANNABIS ADVISORY COMMISSION
4TH THURSDAY OF THE MONTH AT 5:30 PM

PORT & HARBOR ADVISORY COMMISSION
3RD WEDNESDAY OF THE MONTH
OCT-APRIL AT 5:00 PM
MAY - SEPT AT 6:00 PM

LIBRARY ADVISORY BOARD
1ST TUESDAY OF THE MONTH AT 5:30 PM

OTHER - PLEASE INDICATE

CITY COUNCIL
2ND & 4TH MONDAY OF THE MONTH
SPECIAL MEETINGS & WORKSESSIONS AT 4:00 PM
COMMITTEE OF THE WHOLE AT 5:00 PM
REGULAR MEETING AT 6:00 PM

I have been a resident of the city for 1/3 years. I have been a resident of the area for 1 years.

I am presently employed at Kenai Peninsula College - Kachemak Bay Campus

Please list any special training, education or background you may have which is related to your choice of advisory body.

PhD in Mathematical Sciences from the University of Montana

Years of experience teaching business mathematics courses.

Community projects in U.S. Peace Corps / Served on several university

Have you ever served on a similar advisory body? If so please list when, where and how long: committees

First time serving on a city advisory committee

Why are you interested in serving on the selected advisory body?

Community service, a nice way to apply my skills to help the community

Please list any current memberships or organizations you belong to related to your selection(s):

None

Please answer the following only if you are applying for the Advisory Planning Commission:
Have you ever developed real property other than a personal residence, if so briefly explain:

Please answer if your are applying for the Port & Harbor Advisory Commission:
Do you use the Homer Port and/or Harbor on a regular basis?

Yes No What is your primary use? Commercial Recreational

Please include any additional information that may assist the Mayor in his/her decision making:

Feel free to call me. 299-9712. Thanks for your consideration.

When you have completed the application please review and return to the City Clerk's Office. You may also email this to clerk@cityofhomer-ak.gov or fax to 907-235-3143. Thank you for applying!

ORDINANCE REFERENCE SHEET
2018 ORDINANCE
ORDINANCE 18-40

An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating the FY19 State of Alaska Community Assistance Program Payment the Amount of \$177,172.05 to the Police Station Fund.

Sponsor: City Manager

1. Council Regular Meeting September 10, 2018 Introduction

**CITY OF HOMER
HOMER, ALASKA**

City Manager

ORDINANCE 18-40

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
ACCEPTING AND APPROPRIATING THE FY19 STATE OF ALASKA
COMMUNITY ASSISTANCE PROGRAM PAYMENT IN THE AMOUNT OF
\$177,172.05 TO THE POLICE STATION FUND.

WHEREAS, In FY18 the City of Homer received \$205,118 from the Community Assistance Program that was allocated to the Police Station Fund; and

WHEREAS, The FY19 payment for Homer is \$177,172.05 and although the funds have not been appropriated to the police station project they have been used in the total estimated city dollars available for the Police Station Fund.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby accepts and appropriates a 2019 Community Assistance Program Payment in the amount of \$177,172.05 to the Police Station Fund as follows:

Revenue:

<u>Description</u>	<u>Amount</u>
FY2019 Community Assistance Grant	\$177,172.05

Transfer:

<u>Description</u>	<u>Amount</u>
Police Station Fund	\$177,172.05

Section 2. This ordinance is a budget ordinance only, is not permanent in nature and shall not be codified.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___ day of _____, 2018.

CITY OF HOMER

BRYAN ZAK, MAYOR

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ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:

Reviewed and approved as to form.

Katie Koester, City Manager

Date: _____

Holly C. Wells, City Attorney

Date: _____



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

Department of Commerce, Community,
and Economic Development

DIVISION OF COMMUNITY AND REGIONAL
AFFAIRS

P.O. Box 110809
Juneau, AK 99811-0809
Main: 907.465.5647
Programs fax: 907.465.4761

August 13, 2018

Ms. Katie Koester, City Manager
City of Homer
491 East Pioneer Ave.
Homer, AK 99603

RE: FY19 Community Assistance Program Payment

Dear Official:

The Division of Community and Regional Affairs (DCRA) is pleased to announce the FY19 Community Assistance Program (CAP) payment for City of Homer. You can check the status of your eligibility by visiting the CAP status report found on the DCRA website at: <https://www.commerce.alaska.gov/dcra/eGrantsOnLine/Pages/RevenueSharing.aspx>.

The FY 19 CAP payment for City of Homer is: \$177,172.05

CAP provides Alaska's boroughs, cities, and unincorporated communities with funds vital to the delivery of basic public services.

For any questions concerning the CAP program or your community's payment, contact me, Jean Mason, at (907)465-5647 or jeanine.mason@alaska.gov or caa@alaska.gov.

Best regards,

Jean Mason

Jean Mason
Grants Administrator II

ORDINANCE REFERENCE SHEET
2018 ORDINANCE
ORDINANCE 18-41

An Ordinance of the City Council of Homer, Alaska, Amending HCC 21.61.040(b) to Codify the City Council's Role as the Local Regulatory Authority under AS 17.38 and Authorizing Council to Decide Whether to Protest Marijuana Establishment Applications filed with the State of Alaska for Sites Within the City of Homer.

Sponsor: City Clerk

1. Council Regular Meeting September 10, 2018 Introduction and Refer to Planning Commission

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

City Clerk

3
4 **ORDINANCE 18-41**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
7 AMENDING HCC 21.61.040(B) TO CODIFY THE CITY COUNCIL’S
8 ROLE AS THE LOCAL REGULATORY AUTHORITY UNDER AS 17.38
9 AND AUTHORIZING COUNCIL TO DECIDE WHETHER TO PROTEST
10 MARIJUANA ESTABLISHMENT APPLICATIONS FILED WITH THE
11 STATE OF ALASKA FOR SITES WITHIN THE CITY OF HOMER
12

13 WHEREAS, AS 17.38.200 provides that, upon receiving an application or renewal
14 application for a marijuana establishment, the Marijuana Control Board shall immediately
15 forward a copy of each application and half of the registration application fee to the local
16 regulatory authority for the local government in which the applicant desires to operate the
17 marijuana establishment; and
18

19 WHEREAS, 3 ACC 306.060 provides local governments 60 days to protest new
20 marijuana establishment license applications, renewal applications or transfer requests of a
21 marijuana establishment license; and
22

23 WHEREAS, Homer City Code (“HCC”) 21.62.040(b) presently provides that the City
24 Planner shall be responsible for reviewing all applications filed with the State of Alaska for
25 the operation of marijuana establishments in the City of Homer, and also that the City
26 Planner, or his or her designee, shall make recommendations concerning whether such
27 applications comply with the Code; and
28

29 WHEREAS, It is appropriate for City Council, which is the local regulatory authority for
30 purposes of AS 17.38, to review such applications and determine whether or not to protest
31 such applications subject to input by the City Planner regarding whether or not the
32 application complies with the Code.
33

34 NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Homer, Alaska that:
35

36 Section 1. Homer City Code 21.62.040 entitled “Pre-application conference and State
37 of Alaska application review process” is hereby amended to read:
38

- 39 a. When this title requires a conditional use permit for a marijuana facility, the
40 applicant must meet with the City Planner to discuss the conditional use
41 permit process and any issues that may affect the proposed conditional use.
42 This meeting is to provide for an exchange of general and preliminary

[Bold and underlined added. Deleted language stricken through

43 information only and no statement made in such meeting by either the
44 applicant or the City Planner shall be regarded as binding or authoritative for
45 the purposes of this title.
46

47 ~~b. The City Planner shall be responsible for reviewing all applications filed with~~
48 ~~the State of Alaska under AS 17.38 for the operation of marijuana~~
49 ~~establishments in the City of Homer once those applications have been~~
50 ~~submitted to the City for its review by the State of Alaska. The City Planner, or~~
51 ~~his or her designee, shall recommend to the State of Alaska, within 15 days of~~
52 ~~receipt of an application denying an application that does not comply with this~~
53 ~~code or he or she may recommend approving the application with conditions~~
54 ~~that, if adopted, will result in compliance with this code.~~
55

56 **b. Council is designated as the “local regulatory authority” as that term is**
57 **used in AS 17.38.**
58

59 **c. The City Planner shall review all applications filed with the State of**
60 **Alaska under AS 17.38, once those applications have been transmitted to**
61 **the City for its review by the Marijuana Control Board or other designated**
62 **agency of the State of Alaska, for compliance with the Code. Within 15**
63 **days of receipt of an application under this section, the City Planner shall**
64 **provide the City Clerk with the application with a written notice to Council**
65 **stating whether the application complies or fails to comply with the Code.**
66

67 **d. Upon receipt of the application and the City Planner’s notification**
68 **regarding compliance, Council shall consider whether or not to protest the**
69 **application at its next regularly scheduled meeting. Council may protest**
70 **any application under this section or may recommend that an application**
71 **under this section be approved subject to conditions.**
72

73 **e. The review of an application under this section shall not be subject to**
74 **formal rules of evidence or procedure and Council may consider any facts**
75 **or factors it deems relevant to its review so long as such facts or factors**
76 **are not arbitrary, capricious or unreasonable.**
77

78 **f. Council’s decision regarding whether or not to protest an application**
79 **under this section shall be final and is not subject to appeal.**
80

81 Section 2. This ordinance shall take effect upon its adoption by the Homer City
82 Council.
83

**CITY OF HOMER
HOMER, ALASKA**

City Clerk/Library Director

RESOLUTION 18-071

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING THE HOMER PUBLIC LIBRARY CIRCULATION POLICY,
DISPLAY AND EXHIBIT POLICY AND USER CONDUCT POLICY.

WHEREAS, The Circulation Policy was last amended in June 2014 and the Display and Exhibit Policy and User Conduct Policy were last amended in January 2012; and

WHEREAS, The Library Director recommended amendments and updates to these policies to the Library Advisory Board; and

WHEREAS, The Library Advisory Board reviewed and approved the amendments to the policies at their August 7 and September 4, 2018 regular meetings; and

WHEREAS, The amended policies are included as Attachments A, B, and C.

NOW THEREFORE BE IT RESOLVED that the City Council of Homer, Alaska hereby amends the Homer Public Library Circulation Policy, Display and Exhibit Policy, and User Conduct Policy.

PASSED AND ADOPTED by the Homer City Council this 10th day of September, 2018.

CITY OF HOMER

DONNA ADERHOLD, MAYOR PRO TEMPORE

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal note: N/A

The library is supported by tax funds, and ~~to the greatest extent possible,~~ its services and resources are made available to the public without charge whenever possible. ~~Materials in all formats shall be circulated on the same basis.~~ Those materials designated for library use only, due to fragility or rarity, may circulate on a limited basis to be determined by the library director.

LIBRARY CARDS

- A library card is a legal and binding contract between the library and the patron.
- A patron may have only one library account.
- A patron must present a card in good standing to borrow materials.
- ~~A patron's card will be blocked, and no services may be obtained with it, if the patron owes \$10.00 or more in unpaid fines and/or fees.~~
- ~~Legal guardians are responsible for keeping dependents' cards in good standing. The guardians listed on the account are responsible for paying any fines and/or fees on their dependents' accounts.~~
- At patron request, library staff will renew overdue materials that have not reached the maximum renewal limit, even if a patron's card is blocked, in order to keep fines and/or fees from accumulating. **Please Note:** An item that has been placed on hold by another patron may not be renewed.

LOST, STOLEN, OR DAMAGED CARDS

- A patron is responsible for notifying the ~~Library~~ library promptly of a lost or stolen card.
- A patron is responsible for all items checked out on the card prior to it being reported lost or stolen.
- When a patron reports a library card is lost, stolen, or damaged, a block is placed on that account number. or a replacement card is issued. A replacement card may be issued for a small fee.
- A patron must be present when a new card is issued.
- ~~Replacement cards cost \$5.00.~~
- A card may be replaced free of charge at the discretion of library staff for normal wear and tear (e.g., when the scanner is no longer able to read the barcode) or hardship (e.g., patron's house burned down).
- A patron must verify registration information.
- ~~A patron may have only one library account.~~

FINES AND FEES

Please see Fees Schedule.

OVERDUE MATERIALS

Patrons who do not return overdue library materials after receiving two notices will ~~be~~ have their account blocked until library material is returned or compensated for.

Patrons with large delinquencies will be referred to a collection agency ~~for collection~~ and will be charged an additional ~~\$25.00~~ administration fee, as well as all collection agency fees.

~~Collection options include small claims action and attachment of the individual's Permanent Fund Dividend in an amount sufficient to cover the cost of what is owed.~~

LOST MATERIALS

- A patron will be charged the cost of the lost item plus a processing fee.
- A patron should not purchase a replacement copy of a lost item; the ~~l~~library may choose not to accept a replacement item due to a variety of circumstances (e.g., the item has a ~~library~~ (reinforced) binding, there is a newer edition, or more current information is available in a different- item).

• ~~REFUND OF REPLACEMENT FEES~~

- The amount paid for a lost book that is later found and returned in good condition to the ~~l~~library can be refunded within 60 days of ~~Lost Status~~ being marked lost.

- ~~• After 60 days, the fee will not be refunded.~~

INCOMPLETE MATERIALS

If an item is returned missing a part, it will not be checked in and fines will continue to accrue until the missing part is returned. If the patron does not return the missing part within 6 weeks, the patron will be charged a non-refundable replacement fee as well as a processing fee.

DAMAGED MATERIALS

~~If an item is returned in non-repairable condition, and this condition is due to negligence by the patron, the patron will be charged a non-refundable replacement fee plus a processing fee. If an item is returned damaged due to negligence by the patron, the patron may be assessed a fee for the repair. If the item has been damaged beyond repair, the patron will be charged a replacement fee plus a processing fee.~~

~~CLAIMS RETURNED MATERIALS~~

~~All staff will refer patrons with questions regarding claims returned materials to the Claims Returned Supervisor.~~

MATERIALS LOST TO THEFT OR NATURAL CAUSES

- ~~At the discretion of library staff, c~~Charges for materials lost or destroyed by natural causes such as fire or flood may be waived at the discretion of library staff.
- The library may request documentation of the loss.
- The library will furnish a list of borrowed materials with costs for insurance purposes if asked to do so.

HOLDS

- Items owned by the library but not immediately available will be placed on hold (i.e., reserved) for patrons upon request.
- Items placed on hold may not be renewed; instead, the item must be returned to the library by its due date so it may be available for the patron who placed the hold.

LOAN LIMIT

- The loan limit per library card-account is 25 items of general collection materials per patron.
- Of the 25 items, a patron may not have more than 510 videos checked out at ~~any~~ one time.
- Lower limits will apply for patrons with temporary cards.

CIRCULATION DETAILS BY ITEM TYPE

Audio Visual Equipment

- Overnight ~~or 2-day~~ checkout period.
- Patron must be 18 years or older and hold-have a permanent library card to borrow.
- ~~The cardholder will be responsible for missing or damaged items.~~
- ~~Patrons borrowing equipment must keep the equipment in their possession and not allow anyone else to borrow it.~~
- Circulation periods may be extended if the piece of equipment has not been reserved for another patron.

Audiobook

- 14-day checkout period.
- Two week renewal period for up to two renewals.

Book

- ~~14-day~~ checkout period.
- Two week renewal period for up to two renewals.
- Some lengthy books have been allotted a 21-day checkout period, with two three week renewal periods.

~~Book3 (extra week for lengthy book)~~

- ~~• 21-day checkout period.~~
- ~~• Three week renewal period for up to two renewals.~~

Digital Device (including e-reader, MP3 player, and electric usage meter)

- 14-day checkout period.
- Patron must be 18 years or older and have a permanent library card to borrow.
- Renewable at staff discretion.

Game

- Non-circulating.
- Available for use in the Library.

~~Kit (book with CD or cassette)~~

- ~~• 14 day checkout period.~~
- ~~• Two week renewal period for up to two renewals.~~

Magazine

- 14-day checkout period.
- Two week renewal period for up to two renewals.
- Current issue does not circulate until a newer issue is available for public use.
- ~~• Circulation period may be shortened at the discretion of the library staff due to the timely subject matter of certain magazines.~~
- ~~• Please ask a library staff member for assistance with non-circulating magazine titles.~~

Maps

- Non-circulating.
- Available for use in the Library.

Music CD

- 14-day checkout period.
- Two week renewal period for up to two renewals.

Newspaper

- Non-circulating.
- Available for use in the Library.

Punch Bowl & Cups

- Overnight ~~or 2-day~~ checkout period.

- ~~Use may be extended on a case-by-case basis~~ Circulation period may be extended if bowl has not been reserved for another patron.

Toy

- 14-day checkout period.
- Two week renewal period for up to two renewals.

Vertical File

- Non-~~c~~irculating.
- Available for use in the ~~L~~ibrary.

Video

- 7-day checkout period.
- One week renewal period for up to two renewals.
- Maximum of ~~five~~ 10 videos checked out on a library card at a time.

Approved by the LAB on 3 June 2014

Adopted by the HCC on 9 June 2014

Edited by JM 27 April 2108

**HOMER PUBLIC LIBRARY
DISPLAY, EXHIBIT, AND DISTRIBUTION OF MATERIALS POLICY**

ATTACHMENT B

The Homer Public Library has four kinds of spaces available for displays, exhibits, and distribution of materials.

A. BULLETIN BOARDS AND INFORMATION RACKS

Bulletin Boards

As a service to the City of Homer, the library is a designated posting place for notices issued by the City. Space permitting, other public notices that meet the following guidelines will be posted.

- Official notices of borough, state, and federal agencies relevant to the Homer area.
- Notices for public meetings and events for non-profit organizations.
- Notices of educational courses sponsored by a recognized community organization (but not those publicizing instruction by individual teachers or private firms).

All noticed events must be open to the general public. Notices must be dated and include the name of the sponsoring organization. Library bulletin boards may not be used for commercial sales, personal services, or advertisements for political candidates, parties, and causes.

If bulletin board space becomes insufficient to contain the volume of notices requested for posting, the following restrictions may apply:

- Priority is given to events occurring within the library's area of service.
- Notices will be no larger than 8.5 x 11."
- Only one notice per organization may be posted at a time.
- Items will be posted for no more than two weeks.
- Items will be posted for one-time but not recurring events.

Posting of notices does not imply endorsement by the library or the City of Homer.

All decisions on posting notices are at the discretion of the library director.

Information Racks

The library has limited space for brochures and informational handouts. Materials relating to the library will have first priority. Space permitting, materials meeting the following guidelines may be made available for the public:

- Information produced by city, borough, state, and federal agencies.
- Informational materials from non-profit organizations.

- Information about educational courses and resources sponsored by a recognized community organization (but not those publicizing instruction by individual teachers or private firms).
- All materials must have relevance to the Homer community.

B. SOLICITATION, PETITIONS, AND DISTRIBUTION OF MATERIALS

Individuals or groups may circulate petitions and distribute literature on any topic in the public forum area surrounding the library building, subject to applicable local, state and federal laws and regulations. Persons wishing to circulate petitions or distribute literature should inform staff at the circulation desk before commencing as a courtesy to staff, to confirm location of the public forum areas, and to avoid potential conflicts with scheduled library activities. Distribution of literature and circulation of petitions must not disturb library patrons, impede their access to the library, create a safety hazard, or interfere in any way with normal use of the facility, the grounds, or parking areas.

Circulation of petitions and distribution of literature are forbidden within the library building, under the covered entrance to the library, along the front walkways that connect with sidewalks and the parking area, and in the parking areas in order to maintain safety and allow public access to the library without impediment or disturbance. The remaining library grounds are designated as public forum areas.

All materials must be worded to avoid any implication of endorsement or sponsorship by the Homer Public Library or the City of Homer. Permission to use the library grounds does not constitute an endorsement or sponsorship of any group, individual, organization or event or carry with it any responsibility for representation of all points of view.

Soliciting funds for any reason is not permitted anywhere on library property.

C. AREAS FOR NON-PROFIT DISPLAYS AND EXHIBITS

As part of its public service and information mission, the library makes available designated display and exhibit areas to non-profit groups engaged in educational, cultural, intellectual, or charitable activities.

The provision of display space for public use does not constitute library endorsement of the beliefs or viewpoints advocated by the displays, or the organization responsible for the displays.

Individuals or organizations interested in posting displays or exhibits should fill out an exhibit request form (provided by the library) to include a written description and, if possible, photos.

Exhibits shall be appropriate to community standards. All decisions regarding exhibits shall be at the discretion of the library director. Due to limited space, the library director will use his/her judgment regarding value to the community and balancing over time a variety of community interests. Regarding community interests and standards, the library director may seek the advice and determination of the Library Advisory Board's exhibits committee or the entire LAB, but final authority rests with the director.

Duration of displays shall generally be for a maximum of three months.

Artwork **may not be offered for sale while** on display in the Homer Public Library, **except to benefit the library or Friends of the Homer Library.**

The library does not accept any responsibility for loss or damage of exhibited materials. An owner may wish to obtain private insurance for valuables. Before leaving any materials or objects on exhibit, an individual in charge must sign and date a release form (provided by the library).

D. AREAS FOR ROTATING DISPLAYS OF WORK BY ARTISTS

Rotating exhibitions and displays of artwork may be installed in the library's public spaces in accordance with the following approved policies and procedures.

1. Responsibilities and liabilities

Artists and/or galleries that submit artwork for display in the Homer Public Library accept full responsibility for the proper installation, display, and upkeep of artwork chosen for exhibition.

All installations and related processes must be approved by the appropriate staff of the Homer Public Library.

The general well-being, safety, maintenance, and good order of the Homer Public Library will take precedence over the agreement to mount or otherwise show exhibitions in library spaces.

Release forms: artists and/or galleries that submit artwork for display will sign a general "release form" that establishes: (a) the official responsible parties, (b) dates of exhibition, (c) specifics of exhibition, (d) insurance coverage or waiver, and (e) details of conditions of display.

The library does not accept any responsibility for loss or damage of exhibited materials. An owner may wish to obtain private insurance for valuables. Before leaving any materials or objects on exhibit, an individual in charge must sign and date a release form (provided by the library).

2. Selection processes

General guidelines: it is recognized that tastes and preferences in artwork vary widely and that freedom of expression and access to alternative perspectives are among the highest national values. It is also recognized that the public library is a space in which all segments of society are welcome and encouraged to participate in all its services and activities without barrier; these considerations require a community-based process and public sensitivity in the selection process for exhibitions installed in the Homer Public Library.

Community standards: exhibits shall be appropriate to community standards. A Community Artwork Selection Panel will evaluate proposed exhibitions and develop an appropriate schedule. All final decisions regarding exhibits shall be at the discretion of the library director.

Process: the following process is intended to achieve a broad-based consensus on “community standards” for artwork on display in the Homer Public Library.

The Community Artwork Selection Panel:

The Panel shall meet once a year to select works for exhibition and determine the schedule of the exhibitions.

Composition:

- One LAB member
- One member of the Friends of the Homer Public Library who is not a LAB member
- One member of the **Parks, Art, Recreation, and Culture Committee.**
- The library director

Solicitation of artwork: the library director and/or the Community Artwork Selection Panel may formally solicit artwork for display in the Homer Public Library.

Director review: in all cases, the director of the Homer Public Library will have final review authority of recommendations made by the Community Artwork Selection Panel.

3. Available spaces

General: while all exhibitions and displays of artwork are to be placed in such designated areas where they can be viewed by library visitors, no exhibitions or displays will be allowed to block or otherwise impede public access or movement in and around the library.

Main Stacks area: each wall panel/exhibit space is numbered and may be assigned individually or in groups to artwork exhibitions (single works or multiple works) according to an annual calendar plan.

Children's area: selected works may be free-standing, placed on vacant wall space, or suspended from the **ceiling**.

Lounge area: rotating displays of three-dimensional works may be placed in fireplace niches. **Two-dimensional artwork may be hung on the east and north walls.**

Open areas: may contain free-standing works that do not interfere with movement in **the** area.

Outdoor spaces: works and exhibitions to be displayed in outdoor spaces will also be considered by the Community Art Selection Panel.

4. Sales and commissions

Artwork **may not be offered for sale while** on display in the Homer Public Library, **except to benefit the library or Friends of the Homer Library.**

5. Exhibition Openings and other events

All exhibit-related events using the Homer Public Library grounds and interior spaces must be incorporated into the library calendar and schedule and have the written approval of the library director (or other established library use approval mechanism).

No alcohol may be served on Homer Public Library grounds or within the library. Unless the Homer Public Library has been retained for private, after-hours use, all exhibition openings and related events must be open to the public **and** free of charge.

Approved:
December 6, 2011 by the Library Advisory Board
by the Homer City Council

HOMER PUBLIC LIBRARY LIBRARY USER CONDUCT

ATTACHMENT C

The Homer Public Library is available to persons of all ages. While everyone has an equal right to access library services and facilities, no person has the right to interfere with the ability of others to use and enjoy library resources, services, and facilities.

To ensure that visitors may enjoy a safe and pleasant library experience, the following rules have been established and adopted by the Library Advisory Board and approved by the Homer City Council.

The Library director and staff are responsible for enforcing ~~customer~~ **patron** conduct in the Library. Anyone found to be interfering with another's use of the Library will be asked to stop the behavior or activity. If the behavior continues, the staff will ask the individual to leave the Library. Failure to leave will result in staff calling the police for assistance. Repeated or serious violations may result in denial of library privileges and permanent exclusion.

Patrons should observe the following guidelines:

- Attend to children.
- Speak in a soft voice.
- **Contact a staff person with any questions, concerns, or needs for assistance.**

No list can be exhaustive; however, any conduct which disrupts the Library library use is prohibited. The following behaviors are ~~inappropriate and are~~ not acceptable in the Library:

- Disturbing or distracting others.
- Using abusive or profane language.
- Running inside the Library.
- Using a **bicycle**, skateboard, scooter, roller or in-line skates in the **Library or near the entrance and entryway sidewalks.**
- Using cell phones to make or receive calls ~~while in the Library,~~ **except in designated areas.**
- Bringing animals into the facility, with the exception of service animals ~~such as dogs serving patrons experiencing disabilities~~ **as defined by the Americans with Disabilities Act, Titles II and III, and Alaska law (AS 11.76.130).**
- ~~Bringing~~ **Consuming** food **inside the library** ~~or drinks other than bottled water beyond the security gates,~~ **except where and when specifically allowed. Beverages in covered containers are allowed, except at public computer stations.**
- Smoking in the Library or near the entrance. **Smoking is allowed in a designated smoking area 50' from the library entrance.**
- Circulating petitions or ~~soliciting funds~~ **distributing materials outside of designated areas and/or without approval by library staff.**
- **Soliciting funds.**

- ~~Distributing or p~~**Posting** materials that have not been previously approved by library personnel **staff**.
- Making unauthorized or inappropriate use of library equipment (for example, computers, copiers, fire alarms, or emergency exit doors).
- Trespassing into any area closed to the public.
- Exhibiting ~~bodily hygiene~~ **odor** or fragrance that ~~is distracting to users or staff~~ **disturbs others** to the point that it interferes with ~~users'~~ **library activities**, use of library resources, or staff work.
- Using library facilities for purposes of bathing or sleeping.
- **Having a visible infestation of lice, parasites, or other pests.**
- **Having wet or soiled clothing that may stain or befoul library furniture.**
- ~~Displaying threatening demeanor toward patrons or staff.~~
- Possessing a weapon except as exempted under State of Alaska law (AS 29.35.145) or other applicable authority.
- Consuming or ~~possessing~~ **being under the influence of** alcohol or ~~illegal drugs or being under the influence.~~
- Destroying or defacing library property or the property of ~~customers~~ **patrons** or staff.
- ~~Illegally removing~~ **Stealing** library materials (~~theft~~). ~~Theft~~ **This** includes but is not limited to:
 - Attempts to remove materials from the ~~library~~ **library** without checking them out
 - The removal of **equipment**, artwork, plants, or decorations from library property
 - ~~Clipping portions or sections from books and other library materials~~
- Harassing or threatening patrons or staff verbally, physically, sexually, or electronically.
- Committing any other illegal acts or conduct in violation of ~~F~~**f**ederal, ~~S~~**s**tate, or local law, ordinance, or regulation.

Approved:

by the Library Advisory Board
by the Homer City Council

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

3 City Manager

4 **RESOLUTION 18-072**

5
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
7 APPROVING A FIVE YEAR CONTRACT WITH ALASKA MINDFUL
8 PAWS WITH A 9% INCREASE OVER THE FIRST THREE YEARS FOR
9 HOMER ANIMAL SHELTER OPERATION AND MANAGEMENT AND
10 AUTHORIZES THE CITY MANAGER TO EXECUTE THE
11 APPROPRIATE DOCUMENTS.
12

13 WHEREAS, A contract for operation and management was awarded to Alaska Mindful
14 Paws via Resolution 16-104; and
15

16 WHEREAS, The term of the current contract is through December 31, 2018 and has two
17 three year renewal options with no increase in the contract amount; and
18

19 WHEREAS, Alaska Mindful Paws requested a contract amount increase in their first
20 three year renewal option that would require Council approval; and
21

22 WHEREAS, The Shelter Manager and City Administration have agreed on a request for a
23 five year contract with a 9% incremental increase over the first three years and no increases
24 for the last two years; and
25

26 WHEREAS, Alaska Mindful Paws has done an excellent job since their contract began in
27 January 2017 and extending the contract timeframe to five years in exchange for a guarantee
28 to hold the price constant for two years is reasonable.
29

30 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska approves a
31 contract with Alaska Mindful Paws for a five year contract with a 9% increase over the first three
32 years for Homer Animal Shelter operation and management, and authorizes the City Manager
33 to execute the appropriate documents.
34

35 PASSED AND ADOPTED by the Homer City Council on this 10th day of September, 2018.
36

37 CITY OF HOMER
38
39

40 _____
41 DONNA ADERHOLD, MAYOR PRO TEMPORE
42

43 ATTEST:

44

45

46 _____

47 MELISSA JACOBSEN, MMC, CITY CLERK

48

49 Fiscal Note: 100-0165 increase \$16,557 over five year period



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 18-100

TO: Mayor Zak and Homer City Council
FROM: Katie Koester, City Manager
DATE: September 5, 2018
SUBJECT: Animal Shelter Contract Renewal

Resolution 16-104 awarded the contract for Homer Animal Shelter Operation and Management to Alaska Mindful Paws after a competitive RFP process and the retirement of long-time shelter operator, Coastal Animal Care.

The contract for Alaska Mindful Paws was eligible for a three year extension (2019-2020), however it did not include an increase in the contract amount (\$179,150). Alaska Mindful Paws requested a 7% increase for 2019 followed by a 2% increase for 2020 and 2021. Such changes in essential terms cannot be made without Council approval, which is why you have the Resolution before you. After expressing our budget limitations with shelter manager, administration and shelter management agreed to request from Council authorization for a 5 year contract with a 5% increase in 2019, 2% in 2020 and 2021 and no increases for 2022 and 2023. Because Alaska Mindful Paws in doing an excellent job, we believe extending the contract time frame in exchange for a guarantee to hold the price constant for two years is reasonable. Essentially, the Resolution before you approves a 9% increase over a 5 year time period (as reflected in the table below).

2018 (current)	\$179,150
2019	\$188,107
2020	\$191,870
2021	\$195,707
2022	\$195,707
2023	\$195,707

VISITORS

ANNOUNCEMENTS
PRESENTATIONS
BOROUGH REPORT
COMMISSION REPORTS



City of Homer

www.cityofhomer-ak.gov

Planning

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To: Parks, Art, Recreation and Culture Advisory Commission
From: Julie Engebretsen, Deputy City Planner
Date: September 4, 2018
Subject: Sidewalk Priorities

Background: Council sent the Commission Memorandum 17-091 in June 2017. The Council asked the Commission to make recommendations on four issues: sidewalk cost, cost sharing and special assessment districts, maintenance costs, and prioritization. To date, the Commission has reached consensus on prioritization. Council can also expect a recommendation on maintenance costs in the future. The issues of construction cost and cost sharing have also been discussed, however consensus has not been reached.

The Commission discussed sidewalk funding and prioritization at the September and November 2017 meetings. To be eligible for HART funding, sidewalk projects must be mapped in the Homer Non-motorized Transportation and Trail Plan, or directly serve the special populations discussed in the plan. Staff and the Commission first approached the prioritization task by attempting to create a table to score the various projects. Scoring was based on items such as traffic counts, pedestrian usage, and access to public buildings. But that method did not clarify community priorities; most projects are in downtown Homer and would have many user groups. Staff then approached the task from a different angle by creating a list of projects based on the maps in the Homer Non-Motorized Transportation and Trails plan. As it turns out there are approximately 15 projects.

I met with Public Works Director Carey Meyer in April, and we discussed the project list. Coming up with cost estimates is time consuming, and the City has no immediate plans to build any additional sidewalks at this time. Rather than spending staff time on a detailed cost analysis, Mr. Meyer provided notes on project complexity and why a project might cost more, such as the need for storm drains. On the attached table, if it says high complexity, that means high cost.

At the May PARCAC meeting, the Commission identified their top five most important projects. Some sidewalks are less expensive, and some are more expensive. This list allows the City to identify which projects clearly need outside funding, and which can be reasonable paid for out of existing HART funds. For example, Main Street sidewalks will be very expensive and our community will benefit greatly by securing additional funding. A much less expensive project will be constructing the missing the sidewalk between Crittenden and the Sterling Highway, which is about 30 feet.

Recommendation

Moving forward, the top five priority projects of PARCAC are listed below. These are the projects that should be emphasized in the CIP and Homer's Capital budget. Next Step: a Resolution of the City Council supporting these five projects and a plan for funding and construction.

Prioritized List:

1. Main Street – Pioneer Ave to Bayview Park
2. Svedlund Street – East Pioneer Ave to Lee Drive. High Priority due to the senior access - possibly to Lee Drive or prefer up to East Fairview Ave
3. Crittenden Drive: short, should be completed and students use this route
4. East Bunnell Ave from Lower Main Street to Beluga Place
5. Heath Street – East Pioneer Ave to East Fairview Ave. Heavily used by students as a route to the Library.

Attachments

1. Memorandum 17-091 in June 2017
2. August 2018 Sidewalk Table

Memorandum 17-091 Main Street Sidewalk

Memorandum 17-091

TO: Parks, Art, Recreation and Culture Advisory Commission

THROUGH: Homer City Council

FROM: Councilmember Donna Aderhold

DATE: June 12, 2017

SUBJECT: Main Street Sidewalk

The Parks, Art, Recreation and Culture Advisory Commission (PARCAC) has advocated for the Capital Improvement Plan project to pave the City owned portion of Main Street using HART dollars. The purpose of this memo is to direct the PARCAC to further explore the challenges, opportunities and possible partnerships for constructing a sidewalk on upper Main Street.

Items to address in the recommendation to Council include:

Cost. Sidewalks are an eligible expense under Homer Accelerated Roads and Trails (HART). However, HART funds are limited and Council will need to be judicious about approving projects if those funds are used for road and trail maintenance in the future.

Cost sharing and Special Assessment Districts. The HART policy manual references that sidewalks need to be priority projects as identified in the Non-motorized Transportation Plan and grant funding should be pursued if at all possible. A special assessment district process could be implemented for sidewalks based on the HART road SAD process (25% property owner and 75% City cost sharing, 1 vote per parcel). This would ensure local buy in for the project.

Maintenance costs. A sidewalk on upper main adds significant linear feet of new sidewalk. Additional specialty maintenance equipment may need to be purchased and the cost of plowing, sanding, and maintaining the sidewalk needs to be considered. In many municipalities, the property owners are responsible for regular maintenance of the sidewalk in front of their home or business. Council would appreciate PARAC's feedback on this model.

Prioritization. Why is Main Street the highest priority for a sidewalk? The HART fund cannot afford to install or the City maintain sidewalks on all City streets recommended in sections 3.1 and 3.1 of Homer Non-motorized

Transportation Plan, what is the mechanism for prioritizing one area over another? A special assessment district process that provides local buy in has been used to answer this question for other infrastructure projects in the City.

Enc: Main Street Sidewalk CIP write up

	Name	Length-ft	Notes	Complexity	Cost drivers	Opportunities
1	Upper Main	2700	Pioneer Ave to Bayview Park. Could be phased, constructing first to Fairview	moderate	relatively developed neighborhood	
2	Svedlund	400	Project has more than one possible end point. Length could get longer.	low first 400'; moderate beyond	storm drain extension/road pavement removal beyond 400'	
3	Crittenden	30	2019 construction?	low		
4	Bunnell	650	Main to Beluga Place	low	required storm drain exists	
5	Upper Heath	500	High school access to Pioneer	low	curb/gutter exists - no drainage issues	
	Soundview	1600	Could stay wide lane as it is now, could restripe	moderate	Woodard creek crossing, some storm drains needed	
	Lower Main	2000 to bunnell	part state project			
	Kachemak Way	2200 to bayview	Expect higher traffic with Quiet Creek build out. Needs a plan to construct - 5 yr timeframe?	moderate	storm drain exists entire length	
	Upper Ben Walters	1900		high	significant new pipe storm drain needed. Outfall to beluga lake wetlands	
	Lower Ben Walters	1300		high	significant new pipe storm drain needed. Outfall to beluga lake wetlands	lower section first to provide outfall for upper section
	Smokey Bay Way	600	low traffic, good visibility, sidewalk not a priority?	moderate	required storm drain could outfall in exist ditches, lower Ben Walters advantageous, but not required.	

Name	Length-ft	Notes	Complexity	Cost drivers	Opportunities
Fairview	Between Heath and Main St.		high	required storm drain exists - street not continuous.	
Fairview	West of Main St.		high	need for additional storm drain needs to be evaluated.	
Snowbird	720	Low priority? Low pedestrian counts? Future project but not needed now?	moderate	some storm drain needed - outfall to Hwy ditch	
Ohlson Lane	900		high	needs new storm drain - no appropriate outfall established	
Bayview Ave	2600		moderate	some new storm drains may be needed	

PUBLIC HEARING(S)

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

**Ordinance 18-38
Resolution 18-070**

A **public hearing** is scheduled for **Monday, September 10, 2018** 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.

Resolution 18-070, A Resolution of the City Council of Homer, Alaska, Adopting the 2019-2024 Capital Improvement Plan and Establishing Capital Project Legislative Priorities for Fiscal Year 2019. Mayor/City Council.

Ordinance 18-38, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Title 2 to Repeal Homer City Code 2.32.020, and Enact Chapter 2.58 Entitled “Commissions and Boards” to Consolidate all General Provisions Regarding Boards and Commissions and to Provide for General Policies and Procedures for Boards and Commissions.

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 September 6, 2018

CLERK'S AFFIDAVIT OF POSTING

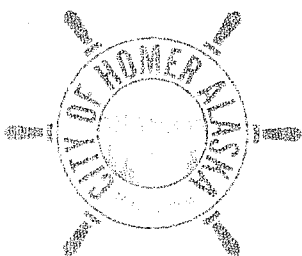
I, Rachel Tussey, Deputy City Clerk for the City of Homer, Alaska, do hereby certify that a copy of the Public Hearing Notice for:

Resolution 18-070, A Resolution of the City Council of Homer, Alaska, Adopting the 2019-2024 Capital Improvement Plan and Establishing Capital Project Legislative Priorities for Fiscal Year 2019. Mayor/City Council.

Ordinance 18-38, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Title 2 to Repeal Homer City Code 2.32.020, and Enact Chapter 2.58 Entitled "Commissions and Boards" to Consolidate all General Provisions Regarding Boards and Commissions and to Provide for General Policies and Procedures for Boards and Commissions.

...was distributed to the City of Homer kiosks located at City Clerk's Office, and the Homer Public Library on Thursday, September 6, 2018 and posted on the City website on Thursday, September 6, 2018.

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal of said City of Homer this 6th day of September 2018.



Rachel Tussey
Rachel Tussey, Deputy City Clerk I

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

4 Mayor/City Council

5 **RESOLUTION 18-070**
6

7 A RESOLUTION OF THE HOMER CITY COUNCIL ADOPTING THE
8 2019-2024 CAPITAL IMPROVEMENT PLAN AND ESTABLISHING
9 CAPITAL PROJECT LEGISLATIVE PRIORITIES FOR FISCAL YEAR
10 2020.
11

12 WHEREAS, Duly published hearings were held on September 10 and September 24,
13 2018 to introduce the final draft of the 2019-2024 CIP and to obtain public comments on
14 capital improvement projects and legislative priorities; and
15

16 WHEREAS, The Council received comments from all of the City of Homer Advisory
17 Commissions and held a CIP worksession on August 27, 2018; and
18

19 WHEREAS, It is the intent of the City Council to provide the Governor, the State
20 Legislature, State agencies, the Alaska Congressional Delegation, and other potential funding
21 sources with adequate information regarding the City's capital project funding needs.
22

23 NOW, THEREFORE BE IT RESOLVED by the City Council of Homer, Alaska, that the "City
24 of Homer Capital Improvement Plan 2019-2024" is hereby adopted as the official 6-year
25 capital improvement plan for the City of Homer.
26

27 BE IT FURTHER RESOLVED that the following capital improvement projects are
28 identified as priorities for the FY2020 State Legislative Request:
29

- 30 1. Large Vessel Port Expansion
- 31 2. Storm Water Master Plan
- 32 3. Homer Barge Mooring & Large Vessel Haul Out Repair Facility
- 33 4. Main Street Sidewalk North
- 34 5. Fire Department Fleet Management

35
36 BE IT FURTHER RESOLVED that projects for the FY2020 Federal Legislative Request
37 will be:

- 38 1. Large Vessel Port Expansion
- 39 2. Storm Water Master Plan

40
41 BE IT FINALLY RESOLVED that the City Manager is hereby instructed to advise
42 appropriate State and Federal representatives and personnel of the City's FY 2020 capital
43 project priorities and take appropriate steps to provide necessary background information.

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PASSED AND ADOPTED by a duly constituted quorum of the City Council for the City of Homer on this 24nd day of September 2018.

CITY OF HOMER

BRYAN ZAK, MAYOR

ATTEST:

MELISSA JACOBSEN, CITY CLERK

Fiscal Note: N/A



City of Homer

www.cityofhomer-ak.gov

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Homer, Alaska 99603
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MEMORANDUM 18-101

TO: Mayor Bryan Zak and Homer City Council
THROUGH: Katie Koester, City Manager
FROM: Jenny Carroll, Special Projects and Communications Coordinator
DATE: September 5, 2018
SUBJECT: 2019-2024 CIP Amendments, Final Draft and FY 2020 Legislative Request Project Selections

1. 2019-2024 CIP Amendments

Thank you for taking the time to review the CIP projects during your August 27, 2018 worksession. In accordance with your suggestions, I amended the following projects:

At the recommendation of PARC AC and with Council concurrence, the **Baycrest Overlook Gateway Project** was removed from the mid-range section. At the request of Councilmember Aderhold, Phase 3 of the project (a paving and restroom upgrade) is now proposed as a new State Project. It is included in the Proposed New Projects section. To include it as a project in the final CIP, Council will need to pass a motion.

At the recommendation of PARC AC and with Council concurrence, **Ben Walters Park Improvements, Phase 2** has been moved from the mid-range section to the completed projects section. No Council action is required.

Main Street Sidewalk Facility: Pioneer Avenue North – priority level upgraded from 3 to 1.

Wood Grid Replacement - priority level upgraded from 3 to 1.

City of Homer Radio Communications System Upgrades – project narrative updated to reflect current status of the project.

Homer Intersection Improvements – removed reference to roundabouts in the caption under the diagram.

Large Vessel Sling Lift, Phase 1 (proposed new project) – added regulatory requirements such as SWPP into the Plans & Progress section.

2. 2019-2024 CIP Final Draft Approval

At present, the CIP is still in a draft form. To bring the CIP to its final form, the following changes require Council approval.

Adopting new proposed projects into the CIP

Five new projects (listed below) have been proposed for inclusion in the CIP.

- City of Homer Projects:

- Port and Harbor ***Large Vessel Sling Lift*** proposed by the Port & Harbor Advisory Commission.
- Port and Harbor ***Old Main Dock Removal*** proposed by the Port & Harbor Director and the Port & Harbor Advisory Commission.

- State Projects:

- ***Baycrest Overlook Gateway Improvements, Phase 3*** proposed by Councilmember Aderhold.
- ***Sterling Highway Milepost 172 Drainage Improvements***. (This was proposed as a new project by Councilmember Erickson after the CIP worksession; the proposed project description has been added to the new project section.)

-Projects Submitted By Other Organizations:

- ***Poopdeck Platt Trail*** proposed by Kachemak Heritage Land Trust.

Their adoption into the final draft requires formal motions. Remaining steps from Council:

By motion, identify the proposed new projects Council would like to include in the 2019-2024 CIP, listing each by project title.

FY 2020 Legislative Request Project Selections

After the August 27th CIP worksession, each Councilmember communicated their Legislative and Federal Priority project selections. I compiled your recommendations to determine the proposed priority ranking and drafted a resolution accordingly for your consideration.

Remaining steps from Council:

By motion, establish a prioritized list of the five Legislative Requests.

By motion, establish the two projects that will be the City's Federal Priority projects.

After you approve the new projects to be included and the Legislative Priorities, I will produce a final CIP, which (per the CIP planning schedule adopted in May) will be formally adopted via Resolution at the September 24th City Council Meeting. This gives the public an additional opportunity to comment. After adoption, the CIP will be distributed to our State delegation, posted on the City's website, and used as a guiding document to pursue capital funding opportunities. The Federal Priorities will be submitted to Federal delegation.



2019-2024 CIP DRAFT

City of Homer Capital Improvement Plan 2019-2024



Homer's Port & Harbor is a regional asset serving Coast Guard assets, commercial fishing vessels participating in nearly every fishery in the State of Alaska, and tugs, barges and maritime industrial support vessels whose delivery of supplies to a variety of industries and remote communities is foundational to Alaskan commerce at all levels. A large vessel port and infrastructure for a haulout to facilitate large vessel maintenance and repair are part of the City's CIP.



City of Homer

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September 25, 2017

To The Honorable Mayor and Homer City Council:

This document presents the City of Homer 2018 through 2023 Capital Improvement Plan. The CIP provides information on capital projects identified as priorities for the Homer community. Descriptions of City projects include cost and schedule information and a designation of Priority Level 1 (highest), 2, or 3. Projects to be undertaken by the State of Alaska and other non-City organizations are included in the CIP in separate sections. An overview of the financial assumptions can be found in the Appendix.

The projects included in the City of Homer's 2108-2023 CIP were compiled with input from the public, area-wide agencies, and City staff, as well as various advisory commissions serving the City of Homer.

It is the City of Homer's intent to update the CIP annually to ensure the long-range capital improvement planning stays current, as well as to determine annual legislative priorities and assist with budget development. Your assistance in the effort is much appreciated.

Sincerely,

Katie Koester
City Manager

Letter will be updated in final draft



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Funded Projects from the 2018-2023 Capital Improvement Plan

The City of Homer is pleased to report that the following projects have been completed and/or funding procured:

- New Homer Police Station
- Harbor Ramp 2 Public Restroom Upgrade
- Ben Walters Park Improvements, Phase 2
- Emergency Radio Communication System

The Police Department secured FY2017 AK Division of Homeland Security and Emergency Management funds (and a reallocation of FY15 funds) to continue the City's systematic upgrade of its Emergency Radio Communication System. Funds will replace two City of Homer repeaters, two emergency backup dispatch radios and several Police Department mobile radio units. Other components of the project remain to be upgraded.



Introduction: The Capital Improvement Program

A capital improvement plan (CIP) is a long-term guide for capital project expenditures. The CIP includes a list of capital projects the community envisions for the future, and a plan that integrates timing of expenditures with the City's annual budget. The plan identifies ways a project will benefit the community, indicates the priorities assigned to different projects, and presents a very general target construction schedule.

A carefully prepared capital improvement plan has many uses. It can assist a community to:

- Anticipate community needs in advance, before needs become critical.
- Rank capital improvement needs in order to ensure the most important projects are given consideration for funding before less critical projects.
- Plan for maintenance and operating costs so expenses are budgeted in advance to help avoid projects that the community cannot afford.
- Provide a written description and justification for projects submitted for state funding so the legislature, governor and appropriate agencies have the information necessary to make decisions about funding capital projects.
- Provide the basis for capital projects as part of the annual budget.

A capital improvement project is one that warrants special attention in the municipal budget. Normally, public funds are not expended if the project is not listed in the CIP. A capital expenditure should be a major, nonrecurring budget item that results in a fixed asset with an anticipated life of at least three years. Projects eligible for inclusion in the City of Homer CIP have a lower cost limit of \$50,000 for City projects and \$25,000 for those proposed by non-profit organizations. Projects proposed by non-profit organizations and other non-City groups may be included in the CIP with City Council approval, but such inclusion does not indicate that the City intends to provide funding for the project.

The municipality's capital improvement plan is prepared in accordance with a planning schedule, usually adopted by City Council at the onset of the CIP process. A copy of the City of Homer CIP schedule appears in the appendix of this document.

The number of years over which capital projects are scheduled is called the capital programming period. The City of Homer's capital programming period coincides with the State's, which is a six year period. The CIP is updated annually, due to some of the projects being funded and completed within the year.

A capital improvement plan is not complete without public input. The public should be involved throughout the CIP process, including the nomination and adoption stages of the process. The City of Homer solicits input from City advisory bodies, advertises for public input during the CIP public hearing, and invites the public to participate throughout the entire process.

The City's capital improvement program integrates the City's annual budget with planning for larger projects that meet community goals. Though the CIP is a product of the City Council, administration provides important technical support and ideas with suggestions from the public incorporated through the entire process.

Determining project priorities: City of Homer CIP projects are assigned a priority level of 1, 2, or 3, with 1 being the highest priority. To determine priority, City Council considers such questions as:

- Will the project correct a problem that poses a clear danger to human health and safety?
- Will the project significantly enhance City revenues or prevent significant financial loss?
- Is the project widely supported within the community?
- Has the project already been partially funded?
- Is it likely that the project will be funded only if it is identified as being of highest priority?
- Has the project been in the CIP for a long time?
- Is the project specifically recommended in other City of Homer long-range plans?
- Is the project strongly supported by one or more City advisory bodies?

Once the overall CIP list is finalized, the City Council names a subset of projects that will be the focus of efforts to obtain state and/or federal funding in the coming year. The overall CIP and the legislative priority list are approved by resolution.



Integration of the CIP With Comprehensive Plan Goals

Each project listed in the CIP document has been evaluated for consistency with the City's goals as outlined in the Comprehensive Plan. The following goals were taken into account in project evaluation:

Land Use: Guide the amount and location of Homer's growth to increase the supply and diversity of housing, protect important environmental resources and community character, reduce sprawl by encouraging infill, make efficient use of infrastructure, support a healthy local economy, and help reduce global impacts including limiting greenhouse gas emissions.

Transportation: Address future transportation needs while considering land use, economics and aesthetics, and increasing community connectivity for vehicles, pedestrians and cyclists.

Public Service & Facilities: Provide public services and facilities that meet current needs while planning for the future. Develop strategies to work with community partners that provide beneficial community services outside of the scope of City government.

Parks, Recreation & Culture: Encourage a wide range of health-promoting recreation services and facilities, provide ready access to open space, parks, and recreation, and take pride in supporting the arts.

Economic Vitality: Promote strength and continued growth of Homer's economic industries including marine trades, commercial fishing, tourism, education, arts, and culture. Support development of a variety of well-defined commercial/business districts for a range of commercial purposes. Preserve quality of life while supporting the creation of more year-round living wage jobs.

Energy: Promote energy conservation, wise use of environmental resources, and development of renewable energy through the actions of local government as well as the private sector.

Homer Spit: Manage the land and other resources of the Spit to accommodate its natural processes, while allowing fishing, tourism, other marine-related development, and open space/recreational uses.

Town Center: Create a community focal point to provide for business development, instill a greater sense of pride in the downtown area, enhance mobility for all forms of transportation, and contribute to a higher quality of life.



State Legislative Request FY2019

**City of Homer FY2019 State Legislative Priorities
approved by the Homer City Council
via Resolution 18-XXX**

1.

2. Homer Large Vessel Harbor Port Expansion- \$10,258,000

3. Barge Mooring & Large Vessel Haul Out Repair Facility -\$4,010,850

4. Storm Water Master Plan - \$306,000

5. Fire Department Fleet Management -\$1,219,500

To be updated after City Council action.

FY 2020 - DRAFT Document



1.

FY 2020 - DRAFT Document



2. Homer Large Vessel Port Expansion

FY 2020 - DRAFT Document

Project Description & Benefit: This project will expand Homer’s port by constructing a new large vessel port to the north of the existing small boat harbor. It would enhance port capabilities by:

- Accommodating large commercial vessels (fishing vessels, work boats, landing craft, tugs, etc.) outside the small boat harbor. Currently, large vessels are moored at System 4 and System 5 transient floats. Due to shortage of moorage space at the floats, large vessels are rafted two and three abreast constricting passage lanes, creating traffic congestion and overstressing the floats;
- Enabling Homer to moor an additional 40 to 60 large commercial vessels that potentially would use Homer Port & Harbor as a home port, but have been turned away due to lack of space;
- Positioning Homer’s Port to meet the demands of emerging regional and national economic opportunities such as the Cook Inlet Oil & Gas industry, a possible LNG export plant in Nikiski, the opening of the Arctic for research, transportation and resource development and the US Coast Guard’s long-term mooring needs. Currently, the USCGC *Hickory* moors at the Pioneer Dock which provides inadequate protection from northeasterly storm surges. The large vessel harbor will be built to provide protected and secure moorage suitable to accommodate USCG assets that call Homer’s port home.

Centrally located in the Gulf of Alaska, Homer Port & Harbor is an ice-free gateway port to Cook Inlet, and the port of refuge for large vessels transiting Cook Inlet. Homer’s expanded large vessel port will benefit the marine industrial and transportation systems in central and western Alaska. It will be a regional facility that serves and supports marine industry needs and provides a place of refuge for Gulf of Alaska, Cook Inlet, and Kennedy Entrance marine traffic in event of severe weather or vessel malfunctions.

Plans & Progress: The City, State of Alaska ADOT, and Army Corps of Engineers (ACOE) partnered on a port expansion feasibility study in 2004. At that time, preliminary results indicated the project’s Benefit to Cost ratio would be non-competitive for Federal funding so the study was put on hold. Since then, conditions have changed to make the project more viable (such as availability of local and more competitively priced building materials and increased moorage demand). As a result, the City and ACOE will be conducting a joint Section 22 Planning Assistance to States Program Study (PAS). The PAS is scheduled to be done by Spring 2019 and will provide guidance on the next steps.

Total Project Cost: \$124,233,000

Design and Permitting: \$10,258,000

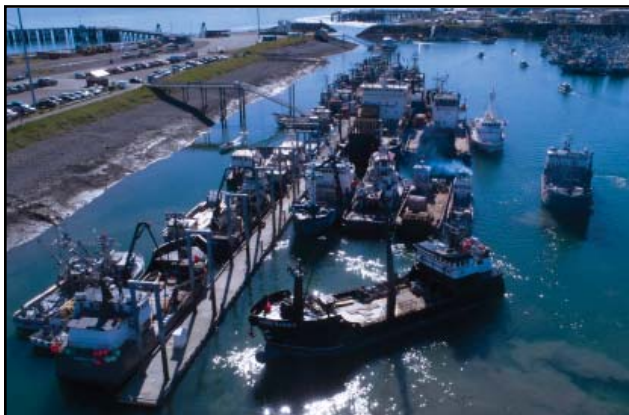
Breakwater Construction

and Dredging: \$90,275,000

Inner Harbor Improvements: \$23,700,000

FY2019 State Request: \$10,258,000

(City of Homer 10% Match: \$1,025,800)



The large vessel port expansion adds a new basin with its own entrance adjacent to the existing Small Boat Harbor. It will relieve large vessel congestion in the small boat harbor and will provide secure moorage compatible with the USCG’s assets .



3. Homer Barge Mooring & Large Vessel Haul Out Repair Facility

FY 2020 - DRAFT Document

Project Description & Benefit: This project provides safe moorage and an associated uplands haul out repair facility for large shallow draft vessels. This improvement supports the marine transportation needs of central and western Alaska. Because of the lack of facilities, these vessels currently have to travel to perform annually required maintenance and repairs which could otherwise be completed here in Homer. The facility benefits the local fleet of larger vessels as well as local marine trades businesses, and can accommodate the growing freight needs of existing Homer businesses.

The mooring facility, proposed along the beach front of Lot TR-1-A (between the Nick Dudiak Fishing Lagoon and Freight Dock Road on the west side of the harbor) will stage barges in the tidal zone with the bow end pulled tight to the beach for accessing a haul out ramp. A dead-man anchoring system will be provided for winching vessels up the ramp above the high tide line for maintenance and minor repairs. Upland improvements will include a large vessel wash down pad (which can also be used by recreational/sport boats), electrical pedestals, lighting, security fencing and a drainage/water management system to facilitate local, efficient and environmentally sound vessel repairs. This site has accommodated approximately six to eight vessels (depending on size) with ample workspace; it will offer barges the ability to complete their required annual maintenance at the uplands repair facility while wintering over.

Plans & Progress: Project development is being carried out in phases. Phase 1, initiated in 2014, consisted of forming a Large Vessel Haul Out Task Force to assist with site selection and completion of Best Management Practices, vessel owner use agreements, and vendor use agreements. Staff additionally completed a Stormwater Pollution Prevention Plan (SWPPP) with the Alaska Department of Environmental Conservation for a portion of lot TR-1-A. Since completing these basic requirements, the haul out area has become a popular repair site option for some of our large vessel owners. This further justifies additional investments to improve our ability to serve these customers and bring more of these customers to Homer.

Phase 2 completed the design and permitting for the barge mooring facility and haul out ramp. Phases 3 and 4 are construction starting with the Barge Mooring Facility and Haul Out Ramp progressing to Phase 4, the upland improvements. The project earned top ranking among four Kenai Peninsula projects that were ultimately submitted to the Alaska Office of the Economic Development Administration for inclusion on a list for potential federal infrastructure funding.



Three vessels hauled out for repairs on Homer Spit Lot TR 1 A.

Total Project Cost: \$4,768,500

2017: Phase 2 - Design/Engineering/Permitting: \$312,000 (Completed)

2018: Phase 3 - Barge Mooring Construction: \$1,255,000

2019: Phase 4 - Haul Out Repair Facility Construction: \$3,201,500

FY2019 State Request: \$4,010,850

(City of Homer 10% Match: \$445,650)



4. Storm Water Master Plan

FY 2020 - DRAFT Document

Project Description & Benefit: The City of Homer has an outdated storm water master plan. The current plan was prepared in the 1980's, projecting only basin runoff flows. The existing storm drainage system is expanding and a comprehensive storm water plan is needed to more effectively plan and construct storm water infrastructure, including sedimentation/detention facilities, snow storage and water quality improvements.

A new master plan will outline how the City can:

- Identify current and future storm runoff flows from individual drainage basins within the community.
- Identify infrastructure needed to effectively collect, transmit, treat, and discharge surface water runoff to Kachemak Bay.
- Provide a staged approach to constructing needed infrastructure to serve an expanding/developing community
- Establish pipe sizing, detention basin volumes, and cost estimates.
- Mitigate storm water runoff through the use of a wide variety of gray and green infrastructure practices and technologies that improve the quality and reduce the quantity of runoff discharging directly to receiving waters.
- Develop public education programs targeting specific stream degradation from storm water runoff.
- Provide storm water management systems and practices including collection, storage, conveyance and treatment structures that are components of a comprehensive plan to preserve or restore natural/stable in-stream hydrology.
- Identify projects that incorporate green infrastructure to manage, treat or reduce storm water discharges and urban non-point source runoff to the critical wildlife habitat of Kachemak Bay.

Total Project Cost: \$340,000

FY2019 State Request: \$306,000

(City of Homer 10% Match: \$34,000)



A master plan is needed to address storm water management issues.



5. Fire Department Fleet Management

FY 2020 - DRAFT Document

Project Description & Benefit: The Homer Volunteer Fire Department is in need of a number of vehicle upgrades to be able to safely and efficiently protect the lives and property of Homer residents.

Quint (Ladder Truck): Adding an aerial truck to HVFD's fleet will greatly enhance the City of Homer's firefighting capability. Over time, as Homer's population has grown, so has the size and complexity of its buildings. West Homer Elementary School, the Islands and Ocean Visitor Center, Kevin Bell Ice Arena, and South Peninsula Hospital Expansion are examples of large footprint, two story plus buildings where fighting fire from the ground or from ground ladders (the tallest of HVFD's is only 35') is no longer safe or practical. These locations require the use of elevated hose streams to fight fire effectively. Currently, HVFD is only able to provide elevated hose streams from ground ladders, which severely limits the application of water and endangers the lives of firefighters. Aerial apparatus allow for application of water to the interior of a building without placing firefighters in immediate danger. They also allow for the rescue of people trapped in upper stories or on rooftops by fire or other incidents that impede the use of interior stairways. In addition to increasing firefighting capability to protect large public buildings, an aerial truck will potentially lower insurance rates for the community.

Brush/Wildland Firefighting Truck: The Department's existing brush truck is a Ford F-350 that was converted to a brush unit in-house in 1990 by adding a manufactured tank, portable pump and a home-built tool storage compartment. The existing truck is severely deficient due to age-related wear and lack of capacity to handle the weight of fire fighting equipment. A new Ford F-450/550 4x4 with wildland pump unit, tank, and tool compartments will provide critical and reliable service. In addition to fighting wildfires, the truck provides fire protection to areas inaccessible with traditional large fire apparatus due to poor road conditions during winter and break-up.

Harbor Fire Cart Replacement: The Homer Port & Harbor is outfitted with seven motorized fire carts uniquely capable of responding to vessel fires located on the harbor's float system. These full-response fire apparatus are custom-made mini mobile fire engines capable of delivering AFFF foam to two attack lines at the same time. Because of Alaska's special conditions (harsh weather, extreme tides and the size of vessels) there are no pre-made, off-the-shelf fire apparatus that fully meets Homer's Port & Harbor response needs. On multiple occasions they have saved vessels and prevented the costly spread of fire in the small boat harbor. Unfortunately, the fire carts are over 20 years old. Despite regular monthly and annual maintenance, they began failing due to the harsh marine environment and age. This project would purchase the components necessary to refurbish and upgrade four fire carts, extending their functional life another twenty years.

Plans and Progress: Port & Harbor maintenance personnel constructed a prototype for a refurbished model utilizing both newly acquired components and old components that can be salvaged from the existing fire carts. The prototype passed operational tests conducted by the Homer Volunteer Fire Department and is currently in use at the Port & Harbor. To date, three of the seven motorized fire cart apparatus have been refurbished.

Total Project Cost: \$1,250,000

Quint Ladder Truck: \$1,000,000

Brush/Wildland Firefighting Truck: \$150,000

Harbor Fire Cart Replacement: \$100,000

FY2019 State Request: \$1,219,500

(City of Homer 10% Match: \$135,500)



A ladder truck like the one shown here will increase firefighting capability, firefighter safety and potentially reduce insurance rates for homeowners.



Mid-Range Projects

Part 2: Mid-Range Projects

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- **Parks and Recreation10**
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FY 2020 - DRAFT Document



Local Roads

- **Main Street Sidewalk Facility: Pioneer Ave North10**

FY 2020 - DRAFT Document



Main Street Sidewalk Facility: Pioneer Avenue North

Project Description and Benefit: This project will provide ADA-compliant sidewalks, curb and gutter on Main Street from Pioneer Avenue north to Bayview Park.

Main Street is Homer’s primary north-south corridor extending from Bayveiv Avenue (near the hospital) to Ohlson Lane (near Bishop’s Beach); it crosses Homer’s primary east-west thoroughfares, Pioneer Avenue and the Sterling Highway. It provides access to residential neighborhoods, South Peninsula Hospital and Bayview Park, yet has no sidewalks, making pedestrian travel unpleasant and hazardous. Sidewalks on this busy street will provide pedestrian safety, accessibility and enhance the quality of life for residents and visitors alike.

Plans and Progress: The need for Main Street sidewalks was first articulated in Homer’s 2004 Non-Motorized Transportation and Trail Plan. Main Street sidewalk improvements for the State-owned portion of Main Street (from Pioneer Avenue south) have long been a project in the CIP. Completing a sidewalk facility on the City-owned portion from Pioneer Avenue northward would provide a continuous, safe pedestrian route through the heart of Homer.

The overall project is conceived as sidewalks on both sides of Main Street from Pioneer Avenue to Bayview Park. A phased approach is suggested, beginning with sidewalk on the west side of Main Street only, first to Fairview Avenue, then to Bayview Park.

Plans & Progress: A engineer’s conceptual cost estimate for both phases of the project has been developed.

Total Project Cost: \$943,055

Phase I: \$422,604

Phase II: \$520,451

Schedule: 2021

Priority Level: 1



Pedestrian safety along Main Street, one of Homer’s primary north-south roads, would benefit from a sidewalk facility.

FY 2020 - DRAFT Document



Parks, Art, Recreation & Culture

FY 2020 - DRAFT Document

- **Bayview Park Restoration Project.....11**
- **Homer Spit Trailhead Restroom12**
- **Jack Gist Park Improvements, Phase 2.....13**
- **Karen Hornaday Park Improvements, Phase 214**
- **Multi-Use Community Center, Phase 115**



Bayview Park Restoration

FY 2020 - DRAFT Document

Project Description & Benefit: Bayview Park is a small, relatively quiet fenced neighborhood park at the top of Main Street. The goal of this project is to improve the accessibility and safety of the Park and its playground elements with a focus on making the park more user-friendly to young children (infant-toddler-preschool age) and for children and parents/caregivers with disabilities or mobility issues.

A dedicated group of volunteers in Homer’s Early Childhood Coalition have adopted the park, created a park Master Plan and completed some improvements to the park: an embankment slide, log steps, and an alder fort and boulders. Homer’s Early Childhood Coalition continues to work to complete elements included in the Park’s Master Plan. In 2014, they completed an ADA accessible pathway and made temporary repairs to the perimeter fence. They are currently working to replace the fence, add new play equipment and extend accessible pathway to all play features.

- Summer 2019: Replace existing white picket fence with a wood frame-chain link fence to improve the stability and durability of the fence (current fence is in constant need of repair). Parents and caregivers appreciate having a fence as it provides a level of safety for young children around the busy roads and ditches surrounding the park.
- Summer 2020: Upgrade ground cover to playground standards, replace jungle gym, add additional swing port, and extend ADA trail to new elements as needed. The goal is to provide new playground elements that are designed for younger/toddler age and to have some accessible for children with disabilities.

Plans & Progress: In 2011 Homer Early Childhood Coalition raised money and funded a new slide and boulders that were installed by the City of Homer. Several parents built and installed stepping logs and 2 small “bridges”. In 2013 Homer Early Childhood Coalition coordinated with Corvus Design to meet with local families and children for project ideas and create a master plan with cost estimates. \$5,347.76 was raised to pay for design costs and install new play elements. ADA parking and access trail improvements were completed in 2014 utilizing in-kind donations of equipment and labor and an additional \$5,118 in fundraising dollars.

Total Project Cost: \$189,974

Schedule: 2020-2021

Priority Level: 2



Though charming, the white picket fence that surrounds Bayview Park is in need of constant repair. A more practical chain length fence is needed to keep young children out of roads and ditches.



Homer Spit Trailhead Restroom

FY 2020 - DRAFT Document

Project Description & Benefit: The parking lot at the intersection of the Ocean Drive bike path and Homer Spit Trail gets heavy use year round. The Spit trail is a popular staging area for biking, running, walking, and roller blading. Parents bring their young children to ride bikes because the trail is relatively flat and has few dangerous intersections. A restroom would be used by recreationalists and commuters using both trails.

Total Project Cost: \$295,000

Schedule: 2022

Priority Level: 3



The parking lot at the Spit trail head full of cars on a sunny day.



Jack Gist Park Improvements, Phase 2

FY 2020 - DRAFT Document

Project Description & Benefit: Jack Gist Park has been in development since 1998 on 12.4 acres of land donated to the City of Homer by a private landowner. As originally envisioned by the Jack Gist Recreational Park Association, this parcel has been developed primarily for softball fields. It also features a disc golf course.

The proposed project will complete Phase 2 by improving drainage around the upper ball field, constructing a concession stand/equipment storage building adjacent to the softball fields, and developing an irrigation system utilizing a stream on the property in conjunction with a cistern. Phase 3 will provide potable water (water main extension), construct a plumbed restroom, and acquire land for soccer fields.

Plans & Progress: Phase 1 of this project was completed in 2011 after a five year period of incremental improvements. In 2005-2006, a road was constructed to Jack Gist Park from East End Road, a 70-space gravel parking area was created, and three softball fields were constructed including fencing, dugouts, and backstops. In 2008, bleachers were installed at all three softball fields. In 2009, three infields were resurfaced. In 2010, with volunteer help, topsoil was spread and seeded on two of the three fields and the parking area was improved and expanded. 2011 saw improvements to the third ball field: drainage improvements on the outside perimeter (right and left field lines), imported material to improve the infield and topsoil and seeding to improve the outfield.

Total Project Cost: \$160,000

Drainage: \$50,000

Concession Stand and Equipment Storage: \$75,000

Irrigation System: \$35,000

Schedule: 2020-2021

Priority Level: 2



One of the softball fields at Jack Gist Park.



Karen Hornaday Park Improvements

FY 2020 - DRAFT Document

Project Description & Benefit: Homer’s popular Karen Hornaday Park encompasses baseball fields, a day use/ picnic area, a playground, a campground, and a creek on almost 40 acres. It also hosts community events such as the Highland Games. The Karen Hornaday Park Master Plan, updated and approved in 2009, sets forth goals and objectives to be accomplished over a 10-year period.

Phase 2 improvements, the current focus, involves safe and inclusive access to the park and its essential facilities. Thanks to volunteer efforts and HART Program funding, significant trail access improvements have been recently completed: (1) an access trail along Fairview Avenue on the southern border of the park that extends up into the park along the park access road, and (2) the Woodard Creek Nature Trail provides pedestrian access from Danview and allows people to enjoy and appreciate the City’s only creek.

While these have improved access and pedestrian safety, patrons arriving by vehicle still face safety issues. The park access road runs between the park and the parking lot, requiring kids to have to cross in front of traffic to get to the park’s attractions. Phase 2 proposes to address this safety issue by relocating the park access road towards the eastern border of the park and relocating the parking lots to the westerly side of the new road, between the road and the park. Improvements will comply with the 2010 Americans with Disabilities Act for park access and include paving, striping, signage, informational kiosk and landscaping.

Plans & Progress: Significant park improvements were accomplished through an Alaska Legislature appropriation of \$250,000 in FY 2011. This money, together with City funds and fundraising by HoPP (an independent group organized to make playground improvements), helped complete Phase 1: drainage improvements, ballfield improvements, new playground, new day use area and northern parking lot improvements. The City received a Land and Water Conservation Fund (LWCF) grant for campground improvements and development of a new day use area between the two ball fields which was completed in 2014.

In 2012, the City spent \$25,000 on preliminary engineering for moving the park access road and developed a projected cost of \$726,000. The City recently evaluated other methods for safeguarding pedestrian crossings, such as traffic calming features, and landscape and trail enhancements until Phase 2 can be accomplished. A future Phase 3 will address handicap accessibility and ADA improvements within the playground and replace the aging bathroom facility.

Total Phase 2 & 3 Project Cost: \$1,970,750

Schedule: 2019 - 2022

Priority Level: 1



Upper Woodard Creek Nature Trail and an access trail along Fairview Avenue were completed in 2017 with volunteer labor and a small amount of City funds.



The road into Karen Hornaday Park is between the park and the parking lot, requiring children to have to cross traffic to get to the park’s attractions.



Multi-Use Community Center, Phase 1

FY 2020 - DRAFT Document

Project Description & Benefit: This project would be the first phase in designing and constructing a Multi-Use Community Center to adequately serve the social, recreation, cultural, and educational needs of the Homer community. Years of growing numbers of requests to Parks and Recreation for access to indoor facilities highlights the need for this project. A 2015 City of Homer Parks, Art, Recreation and Culture (PARC) Needs Assessment validated this perceived need. Incorporating an extensive public input process, the PARC Needs Assessment reflects the community’s high priority on community access to public recreational and educational spaces and identifies a community center as a significant future investment for the community.

The community center is currently broadly envisioned as a comprehensive multi-generational facility that offers something for people of all ages. Public input identified a general-purpose gymnasium and a multi-purpose space for safe walking/running, dance, martial arts, performing arts, community events and dedicated space for youth as priority features. In addition to social, health and quality of life benefits, a multi-use center provides considerable opportunity for positive economic impact to the community. Direct impacts include new revenues from admission and rental fees generated by hosting regional or statewide conferences, weddings and/or other private rentals. Participants and spectators visiting Homer for these events will also indirectly benefit the community through their use of restaurants, retail shops, lodging, transportation and other hospitality industry services. This facility would draw additional year round programs and events to Homer, contribute to the local economy by attracting additional visitors and businesses, and would be an incentive for families to relocate to Homer.

The PARC Needs Assessment included a statistically valid survey question asking the community’s interest for constructing and funding an \$18 million facility. 30% of respondents agreed with the statement that this facility is a priority in the next five years; an additional 27% placed it as a priority in the next five to ten years. The success of this project requires sources for capital funding and a sound feasibility study to determine how ongoing operations would be funded.

Plans & Progress: The first step is to complete a reconnaissance or a preliminary feasibility study of the size and type of facility, develop conceptual floor plans and site plans, estimate total construction cost and identify ongoing operational funding mechanisms.

Total Project Cost: \$500,000

Schedule: 2022

Priority Level: 3



The City of Unalaska’s Community Center is the hub of community activities. Centrally located, the Community Center is widely used by both residents and visitors. It has everything from a cardio and weight room to music and art areas.



Port and Harbor

- **Deep Water/Cruise Ship Dock Expansion, Phase 1 17**
- **Harbor Ramp 8 Public Restroom..... 18**
- **Ice Plant Upgrades 19**
- **Seafarers Memorial Parking Expansion 20**
- **System 4 Vessel Mooring Float System 21**
- **Truck Loading Facility Upgrades at Fish Dock 22**
- **Wood Grid Replacement 23**

FY 2020 - DRAFT Document



Deep Water/Cruise Ship Dock Expansion, Phase 1

FY 2020 - DRAFT Document

Project Description & Benefit: Upgrades to the Deep Water/Cruise Ship Dock are necessary to provide a facility that can accommodate multiple industry groups and provide the greatest economic benefit to the area. A feasibility study of expanding and strengthening the dock (with later phases including a terminal building and other upland improvements) is nearing completion. Expansion increases the Port & Harbor’s capability to support regional resource development initiatives with moorage and a staging area for freight service to the Lake and Peninsula Borough (via the Williamsport-Pile Bay Road) and to potential future Cook Inlet region resource development projects. There is current demand for modifications to the existing dock to accommodate long-term mooring of large resource development vessels such as timber, mining and oil and gas barges, and as designed, the dock will be able to handle icebreakers, of particular importance given Alaska’s strategic arctic location.

The facility will boost cargo capability. The City has a 30-acre industrial site at the base of the dock which can support freight transfer operations and serve as a staging area for shipping to and from the Alaska Peninsula, the Aleutians, and Bristol Bay. Handling containerized freight delivery to the Kenai Peninsula would reduce the cost of delivering materials and supplies to much of the Peninsula. The dock expansion will also enhance cruise ship-based tourism in Homer by providing moorage at the dock for two ships (a cruise ship and a smaller ship) at the same time, reducing scheduling conflicts.

Finally, improvements to the dock will fulfill a contingency planning requirement under Homeland Security provisions. The Port of Anchorage, through which 90% of the cargo for the Alaska Railbelt areas and the Kenai Peninsula passes, is vulnerable. If the Port of Anchorage were to be shut down and/or incapacitated for any reason, Homer’s port would become even more important as an unloading, staging, and trans-shipping port.

Plans & Progress: In 2005 the City of Homer spent \$550,000 for cathodic protection of the existing dock and conceptual design of an expanded dock. \$2 million in federal transportation earmark funds were appropriated in FY2006 to prepare preliminary design and conduct further economic analysis. The Alaska Legislature appropriated an additional \$1 million for FY2011. Homer City Council has authorized the sale of \$2 million in bonds to help fund the construction of this project. The City started on project design and feasibility with R&M consulting to begin design and feasibility. To date, the team completed an extensive conditions survey of the existing infrastructure, bottom condition survey, soils core drilling, and a very detailed tide/current profile for the dock. The feasibility study helped identify the best option for expansion to improve freight and cargo handling capabilities. Some uplands improvements have been completed to benefit cargo movement and storage on land close to the deep water dock: paving outer dock truck bypass road, removing the old wooden fence around the concrete storage yard and replacing it with a chain link fence, stormwater runoff handling, lighting and security cameras.

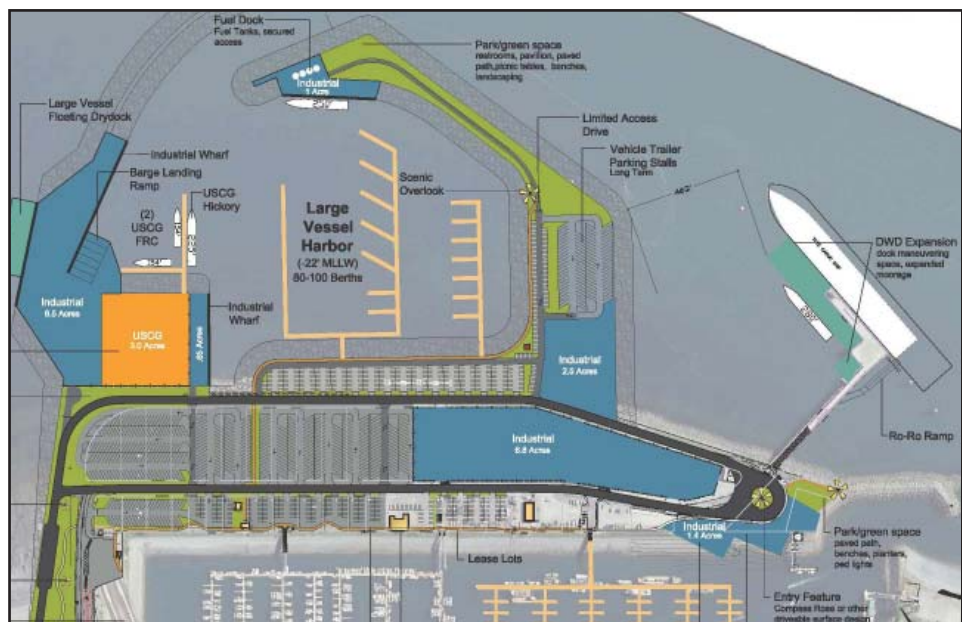
Total Project Cost: \$35,000,000

Feasibility: \$1,250,000
(Completed September 2016)

Design: \$1,750,000

Construction: \$32,000,000

Priority: 2



Deep Water Dock Expansion (white dock on right of diagram) proposed design.



Harbor Ramp 8 Public Restroom

FY 2020 - DRAFT Document

Project Description & Benefit: Ramp 8 serves System 5, the large vessel mooring system. Previously, restroom facilities for Ramp 8 consisted of an outhouse. This outdated restroom brought many complaints to the Harbormaster’s office. Sanitary restroom facilities are expected in modern, competitive harbors along with potable water and adequate shore power. The Ramp 8 outhouse was removed in 2015. A new public restroom in this location is needed to serve the crew members of large vessels when they come to port.

Plans & Progress: Design costs for this project would be minimal as the City has standard public restroom plans engineered that can be easily modified for this location.

Total Project Cost: \$295,000

Schedule: 2023

Priority Level: 3



Ramp 8 sees heavy use from crews of large vessels moored in System 5. Since this outhouse was removed in 2015, crews either use a porta potty provided by the Port & Harbor, or walk 1.5 blocks to use the nearest restroom facility.



Ice Plant Upgrade

FY 2020 - DRAFT Document

Project Description & Benefit: The ice plant at the Fish Dock is a critical component of the overall Port and Harbor enterprise, providing more than 3,500 tons of flake ice each year to preserve the quality of more than 20 million pounds of salmon, halibut, sablefish, and pacific cod landed at the Port of Homer.

Although the Ice Plant has been maintained very well since being built in 1983, staff believes that efficiencies may be gained by upgrading certain key components of the plant with current technologies. This may include replacing the refrigeration compressors, integrating natural gas into the process, and/or upgrading the control systems to increase the plant's efficiency and reduce operating costs.

Staff recommends a two phase approach to the project, with Phase 1 seeking bids from qualified firms for the purpose of performing a site visit to Homer's Ice Plant to create a list of recommendations/options for upgrading the facility. Goals for this evaluation would be to address energy savings solutions to help lower operational costs, plant maintenance, longevity and return on investment. We would specifically ask if and how natural gas could be used to lower costs and we would also want to address the need of creating a year-round cold storage refrigeration system as an upgrade to the original plan.

Total Project Cost:

Phase 1: \$25,000

Phase 2: TBD based on consultant recommendations and upgrade plan adopted.

Schedule:

2019: Phase 1 completion and upgrade plan finalized;

2020: Design and engineering for upgade;

2021: Upgrade ice plant.

Priority: 1



Four of the Ice Plant's aging compressors are shown here.



Seafarers Memorial Parking Expansion

FY 2020 - DRAFT Document

Project Description & Benefit: This project would use materials from dredging the harbor to build up a parking lot between Seafarers Memorial and the east end of the nearby boardwalk complex. The additional parking will be a welcome improvement as it is often hard to find parking during peak summer months on this section of the Spit. The project has the added benefit of replenishing the beaches on the east side of the Spit and protecting infrastructure from erosion. The material will be placed on the beaches as part of the Army Corps of Engineers' dredging/disposal operations. Funding is needed to supplement hauling costs, compact material, cap with gravel and pave the lot. A Corps permit will be needed to accomplish this work.

Plans & Progress: The City has appropriated \$15,000 for the Homer Area Roads and Trails (HART) fund for preliminary engineering design and permitting. 95% of engineering design work was completed in 2015. A phased approach to construction will be used.

Total Project Cost: \$635,000

Schedule:

2017: Design and Permitting at 95% complete: \$8,000

2019: Dredged Material Placement by Corps: In kind

2020: Install drainage, riprap protection, paving/stripping and all parking lot delineation: \$627,000

Priority Level: 1



This project would fill in, level and pave the grassy area pictured above between the Seafarer's Memorial and the nearby boardwalk.



System 4 Vessel Mooring Float System

Project Description & Benefit: System 4 is made up mostly of floats that were relocated from the original harbor construction in 1964. In the 2002 Transfer of Responsibility Agreement (TORA) project, System 4 was completed by moving the old floats into place. Within two years it was filled to maximum capacity. System 4 floats are over 20 years beyond their engineered life expectancy and are showing their age. This project can be done in phases.

Plans & Progress: Phase 1 floats HH, JJ, and headwalk float AA between those floats were replaced in fall of 2014. Power and water was extended from ramp 7 to JJ and HH as part of the same project. A new landing float was installed for Ramp 7 in the spring of 2014. Phase 2 floats CC, DD, EE, GG will be replaced next.

Total Project Cost: \$5,600,000

Schedule:

2021 Design: \$600,000

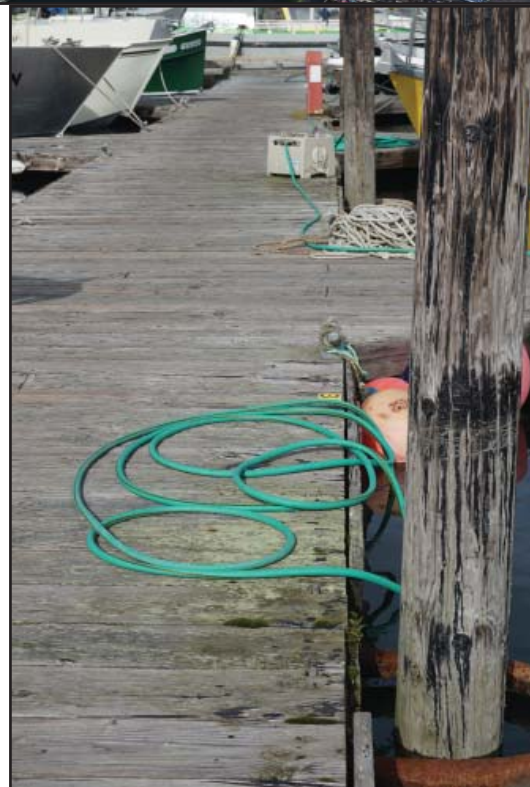
2021-2024 Construction: \$5,000,000

Priority Level: 3



System 4 ramps to be replaced next.

Detail of aging Float DD, at right.



FY 2020 - DRAFT Document



Truck Loading Facility Upgrades at Fish Dock

FY 2020 - DRAFT Document

Project Description & Benefit: Approximately 22 million pounds of fish are landed at the Homer Fish Dock each year and loaded onto trucks. The resulting truck, fork lift, and human traffic creates considerable congestion as fish buyers jockey for space to set up portable loading ramps. Lack of adequate drainage in the area creates further problems as the vehicles must maneuver in soft and often muddy conditions.

This project will construct a loading dock to facilitate the loading of fish onto trucks. In addition, it will provide for paving of Lot 12-B and other improvements to address the drainage problems that impact the area.

Total Project Cost: \$300,000

Schedule: 2020

Priority: 3



Currently at the Fish Dock, fish buyers have to contend with a muddy lot and lack of a loading dock to facilitate the transfer of fish to trucks.



Wood Grid Repaclement

FY 2020 - DRAFT Document

Project Description & Benefit: The Wood Grid is a series of benches (in this case wooden beams) laid out on intertidal land that can support a boat for hull repairs during low tides. Vessels float over the grid at high tide and then set down on the grid as the tide recedes. Vessel owners are able to do minor repairs and inspections to their vessels hulls while “dry” on the grid and refloat with the incoming tide.

The Wood Grid is one of two tidal grids that the Port and Harbor operates. Because of our large tidal exchange in Kachemak bay, Homer’s tidal grids are likely one of the most useful vessel grid systems in the world. They utilize the tides to our advantage to provide an inexpensive way for vessel owners to maintain their vessels’ hulls.

Homer’s Wood Grid was originally built 40 years ago and accommodates vessels up to 59 feet with a 50 ton limit. Other than the walkway replacement that occurred in 2001, the wood grid has seen very little in terms of upgrades since.

Three particular issues would likely be addressed in an upgrade. Gravel has migrated downhill and filled in between the benches, making it increasingly difficult for people to actually to get under the vessels on the grid to perform repairs. A second issue is with the Wood Grid’s retaining walls. Due to age, the upper wall is no longer retaining infill from the bank above and the lower submerged wall has degraded to the point that staff are not able to repair it. Another concern is that the benches and the buried pile that support them have deteriorated to the point that staff is unable to repair them. At a minimum the piles and benches will need to be replaced.

Plans & Progress: This project would consist of two phases. The first phase is preliminary engineering and design to ascertain the scope and cost of the improvement, including what permitting is required. The second phase would be construction..

Total Project Cost:

Phase 1: Engineering and design: \$25,000

Phase 2: Construction: to be determined in Phase 1.

Schedule: Phase I: 2020

Priority Level: 1



The Wood Grid in Homer’s Port and Harbor was originally built 40 years ago and accommodates vessels up to 59 feet with a 50 ton limit. Other than replacing the walkway in 2001, the wood grid has seen very little in terms of upgrades since.



Public Safety

- **City of Homer
Radio Communications System Upgrade 25**
- **Fire Department Rescue 1 Remount..... 26**

FY 2020 - DRAFT Document



City of Homer Radio Communication System Upgrades

FY 2020 - DRAFT Document

Project Description & Benefit: The City's radio communication system is a complex, high-tech, multi-component communication infrastructure that serves the daily needs of the Homer Police, Fire, Port & Harbor and Public Works Departments and is critical for effective emergency response to natural disasters and man-made incidents. Communication system technology has changed tremendously during the last thirty years of the digital age. It is now completely digital, can carry encrypted data in addition to voice communications and must comply with FCC bandwidth requirements.

Homer's communication system (consisting of the Public Safety Radio System, the Port and Harbor Radio System and the Public Works Radio system) needs upgrading to keep up with technological advances, comply with new FCC bandwidth requirements, maintain interoperability with all local, borough and state agencies utilizing the ALMR system and maintain software updates and other manufacturer product support.

The goal of this project is to upgrade the entire radio communication system by 2020 to stay within FCC compliance.

Plans and Progress: Progress on this project has been incremental with assistance from Alaska State Homeland Security grant funds. To date, the main dispatch console, two City of Homer repeaters, two emergency backup dispatch radios and several Police Department mobile radio units have been upgraded. Components still needing upgrades are listed under the Total Project Cost section below.

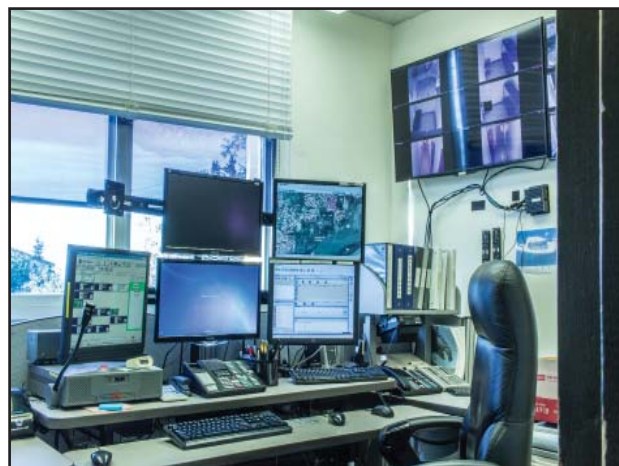
Total Project Cost: \$1,220,018 - \$1,300,018

(\$435,915 of total project cost has been funded through State Homeland Security and Emergency Management grant awards.)

Public safety repeater relocation on Homer Spit:	\$ 47,363 (completed)
Dispatch consoles and associated equipment:	\$ 296,000 (completed)
Public Safety repeater upgrade:	\$ 127,668 (\$44,777 funded)
Public Safety radios:	\$ 558,987 (\$104,144 funded)
Port & Harbor radios and possible repeater:	\$ 40,000 - \$ 70,000
Public Works radios:	\$ 100,000 - \$120,000
Public Works data radio system:	\$ 50,000 - \$ 80,000

Schedule: 2019-2022

Priority: 1



City-wide radio system upgrades are needed to maintain full communication operability.



Fire Department Rescue 1 Remount

FY 2020 - DRAFT Document

Project Description & Benefit: Homer Volunteer Fire Department’s Rescue 1 vehicle is a 1999 Saulsbury Rescue Truck made up of a 20’ stainless steel rescue body mounted on a commercial Freightliner chassis. This apparatus carries a wide assortment of light and heavy equipment necessary for specialized rescue operations such as hydraulic cutters and spreaders (like the Jaws of Life), high and low pressure air lift bags, confined space rescue equipment and an assortment of hand tools to aid in the extrication of entrapped victims. Additionally, the apparatus is equipped with a dual-agent firefighting package that can extinguish small fires in vehicles or prevent them from occurring during rescue operations.

Rescue 1 also carries two additional support systems critical to personnel safety and operations: a breathing air cascade system for on-scene filling of firefighters air bottles and operating air powered equipment and tools, and a 9,000 watt telescoping light tower used to provide scene lighting.

This project will replace Rescue 1’s aging and underpowered chassis with a new chassis with a larger motor, making it more capable of navigating the 7-9% road grades within our jurisdiction.

Total Project Cost: \$200,000

Schedule: 2019

Priority Level: 1



Rescue 1, a workhorse in the Homer Volunteer Fire Department fleet, is in need of a new chassis with a larger motor, making it more capable of navigating the area’s 7-9% road grades with a load.



Public Works Projects

- **Water Storage/Distribution Improvements.....28**

FY 2020 - DRAFT Document



Water Storage/Distribution Improvements, Phase 3

FY 2020 - DRAFT Document

Project Description & Benefit: This project replaces aging water storage/distribution system components and makes other system improvements to increase water storage capabilities and drinking water quality, improve water system distribution and water transmission effectiveness and safeguard public health. A dependable water system ensures public safety and contributes to Homer’s growth and economic vitality. First identified during the formation of the 2006-2025 Homer Water & Sewer Master Plan, these critical infrastructure improvements have been designed and partially completed:

- **Phase 1:** was completed in 2016. 2,600 linear feet of 10” and 12” water distribution main was installed across Shellfish Avenue and a new pressure reducing vault (PRV) was constructed to provide water supply to a new tank site; 4,500 linear feet of 12” water main was extended on Kachemak Drive, both connecting isolated sections of town and eliminating dead end mains. The City removed an old redwood tank and purchased property on which the new tank will be constructed.
- **Phase 2:** consists of installing water transmission main in support of a future new water storage tank, rehabilitation of the existing A-Frame existing storage tank, and replacement of the A-Frame pressure reducing vault (PRV).
- **Phase 3:** consists of the construction of a new water storage tank, modifying/replacing three PRV station and the installation of micro-hydro turbines that can efficiently produce power back onto the grid; reducing the City’s electricity costs and creating green power.

Plans & Progress: Project design was completed in 2014 utilizing \$485,000 in Special Appropriation project grant funds from the Environmental Protection Agency and \$399,214 (45%) in matching funds from the City . Phase 1 construction was completed in 2016 utilizing \$1,980,254 in FY16 State of Alaska Municipal Matching Grant program funds, \$848,680 City of Homer funds and benefitted property owner’s assessments.

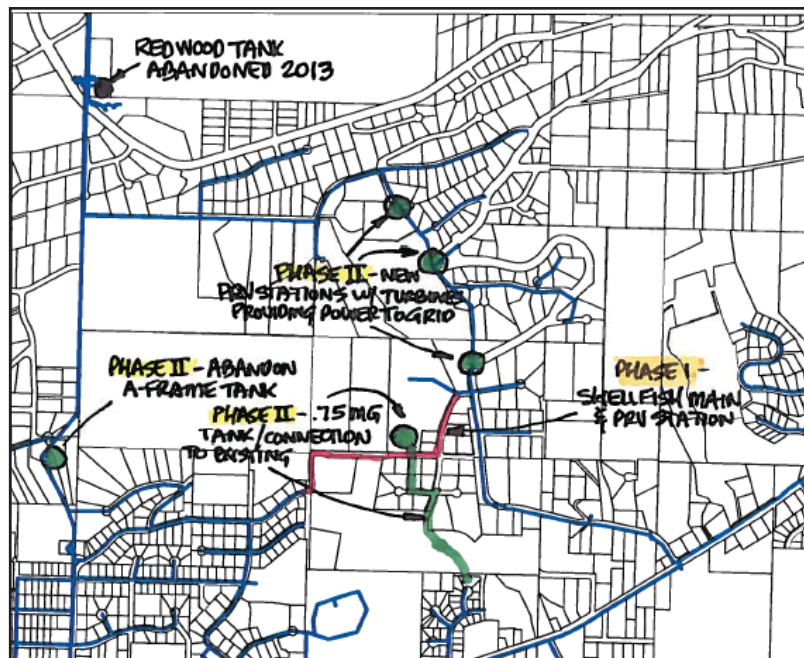
Phase 2 construction work will be completed in the fall of 2018 and the summer of 2019 using ADEC grant monies and water reserve funds using State of Alaska Municipal Matching Grant program funds and City of Homer water reserve account funds.

Phase 3 construction can be completed after phase 2 is finished and funding has been identified.

Total Project Cost: \$10,438,214
 2014 (Design, Completed): \$884,214
 2016 Phase 1 Construction(Funded, Completed):\$1,980,000
 2018-2019 Phase 2 Construction: \$1,600,000
 2020 Phase 3 Construction: \$5,974,000

FY2016 State Capital Allocation: \$1,980,254
 (City of Homer 30% Match: \$848,680)

Priority Level: 1



Phase 1, Shellfish Subdivision Main and PRV Station (indicated by red line) was completed in 2016. Phase 2 (green line) will be completed in 2018 - 2019.



State Projects

The City of Homer supports the following state projects which, if completed, will bring significant benefits to Homer residents.

Transportation projects within City limits:

- **Baycrest Overlook Gateway Improvements, Phase 30**
- **Homer Intersection Improvements..... 31**
- **Kachemak Drive Rehabilitation/Pathway 32**
- **Main Street Reconstruction..... 33**

Transportation projects outside City limits:

- **Sterling Highway Reconstruction,
Anchor Point to Baycrest Hill..... 34**

FY 2020 - DRAFT Document



Homer Intersection Improvements

FY 2020 - DRAFT Document

Project Description & Benefit: This project implements recommendations of the 2005 Homer Intersections Planning Study commissioned by the Alaska Department of Transportation and Public Facilities. The study analyzed the needs of twelve intersections according to traffic forecasts, intersection safety records, pedestrian concerns and intersection options. The benefit of the improvements will be to enhance traffic safety and quality of driving and pedestrian experiences for residents and visitors, particularly as the community continues to grow.

The study noted that a few Homer intersections need traffic signals to 1) provide gaps for turning vehicles and 2) provide safer crossings for pedestrians in the center of town where traffic volumes are increasing and worsening in the summer months. Problem intersections and recommended improvements are as follows:

Sterling Highway and Pioneer Ave. - Roundabout or traffic signal;

Main Street and Sterling Highway and Main Street and Pioneer Avenue - DOT&PF selected a traffic signal as the preferred alternative (over roundabouts) for the two Main Street intersection improvements.

Sterling Highway and Heath Street - Roundabout or traffic signal;

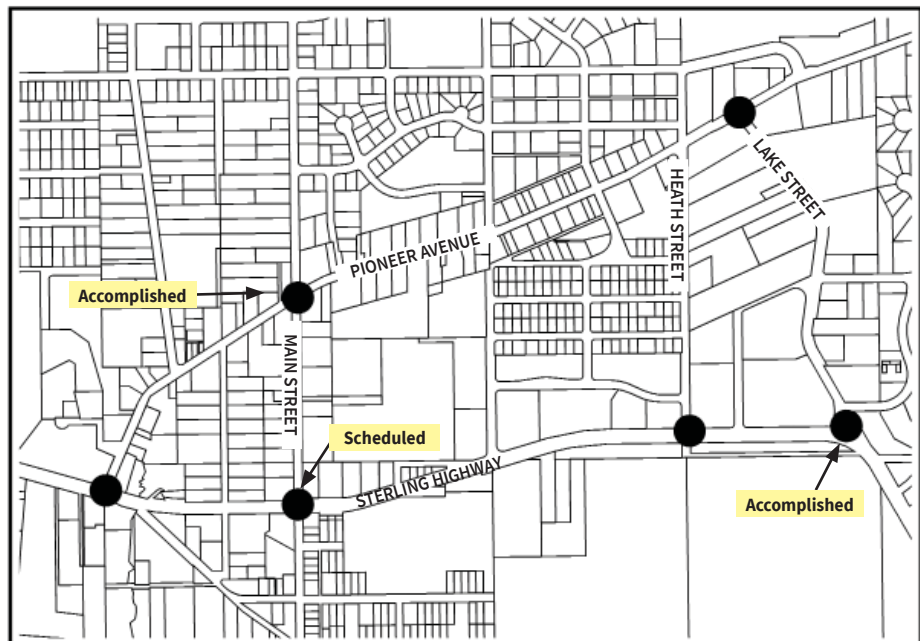
Pioneer Avenue and Lake Street/East End Road - Roundabout or traffic signal.

The intersection study also analyzed areas with poor or non-existent lane and crosswalk pavement markings, missing or inadequate crosswalk signage and heavy traffic volumes. While the City and DOT&PF have improved pedestrian mobility and safety through some crosswalk projects, accessible standards have not been met by the State when they make intersection improvements. In 2018, City of Homer Resolution 18-034 formally asked DOT&PF install a pedestrian crosswalk across Lake Street at Grubstake when DOT&PF installs sidewalks and repaves Lake Street.

The City of Homer also expects the State of Alaska to adhere to 2010 ADA standards when newly constructing, altering or repaving streets and intersections, including mandated curb ramps or other sloped areas at intersection having curbs or other barriers to entry from a street level pedestrian walkway. Further, while not mandated, the City's ADA Committee endorses upgrading Homer's four traffic signals to audible pedestrian signals and evaluating potential additional traffic control/pedestrian crosswalk installation in areas where there are major pedestrian traffic generators or where multi-use trails crosses the roadway.

Plans & Progress: State of Alaska DOT/PF obtained \$2.8 million to make safety improvements to Main Street Intersections. Traffic control at the Pioneer Avenue and Main Street intersection was accomplished in 2016 by installing a four-way stop and flashing overhead beacon. State of Alaska DOT/PF will be moving forward in 2019 to complete improvements at the Main Street intersection by installing a traffic signal at the Main Street and Sterling Highway intersection.

Lake Street will see improvements in 2020.



Alaska DOT/PF's traffic study recommended traffic control signals at four central Homer intersections shown above.

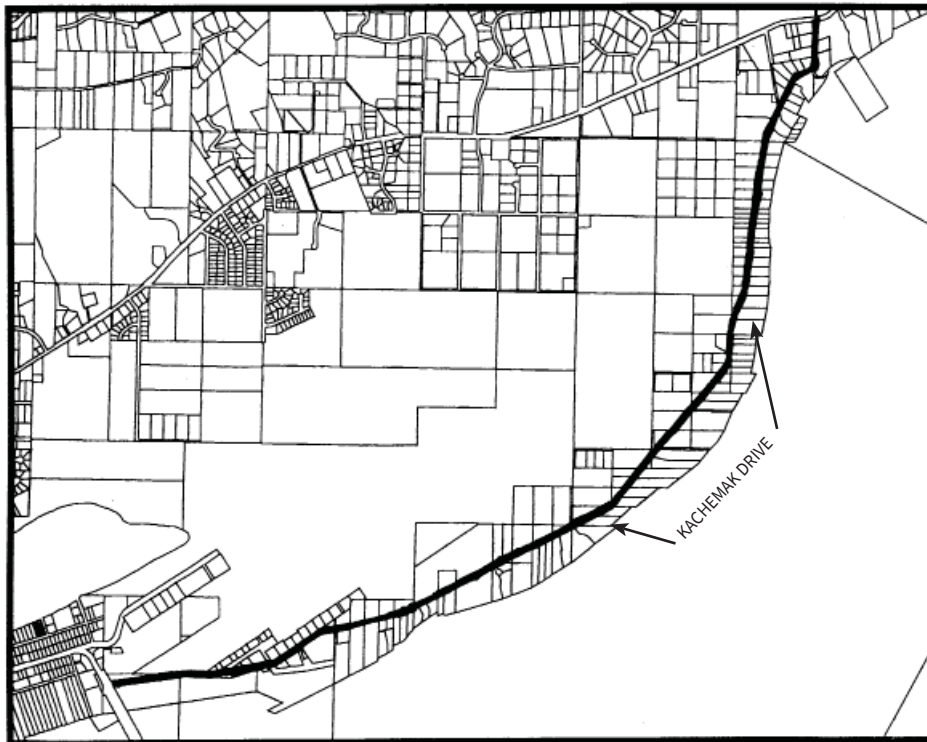


Kachemak Drive Rehabilitation/Pathway

Project Description & Benefit: Kachemak Drive connects Homer Harbor with Homer’s industrial boat yards, serves drivers as a connector from the Homer Spit to East End Road, has a residential community, and serves as an alternate route to the airport. Truck, boat trailer, residential and commuter traffic are often heavy, with an approximate daily traffic of 1,500 vehicles. The road needs rehabilitation including raising the embankment, resurfacing, widening the road, and drainage improvements.

Bicyclists, pedestrians and occasional moms with strollers use Kachemak Drive to connect to the Spit, Ocean Drive, and East End Road bike paths. Kachemak Drive has narrow to non-existent shoulders, forcing cyclists to the left of the fog line. Motorists typically slow down behind bicyclists, wait until there is no oncoming traffic, then pass by crossing the center line. This procedure is dangerous to motorists and cyclists, especially on the hill leading up from the base of the Spit to the airport, where visibility is low. Bicycle traffic has increased in the past couple of years due to the advent of wide-tire winter bicycles and Homer’s increasing popularity as a bicycle friendly town. Construction of a separated pathway along East End Road will increase recreational and commuter bicycle and pedestrian traffic on Kachemak Drive and will improve driver, bicycle, and pedestrian safety. Because of the significant right-of-way acquisition involved, this project will likely take several years to complete.

Plans & Progress: The Kachemak Drive Path Committee has worked with the City of Homer Advisory Parks and Recreation Commission and Transportation Advisory Committee to explore potential alternatives. The City performed preliminary engineering in 2012 on a portion of the trail and found significant grade and easement challenges to the project.



Project location for Kachemak Drive pathway.

FY 2020 - DRAFT Document



Main Street Reconstruction

FY 2020 - DRAFT Document

Project Description & Benefit: This project will provide curb and gutter, sidewalks, storm drainage, and paving for Main Street from Pioneer Avenue to Bunnell Street.

Homer’s Main Street is a primary north-south corridor running from Bayview Avenue (near the hospital) to Ohlson Lane (near Bishop’s Beach). In the process, it connects Homer’s primary downtown street, Pioneer Avenue, with the Sterling Highway and provides the most direct access to the Old Town district. It also provides the western border to Homer’s undeveloped Town Center district.

Despite its proximity to the hospital, businesses and residential neighborhoods, Main Street has no sidewalks, making pedestrian travel unpleasant and hazardous. Sidewalks on this busy street will enhance the quality of life for residents and visitors alike and provide economic benefits to local businesses and the community as a whole.

Plans & Progress: Main Street is a City street from Pioneer Avenue northward, and a State street from Pioneer Avenue south. The Homer Non-Motorized Transportation and Trail Plan, adopted by the City Council in 2004, calls for construction of sidewalks on both sides of Main Street to provide a safe means for pedestrians to travel between Old Town and Pioneer Avenue, and stresses that this should be regarded as a “near term improvement” to be accomplished in the next two years. The Homer City Council passed Resolution 06-70 in June 2006 requesting that Alaska Department of Transportation and Public Facilities (DOT/PF) “rebuild and upgrade Main Street from Pioneer Avenue to Bunnell Avenue as soon as possible in exchange for the City assuming ultimate ownership, maintenance, and operations responsibility.”

State of Alaska DOT/PF has obtained \$2.8 million to make safety improvements to Main Street Intersections. In 2016, they installed a four-way stop and flashing overhead beacon at the Pioneer and Main Street intersection. They will be moving ahead with the preferred alternative of installing a traffic signal at the Sterling Highway and Main Street intersection (2019). However, much work remains to be done to improve and reconstruct of the entire section of Main Street from Pioneer Avenue to Bunnell Street.



A mother pushes a stroller along Main Street between the Sterling Highway and Bunnell Street, while another pedestrian walks on the other side of the road.



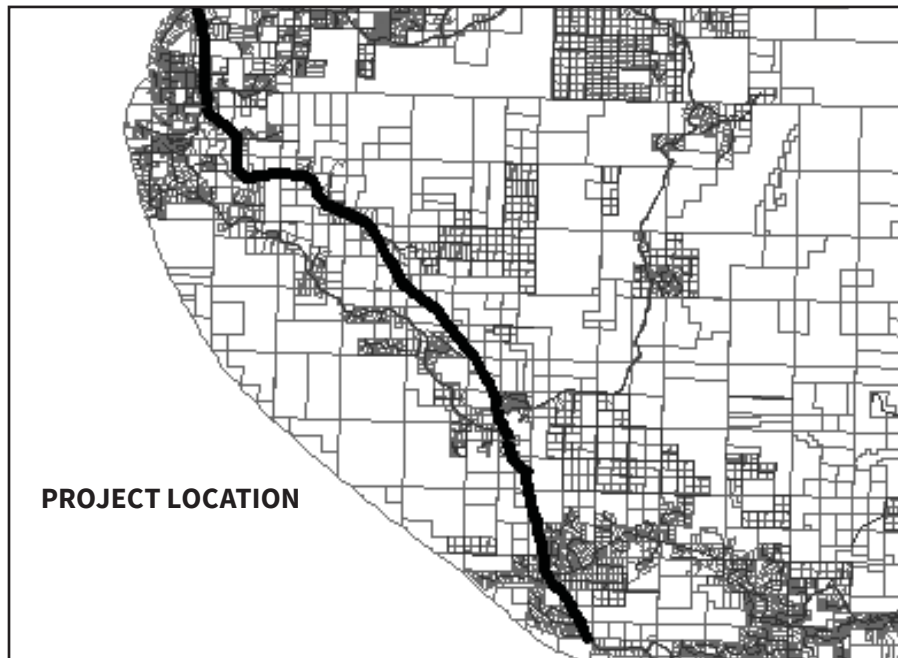
Sterling Highway Reconstruction Anchor Point to Baycrest Hill

Project Description & Benefit: This project will reconstruct 12 miles of the Sterling Highway between Anchor Point (MP 157) and the top of Baycrest Hill in Homer (MP 169) to address severe safety issues resulting from curves, hills and blind spots on the existing road. The project has been identified as a high priority of the Kenai Peninsula Borough.

Many major side road intersections, gravel hauling operations, and school bus stops contribute to dangerous conditions on the 12-mile section of highway, which has been the scene of several serious accidents, many with fatalities, over the past several years. Continued population growth has led to more subdivisions with intersecting roads and more traffic on the highway, exacerbating the problem. School buses must stop in some locations with blind corners and hills.

The project calls for construction of an improved two-lane highway paralleling the alignment of the existing highway. The reconstructed highway will be designed to allow two additional lanes to be added at a future date.

Plans & Progress: \$2.5 million dollars was included in the FY2013 capital budget for design and right of way phases of this project. Preliminary engineering and environmental assessment services began in the summer of 2014. DOT&PF is still working on project plans. It is a full rehabilitation project and as such it has a high level of environmental work. DOT does not expect to go into construction on it for several years.



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Projects Submitted by Other Organizations

The City of Homer supports the following projects for which local non-profit organizations are seeking funding and recognizes them as being of significant value to the Homer community:

- **Beluga Slough Trail Extension 35**
- **Haven House:
Safety/Security Improvements 36**
- **Homer Council on the Arts:
Re-configuration and Facility Upgrade 37**
- **Homer Hockey Association:
Kevin Bell Ice Arena Acquisition..... 38**
- **Homer Senior Citizens Inc.:
Alzheimer’s Unit 39**
- **Kachemak Shellfish Growers Association:
Kachemak Shellfish Hatchery 40**
- **Kachemak Ski Club:
Homer Rope Tow Access & Equipment Upgrades 41**
- **Pratt Museum:
New Facility and Site Redesign 42**
- **South Peninsula Behavioral Health Services
The Annex Upgrade 43**
- **South Peninsula Hospital:
Hillside Stability Study 44**

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Beluga Slough Trail Extension

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Project Description and Benefit: The goal of this project is to extend the existing Beluga Slough Trail around the northern perimeter of Beluga Slough to expand recreational and educational opportunities for the Homer community and its visitors. Beluga Slough is a unique environment which has been the focus of environmental education activities for decades. Naturalists from federal, state and non-governmental agencies bring local families and visitors to the existing trail to share the rich natural history of the slough's vegetation, wildlife and invertebrates. The 0.5 mile extension provides greater viewing opportunities for shorebirds, salt marsh habitats and intertidal flats. The extension would create a quiet, non-motorized trail away from the Sterling Highway with connections to Bishop's Beach, Homer's Old Town District and Ben Walters Park.

Plans and Progress: This trail concept is included in the 2004 Homer Non-Motorized Transportation and Trail Plan. A community-based project team has formed to honor Carmen Field, who taught so many about Beluga Slough through her work at the Kachemak Bay National Estuarine Research Reserve and Alaska Department of Fish and Game. This trail extension would allow Carmen's memory and her love for bringing people out into the natural world to live on.

The proposed trail (see map below) would be on City of Homer property. Owners of the new Aspen Suites Hotel, which is under construction, anticipate replatting their private parcel and donating the lower portion to the city (indicated by yellow star). Planning for the project and discussions with the private landowners is under way. Construction of Phase 1 is anticipated to start in 2019.

Project proponents have discussed potential project sponsorship and/or trail coalition membership with The Homer Foundation and other area organizations. Discussions with City of Homer Park, Arts, Recreation & Culture Advisory Commission and City staff, yielded the following issues that will need to be addressed and budgeted for as the project moves forward:

- security vulnerability of the Public Works complex and sewer treatment facility;
- places recreational feature in floodplain, which is inconsistent with AK Department of Transportation & Public Facilities emergency response plan in the event of potential Beluga Slough Dam failure;
- mitigation of illegal use of lands newly accessed by the trail and the added security measures (landscaping/patrol time) it requires to insure public safety; and
- environmental permitting /land use authorizations.

Total Project Cost: The project will be accomplished in three phases with significant community-based labor and supplies anticipated.

Phase 1: negotiation with private land owner for donation or easement, project design work, and construction of 375 feet of the western-most part of the trail (backcountry – recreational trail design): \$50,000 - 100,000

Phase 2: construction of 1,200 feet of the eastern part of the trail (backcountry - recreational trail design): \$150,000 - 250,000

Phase 3: construction of 1,000 feet of the middle and wettest section requiring a semi-improved trail design: \$300,000 - 450,000



Proposed extension of the Beluga Slough Trail indicated by white dashed line.



Haven House Safety/Security Improvements

FY 2020 - DRAFT Document

Project Description & Benefit: Haven House provides protection through emergency shelter and program services to adults and children who are victims of domestic violence, sexual assault and child abuse. Domestic violence and sexual assault offenders are among the most dangerous type of violent offender and such shelters warrant a high degree of security systems, equipment, and technology. Haven House is requesting \$25,000 to improve the security of the facility through upgrading existing surveillance equipment, adding additional, much-needed surveillance equipment, upgrading existing security system, improving communications between all offices in the building, as well as instant communication to law enforcement, and improving equipment that contributes to security, such as doors, windows, locking systems, and fence. According to feedback collected on surveys from Haven House shelter employees and clients, as well as security challenges we have faced in the past, there is a need to provide improvements to our security systems currently in place. This will protect Haven House clients, staff, and community members and provide a much-needed public safety function for the entire southern Kenai Peninsula communities.

Plans & Progress: In July of 2014 Haven House completed Phase 1 of security improvements, the addition of a secured arctic entry, which provided a layer of security at our main entrance. The first part of Phase 2, completed winter 2015, included adding the security doors to the arctic entry. Additionally, funds from the Rasmuson Foundation and the State of Alaska helped to complete the remaining Phase 2 items which included front and back doors surveillance systems, replacing aging windows, and fortifying the existing yard fence, but only at one specific location. This portion of Phase 2 was completed in fall of 2016. Haven House is seeking further funding for a Phase 3 to completely secure our yard and property perimeter to ensure staff and client safety and confidentiality.

Total Project Cost: \$25,000



Haven House provides protection through emergency shelter and program services to adults and children who are victims of domestic violence, sexual assault and child abuse.



Homer Council on the Arts Mary Epperson Performing Arts Center

Project Description & Benefit: Guided by the conviction that the arts are for everyone, Homer Council on the Arts (HCOA) provides opportunities for people of all ages and abilities in our community to experience and participate in the arts. HCOA provides arts education, creative opportunities, advocacy and collaboration, and creative opportunities for residents, regardless of income or ethnicity, to experience the arts.

For the past decade, HCOA has been working toward improving its facility to better meet community and programmatic needs. Identified by the Parks, Art, Recreation, and Culture (PARC) Needs Assessment, indoor space for programs and community events is lacking in Homer, and a much-needed asset for the community. Taking the steps necessary to fulfill this community vision, HCOA has worked with the Foraker Group and the Rasmusson Foundation on a Pre-Development Program to produce a feasible, appropriately scaled remodel of the current building and an affordable, multi-use new facility. Adhering to Murdock Charitable Trust's request, the Board of Directors approved a plan to "think bigger" and construct the Mary Epperson Performing Arts Center using design concepts linked with a black box and clear span/cannery style building concept that can easily be adapted for anything from concerts to classes. The Arts Center will offer space for programs, dance and a 150-200 seat performance theater, .

Plans & Progress: The HCOA Board of Directors and the facility committee are in the initial redesign phase with the expectation of completing the design, budget, and grant revisions during FY19. Capital campaign fundraising will be ongoing with a goal of breaking ground by late FY19 or early FY20. Community contributions to date are \$142,361. HCOA was successfully awarded \$130,500 from Rasmusson Foundation for this project in FY18. The Murdock Charitable Trust has accepted both a Letter of Inquiry and a full proposal as well.

Total Project Cost: is to be determined after the design phase.



HCOA is designing a major addition to its current facility: the Mary Epperson Performing Arts Center, a black-box style theater located behind the HCOA offices in the grassy field behind the gravel pile in the photo above.

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Homer Hockey Association Kevin Bell Ice Arena Acquisition

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Project Description & Benefit: The Kevin Bell Arena was constructed in 2005, with initial funding from grants associated with the 2006 Arctic Winter Games combined with a loan from English Bay Corporation /Homer Spit Properties. Homer Hockey Association (HHA) has successfully operated the Arena since its opening. HHA has met operating and capital acquisition costs within a yearly budget of \$300,000 to \$350,000. HHA is seeking financial support to retire the remaining debt of \$2.1 million dollars from purchasing the Arena.

HHA's mission is to cultivate on-ice recreation of all kinds, for all ages, on the Lower Kenai Peninsula. HHA has been accomplishing this mission for more than a decade as one of the few non-profit, volunteer run ice rinks in the United States. Volunteers contribute an estimated 14,000 hours annually, representing a huge commitment of time and effort by our community. Over the years, programs have been expanded to include activities for all: figure skating, hockey at all age and skill levels, broomball, curling and numerous community and school open skate events. The public and open skate events bring up to 1000 additional users during the busiest months. These efforts earned HHA the 2012 Alaska Recreation and Parks Association Outstanding Organization award and more recent recognition from the USA Hockey Association.

The Kevin Bell Arena hosts numerous games, tournaments and events that bring commerce to the City of Homer. This is especially important during the winter when tourism and occupancy rates are low. HHA hosts several separate youth and adult hockey tournaments totaling approximately 150 games each year. In 2015-2016 these games brought over 1,160 out of town players to Homer, accompanied by family and fans that contributed an estimated \$646,187 to the local economy through lodging, transportation, dining and merchandise purchases. KBA has hosted several consecutive youth State Hockey Championship Tournaments which are widely attended by families from all over the State.

Plans and Progress: HHA has an active and committed Board and membership. The volunteer hours are leveraged by several successful fundraisers, sponsor and advertising campaigns, grant awards and donations each year. This covers approximately one third of the annual operating and capital expenses. The remaining expenses are covered by user fees.

The purchase of the building would provide HHA the opportunity to open more programs and expand existing programs to include more of the community. The high user fees are a barrier for many families but necessary just to meet annual expenses. The building purchase would allow HHA to adequately fund and plan for the replacement of the major mechanical components of the ice arena. It would also allow for the major building maintenance projects to be funded. It could allow for heating and additional seating to accommodate the spectators. Major projects that could increase revenue such as permanent year-round flooring could become feasible. The building purchase would allow this important community resource to grow and prosper into the future.

Total Project Cost: \$2, 100,000



Christmas Eve public skate at Kevin Bell Arena is well attended.



Homer Senior Citizens Inc. Alzheimer's Unit

FY 2020 - DRAFT Document

Project Description & Benefit: Seniors are the fastest growing population for the State of Alaska. Homer is projected as the second city in the State which will see the most significant growth in this demographic. Homer Senior Citizens (HSC) operates a 40 bed assisted living facility. We have sent four seniors from our community due to Alzheimer’s disease in the past four years. Losing one senior a year is unacceptable as it tears away the fabric of our community. All of the seniors have families remaining in the Homer community.

In order to maintain the health of our senior population, a full continuum of care is required. Maintaining physical, mental and social capacity supports the dignity of our most vulnerable adults. An Alzheimer’s Unit has been a strategic priority for the HSC’s Board of Directors to keep our seniors home in the community.

The Alzheimer’s Unit will include fifteen beds and 24/7 nursing care. Additionally, it will include a memory care unit to help maintain residents’ existing cognitive capacity. Specific features of the facility (therapy pool and activities room) will be open to all seniors 55 years of age and older. The activities room will be Phase 2 of the project and will incorporate low-impact exercise equipment to maintain seniors’ physical capacity. This also opens up the possibility to contract with South Peninsula Hospital for use of the therapy pool for other age groups, benefiting the entire population of Homer.

Operating funds will be secured from “fees for service;” room and board; billing for Physical Therapy in both the therapy pool and the exercise program in the activities room (once Phase 2 has been completed) and fees for contracted use of therapy equipment and the pool. Projected five year profit will be approximately \$1,508,600. This does not include contractual arrangements with third party vendors.

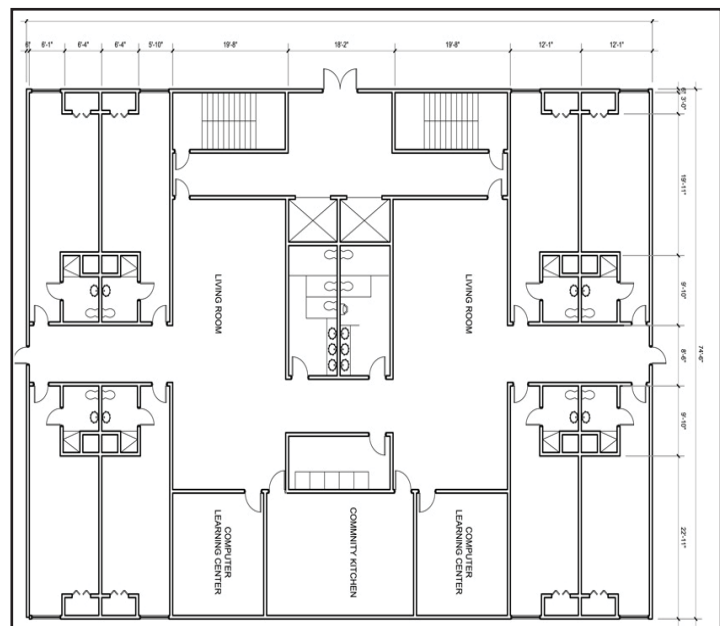
Plans & Progress: Currently HSC staff is completing the State of Alaska Certificate of Need. Design work continues; HSC has met with HydroWorx to incorporate the Therapy Pool with the Alzheimer’s Unit.

HSC is in the initial stages of fundraising for the Alzheimer’s Unit. Three foundations that fund this type of project have been identified. HSC sponsors annual fundraising events to secure the match for foundation grants.

Total Project Cost: \$3,000,000



Example of a HydroWorx Therapy Pool Room .





Kachemak Shellfish Mariculture Association Kachemak Shellfish Hatchery

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Project Description and Benefit: For twenty-four years Kachemak Shellfish Mariculture Association (KSMA), a 501c5 organization, has worked to fulfill its primary mission of assisting shellfish growers in Kachemak Bay to establish an economically sustainable oyster industry. Today through its close partnership with the Kachemak Shellfish Growers Cooperative (KSGC), twelve farms in the Bay utilize a facility on the Spit for processing, marketing, shipping and now culturing seed.

Five years ago the industry was severely impacted by an oyster seed shortage affecting the entire Pacific Coast. Local leaders volunteered and developed a small proof of concept experiential oyster hatchery/setting facility in the KSMA building to address the seed needs of all Kachemak growers and beyond. Over the past four years, on a thin budget, along with the assistance of industry professionals, and some financial support from the State of Alaska, the “experimental” hatchery has consistently set millions of spat every year. Some experts gave this under-manned nursery only a 10% chance of success. However, thanks to the nutrient rich waters of Kachemak Bay and the dedication and expertise of KSMA’s staff, the oyster spat experiment has thrived and now the next critical step is to upgrade an important piece of equipment to become compliant with State regulations, improve safety and security and scale up production to meet demand. Applications for new mariculture farms are up from the five in a typical year to 15 this year, potentially adding 1,000 acres of new Alaskan oyster and kelp farms to the current 320 acres under production.

The piece of equipment is called a FLUPSY. Microscopic oyster seed, or spat, cannot go directly from the hatchery to oyster farms. The next stage of development happens in a FLUPSY -- a floating upwelling system that takes the microscopic seed from the hatchery into the waters of Kachemak Bay in appropriately sized bins through which water is constantly moved by an electrically-driven paddle wheel. Spat in the FLUPSY are regularly cleaned, graded and placed in graduated bins for a full year prior to going to individual farm sites.

At sixteen years old, KSMA’s FLUPSY is showing the wear-and-tear of exposure to the harsh maritime climate; spat production has outgrown the FLUPSY’s capacity; its design is ergonomically antiquated. Its deteriorating Styrofoam flotation is out of compliance with regulatory standards. It is also unsecured; a recent vandalism threatened a year’s worth of spat. A new, covered FLUPSY will provide compliant, state-of-the-art flotation and adequate spat capacity. It will safeguard workers with ergonomically superior equipment and safer, covered decking. Locking security will dissuade costly acts of vandalism.

The benefit of a thriving oyster farm industry in Homer is huge. In their 25th year of production, oysters have become a sparkling year-round addition to Homer’s seafood options available to residents and attracting tourists. Every cooler of oysters delivered to the dock represents approximately \$150 to the grower. By the time the end user receives those oysters, the economic ripple effect becomes approximately \$725. Excess seed is sold to other farmers eager for a reliable supplier (both in State and out). This economic benefit has been recognized by the State of Alaska. Mariculture is a top economic development priority for Governor Walker and is a Business Development goal in *Northern Opportunity*, Alaska’s Comprehensive Economic Development Strategy.

Our local hatchery and state-of-the-art FLUPSY can also provide a great educational lab for high school and university students, who currently have to travel to Seward for mariculture studies. (The Seward hatchery hatches opilio crab as the waters of Resurrection Bay are less conducive to oyster seed.) A mariculture course could easily be developed around oyster seed development, culturing and marketing right here in our own backyard.

Plans and Progress: A new FLUPSY will be developed in two phases. Design and permitting followed by construction.

Total Project Cost: \$175,000

Preconstruction: \$25,000

Construction: \$150,000



Cleaning the FLUPSY bins on a beautiful Kachemak Bay day.



Kachemak Ski Club Homer Rope Tow Access & Equipment Upgrades

Project Description & Benefit: The Kachemak Ski Club was founded more than sixty years ago to operate a rope tow on Ohlson Mountain near Homer. Our founders wanted to get Homer kids out of the house on the weekends and it is no different today. Over the years, this historic public recreational treasure has hosted thousands downhill sports enthusiasts as well as family and social gatherings. This project improves access from the road, making the park more welcoming for youngsters and newcomers. It also modernizes the hill's features and equipment.

Plans and Progress: The Homer Rope Tow recreation area is separated from Ohlson Mountain Road by private land, but has legal access via a section line easement. A circuitous trail connects the road to the hill, avoiding several structures that encroach into the easement. To make access safer, Kachemak Ski Club plans to construct a turnout and a widened parking area. Trail upgrades would make access shorter and more manageable for parents juggling both gear and young children.

On the hill itself, Kachemak Ski Club plans to acquire grooming equipment, machinery, and purchase some limited freestyle park features.

Total Project Cost: \$91,000

Equipment: \$44,500

Access Trail & Right of Way: \$46,500



Youth enjoying Homer's own ski slope..



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Pratt Museum New Facility and Site Redesign

FY 2020 - DRAFT Document

Project Description & Benefit: The national award-winning Pratt Museum strengthens relationships between people and place through stories of the Kachemak Bay region. For over 50 years, the Pratt's exhibits, education programs, and collections have fostered self-reflection and dialogue among the Museum's community and visitors. Today, the Pratt serves up to 30,000 visitors annually, with more than 5,000 young and adult learners participating in its programs. The Pratt Museum is consistently viewed as one of Alaska's most important cultural institutions and a leader among small community museums across the country.

The Pratt Museum opened its doors to the public in May 1968. The Museum's collection has grown with the community through that period and our current facility does not meet the needs of the Museum's growing collection, which are held in public trust and require specific conditions and storage practices for preservation and display. In addition, the building's current design limits community engagement activities. To better serve our community and visitors long into the future, the Pratt Museum plans to renovate the current museum building so that all gallery and meeting areas are ADA-accessible, the roof protects the collection, and collection items are stored and cared for according to best practices for cultural and natural history artifacts. The front area of the museum will be renovated to improve the visitor experience, and community engagement areas will be modified to better accommodate community conversations, presentations, and school group activities. The Museum may also renovate the aquarium curatorial area and the kitchen to ensure that these areas meet standards for animal care and food prep. The outcome of this immediate renovation will maintain the building as a well-functioning Museum through the next 10 years, allowing the Museum to expand its outreach programs with a growing membership and student base, even as the organization continues to work towards a new museum facility in the future.

Plans & Progress: Since 2008, the Pratt Museum has been working on a capital project for a new museum building. By 2015, \$3.4 million had been secured for building design and early site work. In 2016, the trail expansion and architectural designs for the new building were completed at the cost of \$2.2 million. It is anticipated that a new museum building, designed to incorporate museum-quality climate controls, accessibility for all community members, and new programming areas, will require another decade to complete.

At this time, the Museum will focus on renovating the current building to move our mission and community engagement goals forward through that decade. This renovation will also serve the larger project by preparing the current building as an auxiliary storage and outreach building and/or as an improved building for lease once the new museum is built. The remaining \$1.2 million in the capital budget will be used for renovations that provide physical accessibility throughout the building (where currently visitors must exit the building and re-enter at a different floor level, vastly improved storage and workspace for the Museum's artifacts, and provide enhanced education opportunities. Phase 1 designs for these renovations will be completed by July 2018 and Phase 2 construction will occur September 2018 – May 2019. We are hoping to raise an additional \$800,000 to upgrade mechanical systems, install new exhibit kiosks, and expand new outreach space on the south side of the building.

Total Project Cost: \$2,000,000 (Renovation of Current Building)

Design of New Building: \$2,200,000 (completed)
Construction of New Building: \$7,500,000
Funding Raised to date: \$3,400,000



Architectural rendering of the new Pratt Museum facility.



South Peninsula Behavioral Health Services: The Annex Upgrade

Project Description & Benefit: South Peninsula Behavioral Health Services provides services at multiple sites throughout Homer. Our customers include children, adults and families that may be struggling with mental illness, development disabilities, substance use disease, or combinations of all three. One of our older facilities, 948 Hillfair Court, also known as The Annex, houses several of our important programs serving over 140 individual customers annually. Programs include:

- *Journeys*, day treatment and adult rehab.
- *Souply*, our vocational training soup delivery program.
- *Individual Placement and Support (IPS)*, our vocational training program that partners with local business to provide vocational experience for those struggling with a variety of issues;
- As well as treatment and case management support for our customers in need.

The building is old and annual repairs to plumbing, painting, the Souply kitchen, and the treatment rooms often exceeds our maintenance budget for our entire agency. We are in the initial planning stages of rebuilding and redeveloping this property to better accommodate the needs of our clients, our staff and the community.

The updated building will include a revitalized commercial kitchen; treatment rooms that are private and secured; group and community rooms that are designed to meet the needs of our population; updated electric, plumbing and network services; and expanded services to meet the health needs of the community.

Plans and Progress: The SPBHS Board of Directors is finalizing its three year strategic plan. The final scope of the project will be determined in that process. However, a structural engineer has already been hired to provide the Board a full description of the needs of the property and an architect has provided an option for future design plans. Upon finalizing the Strategic Plan, the agency will begin moving forward with a two year project to upgrade The Annex. This will include fundraising from foundations and other charitable organizations, determining the full scope of services to implement in the new building, and developing a two year work plan. SPBHS has included in its budget for the coming year an effort to end the year with a \$250,000 surplus earmarked for the project.

Total Project Cost: \$500,000-\$750,000.



Annual maintenance to the Annex, an older, former residential building that houses several SPBHS programs, often exceeds SPBHS' entire agency maintenance budget.



The Annex's group treatment space needs remodeling to make the space more private and separate from a public entrance, public bathroom and stairway to offices..

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South Peninsula Hospital Hillside Stability Survey

FY 2020 - DRAFT Document

Project Description & Benefit: South Peninsula Hospital sits on a very steep hillside, with all parking lots and outbuildings being terraced down from the main hospital building. Both the lot the hospital sits on and the lot behind it continue with a very steep elevation incline. A 12 foot wide cut into the hillside behind the hospital is the only buffer before the terrain continues with the steep incline for as far as 300 yards. The remaining hillside has thick vegetation and is not utilized or developed in any way at this time.

The facility has had numerous additions and structural work completed in the last ten years which may have impacted and affected the stability of the hillside. The hillside runs continuously from the entrance parking lot, along the entire length of the building and beyond. No part of the main hospital building is out of the risk zone for damages from hillside erosion and sloughing.

A site evaluation is necessary to establish the current condition of the hillside, and make any recommendations to secure it from further erosion and sloughing. Such evaluation would include a survey, soils testing, geologic hazard assessment and mitigation report, landslide evaluation, earthquake assessment, and recommendations for options to minimize risk to the facility. The recommended options would include cost estimates.

Plans and Progress: The estimated cost of such a study, evaluation, and report is \$100,000. This could include work by the Army Corps of Engineers, and/or a private engineering firm.

Total Project Cost: \$100,000



A hillside stability study on the slope behind the South Peninsula Hospital will yield recommendations on ways to minimize risk to the facility.



Capital Improvement Long-Range Projects

The following projects have been identified as long-range capital needs but have not been included in the Capital Improvement Plan because it is not anticipated that they will be undertaken within the six-year period covered by the CIP. As existing CIP projects are funded or as other circumstances change, projects in the long-range list may be moved to the six-year CIP.

Local Roads

Fairview Avenue – Main Street to East End Road: This project provides for the design and construction of Fairview Avenue from Main Street to East End Road. The road is approximately 3,000 linear feet and the project will include paving, water and sewer mains, stub-outs, storm drains, and a sidewalk or trail. The project extends from the intersection of Main Street to the Homer High School, and finally to East End Road, and will provide an alternative to Pioneer Avenue for collector street access east/west across town. This roadway would benefit the entire community by reducing congestion on Pioneer Avenue, the major through-town road, and would provide a second means of access to the high school. It would also allow for development of areas not currently serviced by municipal water and sewer.

This improvement is recommended by the 2005 Homer Area Transportation Plan. Necessary right of way has already been dedicated by the Kenai Peninsula Borough across the High School property.

Cost: \$1.75 million **Priority Level** 3

Fairview Avenue – Main Street to West Hill Road: This project provides for the design and construction of Fairview Avenue from Main Street to West Hill Road. The road is approximately 4,200 linear feet and the project will include paving, water and sewer mains, stub-outs, storm drains, and a sidewalk or trail. In conjunction with the Fairview to East End Road project, this project will benefit the entire community by providing an alternative to Pioneer Avenue for collector street access east/west across town, thereby reducing congestion on Pioneer Avenue and developing alternative access for emergency vehicle response. The need for the road extension has increased markedly with the development of three major residential subdivisions in the area.

This improvement is recommended in the 2005 Homer Area Transportation Plan.

Cost: \$3 million **Priority Level** 3

Parks And Recreation

Beach Access from Main: This project will provide residents and visitors with coastal viewing stations and access to the beach at the southern end of Main Street, utilizing City-owned land. The project will enhance connectivity in Homer's developing trails and park system, providing additional access so that beach-goers can walk onto the beach at one point and off at another, on a loop through Old Town, Town Center, etc. For those not physically able to walk all the way to the beach, platforms near the roads will provide nice views and benches on which to relax. Interpretive signage could provide information on Homer history, beach formation, and other topics.

The Main Street beach access point is envisioned to have a small parking area, a viewing platform with a bench, and stairs with landings.

Cost: \$250,000 **Priority Level** 3

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Capital Improvement Long-Range Projects

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East Trunk/Beluga Lake Trail System: This project will create two connecting trails:

- The Beluga Lake Trail will partially encircle Beluga Lake with a raised platform trail that includes a wildlife observation site. The trail will connect neighborhoods and business districts on the north and south sides of the lake.
- The East Trunk Trail will provide a wide gravel pathway from Ben Walters Park east along the City sewer easement, along the north side of Beluga Lake (connecting with the Beluga Lake Trail), and eventually reaching East End Road near Kachemak City.

The completed trail system will connect Paul Banks Elementary School, the Meadowood Subdivision, and other subdivisions and residential areas to Ben Walters Park. It will additionally provide hiking, biking, and wildlife viewing opportunities around Beluga Lake. In addition, it will provide an important non-motorized transportation route.

The Beluga Lake Trail, a trail connection to Paul Banks Elementary School and East End Road are included in the 2004 City of Homer Non-Motorized Transportation and Trail Plan.

Cost: Beluga Lake Trail—\$1.5 M East Trunk Trail—\$2 M Priority Level 3

Horizon Loop Trail, Phase 1: The Homer Horizon Loop Trail is proposed as a four to five mile route that would run clockwise from Karen Hornaday Park up around the top of Woodard Creek Canyon, traverse the bluff eastward, and then drop down to Homer High School. The parking lots of Karen Hornaday Park and Homer High School would provide trailhead parking. Those wishing to complete the loop will easily be able to walk from the high school to Karen Hornaday Park or vice versa via Fairview Avenue. A later stage of trail development will connect the Horizon Loop Trail with the Homestead Trail at Bridge Creek Reservoir.

Cost: Staff Time Priority Level 3

Jack Gist Park Improvements, Phases 3: Jack Gist Park has been in development since 1998 on 12.4 acres of land donated to the City of Homer by a private landowner. As originally envisioned by the Jack Gist Recreational Park Association, this parcel was developed primarily for softball fields. The long-term goal is to acquire adjacent properties that will provide space for soccer fields. Phase 3 development will construct a plumbed restroom at the park and develop soccer fields.

Cost: \$400,000 Priority Level 3

Karen Hornaday Park Improvements, Phase 3: Phase 3 park improvements will include building a concession stand, shed, landscaping, signage, and revegetating Woodard Creek.

Cost: \$860,000 Priority Level 2

Mariner Park Improvements: This project will provide significant improvements to Mariner Park as called for in the park's master plan: Construct a bike trail from the "Lighthouse Village" to Mariner Park (\$325,000); Construct a pavilion, additional campsites, and interpretive kiosk (\$150,000); and improve the appearance of the park with landscaping (\$75,000).

Total: \$500,000 Priority Level 3

PUBLIC PROJECTS



Capital Improvement Long-Range Projects

FY 2020 - DRAFT Document

Homer Conference Center: Homer is a popular visitor destination and the visitor industry is a critical component of the local economy. However, millions more dollars might be spent in Homer if a meeting facility large enough to attract conferences with several hundred participants was available. Currently, Homer has no facility capable of providing meeting space for groups of more than 180 people.

Homer's reputation as an arts community will help attract meetings and audiences if a facility exists to accommodate and showcase these events. The conference center, featuring banquet/ballroom space and flexible meeting space, will fill this need. If the facility is located in Homer's developing Town Center, other area businesses would also benefit from the increased number of visitors attending meetings at the conference center.

A conference center will increase Homer's ability to compete with other communities in that important niche of the visitor industry, and will also provide a venue for meetings and cultural events hosted by local organizations, such as the Kachemak Bay Writers Conference and Shorebird Festival events.

In partnership with the Homer Chamber of Commerce, the City of Homer commissioned a conference center feasibility study completed in summer 2005. The study predicts moderate demand from outside groups for a conference center in Homer. The Conference Center Feasibility Study Steering Committee made a formal recommendation that the City support efforts to encourage the construction of a conference center in Homer's Town Center. In August 2005, the Homer City Council passed Resolution 05-86(A) which recommends further consideration and authorizes the City Manager to pursue ideas and discussions that will increase the likelihood of a conference center being built in Homer.

Cost: \$5 million Priority Level 3

Public Works Complex: The City of Homer Public Works complex on the Sterling Highway was constructed in phases from 1974-1986 (except for the recently completed large equipment storage shed). In 1980, Homer's population was 2,209. Since that time, the population has grown more than 150%, with a corresponding increase in roads, water/sewer lines, and other construction activity that requires employee and equipment time. The existing facility is no longer adequate to meet these needs and the problem will become more acute with continued growth.

A new Public Works complex will include the following:

- Increased office space to provide adequate room for employee work areas, files, supplies, and equipment storage
- Adequate space for Parks Division and Engineering staff and equipment
- A waiting area for the public, contractors, etc.
- A conference room that doesn't double as the employee break room
- A break room with adequate seating, storage, and locker space
- A laundry room
- A garage for the motor pool large enough to accommodate more than one or two projects at a time
- Improvements in ventilation throughout the facility and wiring for computer technology

Cost: Design—\$500,000 Construction—\$4,500,000 Priority Level 2

UTILITIES

Water Storage/Distribution Improvements Phase 4 - Spit Water Line: The existing Homer Spit water line is 40 years old and is constructed of 10-inch cast iron. In recent years it has experienced an increasing number of leaks due to corrosion. The condition has been aggravated by development on the Spit resulting in increased load from fill material on an already strained system. This project consists of slip lining approximately 1,500 linear feet of water main to the end of the Spit. Slip lining the Homer Spit waterline, versus replacing, will reduce cost while ensuring an uninterrupted water supply for public health, fire/life safety needs, and expanding economic activities on the Spit. Grant funds from the EPA allowed the City to complete project design in the fall of 2014.

Cost: \$400,000 Priority Level 3



Capital Improvement Long-Range Projects

Bridge Creek Watershed Acquisition: Currently, the Bridge Creek watershed is the sole source of water for Homer. To protect the watershed from development that could threaten the water supply and to ensure the availability of land for possible future expansion of water treatment operations within the watershed, the City seeks to acquire additional acreage and/or utilize conservation easements to restrict development that is incompatible with clean water.

Cost: \$1,000,000 Priority Level 3

Alternative Water Source: Currently Homer's sole water source is the Bridge Creek Reservoir. Population growth within the City, increased demands for city water from residents outside City limits, increasing numbers of tourists and summer residents, and climate change that has reduced surface water availability are all factors in the need for a new water source to augment the existing reservoir.

Cost: \$16,750,000 Priority Level 3

West Hill Water Transmission Main and Water Storage Tank: Currently, water from the Skyline treatment plant is delivered to Homer via two transmission mains. One main (12-inch) is located along East Hill Road and delivers water to the east side of town. The other (8-inch) runs directly down to the center of town. A third transmission main is needed to deliver water to the west side of town, provide water to the upper West Hill area, and provide backup support to the two existing transmission mains. A new water storage facility is also needed to meet the demands of a rapidly growing community.

The addition of a third water transmission main has been identified in comprehensive water planning documents for over 20 years.

Cost: Design—\$500,000 Construction—\$4.5 M Priority Level 2

STATE PROJECTS

Ocean Drive Reconstruction with Turn Lane: Ocean Drive, which is a segment of the Sterling Highway (a State road) connecting Lake Street with the Homer Spit Road, sees a great deal of traffic, particularly in the summer, and has become a source of concern for drivers, bicyclists, pedestrians, and tour bus operators. This project will improve traffic flow on Ocean Drive and reduce risks to drivers, bicyclists, and pedestrians by creating a center turn lane, providing well-marked crosswalks, and constructing a separated bike path. The project will also enhance the appearance of the Ocean Drive corridor by moving utilities underground and providing some landscaping and other amenities.

Currently, a bicycle lane runs on the south side of Ocean Drive. However, it is common for cars and trucks to use the bicycle lane to get around vehicles which have stopped in the east-bound traffic lane in order to make a left turn. Some frustrated drivers swing around at fairly high speeds, presenting a significant risk to bicyclists and pedestrians who may be using the bike lane. In recent years, the Homer Farmers Market has become a popular attraction on the south side of Ocean Drive during the summer season, contributing to traffic congestion in the area. In addition, Homer is seeing more cruise ship activity which also translates into more traffic on Ocean Drive. All of these factors have led to increased risk of accidents.

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Capital Improvement Appendices

**CITY OF HOMER
2019-2024 CAPITAL IMPROVEMENT PLANNING PROCESS
FY 2020 LEGISLATIVE REQUEST DEVELOPMENT SCHEDULE**

ACTION	TIME FRAME
City Council Approval of CIP Planning Schedule	April 23, 2018
Solicit new/revised project information from City Departments, local agencies and non-profits	April 30
Input for New Draft Requested By	June 1
Prepare and Distribute Draft CIP to City Advisory Groups for Review and Input:	Meeting dates:
Economic Development Advisory Commission	June 12, August 14
Planning Advisory Commission	June 20, July 18
Park, Arts, Recreation and Culture Advisory Commission	June 21, August 16
Port and Harbor Advisory Commission	June 27, July 25
Library Advisory Board	August 17
Administrative Review and Compilation	August 13- August 22
City Council Worksession to Review Proposed Projects	August 27
Introduction of Resolution on CIP/Legislative Request	September 10
Public Hearing on CIP/Legislative Request	September 10
Adoption of Resolution by City Council	September 24
Administration Forwards Requests for Governor’s Budget	September 28
Distribution of CIP and State Legislative Request	October 1
Compilation/Distribution of Federal Request	October 2018 & January 2019



Capital Improvement Appendices

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Council.**



Capital Improvement Appendices

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Capital Improvement Appendices

City of Homer Financing Assumptions: Capital Improvement Program

Implementation of the City of Homer Capital Improvement Plan requires utilization of various financing mechanisms. Financing mechanisms available to the City of Homer include:

- Federal grants or loans
- State grants or loans
- General obligation bonds
- Limited obligation bonds
- Revenue bonds
- Special assessment bonds
- Bank loans
- Pay as you go
- Private sector development agreements
- Property owner contributions
- Lease or lease–purchase agreements

The use of any of the financing mechanisms listed above must be based upon the financial capability of the City as well as the specific capital improvement project. In this regard, financing the CIP should take into consideration the following assumptions:

1. The property tax cap of six-mill (at which point sales tax goes away) precludes use of this revenue source for major capital improvements. Available revenue should be utilized to fund operation and maintenance activities.
2. The operating revenue of enterprise funds (Port & Harbor, Water & Sewer) will be limited and as such, currently only fund operation and maintenance activities.
3. The utilization of Federal and State grants will continue to be significant funding mechanisms. Grants will be pursued whenever possible.
4. The 1½ percent sales tax approved by voters of Homer for debt service and CIP projects is dedicated at ¾ percent to sewer treatment plant debt retirement, with the remaining balance to be used in water and sewer system improvement projects, and ¾ percent to the Homer Accelerated Roads and Trails (HART) Program for building, improving and maintaining Homer’s roads and trails. The annual budget will transfer a minimum of \$550,000 of the ¾ percent dedicated sales tax exclusively for road and trail capital improvements and construction. The HART Program will require property owner contributions of \$30 per front foot for road reconstruction, with an additional \$17 per front foot for paving.
5. The Accelerated Water and Sewer Program will only be considered if the fund has a debt service of 1.25 or greater.
6. The private sector will be encouraged to finance, construct, and operate certain nonessential capital improvements (e.g., overslope development).
7. The utilization of bonds will be determined on a project-by-project basis.
8. The lease and/or lease–purchase of capital improvements will be determined on a project-by-project basis.



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PROPOSED NEW PROJECT - DRAFT



Large Vessel Sling Lift, Phase 1

Project Description & Benefit: During the investigation conducted in 2014 by the Large Vessel Haulout Task Force, the Task Force quickly recognized a need to provide haulout services to all vessels that moor in the harbor. As a first step in filling this need, the Port & Harbor developed an airbag haul-out system on available tidelands within the harbor. This system has proved successful.

However, it works only for part of the fleet: large, flat-bottomed, shallow draft vessels. Much of the fleet in the harbor is not able to use this system because of the vessel's deep draft hull configuration. Lifts in local commercial yards are limited to 75 tons, which leaves out most limit seiners and larger boats such as crabbers and deeper draft work vessels.

A sling lift has been proposed as a possible haulout solution for vessels over 75 tons that are not currently being served in Homer. The lift, coupled with an on-site repair yard would provide these vessel owners the option to perform their annually required maintenance and repairs locally without having to travel, similar to how large shallow draft vessels currently utilize the airbag system. Haul outs ease the burden of travel for the vessel owners during the winter season and, as an added bonus, generate business to help sustain local marine trades.

The sling lift facility is proposed for the old chip pad to provide an on-site repair yard.

Plans & Progress: Project development will have two phases. The first phase will be a comprehensive study about how to best build and operate this new service at the Port of Homer. It will address if the proposed location is compatible, and include engineering and design options and a cost-benefit analysis. The study will also research options for operating this new service, providing an analysis of various ownership and operating models such as privately owned and operated with a lease to the Enterprise, a public private partnership, or alternatively, municipally owned and operated by the City using Enterprise employees. It will also work on regulatory requirements such as a Stormwater Pollution Prevention Plan (SWPPP) with the Alaska Department of Environmental Conservation.

Phase 2 will be acquisition of the sling lift and construction of the support infrastructure after considering the results of the phase one study.

Total Project Cost: \$65,000 (Phase 1)

Schedule: 2020

Priority Level: 1



An example of a sling lift and adjacent repair yard area.



Old Main Dock Removal and Disposal

Project Description & Benefit: This project will remove the old Main Dock from inside the Pioneer Dock facility and dispose of or salvage all associated materials. The old Main Dock was the original ocean dock in Homer, built in 1965 at the time of the first dredging for the Homer Harbor. When the Main dock was no longer safe to be used as a commercial pier in 2001, the City built the new Pioneer Dock around it, leaving the Main Dock in place.

The Main Dock has become a safety hazard and potential liability for the City. It has deteriorated to the point that it is unsafe even for an individual to walk on.

Plans & Progress: Identifying this project in the Capital Improvement Plan aids in the project's first step, which is to search and solicit sources of financial aid for the project. For instance, it is possible it would qualify under a State or Federal initiative for waterfront renewal or rehabilitation. Removal of the Main Dock can be achieved using a variety of heavy equipment and disposal methods that satisfy safety, environmental and building requirements.

Total Project Cost: Unknown. Methods for removal presented by interested contractors at a later date will help hone the scope of work and cost requirements for this project.

Priority Level: 3

Schedule: 2022



The former Main Dock in Homer's Port & Harbor is over fifty years old, defunct and deteriorated to the point that it is a hazard and a liability.

PROPOSED NEW PROJECT - DRAFT



Baycrest Overlook Gateway Improvements Phase 3

Project Description & Benefit: When you drive to Homer on the Sterling Highway, it is hard to resist pulling over at the Baycrest Hill Overlook, even if you have been there before. The overlook (constructed in the 1990's by visionaries at Alaska Department of Transportation and Public Facilities during a Sterling Highway reconstruction project) has become the primary entrance to Homer. The first experience of that Baycrest view is cited by many residents as the primary reason for deciding to settle in Homer.

Baycrest Overlook is one of three gateways into Homer and is part of Homer's Gateway Project, which entails enhancing visitor and resident experiences at the entrances to Homer.

Plans & Progress: The Gateway Project began in 2009 when a collaborative effort (involving the City of Homer, Alaska State Parks, National Park Service, Kachemak Research Reserve and U.S. Fish and Wildlife Service) created a beautiful diorama in Homer's airport terminal highlighting the wealth of public and private lands available to everyone who comes to Kachemak Bay.

In 2013, the City and State of Alaska DOT continued the focus on Homer's gateway sites by collaboratively producing the Baycrest Overlook Interpretive Plan which outlines three phases for improving the overlook. Many of the goals of the first two phases have been achieved, including making the site more welcoming, orienting visitors to the natural landscape and community, helping encourage commerce and allowing travelers a comfortable place to linger, rest and enjoy the spectacular setting.

This project requests that the State Department of Transportation complete Phase 3 of the Baycrest Overlook Interpretive Plan -- paving the parking lot near the Welcome to Homer sign and upgrading the restroom facility -- as part of the Sterling Highway Reconstruction project Anchor Point to Baycrest Hill.



Baycrest Overlook is often the first stop and introduction to Homer for many visitors.

PROPOSED NEW PROJECT - DRAFT



Sterling Highway Milepost 172 Drainage Improvements

Project Description & Benefit: The Baycrest Subdivision neighborhood (downslope from a beehive collector installed at milepost 172 on the Sterling Highway by the Alaska Department of Transportation (ADOT)) is built on sloping terrain of unconsolidated soils containing blue clay with a high water table and incidental springs. Properties in this subdivision experience unusually high levels of flooding, runoff and erosion.

Some Judy Rebecca Court properties in this neighborhood in particular have suffered damage due to water saturation including cracked windows and shifting foundations. The property damage is related to the amount of water in the soil and every effort needs to be extended to control the amount of water introduced into the soil, including water runoff from the Sterling Highway. These homes are located 750 linear feet distant and 125 feet vertical downslope from the beehive collector outfall. While certainly not all the problematic water is coming from the outfall, attention to drainage in the area is important to reduce the potential for slope failure and possible loss of property and life.

Water flow volume measurements from the beehive collector over time indicate that the outfall is directing a concentrated discharge of water onto the Baycrest neighborhood slope, adding to an already precarious water saturated soil condition. The City of Homer requests that ADOT divert the beehive collector outfall off the slope and into a natural drainage similar to the one that exists below the next Sterling Highway concrete encased cross-drain some 80 paces east of the Mt. Augustine Drive intersection with the Sterling Highway.

Keeping water off this slope where possible helps mitigate the potential for catastrophic slope failure; discharging the beehive collector outfall into a naturally occurring drainage mitigates the potential for impacting other area properties with the additional runoff.

Plans & Progress: At the request of affected home owners and Homer City Council members, a local retired geologist studied and provided mitigation recommendations to the City of Homer and ADOT. Additionally, Newton Bingham, a PE with ADOT evaluated the situation in November of 2017. In recognition of the potential hazard to property and life, Homer City Council passed Resolution 17-082 in September 2017 directing the Homer Advisory Planning Commission to consider a Natural Hazards Overlay District or other appropriate zoning regulation on and around Baycrest Subdivision. In line with an Alaska Administrative Order 175 under Order item 1 which states, "To the maximum extent possible consistent with existing law, all state agencies with construction ...shall encourage a broad and united effort to lessen the risk of flood and erosion losses in connection with State lands and installations and state-financed or supported improvements...", City Council passed Resolution 18-008 in January 2018 requesting ADOT fix Sterling Highway drainage effecting the Baycrest Subdivision. In February 2018, a group from Homer met with ADOT Deputy Commissioner Amanda Holland and telephonically with Central Region Director Dave Kemp about Homer's request.



Aerial photo of the area downslope of the outfall from a Sterling Highway beehive collector.

PROPOSED NEW PROJECT - DRAFT



Kachemak Heritage Land Trust Poopdeck Platt Trail

PROPOSED NEW PROJECT - DRAFT

Project Description & Benefit: Kachemak Heritage Land Trust (KHLT) owns the 3.47-acre Poopdeck Platt property at the end of Klondike in Homer. Over the years, KHLT has worked with the National Park Service Rivers, Trails, Conservation Assistance Program, architects, Alaska State Parks, the City, the Independent Living Center (ILC) and community members on a conceptual site plan for a community park and Americans with Disabilities Act (ADA) accessible trail on this property.

Most of the trail will be on KHLT land (KPB Parcel #17719234). Part of the trail will be situated on adjacent City of Homer land (KPB Parcel #17719231) though to minimize the crossing of delineated wetlands in the southern portion of the Poopdeck Platt property. An added advantage is to provide potential ADA connectivity between Pioneer Avenue and Bishop’s Beach. This project will benefit the Homer community by providing a universally accessible trail in the town center area, open to use by all people.

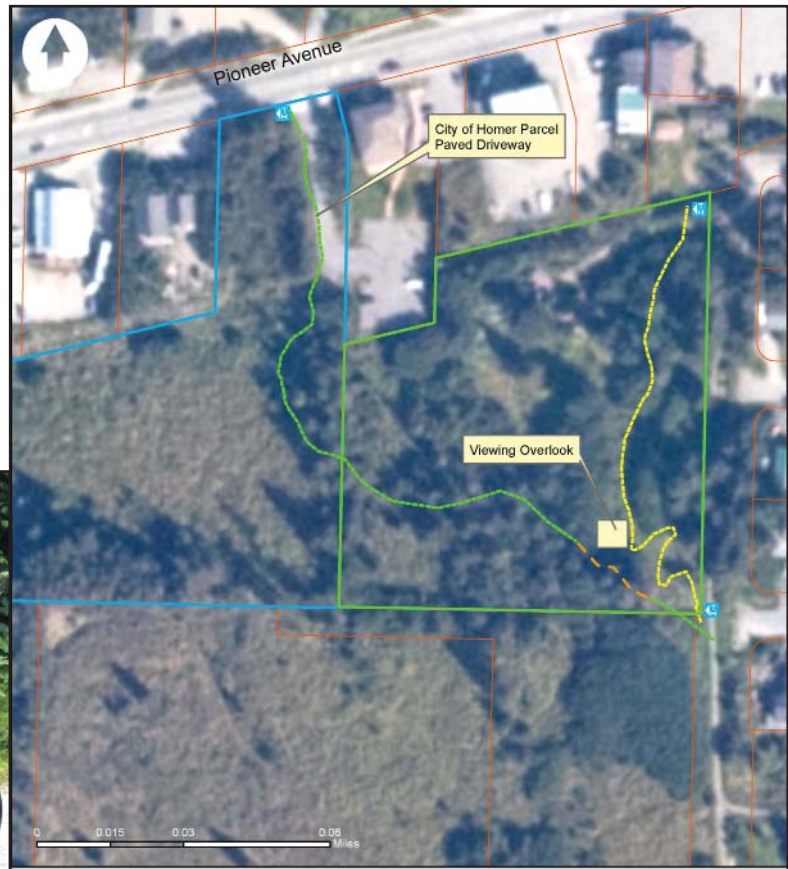
Plans & Progress: KHLT, working with a design consultant, completed the trail design and cost estimate in August 2018. Homer City Council expressed its support for the project by passing Resolution 18-29 and authorizing expenditure of up to \$5,200 from the Homer Accelerated Roads and Trails Program for trail design. Design has been completed with \$1200 funds donated by community businesses and individuals and \$4000 from the City of Homer. The next phase involves seeking funding for trail construction. Construction is anticipated for the summer of 2019.


Total Project Cost: \$60,000

Design: \$5,200
Construction: \$54,800



Community members and representatives of KHLT, the Homer Independent Living Center and City of Homer worked with Ptarmigan Ptrails consultant to design the Poopdeck Platt trail.





KACHEMAK HERITAGE LAND TRUST

315 Klondike Ave., Homer, AK 99603
(907) 235-5263, www.KachemakLandTrust.org

Poopdeck Trails
Designed 7/21/2018

TRAFFIC: State of Alaska, 4 P.P.T.S. 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 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ORDINANCE REFERENCE SHEET
2018 ORDINANCE
ORDINANCE 18-38

An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Title 2 to Repeal Homer City Code 2.32.020, and Enact Chapter 2.58 Entitled “Commissions and Boards” to Consolidate all General Provisions Regarding Boards and Commissions and to Provide for General Policies and Procedures for Boards and Commissions.

Sponsor: City Clerk.

1. Council Regular Meeting August 13, 2018 Introduction

Memorandum 18-091 from City Clerk as backup

2. Council Regular Meeting August 27, 2018 Public Hearing and Second Reading Postponed to September 10, 2018

Memorandum 18-091 from City Clerk as backup

3. Council Regular Meeting September 10, 2018 Public Hearing and Second Reading

Memorandum 18-091 from City Clerk as backup
Memorandum 18-102 from City Clerk as backup

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

City Clerk

3
4 **ORDINANCE 18-38**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
7 AMENDING HOMER CITY CODE TITLE 2 TO REPEAL HOMER CITY
8 CODE 2.32.020, AND ENACT CHAPTER 2.58 ENTITLED
9 “COMMISSIONS AND BOARDS” TO CONSOLIDATE ALL GENERAL
10 PROVISIONS REGARDING BOARDS AND COMMISSIONS AND TO
11 PROVIDE FOR GENERAL POLICIES AND PROCEDURES FOR
12 BOARDS AND COMMISSIONS
13

14 WHEREAS, It is in the City of Homer’s best interest to provide guidance regarding the
15 existence, purpose, and uniform procedures for boards and commissions created by Homer
16 City Council and the members appointed to serve upon them; and
17

18 WHEREAS, Currently, the Code has chapters procedures for the Parks, Art, Recreation,
19 and Culture Advisory Commission, the Port and Harbor Advisory Commission, Economic
20 Development Advisory Commission, and the Advisory Planning Commission, and the Library
21 Advisory Board is found in a separate section under 2.48 Public Library.
22

23 NOW, THEREFORE, The City of Homer Ordains:
24

25 Section 1. HCC 2.23 is amended to repeal HCC Section 2.32.020 as follows:
26

27 Chapter.2.32

28 DEPARTMENTS AND ~~DIRECTORS~~ ~~BOARDS~~

29 Sections:
30

31 2.32.010 Departments-Directors
32 ~~2.32.020~~ ~~Boards and commissions.~~
33 2.32.030 Designation and function of departments.
34 2.32.040 Departmental administrative fee schedule.
35
36
37

38 Section 2. Homer City Code is amended to enact Chapter 2.58 entitled “Commissions
39 and Boards” to read as follows:
40

41 Chapter.2.58
42 BOARDS AND COMMISSIONS

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Sections:

- 2.58.010 Boards and commissions.
- 2.58.020 Creation of City boards and commissions.
- 2.58.030 Applicability.
- 2.58.035 Commission and board member terms.
- 2.58.040 Commission and board bylaws.
- 2.58.050 Required procedures.

2.58.010 Boards and commissions.

City Council may create or abolish boards and commissions. Council shall create or abolish boards and commissions via ordinance. Council shall establish the number of members of each board or commission, their terms of office, and the purpose for which the board or commission is created via ordinance.

2.58.020 Creation of City boards and commissions.

The following commissions and boards have been created by City Council and are subject to this chapter unless otherwise provided in this title:

1. Library Advisory Board
2. Parks, Art, Recreation, and Culture Advisory Commission
3. Port and Harbor Advisory Commission
4. Advisory Planning Commission
5. Economic Development Advisory Commission

2.58.030 Applicability.

Except as otherwise provided within this Title, this chapter applies to all boards and commissions created by City Council which exercise powers vested in the City of Homer or which serve as an advisory body of the City. This chapter does not apply to standing committees, special committees, work groups or task forces which are created jointly with other governing bodies, City staff or which do not exercise powers vested in the City.

2.58.035 Commission and board member terms.

Appointment and removal of the members of boards and commissions shall be by recommendation of the Mayor and confirmation of such action by the Council,

84 except as may otherwise be specifically provided for in the statutes of the State of
85 Alaska and/or under other provisions of the Code. In addition to the voting members of
86 the board or commission the Mayor may appoint honorary members of the board or
87 commission, subject to confirmation by the Council. The honorary members' terms are
88 to be determined at the time of appointment. Honorary members of the board or
89 commission may participate in the deliberations of the board or commission, but may
90 not vote, nor shall they be counted in determining whether a quorum is present.

91
92 2.58.040 Commission and board bylaws.

93
94 (a) Except as otherwise provided in this Title, all boards and commissions
95 created by City Council shall draft and approve proposed bylaws governing
96 the operations of their respective areas of authority, subject to city attorney
97 review. Once approved by the board or commission, the proposed bylaws
98 shall be submitted to the Council for approval via resolution.

99
100 (b) Except as otherwise provided in this Title, the City Clerk shall file the bylaws
101 and the resolution approving them. The City Clerk shall make the bylaws
102 available to the public upon request.

103
104 (c) Except as otherwise provided in this Title, a commission or board may
105 amend its bylaws or City Council may amend a board's or commission's
106 bylaws as follows:

107
108 1. A commission or board may amend its bylaws with approval a majority
109 of voting members so long as notice of said proposed amendment is
110 given to each member in writing.

111
112 2. The proposed amendment shall be introduced at one meeting and
113 action shall be taken at the next Commission meeting.

114
115 3. The amendment shall be presented in the form of a Resolution by the
116 City Council and shall be forwarded to the City Council through the City
117 Clerk at the earliest possible date.

118
119 2.58.050 Required procedures.

120
121 Except as otherwise provided in this Title, bylaws for boards and commissions shall
122 contain:

- 124 (a) *Presiding officer.* The presiding officer of the board or commission shall be the
125 chairperson. In the chairperson's absence, the vice-chairperson shall be the
126 presiding officer. In all other circumstances, the most senior member shall preside.
127 The presiding officer shall preserve order and decorum at all meetings of the board
128 or commission, while promoting discussion by all members in deliberations.
129
- 130 (b) *Staff liaison.* The City Manager shall designate an employee to serve as a staff liaison
131 to each board or commission. The staff liaison shall assist the chairperson in setting
132 meetings, preparing agendas, and other documentary material, and coordinating
133 the acquisition of needed materials and training.
134
- 135 (c) *Recording clerk.* The city clerk shall designate a recording clerk to take minutes for
136 each board and commission and that designee shall serve as the board's or
137 commission's parliamentary advisory pursuant to AS 29.20.380(10) and assist the
138 chairperson with compliance with the commission's or board's bylaws.
139
- 140 (d) *Quorum.* Four commission or board members shall constitute a quorum of seven
141 members; and five commission or board members shall constitute a quorum of
142 eight members.
143
- 144 (e) *Voting.* Each member, including the chairperson, shall vote, and shall not abstain
145 from voting, unless such member claims a conflict of interest, in which event the
146 member shall be excused from voting. The member shall then state for the record
147 the basis for the abstention and complete a statement of potential conflict of
148 interest form.
149
- 150 1. Four affirmative vote of seven members and five affirmative votes of
151 eight members, are required to pass a motion.
152
 - 153 2. Voting will be by a roll call vote, the order to be rotated; or by unanimous
154 consent if no objection is expressed.
155
 - 156 3. Voting by proxy or absentee is prohibited.
157
- 158 (f) *Staff reports and recommendations.* The staff liaison shall submit reports and
159 recommendations for those agenda items requiring decisions or recommendations
160 by the board, commission or committee. Other staff having experience, education
161 and professional training in the subject matter may provide input into the reports
162 and recommendations, or may provide supplemental ones. The material submitted
163 may be oral, written or graphic, or some combination of all. The reports and
164 recommendations shall be accepted as evidence of record to the same extent as

165 oral testimony and exhibits accepted from applicants, opponents, persons who are
166 subjects of an inquiry, expert and lay witnesses, and members of the public who
167 provide information for the record of the proceedings.
168

169 (g) *Attendance.* Any commission or board member who misses three consecutive
170 regular meetings without being excused, or 30 percent of all meetings within a
171 calendar year, shall be removed from the board or commission. Any member, who
172 is unable to attend a meeting, whether regular or special, shall contact the City
173 Clerk, staff liaison, or chairperson as soon as possible for excusal.
174

175 (h) *Vacancies.* A commission or board member's appointment is vacated under the
176 following conditions:
177

- 178 1. A member fails to qualify to take office within 30 days after their appointment;
- 179
- 180 2. A member resigns;
- 181
- 182 3. A member is physically or mentally unable to perform the duties of the office;
- 183
- 184 4. A member is convicted of a felony or of an offence involving a violation of their
185 oath of office;
- 186
- 187 5. A member misses three consecutive regular meetings without being excused, or
188 30 percent of all meetings within a calendar year.
189

190 (i) *Rules of order.* Boards and Commissions shall abide by the current edition of
191 Robert's Rules of Order. If Robert's Rules of Order conflict with the board or
192 commission bylaws or other provisions of this Code, the bylaws and/or Code
193 provisions shall apply.
194

195 (j) *Training and model procedures.*
196

197 (1) Training sessions developed or arranged by the City Clerk and approved by the
198 City Manager shall be mandatory unless a member's absence is excused by the
199 chairperson.
200

201 (2) The City Manager and/or City Clerk, in their discretion and in consultation with
202 the City Attorney as needed, may develop model procedures to be used as a
203 guide for boards and commissions.
204

205 Section 3. This ordinance shall take effect upon its adoption by the Homer City Council.

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

City Clerk

3
4 **ORDINANCE 18-38(S)**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
7 AMENDING HOMER CITY CODE TITLE 2 TO REPEAL HOMER CITY
8 CODE 2.32.020, AND ENACT CHAPTER 2.58 ENTITLED
9 “COMMISSIONS AND BOARDS” TO CONSOLIDATE ALL GENERAL
10 PROVISIONS REGARDING BOARDS AND COMMISSIONS AND TO
11 PROVIDE FOR GENERAL POLICIES AND PROCEDURES FOR
12 BOARDS AND COMMISSIONS
13

14 WHEREAS, It is in the City of Homer’s best interest to ensure that Homer City Code
15 provisions governing City of Homer (“City”) boards and commissions are located in one title
16 and, to the extent appropriate, the policies and procedures governing these boards and
17 commissions are consolidated within the Homer City Code (“Code”); and
18

19 WHEREAS, The Code only addresses procedures for the Parks, Art, Recreation, and
20 Culture Advisory Commission, the Port and Harbor Advisory Commission, Economic
21 Development Advisory Commission, the Advisory Planning Commission, and the Library
22 Advisory Board, but does not provide procedures for other existing or future commissions or
23 boards.
24

25 NOW, THEREFORE, The City of Homer Ordains:
26

27 Section 1. Homer City Code 2.23 is amended to repeal HCC Section 2.32.020 as follows:
28

29 Chapter.2.32

30 DEPARTMENTS AND ~~DIRECTORS~~ ~~BOARDS~~
31

32 Sections:
33

- 34
35 2.32.010 Departments-Directors
36 ~~2.32.020~~ ~~Boards and commissions.~~
37 2.32.030 Designation and function of departments.
38 2.32.040 Departmental administrative fee schedule.
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40

41 Section 2. Homer City Code is amended to enact Chapter 2.58 entitled “Commissions
42 and Boards” to read as follows:

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Chapter.2.58
BOARDS AND COMMISSIONS

Sections:

- 2.58.010 Boards and commissions.
- 2.58.020 Creation of City boards and commissions.
- 2.58.030 Applicability.
- 2.58.035 Commission and board member terms.
- 2.58.040 Commission and board bylaws.
- 2.58.050 Required procedures.

2.58.010 Boards and commissions.

City Council may create or abolish boards and commissions. Council shall create or abolish boards and commissions via ordinance. Council shall establish the number of members of each board or commission, their terms of office, and the purpose for which the board or commission is created via ordinance.

2.58.020 Creation of City boards and commissions.

The following commissions and boards have been created by City Council and are subject to this chapter unless otherwise provided in this title:

1. Library Advisory Board
2. Parks, Art, Recreation, and Culture Advisory Commission
3. Port and Harbor Advisory Commission
4. Advisory Planning Commission
5. Economic Development Advisory Commission

2.58.030 Applicability.

Except as otherwise provided within this Title, this chapter applies to all boards and commissions created by City Council which exercise powers vested in the City or which serve as an advisory body of the City. This chapter does not apply to standing committees, special committees, work groups or task forces which are created jointly with other governing bodies, City staff or which do not exercise powers vested in the City.

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2.58.035 Commission and board member terms.

Appointment and removal of the members of City boards and commissions shall be by recommendation of the Mayor and confirmation of such action by the Council, except as specifically provided otherwise in the Alaska Statutes and/or under other provisions of the Code. In addition to the voting members of the board or commission, the Mayor may appoint honorary members of a board or commission, subject to confirmation by Council. The honorary members' terms are to be determined at the time of appointment. Honorary members of a board or commission may participate in the deliberations of the board or commission, but may not vote, nor shall they be counted in determining whether a quorum is present.

2.58.040 Commission and board bylaws.

- (a) Except as otherwise provided in this Title, all boards and commissions created by Council shall draft and approve proposed bylaws governing the operations of their respective areas of authority, subject to review by the City Attorney. Once approved by the board or commission, the proposed bylaws shall be submitted to Council for approval via resolution.
- (b) Except as otherwise provided in this Title, the City Clerk shall file the bylaws and the resolution approving them. The City Clerk shall make the bylaws available to the public upon request.
- (c) A commission or board may recommend an amendment to its bylaws to Council after considering any amendments at two separate meetings. Amendments to bylaws of any City commission or board shall be effective upon approval of the amendments by Council via resolution.

2.58.050 Required procedures.

Except as otherwise provided in this Title, bylaws for boards and commissions shall contain:

- (a) *Presiding officer.* The presiding officer of the board or commission shall be the chairperson. In the chairperson's absence, the vice-chairperson shall be the presiding officer. In all other circumstances, the most senior member shall preside. The presiding officer shall preserve order and decorum at all meetings of the board or commission, while promoting discussion by all members in deliberations unless otherwise prohibited by law.

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- (b) *Staff liaison.* The City Manager shall designate an employee to serve as a staff liaison to each board or commission. The staff liaison shall assist the chairperson in setting meetings, preparing agendas, and other documentary material, and coordinating the acquisition of needed materials and training.
- (c) *Recording clerk.* The city clerk shall designate a recording clerk to take minutes for each board and commission and that designee shall serve as the board's or commission's parliamentary advisory pursuant to AS 29.20.380(10) and assist the chairperson with compliance with the commission's or board's bylaws.
- (d) *Quorum.* Four commission or board members shall constitute a quorum of seven members; and five commission or board members shall constitute a quorum of eight members.
- (e) *Voting.* Each member, including the chairperson, shall vote, and shall not abstain from voting, unless such member claims a conflict of interest, in which event the member shall be excused from voting. The member shall then state for the record the basis for the abstention.
 - 1. Four affirmative votes of seven members and five affirmative votes of eight members, are required to pass a motion.
 - 2. Voting will be by a roll call vote, the order to be rotated; or by unanimous consent if no objection is expressed.
 - 3. Voting by proxy or absentee is prohibited.
- (f) *Staff reports and recommendations.* The staff liaison shall submit reports and recommendations for those agenda items requiring decisions or recommendations by any board or commission. Other staff having experience, education, and professional training in the subject matter may provide input into the reports and recommendations, or may provide supplemental ones. The material submitted may be oral, written or graphic, or some combination of all. Except as otherwise provided in this Code, the reports and recommendations shall be accepted as evidence of record to the same extent as oral testimony and exhibits accepted from applicants, opponents, persons who are subjects of an inquiry, expert and lay witnesses, and members of the public who provide information for the record of the proceedings.

165 (g) *Attendance.* Any commission or board member who misses three consecutive
166 regular meetings without being excused, or 30 percent of all meetings within a
167 calendar year, shall be removed from the board or commission. Any member, who
168 is unable to attend a meeting, whether regular or special, shall contact the City
169 Clerk, staff liaison, or chairperson as soon as possible for excusal.

170
171 (h) *Vacancies.* A commission or board member's appointment is vacated under the
172 following conditions:

- 173
174 1. A member fails to qualify to take office within 30 days after their appointment;
175
176 2. A member resigns;
177
178 3. A member is physically or mentally unable to perform the duties of the office;
179
180 4. A member is convicted of a felony or of an offence involving a violation of their
181 oath of office;
182
183 5. A member misses three consecutive regular meetings without being excused, or
184 30 percent of all meetings within a calendar year.

185
186 (i) *Rules of order.* Boards and Commissions shall abide by the current edition of
187 Robert's Rules of Order. If Robert's Rules of Order conflict with the board or
188 commission bylaws or other provisions of this Code, the bylaws and/or Code
189 provisions shall apply.

190
191 (j) *Training and model procedures.*

192
193 (1) Training sessions developed or arranged by the City Clerk and approved by the
194 City Manager shall be mandatory unless a member's absence is excused by the
195 chairperson.

196
197 (2) The City Manager and/or City Clerk, in their discretion and in consultation with
198 the City Attorney as needed, may develop model procedures to be used as a
199 guide for boards and commissions.

200
201 Section 3. This ordinance shall take effect upon its adoption by the Homer City Council.

202
203 Section 4. This ordinance is of a permanent and general character and shall be included
204 in the Homer City Code.

205

206 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this __ day of _____, 2018.

207

208

209

CITY OF HOMER

210

211

212

BRYAN ZAK, MAYOR

213

214

215 ATTEST:

216

217

218

219 MELISSA JACOBSEN, MMC, CITY CLERK

220

221

222 YES:

223 NO:

224 ABSTAIN:

225 ABSENT:

226

227 Introduction:

228 Public Hearing:

229 Second Reading:

230 Effective Date:

231

232

233 Reviewed and approved as to form:

234

235

236 Katie Koester, City Manager

Holly Wells, Attorney

237

238 Date: _____

Date: _____

239



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 18-102

TO: MAYOR ZAK AND HOMER CITY COUNCIL

FROM: MELISSA JACOBSEN, MMC, CITY CLERK

DATE: SEPTEMBER 5, 2018

SUBJECT: ORDINANCE 18-38 UNIFORM PROCEDURES FOR BOARDS AND COMMISSIONS

In working through the next steps included in Memorandum 18-091, the City Attorney recommended holding off on amending procedures already adopted by ordinance for existing Boards and Commissions after reviewing relevant laws. Further amendments would require reviewing each one separately and would have a different process for adoptions and amendments.

This Ordinance still achieves some of the primary goals of creating some uniformity and clarification of the basic process for Boards and Commissions.

The substitute ordinance includes some minor changes in wording and a bold underlined and strike-out copy can be included in the supplemental packet.



City of Homer

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Memorandum 18-091

TO: MAYOR ZAK AND HOMER CITY COUNCIL

THROUGH: KATIE KOESTER, CITY MANAGER

FROM: MELISSA JACOBSEN, MMC, CITY CLERK

DATE: AUGUST 7, 2018

SUBJECT: ORDINANCE 18-38 UNIFORM PROCEDURES FOR BOARDS AND COMMISSIONS

In May I was fortunate to be able to attend the International Institute of Municipal Clerks Annual Conference and participate in a session on Boards and Commissions. It sparked some interest in reviewing current processes related to the City's advisory bodies, addressing challenges related to recruiting new members, training, and consistency with the overall process for the groups.

Currently the boards and commissions have some rules established, but they aren't consistent among the groups, for example the attendance requirements differ, and there isn't clear instruction on the role of the staff member assigned to the groups.

This new code language outlines a basic uniform process for boards and commissions, it outlines the roles and responsibilities of staff members assigned to the groups, and addresses annual board and commission training.

Each Board and Commission will continue to have their own bylaws specific to their roles and responsibilities. Each group's bylaws will have to be amended and approved by resolution after the adoption of this ordinance.

Next Steps

While working with the City Manager and City Attorney on Ordinance 18-38 we discussed:

- Changing term expirations for boards and commissions to fall on the same date (still maintaining the staggered three year term where two to three terms expire each year). The goal of this change is to allow an opportunity to open and better advertise a filing period for board and commission seats in an effort to reduce the number of vacancies, and increase the opportunity for more people to become involved.
- Moving board and commission sections and chapters so they are included under one heading.

Due to the complexity in making these particular changes, that will come forward in a future ordinance unless Council chooses to postpone Ordinance 18-38 to a date certain to bring back a substitute ordinance to incorporate all the changes at one time.

ORDINANCE(S)

CITY MANAGER'S REPORT



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

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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: September 5, 2018
SUBJECT: September 10 City Manager Report

FEMA's Community Rating System (CRS)

Thanks to the Planning Office for gaining City recertification in the Community Rating System (CRS) program. Participation in this program requires the City to maintain and improve coastal floodplain management practices and gain recertification on a biannual basis. The City's efforts result in better floodplain management as well as a 10% discount on flood insurance rates for all property owners.

Airport Upgrades

The State of Alaska, Department of Transportation has received federal grant funding, \$5,600,000 to replace the existing airport maintenance equipment storage building at the Maintenance and Operations lot (along Kachemak Drive). The new building will house firefighting and snow removal equipment with construction starting in the spring of 2019.

In addition, the Homer Airport Chemical Storage building is a contingency project that will be advertised spring 2019, at the earliest. This building is in the same general area and will house de-icing chemical and mixing equipment. Most likely, construction will not begin on this project until at least 2020.

Emergency Management Training – Mark your Calendars!

The City of Homer is hosting a Texas A&M Engineering Extension Service (TEEX) course this February 21, 2019 called Senior Officials Workshop for All-Hazards Preparedness (MGT312). The class is a single day presentation lasting 6 hours.

We will be inviting key stakeholders both public and private for a strategic planning and review of the City's Emergency Operations Plan with regard to a summer event on the Homer Spit that would entail an evacuation. The goals of this class will include a tabletop exercise that will ensure integration of our emergency management team, businesses and elected officials for establishing roles and implementing plans during an event such as a tsunami.

This course provides a forum to discuss strategic and executive-level issues related to all-hazard disaster preparedness, to share proven strategies and best practices, and to enhance coordination among officials responsible for emergency response and recovery from a disaster. This workshop integrates a multimedia scenario and vignettes that highlight key issues and facilitates executive-level discussion of the United

States' National Strategy for Homeland Security. Additionally, the forum provides an opportunity to apply lessons learned from past local and national all-hazards disasters.

I will keep you updated as we work on planning this exercise. Per the TEEEX website, there are no prerequisites. However, they do recommend taking an online FEMA Introduction to the Incident Management System (ICS100) or the Introduction of the National Incident Management System (NIMS) 700 links below.

<https://training.fema.gov/is/courseoverview.aspx?code=IS-100.c>

<https://training.fema.gov/is/courseoverview.aspx?code=IS-700.b>

Council Retreat

I mentioned at the last City Council meeting that one of the many takeaways I had from the Alaska Municipal Manager Association Summer Meeting was the value of a Council retreat. In this instance, I use the R word cautiously as I want to make sure we size the experience right for our organization and time restraints. In that vein I would like to have a conversation with Council on the goals and objectives of a retreat (and whether or not we should do one!). In order for the time to be productive, as much planning and advance thought needs to be put in as possible. My main goal for a retreat, in addition to relationship building which is always positive, is to refine a mission statement for the City of Homer. We have a vision statement in the Comprehensive Plan, and mission statements for each of the departments, but no one overarching sentence that sums up the City of Homer that we call our mission statement. This has been brought to my attention as the Finance Department works to prepare the budget to the Government Officers Finance Association Standards, which requires a mission statement for the organization to be clearly stated in the budget document. However, I would be interested in hearing goals and objectives that you would like to see the Council come away with from some dedicated and focused time together.

Some items that to consider include:

Are we in? Is this a good use of precious Council and staff time?

Goals and Objectives: I will be happy if we walk away with a mission statement. Is that enough? Other items that have been recommended are strategic planning, prioritizing council goals for the upcoming year, and establishing what the City of Homer considers core services. Other retreat models put the emphasis on building trust and relationships.

Hire a Facilitator? Another key indicator of the success of a retreat is to have a facilitator that can ask the hard questions, help the group work through difficult situations and pay attention to group dynamics.

Who? It is crucial every member of Council is able to attend. I recommend management staff attend at least some of the meeting so they can understand the priorities and goals of Council.

Where? Off site in a neutral location that is large enough to accommodate Councilmembers, staff, and any public.

How long? My suggestion is to start small, 4 hours on a weekend morning, for example.

When? Timing the retreat in the late fall allows for Council to coalesce after the election and still gives time to introduce budget amendments if priorities that require funding become apparent. However, it is also the busiest time of year with the budget, fall conferences and new members getting up to speed. The retreat will only be as good as the advance planning and work that goes into it. Available Saturdays include:

October 27; November 3; December 8; January 5

If Council is interested in committing to a Council retreat, I would like to schedule a worksession in the near future to make sure you have input into the planning process and we make it a productive use of your time. At this point, both worksession dates in October (the 8th and 22nd) are open.

Alaska Municipal League Summer Meeting Trip Report

I had a productive trip to Denali Borough for the Alaska Municipal League Summer meeting. Councilmember Stroozas also attended the meeting as a representative from Homer. Not only are the summer meetings an excellent way to get to know more communities in Alaska, the intimate setting lets you really get to know your colleagues, take advantage of networking events, and engage in productive dialogue on the issues facing municipalities in Alaska today. Next year it will be close by – Soldotna, so no reason not to go!

The first full day of the conference was the Alaska Municipal Manager's Association, where I sit on the Executive Board as the Secretary/ Treasurer. This means I had a role in conference planning and couldn't just zone out in the back! We had about 30 participants –mostly managers and assistant managers from around Alaska, but a number of Council or Borough Assembly members attended as well as it is an open meeting and they were able to choose between the Mayors meeting and the Managers meeting for this first day of the conference. After introductions, we conducted a short business meeting where, among other business matters, I was appointed to serve on the planning committee for the International City Manager's Association Conference in Nashville next year. This is the main event for City Manager's and brings thousands of Manager's together under one roof – if you can imagine that! The planning meeting will be held in Nashville November 16-18. It is over the weekend and the Association will cover most of my travel costs.

This year the Association has put a real emphasis on professional development. We had three sessions in that regard: Building Employee Culture, Council Manager Relations and Using Technology to Enhance Citizen Engagement. I learned a couple of concrete things that Kodiak does to build employee culture include a 2.5% annual merit increase and an employee picnic. The City of Juneau presented on an employee engagement survey as a tool to measure culture in a workplace and be able to tell if changes specifically aimed at improving workforce morale are effective. I am interested in exploring the idea of an employee survey at the City as a way to get important employee feedback and it may be something I ask the employee committee to help with. First Break all the Rules: What the World's Greatest Managers Do Differently by Marcus Buckingham and Curt Coffman is a title recommended that I will be adding to my list. Retired California City Manager and Regional Vice President for the International City Manager's Association, Bruce Channing, presented on Council Manager Relations and was a wealth of tips on how to juggle multiple bosses and the demands on time and resources that represents. I was the moderator for the panel discussion on Using Technology to Enhance Citizen Engagement, which ended up focusing on the challenges of cyber security for municipalities with multiple municipalities who have been victims to recent ransom ware attacks in the State of Alaska in the audience. I will be following up with IT on an analysis of our system and mandatory trainings for employees as email is our most vulnerable entry point.

Day 2 the managers joined the councilmembers and mayors for a full 12 hour conference day. We started with an introduction to the new Executive Director of Alaska Municipal League, Nils Andreassen who formerly served as the ED for the Institute of the North, a think tank founded by Governor Walter J. Hickel to help guide Alaska in Arctic Policy. AML Lobbyist Ray Gillespe presented on legislative challenges that

municipalities will be facing in Juneau in 2019. These included the fiscal challenges the state faces and potential broad based taxes, the impact of shifting services and costs to local municipalities and the perennial game of defense on the Public Employees Retirement System (PERS). PERS and the State increasing the required contribution rate from employers looms as a very real threat for municipalities. Councilmember Stroozas has requested a worksession on this topic so Council has a better understanding of the history and vulnerabilities of PERS for our bottom line (see attached hand out for a PERS timeline). At this point, both worksession dates in October (the 8th and 22nd) are open.

The National League of Cities presented on federal legislative issues that affect cities across the nation. These include expanding broad band internet, the infrastructure bill many have been waiting for, the challenges of regulating drones for municipalities (do we want to allow 'hive' package delivery, for example) and the opioid epidemic. Office of Management and Budget Director Pat Pitney and Commerce Commissioner Mike Navarre gave an update on the State of Alaska budget, what has been done to fill the gap and what remains unfinished. After facilitated group discussions on a number of topics (I choose PERS), Senator John Coghill and cosponsor of Senate Bill 91 addressed the group regarding the goals and priorities of this legislation to reduce costs in our prison systems and address some grievous crimes with stricter penalties. Governor Walker joined Senator Coghill, Representative Grenn and the Alaska Fire Chief Association President Styers to sign SB 215 which provides a mechanism to identify exact location and charge a 911 surcharge for voice over IP (internet based) phone systems, which is primarily handled by the Kenai Peninsula Borough in our jurisdiction. The day ended with a lively and well run gubernatorial debate between Governor Walker and U.S. Senator Begich. Unfortunately the third candidate, State Senator Mike Dunlevy did not make the event.

As promised, wildlife sighting report: 7 brown bears, as many caribou, a wolf far off in the distance, a spruce hen and one angry moose outside the conference location. A tour of Denali National Park was donated for all conference attendees and I took an extra personal day to take advantage of the opportunity. It poured the whole time we were there and one thing we did not see was the Great One!

Alaska Municipal League is a great opportunity to share with and learn from other public officials. The next conference is November 14-16 in Anchorage (see conference registration flyer attached). Please let Melissa or I know if you are interested in attending so we can put you on the list for travel authorization.

Water and Sewer Sales Tax Billing Error

Water and sewer customers received a small gift from the City of Homer on their bill last month: sales tax was only calculated on the base meter fee instead of the entire bill. The error happened because the original file was uploaded incorrectly. When that mistake was caught and the file reloaded, the sales tax failed to recalculate. If you recall a similar error occurring over a year ago, you are correct. However, in that instance the mistake was due to a software glitch and our financial reporting software provided us with in person on-site training to compensate for the error. This one is on us and exposes human vulnerabilities in the system. I am working with the Finance Department to ensure standard operating procedures are in place to double check billing. Mistakes are human, but we can put in extra steps and procedures to find them whenever possible. Most importantly, I want to make sure employees feel comfortable coming to their supervisor as soon as they notice a mistake so we can problem solve as a team. It is far worse for you, as City Council to get blindsided by something you knew nothing about.

Money saved in homeland Security grant going to more radios.

The City of Homer received funding for a backup generator for the Port and Harbor Building. With that project complete and under budget, we have applied for and received the additional \$23,000 to purchase radios for the Homer Police Department. As you recall, radio replacement is a CIP priority that we keep chipping away at, mostly through FEMA Homeland Security grants. We had an application in for the radios that did not get fully funded this round, which made applying the excess in the generator grant easy and hassle free.

Tidal Monitoring Improvements by National Oceanic and Atmospheric Administration (NOAA)

Homer will be seeing the scientific benefits of two tidal monitoring projects being installed this fall. One will provide updated baseline data for our tidal adjustment published in the tide books and the second will provide real time water level monitoring. I break the two projects out below, as it is hard to keep two such similar projects separate.

Tide Book Baseline Data

The NOAA National Water Level Observing Network (NWLON) system is the program that provides the information published in the tide books. Currently in Kachemak bay, Seldovia is the local reporting station and was established way back when it was the only city in the bay. The NWLON stations are expensive to own and maintain and NOAA considers Kachemak Bay covered with the one site. If the City of Homer wants our own station there will be local costs to get it established and probably some sort of annual cost as well. A NOAA contractor installed a temporary system on the Pioneer dock that will gather data for the next 90 days that will be used to verify our adjustment that gets published in the actual tide book. The published correction has not been ground truth verified since 1979. There is no local cost for this effort.

Real Time Water Level Monitoring

This NOAA project is explained in greater detail in the attachment, but essentially it will provide a low cost way to inform tidal projections and engineering projects in the future. The exact location for the permanent installation is yet to be determined but it will be in the small boat harbor where there is access to electricity and connectivity for internet (possibly the Fish dock or ramp seven by the harbor office).

The main benefit of real time monitoring for Homer will be that overall accuracy of tidal predictions will improve over time due to the fact that we won't have to wait 39 years for the NOAA to update their baseline data. That information will be available in real time, managed and coordinated through AOOS, as public information. Anyone planning a project along in or around the bay will be able to plug in real up to date numbers to their engineering. Also the tidal corrections in the published tide books can be updated annually. Things are changing with water levels due to the rise in sea level and it is imperative to remove the guess work from just how much water levels are changing by using the latest in technology.

In the future, Port and Harbor Director Hawkins envisions the City installing this technology permanently at the Port and sharing the information will be public. Once the hardware is in place the data will be used for all the ongoing science and engineering projects. This will benefit the Large Vessel Port Expansion project and provide necessary information without the Army Corps having to set up their own system.

Enc:

September Employee Anniversaries

Letter of support for China Poot Trail grant

Conference Registration Packet for AML Annual Local Government Conference

PERS Timeline from AML titled "Attachment B"



City of Homer

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(f) 907-235-3148

Memorandum

TO: MAYOR ZAK AND CITY COUNCIL
FROM: Katie Koester
DATE: September 10, 2018
SUBJECT: September 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.

Aaron Glidden,	Port	14	Years
Holly Brennan,	Library	10	Years
Ryan Browning,	Police	8	Years
Mike Lowe,	Port	7	Years
Nick Poolos,	Admin	7	Years
Tracie Whitaker,	Police	4	Years
Lisa Linegar,	Police	3	Years
Mia Solomon,	Public Works	3	Years
Tamara Fletcher,	Port	2	Years
Terry Kadel,	Fire	1	Year



City of Homer

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(f) 907-235-3140

Darcy Harris
Alaska State Trail Program
550 W. 7th Ave. Suite 380
Anchorage AK 99501

September 11, 2018

Re: Support for the China Poot Lake Trail

Ms. Harris,

I am writing to express the City of Homer's support for the Alaska State Trail Program proposal/application submitted by The Homer Office, Kenai Area of Alaska State Parks for Kachemak Bay State Park.

The trails in Kachemak Bay State Park are highly valued by the people of Homer. In particular, the China Poot Lake Trail is very popular and helps to connect visitors and residents to the Public Use Cabins at China Poot Lake and Moose Valley. The goal for the 2019 project is to removed large tree stumps from beetle kill trees, repair or replace bridges, and brush along the trail corridor to improve drainage. These improvements will also improve access to the fishing opportunities in China Poot Lake and hiking adventures to China Poot Peak.

I encourage the approval of this application which will increase access to Kachemak Bay State Park. The Park draws visitors from across the state, country and world and facilitating access to the park is an important part of Homer's economy. Thank you for taking the time to consider this important project.

Sincerely,

Katie Koester
City Manager
907-435-3102

Conference Registration



ALASKA ★ MUNICIPAL ★ LEAGUE

**Annual Local Government Conference
November 12-16, 2018 | Anchorage**

The Hotel Captain Cook ~ Anchorage, AK

#AML2018

Hotel & Travel Information

Hotel

The Hotel Captain Cook
939 W. 5th Avenue
Anchorage, AK 99501
Phone: (907) 276-6000
Toll Free: 1-800-843-1950



RATE:** Single/Dbl: **\$105/night**

***does not include 12% occupancy tax*

To receive the conference rates above you must mention **AML2018** when registering.
Rates guaranteed until October 13, 2018.

Rental Cars

Hertz Rental Car is offering AML discounted rates during the Annual Conference. Call: **1-800-654-2240** or book online at Hertz.com Code: **CV# 022Q9166**
Please visit www.akml.org for a complete list of rates.

Airlines

Alaska Airlines: A 7% discount is available on all regular Alaska Airlines fares to Anchorage.

- Go online to www.alaskaair.com and use the discount code ECMZ882 when searching for flights or
- Call the Alaska Airlines Group Reservation Desk: **1-800-445-4435** and use the same code ECMZ882. A \$15.00 ticketing fee will apply for bookings made by calling Group Reservation Desk. Visit www.akml.org for details.



Alaska Municipal League

Newly Elected Officials

Building a solid leadership foundation begins with AML's Newly Elected Officials (NEO) Seminar. It is one of Alaska's most highly regarded training programs for local leaders. Officials who would like a refresher course and those who are newly elected to office are invited to attend.

The NEO Seminar takes place on Monday & Tuesday, November 12 & 13, starting at 9:00 a.m. A separate registration fee is required. A \$50 discount is offered for NEO participants who also attend the Local Government Conference.

Monday & Tuesday, Nov. 12 & 13, 2018

Newly Elected Officials (NEO) Training

- Roles and Responsibilities of Municipal Officials
- Budget and Governmental Accounting
- Lobbying
- Local Tax Policy in Alaska
- Open Meetings Act
- Quasi-Judicial Role and Ex Parte Contact
- Ethics and Conflicts of Interest
- Parliamentary Procedures and Conducting Effective Meetings

Annual Conference

This annual convening brings refreshing insight and perspectives, and helps AML develop priorities for the coming year that reflect the public interest.

Wednesday, Nov. 14, 2018

- All Day - Registration & Exhibits
- Opening Session
- Opening Day Luncheon & Keynote
- Day One Workshops I, II
- Welcome Reception

Thursday, Nov. 15 2018

- All Day - Registration & Exhibits
- Day Two Workshops III, IV, V, VI
- Day Two Luncheon
- AML President's Reception, ACoM Silent Auction & Presentations of Awards

Friday, Nov. 16, 2018

- Board of Directors Elections
- Annual Business Meeting
Adoption of Resolutions, Priorities & Position Statements

Renew - Refresh

2018 CONFERENCE REGISTRATION

Conference Fees

\$50.00 discount with joint Conference & NEO registration.

AML Member*

AML Conference ___\$300

Newly Elected

Officials (NEO) ___\$250

AML Conference &

NEO _____\$500

One Day Attendance:

Wednesday _____\$150

Thursday _____\$150

Friday _____\$100

After 10/12/18 _____\$50

TOTAL \$_____

AML Non-Member*

AML Conference ___\$400

Newly Elected

Officials (NEO) ___\$325

AML Conference &

NEO _____\$675

One Day Attendance:

Wednesday _____\$200

Thursday _____\$200

Friday _____\$150

After 10/12/18 _____\$50

TOTAL \$_____

ANY SPECIAL DIETARY NEEDS?

Cancellation Policy

Cancellations or changes must be made in writing and received by mail, email or fax no later than **Friday, October 26, 2018**. No refunds will be made for "no-shows" or cancellations after this date. "No-shows" will be billed for the full amount. AML cannot be responsible for cancellations due to weather. If you have any questions, please contact Betty Svensson at (907) 586-1325 or betty@akml.org.

**Member Rates apply to employees and local officials of member municipalities, and to AML Affiliate and Associate organizations including AMLIP members.*

Visit: WWW.AKML.ORG

To Register & Pay Online By Credit Card

Return Registration Form To:

MAIL: Alaska Municipal League
One Sealaska Plaza., Ste. 200,
Juneau, AK 99801

or FAX: (907) 463-5480

Delegate Information

(Please Copy and Attach Additional Forms for Multiple Attendees)

Delegate Name

Name to Appear on Badge

Municipality/Organization

Title

Preferred E-mail Address (contact reasons only)

Billing/Credit Card Information

Name & Title

Address

City, State, Zip

Telephone

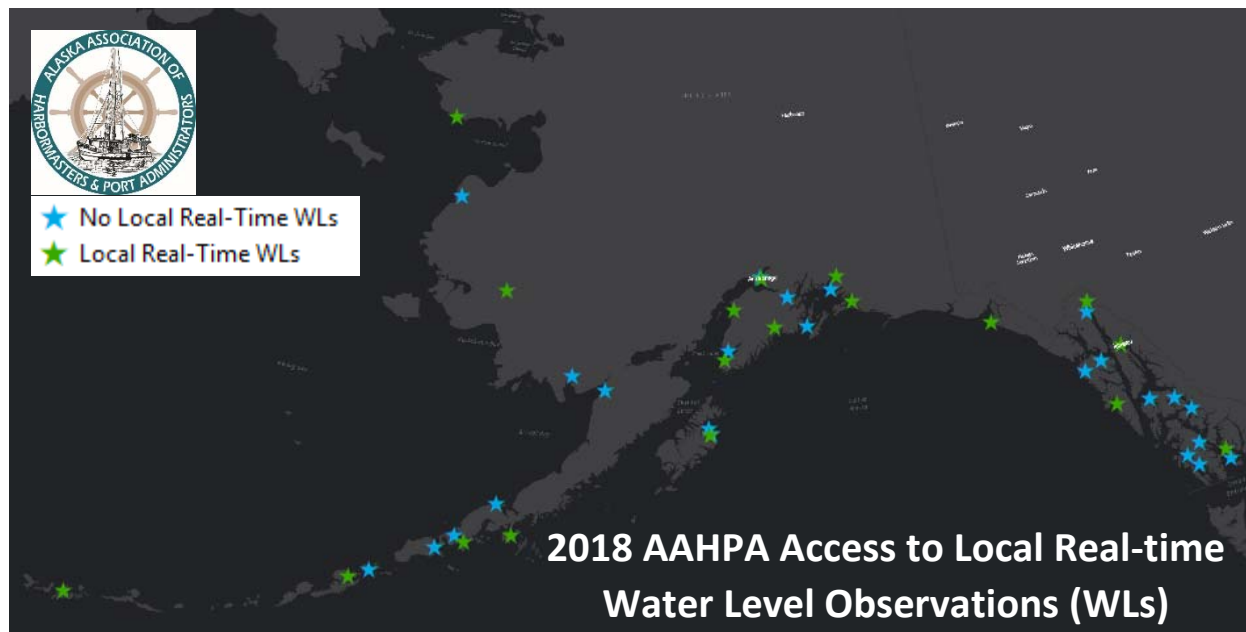
Card Number

Exp. Date: _____ CVC# _____

Proposed AAHPA Participation in Alaska Water Level Partnership

Statement of Need

Alaska’s ports and harbors are of significant economic importance to the State, with 90% of all goods entering the state via maritime transportation. However, less than half of the municipal ports and harbors that are part of the Alaska Association of Harbormasters and Port Administrators (AAHPA) have access to real-time water level observations within their boundaries through the existing National Water Level Observation Network (NWLON). These observational gaps limit public access to local water levels for planning and storm surge model verification, prevent real-time monitoring during tsunami warnings, and lead to increased costs associated with facility maintenance, engineering design and construction.



Alaska Water Level Partnership

The Alaska Ocean Observing System (AOOS) is working with NOAA’s Center for Operational Oceanographic Products and Services (CO-OPS) to augment the existing NWLON through partnership installations of low-cost sensors. By using the NWLON data model as an authoritative observational backbone, AOOS is able to provide comprehensive access to water level data from these partner owned and operated stations through a statewide data management system that parallels the CO-OPS website (tidesandcurrents.noaa.gov); is consistent and compatible with downstream tools, such as local tide tables; and serves as a pilot project for advancing nationwide CO-OPS coordination with the US Integrated Ocean Observing System (IOOS; ioos.noaa.gov) on external source data.

AAHPA Benefits

Additional coastal water level observations in Alaska will support improved tide predictions statewide and enhanced water level forecasting. Flexible instrumentation options allow for local requirements to drive sensor placement and operation. Participation in a statewide network will make observations accessible to everyone in a consistent format, and AOOS management of the data relieves extra data management at the local level. This novel collaborative approach illustrates the proactive nature of Alaska’s maritime community, serves as a model for similar efforts nationwide, and helps to educate the public about AAHPA through outreach associated with this expanded network.



Memorandum

TO: Mayor and Councilmembers
FROM: Councilmember Stroozas
DATE: September 3, 2018
SUBJECT: Alaska Municipal League Conference, Aug. 22 & 23, 2018

As an attendee of the recent AML Conference of Mayors & Legislative Conference in Denali (Healy), I offer this brief executive summary regarding the various topics and discussions of this two-day conference of Alaska municipal officials.

Wednesday, August 22 – Alaska Conference of Mayors

- **Increasing Effectiveness of ACoM** – this session provided a good overview of the current activities and how to improve the impact that the organization brings to the table; i.e.
 - Establishing additional dialogue with the Governor’s office.
 - Helping more communities establishing opioid taskforces. Wasilla and Kodiak can serve as valuable resources. A strong discussion regarding the problems and issues involved with opioid addictions in our communities and how communities may take action to replicate the programs that have helped Alaskans break the addiction cycle through a supportive local system of care.
 - Replicating “Best Practices” to maximize efficiencies and minimize costs.
- **Hot Issues Affecting our Communities**
 - Online sales taxes and the potential loss to Alaska and local taxing communities. This topic will be placed on the Nov conference agenda;
 - PERS reform;
 - Sea otter population impact on fishing suggests that policy changes are needed. AML will look into developing a “coastal caucus”.
 - “Stand for Salmon” ballot initiative. It was decided to be too controversial to for ACoM to take a specific stand.
 - Lack of Revenue Sharing (community assistance) from State due to budget constraints. Village sanitation projects have been impacted.
 - Private well contamination due to local use of fire retardant foams at airports.
 - Public Safety issues due to Trooper reductions.
 - Unfunded mandates and impacts to communities.
 - Cyber Attacks – Mat Su and Valdez have had significant expenses.

Thursday, August 23 – AML Legislative Conference

- **Legislative Review** – AML Lobbyist, Ray Gillespie, gave a summary of some last legislative session outcomes;’
 - Work continues on a bill to restore the “community assistance” program
 - PERS reform is needed due to current unfunded liability of ~\$5 billion.
 - Lobbying challenges include the education of NEW legislators;
 - Local control, i.e. Title 4 proposed changes;
 - Senior exemptions;
 - Unfunded mandates;
- **Legislative Issues** – included a discussion of potential 2019 items and the perennial challenges that go with them
 - Marine Highway System has a need to standardize the fleet. The replacement for the Tustumena will soon be underway with the RFP. Replacement is expected to be ~\$50 million
 - Airport Improvement Project(s) are currently slated for Anchorage and Fairbanks. I discussed Homer’s airport with Mark Luiken, Alaska DOT Commissioner, regarding opportunities for direct seasonal air service from Seattle. He cited Ketchikan as a good model for us to look at.
 - Review of State budget planning.
- **Federal Policy Update**
 - Brittney Kohler, National League of Cities, presented a brief about opioid issues and cities & drones;
 - Nils Andreassen, new AML Executive Director, briefed us on Federal position statements from the National Association of Counties. Topics ranged from Agriculture & Rural Affairs, Workforce Development, Transportation and many others.
- **Alaska Budget & PFD Issues** – Mike Navarre, Commissioner Econ Development and Pat Pitney, Office of the Governor discussed budget funding mechanisms and how the PFD fund works in that process.
- **Legislative Issues Discussion** – attendees worked in small groups to discuss concerns regarding fishing, minerals, clean water, fiscal policy, public safety, economic development, unfunded mandates, PERS-TERS reform and transportation. Outcomes were then presented in plenary with results incorporated into AML position statements.
- **SB 215 Bill Signing** – Governor Walker performed a photo op bill signing. The bill deals with municipal multi-line telephone systems for emergency services and allows a caller to call 911 by dialing 911 directly without an additional code, digit, prefix, postfix, or trunk-access code;

The conference ended with a gubernatorial dialogue that was attended by Gov. Walker and Sen Mark Begich. Questions were formulated during a conference segment and included questions from local high school students. Candidate Mike Dunleavy was not able to attend.

- end of report -

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COMMITTEE REPORTS

PENDING BUSINESS

NEW BUSINESS

RESOLUTIONS

COMMENTS OF THE AUDIENCE
COMMENTS OF THE CITY ATTORNEY
COMMENTS OF THE CITY CLERK
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ADJOURNMENT

