



Homer City Hall
491 E. Pioneer Avenue
Homer, Alaska 99603
www.cityofhomer-ak.gov

City of Homer
Agenda
City Council Regular Meeting
Monday, April 22, 2019 at 6:00 PM
Cowles Council Chambers

CALL TO ORDER, 6:00 P.M.

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

MAYORAL PROCLAMATIONS AND RECOGNITIONS

- a. Recognition of Ann Dixon

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

RECONSIDERATION

CONSENT AGENDA

(Items listed below will be enacted by one motion. If a 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 Special and Regular Meeting Minutes of April 8, 2019. City Clerk. Recommend adoption.
- b. **Memorandum 19-045** from City Clerk Re: Vacate the 30' Wide Public Access Easement Adjoining the North Boundary of Tract A, A.A. Mattox 1958 Addn, Plat HM 3746. KPB File 2019-026V. Recommend approval.
- c. **Ordinance 19-16**, An Ordinance of the City Council of Homer, Alaska, Amending HCC Chapter 5.06, Nuclear Free Homer, to Update and Reflect Current Practices and Terminology. Erickson. Recommended dates Introduction April 22, 2019, Public Hearing and Second Reading May 13, 2019.
- d. **Ordinance 19-17**, An Ordinance of the City Council of Homer, Alaska, Amending the 2019 Capital Budget by Appropriating Funds in the Amount of \$40,000 from the Port and Harbor Reserves Fund for a Consultation Contract that Evaluates Options and Lists Recommendations for Optimizing and Upgrading the Ice Plant. Recommended dates Introduction April 22, 2019 Public Hearing and Second Reading May 13, 2019

- e. **Ordinance 19-18**, An Ordinance of the City Council of Homer, Alaska, Amending the 2019 Capital Budget to Appropriate Funds in the Amount of \$229,452 from the City Hall Reserve Account for the City Hall Roof Replacement Project. Recommended dates Introduction April 22, 2019, Public Hearing and Second Reading May 13, 2019.
- f. **Resolution 19-023**, A Resolution of the City Council of Homer, Alaska, Supporting Revisions to Homer City Code Chapter 3.05, Budget that Codify a Biennial Budget. Mayor. Recommend adoption.
- g. **Resolution 19-024**, A Resolution of the Homer City Council Approving the Americans with Disabilities Act Transition Plan for City of Homer Facilities. Aderhold. Recommend adoption.

VISITORS

- a. Southern Kenai Peninsula Opioid Task Force (10 minutes)
- b. Homer Foundation Annual Report (10 minutes)
- c. Sprout/Week of the Young Child – Red Asslin (10 minutes)

ANNOUNCEMENTS / PRESENTATIONS / REPORTS

(5 Minute limit per report)

- a. Committee of the Whole Report
- b. Worksession Report
- d. Mayor's Report
 - i. Letter from Mayor to Dave Kemp, Regional Director DOT-PF
 - ii. Letter to Emblem Club
 - Municipal Clerks Week May 5-11
 - Public Service Recognition Week May 5-11
 - International Firefighters Day May 4
- e. Borough Report
- f. Library Advisory Board
- g. Homer Advisory Planning Commission
- h. Economic Development Advisory Commission
- i. Parks Art Recreation and Culture Advisory Commission

- j. Port and Harbor Advisory Commission
- k. Americans with Disabilities Act Compliance Committee

PUBLIC HEARING(S)

- a. **Ordinance 19-15**, An Ordinance of the City Council of Homer, Alaska Amending the 2019 Capital Budget to Appropriate funds in the Amount of \$1,697,865 from the Police Station Project Account for Project Management, Design Support, Early Site Civil Construction and Land Purchase Repayment Associated with the New Homer Police Station Project. City Manager/Public Works Director. Introduction April 8, 2019 Public Hearing and Second Reading April 22, 2019.

ORDINANCE(S)

- a. **Ordinance 19-19**, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Title 14.08, "Water Rules and Regulations" to add HCC 14.08.015, "Water Service Area" and Prohibiting the City from Providing Water Service Outside the City of Homer Unless Authorized by Ordinance or Required by Law and Requiring the Adoption of Extraterritorial Public Utility Agreements by Resolution. Aderhold. Introduction April 22, 2019, Public Hearing and Second Reading May 13, 2019.

CITY MANAGER'S REPORT

- a. City Manager's Report
- b. Bid Report (information only)

CITY ATTORNEY REPORT

COMMITTEE REPORT

PENDING BUSINESS

NEW BUSINESS

- a. **Memorandum 19-046** from Councilmember Aderhold Re: City Council Retreat Planning.

RESOLUTIONS

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY ATTORNEY

COMMENTS OF THE CITY CLERK

COMMENTS OF THE CITY MANAGER

COMMENTS OF THE MAYOR

COMMENTS OF THE CITY COUNCIL

ADJOURNMENT

Next Regular Meeting is Monday, May 13, 2019 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.

**CITY OF HOMER
HOMER, ALASKA
IN APPRECIATION AND RECOGNITION**

Ann Dixon

Your eight-year tenure as director of the Homer Public Library has been a model of excellence achieved through the curation of an outstanding library collection, the hiring of an incomparable library staff, and the promotions of unique programs that make our community library one of the best in Alaska (if not the nation.)

Your quiet leadership has drawn from the talent of the professional staff, the fervor of organized volunteers, and the wisdom of community members to inspire programs that feed the curiosity of our citizens and the discovery and sharing of ideas and talents.

So now I, Caroline Venuti, on behalf of the City Council of Homer, join Mayor Ken Castner, the members of the Library Advisory Board, and the Friends of the Homer Public Library in expressing our heartfelt admiration and appreciation. We wish you all the best, including the reading of many good books, in your retirement.

Caroline Venuti, Homer City Council

Ken Castner, Mayor

Marcia Kuszmaul, Chair,
Homer Library Advisory Board

Suzanne Haines, President,
Friends of the Homer Public Library

Melissa Jacobsen, Homer City Clerk

Session 19-10 a Special Meeting of the Homer City Council was called to order on April 8, 2019 by Mayor Ken Castner at 4:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COUNCILMEMBERS: ADERHOLD, ERICKSON, LORD, SMITH, STROOZAS, VENUTI

STAFF: CITY MANAGER KOESTER
CITY CLERK JACOBSEN
CITY ATTORNEY WELLS
CITY ATTORNEY MCKENNA

AGENDA APPROVAL

The following changes were made: **NEW BUSINESS Memorandum 19-040** from City Clerk Re: Request for Executive Session Pursuant to AS §44.62.310(a-c)(1 & 5) Matters, the Immediate Knowledge of Which Would Clearly Have an Adverse Effect Upon the Finances of the Government Unit and Attorney Client Privilege. (Enstar Tariff filing TA-310-4 and RCA order U-19-014 suspending the filing and inviting the Attorney General to intervene.) Letter from Mayor Castner to KBP Mayor Pierce and response from James Baisden, Chief of Staff; Draft KPB Ordinance Re: Enstar RCA Tariff Intervene.

Mayor Castner asked for a motion for the approval of the agenda as amended.

ERICKSON/VENUTI SO MOVED

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

NEW BUSINESS

- A. Memorandum 19-040** from City Clerk Re: Executive Session Pursuant to AS §44.62.310(a-c)(1 & 5) Matters, the Immediate Knowledge of Which Would Clearly Have an Adverse Effect Upon the Finances of the Government Unit and Attorney Client Privilege. (Enstar Tariff filing TA-310-4 and RCA order U-19-014 suspending the filing and inviting the Attorney General to intervene.)

Mayor Castner asked for a motion to approve the recommendation of Memorandum 19-040.

ERICKSON/VENUTI SO MOVED

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Council adjourned to executive session with the City Manager and City Attorneys at 4:03 p.m.

Mayor Castner reconvened the meeting at 4:44 p.m.

Councilmember Smith reported Council discussed Enstar Tariff filing TA-310-4 and RCA order U-19-014 suspending the filing and inviting the Attorney General to intervene, and gave direction to the City Attorney for the City of Homer to intervene as a party in U-19-014. Further direction was given to continue the work with Kacheamk City and Kenai Peninsula Borough to collaborate on representation of the interest of the rate payers of the Southern Kenai Peninsula before the RCA in this matter.

COMMENTS OF THE AUDIENCE

ADJOURN

There being no further business to come before Council Mayor Castner adjourned the meeting at 4:45 p.m. Next Regular Meeting is Monday, April 22, 2019 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.

Melissa Jacobsen, MMC, City Clerk

Approved: _____

Session 19-11 a Regular Meeting of the Homer City Council was called to order on April 8, 2019 by Mayor Ken Castner at 6:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

PRESENT: COUNCILMEMBERS: ADERHOLD, ERICKSON, LORD, SMITH, STROOZAS, VENUTI

STAFF: CITY MANAGER KOESTER
CITY CLERK JACOBSEN
PUBLIC WORKS DIRECTOR MEYER
PORT DIRECTOR HAWKINS
CITY ATTORNEY WELLS
CITY ATTORNEY MCKENNA

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

The following changes were made: **Reconsideration Ordinance 19-09(S)**, An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating a \$100,000 Service Extension Fees and Authorizing the Extension of City of Homer Water Services to Lot 2B, Puffin Acres Milepost 3, East End Road in Kachemak City. Mayor/Smith. Introduction February 11, 2019, Public Hearing February 25, 2019, Postponed to March 11 and March 26, 2019. *(Notice to Rescind issued by Aderhold)*; Written public comment, Kachemak City Code Title 6 – Public Utilities., Alaska Statutes 29.35.020 – Extraterritorial jurisdiction., Robert’s Rules of Order 11th Edition §35. Rescind; Amend Something Previously Adopted.

City Manager’s Report

Memorandum from City Manager Re: Bond Update and Final Terms (provided as a laydown)

LORD/VENUTI MOVED TO APPROVE THE AGENDA AS AMENDED.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

MAYORAL PROCLAMATIONS AND RECOGNITIONS

- A. National Library Week April 7-13
- B. National Library Workers Day, April 9
- C. Celebration of Lifelong Learning, April 13

Mayor Castner announced the three items, noting that this year's Lifelong Learners are Flo Larson and Theo Castellani. He also reported that Sister City Teshio's Mayor Asda passed after battling Leukemia.

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

Ron Keffer, city resident, commend in support of rescinding Ordinance 19-09(S). He cited several reasons including the letter from Kachemak City Mayor Overway that Mayor Castner did not provide to Council at the last meeting, the letter sent by the Mayor in response, and concerns on the precedent of approving this ordinance.

Taz Tally, nonresident, commented in support of rescinding Ordinance 19-09(S). He is a resident of Kachemak City and thinks it's premature to move forward with the water extension project in its current form. He shared an experience of Kachemak City's endeavor into assuming the duties and responsibilities of maintaining their road system. After researching what would be involved and holding a referendum and the community voted against it. He encouraged this Council to use more due diligence as is needed when making infrastructure decisions.

Larry Slone, city resident, commented in opposition of rescinding Ordinance 19-09(S). He thinks this is a turf fight between two entities, with the argument being whether the process was completed properly or not versus the practicality of what they need.

Steve Gibson, city resident, commented he favors getting water to Kachemak City, but not with a Mayoral negotiation that is then franked by Council and could be changed for every property holder. He thinks this is getting the City into trouble, if they aren't consistent in the process.

Scott Adams, city resident, commented in opposition to rescinding Ordinance 19-09(S). Part of the annexation policy was because water was going outside city limits. The line goes past the properties and they pay a share for the line and they should be able to use the water. He supports setting the \$100,000 aside and making an agreement that works. He'd rather see that happen than dumping the water into the bay.

Mike Arno, business owner in Kachemak City and in Homer, shared his concern with one business being allowed to have water in Kachemak City and not another. His business fronts the water line and when he applied for water was told he couldn't unless he annexed into the city. But if he had an extra \$100,000 then he could have? If this is allowed to go, he'll have his application for water, and the City will have to tell him why he can't have it. He questioned how the dollar amount was determined, and said if it went to court he expects it would be determined the City accepted a bribe for someone else to have water.

Francie Roberts, city resident, commented in support to rescinding Ordinance 19-09(S). The Council didn't receive all the information at the last meeting and they can't make good decisions without all the information. Allowing businesses outside city limits to hook up to

water would negatively impact revenue to the city because others would develop out there. She commented that in the letters it seems there's more going on than what the ordinance addresses, and she's concerned about the capacity of our reservoir.

Jack Cushing, city resident and former Mayor, comment regarding the inequity of providing water service to a business outside the city versus inside the city. Businesses outside are collecting different property and sales tax, and have different zoning requirements. He agrees with most of the comments tonight. He noted Kachemak City hasn't paid any money toward the water line, and shared some history of how the line was funded. He expressed concern that there isn't a clear indication of what the \$100,000 fee is, there are a number of things collected from a new user on a line. He thinks they need to stand down the issue and get a policy together before proceeding.

RECONSIDERATION

- A. **Ordinance 19-09(S)**, An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating a \$100,000 Service Extension Fees and Authorizing the Extension of City of Homer Water Services to Lot 2B, Puffin Acres Milepost 3, East End Road in Kachemak City. Mayor/Smith. Introduction February 11, 2019, Public Hearing February 25, 2019, Postponed to March 11 and March 26, 2019. *(Notice to Rescind issued by Aderhold)*

ADERHOLD/LORD IN ACCORDANCE WITH THE NOTICE GIVEN ON THE PUBLISHED AGENDA MOVED TO RESCIND ORDINANCE 19-09(S) ACCEPTING AND APPROPRIATING A \$100,000 SERVICE EXTENSION FEE AND AUTHORIZING THE EXTENSION OF CITY OF HOMER WATER SERVICES TO LOT 2B, PUFFIN ACRES MILEPOST 3, EAST END ROAD IN KACHEMAK CITY.

Councilmember Aderhold first noted the process that if the motion to rescind passes she will work with the City Manager and administration to come back to the next meeting with an ordinance to clarify Homer's policy regarding water connections outside city limits and lay out a framework for evaluating changing the policy in coordination with Kachemak City. She basically supports the project, but she's not willing to go against Kachemak City, their code, State Statute, and Homer policy to get there. She cited Kachemak City Code's reference that properties should be treated fairly and equitably, and state statutes requirement that an ordinance is needed from Kachemak City for us to be able extend utilities services to their jurisdiction. She believes the decision made at the last meeting is the equivalent of spot zoning, done in someone else's jurisdiction, and it disregards the idea of fairness and equitability, something Council worked diligently toward with the revision of the lease policies last year. Ms. Aderhold expressed the following reasons to rescind Ordinance 19-09,

- The ordinance potentially violates State Statutes;
- The belated receipt of a letter from Kachemak City addressed to the City of Homer that stated their Council's position that all 16 properties that front the East Road water main be treated fairly and equitably and that we work with their Council on a process to allow properties to connect;

- The letter applies to the property in this ordinance;
- Our Mayor knowingly withheld the letter at our last meeting and his statements at the meeting implied no letter existed;
- HCC 1.18.030(a) states City Officials shall not knowingly make false statements to influence an official action, and (h) addresses Inappropriate use of Office to unduly influence the decisions of others;
- The Mayor used City of Homer letterhead to coerce the governing body of Kachemak City to do what he wanted them to do, and they provided a letter of non-objection to the ordinance included in the packet, which she feels is an inappropriate use of City letterhead and the Office of the Mayor.

Councilmember Aderhold added the ends don't justify the means. In this case the ends are providing water to a project that will clearly benefit from it and the means included ignoring our policy and Kachemak City Code, rejecting a letter from Kachemak City outlining process for fairly and equitably treating all 16 properties that front the main, withholding information from City Council, and strong arming the Kachemak City governing body. We have an opportunity to make this right by rescinding this ordinance.

Councilmember Smith commented Kachemak City Code also states no water connection or extension shall be installed unless... so that stuff will yet be resolved. State statutes refers to "before a power authorized by the subsection maybe exercised inside the boundaries of another municipality, the approval of the other municipality must be given by ordinance", and that can still be done. He thinks the malfeasance brought forward is out of order and it's just her interpretation of what's happened. What we've done is legal, it may not be appreciated by some, and the idea we can continue to mull over defeat and find other was to object, he thinks, is just bad form.

Councilmember Lord noted she's made her points clear throughout the conversations on this ordinance, and she fully supports the motion to rescind, not based on mulling over defeat, but based on the fact that information was withheld from them. They can have different opinions on how we do things and on policy, but Council represents the City of Homer and its people and the only way we're going to be trusted as a body and public institution is if we are working with full transparency. That letter was addressed to the City of Homer and is a matter of public record. She was concerned by the Mayor's action to vote, not the vote itself as she'll continue to lose on policy matters, that's part of how it works. She thinks this decision will pull them down a deep hole, Mr. Arno spoke to her concerns pretty thoroughly, which are process based and legal issues she's concerned about. Her support to rescind has almost nothing to do with her policy feelings on the matter, but with what she believes is most important if we are to be respected as a body and have transparency and working in good faith with one another. In so far as our Mayor is going to act as a member of the body, which she believes is appropriate, we have to come up with a way that we institute trust and integrity in how we deal with one another. The degree to which any Mayor is dealing with business negotiations that are generally under the purview of the City Manager, she emphasized the importance of having

trust and integrity interwoven into what we do. Rescinding this is an important step to moving forward productively and positively to try to get this right.

Councilmember Venuti commented she supports the motion to rescind based on the Mayor's vagueness at the last meeting regarding the letter and then finding out there was a letter. Her other concern is why East End Partners, LLC hasn't been in on this, but the Mayor seems to be the spokesperson. She likes to believe when the Mayor speaks he's going to share his intent, and she was surprised by the Mayor's vote. She appreciates the public who commented and that the letters were included in the packet, and thinks the correct way forward is to rescind this and have discussion with all the parties involved so we're all on a level playing field.

Councilmember Stroozas said he thinks everyone knows how he feels about stranded infrastructure, and this is an opportunity to begin to push a product we need to sell through the infrastructure. He likened this to the Greatland Road extension where a number of people in the community complained about the route and people who were against it think it's the greatest thing because they see the benefit.

Councilmember Erickson believes it's prudent to look at laws and sometime we'll find things have changed. Things have changed since the last time they proposed extending water to Kachemak City and she appreciates that the Mayor has tried to help with a number of different issues. She thinks they've been caught in a hard spot and need to revisit some of the rules and appreciates the willingness to look at it. When looking at our laws and at what's working and not working, it takes time. When there's a project moving forward, they don't always have time to go through the process because it can become a financial detriment to a project as big as this. She thinks it's important to consider the health and safety of the roads and those intersections where the project is going to be. There is also the issue of sewer billing for delivered water rather than metered water. She added Kachemak City is supportive of this project but bringing other lots is their issue to deal with.

Councilmember Lord noted Councilmember Smith had shared some thoughts about the letter and asked Councilmembers Stroozas and Erickson if they would offer some feedback on that, she was disappointed they hadn't addressed it in their comments. She also asked if they and Councilmember Smith would share their comments or thoughts about Mr. Arno's point about other's who want to connect to the water, how to negotiate with individuals, and the legal liability this may set the City up for.

Councilmember Erickson responded that she has enough relationship with the Kachemak City Mayor and Council that she knows where they stood and how they were thinking, but that we were ultimately getting the letter of support.

Councilmember Stroozas responded when we voted at our last meeting, we didn't have a letter, but the Mayor said Kachemak City didn't object to this water service, and then the letter came. That should be nerve calming enough.

Councilmember Aderhold responded to Councilmember Smith's alluding that she doesn't like to lose. She clarified that she's lost a lot at this table and will continue to lose, but this isn't about winning or losing, it's about good solid policy we can stand on and isn't open for litigation. She brought this forward when she realized a letter that Kachemak City specifically outlined a process for equitably providing water to all 16 lots was withheld from them. To her that made all the difference. She feels like they need to step back, work with Kachemak City Council, and treat all properties equitably.

Councilmember Venuti agrees with Councilmember Lord's concerns about what is the next person going to have to pay. What's Mr. Arno going to have to pay? It's a good question and she'd like an answer.

Councilmember Smith clarified that the developer offered the \$100,000 and Council had the opportunity to amend the amount, so no one's excused from the opportunity to amend or erase that amount. We provide them water no matter what, that area developed without city water, and the lack of city water won't stop development. Regarding the letter, they're making it sound like the Mayor made the choice he wouldn't show it to council because it'll hurt the chances of it passing. The votes wouldn't have changed if they'd seen the letter. He doesn't agree with the Mayor not providing the letter, it should have been out in the open, but at the end of the day, it changes nothing in the way council voted, or the opinion of those who have spoken.

Councilmember Erickson added that the assessment amount to the Kachemak City lots is at \$16,000 and from the conversation, those lots would have to pay that water assessment, so she thinks that's what Mr. Arno would have to pay. The other people offered that amount to hook up instead of \$16,000 was foolish because they should have gone for the assessment, but we are thankful for the \$100,000 because it pays back something.

Councilmember Stroozas added the \$100,000 goes into the HAWSP fund and will leverage to about \$400,000 in new infrastructure for the City of Homer for the water and sewer system. It's a wonderful opportunity to be able to leverage something like that.

Councilmember Lord commented no one can come and offer the City \$16,000 to pay an assessment in Kachemak City. We are not able to levy an assessment against another city's property owners. The opportunity for people in Kachemak City to hook up to the line in the normal way would be that Kachemak City would pay us the amount owed on that side of the road, and they would go through their own public process to recoup that money. That's how large infrastructure projects are paid for. She questions if we can legally take the "service extension fee" which she doesn't believe is a term that exists in our code. Her understanding is the money was a negotiating conversation with the Mayor and the developer and that if they wanted to connect they'd need to come up with a number that would get the City Council's attention.

Councilmember Smith responded that he takes exception with how this water project was structured in the first place, saying that Kachemak City has to pay a percentage of the cost and then say by resolution they can't hook up to it because we can't assess them. He noted the percentages paid by the property owners on the City side that included a 25% discount using HAWSP fund, arguing the notion of fairness, it was a bad deal from the beginning. He wants them to do good things and be above board, but he doesn't think rescission is the way it will get done.

Councilmember Venuti questioned what the way is to getting it done, if rescission isn't the answer. Councilmember Aderhold has volunteered her time to bring something back at the next meeting, why not wait two weeks to see what she comes up with. The points made about recognizing the need to work on policy sounds like support for rescinding and bringing something else back. It's a perfect time to rethink their votes.

VOTE: YES: ADERHOLD, LORD, VENUTI
NO: STROOZAS, SMITH, ERICKSON

Mayor Castner stated the motion failed. City Clerk Jacobsen asked for clarification from the Mayor whether he was casting a no vote, or an abstention. Mayor Castner said he wasn't abstaining, the vote was a three/three tie, it failed, and he's not voting.

CONSENT AGENDA

(Items listed below will be enacted by one motion. If a 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. City Council Unapproved Regular Meeting Minutes of March 26, 2019. Recommend approval.

- B. **Memorandum 19-041** from Mayor Re: Appointment of Kalie Petska-Rubalcava to the Advisory Planning Commission. Recommend approval.

- C. **Memorandum 19-042** from Special Projects Coordinator Re: 2020-2025 Capital Improvement Plan and FY 2021 Legislative Request Schedule. Recommend approval.

New Business item A. Aderhold.

- D. **Memorandum 19-044** from City Clerk Re: Travel Authorization for Councilmember Aderhold to attend the CIRCAC Annual Board Meeting April 5, 2019 in Kenai, Alaska

- E. **Ordinance 19-15**, An Ordinance of the City Council of Homer, Alaska Amending the 2019 Capital Budget to Appropriate funds in the Amount of \$1,697,865 from the Police Station Project Account for Project Management, Design Support, Early Site Civil Construction and Land Purchase Repayment Associated with the New Homer Police Station Project. City Manager/Public Works Director. City Manager/Public Works Director. Recommended dates Introduction April 8, 2019, Public Hearing and Second Reading April 22, 2019

Memorandum 19-043 from Public Works Director as backup

City Clerk Jacobsen read the consent agenda and recommendations.

VENUTI/ERICKSON MOVED TO APPROVE THE RECOMMENDATIONS OF THE CONSENT AGENDA AS READ.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT
Motion carried.

VISITORS

ANNOUNCEMENTS / PRESENTATIONS / REPORTS

(5 Minute limit per report)

Committee of the Whole Report

Councilmember Smith reported Public Works Director Meyer provided an update on the 65% design for the new Police Station project. They are on track and in budget.

Special Meeting Report

Councilmember Smith reported Council discussed Enstar Tariff filing TA-310-4 and RCA order U-19-014 suspending the filing and inviting the Attorney General to intervene, and gave direction to the City Attorney for the City of Homer to intervene as a party in U-19-014. Further direction was given to continue the work with Kacheamk City and Kenai Peninsula Borough to collaborate on representation of the interest of the rate payers of the Southern Kenai Peninsula before the RCA in this matter.

Mayor's Report

Borough Report

Borough Assembly member Kelly Cooper reported they introduced the ordinance regarding additional funding for the school district for FY19 at their last meeting and the Chambers

was filled to overcapacity so she had the opportunity to meet their new Fire Marshall, as they moved people in and out. The final hearing will be next week in Seward and the Homer Annex will be open for testimony for this item only. She co-sponsored the ordinance regarding the Enstar RCA Tariff Intervene with Assembly member Dunn and the hearing will be next week. Borough properties for sale by sealed bid and over the counter are posted on the Borough website Land Management page. The Borough will be starting its budget process the first meeting in May and she briefly explained their process.

Commissions/Board/Committee Reports (5 minute limit per report)

Library Advisory Board

- a. National Library Week Information

Mark Massion, Library Advisory Board member reported they have a new Chair, Marcia Kuszmaul, Vice Chair Emilie Springer, and a new member, Gordy Vernon. He also commented regarding upcoming library events for National Library week and encouraging listeners to reach out to Senators Murkowski and Sullivan to support bills for library funding.

Homer Advisory Planning Commission

- a. Memorandum from City Planner Re: CUP Review
- b. Memorandum from City Planner Re: Climate action Plan

Scott Smith, Planning Commissioner, reported they've been holding worksessions and discussions about ensuring where a building located is on a piece of property. There have been issues where encroachment effects the value of adjacent properties, so trying to figure out a system. They've also been discussing exterior lighting in the rural residential and urban residential districts, climate action plan, and the 35 foot building height limit.

Economic Development Advisory Commission

Parks Art Recreation and Culture Advisory Commission

Ingrid Harrald, Parks Art Recreation and Culture Advisory Commissioner, recognized the efforts of Recreation Coordinator Mike Illg and Parks Maintenance Coordinator Matt Steffy. The Commission has been looking at Karen Hornaday Park road improvements, they've selected Commissioners to participate in the 1% for Art selection for the Police Department, and locating a park bench that was donated. She noted they can expect to receive an email from Commissioner Archibald about the economic benefits of recreation.

Port and Harbor Advisory Commission

Bob Hartley, Port and Harbor Advisory Commissioner, commented the harbor has gotten busy since the Salmon Derby and it isn't slowing down. He also noted there are four vessels hauled out currently. He reported at their March meeting the Commission discussed the tariff for charging smaller landing craft that use the harbor facilities to off load and use the barge ramp. They are looking at how to apply the rates fairly to these smaller vessels.

Americans with Disabilities Act Compliance Committee

Councilmember Aderhold reported the Committee will meet on Thursday and are finalizing their review of the Transition Plan.

PUBLIC HEARING(S)

- A. **Ordinance 19-13**, An Ordinance of the City Council of Homer, Alaska Amending the FY 2019 Operating Budget to Fund a Coastal Engineer's Analysis of the Seawall by Appropriating \$8,369.78 from the Ocean Drive Loop Special Service District Account and \$1,837.27 from the City Seawall Reserve Account. City Manager. Introduction March 26, 2019, Public Hearing and Second Reading April 8, 2019

Mayor Castner opened the public hearing.

Chris Newby, city resident and seawall property owner, commented in support of the ordinance. He agrees there is a need for a professional to look at the seawall, assess how it's performed, what repairs are needed, and possible improvement of the wall.

Paul Hueper, city resident and seawall property owner, supports a long term solution. There are a lot of issues that need to be addressed. He shared some history of the project, including a lawsuit from '05-'09 and an Army Corps of Engineers permit issued in the City's name back in '03. In the lawsuit the permit was discovered and when Troy Jones went to do some work, ACOE said only the City can do work on the seawall. That permit is the start of where this needs to go, as the permit says the City is responsible for the seawall in perpetuity for cost and maintenance. The lawsuit determined the property owners had to pay for it, but really it's the City's responsibility.

Pat Irwin, city resident and seawall property owner, agrees that we need a solution because the wall isn't sustainable as it is. He supports an engineer's report and see what their options are. We need a solution.

Larry Slone, city resident, concurs that the engineers report should occur. He referenced information in the packet regarding the Climate Action Plan that highlights shoreline erosion is becoming more pronounced and increasing extensive along Homer's shoreline.

Kathy Sarns-Irwin, city resident and seawall property owner, supports getting an engineer's report, it's a first step toward what needs to be done in the future. It's forward thinking and a good positive step.

There were no further comments and the hearing was closed.

Mayor Castner asked for a motion for the adoption of Ordinance 19-13 by reading of title only for second and final reading.

ERICKSON/VENUTI SO MOVED

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- B. **Ordinance 19-14**, An Ordinance of the City Council of Homer, Alaska Approving a Noncompetitive Lease with Northern Enterprises Boat Yard, Inc. and Authorizing the City Manager to Execute the Appropriate Documents for a New Twenty Year Lease with Options for Two Consecutive Five Year Renewals for an Identified Sixty Square Foot Portion of City Tidelands ATS 612 at an Initial Annual Rate of \$3.65. City Manager. Introduction March 26, 2019, Public Hearing and Second Reading April 8, 2019

Memorandum 19-039 from Port Director/Harbormaster as backup

Mayor Castner opened the public hearing.

Roseleen Moore, city resident and Northern Enterprise representative, commented in support of the ordinance. There are a lot of steps in this process that have taken a lot of time, and this will get them on a timeline to start construction this summer.

There were no further comments and the hearing was closed.

Mayor Castner asked for a motion for the adoption of Ordinance 19-13 by reading of title only for second and final reading.

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
- B. Bid Report - informational only

City Manager Koester commented the Senate Finance Committee will be taking testimony this Friday at 9:45 a.m. at the Legislative Information Office for our area, so the public can comment at that time. She also introduced Attorney Jack McKenna, with Birch Horton Bitner and Cherot, who was here on the firm's dime to get to know City Council and get familiarized with our process. He does work for the City with Attorney Wells. He and Attorney Wells stepped out a little early to catch their flight back to Anchorage.

PENDING BUSINESS

NEW BUSINESS

- A. **Memorandum 19-042** from Special Projects Coordinator Re: 2020-2025 Capital Improvement Plan and FY 2021 Legislative Request Schedule.

Mayor Castner asked for a motion for the approval of Memorandum 19-042.

ADERHOLD/VENUTI MOVED TO APPROVE MEMORANDUM 19-042

ADERHOLD/ERICKSON MOVED TO AMEND THE SCHEDULE TO ADD ADA COMPLIANCE COMMITTEE ON JUNE 13TH.

There was no discussion.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

There was no discussion on the main motion as amended.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

RESOLUTIONS

- A. **Resolution 19-022**, A Resolution of the City Council of Homer, Alaska Adopting the 2019 Homer Land Allocation Plan. Aderhold.

Mayor Caster asked for a motion for the adoption of Resolution 19-022 by reading of title only.

ERICKSON/ADERHOLD SO MOVED

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY ATTORNEY

COMMENTS OF THE CITY CLERK

City Clerk Jacobsen had no comment.

COMMENTS OF THE CITY MANAGER

City Manager Koester had no comment.

COMMENTS OF THE MAYOR

Mayor Castner commented he's pleased with how the bonding is coming along. The Council has done a great job with allocating funds and with a balanced approach to spending. He explained his interactions with Kachemak City. He had been promised a letter a long time ago, which he said he noted. At one point Kachemak City got to where they wanted to start negotiating what's next and he said he didn't have any interest and couldn't start tying this together because as soon as he did, Shelly Erickson becomes ineligible to take part, so it becomes a matter of not having seven people making a decision but five people making a decision. That number weighed heavily on him. When Kachemak City didn't give him the letter he was expecting, but one that didn't include the non-objection line which is what he had told Council was coming, he intentionally withheld the letter. He felt it would muddy the water and and the negotiation stance they took had nothing to do with the matter at hand. He offered his apology and said he should be held accountable if they think it's that wrong. It was an intentional act on his part but he didn't think it was going to change anything. He thought it would be just as bad to give the letter and have them ask "where are the words Mr. Mayor that say that they don't object because that's what you told us was coming". He added it's really important that we work together because we have some important stuff to do this year. He was supposed to bring the Council together and force them to make decisions without

breaking ties, and he doesn't want to lose that momentum they've had over the last five months.

COMMENTS OF THE CITY COUNCIL

Councilmember Stroozas appreciated the Mayors comments they were taken to heart. We have a good City Council and we do a lot of good things, and he sees more good things coming down the road. They were able to come to consensus last year on the Police State project working together as a team and he appreciates each of them.

Councilmember Aderhold agreed they do have a good Council. She appreciates their diversity and thinks a diverse council is the best kind because they look at all sides of things. To her it's not about whether she wins or loses on a vote, it's about whether they have good policy for the City. She's a little concerned the Mayor was making decisions based on the potential conflict of interest of a Councilmember, she doesn't think that's how we should be making decisions on what's brought forward. She thinks they have a ways to go. We need to work on our transparency, be cognizant of this body at this table at this time, and what's good policy. She can't speak to the policy of a Council from 10 or more years ago, only what's at this council.

Councilmember Erickson commented she went to Bethel last weekend, got to walk on tundra, and have dinner with some old friends. She share a story one friend told about when he came to Homer as a principal and advice he got about how we all come from different perspectives and it's important to work together on behalf of or town. She appreciates that and the fact we are holding each other accountable and in the long run, if we're willing to look at ourselves, at the things we're doing, and where we need to change to make a better place and more accountable to the process. She'd like to be part of the process of looking at selling water outside city limits, especially along that trunk line, she thinks it's important to have that conversation.

Councilmember Lord commented since she's been on council she's had the opportunity to have people ask her why she does it. To her it's easy because she believes in local government and appreciates the challenge of sitting down with others to have informed debate about issues that matter. She looks forward to moving forward, she agrees it's a really good Council that's worked through hard things before and will again. She thinks they do that best by having respect for one another, acting with respect, being fully transparent, and having trust and integrity. She appreciates the Mayors apology in terms of withholding the letter, but her concern is that the Council is a body and we work together as such, and bring forward the relevant information. Whatever any one says they think might happen, it's not a bad thing if it doesn't or something changes and it will take more time, whatever the case, at the end of the day she looks forward to them being a group that can work together and disagree transparently and openly. She said she was just back east for her grandmother's memorial service, and while there she learned Jan Flora had died. She was saddened by the news and

said she'll miss Jan's phone calls providing her with unsolicited information that she didn't know she needed, but somehow actually did. Jan regularly did that, and she'll miss it.

Councilmember Smith acknowledged there's plenty of work to do when it comes to resolving the matter with Kachemak City. He welcomes the efforts of those opposed to the ordinance proving out what they said tonight about finding some workable amenable resolution. If they're serious about that he welcomes open conversation with both bodies to get the policy cleaned up. It's a mess, it's inequitable, and unfair to our own residents. He looks forward to seeing what's produced.

Councilmember Venuti shared that she and some of the college students will be making pancakes at Homer Flex on Wednesday. Everyone's invited to go on Wednesday, they provide the ingredients and you just have to make the pancakes and talk to the students. She heard ways to be involved, testifying about the budget on Friday, and sending post cards to Senators Murkowski and Sullivan asking them to support the public libraries. She also gets questions like Rachel about why does she serve. She like working with the Council and loves living and serving in Homer.

ADJOURN

There being no more business to come before the Council Mayor Castner adjourned the meeting at 8:00 p.m. The next Regular Meeting is Monday, April 22, 2019 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.

Melissa Jacobsen, MMC, City Clerk

Approved:_____



City of Homer

www.cityofhomer-ak.gov

Office of the City - 25 -

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum 19-045

TO: MAYOR CASTNER AND HOMER CITY COUNCIL

FROM: MELISSA JACOBSEN, MMC, CITY CLERK

DATE: APRIL 16, 2019

SUBJECT: VACATE THE 30' WIDE PUBLIC ACCESS EASEMENT ADJOINING THE NORTH
BOUNDARY
OF TRACT A, A.A. MATTOX 1958 ADDN, PLAT HM 3746. KPB File 2019-026V

At their April 8, 2019 meeting, the Kenai Peninsula Borough Planning Commission approved to vacate the 30' wide public access easement adjoining the north boundary of Tract A, A.A. Mattox 1958 Addition, Plat HM 3746. KPB File 2019-026V

The right-of-way being vacated is unconstructed and located within the NW $\frac{1}{4}$ SE $\frac{1}{4}$ SE $\frac{1}{2}$ of Section 17, Township 6 South, Range 13 West, Seward Meridian, Alaska.

Per AS 29.40.140, no vacation of a City right of way and /or easement may be made without the consent of the City Council.

The City Council has thirty days from April 8, 2019 in which to veto the decision of the Kenai Peninsula Borough Planning Commission.

The Homer Advisory Planning Commission has no objection to granting this vacation as reflected in the minutes of February 20, 2019 meeting included in the staff report provided.

Recommendation

Voice non-objection and consent to vacating the 30' wide public access easement adjoining the north boundary of Tract A, A.A. Mattox 1958 Addition, Plat HM 3746. KPB File 2019-026V



Planning Department

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2200 • (907) 714-2378 Fax

Charlie Pierce
Borough Mayor

April 11, 2019

Homer City Council
491 East Pioneer Avenue
Homer, AK 99603-7645

RE: Vacate the 30' wide public access easement adjoining the north boundary of Tract A, A. A. Mattox 1958 Addition, Plat HM 3746, as granted on the public access easement recorded at Serial Number 2018-003011-0, Homer Recording District. The public access easement being vacated is unconstructed and located within the NW1/4 SE1/4 SE1/4 of Section 17, Township 6 South, Range 13 West, Seward Meridian, Alaska, within the Kenai Peninsula Borough; KPB File 2019-026V.

Dear Homer City Council Members:

In accordance with AS 29.40.140, no vacation of a city right-of-way and/or easement may be made without the consent of the city council. The KPB Planning Commission approved the referenced public access easement vacation during their regularly scheduled meeting of April 8, 2019. This petition is being sent to you for your consideration and action.

The City Council has 30 days from April 8, 2019 in which to veto the decision of the Planning Commission. If no veto is received from the Council within the 30-day period, the decision of the Planning Commission will stand.

Attached are draft, unapproved minutes of the pertinent portion of the meeting and other related material.

Sincerely,

Max J. Best
Planning Director

MJB:jah

Attachments



Planning Department

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2200 • (907) 714-2378 Fax

Charlie Pierce
Borough Mayor

April 11, 2019

KENAI PENINSULA BOROUGH PLANNING COMMISSION NOTICE OF DECISION

MEETING OF APRIL 8, 2019

RE: Vacate the 30' wide public access easement adjoining the north boundary of Tract A, A. A. Mattox 1958 Addition, Plat HM 3746, as granted on the public access easement recorded at Serial Number 2018-003011-0, Homer Recording District. The public access easement being vacated is unconstructed and located within the NW1/4 SE1/4 SE1/4 of Section 17, Township 6 South, Range 13 West, Seward Meridian, Alaska, within the Kenai Peninsula Borough; KPB File 2019-026V.

By unanimous consent, the Kenai Peninsula Borough Planning Commission granted approval of the proposed 30-foot wide public access easement vacation during their regularly scheduled meeting of April 11, 2019 based on the following findings of fact.

Findings:

1. The proposed vacation is within the City of Homer.
2. Development within the property must comply with the requirements of the zoning district.
3. The subject property is in the Urban Residential Zoning District.
4. Homer Advisory Planning Commission recommended approval of the proposed vacation on February 20, 2019.
5. The proposed vacation will be finalized, if it is approved, by recording the plat A A Mattox Subdivision 2019 Addition.
6. A A Mattox Subdivision 2019 Addition replats Tract A and Lot 8, A A Mattox Subdivision 1958 Addition, into one lot.
7. Replatting A A Mattox Subdivision 2019 Addition replats Tract A and Lot 8, A A Mattox Subdivision 1958 Addition into one lot eliminates the need for the public access easement across the entire boundary because the lot fronts Nelson Avenue at its northeastern corner.
8. The proposed replat will front on a 30 foot wide right of way.
9. A A Mattox Subdivision 2019 Addition grants a 10-foot pedestrian easement along its entire northern boundary.
10. The 10-foot pedestrian easement within A A Mattox Subdivision 2019 Addition matches the 10-foot pedestrian easement within the subdivision to the north (HM 2018-40).
11. The pedestrian easement within HM 2018-40 and A A Mattox Subdivision 2019 Addition provides continuous public access off Nelson Avenue to the school parcel to the southwest per KPB 20.30.180.
12. The preliminary plat that will finalize the vacation, if it is approved, is scheduled for KPB Plat Committee review on April 22, 2019.
13. Sufficient rights-of-way exist to serve surrounding properties.
14. No surrounding properties will be denied access.

Subject to:

1. Consent by Homer City Council.
2. Grant utility easements requested by the utility providers.
3. Submittal of a final plat in accordance with Chapter 20 of the KPB Code within a timeframe such that the plat can be recorded within one year of vacation consent.

In accordance with AS 29.40.140, no vacation of a city right-of-way and/or easement may be made without the consent of the city council. The proposed vacation has been forwarded to the Homer City Council. The City Council has 30 days from April 8, 2019 in which to veto the decision of the Planning Commission. If no veto is received from the Council within the 30-day period, the decision of the Commission will stand.

Please contact the Homer City Office to verify the date the subject vacation will be reviewed by the Council.

This notice and unapproved minutes of the subject portion of the meeting were sent April 11, 2019 to:

Echo Trading Company LLC
PO Box 3368
Homer, AK 99603

Seabright Survey and Design
1044 East Road, Suite A
Homer, AK 99603

Homer Advisory Planning Commission
491 East Pioneer Avenue
Homer, AK 99603

Homer City Council
491 East Pioneer Avenue
Homer, AK 99603

James & Brenda Dolma
4276 Shirley Ct.
Homer, AK 99603

PUBLIC HEARINGS**AGENDA ITEM F. PUBLIC HEARINGS**

1. Vacate the 30' wide public access easement adjoining the north boundary of Tract A, A. A. Mattox 1958 Addition, Plat HM 3746, as granted on the public access easement recorded at Serial Number 2018-003011-0, Homer Recording District. The public access easement being vacated is unconstructed and located within the NW1/4 SE1/4 SE1/4 of Section 17, Township 6 South, Range 13 West, Seward Meridian, Alaska, within the Kenai Peninsula Borough; KPB File 2019-026V.

Staff Report given by Scott Huff

PC Meeting: 4/8/19

Purpose as stated in petition: The easement is no longer necessary because Lot 8 and Tract A are being replatted into one lot.

Petitioner: Echo Trading Company LLC of Homer, AK.

Notification: Public notice appeared in the March 28, 2019 issue of the Homer News as a separate ad. The public hearing notice was published in the April 4th issue of the Homer News as part of the Commission's tentative agenda.

Fourteen certified mailings were sent to owners of property within 300 feet of the proposed vacation. Ten receipts have been returned when the staff report was prepared.

Public hearing notices were sent by regular mail to 34 owners within 600 feet of the proposed vacation.

Twenty public hearing notices were emailed to agencies and interested parties.

Nine public hearing notices were emailed or made available to KPB staff/Departments via a shared database.

Notices were mailed to the Homer Post Office and Homer Community Library with a request to be posted in public locations.

The notice and maps were posted on the Borough bulletin board and Planning Department public hearing notice web site.

Comments Received:

ENSTAR: No comments, recommendations, or objections.

KPB Addressing: No addresses were assigned to the parent lots. Existing street names are correct.

KPB Planner: The proposed vacation is within the City of Homer. A review is not required.

KPB Roads Department: Outside KPB Roads Department Jurisdiction.

River Center: The proposed vacation is not affected by the Habitat Protection District.

State Parks: No comments.

Staff Discussion: The preliminary plat that will finalize the vacation if it is approved is scheduled for Plat Committee review on April 22, 2019.

The preliminary plat proposes to grant a 10-foot pedestrian easement along the northern boundary of Lot 8-A. The pedestrian easement within the subject preliminary plat will connect and match the 10-foot

pedestrian easement to the north within HM 2018-40, which accesses the school parcel to the southwest, per KPB 20.30.180.

Eliminating the entire 30-foot wide public access easement will remove possibility of the public driving ATVs, snowmachines, and other motorized vehicles within the easement.

The owner is put on notice that a cul-de-sac may be required during the replatting action as Nelson Avenue will be a closed ended right of way. The applicant can request an exception to KPB 20.30.100 during the platting process.

Findings:

1. The proposed vacation is within the City of Homer.
2. Development within the property must comply with the requirements of the zoning district.
3. The subject property is in the Urban Residential Zoning District.
4. Homer Advisory Planning Commission recommended approval of the proposed vacation on February 20, 2019.
5. The proposed vacation will be finalized, if it is approved, by recording the plat A A Mattox Subdivision 2019 Addition.
6. A A Mattox Subdivision 2019 Addition replats Tract A and Lot 8, A A Mattox Subdivision 1958 Addition, into one lot.
7. Replatting A A Mattox Subdivision 2019 Addition replats Tract A and Lot 8, A A Mattox Subdivision 1958 Addition into one lot eliminates the need for the public access easement across the entire boundary because the lot fronts Nelson Avenue at its northeastern corner.
8. The proposed replat will front on a 30 foot wide right of way.
9. A A Mattox Subdivision 2019 Addition grants a 10-foot pedestrian easement along its entire northern boundary.
10. The 10-foot pedestrian easement within A A Mattox Subdivision 2019 Addition matches the 10-foot pedestrian easement within the subdivision to the north (HM 2018-40).
11. The pedestrian easement within HM 2018-40 and A A Mattox Subdivision 2019 Addition provides continuous public access off Nelson Avenue to the school parcel to the southwest per KPB 20.30.180.
12. The preliminary plat that will finalize the vacation, if it is approved, is scheduled for KPB Plat Committee review on April 22, 2019.
13. Sufficient rights-of-way exist to serve surrounding properties.
14. No surrounding properties will be denied access.

STAFF RECOMMENDATION: Based on the above findings, staff recommends approval of the vacation as petitioned, subject to:

1. Consent by Homer City Council.
2. Grant utility easements requested by the utility providers.
3. Submittal of a final plat in accordance with Chapter 20 of the KPB Code within a timeframe such that the plat can be recorded within one year of vacation consent.

KPB 20.70.110:

A vacation of a city street, public right-of-way, public area, or public easement located within an incorporated city may not be approved without the consent of the city council.

The Homer City Council shall have 30 calendar days from the date of approval in which to veto the planning commission decision. If no veto is received by the planning director within the specified period, the city shall be considered to have given consent to the vacation.

KPB 20.70.120:

- A. **Denial of a vacation petition is a final act for which no further consideration shall be given by the Kenai Peninsula Borough.**
- B. **Upon denial by the planning commission, no reapplication or petition concerning the same**

vacation may be filed within one calendar year of the date of the final denial action except in the case where new evidence or circumstances exist that were not available or present when the original petition was filed.

KPB 20.70.130:

THE FINAL PLAT MUST BE RECORDED WITHIN ONE YEAR OF THE VACATION CONSENT IN KPB 20.70.110.

END OF STAFF REPORT

Mr. Huff added that there was a letter included in the desk packet. The letter is comments from a nearby landowner that is concerned with drainage in the area and the vacating of this easement. The landowner replied that the easement remains how it was and that no trees have been cut down or removed within the easement. The purpose of this easement was that the plat to the north was being completed and Lot 8 was a land locked parcel. This easement was granted from Nelson to Lot 8. Now the land owner owns both Lot 8 and Tract A. The owner wants to get rid of the easement and wants to combine the lots into one parcel.

Chairman Martin opened the meeting for public comment. Seeing and hearing no one wishing to speak, the public hearing was closed and discussion was opened among the commission.

MOTION: Commissioner Venuti moved, seconded by Commissioner Ecklund to approve the vacation of the 30' wide public access easement in the City of Homer adjoining the north boundary of Tract A, A.A. Mattox 1958 Addition, KPB File 2019-026V.

MOTION PASSED: Seeing and hearing no discussion or objection the motion passed by unanimous consent.

F. PUBLIC HEARINGS

- 1. Vacate the 30' wide public access easement in the City of Homer adjoining the north boundary of Tract A within A.A. Mattox 1958 Addition.
KPB File 2019-026V
Petitioner(s): Echo Trading Company LLC of Homer, AK**

AGENDA ITEM F. PUBLIC HEARINGS

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STAFF REPORT

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River Center: The proposed vacation is not affected by the Habitat Protection District.

State Parks: No comments.

Staff Discussion: The preliminary plat that will finalize the vacation if it is approved is scheduled for Plat Committee review on April 22, 2019.

The preliminary plat proposes to grant a 10-foot pedestrian easement along the northern boundary of Lot 8-A. The pedestrian easement within the subject preliminary plat will connect and match the 10-foot pedestrian easement to the north within HM 2018-40, which accesses the school parcel to the southwest,

per KPB 20.30.180.

Eliminating the entire 30-foot wide public access easement will remove possibility of the public driving ATVs, snowmachines, and other motorized vehicles within the easement.

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Findings:

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14. No surrounding properties will be denied access.

STAFF RECOMMENDATION: Based on the above findings, staff recommends approval of the vacation as petitioned, subject to:

1. Consent by Homer City Council.
2. Grant utility easements requested by the utility providers.
3. Submittal of a final plat in accordance with Chapter 20 of the KPB Code within a timeframe such that the plat can be recorded within one year of vacation consent.

KPB 20.70.110:

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The Homer City Council shall have 30 calendar days from the date of approval in which to veto the planning commission decision. If no veto is received by the planning director within the specified period, the city shall be considered to have given consent to the vacation.

KPB 20.70.120:

- A. **Denial of a vacation petition is a final act for which no further consideration shall be given by the Kenai Peninsula Borough.**
- B. **Upon denial by the planning commission, no reapplication or petition concerning the same vacation may be filed within one calendar year of the date of the final denial action except**

in the case where new evidence or circumstances exist that were not available or present when the original petition was filed.

**KPB 20.70.130:
THE FINAL PLAT MUST BE RECORDED WITHIN ONE YEAR OF THE VACATION CONSENT IN KPB 20.70.110.**

END OF STAFF REPORT

NOTES

1. NO PERMANENT STRUCTURES SHALL BE CONSTRUCTED OR PLACED WITHIN A UTILITY EASEMENT WHICH WOULD INTERFERE WITH THE ABILITY OF A UTILITY TO USE SAID EASEMENT.
2. THESE LOTS ARE SERVED BY CITY OF HOMER WATER AND SEWER.

NOTARY'S ACKNOWLEDGMENT


FOR: _____
 ACKNOWLEDGED BEFORE ME THIS _____
 DAY OF _____, 2019

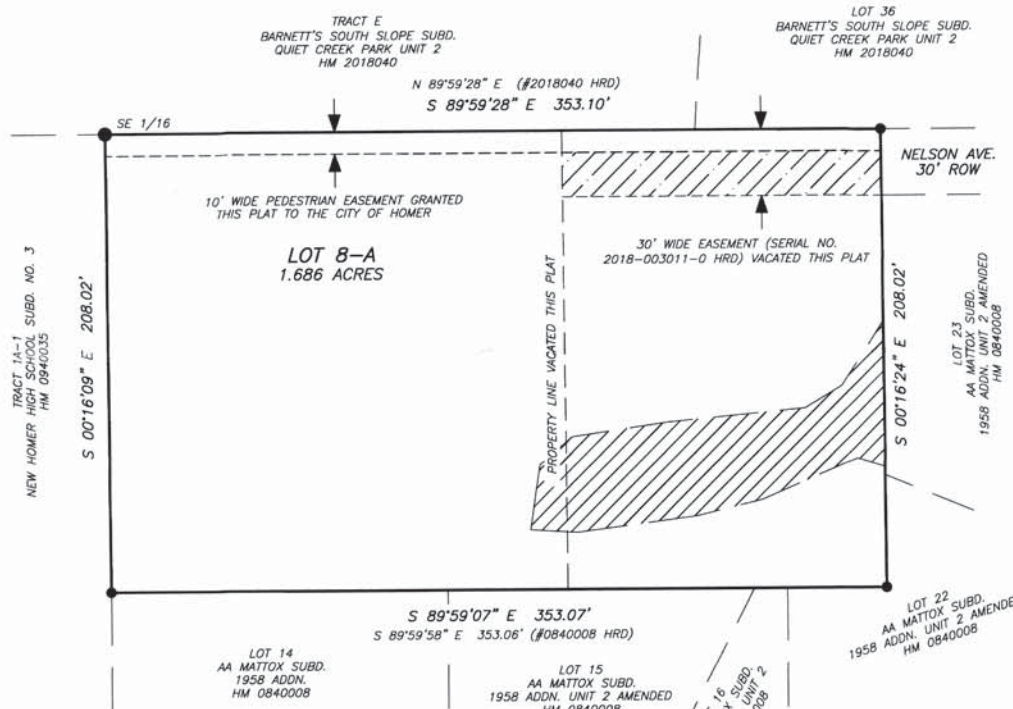
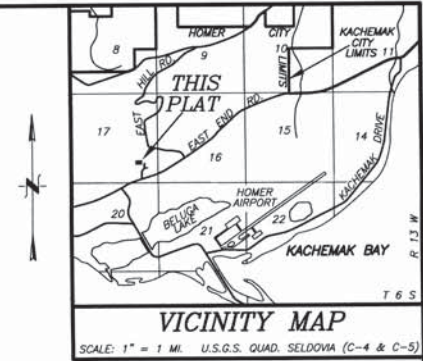
 NOTARY PUBLIC FOR ALASKA
 MY COMMISSION EXPIRES _____

WASTEWATER DISPOSAL

WASTEWATER TREATMENT AND DISPOSAL SYSTEMS MUST MEET THE REGULATORY REQUIREMENTS OF THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION.

LEGEND

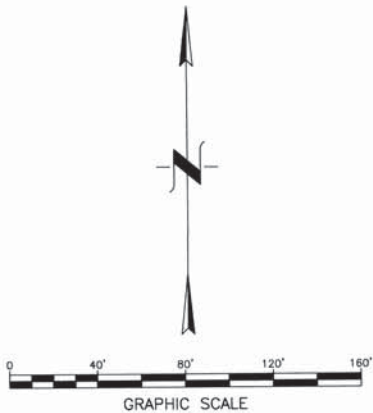
- FND 2" AC ON 5/8" REBAR 7968-S 2018
- FND 5/8" REBAR
-  APPROX. LOCATION 20% GRADE OR STEEPER



CERTIFICATE OF OWNERSHIP

I HEREBY CERTIFY THAT ECHO TRADING COMPANY, LLC IS THE OWNER OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREON, THAT ON BEHALF OF ECHO TRADING COMPANY, LLC I HEREBY ADOPT THIS PLAN OF SUBDIVISION, AND BY MY FREE CONSENT DEDICATE ALL RIGHTS OF WAY AND PUBLIC AREAS TO PUBLIC USE, AND GRANT ALL EASEMENTS TO THE USE SHOWN HEREON.

PAUL NEAL III, TRUSTEE
 DELTA TRANSFER AND STORAGE TRUST
 AS THE OWNER OF: ECHO TRADING COMPANY, LLC
 P.O. BOX 3368
 HOMER, AK 99603-3368



PLAT APPROVAL

THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF _____

BY: _____ AUTHORIZED OFFICIAL
 KENAI PENINSULA BOROUGH

DATE _____

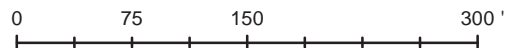
HOMER RECORDING DISTRICT			KPB FILE NO. 2019-XXX		
AA MATTOX SUBD. GWEN'S 2019 ADDN.					
A REPLAT OF LOT 8 AND TRACT A PORTION THEREOF, AA MATTOX SUBD. (HM 0003746) LOCATED WITHIN THE NW 1/4 SE 1/4 SE 1/4, SEC 17, T. 6 S., R. 13 W., SEWARD MERIDIAN, KENAI PENINSULA BOROUGH, THIRD JUDICIAL DISTRICT, ALASKA CONTAINING 1.686 ACRES					
SEABRIGHT SURVEY + DESIGN KENTON T. BLOOM, P.L.S.					
1044 EAST ROAD, SUITE A HOMER, ALASKA 99603 (907) 235-4247					
CLIENT: ECHO TRADING COMPANY LLC P.O. BOX 3368, HOMER, AK 99603					
DRAWN BY: KK	CHKD BY: KB	JOB #2019-03			
DATE: 1/2019	SCALE: 1"=40'	SHEET #1 OF 1			

KPB 2019-026V



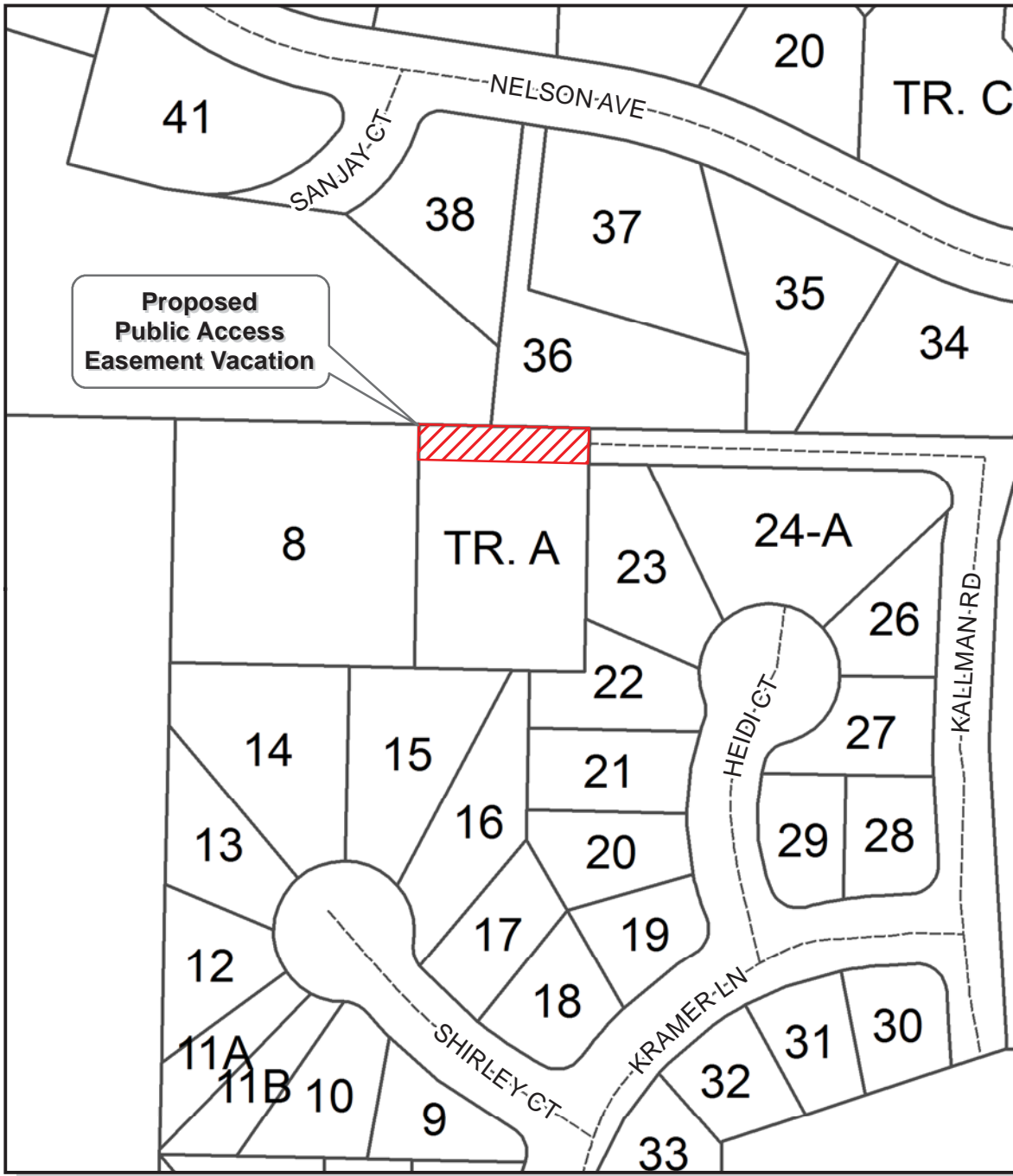
The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.

Aerial View

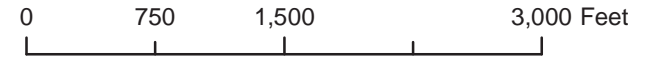
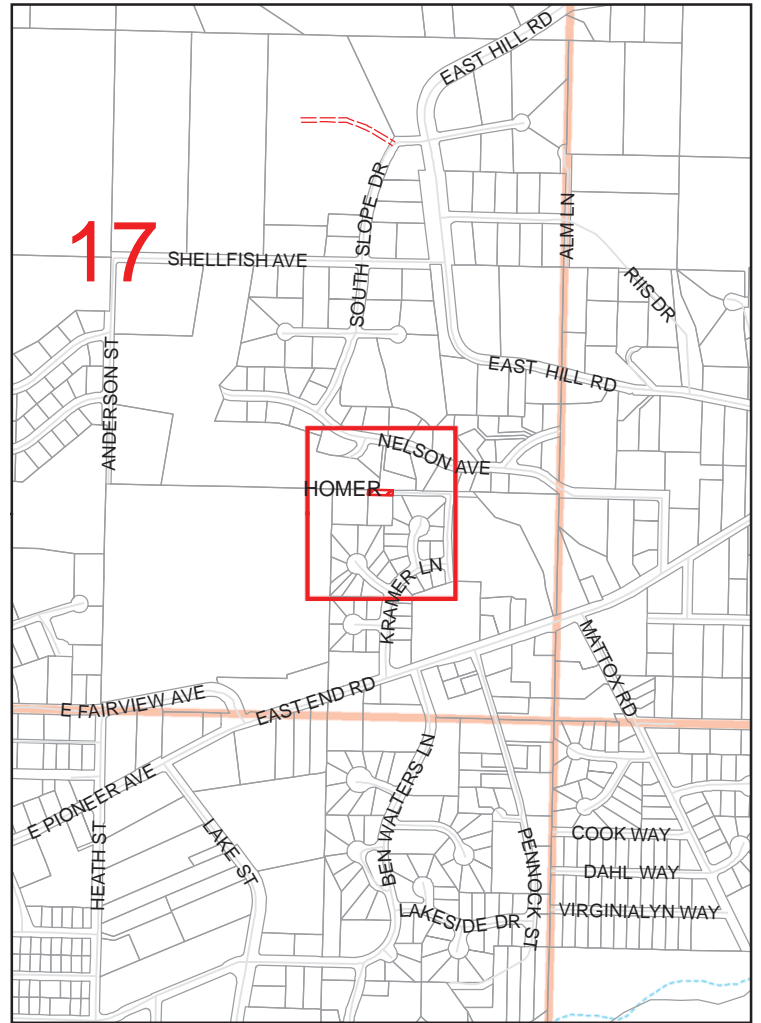
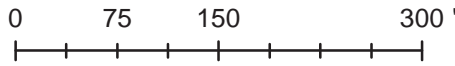


Public Access Easement Vacation

JReif, KPB
Date: 3/18/2019



**Proposed
Public Access
Easement Vacation**



**KPB 2019-026V
T06S R13W S20
HOMER**



The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for the use of this map.
Page 16 of 43

JReif, KPB
Date: 3/18/2019



EASEMENT

This Easement is granted this 08 day of October, 2018 by Echo Trading Company, LLC, of P.O. Box 3368, Homer, Alaska 99603, hereinafter called "Grantor".

Recitals

1. Grantor is the owner of the following described real property (hereinafter referred to as "Grantor's Property"):

That portion of Tract A, A. A. MATTOX 1958 ADDITION, according to Plat No. 58-3746, in the Homer Recording District, Third Judicial District, State of Alaska, more particularly described as follows:

From the Northwest corner of Lot 8 of said Addition, go East 208 feet to Corner No. 1, being the True Point of Beginning; thence South 208 feet to Corner No. 2; thence East 145 feet to Corner No. 3; thence North 208 feet to Corner No. 4; thence West 145 feet to Corner No. 1, the True Point of Beginning.

2. Whereas Grantor wishes to grant access for ingress and egress over and through the north 30 feet of Grantor's Property for the benefit of the current and all future owners of Lot 8, AA Mattox 1958 Addition Subdivision, Plat 58-3746, records of the Homer Recording District, Third Judicial District, State of Alaska, the current and future owners of all other property adjacent to said access right of way and to the public.

NOW, THEREFORE, in furtherance of said recitals and for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Grantor hereby

grants and conveys an access easement for ingress and egress over and through the North 30 feet of Grantor's Property for the benefit of the current and all future owners of Lot 8, AA Mattox 1958 Addition Subdivision, Plat 58-3746, records of the Homer Recording District, Third Judicial District, State of Alaska, the current and future owners of all other property adjacent to said access right of way and to the public.

Grantor shall have no obligation to construct a street, right of way or road over or across the North 30 feet of Grantor's Property but reserves the right, in its discretion, to construct such a road or street over and across the North 30 feet of Grantor's Property and to dedicate that road for public use. If any party other than Grantor constructs a the road, street or driveway through the North 30 feet of Grantor's Property, such party shall be solely responsible for the costs incurred for such construction as well as all maintenance and repair of such street or road, including costs associated with snow removal, gravel, culvert replacement, grading, paving and other related expenses, until some further action is taken by Grantor or its successors to Grantor's Property to upgrade or dedicate such road, street or driveway.

WHEREFORE, Grantor has executed this Agreement on the day and year first above stated.

GRANTOR:
ECHO TRADING COMPANY, LLC,
an Alaska limited liability company

By: Tony Neal
Delta Transfer and Storage Trust, Member
TONY NEAL, Trustee



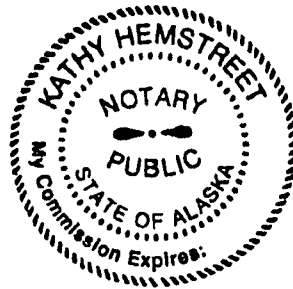
STATE OF ALASKA)
) ss.
THIRD JUDICIAL DISTRICT)

THIS IS TO CERTIFY that on this 8th day of October, 2018, before me, the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn as such, personally appeared Tony Neal, known to me to be the Trustee of Delta Transfer and Storage Trust, the sole Member of Echo Trading Company, LLC, an Alaska limited liability company, and he/she acknowledged to me that he/she had, in his/her official capacity aforesaid, executed the foregoing document as the free act and deed of said company for the uses stated therein.

WITNESS my hand and official seal the day and year in this certificate first written.

Kathy Hemstreet
Notary Public in and for Alaska
My Commission Expires: 7-6-21

After recording, return to:
Echo Trading Company, LLC
PO Box 3368
Homer, Alaska 99603



THIS INSTRUMENT IS BEING RECORDED BY
KACHEMAK BAY TITLE AGENCY INC., AS AN
ACCOMMODATION ONLY. IT HAS NOT BEEN
EXAMINED AS TO ITS EFFECT, IF ANY, ON THE
TITLE OF THE ESTATE HEREIN





City of Homer

www.cityofhomer-ak.gov

Plan - 43 -

491 East Pioneer Avenue
Homer, Alaska 99603

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

March 8, 2019

Homer Advisory Planning Commission

Notice of Action

Request: Vacation of a 30' wide public access easement over a portion of Tract A, A. A. Mattox 1958 Addition

Applicants:

Tony Neal
PO Box 3368
Homer, AK 99603

Kenton Bloom, P.L.S.
Seabright Survey + Design
1044 East End Road Ste. A
Homer, AK 99603

At the regular meeting of February 20, 2019 the Homer Advisory Planning Commission forwarded a **recommendation for approval** of the public access easement request with staff recommendations and the attached minutes to the Kenai Peninsula Borough Planning Commission.

Should you have any questions, please contact the planning office at 235-3106.

Chair Venuti requested a motion to approve the Consent Agenda.

BENTZ/HIGHLAND MOVED TO APPROVE THE CONSENT AGENDA.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

VISITORS

REPORTS

A. Staff Report 19-12, City Planner's Report

City Planner Abboud reviewed his report for the commission.

Commissioners volunteered to report at the following Council meetings:

February 25th: No one available

March 11th: Smith

March 26th: Bentz

April 8th: Bos - Tentatively

B. Green Infrastructure report from Planning Commissioner

Commissioner Bentz provided a brief update on strategy to move the topic forward and she wanted to mention they are considering cross walking the newly adopted Comprehensive Plan with the Green Infrastructure Implementation Table items with the future Police Station green infrastructure implementation and planning with the award the city received of the ADEC grant. She noted that there is definitely action going forward but no report at this time.

PUBLIC HEARINGS

A. Staff Report 19-13, Request to vacate a 30' wide public access easement over a portion of Tract A, A.A. Mattox 1958 Addition

Chair Venuti introduced the item into the record and City Planner Abboud provided a synopsis of Staff Report PL 19-13 for the commission.

Chair Venuti invited the applicant to make their presentation.

The applicant was present for any questions of the Commission but did not have any formal presentation.

Chair Venuti opened the public hearing seeing no one come forward to provide comment he closed the public hearing and opened the floor to questions from the Commission.

Commissioner Highland requested clarification on the proposed dedicated pedestrian easement and if this can be made a condition.

City Planner Abboud pointed out that it will be depicted on the plat.

Chair Venuti requested a motion seeing no further questions from the commission.

BENTZ/SMITH MOVED TO ADOPT STAFF REPORT 19-13 AND APPROVE THE REQUEST TO VACATE A 30 FOOT WIDE PUBLIC ACCESS EASEMENT OVER A PORTION OF TRACT A, A.A. MATTOX 1958 ADDITION

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PLAT CONSIDERATION

A. Staff Report 19-14, AA Mattox Subd. Gwen's 2019 Addn. Preliminary Plat

Chair Venuti introduced the item into the record by reading of title and requested City Planner to provide his report for the commission.

City Planner Abboud provided a review of his report on the Preliminary Plat and recommendations.

The applicant was present for questions from commission.

Chair Venuti opened the public comment period seeing no audience members coming forward to provide comment he closed the public comment period and opened the floor to questions from the commission.

Commissioner Banks requested clarification on the location of the 15" utility easement in relation to the property and if any of the drawings showed that location.

City Planner Abboud responded that it would be located where it fronted Nelson Avenue, he confirmed that it would extend to the existing right of way on Nelson to the east.

Commissioner Banks inquired if that language was descriptive enough.



City of Homer

www.cityofhomer-ak.gov

Plan - 46 -

491 East Pioneer Avenue
Homer, Alaska 99603

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

Staff Report 19-13

TO: Homer Advisory Planning Commission
 THROUGH: Rick Abboud, City Planner
 FROM: Julie Engebretsen, Deputy City Planner,
 DATE: February 20, 2019
 SUBJECT: Request to vacate a 30' wide public access easement over a portion of Tract A,
 A.A. Mattox 1958 Addition

Requested Action: Conduct a public hearing and make a recommendation on the vacation of a public access easement. A preliminary plat including this property is part of a separate platting action.

General Information:

Applicants:	Tony Neal PO Box 3368 Homer, AK 99603	Kenton Bloom 1044 East Road Ste A Homer, AK 99603
Location:	East of High School, west of Kallman Road	
Parcel ID:	17705108	
Lot Size	0.69 acres	
Zoning Designation:	Urban Residential District	
Existing Land Use:	Vacant	
Surrounding Land Use:	North: Vacant residential South: Residential East: Residential/Vacant West: Vacant	
Comprehensive Plan:	Land Use Chapter Goal 1: Guide Homer's growth with a focus on increasing the supply and diversity of housing, protect community character, encourage infill, and helping minimize global impact of public facilities including limiting greenhouse gas emissions.	
Wetland Status:	The 2005 wetland mapping shows no wetland areas.	
Flood Plain Status:	Zone D, flood hazards undetermined.	
BCWPD:	Not within the Bridge Creek Watershed Protection District.	
Utilities:	City water and sewer are not available at this time.	

Public Notice:	Notice was sent to 45 property owners of 57 parcels as shown on the KPB tax assessor rolls.
----------------	---

Analysis: This vacation is within the Urban Residential District. This action would vacate a thirty-foot public access easement. The easement was granted in 2018, to provide legal access to the adjacent lot to the west which had no legal access. The landowner now owns both lots, and is vacating the common lot lines in a separate platting action. The public access easement is no longer needed because there will no longer be a landlocked parcel.

The applicant is also proposing to dedicate a 10-foot pedestrian easement along the north property line.

Public Works Comments: No comments on the vacation.

Fire Department Comments: No concerns.

Staff Recommendation:

Planning Commission recommend approval of the vacation.

Attachments:

1. Vacation petition
2. Public Notice
3. Aerial Map



Kenai Peninsula Borough Planning Department
 144 North Binkley
 Soldotna, Alaska 99669-7599
 Toll free within the Borough 1-800-478-4441, extension 2200
 (907) 714-2200

**Petition to Vacate Public Right-of-Way/Easement/Platted Public Area
 Public Hearing Required**

Upon receipt of complete application with fees and all required attachments, a public hearing before the Planning Commission will be scheduled. The petition with all required information and attachments must be in the Planning Department at least 30 days prior to the preferred hearing date. By State Statute and Borough Code, the public hearing must be scheduled within 60 days of receipt of complete application.

- \$500 non-refundable fee to help defray costs of advertising public hearing.
 - City Advisory Planning Commission. Copy of minutes at which this item was acted on, along with a copy of City Staff Report.
 - Name of public right-of-way proposed to be vacated is dedicated by the plat of _____ Subdivision, filed as Plat No. _____ in Homer _____ Recording District.
 - Are there associated utility easements to be vacated? Yes No
 - Are easements in use by any utility company? If so, which company n/a
 - Easement for public road or right-of-way as set out in (specify type of document) SERIAL # 2018-003011-0 as recorded in Book _____ Page _____ of the Homer _____ Recording District. (Copy of recorded document must be submitted with petition.)
 - Submit three copies of plat or map showing area proposed to be vacated. Must not exceed 11x17 inches in size. In the case of public right-of-way, the submittal must include a sketch showing which parcels the vacated area will be attached to. Proposed alternative dedication is to be shown and labeled on the sketch.
- Has right-of-way been fully or partially constructed? Yes No
 Is right-of-way used by vehicles / pedestrians / other? Yes No
 Is alternative right-of-way being provided? Yes No

The petitioner must provide reasonable justification for the vacation. Reason for vacating:
no longer needed due to 2 lots being replatted into one lot.

The petition must be signed (written signature) by owners of the majority of land fronting the right-of-way, easement, or platted public area proposed to be vacated. Each petitioner must include address and legal description of his/her property.

Submitted By: Signature as:
 Name: Kenton Bloom Petitioner Representative
 Address 1044 East Road
Suite A
Homer AK 99603
 Phone 907-299-1091

Petitioners:

Signature _____	Signature _____
Name _____	Name _____
Address _____	Address _____
_____	_____
Owner of _____	Owner of _____
Signature _____	Signature _____
Name _____	Name _____
Address _____	Address _____
_____	_____
Owner of _____	Owner of _____

RECEIVED

JAN 31 2019

**CITY OF HOMER
 PLANNING/ZONING**



**Petition to Vacate Public Right-of-Way/Easement/Platted Public Area
 Public Hearing Required**

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 Is right-of-way used by vehicles / pedestrians / other? Yes No
 Is alternative right-of-way being provided? Yes No

The petitioner must provide reasonable justification for the vacation. Reason for vacating:
no longer needed due to 2 lots being replatted into one lot.

The petition must be signed (written signature) by owners of the majority of land fronting the right-of-way, easement, or platted public area proposed to be vacated. Each petitioner must include address and legal description of his/her property.

Submitted By: Name: Kenton Bloom
 Address 1044 East Road
Suite A
Homer AK 99603
 Phone 907-299-1091

Signature as: Petitioner Representative

RECEIVED

JAN 31 2019

**CITY OF HOMER
 PLANNING/ZONING**

Petitioners:
 Signature Tony Neal
 Name Tony Neal
 Address PO Box 3368 Homer, AK 99603
 Owner of Echo Trading LLC

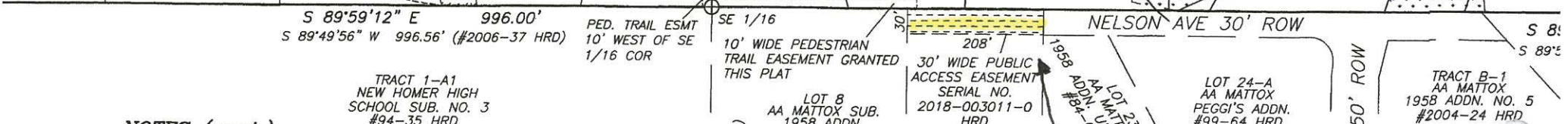
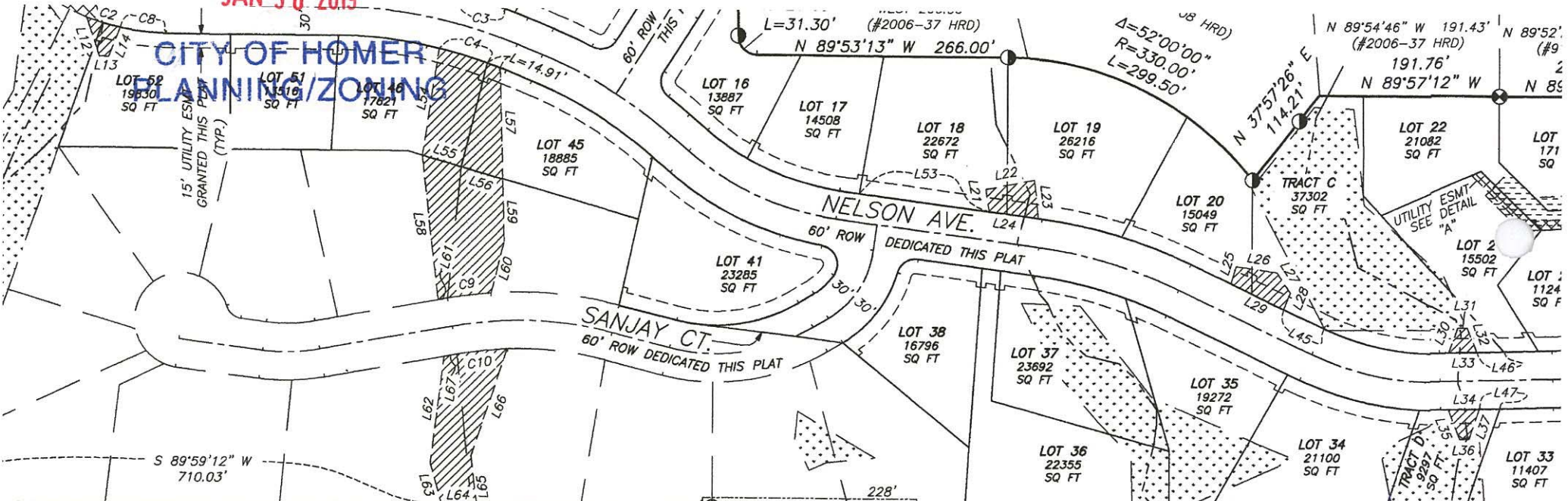
Signature _____
 Name _____
 Address _____
 Owner of _____

Signature _____
 Name _____
 Address _____
 Owner of _____

RECEIVED

JAN 30 2019

CITY OF HOMER PLANNING/ZONING



NOTES (cont.)

STANCE
00'
.48'
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.58'
.56'
.48'

- THERE IS A 15' WIDE NATURAL GAS EASEMENT CENTERED ON THE NATURAL GAS PIPELINES INSTALLED UNDER, OVER, UPON AND THROUGH THIS SUBDIVISION GRANTED TO ENSTAR NATURAL GAS COMPANY RECORDED JUNE 7, 2018 SERIAL NO. 2018-001611-0 HRD. THE GAS LINE HAS NOT BEEN INSTALLED OR SURVEYED AS OF THE TIME OF RECORDING THIS PLAT.
- THERE IS A GENERAL EASEMENT GRANTED TO HOMER ELECTRIC ASSOCIATION, INC. THAT AFFECTS THESE LOTS RECORDED BK 318 PG 927 HRD.
- THERE IS A 20' WIDE DRAINAGE EASEMENT CENTERED ALONG THE EXISTING CREEKS DEPICTED ON THIS PLAT.

THE SOUTHERLY 20' TO BE VACATED. THE NORTHERLY 10' REMAINS PUBLIC ACCESS.

**PUBLIC HEARING NOTICE
&
NOTICE OF SUBDIVISION**

Public notice is hereby given that the City of Homer will hold a public hearing by the Homer Advisory Planning Commission on Wednesday, February 20, 2019 at 6:30 p.m. at Homer City Hall, 491 East Pioneer Avenue, Homer, Alaska, on the following matter:

A proposal to vacate a 30' wide public access easement (2018-003011-0 HRD) within a portion of Tract A, A. A. Mattox 1958 Addition, according to Plat No. 58-3746, in the Homer Recording District, Third Judicial District, State of Alaska.

Public notice is hereby given that a preliminary plat has been received proposing to subdivide or replat property. You are being sent this notice because you are an affected property owner within 500 feet of a proposed subdivision and are invited to comment.

Proposed subdivision under consideration is described as follows:

AA Mattox Subd. Gwen's 2019 Addn. Preliminary Plat

Anyone wishing to present testimony concerning these matters may do so at the meeting or by submitting a written statement to the Homer Advisory Planning Commission, 491 East Pioneer Avenue, Homer, Alaska 99603, by 4:00 p.m. on the day of the meeting.

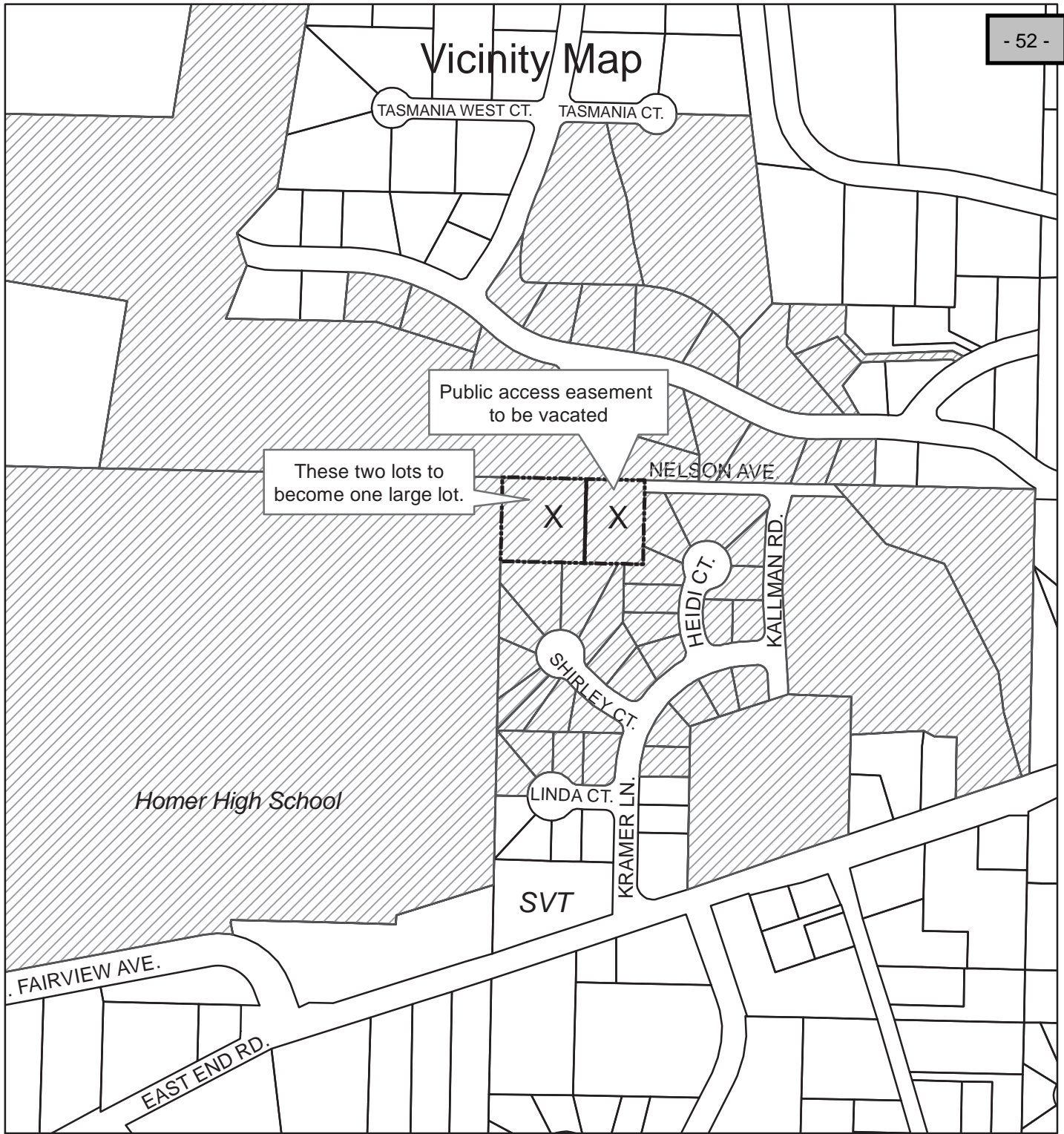
The complete proposals are available for review at the City of Homer Planning and Zoning Office located at Homer City Hall. For additional information, please contact Rick Abboud at the Planning and Zoning Office, 235-3106.

NOTICE TO BE SENT TO PROPERTY OWNERS WITHIN 500 FEET OF PROPERTY.



VICINITY MAP ON REVERSE

Vicinity Map

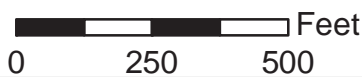


City of Homer
Planning and Zoning Department

February 5, 2019

AA Mattox Sub Gwen's 2019 Addn Preliminary Plat and Request to vacate a public Right of Way

Marked Lots are w/in 500 feet
and property owners notified.

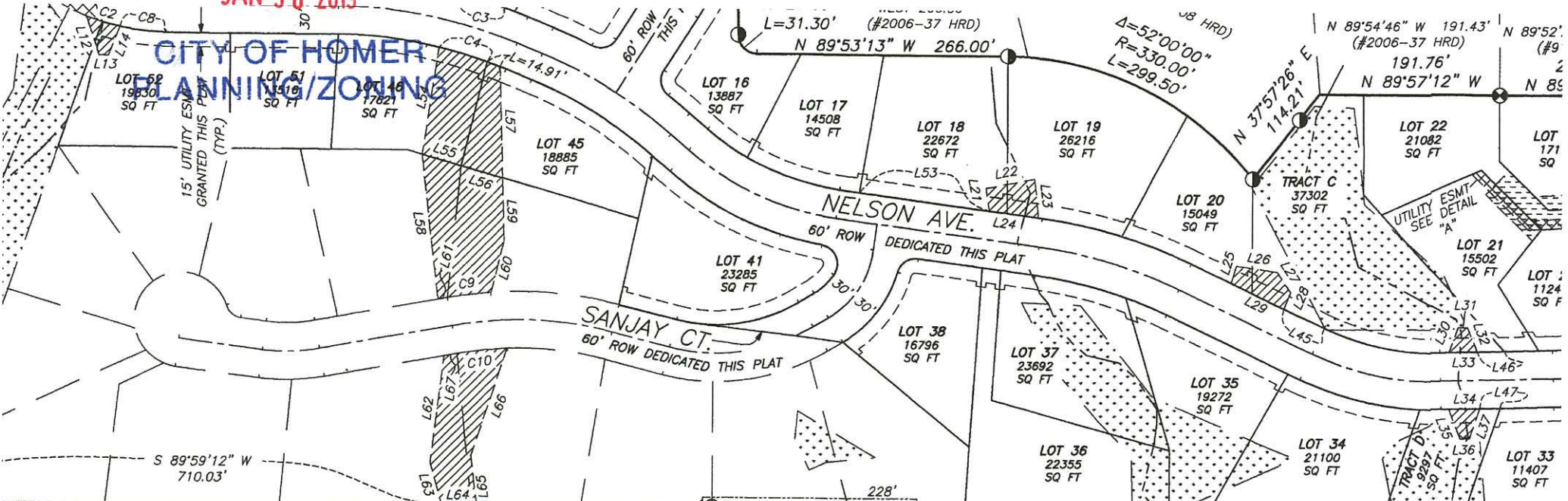


*Disclaimer:
It is expressly understood the City of
Homer, its council, board,
departments, employees and agents are
not responsible for any errors or omissions
contained herein, or deductions, interpretations
or conclusions drawn therefrom.*

RECEIVED

JAN 30 2019

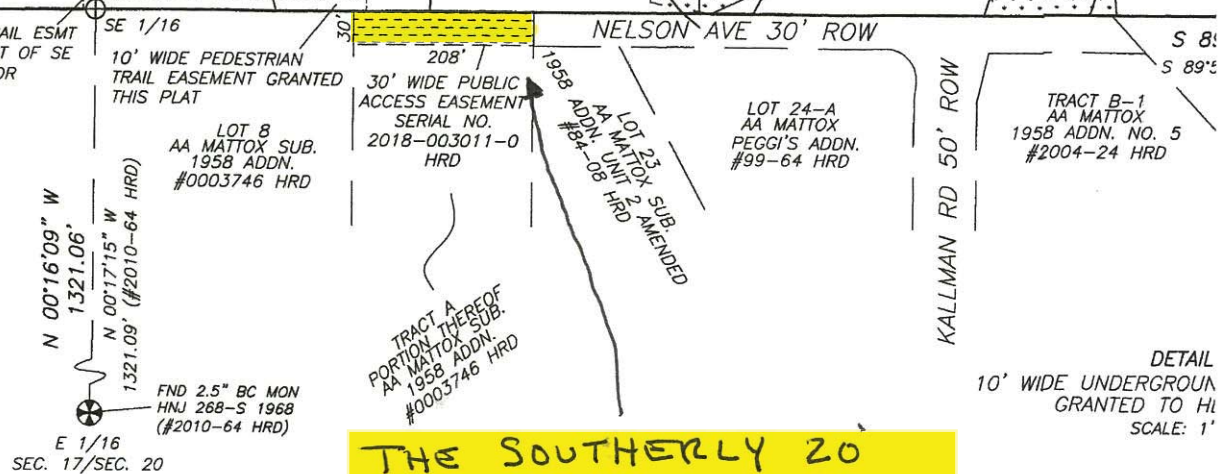
CITY OF HOMER PLANNING/ZONING



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.56'
.48'

NOTES (cont.)

- THERE IS A 15' WIDE NATURAL GAS EASEMENT CENTERED ON THE NATURAL GAS PIPELINES INSTALLED UNDER, OVER, UPON AND THROUGH THIS SUBDIVISION GRANTED TO ENSTAR NATURAL GAS COMPANY RECORDED JUNE 7, 2018 SERIAL NO. 2018-001611-0 HRD. THE GAS LINE HAS NOT BEEN INSTALLED OR SURVEYED AS OF THE TIME OF RECORDING THIS PLAT.
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- THERE IS A 20' WIDE DRAINAGE EASEMENT CENTERED ALONG THE EXISTING CREEKS DEPICTED ON THIS PLAT.



THE SOUTHERLY 20' TO BE VACATED. THE NORTHERLY 10' REMAINS PUBLIC ACCESS.

DETAIL
10' WIDE UNDERGROUND
GRANTED TO HI
SCALE: 1"

NOTES

1. NO PERMANENT STRUCTURES SHALL BE CONSTRUCTED OR PLACED WITHIN A UTILITY EASEMENT WHICH WOULD INTERFERE WITH THE ABILITY OF A UTILITY TO USE SAID EASEMENT.

2. THESE LOTS ARE SERVED BY CITY OF HOMER WATER AND SEWER.

NOTARY'S ACKNOWLEDGMENT

FOR: _____

ACKNOWLEDGED BEFORE ME THIS _____

DAY OF _____, 2019

NOTARY PUBLIC FOR ALASKA

MY COMMISSION EXPIRES _____

WASTEWATER DISPOSAL

WASTEWATER TREATMENT AND DISPOSAL SYSTEMS MUST MEET THE REGULATORY REQUIREMENTS OF THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION.

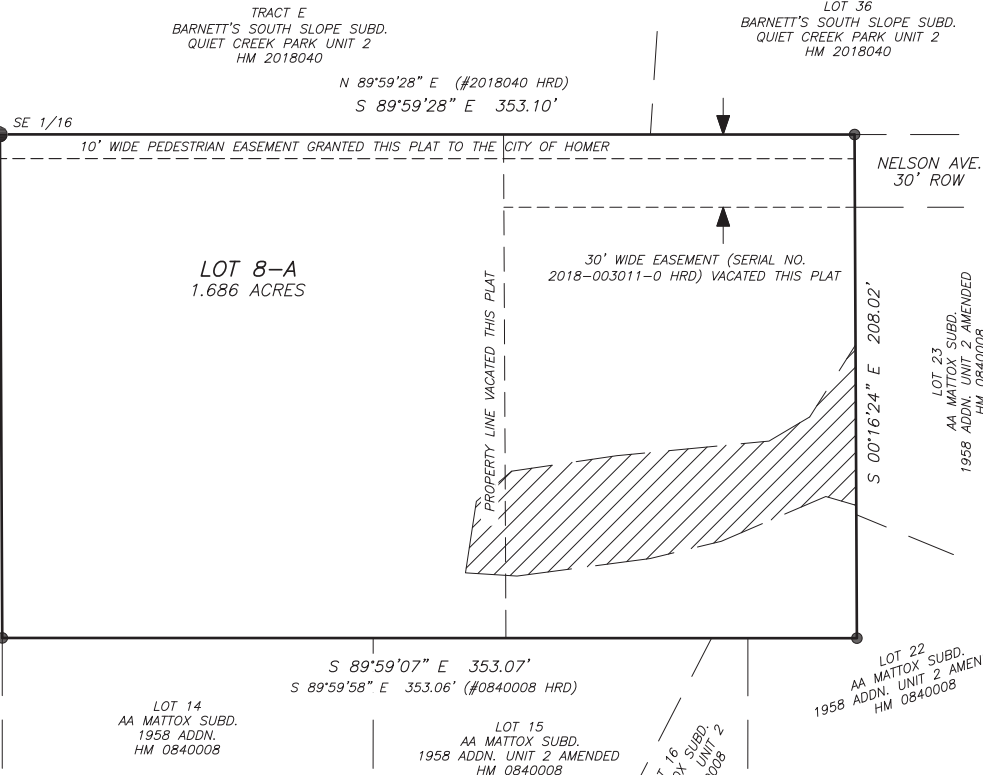
LEGEND

- FND 2" AC ON 5/8" REBAR 7968-S 2018
- FND 5/8" REBAR

 APPROX. LOCATION 20% GRADE OR STEEPER

TRACT 1A-1 HIGH SCHOOL SUBD. NO. 3 HM 0940035

S 00°16'09" E 208.02'



PLAT APPROVAL

THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF _____

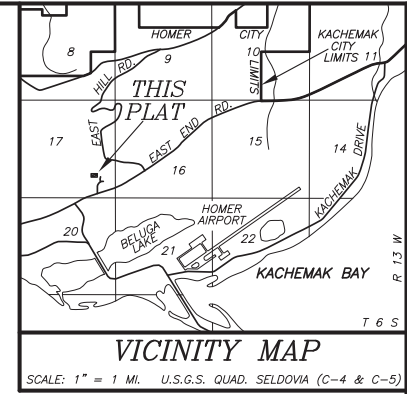
BY: _____ AUTHORIZED OFFICIAL
KENAI PENINSULA BOROUGH

DATE _____

RECEIVED

2/5/2019

CITY OF HOMER
PLANNING/ZONING



CERTIFICATE OF OWNERSHIP

I HEREBY CERTIFY THAT ECHO TRADING COMPANY, LLC IS THE OWNER OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREON, THAT ON BEHALF OF ECHO TRADING COMPANY, LLC I HEREBY ADOPT THIS PLAN OF SUBDIVISION, AND BY MY FREE CONSENT DEDICATE ALL RIGHTS OF WAY AND PUBLIC AREAS TO PUBLIC USE, AND GRANT ALL EASEMENTS TO THE USE SHOWN HEREON.

PAUL NEAL III, TRUSTEE
DELTA TRANSFER AND STORAGE TRUST
AS THE OWNER OF: ECHO TRADING COMPANY, LLC
P.O. BOX 3368
HOMER, AK 99603-3368

HOMER RECORDING DISTRICT KPB FILE NO. 2019-XXX

**AA MATTOX SUBD.
GWEN'S 2019 ADDN.**

A REPLAT OF LOT 8 AND TRACT A PORTION THEREOF, AA MATTOX SUBD. (HM 0003746) LOCATED WITHIN THE NW 1/4 SE 1/4 SE 1/4, SEC 17, T. 6 S., R. 13 W., SEWARD MERIDIAN, KENAI PENINSULA BOROUGH, THIRD JUDICIAL DISTRICT, ALASKA CONTAINING 1.686 ACRES

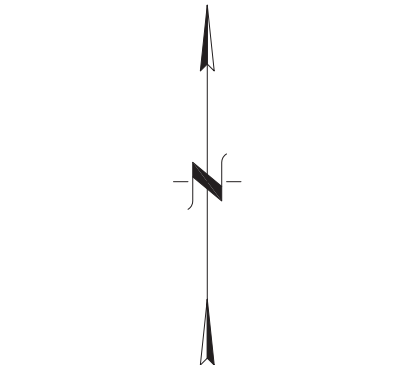
**SEABRIGHT SURVEY + DESIGN
KENTON T. BLOOM, P.L.S.**

1044 EAST ROAD, SUITE A
HOMER, ALASKA 99603
(907) 235-4247

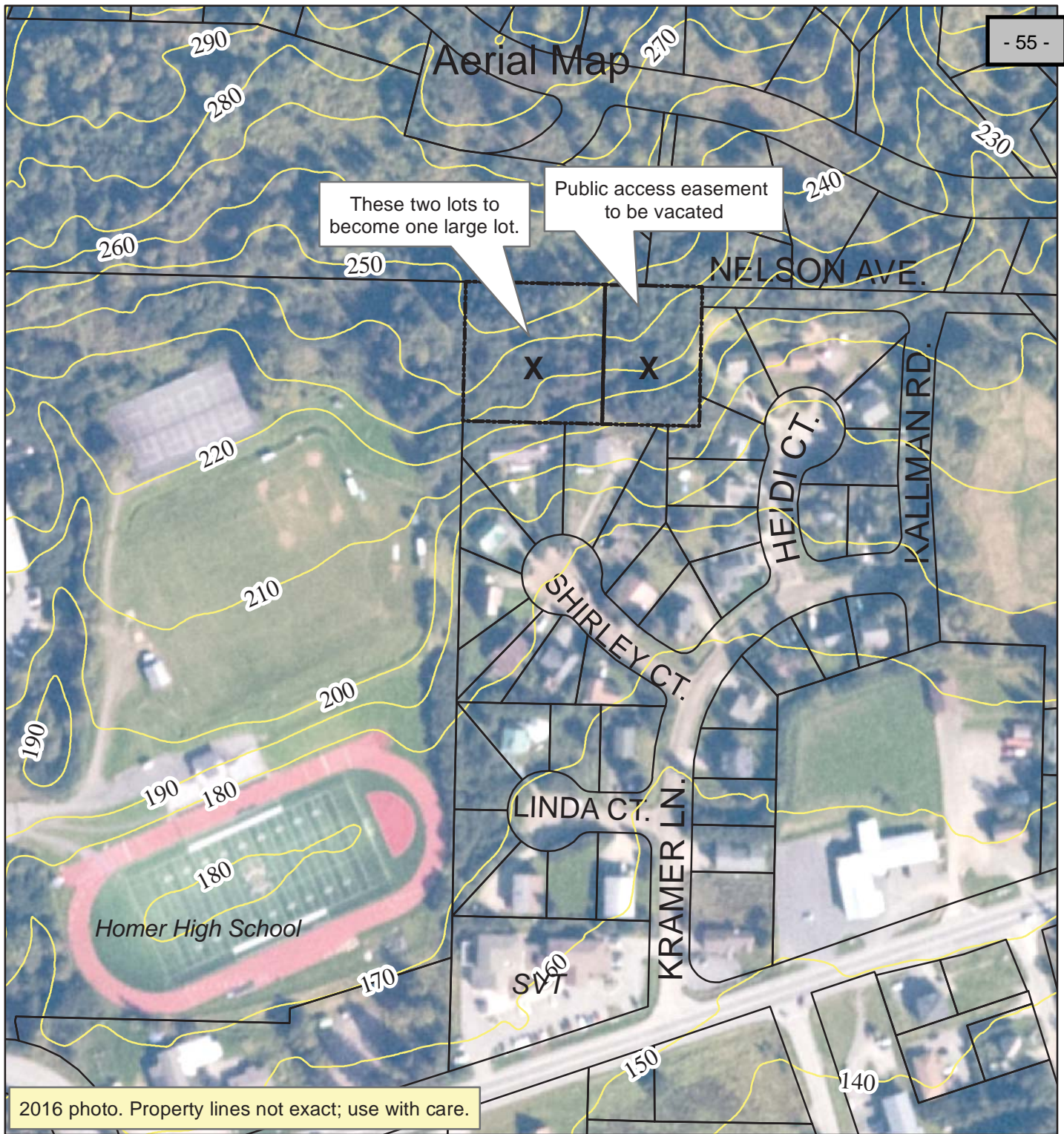
CLIENT: ECHO TRADING COMPANY LLC
P.O. BOX 3368, HOMER, AK 99603

DRAWN BY: KK CHKD BY: KB JOB #2019-03

DATE: 1/2019 SCALE: 1"=40' SHEET #1 OF 1



Aerial Map



2016 photo. Property lines not exact; use with care.



City of Homer
Planning and Zoning Department

February 5, 2019



Disclaimer:
It is expressly understood the City of Homer, its council, board, departments, employees and agents are not responsible for any errors or omissions contained herein, or deductions, interpretations or conclusions drawn therefrom.

Kenai Peninsula Borough

PLANNING COMMISSION DESK PACKET

**APRIL 8, 2019
7:30 p.m.**

From: Dolma Family <dolma@ptialaska.net>
Sent: Friday, April 05, 2019 12:54 PM
To: Reif, Jordan; Sweppy, Maria; planning@ci.homer.ak.us
Subject: Easement

AAMattox Sub Gwen's 2019 Adn . I am concerned about the loss of easement and future flooding in the lots below AA. All of the trees and shrubbery have been removed from the new subdivision putting the historic lots below at risk of flooding. There is need to slow down the natural water flow. We would like to request adequate engineering for water runoff increased water runoff load. Drain off for any future roads needs to be addressed including indigenous vegetation buffer. Please take into consideration the risk of flooding to our home.

From: [Tony Neal](#)
To: [Reif, Jordan](#)
Cc: "[Kenton Bloom](#)"; dolma@otialaska.net; "[Susannah Webster](#)"
Subject: FW: AA Mattox Subdivision Gwen"s 2019 Addition Vacate Public Access Easement KPB 2019-026V
Date: Friday, April 05, 2019 4:36:55 PM
Attachments: [image001.png](#)
[Untitled attachment 00117.html](#)
[Dolma Comment 4_5_19.pdf](#)
[Untitled attachment 00120.html](#)

Hello Jordan, Kenton sent on the Dolma comments to me for response.

The easement that is being vacated was only created in November, 2018, it has existed only a little more than 5 months. The trees that concern the Dolmas were cut long before that. There is no connection between the easement and its vacation, and potential flooding on the Dolma property. The Dolmas border a very small part of the AA Mattox lot on the south side. Trees were cut on AA Mattox lot. Much later, In November, the public easement was created on the north side of the AA Mattox lot, no trees were cut, no drainage altered, nothing changed. Now, that easement is redundant, serves no purpose, and needs to be vacated, taking it back to how it was in November, 2018.

In addition, the drainage flow from Quiet Creek Park above, and from the easement in question, does not flow south towards Dolmas, it flows east into wetlands and a creek that remain intact and undisturbed. No easement flow or drainage affects the Dolma property.

The Dolma concern of flooding, valid or not, is not from any water or flow that originates on or near the easement.

The Nelson thirty foot wide half street was platted 60 years ago. To provide a legal access to Lot 8, a lot that had been approved years ago without any legal access, the Borough required us to extend the Nelson thirty foot half street 170 feet more to reach that Lot 8, and that was done. But now that the two lots are being combined, that additional 170 feet easement is not required and not necessary, more harmful than helpful.

And, the drainage along the easement, or the non-easement after vacation, is due east, not south towards Dolmas, some 208 feet away. There is simply no connection between drainage concerns of Dolmas and drainage flow from this easement.

And .. while we are vacating the easement, we have granted to the City a 10' trail easement to connect trail from the high school, a benefit to the public and no harm to the Dolmas.

Thank you, Tony Neal for Echo Trading Company LLC.

From: Kenton Bloom [mailto:seabrightz@yahoo.com]
Sent: Friday, April 5, 2019 2:21 PM

To: tonyneal@popsiefishco.com

Subject: Fwd: AA Mattox Subdivision Gwen's 2019 Addition Vacate Public Access Easement KPB 2019-026V

Sent from my iPhone

Begin forwarded message:

From: "Reif, Jordan" <jreif@kpb.us>

Date: April 5, 2019 at 6:01:45 PM EDT

To: "Kenton Bloom - Seabright Surveys (seabrightz@yahoo.com)" <seabrightz@yahoo.com>

Subject: AA Mattox Subdivision Gwen's 2019 Addition Vacate Public Access Easement KPB 2019-026V

Hi Kenton,

Attached please find a comment from the public on AA Mattox Subdivision Gwen's 2019 Addition Vacate Public Access Easement KPB 2019-026V that may require your attention.

Jordan Reif
Platting Technician
(907) 714-2200
(907) 714-2378 Fax

ORDINANCE REFERENCE SHEET
2019 ORDINANCE
ORDINANCE 19-16

An Ordinance of the City Council of Homer, Alaska, Amending HCC Chapter 5.06, Nuclear Free Homer, to Update and Reflect Current Practices and Terminology.

Sponsor: Erickson

1. City Council Regular Meeting April 22, 2019 Introduction

CITY OF HOMER
HOMER, ALASKA

Erickson

ORDINANCE 19-16

AN ORDINANCE OF THE CITY COUNCIL OF HOMER ALASKA
AMENDING HOMER CITY CODE CHAPTER 5.06, "NUCLEAR
FREE HOMER," TO UPDATE AND REFLECT CURRENT
PRACTICES AND TERMINOLOGY

WHEREAS, This section of code is 30 years old and the Homer City Council wants to update it to reflect current practices and terminology; and

WHEREAS, Amendments to chapter 5, Nuclear Free Homer, are necessary to clarify that medical technology that uses small amounts of radiopharmaceuticals is permitted in the City of Homer to help support effective treatment for patients locally; and

WHEREAS, The establishment of a Nuclear Free Zone addresses the concerns and intentions of the people of Homer and creates a feeling of safety and goodwill that will support a healthy community and protect Homer residents and visitors.

NOW, THEREFORE, The City of Homer Ordains:

Section 1: Homer City Code 5.06 Nuclear Free Homer is hereby amended to read as follows:

Chapter 5.06
NUCLEAR FREE HOMER

Sections:

- 5.06.010 Purpose.
- 5.06.020 Definitions.
- 5.06.030 Prohibitions.
- 5.06.040 Exclusions.
- 5.06.050 Signs.
- 5.06.060 Violation – Penalty.

5.06.010 Purpose.
The purpose of this chapter is to establish the City as a nuclear free zone, ~~to acknowledge the orientation of its business community toward peaceful development and to protect the health and safety of the community and its resources on land and sea by prohibiting work on or storage of nuclear weapons or the storing or dumping of radioactive material within the City,~~ **and to acknowledge the economic, health and safety threats posed by nuclear weapons, facilities, materials, and waste and acknowledge the City's commitment to protecting people and the environment within its jurisdiction from the dangers of nuclear weapons and/or exposure to unnecessary radioactive material.**

46
47 5.06.020 Definitions.
48 For the purpose of this chapter, the following definitions shall have the meanings set forth
49 below:

50
51 "Component of a nuclear weapon" means any device, radioactive or nonradioactive, specially
52 designed or modified for exclusive use as part of a nuclear weapon.

53
54 "Direct activities of the Federal government" means actions of the Federal government or of
55 its agencies, but shall exclude actions of independent contractors.

56
57 "Nuclear weapon" means any device, the intended explosion of which results from the energy
58 released by fission or fusion reactions involving atomic nuclei, including the means of guiding,
59 transporting, propelling or triggering of the device; provided, that such means is destroyed or
60 rendered useless in the normal guiding, transporting, propelling, or triggering of the device.

61
62 "Person" means any individual, corporation, institution, or other entity.

63
64 "Radioactive material" means any radioactive material which is the by-product of any nuclear
65 reaction or nuclear weapons production, any radioactive material or spent energy in the form
66 of particles or rays by spontaneous disintegration of atomic nuclei, and any other material
67 which the Nuclear Regulatory Commission determines to be special nuclear materials, except
68 as specifically exempted in HCC 5.06.040. [Ord. 89-12 § 3, 1989].

69
70 5.06.030 Prohibitions.

71
72 a. Prohibition of Nuclear Weapons Work. After the effective date of the ordinance codified in
73 this chapter, a person may not knowingly design, produce, deploy, launch, maintain or store
74 nuclear weapons or the components of nuclear weapons. A person may not produce, store or
75 dump radioactive material.

76
77 b. Prohibition of Storage or Dumping of Radioactive Material. A person may not establish,
78 construct, or operate a radioactive material disposal site or store or dump any radioactive
79 material except as specifically exempted in HCC 5.06.040.

80
81 5.06.040 Exclusions.

82 Nothing in this chapter prohibits:

83
84 ~~a. The use of radioactive material in nuclear medicine or in medical or other research not~~
85 ~~intended to be applied in nuclear weapon technology; The use of radiopharmaceuticals used~~
86 ~~in nuclear medicine procedures and medical testing, x-ray technology tracer studies or~~
87 ~~substantially similar technology used for substantially similar uses.~~
88

- 89 b. Any writing or speech devoted to public commentary or debate, or other expression
90 protected by the First Amendment to the United States Constitution;
91
- 92 c. Uses of small amounts of radioactive materials for smoke detectors, light-emitting watches
93 and clocks, gauges, and other similar consumer and industrial devices;
94
- 95 d. Uses of small amounts of radioactive materials for educational purposes by a recognized
96 education institution;
97
- 98 e. Industrial applications of x-ray technology and tracer studies;
99
- 100 f. Direct activities of the Federal and State governments that are exempted by Federal or State
101 law from the application of the prohibitions under this chapter;
102
- 103 g. Storage of radioactive materials for activities excluded under this section.

104
105 5.06.050 Signs.

106
107 The City shall post and maintain at least two signs proclaiming Homer’s status as nuclear free
108 zone, one in a prominent area of the port and harbor, the preferred location on the side of the
109 Port and Harbormaster’s office(s), and the other outside the City Hall preferably on or adjacent
110 to the existing City Hall sign. The size and other aspects of the sign shall conform to Chapter
111 21.60 HCC.

112
113 5.06.060 Violation – Penalty.

114
115 Each violation of this chapter shall be punishable by up to 30 days’ imprisonment or a \$500.00
116 fine or both. Each day upon which a violation occurs or continues is a separate violation.

117
118 Section 2. This ordinance shall take effect upon its adoption by Homer City Council.

119
120 Section 3. This ordinance is of a permanent and general character and shall be included
121 in Homer City Code.

122
123 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___ day of _____,
124 2019.

125 CITY OF HOMER

126
127 _____
128 KEN CASTNER, MAYOR

129
130 ATTEST:

131
132 _____

133 MELISSA JACOBSEN, MMC, CITY CLERK

134

135 YES:

136 NO:

137 ABSTAIN:

138 ABSENT:

139

140 First Reading:

141 Public Hearing:

142 Second Reading:

143 Effective Date:

144

145 Reviewed and approved as to form.

146

147

148 _____
Katie Koester, City Manager

149

150 Date: _____

Holly C. Wells, City Attorney

Date: _____

ORDINANCE REFERENCE SHEET
2019 ORDINANCE
ORDINANCE 19-17

An Ordinance of the City Council of Homer, Alaska, Amending the 2019 Capital Budget by Appropriating Funds in the Amount of \$40,000 from the Port and Harbor Reserves Fund for a Consultation Contract that Evaluates Options and Lists Recommendations for Optimizing and Upgrading the Ice Plant.

Sponsor: Stroozas

1. City Council Regular Meeting April 22, 2019 Introduction

CITY OF HOMER
HOMER, ALASKA

Stroozas

ORDINANCE 19-17

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING THE 2019 CAPITAL BUDGET BY APPROPRIATING
FUNDS IN THE AMOUNT OF \$40,000 FROM THE PORT AND
HARBOR RESERVES FUND FOR A CONSULTATION CONTRACT
THAT EVALUATES OPTIONS AND LISTS RECOMMENDATIONS
FOR OPTIMIZING AND UPGRADING THE ICE PLANT.

WHEREAS, 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; and

WHEREAS, Although the Ice Plant has been well maintained since its construction in 1983, efficiencies will be gained by upgrading certain key components of the plant with current technologies, which may include replacing the refrigeration compressors, integrating natural gas into the process, and upgrading the control systems; and

WHEREAS, The Port and Harbor Department listed the Ice Plant Upgrade as the Department’s first priority in the City of Homer 2019-2024 Capital Improvement Plan with “seeking bids from qualified firms for the purpose of performing a site visit to Homer’s Ice Plant to create a list of recommendations and options for upgrading the facility” listed as the project’s first step; and

WHEREAS, On February 15th, 2019 a Request for Proposals for consultation regarding upgrades to the Ice Plant was issued in order to secure a firm that could visit Homer, evaluate options, and provide a list of recommendations for optimizing and upgrading the Ice Plant property; and

WHEREAS, Once the Request for Proposals closed March 14th, 2019, proposals were evaluated by a selection committee of staff which determined a budget of \$40,000 adequately funds the consultation services; and

WHEREAS, The Port and Harbor Advisory commission reviewed the proposed scope of the project at the March 27th, 2019 meeting and recommended Council support the Ice Plant Upgrade Consolation RFP project.

NOW, THEREFORE, The City of Homer Ordains:

45 Section 1: That the FY 2019 Capital budget is hereby amended by appropriating funds
46 in the amount of \$40,000 from the Port and Harbor Reserves Fund for the purpose of funding a
47 consultation contract that would evaluate options and list recommendations for optimizing
48 and upgrading the Ice Plant at the Fish Dock as follows:

49
50

<u>Account No.</u>	<u>Description:</u>	<u>Amount:</u>
456-0380	Port & Harbor Reserves Fund	\$40,000

53
54

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

57
58

59 PASSED AND ADOPTED by the Homer City Council this __day of _____, 2019.

60
61

CITY OF HOMER

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64

KEN CASTNER, MAYOR

65
66

67 ATTEST:

68
69

70 _____
71 MELISSA JACOBSEN, MMC, CITY CLERK



Memorandum 19-048

TO: HOMER CITY COUNCIL

THROUGH: KATIE KOESTER, CITY MANAGER

FROM: BRYAN HAWKINS, PORT DIRECTOR/HARBORMASTER

DATE: APRIL 17 2019

SUBJECT: RFP AWARD OF CONTRACT FOR OPTIMIZING AND UPGRADING THE CITY-OWNED ICE PLANT

In the fall of 2018, Harbor staff started to implement phase one of the Ice Plant Upgrade listed in the City of Homer Capital Improvement Plan 2018 – 2023. Burt began by reviewing literature on Industrial Refrigeration Energy Conservation as well as researching qualified West Coast firms in the industry. This research identified 7 general strategies that might meet most of the goals listed in the CIP.

1. Optimize our current system. Our current 2 – stage pumped recirculation system is still a highly respected system design in the industry. However, modern control systems programed with efficiency algorithms and other minor adjustments should provide significant energy savings with minimal capital investment.
2. Upgrade our system with mainstream technology. This option might include (but isn't limited to) installing screw compressors, ice machines that operate at higher suction pressures, high – efficiency electric motors, and Variable Frequency Drives. The energy savings with this strategy might be greater than could be achieved with option 1, but would involve higher initial costs.
3. Same as option 1, but the electricity would be provided by a Natural Gas powered generator.
4. Same as option 2, but the electricity would be provided by a Natural Gas powered generator.
5. Same as option 1, but the electric motors that power our compressors would be replaced with Natural Gas powered internal combustion engines. (Note: staff is not sure if our compressor room is large enough for this option, or if computerized control systems for an arrangement like this is currently available.)
6. Same as option 2, but the electric motors that power our compressors would be replaced with Natural Gas Powered internal combustion engines. (This option is certainly feasible with screw compressors.)
7. Total replacement of our current technology with an absorption system.

Most of these options seem to have advantages and disadvantages. Burt and I then discussed the probable pros and cons of each option, how they relate to our goals, as well as what concerns they would raise, before drafting a preliminary invitation to bid document.

On February 15 2019 a RFP was issued for the purpose of a consultation contract for an evaluation of possible energy saving solutions and upgrades to the current ice plant. This RFP closed on March 14 2019. The responsive proposals were evaluated by a selection committee on criteria that included proposed cost, options for ice plant upgrades, and the overall experience and knowledge of the proposing agency.

Two bids were received, providing the City with a project cost between \$30K and \$40K.

At the March 27 2019 regular meeting, the Port and Harbor Advisory Commission was presented with information on the Ice Plant RFP and it was requested that the Commission review and make a recommendation to City Council regarding the RFP. At the time of the March 27 meeting, the motion was made to recommend to City Council to support the Ice Plant upgrade consultation RFP and Port and Harbor staff's recommendation for contract reward. Vote. Non-Objection. Unanimous Consent.

- 72 -

Taken from the March 27, 2019 meeting minutes:

"Port Director/Harbormaster Hawkins summarized the purpose of the request for proposal for hiring a consultant to help evaluate upgrades needed for the Ice Plant. He explained how staff will be recommending that City Council award the contract to the higher bidder; a local firm from Anchorage with a bid that was around \$40,000. They were much more responsive and more detailed in their proposal on who will be working on the project, versus the other bid that was out of state and was not fully clear on who would be showing up to do the work. There was brief questions/discussion pertaining to the bidders, potential cold storage renovations, and the costs of electricity throughout the Fish Dock facilities. Deputy City Clerk Tussey confirmed with Mr. Hawkins what it is staff is requesting the commission to do, and that the contract award will be at City Council's April 8, 2019 regular meeting."

Recommendation:

Staff recommends City Council amend the 2019 capital budget by appropriating funds in the amount of \$40,000 from the Port and Harbor Reserves Fund for a consultation contract that evaluates options and lists recommendations for optimizing and upgrading the Ice Plant.

REQUEST FOR PROPOSALS
By the City of Homer, Alaska
For Consultation regarding Upgrades to the City-owned Ice Plant

The City of Homer is requesting proposals from qualified firms for the purpose of a consultation contract, which at point of contract award will include performing a site visit to Homer's Ice Plant to evaluate our options and provide a list of recommendations for optimizing and/or upgrading our ice plant and cold storage facility.

We provide flake ice and bait storage for the local halibut, sablefish, and salmon fisheries. This ice is delivered to the Fish Dock by augers. Our refrigeration system was built in 1983 by Seattle Refrigeration & Manufacturing Inc. and has been maintained in close to original condition. As electricity currently, on average, costs over 25 cents per kWh however, we need to make our plant more efficient. If possible, we wish to retain the ease of troubleshooting and the robust dependable nature of our current system while taking full advantage of modern technology. Staff have identified at least 3 different general strategies for reducing our electric bill, but we lack the ability to adequately evaluate these options.

The City reserves the right to accept or reject any or all proposals, to waive irregularities or informalities in the proposals and to award a contract to the respondent that best meets the selection criteria and the City's needs.

A. ICE PLANT DESCRIPTION AND EQUIPMENT

Our plant uses ammonia and is a 100 ton 2 – stage pumped recirculation system with 2 evaporative condensers with centrifugal fans. We currently run with 7 Vilter reciprocating compressors (Model 440) of various sizes including 2, 4, 6, & 16 cylinders. These compressors are controlled by a Barber-Colman Actuator with camshaft and proportional controls. We have 4 North Star 60 ice machines for making ice. This combination gives us maximum flexibility regarding production and repairs. On rare occasions winter temperatures can be as low as – 20° F (10° F is common) while summer days might reach into the 80s. We currently run 9 months per year and use the 3 coldest months for an in-depth maintenance program.

- See Attached Photos : Attachment A

B. GOALS

The primary goal for this evaluation would be to address energy saving solutions to help lower operational costs. This goal leads to at least 3 basic strategies. Our first possibility is to optimize our current system with minimal investment. So one specific question we have is how much can we safely gain by simple operational changes like condenser fan/pump set-points? The second option is to upgrade our system with new equipment. This option includes, but is not limited to, additional condensing capacity to reduce lift, Variable Frequency Drives, and computerized controls. Questions raised by this option include initial costs, life-cycle costs, additional training requirements or the need for specialized technicians, and any other factor that affects Return on Investment. This option will also address our secondary goals of decreased plant maintenance and increased longevity. And finally, we are considering the possibility of powering our plant with Natural Gas. As one Natural Gas option is an industrial sized generator, we need to know the load our system would place on a generator once modifications are complete. We also need to know if using a generator would create any issues in regard to system dependability or regulatory compliance. In all cases, we also are interested in how each option would affect system dependability, durability and our

ability to troubleshoot and make repairs while continuing to operate. The city is only interested in off the shelf proven technology that meets industry standards.

C. RFP GENERAL REQUIREMENTS

To achieve a uniform review process and obtain the maximum degree of comparability, it is required that the proposals be organized in the manner specified below. Proposals that do not address the items listed in this request may be considered incomplete and may be deemed non-responsive by the City.

RFP submission instructions and information are available online at <http://www.cityofhomer-ak.gov/rfps>, or at the Office of the City Clerk, 491 E. Pioneer Avenue, Homer, Alaska 99603. **All bidders must submit a City of Homer Plan Holders Registration form to be on the Plan Holders List and to be considered responsive.** Interested firms or individuals should submit the completed proposal using the following instructions:

One original and two (2) copies of the completed proposal in an opaque envelope marked as follows:

- City of Homer 2019 RFP Ice Plant Upgrade
- Proposal Date
- Bidders Name and Address

The Proposal submittals shall be addressed to:

City of Homer
City Clerk's Office
491 E. Pioneer Ave.
Homer, Alaska 99603

Proposals shall be received at the Office of the City Clerk **no later than 2:00 p.m. Thursday, March 14 2019**. The time of receipt will be determined by the City Clerk's time stamp. Proposals received after that time shall not be considered. The City Clerk's Office does not provide envelopes for responsive firms to put their completed proposals in, nor will the Clerk's Office Staff write proposer's information on the envelope on their behalf.

Please direct RFP submission questions to Melissa Jacobsen, City Clerk, at (907) 235-3130. Please direct technical questions to Burton Gregory, Ice Plant Manager, at (907) 235-3162 and in writing at bgregory@ci.homer.ak.us, or to 4311 Freight Dock Road, Homer, AK 99603.

D. PROPOSAL FORMAT AND CONTENT

To be considered responsive, each proposal must include the following:

- A written narrative (five page maximum) including:
 - Firm or Company, their team experience in refrigeration, electrical and control systems and their past experience in similar projects
 - Estimated Cost of the firm or company's consultation effort to provide a more detailed operational plan for the proposed option/options and an estimated start date availability/timeline for the consultation work should the firm be awarded the contract.
 - A list of three proposed options for Ice Plant Upgrade with brief description (past examples of similar projects can be used to fulfill this requirement). At least one option should

include natural gas. Options should be a general overview only and not a detailed plan. An operational plan encompassing the goals listed in section B will be required at completion of an awarded contract.

E. EVALUATION CRITERIA AND SELECTION PROCESS:

The City of Homer reserves the right to reject any and all proposals submitted and shall not be liable for any costs incurred by any proposer in response to this solicitation or for any work done prior to the issuance of a notice to proceed or signed contract.

A selection committee will evaluate the proposals and make a recommendation to the City Manager. Evaluators may discuss factual knowledge of, and may investigate proposer’s prior work experience and performance. This includes information referenced in the proposal, available written evaluations, and contacted references that were listed or other persons knowledgeable of a proposer's past performance. Factors such as overall experience relative to the proposed contract, quality of work, cost control, and the ability to meet schedules may be addressed during the evaluation. Submittals will be evaluated and scored in accordance with the following criteria:

1. Proposed Consultation Contract Costs to provide an operational plan for ice plant upgrade	35 points
2. Team/Experience & Knowledge, electrical Refrigeration, and control systems	35 points
3. Proposed Options	<u>30 points</u>
Maximum Score	100 points

The City of Homer reserves the right to award a contract to the highest ranked firm based solely on the written proposal or request oral interviews with a “short list” of the highest ranked firms.

ATTACHMENT A







Ice Plant Upgrade

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 there may be efficiencies 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, and longevity. 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:

2018: Phase 1 completion and upgrade plan finalized;

2019: Design and engineering for upgrade;

2020: Upgrade ice plant.

Priority: 1



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

ORDINANCE REFERENCE SHEET
2019 ORDINANCE
ORDINANCE 19-18

An Ordinance of the City Council of Homer, Alaska, Amending the 2019 Capital Budget to Appropriate Funds in the Amount of \$229,452 from the City Hall Reserve Account for the City Hall Roof Replacement Project.

Sponsor: City Manager/Public Works Director

1. City Council Regular Meeting April 22, 2019 Introduction

Memorandum 19-047 from Public Works Superintendent as backup

CITY OF HOMER
HOMER, ALASKA

City Manager/
Public Works Director

ORDINANCE 19-18

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING THE 2019 CAPITAL BUDGET TO APPROPRIATE
FUNDS IN THE AMOUNT OF \$229,452 FROM THE CITY HALL
RESERVE ACCOUNT FOR THE CITY HALL ROOF REPLACEMENT
PROJECT.

WHEREAS, The City Hall roof needed replacement several years ago; and

WHEREAS, Funding for the design of the City Hall Roof Replacement project was approved by the City Council as part of the 2018 capital budget; and

WHEREAS, Public Works has coordinated the design of the replacement project and plans/specifications are ready for bidding; and

WHEREAS, The estimated cost to replace the roof is \$229,452 (see Memorandum 19-047 from Public Works).

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY 2019 Capital Budget to appropriate \$229,452 from the City Hall Reserve Account for the replacement of the City Hall roof.

Expenditure:

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
156-0384	City Hall Reserve	\$229,452

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

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 13th day of May, 2019.

CITY OF HOMER

KEN CASTNER, MAYOR

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ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Introduction:
Public Hearing:
Second Reading:
Effective Date:

YES:
NO:
ABSTAIN:
ABSENT:

Reviewed and approved as to form:

Katie Koester, City Manager

Date: _____

Holly Wells, City Attorney

Date: _____



City of Homer

Dan Gardner, Superintendent

Public V - 85 -
3575 Heath Street
Homer, AK 99603
dgardner@ci.homer.ak.us
(p) 907-235-3170
(f) 907-235-3145

MEMORANDUM 19-047

To: Carey S. Meyer, PW Director
From: Dan Gardner, PW Superintendent
Date: April 10, 2019
Subject: **City Hall Roof Replacement
Construction Funding**

As part of the 2018 budget, funding for the design of the City Hall Roof Replacement was approved. That design is complete and plans/specifications are ready for bidding.

Funding for construction is requested in the amount of \$229,452.

Engineer's Estimate from August, 2018	\$203,654
1.75% for inflation	\$ 3,564
Bidding & Construction Inspection Services	\$ 18,234
City Expenses (electrical, IT, hardware, etc.)	<u>\$ 4,000</u>
Total	\$229,452

Once funding is approved, bidding should take place in May/June, with construction occurring sometime in July to August.

CITY OF HOMER
HOMER, ALASKA

Mayor

RESOLUTION 19-023

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
SUPPORTING REVISIONS TO HOMER CITY CODE CHAPTER
3.05, BUDGET THAT CODIFY A BIENNIAL BUDGET

WHEREAS, The City of Homer is on an annual calendar year budget cycle; and

WHEREAS, Months of work by staff, commissions and city council are put into an annual budget process that changes very little from year to year; and

WHEREAS, In October when a new mayor and/or councilmembers take office they are faced with a budget that has been just introduced without time to get their feet under them; and

WHEREAS, A biennial budget that is adopted every odd year will allow the mayor to become more familiar with the process and city finances; and

WHEREAS, A biennial budget will allow for a better ability to plan for the future by taking a longer view at anticipated expenses and revenue trends; and

WHEREAS, A biennial budget will free up time to provide more oversight on the implementation of the budget by the administration and city council including reviewing quarterly reports and revenue trends.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska supports changes to Title 3.05, Budget, that codify a biennial budget to be adopted by City Council on odd numbered years.

BE IT FURTHER RESOLVED, That the City Council of Homer, Alaska directs the City staff to develop a proposed ordinance amending Title 3.05 that incorporates the following concepts:

- Council review and adjustments to the operating budget at intervals to be determined;
- Mid-term ability to reallocate surplus funds into the capital budget or other purposes;
- A requirement that capital items have an identified useful life and replacement plan, whether through a schedule of amortization and savings or future expensing through the operating budget; and
- An annual review of all fund balances.

PASSED AND ADOPTED by the Homer City Council this 22nd day of April, 2019.

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CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal note: N/A

CITY OF HOMER
HOMER, ALASKA

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RESOLUTION 19-024

A RESOLUTION OF THE HOMER CITY COUNCIL APPROVING
THE AMERICANS WITH DISABILITIES ACT TRANSITION PLAN
FOR CITY OF HOMER FACILITIES.

WHEREAS, The Americans with Disability Act (ADA) requires that State and local governments comply with Title II of the ADA that covers programs, activities, and services of public entities; and

WHEREAS, Title II is intended to protect qualified individuals with disabilities from discrimination on the basis of disability in the services, programs, or activities of all State and local governments; and

WHEREAS, The Homer City Council established the ADA Compliance Committee via Resolution 16-019 to develop a transition plan and establish a grievance procedure; and

WHEREAS, Members of the ADA Compliance Committee and City staff performed evaluations of City buildings, including public restrooms, and some amenities in the Homer harbor; and

WHEREAS, A representative from the Northwest ADA Center worked with staff and the Committee to survey the Homer harbor; and

WHEREAS, The Transition Plan is a living document that identifies barriers and sets out a schedule to take action to address the barriers and improve accessibility to City facilities for all; and

WHEREAS, The ADA Compliance Committee will review and update the Transition Plan annually or as needed to identify work completed, add barriers that may arise in the future, and identify interim steps as needed when achieving compliance will take longer than a year to accomplish; and

WHEREAS, The Committee will provide updates to the Transition Plan to the City Council under Committee reports.

NOW, THEREFORE, BE IT RESOLVED that the Homer City Council approves the the ADA Transition Plan for City of Homer Facilities.

PASSED AND ADOPTED by the Homer City Council this 22nd day of April, 2019.

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ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

KEN CASTNER, MAYOR

Fiscal Note: N/A



City of Homer

ADA Transition Plan

Self-Evaluation on ADA Compliance Issues

INTRODUCTION

Background, Purpose, & Goals of the Plan

City of Homer’s Resolution 16-019 established the Americans with Disabilities Act (ADA) Compliance Committee to develop a Transition Plan and establish a grievance procedure to comply with ADA requirements; it also appointed Melissa Jacobsen, then Deputy City Clerk, as the ADA Coordinator for the City of Homer. The grievance procedure was adopted May 23, 2016 per Resolution 16-057 and grievance forms are now available on the City of Homer’s website and through the City Clerk’s Office.

For the Transition Plan, the outlined scope of work included:

- Preparing a self-evaluation of the City’s policies and practices and analyze whether these policies and practices adversely affect the full participation of individuals with disabilities in its programs, activities, and services
- Performing a self-evaluation of City facilities for compliance with ADA requirements for accessibility by individuals with disabilities
- Developing a Transition Plan based on the self-evaluations that lists the physical barriers of the City’s facilities that limit the accessibility of its programs, activities, or services to individuals with disabilities; the methods to be used to remove the barriers and make the facilities accessible; and the schedule for taking necessary steps to achieve compliance.

City Council appropriated \$25,000 in the 2017 budget to engage professional support to the committee to develop the self-evaluation and Transition Plan, and adopted Resolution 17-75(A) committing to continual work towards becoming a city that is universally accessible to all.

Self-Evaluation Process

City of Homer Staff and ADA Compliance Committee members received training on performing self-evaluations and Transition Plans from David Barton of the Northwest ADA Center. The Northwest ADA Center is funded by the National Institute on Disability, Independent Living, and Rehabilitation Research (NIDILRR), and is part of the ADA National Network Centers which are a national platform comprised of ADA professionals and experts charged with assisting businesses, state and local governments, and people with disabilities to be user friendly to disability and the effect the variety of health conditions can have on society.

Following the training, the ADA Compliance Committee reviewed Transition Plans prepared by other Alaska municipalities and discussed whether to contract the self-evaluation and Transition Plan development or self-perform the work. The committee decided to self-perform the work with the support of City of Homer staff, with the option of contracting for aspects of the self-evaluation and Transition Plan that exceeded the expertise of the committee and City staff.

City facilities included in the self-evaluation:

- City Hall
- Homer Public Library
- Public Works Building (public entry only)
- Public Restrooms located on Pioneer Avenue and Homer Spit
- HVFD Fire Hall (public entry only)
- Airport (public spaces)
- Baycrest Overlook and Restroom
- Port and Harbor Office
- Load and Launch Ramp
- Small Boat Harbor Ramps and Float System
- Harbor Facility Parking including Fee Pay Lots
- Fish Cleaning Stations
- Nick Dudiak Fishing Lagoon

Several of the facilities were excluded from the self-evaluation due to the following reasons:

- Homer Police Station – At the time of the self-evaluation Homer City Council was evaluating a new police station building; the current Police Station has known ADA compliance issues that will be addressed in a new building.
- Homer Education and Recreation Complex (HERC) – The HERC consists of the old Homer Middle School (HERC-1) and the old Homer High School (HERC-2); at the time of the self-evaluation the status of HERC-1 was in flux and the committee decided to not evaluate the building knowing that any improvements to the building would address known ADA compliance issues; HERC-2 is used by Public Works Maintenance Staff and is not open to the public.
- City Park Restrooms (e.g. Karen Hornaday Park) were not included in the plan because they were constructed prior to standard ADA regulations and are completely out of compliance.
- Bishop's Beach Restrooms were determined to not have ADA issues, therefore are not included.
- ADA compliance issues pertaining to Public Works and HVFD's public areas are limited to just their entrances; the remainder of the buildings/facilities are employee access only and therefore not subject to this Transition Plan.

Staff from the City Clerk's Office and Public Works, members of the ADA Compliance Committee, and interested members of the public visited City facilities and (using standardized evaluation sheets from the Northwest ADA Center) measured/evaluated parking areas, curbs and sidewalks, building entrances, counter spaces, seating, restrooms, and other public spaces for accessibility by individuals with disabilities.

While conducting the facility evaluations, City staff and the ADA Compliance Committee developed a list of questions related to ADA compliance requirements. Additionally, many of the harbor facilities, such as the ramps, float system, and fish cleaning stations, required specialized expertise to evaluate. To address these issues, the City established a contract with the Northwest ADA Center and David Barton to assist with answering questions and evaluating the more-specialized areas/facilities; those facilities were included in an assessment report by the Northwest ADA Center which has been incorporated into this Transition Plan.

Following all measurements/evaluations, the committee reviewed the data to determine where facilities were in compliance and where they were not. Items not in compliance were compiled into a spreadsheet as part of this Transition Plan.

[Transition Plan Development](#)

The ADA Compliance Committee reviewed the spreadsheet with Public Works and Port and Harbor staff to refine the list into a more efficient, applicable plan. During the process, some issues were removed for several reasons:

- Items were corrected at the time of measurement (e.g., the effort required to open a door) and will continue to be ongoing maintenance items per Public Work's policy and/or Building Maintenance job descriptions.
- Items were easily correctable, and were resolved during or shortly after the self-evaluation was conducted (e.g., materials blocking an accessible counter).
- Items identified at the harbor by the Northwest ADA Center were incorrect and the Port and Harbor Director provided more detailed information regarding facility use that was not readily available at the time of evaluation.

These items are included in an Addendum at the end of the Transition Plan to acknowledge and document the initial findings.

PRIORITY RANKING: Once an accurate list of non-compliant items was compiled, the ADA Compliance Committee ranked each item based on the following priorities for resolution as per ADA standards for accessible design:

- Priority 1: Building accessibility including parking, access routes, and main building entrances
- Priority 2: Equitable access to goods and services
- Priority 3: Restrooms
- Priority 4: All other measures to improve accessibility

COST/IMPACT RANKING: Public Works and Port and Harbor Staff were consulted to rank each compliance issue based on the level of impact to the department’s budget and staff time required to complete the project. Definitions for Cost/Impact Rankings are:

- 1 – Project can be completed by City of Homer staff at low cost and with a low amount of effort.
- 2 – Project can be completed by City of Homer staff, the cost would be moderate and/or would require a moderate level of scheduling in association with other staff duties to complete.
- 3 – Project can be completed by City of Homer staff; however, the cost for materials would be high and/or the time required to complete would be high. Use of a contractor would allow project completion sooner.
- 4C – Project requires specialized tools, skills, and/or level of warranting the use of a contractor.

TIMELINE RANKING: Public Works and Port and Harbor department staff also evaluated the items based on current department workloads and schedules for when in-house and contractor-hired projects could be completed. The timelines for projects completed in-house would be as follows:

- A – Project can be completed in between regularly schedule work as time allows, with completion within one year.
- B – Project requires additional scheduling and budgeting and may be completed within one or two years.
- C – Project requires significant scheduling and budgeting and may be completed within three to five years; could be completed sooner if done by a contractor.

If a contractor is hired to complete a project they may have a more definitive timeline because they must be budgeted in advance. For these items, the Transition Plan lists the estimated year that staff will prepare an Invitation to Bid, include it in their budget requests to City Council, and have the project completed by.

Persons Involved in the Process

A team consisting of City Staff, ADA Compliance Committee members, City residents, and a contractor participated in the self-evaluation, development, and review of the Transition Plan. The table below outlines the individuals involved and their roles in developing the Transition Plan.

INDIVIDUAL	AFFILIATION AND ROLE IN DEVELOPING THE TRANSITION PLAN
Rick Malley	ADA Compliance Committee Chair
Linda Munns	ADA Compliance Committee Chair; support in development of self-evaluation and Transition Plan

Tess Dally	ADA Compliance Committee Vice Chair; participated in measurements for self-evaluation, support in development of Transition Plan
Joyanna Geissler	ADA Compliance Committee member; participated in measurements for self-evaluation, support in development of Transition Plan
Pam VanHoozer	ADA Compliance Committee member; support in development of self-evaluation and Transition Plan
Donna Aderhold	ADA Compliance Committee, City Council Representative; participated in measurements for self-evaluation, support in development of Transition Plan
Melissa Jacobsen	City Clerk’s Office, City Clerk and ADA Coordinator; staff assigned to the ADA Compliance Committee, lead in developing the self-evaluation
Rachel Tussey	City Clerk’s Office, Deputy City Clerk I; Transition Plan preparer
Dan Gardner	Public Works Superintendent; participated in measurements for self-evaluation, estimates for time, cost, and level of effort for the Transition Plan
Mike Riley	Public Works Building Maintenance; participated in measurements for self-evaluation, estimates for time, cost, and level of effort for the transition plan
Bryan Hawkins	Port Director/Harbormaster; consultation on port and harbor-specific ADA compliance issues identified in the self-evaluation and Transition Plan
Aaron Glidden	Port Maintenance Supervisor; provided estimates for time, cost, and level of effort for Transition Plan items at harbor facilities
David Lewis	City Council member and Independent Living Representative; participated in measurements for self-evaluation
David Barton	Northwest ADA Center; aided with measurements and provided support/consultation for self-evaluation

[Implementation of the Transition Plan](#)

The ADA Compliance Committee will review and update the Transition Plan annually or as needed to identify work that has been completed, add barriers that may arise in the future, and identify interim steps. If the time period for achieving compliance is longer than one year, the plan should identify the interim steps that will be taken during each year of the transition period to achieve compliance with Title II of the ADA.

EVALUATION NOTES

- City Hall, Library, Airport, Public Works, Homer Volunteer Fire Department (HVFD), and City Restrooms were evaluated by ADA Compliance Committee Members, City staff, and supporting members.
- Port and Harbor facilities were inspected by David Barton, Northwest ADA Center, with support from ADA Compliance Committee Members and City staff; his final report was merged into this transition plan.
- Cost/impact rankings, in-house/contractor determinations, and timeline estimates were made by Public Works and Port and Harbor Staff.
- City Park Restrooms (e.g. Karen Hornaday Park) were not included in the plan because they were constructed prior to standard ADA regulations and are completely out of compliance.
- The Police Station was not included due to the approval of building a new Police Station.
- The Homer Education and Recreation Complex (HERC) buildings were not included since City Council is still determining the future use or demolition of the buildings per a recent Task Force report.
- Bishop's Beach Restrooms were determined to not have ADA issues, therefore are not included.
- Public Works and HVFD's public areas are limited to just their entrances; the remainder of the buildings/facilities are employee access only.
- Public Works Staff Comments: "If the City does the in-house items, it will take a long time to accomplish, but it could be done. Another approach is to put out a contract to tackle everything."

RANKING NOTES








Priority Rankings based on ADA Standards for Accessible Design	Cost/Impact Rankings based on how cost will affect department's budget, and staff time required to complete project
Priority 1: Parking, Access Route, & Main Entrances	1 = In-House Low Cost/Impact
Priority 2: Equitable Access To Goods & Services	2 = In House Medium Cost/Impact
Priority 3: Restrooms	3 = In House High Cost/Impact
Priority 4: All Other Measures To Improve Accessibility	4C = Requires Hiring/Bid Process for a Contractor








TIMELINE







Timelines for Staff-Completed Projects: If City Staff completes the in-house items, timeline for completion will vary significantly.	Timelines for Contractor Projects: Projects completed by a contractor may have a more defined timeline since they have to be budgeted in advance. Timeline lists estimated year of completion.
2019/2020 = Can be completed in between regularly scheduled work as time allows; within 1 year.	
2019/2021 = Requires additional scheduling/budgeting; may be completed within 1-2 years.	
2019/2024 = Requires significant scheduling/budgeting; may be completed within 3-5 years, could be completed sooner if done by a contractor.	






ADA COMPLIANCE ISSUES






The following list details the physical barriers of the City’s facilities that limit the accessibility of its programs, activities, or services to individuals with disabilities, and the methods to be used to remove the barriers, make the facilities accessible, and the schedule for taking necessary steps to achieve compliance.






Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Airport: Parking		Van Accessible Space [502.2]	1	1	2019/2020	Repaint lines to meet measurement requirements. Public Works to schedule/correct as time & budget allows.
Airport: Parking		ADA Parking Sign Placement [502.6]	1	1	2019/2020	Adjust height on existing handicap signage to comply with 60" minimum from ground. Public Works to schedule/correct as time & budget allows.
Baycrest Overlook		Van Accessible Space [502.2]	1	1	2019/2020	Repaint lines. Public Works to schedule/correct as time & budget allows.
City Hall: Back Entrance		Van Accessible Space [502.2]	1	1	2019/2020	Repaint lines. Public Works to schedule/correct as time & budget allows.
City Hall: Front Entrance		Van Accessible Space [502.2]	1	1	2019/2020	Repaint lines. Public Works to schedule/correct as time & budget allows.
City Hall: Front Entrance		Minimum 48" Vestibule Door Spacing [404.2.6]	1	1	2019/2020	Remove inner door or change door swing for one or both doors. Public Works to schedule/correct as time & budget allows.
Fire Hall: Parking		Van Accessible Space [502.2]	1	1	2019/2020	Repaint lines. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all parking/pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.








Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Library: Parking		ADA Parking Sign Placement [502.6]	1	1	2019/2020	Adjust height on existing handicap signage to comply with 60" minimum from ground. Public Works to schedule/correct as time & budget allows.
Port & Harbor Office		Notification Board Location too High [703.4.1]	1	1	2019/2020	Lower access to bottom edge of board to 48" to 60" max. Port & Harbor to schedule/correct as time & budget allows.
Public Works: Parking		Van Accessible Space [502.2]	1	1	2019/2020	Repaint lines. Public Works to schedule/correct as time & budget allows.
Airport: Parking		"Van Accessible" Signs [502.6]	1	2	2019/2020	Install "Van Accessible" sign at van space. Public Works to schedule/correct as time & budget allows.
Baycrest Overlook		Van Accessible Space [502.2]	1	2	2019/2020	Install "Van Accessible" sign at van space. Public Works to schedule/correct as time & budget allows.
City Hall: Front Entrance		Van Accessible Space [502.2]	1	2	2019/2020	Install "Van Accessible" sign at van space. Public Works to schedule/correct as time & budget allows.
Fire Hall: Parking		"Van Accessible" Signs [502.6]	1	2	2019/2020	Install "Van Accessible" sign at van space. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all parking/pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.
Harbor Docks: Transient/Reserved Moorage		Boat Slip Clearance [1003.3.1] Informational sign & marking accessible zones/areas [703.4.1]	1	2	2019/2020	For every 120 inches (10 ft.) of linear pier edge serving these accessible slips there is a clear opening at least 60 inches wide. Provide clear markings on all designated loading zone area(s). For example, painting a thin blue line inside the yellow transient moorage area lines or red loading zone lines for easier detection and recognition of these accessible areas/features. Port & Harbor to schedule/correct as time & budget allows.





Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Harbor Docks: Transient/Reserved Moorage		Clear Floor or Ground Space [305]	1	2	2019/2020	Ensure an accessible path of travel and clear floor space for boarding at each accessible slip. Provide a clear floor space of at least 30" by 48" for either forward or parallel. Modify any pier barriers or edge protection that may hinder access. Port & Harbor to schedule/correct as time & budget allows.
Harbor Ramp 4: Paved Parking		Van Accessible Space [502.2]	1	2	2019/2020	Install "Van Accessible" sign at van space. Port & Harbor to schedule/correct as time & budget allows.
Library: Parking		"Van Accessible" Signs [502.6]	1	2	2019/2020	Install "Van Accessible" sign at van space. Port & Harbor to schedule/correct as time & budget allows.
Public Works: Parking		"Van Accessible" Signs [502.6]	1	2	2019/2020	Install "Van Accessible" sign at van space. Port & Harbor to schedule/correct as time & budget allows.
Animal Shelter: Parking		Van Accessible Space [502.2] "Van Accessible" Signs [502.6] Exterior Ramp Cross Slope [403.3]	1	4C	2019/2021	Repaint lines. Install "Van Accessible" sign at van space. Regrade cross slope to 1:48 max. Public Works to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.
City Hall: Back Entrance		Exterior Ramp Cross Slope [403.3]	1	4C	2019/2021	Regrade cross slope to 1:48 max. Public Works to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).



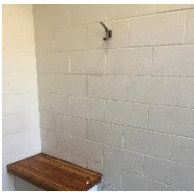




Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
City Hall: Front Entrance		<p>Grates in Wheelchair Route [302.3]</p> <p>Level Landing at Top of Curb Ramp [406.4]</p> <p>Level Landing Where Ramp Changes Direction [405.7.4]</p> <p>Ramp Handrail Extension & Return [505.10.1]</p> <p>Minimum 32" Door Opening [404.2.3]</p>	1	4C	2019/2021	<p>Replace grate to meet opening requirement of 1/2" or less.</p> <p>Reconfigure curb ramp so there's a level landing at least 36" long.</p> <p>Alter landing ramp to meet minimum measurements.</p> <p>Alter/replace handrails.</p> <p>Alter main door, possibly with offset hinges.</p> <p>Public Works to prepare cost estimate to resolve all City Hall Front Entrance ADA compliance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).</p> <p>Could be included in RFP for other construction items. Possibly evaluate for ADA grant funding. Add to Capital Improvement Plan.</p>
End of the Road Park: Parking		<p>Van Accessible Space [502.2]</p> <p>"Van Accessible" Signs [502.6]</p> <p>Exterior Ramp Cross Slope [403.3]</p>	1	4C	2019/2021	<p>Create van accessible parking spaces with proper signage, lines, and paved slope.</p> <p>Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).</p> <p>Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.</p>
Fire Hall: Parking		<p>Exterior Ramp Cross Slope [403.3]</p>	1	4C	2019/2021	<p>Regrade cross slope to 1:48 max</p> <p>Public Works to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).</p> <p>Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.</p>
Harbor Ramp 3: Gravel Parking		<p>Accessible Parking Dimensions [502.2, 502.3, 502.6]</p>	1	4C	2019/2021	<p>For greater access to Ramp 3, provide additional accessible paved parking spaces located nearest to this specific dock access point. Consider providing at least 5% or greater accessible parking stalls.</p> <p>Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).</p> <p>Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.</p>
Harbor Ramp 4: Gravel Parking		<p>Accessible Parking Dimensions [502.2, 502.3, 502.6]</p>	1	4C	2019/2021	<p>Designate more accessible parking spaces that serve the Ramp 4/Ramp 3 Areas (which are primary-function locations) that is connected with an even, stable, firm, and slip resistant surface.</p>







Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
						<p>Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).</p> <p>Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.</p>
Harbor Ramp 4: Gravel Parking		Clear Widths and Slopes for Walking Surfaces [403.5.3]	1	4C	2019/2021	<p>Walking and floor surfaces must be firm, stable, and slip resistant. Provide access aisle and curb ramp with smooth transition to connect onto the accessible pathway to meet minimum accessible parking compliance.</p> <p>Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).</p> <p>Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.</p>
Harbor Ramp 5: Gravel Parking		Van Accessible Space [502.2]	1	4C	2019/2021	<p>Create van accessible parking spaces with proper signage, lines, and paved slope.</p> <p>Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).</p> <p>Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.</p>
Library: Parking		Slope of Accessible Parking Spaces [502.4] Exterior Ramp Cross Slope [403.3]	1	4C	2019/2021	<p>Regrade surface to maintain max 1:48 slope. Regrade cross slope to 1:48 max.</p> <p>Public Works to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).</p> <p>Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.</p>
Load & Launch Ramp: Gravel Parking		ADA Parking Sign Placement [502.6]	1	4C	2019/2021	<p>Adjust height on existing handicap signage to comply with 60" minimum from ground.</p> <p>Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).</p> <p>Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.</p>
Load & Launch Ramp: Parking		Accessible Parking Dimensions [502.2, 502.3, 502.6]	1	4C	2019/2021	<p>Replace surface material with compact gravel or asphalt in all ADA parking areas.</p> <p>Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).</p>








Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
						<p>Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.</p>
Nick Dudiak Fishing Hole Lagoon		Ramp [405] Walking Surfaces [403]	1	4C	2019/2024	<p>The Nick Dudiak Fishing Hole Lagoon is extremely outdated and in need of significant repairs. An Invitation to Bid (ITB) will be required to bring it fully into compliance.</p> <p>City Staff/Port & Harbor to continue working with Alaska Department of Fish & Game for funding to repair ramps.</p>
Public Works: Parking		Exterior Ramp Cross Slope [403.3]	1	4C	2019/2021	<p>Regrade cross slope to 1:48 max.</p> <p>Public Works to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).</p> <p>Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.</p>
Airport		Objects on Public Area Circulation Paths [307.2]	2	1	2019/2020	<p>Hand sanitizer protrudes; needs to either be replaced or have a tactile warning.</p> <p>Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.</p>
Airport		Wheelchair Space in Waiting Rooms [802.1.2, 802.1.3]	2	1	2019/2020	<p>Space is there but it needs signage designation so it remains clear.</p> <p>Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.</p>
Deep Water Dock: Shelter		Reach Range [308]	2	1	2019/2020	<p>Dog waste bag dispenser's operable part is measured at 54" above the floor and located above a seating area. Lower dispenser operable part to 48" above the floor; relocate away from the circular stone bench as not to protrude into a sitting person's headspace.</p> <p>Port & Harbor to schedule/correct as time & budget allows.</p>

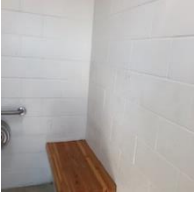





Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Harbor Docks: Transient/Reserved Moorage		Door Hardware [404.2.7] Operable Parts [309]	2	1	2019/2020	Round water spigot control(s). Port & Harbor replacing controls near ADA stalls with lever mechanisms immediately; all other controls to be replaced as time & budget allows.
Harbor Uplands: Fish Cleaning Station/Tables at Ramp 4, Ramp 6, & Fishing Lagoon		Reach Ranges [308]	2	1	2019/2020	Reach to dispose gut material into these wagons is too high and beyond the maximum reach range of 48 inches. Port & Harbor to add a fish disposal bucket under each accessible table section at all three locations; to be replaced as time & budget allows.
Library		Tactile Interior Signs [703.5, 703.2, 703.3]	2	1	2019/2020	Install tactile signs Public Works to schedule/correct as time & budget allows.
Library		Clear Area to Side of Front-pulling Door [404.2.4]	2	1	2019/2020	Copy Room is tight; Install sign to ask for assistance with opening door. Public Works to schedule/correct as time & budget allows.
City Hall: Downstairs		Tactile Interior Signs [703.5, 703.2, 703.3]	2	2	2019/2020	Replace all room/space placards with tactile signs in proper locations. Public Works to schedule/correct as time & budget allows.
City Hall: Upstairs		Tactile Interior Signs [703.5, 703.2, 703.3]	2	2	2019/2020	In permanent rooms, replace all room/space placards with tactile signs in proper locations. Public Works to schedule/correct as time & budget allows.
Harbor Uplands: Benches & Viewing Areas		Benches [903]	2	3	2019/2021	Retrofit existing benches to have back support, or provide accessible seating area -benches that meet ADA standard (i.e. seating with back support). Port & Harbor to incorporate into upcoming harbor improvement project.
Airport		Depth of Counter at Accessible Portion [904.4]	2	4C	2019/2024	Alter accessible portion so it's the same depth as the standard countertop. City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.
City Hall: Upstairs		Dimensions of Elevator's Interior [407.4.1]	2	4C	2019/2021	Depth of elevator too short; replace elevator. Public Works to evaluate cost to replace elevator & present to City Council with recommendation for 2020/21 budget.








Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Harbor Uplands: Fish Cleaning Station/Tables at Ramp 4, Ramp 6, & Fishing Lagoon		Floor or Ground Surfaces [302]	2	4C	2019/2021	<p>There is at least one accessible vehicular parking space designated near each of the three independent stations; however, as reported in the parking section the path-of-travel surface material is loose gravel and may not be firm, stable, and slip resistant unless it is inter-locking compacted gravel. Ground and surface level in any directions of parking spaces must be firm, level, and slip resistance.</p> <p>Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).</p> <p>Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.</p>
Harbor Uplands: Ramp 2 Disposal Sheds		Changes in Surface Level [303] Ramps [405] Openings [302.3]	2	4C	2019/2024	<p>RAMP 2 Oil Shed has two steel grated ramps with slopes as steep as 30 degrees with no clear floor space to maneuver or reach any of the three different disposal opportunities. In addition, the ramp and floor grates are not in compliance as they allow passage of a sphere more than 1/2" (13 mm) diameter through a grate opening.</p> <p>Provide a proper accessible route and reach ranges to at least one of the two locations designated for chemical waste dumping or provides some sort of "equivalent facilitation."</p> <p>Port & Harbor to evaluate; could be incorporated into upcoming harbor improvement project.</p>
Harbor Uplands: Ramp 8 Disposal Sheds		Changes in Surface Level [303]	2	4C	2019/2024	<p>RAMP 8 Oil Shed has a concrete perimeter barrier with a change in level that is more than 1/4" with no clear floor space to maneuver or reach any of the different disposal opportunities. Surface level along accessible route must be free of changes in surface level. Surface level changes cannot exceed 1/4" in height.</p> <p>Port & Harbor to post signage at Ramp 8 that directs persons requiring assistance to contact staff, or to go to ADA compliant Ramp 2 facility.</p> <p>Port & Harbor to evaluate; could be incorporated into upcoming harbor improvement project.</p>
Load & Launch Ramp: Staging Area		Ground Surfaces/ Changes in Surface Level [302, 303]	2	4C	2019/2024	<p>Provide ground surface that is firm, stable, and slip resistant. Maintain to ensure changes in level issues do not occur throughout a season.</p> <p>Paving Staging Area will require a contractor; at a 2 rating staff could designate a paved area for ADA loading, but during summer will require significant staff time to monitor.</p> <p>Port & Harbor to evaluate; could be incorporated into upcoming harbor improvement project.</p>





Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Airport: Men's Restroom		Coat Hook Location [603.4]	3	1	2019/2020	Relocate coat hook to meet location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.
Airport: Men's Restroom		Toilet Paper Dispenser Location [604.7]	3	1	2019/2020	Relocate toilet paper dispenser to meet all location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.
Bartlett & Pioneer: Restroom		Coat Hook Location [603.4]	3	1	2019/2020	Relocate coat hook to meet location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Bartlett & Pioneer: Restroom		Location of Grab Bar on Side Wall [609.4]	3	1	2019/2020	Relocate grab bar to meet all location requirements, specifically re: objects above bar. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Baycrest Overlook		Toilet Room Sign Locations [703.4.2]	3	1	2019/2020	Move signs to comply w/ location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Baycrest Overlook		Toilet Paper Dispenser Location [604.7]	3	1	2019/2020	Relocate toilet paper dispenser to meet all location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
City Hall: Downstairs Restroom		Toilet Room Sign Locations [703.4.2, 703.4.1]	3	1	2019/2020	Move signs to comply w/ height requirements so they're not blocked by other doors. Public Works to schedule/correct as time & budget allows.








Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
City Hall: Downstairs Restroom		Coat Hook Location [603.4]	3	1	2019/2020	Relocate coat hook to meet location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
City Hall: Upstairs Restroom		Location of Grab Bar on Side Wall [604.5.1]	3	1	2019/2020	Relocate grab bar to meet all location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
End of the Road Park: Restroom		Coat Hook Location [603.4]	3	1	2019/2020	Relocate coat hook to meet location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
End of the Road Park: Restroom		Location of Grab Bar on Side Wall [609.4]	3	1	2019/2020	Relocate grab bar to meet all location requirements, specifically re: objects above bar. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Harbor Ramp 4: Restroom		Toilet Room Sign Locations [703.4.2]	3	1	2019/2020	Move signs to comply w/ location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Harbor Ramp 4: Restroom		Toilet Paper Dispenser Location [604.7]	3	1	2019/2020	Relocate toilet paper dispenser to meet all location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Harbor Ramp 5: Restroom		Toilet Room Sign Locations [703.4.2]	3	1	2019/2020	Move signs to comply w/ location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).

Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Harbor Ramp 5: Restroom		Coat Hook Location [603.4]	3	1	2019/2020	Re-install coat hook that meet location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Harbor Ramp 6: Restroom		Toilet Room Sign Locations [703.4.2]	3	1	2019/2020	Move signs to comply w/ location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Library: Kid's Room Restroom		Coat Hook Location [603.4]	3	1	2019/2020	Coat Hook was removed; install coat hook that meets location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Library: Men's Restroom		Soap Dispenser Location [308.2.2]	3	1	2019/2020	Relocate soap dispenser to meet all location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Library: Men's Restroom		Location of Grab Bar on Side Wall [609.4]	3	1	2019/2020	Relocate grab bar to meet all location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Load & Launch Ramp: Restroom		Toilet Room Sign Locations [703.4.2]	3	1	2019/2020	Move signs to comply w/ location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Load & Launch Ramp: Restroom		Coat Hook Location [603.4]	3	1	2019/2020	Re-install coat hook that meet location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).





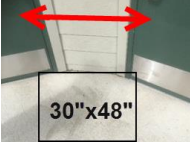

Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
WKFL Park: Restroom		Coat Hook Location [603.4]	3	1	2019/2020	Install coat hook to meet location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
WKFL Park: Restroom		Location of Grab Bar on Side Wall [609.4]	3	1	2019/2020	Relocate grab bar to meet all location requirements, specifically re: objects above bar. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Airport: Men's Restroom		Threshold Entrance Height [404.2.5, 303.2] Force to Open Door [404.2.9]	3	2	2019/2021	Adjust or replace closer; Install lighter door. Replace threshold that meets bevel and height restrictions. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.
Airport: Men's Restroom		Toilet Seat Height [604.4] Location of Grab Bar on Side Wall [604.5.1, 609.4] Rear Grab Bar & Location [604.5.2, 609.4]	3	2	2019/2021	Toilet seat too high; replace toilet. Relocate grab bar to meet all location and length requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.
Airport: Women's Restroom		Toilet Seat Height [604.4] Location of Grab Bar on Side Wall [604.5.1, 609.4] Rear Grab Bar & Location [604.5.2, 609.4]	3	2	2019/2021	Toilet seat too high; replace toilet. Relocate grab bar to meet all location and length requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.
Airport: Women's Restroom		Toilet Paper Dispenser Location [604.7]	3	2	2019/2020	Relocate toilet paper dispenser to meet all location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.


Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Airport: Women's Restroom		Threshold Entrance Height [404.2.5, 303.2]	3	2	2019/2021	Replace threshold that meets bevel and height restrictions. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.
Bartlett & Pioneer: Restroom		Pipes Below Lavatory Protected/ Insulated [606.5]	3	2	2019/2020	Install insulation or cover panel to protect pipes under sink. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Bartlett & Pioneer: Restroom		Toilet Room Sign Locations [703.4.2]	3	2	2019/2020	Sign is missing; install signs to comply w/ location requirements. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Baycrest Overlook		Location of Grab Bar on Side Wall [609.4] Location of Grab Bar on Rear Wall [609.4]	3	2	2019/2021	Relocate grab bar to meet all location requirements, specifically re: objects below bar. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Deep Water Dock: Restrooms		Pipes Below Lavatory Protected/ Insulated [606.5]	3	2	2019/2020	Install insulation or cover panel to protect pipes under sink. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
End of the Road Park: Restroom		Pipes Below Lavatory Protected/ Insulated [606.5]	3	2	2019/2020	Install insulation or cover panel to protect pipes under sink. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Harbor Ramp 4: Restroom		Pipes Below Lavatory Protected/ Insulated [606.5]	3	2	2019/2020	Install insulation or cover panel to protect pipes under sink. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public

Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
						restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Harbor Ramp 4: Restroom		Force to Activate Flush Control [605.4]	3	2	2019/2021	Change/adjust toilet flush control so it takes less than 5lbs of force to activate. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Harbor Ramp 5: Restroom		Pipes Below Lavatory Protected/ Insulated [606.5]	3	2	2019/2020	Install insulation or cover panel to protect pipes under sink. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Harbor Ramp 6: Restroom		Pipes Below Lavatory Protected/ Insulated [606.5]	3	2	2019/2020	Install insulation or cover panel to protect pipes under sink. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Harbor: Policies & Procedures For All Facilities		Policy and procedures. Schedules for accessible feature(s) maintenance	3	2	2019/2020	Review and modernize policies and operational procedures to reflect how these accessible slips are requested, utilized, and maintained for short-term or long-term moorage harboring opportunities. Also review any other current policies or procedures that may be affected and adapt or modify them as necessary. Port & Harbor to review/revise policies & procedures for ADA compliance; include Port & Harbor Advisory Commission where appropriate.
Library: Kid's Room Restroom		Location of Grab Bar on Side Wall [609.4]	3	2	2019/2020	Relocate grab bar to meet all location requirements re: surrounding objects. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Library: Men's Restroom		Stall Door Pulls on Both Sides [604.8.1.2]	3	2	2019/2020	Replace hardware. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).

Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Library: Women's Restroom		Stall Door Pulls on Both Sides [604.8.1.2]	3	2	2019/2020	Replace hardware. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Load & Launch Ramp: Restroom		Threshold Entrance Height [404.2.5, 303.2]	3	2	2019/2021	Replace threshold that meets bevel and height restrictions. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
WKFL Park: Restroom		Pipes Below Lavatory Protected/Insulated [606.5]	3	2	2019/2020	Install insulation or cover panel to protect pipes under sink. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Airport: Men's Restroom		Stall Door Self-closing [604.8.1.2]	3	3	2019/2024	For stall doors inside restroom, add closer or replace door. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.
Airport: Women's Restroom		Stall Door Self-closing [604.8.1.2]	3	3	2019/2024	For stall doors inside restroom, add closer or replace door. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.
Airport: Women's Restroom		Toilet's Flush Control on Open Side of Closet [604.6]	3	3	2019/2024	Move control or replace toilet. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.
City Hall: Downstairs Restroom		Stall Lock Operability [309.4]	3	3	2019/2021	Replace lock so it can be used with one hand and w/o tight grasping/pinching. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).

Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
City Hall: Downstairs Restroom		Stall Door Self-closing [604.8.1.2]	3	3	2019/2024	For stall doors inside restroom, add closer or replace door. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
City Hall: Downstairs Restroom		Toilet's Flush Control on Open Side of Closet [604.6]	3	3	2019/2024	Move control or replace toilet in Men's Restroom. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
City Hall: Upstairs Restroom		Toilet's Flush Control on Open Side of Closet [604.6]	3	3	2019/2024	Move control or replace toilet. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Harbor Ramp 5: Restroom		Space from Partition to Toilet's Centerline [604.2]	3	3	2019/2021	Shorten wooden bench top to meet space requirements between bench and toilet. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Harbor Ramp 6: Restroom		Toilet's Flush Control on Open Side of Closet [604.6]	3	3	2019/2024	Move control or replace toilet. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Library: Men's Restroom		Toilet's Flush Control on Open Side of Closet [604.6]	3	3	2019/2024	Move control or replace toilet. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Library: Women's Restroom		Stall Door Self-closing [604.8.1.2]	3	3	2019/2024	For stall doors inside restroom, add closer or replace door. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Airport: Men's Restroom		Privacy Wall & Door Configuration [404.2.4]	3	4C	2019/2024	Reconfigure space to meet minimum space requirements. City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport







Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
						<p style="text-align: right;">- 115 -</p> <p>issues in one project & seek out potential grant funding.</p>
Airport: Men's Restroom		Toe Clearance Under Sink [306.3.3]	3	4C	2019/2024	<p>Move or replace sink to meet under-sink clearance.</p> <p>City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.</p>
Airport: Men's Restroom		Space from Partition to Toilet's Centerline [604.2]	3	4C	2019/2024	<p>Move or replace toilet.</p> <p>City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.</p>
Airport: Women's Restroom		Clear Turn-Around Space for Wheelchair [603.2.1]	3	4C	2019/2024	<p>Space limited near sink; move/remove partitions, fixtures or objects.</p> <p>City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.</p>
Bartlett & Pioneer: Restroom		Maneuvering Clearance [404.2.4]	3	4C	2019/2024	<p>Door opening clearance on both stalls have limited maneuvering clearance or the clear floor space overlaps. Recommend reverse the door opening swing (outward) on both doors to the opposite latch to provide greater maneuvering clearance for entering and exiting. Another alternative is the door swinging inward if proper clear floor space is provided beyond the arc of the door.</p> <p>Public Works to prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).</p>
Deep Water Dock: Restrooms		Maneuvering Clearance [404.2.4]	3	4C	2019/2024	<p>Door opening clearance on both stalls have limited maneuvering clearance or the clear floor space overlaps. Recommend reverse the door opening swing (outward) on both doors to the opposite latch to provide greater maneuvering clearance for entering and exiting. Another alternative is the door swinging inward if proper clear floor space is provided beyond the arc of the door.</p> <p>Public Works to prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).</p>
WKFL Park: Restroom		Maneuvering Clearance [404.2.4]	3	4C	2019/2024	<p>Door opening clearance on both stalls have limited maneuvering clearance or the clear floor space overlaps. Recommend reverse the door opening swing (outward) on both doors to the opposite latch to provide greater maneuvering clearance for entering and exiting. Another alternative is the door swinging inward if proper clear floor space is provided beyond the arc of the door.</p>

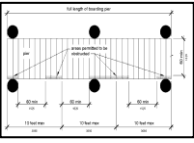





Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
						<p>Public Works to prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).</p>
Airport		<p>Drinking Fountain Spout Placement [602.5] Protrusion of Drinking Fountain [307.2]</p>	4	1 or 4C	2019/2020 or 2019/2024	<p>Replace drinking fountain with one that complies with all sizing requirements.</p> <p>Drinking fountain sticks too far out; replace or add tactile warning.</p> <p>Replacing fountain will require a contractor/ modification; adding a tactile warning can be done by staff within 2019.</p> <p>Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.</p>










Throughout the evaluation process, some of the issues that were noted in staff’s self-evaluations and the Northwest ADA Center’s Port and Harbor report were either:







1. Addressed immediately;
2. Were determined by staff to no longer be an issue; or
3. An ongoing compliance issue that staff addresses regularly through routine building maintenance.


To ensure this Transition Report documents all ADA compliance issues/resolutions, those items determined as “N/A”, “Done”, or “Recurring” have been listed separately in this section.

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Accessibility Issue, Solution/Remedy & City Staff Direction
Airport		Secured Edges of Carpets/Mats [302.2]	1	Recurring	Secure carpeting or mats at edges. Mats get replaced regularly through routine building maintenance.
Airport: Main Entrance		Main Door Closer Timing [404.2.8]	1	Recurring	Adjust door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
City Hall: Back Entrance		Door Closer Timing [404.2.8]	1	Recurring	Adjust door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
City Hall: Back Entrance		Secured Edges of Carpets/Mats [302.2]	1	Recurring	Secure carpeting or mats at edges. Mats get replaced regularly through routine building maintenance.
City Hall: Front Entrance		Secured Edges of Carpets/Mats [302.2]	1	Recurring	Secure carpeting or mats at edges. Mats get replaced regularly through routine building maintenance.
Harbor Docks: Amenities & Program Services		Clear Floor or Ground Space [305] Reach Ranges [308] Operable Parts [309]	1	Recurring	Ensure all the surrounding amenities and services that serve these specific accessible slips are made accessible. Examples such as water supply facets and hoses, outlets for electricity and cable TV, etc. will require: <ul style="list-style-type: none"> •Proper clear floor space of at least 30” by 48” •Reach ranges from floor surface of minimally 15” to 48” maximum, •Operating controls shall be operable with one hand and shall not require tight grasping, pinching, or twisting of the wrist. The force required to activate operable parts shall be 5 lbs. maximum. All utility pedestals on the docks are ADA compliant; harbor staff patrolling regularly monitors that items aren’t blocking dock pathways/ pedestals.

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Accessibility Issue, Solution/Remedy & City Staff Direction
Harbor Docks: Transient/ Reserved Moorage		Boat Slip Clearance [1003.3.1]	1	N/A	Formally commit to designating the required accessible stalls by slip locations. Designate at least one accessible slip location for each of the available classes, then locate the remaining four slips in the most widely utilized and popular boat sizes used and moored in the harbor. Place them on the shortest accessible route to the RAMP 3 arrival point. Staff already designated stalls; separately listed issue addresses staff's efforts to show designations on port and harbor maps.
Library: Main Entrance		Grates in Exterior Wheelchair Route [302.3]	1	N/A	Replace grate to meet opening requirement of 1/2" or less. Staff confirmed that no grate exists at the Library Entrance.
Load & Launch Ramp: Parking		Ground/Walking Surfaces [302, 403]	1	N/A	Relocate ADA parking spaces to open asphalt surfacing already adjacent to and around the restroom building. Existing pavement area is for Load & Launch Ramp staging; cannot be relocated.
Port & Harbor Office		Protruding Object Over 4" at Entrance [307.2, 305]	1	N/A	Move entrance shelf to provide clear floor space of 30"x48" min for door approach. Not applicable since the shelf does not protrude 4" into the door space.
Harbor Ramp 3: Gravel Parking		Clear Widths and Slopes for Walking Surfaces [403.5.3] Ground Floor Surfaces [302.1, 302.3]	1	Completed N/A	Walking and floor surfaces must be firm, stable, and slip resistant. Provide access aisle and curb ramp with smooth transition to connect onto the accessible pathway to meet minimum accessible parking compliance. Clear asphalt-to-gravel issues & regrade to have cross slope less than 2%. Staff inspected Ramp 3 Parking Lot; the paved portion has been cleared of any gravel/debris, lines repainted, and a drainage issue fixed at the head of the parking lot. The unpaved parking area near the top of Ramp 3 is the parking lot for Harbor Grill, not for Ramp 3 access; the two parking areas are delineated by a physical barrier.
Harbor Ramp 3: Paved Parking		Clear Widths and Slopes for Walking Surfaces [403.5.3]	1	Completed	The clear floor space to use the automated parking meter that serves Ramp 3 parking lot can become uneven with foot-traffic use and ongoing weathering due to the asphalt-to-gravel transition. This change-in-level barrier could be easily remedied and likely permanently maintained with a little additional asphalt around the base of the meter. Area around meter was paved when meter was replaced with a different model.

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Accessibility Issue, Solution/Remedy & City Staff Direction
Harbor Ramp 4: Paved Parking		Van Accessible Space [502.2]	1	Completed	Repaint lines to meet measurement requirements Lines were repainted Spring 2019.
Harbor Ramp 8: Gravel Parking		Clear Widths and Slopes for Walking Surfaces [403.5.3]	1	Completed	Walking and floor surfaces must be firm, stable, and slip resistant. Provide access aisle and curb ramp with smooth transition to connect onto the accessible pathway to meet minimum accessible parking compliance. ADA Parking was moved onto paved area; existing signage was moved and new lines were painted Spring 2019.
Port & Harbor Office		Accessible Service Counter [904.4]	1	Completed	Clear ADA Counterspace so it is usable; provide a chair for patrons. Staff completed at time of inspection.
City Hall: Downstairs		Interior Door Closer Timing [404.2.8]	2	Recurring	Adjust door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
Harbor Uplands: Fish Cleaning Station/Tables at Ramp 6		Operation [309.4] Faucets [606.4]	2	Recurring	At the RAMP 6 Fish Cleaning Station, the operating controls for the water hoses at the accessible table sections are round. Staff is replacing controls with lever mechanisms as they wear out and need replacing.
City Hall: Downstairs		Accessible Service Counter [904.4.1]	2	N/A	Rebuild a portion of City Clerk's counter for accessibility. Not necessary since a present workaround exists; table that meets ADA compliance is available.
City Hall: Upstairs		Depth of Counter at Accessible Portion [904.4]	2	N/A	Rebuild Finance's counter for accessibility. Staff re-measured, meets requirements.
Harbor Docks: Transient/Reserved Moorage		Clear Floor Space [606.2]	2	N/A	Provide a clear floor space of at least 30" by 48" for either forward or parallel to access other available amenities like electricity. Dock in photo is not the ADA designated stalls; the designated stalls are compliant with pathway requirements.
Harbor Uplands: Ice Bait & Automated Machines		Reach Range [308]	2	N/A	The Bait Box machine operating controls are too high (52 1/2 inches) for proper high reach range clearance of 48 inches above the floor. Recommend replacing this automated machine with one that does comply with the 2010 ADA Standards in the design and operation of the control mechanisms. This machine is privately owned, not maintained by the City.

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Accessibility Issue, Solution/Remedy & City Staff Direction
Harbor Uplands: Fish Cleaning Station/Tables at Fishing Lagoon		Changes in Level [303]	2	Completed	There is a step or change in level barrier at the to the Nick Dudiak Fishing Hole Lagoon Fish Cleaning Station. Recommend adding compacted inter-locking gravel or asphalt at the station entrance connecting to the accessible parking space and harbor pedestrian sidewalk arrival points. Area was paved spring 2018.
Library		Wheelchair Space Under Work Surface [305.3]	2	Completed	Table with correct wheelchair dimensions is available; library staff installed computer at table.
Airport: Men's Restroom		Door Closer Timing [404.2.8.1]	3	Recurring	Adjust main door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
Baycrest Overlook		Door Closer Timing [404.2.8.1] Force to Open Door [404.2.9]	3	Recurring	Adjust main door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
City Hall: Downstairs Restroom		Door Closer Timing [404.2.8.1] Force to Open Door [404.2.9]	3	Recurring	Adjust main door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
Corner of Bartlett & Pioneer: Restroom		Force to Open Door [404.2.9]	3	Recurring	Adjust main door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
End of the Road Park		Door Closer Timing [404.2.8.1] Force to Open Door [404.2.9]	3	Recurring	Adjust main door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
Harbor Ramp 4: Restroom		Door Closer Timing [404.2.8.1]	3	Recurring	Adjust main door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
Harbor Ramp 6: Restroom		Door Closer Timing [404.2.8.1]	3	Recurring	Adjust main door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
Library: Men's Restroom		Door Closer Timing [404.2.8.1] Force to Open Door [404.2.9]	3	Recurring	Adjust main door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
WKFL Park		Force to Open Door [404.2.9]	3	Recurring	Adjust main door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Accessibility Issue, Solution/Remedy & City Staff Direction
Library: Kid's Room Restroom		Minimum 48" Vestibule Door Spacing [404.2.6]	3	N/A	Remove inner door or change door swing for o doors. Restroom is a Single Unit, does not have an inner door.
Library: Kid's Room Restroom		Privacy Wall & Door Configuration [404.2.4]	3	N/A	Reconfigure space to meet minimum space requirements. Restroom is a Single Unit, does not have an inner door.
Library: Kid's Room Restroom		Toilet Paper Dispenser Location [604.7]	3	N/A	Relocate toilet paper dispenser to meet all location requirements. Staff re-measured, meets requirements.
Load & Launch Ramp		Boarding Piers at Boat Launch Ramps [1003.2.2]	4	N/A	Not required or prioritized; but recommend due to the steeper slope consider enhancing and improving the ramp safety features and texture of the surface to improve safety, ambulation, and traction during inclement weather. Staff ensures the launch ramp is slip resistant/safe.

The Homer foundation has administered the City of Homer Grants Program since 2000. In that time over \$791,000 has been awarded to local nonprofits to support the programs and services they provide to the community.

A total of \$27,732 was available for distribution in the 2019 funding cycle. This funding included \$19,000 from the City’s current year allocation, the additional \$6,000 from the city council allotment and earned income from the City of Homer’s and the City of Kachemak’s endowment funds, which is added to this program annually in the spirit of good neighbors. The total amount is administered at the discretion of the City of Homer Grants Committee.

This year’s Distributions Committee consisted of HF Board of Directors Denise Pitzman (chair), Matt Clarke, Van Hawkins, and John Mouw, with community members Christine Theno, Mel Strydom and Kari Dendurent. All participants adhere to the Homer Foundation’s Conflict of Interest Policy. John Mouw served as recorder, but recused himself from participating in the discussions or voting on the applications, as he is a fiduciary of one of the applicants. Van Hawkins disclosed that he had a professional relationship with some of the applicants, the Chair determined that Hawkins could participate in the review process. There were no other conflicts disclosed.

A total of fourteen applications were received and reviewed. The committee’s recommendations for the following awards were approved by the Homer Foundation board of trustees at their March 27th board meeting:

<u>Organization</u>	<u>2019 Awards</u>
Bunnell Street Gallery	\$ 2,011
Center for AK Coastal Studies	\$ 1,000
Cook Inlet Keeper	\$ 1,000
Homer Community Food Pantry	\$ 2,960
Homer Council on the Arts	\$ 1,736
Homer Farmers Market	\$ 1,000
Homer Hockey Association	\$ 1,691
Hospice of Homer	\$ 2,847
HoWL	\$ 1,724
Kachemak Bay Family Planning Clinic	\$ 2,989
Kachemak Heritage Land Trust	\$ 1,000
Kachemak Nordic Ski Club	\$ 1,910
KBBI	\$ 3,025
<u>SPROUT</u>	<u>\$ 2,839</u>
Total:	\$27,732

It is a difficult task to review organizations with very different missions, but all committee members agreed these fourteen nonprofits are high functioning organizations providing valuable programs and services to the community. This year provided an extra pressure with the compounding factors of the least amount of money to distribute as well as the most applications. The committee felt that they wanted to provide funds to the organizations who would benefit the most from the smaller awards, as well as provide support for the organizations who might be more affected by the proposed state budget cuts.

Each year, the trustee member John Mouw takes the opportunity to compile a synopsis of the economic impact of the nonprofits that have submitted applications. In 2018 these organizations generated over \$5.9 million in revenues, including \$2.4 million in new money coming into Homer from State, Federal and Foundation grants. They also employ 105 full, part-time, and seasonal employees with combined personnel expenses exceeding \$2.9 million. The data from these fourteen organizations help to illustrate just how important Homer’s nonprofit sector is as an economic driver in our economy.

During times of economic downturn the City’s continued support is more important than ever by providing important general operating support. These organizations are also able to leverage additional funding with City support. The community benefits because a strong nonprofit community makes Homer a safer, healthier, more vibrant place to live, play, and work.

Since 1989 the Homer Foundation has administered the City of Homer Grants Program as a free service to the community, and to encourage the City of Homer to continue their support of Homer’s vital, and economically important nonprofit community.



City of Homer

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April 11, 2019

Mr. Dave Kemp, P.E., PMP
Regional Director
Department of Transportation and Public Facilities
P.O. Box 196900
Anchorage, Alaska 99519-6900

Dear Mr. Kemp:

Thank you for your letter of February 25. As I was just elected last October, I'm new to the issue at hand, and I hope you will forgive me covering ground that has previously been extensively discussed.

I agree with your summation of the historical purpose of the culvert that crosses the Sterling Highway at Station 280+28. It was there to collect the natural drainage that traveled downhill (see new construction at P510). The volume of the water at that location had been limited to what came down that drainage.

The new design captures drainage from the road surface beginning at 267+67 which finds its way into the next downhill structure (S155) located at 271+52, that is piped through P175 to the next collection structure (S160), which is piped to the next collection structure (S165) through P180, which then flows through P190 to terminate at S170 and joins the natural drainage gathered at the culvert in question.

The accumulation of water flowing through that structure is pretty impressive during a rain event and far exceeds what is coming down the natural hillside drainage.

Apart from the risks to the subdivision situated between the highway and Lower Cook Inlet, a slide crossing or removing a portion of the highway in that area would isolate our local communities and other communities that depend on our marine transportation terminal.

I hope that you will give some new consideration to resolving the increased volume discharge at that location. It hardly seems logical that adding hundreds of feet of a four lane road surface that feeds into three additional drain structures can be considered incidental volume.

I appreciate you looking at this again, and look forward to a continued correspondence.

Sincerely:

Ken Castner
Mayor, City of Homer, Alaska



City of Homer

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April 16, 2019

Homer Emblem Club #350
P.O. Box 614
Homer, Alaska 99603

To the Officers and Members of the Homer Emblem Club:

It is my pleasure to extend appreciation from the City of Homer for what the Homer Emblem Club #350 does for our community.

The members of your club work with the community on the following programs: The *Share the Spirit* food baskets and fundraising activities around the Thanksgiving and Christmas holidays, at events during the year such as the *Burning Basket*, and participation in special acknowledgements such as the *Quilts of Valor* presentations.

As Mayor of Homer I am very impressed with the care that you give the Veteran's Park that is located next to the Homer City Fire Hall and thank you for honoring the men and women who have served us faithfully. Your members have given countless hours serving our veterans every year.

Emblem Clubs play a critical role in our communities, not only through its various programs, but by supporting local food pantries, and providing disaster relief. Your members are always ready to step up.

I hope your organization will continue its support and efforts to our community's residents, veterans and those in need. Your work and dedication to the community is greatly appreciated.

Respectfully,

Ken Castner, Mayor

ORDINANCE REFERENCE SHEET
2019 ORDINANCE
ORDINANCE 19-15

Ordinance 19-15, An Ordinance of the City Council of Homer, Alaska Amending the 2019 Capital Budget to Appropriate funds in the Amount of \$1,697,865 from the Police Station Project Account for Project Management, Design Support, Early Site Civil Construction and Land Purchase Repayment Associated with the New Homer Police Station Project. City Manager/Public Works Director. City Manager/Public Works Director. Recommended dates Introduction April 8, 2019, Public Hearing and Second Reading April 22, 2019

Sponsor: City Manager/Public Works Director

1. City Council Regular Meeting April 8, 2019 Introduction
Memorandum 19-043 from Public Works Director
2. City Council Regular Meeting April 22, 2019 Public Hearing and Second Reading
Memorandum 19-043 from Public Works Director

CITY OF HOMER
HOMER, ALASKA

City Manager/
Public Works Director

ORDINANCE 19-15

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING THE 2019 CAPITAL BUDGET TO APPROPRIATE FUNDS IN THE AMOUNT OF \$1,697,865 FROM THE POLICE STATION PROJECT ACCOUNT FOR PROJECT MANAGEMENT, DESIGN SUPPORT, EARLY SITE CIVIL CONSTRUCTION AND LAND PURCHASE REPAYMENT ASSOCIATED WITH THE NEW HOMER POLICE STATION PROJECT.

WHEREAS, The Police Station project design is 65% complete; and

WHEREAS, Prior to finalizing the design, establishing a maximum allowable construction cost, and initiating construction; additional funds need to be appropriated to cover work in support of the project; and

WHEREAS, The funds will cover costs related to project management, design support, early site civil construction, and HART repayment for land on which the new police station will be constructed (see Memorandum 19-043).

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY 2019 Capital Budget to appropriate \$1,697,865 from the Police Station Project Account costs related to project management, design support, early site civil construction, and HART repayment for land on which the new police station will be constructed.

Expenditure:

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
151-7010	Police Station	\$1,697,865

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

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 22nd day of April, 2019.

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CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Introduction:
Public Hearing:
Second Reading:
Effective Date:

YES:
NO:
ABSTAIN:
ABSENT:

Reviewed and approved as to form:

Katie Koester, City Manager

Date: _____

Holly Wells, Attorney

Date: _____



City of Homer

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Public Works

3575 Heath Street
Homer, AK 99603

publicworks@cityofhomer-ak.gov

(p) 907- 235-3170

(f) 907-235-3145

Memorandum 19-043

TO: Katie Koester, City Manager

FROM: Carey S. Meyer, Public Works Director

DATE: April 3, 2019

SUBJECT: Appropriation Authorization
New Police Station – 2nd Appropriation

Below is the original budget and existing/proposed expenditure authorizations approved or expected to be approved by the City Council regarding the new Police Station project:

	Approved Budget	Previous Appropriation	Currently Needed Appropriation	Future Appropriation
Building Construction	\$4,533,460		\$1,183,565	\$3,349,895
Sally Port	\$126,000			\$126,000
Civil Site Improvements	\$565,000		\$159,500	\$405,500
Accessory Buildings	\$350,000			\$350,000
Design (8% of construction)	\$473,829	\$473,828		
Inspection	\$139,362		\$39,500	\$99,862
1% for Art	\$45,335			\$45,335
Furnishings	\$145,000			\$145,000
Communications	\$205,000			\$205,000
Contingency (10%)	\$659,015		\$57,300	\$601,715
Repay HART for property	\$258,000		\$258,000	\$0
Total Project	\$7,500,000	\$473,828	\$1,697,865	\$5,328,307

To date \$364,900 has been spent from \$474,828 previously appropriated. The project design is 65% complete. Prior to finalizing the design and establishing a final maximum allowable construction cost (MACC), some additional funds need to be appropriated to cover work in support of project design (including project management costs, design support); early civil site construction costs; and HART repayment for land on which the new police station will be constructed. As shown above, the additional appropriation required at this time is \$1,697,865.

Recommendation: The City Council pass an ordinance appropriating \$1,697,865 from the Police Station Project Account for project management, design support, early site civil construction, and land cost repayment associated with the new Homer Police Station project. (151-7010)

ORDINANCE REFERENCE SHEET
2019 ORDINANCE
ORDINANCE 19-19

An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Title 14.08, "Water Rules and Regulations" to add HCC 14.08.015, "Water Service Area" and Prohibiting the City from Providing Water Service Outside the City of Homer Unless Authorized by Ordinance or Required by Law and Requiring the Adoption of Extraterritorial Public Utility Agreements by Resolution.

Sponsor: Aderhold

1. City Council Regular Meeting April 22, 2019 Introduction

**CITY OF HOMER
HOMER, ALASKA**

Aderhold

ORDINANCE 19-19

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA, AMENDING HOMER CITY CODE TITLE 14.08, "WATER RULES AND REGULATIONS" TO ADD HCC 14.08.015, "WATER SERVICE AREA" AND PROHIBITING THE CITY FROM PROVIDING WATER SERVICE OUTSIDE THE CITY OF HOMER UNLESS AUTHORIZED BY ORDINANCE OR REQUIRED BY LAW AND REQUIRING THE ADOPTION OF EXTRATERRITORIAL PUBLIC UTILITY AGREEMENTS BY RESOLUTION.

WHEREAS, It is in the interest of the City of Homer ("City") to prioritize providing City-owned utilities to City residents and taxpayers; and

WHEREAS, The City has no authority to regulate the development or zoning of real property outside the City's boundaries; and

WHEREAS, Properties outside City limits do not contribute to the costs of maintaining and providing City-owned public utilities through property tax, public utility assessments or, in the case of businesses, sales tax; and

WHEREAS, For these reasons the water service area of the City should not be expanded outside City limits without careful and deliberate consideration by City Council via ordinance or as otherwise required by law.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends Homer City Code 14.08, "Water Rules and Regulations" by adding a new section HCC 14.08.015 entitled "Water Service Area":

14.08.015 Water Service Area

- a. Except as otherwise required by law, the extension of water service outside City boundaries is prohibited unless the extension is requested by the governing body of the outside jurisdiction via ordinance. Water may not be extended outside City boundaries unless approved by Council via ordinance or otherwise required by law.

- 41 b. All agreements for water service outside City boundaries must be approved by Council
42 via resolution. The resolution must:
 - 43 1. Identify the property to be serviced and its location;
 - 44 2. Identify the essential terms and conditions of the agreement between the
45 property owner and the City;
 - 46 3. Specify the cost of extending water service to the identified property; and
 - 47 4. Affirm the extension of water services under this section is lawful, in the City's
48 best interest, and in furtherance of public health and welfare within the City.
- 49
- 50 c. Water may not be extended outside City limits until the City amends its certificate of
51 public convenience and necessity to include the extended service area if required by
52 state law.
- 53
- 54 d. Except as provided in this title or upon approval granted by Council via ordinance,
55 persons outside City limits will be treated the same as persons inside City limits with
56 regard to permitting fees and water rates.

57
58 Section 2. This ordinance shall take effect upon its adoption by the Homer City Council.

59
60 Section 3. This ordinance is of a permanent and general character and shall be included
61 in Homer City Code.

62
63 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___ day of _____, 2019.

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66 CITY OF HOMER

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70 KEN CASTNER, MAYOR

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72 ATTEST:

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76 MELISSA JACOBSEN, MMC, CITY CLERK

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78 Introduction:
79 Public Hearing:
80 Second Reading:
81 Effective Date:
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- 83 YES:
- 84 NO:
- 85 ABSTAIN:
- 86 ABSENT:

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88 Reviewed and approved as to form:

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90 _____

91 Katie Koester, City Manager

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93 Date: _____

Holly Wells, City Attorney

Date: _____



City of Homer

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Memorandum

TO: Mayor Castner and Homer City Council
FROM: Katie Koester, City Manager
DATE: April 17, 2019
SUBJECT: April 22nd City Manager Report

Presentation on Tsunami Maps May 8th

Dr. Elena Suleimani with the Geophysical Institute at the University of Alaska Fairbanks will be in Homer to brief emergency responders and public officials on tsunami threats in our area and the newly released tsunami maps Wednesday, May 8th at 9:00AM in Council Chambers?. This will be an update to the presentation she gave a little over a year ago before the maps were finalized. It is a fascinating opportunity to learn more about potential tsunami behavior in Kachemak Bay and I encourage councilmembers to attend if possible. It provides valuable context to the work the City is doing in emergency preparedness and response.

Installation of Sharps Containers in City Restrooms

The City was recently approached with a request to install more sharps containers in public restrooms by the Syringe Exchange. Prior to the City receiving this request, Building Maintenance had already ordered and installed sharps containers in the library restrooms and airport restrooms, an effort that was initiated after the library requested the containers be installed since library staff are handed needles from the public. City staff have begun organizing discussions with the Syringe Exchange to see how the City can protect the public and City staff from encountering needles. For example, Building Maintenance supervisor Mike Riley shared that two custodians had been poked by needles at the library before the containers were installed. Parks Maintenance staff also encounter needles but on a more regular basis while cleaning restrooms and City parks. Having sharps containers in public restrooms provides an opportunity for the safe disposal of needles but there are risks associated with the containers, mainly vandalism of the boxes.

Homer Steps It Up Challenge: May 1st – 28th

Don't forget to enroll in the Homer Steps It Up Challenge. This community-wide challenge is a friendly way to encourage an active lifestyle. Councilmembers and their families are encouraged to participate. To enroll in the challenge, visit <https://homerstepsup2019.challengerunner.com> and select the City of Homer team! You can use any pedometer and enter your data on the challenge website or sync *ChallengeRunner* with many wearable activity trackers, Apple Health, Samsung Health & the Moves App. To see if your device is supported, log into *ChallengeRunner* and click on your "Profile", then select your device or app from the Fitness Tracker list and follow the directions.

Other important things for everyone to know: the challenge runs from May 1st - 28th

*Teams are competing for two trophies this year! The small team trophy (5-24 people) and the large trophy (25 or more). We also have a Facebook page for the challenge:

<https://www.facebook.com/homerstepsup/>

Update on Online Sales Tax

I participated in a conference call with Alaska Municipal League (AML), city managers and finance directors from across the state on experiences with Amazon. Right now, Amazon is voluntarily remitting sales tax in some communities, though it appears only on direct sales from Amazon (and not third party vendors). AML is working towards establishing a statewide single point of contact for online vendors to collect and distribute online sales tax. As part of this effort, municipalities have to adopt common definitions, a single third party administrator, and agree how to make collection, remittance, and audit a “one stop shop.” On June 6th in Anchorage, AML will host a full day meeting on how to tackle establishing shared definitions. I am looking for Council direction for my level of participation in these conversations, given the City of Homer adopts the definitions in the Kenai Peninsula Borough code by reference.

A follow up meeting to the June 6th meeting will be scheduled to discuss what a governing body might look like for a single state wide administration at the summer meeting in August. After that is decided on, AML will work with Larry Persily, who has been retained to provide guidance on this issue, to solicit a vendor for the single point of collection model.

Changing of the Guard at Homer Public Library May 1st

I would like to welcome David Berry to the City of Homer team as the new Library Director. His first day on the job is Monday, April 22nd in order to have some overlap training with current Library Director Dixon before taking over May 1st. Mr. Berry holds a Master of Library and Information Studies degree from the University of British Columbia and was the former director of the Taft College Library in Taft, California. He brings a passion for small community libraries, an understanding of the role technology in library services, and a deep appreciation of our wonderful town. Please extend a warm welcome when you see him and let him know what the Homer Public Library Means to you. Library Director Dixon will be retiring at the end of the month. She has spent eight years serving the patrons of the Homer Public Library with a quiet dignity, grace and commitment to excellence. I would like to thank her for her exemplary service and wish her well on her next adventure. Hopefully it involves writing more children’s books, they are a favorite of many including mine!

Meeting with Division of Community and Regional Affairs (DCRA)

The State of Alaska assigns local government specialists by region to act as contacts for communities, incorporated or not, to help navigate Title 29 and provide basic services. City Clerk Jacobsen and I met with our Local Government Specialist Joe Samaniego and his colleague Jed Cox on Tuesday, April 17. In addition to providing advice on *Title 29 - Municipal Government*, he gave us some great ideas for connecting with state resources on disaster preparedness, erosion mitigation, and Census 2020. We will be sure to follow up with Mr. Samaniego on these topics. DCRA produces a number of useful materials that members may want to familiarize themselves with including a Primer for City Councilmembers and various handbooks that can be found online at: <https://www.commerce.alaska.gov/web/dcra/LocalGovernmentAssistance.aspx>

No paper packets

With the implementation of the Municode Meetings Agenda Management Program one of the City Clerk’s goals is to get Mayor and Council off the paper and on their iPads for meeting packets. There are features of the program that allow Mayor and Council to securely log in to view their public packet and their private confidential packet, when provided. There is also a feature for voting on the iPad where the Mayor will call

for the vote, Councilmembers will simply select yes or no on their iPad, and the count will be stated record and recorded in the minutes. iPad voting will eliminate the need for the rotating roll call votes or asking for unanimous consent. With respect to paper packets, the City Clerk's office staff spends several hours printing, binding, and distributing City Council packets twice a month, many of which end up in the recycle box after the meeting. While there will always be a paper packet available at City Hall and at the Library for public use, eliminating paper packets will increase efficiencies, save paper, and most importantly, save money. The City Clerk's goal is to print the last paper packet on for the June 24th City Council meeting, and be paperless at the July 22nd meeting. Please note the Clerk's Office will address any necessary accommodations as needed.

Enc:

Homer Steps it Up Challenge Flyer

KPB Sales Tax Code, definitions section

FAQ from AML on online sales tax

New Library Director Selected Press Release

City of Homer Treasurer's Report (will be included in future quarterly reports)

HOMER

steps up!

2019

Free Community Walking Challenge

May 1 - 28, 2019

Contact us today if your business, organization, or group is interested in having a team!

Individuals can participate, too!

wellness@sphosp.org or [\(907\) 235-0970](tel:(907)235-0970)

if you are an Individual Stepper, or your team is already registered:

enroll at homerstepsup2019.challengerunner.com

100 million steps in May - together!

South Peninsula Hospital
Foundation

*Supporting our community
in so many ways*



5.18.900. - Definitions.

When not clearly otherwise indicated by the context, the following words and phrases, as used in this chapter, have the following meanings:

- A. "Buyer" includes persons who are purchasers of personal property, rental space, or services.
- B. "Long-term vehicle lease" means a lease of a motor vehicle, as defined below, for a period of 24 months or longer. As used herein a "motor vehicle" is a motor vehicle, as defined in AS 28.40.100(12), that is either required to be registered under AS 28.10.011, or is exempted from registration under AS 28.10.011(6) and (11). However, "motor vehicle" does not include either an "off-highway vehicle" as defined in 13 AAC 40.010(30) or a "snowmobile" as defined in 13 AAC 40.010(49).
- C. "Mayor" or "borough mayor" means the mayor of the Kenai Peninsula Borough or his designee.
- D. "Nonprofit organization" means an association, corporation, or other organization where no part of the net earnings of the organization inures to the benefit of any member, shareholder, or other individual.
- E. "Office location" means the place in the borough where the seller does business, as determined by the borough.
- F. "Person" includes individuals and every person recognized in law and every group of persons who act as a unit.
- G. "Quarter" means trimonthly period established by the finance director.
- H. "Sale" or "retail sale" includes:
 - 1. Every sale or exchange of services;
 - 2. Every rental or lease of personal property;
 - 3. Every sale of the use or play of a vending machine;
 - 4. Installment, credit, and conditional sales;
 - 5. Every sale of use or title in tangible personal property, regardless of quantity or price, whether sold by vending machine or otherwise;
 - 6. Every rental or lease of real property other than a rental or other agreement for occupancy of residential real property pending the closing of a transaction which does not exceed 90 days in length for a buyer of that property.
 - 7. Gaming sales authorized by AS 5.15.
- I. "Sales price" means consideration paid by the buyer whether money, credit, rights, or other property, expressed in terms of money equal to the fair market value of the consideration and including delivery or installation costs, taxes, or any other expenses

whatsoever, measured by the gross sales price of the seller.

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- J. "Seller" includes persons who are vendors of property, persons furnishing services, the lessors of rental space or goods, and all persons making sales, including space or goods, and all persons making sales, including consignees and persons who conduct sales where items will be sold for a commission or fee. Notwithstanding any other provisions of this chapter, "seller" includes all persons engaging in sales of fireworks regardless of the length of time, duration, or volume of such sales in any calendar year.
- K. "Services" includes all services of every manner and description, which are performed or furnished for compensation, including but not limited to:
1. Professional services;
 2. Services in which a product or sale or property may be involved, including personal property made to order;
 3. Utilities and utility services not constituting a sale of personal property, including but not limited to sewer, water, solid waste collection or disposal, electrical, telephone services and repair, natural gas, cable or satellite television, and Internet services;
 4. The sale of transportation services;
 5. Services rendered for compensation by any person who furnishes any such services in the course of his trade, business, or occupation, including all services rendered for commission;
 6. Any other services, including advertising, maintenance, recreation, amusement, and craftsman services;
- L. "Time of sale" for installment sales is the time at which the initial payment is made.
- M. "Temporary lodging" is defined as a service to provide any lodging of less than one month.
- N. "Vending machines" means any good or service-dispensing machine or amusement device of any kind.
- O. "Newspaper" means a publication of general circulation bearing a title, issued regularly at stated intervals at a minimum of at least two weeks, and formed of printed paper sheets without substantial binding. It must be of general interest, containing information of current events. The word does not include publications devoted solely to a specialized field. It shall include school newspapers, regardless of the frequency of the publication, where such newspapers are distributed regularly to a paid subscription list.
- P. "Periodical" means any bound publication other than a newspaper that appears at stated intervals, each issue of which contains news or information of general interest to the public, or to some particular organization or group of persons. Each issue must bear

a relationship to prior or subsequent issues with respect to continuity of literary character or similarity of subject matter, and sufficiently similar in style and form to make it evident that it is one of a series.

- Q. "Recreational sales" means sales where the seller provides recreational services and rentals, except automobile rentals, to the buyer, either separately or in a combination, at an aggregate price, including, but not limited to guiding, charters, sightseeing tours, outfitting or equipment rentals, instructional classes or lessons, and beauty or spa services.
- R. "Unit" means a room or single unit that is customarily advertised and rented at a flat rate regardless of the number of occupants.
- S. Occasional or intermittent in nature, under KPB 5.18.200(A)(20) means the sales of goods do not occur for more than 14 days in a calendar year.
- T. "Common carrier" means an individual or a company, which is in the regular business of transporting freight for hire. This is distinguished from a private carrier which transports its own goods and equipment, and makes deliveries of goods sold to its customers.

(Ord. No. 2017-26, § 2, 10-10-17; Ord. No. 2016-45, § 1, 1-17-17; Ord. No. 2016-40, § 2, 1-3-17; Ord. No. 2016-31, § 17, 9-6-16; Ord. No. 2006-41, § 1, 1-2-07; Ord. No. 2005-09, § 3, 6-7-05; Ord. No. 2002-39, § 15, 12-10-02; Ord. No. 94-59, § 2, 1994; Ord. No. 94-27, § 22, 1994; Ord. No. 90-59, §§ 5, 6, 1990; Ord. No. 90-48, § 1(part), 1990; Ord. No. 89-31, § 1, 1989; Ord. No. 88-40, §§ 7, 8, 9, 19, 1988; Ord. No. 87-10, § 6, 1987; Ord. No. 84-74, § 1(part), 1985)

Online Sales Tax FAQ From AML April 12, 2019

How did the June 2018 U.S. Supreme Court decision change the sales tax world?

The U.S. Supreme Court on June 21, 2018, upheld the state of South Dakota's right to require online sellers to collect and remit sales tax on orders delivered into the state. The 5-4 decision effectively overturned a Supreme Court decision from 1992 that went against the state of North Dakota. The 2018 case is South Dakota vs. Wayfair (a nationwide online retailer of furniture and home goods).

What were the issues in the court case?

In its ruling, the Supreme Court noted that the South Dakota Legislature had determined "that the inability to collect sales tax from remote sellers was 'seriously eroding the sales tax base' ... causing revenue losses and imminent harm."

The court explained, "The central dispute is whether South Dakota may require remote sellers to collect and remit the tax without some additional connection to the state," such as an office or warehouse or employees. And although the 1992 decision against North Dakota commented that requiring remote sellers to collect and remit sales tax "might unduly burden interstate commerce" without such a physical or legal connection, called nexus, the court's 2018 decision found otherwise. "The administrative costs of compliance, especially in the modern economy with its Internet technology, are largely unrelated to whether a company happens to have a physical presence in a state," the Supreme Court said in its 2018 decision.

Allowing online sellers to avoid collecting sales taxes "has come to serve as a judicially created tax shelter for businesses that decide to limit their physical presence and still sell their goods and services to a state's consumers," the court added.

In its order, the Supreme Court said it overruled the 1992 decision because it was "unsound and incorrect."

Does the court decision require online sellers to collect sales tax?

No, it does not require online merchants of goods and services to do anything unless a state's sales and use tax is written to apply to online orders (remote merchants). If a state chooses not to extend its sales and use tax to online orders, the Supreme Court decision does not require merchants to voluntarily collect and remit the tax. The decision is up to each state.

Does the court decision apply to municipalities?

No, not exactly, not directly. The word "municipality" appears nowhere in the Supreme Court decision. The case, the briefings, the discussion and the order focused solely on state sales and use tax. But, the same reasoning, the same legal questions likely would apply to municipal sales taxes: Are they discriminatory against interstate commerce, do they pose an undue burden on interstate commerce, are they administered fairly to all parties. As Alaska is the only state that allows municipal sales taxes without an overriding set of rules in a state sales tax, Alaska is unique. But we're used to that.

What are the challenges for Alaska municipalities?

Without a clearly defined set of legal standards in the court decision for municipalities, Alaska cities and boroughs have to make their best legally educated guess at what set of tax definitions, rules, exemptions and administrative procedures would be needed to replicate and adhere to the intent of the court opinion allowing taxation of online sales. Such as, no undue burden on interstate commerce, no retroactive taxation, and a system that standardizes tax rules to reduce administrative and compliance costs for remote merchants. There is no checklist of what will work or what is not allowed — Alaska municipalities will have to set their own trail.

What's the path forward for Alaska municipalities that want to collect taxes on online sales?

A coordinated approach is best. In fact, it's probably the only way to succeed. It's hard to imagine that a large, nationwide online merchant, a small remote seller — or a court, in the event of a legal challenge — would accept dozens of municipal codes, each with its own unique set of definitions, administrative rules, limits and exemptions as an acceptable system that standardizes taxes to reduce administrative and compliance costs.

By working together, Alaska cities and boroughs stand the best chance of crafting a workable sales and use tax structure that serves local needs while establishing a legally secure path to collecting municipal taxes from online sales.

What is the Alaska Municipal League doing to help?

The Alaska Municipal League established a working group in 2018 to explore the best answers for bringing Alaska cities and boroughs into the world of collecting tax revenue from online sales. AML is looking into the legal issues, software and administrative costs, including the option of contracting with a third-party vendor with experience in state sales taxes to handle the collection and distribution of tax remittances from online merchants. AML plans to provide frequent updates on its progress to its members, with reports at the board meeting in Anchorage in May, the summer meeting in Soldotna in August, and a final review at the general membership meeting in Anchorage in November.

The idea is that AML would establish a cooperative effort — entirely optional for each Alaska municipality — to participate in a centralized online sales tax collection, administration and enforcement program. Municipalities that join and agree to adopt the required changes to their sales tax codes would benefit from the collective strength of presenting a unified approach to online merchants nationwide. Cities or boroughs that choose not to join still could try on their own to adopt and enforce sales taxes on online merchants.

State law allows Alaska municipalities to sign intergovernmental cooperating agreements — similar to mutual-aid pacts between fire departments. AML's legal review concluded that a cooperative tax administration and collection agreement essentially would be the same and would not require any state legislation.

Is there any guarantee that municipalities can force online sellers to collect the tax?

There is no guarantee that every online merchant will willingly collect and remit sales taxes to a centralized administration for Alaska municipalities. But the odds of success are much better than 100+ different sales tax administrations statewide.

The deciding factor may be how “homogenized” Alaska’s cities and boroughs are willing to make their tax codes. The more the codes are the same, the better the argument that the municipalities are adhering to the standards the Supreme Court cited in its Wayfair decision.

“Nobody can give you an absolute legal answer” as to how far municipalities can stray from the intent and spirit of the Wayfair decision and still win if taken to court, the vice president and tax counsel for the National Retail Foundation told AML. Her advice: Go with the Streamlined Sales Tax Project’s definitions

What is the Streamlined Sales Tax Project?

The Streamlined Sales Tax Project began in March 2000 with the goal “to find solutions for the complexity in state sales tax systems.” It was, in great part, that complexity that led to the 1992 Supreme Court decision against North Dakota’s efforts to require tax collections by remote merchants.

The result is the Streamlined Sales and Use Tax Agreement, which targets simplifying and modernizing sales and use tax administration to substantially reduce the burden of tax compliance. The agreement focuses on state-level administration of sales and use taxes; uniformity in each state’s state and local tax bases; uniformity of major tax base definitions; central electronic registration for merchants; simplification of state and local tax rates; uniform sourcing rules for all taxable transactions (defining the point of the taxable transaction); and simplified administration of exemptions, tax returns and payments.

As of March 2019, 24 states had adopted the agreement. No federal law requires states to sign on for the Streamlined Sales Tax Project, but doing so makes it easier for states to capture maximum revenues from remote merchants.

The more that Alaska municipalities can follow the Streamlined Sales and Use Tax Agreement, the better the odds of success in achieving full compliance from online merchants.

Can complexity lead to legal objections?

Yes, but it is unknown how much complexity would break the legal back of taxing online sales. In his dissenting opinion in the Wayfair case, Chief Justice John Roberts pointed to the complexity of sales tax laws nationwide. “Correctly calculating and remitting sales taxes on all e-commerce sales will likely prove baffling for many retailers. Over 10,000 jurisdictions levy sales taxes, each with different tax rates, different rules governing tax-exempt goods and services, (and) different product category definitions.” He noted that New Jersey collects sales tax on yarn purchased for art projects but not on yarn made into sweaters. “Texas taxes sales of plain deodorant at 6.25 percent but imposes no tax on deodorant with antiperspirant.” Illinois categorizes Twix bars as food and Snickers candy, and taxes them differently, the chief justice noted, only because Twix includes flour.

Why are Amazon and some merchants already collecting sales tax for Alaska municipalities?

Amazon has started collecting sales tax in several Alaska jurisdictions, though it appears that in most (many?) cases it is collecting tax only on Amazon’s own goods and not on sales of third-party merchandise. A coordinated, AML-led approach could remedy this shortcoming by directing municipalities to change their codes to encompass all goods sold online, whether direct by the merchant or fulfillment by a third-party seller. A coordinated effort also would clarify which business is responsible for collecting and remitting the tax: The website that takes the order or the business that fills the order?

As of March 2019, Amazon had yet to register with all Alaska municipalities, and for most municipalities the online merchant’s first sales tax returns are not due until a month after the end of the first quarter. After Amazon and other vendors file their first returns, Alaska municipalities will have a better sense of any enforcement issues.

There have been reports that Amazon is misapplying local taxes on some sales that should be tax-exempt. As it is now, each municipality has to contact Amazon individually — or any other online vendor — to educate the merchant on the details of their specific municipal tax code. A single online sales tax administrator for Alaska municipalities would improve the situation.

As to Amazon specifically, in a few cases the online retailer is collecting sales tax for deliveries in Alaska because it has a legal connection — a nexus — in that city or borough, such as an Amazon subsidiary or affiliate that does business in the municipality. But in most cases in Alaska, Amazon is collecting sales tax voluntarily. Unless a municipal code is written as a sales and use tax, or otherwise specifically addresses online sales, merchants such as Amazon are not legally obligated to collect the city or borough sales tax.

What’s a ‘use tax,’ and does it apply to Alaska municipalities?

A “use tax,” as part of a “sales and use tax,” makes it clear under the law that the tax applies to goods regardless whether they were sold over the counter in the jurisdiction or delivered into the jurisdiction for use. The Streamlined Sales Tax Project model code recommends participating states adopt a sales and use tax. Some Alaska municipalities already have it in code, but most do not. It is unknown at this time if the AML online sales tax project will adopt sales and use tax as its recommended language for municipalities.

How can online merchants determine which municipality gets the taxes?

One significant problem that Alaska municipalities must overcome is to construct a user-friendly online mapping system so that merchants can accurately determine the correct tax jurisdiction. Such as, a buyer may have a Soldotna ZIP code and mailing address but does not live within the city of Soldotna and believes they should not be liable for Soldotna city sales taxes. The same can be said for Interior residents with a North Pole mailing address. (ZIP+4, unfortunately, does not always match municipal boundaries in Alaska, and therefore cannot be used for determining the tax jurisdictions.) Other states and third-party contractors provide

online mapping tools for sellers, and third-party vendors could help Alaska develop one that covers the entire state. In addition to creating the “tax look-up map” (as it is called in the state of Washington), Alaska municipalities would have to establish a system for keeping the map current with new subdivisions, new addresses for businesses and residences, annexations and such.

Can online vendors handle additional, specific sales taxes?

Yes, such as on alcohol or tobacco taxes, in addition to general sales taxes. Other states levy additional taxes on certain items, such as alcohol, and nothing in the Streamlined Sales Tax Project argues against such additional sales or excise taxes. The third-party vendors that offer administration software for states can accommodate such taxes.

What are some of the tax code decisions that Alaska municipalities will have to make?

Taxation limits

- Several Alaska municipalities have in place a limit on the amount of a single transaction subject to sales tax. For example, in Juneau the sales tax stops charging after a single transaction (an invoice, not a single item) reaches \$12,000 (though there is no limit to taxation of jewelry). In the Kenai Peninsula Borough, the cap is \$500. It is unknown at this time if Alaska municipalities can maintain their disparate application of such “tax caps” and still have a reasonable chance of surviving a legal challenge should an online merchant want to contest the “undue burden” of navigating different tax limitations.

Point of taxation

- Alaska municipalities most certainly will need to define and adopt a common definition for the point of the taxation transaction, especially since this could affect the rate charged and where the tax is remitted. Such as, if a buyer receives the order at a post office in one city but takes it to their residence in another city, where did the taxable transaction occur, and which city gets the money? Where the item was delivered or where it was used? The same difficulty would apply to the online seller as it tries to determine the tax rate — it needs to know which address to check on the tax look-up map, the point of delivery or the residence of the buyer? This definition will need to be consistent for all Alaska municipalities that choose to participate in the AML effort.

Definitions

- Definitions should be consistent among participating municipalities for any tax-exemptions, such as food (taxed or not taxed, or divided between prepared and unprepared, and how to define those terms), sale-for-resale, purchases by senior citizens, manufacturing components, construction materials that will be incorporated into real property in the municipality, farming supplies, funeral supplies, medical equipment, over-the-counter drugs and medical items, sales to and/or by nonprofits,

sales by government agencies. The definitions will require a lot of work between municipalities.

Collection thresholds

- South Dakota sets a significantly higher minimum threshold for annual sales into the state by a remote merchant than for local businesses before the out-of-state business has to collect and remit sales taxes. Whatever Alaska municipalities decide needs to be consistent for all municipalities in the AML program. Otherwise, remote merchants could get caught up in a maze of different registration and reporting standards.
- For example, municipalities may want to exempt small-scale sellers from registering, collecting and remitting, such as businesses with less than \$2,500 a year of sales into the jurisdiction. An example would be an online jewelry maker in New York that might sell \$300 of goods into any one Alaska city in a year. How much do Alaska municipalities want to exempt occasional sellers from collecting sales tax? And should it be the same threshold for remote sellers as in-town businesses?

Examples of taxable decision items

- Do municipalities want to collect sales tax on motor vehicles, boats and airplanes imported into the municipality?
- How will municipalities treat commissions that are retained by online sellers? Is the tax applied to the total price of the goods, or only on the net received by the seller after the commission is deducted?
- Are delivery charges taxable if they are listed separately from the purchase price?
- Are software downloads taxable, such as music and apps and streaming services?
- Are Amazon Prime membership dues taxable?
- Are online subscriptions taxable, such as news sites?

Administrative issues

- How will municipalities handle refunds of sales taxes paid in error by the seller or collected in error by an online seller? Who will issue the refund: The seller or the municipality?
- Will municipalities allow a discount or “commission” of tax collections, intended to partially compensate the merchant for its costs of bookkeeping as the municipality’s tax collector? Should this discount, or retention, be the same for online and local vendors? Many Alaska cities and boroughs allow their local merchants to hold back a small percentage as compensation for their work as a tax collector.
- Can the AML project accommodate seasonal adjustments to a municipality’s tax rates, or special “tax holidays” as municipalities sometimes offer for back-to-school shopping or other annual categories?
- Are intrastate online sales treated differently than interstate sales?



City of Homer

www.cityofhomer-ak.gov

Administ - 155 -

491 East Pioneer Avenue
Homer, Alaska 99603

(p) 907-235-8121 x2222

(f) 907-235-3148

NEWS RELEASE:

New Homer Public Library Director Hired

For immediate release April 19, 2019.

The City of Homer is pleased to announce that David Berry will be Homer Public Library's new director, replacing retiring director Ann Dixon as of May 1.

Mr. Berry holds a Master of Library and Information Studies degree from the University of British Columbia. In addition to student positions in Virginia, he served as a Librarian 1 at the Kern County Library in Bakersfield, CA and as the Director of Taft College Library in Taft, CA. His most recent accomplishment is an upcoming degree in Art with a minor in Spanish from the University of Alaska Anchorage, where he has also been employed for the past three years. He was a member of the U.S. Coast Guard Auxiliary for seven years, holds a black belt in tae kwon do, and not surprisingly, loves to read.

The son of a diplomat, Mr. Berry has lived in numerous places around the world but considers Virginia to be where he grew up. He came to Alaska because he always wanted to live in the North. Homer's vibrant arts and literary scene, opportunities for outdoor recreation, and the combination of administrative duties with front-line librarianship required by the Homer Library job attracted him to the position. His well-rounded background and collaborative, community-centered approach to librarianship align positively with Homer Library's mission and institutional culture.

After almost 8 years as Homer Public Library director, Ms. Dixon's last day on the job will be April 30. Mr. Berry will begin work on April 22. "I'm pleased we'll have time to work together for a smooth transition," says Director Dixon. "There are lots of details involved in running a library. I've been writing notes for months but personal communication will be super helpful."

"Under Ann's leadership and commitment to excellence, the Homer Public Library has grown into the vibrant community center it is today. I wish her the best on her next adventure and thank her for eight years of service to the people of Homer," says City Manager Katie Koester.

Mr. Berry was chosen from a field of applicants by a hiring committee that included Director Dixon, City administrative personnel and representatives from the Library Advisory Board and the Friends of the Homer Library. Of the initial dozen applicants, three candidates were selected for video conference interviews. Mr. Berry was offered the position after a face-to-face interview in Homer with the full committee, followed by several hours of informal conversations with library staff and additional members of the Friends' and LAB boards. Mr. Berry commented, "It speaks well of Homer that so many people have an interest in meeting a potential library director, and I enjoyed meeting them all."



City of Homer

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Administ - 156 -

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“David will be a great fit for Homer as he has a clearly demonstrated passion for libraries, learning and community that will help the library continue to thrive and respond creatively to the needs of our community,” says City Manager, Katie Koester.

The public is invited to stop by the Library conference room on April 30 from noon to 2:00 pm to wish outgoing Director Dixon well and welcome incoming Director Berry.

Contact:

Ann Dixon

907-435-3151

adixon@ci.homer.ak.us

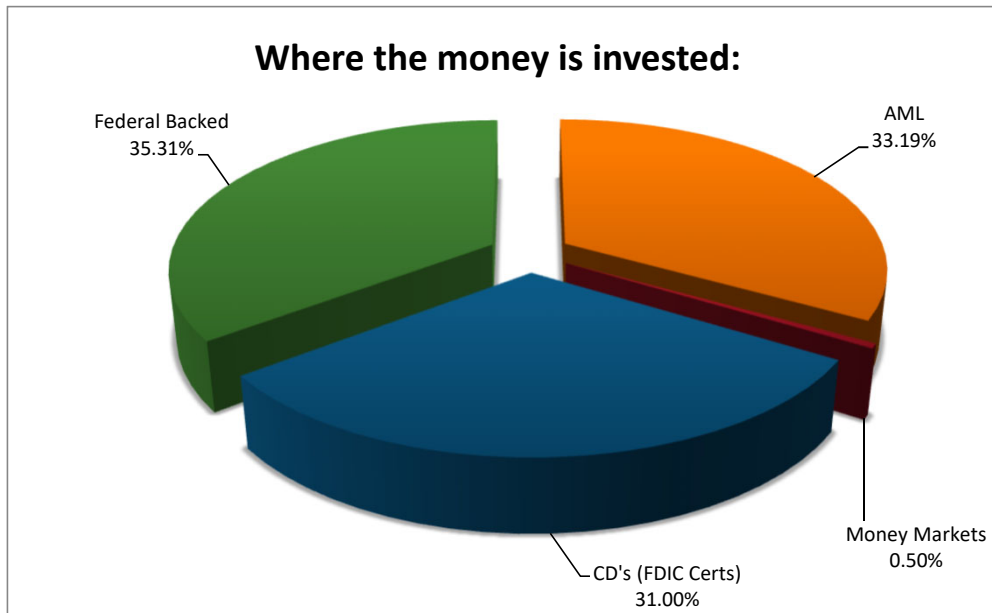
**CITY OF HOMER
Treasurer's Report**

As of:

March 31, 2019

INVESTMENT BY INSTITUTION:	\$ Invested	% Of \$ Invested
Alaska Municipal League	\$ 8,058,650	33%
Pro-Equities	\$ 16,219,160	67%
Total Cash and Investments	\$ 24,277,809	100%

MATURITY OF INVESTMENTS:	AMOUNT	% Of Investment by Maturity Date
1 to 30 Days	4/30/2019 \$ 8,179,161	35%
30 to 120 Days	7/29/2019 \$ 134,883	25%
120 to 180 Days	9/27/2019 \$ 246,617	7%
180 to 365 Days	3/30/2020 \$ 1,797,185	3%
Over 1 Year	\$ 13,919,964	29%
TOTAL	\$ 24,277,809	100%



These investments are made in accordance with the City of Homer's investment policy pursuant to Ordinance 93-14, Chapter 3.10. The balances reported are unaudited.



City of Homer

www.cityofhomer-ak.gov

Office of the City - 159 -

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Memorandum

TO: MAYOR CASTNER AND CITY COUNCIL
FROM: RENEE KRAUSE, MMC, DEPUTY CITY CLERK
DATE: APRIL 17, 2019
SUBJECT: BID REPORT - INFORMATIONAL ONLY

INVITATION TO BID EAST END ROAD/RONDA STREET WATER MAIN CROSSING 2019

Sealed bids for the construction of the **City of Homer Alaska, East End Road/Ronda Street Water Main Crossing 2019** will be received at the Office of the City Clerk, City Hall, City of Homer, 491 East Pioneer Avenue, Homer, Alaska, until **2:00 p.m. Thursday, May 2, 2019**, at which time they will be publicly opened and read. The time of receipt will be determined by the City Clerk's time stamp. Bids received after the time fixed for the receipt of the bids shall not be considered. **All bidders must submit a City of Homer Plan Holders Registration form to be on the Plan Holders List and to be considered responsive.** Plan holder registration forms and Plans and Specifications are available online at <http://www.cityofhomer-ak.gov/rfps> A Pre-Bid Conference will be held at **1:30 PM, April 12, 2019** in the City Hall Second Floor Conference Room (491 East Pioneer Avenue) to answer bidder questions.

REQUEST FOR PROPOSALS FOR THE MANAGEMENT, LEASE, AND RENOVATION OF THE HOMER EDUCATION AND RECREATION COMPLEX (HERC) 1

The City of Homer, Alaska is requesting proposals from qualified organizations to lease, manage, and renovate the Homer Education and Recreation Complex (HERC) 1. Proposers must also accommodate the City's recreational activities currently occurring at the Complex. Grounds maintenance and management, including the skate park and plowing/sanding of both the upper and lower parking lot during the term of the lease, are negotiable. There is a **mandatory pre-proposal meeting and ground tour** scheduled on **May 15, 2019 from 2:00 p.m. – 4:00 p.m. or May 22, 2019 from 2:00 – 4:00 p.m.** The meetings will be held at the HERC1 building located at 450 Sterling Hwy, Homer, Alaska, 99603, and enter at the Woodside Avenue entrance. Sealed proposals shall be received at the office of the City Clerk **no later than 4:00 p.m. Monday, June 24, 2019.** The time of receipt will be determined by the City Clerk's time stamp. Proposals must be sent to: City of Homer – City Clerk's Office, ATTN: HERC1 RFP, 491 East Pioneer Avenue, Homer, Alaska 99603. Electronic and faxed proposals are not accepted. Proposals received after the time fixed for the receipt of the proposals shall not be considered.



City of Homer

www.cityofhomer-ak.gov

Homer City Council - 161 -

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(p) 907-235-3130

(f) 907-235-3143

Memorandum 19-046

TO: Mayor Castner and Homer City Council

FROM: Councilmember Donna Aderhold

DATE: April 22, 2019

SUBJECT: City Council Retreat Planning

The purpose of this memo is to restart the conversation from the September 2018 City Council meeting on planning for a council retreat. Please recall that in September 2018 we all agreed to participate in a facilitated Mayor/Council retreat. Do we still want to hold a retreat? If so, we need to discuss the following:

Goals and objectives (In September we discussed trust and relationship building, is this still the case? If not what other goals and objectives do we want to focus on?)

Attendance and participation (The goals and objectives we decide on will influence who attends and participates. For instance, if we work on trust and relationship building we may want to limit participation to the Mayor and City Council with the City Manager and Clerk in attendance, or if we work on tasks we want to accomplish during the remainder of this year we may want to expand participation to include the City Manager, Clerk, and Department and Division heads. The public, of course, may attend because this would be an open meeting.)

How long (Do we want a day long retreat, a shorter time period such as 4 hours in the morning on a weekend, or some other length of meeting?)

Who will champion working with the City Manager on details of the retreat (Is the Mayor interested in taking on this task, or do one or two City Council members want to take the lead? Champion(s) will help identify an appropriate facilitator, evaluate possible offsite venues, and develop an agenda.)

When (What are good and no-go time periods for the Mayor and City Council members to narrow down possible planning timeframes?)

Based on the outcome of our discussion, the City Manager will return next meeting with costs to cover the facilitator, meeting space, and refreshments.

Recommendation: Discuss Mayor/Council retreat and provide direction to the City Manager.

