



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue

Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

Agenda Changes/Supplemental Packet

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: MELISSA JACOBSEN, MMC, CITY CLERK
DATE: JUNE 22, 2020
SUBJECT: AGENDA CHANGES AND SUPPLEMENTAL PACKET

WORKSESSION

- a. Allocation of Future CARES Act Payments
 - i. Memorandum 20-078 from Councilmembers Lord and Aderhold
- Attachment: AK CARES Act Fund Distribution Council Prioritization Worksheet Page 3

Memorandum from City Manager re: Staff Input on City needs in regards to CARES Act Funding
Page 6

COMMITTEE OF THE WHOLE

Resolution 20-058 A Resolution of the City Council of Homer, Alaska, Authorizing the City Manager to Apply to the State of Alaska, Department of Environmental Conservation (ADEC) for a Loan from the Alaska Drinking Water Fund for the Homer Seawall Armor Rock Improvement Project. City Manager/Public Works Director.

Resolution 20-058(A) A Resolution of the City Council of Homer, Alaska, Authorizing the City Manager to Apply to the State of Alaska, Department of Environmental Conservation (ADEC) for a Loan from the Alaska Drinking Water Fund for the Homer Seawall Armor Rock Improvement Project. City Manager/Public Works Director.

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REGULAR MEETING

Consent Agenda

Ordinance 20-32, An Ordinance of the City Council of Homer, Alaska, Amending the 2020-2021 Operating Budget and Authorizing Expenditure of \$98,000 from the HART Roads Fund for the Planning, Design and Permitting of the Main Street Storm Drain and Sidewalk Project. City Manager/Public Works Director. Recommended dates: introduction June 22, 2020. Public Hearing and Second Reading July 27, 2020

Ordinance 20-36, an Ordinance of the City Council of Homer, Alaska, Amending the 2020-2021 Operating Budget and Authorizing Expenditure of \$36,000 from the HART Trails Fund for the Small Works Trails Maintenance Program and calling for the development of a Trails Program, to include a Trails Financial Plan. City Manager/Public Works Director. Recommended dates: Introduction June 22, 2020. Public Hearing and Second Reading July 27, 2020.

City Manager’s Report

Updated FY 20 1 st Quarter Expenditure Report	Page 11
Updated General Fund 2019 4 th Quarter Report	Page 15
City of Homer General Fund May 2020 Report	Page 16
Photos of Culvert Failure on Fairview Avenue	Page 17
Letter from Alaska Food Hub/Cook Inletkeeper requesting use of the HERC facility Followup to Resolution 20-050	Page 24

New Business

Memorandum 20-092 from Deputy City Clerk re: Recommendation to Rescind Motion to Adopt Resolution 20-056

Resolution 20-056(A) A Resolution of the City Council of Homer, Alaska, ~~Initiating a Seawall Improvement Special Assessment District For Armor Toe Improvements,~~ Authorizing An Application for the Alaska Department of Environmental Conservation/Environmental Protection Agency Revolving Loan Fund **for Armor Toe Improvements on the Homer Seawall,** Acknowledging the Immediate Need to Fund the Design and Permitting of the Project **and Initiating a Special Assessment District If One Is Not Initiated by the Benefitted Property Owners.**

Sector	Support Measure	Homer Legislation	Comments	Council Prioritization (1=high - 5=low)
City of Homer				
	Staffing expenses associated with Covid-19 mandates and closures and operations of Unified Command	Ordinance 20-25 Resolution 20-057	Ordinance and resolution passed June 8, 2020	funded
	Administration of SBERG	Ordinance 20-25 Resolution 20-058	Ordinance and resolution passed June 8, 2020	funded
	Public safety expenses		Need to verify that these expenses would qualify	
	Administration of additional grant programs		See below. Could include rent/mortgage and utility support and non-profit grant program	
	Other measures identified by city staff to reopen city buildings, conduct safe elections, etc.		Partial list includes: retrofitting city facilities to have a touchless/keyless entry, improving telecommunications/ internet signal particularly at the library, contracting out COOP document creation, digitizing documents to reduce paper filing, preparing for a large absentee voting process in October, hiring temporary custodial staff for increased cleaning of city facilities including public restrooms	
	Other measure for council consideration		Opportunity for council members to identify other ideas missing from the above list	
Homer Small Businesses				
	Small Business Economic Relief Grant (SBERG) program)	Ordinance 20-25 Resolution 20-058	Ordinance and resolution passed June 8, 2020	funded
	Other measure for council consideration		Opportunity for council members to identify other ideas missing from the above list	
Homer Households, Families, and Individuals				
	Mortgage/rent support		Homer Community Food Pantry provide boxes of food to individual and families in need and provides referral services to South Peninsula Haven House (and other organizations) for rent and mortgage support, immediate housing needs	

Sector	Support Measure	Homer Legislation	Comments	Council Prioritization (1=high - 5=low)
	Utility (water/sewer, electricity, natural gas/propane/fuel oil) support		(e.g., short term hotel stays), and utility payments. The city may or may not be able to use AK CARES Act funds to have a 3rd party administer funds for these support mechanisms but the city should coordinate with these organizations for referrals.	
	Childcare facility subsidy to operate according to CDC guidelines		Childcare is a limiting factor for essential workers and most childcare businesses in Homer are currently closed because they cannot operate safely and cover expenses because fewer children are allowed in the facility when following CDC guidelines. A subsidy could help childcare facilities open their doors and operate safely.	
	Other measure for council consideration		Opportunity for council members to identify other ideas missing from the above list	
Homer Non-profits				
	501(c)(3) Grant program similar to SBERG		Explore administering a Homer-based non-profit grant program for organizations impacted by Covid-19 through the city along with SBERG or through the Homer Foundation. The city may or may not be able to use AK CARES Act funds to have a 3rd party administer these funds.	
	Homer Chamber of Commerce and Kenai Peninsula Economic Development District		These organizations have stepped up to support local businesses and may have incurred additional expenses. Need to coordinate with both.	
	Alaska Municipal League		AML has incurred expenses associated with supporting municipalities during the pandemic and has requested financial support in addition to annual dues.	
	Other measure for council consideration		Opportunity for council members to identify other ideas missing from the above list	
South Peninsula Hospital				

Sector	Support Measure	Homer Legislation	Comments	Council Prioritization (1=high - 5=low)
	Covid-response expense support to our local hospital		SPH incurred numerous expenses preparing the hospital to receive Covid-19 patients and is the primary testing facility on the southern Kenai Peninsula. Recently they have expanded testing by establishing pop-up testing facilities. They have requested funding support from the borough and the city.	
Other				
	Other measure for council consideration		Opportunity for council members to identify other ideas missing from the above list	



City of Homer

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Office of the City Manager

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Homer, Alaska 99603

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Memorandum 20-090

TO: Mayor and Homer City Council
FROM: Rick Abboud, Acting City Manager
DATE: June 22, 2020
SUBJECT: Staff Input on City needs in regards to CARES Act Funding

On June 17th, I met with Councilmembers Aderhold and Lord to discuss the materials developed for today's worksession concerning CARES Act funding.

A request was made for staff input on the City's needs as a result of and in response to the pandemic. With the short turnaround time, exact dollar amounts could not be provided for all suggestions and input from all Leadership has not occurred. I would like to have more time to work with Leadership through an internal worksession to further define recommendations; the list before you was developed mainly in consultation with Incident Commander Kirko.

The hiring of additional personnel is a recommended priority for improving the City's response and services, ensuring staff sustainability, and reducing overtime costs. City staff are participating in weekly calls organized by City Managers from the Kenai Peninsula/Southern Kenai Peninsula, while also following how the Borough is developing its program, to get a sense of what capital improvements and expenses other municipalities are using their CARES ACT funding for, to see how this could relate to the City of Homer.

As the pandemic persists, the City's needs may change and require a plan and purchases different than what has been proposed.

Staff Input on City needs in regards to CARES Act Funding - Updated 6/22/20

ITEM*	COST PER ITEM**	QUANTITY	TOTAL COST
<i>HVFD</i>			
M Tyvek Suit w/ Hood	\$13.09	200	\$2,681.00
L Tyvek Suit w/ Hood	\$13.09	200	\$2,681.00
XL Tyvek Suit w/ Hood	\$13.09	300	\$3,927.00
2XL Tyvek Suit w/ Hood	\$13.09	200	\$2,681.00
3XL tyvek Suit w/ Hood	\$13.09	100	\$1,309.00
Goggles	\$7.29	100	\$729.00
Safety Glasses "Wraparound"	\$8.59	50	\$429.50
S 3M Half Mask Respirator 6000	\$30.75	15	\$461.25
M 3M Half Mask Respirator 6000	\$28.75	70	\$2,012.50
L 3M Half Mask Respirator 6000	\$29.00	15	\$435.00
3M Disk Filter	\$17.45 / pkg. of 2	150	\$2,623.50
Portex Bacterial/Viral Breathing Filter	\$155.99 CS of 40 EA	1	\$155.99
N95 Particulate Respirator	\$5.49	750	\$4,117.50
Surgical Face Mask w/ Ear Loop	\$37.99 CS of 300 EA	15	\$569.85
Virex II 1.4L	\$34.74	4	\$138.96
PAPR	\$1,678.27	2	\$3,356.54
Germ-X Advanced Hand Sanitizer 1L	\$5.97	20	\$119.40
Germ-X Moisturizing Hand Sanitizer 3 oz (Pack of 6)	\$6.99	20	\$139.80
Sani-Hands Antimicrobial Alcohol Gel Wipes	\$8.59 BX of 100 EA	4	\$34.36
Disinfecting Atomizer Sanitizing Unit	480.00 dis. 100EA Atomizer	2	\$680.00
<i>Public Works</i>			
Continuation of BioBot testing	Once a week for 3 months - June, July & August. \$1,200 per test		\$14,400.00
Atomizer units to spray disinfectant into public spaces			
Temporary Parks COVID-19 Compliance Custodian			
Campground Host stipends			
<i>Library</i>			
Boosting internet signal at the Homer Public Library	\$4,600		\$4,600

Staff Input on City needs in regards to CARES Act Funding - Updated 6/22/20

ITEM*	COST PER ITEM**	QUANTITY	TOTAL COST
<i>Suggestions proposed by Administration</i>			
Hiring personnel to develop/run any other programs developed to distribute CARES Act dollars			
Hiring personnel to assist in communications/public information			
Retrofit borough facilities, i.e. touchless sinks, bathroom doors, physical separation barriers, etc.			
Touchless door entry			
Improve internet connectivity/telecommunications			
Contract out COOP document creation for the City of Homer			
Electronic signature maker/digitize documents to reduce paper handling			
Public messaging/education (radio, tv, internet, signage) till Dec. 2020	\$30,000		\$30,000
<i>HVFD EOC Upgrades</i>			
Radio Base Station	\$10,000.00	1	\$10,000.00
Portable Radios	\$1,800.00	12	\$21,600.00
Room Monitors	\$450.00	8	\$3,600.00
ICS Software	\$4,000.00	1	\$4,000.00
Room Furniture (tables A/V cart)	\$3,000.00	1	\$3,000.00
ICS Training for Employees	\$5,000.00	1	\$5,000.00

*Additional input needed from City Leadership

**Cost estimates need to be further refined

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

3 City Manager

4 **RESOLUTION 20-058(A)**

5
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
7 AUTHORIZING THE CITY MANAGER TO APPLY TO THE STATE OF
8 ALASKA, DEPARTMENT OF ENVIRONMENTAL CONSERVATION
9 (ADEC) FOR A LOAN FROM THE ALASKA DRINKING WATER FUND
10 FOR THE HOMER SEAWALL ARMOR ROCK IMPROVEMENT
11 PROJECT.

12
13 WHEREAS, The City of Homer seeks to obtain funding to finance capital improvements
14 to the Homer Seawall (Project); and

15
16 WHEREAS, The State of Alaska Department of Environmental Conservation (ADEC) may
17 be able to provide financing through its Alaska Drinking Water Fund (ADEC Program); and

18
19 WHEREAS, It is in the best interest of the City to apply for funding from ADEC.

20
21 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, authorizes
22 the City Manager, or his designee, to apply to the State of Alaska Department of Environmental
23 Conservation for a loan from the Alaska Drinking Water Fund to assist in financing capital costs
24 of the Homer Seawall.

25
26 PASSED AND ADOPTED by the Homer City Council on this 22nd day of June, 2020.

27
28 CITY OF HOMER

29
30
31 _____
32 KEN CASTNER, MAYOR

33
34 ATTEST:

35
36
37 _____
38 MELISSA JACOBSEN, MMC, CITY CLERK
39

From: [Deb](#)
To: [Department Clerk](#)
Subject: City Council June 22 meeting
Date: Friday, June 19, 2020 2:18:10 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear City Council Member,

I so appreciate all the work you guys are doing during these challenging times.

I am writing this letter to you to voice my support for Ordinance 20-32, authorizing the expenditure of \$98,000 from the HART-Roads Fund getting the Main Street Sidewalk Project shovel ready. This has been a priority on PARCAC's CIP list for years, and deserves to see progress.

I also support Ordinance 20-36 authorizing expenditure of \$36,000 from the HART Trails Fund for the Small Works Trails Program. Many of our current trails are in need of some TLC which is beyond the scope of volunteers. Included in this program will be the development of an evaluation tool to prioritize trail development and improvements.

Thank you so much,
Huge respect for all of you.
Deb Lowney

Sent from my iPad

Quarterly General Fund
Expenditure Report
For Quarter Ended March 31, 2020

	Adopted FY20 Budget	Actual As of 3/31/20	Budget Remaining	% Budget Used
<u>Revenues</u>				
Property Taxes	\$ 3,475,775	\$ 73,469	\$ (3,402,305)	2.11%
Sales and Use Taxes	5,508,638	1,059,824	(4,448,813)	19.24%
Permits and Licenses	41,526	6,731	(34,795)	16.21%
Fines and Forfeitures	20,762	1,705	(19,057)	8.21%
Use of Money	43,662	69,023	25,361	158.09%
Intergovernmental	562,800	110,017	(452,784)	19.55%
Charges for Services	594,610	202,242	(392,368)	34.01%
Other Revenues	-	6,482	6,482	100%
Airport	163,455	48,708	(114,747)	29.80%
Operating Transfers	2,048,282	1,409,902	(638,380)	68.83%
Total Revenues	\$ 12,459,508	\$ 2,988,103	\$ (9,471,405)	23.98%
<u>Expenditures & Transfers</u>				
Administration	\$ 1,116,276	\$ 246,367	\$ 869,909	22.07%
Clerks	748,448	86,983	661,465	11.62%
Planning	375,654	85,838	289,816	22.85%
Library	900,395	193,955	706,440	21.54%
Finance	716,367	162,817	553,550	22.73%
Fire	1,276,248	234,587	1,041,662	18.38%
Police	3,456,531	821,737	2,634,794	23.77%
Public Works	2,782,180	522,129	2,260,051	18.77%
Airport	205,582	73,099	132,483	35.56%
City Hall, HERC	183,038	27,797	155,241	15.19%
Non-Departmental	94,000	-	94,000	0.00%
Total Operating Expenditures	\$ 11,854,719	\$ 2,455,308	\$ 9,399,411	20.71%
Transfer to Other Funds				
Leave Cash Out	\$ 104,643	\$ 104,643	\$ 0	100%
Energy	22,788	22,788	(0)	100%
Total Transfer to Other Funds	\$ 127,431	\$ 127,431	\$ (0)	100%
Total Transfer to Reserves				
	\$ 477,358	\$ 477,358	\$ (0)	100%
Total Expenditures & Transfers	\$ 12,459,508	\$ 3,060,098	\$ 9,399,410	24.56%
Net Revenues Over (Under) Expenditures	\$ 0	\$ (71,995)		

Quarterly Water and Sewer Fund
Expenditure Report
For Quarter Ended March 31, 2020

	Adopted FY20 Budget	Actual As of 3/31/20	Budget Remaining	% Budget Used
Revenues				
Water Fund	\$ 2,118,081	\$ 570,911	\$ (1,547,170)	26.95%
Sewer Fund	1,642,256	344,337	(1,297,919)	20.97%
Total Revenues	\$ 3,760,337	\$ 915,248	\$ (2,845,089)	24.34%
Expenditures & Transfers				
<u>Water</u>				
Administration	\$ 205,484	\$ 38,462	\$ 167,022	18.72%
Treatment Plant	641,651	122,017	519,634	19.02%
System Testing	27,400	7,827	19,573	28.56%
Pump Stations	97,610	15,434	82,176	15.81%
Distribution System	323,079	74,103	248,976	22.94%
Reservoir	16,896	1,695	15,201	10.03%
Meters	206,704	31,047	175,657	15.02%
Hydrants	198,130	45,267	152,863	22.85%
<u>Sewer</u>				
Administration	\$ 189,981	\$ 37,067	\$ 152,915	19.51%
Plant Operations	670,906	142,006	528,900	21.17%
System Testing	14,500	1,778	12,722	12.26%
Lift Stations	212,902	41,101	171,801	19.31%
Collection System	277,422	49,665	227,757	17.90%
Total Operating Expenditures	\$ 3,082,666	\$ 607,470	\$ 2,475,196	19.71%
Transfer to Other Funds				
Leave Cash Out	\$ 20,810	\$ 20,810	\$ -	100%
GF Admin Fees	524,290	524,290	-	100%
Other	36,475	36,475	-	100.00%
Total Transfer to Other Funds	\$ 581,575	\$ 581,575	\$ -	100.00%
Transfers to Reserves				
Water	\$ 81,240	\$ 81,240	\$ -	100%
Sewer	14,856	14,856	-	100%
Total Transfer to Reserves	\$ 96,096	\$ 96,096	\$ -	100%
Total Expenditures & Transfers	\$ 3,760,337	\$ 1,285,141	\$ 2,475,196	34.18%
Net Revenues Over(Under) Expenditures	\$ 0	\$ (369,893)		

Quarterly Port and Harbor Fund
Expenditure Report
For Quarter Ended March 31, 2020

	Adopted FY20 Budget	Actual As of 3/31/20	Budget Remaining	% Budget Used
<u>Revenues</u>				
Administration	\$ 547,529	\$ 157,520	\$ (390,009)	28.77%
Harbor	2,871,732	293,872	(2,577,859)	10.23%
Pioneer Dock	338,087	62,506	(275,581)	18.49%
Fish Dock	562,327	50,352	(511,974)	8.95%
Deep Water Dock	262,996	131,087	(131,909)	49.84%
Outfall Line	4,800	4,800	-	100.00%
Fish Grinder	7,821	-	(7,821)	0.00%
Load and Launch Ramp	127,884	2,290	(125,593)	1.79%
Total Revenues	\$ 4,723,175	\$ 702,428	\$ (4,020,747)	14.87%
<u>Expenditures & Transfers</u>				
Administration	\$ 650,124	\$ 135,282	\$ 514,842	20.81%
Harbor	1,328,931	254,322	1,074,609	19.14%
Pioneer Dock	100,499	24,279	76,221	24.16%
Fish Dock	589,053	92,864	496,189	15.76%
Deep Water Dock	100,187	20,855	79,333	20.82%
Outfall Line	6,500	2,475	4,025	38.08%
Fish Grinder	28,034	1,901	26,133	6.78%
Harbor Maintenance	426,989	82,230	344,758	19.26%
Main Dock Maintenance	41,290	8,039	33,251	19.47%
Deep Water Dock Maintenance	51,790	7,993	43,797	15.43%
Load and Launch Ramp	81,167	10,956	70,210	13.50%
Total Operating Expenditures	\$ 3,404,564	\$ 641,195	\$ 2,763,369	18.83%
Transfer to Other Funds				
Leave Cash Out	\$ 31,457	\$ 31,457	\$ 0	100%
GF Admin Fees	579,038	579,038	0	100%
Other	374,788	318,430	56,359	85%
Total Transfer to Other Funds	\$ 985,283	\$ 928,925	\$ 56,359	94.28%
Transfers to Reserves				
Port	\$ 286,611	\$ 286,611	\$ (0)	-
Load and Launch Ramp	46,717	46,717	-	100%
Total Transfer to Reserves	\$ 333,328	\$ 333,328	\$ (0)	100%
Total Expenditures & Transfers	\$ 4,723,175	\$ 1,903,448	\$ 2,819,727	40.30%
Net Revenues Over(Under) Expenditures	\$ (0)	\$ (1,201,020)		

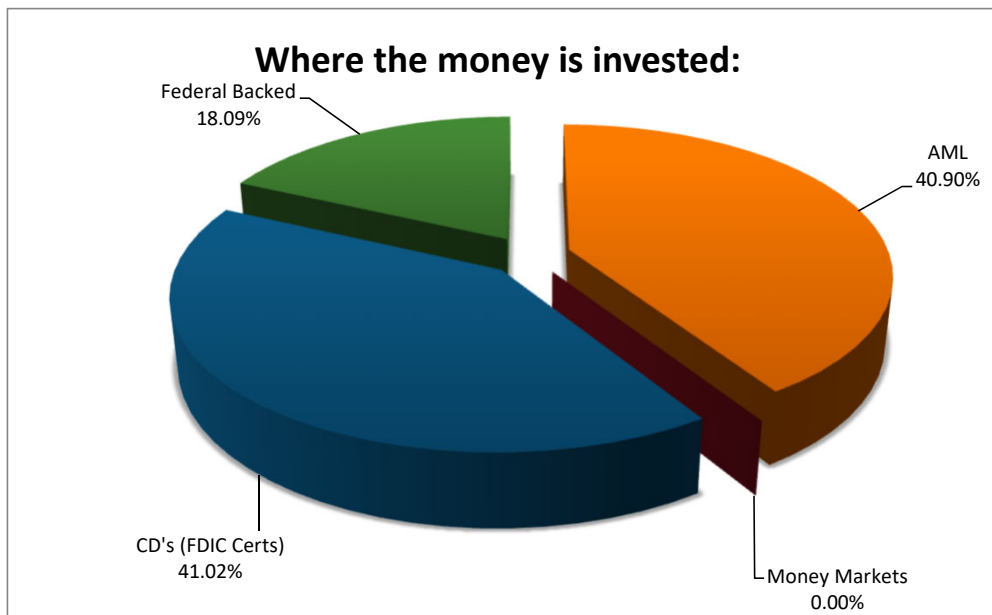
CITY OF HOMER Treasurer's Report

As of:

March 31, 2020

INVESTMENT BY INSTITUTION:	\$ Invested	% Of \$ Invested
Alaska Municipal League	\$ 11,071,159	40%
Pro-Equities	\$ 16,882,528	60%
Total Cash and Investments	\$ 27,953,687	100%

MATURITY OF INVESTMENTS:		AMOUNT	% Of Investment by Maturity Date
1 to 30 Days	4/30/2020	\$ 11,954,421	43%
30 to 120 Days	7/29/2020	\$ (0)	0%
120 to 180 Days	9/27/2020	\$ (0)	0%
180 to 365 Days	3/31/2021	\$ 6,314,546	23%
Over 1 Year		\$ 9,684,720	35%
TOTAL		\$ 27,953,687	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.

Quarterly General Fund
Expenditure Report
For Quarter Ended December 31, 2019

	Amended FY19 Budget	Actual As of 12/31/19	Budget Remaining	% Budget Used
<u>Revenues</u>				
Property Taxes	\$ 3,406,952	\$ 3,664,820	\$ 257,868	2.57%
Sales and Use Taxes	5,408,322	5,945,524	537,202	15.71%
Permits and Licenses	34,963	41,152	6,189	31.10%
Fines and Forfeitures	24,865	28,798	3,933	9.95%
Use of Money	34,346	188,592	154,246	239.76%
Intergovernmental	569,700	572,713	3,013	22.47%
Charges for Services	610,305	517,438	(92,867)	11.54%
Other Revenues	-	73,126	73,126	100%
Airport	148,732	211,668	62,935	32.46%
Operating Transfers	2,012,178	2,021,428	9,250	100.46%
Total Revenues	\$ 12,250,363	\$ 13,265,259	\$ 1,014,896	27.02%
<u>Expenditures & Transfers</u>				
Administration	\$ 1,099,661	\$ 1,045,311	\$ 54,350	26.29%
Clerks	751,823	791,307	(39,484)	18.71%
Planning	374,333	363,646	10,687	22.48%
Library	932,402	853,759	78,643	21.53%
Finance	697,254	687,241	10,013	21.39%
Fire	1,059,435	951,408	108,027	20.63%
Police	3,259,226	3,230,638	28,587	22.99%
Public Works	2,779,148	2,494,337	284,810	18.41%
Airport	219,842	193,459	26,383	32.24%
City Hall, HERC	185,584	151,684	33,900	24.83%
Non-Departmental	94,000	94,000	0	73.40%
Total Operating Expenditures	\$ 11,452,709	\$ 10,856,791	\$ 595,916	22.10%
Transfer to Other Funds				
Leave Cash Out	\$ 85,232	\$ 85,232	\$ (0)	100%
Energy	10,703	10,703	-	100%
Total Transfer to Other Funds	\$ 95,935	\$ 95,935	\$ (0)	100%
Total Transfer to Reserves				
	\$ 701,720	\$ 701,720	\$ -	149%
Total Expenditures & Transfers	\$ 12,250,363	\$ 11,654,447	\$ 595,916	30.62%
Net Revenues Over (Under) Expenditures	\$ (0)	\$ 1,610,812		

These numbers are preliminary and are subject to our annual audit.

City of Homer
General Fund
Monthly Comparison

General Fund	Actual May 2018	Actual May 2019	Actual May 2020
<u>Revenues</u>			
Property Taxes	8,644	10,595	7,814
Sales and Use Taxes	767,223	671,440	717,110
Other Income	204,279	64,749	51,806
Total Revenues	980,146	746,784	776,730
<u>Expenditures & Transfers</u>			
Administration	73,624	101,342	86,360
Clerks	56,045	74,418	107,473
Planning	26,516	41,117	38,566
Library	64,478	84,442	75,043
Finance	56,458	74,709	73,894
Fire	86,391	95,809	115,934
Police	235,413	334,318	296,745
Public Works	187,907	282,751	251,224
Airport	7,534	11,649	8,954
City Hall, HERC	11,454	9,325	8,501
Non-Departmental	-	-	-
Total Operating Expenditures	805,820	1,109,880	1,062,695
Transfer to Other Funds			
Leave Cash Out	-	-	-
Total Transfer to Other Funds	-	-	-
Total Transfer to Reserves	-	-	-
Total Expenditures & Transfers	805,820	1,109,880	1,062,695
Revenues Over (Under) Expenditures	174,326	(363,096)	(285,965)

From: [Rachel Friedlander](#)
To: [Renee Krause](#)
Cc: [Rick Abboud](#)
Subject: For reg CC mtg supplemental: culvert failure on Fairview Ave
Date: Friday, June 19, 2020 4:27:46 PM
Attachments: [culvert failures.pdf](#)

Hi Renee,

Rick would like the below email and attachment included in the supplemental.

-----Original Message-----

From: Rick Abboud <RAbboud@ci.homer.ak.us>
Sent: Friday, June 19, 2020 4:16 PM
To: Rachel Friedlander <rfriedlander@ci.homer.ak.us>
Subject: FW: culvert failure on Fairview Ave

Maybe info for the supp

-----Original Message-----

From: Janette Keiser <JKeiser@ci.homer.ak.us>
Sent: Friday, June 19, 2020 3:46 PM
To: Rick Abboud <RAbboud@ci.homer.ak.us>
Cc: Jennifer Carroll <JCarroll@ci.homer.ak.us>; Rachel Friedlander <rfriedlander@ci.homer.ak.us>; Dan Gardner <DGardner@ci.homer.ak.us>
Subject: FW: culvert failure on Fairview Ave

Dear Acting City Manager Abboud,

We've encountered a major culvert failure on Fairview Avenue at Waddell Creek, which is near the entrance to Karen Hornaday Park. The culvert corroded and bent, allowing gravel from the roadbed to flow into the culvert, get washed away and create a sinkhole. The first 4 of the attached photos show the sink hole, the debris in the culvert and the corrosion in the culvert. (You can actually see holes in the culvert caused by the corrosion.) In the 5th culvert, you can see one of our operators, Mike, standing in the roadway. The sinkhole is right in front of him.

We have closed the Fairview Ave in this location. Dispatch has been alerted and traffic control signs are being put out.

Dan Gardner is researching a repair, which will involve "slip lining" the two culverts that cross under the road. There is one vendor, in Anchorage, that does this and on Tuesday, he will be giving us an estimate for the work. At that point, we need to be prepared to execute a contract with the vendor in a timely manner. The lead time on this kind of repair is 4-6 weeks, so the sooner we execute the contract process, the sooner the permanent repairs can be made.

I respectfully you be prepared to ask for emergency authorization to execute the contract with the vendor once we get his estimate. Again, this will be a sole source contract because there is only one vendor in the state that does this. The option is to open the road, remove both existing culverts, replace the culverts and rebuild the road. Rebuilding the road will involve rebuilding the existing concrete bulkhead as well. A project of this magnitude would cost at least a couple hundred thousand dollars and take multiple weeks. With the slip lining, we can make the repairs in days, rather than weeks.

In the meantime, we will make a temporary repair to cover the sinkhole, so we can get the road open. This will happen next week.

FYI - This is the reason we're asking for a Small Works Drainage Fund, to be proactive about fixing these kinds of

culvert problems. The last 2 photos are examples of other culverts that have failed in city roads. This is a pervasive problem. I would like a way to show all these photos to the City Council so they can visualize the problem.

Let me know if you have any questions.

Regards,

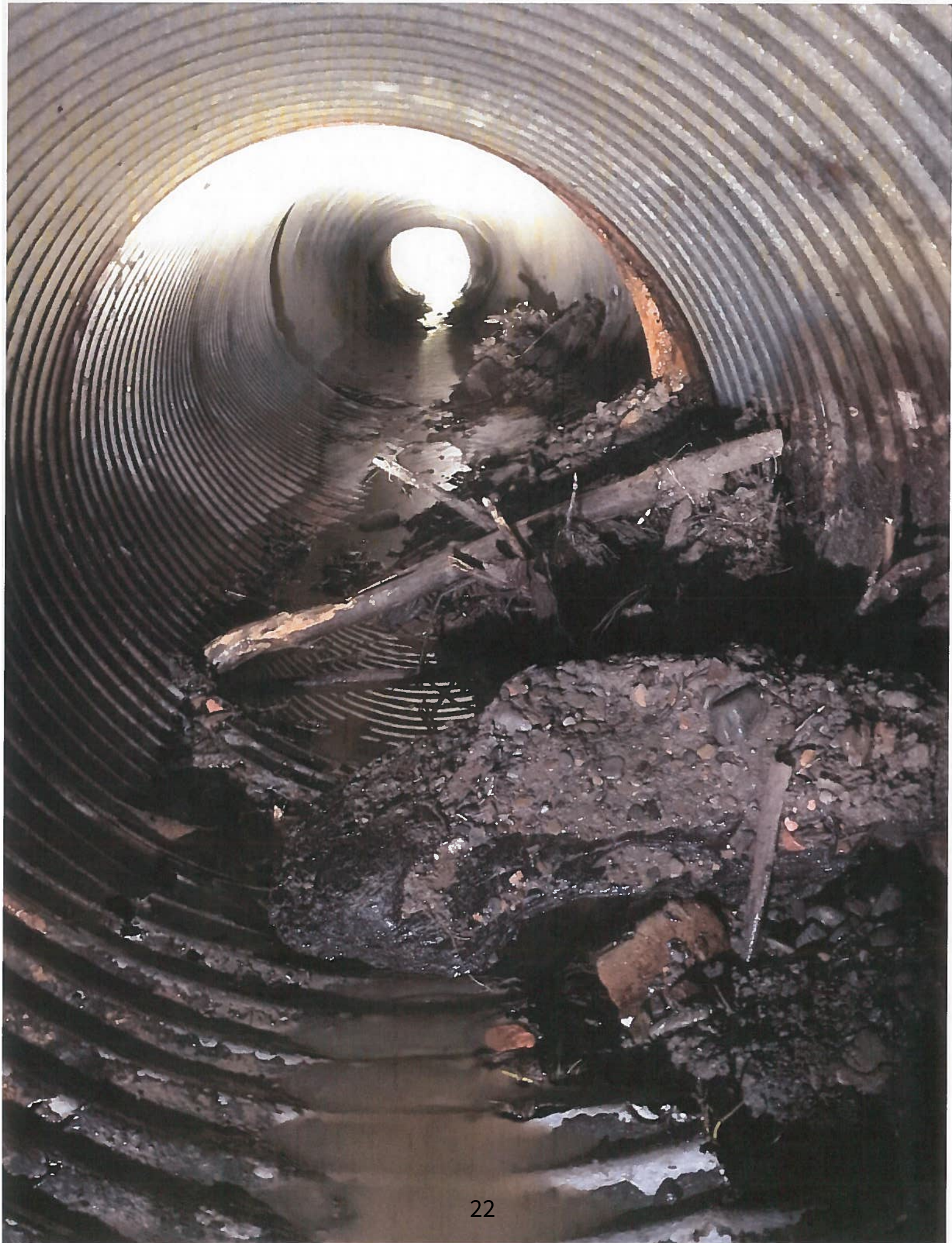
Jan

Janette ("Jan") Keiser, PE, JD
Director of Public Works
City of Homer
206-714-8955















June 20, 2020

TO: Homer City Council & City Manager Office
491 E Pioneer Ave, Homer, AK 99603

FROM: Alaska Food Hub/ Cook Inletkeeper
3437 Ben Walters Ln, Homer, AK 99603

RE: Request to use space in HERC building for local food aggregation

Dear Homer City Council & City Manager Office,

My name is Robbi Mixon and I'm the Local Foods Director for Cook Inletkeeper, and have also directed the Homer Farmers Market for the last decade. I am writing today on behalf of the Alaska Food Hub, an online farmers market that facilitates the sale of locally-grown products in Homer, Ninilchik, Seldovia, and Soldotna, and features 100% locally grown and harvested products. We are a Local Foods Program of Cook Inletkeeper, a community-based nonprofit organization formed in 1995 that combines hands-on scientific research and monitoring with strategic advocacy, organizing and education to protect water quality and salmon habitat throughout the Cook Inlet watershed.

Our vision for the future includes clean water, healthy fish and wildlife habitat, lasting jobs and renewable energy. Vital to this vision is increasing food security and reducing food miles, while supporting regenerative local economies and greater community resilience. The Alaska Food Hub provides socially distanced opportunities for Kenai Peninsula producers and consumers to connect in a way that will create benefit for both, as well as strengthen the Kenai Peninsula economy, increase food security, and reduce the carbon footprint created from importing food.

We officially opened our doors at the Alaska Food Hub in April 2016. Since then, we've seen growth every season, but nothing like we've seen in 2020. The COVID19 pandemic has pushed many growers to reassess how they operate their businesses, while customers are exploring new ways to shop locally. The Food Hub has experienced a three-fold growth in participation, and has left us needing a new aggregation and customer pick-up site.

Under the advice of Councilwoman Rachel Lord, we are requesting the use of a portion of the upstairs HERC building – one classroom and the hallway, every Wednesday from 9am – 6:30pm to operation the Alaska Food Hub. Below is a brief outline of how the space would be used during the 2020 Season, which runs April – mid November:

- 9am – employee(s) arrives to sanitize and set up invoices/tables/etc
 - We would like to use the hallway for Homer orders; we would set up the folding tables down each side of the hall
 - Classroom would be used for orders going to Seldovia, Ninilchik, and Soldotna
- 10:30am to 1pm – producers drop off ordered items; employees sort by order and location
- 3-6pm – customers pull up to curb and call (number is listed on a sandwich board outside pick-up area) employee to bring out their order; order is placed on on table and customer pickup
- 6-6:45pm – area is sanitized and employees leave; any unclaimed orders will be left outside for afterhours pick up (this does not occur very often)

Other considerations:

- All customers, volunteers, employees will be masked at all times during operation
- All surfaces are sanitized between producer drop offs
- Orders picked-up through no-contact procedure
- We will need to leave tables, shelving, bins, cleaning products, food products on site, hopefully in a lockable area
- We have liability insurance to cover mishaps during the Food Hub operation day (we can provide a copy of this policy to the City of Homer; if requested, we can name the City of Homer as an additional insured)
- We collect and pay city and borough sales tax

We are hoping to move locations as soon as this request can be reviewed and additional questions or concerns be addressed. Thank you so much for your consideration.

Kindly,

A handwritten signature in black ink that reads "Robbi M. Mixon". The signature is written in a cursive, flowing style.

Robbi Mixon, Local Foods Director

robbi@inletkeeper.org

907-235-4068 ext 23



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue
Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rick Abboud, Acting City Manager
DATE: June 19, 2020
SUBJECT: Follow-Up to Resolution 20-050 – Capital Projects

Council directed the City Manager to work with Departments and assess approved capital projects in order to protect the fiscal health of the City and the City's ability to continue providing essential services. Through this effort, I am using staff recommendations to delay 10 capital projects listed below until FY2021 (1 project no longer requires funding) with all others detailed in the attached spreadsheet permitted to proceed. Almost all capital projects for the years 2018-2020 are included because capital projects, once approved, have a lifespan of three years. I have also presented approved projects for 2021, since any 2018-2020 delayed projects may have a trickledown effect on work slated for next year. I welcome and encourage Council's input regarding projects recommended for delay or for those recommended to proceed. Administration and Finance will then revisit this topic with Council after the first and second fiscal quarters' revenue is booked to determine if projects recommended for delay can resume or if additional delay of projects is needed.

As an aside, mid-year adjustments typically have occurred in August or later (after review of the 2nd Quarter Sales Tax Report is complete and staff have a general a sense of the audit). Additionally, budget amendments can occur throughout the year. Any funding requests made will take into account the direction provided by Resolution 20-050.

I have also reported the ways in which departments are addressing a conservative fiscal approach to their operating needs in the June 22 Manager's Report and will share additional input provided by Department Heads on this topic to Council in future Manager's Reports.

Projects Recommended for Delay Until 2021

Department	Project	Cost	Funding Source	Comment
PW- Parks	Kachemak Bay points of entry signs	\$750	156-0385	Funding no longer needed.
P&H	Escape Ladders	\$40,000	456-0380	This \$40,000 was an approved budget item in our 2019 budget but not used because we received an appropriation in 2018 for \$37,299 that allowed us to buy before Tariffs on Stainless Steel took effect, saving the Enterprise a 20% increase in project costs.
P&H	Ramp 3 parking lot drainage improvement	\$24,500	456-0380	Recommend that we postpone this project until spring of 2021, not essential.
Econ. Dev./Planning	Hiring a consultant to develop a wayfinding/streetscape plan	\$50,000	160-0375; 165-0375	Given Homer's low visitor numbers this year, and the difficulty of convening groups for public input on the plan, recommend delay until 2021.
HPD	Cell phone replacement	\$12,320	156-0394	This project is important but can be delayed.
PW-GF	Hornaday Park Main Restroom Prelim Design	\$15,000	156-0395	Work has not started. This cost is for design only.
PW- Parks	Ballfield Maintenance (#1 of 6)	\$20,000	156-0385	Not started. Can be delayed.
PW-Parks	Pioneer Ave Banners	\$10,000	156-0385	Not started. Can be delayed.
PW-Parks	Fire rings	\$10,000	156-0385	Not started. Can be delayed.
P&H/Council	Spit Parking Study	\$20,000	156-0387	Recommend delaying project till 2021 as this summer's activity not representative of an average year.
P&H	1995 Grove Manlift MV11	\$30,000		Recommend that we postpone this project for a year.

City of Homer 2018-2021 Approved Capital Projects and Pending Projects

Department	2018 Capital Project	Council Approved Amount	Is project currently underway? Are majority of project funds from other sources? Is project necessary for public safety and welfare? Is project still recommended to occur despite not meeting the above mentioned statements? Can you delay this project? Please provide justification for your response. If project is already complete, write 'completed.'	2019 Capital Project	Council Approved Amount	Is project currently underway? Are majority of project funds from other sources? Is project necessary for public safety and welfare? Is project still recommended to occur despite not meeting the above mentioned statements? Can you delay this project? Please provide justification for your response. If project is already complete, write 'completed.'	2020 Capital Project	Council Approved Amount	Is project currently underway? Are majority of project funds from other sources? Is project necessary for public safety and welfare? Is project still recommended to occur despite not meeting the above mentioned statements? Can you delay this project? Please provide justification for your response. If project is already complete, write 'completed.'	2021 Capital Project	Council Approved Amount	Is project currently underway? Are majority of project funds from other sources? Is project necessary for public safety and welfare? Is project still recommended to occur despite not meeting the above mentioned statements? Can you delay this project? Please provide justification for your response. If project is already complete, write 'completed.'
HPD:	4WD for Police Chief	\$40,000	Completed	Patrol Officer Vehicle x2	\$88,000	Completed	Cell Phone Replacement	\$12,320	Not started. This project is important but can be delayed.			
	100% Design for the New Police Station	\$473,829	Completed	Officer Laptop Replacement	\$32,428	Completed	Microwave Link Replacement - Phase 1	\$11,511	Not started. Waiting to see if funding can be secured through reapplication to EDA grant. This project is connected to P&H "radio repeater system" project. This work is important for HPD for the communications link at the new station and com center.			
	Traffic Speed Monitoring Device	\$3,500	Completed	Project Management, Design Support, Early Site Civil Construction and Land Purchase Repayment Associated with the New Homer Police Station Project	\$1,697,865	Completed	Replace 2 Dispatch Workstations	\$49,409	These workstations have been shipped. They will be arriving next week and will be going into the new building.			
	Geotechnical investigation and site survey for new police station	\$37,500	Completed	Complete the New Homer Police Station Project	\$5,285,806	Near completion						
				Outfitting of Two New Police Vehicles	\$16,100	Completed						
Clerks:	Agenda management software	\$3,800	Completed				Metal Security Rolling Counter Door	\$3,000	Not started. This is a security feature for the Clerk's office. The rolling door in place now does not lock, leaving the office vulnerable to access during after hour meetings and events when Clerk's office staff is not present.			
							Records Storage Space/Document Management System	\$8,000	Not started. Many city records are maintained independently in paper form in the Clerk's office, by department, or in the city's centralized storage areas. Investing in a document management system will allow city records to be stored electronically and allow users to access the records directly from the document management system creating a more efficient use of staff time. These programs can also be set up to include a records retention component that will aid in streamlining our current retention process city wide.			
IT:	Cityhall Server and storage refresher	\$26,000	Not started. Tying this purchase with the Departmental Server purchase was the strategy to gain some economies of scale and make this budget target. Additional money may be needed to complete this. Current servers need to be replaced no later than Spring 2021. Not proceeding puts City records, data, and over all cyber security posture at significant risk. With COVID-19 city is relying on technology more than ever. Paper records are really no longer an option for daily use.	Licensed Microwave WAN	\$130,000	Not started. This was planned to be completed this summer since and the system requires the new police station to be complete. Not pursuing this severely impacts the city's internal network capacity and resilience. Delay is not advised.	Departmental Servers	\$50,000	Not started. No progress due to COVID response. Not proceeding puts City records, data, and over all cyber security posture at significant risk. With COVID-19 city is relying on technology more than ever. Paper backups are really no longer an option for daily use. Will purchase departmental servers with Cityhall server/storage refresher.			
HVFD:	Tracks for Argo	\$6,000	Completed	New command vehicle	\$75,000	Command Vehicle and repurpose utility 2 as a command vehicle project is almost complete and coming in very close to budget of \$85,000 for completion of both. The remaining work can be postponed until later in 2020 or 2021.	Nozzle Replacement	\$15,000	Completed and came in under budget.	Lighting Upgrade	\$24,000	Not started. This project can be postponed if necessary.
				Repurpose utility 2 as command vehicle	\$10,500	See above comment.	Self contained breathing apparatus (SCBA) replacement	\$170,000	A Fire Act Grant was submitted for this project in February to cover 95% of the cost. We expected to hear about the awarding of this grant by September 2020 however, with the COVID-19 situation we are experiencing the award announcements are expected to be delayed. We feel very optimistic that we will be approved for the grant funding and will not need full funding from City funds but if we do not get the grant we will need to purchase the SCBA as ours are no longer compliant and this is a needed requirement for public safety.	Thermal Imaging Cameras	\$16,000	Not started. This project is not recommended for postponement as it is personnel safety equipment directly related to life safety.
				Emergency repairs to Fire Hall	\$100,000	Completed				Brush Truck Replacement	\$95,000	This project is not recommended to be postponed. HVFD has a very aged fleet that is already behind the recommended replacement schedule. HVFD is concerned that the amount allocated for this project does not accurately represent what will be needed to replace this unit. Staff will come back to Council if additional budgetary authority is needed.
				Safety Equipment	\$39,500	Completed						
PW - GF:	1/3 of Vac Truck	\$133,334	Completed	Lawn maintenance equipment	\$20,000	Equipment has either been purchased or ordered.	Airport roof replacement	\$150,000	Roof replacement is 98% complete. Gutters would require a \$5000 change order. We recommend the gutters be installed at this time. Cost of roof itself was \$102,000, so we are still within budget, even with the gutters.	140G CAT GRADER	\$200,000	This is necessary for public safety & welfare. We use the grader for summer and winter street work.
	Brush Cutter	\$79,550	Completed - This was a cutting head, not a self-contained machine.	Airport security cameras	\$20,000	Not started. RFP for airport and library security cameras is 98% complete but has not been released. Public safety risk for this project not being completed.	Mattox Road Gas Line Relocation	\$20,000	Work is not yet complete - but must be done, per AK regulation. We dug a ditch and decreased the cover over an Enstar gas pipe. We need to pay them to lower their line.			
	City Hall Roof Design	\$25,000	Completed	City Hall Roof Replacement Project	\$229,452	Completed	Fuel Island Replacement	\$85,000	This work has not yet started, but some progress needs to be made. If we don't do this, we'll need to spend \$70K in cathodic protection design and construction, every 3 years.			
	Brush Cutter	\$29,550	Completed - This is the "arm" that attaches the cutting head to the loader.	Design terminal roof replacement	\$13,000	Completed	Hornaday Park Main Restroom Prelim Design	\$15,000	Work has not started. This cost is for design only.			
	Replace Hydraulic Vehicle Lift	\$22,900	Completed	Security camera replacement	\$10,000	Represents extra costs related to the Airport Security Camera project. RFP for airport and library security cameras is 98% complete but has not been released. Public safety risk for this project not being completed.	2018 SEWER VAC TRUCK BRAKES MODIFICATION	\$5,000	Total cost is \$15k split between 3 funds. This is necessary in order to continue to use the vehicle.			
				Inventory replacement	\$6,300	This is an accounting adjustment - represents PW's inventory of culvert, geotextile, etc.	410D John Deere Backhoe	\$55,000	Total cost is \$165k split between 3 funds. The machine has been ordered. Vendor is willing to finance the equipment, but Finance recommends that, unless financing is needed, to purchase the vehicle outright.			
				Inventory policy change- accounting	\$12,526	This is an accounting adjustment - represents PW's inventory of culvert, geotextile, etc.	Patchman Asphalt Mixer	\$26,667	Total cost is \$80k split between 3 funds. Completed			
				GIS equipment replacement	\$6,817	Completed	Pass through funds for AKDOT Lake Street Project	\$20,825	To be reimbursed by AKDOT.			
				ADOT Lake Street Project	\$95,000	City to be reimbursed for this expense through ADOT.						
Parks:	Kachemak Bay Points of Entry Signs (3)	\$750	Not started. Funding no longer needed.				Ballfield Maintenance (#1 of 6)	\$20,000	Not started. Can be delayed.			
							Pioneer Ave Banners	\$10,000	Not started. Can be delayed.			
							Fire rings	\$10,000	Not started. Can be delayed.			
PW - W/S:	2/3 of Vac Truck	\$266,666	Completed	Replace PLC at STP		Completed	Commercial Meter Replacement	\$80,000	80% completed. The remaining \$ is for some specialized industrial mechanical assistance with installation.	Data loggers for leak detection	\$18,000	Will evaluate project at end of year/beginning of 2021
	Pressure Reducing Valves	\$25,000	Completed	1 ton crew cab pickup with flat bed	\$49,500	Completed	Launch Ramp Lift Station Enclosure	\$17,500	Required for work force safety. The Lift Station is high voltage equipment that is currently exposed to the weather at the small boat harbor, which violates safety and fire codes. The work involves building a small cabinet around it and doing some re-wiring. The re-wiring needs an industrial electrician.			
	Waterproof coating on mix tanks	\$30,000	Underway	1 ton pickup with flat bed	\$49,500	Completed	STP online and lab meters	\$39,800	Required to meet regulatory requirements			
	Bridge Creek Watershed Preservation	\$33,416	Completed - conservation easement on Nancy Hillstrands property	Lift station safety hatches	\$9,600	Completed	WTP online and lab meters	\$49,258	Completed			
	Lift station electrical components	\$16,500	Underway - involves multiple lift stations	Dewatering Geo Tubes	\$10,761	Completed	Gas detection system	\$8,000	Completed			
	Electrical enclosure for campground	\$17,500	Completed	Muffin monster rebuild	\$10,485	Completed	Dredge for WTP	\$10,000	Required for public welfare. This needs to be done every few years and we are due.			
	Shaft air meter at WW	\$21,500	Completed	Flat bed with tool box and headache rack	\$6,800	Completed	Dustless Blasting Equipment	\$12,500	Completed			

Department	2018 Capital Project	Council Approved Amount	Is project currently underway? Are majority of project funds from other sources? Is project necessary for public safety and welfare? Is project still recommended to occur despite not meeting the above mentioned statements? Can you delay this project? Please provide justification for your response. If project is already complete, write 'completed.'	2019 Capital Project	Council Approved Amount	Is project currently underway? Are majority of project funds from other sources? Is project necessary for public safety and welfare? Is project still recommended to occur despite not meeting the above mentioned statements? Can you delay this project? Please provide justification for your response. If project is already complete, write 'completed.'	2020 Capital Project	Council Approved Amount	Is project currently underway? Are majority of project funds from other sources? Is project necessary for public safety and welfare? Is project still recommended to occur despite not meeting the above mentioned statements? Can you delay this project? Please provide justification for your response. If project is already complete, write 'completed.'	2021 Capital Project	Council Approved Amount	Is project currently underway? Are majority of project funds from other sources? Is project necessary for public safety and welfare? Is project still recommended to occur despite not meeting the above mentioned statements? Can you delay this project? Please provide justification for your response. If project is already complete, write 'completed.'
	Programmable logic computer at STP	\$40,000	Completed	Water Treatment Plant Chlorine Generation Cell	\$23,600	Completed	Replacing failed hoist motor at sewer plant.	\$7,100	Required for workforce safety. This item is not budgeted but is needed			
	Wastewater Treatment Plant HVAC Rehabilitation Project	\$92,592	Completed	STP HVAC Control system upgrade	\$83,500	Completed	2018 SEWER VAC TRUCK BRAKES MODIFICATION	\$10,000	Total cost is \$15k split between 3 funds. This is necessary in order to continue to use the vehicle.			
	Lift Station Electrical Components	\$12,000	Underway - involves multiple lift stations	1/2 ton pick up truck	\$33,000	Completed	410D John Deere Backhoe	\$110,000	Total cost is \$165k split between 3 funds. The machine has been ordered. Vendor is willing to finance the equipment, but Finance recommends that, unless financing is needed, to purchase the vehicle outright.			
				GIS equipment replacement	\$13,634	Completed	Patchman Asphalt Mixer	\$53,333	Completed. Total cost is \$80k split between 3 funds.			
P&H:	Radio repeater system	\$15,000	Applied for EDA grant funding. Project is an essential maritime safety tool as it will greatly improve our VHF capabilities for our Port/harbor employees in the field by vastly extending our VHF communications range thus creating a direct public safety benefit for mariners and southside home owners and or adventurues. If approved the majority of project funds will come from the EDA grant.	Escape Ladders	\$40,000	This \$40,000 was an approved budget item in our 2019 budget but not used because we received an appropriation in 2018 for \$37,299 that allowed us to buy before Tariffs on Stainless Steel took affect, saving the Enterprise a %20 increase in project costs.	Fish Grinder Outfall Line Pump	\$19,000	It is very important that we have a backup outfall line pump in stock as this equipment essential to our operations on the Spit. All sports fish carcasses are processed through the fish grinder and then pumped through the DEC approved outfall line into the bay. Because these pumps are special order and take weeks for us to receive we must have a spare on the shelf ready to be installed in case of a breakdown. Public works water/sewer maintain the outfall line on the spit.	Commercial Barge Ramp Improvement	\$6,000	Damage is to the asphalt at the bottom of the ramp and we will evaluate during the next extreme tide series to determine if we can put off the repair for another year.
	Truck replacement 2WD	\$20,000	Completed	Fire cart re-build	\$25,000	Project is not currently underway. Maintenance staff are working to source a EPA compliant replacement engine, or a waiver to the new EPA standards due to the fact that fire fighting equipment is essential.	Snow Plow Replacement	\$8,000	Recommend we re-evaluate in October for a end of year purchase if possible	Spit Comp Plan	\$25,000	Will evaluate project's ability to occur in 2021 at end of year. Split between Harbor Reserves and Planning Reserves.
	Harbor tug fire response upgrade	\$22,000	Completed	Truck mounted sanding unit	\$10,000	Project Complete	Electrical Loadbank Testing Equipment	\$6,000	Recommend we re-evaluate in October for a end of year purchase if possible			
	Floot system escape ladders	\$45,288	Completed	Ramp 3 parking lot drainage improvement	\$24,500	Recommend that we postpone this project until spring of 2021, not essential.	Spit Parking Study	\$20,000	Recommend delaying project till 2021 as this summer's activity not representative of an average year			
	Purchase of Escape Ladders for Homer Harbor Leased Stalls	\$37,299	Completed	Rehabilitation of the Spit Fish Grinding Lift Station	\$31,275	Completed	1995 Grove Manlift MV11	\$30,000	Recommend that we postpone this project for a year we can nurse this machine along for another year			
	Relocation of the Ramp 2 Harbor Backflow Prevention Facilities	\$35,911	Completed	Consultation Contract that Evaluates Options and Lists Recommendations for Optimizing and Upgrading the Ice Plant	\$40,000	Completed	Pass through funds for deep water dock repair	\$100,000	Project started and will be reimbursed by vessel owner's insurance			
	Section 22 Planning Assistance to States Program Study for Large Vessel Harbor Expansion Project	\$50,000	Completed	Deep water dock contingency planning	\$10,000	Completed	Reinitiating and conducted a Corps General Investigation Study for the Homer Large Vessel Port Expansion	\$750,000	Set aside as a commitment, awaiting match from AKDOT (\$750k) and Corps (\$1.5M)			
	Replace waterline on the Fish Dock	\$62,290	Completed	Harbor Barge Mooring Facility	\$42,646	Work started and project will be closed out by June 30						
				Purchasing and installing fencing for unregulated cargo areas	\$19,700	Completed						
PARCAC:	Water trail pavilion to fish cleaning table	\$12,500	Completed									
Library:				Library Security Cameras	\$20,000	Not started. RFP for this service will also include Airport Security Cameras. This is a public safety issue for the library, since the existing security camera system has reduced functionality.	Library Technology Upgrades	\$0	We are in the process of applying for a CARES Act grant through the Institute of Museum and Library Services (IMLS). If approved, the grant would provide 100% of the funding for a variety of upgrades to library technology, including 1. extending wireless coverage to the library parking lot, 2. purchasing laptops for checkout, 3. purchasing hotspots for checkout, 4. purchasing self-checkout machines for use inside the building, 5. converting the library's circulation system from barcode-and-magnetic-strip to radio frequency ID (RFID) technology, and 6. replacing the existing print-management software with a system that can accept remote printing. The grant application is due June 12, the funding decisions are announced in August, and the projects would be underway September 2020-August 2022. (PENDING)			
				Additional funding for security camera replacement	\$10,000	See above.						
Council:	Traffic Calming and Safety Improvements on Karen Hornaday Park Road	\$48,590		2017 General Fund Surplus to Police Station	\$250,000	Completed						
	Upgrade Recording System	\$4,194	Completed	RV Dump Station	\$15,000	Completed						
	Technical assistance with HERC	\$3,000	Completed	ADA Accessible trail on City/KHLT property	\$13,900	Completed						
	LED Light Conversion at 6 City facilities	\$4,350	Almost complete - have to finish conversion at Harbormaster's Office.	HERC demo study	\$35,000	Almost complete						
ADA	Professional Design of an ADA Accessible Trail on City of Homer Property Known as Lot 7-A Nils O Svedlund Subdivision	\$5,200	Completed				Spit Handicap/ADA vehicle parking improvement	\$34,560	Per ADA Coordinator Jacobsen, it is necessary for public safety and welfare for citizens with mobility issues, accessible parking is mandated by the ADA, and the parking on the spit is out of compliance with the ADA.			
Planning				Hiring a consultant to develop a wayfinding/streetscape plan	\$50,000	Not started. Given Homer's low visitor numbers this year, and the difficulty of convening groups for public input on the plan, recommend delay until 2021. Funded through HART.	Landslide Hazard Analysis and a Coastal Erosion study	N/A	Two projects that are funded by FEMA without the use of any City funds (not on the capital project list).	Spit Comp Plan	\$25,000	See P&H comment on project.
							Hazard Mitigation Plan Update	N/A	Planning Director Abboud working on getting an update from the State who is the funder (possibly working with some FEMA funds) and manager of this project they have already accepted. Again not on capital project list.			
Projects that will require City funds if grant is awarded (PENDING)							Homer Harbor Cathodic Protection Project	N/A	State FY2021 Harbor Facility Tier II grant application approved round 1; requires 50% match of \$357,120. The City has \$200,000 set aside as an approved reserves project in the 2019 budget but staff asked for and received council approved to apply for a Municipal harbor grant which obligates the City to matching funds of \$357,120 if the state can contribute its half of the agreement.			
							Port & Harbor Communications Upgrade Project	N/A	FY2019 EDA Disaster grant application out that requires 25% local match of \$35,973. The communications upgrade was originally funded in 2017 for a Port/harbor repeater to \$15,000 (as yet unexpended) and just recently council approved us to apply for a disaster grant which will enable the City to move our base station to skyline and replace our handhelds that are no longer serviceable. If we win the grant the additional \$20,973 will come out of P/H reserves to complete the project. The EDA grant for P&H communications will go before the EDA Internal Review Committee the beginning of July. If funded, we could be hearing about that soon with grant agreements projected to be out in November and be set to get an ordinance to Council in December.			

Department	2018 Capital Project	Council Approved Amount	Is project currently underway? Are majority of project funds from other sources? Is project necessary for public safety and welfare? Is project still recommended to occur despite not meeting the above mentioned statements? Can you delay this project? Please provide justification for your response. If project is already complete, write 'completed.'	2019 Capital Project	Council Approved Amount	Is project currently underway? Are majority of project funds from other sources? Is project necessary for public safety and welfare? Is project still recommended to occur despite not meeting the above mentioned statements? Can you delay this project? Please provide justification for your response. If project is already complete, write 'completed.'	2020 Capital Project	Council Approved Amount	Is project currently underway? Are majority of project funds from other sources? Is project necessary for public safety and welfare? Is project still recommended to occur despite not meeting the above mentioned statements? Can you delay this project? Please provide justification for your response. If project is already complete, write 'completed.'	2021 Capital Project	Council Approved Amount	Is project currently underway? Are majority of project funds from other sources? Is project necessary for public safety and welfare? Is project still recommended to occur despite not meeting the above mentioned statements? Can you delay this project? Please provide justification for your response. If project is already complete, write 'completed.'
							Raw Water Transmission Main Replacement Project	No match required	FY2019 Disaster Funding application approved in round 1; no match required, but may require further staff time, environmental or engineering design work to get to final funding approval; still waiting on FEMA to move onto next steps in the process.			

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**CITY OF HOMER
HOMER, ALASKA**

City Manager

RESOLUTION 20-056(A)

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
~~INITIATING A SEAWALL IMPROVEMENT SPECIAL ASSESSMENT~~
~~DISTRICT FOR ARMOR TOE IMPROVEMENTS~~, AUTHORIZING AN
APPLICATION FOR THE ALASKA DEPARTMENT OF
ENVIRONMENTAL CONSERVATION/ENVIRONMENTAL
PROTECTION AGENCY REVOLVING LOAN FUND **FOR ARMOR TOE**
IMPROVEMENTS ON THE HOMER SEAWALL, ACKNOWLEDGING
THE IMMEDIATE NEED TO FUND THE DESIGN AND PERMITTING OF
THE PROJECT **AND INITIATING A SPECIAL ASSESSMENT**
DISTRICT IF ONE IS NOT INITIATED BY THE BENEFITTED
PROPERTY OWNERS.

WHEREAS, At the request of homeowners for the City's assistance, a seawall was engineered and constructed along the Ocean Drive Loop bluff in 2002 as an effort to mitigate erosion impacts to lots along the ocean bluff; and

WHEREAS, This effort began with the adoption of Resolution 00-89(A) finding a need to create the Ocean Drive Loop Bluff Erosion Control Improvement District; and

WHEREAS, Over the years regularly occurring winter storms with high tides and high winds have caused major storm damage to the seawall and resulted in the need for continued repair of the wall; and

WHEREAS, Emergency Ordinance 11-49(S) created the Ocean Drive Loop Special Service District (ODLSSD) to collect tax revenues from benefitted property owners to support maintenance and repair of the seawall, which they own and is located on their properties; and

WHEREAS, Emergency repairs to the seawall have to be performed on an emergency basis in order to prevent further damage and remain in compliance with the Army Corps of Engineers permit for the seawall; and

WHEREAS, In the most recent winter storms the seawall received significant damage that threatens the walls integrity with 20 of the 85 wood panels needing complete rebuild, and more frequent sink holes behind the wall indicate failure of the fiberglass sheet piling along the toe of the wall; and

42 WHEREAS, Upcoming winter storms with high winds and high tides may result in
43 complete wall failure as explained in Memorandum 20-073; and
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45 WHEREAS, The total tax revenues received from benefitted property owners range from
46 total \$25,000 to \$30,000 annually and don't sufficiently cover the increasing seawall
47 maintenance costs; and
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49 WHEREAS, HDR, Inc. provided a technical review of the seawall and provided a Homer
50 Seawall Alternatives Analysis dated June, 27, 2019 that reviewed and provided concepts for
51 improving the structure to reduce maintenance costs and extend the functional life of the
52 structure, and indicated armor rock placement to protect the toe of the wall to be the most
53 practical and cost effective solution which the homeowners who attended the community
54 meetings in 2019 also agreed to as the best approach; and
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56 WHEREAS, The creation of a Seawall Improvement Special Assessment District (SAD) for
57 the cost of placement of the armor rock was addressed at a worksession held May 18, 2020 and
58 financing for the armor rock may be available through a low interest Alaska Department of
59 Environmental Conservation (ADEC)/Environmental Protection Agency (EPA) revolving loan;
60 and
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62 WHEREAS, Staff recommends the City apply for the ADEC/EPA loan as it is has a low
63 interest rate that would be otherwise difficult to secure from a private financing agency.
64 Acceptance of the ADEC/EPA Revolving Loan would be approved by Council through ordinance
65 at a future meeting and applying for consideration does not obligate the City to agree to the
66 loan; and
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68 WHEREAS, The (ODLSSD) is responsible for generating maintenance funds through an
69 annually established mil rate, **and** will remain in place to provide for long-term maintenance
70 costs; and
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72 WHEREAS, Suggestions for expanding the Seawall Improvement SAD and the ODLSSD
73 to include other benefitted properties is addressed in Memorandum 20-074; and
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75 WHEREAS, Through this resolution, Council will give the City authority to facilitate the
76 installation of armor rock protection through an expanded SAD and expand a special service
77 district to generate maintenance funds necessary to maintain the improvements with the City
78 paying a commiserate amount; and
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80 WHEREAS, HCC 17.0402.040(a)(1) authorizes the City Council by a vote of not less than
81 three fourths of its membership to initiate a SAD; and
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83 WHEREAS, The City Council deems it **will be** necessary and in the best interest e to
84 initiate a SAD for the benefitted property owners along and within proximity to the seawall as
85 identified by the City Engineer, to provide necessary improvements to the seawall **if a special**
86 **assessment district is not initiated by benefitted property owners**; and

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88 WHEREAS, The Council finds there is a need for immediately initiating
89 design/permitting for the project due to anticipated impacts from upcoming winter storms
90 with high winds and high tides, and directs the City Manager to present an ordinance at the
91 next City Council meeting authorizing the expenditure of project costs using the remaining
92 balance of the mil rate deposits and the City’s annual contribution (estimated at
93 approximately \$66,000); and

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95 WHEREAS, HCC 17.04 ~~02.040~~(c) provides that upon the Council’s initiation of a special
96 assessment district the Clerk shall schedule a meeting of record owners of property in the
97 proposed district, and refer the proposed district to the ~~City Manager~~ **Public Works Director**
98 for the preparation of an improvement plan for the district; and

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100 WHEREAS, The City has been facilitating maintenance of the wall, as required by the
101 Corps permit. If the property owners fail to create the Seawall Improvement SAD, based on the
102 increasing cost of maintenance, the City will not have the financial resources necessary to
103 continue maintaining the wall.

104
105 NOW THEREFORE, BE IT RESOLVED:

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107 Section 1. Initiation of special assessment district. As authorized by HCC 17.04
108 ~~02.040~~(a)(1), the Council hereby **will** initiates the Seawall Improvement special assessment
109 district for Armored Toe Improvement on the seawall **if an application is not received by the**
110 **property owners by June 26, 2020.**

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112 Section 2. Meeting of property owners; Improvement plan. The Clerk shall schedule
113 a meeting of record owners of real property in the proposed district in accordance with HCC
114 ~~17.04 02.040~~(c)(1), and refer the proposed district to the ~~City Manager~~ **Public Works Director**
115 for the preparation of an improvement plan, as provided in HCC ~~17.04 02.040~~(c)(2).

116
117 Section 3. Effective date. This resolution shall become effective upon passage and
118 approval.

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120 BE IT FURTHER RESOLVED the City Manager is authorized to apply for a low interest
121 ADEC/EPA revolving loan to finance the project and to be reimbursed by property owners
122 through the SAD.

124 BE IT FURTHER RESOLVED in recognizing the immediate need for design/permitting for
125 the project the City Manager is directed to present an ordinance at the next City Council
126 meeting authorizing the expenditure of project costs using the remaining balance of the mil
127 rate deposits and the City's annual contribution (estimated at approximately \$66,000).

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129 PASSED AND ADOPTED by the Homer City Council this 8th _____ day of June, 2020.

130
131 CITY OF HOMER

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133 _____
134 KEN CASTNER, MAYOR

135 ATTEST:

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137 _____
138 MELISSA JACOBSEN, MMC, CITY CLERK

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140 Fiscal Note: Funding for design/permitting to come from 156-0369 and 808-0375