ECONOMIC DEVELOPMENT ADVISORY COMMISSION **SEPTEMBER 10, 2013**
491 E. PIONEER AVENUE **TUESDAY, 6:00 P.M.**
HOMER, ALASKA **CITY HALL CONFERENCE ROOM**

NOTICE OF MEETING
MEETING AGENDA

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

3. PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA

4. RECONSIDERATION

5. APPROVAL OF MINUTES
A. July 9, 2013 Regular Meeting Minutes **Page 1**

6. VISITORS
A. Jim Lavrakas, Homer Chamber of Commerce Board of Directors. Update on how RV Parking went during its first summer.
B. Todd Cook, City of Homer Water/Wastewater Superintendent. Report on sewer and water treatment facilities for the City of Homer. **Page 5**

7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS/ BOROUGH REPORT
A. Staff Report: Update on Activities since July 9 Meeting **Page 19**

8. PUBLIC HEARING

9. PENDING BUSINESS
A. EDC Bylaw Amendment to Include Chamber Director as a Non-voting Member **Page 21**

10. NEW BUSINESS
A. City Council Sign up. Next meetings September 23 and October 14

11. INFORMATIONAL ITEMS
A. Memo to City Manager on Assigning the Community and Economic Development Coordinator to the Homer Chamber of Commerce Board of Directors **Page 27**
B. Homer Google eCity Designation **Page 29**

12. COMMENTS OF THE AUDIENCE
13. COMMENTS OF THE CITY STAFF
14. COMMENTS OF THE COUNCILMEMBER
15. COMMENTS OF THE CHAIR
16. COMMENTS OF THE COMMISSION
17. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY, October 8, 2013 at 6:00 p.m. in the City Hall Cowles Council Chambers located at 491 E. Pioneer Ave, Homer, Alaska.

Session 13-07 a Regular Meeting of the Economic Development Advisory Commission was called to order by Chair Sarno at 6:00 p.m. on July 9, 2013 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONER BARTH, KRISINTU, ROSS, SARNO, WAGNER

STAFF: COMMUNITY & ECONOMIC DEVELOPMENT COORDINATOR KOESTER
DEPUTY CITY CLERK JACOBSEN

AGENDA APPROVAL

BARTH/WAGNER MOVED TO MOVE TO SWITCH THE ORDER OF THE NEW BUSINESS ITEMS SO THE BYLAW AMENDMENT WILL BE ITEM A.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

The amended agenda was approved by consensus of the Commission.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

Monte Davis, Executive Director of the Homer Chamber of Commerce and Visitor Center, commented in support of the proposed bylaw amendment. The Chamber Board is very excited about the idea of having a seat at the EDC's table for the Chamber Executive. The CEDS includes action items listed for the Chamber to do, and having seats with each group will help ensure the communication lines are open back and forth between the two groups; also having that person available to offer feedback to the ability to carry things out will be helpful. These changes have full support from the Board of Directors of the Chamber of Commerce. , and recognizing they want to become more integrated with the economic development plans for the community, they hope to help look out and down the road

Jim Lavrakas, incoming Executive Director of the Homer Chamber of Commerce and Visitor Center, agreed with Mr. Davis' comments. At the last Chamber Board meeting they created a non-voting seat for whoever is selected to sit in that role. He agrees that communication between the City and Chamber is paramount in dealing back and forth, because it lets everyone know what the expectations are, and it will help facilitate how they work together.

RECONSIDERATION

There was no reconsideration scheduled.

APPROVAL OF MINUTES

A. June 11, 2013 Regular Meeting Minutes

WAGNER/ROSS MOVED TO APPROVE THE MINUTES AS WRITTEN.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

VISITORS

STAFF AND COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS

PUBLIC HEARING

PENDING BUSINESS

NEW BUSINESS

A. EDC Bylaw Review and Amendment to Include the Chamber Director as a Non –Voting Member

Question was raised whether the Open Meetings Act will pose a problem when having discussions outside of the meeting. Mr. Davis said in his research, as long as they are ex officio it isn't an issue. The law is directed toward voting members.

Community and Economic Development Coordinator Koester commented that the Commission would need to make a recommendation to the City Manager that she be permitted to serve on the Chamber Board as it is a staff allocation decision. She noted that City Manager Wrede is hesitant because there are a lot of staff time commitments and we are stretched very thin. She encouraged they have discussion supporting their recommendation.

Mr. Davis explained the Chamber Board meetings are the third Thursday of each month at noon. There was discussion that if Mrs. Koester is unable to attend an EDC member could go in her place. Mr. Davis added that she wouldn't have to come to every meeting because there will be times when their business isn't specific to the City. Mr. Lavrakas said that telephonic participation is allowed when needed.

BARTH/WAGNER MOVED TO SEND A MEMORANDUM TO THE CITY MANAGER REQUESTING THE COMMUNITY AND ECONOMIC DEVELOPMENT COORDINATOR BE PERMITTED TO SERVE AS A NON-VOTING MEMBER OF THE CHAMBER BOARD.

The Commission agreed that it is important to have the communication between the City and Chamber for the purpose of carrying out the plans and projects that the two work together on. They also acknowledged Mr. Davis's points regarding attendance not being necessary at every meeting.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

WAGNER/BARTH MOVED TO ACCEPT THE THE CHANGE IN THE BYLAWS TO INCLUDE THE CHAMBER DIRECTOR AS AN EX-OFFICIO MEMBER OF THE EDC.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

B. 2014-2019 Capital Improvement Plan

The Commissioners took time to review the projects in the 2014-2019 Capital Improvement Plan and discuss them with Community and Economic Development Coordinator Koester.

The Commission discussed the significance of harbor projects as they are important for the marine trades and jobs in the industry, which are key to economic development in Homer. Consideration was also given to the importance of road projects for connectivity and safety. The Commission further recognized that with climate change and warmer dryer temperatures there is the need to continue to improve the City's firefighting capabilities.

The Commissioner's individual rankings were as follows:

Barth- Marine Ways, Deep Water Dock Expansion, East Boat Harbor, Main Street Reconstruction, and Aerial Truck

Ross- Marine Ways, Deep Water Dock, Fire Cart Replacement, Kachemak Drive Rehabilitation/Pathway, and Mariner Park Restroom

Sarno- HERC, Kachemak Drive Rehabilitation/Pathway, Town Center, Fire Cart Replacement, and Aerial Truck

Wagner- Pratt Museum, Marine Ways, Main Street Construction, Deep Water Dock, and Aerial Truck

Staff tallied the rankings; the Commission discussed the items and decided on the following five projects:

1. Marine Ways Large Vessel Haul Out Facility
2. Deep Water Dock Expansion
3. Kachemak Drive Rehabilitation/Pathway
4. Main Street Reconstruction/Intersection
5. Firefighting Enhancement/Aerial Truck

There was consensus of the Economic Development Advisory Commission to forward these recommendations to City Council.

INFORMATIONAL ITEMS

None

COMMENTS OF THE AUDIENCE

None

COMMENTS OF CITY STAFF

Community and Economic Development Coordinator Koester advised the Commission she will be absent for the August 8th meeting. She will check with Chair Sarno closer to meeting time to determine if there is a need to hold a meeting in August.

COMMENTS OF THE COUNCILMEMBER

None

COMMENTS OF THE CHAIR

Chair Sarno commented that she is hoping to get off the Commission soon, but doesn't want to leave them without a quorum. She has personal obligations she would like to focus her time on. This was a good meeting and the smoothest CIP meeting in her time on the Commission.

COMMENTS OF THE COMMISSION

Commissioner Wagner agreed that it was a good meeting. It was good to review the information and get reconnected.

Commissioner Barth thanked everyone for a good meeting. It was good to put some thought into the projects and discuss them.

Commissioner Ross said it was a good meeting tonight.

ADJOURN

There being no further business to come before the Commission the meeting adjourned at 7:45 p.m. The next regular meeting is scheduled for Tuesday, August 8, 2013 at 6:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

_____
MELISSA JACOBSEN, CMC, DEPUTY CITY CLERK

Approved:_____

NEVER SATISFIED

A new ultrafiltration system resolved many issues for the team in Homer, Alaska, but that doesn't keep them from working diligently to continue getting better

STORY: **JIM FORCE**
PHOTOGRAPHY: **M. SCOTT MOON**

Perfectionists. That's the conclusion you draw after a conversation with the treatment crew at the 2 mgd Bridge Creek Water Treatment Plant in Homer, Alaska. Superintendent Todd Cook and his staff strive to improve constantly as they deliver drinking water to 1,500 customers in this community on the Kenai Peninsula, 200 miles southwest of Anchorage.

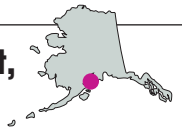
The plant includes the largest ultrafiltration membrane installation for drinking water in the state, but the Homer operators don't let such advanced technology keep them from tweaking plant processes and adjusting chemistry. They're on the alert against organics, iron and manganese, disinfection byproducts and more, and they have even made adjustments to the membranes and the control systems to give them better results. "We don't get bored around here," Cook says.

Step up to membranes

For many years, the Bridge Creek plant used pressure sand filters, but frequently had to deal with filter blinding. Filter backwashing required a high volume of water, reducing the amount of finished water for customers to only 40 to 60 percent.

The ZeeWeed ultrafiltration units (GE Water & Process Technologies) are the highlight of a major plant upgrade completed in 2009. Raw water comes from the 35-acre Bridge Creek Reservoir, a few hundred yards from the plant. Byron Jackson multi-stage turbine pumps (Flowserve Corp.) bring the water uphill to the plant, where it passes through strainers (S.P. Kinney Engineers) and then is mixed with recycled water decanted from the filter backwash water ponds.

Bridge Creek Water Treatment Plant, Homer, Alaska



BUILT:	**1970s (membrane plant started 2009)**
TREATMENT CAPACITY:	**2 mgd**
SERVICE AREA:	**City of Homer, plus users in two neighboring communities**
CONNECTIONS:	**1,500**
SOURCE WATER:	**Bridge Creek Reservoir**
TREATMENT PROCESSES:	**Rapid mix and flocculation, ultrafiltration**
INFRASTRUCTURE:	**43 miles of distribution lines, 22 pressure-reducing stations, 5 water storage tanks**
SYSTEM STORAGE:	**2.1 million gallons**
ANNUAL BUDGET:	**$1.9 million**
WEBSITE:	**www.cityofhomer-ak.gov**

Alum is injected in a rapid-mix tank to promote development of pinfloc in the flocculation basin, which is equipped with three impellers. "We don't want a bigger floc, because that could blind the membranes," explains Jerry Lawver, lead operator.

After the floc basin, the water is gravity-fed to the membranes. The membrane train consists of five cassettes, each with 48 modules. The cassettes can hold 64 modules, a feature that will make it easy to expand. Each module contains thousands of vertically strung membrane fibers, with millions of microscopic pores in each strand. Water is filtered by

Joe Young, operator III, checks the pH, alkalinity, turbidity and chlorine levels of a water sample to verify the accuracy of online instruments.

QUALITY LEADERS PLANT

applying a slight vacuum to the end of each fiber, drawing the water through the pores and into the fibers themselves.

The filtered water is dosed with orthophosphate for corrosion control and adjusted for pH with caustic soda. Chlorine for disinfection is generated onsite in a Miox system, which creates sodium hypochlorite and hydrogen gas through electrolysis of salt.

While on-site generation is becoming more common due to the risks of transporting chlorine over the road, Homer uses the technique mainly because shipping chlorine to the plant would be difficult. "There are few roads, or no roads, up here," Cook says. "Liquid chlorine would have to come by boat and would be classified as a hazardous material."

The filtered, chlorinated water flows to a 1-million-gallon clearwell, then downhill to the city distribution system, which consists of just over 43 miles of pipe and 22 pressure-reducing stations. A small portion of the finished water is provided to private haulers who deliver it to customers in two neighboring communities.

Besides Lawver, Cook's staff consists of Joe Young and Dave Welty, operators, and Paul McBride and Bob Kosiorek, maintenance technicians. They follow a standard membrane cleaning protocol. The filter modules are regularly back-pulsed with an air scour feature and backwashed by reversing the flow. In a maintenance clean, the membranes soak for 15 minutes in a solution of chlorine or citric acid. A full recovery clean involves soaking in a chlorine solution for six hours.

Filter backwash water passes to two backwash water ponds in series. As solids settle, clear water decants from the first pond to the second. From the second, water is returned to the plant inlet, where it is mixed with raw water. The water recovery rate is 92 percent, meaning that only 8 percent of the water being processed does not end up going to customers — that's a huge improvement over the old setup.

Keeping it running

While the upgrade to membranes has resolved the issue of filter blinding and low water recovery rates, the Homer team continuously seeks to improve treatment operations and water quality. Iron and manganese can cause problems. Cook and his crew have found that the membranes remove most of the iron, but only about half of the manganese. "We used to get black water complaints, and the clear tubing on our chlorine meters would turn black," Cook says.

By experimenting with increases in the orthophosphate and caustic soda injection rates, the Homer staff brought the manganese issue under control. "We upped the phosphate addition from 0.2 to 2 ppm and are now back to 1 ppm," explains Cook.

> **"We don't get bored around here."**
>
> TODD COOK

The relatively low pH of the source water, driven even lower by the alum dosing, can also contribute to lead and copper issues and disinfection byproducts (DPBs), so the Homer staff works carefully to increase pH and maintain it at 7.5 to 8.0. The operators have taken several other measures to minimize DPBs. "We have only 1,500 connections, and over 43 miles of water distribution lines," Cook say. "That's a lot of standing water in the system."

Todd Cook, treatment superintendent, checks the pH of an acid cleaning in a filter train.

WINNING PERFORMERS

It's cause for celebration when an operator at a water treatment plant wins a prestigious state award; it's an even bigger deal when two operators are so honored. At the Bridge Creek Water Treatment Plant, Joe Young and Jerry Lawver received the Alaska Rural Water Association Operator of the Year Award in 2011 and 2012.

They're both invaluable to the success of the Bridge Creek operation, says treatment plant superintendent Todd Cook. "Joe has a mechanical background," Cook says. "He's sharp, and our go-to guy for SCADA issues. Jerry's been here since 1991 and brings a lot of experience to the table. He became our lead operator in 2011."

Young started with the City of Homer in 2007 as a treatment plant mechanic and has applied himself to learning the treatment techniques of both the water and wastewater plants. "Not only does he do an outstanding job operating the plant, but his knowledge of computers and the SCADA systems is invaluable," says Cook. "He is willing to tackle any challenge that may arise, and I have found nothing that he can't figure out given the time and resources."

Lawver has 26 years' experience in water and wastewater, 21 with Homer. As lead operator, he is responsible for operating Alaska's largest drinking water ultrafiltration plant. "Jerry has been very helpful in passing his knowledge on by training new operators on the system," says Cook. "He has probably forgotten more about this plant than most operators will ever know. He is always trying to optimize the operation to run the system as efficiently as possible."

The Alaska RWA presents its operator awards — based on outstanding performance and professionalism — at its annual training conference each fall.

The utility recently added variable-frequency drives on its pumps and motors as a way to keep water moving throughout the system. Before, the pumps ran on a fill-and-draw basis; in winter it took six to eight hours to fill the storage tank, and then the system would shut down for 16 to 18 hours. "With the VFDs, the pumps are running at a slower pace and the water keeps moving in the system," says Cook. "We've seen some reduction in DBPs, and our power consumption is more efficient."

The staff also pays close attention to organics. Influent TOCs come in at about 4 parts per million and leave the membrane system at 2 ppm or less. The operators rely on UV transmittance testing to track TOCs in the raw and finished water, enabling them to better adjust the plant's alum addition rates.

"We use hand-held UVT meters from Real Tech so we don't have to send samples out for analysis," says Cook. "There's a direct correlation between TOCs and UV transmittance. The higher the UV transmittance through the water, the better organic kill we're getting. So if our UV transmittance is in a certain range, we know our TOCs are in a certain range, and can adjust our alum dosage rates accordingly. We don't want to overfeed or underfeed alum."

On the other hand, turbidity is not an issue. "Our source water is very low in turbidity," says Cook. "The turbidity in our finished water is 0.02 NTU, rock solid. The filters pretty much do what the manufacturer says they'll do. They're awesome from that standpoint."

That wasn't always the case in the old days; Lawver remembers the staff used to "backwash and hope the turbidity would come down, then backwash and hope the turbidity would come down." When summertime temperatures reach into the 60s and 70s, the reservoir can experience

Jerry Lawver, lead operator, takes a routine coliform water sample from a homeowner's tap.

algae and diatoms. "You can see them in the vial, and they used to blind off the old sand pressure filters. Slime would build up. But they don't blind off the membranes."

Final analysis

Nearly five years into the $11 million upgrade, Cook and his staff are pleased with the results but nowhere near ready to slack off on fine-tuning. "Our membranes have been pretty bullet proof so far," Lawver says. "They're making good water."

> **"Our membranes have been pretty bullet proof so far. They're making good water."**
>
> **JERRY LAWVER**

The biggest issue has been with programming, Cook says. One of the original issues was with the chemical pumps used for membrane cleaning. "We were locked out from adjusting the length of time that they would run," says Lawver. "Run times were too short, especially with the sodium bisulfite — the chemical used for neutralizing chlorine."

After a chemical clean, he says, the rinse water would have a chlorine residual as high as 2.0 mg/L. The rinse water is discharged to the backwash ponds, which concentrate the organics removed by the filters.

"The combination of high organics and chlorine created DBPs in the pond," Cook says. "Tests of the decant water proved DBPs were being formed on site. The operators contacted GE/Zenon to have their programmers remove the locks so the operators could adjust the chemical pumps as needed. It's under control now. All the chlorine is neutralized before it is sent to the decant pond, and we have seen the DBPs drop off."

Todd Cook and his team at the Bridge Creek Water Treatment Plant treat source water that comes from a mountainside above Homer, Alaska.

Cook concludes that with advanced technology and a new SCADA system sometimes the engineers and programmers haven't seen eye-to-eye. "It took awhile in some cases, but the operators got things worked out," he says.

That's typical — Alaskans are known for self-reliance and are not ashamed to brag about it.

At the bottom of Cook's email signature, he quotes "Star Wars" Jedi master Yoda: "Try not. Do, or do not. There is no try." At Homer, they "do." wso

MORE INFO:

Flowserve Corp.
972/443-6500
www.flowserve.com

GE Water & Process Technologies
866/439-2837
www.gewater.com

Miox Corp
800/646-9426
www.miox.com

Real Tech, Inc.
877/779-2888
www.realtech.ca

S.P. Kinney Engineers, Inc.
800/356-1118
www.spkinney.com

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Greening the Plant: Innovative nutrient removal

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All In for the Hometown

John McCool
Plant Superintendent
Warren, Ill.

JOHN McCOOL OPERATES HIS PLANT WITH CARE FOR THE TROUT DOWNSTREAM AND RESIDENTS' POCKETBOOKS PAGE 30

In My Words: Behaving like a business

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The Fire Chief Project: Watershed Warriors

PAGE 9

Treatment in Depth

Operating team members in Homer split their time between the Deep Shaft Treatment Facility and the Bridge Creek Water Treatment Facility. They include, from left, Dave Welty, operator; Paul McBride and Bob Kosiorek, building maintenance; Joe Young, operator III; Jerry Lawver, lead operator; and Todd Cook, wastewater superintendent. (Photography by M. Scott Moon)

A DEEP-SHAFT ACTIVATED SLUDGE SYSTEM HELPS THE HOMER TREATMENT PLANT PRODUCE CONSISTENTLY GOOD EFFLUENT DESPITE ALASKA'S CHILLY CLIMATE

By Jim Force

THE MOUNTAINS, FORESTS AND CLEAR WATERS OF Kachemak Bay make Homer a favorite spot for Alaska's summer tourists. Year-round residents enjoy those features, too, along with a municipal water and wastewater infrastructure that protects the natural resources, while delivering reliable and efficient service.

The Homer Wastewater Treatment Plant is a case in point. Situated near the shore of the bay, the plant uses an innovative deep-shaft aeration system that provides effective biological treatment in this cold climate and lowers the plant's profile so it doesn't interfere with the town's travel-brochure views.

The deep shafts are the central part of a treatment train that treats a daily average flow of 0.3 to 0.5 million gallons and returns clean water through a 2,100-foot outfall to the bay. "We have some of the most picturesque views you can get," says Todd Cook, wastewater superintendent for his hometown. "Visually, it's an awesome place." Another reason deep-shaft technology was the choice for Homer is that U.S. EPA innovative technology funding was available for it.

A STEP UP

That was in 1991, when the Homer plant was upgraded from an old sewage lagoon system that Cook says wasn't cutting it anymore. "The quality of the effluent coming out of the ponds was not what the regulators wanted," he says. "We could only get so much treatment out of the lagoons. Besides the beaches and fishing, there are also shellfish here. We needed to increase treatment and get better-quality effluent."

In the upgraded treatment scheme, wastewater enters the plant through an influent pump station powered by four Flygt pumps, two in operation at any one time, controlled by an automatic level control sensor (Siemens). Two pumps are rated at 700-800 gpm and the other two at 1,000 gpm.

An old bar screen (John Meunier) removes rags, and a conical T-Cup Eutek centrifuge (Hydro International) takes care of grit, which is deposited in one of the old treatment ponds. Sharps and plastics pass through a grinder. Then the flow heads down the hatch.

Homer has a twin deep-shaft system — a splitter box directs flow to one or both shafts depending on volume. Each shaft extends 500 feet below the surface. The raw wastewater and return activated sludge (RAS) enter the system through an 18-inch inner pipe, passing to the bottom where the flow injected with 40 cfm of air at 80 psi from a 60 hp rotary screw compressor (Rogers Machinery). In a 5-foot-deep space at the bottom of the shaft, the flow transfers to the outer pipe and returns to the surface. The main pipe casing is 30 inches in diameter on each shaft.

The mean cell residence time at normal flow rates is about two days, Cook says. "Things run so steadily,

profile

City of Homer (Alaska) Wastewater Treatment Plant

BUILT:	1990
POPULATION SERVED:	6,500
FLOWS:	0.3 mgd average, 0.5 mgd summer, 1.5 mgd maximum
TREATMENT PROCESS:	Deep-shaft aeration
TREATMENT LEVEL:	Secondary
RECEIVING WATER:	Kachemak Bay
BIOSOLIDS:	Aerobic digestion, drying beds, cake to landfill
ANNUAL BUDGET:	$1 million
WEBSITE:	www.cityofhomer-ak.gov
GPS COORDINATES:	Latitude 59°38'31.74" N; Longitude 151°31'57.01" W

Operator Dave Welty rinses UV lamps used in the Homer Deep Shaft Treatment Facility's disinfection system (Ozonia North America).

"The quality of the effluent coming out of the ponds was not what the regulators wanted. Besides the beaches and fishing, there are also shellfish here. We needed to increase treatment and get better-quality effluent."
TODD COOK

City of Homer (Alaska) Wastewater Treatment Plant
PERMIT AND PERFORMANCE

	INFLUENT (Avg.)	EFFLUENT (Avg.)	PERMIT
BOD	293 mg/L	13 mg/L	Monthly 30 mg/L Weekly 45 mg/L Daily Max 60 mg/L 85% minimum removal monthly
TSS	306 mg/L	13 mg/L	Monthly 30 mg/L Weekly 45 mg/L Daily Max 60 mg/L 85% minimum removal monthly
Nitrogen	N/A	15-30 mg/L	Report in mg/L

it's almost boring," he says. "But sometimes boring is nice. Typically, plants use deep-shaft technology because they need a smaller footprint. The systems were first used in Europe, but when funding became available, we went for it."

Homer's northern location was an important factor in the decision. "I've worked in other activated sludge plants up here," says Cook. "The weather wreaked havoc. By having the shaft in the ground, the temperature stays stable, and that helps the biology." Keeping the plant running along with Cook are Jerry Lawver, lead operator; Joe Young and Dave Welty, operators; and Paul McBride and Bob Kosiorek, maintenance technicians.

Maintenance is minimal: "We really don't have to clean the shafts as long as nobody drops anything in them. There are a few items down there, but nothing worth going after," Cook says. The crew takes the head tank down periodically to remove rags and some grit and clean off the concrete to prevent deterioration from hydrogen sulfide.

After treatment, a pair of rectangular flotation clarifiers separate mixed liquor from the treated effluent. Between the shafts and the clarifier, the Homer team adds cationic polymer (Hydrofloc 1665 by Russell Technologies) to promote solids coagulation. "Because of all the air entrained in the mixed liquor, our solids float, rather than settle," says Lawver.

Both clarifiers discharge to a common effluent channel, which directs the water to a UV disinfection system (Ozonia North America) consisting of two banks, each with 12 racks of four bulbs (SunRay or UV Doctor). After disinfection, the flow passes to Kachemak Bay. "The Bay has good tidal action, from negative 3 feet to plus 16 feet, so we get good mixing and flushing," says Cook.

The system produces about 10,000 gallons a day of waste activated sludge (WAS), which is transported by Moyno pumps to two 50,000-gallon aerobic digesters. Cook and his staff run the digesters in series; WAS enters the first digester and decants to the second digester, which in turn decants to one of the former treatment ponds.

"We operate our digester at 8,000 to 15,000 ppm TSS," says Lawver, noting that the organic loading on the plant is much higher in the summer. "We

(continued)

DEEP SHAFTING

Even though deep-shaft aeration systems (also known as vertical bioreactors, or VBRs) were introduced in the mid-1970s and are common in other parts of the world, the City of Homer was the first treatment plant to install one in North America. Since then, says Todd Cook, plant superintendent, a second deep-shaft system has started up in the city of Dawson in the Yukon.

The systems are well suited to small footprints and to cold temperatures. At Homer, the system is positioned in a moderate-sized building that also contains the headworks, digesters, and UV disinfection system. A typical deep-shaft unit can be several hundred feet deep, consisting of a riser pipe and down-comer.

As wastewater and return activated sludge (RAS) fill the shaft, compressed air is forced into the solution at the base of the shaft, providing a highly efficient source of oxygen for the activated sludge biota. The rising oxygen and injected RAS assure adequate mixing. At the surface, the treated liquid is decanted and separated from solids. Though relatively high in construction costs, deep-shaft treatment is highly efficient with superior oxygen transfer rates and an absence of sludge bulking.

see a reduction of 2,000 to 4,000 parts in TSS from digester to digester."

From the pond, solids are pumped to drying beds, which are covered against wet weather. According to Lawver, the biosolids dry to about 35 to 40 percent solids, resulting in 400 to 500 cubic yards of cake per year, hauled to a landfill and used as landfill cover.

Cook and his staff also operate the Homer water treatment facility, so they split duty between the two plants. "Generally, we have an operator and a mechanic at both plants most of the day," says Cook. "If we have a big project at either plant, then it's all hands on deck. We flip flop just to keep things fresh."

The crews work overlapping schedules, half Monday through Thursday and the other half Tuesday through Friday. To fill in for the operator who is off-duty, Lawver covers one of the plants on Mondays, as does Cook on Fridays. "It gets our hands back into the operation," Cook says. "This paperwork stuff is for the birds." A SCADA system (S&B Controls with Siemens controllers) provides automatic control and monitors the operation.

TACKLING CHALLENGES

While it's generally "steady as she goes" at Homer, Cook and his staff have faced their share of challenges. One issue involved the recycle of return activated sludge. "The original design used head pressure to get solids to recycle off the bottom of the clarifier," says Lawver. "But we were getting more liquids than solids and that was throwing off our polymer injection rates, because those are based on flow. Our sludge was not coagulating as well as it should have, and our fecals were going up."

Now, "Homer homemade" airlift pumps have been installed in the clarifiers to pull RAS off the bottom, says Cook. While that has solved the polymer feed issues, it also added to maintenance because the pumps get jammed with rags from time to time.

Another issue has been algae growth in the decant ponds after the aerobic digesters, but a new solar-powered floating mixer (SolarBee) may have taken care of the problem. "We used to get long, stringy green algae," says Lawver. "It didn't inhibit the treatment process, but once it started, we couldn't get rid of it."

Homer was using UV inhibitor chemicals to counter the algae but since has switched to the surface mixer. The mixing impeller is 30 inches in diameter and shears the water molecules, throwing them back across the surface of the water. One impeller covers the 1.4-acre pond, keeping dissolved oxygen up to the desired level of 1.0 mg/L. Solar powered, the unit offsets about 30 hp that normally would be required for mixing.

Todd Cook, wastewater superintendent.

Due to infiltration and inflow, the Homer plant tends to get high flows in springtime. "The seasonal change makes things a bit challenging for us," says Lawver. The spring breakup of ice and snow from connected roof drains and basement sump pumps add to the volume of water. "We chlorinate with 12 percent sodium hypochlorite as a backup during these high flows, and dechlorinate with sodium bisulfate," Lawver says.

Other staff-driven changes are adding to treatment efficiency. Homer will replace its old bar screen with a rotary drum screen later this year, and that will help greatly with rag removal.

Improvements have been made to the polymer system, as well. "We replaced our polymer system with a new dry feed system from Fluid Dynamics," Lawver says. "We're happy with it. We couldn't get parts anymore for the old system."

ENERGY SAVINGS

Energy conservation is also paying dividends. According to the U.S. Energy Information Administration, Alaska has the fifth highest electricity rates in the country — 14 to 16 cents per KWh — so conservation can save significant money. "We've replaced all our ballasts and installed motion-sensored lighting throughout the plant," Cook says. The team has also installed new transformers in the UV system, and has replaced mercury vapor lighting with LED lights.

Lead operator Jerry Lawver prepares to conduct a BOD test.

"I've worked in other activated sludge plants up here. The weather wreaked havoc. By having the shaft in the ground, the temperature stays stable, and that helps the biology."

TODD COOK

Finally, the plant's deep-shaft system requires just one of the pair of compressors to provide the air needed for biological treatment.

The energy program has won a state award. The product of a citywide energy audit and upgrade plan developed by Siemens and Sylvania, with local electrical contractors, Homer's conservation measures were funded by a state grant and received recognition in the Great Alaska Energy Challenge in 2011. Other awards for the plant include:

- 1993 Outstanding Plant of the Year, Alaska Water Wastewater Management Association, Southeast Region
- 1993 Large System Plant of the Year, AWWMA statewide
- 2011 Wastewater Treatment Plant of the Year, Alaska Rural Water Association

Cook has used the honors to boost the image of his plant and operators in the community: "It gave us some bragging rights. We received a proclamation from the city council, and our staff received awards. We've been on the local radio station."

The recognition has made the energy conservation measures known and has also boosted public confidence in the plant while giving its operators due credit, Cook believes. That's especially important in Homer where the wastewater treatment facilities themselves are nearly out of sight. tpo

more info:

Fluid Dynamics Inc.
888/363-7886
www.dynablend.com

Flygt - a Xylem Brand
704/409-9700
www.flygtus.com
(See ad page 3)

Hydro International
866/615-8130
www.hydro-int.com

John Meunier, Inc.
88/638-6437
www.johnmeunier.com

Moyno, Inc.
877/486-6966
www.moyno.com

Ozonia North America, LLC
201/676-2525
www.ozonia.com

Rogers Machinery Company, Inc.
503/639-0808
www.rogers-machinery.com

Russell Technologies
800/844-9314
www.russell-technologies.com

Siemens Water Technologies Corp.
866/926-8420
www.water.siemens.com

SolarBee, Inc.
866/437-8076
www.solarbee.com

ANNUAL WATER QUALITY REPORT

WATER TESTING PERFORMED IN 2012

CITY OF HOMER WATER UTILITY

PUBLIC WORKS DEPARTMENT

Want more $$$ in your pocket?

Here's a few tips how :

A toilet that runs continuously is a big waste. Check and adjust the float to insure water is not being lost out the overflow tube.

If your toilet runs on it's own, fills then stops even though no one has been in the bathroom, check the flapper in the bottom of the tank to make sure it seats properly. Water can leak by slowly and cause the toilet to refill itself.

A brick or container fill with rocks or sand (something that won't float) can be placed in the toilet tank to reduce the volume of each flush.

Do not do this if you have a "low flow" toilet all ready.

Repair leaky faucets, even small leaks can add up over time.

Fill a gallon milk jug with water and keep it in the refrigerator for drinking. It is always cold and will save a lot of water, rather than running the tap each time you want a glass of water.

Insulating pipes can reduce demand by maintaining temperature longer.

Water Quality Test Results

Contaminant	Sample Date	Violation Yes/No	Level Detected	Unit of Measure	MCL	MCLG
Volatile Organic Contaminants (Running Annual Average)						
Total Trihalomethanes	12/11/12	No	65 (RAA)	ug/L	80	N/A
Total Haloacetic Acids	9/11/12	No	52 (RAA)	ug/L	60	N/A
Radioactive Contaminants						
Gross Beta	2007	No	2.4	pCi/L	50	0
Radium 226/228	2007	No	.043		5	
Gross Alpha	2008	No	0.85		15	
Microbiological Contaminants						
Turbidity	daily	No	0.06	NTU	0.3	N/A
Inorganic Contaminants						
Barium	2011	No	26.5	ug/L	2000	2000
Chromium	2011	No	0.453	ug/L	100	100
Total Thallium	2011	No	0.0839	ug/L	2	0.5
Nitrate	2012	No	0.19	mg.l	10	10
Arsenic	2012	No	0.221	ug/L	10	0
Lead*	2012	No	.00596	mg/l	.015	0
Copper*	2012	No	0.237	mg/l	1.3	1.3

* Violation is based on the 90th percentile. Results shown are the 90th percentile. Results of 40 samples range from non detect to 0.0225 ppm of lead and 0.00273 to 0.404 ppm of copper. 2 sample were over the MCL. More sampling will be conducted in 2013.

Infants and children who drink water containing lead in excess of the action level could experience delays in their physical or mental development. Children could show slight deficits in attention span and learning abilities. Adults who drink this water over many years could develop kidney problems or high blood pressure.

Definitions & Terms Used in the Table of Detected Contaminants

Action Level (AL): The concentration of a contaminant which, when exceeded, triggers treatment or other requirements which a water system must follow.

N/A: not applicable

RAA: Running Annual Average

Ppm or mg/l: parts per million or milligrams per liter-one part per million corresponds to one minute in two years or a single penny in $10,000.

Ppb or ug/l: parts per billion or micrograms per liter-one part per billion corresponds to one minute in 2,000 years or a single penny in $10,000,000.

Turbidity: suspended material or cloudiness, measured in NTUs.

NTU: Nephelometric Turbidity Unit, units of turbidity indicated by an instrument that measures refracted light through a water sample.

Treatment Technique (TT): A required process intended to reduce the level of a contaminant in drinking water. For example, we are required to use filtration technology to remove turbidity from our water.

Maximum Contaminant Level (MCL): The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

Maximum Contaminant Level Goal (MCLG): The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

≤ : Less than or equal to

pCi/L: =1 trillionth of a Curie –radioactive measurement

Contaminants

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally-occurring minerals and in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity. Contaminants that may be present in source water include:

Microbial contaminants, such as viruses and bacteria, which may come from septic systems, agricultural livestock operations, and wildlife.

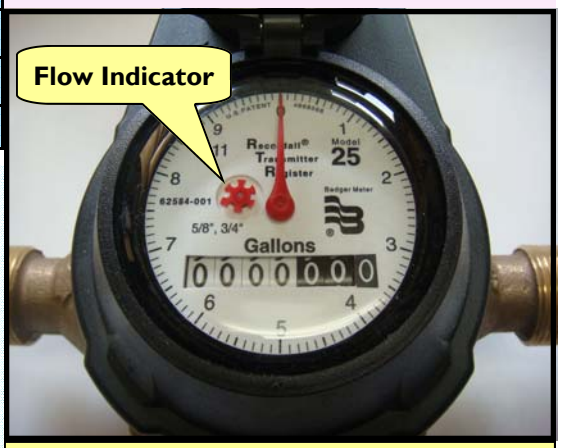
Inorganic contaminants, such as salts and metal, which can be naturally-occurring or result from urban storm water runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.

Pesticides and herbicides, which may come from a variety of sources such as agriculture, urban storm water runoff, and residential uses.

Organic chemical contaminants, including synthetic and volatile organic chemicals, which are byproducts of industrial processes and petroleum production, and can also come from gas stations, urban storm water runoff, and septic systems.

Radioactive contaminants, which can be naturally-occurring or by the result of oil and gas production and mining activities.

Thank you to all our customers that participated in the Lead/Copper testing in 2012!

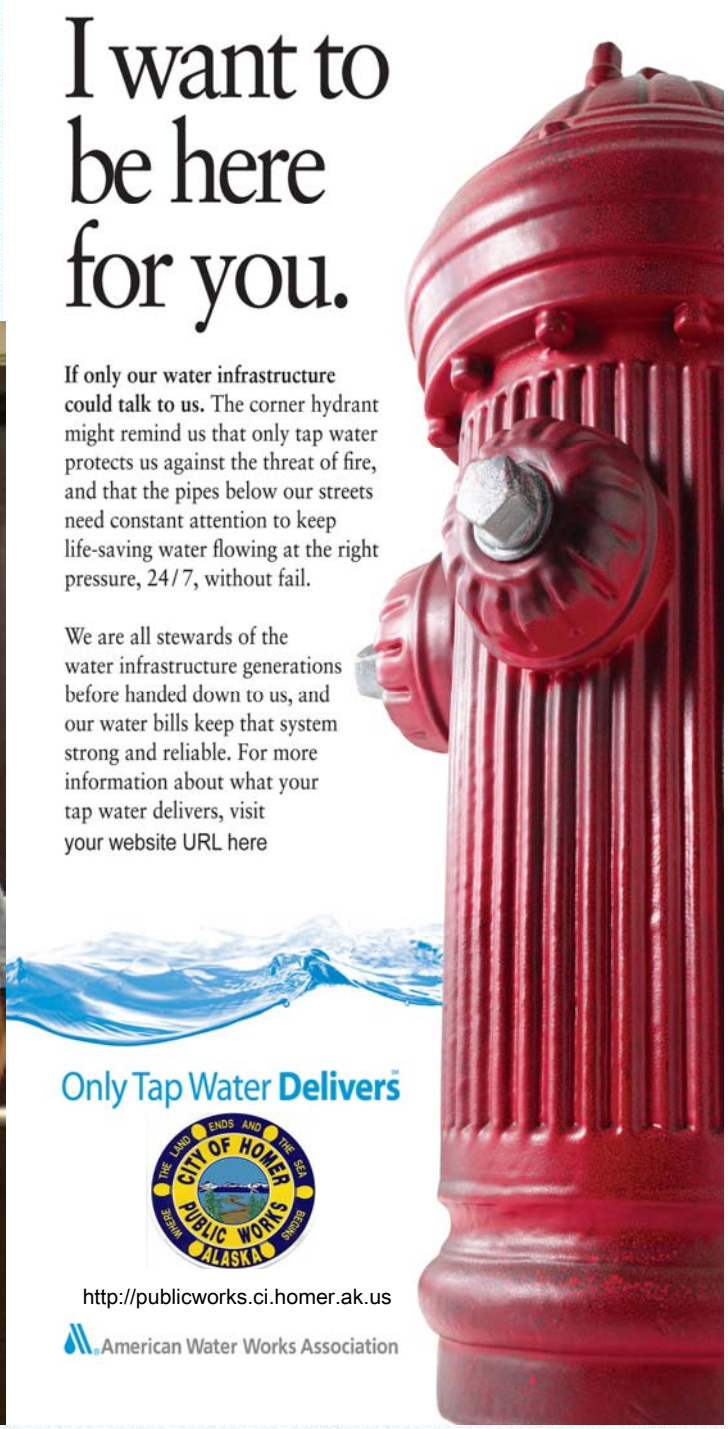


Do you think you may have a water leak?

If so, look for movement in the flow indicator on top of the meter once you are sure all of your fixtures are turned off. If the flow indicator is moving at all, then water is passing through the meter. The first place to check for a leak is in your toilets.

Have questions? Call Public Works at 235-3170

Operator of the Year



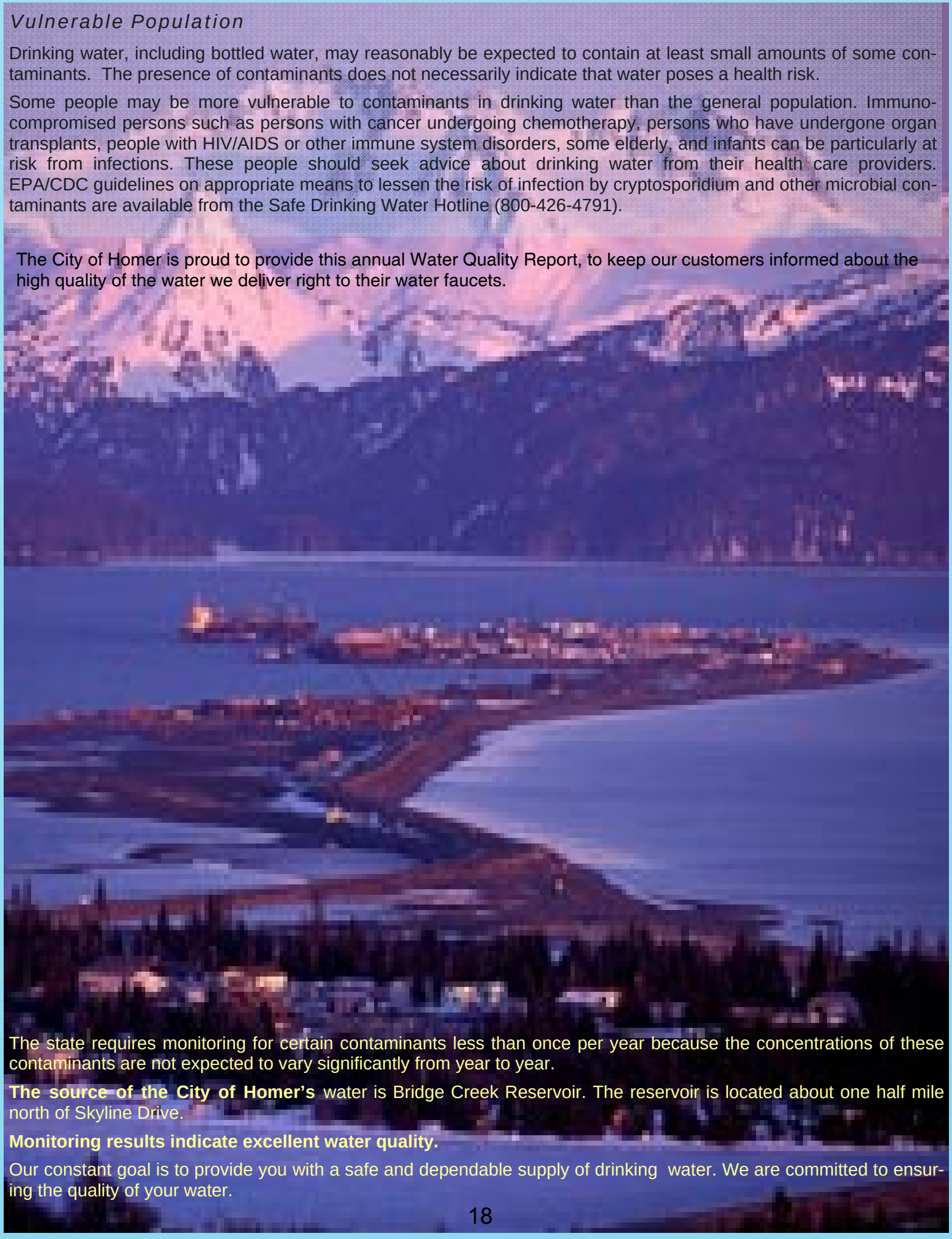
Jerry Lawver won the "Water Operator of the Year" Award from Alaska Rural Water Association in 2012. He is certified at Level III Water Treatment and Level II WWT. He has over 27 years experience in the Water/Wastewater Treatment field with 23+ years here in Alaska. He has worked for the City of Homer for 22 years. He is the Lead Operator on the largest Ultrafiltration Plant in Alaska for drinking water and a very unique kind of wastewater plant. Homer's Deep Shaft Activated Sludge Treatment plant was the first one of two in North America. He was part of the original crew at the start up of this plant. Due to the unique type of treatment, Jerry had to learn this treatment technique by "trial and error". He has been very helpful in passing this knowledge on by training new operators on the system. He has probably forgotten more about this plant than most operators will ever know. He is the "Go To Guy" in the water/wastewater dept. Jerry is a team player that is appreciated by his co-workers. He is always trying to optimize the operation to run the system as efficiently as possible. He is polite, courteous and friendly with the public and anyone else he has contact with. He is an asset both to the Public Works Dept. and the City of Homer.

Vulnerable Population

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk.

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by cryptosporidium and other microbial contaminants are available from the Safe Drinking Water Hotline (800-426-4791).

The City of Homer is proud to provide this annual Water Quality Report, to keep our customers informed about the high quality of the water we deliver right to their water faucets.



The state requires monitoring for certain contaminants less than once per year because the concentrations of these contaminants are not expected to vary significantly from year to year.

The source of the City of Homer's water is Bridge Creek Reservoir. The reservoir is located about one half mile north of Skyline Drive.

Monitoring results indicate excellent water quality.

Our constant goal is to provide you with a safe and dependable supply of drinking water. We are committed to ensuring the quality of your water.

City of Homer
www.cityofhomer-ak.gov

Administration
491 East Pioneer Avenue
Homer, Alaska 99603
(p) 907-235-8121 x2222
(f) 907-235-3148

Memorandum

TO: Homer Advisory Economic Development Commission

FROM: Katie Koester, Community and Economic Development Coordinator

DATE: September 4, 2013

SUBJECT: Staff Report: Update on Activities since July 9 Meeting

Governor's Family Picnic

I hope you were able to attend the Governor's Family Picnic in Homer on July 25. It was a great success, with good weather (despite sprinkles in the morning), plenty of food, and a good time was had by all. I believe the Governor and his Commissioners came away with a good impression of our community. Our best estimate for attendance was around 800, though it is hard to tell. A big thank you goes out to the City staff who were always ready to lend their talents and equipment, the many volunteers who came together to do parking, serving, grilling, etc, the sponsors who bought the beans and hamburgers to feed everyone, and the Picnic Committee who put in many long hours planning for the event.

The morning of the 25 the City was able to give DOT commissioner Kemp, Deputy Commissioner Yost and DCCED Deputy Commissioner O'Tierny a tour of Homer Harbor facilities and major roads in Homer. City staff and the Mayor impressed upon DOT the need to keep the rehabilitation of Pioneer Avenue and Lake Street high in the STIP process and to work on improving Homer intersections. The City also reiterated the potential of the State upgrading main street to urban road standards (street lights, sidewalks, etc.), a project that has been on the State Projects section of the CIP for years, in exchange for the City taking over ownership of the street. This was done successfully with Bartlett a number of years ago.

Visit from Commandant Admiral Papp

On August 21 I had the opportunity along with the Mayor, Port and Harbor Director and City Manager to have lunch about the USCG Hickory with USCG Commandant Admiral Papp. Admiral Papp is the head of the Coast Guard and it was an honor to get to have him visit our community. He was traveling with Senator Lisa Murkowski and the Under Secretary of Commerce for Oceans and Atmosphere and Acting NOAA Administrator Dr. Kathryn D. Sullivan.

While our conversation with the Commandant was casual, the Mayor did have the chance to emphasize the value of the Coast Guard in our community and get an assurance that the Coast Guard does not plan on pulling out of Homer any time soon. This is good news because it allows the City of Homer to plan long term around a Coast Guard presence (for example,

when planning East Boat Harbor Expansion). The Commandant's wife was traveling with him and has a particular interest in Coast Guard Housing. The City spoke about the work the EDC has been doing on the topic of affordable housing and the review we had of the Coast Guard housing survey. There may be an opportunity for the EDC to explore the topic of Coast Guard Housing further and/or an opportunity for a developer to work with the Coast Guard on rental facilities that meet their needs.

Natural Gas Homer Special Assessment District Update

Construction has been in full swing this summer on the trunk line and phase one of the Homer natural gas distribution system. Enstar and their contractors have made good progress and are on schedule. The great weather this summer certainly helped. Enstar contractors have done a lot of boring, drilling through the earth underground, versus digging trenches to install gas line. The result is less torn up rights of way, cut down trees, and broken-up sidewalks then first anticipated. Enstar is currently purging the distribution lines in the core area, starting with the neighborhoods by the hospital, up East Hill to the Quiet Creek condominiums and then moving to 'down town' – around Pioneer and the Sterling Highway (through town). Expect a rotten eggs smell as natural gas is released into the atmosphere when the air is pushed through the lines and replaced with natural gas. The gas has extra odorant to make any leaks easily detectible. As of 9-4-13, the first 6 customers were hooked up to gas. Enstar is working to hook up all customers who signed up by the July 1 deadline this year. They will continue working into the fall as long as weather allows.

Capital Improvement Plan Update

At the EDC's last meeting the City of Homer Capital Improvement Plan (CIP) was discussed. Much progress has been made on putting together a final document. Council met in an all-day worksession Saturday August 17 to take a close look at the CIP process. The goals of the worksession were: limit the Legislative Request to 5 projects, only include City of Homer projects, incorporate projects that are part of City planning documents, consider the downstream costs of projects, and make the document more reflective of mid-term planning for the City. At the time the EDC packet was submitted (9-4-13), the Council was scheduled to vote on Resolution 13-087(A) establishing their top priorities for FY2015 at their September 9 meeting: Water Storage Distribution Improvements, Public Safety Building, Harbor Sheet Pile Loading Dock, Fire Department Equipment Upgrades and East to West Transportation Corridor.

The Council has taken a particular interest in a new joint police fire station and work is underway to get the project far enough along to have a good, well thought out package to present to the Legislature when session begins in January.

CITY OF HOMER ECONOMIC DEVELOPMENT ADVISORY COMMISSION

BYLAWS

Section 1**.** History/Membership/Record Keeping

The City of Homer Economic Development Advisory Commission was established in 1993 with those powers and duties as set forth in Title 1, Chapter 78, of the Homer City Code. (Ordinance 93-15(S)(A). The Commission was inactivated January 24, 2000 at EDC request on January 11, 2000. Council reactivated the Commission on February 27, 2006 via Resolution 06-20. The Commission is established to act in an advisory capacity to the City Manager and the City Council in areas of economic development within the City.

The Homer Economic Development Advisory Commission consists of seven voting members; no more than two (2) members may be residents from outside the city limits. Members shall be nominated by the Mayor and confirmed by the City Council to serve 3-year staggered terms. In addition to the seven members who make up the voting body, one Homer area high school student and one City Council member may also be appointed as non-voting members. The Mayor, City Manager, ~~and/or~~ City Planner, **and/or the Director of the Homer Chamber of Commerce** may serve as non-voting ex-officio members of the Commission.

Permanent records or minutes shall be kept of the proceedings of the regular monthly meetings. The minutes will record the vote of each member upon every question. Every decision shall be filed in the office of the City Clerk and shall be public record open to inspection.

Section 2. The duties and responsibilities of the Commission are:

A. Act in an advisory capacity to the City Manager and the City Council on the overall economic development planning for the City of Homer.

B. Provide ongoing review and evaluation of the City of Homer Comprehensive Economic Development Strategy (formerly known as the Overall Economic Development Plan) and formulate recommendations for revision. Revisions, amendments and extensions of the Comprehensive Economic Development Strategy (CEDS) may be adopted by the City Council after consideration and report by the Commission.

C. Collect and analyze data relevant to economic development to evaluate existing community resources.

D. Formulate and develop the overall long range economic development goals of the residents of the City of Homer through public hearing process.

E. Identify specific alternatives or projects to accomplish the City's objectives and recommend priorities.

F. Review recommendations of the Homer Advisory Planning Commission to encourage a business-friendly environment in Homer.

G. Promote public interest in overall economic development.

H. Make inquiries regarding matters related to economic development.

I. Collaborate with other City of Homer advisory bodies, the Homer Chamber of Commerce, Kenai Peninsula Economic Development District, and Kenai Peninsula Tourism Marketing Council in activities of mutual interest.

Section 3. The Economic Development Commission will abide by the following rules and guidelines:

A. Existing Alaska State Law, Borough Code, and Homer City Code, where applicable.

B. Robert's Rules of Order, current version, in so far as this treatise is consistent with Homer City Code.

C. Decision Making

1. Quorum: Four commission members shall constitute a quorum. At least four affirmative votes are required for the passage of any action of the Commission and shall constitute the meaning of "majority vote." The final vote on a motion may be expressed through roll call or by unanimous consent ("no objection").

2. Voting: All Commission members present shall vote unless the Commission, for special reasons, permits a member to abstain.

3. Abstentions: All Commission members present shall vote unless the Commission, for special reasons, permits a member to abstain. A motion to excuse a member from voting shall be made prior to the call for the question to be voted upon. A member of the Commission requesting to be excused from voting may make a brief, oral statement of the reasons for the request and the question of granting permission to abstain shall be taken without further debate. A member may not be permitted to abstain except upon the unanimous consensus of members present. A member may not explain a vote, may not discuss the question while the roll call vote is being taken and may not change his/her vote thereafter.

4. Consensus: The Commission may, from time to time, express its opinion or preference concerning a subject brought before it for consideration. Said statement, representing the will of the body and meeting of the minds of the members, may be given by the presiding officer as the consensus of the body as to that subject without taking a motion and roll call vote.

5. Notice to Reconsider: A member of the Commission who voted on the prevailing side on any issue may provide notice of reconsideration within 48 hours from the time the original action was taken. The Chair or Vice-Chair shall notify staff of the reconsideration.

6. Conflict of Interest: A member of the Commission shall disqualify himself/herself from participating in any official action in which he/she has a substantial financial interest per HCC 1.12. The member shall disclose any financial interest in the topic before debating or voting. The member cannot participate in the debate or vote on the matter, unless the Commission determines the financial interest is not substantial. Following the Chair's announcement of the agenda item, the Commissioner should state that he/she has a conflict of interest. Once stated, the member should distance himself/herself from all

motions. The Commission must move and vote on whether or not there is a conflict of interest. At this time a motion shall be made by another Commissioner restating the disclosed conflict. Once the motion is on the floor, the Commissioner can disclose his/her financial interest in the matter and the Commission may discuss the conflict of interest. A vote will then be taken. An affirmative vote excuses the Commissioner and he/she takes a seat in the audience or remains nearby. Upon completion of the agenda item, the Commissioner will be called back to join the meeting.

D. Communication with Mayor & Council and City Manager

1. Any recommendation the Commission may have regarding economic development is to be directed to the City Council through the City Manager. Recommendations of the Commission concerning policy issues may be sent directly to the Council upon request of the Commission.

2. Any report or recommendation made in response to a specific request from the City Council shall be made directly to the Council, unless otherwise directed by the Council.

E. Meetings/Agendas:

1. Regular meetings will take place on the second Tuesday of each month at 6:00 p.m.

2. Items may be added to the Regular Meeting agenda at the request of staff, the Commission as a whole, or individual commissioners. Agenda deadline is the Wednesday of the week preceding the meeting date at 5:00 p.m. Packets should be available by end of day on the Thursday following the agenda deadline.

3. After the agenda deadline, the commission may, through majority vote, add or remove agenda items at the beginning of a meeting during "Approval of the Agenda." Added items shall be for discussion purposes only; no action may be taken.

4. Special Meetings, Worksessions, and Public Forums may be called by the Chair or a majority of the Commission. Worksessions and Public Forums do not require a quorum. However, no action may be taken at a worksession or forum; items on the agenda are for discussion only.

F. The general order of business during a Regular Meeting shall be as follows:
(Information in parentheses need not appear on the agenda. Time limits do not include optional question/answer period. The Chair, with concurrence of the body, may adjust the time limit.)

1. Call to Order

2. Approval of Agenda

3. Public Comments Regarding Items on the Agenda. (3 minute time limit per person)

4. Reconsideration (Vote on reconsideration with item placed under pending business for reconsideration of action by the Commission.)

5. Approval of Minutes

6. Visitors (Scheduled visitors who have been invited to give a presentation will be allotted no more than 20 minutes per presentation. For unscheduled visitors, the Chair will set a time limit of no more than 5 minutes per person. Topics should be relevant to the role of the Commission as an advisory body.)

7. Staff & Council Report/Committee Reports/Borough Reports (Written reports are to be provided by packet deadline. Time limit for oral reports not to exceed 5 minutes.)

8. Public Hearing (3 minute time limit per person.)

9. Pending Business (Items that have been carried over from previous meeting**,** postponed, reconsidered, tabled, etc.)

10. New Business

11. Informational Materials (No action may be taken on these matters; they may be discussed only.)

12. Comments of the Audience (3 minute time limit per person.)

13. Comments of the City Staff

14. Comments of the Council member

15. Comments of the Chair

16. Comments of the Commission.

17. Adjournment/Next Regular Meeting (Also state any additional meetings to be scheduled. All Regular Meetings will be held in the Homer City Hall, Cowles Council Chambers.)

G. Duties and Powers of the Officers:

A Chair and Vice-Chair will be selected annually (November meeting) by the voting members. The Chair will preside at all meetings of the Commission, call special meetings in accordance with the by-laws, sign documents of the Commission, see that all actions and notices are properly taken, and summarize the findings of the Commission for the official record. The Vice-Chair will perform all duties and be subject to all responsibilities of the Chair in his/her absence, disability or disqualification of office. The Vice-Chair will succeed the Chair if he/she vacates the office before the term is completed, to complete the unexpired term. A new Vice-Chair will be elected at the next regular meeting. It is the responsibility of the Chair to advise the City Clerk regarding any and all non-regular meetings within a timely manner to meet Code requirements for advertisement/publication.

H. Vacancies:

A Commission appointment is vacated under the following conditions and upon the declaration of vacancy by the Commission. The Commission shall declare a vacancy when the person appointed:

1. fails to qualify to take office within 30 days after his/her appointment;

2. resigns and the resignation is accepted;

3. is physically or mentally unable to perform the duties of his/her office;

4. misses three consecutive regular meetings unless excused; or

5. is convicted of a felony or of an offense involving a violation of his/her oath of office.

I. Amendment of Bylaws:

The by-laws may be amended at any meeting of the Commission with five affirmative votes, provided that notice of said proposed amendment is given to each member in writing. The proposed amendment shall be introduced at one meeting and action shall be taken at the next Commission meeting. The amendment shall be presented in the form of a Resolution by the City Council and shall be forwarded to the City Council through the City Clerk at the earliest possible date.

(These Bylaws were approved by the Homer City Council on August 25, 2008 via Resolution 08-89.)

City of Homer
www.cityofhomer-ak.gov

491 East Pioneer Avenue
Homer, Alaska 99603
(p) 907-235-8121
(f) 907-235-3140

TO: City Manager Walt Wrede
THROUGH: Katie Koester, Community and Economic Development Coordinator
FROM: Economic Development Commission
DATE: September 3, 2013
SUBJECT: Assignment of Community and Economic Development Coordinator to Homer Chamber of Commerce Board of Directors

At the July 9 meeting of the Homer Advisory Economic Development Commission (EDC), the EDC voted to send a memorandum to the Homer City Manager asking the City Manager to assign the Community and Economic Development Coordinator to serve as a non-voting member of the Board of Directors for the Homer Chamber of Commerce. The EDC believes that it is important to have clear and consistent communication between the City and the Chamber for the purpose of carrying out the plans and projects that the two work together on. The Homer Chamber of Commerce has already created a non-voting position for the City of Homer Community and Economic Development Coordinator in their board structure. The Board meets monthly for an average of 2 hours over the lunch hour. Attendance is not necessary at every meeting.

GOOGLE DESIGNATES HOMER AS ALASKA'S 2013 eCITY

FOR IMMEDIATE RELEASE
August 20, 2013

CONTACT: Samantha Smith
press@google.com

Mountain View, CA: Innovative tech giant Google has named Homer as the 2013 eCity for the State of Alaska. The eCity Awards recognize the strongest online business community in each state - the new digital capitals of America. The businesses in these communities are embracing the web to find new customers, connect with existing clients and fuel their local economies. Homer joins the ranks of America's leading cities in the digital economy.

"Homer's growth and innovation in e-commerce is an example that other cities across the state can strive to replicate," said Scott Levitan, Director of Small Business Engagement at Google. "Google is proud to recognize this growing entrepreneurial spirit and the role it plays in creating jobs and sustaining local economies."

"The City of Homer is proud to be recognized as the strongest online business community in Alaska," said Mayor Mary E. Beth Wythe. "The hardworking small business owners in Homer have found the internet to be an innovative way to grow and flourish while still enjoying the wonderful quality of life living in Homer provides. Technologically savvy entrepreneurs looking for a great place to live, work and play are encouraged to consider Homer."

BACKGROUND:
Google and independent research firm, *Ipsos*, analyzed the online strength of local small businesses across all fifty states. They weighed a variety of factors to determine the leading cities and towns across the US, including the likelihood of small businesses to have a website, use a blog, promote themselves on a social network, sell goods directly from their webpages and whether they had a mobile-friendly website. The winning cities exhibited strong engagement and potential for growth within the digital economy. For more information visit www.google.com/ecities.

MEDIA CONTACTS:
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Chris Maloney
cmaloney@blackrockgrp.com, (703) 535-3390

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