

NOTICE OF MEETING
REGULAR MEETING AGENDA

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE- 6:00 p.m.
2. APPROVAL OF THE AGENDA
3. PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA (3 minutes)
4. RECONSIDERATION
5. APPROVAL OF MINUTES
 - A. Regular Meeting Minutes for April 10, 2018 Page 3
6. VISITORS/PRESENTATIONS (10 minutes)
7. REPORTS (5 minute each)
 - A. Marine Trades Association Report
 - B. Chamber Director Report
 - C. Pioneer Avenue Task Force Report
 - A. Staff Report – Jennifer Carroll, Special Projects & Communications Coordinator Page 11
8. PUBLIC HEARING
9. PENDING BUSINESS
 - A. Wayfinding and Streetscape Project Proposal
 1. Letter of Support from Homer Chamber of Commerce Page 15
 2. Email from Library Director re: Wayfinding and Streetscape Page 17
 3. Letter of Support from Pratt Museum Page 19
 4. Wayfinding Projects from Sitka and Palmer, Alaska Page 21
 - B. City Regulatory Barriers Identified in the B R & E Survey Refer to Staff Report Page 13
10. NEW BUSINESS
11. INFORMATIONAL ITEMS
 - A. **City Manager’s Report** May 2018 Page 45
 - B. Commissioner Attendance at City Council Meetings Page 75
12. COMMENTS OF THE AUDIENCE(3 minutes)
13. COMMENTS OF THE CITY STAFF
14. COMMENTS OF THE COUNCILMEMBER (*If one is assigned*)
15. COMMENTS OF THE CHAIR
16. COMMENTS OF THE COMMISSION
17. ADJOURNMENT/ NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY, AUGUST 14, 2018 at 6:00 p.m. in the City Hall Cowles Council Chambers located at 491 E. Pioneer Ave, Homer, Alaska.

Session 18-03 a Regular Meeting of the Economic Development Advisory Commission was called to order by Chair Karin Marks at 6:05 p.m. on April 10, 2018 at the Cowles Council Chambers, City Hall located at 491 E. Pioneer Avenue, Homer, Alaska and opened with the Pledge of Allegiance.

PRESENT: COMMISSIONERS GUSTAFSON, MARKS, BROWN, AREVALO
COUNCILMEMBER SMITH
STUDENT REPRESENTATIVE GROVES

ABSENT: COMMISSIONERS RICHARDSON, SANSOM & EVANS (EXCUSED)

STAFF: SPECIAL PROJECTS AND COMMUNICATION COORDINATOR CARROLL
DEPUTY CITY PLANNER ENGBRETSSEN
DEPUTY CITY CLERK KRAUSE

AGENDA APPROVAL

MARKS/GUSTAFSON MOVED TO AMEND THE AGENDA TO ADD CLARIFYING CITY REGULATORY BARRIERS UNDER PENDING BUSINESS ITEM A.

Commissioner Marks and Ms. Carroll explained that this was requested to be on the agenda at the March meeting and was inadvertently omitted. It is part of the Action Items that the commission was addressing from the results of the BR&E Survey.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Marks requested a motion to approve the agenda as amended.

GUSTAFSON/BROWN - SO MOVED.

There was no discussion.

VOTE. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

Dr. Marley, city resident, commented on the value to the community of a community/conference center and placement of such a facility at the entrance to Homer. He provided comparison of Sitka and their facility that provides a venue for a wide variety of events within the community and it would be beneficial for Homer to have something similar.

Chair Marks recommended Dr. Marley keep abreast of the discussion that will be upcoming on the HERC facility and advised him of the potential Task Force that will be created by Council. She was sure that the Task Force would find his suggestions informative.

There was a brief discussion on a community/conference center being on the city Capital Improvement Plan for a number of years.

Chair Marks thanked Dr. Marley for coming and speaking to the commission.

Council member Smith departed the meeting at 6:20 p.m.

RECONSIDERATION

APPROVAL OF MINUTES

A. Special Meeting Minutes for March 22, 2018

Chair Marks wanted to amend the minutes to define that the Corps of Engineers did a feasibility study **on the Port and Harbor and correct the spelling of the word “core” to “Corps”.**

The Commission agreed by consensus to the amendment to the minutes.

Chair Marks requested a motion to approve the minutes as amended.

GUSTAFSON/BROWN – SO MOVED.

There was no discussion.

VOTE. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

VISITORS

REPORTS

- A. Marine Trades Association Report
- B. Chamber Director Report

Commissioner Gustafson attended the Chamber of Commerce meeting and reported that results from the Winter King Derby were discussed. He reported the following:

- 33% of the participants have never been in the tournament
- a total of 1200 participated
- 75% of the participants were from other areas and 25% of those participants registered were from Homer.
- Most of the participants spent two –three nights in town.
- The payout total in cash and prizes was over \$170,000.

- **He noted that it was “slow” fishing as** only 100 or so fish that were caught compared to previous years where as many as 500 were caught.

C. Pioneer Avenue Task Force Report

Chair Marks reported on behalf of the Pioneer Avenue Task Force and provided a letter from the Task Force as a comment and recommendation of support for the creation of a master plan for a more vibrant, connected central commercial district and encouraged the Commission to implement Wayfinding Signage, benches, trash receptacles, continued development of new gardens, murals and possible gathering points.

Chair Marks further stated that the Task Force is in agreement that developing a plan will provide the framework necessary to **address “connectedness” of Homer as well as a Streetscape, which are defined** as public places where people engage in various activities including shopping, dining, working, strolling and living. Streetscape includes natural as well as built aspects often of small components that create a visual impact. Having the City invest in such an armature would allow reaching out for possible grants and involvement to accomplish an integrated Homer that brings the city together but still provides for the individuality of spaces and sections of the city that makes Homer so unique.

The Pioneer Avenue Task Force supports the Economic Development Advisory Commission submitting a recommendation to the City Council for funding the development of a streetscape plan.

D. Staff Report

Jenny Carroll, Special Projects and Communication Coordinator noted that there was no additional items to report for this meeting.

PUBLIC HEARINGS

PENDING BUSINESS

- A. Moving Forward with BR&E Action Items
 - Public-Private partnership to create a master plan for a more vibrant, connected central commercial district.
 - i. Wayfinding - Streetscape Project Proposal

Chair Marks reviewed the proposed idea of developing a wayfinding and streetscape plan for Homer and the historical process to get to this point. She used as an example with the improvements over the last several years on the Homer Spit and in Old Town with installation of the boardwalk, banners, etc.

Commissioner Gustafson commented on the differences of Homer developing compared to other communities in Alaska.

Deputy City Planner Engebretsen stated that Homer is auto-centric, while Seward was developed over 100 years ago so was established in a more compact design. She mentioned Sitka, Palmer, and Soldotna using cohesive signage for vehicles and pedestrians so everyone knows where they are and **can get from point A to point B and that is some of Homer’s problem being so spread out as it is. Stating** that in urban planning you normally do not see a main route over a mile. In most communities they

have signage that states “You are Here,” and identifies the important points, Ms. Engebretsen providing the example of someone at Ulmer’s wanting to go to the Museum. That is a bit of a hike especially if you have someone in your party that may have a disability of some kind.

Student Commissioner Groves provided his experiences when moving to Homer explaining how inconvenient it is getting around town when you are a new resident or just visiting. Signage would have been nice to show how to get around town. The map that is distributed in the spring **in the paper doesn’t** provide the distances between things. It is very misleading.

Chair Marks stated that this is just an example and requested input from the commission and commented on the need of replacement of the current banners the city has and planting the flowers and actually grew the annuals that were planted each year until recently. It was her understanding that would probably be changing and hence including a plant list in the plan.

Chair Marks noted the items that the Pioneer Avenue Task Force recommended be included in the plan.

Ms. Engebretsen clarified what the Wayfinding and Streetscape plan would cover such as little rest stops, colors to use and where a Trolley Stop may be; she also noted that Homer has never had Welcome to Homer signage; she commented on the signage that Soldotna had such as neighborhood designation signage or street signage; and explained pedestrian signage versus vehicle signage.

Chair Marks commented that she is more interested in signage focused on pedestrian connection.

Commissioner Gustafson requested clarification on parking/signage for recreational vehicles.

Ms. Carroll responded regarding the regulatory signage and parking locations for the recreational vehicles during the season. It was noted that this signage is still valid and standing.

Commissioner Brown brought focus on the statement included in the staff memorandum providing background information on the Homer Wayfinding and Streetscape Project. She objected to the sentence in the memorandum that the most mentioned idea was to improve the business climate and quality of life by having a pedestrian accessible town with trail connected business districts.

A lengthy discussion ensued covering a variety of points including but not solely focused on the following:

- The cost to develop a plan \$25,000 - \$40,000
- Negative complaints
- Non-profit versus for-profit businesses
- What are they going to get with this plan
- The information was pulled from the survey results on quality of life and improve business
- Cost of plans range for example
 - o Soldotna 2 yrs ago \$45,000 – Downtown Improvement Plan
 - o Palmer \$35,000
 - o Juneau \$75,000
- Project includes more than banners, signage, benches, etc.
- Continue to work on items piece by piece
- Streetscaping and Wayfinding is a basic structure that most tourism based communities have

- Funding possibilities to develop and enact the plan recommendations
- Requires the expertise that is not available locally
- Cost is based on a few variables such as what will the plan address, number of public meetings, consultant trips to Homer
- There is no State involvement or requirements
- It is the commission's decision on if a plan would assist in economic development for the city, determine what the commission wants to include in the project
- Use the local creativity for the design – contests will require advertising, judging, etc.
- The memorandum is directed to the Commission from Staff
- The City of Homer has no standards regarding benches, trash cans, banners – there are requirements such as legibility, ADA compliance, the expertise is not available locally or in house, i.e. employees.
- Availability of grants or outside funding

Chair Marks and Commissioner Arevalo will review and draft specifics of the plan for the commission to review at the May meeting with Deputy City Planner Engebretsen. Commissioner Brown requested information regarding funding options such as grants.

Chair Marks requested commissioners to review the draft plan included in the packet and submit recommendations or questions by or for the next meeting in May. She expected the same questions from City Council.

Ms. Carroll requested the commissioners to come back with three specific aspects of a streetscape wayfinding plan that they feel brings about economic development. She further noted that the intent of the plan is not to get grants but to assist in that endeavor. The plan is for economic development via wayfinding, beautifying, and creating a more vibrant economic district for Homer and hopefully connecting it to the other economic districts in Homer. That is the purpose of the plan. She requested the commissioners to each bring something back for staff to work on.

Commissioner Gustafson commented on having the Town Center Plan and what is the scope of this plan and how do they limit a plan like this as he believed that the city needed to tie the different districts together while still dealing with the issues with the actual streets. He further noted that he would be curious how they would do this since Homer does not have that and in fact some areas are requiring more help than others. Having the plan from Soldotna really helps but having some mockups or examples of what Homer may have would be great.

Commissioner Brown believed it was the “scope” and she is not clear on that issue on what do they need. She noted that there is a signage welcoming people to Homer referring to the Baycrest sign and the sign at Pioneer Avenue.

Chair Marks reiterated what Ms. Carroll requested and what she has added to the discussion previously. She stated that is what the commissioners individually want or would like to see in the plan.

Commissioner Gustafson agreed with Chair Marks.

Deputy City Planner Engebretsen reiterated the connectedness desired for pedestrian traffic and that they do not have a way to let someone know that if they are here on one trail how would they get to another part of town. If the Commission wants to include vehicles then that is another aspect and a whole lot more money.

Commissioner Gustafson wanted to have the information on for example does the state remove their signage or do they add additional signs.

Discussion ensued on the attempt to bring more traffic to Pioneer Avenue and it has not worked. A question to ask is, “What type or signage does the City of Homer require?” Ms. Engebretsen provided the example using cruise ship visitors and the Trolley, while a private business, in other cities in the Lower 48 they have a map and schedule and a “You are here.”

Further points made would be to look at vehicle signage since many visitors to Homer include visitors from other parts of Alaska. While gearing towards pedestrians, there should be some signage for vehicles.

There was no further discussion.

B. Clarifying the Regulatory Barriers to Business

Chair Marks inquired if anyone listened to the Council meeting and noted that Councilmembers Smith and Erickson were working on revamping the Lease Policy. At the last meeting Commissioner Brown had an interest to look into this issue.

Commissioner Brown reported that she visited informally business owners in town and on the Spit the anti-business feeling and a lot of the comments mirrored what was shown in the survey but none of those business owners filled out the survey.

Commissioner Brown spoke to between 10-12 businesses. She advocated for the commission to visit businesses and that they would get an earful.

Further discussion included the following points:

- Approaching business owners to get input as a commissioner
- Varied perspectives leads to a disconnect and discontent
- Ombudsman
- Cannot fix it all or pick up all the pieces especially if there is no participation or providing vague answers
- Perception on some requirements and anger or discontent is leveled at the easy target this being the city
- Not unique to Homer
- Non-profit versus for profit
 - o Competition
 - o Funding or revenue streams
 - o Provide services that private industry does not provide
 - o Bring lots of economic activity
- Government role
- Developing outreach to create understanding throughout the community

Developing actions items to address these concerns is a daunting task but it is hoped to see some patterns that will bring about some tangible processes that could be developed to remedy some of these issues or ideologies. It is great to reach out but they did receive some great input from the BR & E and need to continue with that.

NEW BUSINESS

INFORMATIONAL ITEMS

- A. **City Manager's Report March 27th Meeting**
- B. Commissioner Attendance at City Council Meetings

Chair Marks noted that she attended the April 9th meeting and did not believe there was anything to report to Council for the April 23rd meeting from this meeting and that they will be meeting before the May 14th Council meeting and someone could volunteer at that time.

COMMENTS OF THE AUDIENCE

COMMENTS OF CITY STAFF

Ms. Carroll had no further comments.

Deputy City Clerk Krause commented that it was an interesting meeting and very informative as she is a business owner, a public employee for 11 years and on the board of a non-profit so it was very interesting to hear the information provided on non-profit versus for profit businesses.

COMMENTS OF THE COUNCILMEMBER

COMMENTS OF THE CHAIR

Chair Marks had not further comments.

COMMENTS OF THE COMMISSION

Student Representative Groves confirmed that his last meeting will be May 8, 2018 but had no further comments.

Commissioner Gustafson and Brown had no additional comments.

Commissioner Arevalo commented this meeting has given her a lot to think on, she has written down her homework and hopefully she can bring a lot more bright ideas to the next meeting.

ADJOURN

There being no further business to come before the Commission the meeting adjourned at 8:22 p.m. The NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY, MAY 8, 2018 at 6:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

RENEE KRAUSE, CMC, DEPUTY CITY CLERK

Approved: _____



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: Economic Development Advisory Commission
FROM: Jenny Carroll, Special Projects & Communications Coordinator
DATE: June 6, 2018
SUBJECT: June 12 EDC meeting agenda items

A. WAYFINDING AND STREETSCAPE PROJECT PROPOSAL

- Discussion at the last EDC meeting indicated that the EDC may not be supportive of a Wayfinding-Streetscape Plan proposal. In order to move forward with this agenda item, it is important to understand **the EDC's interest in** either furthering or shelving the Wayfinding/Streetscape Plan proposal.

VIABILITY OF THE IDEA

The Chair will request a motion to:

Authorize the EDC and support staff to move forward with developing a Wayfinding/Streetscape Plan proposal to present to City Council for funding consideration. The long-term goals of the plan are:

- 1) A vibrant downtown corridor that can better support commercial, cultural and creative activities;
- 2) Strategic City utilization of landmarks, City signage, pathways and streetscape elements to help visitors and residents more easily navigate and more fully experience Homer.

If the EDC decides to move ahead with the plan proposal, **it's important to provide City staff** with parameters so they can effectively help the EDC prepare the proposal.

SCOPE

The Chair will entertain motions to define the scope of the proposed wayfinding-streetscape plan. The plan can include a focus on any, all or a combination of the following:

Plan emphasis on:

- 1) Pedestrians
- 2) Vehicles
- 3) Minimizing visual clutter and redundancy in signs while communicating clear, friendly and integrated messaging

Wayfinding:

- 1) Navigating along Pioneer Avenue and to points of interest within the Central Business District;
- 2) **Orientation wayfinding at Homer's gateways (Pioneer Dock; Baycrest wayside; airport, etc);**
- 3) Making connections between City destination districts (Homer Spit, Old Town, etc.)
- 4) City-wide wayfinding plan

Streetscape elements:

- 1) Accessibility
- 2) Banners
- 3) Bicycle amenities
- 4) Landscaping elements (plant lists, use of gardens, vegetation)
- 5) Pedestrian rest stops – bench locations, covered, not/ for rest, for view?
- 6) Trash cans

Cost to produce the plan will vary depending upon the scope of the project. The range could be anywhere from \$25,000 to \$40,000 as discussed at the last EDC meeting.

If the goal is a more attractive Pioneer Avenue streetscape and the Commission decides not to move forward with the Wayfinding and Streetscape plan proposal, is there a way to move this idea forward?

Background information

At the last EDC meeting, Commissioners asked if other plans already developed for Homer might contain elements for or inform the proposed Wayfinding/Streetscape plan. Two plans that *may* be relevant are:

Town Center Development Plan. The Town Center Development Plan deals with developing a very specific area of land and can be found at:

<https://www.cityofhomer-ak.gov/planning/town-center-development-plan-2006>;

Non-Motorized Trail and Transportation Plan. The Non-Motorized Trail and Transportation Plan addresses connectivity and pedestrian safety throughout Homer and can be found at:

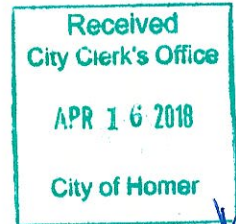
<https://www.cityofhomer-ak.gov/planning/homer-area-transportation-plan-2005>

B. CITY REGULATORY BARRIERS IDENTIFIED IN THE B R& E SURVEY

- For several weeks the EDC has contemplated how to move forward with another short term action item: advising on City regulatory barriers identified in the BR&E survey.

HOW TO MOVE FORWARD

Chair Marks will entertain motions for specific ways to move forward with this action item, for instance making a motion for a Commissioner to return to the EDC at a later date with specific proposal(s) for working on the action item, or, a motion to schedule an EDC worksession with the Planning Department to become familiar with zoning, codes and/ or the permitting process.



Our Mission: To support our membership through cooperative economic development and community service.

April 11, 2018

City of Homer
Economic Development Commission
491 E Pioneer Ave

Dear Commissioners;

The Homer Chamber of Commerce & Visitor Center's mission is: To support our membership through cooperative economic development and community service. Our 498 active members rely on the Chamber to support enhancement of the economic sector and bettering the business viability in our community. We appreciate the time and effort the Commission took to create the Business Retention and Expansion Survey and after careful review of the completed survey we acknowledge the connectivity of Homer is an area of needed improvement.

As a Chamber we continue to build our information infrastructure with careful review and analytics of how our information is delivered to consumers. We see value in increasing our own informational technologies and we are embarking on a subcommittee to explore enhancements to our current technology.

As with technology it is important to continue to make improvements to our visibility, accessibility and signage. Currently we provide signage and volunteer hosts during days cruise ships at port. Even with our guest hosts at bus stops we find that visitors do get lost or disoriented. Independent and RV travelers find it difficult to navigate Homer due to lack of signage. Continuing to improve on the walkability of Homer and access to all it offers would be a logical area of discussion within the EDC.

All our visitors would benefit from wayfaring signage and benches at some of the city-designated trolley spots if funding were made available.

Thank you,


Debbie Speakman
Executive Director

From: [Jennifer Carroll](#)
To: [Renee Krause](#)
Subject: FW: Homer Library Input for the EDC Wayfinding Project
Date: Wednesday, May 16, 2018 1:05:48 PM

From: Jennifer Carroll
Sent: Wednesday, May 16, 2018 1:04 PM
To: Ann Dixon <adixon@ci.homer.ak.us>
Subject: RE: Homer Library Input for the EDC Wayfinding Project

Thank you Ann.

I will forward this to the clerks for inclusion in our next meeting's packet.

Jenny

Jenny Carroll
Special Projects and Communications Coordinator
City of Homer
491 East Pioneer Avenue
Homer, AK 99603
907-235-8121 ext 2246

From: Ann Dixon
Sent: Wednesday, May 16, 2018 1:02 PM
To: Jennifer Carroll <JCarroll@ci.homer.ak.us>
Subject: Homer Library Input for the EDC Wayfinding Project

Jenny,

I was interested to hear about the Economic Development Commission's Wayfinding project and would like to make some comments from the Library's perspective.

Visitors to Homer frequently ask us for directions, especially during the summer and especially on cruise ship days. Many visitors are on foot so it's always a dilemma whether to give them the street directions, which are usually the simplest to explain but not necessarily the most pleasant for walking, or trail directions, which are more enjoyable for walking but harder to find. We have maps but without directional signage on the ground, those can be confusing.

We've discussed having signage on library property to orient people toward their destinations, such as Pioneer Avenue, Islands and Ocean, Pratt Museum, the Spit, Bishop's Beach/Old Town, etc. We'd love to be part of a city-wide project to plan and implement wayfinding aids, rather than the Library making up its own. It would be great if the Library could be included in signage from other parts of town, as well, to assist

visitors in finding us and enjoying the trails on library property.

I hope we can be part of the Wayfinding project as you move forward. I'm happy to provide information, letters of support, or whatever else may be helpful to develop this effort.

Ann

Ann Dixon, Director | Homer Public Library
500 Hazel Avenue | Homer, AK 99603
907-435-3151 | adixon@ci.homer.ak.us
<http://www.cityofhomer-ak.gov/library>
Facebook: Homer Public Library
Twitter: homerlibraryak

Notice: Emails to and from this address are subject to disclosure under the Alaska public records law



PRATT
m u s e u m

homer society of
natural history, inc.

May 2, 2018

Economic Development Advisory Commission
City of Homer
ATTN: Karin Marks, Chair

Dear Homer Economic Advisory Commission (EDC):

The Homer Society of Natural History, Inc. DBA Pratt Museum supports the Economic Development Advisory Commission's efforts to request City approval for an integrated "Streetscape" or wayfinding plan. Similar plans in other Alaskan communities have served to make visitor centers and shopping opportunities more visually accessible to out-of-town visitors, which benefits our local businesses and organizations. A wayfinding plan would, from the perspective of these visitors, unify the "centers" of Pioneer Avenue, Old Town, and the Spit. Once the initial design framework has been created, participating businesses and organizations would be able to seek grant funding to participate in creating and placing benches, site signs, and public gathering spots.

One local network championing this project is the Pioneer Avenue Revitalization Taskforce (PART). PART has been working for several years as a group of volunteers representing a broad spectrum of the Homer community. This team of volunteers is comprised not just of businesses and nonprofits located along Pioneer; they are businesses, nonprofits, and associations from throughout the community who recognize that Pioneer Avenue is both an historical part of Homer and one of Homer's vibrant commercial/retail centers.

The Pratt Museum operates within the Pioneer Avenue corridor and participates in the Pioneer Avenue Revitalization efforts. While the Museum is well-marked on local maps and tourist flyers, the museum gets very little drive-by business. Visitors need to be guided to the Pioneer business center in order to find us. Those who do visit the Museum not only learn about the history, ecology, and cultural components of the area, they are encouraged to visit other local businesses for shopping, dining, and adventure travel. If the City of Homer invests in a wayfinding design framework, the Pratt Museum anticipates utilizing the framework when installing new signage on the Museum grounds.

Sincerely,

Laurie K. Stuart
Executive Director
907-435-3333
director@prattmuseum.org

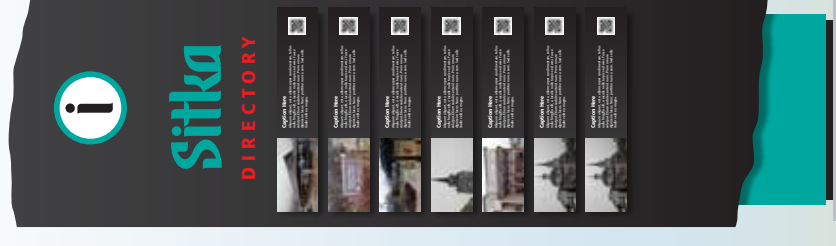


2'-5"

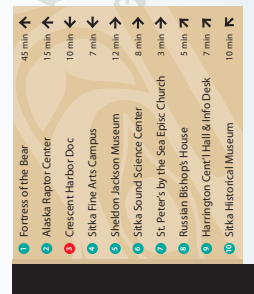
8'-10"



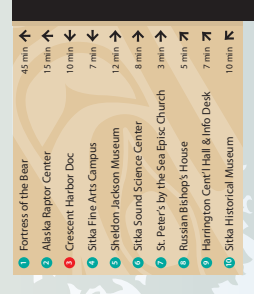
Side A View



Side C View



Side B View



Side C View



Side D View



Side A View



Side D View

Information Kiosk

Pedestrian Guide

Destination Marker

Placemaking

This is the process of creating attractive streetscapes, gateways, squares, precincts, parks, public art, and trails that will attract people because they are pleasurable, enticing or interesting. The brand planning process revealed several areas in which the attractiveness of Sitka can be improved for both residents and visitors. These include:

- Support the introduction of more public art in Sitka, particularly where it supports the themes of the brand.
- Encourage the development of a compact pedestrian precinct that can function as a gathering place. This should feature restaurants with outdoor seating, coffee shops, specialty retail and entertainment that will be a gathering place for residents and generate a sense of night activity.

Pedestrian Signage and Wayfinding: Signage systems serve vital roles. They inform, guide, and motivate travelers. They are also important in shaping the identity of a place through their style, design, colors, lettering, content and placement. Good signage can contribute significantly toward the satisfaction of visitors. The current wayfinding program will contribute significantly to the presentation of Sitka. Signs play an important role in encouraging people to spend money by effectively guiding them to desired locations.

Interpretation: This practice is aimed at explaining to visitors the significance of an object, a culture or a place – thereby possibly creating an attraction. Three objectives of interpretation are to enhance visitor experiences, to improve visitor knowledge or understanding, and to assist in the protection or conservation of places or cultural resources. It is most commonly used to refer to activities such as guided tours or walks and educational presentations, and to signs, mobile apps, guidebooks and brochures. Interpretation is very common in historic sites, museums, galleries, zoos, and natural areas of significance, as well as in telling the stories of communities. At its best it involves talented storytelling and content that visitors will find memorable, stimulating and worth telling to others.

Encourage thematic interpretation throughout the region, especially for sites of significant natural flora and fauna, settlement and fishing heritage. The signage and information systems used should be uniform throughout the region.

**City of Palmer
Action Memorandum No. 18-009**

Subject: Accepting the Wayfinding Report and Committee Input

Agenda of: January 23, 2018

Council Action: **Approved** **Amended:** _____
 Defeated

Originator Information:

Originator: City Manager

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
<u>X</u>	Finance	<u><i>[Signature]</i></u>	<u>1/4/18</u>
_____	Fire	_____	_____
_____	Police	_____	_____
<u>√</u>	Public Works	<u><i>[Signature]</i></u>	<u>12/26/17</u>

Approved for Presentation By:

	Signature:	Remarks:
City Manager	<u><i>[Signature]</i></u>	_____
City Attorney	<u><i>[Signature]</i></u>	_____
City Clerk	<u><i>[Signature]</i></u>	_____

Certification of Funds:

Total amount of funds listed in this legislation: \$ 0.00

This legislation (√):

- Creates revenue in the amount of: \$ _____
- Creates expenditure in the amount of: \$ _____
- Creates a saving in the amount of: \$ _____
- Has no fiscal impact

Funds are (√):

- Budgeted Line item(s): _____
- Not budgeted

Director of Finance Signature: *[Signature]*

Attachment(s):

- PRCRAB Resolution No. 17-004
- SDG Wayfinding Project Report
- Sign Families Options A & B
- Recommended Signage

Summary Statement/Background:

This action seeks to adopt the Wayfinding Committee's recommended design for wayfinding signs for the City of Palmer.

After taking community input and suggestions, and in working closely with Sustainable Design Group (SDG), the City Council Appointed Wayfinding Committee and the PRCRAB, over several meetings and design reviews, seeks the Council's approval of their recommended wayfinding sign design.

The contractor provided 2 design recommendations and the committee recommended a third option that combined elements of the 2 recommendations.

The PRCRAB confirmed the 3rd recommended wayfinding sign design, as presented to them on Oct 5, 2017 and supports the Wayfinding Committees recommendation to the City Council.

If approved, public works will proceed with initial sign procurement for city owned assets (parks and buildings), additional signs will be prioritized for future funding. The Alaska Department of Transportation will also use the approved wayfinding design for signs as part of the Glenn Highway Expansion project.

Administration's Recommendation:

To approve Action Memorandum No. 18-009 accepting the Wayfinding report and Committee input and directing the City Manager to utilize the report and provide a fourth design from staff for consideration.

CITY OF PALMER
PARKS, RECREATION & CULTURAL RESOURCES ADVISORY BOARD
Resolution No. 17-004

**A Resolution of the Parks, Recreation & Cultural Resources Advisory Board
Supporting the Recommendations of the Wayfinding Committee**

WHEREAS, the way people orient themselves in physical space and navigate from place to place is improved by wayfinding signs; and

WHEREAS, on September 27, 2016, the City Council authorized the City Manager to enter into a contract with Sustainable Design Group (SDG) to produce the Palmer Wayfinding Signage guide; and

WHEREAS, the City and SDG held a community Open House on January 25, 2017 to gather input from members of the community on their concept of the value of good signage, sign priorities, transit preferences, areas where signs currently function well, areas where signs need improvement, and to identify favorite and frequently visited locations; and

WHEREAS, on February 2, 2017, the City Council appointed five members of the community to serve on the Wayfinding Committee; and

WHEREAS, the Wayfinding Committee met with representatives of SDG on April 5, 2017 to review an analysis of comments made by the community at the January Open House and the preliminary work done by the consultants on potential sign locations; and

WHEREAS, the Wayfinding Committee ranked design Option B higher than design Option A and recommended that a revised Option B be forwarded to the city Council, and

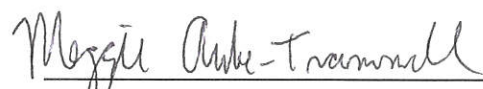
WHEREAS, the Board reviewed the revised Option B being recommended by the Wayfinding Committee on October 5, 2017,

NOW THEREFORE, BE IT RESOLVED that the Parks, Recreation & Cultural Resources Advisory Board supports the recommendation of the Wayfinding Committee.

Passed and approved by the Parks, Recreation & Cultural Resources Advisory Board of Palmer, Alaska, this 5th day of October 2017.



Chris Nall, Director of Public Works



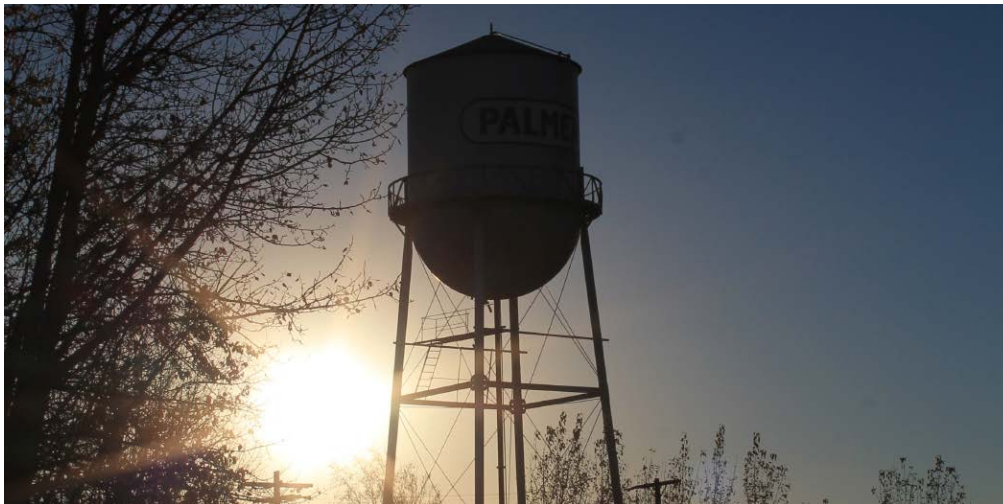
Meggie Aube-Trammell, Chair



City of Palmer Wayfinding Project



SDG is honored to have been involved in the Palmer Wayfinding Project. We appreciate the positive community impact and opportunities this project provides. Our research and findings, as well as project recommendations, are included in this report.



Project Introduction

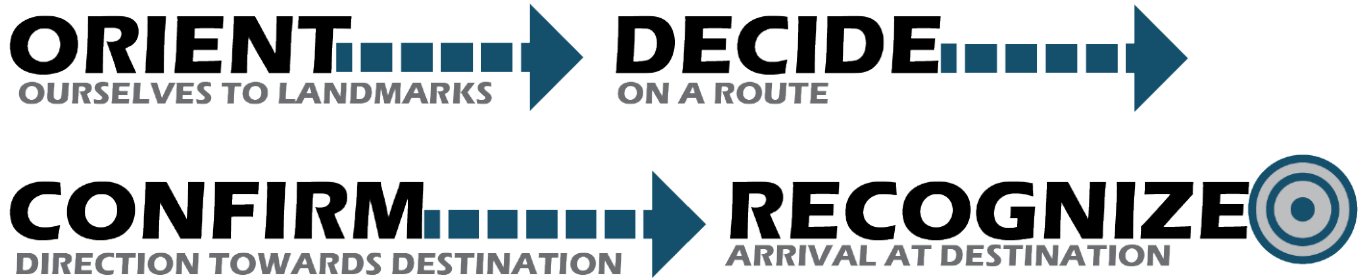
The City of Palmer recognized the need for an update to their current wayfinding system. Palmer needed a more dynamic set of signs to give directional aid throughout Palmer, responding to the local economy, activities, history, and culture. Responding to the City's Request for Proposal (RFP) that outlined the need for wayfinding, SDG proposed a program to assist reaching those goals.

Often wayfinding is misunderstood as a simple addition of signs, but wayfinding is much more than helping people determine where they are going. Wayfinding should respond to the needs of the City, residents and visitors. Identifying these needs is a critical component of wayfinding.

Municipalities are turning to a community-led effort to ensure the resulting project aligns with local needs and values. Using this model throughout the project, SDG was able to avoid inaccurate assumptions. Public input and a local steering committee provided significant insights that identified and justified specific community needs.



Wayfinding is defined as the way people orient themselves in physical space and navigate from place to place. Four key actions (route orientation, route decision, route confirmation and destination recognition) focused public comments and steering group activities towards achieving the project goals.



These actions were the framework SDG used to define the wayfinding needs for Palmer.

SCOPE OF WORK ANALYSIS

Information Gathering & Data Collection

Initially, SDG compiled available information about the City of Palmer and its current signage. This included past wayfinding activities the City of Palmer had undertaken several years ago. We supplemented our research with personal knowledge, interviews, previous work and experiences from living and working in Palmer on a daily basis.



Inventory & Assessments

Preliminary discussions and physical assessments of Palmer’s downtown informed what issues could be solved through wayfinding. In addition to defining the community signage needs, comparative research identified communities similar to Palmer that have addressed their wayfinding concerns in creative ways. Applications of these options were evaluated for suitability. Those with merit were noted and shared with the public and the steering committee.

In order to develop strategies that aid people’s movement and navigation, SDG worked diligently to gain resident and stakeholder insights. The team met with members of the public to gather first-hand experiences with navigational problems and to isolate perceptions. Destinations were targeted, routes were mapped, conflicts and issues were inventoried. Most importantly, the community participants characterized the sense of place that defines Palmer.



In addition, SDG identified community and user groups with specific signage needs. For example, a long-time Palmer resident would not need a sign to find the post office; nor would a tourist visiting Palmer for the day likely need to identify the local print shop. However, a family who has just moved to town may need to know where a variety of services are located. Likewise, visitors may need to know more about their chosen destination than resident services.

Other destinations are important to multiple groups. One community member commented that having “clear direction to the Borough building from all approaches is important since it is the seat of Borough government and will have visitors from all over the Matanuska-Susitna Valley.” Other comments included the need to identify safety destinations, such as the police station and urgent care locations. SDG began to see patterns developing for the downtown area and its adjacent surroundings.



Public Meeting, January 25, 2017

The first public meeting for wayfinding was held in the Palmer Depot. Attendees participated in seven activities across three stations that considered Palmer’s streets and intersections, pedestrian and traffic conflicts, typical routes and connectivity, and existing signage locations and style. In addition, attendees provided feedback about how they envision their community in the future. The overall goal of the public meeting was to gather Palmer’s sense of place. From the information and feedback provided, SDG acknowledged the importance of Palmer’s history, culture, and recreation. A group of secondary characteristics were also identified.



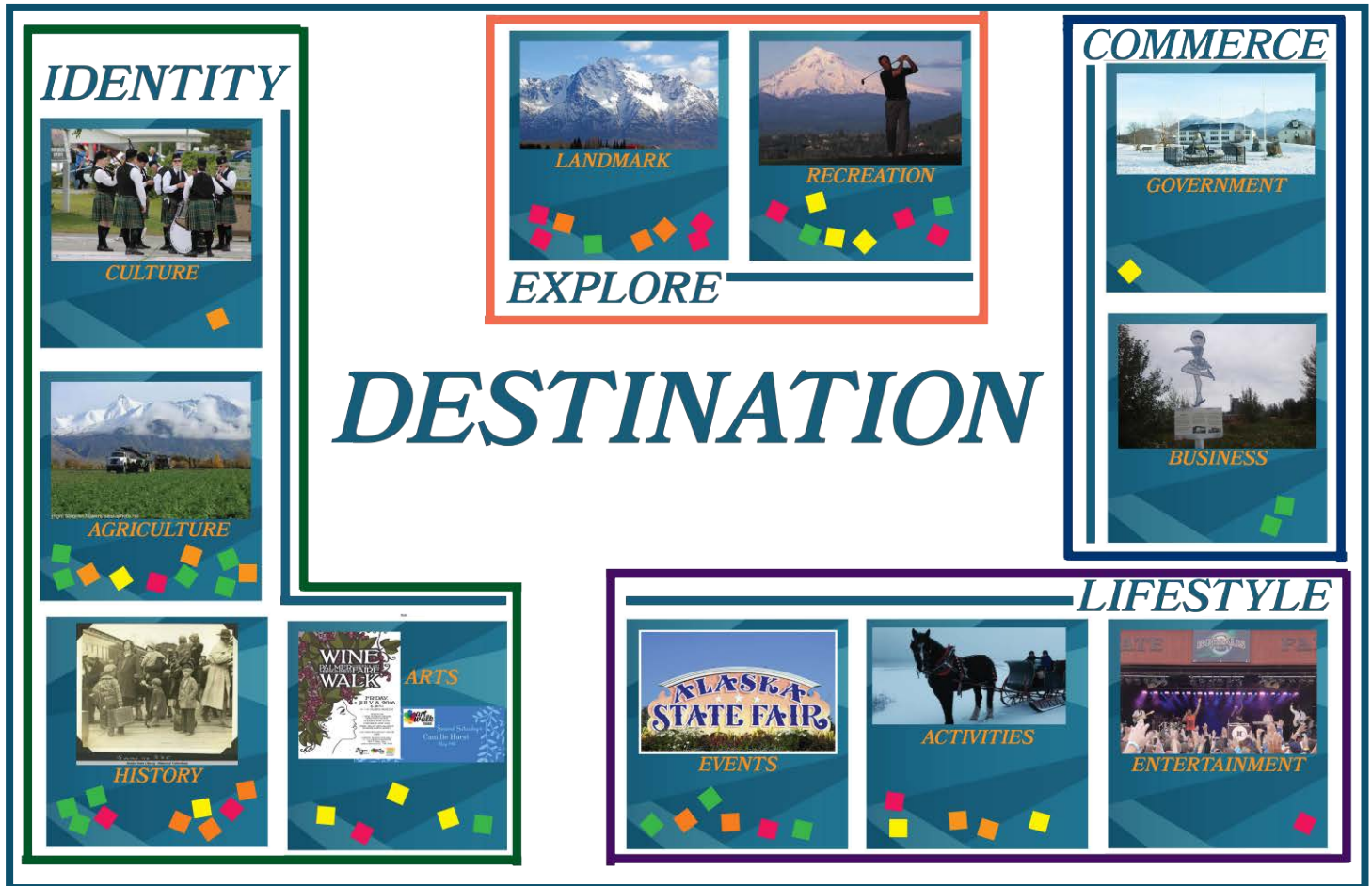
Twelve aspects of community

Course of Action Analysis

Public meeting participants were first asked to do a characterization activity, where they were presented with twelve aspects of a community. They were asked to pick five of the twelve aspects that they feel best define Palmer. Of the twelve, one aspect did not receive any votes: “Destination” was not selected by any attendees as a key aspect of Palmer.

The remaining eleven aspects were grouped into four categories based on their shared features. Landmarks and recreation became the Explore category. Government and business became the Commerce category. Events, activities, and entertainment became the Lifestyle category. Lastly Culture, agriculture, history, and the arts became the Identity category. Interestingly enough, these categories together become the aspects of a destination, which was the abandoned aspect from the initial activity.

These categories were each assigned a color to proceed through the rest of SDG’s investigations, as noted in the graphic pictured on the next page.



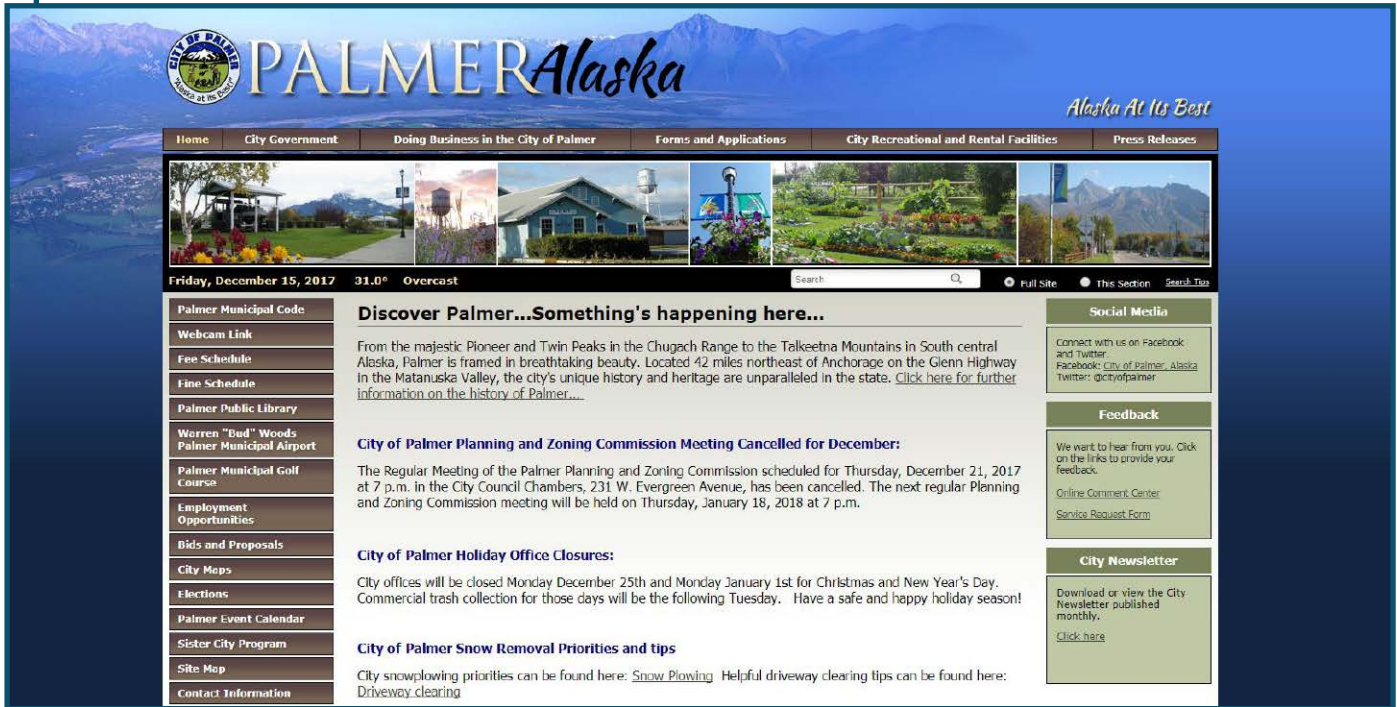
Twelve aspects of community, grouped to form an overall destination.

Participants identified Palmer’s best assets and greatest concerns, shared their favorite routes through town, identified conflict areas, noted destinations, and focused defining community characteristics that would direct wayfinding tasks. They mapped vehicular, walking and biking routes. Missing trail links, broken routes, missing connections, dangerous conflicts with people and cars, and impassible streets due to snow or ice were noted along these routes.

Participants were asked to envision the future—what would Palmer look like? How would demographics change? What was important to retain? What changes were important to embrace? Attracting tourism and expanding recreation were considered as part of experiencing Palmer. Routes to locations outside the city limits were noted and participants were asked to anticipate needs that visitors would have. Favorite locations for restaurants, events, views, and cultural/historical events and activities were noted, and participants voiced future needs, services needing expansion, future needs, and desired additions to downtown.



Participants shared their impressions of Palmer’s current website and social media platforms. Similar communities’ websites were presented for participants to review. Opinions and ideas were collected for ways to improve access to city information and to attract tourism. The City of Palmer website landing page details the history of the Palmer colony and upcoming city meetings. While this is valuable cultural information, many participants suggested a more interactive website that describes Palmer in terms of attractions and events.



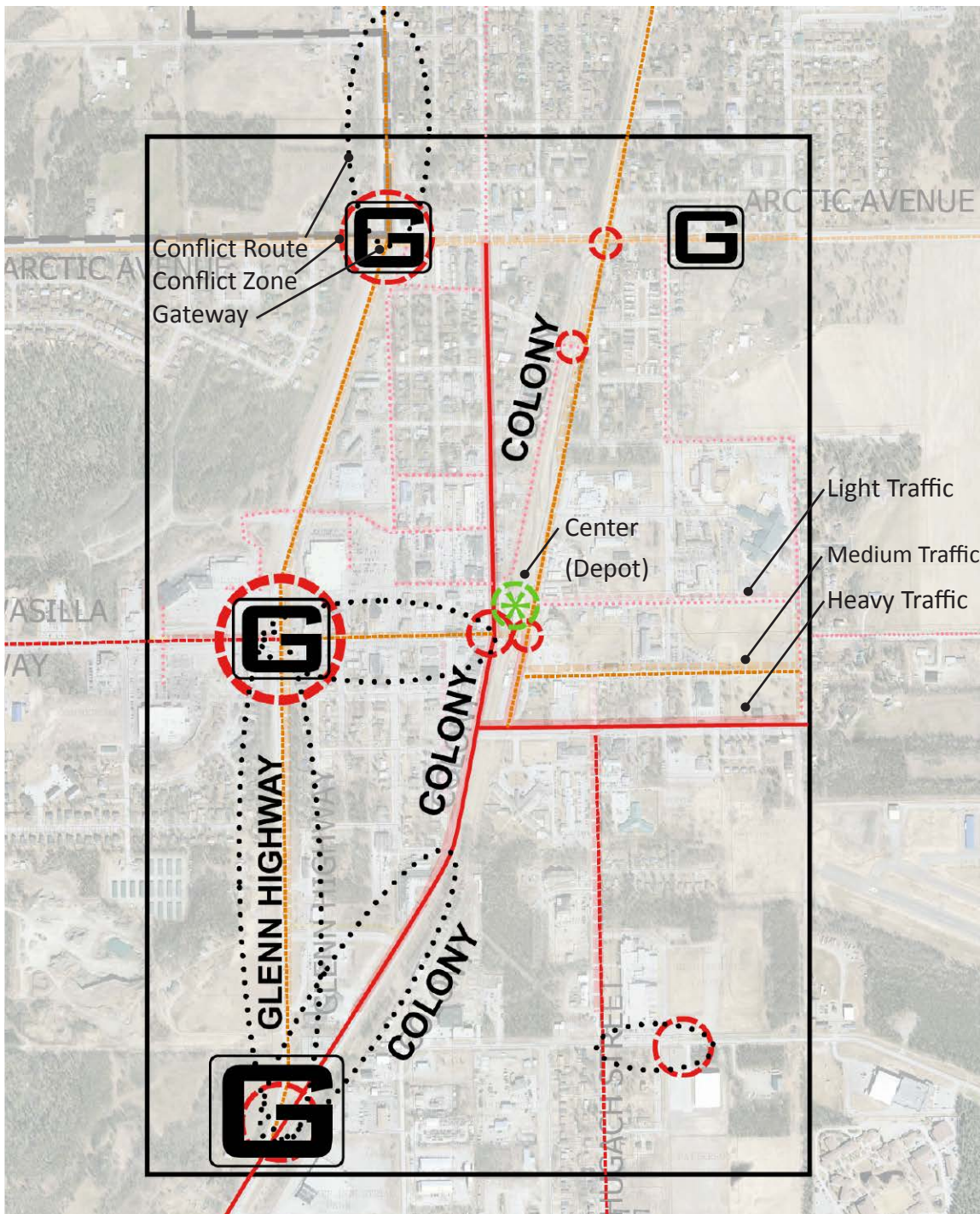
City of Palmer website landing page on December 15, 2017.

The public meeting provided essential insight for SDG to identify and consider:

- Community values and priorities
- Community characteristics and defining attributes
- Transit preferences
- Areas and destinations that function well
- Potential improvements
- Potential issues
- Favorite and frequent locations
- Needs and wishes for residents and tourists
- Potential services to expand or introduce



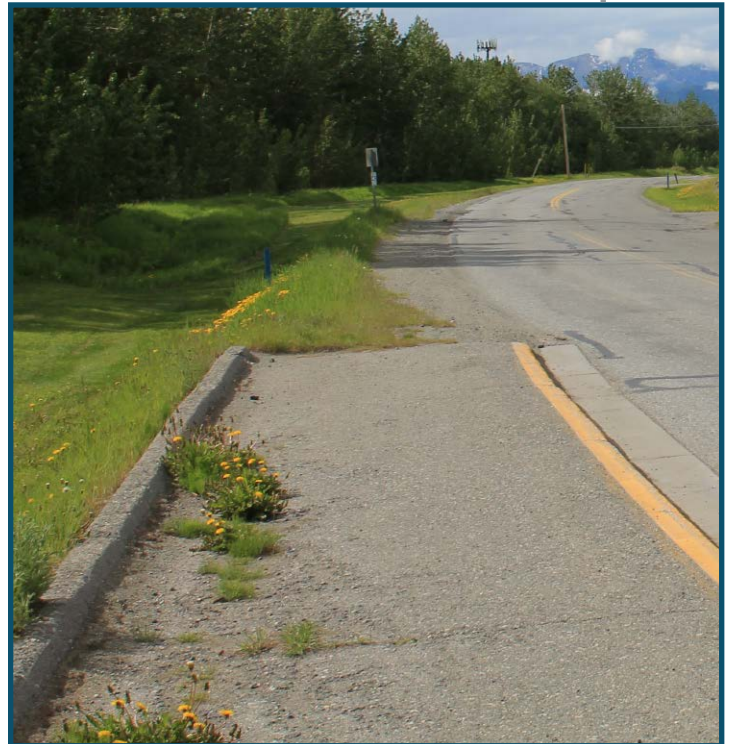
SDG performed an analysis of the existing signage and conditions in Palmer’s downtown core and surrounding areas. Using feedback from the public meeting and onsite observations, clear disparities emerged in the City of Palmer’s current signage. **The analysis of prominent destinations and locations noted that typical navigation patterns to those places provided little or no directional signage in any of the four (4) key wayfinding actions—route orientation, route decision, route confirmation and destination recognition.** Missing navigation signage was also noted as a safety issue for residents and visitors alike.



Conflict Analysis, May 2017. Graphics by SDG LLC.

Analysis of the most highly frequented vehicle, bicycle and pedestrian routes through Palmer revealed conflicts between these three modes of travel. Although walkability was a highly favored goal, vehicular traffic dominated route designs with wide streets, multilane intersections, and offset street connections. Limited connections, crossings, and signage for alternative transit routes leave bikers and pedestrians vulnerable to collisions with vehicles.

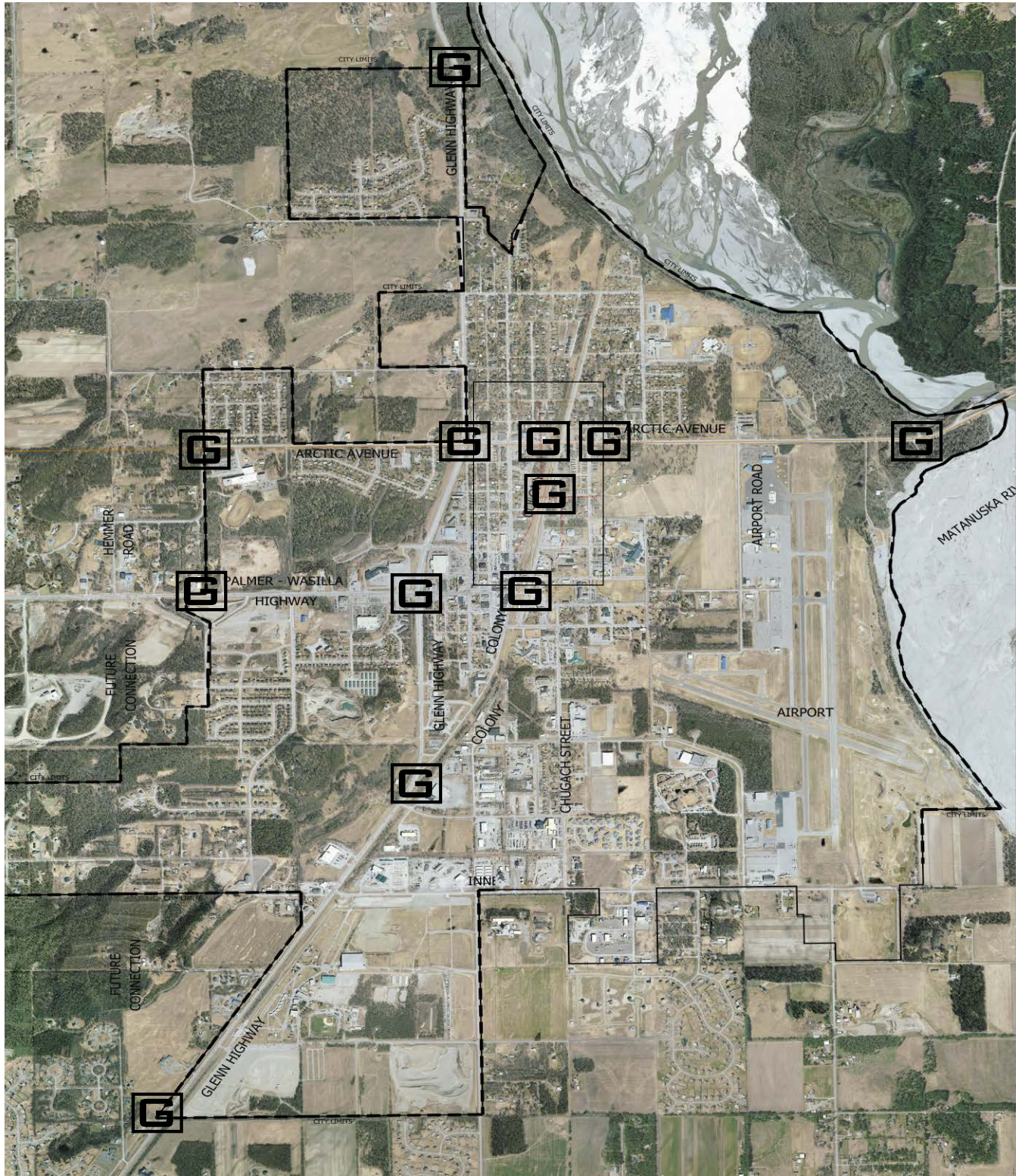
Similarly, frequent mid-street crossings and sporadic placement of pedestrian walkways are compounded by poor physical conditions of walkways, limited ADA routes, curbing that suddenly dead-ends, and excessively steep ramps that fail to connect starting points to destinations.



Examples of dead-end pedestrian routes. Photos by Taylor Berberich

In addition to navigation and safety, the local economy is limited by the lack of commercial-themed signage. Community members, tourists, and day visitors fail to notice local business areas, parking, and/or destinations due to lack of signage. Lack of wayfinding signage translates to reduced business and service opportunities.

These findings were presented to the Wayfinding Community Advisory Council (CAC), for feedback. Discussions and meeting activities confirmed SDG analysis and expanded community input as collected from the public meeting. SDG presented a preliminary signage and gateway locations map showing major routes entering the City of Palmer. Primary, secondary and tertiary gateways were identified by the CAC.



CAC members voted on Palmer's gateway locations, pictured here.

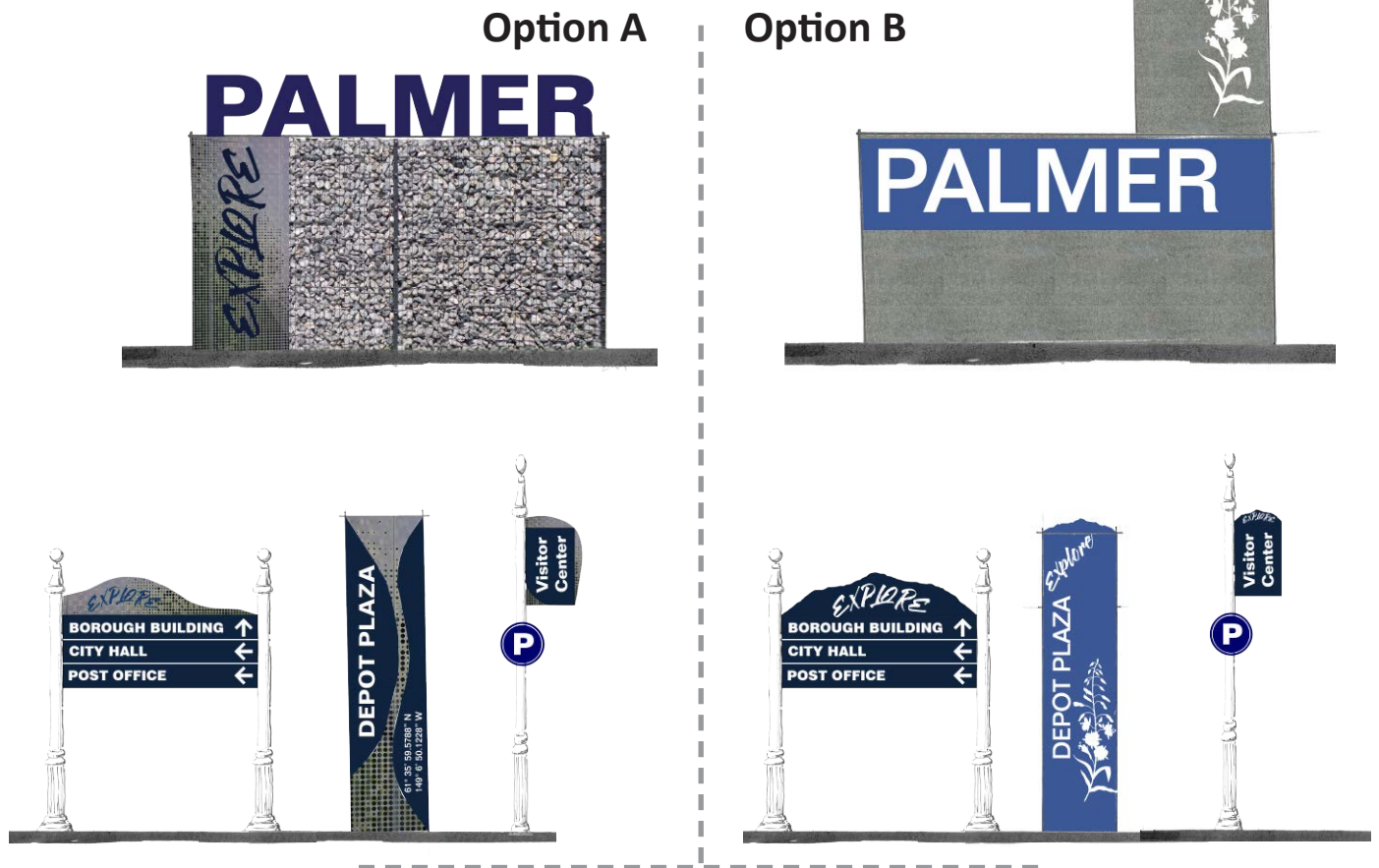


Signage Designs

Using the CAC feedback and recommendations, SDG compiled these findings into two sets of sign families. Each sign family included sign types appropriate for Palmer that would address the four key wayfinding actions; route orientation, route decision, route confirmation and destination recognition. Each family of signs was designed to support activities and needs for users to confidently make route choices and reach their destination.

Designs included primary and secondary gateway signage, directional signage, route confirmation, and informational kiosks. The two sign family designs provided different aesthetic options—one that was sleek and modern (Option A) and one with a more historical and traditional feel (Option B). Through a high-energy discussion noting desirable design elements of both families, the CAC felt that the traditional family (Option B) more closely represented the character of Palmer. They requested revisions that would incorporate pieces of Option A with Option B blending the two ideas into a cohesive final sign family.

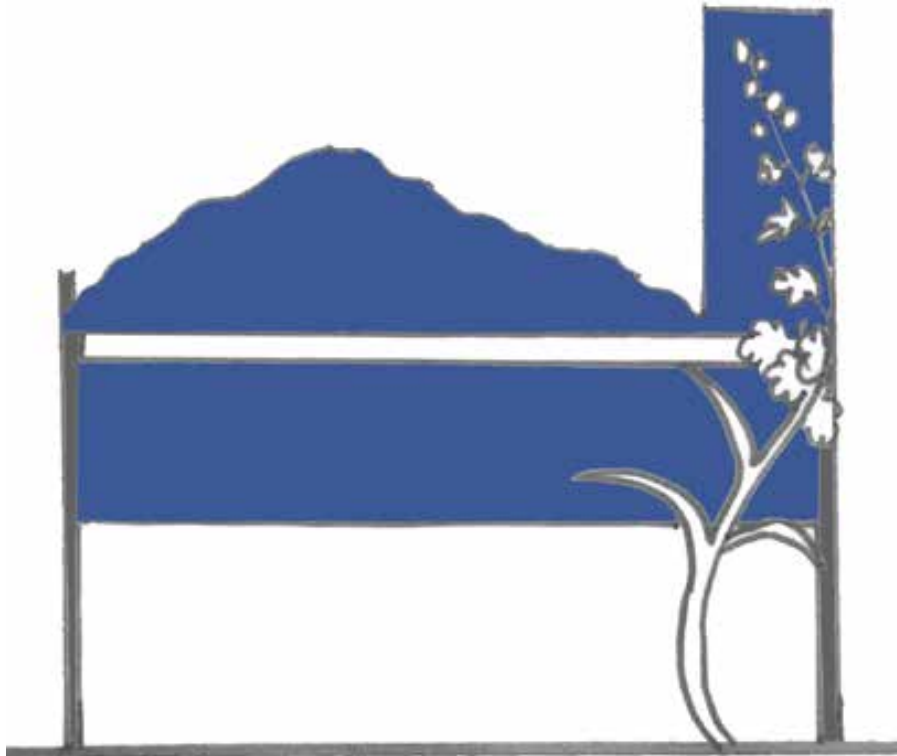
Samples of Signage Families





Signage Designs Revisions

The final designs were presented at the October 5th Parks, Recreation, and Cultural Resources Advisory Board meeting, where the board voted unanimously to send a recommendation to the City Council for approval of the Revised Option B sign family. As of November 2017, the project is waiting for approval by the City Council. Once approved, the final sign family and construction details will be prepared.



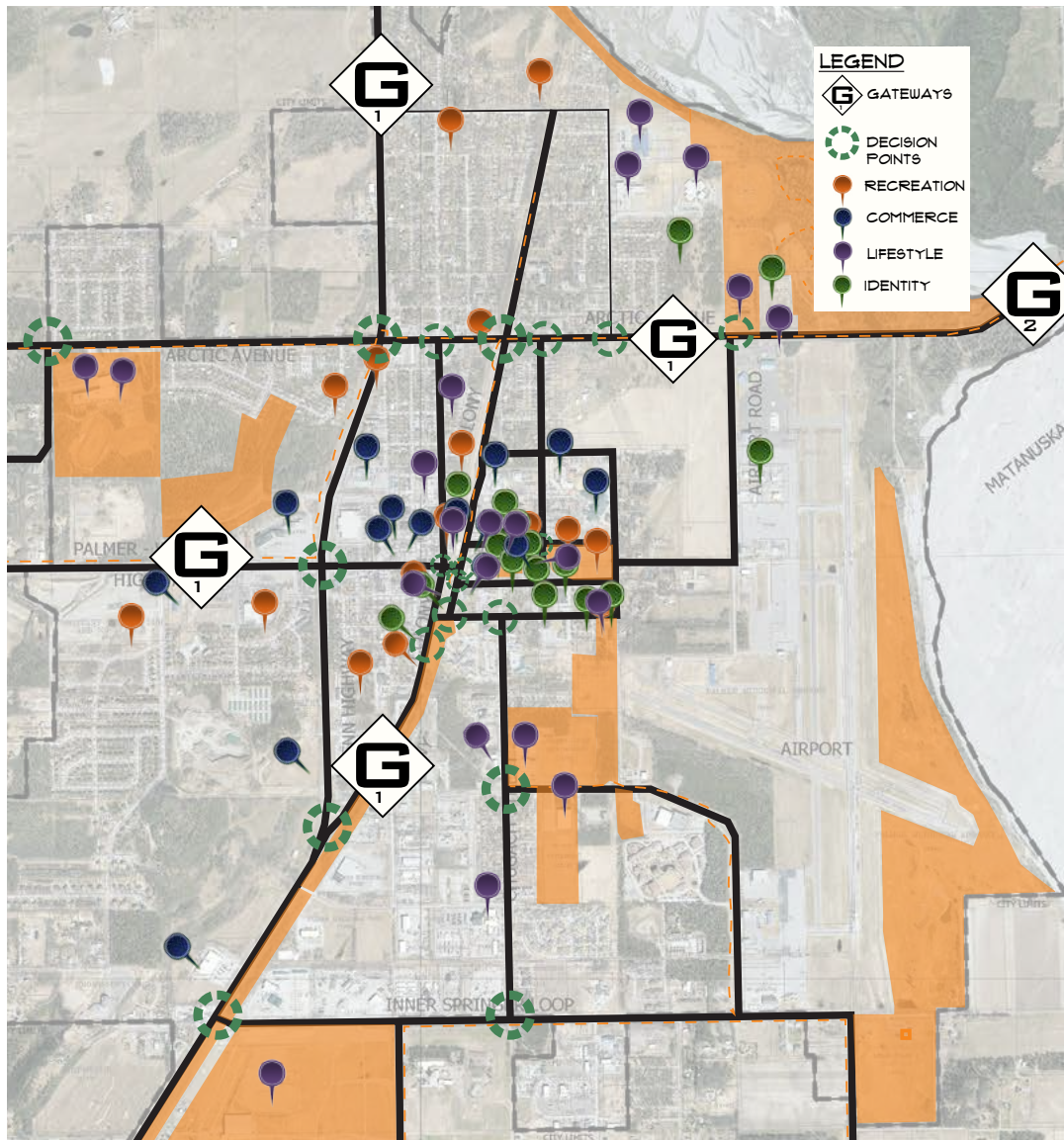
Refined signage designs based on CAC recommendations



Signage Placement Recommendations

While the sign design is a vital piece of this project, the placement of the signs is equally important. Using routes mapped from activities at the January public meeting, sign locations by type were identified for wayfinding based on vehicles, pedestrians and/or bikers. Locations noted for confusion, conflict, and/or safety were addressed to the fullest extent possible. Sign locations and designs were coordinated with ongoing local road upgrades.

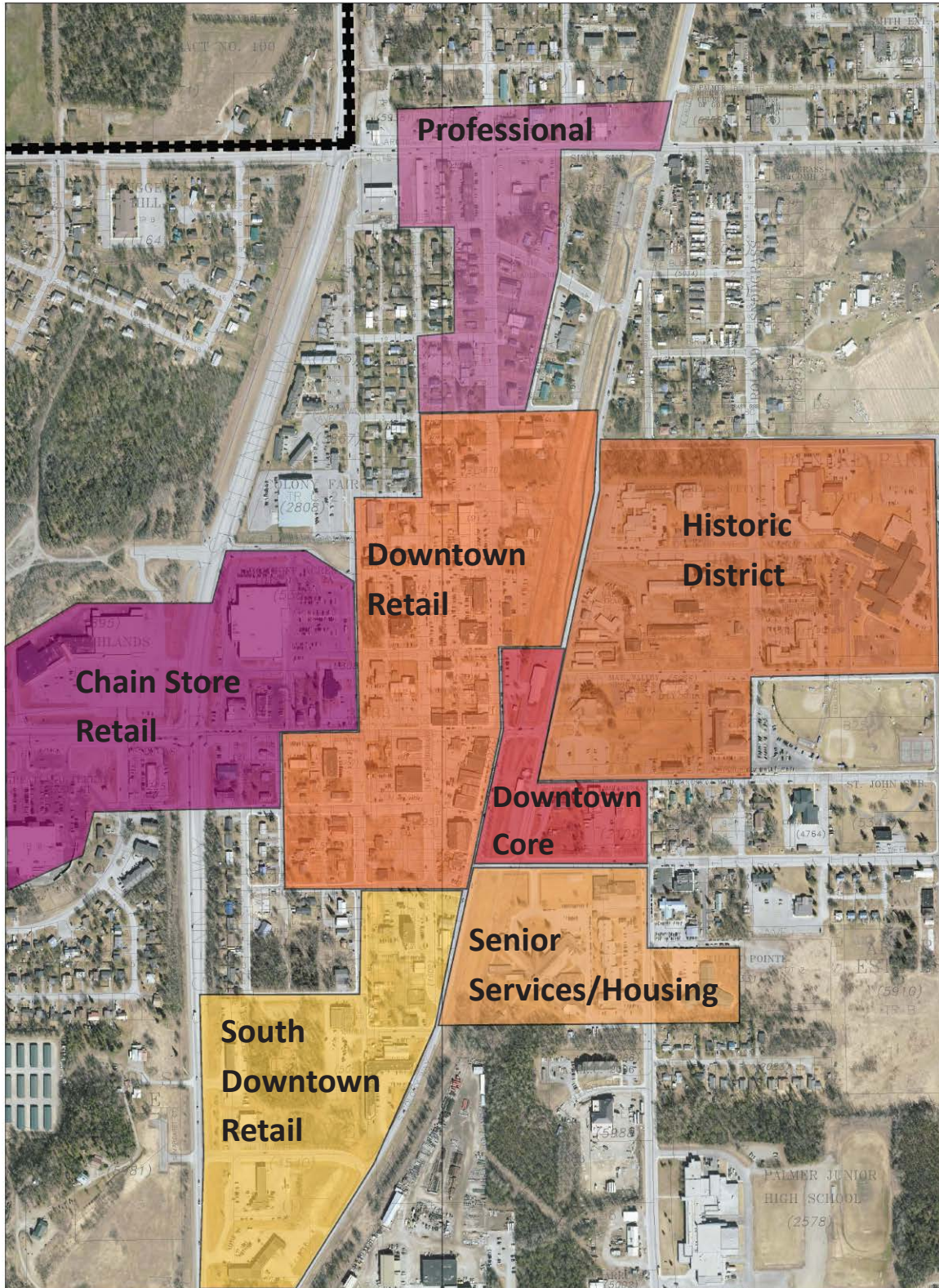
Sign locations were chosen based on user feedback, “decision points,” and identified routes throughout Palmer. A decision point was defined as a location where someone has a choice to change direction. Signage at decision points are key locations because they allow people to ascertain options and make informed decisions. Along routes, walking and biking times and distances are located on color-coded signage assuring users of their route. Vehicular signage is designed to blend with existing street amenities using readable fonts and sign designs that quickly assure drivers of their route and destination.





Palmer Districts

SDG also studied the current zoning, land use, businesses and services in downtown Palmer to create preliminary districts. This was a concept to shape future development.





Next Steps

The wayfinding project will bring much needed assistance to those visiting, living and navigating through Palmer. Implementing wayfinding signage will improve navigation for users and hopefully provide the catalyst for the community momentum to move towards a healthier, walkable community. SDG introduced navigational information addressing multiple forms of transit as part of initial wayfinding exercises. Attendees of the public meeting as well as the CAC expressed a sincere interest in the need to develop infrastructure for alternative transit such as buses, bikes and walking paths. Further, they indicated a desire to create a community with diverse options for multiple ages including age-in-place senior housing to support the fastest growing demographic in the MatSu Borough.

In response to community feedback, SDG conducted a walkability feasibility study to assess the current circulation in Palmer. The preliminary findings show significant disparities in pedestrian and bicycle circulation with downtown infrastructure. SDG recommends expanding an ADA compliant route that connects missing links within the core area (especially to senior services) and facilitates a shared pedestrian-bike route. These steps would greatly improve community health opportunities, visitor experiences, safety, and the quality of life for Palmer residents.





Next Steps

The following list is SDG's top ten recommendations for moving forward with this project.

1. Develop additional strategies to aid with movement and navigation.
2. Identify methods to incorporate the characteristics that define Palmer's sense of place.
3. Identify and develop signage that is integrated into Palmer Wayfinding maps and other materials.
4. Define opportunities to promote Palmer's assets as based on the four destination groups. Use designated colors to promote the opportunities noted as
 - Community values and priorities
 - Community characteristics and defining attributes
 - Transit preferences
 - Areas and destinations that function well
 - Potential improvements
 - Potential issues
 - Favorite and frequent locations
 - Needs and wishes for residents and tourists
 - Potential services to expand or introduce
5. Simplify, organize and update Palmer's website using recommendations provided by the public.
6. Monitor, add, and/or amend new sign locations. Provide directional signage related to the four key wayfinding groups- route orientation, route decision, route confirmation and destination recognition.
7. Track incident and conflict areas to improve pedestrian and multi-modal safety.
8. Update pedestrian routes to achieve full community walkability. Ensure senior services have access throughout Palmer and 'age in place' principles are followed.
9. Assess new signage and locations to determine functionality and performance. Identify missing needs, locations, or other issues.
10. Implement districts to assist with future planning and development.



SIGN FAMILIES



OPTION A

PALMER

PRIMARY GATEWAY

PALMER

SECONDARY GATEWAY



LANDMARK



DISTRICT BOUNDARY



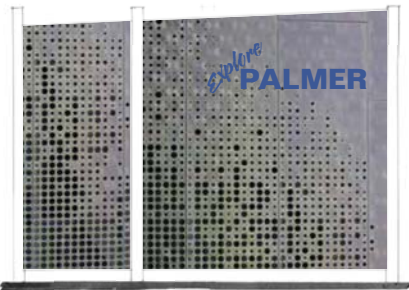
VEHICULAR ROUTE CONFIRMATION



VEHICULAR ROUTE DECISION



PEDESTRIAN ROUTE DECISION



MAJOR KIOSK



MINOR KIOSK

OPTION B



PALMER

PRIMARY GATEWAY



SECONDARY GATEWAY



LANDMARK



DISTRICT BOUNDARY



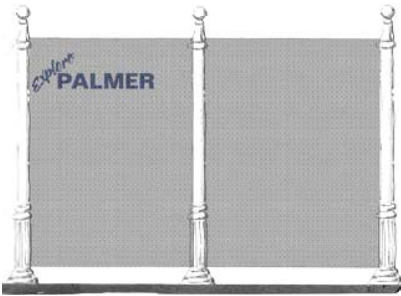
VEHICULAR ROUTE CONFIRMATION



VEHICULAR ROUTE DECISION



PEDESTRIAN ROUTE DECISION



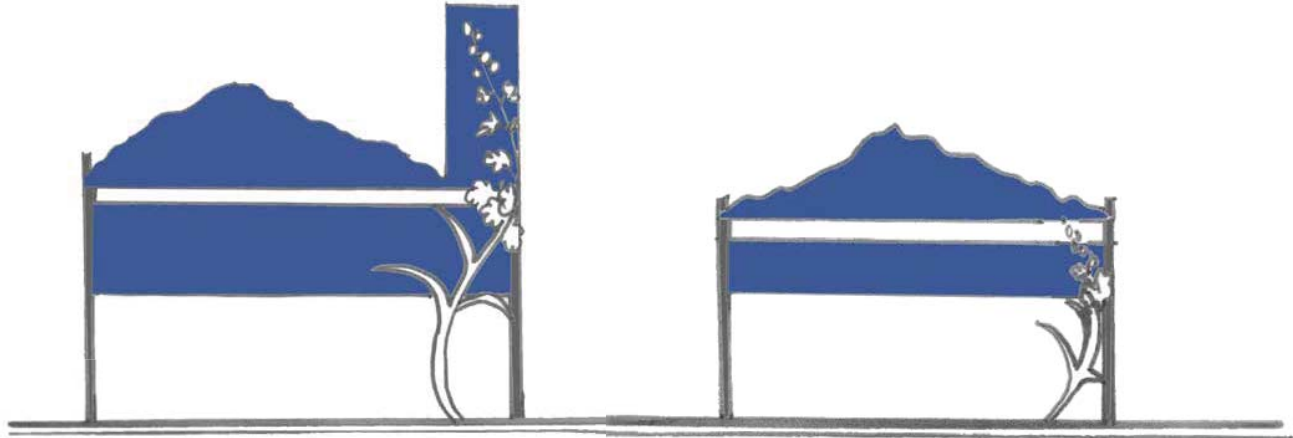
MAJOR KIOSK



MINOR KIOSK

GENERAL DIRECTIONAL SIGNAGE





PRIMARY GATEWAY

SECONDARY GATEWAY



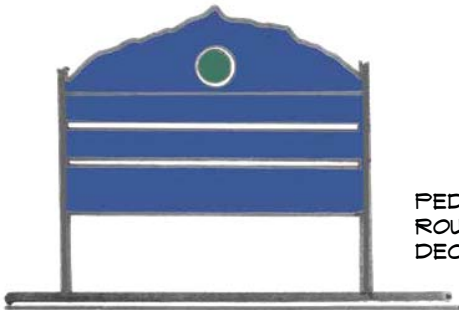
DISTRICT BOUNDARY



VEHICULAR ROUTE CONFIRMATION



VEHICULAR ROUTE DECISION



PEDESTRIAN ROUTE DECISION



PARK



LANDMARK



MAJOR KIOSK



MINOR KIOSK

GENERAL DIRECTIONAL SIGNAGE





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 Zak and Homer City Council
FROM: Katie Koester, City Manager
DATE: May 9, 2018
SUBJECT: May 14 City Manager Report

New Street Light on Ohlson Lane and Sterling Highway

Alaska Department of Transportation and Public Facilities (ADOT) will be installing a new street light at the Sterling Highway and Ohlson Lane intersection in the next week. This improvement is the result of a concerned citizen – and graduate of the City of Homer Citizens Academy - bringing the issue to the attention of ADOT and the City. ADOT should be commended for their acknowledgment of the issue and responsiveness. They took an observation from a constituent, researched it and moved quickly with installation as soon as conditions allowed. It was a pleasure to witness such a collaborative project and a great reminder that our residents serve as excellent eyes and ears identifying issues in our community.

Trip Report ICMA Western Region Conference

I was able to attend the International City Manager Association West Coast Regional Conference in Stevenson, WA last week. It was a great opportunity to network with our western neighbors, many of them from small towns and struggling with similar issues. Topics included leadership training, how to navigate situations where the manager has to get outside their comfort zone, creating sustainable communities, and re-establishing democracy in local government. One of the most rewarding sessions was structured in a 'speed coaching' format where managers and students rotated between brief 15mn interviews with senior managers. The format allowed participants to quickly get to meaty topics such as council manager relations, how to prioritize competing projects, and balancing large issues with the day to day demands of managing a City. I also was able to represent Homer and Alaska on the western regional leadership team at the conference. Thank you for the opportunity to pursue the professional development; it is inspiring, invigorating, and I always return so happy to have the privilege to serve this unique community.

Cook Inlet Harbor Safety Committee Update

Harbormaster Hawkins represents the City of Homer on the Cook Inlet Harbor Safety Committee (CIHSC). The Harbor Safety Committee was formed as a result, and at recommendation of, the 2015 risk assessment conducted to investigate the ground incident surrounding the tank ship Seabulk Pride in 2006. The CIHSC serves as subject matter experts for the Cook Inlet and acts as a facilitator, bringing together all relevant maritime stakeholders to identify and resolve, when possible, waterway management issues through the adoption of best practices and standards of care. On Thursday, April 26 2018, the Committee met in Seward to discuss a number of water transportation issues in the inlet, including tasking the Navigation Workgroup with reviewing the proposed Pebble Mine Transportation Plan and sending comments/concerns from a

marine transportation angle to the Harbor Safety Committee which serves as an advisory to the USCG Captain of the Port, Sector Anchorage.

Report on Joint Work Session with KPB Assembly

On Monday, May 7th I attended, along with 5 City Council members and the Mayor, a joint work session held by the Kenai Peninsula Borough Assembly on local government revenue challenges. The purpose of the work session was to get municipal feedback on a series of proposals by the Assembly to raise needed revenue. The Borough Mayor presented his proposal, a 2% Borough sales tax increase (to 5%) and 1 mill rate decrease (to 3.5 mills). There was concern expressed around the table about how such a dramatic increase in sales tax by the Borough would negatively impact the ability of municipalities to collect revenue from non-residents and fund important capital projects. At a Homer Chamber of Commerce Luncheon the next day, Mayor Pierce revised his plan to a '4 and 4' – a 4% Borough sales tax and 4 Borough mill rate (an increase in Borough sales tax of 1% and decrease in the mill rate of .5 mills). Other revenue generating proposals discussed included Assembly Member Cooper's .5% Borough sales tax increase, a bed tax, and reinstating taxes on non-prepared foods. The work session was a great opportunity to touch base with colleges from peninsula cities and the Assembly and an annual joint session was proposed. I was proud of the representation of the Southern Peninsula at the meeting and that we all actively participated.

AML Summer Conference

The Denali Borough will be hosting the AML Summer Conference August 22-23, 2018. The Alaska Municipal League Board of Directors, Alaska Conference of Mayors, Alaska Municipal Management Association and AML Members will meet during this time. Meetings will take place at the Grande Denali Lodge. In the past, the City of Homer has sent the Mayor, a councilmember and the City Manager. If you have an interest in attending, please contact the City Clerk ASAP as the hotel reservations will go quickly. Any travel will need to be approved by the Council by memo.

Elections

At the last Council meeting I was asked to provide statistics on voter participation at special elections versus regular elections. The attached chart shows participation rates in both over the last 3 years. Participation is driven by how high profile the topic is; voter participation was 42% for the special recall election in 2017 while the run off in 2015 only garnered 14% of the Homer electorate. If Council proceeds with a special election, getting election workers will be critical. Ask your friends and neighbors to sign up to be an election worker on June 26. It can be a half or full day commitment, is a lot of fun and you get to be part of the democratic process.

HB 176 – Reimbursement for Transport of Medicaid Patients

HB 176, An Act relating to medical assistance reimbursement for emergency medical transportation services, has passed both houses and has moved onto the Governor's desk for signing. This bill will allow agencies that transport patients (such as the Homer Volunteer Fire Department) to collect expenditures that were previously not eligible for reimbursement by the federal government through the State of Alaska for patients that are supported by Medicaid. Currently Medicaid and Medicare reimburse a flat rate of \$400 per transport, even if there were other expenses (such as the cost of medication or keeping apparatus response ready). The department could see a modest boost in ambulance billing revenue with the passage of HB 176. However, the reimbursement program is dependent on the Federal Government's Health and Human Services reimbursement to the State of Alaska, which in turn supports the individual departments.

ENC:

Employee Anniversaries

AML Summer meeting draft agenda

Chart from City Clerks on Election Turnout Percentages

Letter of Support for Kenai Peninsula Economic Development District

Letter to State of Alaska Department of Transportation and Public Facilities Providing Input on an Area Transportation Plan for the Kenai Peninsula

Thank You Letter from Homer Community Food Pantry, Center for Alaskan Coastal Studies, and Bunnell Street Arts Center



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 ZAK AND CITY COUNCIL
FROM: Katie Koester
DATE: May 14, 2018
SUBJECT: May Employee Anniversaries

I would like to take the time to thank the following employees for the dedication, commitment and service they have provided the City and taxpayers of Homer over the years.

Mark Whaley,	Port	13	Years
Pike Ainsworth,	Port	10	Years
Don Huffnagle,	Port	10	Years
Ann Dixon,	Library	7	Years
Mike Gilbert,	Public Works	4	Years
Jackie McDonough,	Library	4	Years
Sean McGroarty,	Port	2	Years
Ryan Johnson,	Police	1	Year



One Sealaska Plaza, Suite 200 ♦ Juneau, Alaska 99801

Tel (907) 586-1325 ♦ Fax (907) 463-5480 ♦ www.akml.org

DRAFT

Alaska Municipal League Summer Legislative Conference

Denali, Alaska ~ August 21-24, 2018

Tuesday, August 21, 2018

Travel Day

Wednesday, August 22, 2018

8:30 a.m. – 4:00 p.m. **Alaska Conference of Mayors Meeting**

8:00 a.m. – 5:00 p.m. **Alaska Municipal Management Association Meeting**

5:00 p.m. – 7:00 p.m. **Denali Borough – Welcome Reception – TBA**

Thursday, August 23, 2018

AML Legislative Conference

7:30 a.m. – 8:30 a.m. Position Committee Meeting

8:00 a.m. Breakfast - Included

8:30 a.m. – 8:45 a.m. **Welcome and Introductions – Pat Branson, AML President**

8:45 a.m. – 9:45 a.m. Legislative Update

9:45 a.m. – 10:00 a.m. Break

10:00 a.m. – 11:45 a.m. Legislative Issues Discussion

12:00 p.m. – 1:00 p.m. **Luncheon Guest Speaker (Lunch Included)**

1:15 p.m. – 4:30 p.m. FY18 Legislative Issues Discussion/Plan

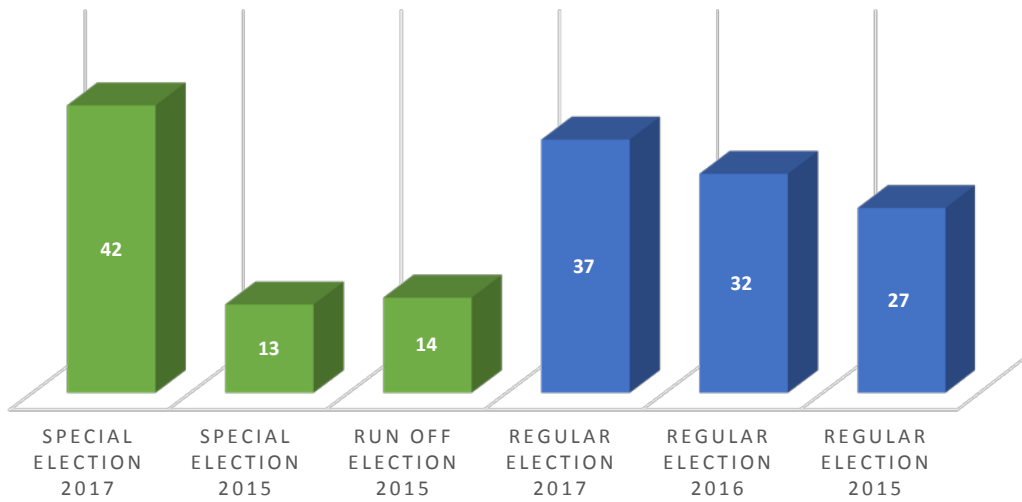
5:00 p.m. **AML Board of Directors Meeting**

Friday, August 24, 2018

Travel Day or

Optional Park Tour offered by the Denali Borough (Saturday travel day)

CITY OF HOMER ELECTION TURNOUT PERCENTAGES



Date	Turnout %	Election type
June 13, 2017	42%	Special Election- Recall
December 1, 2015	13%	Special Election- HART
November 3, 2015	14%	Run Off Election
October 3, 2017	37%	Regular Election
October 4, 2016	32%	Regular Election
October 6, 2015	27%	Regular Election



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

May 14, 2019

Kenai Peninsula Borough Assembly
144 North Binkley Street
Soldotna, Alaska 99669

Dear President Ogle and members of the Kenai Peninsula Borough Assembly,

I would like to take the opportunity to express support for the Kenai Peninsula Economic Development District (KPEDD) and highlight the benefit the City of Homer receives from this regional organization. Municipal government can get bogged down in the day to day of running a municipality. Having an organization like KPEDD who advocates for the economic health of the entire region is critical for our economic wellbeing. KPEDD often passes along grant and business opportunities to the City of Homer. They are able to connect the dots between business and government. KPEDD provides important data that the City uses when making decisions, including wage and industry data specific to the City of Homer. They have loaned their professional experience to community groups pursuing the betterment of Homer, such as the City of Homer Parks Art and Recreation Commission and Kachemak Bay Mariculture Association. KPEDD plays a role in bringing communities on the Peninsula together with common goals. The executive director routinely travels to and presents to the Homer City Council and KPEDD has hosted a regional meetings between the municipal managers.

The City of Homer appreciates Kenai Peninsula Borough's support of KPEDD and acknowledgment of the need for regional economic development on the Kenai Peninsula.

Sincerely,

Katie Koester
City Manager



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

5/15/2018

Joselyn Biloon, Planner III
Alaska Transportation & Public Facility
PO Box 196900
Anchorage, AK 99519-6900

Dear Ms. Biloon,

The City of Homer is looking forward to working with The State of Alaska Department of Transportation to develop an Area Transportation Plan for the Kenai Peninsula. Working together on a shared vision with common goals to develop Transportation Plan that includes the lower Kenai Peninsula.

The Homer City Council has passed several resolutions that request upgrades to the Sterling Highway, the Pioneer Avenue Rehabilitation Project and in the Lake Street Rehabilitation Project.

- Resl. 14-106 requests that ADOT construct a bridge to “daylight” Woodward Creek as part of the Pioneer Avenue Rehabilitation Project.
- Resl. 18-008 requests that ADOT fix the drainage that affects the Baycrest Subdivision, Mile 171 Sterling Highway.
- Resl. 18-034 requests that ADOT install a crosswalk on Lake Street where Grubstake intersects Lake Street as part of the Lake Street Rehabilitation Project.
- Resl. 18- 038 requests that ADOT not delay the 2019 Pioneer Avenue Rehabilitation Project.

Always on our horizon are the dangers of coastal erosion that affect Homer Spit Road and the Homer Harbor. Developing an asset management plan regarding intermodal transportation to support the Homer Harbor is certainly valid.

Respectfully submitted,

Katie Koester, City Manager, 907-435-3102

Cc: Rick Abboud, Planning Office, 907-235-3106

Att: Resl. 14-106

Resl. 18-008

Resl. 18-034

Resl. 18-038



April 23, 2018

To Homer City Council,

First, a thank you for your support of the Homer Food Pantry, through the 2018 City Non-profit Grants

As I think about Homer, what first stands out is how many non-profits are working to make our city a better place for all of us.

From some we have compassionate care for our elderly and services for those in need. They are there for families during a very difficult time

. I think about all the hours of maintenance that is spent by the ski clubs, the snow machiners, the across the bay trail blazers and the dedicated workers and scientists that want Kachemak Bay available now and in the future.

The droves of volunteers that keep the ice rink available to our skaters as well as the skaters from across our state impresses me.

There is SPARC making a safe and dry playing area for the community as well as the cycle and running clubs making it possible for us to get outside and be in our surrounding nature.

There are organizations that focus on our youngest community members, our teens and our pets.

Those in need always have a helping hand from the Food Pantry.

We have the Arts and Culture and the Conservation and Environment organizations that are beneficial to us as well as the visitors to our town.

Is the city a better place for all these non profits? Yes, we are all better for these organizations. It allows the citizens to contribute as they are able and it relieves the city of many services when costs and manpower are prohibitively expensive.

The non profits have the commitment and the manpower, yet still need operating costs to get the work done. I am urging the city to please continue funding organizations that contribute to a healthy and thriving place to live and raise our families.

Thank you, Sherry Stead

None should go hungry or feel helpless in a time of need



Center for Alaskan Coastal Studies



CELEBRATING
30 YEARS
of OUTDOOR EDUCATION

708 Smokey Bay Way, Homer, Alaska 99603 • 907/235-6667 • Fax 907/235-6668 • Email info@akcoastalstudies.org • www.akcoastalstudies.org



April 27, 2018

Homer City Council
491 East Pioneer
Homer, AK 99603

Dear Council Members,


The Center for Alaskan Coastal Studies (CACS) would like to thank the City of Homer for continuing to support local nonprofits in the community through the City of Homer Grants Program administered through the Homer Foundation. We are especially thankful for the operational grant we recently received through this program.

Operational funds are difficult to raise, yet extremely important to the functions of an organization. These local government dollars support our outdoor education programs that will reach over 6,000 youth and families in Homer in 2018, and will complement the donations of hundreds of hours of volunteer time and contributions of goods and services from businesses in the generous community of Homer.

As one of many non-profits offering important services to Homer residents, CACS will leverage these funds to help attract federal funding for our community-based marine debris clean-up and prevention activities conducted under the Kachemak Bay Coast Walk program. The Kachemak Bay Coast Walk directly impacts local beaches and provides a model for stewardship of beaches in other Alaskan coastal communities.

Operational funds help keep the doors open and facilities staffed, especially at our Headquarters location. Thanks to your continuing support and the support of others, we reached over 18,000 people in 2017 through our environmental education and stewardship programs in the Homer area and we hope to increase our local outreach even more in 2018!

Sincerely,


Elizabeth Trowbridge
Executive Director



106 west Bunnell, Suite A
Homer, AK 99603

www.bunnellstreetgallery.org

Asia Freeman, Artistic Director

asia@bunnellarts.org

"nurturing and presenting innovative art of exceptional quality in all media for diverse audiences"

City of Homer
Mayor and Council Members
419 E. Pioneer Avenue
Homer, AK 99603

May 1, 2018

Dear Mayor and City Council Members,

Thank you very much for your continued investment in Homer's health. Bunnell Street Arts Center is proud to nurture Homer's creative ecosystem with art programs for all ages. We deeply appreciate your leadership as Homer's elected officials. We thank the City for partnering with the Homer Foundation to provide the City of Homer Grants program.

Arts & Economic Prosperity 5, a 2017 study by *Americans for the Arts* about the nonprofit arts and culture industry's impact on the economy, documents the economic contributions of the arts in 341 diverse communities and regions across the country, representing all 50 states and the District of Columbia. Nationally, the nonprofit arts and culture industry generated \$166.3 billion of economic activity during 2015—\$63.8 billion in spending by arts and cultural organizations and an additional \$102.5 billion in event-related expenditures by their audiences. This activity supported 4.6 million jobs and generated \$27.5 billion in revenue to local, state, and federal governments, a yield well beyond their collective \$5 billion in arts allocations by entities like the City of Homer Grants Program Through The Homer Foundation. This study puts to rest a misconception that communities support arts and culture at the expense of local economic development. In fact, communities are investing in an industry that supports jobs, generates government revenue, and is the cornerstone of tourism. We agree that locally as well as nationally, the arts mean business!

I am pleased that Homer is among the communities nationally that invest in arts and culture as a renewable, sustainable Alaska resource. Join us at Bunnell for exhibits, lectures, performances and workshops celebrating Alaskan talent and encouraging arts achievement. We are thrilled to showcase sixty artists in the Plate Project, Bunnell's annual membership appeal and a showcase exhibit of Artist in Schools May 18 at 5 pm. A short membership meeting at 6, with a potluck reception open to all, is followed by a concert with Tyler Langham and Friends at 7:30 pm. All are welcome to Bunnell anytime!

Sincerely,

A handwritten signature in black ink, appearing to read "Asia Freeman". The signature is fluid and cursive, written in a professional style.



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 Zak and Homer City Council
FROM: Katie Koester, City Manager
DATE: May 23, 2018
SUBJECT: **May 29 City Manager's Report**

Update on Kachemak Bay Critical Habitat Area Plan

Deputy City Planner Engebretsen has been attending meetings on behalf of the City on updating the Kachemak Bay Critical Habitat Area Plan. To date, conversation has focused on docks, floats and permitting. Over the summer, there will be smaller topic specific working groups to work on Fox River Flats trail, Fox River Flats grazing, shore fishery leases, aquatic farms, on bottom mariculture and shellfish seeding, kelp harvesting, etc. Of interest to the City will be discussion on harbor dredging spoils (which is an important aspect of the Large Vessel Harbor project) and Homer Spit specific issues such as erosion control. Harbormaster Hawkins will also participate in these conversations. In the fall, the main working group meetings will reconvene, and review the work from the smaller working groups. The public can find information about Critical Habitat Area meetings here : <https://aws.state.ak.us/OnlinePublicNotices/Notices/Search.aspx>

Lot 3 Adjacent to Jack Gist Lot Sold

In 2016 Resolution 16-133 approved the City Manager to enter into negotiations on the purchase of Jack Gist Subdivision lot 3 to enhance Jack Gist Park. I worked with the City's broker, Angie Newby of Homer Real Estate, on negotiating with the sellers to purchase the lot. In the May 30, 2017 City Manager report I reported that after multiple offers and counters, I believed both parties were still quite a ways apart and requested guidance from Council. The parcel is 2.33 acres on the uphill side of Jack Gist Park and was at the time listed for \$69,500. The 2017 assessed value was \$40,600. The lot has value to the City as property adjacent to Jack Gist Park, however there were no immediate plans to develop the park in that direction. This prompted Memo 17-090 from Councilmember Smith through the Homer City Council directing the Parks Art Culture and Recreation Advisor Commission (PARCAC) to provide development plans for the lot if acquired by the City of Homer. The Commission responded with a number of ideas for the expansion of Jack Gist Park. They also were cognizant of the cost of land and the impact the purchase would have on Parks and Recreation reserve funds and recommended pursuing the lot only if the price fell within 10% of assessed value (\$44,600). The lot recently sold for significantly more, though competitive with some of the previous offers the City had made. The cumbersome nature of our process can be a stumbling block in negotiation. All this means that if Council is very hot on a piece of property in the future, authorization to negotiate and purchase can be given in advance. On the up side, the party who purchase the lot may be interested in bringing water and sewer to

their property and closer to Jack Gist, which would be beneficial to the park as this is a major cost barrier in getting additional amenities at the park.

Homer Elks Plans to Freshen Up Skate Park

The Homer Elks Club has applied for and received a grant from Elks National Foundation to improve the skate park at the HERC. Local Elks will work with Park Coordinator Steffy to spruce up the park with paint, materials and sweat equity. The park definitely needs some TLC and it is great to see a local organization working on improving youth recreation opportunities.

Homer Airport Busy for 2018 Season

The next time you fly in-out of the Homer Airport you may observe some changes in the terminal.

- Flying Whale Coffee and Gifts has doubled their square footage offering gifts and coffee. (Resolution 18-030)
- RAVN Airlines has increased their lease area to include more cargo space in the west end of the airport. (Resolution 18-022)
- Alaska Ultimate Safaris helicopter tours will be leasing a ticket counter as a check-in location for bear and glacier tours. This is a short term lease, Alaska Ultimate Safaris will be sharing **the space with Pen Air as they don't plan on initiating operations until September.**
- Kansas State University is leasing a booth next to Pioneer Car Rental to conduct a survey for the National Park Service regarding visitors experience at Lake Clark and Katmai National Parks and Preserve. This is also a short term lease.
- Pen Air is seeking approval to lease a ticket counter, office and baggage areas, the Resolution to approve entering into negotiations is included in this packet.

The burst of economic activity at the airport is great news for the sustainability of the airport, and has been a major goal of my office. The economic benefit of having a variety of tenants is great for all the businesses and the residents of Homer. That being said, the City still has more space to sublet at the airport terminal. Interested parties can call 907-435-3102 to inquire or visit the City website for information regarding pricing and availability.

New Police Station Public Education Campaign

Preparations for the public information campaign for the new police station and special election Tuesday, June 26 are in full swing. Thank you to all of you who are taking on parts of this campaign. Upcoming events include KBBI Coffee Table on June 6 at 9am with Chief Robl, Councilmembers Smith and Aderhold; weekly reports on Radio Realty with Tom Stroozas; and a presentation to the Homer-Kachemak Bay Rotary Club June 14th. In addition, you will be seeing ads in the local papers, updated articles on the City of Homer website, opinion pieces in the papers written by many of you (thank you!) and public service announcement/advertisements on local radio stations. A post card to all registered voters in City limits will go out just before early voting opens on June 11. I have included the most recent talking points and encourage the public who has taken a great interest in this project to use them when talking to their friends and neighbors. Many thanks go to Special Projects and Communication Coordinator Carroll who has been working with single minded focus on preparations since the passage of Ordinance 18-27(A).

Promoting the Large Vessel Harbor

Governor Walker was in Homer on Thursday, May 17th. Mayor Zak, Harbormaster Hawkins and myself had the opportunity to spend some time with him at the Port and Harbor Building

discussing the Large Vessel Harbor Project. He put us in touch with Commissioner of the Department of Commerce, Community and Economic Development, Mike Navarre. As former Mayor of the Kenai Peninsula Borough, Mayor Navarre is in a great position to have firsthand knowledge about the need for a large vessel harbor on the Peninsula. Getting this project on the administrations radar is important for inclusion in any future major infrastructure bill or bond bill. I also met with Senator **Murkowski's** State Director, Leila Kimbrel on Tuesday, May 23 and gave her an update on our Large Vessel Harbor project. She had some great advice on how the delegation can participate with the Army Corps of Engineers. As you are aware, our first step in reinitiating this project is the analysis of economic indicators by the Corps approved by Council in Ordinance 18-03. Tuesday the 29th the Mayor, Harbormaster and myself will be meeting with **Senator Sullivan's Chief of Staff on the same topic.**

First Quarter Financial Report

Attached is a first quarter financial report for all City of Homer funds. In the future, you can expect **quarterly reports in the manager's report** for Council review approximately 6 weeks after the end of each quarter (this gives time for expenditures to be properly entered, credit card transactions to appear in the accounting system, and bank reconciliation). One thing this report demonstrates is the nature of the cash flow at the City. For General Fund, we are on target with revenue at 21% and operating expenditures at 21%. However, the seasonal nature of business at the Port and Harbor is reflected in the gap between revenue (11% of budget) and operating expenditures (20% of budget). This document is an important way for the City to make sure we are on track **throughout the year, don't have painful** surprises, and can help forecast trends. Please let me know if you have specific questions regarding the report, as you become more comfortable with the format and the story that the numbers tell will be easier to read. Keep in mind the disclaimer I use whenever discussing unaudited numbers and that they are subject to change.

The treasurer's report is also a useful snapshot of where City of Homer money is invested. You will see that currently 28% is kept liquid in the Alaska Municipal League fund. This fund is accessed regularly when we need cash for regular expenditures (payroll, accounts payable). About 2% is in a money market waiting to be invested long term, and the remainder is distributed among low risk bonds and other investment that are backed by the Federal Government or FDIC. The Finance Director and I are taking a careful look at when bonds mature and holding more cash assets in order to have enough cash on hand to begin spending on the new police station project with passage of Proposition 1 in late June.

Enc:

October 12, 2017 Memo from PARCAC to Council on Land Acquisition North of Jack Gist Park
New Police Station Talking Points

First Quarter Financial Report and Treasurer's Report

Letter of Support for SBDC Grant

Non-Objection Letter to HSWCD Re: Invasive Weed Management in City Limits



City of Homer

www.cityofhomer-ak.gov

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

To: Mayor Zak and Homer City Council
From: Parks, Art, Recreation and Culture Advisory Commission
Through: Julie Engebretsen, Deputy City Planner
Date: October 12, 2017
Subject: Lot 3 land acquisition north of Jack Gist Park

Via Memorandum 17-090, Council requested PARCAC review the acquisition of Lot 3, adjacent to Jack Gist Park. The Commission discussed the purchase in light of Council's questions at the August 17th meeting and September 21st meetings. The Commission's conclusions were:

1. The land purchase should only occur if the City can buy it at fair market or assessed value. It is not a usable enough piece of land for recreation to justify a high price tag.
2. The land could be used to relocate the disc golf facility.
3. Land acquisition would help avoid future conflicts with neighbors.
4. The Commission would like more greenspace.
5. Jack Gist Park does need additional park land.
6. The Commission recognizes the need for a long term Jack Gist Park Plan.

In conclusion, if the opportunity arises in the future to purchase this land at no more than 10% over the assessed value, the purchase should be considered.

Vote  **yes** Prop 1 for a
NEW POLICE STATION

AFTER 39 YEARS
IT'S
TIME!

**SPECIAL
ELECTION
JUNE 26**

MORE INFO AT
WWW.
CITYOFHOMER.AK.US

ABSENTEE VOTING
STARTS JUNE 11

POLLS OPEN JUNE 26
7 AM TO 8 PM

1. Public safety is one of the City's most important obligations.

- Police officers take on great responsibility and face unpredictable, often dangerous circumstances as part of their daily job to serve and protect.
- Our police station provides critical support for their work and public safety.
- Our 39 year old police station is not up to the task. The need is great and has been a top priority for years.

2. For the past year, Council has dedicated themselves to listening to the public's concerns and carefully crafting a new plan to bring before the voters. The new plan:

- Keeps costs down by building a smaller facility than the one proposed before, while also meeting essential public safety needs. Cost of the proposed 12,800 square foot building is \$7.5 million.
- Uses a design that allows for future expansion.
- Doesn't displace other uses – location is a vacant, City owned lot at corner of Grubstake and Heath
- Maximizes City investment to keep costs to the public as low as possible. We have set aside \$2.5 million (a third of the cost) as an upfront investment, bringing the total amount of construction financing down to \$5 million.

3. Council is asking voters for their support of this plan at a Special Election on June 26th. Vote yes on Prop 1.

- Prop 1 asks residents to authorize the City to issue \$5 million in general obligation bonds to finance the remainder.
 - It proposes a year-round 0.35% increase in City sales tax to pay off the bond debt. (35¢ on every \$100 spent.)
 - After the bond debt is paid, most of the tax goes away. 0.05% will remain on the books to fund ongoing maintenance costs of the building. (5¢ in sales tax for every \$100 paid.) These funds are important to adequately maintain the building, protect the public's investment and insure the building will serve us far into the future.

4. Reasons why the need is critical.

- **Antiquated design creates serious health and safety issues for staff and visiting public.**
 - HVAC system routes air from jail cells to rest of the station, passing airborne communicable disease.
 - Prisoners have access to staff areas when being transported; visitors at lobby window can hear patrol office conversations; visitors walk by jailer area creating safety and confidentiality concerns.
 - Prisoners being transported to the visitor area can freely access the exit door, prompting escape attempts.
- **Police department has outgrown the current station:**
 - Over time, call volume and arrests have more than quadrupled. Police personnel has doubled to handle the workload. Staff has been creative at maximizing the space and has adapted to get the most out of the facility, significantly extending the life of the building. But it is overcrowded; areas for expansion have been used up.
 - Electrical and mechanical systems we rely on for dispatch and coordinating emergency response have exceeded their capacity and fail to meet the demands of today's technology. Cramped and non-ventilated storage causes premature and costly equipment failures.
 - Requirements for processing and properly storing evidence has evolved over the past 40 years too. Evidence processing and storage rooms have been filled beyond capacity for many years; we now store evidence in Conex trailers on the back of the lot.
- **Police station does not meet some basic construction/accessibility standards:**
 - Not ADA accessible.
 - Jail does not meet state and federal standards for separating juvenile and female prisoners.
 - Building does not meet today's seismic standards designed to insure our public safety building is up and running when our community will need it most – during a major earthquake.

5. Find more info at the City of Homer website or contact one of your City Council members.

6. Remember to vote in the Special Election on Tuesday, June 26th.

- Polls will be open 7 am – 8 pm on June 26th. To vote you must be registered by Sunday, May 27th. Contact the Clerk's Office for assistance or you can register online at the Division of Elections website.
- Out of town? Prefer to vote early? Absentee Voting starts Monday, June 11 at City Hall.

Quarterly General Fund
Expenditure Report
For Quarter Ended March 31, 2018

	Adopted FY18 Budget	Acutal As of 3/31/18	Budget Remaining	% Budget Used
Revenues				
Property Taxes	\$ 3,264,974	\$ 67,596	\$ (3,197,378)	2.07%
Sales and Use Taxes	6,474,133	1,155,608	(5,318,525)	17.85%
Permits and Licenses	28,588	10,708	(17,881)	37.45%
Fines and Forfeitures	22,154	2,961	(19,193)	13.37%
Use of Money	36,851	2,750	(34,101)	7.46%
Intergovernmental	697,355	118,573	(578,783)	17.00%
Charges for Services	594,808	30,660	(564,147)	5.15%
Other Revenues	-	2,290	2,290	100%
Airport	146,869	48,265	(98,604)	32.86%
Operating Transfers	1,189,764	1,178,264	(11,500)	99.03%
Total Revenues	\$ 12,455,495	\$ 2,617,674	\$ (9,837,821)	21.02%
Expenditures & Transfers				
Administration	\$ 1,040,613	\$ 218,499	822,113	21.00%
Clerks	710,241	98,114	612,127	13.81%
Planning	364,987	82,122	282,865	22.50%
Library	887,710	191,765	695,945	21.60%
Finance	668,649	137,662	530,987	20.59%
Fire	1,061,339	231,542	829,796	21.82%
Police	3,267,428	748,190	2,519,237	22.90%
Public Works	2,558,787	473,075	2,085,711	18.49%
Airport	211,494	60,418	151,076	28.57%
City Hall, HERC	179,019	38,136	140,882	21.30%
Non-Departmental	94,000	69,000	25,000	73.40%
Total Operating Expenditures	\$ 11,043,364	\$ 2,348,525	\$ 8,695,740	21.27%
Transfer to Other Funds				
Leave Cash Out	\$ 161,373	\$ 161,373	\$ -	100%
Debt Repayment	-	-	-	-
Other	10,703	10,703	-	100%
Total Transfer to Other Funds	\$ 172,076	\$ 172,076	\$ -	100%
Total Transfer to Reserves	\$ 1,240,055	\$ 1,240,055	\$ -	100%
Total Expenditures & Transfers	\$ 12,455,495	\$ 3,760,656	\$ 8,695,740	30.19%
Net Revenues Over(Under) Expenditures	\$ 0	\$ (1,142,982)		

Quarterly Water and Sewer Fund
Expenditure Report
For Quarter Ended March 31, 2018

	Adopted FY18 Budget	Acutal As of 3/31/18	Budget Remaining	% Budget Used
Revenues				
Water Fund	\$ 2,037,962	\$ 481,839	\$ (1,556,122)	23.64%
Sewer Fund	1,797,681	363,745	(1,433,936)	20.23%
Total Revenues	\$ 3,835,643	\$ 845,584	\$ (2,990,059)	22.05%
Expenditures & Transfers				
<u>Water</u>				
Administration	\$ 181,131	\$ 38,116	\$ 143,015	21.04%
Treatment Plant	533,568	90,603	442,965	16.98%
System Testing	55,803	11,442	44,361	20.51%
Pump Stations	112,329	17,749	94,581	15.80%
Distribution System	286,169	71,631	214,537	25.03%
Reservoir	45,944	11,128	34,816	24.22%
Meters	184,333	24,095	160,238	13.07%
Hydrants	184,290	40,568	143,722	22.01%
<u>Sewer</u>				
Administration	\$ 161,679	\$ 32,464	129,215	20.08%
Plant Operations	572,039	110,869	461,170	19.38%
System Testing	66,006	15,230	50,776	23.07%
Lift Stations	186,021	38,439	147,582	20.66%
Collection System	238,471	55,478	182,994	23.26%
Total Operating Expenditures	\$ 2,807,784	\$ 557,812	\$ 1,619,631	19.87%
Transfer to Other Funds				
Leave Cash Out	\$ 19,960	\$ 19,960	-	100%
GF Admin Fees	484,119	484,119	-	100%
Other	43,398	44,410	(1,012)	102.33%
Total Transfer to Other Funds	\$ 547,476	\$ 548,489	\$ (1,012)	100.18%
Total Transfer to Reserves	\$ 480,382	\$ 480,382	\$ -	100%
Total Expenditures & Transfers	\$ 3,835,643	\$ 1,586,683	\$ 1,618,619	41.37%
Net Revenues Over(Under) Expendi	\$ 0	\$ (741,099)		

Quarterly Port and Harbor Fund
Expenditure Report
For Quarter Ended March 31, 2018

	Adopted FY18 Budget	Acutal As of 3/31/18	Budget Remaining	% Budget Used
Revenues				
Administration	\$ 527,240	\$ 112,654	\$ (414,586)	21.37%
Harbor	2,753,486	285,833	(2,467,653)	10.38%
Pioneer Dock	364,326	57,449	(306,877)	15.77%
Fish Dock	549,740	46,898	(502,842)	8.53%
Deep Water Dock	258,000	19,850	(238,150)	7.69%
Outfall Line	4,800	4,800	-	100.00%
Fish Grinder	12,000	-	(12,000)	0.00%
Load and Launch Ramp	135,000	3,422	(131,578)	2.54%
Total Revenues	\$ 4,604,592	\$ 530,906	\$ (4,073,686)	11.53%
Expenditures & Transfers				
Administration	\$ 640,498	\$ 151,330	\$ 489,167	23.63%
Harbor	1,275,184	250,522	1,024,661	19.65%
Pioneer Dock	63,635	11,367	52,268	17.86%
Fish Dock	568,602	101,560	467,043	17.86%
Deep Water Dock	75,341	16,129	59,212	21.41%
Outfall Line	3,000	2,475	525	82.50%
Fish Grinder	22,000	5,456	16,544	24.80%
Harbor Maintenance	406,102	73,619	332,483	18.13%
Main Dock Maintenance	39,589	7,727	31,862	19.52%
Deep Water Dock Maintenance	50,089	7,392	42,696	14.76%
Load and Launch Ramp	85,482	9,590	75,892	11.22%
Total Operating Expenditures	\$ 3,229,520	\$ 637,167	\$ 2,592,353	19.73%
Transfer to Other Funds				
Leave Cash Out	\$ 57,636	\$ 57,636	\$ 0	100%
Debt Service	-	-	-	0%
GF Admin Fees	556,836	556,836	-	100%
Other	402,628	402,628	-	100%
Total Transfer to Other Funds	\$ 1,017,100	\$ 1,017,100	\$ 0	100.00%
Total Transfer to Reserves	\$ 356,471	\$ 356,471	\$ -	100%
Total Expenditures & Transfers	\$ 4,604,592	\$ 2,010,738	\$ 2,592,353	43.67%
Net Revenues Over(Under) Expenditures	\$ 0	\$ (1,479,833)		

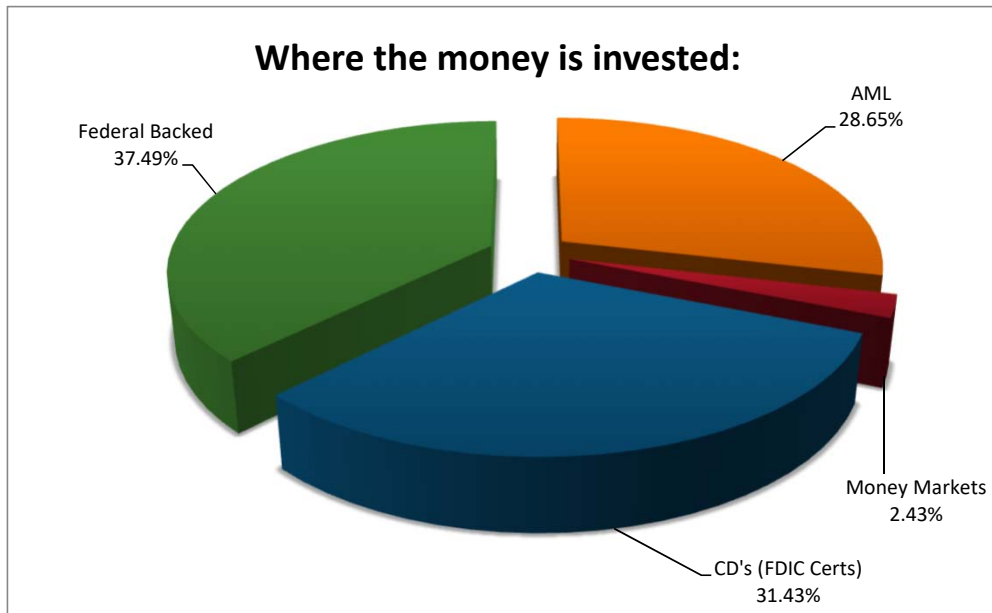
CITY OF HOMER Treasurer's Report

As of:

March 31, 2018

INVESTMENT BY INSTITUTION:	\$ Invested	% Of \$ Invested
Alaska Municipal League	\$ 6,437,998	29%
Pro-Equities	\$ 16,034,405	71%
Total Cash and Investments	\$ 22,472,403	100%

MATURITY OF INVESTMENTS:		AMOUNT	% Of Investment by Maturity Date
1 to 30 Days	4/30/2018	\$ 6,983,643	35%
30 to 120 Days	7/29/2018	\$ 1,029,306	25%
120 to 180 Days	9/27/2018	\$ 347,667	7%
180 to 365 Days	3/31/2019	\$ 1,123,786	3%
Over 1 Year		\$ 12,988,001	29%
TOTAL		\$ 22,472,403	100%



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



City of Homer

www.cityofhomer-ak.gov

Office of the Mayor

491 East Pioneer Avenue
Homer, Alaska 99603

mayor@ci.homer.ak.us

(p) 907-235-3130

(f) 907-235-3143

U.S. Small Business Administration
Office of Small Business Development Centers
Portable Assistance Program

May 30, 2018

Re: Funding Opportunity No. OSBDC-2018-06

To Whom It May Concern,

As the Mayor of the City of Homer I am pleased to provide a letter of support to the Alaska Small Business Development Center (Alaska SBDC) Alaska for their FY2019 SBA Portable Assistance grant proposal for their Rural Business Development Program.

The Alaska SBDC has a long history of working with businesses in Alaska, particularly in rural communities. As you may know, Alaska's economy is in the longest recession that the state has ever seen. Thousands of jobs have been lost over the last five years and rural communities are some of the hardest hit by the public and private sector cut backs that have resulted from the drop in oil prices.

The Alaska SBDC's proposal to conduct a comprehensive rural business development program is based on their 30+ year experience working in rural communities and with small businesses across the state. Their proposal which combines community level fact finding, on site workshops and advising, the deployment of rural business development kiosks, the launch of a new maritime industry incubator and Alaska's first Energy Innovation prize will have a measurable and tangible impact on Alaska's rural businesses.

The City of Homer looks forward to partnering with the Alaska SBDC on this program to help grow businesses and opportunities in rural Alaska.

Sincerely,

Bryan Zak, Mayor
City of Homer



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

May 30, 2018

Homer Soil & Water Conservation District

4014 Lake Street, Suite 201A

delivered electronically

To Whom It May Concern,

The City of Homer is in support of Homer Soil & Water Conservation District's efforts to treat invasive species in the state right-of-way. The City of Homer appreciates that Homer Soil and Water will make every effort to limit the adverse effect of herbicides to the environment by working in conjunction with DOT and DEC utilizing the DOT Integrated Vegetation Management Plan. The City of Homer does not object to Homer Soil and Water applying a systemic broad-leaf selective herbicide to an area of less than 0.4 acres at the intersection of Skyline Drive and Katie Jean Circle. The target invasive is the plant *Vicia cracca* (bird vetch.) The City of Homer appreciates that this process will follow the proper guidelines including a 30 days public notice period, appropriate signage on site, and supervision by DEC and DOT staff.

Sincerely,

Katie Koester
City Manager

2018 HOMER CITY COUNCIL MEETINGS
ADVISORY COMMISSION/ BOARD ATTENDANCE

Commissions are invited to report to the City Council at the Council's regular meetings under Item 8. Announcements/Presentations/Borough Report/Commission Reports. This is the Commission's opportunity to give Council a brief update on their work. Generally the Commissioner who will be reporting will attend one of the two meetings for the month they are scheduled to attend.

The following Meeting Dates for City Council for 2018 is as follows:

January 8, 22	_____
February 12, 26	_____
March 12, 27	_____
April 9, 23	_____
May 14, 29	_____
June 11, 25	_____
July 23	_____
August 13, 27	_____
September 10, 24	_____
October 8, 22	_____
November 26	_____
December 10	_____

