

**NOTICE OF MEETING  
REGULAR MEETING AGENDA**

- 1. CALL TO ORDER, PLEDGE OF ALLEGIANCE 6:00 P.M.**
- 2. AGENDA APPROVAL**
- 3. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA** *(3 Minute Time Limit)*
- 4. RECONSIDERATION**
- 5. APPROVAL OF MINUTES**
  - A. Regular Meeting Minutes for September 11, 2018 **Page 3**
- 6. VISITORS/PRESENTATIONS** *(10 Minute Time Limit)*
- 7. REPORTS** *(5 Minute Time Limit)*
  - A. Marine Trades Association Report
  - B. Chamber Director Report
  - C. Pioneer Avenue Task Force Report
  - D. Staff Report – Jennifer Carroll, Special Projects & Communications Coordinator **Page 9**
- 8. PUBLIC HEARING**
- 9. PENDING BUSINESS**
  - A. Wayfinding/Streetscape Plan Proposal: Utilizing Local Expertise for Plan Deliverables **Page 15**
- 10. NEW BUSINESS**
- 11. INFORMATIONAL MATERIALS**
  - A. William Richardson EDC Appointment Letter **Page 19**
  - B. City Manager’s Report for September 24 & October 8, 2018 **Page 27**
  - C. Commissioner Attendance at City Council Meetings **Page 65**
- 12. COMMENTS OF THE AUDIENCE** *(3 Minute Time Limit)*
- 13. COMMENTS OF THE CITY STAFF**
- 14. COMMENTS OF THE COUNCIL MEMBER** *(if present)*
- 15. COMMENTS OF THE CHAIR**
- 16. COMMENTS OF THE COMMISSION**
- 17. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY, NOVEMBER 13, 2018 at 6:00 p.m.** in the City Hall Cowles Council Chambers located at City Hall, 491 E. Pioneer Avenue, Homer, Alaska.



Session 18-05 a Regular Meeting of the Economic Development Advisory Commission was called to order by Chair Karin Marks at 6:01 p.m. on September 11, 2018 at the Conference Room, City Hall located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

PRESENT: COMMISSIONERS MARKS, BROWN, AREVALO, EVANS, GUSTAFSON, JOHNSON  
COUNCILMEMBER SMITH (arrived at 7:20 p.m.)

STAFF: SPECIAL PROJECTS AND COMMUNICATION COORDINATOR CARROLL  
DEPUTY CITY CLERK TUSSEY

### **AGENDA APPROVAL**

Chair Marks requested a motion to approve the agenda.

GUSTAFSON/AREVALO MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

### **PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA**

### **RECONSIDERATION**

### **APPROVAL OF MINUTES**

A. Regular Meeting Minutes for August 14, 2018

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

EVANS/GUSTAFSON MOVED TO APPROVE THE MINUTES OF AUGUST 14, 2018.

There was no discussion.

VOTE. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

### **VISITORS**

### **REPORTS**

- A. Marine Trades Association Report
- B. Chamber Director Report
- C. Pioneer Avenue Task Force Report

D. Staff Report – Jennifer Carroll, Special Projects & Communications Coordinator

Chair Marks noted a brief status on each report.

Special Projects & Communications Coordinator Carroll shared a laydown item that provides a “Nuts & Bolts” description of what the Economic Development Advisory Commission does, to help the commissioners familiarize themselves with the process. It was briefly discussed that this information can later be incorporated into the commission’s bylaws when the City Clerk’s Office updates all commission/board bylaws. Ms. Carroll provided an update on the ASAP survey.

The commission discussed the following topics with Ms. Carroll:

- Kenai Peninsula Economic Development Tim Dillon’s presentation on Homer’s economic stats, specifically strong sales tax returns and housing market;
- Meetings with Tim Dillon and Port Director/Harbormaster Bryan Hawkins in regards to the harbor’s sling lift/barge haul-out CIP projects;
- City Council’s final decision on CIP project prioritization;
- Upcoming Economic Development forum, held by Mr. Dillon in Homer on January 9, 2019;
- HERC Task Force’s work and its relevance to the EDC.

Chair Marks noted that City Council and the HERC Task Force are holding a joint worksession on September 24, 2018 if any commissioners are interested in attending.

**PUBLIC HEARINGS**

**PENDING BUSINESS**

A. Wayfinding and Streetscape Plan Proposal

Chair Marks provided a brief overview of the commission’s work thus far, and referenced Special Projects & Communications Coordinator Carroll’s memo in the packet.

Ms. Carroll noted the following from her memo-report:

- “Take 2” of the wayfinding-streetscape plan proposal development: asking the commission if the draft she and Deputy City Planner Julie Engebretsen wrote captures the intent of the commission’s efforts;
- Outlining a Scope of Work for the EDC, and asking the commission to approve a scope of work that’s primarily pedestrian-orientated;
- Ways to save on consultant costs, doing items in-house, and determining how much the EDC plans to utilize local expertise to develop the plan’s building blocks;
- Signage designs and what is Homer-appropriate, and how much control over the design does EDC want or if it should just be determined by a designer.

Chair Marks continued explaining the memo-report and her opinion on how the commission should proceed with decision-making. The commission deliberated extensively over the report and what should be the next goal to focus on; commissioners provided their comments/concerns on scope of work topics such as:

- Realistic level of volunteerism the commission can rely on;



- Signage ordinance is an issue but not the focal point at this time;
- Difficulty of finding things in Homer for newcomers/visitors; not a clear “downtown” area
- Concerns on hiring outside consultants;
- Reiteration that the decision before the commission is to set the wayfinding scope of work, specifically to focus on pedestrians, before they bring in public and get council input;
- Utilizing technology, phone apps, or advocating for businesses to set up online information to better aid visitors;
- Reiteration that the EDC is the “local task force group”, comprised of local businesses and the chamber, that is making the decision to set the scope;
- Acknowledging that there are some vehicle-experience issues involved, but the emphasis of the scope of work should be the pedestrian experience (based on the Wayfinding Survey and Ms. Carroll’s report);
- Tasks that have already been identified: Defining the three areas (Spit, Downtown, Old Town) and doing an inventory of what signage already exists to determine what other signs are needed.

Chair Marks brought the commission back to defining a broad scope of work, suggesting an inclusion of utilizing technology to the general scope. The commission further deliberated how that can be incorporated. Chair Marks referenced Ms. Carroll’s memo-report for specific verbiage to make a motion.

MARKS/EVANS MOVED THAT THE ECONOMIC DEVELOPMENT ADVISORY COMMISSION PROPOSE DEVELOPING A WAYFINDING/STREETSCAPE PLAN WITH AN EMPHASIS ON:

- 1) PEDESTRIAN EXPERIENCE WITH CONTINUITY WITH VEHICLE SIGNAGE, PARTICULARLY AT HOMER GATEWAYS;
- 2) DESIGN THAT IS COHESIVE, BUT NOT NECESSARILY IDENTICAL, AND THAT ENHANCES AND REFLECTS THE DISTINCTIVE AND CREATIVE CHARACTER OF HOMER; AND
- 3) USE ALL ASPECTS OF TECHNOLOGICAL AND PHYSICAL WAYFINDING SIGNAGE AND TOOLS.

There was no further discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

There was brief discussion on the recent approval status of the City’s Comprehensive Plan, and components from the wayfinding survey being included in it.

Chair Marks voiced concerns about time restrictions and getting through all agenda items; it was agreed to continue the discussion on the Wayfinding and Streetscape Plan Proposal agenda item at the next meeting, and to move onto new business.

## **NEW BUSINESS**

- A. Identifying Next Action Item from BR&E Survey Report

Chair Marks introduced the next agenda topic and provided a brief summary of what the commission has done so far. She further clarified that the ease policy has already been updated on the City Council level, which leaves zoning options/permit process or sign ordinance for the commission to choose to address first. She then opened the floor for discussion.

Commissioner Gustafson questioned if there was too much overlapping with the Planning Department if EDC addressed zoning options/permit process and sign ordinances. Chair Marks pointed out that these issues were prioritized by local businesses, and that the role of EDC is to bring those businesses' concerns (from an economic standpoint) to other commissions/departments in an effort to solve the issues together. Commissioner Brown concurred, noting the business signage issue as an example. There was questions and discussion on the survey results on signage ordinance issues, and how the responses significantly varied. Ms. Carroll encouraged the commission to figure out what is problematic for businesses, and then make recommendations to Advisory Planning Commission for code amendments.

Councilmember Smith arrived at 7:20 p.m.

Chair Marks continued the discussion on how EDC collaborates with other commissions, voting on the three items in the survey's executive summary to narrow down on a next step, and how EDC can still work on the other issues in tandem to the primary one.

The commission extensively deliberated on identifying the next action item from the Business Retention and Expansion Survey, and honing down the public's complaints into specific regulatory barriers that the City can work with.

AREVALO/BROWN MOVED THAT THE NEXT TASK FOR THE ECONOMIC DEVELOPMENT ADVISORY COMMISSION WILL BE LOOKING INTO SIGNAGE ORDINANCE ISSUES.

There was no further discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

There was brief discussion on how much more time the commission should spend on this agenda item. Commissioner Evans shared that he will be here for the next meeting and so it was mutually agreed by the commission to continue the discussion at the October 9, 2018 meeting.

### **INFORMATIONAL ITEMS**

- A. City Manager's Report for August 27 & September 10, 2018
- B. Commissioner Attendance at City Council Meetings

Chair Marks read the informational item titles for the record. She reviewed the schedule for the upcoming City Council meetings, and encouraged the other commissioners to attend.

### **COMMENTS OF THE AUDIENCE**

### **COMMENTS OF CITY STAFF**

Deputy City Clerk Tussey requested clarification on when the commission wanted to revisit the agenda item regarding Vice-Chair voting. Chair Marks noted that there may be an additional member joining the EDC at the next meeting so they will soon have a full commission. It was agreed to postpone the voting until the November 13<sup>th</sup> meeting during the annual chair/Vice-Chair elections, and that Chair duties will fall on the most senior member, Commissioner Gustafson, during Ms. Mark's absence at the October meeting.

Ms. Carroll shared that she will be out on leave the week before packet deadline, and reminded the commission to contact her beforehand with any packet materials they'd like to submit.

### **COMMENTS OF THE COUNCILMEMBER**

Councilmember Smith noted that since he is running uncontested in the upcoming City election, that he will continue serving as councilmember to the Economic Development Advisory Commission. He also suggested that after the commission has delved into sign ordinance issues, to invite a Planning/Zoning staff member to help facilitate the process.

### **COMMENTS OF THE CHAIR**

Chair Marks reiterated that she will be traveling and not attending the October meeting. Mr. Gustafson will oversee the duties of Chair.

### **COMMENTS OF THE COMMISSION**

Commissioners Gustafson and Brown had no comment.

Commissioner Evans opined on getting the Chamber of Commerce involved. The commission discussed initiating a conversation with the Chamber on what their organization has already accomplished in regards to wayfinding, and to eventually have them attend an EDC meeting or hold a joint worksession. It was agreed that Mr. Evans and Ms. Brown would attend the next Chamber's meeting, provide a report at the October 9<sup>th</sup> meeting, and then the commission can vote on how to proceed.

Commissioner Johnson introduced himself and provided his background summary, sharing what strengths he's able to bring to the commission.

Commissioner Arevalo gave a report on the Green Infrastructure Conference she had attended earlier that day. There was brief discussion on how the information can be incorporated into Homer. Ms. Arevalo further noted that all of the resources provided at the conference will be submitted to each attendee, and that she can share those results with whoever is interested.

### **ADJOURN**

There being no further business to come before the Commission, Chair Marks adjourned the meeting at 7:56 p.m. The next regular meeting is scheduled for Tuesday, October 9, 2018 at 6:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

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RACHEL TUSSEY, DEPUTY CITY CLERK I

Approved: \_\_\_\_\_



## **Memorandum**

TO: Economic Development Advisory Commission  
FROM: Jenny Carroll, Special Projects & Communications Coordinator  
DATE: October 3, 2018  
SUBJECT: Staff Report – Informational Items

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### **1. Background information for EDC Sign Ordinance Action Item**

Sign Ordinance is not on the October agenda. However, to assist you when you take up this next action item, I read through the responses given by 100 survey respondents and record here the six responses that had to do with the City's Sign Ordinance.

**Q: What recommendations do you have for improving the business climate or quality of life in Homer?**

A: We are not in the City so things are OK. But I here from Businesses in the City about how difficult it is to deal with the City. For example, Sign Ordinances etc.

A: Revising sign ordinance and tax incentives.

A: Signage. We need to be realistic, and helpful to businesses with their advertising, color of paint etc. The strict laws put into place on signage while keeping us "from not looking like the valley", in my opinion have kept us from having a vibrant active looking community.

A: City stop pushing businesses under it's thumb- & allow more signage. Allow business rentals to put up their own sign.

**Q: What specific City services, policies or programs do you think would improve your business operations and/or profitability?**

A: Change in City sign ordinance to allow more variability of signage as well as variances (need more than 150 square feet in some cases) **Follow-up on answer from personal interview:** One size fits all sign square foot restriction, even with multiple businesses in one building or multiple tenants on one lot is not flexible enough. Only 150 square feet of sign is allowed on a 55,000 square foot building.

I will arrange with the Planning Department for a Sign Ordinance presentation at a future EDC meeting.

## **2. KPEDD's 2018 Snapshot of Homer's Demographics & Business Activity**

In response to Commissioners requests, I am including the two page Homer summary from KPEDD. The folks at Kenai Peninsula Economic Development District annually publish ***Situations and Prospects***, a comprehensive review of the Kenai Peninsula's economy and demographics.

As part of that process, KPEDD's Executive Director, Tim Dillon, presents a summary of Homer to Homer City Council prior to it being published in the Situations & Prospects Report. The full Situations & Prospects Report will be coming soon to the KPEDD website: <https://kpedd.org/>.

You can also find other information there to help the business community network, learn, and grow.

## **3. Microloan Revolving Loan Update from AK Department of Commerce, Community and Economic Development**

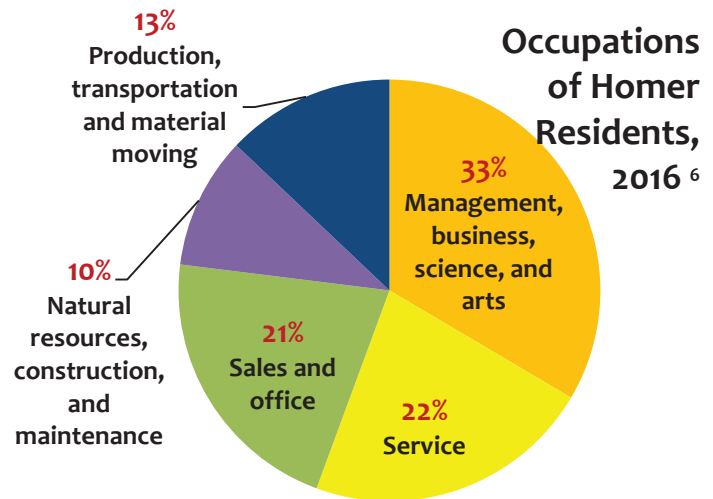
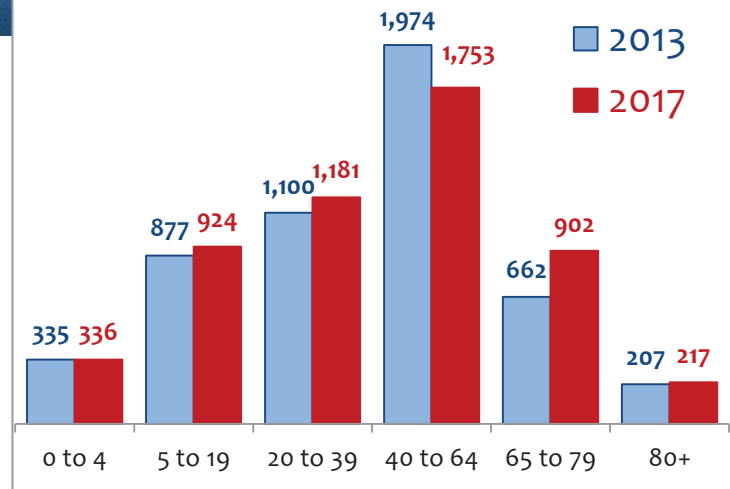
Several comments in the BR&E were about capital to assist small businesses get established or develop. As an informational item, please see attached a recent communication from the Alaska DCCED about the Microloan Revolving Loan program.



# Homer

Population		2017	2016
Population <sup>1</sup>		5,313	5,252
<b>Permanent Fund Dividends</b>			
(zip code 99603, which includes Homer, Halibut Cove, Kachemak, Fox River, Nanwalek, Port Graham, Fritz Creek, Diamond Ridge, Miller Landing) <sup>2</sup>		9,379	8,956
<b>PK-12<sup>th</sup> Grade School Enrollment (all borough schools in Homer, as of Oct 1) <sup>3</sup></b>		1,223	1,215
<b>Housing <sup>4</sup></b>			
Total Housing Units	±119	2,800	2,689
Occupied Housing Units	±98	2,149	2,090
Median Value of Owner-Occupied Units	±\$10,769	\$269,200	\$264,100
Median Monthly Gross Rent (For Renters)	±\$37	\$970	\$932
<b>Income <sup>5</sup></b>			
Total Households	±64	2,149	2,090
Median Household Income	±\$3,155	\$57,471	\$55,849
Mean Household Income	±\$4,400	\$75,193	\$74,523
Total Families	±119	1,316	1,254
Median Family Income	±\$7,841	\$74,904	\$75,000
Mean Family Income	±\$5,940	\$92,834	\$91,996
Per Capita Income	±\$2,200	\$31,899	\$30,664

City of Homer Population by Age Group ... 5 Years Shows Change <sup>10</sup>



## Homer...

- **Homer is a commercial fishing town.** Homer residents, who account for less than 1/10<sup>th</sup> of a percent of Alaska's population, harvested 8% of the commercial fish pounds hauled in by Alaskan residents in 2016. 476 Homer residents landed 78 million pounds of fish in Alaska and earned an estimated gross of \$66 million in 2016.<sup>9</sup>
- **Demand for houses in Homer was high in 2017.** In 2017, the average sales price of a home in Homer was \$269,389, up close to 10% from 2016. 78 homes sold with the help of an agent in Homer in 2017, that's 34 more than in 2016. The number of days on the market dropped from 276 to 156.<sup>7</sup>
- **Homer led in new home construction again.** The number of new homes constructed in peninsula cities dropped by 15% (from 103 in 2016 to 88) in 2017. However, over half of those built were in Homer including 51 new homes (one tri-plex, 2 duplexes, and the rest were single family).<sup>8</sup>



## GROSS BUSINESS SALES IN CITY OF HOMER

Business Type	2017	2016	2013	1-Year Change (2016-2017)		5-Year Change (2013-2017)	
<b>GRAND TOTAL</b>	<b>\$410,790,439</b>	<b>\$411,826,548</b>	<b>\$436,004,144</b>	<b>-\$1,036,109</b>	<b>0%</b>	<b>-\$25,213,705</b>	<b>-6%</b>
1. Retail Trade	\$154,635,479	\$154,208,738	\$162,592,958	\$426,741	0%	-\$7,957,479	-5%
2. Transportation, Warehousing	\$35,081,095	\$35,535,360	\$15,987,715	-\$454,265	-1%	\$19,093,380	119%
3. Construction Contracting	\$32,370,893	\$29,289,000	\$39,967,523	\$3,081,893	11%	-\$7,596,630	-19%
4. Services	\$28,821,102	\$25,547,463	\$24,813,277	\$3,273,639	13%	\$4,007,825	16%
5. Wholesale Trade	\$23,350,137	\$24,787,520	\$25,956,466	-\$1,437,383	-6%	-\$2,606,329	-10%
6. Restaurant/Bar	\$22,004,605	\$21,340,434	\$17,228,696	\$664,171	3%	\$4,775,909	28%
7. Hotel/Motel/B&B	\$17,596,065	\$17,609,323	\$14,419,305	-\$13,258	0%	\$3,176,760	22%
8. Utilities	\$14,987,997	\$13,829,523	\$49,357,700	\$1,158,474	8%	\$34,369,703	-70%
9. Rental Residential Prop	\$13,373,970	\$13,496,090	\$11,618,740	-\$122,120	-1%	\$1,755,230	15%
10. Manufacturing	\$13,075,052	\$5,494,729	\$7,660,387	\$7,580,323	138%	\$5,414,665	71%
11. Guiding Water	\$12,550,040	\$11,951,000	\$11,353,487	\$599,040	5%	\$1,196,553	11%
12. Public Admin	\$8,649,251	\$8,820,467	\$5,264,625	-\$171,216	-2%	\$3,384,626	64%
13. Prof, Scientific, Tech Svs	\$7,917,671	\$10,054,624	\$10,097,314	-\$2,136,953	-21%	-\$2,179,643	-22%
14. Health Care, Social Asst	\$5,290,158	\$4,477,232	\$5,376,320	\$812,926	18%	-\$86,162	-2%
15. Information	\$5,219,786	\$5,914,410	\$6,735,161	-\$694,624	-12%	-\$1,515,375	-22%
16. Admin, Waste Mgmt	\$3,356,225	\$18,576,000	\$17,430,482	-\$15,219,775	-82%	-\$14,074,257	-81%
17. Arts + Entertainment	\$2,256,642	\$1,529,000	\$1,237,686	\$727,642	48%	\$1,018,956	82%
18. Rental Self-storage + Mini-warehouses	\$2,084,258	\$2,568,431	\$2,659,297	-\$484,173	-19%	-\$575,039	-22%
19. Rental Comm. Prop	\$2,003,968	\$1,260,066	\$934,614	\$743,902	59%	\$1,069,354	114%
20. Telecommunications	\$1,747,914	\$1,666,679	\$1,676,915	\$81,235	5%	\$70,999	4%
21. Rental Non-Res. Prop	\$1,693,335	\$1,516,571	\$1,181,063	\$176,764	12%	\$512,272	43%
22. Rental Personal Prop	\$918,522	\$968,711	\$874,832	-\$50,189	-5%	\$43,690	5%
23. Ag, Forestry, Fishing, Hunt.	\$601,104	\$551,000	\$209,226	\$50,104	9%	\$391,878	187%
24. Educational Svs	\$469,503	\$282,000	\$273,694	\$187,503	66%	\$195,809	72%
25. Guiding Land	\$351,600	\$255,000	\$446,368	\$96,600	38%	-\$94,768	-21%
26. Remediation Svs	\$216,679	\$188,501	\$516,259	\$28,178	15%	-\$299,580	-58%
27. Finance + Insurance	\$127,298	\$108,000	\$98,911	\$19,298	18%	\$28,387	29%
28. Other	\$40,090						

Source: Kenai Peninsula Borough Finance Dept.

NOTES: Part of 2016-2017 increase in Arts & Entertainment, Services, and Educational Services due to 2017 code change that requires more nonprofits to report sales, also new businesses in Education Services; decline in Admin & Waste Mgmt due to business closures; in Professional & Scientific part of 2017 decline is due to a 2015-2016 sales jump that was linked to government construction jobs those years.

## CITY OF HOMER TAX INFORMATION, 2017 <sup>11</sup>

Year		2017	2016	2013
Sales Tax	Rate	City = 4.5% Borough = 3% Total in Homer = 7.5%		
	Tax Revenue to City (from city's 4.5%)	\$7,674,256	\$7,533,680	\$7,031,120
Property Tax	Rate	11.3 mill Total (includes 4.5 mill to boro + 4.5 mill to city + 2.3 mill to hospital)		
	Assessed Value (real + personal property)	\$759,641,672	\$699,797,998	\$644,259,434
	Assessed Value (oil + gas property)	12	\$4,384,620	\$0
	Tax Revenue to City	\$3,179,361	\$3,101,669	\$3,062,995





## MICROLOAN REVOLVING LOAN FUND UPDATE Date of Notice: September 6, 2018

The Division of Economic Development – Investments Section would like to inform you of recent legislative changes to the Microloan loan program. The purpose of the Microloan loan program is to promote economic development in Alaska by assisting small and micro businesses that may not have access to traditional financing to facilitate startup, expansion, and job creation throughout Alaska, with a specific policy emphasis on rural communities.

The changes to the existing loan program include the following:

- *Loan Term* – the maximum loan term is increased to 12 years (previously 6 years)
- *Interest Rate* – the interest rate calculation is increased to the prime rate + 2.0% (previously prime rate + 1.0%)
- *Minimum Interest Rate* - the minimum interest rate, also called the interest rate floor, is reduced to 4.0% (previously 6.0%)

The current interest rate for this program is at 6.0%. Interest rates for the Microloan loan program are reviewed and adjusted as necessary each quarter.

Applicants can use these funds for working capital, equipment, construction, or other commercial purposes. A reasonable amount of money from other non-state sources will be required. The maximum loan amount is \$35,000 to a person or up to \$70,000 to two or more persons. Loan requests above \$35,000 will require a letter of denial from a financial institution stating the reason(s) for denial, or confirmation that a loan from a financial institution is contingent on the applicant receive a loan from the Microloan fund.

Other program requirements, guidelines and eligibility are available on our website at:

<https://www.commerce.alaska.gov/web/ded/FIN.aspx>

If you have any questions please don't hesitate to contact one of our Loan Officers at (800) 478-5626 (toll free in Alaska) or call directly at (907) 465-2510.





## Memorandum

TO: Economic Development Advisory Commission

FROM: Jenny Carroll, Special Projects & Communications Coordinator

DATE: October 3, 2018

SUBJECT: Wayfinding-Streetscape Plan Proposal Development – Utilizing local expertise for plan deliverables

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This memo provides information to the EDC to help further the development of the Wayfinding-Streetscape Plan Proposal. Last month EDC agreed upon the project purpose and scope (provided at the end of this memo for your convenience and reference.)

Part of the proposal will be your recommendations for how to develop the plan. Often, plans are developed by consultants trained in this field and trained in techniques for engaging the public to help understand needs and craft the design aesthetics. The consultant typically provides project “deliverables” which ultimately includes a choice of design schemes to select from.

However, Commissioners have expressed a desire to work strategically to keep the cost of developing the plan down. One of the ideas mentioned was wanting to utilize local expertise to help develop the building blocks of the plan and/or plan deliverables.

This month’s meeting will take up the topic of utilizing local expertise for project deliverables.

I spent some time reviewing other wayfinding RFP’s and wayfinding plans to become familiar with what they contain and how they are generally developed to provide possible tasks/deliverables that could be undertaken locally.

### **Task 1: Inventory and Assessment**

- Conduct background research of related local studies/plans and ongoing efforts such as Homer’s Non-motorized Trail Plan, new trail development plans, etc.
- Inventory and map principal destinations/points of interest
- Identify preferred routes to and between principle destinations for various user groups and route decision points; are the routes on State or City roads?
- How are signs/streetscape elements in State ROW handled?
- Inventory and map existing wayfinding signs
- Identify areas where sign clutter is a concern

- Inventory current streetscape elements
- Map lands available for benches, pocket parks, trash receptacles
- Solicit plant list recommendations from gardening community-complete plant list?

### **Recommend Wayfinding Strategy / Design-type preferences**

- Review other municipal wayfinding designs and craft recommendations/options for ones that would be Homer-“appropriate” or for recommendations to form the basis of a RFP
- Review existing signage / branding systems of local sites and organizations
- Review existing streetscape elements in Homer
- Explore how other communities may have used creative place making, call for artists for sign making, decorative crosswalks, decorative hardscapes, design competition, etc. (along the lines of what Commissioner Arevalo suggested at an earlier discussion regarding wayfinding aesthetics and affordability.)

The tasks listed above require research, public outreach, refinement, product development and presentation back to a contractor to the City of Homer for review/input.

**Staff Recommendation: EDC review the questions below to help define the approach to the project you will be proposing. How much does the EDC plan to/have time to participate in a hands-on way and utilize local expertise to develop the plan’s building blocks, reference materials and/or deliverables?**

Answering these questions helps define the approach to the project you will be proposing – how the building blocks of the plan and/or the plan deliverables will be developed.

- How does the EDC envision this working? I encourage you to think realistically about your available time and the importance of public involvement in the process.
- Who would EDC work with to identify the “building blocks” for the Wayfinding-Streetscape Plan? Will you seek consultants willing to work in this manner? Are there consultants out there willing to work with a locally produced needs assessment or other products?
- Just within the EDC? Which items does the EDC have the time/capability/expertise to do?
- Through a Task Force? City Council will have to authorize a task force. It is formed by giving the Task Force specific deliverables on a time frame, then soliciting applications from community members, then appointing membership such that the Task Force contains relevant skill sets to be able to accomplish the goals.
- What staff involvement will there be? Staff time would have to be approved by Department Head. When taking costs into consideration, staff time is a project cost.

## *Wayfinding-Streetscape Plan Proposal Scope*

*The EDC proposes developing a Wayfinding/Streetscape Plan with an emphasis on*

- 1) Pedestrian experience with continuity with vehicle signage, particularly at Homer's gateways;*
- 2) Design that is cohesive, but not necessarily identical and that enhances and reflects the distinctive and creative character of Homer; and*
- 3) Using all aspects of technological and physical wayfinding signage and tools.*

### *Wayfinding Scope*

- 1) Assist pedestrians navigating Pioneer Avenue and to points of interest in the Central Business District*
- 2) Orientation wayfinding at Homer's gateways*
- 3) Making connections between Homer's destination areas (i.e. Old Town, the Spit, Farmer's Market, and others as identified and agreed upon.)*

### *Streetscape Scope*

- 1) Plan should propose realistic streetscape and public space improvement options along Pioneer Avenue and to points of interest within the Central Business District*
- 2) A strategic approach for implementation of any combination of the following possible elements:*
  - Accessibility*
  - Banners*
  - Bicycle amenities*
  - Landscaping (plant lists, use of gardens)*
  - Pedestrian rest stops and street furniture: bench locations for rest, for view*
  - Pedestrian crossings – safety and aesthetics, decorative hardscapes*
  - Trash cans*





## City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Office of the Mayor

491 East Pioneer Avenue  
Homer, Alaska 99603

[mayor@ci.homer.ak.us](mailto:mayor@ci.homer.ak.us)

(p) 907-235-3130

(f) 907-235-3143

September 25, 2018

William Richardson  
412 E. Pioneer Ave. Ste #2  
Homer, AK 99603

Dear Dr. Richardson,

Congratulations! Council confirmed/approved your appointment to the Economic Development Advisory Commission during their Regular Meeting of September 24, 2018, via Memorandum 18-104.

Included is the 2018 Public Official Conflict of Interest Disclosure Statement. Please complete this document and return it to the Clerk's office. This form will be retained in the Clerk's office. It is a public document and may be requested by any member of the public. In the event the Public Official Conflict of Interest Disclosure Statement is requested by a member of the public, you will be notified of the requestor's name.

Also included is the Code of Ethics as outlined in Homer City Code 1.18. This provides important guidelines in your role as a commissioner as to conduct and conflicts of interest. Also the Robert's Rules of Order handbook is enclosed to help you with the meeting protocol. The Commission Bylaws are included for your future reference.

Thank you for your willingness to serve the City of Homer on the Economic Development Advisory Commission. There certainly are exciting times ahead!

Your term will expire in 2021.

Cordially,

Donna Aderhold, Mayor Pro Tem

Enc: Memorandum 18-104  
Certificate of Appointment  
HCC 1.18 Conflicts of Interest, Partiality & Code of Ethics  
2018 Public Official Conflict of Interest Disclosure Statement  
Robert's Rules of Order handbook  
Commission Bylaws

Cc: Economic Development Advisory Commission







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Homer, Alaska 99603

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(p) 907-235-3130

(f) 907-235-3143

## Memorandum 18-104

TO: HOMER CITY COUNCIL  
FROM: DONNA ADERHOLD, MAYOR PRO TEMPORE  
DATE: SEPTEMBER 19, 2018  
SUBJECT: APPOINTMENT OF WILLIAM RICHARDSON TO THE ECONOMIC DEVELOPMENT  
ADVISORY COMMISSION

---

William Richardson is appointed to the Economic Development Advisory Commission to fill the seat vacated by Anna Rodriguez-Sansom. The term will expire in 2021.

#### RECOMMENDATION:

Confirm the appointment of William Richardson to the Economic Development Advisory Commission.

Fiscal Note: N/A



# City of Homer

Homer, Alaska

## Mayor's Certificate of Appointment

Greetings

Be It Known That

*William Richardson*

Has been appointed to

serve as

**“Commissioner”**

on the

**“Economic Development Advisory Commission”**

*This appointment is made because of your dedication to the cause of good government, your contributions to your community and your willingness to serve your fellow man.*

*In Witness whereof I hereunto set my hand  
this 25<sup>th</sup> day of September, 2018.*



Donna Aderhold, Mayor Pro Tem

Attest:

Melissa Jacobsen, MMC, City Clerk



Published on *City of Homer Alaska Official Website* (<https://www.cityofhomer-ak.gov>)

[Home](#) > [Application for Appointment to an Advisory Body](#) > [Webform results](#) > Application for Appointment to an Advisory Body

Submission information

Form: [Application for Appointment to an Advisory Body](#)  
Submitted by Visitor (not verified)  
Wednesday, September 5, 2018 - 3:10pm  
172.16.64.18

Applicant Information

**Name**

William E Richardson

**Physical Address**

412 E Pioneer Ave Ste #2 Homer AK 99603 work; Residence 1125 Kalalock Ct Homer AK 99603

**Mailing Address**

412 E Pioneer Ave Ste #2 Homer AK 99603

**Email**

akawer@horizonsatellite.com

**Phone**

9072995778

Please select the bodies you are interested in serving on

**Advisory Bodies**

Economic Development Advisory Commission 2nd Tuesday of the month at 6:00 p.m.

**I have been a resident of the city for**

Homer Oct 2008 to Nov 2014; Reside NZ 2015; Homer Jan 2016 to Present.

**I have been a resident of the area for**

See Above.

**Special Training & Education**

Dentist

**Prior Service**

None





## City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

Office of the City Manager

491 East Pioneer Avenue  
Homer, Alaska 99603

[citymanager@cityofhomer-ak.gov](mailto:citymanager@cityofhomer-ak.gov)

(p) 907-235-8121 x2222

(f) 907-235-3148

## Memorandum

TO: Mayor Zak and Homer City Council  
FROM: Katie Koester, City Manager  
DATE: September 20, 2018  
SUBJECT: September 24 City Manager Report

---

### **Project Manager Hired**

I am pleased to announce that the City has hired local Project Manager, Pat McNary for the Homer Police Station project. As a Project Manager for Jay-Brandt, Pat has 30 years of experience on construction projects in the City of Homer, including many community landmarks such as: Kachemak Bay Branch of the Kenai Peninsula College, the Homer Public Library and South Peninsula Hospital, to name a few. Pat was selected from a broad list of qualified candidates; the committee (consisting of myself, Chief Robl, Public Works Director Meyer and Human Resources Director Browning) interviewed 5 candidates over the course of many days. We were impressed not only with Pat's technical skills and experience, but his personality and the value he places on effective communication and believe he will fit well with the City's team. He has a strong background in cost estimating, which will serve the City well. Perhaps most important, Pat wants to be involved in this project that is such an important part of the City he calls home. I am confident Pat will represent the City of Homer well and make sure we get high quality and an honest price out of this project. Pat will begin October 1 and work part time through the design phase, increasing hours once construction begins on an as needed basis.

### **Visit with the Army Corps Headquarters**

On Thursday the 13<sup>th</sup> Port and Harbor Director Hawkins and I and Councilmember Erickson joined Army Corps of Engineer headquarters staff out of Honolulu and staff from the Anchorage meeting for a meeting on the Homer Port and Harbor Expansion project and tour of the Homer Port and Harbor. It was a productive meeting; Deputy Chief, of the Northwestern and Pacific Ocean Divisions-Regional Integration Team Steve Kopecky, was able to provide valuable insight on how the funding process works in Washington DC. We were given concrete advice to submit a letter of intent to put reinstating a feasibility study in the queue – a draft of which is attached. Headquarters commended the Planning Assistance to States grant as a great first step to form a foundation for the feasibility study. We will hold our first in person meeting on this study next week with an all-day meeting at the Port and Harbor with the local Anchorage Corps team. We received repeated comments from Headquarters staff about how robust and well-functioning our Port and Harbor is – especially for a small town. Not only does it point to our exceptional staff that runs a well-oiled machine, but also the importance of the Port and Harbor to the City of Homer as an economic engine.

### **Green Infrastructure Training**

Along with City Planner Abboud, Councilmember Aderhold and 2 members of the Planning Commission (Roberta Highland and Syverine Bentz), I attend a Green Infrastructure Training on September 11<sup>th</sup> hosted



by NOAA and Islands and Ocean Visitors Center. The training was well attended by a breadth of Peninsula residents who worked in or were interested in how to use green infrastructure to protect from damage from large storm events, erosion and slope instability. We heard from Alaska State Parks and work they have been doing to stabilize the bank at the Anchor Point using root balls. MatSu Borough presented on a culvert replacement project to remove barriers to salmon and the presenters from NOAA showed examples of living shorelines and other green infrastructure projects across the country. The City of Homer speaks to green infrastructure in the Comprehensive Plan and there are examples of green infrastructure in City projects from the rain garden at City Hall to the development rules places in the Bridge Creek Watershed district. The Planning Commission has discussed looking at ways City code can better promote/ remove barriers to green infrastructure project and I look forward to following their conversation.

### **Third Quarter Citizen Comment Card Summary**

Of the 11 cards we received, 7 were compliments to the City (64%!) and of those most were written by folks visiting Homer:

- 4 cards from visitors thanked Homer for hosting a great Pickleball Tournament, mentioned enjoying Homer's hospitality and commended Mike Illg.
- 2 cards from visitors complimented Homer on its wonderful library.
- 1 City of Homer resident thanked Public Works for cutting brush in the ROW on their road.

The City responded to two resident concerns: Public Works replaced a missing street sign and Finance answered a credit card billing inquiry.

We also received to two suggestions:

- One was from a visitor suggesting the City develop parking and access to beaches out East End Road. Communications Coordinator contacted the individual and explained extent of City limits and invited them to enjoy any of a number of access points to the beach in Homer.
- The other, advocating that City Council to protect the library's ability to share knowledge by not cutting its budget, was forwarded to City Council.
- Another patron suggested the Library to open Sundays from noon-5 pm and suggested reducing evening hours to compensate

### **Cyber Security in the City**

I have asked IT Manager Poolos to provide Council with an analysis of the recent Alaskan municipal cyber-attacks and what the City is doing to protect itself from such vulnerabilities.

There has been little actionable information made public about what happened in the Mat-Su and Valdez cybersecurity incidents this summer. The best public information has been Eric Wyatt's report to the Matanuska-Susitna Borough Assembly dated July 30,2018 (attached). From that report, the Mat-Su was infected by that a strain of malware known as Emotet. Emotet is a Trojan that primarily functions as downloader or dropper of other malware. In the Mat-Su incident the Emotet delivered credential stealing malware and the ransomware (Bitpaymer). The initial Emotet infection most likely occurred through an email containing malicious attachments or links that used branding and content to trick the user into opening the attachment or following the hyperlink. This is commonly called a Phishing Attack. The credential stealing malware would have then harvested other network credentials that would be used to gain deeper access into the network and servers.

The City of Homer protects itself against Phishing attacks by:



- 1) Using an external email security service to validate the sender, scan the email contents for intent and malware, and finally sandbox (isolate) the links in external emails before they are delivered to the City's email system.
- 2) Additionally the City rejects emails that contain URL Shortener links ( ie tinyurl.com and bit.ly) and certain attachment filenames that are known to be unsafe and have little to business need to be sent via email.
- 3) The City systems run an antivirus program that automatically updates malware signatures and software on City client and server computers. This antivirus system has additional protections against Ransomware outbreaks. These protections have been tuned for the City network and file access patterns, if activity outside of the norms is detected the antivirus software will sever the network connections and isolate the deviant system.
- 4) All City Employees have completed a basic Email Phishing course. This training will be refreshed annually, IT is evaluating options for a robust Phishing test and report. Council will be asked to take the same short online course, as your email is also a potential entry point into the City system.
- 5) The City runs a robust structure of multiple backup strategies both online and offline. This will prevent a total loss of City data, in the event the steps 1 through 4 fail.

### **Ribbon Cutting on Greatland**

Paving on the Greatland Extension was completed late Tuesday night and striping will occur between the writing of this report and meeting time. Let's celebrate with a ribbon cutting! Tuesday the 25<sup>th</sup> at 4pm gather at Greatland and Pioneer for a short ribbon cutting and ceremony.

Enc:  
Letter of Intent to Army Corps of Engineers  
Citizen Comment Card for 3<sup>rd</sup> Quarter  
IT Status Update July 30 by MatSu Borough IT Director Eric Wyatt  
CERT Training Class Flyer  
Thank you Letter from KHLT  
Letters dated September 4 and August 20 from Army Corps: National Historic Preservation Act compliance for the Pebble Project  
Email re: Public Review Draft of Kachemak Bay State Park and Kachemak Bay State Wilderness Park Management Plan





DEPARTMENT OF THE ARMY  
ALASKA DISTRICT, U.S. ARMY CORPS OF ENGINEERS  
REGULATORY DIVISION  
P.O. BOX 6898  
JBER, AK 99506-0898

September 4, 2018

Bryan Zak  
City of Homer  
2525 Sterling Hwy  
Homer, Alaska 99603

Subject: National Historic Preservation Act Compliance for the Pebble Project

Dear Mayor Bryan Zak,

In a letter dated August 20, 2018, U.S. Army Corps of Engineers (USACE), Alaska District, invited your government, City of Homer, to be a Consulting Party under Section 106 of the National Historic Preservation Act (NHPA). The intent of this letter is to provide you with further information on the Section 106 process, as well as a list of the other agencies, local governments, Tribes, or other parties that have been invited to be Consulting Parties.

Section 106 of the NHPA requires Federal agencies, including the USACE, to identify historic properties and resolve adverse effects to historic properties that may be affected by an undertaking. Historic properties are those properties of historic importance to any person or group, which are listed on, or eligible for listing on, the National Register of Historic Places. The undertaking is the activity which requires Federal authorization. In this case, the undertaking includes the activities that require authorization from the USACE, from the Department of the Interior's Bureau of Safety and Environmental Enforcement, and from the United States Coast Guard.

One of the first steps in the Section 106 process is to identify Consulting Parties. Consulting Parties are those agencies, Tribes, representatives of local governments, or other parties, who have a consultative role to play in the Section 106 process. Consulting Parties assist in the identification of potential historic properties; in assessing potential effects to historic properties; and in developing measures to avoid, minimize or resolve adverse effects to historic properties. Representatives of local governments which have jurisdiction over the area in which the effects of the undertaking may occur are entitled to participate as a Consulting Party.

In our August 20, 2018 letter, we inadvertently omitted the list of other potential Consulting Parties. Please find the referenced list enclosed. If you know of any other

organizations that may have knowledge of cultural resources potentially affected by the proposed Pebble Project, please let us know.

If your government has jurisdiction over the area in which the effects of the undertaking may occur and is interested in participating in the Section 106 process for the proposed Pebble Project, please reply on your organization's letterhead to the address at the top of this letter, or via email to [poaspecialprojects@usace.army.mil](mailto:poaspecialprojects@usace.army.mil). We request your response by September 20, 2018.

If you have any questions, you can contact Shane McCoy, Program Manager, via telephone at (907) 753-2715, or by email at [poaspecialprojects@usace.army.mil](mailto:poaspecialprojects@usace.army.mil). You may also contact Katie McCafferty, Project Manager at (907) 753-2692, or by email at [poaspecialprojects@usace.army.mil](mailto:poaspecialprojects@usace.army.mil).

Thank you for providing a response to this invitation.

Sincerely,



Shane McCoy  
Program Manager

Enclosure

**Attachment: List of Organizations Recieving this Letter**

Type	Organization	Contact	Title
Borough	Kenai Penninsula Borough	Charlie Pierce	Mayor
Borough	Lake and Penninsula Borough	Glen Alsworth Sr.	Mayor
City	City of Aleknagik	Kay Andrews	Mayor
City	City of Chignik	Richard J. Sharpe	Mayor
City	City of Clarks Point	Joseph Wassily	Mayor
City	City of Egegik	Scoui Deigh	Mayor
City	City of Ekwok		
City	City of Manokotak	Melvin Andrew	Mayor
City	City of New Stuyahok	Justin Askoak	Mayor
City	City of Newhalen	Susanna Wassillie	Mayor
City	City of Nondalton	Joanna Trefon	Mayor
City	City of Pilot Point	Janice Ball	Mayor
City	City of Port Heiden	Jeffrey Orloff	Mayor
City	City of Togiak	Anna May Kasak	Mayor
City	City of Dillingham	Alice Ruby	Mayor
City	City of Homer	Bryan Zak	Mayor
City	City of Kenai	Brian Gabriel	Mayor
City	City of Soldotna	Nels Anderson	Mayor
Federal	Advisory Council on Historic Preservation	John Eddins	
Federal	Bureau of Indian Affairs, Alaska Regional Office		
Federal	Bureau of Ocean Energy Management Office	John Callahan	
Federal	Bureau of Safety & Environmental Enforcement	Kevin Pendergast	
Federal	National Park Service Alaska Regional Office	Joan Kluwe	
Federal	Pipeline & Hazardous Materials Safety Admin	Chris Hoidal	Director
Federal	United States Coast Guard	David Seris	
NGO	Alaska Association of Historic Preservation	Anne E. Pollnow	President
Organization	Alaska Historical Society	Averil Lerman	President
Organization	Alutiiq Museum		
Organization	Bristol Bay Native Association	Fred T. Angasan	Chairman
Organization	Center for Alaskan Coastal Studies		
Organization	Cooper Landing Historical Society		
Organization	Kasilof Regional Historical Assoc.		
Organization	Kenai Historical Society		
Organization	Pebble Liimited Partnership	James Fueg	Vice President
Organization	Pratt Museum	Laurie Stuart	Executive Director
Organization	Soldotna Historical Society		
Organization	United Tribes of Bristol Bay	Robert Heyano	President
Regional Corporation	Bristol Bay Native Corporation	Jason Metrokin	President and CEO
Regional Corporation	Chugach Alaska Corporation	Gabriel Kompkoff	CEO
Regional Corporation	Cook Inlet Region, Inc.	CEO Sophie Minich	CEO
State	Alaska Department of Fish and Game	Sherry Wright	Southcentral Regional Coordinator
State	Alaska Department of Natural Resources	Kyle Moselle	
State	Alaska Office of History and Archaeology	Judith Bittner	State Historic Preservation Officer
Tribe	Aleknagik Traditional Council	Margie Aloysius	President
Tribe	Chignik Bay Tribal Council	Roderick Carlson	President
Tribe	Chignik Lagoon Village Council	Clemnes Grunert	President
Tribe	Chignik Lake Traditional Council	John Lind	President
Tribe	Clarks Point Village Council	Betty Gardiner	President
Tribe	Curyung Tribal Council	Thomas Tilden	First Chief
Tribe	Egegik Village Council	Ben Shernikoff	First Chief
Tribe	Ekuk Village Council	Robert Heyano	President
Tribe	Ekwok Village Council	Luki Akelkok, Sr.	President
Tribe	Igiugig Village Council	AlexAnna Salmon	President



**Attachment: List of Organizations Recieving this Letter**

Type	Organization	Contact	Title
Tribe	Iliamna Village Council	Thomas Hedlund	President
Tribe	Ivanof Bay Tribal Council	Edgar Shangin	President
Tribe	King Salmon Tribal Council	Ralph Angasan, Sr.	President
Tribe	Kokhanok Village Council	Peducia Andrew	President
Tribe	Levelock Village Council	Alexander Tallekpale	President
Tribe	Manokotak Village Council	Melissa Paul	President
Tribe	Naknek Native Village Council	Patricia DeSoto	President
Tribe	Nanwalek IRA Council	John Kvasnikoff	First Chief
Tribe	Native Tribe of Kanatak	Henry Forshey	President
Tribe	Native Village of Perryville	Gerald Kosbruk	President
Tribe	New Koliganek Village Council	Herman Nelson, Sr.	President
Tribe	New Stuyahok Traditional Council	Wassillie Gust Sr.	President
Tribe	Newhalen Tribal Council	Henry Olympic	President
Tribe	Ninilchik Traditional Council	R. Greg Encelewski	President
Tribe	Nondalton Tribal Council	George Alexie	Vice President
Tribe	Pedro Bay Village Council	Keith Jensen	President
Tribe	Pilot Point Tribal Council	Sohphie Abyo	President
Tribe	Port Graham Tribal Council	Patrick Norman	First Chief
Tribe	Port Heiden Village Council	John Christensen	President
Tribe	Portage Creek Village Council	Sophie Snow	Vice President
Tribe	Seldovia Village Tribal Council	Crystal Collier	President
Tribe	South Naknek Village Council	Donald F. Nielsen	President
Tribe	Traditional Council of Togiak	Jimmy Coopchiak	President
Tribe	Twin Hills Village Council	John W. Sharp	President
Tribe	Ugashik Traditional Council	Fred Matsuno	President
Village Corporation	Akhiok-Kaguyak, Incorporated	Becky Peratrovich	President
Village Corporation	Alaska Peninsula Corporation	Trefon Angasan Jr.	Chairman
Village Corporation	Aleknagik Natives Limited		
Village Corporation	Bay View Incorporated		
Village Corporation	Becharof Corporation		
Village Corporation	Chignik Lagoon Native Corporation		
Village Corporation	Chignik River, Limited		
Village Corporation	Choggiung Limited	Jack Savo Jr.	President
Village Corporation	Ekwok Natives Limited		
Village Corporation	Far West, Incorporated	Terry Don	Manager
Village Corporation	Igiugig Native Corporation		
Village Corporation	Iliamna Natives Limited	Lorene Anelon	President
Village Corporation	Kijik Corporation	Ventura Samaniego	President/CEO
Village Corporation	Koliganek Natives Limited		
Village Corporation	Levelock Natives Limited		
Village Corporation	Manokotak Natives Limited		
Village Corporation	Oceanside Native Corporation	Patrick Kosbruk	President
Village Corporation	Paug-Vik Incorporated	William Hill	President
Village Corporation	Pedro Bay Corporation	Rayn Aaberg	President/CEO
Village Corporation	Pilot Point Native Corporation		
Village Corporation	Saguyak, Incorporated		
Village Corporation	Stuyahok Limited		
Village Corporation	Tanalian Incorporated	Leon Alsworth	President
Village Corporation	Togiak Natives Limited		
Village Corporation	Twin Hills Native Corporation		

## INFORMATION SHEET ON SECTION 106 PROCESS

Section 106 of the National Historic Preservation Act (NHPA) requires Federal agencies, including the U.S. Army Corps of Engineers (Corps), to identify historic properties and resolve adverse effects to historic properties which may be affected by a proposed project. The Corps Regulatory Program implements Section 106 of the NHPA in accordance with [Appendix C of Chapter 33 of the Code of Federal Regulations, Part 325](#).

There are four stages of the 106 process:

1. Initiate the Section 106 Process
  - a. Establish the undertaking – the activity that requires Federal authorization
  - b. Identify the Consulting Parties – State Historic Preservation Officer (SHPO), Indian Tribes, Representatives of Local Governments, the Applicant, the Advisory Council on Historic Preservation (ACHP), and Organizations with a demonstrated interest in the project due to their legal relation to the undertaking or their concern with the project's impact on historic properties.
2. Identify Historic Properties
  - a. Determine the scope of the identification efforts
  - b. Identify historic properties through investigation
  - c. Determine eligibility for listing in the National Register of Historic Places
3. Assess Effects
  - a. Seek ways to avoid or reduce impacts to historic properties
4. Resolve Adverse Effects
  - a. Consult with SHPO and other consulting parties to seek resolution of effects
  - b. Development of a Programmatic Agreement and a Cultural Resources Management Plan

### Role of Tribes:

- Advise the Corps on the identification and evaluation of historic properties, particularly those historic properties to which a Tribe attaches religious or cultural significance;
- Provide views on the undertaking's effects on the historic properties; and
- Participate in the process to resolve any adverse effects to historic properties that may result from the undertaking.

### Next Steps for your Tribe:

- Respond in writing to [poaspecialprojects@usace.army.mil](mailto:poaspecialprojects@usace.army.mil) or by mail to indicate that your Tribe wishes to participate as a Consulting Party
- Plan on participating in the first meeting, which is planned for October

### For more information on:

- Eligibility Criteria for Historic Properties, you can see National Register Bulletin 15, How to Apply the National Register Criteria for Evaluation, at <https://www.nps.gov/nr/publications/bulletins/nrb15/>
- Advisory Council for Historic Preservation, please see their website at <https://www.achp.gov/>







## City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Office of the City Manager

491 East Pioneer Avenue  
Homer, Alaska 99603

[citymanager@cityofhomer-ak.gov](mailto:citymanager@cityofhomer-ak.gov)

(p) 907-235-8121 x2222

(f) 907-235-3148

September 24, 2018

Alaska District Corps of Engineers  
ATTN: CEPOA-PM-C, Mr. Bruce Sexauer  
2204 3rd Street (Bldg 2204)  
JBER, AK 99506-1518

Re: Homer Port and Harbor: New Large Vessel Moorage Facility

Dear Mr. Sexauer,

Please accept this letter as a formal request from the City of Homer to resume work with the Corps of Engineers on a Navigational Improvement Feasibility Study to dredge and build a new large vessel moorage facility at Homer's Port & Harbor.

Homer's Port & Harbor is a regional port, serving the needs of commercial vessels operating across southcentral and western Alaska in the maritime industrial, marine transportation and commercial fishing industries. Over time, demand has outgrown Homer harbor's ability to safely and efficiently serve this fleet. Certain sizes of commercial vessels can't access the port and harbor due to depth limits and configuration of the harbor entrance. Those that can find harbor moorage at capacity. Homer annually turns large vessels away that are seeking moorage in our small boat harbor due to their overall size, draft, or that fact that our systems are working beyond capacity and we simply lack the space.

The City has identified a new large vessel harbor as its highest priority capital project to (1) meet the current and future need of our large vessel fleet, (2) address overcrowding and associated navigational safety concerns and high maintenance costs in Homer's small boat harbor, and (3) support emerging regional and national economic opportunities such as Cook Inlet the Cook Inlet Oil & Gas industry, a possible LNG export plant in Nikiski, and the opening of the Arctic for transportation and resource development.

High demand combined with favorable changes in cost drivers (new local sources of more competitively priced building materials and an in-water option for disposal of dredge material) prompted the City and Corps to continue the general investigation from 2009 utilizing a Section 22 Planning Assistance to States Program grant.

We understand that after a positive Section 905(b) Analysis and the development of a Project Management Plan, the City will be asked to enter into a Feasibility Cost Sharing Agreement (FCSA) with the Corps to share the costs of a feasibility-level study. The City is aware that the FCSA is cost-shared (50 percent Federal and 50 percent local funds), and that all of the local share can be in-kind services. This letter is a statement of intent, not a binding contract.

We further understand that preconstruction, engineering design and construction of any recommended plan carries a potential 80/20 cost share based on water depth.

I look forward to working with the Corps of Engineers on this important project. Thank you for your consideration of this request.

Sincerely,

CITY OF HOMER

Katie Koester, City Manager

**Customer Feedback Quarterly Report  
3rd Quarter, 2018**

**Customer Feedback Quarterly Report  
3rd Q 2018**

DATE	TYPE	CUST COMMENT	Response
Jun-30	Compliment	Played in Pickleball Tournament. It was GREAT. Hope it happens again next year.	Communications Coordinator shared compliment with Mike Ilig and called customer to thank her and tell her how to check for future information about a possible tournament next year.
Jun-30	Compliment	Two participants in the End of the Road Pickle Ball Tournament wrote to say they enjoyed their stay in Homer. Thanks to Parks & Rec for a fun tournament and they also enjoyed the local restaurants and stores.	Communications Coordinator forwarded to Mike Ilig for follow-up.
Jul-2	Compliment	Loved the pickleball tournament	Communications Coordinator forwarded to Mike Ilig for follow-up.
Jul-6	Concern	Street name sign at Soundview & Tajen blew off and is missing. Can it be replaced?	Concern reported to Public Works. Dan Gardener took care of it.
Jul-6	Compliment	What a beautiful, friendly little Library	
Jul-9	Compliment	Two participants in the End of the Road Pickle Ball Tournament wrote to say they loved our beautiful city and to personally commend Mike Ilig for his hard work and positive, forward vision.	Communications Coordinator forwarded to Mike Ilig for follow-up.
Jul-26	Suggestion	To City Council: Too many cities/boroughs are cutting library budgets. This is the worst possibility as the most sharing of knowledge is from libraries. Protect your library	Communications Coordinator forwarded message to City Clerk to distribute to Council
Aug-6	Concern	Payment amount on my Visa statement is more than the \$\$ on my bill.	Communications Coordinator forwarded concern to Finance who verified that the amount billed matched the amount paid.
Aug-8	Compliment	Thank you for cutting back weeds/brush in ditch on Mission Road	Card forwarded to Public Works
Aug-8	Suggestion	Visitor suggested the City create public parking and beach access to the beaches and Fox River Flats out East End Road.	Communications Coordinator contacted visitor and described City limits and beach access areas within the City limits.
Sep-8	Compliment	What a terrific library - from visitor from N.Y. State	
Sep-17	Suggestion	Open Library on Sundays from 12-5 pm. Reduce evening hours to compensate.	



# The MSB 2018 Virus Situation

As of July 30

By Eric Wyatt, IT Director, Matanuska-Susitna Borough

## The Attack

Information about the attack has been widely shared with other agencies to help them prepare and hopefully avoid a similar attack. These efforts have been greatly appreciated by these agencies.

This was a multi-pronged, multi-vectored attack. Not a single virus but more generally, **Malware**. Aspects include: Trojan Horse (Emotet), Worm, Crypto Locker (Ransomware (BitPaymer)), Time Bomb, Dead Man's Switch, External hacker logged in to our network, maybe more. This is an **Advanced Persistent Threat**.

This is also a '**Zero-day**' attack. Meaning, the anti-virus software does not yet have the virus definitions in their software to catch and remove this threat.

Most probable method of initial delivery is email with a hyperlink to an infected website and prompt to install an add-on or with an attachment with a macro. Users with local admin permissions are most at risk.

The FBI reports: Once the Trojan component is inside, it opens the door for the hacker and brings in the other viruses. Then it uses the user's Outlook contact list to send itself to other government looking addresses. The *From* address is most likely from someone you know and trust.

Once inside the virus/hackers work to gain Active Directory administrator access. They then 'own' the Domain controller, drop all internal security settings, logging, and auditing, which is then spread to all servers and workstations through normal Active Directory mechanisms. They then can easily crack all passwords and spread to all machines.

These viruses appear to be written in Microsoft Visual Studio (common developer's tool) and attack only Windows based machines.

This attacks appears to have been lying dormant and/or undiscovered within our network since as early as May 3<sup>rd</sup>.

During this time, data from any of our systems may have been compromised and sent outside of our network. We do not have evidence of this, but **we must work from the assumption that this was done**.

Everything we have seen matches the patterns the FBI has seen at multiple sites throughout the country. It also matches the situation in Valdez.

The FBI reports that the Trojan and Worm will lay dormant for 4 to 6 weeks and then the Crypto Locker component is frequently launched on a Friday. This happened in Valdez and there are reports that on Friday multiple other locations in Alaska and around the US were hit.

We started to pick up Trojan component of the attack on July 17<sup>th</sup> after an update of our anti-virus software (McAfee). This was only seen on Windows 7 machines. McAfee was then doing its job of detecting and deleting the Trojan, but continued to miss all other components. By the time the number of workstations affected rose to alarming levels, we had discovered the same issues on multiple servers. We developed a script to remove the discovered components that McAfee was leaving behind from all machines and planned to launch this on Monday evening, July 23<sup>rd</sup>. We also expired all user passwords to force password changes and changed passwords for all admin and service accounts.

This action, of attacking back, seemed to trigger the virus to launch the Crypto Locker component. This trigger may have been automated, a *Dead Man's Switch*, or there may have been a person manually monitoring activity and executed their Command and Control (C2) to launch the attack.

The Crypto Locker then began encrypting files on workstation and servers. Nearly all of the 500 workstations (both Windows 7 and Windows 10) and 120 of the 150 servers have been infected.

This encryption is portrayed as a *Ransomware* attack, however, its real purpose may be to cover the tracks of the other components. Files, logs, scheduled tasks, executables, and other evidence, if found, can point investigators to the people responsible for writing the viruses. Even the language the virus is written in can point to the country of origin. This scenario is supported by the fact that even when the ransom is paid, the decryption codes are never given. This would indicate that the attack's purpose is not based primarily on money from a particular victim, but to disrupt operations and potentially steal information that may lead to greater financial reward and more disruption from down stream victims.

At this point we notified the FBI and began to communicate with other affected and interested agencies. We also formed teams to deal with the containment, analysis, and recovery.

To date, many agencies, companies, and organizations have participated in or offered help for this effort at the Mat-Su Borough: MSBSD, FBI, GCSIT, MOA, Resource Data, Inc, Wostmann and Associates, 5 Star Team, ACS Communications, Structured, Threat Informants, City of Valdez, State of Alaska, Alaska USA, Denali FCU, Mat Valley Credit Union, State Farm Insurance, ATS, Cisco, FBNSB, Dell, Commvault, Deeptree.

The external connection to the Internet was completely disconnected. Servers were first disconnected from one another and then completely shutdown. All work stations have been disconnected, shutdown and collected.

## Current Condition

The External web site was not affected and remains active.

Almost all Windows based production servers have been encrypted, this includes our domain, email (Exchange), Govern, Logos, TRIM, SharePoint (intranet and eCommerce), GIS, SQL databases, S:\ drive files shares ( L:\, M:\, P:\ ) and even our backup and Disaster Recovery (DR) servers.

The backup and DR servers had been engineered in a way that no known threats would affect. This new threat has always been considered a **Theoretical Exploit**. To date, neither our local



network engineering consultant nor the international vendors: Cisco, Dell, Commvault, that they represent have seen this exploit developed and used. Further, our backup and DR model uses a multi-tiered approach to data protection, which appears to have saved some portion of our data, even under this sophisticated attack.

The phone system (Mitel) was encrypted, we lost some functionality but most direct lines continued to work as long as the phone was powered on.

The door lock card swipe system (Lenel) has also been encrypted but will continue to function in the last known good condition.

Though it initially appeared that our data was a complete loss, we have recently recovered data from the shared drives, Logos, Govern, TRIM, GIS and more.

eMail (Exchange) does appear to be completely unrecoverable.

Email as of last Tuesday has been spooling on our external email filter device. We have stood up an external web based mail spooler with all of our matsugov.us mail addresses. We can send and receive emails with this. It is a bit of a clunky interface. See attached instructions for use. This mail will flow to the new Exchange server when ready.

The Mitel phone system server has been rebuilt, we have recovered the data (configuration) and should have working phones on desktops Monday in DSJ and some remote sites. We have teams to continue to work phones at the remote sites.

We have about 110 workstations that have been cleaned and reimaged and are ready for placement. They are being processed according to the priority list. A copy of the infected data on the hard drive is being kept for potential data recovery and FBI investigation. These machines will be placed on a 'Green' network, meaning it is clean with no infected computers. They will be part of a workgroup, not a domain. This will come later this week or next. They have MS Office application and internet access. Clean data requests will be filled on these machines as soon as possible. They are being placed in DSJ and remote sites along with the phones as described above.

My Property on the external website has been restored with static data.

Logos has been restored on an external web service with 1 year old data. Current Logos data looks to be recoverable on the DR server.

Govern data has been restored to an external web service that is 1 month old. Current Govern data looks to be recoverable on the DR server.

The MSB domain was rebuilt Sunday.

Portions of the network have been redesigned and augmented to deal with this new and emerging threat by adding technique and software that is newly available.

Virus files have been set to McAfee so they can add functionality to our AV software to prevent further attack. We are awaiting the reply.

Computers and images have been given to the FBI for analysis. Also, all encrypted and other server and workstation files and images are being saved for the FBI.

Critical GIS data has been saved offline and can be restored to rebuilt systems. Maps, MXDs, parcel fabric, etc.

## Going Forward

Additional desktop workstations will be reimaged and placed on desks at a rate of 38 per day or more (10 more days)

Workstations will be added to the MSB domain starting this week.

The Exchange email server will be built early this week. Workstations added to the domain can then use Outlook for e-mail and calendaring. Old email will probably not be available but functionality will be restored.

Work on damaged DR servers continues, functionality is coming back, and there is optimism for the recovery of additional data.

New, more secure servers will be created and enterprise systems will be rebuilt and hopefully will have data restored. Govern, Logos, GIS, SharePoint, TRIM, MPulse, iSupport, etc. This can easily take 2 or 3 more weeks.

Policies and procedures will be implemented in the Borough to reduce the risk of further infection and reduce the spread of infection should any other systems be hit.

User education training will be conducted on a periodic basis to help users avoid threats.

Encrypted data will be stored for months or years in hopes that the FBI will recover the decryption keys.

We will continue to participate in information sharing meetings to help educate the community against further attack.

-end-

# CERT Training Class

*Learn how to take care of yourself and others in a disaster!*



CERT training is coming to Homer in October 2018! Join your neighbors and gain valuable skills to take care of yourselves and assist your community when disaster strikes.

The **Community Emergency Response Team (CERT)** program educates volunteers about disaster preparedness for the hazards that may impact their area and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. CERT offers a consistent approach to volunteer training and organization that professional responders can rely on during disaster situations, which allows them to focus on more complex tasks. Through CERT, the capabilities of the Kenai Peninsula Borough to prepare for, respond to and recover from disasters are enhanced. This program is even more important in the Kenai Peninsula Borough with our remote location and logistical challenges.



**For more information:**  
Contact Jade Gamble,  
262-2097 or [JGamble@kpb.us](mailto:JGamble@kpb.us)

## Homer October Training Class:

Mon 1;	6p-9p	Disaster Preparedness
Tues 2;	6p-9p	Fire/Utility Control
Thur 4;	6p-9p	Disaster Medical Part 1
Sat 6	9a-5p	Disaster Medical Part 2
Mon 8;	6p-9p	Disaster Psychology
Tues 9;	6p-9p	Terrorism and CERT
Thur 11;	6p-9p	Practice and Review
Sat 13:	9a-2p	Disaster Simulation

Sign up online at [www.kpb.us/emergency](http://www.kpb.us/emergency)

## Course Overview

The CERT Basic Course is delivered in the community by a team of qualified emergency management professionals and volunteers.

- **Disaster Preparedness:** Addresses hazards specific to the community. Materials cover actions that participants and their families take before, during and after a disaster as well as an overview of CERT and local laws governing volunteers.
- **Fire Suppression:** Covers fire chemistry, hazardous materials, fire hazards and fire suppression strategies. However, the thrust of this session is the safe use of fire extinguishers, controlling utilities and extinguishing a small fire.
- **Medical Operations Part I:** Participants practice diagnosing and treating airway obstruction, bleeding and shock by using simple triage and rapid treatment techniques.
- **Medical Operations Part II:** Covers evaluating patients by doing a head to toe assessment, establishing a medical treatment area and performing basic first aid.
- **Light Search and Rescue Operations:** Participants learn about search and rescue planning, size-up, search techniques, rescue techniques and rescuer safety.
- **Psychology and Team Organization:** Covers signs and symptoms that might be experienced by the disaster victim and workers, and addresses CERT organization and management.
- **Course Review and Disaster Simulation:** Participants review and practice the skills that they have learned during the previous sessions in a disaster activity.

Safety equipment (gloves, goggles, mask) and disaster supplies (bandages, flashlight, dressings) which will be provided during the training.



# KACHEMAK HERITAGE LAND TRUST



September 14, 2018

Mayor Bryan Zak  
Homer City Council  
491 E Pioneer Ave  
Homer, AK 99603-7624

Dear Bryan Zak & City Council Members,

Thank you for your recent contribution toward the Poopdeck Trail Design Project. Your check in the amount of \$4,000.00 (ck.# 092425) was received on August 27, 2018. This is such a wonderful project - we are pleased to be working together to increase accessibility in Homer.

Your support of our important conservation efforts is very much appreciated! Together, we make a difference.

Sincerely,

Marie McCarty  
Executive Director

*Thank you  
so much!*

Kachemak Heritage Land Trust is a 501(C)3 non-profit organization. Your contribution is tax-deductible to the extent allowed by law. No goods or services were provided in exchange for your generous gift.







**DEPARTMENT OF THE ARMY**  
ALASKA DISTRICT, U.S. ARMY CORPS OF ENGINEERS  
REGULATORY DIVISION  
P.O. BOX 6898  
JBER, AK 99506-0898

August 20, 2018

Mayor Brian Zak  
City of Homer  
2525 Sterling Hwy  
Homer, Alaska 99603

Subject: National Historic Preservation Act Compliance for the Pebble Project

Dear Mayor Zak,

The U.S. Army Corps of Engineers (USACE), Alaska District, has initiated the environmental permitting process for the proposed Pebble copper-gold-molybdenum mining project (Pebble Project). As the lead Federal Agency for the Pebble Project under the National Environmental Policy Act (NEPA), the National Historic Preservation Act (NHPA), and other federal laws, the USACE is also evaluating Pebble Limited Partnership's (PLP) permit application under Section 404 of the Clean Water Act and Section 10 of the Rivers and Harbors Act of 1899. The proposed project includes in part an open-pit mine located in southwest Alaska near Iliamna Lake, an 85-mile transportation corridor from the mine site to a year-round port site located on Cook Inlet near the mouth of Amakdedori Creek, and a 178-mile gas pipeline from the Kenai Peninsula across Cook Inlet to the Project site.

The intent of this letter is to initiate the USACE's role as the lead Federal Agency pursuant to Section 106 of the NHPA, §36 CFR Part 800.3(f)(2), §33 CFR Part 325 (Appendix C), and subsequent revised interim guidance for implementing Appendix C (2005, 2007, and 2009). Under these laws, the USACE invites your participation as a consulting party to the Section 106 process. As a component of compliance with these regulations, the USACE is responsible for consulting with the State Historic Preservation Officer (SHPO), the Advisory Council on Historic Preservation, and local governments, the public, the applicant, federally recognized tribes, Alaska Native Corporations (ANCs) as defined in section 3 of the Alaska Native Claims Settlement Act (43 U.S.C. 1602) that may attach religious and cultural significance to historic properties, and additional parties or organizations that have a demonstrated interest in the undertaking (36 CFR Part 800.2(c)(5)). Historic properties include historic sites, pre-contact archaeological sites, and traditional cultural properties which are listed or eligible for listing in the National Register of Historic Places. The USACE is also

planning to develop a Programmatic Agreement in accordance with §36 CFR Part 800.14(b) for the proposed project.

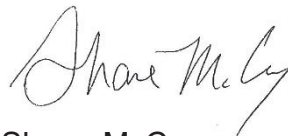
A list of organizations receiving this letter is attached for your reference. If you know of any other organizations that may have knowledge of cultural resources potentially affected by the proposed Pebble Project, please let us know.

The USACE is planning to host informational meetings or teleconferences to begin the dialogue with the SHPO and consulting parties regarding the Section 106 process and the development of a Programmatic Agreement as it relates to the proposed Pebble Project. These meetings and teleconferences have not yet been scheduled, but we anticipate that they will be held in Fall 2018. Additional information will be sent as soon as dates and times have been established.

If your organization is interested in participating in the Section 106 process for the proposed Pebble Project, please reply within 30 days of the date of this letter to the address at the top of this letter, or via email to [poaspecialprojects@usace.army.mil](mailto:poaspecialprojects@usace.army.mil). If you have any questions, you can contact Shane McCoy, Program Manager, via telephone at (907) 753-2715, or by email at [poaspecialprojects@usace.army.mil](mailto:poaspecialprojects@usace.army.mil). You may also contact Katie McCafferty, Assistant Project Manager at (907) 753-2692, or by email at [poaspecialprojects@usace.army.mil](mailto:poaspecialprojects@usace.army.mil).

Thank you for providing a response to this invitation, and we look forward to your participation in the Section 106 process.

Sincerely,

A handwritten signature in cursive script that reads "Shane McCoy".

Shane McCoy  
Program Manager

CC:

Judith E. Bittner  
State Historic Preservation Officer  
State of Alaska, Office of History and Archaeology  
550 W. 7th Avenue, Suite 1310  
Anchorage, Alaska 99501-3565  
[judy.bittner@alaska.gov](mailto:judy.bittner@alaska.gov)



**From:** Booth, Ruth A (DNR)  
**To:** [Alvarez, Monica M \(DNR\)](#)  
**Cc:** [Earl, Rob E \(DNR\)](#); [Keough, Ray J \(DNR\)](#)  
**Subject:** Public Review Draft of Kachemak Bay State Park and Kachemak Bay State Wilderness Park Management Plan  
**Date:** Wednesday, September 19, 2018 2:43:44 PM

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The Department of Natural Resources has released the Public Review Draft (PRD) of the Kachemak Bay State Park and Kachemak Bay State Wilderness Park Management Plan for public review and comment. The PRD provides management guidance and facility recommendations for the park areas and includes guidance for Diamond Creek State Recreation Site, Eveline State Recreation Site and Overlook Park State Recreation Site as well. Much has happened since the last management plan was adopted in 1995. Changes in community infrastructure, economic trends, and ecotourism have resulted in increased use of the park and raised land use concerns. The goal of this plan revision is to address changing patterns in recreational use, address management issues and update recommendations for facility development. Additionally, a trail management plan that provides trail sustainability recommendations, trail design and management criteria for the park areas is also included for review.

Your written comments are encouraged during the public comment period. To facilitate your review of the PRD, reference copies in print format are available at the Homer public library and the Islands and Oceans Visitor Center. The PRD is also available on DVD by request and online at: <http://dnr.alaska.gov/parks/plans/kbay/kbayplan.htm> **To receive full consideration, comments must be received no later than October 19, 2018.** Comments can be submitted by mail, fax or email to:

Kachemak Bay State Planning  
550 West 7th Ave., Suite 1050  
Anchorage, AK 99501  
Fax: (907)269-8915  
Email: [monica.alvarez@alaska.gov](mailto:monica.alvarez@alaska.gov)







# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

Office of the City Manager

491 East Pioneer Avenue  
Homer, Alaska 99603

[citymanager@cityofhomer-ak.gov](mailto: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: October 3, 2018  
SUBJECT: October 9 City Manager's Report

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### **Pacific Coast Congress of Harbormasters and Port Managers Conference**

In September the Homer Port and Harbor hosted the Pacific Coast Conference of Harbormaster's and Port Managers. The Port and Harbor did an excellent job showing the distinguished guests from all over the West Coast our working Port and Harbor. On September 13<sup>th</sup> at the awards banquet the City Homer Port and Harbor was presented with the Environmental Stewardship Award from the Pacific Coast Congress of Harbormasters & Port Managers. I am proud of the City of Homer and the Port and Harbor staff for their recognition that as the gateway to natural resources and great beauty we have a unique obligation to not only care for the environment in our everyday practices at the Port, but share that sense of stewardship and appreciation with customers. (See image of Port and Harbor Staff receiving award attached).

### **Planning Assistance to States Launch**

On Tuesday September 25 Port and Harbor Director Hawkins and I spent the day with Army Corps of Engineers launching the Planning Assistance to States grant to analyze whether or not to reopen the General Investigation Study of the Large Vessel Harbor. I call this the study of the study. We were visited by Project Manager Dan Allard, Economists Eric Johnson and Eva Sala and Planner Jan Deick. The morning was spent talking through the project, the variables that have changed since 2009 and trying to develop a good understanding of exactly what the Corps is looking for. It is important for us to be able to speak the right language that hits all the right buttons. This includes focusing on national relevance, reducing transportation time, and increasing efficiency all with a focus on commercial activity. Avoiding wear and tear on the existing floats (by rafting large vessels sometimes 4 abreast, for example) is another benefit of a new harbor - we have a good story to tell. The Corps is looking at a 50 year time frame for a benefit analysis, interesting to ponder considering the existing small boat harbor was constructed over 50 years ago. Providing the Corps with all the information to form their analysis will be the focus of the next few months for both Port staff and my office.

Over lunch key stakeholders joined the group including the President of the Marine Trades Association, Kate Mitchel, Eliana Spraker from US Senator Dan Sullivan's office, Teri Robl with Senator Gary Stevens and Mayor Pro Tem Aderhold so the Corps could hear from different sectors of the community regarding the importance and impact of this project. Part of the push for the next few months will be collecting concrete letters of support from these stakeholders and the fleet that

is expected to use the new facility in order for the Corps to calculate the economic benefit of the project.

**Greatland Ribbon Cutting**

Thank you for showing up to celebrate the opening of Greatland on Tuesday the 25th. It was a sunny day and nice to take a moment and reflect on a project completed. One detail of the project remaining is the street lights. Those should be installed in the next few weeks and turned on by HEA by the end of the month.

Enc:

October Employee Anniversaries

Letter of support for Kachemak Water Trail Recreational Trails Grant for 16.8 mile East End Road

Image of Port and Harbor Staff accepting Environmental Stewardship Aware from Pacific Coast Conference of Harbormaster's and Port Managers President.

Thank you letter from Hospice of Homer



# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Office of the City Manager

491 East Pioneer Avenue  
Homer, Alaska 99603

[citymanager@cityofhomer-ak.gov](mailto:citymanager@cityofhomer-ak.gov)

(p) 907-235-8121 x2222

(f) 907-235-3148

## Memorandum

TO: MAYOR ZAK AND CITY COUNCIL  
FROM: Katie Koester  
DATE: October 8, 2018  
SUBJECT: October Employee Anniversaries

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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.

<b>Richard Klopp,</b>	<b>Public Works</b>	<b>16</b>	<b>Years</b>
<b>Claudia Haines,</b>	<b>Library</b>	<b>8</b>	<b>Years</b>
<b>Brad Somers,</b>	<b>Port</b>	<b>7</b>	<b>Years</b>
<b>Paul Raymond,</b>	<b>Public Works</b>	<b>5</b>	<b>Years</b>
<b>Kim Gilbert,</b>	<b>Finance</b>	<b>3</b>	<b>Years</b>
<b>Jed Frazier,</b>	<b>Police</b>	<b>2</b>	<b>Years</b>





# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

491 East Pioneer Avenue  
Homer, Alaska 99603

(p) 907-235-8121

(f) 907-235-3140

October 9, 2018

Darcy Harris  
Recreational Trails Program  
Department of Natural Resources  
550 W. 7<sup>th</sup> Avenue, Suite 380  
Anchorage, AK 99501

Re: Public Access and Parking for Kachemak Bay State Park

Ms. Harris,

I am writing to express the City of Homer's support for the Kachemak Bay State Park proposal/application submitted by the Kachemak Bay Water Trail organization.

The proposal provides public access to 2,500 acres of park lands that are located 16.8 miles east of Homer on East End Road. As proposed, a 400 foot long driveway will be built on a section line easement with a parking lot at the end. From the parking area, a 2,000 foot long non-motorized trail will be developed to improve access to recreational opportunities within Kachemak Bay State Park at the head of Kachemak Bay.

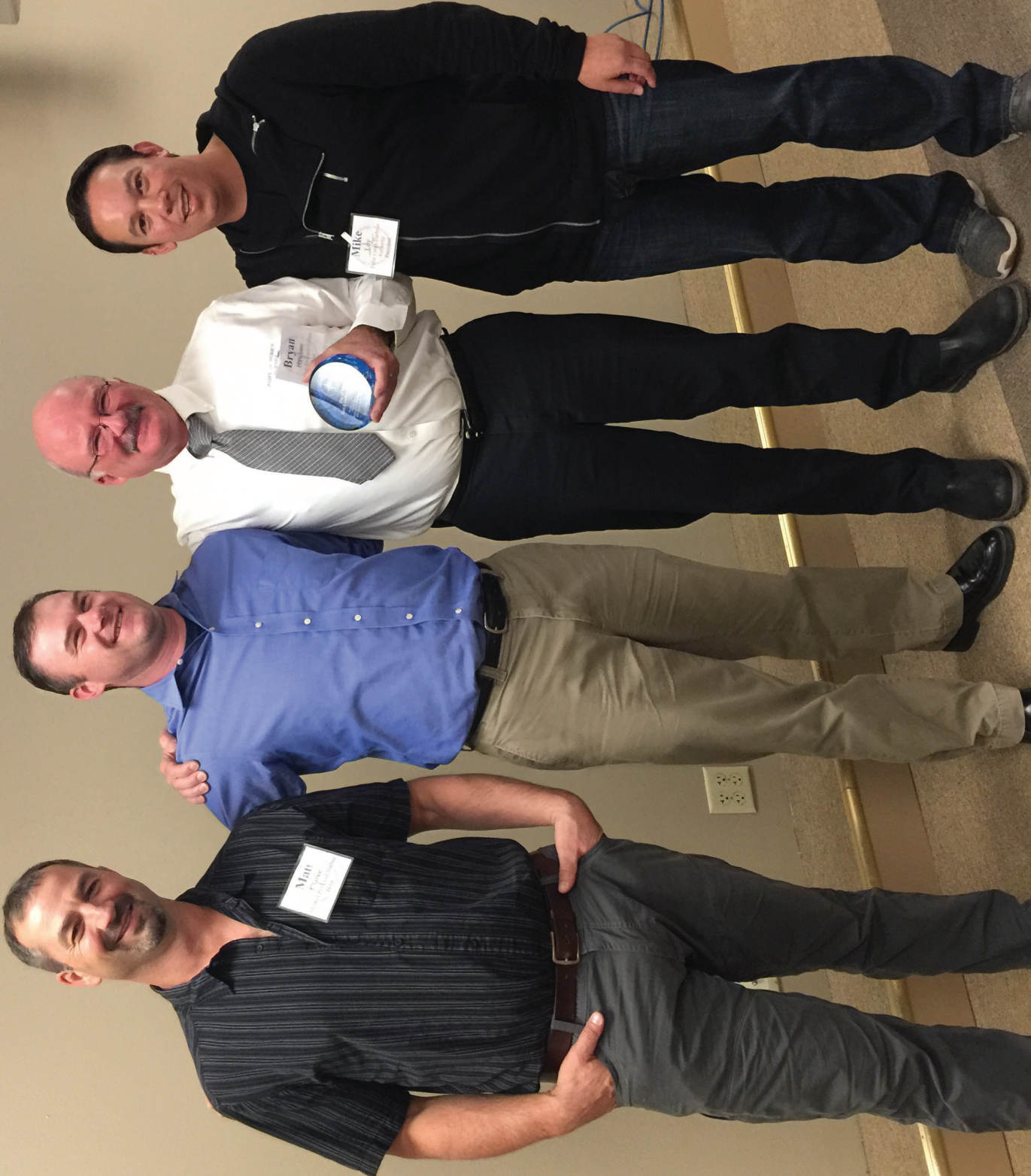
I encourage the approval of this application. Thank you for taking the time to consider this important project.

Sincerely,

Katie Koester  
City Manager  
907-435-3102













**Hospice of Homer**  
P.O. Box 4174 265 E. Pioneer Ave. Suite 3  
Homer, AK 99603 (907)235-6899  
www.hospiceofhomer.org  
**Compassion In Action**

September 25, 2018

Homer City Council  
491 E. Pioneer Ave  
Homer, AK 99603

Dear City Council,

Hospice of Homer wishes to thank The City of Homer Fund for your generous 2018 grant of \$3,152 to help us train volunteers, maintain equipment, and reach out to members of our community who are coping with loss.

This grant will support Hospice of Homer's three main programs: direct volunteer-care, medical equipment loan, and bereavement support. Our volunteer program provides in-home care and companionship to more than 40 housebound and end-of-life clients per month. Our medical equipment loan program allows clients to remain comfortable in their homes by supplying hospital beds, toilet seat risers, walkers, wheelchairs, incontinence supplies, shower benches, and lift chairs. Our bereavement program supports more than 20 clients and their families each month, through direct-mail, grief-related information and through one-on-one counseling and support groups.

Hospice of Homer programs are an important part of Homer's network of non-profits that help members of our community in difficult times. Our services are available to the public free of charge.

The City of Homer Fund grant will go a long way toward helping Hospice of Homer support the members of our community who are facing illness and end-of-life.

We are grateful to be selected as a recipient for this award.

Sincerely,

Jessica Golden  
Executive Director  
director@hospiceofhomer.org



**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	_____