



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

City of Homer Agenda

EDC Regular Meeting
Tuesday, May 14, 2019 at 6:00 PM
Cowles Council Chambers

CALL TO ORDER, PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA *(3 Minute Time Limit)*

RECONSIDERATION

APPROVAL OF MINUTES

[A. EDC](#) Regular Meeting Minutes for April 9, 2019

VISITORS/PRESENTATIONS *(10 Minute Time Limit)*

REPORTS

[A. Special](#) Projects & Communications Coordinator Staff Report

[B. Chamber](#) Director Report

C. Homer Marine Trades Association Report

D. Pioneer Avenue Task Force Report

PUBLIC HEARING

PENDING BUSINESS

[A. EDC](#) Elections for Chair & Vice Chair

[B. EDC](#) Strategic Plan/Goals

- i. DRAFT 2019 EDC Strategic Plan/Goals
- ii. 2018 Homer Comprehensive Plan: Chapter 7 Economic Vitality
- iii. Business Retention & Expansion Survey Report: EDC Proposed Action Items
- iv. 2011 Comprehensive Economic Development Strategy: Implementation Plan

NEW BUSINESS

INFORMATIONAL MATERIALS

[A. Memo](#) from Deputy City Clerk Tussey Re: What Constitutes a Committee

[B. City](#) Manager's Report for April 8, 2019

[C. City](#) Manager's Report for April 22, 2019

[D. Commissioner](#) Attendance at 2019 City Council Meetings

COMMENTS OF THE AUDIENCE (*3 Minute Time Limit*)

COMMENTS OF THE CITY STAFF

COMMENTS OF THE COUNCIL MEMBER (*if present*)

COMMENTS OF THE CHAIR

COMMENTS OF THE COMMISSION

ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY, JUNE 11, 2019 at 6:00 p.m. in the City Hall Cowles Council Chambers located at City Hall, 491 E. Pioneer Avenue, Homer, Alaska.

Session 19-04 a Regular Meeting of the Economic Development Advisory Commission was called to order by Chair Karin Marks at 6:00 p.m. on April 9, 2019 at the Cowles Council Chambers, City Hall located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

PRESENT: COMMISSIONERS MARKS, EVANS, AREVALO, JOHNSON, RICHARDSON, & STUDENT REPRESENTATIVE HOLMES (left at 6:50 p.m.)

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

APPROVAL OF AGENDA

Chair Marks requested a motion to approve the agenda.

EVANS/JOHNSON SO MOVED.

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 March 12, 2019

Chair Marks called for a motion to approve the March 12, 2019 regular meeting minutes.

EVANS/RICHARDSON SO MOVED.

Special Projects and Communication Coordinator Carroll noted that clarification was needed on page three, third paragraph, to state that the Wayfinding-Streetscape Plan is being included in a memo to the Planning Commission to see if it will be in a Request for Proposals, not that an RFP is being written.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

VISITORS/PRESENTATIONS

STAFF & COUNCIL REPORT/COMMITTEE REPORTS

A. Homer Marine Trades Association Report

- B. Chamber Director Report
- C. Pioneer Avenue Task Force Report
- D. Staff Report – Jennifer Carroll, Special Projects & Communications Coordinator

Special Projects and Communications Coordinator Carroll provided her staff report. She clarified that the presentation to the Planning Commission is scheduled for 5:30 p.m. not 6:30 p.m., and her deadline for the commissioners to submit presentation materials to her. Chair Marks gave a brief description of what that presentation will be on (Wayfinding-Streetscape Plan).

PUBLIC HEARINGS

PENDING BUSINESS

- A. EDC Bylaw Amendments
 - i. DRAFT EDC Bylaw Amendments

Chair Marks deferred to Deputy City Clerk Tussey, who provided an overview of what amendments the commission made/approved at the last meeting and explained the next steps in the process. Chair Marks asked Ms. Tussey for clarification on some of the proposed amendments since she had been absent at the last meeting and wanted to make sure she understood them. Commissioners Evans inquired if there were limitations on excused absences and what other City bodies do; it was confirmed that bylaws for other commissions only limit the number of unexcused absences and the number of meetings a commissioner can participate in telephonically.

There was brief discussion on the definition of a committee and how they report to the commission. Ms. Tussey noted that, for the next meeting, she will provide the commission additional information clarifying what constitutes a formal committee.

EVANS/RICHARDSON MOVED TO ADOPT THE EDC BYLAW AMENDMENTS.

There was no further discussion.

VOTE: YES: AREVALO, EVANS, MARKS, JOHNSON, RICHARDSON

Motion carried.

Chair Marks confirmed with Ms. Tussey that the approved bylaws will go to City Council for final approval at their April 22, 2019 meeting, when they would take effect, and how they will be distributed.

- B. Sign Ordinance Review
 - i. Letter from Commissioner Richardson Re: Sign Code

Chair Marks gave a brief introduction on the agenda item and Commissioner Richardson's memorandum included in the report, noting the recommendation provided to begin discussions.

RICHARDSON/MARKS MOVED TO DRAFT A LETTER TO THE CITY PLANNING COMMISSION REGARDING DEFICIENCIES IN THE EXISTING SIGN CODE SPECIFICALLY ADDRESSING LARGER MULTI-USE BUILDINGS AND OFFER PROPOSED SOLUTIONS TO AMEND THE EXISTING CODE FOR DELIBERATION AND ACTION; AND DIRECT SPECIAL PROJECTS AND COMMUNICATION COORDINATOR CARROLL TO WRITE THE LETTER.

Commissioner Arevalo directed questions to Mr. Richardson on how he came to his conclusions regarding sign ordinance issues. Mr. Richardson provided explanation on his findings, primarily that the demographic not properly represented are the business owners occupying a larger building, not the building owners. He explained how the current code works well up to larger buildings that house four or more businesses, which is where the deficiency starts.

The commission discussed Mr. Richardson's findings and his recommendations to address the issue, which were outlined into three suggested methods on sign ordinance allowances:

- 1) Calculating by secondary and tertiary entrances on public right of way;
- 2) Split level buildings and buildings two or more businesses deep; and
- 3) Guaranteed signage.

There was discussion on what the letter to the Planning Commission would entail, and direction was given to Special Projects and Communication Coordinator Carroll on verbiage/points they would like for her to include.

VOTE: YES: EVANS, MARKS, JOHNSON, RICHARDSON, AREVALO

Motion carried.

NEW BUSINESS

A. EDC Elections

Chair Marks requested a motion to hold elections for EDC's Chair and Vice Chair at the next regular meeting in May.

EVANS/JOHNSON SO MOVED.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Commissioner Evans suggested that commissioners consider who they would like to be Chair/Vice Chair, so as to be prepared to make nominations at the next meeting.

B. EDC Strategic Plan/Goals

- i. DRAFT 2019 EDC Strategic Plan/Goals
- ii. 2018 Homer Comprehensive Plan Chapter 7 Economic Vitality

- iii. Business Retention & Expansion Survey Report: EDC Proposed Action Items
- iv. 2011 Comprehensive Economic Development Strategy: Implementation Plan

Chair Marks voiced her opinion/agreement with the EDC having a Strategic Plan/Goals document, and how there was enough information available to them to formulate a concise plan. She deferred to Ms. Carroll to explain timing for updates to the Comprehensive Economic Development Strategy (CEDS). Ms. Carroll pointed out the “Economic Vitality” chapter in the 2018 Homer Comprehensive Plan as being more practical to the commission. Her recommendation is the cost benefit to updating/expanding the CEDS isn’t really there: the value of having the CEDS may not be more than digging into the Comprehensive Plan.

Commissioner Arevalo suggested that the commission hold off on a stratified listing of their goals until everyone has had more time to read the documents, review the goals, and form a better idea of what to prioritize. Commissioner Evans agreed. Commissioner Johnson inquired on how to interpret the changes that happen to the plans over time. Ms. Carroll gave a brief explanation of who oversaw the updates to these documents.

Student Representative Holmes left at 6:50 p.m.

Chair Marks summarized the commission’s thoughts on having more time for review, and the mutual agreement of having it on the May agenda. Ms. Carroll suggested that when the commission is reviewing all the information, to be sure to focus on what EDC is responsible for (outlined by Ms. Tussey in the draft Strategic Plan/Goals that was provided in their packet).

INFORMATIONAL ITEMS

- A. Letter to HHA Re: EDC’s Recommendation dated March 14, 2019
- B. Letter & Certificate of Recognition for Commissioners Gustafson & Brown
- C. City Manager’s Report for March 11, 2019
- D. City Manager’s Report for March 26, 2019
- E. Commissioner Attendance at 2019 City Council Meetings

Chair Marks noted the Homer Hockey Association letter and thanked Ms. Carroll for writing and mailing it. She also inquired on the status of the orientation packet; Ms. Carroll and Ms. Tussey clarified that it is a staff task, they are working on it, and will be sharing it with the commission as a courtesy at the May meeting.

COMMENTS OF THE AUDIENCE

COMMENTS OF CITY STAFF

Special Projects and Communication Coordinator Carroll thanked Commissioner Richardson for his work on the sign ordinance agenda item. She also noted of a KPEDD entrepreneur event coming up.

Deputy City Clerk Tussey had no comments.

COMMENTS OF THE COMMISSION

Commissioner Richardson noted an upcoming event regarding an Army Corps of Engineers environmental impact review/public commenting period related to the Pebble Partnership, and encouraged the commissioners to attend.

Commissioner Johnson thanked Mr. Richardson for his work on Sign Ordinance issues and Deputy City Clerk Tussey for the Strategic Plan/Goals information.

Commissioner Arevalo reiterated the thanks given to Mr. Richardson and Ms. Tussey. She also gave a brief report on her attendance at the City Council's Land Allocation Plan worksession.

Commissioner Evans had no comments.

COMMENTS OF THE COUNCILMEMBER

Councilmember Smith publicly thanked Anders Gustafson and Debora Brown for their service to EDC, as well as all the commissioners for their work. He shared his opinion on the Pebble Partnership, Russia's up-and-coming LNG projects, and the impact it would have on our state. He also encouraged the commissioners to attend the public comment forum event.

Commissioner Evans directed a question to Mr. Smith on the Governor's budget cuts and its impact on the City's budget. Mr. Smith summarized how the cuts affect the City and the area overall, and held brief discussion with the commission on the negative impacts to the community.

COMMENTS OF THE CHAIR

Chair Marks publicly thanked Anders Gustafson and Debora Brown for their work, shared her appreciation for the commissioners stepping up to do the leg work on the EDC's projects, and thanked Commissioner Evans for chairing the last meeting. She asked commissioners to look for new members since there are two commission vacancies. She and Ms. Carroll spoke to their work with the Consensus Count Committee, noting the importance of having accurate numbers in relation to how federal dollars are appropriated based on the census data, reaching out to more rural areas and the problems they face, and how people can participate in the census.

ADJOURN

There being no further business to come before the Commission, Chair Marks adjourned the meeting at 7:22 p.m. The next regular meeting is scheduled for Tuesday, May 14, 2019 at 6:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

RACHEL TUSSEY, DEPUTY CITY CLERK I

Approved: _____



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Administration

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Memorandum

TO: Economic Development Advisory Commission
FROM: Jenny Carroll, Special Projects & Communications Coordinator
DATE: May 8, 2019
SUBJECT: Staff Report to EDC

Sign Ordinance Attached is the memo to the Homer Advisory Planning Commission (HAPC) outlining the EDC's request that they consider amendment to the sign code for large commercial building with multiple business tenants. The memo will be included in HAPC's May 15th meeting packet and Commissioner Richardson will give a brief presentation about it to the Commission at 6:30 pm.

Prior to completing the memo, Commissioner Richardson and I met with City Planner Rick Abboud to discuss the EDC's request. Rick appreciated Commissioner Richardson's proposed ideas and has been looking into other model codes to see what other methods are used to accommodate spatial features of buildings. If HAPC agrees to take up the topic, I have asked them to alert the EDC about any worksessions or other related agenda items in case EDC Commissioners would like to attend and provide public input.

Economic Development Report on Impacts and Opportunities of Outdoor Recreation The University of Alaska Center for Economic Development recently published a report about how the intentional development of the outdoor recreation industry could be positive for Alaska's economy and entrepreneurial business growth, and can encourage stronger community development. As of packet deadline, I have not had the opportunity to read the entire report. Commissioners wishing to read the report it is available on the City of Homer's website: https://www.cityofhomer-ak.gov/sites/default/files/fileattachments/parks_art_rec_amp_culture_advisory_commission/meeting/41471/outdoorrecreation-impactsandopportunities.pdf. I am interested to read the report in light of the Comp Plan's Economic Vitality goal #3 - Identify and promote industries that show a capacity for growth and the role it may play in goal #2 encouraging the creation and retention of more year-round, higher wage jobs.

Upcoming Chamber of Commerce Projects: Debbie Speakman, Chamber Director provided a written report to the EDC this month. One item I'd like to note is that she recently met with the Mayor Castner and City Manager Koester to discuss the Chamber's upcoming marketing contract proposal. She is hoping the proposal will include some funds for an economic development project to attract telecommuters. The availability of Internet/email service has made it possible for some individuals to live almost anywhere and conduct business via Internet/email. Their choice of where to live is based to a major extent on quality of life factors such as natural beauty, arts and culture, and recreational opportunities rather than factors such as availability of land, labor, or local markets. As this possible project takes shape, I've asked Ms. Speakman to keep the EDC in mind for where it can assist. We will keep you updated.



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Memorandum

TO: HOMER ADVISORY PLANNING COMMISSION

FROM: ECONOMIC DEVELOPMENT ADVISORY COMMISSION

THROUGH: JENNY CARROLL, SPECIAL PROJECTS & COMMUNICATIONS COORDINATOR

DATE: MAY 8, 2019

SUBJECT: REQUEST TO CONSIDER AMENDMENT TO SIGN CODE FOR LARGE COMMERCIAL BUILDINGS WITH MULTIPLE BUSINESS TENANTS.

The Economic Development Advisory Commission is reaching out to you about a deficiency in the sign code as it relates to large, commercial buildings with multiple business tenants. After becoming aware of the issue through comments received in the 2017 Business Retention and Expansion Survey, the EDC began researching the existing Homer Sign Code, interviewing small business owners and talking to Planning Department staff to better understand the issue and develop possible solutions.

The EDC took this topic up at their April 9, 2019 meeting. In summary, the existing sign code provides a mathematical system based on road frontage to regulate signage in the community. This system seems to work well for the majority of businesses in Homer, equitably allotting signage square footage for businesses located in buildings with only one or two business tenants and businesses that are one of a group of small buildings on one commercial property.

Where the code falls short is in allocating adequate signage space to larger commercial buildings that house a larger number of small business tenants. The code provides no provision to increase signage for multi-level buildings or for buildings housing businesses two or more spaces deep from the storefront. This creates a barrier to sign advertising for small businesses located in larger multi-tenant buildings.

Examples of buildings with individual businesses that may have inadequate signage for the number of business that are in the building:

- Point of View Mall [on Lake Street]
- Blue Old Bank Building [corner of Lake Street and East End Road]
- Hillas Building [on Pioneer Ave uphill beside the movie theatre]
- Bypass Mall [on Sterling Highway adjacent to O'Riley's]
- Alderfer Building [on Ocean Drive at Beluga Lake]
- Kachemak Center [on Pioneer Ave between Heath and Lake Street]

It is in Homer's economic interest to develop strategies and actions that support small business retention and expansion.

After their discussion, the EDC passed a motion to 1) share the deficiency with you for your deliberation and 2) recommend sign code amendments to calculate allotted signage above 150 ft² to better accommodate the advertising needs of small businesses leasing space in large commercial buildings with multiple business tenants.

Below, the EDC shares two amendment ideas developed by EDC Commissioner Richardson in hopes it is useful in starting the discussion. The EDC has spoken with City Planner Abboud who is also looking into model codes to see what other methods are used to accommodate spatial features in buildings.

POTENTIAL METHODS FOR ALLOTING SIGNAGE ABOVE 150 SQUARE FEET

Method 1 – Calculation by Secondary and Tertiary Entrances on Public Right of Way

- Buildings that have more than one entrance for clients, where the entrance is accessed by a separate public right-of-way that is bordered by a maintained road. The following criteria will be:
 - A separate sign permit by the city must be issued in addition to the original permit
 - Secondary and tertiary entrances must be commonly used by clients and must access the interior of the building and conversely the entrance must access a parking lot, sidewalk or road. These entrances are approved at the sole direction of the planning department. Alleys, stairways to upper levels, Emergency Exits likely do not apply.
 - Additional Square footage is applied to existing city allotment chart by $\frac{1}{2}$ [half the amount allotted on the chart]
 - For example, a building with 200 x 12 feet [greater than 750] of wall frontage on a main road are allotted 150 square feet of sign space. With two other public accesses of secondary and tertiary frontage measuring 80 feet by 20 feet [greater than 750] on the east side of the building and 80 feet by 20 feet [greater than 750] on the west side of the building.
 - 2400 square feet = 150 square feet original signage
 - East side 1600 square feet = secondary allotment $150 \text{ sq feet} / 2 = 75 \text{ square feet}$
 - West side 1600 square feet = tertiary allotment $150 \text{ sq feet} / 2 = 75 \text{ square feet}$
 - Total of 300 square feet of signage approved.



Method 2 – Split Level Buildings and Buildings Two or More Businesses Deep

- Buildings that have more than one entrance for clients, where the building is split level or two or more businesses deep.
 - In a building that has one frontage, which is the only frontage that has access to a public street, and is split level or is more than one business in depth – the owner may apply for additional signage if Method 1 above does not provide additional signage.
 - Additional Square footage is applied to existing city allotment chart by $\frac{1}{2}$ [half the amount allotted on the chart]

- If the building is split level, then the larger of the two levels will be applied to the original allotment and smaller level will be assigned additional sign square footage based on a calculation of the surface area of the smaller level divided by two.
 - Such as if 150 square foot would be allotted for the largest level, then 75 square feet is added to the original allotment for a total of 225 square feet of signage.
- If the building is more than one business deep, and at least two businesses are not represented by the frontage calculation, then $\frac{1}{2}$ of the original frontage calculation will be applied to the original frontage allotment. Therefore, if the original frontage gained the building 150 square feet of signage – 75 square feet would be added for a total of 225 square feet.



Thank you and the Planning Department staff for giving this your consideration. Please alert us to any worksessions you may have on this topic. Commissioner Richardson and potentially other EDC Commissioners would like to attend.

RECOMMENDATION

The Economic Development Advisory Commission recommends that the Advisory Planning Commission pass a motion to review options and amend the Sign Ordinance to address the deficiency in the current code as it relates to larger commercial buildings that house several small business tenants.



May 8, 2019

Homer Economic Development Commission

Homer Chamber of Commerce & Visitor Center Report

Recent Events/Programs:

March 23, 2019: Homer Winter King Fishing Tournament

March 26, 2019: Chamber Luncheon, State of the City: Speakers City Manager Katie Koester and Mayor Casnter

March 28, 2019 Homer Chamber Board of Director's Meeting

April 4-7, 2019 Great Alaska Sportsman Show in Anchorage

April 23, 2019 Chamber Luncheon, Marketing and Tourism: Speakers Adrienne Sweeney and Carol Fraser

April 24, 2019 Vacation Rental Workshop with Kenai Peninsula Borough Sales Tax Division, and Air BnB Super Host

April 25, 2019 Homer Chamber Board of Director's Meeting

May 4, 2019 Homer Chamber of Commerce Clean Up Day

May 10, 2019 Kachemak Bay Shorebird Festival Opening Reception

*See attached Chamber Calendar of Events

Upcoming Projects:

I met with Homer Mayor Castner and Homer City Manager Katie Koester to discuss the Chamber's upcoming marketing contract proposal. We are hoping to incorporate into the proposal monies that would be directed to Winter Recreation as well as an economic development project to attract telecommuters.

Homer Chamber of Commerce & Visitor Center

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August				November			
Date	Time	Day	Event/Meeting	Date	Time	Day	Event/Meeting
13	11 AM	Tues.	Events then Marketing/Membership Committee	19	11 AM	Tues.	Events then Marketing/Membership Committee
15		Thurs.	Finance & Executive Committee	21		Thurs.	Finance & Executive Committee
22		Thurs.	HCOC BOD (2020 Budget Approval)	27		Weds.	Thanksgiving Chamber Closure
September				30		Sat.	Small Business Saturday
Date	Time	Day	Event/Meeting			TBD	Dec./Nov. HCOC BOD Elections
2		Mon.	Bay Weld Raffle Ends - Pull Winner!	December			
6	through 19		Alaska World Arts Festival	Date	Time	Day	Event/Meeting
8	4-6PM	Sun.	Alaska World Arts Reception	17	11 AM	Tues.	Events then Marketing/Membership Committee
15		Sun.	Homer Jackpot Halbut Derby Ends	19		Thurs.	Finance & Executive Committee
17	11 AM	Tues.	Events then Marketing/Membership Committee	23		Mon.	Chamber Offices Closed until January 2
19		Thurs.	Finance & Executive Committee			TBD	Holiday Tree Lighting
26	12 PM	Thurs.	HCOC BOD (Board Nomination Com. formed)	Ongoing			
26		Thurs.	Call for Board Nominations	Kenai Peninsula Borough Assembly Meetings			
		TBD	Volunteer Appreciation Party, JHD Awards Party	Homer City Council Meetings			
		TBD	Candidate Forums (Sept, Oct)	Social Media & Marketing Classes			
October				Homer Economic Development Commission Mtgs.			
Date	Time	Day	Event/Meeting	Kenai Peninsula Tourism Marketing Meetings			
1		Tues.	New Membership Year Starts	Monday's Chamber Staff Meeting 9:15am			
7		Mon.	2020 Board Election	Gaming Quarterly Taxes			
15	11 AM	Tues.	Events then Marketing/Membership Committee				
17		Thurs.	Finance & Executive Committee				
24	12 PM	Thurs.	HCOC BOD				
		TBD	Board Nomination Committee				
			Alaska State Chamber & ATIA Fall Forums				



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MEMORANDUM

TO: ECONOMIC DEVELOPMENT ADVISORY COMMISSION
FROM: RACHEL TUSSEY, DEPUTY CITY CLERK
DATE: MAY 8, 2019
SUBJECT: ELECTION OF NEW CHAIR AND VICE CHAIR

Per the newly-amended EDC's bylaws: "A Chairperson and Vice-Chairperson shall be elected from among the appointed commissioners at the regular April meeting of the Commission." which occurs after the last cycle of commissioner appointment renewals on April 1st.

RECOMMENDATION

Make a motion to select a new Chair; commissioners can then provide nominations; Chair will call for a vote.

Make a motion to select a new Vice-Chair; commissioners can then provide nominations; Chair will call for a vote.



Memorandum

TO: ECONOMIC DEVELOPMENT ADVISORY COMMISSION
FROM: RACHEL TUSSEY, DEPUTY CITY CLERK
DATE: APRIL 3, 2019
SUBJECT: EDC STRATEGIC PLAN/GOALS

At the March 12, 2019 meeting, the concept came up of the commission having a strategic plan/list of goals and to have it at the April meeting for discussion.

Staff recognizes the various ways a strategic plan can be written; the main purpose of having one is to establish the direction of an organization. Yet in the EDC's case, many documents detailing out the actions needed to achieve these goals already exist and do not need to be re-created. Additionally, the EDC is an advisory commission to the City, not a company or stand-alone organization. For the purpose of aiding the direction of this commission, staff recommends utilizing already adopted plans/policies to create a simple, concise document (a 2-3 page list) that breaks down the EDC's goals into ongoing, short-term, and long-term groups. This document would be decided on/reviewed annually by the commission and maintained/provided by the City Clerk's Office (similar to how other commissions/boards' strategic plans/goals are handled).

The existing documents staff recommends pulling from include:

- Economic Development Advisory Commission Bylaws – Article II: Purpose
- Business Retention & Expansion (BR&E) Survey Report – EDC Proposed Action Items
- 2018 Comprehensive Plan – Chapter 7: Economic Vitality
- 2011 Comprehensive Economic Development Strategy – Implementation Plan

RECOMMENDATION

Review the attached plans/policies and sample draft for the EDC's Strategic Plan; be prepared to make change suggestions. Any action for approval must be made by way of motion.

ECONOMIC DEVELOPMENT ADVISORY COMMISSION 2019 STRATEGIC PLAN/GOALS

The purpose of this list is to have one concise location for all of EDC's goals, organized out in a general timeline, to aid the commission in keeping on-task and familiar with their duties and goals.

GOALS *(this section reserved for EDC's prioritized/timeline goals)*

As you read the attached BR&E, Homer Comp Plan, and CEDS, please prioritize the goals outlined in them based on the four sections listed below. Some goals may be duplicative so do not feel obligated to organize each one if overlapping goals can be condensed into one.

- Ongoing Goals
- Short Term Goals – Less Than 6 Months or by End of 2019
- Midterm Goals – 1 to 3 Years (2019 – 2022)
- Long Term Goals – 5 Years or More (2024+)

Document 1: 2018 Homer Comprehensive Plan: Chapter 7 Economic Vitality – The Comp Plan has six summarized goals, each with implementation strategies and additional objectives. The table at the end of the chapter breaks down these projects by a timeframe and whose primary duty it is to take action on them. The following goals have been marked as the EDC's responsibility:

1. Goal 1 – Encourage Economic Development

- 1-5. Review the Community Economic Development Strategy (CEDS) Plan *(Mid Term)*
- 1-6. Create an action plan from the CEDS plan *(Near Term)*
- 1-7. Stay abreast of the requirements of information *(Ongoing)*

2. Goal 2 – Encourage Year-round Jobs

- 2-A3. Identify business needs through business retention program participation *(Ongoing)*
- 2-A4. Stay abreast of the needs of technology-based business and review the ability of the city to support *(Ongoing)*
- 2-A5. Partner with KPEDD to identify options for incentives to encourage local business growth *(Near Term & Ongoing)*
- 2-A6. Work with KPEDD to identify regional successes *(Near Term & Ongoing)*
- 2-C4. Connect sources of information that contribute to identifying local job training needs *(Ongoing)*

Document 2: Business Retention & Expansion Survey Report: EDC Proposed Action Items – At the bottom of the BR&E Program Overview is a list of actions the EDC proposes to work on, some of these have already been accomplished while others may need to be prioritized into a more specific timeline.

1. Local business concerns the EDC proposes to work on in short-term:

- Clarify specific City regulatory barriers in the areas of zoning options and the permit process, sign ordinance (particularly in regard to several businesses co-located in one building) and lease policy and procedure -- while keeping safety, town appearance and quality of life elements in the balance;

- Explore public-private partnership to create a master plan for a more vibrant, connected central commercial district with attention to appearance, trail connections, way-finding, arts, wi-fi zone, etc.
 - Support efforts to develop large vessel haul-out;
 - Share survey results with other organizations/government units engaged more directly in the issues as a catalyst for solutions;
 - Educate ourselves and others about the actual scope of City government reach in the various challenges brought out by the survey and connect individual business owners with information about the organizations and resources available for to address concerns and for business assistance.
2. Longer-term issues that cut across many businesses and require various stakeholder involvement in both strategy development and implementation:
- Explore City participation in coordinated public-private initiatives to recruit workforce;
 - Support large vessel harbor development with attention to competitive rates and multi-use Spit management.

Document 3: 2011 Comprehensive Economic Development Strategy: Implementation Plan – The strategies listed in the CEDS are implemented collaboratively by local government and community organizations/businesses. The goal listed that EDC should focus on is:

THREE BROAD SECTORS: CONSTRUCTION & MANUFACTURING, RETAIL, SERVICES

Goal: Increase the contribution these sectors make to Homer’s overall economic health

- A. Encourage enterprises that will provide jobs and other economic benefits without serious negative side effects; and
- B. Encourage value-added manufacturing to maximize local resources and provide products for export.

Although this item is marked EDC’s responsibility, the continued review/evaluation of the CEDS and supervising/monitoring its implementation **in its entirety** is the duty of the EDC per the commission’s bylaws and HCC 2.76.040

OVERALL GOALS/DUTIES & RESPONSIBILITIES (*this section is from the EDC Bylaws/HCC*)

- Act in an advisory capacity to the City Manager and the City Council on the overall economic development planning for the City of Homer.
- Oversee responsibility of the City of Homer Comprehensive Economic Development Strategy (adopted by City Council April 26, 1993; formerly known as the Overall Economic Development Plan):
 - a. Revisions, amendments and extensions of the Comprehensive Economic Development Strategy (CEDS) which may be adopted by the City Council after consideration and report by the Commission.
 - b. Provide continued review and evaluation of the CEDS.
 - c. Supervise and monitor the implementation of the CEDS.
- Collect and analyze data relevant to economic development to evaluate existing community resources.
- Formulate and develop the overall long range economic development goals of the residents of the City of Homer through public hearing process.
- Identify specific alternatives or projects to accomplish the City's objectives and recommend priorities.

- Review recommendations of the Homer Advisory Planning Commission to encourage a business-friendly environment in Homer.
- Promote public interest in overall economic development.
- Make inquiries regarding matters related to economic development.
- Collaborate with other City of Homer advisory bodies, the Homer Chamber of Commerce, Kenai Peninsula Economic Development District, and Kenai Peninsula Tourism Marketing Council in activities of mutual interest.

DUTIES OF COMMISSION/STAFF

Commissioners

- Attend City Council meetings as assigned.
- Attend work sessions and training opportunities.
- Come prepared to make a motion for action at meetings, or ask staff before the meeting for more information.
- Communicate with City Council members to gain support on EDC-related projects that need sponsorship at the Council level.

Staff (Jenny Carroll)

- Aid the Chair in setting the agenda
- Compile packet material from commissioners, write backup memos, and submit to Clerk
- Provide information on items the commission needs to review annually.
- Inform the Commission of City Council actions and discussion of economic development related issues.

Clerk's Office

- Aid Staff in compiling packet materials and print/distribute them to the Commission.
- Aid Staff and Chair in setting the agenda.
- Tracking yearly items such as reappointments and elections.
- Help the Commission learn to be more efficient and effective in their meetings.
- Support the Commission's ability to communicate with the Mayor and City Council (through Memorandums, Resolutions, and Ordinances).

CHAPTER 7 ECONOMIC VITALITY

Vision Statement: Homer’s economic industries remain strong and show continued growth.

Overview

This chapter presents goals and objectives related to economic development. While the private and non-profit sectors, along with state and federal spending, ultimately drives much of the economic activity, local government plays an important role in stimulating and guiding growth through its land use and infrastructure policies and projects.

The 1989 comprehensive plan stated:

Though it is generally recognized that fishing has been the backbone of the Homer economy for the past forty years, diversification of the Homer economy has taken place, especially in the last few years. Tourism, commercial and government services, retail trade, and a retirement population have been added in [the 1980s]...

These trends have continued and perhaps accelerated in the years since the 1989 plan. Additionally, as state and federal funding has changed, local and regional governments are bearing increased costs in providing services. Private sector economic health and growth are required to build the tax base if residents want to maintain existing government services and facilities.

Most of the economic development actions presented here are tied to topics addressed in other chapters. For example, recommendations regarding commercial development are included in Chapter 4 – Land Use. As a result, much of the value of this chapter is for those readers who are focused on economic issues and want to see a compilation of plan policies regarding economic development together in a single chapter. In 2011, the city adopted the Community Economic Development Strategy (CEDS). The CEDS document is a broad document covering many sectors of Homer’s economy.

Homer’s quality of life is a principal economic asset. Maintaining and improving the quality of life in Homer is crucial to keeping existing business and attracting new business and professional activity. Quality of life is challenging to define because it involves many dimensions of a community to which people place varying degrees of importance. The elements of quality of life that are particularly valuable to economic development are those that make the community especially attractive to residents, visitors, and small businesses. While there is room for further improvement, Homer currently possesses many such elements.

Homer’s Quality of Life Elements

- A strikingly beautiful natural setting
- A diverse, engaged, involved community, and rich civic life
- Diverse culture and leisure activities, including ready access to parks and a wide range of year-round outdoor recreation
- Eclectic neighborhoods such as Old Town and Pioneer Ave.
- Access to education and lifelong learning
- A feeling of safety and freedom from crime
- A clean, healthy, natural environment
- An active arts community, tradition of skill and interest in performing and visual arts
- Multiple transportation and access options, a developing trail system, and road access to Anchorage
- Access to commercial and recreational activities in and around Kachemak Bay
- High quality, comprehensive healthcare service

Summary of Goals

GOAL 1: Define and encourage economic development that meets the desires and interests of Homer residents and supports the unique character of the community.

GOAL 2: Encourage the retention and creation of more year-round and higher wage employment.

GOAL 3: Identify and promote industries that show a capacity for growth.

GOAL 4: Support renewable and non-renewable energy services.

GOAL 5: Strengthen Homer as a tourism destination.

GOAL 6: Support community efforts to establish affordable housing.

Goals and Objectives for Economic Vitality

GOAL 1: Define and encourage economic development that meets the desires and interests of Homer residents and supports the unique character of the community.

Homer residents would like to foster economic development in its many existing sectors. Education, sustainable tourism, health care, construction, commercial fishing and marine industries, arts, and culture are the industries that Homer has been built upon. These industries are viable and stable today and offer good prospects for growth. The remainder of this chapter looks in more detail at steps to strengthen Homer's economy, and to do so in a manner that provides economic opportunity while sustaining Homer's unique character and high quality of life.

Implementation Strategies

- Support local businesses with internal and external policies.
- Partner with organizations that have interests in the success of local merchants and products.
- Review and update city economic plans.



GOAL 2: Encourage the retention and creation of more year-round, higher wage jobs.

Homer residents desire more year round, living wage jobs. This in turn will help support small businesses, and the tax base.

Objective A: Increase year-round employment that will enable local people to work, live, and raise their families in Homer.

While almost all city actions will ultimately affect the course of economic change and job growth, city actions to promote year-round jobs include those listed below:

Implementation Strategies

- Consider zoning regulations that support new business opportunities while minimizing negative impacts.
- Evaluate opportunities to create and support public and private infrastructure.
- Encourage science, information infrastructure, and technology-based business development.
- Evaluate regional or other successes for opportunity within Homer.

Objective B: Encourage retention of existing and the relocation of new Federal and State Government jobs and training programs to Homer.

Government jobs are an important part of the local and regional economy. Government employment, whether research, visitor or education related, comprises 17.5% of local jobs. (American Community Survey 2014). Some government employment is found in every community, such as local, borough and state jobs related to day-to-day activities (airports, roads, schools, etc.). In addition, Homer has many residents who are employed through state agencies such as state parks, the court system, public health, the university, including the Kachemak Bay Research Reserve, and federal agencies such as the U.S. Fish and Wildlife Service and the Alaska Maritime National Wildlife Refuge, which are headquartered in Homer. The Coast Guard also has a presence in the community. The City of Homer is also known as an important base for marine research and education activities.

Implementation Strategies

- Work to retain existing state and federal jobs.
- Promote Homer as a place to expand and attract government operations



Homer: Not just the Halibut Capital of the World

Objective C: Support efforts to increase the scale and scope of the education industry to support a skilled workforce.

Education is important to Homer’s economic vitality for two reasons. First, it provides residents with the ability to acquire the skills and knowledge (“human capital”) needed to succeed in the global economy, and find a local job. To the extent people can acquire these skills and knowledge without leaving home, they can earn higher incomes, create new businesses and jobs for others, keep their education expenditures circulating in the local economy, and provide the skilled workers needed for existing local jobs. Education is also an exportable product if people come to Homer to learn.

University of Alaska provides essential post-secondary and vocational education to Homer residents. The economic impact is broad and significant. Additional educational programs are provided by several nonprofit organizations operating in Homer and across Kachemak Bay. The marine environment and spectacular setting of Homer and Kachemak Bay are significant assets that could lead to growth of the education industry. The implementation strategies below apply not only to Kenai Peninsula College (KPC), but also to any other interested educational institution.

Implementation Strategies

- Support development of programs that prepare individuals through workforce development
- Support opportunities for partnerships and collaborative educational programs

GOAL 3: Identify and promote industries that show a capacity for growth.

Objective A: Recognize emerging industries.

Homer is a place of big ideas and entrepreneurial spirit. Examples include the fervor with which local agriculture has developed, particularly high tunnel cultivation and commercial peony growing. These are growing local and regional business opportunities. Over time, there will be new economic opportunities that arise; the city should be open to these new ideas and support those that show reasonable opportunities for growth.

Implementation Strategies

- Interact with those involved in introducing new industries and services to Homer

Objective B: Promote the marine trades including mariculture and shipping industries.

Homer’s harbor and associated marine trade and services activities are an important component of the local and regional economy. Marine related activities could be expanded to increase the number of living wage, skilled jobs in the community. Local seafood processing, boat building, and fabrication services offer a chance for a local product to reach the local, state and national markets. Homer’s public and private port facilities also serve as a staging area for freight destined to more remote parts of the coast.

Implementation Strategies

- Work to identify and support infrastructure for marine related industries

Objective C: Promote recreation, the arts, and non-governmental organizations as a complement to tourism and as an export industry.

Recreation and the arts are key components of the Homer economy and support the tourism industry and Homer's quality of life. Actions to promote the arts include those listed below. Some of these objectives are best carried out by the City, while others are best undertaken by local arts groups and tourism marketing organizations with City cooperation and encouragement.

Implementation Strategies

- Consider and review zoning for opportunities that support the arts industry
- Support sustainable recreational facilities and opportunities (*see Objective E of Chapter 6, Public Services and Facilities*)

Objective D: Support the health care and wellness industries.

Health care and wellness are a growing sector of Homer's economy. This is partially driven by an aging population, but also by resident's desire for improved health. Over the past decade, South Peninsula Hospital has completed a major expansion, several new dental clinics have been constructed, and the Seldovia Village Tribe constructed both a medical clinic and a wellness center. Specialized medical services such as surgeries, sleep studies, oncology and VA care are also available. As the health care industry continues to change, Homer can expect to see growth in the types of medical services available, and more jobs in this field.

Implementation Strategies

- Support allied programs and businesses that strengthen Homer's local health care opportunities

GOAL 4: Support regional renewable and non-renewable energy exploration and production.

Homer citizens support researching and pursuing renewable energy projects. Outside of the city, oil and gas exploration continues. Supporting the exploration, extraction, and renewable energy industries does not necessarily have to compromise Homer's scenery or quality of life. There are many opportunities to benefit from the construction, research, and extraction activities, whether through direct employment, or by providing services such as worker housing, catering, fuel, payroll, and transportation to local and non-local contractors who work on site (*also, see Chapter 8, Energy Plan*).

Implementation Strategies

- Consider Homer's ability to provide support services

GOAL 5: Strengthen Homer as a tourism, business travel, education and recreation event destination.

Homer is already one of Alaska's premier tourist destinations and appears to be enjoying continuing growth in visitation and expenditures. A trend is also emerging to hold professional conferences and educational events in the community in addition to the many athletic, cultural and recreation opportunities. City actions can have a significant impact on the economic importance of the visitor economy by promoting longer stays, increased expenditures per person, and more repeat visitation.

Equally important, City government plays a crucial role in guiding the growth of tourism to maximize its benefits and to minimize the costs imposed on the people of Homer.

Objective A: Invest in local infrastructure, parks, and civic improvements that will serve locals well as visitors by promoting longer stays, increased expenditures per person, and more repeat visitation as a form of economic development.

One economic development strategy is to find ways to encourage visitors to stay in the community longer during their visit, or to visit again in the future. The Farmer’s Market in downtown Anchorage is an example; visitors to the market also visit other downtown businesses. Even staying an hour or two longer in the community may result in visitors eating more meals in local restaurants or spending more money shopping. The City benefits through increased sales tax revenue. To keep Homer an attractive destination requires that the City and private business work in partnership to provide the basic services that visitors and locals expect. These improvements and public expenditures should also benefit local taxpayers.

Effort should be made in the future to have more tourists visit downtown Homer to support year round businesses. Seasonally, the Spit will continue to be a huge draw, but investment in tourist amenities should be equally focused on downtown Homer.

Implementation Strategies

- Maintain a welcoming environment that serves the needs of visitors

Objective B: Support efforts to improve community attractions, including land and water trails, and access to marine activities and the marine environment. Improve links between attractions.

Homer can be considered to have three main tourism destination areas: The downtown and Old Town area, the Spit, and the area across Kachemak Bay. While each of these areas currently attracts numerous visitors, it is likely that more tourists could be accommodated and more spending could be encouraged if the unique attributes of each area were further developed and if better connections were made among the three areas. Ideally, the enhancements that attract more tourists equally benefit local residents as well, resulting in an increase to business activity, tax receipts, and quality of life.

Implementation Strategies

- Improve the ability and convenience of travelers to travel throughout Homer

Objective C: Increase the net benefits that tourism brings to Homer.

Homer’s distinctive character and attractions create substantial economic benefits to the community in terms of jobs, business opportunities, and tax revenues. Tourism also helps the community host a greater number and diversity of businesses and services than what local spending alone can support. While tourism creates a wide array of benefits, it can also be disruptive to local life. For example, tourism may exacerbate traffic congestion, transform commercial areas from local to visitor-serving, cause crowding at recreation destinations enjoyed by residents, and potentially adversely affect fish, wildlife, and other elements of the natural environment. Community members have expressed a desire to encourage tourism activities that do not require extensive changes to the existing environment, but rather help to conserve Homer’s natural setting and improve the area.

As a result of this mix of positive and potential negative impacts, Homer should pursue a guided tourism growth policy. The community will promote tourism growth, but do so in a manner that helps sustain the qualities of the community that attract residents and visitors.

Implementation Strategies

- Promote tourist amenities that provide benefits beyond the tourist season
- Review the cost to maintain tourist amenities and minimize the amount of local subsidy
- Promote tourist activities that have the least negative impact to locals
- Promote Homer as a tourist destination

GOAL 6: Support community efforts to establish affordable housing.

Many residents expressed the view that economic development depends, at least in part, on a balance between income and the cost of living. Strategies to promote a diverse range of housing options are discussed in *Chapter 4, Land Use*. This goal is included as a component of economic vitality to explicitly reflect the connection between housing opportunities and the economic well-being of Homer.

City government has few tools to address the issue of affordable housing. The direct role of the City of Homer is limited by the fact the City is not a housing authority, and city taxation and development fees are relatively low. In recent years, the Economic Development Commission (EDC) has studied Homer's tax policies. The EDC found that the tax credits for housing that the city could institute do not significantly affect the cost of housing. The market demand is for homes that are more expensive, and the high cost of real estate and land development results in very few new 'affordable' housing units. However, the city can support the efforts of other groups in building new affordable housing units, which will free up units on the private rental market.

Implementation Strategies

- Consider support mechanisms for special population

Economic Vitality Implementation Table

Table 10. Chapter 7, Economic Vitality Implementation Table

Project	Timeframe			Ongoing	Primary Duty
	Near Term	Mid Term	Longer Term		
Goal 1 - Encourage Economic Development					
1-1 Support Chamber's Buy Local campaign and source city purchases locally when price competitive.				x	Administration
1-2 Continue the local bidders preference in city procurement policies.				x	City Council
1-3 Review and make zoning recommendations that promote local agriculture and other locally sourced products.	x			x	HAPC
1-4 Plan for economic development by partnering with organizations such as the Chamber of Commerce. Retain an active board role with the chamber, and involvement with Kenai Peninsula Economic Development District, Inc. (KPEDD), Homer Marine Trades, non-profits and other similar organizations.				x	Administration
1-5 Review the Community Economic Development Strategy (CEDS) Plan.		x			EDC
1-6 Create an action plan from the CEDS plan.	x				Administration, EDC
1-7 Stay abreast of the requirements of information technology infrastructure.				x	HAPC, EDC
Goal 2 - Encourage Year-round Jobs					
2-A-1 Review zoning regulations to ensure new businesses and development are not unduly restricted.				x	HAPC
2-A-2 Continue to invest in community infrastructure and transportation systems (see Chapter 5, Transportation).				x	City Council, Administration
2-A-3 Identify business needs through business retention program participation.				x	EDC
2-A-4 Stay abreast of the needs of technology-based business and review the ability of the city to support.				x	EDC
2-A-5 Partner with KPEDD to identify options for incentives to encourage local business growth.	x			x	EDC, Administration
2-A-6 Work with KPEDD to identify regional successes.	x			x	EDC, Administration
2-B-1 When local state or federal jobs are being considered for elimination or relocation, lobby to retain them.				x	City Council, Administration

Project	Timeframe			Ongoing	Primary Duty
	Near Term	Mid Term	Longer Term		
2-B-2 Actively work with the Coast Guard to support the retention and expansion of facilities in Homer.	x			x	City Council, Administration
2-B-3 Work with state and federal authorities to promote the expansion of their activities in Homer.				x	City Council, Administration
2-C-1 Keep abreast of KPC program offerings and consider resolutions of support.				x	City Council
2-C-2 Review zoning requirements in regard to student housing opportunities.		x			HAPC
2-C-3 Support collaborative educational programs.				x	City Council
2-C-4 Connect sources of information that contribute to identifying local job training needs.				x	EDC, Administration
Goal 3 – Promote Growing Industries					
3-A-1 Periodically review land use regulation effects upon new business opportunities.				x	HAPC, Planning
3-B-1 Make ice available year round for fish processing, when demand dictates.		x			Port
3-B-2 Continue to evaluate demands and plan to address ways to support the fishing industry.				x	Port and Harbor Commission
3-B-3 Continue efforts to expand the Deep Water Dock and other Harbor infrastructure.	x			x	Administration, Port, City Council
3-B-4 Continue East Boat Harbor expansion studies.				x	Administration, Port, City Council
3-C-1 Review zoning for opportunities that accommodates art studio, art education activities, and residential living (<i>also, see chapter 4, Land Use</i>).	x				Planning, HAPC
3-C-2 Investigate options for creating a new, multi-purpose cultural, performing arts and community center in Homer’s town center (<i>see the Town Center Plan and Park Art Recreation and Culture Needs Assessment</i>).			x		Administration
3-D-1 Lobby for support of Kenai Peninsula College (KPC) programs supporting the local healthcare industries.				x	City Council
3-D-2 Consider shared marketing opportunities to also include Homer as a healthcare destination.				x	Administration, Chamber of Commerce

Project	Timeframe			Ongoing	Primary Duty
	Near Term	Mid Term	Longer Term		
Goal 4 – Support Energy Exploration and Production					
4-1 Maintain and/or expand industrial zones.				x	Planning Commission
4-2 Support community efforts to remediate brownfield locations via letters and resolutions of support and technical assistance for grant applications.				x	Administration, City Council, other departments as appropriate
4-3 Continue to review zoning options for provisions of renewable energy systems in the City.				x	Planning Commission
4-4 Promote renewable energy development regionally with resolutions of support.				x	City Council
4-5 Review how land use policies may be used to support energy, mining, oil, and gas support services.				x	Planning Commission
Goal 5 – Strengthen Homer as a Destination					
5-A-1 Support and fund beautification efforts on Pioneer Avenue through budget appropriations, CIP, cost sharing and grant applications.				x	City Council, Administration
5-A-2 Ensure that City facilities are sufficient to support events that draw visitors such as festivals and activities (e.g., clean restrooms on the Spit, RV dump stations, adequate trash collection, park maintenance, etc.).				x	City Council, Administration, Public Works
5-B-1 Review opportunities to improve shuttle stops (also, see 5-B-3).				x	Public Works, City Council
5-B-2 Design and build a wayfinding system that includes the Spit, Pioneer Ave., and Old Town, consider a local partnership.		x			City of Homer, Chamber of Commerce, community partner
5-B-3 Consider constructing ADA accessible sidewalk improvements and installing benches and trashcans at central shuttle stops, such as the corner of Bunnell and Main.	x				Public Works, City Council
5-C-1 Adequately fund maintenance of public facilities.				x	City Council, Administration, Public Works
5-C-2 When planning new amenities, evaluate projects benefits for both residents and visitors (e.g., trails).				x	City Council, Administration, Public Works
5-C-3 Support eco-tourism concepts and passive or quiet low-impact recreation activities in marketing information.				x	City partnership with Chamber of Commerce

Project	Timeframe			Ongoing	Primary Duty
	Near Term	Mid Term	Longer Term		
5-C-4 When opportunities arise, work with private sector partners to support private sector establishment of conference and convention capabilities.				x	Administration
5-C-5 Review infrastructure capacity for the ability to meet current and future demands.				x	Public works
5-C-6 Recommend and support taxation policies and fee structures that result in revenues from tourism that cover the city's costs in providing services to tourists.	x			x	City Council and City Departments
5-C-7 Support shoulder season activities that are not seasonally dependent as a way to expand the local economy.				x	Public Works, Administration, City Council
5-C-8 Identify, promote and expand, and target visitor markets, including Alaska residents, out-of-state independent travelers, and small group package tour travelers.				x	Chamber of Commerce, KPTMC
5-C-9 Accommodate and encourage events such as the Shorebird Festival and Kachemak Bay Writers' Conference, professional and educational conferences, and sporting tournaments.				x	Administration, City Council, and community partners
Goal 6 – Support Efforts to Establish Affordable Housing					
6-1 Support the efforts of other organizations to provide housing for target populations such as seniors, low income and special needs residents. Write letters or pass resolutions of support.				x	City Council, Administration
6-2 Support senior housing that allows seniors to age within the community, such as assisted living and long term care. Write letters or pass resolutions in of support for grant applications to expand housing.				x	City Council, Administration
6-3 Maintain land use regulations that support cradle to grave housing options for special populations.				x	HAPC



Business Retention & Expansion Survey Report

January 16, 2018
City of Homer Economic Development Commission

PROGRAM OVERVIEW

The City of Homer’s Economic Development Commission (EDC) conducted its first Business Retention & Expansion (BR&E) survey in 2017 with four primary goals:

- Develop and encourage communication with local businesses;
- Obtain business owners’ perspectives and ideas on Homer’s business environment;
- Identify business needs and concerns that may be addressed by the City;
- Develop strategies and actions that will continue to support small business retention and expansion.

The EDC’s BR&E initiative was motivated by the fact that local business’ commitment to community and the jobs they create are critical components of a strong economy. Working with existing businesses is also an effective way to foster economic growth. Studies show that up to 76% of job growth and local economic investment comes from existing businesses, especially in rural areas.

METHODOLOGY

The EDC developed the BR&E survey in the spring of 2017 after a review of online resources and with guidance from the Kenai Peninsula Economic Development District who had recently conducted a State-initiated BRE survey within the Kenai Peninsula Borough.

The EDC launched its 54-question survey on July 1, 2017 using an online Google Form survey platform. The survey period ended October 13, 2017. Paper copies of the survey were also available; the responses from paper surveys were entered manually into the Google survey form by EDC staff. A copy of the complete BR&E survey is provided in Appendix 1.

To promote the survey and gather broad business representation, postcard advertisements went out to 1,680 area business license and commercial fishing permit holders.

Notices with a QR code link were displayed at City of Homer reception areas (City Clerks, City Hall Main Desk, Port & Harbor Office and Public Library) and on the City of Homer Website.



EDC Commissioners personally reached out to area businesses, distributed fliers to local businesses and bulletin boards and outreached to Rotary Clubs, the Homer Chamber of Commerce, Farm Bureau, Farmers Market, Board of Realtors, the Homer Marine Trades Association, National Pacific Fisherman’s Association, the Health & Wellness Coalition and Bed and Breakfast Association. The BR&E effort was also featured in the Homer News and Tribune, and on KBBI and the Radio Realty radio program.

112 BR&E surveys were completed. Twenty-two respondents (21%) requested a follow-up interview. While the response rate (at 7%) is too small a sample size to draw comprehensive conclusions about the local business environment, the information provides good input to start building our local understanding, serves as an indicator of some business concerns and a basis for directions the EDC can pursue.

MOST MENTIONED IDEAS TO IMPROVE BUSINESS CLIMATE/QUALITY OF LIFE IN HOMER:

10X	Walkable town with greenspace	•pedestrian-accessible town with trail connected business districts
7X	Town Appearance	•kept-up appearance, cleanliness and storefronts
7X	Environmental Efforts	•protect land and water resources; develop alternative energy

MOST MENTIONED IDEAS TO MAKE IT EASIER TO EXPAND OR KEEP BUSINESS IN HOMER:

10X	Less or Stable Taxes	•tax burden topped a longer list of costs of doing business that impact area businesses
10X	Good Labor Pool	•access to a good labor supply was mentioned as frequently as tax rates
7X	Pro-Business City Policies	•City take into account the implications of ordinances and permitting procedures for business

MOST MENTIONED SUGGESTIONS FOR CITY OF HOMER INFRASTRUCTURE & SERVICES:

7X	Keep boat/marine business in Homer	•affordable harbor; large vessel harbor & haul out; fish processing incentives
7X	Improve or Control Gov't Regulation	•better sign ordinance, building codes for safety and appearance; consistent enforcement
7X	Road quality & transportation infrastructure	•more paved roads, intersection sight lines, strategic crosswalks; paved Spit parking

EDC Proposed Action Items

Local business concerns the EDC proposes to work on in short-term:

- ✓ Clarify specific City regulatory barriers in the areas of zoning options and the permit process, sign ordinance (particularly in regard to several businesses co-located in one building) and lease policy and procedure -- while keeping safety, town appearance and quality of life elements in the balance;
- ✓ Explore public-private partnership to create a master plan for a more vibrant, connected central commercial district with attention to appearance, trail connections, way-finding, arts, wi-fi zone, etc.
- ✓ Support efforts to develop large vessel haul-out;
- ✓ Share survey results with other organizations/government units engaged more directly in the issues as a catalyst for solutions;
- ✓ Educate ourselves and others about the actual scope of City government reach in the various challenges brought out by the survey and connect individual business owners with information about the organizations and resources available for to address concerns and for business assistance.

Longer-term issues that cut across many businesses and require various stakeholder involvement in both strategy development and implementation:

- ✓ Explore City participation in coordinated public-private initiatives to recruit workforce;
- ✓ Support large vessel harbor development with attention to competitive rates and multi-use Spit management.

IMPLEMENTATION PLAN

Successful implementation of the CEDS will depend on a collaboration of local government with members of Homer’s business and non-profit communities. Many activities will be ongoing in nature. Others will set the stage for additional progress.

STRATEGY	RESPONSIBILITIES
“BIGGER PICTURE” FACTORS	
LOCAL GOVERNMENT POLICIES & SERVICES	
Goal: Local government will provide quality basic services and infrastructure needed to support and encourage private sector economic activity for the benefit of current and future generations.	
A: Utilize land use policies and other regulations to serve the overall public interest without unduly restricting development.	Planning Dept., Port & Harbor Dept., Public Works Dept.
1. Process permit and lease applications more efficiently/quickly.	
2. Project “How can we help you?” attitude in permitting process.	
3. Review policies and practices at least every 5 years.	
B. Provide high-quality public services and infrastructure.	
1. Maximize outside investment in City infrastructure to reduce burden on local taxpayers.	City Manager’s Office, Public Works Dept., Port & Harbor Dept.
2. Make maintenance of infrastructure a priority.	City Council
3. Support “quality of life” through City services and infrastructure.	City Council
QUALITY-OF-LIFE FACTORS	
Goals include enhancing /protecting Homer’s visual impact, arts and culture scene, educational opportunities, ease of transportation including walking and biking, recreation and fitness opportunities, health services, festivals and special events, and vitality of the downtown district.	
City Council and all departments, in collaboration with other community groups.	
AFFORDABLE HOUSING	
Goal: Assess options to meet current and future needs for affordable housing.	
A. Form task force to assess current housing supply, identify needs and barriers, evaluate options, and make recommendations.	City Council/Kenai Peninsula Housing Initiatives
A SKILLED, EDUCATED WORKFORCE	
Goal: Ensure quality life-long learning opportunities in Homer.	
A. Support quality public school programs.	City Council
1. Advocate for vocational/technical programs and basic skills classes as well as college-preparatory curricula.	
2. Support efforts to provide students with hands-on learning experiences.	
B. Support growth of UAA-KPC-Kachemak Bay Campus.	City Council
1. Support efforts to market Homer as a place to go to college.	

2. Support KBC goals aimed at expanding the campus with new buildings and facilities.	
3. Support the development of student housing.	
4. Support the development of new college programs to meet existing needs and likely areas of future job growth.	
C. Advocate for new vocational/technical training programs and centers in or near Homer.	City Council
1. Support Homer as the location for a Maritime Academy.	
2. Support vocational/technical programs offered at the college, high school, Alaska Vocational/Technical Center, and private companies or non-profit organizations	
D. Provide and protect the quality-of-life attributes known to attract skilled workers.	City Council and all departments in collaboration with other community groups
TECHNICAL AND FINANCIAL ASSISTANCE FOR BUSINESS OWNERS	
Goal: Improve chances of success for local entrepreneurs seeking to start or expand a business.	
A. Continue to support the Small Business Development Center housed at the Chamber of Commerce.	City Council
B. Support development of a new program aimed at helping entrepreneurs identify and secure needed capital.	Chamber of Commerce, City of Homer Economic Development Coordinator ²⁸
C. Support development of a program to provide mentoring and other networking opportunities for local entrepreneurs.	Chamber of Commerce, Economic Development Coordinator
THE BIGGER WORLD	
Goal: Help create a community that is resilient to adverse economic impacts related to such things as global financial crises, climate change, and escalating fossil fuel prices.	
A. Appoint a Local Food Commission to recommend and facilitate policies and programs designed to increase local agricultural production and consumption.	City Council
B. Continue to support development of renewable energy sources to help reduce dependence on fossil fuels.	City Council
C. Continue to work to bring natural gas to Homer.	City Council
D. Support Smart Growth principals such as mixed-use development, transportation options, and affordable housing.	City Council, Planning Commission, Planning Department
E. In development decisions, take into account possible future impacts of global greenhouse gas emissions such as sea level rise and ocean acidification, as well as potential positive effects such as longer, warmer growing seasons.	City Council, City departments
F. Support continued management of Alaska fisheries based on principles of sustainability.	City Council

²⁸ Economic Development Coordinator refers to a new position. See recommendations for “An Organizational Structure for Economic Development.”

G. Support programs which help local business owners and homeowners improve energy efficiency in their buildings and facilities.	City Council
ECONOMIC SECTORS	
COMMERCIAL FISHING AND MARICULTURE	
Goal: Protect and enhance commercial fishing and mariculture as a key element in Homer’s basic (export) economy.	
A. Support state/federal regulatory measures that help ensure sustainable fisheries.	City Council
1. Keep abreast of information related to fisheries health.	
2. Support regulatory proposals aimed at maintaining healthy populations and sustainable harvest levels.	
B. Provide and maintain infrastructure at the Port of Homer needed to support and grow the local fishing industry.	City Council, City Manager, Port & Harbor Director
1. Seek ways to either redefine “fish processing” at the state level or meet the current definition at the local level to help capture more of the fisheries taxes collected by the Alaska Dept. of Revenue.	
2. Continue to seek funding for expansion of the small boat harbor to make room for more commercial fishing vessels.	
C. Encourage development of the local seafood industry beyond traditional products and markets.	City of Homer Economic Development Coordinator, Small Business Development Center, Kenai Peninsula Economic Development District
D. Market Homer as a center for commercial fishing and quality seafood products.	Chamber of Commerce, industry groups, City Council
1. Develop and promote local product identification.	
2. Publicize the advantages of doing fisheries-related business in Homer.	
GENERAL MARINE TRADES/PORT & HARBOR DEVELOPMENT	
Goal: Promote growth and vitality of the marine trades as an economic cluster in Homer.	
A. Utilize City lease policies to help ensure that property needed for marine businesses is available on the Homer Spit at reasonable terms.	City Council, City Manager, Lease Committee
B. Continue to seek funding for capital projects that will benefit the marine trades, such as Deep Water Dock expansion and expansion of the Small Boat Harbor.	City Council, Special Projects Coordinator, Port & Harbor Director
C. Promote Homer as the site for an Alaska Maritime Academy.	City Council
D. Encourage new businesses that will fill unmet needs within the marine trades cluster.	Economic Development Coordinator, Chamber of Commerce
E. Address parking problems on the Spit	City Council
F. Encourage overslope development through public/private partnership whereby the City of Homer will invest in the necessary platforms and pilings to support further development.	City Council

TOURISM/VISITOR INDUSTRY	
<p>Goal: Increase the net benefits that tourism brings to Homer. <i>Note: The following objectives (A, B, and C) are taken from the Homer Comprehensive Plan, Economic Vitality Chapter. For more information including proposed strategies, see the Homer Comprehensive Plan, Chapter 8.</i></p>	
A. Invest in local infrastructure, parks, and civic improvements that will serve locals as well as visitors.	City Council
B. Support efforts to improve community attractions, including access to attractions and links between them.	City Council, Parks and Recreation Division, partner organizations such as Pratt Museum
C. Increase the net benefits that tourism brings to Homer. <i>The following strategy is one of those listed in the Homer Comprehensive Plan for achieving this objective: "Continue to explore the establishment of conference and convention capabilities in existing and/or new facilities."</i>	City Council, City Manager
1. (EDC recommendation): Pursue enactment of a modest local bed tax to support a conference center and other economic development activities.	
ARTS AND THE CREATIVE CLASS	
<p>Goal: Continue to attract artists and other members of the creative class to Homer and maximize economic benefit to the community.</p>	
A. Work to enhance and protect the quality of life factors that make Homer attractive to artists and other creative people.	City Council
B. Support public art above and beyond the existing 1% for Arts ordinance.	City Council and all departments, in collaboration with other community groups and businesses
1. Commission public art for existing parks, buildings, streets/sidewalks, and other facilities.	
2. Provide spaces, permanent and temporary, for art installations and music/performance art events.	
C. Publicly recognize the value of art in our lives and in our community.	City Council, Chamber of Commerce, other organizations
D. Support arts education in the public schools and elsewhere.	Kenai Peninsula Borough School District, City of Homer
E. Partner with local arts organizations and businesses to promote art in the community.	City Council, Chamber of Commerce
HEALTH, WELLNESS, AND RECREATION	
<p>Goal: Enhance the economic benefits to Homer from health, wellness, and recreation programs and providers.</p>	
A. Support efforts to provide modern technology in the health care sector; e.g., at South Peninsula Hospital.	South Peninsula Hospital, City Council
B. Support local job training programs in the health care field.	City Council, UAA-KPC-Kachemak Bay Campus

C. Seek to attract medical specialists in areas where there is unmet need.	Medical community, social service agencies
D. Support growth of services to meet the needs of senior citizens.	Homer Senior Citizens, other social service agencies, City Council
E. Support necessary steps to comply with federal health care reform mandates at the local level.	South Peninsula Hospital, other health providers, City Council
F. Publicize Homer's many health care and wellness options through a directory of local health and wellness services.	Chamber of Commerce, Economic Development Coordinator
G. Expand and improve the City of Homer's Parks and Recreation Program.	City Council, Parks and Recreation Commission, Community Recreation Coordinator
1. Complete a community recreation needs assessment.	
2. Investigate successful models from other towns.	
3. Develop a community parks and recreation master plan that describes program elements, staffing needs, and potential funding sources.	
4. Seek funding from multiple sources for the Parks and Recreation Program.	
EDUCATION	
Goal: Enhance economic development in Homer through the education sector.	
A. Support early childhood education programs in Homer.	City Council
B. Support adequate funding for Kenai Peninsula School District operations in Homer, with an expansion of vocational-technical education.	City Council
C. Support goals of the Kachemak Bay Campus of UAA-KPC including expansion of the campus and provision of student housing.	City Council
D. Support expansion of educational programs to take advantage of emerging economic opportunities and/or to capitalize on Homer's existing strengths and assets, such as interest in sustainability, proximity to ocean resources, and arts/culture.	City Council, local college, local arts organizations and other non-profits
THREE BROAD SECTORS: CONSTRUCTION & MANUFACTURING, RETAIL, SERVICES	
Goal: Increase the contribution these sectors make to Homer's overall economic health.	
A. Encourage enterprises that will provide jobs and other economic benefits without serious negative side effects.	City Council, Economic Development Commission, Economic Development Coordinator, Chamber of Commerce
B. Encourage value-added manufacturing to maximize local resources and provide products for export.	City Council, Economic Development Commission, Economic Development Coordinator, Chamber of Commerce
C. Convey a "How can we help you?" attitude to assist prospective business owners and those seeking to expand existing businesses.	City Council, Planning Commission, Planning Department
1. Utilize zoning to ensure adequate land for different needs and publicize available land zoned for different purposes.	

2. Improve the permitting process to clearly communicate requirements and reduce time and frustration for applicants.	
3. Publicize resources provided by other organizations that can assist local business owners.	
HIGH TECH/INTERNET BUSINESSES	
Goal: Support the growth of the high tech sector in Homer, including Internet-based businesses.	
A. Support technical upgrades that benefit individuals and businesses who utilize these services extensively; e.g., high speed broadband Internet, improved cell phone service, and wireless connectivity.	City Council, Economic Development Coordinator, Chamber of Commerce
B. Market Homer’s quality of life factors and suitability for high-tech/Internet-based operations.	City Council, Economic Development Coordinator, Chamber of Commerce
C. Support training opportunities for skill development in computer-related fields, including Internet-based commerce.	UAA-KPC-Kachemak Bay Campus, local high schools
TRANSPORTATION AND WAREHOUSING	
Goal: Increase the role of transportation and warehousing in Homer’s economy.	
A. Improve and expand Homer’s Port and Harbor facilities, including expansion of the Deep Water Dock and construction of the proposed East Boat Harbor.	City Council, City Manager, Port and Harbor Dept.
B. Utilize lease policies to simultaneously benefit the broader community and individual business owners.	City Council, City Manager, Lease Committee
C. Market Homer to attract new transportation-related businesses.	City Council, Chamber of Commerce
D. Improve and expand Homer’s overall transportation network in keeping with the goals of the Homer Comprehensive Plan, Transportation Plan, and Non-Motorized Transportation and Trail Plan.	City Council, Planning Commission, Planning Dept., Public Works Dept.
E. Support the development of a rail line connecting Homer to Anchorage.	City Council
AGRICULTURE	
Goal: Support expansion of local agricultural enterprises in the Homer area.	
A. Provide the Homer Farmers Market with a permanent location; e.g., in the proposed Town Center.	City Council
B. Advocate for a USDA-approved meat processing facility on the southern Kenai Peninsula.	City Council, Homer Farmers Market
C. Support construction of a community cold storage/freezer facility.	City Council, Homer Farmers Market
D. Support development of a “kitchen incubator” that provides food producers and processors in start-up and growth phases with access to technical assistance and shared facilities.	City Council, Homer Farmers Market
E. Build a new greenhouse for the City to use and encourage Homer High School to use existing greenhouses in a full year-long agriculture curriculum.	City Council, Kenai Peninsula Borough School District

F. Support efforts to encourage local food production, connect local farmers with markets, and publicize the benefits of “eating local.”	Homer Farmers Market, Sustainable Homer, City Council, Chamber of Commerce
G. Consider land use and/or tax incentives to take full advantage of the fact that the Homer bench is an extremely valuable agricultural microclimate.	City Council
H. Establish a program whereby City crews and equipment will assist in turning lawns into garden plots, at either no or low cost to property owners.	City Council, Public Works Dept.
I. Eliminate the City sales tax on locally grown non-prepared food.	City Council
J. Support changes in borough tax policy to classify greenhouses as “agricultural.”	City Council
K. Network and collaborate with University of Alaska-Fairbanks and Cooperative Extension Service personnel regarding research and funding opportunities.	Homer Farmers Market, City Council
L. Establish a Local Food Commission to further develop goals and strategies related to local agriculture/sustainability and facilitate achievement of the goals.	City Council
RETIREES AND SECOND-HOME RESIDENTS	
Goal: Maximize the benefits of retirees and second-home residents to the local economy.	
A. Focus on enhancing and marketing quality of life factors rather than offering financial incentives to attract retirees.	City Council
B. Support the growth of senior services in Homer, including health services.	Homer Senior Citizens, South Peninsula Hospital, and other health and social service agencies
C. Support efforts that result in vacation travel by seniors to Homer and seek to create a positive first impression for these visitors.	City Council, Chamber of Commerce
GOVERNMENT	
Goal: Without advocating unnecessary growth of government, maximize the contributions of government (especially borough, state, and federal) as an economic sector in Homer.	
A. Advocate for expansion of borough, state, federal, and tribal government offices and programs in Homer, as appropriate.	City Council
B. Seek to understand the needs of government agencies in Homer and work cooperatively to ensure those needs are met.	City Council
C. Respond to requests for letters and resolutions of support by government agencies, as appropriate.	City Council, City Manager
D. Take advantage of opportunities for networking and collaboration to help foster positive relationships with representatives of government agencies.	City Council, City departments

DOWNTOWN VITALIZATION	
Goal: Enhance downtown Homer as a magnet for business development, a destination for residents and visitors, and a recognized asset contributing to Homer’s quality of life.	
A. Complete master planning for the Town Center district.	City Council, possibly working with task force
1. Identify preferred routes and design for new roads, trails, sidewalks, parking areas, and community open space.	
2. Work with landowners to accomplish land trades or lot line adjustments as needed.	
3. Consider a public market as a primary anchor for Town Center development and include space for the market in the master plan. Work with Homer Farmers Market toward this goal.	
B. Emphasize connections to Pioneer Avenue, Main Street, and Old Town to help ensure that Town Center development benefits existing and future businesses in these areas.	City Council, Planning Department, Public Works Department
C. Take steps to make Pioneer Avenue more appealing as a commercial district. Support similar improvements on Main Street and Bunnell Street.	City Council, Planning Department, Chamber of Commerce
D. Seek funding from public and private sources to build the first roads, sidewalks, parking lots, and trails and provide utilities as outlined in the Town Center master plan.	City Council, City Manager, Special Projects Coordinator
E. Actively promote Town Center as a location for dense, attractive, mixed-use development.	City Council, Economic Development Coordinator, Chamber of Commerce
AN ORGANIZATIONAL STRUCTURE FOR ECONOMIC DEVELOPMENT	
Goal: Greatly increase the chances that other goals in this plan will be accomplished by providing funding and staffing for an economic development office.	
A. Seek permission from the Kenai Peninsula Borough and from voters to enact a modest local bed tax to provide a revenue stream to support economic development activities, possibly including construction and operation of a conference center.	City Council
B. Establish the economic development office as a City division (or initially, a single full-time position).	City Council
C. Establish the geographic reach of the new program as the greater Homer area, to include Homer, Diamond Ridge, Kachemak City, and Fritz Creek.	City Council



Memorandum

TO: ECONOMIC DEVELOPMENT ADVISORY COMMISSION
FROM: RACHEL TUSSEY, DEPUTY CITY CLERK
DATE: MAY 8, 2019
SUBJECT: WHAT CONSTITUTES A COMMITTEE

At the April 3rd regular meeting, Chair Marks requested additional information on what constitutes a formal committee (requiring City Council approval) and what level of informal collaboration between commissioners is appropriate. Please note that the Economic Development Advisory Commission is a public body that advises City Council. As a municipal government entity, we are here to serve the public and must make sure that we're doing it in a way that follows all local and state laws.

What is considered a "meeting" and when is it appropriate for commissioners to interact?

According to the Open Meetings Act (OMA), a governmental body with only the power to advise or make recommendations, but has no authority to establish policies or make decisions for the public entity, has a "meeting" when:

- a. More than three members or a majority of the members, whichever is less, are present (a quorum);
- b. There is a gathering of governmental body members; and
- c. This gathering is "prearranged for the purpose of considering a matter upon which the governmental body is empowered to act." AS 44.62.310(h)(2)(b).

It is important to note that **a matter on which the body is permitted to act includes every step of the deliberative process, from brainstorm sessions to fine tuning a proposal.** Meeting must be prearranged for the purpose of considering matter upon which the body is empowered to act.

Chance encounters will not constitute a meeting, even if the members discuss a matter on which they could advise or make a recommendation. Additionally, a social gathering arranged for a given social purpose and not prearranged to discuss matters on which the body can act is not a meeting.

If four of the members email each other (such as selecting "reply all") about a matter that the body is authorized to collectively act on, a meeting could occur. Similarly, if a majority of the members of a subcommittee that consists of two or more members email each other (such as 2-3 commissioners/board members working on a project together) about the same kind of matter, a meeting could occur. See AS 44.62.310(h)(2)(A).

Examples:

- Commissioner A calls/emails Commissioner B to meet up for coffee to discuss a new project that they're planning on presenting at the next meeting. This is considered a "prearranged" meeting to discuss matters on which the body can act on. The better course of action is for each commissioner to meet/work with the staff person individually, that way collaboration on a project is still getting done but in a way that doesn't violate the OMA.

- Several commissioners happen to be at a local non-profit event unrelated to the EDC. They're chatting about various topics when sign ordinance issues come up. There's brief discussion on the EDC's process so far (they didn't discuss what they should do next), and then the topic changes again. This is not considered a meeting.
- Commissioner A finds a really interesting article related to economic development in the Homer area and shares it via email with all the other commissioners. Sharing items directly with the commission is not appropriate and should be sent to the staff person instead who can distribute it. If it is a topic that all commissioners would like to discuss, it should be included in the next meeting packet under informational materials.
- Commissioner B is sending out email invitations for a local event (not related to the EDC) to numerous people, including all the commissioners. This is considered a social gathering arranged for a given social purpose and not prearranged to discuss matters the body can act on.

Given the case law in this area, boards and commissions should avoid all discussions outside of the context of a properly noticed meeting where such discussions, whether by email, phone, during meeting breaks or otherwise, could be characterized as "important decision making and substantive discussion [that] took place outside the public eye".

When does the EDC need to formally request City Council approve a committee?

There are times when a large project will come up that may not necessarily need the entire commission to meet but would be better accomplished with tasking 2 to 3 commissioners and some staff to collaborate together and bring back to the commission for overall approval. Such projects could include re-writing the CEDS or other EDC-related reports, research and information gathering for a survey, or collaborating with a City department on policy/code changes.

Nearly all of these large projects are topics that most likely will be going to City Council later for final approval. If the commission is looking for preliminary buy-in from Council, putting together a request to form a subcommittee is a great way to introduce the idea to Council and establish a timeline/direction for the subcommittee to work from. Within the parameters of Council's approval, a subcommittee can meet as many times as necessary (the Clerk's Office would handle the proper scheduling/advertising per the OMA) and focus on the task.

This process saves time in the long run and abides by the OMA and Homer City Code. A subcommittee can streamline the work needing to be done, the commission saves time at their monthly meetings, they would make the final proposal to City Council, and since Council has already weighed-in on the project it is more likely to be approved.

If it's a topic or project that can easily be collaborated on between the staff person and a couple commissioners (individually), then a subcommittee may not be necessary. Things to consider include available staff and commissioner time to dedicate to it, duration of the project, if it will be going to City Council for final approval, and how significant of a project it is.

RECOMMENDATION

Informational item



City of Homer

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Memorandum

TO: Mayor Castner and Homer City Council
FROM: Katie Koester, City Manager
DATE: April 3, 2019
SUBJECT: April 8 City Manager Report

Port Expansion Project Update: New Large Vessel Moorage Facility

With the positive results from the Planning Assistance to States (PAS) Study nearing completion, the Army Corps of Engineers require a letter of intent from the City requesting that they resume the 2004 general investigation for the Port expansion project in Homer. This formal request from the City will enable the Corps to ask that the project: (1) be accepted in their queue and (2) be introduced into their budget. At this time there are no financial commitments from the city with this request. However, when we move into this next phase of the study the city will have to commit to our share of the \$3 million dollar study cost. The original 2004 study was cost shared between 3 parties: 50% Corps, 25% City and 25% State. Work-in-Kind services provided by the City can be credited toward the City's share as long as those services occur after the agreement is signed and the study re-instated. The attached letter of intent will be resubmitted to the Army Corps of Engineers for 2019, allowing them to introduce and include the project in their upcoming budgeting process and re-engage with the state for the purpose of partnering and cost sharing on this very important project.

Kachemak Bay/ Fox River Flats Critical Habitat Update

The Kachemak Bay/Fox River Flats Critical Habitat Area Plan update continues. Deputy Planner Engebretsen represents the City on this working group. Recent topics of discussion have included hazardous materials storage, such as fuel tanks on docks, and hatchery issues. The public has the opportunity to ask brief questions at the end of the meetings, but not to offer public comment. When a CHA plan is updated, public comments are solicited at specific times – unlike city business where people are invited to speak at any point along the way. When the draft plan is released, there will be a 30 day public comment. This allows everyone who wishes to comment the equal opportunity to participate. Very tentatively, the draft plan could be out in spring 2020.

Blue Line Awareness events a great success!

More than 100 adults, children and a few pets gathered at the Elks Lodge in Homer on Saturday, March 30 to run, walk, and learn about Homer's tsunami safe zone.

In true emergency preparedness fashion, the success was due to a whole community effort. I want to extend a big thanks to everyone who came out for the events, and to all who helped with the Blue Line events.

- Print Works and Homer Electric Association helped produce the blue line signs and maps;
- Red Cross and Salvation Army volunteers greeted participants with hot coffee and emergency preparedness materials at the Elks Lodge;

- Volunteers from Wells Fargo Bank, Friends of the Homer Public Library, City Council, Kenai Peninsula College, Cook Inlet Keeper and the community cheered and encouraged participants from several blue line stations along the route, and then stayed on at the stations after the run to introduce citizens to Homer's tsunami inundation maps;
- Ulmers, Nomar and Homer Saw & Cycle generously donated Grab & Go backpacks as raffle prizes; and
- Kachemak Bay Running Club and Homer Police Department helped keep everyone safe on the route.

Finally, when you see Wayne Aderhold out and about, please thank him for his enthusiastic planning and logistical contributions. In Wayne's words, thanks to everyone's efforts around the community, our citizens are now more aware of where they stand (literally!) and are better prepared for future warnings.

2018 4th Quarter Report

The fourth quarter financial report is completed in pre-audited status. There are a multitude of adjustments that are made during the audit process, so these reports should be viewed as preliminary until the audit is completed later this year.

The general fund fared well in 2018, primarily due to a bump in revenues and significant reductions in spending. There were a handful of positions that remained vacant through most of 2018 and this is one of the primary contributors to the decrease in expenditures (in comparison to the budget) for the general fund. Other factors include: conservative budget for liability insurance, snow removal, professional services and fuel/lube costs. All of these items are volatile and most are connected to seasonal fluctuations (ie. if winter is warm then fuel/lube and snow removal costs will be down).

The water and sewer fund finished 2018 close to its budgeted projections. There were some significant expenses that pulled the actuals above budget, but there were almost equal line items that came in under budget to offset the overages. These expenses included the ever increasing cost of chemicals for the water treatment plant and unexpected technical support to assist in the replacement of broken parts at the plant. There were also some management decisions made with the distribution of labor costs at the sewer plant, which explains the overage. However, this overage was offset within the sewer fund as the labor costs were redistributed.

The enterprise fund (Port and Harbor) basically broke even for 2018 in regards to actuals matching budgeted expectations. The revenue for the harbor is extremely volatile and that explains why some areas we are over-projecting and others we are under on. The primary over-budgeted items for harbor expenditures are electricity at the Fish Dock and the manner in which the bond payment is booked (this will be addressed during audit). These overages are almost equally offset by significant cost savings measures.

International City Manager Association (ICMA) Western Region Conference Trip Report

I had the privilege of attending the ICMA Western Region Conference in Reno, Nevada mid-March. The theme of the conference this year was innovation. I particularly enjoy this conference as it brings together City Manager's from across the west coast in an intimate (relative to the national conference where there are thousands of us!) setting that really allows for the exchange of ideas and best practices. These are the cities of California, Washington and Oregon and many of them have been able to move through issues that we are still struggling with. Ironically, a lot of the communities are dealing with the perils of prosperity with job growth outpacing housing (especially in the Silicon Valley area).

West Coast Leadership Meeting

As a board member of the Alaska Municipal Management Association, I attended the Western Region Leadership meeting where we discussed what measures different associations are taking on to grow the profession, support managers, and promote diversity. Seventy-eight percent of ICMA members who are chief executive officers are male and the average age is 56. The Alaska Association is working on a mentorship program and a new manager orientation to help forward these goals. As a state, we struggle with inexperienced members being thrown into a management role with little to no experience in small villages and towns.

Sessions on Innovation

The conference was structured to promote outside-the-box thinking and encourage organizations to promote creativity within employees through structured exercises, some of which I will be able to incorporate into staff meetings. Creating a culture of innovation can be as simple as awarding employees for innovation that improves services or reduces cost (for example, in 2018 we had a wastewater operator come up with innovative ways to reduce electricity consumption at pressure reduction stations which saved public dollars). It also can be incorporated into the evaluation process, asking employees what they did differently this year and what new ideas they have for the City.

ICMA staff Xavier Huges presented on how local government can effectively incorporate technology to solve problems and serve constituents. A couple of interesting examples were tiny robots that are geocoded and deposited into wastewater systems that are engineered to detect opioid levels in the wastewater. From this technology, public officials can determine where outbreaks of opioid abuse are highest and deploy public health resources. Another interesting use of technology was by police departments who use drones with cameras that auto deploy when gunshots are detected to survey the scene by camera, gathering evidence in the critical minutes right after a crime occurs. During the break out session, I had the opportunity to speak to the presenter about scaling innovation to a small community like Homer (where, thank goodness, we don't have a use for drones triggered by gunshot). One of his suggestions was to develop a gift authority in City Code where organizations could work with the city free of charge on emerging technology. He also suggested ways to use GIS data to visualize trends in the community that will help policy makers. These are initiatives that have so much potential, but take a tremendous amount of capacity and resources to get off the ground. I am hopeful that one day during my tenure we will be able to implement more technological resources to aid in: a) visually detecting trends and analyzing data and b) creating a more user friendly and transparent platform for managing the budget and sharing information with the public. These are goals that are not too far away, but first we have to focus on doing the basics really well before we improve upon them with innovations and technology upgrades.

Public Safety

With Police and Fire being core services many municipalities provide, there is always a session on public safety. Of course larger municipalities struggle with right sizing their force and developing formulas to aid in this – I don't need a formula to tell me that having 2 officers on at all times to provide backup is a goal we should be striving towards. Nevertheless, there is always good information shared like what level of training do we need in our EMS responders? (Hint: it should be based on the complexity of the calls). ICMA will be publishing a book on trends in volunteerism that I will be waiting for as we struggle with declining trends in volunteerism within HVFD.

Cannabis Lessons Learned from the West Coast

Another fascinating topic that west coast communities have experience in is the regulation of legal marijuana sales. I took copious notes here! Most of the communities regulate marijuana to a higher degree than Homer, which instead relies on the State to do most of the regulation and enforcement; this comes with significant costs in planning, permitting, and drug enforcement. It was common to have a limit on the number of facilities permitted as a matter of public policy. Managers cautioned that there is a tremendous amount of money in this business and to be prepared for every trick and maneuver for businesses to try and gain an edge. In some communities the pressure and lobbying on individual councilmembers became so intense that they had to remove Council from the decision making process. It will be interesting to see if that type of big business makes it to Alaska; as to date it seems that Homer's permits have been for more small scale operations. Nearly all communities had a separate tax that they levied on marijuana sales, and spent a fair amount of resources shutting down illegal operations (medical marijuana establishments that sold to the general public, for example). ICMA has some great resources on managing the emerging cannabis industry that I would be happy to share with Councilmembers if they are interested.

Of course some of the best conversations happen in the halls and after sessions as I get the opportunity to ask specific questions on how to give effective direction to support the leadership team, how to navigate incorporating more professional development and training, and what to look for in high-level positions to guarantee the right fit. I can't tell you how valuable gaining this sense of perspective and soaking up the advice of my colleagues is. I really appreciate Council supporting my attendance at professional conferences – it makes me a better manager, gives me perspective, and reinforces my role in your process and how I can help you achieve your goals. Thank you.

Enc:

April Employee Anniversaries

Letter of Interest to Army Corps RE: Large Vessel Harbor Expansion

Blue Line Photos

2018 4th Quarter Report

CPV tax letter to KPB



City of Homer

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Memorandum

TO: MAYOR CASTNER AND CITY COUNCIL
FROM: Katie Koester
DATE: April 8, 2019
SUBJECT: April 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.

Joe Young,	Public Works	12	Years
Rick Pitta,	Police	10	Years
Travis Brown,	Port	7	Years
Erica Hollis,	Port	7	Years
Jean Hughes,	Public Works	4	Years
Jaclyn Arndt,	Fire	3	Years



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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

Photos from Saturday's Tsunami Blue Line Fun Run-Walk



Quarterly General Fund
Expenditure Report
For Quarter Ended December 31, 2018 (100%)

	Adopted FY18 Budget	Actual As of 12/31/18	Budget Remaining	% Budget Used
<u>Revenues</u>				
Property Taxes	\$ 3,264,974	\$ 3,470,694	\$ 205,720	106.30%
Sales and Use Taxes	6,474,133	6,620,042	145,909	102.25%
Permits and Licenses	28,588	46,514	17,926	162.70%
Fines and Forfeitures	22,154	15,980	(6,174)	72.13%
Use of Money	36,851	64,372	27,521	174.68%
Intergovernmental	697,355	658,651	(38,704)	94.45%
Charges for Services	594,808	559,277	(35,530)	94.03%
Other Revenues	-	28,518	28,518	100%
Airport	146,869	203,822	56,953	138.78%
Operating Transfers	1,189,764	1,189,764	0	100.00%
Total Revenues	\$ 12,455,495	\$ 12,857,634	\$ 402,139	103.23%
<u>Expenditures & Transfers</u>				
Administration	\$ 1,040,613	\$ 1,009,930	\$ 30,682	97.05%
Clerks	713,141	668,353	44,788	93.72%
Planning	364,987	348,891	16,095	95.59%
Library	887,710	841,386	46,324	94.78%
Finance	668,649	630,034	38,615	94.22%
Fire	1,061,339	934,459	126,879	88.05%
Police	3,267,428	3,145,511	121,917	96.27%
Public Works	2,558,787	2,399,405	159,382	93.77%
Airport	211,494	188,330	23,163	89.05%
City Hall, HERC	179,019	152,863	26,156	85.39%
Non-Departmental	94,000	94,000	-	100.00%
Total Operating Expenditures	\$ 11,047,164	\$ 10,413,162	\$ 634,002	94.26%
Transfer to Other Funds				
Leave Cash Out	\$ 161,373	\$ 161,373	\$ 0	100%
Debt Repayment	-	-	-	-
Energy	10,703	10,703	-	100%
Adjusting Entries	-	-	-	0%
Total Transfer to Other Funds	\$ 172,076	\$ 172,076	\$ 0	100%
Total Transfer to Reserves	\$ 1,236,255	\$ 1,536,255	\$ (300,000)	124%
Total Expenditures & Transfers	\$ 12,455,495	\$ 12,121,493	\$ 334,002	97.32%
Net Revenues Over (Under) Expenditures	\$ 0	\$ 736,141		

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

Quarterly Water and Sewer Fund Expenditure
Report
For Quarter Ended December 31, 2018 (100%)

	Adopted FY18 Budget	Actual As of 12/31/18	Budget Remaining	% Budget Used
Revenues				
Water Fund	\$ 2,037,962	\$ 2,030,693	\$ (7,269)	99.64%
Sewer Fund	1,797,681	1,799,912	2,231	100.12%
Total Revenues	\$ 3,835,643	\$ 3,830,605	\$ (5,038)	99.87%
Expenditures & Transfers				
<u>Water</u>				
Administration	\$ 181,131	\$ 172,345	\$ 8,786	95.15%
Treatment Plant	533,568	579,991	(46,423)	108.70%
System Testing	55,803	56,177	(374)	100.67%
Pump Stations	112,329	105,573	6,756	93.99%
Distribution System	303,669	304,278	(610)	100.20%
Reservoir	45,944	49,187	(3,243)	107.06%
Meters	184,333	155,271	29,062	84.23%
Hydrants	184,290	181,170	3,120	98.31%
<u>Sewer</u>				
Administration	\$ 161,679	\$ 150,236	\$ 11,443	92.92%
Plant Operations	572,039	595,980	(23,941)	104.19%
System Testing	66,006	67,454	(1,447)	102.19%
Lift Stations	186,021	169,305	16,716	91.01%
Collection System	270,471	272,617	(2,145)	100.79%
Total Operating Expenditures	\$ 2,857,284	\$ 2,859,584	\$ (2,299)	100.08%
Transfer to Other Funds				
Leave Cash Out	\$ 19,960	\$ 19,960	\$ -	100%
GF Admin Fees	484,119	484,120	-	100%
Debt Repayment	-	2,018	(2,018)	100%
Other	43,398	43,398	-	100.00%
Total Transfer to Other Funds	\$ 547,476	\$ 549,496	\$ (2,018)	100.37%
Transfers to Reserves				
Water	\$ 136,215	\$ 136,215	\$ -	100%
Sewer	294,667	294,667	-	100%
Total Transfer to Reserves	\$ 430,882	\$ 430,882	\$ -	100%
Total Expenditures & Transfers	\$ 3,835,643	\$ 3,839,962	\$ (4,318)	100.11%
Net Revenues Over(Under) Expenditures	\$ 0	\$ (9,357)		

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

Quarterly Port and Harbor Fund Expenditure
Report
For Quarter Ended December 31, 2018 (100%)

	Adopted FY18 Budget	Actual As of 12/31/18	Budget Remaining	% Budget Used
Revenues				
Administration	\$ 527,240	\$ 542,126	\$ 14,886	102.82%
Harbor	2,730,986	2,804,507	73,521	102.69%
Pioneer Dock	364,326	326,707	(37,619)	89.67%
Fish Dock	549,740	591,532	41,792	107.60%
Deep Water Dock	280,500	263,149	(17,351)	93.81%
Outfall Line	4,800	4,800	-	100.00%
Fish Grinder	12,000	7,975	(4,025)	66.46%
Load and Launch Ramp	135,000	122,501	(12,499)	90.74%
Total Revenues	\$ 4,604,592	\$ 4,663,297	\$ 58,706	101.27%
Expenditures & Transfers				
Administration	\$ 640,497	\$ 747,747	\$ (107,249)	116.74%
Harbor	1,254,684	1,227,938	26,746	97.87%
Pioneer Dock	63,635	55,989	7,645	87.99%
Fish Dock	568,602	586,486	(17,884)	103.15%
Deep Water Dock	95,841	102,118	(6,277)	106.55%
Outfall Line	6,500	2,781	3,719	42.79%
Fish Grinder	22,000	30,797	(8,797)	139.99%
Harbor Maintenance	406,102	380,529	25,573	93.70%
Main Dock Maintenance	39,589	34,347	5,241	86.76%
Deep Water Dock Maintenance	50,089	50,260	(172)	100.34%
Load and Launch Ramp	85,482	68,317	17,165	79.92%
Total Operating Expenditures	\$ 3,229,520	\$ 3,287,310	\$ (54,289)	101.79%
Transfer to Other Funds				
Leave Cash Out	\$ 57,636	\$ 57,636	\$ (0)	100%
Debt Service	-	-	-	0%
GF Admin Fees	558,336	558,336	-	100%
Other	402,628	402,628	-	100%
Total Transfer to Other Funds	\$ 1,018,600	\$ 1,018,600	\$ (0)	100.00%
Transfers to Reserves				
Administration	\$ -	\$ -	\$ -	-
Harbor	-	-	-	-
Pioneer Dock	300,692	300,692	-	100%
Fish Dock	6,262	6,261	-	100%
Deep Water Dock	-	-	-	-
Outfall Line	-	-	-	-
Fish Grinder	-	-	-	-
Load and Launch Ramp	49,517	49,517	-	100%
Total Transfer to Reserves	\$ 356,471	\$ 356,471	\$ -	100%
Total Expenditures & Transfers	\$ 4,604,591	\$ 4,662,380	\$ (54,289)	101.26%
Net Revenues Over(Under) Expenditures	\$ 0	\$ 917		

These numbers are preliminary 61 are subject to our annual audit.



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

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(f) 907-235-3148

April 8, 2019

Mayor Charlie Pierce
Kenai Peninsula Borough
144 N. Binkley St.
Soldotna, AK 99669
Delivered electronically

SUBJECT: 2018 Cruise Passenger Tax Receipts

Dear Mayor Pierce:

I am writing to confirm that the City of Homer wishes to receive the 2018 Commercial Vessel Passenger Tax receipts from the Borough. It is our understanding that you will be sponsoring an ordinance that would make the Borough's share of these tax receipts for vessel landings in Homer available to the City. The City appreciates that and understands that the amount to be passed through for calendar year 2018 is \$35,815.

The City of Homer recognizes that these funds must be used for port and harbor improvements that directly benefit cruise ship passengers. The City agrees to comply with the provisions contained in AS 43.52.200 – 43.52.295 and former SB 256 and HB 310. It is the City's intention to apply 2018 funds from the Borough and the State to reimburse the Port and Harbor Enterprise fund for the construction of Ramp 2 restroom.

This project was recently completed (see attached images). Located at the center of the retail area on the Homer Spit and at the launching point for many recreational day trips, Ramp 2 is heavily used by cruise ship passengers when they are in port.

Using the funds in this manner has been previously approved by the Borough and the State. The City of Homer greatly appreciates the opportunity to pool these funds to be able to make meaningful improvements for passengers and leverage funds. In this project, the City's Commercial Passenger Vessel Tax funds leveraged Federal Land and Water Conservation Fund dollars for a 1:1 match. If cruise ship traffic remains constant, the City expects to have reimbursed the Enterprise for the CPV portion of Ramp 2 restroom by 2021.

Thank you in advance for your time and consideration. Please do not hesitate to contact me if you have any questions.

Sincerely,

Katie Koester
City Manager

Enc: Ramp 2 Restroom Project Summary

Cc: Brenda Ahlberg, KPB Community and Fiscal Projects Manager

New Ramp 2 Restroom Opens February 2, 2019

Public Works completed the final inspection of the new restroom on January 24, 2019. A punch list of work items was developed; these items will be completed in the next week. The restroom will be opened for public use early in February. Construction was completed by Beachy Construction, Homer, Alaska.



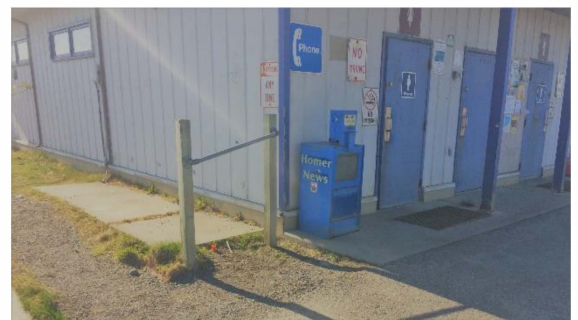
The City of Homer provided funding for the design. The construction of this project was funded by a Land and Water Conservation Fund grant (50%) and the City of Homer/Kenai Peninsula Borough Commercial Passenger Vessel (CPV) Tax Program grant funds (50%). The \$526,680 budget for the construction project was established by the City Council, actual construction costs totaled \$473,405.



The original restroom was built in 1974 and was 45 years old when demolished in August 2018.



Old Ramp 2 Restroom



The new restroom utilizes the existing foundation and utility connections, but new design efficiencies adds extra stalls, and reduces energy use and maintenance costs. Another important improvement is that the new facility is fully ADA accessible.



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Memorandum

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

Presentation on Tsunami Maps May 8th

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

Installation of Sharps Containers in City Restrooms

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

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

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

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

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

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

Update on Online Sales Tax

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

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

Changing of the Guard at Homer Public Library May 1st

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

Meeting with Division of Community and Regional Affairs (DCRA)

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

No paper packets

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

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

Enc:

Homer Steps it Up Challenge Flyer

KPB Sales Tax Code, definitions section

FAQ from AML on online sales tax

New Library Director Selected Press Release

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



HOMER

steps up!

2019

Free Community Walking Challenge

May 1 - 28, 2019

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

Individuals can participate, too!

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

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

enroll at homerstepsup2019.challengerunner.com

100 million steps in May - together!

South Peninsula Hospital
Foundation

*Supporting our community
in so many ways*



5.18.900. - Definitions.

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

- A. "Buyer" includes persons who are purchasers of personal property, rental space, or services.
- B. "Long-term vehicle lease" means a lease of a motor vehicle, as defined below, for a period of 24 months or longer. As used herein a "motor vehicle" is a motor vehicle, as defined in AS 28.40.100(12), that is either required to be registered under AS 28.10.011, or is exempted from registration under AS 28.10.011(6) and (11). However, "motor vehicle" does not include either an "off-highway vehicle" as defined in 13 AAC 40.010(30) or a "snowmobile" as defined in 13 AAC 40.010(49).
- C. "Mayor" or "borough mayor" means the mayor of the Kenai Peninsula Borough or his designee.
- D. "Nonprofit organization" means an association, corporation, or other organization where no part of the net earnings of the organization inures to the benefit of any member, shareholder, or other individual.
- E. "Office location" means the place in the borough where the seller does business, as determined by the borough.
- F. "Person" includes individuals and every person recognized in law and every group of persons who act as a unit.
- G. "Quarter" means trimonthly period established by the finance director.
- H. "Sale" or "retail sale" includes:
 - 1. Every sale or exchange of services;
 - 2. Every rental or lease of personal property;
 - 3. Every sale of the use or play of a vending machine;
 - 4. Installment, credit, and conditional sales;
 - 5. Every sale of use or title in tangible personal property, regardless of quantity or price, whether sold by vending machine or otherwise;
 - 6. Every rental or lease of real property other than a rental or other agreement for occupancy of residential real property pending the closing of a transaction which does not exceed 90 days in length for a buyer of that property.
 - 7. Gaming sales authorized by AS 5.15.
- I. "Sales price" means consideration paid by the buyer whether money, credit, rights, or other property, expressed in terms of money equal to the fair market value of the consideration and including de 71 or installation costs, taxes, or any other expenses

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

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

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

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

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

Online Sales Tax FAQ From AML April 12, 2019

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

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

What were the issues in the court case?

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

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

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

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

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

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

Does the court decision apply to municipalities?

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

What are the challenges for Alaska municipalities?

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

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

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

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

What is the Alaska Municipal League doing to help?

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

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

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

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

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

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

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

What is the Streamlined Sales Tax Project?

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

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

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

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

Can complexity lead to legal objections?

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

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

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

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

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

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

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

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

How can online merchants determine which municipality gets the taxes?

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

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

Can online vendors handle additional, specific sales taxes?

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

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

Taxation limits

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

Point of taxation

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

Definitions

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

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

Collection thresholds

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

Examples of taxable decision items

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

Administrative issues

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



City of Homer

www.cityofhomer-ak.gov

Administration

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NEWS RELEASE:

New Homer Public Library Director Hired

For immediate release April 19, 2019.

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

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

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

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

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

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



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

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

Contact:

Ann Dixon

907-435-3151

adixon@ci.homer.ak.us

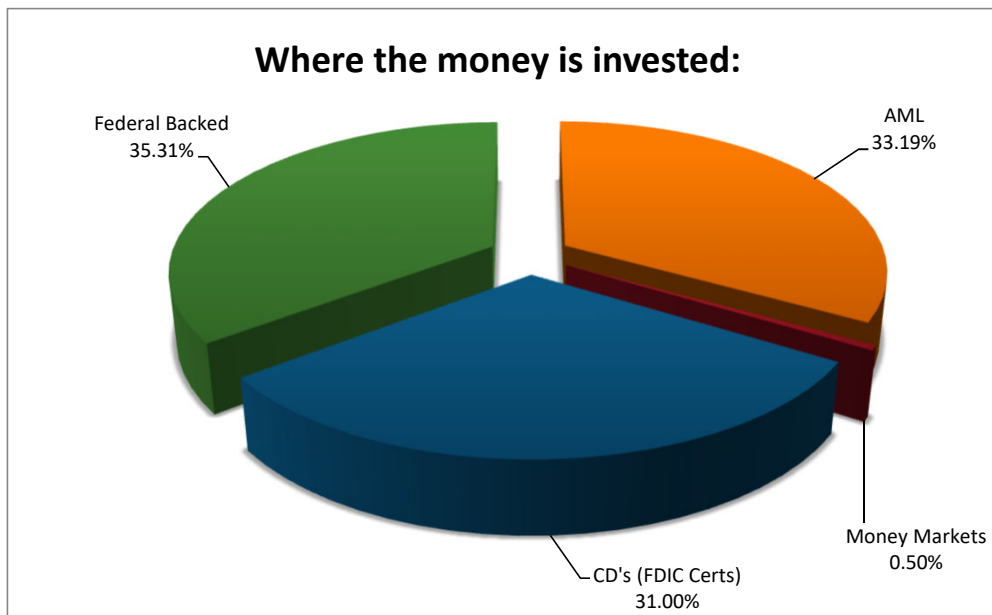
CITY OF HOMER Treasurer's Report

As of:

March 31, 2019

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

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



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

**2019 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 2019 meeting dates for City Council is as follows:

January 14, 28	_____
February 11, 25	_____
March 11, 26*	_____
April 8, 22	_____
May 13, 28*	_____
June 10, 24	_____
July 22**	_____
August 12, 26	_____
September 9, 23	_____
October 14, 28	_____
November 25**	_____
December 9, 16****	_____

City Council’s Regular Committee of the Whole Meeting at 5:00 pm to no later than 5:50 pm prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 pm.

*Tuesday meeting due to Memorial Day/Seward’s Day.

** There will be no first regular meeting in July or November.

***Council traditionally reschedules regular meetings that fall on holidays or high school graduation days, for the following Tuesday.

****Council traditionally cancels the last regular meeting in December and holds the first regular meeting and one to two special meetings as needed. Generally the second special meeting during the third week of December will not be held.