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**CITY OF HOMER  
HOMER, ALASKA**

City Manager  
Public Works Director

**RESOLUTION 23-089**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA APPROVING A TASK ORDER TO GEOVERA, LLC IN THE AMOUNT OF \$25,000 FOR SURVEY AND PLATTING SERVICES RELATED TO THE KACHEMAK SPONGE GREEN INFRASTRUCTURE STORM WATER MANAGEMENT PROJECT AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE THE APPROPRIATE DOCUMENTS.

WHEREAS, With the adoption of Ordinance 23-46, the City Council accepted a grant, as a sub-recipient, from NOAA, through the University of Alaska Anchorage, acting for the Kachemak Bay National Estuarine Research Reserve (KBNERR); and

WHEREAS, This project involves complex real estate transactions because some of the parcels need to be replatted to separate the land that will be acquired with grant funds from the land that will be acquired with other funds and all of the land needs to be surveyed; and

WHEREAS, It makes more sense to have one firm in responsible charge of the work as the most efficient and accountable way to navigate the complex transactions; and

WHEREAS, Geovera is recommended because of their a prior history of working in this neighborhood and involvement with the Kachemak Sponge project;

WHEREAS, Geovera proposed to perform the work for the estimated cost of \$21,070 to which we recommend adding a small contingency, bringing the total Task Order value to \$25,000; and

WHEREAS, The costs of this work are included in the budget set forth in the NOAA grant and thus, the City will be reimbursed from those grant funds.

NOW THEREFORE BE IT RESOLVED that the Homer City Council hereby authorizes issuance of a Task Order to Geovera, LLC, in the amount of \$25,000 to perform the surveying and platting tasks required to support the Kachemak Sponge Project.

PASSED AND ADOPTED by the Homer City Council this 11<sup>th</sup> day of September, 2023.

CITY OF HOMER



KEN CASTNER, MAYOR



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46 ATTEST:

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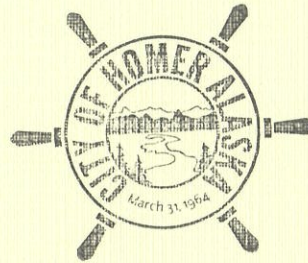
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*Melissa Jacobsen*

49 MELISSA JACOBSEN, MMC, CITY CLERK

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51 Fiscal note: Ordinance 23-46





## MEMORANDUM

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CC-23-202

**Resolution 23-089, A Resolution of the City Council of Homer, Alaska Approving a Task Order for Geovera, LLC in the Amount of \$25,000 for Survey and Platting Services Related to the Kachemak Sponge Green Infrastructure Storm Water Management Project and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director.**

**Item Type:** Backup Memorandum  
**Prepared For:** City Council  
**Date:** August 23, 2023  
**From:** Janette Keiser, PE, Public Works Director/City Engineer  
**Through:** Rob Dumouchel, City Manager

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### **I. Issue:**

The purpose of this Memorandum is to recommend award of a Task Order to Geovera, LLC for professional services to survey and re-plate properties the City will be acquiring, with the NOAA grant funds, for the Kachemak Sponge Green Infrastructure Storm Water Management Project (Kachemak Sponge).

### **II. Background:**

With the adoption of Ordinance 23-46, the City Council accepted a grant, as a sub-recipient, from NOAA, through the University of Alaska Anchorage, acting for the Kachemak Bay National Estuarine Research Reserve (KBNERR). This project involves some complex real estate transactions. Some of the land will be left undisturbed, with no storm water works built on it. This real estate will be preserved for conservation and as such, is eligible for the grant funding. Some of the land will have storm water works built on it, such as ditches, retaining ponds, etc. This land is not eligible for grant funding, but must be acquired with other monies.

Some of the real estate currently belongs to private parties and some of it belongs to the Kenai Peninsula Borough (KPB). The pathway from the current ownership to City ownership has a lot of moving parts. Some of the parcels need to be replatted to separate the land that will be acquired with grant funds from the land that will be acquired with other funds. All of the land needs to be surveyed. We invited three local survey firms to help with this work. We received proposals from two – Seabright Survey + Design and Geovera, LLC (Geovera). At first, we thought we could spread the work around,

but we came to realize it makes more sense to have one firm in responsible charge as the most efficient and accountable way to navigate the complex transactions. Both firms are highly qualified to do the field work and help with the platting processes. Geovera has a prior history of working in this neighborhood and involvement with the Kachemak Sponge project. Thus, we are recommending Geovera for the work.

The work will involve:

- Field surveying
- Boundary staking
- Staking the perimeters of the storm water works
- Identifying necessary and beneficial easements and ROW issues
- Designing a plat to separate the land that will be preserved for conservation and the land upon which storm water works will be built
- Conferring with the KPB and the Homer Planning Commission regarding platting exceptions

Geovera will be collaborating closely with the City's Planning and Public Works staff as well as with the funding agency and the Research Reserve as the work proceeds.

Geovera proposed to perform the work at an estimated cost of \$21,070. We recommend adding a small contingency for a total Task Order value of \$25,000.

The costs of this work are included in the budget set forth in the NOAA grant and thus, the City will be reimbursed from those grant funds.

**III. RECOMMENDATION:** That the City Council award a Task Order to Geovera, LLC in the Not To Exceed amount of \$25,000.





PO Box 3235 • Homer, Alaska 99603 • (907) 399-4345 • scsmith@gci.net

**Kachemak Sponge Green Infrastructure Project  
Stormwater Works Tracts Surveying and Platting  
Surveying Proposal**

August 19, 2023

City of Homer  
Jan Keiser, P.E., Director of Public Works  
3575 Heath Street  
Homer, Alaska 99603

Jan,

This letter is to outline the Geovera, LLC scope and costs for Stormwater Works Tracts surveying and platting in support of the Kachemak Sponge Green Infrastructure Project. This plat will segregate and/or combine thirteen parcels of land within the sponge project to facilitate the city funded nature-based infrastructure improvements and the NOAA funded land acquisitions as shown on the Kachemak Drive Peatland Water Quality Improvement Project mapping dated 7/27/2022. The project is anticipated to involve two separate plats, Plat 1 for the Kennedy property (KPB Parcel #17908030) located within the SW1/4 NW1/4 Sec. 14, and Plat 2 for Government Lots 10-13 and 18-25, located within the NE1/4 NW1/4 Section 14, T. 6 S., R. 13 W., S.M., Alaska.

It is anticipated that the government lots within the NE 1/4 NW1/4 Section 14 will be purchased prior to initiating the Plat 2 platting action and that the City of Homer will be the only signatory on the plat. It is also anticipated that the Kennedy property will be subdivided prior to the purchase of the portion involved in this project and that Michael Kennedy will be the only signatory on Plat 1. Under that scenario, Kenai Peninsula Borough plat submittal fees are only anticipated to be required for Plat 1 and fees for certificates to plat for both Plat 1 and Plat 2 will be required.

This proposal breaks out the surveying and platting tasks into four separate steps for both plats. Task 1 involves recovery of existing monumentation necessary to establish the exterior boundaries of the parent parcels. Task 2 involves pre-platting coordination with the city, borough and any other entities involved in planning and/or approval of the resulting boundary configurations and project parameters. Task 3 involves preparation of the plats, administration of the plats through the preliminary and final review process, and preparation of any easement documents and exhibits required. Task 4 involves the setting of property corners on the boundaries of the new tracts.

Once the platting process is ready to commence, it is anticipated that city planning commission review and approval will take up to six weeks. Borough review and approval is anticipated to take up to 20 weeks. It will be critical to coordinate with both the city and borough planning department staff so that there is consensus on tract configuration as well as what exceptions to

borough Title 20 code may be required and whether their approval will be recommended by staff.

The costs for Tasks 1 through Task 4 break down as follows:

Task 1 - Plat 1	
8 Hours @\$160.00 per hour	\$1,280.00
Task 1 – Plat 2	
8 Hours @\$160.00 per hour	\$1,280.00
Task 2 – Plat 1	
8 Hours @\$160.00 per hour	\$1,280.00
Task 2 – Plat 2	
16 Hours @\$160.00 per hour	\$2,560.00
Task 3 – Plat 1	
Plat Administration Fee	\$3,000.00
Contingency for Preparation of Easement Documents and Exhibits	\$1,000.00
KPB Plat Submittal Fee	\$800.00
Certificate to Plat	\$250.00
Task 3 – Plat 2	
Plat Administration Fee	\$3,000.00
Contingency for Preparation of Easement Documents and Exhibits	\$1,000.00
Certificate to Plat	\$500.00
Task 4 – Plat 1	
8 Hours @\$160.00 per hour	\$1,280.00
Task 4 – Plat 2	
24 Hours @\$160.00 per hour	\$3,840.00

**Total Cost: \$21,070.00**

Should any work outside of the scope outlined in this proposal be required, it will be billed at \$160.00 per hour.

Please let me know if you have any questions or require clarification of any of the items in this proposal.

Stephen C. Smith, P.L.S.