

City Manager/  
Public Works Director

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA, AMENDING THE FY25 CAPITAL BUDGET BY APPROPRIATING AN ADDITIONAL \$3,200 FROM THE HOMER ACCELERATED ROADS AND TRAILS (HART) TRAILS FUND FOR CHANGE ORDER NO.1 TO KINNEY ENGINEERING TASK ORDER 24-01 AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE THE APPROPRIATE DOCUMENTS.

WHEREAS, The City issued Kinney Engineering Task Order 24-01 to conduct the Preliminary Design of the Diamond Creek Recreation Area Trail Study for \$25,000; and

WHEREAS, The City issued Kinney Engineering Task Order 24-02 using the Operating Budget 100-0177-5210 rather than HART Trails; and

WHEREAS, Subcontractor management and any coordination between Kinney Engineering and Happy Trails was covered by Task Order 24-01; and

WHEREAS, Kinney Engineering incurred additional costs of \$1,145 to coordinate work between Happy Trails and Kinney Engineering that were not anticipated under Task Order 24-01; and

WHEREAS, Kinney Engineering submitted an invoice for \$3,145 for Task Order 24-02;  
and

WHEREAS, This Ordinance will appropriate the additional \$3,145 towards Task Order 24-01 and Public Works will close out Task Order 24-02 with no expenses applied to it.

**NOW, THEREFORE, The City of Homer Ordains:**

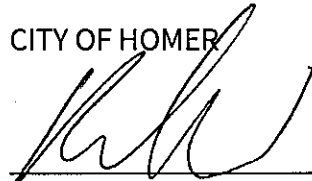
Section 1: The Homer City Council hereby amends the FY25 Capital Budget by appropriating an additional \$3,200 as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
165-0933	Preliminary Design Task Order 24-01 Change Order No. 1	\$3,200


Section 2: This is a budget amendment ordinance, is not permanent in nature, and shall not be codified.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 14<sup>th</sup> day of April, 2025.

CITY OF HOMER

  
\_\_\_\_\_  
RACHEL LORD, MAYOR

ATTEST:

  
\_\_\_\_\_  
RENEE KRAUSE, MMC, CITY CLERK

YES: 6

NO: 0

ABSTAIN: 0

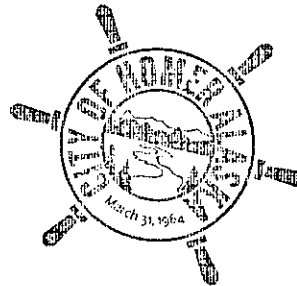
ABSENT: 0

First Reading: 3/24/25

Public Hearing: 4/14/25

Second Reading: 4/14/25

Effective Date: 4/15/25





# MEMORANDUM

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**Ordinance 25-29, An Ordinance of the City Council of Homer, Alaska Amending the FY25 Capital Budget by Appropriating an Additional \$3,200 from the Homer Accelerated Roads and Trails (HART) Trails Fund for Change Order No. 1 to Kinney Engineering Task Order 24-01 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:** March 24, 2025  
**From:** Daniel Kort, Public Works Director  
**Through:** Melissa Jacobsen, City Manager

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**Issue:**

The purpose of this Memorandum is to recommend appropriating an additional \$3,200 via Change Order No. 1 to Task Order 24-01 for Kinney Engineering to complete the Preliminary Design of Non-Motorized Trails and Trailhead Connecting City of Homer Diamond Creek Property to the Proposed Highway Underpass.

**Background:**

The City of Homer passed Ordinance 24-06(A) amending the FY24 Capital Budget by appropriating \$25,000 from the HART Trails Fund to contract engineering services with Kinney Engineering for the Preliminary Design of Non-Motorized Trails and Trailhead Connecting the City of Homer Diamond Creek Property to the Proposed Highway Underpass. Task Order 24-01 was issued to Kinney Engineering to perform this work through our Term Contracts.

The City additionally issued a Task Order 24-02 to Kinney Engineering for the purposes of hiring a sub-consultant, Happy Trails. The Task Order 24-02 was issued for \$2,000 and was intended to pass through to the sub-consultant costs as Happy Trails is not currently a Term Contractor with the City. Task Order 24-02 was mistakenly issued to Kinney Engineering through the City's Operating Budget and should have been a Change Order to the existing contract with Kinney Engineering under Task Order 24-01.

Kinney Engineering submitted an invoice for additional costs incurred beyond the contracted \$2,000 related to the proposed Diamond Creek Recreation Trail, for work relating to coordination between Happy Trails work and Kinney Engineering's work. The total invoiced to Task Order 24-02 was \$3,145.

As a housekeeping measure, the Public Works Department would like to issue a Change Order to Kinney Engineering's Task Order 24-01 in the amount of \$3,145 in order to cover the costs of the work performed under Task Order 24-02 so the payment for this work is coming from HART Trails and not the General Fund.

The Public Works Department will then close out Task Order 24-02 with no charges against the Task Order.

**Recommendation:**

The Public Works Department recommends that the City Council appropriate the additional \$3,200 to cover expenses associated with the proposed Diamond Creek Recreation Area Trail.

**Attachments:**

Memorandum CC-24-036

Ordinance 24-06(A)



CC-24-036

# AGENDA ITEM REPORT

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**Ordinance 24-06, An Ordinance of the City Council of Homer, Alaska, Amending the FY24 Capital Budget by Appropriating \$25,000 from the Homer Accelerated Roads and Trails (HART) Trails Fund to Contract Engineering Services for Preliminary Design of Non-motorized Trails and Trailhead Connecting City of Homer Diamond Creek Property to the Proposed Highway Underpass. Davis.**

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor Castner and Homer City Council  
**Date:** 08 January 2024  
**From:** Melissa Jacobsen, MMC, City Clerk

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With the introduction of Ordinance 24-06 Council requested a copy of the Diamond Creek Recreation Area Multi-Resource Management Plan be provided for the next meeting.

The plan is available on the City's webpage through the Parks and Recreation link under Departments, and I've included a link to access the document.

<https://www.cityofhomer-ak.gov/publicworks/diamond-creek-recreation-area>

Planning Technician Steffy provided the pages related to Recreation Objectives and map that are attached.

## Strategies

Monitor forest health, in partnership with the Kenai Peninsula Borough and the DNR, Division of Forestry. Include the DCRA within any local wildfire risk assessments.

Where appropriate, route non-motorized public access through forested areas so as to promote strategic firebreaks (motorized vehicles are restricted except for maintenance and grooming unless approved by the City).

### Conservation Objective 2:

Preserve and protect wetlands and riparian zones within the DCRA.

#### Strategies:

Plan new routes for public access through the DCRA in a manner and location that minimizes impact(s) to wetlands.

Seek funding for bridge upgrades and maintenance at trail-stream crossings, and for proper trail-hardening through wet areas.

Regulate and minimize non-winter motorized travel through the DCRA except for city-approved management activities.

### Conservation Objective 3:

Preserve the natural scenic qualities of the DCRA.

#### Strategies:

Design and install signage so as not to detract from local scenery with sign height, color, material, or placement.

Provide maps of the area near trailheads, so they are not necessary along public-access routes. Use as few trail markers as necessary.

Encourage users to pack out trash.

Prohibit overnight camping.

Identify and maintain functional landscape and ecological linkages between the DCRA, the HDF, and surrounding lands that have been protected through conservation easements or other mechanisms.

Ensure that the DCRA remains a viable wildlife corridor by protecting important habitat features and avoiding obstructions to wildlife movement.

## Recreation

Recreational development within the DCRA should be focused primarily on summer use at this time, since winter access is already well-established. However, certain recreational objectives detailed here will benefit users on a year-round basis. Care should be exercised during all phases of recreational development to protect the environmental attributes of the DCRA, as well as the interests of surrounding landowners.

### Recreational Objective 1:

Improve controlled, non-motorized recreational access to the DCRA.

#### Strategies:

Support efforts to enlarge the parking area at the Rogers Loop trailhead.

Work with the Kenai Peninsula Borough's Land Management Division to formalize year-round access from the DOT trailhead to the DCRA.

Provide a parking area and trailhead facilities at the western border of the DCRA.

Develop a preliminary plan with the AK-DOT, and seek funding, for a non-motorized route across the Sterling Highway near MP 168, in order to extend the recreational corridor to the Diamond Creek State Recreation Site on the south side of the Sterling Highway. (A pedestrian underpass at this location associated with an improved road-stream crossing should be investigated.)

### Recreational Objective 2:

Construct summer-use trails within the DCRA.

**Strategies:**

Develop a summer trail system through and connecting upland areas (“forest islands”) within the DCRA, including a route paralleling Diamond Creek (Map 1). Extend DCRA trails to the Sterling Highway and current HDF trails as shown on Map 1.

Develop summer access from the Sterling Highway-DOT trailhead to the DCRA, with trail-hardening through wet areas.

Plan and develop multi-use “loops” or trails, to include bicycling and equestrian users, where soils and slopes are suitable.

## **Education**

**Educational Objective 1:**

Encourage area schools, local organizations, and area visitors to use the DCRA in sustainable ways that promote education.

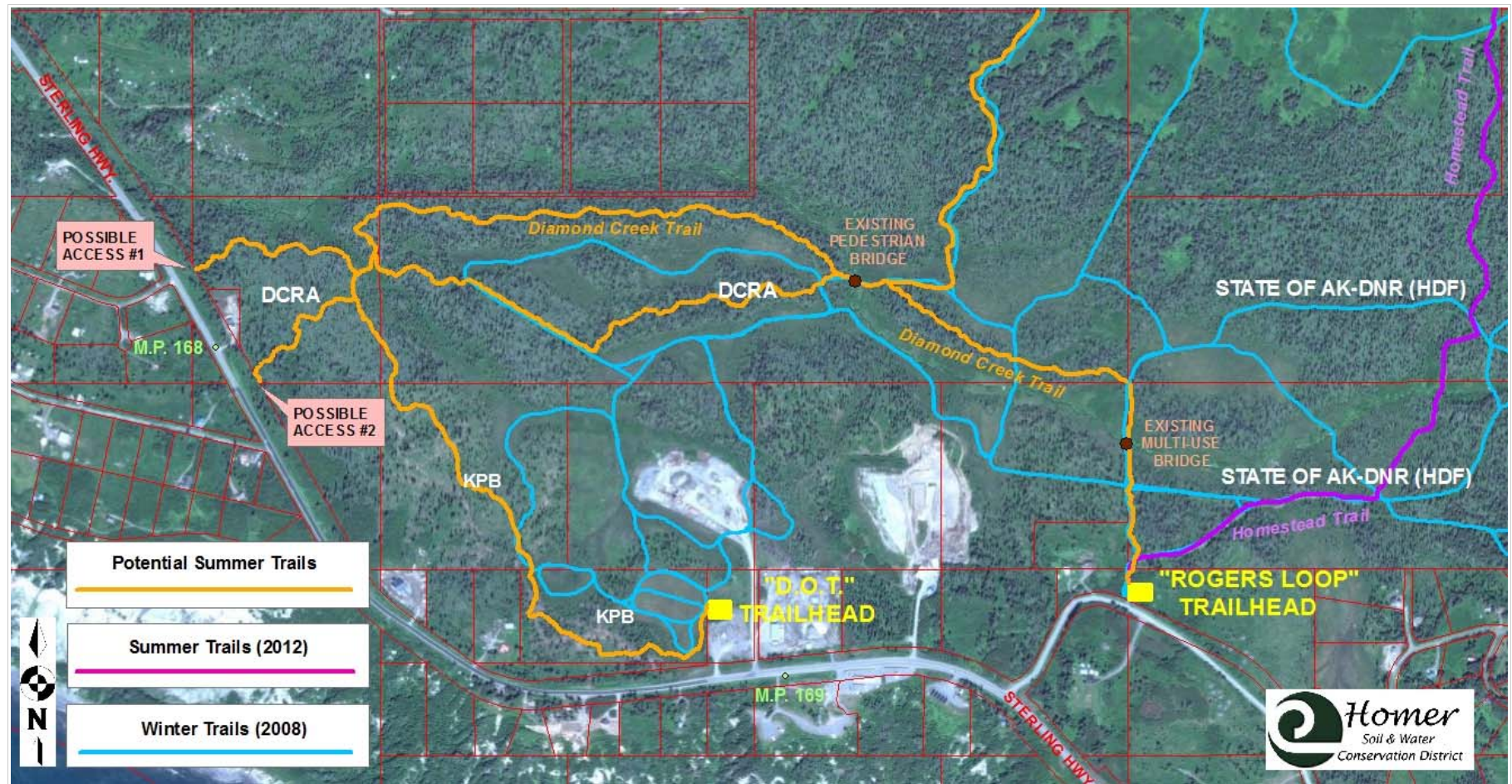
**Strategies:**

Identify areas for observing scenery and wildlife and provide minimal-disturbance facilities (such as widened trail segments, lookouts, benches, or informational signage) to enhance visitor experiences.

Help to organize and promote educational events on significant dates, or during appropriate community events, to enhance public knowledge of forest and wetland ecology.



Map 1 - Diamond Creek Recreation Area Access and Development





**CITY OF HOMER  
HOMER, ALASKA**

Davis

**ORDINANCE 24-06(A)**

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA  
AMENDING THE FY24 CAPITAL BUDGET BY APPROPRIATING  
\$25,000 FROM THE HOMER ACCELERATED ROADS AND TRAILS  
(HART) TRAILS FUND TO CONTRACT ENGINEERING SERVICES FOR  
PRELIMINARY DESIGN OF NON-MOTORIZED TRAILS AND  
TRAILHEAD CONNECTING CITY OF HOMER DIAMOND CREEK  
PROPERTY TO THE PROPOSED HIGHWAY UNDERPASS.

WHEREAS, The City Council approved the Diamond Creek Recreation Area (DCRA)  
Management Plan in May 2013; and

WHEREAS, Development of DCRA is included in the City of Homer's 2024-2029 Capital  
Improvement Plan; and

WHEREAS, This appropriation is to provide \$20,000 as well as a small contingency for a  
total of \$25,000 to pay for the development of a Trails Engineering Design Study in the DCRA;  
and

WHEREAS, A Trails Engineering Design Study will provide design and engineering  
specifics for the feasibility and route of a trail from City owned property at the Diamond Creek  
Recreation Area to the proposed highway underpass and to a point to be determined beyond;  
and

WHEREAS, State of Alaska Department of Transportation and Public Facilities  
(AKDOT/PF) is preparing to launch a large Sterling Highway rehabilitation project in the west  
Homer area and has expressed willingness to construct a pedestrian underpass crossing the  
Sterling Highway if the City of Homer demonstrates commitment to developing trails and  
facilities in the DCRA connecting to this underpass area; and

WHEREAS, The AKDOT/PF is interest in fostering a relationship with the City of Homer  
and the Kenai Peninsula Borough so that rights of way and trail easement issues can be  
resolved in the Sterling Highway underpass area; and

WHEREAS, HART Trails Fund has sufficient capital to fund this contract; and

WHEREAS, The data produced by such a study will be useful in future development of  
the DCRA.



NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY24 Capital Budget by appropriating \$25,000 to develop a DCRA Trails Engineering Design Study as follows:

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
165-XXXX	HART Trails	\$25,000

Section 2. A DCRA Trails Engineering Design adopted by Resolution. The DCRA Trails Engineering Design Study shall include an analysis of right of way and other aspects of trail connectivity in the project area **including the need for MOU's between the city of homer and other entities involved with the project.**

Section 3. This is a budget amendment ordinance, is temporary in nature and shall not be codified.

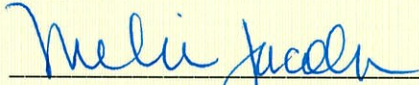
ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this 22<sup>nd</sup> day of January, 2024.

CITY OF HOMER



KEN CASTNER, MAYOR

ATTEST:



MELISSA JACOBSEN, MMC, CITY CLERK

YES: 6

NO: 0

ABSTAIN: 0

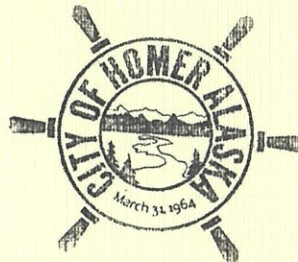
ABSENT: 0

First Reading: Jan 8, 2024

Public Hearing: Jan 22, 2024

Second Reading: Jan 22, 2024

Effective Date: Jan 23, 2024



# CITY OF HOMER FINANCIAL SUPPLEMENT

PROJECT NAME	<u>Kinney Engineering Task Order 24-01 Change Order No. 1</u>	DATE	<u>03/19/2025</u>
DEPARTMENT	<u>Public Works</u>	SPONSOR	<u>City Manager/PW Director</u>
REQUESTED AMOUNT	<u>\$ 3,200</u>		

DESCRIPTION	Ordinance 24-06(A) appropriated \$25,000 towards the Preliminary Design of Non-Motorized Trails and Trailhead connecting the City of Homer Diamond Creek Property to the Proposed Highway Underpass. The City issued Kinney Engineering Task Order 24-01 to conduct the Preliminary Design of the Diamond Creek Recreation Area Trail Study for \$25,000. The City issued Kinney Engineering Task Order 24-02 to subcontract with Happy Trails to do conceptual trail planning for a cost of \$2,000 and pass these costs directly on to the City through Task Order 24-02. The City issued Kinney Engineering Task Order 24-02 using the Operating Budget rather than HART Trails. Subcontractor management and any coordination between Kinney Engineering and Happy Trails was covered by Task Order 24-01. This Ordinance will appropriate the additional \$3,145 towards Task Order 24-01 and Public Works will close out Task Order 24-02 with no expenses applied to it.
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FUNDING SOURCE(S)	OPERATING	GF CARMA	GF FLEET CARMA	PORT RESERVES	WATER CARMA
	0%	0%	0%	0%	0%
	HAWSP	HART-ROADS	HART-TRAILS	PORT FLEET RESERVES	SEWER CARMA
	0%	0%	100%	0%	0%

FUNDING SOURCE 1: HART Trails (165)	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance <u>\$ 1,205,463</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 215,091</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 3,200</u>	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda <u>\$ 0</u>	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance <u>\$ 987,172</u>	Remaining Balance _____	Remaining Balance _____
FUNDING SOURCE 4:	FUNDING SOURCE 5:	FUNDING SOURCE 6:
Current Balance _____	Current Balance _____	Current Balance _____
Encumbered _____	Encumbered _____	Encumbered _____
Requested Amount _____	Requested Amount _____	Requested Amount _____
Remaining Balance _____	Remaining Balance _____	Remaining Balance _____