

PORT AND HARBOR ADVISORY COMMISSION

Regular Meeting



USS Anchorage in Kachemak Bay, April 30, 2013

Wednesday,
May 22, 2013
6:00 P.M.

City Hall Cowles Council Chambers
491 E. Pioneer Ave.
Homer, AK 99603



**NOTICE OF MEETING
REGULAR MEETING AGENDA**

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA**
- 4. RECONSIDERATION**
- 5. APPROVAL OF MINUTES**
 - A. April 28, 2013 Regular Meeting Minutes Page 1
- 6. VISITORS/PRESENTATIONS**
 - A. Rick Abboud – Short and Long-term Development Plan for TR. 1-A Lot (Pier One Lot)
 1. Memo to Port & Harbor Commission from Bryan Hawkins, Port Director/Harbormaster
Re: Water Trails Activity on Spit dated May 15, 2013 Page 7
- 7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS/ BOROUGH REPORTS**
 - A. Port and Harbor Director’s Report for April 24, 2013 Page 13
- 8. PUBLIC HEARING**
- 9. PENDING BUSINESS**
- 10. NEW BUSINESS**
 - A. Memo to Port & Harbor Commission from Bryan Hawkins, Port Director/Harbormaster
Re: Homer Spit Land RFP Results & Recommendations dated May 15, 2013 Page 15
 1. Alaskan Coastal Freight Spit Land RFP Proposal Page 17
 2. City Manager’s Staff Report Re: Alaskan Coastal Freight’s Proposal Page 39
 3. Lease Committee Special Meeting Minutes dated May 14, 2013 Page 43
- 11. INFORMATIONAL ITEMS**
 - A. Monthly Statistical & Performance Report January 2013 Page 47
 - B. Weekly Crane and Ice Report Page 49
 - C. Deep Water Dock Report Page 51
 - D. Pioneer Dock Report & Ferry Landings Report Page 55
 - E. Water Usage Report Page 57
 - F. 2013 Council Meeting Attendance Schedule Page 59
- 12. COMMENTS OF THE AUDIENCE**
- 13. COMMENTS OF THE CITY STAFF**
- 14. COMMENTS OF THE COUNCILMEMBER *(If one is assigned)***
- 15. COMMENTS OF THE CHAIR**
- 16. COMMENTS OF THE COMMISSION**
- 17. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR WEDNESDAY, JUNE 26, 2013 at 6:00 p.m. in the City Hall Cowles Council Chambers located at 491 E. Pioneer Ave, Homer, Alaska.**

Session 13-04, a Regular Meeting of the Port and Harbor Advisory Commission was called to order at 5:03 p.m. by Chair Ulmer on April 24, 2013 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONER ZIMMERMAN, ULMER, WEDIN, HARTLEY, CARROLL, HOWARD

ABSENT: COMMISSIONER STOCKBURGER (EXCUSED)

STAFF: HARBORMASTER HAWKINS
DEPUTY CITY CLERK KRAUSE

APPROVAL OF THE AGENDA

HOWARD/HARTLEY – MOVED TO APPROVE THE AGENDA.

There were no discussions.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA *(3 Minute Time Limit)*

There was no public present at this meeting.

RECONSIDERATION

There were no items for reconsideration.

APPROVAL OF MINUTES

A. Regular Meeting Minutes for March 27, 2013

HARTLEY/HOWARD - MOVED FOR APPROVAL OF THE MINUTES AS WRITTEN.

There was one correction noted.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

VISITORS

There were no visitors scheduled.

STAFF & COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS

(Chair set time limit not to exceed 5 minutes)

A. Staff Report for April 2013

Harbormaster Hawkins provided a summary on his report included in the packet. He additionally provided some details on the new fenders project; some of the initial issues regarding the fender welds and coatings; there was no cost or liability on the Harbor. The company that was hired to spray the metalizing was from North Kenai/Nikiski area and they provided a crew for approximately 1 week to get the job done.

Commissioner Carroll commented on the cost savings that presented for the contractor. Harbormaster Hawkins invited the commissioners to come out and view the new fenders.

Next Harbormaster Hawkins elaborated on the Spit Trail project and the boardwalk being reconstructed and widened; the Restroom projects are advertised for bid and will be closing soon. He also commented on the increased interest by businesses in the film industry looking for "arctic like conditions" and were visiting or calling Homer regarding filming possibilities.

Harbormaster Hawkins stated that Mr. Flanagan, Alaskan Coastal Freight is interested in leasing an area on the other side of the chip pad as a staging area. There was a brief discussion on that topic.

Harbormaster Hawkins responded to a question posed by Commissioner Hartley regarding the beached barged and what the status is on it leaving the Pier One parcel. Commissioner Zimmerman inquired how the moorage is calculated or determined during situations such as currently existing on the Pier One parcel.

Harbormaster Hawkins touched on the Load and Launch ramp renovation project and that it is still in design phase and projected for 2015 before any work is started.

He next reported that they were still dealing with hiccups with Crane 7 at the Ice Plant; and that the new salt water well was drilled. He noted that these normally last 10 years and they had budgeted for this item so there were no surprises. Commissioner Howard inquired about the depth they went for this well. Harbormaster Hawkins explained that they drilled down to 55 feet to get a good flow. Harbormaster Hawkins explained that it was a hard drill, lots of sand and rock, but a good flow and clear water.

Chair Ulmer inquired about the Water Trail meeting. Harbormaster Hawkins related it was a good meeting. Several staff attended from the various departments, however the group seemed focused on the southeast corner of the Pier One parcel location instead of the recommended spot next to the fishing lagoon in the northeast corner which is zoned recreational and the area they are focused on is marine industrial. Discussion included what the Water Trail group not listening to the recommendations of the Staff and Commission. The Commissioners favored the idea not the location they were focused on. Harbormaster Hawkins explained that it started out as a launch only and now has progressed to an information kiosk, kayak rack and a shelter to store their stuff. Discussion ensued that focused on the Port & Harbor commission driving the decision on where the Water Trail activity should take place. It was noted that no action could be taken at this time. Commissioner Howard requested this item for the next agenda.

Harbormaster Hawkins reported on the demolition of the picnic pavilion and the desire of the Parks and Recreation Advisory Commission wanting to rebuild the new pavilion in the open recreation area closer to the lagoon. He confirmed that was the area that was preferred for the Water Trail folks.

PUBLIC HEARING *(3 minute time limit)*

There were no public hearings scheduled.

PENDING BUSINESS

There were no pending business items on the agenda.

NEW BUSINESS

- A. Strategic Plan Update
1. Memorandum from Harbormaster Bryan Hawkins Re: Strategic Plan Update dated April 17, 2013
 - a. Strategic Plan 2011

Chair Ulmer opined that the Mission Statement was appropriate. She inquired if there was any concern expressed by Council on the actions of the commission. Harbormaster Hawkins stated that he felt the communications between the Commission and Council have improved greatly and no concerns have been expressed by Council to staff. There were brief comments on the projects and revenues.

The following changes were made:

Under Overall Goals:

- Delete item #1. They have accomplished this and believe it can be removed.
- Change item #2 to present tense. "Provide timely relevant comment to City Council on Port & Harbor issues."
- Renumber the items listed.

Under Short term Goals – Less than 6 months or by the End of 2013

- Delete Item #1
- Modify the parking to address the placement and improvements to the parking between the Seafarer's Memorial and the Boardwalk.
- revise Item #2 to create an additional recycling station and improve current station
- Delete item #6
- Add item #2 from Long Term – Encourage the City to Lobby ACOE and the State to address Erosion Control on the Spit both on the west side and the harbor side.
- Add item #3 from Midterm Goals – Lobby for restroom access on Fishdock Road
- Add item #5 from Midterm Goals – Improve Barge Terminal Facility

Under Midterm Goals – 1-3 years

- Add Prepare to seek Deep Water Dock Improvements funding with State and Federal Entities
- Add item #1 from Long Term Goals – Build New Harbormaster Office

Under Long Term 5 or more years

- Delete item #1
- Delete item #2

Under Commission

- Delete bullet point Request Council attend Port & Harbor meetings
- Add Invite Council members to visit the Port and Harbor to view projects progress, have ribbon cutting ceremonies on projects.

Following is the discussion points made to back up the changes to the Strategic Plan:

Commissioner Hartley would like to see added to the Short term goals – Prepare to seek DWD Improvements funding with State and Federal Entities. A brief discussion on this and that it would not be able to be accomplished in the 6 months or before the end of the year. It was agreed by consensus that it would be better placed under Mid-term goals.

Commissioner Wedin would like to see an additional recycling station closer to the “park & sell” lot. He inquired why they did not recycle plastic. Commissioner Wedin further explained that he felt there was more that could be done on the recycling efforts regarding plastic after some explanation from Harbormaster Hawkins regarding the Borough’s responsibilities.

Change the item “Parking” to focus on the parking improvements between the Seafarers Memorial and the boardwalk. Check on status of the permitting with ACOE. Harbormaster Hawkins noted that the biggest expense is rip rap. He believes that it should be continued on the Short term goals. Commissioner Carroll disagreed with materials placement needing materials to keep it in place; he did not think that it would be washed away since they did not want any placement of material below the high tide line. Commissioner Carroll opined that he believed there was a revenue issue with using the dredge spoils to create parking on the Spit. He recommended bringing DOT down to talk about it if they have a problem. This commission needs to determine that if that area is to be made into parking then it should make that decision. Commissioner Zimmerman asked if this item should be placed on the agenda for discussion to push it along. Chair Ulmer commented that they can get things done if it is on the agenda. Commissioner Howard requested this item to be on the May agenda and requested staff to get an update from the Corps of Engineers and get a technical report on the placement of those dredge spoils to create a parking lot in that area. The commissioners can prepare then to have an informed discussion.

A general discussion on the item #4 under Short Term regarding understanding the budget occurred next. It was determined that the commissioners generally appreciated the visit by the Finance Director and the explanation on how the budget processes work. Commissioner Carroll opined that he would prefer information on specific items such as during windfall years – Where did the money go? What was it used for and an explanation on expenditures. So it was agreed to leave this item on the list.

Chair Ulmer brought the discussion to the Mid-term goals. Commissioner Zimmerman inquired about Lobbying for Fishdock Road Restroom. Harbormaster Hawkins explained that it just needs to be done. They do have \$86,000 available. It was agreed to move item #3 to Short Term. It was noted that Item #4 should be modified to Create a Port Marketing Plan Harbormaster Hawkins added that they did not lobby Council but added more money in the advertising budget, advertised in Cargo News – Intl publication 3 months Harbormaster is trying to do more marketing on the Port. Chair Ulmer asked about item #5, Improvements to Barge Terminal Facility – Chair Ulmer stated that it looks sad over there and it is not really a terminal facility. The commissioners stated it was installing pilings and discussion focus on if this could be accomplished by the end of the year. It was agreed to move this to

Short Term. Concern was expressed regarding the project being dependent on a Corp permit. It was noted that it was quite reasonable to consider this item can be completed by the end of the year and is a revenue producing project also. Harbormaster Hawkins related some interest in a establishing a business, Commissioner Carroll noted the success of the business next to the ice skating rink.

Chair Ulmer read Item #6 Container Freight System into the record and asked how they were doing on this item. Harbormaster Hawkins noted that this will probably be fleshed out more in the feasibility study on the Deep Water Dock. It was agreed that they should keep it right where it was on the plan. Commissioner Hartley noted that this would be the spot to add the Work on the Deep Water Dock Expansion planning. He explained that there is a lot of ground work to cover such as funding from State and Federal sources.

Further discussion on the items not being prioritize within the sections Short Term, Mid-Term and Long Term; Updating all the dates; Getting some work done as soon as possible especially on the road issue because they are going to lose their road out to the Spit road in some places. The changes as you head toward the end of the spit; work will be dependent on the completion of the Port Graham project to get some rock; leaving the one project under Long Term East Harbor Expansion and the incoming requests from larger vessels/barges and permanent moorage that is adequate.

INFORMATIONAL MATERIALS

- A. Monthly Statistical & Performance Report
- B. Weekly Crane and Ice Report
- C. Deep Water Dock Report
- D. Pioneer Dock Report
- E. Pioneer Dock Ferry Landings Report
- F. Water Usage 2013
- G. Invite to the Kachemak Bay Water Trail Launch Site, Creating the Plan
- H. NERRS Science Collaborative Progress Report 8/21/2012 to 3/1/2013

There was a brief discussion on when parking fees would be implemented; putting a waste oil burner/heater at Public Works; using the oil costs to repair if the oil is contaminated.

COMMENTS OF THE AUDIENCE

There was no audience present for comment.

COMMENTS OF THE CITY STAFF

Harbormaster Hawkins commented that the Harbor Office project was an appropriation that was given a few years ago to the City for one project then was going to be used for the Main Street Intersection Improvements and now has been re-appropriated for the Harbor Office and New Fire Station Building on Skyline Road. He noted that the contingency fund was quite large so may be able to use the missing funding from the local match funds. There has only been a conceptual design created. They are only waiting for the Governor to sign off on the budget. Design will only be able to get done this year.

The Commissioners expressed the desire to take care of heating efficiencies and budget in the design process.

Ms. Krause commented that it was always a pleasure to work with the Commission and explained that she was only filling in for Ms. Jacobsen as she was on vacation.

COMMENTS OF THE CHAIR

Chair Ulmer commented that working with everyone was great and she loves seeing everything happening or on the verge of happening.

COMMENTS OF THE COMMISSION

Commissioners Zimmerman and Howard had no comments.

Commissioner Hartley advised when visiting Council have a compliment for them or to thank them along with their report; since most times they hear bad news or complaints. It puts them in a good mood.

Commissioner Wedin thanked the city Staff and complimented employee Brett Summers did a very good job representing the Port during the Expo.

Commissioner Carroll stated it was a good meeting and inquired about a video show they were supposed to have at the last meeting.

ADJOURN

There being no more business to come before the Commission Chair Ulmer adjourned the meeting at 6:43 p.m. The next regular meeting is scheduled for May 22, 2013 at 6:00 p.m. in the City Hall Cowles Council Chambers, 491 E. Pioneer Avenue, Homer, Alaska.

RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

Approved: _____



City of Homer

Port / Harbor

4350 Homer Spit Road
Homer, Alaska 99603-8005

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Web Site <http://port.ci.homer.ak.us>

MEMORANDUM

TO: PORT & HARBOR ADVISORY COMMISSION
FROM: BRYAN HAWKINS, PORT DIRECTOR/HARBORMASTER
DATE: MAY 15, 2013
SUBJECT: WATER TRAILS ACTIVITY ON SPIT

At City Council's Worksession on May 13, 2013, City Planner presented a short and long-term development plan for TR. 1-A (see attached). Per the plan and overview, the launch and kiosk area for the water trails has been moved to the other side of the lot next to the Fishing Lagoon.

Recommendations

Informational Items

Attachment: Staff Report PL 13-54 from Rick Abboud, City Planner dated May 7, 2013 & Overview



City of Homer

Planning & Zoning

491 East Pioneer Avenue
Homer, Alaska 99603-7645

Telephone (907) 235-3106
Fax (907) 235-3118
E-mail Planning@ci.homer.ak.us
Web Site www.cityofhomer-ak.gov

STAFF REPORT PL 13-42

TO: HOMER ADVISORY PLANNING COMMISSION, PARKS AND RECREATION
ADISORY COMMISSION. PORT AND HARBOR COMMISSION, ECONOMIC
DEVELOPMENT COMMISSION
FROM: RICK ABOUD, CITY PLANNER
DATE: May 7, 2013
SUBJECT: Fishing Hole Campground Site Plan

Requested Action: Recommend Approval of the draft site plan for the campground, day use parking, and Kachemak Bay Water Trail kayak launch site.

Introduction

On April 24th, there was a workshop held on the Spit to discuss the kayak launch. One of the outcomes of the meeting was the City Administration and the Harbormaster agreed that a better spot for the kayak launch would be further up the Spit, near the Fishing Hole. Grouping all the recreational activities together made more sense in the long run. If a marine industrial use comes in, the original kayak launch may have to be moved. It seemed like a lot of effort when a better, long term solution was to move the launch.

Staff met with representative of the Kachemak Bay Water Trail to discuss the idea. There was agreement that this new location would be acceptable while recognizing some trade off in relation with their first choice. There was also a strong desire to keep this project on schedule. The water trail group would like to have a location locked in so they can pursue funding and construction, with the goal of completion in 2014.

The water trail folks have been fortunate to have the volunteer services of a landscape architect. Jonny Hayes PLA/ASLA/CPSI, of the Anchorage firm Bettisworth North Architects and Planners, volunteered his services and time to facilitate the workshop. Landscape Architects are like a civil engineer, and they are a registered licensed profession, with a stamp. They frequently work on site design; traffic flow, building location, architecture, drainage and landscaping etc. Mr. Hayes has also agreed to work on this new launch location. With the change in location of the kayak launch, the City recognized that the scope of work that Mr. Hayes volunteered to do had changed quite a bit. The Planning Department has some limited funds to pay for these changes to the plan outside the scope of the launch facility. Mr. Hayes is now waiting for direction before creating a comprehensive site plan, that will account for traffic flow and overall use of land between the fishing hole and Pier 1, including a potential wooden boat lease location. Our goal out of all this is not only to have a more permanent home for the kayak launch, but also a better flow for the whole property. This site plan will create a better park area around that portion of the Fishing Hole, plan for long term traffic flow, which will in turn preserve the main campground area for potential marine industrial use.

Another item that has changed is the Public Works Department has requested to move the camp ground office onto the site. The current location across the street is subject to a lot of storm damage. Due to beach erosion, significant damage to the build occurs regularly. It's a very small building, easy to move, and it will be cheaper for the taxpayers in the long run if it wasn't damaged by storms every year.

This draft site plan will be submitted to the Planning, Parks and Recreation and Port and Harbor Advisory Commissions for comments in May, concluding with a resolution from Council in June.

Analysis

The conceptual draft site plan is attached. Planning staff met with Parks maintenance Coordinator Otteson at the campground to come up with ideas and explore options. Right now the whole area is one big parking lot; kind of ugly and a lot of space is wasted. The parks area could be much more functional. The site plan is really reworking the existing space into a more functional, attractive layout.

The plan considers the following element:

- Revise circulation and layout for RV Campground to address potential future Marine industrial and other desired elements, as outlined below,
- Relocating the existing Offices for camp attendant + fee collection,
- Maintain Pier One Theater while improving access/parking as appropriate,
- Adding a designated 'Day Use Area' adjacent to the existing fishing area,
- Adding a multi-use 'Day Use Shelter' at the northeast edge of the fishing area,
- Adding a Kachemak Bay Water Trail Launch Site that includes non-motorized boat launch facilities, appropriate signage, etc.,
- Proposed site and approximate circulation for a 10,000 SF 'Wooden Boat Society Headquarters/Offices' along Homer Spit Road, and
- Connect to, and maintain, existing Day Use, Fish Cleaning Station and Campground Dump Station areas.

If the concept is found acceptable, I plan to seek comments of committees and commissions and present before the council for approval in June. Of course we are still looking for direction in regards to any lease proposal that might be considered as outlined by the City Manager.

Recommendation:

Review information and provide comments.

Attachments

1. SITE PLAN dated 5.8.13

keep some shore camping

keep as many as possible

keep as a remedy

keep use/there's parking

pulling? wonder

pull through spot for stopping at campground office

camping as long as possible

campground office

Firm boundary

Picnic shelter area?

Kayak launch?

No RV camping; becomes all day use area

A few day use/fish cleaning table parking sites Include HC spot



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MAY 2013 PORT & HARBOR STAFF REPORT

1. Administration

Staff met with:

- Water Trails Stakeholder's Group Meeting – Location of Water Trailhead on Spit
- AAHPA Spring Board Meeting
- Public Works Director Carey Meyers – Spit Trails, Deep Water Dock Fenders, Handicap Access and Fish Cleaning Tables at the Fishing Lagoon
- Homer Marine Trades Association Meeting
- Kachemak Bay Research Reserve – Teleconference on Homer Spit Land Levels
- Emergency Operations Plan (EOP) Review Committee
- Fish Factory Mike McCune & City Manager – Fish Waste Grinder Facility
- Department Head Staff Meeting

The RFP to conduct a study on the Port and Harbor Rate Fee Structure and the Economic Impact of Mooring a MODU (Mobile Offshore Drilling Unit) at the Port of Homer's Deep Water Dock closed May 2, 2013. One proposal was received; City Council awarded the contract to Northern Economics of Anchorage for \$19,878.00 per Resolution 13-046. Staff is now proceeding with finalizing the contract before work can begin.

The Harbormaster's Office summer hours schedule begins Memorial Day weekend (May 25th) and continue until September 28th. The front office will be open on Saturdays from 9:00 am to 5:00 pm and closed on Sundays, except for major holiday weekends. The Sundays that we will be open are (9:00 am to 5:00 pm): May 26th (Memorial Day weekend) and July 7th (after Independence Day). We will be open on the following holidays at our regular hours: Memorial Day, May 27th and Independence Day, July 4th.

2. Operations

Pioneer and Deep Water Dock landings include: Millennium Star, Pacific Wolf & DBL54, Clean Oceans, Perservance, Polar Bear, and Tiglax. For Barge and Beach landings: Helenka B, Unimak Trader, Rolfy, Kittiwake, Arctic Seal, Nunaniq, Polar Bear, Transporter, and Constructor.

Parking Enforcement Aide Jack Spencer has returned; parking warnings and gearing up for the season have begun and full enforcement will begin Memorial Day Weekend. Harbor Assistants Aria Paxton, Rheanna Tussey, and Cole Jacobsen have returned for another fun-filled season at the harbor; three more assistants are slated to begin later in May.

- Potable water in the harbor was activated on May 7th.
- Fish cleaning tables and carcass trailers were installed on May 8th.
- A 36,000 square foot short term lease lot was established for Trident Seafoods to accommodated seafood landings.
- The Seldovia ferry Kachemak Voyager arrived in the harbor on May 12th.
- Hawkins, Dabney, and Anderson traveled to Kenai on May 10th to submit renewal application for their TWIC cards.
- Operations staff responded to several oil spills during the past month. Notable incidents involved a hydraulic fluid spill aboard a 120' tender and a diesel spill on a 30' charter vessel.

3. Ice Plant

The Ice Men have been progressing with the construction of their new upstairs office. Staff has been working with Public Works to pave Ice Dock Road and repave Fish Dock Road. Work is scheduled to take place in late May/early June.

4. Port Maintenance

Port Maintenance and Operation Staff implemented seasonal parking lot delineations on the 30 Acres and Pier One Theatre camp ground. Maintenance Staff was instrumental in overseeing/assisting in the Deep Water Dock Fender Replacement project. Construction is currently 95% complete and waiting for final approval; the face of the dock will be available for use in time for the first cruise ship landing on May 19th.

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MEMORANDUM

TO: PORT & HARBOR ADVISORY COMMISSION
FROM: BRYAN HAWKINS, PORT DIRECTOR/HARBORMASTER
DATE: MAY 15, 2013
SUBJECT: HOMER SPIT LAND RFP RESULTS & RECOMMENDATIONS

The Homer Spit Land Request for Proposals closed on May 2, 2013. One proposal was received from Alaskan Coastal Freight for the use of a portion of Lot 13 adjacent to the Concrete Pad on Lot 12.

The proposal was reviewed by the City Manager and recommended to the Lease Committee for approval (see attached for City Manager's full recommendations). The Lease Committee met on Tuesday, May 14 and reviewed the proposal as per the City of Homer's Property Management Policy and Procedures. The committee moved to approve a ten year lease with Alaskan Coastal Freight at \$0.60 per square foot. There will be improvements made to the lot in exchange of rental fees. City Manager and Port Director/Harbormaster will work out details and present to City Council at their regular meeting on June 10, 2013.

Recommendations

Staff requests the Commission to review the attached information on the proposal and submit any other recommendations or motions they have to City Council.

Attached: Alaskan Coastal Freight Spit Land RFP Proposal
City Manager's Staff Report Re: Alaskan Coastal Freight's Proposal
Lease Committee Special Meeting Minutes dated May 14, 2013

Alaskan Coastal Freight, LLC

PO BOX 4083

HOMER, AK 99603

(907) 235-3660

City of Homer

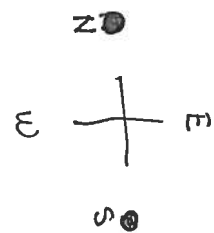
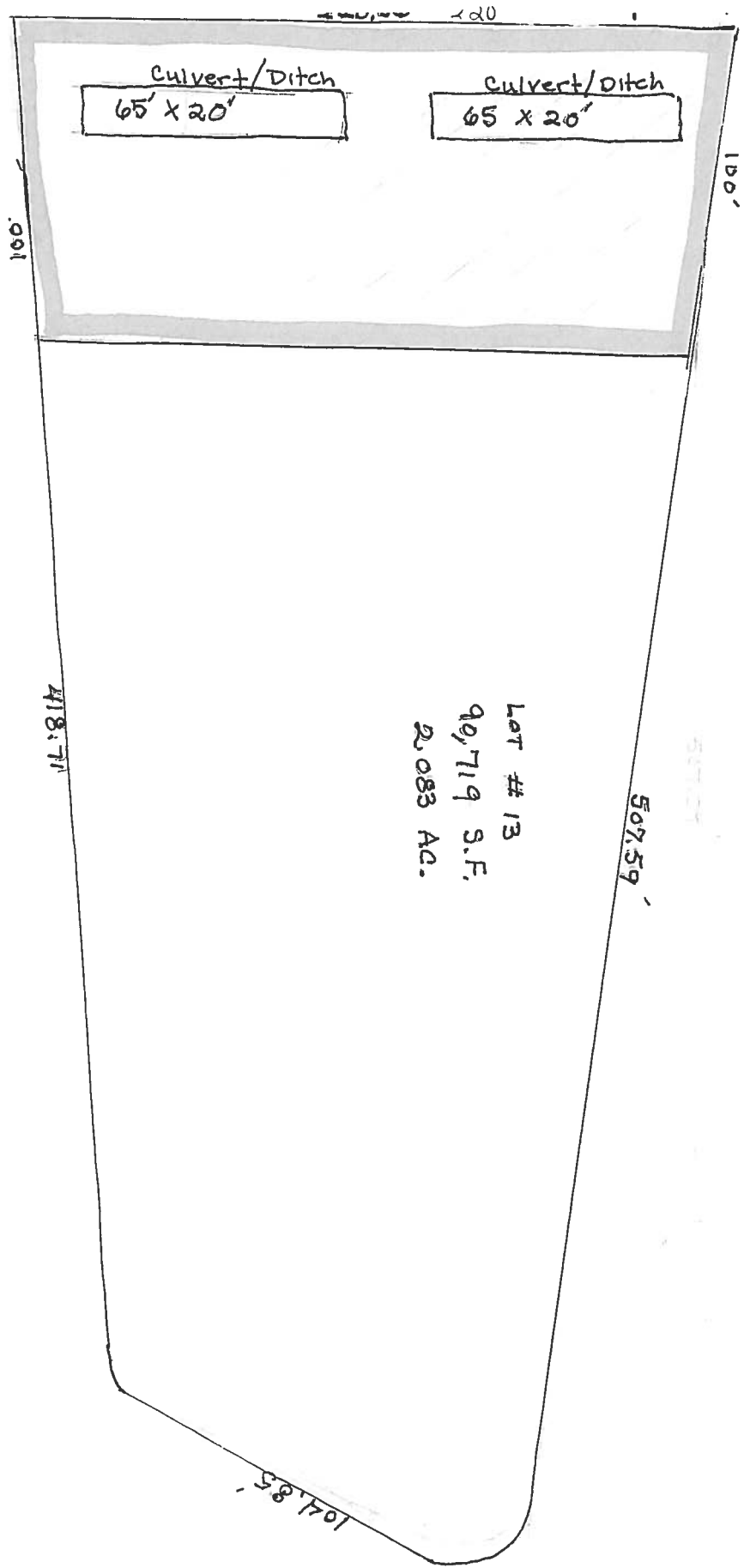
RE: Proposal

We propose to make usable the 100' X 220 ' section of lot #13 immediately south of the chip pile lot. Currently it is unusable due to 2 ditches with culverts that run through it.

Our idea is to place filter fabric, then slotted culverts for drainage with drain rock. It will then be capped with filter fabric and drain rock with gravel on the surface.

We believe this will result in a usable space to stage freight for shipping and nearer the loading ramp from which we load. We would like to rent it for .50 per square foot per year for a term of 5 years.

Sincerely, Captain Bruce Flanigan / MV Helenka B





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/25/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Alaska USA Insurance Brokers P.O. Box 196530 Anchorage AK 99519		CONTACT NAME: Sharon Pope, CISR PHONE (A/C, No, Ext): (907) 561-1250 FAX (A/C, No): (907) 561-4315 E-MAIL ADDRESS: s.pope@alaskausainsurance.com PRODUCER CUSTOMER ID #: 00031140	
INSURED Alaskan Coastal Freight, LLC PO Box 4083 Homer AK 99603		INSURER(S) AFFORDING COVERAGE INSURER A: Zurich American Insurance INSURER B: Navigators Insurance Company INSURER C: Liberty Mutual Group-Assigned INSURER D: Zurich American/Catlin Ins. INSURER E: Great American Insurance Co INSURER F:	
		NAIC # 16535	

COVERAGES **CERTIFICATE NUMBER:** 13/14 MGL/WC/XS/P&I/PLL **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	X		MAR584452201 Including Stevedores and Terminal Operators Liab	1/4/2013	1/4/2014	EACH OCCURRENCE \$ 1,000,000
	COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000
	CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	Marine Comprehensive Liability						PERSONAL & ADV INJURY \$ Included
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	ANY AUTO						BODILY INJURY (Per person) \$
	ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident) \$
	HIRED AUTOS						\$
NON-OWNED AUTOS	\$						
							\$
B	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			SE13LIA00943001	1/4/2013	1/4/2014	EACH OCCURRENCE \$ 5,000,000
	EXCESS LIAB <input checked="" type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 5,000,000
	DEDUCTIBLE			SE13LIA00943002	1/4/2013	1/4/2014	EACH OCCURRENCE \$ 14,000,000
B	RETENTION \$						AGGREGATE \$ 14,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WC539S312624012 USL&H is included	4/5/2012	4/5/2013	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER \$
							E.L. EACH ACCIDENT \$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Protection & Indemnity			WW60860	1/4/2013	1/4/2014	LIMIT \$ 1,000,000
E	Vessel Pollution			OMB6662353	1/4/2013	1/4/2014	LIMIT \$ 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Where required by written contract or agreement, Certificate Holder is additional insured on the Marine Comprehensive Liability policy.

CERTIFICATE HOLDER

City of Homer 491 E. Pioneer Homer, AK 99603	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE K Muir, CIC/SHARP <i>Kristen A. Muir</i>



State of Alaska
Corporations, Business and Professional Licensing
CORPORATION SECTION
PO Box 110808
Juneau, AK 99811-0808

Date Filed: 12/30/2005 03:09 PM
Effective Date: 01/01/2006 12:00 AM
State of Alaska
Department of Commerce

ARTICLES OF ORGANIZATION
Online Filing
(Domestic Limited Liability Company)

The undersigned person(s) of the age of 18 years or more, acting as organizers of a limited liability company under the Alaska Limited Liability Act (AS 10.50) hereby adopt the following Articles of Organization:

Article 1. Name of the Limited Liability Company. The name of a limited liability company must contain the words "limited liability company" or the abbreviation "L.L.C.," or "LLC":

Alaskan Coastal Freight, LLC

Article 2. The purpose for which the company is organized. A limited liability company may list any lawful as its purpose:

To engage in the business of marine coastal freight transportation and any other lawful purpose.

Article 3. Registered Agent Name and Address:

Name:	Anna M. Flanigan
Mailing Address:	P.O. Box 4083 Homer, AK 99603
Physical Address if Mailing Address is a Post Office Box:	4722 Sabrina Road Homer, AK 99603

Article 4. Duration:

Check this box if the duration is perpetual: ☒

If the duration is not perpetual, list the latest date upon which the Limited Liability Company is to dissolve:

Article 5. Management: Check this box if the company will be managed by a manager. ☐

Article 6. Optional Provisions:

--

One or more organizer shall sign the Articles of Organization for a limited liability company.

Name of Organizer

Online Signature of Organizer

Bruce J. Flanigan	Bruce J. Flanigan
Anna M. Flanigan	Anna M. Flanigan

Date Submitted Online

December 30, 2005

State of Alaska
Department of Commerce, Community, and
Economic Development

**CERTIFICATE
OF
ORGANIZATION**
Limited Liability Company

THE UNDERSIGNED, as Commissioner of Commerce, Community, and Economic Development of the State of Alaska, hereby certifies that Articles of Organization duly signed and verified pursuant to the provisions of Alaska Statutes has been received in this office and have been found to conform to law.

ACCORDINGLY, the undersigned, as Commissioner of Commerce, Community, and Economic Development, and by virtue of the authority vested in me by law, hereby issues this certificate to

Alaskan Coastal Freight, LLC

and attaches hereto the original copy of the Articles of Organization for such certificate.



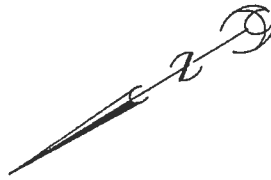
IN TESTIMONY WHEREOF, I execute
this certificate and affix the Great Seal of
the State of Alaska on **December 30, 2005.**

A handwritten signature in dark ink, appearing to read "William C. Noll".

William C. Noll
Commissioner



ATS-612 (77-64 HAD)



NO DIRECT ACCESS TO STATE MAINTAINED RIGHTS OF WAY IS PERMITTED UNLESS APPROVED BY THE STATE OF ALASKA DEPARTMENT OF TRANSPORTATION.

NO PERMANENT STRUCTURE SHALL BE CONSTRUCTED OR PLACED WITHIN AN EASEMENT WHICH WOULD INTERFERE WITH THE ABILITY OF A UTILITY TO USE THE EASEMENT.

THERE IS A 15' UTILITY EASEMENT CONTAINED ALONG THE EXISTING BURIED CABLE INSTALLED BY ALASKA ELECTRIC ASSOCIATION, GENERALLY WITHIN PRESENT DOCK ROAD R/W.

8-17-92
EE
EWS
OUT

RECORDED 20
HOMER REC. DIST
2-23 93
10:52 A.
ATTACHED RE: ABE/77- SUPP 75
BUREAU P.O. REC'D JWB
HOMER ALABAMA POST

001 572 MOBILE ALA 154 99801
(907) 235-8440

I hereby certify that I am the owner of the property shown and described hereon. I hereby request approval of this plot showing such encumbrances for public utilities and roadways dedicated by me for public use, or to the uses shown

Richard Q. Leland July 21, 1993 DATE:
RICHARD Q. LELAND
HOMER CITY MANAGER
491 EAST PIONEER AVENUE
HOMER, ALASKA 99603

JENNIFER ANDERSON
NOTARY PUBLIC
STATE OF ALASKA
Subscribed and sworn to before me this 21st day of July, 1987.

My Commission Expires
11-7-95

Notary Public for Alaska
11-7-95

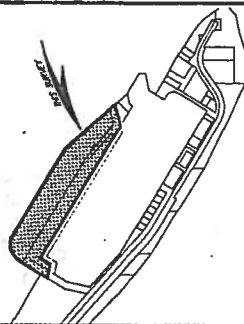
SUBMITTING CERTIFICATE

I hereby certify that this survey was performed by me or under my direct supervision, I declare that the information herein is true and correct to the best of my knowledge and belief.

7-21-92 Date: _____
Walter A. Anderson Walter A. Anderson PLS No. 35008
PLAT APPROVAL

RENAI ACHINUSULA BOROUGH
 This list was approved by the Rena Peninsula Borough
 Planning Commission at the meeting of June 23, 1992

 Renai R. Taylor
 Authorized Official



PICINITY MAP SCALE: 1" = 1000'

DATE JAN 1992

SCALE 1" = 150'

GRID No. 111 - 112

FLD. BA. NO. 111

NO	DATE	REMARKS
1	10/10/2023	...
2	10/11/2023	...
3	10/12/2023	...
4	10/13/2023	...
5	10/14/2023	...
6	10/15/2023	...
7	10/16/2023	...
8	10/17/2023	...
9	10/18/2023	...
10	10/19/2023	...
11	10/20/2023	...
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22	10/31/2023	...
23	11/01/2023	...
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26	11/04/2023	...
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80	12/28/2023	...
81	12/29/2023	...
82	12/30/2023	...
83	12/31/2023	...
84	01/01/2024	...
85	01/02/2024	...
86	01/03/2024	...
87	01/04/2024	...
88	01/05/2024	...
89	01/06/2024	...
90	01/07/2024	...
91	01/08/2024	...
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93	01/10/2024	...
94	01/11/2024	...
95	01/12/2024	...
96	01/13/2024	...
97	01/14/2024	...
98	01/15/2024	...
99	01/16/2024	...
100	01/17/2024	...

ROMER SPIT No. FIVE

ADULTS OF 1015 B-A, B-R AND B-C HADDER SPIT IN TWO
AND LOTS 1 AND 2 OF HADDER SPIT IN FOUR

Spec. 35 & 36, 7th, 8th & 9th S. 1st W. 75
 1st W. 54, within the City of Seattle, Alaska
 CONTAINING 32,819 ACRES

EMERY A. ANDERSON PLS
(907) 255-8440

OPERATING AGREEMENT

This is the Operating Agreement for ALASKAN COASTAL FREIGHT, LLC.

I. Term and Purpose.

The term of the Company shall be perpetual. The Company is organized to engage in the business of marine coastal freight transportation and any other lawful business within the State of Alaska.

II. Capital Contributions.

The organizational members and their percentage of ownership interest shall be as follows:

<u>Member</u>	<u>Ownership Percentage</u>
Anna M. Flanigan	51%
Bruce J. Flanigan	49%

Members married to one another may hold their ownership interest as tenants by the entirety. The capital contributions of the organizational members shall be as set forth in Exhibit A. Voting shall be in accordance with ownership interest. Members holding their interest as tenants by the entirety or joint tenants with right of survivorship shall vote their interest as a "block."

Additional contributions shall be authorized by 3/4 of the total outstanding membership interest and shall be assessed in proportion to each member's interest.

Should a member fail to make an additional capital contribution within thirty (30) days of its assessment, the other members may take one of the following actions:

A. If all non-defaulting members are in agreement, the Company shall return the additional capital contributions made by the non-defaulting members.

B. Any of the non-defaulting members may make the additional capital contribution in question. Following such contribution, the ownership interest of the members shall be adjusted to account for the disparity in contributions. If more than one non-defaulting member wishes to make the additional

contribution, they shall do so in proportion to their ownership interest.

C. The non-defaulting members may take no action and, if so, the ownership interest of the members shall be adjusted to account for the disparity in contributions.

D. Upon unanimous consent of the non-defaulting members, the Company can be dissolved under §VI of this Agreement.

III. Profit Distributions.

After accounting for all appropriate expenses and reserves, any remaining profit may be distributed to the members. Any such distribution shall be according to the members' percentage of ownership interest, except that members holding their interest as joint tenants with right of survivorship, may receive their distribution jointly.

IV. Protection From Liability.

No member shall be liable solely by reason of being a member or a member-manager for the liabilities of the Company. The failure of the Company to observe any formalities or requirements relating to the exercise of its powers or management of its business or affairs under this Agreement or applicable law shall not be grounds for imposing personal liability on the members for liabilities of the Company.

The Company shall indemnify the members and agents for all costs, losses, liabilities, and damages paid or accrued by such member (either as member or as manager) or agent in connection with the business of the Company, to the fullest extent provided or allowed by the laws of Alaska.

V. Transfers of Interest.

A. General Restriction.

Neither a member nor a transferee may transfer, whether voluntarily or involuntarily, any portion of the person's membership or other interest except as otherwise provided in this Article. For purposes of this Article, a "transfer" includes, but is not limited to, any sale, assignment, gift, devise or other transfer upon death, exchange, hypothecation, collateral assignment or subjection to a security interest. However, it shall not include transfer from one married joint tenant member to his or her member spouse, either at death or otherwise.

B. Assignment of Interest.

A member may not transfer, in whole or in part, the member's interest in the Company to a non-member without the unanimous consent of the total outstanding membership interest. Notwithstanding the foregoing, a member may assign any right to receive profit distributions and return of capital to a third party without approval of the membership. In the case of such an assignment, the interest assigned by a member shall not entitle the assignee to participate in the management and affairs of the Company, to become a member, or to exercise the right of a member without the consent of all of the other non-assigning members.

If after obtaining the requisite consent of the membership, any member should desire to assign his or her ownership interest to a non-member, he must first offer for assignment to the Company, in writing, the ownership interest at the same price and on the same terms as being offered to the prospective buyer. The Company shall have thirty (30) days from the receipt of said offer in which to exercise its option to purchase said interest. Said notice shall be given by the member to the Company at its registered office. Such purchase must be approved by unanimous vote of the membership interest.

In the event that the Company should fail, refuse or be unable to exercise, within thirty (30) days after the receipt of the offer, its option to purchase such interest, the remaining members shall have the option to purchase said interest. Said option must be exercised within thirty (30) days after there has been mailed by the Company to each member, a notice in writing describing the shares being offered for sale and the price at which said shares are being offered. This notice shall be sent by United States mail, addressed to each member as shown in the Company's records, and shall be sent within five (5) days after the expiration of the option granted the company. Members of the company so desiring to purchase said interest, shall send to the Company, within the required period, written offers to purchase the member's interest.

If the ownership interest offered for sale is not purchased by the Company or members, the member wishing to sell said interest shall have the right to sell to the approved purchaser, provided however, that the sale of said ownership interest shall not be made at any lower price than that which was offered to the Company and other members, and provided further that the sale of such interest shall not be made later than ninety (90) days after the date upon which said ownership interest was offered to the Company.

If more than one member desires to purchase the ownership interest for sale, the members desiring to purchase the same shall be entitled to purchase said interest in proportion to the ownership interest each such member bears to one another.

C. Conditions on Transfers of Interest.

The transfer of a membership or other interest (including the interest of a transferee) otherwise permitted by this Article shall be subject to the following additional limitations:

(1) No membership or other interest may be transferred or issued if the proposed action, in the opinion of counsel for the Company, would result in the termination of the Company under Section 708 of the Code, would result in the cancellation of the Company's Articles of Organization, or would impair the Company's partnership tax status under the Code.

(2) No membership or other interest may be issued by the Company or transferred by a member unless the transferee confirms in writing acceptable to the managers that the transferee has agreed to be bound by the terms and provisions of this Agreement.

(3) No transfer of a membership or other interest may be made unless the transferee shall have paid or, at the election of the Managers, becomes obligated to pay all reasonable expenses connected with such transfer, substitution or admission, including but not limited to the cost of preparing and filing any amendment to the Articles of Organization required to effect the transferee's admission as a new or substituted member.

(4) No membership or other interest may be transferred unless, if requested, the Managers receive an opinion of counsel, satisfactory in form and substance to the Company's counsel, to the effect that such transfer will not violate the federal securities laws, or any state securities or syndication laws. Such opinion shall, in the case of a transfer by a member, be furnished at the expense of the member.

D. Death of a Member.

Upon the death of a member, the Company shall have the option to purchase the deceased member's ownership interest from his or her estate.

In exchange for the redeemed membership interest, the Company shall pay the deceased member's estate the fair market value of that interest, as of the date of the member's death.

In the event the Company and the deceased member's estate are unable to agree on the fair market value of the deceased member's interest, such value shall be determined by a neutral appraiser familiar with appraising the value of small businesses, selected by the Company.

If, following the appraisal, the Company and the deceased member's estate continue to disagree on the fair market value of the deceased member's interest, the deceased member's estate will choose another neutral appraiser to conduct a second appraisal.

If, following the second appraisal, the Company and the deceased member's estate remain unable to agree on the value of the deceased member's interest, the two appraisers will select a third neutral appraiser for a final determination. The third appraiser will review the two earlier appraisals and conduct whatever independent investigation he or she deems appropriate. The determination of the third appraiser shall be final, binding and not subject to further mediation, arbitration or court review. The Company will pay for any appraisals performed under this paragraph.

The Company may secure policies of life insurance on each member in order to have funds available to implement this provision.

Payment for the ownership interest shall be made to the deceased member's estate (or other appropriate legal representative) within 90 days of the final determination of fair market value and upon assignment to the Company of the deceased member's interest.

In the event any insurance proceeds to be used for the purchase are less than the fair market value of the deceased member's interest, the deficiency may be paid by the Company to the deceased member's estate in cash or in monthly payments amortized over five years, at the prime interest rate then reflected in the Wall Street Journal.

If the Company carried no life insurance on the deceased member, the Company may, in lieu of full payment in cash, pay the deceased member's estate 10% of the purchase price within ninety (90) days of final determination of fair market value and

the remaining balance in monthly installments amortized over five (5) years, at the prime interest rate then reflected in the Wall Street Journal.

In the event the Company fails to timely exercise the option to purchase the deceased member's ownership interest, the remaining members shall have the option to purchase the interest. Written notice that the option is being exercised must be sent by certified mail to the estate's representative within thirty (30) days after the Company's option to purchase has expired. The method for determining the purchase price shall be the same as set forth above. The purchasing member may elect to pay for the deceased member's interest over time, according to the terms set forth in the preceding paragraph.

If more than one member desires to purchase the deceased member's interest, the members desiring to purchase the same shall be entitled to purchase said interest in proportion to the ownership interest each such member bears to one another.

E. Withdrawal of Member.

Except as otherwise provided in this Article, no member shall be entitled to withdraw or resign from the Company.

F. Recognition of Transferees and Substituted Members.

Amendments to the books and records of the Company and, if required by law, amendments to the Articles of Organization, shall be made to recognize assignments of membership interests and, if applicable, admission of substituted or new members. Assignments of membership interests and admissions of new members shall be recognized and effective on and as of the first day of the first month following the date of the satisfaction of the conditions to the transfer and substitution set forth in this Article. Allocation of Company profits, losses and other items upon transfer shall be made as provided elsewhere in this Agreement

G. Obligations of Transferring Member.

Except as otherwise unanimously agreed to by the other members, no transfer by a member of all or any portion of an interest in the Company shall relieve the transferring member of any of the member's then existing obligations to the Company or of any then existing liability as a member, whether or not the person remains as a member.

H. New Members.

Except as indicated above, new members may be admitted only upon the unanimous approval of the entire membership interest.

VI. Dissolution.

The Company shall be dissolved and its affairs wound up, upon the first to occur of the following events:

- (a) a member's bankruptcy;
- (b) a member's death or incapacity;
- (c) a member's incompetency;
- (d) in the case of a member who is acting as a member by virtue of being a trustee of a trust, the termination of the trust;
- (e) in the case of a member that is a separate entity, the dissolution and commencement of winding up of the entity;
- (f) in the case of a member that is an estate, the distribution by the fiduciary of the estate's entire interest in the Company;
- (g) the unanimous written consent of all of the members; or
- (h) the unanimous written consent of all non-defaulting members, as provided for in §II(D) of this Agreement.

Notwithstanding the foregoing, the business of the Company may be continued with the consent of the majority in interest of the remaining members.

VII. Internal Management.

A. Management.

The ordinary and usual decisions concerning the business affairs of the Company shall be made by the member-managers selected by the members. There shall be at least one member-manager. No member-manager shall have any contractual

right to such a position. Each member-manager shall serve until the earliest of:

1. the resignation of such member-manager;
2. removal of the member-manager by the majority vote of the remaining members; or
3. the election and qualification of a successor to the member-manager by a majority of the members.

The initial Co-Managers shall be Anna M. Flanigan and Bruce J. Flanigan.

B. Powers to Bind.

Only the member-managers and agents of the Company authorized by the member-managers shall have the authority to bind the Company. No member who is not either a member-manager or otherwise authorized as an agent shall take any action to bind the Company, and each member shall indemnify the Company for any costs or damages incurred by the Company as a result of the unauthorized action of such member. Each member-manager has the power, on behalf of the Company, to do all things necessary or convenient to carry out the business and affairs of the Company.

C. Compensation of Member-Managers.

Each member-manager shall be reimbursed all reasonable expenses incurred in managing the Company and shall be entitled to compensation, in an amount to be determined from time to time by a majority vote of the members.

D. Duty of Care of Member-Manager.

A member-manager shall perform the duties of management in good faith in a manner the member-manager reasonably believes to be in the best interests of the Company, and with the care, including reasonable inquiry that an ordinarily prudent person in a like position would use under similar circumstances. A member-manager may rely on information, opinions, reports or statements, including financial statements and other financial data, prepared or presented by a Company employee, attorney, accountant or other professionals or experts as to matters the member-manager reasonably believes are within such other person's professional or expert competence.

VIII. Records, Returns and Reports

A. Records to be Maintained.

The Company shall maintain the following records at the principal office:

1. A current and past list of the full name and last known business address of each member, former member and other holder of a membership interest;
2. A copy of the Articles and all amendments thereto, including signed copies of any powers of attorney pursuant to which Articles have been executed;
3. Copies of the Company's federal, foreign, state and local income tax returns and reports, if any, for the three most recent years;
4. Copies of this Agreement including all amendments thereto;
5. Any financial statements of the Company for the three most recent years;
6. To the extent not provided in this Agreement, a document stating the amount of cash contributed by a member, the agreed value of other property or services, and when a member shall make additional contribution, if any.

B. Inspection of Records.

The Company shall make its books and records of the account reasonably available for inspection and copying at its registered office or principal office by a member. Member inspection shall be upon written demand stating with reasonable particularity the purpose of inspection. The inspection may be in person or by agent or attorney, at a reasonable time and for a proper purpose. Only books and records of account, minutes, and the record of members directly connected to the stated purpose of inspection may be inspected or copied.

IX. Amendment.

This Operating Agreement may be amended by a vote of members holding a majority ownership interest in the company.

1/24/06
Date

Anna M. Flanigan
Anna M. Flanigan, Member

1/24/06
Date

Bruce J. Flanigan
Bruce J. Flanigan, Member

**The following materials must be submitted when applying for a lease of
City of Homer real property**

1.	Plot Plan	<p><u>A drawing of the proposed leased property showing:</u></p> <p><input type="checkbox"/> Size of lot - dimensions and total square footage. – to scale, please.</p> <p><input checked="" type="checkbox"/> Placement and size of buildings, storage units, miscellaneous structures planned – to scale, please.</p> <p><input checked="" type="checkbox"/> Water and sewer lines – location of septic tanks, if needed.</p> <p><input checked="" type="checkbox"/> Parking spaces – numbered on the drawing with a total number indicated – please refer to Homer City Code _____</p>																				
2.	Development Plan	<p><input type="checkbox"/> List the time schedule from project initiation to project completion, including major project milestones.</p> <table border="0"> <thead> <tr> <th data-bbox="487 693 730 735">Dates</th> <th data-bbox="779 693 893 735">Tasks</th> </tr> </thead> <tbody> <tr> <td>_____</td> <td>Fill in ditches that make the North end of lot #13 unusable.</td> </tr> <tr> <td>_____</td> <td>Place filter fabric, then slotted culverts</td> </tr> <tr> <td>_____</td> <td>for drainage with drain rock. Cap</td> </tr> <tr> <td>_____</td> <td>with filter fabric and drain rock. gravel</td> </tr> <tr> <td></td> <td>ON surface</td> </tr> </tbody> </table> <p>For each building, indicate:</p> <table border="0"> <thead> <tr> <th data-bbox="487 1018 730 1060">Building Use</th> <th data-bbox="974 1018 1380 1060">Dimensions and square footage</th> </tr> </thead> <tbody> <tr> <td>NA</td> <td>NA</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> </tbody> </table>	Dates	Tasks	_____	Fill in ditches that make the North end of lot #13 unusable.	_____	Place filter fabric, then slotted culverts	_____	for drainage with drain rock. Cap	_____	with filter fabric and drain rock. gravel		ON surface	Building Use	Dimensions and square footage	NA	NA	_____	_____	_____	_____
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_____	with filter fabric and drain rock. gravel																					
	ON surface																					
Building Use	Dimensions and square footage																					
NA	NA																					
_____	_____																					
_____	_____																					
3.	Insurance	<p><input checked="" type="checkbox"/> Attach a statement of proof of insurability of lessee for a minimum liability insurance for combined single limits of \$1,000,000 showing the City of Homer as co-insured. Additional insurance limits may be required due to the nature of the business, lease or exposure. Environmental insurance may be required. If subleases are involved, include appropriate certificates of insurance.</p>																				
4.	Subleases	<p><input checked="" type="checkbox"/> Please indicate and provide a detailed explanation of any plans that you may have for subleasing the property. The City of Homer will generally require payment of 25% of proceeds paid Lessee by subtenants. Refer to chapter 13 of the Property Management Policy and Procedures manual.</p>																				
5.	Health Requirements	<p><input checked="" type="checkbox"/> Attach a statement documenting that the plans for the proposed waste disposal system, and for any other necessary health requirements, have been submitted to the State Department of Environmental Conservation for approval. Granting of this lease shall be contingent upon the lessee obtaining all necessary approvals from the State DEC.</p>																				
6.	Agency Approval	<p><input type="checkbox"/> Attach statement(s) of proof that your plans have been inspected and approved by any agency which may have jurisdiction of the project; i.e. Fire Marshall, Army Corps of Engineers, EPA, etc. The granting of this lease shall be contingent upon lessee obtaining approval, necessary permits, and/or inspection statements from all appropriate State and/or Federal agencies.</p>																				

7.	Fees	<p><u>All applicable fees must be submitted prior to the preparation and/or execution of a lease.</u></p> <p><input type="checkbox"/> Application fee - \$30.00. Covers costs associated with processing the application.</p> <p><input type="checkbox"/> Lease fee - \$300.00. Covers the costs of preparing and processing the actual lease.</p> <p><input type="checkbox"/> Assignment fee - \$250.00. Covers the costs of preparing and processing the lease transfer.</p>
8.	Financial Data	<p><u>Please indicate lessee's type of business entity:</u></p> <p><input type="checkbox"/> Sole or individual proprietorship.</p> <p><input type="checkbox"/> Partnership.</p> <p><input type="checkbox"/> Corporation.</p> <p><input type="checkbox"/> Other – Please explain: <u>LLC</u></p> <hr/> <p>Attached <input checked="" type="checkbox"/> Financial Statement – Please attach a financial statement showing the ability of the lessee to meet the required financial obligations.</p> <p><input type="checkbox"/> Surety Information – Has any surety or bonding company ever been required to perform upon your default or the default of any of the principals in you organization holding more than a 10% interest</p> <p><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes. If yes, please attach a statement naming the surety or bonding company, date and amount of bond, and the circumstances surrounding the default or performance.</p> <p><input type="checkbox"/> Bankruptcy information - Have you or any of the principals of your organization holding more than a 10% interest ever been declared bankrupt or are presently a debtor in a bankruptcy action?</p> <p><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes. If yes, please attach a statement indicating state, date, Court having jurisdiction, case number and to amount of assets and debt.</p> <p><input type="checkbox"/> Pending Litigation – Are you or any of the principals of your organization holding more than a 10% interest presently a party to any pending litigation?</p> <p><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes. If yes, please attach detailed information as to each claim, cause of action, lien, judgment including dates and case numbers.</p>
9.	Partnership Statement	<p><input type="checkbox"/> <u>If the applicant is a partnership, please provide the following:</u></p> <p>Date of organization: <u>12-30-05</u></p> <p>Type: <input type="checkbox"/> General Partnership <input checked="" type="checkbox"/> Limited Partnership</p> <p>Statement of Partnership Recorded? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Where <u>HOMER</u> When <u>12-30-05</u></p> <p>Has partnership done business in Alaska? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Where <u>Homer</u> When <u>2005 to Present</u></p> <p>Name, address, and partnership share. If partner is a corporation, please complete corporation statement.</p> <p>Limited/ General <u>Name</u> <u>Address</u> <u>Share %</u> <u>Anna Flanigan</u> <u>Po Box 4083 Homer</u> <u>51%</u></p>

<p>11. Applicant References</p>	<p>Please list four persons or firms with whom the Applicant or its owners have conducted business transactions with during the past three years. Two references named shall have knowledge of your financial management history, of which at least one must be your principal financial institution. Two of the references must have knowledge of your business expertise.</p> <hr/> <p>Name: <u>David Bennett</u> Firm: <u>Alaska USA Federal Credit Union</u> Title: <u>Commercial loan officer</u> Address: <u>500 W. 36th Ave, Suite 400, Anchorage</u> Telephone: <u>907-786-2324</u> Nature of business association with Applicant: <u>Principal Financial Institution</u></p> <hr/> <p>Name: <u>Carrie Herndon</u> Firm: <u>Carrie Herndon, CPA</u> Title: <u>Certified Public Accountant</u> Address: <u>331 E Pioneer Ave Homer</u> Telephone: <u>907-235-8260</u> Nature of business association with Applicant: <u>CPA for Alaskan coastal Freight</u></p> <hr/> <p>Name: <u>Curtis Pennington</u> Firm: <u>Hilcorp Energy Company</u> Title: <u>Project manager Drift river</u> Address: <u>52300 Nikiski Beach Rd - Nikiski AK 99563</u> Telephone: <u>337-276-7676</u> Nature of business association with Applicant: <u>Frequent Customer of ACF</u></p> <hr/> <p>Name: <u>James Harris</u> Firm: <u>Alaska Native Tribal Health Consortium</u> Title: <u>Project manager</u> Address: <u>1901 Bragaw St Anchorage AK 99509</u> Telephone: <u>907-729-3600</u> Nature of business association with Applicant: <u>Frequent Customer of ACF</u></p>
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I hereby certify that the above information is true and correct to the best of my knowledge.

Signature:



Date:

4/26/13

0177734

CITY OF HOMER

491 EAST PIONEER AVENUE
HOMER, AK 99603
(907) 235-8121

Date 5-3 2013

\$ 30-

RECEIVED FROM Alaskan Coastal freight

DOLLARS

Thank You

for lease Application Fee

AMOUNT OF ACCOUNT	
THIS PAYMENT	30
BALANCE DUE	

☐ CASH
☒ CHECK
☐ M.O.
☐ CREDIT CARD

BY

W

ALASKAN COASTAL FREIGHT, LLC
DBA ALASKAN COASTAL FREIGHT, LLC

C/O ANNA FLANIGAN
ANNAFLANIGAN@MYWAY.COM
PO BOX 4083 PH. (907) 235-3660
HOMER, AK 99603-4083


5807

89-72023252

PAY
TO THE
ORDER OF City of Homer

DATE 4-26-13

\$ 30.00

DOLLARS  Security
Features
Back

AlaskaUSA
Federal Credit Union

Toll free (800) 525-0904
Anchorage (907) 568-4567
www.alaskausa.org

FOR lease application fee

Quincy

⑈005807⑈ ⑆32527202⑆ ⑆70001250458⑈



KENAI PENINSULA BOROUGH

144 N. BINKLEY • SOLDOTNA, ALASKA • 99669-7520
BUSINESS (907) 262-4441 FAX (907) 262-1892

JOHN J. WILLIAMS
MAYOR

CERTIFICATE OF TAX DEPARTMENT

I, Rhonda K. Krohn, Property Tax and Collections Supervisor for the Kenai Peninsula Borough, do hereby certify that all real property taxes levied by the Kenai Peninsula Borough through December 31, 2006 have been paid for the area(s) described as:

Subdivision: HOMER SPIT REPLAT 2006

Parcel # 18103422-4

T07S R13W S01 HM0670444 CITY OF HOMER REPLAT OF A PORTION OF THE HOMER SPIT Lot 11

Parcel # 18103423-2

T07S R13W S01 HM0670444 CITY OF HOMER REPLAT OF A PORTION OF THE HOMER SPIT Lot 9

Parcel # 18103424-0

T07S R13W S01 HM0670444 CITY OF HOMER REPLAT OF A PORTION OF THE HOMER SPIT Lot 10

Effective January 1, 2007 the 2007 estimated taxes of _____ were paid on the above property(s). However, if the estimated taxes are less than the actual taxes levied on July 1, 2007, the difference is a lien against the property(s) until paid.

Witness my hand and seal this 31st day of January, 2007.

Rhonda K. Krohn
Property Tax and Collections Supervisor

Homer 2007-134

STAFF REPORT

ALASKA COASTAL FREIGHT PROPOSAL

Lease Committee Meeting 5/14/13

Introduction:

Alaska Coastal Freight submitted a lease proposal in response to the RFP the City recently posted. The proposal is to lease a 100 foot by 220 foot section on the South end of Lot 13. Lot 13 contains the chip pad however, the area proposed for lease is not on the cement pad and is located close to the deep Water Dock and the harbor barge ramp. The proposed use is a freight staging area to support Coastal Freight's operations at the barge ramp. The proposal requests a lease term of five years and a rental rate of 50 cents per sq. foot per year.

The Proposal

Chapter 5.2 of the Property Management Policy and Procedures Manual (Lease Policies) contains the criteria to determine if a proposal is complete and responsive to the RFP. Attached is a checklist report on the responsiveness of the proposal prepared by Andrea Browning. Andrea's report shows that the proposal meets the minimal requirements for responsiveness. The Development Plan does not contain a timeline or any benchmarks for improvements which is a requirement. The staff determined that this omission was not significant enough to warrant rejection of the proposal because very few improvements are proposed on the property and the lease term is only five years. The timetable can be addressed by the Committee and made a condition of final approval of the lease. This proposal has been determined to be sufficiently complete for Lease Committee review.

Proposal Evaluation

Chapter 6.2 (B) contains the evaluation criteria to be used in scoring and rating a lease proposal. An analysis of each of the criteria follows:

Compatibility with neighboring uses and consistency with applicable land use regulations including the Comprehensive Plan.

The property proposed for lease is located within the Marine Industrial Zoning District. The proposed use is a staging area for freight that is being shipped to or from Homer. The use is water related and water dependent and the site is appropriately located near the harbor barge ramp and the Deep Water Dock. Freight staging is consistent with the Zoning District and relevant sections of the Spit Comprehensive Plan. The use is also consistent with neighboring uses which include boat repair, metal scrap salvage and shipping, a fuel tank farm, and a general purpose staging and storage area adjacent to the Deep Water Dock.

The development plan including all proposed phases and timetables.

The development plan includes making a portion of Lot 13 usable that is currently not. This work will include filling in ditches with filter fabric, slotted culverts, drain rock, and gravel to make a smooth usable area that still drains adequately. No timetable is provided for this work to occur and that should be a stipulation of final approval. Also, the drainage proposal should be reviewed and approved by the City Engineer, Planner, and other appropriate authorities.

The proposed capital investment.

The only capital investment described in the proposal is the filling of ditches described above. No dollar amount is provided for the value of that work although providing usable land certainly has value to the City. The value of these improvements should be obtained. This information is important since the applicant is requesting a rental rate that may be below market value. The applicant has also verbally discussed other improvements such as a security fence but this is not mentioned in the application. That needs to be clarified before final approval. It should be noted that the applicant has already made significant capital improvements in the area which include paving the barge ramp and grading and leveling the lot the Company is currently using for staging (tariff rental rates apply). The applicant has also recently made a large capital investment in its vessel, the Helenka B; which is the foundation of this business enterprise.

Experience of the applicant in the proposed business or venture.

The applicant did not provide information regarding experience in the proposal. I will request that supplemental information be provided for the Committee by meeting time. This reviewer is aware though, that the applicant has a vast amount of experience in this enterprise and has been doing it for many years. Alaska Coastal Freight is a well known company providing shipping services to much of Alaska. I have no concerns about the experience of the applicant.

Financial capability or backing of the applicant including credit history, prior lease history, assets that will be used to support the proposed development.

A large capital investment is not proposed so the financial assets and/or backing of the applicant take on lesser importance. The applicant provided a profit and loss statement for the business which was reviewed by the staff. The financial information provided demonstrated that the company has more than adequate resources to carry-out this proposal and perform under the lease. The financial documents were not provided in the packet or made public for privacy and proprietary reasons. The applicant has been doing business with the City for some time and has an excellent track record with respect to port and harbor fees, taxes, etc.

The number of employees anticipated.

The applicant did not mention the number of employees or associated contractors. Again, I will request supplemental information by meeting time.

The proposed rental rate.

The applicant proposes a rental rate of 50 cents per square foot per year. This may be below market value. An appraisal of Lot 13 in 2007 came up with 60 cents on average for the Lot. The City recently rented space on an adjacent lot for a similar use for 60 cents per square foot. On the other hand, it could be argued that the proposed improvements which make the land useable and therefore, more valuable in the long term, could justify a lower rent. We recommend 60 cents or whatever a new appraisal deems the property to be worth.

Other financial impacts such as tax revenues, stimulation of related or spin-off economic development, or the value of improvements left behind upon termination of the lease.

The applicant did not address this issue in the proposal. However, I felt comfortable moving this application ahead to the Committee without that information because I know that the value of related or spin-off economic development is great; especially with respect to support businesses and the marine trades. The applicant proposes to leave behind useable land close to the Deep Water Dock and the harbor barge ramp that will increase in value over time. He has also paved and improved the barge ramp and improved the land he is currently utilizing. I will request supplemental information by meeting time.

Other long term social and economic development.

Shipping and the movement of freight is expected to be an area of economic growth in the future; helping the local economy and the finances of the port and harbor enterprise fund. Having this enterprise located in the harbor and on Lot 13 is expected to stimulate a range of other similar or support businesses.

RECOMMENDATION:

I would recommend that the Lease Committee approve this proposal and pass it to the City Council with a recommendation that the proposal be approved and that the City Manager be authorized to negotiate a five year lease, subject to the following:

1. A rental rate of 60 cents per square foot or the value suggested by a new appraisal of the property.
2. Review and approval of the drainage plan by appropriate authorities.
3. An approved timetable for development
4. Supplemental information regarding planned improvements.
5. An estimate of the proposed and past investments
6. Other required information such as employment and financial impacts.

Respectfully Submitted: W. Wrede

Session 13-01 A Special Meeting of the Lease Committee was called to order at 3:06 pm on May 14, 2013 by Chair Terry Yager at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMITTEEMEMBERS YAGER, HAWKINS, AND ZIMMERMAN

TELEPHONIC: COMMITTEE MEMBER ABOUD

ABSENT: COMMITTEEMEMBERS KRISINTU (EXCUSED)

STAFF: DEPUTY CITY CLERK I RENEE KRAUSE
CITY MANAGER WALT WREDE

APPROVAL OF THE AGENDA

Chair Yager requested a motion to approve the agenda.

HAWKINS/ZIMMERMAN – MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA *(3 Minute Time Limit)*

Bruce Flanagan, owner, Alaskan Coastal Freight, LLC commented on his proposal. He stated that he did not plan to fence the area until he saw that it was feasible with the access requirements required for tractor trailer units. He noted his costs to upgrade the portion of the parcel he was interested in and the basis for his offer to lease the aforementioned parcel. Mr. Flanagan stated his reasons for his interest in leasing the portion of the parcel was safety and the requirement of additional space. Mr. Flanagan assured the Committee members that there will be no hazardous materials stored on site.

Mr. Flanagan also provide the amount of revenue provided to the city from his business and the benefits his business brings the community as a whole.

APPROVAL OF THE MINUTES

Chair Yager requested a motion to approve the minutes.

HAWKINS/ZIMMERMAN – MOVED TO APPROVE THE MINUTES FOR THE MEETING OF OCTOBER 11, 2012 AS PRESENTED.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

VISITORS

There were no visitors scheduled.

STAFF & COUNCIL REPORTS/COMMITTEE REPORTS/BOROUGH REPORTS

A. Staff Report – Updates and Status Report

City Manager Wrede provided updates on the progress of the following leases:

- Dockside II – William Sullivan had numerous contingencies attached to the approval of a new lease before finalizing his lease. He has been provided a lease contingent upon completion of the requirements.
- Fortune Sea, LLC - Ian Pitzman – The plans changed twice, negotiations completed. A lease has been issued.
- Alaska Custom Seafoods - Brad Faulkner – Mr. Faulkner has not followed through with most of the requirements; there have been delays in progress and completing the requirements for a Conditional Use Permit; the City has removed a pipe and approval has been given by the Fire Marshall. It appears that without constant vigilance on the part of the City Mr. Faulkner is very slow to comply with the contingencies set to enter into a new lease. He noted that they are way past the time frame recommended by the committee.
- Snug Harbor – The proposal has significantly changed from the one that was approved by the committee. They would like to lease the whole lot. He has been mulling over bringing this back before the committee due to the changes due to the increased financial component.

City Manager Wrede clarified some recent discussion by Council on the parcel where Pier One Theater is located. He related misinformation from the newspapers. He stated that the City Council is very mindful that the land was purchase with Port & Harbor Enterprise money for Marine Industrial uses. He believes Council Currently there are several entities interested in the parcel besides the existing Pier One Theater and campground. There is interest to place a major barge business to install moorings, another business entity has approached the Harbormaster interested in the uplands, the Wooden Boat Society, and the Kachemak Bay Water Trail launch. Due to all the interest plus the description outlined in the Spit Comprehensive Plan; he has been directed by Council to bring forth a resolution that would amend the Land Allocation Plan to Lease out a portion of the property that is water dependent who is willing to pay rent and if this is approved then it will come before the Committee; Mr. Wrede stated that Council is interested in the best use for that property since it will become more valuable as time goes on. They are interested in making reasonable decisions.

Chair Yager inquired about the seriousness of Mr. Faulkner in making the situation work. Mr. Wrede responded noting the benchmarks that the committee outlined in their recommendation regarding a new lease with Mr. Faulkner and that they are falling behind in completing these benchmarks in the time outlined.

Mr. Zimmerman inquired about the amount Fortune Sea LLC was paying and the square footage for the lease and then inquired if Snug Harbor requested any concessions. Mr. Wrede stated he leased Lot 19 which was approximately ½ acre and only noted that Snug Harbor requested the road to be paved which will be done this season.

There was no further discussion.

PUBLIC HEARING

There were no public hearings scheduled.

PENDING BUSINESS

There were no items on the agenda.

NEW BUSINESS

- A. Proposal & Assignment: Alaskan Coastal Freight
1. Chapter 6 – Proposal Evaluation Process
 2. Staff Evaluation & Findings

Chair Yager requested a motion to bring Item A. Alaskan Coastal Freight Proposal to the floor for discussion.

HAWKINS/ZIMMERMAN – MOVED TO BRING ALASKAN COASTAL FRIGHT PROPOSAL FORWARD FOR DISCUSSION.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Mr. Wrede commented on the review process conducted by staff and the proposal was found to be completed with the exception of a project timeline or development plan. Mr. Wrede further stated that the information Mr. Flanagan omitted from the proposal he did provide in his statement under Public Comment. There was no information provided on employees/future employment opportunity and spin off either in the proposal.

Chair Yager inquired if Mr. Flanagan would like to address those items now for the committee.

Mr. Flanagan provided information on 600 tons of equipment, winter projects, freight hauling in amounts of 200 tons or more; and that there appears to be more satellite business available. Currently he has no plans for expanding his employees which number 1 on the beach an 4 in the boat. Mr. Flanagan stated his biggest concern is safety for the pedestrians and civilians that bypass the area on a daily basis; he also noted that the Harbormaster has a better view on that parcel in regards to security. He sees the possibility of growth in the business industry. Mr. Flanagan described how he will install the culverts.

A brief discussion on a drain line, contaminant issues, installation of a system to deal with oil, using money from the proposed lease to defer that cost; a system installed out East End Road by Mr. Flanagan for a cost of approximately \$10,000. Chair Yager asked for a recap on the basis for agreeing to \$0.50 per square foot lease rate instead of the \$0.60. Mr. Flanagan cited the costs he will incur in leasing this portion of a parcel was the improvements he intended to perform and the benefits to the community his lease provided last year.

Mr. Zimmerman provided some points in leasing at the lower rate to recent lessees.

Chair Yager questioned the amount of improvements proposed by Fortune Sea, LLC and using those as a comparison to what Mr. Flanagan proposes. He expressed concern regarding a precedent being set.

Mr. Wrede offered one alternative to deduct the money paid on improvements and that the city has accepted work for rent in the past.

Mr. Flanagan cited that he is proposing to rent land that currently is not usable and making it usable.

Mr. Zimmerman expressed concerns over what the Lease Policy states in regard to the appraisal.

ABBOUD/ZIMMERMAN - MOVED TO APPROVE THE STAFF RECOMMENDATIONS AND FORWARD TO CITY COUNCIL PRORATING THE RENTAL AMOUNT FOR THE AMOUNT OF THE PROPOSED AND REQUIRED IMPROVEMENTS TO THE PROPERTY.

There was no further discussion.

VOTE. YES. ABBODD, HAWKINS, ZIMMERMAN, YAGER.

Motion carried.

There was a brief discussion on pedestrian safety issues and proposed trails on the Spit.

Mr. Abboud had a prior commitment and departed the meeting at 4:00 p.m.

INFORMATIONAL MATERIALS

There were no informational materials.

COMMENTS OF THE AUDIENCE

Mr. Flanagan noted the real problem was watching out for the dogs out there.

COMMENTS OF THE CITY STAFF

Mr. Wrede commented that he will bring the recommendations to Council at the next meeting on May 28, 2013 through a resolution.

COMMENTS OF THE COUNCILMEMBER *(If one is appointed)*

There were no councilmembers present.

COMMENTS OF THE CHAIR

Chair Yager noted that the City liked seeing what Mr. Flanagan is doing and thanked him for his participation.

COMMENTS OF THE COMMITTEE

Mr. Hawkins thanked everyone for their time.

Mr. Zimmerman thanked Mr. Flanagan for doing the improvements. It makes it all much easier.

ADJOURN

There being no further business before the Lease Committee, Chair Yager adjourned the meeting at 4:06 p.m. The next regular Lease Committee meeting is scheduled for 3:00 p.m. July 11, 2013 at City Hall, Cowles Council Chambers, 491 E. Pioneer Avenue, Homer, Alaska.

RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

Approved:_____

Port & Harbor

Monthly Statistical & Performance Report

For the Month of: **April 2013**

<u>Moorage Sales</u>	<u>2013</u>	<u>2012</u>	<u>Stall Wait List</u>		
Daily Transient	168	137	No. on list at Month's End	<u>2013</u>	<u>2012</u>
Monthly Transient	110	130	18' Stall	8	11
Semi-Annual Transient	15	11	20' Stall	1	1
Annual Transient	8	5	24' Stall	18	10
Annual Reserved	9	3	32' Stall	27	27
			40' Stall	29	26
			50' Stall	17	15
			75' Stall	7	6
<u>Grid Usage</u>			Total:	107	96
1 Unit = 1 Grid Tide Use	<u>2013</u>	<u>2012</u>			
Wood Grid	9	19			
Steel Grid	11	8			
			<u>Docking & Beach/Barge Use</u>		
			1 Unit = 1 or 1/2 Day Use	<u>2013</u>	<u>2012</u>
<u>Services & Incidents</u>	<u>2013</u>	<u>2012</u>	Deep Water Dock	20	45
Vessels Towed	3	5	Pioneer Dock	40	33
Vessels Moved	12	8	Beach Landings	16	5
Vessels Pumped	1	5	Barge Ramp	15	19
Vessels Sunk	0	0			
Vessel Accidents	0	0	<u>Wharfage (in short tons)</u>		
Vessel Impounds	0	0	In Tons, Converted from Lb./Gal.	<u>2013</u>	<u>2012</u>
Equipment Impounds	0	0	Seafood		282
Vehicle Impounds	0	0	Cargo/Other	518	5,080
Property Damage	0	0	Fuel		27,251
Pollution Incident	4	7			
Fires Reported/Assists	1	0	<u>Crane Hours</u>	<u>2013</u>	<u>2012</u>
EMT Assists	0	0		192.5	191.2
Police Assists	1	2			
Public Assists	18	10	<u>Ice Sales</u>	<u>2013</u>	<u>2012</u>
Thefts Reported	0	3	For the Month of April	205	158
<u>Parking Passes</u>	<u>2013</u>	<u>2012</u>	Year to Date Total	242	289
Long-term Pass	8	7			
Monthly Long-term Pass	0	0	<u>Difference between</u>		
Seasonal Pass	0	3	<u>2012 YTD and 2013 YTD:</u>	<hr/> 47 tons less <hr/>	

WEEKLY CRANE TIME / TONS OF ICE
City of Homer - Fish Dock 2013

Date From	Date To	Crane Hours (Weekly)	YTD Crane	Tons of Ice (Weekly)	YTD Ice
12/31/2012	1/6/2013	15.7	15.7	shut down for maintenance	
1/7/2013	1/13/2013	15.5	31.2	shut down for maintenance	
1/14/2013	1/20/2013	9.8	41	shut down for maintenance	
1/21/2013	1/27/2013	12.5	53.5	shut down for maintenance	
1/28/2013	2/3/2013	17	70.5	shut down for maintenance	
2/4/2013	2/10/2013	19.8	90.3	shut down for maintenance	
2/11/2013	2/17/2013	11.1	101.4	shut down for maintenance	
2/18/2013	2/24/2013	30.6	132	shut down for maintenance	
2/25/2013	3/3/2013	41.5	173.5	shut down for maintenance	
3/4/2013	3/10/2013	40.2	213.7	shut down for maintenance	
3/11/2013	3/17/2013	52.8	266.5	shut down for maintenance	
3/18/2013	3/24/2013	32.7	299.2	9	9
3/25/2013	3/31/2013	35.5	334.7	28	37
4/1/2013	4/7/2013	41.4	376.1	38	75
4/8/2013	4/14/2013	32.5	408.6	93	168
4/15/2013	4/21/2013	46.5	455.1	47	215
4/22/2013	4/28/2013	72.1	527.2	27	242
4/29/2013	5/5/2013	71.4	598.6	92	334
5/6/2013	5/12/2013	57	655.6	72	406
5/13/2013	5/19/2013				
5/20/2013	5/26/2013				
5/27/2013	6/2/2013				
6/3/2013	6/9/2013				
6/10/2013	6/16/2013				
6/17/2013	6/23/2013				
6/24/2013	6/30/2013				
7/1/2013	7/7/2013				
7/8/2013	7/14/2013				
7/15/2013	7/21/2013				
7/22/2013	7/28/2013				
7/29/2013	8/4/2013				
8/5/2013	8/11/2013				
8/12/2013	8/18/2013				
8/19/2013	8/25/2013				
8/26/2013	9/1/2013				
9/2/2013	9/8/2013				
9/9/2013	9/15/2013				
9/16/2013	9/22/2013				
9/23/2013	9/29/2013				
9/30/2013	10/6/2013				
10/7/2013	10/13/2013				
10/14/2013	10/20/2013				
10/21/2013	10/27/2013				
10/28/2013	11/3/2013				
11/4/2013	11/10/2013				
11/11/2013	11/17/2013				
11/18/2013	11/24/2013			shut down for maintenance	
11/25/2013	12/1/2013			shut down for maintenance	
12/2/2013	12/8/2013			shut down for maintenance	
12/9/2013	12/15/2013			shut down for maintenance	
12/16/2013	12/22/2013			shut down for maintenance	
12/23/2013	12/29/2013			shut down for maintenance	

Deep Water Dock 2013

Date	Vessel	LOA	Times	Billed	#Dock	\$ Dock	Service Chg
12/31/12	Rig Endeavour			Buccaneer Alaska	1	\$ 1,958.38	
1/1 - 1/30/13	Rig Endeavour		\$2582 X 30	Buccaneer Alaska	1	\$ 77,460.00	
1/4/13	Discovery	183	0800/1300	Ocean Marine Services	2	\$ 253.00	na
1/10/13	Discovery	183	0645/0800 am	Ocean Marine Services	2	\$ 78.68	na
1/10/13	Discovery	183	1430/1445 pm	Ocean Marine Services	2	\$ 78.68	na
1/11/13	Discovery	183	0800/1330	Ocean Marine Services	2	\$ 253.00	na
1/18/13	Discovery	183	0830/1630	Ocean Marine Services	2	\$ 253.00	na
1/23/13	Discovery	183	0800/	Ocean Marine Services	2	\$ 506.00	na
1/24/13	Discovery	183	/0815	Ocean Marine Services	2	\$ 253.00	na
1/24/13	Discovery	183	1400/1430	Ocean Marine Services	2	\$ 78.68	na
1/25/13	Discovery	183	0800/1330	Ocean Marine Services	2	\$ 253.00	na
1/27/13	Endeavor	181	0530/1525	Cispri	2	\$ 253.00	na
1/31-2/27/13	Rig Endeavour		\$2582 X 28	Buccaneer Alaska	1	\$ 72,296.00	
1/31/13	Discovery	183	1330/1400	Ocean Marine Services	2	\$ 78.68	na
2/1/13	Discovery	183	0800/1330	Ocean Marine Services	2	\$ 253.00	na
2/7/13	Discovery	183	0615/0800 am	Ocean Marine Services	2	\$ 78.68	na
2/7/13	Discovery	183	1400/1545 pm	Ocean Marine Services	2	\$ 78.68	na
2/8/13	Discovery	183	0745/1245	Ocean Marine Services	2	\$ 253.00	na
2/14/13	Endeavor CISPRI	181	0120/	Cispri	2	\$ 506.00	na
2/15/13	Endeavor CISPRI	181	/0730	Cispri	2	\$ 253.00	na
2/15/13	Discovery	183	0745/1400	Ocean Marine Services	2	\$ 253.00	na
2/15/13	Endeavor CISPRI	181	1430/	Cispri	2	\$ 253.00	na
2/16/13	Endeavor CISPRI	181	/1430	Cispri	2	\$ 506.00	na
2/19/13	Endeavor CISPRI	181	0745/	Cispri	2	\$ 506.00	na
2/20/13	Endeavor CISPRI	181		Cispri	2	\$ 506.00	
2/21/13	Endeavor CISPRI	181	/0645	Cispri	2	\$ 253.00	
2/21/13	Discovery	183	0700/1030 am	Ocean Marine Services	2	\$ 78.68	na
2/21/13	Discovery	183	1350/1630 pm	Ocean Marine Services	2	\$ 78.68	na
2/22/13	Endeavor CISPRI	181	0630/0730	Cispri	2	\$ 78.68	na
2/22/13	Discovery	183	0740/1300	Ocean Marine Services	2	\$ 253.00	na
2/25/13	Endeavor CISPRI	181	0745/	Cispri	2	\$ 506.00	na
2/26/13	Endeavor CISPRI	181		Cispri	2	\$ 506.00	
2/27/13	Endeavor CISPRI	181		Cispri	2	\$ 506.00	
2/28-3/28/13	Rig Endeavour		2582 X 29	Buccaneer Alaska	1	\$ 74,878.00	
2/28/13	Endeavor CISPRI	181	/1600	Cispri	2	\$ 506.00	
3/1/13	Discovery	183	0545/1330	Ocean Marine Services	2	\$ 253.00	na
3/6/13	Endeavor CISPRI	181	0600/? 1/2 per BH	Cispri	2	\$ 253.00	na
3/7/13	Endeavor CISPRI	181	0900/1200	Cispri	2	\$ 78.68	na
3/7/13	Discovery	183	0700/0800	Ocean Marine Services	2	\$ 78.68	na
3/7/13	Discovery	183	1400/1800	Ocean Marine Services	2	\$ 78.68	na
3/8/13	Endeavor CISPRI	181	0630/0730	Cispri	2	\$ 78.68	na
3/8/13	Discovery	183	0745/1430	Ocean Marine Services	2	\$ 253.00	na
3/9/13	Endeavor CISPRI	181	1145/	Cispri	2	\$ 506.00	na
3/10/13	Endeavor CISPRI	181		Cispri	2	\$ 506.00	
3/11/13	Endeavor CISPRI	181		Cispri	2	\$ 506.00	
3/12/13	Endeavor CISPRI	181	/1000	Cispri	2	\$ 253.00	
3/20/13	Endeavor CISPRI	181	0800/1600	Cispri	2	\$ 253.00	na
3/21/13	Discovery	183	0630/0800	Ocean Marine Services	2	\$ 78.68	na
3/21/13	Discovery	183	1345/1415	Ocean Marine Services	2	\$ 78.68	na
3/22/13	Discovery	183	0745/1330	Ocean Marine Services	2	\$ 253.00	na
3/22/13	Millie Cruz&Innoko	144	1430/2100	Jay Brant	2	\$ 253.00	na
3/25/13	Alaska Titan	120	0700/	Buccaneer Alaska	2	\$ 506.00	na
3/25/13	Arctic Titan	120	0730/	Buccaneer Alaska	2	\$ 506.00	na
3/25/13	Ocean Ranger	115	0800/	Buccaneer Alaska	2	\$ 506.00	na
3/26/13	Alaska Titan	120		Buccaneer Alaska	2	\$ 506.00	
3/26/13	Arctic Titan	120		Buccaneer Alaska	2	\$ 506.00	
3/26/13	Ocean Ranger	115		Buccaneer Alaska	2	\$ 506.00	
3/27/13	Alaska Titan	120		Buccaneer Alaska	2	\$ 506.00	
3/27/13	Arctic Titan	120		Buccaneer Alaska	2	\$ 506.00	
3/27/13	Ocean Ranger	115		Buccaneer Alaska	2	\$ 506.00	
3/28/13	Alaska Titan	120		Buccaneer Alaska	2	\$ 506.00	
3/28/13	Arctic Titan	120		Buccaneer Alaska	2	\$ 506.00	
3/28/13	Ocean Ranger	115		Buccaneer Alaska	2	\$ 506.00	
3/29/13	Rig Endeavour		/0830	Buccaneer Alaska	1	\$ 2,582.00	
3/29/13	Discovery	183	0800/1300	Ocean Marine Services	2	\$ 253.00	na
3/29/13	Alaska Titan	120	/0830	Buccaneer Alaska	2	\$ 253.00	
3/29/13	Arctic Titan	120	/0830	Buccaneer Alaska	2	\$ 253.00	
3/29/13	Ocean Ranger	115	/0830	Buccaneer Alaska	2	\$ 253.00	
3/30/13	Alaska Titan	120	1030/	Western Tow Boat	2	\$ 506.00	na
3/30/13	Arctic Titan	120	1030/	Western Tow Boat	2	\$ 506.00	na
3/31/13	Arctic Titan	120		Western Tow Boat	2	\$ 506.00	
3/31/13	Alaska Titan	120	/1630	Western Tow Boat	2	\$ 506.00	
3/31/13	Ocean Ranger	115	1630/	Western Tow Boat	2	\$ 506.00	na
4/1/13	Arctic Titan	120		Western Tow Boat	2	\$ 506.00	
4/1/13	Alaska Titan	120		Western Tow Boat	2	\$ 506.00	
4/1/13	Ocean Ranger	115		Western Tow Boat	2	\$ 506.00	
4/2/13	Arctic Titan	120	/1300	Western Tow Boat	2	\$ 506.00	
4/2/13	Alaska Titan	120	/1300	Western Tow Boat	2	\$ 506.00	

Deep Water Dock 2013

[illegible]

Deep Water Dock 2013

[illegible]

Pioneer Dock 2013

[illegible]

Pioneer Dock 2013

[illegible]

Water Usage 2013

[illegible]

Water Usage 2013

DWD				\$ 194.05 min chrg	
				\$102.00 CONX	
DATE	VESSEL	Begin Read	End Read Gal.	Charged	Conx Fee
1/5/13	Rig Endeavour	2296000	2347000 51000	\$ 1,979.31	\$ 102.00
1/11/13	Millenium Star	2347000	2351000 4000	\$ 194.05	\$ 102.00
1/18/13	Discovery	2351000	2385000 34000	\$ 1,319.43	\$ 102.00
1/24/13	Rig Endeavour	2385000	2444000 59000	\$ 2,289.79	\$ 102.00
1/25/13	Discovery	2444000	2461000 17000	\$ 659.77	\$ 102.00
2/1/13	Discovery	2461000	2479000 18000	\$ 698.58	\$ 102.00
2/2/13	Millenium Star	2479000	2482000 3000	\$ 194.05	\$ 102.00
2/7/13	Rig Endeavour	2482000	2534000 52000	\$ 2,018.12	\$ 102.00
2/15/13	Rig Endeavour	2534000	2573000 39000	\$ 1,513.59	\$ 102.00
2/19-20/13	Rig Endeavour	2573000	2620000 47000	\$ 1,824.07	\$ 102.00
2/25-26/13	Rig Endeavour	2620600	2666000 45400	\$ 1,761.97	\$ 102.00
3/1/13	Millenium Star	2666000	2670000 4000	\$ 194.05	\$ 102.00
3/3-4/13	Rig Endeavour	2670000	2709000 39000	\$ 1,513.59	\$ 102.00
3/6/13	Rig Endeavour	2709000	2711800 2800	\$ 194.05	\$ 102.00
3/7/13	Discovery	2,711,800	2,745,000 33200	\$ 1,288.49	\$ 102.00
3/9/13	Rig Endeavour	2,745,000	2,797,000 52000	\$ 2,018.12	\$ 102.00
3/18/13	Rig Endeavour	2797000	2848000 51000	\$ 1,979.31	\$ 102.00
3/20/13	Endeavor CISPRI	2848000	2857000 9000	\$ 349.29	\$ 102.00
3/22/13	Discovery	2857700	2,892,000 34300	\$ 1,331.18	\$ 102.00
3/24-25/2013	Rig Endeavour	2892000	2,924,000 32000	\$ 1,241.92	\$ 102.00
3/27/13	Millenium Star	2924000	2,928,000 4000	\$ 194.05	\$ 102.00
3/29/13	Discovery	2928000	2,963,000 35000	\$ 1,358.35	\$ 102.00
4/15/13	Millenium Star	2963350	2,969,000 5650	\$ 219.28	\$ 102.00
5/8/13	Hopkins Const.	2969000	2,976,000 7000	nc const	
5/8/13	Millenium Star	2976000	2,990,000 14000	\$ 543.34	\$ 102.00
5/13/13	Millenium Star	2990600	2,993,000 2,400	\$ 194.05	\$ 102.00
5/14/13	Clean Ocean	2993000	3,036,000 43,000	\$ 1,668.83	\$ 102.00
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2013 Homer City Council Meetings
Port & Harbor Advisory Commission Attendance

It is a goal of the Commission to have a member speak regularly to the City Council at council meetings. There is a special place on the council's agenda specifically for this. After the Council approves the consent agenda, there is a spot for visitors, and then agenda item number seven, announcements, reports from Commissions, the Borough, etc. That is when you would jump up and speak. If the mayor moves on to public hearings, you have waited too long! Typically if there is no visitor or special presentation, you would be talking within the first half hour (or less) of the Council meeting. The Regular meeting start time is 6:00 p.m.

Each commissioner is assigned a month and is responsible for attending one of the two council meetings, ***OR finding another commissioner to do it in their place*** if they will not be attending the meeting.

<u>Meeting Date</u>	<u>Commissioner</u>
January 14, 28	<u>CARROLL</u>
February 11, 25	<u>STOCKBURGER</u>
March 11, 26(Tuesday)	<u>ZIMMERMAN</u>
April 8, 22	<u>HARTLEY</u>
May 13, 28(Tuesday)	<u>HOWARD</u>
June 10, 24	<u>ULMER</u>
July 22	<u>WEDIN</u>
August 12, 26	<u>CARROLL</u>
September 9, 23	<u>STOCKBURGER</u>
October 14, 21	<u>ZIMMERMAN</u>
November 25	<u>HARTLEY</u>
December 9	<u>HOWARD</u>

Budget is given to department heads in July, August to return to city manager for first presentation to council on September.

Budget related council meetings, check schedule at that time: October, November, December

The regular December meeting is when the Budget is finally approved by City Council.

Any Special Meetings are usually schedule the first Monday of the month.