



# Agenda

## Economic Development Advisory Commission Regular Meeting

Tuesday, April 08, 2025 at 6:00 PM

City Hall Cowles Council Chambers In-Person & Via Zoom Webinar

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### Homer City Hall

491 E. Pioneer Avenue  
Homer, Alaska 99603  
[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

### Zoom Webinar ID: 990 0366 1092 Password: 725933

<https://cityofhomer.zoom.us>  
Dial: 346-248-7799 or 669-900-6833;  
(Toll Free) 888-788-0099 or 877-853-5247

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### CALL TO ORDER, PLEDGE OF ALLEGIANCE, 6:00 P.M.

### AGENDA APPROVAL

### PUBLIC COMMENTS ON MATTERS ALREADY ON THE AGENDA (3 minute time limit)

### RECONSIDERATION

**CONSENT AGENDA** (Items listed below are considered routine and non-controversial by the Commission and are approved in one motion. If a separate discussion is desired on an item, a Commissioner may request that item be removed from the Consent Agenda and placed on the Regular Agenda under New Business.)

- A. Unapproved Meeting Minutes- March 11, 2025 Regular Meeting

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### VISITORS/PRESENTATIONS (10 minute time limit)

- A. Derotha Ferraro, South Peninsula Hospital  
B. Lance Prouse, Captain's Coffee

### STAFF & COUNCIL REPORT/COMMITTEE REPORTS

- A. Community Development Associate Staff Report

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- B. Chamber Director Report

- C. Homer Marine Trades Association Report- March Meeting Minutes

**Page 8**

- D. Kenai Peninsula Economic Development District Report

- E. HERC Update

- F. Housing/Guiding Growth Update

**PUBLIC HEARING**

**PENDING BUSINESS**

**NEW BUSINESS**

**INFORMATIONAL MATERIALS**

[A.](#) City Manager's Report- City Council Regular Meeting March 24, 2025

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**COMMENTS OF THE AUDIENCE** (3 minute time limit)

**COMMENTS OF THE CITY STAFF**

**COMMENTS OF THE COMMISSION**

**ADJOURNMENT**

Next Regular Meeting is **Tuesday, May 13th, at 6 p.m.** All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

**CALL TO ORDER**

Session 24-09 a Regular Meeting of the Economic Development Advisory Commission was called to order by Chair Karin Marks at 6:03 p.m. on January 14, 2025 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar, and opened with the Pledge of Allegiance.

PRESENT: COMMISSIONERS AREVALO, BROWN, NOOMAH, DICKINSON, MARKS & ZUBEK

ABSENT: COMMISSIONER YOUNG

STAFF: COMMUNITY DEVELOPMENT DIRECTOR ENGBRETSSEN & DEPUTY CITY CLERK APPEL

**AGENDA APPROVAL**

Chair Marks requested a motion and second to approve the agenda as presented.

AREVALO/BROWN MOVED TO APPROVE THE AGENDA AS PRESENTED.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

**PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA**

Michael Jones, Homer resident, expressed concerns about the plan's focus on climate change and sustainability, suggesting that it might not be inclusive of all community members. He also questioned the city's responsibility in addressing social equity and resilience.

**RECONSIDERATION**

**CONSENT AGENDA**

- A. EDC Unapproved Minutes of January 14<sup>th</sup>, 2025 Regular Meeting

Chair Marks requested a motion and second to approve the meeting minutes.

AREVALO/ZUBEK MOVED TO APPROVE THE JANUARY 14TH MEETING MINUTES.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

**VISITORS/PRESENTATIONS**

**STAFF & COUNCIL REPORT/COMMITTEE REPORTS**

- A. EDC Staff Report

Community Development Director Engebretsen reported the decommissioning of the Coast Guard Cutter Naushon. She also discussed the City Council's decision to petition for additional liquor licenses.

**B. Chamber Director Report**

There was no report provided

**C. Homer Marine Trades Association Report**

Meeting minutes were provided. There was no discussion

**D. Kenai Peninsula Economic Development District Report**

Chair Marks stated that the quarterly meeting was later in the month and as a result, she would have a full report for the EDC Regular Meeting in April.

**E. HERC Update**

Community Development Director Engebretsen reported that the City receives technical support services from the state for the HERC building. She said the State of Alaska will have a consultant in Homer in May and will potentially hold an open house to provide more public information.

**F. Housing Update**

Commissioner Noomah and Chair Marks spoke on the MAP organization and Guiding Growth's final report on March 21<sup>st</sup>. They also mentioned Guiding Growth was planning on hosting an event on March 25<sup>th</sup> to go over the changes in City code.

**G. Planning Update**

Community Development Director Engebretsen spoke on the Comprehensive Plan and how the comment period was about to close. She also mentioned other Advisory Bodies had it in their agendas to discuss the Comprehensive Plan and submit comments to the consultants for review.

**PUBLIC HEARING**

**PENDING BUSINESS**

**A. Comprehensive Plan**

Community Development Director stated she had three main questions for the Commission: Is there anything missing in the comp plan, does the Commission agree with the outlined goals on page 56 of the document, and if there were any big picture ideas or concepts missing or should be more focused?

Commissioner Noomah discussed taxation and developing a more business friendly tax structure. There was discussion about land value taxes with Commissioner Noomah noting that Homer's tax base is primarily sales tax based, with a smaller property tax. He also pointed out that unimproved land is assessed at a lower rate than improved land, which could discourage business development. He suggested that a land value tax could incentivize more efficient use of land and encourage business development, as it would tax all land equally. He mentioned that the current tax environment is a negative for small business owners.

Commissioner Brown expressed concerns about the City's support for South Peninsula Hospital, citing a disconnect between the hospital's priorities and the City's actions. She questioned the City's commitment to the hospital's expansion plans, which had been voted down by the public. She also highlighted a disconnect between the community's desire for minimal government growth and the City's plans for new facilities and services. She suggested that the City needs more time and public input to ensure alignment with community needs.

Chair Marks brought up discussion on the need for a more focused plan for the City of Homer, emphasizing the importance of prioritizing needs over wants. The Commission agreed on the need for a clearer distinction between the City's role and the community's goals, with some community input potentially being placed in an appendix. The Commission also discussed the importance of not wasting staff and Council time on non-essential matters. The consensus was to make the document more user friendly and concise, with still retaining the community input.

## **NEW BUSINESS**

### **INFORMATIONAL MATERIALS**

- A. EDC Annual Calendar 2025
- B. SWOT Analysis
- C. City Manager's Report
  - January 27, 2025 City Council Meeting
  - February 10, 2025 City Council Meeting
  - February 24, 2025 City Council Meeting
  - March 10, 2025 City Council Meeting

Chair Marks noted the informational materials. Commissioner Arevalo volunteered to deliver the March report to City Council.

### **COMMENTS OF THE AUDIENCE**

Michael Jones, city resident, said he appreciated the dialogue and enjoyed watching the Commission work together to navigate the document.

### **COMMENTS OF THE CITY STAFF**

Deputy City Clerk Appel noted the EDC calendar and the deadlines for submitting items for the meeting agendas.

Community Development Director Engebretsen thanked the Commission for being so well prepared for the conversation.

### **COMMENTS OF THE MAYOR/COUNCIL MEMBER (If Present)**

### **COMMENTS OF THE COMMISSION**

Commissioner Dickinson thanked the audience for the comments they brought to the table, as well as Commissioner Noomah and Community Development Director Engebretsen for sharing knowledge and conversation topics.

Commissioner Brown thanked everyone for the discussion in processing the document.

Commissioner Arevalo noted the Homer Soil and Water Conservation District is on a freeze due to the executive order regarding federal funding.

Commissioner Zubek noted the packet availability online and stated she continues to have really great experiences at the Commission meetings.

Commissioner Noomah stated he was excited that the Commission takes things seriously but is comfortable with give and take.

### **ADJOURNMENT**

There being no further business to come before the Commission, Chair Marks adjourned the meeting at 8:22 p.m. The next regular meeting is Tuesday, April 8, 2025 at 6:00 p.m. All meetings are scheduled to be held in the City Hall Cowles Council Chambers and via Zoom Webinar.

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ASHLEY APPEL, DEPUTY CITY CLERK I

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



# City of Homer

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

## Community Development

491 E Pioneer Avenue

Homer, Alaska 99603

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

(p) 907-235-3106

(f) 907-235-3118

TO: Economic Development Advisory Commission  
FROM: Jackie McDonough, Economic Development Associate  
DATE: April 8, 2025  
SUBJECT: April Staff Report

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### **MAPP Community Meeting**

On March 21<sup>st</sup>, thirty plus representatives from different agencies met to share progress on two locally identified priorities: attainable housing and improved communication on housing, food security, and childcare services.

- Unveiling of the 907 Navigation App, created by the Alaska Impact Alliance
- Watch how to use it at <https://youtu.be/XNFUrfxNLXg>
- Welcome recommendations of websites of local resources to include

### **Naushon Decommissioning Ceremony**

Also March 21<sup>st</sup>, we honored one of three remaining Island Class cutters, the Naushon, and her crew.

- After nearly 40 years of service (nine in Homer), will be delivered to Colombia
- USCG replacing with three Sentinel-Class Fast Response Cutters, to be homeported in Kodiak

### **Mobile Food Permits**

Thus far in 2025 six have been issued. In the previous two years, we issued 14-15 permits annually.

- Created a brochure, working to streamline application and move away from paper
- Facilitating work with Harbor on permits happening on city property
- Fielding interest from entrepreneurs with other small business ideas

### **Rural and Tribal Assistance Pilot Project, USDOT**

I am assisting Special Projects coordinator Jenny Carroll with an application for \$735,000 for environmental permitting and outreach for harbor float replacement project.

## Homer Marine Trades Association Meeting

March 5, 2025

@ Harbormaster Conference Room

### Meeting Minutes

Call to order: The meeting was called to order by President, Eric Engebretsen at 6:00 p.m.

Directors Present: Eric Engebretsen, Jen Hakala, Alita Mahan, Mark Zeiset, Trey Hill, Matt Alward, Amy Woodruff, George Hall

Directors Absent: Bruce Friend, Aaron Fleenor

Approve Minutes of the previous BOD Meeting held February 12, 2025: Motion by Mark Zeiset to approve seconded by George Hall, Approved as presented.

Approval of Agenda: Motion by Matt Alward to approve the Agenda as presented, Mark Zeiset seconded, Agenda Approved

#### Guest Presentations:

Kate Mitchell, Past President

- Availability to help HMTA board, currently signed up for Marketing committee.

Carla and Ken, Kachemak Bay Wooden Boat Society

- Beginning meetings, interested in participating in Harborfest with wooden boat building youth activity

Written Port and Harbor update from Brian Hawkins

#### Treasurer's Report –Jen Hakala:

- Treasurer's Report read and attached to minutes
- A/R Aging Summary read and attached to minutes
- Upcoming expenses – Harborfest sponsorship \$8,000. \$1,000 scholarships

#### Communication Director's Report:

- Amy presented 4 panel color brochure drafted by Samantha for review in her absence.
  - Directors provided feedback on brochure categories

#### Committee Reports:

- Marketing – Mark Zeiset
  - Held joint committee meeting with Events.
  - Received clarification form HCOC that HMTA will collect funds and manage our own vendors for Harborfest.
- Workforce Development – Aaron Fleenor
  - No report
- Scholarship – Alita Mahan
  - Still no scholarship applicants to date, applications are due 4/15.
  - Amy provided scholarship flyer which will be distributed at HHS and around town.
  - Kate suggested checking into Homer Foundations all in one scholarship application to see if HMTA can be included.
- Events – Jen Hakala
  - Jen attended Harborfest planning meeting, Held combined committee meeting with Marketing
  - Need to add Kate Mitchell BOTY Award Presentation to Events

#### Old Business:

- High School Student Board Seat Appointment



- Potential candidate Gabe Bradshaw has been identified, he is considering availability to commit.
- Update Committee Members / assignments
  - Need to revamp / relist committees to included members, meeting schedule, and assigned tasks. The following are current committees, those in attendance at previous meeting signed up for desired committees. Need to keep as old business to poll absent members to be added to desired committees.
    - Marketing: George, Mark, Trey, Kate Mitchell (Chair – Mark)
    - Workforce Development: Aaron, Alita, Samantha (Chair – Aaron)
    - Scholarship :Alita, Jen, Samantha (Chair – Alita)
    - Events: Jen, Alita, Amy, Eric (Chair- Jen)
    - Finance: Jen, Matt Alward, Alita (Chair-Jen)

#### New Business:

- Homer Harborfest update
  - HMTA vendor booth space will be \$150 for a 10x10, treat as an investment, goal is to get as many participants as possible, could grow to a multi-day event in the future.
  - Membership opportunity for vendor booth space will be emailed. A target list of approx. 13 vendors will be called on by Bruce when he is back in AK.
  - Vendor booth set up will be all day Friday, tear down Sunday, Target vendor presence time is 10am-6pm
  - Action Items:
    - Eric to poll Anchorage Boat vendors on boat space price
    - Need final marketing poster
    - Samantha to prepare vendor app and marketing email to membership – should make membership aware of opportunity to participate and ask them to contact us
    - F/U with Harborfest committee on Security, removing vehicles in ROW
- Homer Job Fair
  - Amy reported that 14 employers are currently signed up to attend. If you know of anyone looking for summer hires or Seniors looking for work, please refer them.
  - There will be a 90 min presentation on major industries in Homer – Marine trades, SPH, Charters?
  - HMTA will have a table
- Update on City advertising funds
  - Erik met with City Manager to discuss handling of City Funds to HMTA, based on HMTA status as a proven established entity providing strong marketing for Homer, City is comfortable would like to be invoiced for \$8,000 along w/ a memo of understanding on how the funds will be used. City is ready for the invoice now, must submit by 7/1/2025.

Next Meeting: April 9, 2025 6pm @ Harbormasters conference room.

Adjourn: The meeting was adjourned at 7:37 p.m.

Respectfully submitted,

Alita Mahan  
HMTA Secretary



# City of Homer

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

## Office of the City Manager

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Homer, Alaska 99603

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(p) 907-235-8121 x2222  
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### Memorandum

TO: Mayor Lord and Homer City Council  
FROM: Melissa Jacobsen, City Manager  
DATE: March 19, 2025  
SUBJECT: City Manager's Report for March 24, 2025 Council Meeting

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#### City of Homer FY25 RAISE Grant Update

On March 11, 2025, the U.S. Department of Transportation (DOT) directed Federal Department of Transportation agencies to conduct a review of all competitive grant programs and awards, including a project-by-project review of competitive award selections made in FY 2022 – FY 2025 without grant agreements or partially obligated grant agreements. This impacts the City's FY25 RAISE grant award which has not been obligated.

Under the directive, agencies will identify programs with priorities counter to the Trump Administration's Executive Orders and likely deny awards to projects that are solely focused on any of the following elements: "equity activities, Diversity, Equity, and Inclusion (DEI) activities, climate change activities, environmental justice (EJ) activities, gender-specific activities, when the primary purpose is bicycle infrastructure (i.e., recreational trails and shared-use paths, etc.), electric vehicles (EV), and EV charging infrastructure." View [the DOT Guidance here](#).

Projects with elements of these activities in the scope will be flagged for potential removal, including:

- project activities such as equity analysis, green infrastructure, bicycle infrastructure, EV and/or EV charging infrastructure.

Based on their review, agencies must recommend to the Office of the Secretary which project selections should:

- continue in their current form with no change;
- be revised with a reduced or modified scope; or
- be canceled entirely.

The scope of the City's unobligated FY25 RAISE grant award primarily addresses planning and design for sidewalks to promote pedestrian safety on Homer's heavily-traveled streets currently lacking sidewalk facilities. However, it includes an equity analysis, mentions the potential for shared bicycle-pedestrian pathways and mentions the equity and climate benefits of not needing to be reliant on vehicles for safe travel.

Staff is consulting with HDR to more fully understand the Federal process; we are prepared to advocate for these important funds by emphasizing the benefits of the project, and stand ready to revise the project's scope should we get the opportunity.

## **HVFD Worksession**

City Council held a worksession on March 17<sup>th</sup> at the request of the City Manager to address some matters that had been raised by the public, look at positive steps in process and looking ahead. Priorities of the Fire Chief that he hoped to share but ran out of time during comments include:

- Complete the independent assessment of the services provided
- Develop a 5-10 year strategic plan
- Develop a volunteer recruitment and retention plan
- Complete New Member Task Book (already in process)
- Take steps to replace aged and obsolete fleet, including a financial plan for the future
- Work with the City Manager on sustainable budgeting
- Station Replacement Plan (current budget request)
- Update Fire Department Disaster Preparedness and Response Plans

Staff is working to compile some historical information, including a structural analysis that was completed in 2014/15 for the building, and independent studies done on volunteerism. I will also prepare a memo with some next steps for the April 14<sup>th</sup> City Manager's report.

## **City Manager Meetings and Events:**

- KBNERR Open House and Community Council Meeting
- Property Owner in Charles Way/Bunnell Ave Special Assessment District
- Presentation to Homer Rotary
- Homer Harbor Expansion event
- USCG Naushon Decommissioning Ceremony and meeting with Rear Admiral Dean
- Ongoing weekly meetings with Departments, Mayor and Councilmembers, and City Attorney

## **Attachments:**

- DOT Guidance Memo
- KPEDD Industry Outlook Forum Invitation

## **Attention: Heads of Secretarial Offices and Operating Administrations (OA)**

**Overview:** The Office of the Assistant Secretary for Transportation Policy (OST-P) is providing guidance on competitive award selections made after January 20, 2021, that do NOT have fully obligated grant agreements or cooperative agreements in place.

Projects with executed grant agreements in place that are fully obligated are not subject to the guidance below. For selections with partially obligated grant agreements, the same review should take place before awarding subsequent phases or adding additional funds to an existing grant agreement. Additional guidance will be provided regarding revisions to standard terms and conditions appearing in draft grant agreements or templates.

**Summary:** All competitive grant and cooperative agreement award selections must comply with current Administration priorities and Executive Orders (EO) that address energy, climate change, diversity and gender, and economic analysis, and other priorities. Applicable Executive Orders and Memoranda include:

- Executive Order 14148, [Initial Rescissions of Harmful Executive Orders and Actions](#);
- Executive Order 14154, [Unleashing American Energy](#)
- Executive Order 14151, [Ending Radical and Wasteful Government DEI Programs and Preferencing](#)
- Executive Order 14168, [Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government](#)
- Secretarial Order 2100.7, Ensuring Reliance Upon Sound Economic Analysis in Department of Transportation Policies, Programs, and Activities
- Secretarial Memorandum on Implementation of Executive Orders Addressing Energy, Climate Change, Diversity, and Gender

This guidance provides direction for identifying award selections without fully obligated grant agreements that do not comply with these priorities.

**ACTION:** For projects announced from FY 2022 through FY 2025, review all award selections without grant agreements and partially obligated grant agreements. The focus of this review is to identify project scope and activities that are allocating funding to advance climate, equity, and other priorities counter to the Administration's Executive Orders.

**Step 1: Program Identification.** Identify Programs for which award selections may have included any of the following elements: equity activities, Diversity, Equity, and Inclusion (DEI) activities, climate change activities, environmental justice (EJ) activities, gender-

specific activities, when the primary purpose is bicycle infrastructure (i.e., recreational trails and shared-use paths, etc.), electric vehicles (EV), and EV charging infrastructure. Additionally, project-by-project review of selections to identify any project scope elements for potential removal are required for any Programs that meet the criteria below:

- Statutory language includes equity requirements, climate considerations, or bicycle infrastructure.
- NOFO mandatory evaluation criteria includes equity and/or climate requirements.
- Eligible activities included bicycle infrastructure, EV and/or EV charging infrastructure.

Programs that do not meet the criteria above should be shared with the OA Administrator or equivalent OST leadership for concurrence/confirmation. Following OA Administrator or equivalent OST leadership concurrence, the OST Office of Policy (OST-P) and Office of the General Counsel (OGC) will provide final confirmation on whether a program is required to conduct a project-by-project review. If OST-P and OGC confirm that a project-by-project review is not required, offices may proceed with negotiating and finalizing grant agreements. If OST-P and OGC confirm that project-by-project review is required, offices should proceed to Step 2. Please submit review requests to the OST Policy Board at [OSTPolicyBoard@dot.gov](mailto:OSTPolicyBoard@dot.gov).

**Step 2: Project-by Project Review.** Programs that require further review shall have Program Teams examine each individual project to identify those award selections that have project scopes that include any of the project elements listed in Step 1 (i.e. equity activities, DEI activities climate change activities, etc.). Those Teams should document their project-by-project examination and flag any project scope elements or activities for potential removal, including:

- Project activities such as equity analysis, green infrastructure, bicycle infrastructure, EV and/or EV charging infrastructure.
- Project purpose or primary project benefits include equity and/or climate such as- projects that purposefully improve the condition for EJ communities or actively reduce GHG emissions.

*Note: If project scope elements are based in statute, program offices should consult with applicable legal counsel, and following legal concurrence, raise any proposed scope changes to OA leadership.*

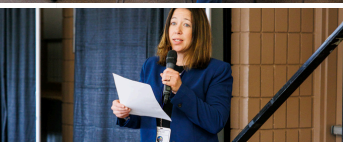
OA leadership shall review the findings from the Team review, and recommend to OST-P and OGC which project selections should:

- a. Continue in their current form with no change;
- b. Be revised with a reduced or modified scope; or
- c. Be canceled entirely.

**Step 3: Project Scope Revision.** Award selections identified in Step 2.b must update project scopes to eliminate flagged activities, and where possible replace identified elements with relevant elements that align with program statute, the scope of the application submission, and current Administration EOs.

Where the scope of the project includes elements noted above, Teams should negotiate with project sponsors to update project scopes to eliminate and, where possible, replace those identified elements with relevant elements that align with the program statute, the original scope of the application submission, and current Administration EOs.

- a. If the project sponsor agrees to proceed with scope changes, proceed to grant agreement formulation and execution. The project sponsor may propose alternative project elements to substitute for the redline elements that should be removed as long as they 1) align with the program statute, 2) are consistent with the purposes of the original scope of the application submission, and 3) align with current Administration EOs.
- b. If the project sponsor does not agree to remove project elements noted in Step 2 and replace with acceptable alternative scope, then the Team should proceed with a reduced award that removes the flagged scope and activities.



# YOU'RE INVITED!



Please join us on  
**Thursday, April 24th**  
for our Annual  
**Industry Overview Forum!**

If you are  to make it in person,  
please contact  to register to be sent  
a link to the live YouTube.



THE KENAI PENINSULA ECONOMIC  
DEVELOPMENT DISTRICT

# 2025 IOF

## INDUSTRY OVERVIEW FORUM

Location:  
Kenai Chamber of Commerce

# 24 APRIL

THURSDAY

9:00 AM CHECK IN & REGISTRATION

9:30 AM START

4:00 PM END



SCAN TO REGISTER FOR  
IN-PERSON OR VIRTUALLY  
BY APRIL 18th

### INDUSTRY TOPICS & HIGHLIGHTS:



**COOK INLET  
ENERGY  
RESOURCES AND  
DEVELOPMENT**



**WORKFORCE  
DEVELOPMENT  
STRATEGIES AND  
RESOURCES**



**KENAI PENINSULA  
ECONOMIC  
PROSPECTUS  
REPORT**



**KENAI  
PENINSULA  
BOROUGH  
UPDATE**



**LOCAL AND  
RE  
HEA  
SER  
ND  
UPDATES**



**KENAI PENINSULA  
COMPREHENSIVE  
ECONOMIC  
DEVELOPMENT  
STRATEGY KICKOFF**