



Agenda

Port & Harbor Advisory Commission Regular Meeting

Wednesday, June 25, 2025 at 5:30 PM

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

Homer City Hall

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

Zoom Webinar ID: 954 2610 1220 Password: 556404

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

CALL TO ORDER, 5:30 P.M.

AGENDA APPROVAL

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

RECONSIDERATION

APPROVAL OF MINUTES

- [A.](#) Unapproved May 28th, 2025 PHC Minutes

VISITORS / PRESENTATIONS

- [A.](#) Agnew::Beck - Title 21 Zoning Code Rewrite

City of Homer Zoning Map
21.28 MC Marine Commercial District
21.30 MI Marine Industrial District
21.32 OSR Open Space--Recreation District

- B. Julie Engebretsen - Land Allocation Plan (*Refer to **PENDING BUSINESS**, Item B.*)

STAFF & COUNCIL REPORT / COMMITTEE REPORTS

- [A.](#) Port & Harbor FY25 YTD
- [B.](#) Port & Harbor Staff Report - June 2025
- C. Homer Marine Trades Association (HMTA) Report

PUBLIC HEARING

PENDING BUSINESS

- [A.](#) Title 18.08 Edits

Memorandum PHC-25-012 from Port Administrative Supervisor Woodruff as backup.

B. Land Allocation Plan

Memorandum PHC-25-013 from Community Development Director as backup.

Memorandum PHC-25-011 from Community Development Director as backup.

NEW BUSINESS

A. Edits to City of Homer Base Lease Template

Memorandum PHC-25-014 from Port Administrative Supervisor as backup.

B. Adding Sublease Fee to City of Homer Fee Schedule

Memorandum PHC-25-015 from Port Administrative Supervisor as backup.

INFORMATIONAL MATERIALS

A. June 2025 Port Operations Report

B. June City Manager's Reports to Council

CM's Report for June 9, 2025

CM's Report for June 23, 2025

COMMENTS OF THE AUDIENCE (3 minute time limit)

COMMENTS OF THE CITY STAFF

COMMENTS OF THE COMMISSION

ADJOURNMENT

Next Regular Meeting is **Wednesday, August 27, 2025 at 5:30 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.

1. CALL TO ORDER, 5:30 P.M.

Session 25-05, a Regular Meeting of the Port and Harbor Advisory Commission was called to order by Chair Casey Siekaniec at 5:30 p.m. on May 28, 2025 in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

PRESENT: COMMISSIONERS ATWOOD, BRADSHAW, FRIEND, PITZMAN, ROTH, & SIEKANIEC

ABSENT: COMMISSIONER VELSKO (EXCUSED)

CONSULTING: PORT DIRECTOR HAWKINS

STAFF: PORT ADMINISTRATIVE SUPERVISOR WOODRUFF & DEPUTY CITY CLERK PETTIT

2. AGENDA APPROVAL

Chair Siekaniec requested a motion and second to approved the agenda.

FRIEND/ATWOOD MOVED TO APPROVE THE AGENDA AS WRITTEN.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

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

4. RECONSIDERATION

5. APPROVAL OF MINUTES

5.A. Unapproved April 23, 2025 PHC Minutes

ROTH/FRIEND MOVED TO APPROVE THE APRIL 23, 2025 REGULAR MEETING MINUTES.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

6. VISITORS/PRESENTATIONS

7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS

7.A. Port & Harbor FY25 YTD

Port Administrative Supervisor Woodruff noted that the enterprise is behind on parking and other items heavily reliant on the summer season. She added that she expects monthly moorage to pick up in the next month or so. Other discussion topics included bad debt expenses, subsistence, transportation, and the Homer Harbor Terminal Tariff.

7.B. Port & Harbor Staff Report – May 2025

Port Administrative Supervisor Woodruff provided the Port & Harbor Staff Report, covering the following items:

- Homer Harbor Expansion update
- Denali Commission Grant for the float replacement for system 4
- Notice of Funding Opportunity for FY25 Port Infrastructure Development Program
- Financial plan update
- Leasing updates
- Commissioner reports from City Council meetings
- Special projects update

7.C. Homer Marine Trades Association (HMTA) Report

Commissioner Friend reported that the Association has been focused on gearing up for Homer Harbor Fest. He noted the Association's involvement with the Homer High School graduation, as well as a scholarship that was awarded to a local youth who will be attending AVTEC.

8. PUBLIC HEARING(S)

9. PENDING BUSINESS

- 10.A. FY26/27 Operating & Capital Budgets
Memorandum PHC-25-008 from Port Administrative Supervisor as backup

Chair Siekaniec introduced the item by reading of the title and deferred to Port Administrative Supervisor Woodruff, who provided a summary explanation of her memorandum included in the packet.

ROTH/FRIEND MOVED TO SUPPORT THE BUDGET AS WRITTEN.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

10. NEW BUSINESS

- 10.A. Title 18.08 Edits
Memorandum PHC-25-009 from Port Administrative Supervisor as backup

Chair Siekaniec introduced the item by reading of the title and deferred to Port Administrative Supervisor Woodruff, who provided a summary explanation of her memorandum included in the packet. The Commission reviewed Title 18.08 in its entirety, considering suggested edits from both City Staff and the Commission. Ms. Woodruff recorded all of the suggested edits, adding that she would bring them back to the next Regular Meeting in June before the Commission forwards those recommendations to City Council.

- 10.B. Request from Homer Foundation to Relocate Giving Salmon Statue
Memorandum PHC-25-010 from Port Administrative Supervisor as backup

Chair Siekaniec introduced the item by reading of the title and deferred to Port Administrative Supervisor Woodruff, who provided a summary explanation of her memorandum included in the packet.

PITZMAN/ATWOOD MOVED TO RECOMMEND THE CITY MANAGER AND CITY STAFF WORK WITH THE HOMER FOUNDATION TO CREATE A PLAN TO RELOCATE THE GIVING SALMON STATUE TO THE AREA IN FRONT OF THE BOATHOUSE PAVILION.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- 10.C. Land Allocation Plan
Memorandum from Community Development Director as backup

Chair Siekaniec introduced the item by reading of the title. There were no objections from the Commission regarding the Land Allocation Plan. Port Administrative Supervisor Woodruff noted that Community Development Director Engebretsen will attend the Commission's meeting in June to provide the full draft Land Allocation Plan.

11. INFORMATIONAL MATERIALS

- 11.A. May 2025 Port Operations Report
- 11.B. May City Manager's Reports to Council
CM's Report for May 12, 2025
FY25 Q3 Report
CM's Report for May 27, 2025

Chair Siekaniec noted the informational materials in the packet. There was no discussion.

12. COMMENTS OF THE AUDIENCE (3 minute time limit)

13. COMMENTS OF THE CITY STAFF

Deputy City Clerk Pettit noted that it was a good meeting.

Port Director Hawkins thanked the Commission for their comments and hard work.

Port Administrative Supervisor Woodruff thanked the Commission for acknowledging her hard work, adding that she even appreciates it when people disagree with her.

14. COMMENTS OF THE MAYOR

15. COMMENTS OF THE COMMISSION

Commissioner Bradshaw thanked City Staff and the Commission for their hard work.

Commissioner Atwood thanked everyone for their hard work.

Commissioner Pitzman echoed Mr. Atwood's comments regarding preparation and a good meeting.

Commissioner Friend noted that it was a good meeting, and thanked Chair Siekaniec for an efficient meeting. He added that property leasing is a big subject.

Commissioner Roth stated that it was a good meeting with a lot of information, and joked that the Commission should hold two meetings a month.

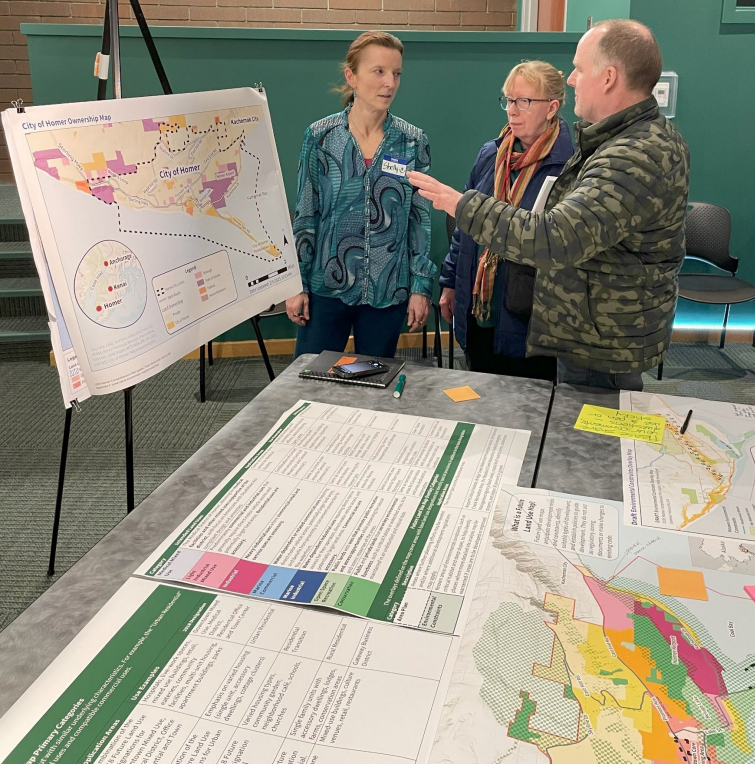
Commissioner Siekaniec thanked everyone, including former Commissioner Shavelson who started the initial property lease push. He suggested it might be good to get the City Clerk in sometime soon to train the newly appointed Commissioners regarding the Open Meetings Act and Robert's Rules of Order.

16. ADJOURNMENT

There being no further business to come before the Commission, Chair Siekaniec adjourned the meeting at 7:49 p.m. The next Regular Meeting is Wednesday, June 25, 2025 at 5:30 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.

Zach Pettit, Deputy City Clerk II

Approved: _____



Phase 2: Title 21 Update

Port and Harbor Advisory Commission

June 25, 2025

What We'll Cover

- Introduction and Project Purpose
- What We've Heard
- Guiding Questions
- Next Steps & Closing Comments



Introductions and Project Purpose

Introductions



Shelly Wade, AICP
Molly Mylius

Dena'inaq ełnen'aq' gheshtnu ch'q'u yeshdu.
We live and work on the land of the Dena'ina.
Translation by J. Isaak and S. Shaginoff-Stuart



Erin Perdu, AICP
Kristin Baldonado, AICP
Kribashini Moorthy, AICP

Project Schedule

January - March 2025

- Launch Phase 2
- Compile background and gather initial feedback from City staff and Planning Commission
- Review existing code and identify updates

April - June 2025

- Meet with key stakeholders, partners, and Planning Commission to gather input
- Develop proposed code type and structure

We are
here

July - September 2025

- Gather input from public on potential changes
- Internal drafting of updated Title 21

October - December 2025

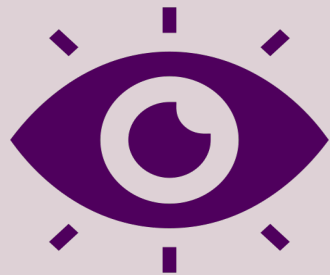
- Share code for public review
- Consider and incorporate revisions based on feedback
- *Code adoption process starts early 2026*

Ongoing: Monthly updates and/or work sessions with the Planning Commission and City Council

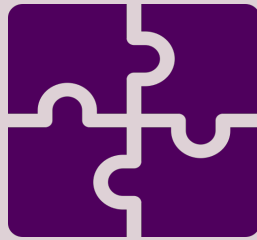
Code Revision Goals



Streamline development processes and increase predictability



Increase code clarity and flexibility



Better align the code with community plans



Consider natural hazards and preserve natural features



Simplify, reorganize, and add visuals to make the code more user friendly

What We're Hearing So Far

What We're Hearing – A Recent Snapshot

Themes	City Council Interviews (5)	Stakeholder Dialogues (3)
Modern Zoning & Land Use Reform	X	X
Diverse & Affordable Housing	X	X
Town Center & Corridor Revitalization	X	
Environmental Considerations	X	
Walkability & Transportation	X	
Implementation Tools		
Community Engagement & Input		
Reduce Development Barriers		X
Improving Coordination and Communication		X

Guiding Questions for the Port and Harbor Advisory Commission

Guiding Questions – Through your Port & Harbor Lens

#1 General

- **Broadly** – What issues are you aware of where the zoning code has been a challenge to current operations or plans for the Spit?

#2 Changes for the Spit

- **Looking Ahead** – What anticipated and/or planned changes or projects on the Spit may be impacted by the current zoning code? How could the zoning code better accommodate plans for the Spit?

Next Steps & Closing Comments

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Thank you! Questions, Comments?

Ryan Foster

City of Homer City Planner

Phone: (907) 299-8529

Email: rfoster@ci.homer.ak.us

Check out the project website
for more information:

HomerT21CodeUpdate.com

Shelly Wade

Agnew::Beck Consultant Project Manager

Cell: (907) 242-5326 (call or text)

Email: shelly@agnewbeck.com

City of Homer Title 21 Update

Project Overview

Updated June 2025

Project Purpose

The City of Homer is revising its zoning policies, found in [Title 21 of the City Code](#).

Zoning code governs how land in a municipality is used and establishes rules on how properties function. Zoning is a tool to achieve the intent and future land use goals set by the comprehensive plan. A well-written code provides the Planning Commission and staff with tools to effectively regulate development, protect and enhance the community, and clearly communicate development processes and requirements to applicants, such as residents, builders, developers, and businesses.



Project Goals



Streamline development processes and increase predictability



Increase code clarity and flexibility



Better align the code with community plans



Consider natural hazards and preserve natural features



Simplify, reorganize, and add visuals to make the code more user friendly

Project Timeline

This project is Phase 2 of a two-phased community development effort. Phase 1 is the update to the City's Comprehensive Plan, currently being finalized. To learn more about the Homer Comprehensive Plan Update, visit homercompplanupdate.com.

January - March 2025	April - May 2025	July - September 2025	October - December 2025
<ul style="list-style-type: none">• Launch Phase 2• Compile background and gather initial feedback from City staff and Planning Commission• Review existing code and identify updates	<ul style="list-style-type: none">• Meet with key stakeholders, partners, and Planning Commission to gather input• Develop proposed code type and structure	<ul style="list-style-type: none">• Gather input from public on potential changes• Internal drafting of updated Title 21	<ul style="list-style-type: none">• Share code for public review• Consider and incorporate revisions based on feedback• <i>Code adoption process starts early 2026</i>

Ongoing: Monthly updates and/or work sessions with the Planning Commission and City Council

How to Get Involved



Join meetings. We are sharing information and discussing the Title 21 process and related updates at upcoming City of Homer Planning Commission meetings. Visit the [project website](#) for details on dates, topics, and how to join.



Send comments. Submit a virtual comment card [here](#) to share your ideas.



Weigh in. This fall, the public will be invited to share your feedback on potential changes to Title 21.



Sign up. Visit the project website to sign up for project e-newsletters (approximately 4-5 emails between now and December 2025).



Contact the team. City Planner, Ryan Foster, rfoster@ci.homer.ak.us; Project Manager, Shelly Wade, shelly@agnewbeck.com.

Learn more about the project, including important dates, materials, and how to connect with the project team at

www.HomerT21CodeUpdate.com



City of Homer Zoning Map

Miles

00.250.51

March, 2024

Abbreviations

MC = Marine Commercial

MI = Marine Industrial

OSR = Open Space Recreation

CONS = Conservation

Legend

Zone

Gateway Business District

Central Business District

Town Center

General Commercial 1

General Commercial 2

East End Mixed Use

Marine Commercial

Marine Industrial

Open Space Rec

Conservation

Bridge Creek Watershed

Rural Residential

Urban Residential

Residential Office

Medical

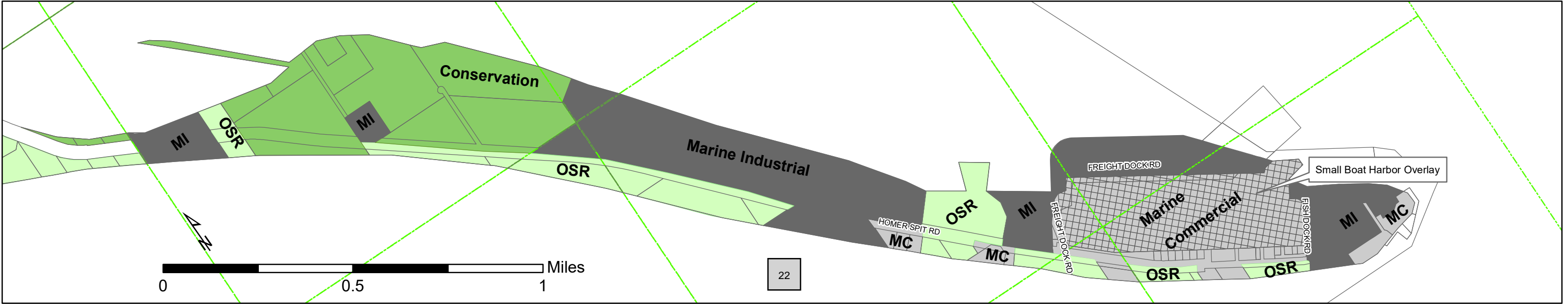
Scenic Gateway Corridor Overlay

Small Boat Harbor Overlay

City Limits

Section Lines

Ordinance No.	Date
83-07	2/15/83
83-30	12/13/82
84-28	10/23/84
85-10	5/28/85
86-18	6/24/86
86-23	8/26/86
86-24	8/26/86
86-25	8/26/86
92-47	9/29/92
92-50	12/15/92
98-14	7/27/98
1-27(S)	5/13/02
02-11	5/13/02
02-42(S)(A)	7/28/03
03-08	2/25/03
03-10	2/25/03
03-11(S)(A)	2/25/03
03-03(S)	3/11/03
03-04(S)	3/11/03
03-05(S)	3/11/03
03-09	3/11/03
03-20	5/13/03
03-37	7/29/03
05-07	3/15/05
05-33	6/28/05
06-20(A)	9/15/06
06-22	4/25/06
06-58	9/15/06
06-51(S)(A)	9/26/06
07-52(A-2)	2/25/08
08-06	2/12/08
08-08(A)	3/25/08
08-20	6/24/08
08-12(S)(A-2)	10/14/08
09-44(S)	10/13/09
09-19	10/26/09
12-10	2/28/12
12-11(A)	3/28/12
13-12(S)	5/14/13
16-34	6/28/16
20-02	1/28/20
20-49	8/25/20
20-59(A)	9/29/20
22-68(A)	10/25/22



Chapter 21.28 MC MARINE COMMERCIAL DISTRICT

Sections:

[21.28.010 Purpose.](#)

[21.28.020 Permitted uses and structures.](#)

[21.28.030 Conditional uses and structures.](#)

[21.28.040 Dimensional requirements.](#)

[21.28.050 Site and access plan.](#)

[21.28.060 Traffic requirements.](#)

[21.28.070 Site development requirements.](#)

[21.28.080 Nuisance standards.](#)

[21.28.090 Lighting standards.](#)

21.28.010 Purpose.

The purpose of the Marine Commercial District is primarily for water-related and water-dependent uses and the business and commercial uses that serve and support them, including but not limited to fishing, marine transportation, off-shore energy development, recreation and tourism. It is recognized that unique natural features of Homer's marine environment contribute significantly to the economic and social environments; therefore, performance standards are required to minimize the impact of development on the natural features on which they depend. [Ord. 08-29, 2008].

21.28.020 Permitted uses and structures.

The following uses are permitted outright in the Marine Commercial District, except when such use requires a conditional use permit by reason of size, traffic volumes, or other reasons set forth in this chapter:

- a. Offices for tourism-related charter and tour businesses, such as fishing, flightseeing, day excursions and boat charters and tours;
- b. Marine equipment sales, rentals, service, repair and storage;
- c. Retail stores limited to the sale of seafood products, sporting goods, curios, and arts and crafts;
- d. Business offices for water-dependent and water-related activities such as fish brokers, off-shore oil and gas

service companies, and stevedores;

e. Customary accessory uses that are clearly subordinate to the main use of the lot or building such as piers or wharves; provided, that separate permits shall not be issued for the construction of an accessory structure prior to that of the main structure;

f. Mobile food services;

g. Itinerant merchants, provided all activities shall be limited to uses permitted outright under this zoning district;

h. Recreational vehicle parks, provided they shall conform to the standards in Chapter 21.54 HCC;

i. Restaurants;

j. Cold storage facilities;

k. Campgrounds;

l. Manufacturing, processing, cooking, and packing of seafood products;

m. Parks;

n. Boat launching or moorage facilities, marinas;

o. Caretaker, business owner or employee housing as an accessory use to a primary use, and limited to no more than 50 percent of the floor area of a building and for use by an occupant for more than 30 consecutive days;

p. Lodging as an accessory use, limited to no more than 50 percent of the floor area of a building;

q. As an accessory use, one small wind energy system per lot. [Ord. 13-11(A) § 2, 2013; Ord. 09-34(A) § 18, 2009; Ord. 08-29, 2008].

21.28.030 Conditional uses and structures.

The following uses may be permitted in the Marine Commercial District when authorized by conditional use permit issued in accordance with Chapter 21.71 HCC:

a. Drinking establishments;

b. Public utility facilities and structures;

c. Hotels and motels;

- d. Lodging;
- e. More than one building containing a permitted principal use on a lot;
- f. Planned unit developments, limited to water-dependent and water-related uses, with no dwelling units except as permitted by HCC [21.28.020](#)(o);
- g. Indoor recreational facilities;
- h. Outdoor recreational facilities;
- i. The location of a building within a setback area required by HCC [21.28.040](#)(b). In addition to meeting the criteria for a conditional use permit under HCC 21.71.030, the building must meet the following standards:
 - 1. Not have a greater negative effect on the value of the adjoining property than a building located outside the setback area; and
 - 2. Have a design that is compatible with that of the structures on the adjoining property. [Ord. 14-49(A) § 8, 2014; Ord. 13-11(A) § 3, 2013; Ord. 08-29, 2008].

21.28.040 Dimensional requirements.

The following dimensional requirements shall apply to all structures and uses in the Marine Commercial District:

- a. The minimum lot size is 20,000 square feet, except for lots lawfully platted before December 12, 2006. The minimum lot width is 150 feet, except for lots lawfully platted before December 12, 2006.
- b. Setbacks. No building may be located in a required setback area without an approved conditional use permit.
 - 1. Buildings shall be set back 20 feet from all dedicated rights-of-way. Alleys are not subject to a 20-foot setback requirement. The setback requirements from any lot line abutting an alley will be determined by the dimensional requirements of subsection (b)(2) of this section.
 - 2. Buildings shall be set back five feet from all other lot boundary lines.
- c. The maximum building height is 35 feet.
- d. No lot shall contain more than 8,000 square feet of building area (all buildings combined), nor shall any lot contain building area in excess of 70 percent of the lot area without an approved conditional use permit.
- e. Building Area and Dimensions – Retail and Wholesale.
 - 1. The total floor area of retail and wholesale business uses within a single building shall not exceed 25,000

square feet.

2. In no event may a conditional use permit, planned unit development, or variance be granted that would allow a building to exceed the limits of subsection (e)(1) of this section and no nonconforming use or structure may be expanded in any manner that would increase its nonconformance with the limits of subsection (e)(1) of this section. [Ord. 13-11(A) § 4, 2013; Ord. 08-29, 2008].

21.28.050 Site and access plan.

- a. A zoning permit for any use or structure within the Marine Commercial District shall not be issued by the City without a level one site plan approved by the City under Chapter 21.73 HCC.
- b. A zoning permit for any use or structure shall not be issued without a level one right-of-way access plan approved by the City under Chapter 21.73 HCC. [Ord. 08-29, 2008].

21.28.060 Traffic requirements.

A conditional use permit is required for every use that:

- a. Is estimated to generate more than 100 vehicle trips during any hour of the day calculated utilizing the Trip Generation Handbook, Institute of Transportation Engineers, 9th Edition;
- b. Is estimated to generate more than 500 vehicle trips per day calculated utilizing the Trip Generation Handbook, Institute of Transportation Engineers, 9th Edition;
- c. Is estimated to generate an increase in the traffic to more than 100 vehicle trips during any hour of the day due to a change in land use or intensity of use; or
- d. Is expected to generate traffic that will detract from the safety of, or degrade by one level of service, the highway, road, street, alley or intersection. [Ord. 13-27 § 10, 2013; Ord. 08-29, 2008].

21.28.070 Site development requirements.

All development on lands in this district shall conform to the level three site development standards set forth in HCC 21.50.040 and the following requirements:

- a. Development shall not impair public use of adjacent publicly owned tidelands.
- b. Buildings and roadways shall be located to minimize alteration to the natural terrain.
- c. Grading and filling shall not alter the storm berm except as necessary to correct unsafe conditions.
- d. Point source discharges to a waterway shall conform to the applicable regulations of the Alaska Department of Environmental Conservation. [Ord. 13-11(A) § 5, 2013; Ord. 08-29, 2008].

21.28.080 Nuisance standards.

All development and structures shall conform to the nuisance standards contained in HCC 21.59.010. [Ord. 08-29, 2008].

21.28.090 Lighting standards.

All uses and development shall conform to the lighting standards contained in HCC 21.59.030. [Ord. 08-29, 2008].

Chapter 21.30 MI MARINE INDUSTRIAL DISTRICT

Sections:

[21.30.010 Purpose.](#)

[21.30.020 Permitted uses and structures.](#)

[21.30.030 Conditional uses and structures.](#)

[21.30.040 Dimensional requirements.](#)

[21.30.050 Site and access plan.](#)

[21.30.060 Traffic requirements.](#)

[21.30.070 Site development requirements.](#)

[21.30.080 Nuisance standards.](#)

[21.30.090 Lighting standards.](#)

21.30.010 Purpose.

The purpose of the Marine Industrial District is primarily to provide adequate space for those water-dependent industrial uses that require direct marine access for their operation, such as fishing, fish processing, marine transportation, off-shore oil development and tourism, giving priority to those water-dependent uses over other industrial, commercial and recreational uses. [Ord. 08-29, 2008].

21.30.020 Permitted uses and structures.

The following uses are permitted outright in the Marine Industrial District, except when such use requires a conditional use permit by reason of size, traffic volumes, or other reasons set forth in this chapter:

- a. Port and harbor facilities;
- b. Manufacturing, processing and packing of sea products;
- c. Cold storage;
- d. Dry docks;
- e. Wharves and docks, marine loading facilities, ferry terminals, marine railways;
- f. Marine equipment sales, rentals, service, repair and storage;

- g. Boat launching or moorage facilities, marinas, boat charter services;
- h. Warehouse and marshaling yards for storing goods awaiting transfer to marine vessels or off-loaded from a marine vessel and awaiting immediate pickup by land-based transportation;
- i. Mobile food services;
- j. Itinerant merchants, provided all activities shall be limited to uses permitted outright under this zoning district;
- k. Recreational vehicle parks, provided they shall conform to the standards in Chapter 21.54 HCC;
- l. Caretaker, business owner or employee housing as an accessory use to a primary use, and limited to no more than 50 percent of the floor area of a building and for use by an occupant for more than 30 consecutive days;
- m. More than one building containing a permitted principal use on a lot;
- n. Restaurant as an accessory use;
- o. Parks;
- p. As an accessory use, one small wind energy system per lot;
- q. Boat sales, rentals, service, repair and storage, and boat manufacturing. [Ord. 19-50 § 1, 2019; Ord. 13-11(A) § 6, 2013; Ord. 09-34(A) § 19, 2009; Ord. 08-29, 2008].

21.30.030 Conditional uses and structures.

The following uses may be permitted in the Marine Industrial District when authorized by conditional use permit issued in accordance with Chapter 21.71 HCC:

- a. Planned unit development, limited to water-dependent or water-related uses and excluding all dwellings;
- b. Extractive enterprises related to other uses permitted in the district;
- c. Campgrounds;
- d. Bulk petroleum storage;
- e. Helipads;
- f. Heliports;
- g. Indoor recreational facilities;

- h. Outdoor recreational facilities;
- i. Public utility facilities and structures;
- j. The location of a building within a setback area required by HCC [21.30.040\(b\)](#). In addition to meeting the criteria for a conditional use permit under HCC 21.71.030, the building must meet the following standards:
 - 1. Not have a greater negative effect on the value of the adjoining property than a building located outside the setback area; and
 - 2. Have a design that is compatible with that of the structures on the adjoining property. [Ord. 19-50 § 2, 2019; Ord. 14-49(A) § 9, 2014; Ord. 13-11(A) § 7, 2013; Ord. 08-29, 2008].

21.30.040 Dimensional requirements.

The following dimensional requirements shall apply to all structures and uses in the Marine Industrial District:

- a. Lot Size. The minimum lot size is 6,000 square feet.
- b. Setbacks. No building may be located in a required setback area without an approved conditional use permit.
 - 1. Buildings shall be set back 20 feet from all dedicated rights-of-way. Alleys are not subject to a 20-foot setback requirement. The setback requirements from any lot line abutting an alley will be determined by the dimensional requirements of subsection (b)(2) of this section.
 - 2. Buildings shall be set back five feet from all other lot boundary lines.
- c. The maximum building height is 35 feet.
- d. No lot shall contain more than 8,000 square feet of building area (all buildings combined), nor shall any lot contain building area in excess of 70 percent of the lot area without an approved conditional use permit.
- e. Building Area and Dimensions – Retail and Wholesale.
 - 1. The total floor area of retail and wholesale business uses within a single building shall not exceed 25,000 square feet.
 - 2. In no event may a conditional use permit or variance be granted that would allow a building to exceed the limits of subsection (d)(1) of this section and no nonconforming use or structure may be expanded in any manner that would increase its nonconformance with the limits of subsection (d)(1) of this section. [Ord. 13-11(A) § 8, 2013; Ord. 08-29, 2008; Ord. 08-27(S) § 1, 2008].

21.30.050 Site and access plan.

- a. A zoning permit for a building or structure within the Marine Industrial District shall not be issued by the City without a level two site plan approved under Chapter 21.73 HCC.
- b. No zoning permit may be granted without a level two right-of-way access plan approved under Chapter 21.73 HCC. [Ord. 08-29, 2008].

21.30.060 Traffic requirements.

A conditional use permit is required for every use that:

- a. Is estimated to generate more than 100 vehicle trips during any hour of the day calculated utilizing the Trip Generation Handbook, Institute of Transportation Engineers, 9th Edition;
- b. Is estimated to generate more than 500 vehicle trips per day calculated utilizing the Trip Generation Handbook, Institute of Transportation Engineers, 9th Edition;
- c. Is estimated to generate an increase in the traffic to more than 100 vehicle trips during any hour of the day due to a change in land use or intensity of use; or
- d. Is expected to generate traffic that will detract from the safety of, or degrade by one level of service, the highway, road, street, alley or intersection. [Ord. 13-27 § 11, 2013; Ord. 08-29, 2008].

21.30.070 Site development requirements.

All site development shall conform to the level three site development standards contained in HCC 21.50.040 and the following requirements:

- a. Development shall not impair public use of adjacent publicly owned tidelands.
- b. Buildings and roadways shall be located to minimize alteration to the natural terrain.
- c. Grading and filling shall not alter the storm berm except as necessary to correct unsafe conditions.
- d. Point source discharges to a waterway shall conform to the applicable regulations of the Alaska Department of Environmental Conservation. [Ord. 13-11(A) § 9, 2013; Ord. 08-29, 2008].

21.30.080 Nuisance standards.

The nuisance standards of HCC 21.59.010 apply to all development, uses, and structures in this zoning district. [Ord. 08-29, 2008].

21.30.090 Lighting standards.

The level one lighting standards of HCC 21.59.030 apply to all development, uses, and structures in this zoning

district. [Ord. 08-29, 2008].

**Chapter 21.32
OSR OPEN SPACE – RECREATION DISTRICT**

Sections:

[21.32.010 Purpose.](#)

[21.32.020 Permitted uses and structures.](#)

[21.32.030 Conditional uses and structures.](#)

[21.32.040 Site development standards.](#)

[21.32.050 Site and access plan.](#)

21.32.010 Purpose.

The purposes of the Open Space – Recreation District are primarily to promote public recreational opportunities while protecting and preserving the natural and scenic resources of the area and public access to tidelands. Generally, pedestrian uses are given priority over motorized uses. [Ord. 08-29, 2008].

21.32.020 Permitted uses and structures.

The following uses are permitted outright in the Open Space – Recreation District:

- a. Marine recreation activities such as fishing and boating;
- b. Open space, such as park, playground and related recreation activities;
- c. Marine-life raising or production for recreational purposes, but not for commercial fishing purposes;
- d. Marine-life and wildlife sanctuary or preserve;
- e. Recreational vehicle parks, provided they shall conform to the standards in Article II of Chapter 21.54 HCC. [Ord. 08-29, 2008].

21.32.030 Conditional uses and structures.

The following uses may be conditionally permitted in the Open Space – Recreation District when authorized by conditional use permit issued in accordance with Chapter 21.71 HCC:

- a. Public utility facilities and structures;
- b. Any structures used for uses permitted outright in the district;
- c. Fishing gear and boat storage;

- d. Campgrounds;
- e. Pipelines and railroads;
- f. Parking areas;
- g. Other open space and recreation uses;
- h. Indoor recreational facilities;
- i. Outdoor recreational facilities. [Ord. 14-49(A) § 10, 2014; Ord. 08-29, 2008].

21.32.040 Site development standards.

Site development in this district must comply with the level one site development standards set forth in HCC 21.50.020. The uses and structures allowed in this district are also subject to the following standards:

- a. The development shall not adversely affect the natural resources such as the littoral drift pattern and the estuarine environment;
- b. The development shall preserve all pedestrian easements and rights-of-way to the tidelands. Any application for a new development shall include a site plan showing these and any other proposed easements and their dimensions. The Planning Commission may require additional easements depending on the design, scale and location of existing public access points;
- c. All structures shall be designed in terms of their height, bulk, scale and orientation to minimize the interruption of scenic views;
- d. The development shall be compatible with adjacent and nearby properties;
- e. The development can be served by existing public services or facilities;
- f. The development shall not be contrary to the City's Comprehensive Plan or the State Coastal Management Program;
- g. The development shall not be inconsistent with the purposes of the district. [Ord. 08-29, 2008].

21.32.050 Site and access plan.

All uses and structures require a level one site plan approved in advance by the City under Chapter 21.73 HCC. [Ord. 08-29, 2008].

FUND 400 - PORT & HARBOR ENTERPRISE FUND				6/17/2025		
REVENUE DETAIL BY LINE ITEM, SORTED BY TYPE				96.2% of FY elapsed		
A/C Num.	Revenue Categories & Descriptions	FY23	FY24	FY25 YTD ACTUAL		FY25
		7/1/22 - 6/30/23	7/1/23 - 6/30/24			7/1/24 - 6/30/25
		ACTUAL	ACTUAL	\$	%	BUDGET
0600	HARBOR ADMINISTRATION					
4515	Ferry Lease	18,000	18,000	18,000	100.0%	18,000
4650	Rents & Leases	597,344	625,649	565,368	113.1%	500,000
	Operating Revenue - Admin	615,344	643,649	583,368	112.6%	518,000
4527	PERS Revenue	32,821	40,694	-		-
4634	Port Storage Fee	207,662	172,016	216,442	225.1%	96,164
4635	Port Impound Fee	816	2,017	1,020		-
4705	Business Licenses	20	30	45		-
4801	Interest On Investments	73,468	140,244	(8,168)		-
4901	Surplus Property	2,187	-	1,220		-
4902	Other Revenue	11,189	(0)	20,800		-
	Non-Operating Revenue - Admin	328,162	355,001	231,359	240.6%	96,164
0601	HARBOR					
4245	Waste Oil Disp	1,079	-	200		-
4249	Oil Spill Recovery	-	-	-		-
4318	Parking Revenue	158,725	178,961	210,134	93.4%	225,000
4319	Electrical Supplies	1,449	1,014	1,193	50.1%	2,380
4402	Non Moving Fine	100	12,219	8,411		8,000
4624	Berth Transient Monthly	716,742	748,679	645,339	89.6%	720,640
4625	Berth Reserved	1,628,043	1,779,007	1,935,734	105.9%	1,828,236
4626	Berth Transient Annual	325,749	361,422	338,486	101.7%	332,805
4627	Berth Transient Semi Annual	132,878	152,941	143,113	91.5%	156,364
4628	Berth Transient Daily	159,413	170,279	149,991	97.0%	154,599
4629	Metered Energy	140,575	146,080	110,555	123.6%	89,472
4644	Pumping	-	-	163	0.0%	-
4645	Wooden Grid	4,089	4,912	8,205	169.8%	4,833
4646	Commerical Ramp	49,562	65,949	56,089	102.0%	55,000
4647	Berth Wait List	15,082	13,425	13,606	107.8%	12,623
4648	Steel Grid Fees	6,969	2,605	-	0.0%	8,000
4654	Spit Camping	35,018	208,244	174,379	158.5%	110,000
4663	Trans Energy 110v	34,863	45,349	28,367	66.4%	42,746
4664	Trans Energy 220v	20,569	29,451	19,020	66.2%	28,744
4665	Trans Energy 208v	204,723	193,837	139,023	87.3%	159,228
4666	Commerical Ramp Wharfage	41,055	67,069	49,017	122.5%	40,000
	Operating Revenue - Harbor	3,676,683	4,181,443	4,031,023	101.3%	3,978,670
4802	Penalty/Int	7,797	14,884	16,043	246.8%	6,500
4902	Other Revenue	66,923	67,272	71,593	119.0%	60,167
	Non-Operating Revenue - Harbor	74,720	82,156	87,636	131.5%	66,667

FUND 400 - PORT & HARBOR ENTERPRISE FUND				6/17/2025		
REVENUE DETAIL BY LINE ITEM, SORTED BY TYPE				96.2% of FY elapsed		
A/C Num.	Revenue Categories & Descriptions	FY23	FY24	FY25 YTD		FY25
		7/1/22 - 6/30/23	7/1/23 - 6/30/24	ACTUAL		7/1/24 - 6/30/25
		ACTUAL	ACTUAL	\$	%	BUDGET
0602	PIONEER DOCK					
4631	USCG Leases	38,976	40,495	40,228	130.6%	30,796
4637	Seafood Wharfage-PD	-	-	-		-
4638	PD Fuel Wharfage	198,654	193,311	193,145	89.9%	214,809
4639	Pioneer Dock - Wharfage	-	-	-		-
4641	PD Water Sales	9,291	6,908	6,003	57.2%	10,500
4642	PD Docking	39,991	45,052	47,655	103.6%	46,000
	<u>Operating Revenue - Pioneer Dock</u>	<u>286,911</u>	<u>285,767</u>	<u>287,031</u>	<u>95.0%</u>	<u>302,106</u>
0603	FISH DOCK					
4620	Ice Sales	243,997	341,209	281,828	106.1%	265,742
4621	Cold Storage	22,319	24,603	26,264	105.1%	25,000
4622	Crane Rental	203,818	201,470	180,546	94.9%	190,306
4623	Card Access Fees	6,144	5,933	5,881	103.2%	5,700
4637	Seafood Wharfage	20,530	24,621	18,393	106.2%	17,324
4700	Other Wharfage Fish Dock	9,945	68	-	0.0%	9,843
	<u>Operating Revenue - Fish Dock</u>	<u>506,754</u>	<u>597,903</u>	<u>512,911</u>	<u>99.8%</u>	<u>513,915</u>
4206	<u>Fish Tax</u>	<u>116,236</u>	<u>78,772</u>	<u>122,599</u>	<u>189.9%</u>	<u>64,562</u>
0604	DEEP WATER DOCK					
4633	Stevedoring	49,565	9,834	15,473	128.9%	12,000
4637	Seafood Wharfage	-	-	-	0.0%	-
4640	Deep Water Dock Wharfage	152,709	8,402	30,160	64.7%	46,651
4643	Deep Water Dock Docking	121,387	113,278	171,019	171.0%	100,000
4668	Dwd Water Sales	41,651	20,424	39,285	131.0%	30,000
4672	Port Security Revenues	-	-	-	0.0%	-
	<u>Operating Revenue - DW Dock</u>	<u>365,311</u>	<u>151,937</u>	<u>255,938</u>	<u>135.7%</u>	<u>188,651</u>
0605	OUTFALL LINE					
4704	<u>Outfall Line</u>	<u>4,800</u>	<u>4,800</u>	<u>4,800</u>	<u>100.0%</u>	<u>4,800</u>
0606	FISH GRINDER					
4706	<u>Fish Grinder</u>	<u>6,803</u>	<u>10,393</u>	<u>6,460</u>	<u>87.4%</u>	<u>7,390</u>
0615	LOAD AND LAUNCH RAMP					
4653	L & L Ramp Revenue	120,243	145,410	102,985	79.2%	130,000
	<u>Operating Revenue - L & L Ramp</u>	<u>125,519</u>	<u>145,410</u>	<u>102,985</u>	<u>79.2%</u>	<u>130,000</u>
	<u>Total Revenues</u>	<u>6,107,243</u>	<u>6,537,231</u>	<u>6,226,111</u>	<u>106%</u>	<u>5,870,925</u>
	<u>Net Surplus (Deficit)</u>	<u>1,302,144</u>	<u>944,873</u>	<u>2,120,048</u>		<u>(26,572)</u>

FUND 400 - PORT & HARBOR ENTERPRISE FUND				6/17/2025		
COMBINED EXPENDITURES				96.2% of FY elapsed		
A/C Num.	Expenditure Categories & Descriptions	FY23	FY24	FY25 YTD		FY25
		7/1/22 - 6/30/23	7/1/23 - 6/30/24	ACTUAL		7/1/24 - 6/30/25
		ACTUAL	ACTUAL	\$	%	BUDGET
Salaries and Benefits						
5101	Salary and Wages	1,200,096	1,379,157	1,446,717	93.2%	1,552,986
5102	Fringe Benefits	197,813	884,305	780,076	89.3%	873,798
5103	Part-time Wages	171,551	122,103	152,969	82.7%	184,933
5104	Part-time Benefits	19,895	14,232	17,999	77.7%	23,173
5105	Overtime	29,798	29,580	34,881	88.4%	39,439
5107	Part-time Overtime	164	460	503	13.0%	3,879
5108	Unemployment Benefits	-	4,932	1,606	0.0%	-
5112	PERS Relief	32,821	40,694	-	0.0%	-
Total Salaries and Benefits		1,652,138	2,475,462	2,434,750	90.9%	2,678,207
Maintenance and Operations						
5201	Office Supplies	6,257	4,040	3,765	80.1%	4,700
5202	Operating Supplies	21,809	26,337	31,205	120.0%	26,000
5203	Fuel and Lube	43,534	49,017	37,919	104.5%	36,300
5204	Chemicals	-	4,408	2,133	35.6%	6,000
5207	Vehicle and Boat Maintenance	18,002	33,396	18,584	74.3%	25,000
5208	Equipment Maintenance	69,361	62,505	62,207	80.8%	77,000
5209	Building & Grounds Maintenance	56,517	40,523	73,421	109.6%	67,000
5210	Professional Services	47,195	19,760	20,771	56.9%	36,500
5211	Audit Services	16,196	47,868	50,784	119.6%	42,468
5213	Survey and Appraisal	-	17,500	-	0.0%	12,500
5214	Rents & Leases	3,716	4,563	5,454	77.9%	7,000
5215	Communications	8,840	12,981	10,677	106.8%	10,000
5216	Freight and Postage	1,492	2,028	588	10.7%	5,500
5217	Electricity	649,413	654,842	511,604	63.7%	803,495
5218	Water	85,913	138,976	138,216	151.0%	91,528
5219	Sewer	11,977	12,383	10,669	67.0%	15,919
5220	Refuse and Disposal	52,883	52,288	33,978	53.7%	63,300
5221	Property Insurance	88,108	106,791	116,336	100.0%	116,336
5222	Auto Insurance	9,740	10,907	11,950	103.7%	11,522
5223	Liability Insurance	77,367	86,006	100,515	122.8%	81,843
5226	Testing and Analysis	-	4,073	3,944	56.3%	7,000
5227	Advertising	4,345	6,888	3,228	46.1%	7,000
5228	Books and Subscriptions	107	-	-		-
5231	Tools and Equipment	17,252	5,214	14,212	76.0%	18,700
5234	Record and Permits	-	-	1,004	25.1%	4,000
5235	Membership Dues	7,435	6,085	6,707	95.8%	7,000
5236	Transportation	12,464	2,201	4,933	123.3%	4,000
5237	Subsistence	8,765	663	901	22.5%	4,000
5238	Printing and Binding	3,993	282	-	0.0%	3,500
5248	Lobbying	21,245	20,803	24,200	57.6%	42,000
5249	Oil Spill Response	-	-	-	0.0%	1,000
5250	Camera Area Network	214	2,423	9,335	51.9%	18,000
5252	Credit Card Expenses	101,699	132,100	108,239	83.9%	129,000

FUND 400 - PORT & HARBOR ENTERPRISE FUND				6/17/2025		
COMBINED EXPENDITURES				96.2% of FY elapsed		
A/C Num.	Expenditure Categories & Descriptions	FY23	FY24	FY25 YTD		FY25
		7/1/22 - 6/30/23	7/1/23 - 6/30/24	ACTUAL		7/1/24 - 6/30/25
		ACTUAL	ACTUAL	\$	%	BUDGET
5256	Waste Oil Disposal	18,691	39,136	23,062	51.2%	45,000
5258	Float and Ramp Repairs	43,986	15,624	13,983	55.9%	25,000
5287	Electrical Supplies	1,010	-	-	0.0%	2,100
5601	Uniform	5,986	11,574	8,832	76.8%	11,500
5602	Safety Equipment	5,880	7,332	9,574	63.8%	15,000
5603	Employee Training	5,681	32,999	15,573	38.0%	41,000
5606	Bad Debt Expenses	35,622	58,210	55,780	185.9%	30,000
5608	Debt Payment-Interest	-	-	-		-
5624	Legal Services	-	4,388	-	0.0%	100,000
5627	Port Security	-	-	-	0.0%	2,500
5635	Software	134	3,200	2,967	74.2%	4,000
5637	Diving Services	16,045	30,945	1,513	17.8%	8,500
5638	Signage Parking Delineation	18,065	37,294	57,188	184.5%	31,000
	Total Maint. and Operations	1,596,939	1,808,553	1,605,948	76.4%	2,100,713
	C/O and Transfers					
5106	Leave Cash Out	57,406	73,867	-	0.0%	49,513
5241	GF Admin Fees	-	-	-		-
5990	Transfers To	1,498,614	1,234,477	65,364	6.1%	1,069,064
	Total Others	1,556,021	1,308,343	65,364	5.8%	1,118,577
	Total	4,805,098	5,592,358	4,106,062	69.6%	5,897,497



Memorandum

To: Port and Harbor Advisory Commission
From: Amy Woodruff, Port Administrative Supervisor
Date: June 18, 2025
Subject: June Staff Report

Homer Harbor Expansion

Geotechnical drilling is scheduled for September, and the ship simulation in Vicksburg will take place some time this summer. Two ships captains will pilot through multiple design iterations for the tentatively selected plan and help to inform how the design comes together.

Denali Commission Grant - System 4 Float Replacement Design & Permitting

Staff are reviewing the draft 35% design for float replacement and suggesting improvements and cost saving measures. Site visits to Homer were completed on 6/17 and 6/18 by the electrical engineer (RESPEC) and marine engineer (Alaska Harbors Consulting).

FY25 Port Infrastructure Development Program (PIDP) Application

Application process has kicked off, we're looking for photos of harbor use, including the following. Please email to port@ci.homer.ak.us if you have any to contribute!

- People working in the harbor or on boats that homeport in Homer
- Congestion in the harbor – boats rafted up, bottlenecks, etc.
- Winter harbor conditions in or near Homer – storms, snow, icy decks, etc.
- Loading freight and supplies onto boats in the harbor
- Unloading freight or supplies in outlying communities
- Commercial fishing on boats that homeport in Homer
- Loading or delivering fish and other seafood in Homer
- Medical or government use of the harbor
- Electric boats or shore power use

Commissioner report-backs from City Council Meetings

- 6/9 Casey Siekaniec
- 6/23 Dave Atwood

Attachments

Project Updates

2025 Commission Calendar & City Council Meeting Calendar

Flyer requesting harbor photos



City of Homer

www.cityofhomer-ak.gov

Port and Harbor

4311 Freight Dock Road

Homer, AK 99603

port@cityofhomer-ak.gov

(p) 907-235-3160

(f) 907-235-3152

Port & Harbor Special Project Status Updates June 2025

Paid Parking Program Planning & Permitting	Project in progress	Working with ADOTPF to update TORA to allow for paid parking
Ice Metering System	Project Contract Awarded	Engineering schematics delivered, panels have shipped, winter install.
System 4 Float Replacement Design & Permitting	Design in Progress	Site visits by electrical and marine engineers completed week of 6/16
Steel Grid Repair or Replacement	Seeking Design Funding	Working with Public Works to Estimate Costs for design
Run Electricity to Camera Poles at Ramps 1-5	Project in Progress	One pole remaining; next step will be to fund camera install
Refloat DD Float	Project in Progress	Materials have arrived; install anticipated in July
Repair Fender on DWD Inside Berth	Project Complete	Work completed on Friday 6/13.
Various FY 26/27 Capital Projects (See budget detail)	Seeking Funding	Will update this list with new capital projects after the biennial capital budget passes in June.

Status Categories:

Seeking design funding Design funded Design Contract Awarded Design in progress Design complete	Seeking project funding Project Funded Project Contract Awarded Project in Progress Project Complete
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2025 Council Meetings

Date	Commission Report	Commissioner
January 27 th	January Meeting	Casey Siekaniec
February 10 th	--	Jared
February 24 th	--	Lacey Velsko
March 10 th	February Meeting	Will Roth
March 24 th	--	Will Roth
April 14 th	March Meeting	Lacey Velsko
April 28 th	April Meeting	Lacey Velsko
May 12 th	--	Bruce Friend
May 27 th (Tuesday)	--	Dave Atwood
June 9 th	May Meeting	Casey Siekaniec
June 23 rd	--	Dave Atwood
July 28 th	June Meeting	
August 11 th	--	
August 25 th	--	
September 8 th	August Meeting	Dave Atwood
September 22 nd	--	
October 13 th	September Meeting	
October 27 th	October Meeting	
November 10 th	--	Will Roth
November 24 th	November Meeting	

PHC Meeting Date <i>all meetings start at 5:30 pm</i>	
January 22 nd	Quarterly Statistics Review Strategic Plan Clerk Reappointment Notices sent out
February 26 th	*Terms expire February 1 st Approve Strategic Plan
March 26 th	
April 23 rd	Quarterly Statistics Elections of Officers Budget Review with Finance Director
May 28 th	
June 25 th	Title 20 rewrite with Agnew::Beck Land Allocation Plan with Community Development Director Engebretsen
July 23rd - Cancelled	Cancelled
August 27 th	Capital Improvement Plan Title 20 rewrite with Agnew::Beck, 2 nd meeting Quarterly Statistics
September 24 th	Introduce proposed tariff changes
October 22 nd	Quarterly Statistics End-of-Season Review with Harbormaster Clarke Proposed Tariff Changes – 2 nd meeting Approve 2026 Meeting Schedule
November 12 th	Seattle Fish Expo
December 10 th	Annual update on long-range planning for Spit Erosion



Call for Harbor Photos



The Homer Harbor is applying for much-needed funding to rebuild floats, add stalls, and widen fairways on System 4 (CC-GG Floats)

Can you share your photos so that reviewers sitting at a desk thousands of miles away can better understand our harbor?



Please contact the office at 907.235.3160 with any questions.
Text or email photos to: 907.299.5348 / port@ci.homer.ak.us.
Photo credit can be given or withheld as preferred, please specify.



MEMORANDUM

Amending Homer City code 18.08 City Property Leases to provide clarification on procedures and processes regarding applications, review, approval, evaluation, termination, competitive bidding requirements, and lease rental rates

Item Type: Action Item
Prepared For: Port and Harbor Advisory Commission
Date: June 18, 2025
From: Amy Woodruff, Port Administrative Supervisor
Through: Bryan Hawkins, Port Director

At the May 28, 2025 Port and Harbor Advisory Commission Meeting, Commissioners reviewed proposed changes to Lease code. Commissioners dismissed some suggestions and made recommendations to staff for additional changes. This table summarizes the proposed changes to City Code that remain after accounting for comments made at that meeting. Corresponding changes to the Base Lease Template and City of Homer Fee schedule are presented separately.

Requested Action: Review the updated table of proposed changes and the draft ordinance and make a motion of support to the City Council for editing City Code 18.08 Leases.

City Code	Base Lease	Recommendation	Justification
18.08.005 Purpose	Recitals	No recommended changes	N/A
18.08.010 Definitions	1.01 Definitions	No recommended changes	N/A
18.08.020 Land Allocation Plan	N/A	No recommended changes	N/A
18.08.030 Standardized Leases	N/A	No recommended changes	N/A

18.08.040 Council Approval of Leases	N/A	In section (a) remove “All leases on the Homer Spit shall receive advisory review by the Port and Harbor Advisory Commission prior to submission to the Council or the City Manager for approval. The Council and the City Manager may forego this requirement if either finds time is of the essence or if the best interests of the City require otherwise for the leasing activity. This requirement does not apply to subleases.”	Lease applications and Lease proposals will receive review by PHC under sections .045 and .050 prior to going to Council for approval. The commission can provide suggestions for lease terms at that time. After an application or proposal is reviewed by PHC and approved by CC, City Staff and the City Attorney will prepare a lease agreement taking into account any recommendations from PHC and CC. The lease agreement will still be subject to approval of Council under this section prior to being signed.
18.08.045 Lease Applications	N/A	In section (a) remove “to the City Clerk”	Applications are now processed through the Port & Harbor office.
18.08.050 Requests for Proposals	N/A	In section (e), change “the next most responsive proposer” to “other responsive proposers in order of their respective rankings” and remove sentence requiring all bids to be rejected	This change aligns with City RFP policy for Procurement used for purchases (3.16.110(g)) and allows for flexibility if we have multiple responsive and responsible proponents. We are not required to negotiate with all proponents if we do not want to.
18.08.060 Criteria for evaluating and approving proposals and competing lease applications	N/A	Move section (b) to 18.08.075 Lease Rental Rates Add reference to “irregularities” in section (a)	Since that discussion discusses rental rates, not criteria for evaluating proposals, it’s a better fit there. This word is defined in 18.08.010 but not used anywhere else in 18.08. Adding it here will clarify the difference between minor errors and omissions that would make a proposal non-responsive.
18.08.065 Lease Application and Proposal Documents	N/A	Correct “Lease Allocation Plan” to “Land Allocation Plan	This is the correct term for this plan.
18.08.070 Notice to Award	N/A	In section (a), change the method of City Manager recommendation from a memorandum to a resolution.	Approval of a memorandum is difficult to track in the historical record. Approval via resolution is the procedure used in procurement when awarding a contract to a successful bidder.

18.08.075 Lease Rental Rates	4.01 Base Rent	Incorporate 18.08.160 (b) in this section	Better fit in this section since it discusses rental rates.
18.08.080 Lease Execution and Final Approval	N/A	No recommended changes	N/A
18.08.090 Development and Use	Article 6 Use and Improvement of Property Article 7 Care and Use of the Property	No recommended changes	N/A
18.08.100 Appraisal	4.02 Rent Adjustments	In section (b) remove “for short term leases,” allowing the City Manager to waive the requirement of an appraisal at his or her discretion.	Appraisals are a useful tool but following code as written can result in appraising a property three times or more in a 5-year period. Recommend introducing the opportunity for City Manager to waive the appraisal requirement for cost saving.
18.08.110 Options to Renew	3.05 Options to Extend Lease Term	Change references in title and section (a) from “Options to renew” to “options to extend lease term” Add section (d) indicating that requests to extend must be submitted and acknowledged in writing by the City Manager to be exercised.	Use consistent terms. Provides consistent record when options to extend have been exercised or not.
18.08.120 Improvements	Article 6 Use and Improvement of Property	No recommended changes	N/A
18.08.130 Lease Renewal	3.02 Lease Renewal	Update references to a “renewal” in this section of code to refer to a “non-competitive new lease”.	“Renewal” is used in different contexts to refer to (a) options to extend existing leases and (b) new leases for a property after a tenant’s lease expires with no options to extend. Consistent language reduces confusion.

18.08.140 Sublease	Article 8 Assignment and Sublease	Remove “and approved by Council” from 18.08.140(A) of HCC Amend existing Leases to require consent of “the City Manager” for sublease rather than Council	Staff recommend transitioning to approval of subleases by City Staff. Subleases are subject to the terms and conditions of the prime lease, which is approved by Council. Subleases cannot grant any additional rights not granted by the prime lease. Subleases tend to change hands frequently. Allowing for approval by Staff will reduce delays and increase compliance with the policy.
18.08.150 Early Termination	12.02 Landlord’s Remedies	Remove the requirement that these meetings be held in Executive Session.	It’s always an option to hold meetings in executive session, but it need not be a requirement. We must provide the public with some information on the content of a council meeting, even if it goes in to Executive Session.
18.08.160 Assignment	Article 8 Assignment and Sublease	No recommended changes	N/A
18.08.170 Insurance	9.04 Insurance Requiremen ts	In section (a), update the term “public liability insurance” to “general liability insurance” and add the requirement of a waiver of subrogation.	“General Liability Insurance” is the term more commonly used today. A Waiver of Subrogation provides additional protection to the City and is also specified in the Base Lease Template.
18.08.175 Exception – Leasing to Government Entities	N/A	No recommended changes	N/A
18.08.180 Assessments – Capital Improvement Projects	4.03 Taxes, Assessments and Other Governmental Charges	No recommended changes	N/A
18.08.190 Connection to Utilities	4.04 Utility Charges	No recommended changes	N/A
18.08.195 Processing and Filing Fees	N/A	No recommended changes	N/A

18.08.200 Time is of the Essence	N/A	No recommended changes	N/A
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**CITY OF HOMER
HOMER, ALASKA**

City Manager / Port Director

ORDINANCE 25-xx

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
AMENDING HOMER CITY CODE 18.08 CITY PROPERTY LEASES TO
PROVIDE CLARIFICATION ON PROCEDURES AND PROCESSES
REGARDING APPLICATIONS, REVIEW, APPROVAL, EVALUATION,
TERMINATION, COMPETITIVE BIDDING REQUIREMENTS, AND
LEASE RENTAL RATES.

WHEREAS, The section of City Code pertaining to Leases contains some provisions that
use conflicting terms; and

WHEREAS, Other provisions can result in delays, inefficiencies, or unnecessary
expenses to the City or to Lessees if enforced rigidly; and

WHEREAS, on June 25, 2025, the Port and Harbor Advisory Commission reviewed
recommended changes to code and [REDACTED]; and

WHEREAS, Making the recommended to changes to code will improve clarity and
streamline process.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. Homer City Code 18.08.040 Council approval of leases, is hereby amended
to read as follows:

18.08.040 Council approval of leases

a. All long-term leases for more than five years shall be approved by Council via ordinance. All
long-term leases for five years or less shall be approved by Council via resolution. ~~All leases
on the Homer Spit shall receive advisory review by the Port and Harbor Advisory Commission
prior to submission to the Council or the City Manager for approval. The Council and the City
Manager may forego this requirement if either finds time is of the essence or if the best
interests of the City require otherwise for the leasing activity. This requirement does not
apply to subleases.~~

b. The City Manager may execute short-term leases without Council approval when the City
Manager determines that a short-term lease is in the best interest of the City and notifies the
Council in writing of the short-term lease and its essential terms.

c. Short-term leases are not required to go through the competitive bidding process unless the short-term lease would result in the lease of City-owned property to the same lessee for more than one consecutive year.

d. Except as expressly provided in this chapter, property leased by the City from a third party that is available for sublease or the lease of space in City-owned buildings located on real property owned by a third party is exempt from this chapter.

Section 2. Homer City Code 18.08.045 Lease applications, is hereby amended to read as follows:

18.08.045 Lease applications

a. Except for property subject to competitive bidding under this chapter, persons interested in leasing City property may submit a lease application to the City Clerk. The City Manager shall consider all applications and determine if an application is complete and meets the criteria identified in the land allocation plan and in HCC 18.08.060. **The City Manager shall submit any recommendation for approval of an application under this chapter for property located on the Homer Spit to the Port and Harbor Advisory Commission for review and comment prior to recommending an application to Council.**

b. When the City receives more than one lease application for a parcel that meets the criteria established for that parcel in the land allocation plan, the City Manager shall evaluate the applications using the criteria in HCC 18.08.060 and award the lease most advantageous to the City. If both applicants are equally advantageous to the City, the City Manager shall award the lease to the applicant who submitted a completed application first.

c. Applicants may be charged a nonrefundable lease application fee as set forth in the City of Homer fee schedule.

Section 3. Homer City Code 18.08.050 Requests for proposals – Competitive bidding process, is hereby amended to read as follows:

18.08.050 Requests for proposals – Competitive bidding process

a. The City Manager may issue a request for proposals to lease specific property identified in the land allocation plan at any time after posting the notice required in HCC 18.08.020(f).

b. A request for proposal advertised by the City must identify the property description of the property available for lease, the time frame for the submission of requests for proposals, any preferred uses or industries, and the overall criteria the City intends to use to score and rank proposals.

c. The City Manager must obtain approval from the Council before requesting proposals to lease property not identified in the land allocation plan as property available for lease.

d. The City Manager shall consider all responses to the City's request for proposals that are timely, responsible and responsive. Untimely submissions shall be rejected. The City Manager reserves the right to reject any and all proposals in the City's best interest.

e. The City Manager may rescind a notice to award at any time prior to the execution of a lease if the proposer can no longer meet the terms of the proposal. If the City Manager rescinds a notice to award, the City Manager may negotiate with ~~the next most responsive proposer~~ **other responsive proposers in order of their respective rankings** and submit a new recommendation for award to Council under HCC 18.08.070 and Council may approve the award of the proposal to that recommended proposer. ~~If negotiations with the next most responsive bidder are unsuccessful, all bids must be rejected and a new request for proposal may be issued.~~

f. The Council may approve other bidding or proposal procedures or exceptions to these procedures via resolution.

Section 4. Homer City Code 18.08.060 Criteria for evaluating and approving proposals and competing lease applications, is hereby amended to read as follows:

18.08.060 Criteria for evaluating and approving proposals and competing lease applications

a. The criteria for evaluating proposals shall include, but are not limited to, the following:

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

2. The development plan including all phases and timetables;

3. The proposed capital investment;

4. Experience of the applicant in the proposed business or venture;

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

6. The number of employees anticipated;

7. The proposed rental rate;

8. 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;

9. Other long-term social economic development; and

10. The residency or licensure of the applicant in the City, Kenai Peninsula Borough, and/or the State of Alaska, as identified in the City's request for proposal and permitted under State and Federal law.

~~b. Determination of rent shall take into consideration the following factors:~~

- ~~1. Appraisal or tax-assessed valuation;~~
- ~~2. Highest and best use of land;~~
- ~~3. Development (existing and planned);~~
- ~~4. Economic development objectives;~~
- ~~5. The location of the property; and~~
- ~~6. Alternative valuation methodologies as negotiated by both parties.~~

Section 5. Homer City Code 18.08.070 Notice to award, is hereby amended to read as follows:

18.08.070 Notice to award

a. Upon a determination that a proposal meets the criteria under HCC 18.08.060, the City Manager shall recommend the proposal to Council for acceptance. If Council approves the recommendation, the City Manager shall issue a notice to award the lease to the successful proposer. The City Manager's recommendation shall be presented to Council in a written memorandum identifying the recommended winning proposer, the property description, the essential terms of the proposed lease, and the reasons the City Manager recommended the award.

b. The City Manager shall submit any recommendation for approval of a proposal under this chapter for property located on the Homer Spit to the Port and Harbor Advisory Commission for review and comment prior to recommending a proposal to Council.

c. If the Council adopts the City Manager's recommendation, the City Manager shall negotiate with the selected proposer and present a final lease to the Council for approval **under HCC 18.08.040**. A notice of tentative award is conditional upon the City Manager's successful negotiation of a final written lease consistent with the terms upon which the award was based.

d. The City Manager may rescind a notice to award. A notice to award becomes void on the date the City Manager provides written notice to the proposer that the award has been rescinded.

Section 6. Homer City Code 18.08.075, Lease rental rates, is hereby amended to read as follows:

18.08.075, Lease rental rates

a. Except as otherwise provided in this section, all property shall be leased at no less than “fair market rent.” **Determination of rent shall take into consideration the following factors:**

1. Appraisal or tax assessed valuation;

2. Highest and best use of land;

3. Development (existing and planned);

4. Economic development objectives;

5. The location of the property; and

6. Alternative valuation methodologies as negotiated by both parties.

b. Payments of a higher than fair market rent resulting from a proposal or lease application is generally in the public interest and will help to establish fair market rent using current market forces.

c. The Council may establish a minimum rent or “asking price.” It may set a minimum rent at an amount equal to or higher than the estimated “fair market rent” if it finds that it is in public interest to do so. It may set uniform rental rates for a class of similar properties that remain available for leasing after the conclusion of a competitive lease offering.

d. Except as otherwise provided in this chapter, Council may approve a lease of City land for less than fair market rent only if the motion approving the lease contains a finding that the lease is for a valuable public purpose or use, and a statement identifying such public purpose or use.

e. The lease shall provide for payment of interest or a late fee for rent past due, and provide for recovery by the City of attorneys’ fees and costs to the maximum extent allowed by law in the event the City is required to enforce the lease in court, and such additional provisions pertaining to defaults and remedies as the City Manager may determine to be in the City’s interest.

f. Lease amount to be adjusted annually based on the Anchorage Consumer Price Index.

Section 7. Homer City Code 18.08.100, Appraisal, is hereby amended to read as follows:

a. An appraisal of the fair market rent of the property will be required before final approval of a new lease or the transfer of a lease and within two years prior to the renewal of a lease.

b. The requirement of an appraisal may be waived at the discretion of the City Manager for ~~short-term~~ leases.

c. All leased properties shall be appraised every five years from the effective date of the lease. The City may choose to have the property appraised at less than five-year intervals in order to appraise multiple properties at one time. An increase in rental rates resulting from appraisals occurring in less than five years from the last appraisal shall not be applied prior to date of appraisal permitted under this section or the effective date of the transfer or renewal of a lease.

d. Except as otherwise provided under this section or in a specific lease, lease rates shall be increased on the anniversary of the lease effective date to reflect property appraisal values. A lessee shall be notified of any increase in the appraised value of the property at least 30 days before the increased rental rate becomes effective.

e. In the event an appraisal reports a decrease in fair market rent, a lessee may petition or the City Manager may recommend to Council a reduction in the lease rate. Council may approve a reduction if it determines via resolution that such reduction corresponds with the appraised fair market rent and is in the City's best interest.

f. Each year, the City will select and retain an appraiser to appraise all leased City-owned property due for appraisals in that year. The City will have sole discretion to select the appraiser and bears the cost of the appraisal.

Section 8. Homer City Code 18.08.110 Options to renew, is hereby amended to read as follows:

18.08.110 Options to ~~renew~~ **extend lease term**

a. Leases may contain no more than two options to ~~renew~~ **extend the lease term** and each option must not exceed 25 percent of the length of the initial lease term.

b. A lessee may not exercise an option to ~~renew~~ **extend a lease term** unless the City Manager determines that the lessee is in full compliance with the terms of the lease at the time of renewal. **Options to extend lease terms must be exercised in writing.**

c. A lessee whose initial lease and all options have expired shall have no automatic right of ~~further~~ renewal or **further** extensions.

Section 9. Homer City Code 18.08.130 Lease renewal, is hereby amended to read as follows:

18.08.130 Lease renewal Non-Competitive Process to award a new lease to an existing lessee

a. Council, upon written recommendation by the City Manager, may exempt the renewal of a lease a property from competitive bidding **at the end of a lease term and enter into a new lease with the existing lessee** if Council finds such exemption serves the City's best interests.

b. A lessee seeking to enter into a new lease with the City exempted from competitive bidding under this section must submit a lease application and a written request for a new lease to the City Manager at least 12 months but no more than 18 months prior to the expiration of the existing lease. The City Manager shall notify Council of new lease requests under this section. The City will review the application but is under no obligation to enter into a new lease.

c. If Council approves the new lease without a competitive process, it must do so by resolution within six months prior to the date of lease termination.

d. Council shall consider the following factors when determining whether to exempt a lease from competitive bidding under this section:

1. Lessee's past capital investment and binding commitment to future capital investment;
2. Lessee's financial condition and prior lease history;
3. The number of persons employed and the prospect for future employment;
4. Tax revenues and other financial benefits to the City anticipated in the future if the lease is renewed;
5. Consistency of past use and intended future use with all applicable laws, including land use codes and regulations, the Comprehensive Plan, and overall economic development plan;
6. Other opportunities for use of the property that may provide greater benefit to the City; and
7. Other social, policy, and economic considerations as determined by Council.

Section 10. Homer City Code 18.08.140, Sublease, is hereby amended to read as follows:

18.08.140 Sublease

a. City property may be subleased if expressly permitted in the lease agreement ~~and approved by Council.~~

b. Except as provided otherwise in the lease agreement, all subleases must be in writing, executed by the parties, and approved by the City Manager or their designee.

c. Approval must be granted prior to occupancy of the leased premises by a subtenant.

d. Subleasing shall not be used to transfer substantially all of a leasehold interest.

e. All subleases must comply with all applicable Federal, State, and local laws.

Section 11. Homer City Code 18.08.150, Early termination, is hereby amended to read as follows:

18.08.150 Early termination

Except as provided otherwise in the lease agreement, Council shall approve the termination of a lease for failure to comply with the lease terms. The City Attorney shall be consulted prior to termination of a long-term lease for failure to comply with lease terms. The City Manager may only terminate a lease for failure to comply with the lease terms after receiving Council approval to do so. ~~The City Manager shall seek approval to terminate under this section in executive session. The name of lessee and description of the leased property shall not be included in any public notices or documents circulated by the City unless and until Council approves termination of the lease under this section.~~ The City Manager shall notify a lessee in writing that Council will be considering termination of the lease and provide the date, time, and place of the meeting at which Council will consider such termination. ~~Lessee may waive the right to confidentiality under this section and request Council hold its discussion of termination in public. This section shall not prevent the City from sending lessee, or other parties with an interest in the lease, notifications and/or correspondence related to the lease or lessee's compliance with its terms.~~

Section 12. Homer City Code 18.08.170, Insurance, is hereby amended to read as follows:

18.08.170 Insurance

a. All lessees shall keep in force for the full term of the lease ~~public~~ **general** liability insurance in the amount of not less than \$1,000,000 coverage per occurrence for bodily injury, including death, and property damage. The City shall be named as an additional insured **with waiver of subrogation.**

b. Lessees who intend to conduct activities which could potentially have significant risk of environmental contamination shall also obtain not less than \$2,000,000 in environmental impact insurance and/or environmental clean-up policy, or the equivalent subject to review and approval by the City Manager. The City shall be named as an additional insured. The City will determine on a case-by-case basis whether a lease of City property will involve a significant risk of environmental contamination due to the use of the property, the presence of hazardous materials, or the location of the property.

c. Certificates of insurance showing the required insurance is in effect and identifying the City as an additional insured shall be provided to the City at the time a lease becomes effective and annually thereafter, and upon every change in insurance provider or insurance coverage.

d. All insurance policies must be in effect for the duration of the lease term, or longer if stated in the lease, and the City must be notified of any changes to policies.

e. Insurance requirements that exceed those required in this section may be imposed in the terms of a lease agreement.

Section 13. This Ordinance is of a permanent and general character. and shall be included in the City Code.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this ____ day of _____, 2025.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

377 First Reading:
378 Public Hearing:
379 Second Reading:
380 Effective Date:

DRAFT



MEMORANDUM

Land Allocation Plan

Item Type: Action Item
Prepared For: Port and Harbor Advisory Commission
Date: June 25, 2025
From: Julie Engebretsen, Community Development Director

Background

The Port and Harbor and Economic Development Advisory Commission have both reviewed the draft Land Allocation Plan, and agreed with staff recommended changes (remove overslope area 1 from lands available for lease). At the last meeting, staff didn't have the full document for PHC review; it has been included here with updated lease information. Staff will be available at the meeting to answer questions.

Requested Actions:

1. Review the Draft Land Allocation Plan.

Attachments:

Draft Resolution
Draft 2025 Land Allocation Plan



MEMORANDUM

Land Allocation Plan

Item Type: Action Item
Prepared For: Port and Harbor Advisory Commission
Date: May 28, 2025
From: Julie Engebretsen, Community Development Director
Through: Amy Woodruff, Port Administrative Supervisor

Requested Action:

1. Review the Draft Section A of the plan, Lands Available for Lease. Staff recommended changes are noted, as well as the property where all lease options have expired. Does the Commission agree with the changes, and are there any other comments/recommendations?

Background

Homer City Code Title 18.08 regulates city property leases. Each year, the City Council reviews and passes a resolution on which lands should be available for lease. Most City leasing occurs on the Spit and at the airport terminal. The Port and Harbor Commission usually provides the most detailed comments about the Spit, as they typically are most familiar with area operations and long-term leases.

The Port and Harbor and Economic Development Commissions provide comments by memorandum to the Council. The kinds of comments that code solicits include: which parcels should be available for lease, the lease rate, preferred length of the lease term, and any requirements, preferences or restrictions regarding use and or development.

Requested Actions:

1. Review the Draft Section A, Lands Available for Lease, and make comments.

Attachments:

1. HCC 18.08.020
2. Draft Section A, Lands Available for Lease

18.08.020 Land allocation plan – Property available for lease.

- a. Unless dedicated or reserved to another purpose, all real property including tide, submerged or shore lands to which the City has a right, title and interest as owner or lessee, or to which the City may become entitled, may be leased as provided in this chapter. In the case of any conflict between this chapter and any local, State or Federal law governing the leasing of City tide and submerged lands, the law governing the leasing of City tide and submerged lands shall prevail.
- b. The City administration shall maintain a list of all City-owned properties authorized for lease by Council. This list shall be adopted annually and contain the information required under this chapter. The list may be called the land allocation plan and will be made available to the public at the City Clerk's office.
- c. Council shall adopt a land allocation plan that identifies:
 - 1. City-owned property available for lease;
 - 2. The property description, lease rate, preferred length of the lease term for each available parcel; and
 - 3. Any requirements, preferences or restrictions regarding use and/or development.
- d. Council may identify property in the land allocation plan that is subject to competitive bidding. Property subject to competitive bidding in the land allocation plan need only identify the property description in the land allocation plan but all other terms required in subsection (c) of this section shall be identified in the request for proposal for such properties.
- e. Prior to the adoption of the land allocation plan, Council shall hold a work session. Commission members and City staff may provide recommendations to Council during the work session regarding City-owned property available for lease and the terms of such leases.
- f. The City shall provide public notice of the adoption of the land allocation plan and the City-owned real property available for lease no more than 60 days after its adoption.
- g. All uses and activities on City-owned real property available for lease are subject to all applicable local, State, and Federal laws and regulations.
- h. The Council may restrict specific City-owned properties to certain uses or classes of use that serve the City's best interest. [Ord. [18-16\(S\)\(A\)](#) § 1, 2018]

**CITY OF HOMER
HOMER, ALASKA**

City Manager

RESOLUTION 25-xx

A RESOLUTION OF THE HOMER CITY COUNCIL APPROVING THE
CITY OF HOMER 2025 LAND ALLOCATION PLAN.

WHEREAS, Chapter 18.08.020(c) requires the City to adopt a Land Allocation Plan; and

WHEREAS, The Port and Harbor and Economic Development Advisory Commissions reviewed the draft Land Allocation Plan and had two recommendations; and

WHEREAS, The City Council discussed the Land Allocation Plan during a Committee of the Whole meeting on _____ 2025; and

Whereas, Overslope development around the harbor is expensive and has only garnered one interested applicant; and

Whereas, the lease for 4460 Homer Spit Road, T 7S R 13W SEC 1 SEWARD MERIDIAN HM 0920050 HOMER SPIT SUB NO TWO AMENDED LOT 88-2, is expiring and has no options to renew;

Whereas, the City Council may determine the preferred length of lease, requirements for development and a determination of the requirement for competitive bidding.

NOW, THEREFORE, BE IT RESOLVED by the Homer City Council that the City of Homer 2020 Land Allocation Plan is hereby amended as follows:

1. Remove overslope area 1 from Section A.
2. Airport terminal space has space available for lease including ticket counter, cargo area and concession space.
3. Designate 4460 Homer Spit Road T 7S R 13W SEC 1 SEWARD MERIDIAN HM 0920050 HOMER SPIT SUB NO TWO AMENDED LOT 88-2 as available for lease, subject to competitive bidding.

PASSED AND ADOPTED by the Homer City Council this X th day of ____, 2025.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

45

46

47 _____
Renee Krause, MMC, CITY CLERK

48

49 Fiscal Note: N/A

2025 Land Allocation Plan City of Homer

Adopted by Resolution 25-



Beluga Lake, Dock at Ben Walters Park

Table of Contents

Sections

- A. Lands Available For Lease**
- B. Leased Lands**
- C. Port Facilities**
- D. City Facilities and other city lands**
- E. Parks, Green space, cemeteries**
- F. Bridge Creek Lands**
- G. Conservation Easement Lands**

Appendix - Homer Harbor Map

Statement of Purpose:

Homer City Code Title 18 regulates municipal property management. Per HCC 18.08.020, the Council annually adopts a land allocation plan that identifies which properties are available for lease, the rate and referred lease terms, and any particular requirements or preferences. Once the plan is adopted by resolution, the City provides public notice of available real estate.

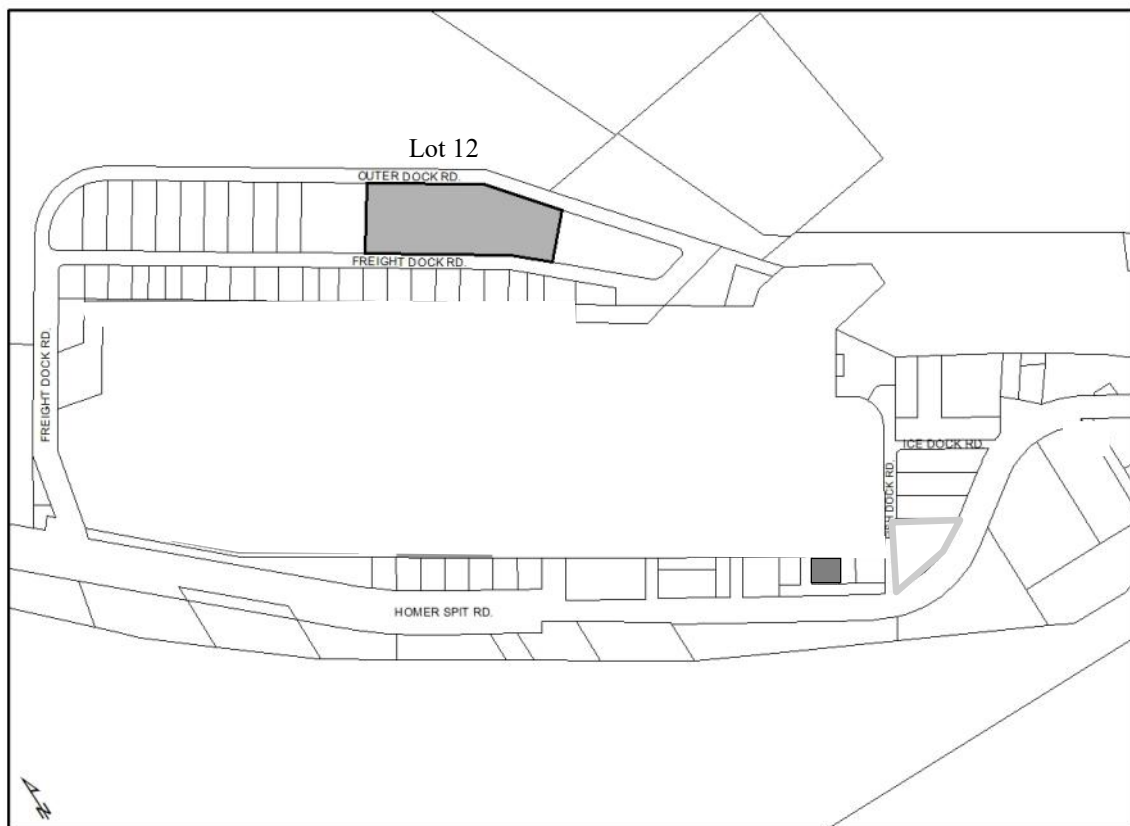
Note: Any lands not included in this document are listed in the previous version of the Land Allocation Plan, and their designations carry forward to this plan.

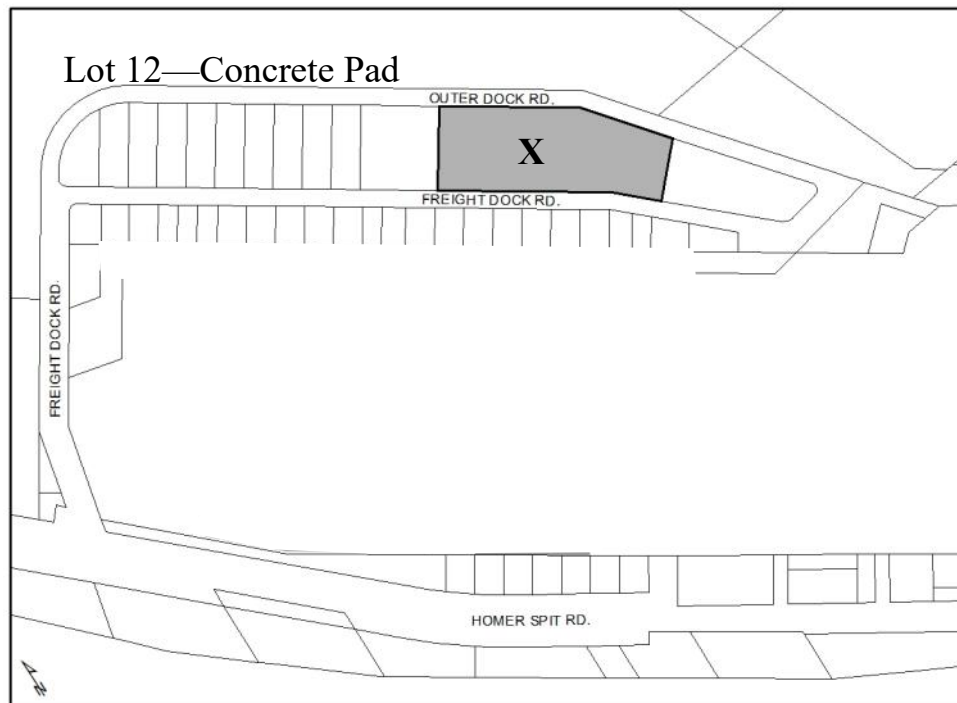
Section A

Lands available for lease

The following lots, and select areas within the Homer Airport are available for lease in 2025. Lease procedures follow the City of Homer City Code, Title 18.

The Port and Harbor Office provides information on long term leasing at the Homer Airport Terminal and on the Homer Spit. This includes short and long term leases and license agreements, such as vending machines, and bike rentals. For more information, contact 907-235-3160.





Designated Use: Lease

Acquisition History:

Area: 5 acres

Parcel Number: 18103220

Legal Description: Homer Spit Subdivision no 5 Lot 12

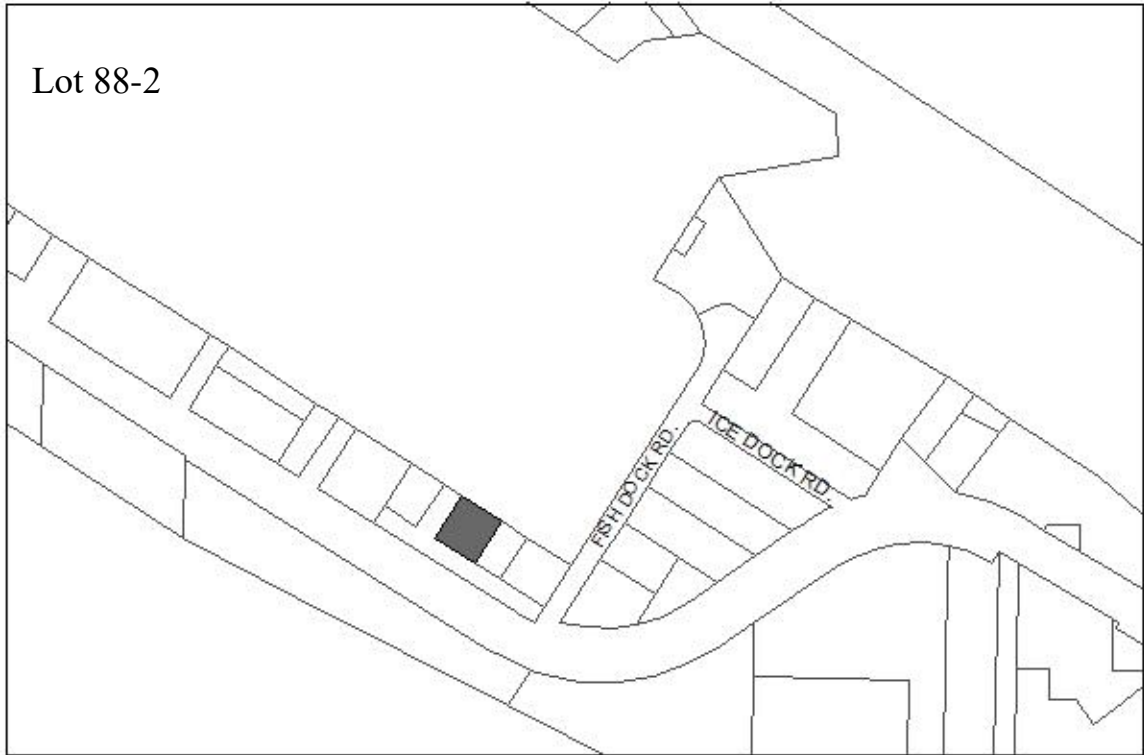
Zoning: Marine Industrial

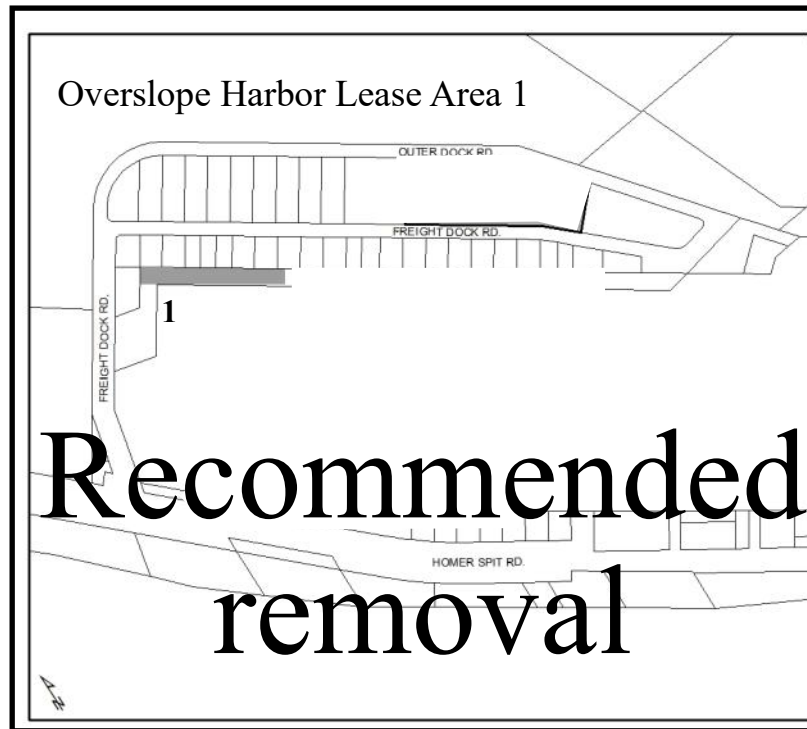
Infrastructure: Water, sewer, paved road access, fenced, security lighting

Address: 4380 Homer Spit Road

Notes: 1 acre portion under lease per Resolution 23-032 to Alaska Scrap and Recycling 8 year lease with two one year options for renewal.

Prior to a long-term lease the site is appraised. The appraised lease rates for up-lands is approximately \$1.05 per square foot, per annum. Lease rates vary; contact the Port at 907-235-3160.

	
Designated Use: Leased Lands	
Acquisition History:	
Area: 0.29 acres	Parcel Number: 18103442
Legal Description: HM0920050 T07S R13W S01 HOMER SPIT SUB NO TWO AMENDED LOT 88-2	
Zoning: Marine Commercial	Wetlands: N/A
Infrastructure: Water, sewer, paved road access	Address: 4460 Homer Spit Road
<p>Leased to: Lease is expiring;</p> <p>Prior to a long-term lease the site is appraised. The appraised lease rates for uplands is approximately \$1.05 per square foot, per annum. Lease rates vary; contact the Port at 907-235-3160.</p>	
Finance Dept. Code: 400.600.4650	



Designated Use: Lease
Resolution 17-33, 23-043

Area:

Parcel Number:

Legal Description:

Zoning: Marine Commercial and Small Boat
Harbor Overlay

Infrastructure:

Address:

Prior to a long-term lease the site is appraised. The appraised lease rates for uplands is approximately \$1.05 per square foot, per annum. Lease rates vary; For more information, contact 907-235-3160.

Homer Airport Terminal



Designated Use: Airport
Acquisition History:

Available for lease

- The Airport has ticket counter, cargo space and concession space available.
- Lease rates are approximately \$47 per square foot.

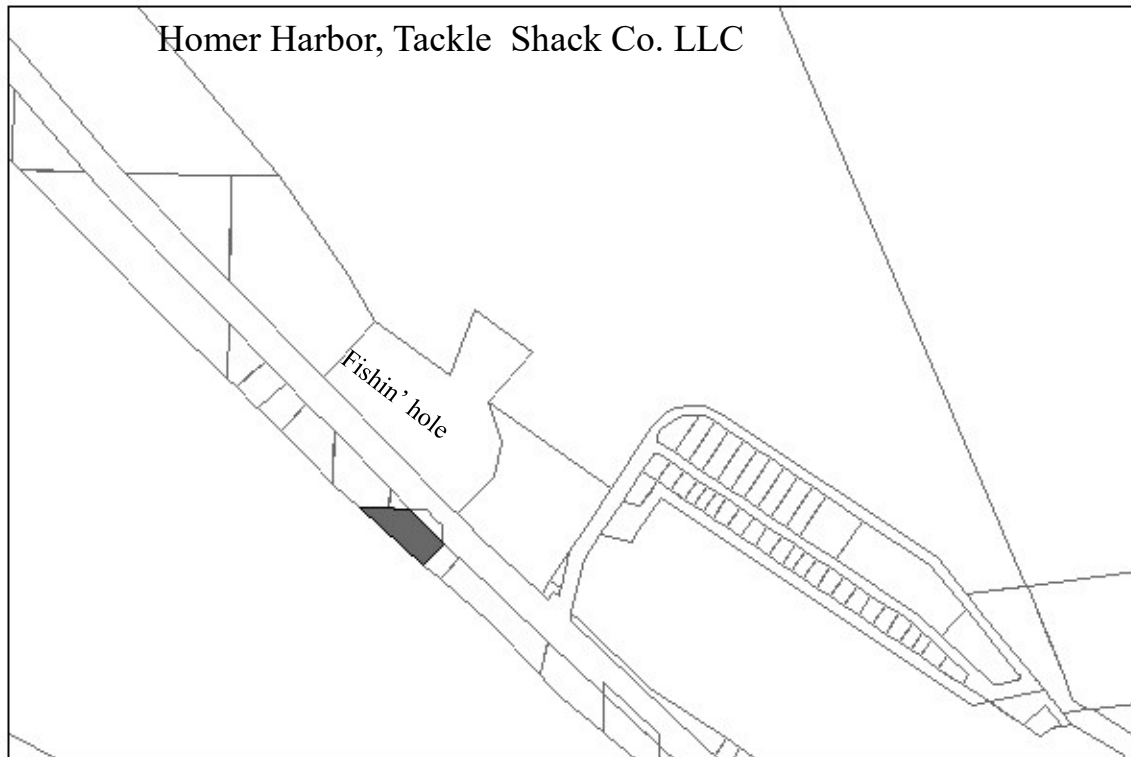
For more information, contact 907-235-3160.

Finance Dept. Code:

Section B

Leased Lands

These lands are under lease. Leases are based on a current market appraisal provided by a professional appraiser. Individual lease files contain information on rents and formal agreements.



Designated Use: Leased Land
Acquisition History:

Area: 1.6 acres

Parcel Number: 18103105, LH01

Legal Description: HM0890034 T06S R13W S35 HOMER SPIT SUB AMENDED LOT 5

Zoning: Marine Commercial

Wetlands: None

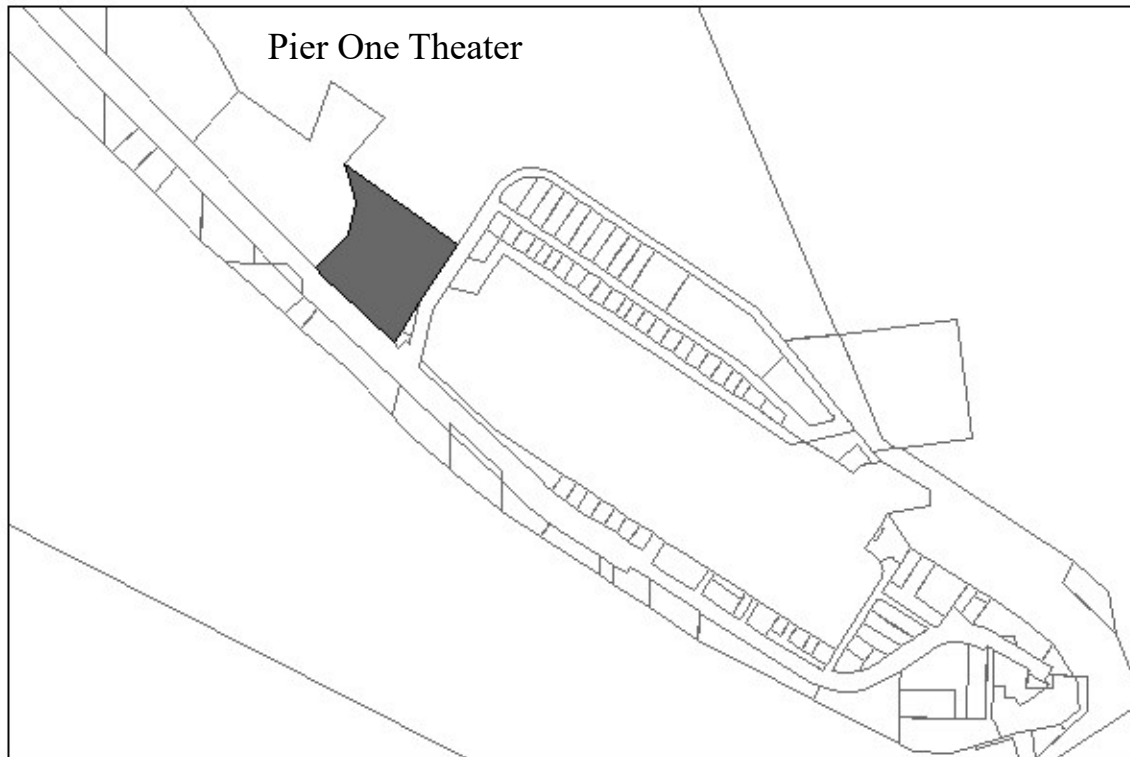
Infrastructure: Paved road, water and sewer.

Address: 3815 Homer Spit Road

Lease: Ord 25-26, exp 5/31/2041 with two 5 year options

Storm damage, fall 2014, resulted in partial collapse and removal of part of one building.
 2019-2020, 2022-2023 continued erosion and parking lot damage. Fall 2024 significant road damage.

Finance Dept. Code:



Designated Use: Fishing Lagoon

Acquisition History: Ordinance 83-26. Purchase from World Seafood.

Area: 11.27 acres

Parcel Number: 18103117

Legal Description: HM0940043 T06S R13W S35 TRACT 1-A THE FISHIN HOLE SUB NO 2

Zoning: Marine Industrial

Wetlands: N/A

Infrastructure: Water, sewer, paved road access

Address: 3854 Homer Spit Road

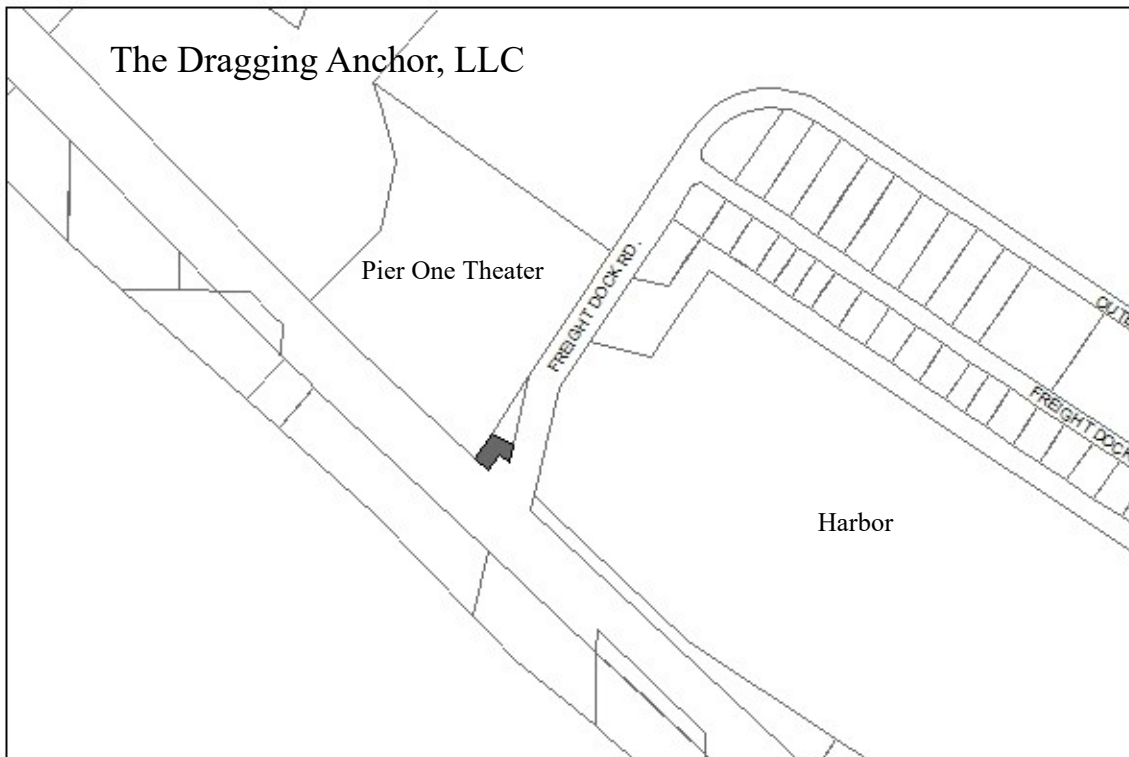
This is a large parcel that is used several ways.

- Large Vessel haul out and repair facility
- City RV park/campground, and access to the only public RV dump on the spit
- Pier One Theater Lease. Theater leases the building only; not the land. Resolution 89-36A.

Resolution 13-020: Designated the north east corner of the lot for use as a trailhead for the Kachemak Bay Water Trail.

Leased to: Pier One Theater, Resolution 21-060 5 year lease no options, expires in 2026.

Finance Dept. Code:



Designated Use: Leased Lands

Acquisition History: Ord 1983-26. Purchased from World Seafood

Area: 0.15 acres or 6,692 sq ft

Parcel Number: 18103118

Legal Description: HM0940043 T06S R13W S35 TRACT 1-B THE FISHIN HOLE SUB NO 2

Zoning: Marine Commercial

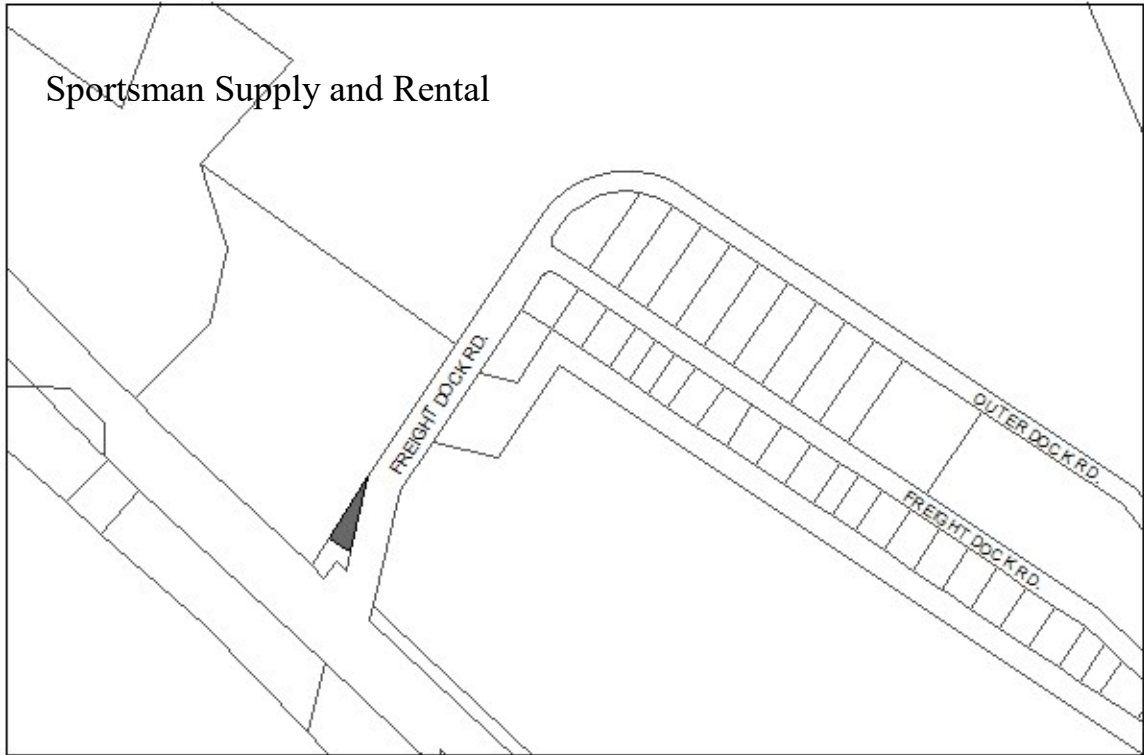
Wetlands: None

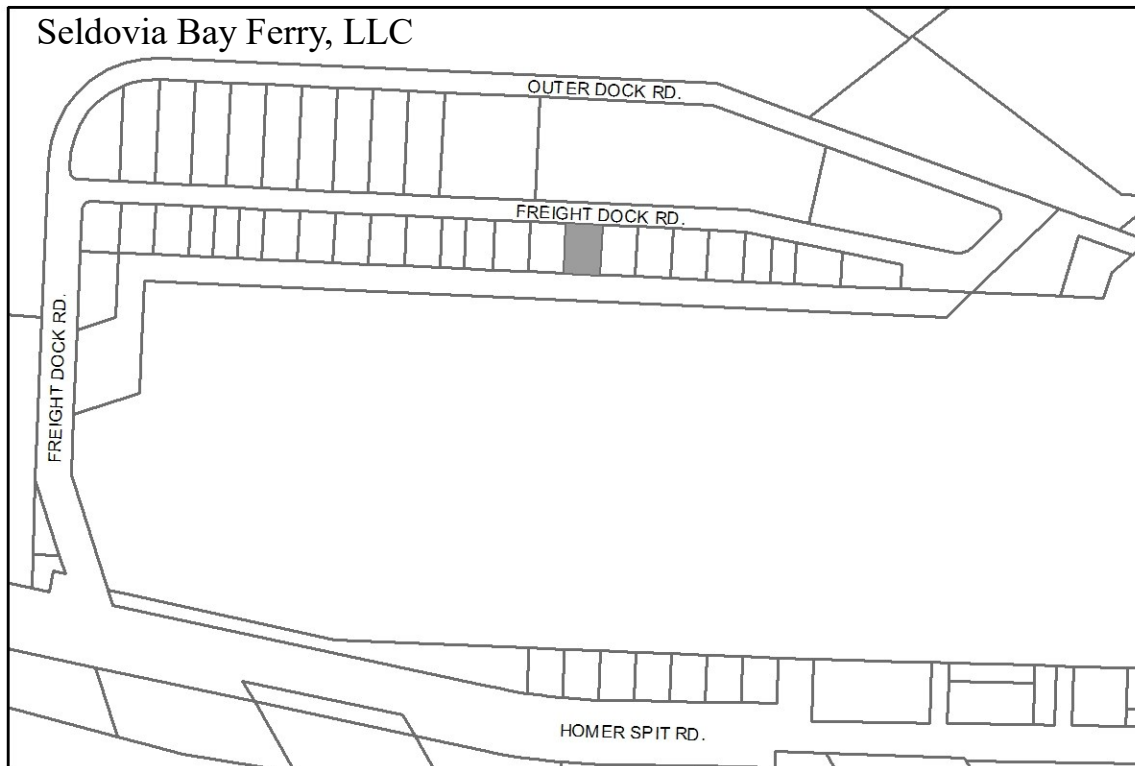
Infrastructure: Paved road, water and sewer.

Address: 3978 Homer Spit Road

Leased: Resolution 25-006, lease expires 1/31/2045 with option to extend two terms of 5 years each.

Finance Dept. Code: 400.600.4650

	
Designated Use: Leased Lands Acquisition History: Ord 83-26 purchase from World Seafood	
Area: 0.18 acres	Parcel Number: 18103119
Legal Description: HM0940043 T06S R13W S35 TRACT 1-C THE FISHIN HOLE SUB NO 2	
Zoning: Marine Commercial	Wetlands: N/A
Infrastructure: Water, sewer, paved road access	Address: 1114 Freight Dock Road
Leased to: L.H. and Marcia Pierce. Sportsman Supply/RV Expiration: April 1, 2038. No options remain.	
Finance Dept. Code: 400.600.4650	



Designated Use: Leased Lands

Acquisition History:

Area: 0.32 acres

Parcel Number: 18103240

Legal Description: Homer Spit No 5 Lot 21

Zoning: Marine Industrial

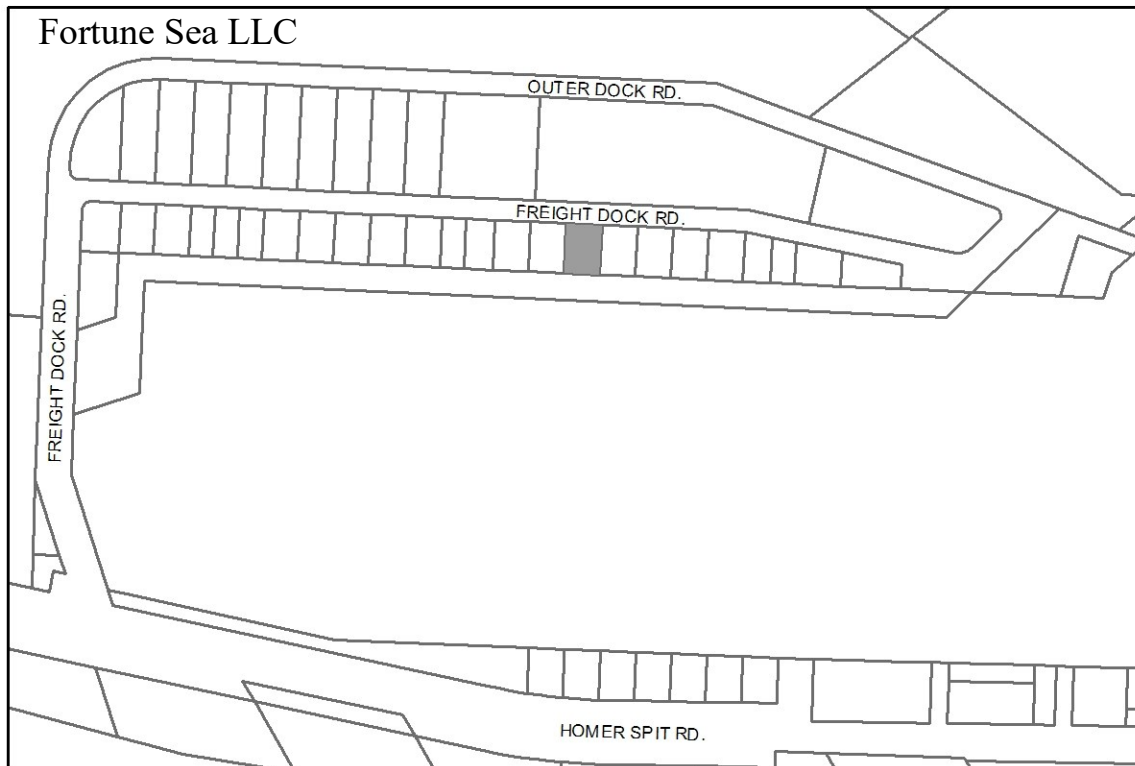
Wetlands: N/A

Infrastructure: Water, sewer, paved road access

Address: 4323 Freight Dock Road

Leased to: Seldovia Bay Ferry, LLC
Resolution 10-41. Expiration May 31, 2030, two 5 year options

Finance Dept. Code: 400.600.4650



Designated Use: Leased Lands
Acquisition History:

Area: 0.32 acres

Parcel Number: 18103238

Legal Description: Homer Spit No 5 Lot 19

Zoning: Marine Industrial

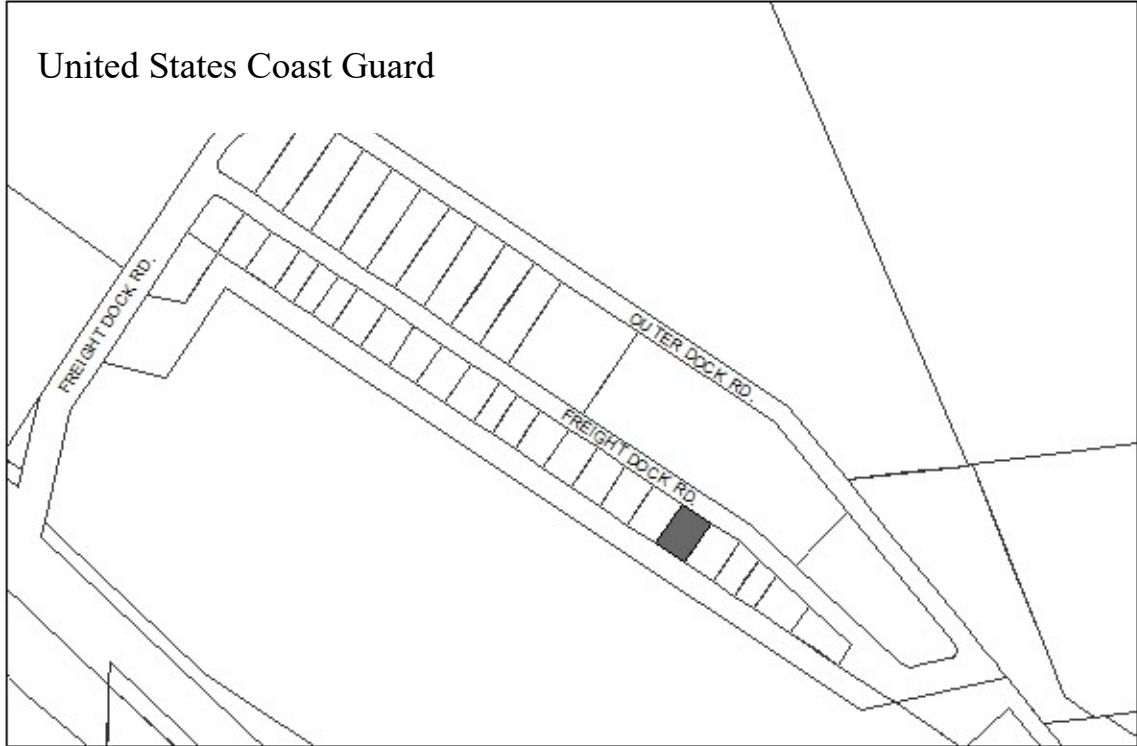
Wetlands: N/A

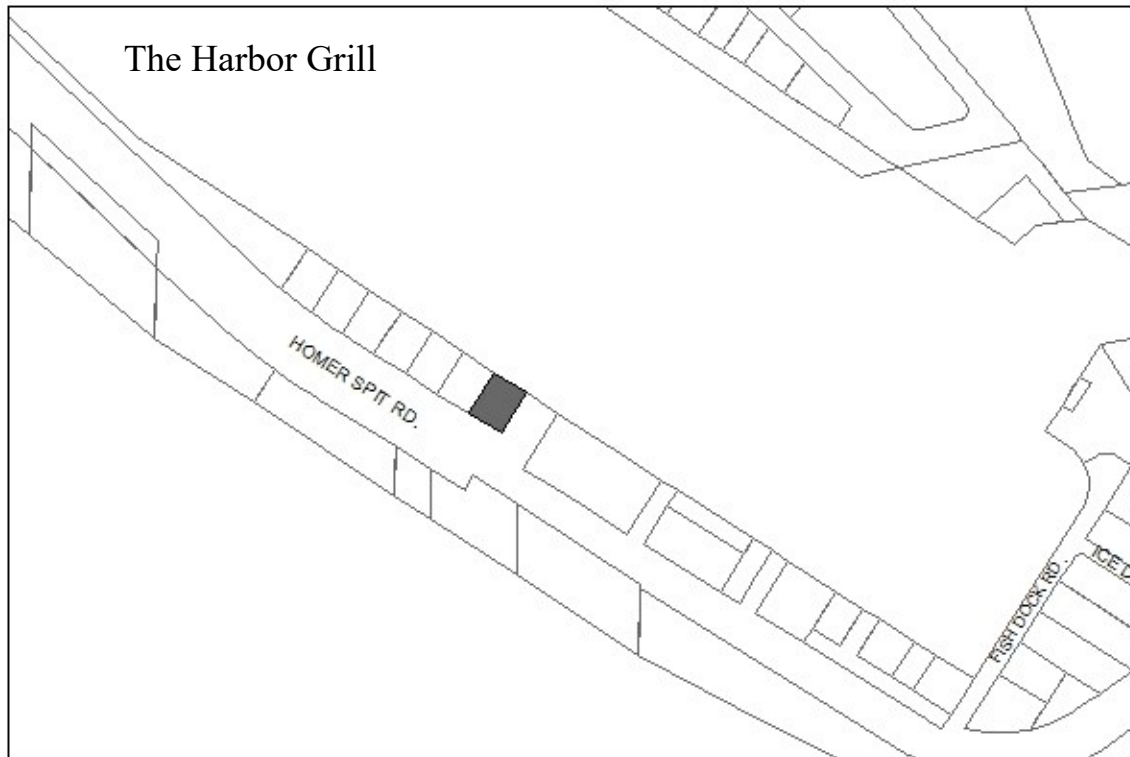
Infrastructure: Water, sewer, paved road access

Address: 4357 Freight Dock Road

Leased to: Fortune Sea, LLC
 Resolution 23-033. Expiration 2031. Eight year lease with two, one year extensions.

Finance Dept. Code: 400.600.4650

 <p style="margin: 0; font-size: 1.2em;">United States Coast Guard</p>	
Designated Use: Leased to USCG Acquisition History:	
Area: 0.34 acres	Parcel Number: 18103218
Legal Description: Homer Spit Four subdivision Lot 2	
Zoning: Marine Industrial	Wetlands: N/A
Infrastructure: Water, sewer, paved road access	Address: 4373 Freight Dock Rd
Leased to: USCG Lease Renewal Options: None Expiration: August 31, 2026	
Finance Dept. Code: 400.062.4631	



Designated Use: Leased Land
Acquisition History:

Area: 12,632 sq ft

Parcel Number: 18103316

Legal Description: HM0890034 T07S R13W S01 HOMER SPIT SUB AMENDED LOT 19

Zoning: Marine Commercial

Wetlands: None

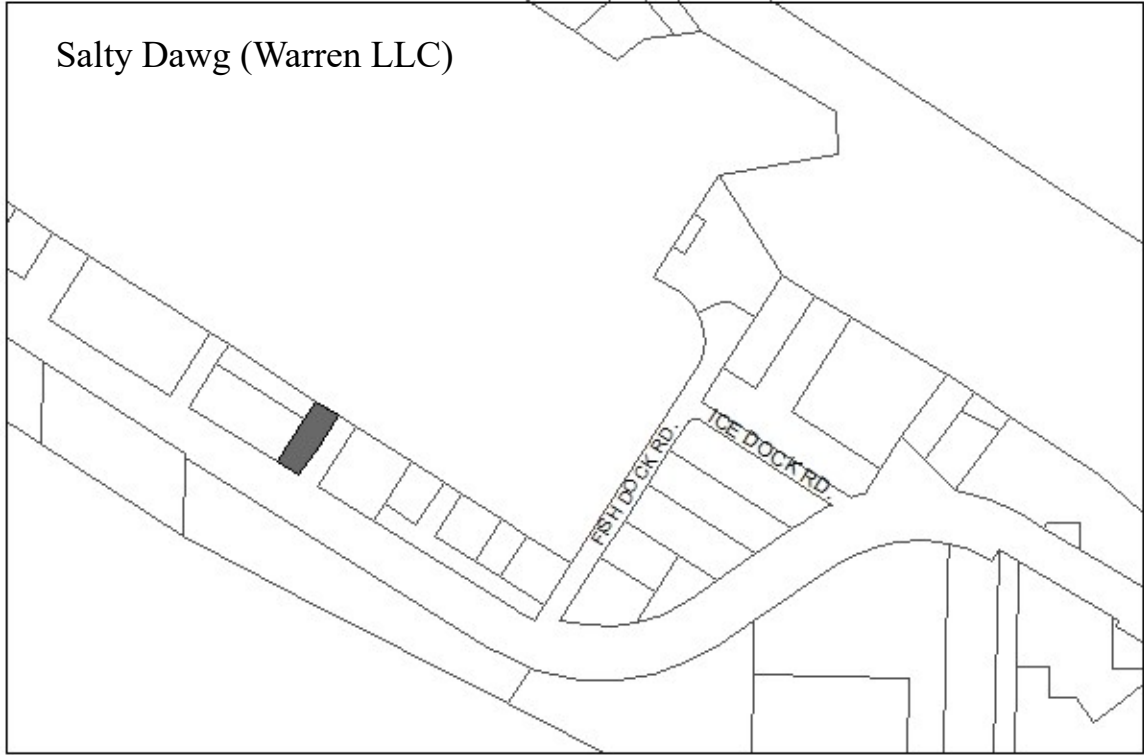
Infrastructure: Paved road, water and sewer

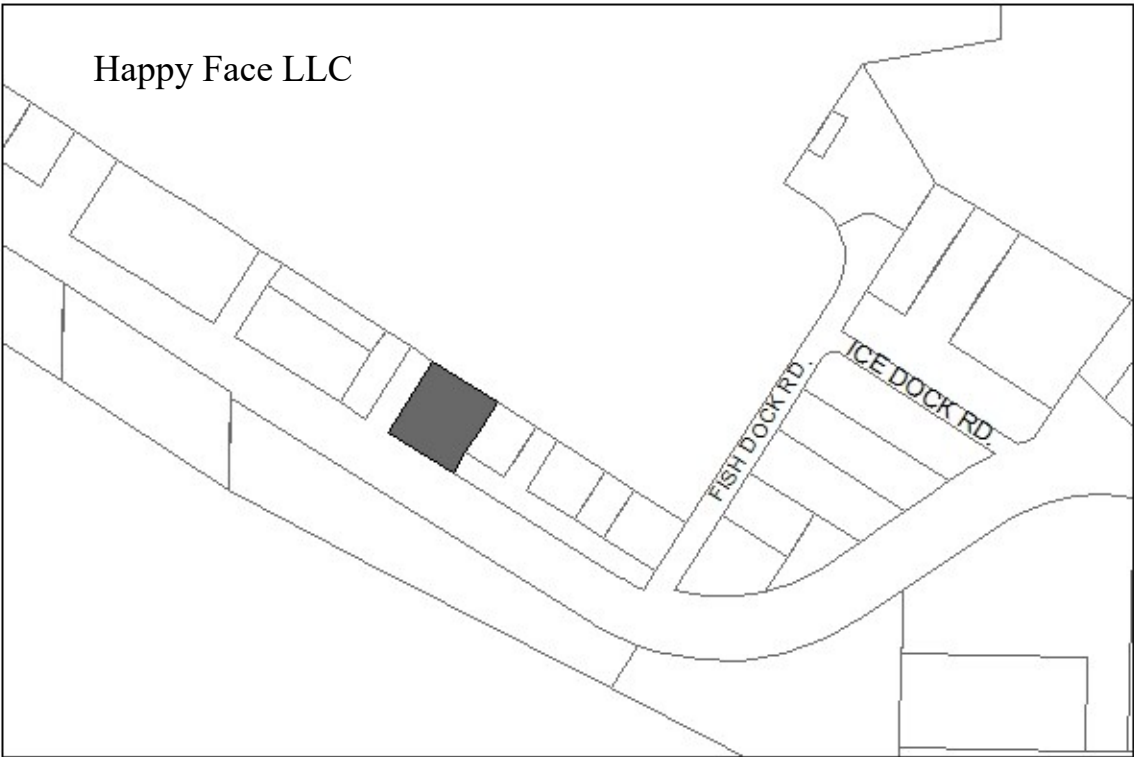
Address: 4262 Homer Spit Road

Leased to: The Harbor Grill

Expiration: Lease expires 2/1/2036, with two 5-year options.

Finance Dept. Code: 400.600.4650

<p>Salty Dawg (Warren LLC)</p> 	
<p>Designated Use: Leased Lands Acquisition History:</p>	
<p>Area: 0.23 acres</p>	<p>Parcel Number: 18103309</p>
<p>Legal Description: HM0890034 T07S R13W S01 HOMER SPIT SUB AMENDED LOT 30</p>	
<p>Zoning: Marine Commercial</p>	<p>Wetlands: N/A</p>
<p>Infrastructure: Water, sewer, paved road access</p>	<p>Address: 4390 Homer Spit Road</p>
<p>Leased to: Warren LLC Expiration: 10/31/2039. No options.</p>	
<p>Finance Dept. Code: 400.600.4650</p>	



Designated Use: Leased Land
Acquisition History:

Area: 24,639 sq ft (0.57 acres)

Parcel Number: 18103432

Legal Description: HM0890034 T07S R13W S01 HOMER SPIT AMENDED LOT 32

Zoning: Marine Commercial

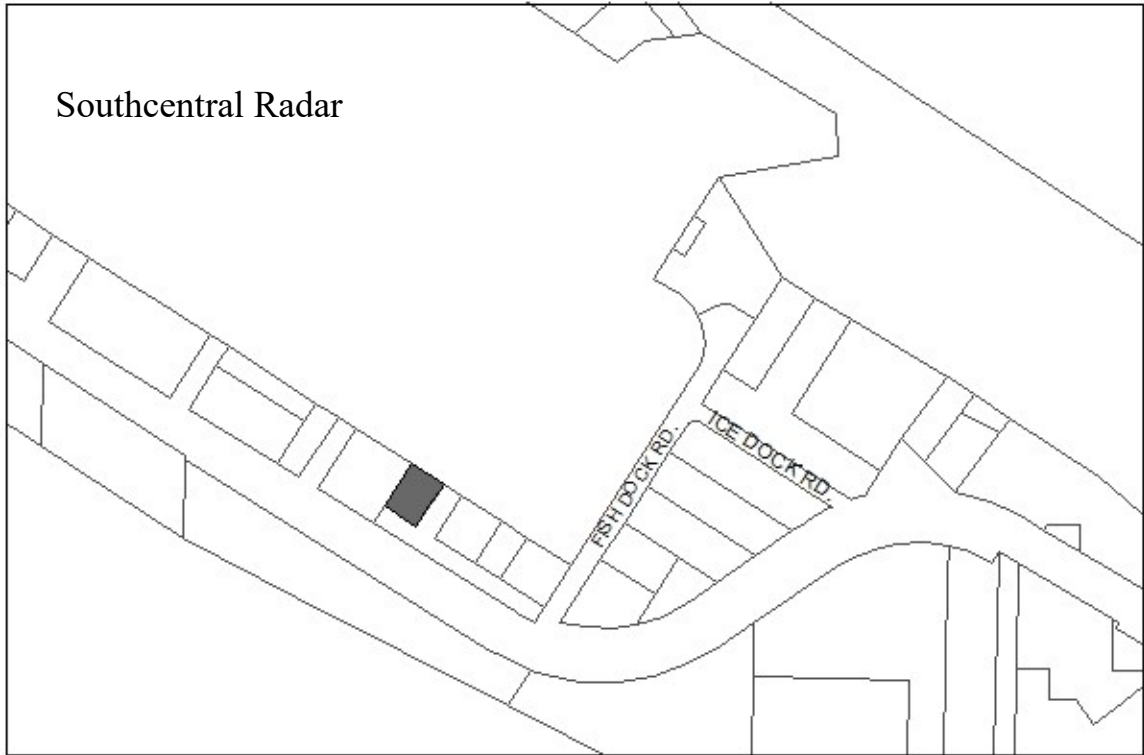
Wetlands: None

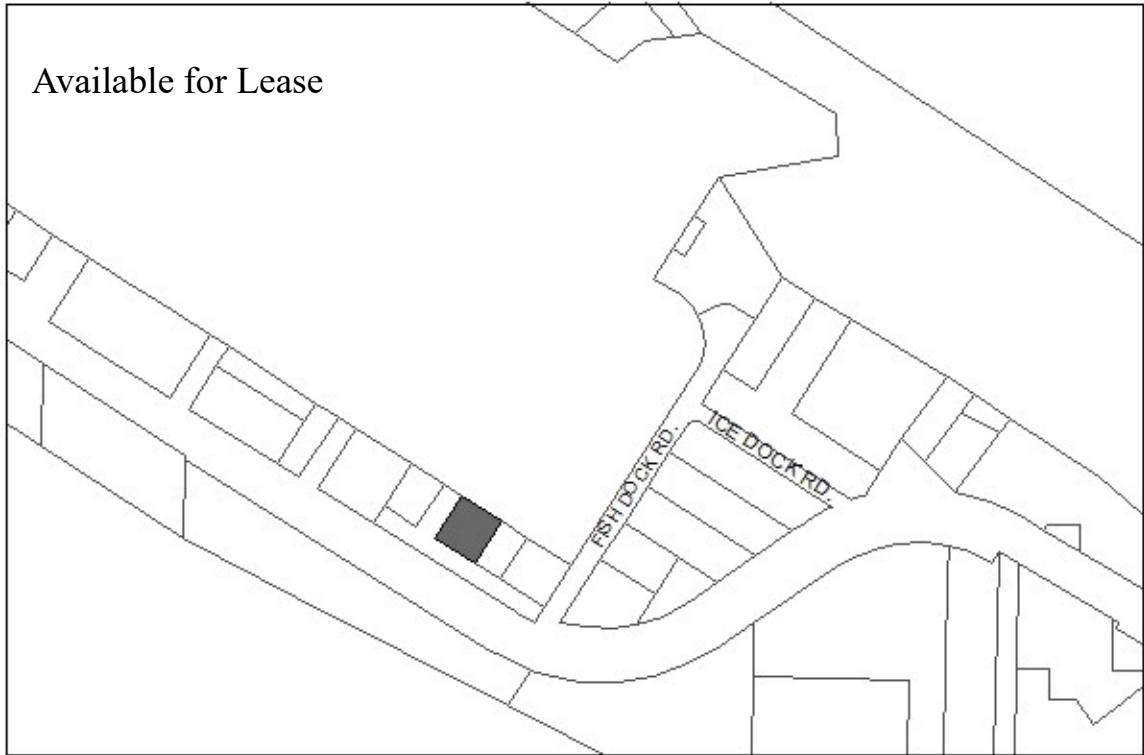
Infrastructure: Paved road, water and sewer.

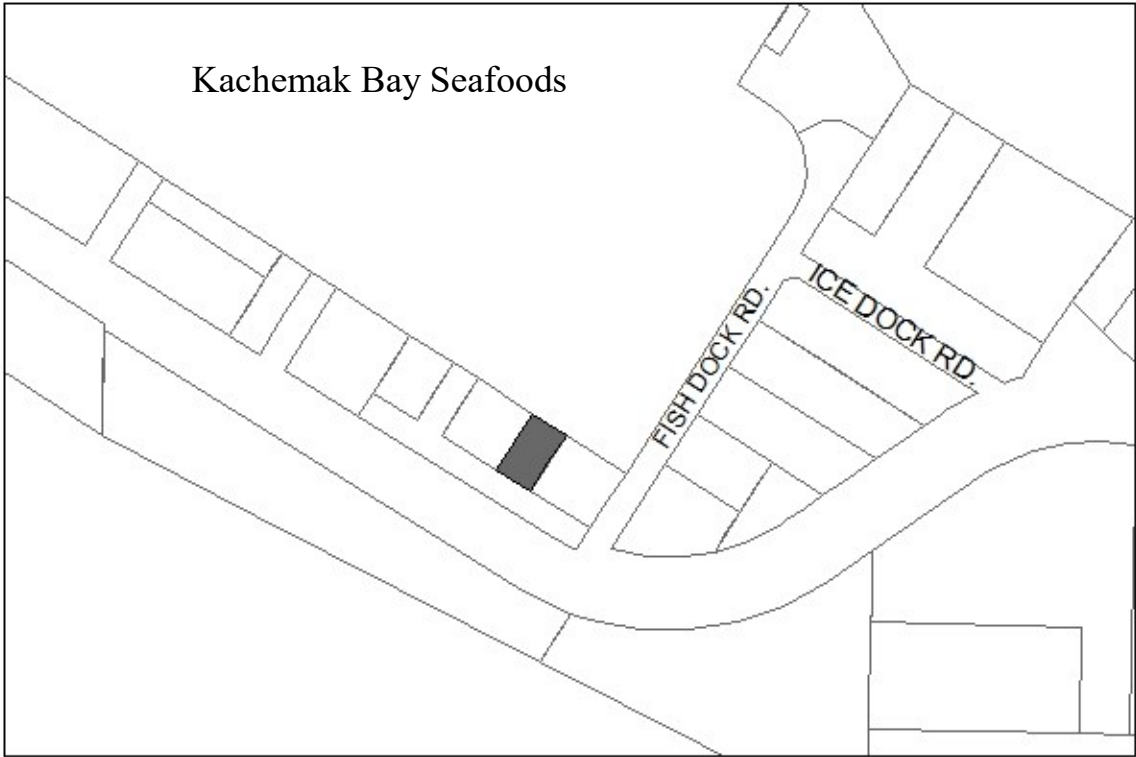
Address: 4400 Homer Spit Road

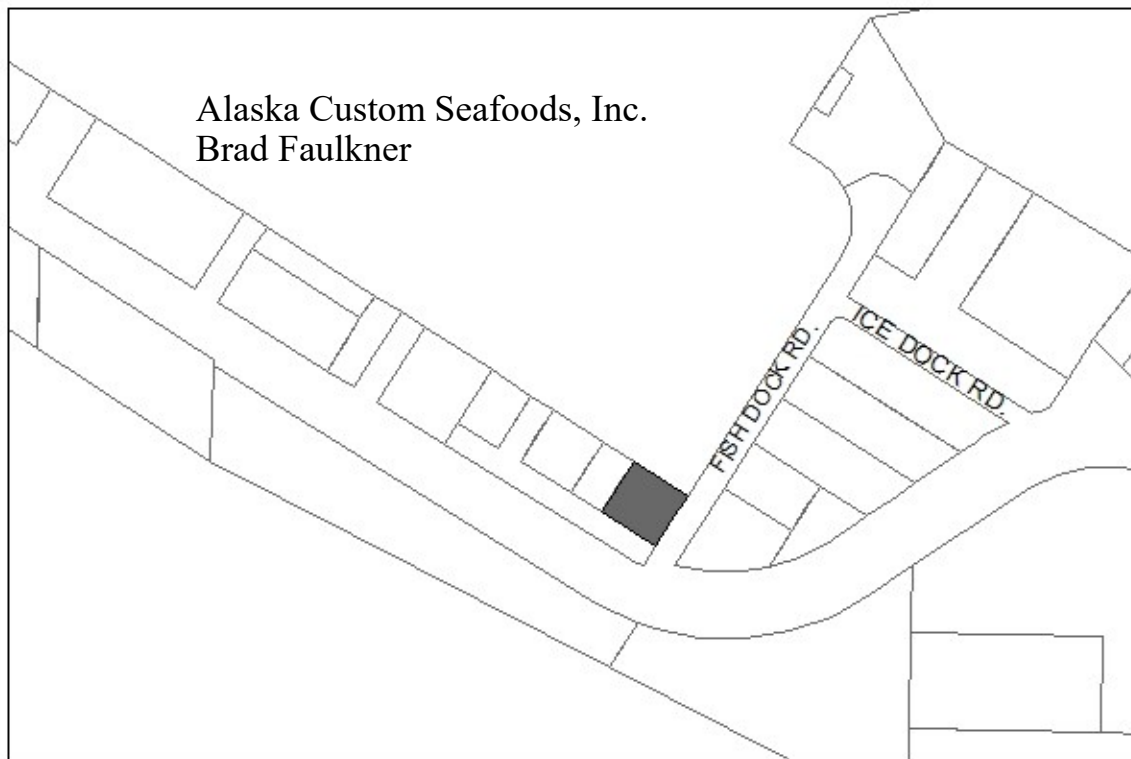
Leased to: Berth II, LLC. Resolution 2024-068, 25-027
Expiration: 2044 with two 5 year options.

Finance Dept. Code: 400.600.4650

	
Designated Use: Leased Land Acquisition History:	
Area: 0.2 acres	Parcel Number: 18103431
Legal Description: HM0920050 T07S R13W S01 HOMER SPIT SUB NO TWO AMD LOT 88-1	
Zoning: Marine Commercial	Wetlands: N/A
Infrastructure: Water, sewer, paved road access	Address: 4406 Homer Spit Road
<p> Leased to: Mark & Laura Zeiset dba South Central Radar. Resolution 2012-086(S) Expiration: 11/1/2032, two additional 5 year renewal options. Resolution 22-056 leased a portion of lot 88-1 for parking. </p>	
Finance Dept. Code: 400.600.4650	

	
Designated Use: Leased Lands Acquisition History:	
Area: 0.29 acres	Parcel Number: 18103442
Legal Description: HM0920050 T07S R13W S01 HOMER SPIT SUB NO TWO AMENDED LOT 88-2	
Zoning: Marine Commercial	Wetlands: N/A
Infrastructure: Water, sewer, paved road access	Address: 4460 Homer Spit Road
Finance Dept. Code: 400.600.4650	

	
Designated Use: Leased Land Acquisition History:	
Area: 7,749 sq ft. (0.18 acres)	Parcel Number: 18103443
Legal Description: HM0920050 T07S R13W S01 HOMER SPIT SUB NO TWO AMENDED LOT 88-3	
Zoning: Marine Commercial	Wetlands: None
Infrastructure: Paved road, water and sewer.	Address: 4470 Homer Spit Road
Leased to: William Sullivan dba Kachemak Bay Seafoods Expiration: 2027, no options.	
Finance Dept. Code: 400.600.4650	



Designated Use: Leased land
Acquisition History:

Area: 0.31 acres, or 13,383 sq ft

Parcel Number: 18103444

Legal Description: HM0920050 T07S R13W S01 HOMER SPIT SUB NO TWO AMENDED LOT 88-4

Zoning: Marine Commercial

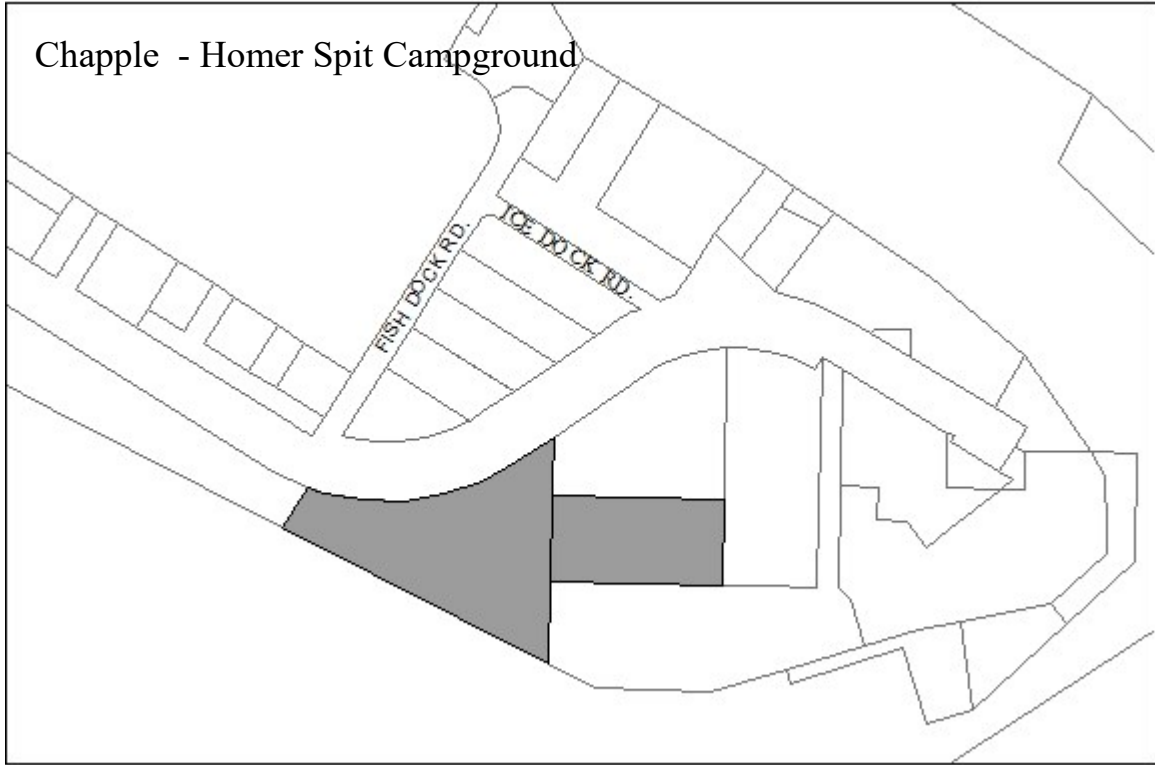
Wetlands: None

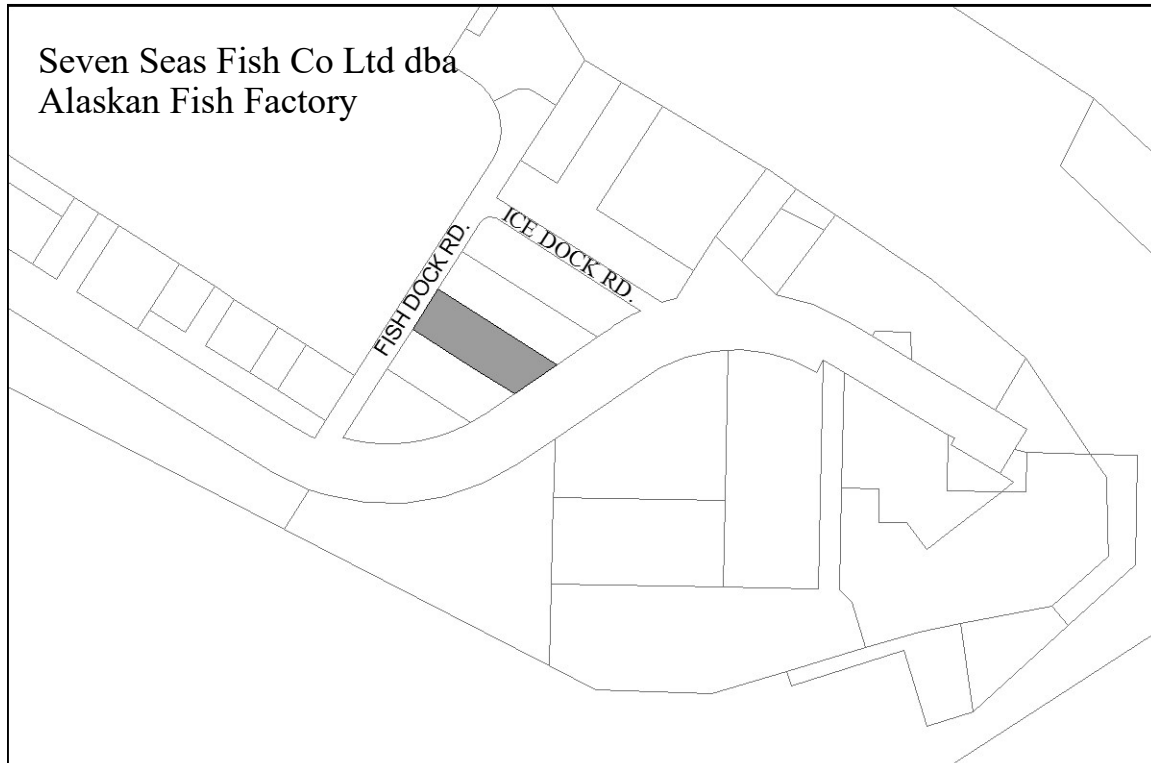
Infrastructure: Paved road, water and sewer.

Address: 4474 Homer Spit Road

Leased to: Brad Faulkner, President, Alaska Custom Seafoods, Inc. Expires 2033, with two 5-year options.

Finance Dept. Code: 400.600.4650

	
Designated Use: Leased Land Acquisition History:	
Area: 192,970 sq ft	Parcel Number: 18103402, 03
Legal Description: HM0890034 T07S R13W S01 HOMER SPIT SUB AMENDED LOT 50. HM0890034 T07S R13W S01 HOMER SPIT SUB AMENDED LOT 49 EXCLUDING THAT PORTION AS PER LICENSE AGREEMENT 205/928.	
Zoning: Marine Industrial	Wetlands: None
Infrastructure: Paved road, water and sewer.	Address: 4535 Homer Spit Road
<p>Leased to: Homer Spit Campground. Resolution 19-069 Expiration: 12/31/2026, two addition 3 year options.</p> <p>A portion is reserved for the Seafarers Memorial. Resolution 96-27.</p>	
Finance Dept. Code: 400.600.4650	



Designated Use: Leased Land
Acquisition History:

Area: 27,470 sq ft (0.63 acres)

Parcel Number: 18103421

Legal Description: HM0900052 T07S R13W S01 CITY OF HOMER PORT INDUSTRIAL NO 3
 LOT 12-A1

Zoning: Marine Industrial

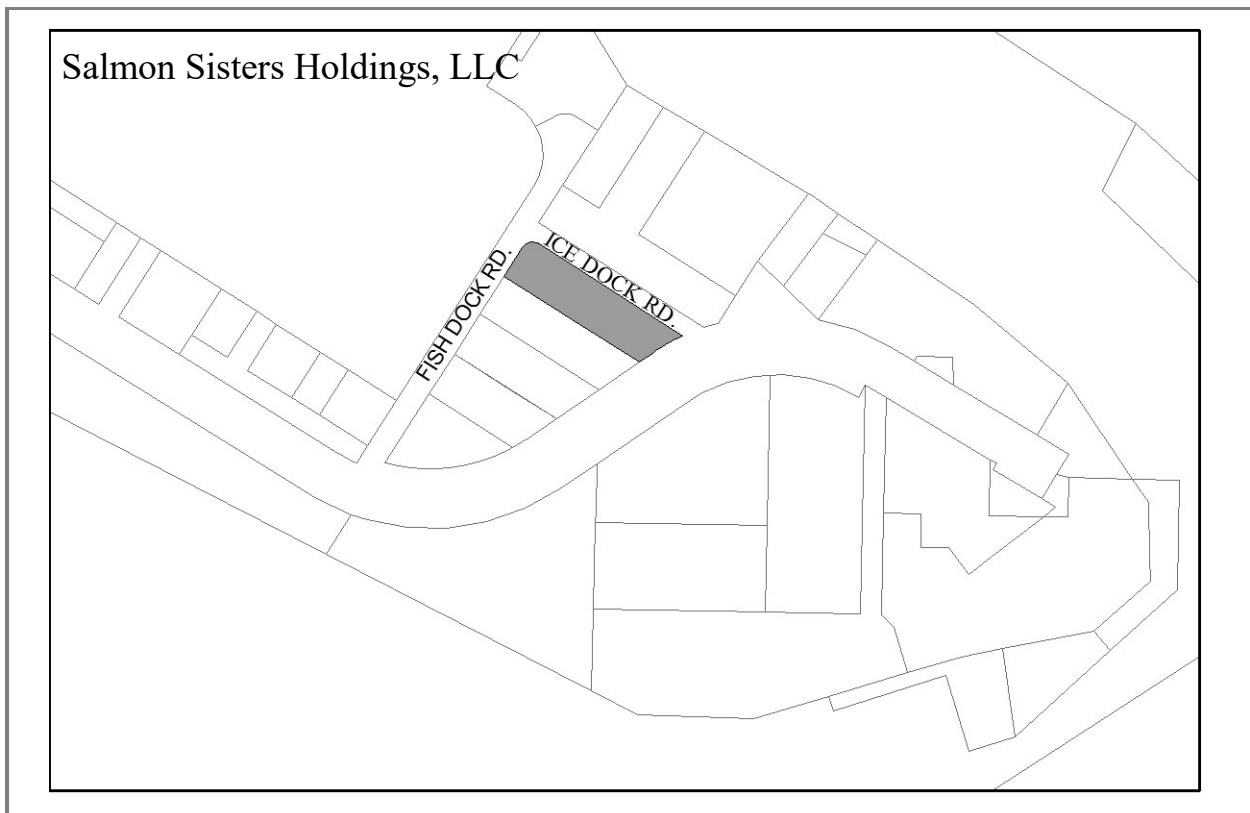
Wetlands: None

Infrastructure: Paved road, water and sewer.

Address: 800 Fish Dock Road

Leased to: Seven Seas Fish Co LTD dba Alaskan Fish Factory Fish Factory, LLC
 Expiration: 12/31/2036 with two 5 year options
 Includes hook up to fish outfall line

Finance Dept. Code: 400.600.4650



Designated Use: Lease land
Acquisition History:

Area: 0.79 Acres

Parcel Number: 18103452

Legal Description: City of Homer Port Industrial No 2 Lot 12C

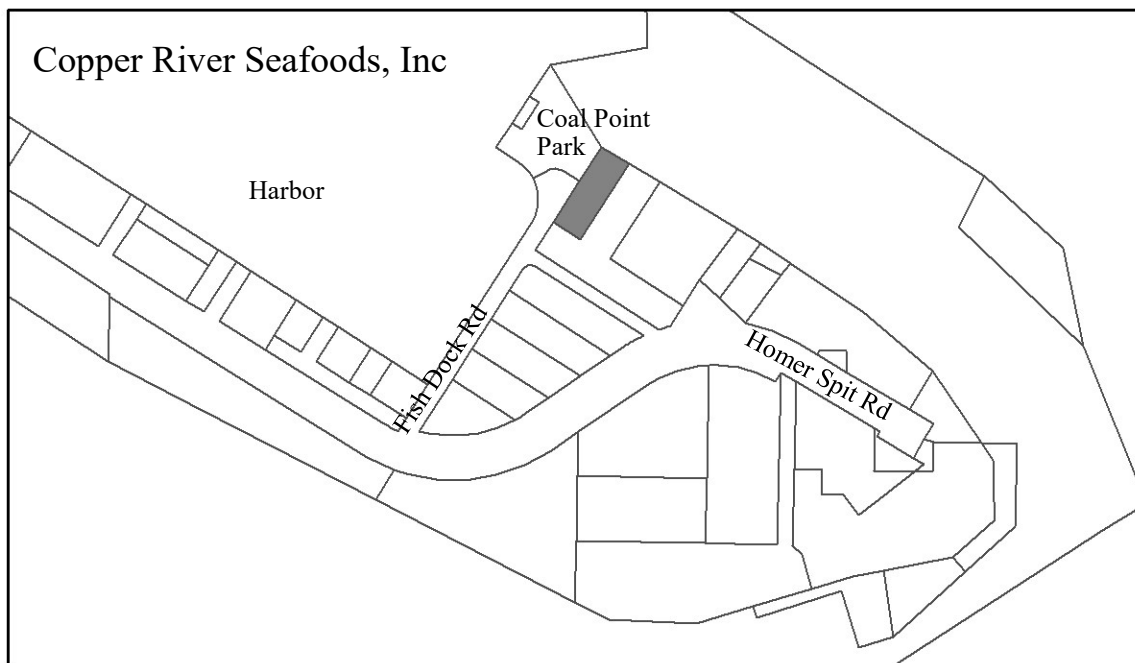
Zoning: Marine Industrial

Infrastructure: Water, sewer, paved road access

Address: 4501 Ice Dock Road

Leased to Salmon Sisters Holding LLC, 2021, 20 yr lease ending 12/31/41 with two five year options.
 Resolution 20-0135
 Includes hook up to fish outfall line

Finance Dept. Code: 400.600.4650



Designated Use: Lease
Acquisition History:

Area: 0.52 acres

Parcel Number: 18103425

Legal Description: City of Homer Port Industrial Subdivision No 2 Lot 13B

Zoning: Marine Industrial

Wetlands: N/A

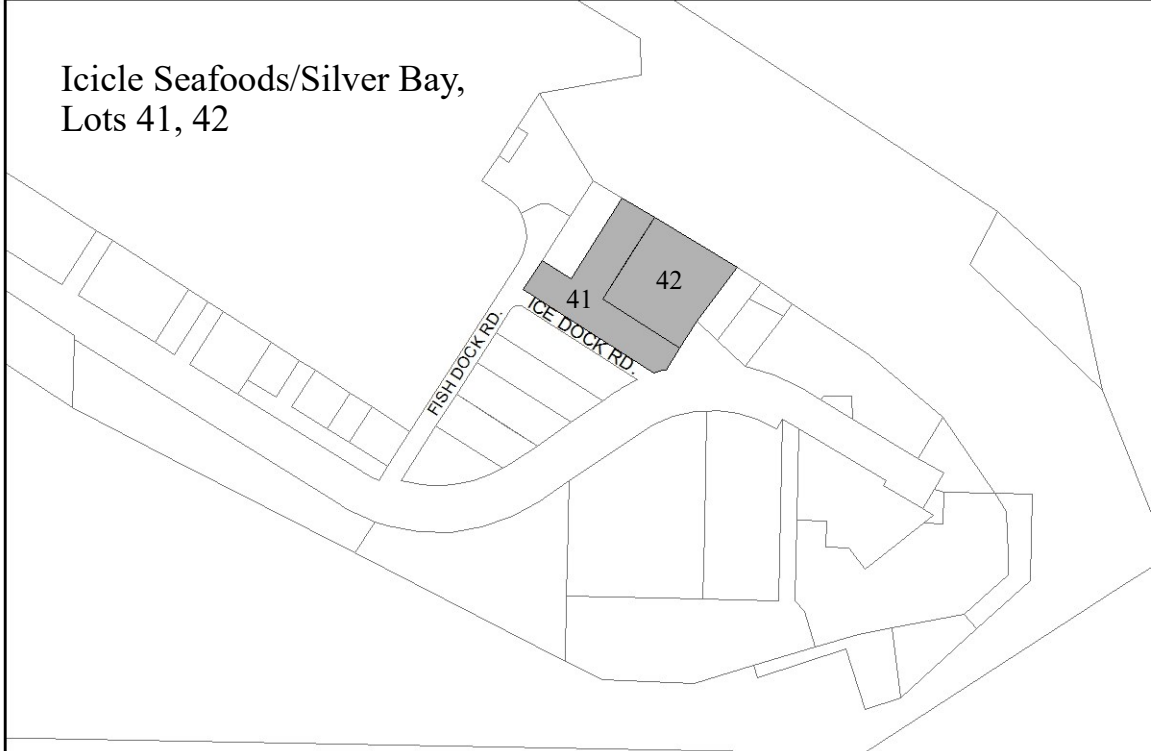
Infrastructure: Water, sewer, paved/gravel road access

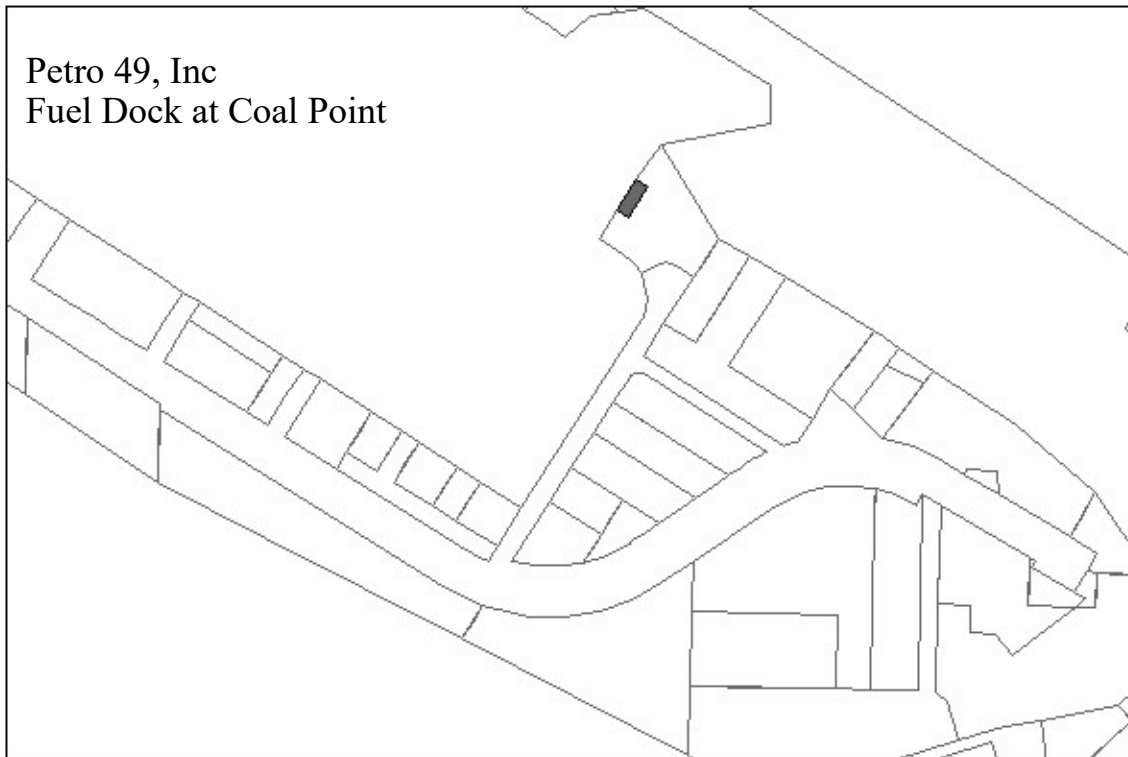
Address: Fish Dock Road

Fisheries use encouraged but not required.

Copper River Seafoods Lease, Resolution 22-028. Lease expires 4/30/2039. with two 5-year options.

Finance Dept. Code: 400.600.4650

 <p>Iccle Seafoods/Silver Bay, Lots 41, 42</p>	
Designated Use: Leased Land Acquisition History: Lot 42, ordinance 17-41	
Area: 2.96 acres	Parcel Number: 18103419, 18103418
Legal Description: HM0890034 T07S R13W S01 HOMER SPIT SUB AMENDED ADL 18009 LOT 41 (ADL 18009) , and Lot 42	
Zoning: Marine Industrial	Wetlands: N/A
Infrastructure: Water, sewer, paved road access	Address: 842 Fish Dock Road
Leased to: Ocean Beauty Icicle, Inc Expiration: 212/31/36 with options two 5-year options. Resolution 17-008, Resolution 20-043	
Finance Dept. Code: 400.600.4650	



Designated Use: Leased Land
Acquisition History:

Area: 0.07 acres

Parcel Number: 18103427

Legal Description: HM0890034 T07S R13W S01 HOMER SPIT SUB AMENDED THAT PORTION OF COAL POINT MONUMENT PARK AS PER LEASE AGREEMENT 187 @ 921

Zoning: Marine Industrial

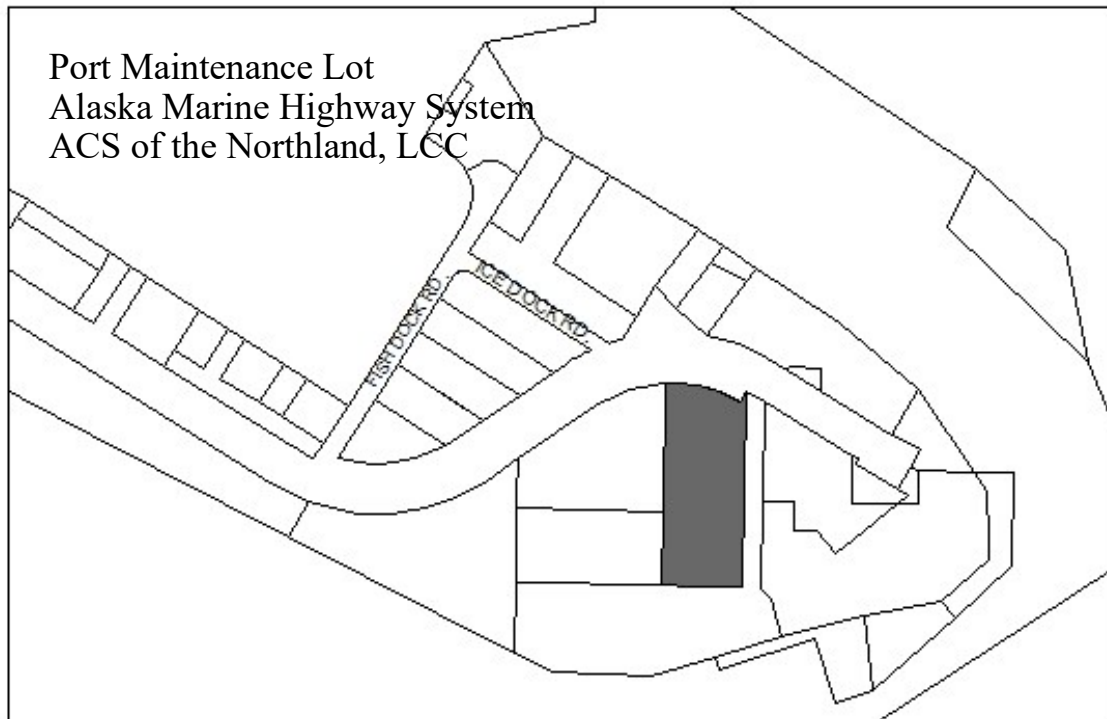
Wetlands: None

Infrastructure: Paved road, water and sewer.

Address: 843 Fish Dock Road

Leased to: Petro 49, expires 11/30/2038 with two 5-year options to renew

Finance Dept. Code: 400.600.4650



Designated Use: Leased Land. Also includes the Port Maintenance Shop, large water tank, and two story office structure.

Acquisition History:

Area: 2.23 acres
(Lease is for a small portion of the lot)

Parcel Number: 18103404

Legal Description: HM0890034 T07S R13W S01 HOMER SPIT SUB AMENDED LOT 48 EXCLUDING THAT PORTION AS PER LICENSE AGREEMENT 190 @ 98

Zoning: Marine Industrial

Wetlands: N/A

Infrastructure: Water, sewer, paved road access

Address: 4667 Homer Spit Road

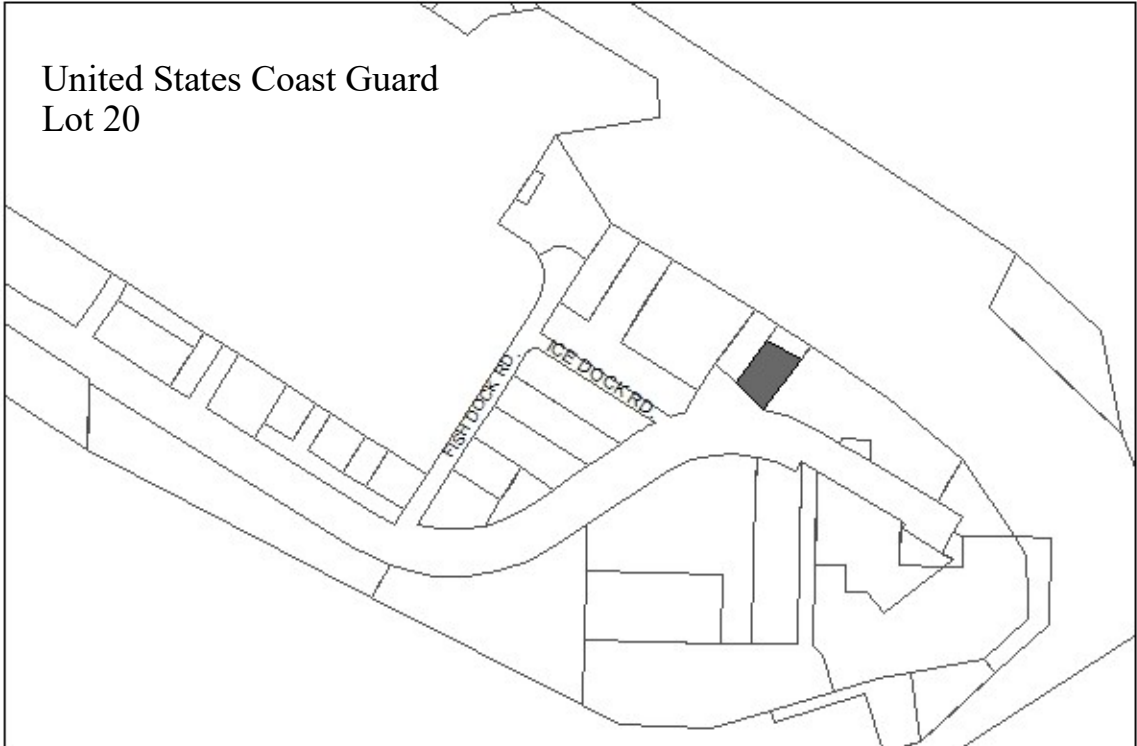
Leased to:

ACS MACTel lease: Expires 10/31/2033 with two additional one year options. (875 sq ft lease)

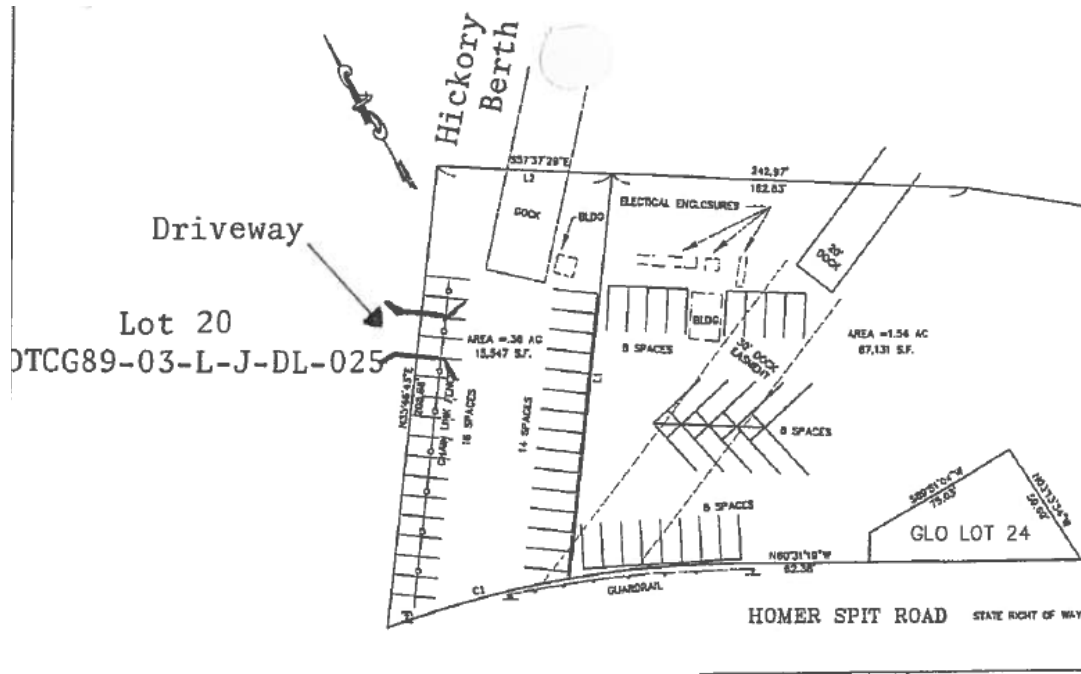
Alaska Marine Highway lease: Alaska Marine Highway System built a warehouse to support ferry operations, summer 2011. Lease expires 4/30/2060. (16,000 sq ft leased). MOA on file regarding ferry terminal and city maintenance shop.

The Port Maintenance Shop is on this lot, and a large water tank, and other accessory structures.

Finance Dept. Code: 400.600.4560

 <p>United States Coast Guard Lot 20</p>	
Designated Use: Lease Acquisition History:	
Area: 0.35 acres	Parcel Number: 18103445
Legal Description: Portion of Government Lot 20	
Zoning: Marine Industrial	Wetlands: N/A
Infrastructure: Water, sewer, paved road access	Address: 4688 Homer Spit Road
Leased to: US Coast Guard. Resolution 15-009 approved an additional 20 year lease ending 9/30/2043	
Finance Dept. Code: 400.0602.4631	

Aspen Lease

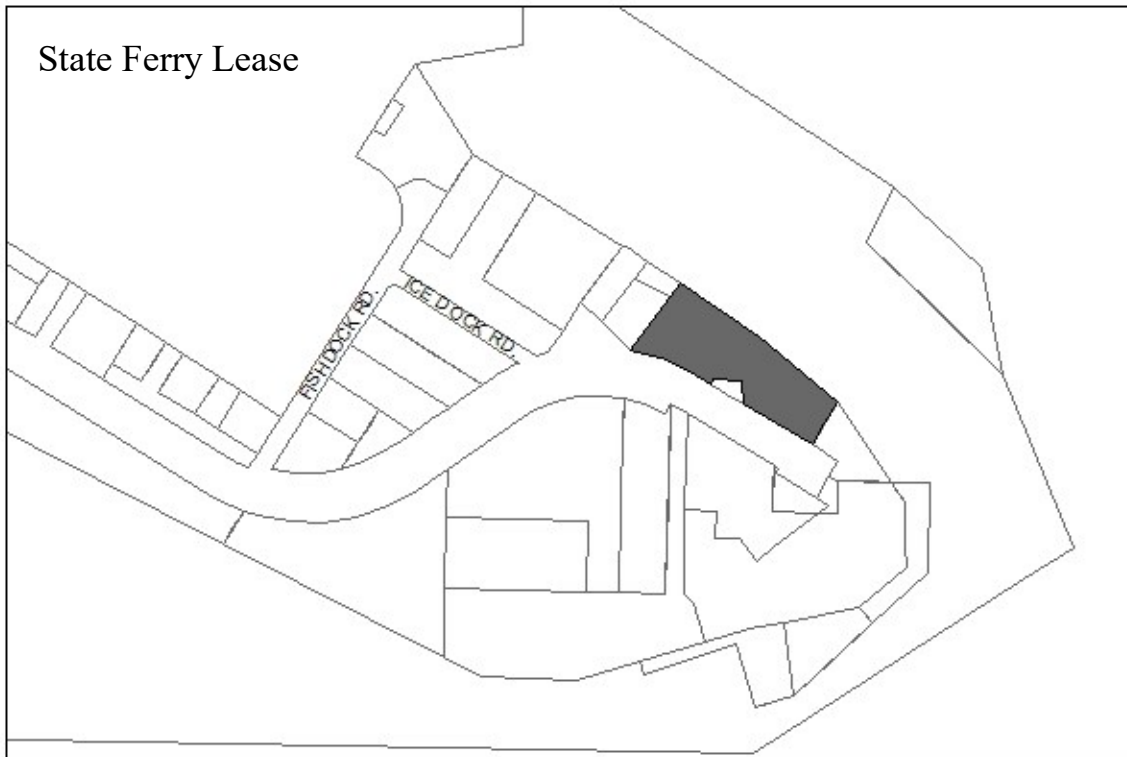


See page B-25. This lease is a portion of the Pioneer Dock.

West trestle of the Pioneer Dock, for mooring and parking on west trestle and Lot 45A.

Leased to: Coast Guard. Expiration September 30, 2022. DTCH89-03-L-J-DL-034. Now month to month, working through federal level, to work out a new long term lease.

Finance Dept. Code: 400.0602.4631



Designated Use: Ferry Terminal and Staging

Acquisition History: Quitclaim Deed to KPPUDIST #1 2/18/64: Orig Cert filed between KPPUD and BLM for Harbor use for 25 years on 7/29/55.

Area: 1.83 acres or 79,799 sq ft

Parcel Number: 18103447

Legal Description: HM0930049 T07S R13W S01 HOMER SPIT SUB NO 6 VELMA'S ADDN LOT 45-A

Zoning: Marine Industrial

Wetlands: None

Infrastructure: Paved road, water and sewer.

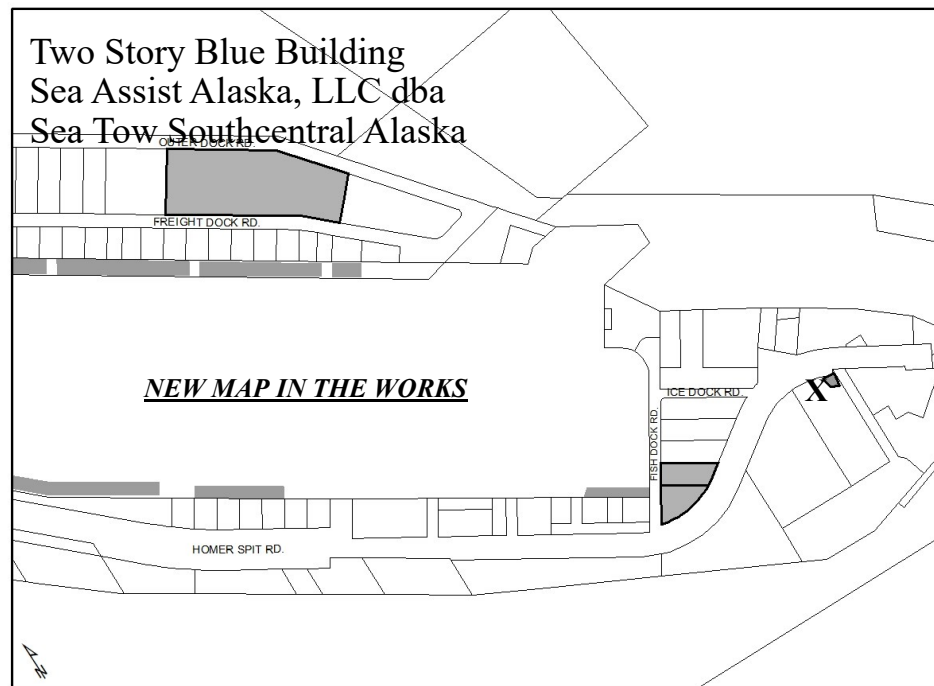
Address: 4690 Homer Spit Road

Leased to: Alaska Marine Highway

Expiration: April 30, 2060

MOA on file regarding ferry terminal and city maintenance shop.

Finance Dept. Code:



Designated Use: Leased Lands

Acquisition History:

Area: 1.05 acres (0.52 and 0.53 acres)

Parcel Number: 18103477, 78

2019 Assessed Value: Land value \$325,700

Legal Description: T 7S R 13W SEC 1 SEWARD MERIDIAN HM 2007136 HOMER SPIT REPLAT 2006 LOT 9-A and 10A

Zoning: Marine Industrial

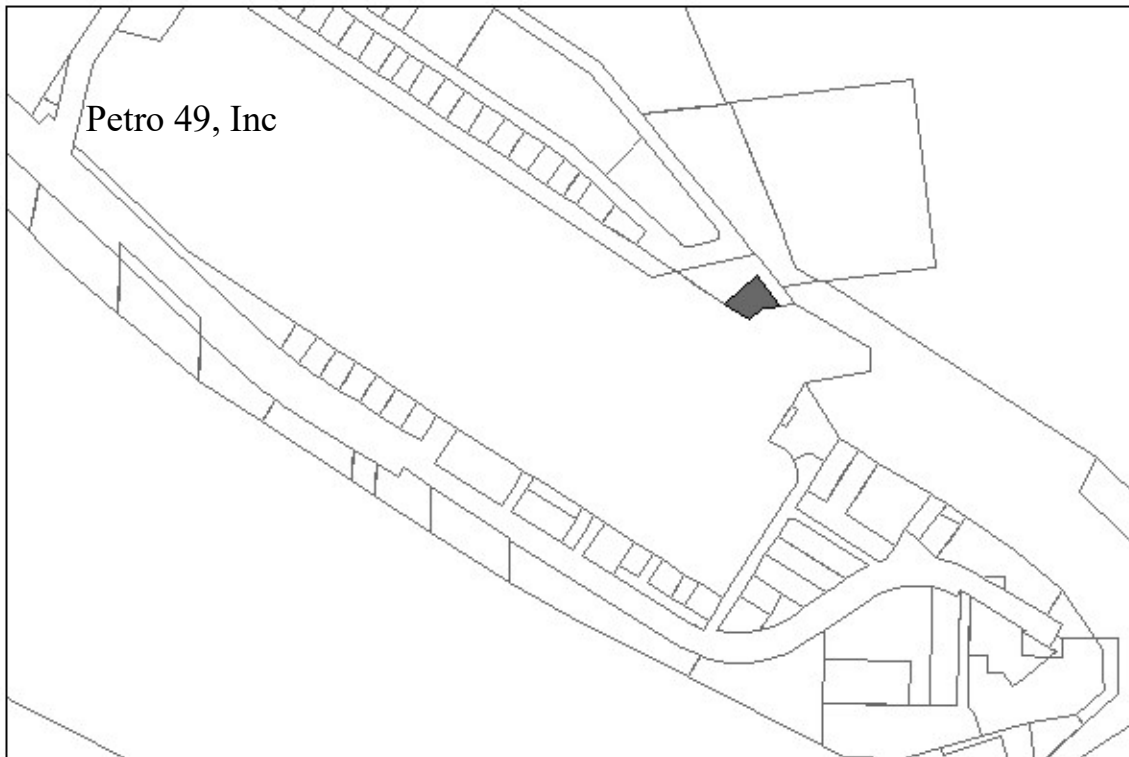
Infrastructure: Water, sewer, natural gas, paved road access

Address: 4667 Homer Spit Road

Leased to Homer Sea Tow, Resolution 20-036, expiration 3/31/2025. One year extension to 3/31/26

The lower level of the building contains a large water pump that is part of the city water infrastructure and not available for lease.

Finance Dept. Code:



Designated Use: Leased Land (Fuel tanks for fuel dock)

Acquisition History:

Area: 20,000 sq ft (0.459 acres)

Parcel Number: 18103260

Legal Description: HM0970072 T07S R13W S01 HOMER SPIT NO 6 8-E-1

Zoning: Marine Industrial

Wetlands: None

Infrastructure: Paved road, water and sewer.

Address: 4607 Freight Dock Road

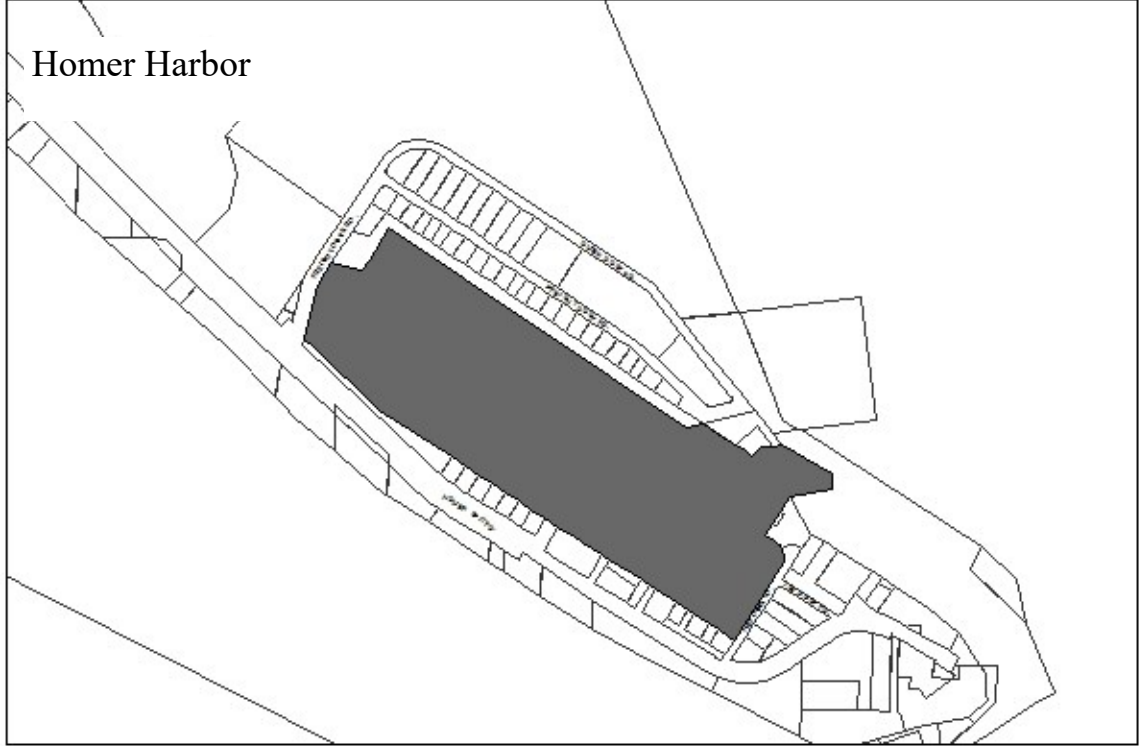
Leased to: Petro 49

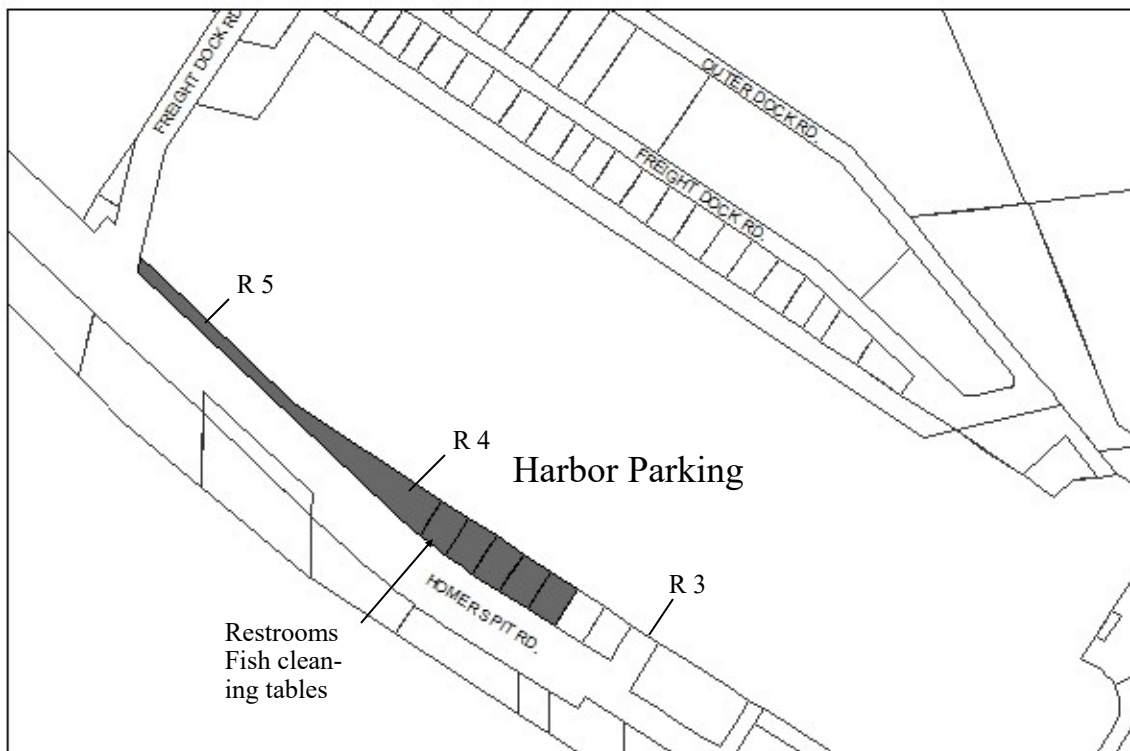
Resolution 16-031(S) 11/30/38 with 2 5-year extensions

Finance Dept. Code: 400.600.4650

Section C

Port Facilities

	
Designated Use: Homer Small Boat Harbor Acquisition History: Reso 99-51 Reconveyed from ACOE	
Area: 72.94	Parcel Number: 18103214
Legal Description: T 6S R 13W SEC 35 T 6S R 13W SEC 36 T 7S R 13W SEC 1 T 7S R 13W SEC 2 HM 0920050 HOMER SPIT SUB NO TWO AMENDED SMALL BOAT HARBOR SEWARD MERIDIAN	
Zoning: Marine Commercial/Small Boat Harbor Overlay	Wetlands: N/A
Infrastructure: floats, road access, water and sewer	
Notes:	
Finance Dept. Code:	



Designated Use: Parking
Acquisition History:

Area: 3.12 acres

Parcel Number: 181033 18-22, 24

Legal Description: T 7S R 13W SEC 1 SEWARD MERIDIAN HM 0890034 HOMER SPIT SUB AMENDED LOT 13-17, HM 0910003 HOMER SPIT SUB NO TWO SEWARD MERIDIAN LOT 12A

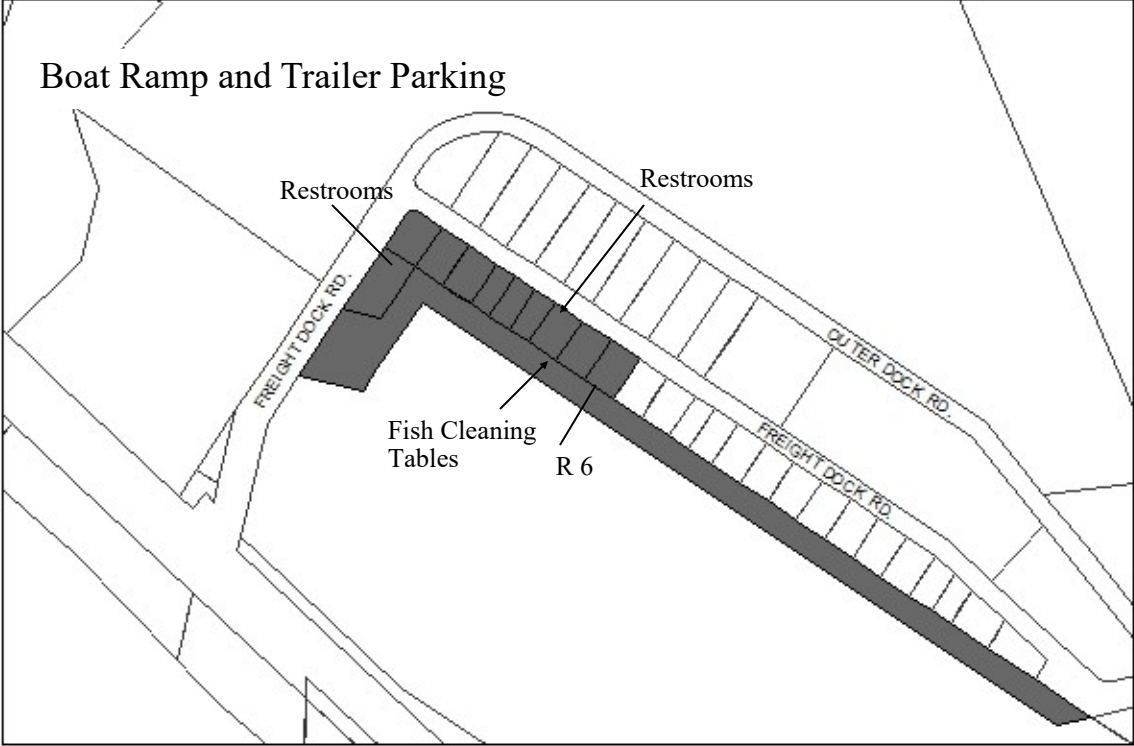
Zoning: Marine Commercial

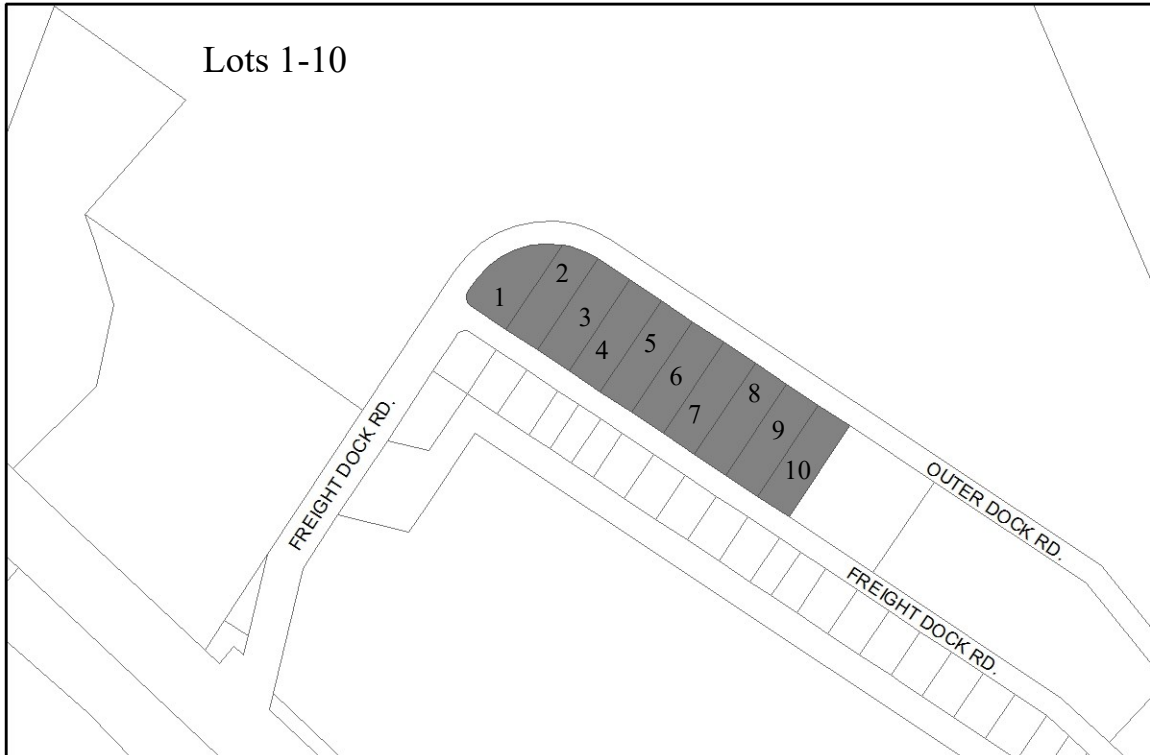
Wetlands: N/A

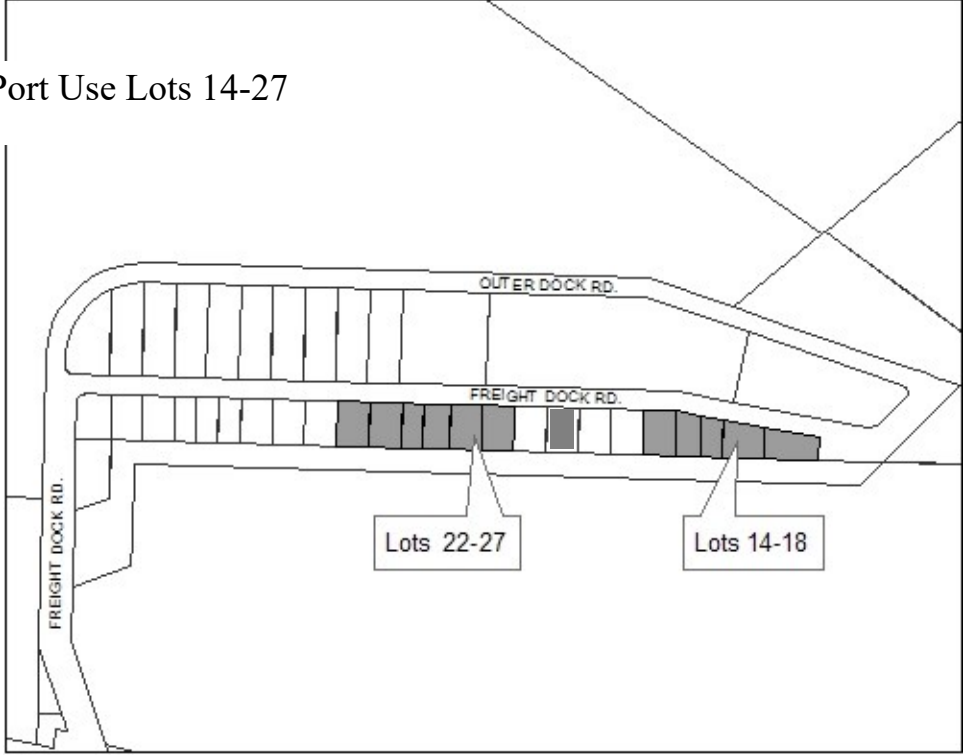
Infrastructure: Paved road, gas, Spit Trail, water and sewer, public restrooms

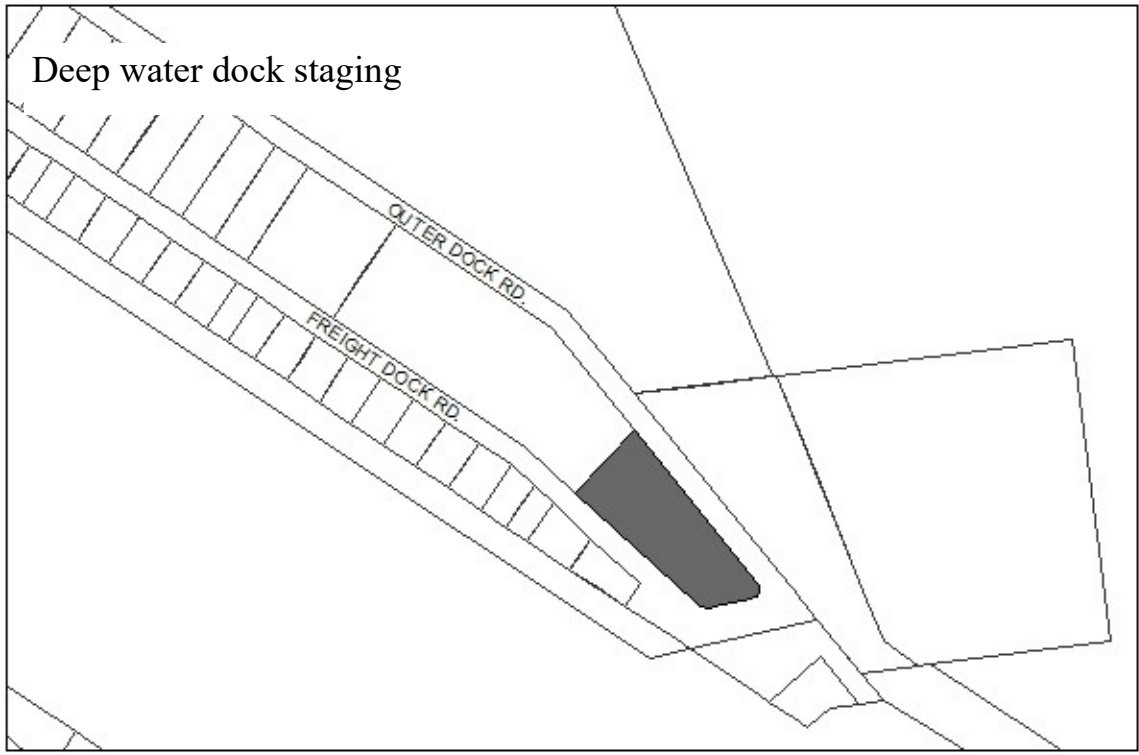
Notes: New restrooms at Ramp 5 constructed 2015/2016

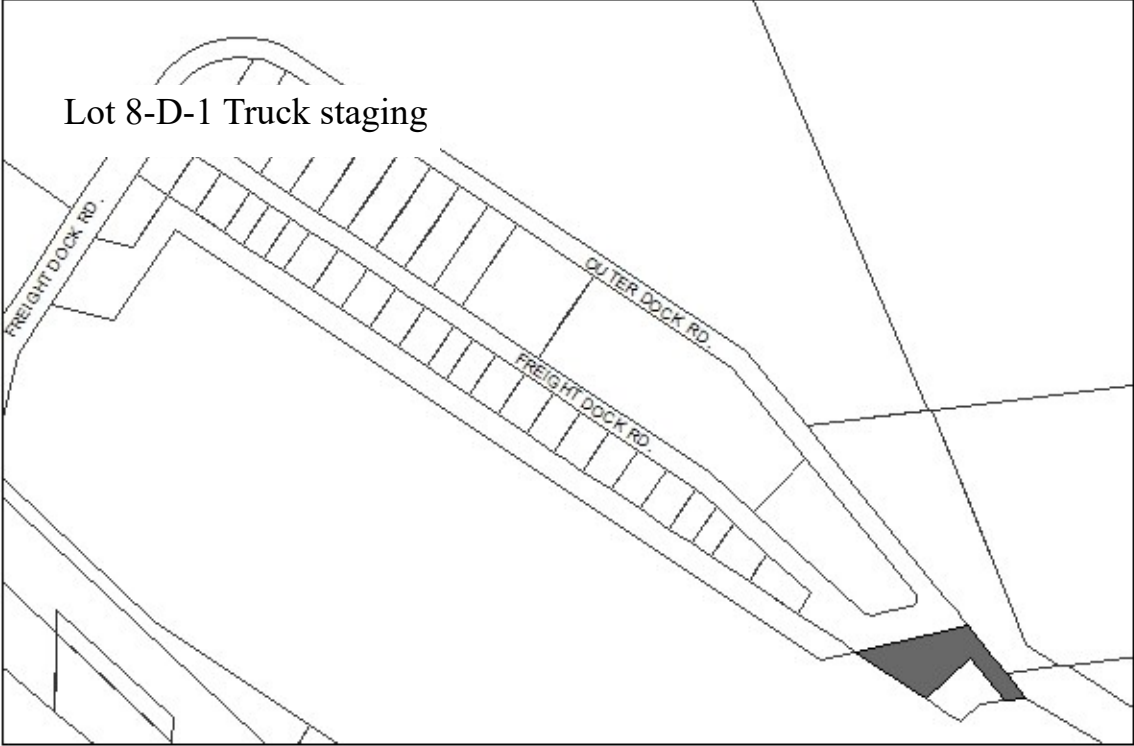
Finance Dept. Code:

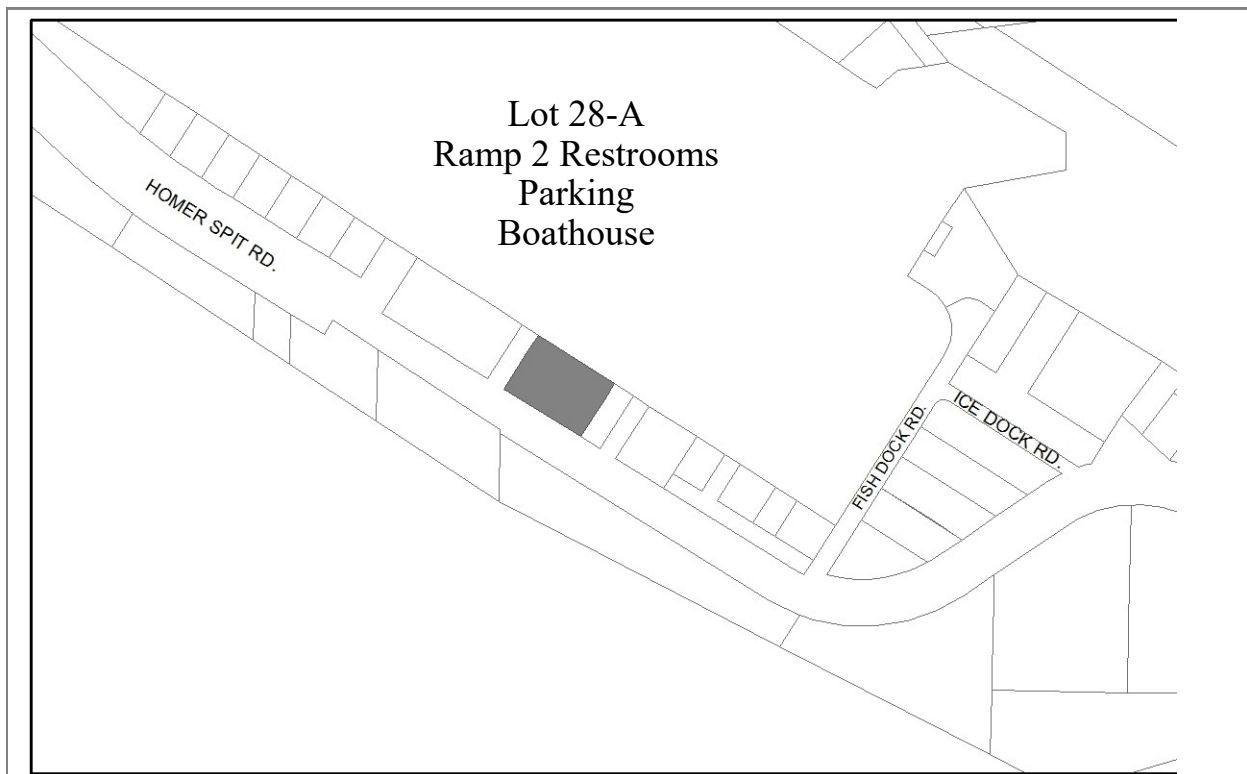
	
Designated Use: Boat ramp and trailer parking Acquisition History:	
Area: 8.32 acres	Parcel Number: 181032 47-58, 18103216
Legal Description: Homer Spit Sub No 5 Lots 28-37, Homer Spit Sub No 2 Amended Lot G-8	
Zoning: Marine Industrial, over slope area is Marine Commercial	Wetlands: N/A
Infrastructure: paved road, gas, water and sewer, public restrooms	
Notes: Includes boat launch (reconstructed in 2016), Spit Trail, boat trailer parking, two public restrooms and over slope area along the harbor. Resolution 2007-51: Lots 14-35, RFP process should be delayed until the master parking plan and over slope development standards and issues are dealt with.	
Finance Dept. Code:	

 <p>Lots 1-10</p>	
Designated Use: Port Use Acquisition History:	
Area: 6.67 acres	Parcel Number: 181032-21,22-29, 31
Legal Description: T 6S R 13W SEC 35 T 6S R 13W SEC 36 HM 0930012 HOMER SPIT SUB NO 5 SEWARD MERIDIAN LOTS 1-10	
Zoning: Marine Industrial	Wetlands: N/A
Infrastructure: paved road, gas, water and sewer, Barge ramp	
Notes: Lots 1,2,3: Summer boat trailer parking Resolution 14-041, Lots 9 and 10 are available for short term lease only	
Finance Dept. Code:	

<p>Port Use Lots 14-27</p>  <p>The map shows a waterfront area with two main roads: 'OUTER DOCK RD.' running horizontally and 'FREIGHT DOCK RD.' running vertically on the left. A series of lots are shown along the waterfront. A group of lots is shaded and labeled 'Lots 22-27', and another group is shaded and labeled 'Lots 14-18'. The title 'Port Use Lots 14-27' is at the top left of the map area.</p>	
<p>Designated Use: Port Use Acquisition History:</p>	
<p>Area: 3.16 acres</p>	<p>Parcel Number: 18103233-37, 41-46</p>
<p>Legal Description: Homer Spit No 5 Lots 14-18, 22-27</p>	
<p>Zoning: Marine Industrial</p>	<p>Wetlands: N/A</p>
<p>Infrastructure: paved road, gas, Spit Trail, water and sewer</p>	
<p>Notes: Resolution 2007-51: Lots 14-35, RFP process should be delayed until the master parking plan and over slope development standards and issues are dealt with. The harbor office completed in 2015 is on lots 22 and 23.</p>	
<p>Finance Dept. Code:</p>	

	
Designated Use: Deep water dock staging Acquisition History:	
Area: 2.08 acres	Parcel Number: 18103232
Legal Description: T 6S R 13W SEC 36 T 7S R 13W SEC 1 HM 0930012 HOMER SPIT SUB NO 5 SEWARD MERIDIAN LOT 13	
Zoning: Marine Industrial	Wetlands: N/A
Infrastructure: paved road, gas, water and sewer	
Notes: Resolution 2007-51 Lot 13: Continue its current use as gear storage and cargo staging for Deep Water Dock cargo.	
Finance Dept. Code:	

	
Designated Use: Commercial Truck Staging Acquisition History:	
Area: 1.12 acres	Parcel Number: 18103259
Legal Description: T 7S R 13W SEC 1 SEWARD MERIDIAN HM 0970072 HOMER SPIT NO 6 8-D-1	
Zoning: Marine Industrial	Wetlands: N/A
Infrastructure: Gravel road access, water and sewer	
Notes: Resolution 2007-51: Lot 8D1 should be reserved for a marine related business which could include a petroleum products tank farm and a pipeline out to the (expanded) Deep Water Dock. This lot to be RFP's at the appropriate time for this type of marine support activity. 2014 construction of guard shack for Deep Water Dock, restrooms and picnic facility, completion of Spit Trail, and paved the lot for dock staging.	
Finance Dept. Code:	



Designated Use: Parking, restrooms and boathouse (Reso 16-043)

Acquisition History:

Area: 0.93 acres

Parcel Number: 18103397

Legal Description: Homer Spit Subdivision Amended Homer Boathouse Replat Lot 28-A

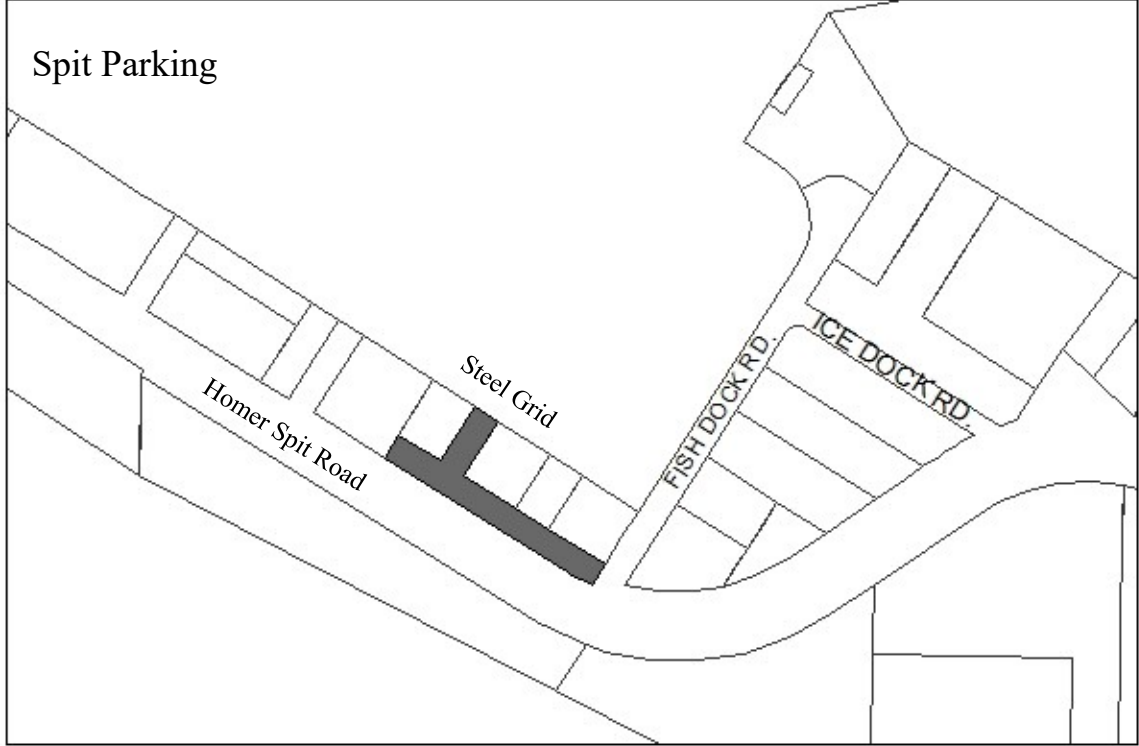
Zoning: Marine Commercial

Infrastructure: Paved road, gas, water and sewer

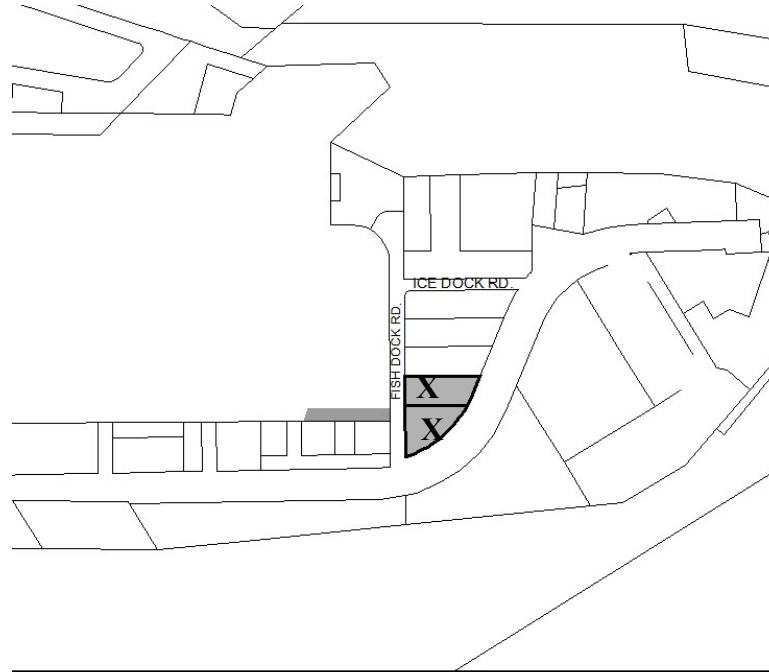
Former site of Harbormaster Office.
Boat house constructed 2017/18 on a portion of the property.

Original Restrooms built in 1974. Property was part of a Land and Water Conservation Fund Grant in 1972, Project #02-00072. Land may be required to remain parkland in perpetuity. New restrooms constructed 2018-2019, LWCF agreement amended.

Finance Dept. Code:

 <p>The map shows a coastal area with several roads: Homer Spit Road running diagonally from the top left towards the bottom right; Steel Grid, a small rectangular area adjacent to Homer Spit Road; Fish Dock Rd. and Ice Dock Rd., which run parallel to each other and meet Homer Spit Road. The area is labeled 'Spit Parking' in the top left corner.</p>	
Designated Use: Parking and Access Acquisition History:	
Area: 0.6 acres	Parcel Number: 18103441
Legal Description: T 7S R 13W SEC 1 SEWARD MERIDIAN HM 0920050 HOMER SPIT SUB NO TWO AMENDED PARKING AND ACCESS AREA	
Zoning: Marine Commercial	Wetlands: N/A
Infrastructure: Paved road	
Notes: Provides parking for adjacent businesses, and harbor access.	
Finance Dept. Code:	

Lots 9A, 10A



Designated Use: Resolution 23-043 Port use for fishery use, short term leases and facility parking
Acquisition History:

Area: 1.05 acres (0.52 and 0.53 acres)

Parcel Number: 18103477, 78

2022 Assessed Value: Land value \$333,500

Legal Description: T 7S R 13W SEC 1 SEWARD MERIDIAN HM 2007136 HOMER SPIT REPLAT 2006 LOT 9-A and 10A

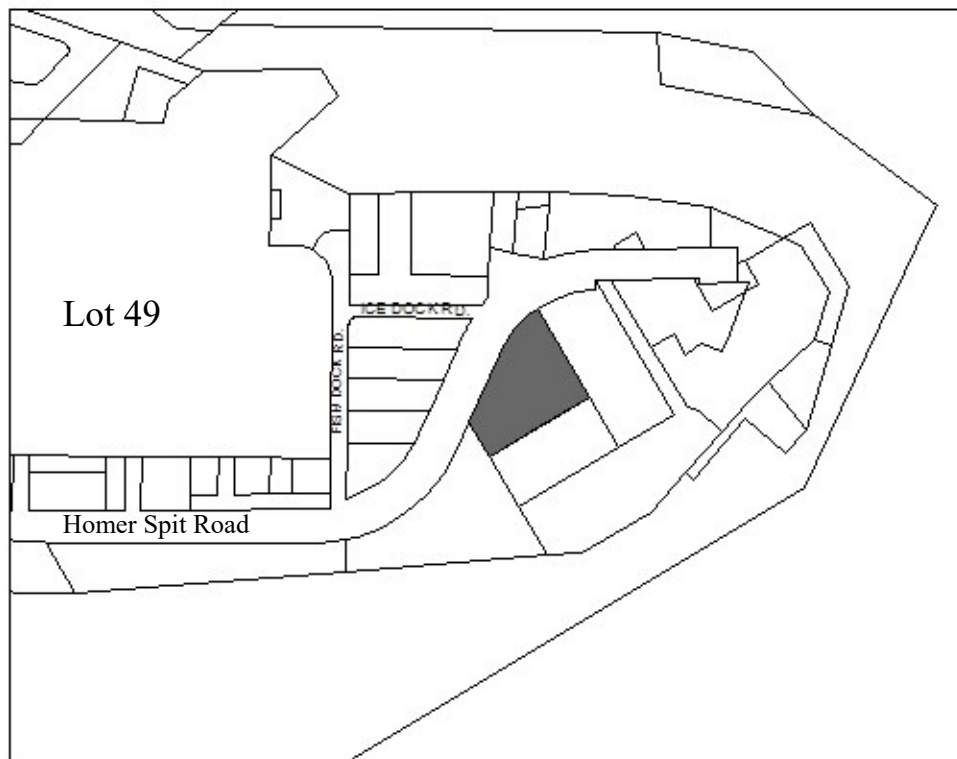
Zoning: Marine Industrial

Infrastructure: Water, sewer, gas, Spit Trail, paved road access

Address:

Prior to a long-term lease the site is appraised. The appraised lease rates for uplands is approximately \$0.90 per square foot, per annum. Lease rates vary; contact Economic Development at 907-435-3119.

Finance Dept. Code:



Designated Use: Main Dock Staging
Acquisition History:

Area: 2 acres

Parcel Number: 18103403

Legal Description: T 7S R 13W SEC 1 SEWARD MERIDIAN HM 0890034 HOMER SPIT SUB AMENDED LOT 49

Zoning: Marine Industrial

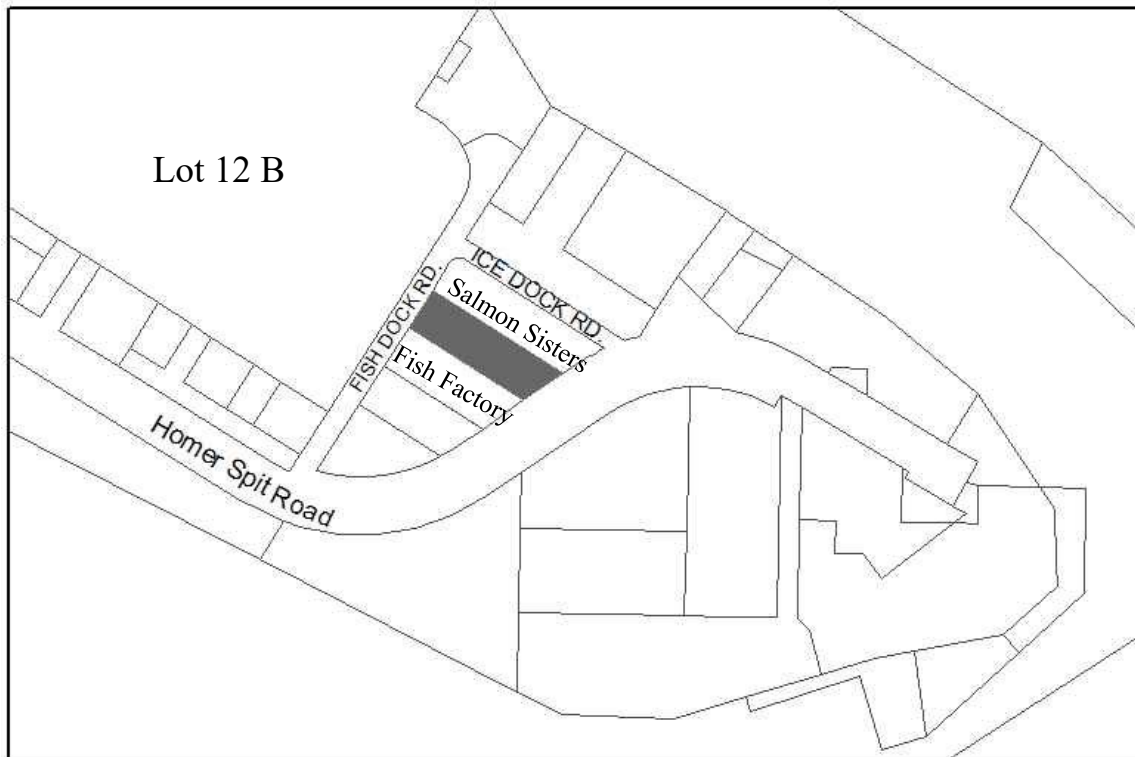
Wetlands: N/A

Infrastructure: Paved road, gas, water and sewer

Notes:

Resolution 2007-51: Continue to use for dredge material dewatering.

Finance Dept. Code:



Designated Use: Leased Lands
Acquisition History:

Area: 0.68 acres

Parcel Number: 18103451

Legal Description: City of Homer Port Industrial Subdivision No 4 Lot 12-B

Zoning: Marine Industrial

Infrastructure: Water, sewer, paved road access

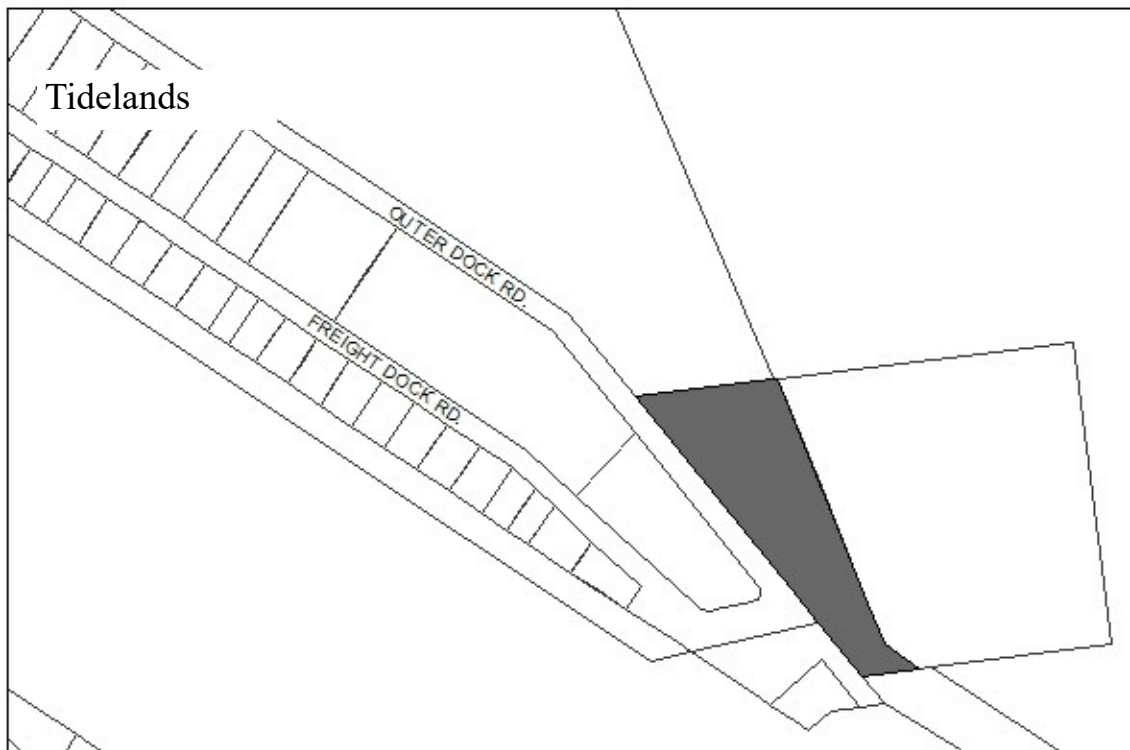
Address:

Parcel has the fish grinder on it, and possibly a short term lease for storage from neighboring business. The whole parcel is not readily available for a long term lease.

Resolution 09-33: Remove Lot 12-B City of Homer Port Industrial Subdivision No 4 from lots that may be leased until the drainage issues are resolved.

Resolution 10-21: Administration is directed to address the drainage problems and usage of this lot.

Finance Dept. Code:



Designated Use: Tidelands
Acquisition History:

Area: 4.19 acres

Parcel Number: 18103213

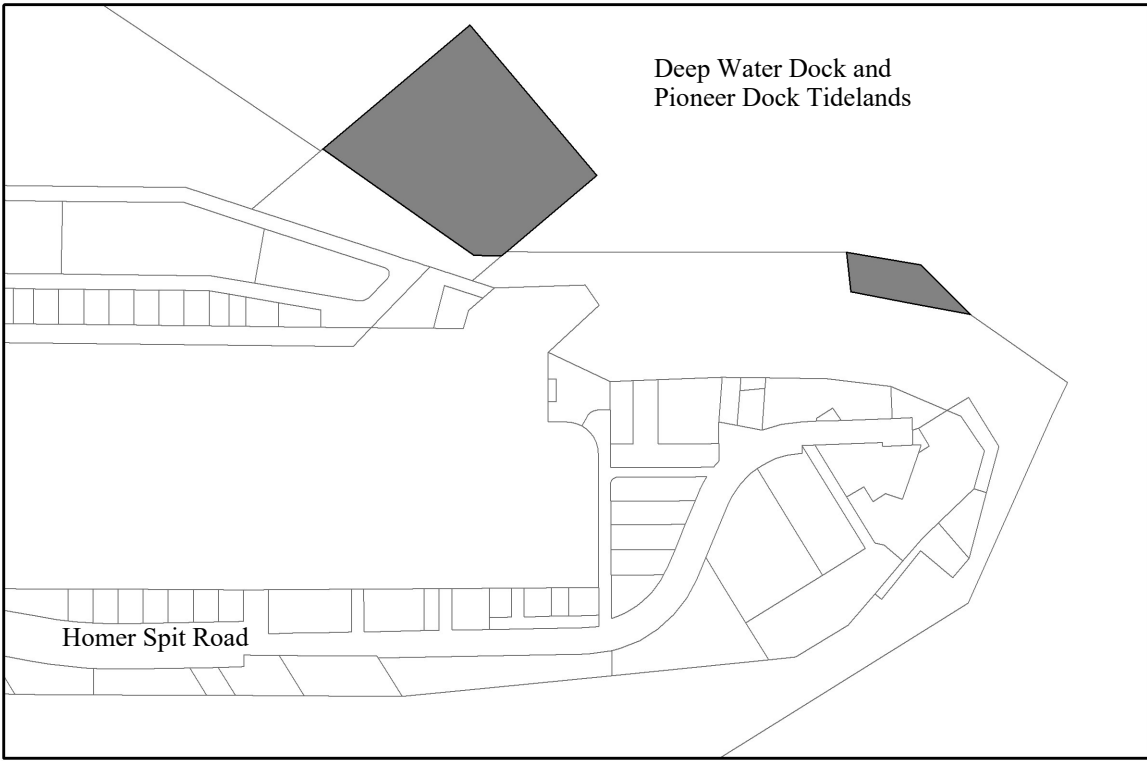
Legal Description: T 6S R 13W SEC 36 T 7S R 13W SEC 1 SEWARD MERIDIAN HM 0920050
 HOMER SPIT SUB NO TWO AMENDED TRACT A

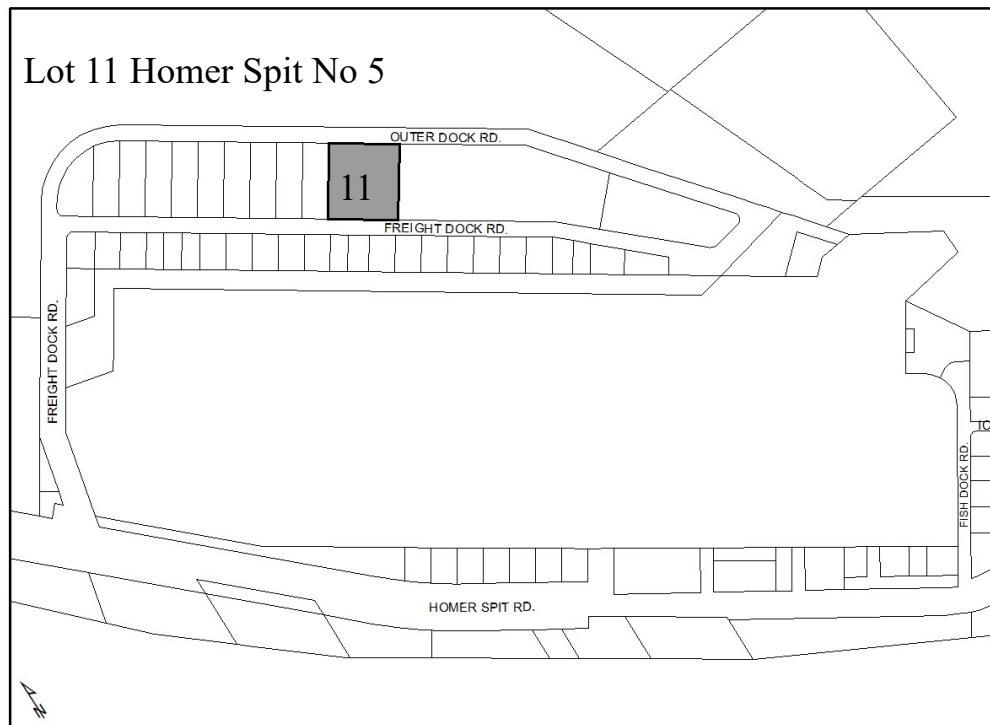
Zoning: Not zoned

Wetlands: Tidelands

Infrastructure:

Finance Dept. Code:

 <p style="margin-top: 10px;">Deep Water Dock and Pioneer Dock Tideland</p> <p style="margin-top: 10px;">Homer Spit Road</p>	
Designated Use: Port and Harbor Use Acquisition History: Resolution 17-81	
Area: 11.91 acres, 1.37 acres	Parcel Number: 18103203, 18107005
Legal Description: ATS 1373 and ATS 1603	
Zoning: Outside city limits	Wetlands: N/A
Infrastructure:	
Notes: Acquired from the State of Alaska	
Finance Dept. Code:	



Designated Use: Port Facility
Acquisition History:

Area: 1.78 acres. A small portion is leased for a telecommunications tower
Parcel Number: 18103230

Legal Description: Homer Spit Subdivision No. 5 Lot 11

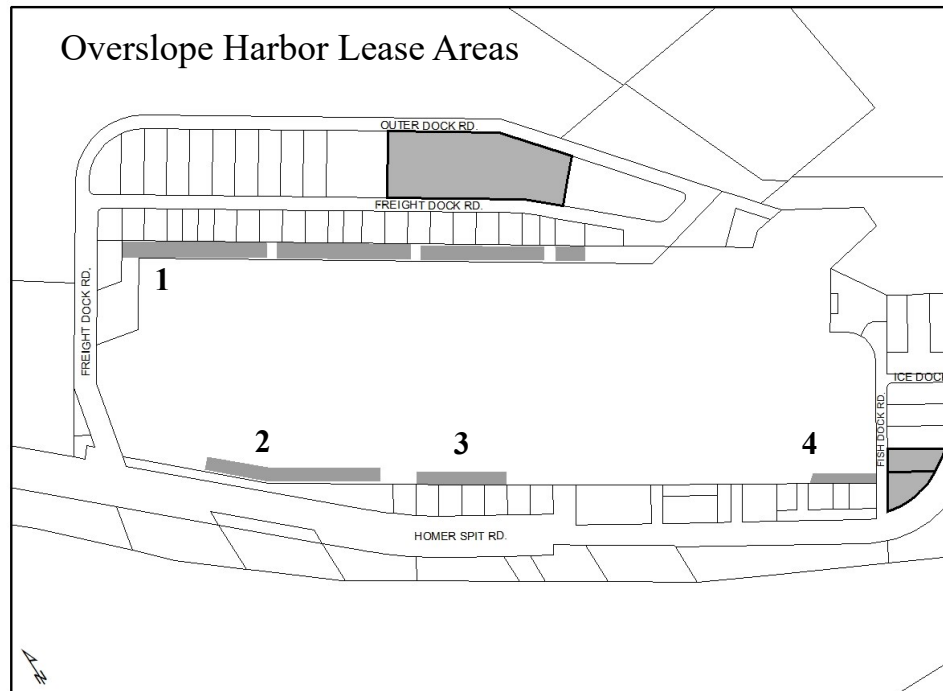
Zoning: Marine Industrial

Infrastructure: Water, sewer, paved road access
Address: 4300 Freight Dock Road

A portion of Lot 11 is under lease for a telecommunications tower. (18103230LH01)

This lot is withheld from long term lease pending the General Investigation Study with ACOE for the Large Vessel Moorage Facility. (Resolution 20-19)

Finance Dept. Code:



Designated Use: Future overslope lease areas 17-33, 23-043

Acquisition History:

Area:

Parcel Number:

2022 Assessed Value:

Legal Description:

Zoning: Marine Commercial and Small Boat Harbor Overlay

Infrastructure: Water, sewer, gas, Spit Trail, paved road access

Address:

Prior to a long-term lease the site is appraised. The appraised lease rates for uplands is approximately \$0.90 per square foot, per annum. Lease rates vary; contact Economic Development at 907-435-3119.

Only area 1 is available for lease; other areas are held as conceptual locations for future overslope development.

Finance Dept. Code:

Section D

City Facilities and Other Lands

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Designated Use:

Area:

Parcel Number:

2015 Assessed Value:

Legal Description:

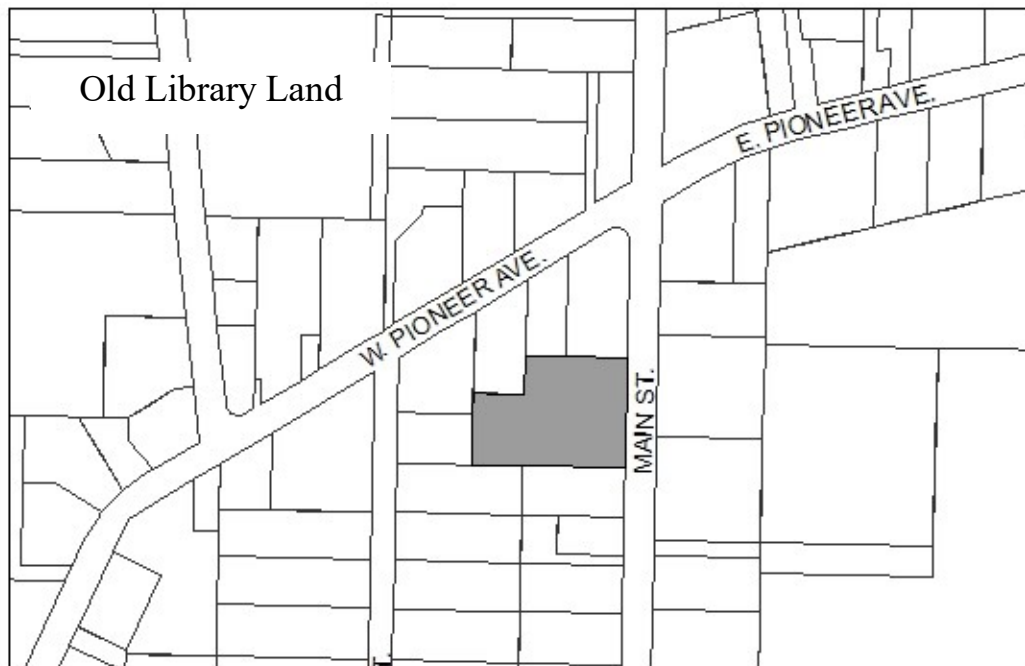
Zoning:

Wetlands:

Infrastructure:

Notes:

Finance Dept.



Designated Use: City Facility and Other Lands (Resolution 20-019)

Acquisition History: Deed: Jewel July 1982 (back lot portion) Deed: Watson 1978 (library/Pioneer area)

Area: 1.31 acres

Parcel Number: 17514416

2019 Assessed Value: \$69,400

Legal Description: T 6S R 13W SEC 19 SEWARD MERIDIAN HM 2008016 HOMER PUBLIC LIBRARY NO 2 LOT 2

Zoning: Central Business District

Wetlands: Drainage and wetlands may be present

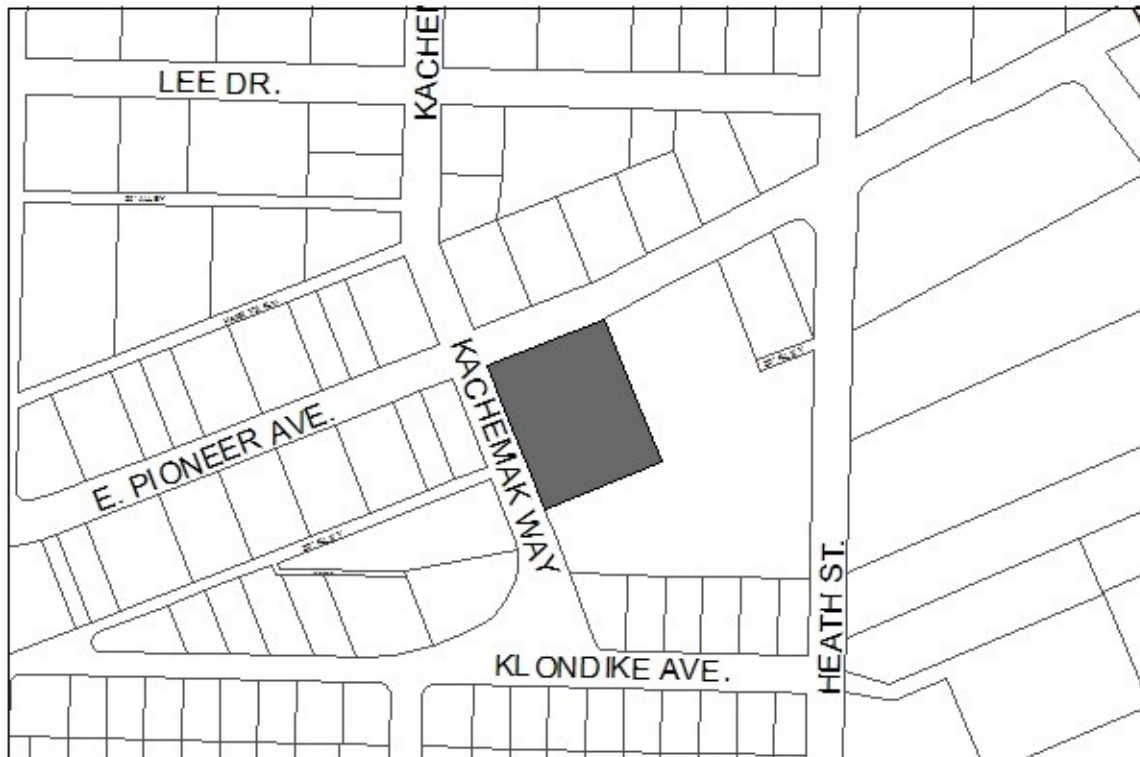
Infrastructure: Paved road, water, sewer, natural gas

Notes: This land was part of the former library site. The library building was subdivided onto its own lot, and sold.

The land has a nice bay view, but would require stumping. Driveway access off of Main Street is very steep. It is likely significant dirt work would be needed to make this lot viable for commercial or multifamily development.

Finance Dept. Code:

Designated Use: Library. Resolution 2003-72 Acquisition History: KPB Ord 93-09	
Area: 5.25 acres	Parcel Number: 17710739, 17710740
2019 Assessed Value: \$8,248,000 (Land 272,600, Structure 7,975,400)	
Legal Description: HM2005036 T06S R13W S20 TRACT B GLACIER VIEW SUB NO 26, HM2005036 T06S R13W S20 TRACT A GLACIER VIEW SUB NO 26	
Zoning: Central Business District	Wetlands: Some wetlands present
Infrastructure: Paved road access, trail access, gas, water and sewer available.	
Notes: Resolution 23-030 supported improvements on the lots based on a design plan developed by Friends of the Homer Library.	
Finance Dept. Code:	



Designated Use: City Hall

Acquisition History: Purchased, Schoulz 12/31/86

Area: 1.12 acres

Parcel Number: 17720408

2019 Assessed Value: \$2,377,700 (Land 188,800 Structure 2,218,900)

Legal Description: HM2004048 T06S R13W S20 Glacier View Subdivision Campus Addition Lot 6-A-2

Zoning: Central Business District

Wetlands: None

Infrastructure: Paved road access, gas, water and sewer.

Notes: New addition and remodel 2011/12. Lower parking area paved.

Finance Dept. Code:



Designated Use: Fire Station and former police station

Acquisition History: Straub Warr Deed 4/74, partial purchase Straub 4/5/74

Area: 1.57 acres

Parcel Number: 17702057

2019 Assessed Value: \$1,567,900 (Land: \$224,900 Structures: \$1,303,300)

Legal Description: HM 0870011 NEW HOMER HIGH SCHOOL NO 2 Tract 1-B

Zoning: Central Business District


Wetlands: N/A

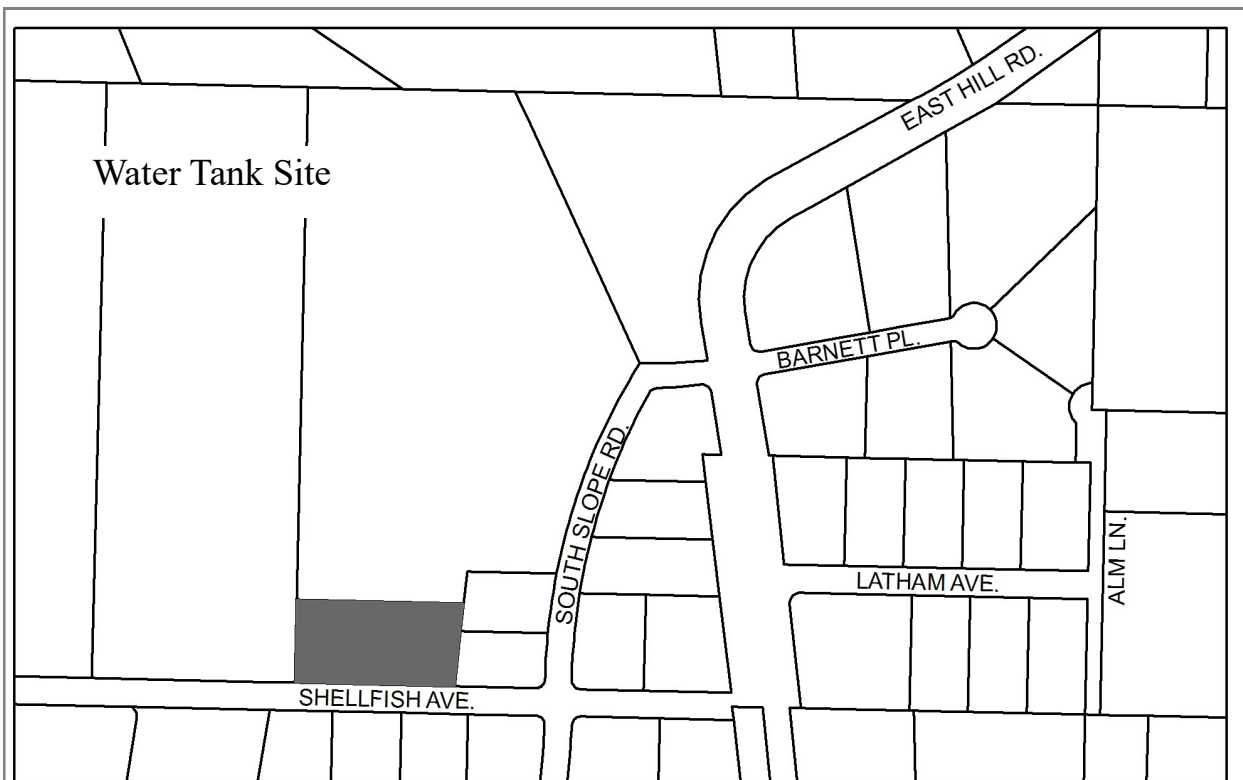
Infrastructure: Water, Sewer, Paved access

Notes: Fire hall remodel 2017/2018

Resolution 20-031 assigned management and use of the former police station to the Homer Volunteer Fire Dept

Finance Dept. Code:

	
Designated Use: Water Tank (A Frame Tank) Acquisition History: Dehel Deed 6/1/65	
Area: 0.5 acres	Parcel Number: 17504011
2019 Assessed Value: \$480,900 (Land: \$134,100, Structure: \$346,800 (water tank))	
Legal Description: HM T06S R13W S18 N 150 FT OF THE S 250 FT OF THE E 180 FT OF THE NE1/4 SE1/4	
Zoning: Rural Residential	Wetlands: Possible drainage through site
Infrastructure: N/A	
Notes:	
Finance Dept. Code:	



Designated Use: Future Water Tank
Acquisition History: Ordinance 14-39

Area: 1.5 acres

Parcel Number: 17701009

2019 Assessed Value: \$82,000

Legal Description: T6S R13W SEC 17 SEWARD MERIDIAN HM 2014023 BARNETT SUB
 QUIET CREEK ADDN 2014 TRACT A2

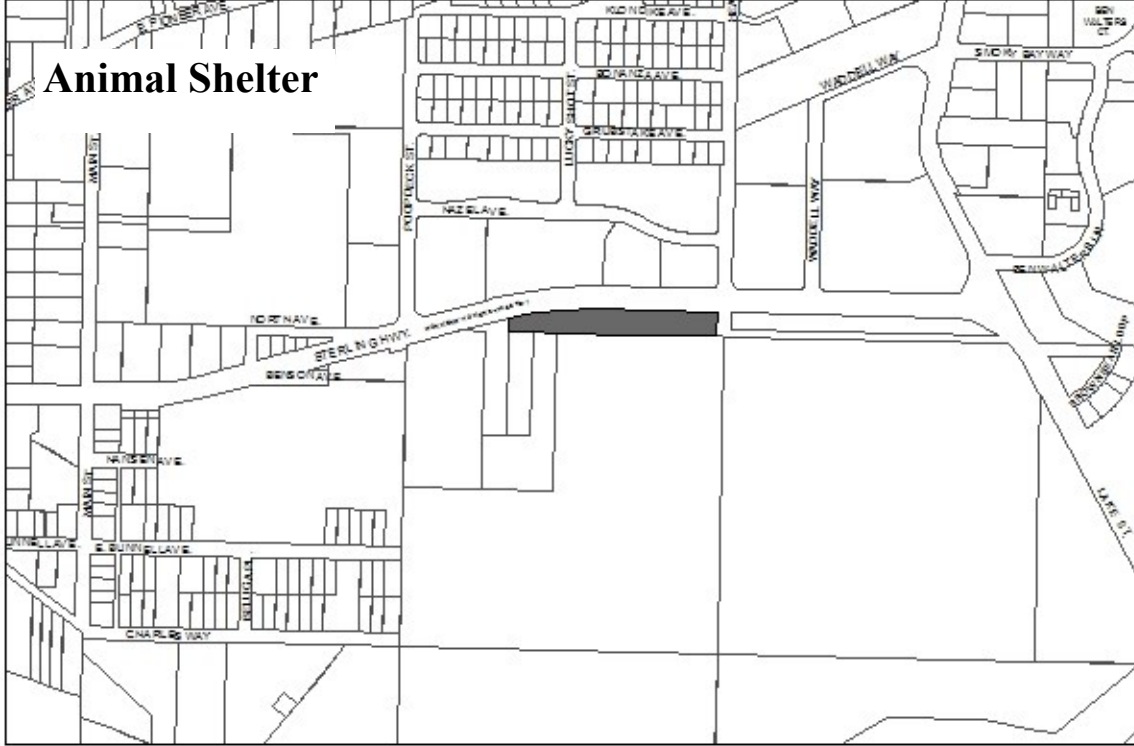
Zoning: Rural Residential

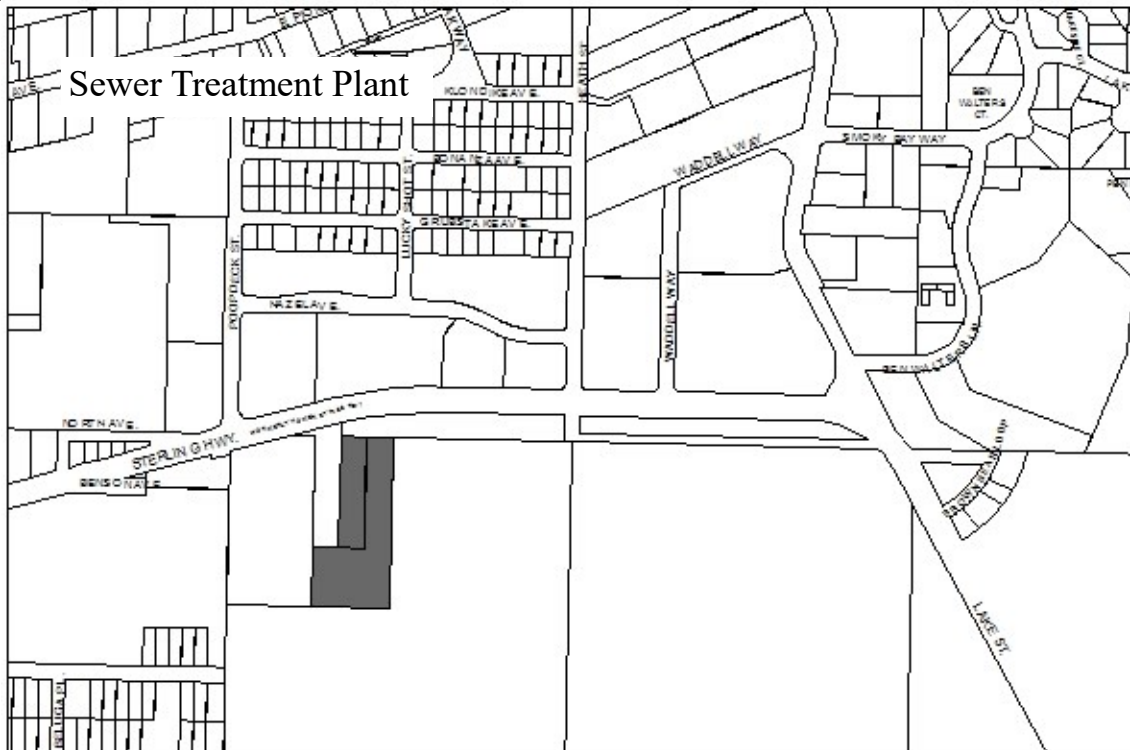
Wetlands:

Infrastructure: N/A

Notes: Future location of a new water tank. Project is shovel ready if federal funding becomes available.

Finance Dept. Code:

	
Designated Use: Animal Shelter Acquisition History: Heath Deed 3/10/71	
Area: 1.85 acres	Parcel Number: 17714020
2019 Assessed Value: \$1,474,100 (Land \$311,700, Structure \$1,162,400)	
Legal Description: Glacier View Subdivision No 18 Lot 1	
Zoning: Central Business District	Wetlands: N/A
Infrastructure: Water, Sewer, gas, gravel access via Public Works	
<p>Notes: Also includes landscaped area along the Sterling Highway maintained by Parks and Recreation, and named Superintendent's Park.</p> <p>Constructed in 2004. 3,828 sq feet.</p>	
Finance Dept. Code:	



Designated Use: Sewage Treatment

Acquisition History: see below

Area: 4.08 acres

Parcel Number: 177140 14, 15

2019 Assessed Value: \$3,248,400 (Land: \$196,100 Structures/Improvements: \$3,052,300)

Legal Description: T 6S R 13W SEC 20 SEWARD MERIDIAN HM POR PER E1/2 NW1/4 NE1/4 SW1/4 PER D-60-164, T 6S R 13W SEC 20 SEWARD MERIDIAN HM THAT PORTION OF E1/2 NW1/4 NE1/4 SW1/4 PER D-60 @ 05

Zoning: Central Business District

Wetlands: Yes

Infrastructure: Water and Sewer. Access via PW complex

Notes:

Acquisition:

17414014: Mitchell Warr Deed 1/9/84

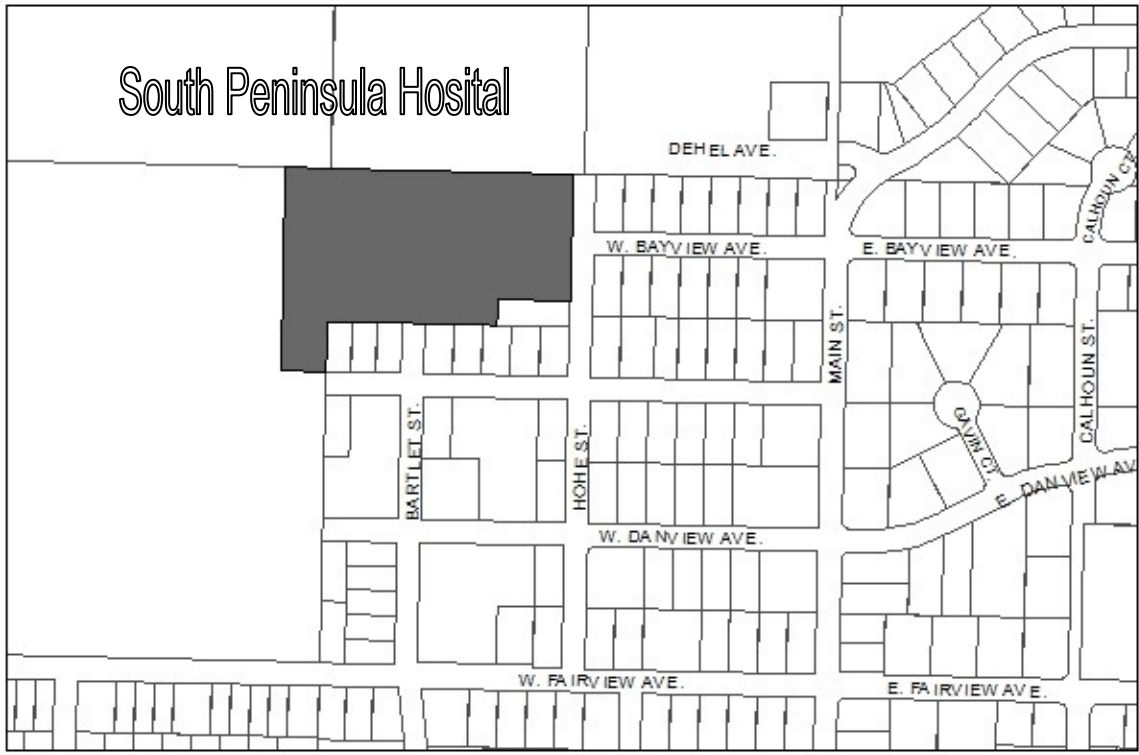
17714015: Heath/Whitmore Deed 3-71

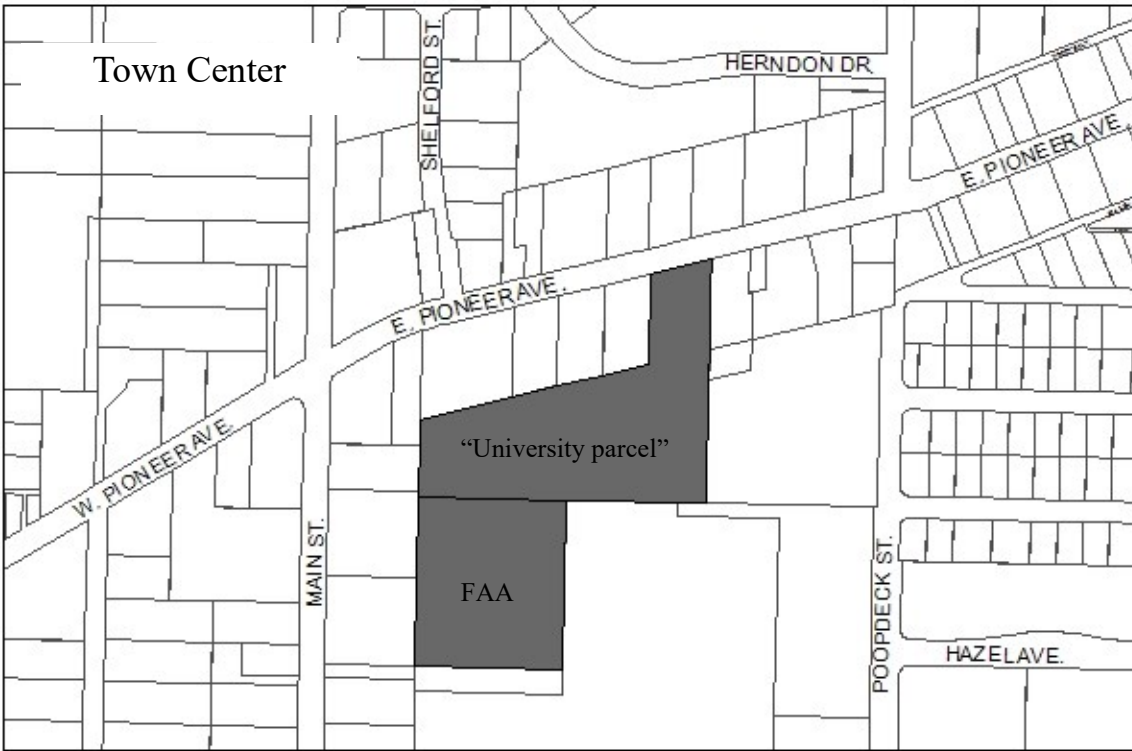
2008 Resolution 08-48 recommends a replat to vacate common lot lines. Resolution 10-35(A) Replat the Sewer Treatment Plant lots to vacate the common lot line. Staff note: additional funding is required to pay for replatting.

Lower section within a FEMA mapped flood hazard area. All of the property is within a Tsunami inundation zone.

Finance Dept. Code:

Add tsunami zone note	<p>Public Works</p> <p>Beluga Slough tidal flats. Zoned Open Space Recreation. Tidal wetland.</p>	
	<p>Designated Use: Public Works Acquisition History: Heath Dead 3/10/71</p>	
<p>Area: 30 acres</p>	<p>Parcel Number: 17714016</p>	
<p>2019 Assessed Value: \$4,567,700 (Land: \$2,973,600, Structures: \$1,594,100)</p>		
<p>Legal Description: T 6S R 13W 4EC 20 SEWARD MERIDIAN HM NE1/4 NE1/4 SW1/4 & S1/2 NE1/4 SW1/4</p>		
<p>Zoning: Central Business/Open Space</p>	<p>Wetlands: Yes</p>	
<p>Infrastructure: Paved Road, water and sewer</p>		
<p>Notes:</p> <p>Within a FEMA mapped flood hazard area and Tsunami inundation zone. Lower portion of lot also nominated for inclusion in the Western Hemisphere Shorebird Reserve network, Resolution 15-064. 2015/16: Equipment shed constructed, Conditional Use Permit 15-02.</p>		
<p>Finance Dept. Code:</p>		

	
Designated Use: South Peninsula Hospital Acquisition History:	
Area: 7.12 acres	Parcel Number: 17504024
2019 Assessed Value: \$87,292,800 (Land \$705,800, Structures \$86,587,000)	
Legal Description: HM02008092T06S R13W S18 SOUTH PENINSULA HOSPITAL SUB 2008 Addition Tract A2	
Zoning: Medical District	Wetlands: N/A
Infrastructure: Water, sewer, paved road access	
Notes: Ordinance 2006-036 leased the land to the Kenai Peninsula Borough for 99 years. Structure is owned by KPB.	
Finance Dept. Code:	

	
<p>Designated Use: UA land: Land was sold to the City by UA with the intent it would be used for town center. FAA site: Held for possible UA/state shared consortium library agreement and land trade for land at Bridge Creek. Resolution 14-084 Identifying Homer FAA Site Sub Tract 38A in the Town Center as a Viable Location for a Community Center.</p> <p>Acquisition History: UA: Ord 03-61 purchase.</p>	
Area: 7.69 acres	Parcel Number: 17719234, 17708015
2019 Assessed Value: \$382,800	
Legal Description: Homer FAA Site Sub Tract 38A, UA lot: Nils O Svedlund Sub 2013 Replat lot 7-A tract B, long legal.	
Zoning: Town Center District	Wetlands: City had a wetland delineation done in 2006. There is about a 1/2 acre of wetlands between the two sites.
Infrastructure: Must be built as land is developed.	
Trail constructed on Lot 7-A, connecting north to Pioneer Ave (2019)	
Finance Dept. Code:	



Designated Use: Tidelands. Very small portion leased to Northern Enterprises for boat hoist, 2019
Acquisition History:

Area: 6,784 acres

Parcel Number: 18107001, 17728001, 17528001
 18101025, 18101026

2019 Assessed Value: \$12,753,300

Legal Description: Portions of ATS 612

Zoning: Not zoned

Wetlands:

17728001—HM0742265 T06S R13W S29 ALASKA TIDELAND SURVEY 612 . 499.54 acres, \$96,500 assessed value. Patent title 1977, 84-25 Annexed by City.

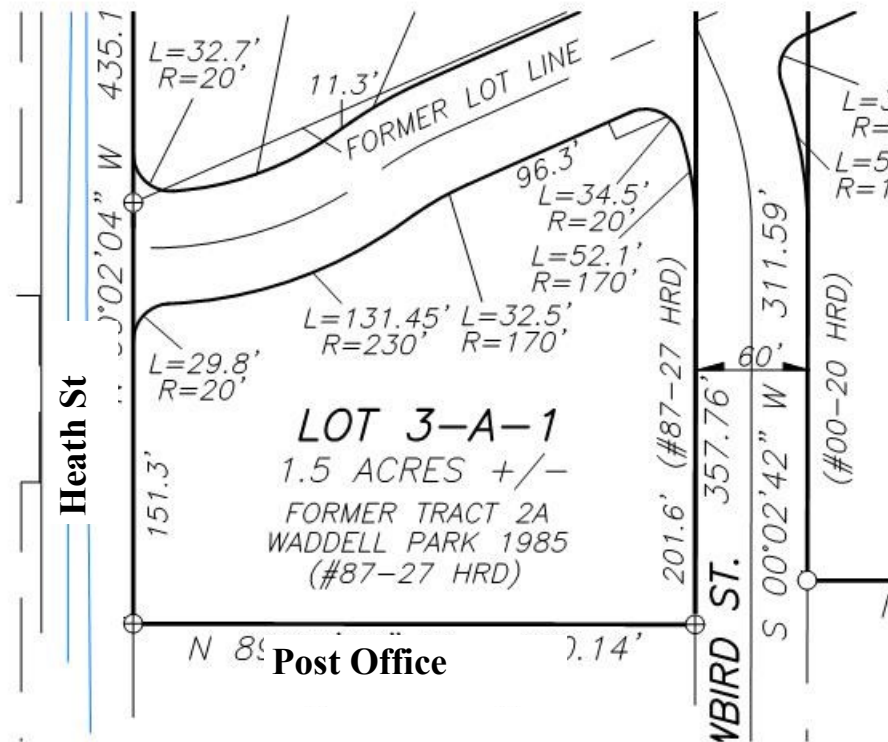
17528001 HM0770064 T06S R14W S30 ALASKA TIDELANDS SURVEY NO 612 POR SEC 23 24 & POR SEC 19 & 30. 1641.24 acres. Assessed Value: \$316,700. City Granted Title 1977 under Preference Right effective 1/3/59 Ord 84-25 Annexed by City.

18107001—HM0770064 T07S R13W S14 ALASKA TIDELANDS SURVEY 612 THAT PORTION LYING WITHIN SEC 13 & 14 & 22 THRU 24 & 26 THRU 28 & 33 THRU 36 OF T06SR13W & WITHIN SEC 1 & 2 OF T07SR13W EXCLUDING THAT PORTION OF TIDELANDS VESTED TO STATE OF ALASKA & EXCE. 4753 acres. \$12,154,100, includes Pioneer Dock improvements

Patent 1974 002459-0 Book 80 Page 171

Mariner Park and Mud Bay were nominated by the City as Western Hemisphere Shorebird Reserve Sites in 1994 ("whissern"). They are recognized as sites of international importance. <http://www.whsrn.org/>

Finance Dept. Code:



Designated Use: New Police Station Resolution 18-013(A)

Acquisition History: Purchased

Area: 1.5 acres

Parcel Number: 17712034

2020 Assessed Value: \$1,922,500

Legal Description: T 06S R 13W SEC 20 Seward Meridian HM 2016021 WADDELL PARK 2016
REPLAT LOT 3- A-1

Zoning: CBD

Wetlands: N/A

Infrastructure: full utilities, Grubstake extension will include paved road and sidewalk.

Notes: Road construction in 2016. Project funding from State appropriation and matching City HART funds.

New police station construction 2019-2020, opened fall 2020.

Finance Dept. Code:



Designated Use: Undesignated

Acquisition History: Detling Deed 6/10/82

Area: 0.03 acres each. Total of 2,613 sq ft

Parcel Number: 177154 02, 03

2019 Assessed Value: \$2,600

Legal Description: T6S R 13W SEC 20 SEWARD MERIDIAN HM 0670365 W R BENSON SUB AMENDED LOT 46 EXCLUDING HOMER BY-PASS ROAD, T 6S R 13W SEC 20 SEWARD MERIDIAN HM 0670365 W R BENSONS SUB AMENDED LOT 47 EXC HOMER BY-PASS RD*

Zoning: Central Business District

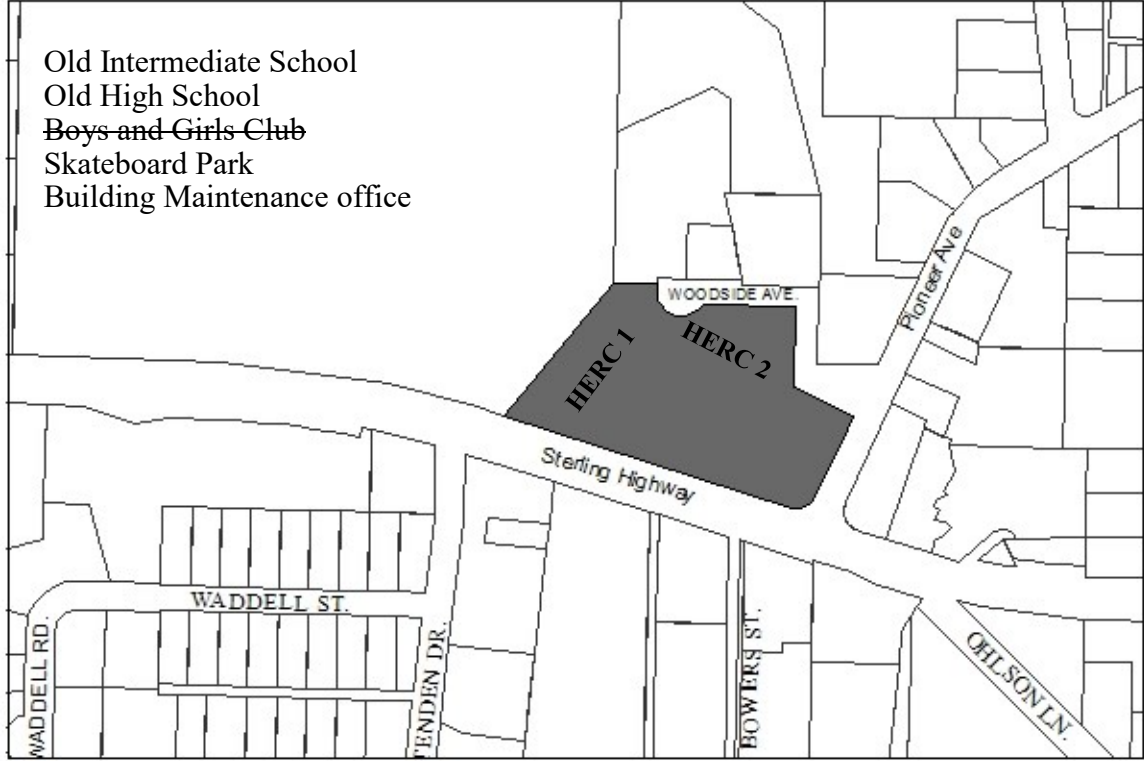
Wetlands: Possibly. Lots are steep.

Infrastructure: Paved Road and sidewalk

Notes: Lots are steep; they run from the Sterling Highway grade down the slope to the adjoining property. Lot dimensions are approximately 50'x30'.

Finance Dept. Code:

<p>Restrooms And Future Right of Way</p> <p>Pratt Museum</p> <p>Bartlett</p> <p>W Pioneer Ave</p> <p>Greatland St</p>	
Designated Use: Restroom and Future right of way Acquisition History: Ordinance 2012-42	
Area: 0.27 acres	Parcel Number: 17514301
2019 Assessed Value: \$77,300	
Legal Description: T 6S R 13W SEC 19 SEWARD MERIDIAN HM 0000049 BUNNELLS SUB LOT 75	
Zoning: Central Business District	Wetlands: Yes
Infrastructure: Paved Road, water and sewer	
Notes: Public restroom constructed 2013-2014 Future road extension for Bartlett.	
Finance Dept. Code:	

	
Designated Use: City Facility and other city lands (Resolution 20-019)	
Acquisition History: Given to the City by KPB. Old Middle School and HS. Reso 98-63	
Area: 4.3 acres	Parcel Number: 17510070
2019 Assessed Value: \$4,724,700 (Land \$724,700 Structure, built in 1956 25,000 sq ft \$4,000,000)	
Legal Description: HM2000022 T06S R13W S19 TRACT 2 HOMER SCHOOL SURVEY 1999 CITY ADDN	
Zoning: Central Business District	Wetlands: Creek on western edge
Infrastructure: Paved access and parking. Water and Sewer.	
Notes: <ul style="list-style-type: none"> • Skateboard Park on premises. • Deed restrictions removed by Kenai Peninsula Borough, fall 2014 • HERC 1 is the larger building • HERC 2 is the smaller building that contains PW Maintenance 	
Finance Dept. Code: 170.0032 175.100.05	



Designated Use: Storm Water Retention Area (Resolution 20-059)

Area: 0.32 acres

Parcel Number: 17510230
935 Soundview Ave

2020 Assessed Value: \$0

Legal Description: T 6S R 13W SEC 19 SEWARD MERIDIAN HM 2007031 FOOTHILLS SUB
SUNSET VIEW ESTATES ADDN NO 2 PHASE ONE LOT 2 BLOCK 2

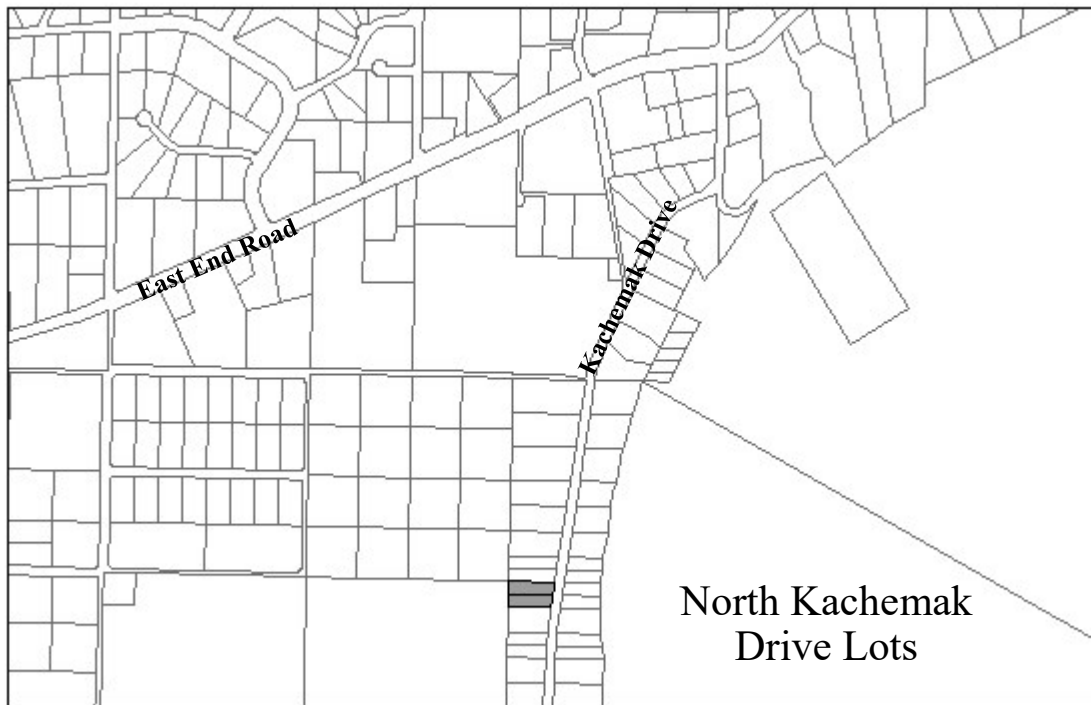
Zoning: Rural Residential

Wetlands: Yes; part of an ACOE permit

Infrastructure:

Notes: Parcel is part of the storm water infrastructure for the subdivision and is bound by an ACOE permit. Property is mostly used as a storm water retention area.

Finance Dept.



Designated Use: Ordinance 21-72 Retaining the Property for the Public Purpose of Determining the Special Assessment Liens and Creating a Clear Title to the Property. Acquired through tax KPB tax foreclosure.

Area: 1 acre

Parcel Number: 17909003, 17909004

Legal Description: T 6S R 13W SEC 14 SEWARD MERIDIAN HM 0630311 SUBDIVISION OF LOT 27 & 28 SEC 14 T6S R13W LOT 28A and Lot 28D

Zoning: Rural Residential

Wetlands: Properties are wetland (and very wet)

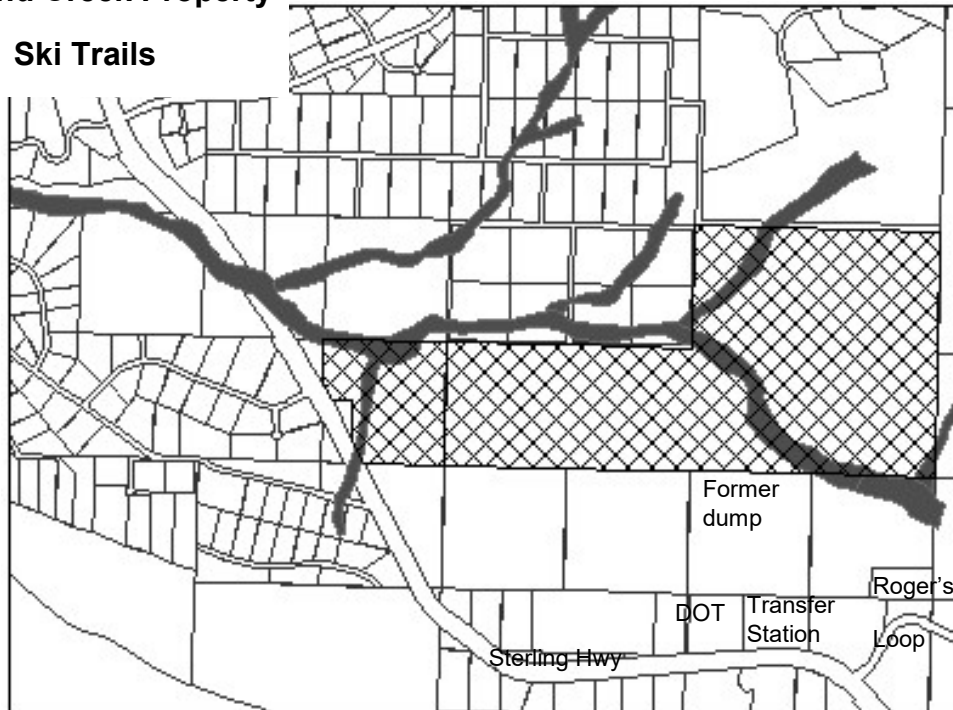
Infrastructure: Part of the Kachemak Drive water and sewer SAD, and natural gas SAD

Notes:

Finance Dept.

Section E

Parks + Beaches
Cemeteries + Green Space

Diamond Creek Property**Ski Trails****Designated Use:** Public Purpose for park land**Acquisition History:** Ordinance 07-03. Forest Legacy grant/KHLT/long term public ownership**Area:** 273 acres (240 acres and 33 acres)**Parcel Number:** 17302201, 17303229**Legal Description:** HM T06S R14W S09 SE1/4 EXCLUDING THE W1/2 SW1/4 SE1/4 SE1/4 and HM T06S R14W S10 SE1/4 & S1/2 SW1/4.**Zoning:** Not in city limits**Wetlands:** Yes. Diamond Creek flows through these lots. Larger lot is mostly wetland.**Infrastructure:** Limited legal and physical access. Western lot has Sterling Highway frontage.**Notes:** Ski trails, managed by Kachemak Nordic Ski Club. Resolution 24-066, expires 4/30/27.

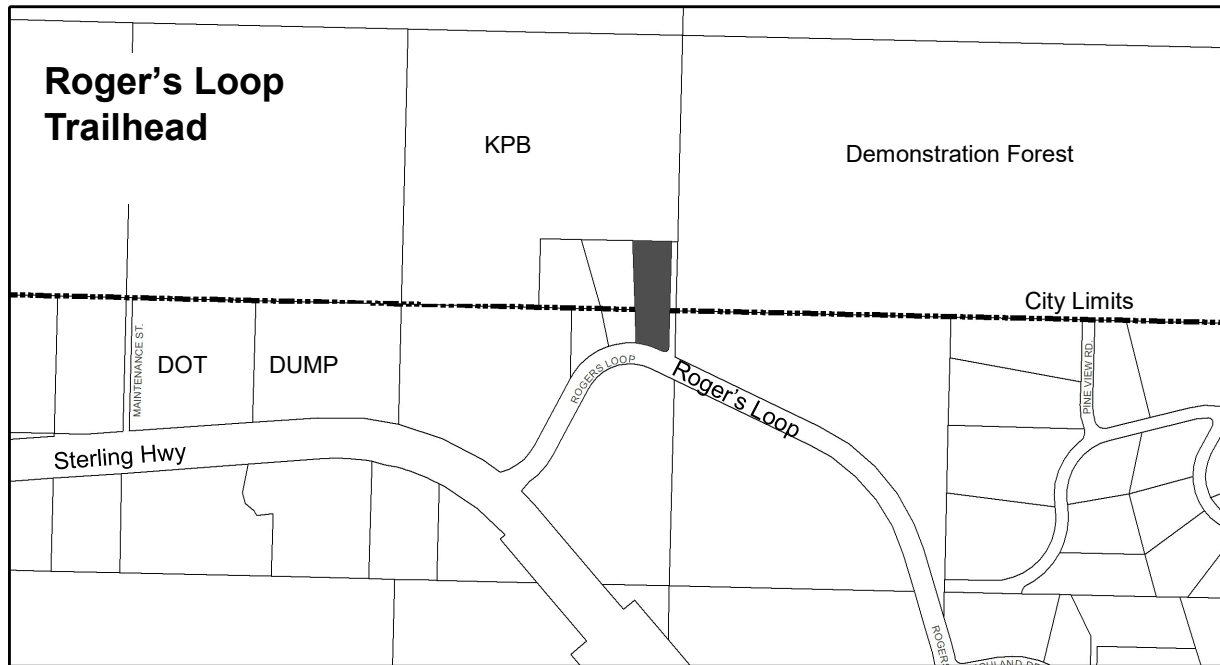
Acquisition notes: the Kachemak Heritage Land Trust purchased the property from the University of Alaska via a Forest Legacy Grant from the state of Alaska. The City accepted ownership of the land, to keep it for public park land in perpetuity, as required by the grant.

Conservation Easement Resolution 2010-48, Recording# 2010-003220-0

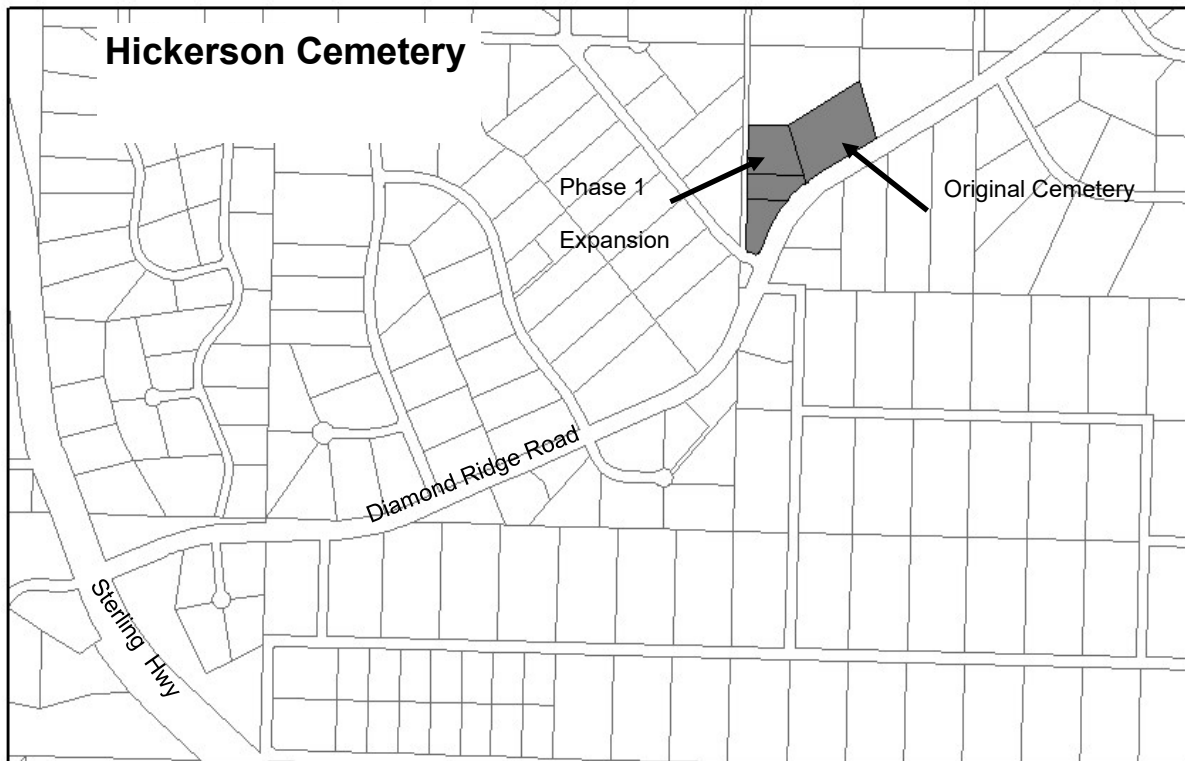
Resolution 13-055 Adopting the Diamond Creek Recreation Area Plan

The Plan was accepted by the State of Alaska Forest Legacy Program on 11/19/2014. Management and development of the property must follow the adopted and approved plan.

Finance Dept. Code:



Designated Use: Roger's Loop Trailhead Acquisition History: Ordinance 14-51(A)	
Area: 2 acres	Parcel Number: 17316066, 1736067
Legal Description: T 06S R 14W SEC 15 SEWARD MERIDIAN HM 2011022 BISHOP SURVEY J G EVANS ADDN LOT 1	
Zoning: Rural Residential. Lot is split by city limits	Wetlands: none
Infrastructure: Paved road access	
Notes: Purchased in 2016 with HART Trail funds (\$63,465.85). Future trailhead to city owned Diamond Creek lands Resolution 24-066, expires 4/30/27., Kachemak Nordic Ski Club agreement	
Finance Dept. Code:	



Designated Use: Hickerson Memorial Cemetery

Acquisition History: Deed American Legion Gen Buckner Post 16 4/23/70. Ordinance 10-30

Area: 6.91 acres

Parcel Number: 17321011, 13, 14, 15

Legal Description: HM0631146 T06S R14W S03 TICE ACRES SUB HICKERSON MEMORIAL CEMETERY. Tice Acres Replat No 1, lots 11-A, 11B & 11-C

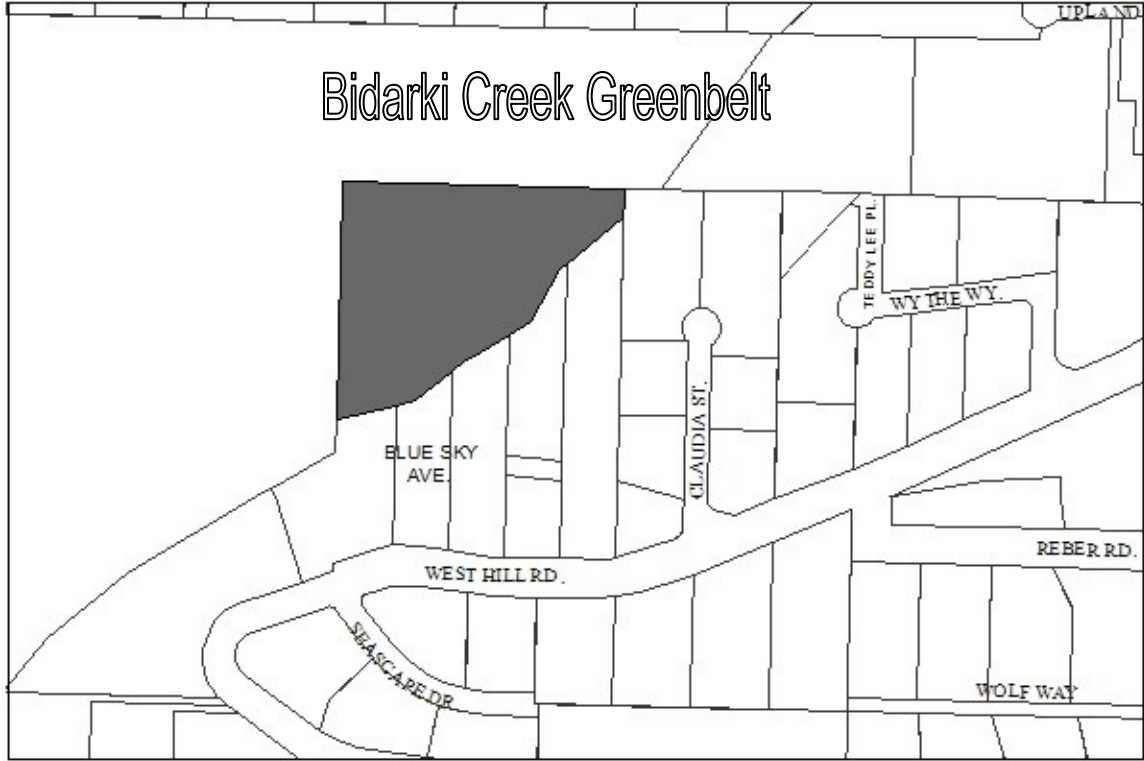
Zoning: Not within city limits

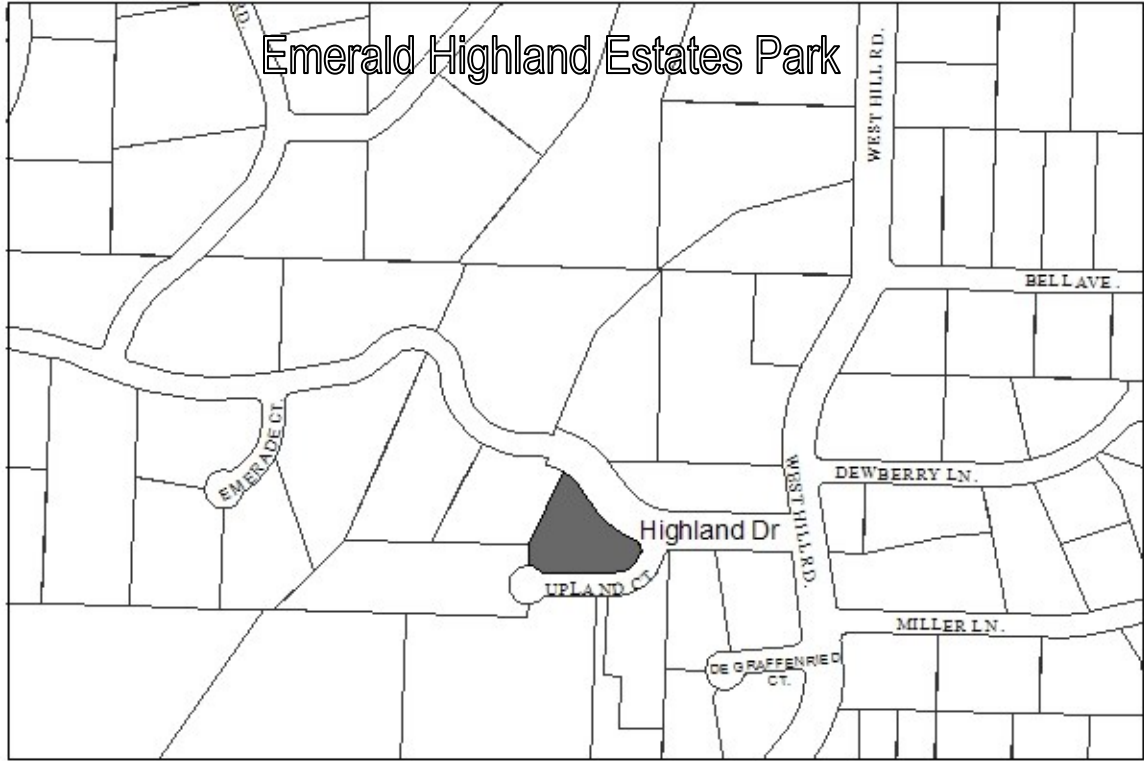
Wetlands: N/A

Infrastructure: paved access

Notes: Lots 11 A, 11B, and 11C purchased for \$205,000 Ordinance 10-30.
2017: Phase 1 cemetery expansion completed.

Finance Dept. Code:

	
Designated Use: Public Purpose. Retain as undeveloped Greenbelt and to protect drainage. Acquisition History: KPB Ordinance 83-01	
Area: 6.57 acres	Parcel Number: 17503025
Legal Description: HM T06S R14W S13 SW1/4 SE1/4 NORTH OF SKYLINE DRIVE EXCLUDING SKYLINE DR SUB	
Zoning: Rural Residential	Wetlands: Bidarki Creek runs through the lot
Infrastructure: No access, no utilities	
Notes: Much of the lot is very steep gorge, down to Bidarki Creek. One portion may be developable at the north end. Slope there is approximately 15%. There is no legal or physical access to the land at this time.	
Finance Dept. Code:	

	
Designated Use: Public Use/Emerald Highland Estates Park Acquisition History: Gangle Deed, 12/1989	
Area: 1.04 acres	Parcel Number: 17502056
Legal Description: HM0770024 T06S R14W S13 EMERALD HIGHLAND ESTATES SUB UNIT 3 LOT 1B BLOCK 3	
Zoning: Rural Residential	Wetlands: The whole lot is potential wetlands. Creek present long western property line.
Infrastructure: Gravel road access	
<p>Notes: This land was deeded to the city by the original subdivider. However, there is a plat note restricting the use of the park to residents within the subdivision. Historically the city has not wanted to provide any services to a park that is not explicitly open to the public. The solution is for each property owner in the subdivision to quitclaim deed their interest in the subdivision park, so the City has clear title.</p> <p>History: Resolution 2004-24A, Land Allocation Plan Resolution 2007-03 Emerald Park Master Plan</p>	
Finance Dept. Code:	



Designated Use: W.R.Bell Public Park.

Acquisition History: Gifted by Daughter, Dene and Husband Edward Reber 8/20/1970

Area: 2.75 acres

Parcel Number: 17524006

Legal Description: HM0700402 T06S R13W S18 TRACT E W R BELL SUB

Zoning: Rural Residential

Wetlands: Drainages on lot.

Infrastructure: Gravel road access. Rough trails across property.

Notes:

Book 57 Page 177 Serial #70-564 Homer City Council meeting of August 24, 1970.

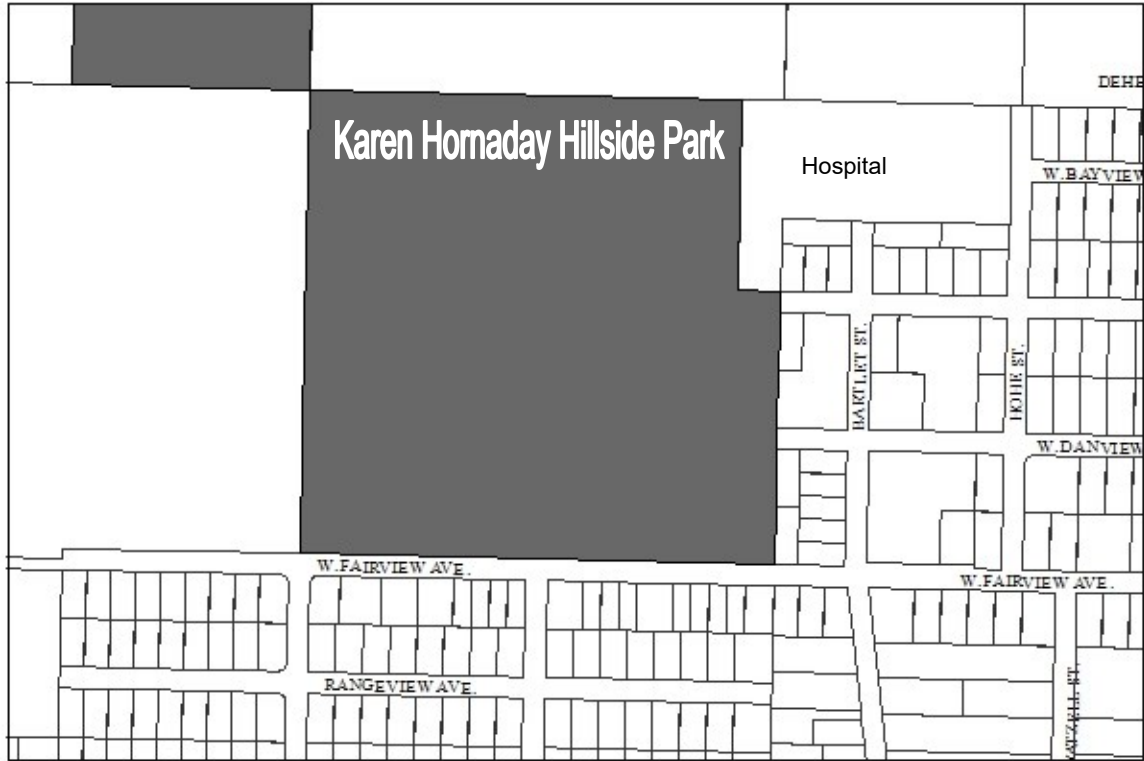
Park contains the gravesite of W.R. Bell.

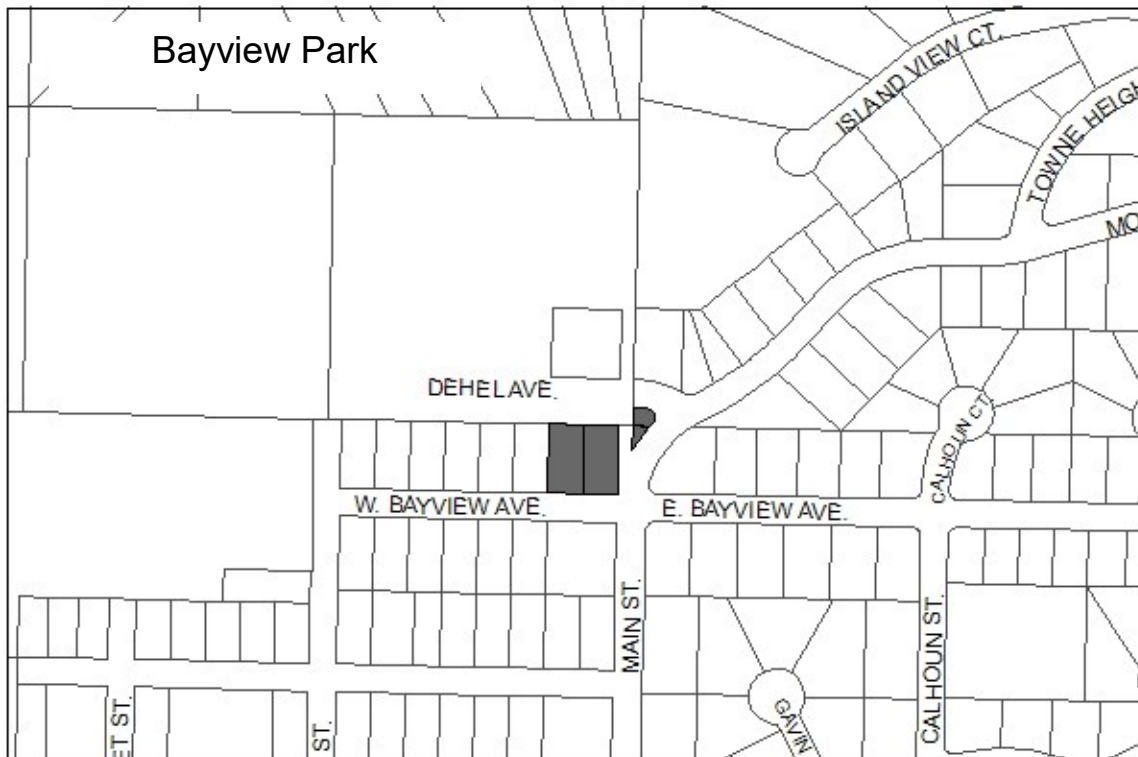
It can be expected that the land to the south will become a housing development. Some homes will be accessed from W Fairview Ave.

2009: Completion of Reber Trail, with HART funds and a state trails grant.

Finance Dept. Code:

Designated Use: 10 Acre lot: Retain for a future park Resolution 2011-37(A) 20 Acre Lot: Public Park Land Ordinance 25-02	
Acquisition History:	
Area: 10 acres	Parcel Number: 17504003
Legal Description: T6S R13W Sec 18 SE1/4 NE1/4 SW1/4	
Zoning: Rural Residential	Wetlands: Drainages and wetlands may be present
Infrastructure: None. No access/footpaths.	
Notes:	
Finance Dept. Code:	

	
Designated Use: Public Recreational Purpose/Karen Hornaday Hillside Park Acquisition History: Homer Fair Association, Deed 8/1966 with covenants	
Area: 38.5 acres	Parcel Number: 17504023
Legal Description: HM0980004 T06S R13W S18 THAT PORTION OF SW1/4 SE1/4 EXCLUDING SOUTH PENINSULA HOSPITAL SUB 2008 Addn	
Zoning: Open Space Recreation	Wetlands: Some drainages
Infrastructure: Water, sewer and road access	
<p>Notes: The park has been part of two Land and Water Conservation Fund grants: 1980, #02-00270, and 2011/12, #02-00408. Land to remain parkland in perpetuity.</p> <p>Campground, ball fields, day use picnic and playground area.</p> <p>Resolution 09-59(A) adopted the park master plan. Campground closed for summer 2023 Restrooms demolished in 2021</p> <p>Resolution 23-039, Little League agreement expires 12/21/28</p>	
Finance Dept. Code: 175.0003 (driveway, parking), 175.0007 (campground)	



Designated Use: Public Purpose/Bayview Park/Water tank access

Acquisition History: Large lots: Klemetsen Warranty Deed 5/8/67. Water tank access and part of Bayview Park.

Area: 0.58 acres total

Parcel Number: 175051 07, 08
17726038, 17727049

Legal Description: 17505107: HM0562936 T06S R13W S18 TRACT A FAIRVIEW SUB LOT 2
17505108: HM0562936 T06S R13W S18 TRACT A FAIRVIEW SUB LOT 1
17726038: HM0760026 T06S R13W S17 KAPINGEN SUB UNIT 3 PARK RESERVE
17727049: HM0770065 T06S R13W S17 ISLAND VIEW SUB PARK

Zoning: Urban Residential

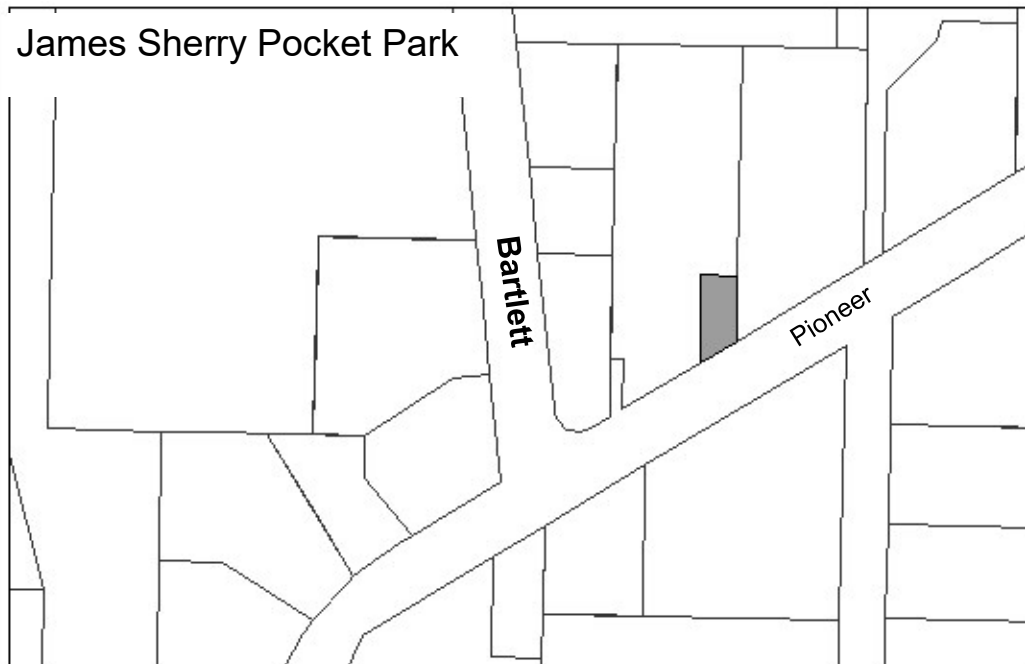
Wetlands: N/A

Infrastructure: Paved road access, water, sewer

Notes: Bayview Park reconstruction and new playground equipment fall 2024

Finance Dept. Code:

Designated Use: ROW and Woodard Park Acquisition History: ROW: Purchased for Harrington Heights LID, Ord 2000-13(S) 7/2000. Woodard Park: Tax Foreclosure (Harry Gregoire), Park designation enacted in Reso 04-53	
Area: ROW 0.85 acres Woodard Park: .025 acres	Parcel Number: 17513329 17513328
Legal Description: LEGAL T 06S R 13W SEC 19 SEWARD MERIDIAN HM 2020010 BUNNELL'S SUBD NO 17 2018 REPLAT TRACT A	
Zoning: Residential Office	Wetlands: Woodard Creek and wetlands present
Infrastructure: Paved access on Bartlett. Woodard Creek flows through much of the property.	
Notes:	
Finance Dept. Code: ROW: 500.0051 Park:	



Designated Use: Retain for use as public park or parking

Acquisition History: Ord 83-01 (KPB)

Area: 0.06 acres or 2,766 sq ft

Parcel Number: 17514235

Legal Description: T 6S R 13W SEC 19 SEWARD MERIDIAN HM 2007124 BUNNELLS SUB NO 21 LOT 37F-1

Zoning: Central Business District

Wetlands: Ditch across property

Infrastructure: Water and Sewer, paved sidewalk

Notes:

HEA/phone company utility infrastructure on lot—big green boxes.

Finance Dept. Code:



Designated Use: WKFL Park

Acquisition History: Asaiah Bates Deed 3/88

Area: 0.31 acres

Parcel Number: 17720204

Legal Description: Glacier View Subdivision No 1 Replat of Lots 1, 8 & 9, Block 4 Lot 9-A

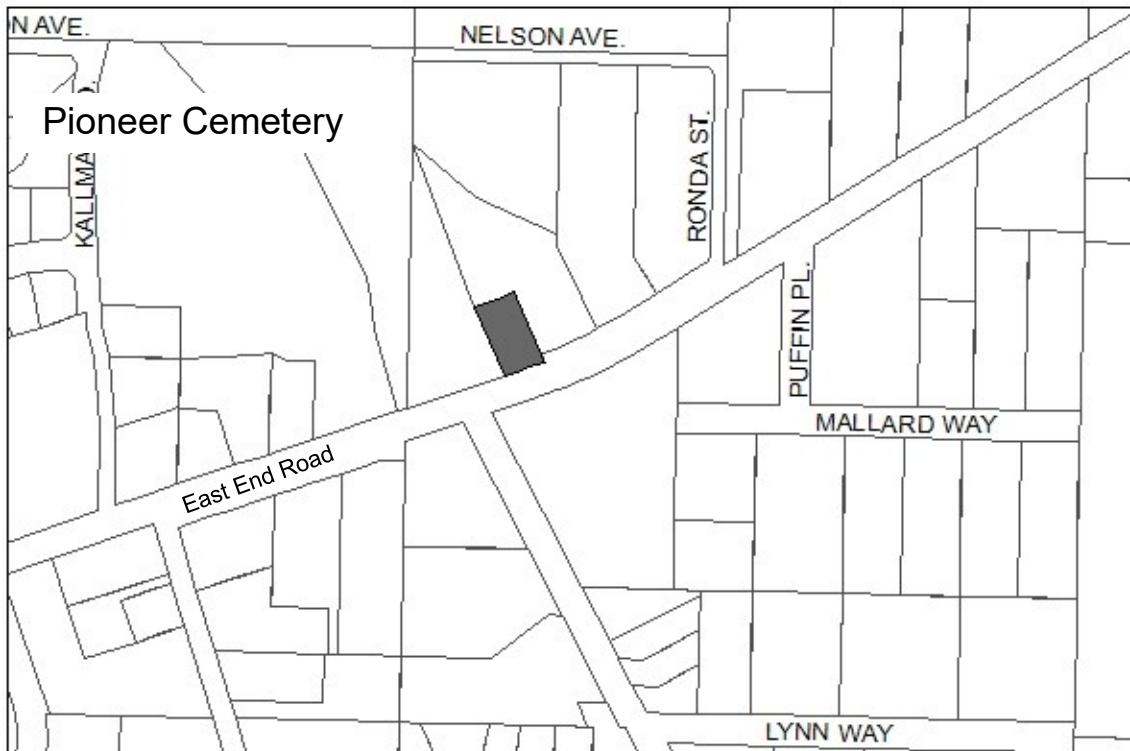
Zoning: Central Business District

Wetlands: N/A

Infrastructure: Water, paved road, electricity

Public restroom constructed in 2013.

Finance Dept. Code:



Designated Use: Pioneer Cemetery

Acquisition History: Quitclaim Deed Nelson 4/27/66

Area: 0.28 acres

Parcel Number: 17903007

Legal Description: James Waddell Survey of Tract 4 Lot 4A

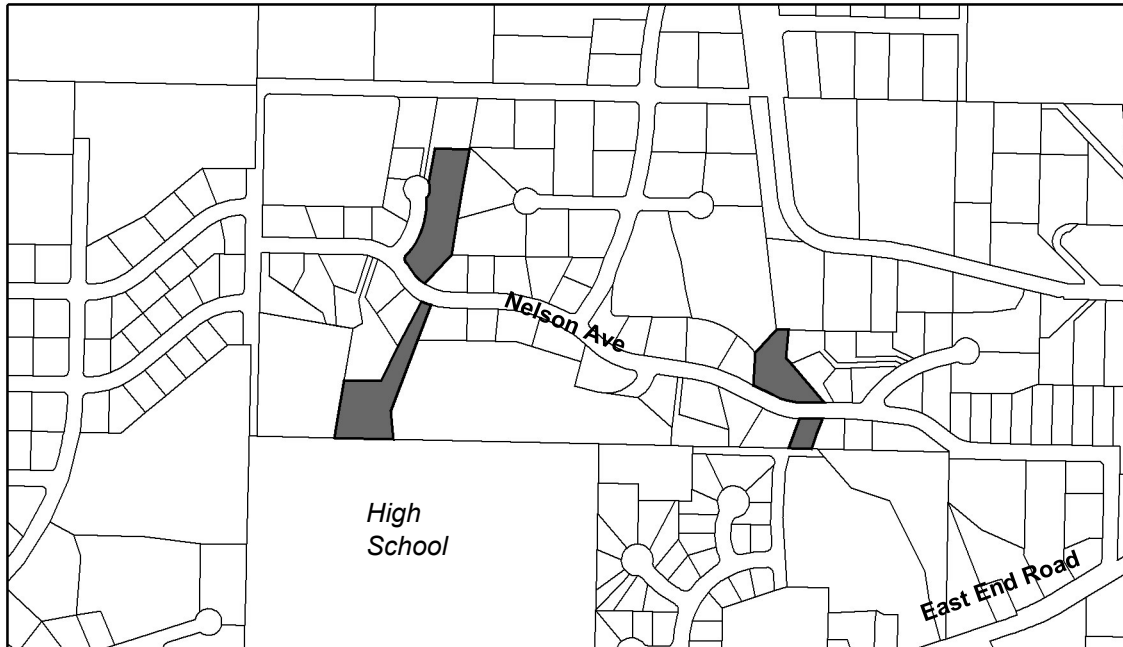
Zoning: Residential Office

Wetlands: N/A

Infrastructure: Paved Road

Finance Dept. Code:

Quiet Creek Parks



Designated Use: Parks (Resolution 20-019, 22-006)

Acquisition History: Barnett's South Slope Subdivision Quiet Creek Park Unit 1

Area: 0.86 acres and 0.21 acres

Parcel Number: 17702112, 17702125

Legal Description: T 06S R 13W SEC 17 SEWARD MERIDIAN HM 2018040 BARNETT'S SOUTH SLOPE SUB QUIET CREEK PARK UNIT 2 TRACT C and TRACT D

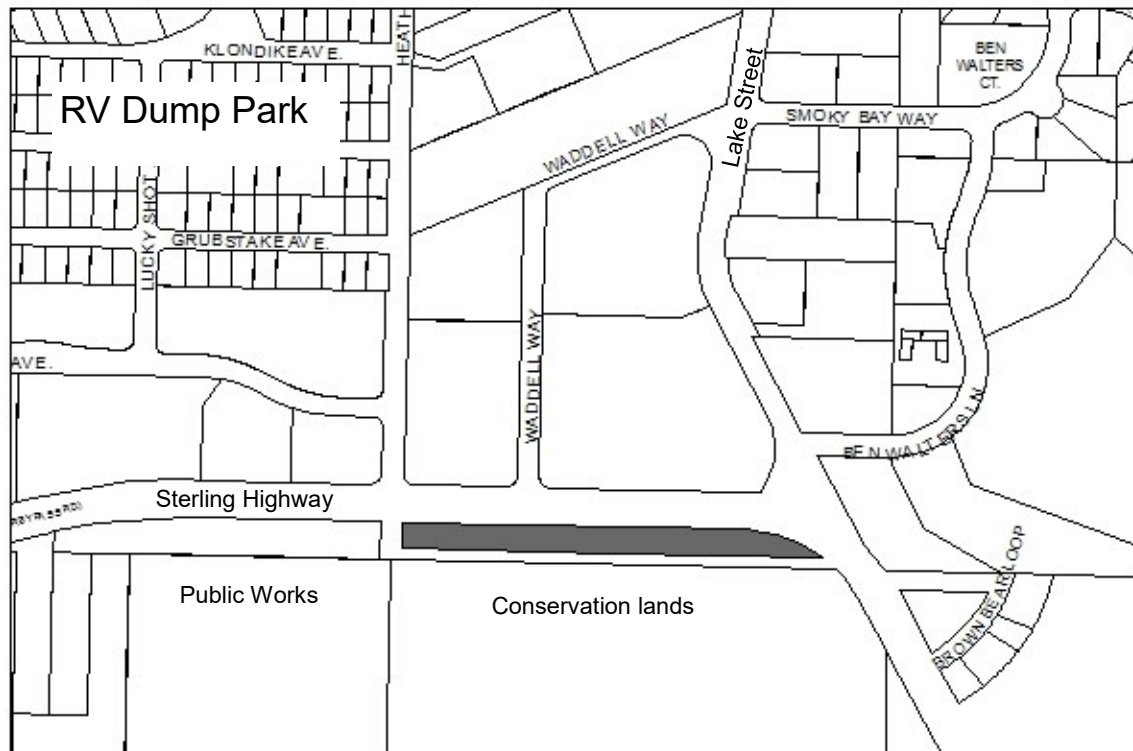
Zoning: Rural Residential

Wetlands: A creek runs through both lots

Infrastructure: Paved Road, water, sewer, natural gas

These lots are generally steep and contain creeks. A small portion of the northwestern lot has a usable area for a small neighborhood pocket park in the future, if requested by the neighborhood.

Finance Dept. Code:



Designated Use: RV Water/Dump station

Acquisition History: Deed states "Waddell Park Tract"

Area: 1.73 acres

Parcel Number: 17712014

Legal Description: Waddell Subdivision, portion S of Homer Bypass Road

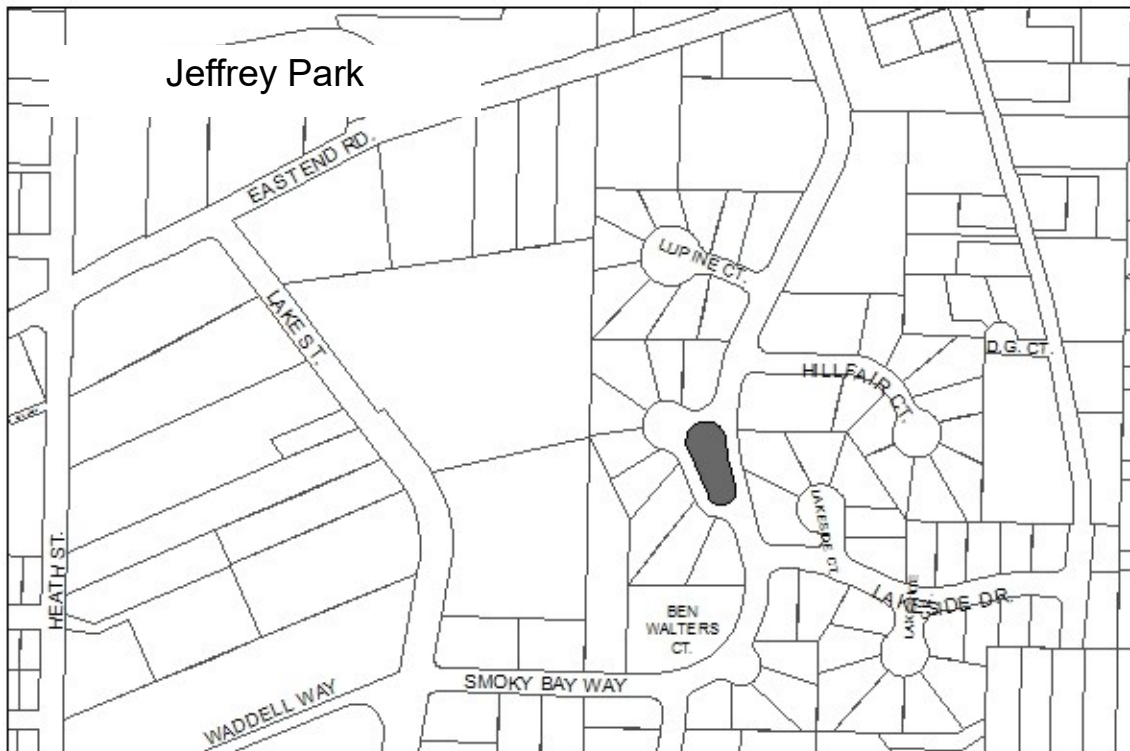
Zoning: Central Business District

Wetlands:

Infrastructure: Water, Sewer, gravel/paved access

Notes: Part of Land and Water Conservation Project #02-00263.4, signed January 1983. Land to remain in park status in perpetuity.

Finance Dept. Code:



Designated Use: Public Purpose/Greenbelt/Jeffrey Park

Acquisition History: Ordinance 83-27 (KPB)

Area: 0.38 acres

Parcel Number: 17730251

Legal Description: Lakeside Village Amended Jeffrey Park

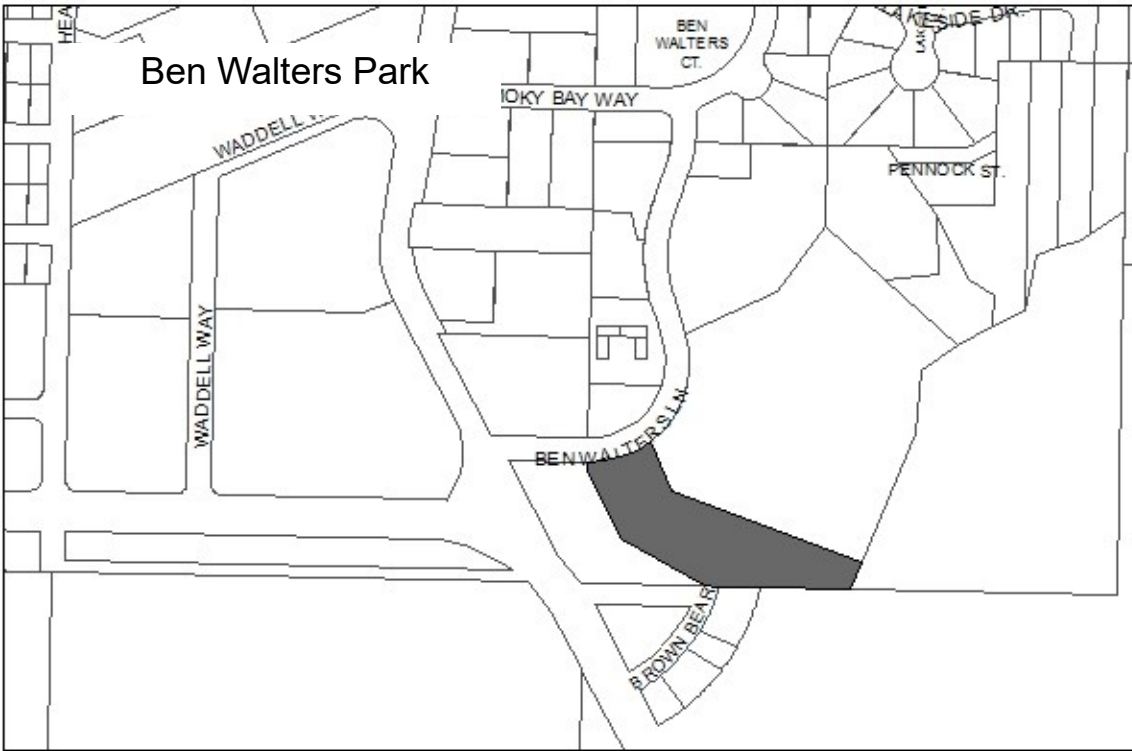
Zoning: Urban Residential

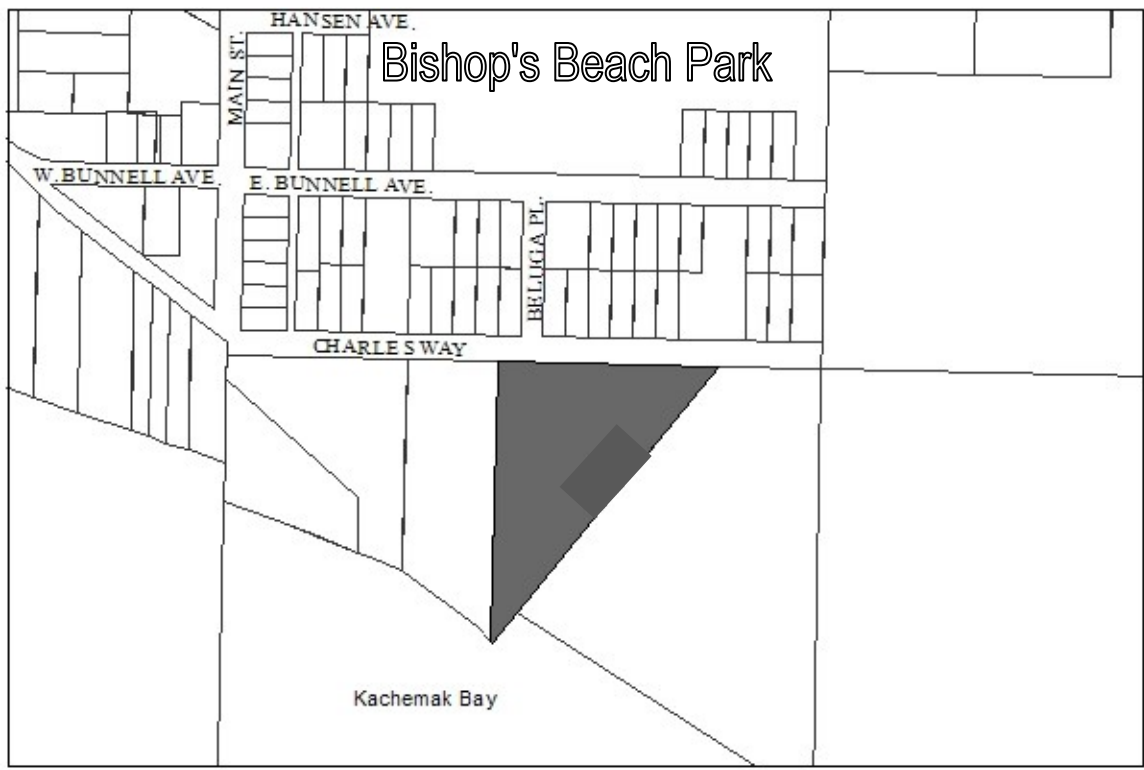
Wetlands:

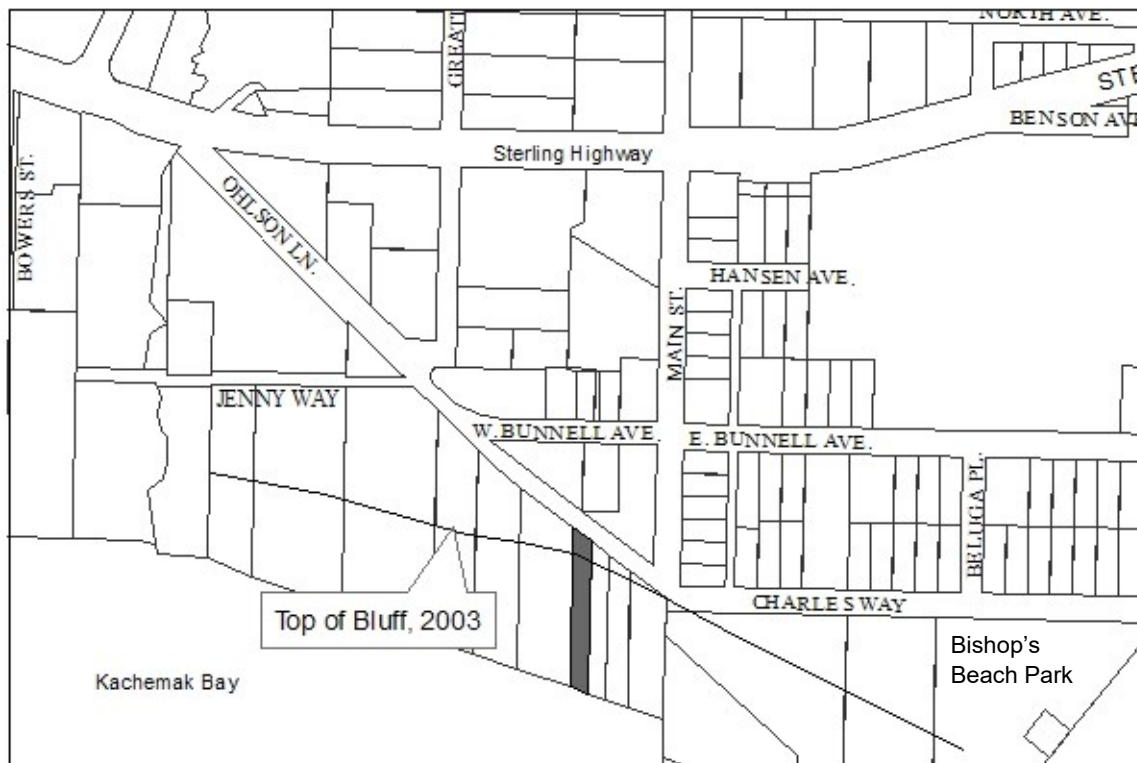
Infrastructure: Paved Road, water, sewer

Notes: Neighborhood park. Grass and new swing sets installed in 2005. Fill brought in to the park to raise the ground level and deal with drainage issues in 2007.

Finance Dept. Code:

	
Designated Use: Ben Walters Park. Public park or greenbelt per deed. Acquisition History: Reso 83-22(S) Neal Deed 5/4/83. Donated. Deed amended 6/1/83.	
Area: 2.48 acres	Parcel Number: 17712022
Legal Description: Lakeside Village Park Addition Replat Lot 1A-2	
Zoning: Central Business District	Wetlands: 3664 Ben Walters Lane
Infrastructure: Paved Road, water and sewer. Public restrooms, covered fire pit, lake access and dock.	
<p>Notes: In May 1982, a project agreement was executed for a Land and Water Conservation Fund project to develop the park. Project #02-00305. Land to remain park in perpetuity.</p> <p>Dock installed in 2009. Brushing and drainage work 2018. New playground equipment installed 2019. New swing set 2024.</p>	
Finance Dept. Code:	

	
Designated Use: Bishop's Beach Park Acquisition History: McKinley Warrant Deed 1/9/1984, Ordinance 2020-76(A)	
Area: 3.46 acres	Parcel Number: 17714010, 17714011
Legal Description: HM T06S R13W S20 PTN GL 2 BEGIN S 1/16 CORNER SECS 19 & 20 & NW CORNER LOT 2 TH S 89 DEG 57'30" E 600 FT ALONG N BOUND LT 2 TO POB TH S 0 DEG 2' E 391 FT TO CORNER 2 ON MHW KACHEMAK BAY TH S 59 DEG 30' E 150 FT TO CORNER 3 TH N 38 DEG 0' E, AND T 6S R 13W SEC 20 SEWARD MERIDIAN HM PTN GL 2 BEGIN S 1/16 CORNER SECS 19 & 20 & NW CORNER OF GL 2 TH S 89 DEG 57'30" E 1094.3 FT TO PT TH S 38 DEG 0' W 310 FT TO POB TH 90 DEG W 75 FT TO CORNER 2 TH S 38 DEG W 75 FT TO CORNER 3 TH 90 DEG E 75 FT TO CORNER 4 TH N 38 DEG E 75 FT TO POB	
Zoning: Central Business District	Wetlands: Some wetlands (along boardwalk). Flood hazard area.
Infrastructure: Paved road access. No water or sewer. City maintained outhouses.	
Notes:	
Finance Dept. Code:	



Designated Use: City Park

Acquisition History: Donated by Herrick, Resolution 90-7

Area: 0.32 acres

Parcel Number: 17520009

Legal Description: HM T06S R13W S19 PORTION THEREOF S OF OLSEN LANE

Zoning: Central Business District

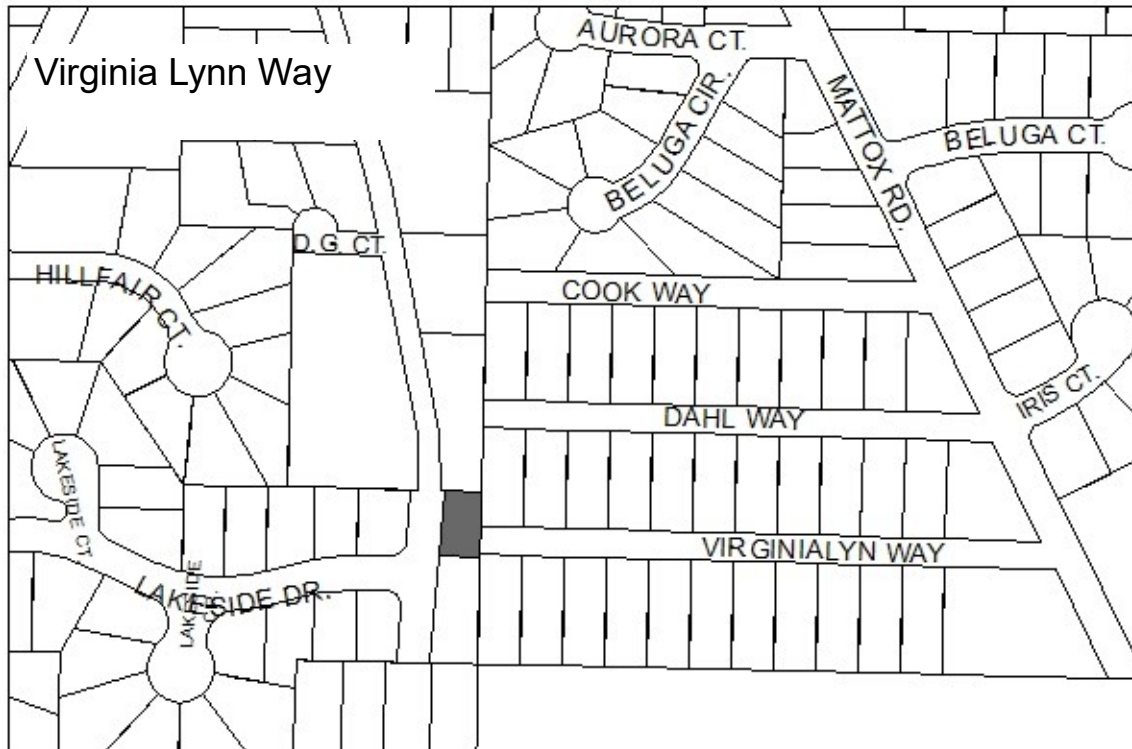
Wetlands: None. Bluff property.

Infrastructure: Gravel Road access, no water or sewer

Notes:

Resolution 15-030(A), Designate as park

Finance Dept. Code: 392.0008



Designated Use: Public use easement for Virginia Lynn Way, public park

Acquisition History: Quit Claim Deed from NBA 1/4/83

Area: 0.21 acres

Parcel Number: 17730239

Legal Description: T 6S R 13W SEC 20 SEWARD MERIDIAN HM 0840005 LAKESIDE VILLAGE SUB AMENDED LOT 2 BLK 4

Zoning: Urban Residential

Wetlands: possibly on a small portion

Infrastructure: Road access

Notes: This lot has a public use easement granted by the plat. A road was constructed across the parcel in 2020.

Finance Dept. Code:



Designated Use: Jack Gist Ball Park

Acquisition History: Warranty Deed Moss 8/27/98

Area: 14.6 acres

Parcel Number: 17901023

Legal Description: HM0990063 T06S R13W S15 JACK GIST SUB LOT 2

Zoning: Rural Residential

Wetlands: May be present. Site is mostly fill and old dump.

Infrastructure: Gravel road access.

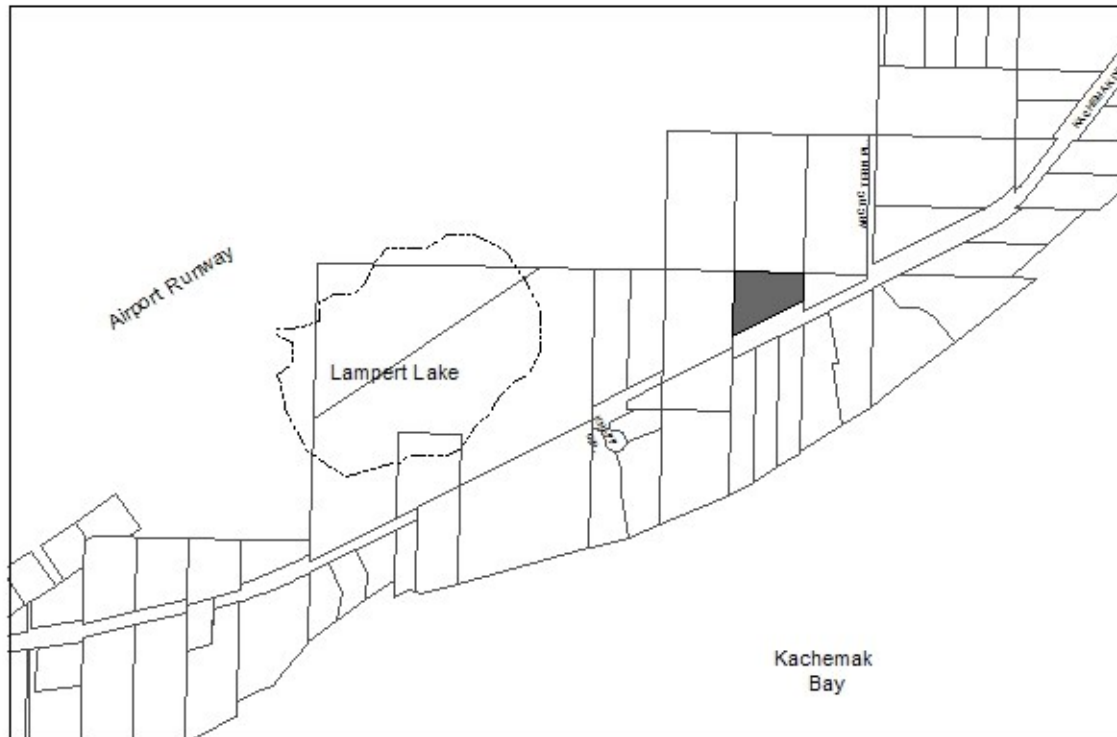
Notes: Former dump site. Land and Water Conservation Fund Grant Project #02-00369 for construction of 3 ball fields and parking area. Land to remain parkland in perpetuity.

Parking lot constructed in 2006. 2009: ord 09-35(A) allocated \$33,000 for improvements to two ballfields.

2024: Adjacent property to the west is being developed into a subdivision, providing water, sewer, power and additional road access.

2025: Parking lot improvements completed and mobile restrooms installed

Finance Dept. Code:



Designated Use: Future Kachemak Drive Trail and rest area Resolution 2011-37(A)
Acquisition History: Ord 96-16(A) (KPB)

Area: 1.65 acres

Parcel Number: 17936020

Legal Description: Scenic Bay Lot 4

Zoning: General Commercial 2

Wetlands: 100% Wetlands

Infrastructure: Paved Road, city water and sewer

Notes: Part of Kachemak Drive Phase 3 water and sewer SAD

Finance Dept. Code:



Designated Use: Resolution 15-030(A): Sell
Acquisition History: Lot 1: Ordinance 97-06(S) KPB

Area:
 Harry Feyer Subdivision Lot 1: 0.39 acres

Parcel Number: 17911005

2019 Assessed Value: \$16,000 (lot 1)

Legal Description: Harry Feyer Subdivision Lot 1

Zoning: Rural Residential

Wetlands: none known

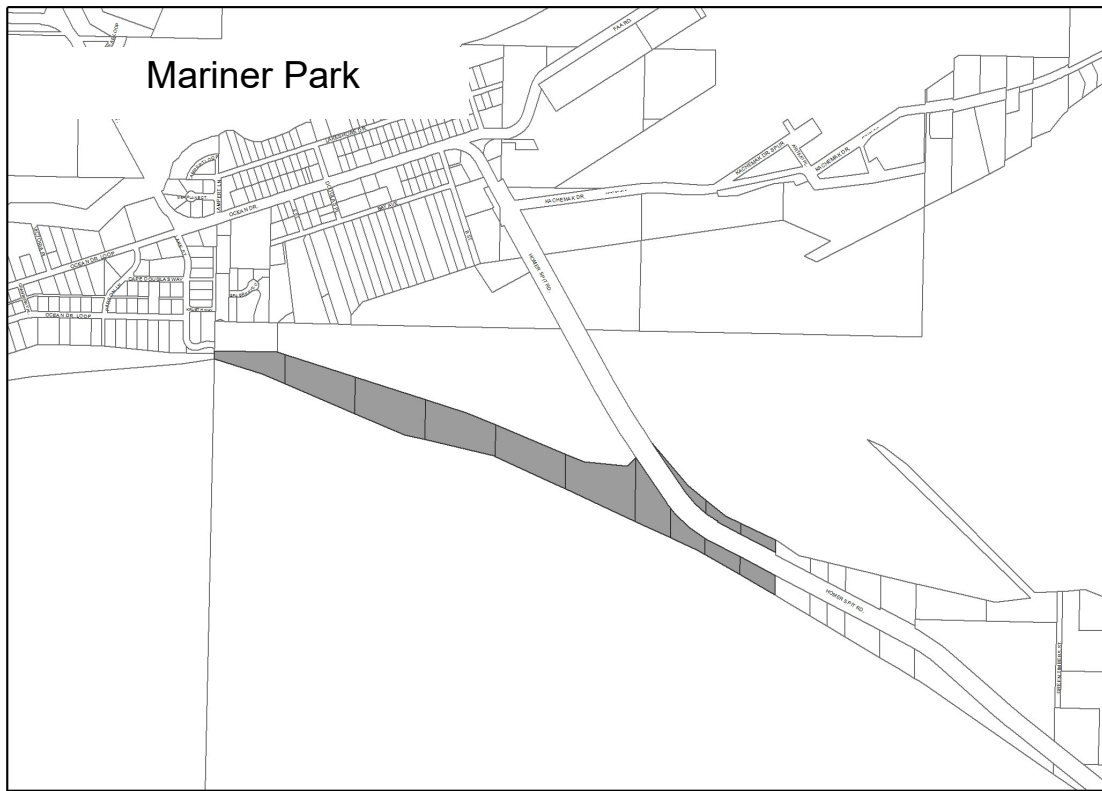
Infrastructure: Paved Road access, power.

Notes:

Has water and sewer assessments.

Resolution 15-030(A): For sale. Lot 1 has not yet sold.

Finance Dept. Code:



Designated Use: Park

Acquisition History: Lot 10: Simmons purchase, 1983. Other are EVOS purchases.

Area: 32.32 acres

Parcel Number: 18101002-14

Legal Description: T 6S R 13W SEC 28 SEWARD MERIDIAN HM GOVT LOTS 5-8, 10-15

Zoning: Open Space Recreation/Conservation

Wetlands: Tidal

Infrastructure: No infrastructure

Notes: Mariner Park and Mud Bay were nominated by the City as Western Hemisphere Shorebird Reserve Sites in 1994 ("whisern"). They are recognized as sites of international importance. <http://www.whsrn.org/>

2012 Mariner Park driveway was relocated to the north.

Resolution 15-030(A): designate as park.

2016: new campground office located at Mariner Park.

12/2018: Relocated mouth of Slough away from Campground area

Finance Dept. Code:



Designated Use: Open Space (Resolution 2018-035)

Acquisition History: Tax foreclosure (seawall) KPB Ord 02-41

Area: 1.66 acres

Parcel Number: 177177-06, 07

Legal Description: Lot 43 and 44, Oscar Munson Subdivision

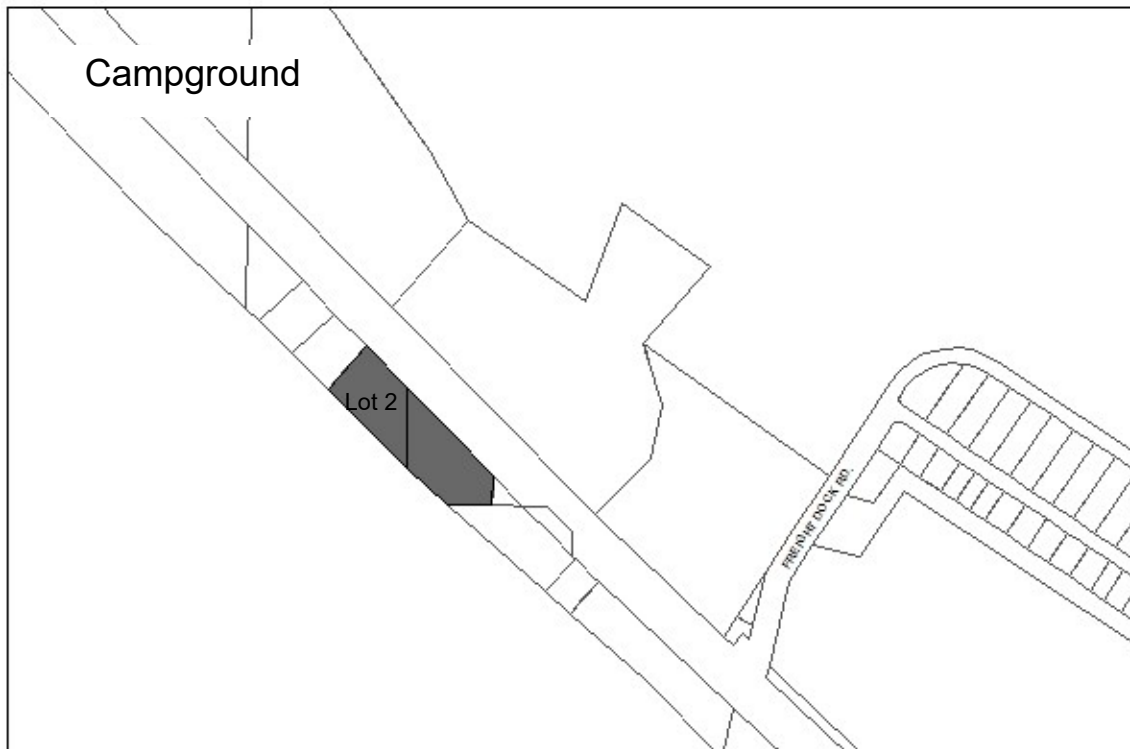
Zoning: Rural Residential

Wetlands: Most of these lots are tidal and critical habitat.

Infrastructure: Gravel road, water and sewer, natural gas, seawall.

Notes: These lots contain seawall frontage. There is little to any developable area. There continues to be bluff erosion above the seawall on these lots. There are seawall and SAD assessments on these properties. Resolution 22-005 levied a seawall assessment of \$103,461.73 (combined amount for both lots).

Finance Dept. Code:



Designated Use: Camping

Acquisition History:

Area: 3.92 acres (2.1 and 1.82 acres)

Parcel Number: 18103101, 02

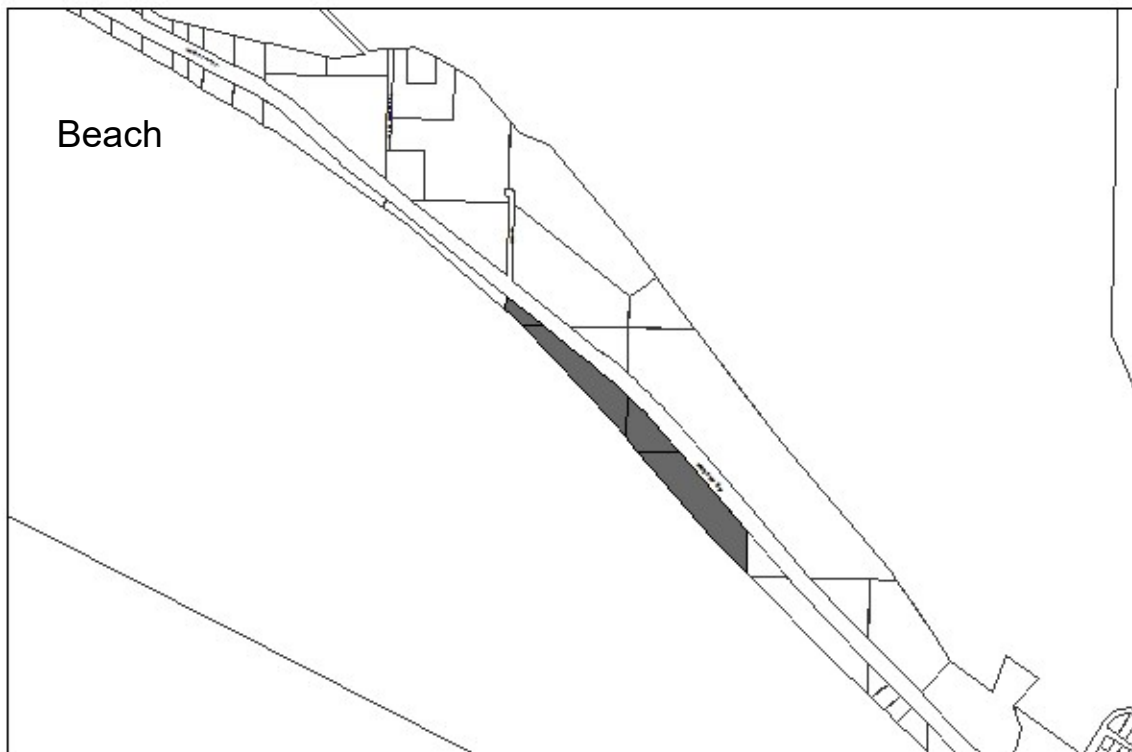
Legal Description: Homer Spit Subdivision Amended Lot 2, and that portion of Government Lot 14 lying south of the Homer Spit Road T6S R13W S35

Zoning: Open Space Recreation.

Infrastructure: Paved road, water and sewer

Notes: At most, 1/3 of the land is above the high tide line. The rest is beach or underwater.
 2016: Campground office sold and removed due to repeated erosion and storm damage.
 2018: Campground closure due to erosion
 2019: Significant erosion, placement of dredge spoils to protect the road. No camping permitted.
 2024: Significant storm event, road revetment extended along Homer Spit Road the length of these properties.

Finance Dept. Code:



Designated Use: Public Use/ Open Space Recreation

Acquisition History: Ord 90-26 (KPB). Lot 6: EVOS purchase

Area: 23 acres

Parcel Number: 181030 02, 04, 06 18102011

Legal Description: T 6S R 13W SEC 35 SEWARD MERIDIAN HM PORTION GOVT LOT 1,2, Sec 34 Lot 1, lot 6 SW of Sterling Hwy Sec 27

Zoning: Open Space Rec

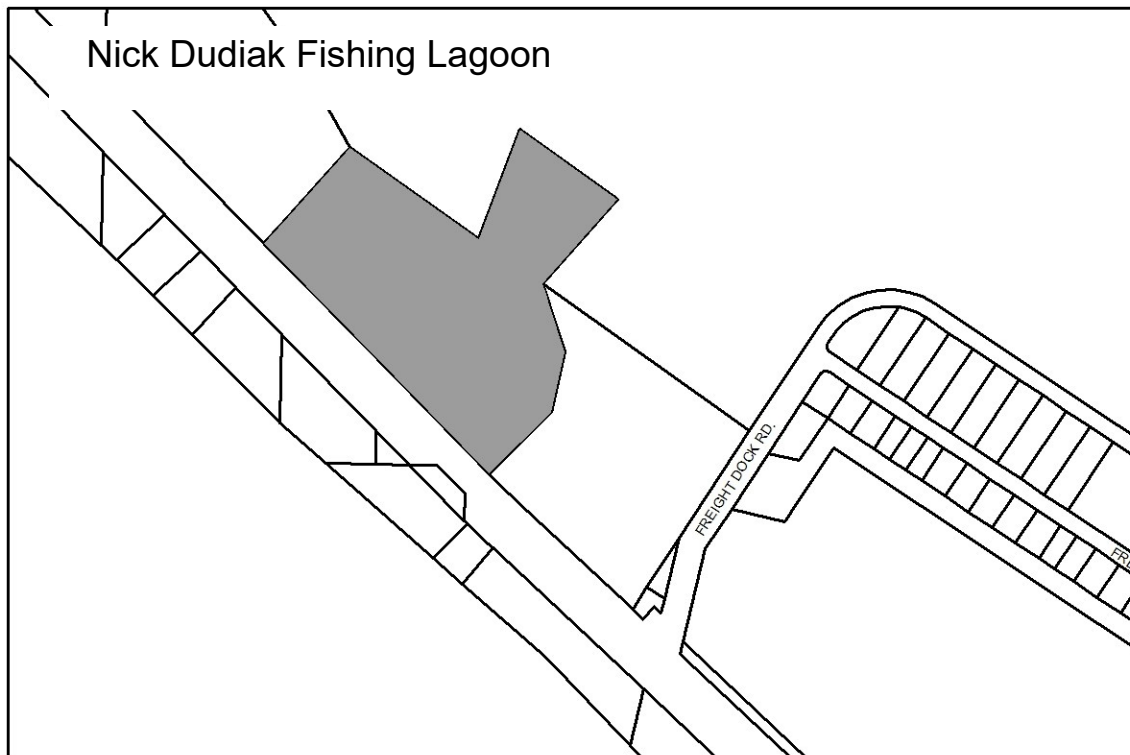
Wetlands: Tidal

Infrastructure: Paved Road access

Notes:

Acquisition history of lot 6 should be researched as budget allows

Finance Dept. Code:



Designated Use: Fishing Lagoon

Acquisition History: Ord 83-26 Purchase from World Seafood

Area: 17.71 acres

Parcel Number: 18103116

Legal Description: T 6S R 13W SEC 35 SEWARD MERIDIAN HM 0920039 THE FISHIN HOLE SUB TRACT 2

Zoning: Open Space Recreation

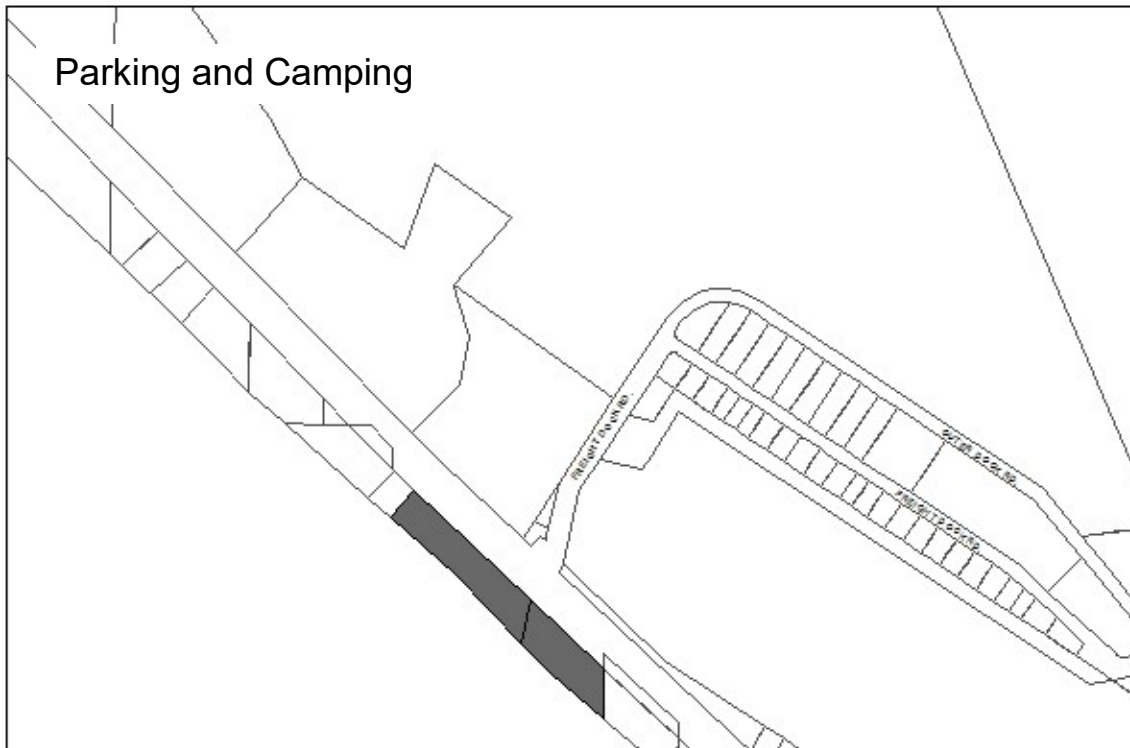
Wetlands: N/A. Portions in floodplain.

Infrastructure: City Water and Sewer, paved road access. Restroom.

Notes:

- Dredged in 2012
- 2016 construction of Kachemak Bay Water Trail shelter
- 2016 new fish cleaning tables built (ADFG funded)
- 2018: paved trail extended to fish cleaning tables and water trail pavilion. ADA campsites constructed.
- Dredging planned in 2023

Finance Dept. Code:



Designated Use: Western lot: Camping. East lot, parking
Acquisition History:

Area: 5.7 acres

Parcel Number: 18103301, 18103108

Legal Description: Homer Spit Amended Lots 7 and 9

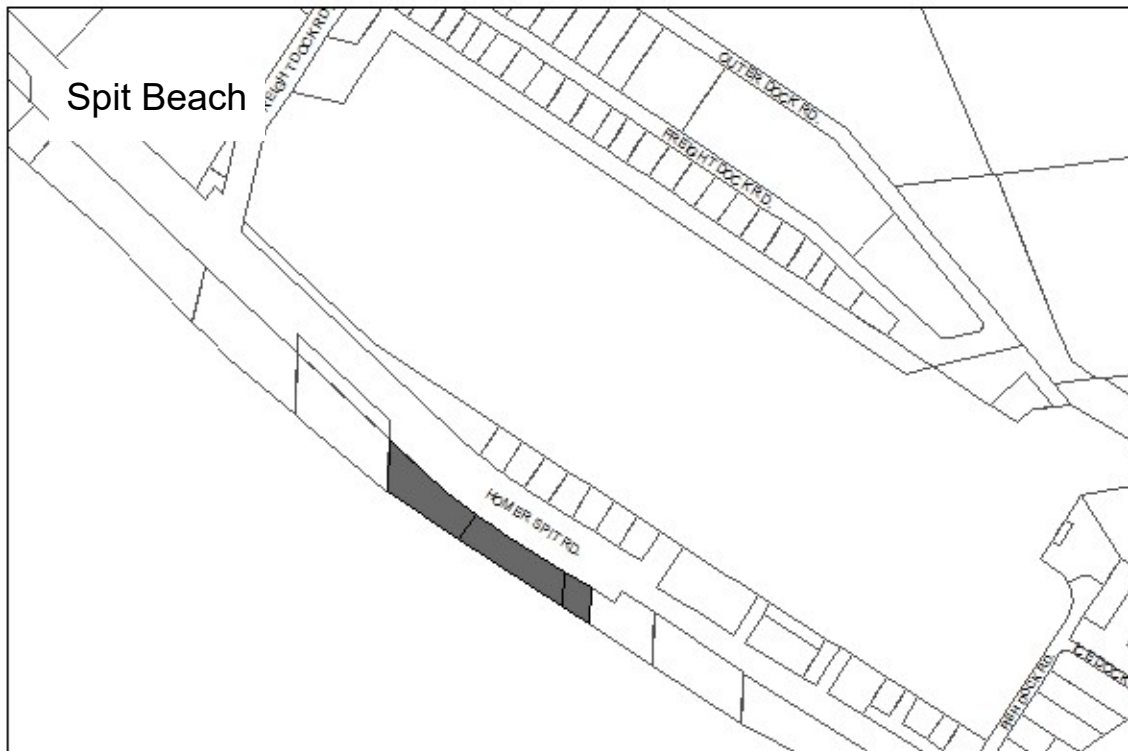
Zoning: Open Space Recreation

Wetlands: N/A

Infrastructure: Paved Road

Continued erosion of campground area. Dredge spoils are placed every spring to protect the highway. Starting in 2019.

Finance Dept. Code:



Designated Use: Open Space Recreation

Acquisition History: Lot 11B: Reso 93-14, 3/24/93 Deed. Acquired through an exchange for lot 18.

Area: 2.36 acres

Parcel Number: 181033 4, 5, 6

Legal Description: Homer Spit Subdivision Amended Lots 11 and 20. Lot 11B of HM 0640816.

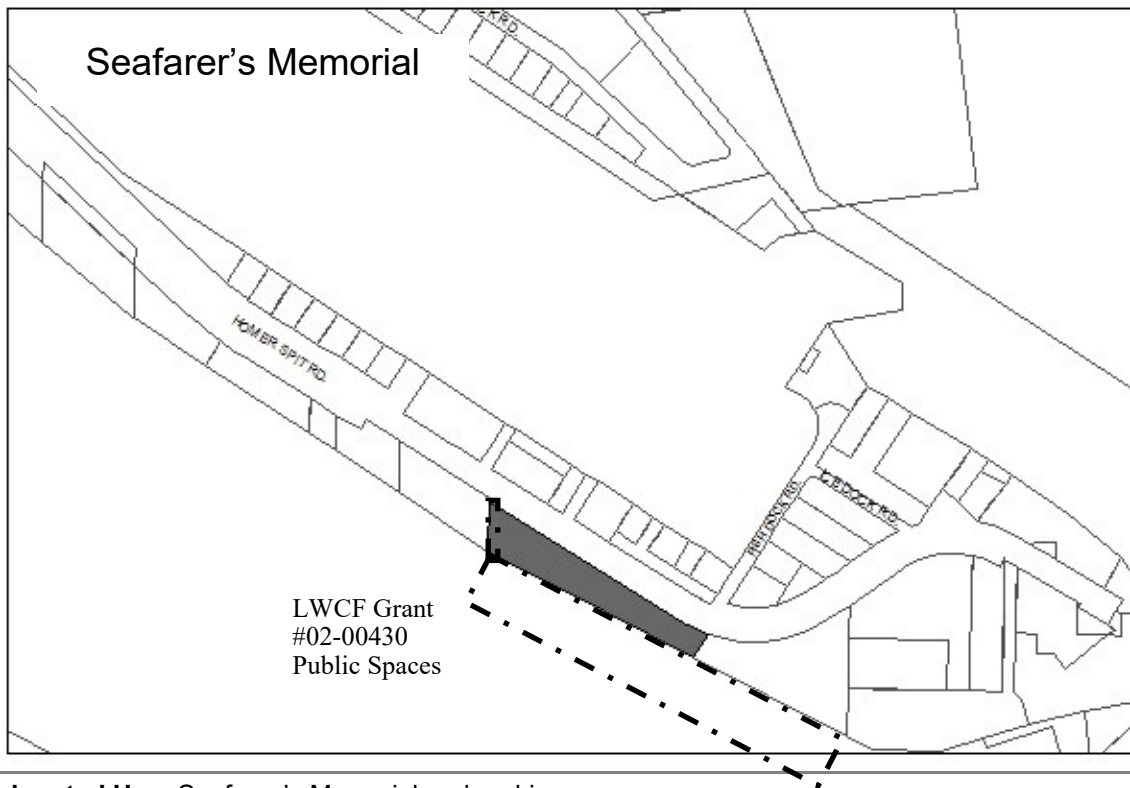
Zoning: Open Space Recreation

Wetlands: N/A

Infrastructure: Paved Road

Notes:

Finance Dept. Code:



Designated Use: Seafarer's Memorial and parking
Acquisition History:

Area: 2.52 acres

Parcel Number: 18103401

Legal Description: Homer Spit Amended Lot 31

Zoning: Open Space Recreation

Wetlands: N/A

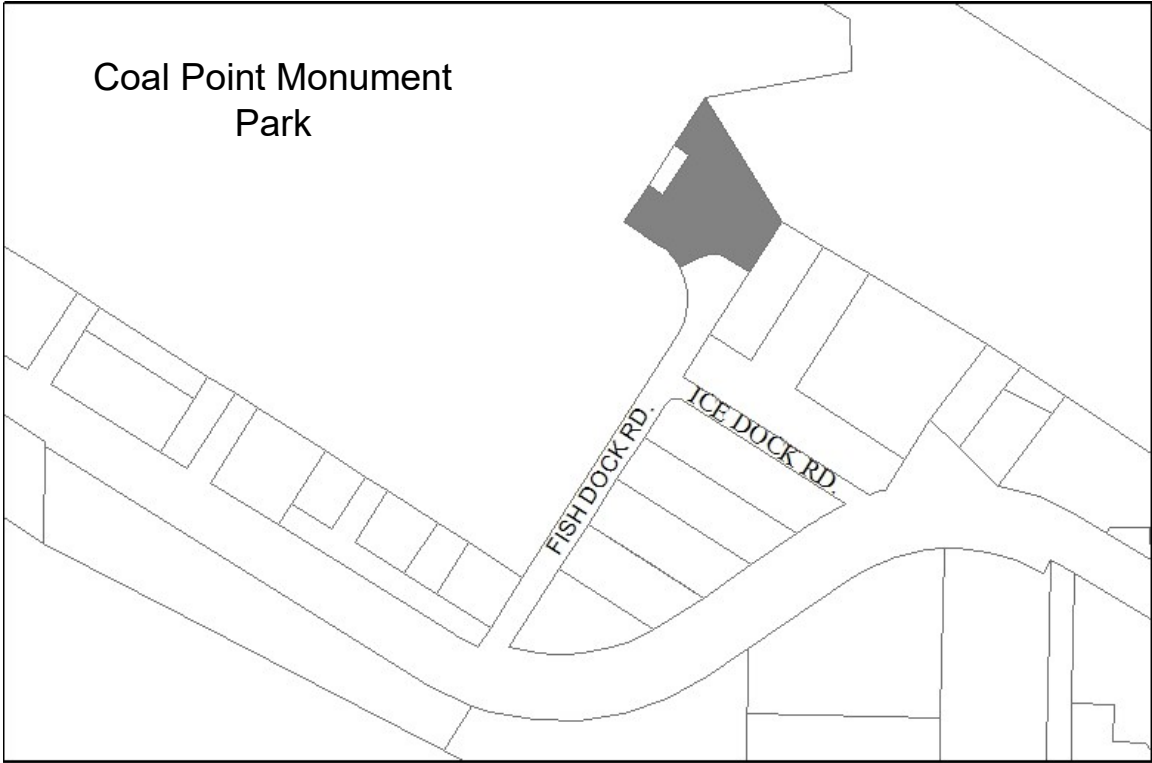
Infrastructure: Paved Road

LWCF Grant #02-00430 (Ramp 2 restrooms) encumbered a 20 foot strip along the northwest property boundary to provide permanent public beach access from Homer Spit Road to the tideland parcel. Seaward of the park parcel, a 250 foot wide strip of the tideland lot was also encumbered.

Memorial is a 100x100 foot area.

Resolution 20-008(S-3)(A) adopted a land management policy for this parcel.

Finance Dept. Code:

	
Designated Use: Park Acquisition History:	
Area: 1.09 acres	Parcel Number: 18103426
Legal Description: LEGAL T 7S R 13W SEC 1 SEWARD MERIDIAN HM 0890034 HOMER SPIT SUB AMENDED COAL POINT MONUMENT PARK EXCLUDING THAT PORTION AS PER LEASE AGREEMENT 187 @ 921	
Zoning: Marine Industrial	Wetlands:
Infrastructure: gravel parking area	
Notes:	
Finance Dept. Code:	



Designated Use: Beachfront between Icicle and Main Dock
Acquisition History:

Area: 0.11 acres

Parcel Number: 18103446

Legal Description: T 7S R 13W SEC 1 SEWARD MERIDIAN HM THAT PORTION OF GOVT LOT 20 LYING NE OF THE HOMER SPIT RD & BOUNDED ON THE NW BY LOT 43 OF HOMER SPIT SUB AMENDED & BOUNDED ON THE NE BY ATS 612 & BOUNDED ON THE SE BY LOT 45 OF HOMER SPIT SUB AMENDED & BOUNDED ON THE

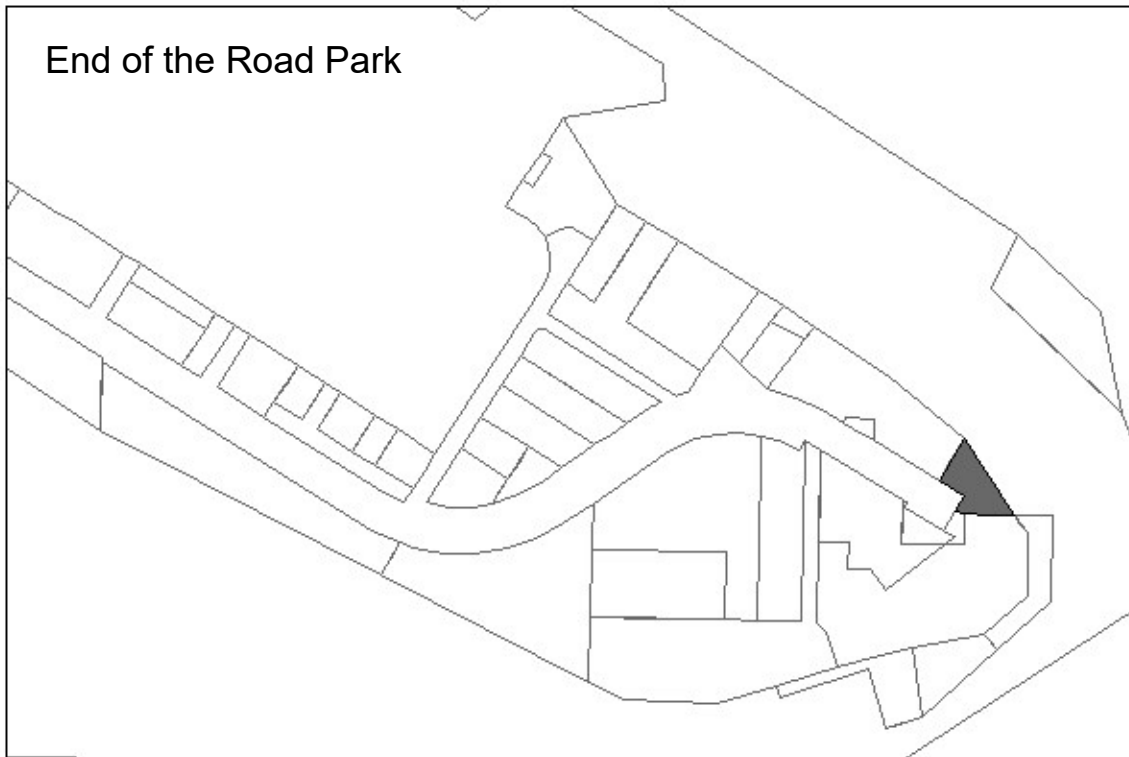
Zoning: Marine Industrial

Wetlands: N/A tidal, flood plain

Infrastructure:

Notes:

Finance Dept. Code:



Designated Use: End of the Road Park Resolution 13-032

Acquisition History:

Area: 0.43 acres

Parcel Number: 18103448

Legal Description: HM0930049 T07S R13W S01 HOMER SPIT SUB NO 6 VELMA'S ADDN LOT 45-B

Zoning: Marine Industrial

Wetlands: N/A

Infrastructure: Water, sewer, paved road access

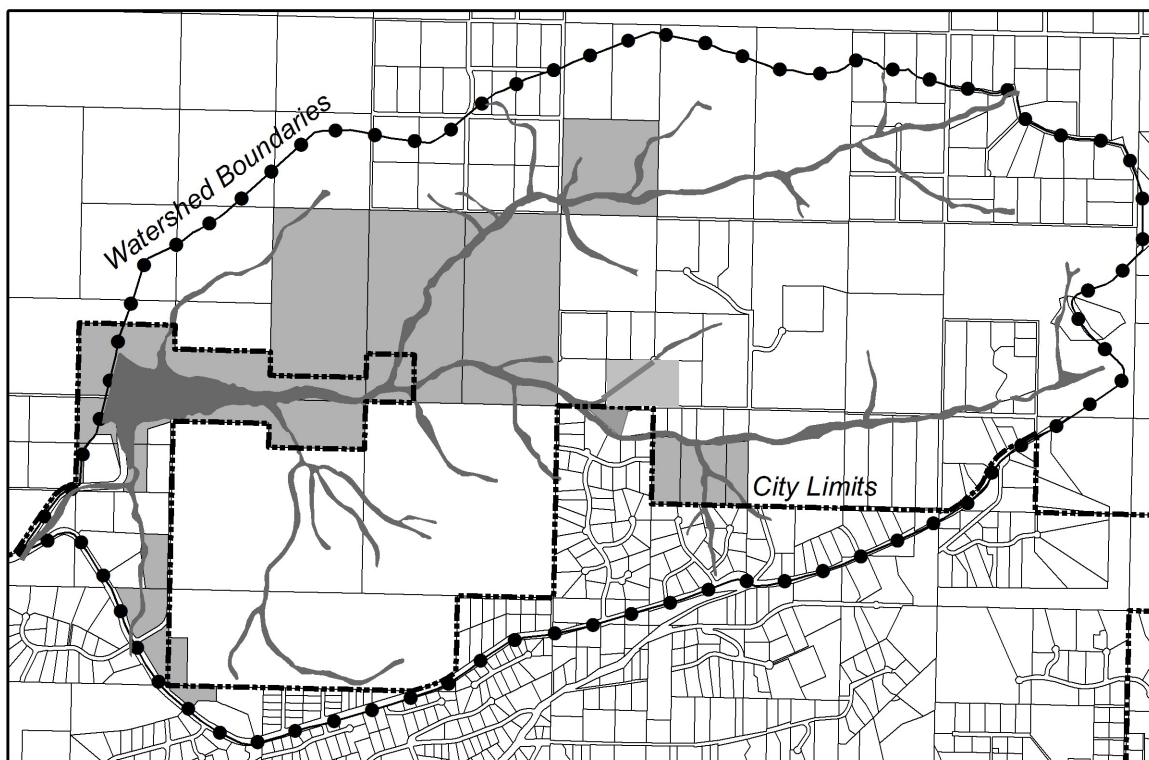
Address:

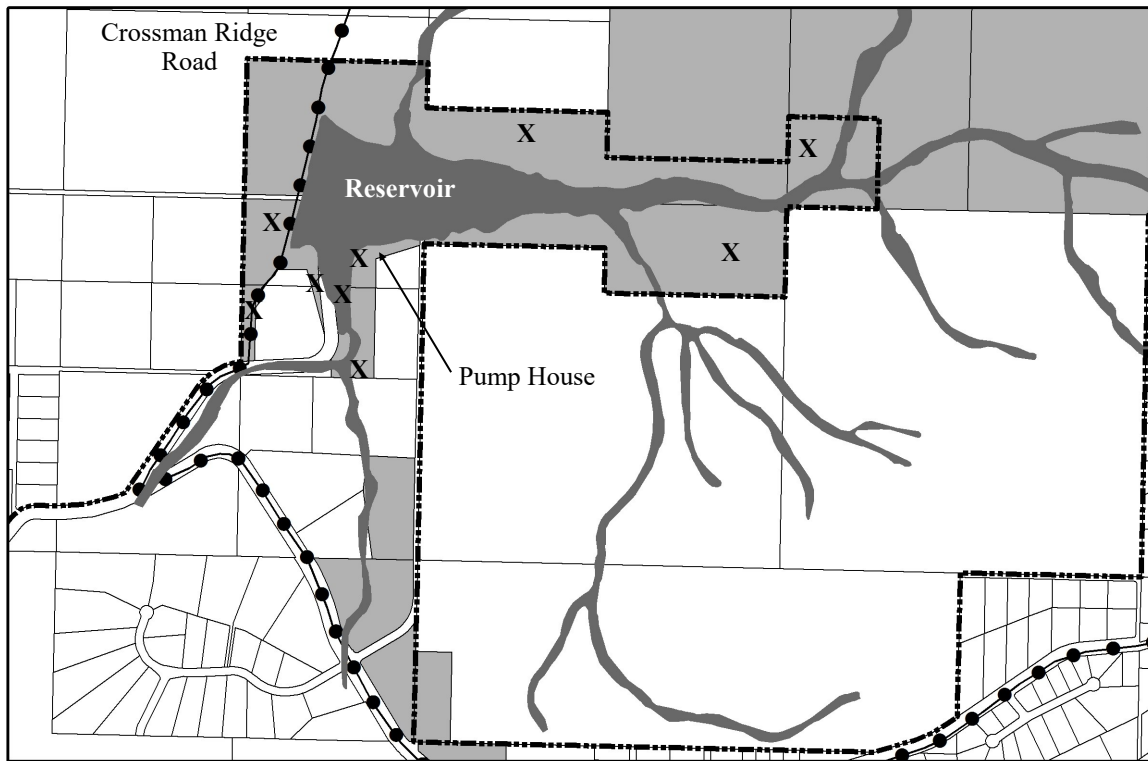
- Restroom construction 2013/14, parking lot paved, and spit trail completed
- Access easement granted to Land's End for fire egress, due to erosion of beach.

Finance Dept. Code:

City Lands within the Bridge Creek Watershed Protection District

These properties lie within the Bridge Creek Watershed Protection District. Not all the lands within the district are in Homer City limits. The city owns 25 lots totaling 452.38 acres. Lands include conservation purchases from the University of Alaska, Bureau of Indian Affairs, Kenai Peninsula Borough tax foreclosure, private parties, and water system infrastructure such as the reservoir, pump house, and water treatment plant and tanks.





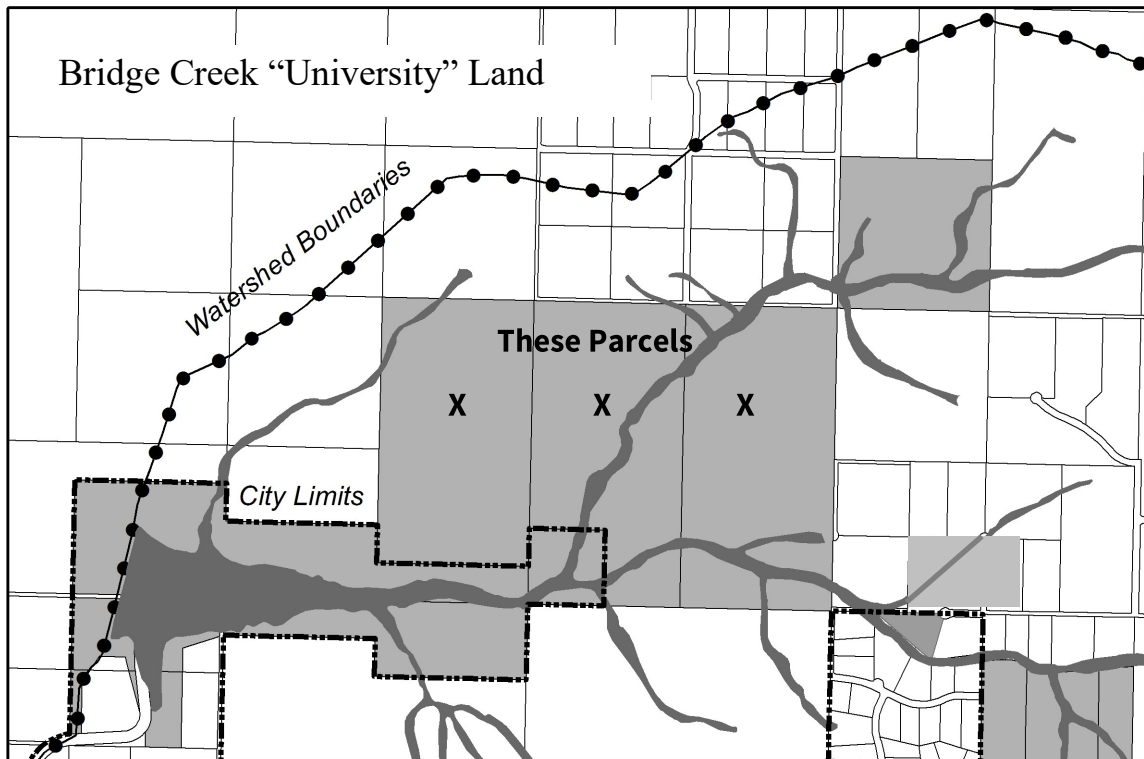
Designated Use: Bridge Creek Watershed, Reservoir and pump house
Acquisition History:

Area: 120.9 acres **Zoning:** Conservation

PARCEL ACREAGE LEGAL

17307053	0.410	T 6S R 13W SEC 7 SEWARD MERIDIAN HM 0711238 DIAMOND RIDGE ESTATES SUB LOT 2 THAT PORTION THEREOF LYING EAST OF DIAMOND RIDGE ROAD
17307057	1.470	T 6S R 13W SEC 7 SEWARD MERIDIAN HM 0711238 DIAMOND RIDGE ESTATES SUB LOT 13 A PORTION THEREOF
17307059	0.130	T 6S R 13W SEC 7 SEWARD MERIDIAN HM 0711238 DIAMOND RIDGE ESTATES SUB LOT 13 A PORTION THEREOF
17307062	7.350	T 6S R 13W SEC 7 SEWARD MERIDIAN HM 0711238 DIAMOND RIDGE ESTATES SUB LOT 1 PORTION THEREOF
17307064	6.940	T 6S R 13W SEC 7 SEWARD MERIDIAN HM 0711238 DIAMOND RIDGE ESTATES SUB LOT 2 PORTION THEREOF
17305301	30.000	T 6S R 13W SEC 8 SEWARD MERIDIAN HM N1/2 N1/2 NW1/4 NW1/4 & N1/2 NE1/4 NW1/4
17305111	60.000	T 6S R 13W SEC 5 T 6S R 13W SEC 6 HM SEWARD MERIDIAN S1/2 S1/2 SE1/4 SW1/4 & S1/2 SW1/4 SW1/4 OF SEC 5 & S1/2 SE1/4 SE1/4 & S1/2 N1/2 SE1/4 SE1/4 OF SEC 6
17305236	10.000	T 6S R 13W SEC 5 SEWARD MERIDIAN HM SW1/4 SW1/4 SE1/4
17307060	4.600	T 6S R 13W SEC 7 SEWARD MERIDIAN HM 0711238 DIAMOND RIDGE ESTATES SUB LOT 14 THE W1/2 THEREOF

Finance Dept. Code:



Designated Use: Bridge Creek Watershed Property

Acquisition History: Ordinance 2003-7(A). Purchased from UAA.

Area: 220 acres

Parcel Number: 173 052 34, 35, 17305120

Legal Description: The Northwest one-quarter of the Southeast one-quarter (NW1/4 SE1/4) and the East one-half of the Southwest one-Quarter of the Southeast one-quarter (E1/2 SW1/4 SE1/4) and the Northwest one-quarter of the Southwest one-quarter of the Southeast one-quarter (NW1/4 SW1/4 SE1/4) and the Northeast one-quarter of the Southwest one-quarter (NE1/4 SW1/4) and the North one-half of the South one-half of the Southeast one-quarter of the Southwest one-quarter (N1/2 S 1/2 SE1/4 SW1/4) and the East one-half of the Southeast one-quarter (E1/2 SE1/4) of Section 5, Township 6 South, Range 13 West, Seward Meridian, in the Homer Recording District, State of Alaska.

Zoning: Bridge Creek Watershed Protection District. Not within City Limits.

Wetlands: Some wetlands. Bridge Creek flows through the property.

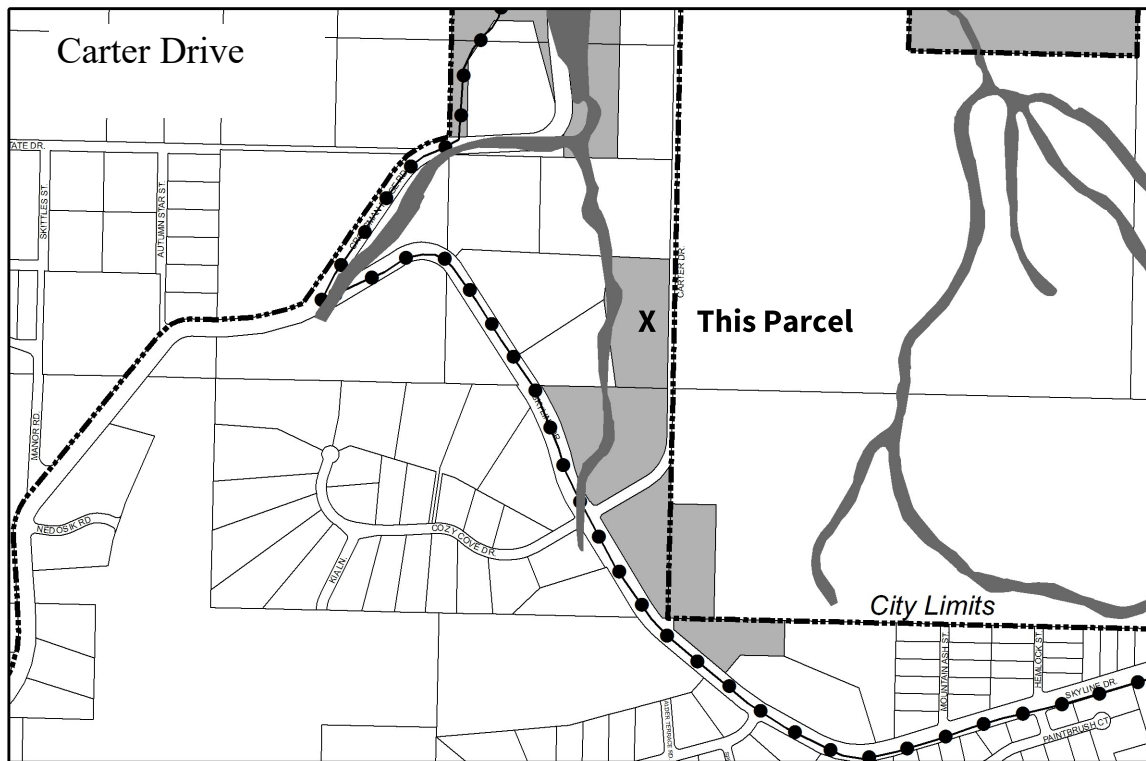
Infrastructure: None. Limited legal and physical access.

Notes:

Paid \$265,000 for land in 2003.

Fire hazard mitigation conducted in 2011.

Finance Dept. Code:



Designated Use: A public use to protect and enhance the City's Bridge Creek Watershed and thereby protect its water quality.

Acquisition History: Emergency Ordinance 2005-40, 2005-45.

Area: 5.93 acres

Parcel Number: 173070760

Legal Description: HM0840119 T06S R13W S07 Pioneer Valley Subdivision Lot 2

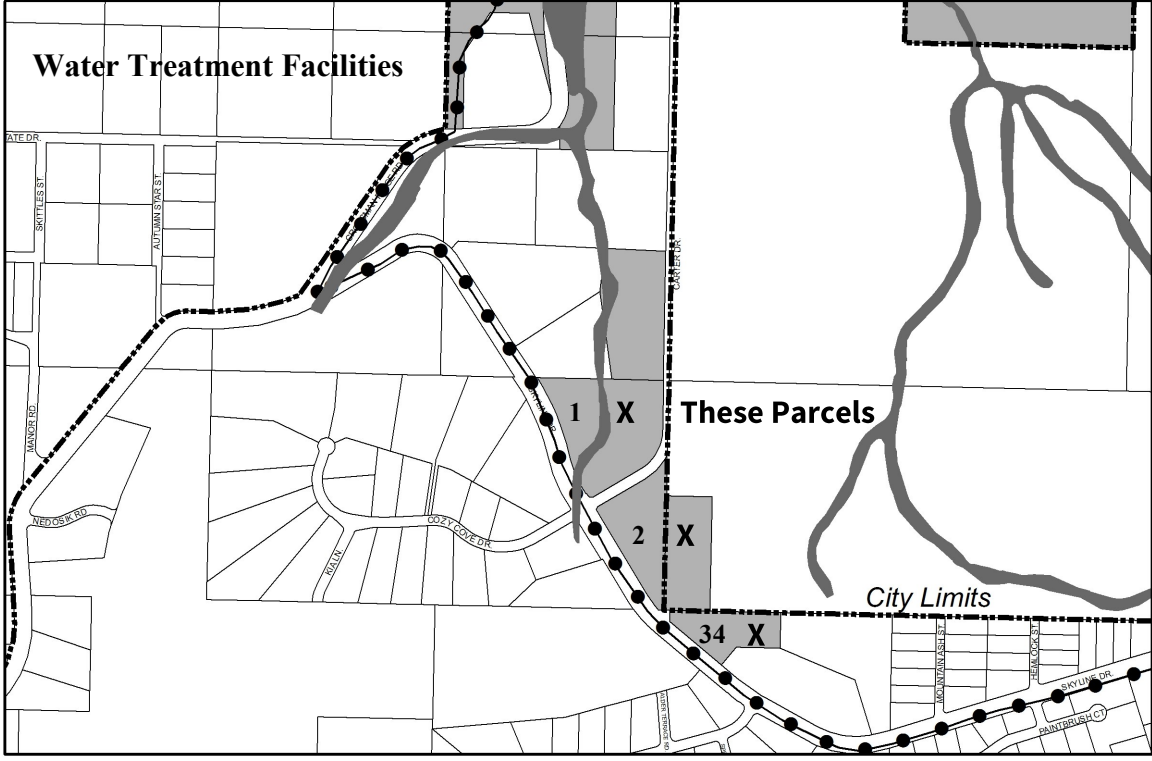
Zoning: Rural Residential, Bridge Creek WPD

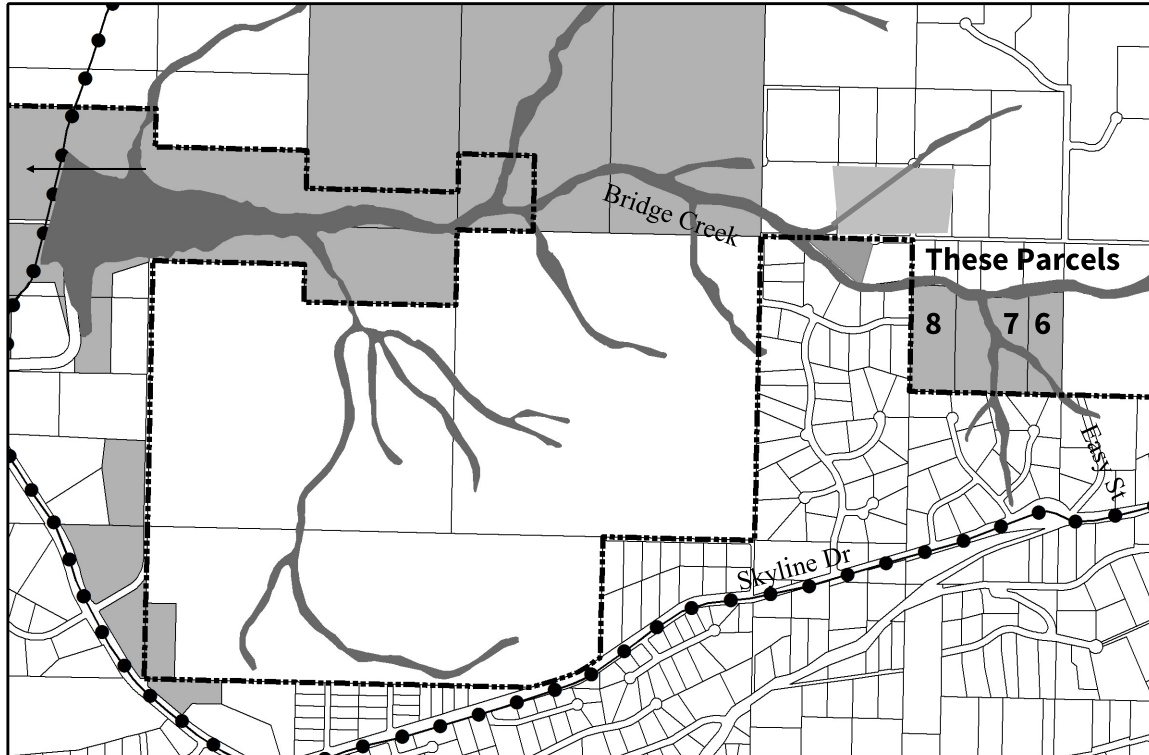
Wetlands: Some discharge slope wetland, possibly a creek to the Reservoir.

Infrastructure: Driveway access to property.

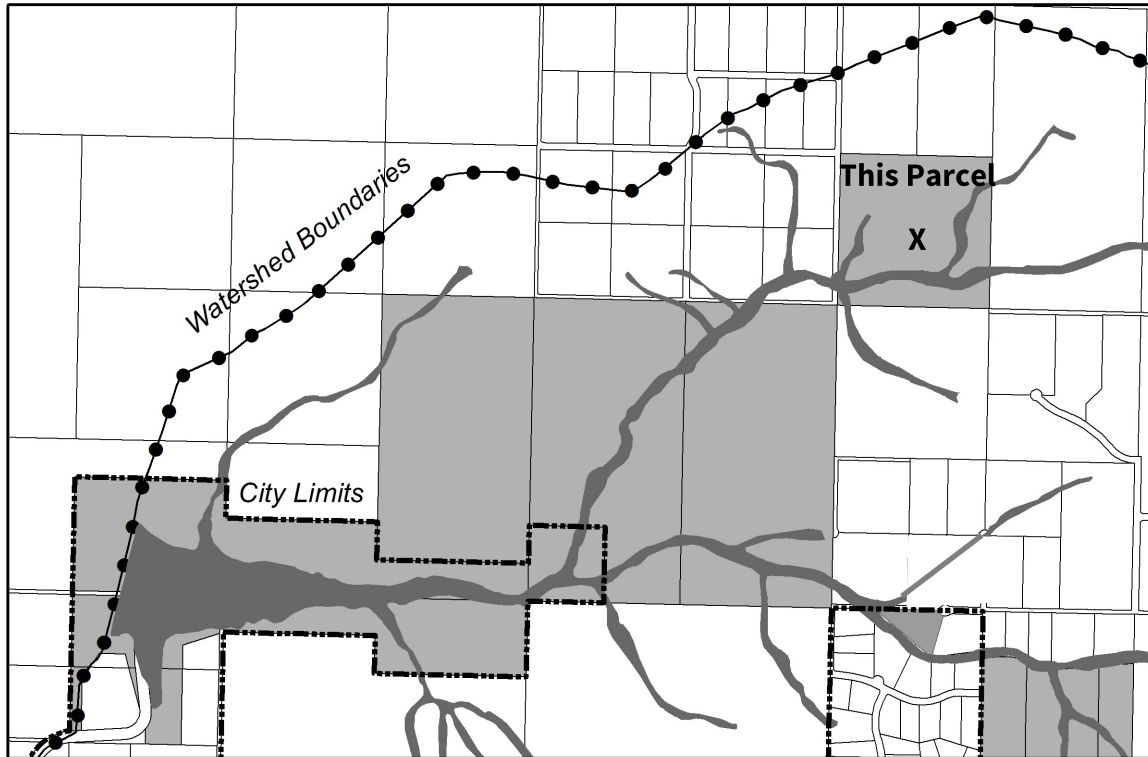
Notes: Property includes a small cabin.

Finance Dept. Code:

	
<p>Designated Use: Protecting the watershed and providing alternate access to property north of the City's water treatment plant, Water Tank and building, City Well Reserve Water Tank and building/Public Purpose.</p> <p>Acquisition History: Ordinance 10-21 (Lot 1) Lot 34 Purchased 1/97 Tulin</p>	
<p>Area: Lot 1: 7.83 acres Lot 2: 8.34 acres Lot 34: 3 acres</p>	<p>Parcel Number: 17307094, 95, 96, 17308034</p>
<p>Legal Description: Hillstrand's Homestead Lots 1, 2, Tulin Terrace Upper Terrace Lot 34</p>	
<p>Zoning: Rural Residential, Bridge Creek WPD</p>	<p>Wetlands: Some discharge slope wetland, possibly a creek to the Reservoir.</p>
<p>Infrastructure: Paved road, electricity</p>	
<p>Notes:</p> <p>Bulk of Lot 1 purchased in 2010, Ord 10-21, \$90,000. 184 Skyline Dr Former water treatment plant site. A fire station/equipment storage was constructed in 2014. Eastern half of lot 2, acquired through eminent domain. Location of the water treatment plant. Lot 34 is the site of a 1 million gallon water tank.</p>	
<p>Finance Dept. Code:</p>	



Designated Use: Watershed Protection Purposes	
Acquisition History: Ordinance 2009-08(A)	
Area: Lot 6: 6.91 acres, Lot 7: 13.38 acres Lot 8: 8.89 acres Total: 28.81 acres	Parcel Numbers: 1736600 6, 7, 8
Legal Description: Lots 6,7 and 8, Roehl Parcels Record of Survey Amended	
Zoning: Not in city limits.	Wetlands: about half the land is wetland. Bridge Creek is the northern boundary of these lots.
Infrastructure: Gravel access on Easy Street and Quinalt Ave. There is a gravel road with some sort of easement over lots 6 and 7.	
Notes: Lots purchased 2/25/09 from BIA Lot 6, \$58,735, recorded document 2009-000612-0 Lot 7, \$113,730, recorded document 2009-000613-0 Lot 8, \$75,565, recorded document 2009-000611-0 Total Cost: \$248,030 The northern lot line of these lots is bridge creek, and meanders as the creek meanders. Public roadway easement granted 7/29/21 2001-002825-0 Homer Recording District	
Finance Dept. Code:	



Designated Use: Public Purpose, Watershed Protection Purposes (Reso 16-043 Ord 16-19)

Acquisition History: Tax foreclosure from KPB, Ordinance 15-15,

Area: 40 acres

Parcel Numbers: 17305219

Legal Description: T 6S R 13W SEC 4 SEWARD MERIDIAN HM SW1/4 NW1/4

Zoning: Not in city limits, part of the Bridge Creek WPD.

Wetlands: about half the land is wetland. Bridge Creek is the northern boundary of these lots.

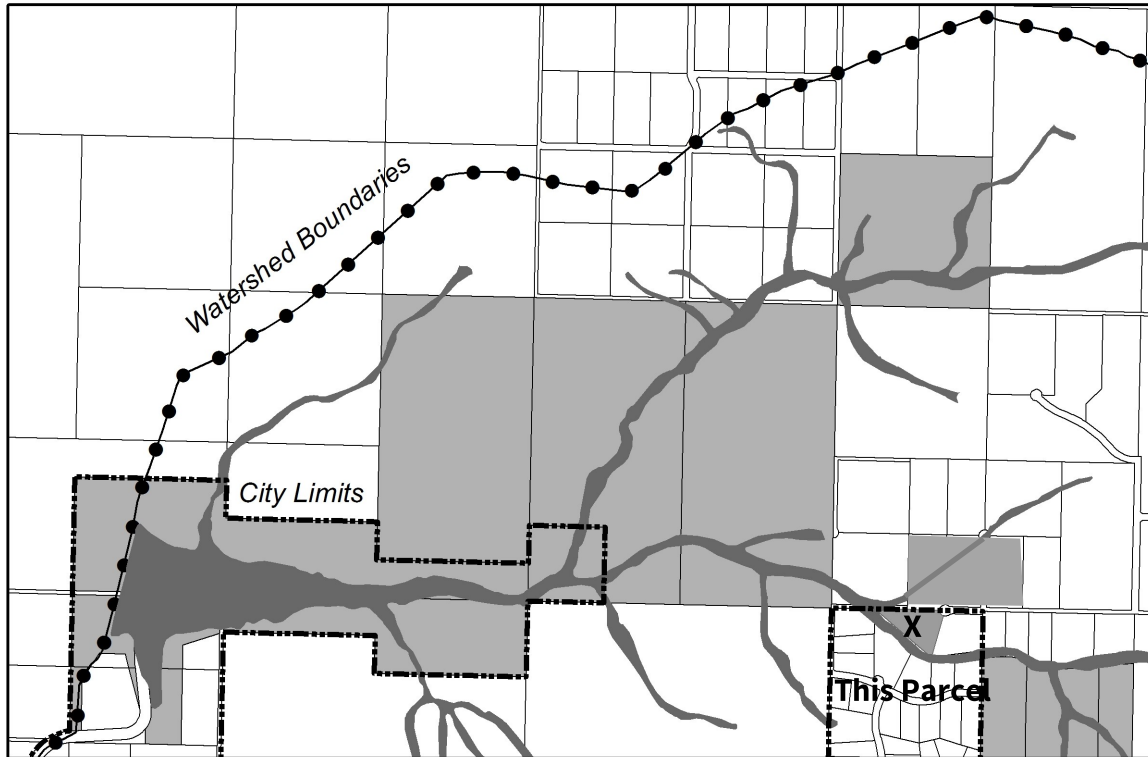
Infrastructure: Gravel access on Easy Street and Quinalt Ave. There is a gravel road with some sort of easement over lots 6 and 7.

Notes:

Purchase cost: \$2,805.21 in 2015.

Legal and physical access to this property is difficult. Bridge Creek flows through a ravine along the bottom third of the lot, and the property is generally steep.

Finance Dept. Code:



Designated Use: Watershed Protection Purposes (Ord 17-27)

Acquisition History: City purchased from private land owner

Area: 2.86 acres

Parcel Number: 17305408

Legal Description: T 6S R 13W SEC 9 SM Kelly Ranch Estates Sub Lot 8 Block 1

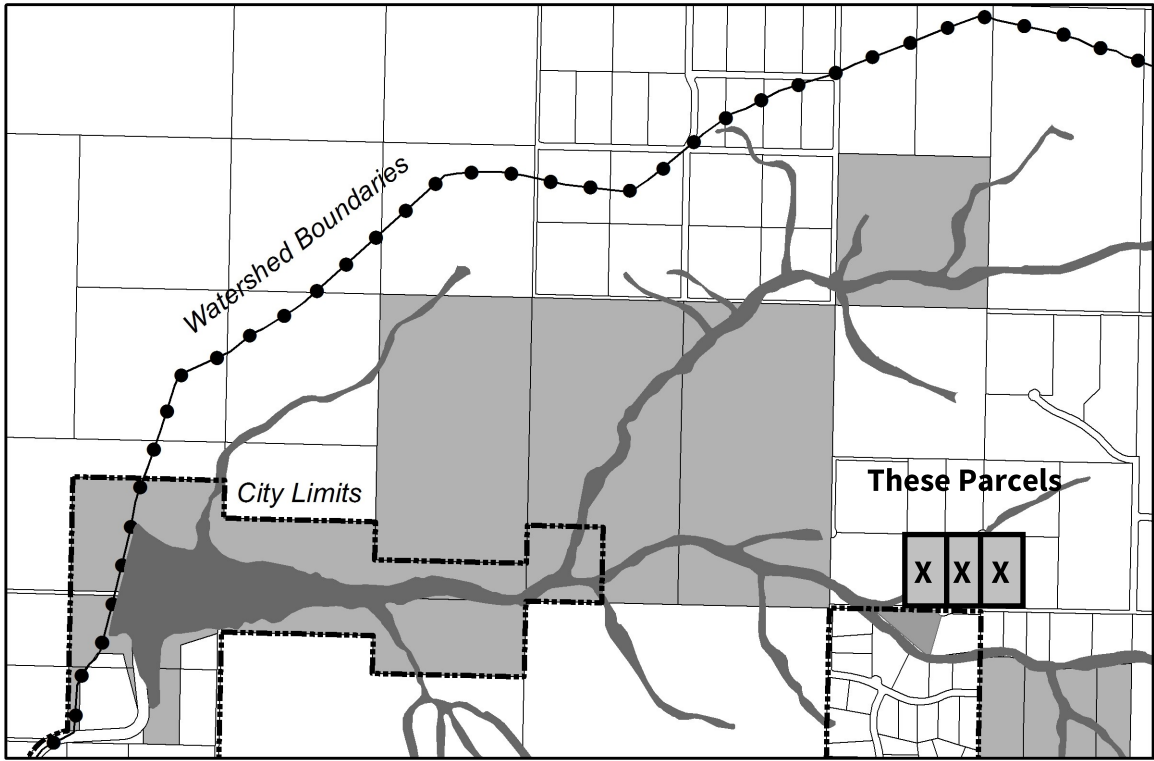
Zoning: RR, and part of the Bridge Creek WPD.

Wetlands: Lot is all wetlands. Bridge Creek runs through the valley on the south side of the lot.

Infrastructure: Access by foot or ATV via a section line and undeveloped right of way.

Notes:

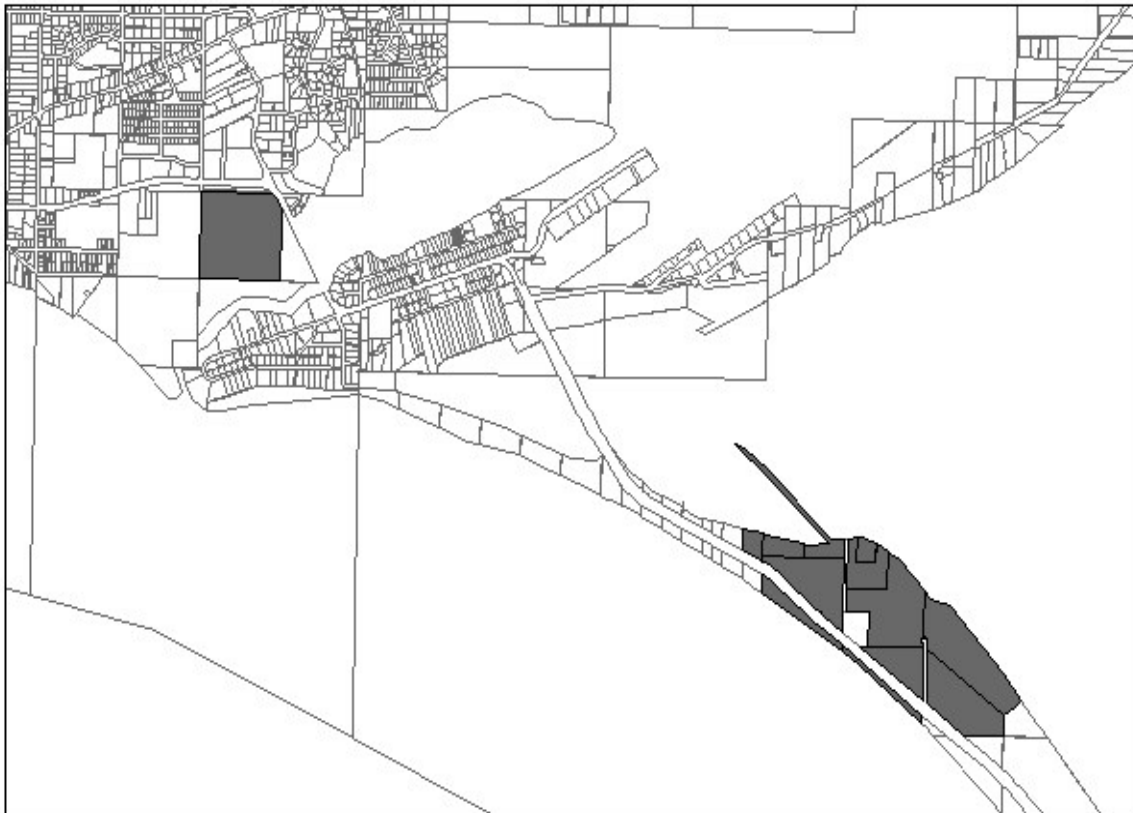
Finance Dept. Code:

 <p>The map displays the Bridge Creek watershed area. A dashed line indicates the 'City Limits'. A solid line with dots represents the 'Watershed Boundaries'. Three specific parcels are highlighted with a black border and labeled 'These Parcels' with 'X X X' inside them. The map also shows various land parcels and a creek network.</p>	
Designated Use: Watershed Protection Purposes (Ord 22-01(A) and 23-02(A)) Acquisition History: City purchased from private land owner	
Area: 13.86 acres	Parcel Number: 17370003, 04, 05
Legal Description: T 6S R 13W SEC 4 SM Bridge Creek Cooperative Sub Lots 6,7,8	
Zoning: Bridge Creek WPD.	Wetlands: Wetlands present, and a tributary to Bridge Creek.
Infrastructure: Access by foot or ATV via a section line and undeveloped right of way.	
Notes:	
Finance Dept. Code:	

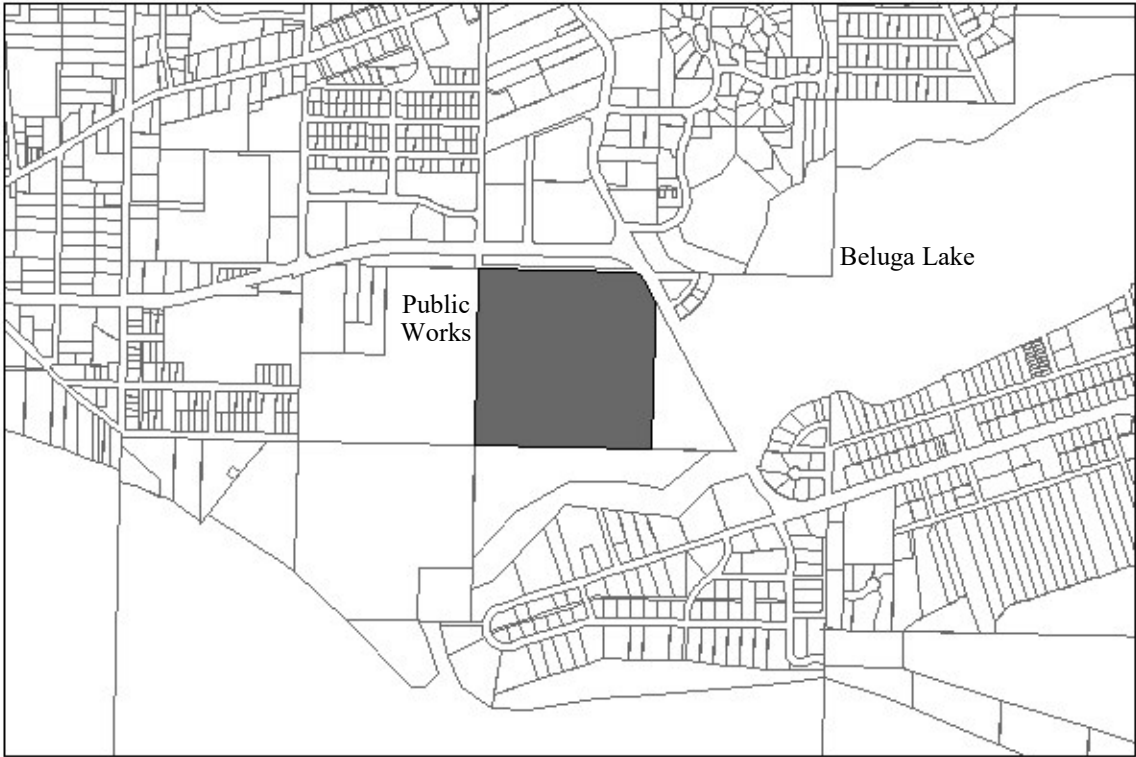
Homer Conservation Easement Lands

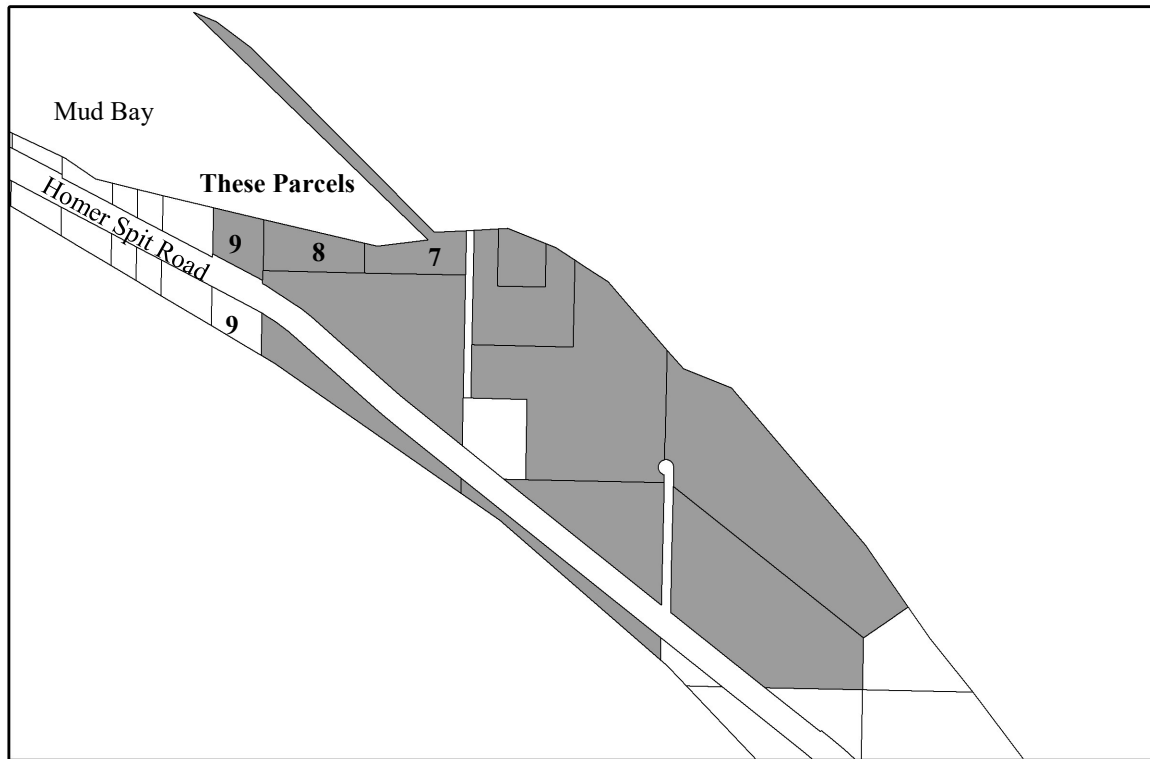
Most conservation lands in Homer were acquired through Exxon Valdez Oil Spill funding. Generally there are very strict easements on these lands as they were purchased to protect habitat, particularly shorebird habitat in sensitive areas. A portion of Louie's Lagoon has a conservation easement held by the Kachemak Heritage Land Trust. In 2020, The Nature Conservancy donated a 2.62 acre parcel along the Homer Spit to the city.

Total acreage: 172.34 acres.



This section updated 11/30/2020

	
Designated Use: Acquisition History: EVOS purchase and conservation easement.	
Area: 39.24 acres	Parcel Number: 17714006
Legal Description: HM T06S R13W S20 NW1/4 SE1/4 EXC HOMER BY PASS RD	
Zoning: Conservation	Wetlands: Beluga Slough Estuary
Notes: <ul style="list-style-type: none"> • Conservation Easement document recorded in Book 0275, Page 243, Homer Recording District, 4/21/98. • Parcel is within a FEMA-mapped floodplain. • Resolution 15-064 supported the inclusion of this land in the Western Hemisphere Shorebird Reserve Network 	
Finance Dept. Code: 392.0013	

**Designated Use:****Acquisition History:** EVOS purchase and conservation easement. Resolution 97-72 and 104.

Area: Lot 7: 7.1 acres
 Lot 8: 3.94 acres
 Lot 9: 3.00 acres
 Lot 9 S of Road: 2.16 acres (no EVOS Conservation Easement)

Parcel Number: 181020 02, 01, 18101023, 24

Legal Description: HM T06S R13W S27 GOVT LOT 7 (east) and 8 (west)
 HM T06S R13W S28 THAT PORTION OF GOVT LOT 9 LYING NORTH OF HOMER SPIT RD

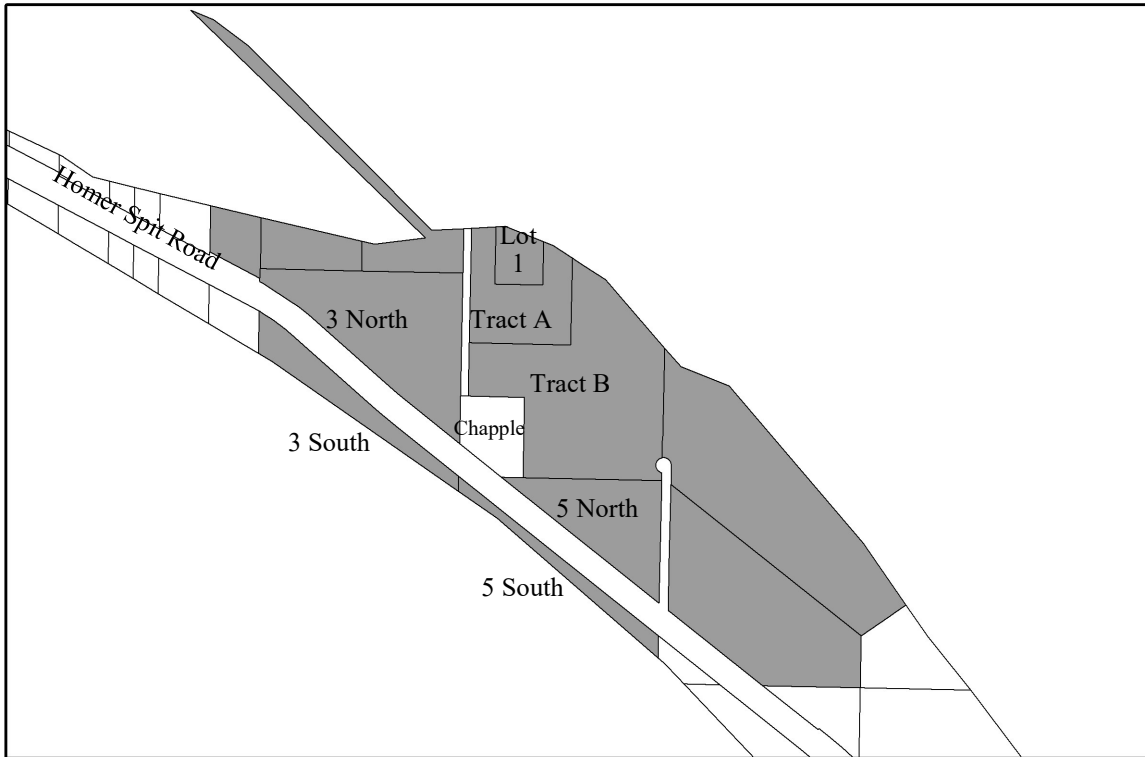
Zoning: Conservation—lots 7 and 8
 Open Space Recreation—Lot 9

Environment: State Critical Habitat Area below 17.4 ft . mean high tide line.

Notes:

- Conservation easement recorded in Book 0275, Page 229, Homer Recording District, 4/21/98.
- Parcels are within a FEMA-mapped flood hazard area.

Finance Dept. Code:

**Designated Use:****Acquisition History:** EVOS purchase and conservation easement.**Area:** Total: 70.97 acres**Parcel Number:** 18102 03, 04, 05, 06, 09, 10,14**Legal Description:** T 6S R 13W SEC 27 SEWARD MERIDIAN HM:

- 0630660 WALTER DUFOUR SUB LOT 1, 0630060 WALTER DUFOUR SUB TRACT A
- THAT PORTION OF GOVT LOT 3 LYING NORTH OF HOMER SPIT RD
- THAT PORTION OF GOVT LOT 3 LYING SOUTH OF HOMER SPIT RD
- THAT PORTION OF GOVT LOT 5 LYING NORTH OF HOMER SPIT RD
- PORTION OF GOVT LOT 5 LYING SOUTH OF HOMER SPIT HWY
- 0770055 WALTER DUFOUR SUB TRACT B TRACT B

Zoning: Conservation

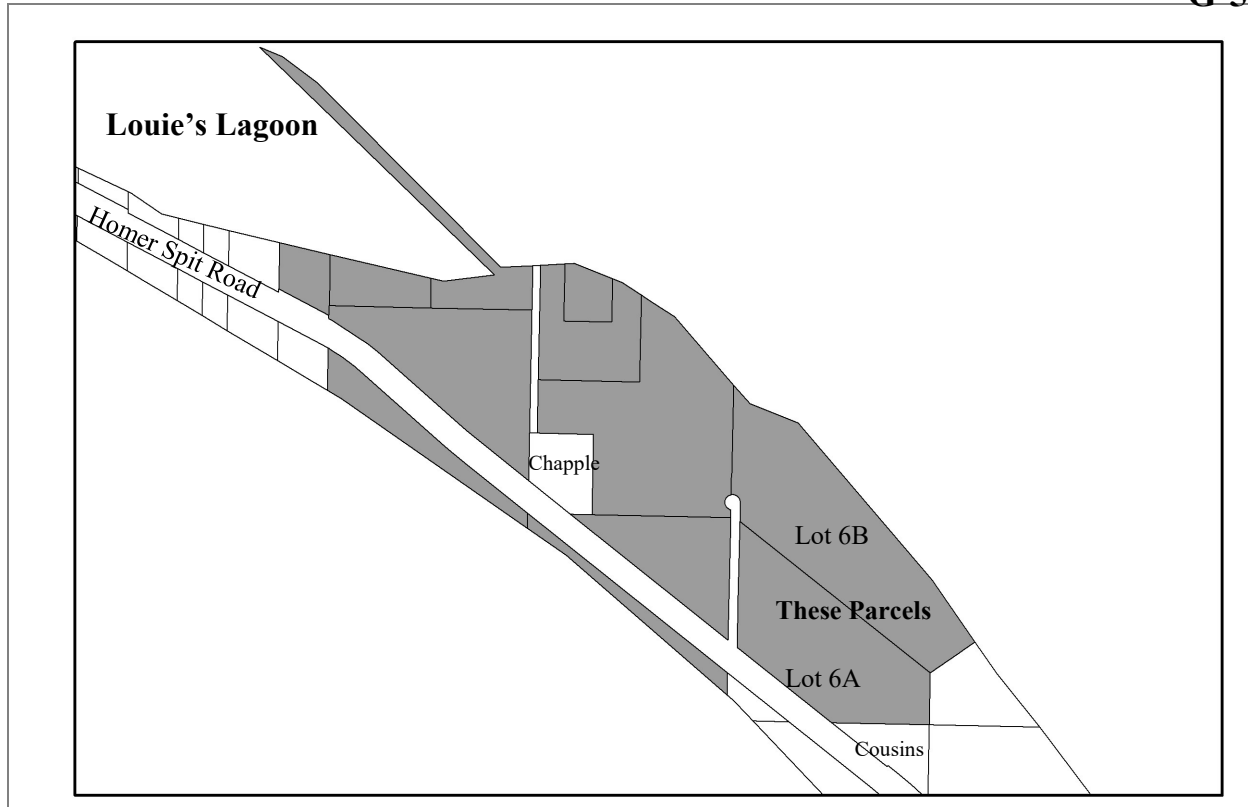
South side of lot 5 is zoned Marine Industrial, but development is restricted by the conservation easement.

Environment: State Critical Habitat Area below 17.4 ft. mean high tide line.

Notes:

- Conservation easement recorded in Book 0275, Page 222, Homer Recording District, 4/21/98.
- Deeded to the City on same date, Book 0275, Page 236, HRD.
- Parcels are within a FEMA-mapped flood hazard area.

Finance Dept. Code:

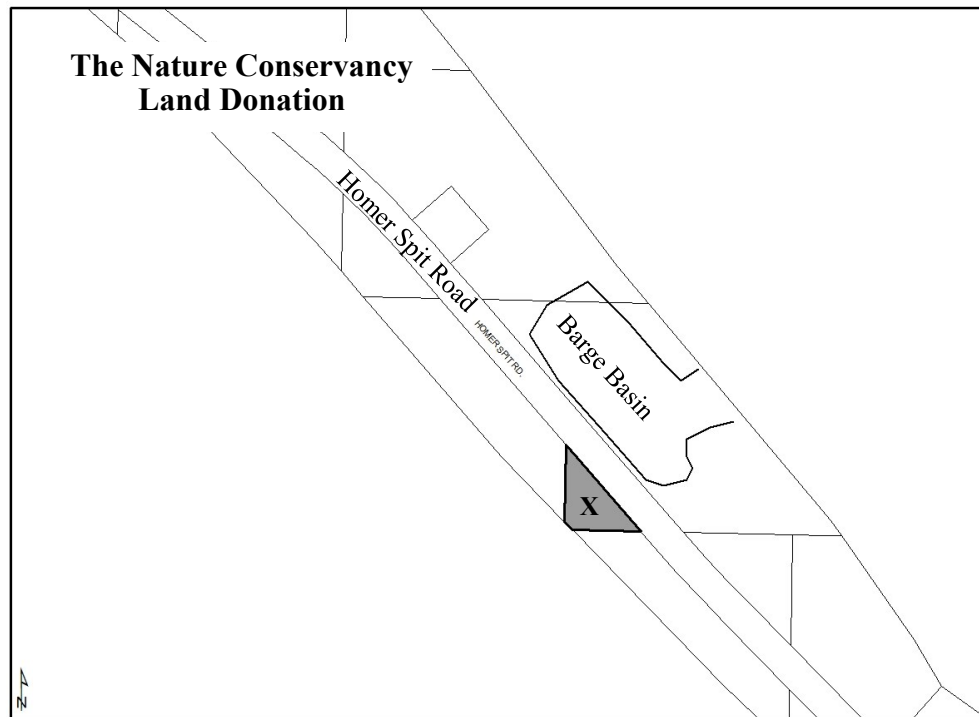
**Designated Use:****Acquisition History:** EVOS purchase and conservation easement.**Area:** Total: 45.47 acres**Parcel Number:** 181-020 - 18, 19

Legal Description: HM2001008 T06S R13W S27 LOUIE'S LAGOON LOT 6-A
 HM2001008 T06S R13W S27 LOUIE'S LAGOON LOT 6-B

Zoning: Conservation**Environment:** State Critical Habitat Area below 17.4 ft. mean high tide line.**Notes:**

- Conservation easement recorded in Book 0275, Page 229, Homer Recording District, 4/21/98. This easement covers former Lot 6. See plat 2001-008.
- Conservation easement with Kachemak Heritage Land Trust on Lot 6B. Executed 10/4/02, document 2004-004843-0 HRD.
- Parcels are within a FEMA-mapped flood hazard area.

Finance Dept. Code:



Designated Use: Conservation

Acquisition History: Land donation from The Nature Conservancy, Resolution 20-006

Area: Total: 2.62 acres

Parcel Number: 18103007

Legal Description: T 6S R 13W SEC 35 SEWARD MERIDIAN HM THAT PORTION OF GOVT LOT 3 LYING SOUTHWEST OF THE HOMER SPIT RD

Zoning: Open Space Recreation

Environment: State Critical Habitat Area below 17.4 ft. mean high tide line.

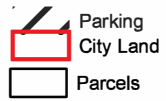
Notes:

- Property is bound by the original grant agreement terms between the US Fish and Wildlife Service and the Nature Conservancy under Agreement Number 98210-0-G70. The North American Conservation Fund funds used by The Nature Conservancy to purchase the property require the parcel to be held in perpetuity as conservation land.
- Parcel is within a FEMA-mapped flood hazard area.
- Recording information: 2020-003888-0 11/10/2020, 2020-00300889-0

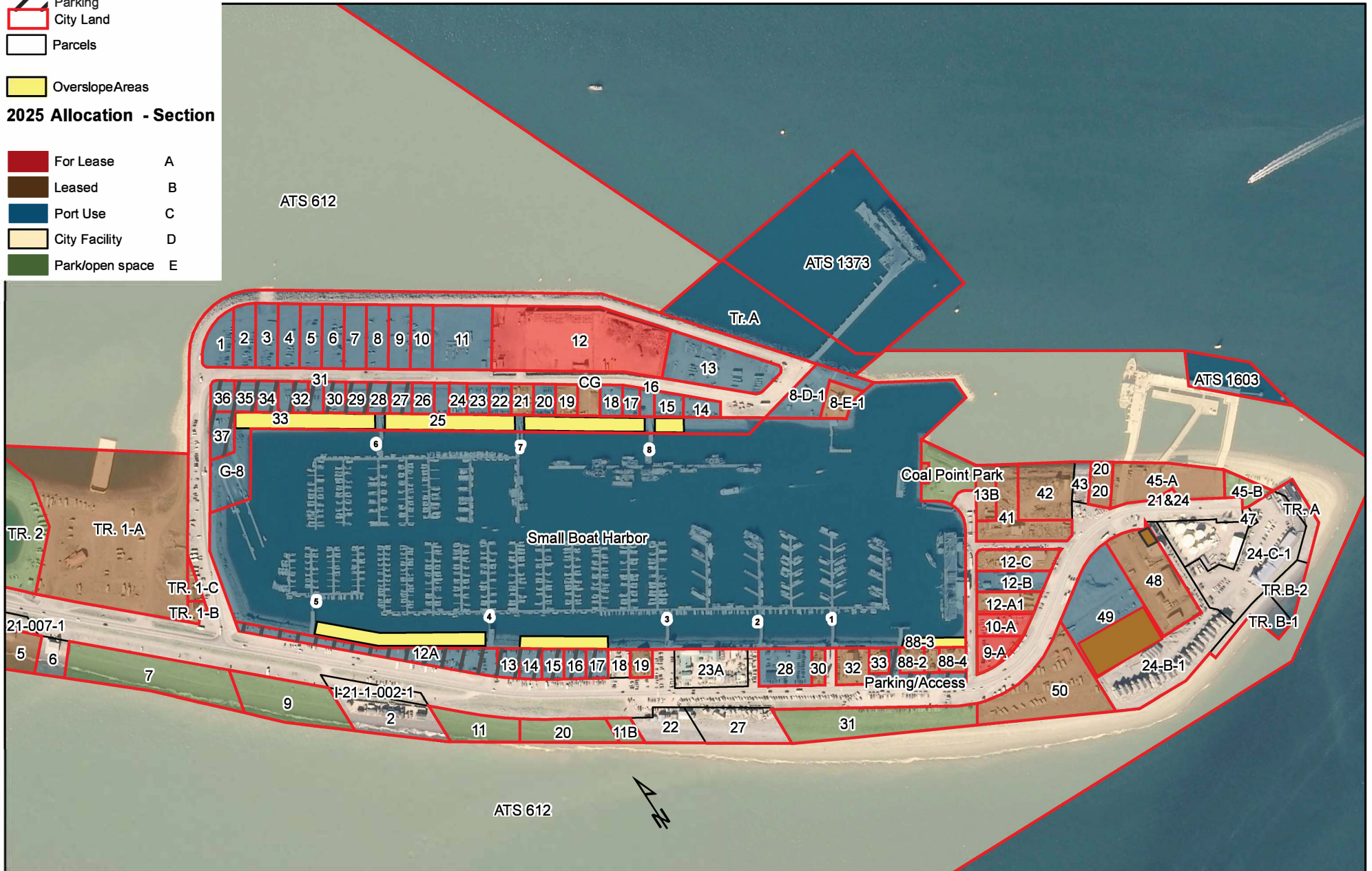
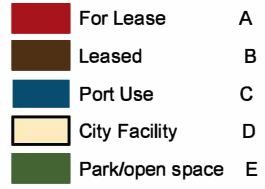
Finance Dept. Code:

2025 Land Allocation Plan Spit Map - draft

Legend



2025 Allocation - Section





MEMORANDUM

Proposed Edits to Base Lease Template

Item Type: Action Item
Prepared For: Port and Harbor Advisory Commission
Date: June 18, 2025
From: Amy Woodruff, Port Administrative Supervisor
Through: Bryan Hawkins, Port Director

At the May 28, 2025 Port and Harbor Advisory Commission Meeting, Commissioners reviewed proposed changes to the base lease template. Commissioners dismissed some suggestions and made recommendations to staff for additional changes. This table summarizes the proposed changes to the Base Lease Template that remain after accounting for comments made at that meeting. Corresponding changes to the City Code and City of Homer Fee schedule are presented separately.

All changes to the base lease that are recommended by the Port & Harbor Advisory Commission will be forwarded on to the City Attorney for review. Draft language will be produced by the City Attorney and presented to Council.

Edits to the base lease template will affect future leases, however, any discrepancies between Code will still be in place for leases already in effect. For all proposed edits to the base lease that are approved by Council, leasing staff will discuss individually with existing tenants whether they would like to amend their existing lease with the City by mutual agreement to make a similar change. Any amendments to existing leases will be brought forward in separate legislation at a later date.

Requested Action:

Review the updated table of proposed changes and the draft ordinance and make a motion of support to the City Council for the suggested changes the Base Lease Template.

Base Lease	City Code	Recommendation	Justification
3.02 Lease Renewal	18.08.130 Lease Renewal	Update references to a “renewal” to refer to a “non-competitive new lease”.	“Renewal” is used in different contexts to refer to (a) options to extend existing leases and (b) new leases for a property after a tenant’s lease expires with no options to extend. Consistent language reduces confusion.
Article 8 Assignment and Sublease	18.08.140 Sublease	<p>Replace “consent of Council” with “consent of the City” wherever it appears in section 8.01 of the Base Lease template.</p> <p>Remove reference to Additional Rent from base lease; Add reference to Annual Sublease Fee to Base Lease Template.</p>	<p>Staff recommend transitioning to approval of subleases by City Staff. Subleases are subject to the terms and conditions of the prime lease, which is approved by Council. Subleases cannot grant any additional rights not granted by the prime lease. Subleases tend to change hands frequently. Allowing for approval by Staff will reduce delays and increase compliance with the policy.</p> <p>“Additional Rent” was removed from City Code by Ordinance 21-02 but not removed from base lease template or amended out of existing leases</p>

<p>9.04 Insurance Requirements</p>	<p>18.08.170 Insurance</p>	<p>Add language to base lease that makes it clear that Commercial Vehicle Liability insurance is only required “If Applicable”</p> <p>Update Worker’s Compensation insurance requirements in base lease to reference statutory limits.</p>	<p>Many tenants’ use of vehicles in their business does not necessitate this type of coverage based on conversations with insurance agents and AML-JIA.</p> <p>Because Alaska is an Exclusive Remedy state, an employee cannot sue an employer, and require higher coverage than the statutory minimum increases premium costs without providing additional protection to employees.</p>
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MEMORANDUM

Edits to City of Homer Fee Schedule - Leases

Item Type: Action Memorandum
Prepared For: Port & Harbor Advisory Commission
Date: June 18, 2025
From: Amy Woodruff, Port & Harbor Administrative Supervisor
Through: Bryan Hawkins, Port Director

Staff recommend the following changes to the City of Homer Fee Schedule:

1. Amend the name of the “Lease Amendment/Transfer Fee” to a “Lease Assignment/Transfer Fee.”

The intention is only to charge that \$500.00 fee when leases are assigned to a new tenant, which is colloquially referred to as a lease transfer. There is no charge to amend a lease.

2. Add the proposed \$500 Annual Sublease fee to City Fee Schedule.

This fee would be charged per sublease per year, and it's a flat fee rather than a per-square-foot fee as currently written into the base lease. The administrative burden for subleases does not scale with the size of the sublease. An annual fee is a fairer way to account for the City's staff time associated with managing subleases than a small per-square-foot additional rent charge that comes out to about 10 cents per square foot per year for subleased areas.

RECOMMENDATION:

Make a Motion of Support for suggested edits to the City of Homer Fee Schedule

Attachment: Excerpt from the City of Homer Fee schedule.



CITY-WIDE ADMINISTRATIVE FEES

The following are administrative fees for all departments of the City of Homer, unless otherwise specified under that department. All fees are inclusive of sales tax.

Unless otherwise specified, any item mailed may have an additional fee added for actual postage. Handling fees may be added up to the actual staff time spent preparing the item for shipping.

Airport Pickup/Delivery	\$25.00
Annual Safety Inspection – Commercial Vehicles	\$100.00
Annual Taxi Permit	\$75.00
Appeal Fees	
Water and Sewer Appeals	\$75.00
Zoning Appeals ¹	\$250.00
ATM Fees (see Vending Machine/ATM)	
CD's	
Reproductions	\$20.00
CD (Police Department)	\$25.00
Subsequent	\$15.00 per CD; includes 1 st class postage
DVD (Police Department)	\$30.00 per DVD
Document Copying Fee	\$0.25 per page
Document Certification Fee	\$10.00 per report
Driver License Records	\$10.00
Fax	
Within Alaska	\$1.00 per page
Continental US	\$2.00 for 1 st page
Subsequent Pages	\$1.00 per page
Other Destination	\$5.00 for 1 st page
Subsequent Pages	\$2.00 per page
Electronic Transmission (Scanned PDF document)	\$0.25 per page
Lease Application Fee	\$1,000.00
Lease Amendment/Transfer Fee	\$500.00
Local Bidder's Preference	
Non-local bid is	Local bid is not more than
\$0 - \$500,000.00	5 percent higher than non-local bid

June 2025 Staff Report

Halibut and Black Cod are open, In the news....

Ice Plant

- Ice Plant up and ready for the 2025 Salmon openers.
- Ongoing refrigeration equipment inspections.
- Ongoing crane inspections and service happening this month.
- Grind Shack 100% done
- All fish dock cranes operational.
- Keeping up with work orders.
- Building and grounds keeping maintenance.

Port Maintenance

- Ongoing electric pedestal Maintenance.
- Ongoing Docks and Harbor infrastructure inspections and repairs.
- Keeping up with recurring monthly work orders.
- Fire Cart inspections.
- Dewatering pump inspections.
- Harbor Fire hose and cart inspections

Operations

- Harbor fleet mobilization and peak moorage occupancy during the first week of June with approximately 850 vessels moored in the harbor.
- Conversion of the Marine Repair Facility to Pier 1 Theatre East campground
- Restoration of the Tent Camp West beach frontage using dredge spoils which re-opened Memorial Day weekend.
- Nine seasonal employees hired and trained currently supporting grounds keeping and parking enforcement
- Seasonal fee parking at ramps 1-4, boathouse pavilion and steel grid parking lots commenced Memorial Day weekend.

- Harbor Fest – you can describe our involvement.
- Cruise ships landings involving the Viking Orion and Riviera.
- Many boat moves and tows, including a coordinated effort to move/tow/spin two, 100' class commercial vessels while rafted abreast in order to allow for departure.
- Coastal Freight and use of the barge ramp is in peak demand.



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

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Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

Memorandum

TO: Mayor Lord and Homer City Council
FROM: Melissa Jacobsen, City Manager
DATE: June 4, 2025
SUBJECT: City Manager's Report for June 9, 2025 Council Meeting

Meeting with Senator Sullivan

Senator Dan Sullivan stopped in Homer on Friday, May 30th as part of his recent visit to Alaska. Elaina Spraker, the Senator's Kenai Peninsula/Kodiak Regional Director, coordinated a meeting with City staff including Port Director Hawkins, Special Projects and Communications Coordinator Carroll and myself. Senator Sullivan shared about major topics of his agenda for Alaska including support for the US Coast Guard (USCG) and reopening the Adak Naval Base. He expressed his support for the Homer Harbor Expansion project and we discussed the project's importance for fisheries, Western Alaska, USCG, defense, and the Alaska LNG gas line project. He highlighted how the new administration is working to streamline Federal permitting and offered his assistance to respond to any permitting stalls we may experience in our port projects. He also shared that leadership for the US Army Corps of Engineering (USACE) will be going through confirmation hearings, as well as the new Commandant for the USCG. We discussed the lack of commitment from the USCG related to the harbor expansion, and he said he'd like to bring the new Commandant to Homer for a tour of the harbor when he visits Alaska. He informed us that the Budget Reconciliation Bill has a massive recapitalization of \$22B for the USCG, which could make it more feasible for USCG to make a commitment to the harbor expansion. Discussion turned to Homer Spit Erosion and we alerted him to our work with Alaska Department of Transportation and Public Facilities (AKDOT&PF) to assist with initial planning/design concepts through State PROTECT formula funds they have programmed. We stated that previously, Homer Spit Erosion mitigation involved all three stakeholders (City, State and USACE) and that we would like to see a reauthorization of the Homer Spit Revetment General Investigation. The Senator said he would look in to whether reauthorization was possible, or if the study is deemed closed by the USACE. We spoke at the end about Homer Harbor Critical Float Replacement and our intention to submit a 2025 PIDP request, and he offered a letter of support. We thanked him and also asked for his support of project funding if it makes it to the Secretary's desk, emphasizing that until the new harbor is built, the current harbor floats are working double duty and that the impacts of condemning a float system are dire for Alaska's maritime transportation needs. We appreciate Senator Sullivan taking time to come to Homer and his interest these major projects for the City.

Kachemak Peatlands Project Parcels

The Kenai Peninsula Borough (KPB) has released their proposed list vacant land parcels for disposal as part of the KPB 2025 General Land Sale process. In their listings, they have included two of the eight properties that were being considered for the Kachemak Peatlands project. This has created some stir in the community, particularly with folks involved with the Homer Drawdown group who have distributed a Call to Action. One point they've raised is that the City and KPB need to come back to the table and try again. I want to take this opportunity to emphasize that this is an important project to the City of Homer; and the City, KPB, and our partners at the Kachemak Bay Estuarine Research Reserve (KBNERR) and Kachemak Heritage Land Trust (KHLT) have been and continue to communicate regarding the significance of these properties to the City for erosion mitigation, storm water treatment, and bird and moose habitat. As a bit of history, the KPB took the 8 properties in the peatlands proposal off their land disposal list in 2021 while we navigated the NOAA grant with the University of Anchorage, but no formal agreement to transfer properties was put

into place. Property appraisals were done on the KPB parcels as part of the grant requirements and the appraisals came in well below the KPB assessed value. In addition, the City Council acknowledged with 24-124(S) and accompanying memorandums that the cost to install the infrastructure, as proposed in the plan, is cost prohibitive for the City. Council expressed support for continued land acquisition through the grant to conserve the Kachemak Peatlands and recognizes there are likely more affordable opportunities for installing future infrastructure. The KPB recognizes the value of their properties and with the low appraisal value for the eight properties, they have reconsidered two lots that have value for resale, and are still considering the remaining lots for inclusion in the Kachemak Peatlands. Also, two additional privately owned properties are being appraised for potential inclusion in the project. We at the City look forward to continued partnership with the KPB, KBNERR, and KHLT on acquiring properties in the Kachemak Peatlands.

Grant Application Update

The City of Homer applied for a NOAA grant in the amount of \$1.5M to purchase land in the Bridge Creek Watershed Protection District and install weather monitoring equipment (Resolution 24-77). Staff was recently notified that NOAA has recommended the project for funding – great news – but this is not an actual award of funds. Under the current administration, the grant application requires minor revisions and then will undergo further review prior to an award decision. Staff is working hard to meet the very short revised application deadline. Final word on funding may come in September, with an October 1 project start date. If this grant is awarded, an ordinance will be brought forward to Council.

Trail Planning for Hornaday Park Area

Good news: last week the National Park Service notified the City they are now able to accept new project applications for the Rivers, Trails and Conservation Assistance (RTCA) Program. This is a free program which offers technical assistance for open space projects such as trails and open space planning, and partnerships with area land owners. The City has participated in similar projects for the Kachemak Bay Water Trail, Woodard Creek Plan, and Western Library Lot. If the City wishes to submit an application, staff requests a Council sponsor for a future resolution.

Special Olympics Torch Run

On May 17th Homer Police Department hosted the Homer leg of the annual Alaska Law Enforcement Torch Run. At 10:00 a.m. that day law enforcement in participating communities of Anchorage, Central Peninsula, Craig, Delta Junction, Homer, Juneau, Kodiak, Nome, Seward, Sitka, Valdez, Ketchikan, Mat-Su Valley, North Slope, Tanana Valley, and Unalaska lead the 5k family fun run. Participants are encouraged to obtain pledges to raise funds for their communities to support participants with sports training and competition at the Special Olympics, Alaska. Thank you HPD for stepping up to support this great effort!!



Volleyball at the HERC

The volleyball nets and equipment have arrived and people are now playing volleyball at the HERC! This was a mid-biennium FY25 budget capital request and we were able to purchase two long nets, one high quality net for the rolling

volleyball poles, two custom weighted sand bags for the rolling volleyball poles, 8 new volleyballs, a volleyball cart, volleyball antennas, four durable carabineers, sand for weighted sand bags, and special floor tape (to mark the volleyball court). Special thanks to Rafael de la Uz from Community Rec and Patrick Houlihan from Public Works maintenance crew for their efforts to problem solve and install this very unique set up. With everything purchased, installed and a few more minor items to charge towards this project, the total cost should come to around \$3,600 which is \$900 under the \$4,500 capital budget allocation.



Even though the ceiling is low for traditional competitive play, the participants are very grateful and happy to have a place to play and we will be pursuing some youth volleyball programs very soon. We will still pursue to use the school gyms as the first option because of the higher ceilings and the ability to have two nets set up (sometimes there are up to 20 players!) but we will use the HERC gym as a last resort if there is time/space available. I will also share that this summer we needed to schedule evening volleyball at the HERC on Thursday evenings

because of conflicts high school programs at HHS and as a result we had to cancel an on-going pickleball event to accommodate this need. Certainly there were some citizens who were not happy with this change but we have very little time and space to accommodate all of the recreational needs of the community and this was a necessary change to try and serve all interests to best of our capacity.

Roadway Striping

Councilmembers Erickson and Parsons met with me to discuss roadway striping and traffic calming. The City has a maintenance agreement (Exchange of Responsibilities Agreement) with AKDOT&PF. In this agreement AKDOT&PF transfers obligation to perform maintenance work on Pioneer Avenue. This work includes snow plowing/removal, ice grading, slush removal, glacier control, wing back, steam thawing, and sanding in the winter; and sweeping and ditching in the summer. Although it's not called out in the agreement, AKDOT&PF also does the striping on City streets in the area, which is a significant savings for a task we can't complete on our own. The Councilmembers shared feedback on safety concerns and that some studies suggest that double yellow lines in residential areas can potentially encourage speeding and reduce safety. This is because they can signal to drivers that the street is a through route, leading to higher speeds. There is also value in considering that road markings are crucial for safety and traffic flow by providing guidance, warnings, and information to drivers and pedestrians. They help to maintain lane discipline, delineate boundaries of the road, guide drivers in parking and navigating traffic, and can also alert visually impaired pedestrians. Traffic calming is on the list of priorities that Council developed at the beginning of the year, and I look forward to working with Council and the citizens on a plan for our community. A copy of the City of Homer Road Striping map is included in this report.

Future Community Rec Center Location

A new Multi-Use Community Recreation Center has long been a city priority, as identified through previous and current comprehensive plans and other community surveys. Having ranked it #2 on the [City of Homer's Capital Improvement Plan](#), the City Council appropriated 1.3 million dollars in 2024 toward its eventual construction. The next step is to select a location, and community member input is requested on the following property. More than a year of research by a dedicated working group has recommended it as the most advantageous location, taking into account proximity, availability, initial and long-term costs, utility considerations, and road access. Parcel ID 17719234 is a vacant lot already owned by the City of Homer. It is centrally located on over 4.5 acres to the south of Alice's Champagne Palace. Currently there is road access from 209 East Pioneer Avenue, but other routes are also under consideration.



We invite your feedback on this proposed location, at upcoming public meetings or by commenting on the City Website.

<https://www.cityofhomer-ak.gov/planning/proposed-property-future-community-rec-center>

Tuesday, June 10, 2025 6:00pm Economic Development Advisory Commission

Wednesday, June 18, 2025 6:30 pm Planning Commission

Thursday, June 19, 2025 5:30 pm Parks, Art, Recreation, and Culture Advisory Commission

City Manager Meetings and Events:

May 29th – Attended the KPEDD Community Economic Development Strategy public meeting

May 30th – Attended the Northrim Bank Annual Economic Summit, met with a resident regarding his natural gas assessment, met with Senator Sullivan

June 2nd – Met with our State Lobbyists and J&H Consulting

June 3rd – Attended KPB Land Committee Meeting and Borough Assembly Meeting (virtually)

Attachments:

- AKDOT&PF 2016 Maintenance Agreement and Homer Road Striping Map
- AKDOT&PF 2025 Construction Notice and Attachments
- June Employee anniversaries
- Memorandum from Public Works Director re: Heath Street Crosswalk



**TRANSFER OF RESPONSIBILITIES AGREEMENT
BETWEEN
THE STATE OF ALASKA DEPARTMENT OF
TRANSPORTATION AND PUBLIC FACILITIES
AND
CITY OF Homer**

This Agreement is effective upon execution by the State of Alaska, Department of Transportation and Public Facilities (hereinafter called the State) and the **City of Homer** (hereinafter called the City).

Section 1. Purpose

The City and Department have entered into a maintenance agreement (Exchange of Responsibilities Agreement for Pioneer Avenue) concerning the maintenance of Department owned road facilities located within Homer, Alaska.

Section 2. Transfer of Responsibility

The Department hereby transfers to the City all its right and obligation to perform maintenance work on the state route, Pioneer Avenue. The Department retains responsibility for the cost of operating and maintaining the existing street lighting system. The Department will continue to accomplish pavement marking in conjunction with the striping of other Department owned roads in the Homer area. The city agrees to maintain this roadway to a standard that is acceptable to the Department.

The Department shall retain full title and ownership of the specified state route and shall retain all rights incident to such ownership interest that are not expressly transferred to the City under this agreement.

Section 3. Consideration

In consideration of the receipt of the facilities, the city agrees to be responsible for the maintenance, operation, and repair described in Attachment "B" for the facilities after the effective date of this agreement.

In consideration of the receipt of the facilities, the Department agrees to reimburse the City for the maintenance, operation, and repair of facilities described in Attachment "A". The Department agrees to pay a total amount of \$34,000.00 to the City for the cost of roadway maintenance for the period from July 1 through June 30. Upon execution of this agreement, payment will be remitted to the city within sixty (60) days.

Section 4. Term of Agreement

- (A) This agreement shall become effective upon the date and time of final signatures and shall remain in full force and effect until amended or terminated.
- (B) This agreement may be amended, in writing, any time upon mutual consent of the parties thereto and this agreement may be terminated for cause by either party where the other party fails in any material way to perform its obligations under this agreement. Termination under this subsection is subject to the condition that the terminating party notify the other party of its intent to terminate, stating with reasonable specificity the grounds thereof, and the other party fails to cure the default within thirty (30) days after receiving this notice.

Section 5. Integration

This agreement and any writings incorporated by reference herein embody the entire agreement of the parties. This agreement shall supersede all previous communications, representations, or agreements, whether oral or written, between the parties hereto.

Section 6. Notices

Any notice provided for herein shall be given in writing and transmitted by personal delivery or prepaid first class registered or certified mail addressed as follows:

Katie Koester, Manager
City of Homer
Soldotna District
Homer, Alaska 995

Randy Vanderwood, P.E.
M&O Chief
Central Region
P.O. Box 196900
Anchorage, Alaska 99519

or to such other persons or addresses as the City or Department may from time to time designate in writing.

IN WITNESS WHEREOF, the parties have executed this agreement as of the date first, here written

CITY OF HOMER

STATE OF ALASKA, DEPARTMENT
OF TRANSPORTATION & PUBLIC
FACILITIES

By: Katie Koester 1.14.16
Katie Koester
City Manager
Homer, Alaska

By: Randy Vanderwood 1.14.16
Randy Vanderwood, P.E.
M&O Chief
Central Region

Attachment "A"

STATE ROAD FACILITIES TO BE EXCHANGED

- (1) Pioneer Avenue - from Lake Street to Homer Bypass (.988 miles).**

Any work that goes beyond the scope of limited maintenance must be approved by both parties prior to starting work.

Attachment "B"

CITY OF HOMER ACTIVITY LIST

Winter Activities

Snow Plowing / Removal
Ice Grading
Slush Removal
Glacier Control
Wing Back
Steam Thawing
Sanding

Summer Activities

Sweeping
Ditching



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Transportation and
Public Facilities

OFFICE OF THE COMMISSIONER
Ryan Anderson, P.E., Commissioner

PO Box 112500
Juneau, Alaska 99811-2500
Main: 907.465.3900
dot.alaska.gov

May 28, 2025

City of Homer
491 E. Pioneer Ave.
Homer, AK 99603

Dear City of Homer:

As the 2025 construction season begins, we are pleased to share information about upcoming transportation projects in your community. This year's active season reflects a significant investment in infrastructure improvements across the state, with a continued emphasis on delivering safe, resilient, and modern systems that support Alaska's communities and economy.

Alaskans can expect continued progress in the way transportation projects are planned and delivered. Modern tools and strategies are expanding transparency, improving communication, and helping address challenges more effectively. Through ongoing engagement with communities and improved processes, Alaska's transportation program reflects local priorities—ensuring projects bring lasting value across the state.

The following projects are expected to be active in your community during the 2025 season:

- Homer Airport Improvements
- Kachemak Drive MP 0-3.5 Pavement Preservation
- Kenai Peninsula Bridge Deck Rehabilitations 2023
- Sterling Highway MP 157-169 Reconstruction
- Sterling Highway Milepost 169 to 175 Pavement Preservation

Enclosed with this letter are project information sheets that include an overview of each project, maps, schedules, and contact information.

To support your awareness and planning throughout the season, we also encourage the use of the following online resources:

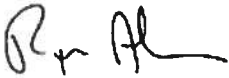
2025 DOT&PF Construction Website: <https://dot.alaska.gov/construction> Explore an interactive map of road, airport, and facilities projects statewide. Click on any project to view scope, traffic impacts, schedules, funding information, and more.

Alaska 511 Traveler Information System: <https://511.alaska.gov> Access real-time road conditions, construction alerts, traffic cameras, and maintenance updates. You can also use the 511 Alaska mobile app or dial 5-1-1.

Please feel free to share these resources with others in your community. If you have any questions or require further information about a specific project, we encourage you to contact the project staff listed in the attached materials. You may also contact my office at any time by email at dot.commissioner@alaska.gov or by phone at (907) 465-3900.

We are honored to serve your community and remain committed to delivering a productive and successful construction season.

Sincerely,



Ryan Anderson, P.E.
Commissioner
Alaska Department of Transportation & Public Facilities

Enclosure(s)



2025 Construction Project Overview

Homer Airport Improvements

Project Number: CFAPT00491

Project Description:

The purpose of the project is to improve safety for runway operations, taxiing, and aircraft parking, extend the service life of airport facilities, and increase availability of leased tie-down facilities for general aviation users.

Improvement work includes: rehabilitate the runway and runway safety area; remove terrain obstructing the runway object free area; rehabilitate taxiways A, B, and a portion of D; remove a portion of taxiway D and convert it to an airfield service road; construct a new turnaround taxiway (taxiway G) near the runway 22 threshold; rehabilitate and expand the general aviation apron; construct drainage improvements including replacement of culverts crossing the runway and taxiways; remove existing visual approach slope indicators and replace with precision approach path indicators; replace runway and taxiway lighting and sign systems.

Project Website:

<https://dot.alaska.gov/creg/homerairport/>

Anticipated/Actual Start:

06-2023

Anticipated End:

06-2025

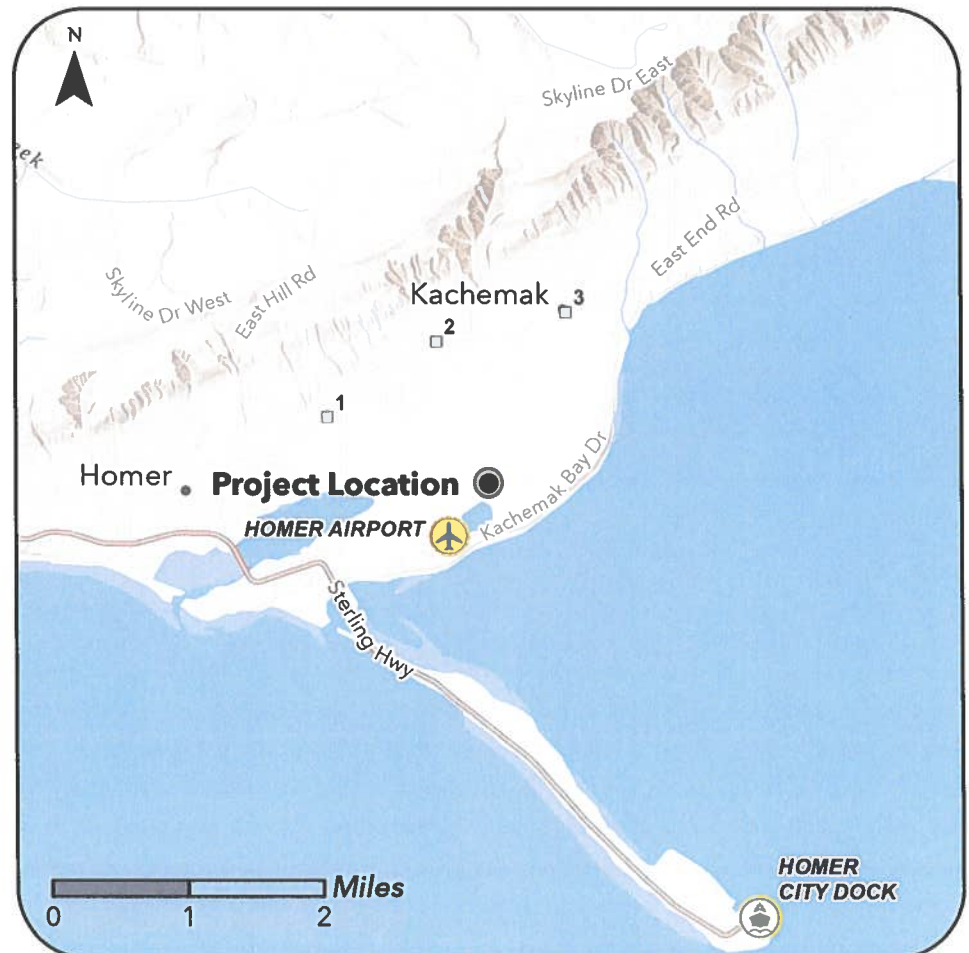
Project Contact:

Jason Baxley
jason.baxley@alaska.gov
907-242-4889

Visit the APEX website:



<https://dot.alaska.gov/construction>



It is the policy of the Alaska Department of Transportation and Public Facilities (DOT&PF) that no one shall be subject to discrimination on the basis of race, color, national origin, sex, age, or disability, regardless of the funding source, including Federal Transportation Administration, Federal Aviation Administration, Federal Highway Administration, Federal Motor Carrier Safety Administration and State of Alaska funds.



Homer Airport Improvements



Project Footprint



Maintenance Facility



DOT&PF Controlled
Airport

0

2,000

Feet



Alaska Department of Transportation and Public Facilities



2025 Construction Project Overview

Kachemak Drive MP 0-3.5 Pavement Preservation

Project Number: CFHWY00602

Project Description:

Resurface Kachemak Drive from Sterling Highway to East End Road. This project will include: Pavement Preservation Roadside Hardware, Drainage improvements, Intersection improvements, ADA improvements (to include curb ramps) and Utilities.

Project Website:

<https://tinyurl.com/CFHWY00602>

Anticipated/Actual Start:
2025

Anticipated End:
2026

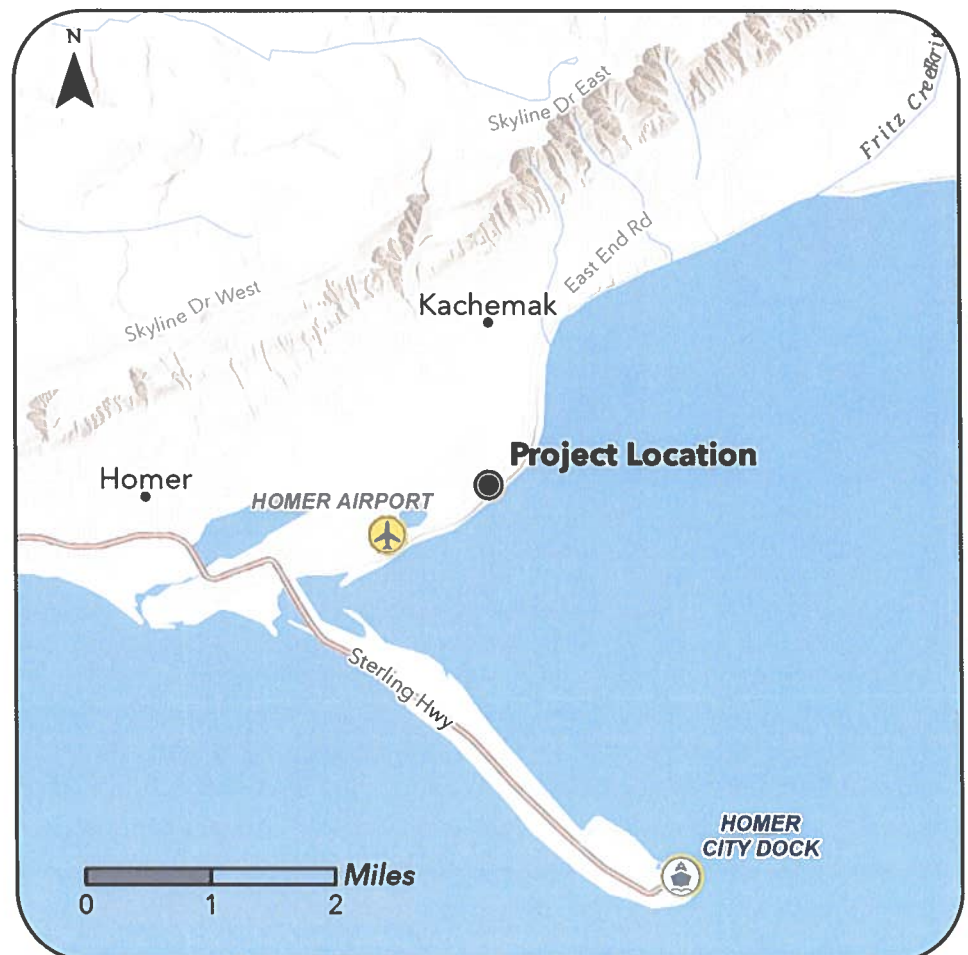
Project Contact:

Lorett Nabong
lorett.nabong@alaska.gov
907-269-0450

Visit the APEX website:



<https://dot.alaska.gov/construction>



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Kachemak Drive MP 0-3.5 Pavement Preservation



Project Footprint

Highway

DOT&PF Controlled Airport

Maintenance Facility

0 3,000 Feet



Alaska Department of Transportation and Public Facilities



2025 Construction Project Overview

Kenai Peninsula Bridge Deck Rehabilitations 2023

Project Number: CFHWY00946

Project Description:

Rehabilitate Cooper Landing and Schooners bridge decks and perform other bridge preservation work, including bridge deck polyester concrete overlays, structural retrofits, miscellaneous structural repairs, expansion joints, bridge rail upgrades, guardrail and end terminals, paving, and striping.

Project Website:

<https://tinyurl.com/CFHWY00946>

Anticipated/Actual Start:

04-2025

Anticipated End:

10-2025

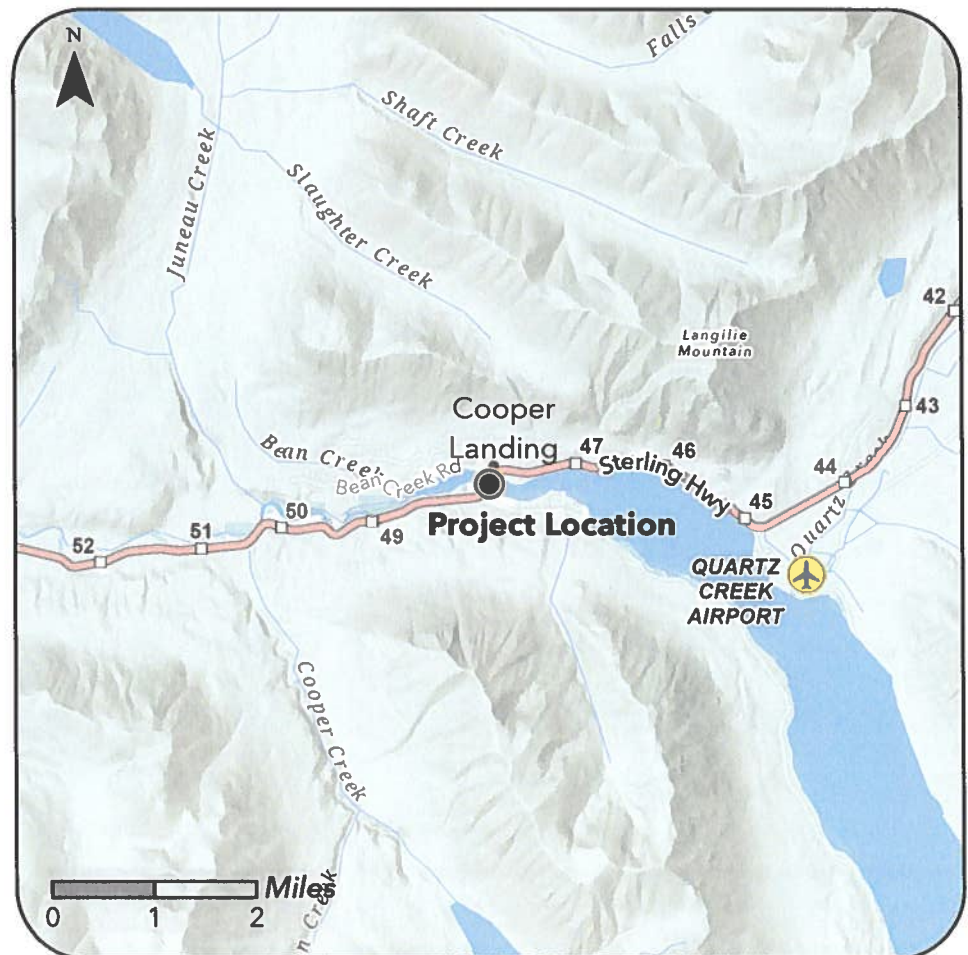
Project Contact:

Summer Garvey
summer.garvey@alaska.gov
907-242-7142

Visit the APEX website:



<https://dot.alaska.gov/construction>



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Kenai Peninsula Bridge Deck Rehabilitations 2023



 Project Footprint

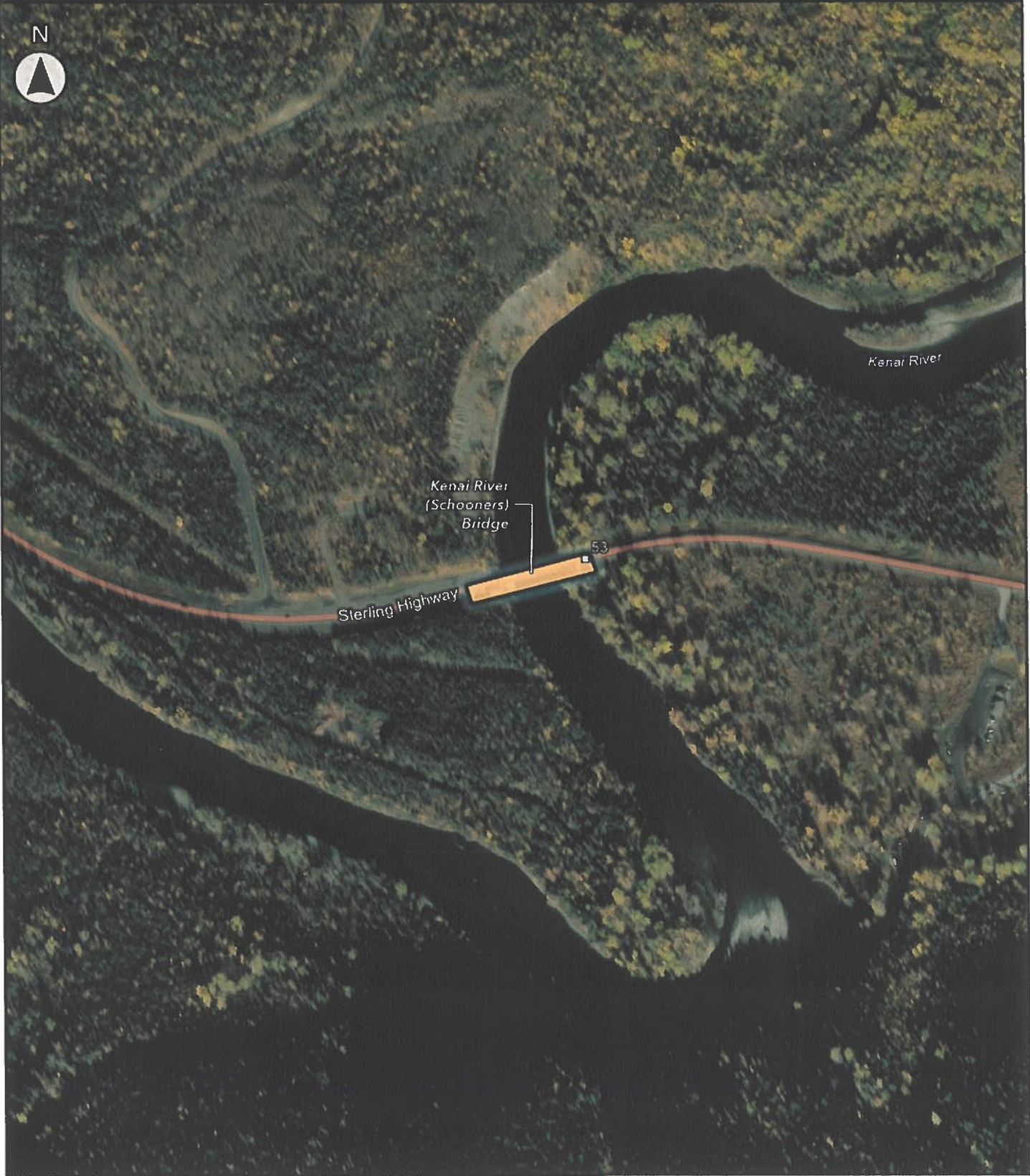
 Milepost

 Highway

0 1,000
Feet



Kenai Peninsula Bridge Deck Rehabilitations 2023



Project Footprint



Milepost



Highway

0

800

Feet



Alaska Department of Transportation and Public Facilities



2025 Construction Project Overview

Sterling Highway MP 157-169 Reconstruction

Project Number: CFHWY01210

Project Description:

Reconstruction and upgrading of 12 miles of Sterling Highway along existing corridor. Project upgrades include widening, construction of passing lanes, resurfacing, scenic turnouts, drainage improvements, minor realignment, and configuration to current AASHTO geometric standards. Also, rehabilitation/replacement of the North Fork Anchor River and Anchor River Bridges.

Project Website:

<https://tinyurl.com/CFHWY01210>

Anticipated/Actual Start:

10-2025

Anticipated End:

10-2027

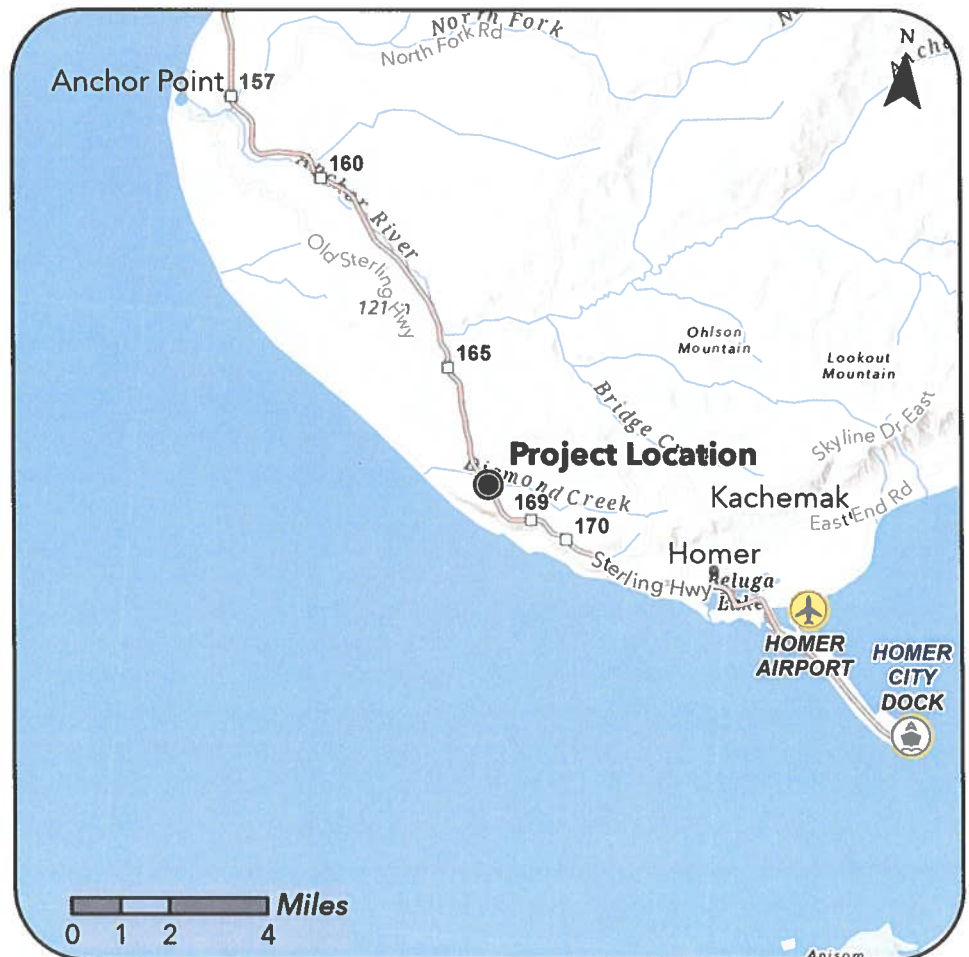
Project Contact:

Jacob Gondek
jacob.gondek@alaska.gov
907-269-0445

Visit the APEX website:



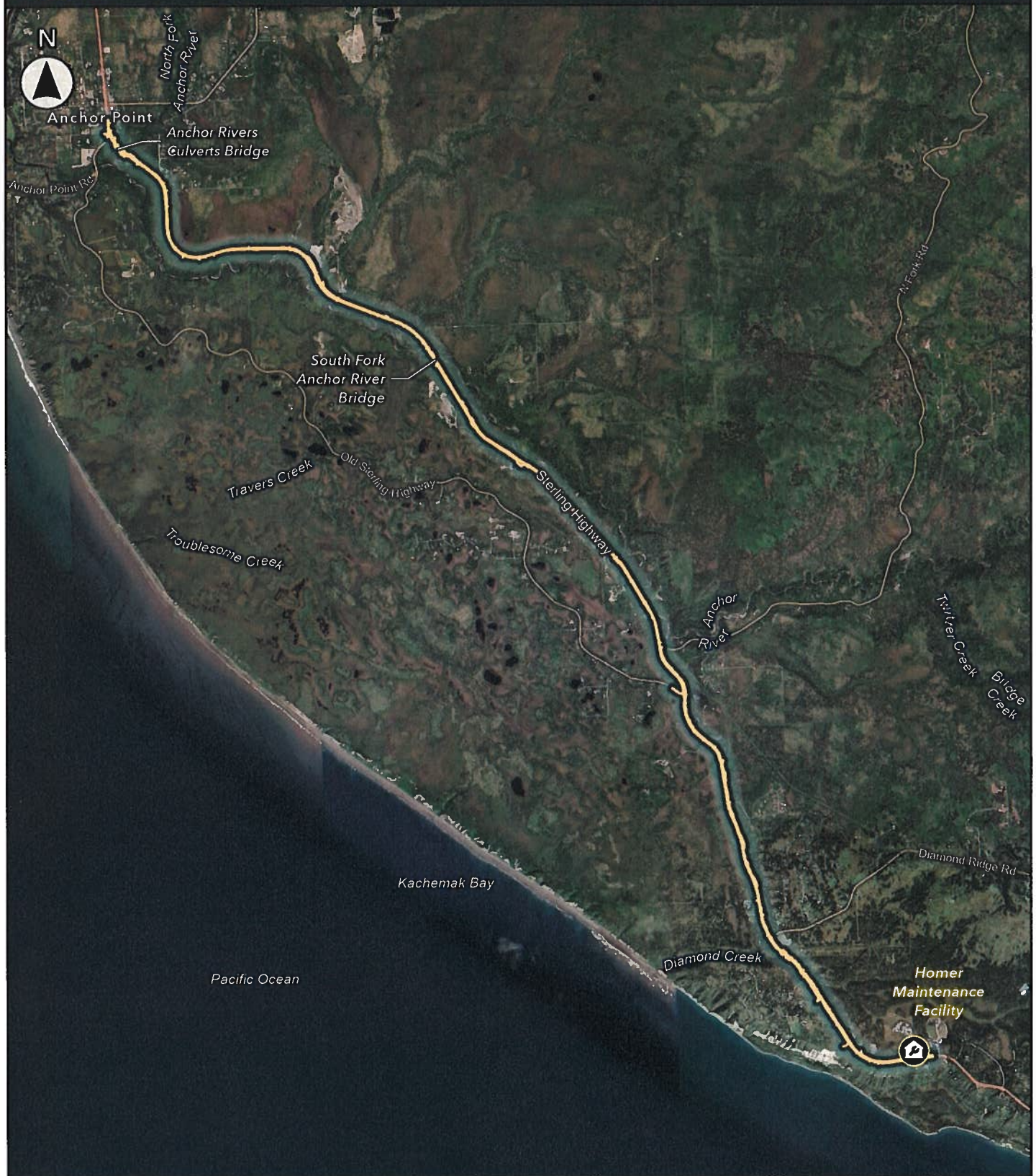
<https://dot.alaska.gov/construction>




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Sterling Highway MP 157-169 Reconstruction



 Project Footprint

 Maintenance Facility

0 2
Miles



Alaska Department of Transportation and Public Facilities



2025 Construction Project Overview

Sterling Highway: Milepost 169 to 175 Pavement Preservation

Project Number: CFHWY00857

Project Description:

This is a pavement preservation project for Sterling Highway from Homer Hill to Kachemak Bay Drive. This project includes resurfacing, roadside hardware, drainage improvements, ADA improvements, and utilities as necessary.

Project Website: <https://tinyurl.com/CFHWY00857>

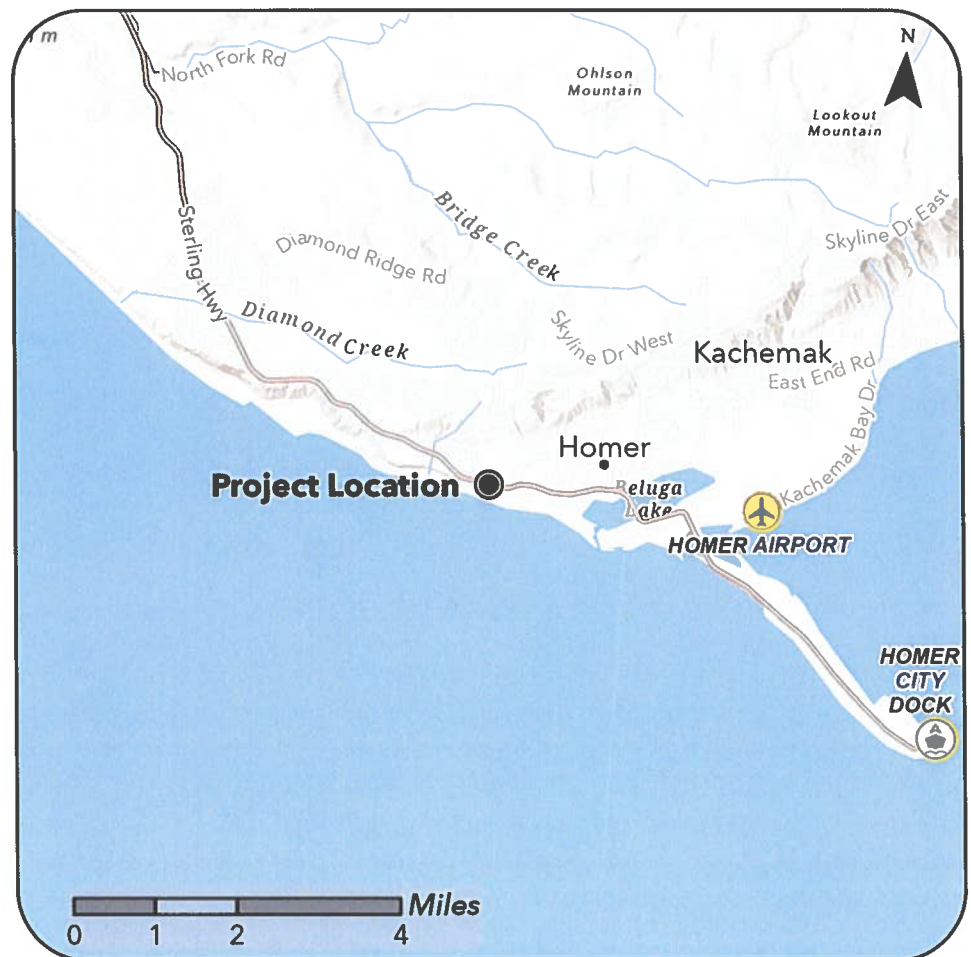
Project Contact:

Julia Hanson
julia.hanson@alaska.gov
9072690753

Visit the APEX website:



<https://dot.alaska.gov/construction>



It is the policy of the Alaska Department of Transportation and Public Facilities (DOT&PF) that no one shall be subject to discrimination on the basis of race, color, national origin, sex, age, or disability, regardless of the funding source, including Federal Transportation Administration, Federal Aviation Administration, Federal Highway Administration, Federal Motor Carrier Safety Administration and State of Alaska funds.



Sterling Highway: Milepost 169 to 175 Pavement Preservation



 Project Footprint
 Highway

 DOT&PF Controlled Airport

 Milepost

0 1
 Miles



MEMORANDUM

June City Employee Anniversaries

Item Type: Informational Memorandum
Prepared For: Mayor Lord and City Council
Date: June 9, 2025
From: Andrea Browning, HR Director
Through: Melissa Jacobsen, City Manager

I would like to take the time to thank the following employees for the dedication, commitment and service they have provided the City and taxpayers of Homer over the years.

Melissa Jacobsen	Admin	21	Years
Mike Illg	Admin	19	Years
Mike Szocinski	Public Works	13	Years
Bethany Christman	Public Works	6	Years
Russell Anderson	Public Works	6	Years
Zach Pettit	Clerks	2	Years
Randon Birchette	Dispatch	1	Year



MEMORANDUM

To: Mayor and Council
Through: Melissa Jacobsen, City Manager
From: Daniel Kort, Public Works Director
Date: June 2, 2025
Subject: Heath Street Crosswalk

Background:

The City of Homer (City) did a design to reconstruct Heath Street in 2023. There have been several interested individuals within the community that have expressed interest in expediting the sidewalk crossing between the Post Office and the Library sooner than later. The Public Works Department has worked up a cost estimate to expedite this work for the sidewalk improvement only to fulfill this request.

Discussion:

The Public Works Department has worked up two parallel design options. Option 1 would exclude the signalized pedestrian crossing and leave the addition of the signal to the Heath Street Reconstruction project that is planned in the future, while Option 2 includes the signalized crossing as part of this effort.

Option 1 – Crosswalk without Signalized Crossing	\$110,987.50
Option 2 – Crosswalk with Signalized Crossing	\$143,987.50

In anticipation for all of the questions of “why this is so expensive”, we will begin an explanation of what drives this cost. To begin with, you cannot construct a new crosswalk without an ADA ramp curb cut. Therefore, one must create the design to accommodate the ADA ramp for the crosswalk.

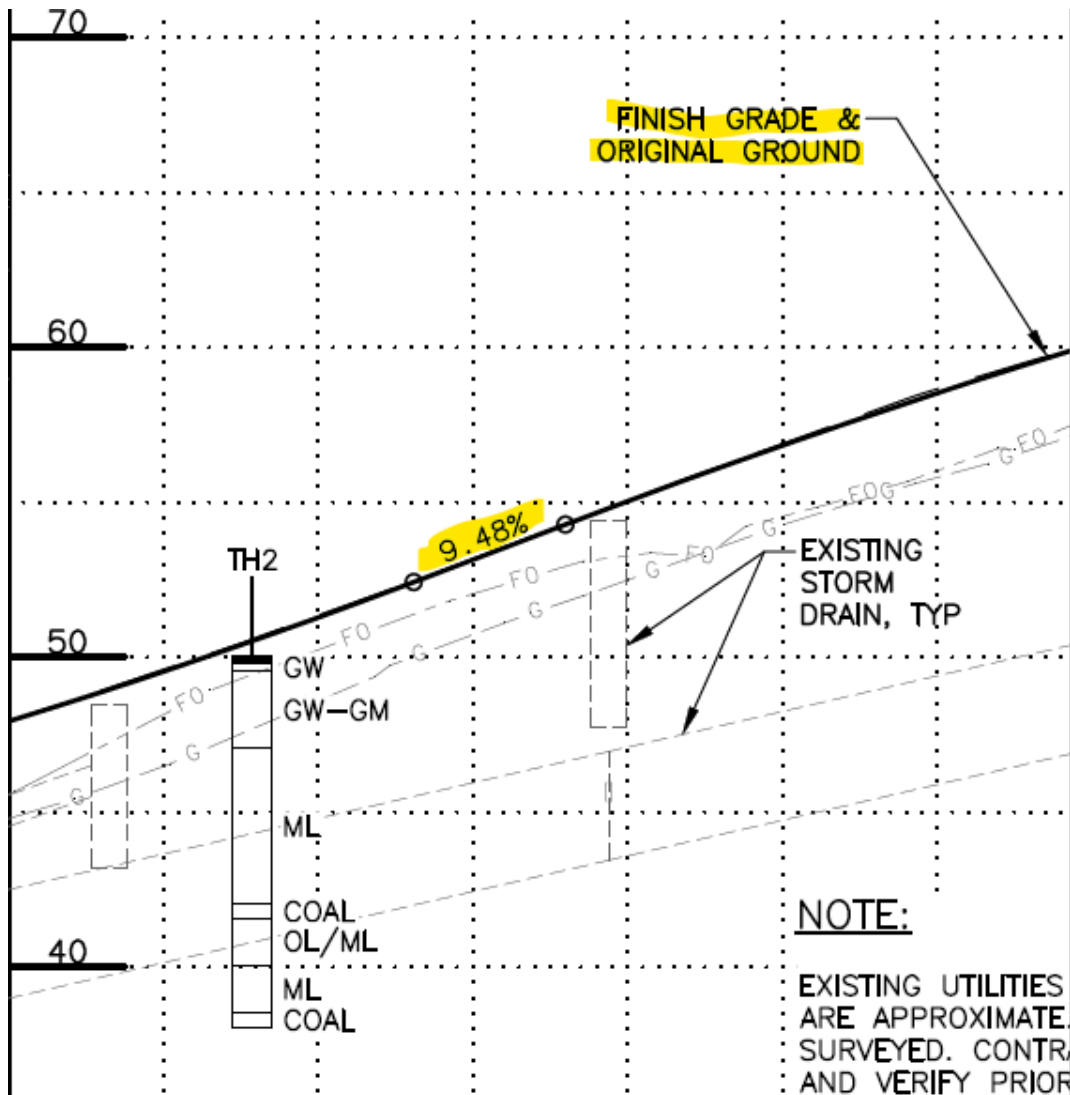
Secondly (and most importantly), the slope of Heath Street does not allow for the construction of an ADA compliant crossing without significant work done to decrease the slope of Heath Street at the crossing. The existing road profile (or slope) of Heath Street at this crossing is 9.48% slope. This 9.48% slope is perpendicular to the crosswalk, so the crosswalk itself will have a 9.48% sideslope. Federal guidance for crosswalk design is for the cross slope to be nearly level and allowing for a maximum cross slope of 2%. This means that the road profile must be adjusted up gradient and down gradient

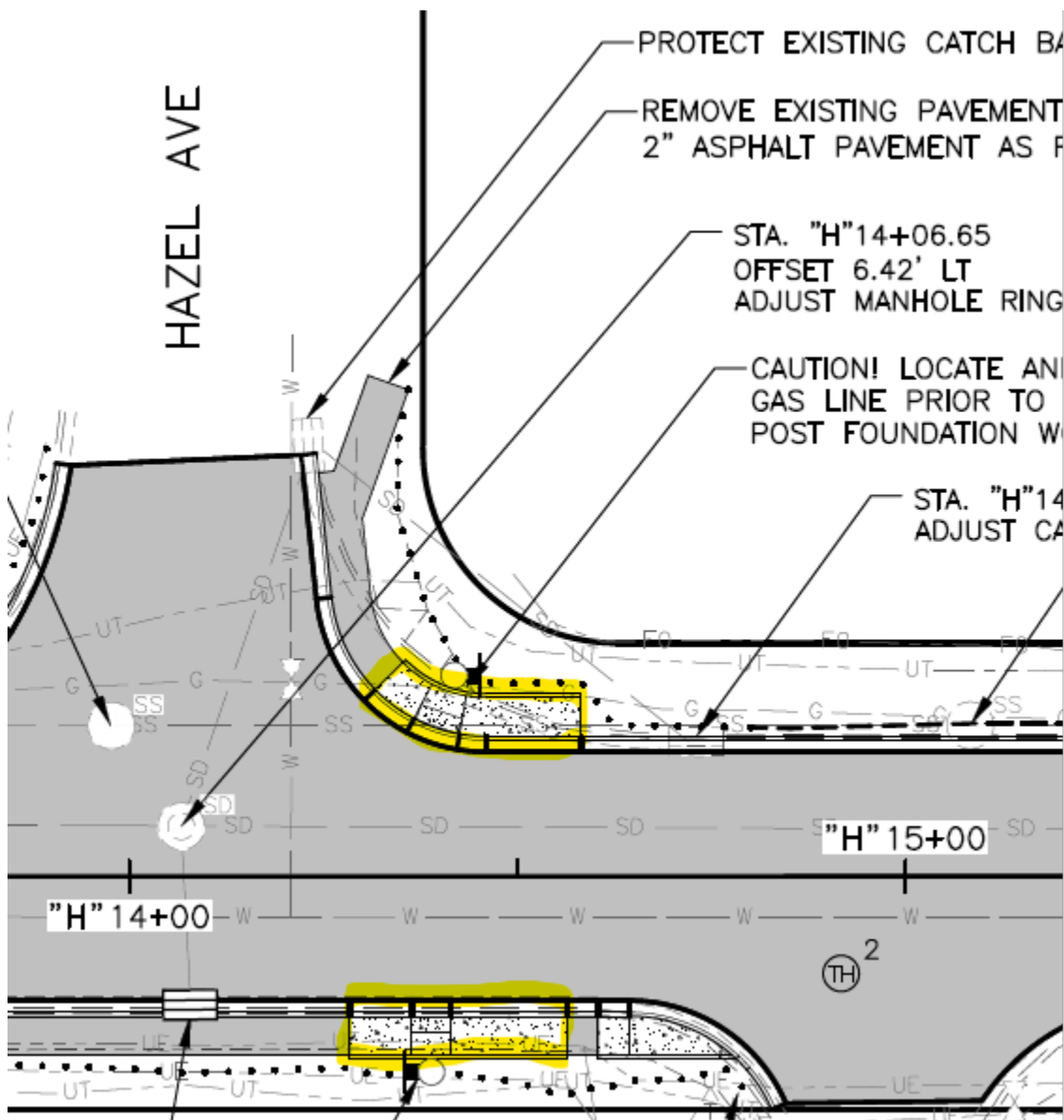
of the crosswalk to accommodate the proposed sidewalk. This essentially creates a “table top” that allows safe passage of the ADA person without risk of going downhill out of the crossing.

All streets modifications (including this one) need to keep in mind stormwater, and when you begin making adjustments to the geometry and slope of a road, you also need to make adjustments to the stormwater infrastructure so the new road is not subject to flooding or glaciation. Besides the slope modification that would be need to be made, the Heath Street design done in 2023 included a change in the radius and geometry of the northern radius entering Hazel Avenue. The existing radius of Hazel Avenue is wide and sweeping which creates an unsafe condition for the crosswalk and therefore was reduced to a much sharper radius for the 2023 design. It would not make sense to build a crosswalk “temporarily” and not include the changed geometry that was intended to improve safety.

One further issue to bring up is that Heath Street has significant deformation in the road surface (ruts) and potholes which is part of what is driving the Heath Street Reconstruction Project. The new asphalt that will be placed from this proposed project from installing the crosswalk will be demoed once we reconstruct Heath Street in a year or two. This is because the contractor will be forced during this effort to match the new asphalt surface to the existing asphalt surface deformation (ruts) because if they construct a clean new level surface down slope of the upper portion of the road that contains deformations, the water flowing downhill within the ruts will be dammed up causing ice and premature failure, and the winter maintenance equipment’s blade will likely rip the new asphalt up.

Below are some images from the 2023 design that provide insight to some of these issues that were brought up in this memo.





Summary:

The cost estimate listed above is only a budgetary cost estimate, and the price of doing this small project could increase due to the small nature of the proposed project. Further, Council must keep in mind that this work is unlikely to decrease the future cost to reconstruct Heath Street, and it is more likely that the City will be incurring the cost to construct this crosswalk twice; once now; and once when we rebuild Heath Street. What would be gained is one or two years use of a crosswalk that is already planned as the City's next large scale construction project.



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue
Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

Memorandum

TO: Mayor Lord and Homer City Council
FROM: Melissa Jacobsen, City Manager
DATE: June 4, 2025
SUBJECT: City Manager's Report for June 9, 2025 Council Meeting

Kachemak Peatlands Project Parcels

At their June 17th meeting the Kenai Peninsula Borough Assembly approved the sale of two parcels that were being considered for the Kachemak Peatlands Project. We met with Mayor Micciche and Aaron Hughes, Land Management Officer on Thursday to discuss remaining parcels and share more information with the Borough on how storm water moves through that area.

Western Library Lot Project

We're continuing to see improvements at the Western Library Lot. Doug Baily, Taz Tally, and Ed Berg are working with the Friends of the Homer Library on a future geology display at the far end of the lot beside the Poopdeck Trail. Stakes were planted to mark where boulders will be placed and information about the boulders will be displayed in the display kiosk nearby. Also the reading bench has been installed along the path. This trail has been wonderful improvement to this quaint little area.



Fire Department Organizational Audit RFP

The draft RFP is attached for Council to review and provide comments on during my report. I believe this draft encompasses matters that have been raised in public discussions and in acquiring information that will be beneficial to understanding what the needs are for our community and the Homer Volunteer Fire Department.

City Manager Meetings and Events:

June 6th – Participated in the KBNERR Groundwater Research Watershed Presentation

June 12th – Met with AKDOT Central Region Director Sean Holland and Project Manager Aaron Hunting, Mayor Lord and City staff re: DCRA Underpass and other City/DOT matters.

June 17th – Attended KPB Assembly meeting virtually

June 19th – Met with KPB Mayor and Staff on the Kachemak Peatlands properties

Attachments:

- Fire Department Organizational Audit RFP and Memorandum
- 2025 Visitor Schedule
- 2025 Combined Schedule WS, COW, Regular



MEMORANDUM

Homer Volunteer Fire Department Operational Audit

Item Type: Informational Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: June 13, 2025
From: Melissa Jacobsen, City Manager

Included with this memo is a draft of the Homer Volunteer Fire Department Operational Audit RFP. I feel this draft addresses information that has been raised by the community and Council, and addresses information the administration will find useful in future planning for the Homer Volunteer Fire Department. I've attempted to highlight key matters that have come up and what sections of the RFP address the concerns. I look forward to any final input from Council before advertising this RFP.

1. The number of volunteers is inadequate.
RFP Lines 88-89, 94-99
2. Some volunteers report feeling disrespected and alienated.
RFP Lines 88-89, 94-99
3. Management stated there is a culture change in the department in that career positions no longer support volunteers, volunteers support career staff.
RFP Lines 88-89, 94-99
4. Turnover is resulting in loss of continuity and institutional knowledge and department is understaffed and unable to meet recommended personnel response levels.
RFP Lines 90-93, 102-103
5. There is concern that HVFD cannot adequately respond to structural fire, much less a community disaster.
RFP Lines 90-93, 102-103
6. Without a volunteer base to hire from, HVFD is required to hire staff from outside.
RFP Lines 90-93, 102-103
7. Personnel, promotion, disciplinary, and firing procedures may not have been followed.
Lines 88-89, 94-99
8. City has not been keeping up on operational funding and equipment and plant are deteriorating.
RFP Lines 100-101
9. HVFD does not have the staff or volunteers to respond with the number of firefighters needed.
RFP Lines 90-93, 102-104
10. Investigate if there are adequate staff and volunteer resources to cover present and future EMS and firefighting calls in our community.
RFP Lines 90-93

11. Investigate returning to the culture of recruitment and promotion of fire fighter and EMS volunteers, supported by paid staff.

RFP Lines 102-104

12. Investigate unprecedented turnover, disciplinary actions and firing issues, including conducting exit interviews of past and future volunteer and paid staff to identify problems and prevent problems that create public safety risks in the community.

RFP Lines 88-89, 94-99 address these matters, internal work on-going

REQUEST FOR PROPOSAL
By the City of Homer, Alaska
Professional Services to Perform
An Operational Audit of the Homer Volunteer Fire Department

The City of Homer, Alaska is seeking proposals from qualified consultants to conduct an independent, comprehensive operational audit of the Homer Volunteer Fire Department which consists of both volunteer and paid personnel. The goal of this evaluation is to assess current operations, identify areas for improvement, and provide actionable recommendations to ensure continued excellence in emergency services delivery.

It is the intent of this Request for Proposals (RFP) to have the successful consultant enter into a Professional Services Contract with the City of Homer to provide the services outlined herein.

The following subjects are discussed in this RFP to assist in preparing a proposal.

- I. Introduction
- II. Project Overview
- III. Scope of Work
- IV. RFP General Requirements & Submittal Instructions
- V. Proposal Format & Content Requirements
- VI. Evaluation Criteria & Selection Process
- VII. Schedule

I. INTRODUCTION

The Homer Volunteer Fire Department (HVFD) has a history spanning over 60 years starting with the formation of a fire company in 1952. The department officially incorporated as Homer Volunteer Fire Department, Inc. in 1954 and the HVFD Auxiliary was founded in 1960 to support the department through various fundraising activities. The current fire hall was built through a city sales tax and constructed at its current location in 1981. In the 80's the first paid staff were hired and in 1990, the HVFD entered into an agreement to transfer operations to the City.

The City of Homer recognizes the critical role the HVFD plays in ensuring the safety and well-being of our community. As a blended department comprised of both volunteer and paid staff, the organization has long benefited from the dedication and service of its members. However, like many fire and EMS service agencies across the nation, the department is facing evolving challenges—most notably, a steady decline in volunteerism, increasing service demands, and the growing complexity of emergency response.

In light of these challenges, the City is seeking an independent, comprehensive operational audit of the fire department to assess department culture, current operations, internal policies and procedures, and overall service delivery. The intent is to ensure that the department is well-positioned to meet both present and future demands with a clear, sustainable model that reflects best practices in volunteer and staff hiring and retention, improved volunteer engagement, and emergency services management.

This operational audit will also seek to align departmental capabilities with the actual needs of the community, identify opportunities for improvement, and support the development of clear, modernized internal policies and procedures that strengthen organizational consistency, accountability, volunteer engagement and performance.

The HVFD scope of services include:

- Fire Services -Structural Fire Suppression, Motor Vehicle Firefighting, Wildland Firefighting, Marine Firefighting, Aircraft Rescue & Firefighting
- EMS -Basic and Advanced Life Support Ambulance Services
- Rescue Services -Vehicle Extrication, Rope Rescue, Water Rescue, Confined Space Rescue
- Hazardous Materials Operations
- Disaster Response and Management
- Public Education, Prevention and Preparedness
- Plan Reviews and Code Consultations
- Participation with Kachemak Emergency Services and Western Emergency Services through Intergovernmental Agreements.

II. PROJECT OVERVIEW

The expectation of this operational audit is to give city leaders a clear, data-driven picture of how effectively the fire department serves the community and where it can improve. The review will analyze response trends, Fire and EMS deployment, and training outcomes. It will also benchmark policies, procedures, and practices against industry standards, and scrutinize volunteer and career staffing models to propose an implementation roadmap if changes are warranted. It will also evaluate culture, recruitment, retention, promotions, discipline, and regulatory compliance; examine budgets, revenue streams, reserves, and equipment apparatus and facility needs; and conclude with a SWOT analysis that distills strengths, weaknesses, opportunities, and threats in the department. The audit will pinpoint operational gaps, fiscal challenges, and strategic opportunities, providing actionable recommendations to enhance service delivery and long-term sustainability.

III. SCOPE OF WORK

The selected consultant will be expected to provide the following deliverables as part of the project:

1. Project Kickoff Meeting

An initial meeting with city leadership and fire department representatives to confirm project scope, timeline, key contacts, and expectations.

2. Stakeholder Engagement Plan

A plan outlining how the consultant will gather input from key stakeholders, including fire department personnel (volunteer and career), city leadership, and community members.

3. Departmental Operational Audit

The operational audit will include:

- A review of current operations by conducting a data analysis of the past three years to identify trends, review the current deployment strategy for emergency calls, evaluate emergency medical service delivery and make recommendations on the level of EMS response appropriate for the community.
- A review of existing policies and procedures and evaluate them against industry best practices.

- A volunteer and staffing analysis by evaluating the coverage program and its effectiveness in meeting the demands of the department and the City. If changes are identified in the current volunteer and staffing model, a recommended roadmap for modifications and implementation plan will be provided.
 - A cultural assessment through an evaluation of the policies and practices applicable to the HVFD volunteers, staff, and leadership will be included along with an assessment of the volunteer and employees' record management system, recruiting and hiring practices, volunteer and employee retention programs, volunteer integration and support, the promotional process, the disciplinary process, and compliance with federal and state regulations.
 - An evaluation of the operational and capital budgets, and assessment of equipment, apparatus, and facility conditions and needs.
 - An evaluation of training over the past three years, training programs/curriculums, volunteer and staff certifications and professional development, and the training program, all while keeping in mind the size of the community and the department.
 - A SWOT Analysis, that documents an analysis of the department's strengths, weaknesses, opportunities, and threats.
4. **Recommendations Report**
The operational audit report should include clear, actionable recommendations prioritized by impact and feasibility from findings on:
- Operational improvements
 - Policy and procedural updates
 - Staffing models and recruitment strategies, both volunteer and paid
 - Culture of the department related to leadership, volunteers, and paid staff
 - Financial and budgetary practices, and equipment, apparatus and facility needs
 - Training programs
 - Long-term strategic planning and implementation
5. **Executive Summary**
A concise, non-technical summary suitable for presentation to elected officials, stakeholders, and the general public.
6. **Presentation of Findings**
At least one in-person or virtual presentation of key findings and recommendations to municipal leadership and fire department leadership.
7. **Final Report Submission**
A complete final report, including appendices and supporting documentation, in both editable (e.g., Word) and print-ready (PDF) formats.

IV. RFP GENERAL REQUIREMENTS & SUBMITTAL INSTRUCTIONS

To achieve a uniform review process and obtain the maximum degree of comparability, it is required that the proposals be organized in the manner specified below. Proposals that do not address the items listed in this request may be considered incomplete and may be deemed non-responsive by the City.

- A. **There will be an optional Pre-Close RFP meeting/teleconference held via Zoom on _____** This will give all proposers involved the opportunity for questions/ answers with City Staff to ensure all

information is open and concise. Zoom meeting invitations will be sent to all qualified entities listed on the Plan Holder's List.

B. **All proposers must submit a City of Homer Plan Holders Registration form to be on the Plan Holders List and to be considered responsive.**

C. **Sealed proposals must be received by the City Clerk's Office at the address referenced below no later than 4:00 p.m. on _____.** The time of receipt will be determined by the City Clerk's time stamp. Proposals received after that time shall not be considered.

D. Proposers must submit one original and five (5) copies of the completed proposal in an opaque envelope marked as follows:

City of Homer 2025 RFP
Independent Evaluation of the Homer Volunteer Fire Department
date _____
Bidders Name and Address

E. Proposal submittals shall be delivered in person or mailed to:

City of Homer
City Clerk's Office
491 E. Pioneer Avenue
Homer, Alaska 99603

F. Proposals may be withdrawn by written, email, or facsimile notice received prior to the deadline for proposal submittal.

G. Inquiries must be received at least 10 days prior to the RFP submittal deadline. Copies of all written requests and replies will be forwarded to each Proposer on the Official Plan Holders List. Only formal, written responses to properly submitted questions will be binding.

H. Inquiries regarding the Scope of Work or clarification of the RFP must be directed in writing to:

Melissa Jacobsen, City Manager
491 E. Pioneer Avenue
Homer, Alaska 99603
Phone: (907) 299-9354
Email: citymanager@ci.homer.ak.us

I. General RFP and proposal submission inquiries must be directed in writing to:

City Clerk's Office
491 E. Pioneer Avenue
Homer, AK 99603
Phone: (907) 235-3130
Email: clerk@ci.homer.ak.us

V. PROPOSAL FORMAT & CONTENT REQUIREMENTS

For ease of evaluation, the proposal should be presented in a format that corresponds to and references/labels the sections outlined in this RFP. Proposals should be prepared in such a way as to provide a straightforward, concise delineation of capabilities to satisfy the requirements of this RFP.

To be considered responsive, each proposal must include (at a minimum) the following:

A. Letter of Transmittal (one-page maximum): The transmittal letter shall briefly state the consultant's understanding of the City's request, make a positive commitment to provide the professional services specified, and give the name, title, address, and phone number of the person(s) authorized to make representations for the consultant. The letter shall be signed by a corporate officer or other individual who has the authority to bind the consultant.

B. Proposal Narrative: The proposal narrative must provide the following information:

1. Specify in detail the consultant's ability to fulfill the Scope of Work that has been outlined in this RFP, including any additional contractual requirements the consultant chooses to propose. Other items that must be included in the proposal:

- Standard, all-inclusive cost schedule that is to be used in this contract, including staff time per task, travel expenses, and incidentals. *Please include cost schedules with and without the optional site visit described in item 4 of the project scope.*
- Schedule – An outline of the anticipated schedule for completing the Scope of Work beginning with issuance of a notice to proceed to submitting the final work product.
- Insurance – Prior to commencement of work, the Proposer shall be required to provide proof of insurance and to keep it in full force and effect, at its own expense, the following minimum policy limits:
 - i. The City of Homer shall be named as additional insured during the project's duration.
 - ii. Worker's Compensation in accordance with the laws of the State of Alaska, and Employer's Liability Insurance with minimum limits of \$1,000,000/ \$1,000,000/ \$1,000,000.
 - iii. General Liability Insurance in an amount not less than \$1,000,000 per occurrence; \$1,000,000 personal and advertising injury; \$2,000,000 general aggregate; and \$2,000,000 products/completed operations aggregate for bodily injury or death and for property damage.
 - iv. Professional Liability with minimum limits of \$1,000,000 aggregate and each claim.
 - v. Automobile Liability Insurance covering owned, non-owned, or hired vehicles used by the consultant, with limits not less than \$1,000,000 combined single limit for bodily injury and property damage.

2. Proposed Project Manager and Team Members and Statement of Qualifications and Experience: This section shall introduce the project manager (Single Point of Contact) and members of the consultant that will be performing the work for this project. This section will cover the project team/consultant's qualifications for the proposed work and experience with similar projects. Full resumes are not required but can be included; 1-2 paragraphs on each member of the team will be sufficient.

3. Methods and Work Plan: Proposer will outline a work plan detailing the consultant's step-by-step procedures for accomplishing the Scope of Work and the City's objectives for this project.

4. References: List the names, titles, and phone numbers of at least three clients who obtained similar services from your consultant. Ideally, projects/contracts managed by the proposed project manager and completed by the proposed project team should be referenced.

VI. EVALUATION CRITERIA & SELECTION PROCESS

A. Evaluation Criteria

All proposals must meet the following minimum requirements.

Proposals will be evaluated on the following criteria and scored according to the point scale:

Proposed Contract, Work Plan, and Cost	
• Consultant Overview and Qualifications	15 points
• Project Understanding and approach	20 points
• Work plan and timeline	10 points
• EITHER prior work of this nature OR first-hand familiarity with local dynamics	25 points
• Quality of 3 references.	10 points
• Conformance with RFP requirements, including compliance and timely submission of all documents requested.	5 points
• Cost	5 points
Total Possible Points 90	

B. Selection Process

A selection committee comprised of two City Councilmembers, one Homer Volunteer Fire Department Captain, one active Homer Volunteer Fire Department Volunteer, and one member of the public will be confirmed by the Mayor to evaluate the proposals and make a recommendation to the City Manager and Homer City Council. If the Council approves, the City will offer the highest ranking Proposer an opportunity to negotiate a Contract.

Other Proposal selection terms, conditions, and exceptions:

- Evaluators may discuss factual knowledge of, and may investigate proposer's prior work experience and performance. This includes projects referenced in the proposal, available written evaluations, and contacted references that were listed or other persons knowledgeable of a proposer's past performance. Factors such as overall experience relative to the proposed contract, quality of work, cost control, and the ability to meet schedules may be addressed during the evaluation.
- This request for proposals is designed to be qualifications based, with cost playing a secondary role in the selection process. The City of Homer reserves the right to award a contract to the highest ranked consultant based solely on the written proposal or request oral interviews. The highest ranked proposer will be invited to enter into negotiations with the City of Homer for the purposes of contract award. If an agreement with any proposer cannot be reached, the next

highest ranked proposer may be contacted for negotiations. The City of Homer reserves the right to terminate contract negotiations with any proposer should it be in the City of Homer's best interest.

3. The City reserves the right to alter, amend, or modify any provisions of this RFP, or to withdraw this RFP, at any time prior to the award of a contract pursuant hereto, if it is in the best interest of the City to do so.
4. The City reserves the right to waive informalities and minor irregularities in proposals received. Alterations, modifications or variations to a proposal may not be considered unless authorized by the RFP or by addendum or amendment.
5. The City reserves the right to reject any and all proposals submitted and shall not be liable for any costs incurred by any proposer in response to this solicitation or for any work done prior to the issuance of a notice to proceed or signed contract.
6. Proposals will be kept confidential until contract is awarded, subject to law.

VII. RFP TIMELINE & AWARD SCHEDULE

These dates represent a tentative schedule of events. The City reserves the right to modify these dates at any time, with appropriate notice to applicable proposers on the Plan Holders List.

ACTIVITY	DATE/TIME
RFP Publish Dates	City of Homer Website Homer News
Optional Pre-Close Meeting	
Submittal Deadline for Proposals	
Evaluation Period and Proposal Selection	
Authority to Proceed by Homer City Council	
Contract Signing/Notice to Proceed	
Project Kickoff Meeting	

VISTORS

AGENDA CALENDAR 2025

Council Meeting Dates	Visitor Scheduled
Monday, January 13	Senator Stevens
Monday, January 27	
Monday, February 10	Patty Relay Pratt Museum — Budget Appropriation Request
Monday, February 24	
Monday, March 10	
Monday, March 24	South Peninsula Haven House
Monday, April 14	HoWL Annual “Dirt Bag” Clean up Event — Todd Hineman Legislative Update Senator Stevens BDO USA LLP Bikky Shrestha
Monday, April 28	Legislative Update (Rep/Sen)? Homer Harbor Expansion Status Update Japanese Club — Megumi Beams
Monday, May 12	Safe & Healthy Kids Fair Presentation — Lisa Asselin-Martin KPEDD Presentation — Cassidi Cameron
Tuesday, May 27	Representative Vance Legislative Update Homer Foundation Stacey Schultz Grant Reports Update
Monday, June 9	South Florida University Presentation on Bridge Creek Watershed Study — Dr. Mark Rains, Dr. Kai Rains, Tyelyn Brigino University of South Florida Ecohydrology Research Group South Peninsula Hospital Presentation Derotha Ferraro and Ryan Smith
Monday, June 23	
Monday, July 28	
Monday, August 11	
Monday, August 25	
Monday, September 8	
Monday, October 13	
Monday, November 10	
Monday, November 24	

WORKSESSION SPECIAL COW SCHEDULE

AGENDA CALENDAR 2025

Monday, June 9	Regular Meeting Public Hearing & FY26/FY27 Budget Ordinance Adoption
Monday, June 9	COW—Visitor Presentation USF Bridge Creek Watershed Study
June 10th/11th Joint WS with PC	Draft Comp Plan Review
Monday, June 23	Worksession on Lease Policy and Lease Code – Rescheduled from 5/27
Monday, July 28	
Monday, August 11	COW Land Allocation Plan Presentation Julie Engebretsen 15 min.
Monday, August 25	
Monday, September 8	
Monday, September 22	
Monday, October 13	Certify Election Results, Swearing In of Councilmembers
Monday, October 27	
Monday, November 10	
Monday, November 24	