



Agenda

City Council Regular Meeting

Monday, March 24, 2025 at 6:00 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: 205 093 973 Password: 610853

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE

AGENDA APPROVAL (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual)

MAYORAL PROCLAMATIONS AND RECOGNITIONS

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

RECONSIDERATION

CONSENT AGENDA (Items listed below will be enacted by one motion. If a separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Meeting Agenda at the request of a Councilmember.)

- a. Homer City Council Unapproved Special and Regular Meeting Minutes of March 10, 2025. City Clerk. Recommend adoption.
- b. Memorandum CC-25-090 from Mayor re: Appointments of Pat Case to the ADA Advisory Board, Deb Curtis to the Library Advisory Board and Reappointment of Deborah Isaak to the Economic Development Advisory Commission. Recommend approval.
- c. Ordinance 25-28, An Ordinance of the City Council of Homer, Alaska, Amending the FY25 Capital Budget by Un-appropriating \$268,605 of Homer Accelerated Roads and Trails (HART) Roads Funds for the Ohlson Lane West Bunnell Avenue Reconstruction Project. City Manager/Public Works Director. Introduction March 24, 2025 Public Hearing and Second Reading April 14, 2025

Memorandum CC-25-091 from Public Works Director as backup.

- d. Resolution 25-021, A Resolution of the City Council of Homer, Alaska, Authorizing the Staff of the Homer Public Library to Apply for a Public Libraries Assistance Grant (PLAG) from the State of Alaska, in the Amount of \$7,000. City Manager/Library Director. Recommend adoption.

Memorandum CC-25-094 from Library Director as backup.

- [e.](#) Resolution 25-022, A Resolution of the City Council of Homer, Alaska, Authorizing the Issuance of a Task Order to RESPEC Company, LLC in the Not to Exceed Amount of \$71,000 for Design of the Highland Drive Culvert Replacement Project and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/City Engineer. Recommend adoption.

Memorandum CC-25-095 from City Engineer as backup.

- [f.](#) Resolution 25-023, A Resolution of the City Council of Homer, Alaska, Authorizing the City Manager to Pursue Acquisition of an Access Easement on Easy Street and to Negotiate and Execute the Appropriate Documents. City Manager. Recommend adoption.

Memorandum CC-25-096 from Community Development Director as backup

- [g.](#) Resolution 25-024, A Resolution of the City Council of Homer, Alaska, Endorsing the Purpose of the Institute of Museum and Library Services (IMLS) and Urging Official at the Local, State and National Levels to Maintain its Current Services. Mayor. Recommend adoption.

Memorandum CC-25-097 from Library Director as backup.

- [h.](#) Resolution 25-025, A Resolution of the City Council of Homer, Alaska, Acknowledging the Month of April as Sexual Assault Awareness Month, honoring survivors of sexual assault, Recognizing Advocates, Organizations and Community Members working to prevent Sexual Assault in Homer and Across the Kenai Peninsula. Mayor. Recommend adoption.

VISITORS

- [a.](#) South Peninsula Haven House – Denim Day – Lindsey Collins & Marie Walker

ANNOUNCEMENTS / PRESENTATIONS / REPORTS (5 Minute limit per report)

- a. Worksession Report
- b. Committee of the Whole Report
- c. Mayor's Report
- d. Borough Report
- e. Planning Commission
- f. Economic Development Advisory Commission
- g. Library Advisory Board
- h. Parks Art Recreation and Culture Advisory Commission

PUBLIC HEARING(S)

- [a.](#) Ordinance 25-24, An Ordinance of the City Council of Homer, Alaska, Amending the Official Road Maintenance Map of the City of Homer by Adding 2871 Lineal feet (.54 Miles) of Urban Road on Eric Lane, Linstrang Way, Beauregard Court and Edson Circle. City Manager/Public Works Director.

Memorandum CC-25-078 from Public Works Inspector as backup.

- [b.](#) Ordinance 25-25, An Ordinance of the City Council of Homer, Alaska Amending the FY25 Capital Budget by Appropriating \$71,000 from the Homer Accelerated Roads and Trails (HART) Roads to Fund Design of the Highland Drive Culvert Replacement Project. City Manager/Public Works Director. Introduction March 10, 2025 Public Hearing and Second Reading March 24, 2025

Memorandum CC-25-079 from Public Works Director as backup.

- [c.](#) Ordinance 25-26, An Ordinance of the City Council of Homer Alaska Affirming the Ground Lease and Security Agreement between the City and Tackle Shack Co., LLC., for a Portion of Lot 5, as shown on the Subdivision Plat entitled HOMER SPIT, filed as Amended Plat Number 89-34, Homer Recording District, State of Alaska, also known as Kenai Peninsula Borough Tax Parcel No. 181-03-105 and Authorizing the City Manager to Execute Termination of Lease Documents for Previously Superseded Leases. City Manager/Port Director. Introduction March 10, 2025 Public Hearing and Second Reading March 24, 2025.

Memorandum CC-25-081 from Port Property Associate

ORDINANCE(S)

- [a.](#) Ordinance 25-29, An Ordinance of the City Council of Homer, Alaska Amending the FY25 Capital Budget by Appropriating an Additional \$3,200 from the Homer Accelerated Roads and Trails (HART) Trails Fund for Change Order No. 1 to Kinney Engineering Task Order 24-01 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director. Introduction March 24, 2025 Public Hearing and Second Reading April 14, 2025.

Memorandum CC-25-092 from Public Works Director as backup.

- [b.](#) Ordinance 25-30, An Ordinance of the City Council of Homer, Alaska Amending the FY25 Capital Budget by Appropriating an Additional \$57,073.12 from the Homer Accelerated Water and Sewer Program (HAWSP) for the Purpose of Reimbursing Six Property Owners in the Bunnell Ave/Charles Way Special Assessment District for the Cost of E-One Lift Stations. Aderhold/Hansen. Introduction March 24, 2025 Public Hearing and Second Reading April 14, 2025.

CITY MANAGER'S REPORT

- [a.](#) City Manager's Report

Financial Report

i. Monthly FY25 Year to Date

PENDING BUSINESS

- [a.](#) Ordinance 25-07, An Ordinance of the City Council of Homer, Alaska Amending the FY25 Capital Budget by Appropriating \$67,480.81 from the Homer Accelerated Water and Sewer Program (HAWSP) for the Purpose of Reimbursing Seven Property Owners in the Bunnell Ave/Charles Way Special Assessment District for the Cost of E-One Lift Stations. City Manager.

Memorandum CC-25-088 from City Manager as backup.

Memorandum CC-25-086 from City Manager as backup.

Memorandum CC-25-059 from City Manager as backup.

Memorandum CC-25-030 from City Manager as backup.

- [b.](#) Ordinance 25-17(S), An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating an FY24 Transportation Program Grant in the Amount of \$1,100,000 from the Denali Commission for the Purpose of Completing Design and Permitting for Homer Harbor Critical Float System Replacement Project **with a Local Match of \$1,105,000 and Authorizing the City Manager to Execute the Appropriate Documents.**

Memorandum CC-25-093 from Port Director and Spec. Proj. & Commun. Coord. as backup.

Memorandum CC-25-087 from City Manager as backup.

Memorandum CC-25-063 from Port Director as backup.

NEW BUSINESS

RESOLUTIONS

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY ATTORNEY

COMMENTS OF THE CITY CLERK

COMMENTS OF THE CITY MANAGER

COMMENTS OF THE MAYOR

COMMENTS OF THE CITY COUNCIL

ADJOURNMENT

The next Regular Meeting is Monday, April 14, 2025 at 6:00 p.m., Committee of the Whole at 5:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Session 25-07 a Special Meeting of the City Council of Homer, Alaska was called to order on Monday, March 10, 2025 by Mayor Rachel Lord at 3:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COUNCILMEMBERS ERICKSON, HANSEN, ADERHOLD, VENUTI, PARSONS

ABSENT: COUNCILMEMBER DAVIS (EXCUSED)

STAFF: CITY MANAGER JACOBSEN
CITY CLERK KRAUSE
PORT DIRECTOR HAWKINS
CITY ATTORNEY GATTI

CALL TO ORDER

Mayor Lord called the meeting to order.

City Clerk Krause called attendance and noted Councilmember Davis has requested excusal and timely notice was provided.

AGENDA APPROVAL (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual)

ADERHOLD/VENUTI MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

There was no public present.

NEW BUSINESS

- a. Memorandum CC-25-084 from City Clerk re: Request for Executive Session Pursuant to AS 44.62.310 (A-C)(1,4) Matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity and which by law, municipal charter or ordinance are required to be confidential, (Potential Litigation Airport Lease Termination)

Mayor Lord introduced the item by reading of the title and requested a motion.

ADERHOLD/VENUTI MOVED TO ADJOURN TO EXECUTIVE SESSION PURSUANT TO AS 44.62.310 (A-C)(1,4) MATTERS, THE IMMEDIATE KNOWLEDGE OF WHICH WOULD CLEARLY HAVE AN ADVERSE EFFECT UPON THE FINANCES OF THE PUBLIC ENTITY AND WHICH BY LAW, MUNICIPAL CHARTER OR ORDINANCE ARE REQUIRED TO BE CONFIDENTIAL, WITH THE CITY MANAGER AND PORT DIRECTOR IN ATTENDANCE TO DISCUSS AIRPORT LEASE MATTERS.

It was noted that Council will receive Attorney Client information on matters from the City Attorney.

VOTE. YES. HANSEN, PARSONS, VENUTI, ADERHOLD, ERICKSON.

Motion carried.

Mayor Lord adjourned the meeting to executive session at 3:04 p.m. The meeting was reconvened at 3:34 p.m.

Mayor Lord noted for the record that Council provided direction to the City Attorney.

COMMENTS OF THE AUDIENCE

There was no public present.

ADJOURNMENT

Mayor Lord adjourned the meeting at 3:36 p.m. stating the next meeting was a joint worksession with the City Council of Kachemak City at 4:00 p.m. All meetings are scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

RENEE KRAUSE, MMC, CITY CLERK

APPROVED: _____

Session 25-08 a Regular Meeting of the City Council of Homer, Alaska was called to order on Monday, March 10, 2025 by Mayor Rachel Lord at 6:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance. City Council held a Worksession at 4:00 p.m. with the Mayor and Council of Kachemak City on Challenges and General Issues facing each City. The Committee of the Whole was conducted at 5:00 p.m.

PRESENT: COUNCILMEMBERS ERICKSON, HANSEN, ADERHOLD, VENUTI, PARSONS

ABSENT: COUNCILMEMBER DAVIS (EXCUSED)

STAFF: CITY MANAGER JACOBSEN
CITY CLERK KRAUSE
PORT DIRECTOR HAWKINS
CHIEF TECHNOLOGY OFFICER JIRSA
COMMUNITY DEVELOPMENT MANAGER ENGBRETSSEN
PUBLIC WORKS DIRECTOR KORT
SPECIAL PROJECTS AND COMMUNICATIONS COORDINATOR CARROLL
HR DIRECTOR BROWNING
CITY PLANNER FOSTER
RECREATION MANAGER ILLG
CITY ATTORNEY GATTI
POLICE CHIEF ROBL
LIBRARY DIRECTOR BERRY

CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mayor Lord called the meeting to order and invited everyone present to stand for the Pledge of Allegiance.

City Clerk Krause called attendance and noted Councilmember Davis has requested excusal and timely notice was provided.

AGENDA APPROVAL (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual)

Mayor Lord read the Supplemental Items into the record as follows **ORDINANCES** Item a. Ordinance 25-27, Amending Homer City Code 21.10.030 to Amend the Homer City Zoning Map to Rezone a Portion of the Rural Residential (RR) Zoning District to East End Mixed Use (EEMU) Zoning District. Public Comment Received and requested a motion.

ADERHOLD/VENUTI MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

MAYORAL PROCLAMATIONS AND RECOGNITIONS

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

Mayor Lord invited the public to comment on any item on the agenda with the exception of the following:

- Ordinance 25-17, Appropriating a FY24 Transportation Program Grant for \$1,100,000
- Ordinance 25-18, Appropriating \$17,000 to Purchase One Membrane Filter Module for the Water Treatment Plant
- Ordinance 25-19, Amend HCC 5.16 Public Nuisance Abatement, to Direct Appeals to the Office of Administrative Hearings
- Ordinance 25-20, Amend HCC 21.16 Residential Office District, 21.24 GC1, and 21.26 GC2 to add Studio as Permitted Use
- Ordinance 25-21, Appropriate \$300,000 from the Water CARMA Fund for the Replacement of the Water Main on Ohlson Lane and Bunnell Avenue.
- Ordinance 25-22, Expend \$10,000 from the Sister City 40th Anniversary Fund to Create the Sister City Program of Homer Field of Interest Fund with the Homer Foundation
- Ordinance 25-23, Appropriate a Grant from the Homer Foundation Youth Advisory Committee in the Amount of \$3,500 for Community Recreation Activities
- Resolution 25-016, Petitioning the State Alcoholic Beverage Control Board to Issue Ten Additional Restaurant or Eating Place Licenses within the City of Homer.

Rika Mouw, city resident, commented in opposition to Ordinance 25-27 noting recent purchases of land for the peatland project, flooding issues, impacts to the neighboring properties, and wildlife.

Kirsten Styvaar, city resident, commented in opposition to Ordinance 25-27 citing impacts to the wetlands, erosion issues, claiming it was spot zoning and illegal and did not want to live next to a fish processing business.

Chris Long, city resident, commented on Ordinance 25-07 encouraging the City Council to support the recommendation proposed by the City Manager in Memorandum CC-25-088.

Kim McNett, city resident, commented in opposition of Ordinance 25-27 citing observations regarding stormwater runoff, wildlife impacts, green infrastructure, stating reports show that the peat is 15 feet of more in the proposed area that a fish processing business is being planned for and the permit for fill is not for the proposed project.

Ken Castner, city resident, commented in opposition of Ordinance 25-27 citing that the rezone was not allowable due to spot zoning and that it should have never been approved by Commission or presented by the staff.

Penelope Haas, commenting as President of Kachemak Bay Conservation Society, in opposition of Ordinance 25-27 citing peat depth, impacts to altering the retention of water and potential for damage and who would bear that cost.

Annette Koth, city resident, commented in opposition of Ordinance 25-27 citing industrial operations in residential neighborhoods, impacts to the road and increased traffic, safety hazards to a Tsunami Route and impacts to wildlife.

Heather Kallevig, resident, commented in opposition of Ordinance 25-27 supporting all the other comments and encouraged Council to deny the rezone.

RECONSIDERATION

CONSENT AGENDA (Items listed below will be enacted by one motion. If a separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Meeting Agenda at the request of a Councilmember.)

- a. Homer City Council Unapproved Regular Meeting Minutes of February 24, 2025. City Clerk. Recommend adoption.
- b. Memorandum CC-25-076 from City Clerk re: Liquor License Renewals for Alice's Champagne Palace and Swell Taco. Recommend approval.
- c. Ordinance 25-24, An Ordinance of the City Council of Homer, Alaska, Amending the Official Road Maintenance Map of the City of Homer by Adding 2871 Lineal feet (.54 Miles) of Urban Road on Eric Lane, Linstrang Way, Beauregard Court and Edson Circle. City Manager/Public Works Director.

Memorandum CC-25-078 from Public Works Inspector as backup.

- d. Ordinance 25-25, An Ordinance of the City Council of Homer, Alaska, Amending the FY25 Capital Budget by Appropriating \$71,000 from the Homer Accelerated Roads and Trails (HART) Roads Fund, to Fund Design of the Highland Drive Culvert Replacement Project. City Manager/Public Works Director. Introduction March 10, 2025 Public Hearing and Second Reading March 24, 2025.

Memorandum CC-25-079 from Public Works Director as backup.

- e. Ordinance 25-26, An Ordinance of the City Council of Homer, Alaska, Affirming the Ground Lease and Security Agreement between the City and Tackle Shack Co., LLC., for a Portion of Lot 5, as shown on the Subdivision Plat entitled HOMER SPIT, filed as Amendment Plat Number 89-34, Homer Recording District, State of Alaska, also known as Kenai Peninsula Borough Tax Parcel No. 181-03-105 and Authorizing the City Manager to Execute Termination of Lease Documents for Previously Superseded Leases. City Manager/Port Director. Introduction March 10, 2025 Public Hearing and Second Reading March 24, 2025.

Memorandum CC-25-081 from Port Property Associate as backup.

- f. Resolution 25-020, A Resolution of the City Council of Homer, Alaska, Supporting Project #34708 Sterling Highway Erosion Mitigation Study in the State of Alaska Department of Transportation and Public Facilities 2024-2027 State Transportation Improvement Program (STIP) Amendment 2. City Manager/Community Development Director. Recommend adoption.

Memorandum CC-25-080 from Special Proj. & Comms. Coordinator as backup.

Mayor Lord requested the Clerk to read the Consent Agenda.

City Clerk Krause read the Consent Agenda into the record.

ADERHOLD/VENUTI MOVED TO ADOPT THE CONSENT AGENDA AS READ.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

VISITORS

- a. J & H Consulting Legislative Update

Christine Hess and Reggie joule with J & H Consulting introduced newest member Mile Baker providing details of his extensive background and expertise that he brings to the Company.

Ms. Hess and Mr. Baker then provided a short presentation on Legislative update that included Operating and Capital Budgets, Revenue Proposals, Education Funding, work that has been accomplished so far between the City and J & H Consulting.

ANNOUNCEMENTS / PRESENTATIONS / REPORTS (5 Minute limit per report)

- a. Special Meeting and Worksession Report

City Manager Jacobsen reported that Council met in Executive Session to discuss lease matters and provided direction to the City Attorney. They held a joint worksession with the Mayor and Council for Kachemak City with discussion on challenges each group was addressing for this legislative session. Kachemak City provided information on their work to obtain a grant for energy efficiency and secondary water source for their residents.

- b. Committee of the Whole Report

Councilmember Aderhold reported that Council discussed the following:

- Ordinance 25-26 received clarification on the intent was to clear up staff process oversight.
- Ordinance 25-07 Additional Memorandum provided by the City Manager with alternative to solve issues regarding reimbursement to property owner(s) within the Charles Way Special Assessment District.
- Ordinance 25-27 Rezoning one parcel from Rural Residential to East End Mixed Use concerns on project that the city is involved in and non-support from the community
- Reviewed priorities shared at the January 18, 2025 Strategic Planning Worksession, Council was to prioritize items and submit to the City Manager for review at a future meeting.

- c. Mayor's Report

Mayor Lord provided a report on the following topics:

- State issuing early burn permits
 - Requested the City Manager to report back on how the Homer Volunteer Fire Department, Borough office of Emergency Management and State Forestry are working together on these heightened risks
- Feedback on the Draft 2035 Comprehensive Plan
 - Joint Meeting with Planning Commission, Comp Plan Steering Committee and Council on April 28th
- Comment period open on the State of Alaska Transportation Improvement Plan
- Comment period for the Alaska Marine Highway Long Range Plan is open on March 19 – 30th

- Public Meeting on the Homer Harbor Expansion Project Update on Saturday, March 15th 10-Noon at the Kachemak Bay Campus
- State House discussing the funding for schools
- Presentation and budget talks with the School District, School Board members and parents attended the meeting who commented that they moved to Homer specifically for the schools.
 - This is going to impact the austerity funding across the country with regards to schools.
- Bringing back the Citizens Academy possibly in the Fall to have residents learn about Public Service and scheduling visits to various facilities
- Meeting with Bikky and Joe from BDO, city auditors regarding the 2024 Audit and tentative walk through of the audit at the next meeting with the first meeting in April for presentation of the draft audit.

d. Borough Report

There was no report for this meeting.

e. Planning Commission Report

There was no report for this meeting.

f. Port and Harbor Advisory Commission Report

William Roth, commissioner, reported on appointment and attendance by new members, Grant receipt from Denali Commission, Fish Grinder and equipment will be ready for April, discussed construction of a 4 story parking garage, larger diversity of marine trades, scholarships available for marine trades from the Harbormasters Association.

g. AML Winter Conference & Lobbying Report

- i. Memorandum CC-25-083 from Councilmember Aderhold

Mayor Lord noted the written report was included in the packet.

Councilmember Aderhold noted the organization and website that will offer Public Meeting Notices but that the State would still be required to amend the statutes.

PUBLIC HEARING(S)

- a. Ordinance 25-17, An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating an FY24 Transportation Program Grant in the Amount of \$1,100,000 from the Denali Commission for the Purpose of Completing Design and Permitting for Homer Harbor Critical Float System Replacement Project. City Manager/Port Director. Introduction February 24, 2025 Public Hearing and Second Reading March 10, 2025.

Ordinance 25-17(S), An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating an FY24 Transportation Program Grant in the Amount of \$1,100,000 from the Denali Commission for the Purpose of Completing Design and Permitting for Homer Harbor Critical Float System Replacement Project **with a Local Match of \$1,105,000 and Authorizing the City Manager to Execute the Appropriate Documents.**

Memorandum CC-25-086 from City Manager as backup.
Memorandum CC-25-063 from Port Director as backup.

Mayor Lord opened the public hearing for Ordinance 25-17.

There was no public testimony.

Mayor Lord closed the public hearing and requested a motion.

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 25-17 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Mayor Lord inquired if there was a motion to substitute.

ADERHOLD/VENUTI MOVED TO SUBSTITUTE ORDINANCE 25-17(S) FOR ORDINANCE 25-17 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Mayor Lord asked for discussion on the substituted ordinance.

Council discussed the following concerns:

- Design and permitting costs
- Increased size in the match requirement
- Intent is to have 100% design to enable higher probability of award for federal funding
- Will replace floats and ramps to bring to industry standards and covered ramps
 - This project has not changed since originally presented
- Total Grant amount for PIDP was \$48 Million that included environmental permitting, water and sewer, total project costs are \$60 million
- Documentation of how the \$2.2 million is being spent
 - 5% of the budget
 - Peltola had included \$285,000
- If the City does not accept this grant we are responsible for entire costs of the project
- The ramps and floats are beyond their life span approximately 30-50 years old
- Clarification provided that having 100% design and permitting would provide better guidance on actual cost estimates.
 - Each year everything goes up in costs

ADERHOLD/VENUTI MOVED TO POSTPONE ORDINANCE 25-127(S) TO THE MARCH 24, 2025 MEETING AND REQUEST STAFF TO PROVIDE BREAKDOWN OF THE COSTS ESTIMATE AND ENGINEERING.

There was no further discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- b. Ordinance 25-18, An Ordinance of the City Council of Homer, Alaska, Amending the FY25 Capital Budget by Appropriating an Additional \$17,000 from the Water Capital Asset Repair and Maintenance Allowance (CARMA) Fund to Purchase One Membrane Filter Module for the Water Treatment Plant. City Manager/Public Works Director. Introduction February 24, 2025 Public Hearing and Second Reading March 10, 2025.

Memorandum CC-25-064 from Public Works Director as backup.

Mayor Lord opened the public hearing for Ordinance 25-18. There was no public testimony.

Mayor Lord closed the public hearing and requested a motion.

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 25-18 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- c. Ordinance 25-19, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Chapter 5.16 Public Nuisance Abatement, to Direct Appeals to the Office of Administrative Hearings or a Hearing Officer Appointed by the City Manager. City Manager. Introduction February 24, 2025 Public Hearing and Second Reading March 10, 2025.

Memorandum CC-25-065 from Community Development Director as backup.

Mayor Lord opened the public hearing for Ordinance 25-19. There was no public testimony.

Mayor Lord closed the public hearing and requested a motion.

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 25-19 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was a brief discussion on amending the content regarding the City Manager appointing a hearing officer in order to be consistent with previous actions Council took on Ordinances 25-11 and 25-12.

Mayor Lord called for a five-minute recess at 7:22 p.m. to allow Council and Staff review the ordinance for amendments. The meeting was called back to order at 7:27 p.m.

ADERHOLD/VENUTI MOVED TO AMEND ORDINANCE 25-19 LINES 9 AND 10 IN THE TITLE AND LINE 14 IN THE FIRST WHEREAS CLAUSE TO REMOVE THE WORDS OR A HEARING OFFICER APPOINTED BY THE CITY MANAGER.

There was a brief discussion to note that the amendment is to make this action consistent with Ordinance 25-11 and Ordinance 25-12 adopted at the February 24, 2025 regular meeting. There is language within this ordinance but it is strictly referring to the Office of Administrative Hearings and administrative law judge.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

There was a brief clarification requested on page 120 of the packet, line 214 regarding time period for appeals and it was explained that the section was related to Notices of Assessment regarding Nuisances and payment or appealing the payment of fines.

VOTE.(Main as amended) NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- d. Ordinance 25-20, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code 21.16 Residential Office District, 21.24 General Commercial 1 District, and 21.26 General Commercial 2 District, Adding Studio as a Permitted Use in Each District. Planning Commission.

Memorandum CC-25-066 from City Planner as backup.

Mayor Lord opened the public hearing for Ordinance 25-20.

Breezy Berryman, city resident, commented in support of the ordinance to add studio to the districts citing her troubles in trying to find the right location in order to open her business. She provided information refuting claims of excessive noise and impacts of traffic over what other uses that are already allowed.

Mayor Lord closed the public hearing and requested a motion.

ADERHOLD VENUTI MOVED TO ADOPT ORDINANCE 25-20 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- e. Ordinance 25-21, An Ordinance of the City Council of Homer, Alaska, Amending the FY25 Capital Budget by Appropriating \$300,000 from the Water Capital Asset Repair Maintenance Allowance (CARMA) Fund for the Replacement of the Water Main on Ohlson Lane and Bunnell Avenue. City Manager/Public Works Director. Introduction February 24, 2025 Public Hearing and Second Reading March 10, 2025.

Memorandum CC-25-067 from Public Works Director as backup.

Mayor Lord opened the public hearing for Ordinance 25-21. There was no public testimony.

Mayor Lord closed the public hearing and requested a motion.

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 25-21 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- f. Ordinance 25-22, An Ordinance of the City Council of Homer, Alaska, Amending the FY25 Capital Budget by Authorizing an Expenditure of \$10,000 from the Sister City 40th Anniversary Fund to Create the Sister City Program of Homer Field of Interest Fund with the Homer Foundation. Venuti. Introduction February 24, 2025 Public Hearing and Second Reading March 10, 2025.

Memorandum CC-25-068 from Sister City Coordinator as backup.

Mayor Lord opened the public hearing for Ordinance 25-22. There was no public testimony.

Mayor Lord closed the public hearing and requested a motion.

VENUTI/ADERHOLD MOVED TO ADOPT ORDINANCE 25-22 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- g. Ordinance 25-23, An Ordinance of the City Council of Homer, Alaska, Amending the FY25 Capital Budget by Accepting and Appropriating a Grant from the Homer Foundation Youth Advisory Committee in the Amount of \$3,500 for Community Recreation Activities. City Manager/Recreation Manager. Introduction February 24, 2025 Public Hearing and Second Reading March 10, 2025.

Memorandum CC-25-069 from Recreation Manager as backup.

Mayor Lord opened the public hearing for Ordinance 25-23. There was no public testimony.

Mayor Lord closed the public hearing and requested a motion.

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 25-23 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- h. Resolution 25-016, A Resolution of the City Council of Homer, Alaska, Petitioning the Alaska State Alcoholic Beverage Control Board to Issue Ten Additional Restaurant or Eating Place Licenses within the City of Homer as Authorized by Alaska Statute 04.11405. Davis/Venuti. Recommend adoption.

Memorandum CC-25-070 from Community Development Director as backup.

Mayor Lord opened the public hearing for Resolution 25-016 noting that they typically do not have resolutions for public hearing explaining that they were following the advice from the State Licensing Board to obtain additional public input.

Jim Anderson, city resident commented in support of Resolution 25-016 citing the benefits to business owners wanting to provide the services for the visitors and local community.

Lisa Nolan, owner of Fat Olives, commented in support of the additional licenses and what that would mean to the economy of the City and local businesses.

JD Nolan, born and raised and moving his family back to Homer commented in support of the additional licenses.

Mayor Lord closed the public hearing and requested a motion.

VENUTI/ADERHOLD MOVED TO ADOPT RESOLUTION 25-016 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Councilmembers expressed appreciation for the public commenting on the topic and will be requesting this to be forwarded to their legislative representatives for support.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

ORDINANCE(S)

- a. Ordinance 25-27, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code 21.10.030 to Amend the Homer City Zoning Map to Rezone a Portion of the Rural Residential (RR) Zoning District to East End Mixed Use (EEMU) Zoning District. Planning Commission. Introduction March 10, 2025 Public Hearing and Second Reading March 24, 2025.

Memorandum CC-25-082 from City Planner as backup.

Refer to Supplemental Packet for Additional Public Comment Received.

Mayor Lord introduced the topic by reading of the title and requested a motion and second to introduce Ordinance 25-27.

ADERHOLD/VENUTI MOVED TO INTRODUCE ORDINANCE 25-27 BY READING OF TITLE ONLY.

Councilmembers expressed non-support of Ordinance 25-27 for the following:

- Parcel may back up to the East End Mixed Use District but the parcels immediately behind it were involved in the Kachemak Sponge/Peatland Green Infrastructure project that the city was working on
- Parcel in question was at the lowest level in regards to drainage over Kachemak Drive
- There were no comments from the public in support of the rezone.
- There were no comments in support of the proposed project and rezone from the neighboring property owners.

- In the middle of the Draft Comprehensive Plan
- The Planning Commission was not in full support of the action.

Mayor Lord called for a roll call vote.

VOTE. NO. HANSEN, PARSONS, ERICKSON, VENUTI, ADERHOLD.

Motion failed.

CITY MANAGER'S REPORT

a. City Manager's Report

City Manager Jacobsen reviewed her report and facilitated brief discussions on the following:

- Naushon decommissioning
- Diamond Creek Recreation Trail Study and next steps to secure easements
 - State is working on a design
 - No guarantee of buy in from all property owners involved
 - Right of Way Acquisition
 - Consultant to negotiate and facilitate discussions with property owners
 - Imminent Domain or Extra Territorial
 - Previous Trail Easement Actions
- Water Supply and quantity for Homer noting other community problems with their water
 - Homer issues in 2018 but none since that time

PENDING BUSINESS

- a. Ordinance 25-07, An Ordinance of the City Council of Homer, Alaska, Amending the FY25 Capital Budget by Appropriating \$67,480.81 from the Homer Accelerated Water and Sewer Program (HAWSP) for the Purpose of Reimbursing Seven Property Owners in the Bunnell Ave/Charles Way Special Assessment District for the Cost of E-One Lift Stations.

Memorandum CC-25-086 from City Manager as backup.

Memorandum CC-25-059 from City Manager as backup.

Mayor Lord introduced the item by reading of the title and noted that this item was introduced on January 27, 2025 and a Public Hearing was held on February 10, 2025. It was postponed to allow staff to provide additional options for Council to consider. There is a motion on the table from the February meeting to adopt Ordinance 25-07.

Motion on the table from February 10th:

ERICKSON/DAVIS MOVED TO ADOPT ORDINANCE 25-07 BY READING OF THE TITLE ONLY.

Discussion was facilitated by City Manager Jacobsen and Mayor Lord with input from Public Works Director on how best to remedy the issue before Council in a fair and equitable manner. Points were made on how to determine the additional property owners could receive a refund if they were to hook up to the system and what length of time would be appropriate.

ERICKSON/VENUTI MOVED TO POSTPONE ORDINANCE 25-07 TO THE MARCH 24, 2025 REGULAR MEETING.

A brief discussion on working with the City Manager and Staff to determine the best direction forward for all parties and bring that back to the next meeting.

VOTE.(Postponement) NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

NEW BUSINESS

- a. Memorandum CC-25-077 from Mayor re: Appointment of Councilmembers Aderhold and Davis to Serve on the Federal Lobbyist Services Request for Proposals (RFP) Selection Review Committee.

Mayor Lord introduced the item by reading of the title and request a motion to confirm appointment.

ADERHOLD/VENUTI MOVED TO CONFIRM THE APPOINTMENT OF COUNCILMEMBERS ADERHOLD AND DAVIS TO THE FEDERAL LOBBYIST SERVICES RFP SELECTION COMMITTEE.

Mayor Lord provided a brief explanation for her choices for appointment to the Selection Committee.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

RESOLUTIONS

COMMENTS OF THE AUDIENCE

Lisa Nolan expressed her appreciation and former concerns expressed on bringing more licenses to Homer and would be happy to meet or speak to anyone regarding the benefits that additional licenses would provide and that AMCO is not familiar with the Visitor and tourism industry in Homer.

William Roth, non-resident, expressed comments on the Denali grant breakdown and the importance to knowing the details of the project, then announced the Blessing of the Fleet event on May 21st and the event last year was super fun and they had approximately 300 people at the Seafarers Memorial, it would be nice to have that event publicized to bring people to Homer. He expressed support for the additional liquor licenses.

COMMENTS OF THE CITY ATTORNEY

City Attorney Gatti commented it was nice to be in person and see everyone tonight.

COMMENTS OF THE CITY CLERK

City Clerk Krause commented it was a great meeting and announced the vacancies on the ADA Advisory Board and Economic Development Advisory Commission along with the opportunity for a Student Commissioner on the Economic Development Advisory Commission.

COMMENTS OF THE CITY MANAGER

City Manager Jacobsen commented it was a good meeting and she will have a packet put together to include the signed resolution, minutes and what is submitted to AMCO for the Legislators.

COMMENTS OF THE MAYOR

Mayor Lord reminded everyone about the opportunities to provide comments on various topics, information and links can be found in her newsletter in the Mayor's webpage on the City website. She then commented on the recent local event, Snow Rony at Chapman School in Anchor Point and the Chess tournament that was attended by 70 people, the event was promoted by Andy Haas and Franco Venuti donated a chess set that he made out of clay 50 years ago.

COMMENTS OF THE CITY COUNCIL

Councilmember Venuti commented that the young man who won the chess set came by their house to express his appreciation for the set on Saturday. She noted that this was a good meeting and expressed appreciation for the public participation and believes it really is a force in their little hamlet by the sea. Ms. Venuti then announced the Peony Celebration and encouraged everyone to save the date starting July 1st through August 17th, Amber Baldus was recognized by Anchor Point as leading Citizen and expressed her thanks for the City Manager providing homemade soup tonight, it was delicious.

Councilmember Parsons expressed his appreciation for the Clerk keeping them on track and rolling, the City Manager for providing all the information seems there is something new each meeting and expressed a special thank you to everyone who came or attended the meeting and submitted comments noting it was very helpful and powerful in a positive way.

Councilmember Aderhold expressed comments on why they are here as they represent the residents of the Community and the more input from the public the better decisions the Council can make, if there are issues that is what council is here for. She then provided clarification on the permitting process for environmental permits noting that they can range from three to five years for an environmental impact statement process and one she was familiar with even took 40 years but the project is moving forward right now in Cooper Landing, sometimes the projects are really complicated and replacing our floats in the Harbor is not that complicated but still requires us to make sure there is no harm done to the waters to pollute them, add invasive species, etc. Ms. Aderhold noted that with Federal monies involved there are more checklists so there is a lot to go through for the project and thanked the people who commented in person and via Zoom or submitted letters.

Councilmember Erickson commented on Cathy Stingley being selected as Woman of Distinction and added how much fun it was to play music with her and Dr. Bell being a family doctor and his dedication to softball providing such great leadership and skills he taught those girls seeing him first hand was wonderful. It is wonderful to have two people like them volunteer in our community. She announced the Snomads Fun Run will be with ATV this weekend due to the low snow winter and the Fundraiser for the Watermelon trail easement noting the public can find more information on their website.

Councilmember Hansen commented that Dr. Bell reminded her to announce the extra softball practices during spring break and reported that he was an amazing employer and she could not do this service on the Council without his encouragement and allowing her to have the time off to also spend time with her kids doing sports events and the like. She then provided input that her first visit to Juneau for AML and Lobbying was really interesting and recounted attending her first meetings in Anchorage were very helpful. Ms. Hansen appreciated having the City Attorney in person at the meetings and putting a face to the voice.

ADJOURNMENT

Mayor Lord adjourned the meeting at 8:36 p.m. stating the next Regular Meeting is Monday, March 24, 2025 at 6:00 p.m., Committee of the Whole at 5:00 p.m. A worksession is scheduled for 4:00 p.m. A Special Meeting at 3:00 p.m. A Worksession is scheduled for Monday, March 17, 2025 at 5:00 p.m. All meetings are scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

RENEE KRAUSE, MMC, CITY CLERK

APPROVED: _____



MEMORANDUM

Appointments of Pat Case to the ADA Advisory Board, Deb Curtis to the Library Advisory Board and Reappointment of Deborah Isaak to the Economic Development Advisory Commission

Item Type: Action Memorandum
Prepared For: Homer City Council
Date: March 24, 2025
From: Rachel Lord, Mayor

Pat Case is appointed to fill the seat held by Bradley Parsons, which was vacated when he moved to the Council seat on the Americans with Disabilities Act (ADA) Advisory Board. His term will expire on August 31, 2027.

Deb Curtis is appointed to the seat held by Kate Finn who did not seek re-appointment on the Library Advisory Board. Her term to expire on April 1, 2028.

Deborah Isaak is reappointed to the Economic Development Advisory Commission for a term to expire on April 1, 2028.

Recommendation

Confirm the appointments of Pat Case to the ADA Advisory Board, Deb Curtis to the Library Advisory Board and Reappointment of Deborah Isaak to the Economic Development Advisory Commission.

Attachments:

Application of Pat Case
Application of Deb Curtis



Advisory Body Application For Appointment to Committees, Commissions, Board & Task Forces

Office of the City Clerk
491 East Pioneer Avenue
Homer, Alaska 99603
Phone: (907) 235-3130
Fax: (907) 235-3143
clerk@cityofhomer-ak.gov

The Information provided on this form will provide the basic information to the Mayor and City Council on your interest in serving on the selected Advisory Body. It is considered public and will be included in the City Council meeting packet. This information will be published in the City Directory and within city web pages if you are appointed by the Mayor and your appointment is confirmed by the City Council.

Applicant Information

Full Name: Pat Case
Physical Address Where you Claim Residency: 641 W Fairview av. Homer, AK
Mailing Address: Same
City: Homer State: AK Zip: 99603
Phone Number(s): 907 399-3139
Email: patcase57@outlook.com

Advisory Body You Are Requesting Appointment To

- ☐ **Planning Commission** – Meetings held on the 1st and 3rd Wednesday of each month at 6:30 p.m. and Worksessions at 5:30 p.m. prior to each meeting. No first meeting in July or second meetings in November and December.
- ☐ **Parks, Art, Recreation & Culture Advisory Commission** – Meetings held on the 3rd Thursday of February through June and August through November at 5:30 p.m.
- ☐ **Port & Harbor Advisory Commission** – Meetings held on the 4th Wednesday of January, February, March, April, September, and October at 5:00 p.m.; the 4th Wednesday of May, June, July, and August at 6:00 p.m.; and the 2nd Wednesday of December at 5:00 p.m.
- ☐ **Economic Development Advisory Commission** – Meetings held on the 2nd Tuesday of each month at 6:00 p.m.
- ☐ **Library Advisory Board** – Meetings held on the 3rd Tuesday of each month, excluding June and July, at 5:30 p.m.
- ☒ **ADA Advisory Board** – Meetings held on the 2nd Thursday in the months of April, May, June, July, October, November, and as needed at 5:00 p.m.
- ☐ **Other** – Please Indicate _____

Please Answer the Following

Are you a City Resident? ☒ Yes ☐ No If yes, how long have you been a City resident? 43 years
How long have you been a resident of the South Peninsula Area? 43 yrs

Background Information

Have you ever served on a similar advisory body? If so please list when, where, and how long:

Please list any current memberships or organizations you belong to related to your selection(s):

Please list any special training, education, or background you may have which is related to your selection(s):

VP Board of Directors Independent Living Center (Honor)

Why are you interested in serving on the selected Advisory Body? This may include information on future goals or projects you wish to see accomplished or any additional information that may assist the Mayor in the decision making process. You may attach an additional page if needed.

they keep asking me to join
and I want to honor —
Joyanna Geisler

FOR PLANNING COMMISSION ONLY:

Have you ever developed real property other than a personal residence? If yes, briefly explain:

FOR PORT & HARBOR ADVISORY COMMISSION ONLY:

Do you use the Homer Port and/or Harbor on a regular basis? ☐ Yes ☐ No

If yes, what is your primary use? ☐ Commercial ☐ Recreational ☐ Other: _____

Submission information

Form: [Application for Appointment to an Advisory Body](#) ^[1]
Submitted by Visitor (not verified)
Wed, 08/21/2024 - 5:46pm
209.112.137.148

Applicant Information

Full Name
Deb Curtis

Physical Address Where you Claim Residency
4225 Gavin Court

Mailing Address
4225 Gavin Court

Phone Number(s)
(907)299-1516

Email
debdcox@mac.com

Advisory Bodies
Library Advisory Board – Meetings held on the 3rd Tuesday of each month, excluding June and July, at 5:30 p.m.

Residency

Are you a City Resident? Yes

If yes, how long have you been a City Resident? 20 years

How long have you been a resident of the South Peninsula Area? 21 years

Background Information

Have you ever served on a similar advisory body?
If so please list when, where, and how long: I was on a temporary Parks and Recreation Committee in 2011 when I was a Co-Chair for the community build project for Karen Hornaday Park.

Other memberships
Please list any current memberships or organizations you belong to related to your selection(s): American Library Association, Alaska Library Association and Alaska Association of School Libraries.

Special Training & Education
Please list any special training, education, or background you may have which is related to your selection(s): Certified Teacher, Library Media Certification and Librarian at Homer High School

Why are you interested in serving on the selected Advisory Body?
Please briefly state why you are interested in serving on the advisory body selected. This may include information on future goals or projects you wish to see accomplished or any additional information that may assist the Mayor in the decision making process. I would like to see a KPBSD school librarian on the Library Advisory Board. It would be great to strengthen the connection between our school libraries and Homer Public Library. I would also like to encourage student and youth voice when advocating for our libraries.

Source URL:<https://www.cityofhomer-ak.gov/node/9051/submission/52415>

Links
^[1] <https://www.cityofhomer-ak.gov/cityclerk/application-appointment-advisory-body>



Advisory Body Application For Reappointment to Committees, Commissions, Board & Task Forces

Office of the City Clerk

431 East Pioneer Avenue

Homer, Alaska 99603

Phone: (907) 235-3130

Fax: (907) 235-3143

clerk@cityofhomer.ak.gov

The information provided on this form will provide the basic information to the Mayor and City Council on your interest in serving on the selected Advisory Body. It is considered public and will be included in the City Council meeting packet. This information will be published in the City Directory and within city web pages if you are reappointed by the Mayor and your reappointment is confirmed by the City Council.

Applicant Information

Full Name: Deborah Isaak (Formerly Deborah Brown)
Physical Address Where you Claim Residency: 210 Island View Ct Homer AK 99603
Mailing Address: same as above
City: _____ State: _____ Zip: _____
Phone Number(s): 907-756-3414
Email: islandviewgarden@gmail.com

Advisory Body You Are Requesting Reappointment To

- ☐ Planning Commission
- ☐ Parks, Art, Recreation & Culture Advisory Commission
- ☐ Port & Harbor Advisory Commission
- ☒ Economic Development Advisory Commission
- ☐ Library Advisory Board
- ☐ ADA Advisory Board
- ☐ Other - Please Indicate _____

Please Answer the Following

Do you have a current Public Official Conflict of Interest Disclosure Statement on file with the City Clerk as required by HCC 1.18.043? ☒ Yes ☐ No

What resident type is your current seat? ☒ City Resident ☐ Non-City Resident

Has your residency changed since your last appointment? ☐ Yes ☒ No

How long have you served on this advisory body? since 2017

Background Information

Please list any current memberships or organizations that you belong to related to the advisory body you serve on:

None.

Please explain why you wish to be reappointed to the Advisory Body to which you currently serve. This may include information on accomplishments or projects completed, future goals for the body, or any additional information that may assist the Mayor in the decision making process. You may attach an additional page if needed.

I have served on the EDC for the past 8 years and as Vice Chair for the past several years. I very much enjoy serving on this commission and believe I have contributed positively to this commission and the Homer community. Siting the positive contributions I've made on the EDC, Chair Marks and several fellow commissioners have encouraged me to apply for reappointment. I will gratefully continue to serve if I am reappointed. I recently married and have a name change (From Brown to Isaak). I currently live in Homer within city limits where I have lived for 25 years. At some point, possibly within the next year, I will likely move full-time to the Soldotna area. At such time I will notify the city and resign my seat. I believe I can continue to serve in a positive role in this commission seat and I am grateful for the opportunity and the Mayor's and City Council's consideration.



MEMORANDUM

Ordinance 25-28, An Ordinance of the City Council of Homer, Alaska, Amending the FY25 Capital Budget by Un-appropriating \$268,605 of Homer Accelerated Roads and Trails (HART) Roads Funds for the Ohlson Lane West Bunnell Avenue Reconstruction Project. City Manager/Public Works Director.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and City Council
Date: March 7, 2025
From: Daniel Kort, Public Works Director
Through: Melissa Jacobsen, City Manager

Summary:

Return a portion of funds appropriated for construction of the water main replacement portion of the Ohlson Lane and Bunnell Avenue Roadway and Water Improvement Project. This is not an increase in the anticipated project cost, but rather a correction in the funding sources used.

Background:

This project began with a design and study by Nelson Engineering in 2023 which recommended that Public Works Department reconstruct the subgrade for Ohlson Lane and West Bunnell Avenue. According to the 100% cost estimate, the total cost will be approximately \$2,559,149.

The project additionally replaces the water main on the affected roads as well as construct storm sewer in conjunction with the new curb to alleviate local stormwater issues. As stated in previous legislation, the water main is being replaced because it is an approximately 60-year old cast iron pipe that is near the end of its service life and is prone to failure. Approximately 10-years ago a cost estimate was developed for the replacement of this water main prior to the conception of the roadway reconstruction project, but the project was shelved for a later date. The roadway reconstruction offers a unique opportunity to replace the aging infrastructure as part of one effort, thereby avoiding digging up the newly constructed road to make future repairs or replace the pipe. The storm sewer portion of the project will replace some aging drainage piping and improve storm drainage issues in this neighborhood as well as to accommodate the projects new street design.

Public Works Department submitted questionnaires to the Alaska Department of Environmental Conservation (ADEC) in 2023 to apply for loans to cover both the water main replacement and storm drain portions of the construction project from the Alaska Drinking Water Fund and Alaska Clean Water Fund respectively. The ADEC added both the water main replacement and storm drain to their project priority list and both projects scored high and were granted 100% principal forgiveness subsidy in the following amounts:

Ohlson & Bunnell Water Main Replacement: \$491,400

Ohlson & Bunnell Storm Drain Construction: \$324,000

The principle forgiveness between the two loans totals to \$851,400 in loan subsidy which will cover a portion of the construction costs for the subject project. Ordinance 24-61 was passed on January 28, 2025 which obligated \$2,000,000 from HART Roads to supplement the two ADEC loans in order to obligate money towards the construction effort for a total of \$2,851,000, which is greater than the estimated project cost of \$2,559,149.

The updated construction cost estimate by Nelson Engineering was provided to the City around the same time as the passage of Ordinance 24-61. The cost estimate shows the water portion of the construction project is estimated to cost \$790,450. At this point, we looked into why there was such a large discrepancy between the loan application's cost estimate and the new Engineer's Estimate. This is when it was identified that the approximately 10-year old engineer's estimate was used at the time of the ADEC application because there was no better data available at the time.

For the water main replacement portion of the project, the original plan was to use an appropriation (Ordinance 23-23 (A-3)) of \$90,000 from the Water CARMA to cover design related costs, and the ADEC Loan of \$491,400 (with principle forgiveness) to cover the construction costs. The design by Nelson Engineering cost \$55,867, Alaska DOT permits cost \$2,600, and ADEC review cost \$1,088 leaving a balance of \$30,445 from the original \$90,000 Water CARMA appropriation.

Therefore, the appropriation of \$2,000,000 via Ordinance 24-61 from HART Roads actually overstated the HART Roads portion of the project cost. This proposed ordinance for supplemental appropriation is intended to fund the balance of the water portion of the construction project from Water CARMA as it originally should have been.

Estimated Construction Cost - \$790,405

Less the Anticipated remaining balance from Ordinance 23-23 (A-3) - \$30,445

Less the ADEC Loan (with principle forgiveness) - \$491,400

For a total balance of - \$268,605

The overall anticipated cost of the project has not increased, but rather the HART Roads portion of the funding via Ordinance 24-61 was mistakenly overstated. This Ordinance will remove \$268,605 of the previously appropriated \$2,000,000 HART Roads funding obligated via Ordinance 24-61 towards the Project to be returned to HART Roads balance.

Recommendation:

Public Works recommends that Ordinance 25-28 be adopted.

Attachments:

Ordinance 24-61 and backup

Ordinance 25-21 and backup

**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Public Works Director

ORDINANCE 24-61

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING THE FY25 CAPITAL BUDGET BY APPROPRIATING
\$2,000,000 FROM THE HOMER ACCELERATED ROADS AND TRAILS
(HART) ROAD FUND TO THE OHLSON LANE AND BUNNELL
AVENUE ROAD RECONSTRUCTION PROJECT.

WHEREAS, Nelson Engineering has completed a 95% Design for the Ohlson Lane and
Bunnell Avenue Road Reconstruction Project and the 100% design is in process; and

WHEREAS, The Engineer's cost estimate submitted with the 95% design estimates the
total construction cost at \$2,370,409; and

WHEREAS, The Public Works Department anticipates the revised total construction cost
estimate to be approximately \$2,850,000; and

WHEREAS, No City funds have been budgeted for construction; and

WHEREAS, Public Works submitted questionnaires to the Alaska Department of
Environmental Conservation to receive loans for a water main replacement and construction
of a storm drain that are both part of this project; and

WHEREAS, The water main replacement and the storm construction are listed on the
ADEC's intended use plans for 2025 in the amounts of \$491,400 and \$324,000 respectively; and

WHEREAS, ADEC has assigned principal forgiveness subsidy to both projects that will
cover 100% of both ADEC loans; and

WHEREAS, The intent of this ordinance is to appropriate \$2,000,000 of HART Roads
funds based on current estimates to ensure project funding and to ensure the City doesn't lose
the benefit of the \$815,400 principal forgiveness for the storm water improvement and water
line replacement which are necessary components of the project.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY25 Capital Budget by appropriating \$2,000,000 as follows:

Transfer from:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
160	HART Road Fund	\$2,000,000

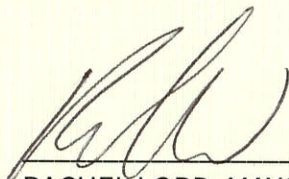
Transfer to:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
215-XXXX	Ohlson Lane/Bunnell Avenue Road Reconstruction	\$2,000,000

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

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ^{28th} ~~25th~~ day of ^{January, 2025} ~~November~~, 2024.

CITY OF HOMER



RACHEL LORD, MAYOR

ATTEST:



RENEE KRAUSE, MMC, CITY CLERK

YES: 5

NO: 0

ABSTAIN: 0

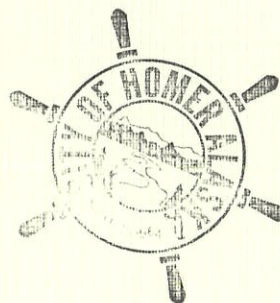
ABSENT: 1

First Reading: 11/12/24

Public Hearing: 11/25/24

Second Reading: 1/27/25

Effective Date: 1/28/25





MEMORANDUM

Ordinance 24-61, An Ordinance of the City Council of Homer, Alaska Amending the FY25 Capital Budget by Appropriating \$2,000,000 from the Homer Accelerated Roads and Trails (HART) Fund to the Ohlson Lane and West Bunnell Avenue Road Reconstruction Project. City Manager/Public Works Director.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: October 15, 2024
From: Daniel Kort, Public Works Director
Through: Melissa Jacobsen, City Manager

Issue: Construction funds needed for the Ohlson Lane and West Bunnell Avenue Road Reconstruction Project.

Background:

This project began with a design and study by Nelson Engineering in 2023 which recommended that Public Works Department reconstruct the subgrade for Ohlson Lane and West Bunnell Avenue. On January 3, 2024, Nelson Engineering completed a 95% design for the subject project. Public Works expecting to receive the 100% design drawings in approximately one month. According to the cost estimate attached to the 95% design, the project will cost a total of \$2,370,409 to construct.

In addition to needed road improvement, this project will:

- Replace the 59-year-old cast iron pipe that is near the end of its service life and is prone to failure. This is an opportunity to replace the aging infrastructure to avoid having to dig up the newly constructed road in the near future to either repair or replace the pipe.
- Construct storm sewer in conjunction with the new curb for the street. The storm drain is being built to improve storm drainage issues in this neighborhood as well as to accommodate the projects new curb, curb bulb-outs for traffic calming and street parking.

Public Works submitted questionnaires to the Alaska Department of Environmental Conservation (ADEC) to apply for loans to cover both the water main replacement and storm drain portions of the construction project from the Alaska Drinking Water Fund and Alaska Clean Water Fund respectively. The ADEC added both the water main replacement and storm drain to their project priority list and both projects are 100% covered by principal forgiveness subsidy in the following amounts:

Ohlson & Bunnell Water Main Replacement: \$491,400

Ohlson & Bunnell Storm Drain Construction: \$324,000

The loan forgiveness totals to \$815,400 in loan subsidy which will cover a portion of the construction costs for the subject project. There are currently no other funds allocated for this construction project, meaning that to date, the City will be responsible for funding the balance of approximately \$1,555,009. That amount is expected to increase based on the 100% design, and current trends of cost increases.

Recommendation:

Public Works recommends that \$2,000,000 be allocated from the HART Roads Fund to cover construction costs for the Ohlson Lane and Bunnell Avenue Road Reconstruction Project.

CITY OF HOMER FINANCIAL SUPPLEMENT

PROJECT NAME	Ohlson Ln/Bunnell Ave Road Reconstruction	DATE	11/05/2024
DEPARTMENT	Public Works	SPONSOR	City Manager/PW Director
REQUESTED AMOUNT	\$ 2,000,000		

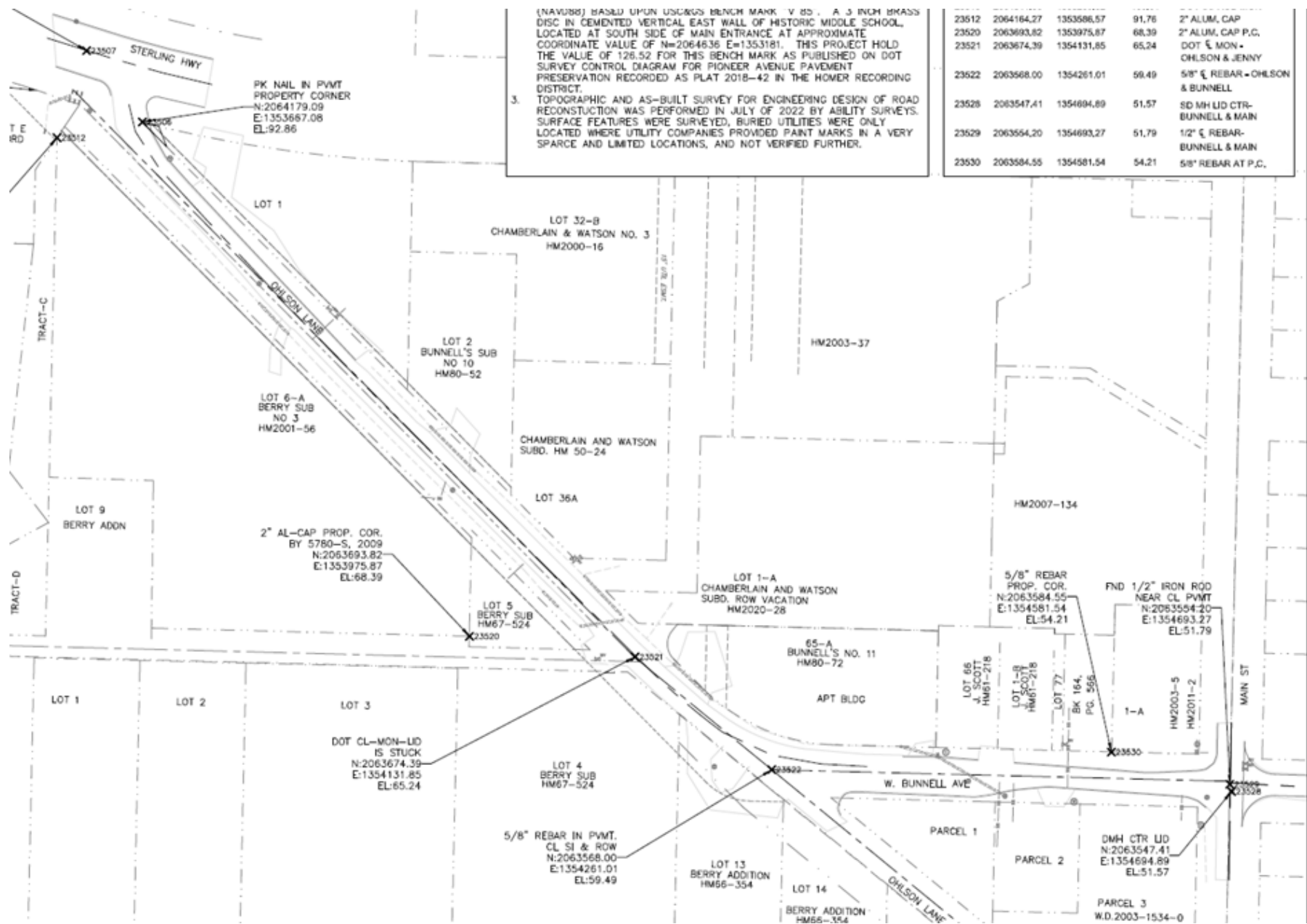
DESCRIPTION	<p>Nelson Engineering has completed a 95% Design for the Ohlson Lane and Bunnell Avenue Road Reconstruction Project and the 100% design is in process. The Engineer's cost estimate submitted with the 95% design estimates the total construction cost at \$2,370,409. The Public Works Department anticipates the revised total construction cost estimate to be approximately \$2,850,000.</p> <p>The intent of this ordinance is to appropriate \$2,000,000 of HART Roads funds based on current estimates to ensure project funding and to ensure the City doesn't lose the benefit of the \$815,400 principal forgiveness for the storm water improvement and water line replacement which are necessary components of the project.</p>
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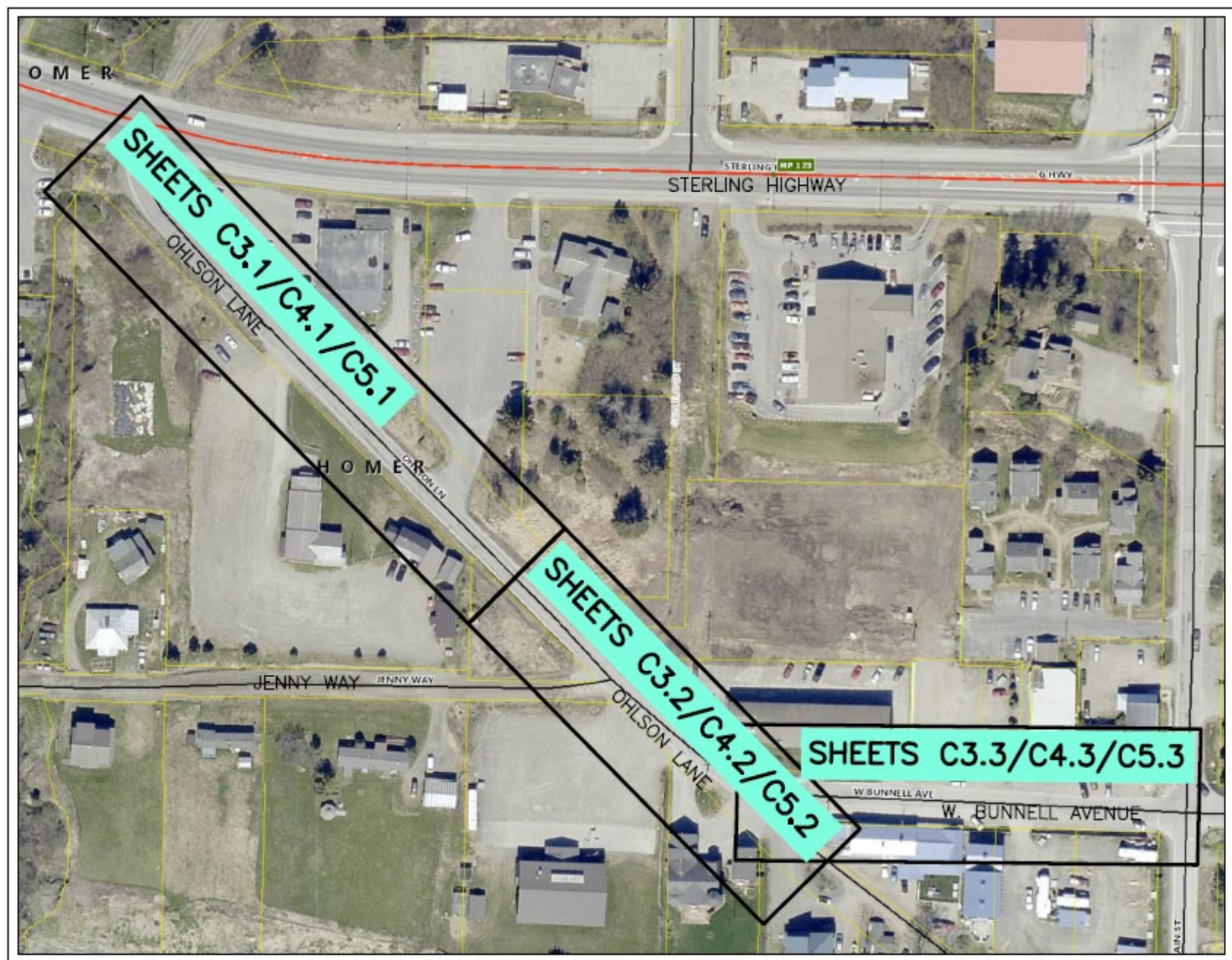
FUNDING SOURCE(S)	OPERATING	GF CARMA	GF FLEET CARMA	PORT RESERVES	WATER CARMA
	0%	0%	0%	0%	0%
	HAWSP	HART-ROADS	HART-TRAILS	PORT FLEET RESERVES	SEWER CARMA
	0%	100%	0%	0%	0%

FUNDING SOURCE 1: HART Roads (160)		FUNDING SOURCE 2:		FUNDING SOURCE 3:	
Current Balance	\$ 5,078,117	Current Balance	_____	Current Balance	_____
Encumbered	\$ 2,914,817	Encumbered	_____	Encumbered	_____
Requested Amount	\$ 2,000,000	Requested Amount	_____	Requested Amount	_____
Other Items on Current Agenda	\$ 0	Other Items on Current Agenda	_____	Other Items on Current Agenda	_____
Remaining Balance	\$ 163,300	Remaining Balance	_____	Remaining Balance	_____
FUNDING SOURCE 4:		FUNDING SOURCE 5:		FUNDING SOURCE 6:	
Current Balance	_____	Current Balance	_____	Current Balance	_____
Encumbered	_____	Encumbered	_____	Encumbered	_____
Requested Amount	_____	Requested Amount	_____	Requested Amount	_____
Remaining Balance	_____	Remaining Balance	_____	Remaining Balance	_____

Project	Ordinance	Encumbrance	FY Expire
SS4A Grant Match	24-49	14,510	FY27
Speed Monitoring Devices	24-46	40,000	FY27
Bayview Park Renovation Project - Accessibility	24-42, 23-23(A-3)	82,000	FY26/FY27
FY25 Operating Budget Transfer - Roads Maintenance	24-24(A)	1,161,227	FY25
Green Infrastructure Research - Appraisals	24-24(A)	50,000	FY27
Green Infrastructure Research	24-24(A)	10,000	FY27
Ground Water Research	24-24(A)	35,000	FY27
Mt Augustine Surface Water	23-23(A-3)	193,000	FY26
Bunnell Ave Road Restoration Project - Design	23-23(A-3)	50,000	FY26
Beluga Slough Green Infrastructure Project	23-23(A-3)	125,900	FY26
Ben Walters Sidewalk Construction	23-23(A-3)	374,440	FY26
8005 - Svedlund-Herndon Sidewalk Design	23-23(A-3)	20,150	FY26
Iris Court Drainage	23-23(A-3)	240,000	FY26
Kachemak Sponge Green Infrastructure Project Property	23-23(A-3)	418,100	FY26
Vehicle Replacement (E-130 and E-114)	23-23(A-3)	37,625	FY26
Lane Dividers for West Fairview / Eric Lane	23-23(A-3)	6,000	FY26
Adams Lane Path	23-23(A-3)	55,000	FY26
Master Transportation Plan Update	22-38	1,865	FY25

2,914,817





**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Public Works Director

ORDINANCE 25-21

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING THE FY25 CAPITAL BUDGET APPROPRIATING \$300,000
FROM THE WATER CAPITAL ASSET REPAIR MAINTENANCE
ALLOWANCE (CARMA) FUND FOR THE REPLACEMENT OF THE
WATER MAIN ON OHLSON LANE AND WEST BUNNELL AVENUE.

WHEREAS, The City is rebuilding the roadways Ohlson Lane and West Bunnell Avenue;
and

WHEREAS, The water main on both roads is 60 years old and replacing it at the same
time as the roadway would be more cost efficient than replacing them separately; and

WHEREAS, The original plan was to pay for design of the water main with \$90,000 out
of the Water CARMA appropriated in Ordinance 23-23 (A-3) and for construction with a \$491,400
principal forgiveness subsidy associated with a loan offered through the Alaska Department
Environmental Conservation (ADEC) State Revolving Fund; and

WHEREAS, The \$491,400 figure, that Public Works gave to the Alaska Department of
Environmental Conservation (ADEC) when filing the questionnaire for the loan, based off of an
old cost estimate, is no longer valid; and

WHEREAS, Design work and permitting cost \$59,555 and the latest construction cost
estimate for the water portion of the project is \$790,450; and

WHEREAS, The \$268,605 between total budget and total expenses cannot be covered
by the HART Roads appropriation from Ordinance 24-61 because that would not be in keeping
with the intent of the HART Roads Fund; and

WHEREAS, In light of recent bids coming over Engineer's estimates, Public Works
recommends a 11% contingency.

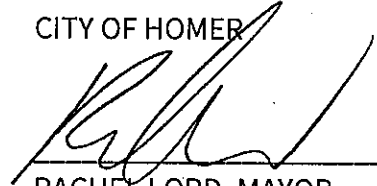
NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY25 Capital Budget by
appropriating \$300,000 as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
256-0378	Water Main Replacement Ohlson Lane / West Bunnell Ave	\$300,000

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 10th day of March, 2025.

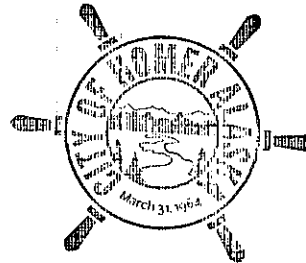
CITY OF HOMER


RACHEL LORD, MAYOR

ATTEST:


RENEE KRAUSE, MMC, CITY CLERK

YES: 5
NO: 0
ABSTAIN: 0
ABSENT: 1



Introduction: 2/24/25
Public Hearing: 3/10/25
Second Reading: 3/10/25
Effective Date: 3/11/25



MEMORANDUM

Ordinance 25-21, An Ordinance of the City Council of Homer, Alaska, Amending the FY25 Capital Budget Appropriating \$300,000 from the Water Capital Asset Repair Maintenance Allowance (CARMA) Fund for the Replacement of the Water Main on Ohlson Lane and Bunnell Avenue.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and City Council
Date: February 14, 2025
From: Daniel Kort, Public Works Director
Through: Melissa Jacobsen, City Manager

Summary:

Appropriation of construction funds to amend the funding sources for the water main replacement portion of the Ohlson Lane and Bunnell Avenue Roadway and Water Improvement Project. This is not an increase in the anticipated project cost, but rather a correction in the funding sources used.

Background:

This project began with a design and study by Nelson Engineering in 2023 which recommended that Public Works Department reconstruct the subgrade for Ohlson Lane and West Bunnell Avenue. According to the 100% cost estimate, the total cost will be approximately \$2,559,149.

The project additionally replaces the water main on the affected roads as well as construct storm sewer in conjunction with the new curb to alleviate local stormwater issues. As stated in previous legislation, the water main is being replaced because it is an approximately 60-year old cast iron pipe that is near the end of its service life and is prone to failure. Approximately 10-years ago a cost estimate was developed for the replacement of this water main prior to the conception of the roadway reconstruction project, but the project was shelved for a later date. The roadway reconstruction offers a unique opportunity to replace the aging infrastructure as part of one effort, thereby avoiding digging up the newly constructed road to make future repairs or replace the pipe. The storm sewer portion of the project will replace some aging drainage piping and improve storm drainage issues in this neighborhood as well as to accommodate the projects new street design.

Public Works Department submitted questionnaires to the Alaska Department of Environmental Conservation (ADEC) in 2023 to apply for loans to cover both the water main replacement and storm drain portions of the construction project from the Alaska Drinking Water Fund and Alaska Clean Water Fund respectively. The ADEC added both the water main replacement and storm drain to their project priority list and both projects scored high and were granted 100% principal forgiveness subsidy in the following amounts:

Ohlson & Bunnell Water Main Replacement: \$491,400

Ohlson & Bunnell Storm Drain Construction: \$324,000

The principle forgiveness between the two loans totals to \$815,400 in loan subsidy which will cover a portion of the construction costs for the subject project. Ordinance 24-61 was passed on January 28, 2025 which obligated \$2,000,000 from HART Roads to supplement the two ADEC loans in order to obligate money towards the construction effort for a total of \$2,851,000, which is greater than the estimated project cost of \$2,559,149.

The updated construction cost estimate by Nelson Engineering was provided to the City around the same time as the passage of Ordinance 24-61. The cost estimate shows the water portion of the construction project is estimated to cost \$790,450. At this point, we looked into why there was such a large discrepancy between the loan application's cost estimate and the new Engineer's Estimate. This is when it was identified that the approximately 10-year old engineer's estimate was used at the time of the ADEC application because there was no better data available at the time.

For the water main replacement portion of the project, the original plan was to use an appropriation (Ordinance 23-23 (A-3)) of \$90,000 from the Water CARMA to cover design related costs, and the ADEC Loan of \$491,400 (with principle forgiveness) would cover the construction costs. The design by Nelson Engineering cost \$55,867, Alaska DOT permits cost \$2,600, and ADEC review cost \$1,088 leaving a balance of \$30,445 from the original \$90,000 Water CARMA appropriation.

Therefore, the appropriation of \$2,000,000 via Ordinance 24-61 from HART Roads actually overstated the HART Roads portion of the project cost. This proposed ordinance for supplemental appropriation is intended to fund the balance of the water portion of the construction project from Water CARMA as it originally should have been.

Estimated Construction Cost - \$790,405

Less the Anticipated remaining balance from Ordinance 23-23 (A-3) - \$30,445

Less the ADEC Loan (with principle forgiveness) - \$491,400

For a total balance of - \$268,605

The overall anticipated cost of the project has not increased, but rather the HART Roads portion of the funding via Ordinance 24-61 was mistakenly overstated. It is anticipated that this Ordinance will free up \$268,605 of the \$2,000,000 HART Roads funding obligated via Ordinance 24-61 towards the Project to be returned to HART Roads at the completion of this project.

Recommendation:

Public Works recommends that \$300,000 be appropriated from the Water CARMA Fund to cover the shortfall of \$268,605. The proposed appropriation is greater than the shortfall to provide a modest contingency of approximately 11% in effort to prevent future supplemental appropriations in the event that the bid for the water portion of the project exceeds \$790,450.

CITY OF HOMER FINANCIAL SUPPLEMENT

PROJECT NAME	<u>Water Main Replacement - Ohlson Lane and West Bunnell Avenue</u>	DATE	<u>02/19/2025</u>
DEPARTMENT	<u>Public Works</u>	SPONSOR	<u>City Manager/PW Director</u>
REQUESTED AMOUNT	<u>\$ 300,000</u>		

DESCRIPTION	<p>The City is rebuilding the roadways Ohlson Lane and West Bunnell Avenue. The water main on both roads is 60 years old and replacing it at the same time as the roadway would be more cost efficient than replacing them separately. The original plan was to pay for design of the water main with \$90,000 out of the Water CARMA appropriated in Ordinance 23-23 (A-3) and for construction with a \$491,400 principal forgiveness subsidy associated with a loan offered through the Alaska Department Environmental Conservation (ADEC) State Revolving Fund. The \$491,400 figure, that Public Works gave to the Alaska Department of Environmental Conservation (ADEC) when filing the questionnaire for the loan, based off of an old cost estimate, is no longer valid. Design work and permitting cost \$59,555 and the latest construction cost estimate for the water portion of the project is \$790,450. The \$268,605 between total budget and total expenses cannot be covered by the HART Roads appropriation from Ordinance 24-61 because that would not be in keeping with the intent of the HART Roads Fund. In light of recent bids coming over Engineer's estimates, Public Works recommends a 11% contingency.</p>
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FUNDING SOURCE(S)	OPERATING	GF CARMA	GF FLEET CARMA	PORT RESERVES	WATER CARMA
	0%	0%	0%	0%	100%
	HAWSP	HART-ROADS	HART-TRAILS	PORT FLEET RESERVES	SEWER CARMA
	0%	0%	0%	0%	0%

FUNDING SOURCE 1: WATER CARMA (256-0378)		FUNDING SOURCE 2:		FUNDING SOURCE 3:	
Current Balance	<u>\$ 2,222,705</u>	Current Balance	<u> </u>	Current Balance	<u> </u>
Encumbered	<u>\$ 1,156,706</u>	Encumbered	<u> </u>	Encumbered	<u> </u>
Requested Amount	<u>\$ 300,000</u>	Requested Amount	<u> </u>	Requested Amount	<u> </u>
Other Items on Current Agenda	<u>\$ 17,000</u>	Other Items on Current Agenda	<u> </u>	Other Items on Current Agenda	<u> </u>
Remaining Balance	<u>\$ 748,999</u>	Remaining Balance	<u> </u>	Remaining Balance	<u> </u>
FUNDING SOURCE 4:		FUNDING SOURCE 5:		FUNDING SOURCE 6:	
Current Balance	<u> </u>	Current Balance	<u> </u>	Current Balance	<u> </u>
Encumbered	<u> </u>	Encumbered	<u> </u>	Encumbered	<u> </u>
Requested Amount	<u> </u>	Requested Amount	<u> </u>	Requested Amount	<u> </u>
Remaining Balance	<u> </u>	Remaining Balance	<u> </u>	Remaining Balance	<u> </u>

**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Public Works Director

ORDINANCE 25-28

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING THE FY25 CAPITAL BUDGET BY UNAPPROPRIATING
\$268,605 OF HOMER ACCELERATED ROADS AND TRAILS (HART)
ROADS FUNDS FOR THE OHLSON LANE WEST BUNNELL AVENUE
RECONSTRUCTION PROJECT.

WHEREAS, The City is rebuilding the roadways Ohlson Lane and West Bunnell Avenue;
and

WHEREAS, The water main on both roads is 60 years old and replacing it at the same
time as the roadway would be more cost efficient than replacing them separately; and

WHEREAS, The original plan was to pay for design of the water main with \$90,000 out
of the Water CARMA appropriated in Ordinance 23-23 (A-3) and for construction with a \$491,400
principal forgiveness subsidy associated with a loan offered through the Alaska Department
Environmental Conservation (ADEC) State Revolving Fund; and

WHEREAS, The \$491,400 figure, that Public Works gave to the Alaska Department of
Environmental Conservation (ADEC) when filing the questionnaire for the loan, based off of an
old cost estimate, is no longer valid; and

WHEREAS, Design work and permitting cost \$59,555 and the latest construction cost
estimate for the water portion of the project is \$790,450; and

WHEREAS, The \$268,605 between total budget and total expenses cannot be covered
by the HART Roads appropriation from Ordinance 24-61 because that would not be in keeping
with the intent of the HART Roads Fund; and

WHEREAS, Ordinance 25-21 appropriated \$300,000 from Water CARMA to cover
expenses related to the water line replacement.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY25 Capital Budget by
unencumbering \$268,605 of HART Roads funding for the Ohlson Lane and West Bunnell

Avenue Reconstruction Project for the replacement of the water mains on Ohlson Lane and West Bunnell Avenue. The total HART Roads appropriation for this project is now \$1,731,395.

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:

Introduction:

Public Hearing:

Second Reading:

Effective Date:



MEMORANDUM

Resolution 25-021, A Resolution of the City Council of Homer, Alaska, Authorizing the Staff of the Homer Public Library to Apply for a Public Libraries Assistance Grant (PLAG) from the State of Alaska, in the Amount of \$7,000. City Manager/Library Director.

Item Type: Backup
Prepared For: Homer Mayor and City Council
Date: March 6, 2025
From: Dave Berry, Library Director
Through: Melissa Jacobsen, City Manager

The library has received the **Public Libraries Assistance Grant (PLAG)** every year for decades. As is the usual practice, we intend to apply for it again for fiscal year 2026. As of today, I believe the grant amount will be \$7,000.

The State of Alaska provides this annual grant to nearly all public libraries in the state. We use it for purchasing materials.

Recommendation:

For information.

**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Library Director

RESOLUTION 25-021

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
AUTHORIZING THE STAFF OF THE HOMER PUBLIC LIBRARY TO
APPLY FOR A PUBLIC LIBRARIES ASSISTANCE GRANT (PLAG)
FROM THE STATE OF ALASKA, IN THE AMOUNT OF \$7,000.

WHEREAS, The Homer Public Library has received the Public Libraries Assistance Grant
(PLAG) annually for decades; and

WHEREAS, This grant supports the mission of the library by funding purchases of
materials for circulation; and

WHEREAS, The State of Alaska has indicated the grant will be funded in fiscal year 2026
in the amount of \$7,000.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, hereby
authorizes the staff of the Homer Public Library to apply for the Public Libraries Assistance
Grant for fiscal year 2026.

PASSED AND ADOPTED by the Homer City Council this 24th day of March, 2025.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

Fiscal note: N/A

ALASKA PUBLIC LIBRARY ASSISTANCE GRANT APPLICATION FY 26

Use this form to apply for the Alaska Public Library Assistance Grant. Applications are available at the beginning of the new year and must be submitted by April 1.

Instructions are found in the PLA Guidelines found on the Alaska State Library Grants web page: <https://lam.alaska.gov/library-grants/pla>

Eligibility requirements for the Public Library Assistance Grant according to Alaska Statute and Code may be found on the Alaska Library Law web page: <https://lam.alaska.gov/library-law>

- **Alaska Statutes: Article 03 Library Assistance Grants Sec. 14.56.300. - 14.56.340.**
- **Alaska Administrative Code: Article 2: Library Assistance Grants 4 AAC 57.050. - 57.099.**

A. Library

Library Name: _____

Library Email Address (if available): _____

Mailing Address: _____

Physical Address (if different from mailing): _____

Fax Number (if available): _____

Library Type(s) (please check all that apply)

☐ Public ☐ School ☐ Special ☐ Academic ☐ Museum ☐ Archive ☐ Tribal

Name of Legal Entity, Governing Body, or Nonprofit: _____

Fiscal Year (FY) of Legal Entity (Check one for financial and reporting purposes):

☐ Same as State Fiscal Year, July 1 to June 30 (FY2025 or FY25 is July 1, 2024 to June 30, 2025)

☐ Legal Entity Fiscal Year (i.e. January 1 to December 31): _____

B. Contact Information

Designated Library Director

Name: _____

Job Title: _____

Phone: _____

E-mail: _____

Financial or Second Contact

Name: _____

Job Title: _____

Phone: _____

E-mail: _____

C. Schedule

Each library facility is required to have trained staff (paid or volunteer) and provide free library services to all residents of the facility's legal service area on a regularly scheduled basis for at least 48 weeks per year and three days per week for a specific minimum of hours per week as indicated in **Sec 4 AAC 57.064. Public Library Assistance grants; Eligibility.**

When will the library be open to the public each day?

Monday: _____

Tuesday: _____

Wednesday: _____

Thursday: _____

Friday: _____

Saturday: _____

Sunday: _____

Number of hours the library is open to the public each week: _____

Number of weeks the library is open to the public per year: _____

If open fewer than 52 weeks, the weeks will your library be closed: _____

D. Budget

Fair Value Rate for Volunteer Labor: Volunteer value can only be claimed for the total number of hours the library is open for the entire year, even if more than one volunteer is present. Use the Value of Volunteer Time for Alaska according to the Independent Sector at <https://independentsector.org/resource/value-of-volunteer-time> of \$35.51. The calculation would be: Hours Per Week x Weeks Open Per Year x \$35.51 = value to enter in A3.

Match: The Total Budget column for section **B. Collection** should add up to \$3,500 to demonstrate the library meeting the collection match requirement. If the Local Matching Funds column totals \$7,000 or more, still only request \$7,000 in the PLA Grant Funds column.

Financial Summary

Category	Subcategory	Local Matching Funds	PLA Grant Funds	Total Budget
A. Personnel	1. Wages			0
	2. Benefits			0
	3. Volunteer Value			0
B. Collection	1. Books (print)			0
	2. Subscriptions (print)			0
	3. A/V			0
	4. Digital Materials/Online Services			0
	5. Initial \$500 Spent on ISP			0
	6. Games, Toys, Software, Tools, Equipment, and other items for patron use			0
C. Other	1. Building Operations			0
	2. Furniture, Equipment, Computers & E-Readers			0
	3. Travel			0
	4. Supplies			0
	5. Services (not ISP)			0
	6. ISP Fees Paid Beyond the \$500 listed on Line B-5			0
	7. All Other Unreported Expenditures			0
D. Total	Totals	0	0	0

E. Basic Services

Each public library that receives the Alaska Public Library Assistance grant is required by **Alaska Statute: Article 06. Requirements for Public Libraries. AS Sec. 14.56.400.0.** to provide four basic library services free of charge to the residents of the municipality or community. Please answer the following questions for each of these four required services, even if you do not plan to use grant funds for that service.

Provide a collection of books and other materials for loan – How will your library collections be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? How will you evaluate improvements to your library collections? Please be specific.

Provide access to interlibrary loan (ILL) services – How will ILL service be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? Do you plan to use the 800# ILL and Reference Backup Service in Anchorage to provide ILLs to your patrons? (See box below.) How will you evaluate improvements to ILL services? Please be specific.

Provide reference services – How will reference services be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? Do you plan to use the 800# ILL and Reference Backup Service in Anchorage to provide reference answers to your patrons? (See box below.) How will you evaluate improvements to reference services? Please be specific.

Provide reading and/or educational programs for children – How will children's programs be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? How will you evaluate improvements to children's programming? For combined school public libraries, what programs are you planning for preschool children? Please be specific.

Did you know that the State Library gives the Anchorage Public Library a grant every year to provide you with interlibrary loan and reference backup services for your patrons? If you need help with ILL, call the helpful staff at 1-800-261-2838! (Please do NOT give this number to your patrons. Only library staff or librarians and volunteers may use this number.)

F. Additional Material

If you have branches, please fill out the **Branch Library or Bookmobile Addendum** and attach to the grant application.

If you are a New Library or Returning Library, please fill out the **New or Returning Library Addendum** and attach it to the grant application.

These forms are available on the Alaska State Library Grants web page: <https://lam.alaska.gov/library-grants/pla>.

G. How to Submit

Once you have completed this application please obtain the necessary signatures and submit it to the Alaska State Library by April 1.

We do not need the original document. Scans or copies are also acceptable.

Scan/email (preferred) application to eed.library.grants@alaska.gov

OR

Mail application to Grants Coordinator, Alaska State Library, PO Box 110571, Juneau, AK 99811

OR

FAX application to 907-465-2151

Applications are reviewed by the Grants Coordinator after submission. Libraries will be contacted if there are questions about grant eligibility. If your library meets the requirements for the PLA Grant, you will receive an email with your official award paperwork.

H. Signatures

This application **MUST** have two signatures from two different people.

This grant application is a legal document committing your library to a specific course of action including ensuring the library meets all eligibility requirements for the grant. A full list of eligibility requirements is listed in the PLA Grant Guide and will also be included with the award paperwork.

Designated Library Director:

Print or Type Name: _____

Job Title: _____

Date: _____

For the Legal Entity:

Print or Type Name: _____

Job Title: _____

Date: _____

Signature: _____

Signature: _____

Due by April 1!

Questions? Contact the Grants Coordinator by email or phone, 907-465-2271



MEMORANDUM

Resolution 25-022, A Resolution of the City Council of Homer Alaska Authorizing the Issuance of a Task Order to RESPEC Company, LLC in the Not to Exceed Amount of \$71,000 for Design of the Highland Drive Culvert Replacement Project and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/City Engineer.

Item Type: Backup Memorandum
Prepared For: City Council
Date: March 5, 2025
From: Leon Galbraith, P.E., City Engineer
Through: Melissa Jacobsen, City Manager

The purpose of this Memorandum is to recommend that Public Works proceed with award of a Task Order to RESPEC Company, LLC under the 2022-2025 City engineering term contract to provide a biddable design for the Highland Drive Culvert Replacement Project.

Through adoption of Ordinance 25-25, the FY25 Capital Budget includes \$71,000 from the HART Roads Fund to complete this design.

The winter of 2024/2025 has been unusually warm and wet, resulting in numerous slope instabilities around the City. Highland Drive at the crossing with Bidarki Creek was observed to have major slope instability resulting in sloughing soils continuously eroding, sloughing and encroaching upon the road. It is estimated that the Bidarki Creek culvert on Highland Drive is at least 30-years old and is beyond its expected life. The sloughed soils are nearly blocking the culvert on the downstream side and the culvert replacement and road reconstruction is complicated and requires detailed design plans.

Recommendation:

That the City Council review and approve the Resolution 25-022 to award a Task Order to RESPEC Company, LLC in the Not to Exceed amount of \$71,000 for engineering design services for the Highland Drive Culvert Replacement Project.

**CITY OF HOMER
HOMER, ALASKA**

City Manager/
City Engineer

RESOLUTION 25-022

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
AUTHORIZING ISSUANCE OF A TASK ORDER TO RESPEC
COMPANY, LLC., IN THE NOT-TO-EXCEED AMOUNT OF \$71,000
FOR DESIGN OF THE HIGHLAND DRIVE CULVERT REPLACEMENT
PROJECT AND AUTHORIZES THE CITY MANAGER TO NEGOTIATE
AND EXECUTE THE APPROPRIATE DOCUMENTS.

WHEREAS, City Council awarded term contracts to multiple engineering companies at
the regular meeting on May 9, 2022 via Resolution 22-038; and

WHEREAS, Staff solicited scope and fee proposals from three current term contract
holders and only received a valid proposal from RESPEC Company, LLC; and

WHEREAS, Staff recommends awarding the design of the Highland Drive Culvert
Replacement Project to RESPEC Company, LLC, a local engineering firm with familiarity of the
scope of services for the project; and

WHEREAS, This Resolution is contingent upon City Council adopting Ordinance 25-25
to appropriate the \$71,000 to this project from the Homer Accelerated Roads and Trail
Program (HART) Roads fund.

NOW THEREFORE BE IT RESOLVED that the City Council of Homer, Alaska hereby
authorizes issuance of a Task Order to RESPEC Company, LLC., in the Not-To-Exceed amount
of \$71,000 for design of the Highland Drive Culvert Replacement Project and further authorizes
the City Manager to negotiate and execute the appropriate documents.

PASSED AND ADOPTED by the Homer City Council this 24th day of March, 2025.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

Fiscal note: Ordinance 25-25 (pending) appropriates \$71,000 from HART Roads.



MEMORANDUM

Resolution 25-023, A Resolution of the City Council of Homer, Alaska, Authorizing the City Manager to Pursue Acquisition of an Access Easement on Easy Street and to Negotiate and Execute the Appropriate Documents. City Manager.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: March 25, 2025
From: Julie Engebretsen, Community Development Director
Through: Melissa Jacobsen, City Manager

Background

Easy Street is a half mile long road that begins within Homer City limits, and travels from Skyline Drive north into the Bridge Creek Watershed Protection District. (See map next page). It was originally built 87 years ago to access the Broderson homestead. The City maintains the portion within City Limits, and the Kenai Peninsula Borough has maintained that portion of the road within the unincorporated Borough for 40 years. This street provides access to several private land owners and City properties. This is the only road (and Bridge Creek crossing) that provides access to the neighborhood.

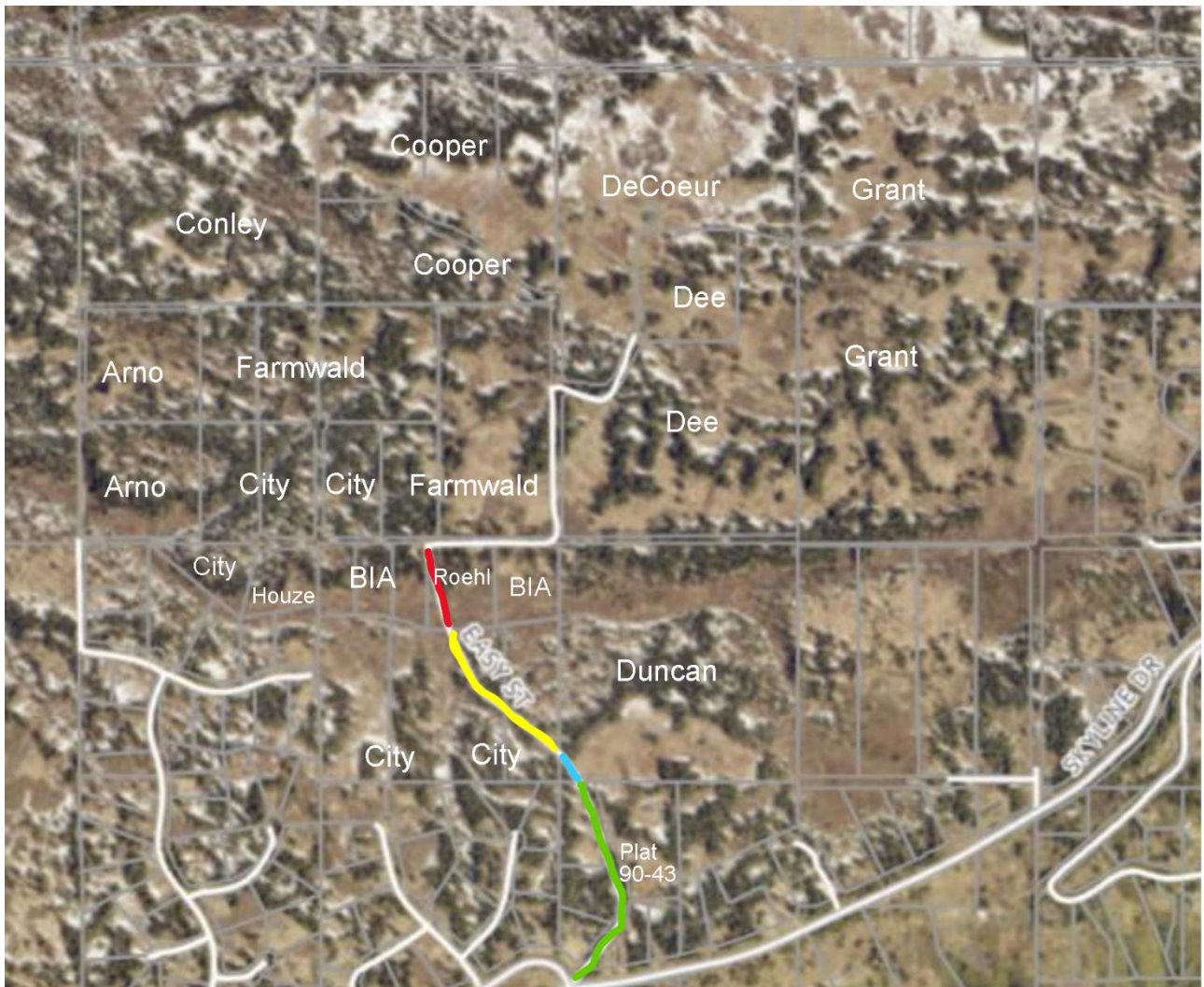
The north 444 feet of this road travels over land that is a Native Allotment, and is therefore subject to management by the Bureau of Indian Affairs (BIA). The BIA regulates lands under their purview and has alleged that the portion of Easy Street on the allotment is an unauthorized use (trespass). Area property owners have been working to resolve the issue for decades; the City and another private land owner have granted public access easements for all the other sections of Easy St. in the last few years. To completely resolve the issue on this last section of Easy St., an entity is needed to apply to BIA for a public easement across the Native Allotment property (see red line on map). To date, the Kenai Peninsula Borough has declined to apply for an access easement, and understandably, as the Borough likely has many instances of roads across Native Allotments Borough wide. Working with BIA on access issues is a time intensive undertaking, and can be expensive in terms of legal fees.

Fortunately, area property owners including Jay Farmwald (retired professional engineer) have spent years navigating these regulations and have arrived at a solution with BIA, the Allottee (Roehl), and the neighborhood. To resolve this issue the City can partner in this effort by being the entity that applies for the access easement. Mr. Farmwald has and is willing to continue to do the majority of the coordination work for the project. This partnership would enable the City to resolve an access problem effecting City lands and for area property owners.

Recommendation:

City Council approve Resolution 25-023

As of February 2025



Subject road section in Red

**CITY OF HOMER
HOMER, ALASKA**

City Manager

RESOLUTION 25-023

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
AUTHORIZING THE CITY MANAGER TO PURSE ACQUISITION OF AN
ACCESS EASEMENT ON EASY STREET AND TO EXECUTE THE
APPROPRIATE DOCUMENTS.

WHEREAS, The City of Homer owns property that is accessed via Easy Street, north of
Skyline Drive within the Bridge Creek Watershed Protection District and wishes to ensure the
right of access to municipal property; and

WHEREAS, A portion of Easy Street that is maintained by the Kenai Peninsula Borough
traverses land that is a Native Allotment, and the Bureau of India Affairs views this access as an
unauthorized use (trespass); and

WHEREAS, Area property owners have worked together to find a solution and a path to
a legal easement across this property; and

WHEREAS, The road provides one of the few access points across Bridge Creek, and if
access were to be terminated, it would likely encourage new road construction and creek
crossing for an alternate route, creating new impervious surface in the watershed that could
be avoided; and

WHEREAS, Area property owners have been working for several years to resolve the
easement issue and the City of Homer granted an easement for Easy Street across City land via
Memorandum 21-090; and

WHEREAS, A government entity is required to apply for the easement from the Bureau
of Indian Affairs; and

WHEREAS, The Kenai Peninsula Borough is amenable to the City seeing this easement
acquisition to completion; and

WHEREAS, The land owner of the Native Allotment property is willing to grant an
easement but due to the land status as a Native Allotment, the Bureau of Indian Affairs has
stringent requirements on the process for the easement, and the City of Homer as an impacted
property owner can assist in the resolution of this easement acquisition by acting as the
applicant for the easement to the Bureau of Indian Affairs.

NOW, THEREFORE, BE IT RESOLVED That the City of Homer:

Section 1: The Homer City Council hereby authorizes the City Manager to pursue an access easement for Easy Street and to negotiate and execute the appropriate documents.

Section 2: This resolution shall be effective immediately upon its adoption.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 24th day of March, 2025.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

Fiscal Note:



MEMORANDUM

Resolution 25-024, A Resolution of the City Council of Homer, Alaska, Endorsing the Purpose of the Institute of Museum and Library Services (IMLS) and Urging Official at the Local, State and National Levels to Maintain its Current Services. Mayor.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and City Council
Date: March 18, 2025
From: Dave Berry, Library Director
Through: Melissa Jacobsen, City Manager

On March 14, 2025 President Trump issued an executive order that severely impacts the Institute of Museum and Library Services (IMLS), which supports library operations nationwide by distributing grants to states. In FY 2025, Alaska received \$1.27 million, which flowed to consortia and individual libraries.

If IMLS funding disappears completely, numerous statewide projects will feel the effects. Such as:

- **Interlibrary loan service** will be curtailed.
- **Public programs** will vanish, including Alaska Reads, Battle of the Books and the statewide summer reading program.
- **Services to specific patron groups** will be eliminated, particularly for blind patrons and those living in the bush.
- **The Alaska Digital Library** (aka Libby or OverDrive) will see major reductions in new materials.
- **The SLED databases** will cancel all commercial offerings, effective in December.

On a local level, the Homer Public Library has used past IMLS grants for installing outdoor Wi-Fi, upgrading the interior network, purchasing hotspots, setting up the little free libraries in City parks, training staff and buying some materials.

Recommendation:

Adopt Resolution 25-024 expressing support for the IMLS and maintaining its current services.

Attachments:

Executive Order re: Continuing the Reduction of the Federal Bureaucracy
 Information Sheet on the IMLS
 Library Services and Technology Act (LSTA) Funding to Alaska

CONTINUING THE REDUCTION OF THE FEDERAL BUREAUCRACY

The White House
March 14, 2025

By the authority vested in me as President by the Constitution and the laws of the United States of America, it is hereby ordered:

Section 1. Purpose. This order continues the reduction in the elements of the Federal bureaucracy that the President has determined are unnecessary.

Sec. 2. Reducing the Scope of the Federal Bureaucracy.

(a) Except as provided in subsection (b) of this section, the non-statutory components and functions of the following governmental entities shall be eliminated to the maximum extent consistent with applicable law, and such entities shall reduce the performance of their statutory functions and associated personnel to the minimum presence and function required by law:

- (i) the Federal Mediation and Conciliation Service;
 - (ii) the United States Agency for Global Media;
 - (iii) the Woodrow Wilson International Center for Scholars in the Smithsonian Institution;
 - (iv) the Institute of Museum and Library Services;
 - (v) the United States Interagency Council on Homelessness;
 - (vi) the Community Development Financial Institutions Fund;
- and
- (vii) the Minority Business Development Agency.

(b) Within 7 days of the date of this order, the head of each governmental entity listed in subsection (a) of this section shall submit a report to the Director of the Office of Management and Budget confirming full compliance with this order and explaining

which components or functions of the governmental entity, if any, are statutorily required and to what extent.

(c) In reviewing budget requests submitted by the governmental entities listed in subsection (a) of this section, the Director of the Office of Management and Budget or the head of any executive department or agency charged with reviewing grant requests by such entities shall, to the extent consistent with applicable law and except insofar as necessary to effectuate an expected termination, reject funding requests for such governmental entities to the extent they are inconsistent with this order.

Sec. 3. General Provisions. (a) Nothing in this order shall be construed to impair or otherwise affect:

(i) the authority granted by law to an executive department, agency, or the head thereof; or

(ii) the functions of the Director of the Office of Management and Budget relating to budgetary, administrative, or legislative proposals.

(b) This order shall be implemented consistent with applicable law and subject to the availability of appropriations.

(c) This order is not intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

THE WHITE HOUSE,
March 14, 2025.

**Information Sheet on the
Institute of Museum and Library Services (IMLS)
Compiled by Marcia Kuszmaul
Homer Library Advisory Board**

- An independent agency established in 1996 that is the main source of federal support for libraries and museums within the U.S., having the mission to “advance, support, and empower America’s museums, libraries, and related organizations through grantmaking, research, and policy development.”
- President Trump issued an executive order on Friday, March 14, to eliminate IMLS "to the maximum extent consistent with applicable law", along with several other agencies.
- U.S. federal agencies exist outside the federal executive departments (those headed by a Cabinet secretary) and the Executive Office of the President. In a narrower sense, the term refers only to those independent agencies that, while considered part of the executive branch, have regulatory or rulemaking authority and are insulated from presidential control, usually because the president's power to dismiss the agency head or a member is limited.
- Established through separate statutes passed by Congress, each respective statutory grant of authority defines the goals the agency must work towards, as well as what substantive areas, if any, over which it may have the power of rulemaking. These agency rules (or regulations), when in force, have the power of federal law.
- IMLS and the director are advised by the National Museum and Library Services Board, a 24-member advisory body that includes the IMLS director, the deputy director for the Office of Library Services, the deputy director for the Office of Museum Services, the general counsel, and 20 presidentially appointed individuals.
- IMLS was established by the Museum and Library Services Act (MLSA) on September 30, 1996, as a result of the Museum and Library Services Act and the reauthorization and extension of that act in 2003, 2010, and 2018. Its basic function has existed under various names and organizational structures since 1937.
- IMLS receives its funding through the annual appropriations process. It is one of several independent agencies whose spending limits each year are established in the Labor, Health and Human Services, Education, and Related Agencies Appropriations Act.
- The FY 2025 IMLS budget request, submitted to Congress in March 2024, is \$280,000,000, including \$271,900,000 for programs and administrative costs authorized by the Museum and Library Services Act (MLSA), which includes the Library Services and Technology Act (LSTA) and the Museum Services Act (MSA); \$4,200,000 for a grants program authorized by the African American History and Culture Act (AAHCA); and \$3,900,000 for a grants program authorized by the National Museum of the American Latino Act (NMALA).

- Bill Clinton signed the Library Services and Technology Act (LSTA) on October 1, 1996. LSTA is a United States federal library grant program. Its roots come from the Library Services Act, first enacted in 1956. LSTA replaced the Library Services and Construction Act (LSCA), first enacted in 1962.
- Alaska Congressman Don Young consistently demonstrated his support for America's libraries, most notably as a lead sponsor of reauthorizations of the Library Services and Technology Act (LSTA). He championed legislation supporting libraries, including the Build America's Libraries Act (2021), the Library Stabilization Fund Act (2020) and the Museum and Library Services Act (2018).
- In the past three years, Alaska has received more than \$3.6 million in LSAT allotments, most recently \$1,276,792 in 2024. Funds support various grant programs around the state and in Homer, including Interlibrary Cooperation grants, Continuing Education grants and the Statewide Library Electronic Doorway (SLED) databases that connect Alaskans to nearly 60 databases for homework help, lifelong learning and small business development.
- In Alaska, the Alaska State Library administers the LSTA funds with assistance of the Governor's Advisory Council in Libraries (GAC). This board advises the State Library on the development of the Library Services and Technology Act Alaska State Plan and on the development of specific programs. Federal funds are used to support regional services grants, the 800#/ILL backup grant, interlibrary cooperation grants, and continuing education grants.
- Alaska's plan for LSTA funds for the most recent five-year period, 2023-2027 is available from the Alaska State Library. It focuses on three goals – Goal 1: Alaska libraries will support lifelong learning opportunities for all Alaskans; Goal 2: Alaska libraries will provide access to content and materials in various formats for all Alaskans; Goal 3: Alaska libraries will explore evolving roles as anchor institutions that benefit and engage their communities.



Cyndee Landrum, IMLS Acting Director -- directoroffice@imls.gov; Chair is vacant.
See Board at <https://www.imls.gov/about/learn-about-imls/our-board>

To dismiss the mission of an agency that advances opportunity and learning is to dismiss the aspirations and everyday needs of millions of Americans. And those who will feel that loss most keenly live in rural communities.



Library Services and Technology Act (LSTA) Funding to Alaska

Alaska

Contact Name

Amy Phillips-Chan, PhD

Contact Title

Director, Alaska State Libraries, Archives, & Museums

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Alaska State Library
P.O. Box 110571
Juneau, AK 99811-0571
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[+1 907 465 8718](tel:+19074658718)

Fax

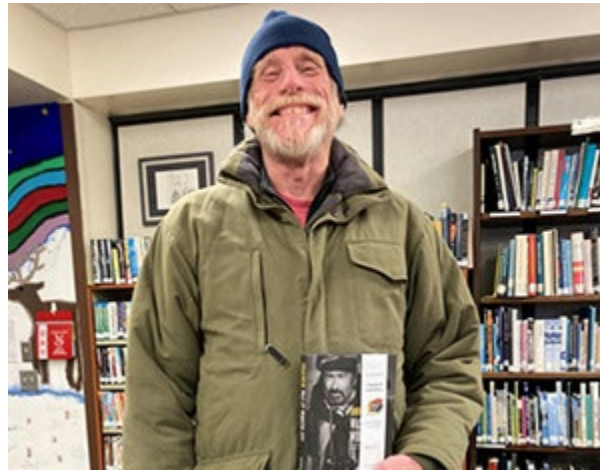
[+1 907 465 2151](tel:+19074652151)

Link

[Alaska State Library](#)

Alaska State Library

Project Examples



800# Interlibrary Loan & Reference Backup Service

The Alaska State Library, in partnership with the Anchorage Public Library, provided interlibrary loans and backup reference services free to libraries across the state, including rural, public, school, and tribal libraries. Many of these libraries cannot afford the proprietary software needed to obtain materials outside of their own collections, and the **800# Service** allows them to access materials and assistance they would not be able to get otherwise. A large number of the Alaska libraries that utilized this service are staffed with volunteers, so this reference service provided access to more complex questions regarding library materials and general information to help with their patrons' needs.

IMLS Funds: \$57,974



Virtual Tours

The Alaska State Library, Archive and Museum provided CARES Act stimulus funds to the University of Alaska's Museum of the North to offer virtual tours of the Museum and their special exhibits when the state was locked down due to the COVID-19 pandemic. The modest amount of funds, which went mostly toward the acquisition and use of 360-degree cameras, made the Museum's unique collections accessible to Alaska and the world. Among other items, the cameras captured videos related to Bus 142, from the book and movie Into the Wild, which are now accessible to a wider audience as a result of these funds. IMLS Funds: \$1,350

Continuing Education Grants

Alaska is one of few states without an accredited graduate library school, and many Alaska librarians work in isolation with limited access to library management training. These professionals need to be exposed to new ideas and emerging trends in library service for patrons of all types. To support this need, the Alaska State Library regularly allocates funds to each library outlet so staff can pursue in-person and virtual training opportunities. Alaskan library patrons are extremely diverse, with many Alaska Native patrons in the rural communities and many English as a Second Language patrons in Anchorage, Fairbanks, and Juneau. They have come to rely on libraries for a broad range of technology and information resources, in addition to other traditional library services. IMLS Funds: \$1,366.50

Review recent Grants to States projects from this state library in the [State Program Report database](#).

Search the [Awarded Grants Database](#) for additional details about awards in this state or view the [State Details Dashboard](#).

Five-Year Plan Highlights

Goal 1: Alaska libraries will support lifelong learning opportunities for all Alaskans.

- Projects include:
 - Talking Book Services
 - Cultural and historical programs for and about Alaska Natives and Alaska Native culture
 - Needs assessments related to people from various cultures and non-English speaking groups
 - Statewide or individual summer reading programs

- Early childhood resources and related training
- Author visits and cultural programming
- Afterschool programs
- Literacy programs such as basic, early, civic, financial, health, and legal
- Health and wellness programs
- Reference and interlibrary loan services
- Books-by-mail or appropriate alternatives for Alaskans living in areas without public libraries
- Needs assessments and pilot services in communities without public libraries, including collaboration with school and tribal libraries
- Training and consulting services for library staff
- Professional learning opportunities for the library workforce
- Scholarships for professional certification or advanced degrees
- Grants for library staff to attend state, regional, and national conferences

Goal 2: Alaska libraries will provide access to content and materials in various formats for all Alaskans.

- Projects include:
 - Cataloged access to materials
 - Assessment of local collections for inclusion in databases and catalogs
 - SLED (Statewide Library Electronic Doorway), Alaska's statewide library database
 - E-content and other emerging options for delivering library materials
 - Collection development mini-grant program
 - Collaboration with statewide consortia to expand access to electronic resources and services
 - Provision of materials in Alaska Native languages
 - Creation/digitization of resources that document Alaska's history and peoples
 - Preservation of unique library materials about Alaska
 - Library pilot projects that support Alaskans in publishing original creative works
 - Hardware and software to support access to electronic resources
 - Pilot projects to create Library of Things collections, such as tools, sporting goods, and household items
 - STEAM (Science Technology Engineering Arts Mathematics) projects
 - Strategies for affordable bandwidth to meet local needs

- Collaboration with telecommunication providers and other agencies to expand internet access

Goal 3: Alaska libraries will explore evolving roles as anchor institutions that benefit and engage their communities.

- Projects include:
 - Business development services
 - Support for community sustainability activities, such as community gardens, farmers markets, or seed libraries
 - Workforce development services
 - Serve as an access point for electronic forms and online services offered by local, state, and federal government
 - Civic engagement events to discuss issues of public concern
 - Access to legal information and services
 - Space planning and design
 - Resources for people who are homeless and/or who have mental health conditions
 - Computers, software, and equipment for digital media use
 - Libraries as disaster response centers
 - Community needs planning for times of crisis
 - Support for the Alaska Library Network and other entities that coordinate cooperative library services and programs
 - Strategic planning assistance for libraries

IMLS Data Collection

State Library Administrative Agency Survey

The State Library Administrative Agency Survey (SLAA) provides descriptive data about state library agencies for all fifty states and the District of Columbia. To interact with the latest data, please visit the [SLAA Survey Comparison Tool](#).

Public Libraries Survey

The Public Libraries Survey (PLS) provides national descriptive data on the status of public libraries in the United States and its territories. [Explore state profiles](#) representing more than 9,000 public library systems and over 17,000 public library outlets.

- Allotments

Year	Allotment Value
2020	\$1,073,876.00
2021	\$1,110,387.00
2022	\$1,108,522.00
2023	\$1,280,152.00
2024	\$1,276,792.00

**CITY OF HOMER
HOMER, ALASKA**

Mayor

RESOLUTION 25-024

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
ENDORING THE PURPOSE OF THE INSTITUTE OF MUSEUM AND
LIBRARY SERVICES (IMLS) AND URGING OFFICIALS AT THE LOCAL,
STATE AND NATIONAL LEVELS TO MAINTAIN ITS CURRENT
SERVICES.

WHEREAS, All civilized nations have long recognized that freedom of thought, inquiry
and opinion requires unfettered access to the accumulated knowledge of society; and

WHEREAS, By their nature, museums and libraries exist to preserve that knowledge and
promote the flourishing of all citizens; and

WHEREAS, In 1996, the United States Congress established the Institute of Museum and
Library Services (IMLS) to "advance, support and empower America's museums, libraries and
related organizations through grantmaking, research and policy development"; and

WHEREAS, The IMLS supports many projects of value to the people of Alaska, including
the Alaska Digital Library, the SLED databases, Alaska Reads, Battle of the Books, and the
statewide summer reading program, as well as grants and infrastructure for individual
museums and libraries; and

WHEREAS, An Executive Order issued on March 14, 2025 seeks to undermine the
effectiveness of the IMLS by eliminating staff and eradicating funding.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, hereby
endorses the purpose of the IMLS and urges officials at the local, state and national levels to
maintain its current services.

PASSED AND ADOPTED by the Homer City Council this 24th day of March, 2025.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, CITY CLERK

Fiscal note: N/A

**CITY OF HOMER
HOMER, ALASKA**

Mayor

RESOLUTION 25-025

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
ACKNOWLEDGING THE MONTH OF APRIL AS SEXUAL ASSAULT
AWARENESS MONTH, HONORING SURVIVORS OF SEXUAL
ASSAULT, RECOGNIZING ADVOCATES, ORGANIZATIONS AND
COMMUNITY MEMBERS WORKING TO PREVENT SEXUAL ASSAULT
IN HOMER AND ACROSS THE KENAI PENINSULA.

WHEREAS, Sexual Assault Awareness Month brings to light that fact that sexual assault is a pervasive challenge, which undermines the quality of life of every individual of any age and gender in our community; and

WHEREAS, One out of every four girls, and one out of every six boys will experience a sexual assault before the age of eighteen, and one out of two women and one in five men experience sexual violence, and one out of every five women are raped in their lifetimes; and

WHEREAS, Sexual assault prevention is effective when leaders from across community sectors work together to cultivate community solutions, including collaboration with our local victim service agency, South Peninsula Haven House; and

WHEREAS, Community solutions include raising awareness to the prevalence and impacts of sexual assault, supporting survivors, and providing education for adults and youth about consent and respectful and healthy relationships; and

WHEREAS, The staff at South Peninsula Haven House work year-round to address sexual assault by providing 24-hour on-call services, offering advocacy and support to those impacted by sexual assault, and continue to develop and improve the quality of services for those in our communities, most profoundly impacted by sexual violence; and

WHEREAS, The Homer Police Department works closely with South Peninsula Haven House and other community organizations to promote safety, justice, and prevention of sexual assault; and

WHEREAS, Every man, woman, and child has the right to live in our community free from the threat of sexual assault.

NOW THEREFORE, BE IT RESOLVED THAT the Mayor and City Council of Homer, Alaska hereby acknowledge April as:

Sexual Assault Awareness Month

BE IT FURTHER RESOLVED, the Mayor and City Council of Homer, Alaska encourage residents of Homer and the Southern Kenai Peninsula to join us in this important observance and share appreciation for all the organizations and community members within our region who promote and continue the positive and hard work to ultimately promote healing and hope for sexual assault survivors.

PASSED AND ADOPTED by the Homer City Council this 24th day of March, 2025.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

Fiscal Note: NA

Denim Day

A *Global* Sexual Violence Prevention Campaign Established in 1999.

Denim Day History

Denim Day is recognized each April in recognition of Sexual Assault Awareness Month. The global movement began after the ruling by the Italian Supreme Court to overturn a rape conviction because justices felt that since the victim was wearing ‘tight jeans’ she must have helped the person who raped her remove them, thereby implying consent.

Following the reversal, the women in the Italian Parliament came to work wearing jeans in solidarity with the victim.

Denim Day & South Peninsula Haven House (SPHH)

SPHH provides direct *intervention* services to victims of violence, which for obvious reasons the public may not participate in. On the other hand, our *prevention* services, an essential component of our work, are key programs that community members can have a direct impact in preventing violence from occurring in the first place.

In 2025, SPHH will commemorate the Denim Day global event through various community actions including:

- At the 2025 Women of Distinction (WOD) celebration on Saturday, April 5th, SPHH will announce our participation in Denim Day and will dedicate this year’s campaign to Anesha “Duffy” Murnane, daughter of 2025 *Women of Wisdom* (Postumus) Awardee — Sara Berg;
- In 2025, SPHH will address two specific myths about sexual violence — clothing has *nothing* to do with rape + men are also victims;
- At WOD, we will announce the *cross-sector* proclamation signing* event on Friday, April 25th; and
- Develop a Denim Day public pledge form on the SPHH website.

*TBD at City Council Meeting on March 24th, 2025. If City Council agrees to be a signatory, we will then invite the Chamber of Commerce to do so as well.

Women of Distinction



Celebration & Fundraiser

SATURDAY APRIL 5, 2025

6:00 TO 9:00 PM

@ The Kannery

HORS D'OEUVRES
SPECIALTY COCKTAILS & MOCKTAILS
SILENT & LIVE AUCTIONS
AWARDS CEREMONY

\$100 per person

\$700 per table of 8 (contact 907-235-7712 to reserve in advance)

Please purchase tickets at Homer Bookstore or at the Haven House

Office, 3776 Lake St Homer, AK 99603

www.havenhousealaska.org



South Peninsula Haven House

South Peninsula



Haven House



MEMORANDUM

Ordinance 25-24, Amending the Official Road Maintenance Map of the City of Homer by Adding 2871 Lineal Feet (.54 miles) of Urban Road on Eric Lane, Linstrang Way, Beauregard Court and Edson Circle. City Manager/Public Works Director.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and City Council
Date: March 10, 2025
From: Jean Arno, PW Inspector
Through: Daniel Kort, Public Works Director
Melissa Jacobsen, City Manager

As part of Construction Agreements, road improvements were constructed for the Foothills Sub Sunset View Estate 2020 Addn. Phase 2, and for Jack Gist Sub No. 3 Phase I. These road improvements were finished in 2022 and this department has inspected and approved the construction. Further, the warranty periods for these roads have expired without requiring remedial work, beyond normal wear and tear.

The three streets are:

Foothills Sub Sunset View Estates 2020 Addn. Phase 2

1. Eric Lane - 1319 .52 lineal feet (gravel with extended shoulder)
2. Linstrang Way- 858.49 lineal feet (paved)

Jack Gist Sub No. 3 Phase I

1. Beauregard Court - 511.54 lineal feet (gravel)
2. Edson Circle- 181.45 lineal feet (gravel)

This is a total of 2871 lineal feet (.54 miles)

In accordance with Ordinance 85-13, Section 11.20.090, and Section 11.20.100, this Department requests that the City Council formally accept the street improvements for operation and maintenance. Upon the Council's approval, please add the additional .54 miles of road to the Official City Road Maintenance Map for year-round maintenance.

See attached map for location.

Fiscal Note - Annual maintenance costs for these improvements is estimated to be \$20,000

**FOOTHILLS SUB SUNSET VIEW
ESTATE 2020 ADDN. PHASE 2**

LINSTRANG WAY 858.5 L.F.

ERIC LANE 1319.5 L.F.

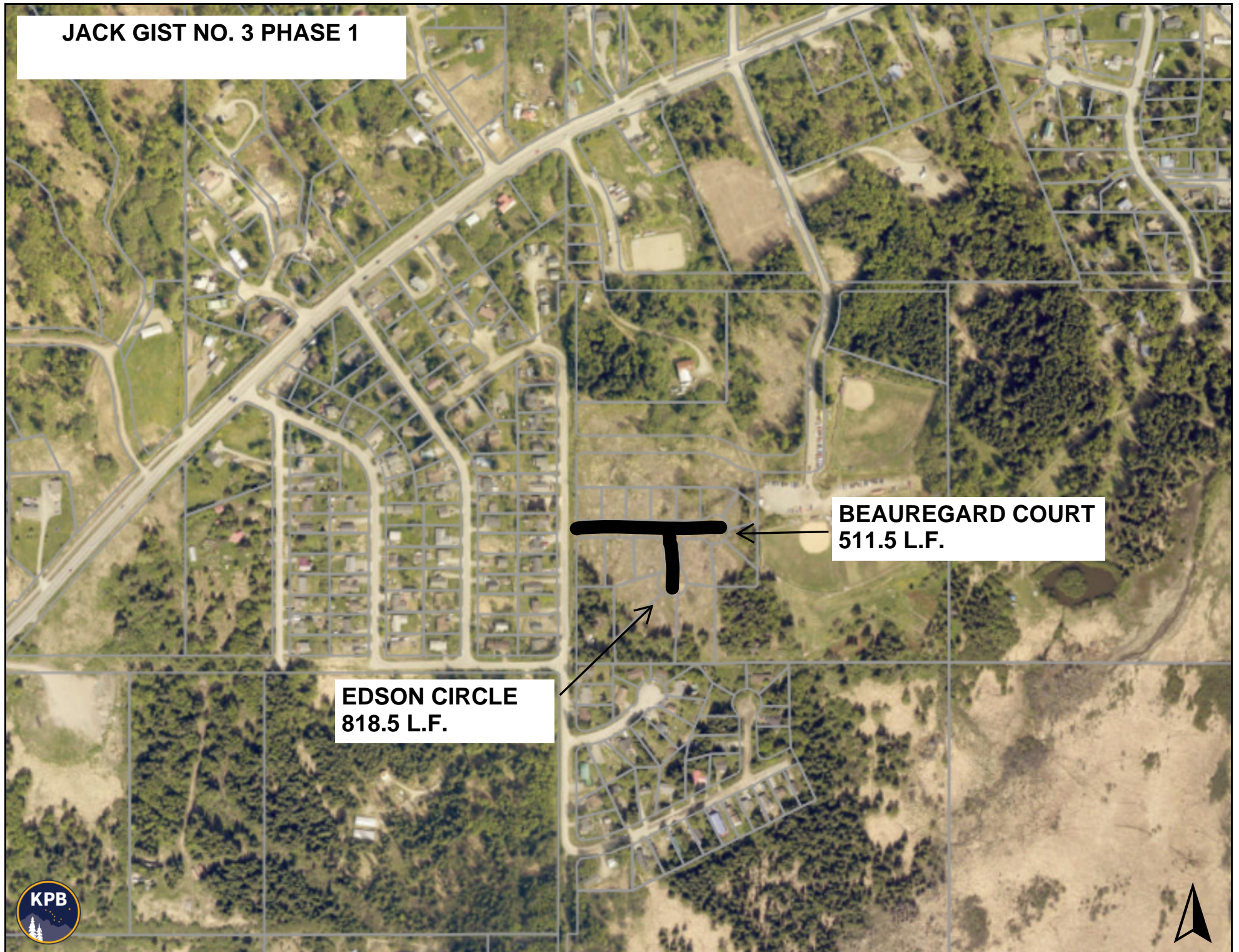
WEST HILL RD

172

STERLING HWY



JACK GIST NO. 3 PHASE 1



**BEAUREGARD COURT
511.5 L.F.**

**EDSON CIRCLE
818.5 L.F.**



**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Public Works Director

ORDINANCE 25-24

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
AMENDING THE OFFICIAL ROAD MAINTENANCE MAP OF THE CITY
OF HOMER BY ADDING 2871 LINEAL FEET (.54 MILES) OF URBAN
ROAD ON ERIC LANE, LINSTRANG WAY, BEAUREGARD COURT AND
EDSON CIRCLE.

WHEREAS, The City of Homer has determined that it is necessary to provide minimum standards to regulate design and construction of public streets, roads, and highways within the City of Homer; and

WHEREAS, HCC 11.20.090 provides that the City Public Works Inspector must conduct an inspection to determine if the project is complete, has been completed in accordance with the contract documents, and the contractor has fulfilled all of their obligations; and

WHEREAS, HCC 11.20.100 provides that after the City Public Works Inspector is satisfied that the improvements are 100 percent complete and acceptable, a recommendation for project approval and acceptance for maintenance shall be forwarded to City Council; and

WHEREAS, HCC 11.04.055 provides that the City shall not accept maintenance responsibility for any road or street which is not constructed or reconstructed to the adopted standards unless the road is shown on the Official Road Maintenance Map; and

WHEREAS, An additional 2871 lineal feet, or .54 miles have been duly inspected, reviewed, and approved by the Department of Public Works and recommended for acceptance by the City of Homer as Urban Road.

NOW, THEREFORE, The City of Homer Ordains:

Section 1: Section 11.04.055 Official Road Maintenance Map adopted is hereby amended per provisions of sections (a) through (e) to include the following additional streets as Urban Road by the City of Homer and recorded as amendment #43 on the New Official Road Maintenance Map adopted: the following mileage calculation is to the nearest hundredth.

<u>Subdivision</u>	<u>Roadway Name</u>	<u>Lineal Feet</u>	<u>Mile</u>	<u>Class</u>
Foothills Sub Sunset View				
Estates 202 Addn. Phase 2	Eric Lane	1319.52	.25	Urban

<u>Subdivision</u>	<u>Roadway Name</u>	<u>Lineal Feet</u>	<u>Mile</u>	<u>Class</u>
Foothills Sub Sunset View Estates 2020 Addn. Phase 2	Linstrang Way	858.49	.16	Urban
Jack Gist Subd. No. 3 Phase 1	Beauregard Court	511.54	.10	Urban
	Edson Circle	181.45	.03	Urban

Section 2: This is a non-code ordinance and of a permanent nature.

ENACTED BY THE CITY COUNCIL OF THE CITY OF HOMER THIS 24th day of March, 2025

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:



MEMORANDUM

Ordinance 25-25, Alaska Amending the FY25 Capital Budget by Appropriating \$71,000 from the Homer Accelerated Roads and Trails (HART) Roads Fund to Fund the Design of the Highland Drive Culvert Replacement Project. City Manager/Public Works Director.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and City Council
Date: February 26, 2025
From: Daniel Kort, Public Works Director
Through: Melissa Jacobsen, City Manager

I. Issue: The purpose of this Memorandum is to request \$71,000 for the engineering work associated with the Highland Drive Culvert Replacement Project.

II. Background:

Public Works staff was made aware of the side slope of Highland Drive sluffing in Mid-January due to the wet winter. This location is where Highland Drive crosses the headwaters of Bidarki Creek. Bidarki Creek flows through a culvert located at the base of the canyon crossing with side slopes approaching a 1:1 slope. The upstream side of the road crossing is approximately 15-feet to the stream bed elevation and the downstream side of the road crossing is approximately 30-feet to the stream elevation. The age of the culvert is estimated to be approximately 30-years old and is well past its expected life.

The Public Works Department is closely monitoring the conditions on Highland Drive because the erosion, or sloughing, is continuing to occur and is working its way towards the road. This action has already exposed approximately 5-feet of road bed fabric. As of February 17, 2025, the erosion is within approximately 5-feet of the guardrail along the road edge. As this erosion progresses, the Public Works Department anticipates the road will have to be closed for safety pending the repair. All residents will have access to their properties during the anticipated road closure, however some residents may be temporarily inconvenienced by having to access the Sterling Highway by traveling west to Roger's Loop instead of east to West Hill Road.

The complexity of the repair work requires detailed design plans due to the nature of the site, depth of the crossing of Bidarki Creek, and the continuous flow of Bidarki Creek. The Public Works Department reached out to three qualified Term Contractors for a bid and selected the lowest responsive bidder. The design work is anticipated to take approximately 60 to 90-days

to complete. Every effort will be made to expedite this process so repair work occurs as close to spring break-up as possible.

Once the design is completed, an ordinance will be brought forward requesting funding to replace the culvert and restore the road. The repair work is beyond the capacity of the Public Works Department's staffing level and equipment available, and must be hired out.

III. RECOMMENDATIONS:

City Council appropriates \$71,000 towards the engineering design of the Highland Drive Culvert Replacement Project.

**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Public Works Director

ORDINANCE 25-25

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
AMENDING THE FY25 CAPITAL BUDGET BY APPROPRIATING
\$71,000 FROM THE HOMER ACCELERATED ROADS AND TRAILS
(HART) ROADS FUND, TO FUND DESIGN OF THE HIGHLAND DRIVE
CULVERT REPLACEMENT PROJECT.

WHEREAS, The winter of 2024/2025 has been unusually warm and wet resulting in
numerous slope instabilities around the City; and

WHEREAS, Highland Drive at the crossing of Bidarki Creek was observed to have some
slope instability resulting in sloughing soils continuously eroding and encroaching upon the
road; and

WHEREAS, It is estimated that the Bidarki Creek culvert on Highland Drive is at least 30-
years old and is beyond its expected life; and

WHEREAS, The sloughed soils are nearly blocking the culvert on the downstream side;
and

WHEREAS, The culvert replacement and road reconstruction is complicated and
requires detailed design plans; and

WHEREAS, The Public Works Department has solicited bids from three Term
Contractors to bid the engineering work and the lowest responsive bidder was selected; and

WHEREAS, A future ordinance will come forward to fund the culvert replacement.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY25 Capital Budget by
appropriating \$71,000 as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
160	HART Roads	\$71,000

Section 2. The City Manager is authorized to execute the appropriate documents.

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

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this __ day of March, 2025.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

YES:

NO:

ABSENT:

ABSTAIN:

First Reading:

Public Hearing:

Second Reading:

Effective Date:

CITY OF HOMER FINANCIAL SUPPLEMENT

PROJECT NAME	Highland Drive Culvert Replacement (Design)	DATE	03/04/2025
DEPARTMENT	Public Works	SPONSOR	City Manager/PW Director
REQUESTED AMOUNT	\$ 71,000		

DESCRIPTION	The winter of 2024/2025 has been unusually warm and wet resulting in numerous slope instabilities around the City. Highland Drive at the crossing of Bidarki Creek was observed to have some slope instability resulting in sloughing soils continuously eroding and encroaching upon the road. It is estimated that the Bidarki Creek culvert on Highland Drive is at least 30-years old and is beyond its expected life. The sloughed soils are nearly blocking the culvert on the downstream side. The culvert replacement and road reconstruction is complicated and requires detailed design plans. The Public Works Department has solicited bids from three Term Contractors to bid the engineering work and the lowest responsive bidder was selected. A future ordinance will come forward to fund the culvert replacement.
-------------	--

FUNDING SOURCE(S)	OPERATING	GF CARMA	GF FLEET CARMA	PORT RESERVES	WATER CARMA
	0%	0%	0%	0%	0%
	HAWSP	HART-ROADS	HART-TRAILS	PORT FLEET RESERVES	SEWER CARMA
	0%	100%	0%	0%	0%

FUNDING SOURCE 1: HART Roads (160)	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance \$ 5,658,304	Current Balance _____	Current Balance _____
Encumbered \$ 4,524,002	Encumbered _____	Encumbered _____
Requested Amount \$ 71,000	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda \$ 0	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance \$ 1,063,303	Remaining Balance _____	Remaining Balance _____
FUNDING SOURCE 4:	FUNDING SOURCE 5:	FUNDING SOURCE 6:
Current Balance _____	Current Balance _____	Current Balance _____
Encumbered _____	Encumbered _____	Encumbered _____
Requested Amount _____	Requested Amount _____	Requested Amount _____
Remaining Balance _____	Remaining Balance _____	Remaining Balance _____



MEMORANDUM

Ordinance 25-26, Affirming the Ground Lease and Security Agreement between the City and Tackle Shack Co., LLC., for a Portion of Lot 5, as shown on the Subdivision Plat entitled HOMER SPIT, filed as Amended Plat Number 89-34, Homer Recording District, State of Alaska, also known as Kenai Peninsula Borough Tax Parcel No. 181-03-105 and Authorizing the City Manager to Execute Termination of Lease Documents for Previously Superseded Leases. City Manager/Port Director.

Item Type: Back-Up Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: March 10, 2025
From: Mark Bowman, Port Property Associate
Through: Melissa Jacobsen, City Manager

Tackle Shack Co, LLC, ('Tackle Shack') has a lease with the City for a property located at 3815 Homer Spit Road. First American Title, in conjunction with the City, reviewed the property records for the parcel. The title agent identified that the Tackle Shack property has previous leases that have not been formally terminated but should be so that the transactional record is corrected. A summary of the lease background is presented below along with the typical approach to processing assignment requests from lessees.

BACKGROUND AND APPROACH

A lease for this property was originally awarded by Council in 2009 to Homer Enterprises, LLC. Since that time, that same lease for this property has been assigned three times. Each assignment has been approved by City Council via resolution. The internal process for assignment of leases at the time was to secure approval from Council for the assignment, then to execute a 'clean copy' of the City's base lease with the new tenant.

The typical procedure is to execute an Assignment of Lease document, which together with the original lease document will constitute the full agreement between the City and the new tenant. After reviewing the facts, the recommendation of the City Attorney was to bring an Ordinance to City Council affirming the validity of the current lease with Tackle Shack and authorizing the City Manager to sign Termination of Lease documents to formally terminate the copies of the lease signed by previous leaseholders.

Timeline of events:

- February 23, 2009 [Resolution 09-25\(s\)](#) awards lease to Homer Enterprises, LLC

- January 14, 2019 [Resolution 19-001](#) authorizes lease assignment from Homer Enterprises, LLC to AKSNOWGRL RENTALS, LLC
- July 10, 2020 City receives letter from AKSNOWGRL RENTALS, LLC to City requesting to assign lease back to Homer Enterprises, LLC
- September 14, 2020 [Resolution 20-081](#) authorizes lease assignment from AKSNOWGRL to Homer Enterprises, LLC
- May 24, 2021 [Resolution 21-035](#) authorizes lease assignment from Homer Enterprises to Tackle Shack Co., LLC

The Port Property Associate will perform an examination of City leases with the objective to determine lease compliance and recommend corrective measures when appropriate.

RECOMMENDATION:

Approve Ordinance 25-26

Attachments:

Resolution 09-25(S)

Resolution 19-001

Correspondence to the City from AKSNOWGRL RENTALS, LLC

Resolution 20-081

Resolution 21-035

CITY OF HOMER

HOMER, ALASKA

City Clerk

RESOLUTION 09-25(S)

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, AWARDED A LEASE FOR CITY PROPERTY ON THE HOMER SPIT, LOT 5, AMENDED HOMER SPIT SUBDIVISION TO HOMER ENTERPRISES, LLC OF HOMER, ALASKA, AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND SIGN THE APPROPRIATE DOCUMENTS.

WHEREAS, The Advertisement for Sealed Proposals to lease City property on the Homer Spit was advertised in the Homer News on January 22 and 29, 2009 and posted on the City Clerk's Project Internet Site; and

WHEREAS, Sealed proposals were due by 2 p.m. on February 6, 2009 in the Office of the City Clerk; and

WHEREAS, One sealed proposal was received from Homer Enterprises, LLC of Homer, Alaska; and

WHEREAS, Pursuant to the Property Management Policy and Procedures Manual Chapter 2, the Lease Committee at their February 12, 2009 meeting recommended approval of a long term lease of Lot 5, Amended Homer Spit Subdivision to Homer Enterprises, LLC of Homer, Alaska; and

WHEREAS, This lease is for a term of twenty years, ending on the last day of April 2029; and

WHEREAS, The Lease Committee has requested the City Manager to negotiate a lease with Harbor Enterprises, LLC; and

WHEREAS, This award is not final until notice is received by Homer Enterprises, LLC of Homer, Alaska from the City of Homer.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, hereby awards a Lease for City Property on the Homer Spit, Lot 5, Amended Homer Spit Subdivision to Homer Enterprises, LLC of Homer, Alaska and authorizes the City Manager to negotiate and sign the appropriate documents.

PASSED AND ADOPTED by the Homer City Council this 23rd day of February, 2009.

CITY OF HOMER

JAMES C. HORNADAY, MAYOR

ATTEST:

JO JOHNSON, CMC, CITY CLERK

Fiscal Note: N/A

**CITY OF HOMER
HOMER, ALASKA**

City Manager

RESOLUTION 19-001

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, APPROVING A LEASE ASSIGNMENT FROM HOMER ENTERPRISES LLC. TO AKSNOWGRL RENTALS, LLC. AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE APPROPRIATE DOCUMENTS FOR A NEW TWENTY YEAR LEASE WITH OPTIONS FOR TWO CONSECUTIVE FIVE YEAR RENEWALS FOR A PORTION OF LOT 5, AS SHOWN ON THE SUBDIVISION PLAT ENTITLED HOMER SPIT FILED AS AMENDED PLAT NUMBER 89-34, AT AN ANNUAL RATE OF \$16,590.48.

WHEREAS, AKSnowgrl Rentals, LLC applied to transfer the Homer Enterprises LLC lease to AKSnogril Rentals, LLC as part of its purchase of the Sport' Shed; and

WHEREAS, AKSnowgrl Rentals, LLC submitted a complete application pursuant to Homer City Code (HCC) 18; and

WHEREAS, AKSnowgrl Rentals, LLC has indicated in their lease application their intention of continuing the business previously listed in the lease between the City and Homer Enterprises LLC without changes; and

WHEREAS, Per HCC 18.08.110 the lease is in compliance and the past lease history has shown contractual obligations are satisfactorily met; and

WHEREAS, The lease assignment will be based on the City's updated lease template which reflects the new and current code requirements; and

WHEREAS, The City Administration and the Port and Harbor Advisory Commission on December 12, 2018 reviewed the application pursuant HCC 18.08.060 and recommend a new 20-year lease with options for 2 consecutive 5-year renewals on a portion of Lot 5, as shown on the subdivision plat entitled HOMER SPIT filed as amended plat number 89-34; and

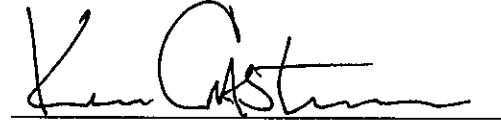
WHEREAS, HCC 18.08.160 (4) states the Council shall approve or deny the request for lease assignment via resolution.

NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby approves the lease assignment of the Homer Enterprises, LLC. Lease from Homer Enterprises, LLC to AKSnowgrl Rentals, LLC, and authorizes the City Manager to execute a new twenty year lease

with options for two consecutive five year renewals on a portion of Lot 5, as shown on the subdivision plat entitled HOMER SPIT filed as amended plat number 89-34, at an annual base rent of \$16,590.48 for the purpose of operating a marine supply shop.

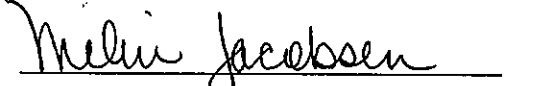
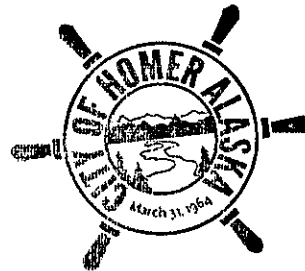
PASSED AND ADOPTED by the Homer City Council on this 14 day of January, 2019.

CITY OF HOMER



KEN CASTNER, MAYOR

ATTEST:


MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Note: \$16,590.48 Annually

DOLIFKA & ASSOCIATES P.C.

Dale Dolifka, Attorney at Law
Jeffrey Dolifka, Attorney at Law Noah Mery, Attorney at Law
44501 Sterling Highway, Suite 202
P. O. BOX 498, SOLDOTNA, ALASKA 99669
(907 262 2910) FAX (907 262 7588)

July 10, 2020

Homer Port & Harbor
4311 Freight Dock Road
Homer, Alaska 99603

Sent via email to: ehollis@ci.homer.ak.us

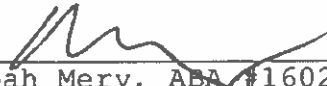
Re: AKSNOWGRL RENTALS, LLC Reversion of Lease

To Whom It May Concern:


This letter is intended to notify the City of Homer that AKSNOWGRL RENTALS, LLC wishes for its leasehold interest in the property located at 3815 Homer Spit Road #A to revert to HOMER ENTERPRISES, LLC, an Alaska Limited Liability Company, whose address is 4124 Crested Crane Street, Homer, Alaska 99603. Furthermore, AKSNOWGRL RENTALS, LLC seeks to relinquish any and all claims to the leasehold interest.

If you have any further questions, please contact my office or email me at ndolifkalaw@gmail.com. Thank You.

Sincerely,



Noah Mery, ABA #1602007
Attorney for: AKSNOWGRL RENTALS,
LLC



Jenifer Kumfer
AKSNOWGRL RENTALS, LLC
Its: Managing Member

CC:
Blaine Gilman
Attorney for: Homer Enterprises, LLC/Tabor Ashment
Gilman & Pevehouse
130 S. Willow St., Ste. 3
Kenai, AK 99611
bdgilman@gilmanlawak.com

**CITY OF HOMER
HOMER, ALASKA**

City Manager

RESOLUTION 20-081

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, APPROVING A LEASE ASSIGNMENT FROM AKSNOWGRL RENTALS LLC TO HOMER ENTERPRISES LLC AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE THE APPROPRIATE DOCUMENTS FOR AN EIGHTEEN YEAR FOUR MONTH LEASE WITH OPTIONS FOR TWO CONSECUTIVE FIVE YEAR RENEWALS FOR A PORTION OF LOT 5, HOMER SPIT AT THE REDUCED ANNUAL RATE OF \$4,925.46.

WHEREAS, AKSnowGrl Rentals, LLC contacted the City and requested their lease be transferred back to Homer Enterprises LLC as a result of Homer Enterprises LLC reassuming ownership and management of the Sport Shed; and

WHEREAS, Homer Enterprises, LLC submitted a complete lease application pursuant Homer City Code (HCC) Title 18.08; and

WHEREAS, Homer Enterprises, LLC has indicated in the lease application their intention of continuing the business as listed in the lease between the City and AKSnowGrl Rentals LLC without changes to purpose of use or length of term; and

WHEREAS, AKSnowGrl's current base lease rate is \$16,590.48 or \$0.74 per square foot plus tax; and

WHEREAS, The most current land appraisal for the property conducted in 2019 reduced the property's value due to coastal erosional conditions, concluding the new market rent value should be \$4,900 or \$0.22 per square foot plus tax; and

WHEREAS, Per HCC 18.08.100 (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; and

WHEREAS, Homer Enterprises LLC has requested that the current base lease rate change to match the appraiser's most recent valuation and has provided invoices detailing previous erosion mitigation measures taken by the business; and

WHEREAS, The Port and Harbor Advisory Commission on August 26, 2020 reviewed the


43 application pursuant HCC 18.08.060 and recommended a lease transfer for the remaining term
44 of 18 years and 4 months with options for 2 consecutive 5-year renewals on a portion of Lot 5,
45 Homer Spit with a reduction in base rent to match the 2019 appraisal's findings; and
46

47 WHEREAS, HCC 18.08.160 (4) states the Council shall approve or deny the request for
48 lease assignment via resolution.
49

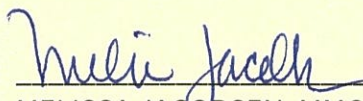
50 NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby approves the
51 lease assignment of the AKSnowGrl Rentals LLC lease from AKSnowGrl Rentals LLC to Homer
52 Enterprises LLC, and authorizes the City Manager to negotiate and execute a lease for the
53 remaining term of 18 years and 4 months with options for 2 consecutive 5-year renewals on a
54 portion of Lot 5, Homer Spit at the reduced annual base rent of \$4,925.46.
55

56 PASSED AND ADOPTED by the Homer City Council this 14th day of September, 2020.
57

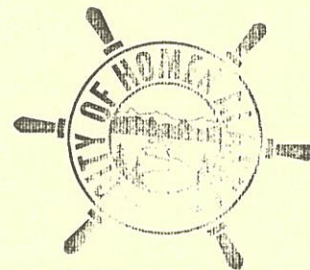
58 CITY OF HOMER

59 
60 _____
61 KEN CASTNER, MAYOR
62
63

64 ATTEST:

65 
66 _____
67 MELISSA JACOBSEN, MMC, CITY CLERK
68
69

70 Fiscal Note: \$16,590.48 decreased to \$4,925.46 annually



**CITY OF HOMER
HOMER, ALASKA**

City Manager

RESOLUTION 21-035

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, APPROVING A LEASE ASSIGNMENT FROM HARBOR ENTERPRISES LLC TO TACKLE SHACK CO. LLC, AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE APPROPRIATE DOCUMENTS FOR A 20 YEAR LEASE WITH OPTIONS FOR TWO CONSECUTIVE FIVE YEAR RENEWALS FOR A PORTION OF LOT 5, AS SHOWN ON THE SUBDIVISION PLAT ENTITLED HOMER SPIT FILED AS AMENDED PLAT NUMBER 89-34, AT AN INITIAL ANNUAL RATE OF \$4,925.46.

WHEREAS, Harbor Enterprises LLC requested approval to transfer their lease to Tackle Shack Co. LLC as part of Tackle Shack Co. LLC's purchase of their business; and

WHEREAS, Tackle Shack Co. LLC submitted a complete application pursuant to Homer City Code (HCC) Title 18; and

WHEREAS, Tackle Shack Co. LLC has indicated in their lease application their intention of continuing the business previously listed in the lease between the City and Harbor Enterprises LLC without change to the purpose of use; and

WHEREAS, Per HCC 18.08.110 the lease is in compliance and the past lease history has shown contractual obligations are satisfactorily met; and

WHEREAS, The lease assignment will be based on the City's updated lease template which reflects the new and current code requirements; and

WHEREAS, The City Administration and the Port and Harbor Advisory Commission on April 28, 2021 reviewed the application pursuant to HCC 18.08.060 and recommend approval of the lease assignment from Harbor Enterprises to Tackle Shack Co. LLC; and

WHEREAS, HCC 18.08.160 (4) states the Council shall approve or deny the request for lease assignment via resolution.

NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby approves the lease assignment from Harbor Enterprises LLC to Tackle Shack Co. LLC, and authorizes the City Manager to execute the appropriate documents for a 20 year lease with options for two consecutive five year renewals for a portion of Lot 5, as shown on the subdivision plat entitled Homer Spit filed as amended plat number 89-34, at an initial annual rate of \$4,925.46.

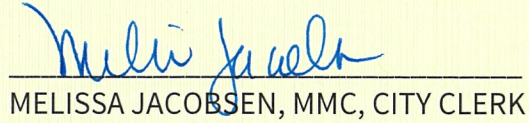
PASSED AND ADOPTED by the Homer City Council this 24th day of May, 2021.

CITY OF HOMER



KEN CASTNER, MAYOR

ATTEST:


MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal note: \$ 4,925.46 annually



**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Port Director

ORDINANCE 25-26

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
AFFIRMING THE GROUND LEASE AND SECURITY AGREEMENT
BETWEEN THE CITY AND TACKLE SHACK CO., LLC FOR A PORTION
OF LOT 5, AS SHOWN ON THE SUBDIVISION PLAT ENTITLED
HOMER SPIT, FILED AS AMENDED PLAT NUMBER 89-34, HOMER
RECORDING DISTRICT, STATE OF ALASKA, ALSO KNOWN AS KENAI
PENINSULA BOROUGH TAX PARCEL NO. 181-03-105 AND
AUTHORIZING THE CITY MANAGER TO EXECUTE TERMINATION OF
LEASE DOCUMENTS FOR PREVIOUSLY SUPERSEDED LEASES .

WHEREAS, Resolution 21-035 approved a lease assignment from Harbor Enterprises
LLC to Tackle Shack Co. LLC; and

WHEREAS, The City executed a new lease in lieu of an assignment and amendment, as
was the practice of the City at that time; and

WHEREAS, The lease transactions for this property require affirmation to avoid
confusion in the record and the Title Agent recommended that the City execute Termination
of Lease documents for former leases; and

WHEREAS, Resolution 21-035 did not authorize the City Manager to execute a new
lease with Tackle Shack Co. LLC, only an assignment of a lease; and

WHEREAS, Per HCC 18.08. 110 the lease is in compliance and the past lease history has
shown contractual obligations are satisfactorily met; and

WHEREAS, Per HCC 18.08. 040 (a) "All long-term leases for more than five years shall
be approved by City Council via ordinance."

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1: The Homer City Council hereby affirms the Ground Lease and Security
Agreement, signed June 1, 2021, between the City and Tackle Shack Co., LLC for a portion of
Lot 5, as shown on the subdivision plat entitled HOMER SPIT filed as amended plat number 89-
34, Homer Recording District, State of Alaska, also known as Kenai Peninsula Borough Tax

Parcel No. 181-03-105 and authorizes the City Manager to execute Termination of Lease documents for superseded previous leases.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:



MEMORANDUM

Ordinance 25-29, An Ordinance of the City Council of Homer, Alaska Amending the FY25 Capital Budget by Appropriating an Additional \$3,200 from the Homer Accelerated Roads and Trails (HART) Trails Fund for Change Order No. 1 to Kinney Engineering Task Order 24-01 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director.

Item Type: Backup Memorandum
Prepared For: City Council
Date: March 24, 2025
From: Daniel Kort, Public Works Director
Through: Melissa Jacobsen, City Manager

Issue:

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

Background:

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

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

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

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

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

Recommendation:

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

Attachments:

Memorandum CC-24-036

Ordinance 24-06(A)



AGENDA ITEM REPORT

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

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

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

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

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

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

Strategies

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

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

Conservation Objective 2:

Preserve and protect wetlands and riparian zones within the DCRA.

Strategies:

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

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

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

Conservation Objective 3:

Preserve the natural scenic qualities of the DCRA.

Strategies:

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

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

Encourage users to pack out trash.

Prohibit overnight camping.

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

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

Recreation

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

Recreational Objective 1:

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

Strategies:

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

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

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

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

Recreational Objective 2:

Construct summer-use trails within the DCRA.

Strategies:

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

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

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

Education

Educational Objective 1:

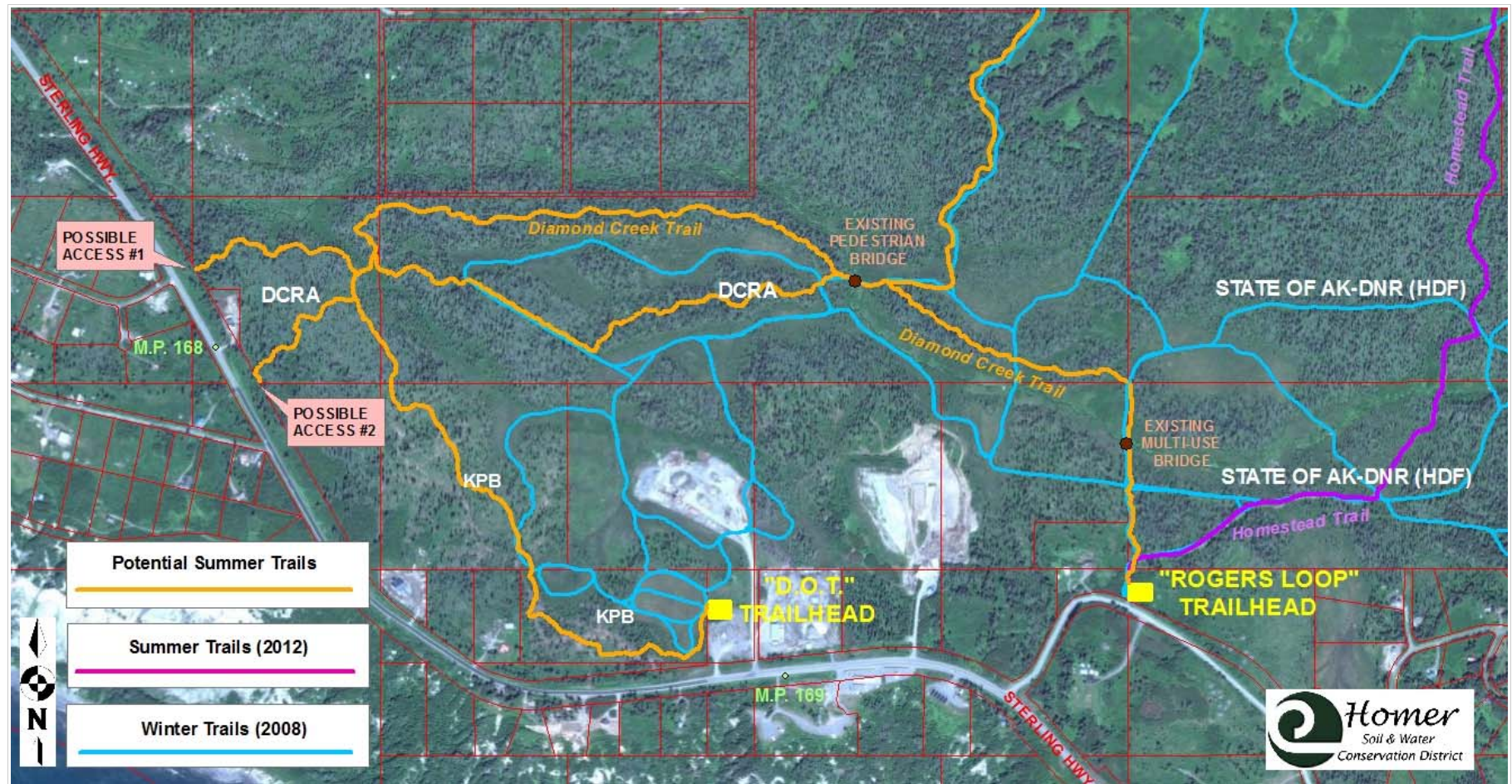
Encourage area schools, local organizations, and area visitors to use the DCRA in sustainable ways that promote education.

Strategies:

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

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

Map 1 - Diamond Creek Recreation Area Access and Development



**CITY OF HOMER
HOMER, ALASKA**

Davis

ORDINANCE 24-06(A)

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

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

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

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

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

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

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

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

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

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

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

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

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

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

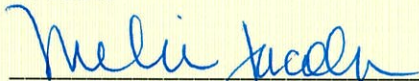
ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this 22nd day of January, 2024.

CITY OF HOMER



KEN CASTNER, MAYOR

ATTEST:



MELISSA JACOBSEN, MMC, CITY CLERK

YES: 6

NO: 0

ABSTAIN: 0

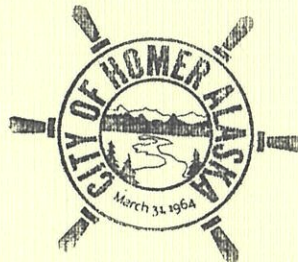
ABSENT: 0

First Reading: Jan 8, 2024

Public Hearing: Jan 22, 2024

Second Reading: Jan 22, 2024

Effective Date: Jan 23, 2024



**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Public Works Director

ORDINANCE 25-29

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

WHEREAS, Ordinance 24-06(A) appropriated \$25,000 towards the Preliminary Design of
Non-Motorized Trails and Trailhead connecting the City of Homer Diamond Creek Property to
the Proposed Highway Underpass; and

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

WHEREAS, The City issued Kinney Engineering Task Order 24-02 to subcontract with
Happy Trails to do conceptual trail planning for a cost of \$2,000 and pass these costs directly
on to the City through Task Order 24-02; and

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

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

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

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

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

NOW, THEREFORE, The City of Homer Ordains:

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

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

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

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

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:

CITY OF HOMER FINANCIAL SUPPLEMENT

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

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

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

**CITY OF HOMER
HOMER, ALASKA**

Aderhold/Hansen

ORDINANCE 25-30

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
AMENDING THE FY25 CAPITAL BUDGET BY APPROPRIATING AN
ADDITIONAL \$57,073.12 FROM THE HOMER ACCELERATED WATER
AND SEWER PROGRAM (HAWSP) FOR THE PURPOSE OF
REIMBURSING SIX PROPERTY OWNERS IN THE BUNNELL
AVE/CHARLES WAY SPECIAL ASSESSMENT DISTRICT FOR THE
COST OF E-ONE LIFT STATIONS.

WHEREAS, Ordinance 25-07 reimbursed seven property owners in the Charles
Way/Bunnell Avenue Special Assessment District (SAD) for the amount of their assessment that
was allocated to the cost of E-One lift stations that they did not receive benefit of; and

WHEREAS, Chris Long, the owner of WR Benson Sub Amended, Lot 152, is the property
owner who brought this matter to the City's attention in August of 2024 when he planned to
develop his property, learned other properties had E-One lift stations installed as part of the
SAD, contacted Public Works to get a lift station, and learned he would not receive one; and

WHEREAS, It took City administration a long period of time to unravel the
circumstances for this SAD that resulted in an inequitable distribution of costs for lift stations
in the SAD; and

WHEREAS, During that time Mr. Long purchased and installed a lift station at the cost of
\$17,951.68 so he could begin development of his property; and

WHEREAS, The cost to the City to purchase and install lift stations on the eleven
properties with residences was \$12,400 per property; and

WHEREAS, The City Council recognizes the undue burden to Mr. Long and appreciates
his patience as the new administration navigated this matter and agreed to reimburse him an
additional \$11,351.29, in addition to the \$2,648.71 reimbursement through Ordinance 25-07
for a total of \$14,000; and

WHEREAS, The remaining five property owners may contact the City until April 1, 2030
to request reimbursement up to an amount not to exceed \$12,400 total reimbursement
following installation of a lift station for the development of their property, as follows:

KPB Tax ID	Owner	Reimbursement per Ord 25-07	Additional Reimbursement per Ord 25-xx	Total Reimbursement
177-164-16	Long	\$2,648.71	\$11,351.29	\$14,000
177-164-14	Connolly	\$2,648.71	\$9,751.29	\$12,400
177-164-37	Baughner	\$2,648.71	\$9,751.29	\$12,400
177-164-34	Gordon	\$2,648.71	\$9,751.29	\$12,400
177-164-30	Hillstrand	\$2,648.71	\$9,751.29	\$12,400
177-140-09	Johnson/Pereira	\$5,683.33	\$6,716.67	\$12,400
Cost to HAWSP			\$57,073.12	

WHEREAS, The total additional reimbursement equates to \$57,073.12 for the remaining five parcels, not including the City of Homer owned parcel.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY25 Capital Budget by appropriating an additional \$57,073.12 as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
205	HAWSP – Other Impacted Property Owners	\$57,073.12

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

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:

- 75
- 76 First Reading:
- 77 Public Hearing:
- 78 Second Reading:
- 79 Effective Date:



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: March 19, 2025
SUBJECT: City Manager's Report for March 24, 2025 Council Meeting

City of Homer FY25 RAISE Grant Update

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

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

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

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

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

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

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

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

HVFD Worksession

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

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

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

City Manager Meetings and Events:

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

Attachments:

- DOT Guidance Memo
- KPEDD Industry Outlook Forum Invitation

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

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

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

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

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

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

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

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

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

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

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

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

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

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

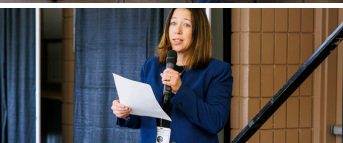
OA leadership shall review the findings from the Team review, and recommend to OST-P and OGC which project selections should:

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

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

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

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



YOU'RE INVITED!



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

If you are unable to make it in person,
please call 907.336.1155 to register to be sent
a link to the live YouTube.



THE KENAI PENINSULA ECONOMIC
DEVELOPMENT DISTRICT

2025 IOF

INDUSTRY OVERVIEW FORUM

Location:
Kenai Chamber of Commerce

24 APRIL

THURSDAY

9:00 AM CHECK IN & REGISTRATION

9:30 AM START

4:00 PM END



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

INDUSTRY TOPICS & HIGHLIGHTS:



COOK INLET
ENERGY
RESOURCES AND
DEVELOPMENT



WORKFORCE
DEVELOPMENT
STRATEGIES AND
RESOURCES



KENAI PENINSULA
ECONOMIC
PROSPECTUS
REPORT



KENAI
PENINSULA
BOROUGH
UPDATE



LOCAL AND
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UPDATES



KENAI PENINSULA
COMPREHENSIVE
ECONOMIC
DEVELOPMENT
STRATEGY KICKOFF

General Fund
Expenditure Report
Actuals through February 2025
67% Fiscal Year Elapsed

Current Fiscal Analysis

	FY25	FY25 YTD	
	ADOPTED	ACTUAL	
	BUDGET	\$	%
Revenues			
Property Taxes	\$ 4,225,672	\$ 5,288,632	125%
Sales and Use Taxes	9,296,032	6,840,026	74%
Permits and Licenses	41,723	29,027	70%
Fines and Forfeitures	8,381	2,507	30%
Intergovernmental	746,338	407,675	55%
Charges for Services	445,762	413,845	93%
Other Revenues	-	104,256	
Airport	202,406	139,037	69%
Operating Transfers	1,568,082	20,710	1%
Total Revenues	\$ 16,534,397	\$ 13,232,697	80%
Expenditures & Transfers			
Administration	\$ 2,201,751	\$ 1,342,470	61%
Clerks/Council	942,104	513,216	54%
Planning	446,281	266,673	60%
Library	1,126,251	713,171	63%
Finance	948,850	541,689	57%
Fire	1,973,062	1,216,598	62%
Police	4,416,940	3,140,014	71%
Public Works	3,663,001	2,024,179	55%
Airport	239,580	152,900	64%
City Hall, HERC	190,449	103,402	54%
Non-Departmental	191,000	191,000	100%
Total Operating Expenditures	\$ 16,339,269	\$ 10,205,311	62%
Transfer to Other Funds			
Leave Cash Out	\$ 178,375	\$ -	0%
Other	6,752	-	0%
Total Transfer to Other Funds	\$ 185,128	\$ -	0%
Transfer to CARMA			
General Fund Fleet CARMA	\$ -	\$ -	0%
General Fund CARMA	-	-	0%
Seawall CARMA	10,000	-	0%
Total Transfer to CARMA Funds	\$ 10,000	\$ -	0%
Total Expenditures & Transfers	\$ 16,534,397	\$ 10,205,311	62%
Net Revenues Over (Under) Expenditures	\$ 0	\$ 3,027,387	

Water and Sewer Fund
Expenditure Report
Actuals through February 2025
67% Fiscal Year Elapsed

Current Fiscal Analysis

	FY25 ADOPTED BUDGET	FY25 YTD ACTUAL	
		\$	%
<u>Revenues</u>			
Water Fund	\$ 2,494,551	\$ 1,734,234	70%
Sewer Fund	2,213,812	1,389,454	63%
Total Revenues	\$ 4,708,362	\$ 3,123,688	66%
<u>Expenditures & Transfers</u>			
<u>Water</u>			
Administration	\$ 350,977	\$ 248,369	71%
Treatment Plant	726,654	420,304	58%
System Testing	36,000	14,401	40%
Pump Stations	123,793	57,391	46%
Distribution System	393,195	295,333	75%
Reservoir	19,191	7,873	41%
Meters	288,507	41,494	14%
Hydrants	214,868	129,062	60%
<u>Sewer</u>			
Administration	\$ 348,160	\$ 239,887	69%
Plant Operations	938,779	481,815	51%
System Testing	18,000	10,340	57%
Lift Stations	230,206	138,671	60%
Collection System	378,085	228,415	60%
Total Operating Expenditures	\$ 4,066,415	\$ 2,313,355	57%
Transfer to Other Funds			
Leave Cash Out	\$ 12,216	\$ -	0%
GF Admin Fees	-	-	0%
Other	15,597	-	0%
Total Transfer to Other Funds	\$ 27,813	\$ -	0%
Transfers to CARMA			
Water	\$ 325,376	\$ -	0%
Sewer	288,758	-	0%
Total Transfer to CARMA Funds	\$ 614,134	\$ -	0%
Total Expenditures & Transfers	\$ 4,708,362	\$ 2,313,355	49%
Net Revenues Over(Under) Expenditures	\$ 0	\$ 810,333	

Port and Harbor Fund
Expenditure Report
Actuals through February 2025
67% Fiscal Year Elapsed

Current Fiscal Analysis

	FY25 ADOPTED BUDGET	FY25 YTD ACTUAL	
		\$	%
<u>Revenues</u>			
Administration	\$ 640,736	\$ 544,649	85%
Harbor	4,045,337	3,396,086	84%
Pioneer Dock	302,106	199,328	66%
Fish Dock	578,477	467,308	81%
Deep Water Dock	188,651	172,592	91%
Outfall Line	4,800	4,800	100%
Fish Grinder	7,390	6,460	87%
Load and Launch Ramp	130,000	59,140	45%
Total Revenues	\$ 5,897,497	\$ 4,850,363	82%
<u>Expenditures & Transfers</u>			
Administration	\$ 1,227,954	\$ 864,709	70%
Harbor	1,658,848	964,026	58%
Pioneer Dock	89,120	60,888	68%
Fish Dock	817,052	422,419	52%
Deep Water Dock	107,656	89,004	83%
Outfall Line	13,500	3,140	23%
Fish Grinder	45,150	15,854	35%
Harbor Maintenance	558,501	347,590	62%
Main Dock Maintenance	54,546	31,836	58%
Deep Water Dock Maintenance	65,046	33,710	52%
Load and Launch Ramp	141,549	83,796	59%
Total Operating Expenditures	\$ 4,778,920	\$ 2,916,971	61%
Transfer to Other Funds			
Leave Cash Out	\$ 49,513	\$ -	0%
GF Admin Fees	-	-	0%
Debt Service	0	-	0%
Other	380,573	-	0%
Total Transfer to Other Funds	\$ 430,086	\$ -	0%
Transfers to Reserves			
Harbor	\$ 688,491	\$ -	0%
Load and Launch Ramp	-	-	0%
Total Transfer to Reserves	\$ 688,491	\$ -	0%
Total Expenditures & Transfers	\$ 5,897,496	\$ 2,916,971	49%
Net Revenues Over(Under) Expenditures	\$ 0	\$ 1,933,392	



MEMORANDUM

Ordinance 25-07, An Ordinance of the City Council of Homer, Alaska Amending the FY25 Capital Budget by Appropriating \$67,480.81 from the Homer Accelerated Water and Sewer Program (HAWSP) for the Purpose of Reimbursing Seven Property Owners in the Bunnell Ave/Charles Way Special Assessment District for the Cost of E-One Lift Stations.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: March 3, 2025
From: Melissa Jacobsen, City Manager

Chris Long and I met this morning to discuss the E-One lift station matter on his property.

The cost to the City to purchase and install the lift stations was \$12,400 per property on 11 properties. Mr. Long provided invoices to the City in the total of \$17,951.68 as shown on his invoices included in the back up materials to Ordinance 25-07. The difference between the two costs is \$5,551.68.

At this meeting Council can determine if they prefer to

- Reimburse the portion of the assessment that Mr. Long paid for the lift station installation for the other 11 properties, \$2,648.71.
- Reimburse Mr. Long for the amount of the contractors cost to the City to purchase and install the lift stations on properties with a residence, \$12,400.
- Reimburse Mr. Long for the \$12,400, plus roughly the difference of his cost, for a total of \$14,000.
- Determine another amount for reimbursement.

Depending what action the Council decides, a brief at-ease will be requested to draft appropriate amendments to Ordinance 25-07.



MEMORANDUM

Ordinance 25-07, An Ordinance of the City Council of Homer, Alaska Amending the FY25 Capital Budget by Appropriating \$67,480.81 from the Homer Accelerated Water and Sewer Program (HAWSP) for the Purpose of Reimbursing Seven Property Owners in the Bunnell Ave/Charles Way Special Assessment District for the Cost of E-One Lift Stations.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: March 3, 2025
From: Melissa Jacobsen, City Manager

When the Bunnell Ave/Charles Way Special Assessment District (SAD) was formed in March, 2022, there had been a lot of going back and forth between the City and the residents in the district to come up with an assessment methodology to get the SAD to pass. The City had strong interest in the district to get water and sewer to the City property at Bishops Beach and the methodology was adjusted to a benefited area method considering developable land per lot, with the intent of putting the most cost of the assessment district on the City's parcel, thereby creating smaller assessments for the other property owners.

The properties in this district are lower than the gravity sewer line that services the area, so each residence needs a lift station to pump the sewage up to the gravity sewer line and on to the sewer treatment plant. Property owners in the district were notified by mail in November, 2021 that properties with a residence would have a lift station purchased and installed so the cost could be financed through the SAD. It wasn't feasible to install lift stations on the vacant lots because it's harmful to the unit for it to sit in the ground unused and freeze/thaw through the winter months. Also a site plan is necessary for development on a property to determine where the lift station needs to be placed in relation to the structure.

When this district was created, Mr. Long was part owner of one lot that already has sewer and did not receive a sewer assessment. According to KPB ownership history he acquired the vacant lot in question in March, 2024 with intent to develop it and raised the issue to Public Works of having to purchase his own lift station, when they were provided to others in the district.

From the administration's perspective, it's clear that lift stations could not be installed on vacant lots in the district, and that they had to be installed for the 11 developed lots to be able to connect to the system as required. The City attempted to assist property owners by including the purchase and installation of the lift stations for those required to have them to connect. However, the City erred in

mistakenly distributing the cost district wide instead of charging the full cost of the lift stations and installation to the benefitted property owners only. From our perspective, we are responsible to pay back property owners that were incorrectly assessed for a benefit they did not receive.

I will be meeting with Mr. Long prior to the March 10th Council meeting and will provide follow up information in the supplemental packet.

Recommendation: A recommendation will be developed and provided in the March 10th supplemental packet.



MEMORANDUM

Ordinance 25-07, An Ordinance of the City Council of Homer, Alaska Amending the FY25 Capital Budget by Appropriating \$67,480.81 from the Homer Accelerated Water and Sewer Program (HAWSP) for the Purpose of Reimbursing Seven Property Owners in the Bunnell Ave/Charles Way Special Assessment District for the Cost of E-One Lift Stations.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: January 30, 2025
From: Melissa Jacobsen, City Manager

At the January 27, 2025 meeting Council requested information explaining the assessment methodology used to assess property owners in the Charles Way/Bunnell Ave Special Assessment District (SAD).

The benefitted area methodology was initially proposed in Resolution 21-057 by former Public Works Director Keiser for this SAD and at the December 13, 2021 regular council meeting property owners in the district spoke out against the methodology. After substitutions and several postponements, Resolution 21-057(S-2) failed on March 14, 2022.

In the time between December 13, 2021 and March 14, 2022 meetings, Ms. Keiser proposed a hybrid methodology that would use both equal shares and benefitted methods for assessing this SAD. Council adopted Ordinance 22-11(S)(A) and amended Title 17 to include a definition of hybrid methodology to make this a legal option. "Hybrid method" means an assessment method allocating costs between lots in a district using a combination of methods defined in this chapter.

In addition, there is language in Title 17 definitions defining developable land. Developable land is "land that, in the discretion of the Public Works Director, can be reasonably developed for uses permitted within the property's zoning district". Using this language, Ms. Keiser created a developable area of the benefitted area methodology, and notified property owners in the SAD that this developable land methodology would be used to assess properties in the district. A chart in the attachments shows the breakdown of developable land computations.

Resolution 22-017(A) was adopted on March 14, 2022 and approved the hybrid methodology using equal shares and benefitted area methods, and limiting the benefitted area to the developable area.

Following that, Resolution 22-023, correcting dollar amounts, was adopted March 29, 2023 and superseded Resolution 22-017(A).

The reimbursements identified in Ordinance 25-07 uses the methodology described above to calculate the amounts for the reimbursements to property owners.

There is the question of whether this is an appropriate way to “make it right” for those properties who did not receive the benefit of the E-One lift stations. Staff struggled with the notion of what’s fair and equitable because there doesn’t seem to be an easy answer. The lift stations couldn’t be installed on properties without structures because that would limit future ability to improve the property and the lift stations shouldn’t sit unused over the winter months.

RECOMMENDATION: Options Council could consider-

- Adopt Ordinance 25-07 as is.
- Remove the City’s reimbursement amount and disperse it among the other owners who did not receive the lift stations.
- Postpone Ordinance 25-07 and
 - Ask staff to recalculate a more equitable reimbursement based on the actual benefit other property owners received, and
 - Determine a timeline and method for holding these reimbursement funds, and criteria to reimburse property owners when they develop their property.

Attachments:

- Memorandum dated January 6, 2022 from Public Works Director Keiser to property owners in the Bunnell Road/Charles Way Neighborhood
- Resolution 22-023 and attachments



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

January 11, 2022

Dear Property Owner,

The Charles Way/Bunnell Avenue Water and Sewer Special Assessment District (SAD) has been amended to use a Developable Area methodology and reduce the size of the improvement district.

Enclosed with this letter you will find a memorandum from Public Works Director Jan Keiser explaining the changes, an updated Estimated Project Costs for both the water and sewer, and an updated preliminary assessment roll.

A resolution to acknowledge the sufficiency of the Charles Way/Bunnell Avenue Water and Sewer SAD and approving the improvement plan, estimated cost of improvement, and assessment methodology will be before Council at their regular meeting on January 24, 2022. The meeting begins at 6:00 p.m. and will be conducted in person at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and virtually by Zoom Webinar ID: 205 093 973 and Passcode: 610853.

A notice of public hearing and right to object was mailed to property owners in the Charles Way/Bunnell Avenue Water and Sewer SAD on June 3, 2021 and a public hearing was held on August 9, 2021. City Council postponed action on this matter to allow Public Works to address the concerns raised by property owners, postponed a second time to allow for noticing property owners of the updated district boundaries, methodology, and estimated assessment amounts and then postponed a third time at the request of the Public Works Director (Memorandum 21-190) to allow additional time for further review of the proposed project.

If the proposed methodology is accepted by City Council at their January 24, 2022 Regular Meeting a Notice of Objection packet will be distributed to all property owners on the amended Preliminary Assessment Roll.

The City Council Agenda Packet and copies of the resolution and supporting documents will be posted on the City of Homer website by the end of day, Thursday, January 20, 2022.

Please feel free to contact the City Clerk's Office at the number or email shown above if you have questions.

Respectfully,

Renee Krause, MMC
Deputy City Clerk

Enc: Memorandum from Public Works Director dated January 6, 2022
Estimated Construction Costs for water and Sewer
Estimated Property Owner Developable Area Methodology Spreadsheet
Amended Preliminary Assessment Roll Developable Area Method 01/11/22



City of Homer

www.cityofhomer-ak.gov

Public Works

3575 Heath Street
Homer, AK 99603

publicworks@cityofhomer-ak.gov

(p) 907- 235-3170

(f) 907-235-3145

Memorandum

TO: Property Owners in Bunnell Road/Charles Way Neighborhood

FROM: Janette Keiser, PE, Director of Public Works

DATE: January 6, 2022

SUBJECT: Update – Charles Way /Bunnell Ave Water & Sewer Special Assessment Districts

Purpose of Memorandum: The City Council, at their regular meeting of December 13, 2021, postponed action on Resolution 21-057(S), acknowledging the sufficiency of the Bunnell Avenue/Charles Way Water and Sewer Improvement Special Assessment Districts. This was done at my request so we could re-evaluate the method of assessment. The purpose of this Memorandum is to report on the re-evaluation.

Method of Assessment. I looked for a better way of spreading the assessments around the neighborhood. My first strategy was to look at what it would cost if we brought the water and sewer lines to Bishop's Beach Park as a capital project and then allowed property owners, on their own, to connect to the new mains after they were installed. This is actually the cheapest option for the City, because, under this option, the City is responsible for the least amount of pipe, etc. The estimated cost of this option, to the City, is \$126,000. The City's involvement as a property owner participant, under the Benefitted Area method, including both the City's share of the assessment and the contribution through HAWSP, is \$317,634. If you include the ADEC grant of \$225,690, the City's monetary contribution is even higher – \$543,324. So, using the Special Assessment District process and including the City as a property owner participant is the most economical way, from the perspective of the private land owners, to bring City water and sewer to the neighborhood.

Further, since Bishop's Beach Park is the largest parcel in the neighborhood, the "Benefitted Area" method of assessment is the best way to assess the Park for the full value of benefit received; that is, the Benefitted Area of the Park is the full acreage of the Park.

My second strategy was to consider only the "Developable Area" of the Benefitted Area. This is a method of computation allowed under the Homer City Code, which I overlooked in my earlier research until it was brought to my attention by Mr. & Mrs. Vann. For the 7500 SF lots, for all practical purposes, the Developable Area is the same as the lot size, so the proposed assessment doesn't change much. For the City, the Developable Area of Bishop's Beach Park is the entire parcel, so the proposed assessment increases.

The City's GIS Technician computed the Developable Area of the lot owned by the Vann Revocable Trust at 19,970 SF, considering the current location of the bluff and the 20 foot building setback on Charles Way. This is less than the Developable Area computed by the Vanns' surveyor – 22,149 SF. This significantly reduces the Vann's assessment to a number that is less than the number originally proposed in early 2021.

The new assessment computations are based on the Developable Area.

Concept Cost Estimate

BUNNELL/CHARLES WAY SAD WATER IMPROVEMENT

2/23/2021

Construction Cost

	quantity	unit	unit price	cost
Mobilization	1	LS	\$ 50,000	\$ 50,000
Clearing/Grubbing	1	LS	\$ 1,900	\$ 1,900
8" HDPE Main	2100	LF	\$ 90	\$ 189,000
8" Valve	8	EA	\$ 5,000	\$ 40,000
Fire Hydrant	2	EA	\$ 7,500	\$ 15,000
1" water service	21	EA	\$ 1,750	\$ 36,750
Connect to Existing	2	EA	\$ 1,750	\$ 3,500
Type II Gravel	1000	CY	\$ 30	\$ 30,000
Pipe Bedding	100	CY	\$ 27	\$ 2,700
Traffic Control	1	LS	\$ 10,000	\$ 10,000
Seeding	200	MSF	\$ 70	\$ 14,000
Construction Survey	1	LS	\$ 10,000	\$ 10,000
SWPP Plan	1	LS	\$ 5,000	\$ 5,000
Geotextile Fabric	1000	SY	\$ 8	\$ 8,000
Utility Relocation/protection	1	LS	\$ 15,000	\$ 15,000

\$ 430,850

Construction	\$ 430,850
Design (10%)	\$ 43,085
Inspection (4%)	\$ 17,234
City Administration (3%)	\$ 12,926
Contingency (5%)	\$ 21,543

Subtotal Project Cost \$ 525,637

Less: ADEC Principal Forgiveness \$ 225,690

Total Project Cost \$ 299,947

Property Owner Share \$ 224,960

City (HAWSP) Share \$ 74,987

BUNNELL/CHARLES WAY SAD SEWER IMPROVEMENT
11/15/2021

Construction Cost

	quantity	unit	unit price	cost
Mobilization	1	LS	\$ -	\$ -
Furnish & Install Flushing Valve	3	LF	\$ 4,000	\$ 12,000
Directional drill 2" HDPE (material separate)	1180	LF	\$ 55	\$ 64,900
Furnish & Install 2" HDPE SDR 11 Pipe	1180	LF	\$ 10	\$ 11,800
Sanitary Sewer Manhole	1	EA	\$ 15,000	\$ 15,000
Furnish & Install Pressure Sewer Service Stubout	17	EA	\$ 4,000	\$ 68,000
Furnish & Install E-One Lift Station to existing building	15	EA	\$ 12,000	\$ 180,000
Connect to Existing	1	EA	\$ 750	\$ 750
Traffic Control	0	LS	\$ -	\$ -
Construction Survey	0	LS	\$ -	\$ -
SWPP Plan	0	LS	\$ -	\$ -
Geotextile Fabric	0	SY	\$ 8	\$ -
Exist. Utility Protection	0	LS	\$ 4,500	\$ -

\$ 352,450

Construction	\$ 352,450
Design (8%)	\$ 28,196
Inspection (3%)	\$ 10,574
City Administration (5%)	\$ 9,379
Contengency (5%)	\$ 17,623

Total Project Cost	\$ 418,221
Property Owner Share	\$ 313,666
City (HAWSP) Share	\$ 104,555

Reduced area quantity	Reduced area unit	Reduced area cost
-----------------------	-------------------	-------------------

0	LS	\$ -
2	EA	\$ 8,000
550	LF	\$ 30,250
550	LF	\$ 5,500
1	EA	15,000
2	EA	\$ 8,000
1	EA	\$ 12,000
1	EA	\$ 750
0	EA	\$ -
0	EA	\$ -
0	EA	\$ -
0	SY	\$ -
0	LS	\$ -

\$ 79,500
\$ 6,360
\$ 2,385
\$ 3,975
\$ 3,975

\$ 96,195
\$ 72,146
\$ 24,049

Property Owner Share \$224,960
City (HAWSP) Share \$74,987

	Legal Description	KPB Parcel ID #	Owner	Frontage (ft)	Lot Area (SF)	Benefitted Area *	Estimated Assessment Based on Developable Area Method
3	WR Benson Subd Amended, Lot 154	17716418	Dam Revocable Trust	50	7500	7500	\$4,977
4	WR Benson Subd Amended, Lot 153	17716417	Guetschow	50	7500	7500	\$4,977
5	WR Benson Subd Amended, Lot 152	17716416	Logan	50	7500	7500	\$4,977
6	WR Benson Subd Amended, Lot 151	17716415	Long	50	7500	7500	\$4,977
7	WR Benson Subd Amended, Lot 150	17716414	Connolly	50	7500	7500	\$4,977
14	WR Benson Subd Amended, Lot 162	17716444	Lindsey/Savidge	50	7500	7500	\$4,977
15	WR Benson Subd, 2008 Replat, Lot 165-A	17716452	Johnson	100	15000	15000	\$9,955
16	WR Benson Subd Amended, Lot 167	17716439	Larson/Raupp	50	7500	7500	\$4,977
17	WR Benson Subd Amended, Lot 168	17716438	Baughner	50	7500	7500	\$4,977
18	WR Benson Subd Amended, Lot 169	17716437	Baughner	50	7500	7500	\$4,977
19	WR Benson Subd Amended, Lot 171	17716435	Vernon	50	7500	7500	\$4,977
20	WR Benson Subd Amended, Lot 172	17716434	Vernon	50	7500	7500	\$4,977
21	WR Benson Subd Amended, Lot 173	17716433	Logan IRA LLC	50	7500	7500	\$4,977
22	WR Benson Subd Amended, Lot 174	17716432	Logan IRA LLC	50	7500	7500	\$4,977
23	WR Benson Subd Amended, Lot 175	17716431	Hillstrand	50	7500	7500	\$4,977
24	WR Benson Subd Amended, Lot 176	17716430	Hillstrand	50	7500	7500	\$4,977
25	Bishop's Beach Park	17714010	City of Homer	494	150718	150718	\$100,025
26	Portion of Government Lot 2, T 6S R 13W S 20	17714009	Johnson	200	108464	40782	\$27,065
27	Portion of Government Lot 2, T 6S R 13W S 20	17714008	Vann Revocable Trust	400	54450	19970	\$13,253
				1944	441132	338970	\$224,960

* benefitted area is the usable front 200 feet of the lot.

20 yr financing, interest rate 2%,

Property Owner Share \$313,666
City (HAWSP) Share \$104,555

Legal Description	KPB Parcel ID #	Owner	Lot Area (SF)	Benefitted Area* (SF)	Estimated Assessment based on Benefitted Area
3	WR Benson Subd Amended, Lot 154	17716418	Dam Revocable Trust	7500	\$7,097
4	WR Benson Subd Amended, Lot 153	17716417	Guetschow	7500	\$7,097
5	WR Benson Subd Amended, Lot 152	17716416	Logan	7500	\$7,097
6	WR Benson Subd Amended, Lot 150	17716414	Connolly	7500	\$7,097
10	WR Benson Subd Amended, Lot 162	17716444	Lindsey/Savidge	7500	\$7,097
11	WR Benson Subd, 2008 Replat, Lot 165-A	17716452	Johnson	15000	\$14,194
12	WR Benson Subd Amended, Lot 167	17716439	Larson/Raupp	7500	\$7,097
13	WR Benson Subd Amended, Lot 168	17716438	Baughner	7500	\$7,097
14	WR Benson Subd Amended, Lot 169	17716437	Baughner	7500	\$7,097
15	WR Benson Subd Amended, Lot 171	17716435	Vernon	7500	\$7,097
16	WR Benson Subd Amended, Lot 172	17716434	Vernon	7500	\$7,097
17	WR Benson Subd Amended, Lot 173	17716433	Logan IRA LLC	7500	\$7,097
18	WR Benson Subd Amended, Lot 174	17716432	Logan IRA LLC	7500	\$7,097
19	WR Benson Subd Amended, Lot 175	17716431	Hillstrand	7500	\$7,097
20	WR Benson Subd Amended, Lot 176	17716430	Hillstrand	7500	\$7,097
21	Bishop's Beach Park	17714010	City of Homer	150718	\$142,622
22	Portion of Government Lot 2, T 6S R 13W S 20	17714009	Johnson	108464	\$38,591
23	Portion of Government Lot 2, T 6S R 13W S 20	17714008	Vann Revocable Trust	54450	\$18,897
433632 331470					\$313,666

* benefitted area is the front 200 feet of the lot.

AMENDED PRELIMINARY ASSESSMENT ROLL (Developable Area Method 01/11/22)

PROJECT NAME: **Bunnell Avenue/Charles Way Water & Sewer Improvement Special Assessment District** DATE: **June 3, 2021**

TOTAL ESTIMATED PROJECT WATER: ~~\$509,167~~ **\$473,787** **\$525,637** TOTAL ESTIMATED PROJECT SEWER: ~~\$631,834~~ **\$514,153** **\$418,221**
Districts shall be assessed 75% property owner share of the project. Benefitted property owners will be required to pay that portion of the cost through the formation of a Special Assessment District:
WATER: ~~\$212,608~~ **\$186,073** **\$224,960** SEWER: ~~\$473,875~~ **\$385,615** **\$313,666**
HOMER ACCELERATED WATER AND SEWER PROGRAM (HAWSP) SHARE: WATER: ~~\$70,869~~ **\$62,024** **\$74,987** SEWER: ~~\$157,958~~ **\$128,538** **\$104,555**
ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION PRINCIPAL FORGIVENESS GRANT: WATER PROJECTS ONLY: \$225,690

	PROPERTY OWNER NAME & ADDRESS	LEGAL DESCRIPTION & PARCEL NUMBER	ASSESSED PROPERTY VALUE	ASSESSED ESTIMATED PROPERTY OWNER SHARE OF ASSESSMENT ASSESSMENT METHOD
3	DAM REVOCABLE TRUST 2019 1477 BAY AVE HOMER AK 99603-7941	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 154 #17716418	\$52,600	Water \$7874 <u>\$4,359</u> <u>\$4,977</u> Sewer \$20603 <u>\$9,249</u> <u>\$7,097</u>
4	GUETSCHOW RUBEN PO BOX 1071 PAHOA HI 96778-1071	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 153 #17716417	\$47,900	Water \$7874 <u>\$4,359</u> <u>\$4,977</u> Sewer \$20603 <u>\$9,249</u> <u>\$7,097</u>
	LOGAN CHRISTINA ARLYNE LOGAN CHRISTINA 2303 TULIK DR ANCHORAGE AK 99517-1132	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 152 #17716416	\$45,900	Water \$7874 <u>\$4,359</u> <u>\$4,977</u> Sewer \$20603 <u>\$9,249</u> <u>\$7,097</u>
6.	LONG CHRIS 879 LINDA CT HOMER, AK 99603-7222	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 151 #17716415	\$244,200	Water \$7874 <u>\$4,359</u> <u>\$4,977</u> (Property has sewer)
7	CONNOLLY NANCY C 303 TORQUAY CT UNIT B RIDGE NY 11961-8358	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 150 #17716414	\$49,600	Water \$7874 <u>\$4,359</u> <u>\$4,977</u> Sewer \$20603 <u>\$9,249</u> <u>\$7,097</u>
14	LINDSEY RONALD J SAVIDGE BARBARA A PO BOX 1867 HOMER AK 99603-1867	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 162 #17716444	\$85,900	Water \$7874 <u>\$4,359</u> <u>\$4,977</u> Sewer \$20603 <u>\$9,249</u> <u>\$7,097</u>

AMENDED PRELIMINARY ASSESSMENT ROLL (Developable Area Method 01/11/22)

PROJECT NAME: Bunnell Avenue/Charles Way Water & Sewer Improvement Special Assessment District DATE: June 3, 2021

TOTAL ESTIMATED PROJECT WATER: ~~\$509,167~~ ~~\$473,787~~ **\$525,637** TOTAL ESTIMATED PROJECT SEWER: ~~\$631,834~~ ~~\$514,153~~ **\$418,221**
 Districts shall be assessed 75% property owner share of the project. Benefitted property owners will be required to pay that portion of the cost through the formation of a Special Assessment District: WATER: ~~\$212,608~~ ~~\$186,073~~ **\$224,960** SEWER: ~~\$473,875~~ ~~\$385,615~~ **\$313,666**

HOMER ACCELERATED WATER AND SEWER PROGRAM (HAWSP) SHARE: WATER: ~~\$70,869~~ ~~\$62,024~~ **\$74,987** SEWER: ~~\$157,958~~ ~~\$128,538~~ **\$104,555**
 ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION PRINCIPAL FORGIVENESS GRANT: WATER PROJECTS ONLY: \$225,690

PROPERTY OWNER NAME & ADDRESS	LEGAL DESCRIPTION & PARCEL NUMBER	ASSESSED PROPERTY VALUE	ASSESSED ESTIMATED PROPERTY OWNER SHARE OF ASSESSMENT
15 JOHNSON PAUL MATTHEW 124 E 23 RD AVE ANCHORAGE, AK 99503-2010	T 6S R 13W SEC 20 Seward Meridian HM 2008066 W R BENSON'S SUB 2008 REPLAT LOT 165-A #17716452	\$186,200	Water \$7874 \$8,717 \$9,955 Sewer \$20603 \$18,498 \$14,194
16 LARSON BJORN & RAUPP SASHA H PO BOX 1435 HOMER AK 99603-1435	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 167 #17716439	\$51,500	Water \$7874 \$4,359 \$4,977 Sewer \$20603 \$9,249 \$7,097
17 BAUGHER TINA M 209 W DIMOND BLVD STE 4 ANCHORAGE AK 99515-1932	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 168 #17716438	\$50,700	Water \$7874 \$4,359 \$4,977 Sewer \$20603 \$9,249 \$7,097
18	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 169 #17716437	\$43,300	Water \$7874 \$4,359 \$4,977 Sewer \$20603 \$9,249 \$7,097
19 VERNON ROBERT GORDON PO BOX 3 HOMER AK 99603-0003	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 171 #17716435	\$157,400	Water \$7874 \$4,359 \$4,977 Sewer \$20603 \$9,249 \$7,097
20	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 172 #17716434	\$41,300	Water \$7874 \$4,359 \$4,977 Sewer \$20603 \$9,249 \$7,097
21 LOGAN IRA LLC 2303 TULIK DR ANCHORAGE AK 99517-1132	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 173 #17716433	\$175,200	Water \$7874 \$4,359 \$4,977 Sewer \$20603 \$9,249 \$7,097
22	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 174 #17716432	\$58,100	Water \$7874 \$4,359 \$4,977 Sewer \$20603 \$9,249 \$7,097

AMENDED PRELIMINARY ASSESSMENT ROLL (Developable Area Method 01/11/22)

PROJECT NAME: **Bunnell Avenue/Charles Way Water & Sewer Improvement Special Assessment District** DATE: **June 3, 2021**

TOTAL ESTIMATED PROJECT WATER: \$509,167 ~~\$473,787~~ **\$525,637** TOTAL ESTIMATED PROJECT SEWER: \$631,834 ~~\$514,153~~ **\$418,221**

Districts shall be assessed 75% property owner share of the project. Benefitted property owners will be required to pay that portion of the cost through the formation of a Special Assessment District:

WATER: \$212,608 ~~\$186,073~~ **\$224,960** SEWER: \$473,875 ~~\$385,615~~ **\$313,666**
 HOMER ACCELERATED WATER AND SEWER PROGRAM (HAWSP) SHARE: WATER: \$70,869 ~~\$62,024~~ **\$74,987** SEWER: \$157,958 ~~\$128,538~~ **\$104,555**
 ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION PRINCIPAL FORGIVENESS GRANT: WATER PROJECTS ONLY: \$225,690

	PROPERTY OWNER NAME & ADDRESS	LEGAL DESCRIPTION & PARCEL NUMBER	ASSESSED PROPERTY VALUE	ASSESSED ESTIMATED PROPERTY OWNER SHARE OF ASSESSMENT ASSESSMENT METHOD
23	HILLSTRAND NANCY PO BOX 7 HOMER AK 99603-0007	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 175 #17716231	\$102,100	Water \$7874 \$4,359 <u>\$4,977</u> Sewer \$20603 \$9,249 <u>\$7,097</u>
24		T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 176 #17716430	\$36,000	Water \$7874 \$4,359 <u>\$4,977</u> Sewer \$20603 \$9,249 <u>\$7,097</u>
25	HOMER CITY OF 491 E PIONEER AVE HOMER AK 99603-7624	T 6S R 13W SEC 20 Seward Meridian HM 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 D EG 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 592.6 FT TO CORNER 4 TH N 89 DEG 57'37" W ALONG N BOUNDRY O F GL 2 494.3 FT TO POB SAVE & EXC THAT PTN DESCRIBED IN W/D 88 @ 820 #17714010	\$593,900	Water \$7874 \$23,700 \$100,025 Sewer \$20603 \$102,613 \$142,622
26	JOHNSON PAUL MATTHEW 124 E 23RD AVE ANCHORAGE, AK 99503-2010	T 6S R 13W SEC 20 Seward Meridian HM PTN GL 2 BEGIN 400 FT E OF 1/16 CRNR COMMO N TO SEC 19 & 20 TH E 200 FT ALONG N BOUND OF GL 2 TH S TO BEACH LINE TH W 200 F T TH 339 FT N TO POB #17714009	\$4,300	Water \$7874 \$23,700 \$27,065 Sewer \$20603 \$50,293 \$38,591
27	VANN REVOCABLE TRUST PO BOX 561 KASIOLOF AK 99610-0561	T 6S R 13W SEC 20 Seward Meridian HM PTN GL 2 BEGIN INTERSECTION OF N BOUNDARY LT 2 & RR ROW TH E TO PT 400 FT FROM 1/16 CRNR TH S TO BEACH TH NW 100 FT TH N T O NORTH SIDE OF OLD RR ROW TH NW TO POB #17714008	\$248,000	Water \$7874 \$39,924 \$13,253 Sewer \$20603 \$84,722 \$18,897

**CITY OF HOMER
HOMER, ALASKA**

City Clerk

RESOLUTION 22-023

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
ACKNOWLEDGING THE SUFFICIENCY OF THE BUNNELL
AVENUE/CHARLES WAY WATER AND SEWER IMPROVEMENT
SPECIAL ASSESSMENT DISTRICTS AND APPROVING THE
IMPROVEMENT PLAN, ESTIMATED COST OF IMPROVEMENTS AND
ASSESSMENT METHODOLOGY, AND SUPERSEDING RESOLUTION
22-017(A).

WHEREAS, The Homer City Council adopted Resolution 21-030 initiating the process to
form the Bunnell Avenue/Charles Way Water and Sewer Special Improvement Districts
(Bunnell Avenue/Charles Way SAD); and

WHEREAS, The Bunnell Avenue/Charles Way Water and Sewer SAD boundaries includes
property fronting Bunnell Avenue and Charles Way; and

WHEREAS, A neighborhood meeting was held on May 27, 2021 where property owners
were provided conceptual cost estimates for water and sewer, proposed district maps, and
property owner assessment projections; and

WHEREAS, A Notice of Public Hearing for August 9, 2021 and Notice of Right to Object
and was mailed to property owners on June 4, 2021 in accordance with Homer City Code
17.02.050; and

WHEREAS, Pursuant to HCC 17.02.050 (b) if owners of real property that would bear 50
percent or more of the assessed cost of the improvement file timely written objections, the
Council may not proceed with the improvement unless it revises the improvement plan to
reduce the assessed cost to less than 50% of the assessed cost of the improvement; and

WHEREAS, The deadline to receive written objections was August 8, 2021 and two
written objections were received, with one additional object coming in after the deadline; and

WHEREAS, Following the public hearing at the August 9, 2021 regular City Council
meeting Council postponed action on Resolution 21-057 to provide the Public Works Director
the opportunity to consider amending the boundaries and assessment methodology, and
consider existing service through spaghetti for some properties; and

WHEREAS, Action on this matter was further postponed to provide written public notice on different iterations of assessment methodologies for property owner consideration; and

WHEREAS, On February 10, 2022 the City Clerk's Office mailed notice to property owners in the Bunnell Avenue/Charles Way SAD of a proposed hybrid method of assessment, an informational memorandum from the Public Works Director, preliminary assessment roll, and a statement of objection to special assessment district with a deadline of 5:00 p.m. March 14, 2022 to object; and

WHEREAS, One objection was received; and

WHEREAS, Resolution 21-057(S-2) proposing a benefitted method of assessment was voted down on March 14, 2022 to take up this resolution recommending the hybrid method of assessment.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska acknowledges the sufficiency of the Bunnell Avenue/Charles Way SAD and the petition bears sufficient support that the improvements are necessary and benefit the properties included in attachment A.

BE IT FURTHER RESOLVED that the City Council hereby approves the improvement plan, estimated costs of improvement as follows:

- The estimated cost of the sewer improvements is \$418,221 with property owners paying 75% (\$313,666) and the Homer Accelerated Water and Sewer Program (HAWSP) paying 25% (\$104,555) of the costs; and
- The estimated cost of the water improvements, including the \$225,690 Principal Forgiveness Subsidy, is \$299,947, with property owners paying 75% (\$224,960) and the Homer Accelerated Water and Sewer Program (HAWSP) paying 25% (\$74,987) of the costs.

BE IT FURTHER RESOLVED the assessment method will be a hybrid method based on the following findings of the Public Work Director:

Finding #1 – The Hybrid Method results in the fairest distribution of costs among the private property owners. We did some sensitivity analysis to find the fairest distribution of costs. We computed what the assessments would be using Equal Share Method and the Benefitted Area Method, limiting the application of the Benefitted Area Method to the Developable Area, as provided in HCC 17.01.010. Then, we created a Proposed Assessment Roll, which applies the lesser computation for a particular property. For

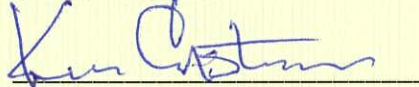
the smaller lots, the lesser computation is the Benefitted Area Method. For the larger lots, the lesser computation is the Equal Share Method. The Benefitted Area Method penalizes the larger lots who will receive no greater benefit for their higher assessment.

Finding #2 – The Hybrid Method does not unreasonably penalize the City as the owner of Bishop’s Beach Park. The Hybrid Method results in a proposed assessment for the City, which is about 15% higher than what it would be under the Benefitted Area Method. This is appropriate as this park, one of Homer’s most popular, provides community-wide benefit.

BE IT FURTHER RESOLVED that this supersedes Resolution 22-017(A).

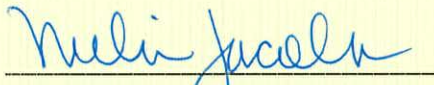
PASSED AND ADOPTED by the Homer City Council this 29th day of March, 2022.

CITY OF HOMER



KEN CASTNER, MAYOR

ATTEST:



MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Note: HAWSP \$104,555–Sewer and \$74,987- Water



AMENDED PRELIMINARY ASSESSMENT ROLL (Hybrid Method 02/10/22) Attachment A to Resolution 22-023

PROJECT NAME: **Bunnell Avenue/Charles Way Water & Sewer Improvement Special Assessment District** DATE: **June 3, 2021**

TOTAL ESTIMATED PROJECT WATER: ~~\$509,167~~ ~~\$473,787~~ **\$525,637** TOTAL ESTIMATED PROJECT SEWER: ~~\$631,834~~ ~~\$514,153~~ **\$418,221**
 Districts shall be assessed 75% property owner share of the project. Benefitted property owners will be required to pay that portion of the cost through the formation of a Special Assessment District:
 WATER: ~~\$212,608~~ ~~\$186,073~~ **\$224,960** SEWER: ~~\$473,875~~ ~~\$385,615~~ **\$313,666**
 HOMER ACCELERATED WATER AND SEWER PROGRAM (HAWSP) SHARE: WATER: ~~\$70,869~~ ~~\$62,024~~ **\$74,987** SEWER: ~~\$157,958~~ ~~\$128,538~~ **\$104,555**
 ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION PRINCIPAL FORGIVENESS GRANT: WATER PROJECTS ONLY: \$225,690

	PROPERTY OWNER NAME & ADDRESS	LEGAL DESCRIPTION & PARCEL NUMBER	ASSESSED PROPERTY VALUE	ASSESSED ESTIMATED PROPERTY OWNER SHARE OF ASSESSMENT ASSESSMENT METHOD
3	DAM REVOCABLE TRUST 2019 1477 BAY AVE HOMER AK 99603-7941	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 154 #17716418	\$52,600	Water \$7874 \$4,359 \$4,977 Sewer \$20603 \$9,249 \$7,097
4	GUETSCHOW RUBEN PO BOX 1071 PAHOA HI 96778-1071	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 153 #17716417	\$47,900	Water \$7874 \$4,359 \$4,977 Sewer \$20603 \$9,249 \$7,097
5	LOGAN CHRISTINA ARLYNE LOGAN CHRISTINA 2303 TULIK DR ANCHORAGE AK 99517-1132	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 152 #17716416	\$45,900	Water \$7874 \$4,359 \$4,977 Sewer \$20603 \$9,249 \$7,097
6.	LONG CHRIS 879 LINDA CT HOMER, AK 99603-7222	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 151 #17716415	\$244,200	Water \$7874 \$4,359 \$4,977 (Property has sewer)
7	CONNOLLY NANCY C 303 TORQUAY CT UNIT B RIDGE NY 11961-8358	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 150 #17716414	\$49,600	Water \$7874 \$4,359 \$4,977 Sewer \$20603 \$9,249 \$7,097
14	LINDSEY RONALD J SAVIDGE BARBARA A PO BOX 1867 HOMER AK 99603-1867	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 162 #17716444	\$85,900	Water \$7874 \$4,359 \$4,977 Sewer \$20603 \$9,249 \$7,097

AMENDED PRELIMINARY ASSESSMENT ROLL (Hybrid Method 02/10/22) Attachment A to Resolution 22-023

PROJECT NAME: **Bunnell Avenue/Charles Way Water & Sewer Improvement Special Assessment District** DATE: **June 3, 2021**

TOTAL ESTIMATED PROJECT WATER: ~~\$509,167~~ ~~\$473,787~~ **\$525,637** TOTAL ESTIMATED PROJECT SEWER: ~~\$631,834~~ ~~\$514,153~~ **\$418,221**
 Districts shall be assessed 75% property owner share of the project. Benefitted property owners will be required to pay that portion of the cost through the
 formation of a Special Assessment District: WATER: ~~\$212,608~~ ~~\$186,073~~ **\$224,960** SEWER: ~~\$473,875~~ ~~\$385,615~~ **\$313,666**
 HOMER ACCELERATED WATER AND SEWER PROGRAM (HAWSP) SHARE: WATER: ~~\$70,869~~ ~~\$62,024~~ **\$74,987** SEWER: ~~\$157,958~~ ~~\$128,538~~ **\$104,555**
 ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION PRINCIPAL FORGIVENESS GRANT: WATER PROJECTS ONLY: \$225,690

	PROPERTY OWNER NAME & ADDRESS	LEGAL DESCRIPTION & PARCEL NUMBER	ASSESSED PROPERTY VALUE	ASSESSED ESTIMATED PROPERTY OWNER SHARE OF ASSESSMENT ASSESSMENT METHOD
15	JOHNSON PAUL MATTHEW 124 E 23 RD AVE ANCHORAGE, AK 99503-2010 PEREIRA, KATHRIN 3476 S. HORSESHOE LAKE RD WASILLA, AK 99623	T 6S R 13W SEC 20 Seward Meridian HM 2008066 W R BENSON'S SUB 2008 REPLAT LOT 165-A #17716452	\$186,200	Water \$7874 \$8,717 <u>\$9,955</u> Sewer \$20603 \$18,498 <u>\$14,194</u>
16	LARSON BJORN & RAUPP SASHA H PO BOX 1435 HOMER AK 99603-1435	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 167 #17716439	\$51,500	Water \$7874 \$4,359 <u>\$4,977</u> Sewer \$20603 \$9,249 <u>\$7,097</u>
17	BAUGHER TINA M 209 W DIMOND BLVD STE 4 ANCHORAGE AK 99515-1932	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 168 #17716438	\$50,700	Water \$7874 \$4,359 <u>\$4,977</u> Sewer \$20603 \$9,249 <u>\$7,097</u>
18		T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 169 #17716437	\$43,300	Water \$7874 \$4,359 <u>\$4,977</u> Sewer \$20603 \$9,249 <u>\$7,097</u>
19	VERNON ROBERT GORDON PO BOX 3 HOMER AK 99603-0003	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 171 #17716435	\$157,400	Water \$7874 \$4,359 <u>\$4,977</u> Sewer \$20603 \$9,249 <u>\$7,097</u>
20		T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 172 #17716434	\$41,300	Water \$7874 \$4,359 <u>\$4,977</u> Sewer \$20603 \$9,249 <u>\$7,097</u>

AMENDED PRELIMINARY ASSESSMENT ROLL (Hybrid Method 02/10/22) Attachment A to Resolution 22-023

PROJECT NAME: **Bunnell Avenue/Charles Way Water & Sewer Improvement Special Assessment District** DATE: **June 3, 2021**

TOTAL ESTIMATED PROJECT WATER: ~~\$509,167~~ ~~\$473,787~~ **\$525,637** TOTAL ESTIMATED PROJECT SEWER: ~~\$631,834~~ ~~\$514,153~~ **\$418,221**
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 HOMER ACCELERATED WATER AND SEWER PROGRAM (HAWSP) SHARE: WATER: ~~\$70,869~~ ~~\$62,024~~ **\$74,987** SEWER: ~~\$157,958~~ ~~\$128,538~~ **\$104,555**
 ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION PRINCIPAL FORGIVENESS GRANT: WATER PROJECTS ONLY: \$225,690

	PROPERTY OWNER NAME & ADDRESS	LEGAL DESCRIPTION & PARCEL NUMBER	ASSESSED PROPERTY VALUE	ASSESSED ESTIMATED PROPERTY OWNER SHARE OF ASSESSMENT ASSESSMENT METHOD
21	LOGAN IRA LLC 2303 TULIK DR ANCHORAGE AK 99517-1132	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 173 #17716433	\$175,200	Water \$7874 \$4,359 <u>\$4,977</u> Sewer \$20603 \$9,249 <u>\$7,097</u>
22		T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 174 #17716432	\$58,100	Water \$7874 \$4,359 <u>\$4,977</u> Sewer \$20603 \$9,249 <u>\$7,097</u>
23	HILLSTRAND NANCY PO BOX 7 HOMER AK 99603-0007	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 175 #17716231	\$102,100	Water \$7874 \$4,359 <u>\$4,977</u> Sewer \$20603 \$9,249 <u>\$7,097</u>
24		T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 176 #17716430	\$36,000	Water \$7874 \$4,359 <u>\$4,977</u> Sewer \$20603 \$9,249 <u>\$7,097</u>
25	HOMER CITY OF 491 E PIONEER AVE HOMER AK 99603-7624	T 6S R 13W SEC 20 Seward Meridian HM 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 D EG 2' E 391 FT TO CORNER 2 ON MHW KACHEMAK BAY TH S 59 DEG 30' E 150 FT TO CORNE R 3 TH N 38 DEG 0' E 592.6 FT TO CORNER 4 TH N 89 DEG 57'37" W ALONG N BOUNDRY O F GL 2 494.3 FT TO POB SAVE & EXC THAT PTN DESCRIBED IN W/D 88 @ 820 #17714010	\$593,900	Water \$7874 \$23,700 \$100,025 <u>\$116,670</u> Sewer \$20603 \$102,613 \$142,622 <u>\$165,260</u>
26	JOHNSON PAUL MATTHEW 124 E 23RD AVE ANCHORAGE, AK 99503-2010	T 6S R 13W SEC 20 Seward Meridian HM PTN GL 2 BEGIN 400 FT E OF 1/16 CRNR COMMO N TO SEC 19 & 20 TH E 200 FT ALONG N BOUND OF GL 2 TH S TO BEACH LINE TH W 200 F T TH 339 FT N TO POB #17714009	\$4,300	Water \$7874 \$23,700 \$27,065 <u>\$11,840</u> Sewer \$20603 \$50,293 \$38,591 <u>\$17,426</u>

AMENDED PRELIMINARY ASSESSMENT ROLL (Hybrid Method 02/10/22) Attachment A to Resolution 22-023

PROJECT NAME: **Bunnell Avenue/Charles Way Water & Sewer Improvement Special Assessment District** DATE: **June 3, 2021**

TOTAL ESTIMATED PROJECT WATER: ~~\$509,167~~ ~~\$473,787~~ **\$525,637** TOTAL ESTIMATED PROJECT SEWER: ~~\$631,834~~ ~~\$514,153~~ **\$418,221**

Districts shall be assessed 75% property owner share of the project. Benefitted property owners will be required to pay that portion of the cost through the formation of a Special Assessment District:

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ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION PRINCIPAL FORGIVENESS GRANT: WATER PROJECTS ONLY: \$225,690

	PROPERTY OWNER NAME & ADDRESS	LEGAL DESCRIPTION & PARCEL NUMBER	ASSESSED PROPERTY VALUE	ASSESSED ESTIMATED PROPERTY OWNER SHARE OF ASSESSMENT ASSESSMENT METHOD
	PEREIRA, KATRHIN 3476 S. HORSESHOE LAKE RD WASILLA, AK 99623			
27	VANN REVOCABLE TRUST PO BOX 561 KASLOF AK 99610-0561	T 6S R 13W SEC 20 Seward Meridian HM PTN GL 2 BEGIN INTERSECTION OF N BOUNDARY LT 2 & RR ROW TH E TO PT 400 FT FROM 1/16 CRNR TH S TO BEACH TH NW 100 FT TH N T O NORTH SIDE OF OLD RR ROW TH NW TO POB #17714008	\$248,000	Water \$7874 -\$39,924 \$13,253 <u>\$11,840</u> Sewer \$20603 \$84,722 \$18,897 <u>\$17,426</u>



MEMORANDUM

Ordinance 25-07, An Ordinance of the City Council of Homer, Alaska Amending the FY25 Capital Budget by Appropriating \$67,480.81 from the Homer Accelerated Water and Sewer Program (HAWSP) for the Purpose of Reimbursing Seven Property Owners in the Bunnell Ave/Charles Way Special Assessment District For the Cost of E-One Lift Stations.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: January 20, 2025
From: Melissa Jacobsen, City Manager

From 2021-2024 the City worked with property owners to create and complete the Charles Way/Bunnell Avenue water and sewer special assessment district (SAD).

Lift stations are necessary for sewer in the area. In 2021 when the district was being negotiated, a memorandum dated November 15, 2021 to property owners in the district stated “we will be installing E-One lift stations for existing homes as part of the project, which would make the costs eligible for the long term financing”. Water and sewer SADs are financed through Alaska Department of Environmental Conservation (ADEC) Clean Water and Drinking Water loans which provides the opportunity for property owners to pay their assessments over time with a low interest rate.

When the district was approved and constructed the City purchased and installed E-One lift stations on 11 of the 18 lots in the district. The cost of purchase and installation was \$12,400 per unit, \$136,400 total, and was distributed among all the property owners in the district.

This came to the attention of the current administration in late August or early September when Public Works staff was contacted by Chris Long, a property owner in the SAD, who is seeking relief from the cost of having to install an E-One lift station on a lot he owns that was vacant when the SAD was built out.

Mr. Long owns 261 E. Bunnell Ave and the lot next door that was vacant when the district was developed and built out. Mr. Long contacted Public Works with a complaint that his empty lot is being assessed at the same rate as his two neighbors who were provided a lift station. When developing is vacant lot he had to purchase and install his own E-One lift station at the cost of \$17,951.68. He has requested to be reimbursed for the invoices he provided.

Because the cost of the E-One lift stations was distributed among the entire district, staff believes the property owners who did not receive the benefit of the lift stations should be reimbursed their portion of the assessment from the Homer Accelerated Water and Sewer Program (HAWSP) fund. A “hybrid assessment methodology” of benefitted area for some parcels and equal shares for others was used to create this district, the reimbursements are based on the methodology used for each parcel. The City is a property owner in the district that was assessed using the benefitted area methodology and will also receive this reimbursement.

I appreciate Mr. Long’s patience while I worked with Public Works staff and Finance staff on the necessary research to unravel this matter.

RECOMMENDATION: Adopt an ordinance to appropriate HAWSP funds for the purpose of reimbursing a portion of the sewer assessment to property owners in the Charles Way/Bunnell Ave who did not receive the benefit of an E-One lift station.

Attachments:

November 2021 mail out to property owners in the district
Resolution 24-067 and final assessment roll
Letter and invoices from Chris Long



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue

Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

November 16, 2021

Dear Property Owner,

The Charles Way/Bunnell Avenue Water and Sewer Special Assessment District (SAD) has been amended to use a benefitted area methodology and reduce the size of the improvement district.

Enclosed with this letter you will find a memorandum from Public Works Director Jan Keiser explaining the changes, an updated preliminary assessment roll, an update map of the proposed district, and an objection form.

A resolution to acknowledge the sufficiency of the Charles Way/Bunnell Avenue Water and Sewer SAD and approving the improvement plan, estimated cost of improvement, and assessment methodology will be before Council at their regular meeting on December 13, 2021. The meeting begins at 6:00 p.m. and will be conducted in person at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and virtually by Zoom Webinar ID: 205 093 973 and Passcode: 610853.

A notice of public hearing and right to object was mailed to property owners in the Charles Way/Bunnell Avenue Water and Sewer SAD on June 3, 2021 and a public hearing was held on August 9, 2021. City Council postponed action on this matter to allow Public Works to address the concerns raised by property owners, and postponed a second time to allow for noticing property owners of the updated district boundaries, methodology, and estimated assessment amounts.

If you object to the updated Charles Way/Bunnell Avenue Water and Sewer SAD, please put your objections in writing on the form included and return it to the City Clerk's office before 5:00 p.m. on Monday, December 13, 2021. You may submit it by email to clerk@ci.homer.ak.us, by fax 907-235-3143, or deliver it to City Hall. There are drop boxes at both entrances City Hall for delivery after hours. There is an opportunity to make verbal comments regarding the SAD at the meeting in person or by Zoom.

The City Council Agenda Packet and copies of the resolution and supporting documents will be posted on the City of Homer website by the end of day, Thursday, December 9, 2021.

Please feel free to contact me at the phone number or email above if you have questions.

Respectfully,

Melissa Jacobsen, City Clerk



City of Homer

www.cityofhomer-ak.gov

Public Works

3575 Heath Street
Homer, AK 99603

publicworks@cityofhomer-ak.gov

(p) 907-235-3170

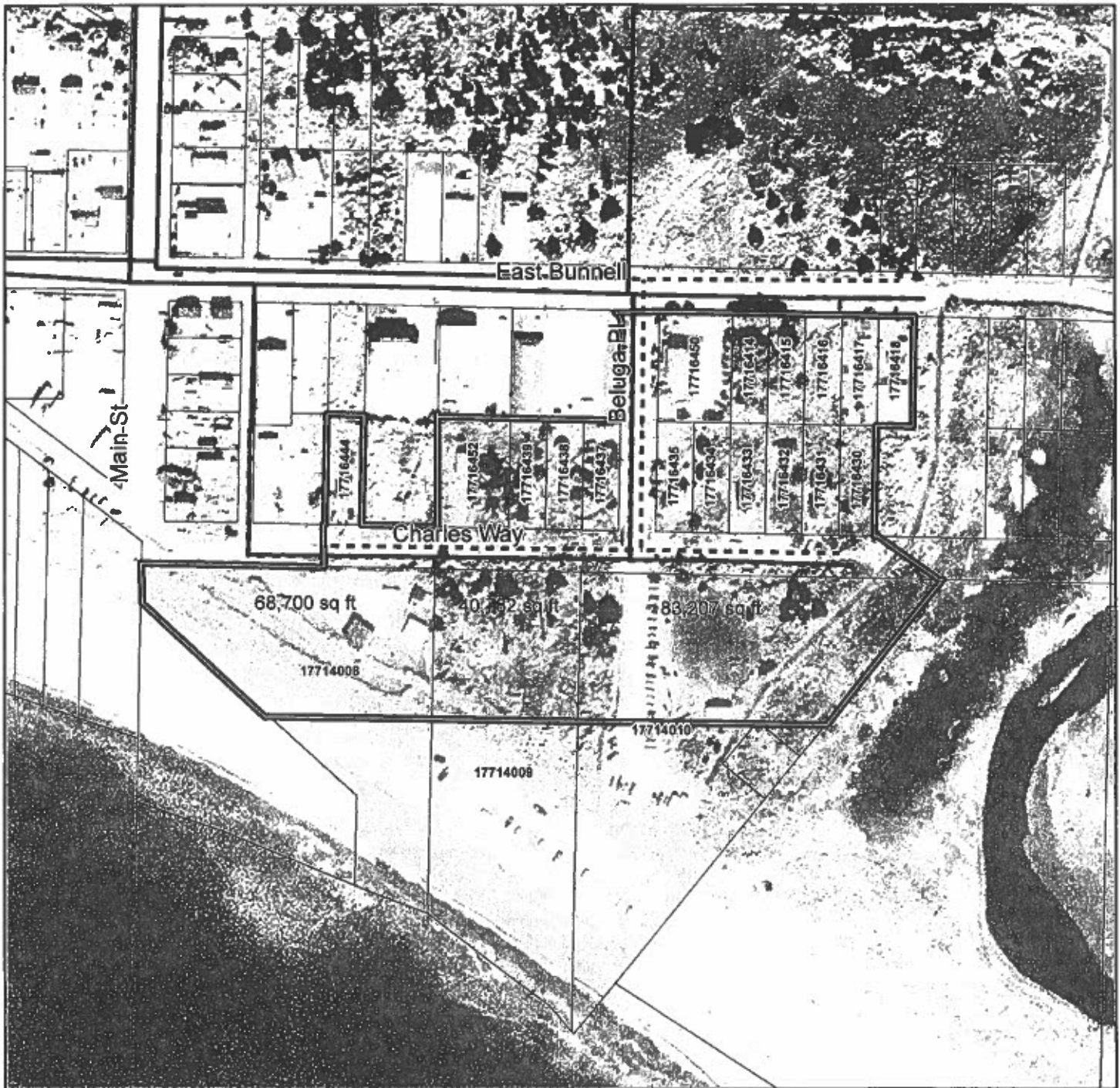
(f) 907-235-3145

Memorandum

TO: Property Owners in Bunnell Road/Charles Way Neighborhood
FROM: Janette Keiser, PE, Director of Public Works
DATE: November 15, 2021
SUBJECT: Update – Charles Way /Bunnell Ave Water & Sewer Special Assessment Districts

Purpose of Memorandum: On May 10, 2021, the City Council adopted Resolution 21-030 initiating the process for creating Special Assessment Districts to bring City water and sewer to this neighborhood. The project is challenging because of the neighborhood's geography – flat ground, high water table and surrounding wetlands. Plus, it is a mixed-use neighborhood, with seasonal homes, full-time residents, multiple businesses, undeveloped areas and a popular City park. We've held multiple neighborhood meetings, met with individual property owners, and held at least one public hearing to better understand the neighborhood's needs and concerns. We've also conducted preliminary engineering to better understand the neighborhood's technical constraints. This work has led us to adopt new strategies that will reduce minimize costs and adverse environmental impact.

- a. **Boundaries of the District.** We have shrunk the size of the District by only including properties, which would benefit from City water and sewer. Primarily, we have excluded properties, which are already served by City water and sewer via a "spaghetti line", which were permitted and inspected by the City.
- b. **Spaghetti Lines.** We plan to re-purpose the existing "spaghetti lines" by connecting the new main extensions to them, thereby reducing costs and reducing environmental impact.
- c. **Disruption to Wetlands.** Multiple residents expressed concern that construction would adversely affect the neighborhood's extensive wetlands. We have re-aligned the water/sewer main routes to avoid the most sensitive part of the wetlands, next to Beluga Slough. Further, we plan to use "directional drilling" rather than open trenching to install most of the water/sewer main extensions. These strategies will minimize environmental impact.
- d. **Method of Assessment.** We have, in a separate memorandum, recommended adoption of the "Benefited Area" method of assessment. This strategy allocates a more equitable share of the assessments to the larger properties, such as Bishop's Beach Park.
- e. **Financing has been extended.** We will be installing the E-One units for existing homes as part of the project, which should make the costs eligible for the long term financing.



Legend

- Special Assessment District
- Parcels Concerned
- Proposed Sewer Main
- Proposed Water Main
- Existing Sewer Main
- Existing Water Main

Coordinate System: NAD 1983 StatePlane Alaska 4 FIPS 5004 Feet
 Projection: Transverse Mercator
 Datum: North American 1983
 False Easting: 1,640,418.6667
 False Northing: 0.0000
 Central Meridian: -150.0000
 Scale Factor: 0.9998
 Latitude Of Origin: 54.0000
 Units: Foot US

CHARLES WAY/EAST BUNNELL WATER & SEWER EXTENSION SPECIAL ASSESSMENT DISTRICT



200 100 0 200 Feet



Dept. of Public Works
 November 16, 2021

Disclaimer:
 It is expressly understood the City of Homer, its council, board, departments, employees and agents are not responsible for any errors or omissions contained herein, or deductions, interpretations or conclusions drawn therefrom.

**CITY OF HOMER
HOMER, ALASKA**

City Clerk

RESOLUTION 24-067

A RESOLUTION OF THE HOMER CITY COUNCIL CONFIRMING THE ASSESSMENT ROLL, ESTABLISHING DATES FOR PAYMENT OF SPECIAL ASSESSMENTS AND ESTABLISHING DELINQUENCY, PENALTY, AND INTEREST PROVISIONS FOR THE CHARLES WAY/BUNNELL AVENUE WATER IMPROVEMENT SPECIAL ASSESSMENT DISTRICT

WHEREAS, In compliance with Homer City Code Chapter 17, Improvement Districts, the Homer City Council created the Charles Way Bunnell Avenue Water and Sewer Special Assessment District with Resolution 21-017(A); and

WHEREAS, The Notice of Public Hearing and Notice of Right to Object dated May 10, 2024 was mailed to property owners in the district advising that written objections must be filed with the City Clerk no later than May 21, 2024; and

WHEREAS, A Public Hearing was held on May 28, 2024 to hear objections to the final assessment roll; and

WHEREAS, No written objections were filed by May 21, 2024; and

WHEREAS, The final assessment roll as presented by the City Clerk is attached hereto as Attachment A, is hereby confirmed as the official assessment roll for the Charles Way Bunnell Avenue Special Assessment Districts and the Mayor and Clerk shall be directed to sign same.

NOW, THEREFORE, BE IT RESOLVED that on or before 5:00 p.m. on October 1, 2024 all assessments in the Charles Way Bunnell Avenue Water and Sewer Special Assessment Districts shall become due and payable in full. All assessments not paid in full by this date shall be considered delinquent and in default and shall have added a penalty the rate of ten and one half percent (10.5%) per annum until paid. Should default occur, the City of Homer will institute a civil action for a foreclosure of the assessment lien. Foreclosure shall be against all property on which assessments are in default. All costs including collection and legal fees resulting from such action, shall be added and incorporated into the assessed amount due plus interest and penalties and shall be reimbursed from the proceeds of foreclosure sale of the assessed real property.

BE IT FURTHER RESOLVED that an optional twenty (20) year payment plan for the water and sewer assessments is offered whereby the assessments may be paid in equal yearly installments plus interest of one and one half percent (1.5%) per annum on the unpaid balance of the assessment. The first such installment shall be due and payable without interest on or

before 5:00 p.m. October 1, 2024 and each installment thereafter shall be due on or before October 1 of each year, plus interest on the unpaid balance of the assessment. If any annual installment payment is not received when due, the entire outstanding principle amount of the assessment shall be in default and shall be immediately due and payable. The entire outstanding assessment principle (including the annual installment) shall have added a penalty of ten and one half percent (10.5%) on the outstanding principle. The principle shall draw an additional interest at the rate of ten and one half percent (10.5%) per annum until paid. Should default occur, the City will institute civil action for foreclosure of the assessment lien. Foreclosure shall be against all property on which assessments are in default. All costs including collection and legal fees resulting from such action shall be added and incorporated into the assessed amount due plus interest and penalties, and shall be reimbursed from the proceeds of foreclosure sale of the assessed real property.

PASSED AND ADOPTED by the Homer City Council on this 10th day of June, 2024.

CITY OF HOMER



KEN CASTNER, MAYOR

ATTEST:

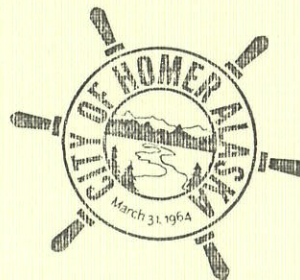


RENEE KRAUSE, MMC, ACTING CITY CLERK

Fiscal Note: Total Project Costs - Water: \$376,848.70 Sewer: \$328,800.33

HAWSP 25% Share – Water: \$94,212.18 Sewer: \$82,200.83

Property Owner 75% - Water: \$282,172.26 Sewer: \$246,599.50



FINAL ASSESSMENT ROLL**Bunnell Avenue/Charles Way Water & Sewer Improvement Special Assessment District** DATE: **April 25, 2024**TOTAL PROJECT WATER: **\$602,538.70 - \$225,690 (ADEC Principle Subsidy) = 376,848.70**TOTAL PROJECT SEWER: **\$328,800.33**Districts shall be assessed 75% property owner share of the project. WATER: **\$282,172.26** SEWER: **\$246,599.50**HOMER ACCELERATED WATER AND SEWER PROGRAM (HAWSP) SHARE: WATER: **\$94,212.18** SEWER: **\$82,200.83**

	PROPERTY OWNER NAME & ADDRESS	LEGAL DESCRIPTION & PARCEL NUMBER	ASSESSED PROPERTY VALUE	ASSESSED ESTIMATED PROPERTY OWNER SHARE OF ASSESSMENT ASSESSMENT METHOD
1.	DAM REVOCABLE TRUST 2019 PO BOX 399 DIVIDE CO 80814-0399	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 154 #17716418	\$52,600	Water \$6,973.21 Sewer \$6,384.86
2.	GUETSCHOW RUBEN PO BOX 1071 PAHOA HI 96778-1071	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 153 #17716417	\$47,900	Water \$6,973.21 Sewer \$6,384.86
3.	LONG, CHRIS 879 LINDA CT. HOMER, AK 99603-7222	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 152 #17716416	\$45,900	Water \$6,973.21 Sewer \$6,384.86
4.		T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 151 #17716415	\$244,200	Water \$6,973.21 (Property has sewer)
5.	CONNOLLY NANCY C 303 TORQUAY CT UNIT B RIDGE NY 11961-8358	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 150 #17716414	\$49,600	Water \$6,973.21 Sewer \$6,384.86
6.	LINDSEY RONALD J SAVIDGE BARBARA A PO BOX 1867 HOMER AK 99603-1867	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 162 #17716444	\$85,900	Water \$6,973.21 Sewer \$6,384.86
7.	JOHNSON PAUL MATTHEW 124 E 23 RD AVE ANCHORAGE, AK 99503-2010 PEREIRA, KATHERIN 3476 S. HORSESHOE LAKE RD WASILLA, AK 99623	T 6S R 13W SEC 20 Seward Meridian HM 2008066 W R BENSON'S SUB 2008 REPLAT LOT 165-A #17716452	\$186,200	Water \$13,946.42 Sewer \$12,769.72

FINAL ASSESSMENT ROLL

Bunnell Avenue/Charles Way Water & Sewer Improvement Special Assessment District DATE: **April 25, 2024**

TOTAL PROJECT WATER: **\$602,538.70 - \$225,690 (ADEC Principle Subsidy) = 376,848.70**

TOTAL PROJECT SEWER: **\$328,800.33**

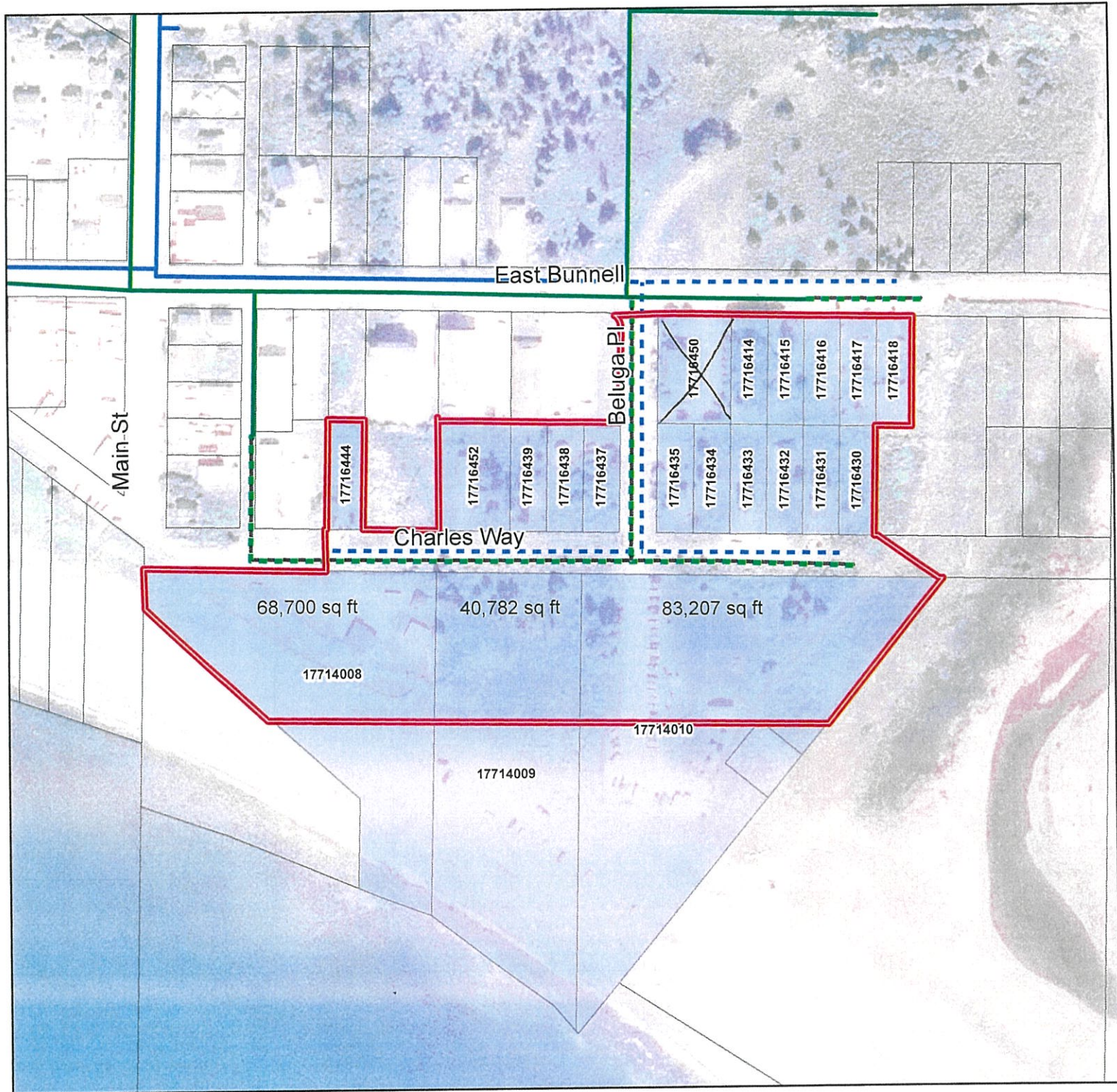
Districts shall be assessed 75% property owner share of the project. WATER: **\$282,172.26** SEWER: **\$246,599.50**

HOMER ACCELERATED WATER AND SEWER PROGRAM (HAWSP) SHARE: WATER: **\$94,212.18** SEWER: **\$82,200.83**

	PROPERTY OWNER NAME & ADDRESS	LEGAL DESCRIPTION & PARCEL NUMBER	ASSESSED PROPERTY VALUE	ASSESSED ESTIMATED PROPERTY OWNER SHARE OF ASSESSMENT ASSESSMENT METHOD
8.	LARSON BJORN & RAUPP SASHA H PO BOX 1435 HOMER AK 99603-1435	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 167 #17716439	\$51,500	Water \$6,973.21 Sewer \$6,384.86
9.	BAUGHER TINA M 209 W DIMOND BLVD STE 4 ANCHORAGE AK 99515-1932	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 168 #17716438	\$50,700	Water \$6,973.21 Sewer \$6,384.86
10.		T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 169 #17716437	\$43,300	Water \$6,973.21 Sewer \$6,384.86
11.	VERNON ROBERT GORDON PO BOX 3 HOMER AK 99603-0003	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 171 #17716435	\$157,400	Water \$6,973.21 Sewer \$6,384.86
12.		T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 172 #17716434	\$41,300	Water \$6,973.21 Sewer \$6,384.86
13.	LOGAN CHRISTINA ARLYNE 2303 TULIK DR ANCHORAGE AK 99517-1132	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 173 #17716433	\$175,200	Water \$6,973.21 Sewer \$6,384.86
14.		T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 174 #17716432	\$58,100	Water \$6,973.21 Sewer \$6,384.86
15.	HILLSTRAND NANCY PO BOX 7 HOMER AK 99603-0007	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 175 #17716431	\$102,100	Water \$6,973.21 Sewer \$6,384.86
16.		T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 176 #17716430	\$36,000	Water \$6,973.21 Sewer \$6,384.86

FINAL ASSESSMENT ROLL**Bunnell Avenue/Charles Way Water & Sewer Improvement Special Assessment District** DATE: **April 25, 2024**TOTAL PROJECT WATER: **\$602,538.70 - \$225,690 (ADEC Principle Subsidy) = 376,848.70**TOTAL PROJECT SEWER: **\$328,800.33**Districts shall be assessed 75% property owner share of the project. WATER: **\$282,172.26** SEWER: **\$246,599.50**HOMER ACCELERATED WATER AND SEWER PROGRAM (HAWSP) SHARE: WATER: **\$94,212.18** SEWER: **\$82,200.83**

	PROPERTY OWNER NAME & ADDRESS	LEGAL DESCRIPTION & PARCEL NUMBER	ASSESSED PROPERTY VALUE	ASSESSED ESTIMATED PROPERTY OWNER SHARE OF ASSESSMENT ASSESSMENT METHOD
17.	HOMER CITY OF 491 E PIONEER AVE HOMER AK 99603-7624	T 6S R 13W SEC 20 Seward Meridian HM 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 D EG 2' E 391 FT TO CORNER 2 ON MHW KACHEMAK BAY TH S 59 DEG 30' E 150 FT TO CORNE R 3 TH N 38 DEG 0' E 592.6 FT TO CORNER 4 TH N 89 DEG 57'37" W ALONG N BOUNDRY O F GL 2 494.3 FT TO POB SAVE & EXC THAT PTN DESCRIBED IN W/D 88 @ 820 #17714010	\$593,900	Water \$133,925.38 Sewer \$117,041.74
18.	JOHNSON PAUL MATTHEW 124 E 23RD AVE ANCHORAGE, AK 99503-2010 PEREIRA, KATHERIN 3476 S. HORSESHOE LAKE RD WASILLA, AK 99623	T 6S R 13W SEC 20 Seward Meridian HM PTN GL 2 BEGIN 400 FT E OF 1/16 CRNR COMMO N TO SEC 19 & 20 TH E 200 FT ALONG N BOUND OF GL 2 TH S TO BEACH LINE TH W 200 F T TH 339 FT N TO POB #17714009	\$4,300	Water \$14,851.17 Sewer \$13,699.97
19.	VANN REVOCABLE TRUST PO BOX 561 KASLOF AK 99610-0561	T 6S R 13W SEC 20 Seward Meridian HM PTN GL 2 BEGIN INTERSECTION OF N BOUNDARY LT 2 & RR ROW TH E TO PT 400 FT FROM 1/16 CRNR TH S TO BEACH TH NW 100 FT TH N T O NORTH SIDE OF OLD RR ROW TH NW TO POB #17714008	\$248,000	Water \$14,851.17 Sewer \$13,699.97

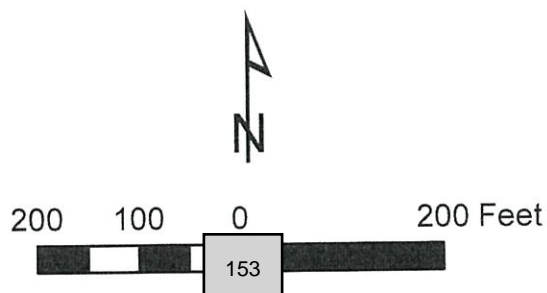


Legend

- Special Assessment District
- Parcels Concerned
- Proposed Sewer Main
- Proposed Water Main
- Existing Sewer Main
- Existing Water Main

Coordinate System: NAD 1983 StatePlane Alaska 4 FIPS 5004 Feet
 Projection: Transverse Mercator
 Datum: North American 1983
 False Easting: 1,640,416.6667
 False Northing: 0.0000
 Central Meridian: -150.0000
 Scale Factor: 0.9999
 Latitude Of Origin: 54.0000
 Units: Foot US

CHARLES WAY/EAST BUNNELL WATER & SEWER EXTENSION SPECIAL ASSESSMENT DISTRICT



Dept. of Public Works
November 16, 2021

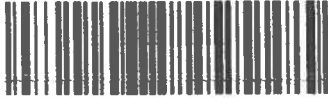
Disclaimer:
 It is expressly understood the City of Homer, its council, board, departments, employees and agents are not responsible for any errors or omissions contained herein, or deductions, interpretations or conclusions drawn therefrom.

Hi Melissa, it's Chris Long. I wanted to give you my invoices for all of the money I've spent on this water project. I would like to know what the plan will be for this? I would like to be reimbursed on these invoices. I have already started paying on the assessment of the property. So I feel like this is the best solution. I'm not trying to be a thorn in your side but I really feel like this needs a resolution. This is a lot of money that I have had to put forward and it has put some unwanted stress on me and my business. Thanks for your attention on this matter.



Invoice

Remit To
Northwest Pump Dept. LA 25257 Pasadena, CA 91185-2680



Customer #	Ship To	Invoice Date	Invoice #
10903	21	9/13/24	3522495-00
PO #	Placed By	Taken By	Page #
	Chris	Rachel Valentine	1 of 1

Bill To
Visa /Mastercard Sales
. OR .

Ship To
Visa/MC Sales - Anch/Industr 1041 E 70th Ave INDUSTRIAL SALES Anchorage AK 99518

Instructions					
*** Need CC Information **					
Warehouse	Ship Via	Reference	Sales Rep	Terms	Due Date
1301	Will Call		James, Jesse	Visa/MC	

Notes

Line #	Product and Description	Qty Ordered	Qty Backordered	Qty Shipped	UM	Price		Amount
1	D204B26E10BG EONE MODEL DH071 240V MODEL WIRED PRESSURE STANDARD VENT FOR STATION WITH ACCESSWAYS	1.00	0.00	1.00	EACH	8,195.00		8,195.00
2	NB0184P01 VALVE ASM, LAT, SS, FIEL SVC, NPT	1.00	0.00	1.00	each	183.00		183.00
3	SE1A210C2AA E-One Sentry ProtectPlus with Protection Package	1.00	0.00	1.00	each	853.00		853.00
4	PB0503P02 E-One Grommet, CC Disch Valve, Blue	1.00	0.00	1.00	each	5.40		5.40

4 Lines Total	Qty Shipped Total	4.00	Subtotal	9,236.40
			Taxes	0.00
			Total	9,236.40

For Payment-related questions or concerns please contact
Lan Heng at (503) 205 2151 or Lan.Heng@nwpump.com

Pay your statement or invoices online using the link below
<https://www.e-billexpress.com/ebpp/NWPump/Login/Index>

NORTHWEST PUMP

2800 NW 31st Ave · Portland, OR 97210 · (503) 205-2198 · www.nwpump.com
Anaheim, CA · Anchorage, AK · Arlington, WA · Bakersfield, CA · Billings, MT · Boise, ID · Everett, WA · Federal Way, WA · Fremont, CA · Fresno, CA · Glendale, CA
Honolulu, HI · Pasco, WA · Phoenix, AZ · Sacramento, CA · San Diego, CA · Spokane, WA · Tucson, AZ · Valencia, CA



Payment receipt

You paid \$8,250.00

to South Peninsula Dirt Works, LLC on 11/4/2024

Invoice no.	1412
Invoice amount	\$8,250.00
Total	\$8,250.00

Status	Paid
Payment method	Credit Card
Authorization ID	MU0228960774

Thank you

South Peninsula Dirt Works, LLC

+19072021655

www.southpeninsuladirtworks.com | office@southpeninsuladirtworks.com
PO Box 2941, Homer, AK 99603

No additional transfer fees or taxes apply.

Intuit Payments Inc (IPI) processes payments as an agent of the business. Payments processed by IPI constitute payment to the business and satisfies your obligation to pay the business, including in connection with any dispute or case, in law or equity. Money movement services are provided by IPI pursuant to IPI's licenses (NMLS #1098819, <https://www.intuit.com/legal/licenses/payment-licenses>). IPI is located at 2700 Coast Avenue, Mountain View, CA 94043, 1-888-536-4801.

Eayrs Plumbing & Heating
1208 Lakeshore Drive
Homer, AK 99603
(907)235-2333
(907)235-3866

Invoice No: 46584
Date: 11/05/24

Page: 1

Sold To: Cash

Customer No: 0
Phone No:

Ship To:

Cust. Order #:

Salesperson: #5 - David

Product Code	Item Description	Qty	Unit Price	Amount
NLF25AUBZ3F	3/4 WATER PRESSURE REDUCE VLV	1	279.20	279.20*
3BRNFL	3/4 X 21/2 STANDARD BRASS NIPP	2	7.22	14.44*
PFXSCVF L105444	3/4 SPRING THREAD CHECK VLV	1	22.99	22.99*
FNWX410CF	3/4 LF THREADED BALL VALVE	1	18.99	18.99*
FNWX410CG	1 THREAD BALL VALVE	1	29.99	29.99*
IBRLFBGF	1 X 3/4 STD BRASS HEX BUSH	1	7.22	7.22*
P316SMAG	1 POLYMATE 316SS HDPE MALE AD	1	58.58	58.58*

Sub-Total: 431.41

Shipping: 0.00

Tax [7.85]: 33.87 *

Total: 465.28

Visa long: 465.28

Amount Paid: 465.28

Amount Due: 0.00

Change: 0.00

T h a n k
Y o u

**CITY OF HOMER
HOMER, ALASKA**

City Manager

ORDINANCE 25-07

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING THE FY25 CAPITAL BUDGET BY APPROPRIATING \$67,480.81 FROM THE HOMER ACCELERATED WATER AND SEWER PROGRAM (HAWSP) FOR THE PURPOSE OF REIMBURSING SEVEN PROPERTY OWNERS IN THE BUNNELL AVE/CHARLES WAY SPECIAL ASSESSMENT DISTRICT FOR THE COST OF E-ONE LIFT STATIONS.

WHEREAS, The Bunnell Ave/Charles Way Water and Sewer Special Assessment District (SAD) was deemed sufficient and the improvement plan, estimated cost, and assessment methodology were approved by Resolution 22-023 on March 29, 2022; and

WHEREAS, The Bunnell Ave/Charles Way SAD Final Assessment Roll for the 18 benefitted parcels was confirmed by Resolution 24-067 on June 10, 2024; and

WHEREAS, In a memo dated November 15, 2021 property owners were notified that the City would be installing E-One lift stations for existing homes as part of the sewer project to make the costs eligible for long term financing; and

WHEREAS, Eleven properties benefitted from the purchase and installation of the E-One lift stations; and

WHEREAS, Records indicate the cost to furnish and install the E-One lift stations totaled \$136,400, was included in the total cost of the district, and divided among property owners including the seven properties that did not benefit from the cost; and

WHEREAS, The total cost of the units is reduced to \$102,300 to reflect 75% property owner share of the cost. This cost is then distributed across the 18 properties per the “hybrid assessment methodology”; and

WHEREAS, The total reimbursement equates to \$67,480.81 for those seven parcels that did not benefit from the cost. The City of Homer is one of those seven parcels impacted and per the “hybrid assessment methodology” the allocated reimbursement for the City parcel is \$48,553.91. The remaining \$18,926.90 is to be reimbursement to the other six impacted parcels per the same methodology; and

WHEREAS, The purpose of this appropriation is to reimburse the owners of the seven parcels in an effort to resolve the inequity of the cost of furnishing and installing the E-One units to those owners who did not receive the benefit.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY25 Capital Budget by appropriating \$67,480.81 as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
205	HAWSP – City Parcel	\$48,553.91
205	HAWSP – Other Impacted Property Owners	\$18,926.90

Section 2. This ordinance is a budget amendment only, is not of a permanent nature and is a non code ordinance.

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:

First Reading:

Public Hearing:

Second Reading:

Effective Date:

	Parcel Owner Name & Address	Parcel Number	Assessed Property Value	Assessed Estimated Property Owner Share of	Actual E-One Physically verified Installed	Sewer	Lift Station
1	DAM REVOCABLE TRUST 2019 PO BOX 399 DIVIDE, CO 80814-0399	#17716418	\$ 52,600.00	Water \$6,973.21 Sewer \$6,384.86	Yes	\$ 6,384.86	\$ 2,648.71
2	GUESCHOW, RUBEN PO BOX 1071 PAHOA, HI 96778-1071	#17716417	\$ 47,900.00	Water \$6,973.21 Sewer \$6,384.86	Yes	\$ 6,384.86	\$ 2,648.71
3	LONG, CHRIS 879 LINDA CT.	#17716416	\$ 45,900.00	Water \$6,973.21 Sewer \$6,384.86	No	\$ 6,384.86	\$ 2,648.71
4	HOMER, AK 99603-7222	#17716415	\$ 244,200.00	Water \$6,973.21 (Property has sewer)	Not Required - Already Connected	\$ -	\$ -
5	CONNOLLY, NANCY C 303 TORQUAY CT. UNIT B RIDGE, NY 11961-8358	#17716414	\$ 49,600.00	Water \$6,973.21 Sewer \$6,384.86	No	\$ 6,384.86	\$ 2,648.71
6	LINDSEY, RONALD SAVIDGE BARBARA A PO BOX 1867 HOMER, AK 99603-1867	#17716444	\$ 85,900.00	Water \$6,973.21 Sewer \$6,384.86	Yes	\$ 6,384.86	\$ 2,648.71
7	JOHNSON, PAUL MATTHEW 124 E 23RD AVE ANCHORAGE, AK 99503-2010 PEREIRA, KATHERIN 3476 S. HORSESHOE LAKE RD WASILLA, AK 99623	#17716452	\$ 186,200.00	Water \$13,946.42 Sewer \$12,769.72	Yes	\$ 12,769.72	\$ 5,297.43
8	LARSON, BJORN & RAUPP SASHAH PO BOX 1435 HOMER, AK 99603-143	#17716439	\$ 51,500.00	Water \$6,973.21 Sewer \$6,384.86	Yes	\$ 6,384.86	\$ 2,648.71
9	BAUGHER, TINA M 209 W DIMOND BLVD STE4	#17716438	\$ 50,700.00	Water \$6,973.21 Sewer \$6,384.86	Yes	\$ 6,384.86	\$ 2,648.71
10	ANCHORAGE, AK 99515-1932	#17716437	\$ 43,300.00	Water \$6,973.21 Sewer \$6,384.86	No	\$ 6,384.86	\$ 2,648.71
11	VERNON, ROBERT GORDON PO BOX 3	#17716435	\$ 157,400.00	Water \$6,973.21 Sewer \$6,384.86	Yes	\$ 6,384.86	\$ 2,648.71
12	HOMER, AK 99603-0003	#17716434	\$ 41,300.00	Water \$6,973.21 Sewer \$6,384.86	No	\$ 6,384.86	\$ 2,648.71
13	LOGAN, CHRISTINA ARLYNE 2303TULIKDR	#17716433	\$ 175,200.00	Water \$6,973.21 Sewer \$6,384.86	Yes	\$ 6,384.86	\$ 2,648.71
14	ANCHORAGE, AK 99517-1132	#17716432	\$ 58,100.00	Water \$6,973.21 Sewer \$6,384.86	Yes	\$ 6,384.86	\$ 2,648.71
15	HILLSTRAND, NANCY PO BOX 7	#17716431	\$ 102,100.00	Water \$6,973.21 Sewer \$6,384.86	Yes	\$ 6,384.86	\$ 2,648.71
16	HOMER, AK 99603-0007	#17716430	\$ 36,000.00	Water \$6,973.21 Sewer \$6,384.86	No	\$ 6,384.86	\$ 2,648.71
17	HOMER, CITY OF 491 E PIONEER AVE HOMER, AK 99603-7624	#1771401	\$ 593,900.00	Water \$133,925.38 Sewer \$117,041.74	No	\$ 117,041.74	\$ 48,553.91
18	JOHNSON, PAUL MATTHEW 124 E 23RD AVE ANCHORAGE, AK 99503-2010 PEREIRA, KATHERIN 3476 S. HORSESHOE LAKE RD WASILLA, AK 99	#17714009	\$ 4,300.00	Water \$14,851.17 Sewer \$13,699.97	No	\$ 13,699.97	\$ 5,683.33
19	VANN REVOCABLE TRUST PO BOX 561 KASILOF, AK 99610-0561	#17714008	\$ 248,000.00	Water \$14,851.17 Sewer \$13,699.97	Yes	\$ 13,699.97	\$ 5,683.33
						\$246,599.50	\$102,300.00

CITY OF HOMER FINANCIAL SUPPLEMENT

PROJECT NAME	E-One Lift Station Property Owner Reimbursement	DATE	02/07/2025
DEPARTMENT	Administration	SPONSOR	City Manager
REQUESTED AMOUNT	\$ 67,481		

DESCRIPTION	<p>In a memo dated November 15, 2021 property owners were notified that the City would be installing E-One lift stations for existing homes as part of the sewer project to make the costs eligible for long term financing. Eleven properties benefitted from the purchase and installation of the E-One lift stations. Records indicate the cost to furnish and install the E-One lift stations totaled \$136,400, was included in the total cost of the district, and divided among property owners including the seven properties that did not benefit from the cost. The total cost of the units is reduced to \$102,300 to reflect 75% property owner share of the cost. This cost is then distributed across the 18 properties per the "hybrid assessment methodology". The total reimbursement equates to \$67,480.81 for those seven parcels that did not benefit from the cost. The City of Homer is one of those seven parcels impacted and per the "hybrid assessment methodology" the allocated reimbursement for the City parcel is \$48,553.91. The remaining \$18,926.90 is to be reimbursement to the other six impacted parcels per the same methodology. The purpose of this appropriation is to reimburse the owners of the seven parcels in an effort to resolve the inequity of cost of furnishing and installing the E-One units to those owners who did not receive the benefit.</p>
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FUNDING SOURCE(S)	OPERATING	GF CARMA	GF FLEET CARMA	PORT RESERVES	WATER CARMA
	0%	0%	0%	0%	0%
	HAWSP	HART-ROADS	HART-TRAILS	PORT FLEET RESERVES	SEWER CARMA
	100%	0%	0%	0%	0%

FUNDING SOURCE 1: HAWSP		FUNDING SOURCE 2:		FUNDING SOURCE 3:	
Current Balance	\$ 7,276,201	Current Balance	_____	Current Balance	_____
Encumbered	\$ 53,500	Encumbered	_____	Encumbered	_____
Requested Amount	\$ 67,481	Requested Amount	_____	Requested Amount	_____
Other Items on Current Agenda	\$ 0	Other Items on Current Agenda	_____	Other Items on Current Agenda	_____
Remaining Balance	\$ 7,155,220	Remaining Balance	_____	Remaining Balance	_____
FUNDING SOURCE 4:		FUNDING SOURCE 5:		FUNDING SOURCE 6:	
Current Balance	_____	Current Balance	_____	Current Balance	_____
Encumbered	_____	Encumbered	_____	Encumbered	_____
Requested Amount	_____	Requested Amount	_____	Requested Amount	_____
Remaining Balance	_____	Remaining Balance	_____	Remaining Balance	_____



MEMORANDUM

Ordinance 25-17(S), An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating a FY24 Transportation Program Grant in the amount of \$1,100,000 from the Denali Commission for the purpose of completing design and permitting for Homer Harbor Critical Float System Replacement Project with a Local Match of \$1,105,000 and Authorizing the City Manager to Execute the Appropriate Documents. City Manager/Port Director.

Item Type: Informational Memorandum
Prepared For: Mayor and City Council
Date: March 14, 2025
From: Jenny Carroll, Special Projects & Communications Coordinator
Bryan Hawkins, Port Director
Through: Melissa Jacobsen, City Manger

Several questions came up during the second reading of Ordinance 25-17(S) regarding the Homer Harbor Critical Float Systems 4 & 1 Replacement Project. A vote on the Ordinance was postponed pending additional information coming forward from staff. This memo addresses those questions.

A question was posed about if the project scope had changed, and cited the need for City staff to keep City Council updated on projects.

City prioritization of the need to replace Float System 4 first appeared in the City's 2013-2018 Capital Improvement Plan (CIP). After a Comprehensive Condition Assessment and Report was completed in 2022 identifying Float System 4 and 1 in critical to serious condition, the scope of the project grew in the 2023-2028 CIP to include Float Systems 4 and 1, and City Council promoted the project as a Legislative Priority project in the City's 2023-2028 CIP. The Critical Float System Replacement Project scope has not changed since the project was ratified by City Council for inclusion in the 2023-2028 CIP on October 10, 2022. Staff has since been seeking to leverage funds from various sources to replace this important infrastructure and has provided information about the project and staff efforts to that end through the following project updates to City Council:

January 9, 2023	IIJA Grant Recommendations Presentation to Homer City Council
Feb 13-Nov 20, 2023	Monthly Grant Activity update reports to City Council listing Denali Commission Grant program availability for project Design/Engineering
April 24, 2023	Resolution 23-040 Supporting 2023 Port Infrastructure Development Program (PIDP) grant application and committing local match funds
February 22, 2024	Grant Activity update listing Denali Commission Grant program availability for project Design/Engineering
April 15, 2024	Grant Activity Update indicating City applied for Denali Commission Grant and planned a Federal appropriation request for Design/Environmental Review and Permitting
April 22, 2024	Resolution 24-045(A) Supporting 2024 PIDP grant application and committing local match funds

June 4, 2024	Grant Activity Update indicating City was awaiting award decision on Denali Commission grant application and that staff submitted Federal appropriation requests for Design/Permitting
August 7, 2024	Grant Update Informational Memo from Special Projects & Communications Coordinator reiterated staff had applied for Denali Commission grant and that a \$250,000 Federal appropriation request was forwarded to House appropriations committee
August 26, 2024	City Council Work Session on the 2025-2030 City of Homer Capital Improvement Plan (CIP)
September 9, 2024	Resolution 24-100 Selection of FY26 Legislative Priority Projects and 2025-2030 CIP Adoption (See CIP Project Description, attached.)
October 9, 2024	City Manager's Report announced the planning and design phase of the Float Replacement project was selected by the Denali Commission for \$1.1M in grant funding, stating that combined with potential federal appropriation, would cover 61% of the project's \$2,205,000 cost.
February 4, 2025	B/U Memo to Resolution 25-013 authorizing a Task Order for FY25 PIPD grant assistance reiterated that the City had been approved for a \$1.1M Denali Commission grant and that the FY25 Federal appropriation was still pending.

Throughout all these communications, the scope of the project has not changed. Funding requests in the PIDP grant application was for Design/Permitting and Construction of Systems 4 & 1 at a total cost of \$60,240,898 based on a coastal engineer estimate in 2024. Of that amount, we estimate \$2,205,000 for the design and permitting work, about \$6.7M is for Mobilization/Demobilization, and the rest for construction and related construction costs to rebuild the two float systems.

A project overview, relevant documents and periodic updates can be found on the City's website <https://www.cityofhomer-ak.gov/port/homer-harbor-critical-float-system-replacement-project>.

A question was posed as to why we needed to fund a study when what we need is to replace float systems.

The Denali Commission Transportation Program Grant is not for a study. It is providing subsidy funding to complete engineering design specifications, environmental review and permitting. Engineered designs ensure structural integrity, proper load ratings, and compliance with safety standards, protecting both users and the municipality from liability. It also helps with infrastructure longevity and resilience to withstand the specific environmental conditions of the harbor's location including tidal variations, storm events, and seasonal weather patterns, as well as functional compatibility with shore connections and the operational needs of various vessel types. Completing environmental assessment and obtaining required permit approvals ensures regulatory compliance and addresses any potential impacts of the project to key resources, including avoidance, minimization, and mitigation measures that might be needed during construction.

Getting to construction in a phased process has advantages. The benefits of completing design and environmental permitting for a municipal project that relies on grant funding include:

- Grant readiness – The Alaska Municipal Harbor Grant Program requires "shovel-ready" projects with completed designs and permits. Having these in place makes the City's FY25 (or beyond) Federal grant applications more competitive and increases chances of securing funding.
- Accurate cost estimates - Completed designs provide detailed cost projections, allowing for more precise grant requests and reducing the risk of funding shortfalls.

- Reduced timeline uncertainties - Environmental permitting often has unpredictable timelines. Completing this work in advance prevents delays once funding is secured.
- Demonstrated commitment - Shows granting agencies your municipality has already invested resources, indicating project viability and local support.
- Risk mitigation - Identifies potential environmental issues early, allowing time to address them before construction rather than facing costly surprises later.
- Sequential funding opportunities - Enables applications for design/permitting grants first, then implementation grants, removing the need to ask for design/permitting funding in the construction grant application.

City Council questioned what is included in the project scope and asked for a budget

The project scope consists of environmental and engineering services to complete 100% design of Systems 4 and 1 ADA-compliant replacement floats, including:

- Connector floats A & AAA lengthened to widen narrow fairways to reduce vessel collisions;
- Replacement of corroded and undersized pilings to meet load demands on the systems;
- Four 100-foot, covered gangways to replace 73-foot gangways number 1, 2, 4, and 6;
- Code-compliant fire response, potable water and electrical supply systems.

The scope also includes completing environmental review and permitting which will be required to adequately address potential impacts of float construction activities to key resources and detail avoidance, minimization, and mitigation measures during construction. See Float System Replacement diagram, attached.

The initial plan is to retain a coastal engineer from the City's competitively procured Term Contractors) to bring designs to 35%, initiate long-lead time environmental and permitting activities and assist with developing a bid document to competitively procure a contractor to complete engineered design sets, field investigations, environmental and permitting under a Design-Build contract.

Staff obtained an engineers' cost estimate for the work to inform the City's 2024 Port Infrastructure Development Program grant application and is broken down as follows: Field Investigations \$250,000; Design Drawings and Specifications \$1,220,000; Environmental Review \$400,000; Permitting \$335,000. Tasks to be performed under these budget categories include:

1. Enter into Federal Award Agreement
 - Approve Award Agreement via a Homer City Council Ordinance
 - Execute and return Federal Award Agreement to the Denali Commission
2. Issue Task Order to Competitively Procured Engineering Design Consultant
 - Complete 35% Design
 - Initiate long-lead time Permit activities
 - Complete Design-Build RFP to include project description, preliminary design, scope and specifications, terms and conditions and timeline.
3. Advertise for & Select Design-Build Contractor
 - Competitively procure design-build contractor
 - Issue Notice of Award and Execute Contract

4. Field Investigations

Contractor services include mobilization of equipment, limited drilling and logging boreholes, geophysical bottom survey, topographic survey and reporting. Includes labor, equipment and travel costs.

5. Design Drawings

Contractor services include development of reports, design plans, specifications and cost estimates at stages listed below, review meetings and revisions to design to address review comments.

- 65% design drawings, with specifications and cost estimate for construction
- 95% design drawings, with specifications and cost estimate for construction
- 100% design drawings, with specifications and cost estimate for construction
- Design tasks include, but are not limited to: 1) Adherence to current codes and applicable standards. 2) Design for overall system loads under full occupancy with consideration for shielding factors and deflections of the system and its effects on pile loads, and that all design forces and loads shall be borne by the float structure and transmitted to the piles through an adequate load path. 3) System design that compensates for the effects of tidal elevations, current, wind loads, and waves using US Army Corps of Engineering method, considering protection offered by breakwaters as well as locally generated waves to minimize effect on pile collars and float systems, minimize pounding and ensure long service life. 4) Calculation of dead loads, and snow load for proper float buoyancy design, insuring gangway performance and that floats have proper freeboard under live loads, proper float level under dead loads and that decks are within tolerances of being level. 5) System layout including fairways, aisle clearances, and float widths in conformance with ASCE 50 and UFC 4-152-07 to accommodate design vessels. 6) Accessible routes and minimum number and size of accessible slips in accordance with ADA 1003. 7) Design drawings for any utility attachments or appurtenance attachments such as ladders, HDPE potable water piping, fire extinguisher cabinets, power pedestals, etc. as required to function with the final geometry of the float system. 8) That length and position of the floats shall not encroach on the fairway 9) final pile design including cathodic protection and determining lateral loads acting on design vessels and floating docks and applied to piles as well as embedment required to achieve fixity 10) BABA compliance (Build American-Buy American)

6. Environmental Review and Permitting

The City will retain an environmental consultant with NEPA and permitting experience in Alaskan harbor and dock projects needing Incidental Harassment Authorizations (IHAs) and information to support federal agencies' permit decisions. The contractor will provide assurance that design supports National Environmental Policy Act (NEPA) requirements and is properly permitted. Budget anticipates that the impacts and level of controversy are not significant; an environmental assessment is anticipated to adequately address potential impacts to key resources and detail avoidance, minimization, and mitigation measures.

- Contractor completes environmental narrative, public and regulatory agency outreach and scoping, conducts outreach to regulatory agencies and the public, develops draft Environmental Assessment report, conducts public and agency comment period, and completes final environmental assessment compliant with US Department of Transportation Maritime Administration requirements.
- Contractor secures construction permits, including an Endangered Species Act and Incidental Harassment Authorization (IHA) permits.
- The project will require the following standard State environmental permits and approvals:

- Alaska Department of Fish and Game – Fish Habitat Permit
- Alaska Department of Environmental Conservation – Stormwater Treatment & Runoff Design Review; Water & Sewer Utilities; Multi Sector General Permit; Operational SWPPP for Boatyards; permit applications to comply with Sections 401 and 404 of the Clean Water Act and Section 10 of the Rivers and Harbors Act
- Alaska State Historic Preservation Office – Section 106 of the National Historic Preservation Act review
- Federal environmental permits required include:
 - IHAs under the Marine Mammal Protection Act: NMFS – whales, porpoises, seals, and Steller sea lions; U.S. Fish and Wildlife Service – northern sea otters
 - Biological Assessment in compliance with the Endangered Species Act for marine mammals and the sunflower sea star
 - U.S. Army Corps of Engineers Section 10 and Section 404 Authorizations

A question was posed about utilizing Port & Harbor Match Reserves for float system construction, rather than applying it toward a grant match.

Cost estimates for upgrading System 4 and replacing the gangway with a 100' covered ADA ramp is about \$12 million. By the end of this fiscal year, we're expecting a balance of about \$3.6 million combined total in the Harbor Match and Port and Harbor Reserve Fund 456. At our current rate of adding about \$800K a year to the Harbor Match Reserves and Harbor General Reserves, it would take us around ten years to save up for a \$12 million project—assuming we don't need to spend too much on capital projects maintaining the old infrastructure. For instance, we will be coming to City Council for an appropriation in the next month for approximately \$25,000 to refloat DD Float on System 4, which has almost no remaining freeboard. I'm very concerned that if we don't get adequate floatation under DD and we have another hard winter, we will likely need to condemn DD (36 stalls).

The Port and Harbor has an ongoing bond payment for the 2013 Harbor Float Replacement Project, which was refinanced in 2022. Currently, our annual payment is \$300,000, and the last payment is scheduled for 2033. Once that bond is paid off, we'll have more flexibility in our budget to take on additional debt for future projects and potentially replacement timeline.

Historically, the Port and Harbor has counted on state and federal grants to cover about 50% of the costs for float replacement projects. In 2015, the City Council and Port Commission approved a 10-year moorage rate plan for the harbor, assuming grants would offset a significant portion of the costs. That plan had a \$62 per foot cap plus inflation, and we kept the increases to 3.2% per year over 10 years instead of implementing a massive fee jump all at once. We were at \$32 per foot when the public education on these rates first started. All to say that in 2025 we are currently half way to where we should have been in 2015 when it comes to sustainable moorage rates.

At least for the near future, it seems we can't rely as heavily on grant funds. We may have to rethink how we approach funding these projects moving forward. However, while the Federal grant landscape will be changing under the policies of the new Administration, there are still federal subsidy grants available for the City to pursue that were previously enacted by Congress. Presently this includes:

- Rural and Tribal Assistance Pilot Program grant which staff submitted on 3/18/2025 for \$735,000 to help fund environmental review and permitting activities (no match funds required);
- 2025 Port Infrastructure Development Program grant for construction subsidy (20% match required for competitiveness). Through Ordinance 25-09, Homer City Council appropriated Port and Harbor Reserve Funds to obtain professional grant writing services to assist with the grant, but staff is still waiting for the Notice of Funding to make its way through review for conformance to the new Presidential Executive Orders and be published before working on an application;
- Possibly a 2025 BUILD (formerly RAISE) grant; and
- Accepting the Denali Commission Transportation Program Grant.

Shovel-Ready Plans: A Path Forward

With that in mind, accepting the Denali Commission grant leverages one known subsidy opportunity to get shovel-ready plans in place. We'll need them no matter what we do next, and it's an opportunity to cover half the cost through a grant than to pay for everything out of the enterprise account.

Recommendation:

Adopt Ordinance 25-17(S).

Attachments:

2025-2030 CIP Project Description
Float System Replacement diagram
30% Design Drawings



3. Homer Harbor Critical Float System Replacement: Float Systems 4 & 1

Project Description & Benefit: The project replaces Systems 1 and 4 and their adjoining gangways in Homer Harbor. These float systems were constructed by the State of Alaska in 1964 for the original Homer Harbor and transferred to City ownership in 1999 with extensive deferred maintenance. Despite having completed major upgrades to harbor assets in the past ten years and increased maintenance expenditures, the City has been unable to keep pace with infrastructure deterioration.

Systems 1 and 4 range in age from 37 to 60 years old, are in serious to critical condition, do not meet current design or safety standards and will soon face load restrictions or decommissioning. Demand for moorage and regional freight movement has increased such that the harbor already cannot meet demand. Together, these float systems moor 503 of the 920 vessels the Harbor accommodates and they offer 4,100 linear feet of transient moorage for vessels up to 75 feet long. Decommissioning will displace vessels and create hardship for regional transportation networks that depend on safe and efficient operations at the Harbor, including the Seldovia Fast Ferry Kachemak Explorer for passenger and freight loading, 130 remote worksites and non-road connected communities throughout southcentral and western Alaska, and the commercial fishing fleet.

Major maintenance (added flotation to the main and stall floats and replacing timber piles and decking) has allowed continued use of these floats. But at over thirty years beyond their engineered life expectancy, the systems exhibit critical loss of structural capacity. A 2022 Harbor Condition Survey rated the systems in serious and critical condition, non-compliant with design, fire protection and safety standards and will soon face load restrictions or decommissioning.

Demand for moorage and regional freight movement has increased such that the harbor already cannot meet system demands. The loss of floats in Systems 1 and 4 will have a ripple effect, slow the entire harbor operations, and contribute to delayed shipments. Closing even one finger on a float, either for additional repairs or permanently, means that affected vessels have to raft, hot-berth, move to transient moorage, or most likely be displaced entirely from the facility. System-wide closure would affect 336 vessels for System 1 and 167 vessels for System 4, over half of the harbor's stall capacity. Decommissioning an entire system would increase harbor congestion and operational delays related to rafting and tidal draft constraints, cost the harbor and vessel operators time and fuel. A sudden float system failure that causes vessel damage is a life/safety concern and would likely cost a fisherman an entire season, disrupt freight delivery schedules, and block access to critical floats and services.

Plans & Progress: R&M Engineers provided a harbor-wide condition report and cost estimate for float replacement in 2023 that identified critical float replacement needs including upgrades to shore power, fire suppression and potable water systems. Alaska Harbors Consulting provided 30% design drawings and a cost estimate in 2024. Phase 1 is design, engineering and permitting to bring the project to construction ready status. Phase 2 is Construction estimated at \$58,035,898.

Partial Phase 1 funding has been secured through a 2024 Denali Commission grant. A FY25 Community Project Funding request forwarded by Representative Peltola is slated to secure \$250,000 from the Transportation, Housing and Urban Development Appropriations Subcommittee as well. The City has a grant application pending with the FY24 Port Infrastructure Development Program for both design and construction, and proposes to meet 20.5% match through a revenue bond or TIFIA loan.

Total Project Cost: \$60,240,898

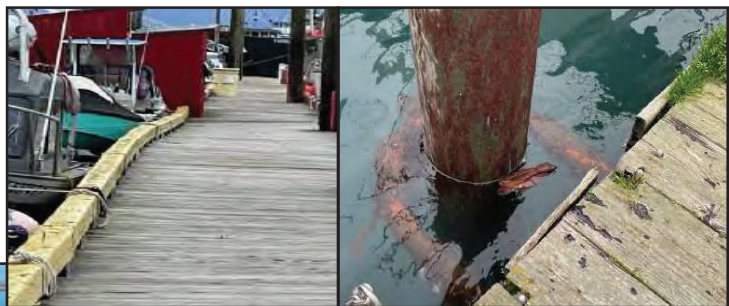
Phase 1: Design, engineering & permits \$ 2,205,000

FY24 Denali Commission grant: \$1,100,000 (confirmed)

FY25 Federal Appropriation: \$ 250,000 (pending)

FY26 State Capital Request: \$ 250,000

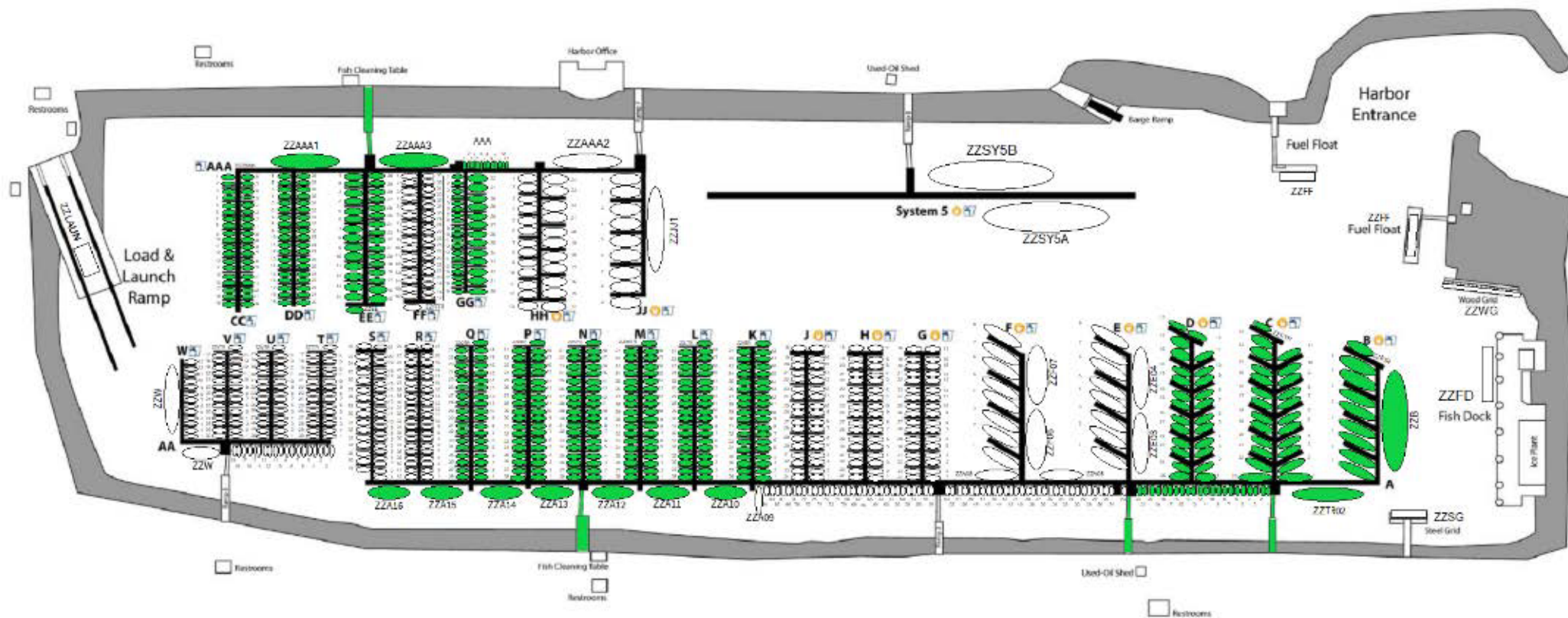
City of Homer Match: \$ 605,000



The warped Headwalk Float AAA (above) shows a failure in the structural members below the deck and lack of flotation. Low freeboard results in accelerated corrosion of the submerged pile collar and decaying connections to the float. Decking has rot and hardware connections protrude through it.

Systems 4 and 1 moor 503 vessels, over half the harbor's capacity.

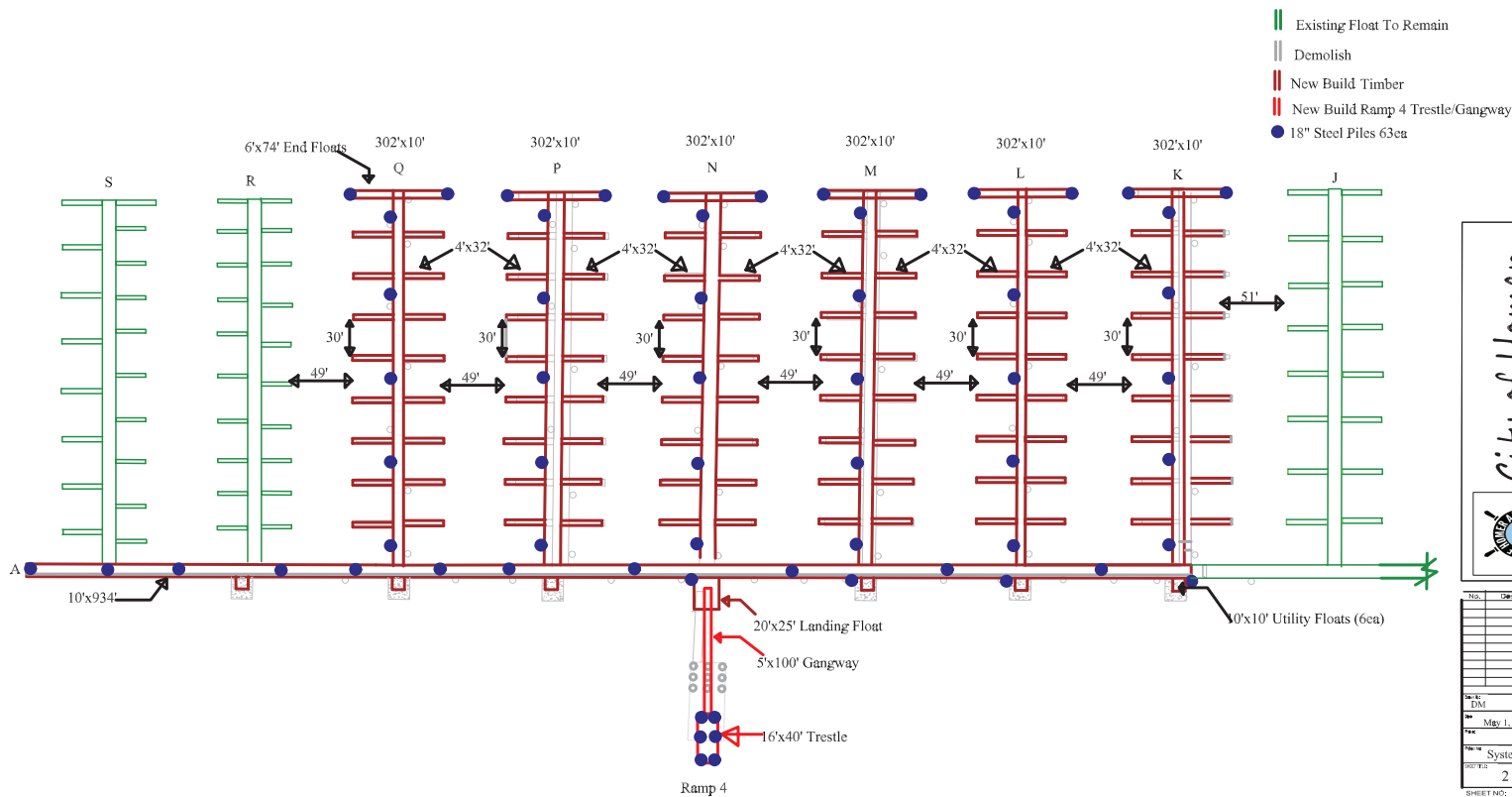
Schematic of Homer Harbor Float Systems 1 and 4 Replacement Project



Green shading indicates Float Systems to be replaced.

After design, engineering and permitting, construction will

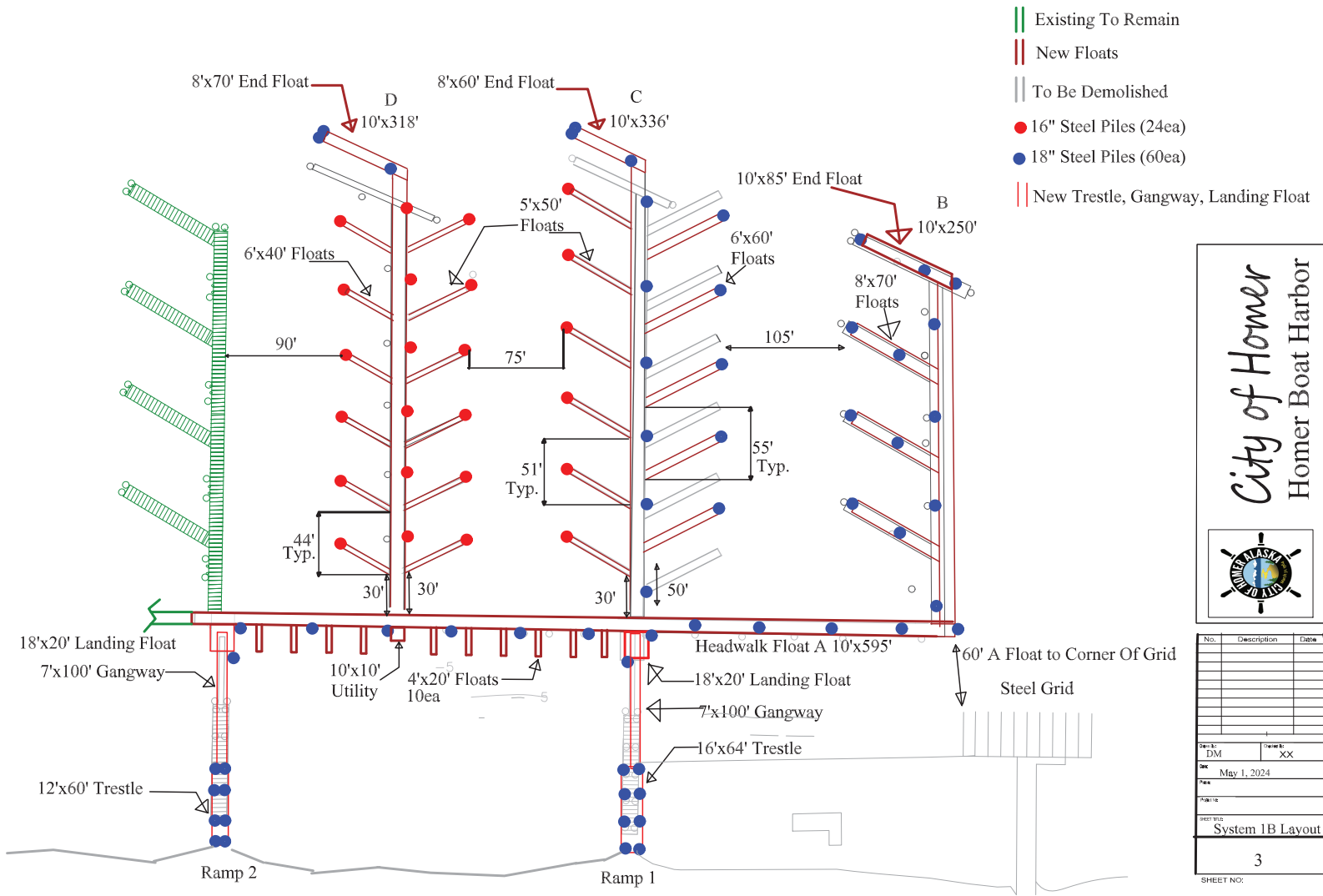
- Replace System 4, including floats CC, DD, EE, and GG and connector float AAA.
- Replace System 1, including floats Q, P, N, M, L, K, D, C, and B and connector float A.
- Lengthen connector float AAA to increase spacing between floats CC, DD, EE, and GG for greater maneuverability, which will
 - (i) reduce the likelihood of collisions, particularly during low tide times, and
 - (ii) allow for larger vessels to use the slips on those floats, which in turn would increase the Port's capacity to handle larger vessels.
- Replace 73-foot gangways (1, 2, 4, and 6) with covered 100-foot gangways, reducing ice and snow cover and gangway slope during low tides of 30-foot fluctuations or more to improve gangway ease of use and safety.
- Meet Americans with Disabilities Act accessibility requirements for the systems and bring the fire suppression system up to code.

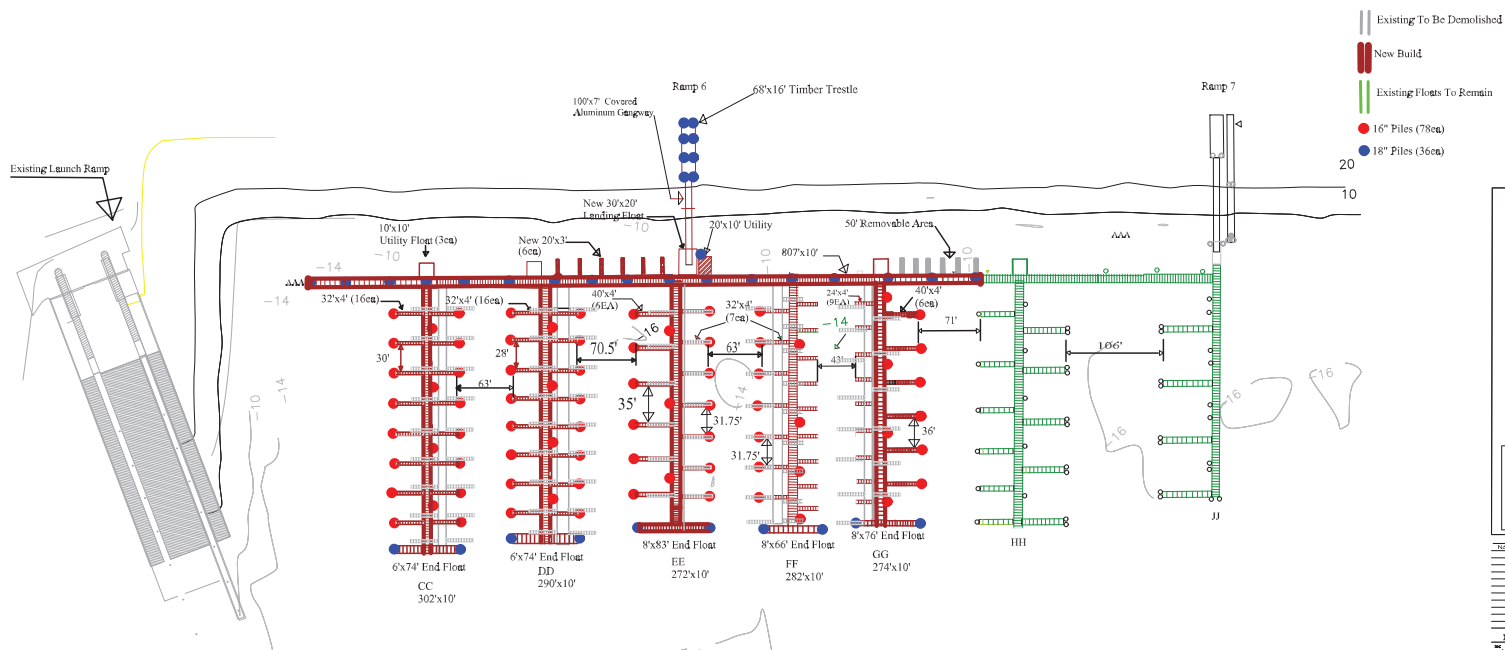


City of Homer
Homer Boat Harbor

No.	Description	Date
1	DM	XX
2	May 1, 2024	

Drawn: System 1A Layout
SHEET NO: 2





City of Homer
Homer Boat Harbor

REV	DESCRIPTION	DATE
1	ISSUED FOR PERMIT	1/1/2024
2	FOR CONSTRUCTION	1/1/2024
3	FOR CONSTRUCTION	1/1/2024
4	FOR CONSTRUCTION	1/1/2024
5	FOR CONSTRUCTION	1/1/2024
6	FOR CONSTRUCTION	1/1/2024
7	FOR CONSTRUCTION	1/1/2024
8	FOR CONSTRUCTION	1/1/2024
9	FOR CONSTRUCTION	1/1/2024
10	FOR CONSTRUCTION	1/1/2024

System 4 Layout

4

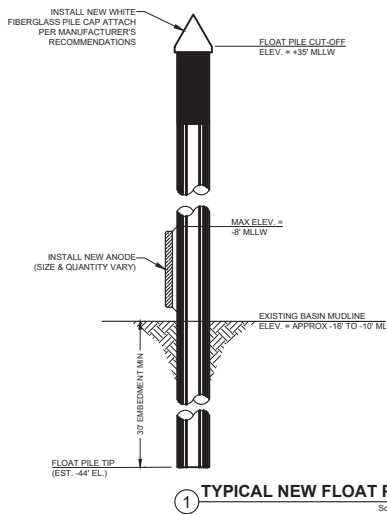
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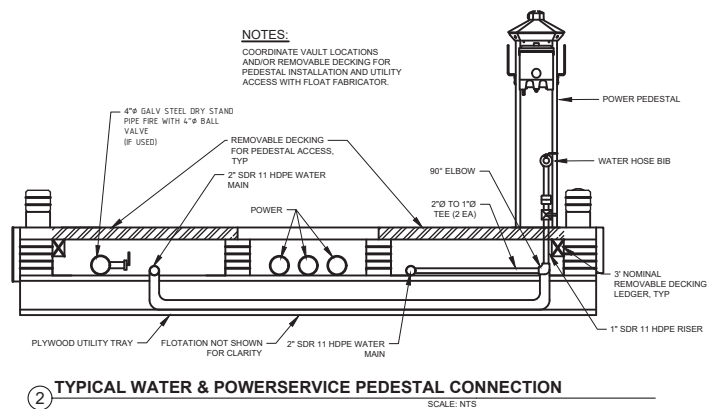
- Plotted 5/6/2024 by L. Galbraith

Plotted 5/6/2024 by L. Gallorath



NOTES:

1. MINIMUM FLOAT PILE LENGTH SHALL BE BASED ON 30 FEET OF EMBEDMENT AND A TOP ELEVATION OF +35 FEET MLLW.
2. THE CONTRACTOR DESIGN OF THE FLOAT SYSTEM MAY INCLUDE ADDITIONAL PILING, OR DEEPER PILING EMBEDMENT.

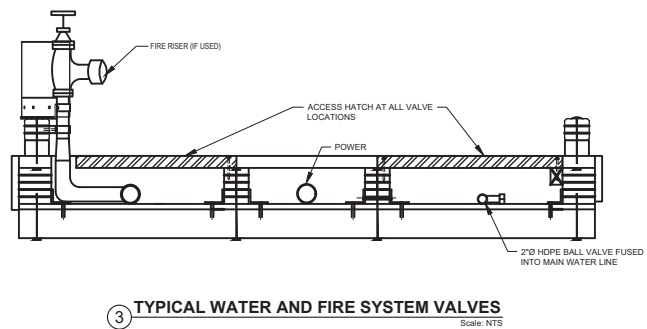
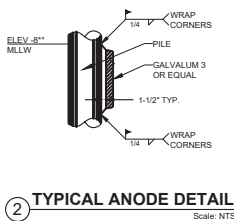


NOTES:

- COORDINATE VAULT LOCATIONS AND/OR REMOVABLE DECKING FOR PEDESTAL INSTALLATION AND UTILITY ACCESS WITH FLOAT FABRICATOR.

NOTES:

1. INSTALL TWO EA. ANODES PER FLOAT. WEIGHT SHALL BE ANODE MATERIAL NOT INCLUDING MOUNTING TAB. LENGTH OF ANODE SHALL NOT EXCEED 36\"/>
2. TOP OF INSTALLED ANODE SHALL BE NO HIGHER THAN ELEV -8' U.O.N.
3. ANODES SHALL BE INSTALLED BY AN AOC CERTIFIED DIVER. WET WELD TO AWS D3.6 CLASS B STANDARDS
4. COORDINATE ANODE ELEVATION WITH FINAL DESIGN OF FLOATS AND PILE COLLARS.



City of Homer
Homer Boat Harbor



No.	Description	Date

DM KN
MAY 1, 2024

PILE AND ANODE
DETAILS

SHEET NO.

6



MEMORANDUM

Ordinance 25-17, An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating a FY24 Transportation Program Grant in the amount of \$1,100,000 from the Denali Commission for the purpose of completing design and permitting for Homer Harbor Critical Float System Replacement. City Manager/Port Director.

Item Type: Back-Up Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: March 5, 2025
From: Melissa Jacobsen, City Manager

The City of Homer has been awarded an FY24 Transportation Program Grant from the Denali Commission in the amount of 1,100,000. As described by the Commission, this grant program “addresses planning, design and construction of ports, harbors, and other rural waterfront needs such as barge landings and docking facilities.”

It has been clarified that the required local match is to be \$1,105,000. The \$855,000 figure in the original ordinance assumes we get the Designated Legislative Grant in the amount of \$250,000 which is included in the draft Federal FY25 budget as a part of the Transportation, Housing and Urban Development Appropriations Bill.

Completing design and permitting for Homer Harbor Critical Float System Replacement will not only increase the number of grant programs for which the project is eligible, it will decrease the amount of risk and uncertainty in the project budget, making it a more competitive applicant for all available funding.

RECOMMENDATION: Substitute Ordinance 25-17(S) for 25-17 and adopt Ordinance 25-17(S) to ensure we have appropriated the necessary match funding in the event we don’t receive funding to offset the cost through grants.



MEMORANDUM

Ordinance 25-17, An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating a FY24 Transportation Program Grant in the amount of \$1,100,000 from the Denali Commission for the purpose of completing design and permitting for Homer Harbor Critical Float System Replacement. City Manager/Port Director.

Item Type: Back-Up Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: February 18, 2025
From: Bryan Hawkins, Port Director
Through: Melissa Jacobsen, City Manager

The City of Homer has been awarded an FY24 Transportation Program Grant from the Denali Commission in the amount of 1,100,000. As described by the Commission, this grant program “addresses planning, design and construction of ports, harbors, and other rural waterfront needs such as barge landings and docking facilities.”

This funding will support the completion of field investigations and geotechnical investigation inside the harbor basin where the existing float systems are, 100% design drawings for the project—which is currently at 30% design—and the required environmental review and permitting.

This project requires a local match of \$855,000, which will be verified as each phase of the project is completed. This local match could be met in part by a Designated Legislative Grant in the amount of \$250,000 which is included in the draft Federal FY25 budget as a part of the Transportation, Housing and Urban Development Appropriations Bill.

Completing design and permitting for Homer Harbor Critical Float System Replacement will not only increase the number of grant programs for which the project is eligible, it will decrease the amount of risk and uncertainty in the project budget, making it a more competitive applicant for all available funding.

RECOMMENDATION: Accept and appropriate the FY24 Transportation Program Grant in the amount of \$1,100,000 from the Denali Commission.



Denali Commission
550 West 7th Ave, Suite 1230
Anchorage, AK 99501

907.271.1414 (P)
888.480.4321(TF)
www.denali.gov

August 23, 2024

Melissa Jacobsen
Interim City Manager
City of Homer
491 E Pioneer Ave.
Homer, AK 99603

*****Delivered via email to citymanager@cityofhomer-ak.gov *****

RE: 2024 Denali Commission Program Grants FOA DC-WP-24-001

Dear Ms. Jacobsen,

I am pleased to inform you that a selection committee recently evaluated your application for **2024 Denali Commission Program Grant** funds. Your application for the Homer Port Coastal Freight Phase 1 Project was approved for funding in the amount of **\$1,100,000**.

Please note: this letter does not authorize you to incur costs or otherwise obligate Denali Commission funds until your financial assistance award has been fully executed.

Transportation Program Manager Nikki Navio will be in touch soon to assist you in identifying any additional information that may be relative to your project and to negotiate your financial assistance award.

Congratulations on your successful application. We at the Denali Commission look forward to working closely with you on this important project and offer our best wishes for your success. If you have any questions regarding this award, please feel free to contact Nikki at 907-271-1414.

Sincerely,

Jocelyn Fenton
Interim Federal Co-Chair

cc: Nikki Navio, Denali Commission Transportation Program Manager
Janet Davis, Denali Commission Grants Officer

CITY OF HOMER
HOMER, ALASKA

City Manager/
Port Director

ORDINANCE 25-17(S)

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
AMENDING THE FY25 CAPITAL BUDGET BY ACCEPTING AND
APPROPRIATING A FY24 TRANSPORTATION PROGRAM GRANT IN
THE AMOUNT OF \$1,100,000 FROM THE DENALI COMMISSION FOR
THE PURPOSE OF COMPLETING DESIGN AND PERMITTING FOR
HOMER HARBOR CRITICAL FLOAT SYSTEM REPLACEMENT
PROJECT **WITH A LOCAL MATCH OF \$1,105,000 AND**
AUTHORIZING THE CITY MANAGER TO EXECUTE THE
APPROPRIATE DOCUMENTS.

WHEREAS, The Homer Harbor Critical Float System Replacement is ranked third among
the City of Homer FY2026 State and Federal Legislative Priorities in the Capital Improvement
Plan; and

WHEREAS, The City submitted an application to the Denali Commission Transportation
Program for funding to complete design and permitting activities for the Harbor Critical Float
System Replacement project for the Homer Harbor; and

WHEREAS, As a ‘shovel-ready’ project with completed design and permitting, Homer
Harbor Critical Float System Replacement will become eligible for more sources of grant
funding; and

WHEREAS, The Denali Commission has awarded the City a grant in the amount of
\$1,100,000 requiring a local match of ~~\$855,000~~ **\$1,105,000.** and

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY25 Capital Budget by accepting
and appropriating a FY24 Transportation Program Grant in the amount of \$1,100,000 from the
Denali Commission ~~for the purpose of completing design and permitting for Homer Harbor~~
~~Critical Float System Replacement with a local match of \$855,000~~ as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
415-XXXX	Denali Commission Grant	\$1,100,000
	<u>FY24 Transportation Program Grant</u>	

Section 2. The Homer City Council hereby amends the FY25 Capital Budget by appropriating \$1,105,000 from the Port & Harbor Match Reserves as follows:

Transfer from:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
<u>456-0389</u>	<u>Grant Matching Funds</u>	<u>\$1,105,000</u>

Transfer to:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
<u>415-xxxx</u>	<u>Homer Harbor Critical Float System Replacement Project</u>	<u>\$1,105,000</u>

Section 3. The total construction project cost budget for the City of Homer is \$2,205,000 as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
<u>415-xxxx</u>	<u>FY24 Transportation Program Grant</u>	<u>\$1,100,000</u>
<u>456-0389</u>	<u>Grant Matching Funds</u>	<u>\$1,105,000</u>

Section 4. The City Manager is authorized to execute the appropriate documents.

Section 5. This ordinance is a budget amendment ordinance, is temporary in nature and shall not be codified.

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:

- 84
- 85 First Reading:
- 86 Public Hearing:
- 87 Second Reading:
- 88 Effective Date:

CITY OF HOMER FINANCIAL SUPPLEMENT

PROJECT NAME	Match - FY24 Transportation Program Grant	DATE	03/04/2025
DEPARTMENT	Port and Harbor	SPONSOR	City Manager/Port Director
REQUESTED AMOUNT	\$ 1,105,000		

DESCRIPTION	<p>The Homer Harbor Critical Float System Replacement is ranked third among the City of Homer FY2026 State and Federal Legislative Priorities in the Capital Improvement Plan. The City submitted an application to the Denali Commission Transportation Program for funding to complete design and permitting activities for the Harbor Critical Float System Replacement project for the Homer Harbor. As a 'shovel-ready' project with completed design and permitting, Homer Harbor Critical Float System Replacement will become eligible for more sources of grant funding.</p> <p>The Denali Commission has awarded the City a grant in the amount of \$1,100,000 requiring a local match of \$1,105,000.</p>
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FUNDING SOURCE(S)	OPERATING	GF CARMA	GF FLEET CARMA	PORT MATCH RESERVES	WATER CARMA
	0%	0%	0%	100%	0%
	HAWSP	HART-ROADS	HART-TRAILS	PORT FLEET RESERVES	SEWER CARMA
	0%	0%	0%	0%	0%

FUNDING SOURCE 1: PORT MATCH RESERVES	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance \$ 1,993,675	Current Balance _____	Current Balance _____
Encumbered \$ 288,524	Encumbered _____	Encumbered _____
Requested Amount \$ 1,105,000	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda \$ 0	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance \$ 600,151	Remaining Balance _____	Remaining Balance _____
FUNDING SOURCE 4:	FUNDING SOURCE 5:	FUNDING SOURCE 6:
Current Balance _____	Current Balance _____	Current Balance _____
Encumbered _____	Encumbered _____	Encumbered _____
Requested Amount _____	Requested Amount _____	Requested Amount _____
Remaining Balance _____	Remaining Balance _____	Remaining Balance _____

**Financial Assistance Award Terms and Conditions
Between the Denali Commission and City of Homer
For Homer Port FREIGHT (Freight Resiliency & Efficiency – Improving Greater
Homer-area Transportation) – Phase 1 Design & Permitting
Award No. _____**

1. Project Summary

- a. Scope of Work: Complete design, environmental review and permitting for the Float System 4 & 1 Replacement project which will help safeguard Homer's critical marine transportation infrastructure
- b. Deliverables: See Attachment A: Scope of Work.
- c. Budget: The Commission makes \$1,100,000 available for the project via this Financial Assistance Award (FAA) and is designated as a non-federal match to other federal funds. This amount includes all direct, indirect, and pre-award costs (if any) authorized pursuant to 2 CFR 200.458. Other partners on the project include City of Homer, who in total is contributing an additional \$855,000. All Commission funding shall be used for the scope of work identified in this FAA only. Any funds remaining after the full scope of work has been completed shall be returned to the Denali Commission consistent with 2 CFR 200.345.
- d. Delivery Method: The City of Homer will oversee all tasks and contracts and competitively procure a contractor to achieve 35% design, initiate long-lead time permit activities, and develop the request for proposals, followed by procuring a design-build team to complete the design.
- e. Performance Period: The Period of Performance for this FAA is 6 January 2025 through 31 July 2026. In accordance with 2 CFR 200.309 Recipients can only incur obligations or costs against this FAA during the Period of Performance, unless specifically authorized in the Special Provisions. If a project cannot be completed within the approved Period of Performance, an extension request must be made in accordance with the Commission's Recipient Guidelines and Requirements (RGR).
- f. Place of Performance and Beneficiaries: The place of performance is Homer, a small, rural, first-class city in Census Tract 10, approximately 220 miles south of Anchorage, Alaska on the southern end of the Kenai Peninsula. The community has a population of 5,522 people, 7.6% of whom identify as American Indian or Alaska Native.

Homer is:

- not identified as a distressed community in the Commission's 2023 Distressed Communities Report
- not identified as an Environmentally Threatened Community in the Commission's 2019 Statewide Threat Assessment

- not identified as disadvantaged per the Council on Environmental Quality's Climate and Economic Justice Screening Tool

Additional details are included in Attachment A.

2. Project Reporting and Commission Site Visits

Progress reports and a closeout report are required under this FAA. Progress Reports shall be submitted at the frequency stipulated in the Special Provisions.

The Closeout Report shall be completed within 90 days of the end of the Period of Performance. All reports must be submitted using the Denali Commission's online Project Database System, available at [Denali Commission Project Database](#).

Commission staff or agents of the Commission may visit the project site or home office to monitor progress during or after the Period of Performance. The Recipient shall coordinate and make information available to facilitate such site visits.

Refer to the [Recipient Guidelines and Requirements](#) document for further information related to reports and site visits.

3. Payments

The Commission shall make payments under this FAA per [2 CFR 200.305](#) by electronic transfer in response to a [Standard Form 270 \(SF-270\)](#) "Request for Advance or Reimbursement", submitted by the Recipient. At a minimum, all SF-270s must include summary cost information on labor, materials, contracts/consultants, and indirect costs. Detailed documentation is required for any single expenditure greater than \$50,000. The Special Provisions will indicate if Pre-award Costs and/or Advance Payments are authorized under this FAA. Requests for reimbursements may be made as needed. Refer to the [Recipient Guidelines and Requirements](#) document for further information about submitting SF-270s.

4. Modifications

In accordance with [2 CFR 200.308](#), the Recipient shall report deviations in project scope, budget, delivery method, management plan, schedule, or changed site conditions and request prior approvals from the Program Manager. The Recipient shall also submit written requests to the Program Manager to replace Key Staff identified in the Special Provisions. Refer to the [Recipient Guidelines and Requirements](#) document for further information about modifying a Financial Assistance Award.

5. Financial Management, Record Keeping, Internal Controls, and Audits

The Recipient must have financial management and record-keeping systems consistent with [2 CFR 200.302](#). If the Recipient is a State organization, it must

expend and account for FAA funds in accordance with applicable State laws and procedures for expending and accounting for the State's own funds.

The Recipient must establish and maintain adequate internal controls with respect to this FAA that are consistent with [2 CFR 200.303](#).

In accordance with [2 CFR 200.501](#), Recipients that expend \$750,000 or more of federal funds in a year shall have a single or program-specific audit conducted for that year.

Refer to the [Recipient Guidelines and Requirements](#) document for further information about financial management, record keeping, internal controls, and audits.

6. Direct and Indirect Costs

All direct costs must be allowable, allocable, and reasonable. Indirect costs must be allocable based on accepted accounting policies and practices and in accordance with the Recipient's Negotiated Cost Rate Agreement (NCRA), as applicable. Recipients not having an NCRA may charge the 15% De Minimis rate to [Modified Total Direct Costs \(MTDC\)](#). Indirect costs must be included as a line item or identified with appropriate notes in the approved FAA budget. Refer to [2 CFR 200 Subpart E \(Cost Principles\)](#) and the [Recipient Guidelines and Requirements](#) document for further information on direct and indirect costs.

7. Sub-Awards

All sub-awards and contracts issued by the Recipient under this FAA must comply with [2 CFR 200.331](#) and [332](#).

8. Procurements

- a. States: In accordance with [2 CFR 200.317](#), when procuring property and services under this FAA, a State Recipient must follow the same policies and procedures it uses for procurements from its non-Federal funds. The State Recipient must also comply with [2 CFR 200.322](#) and ensure that every purchase order or contract includes any clauses and provisions required by [2 CFR 200.326](#).
- b. Other Non-Federal Entities: All other non-Federal Recipients, including subrecipients of a State, must follow their own documented procurement procedures, provided that the procedures conform to applicable Federal law and the standards in [2 CFR 200.318](#) through [200.326](#). Refer to the *Recipient Guidelines and Requirements* document for further information.

9. Acknowledgment of Support

The Recipient shall name the Denali Commission as a financial contributor and project/program partner in all media correspondence related to the work supported by this FAA. If Commission funds are used for construction, the Recipient shall also display a sign at the construction site acknowledging the Commission's support. Refer to the [Recipient Guidelines and Requirements](#) document for further information.

10. Real Property and Equipment

The Disposition requirements and restrictions outlined in [2 CFR 200.310](#) through [200.316](#) apply unless specifically altered in the Special Provisions to this FAA.

Any Real Property reporting requirements that apply in accordance with [2 CFR 200.329](#) will be stipulated in the Special Provisions to this FAA.

11. Conflict of Interest

In accordance with [2 CFR 200.112](#), the Recipient must disclose in writing any potential conflicts of interest to the Commission. In addition, [2 CFR 200.318](#) requires that Recipients maintain written standards of conduct covering conflicts of interest and governing the performance of their employees engaged in the selection, award, and administration of contracts. Refer to the [Recipient Guidelines and Requirements](#) document for further information.

12. Denali Commission Policies

Recipients may be required to comply with specific published Denali Commission policies which can be found in the [Recipient Guidelines and Requirements](#) document. The Special Provisions to this FAA will stipulate any specific requirements or deliverables related to these policies.

13. Laws and Regulations

Recipients are required to comply with all applicable Federal laws and regulations. General categories of potentially applicable laws and regulations are summarized below. Refer to the [Recipient Guidelines and Requirements](#) document for further information on specific laws and regulations that may apply.

- a. Debarment and Suspension
- b. Whistle-blower Protection
- c. Non-Discrimination
- d. Lobbying and Propaganda
- e. Environmental
- f. Drug-Free Workplace
- g. Travel
- h. Human Rights
- i. Animal Welfare

- j. Executive Compensation
- k. Build America, Buy America Act

14. Other Provisions

- a. The United States expressly disclaims any and all responsibility or liability to the Recipient or sub-recipients for the actions of the Recipient or sub-recipients resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this FAA, including sub-awards, contracts, or sub-contracts issued in connection with this FAA.
- b. To the maximum extent practicable, considering applicable laws, the Recipient shall accomplish the project contemplated by this FAA using local Alaska firms and labor.
- c. All terms and conditions in this FAA apply to any sub-recipient under this FAA.
- d. Failure to comply with the provisions of this FAA or maintain satisfactory performance may result in additional FAA conditions pursuant to [2 CFR 200.207](#). This includes but is not limited to temporarily withholding payments pending the correction of the deficiency, disallowance of project costs, and wholly or partially suspending or terminating the FAA. In addition, failure to comply with this FAA's provisions may also negatively impact the Recipient's eligibility for future Federal awards.

15. Special Provisions

Progress Reports: Shall be submitted on a quarterly basis. The first reporting period is upon Notice of Award and quarterly thereafter in accordance with the Commission's *Recipient Guidelines and Requirements*.

Pre-award Costs: Allowable upon review and approval from the Program Manager.

Match Requirements: Final SF-270 will not be reimbursed until documentation of match portion has been provided for each task and activity.

Advance Payments: Allowable upon review and approval from the Program Manager.

Key Staff: The following individuals will serve as key staff on the project.

Role	Name	Title	Phone	Email
Signatory Official	Melissa Jacobsen	City Manager	907-435-3102	mjacobsen@ci.homer.ak.us
Program Manager	Bryan Hawkins	Port Director	907-435-3157	bhawkins@ci.homer.ak.us
Back-up Program Manager	Amy Woodruff	Port & Harbor Administrative Supervisor	907-435-3146	awoodruff@ci.homer.ak.us
Financial Manager	Elizabeth Fischer	Finance Director	907-435-3117	efischer@ci.homer.ak.us
Back-up Financial Manager	Jenna DeLumeau	Comptroller	907-435-3116	idelumeau@ci.homer.ak.us
Staff Liaison	Jenny Carroll	Special Projects & Communications Coordinator	907-435-3101	jcarroll@ci.homer.ak.us

Denali Commission Policies:

- *Investment Guidance Policy:* Initiatives and projects developed pursuant to this FAA must maximize match funding and long-term benefits to Alaska.
- *Sustainability Policy:* Initiatives and projects developed pursuant to this FAA must include analysis that shows the initiative/project will be sustainable.
- *Community Planning Policy:* Initiatives and projects developed pursuant to this FAA must be consistent with local and regional planning documents.
- *Open Door Policy:* Any facilities developed pursuant to this FAA shall be available to all potential users.
- *Private Enterprise Policy:* Initiatives and projects developed pursuant to this FAA shall not compete with private interests.
- *Competitive Bid Policy:* Where multiple Alaska-based vendors can complete the required work, Recipients are encouraged to pursue a competitive bid; price competition is required for all contracts over \$3 million.

NEPA: Project falls under Denali Commission National Environmental Policy Act (NEPA) Implementing Procedures published in [45 CFR Part 900](#) on 1 October 2016 Categorical Exclusion A5 for design. In addition to design, the project includes a full NEPA review conforming to Title 23 requirements.

Cooperative Agreement: Not Applicable (N/A)

Equipment Disposition: N/A

Insurance: The Denali Commission shall be named additional insured on City of Homer's General Liability Insurance Policy, the General Liability Insurance Policy of the prime architectural/engineering firm(s) retained to design the project, the Liability Insurance Policy of the first tier construction firm(s) who will construct the project, and the Liability Insurance Policy of all other independent professional service firms (e.g. land surveyors, geotechnical engineers) with a primary role on the project.

Bonds: Bid (if applicable), Payment and Performance bonds in accordance with 2 CFR 200.325.

Ownership and Site Control: N/A

Davis Bacon Wages: N/A

Climate Change and Infrastructure Resilience: City of Homer is encouraged to consult the ASCE Manual of Practice 140 (MOP 140) *Climate-Resilient Infrastructure: Adaptive Design and Risk Management*, 2018. Simple use of historical environmental data to inform design work is not appropriate. Recipient and/or Recipient's design professionals shall judiciously account for the potential for increased rates of permafrost thaw, coastal/riverine erosion, and flooding during the design life of the infrastructure.

Real Property Disposition: N/A

Real Property Reporting: N/A

16. Program Manager, Financial Manager & Other Contact Information

Denali Commission	City of Homer
Nikki Navio Program Manager 550 W. 7th Avenue, Suite 1230 Anchorage, AK 99501 Phone: 907-271-1413 E-mail: nnavio@denali.gov	Bryan Hawkins Project Manager 491 E. Pioneer Avenue Homer, AK 99603 Phone: 907-435-3157 Email: bhawkins@ci.homer.ak.us
Janet Davis Grants Management Officer 550 W. 7th Avenue, Suite 1230 Anchorage, AK 99501 Phone: 907-271-3036 E-mail: jdavis@denali.gov	Elizabeth Fischer Finance Director 491 E. Pioneer Avenue Homer, AK 99603 Phone: 907-435-3117 Email: efischer@ci.homer.ak.us