



Agenda

City Council Regular Meeting

Monday, January 08, 2024 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 Regular Meeting Minutes of November 27, 2023. City Clerk. Recommend adoption.
- b. Memorandum CC-24-001 from Mayor Castner re: Appointment of Caitlyn Rogers as Student Representative to the Port and Harbor Advisory Commission. Recommend approval.
- c. Memorandum CC-24-002 from Mayor Castner re: Appointment of Kathryn Carsow, Charles Barnwell, and Mel Kim to the Comprehensive Plan Steering Committee. Recommend approval.
- d. Memorandum CC-24-003 from Deputy City Clerk re: Approval of Liquor License Transfer for Latitude 59. Recommend approval.
- e. Memorandum CC-24-004 from City Clerk re: Homer Harbor General Investigation Communications Plan. Recommend approval.
- f. Memorandum CC-24-005 from City Clerk re: Travel Authorization for Mayor Castner, and Council Members Hansen, Lord, and Erickson to attend the Alaska Municipal League Winter Conference in Juneau, Alaska February 20-22, 2024. Recommend adoption.

g. Memorandum CC-24-006 from City Manager Dumouchel re: Donation of Handheld Radio Units and a Fire Cart to the City of Whittier. Recommend approval.

h. Ordinance 24-01, An Ordinance of the City Council of Homer, Alaska Amending the Official Road Maintenance Map of the City of Homer by adding 3,735 Lineal Feet (.71 miles) of Urban Road on Shelly Avenue, Robert Avenue, Lillian Drive, Tajen Drive, and Sanjay Court. City Manager/Public Works Director. Recommended dates Introduction January 8, 2024 Public Hearing and Second Reading January 22, 2024.

Memorandum CC-24-007 from Public Works Inspector as backup.

i. Ordinance 24-02, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Title 3 Revenue and Finance Chapter 3.1 General to add Section 3.01.037 Donations to the City to Allow Acceptance of Money or Real Property Donated, Devised or Bequeathed for a Public Purpose. Lord/Venuti. Recommended dates Introduction January 8, 2024 Public Hearing and Second Reading January 22, 2024.

Memorandum CC-24-008 from Library Director as backup.

j. Ordinance 24-03, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Re-Appropriating \$77,500 from the General Fund Unassigned Fund Balance to Install a Mobile Restroom at Jack Gist Park. City Manager/Public Works Director. Introduction January 8, 2024 Public Hearing and Second Reading January 22, 2024.

Memorandum CC-24-009 from Public Works Director as backup.

k. Ordinance 24-04, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Re-Appropriating \$150,000 from the Homer Accelerated Water and Sewer Program (HAWSP) Fund to Purchase Two Mobile Restrooms to be Placed at Karen Hornaday Park. City Manager/Public Works Director. Recommended dates Introduction January 8, 2024 Public Hearing and Second Reading January 22, 2024.

Memorandum CC-24-010 from Public Works Director as backup.

l. Resolution 24-001, A Resolution of the City Council of Homer, Alaska Confirming the City Manager's Appointment of Melissa Jacobsen as Acting City Manager for 2024. City Manager. Recommend adoption.

m. Resolution 24-002, A Resolution of the City Council of Homer, Alaska Confirming the Appointment of Elizabeth Fischer as Treasurer and Jenna deLumeau as Deputy Treasurer for Calendar Year 2024. Recommend adoption.

n. Resolution 24-003, A Resolution of the City Council of Homer, Alaska Designating Signatories of City Accounts and Superseding any Previous Resolution so Designating. City Manager. Recommend adoption.

- o. Resolution 24-004, A Resolution of the City Council of Homer, Alaska Authorizing the City Manager to Apply for Clean Water State Revolving Loan Funds from the Alaska Department of Environmental Conservation in the Amount of \$2,937,353 for the Beluga Sewer Lift Station Improvements. City Manager/Public Works Director. Recommend adoption.

Memorandum CC-24-012 from Public Works Director as backup.

- p. Resolution 24-005, A Resolution of the City Council of Homer, Alaska Authorizing a Task Order to RESPEC Company, LLC, in the Amount not to Exceed \$45,000 to Design the Rebuild of the Ben Walters Pressure Reducing Station and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Recommend adoption.

Memorandum CC-24-013 from Public Works Director as backup.

- q. Resolution 24-006, A Resolution of the City Council of Homer, Alaska Approving and Accepting the Donation of a Lighthouse Sculpture Created by Mooserun Metalsmiths of Homer, Alaska Commissioned by the Stuart Craig Family to be Located in the Gardens at the Baycrest Hill Overlook and Included in the City of Homer Municipal Art Collection. City Clerk/PARCAC. Recommend adoption.

Memorandum CC-24-014 from Deputy City Clerk as backup.

- r. Resolution 24-007, A Resolution of the City Council of Homer, Alaska Authorizing a Task Order to HDR Engineering in an Amount not to Exceed \$19,000 for Grant Writing Services for a FY2024 Federal RAISE Planning Grant to Support Homer's Non-Motorized Transportation Infrastructure and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Recommend adoption.

Memorandum CC-24-015 from Special Projects & Communications Coordinator as backup.

- s. Resolution 24-008, A Resolution of the City Council of Homer, Alaska Authorizing a Change Order in the Amount of \$25,000 to Kinney Engineering, LLC's Task Order No. 22-04 for the Heath Street Pavement Restoration Project and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Recommend adoption.

Memorandum CC-24-016 from Public Works Director as backup.

- t. Resolution 24-009, A Resolution of the City Council of Homer, Alaska, Approving a Term Contract to Appaloosa Integrated Construction & Consulting Services, LLC (AICS) and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director. Recommend adoption.

Memorandum CC-24-017 from Public Works Director as backup.

- u. Resolution 24-010, A Resolution of the City Council of Homer, Alaska, Adopting an Alternative Allocation Method for the FY24 Shared Fisheries Business Tax Program and Certifying that this

Allocation Method Fairly Represents the Distribution of Significant Effects of Fisheries Business Activity in FMA 14: Cook Inlet Area. City Manager/Port Director. Recommend adoption.

Memorandum CC-24-018 from Port Director as backup.

VISITORS

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. Port and Harbor Advisory Commission
- f. Library Advisory Board
- g. Conversations with a Council Member - Council Member Lord
- h. Champion Reports -
 - i. Update on the Harbor Expansion Project - Lord/Hansen
 - ii. Update on Sister City Celebration Funding - Lord/Venuti
- i. AML Travel Reports
 - i. AML Travel Reports

PUBLIC HEARING(S)

- a. Ordinance 23-49, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Title 2, Chapters 2.32 Departments and Boards, 2.44 Department of Administration, 2.48 Public Library, and Enacting Chapters, 2.46 Department of Information Technology and 2.57 Department of Community Development. City Manager. Introduction August 14, 2023, Public Hearing and Second Reading October 9, 2023, postponed to January 8, 2024.

Memorandum CC-23-177 from City Manager as backup.

Memorandum CC-23-226 from Library Advisory Board.

Ordinance 23-49(S), An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Title 2, Chapters 2.32 Departments and Boards, 2.44 Department of Administration, 2.48 Public Library, and Enacting Chapters 2.46 Department of Information Technology and 2.57 Department of Community Development. Erickson/Davis.

Memorandum CC-24-019 from Councilmembers as backup.

Memorandum CC-24-020 from Parks, Art, Recreation & Culture Advisory Commission as backup.

- [b.](#) Ordinance 23-60(A), An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Chapter 7.04 to add new Section 7.04.015 Local Traffic Provisions and Amend Section 7.04.030 Traffic Fine Schedules to Reduce Speed Limits on Cul-De-Sacs **or Streets Having One Outlet** to 15 MPH. Lord. Introduction November 13, 2023, Public Hearing and Second Reading November 27, 2023. Postponed to January 8, 2024.

Ordinance 23-60(A)(S), An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Chapter 7.04 to add new Section 7.04.015 Local Traffic Provisions and Amend Section 7.04.030 Traffic Fine Schedules to Reduce Speed Limits on Cul-De-Sacs **and Streets Having One Outlet** to 15 MPH. Lord.

- [c.](#) Ordinance 23-62, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Appropriating an Additional \$25,000 from the Homer Accelerated Roads and Trails (HART) Road Fund to Complete the Design of the Heath Street Pavement Restoration Project. City Manager/Public Works Director. Introduction November 27, 2023 Public Hearing and Second Reading January 8, 2024.

Memorandum CC-23-262 from Public Works Director as backup.

- [d.](#) Ordinance 23-63, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Renewing the Appropriation of Funds in the Amount of \$100,000 from the Port & Harbor Reserves for the Purpose of Replacing the Fish Grinding Building and Completing Drainage Improvements. City Manager/Port Director. Introduction November 27, 2023 Public Hearing and Second Reading January 8, 2024.

Memorandum CC-23-263 from Port Director as backup.

- [e.](#) Ordinance 23-64, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Appropriating \$300,000 from the Water Capital Asset Repair and Maintenance Allowance (CARMA) Fund to Design and Rebuild the Ben Walters Pressure Reducing Station. City Manager/Public Works Director. Introduction November 27, 2023 Public Hearing and Second Reading January 8, 2024.

Memorandum CC-23-261 from Public Works Director as backup.

ORDINANCE(S)

- [a.](#) Ordinance 24-05, An Ordinance of the City Council of Homer, Alaska Amending the FY24 and 25 Capital Budget by Appropriating Funds in the Amount of \$288,524 from the Port and Harbor Match Reserves to Meet the City's Increased Local Match Requirement for the Homer Harbor Expansion General Investigation Being Conducted in Partnership with the Army Corps of Engineers and the State of Alaska. Lord/Hansen. Recommended dates Introduction January 8, 2024 Public Hearing and Second Reading January 22, 2024.

Memorandum CC-24-011 from Council Members as backup.

- [b.](#) 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. Recommended dates Introduction January 8, 2024 Public Hearing and Second Reading January 22, 2024.

Memorandum CC-24-021 from Councilmember Davis as backup.

CITY MANAGER'S REPORT

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

PENDING BUSINESS

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 Next Regular Meeting is Monday, January 22, 2023 at 6:00 p.m. Work Session at 4:00 p.m. and Committee of the Whole at 5:00 p.m. and a Work Session January 15, 2024 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.

Session 23-24 a Regular Meeting of the City Council of Homer, Alaska was called to order on November 27, 2023 by Mayor Ken Castner 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.

PRESENT: COUNCILMEMBERS ADERHOLD, DAVIS, ERICKSON, HANSEN, LORD, VENUTI

STAFF: CITY MANAGER DUMOUCHEL
CITY CLERK JACOBSEN
LIBRARY DIRECTOR BERRY
SPECIAL PROJECTS & COMMUNICATIONS COORDINATOR CARROLL
PORT DIRECTOR HAWKINS
CHIEF TECHNOLOGY OFFICER JIRSA
FINANCE DIRECTOR WALTON
PUBLIC WORKS DIRECTOR KEISER
CITY ATTORNEY GATTI

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

Mayor Castner announced agenda corrections and supplemental items: **Consent Agenda** Correction to November 13th regular meeting minutes to reflect that Council Members Davis and Erickson were absent and excused; Change Ordinance number 23-61 to Ordinance 23-64 to correct duplicate ordinance number; Resolution 23-125, A Resolution of the City Council of Homer, Alaska Approving a Task Order with RESPEC Engineering in the Amount of \$61,990 for the Construction Documents and Engineering Support for the Fish Grinding Building Replacement Project and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Resolution 23-125(S), with the same title; **Resolutions** Resolution 23-130, A Resolution of the City Council of Homer, Alaska Expressing Support for Continuation of the Homer Harbor Expansion General Investigation by Authorizing the City Manager to Sign an Updated Project Management Plan with the US Army Corps of Engineers, and Stating Intent to Fund 25% of the Updated General Investigation Cost. Lord/Hansen. Written public comment. And the memo of non-objection from Chief Robl for the Marijuana License renewals as a laydown backup to Memorandum CC-23-272.

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

Mark Zeiset, city resident and member of the Port and Harbor Advisory Commission and the Homer Marine Trades Board, commented in support of Resolution 23-130 and continuation of the Homer Harbor Expansion General Investigation Study. The geophysical information that will come from the study will belong to the City and will be beneficial for future work in the harbor, it will help ensure work is done correctly, and backing out now would have negative impact on Homer.

Dave Mastolier, city resident, commented in support of Resolution 23-130 and continuation of the Homer Harbor Expansion General Investigation Study. He echoes Mr. Zeiset's comments, and added that we need to know the science and answers to move forward if it's feasible.

Bruce Friend, city resident and member of the Port and Harbor Advisory Commission and member of the Homer Marine Trades, commented in support of Resolution 23-130 and continuation of the Homer Harbor Expansion General Investigation Study. He shared his perspective that the money invested in the study has the potential to stay in Homer by using local contractors.

Jared Bradshaw, city resident, commented in support of Resolution 23-130 and continuation of the Homer Harbor Expansion General Investigation Study. The harbor is pivotal for the economic growth and development of Homer. He understands we've exceeded the capacity at the harbor and we need to continue to find solutions, and the information we receive from the study will benefit us for future projects.

Robert Archibald, city resident, commented in support of Resolution 23-130 and continuation of the Homer Harbor Expansion General Investigation Study. We won't know the cost of improvements until the geophysical study is completed, so it's a good step forward.

Lloyd Moore, city resident and contractor for the City, commented in opposition to the adoption of Resolution 23-127 and approving the solid waste contract to Alaska Waste. He's been providing this service for the City and shared how the rates he bid would be less costly to the city.

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 November 13, 2023. City Clerk. Recommend adoption.
- b. Memorandum CC-23-271 from Mayor Castner re: Appointment of Jessica Williams to the Parks Art Recreation & Culture Advisory Commission. Recommend approval.

Moved to New Business. Venuti.

- c. Memorandum CC-23-272 from City Clerk re: Marijuana Retail and Product Manufacturing License Renewals for Cosmic Cannabis Company and Cosmic SeaWeed LLC. Recommend approval.
- d. Ordinance 23-~~61~~**64**, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Appropriating \$300,000 from the Water Capital Asset Repair and Maintenance Allowance (CARMA) Fund to Design and Rebuild the Ben Walters Pressure Reducing Station. City Manager/Public Works Director. Recommended dates Introduction November 27, 2023 Public Hearing and Second Reading January 8, 2024.

Memorandum CC-23-261 from Public Works Director as backup.

- e. Ordinance 23-62, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Appropriating an Additional \$25,000 from the Homer Accelerated Roads and Trails (HART) Road Fund to Complete the Design of the Heath Street Pavement Restoration Project. City Manager/Public Works Director. Recommended dates Introduction November 27, 2023 Public Hearing and Second Reading January 8, 2024.

Memorandum CC-23-262 from Public Works Director as backup.

- f. Ordinance 23-63, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Renewing the Appropriation of Funds in the Amount of \$100,000 from the Port & Harbor Reserves for the Purpose of Replacing the Fish Grinding Building and Completing Drainage Improvements. City Manager/Port Director. Recommended dates Introduction November 27, 2023 Public Hearing and Second Reading January 8, 2024.

Memorandum CC-23-263 from Port Director as backup.

- g. Resolution 23-123, A Resolution of the City Council of Homer, Alaska Approving a Sole Source Contract to Zenon Environmental Corporation to Purchase Five Membrane Filter Trains for the Water Treatment Plant with the First Payment due in 2024 in the Amount of \$92,774 and Payments in Subsequent Years Subject to Inflation and Future Council Appropriations, and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director. Recommend adoption.

Memorandum CC-23-264 from Public Works Director as backup.

- h. Resolution 23-124, A Resolution of the City Council of Homer, Alaska Approving the 2024 Regular Meeting Schedule for the City Council, Americans with Disabilities Act (ADA) Advisory Board, Economic Development Advisory Commission, Library Advisory Board, Parks Art Recreation and Culture Advisory Commission, Planning Commission, Port and Harbor Advisory Commission. City Clerk. Recommend adoption.

Memorandum CC-23-265 from City Clerk as backup.

- i. Resolution 23-125, A Resolution of the City Council of Homer, Alaska Approving a Task Order with RESPEC Engineering in the Amount of \$61,990 for the Construction Documents and Engineering Support for the Fish Grinding Building Replacement Project and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Recommend adoption.

Memorandum CC-23-266 from Port Director as backup.

Moved to Resolutions. Aderhold.

- j. Resolution 23-126, A Resolution of the City Council of Homer, Alaska Agreeing to Participate in a Memorandum of Agreement for the Joint Exercise of a Tourism Promotion between the Kenai Peninsula Borough and the Cities of Kachemak, Kenai, Homer, Seldovia, Seward and Soldotna and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. Recommend adoption.

Memorandum CC-23-267 from City Manager as backup.

- k. Resolution 23-127, A Resolution of the City Council of Homer, Alaska Awarding the Contract for the Solid Waste Collection and Disposal Contract to Alaska Waste-Kenai Peninsula, LLC for a Three Year Term with Two One-Year Renewal Options in the amount of \$76,002 per year and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/ Port Director. Recommend adoption.

Memorandum CC-23-268 from Port Director as backup.

Moved to Resolutions. Aderhold.

- l. Resolution 23-128, A Resolution of the City Council of Homer, Alaska Supporting the Creation of a Sister City Donation Account to Support the 40th Anniversary of Homer's Relationship with Teshio, Hokkaido Japan. City Manager. Recommend adoption.

Item b. moved to New Business. Venuti.

Items i. and k. moved to Resolutions. Aderhold.

City Clerk Jacobsen read the consent agenda and recommendations.

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

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

VISITORS

a. South Peninsula Hospital Annual Report - Ryan Smith, CEO (10 minutes)

Ryan Smith, South Peninsula Hospital CEO, presented on the hospitals financials from 2014 to date. He reviewed major projects in progress, legislative priority projects, and capital and program grant projects, and highlighted new providers coming onboard.

b. Cook Inlet Regional Citizens Advisory Council (CIRCAC) - Shaylon Cochran and Sue Saupe (10 Minutes)

Shaylon Cochran, Communications Director and Public Outreach Coordinator, provided an overview of the history and makeup of CIRCAC, and their areas of operation. He reviewed the roles of CIRCAC committees that ensure they're meeting the requirements of the Oil Pollution Act of 1990 (OPA 90), including Environmental Monitoring Committee, Prevention Response Operations and Safety Committee, and Protocol Control Committee. He highlighted some of their key projects including geographic response strategies, ongoing risk assessments, environmental monitoring, ice camera network, and atmospheric and ocean observing and modeling, and oil discharge and contingency plans.

Sue Saupe, Director of Science and Research, commented briefly how CIRCAC has worked with closely with a lot of organizations in Homer and most of the work they've done has been successful the partnerships they've built.

c. Kenai Peninsula Economic Development District (KPEDD) - Tim Dillon, Executive Director and Cassidi Cameron, Special Projects Manager (10 minutes)

Tim Dillon, KPEDD Executive Director, and Cassidi Cameron, Special Projects Manager presented. Mr. Dillon shared that he's retiring at the end of the year and thanked the City administration for their support. He reminded listeners that KPEDD is a private non-government resource focused on sustainable economic development for the Kenai Peninsula Borough. He reviewed KPEDD's efforts toward quality of life five core areas related to technology and communication, workforce and human capital, infrastructure and land use, business climate and entrepreneurship, and regional partnerships. He touched on their work with mariculture locally, and also on efforts Borough and State wide related to housing, transportation, and child care and workforce development.

Cassidi Cameron, Special Projects Manager, is the incoming Executive Director, recognized Mr. Dillon for his leadership and vision. She commented regarding the Comprehensive Economic Development Strategy (CEDS) and how it is a federally recognized document that aids in receiving federal funding for projects. Ms. Cameron announced the upcoming Industry Overview Form scheduled April 25, 2024 in Soldotna.

Upon conclusion of their presentation, Mayor Castner presented Mr. Dillon with a recognition from the City and thanked him for his efforts in taking KPEDD from zero to 120 mph. He leaves a tremendous legacy behind him. Mayor Castner said there are very few people he holds in esteem that he wished he could attain, and Tim is one of them.

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

a. Worksession Report

City Manager Dumouchel reported the work session was a follow up to Resolution 23-047(S) regarding strategic financial plans and services vision for Parks and Recreation facilities and services within the City. Economic Development Manager Engebretsen, Recreation Manager Illg, and Parks Maintenance Coordinator Felice reviewed their presentation included in the packet and held discussion with Council.

b. Committee of the Whole Report

Council Member Aderhold reported Council discussed Memorandum CC-23-271 and appointments to the Parks Art Recreation and Culture Advisory Commission, Resolution 23-127 awarding the solid waste contract, and Ordinance 23-60 regarding reducing the speed limit in cul-de-sacs.

c. Mayor's Report

Mayor Castner reported his focus for the past few weeks has been on The Nutcracker that begins showing this weekend.

d. Borough Report

e. Economic Development Advisory Commission

Economic Development Advisory Commission Chair Karin Marks reported at their November meeting the Commission agreed to finish their 2024 strategic plan in January to include their work on Ordinance 23-64 regarding short term rentals. This type of ordinance review is new to the Commission so they spent time discussing process. Commissioner Kim brought forward an idea for a winter business survey to assess the impacts of the winter season and encourage ideas. She also gave a 2023 year in review of their accomplishments of adopting their vision and mission statement, participated in public events, involved in the Homer housing conversation, transportation plan, and the guiding growth community conversation. They work with the Chamber of Commerce to broaden economic development in Homer, and supporting funding for the Homer Small Business Advisory position. Upcoming goals include remaining active in the housing conversation, promoting implementation of the Wayfinding and Streetscape plan, participating in the upcoming Comprehensive Plan, and pursue business community engagement in that area.

f. Parks Art Recreation and Culture Advisory Commission

Parks Art Recreation and Culture Advisory Commissioner Leon Galbraith reported at their last meeting they discussed the South Slope Drive Easement connection as a trail connection, recreation department software update, interest in adding Boys and Girls Club as a recreational services, limited recreation department facilities and the possibility of partnering with SPARK, ongoing sidewalk projects, and a portable restrooms plan for next summer, and Ordinance 23-49 reorganization proposal regarding parks and community recreation.

g. Library Advisory Board

Library Advisory Board Member Doug Baily reported at their last meeting they were advised that new fish recognizing donors have been installed on the Library Fish Wall. The sidewalk by the book return was vandalized with spray paint and two juveniles were apprehended and one was brought in by their father and caused to apologize. He reported on the upcoming Big Read program, a project of the National Endowment for the Arts, the title to be studied is *The Cold Millions* by Jess Walter. The Board discussed a letter from the Alaska's Attorney General seeming to be warning libraries around the state about state laws relating to distribution of indecent materials to minors, and Library Director Berry's responding to that. They welcomed their new Student Representative Beatrix McDounough and discussed the Sister City Celebration.

h. Conversations with a Council Member

Council Member Venuti reported five citizens participated and discussed the Doyon development project, and gave kudos to outgoing Public Works Director Jan Keiser. She shared her appreciation to the Library for holding this event.

PUBLIC HEARING(S)

- a. Ordinance 23-55, An Ordinance of the City Council of Homer, Alaska Accepting and Appropriating an FY 2023 State Homeland Security Program Grant in the Amount of \$88,196.56 from the Alaska Division of Homeland Security & Emergency Management (DHS&EM) to Upgrade Homer Volunteer Fire Department Portable Radios and Provide a Backup Repeater for the City's Public Safety Communications System, Authorizing a Sole Source Request to Contract with PROCOMM Alaska and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Introduction November 13, 2023 Public Hearing and Second Reading November 27, 2023.

Memorandum CC-23-255 from Police Chief as backup.

Mayor Castner opened the public hearing. There were no comments and the hearing was closed.

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 23-55 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- b. Ordinance 23-56, An Ordinance of the City Council of Homer, Alaska Extending the Allocation for the Upgrade of the City's Microwave Wide Area Network through June 30, 2024. City

Manager/Chief Technology Officer. Introduction November 13, 2023, Public Hearing and Second Reading November 27, 2023.

Memorandum CC-23-256 from Chief Technology Officer as backup.

Mayor Castner opened the public hearing. There were no comments and the hearing was closed.

ADERHOLD/ERICKSON MOVED TO ADOPT ORDINANCE 23-56 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- c. Ordinance 23-57, An Ordinance of the City Council of Homer, Alaska Amending the FY23 Capital Budget by Appropriating an Additional \$35,000 from the Water Capital Asset Repair and Maintenance Allowance Fund to Purchase One Membrane Filter Module for the Water Treatment Plant. City Manager/Public Works Director. Introduction November 13, 2023, Public Hearing and Second Reading November 27, 2023.

Memorandum CC-23-257 from Public Works Director as backup.

Mayor Castner opened the public hearing. There were no comments and the hearing was closed.

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 23-57 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- d. Ordinance 23-58, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Accepting and Appropriating a Hazard Mitigation Grant Programming Award in the Amount of \$2,109,033 from the Alaska Division of Homeland Security & Emergency Management (DHS&EM) to Replace the City's Raw Water Transmission Mains and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Introduction November 13, 2023 Public Hearing and Second Reading November 27, 2023.

Memo CC-23-258 from Special Projects & Comm. Coordinator as backup.

Mayor Castner opened the public hearing. There were no comments and the hearing was closed.

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 23-58 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There were comments acknowledging this was a long process and expressing appreciation that grant award happened.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- e. Ordinance 23-59, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Accepting and Appropriating a Hazard Mitigation Grant Program Award in the Amount of \$105,452 from the Alaska Division of Homeland Security & Emergency Management (DHS&EM) to Reimburse City of Homer Costs Associated with Managing and Administering the DHS&EM Hazard Mitigation Grant 4413.001 1R and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Introduction November 13, 2023 Public Hearing and Second Reading November 27, 2023.

Memorandum CC-23-258 from Special Projects Coordinator & Communications Coordinator as backup.

Mayor Castner opened the public hearing. There were no comments and the hearing was closed.

ADERHOLD/ERICKSON MOVED TO ADOPT ORDINANCE 23-59 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- f. Ordinance 23-60, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Chapter 7.04 to add new Section 7.04.015 Local Traffic Provisions and Amend Section 7.04.030 Traffic Fine Schedules to Reduce Speed Limits on Cul-De-Sacs to 15 MPH. Lord. Introduction Nov. 13, 2023, Public Hearing and Second Reading Nov. 27, 2023.

Mayor Castner opened the public hearing. There were no comments and the hearing was closed.

LORD/VENUTI MOVED TO ADOPT ORDINANCE 23-60 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Council Member Lord explained this was a request that came to her from a member of the public. In discussion with Police Chief Robl she learned that Council can change speed limits on city owned roads by passing an ordinance to make that change.

ERICKSON/ADERHOLD MOVED TO AMEND LINE 10, 16, 20, 26, 36, 39 AND 40 TO ADD AFTER CUL-DE-SACS "OR STREETS HAVING ONE OUTLET"

Council Member Erickson noted there are streets that don't have an outlet, but may also have the same problem with traffic.

Council Member Aderhold commented regarding situations where a road ends, but there is a platted right-of-way beyond the end of the road. She's unsure whether this ordinance and amendment would apply to those types of streets.

There was brief discussion that it would likely apply in a circumstance like that, where the speed limit would be 15 mph, until the road is extended.

Council Member Lord was participating by Zoom and lost her connection.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

DAVIS/ADERHOLD MOVED TO AMEND LINE 36 TO DROP REFERENCES TO THE PROVISION FOR A TURN AROUND AT THE TERMINATION AND WHICH ARE NOT INTENDED TO BE EXTENDED OR CONTINUED TO FUTURE SUBDIVISIONS.

City Attorney Gatti noted the definition for cul-de-sacs in 11.04.030 that reads cul-de-sac means a street that's closed at one end and required to provide a circular turnaround.

Council Member Lord regained connection to the meeting.

Council Member Lord suggested postponing this to ensure language is correct and accurate.

Council Member Aderhold suggested voting down the amendment with the intent this will be postponed and the sponsor can work on the language. Regarding the amendment, if cul-de-sacs define in another part of code, if this could reference back to where it's defined, then it could read cul-de-sacs and dead end streets.

Council Member Lord supports this amendment and would like time to work on the language to be as clean as possible. She supports voting down the motion and postponing to work with a substitution.

VOTE: NO: VENUTI, ERICKSON, ADERHOLD, LORD, DAVIS, HANSEN.

Motion failed.

ADERHOLD/VENUTI MOVED TO POSTPONE TO THE FIRST MEETING IN JANUARY.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

ORDINANCE(S)

CITY MANAGER'S REPORT

a. City Manager's Report

City Manager Dumouchel noted his report in the packet and highlighted information related to the quarterly sales tax report and that we're a little behind last year, the Lighthouse Village development project that will be before the Planning Commission on December 6th, finance reports, and Harbor Expansion update.

There was brief conversation clarifying information in the financial reports.

PENDING BUSINESS

NEW BUSINESS

a. Memorandum CC-23-271 from Mayor Castner re: Appointment of Jessica Williams to the Parks Art Recreation & Culture Advisory Commission.

ADERHOLD/VENUTI MOVED TO APPROVE MEMORANDUM CC-23-271.

Council Members Venuti, Aderhold and Lord commented regarding the lack of information in the application of Ms. Williams compared to the other applicant, and that doesn't provide enough for her to be supportive of the appointment. They supported not approving the appointment to allow for more information to be provided.

Council Member Erickson commented in support of the appointment.

Mayor Castner explained that Ms. Williams is very involved with the performing arts community, is an extremely talented singer, and he feels this area is not represented well on the Commission at this time.

VOTE: YES: HANSEN, ERICKSON, DAVIS

NO: ADERHOLD, LORD, VENUTI

Mayor Castner did not vote to break the tie.

Motion failed.

RESOLUTIONS

- a. Resolution 23-129, A Resolution of the City Council of Homer, Alaska Creating a Steering Committee to Aid in the Development of a New Comprehensive Plan and Title 21 Zoning Code. City Manager/City Planner.

Memorandum CC-23-269 from City Planner as backup.

VENUTI/ADERHOLD MOVED TO ADOPT RESOLUTION 23-129 BY READING OF TITLE ONLY.

Council Member Erickson commented regarding the importance of having diversity on the steering committee to make sure we're getting different sectors are involved and perspectives are heard.

Council Member Lord noted the proposed make up of two commissioners and one city resident isn't consistent with goal 2. It seems it would be more reasonable to have a larger group and she thinks having council connection on the steering committee would be valuable. She requested input from the City Manager.

City Manager Dumouchel explained the thinking in reducing it to a smaller group was that Council and all the Boards and Commissions will have a part in the process so creating a large committee could end up in a situation where there's a lot of work done but don't finish anything so we don't want to end up too top heavy.

Council Member Davis was under the impression it would be a couple of council members, commissioners, and community members. It seemed important to him that this group would initially steer the consultants on what they're going to put before the public, prior to public outreach meetings being scheduled. Three individuals with none of them elected seems a little thin.

Mayor Castner noted they've hired a professional group who knows what they need to do. He worries that a steering committee turns into a policy committee and starts trying to dictate policy on the overall tenor of the Comprehensive Plan. He wants a steering committee to make sure there are places along the way where things can be dealt with and not put off. He thinks there are places along the way where Council can make policy decisions that help. He just wants a group to help keep the consultants on track.

Council Member Lord pointed out that what the Mayor's suggested isn't included in the resolution and she doesn't see it as being a role of the steering committee. She concurs with Council Member Davis' comments, and agrees with the Mayor that we're working with a very professional consultant. Communication has been a challenge and she thinks having Council Members included is beneficial for that reason.

DAVIS/ADERHOLD MOVED TO AMEND THE RESOLUTION TO INCLUDE TWO COUNCIL MEMBERS, TWO COMMISSION MEMBERS, AND A MEMBER FROM THE PUBLIC.

Concern was expressed that two council members could sort of drive the way things go and that the commissions aren't identified to be represented, and she wouldn't want the committee to be without someone from the Planning Commission.

There was brief discussion regarding goals in the resolution and the appointment process.

Council Member Lord commented regarding goal 3 and if that's the direction to go in, it seems they should scrap the steering committee, have council champions, and develop a robust communications plan that involves the Council and Commissions to meet these goals through the public meetings.

Mayor Castner reiterated he wants a group of eyes to make sure as opportunities come by that they get to the Commissions, that's something that was absent in the port planning process.

There was continued discussion of the goals, scope of work, and makeup of the steering committee.

ERICKSON/VENUTI MOVED TO AMEND THE AMENDMENT THAT IT BE ONE COUNCIL MEMBER, ONE PLANNING COMMISSIONER, AND ONE ECONOMIC DEVELOPMENT ADVISORY COMMISSIONER.

There were comments that it should still include a city resident.

VOTE (secondary amendment): YES: HANSEN, ERICKSON
NO: DAVIS, LORD, VENUTI, ADERHOLD

Motion failed.

There was no further discussion on the amendment.

VOTE (amendment): YES: HANSEN, VENUTI, LORD, DAVIS, ADERHOLD
NO: ERICKSON

Motion carried.

LORD/ADERHOLD MOVED TO STRIKE LINES 43 THROUGH 50 WHICH IS GOAL 3.

There were comments that goal 3 is redundant with jobs of the Council and Commissions. It was also pointed out that the scope of work is to participate in the public outreach events and that's valid, and that this group might look at the Comprehensive Plan differently than the way a Commission or members of the public might look at it.

VOTE (amendment): NO: ERICKSON, DAVIS, VENUTI, HANSEN, ADERHOLD, LORD

Motion failed.

There was no further discussion on the main motion as amended.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- b. Resolution 23-130, A Resolution of the City Council of Homer, Alaska Expressing Support for Continuation of the Homer Harbor Expansion General Investigation by Authorizing the City Manager to Sign an Updated Project Management Plan with the US Army Corps of Engineers, and Stating Intent to Fund 25% of the Updated General Investigation Cost. Lord/Hansen.

Memorandum CC-23-270 from Council Members as backup.

LORD/ERICKSON MOVED TO ADOPT RESOLUTION 23-130 BY READING OF TITLE ONLY.

Council Members Lord and Hansen commented regarding their work meeting with staff, reviewing Port and Harbor Advisory Commission minutes and discussing the minutes with the Commission Chair, in developing the resolution.

There were comments in support of the resolution and expressing appreciation for the work done on it.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

UC

- c. Resolution 23-125, A Resolution of the City Council of Homer, Alaska Approving a Task Order with RESPEC Engineering in the Amount of \$61,990 for the Construction Documents and Engineering Support for the Fish Grinding Building Replacement Project and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager.

Memorandum CC-23-266 from Port Director as backup.

Resolution 23-125(S), A Resolution of the City Council of Homer, Alaska Approving a Task Order with RESPEC Engineering in the Amount of \$61,990 for the Construction Documents and Engineering Support for the Fish Grinding Building Replacement Project and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager.

ADERHOLD/VENUTI MOVED TO ADOPT RESOLUTION 23-125 BY READING OF TITLE ONLY.

ADERHOLD/VENUTI MOVED TO SUBSTITUTE RESOLUTION 23-125(S) FOR 23-125.

Council Member Aderhold explained that there was some enacting language missing from the original resolution and the substitute makes those corrections.

VOTE (substitution): NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

There was no further discussion on the main motion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- k. Resolution 23-127, A Resolution of the City Council of Homer, Alaska Awarding the Contract for the Solid Waste Collection and Disposal Contract to Alaska Waste-Kenai Peninsula, LLC for a Three Year Term with Two One-Year Renewal Options in the amount of \$76,002 per year and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/ Port Director.

Memorandum CC-23-268 from Port Director as backup.

ADERHOLD/VENUTI MOVED TO ADOPT RESOLUTION 23-127 BY READING OF TITLE ONLY.

Council Member Aderhold recommended voting this resolution down and asked that it be put back out after removing ambiguities that were in the RFP that lead to Resolution 23-127.

Council Member Venuti requested the attorney review the next draft.

Council Member Erickson shared her experience where something similar happened in the past with her business. It's important if we're going to re-do it that it's fair and we're not doing it exactly the same, otherwise it can be unfair.

VOTE: NO: VENUTI, ERICKSON, ADERHOLD, LORD, DAVIS, HANSEN

Motion failed.

COMMENTS OF THE AUDIENCE

Lloyd Moore, city resident, thanked Council for their work tonight. Sitting through the meetings tonight he realizes how intertwined his life in Homer is with what's happening in the community and shared examples.

Jan Keiser, city resident Public Works Director, commented regarding the upcoming Homer Drawdown event at Islands and Ocean about peatlands and wetlands and their importance to storm water treatment. There will also be an opportunity to go visit the Kachemak Sponge areas. It's her last Council meeting and she shared three missions to charge them with, support improvements to basic infrastructure, protect the funding sources that have been set up, and continue to support the green infrastructure projects. She thanked her staff and recognized their hard work and dedication to the City.

Jason Rettinger, Site Manager for Alaska Waste, commented regarding Alaska Waste and their support for the communities on the peninsula. He doesn't feel there was ambiguity in the RFP process, they bid it as specified. As Mr. Moore noted earlier Alaska Waste is a nationwide company, but all the sites are locally run.

COMMENTS OF THE CITY ATTORNEY

City Attorney Gatti wished everyone safe and happy holidays.

COMMENTS OF THE CITY CLERK

City Clerk Jacobsen announced openings on Boards and Commissions.

COMMENTS OF THE CITY MANAGER

City Manager Dumouchel recognized Public Works Director for her work in advancing roads, water, sewer, storm water, sidewalks, trails, parks projects, and all the things that make a city work. He's learned a lot working with her, he appreciates efforts she's made to make this a better place, and when she's out doing advocacy she'll see her work everywhere. He thanked her for her work

COMMENTS OF THE MAYOR

Mayor Castner acknowledged that Public Works Director Keiser has gotten a lot done. He highlighted that the Public Works Department is more reactive to the needs of the community since she's been here. He added that the Nutcracker Ballet opens this weekend and runs for two weekends and everyone should see the amazing work that 85 kids who grow up in the Homer area can do.

COMMENTS OF THE CITY COUNCIL

Council Member Lord Rachel commented it's been a delight to work with Public Works Director Keiser, and also with Tim Dillon. She's in Nome attending the annual Reindeer Herder's Association meeting and will spending time with the Harbormaster to learn about what's happening in the Arctic. She noted at their last meeting the adopted a resolution supporting full funding of the Municipal Harbor Matching Grant Program and explained two communities have submitted for those monies. The City has always supported full funding of this matching grant program regardless of whether we have an application in for consideration. This is not for funding the General Investigation Study, as had been reported in the news.

Council Member Hansen thanked everyone who spoke tonight, we have a great community and she's learned a lot. She wished happy birthday to her youngest and oldest tonight.

Council Member Erickson thanked Public Works Director Keiser it's been a pleasure working with her. She wished everyone happy holidays, and to stay safe. She's looking forward to 2024.

Council Member Davis thanked Public Works Director Keiser. He commented about the successful bingo game for Black Friday and Small Business Saturday, a lot of the people who visited his business said they'd been to business they'd never been to because of the game. He thanked Community Recreation and the Running Club for the Thanksgiving Day Turkey Trot.

Council Member Aderhold recognized there were a lot of good comments at their various meetings. She thanked Public Works Director Keiser for all she's done, and said she'll be out of town for the next meeting and will participate remotely. She's had a great year on Council, they've accomplished a lot, and she looks forward to their work in 2024. She wished everyone happy holidays.

ADJOURNMENT

There being no further business to come before the Council Mayor Castner adjourned the meeting at 9:40 p.m. The next Regular Meeting is Monday, January 8, 2024 at 6:00 p.m. and Committee of the Whole 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.

Melissa Jacobsen, MMC, City Clerk

Approved:_____



MEMORANDUM

Appointment of Caitlyn Rogers as Student Representative to the Port & Harbor Advisory Commission.

Item Type: Action Memorandum
Prepared For: Homer City Council
Date: January 3, 2024
From: Mayor Castner

Caitlyn Rogers is appointed to the Port & Harbor Advisory Commission. The term expires with graduation from High School.

Recommendation

Confirm the appointment of Caitlyn Rogers to the Port & Harbor Advisory Commission as Student Representative.

Attachments:

Caitlyn Rogers Application

Published on *City of Homer Alaska Official Website* (<https://www.cityofhomer-ak.gov>)

[Home](#) > [Application for Appointment to an Advisory Body](#) > [Webform results](#) > Application for Appointment to an Advisory Body

Submission information

Form: [Application for Appointment to an Advisory Body](#) [1]

Submitted by Visitor (not verified)

Mon, 11/27/2023 - 7:29pm

65.74.107.131

Applicant Information

Full Name

Caitlyn Rogers

Physical Address Where you Claim Residency

[REDACTED]

Mailing Address

[REDACTED]

Phone Number(s)

[REDACTED]

Email

[REDACTED]

Advisory Bodies

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.

Residency

Are you a City Resident? Yes

If yes, how long have you been a City Resident? 16 years (My whole life)

How long have you been a resident of the South Peninsula Area? 16 years

Background Information

Have you ever served on a similar advisory body?

No I have not.

Other memberships

I belong to The Homer High School Chapter of the National Honors Society and I am also the Junior Class President.

Special Training & Education

My family owned a tender boat and I basically grew up around the harbor and I know many people in that community.

Why are you interested in serving on the selected Advisory Body?

I support the Harbor Expansion and want to help make that plan a reality. I also value our home and want to ensure the port and harbor stay clean and local sea animals stay healthy.

For Port & Harbor Commission Only: Do you use the Homer Port and/or Harbor on a regular basis?

Yes

If yes, what is your primary use?

Recreational

Source URL:<https://www.cityofhomer-ak.gov/node/9051/submission/51442>

Links

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



MEMORANDUM

Appointment of Kathryn Carssow, Charles Barnwell and Mel Kim as Members of the Comprehensive Plan Steering Committee.

Item Type: Action Memorandum
Prepared For: Homer City Council
Date: January 3, 2024
From: Mayor Castner

Kathryn Carssow, Charles Barnwell and Melvin Kim are appointed to the Comprehensive Plan Steering Committee. Their terms expires upon the disbandment of the Steering Committee.

Recommendation

Confirm the appointment of Kathryn Carssow, Charles Barnwell and Melvin Kim to the Comprehensive Plan Steering Committee.

Attachments:

Kathryn Carssow Application
Charles Barnwell Application
Melvin Kim Application
Donna Aderhold Application
Karin Marks Application

Published on *City of Homer Alaska Official Website* (<https://www.cityofhomer-ak.gov>)

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Submission information

Form: [Application for Appointment to an Advisory Body](#) [1]

Submitted by Visitor (not verified)

Mon, 11/20/2023 - 1:32pm

216.67.20.199

Applicant Information

Full Name

Kathryn Lois Carssow

Physical Address Where you Claim Residency

326 Ocean Drive Loop

Mailing Address

PO Box 3518, Homer, Ak 99603

Phone Number(s)

(907) 399-3738

Email

kcarssow@live.com

Advisory Bodies

Other: Please indicate

Other - Please Describe

Comprehensive Plan Steering Committee

Residency

Are you a City Resident? Yes

If yes, how long have you been a City Resident? 15 years

How long have you been a resident of the South Peninsula Area? 15 years

Background Information

Have you ever served on a similar advisory body?

Homer Public Library Advisory Board - 6 months to present

Ketchikan Gateway Borough Assembly, 1982-83
Planning Director, Ketchikan Gateway Borough 1978 - 1981
Deputy Planning Director, Municipality of Anchorage, 1983 - 1988
Planning Consultant, 1981 - 1989

Other memberships

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

Guiding Growth, Homer grassroots group
KBBI Community Advisory Board (Chair)
Citizen Action Network, CAN

Special Training & Education

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

BA, Sociology, University of Alaska
ABT, Masters of Urban Planning, University of Washington
Masters Clinical Psychology, University of Alaska

Why are you interested in serving on the selected Advisory Body?

I am very happy the City Council has made the decision to update the comprehensive plan to address challenges facing our community. In my psychotherapy practice i learned that individuals and families who are mentally and emotionally healthy are adaptable, flexible and stable. I feel these same three components are essential to good government and community wellbeing. Our community must adapt to our changing natural, social and economic environments, be flexible in accommodating the diversity of those who live, work, and are growing up here, and provide stability by building upon the values reflected in the public, private and nonprofit institutions that have made Homer the community we have all chosen to call home. I feel the comprehensive planning process is an important vehicle for achieving this.

Source URL: <https://www.cityofhomer-ak.gov/node/9051/submission/51411>

Links

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



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: CHARLES E. BARNWELL

Physical Address Where you Claim Residency: 410 CRESTWOOD CIR.

Mailing Address: as above

City: HOMER, AK. State: _____ Zip: 99603

Phone Number(s): 907-602-1213

Email: barnwellc@gmail.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 COMPREHENSIVE PLAN STEER. COMMITTEE

Please Answer the Following

Are you a City Resident? Yes No If yes, how long have you been a City resident? 7 YR.

How long have you been a resident of the South Peninsula? 7 YR.

Background Information

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

TRAILS COMMITTEE, ANCH. - 5 YRS.; REZONE COMMITTEE ANCH., 2 YRS.

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

COH PLANNING COMMISSION

HOMER TRAILS ALLIANCE

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

M.S. PLANNING - 1988; COMMUNITY COUNCIL - 15 YRS; VERY INVOLVED IN IDZO ANKA COMP. PLAN

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.

- HOMER NEEDS A GOOD COMP. PLAN
- COMMUNITY ENGAGEMENT IS CRITICAL AND THE RIGHT STEER. COMMITTEE WILL HELP WITH THIS.
- I DON'T SEE THE COMMITTEE FOCUSED ON POLICY - RATHER, ENSURING THE PLAN STAYS ON TRACK (INCL. ON BUDGET, AND DELIVERABLES),

FOR PLANNING COMMISSION ONLY:

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

NO.

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: _____

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Submission information

Form: [Application for Appointment to an Advisory Body](#) [1]

Submitted by Visitor (not verified)

Wed, 01/03/2024 - 8:02am

38.15.53.58

Applicant Information

Full Name

Melvin Nara Kim

Physical Address Where you Claim Residency

705 Rangeview Ave

Mailing Address

PO Box 3552

Phone Number(s)

8054180337

Email

melvinnkim@gmail.com

Advisory Bodies

Other: Please indicate

Other - Please Describe

Comprehensive Plan Steering Committee

Residency

Are you a City Resident? Yes

If yes, how long have you been a City Resident? 4 months

How long have you been a resident of the South Peninsula Area? 22 months

Background Information

Have you ever served on a similar advisory body?

I currently serve on the Economic Development Advisory Commission for the City of Homer.

Other memberships

I am actively involved in Guiding Growth Homer, Homer Drawdown, and Decriminalize Nature Homer. I plan on participating with the chamber of commerce and the local rotary club this year as well.

Special Training & Education

My experience with the non-profit organizations and community groups in Homer have provided me with an excellent understanding of the current public engagement process, as well as best practices in organizing healthy discussions and cultivating a strong sense of community.

Why are you interested in serving on the selected Advisory Body?

Greetings Mayor Castner,

I hope this message finds you well in the new year! I'm Mel 나라 (Nara) Kim, an engaged resident of Homer for the past 2 years, eager to join the City of Homer's Comprehensive Plan Steering Committee. I believe my diverse background and commitment to our community uniquely position me for this role.

I am passionate about ensuring the survival and prosperity of our community into perpetuity. My life experiences, education, and occupations make me an ideal candidate for contributing to the public engagement process. I offer my experience with community advocacy, analytical mindset, and technological proficiency to this awesome endeavor in collectively determining our shared future.

I envision a Homer that embraces sustainable (social, economic, & environmental) development, preserves our cultural & natural resources, and ensures equal opportunities for all of our community. I am eager to integrate these values as well as those of our fellow Homerites/Homeroids into the comprehensive plan.

Thank you for considering my application. I look forward to your response as well as the progress of the comprehensive plan!

Sincerely, Mel 나라 (Nara) Kim

Source URL: <https://www.cityofhomer-ak.gov/node/9051/submission/51546>

Links

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

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Submission information

Form: [Application for Appointment to an Advisory Body](#) [1]

Submitted by Visitor (not verified)

Mon, 12/11/2023 - 8:26pm

209.112.208.197

Applicant Information

Full Name

Donna Aderhold

Physical Address Where you Claim Residency

353 Grubstake Ave., Homer, AK 99603

Mailing Address

same

Phone Number(s)

907-244-4388

Email

donnagrace99@gmail.com

Advisory Bodies

Other: Please indicate

Other - Please Describe

Comprehensive Plan Steering Committee

Residency

Are you a City Resident? Yes

If yes, how long have you been a City Resident? 15 years

How long have you been a resident of the South Peninsula Area? 15 years

Background Information

Have you ever served on a similar advisory body?

If so please list when, where, and how long:

34

Homer City Council: 2015-present

Homer ADA Advisory Board: 2016-present

Kenai Peninsula Borough Election Stakeholders Group: 2019

Kenai Peninsula Borough Voter Turnout Work Group: 2023 (current)

"Anchorage 2020" comprehensive planning effort, land use working group: 1990s, approximately 1 year

Other memberships

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

Kachemak Heritage Land Trust: President, Board of Directors

Kachemak Bay National Estuarine Research Reserve Community Council

Special Training & Education

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

I have a background in National Environmental Policy Act document development, which is not the same as comprehensive planning but has many similar elements, including public engagement and incorporating public comments into an analysis, evaluating many elements across a large document to ensure consistency, and editing.

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 have been one of the city council "champions" for the comprehensive plan during the past two years. I have championed this process because I am interested in how the current residents of Homer want to see Homer develop over the next 20 years. I hope that we will receive input from a wide variety of perspectives across our community (and beyond, because Homer is the hub for many residents from Ninilchik to Fox River and across Kachemak Bay). I am interested in the comprehensive plan incorporating many aspects of what the council is currently considering, including potential harbor expansion, increased non-motorized transportation access and the potential for some sort of transit, access for individuals with disabilities, storm water management, how to do "density" appropriately, climate change considerations, and many other issues. In addition, I want our comprehensive plan to incorporate "cross-connections" among the various sections of the document so the plan resists "siloes" information (sections that conflict or are not coordinated where they should or could be).

Source URL: <https://www.cityofhomer-ak.gov/node/9051/submission/51477>

Links

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

Published on *City of Homer Alaska Official Website* (<https://www.cityofhomer-ak.gov>)

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Submission information

Form: [Application for Appointment to an Advisory Body](#) ^[1]

Submitted by Visitor (not verified)

Wed, 12/13/2023 - 3:01pm

66.230.106.41

Applicant Information

Full Name

Karin J Marks

Physical Address Where you Claim Residency

202 W Pioneer Av #C Homer AK 99603

Mailing Address

202 W Pioneer Av #C Homer AK 99603

Phone Number(s)

cell 9072024748/ home 9072357874

Email

weskar70@gmail.com

Advisory Bodies

Other: Please indicate

Other - Please Describe

Comprehensive Plan Steering Committee

Residency

Are you a City Resident? Yes

If yes, how long have you been a City Resident? 35

How long have you been a resident of the South Peninsula Area? 35

Background Information

Have you ever served on a similar advisory body?

Homer Economic Development Advisory Commission-7 years/ KPEDD- 5 years/ Hospice of

Homer Board- about 5 years/ Homer Public Arts Commission-about 3 years/ Pioneer Av Revitalization task force that turned into Peony Celebration task force- about 8 years/ HERC Task Force-about 3 months

Other memberships

Hospice of Homer, Pratt Museum, Pier One theater, Homer Council of the Arts, Homer Senior Center, Alaska food hub, Homer Chamber of Commerce, working group for housing under MAPP, National Federation of Independent Businesses

Special Training & Education

BA in Political Science, MA in Administration, classes for banking, classes to get teaching certificate for history

Why are you interested in serving on the selected Advisory Body?

Since my appointments to the EDC and KPEDD, I have been involved with the update of 2018 current Comprehensive Plan and the current Kenai Peninsula CEDS. With this background, along with having lived in Homer and had a business as Homer has changed, I feel I have some perspective toward the future. My hope is to be part of the process to make our movement forward in a way to embrace our future , to learn from others that have experienced this type of growth, and to do it in such a way as to create a place to live for all.

Source URL:<https://www.cityofhomer-ak.gov/node/9051/submission/51480>

Links

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



MEMORANDUM

Liquor License Transfer Permit for Latitude 59

Item Type: Action Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: 3 January 2024
From: Zach Pettit, Deputy City Clerk

The City Clerk's Office has been notified by the Alcohol and Marijuana Control Office of a Liquor License Restaurant Transfer application within the City of Homer for the following:

License Type: Restaurant/Eating Place
License #: 6082
DBA Name: Latitude 59
Service Location: 3958 Lake Street #59, Homer, AK 99603
Licensee: Rae-Phemister LLC
Contact Person: Russell Johnson

Recommendation:

Voice non-objection and approval for the Liquor License Transfer

Attachments:

AMCO Application
City of Homer Police Non-Objection



September 19, 2023

City of Homer, Kenai Peninsula Borough

[Multiple emails](#)

Via:	Restaurant/Eating Place	License Number:	6082
Licensee:	Rae-Phemister LLC		
Doing Business As:	Latitude 59		
Premises Address:	3858 Lake Street #59, Homer AK 99603		

From Sake 59 LLC to Rae-Phemister LLC

- New Application
 Transfer of Ownership Application
 Transfer of Location Application
 Transfer of Controlling Interest Application

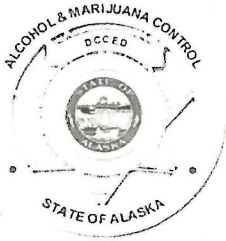
We have received a completed application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable. To protest the application referenced above, please submit your protest within 60 days and show proof of service upon the applicant.

AS 04.11.491 – AS 04.11.509 provides that the board will deny a license application if the board finds that the license is prohibited as a result of an election conducted under AS 04.11.507.

AS 04.11.420 provides that the board will not issue a license when a local governing body protests an application on the grounds that the applicant’s proposed licensed premises are in a place within the local government where a local zoning ordinance prohibits the alcohol establishment unless the local government has approved a variance from the local ordinance.

Sincerely,
Joan Wilson Director
amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Why is this form needed?

This transfer license application form is required for all individuals or entities seeking to apply for the transfer of ownership and/or location of an existing liquor license. Applicants should review **Title 04 of Alaska Statutes** and **Chapter 304 of the Alaska Administrative Code**. All fields of this form must be completed, per AS 04.11.260, AS 04.11.280, AS 04.11.290, and 3 AAC 304.105.

This form must be completed and submitted to AMCO's Anchorage office, along with all other required forms and documents, before any license application will be considered complete.

Section 1 - Transferor Information

Enter information for the *current* licensee and licensed establishment.

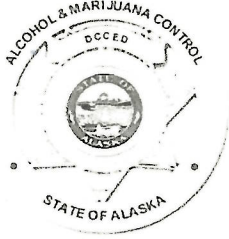
Licensee:	SAKE 59 LLC		License #:	6082	
License Type:	Restaurant / Eating Place		Statutory Reference:		
Doing Business As:	Latitude 59				
Premises Address:	3958 Lake Street #59				
City:	Homer	State:	AK	ZIP:	99603
Local Governing Body:	Homer / KPB				

Transfer Type:

- Regular transfer
- Transfer with security interest
- Involuntary retransfer

OFFICE USE ONLY

Complete Date:		Transaction #:	100553908
Board Meeting Date:		License Years:	
Issue Date:		Examiner:	



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 2 - Transferee Information

Enter information for the *new* applicant and/or location seeking to be licensed.

Licensee:	RAE-PHEMISTER LLC				
Doing Business As:	Latitude 59				
Premises Address:	3858 Lake St. #59				
City:	Homer	State:	AK	ZIP:	99603
Community Council:					

Mailing Address:	Po Box 24				
City:	Homer	State:	AK	ZIP:	99603

Designated Licensee:	Russell Johnson				
Contact Phone:	907-394-4520	Business Phone:	907-435-0909		
Contact Email:	RoostyNV@yahoo.com				

Seasonal License? Yes No If "Yes", write your six-month operating period: _____

Section 3 - Premises Information

Premises to be licensed is:

an existing facility a new building a proposed building

The next two questions must be completed by beverage dispensary (including tourism) and package store applicants only:

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the outer boundaries of the nearest school grounds? Include the unit of measurement in your answer.

[Empty box for school distance answer]

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the public entrance of the nearest church building? Include the unit of measurement in your answer.

[Empty box for church distance answer]



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 4 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 5.
If more space is needed, please attach a separate sheet with the required information.
The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: applicant affiliate

Name:					
Address:					
City:		State:		ZIP:	

This individual is an: applicant affiliate

Name:					
Address:					
City:		State:		ZIP:	

Section 5 – Entity Ownership Information

This section must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for a license. Sole proprietors should skip to Section 6.
If more space is needed, please attach a separate sheet with the required information.

- If the applicant is a corporation, the following information must be completed for each *stockholder who owns 10% or more* of the stock in the corporation, and for each *president, vice-president, secretary, and managing officer*.
- If the applicant is a limited liability organization, the following information must be completed for each *member with an ownership interest of 10% or more*, and for each *manager*.
- If the applicant is a partnership, including a limited partnership, the following information must be completed for each *partner with an interest of 10% or more*, and for each *general partner*.

Entity Official:	Samantha Johnson				
Title(s):	Owner	Phone:	907-394-4530	% Owned:	50
Address:	54309 East End RD.				
City:	Homer	State:	AK	ZIP:	99603



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Entity Official:	Russell Johnson				
Title(s):	owner	Phone:	907-394-4520	% Owned:	50
Address:	54309 East End RD				
City:	Homer	State:	AK	ZIP:	99603

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

This subsection must be completed by any applicant that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations (DOC) and have a registered agent who is an individual resident of the state of Alaska.

DOC Entity #:	10222598	AK Formed Date:	02-06-2023	Home State:	AK
Registered Agent:	Samantha Johnson	Agent's Phone:	907-394-4530		
Agent's Mailing Address:	PO Box 24				
City:	Homer	State:	AK	ZIP:	99603

Residency of Agent: Yes No

Is your corporation or LLC's registered agent an individual resident of the state of Alaska?



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 6 – Other Licenses

Ownership and financial interest in other alcoholic beverage businesses:

Yes No

Does any representative or owner named as a transferee in this application have any direct or indirect financial interest in any other alcoholic beverage business that does business in or is licensed in Alaska?

If "Yes", disclose which individual(s) has the financial interest, what the type of business is, and if licensed in Alaska, which license number(s) and license type(s):

Section 7 – Authorization

Communication with AMCO staff:

Yes No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?

If "Yes", disclose the name of the individual and the reason for this authorization:



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 8 – Transferor Certifications

Additional copies of this page may be attached, as needed, for the controlling interest of the current licensee to be represented.

I declare under penalty of perjury that the undersigned represents a controlling interest of the current licensee. I additionally certify that I, as the current licensee (either the sole proprietor or the controlling interest of the currently licensed entity) have examined this application, approve of the transfer of this license, and find the information on this application to be true, correct, and complete.

[Signature]
Signature of transferor

Jackie Kondak
Printed name of transferor

Subscribed and sworn to before me this 9 day of March, 2023.

NOTARY PUBLIC
Heather Lewis
STATE OF ALASKA
My Commission Expires 10-22-2023

[Signature]
Signature of Notary Public

Notary Public in and for the State of Alaska

My commission expires: 10-22-2023

[Signature]
Signature of transferor

Ann Knoll
Printed name of transferor

Subscribed and sworn to before me this 9 day of March, 2023.

NOTARY PUBLIC
Heather Lewis
STATE OF ALASKA
My Commission Expires 10-22-2023

[Signature]
Signature of Notary Public

Notary Public in and for the State of Alaska

My commission expires: 10-22-2023



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 9 – Transferee Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that all proposed licensees (as defined in AS 04.11.260) and affiliates have been listed on this application.

SJ

I certify that all proposed licensees have been listed with the Division of Corporations.

SJ

I certify that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

SJ

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check the identification of a patron will complete an approved alcohol server education course, if required by AS 04.21.025, and, while selling or serving alcoholic beverages, will carry or have available to show a current course card or a photocopy of the card certifying completion of approved alcohol server education course, if required by 3 AAC 304.465.

SJ

I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.

SJ

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

SJ

Samantha Johnson
Signature of transferee
Printed name

NOTARY PUBLIC
Heather Lewis
STATE OF ALASKA
My Commission Expires 10-22-2023

[Signature]
Signature of Notary Public

Notary Public in and for the State of Alaska

My commission expires: 10-22-2023

Subscribed and sworn to before me this 9 day of March, 2023



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 9 – Transferee Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that all proposed licensees (as defined in AS 04.11.260) and affiliates have been listed on this application.

[Handwritten initials]

I certify that all proposed licensees have been listed with the Division of Corporations.

[Handwritten initials]

I certify that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

[Handwritten initials]

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check the identification of a patron will complete an approved alcohol server education course, if required by AS 04.21.025, and, while selling or serving alcoholic beverages, will carry or have available to show a current course card or a photocopy of the card certifying completion of approved alcohol server education course, if required by 3 AAC 304.465.

[Handwritten initials]

I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.

[Handwritten initials]

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

[Handwritten initials]

[Handwritten signature of Russell Johnson]

Signature of transferee

Russell Johnson

Printed name

NOTARY PUBLIC
Heather Lewis
STATE OF ALASKA
My Commission Expires 10-27-2023

[Handwritten signature of Notary Public]

Signature of Notary Public

Notary Public in and for the State of Alaska

My commission expires: 10-27-2023

Subscribed and sworn to before me this 9 day of March, 2023.



Alaska Alcoholic Beverage Control Board

Form AB-02: Premises Diagram

Why is this form needed?

A detailed diagram of the proposed licensed premises is required for all liquor license applications, per AS 04.11.260 and 3 AAC 304.185. Your diagram must include dimensions and must show all entrances and boundaries of the premises, walls, bars, fixtures, and areas of storage, service, consumption, and manufacturing. If your proposed premises is located within a building or building complex that contains multiple businesses and/or tenants, please provide an additional page that clearly shows the location of your proposed premises within the building or building complex, along with the addresses and/or suite numbers of the other businesses and/or tenants within the building or building complex.

The second page of this form may not be required. Blueprints, CAD drawings, or other clearly drawn and marked diagrams may be submitted in lieu of the second page of this form. The first page must still be completed, attached to, and submitted with any supplemental diagrams. An AMCO employee may require you to complete the second page of this form if additional documentation for your premises diagram is needed.

This form must be completed and submitted to AMCO's Anchorage office before any license application will be considered complete.

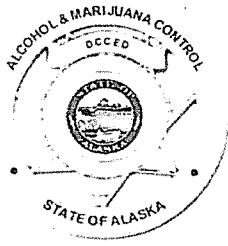
Yes No

I have attached blueprints, CAD drawings, or other supporting documents in addition to, or in lieu of, the second page of this form.

Section 1 - Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	RAE-PHEMISTER LLC	License Number:	6082		
License Type:	Restaurant/Eating Place				
Doing Business As:	Latitude 59				
Premises Address:	3858 Lake St. #59				
City:	Homer	State:	AK	ZIP:	99603



Alaska Alcoholic Beverage Control Board

Form AB-02: Premises Diagram

Section 2 – Detailed Premises Diagram

Clearly indicate the boundaries of the premises and the proposed licensed area within that property. Clearly indicate the interior layout of any enclosed areas on the proposed premises. Clearly identify all entrances and exits, walls, bars, and fixtures, and outline in red the perimeter of the areas designated for alcohol storage, service, consumption, and manufacturing. Include dimensions, cross-streets, and points of reference in your drawing. You may attach blueprints or other detailed drawings that meet the requirements of this form.

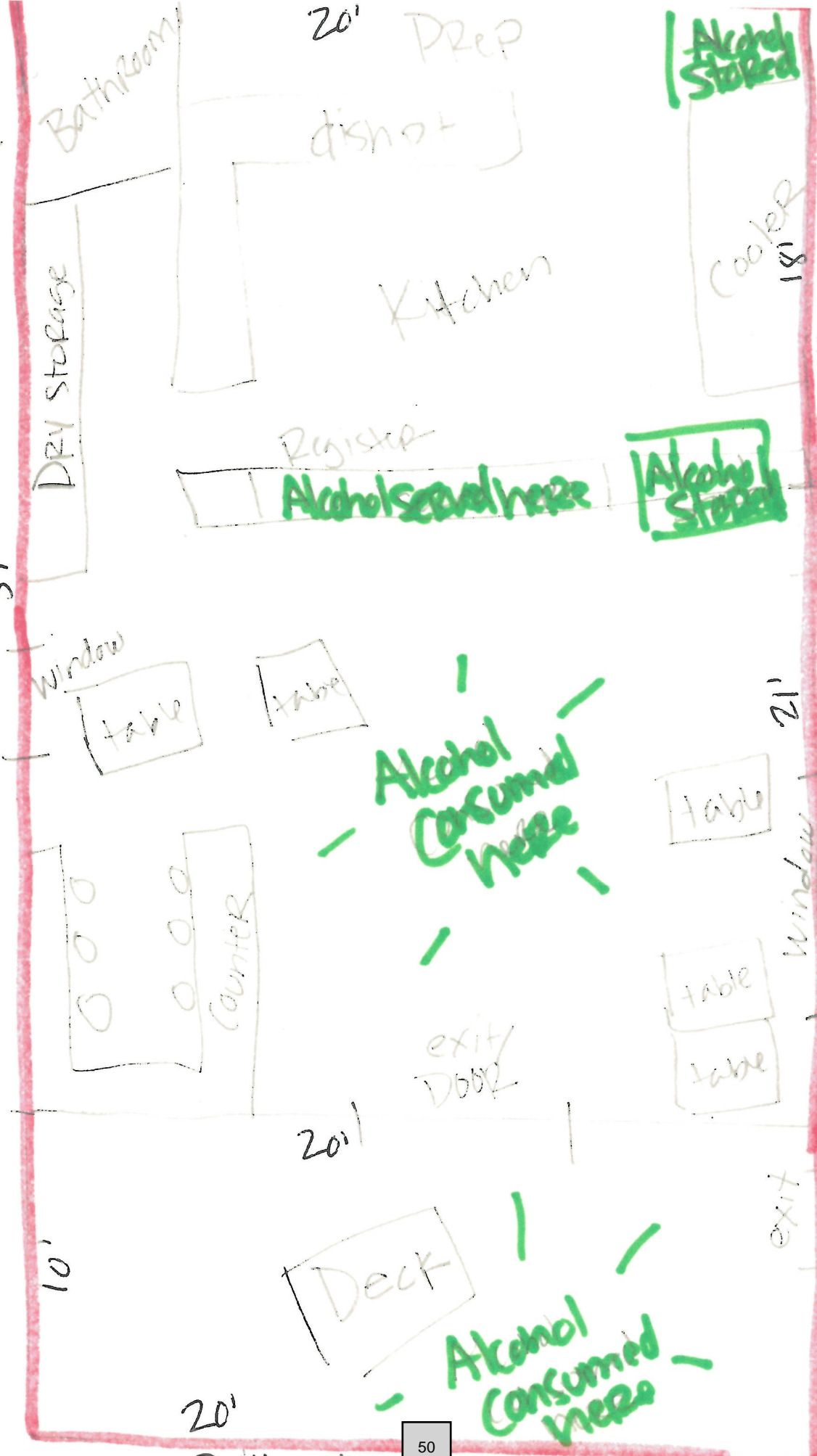
See attached pictures.

To Pioneer Ave



Lake St.

To Bypass



20' Prep
20' Dish

Kitchen

Dry Storage

Window

table

table

Counter

20'

Deck

20'

50

Railing is 40 in tall

Alcohol Stored

Cooler 18'

Walmart

Register

Alcohol served here

Alcohol Stored

Front door entrance

Alcohol Consumed Here

21'

Table

exit door

Table

Table

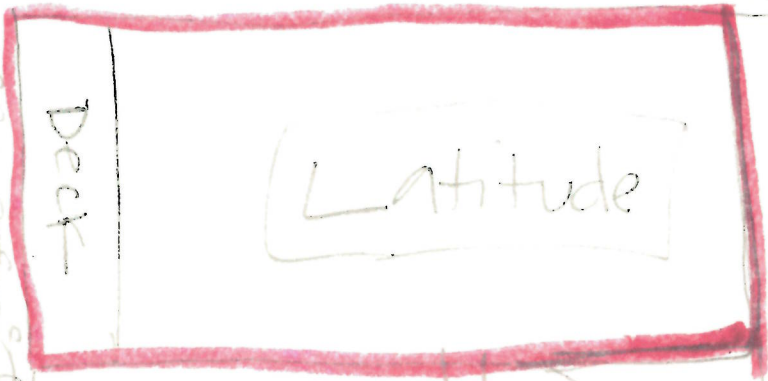
exit

Parking

AMIGO
MAR 20 2023

Lake St.

Pioneer Ave



Deck

Latitude

entrance

Windows

#59

Sidewalk

Ulmer's

Parking Lot

29558
Lake St.

Front

Ulmer's





Alaska Alcoholic Beverage Control Board

Form AB-03: Restaurant Designation Permit Application

Why is this form needed?

A restaurant designation permit application is required for a licensee desiring designation under 3 AAC 304.715 – 3 AAC 304.795 as a bona fide restaurant, hotel, or eating place for purposes of AS 04.16.010(c) or AS 04.16.049. Designation will be granted only to a holder of a beverage dispensary, club, recreational site, golf course, or restaurant or eating place license, and only if the requirements of 3 AAC 304.305, 3 AAC 304.725, and 3 AAC 304.745, as applicable, are met. A menu or expected menu listing the meals, including entrées prepared on-site and offered to patrons, and copy of the DEC Food Service Permit (or corresponding DHHS documentation for licenses located in the Municipality of Anchorage) must accompany this form. Applicants should review AS 04.16.049 – AS 04.16.052 and 3 AAC 304.715 – 3 AAC 304.795. All fields of this form must be completed. The required \$50 permit fee may be made by credit card, check, or money order.

Section 1 – Establishment Information

Enter information for licensed establishment.

Licensee:	RAE-PHEMISTER LLC		
License Type:	Restaurant	License Number:	6082
Doing Business As:	Latitude 59		
Premises Address:	3858 Lake St. #59		
City:	Homer	State:	AK ZIP: 99603
Contact Name:	Russell Johnson	Contact Phone:	907-394-4520

Section 2 – Type of Designation Requested

This application is for the request of designation as a bona fide restaurant, hotel, or eating place for purposes of AS 04.16.010(c) or AS 04.16.049, and for the request of the following designation(s) (check all that apply):

- Dining after standard closing hours: AS 04.16.010(c)
- Dining by persons 16 – 20 years of age: AS 04.16.049(a)(2)
- Dining by persons under the age of 16 years, accompanied by a person over the age of 21: AS 04.16.049(a)(3)
- Employment for any persons under 21 years of age: AS 04.16.049(c)

NOTE: Under AS 04.16.049(d), a Department of Labor and Workforce Development work permit is not required to employ a person 18 - 20 years of age.

OFFICE USE ONLY

Transaction #:	Initials:
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Alaska Alcoholic Beverage Control Board

Form AB-03: Restaurant Designation Permit Application

Section 3 – Minor Access

Review AS 04.16.049(a)(2); AS 04.16.049(a)(3); AS 04.16.049(c)

List where within the premises minors are anticipated to have access in the course of either dining or employment as designated in Section 2. (Example: Minors will only be allowed in the dining area. OR Minors will only be employed and present in the Kitchen.)

Minors will be allowed in the dining area as well as employed both in dining area and the kitchen. All minor employees will have a TAPS certified 21+ staff member supervising them and will not have access to storage.

Describe the policies, practices and procedures that will be in place to ensure that minors do not gain access to alcohol while dining or employed at your premises.

- All dining and alcohol access points are in view of staff.
- All consumers will be carded when ordering alcohol.
- All consumers will be served by 21+ TAPS valid certified staff.
- Diners will be observed by staff to assure minors are not consuming alcohol.
- All back stock will be handled by 21+ TAPS Valid employees.
- No minors will handle alcohol stocking, serving, or storage

Is an owner, manager, or assistant manager who is 21 years of age or older always present on the premises during business hours?

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

Section 4 – DEC Food Service Permit

Per 3 AAC 304.910 for an establishment to qualify as a Bona Fide Restaurant, a Food Service Permit or (for licenses within the Municipality of Anchorage) corresponding Department of Health and Human Services documentation is required.

Please follow this link to the DEC Food Safety Website: <http://dec.alaska.gov/eh/fss/food/>

Please follow this link to the Municipality Food Safety Website:

<http://www.muni.org/Departments/health/Admin/environment/FSS/Pages/fssfood.aspx>

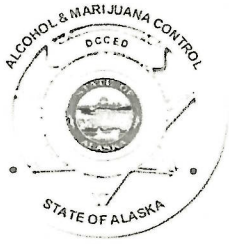
IF you are unable to certify the below statement, please discuss the matter with the AMCO office:

Initials

I have attached a copy of the current food service permit for this premises OR the plan review approval.

RJ

*Please note, if a plan review approval is submitted, a final permit will be required before finalization of any permit or license application.



Alaska Alcoholic Beverage Control Board

Form AB-03: Restaurant Designation Permit Application

Section 5 – Hours of Operation

Review AS 04.16.010(c).

Enter all hours that your establishment intends to be open. Include variances in weekend/weekday hours, and indicate am/pm:

7 days a week 9am - 8pm

Section 6 – Entertainment & Service

Review AS 04.11.100(g)(2)

Are any forms of entertainment offered or available within the licensed business or within the proposed licensed premises?

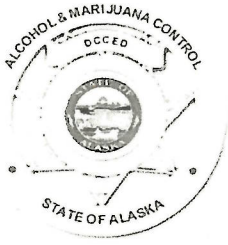
Yes No

If "Yes", describe the entertainment offered or available and the hours in which the entertainment may occur:

Food and beverage service offered or anticipated is:

table service buffet service counter service other

If "other", describe the manner of food and beverage service offered or anticipated:



Alaska Alcoholic Beverage Control Board

Form AB-03: Restaurant Designation Permit Application

Section 7 – Certifications and Approvals

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

There are tables or counters at my establishment for consuming food in a dining area on the premises.

I have included with this form a menu, or an expected menu, listing the meals to be offered to patrons. This menu includes entrées that are regularly sold and prepared by the licensee at the licensed premises.

I certify that the license for which I am requesting designation is either a beverage dispensary, club, recreational site, golf course, or restaurant or eating place license.

I have included with this application a copy of the most recent AB-02 or AB-14 for the premises to be permitted.

(AB-03 applications that accompany a new or transfer license application will not be required to submit an additional copy of their premises diagram.)

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

Russell Johnson

Printed name of licensee

[Signature]

Signature of licensee

Local Government Review (to be completed by an appropriate local government official):

Approved

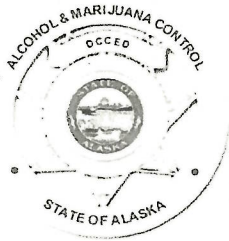
Denied

Signature of local government official

Date

Printed name of local government official

Title



Alaska Alcoholic Beverage Control Board

Form AB-03: Restaurant Designation Permit Application

AMCO Enforcement Review:

Enforcement Recommendation:

Approve

Deny

Signature of AMCO Enforcement Supervisor

Printed name of AMCO Enforcement Supervisor

Date

Enforcement Recommendations:

AMCO Director Review:

Approved

Denied

Signature of AMCO Director

Printed name of AMCO Director

Date

Limitations:



City of Homer

www.cityofhomer-ak.gov

Police Department

625 Grubstake Avenue
Homer, Alaska 99603

police@cityofhomer-ak.gov

(p) 907-235-3150

(f) 907-235-3151/ 907-226-3009

Memorandum

TO: ZACH PETTIT, DEPUTY CITY CLERK

CC: LISA LINEGAR, COMMUNICATIONS SUPERVISOR

FROM: MARK ROBL, POLICE CHIEF

DATE: DECEMBER 18, 2023

SUBJECT: LIQUOR LICENSE TRANSFER APPLICATION FOR LATITUDE 59 – NO OBJECTION

Homer Police Department has no objection to the Alcohol and Marijuana Control Office of a Liquor License Transfer Application within the City of Homer for the following businesses:

License Type: Restaurant/Eating Place
License #: 6082
DBA Name: Latitude 59
Service Location: 3858 Lake Street #59, Homer, AK 99603
Licensee: Rae-Phemister, LLC
Contact Person: Russell Johnson



Office of the Borough Clerk

144 North Binkley Street, Soldotna, Alaska 99669 • (907) 714-2160 • (907) 714-2388 Fax

Michele Turner, CMC
Borough Clerk

Tuesday, December 26, 2023

Sent via email: clerk@ci.homer.ak.us

Melissa Jacobsen, City Clerk
City of Homer

RE: Non-Objection of Application

Licensee/Applicant	:	Rae-Phemister LLC
Business Name	:	Latitude 59
License Type	:	Restaurant/Eating Places
License Location	:	3858 Lake St. #59 Homer, AK 99603, City of Homer
License No.	:	6082
Application Type	:	Transfer of Owner

Dear Ms. Jacobsen,

This serves to advise that the Kenai Peninsula Borough has reviewed the above referenced application and has no objection.

Should you have any questions, or need additional information, please do not hesitate to let us know.

Sincerely,

Michele Turner, CMC
Borough Clerk

cc: latitude59homer@gmail.com;

<mailto:amco.localgovernmentonly@alaska.gov>



MEMORANDUM

Homer Harbor Expansion Communications Plan

Item Type: Action Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: January 3, 2024
From: Melissa Jacobsen, MMC, City Clerk

At the request of Council Members Lord and Hansen, the Homer Harbor Expansion Communications Plan is attached.

Recommendation: Approve the Homer Harbor Expansion Communications Plan.



Communications Plan

HOMER HARBOR EXPANSION

December 26, 2023





City of Homer Communications Plan

Introduction and Overview

The US Army Corps of Engineers (USACE) has launched a study for the Homer Harbor Expansion (HHE) to assess the feasibility of building a new harbor basin for large vessels adjacent to the existing small boat harbor. The feasibility study (the Study) will address environmental considerations in addition to economics and engineering feasibility. The City of Homer (the City) will simultaneously identify and evaluate additional criteria needed to support an expansion of the harbor, if an expansion is recommended by the Study. The goal is to identify a realistic and right-sized solution to meet the needs of the large vessel industry in Alaska and thoughtfully plan for future flexibility.

The communications plan (the Plan) is drafted in a manner relative to the needs of the Study and the public. The Plan is a living document and will be modified as the Study advances. The Plan helps to ensure that effective public outreach considers potential barriers to participation by stakeholders and residents who may not traditionally participate in community planning activities, especially those who have Limited English Proficiency (LEP), or who are considered economically and socially vulnerable. It will also adhere to federal requirements including Title VI of the Civil Rights Act of 1964, Environmental Justice (EJ), Americans with Disabilities Act (ADA).

The Communications Team will collaborate to manage delivery of the strategies, tools, and tactics outlined in this Plan. Successful delivery will require collaboration and support of the remainder of the project team, Port & Harbor Advisory Commission members, members of the Homer City Council, and other key stakeholders.

Goals

This section lists the Study's overarching external communication goals. The Homer City Council and Port & Harbor Advisory Commission have drafted a [Charter Document](#) that defines a shared vision, collective goals and objectives, and success factors for the City's role in the HHE. As follows, communication plays a key role in many of the Charter's identified "success factors" for the Study:

- Proactively collaborate with the community and port and harbor stakeholders to provide meaningful community and stakeholder engagement opportunities
- Provide transparency of the decision-making process and design development
- Promote strong, sustained support and leadership from the City Staff, City Council, and associated Commissions
- Maintain and strengthen relationship with the U.S. Army Corps of Engineers (USACE) to promote sustained support for and collaboration on the study

Stakeholder expectations are managed through an open and transparent outreach process. To support the above success factors, the communications plan will focus on delivering strategies and tactics that:

- Foster collaborative and supportive relationship with and between various governing, advisory, and managing bodies for the Homer Harbor.
- Create community understanding and appreciation for the Harbor and how integral it is to the health and wellbeing of Homer.
- Raise awareness, build support, and gain trust for the Homer Harbor Expansion study, and subsequently for a Harbor expansion should expansion be recommended by the study
- Educate about the goals of and need for the harbor expansion study as well as an expanded harbor in Homer (economy, safety, and connectivity); focus on facts such as data supporting expansion, jobs, shipping, safety, etc.
- Maintain transparency for the Homer Harbor expansion study, concurrent and subsequent efforts.



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- Generate community engagement and feedback, to help ensure:
 - The community members know they are being heard regarding the expansion efforts
 - Community feedback is generated with intent to deliver an outcome that reflects the overall sentiment and needs of the community

Messaging

This section includes core messages for the overarching Study. **Talking points, Messaging Document, and FAQs** have been developed to support advances and changes, and will be updated regularly to reflect changes to and the status of the Study. Some key messages that will support delivery of our communication goals include:

- With the local economy grounded in marine trades, the Homer Harbor is the heartbeat of the Homer community and critical to Homer’s way of life.
- The key goals of the study are to relieve existing transportation congestion and improve safety and efficiency.
- The City has considered a harbor expansion for many years as an expanded harbor will stimulate regional economic growth by meeting today’s needs while expanding for future commerce.
 - Without it, the harbor in Homer will be overlooked for maritime trade opportunities and vessels will turn to other ports to accommodate their needs — taking with them jobs and business opportunities.
- We are committed to coordinating robust opportunities for the public to engage and provide input during the Study.
 - The public will have the opportunity to share their input throughout the process to help us determine the needs and help ensure that community input helps to inform the Study.
 - We want your input to help advance the Study in a way that best serves the entire Homer community.
 - Visit www.homerharborexansion.com to sign up for email communications, leave comments, and learn about the Study.
- The City shares the community’s strong commitment to protecting the environment and preserving the area’s natural beauty.
 - With a commitment to preserving the natural beauty of Kachemak Bay and fostering a sustainable environment for future generations, we can work together to assess the opportunity to right-size and modernize our harbor while minimizing environmental impacts.
 - We need to plan today for Homer’s future.
 - We are all vested in allowing Homer to remain a thriving, economically viable, and eco conscious community.
- The National Environmental Policy Act (NEPA) is a key regulatory driver in the Study. NEPA requires that planning for studies like the HHE Study consider the potential impacts to the social and natural environments.
 - You can learn more about NEPA and the environmental process by typing “a citizen’s guide to NEPA” in your favorite search engine.

Key Audiences/Stakeholders

This section includes important information regarding the Study’s audiences. Stakeholders are identified as any person or group that may be interested in the Study and the proposed alternatives.



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Stakeholders will play an integral role in informing the Study. The Communications Team will seek feedback as it relates to the following topics, understanding some items that the community may object to are non-negotiable:

- Identify Port and Harbor Needs
- Identify key economic impacts and potential barriers
- Identify key social concerns (impact on overall community)
- Identify major environmental concerns
- Identify potential solutions

City of Homer Port and Harbor Advisory Commission (PHC)

The PHC operates to act in an advisory capacity to the City Manager and the City Council on problems and development of City Port and Harbor facilities, directs operation and maintenance recommendations to the City Manager, and considered specific proposals, problems, or studies. This commission consists of twelve members: seven voting members (commissioners), one staff member, one student representative, and three consulting members.

NOTE: Members of the Port and Harbor Advisory Commission will play a key role in helping to successfully deliver this Plan, with a particular focus on the Ambassador Program and Speakers' Bureau detailed in the Communication Approach and Activities section below.

Elected, Appointed and other Gov't Officials

This section includes a short list of government officials who play a key role in the Study and may offer an authoritative voice to the Homer community. The communications and project teams will actively inform and engage these individuals and/or their offices. The Ambassador Program (detailed in section Communication Approach & Activities) and/or other identified project champions will also support these endeavors.

- Mayor Ken Castner
- Homer City Council
- Homer Port and Harbor Advisory Commission
- Alaska Governor Mike Dunleavy
- Alaska Senator Gary Stevens
- Alaska House Representative Sarah Vance
- U.S. Senator Lisa Murkowski
- U.S. Senator Dan Sullivan
- U.S. State Representative Mary Peltola
- Borough Mayor Peter Micciche
- Borough Assembly Member Kelly Cooper
- Borough Assembly Member Mike Tupper
- James Saucedo, Chief of Engineering, Construction, and Operations Division, USACE, Alaska District
- John Budnik, Public Affairs, USACE, Alaska District

News Media Outlets

In addition to sharing Study milestones through emails, news releases, and PSAs, the team will work with key local radio personalities to deliver interviews and participate in talk radio in which the public can engage.

- HomerNews.com
- NBC
- ABC



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- CBS
- FOX
- Radio: Mix 98.2
- Chris Story, On Top of the World Radio Show
- KBBI AM 890
- Social Media

Media inquiries will be handled by the City with HDR support as requested.

Stakeholder Database & Comment Management (SOAR)

The team has created and will maintain a stakeholder contact list that includes a diverse group of regional and local stakeholders, including government officials, business owners, local environmental organizations, and study partners. The list will be updated as needed throughout the lifecycle of the Study and will be maintained within a database and comment management system called Strategic Outreach and Reporting (SOAR), which is specifically designed to capture all interactions with stakeholders and synthesize levels of interactions.

The SOAR tool was developed to track all public comments and stakeholders as well as document key stakeholder engagements during the life of a project. This strategic engagement tool allows the project team to enter, manage, and track comments, identify comments that need attention, and communicate follow-up required by team members. SOAR is integrated with the project email and phone number to automatically collect comments in a single database.

The stakeholder list and SOAR database is a living tool that will be actively managed over the life of the project.

Comment Protocol

- A protocol has been developed to streamline tracking, integration, and response to comments received from the public. This protocol will be managed by the HDR outreach team and implemented by all Study team representatives. Compliance will be monitored, and the protocol can be adjusted as necessary throughout the Study.
- The City will be responsible for identifying comments that require immediate responses and for soliciting information and feedback from Study team members to prepare responses. HDR is available to support this effort and collaborate to develop and deliver responses.

Webpage and Email Inquiries

- The web comment form and email system will be programmed to submit directly to the SOAR database.

Written Comments

Inquiries mailed and delivered to the City will be date stamped, scanned, and emailed to the Study email for entry into the SOAR database.

- Comment forms mailed to the City will be date stamped, scanned, and forwarded to the Study email to be collected in the SOAR database. HDR will enter forms collected at public meetings into the SOAR database.

Project Hotline

- The project email address will automatically enter calls into the SOAR database. In the case of calls received directly by an individual, the call receiver will summarize the call and email the summary to the Study email.



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Face-to-Face Conversations

- Comments received in face-to-face conversations will be summarized on a comment form, on the website contact log, or within a message to the Study email.

Standard Responses

- Standard responses to anticipated or frequently asked questions will be drafted to help facilitate the ease and consistency of responses to standard inquiries. Email queries will receive an automated generic response and will be assessed for additional follow-up per the procedures. It is not the intent to respond directly to every single query; the FAQ will be updated to address themes.

Social Media Comments and Direct Messages

- Comments and questions submitted via social media will not be responded to or included in the comment tracking spreadsheet. They may be directed to our website for official comment submissions.

All comments received from various methods will be documented and captured in the comment tracking log and considered in the Study.

Roles and Responsibilities

This section identifies key members of the communications team and specifies Study-specific contact information to be provided on outreach materials so that the public has multiple ways to engage and submit feedback. This team includes representatives of the City of Homer, the Port and Harbor Office, and HDR, whereas HDR serves as a strategic advisor to both the City of Homer and Port and Harbor Office:

- Jenny Carroll, Special Studies & Communications Coordinator
City of Homer
- Amy Woodruff, Port Admin Supervisor
Port & Harbor, City of Homer
- Amy Burnett, Strategic Communications Business Class Lead, HDR
- Pearl-Grace Pantaleone, Senior Communications Strategist, HDR

Contact information for general inquiries:

- Study Email: Info@HomerHarborExpansion.com
- Study Hotline: (907) 268-2909
- USPS Mailing Address: 4311 Freight Dock Road, Homer, AK 99603
- ADA Disclaimer: Reasonable requests to receive study information in a printed format, a different language, larger print, or any other accessible format, by contacting the study email above.

Task	HDR Role	City of Homer Role	Contact
Media Request Correspondence	Develop informational materials	Coordinate and facilitate media interviews and questions	City of Homer: Jenny Carroll
Social Media	Develop social media plan, advise on content calendar and advertisement/boosting strategy, assist with	Create, monitor, and manage all social platforms including coordination with advertisers	City of Homer & HDR: Jenny Carroll/Pearl-Grace Pantaleone



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	content development as requested		
Meeting and Event Management (not including regular City Council and/or Port and Harbor Advisory Commission meetings)	Lead concept development, coordination and delivery. Develop materials, facilitate meeting/event; develop publicity plan and share publicity implementation with city according to plan developed for each meeting/event.	Help staff meeting/event and lead presentation/discussions; share in publicity as determined for each meeting/event.	City of Homer: Amy Woodruff; Jenny Carroll
Website Maintenance	Develop information materials, update, and manage	Review and provide feedback	HDR: Amy Burnett/Pearl Grace Pantaleone
Other Tactics	Works with city to identify opportunities, draft content, and deliver tactic	Case by case basis, coordinate with HDR to determine what is led by city and what is led by HDR (share opportunity identification and content development)	City of Homer: Jenny Carroll; Amy Woodruff HDR: Amy Burnett/Pearl Grace Pantaleone

Communication Approach & Activities

Regular, consistent Study updates will be communicated via multiple platforms. This section will define the tools and tactics used to address the diversity of the communities and their needs and combine traditional media with newer digital technologies to ensure a broad reach. As appropriate to the platform and community needs, outreach will take into account:

- Using visual and hearing-impaired accessible materials and methods
- Advertising the public meetings in a manner that encourages broad participation
- Achieving inclusivity on the mailing list (i.e., using outreach methods that are likely to engage people who are traditionally underrepresented)
- Verifying that Study outreach is exhaustive and inclusive in part by requesting that the Port and Harbor Commission members and Community Advisory Committee members assist with outreach to improve connections
- Holding public meetings at convenient and accessible locations and times

Public Outreach According to Study Phases

1. **Education** – This stage is expected to happen early in the process to help dispel rumors and to provide data-driven materials and facts to the community. At this stage, the team will conduct scoping meetings to provide the public an opportunity to hear from the project team, learn about the process and history of the study, and allow for public questions and comments.



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2. **Discovery** – At this stage, the team will continue to engage the public both in-person and virtually to explain the study, why it is being conducted, what the community can expect, and what type of feedback we are seeking. We will use multiple tools and tactics to support the study and continue to educate stakeholders regarding the need for and benefits from the study and harbor expansion in general.
3. **Recommendations** – This stage is expected to happen once the preferred alternatives have been identified. The Outreach Team will facilitate feedback on the proposed alternatives. At this stage, we will request additional feedback to inform the study and finalize the recommendations.

Each outreach phase is paired with an associated technical deliverable as appropriate. Example: at the Study Alternative’s milestone (Date TBD), planned communications has focused on creating awareness and encouraging community input, with the recognition that depending on the time of year, virtual review and feedback enables more participation.

The following table summarizes proposed outreach. Additional details for each tool/tactic are provided after the table. “Delivery” identifies stakeholder groups who may be able to develop, present and/or syndicate information.

Tool/Tactic	Delivery	Description	Timing
Hosted Public Meetings	<ul style="list-style-type: none"> • Outreach Team • Technical Team • City Staff • PHC 	Virtual and In-person. Cover Study Scope, alternatives, findings, data, converse with technical team.	Study launch Initial alternatives Refined Alternatives Draft Report Other TBD
Community Meetings (either attend existing meetings or coordinate)	<ul style="list-style-type: none"> • Outreach Team • City Staff • Technical Team • PHC • Study Champions 	Visioning for community to understand objectives and benefits, establish reciprocal communication and gather feedback. Can meet technical team as requested.	Major Milestones
City Council Meetings	<ul style="list-style-type: none"> • Technical Team • PHC • Elected/Appointed Officials • Study Champions 	Added to scheduled council meetings when appropriate. Presentations on select topics.	Quarterly
Pop-Up Events/Listening Posts	<ul style="list-style-type: none"> • Outreach Team • Study Champions • PHC 	Added to existing local events and advertised on appropriate channels. Meeting materials	Bi-Annual / as-needed



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Tool/Tactic	Delivery	Description	Timing
		may include interactive map, survey, and handouts.	
Digital Survey	<ul style="list-style-type: none"> Outreach Team 	Can be designed to gather any relevant set of information depending on Study progress.	
Hotline	<ul style="list-style-type: none"> Outreach Team City Staff 	The number will be listed on all collateral materials and website. All calls will be added to a database for tracking and responding, outreach team hosts and city manages responses and coordinates with technical team as needed.	Daily
E-Blasts	<ul style="list-style-type: none"> Outreach Team <p>Content may be developed by: PHC, City Council Members, Study Champions</p>	<p>Study updates and meeting information to mailing lists.</p> <p>Opportunity to provide updates regarding city council and port & harbor advisory commission meetings where study is addressed</p>	Monthly; Weekly if events
Speakers Bureau	<ul style="list-style-type: none"> City Council PHC Technical Team City Council 	Prepared presentations on selected topics. Organized by HDR and presented to local organizations, community groups, religious institutions, schools.	As Needed
Ambassador Program	<ul style="list-style-type: none"> PHC City Council Other Elected/Appointed Officials Study Champions 	<p>Primary goal is to serve as positive public representatives for the Study and educate about/advocate for the project. A specific communication task includes set editorial calendar for identified Study advocates to write op ed articles and/or technical studies syndicated through media, social media, newsletters, website.</p> <p>Ambassadors may also outreach and educate stakeholders through one-one one conversations, information circulation to organizations with which they are affiliated, and other communications</p>	As Needed



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Tool/Tactic	Delivery	Description	Timing
City Newsletter	<ul style="list-style-type: none"> City Staff 	Dedicated Study section within the City monthly newsletter with strong testimonials from business owners and residents.	Monthly
Social Media	<ul style="list-style-type: none"> City Staff Study Champions Homer Residents General Public 	HDR prepares social media calendar and collaborates with City on content for syndication.	Weekly
Media	<ul style="list-style-type: none"> City Staff 	HDR prepares announcements as related to Study Milestones and Public events like Public Meetings, Community Meetings, Pop-Ups.	As-needed
Advertising	<ul style="list-style-type: none"> City Staff HDR 	Promotional information for meetings, community events, pop ups.	As-needed
Study Website	<ul style="list-style-type: none"> HDR City Staff <p style="text-align: center;">Homerharborexansion.com</p>	Main hub for all Study related public information: environmental resources and documentation, collateral materials, email alias, advertise events, comment form also helpful to capture opposition opinion and coordinate response. Hosted and maintained by HDR.	Monthly and/or As-needed
Visual Simulations & Mapping	<ul style="list-style-type: none"> Outreach Team Technical team 	Prepared by Technical Team, can be housed on study website and print versions can be shown during meetings, speakers bureau, pop ups.	As-needed
Email Alias	<ul style="list-style-type: none"> Outreach Team 	Listed on all collateral materials and webpage. Enables two-way communications All communications will be maintained in a database.	Daily
Print & Digital Collateral <ul style="list-style-type: none"> Fact Sheets FAQs Talking Points/Key Messages Presentations Poster Boards 	<ul style="list-style-type: none"> Outreach Team City Council PCH Technical Team Champions 	Used to communicate Study updates, milestones, Study specific information, answer community questions, provide easy access to webpage with all Study information.	As-needed



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Tool/Tactic	Delivery	Description	Timing
<ul style="list-style-type: none"> Flyers Handouts QR Codes 			

Public Meetings

Public Meetings were previously held in May and September of 2023. One future meeting for review of advanced alternative designs is tentatively scheduled to support review of refined alternatives. Other Public Meetings will be scheduled as the Study progresses through phases.

Community Meetings

The team will attend meetings of existing community groups when invited, when there are opportunities for collaboration, or at major study milestones. This tactic can help build awareness of the study.

City Council

The Homer City Council is a body of six elected officials empowered by State Statute and Homer City Code to represent the citizenry in decisions on their behalf, where four members constitute a majority for a quorum and voting purposes. The City Council meets twice a month, on the second and fourth Mondays of the month in two consecutive meetings: City Council Committee of the Whole at 5:00 pm and City Council Regular Meeting at 6:00 pm. HDR and the City will participate in these meetings for study updates as necessary.

Pop-Up Events/Listening Posts

The team will plan and coordinate (two to four) pop-up events at highly trafficked locations within the Study area. The goal of the pop-up events is to connect face-to-face with the Homer community as this method is well-received in Homer. The goal will be to target those in the marine trades and related fields to ensure we reach this major stakeholder in the outreach process. The dates for these events may align with other outreach events such as Design Charrettes, alternatives updates, etc. or they may reinforce the goal of ensuring the Study collects meaningful public feedback and that community members understand the Study’s commitment to keeping them informed. These pop-up events will be used to share information about the study and answer questions. Data may be collected using an optional digital survey. Below is a list of a few community events to consider having a presence in 2024:

- Kachemak Bay Wooden Boat Festival (Kachemak Bay Wooden Boat Society), Annual in September
- Kachemak Bay Shorebird Festival (Alaska Maritime National Wildlife Refuge Island & Oceans Visitor Center and Friends of Alaska National Wildlife Refuge), Annual in May
- Homer Spit Run Half Marathon (Kachemak Bay Running Club), Annual in June
- Homer Farmers Market, May – September, Saturdays 10am-3pm; Wednesdays 2pm-5pm

Digital Survey

Surveying will be a highly recommended component in the public involvement process to be promoted at in-person events, through social media, and possibly other mediums. The primary goal of a survey is to engage with stakeholders. The secondary goal is to obtain information from the public such as input on alternatives, to gather open-ended feedback, to solicit communication preferences, and to obtain other data. Surveys provide an efficient way to collect and report quantitative data. Example survey questions might include:

1. Are you a current Homer resident?
2. Are you a Homer Business owner, or employed near or around Homer?



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3. How are you impacted by the Homer Harbor Expansion?
4. What are you most concerned about with the Homer Harbor Expansion?
5. Describe what success looks like for the Homer Harbor Expansion?
6. What is your level of satisfaction with the information given about the study?

Study Hotline

The hotline number will be printed on all materials and website and will provide an avenue for stakeholders and any interested party to leave a message. Responses will be managed by the project team and logged in the SOAR database managed by the Outreach team. More details in the Comment Management section.

E-Blasts

In addition to direct stakeholder and community engagement, HDR can provide content for up to six email updates on the progress and status of the study that can be created by HDR and can be delivered by HDR, with approval of the City, through the City's MailChimp account. We recommend e-blasts to be sent in the weeks leading up to each outreach phase to garner high participation rates. E-blasts can additionally provide stand-alone updates and point recipients to engage with the project website.

Speaker's Bureau

The Outreach Team will facilitate a speaker's bureau calendar of meetings. These meetings include presentations to local clubs and organizations, neighborhood associations, industry groups and other civic groups and organizations that would benefit from receiving accurate up-to-date information about the Study. When requests for speaker's bureaus arise, the Outreach Team will coordinate with the technical team.

Ambassador Program

As the Study progresses and the outreach messaging has been solidified for each phase, individuals from various stakeholder groups can be identified as ambassadors of Study information. Ambassador's primary duty is to serve as a positive public representative outside of the project team to advocate for the Study. This includes attending regular scoping meetings, public meetings, community events, and assisting relationships with legislators, other political figures and other stakeholders. In addition, these individuals would be asked to write opinion pieces in support of the Study that will be included in the City monthly newsletter, op-eds, emails, etc.

City Newsletter

The monthly City of Homer Newsletter includes a section dedicated to the Study progress called the "Homer Harbor Expansion." Three features will be portrayed within this section: (1) a summary from the latest activities within the last month; (2) a Study update; and (3) quotes from local business owners and residents on their thoughts and experiences about the Study.

Media

Prior to key public outreach opportunities, a media advisory may be disseminated to local media to deliver earned media. HDR may draft the releases/advisories; the City will distribute.

Advertising

Limited advertising will be implemented to help raise awareness of key public meetings and/or public comment periods. An advertising plan may be developed based on the City budget.

Study-Specific Interactive Website

A study-specific website has been created as the main repository of information for the public to boost education and awareness. The website will be updated regularly to reflect public outreach opportunities and updates as the study progresses. Key pages include:



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- About
- The Environment
- Resources
- News
- Get Involved
- Contact Us

Visual Simulation and Mapping

Once the Study has suitably progressed, HDR will create a digital model to showcase proposed design(s), therefore encouraging accurate public visualization to change. This model will be publicized to maximize awareness and engagement.

Email Alias

Like the hotline number, the email alias Info@HomerHarborExpansion.com will be listed on all collateral materials and website and is a venue for stakeholders and public to ask questions.

Print and Digital Collateral

The HDR team has already created a brand for the study including a Study logo that will be incorporated on all study-related materials. Additional graphics may be created to help convey technical information in a way that is easy to understand. Materials will be posted on the website and can be emailed to key stakeholder groups to facilitate discussion. Our visuals may include:

- Facts sheets and FAQs
- Presentations
- Flyers and handouts
- Newspaper Advertisements (for print and digital purposes)
- Social media graphics
- Timelines, maps, and other elements

Metrics

The following are potential metrics the Outreach Team can utilize to measure the success of this plan and the associated communication efforts:

- Public comments: tone
- Media coverage/mentions
- Social media engagement and sentiment
- Website views, especially viewers by geography (corresponds with targeted outreach locations), average visit duration (two to three minutes indicates effective presentation of information), and device type (i.e., mobile usage)
- Email open rates, click-through rates, etc.
- Event attendance by location
- Optional: Exit surveys distributed to attendees of meetings/events



MEMORANDUM

Travel Authorization for Mayor Castner, and Council Members Hansen, Lord, and Erickson to attend the Alaska Municipal League Winter Conference in Juneau, Alaska February 20-22, 2024

Item Type: Action Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: January 3, 2024
From: Melissa Jacobsen, MMC, City Clerk

The Alaska Municipal League (AML) Winter Legislative Conference will take place in Juneau, Alaska February 20-22, 2024. Mayor Castner and Councilmembers Hansen, Lord, and Erickson have indicated an interest in attending.

The AML is a voluntary, nonprofit, nonpartisan, statewide organization of 140 cities, boroughs, and unified municipalities, representing over 97 percent of Alaska's residents. Originally organized in 1950, the League of Alaska Cities became the Alaska Municipal League in 1962 when boroughs joined the League.

Meetings include Alaska Conference of Mayors, AML Board, committees and meeting with Legislators.

Cost estimates for travel include round trip airfare from Homer to Juneau \$700 and room rates at \$239 per night Feb. 16 to 18 only and \$259 per night for any additional nights. Per Diem is \$58 per day, for three meals. Conference cost is \$200. The approximate total cost without any additional night's stay is \$1500 per person.

In consultation with the City Attorney, it's recommended that not more than three Council members attend the conference to avoid potential complications with the Open Meetings Act.

Recommendation: Approve travel for Mayor Castner and Council Members Hansen, Lord, and Erickson to attend the AML Winter Legislative Conference in Juneau, February 20-24, 2024.

AML WINTER LEGISLATIVE CONFERENCE WORKING AGENDA

Tuesday, February 20, 2024	Wednesday, February 21, 2024	Thursday, February 22, 2024
<p>8:30 AM Registration open</p> <p>9:00 AM Welcome and Introductions</p> <ul style="list-style-type: none"> • Beth Weldon, AML President • Alaska Committee <p>9:30 AM Budget Discussion</p> <p>Noon Lunch – Governor Mike Dunleavy (invited)</p> <p>1:30 PM Legislative Leadership</p> <p>2:45 PM Break</p> <p>3:00 PM AML Legislative Update</p> <ul style="list-style-type: none"> • Nils Andreassen, Alaska Municipal League • Heather Brakes, AML Lobbyist • Jordan Marshall, AML Lobbyist • Christine Hess and Reggie Joule, AML Lobbyists <p>4:00 – 5:30 PM Office Hours – Staff to Senator Lisa Murkowski</p> <ul style="list-style-type: none"> • Multiple staff available to answer questions or discuss challenges/opportunities. (invited) <p>Dinner on your own</p>	<p>8:30 AM Breakfast</p> <p>9:00 AM State Agency Updates</p> <p>10:30 AM Break</p> <p>11:00 AM State Agency Updates (cont.)</p> <p>Noon Lunch</p> <ul style="list-style-type: none"> • Senator Lisa Murkowski (invited) • Senator Dan Sullivan (invited) • Representative Mary Peltola (invited) <p>1:30 PM Federal Agency Updates</p> <p>2:30pm Break</p> <p>3:00 PM Federal Agency Updates (cont.)</p> <p>4 PM Capitol Visits (optional)</p> <p>5:00 – 7:00 PM AML Legislative Reception</p>	<p>8:00 AM Breakfast</p> <p>8:30 AM Advocacy and Planning – ACoM</p> <ul style="list-style-type: none"> • Josh Verhagen, City of Nenana, ACoM President • Nils Andreassen, AML Executive Director <p>9:00 AM ACoM Priorities</p> <p>10:30 AM Legislative Round Tables</p> <p>11:30 AM Adjourn</p> <p>12:00 PM AML Board of Directors Meeting</p>



MEMORANDUM

Donation of Handheld Radio Units and a Fire Cart to the City of Whittier

Item Type: Action Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: 27DEC23
From: Rob Dumouchel, City Manager

The Port & Harbor is decommissioning approximately eight Motorola XTS 5000 and five XTS2500 radios that were originally purchased for use by the Homer Police Department using Homeland Security grant funds approximately 15 years ago. The units are no longer on our grant equipment inventory list with Homeland Security and we are free to re-home them. The Port, HPD, and the Fire Department have no use for these units and ProComm is wiping City data and settings from the devices. The radios were approximately \$5000 each when they were new. At this point in time they can be found for \$100 - \$500 each depending on condition. The value for this lot of radios could range between \$1300 and \$6,500. The City of Whittier's Fire Department has indicated an interest in the radios.

Additionally, the city has a fire cart that is no longer used for operations that the City of Whittier would be interested in adding to their operation. The cart was \$25,000 brand new in the 1980s, it's hard to say what the value would be today as it is a very specific piece of equipment and quite old.

Under Homer City Code § 18.30.040(b) the City Manager may donate property to another municipality when the City Council deems it advantageous to do so. I am recommending that the City Council endorse a donation of approximately thirteen Motorola radios and a decommissioned fire cart to the City of Whittier.

RECOMMENDATION: Approve endorsement of the City Manager's donation of Motorola radios and a fire cart to the City of Whittier

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Manager/
4 Public Works Director

5 **ORDINANCE 24-01**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING THE OFFICIAL ROAD MAINTENANCE MAP OF THE CITY
9 OF HOMER BY ADDING 3735 LINEAL FEET (.71 MILES) OF URBAN
10 ROAD ON SHELLEY AVENUE, ROBERT AVENUE, LILLIAN DRIVE,
11 TAJEN LANE, AND SANJAY COURT.

12
13 WHEREAS, The City of Homer has determined that it is necessary to provide minimum
14 standards to regulate design and construction of public streets, roads, and highways within
15 the City of Homer; and

16
17 WHEREAS, HCC 11.20.090 provides that the City Public Works Engineer must conduct
18 an inspection to determine if the project is complete and if the project has been completed in
19 accordance with the contract documents and if the contractor has fulfilled all of his
20 obligations; and

21
22 WHEREAS, HCC 11.20.100 provides that after the City Public Works Engineer is satisfied
23 that the improvements are 100 percent complete and acceptable, she shall forward to the
24 Homer City Council a recommendation for project approval and acceptance for maintenance;
25 and

26
27 WHEREAS, HCC 11.04.055 provides that the City shall not accept maintenance
28 responsibility for any road or street which is not constructed or reconstructed to the adopted
29 standards unless the road is shown on the Official Road Maintenance Map; and

30
31 WHEREAS, An additional 3735 lineal feet, or .71 miles have been duly inspected,
32 reviewed, approved by the Department of Public Works and recommended for acceptance by
33 the City of Homer as Urban Road.

34
35 NOW, THEREFORE, The City of Homer Ordains:

36
37 Section 1: Section 11.04.055 Official Road Maintenance Map adopted is hereby
38 amended per provisions of sections (a) through (e) to include the following additional streets
39 as Urban Road by the City of Homer and recorded as amendment #42 on the New Official Road
40 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>
43					
44	Lillian Walli Estate	Shelley Avenue	895	.17	Urban
45	Lillian Walli Estate	Robert Avenue	799	.15	Urban
46	Lillian Walli Estate	Lillian Drive	386	.07	Urban
47	Foothills Sub Sunset View	Tajen Lane	861	.16	Urban
48	Quiet Creek Sub Phase 3	Sanjay Court	794	.15	Urban

49

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

51

52 ENACTED BY THE CITY COUNCIL OF THE CITY OF HOMER THIS ____ day of January, 2024

53

54

CITY OF HOMER

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KEN CASTNER, MAYOR

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60 ATTEST:

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MELISSA JACOBSEN, MMC, CITY CLERK

64

65

66 YES:

67 NO:

68 ABSTAIN:

69 ABSENT:

70

71 First Reading:

72 Public Hearing:

73 Second Reading:

74 Effective Date:



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 CC-24-007

To: Melissa Jacobsen, City Clerk

Through: Jan Keiser, PW Director

From: Jean Arno, PW Inspector

Date: October 31, 2023

Subject: Street Improvements – Official Road Maintenance Map
Lillian Walli Estate Sub – Shelley Avenue, Robert Avenue and Lillian Drive
Foothills Sub Sunset View Estates 2020 Addn. Phase 1- Tajen Lane, and Quiet Creek
Subdivision Phase 3- Sanjay Court

As part of Construction Agreements, road improvements were constructed for the Lillian Walli Estate Subdivision, Foothills Sub Sunset View Estate 2020 Addn. Phase 1, and for Phase 3 of Quiet Creek Subdivision. These road improvements were finished in 2021 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:

Lillian Walli Estate Sub

1. Shelley Avenue - 895 lineal feet (paved)
2. Robert Avenue - 799 lineal feet (paved)
3. Lillian Drive- 386 lineal feet (paved)

Foothills Sub Sunset View Estates 2020 Addn Phase One

1. Tajen Lane – 861 lineal feet (gravel)

Quiet Creek Subdivision Phase Three

1. Sanjay Court- 794 lineal feet (paved)

This is a total of 3735 lineal feet (.71 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 .71 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 \$15,000.

C: Jan Keiser, PW Director
Rob Dumouchel, City Manager

Sincerely,



Sean Arno
Public Works, Inspector
907-435-3129 Direct
jarno@ci.homer.ak.us



STERLING HWY

Lillian Wall Sub

WEST HILL ROAD

Foothills Sub
PH One

Quiet Creek
Sub PH 3

EAST END ROAD



Foothills Sub Sunset View
States 2020 Addn Phase One
Tajen Lane 861 L.F. Paved

WEST HILL ROAD

Tajen Lane

SOUNDVIEW AVENUE

STERLING HWY



Quiet Creek Sub Phase 3
Sanjay Court 794 L.F Paved





MEMORANDUM

Ordinance 24-02, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Title 3 Revenue and Finance Chapter 3.1 General to add Section 3.01.037 Donations to the City to Allow Acceptance of Money or Real Property Donated, Devised or Bequeathed for a Public Purpose. Lord/Venuti.

Item Type: Backup Memorandum
Prepared For: Homer City Council
Date: January 3, 2024
From: Dave Berry, Co-Chair of the Sister City Working Group
Through: Rob Dumouchel, City Manager

Members of the public have occasionally donated funds or property to support the public operations of the City of Homer. Many citizens contributed towards the construction of the new library, for instance, and the City is currently working towards accepting donations for the 40th anniversary celebration of the sister-city relationship with Teshio, Japan.

Historically, the process of accepting or declining donations has been on an ad hoc basis. Homer City Code lacks a section that addresses donations towards City functions in general.

Amending Title 3 would provide clarity by 1. stating that the City can accept donations, 2. spelling out the criteria under which a donation may be accepted or declined, 3. limiting the conditions that donors may attach to the gift, and 4. explaining the City's authority to use funds when no conditions are attached.

Recommendation: Amend Homer City Code to clarify the donation process.

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

Lord/Venuti

3
4 **ORDINANCE 24-02**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
7 AMENDING HOMER CITY CODE TITLE 3 REVENUE AND FINANCE TO
8 ADD SECTION 3.01.037 DONATION TO THE CITY TO ALLOW
9 ACCEPTANCE OF MONEY OR REAL PROPERTY DONATED, DEvised
10 OR BEQUEATHED FOR A PUBLIC PURPOSE.

11
12 WHEREAS, Private citizens and organizations may from time to time wish to donate
13 money or real property towards municipal public purposes within the purview of the City of
14 Homer; and

15
16 WHEREAS, The City of Homer recognizes that it is in the public interest to formally
17 describe the conditions under which the City accepts or declines such donations.

18
19 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

20
21 Section 1. Homer City Code Title 3 Revenue and Finance, Chapter 3.01 General is hereby
22 amended to add section 3.01.037 read as follows:

23
24 Chapter 3.01

25
26 GENERAL

27
28 Sections:

29 3.01.010 Fiscal year.

30 3.01.020 Examination of claims.

31 3.01.025 Deposit of money.

32 3.01.030 Deposit of securities.

33 3.01.035 Collection of revenues and proceeds from securities.

34 **3.01.037 Donation to the city.**

35 3.01.040 Cancellation of uncollected accounts receivable – Refunds of erroneous payments.

36 3.01.045 Payrolls.

37 3.01.050 Deduction before disbursement.

38 3.01.055 Credit policy and regulation authorized.

39
40 3.01.010 Fiscal year.

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42 Effective July 1, 2021, the fiscal year of the City shall commence on the first day of July and
43 terminate on the last day of the following June.

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3.01.020 Examination of claims.

The Finance Director/Treasurer or a designee shall examine all payrolls, bills, claims and other demands of the City, and shall issue no warrant for payment unless the claim is in proper form correctly computed and approved, and is legally due and payable and an appropriation has been made therefor that has not been exhausted, and unless there is sufficient money in the City treasury to make payment.

3.01.025 Deposit of money.

All money collected by departments of the City shall be deposited with the Finance Director/Treasurer within three working days after collection, except that amounts less than \$100.00 shall be deposited with the Finance Director/Treasurer by 10:00 a.m. the following Friday.

3.01.030 Deposit of securities.

All money and securities shall be deposited by the Finance Director/Treasurer in a bank that is approved by the City Council.

3.01.035 Collection of revenues and proceeds from securities.

All revenues and proceeds from securities owned by the City shall be collected by the Finance Director/Treasurer promptly when due.

3.01.037 Donation to the City

The City may accept any money or property donated, devised, or bequeathed to it and carry out the terms of the donation, devise, or bequest, if for a public purpose and otherwise within the powers granted by law. The City shall deposit money in accordance with section 3.01.025 above. The City may decline to accept any donation that is inconsistent with the policies, plans, goals, or any other ordinance of the City, or if unable to carry out the specific terms or conditions attached to the donation. If no terms or conditions are attached to the donation, devise, or bequest, the City may expend or use it for any municipal public purpose.

3.01.040 Cancellation of uncollected accounts receivable – Refunds of erroneous payments.

a. The Finance Director/Treasurer may cancel any uncollectible account receivable except bills which may become a lien against property for taxes, but shall report all such cancellations to the City Manager, who will report to the City Council. Bills which may become a lien against property may be cancelled only upon written formal claim by the

87 owner when supported by substantial evidence of its propriety and approval by the City
88 Council.

89

90 b. Any refunds of overpayments or erroneous payments may be made by the Finance
91 Director/Treasurer (upon evidence of overpayment or erroneous payment).

92

93 3.01.045 Payrolls.

94

95 Payrolls shall be submitted to the Finance Director/Treasurer or designee for approval, and
96 upon approval the Finance Director shall issue warrants in payment thereof when due. It shall
97 not be necessary for the Finance Director to encumber in advance or to certify as to the
98 availability of funds appropriated for personal services, except those obtained on a
99 contractual basis; provided, that upon issuance of such warrants, the Finance Director shall
100 immediately cause the appropriate funds to be encumbered to the extent of the warrants
101 issued.

102

103 3.01.050 Deduction before disbursement.

104

105 Before disbursement of money to any person, business or organization, there shall be
106 deducted therefrom the amount of any delinquent indebtedness owed by such person to the
107 City.

108

109 3.01.055 Credit policy and regulation authorized.

110

111 The City Council may by resolution adopt policies and regulations establishing the City's
112 practices for extension of credit, billings, debt collections, and pursuit of delinquent accounts
113 receivable.

114

115 Section 2. Homer City Code Chapter 18, Section 18.06.010 Real property acquisitions, is
116 hereby amended to include a new subsection as follows:

117

118 18.06.010 Real property acquisitions, authority.

119

120 a. The City may acquire, own and hold real property within or outside the City
121 boundaries by any lawful means or conveyance, and may exercise all rights and powers in the
122 acquisition, ownership and holding of real property ~~as if the City were a private person.~~

123 b. The City may acquire real property by exercise of the powers of eminent domain and
124 declaration of taking in the performance of an authorized power or function of the City in
125 accordance with AS 09.55.240 through AS 09.55.460. [Ord. 90-11 § 3, 1990].

126 **c. The City may accept any real property donated, devised, or bequeathed to it and**
127 **carry out the terms of the donation, devise, or bequest, if for a public purpose and**

128 **otherwise within the powers granted by law. The City may decline to accept a donation**
129 **of real property that is inconsistent with the policies, plans, goals, or any other ordinance**
130 **of the City, or if unable to carry out the specific terms or conditions attached to the**
131 **donation. If no terms or conditions are attached to the donation, devise, or bequest, the**
132 **City may use it for any municipal public purpose.**

133
134 Section 3. This Ordinance is of a permanent and general character and shall be
135 included in the City Code.

136
137 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this ____ day of _____, 2024.

138
139 CITY OF HOMER
140
141 _____
142 KEN CASTNER, MAYOR
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147 ATTEST:
148
149 _____
150 MELISSA JACOBSEN, MMC, CITY CLERK

151
152 YES:
153 NO:
154 ABSTAIN:
155 ABSENT:
156
157 First Reading:
158 Public Hearing:
159 Second Reading:
160 Effective Date:



MEMORANDUM

Ordinance 24-03, An Ordinance of the City Council of Homer, Alaska, Amending the FY24 Capital Budget by Re-Appropriating \$77,500 from the General Fund Unassigned Fund Balance to Install a Mobile Restroom at Jack Gist Park. City Manager/Public Works Director.

Item Type: Backup Memorandum
Prepared For: City Council
Date: January 2, 2024
From: Janette Keiser, PE, Public Works Director/City Engineer
Through: Rob Dumouchel, City Manager

- I. **Issue:** The purpose of this Memorandum is to request an amendment to the FY24 Capital Budget to address funding for the new restroom at Jack Gist Park.
- II. **Background:** Jack Gist Park needs restroom facilities with flush toilets. The construction of a residential subdivision development adjacent to the park provided the opportunity to connect such a restroom to the water/sewer mains, which would be installed for the subdivision. The City developed a plan, in collaboration with the Homer Softball Association (“HSA”), to take advantage of this opportunity. The idea was that the City would commission the developer’s contractor, Arno Construction, to install the water/sewer service connections. Further, the City would pay for the installation of a concrete slab, upon which the HSA would build the wood frame restroom. The HSA committed to building the actual restroom with its own funds.

The FY24 Capital Budget designated \$42,500 from the Homer Accelerated Water and Sewer Program (HAWSP) Fund for the water/sewer service connection. Further, \$77,500 was designated from the General Fund Unassigned Fund Balance, for the construction of the concrete slab. The water/sewer service connections are now installed.

Since the original plan was developed, Public Works developed a new idea, based on a product provide by Comforts of Homer, which builds mobile restroom units for general public use. Public Works has researched these units and concluded they could be cost effectively deployed at Jack Gist Park. Public Works recommends that funds previously designated for the concrete slab be re-appropriated for the acquisition and installation of a mobile restroom unit at Jack Gist Park.

This requires an ordinance directing use of the funds, already appropriated, for this new purpose.

- III. RECOMMENDATION:** That the City Council amend the FY24 Capital Budget to specify that the \$77,500, already appropriated for a restroom for Jack Gist Park, are hereby re-designated for the purpose of purchasing and install a portable restroom for the Park.

Jack Gist Park - Restroom

Budget Allocation - Water/Sewer Extension [+ concrete slab]

HAWSP	\$	42,500
GF Unassigned Fund Balance	\$	77,500
Total Budget Allocation	\$	120,000

Projected Costs		HAWSP		Fund Balance	
Mobile Restroom Unit (actual quote)	\$	65,000		\$	65,000
Sewer Line Stubout (actual cost)	\$	3,275	\$	3,275	
Sewer service connection (estimated cost)	\$	3,000	\$	3,000	
Water Line Stubout (estimated cost)	\$	5,000	\$	5,000	
Water service connection (estimated cost)	\$	3,000	\$	3,000	
Gravel pad to set restroom on	\$	5,000		\$	5,000
Total Projected Costs	\$	84,275	\$	14,275	\$ 70,000

**CITY OF HOMER
HOMER, ALASKA**

City Manager
Public Works Director

ORDINANCE 24-03

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
AMENDING THE FY24 CAPITAL BUDGET BY RE-
APPROPRIATING \$77,500 FROM THE GENERAL FUND
UNASSIGNED FUND BALANCE TO INSTALL A MOBILE
RESTROOM AT JACK GIST PARK.

WHEREAS, The FY24 Capital Budget includes \$120,000 to install new water/sewer
connection services at Jack Gist Park; and

WHEREAS, The FY24 Capital Budget identifies that \$77,500 is designated to come from
the General Fund Unassigned Fund Balance and \$42,500 from the Homer Accelerated Water
and Sewer Program (HAWSP) Fund; and

WHEREAS, Public Works is requesting that the \$77,500 be re-appropriated and used to
procure and install one mobile restroom unit at Jack Gist Park; and

WHEREAS, The \$42,500 was sufficient to complete the installation of the water and
sewer extension to the park.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY24 Capital Budget to re-
appropriate \$77,500 to purchase and install a portable restroom at Jack Gist Park as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
100	General Fund Unassigned Fund Balance	\$77,500

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 _____, 2024.

CITY OF HOMER

KEN CASTNER, MAYOR

45 ATTEST:

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48 _____

49 MELISSA JACOBSEN, MMC, CITY CLERK

50

51 YES:

52 NO:

53 ABSTAIN:

54 ABSENT:

55

56 Introduction:

57 Public Hearing:

58 Second Reading:

59 Effective Date:



MEMORANDUM

Ordinance 24-04, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Re-Appropriating \$150,000 from the Homer Accelerated Water and Sewer Program (HAWSP) Fund to Purchase Two Mobile Restrooms to be Placed at Karen Hornaday Park. City Manager/Public Works Director.

Item Type: Backup Memorandum
Prepared For: City Council
Date: November 30, 2023
From: Janette Keiser, PE, Public Works Director/City Engineer
Through: Rob Dumouchel, City Manager

I. Issue: The purpose of this Memorandum is to request an appropriation in the amount of \$150,000 from the HAWSP Fund to furnish two mobile restrooms at Karen Hornaday Park.

II. Background:

The FY24 Capital Budget includes \$30,000 to install new water/sewer connection services for a new restroom at Karen Hornaday Park. The FY25 Capital Budget contains \$150,000 from the HAWSP Fund and \$350,000 from the General Fund Unassigned Fund Balance to build the actual restroom.

We have found a source of high quality mobile restrooms and we will be procuring one for Jack Gist Park. These units would be equally useful at Karen Hornaday Park. The cost of one mobile restroom unit is \$65,000. This means we could install two such units at Karen Hornaday Park, one placed near the Pavilion and one placed adjacent to the Playground, using the FY24 funds and the funds projected to come from the HAWSP Fund in FY25. Assuming the new service lines come in on budget, we may not need to tap the General Fund in FY25.

III. RECOMMENDATION: That the City Council appropriate \$150,000 from the HAWSP Fund to the FY 24 Capital Budget to fully fund two portable restroom units for Karen Hornaday Park.

Karen Hornaday Restrooms

Budget Allocation - Water/Sewer Extension [+ concrete slab]	FY24	FY25
HAWSP	\$ 10,000	\$ 150,000
GF Unassigned Fund Balance	\$ 20,000	\$ 350,000
Total Budget Allocation	\$ 30,000	\$ 500,000

Projected Costs	
Engineering	\$ 20,000
Mobile Restroom Unit - near Pavilion (actual quote)	\$ 65,000
Sewer Line to Pavilion Restroom	\$ 30,000
Water Line to Pavilion Restroom	\$ 30,000
Mobile Restroom Unit -adjacent to Playground	\$ 65,000
Water line for Playground restroom	\$ 30,000
Sewer Line to Playground restroom	\$ 30,000
Concrete slab for Playground restroom	\$ 35,000
Total Projected Costs	\$ 305,000

Total Projected Costs	\$ 590,000
------------------------------	-------------------

PENDING BUSINESS

NEW BUSINESS

- A. Portable Restrooms for City Parks
Memorandum PARC-23-027 from Parks Maintenance Coordinator as backup

Acting Chair Archibald introduced the item by reading the title and deferred to Parks Coordinator Felice.

Parks Maintenance Coordinator Felice reviewed his memorandum for the Commission. He provided additional comments on the proposed units being used by many communities in Alaska and also in the Lower 48, noting in particular the cost savings to the City.

Parks Maintenance Coordinator Felice facilitated discussion on the following:

- Shipping Costs to Seward from Washington was \$5000 for two units
- The unit could be connected directly to water and sewer services
- The unit would be removed and stored under cover in the winter
 - o Location of storage will need to be determined, additional covered storage may need to be constructed.
 - o They can be constructed for year round use as they do come equipped with a heater. He reported that communities in Idaho use them year round and they have harsh winters.
- Each unit will have two standard toilet rooms and one ADA toilet room, all rooms will be equipped with porcelain commodes and sinks, can be easily hosed down and cleaned. There will be a ramp with handrails to access the ADA unit.
 - o Each trailer will be lowered hydraulically to minimize the height from the ground
 - o Wheels & axles remain attached to the unit
 - o Unit will be open during park times only and locked by janitorial staff after cleaning. Parks maintenance staff or Building Maintenance will unlock units at the beginning of each day.
- Cost of two units is 50% or less of one brick and mortar restroom facility
- Each unit can be constructed in seven days cost is \$60,666.75 per unit as shown
 - o Units can be constructed with holding tanks and could serve as replacements for Portable Toilets on the Spit in various locations including Mariner Park
- Units have been used by other communities for as long as 14 years with scheduled maintenance and needed repairs.

Public Works Director Keiser explained that they are prepared to submit an ordinance to be introduced at the November 27th regular meeting and will have public hearing and adopted at the January 8th meeting. They will request that City Council move the funds allocated in the FY25 Budget to FY24 Budget so they can get this done. If Council approves then restrooms would be received and installed in time for baseball season.

Parks Maintenance Coordinator reported that he met with the Adult Softball Association and Little League and both organization support this project. Little League had proposed constructing a two story Refreshment and Scoreboard with restrooms and storage facility but they do not have the funding and the city would not be able to get the funding for constructing something like that for quite some time.

FAIR/ROEDL MOVED THAT THE PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION RECOMMENDS CITY COUNCIL FUND THE PURCHASE OF TWO BATHROOM UNITS FROM COMFORTS OF HOME SERVICES FOR KAREN HORNADAY PARK AND JACK GIST PARK.

There was no discussion.

VOTE: NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Public Works Director Keiser stated that credit should be given to Mr. Felice as he brought back the idea and did the research after seeing the units being used in Wrangell, Alaska, when attending the annual Alaska Recreation and Park Association Conference.

B. Amending Homer City Code to Create Departments
Memorandum from Recreation Manager as backup

Acting Chair Archibald introduced the item and deferred to Recreation Manager Illg

Recreation Manager Illg provided a summary review of the memoranda in the packet. He noted the following:

- City Manager brought forward the ordinance to create the Community Development Department and relocate the Divisions of Economic Development, Planning and Community Recreation from the Administrative Department to within the new Community Development Department, this department will also have the future Building & Code Enforcement Division; transition IT and the Library Divisions into Departments.
- There has been a lot of discussion and public comment, which has been provided for the Commission in the packet, and Council postponed the ordinance to January 8th regarding the concerns received from the public to create and Parks & Recreation Department.
- Council appears to be on board for creating the Library and IT Departments.
- Council asked the City Manager if the Parks, Art, Recreation & Culture Advisory Commission has weighed in on this issue, noting that the Library Board, EDC and Planning Commissions have provided comment.
- Separate but related issue regarding this is the potential to have a soon to be created Parks & Recreation Department.
- Questioned if Community Recreation Division is the right fit for the Community Development Department, or should stay where it is until the Parks and Recreation Department is created instead of jumping around.
- Acknowledged some cross over with Economic Development such as special events because Community Recreation holds a number of events which relate to or work with economic development.

Mr. Illg specifically asked the Commission to comment on what they thought about moving the Community Recreation division under Community Development Department.

Acting Chair Archibald commented on the numerous entities in that planning, parks and rec section of the Ordinance 23-49.

**CITY OF HOMER
HOMER, ALASKA**

City Manager
Public Works Director

ORDINANCE 24-04

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING THE FY24 CAPITAL BUDGET BY RE-APPROPRIATING \$150,000 FROM THE HOMER ACCELERATED WATER AND SEWER PROGRAM (HAWSP) FUND TO PURCHASE TWO MOBILE RESTROOMS TO BE PLACED AT KAREN HORNADAY PARK.

WHEREAS, The FY24 Capital Budget includes \$30,000 to install new water/sewer connection services for a new restroom at Karen Hornaday Park; and

WHEREAS, The FY25 Capital Budget contains \$150,000 from the HAWSP Fund and \$350,000 from the General Fund Unassigned Fund Balance to build the actual restroom; and

WHEREAS, We have found a source of high quality mobile restrooms and we will be procuring one for Jack Gist Park and these units would be equally useful at Karen Hornaday Park; and

WHEREAS, The cost of one mobile restroom unit is \$65,000, meaning we could install two such units at Karen Hornaday Park, one placed near the Pavilion and one placed adjacent to the Playground, using the FY24 funds and the funds projected to come from the HAWSP Fund in FY25.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY24 Capital Budget to re-appropriate \$150,000 to purchase two portable restrooms for Karen Hornaday Park as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
215-XXXX	HAWSP	\$150,000

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 _____, 2024.

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CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

Introduction:

Public Hearing:

Second Reading:

Effective Date:

**CITY OF HOMER
HOMER, ALASKA**

City Manager

RESOLUTION 23-001

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
CONFIRMING THE CITY MANAGER'S APPOINTMENT OF MELISSA
JACOBSEN AS THE ACTING CITY MANAGER FOR CALENDAR YEAR
2024.

WHEREAS, Homer City Code 1.20.010(b) states that the City Manager shall annually appoint an Acting City Manager, subject to the City Council confirmation which is revocable at any time, by the Council; and

WHEREAS, Pursuant to Homer City Code Section 1.20.010(b) the Acting City Manager shall assume the duties and powers of the City Manager in their absence; and

WHEREAS, Reviews of City emergency plans related the COVID-19 pandemic have highlighted a need for an order of succession beyond the Acting City Manager appointment required by Homer City Code 1.20.010(b).

NOW, THEREFORE, BE IT RESOLVED by the Homer City Council that Melissa Jacobsen is hereby appointed by City Manager Rob Dumouchel and confirmed by the Homer City Council to serve as Acting City Manager in the City Manager's absence for the Calendar Year 2024.

BE IT FURTHER RESOLVED that if both the City Manager and the Acting City Manager are not available for duty, the role of Acting City Manager will be held by the next available department head from the list below (ranked by tenure with the City of Homer):

1. Police Chief Mark Robl
2. Harbormaster Brian Hawkins
3. Finance Director Elizabeth Fischer
4. Fire Chief Mark Kirko

PASSED AND ADOPTED by the City Council of Homer, Alaska, this 8th day of January 2024.

CITY OF HOMER

KEN CASTNER, MAYOR

43 ATTEST:

44

45 _____

46 MELISSA JACOBSEN, MMC, CITY CLERK

47

48 Fiscal Note: N/A

**CITY OF HOMER
HOMER, ALASKA**

City Manager

RESOLUTION 24-002

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
CONFIRMING THE APPOINTMENT OF ELIZABETH WALTON AS
TREASURER AND JENNA DE LUMEAU AS DEPUTY TREASURER FOR
CALENDAR YEAR 2024.

WHEREAS, Homer City Code §1.34.010 states that the Treasure and Deputy Treasurer shall be appointed by and serve at the pleasure of the City Manager, that the Treasurer and Deputy Treasurer shall be confirmed by the Council annually during the first meeting in January and whenever the appointment becomes vacant or whenever the City Manager deems it appropriate to change the appointment; and

WHEREAS, Pursuant to HCC §1.34.010, City Manager Robert Dumouchel hereby provides notice of Elizabeth Fischer as Treasurer and Jenna deLumeau as Deputy Treasurer for the Calendar year 2024.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska confirms the appointment of Elizabeth Fischer as Treasurer and Jenna deLumeau as Deputy Treasurer for the Calendar Year 2024.

PASSED AND ADOPTED by the Homer City Council this 8th day of January, 2024.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal note: NA

**CITY OF HOMER
HOMER, ALASKA**

City Manager/ Finance Director

RESOLUTION 24-003

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
DESIGNATING SIGNATORIES OF CITY OF HOMER ACCOUNTS AND
SUPERSEDING ANY PREVIOUS RESOLUTIONS SO DESIGNATING.

WHEREAS, Council Member Rachel Lord was appointed as Mayor Pro Tempore for
2023/2023 effective October 23, 2023; and

WHEREAS, Melissa Jacobsen was appointed as Acting City Manager via Resolution 24-
001; and

WHEREAS, Jenna de Lumeau was appointed as Deputy Treasurer via Resolution 24-002.

NOW, THEREFORE, BE IT RESOLVED by the City Council that for banking purposes, the
persons listed hereinafter are authorized as signers on accounts of the City of Homer, with dual
signatures required for checks over \$5,000 as follows:

- KEN CASTNER, MAYOR
- ROBERT DUMOUCHEL, CITY MANAGER
- RACHEL LORD, MAYOR PRO-TEMPORE
- MELISSA JACOBSEN, ACTING CITY MANAGER/CITY CLERK
- ELIZABETH FISCHER, FINANCE DIRECTOR/TREASURER
- JENNA DELUMEAU, DEPUTY TREASURER
- ANDREA BROWNING, PERSONNEL DIRECTOR
- JENNIFER CARROLL, SPECIAL PROJECTS & COMMUNICATIONS COORDINATOR

PASSED AND ADOPTED by the City Council of Homer, Alaska this 8th day of January,
2024.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Note: N/A

MEMORANDUM

Resolution 24-004, A Resolution of the City Council of Homer, Alaska Authorizing the City Manager to Apply for Clean Water State Revolving Loan Funds from the Alaska Department of Environmental Conservation in the Amount of \$2,937,353 for the Beluga Sewer Lift Station Improvements. City Manager/Public Works Director.

Item Type: Backup Memorandum
Prepared For: City Council
Date: December 6, 2023
From: Janette Keiser, PE, Public Works Director/City Engineer
Through: Rob Dumouchel, City Manager

I. Issue:

The purpose of this Memorandum is to request approval to apply for State Revolving Loan Funds for the Beluga Sewer Lift Station before the Principal Forgiveness Subsidy expires.

II. Background:

The FY24 CIP includes \$100,000 for final design of the Beluga Lift Station Improvements and work is on-going. In August 2023, the Alaska Department of Conservation (“ADEC”) offered the City a Principal Forgiveness Subsidy in the amount of \$500,000. We learned recently that this offer expires on February 29, 2024, unless we submit a loan application by that date. While we understand the Council has not yet appropriated the funds for the construction of the Beluga Lift Station Improvement Project, we ask for authorization to submit a loan application so we can lock in the Principal Forgiveness Subsidy before it expires. We will address the issue of full funding with the Biennial Budget Adjustment process. In the event the Council does not choose to fully fund the construction at that time, we can inform the ADEC and let the loan go fallow.

III. RECOMMENDATION: That the City Council authorize the City Manager to apply for Clean Water Funds from the ADEC so the Principal Forgiveness Subsidy can be locked in.

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Manager
4 Public Works Director

5 **RESOLUTION 24-004**

6
7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
8 AUTHORIZING THE CITY MANAGER TO APPLY FOR CLEAN WATER
9 STATE REVOLVING LOAN FUNDS FROM THE ALASKA
10 DEPARTMENT OF ENVIRONMENTAL CONSERVATION IN THE
11 AMOUNT OF \$2,937,353 FOR THE BELUGA SEWER LIFT STATION
12 IMPROVEMENTS.

13
14 WHEREAS, The Beluga Sewer Lift Station is on the Alaska Department of Environmental
15 Conservation’s (“ADEC”) Intended Use Plan for FY24 and has been awarded a Principal
16 Forgiveness Subsidy in the amount of \$500,000; and

17
18 WHEREAS, In order to receive this subsidy, the City must apply for the loan funds before
19 February 29, 2024, or the offer of the Principal Forgiveness Subsidy expires.

20
21 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska hereby
22 authorizes the City Manager to apply for Clean Water State Revolving Loan Funds in the
23 amount of \$2,937,353 for the Beluga Sewer Lift Station Improvements.

24
25 PASSED AND ADOPTED by the Homer City Council this 8th day of January, 2024.

26
27 CITY OF HOMER

28
29 _____
30 KEN CASTNER, MAYOR

31
32 ATTEST:

33
34 _____
35 MELISSA JACOBSEN, MMC, CITY CLERK

36
37 Fiscal Note: N/A



MEMORANDUM

Resolution 24-005, 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 \$45,000, to Design the Rebuild of the Ben Walters Pressure Reducing Station 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: November 28, 2023
From: Janette Keiser, PE, Public Works Director/City Engineer
Through: Rob Dumouchel, City Manager

I. Issue:

The purpose of this Memorandum is to request approval to issue a Task Order to RESPEC Company, LLC (“RESPEC”) to design the rebuild of the pressure reducing station in Ben Walters Way.

II. Background:

Ordinance 23-61 appropriates funds from the Water CARMA Fund to rebuild the pressure reducing station in Ben Walters Way.

Luke Rubalcava, RESPEC Company, LLC (“RESPEC”), was requested to submit a proposal to design the project. RESPEC is the only mechanical engineer located in Homer. They have been working with Public Works to diagnose the problems and brainstorm solutions, ever since we realized the extent of the disrepair. RESPEC proposed to develop construction documents, plans and specifications, on a time and materials basis, for the not-to-exceed price of \$45,000. This includes services during construction and record drawings. RESPEC’s work products will be incorporated into the Ben Walters Way Sidewalk Project.

III. RECOMMENDATION: That the City Council authorize issuance of a Task Order to RESPEC in an amount not-to-exceed \$45,000 to design the rebuild of the Ben Walters Pressure Reducing Station.



STATEMENT OF SERVICES

CITY OF HOMER — BEN WALTERS PRV STATION REPLACEMENT



NOVEMBER 2023



CITY OF HOMER – BEN WALTERS PRV STATION REPLACEMENT

The City of Homer (CITY) has requested RESPEC Company, LLC (RESPEC) to propose a scope and fee for professional services to develop construction documents and provide services during construction (construction administration) for a pressure reducing valve (PRV) station replacement project. This Statement of Services serves to identify RESPEC’s proposed scope, deliverables, assumptions, owner’s responsibilities, schedule, and fee.

1.0 PROJECT SCOPE SUMMARY

The proposed scope of the Ben Walters PRV Station Replacement Project is to replace the existing below grade PRV station with a new above grade PRV station.

The proposed concept is to construct an 8’x12’ wood framed enclosure on a concrete slab foundation above the buried water line within the utility easement and upstream of the existing PRV station. The enclosure will house the two PRV valves (2” and 6”) and the water line will enter and exit the structure through the floor of the enclosure. The existing HEA pedestal will be relocated and installed on the exterior of the station and the enclosure will be outfitted with lights and an electric heater.

2.0 ENGINEERING REQUIREMENTS

Upon this Agreement becoming effective, the ENGINEER shall provide the following engineering disciplines:

- / Civil
 - » Site plan
 - » Excavation and backfill details
 - » Thrust block details and isolation valve map
- / Structural
 - » Enclosure foundation and construction details
 - » Pipe Supports
- / Mechanical
 - » PRV Station piping and valving
 - » Heater selection
- / Electrical
 - » HEA coordination
 - » Lighting selection
 - » Power and circuiting design

RESPEC will perform the following tasks:

- / Visit the site to confirm existing conditions.
- / Develop Design Narrative and Design Drawings for construction and ADEC permitting.
- / Coordinate with equipment and materials vendors to identify the basis of design equipment selections.

2.1 95% PRE-FINAL DESIGN SUBMITTAL

- / Develop design documents per Project Scope summary listed above.
 - » Design narrative/ design criteria document
 - » Drawings
 - » Specifications (on the drawings)
- / Preliminary ADEC Coordination

2.2 CONSTRUCTION DOCUMENTS

- / Update the design based on comments received from 95% design, finalize design, and issue signed Construction Documents.
 - » Design narrative/ design criteria document
 - » Drawings
 - » Specifications (on the drawings)

2.3 CONSTRUCTION ADMINISTRATION

- / ADEC Permitting Assistance (as needed)
- / Bidding Assistance
 - » Respond to Bidder Questions
- / Services During Construction
 - » Respond to contractor RFI's/DCVR's
 - » Review Contractor Submittals
 - » Site visits during construction
- / Record Drawings

3.0 ASSUMPTIONS

1. Electrical site work is limited to intercepting the existing service feeder at the HEA pedestal and rerouting to the new enclosure exterior. Additional modifications to the existing underground service, and/or additional sitework is not included.
2. Assumed two RFI's/DCVR's per discipline and a maximum of two passes per submittal review.
3. Existing easement is adequate for constructing improvements.
4. Client will identify isolation valves that may be used during construction.



4.0 OWNER RESPONSIBILITIES

1. Provide access to record information as needed.
2. Pay ADEC permitting fees.

5.0 SCHEDULE

The tentative schedule for the project is as follows and is to be finalized pending coordination with the OWNER:

1. Notice-to-Proceed: TBD
2. 95% Pre-Final Design 6 weeks after NTP
3. Construction Documents 4 weeks after receiving comments on 95%

6.0 METHOD OF PAYMENT

RESPEC will perform the design and construction administration services on a time and materials basis for \$45,000.

END OF STATEMENT OF SERVICES

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Manager
4 Public Works Director

5 **RESOLUTION 24-005**

6
7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
8 AUTHORIZING ISSUANCE OF A TASK ORDER TO RESPEC
9 COMPANY, LLC., IN THE NOT-TO-EXCEED AMOUNT OF \$45,000 TO
10 DESIGN THE REBUILD OF THE BEN WALTERS PRESSURE
11 REDUCING STATION AND AUTHORIZING THE CITY MANAGER TO
12 NEGOTIATE AND EXECUTE THE APPROPRIATE DOCUMENTS.

13
14 WHEREAS, Ordinance 23-64 appropriates funds from the Water CARMA Fund to rebuild
15 the pressure reducing station in Ben Walters Way; and

16
17 WHEREAS, RESPEC Company, LLC (“RESPEC”), was requested to submit a proposal to
18 design the project because they are the only mechanical engineer located in Homer and have
19 been working with the City to diagnose problems and brainstorm solutions, since the extent of
20 the disrepair was realized by Public Works; and

21
22 WHEREAS, RESPEC proposed to develop construction documents, plans and
23 specifications, on a time and materials basis, for the not-to-exceed price of \$45,000, which
24 includes services during construction and record drawings; and

25
26 WHEREAS, RESPEC’s work products will be incorporated into the Ben Walters Way
27 Sidewalk Project; and

28
29 WHEREAS, Award of this task order is contingent on the adoption of Ordinance 23-64.

30
31 NOW THEREFORE BE IT RESOLVED that the Homer City Council hereby authorizes
32 issuance of a Task Order to RESPEC in the Not-To-Exceed amount of \$45,000 to design the
33 rebuild of the Ben Walters Pressure Reducing Station.

34
35 PASSED AND ADOPTED by the Homer City Council this 8th day of January, 2024.

36
37 CITY OF HOMER

38
39 _____
40 KEN CASTNER, MAYOR

41
42 ATTEST:

43
44 _____
45 MELISSA JACOBSEN, MMC, CITY CLERK

46
47 Fiscal note: Ordinance 23-64 appropriated \$300,000 from Water CARMA (256-0378); \$300,000
48 remains



MEMORANDUM

Resolution 24-006, A Resolution of the City Council of Homer, Alaska Approving and Accepting the Donation of a Lighthouse Sculpture created by Mooserun Metalsmiths of Homer, Alaska Commissioned by the Stuart Craig Family to be Located in the Gardens at the Baycrest Hill Overlook and Included in the City of Homer Municipal Art Collection. City Clerk/PARCAC.

Item Type: Action Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: November 8, 2023
Through: Rob Dumouchel, City Manager
From: Parks, Art, Recreation & Culture Advisory Commission

Background Information:

At the regular meeting of August 17, 2023 the Parks Art Recreation & Culture Advisory Commission (Commission) reviewed the proposed donation of a metal lighthouse sculpture that was being commissioned from Mooserun Metalsmiths of Homer, Alaska, by the Stuart Craig Family of Wasilla, Alaska.

The proposed sculpture would be placed in a raised garden bed located within the Baycrest Hill Overlook rest area and act as a trellis allowing plants to grow around and acting as a support for others in the garden.

The Commission expressed concerns on the following points:

- Appearance of the sculpture according to the sketch
- Proposed verbiage of the passage to be on the memorial plaque due to previous experiences with the public on other donations, in particular memorial benches

The Commission adopted and recommended acceptance and inclusion of the sculpture into the Municipal Art Collection postponing the placement of a memorial plaque until Council has adopted a policy regarding memorials.

The excerpt of the approved minutes reflecting the discussion and motion from the meeting have been included for review.

Recommendation

Approve and accept the donation of a sculpture for inclusion in the City of Homer Municipal Art Collection created by Mooserun Metalsmiths of Homer, Alaska, commissioned by the Stuart Craig Family of Wasilla, Alaska for placement in a garden located at Baycrest Hill Overlook.

Attachments:

Donation Application Information Packet
Excerpt of the August 17, 2023 Approved Minutes



CITY OF HOMER GIFT/DONATION PROPOSAL APPLICATION

PLEASE TYPE OR PRINT CLEARLY AND MAKE YOUR RESPONSES COMPLETE AND THROUGH.

DATE 08/09/2023
CONTACT PERSON Stuart Craig or Marie Craig TITLE N/A
ORGANIZATION IF APPLICABLE N/A
ADDRESS PO Box 877570 CITY Wasilla STATE AK ZIP 99687
PHONE 907-232-2237 FAX N/A CELL 907-232-2237
EMAIL Stuart - stuartpc61@gmail.com & Marie - mcraig11@hotmail.com

TELL US WHY YOU WISH TO DONATE THIS TO THE CITY OF HOMER? Homer has always been my family's favorite Alaska destination. I have many great memories my youth spending time in Homer with my parents camping, fishing, beachcombing, and exploring. When my wife and I met in 2003, Homer became our favorite place to visit and we spend as much time there as we can, and always wish we could spend more. After my parents passed away, we decided to see if we could make a donation to the City of Homer to show how special it is to our family, and for all to enjoy on trips to and from Homer.

PLEASE COMPLETE THE APPROPRIATE SECTIONS RELATED TO YOUR DONATION.

TITLE OF ARTWORK Lighthouse Metal Sculpture
ARTIST(S) NAME Marlon Prazen and Tarri Thurman
YEAR COMPLETED 2023 DIMENSIONS Approximately 5' high, 4 sided, base approx. 2'W X 2'D
MATERIALS USED TO CREATE ARTWORK Steel & powder coated steel plate

PHYSICAL DESCRIPTION OF THE PROPOSED DONATION-

A steel sculpture of a lighthouse approx. 5' tall. 4 sided. Approx. 2' W X 2"D at base. Will taper to approx. 1'W X 1'D at top. Will have light (at top), door and window cutouts throughout sculpture

NARRATIVE DESCRIPTION OF THE PROPOSED DONATION- TELL US THE STORY BEHIND THE PIECE OR SIGNIFICANCE -

My wife and I wanted to specifically donate to the City of Homer for the Baycrest Lookout Park. After working with Matt Steffy, Parks & Trail Planner, City of Homer, and explaining to him why this location and why Homer is so special to us and our family, Matt suggested we donate this sculpture. My wife and I really liked the idea of having an sculpture art piece located at the Baycrest Lookout Park, and we all really liked the idea of this to be a Lighthouse designed or themed art sculpture.

IS THE PROPOSED PIECE ONE OF A KIND? yes IS THE PIECE PART OF A SERIES, LIMITED OR OTHERWISE? no
IF SO, AN EDITION OF HOW MANY? N/A IS THE PIECE COMPLETED? no IF NOT WHEN IS THE
EXPECTED COMPLETION DATE? Mid September 2023
WHAT IS THE CURRENT CONDITION OF THE PIECE? Moose Run Metalsmiths has materials to begin, and anticipates
beginning the project mid August 2023.

PROPOSED SITE OR LOCATION

DO YOU HAVE A SITE(S) IN MIND FOR THE PLACEMENT OF THE PIECE? IF SO WHERE? Baycrest Lookout Park,
Homer, Alaska

IS THIS A CITY OWNED PROPERTY IF NOT WHO OWNS THE PROPERTY? Both evidently City and State of Alaska
owned. Detail on this can be provided by Matt Steffy, City of Homer Parks & Trail Planner

WHAT IS THE RATIONALE FOR SELECTING THIS/THESE LOCATION(S)? It is a favorite spot for my family for over
50 years. We visit Homer often, and it is the first stop we make when coming to Homer, and the last stop we
make when leaving Homer.

ARE YOU AWARE OF ANY PERMITS OR PERMISSIONS THAT MAY BE REQUIRED? No, am not aware.

TECHNICAL SPECIFICATIONS

DESCRIBE HOW THE PIECE IS CONSTRUCTED OR MADE. PLEASE INCLUDE ANY DOCUMENTATION AT THE END OF
THIS APPLICATION. It will be constructed entirely of steel plate. The artists are also investigating as to the
ability to install a solar powered light in the top of the lighthouse. It has yet to be determined if this part of the
project will be possible.

HOW IS THE PIECE TO BE PROPERLY INSTALLED? It will be placed in a City of Homer flower bed at the park.
This flower bed is the center front bed as you enter the park. It will be anchored to the concrete bottom of the
flower bed.

DOES THE PIECE REQUIRE ELECTRICITY, PLUMBING OR OTHER UTILITY HOOKUPS? No

WHO WILL BE INSTALLING THE PIECE? Our understanding is that it will be installed and maintained by The
City of Homer.

WHAT IS THE EXPECTED LIFETIME AND STAYING POWER OF THE MATERIALS USED IN CREATING THE PIECE? It will be powder coated steel plate, so that will inhibit rust. That should allow the sculpture to be in place in perpetuity.

WHAT MAINTENANCE IS REQUIRED AND HOW OFTEN? TBD

PLEASE IDENTIFY ANY SPECIFIC MAINTENANCE PROCEDURES AND OR EQUIPMENT AND THE ASSOCIATED COSTS: TBD

WHAT PRECAUTIONS HAVE BEEN TAKEN TO GUARD AGAINST VANDALISM IF ANY? Anchoring the piece into concrete
Materials used are powder coated steel. Easy to maintain and clean.

WHAT STEPS HAVE BEEN TAKEN TO ASSURE THIS PIECE WILL NOT PRESENT A SAFETY HAZARD? Matt Steffy has a plan

BUDGET

PROJECT MANAGEMENT FEES	\$ <u>TBD</u>	INSURANCE	\$ <u>unknown</u>
ARTIST'S FEES	\$ <u>6000 est.</u>	UTILITY HOOKUP	\$ <u>0</u>
PURCHASE PRICE PERMITS	\$ <u>0</u>	DELIVERY	\$ <u>0</u>
STRUCTURAL	\$ <u>0</u>	INSTALLATION	\$ <u>unknown</u>
ENGINEERING SITE	\$ <u>unknown</u>	SIGNAGE	\$ <u>0</u>
PREPARATION OTHER	\$ <u>unknown</u>	RECOGNITION	\$ <u>0</u>
COSTS NOT LISTED	\$ <u>0</u>	DESCRIPTION	<u></u>

DATE PIECE WAS LAST APPRAISED? TBD

WHAT IS THE VALUE OF THE PIECE OR ESTIMATED MARKET VALUE IF NO APPRAISAL WAS DONE? \$6,000 to \$7,000

TIMELINE

WHAT IS THE TIMELINE FOR THE COMPLETION OR INSTALLATION OF THE PIECE? IDENTIFY THE DIFFERENT STAGES AND DATE GOALS TO PREPARE THE PIECE FOR DONATION It will be started mid August 2023 and completed mid Sept. 2023. Installation has yet TBD.

RESTRICTIONS

ARE THERE ANY KNOWN COVENANTS, REQUIREMENTS OR RESTRICTIONS THAT COME WITH THE PIECE? No, I do not
believe so, unless these exist through the City of Homer.

WHAT EXPAECTATIONS DO YOU HAVE FOR THE CITY OF HOMER IN ACCEPTING THIS ARTWORK? To maintain the
sculpture, to plant acceptable plants in and around the sculpture, and to install the sculpture.

COMMUNITY INVOLVEMENT

WAS THERE ANY COMMUNITY OR USER INVOLVEMENT IN SELECTING THE RECOMMENDED LOCATION? Only that
my wife and I wanted to give something back to the community of Homer because it is such a special
destination for my wife and I and family, and we felt the community would appreciate this donation at this
specific location.

PLEASE INCLUDE ANY LETTER(S) OF SUPPORT FOR THE PROJECT OR PROPOSED DONATION.

N/A

APPLICANT MUST SUBMIT THE FOLLOWING SUPPORTING DOCUMENTATION WITH THIS APPLICATION.

AN RESUME OR BIO FROM THE ARTIST WHO CREATED OR WILL CREATE THE ARTWORK.

FIVE TO TEN IMAGES OF PAST WORK FROM THE ARTIST. THESE CAN BE PHOTOGRAPHS.

THREE TO FIVE CLEAR IMAGES OF THE PROPOSED ARTWORK

SCALE DRAWING/MODEL OF THE PROPOSED ARTWORK

IF YOU HAVE A SITE(S) IN MIND PLEASE INCLUDE PHOTO AND DESCRIPTION OF THE SITE(S) AND A SCALED

DRAWING OF THE PROPOSED ARTWORK IN THE RECOMMENDED LOCATION.

A COPY OF A FORMAL APPRAISAL IF AVAILABLE

**TECHNICAL SPECIFICATIONS, MAINTENANCE MANUAL OR DRAWINGS/RECOMMENDATION FROM STRUCTURAL
ENGINEER.**

APPLICATIONS ARE TO BE SUBMITTED TO:

THE CITY OF HOMER

CITY CLERKS OFFICE

491 E. PIONEER AVENUE

HOMER, AK 99603

OR YOU MAY SUBMIT VIA FAX AT 907-235-3143 TO SUBMIT VIA EMAIL PLEASE SEND TO clerk@ci.homer.ak.us

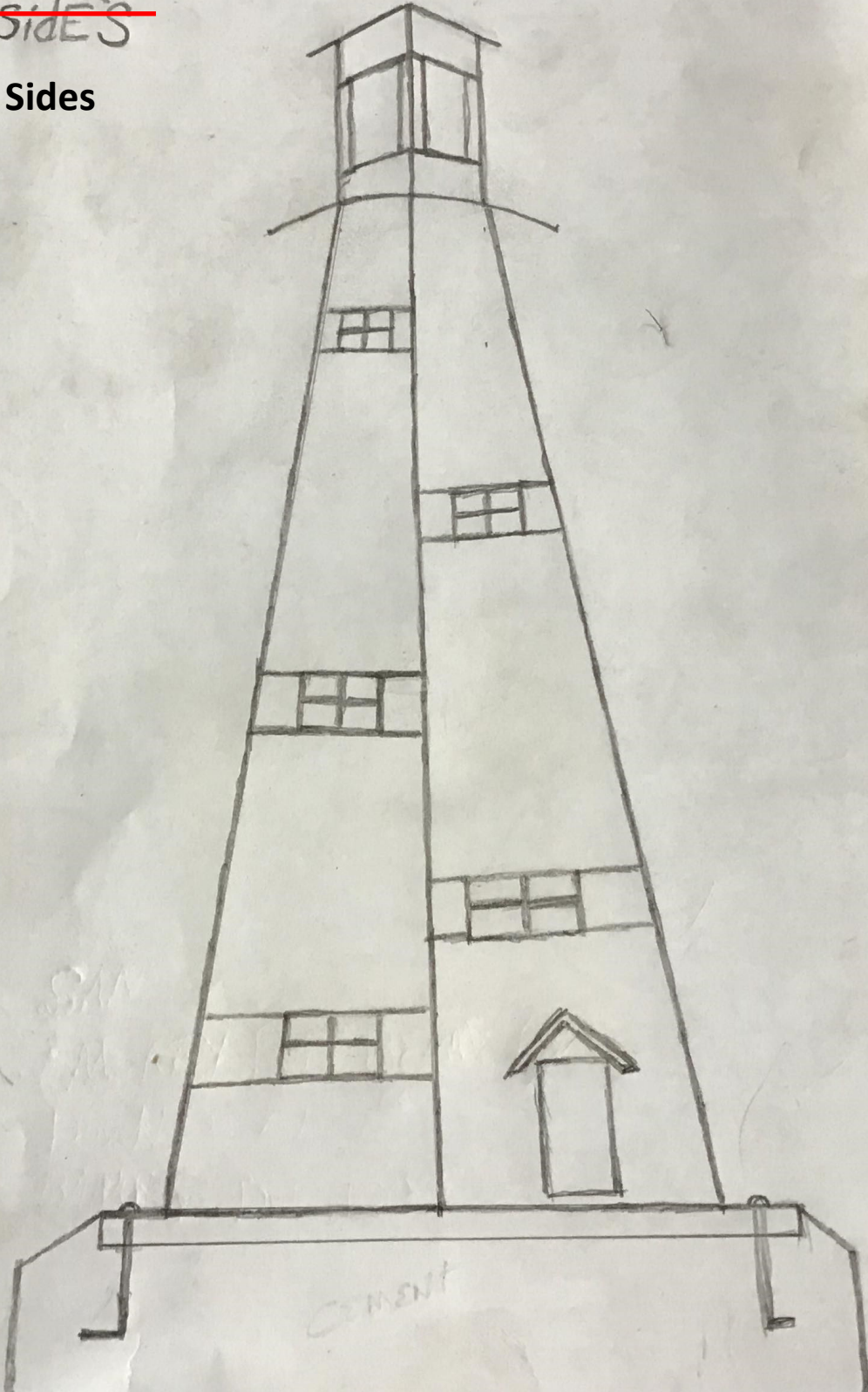
IF YOU HAVE ANY QUESTIONS PLEASE FEEL FREE TO CONTACT THE CLERK'S OFFICE AT 235-3130.

Stuart P Craig

Marie F. Craig
Marie F. Craig

~~5 SIDES~~

4 Sides



Concept sketch provided by Tarri Thurman of Mooserun Metalsmiths.

(For clarification, the plan is for a 4-sided lighthouse.)



To: Parks, Art, Recreation and Culture Advisory Committee:

My wife, Marie, and I would like to make a sculpture art donation to the City of Homer. Specifically, we would like this sculpture art to be placed at the Baycrest Lookout Park. We thought it would be beneficial to this donation request to provide you with some background as to why this is important to us both. I am a lifelong Alaskan, having been born in Kodiak in 1961 and have lived in Alaska since. As a child and teenager, my mother, father, and I would often come to Homer for recreation. We camped in the campgrounds on the Homer Spit, and spent many great days beachcombing, fishing from our pleasure craft in Kachemak Bay, and exploring Homer and its surroundings. Over the years, Homer became our family's favorite Alaska destination, and my parents spent many days in their retirement years in Homer. During my younger adult years, I also lived in Homer for one year. My wife moved to Alaska in 1993, and we met in 2003. Homer quickly became one of our very special places to visit for vacations, and we spend as much time in Homer each year as we can, and always wish we could spend more. We love to take trips out into Kachemak Bay and explore when we can, and every day we are in Homer we love to walk the beaches on the Homer Spit to beachcomb and enjoy the beauty of it all. Since my mother passed away in 2005, my wife and I have discussed the desire to do something special for her that recognized just how much she and my father loved the time they spent in Homer. Once my father passed away in 2022, we decided to make some serious inquiries about a donation to the City of Homer that would help show how special Homer is to our family. We are especially fond of the Baycrest Lookout Park. We love the views from the overlook, and it is always our first stop as we arrive and the last stop as we leave. We would love to be able to make this sculpture art donation to the City of Homer, to be placed at the Baycrest Lookout Park to recognize just how special Homer was to my parents, Larry and Marcia Craig, my wife and I, and also to add something special for all to enjoy as they drive to and from Homer.

Thank you for your time and consideration,

Stuart & Marie Craig

Wording for the memorial plaque on Baycrest Lighthouse.

The idea here would be that this message would be center aligned when printed on the plaque. I can't guarantee that it shows up that way when you receive it. I tried to center align it when I sent it. Hopefully it shows that way when you view it. Let us know if this is going to be OK. Thanks,

Stuart & Marie Craig

**Your smile is your light
and there is always a reason to smile.
Look around, breathe and let your light shine every day!
With love for the past and future.
Larry & Marcia Stuart & Marie
The Craig Family**

Plaque will be approximately 6 inches square and mounted near the base of the sculpture. Material will either be engraved steel, or plasma cut steel with powder coat finish to match the Lighthouse.

Examples of Mooserun craftsmanship in Homer



Recreation Manager Illg reviewed Staff Report 23-024 for the Commission. He provided information on the proposed Recreation Fees Resolution, noting that this can be updated annually as required and the findings of the report provided on the HERC building and site and the Sister City Anniversary Planning Committee. He responded to questions regarding the STIP project recommendations. Mr. Illg noted that he will be attending the Annual ARPA Conference in Wrangell in September with Matt Steffy and Parks Maintenance

C. Arts & Culture Report – Pratt Museum & Park Presentation by Patricia Relay, Executive Director

Vice Chair Lowney introduced the topic and invited Ms. Relay to make her presentation.

Patricia Relay, Executive Director provided a presentation on the Pratt Museum, where it has been and where it is heading for the future. She provided information on the difficulties to hiring and replacing staff and facilitated discussion on the following:

- Hosting the Kachemak Bay Educator meeting in September
- Unique and longstanding partnership with the City of Homer and hoping to be able to work in partnership on the proposed Sister City Celebration of 40 years with Teshio, Japan.
- Former events such as the Art in the Woods
- Tapping into Volunteers for performing the work outside in the park areas
- Display area location for the Sister City Artwork

PUBLIC HEARING(S)

PENDING BUSINESS

NEW BUSINESS

A. Art Donation – Sculpture for Baycrest Hill Overlook
Memorandum PARC 23-023 from Deputy City Clerk as backup

Vice Chair Lowney introduced the item by reading of the title and invited the Clerk to provide her report.

Deputy City Clerk Krause reviewed Memorandum PARC 23-023 for the Commission. She noted that the section in the Policies and Procedures regarding donations outlining the review process was provided to assist the Commission in making their decision.

ROEDL/HARRALD MOVE TO ADOPT THE PROPOSED DONATION OF A LIGHTHOUSE SCULPTURE CREATED BY MOOSERUN METALSMITHS TO BE PLACED IN THE GARDENS LOCATED AT THE BAYCREST HILL OVERLOOK AND FORWARD TO CITY COUNCIL WITH THE RECOMMENDATION TO INCLUDE IN THE CITY OF HOMER MUNICIPAL ART COLLECTION.

Deputy City Clerk Krause facilitated discussion on the following:

- Clarified that the costs for the creation of the donation was being paid by the persons donating the sculpture. The costs to the city would be installation and the labor to effect that installation.
- Trying to visualize the artwork in the actual setting. It would have been preferred to see the drawing superimposed in the location where it will be installed.

- Reviewing the Adopted plan for the Baycrest Hill Overlook this sculpture does not really fit this theme as they were collaborative and the desire is to honor those collaborations.
- The installation of a concrete base within the center of the garden bed will require all the vegetation and dirt to be removed.
 - o Parks Maintenance Coordinator Felice stated that it would be scheduled in the fall before the first snowfall. They will try to get it all done before hard freeze or it will be done in spring time weather dependent May-June.
- Appearance may be seen as an oil derrick and that would not be acceptable, a lighthouse would be okay but unsure how that will be attained as described, not many lighthouses are square.
- Concerns expressed on the proposed wording for the plaque, comments were not in favor of having any plaque due to previous experience from the public on benches and at WKFL.
 - o It was noted that the sculpture was also intended to be a trellis which means that it would be support for plants so most of the time plants would cover the plaque then in winter it would be covered in snow depending on where the plaque was placed.
 - o Reviewing the donations policy regarding memorials and allowing recognition plaques, etc. to limit future donations to Dedicated to the City of Homer from XXXXX
- Reaching out to the donors and artists if there is no timeline to address the Commission's concerns regarding the plaque.
 - o There is a timeline, artists will have the piece completed in approximately 4-6 weeks.
 - o Recommendation from Staff was to approve the actual sculpture with conditional approval on the memorial plaque until agreement on content is determined.
 - The plaque can always be mounted after installation of the sculpture.

ARCHIBALD/HARRALD MOVED TO AMEND THE MOTION TO POSTPONE PLACEMENT OF A MEMORIAL PLAQUE UNTIL A MEMORIAL POLICY HAS BEEN ADOPTED BY THE CITY.

There was discussion on the placement of the plaque at the convenience of the Parks personnel.

Commissioner Archibald called for a Point of Order as the discussion is not germane to the amendment on the floor currently.

Deputy City Clerk Krause read back the amendment to the motion.

VOTE: (Amendment). NON-OBJECTION. UNANIMOUS CONSENT.

Deputy City Clerk Krause read back the main motion as amended.

MOVED TO ADOPT THE PROPOSED DONATION OF A LIGHTHOUSE SCULPTURE CREATED BY MOOSERUN METALSMITHS TO BE PLACED IN THE GARDENS LOCATED AT THE BAYCREST HILL OVERLOOK, POSTPONING THE PLACEMENT OF A MEMORIAL PLAQUE UNTIL A MEMORIAL POLICY IS ADOPTED BY THE CITY AND FORWARD TO CITY COUNCIL WITH THE RECOMMENDATION TO INCLUDE IN THE CITY OF HOMER MUNICIPAL ART COLLECTION.

A brief discussion was conducted on the ability of parks staff to install the plaque when the policy was adopted and that not having the plaque would not delay the creation and installation of the sculpture.

VOTE. (Main motion) NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- B. 2024 – 2029 Draft Capital Improvement Plan – Review and Recommendation
Memorandum from Special Projects & Communication Coordinator as backup

Vice Chair Lowney introduced the item by reading of the title. She noted that the goal of the Commission according to Ms. Carroll is to choose three and to come to some sort of consensus on what the Commission would like. Vice Chair Lowney then opened the floor for recommendations.

Commissioner Fair requested clarification if the Commission was intent to select and recommend projects strictly related to Parks Recreation & Culture or selecting the top three that the Commission thinks are city needs.

Vice Chair Lowney opined that there are no rules.

Commissioner Fair stated, as he did at the Library Advisory Board meeting on Tuesday, that you could throw a dart at any of the projects in the plan and hit stuff that needs to be taken care of for the city. He did not think picking any of them would be wrong.

Vice Chair Lowney interjected that there was an issue last time about the Commission not selecting the Gateway Development Project since the Commission had recommended it previously and added it as a new project before that so it may be better that the Commission recommend related projects.

Commissioner Harrald expressed agreement with Vice Chair Lowney

Recreation Manager Illg voiced his recommendation that the Commission should focus on Parks, Art, Recreation and Culture Projects as that is what Council will expect.

Deputy City Clerk Krause concurred with Recreation Manager Illg but also the Commission has promoted additional projects that benefitted the City as a whole such as a Harbor Project or a New Police Station.

Associate Planner Steffy supported the recommendations previously stated but reiterated the expectation of each advisory body recommending projects related to its focus.

Commissioner Fair commented that ADA stuff should be taking place and that goes across practically all advisory bodies in the city, not picking projects like the Homer Spit Coastal Erosion Mitigation, which affects everything on the spit or the A Frame Water Transmission Line that's going to fall apart, noting that there is just so much, but he will select three parks related projects those will be, in priority order:
Karen Hornaday Park Public Restroom Facility, Jack Gist Park Improvements Phase 2 and Homer Spit Coastal Erosion Mitigation

Commissioner Roedl selected the Homer Spit Trailhead Restroom, Svedlund/Herndon Street Sidewalks and Bayview Park Restoration.

Commissioner Harrald selected Kachemak Drive Non-motorized Pathway, Multi-Use Community Center, and Karen Hornaday Park Public Restroom Facility.

**CITY OF HOMER
HOMER, ALASKA**

City Clerk/PARCAC

RESOLUTION 24-006

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, APPROVING AND ACCEPTING THE DONATION OF A LIGHTHOUSE SCULPTURE CREATED BY MOOSERUN METALSMITHS OF HOMER, ALASKA, COMMISSIONED BY THE STUART CRAIG FAMILY TO BE LOCATED IN THE GARDENS AT THE BAYCREST HILL OVERLOOK AND INCLUDED IN THE CITY OF HOMER MUNICIPAL ART COLLECTION.

WHEREAS, Many residents and visitors find the view of the Kachemak Bay when topping the rise at Baycrest entrancing, whether it is their first time or 100th time, and having the feeling of being “home” when they see the spectacular view of natural wonder and beauty; and

WHEREAS, The proposed sculpture of a lighthouse made of powder coated steel, rising to the height of five feet fixed with a solar powered light, will provide tribute of a centuries old system of showing the way home and safe navigation; and

WHEREAS, The Parks, Art, Recreation, and Culture Commission (PARCAC) have reviewed the donation to the City of Homer and recommended that City Council approve and accept the sculpture for inclusion in the Municipal Art Collection.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, hereby approves and accepts the donation of a Lighthouse Sculpture created by Mooserun Metalsmiths of Homer, Alaska, commissioned by the Stuart Craig Family to be Located in the Gardens at the Baycrest Hill Overlook and Included in the City of Homer Municipal Art Collection.

PASSED AND ADOPTED by the Homer City Council this 8th day of January, 2024.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal note: N/A



MEMORANDUM

Resolution 24-007, A Resolution Of The City Council Of Homer, Alaska Authorizing a Task Order to HDR Engineering In An Amount Not To Exceed \$19,000 For Grant Writing Services For A FY2024 Federal Raise Planning Grant to Support Homer's Non-Motorized Transportation Infrastructure and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents.

Item Type: Backup Memorandum
Prepared For: Mayor and City Council
Date: December 20, 2023
From: Jenny Carroll, Special Projects and Communications Coordinator
Through: Rob Dumouchel, City Manager

- I. **Issue:** The purpose of this Memorandum is to recommend a Task Order to HDR to assist with revising the City's FY23 REACH (Realizing Equitable and Accessible Connectivity in Homer) planning grant application for resubmission the FY24 RAISE grant round.
- II. **Background:** Ordinance 22-39, adopted by City Council in August appropriated \$125,000 to support development and submission of grant applications under the Federal Infrastructure Investment and Jobs Act (IIJA). Last year, some of these funds were used to contract with HDR to assist with a grant application to the FY23 RAISE (Rebuilding American Infrastructure with Sustainability and Equity) Federal discretionary grant program.

The application, titled REACH (Realizing Equitable, Accessible Connectivity in Homer), sought Federal planning funds to conduct system-wide planning and prioritization, data collection and analysis, feasibility, environmental review and 65% design for selected sidewalk and trail projects in Homer's Non-Motorized Transportation Plan. The planning grant does not require any City match funds.

While not selected for funding in the FY23 round, Homer's REACH application made it to the Secretary of Transportation's desk for final funding consideration, was Highly Rated and earned the designation as a "Project of Merit." At an application debrief, the Transportation Department encouraged the City to consider applying again in the FY24 round.

The FY24 RAISE program opened in late November with a February 28, 2024 application submission deadline. A Resolution approving a Task Order to HDR to help update and resubmit the REACH application for FY24 RAISE funding is before you for consideration. The scope of work (attached) is estimated not to exceed \$19,000 based on time and effort. The Professional IIJA Grant Writing Services fund has \$44,976 remaining to cover this cost.

TASK ORDER #24-01 IIJA Grant Assistance

This Task Order pertains to an Agreement by and between the City of Homer, (“OWNER”), and HDR Engineering Inc., (“ENGINEER”), dated **January ____, 2024**, (“the AGREEMENT”). Engineer shall perform services on the project described below as provided herein and in the Agreement.

PART 1.0 PROJECT DESCRIPTION

Update the City’s FY23 RAISE Application and submit for FY24 RAISE.

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY ENGINEER

Task 1: FY23 RAISE Application

This scope describes HDR’s approach to updating The City’s FY23 RAISE Application and submitting it to the FY24 RAISE funding opportunity.

We propose to coordinate and lead The City’s RAISE application development process while working closely with City staff to agree on key strategic decisions. At least three rounds of review will confirm that the application captures the essence of The City’s needs, plans, and expected impacts, and aligns with federal grant program priorities.

1.1 Initial Application Internal Review

HDR will select two senior grant writers who have either reviewed grants for FHWA or won RAISE grants under IIJA. These grant writers will read the FY23 agency debrief notes and then review the FY23 application in detail to provide critical comments aimed at strengthening the application. They will provide suggestions for addressing deficiencies identified in the FY23 debrief.

1.2 Kick-Off Meeting, Grant Program Requirement Checklist, and Application Management

Working closely with The City’s staff, HDR will discuss project selection and develop a unique work plan and schedule to address the specific application requirements, including grants.gov workspace and supporting documentation, data, and analyses. This schedule will be used to monitor progress, identify critical path items, meet client deadlines, and document issues and concerns as they arise.

HDR will hold a brief virtual kickoff meeting to:

- Review results of subtask 1.1
- Identify data and other substantive content needed to support the application
- Develop a schedule for grant application

DELIVERABLES

- Grant application virtual kick-off meeting
- Grant application work plan
- Brief virtual meetings twice weekly to coordinate on grant progress
- Oversight and coordination of tasks required to complete grant application
- Assistance preparing for grants.gov submission
- Shared file space

1.3 Grant Application Narrative

HDR will revise the narrative to strengthen it for FY24 RAISE, first focusing on areas identified in the agency debrief then reviewing the entire application. Our grant writing team will revise the narrative and supporting data analyses and guide The City in gathering relevant project documentation.

Concurrently, HDR’s graphic designer will utilize the FY23 application template and provide minor updates for dates, pagination, and flow as required by document revisions for FY24 application.

Our team will deliver a draft version of the Application Narrative in MS Word for review and a final version of the Application Narrative in PDF for submission, including the Work Plan appendix and letters of support. We will work with The City to prepare for final submission at least a day before the application deadline, when City staff will upload the documents onto the grants.gov web portal.

DELIVERABLES

- Draft and final versions of a clear, concise, and narrative that answers grant evaluation metrics
- Draft and final layout templates

1.4 Post-Application Debrief

HDR will support The City in reaching out to the grant agency for an application debrief to garner lessons learned from the funder’s project review.

DELIVERABLES

- Roughly two hours of virtual attendance at debrief meeting and a summary and discussion of lessons learned

Breakdown and assignment of work on the application can be summarized as follows:

Document/Section	Section	Level of Effort	HDR Initial QC	The City	HDR Writing Team	HDR Final QC
1. Project Description		Review & update	y	Provide data & new content; Review draft & approve final	Review & update	y
2. Merit Criteria	Safety	Update data & app	y		Data mining; Review & update	y
	Environmental Sustainability	Redefine & rewrite	y		Rewrite	y
	Quality of Life	Update data & app	y		Review & update	y
	Mobility and Community Connectivity		y			
	Economic Competitiveness and Opportunity		y			
	State of Good Repair		y			
	Partnership and Collaboration	Review & update	y		y	
	Innovation	Redefine & rewrite	y		Rewrite	y
3. Project Readiness	Technical Capacity Assessment	Review & update	y		Review & update	y
	Financial Completeness Assessment		y	Review & update	y	
Project Readiness	Schedule		y	Revise & weave in	y	

Document/Section	Section	Level of Effort	HDR Initial QC	The City	HDR Writing Team	HDR Final QC
4. Budget			y			y
5. Funding Commitment Documentation		Review & update	y	Provide data & new content; Review draft & approve final	n	y
6. Letters of Support		Sign on letter affirming importance of project - sign with list of org names, not actual signatures	n	Draft & complete	n	n
7. Document compilation			n	n	y	n
8. Grants.gov upload			n	y	n	n
9. Tech edit			n	y	n	n
10. DOT commitment letter			n	y	review strategy vis a vis project readiness	n

PART 2.0 OWNER'S RESPONSIBILITIES

Owner shall provide:

- 1) Financial documentation
- 2) Project information and data
- 3) Liaison staff
- 4) Technical editing
- 5) RAISE application certification and submission

PART 3.0 DELIVERABLES AND SCHEDULE

Deliverables are detailed in subtasks above.

HDR will perform this task between **January __, 2024** and the RAISE grant submission deadline of February 28, 2024. This task order will conclude after the application debrief, which is anticipated by November 30, 2024.

PART 4.0 PAYMENTS TO ENGINEER

Fee will be based on a not to exceed T&M contract price of **\$_____**.

This Task Order is executed this **__rd day of January, 2024**.

City of Homer
"OWNER"

By: Rob Dumouchel

Signature: _____
Title: City Manager

HDR Engineering, Inc.
"ENGINEER"

By: Matthew Stone, PE

Matthew Stone

Signature: _____
Title: Alaska Area Manager/Vice President

DRAFT

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Manager

4 **RESOLUTION 24-007**

5
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
7 AUTHORIZING A TASK ORDER TO HDR ENGINEERING IN AN
8 AMOUNT NOT TO EXCEED \$19,000 FOR GRANT WRITING SERVICES
9 FOR A FY2024 FEDERAL RAISE PLANNING GRANT TO SUPPORT
10 HOMER'S NON-MOTORIZED TRANSPORTATION
11 INFRASTRUCTURE AND AUTHORIZING THE CITY MANAGER TO
12 NEGOTIATE AND EXECUTE THE APPROPRIATE DOCUMENTS.
13

14 WHEREAS, City Council adopted Ordinance 22-39 appropriating funds for professional
15 and technical assistance in support of securing nationally competitive Federal IIJA funds; and
16

17 WHEREAS, In 2022, the City utilized the funds to contract with HDR to assist with a FY
18 2023 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) planning grant
19 application in the amount of \$1,500,000 to support Homer's non-motorized transportation
20 infrastructure; and
21

22 WHEREAS, The City's project, 'Realizing Equitable, Accessible Connectivity in Homer'
23 (or REACH), was named a Project of Merit, which means it was highly rated and submitted to
24 the Secretary of Transportations desk for consideration, but was ultimately not selected for
25 award; and
26

27 WHEREAS, In a debrief of the REACH submission with RAISE program officials, the City
28 of Homer was highly encouraged to submit again in the FY 2024 RAISE grant cycle; and
29

30 WHEREAS, The three-month application period for the FY 2024 RAISE Federal grant
31 program opened November 30, 2023; and
32

33 WHEREAS, If successful, the REACH project can advance Homer's Non-Motorized
34 Transportation infrastructure by funding much of the work required to federalize a project, and
35 also allow for the data collection and analysis and other predevelopment work required to
36 prepare a possible implementation grant application in a future RAISE grant cycle; and
37

38 WHEREAS, Homer's Non-Motorized Transportation infrastructure is a City Council
39 priority with considerable community support; and
40

41 WHEREAS, HDR has expertise with transportation infrastructure project planning and
42 developing Federal grant applications and assisted city staff with the FY23 RAISE grant
43 application and attended the application debrief; and
44

45 WHEREAS, Administration requested a proposal from HDR for FY2024 RAISE Planning
46 grant revision and resubmission support.
47

48 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska authorizes a
49 Task Order to HDR Engineering to assist the City with developing and writing a FY24 RAISE
50 Planning grant for Homer’s Non-motorized Transportation infrastructure for an amount not to
51 exceed \$19,000 and authorizes the City Manager to negotiate and execute the appropriate
52 documents.
53

54 PASSED AND ADOPTED by the Homer City Council on this 8th day of January, 2024.
55

56

57

CITY OF HOMER

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KEN CASTNER, MAYOR

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61

62 ATTEST:

63

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MELISSA JACOBSEN, MMC, CITY CLERK

65

66

67 Fiscal note: Ordinance 22-39

**MEMORANDUM**

Resolution 24-008, A Resolution of the City Council of Homer, Alaska Authorizing a Change Order in the Amount of \$25,000 to Kinney Engineering, LLC's Task Order No. 22-04 for the Heath Street Pavement Restoration Project 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: November 16, 2023
From: Janette Keiser, PE, Public Works Director/City Engineer
Through: Rob Dumouchel, City Manager

I. Issue:

The purpose of this Memorandum is to request authorization to issue a change order to Kinney Engineering's Task Order 22-04, relating to the Heath Street Pavement Reconstruction Project, for increased costs to design a specialized pedestrian crossing.

II. Background:

Resolution 22-073 authorized a Task Order to Kinney Engineering, LLC ("Kinney") to design the Heath Street Pavement Restoration Project. The scope of work was confined to the existing geometry of the road; that is, we did not contemplate changing the existing road grade or alignment. However, one day we participated in a walk-around with folks from the Independent Living Center ("ILC"). This walk took us from the ILF office on Pioneer Avenue through the Poopdeck Trail system to the sidewalk on Hazel Avenue, which ends at the intersection of Heath Street. The ILC folks opined that the intersection of Hazel Avenue with Heath Street is not only non-compliant with ADA requirements, it is dangerous for pedestrians because the sidewalk ends abruptly, vehicles speed around the smoothly curved corner from Heath Street onto Hazel Avenue, and there is no ramp that allows wheelchairs or strollers to safely cross Heath Street to the Post Office. We realized this important pedestrian crossing point needed to be remedied.

I worked with Kinney to research possible solutions. Engineering a solution was challenging because it is a mid-block crossing, which sits at one of the steeper portions of the road, and ties into an existing sidewalk on the east side of Heath Street. We needed to balance issues relating to visibility, slope, and

other geometrical constraints. We eventually settled on a design, which would make the following improvements:

- a. Provide an ADA-compliant “landing” for the Hazel Avenue sidewalk where it meets Heath Street. This will give pedestrians, wheelchairs and strollers a safe place to cross.
- b. Reduce the radius of the curve that flows south from Heath Street to Hazel Avenue. This will require drivers to reduce speed as they go around the curve.
- c. Install a painted mid-block crosswalk from the modified sidewalk on the east side of Heath Street. This will give pedestrians a safe space in which to cross the street and provide for ADA-compliant ramps from the sidewalks to the streets.
- d. Install a Rectangular Rapid Flashing Beacon (“RRFB”) at the crosswalk. This will increase the visibility of the crosswalk. One of the primary comments about crosswalks from motorists during the Transportation Outreach, was that the crosswalks needed to be more visible. The flasher on the beacon will be activated by a controller mounted at the beginning of the crosswalk on both sides of the street.

These improvements will be made at the time the Heath Street Pavement Reconstruction Project is constructed, hopefully within the next couple of years. They will substantially increase pedestrian safety at that location. Further, the engineering solutions developed for this intersection can be replicated at other locations. This is one reason a line item for “ADA Upgrades to Existing Sidewalks” was inserted into the Road Financial Plan, the HART Fund’s budget planning document.

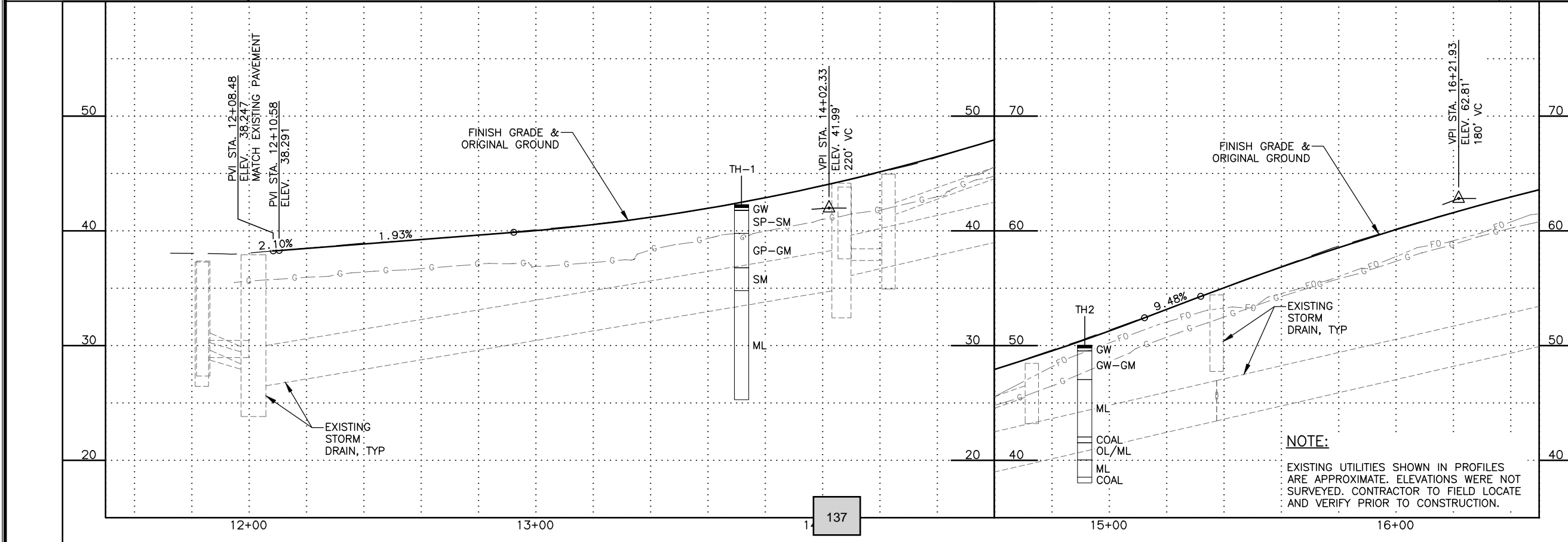
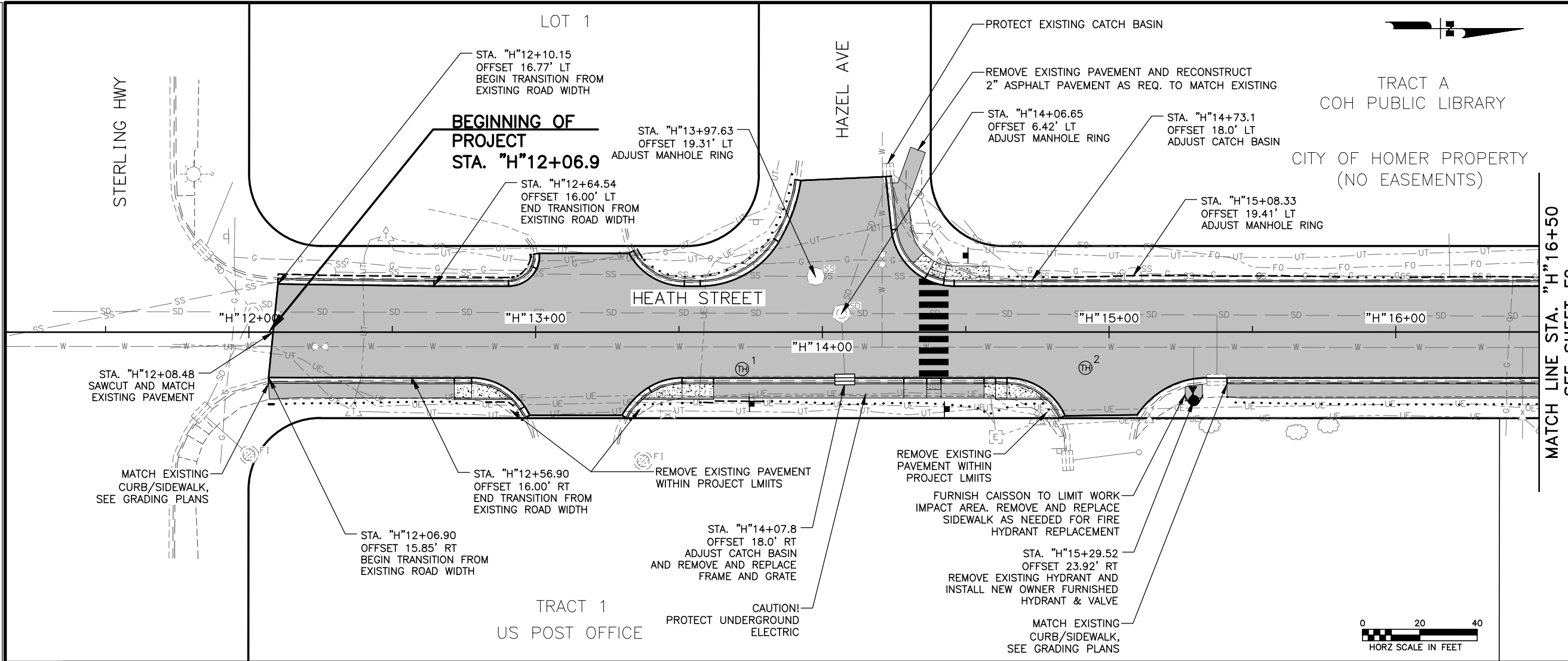
We also asked Kinney to do a closer inspection, including taking video camera images of the interior of the existing Heath Street storm drain. This was important because it helped us understand the condition of the storm drain and make a decision about whether it needed to be replaced.

Kinney’s itemized costs for this extra work, which is outside of the company’s original scope, is \$10,751.25 for the intersection/crosswalk modifications and \$5,430 for the storm drain inspection, for a total of \$16,181.25. We are asking for a small contingency to cover other unforeseen circumstances.

Ordinance 23-62 appropriated \$25,000 from the HART Roads Fund to complete the design of the Heath Street Pavement Restoration Project.

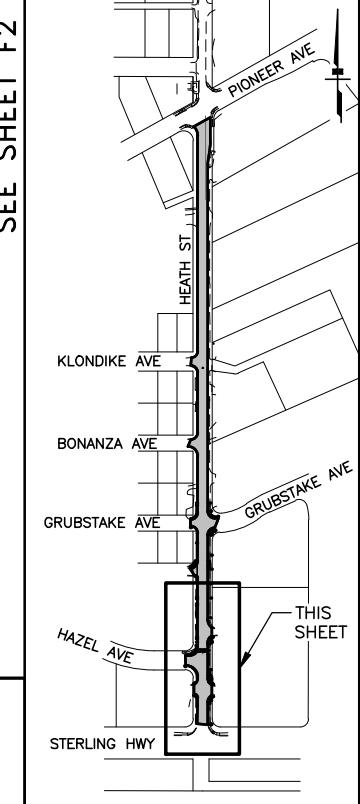
III. RECOMMENDATION: That the City Council authorize a change order to Kinney Engineering’s Task Order No. 22-04, related to the Heath Street Pavement Restoration Project, in the amount of \$25,000.

PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAFTED BY: BILL PADDOCK
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 LAYOUT: F1
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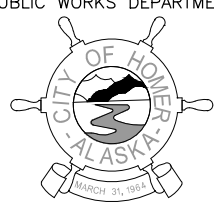


NOTE:
 EXISTING UTILITIES SHOWN IN PROFILES ARE APPROXIMATE. ELEVATIONS WERE NOT SURVEYED. CONTRACTOR TO FIELD LOCATE AND VERIFY PRIOR TO CONSTRUCTION.


SHEET NO.		TOTAL SHEETS	
F1		F4	
ADDENDUM NO.			
ATTACHMENT NO.			
REVISIONS			
NO.	DATE	DESCRIPTION	



PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT

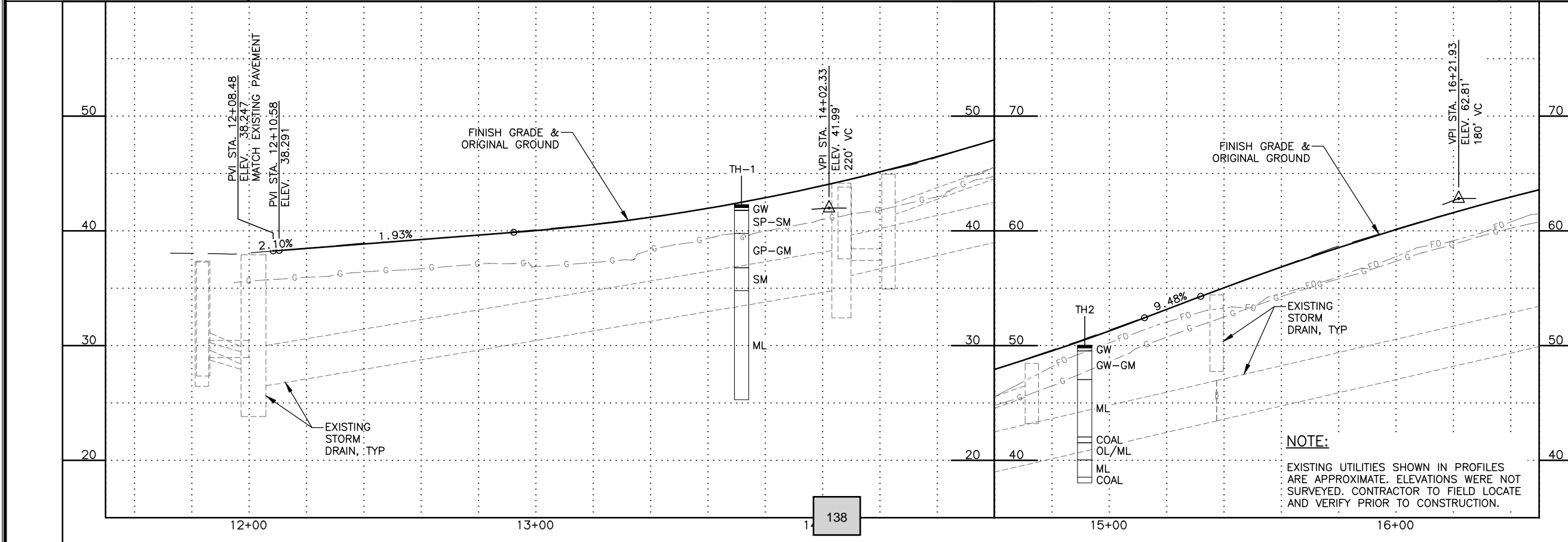
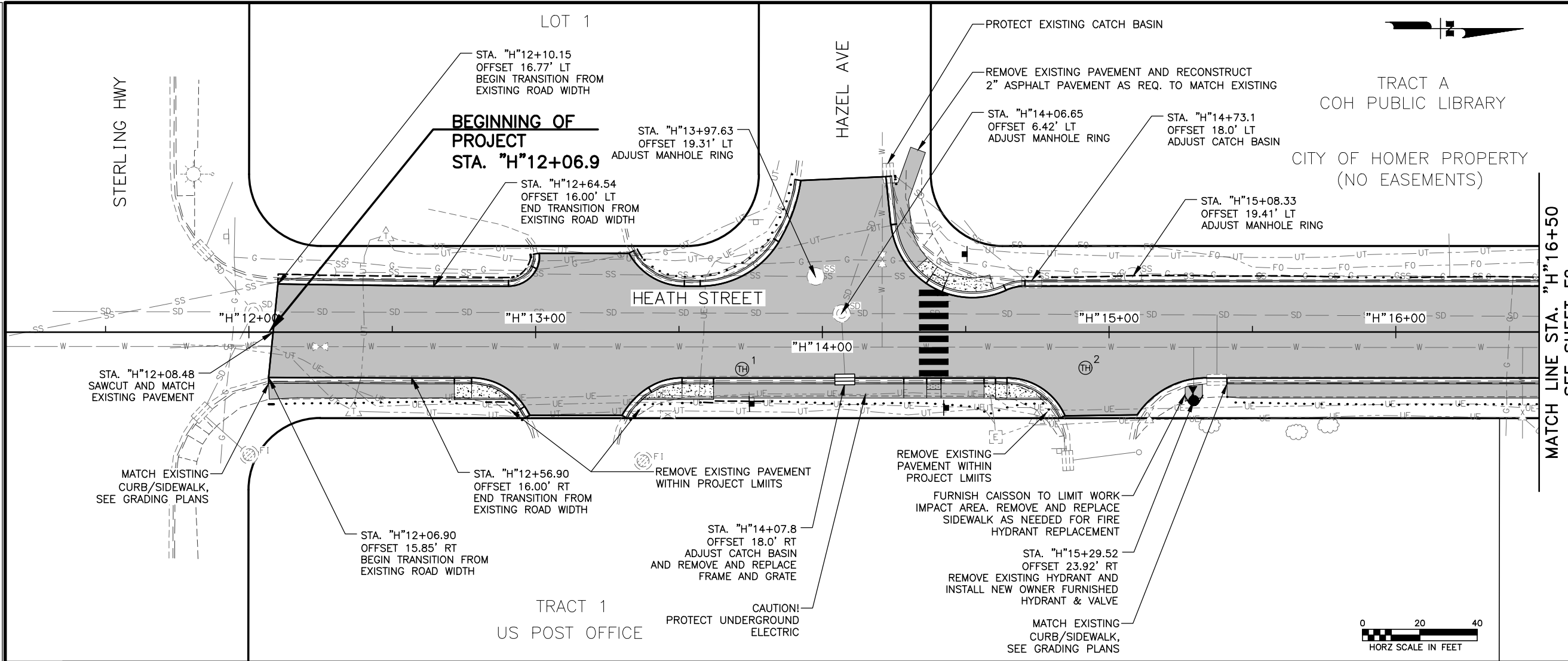


PHONE: (907) 235-3170
 FAX: (907) 235-3145



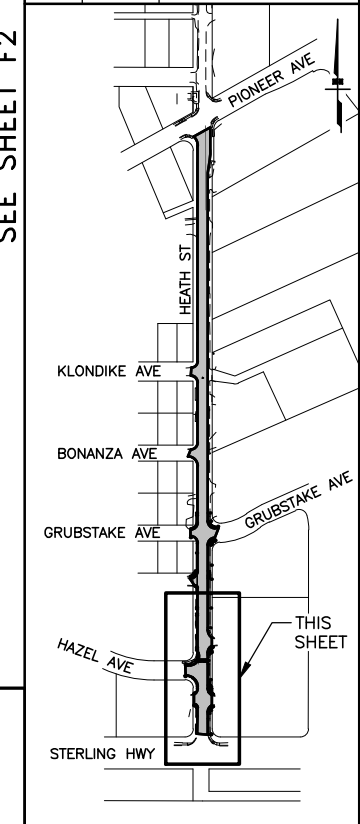
CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET
 HAZEL AVE CROSSING ALT 1
 PLAN AND PROFILE
 BOP TO
 STA. "H" 16+50

PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAFTED BY: BILL PADDOCK
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 LAYOUT: F1
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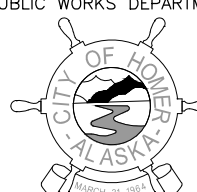


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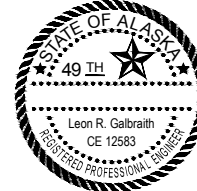
SHEET NO.		TOTAL SHEETS	
F1		F4	
ADDENDUM NO.			
ATTACHMENT NO.			
REVISIONS			
NO.	DATE	DESCRIPTION	



PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT



PHONE: (907) 235-3170
 FAX: (907) 235-3145



CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET
 HAZEL AVE CROSSING ALT 2
 PLAN AND PROFILE
 BOP TO
 STA. "H"16+50



Safety Benefits:

RRFBs can reduce crashes up to:

47%

for pedestrian crashes.⁴

RRFBs can increase motorist yielding rates up to:

98%

(varies by speed limit, number of lanes, crossing distance, and time of day).³



RRFBs used at a trail crossing.
Source: LJB

For more information on this and other FHWA Proven Safety Countermeasures, please visit

<https://highways.dot.gov/safety/proven-safety-countermeasures> and https://highways.dot.gov/sites/fhwa.dot.gov/files/2022-06/techSheet_RRFB_2018.pdf.

Rectangular Rapid Flashing Beacons (RRFB)

A marked crosswalk or pedestrian warning sign can improve safety for pedestrians crossing the road, but at times may not be sufficient for drivers to visibly locate crossing locations and yield to pedestrians. To enhance pedestrian conspicuity and increase driver awareness at uncontrolled, marked crosswalks, transportation agencies can install a pedestrian actuated Rectangular Rapid Flashing Beacon (RRFB) to accompany a pedestrian warning sign. RRFBs consist of two, rectangular-shaped yellow indications, each with a light-emitting diode (LED)-array-based light source.¹ RRFBs flash with an alternating high frequency when activated to enhance conspicuity of pedestrians at the crossing to drivers.

For more information on using RRFBs, see the Interim Approval in the *Manual on Uniform Traffic Control Devices (MUTCD)*.¹

Applications

The RRFB is applicable to many types of pedestrian crossings but is particularly effective at multilane crossings with speed limits less than 40 miles per hour.² Research suggests RRFBs can result in motorist yielding rates as high as 98 percent at marked crosswalks, but varies depending on the location, posted speed limit, pedestrian crossing distance, one- versus two-way road, and the number of travel lanes.³ RRFBs can also accompany school or trail crossing warning signs.

RRFBs are placed on both sides of a crosswalk below the pedestrian crossing sign and above the diagonal downward arrow plaque pointing at the crossing.¹ The flashing pattern can be activated with pushbuttons or passive (e.g., video or infrared) pedestrian detection, and should be unlit when not activated.

Considerations

Agencies should:²

- Install RRFBs in the median rather than the far-side of the roadway if there is a pedestrian refuge or other type of median.
- Use solar-power panels to eliminate the need for a power source.
- Reserve the use of RRFBs for locations with significant pedestrian safety issues, as over-use of RRFB treatments may diminish their effectiveness.

Agencies shall not:²

- Use RRFBs without the presence of a pedestrian, school or trail crossing warning sign.
- Use RRFBs for crosswalks across approaches controlled by YIELD signs, STOP signs, traffic control signals, or pedestrian hybrid beacons, except for the approach or egress from a roundabout.

¹ *MUTCD Interim Approval 21 - RRFBs at Crosswalks*.

² "Rectangular Rapid Flash Beacon" in PEDSAFE: Pedestrian Safety Guide and Countermeasure Selection System. FHWA, (2013).

³ Fitzpatrick et al. "Will You Stop for Me? Roadway Design and Traffic Control Device Influences on Drivers Yielding to Pedestrians in a Crosswalk with a Rectangular Rapid-Flashing Beacon." Report No. TTI-CTS-0010. Texas A&M Transportation Institute.

⁴ (CMF ID: 9024) NCHRP Report 841 Development of Crash Modification Factors for Uncontrolled Pedestrian Crossing Treatments, (2017).

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Manager
4 Public Works Director

5 **RESOLUTION 24-008**

6
7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
8 AUTHORIZING A CHANGE ORDER IN THE AMOUNT OF
9 \$25,000 TO KINNEY ENGINEERING, LLC’S TASK ORDER NO
10 22-04 AND AUTHORIZING THE CITY MANAGER TO
11 NEGOTIATE AND EXECUTE THE APPROPRIATE
12 DOCUMENTS.
13

14 WHEREAS, Resolution 22-073 authorized a Task Order to Kinney Engineering, LLC
15 (“Kinney”), in the amount of \$140,472, to design the Heath Street Pavement Restoration
16 Project, the scope of work for which was confined to the existing geometry of the road; that is,
17 we did not contemplate changing the existing road grade or alignment; and
18

19 WHEREAS, The Independent Living Center (“ILC”) opined, and demonstrated, that the
20 intersection of Hazel Avenue with Heath Street is not only non-compliant with ADA
21 requirements, it is dangerous for pedestrians because the sidewalk ends abruptly, vehicles
22 speed around the smoothly curved corner from Heath Street onto Hazel Avenue, and there is
23 no ramp that allows wheelchairs or strollers to safely cross Heath Street to the Post Office;
24 allowing us to conclude this important pedestrian crossing point needed to be remedied; and
25

26 WHEREAS, We worked with Kinney to engineer possible solutions, which were
27 challenging because it is a mid-block crossing, which sits at one of the steeper portions of the
28 road, and ties into an existing sidewalk on the east side of Heath Street, requiring us to
29 balance issues relating to visibility, slope, and other geometrical constraints; and
30

31 WHEREAS, We eventually settled on a design, which would make the following
32 improvements:
33

- 34 a. Provide an ADA-compliant “landing” for the Hazel Avenue sidewalk where it
35 meets Heath Street, which will give pedestrians, wheelchairs and strollers a
36 place a safe place to cross.
37 b. Reduce the radius of the curve that flows south from Heath Street to Hazel
38 Avenue, which will require drivers to reduce speed as they go around the curve.
39 c. Install a painted mid-block crosswalk from the modified sidewalk at the end of
40 Hazel Avenue, across Heath Street to the existing sidewalk on the east side of
41 Heath Street, which will give pedestrians a safe space in which to cross the street
42 and provide for ADA-compliant ramps from the sidewalks to the streets.
43 d. Install a Rectangular Rapid Flashing Beacon (“RRFB”) at the crosswalk, which
44 will increase the visibility of the crosswalk, where the flasher on the beacon will

45 be activated by a controller mounted at the beginning of the crosswalk on both
46 sides of the street; and
47

48 WHEREAS, These improvements will be made at the time the Heath Street Pavement
49 Reconstruction Project is constructed, hopefully within the next couple of years; and
50

51 WHEREAS, The engineering solutions developed for this intersection can be replicated
52 at other locations, which is why a line item for “ADA Upgrades to Existing Sidewalks” was
53 inserted into the Road Financial Plan, the HART Fund’s budget planning document; and
54

55 WHEREAS, We also asked Kinney to do a closer inspection, including taking video
56 camera images of the interior of the existing Heath Street storm drain, which was important to
57 help us understand the condition of the storm drain and make a decision about whether it
58 needed to be replaced; and
59

60 WHEREAS, Kinney’s itemized costs for this extra work, which is outside of the
61 company’s original scope, is \$10,751.25 for the intersection/crosswalk modifications and
62 \$5,430 for the storm drain inspection, for a total of \$16,181.25; and
63

64 WHEREAS, Ordinance 23-62 appropriated \$25,000 from the HART Road Fund to
65 complete the design of the Heath Street Pavement Restoration Project; and
66

67 WHEREAS, This allocation includes a small contingency to address other unforeseen
68 conditions that might arise; and
69

70 WHEREAS, Award of this change order is contingent on the adoption of Ordinance 23-
71 62.
72

73 NOW THEREFORE, The Homer City Council does hereby authorize issuance of a Change
74 Order in the amount of \$25,000 to Kinney Engineering’s Task Order No. 22-04 related to the
75 Heath Street Pavement Restoration Project.
76

77 PASSED AND ADOPTED by the Homer City Council this 8th day of January, 2024.
78

79 CITY OF HOMER
80

81 _____
82 KEN CASTNER, MAYOR
83

84 ATTEST:
85

86 _____
87 MELISSA JACOBSEN, MMC, CITY CLERK
88

89 Fiscal note: Ordinance 23-62 appropriated \$25,000 from HART Roads (160); \$25,000 remains.



MEMORANDUM

Resolution 24-009, A Resolution of the City Council of Homer, Alaska, Approving a Term Contract to Appaloosa Integrated Construction & Consulting Services, LLC (AICS) 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: December 26, 2023
From: Janette Keiser, PE, Public Works Director/City Engineer
Through: Rob Dumouchel, City Manager

I. Issue: The purpose of this Memorandum is to recommend the City issue a Term Contract to Appaloosa Integrated Construction & Consulting Services, LLC (“AICS”).

II. Background:

Several of the City’s grants with state or federal agencies require the City to use, or exercise good faith efforts to use, MWDBE businesses; that is, businesses owned by minorities, women or disadvantaged individuals. A Best Practice for identifying such businesses is to create a Bidder’s List by advertising a Request for Qualifications (“RFQ”) for such businesses and creating a roster of firms meeting one or more of the designations. In August 2023, we published a RFQ asking for Statements of Qualifications (SOQ) for services we would likely need for various projects. At that time, no local firms submitted their SOQ. However, a local woman-owned business enterprise (“WBE”) has emerged – AICS.

Danielle Stark, the principal of AICS, moved to Homer in 2019. She and her husband, Mike Stark, are well-versed in the construction industry. Danielle worked on residential and commercial architectural projects in multiple states. Mike, a former Bechtel employee, worked on heavy civil projects across the country and internationally, including public works infrastructure and marine projects. Mike’s expertise is construction management and project administration. I can see him helping with construction management of various upcoming projects, such as the Raw Water Transmission Line, the Bunnell Avenue Green Infrastructure Project and the Kachemak Sponge Green Infrastructure Project. All of these projects have federal grant funding and will require either the use of, or good faith efforts to use, MWDBEs. A term contract with AICS provides the opportunity for the City to issue task orders for specific work, as needs arise, and thus, satisfy that requirement.

III. RECOMMENDATION: That the City Council approve a Term Contract to AICS.

AICS

Appaloosa Integrated Construction & Consulting Services

STATEMENT OF QUALIFICATIONS

Summary

Homer based, Alaskan, 100% Woman Owned, Domestic & International Performing - Business, Construction, Design, Engineering, and Project/Program Management firm, with more than 110 years combined professional, public, private and government service experience among firm principals.

Expertise:

All phases of the planning, design, & construction of public works, commercial & industrial infrastructure:

- Project Management
 - Strategic Planning
 - Budgeting
 - Grant writing and administration
 - Public/private funding and execution
- Design and construction management, including:
 - Procurement processing
 - Contract administration
 - Project controls – managing project schedules, budgets & documents
- Quality Assurance/Quality Control planning & execution
- Operations and maintenance planning & documentation
- Building Inspection and Code Enforcement

AICS Principals have worked on the following Representative Projects

- Multiple remodel and new construction projects to plan/build custom single family residences, multi-family residences and light commercial facilities throughout CA, CO, WA, & AK – ranging in value from \$10,000 – \$3.5M
- Multiple projects to develop and manage custom ranch facilities, including managing & protecting water rights, livestock, crops, utilities, homes, outbuildings, landscaping, fencing, and access roads.
- Providing project management services for:

- The Weld County Centennial Center, Greeley, CO - \$12M
- McCarran International Airport, Nevada - \$800M
- San Francisco International Airport Expansion – **\$1.5B**
- Cha Bahar New Desalination Plant & Port Facility, Iran - \$100+M
- Dubai International Airport Expansion, UAE - \$100+M
- OK Tedi Ore Mining Facility, Papua New Guinea - \$800M
- Mason Street North (MSN) Mixed Use Development Complex, Fort Collins, CO - \$\$ millions

Principals

Danielle Stark

- Owned and operated a successful design & construction business in California & Colorado.
- Received numerous professional awards as a business owner.
- BS - Behavioral Sciences/Human Relations, Whitworth University, Spokane, WA.
- Fluent in English and French as well as conversant in Polish.

Mike Stark

- Has decades of experience providing professional design, engineering, construction and project/program management services for local and national government organizations as well as private industry clients, such as US Air Force, Hensel Phelps, Bechtel, UC Berkely, City of San Francisco, and Charles Schwab.
- Holds an AK Class A Commercial Driver’s License
- Certified in First Aid & CPR, Automobile Mechanics, Asbestos Safety, and Lead Safety.
- Has been a keynote speaker at Project Management Institute (PMI) annual conventions, developed and delivered business & project management training courses, substitute instructed at UC Berkeley, delivered key-note presentations to Schwab Information Technology Development Enterprise (SITE) staff, and is a professional mentor in Project/Program management.
- BS - Industrial and Construction Management, Colorado State University
- Served as United States Military, Special Ops Officer
- Fluent in French.

Hayley Henderson

- Has 20 years of experience in the design and construction industry
- Provided professional services for companies like Andersen, Marvin, Mazzera’s.
- BS - Marketing, University of Phoenix

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Manager
4 Public Works Director

5 **RESOLUTION 24-009**

6
7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
8 APPROVING A TERM CONTRACT TO APPALOOSA
9 INTEGRATED CONSTRUCTION & CONSULTING SERVICES,
10 LLC (AICS), AND AUTHORIZING THE CITY MANAGER TO
11 NEGOTIATE AND EXECUTE THE APPROPRIATE
12 DOCUMENTS.

13
14 WHEREAS, Several of the City’s grants with state or federal agencies require the City to
15 use, or exercise good faith efforts to use, businesses owned by minorities, women or
16 disadvantaged business enterprises (MWDDBE); and

17
18 WHEREAS, In August 2023, the City issued a Request for Statements of Qualifications
19 (SOQ) and at that time, no local firms submitted their SOQ, but a local woman-owned business
20 enterprise (“WBE”) has emerged - Appaloosa Integrated Construction & Consulting Services,
21 LLC (“AICS”); and

22
23 WHEREAS, The owners of AICS moved to Homer in 2019 and have experience with
24 construction management and project administration of commercial and heavy civil
25 construction projects; and

26
27 WHEREAS, A term contract with AICS provides the opportunity for the City to issue task
28 orders for specific work, as needs arise, which would supplement City staff with capable
29 project management expertise, satisfy MWDDBE grant requirements, and support a local
30 business.

31
32 NOW THEREFORE BE IT RESOLVED that the Homer City Council hereby approves the
33 issuance of a Term Contract to AICS and authorizes the City Manager to negotiate and execute
34 the appropriate documents.

35
36 PASSED AND ADOPTED by the Homer City Council this 8th day of January, 2024.

37
38 CITY OF HOMER

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40 _____
41 KEN CASTNER, MAYOR
42

43 ATTEST:

44

45 _____

46 MELISSA JACOBSEN, MMC, CITY CLERK

47

48 Fiscal note: N/A



MEMORANDUM

Resolution 24-010, A Resolution of the City Council of Homer, Alaska, Adopting An Alternative Allocation Method for the FY24 Shared Fisheries Business Tax Program and Certifying that this Allocation Method Fairly Represents the Distribution of Significant Effects of Fisheries Business Activity In FMA 14: Cook Inlet Area. City Manager/Port Director.

Item Type: Backup Memorandum
Prepared For: Mayor and City Council
Date: January 3, 2023
From: Bryan Hawkins, Port Director
Through: Rob Dumouchel, City Manager

The City of Homer receives revenue from the State of Alaska for fish tax collected by the State in two different ways. The Department of Revenue distributes “Raw Fish Tax” from licensed seafood processors, floating processors and seafood exporters to eligible municipalities. These funds, when received by the City of Homer, are allocated to Fish Dock Revenues.

The second way the City of Homer receives fish tax revenue is through the Alaska Department of Commerce, Community, and Economic Development (ADCCED). ADCCED receives 50% of the undistributed Raw Fish Tax from the Department of Revenue to distribute through a program known as the Shared Fisheries Business Tax Program. The purpose of this program is to provide for a sharing of state fish tax collected outside municipal boundaries with municipalities that have been affected by fishing industry activities. For the Cook Inlet Fisheries Management Area, of which the City of Homer is a part, there are ten communities that will receive a shared portion of that collected shared fish tax. The ten communities are the Municipality of Anchorage, Homer, Kachemak, Kenai, Kenai Peninsula Borough, Seldovia, Seward, Soldotna, Houston, and Palmer.

A Resolution from the Homer City Council is required annually to receive these funds. If any of the communities listed above do not apply by the deadline in March of 2023, then the funds will be reallocated to communities that did apply.

Recommendation:

Approval and adoption of Resolution 24-010

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Manager/
4 Port Director

5 **RESOLUTION 24-010**

6
7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
8 ADOPTING AN ALTERNATIVE ALLOCATION METHOD FOR THE FY24
9 SHARED FISHERIES BUSINESS TAX PROGRAM AND CERTIFYING
10 THAT THIS ALLOCATION METHOD FAIRLY REPRESENTS THE
11 DISTRIBUTION OF SIGNIFICANT EFFECTS OF FISHERIES
12 BUSINESS ACTIVITY IN FMA 14: COOK INLET AREA
13

14 WHEREAS, AS 29.60.450 requires that for a municipality to participate in the FY24
15 Shared Fisheries Business Tax Program, the municipality must demonstrate to the Department
16 of Commerce, Community, and Economic Development (DCCED) that the municipality
17 suffered significant effects during calendar year 2022 from fisheries business activities; and
18

19 WHEREAS, 3 AAC 134.060 provides for the allocation of available program funding to
20 eligible municipalities located within fisheries management areas specified by the DCCED; and
21

22 WHEREAS, 3 AAC 134.070 provides for the use, at the discretion of the DCCED, of
23 alternative methods which may be used within fisheries management areas if all eligible
24 municipalities within the area agree to use the method, and the method incorporates some
25 measure of the relative significant effect of fisheries business activity on the respective
26 municipalities in the area; and
27

28 WHEREAS, The Homer City Council proposes to use an alternative allocation method
29 for allocation of FY24 funding available within the FMA 14: COOK INLET AREA in agreement
30 with all municipalities in this area participating in the FY24 Shared Fisheries Business Tax
31 Program.
32

33 NOW THEREFORE BE IT RESOLVED THAT, The City Council of Homer, Alaska, by this
34 resolution certifies that the following alternative allocation method fairly represents the
35 distribution of significant effects during 2022 of fisheries business activity in FMA 14: COOK
36 INLET AREA:

- 37 • **All municipalities share equally 50% of allocation; all municipalities share**
38 **remaining 50% on a per capita basis.**
39

40 PASSED AND ADOPTED by the Homer City Council this 8th day of January, 2024.
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42

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CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

December Update from Councilmembers Hansen & Lord on the Harbor Expansion Project

With direction from the passage of Resolution 23-130, we have worked with staff to stay engaged on the Harbor expansion project through December.

- Met with Representative Vance and Senator Stevens. Staff forwarded the passed resolution, and we discussed the request for additional state matching funds and overall project support.
 - Rep. Vance was very supportive. She would like to help schedule a City presentation to the House Transportation Committee in February during the fly-in. She also encouraged soliciting letters of support from surrounding communities to help illustrate the larger, regional benefit of our harbor. She also thought it would be very valuable to illustrate the City's financial investment in the project (see the next bullet point on developing financial visualizations!).
 - Senator Stevens also expressed support, and noted that the second year of session can be a good year for capital project funding. He & staff asked about community support, and we shared the unanimous approval of Resolution 21-130, and the feeling that although we hit a bump in the road (and that ruffled some feathers), we are committed to seeing the General Investigation through. They encouraged as much demonstration of community/regional support as possible. The Senator suggested that our GI match ask would be high on his list of priorities for the capital budget, and he encouraged us to make sure and visit Juneau to lobby in person for project support.
- Reviewed and provided feedback to staff on ways to visualize project budget and expenditures for Council/Commission/legislators/public. Staff are working on finalizing this to be ready for our January meeting. The goal will be to show in easy to understand graphics: the funding sources and where they are flowing to (overall project budget/work-in-kind, owner's representative contract), the breakdown of project deliverables within those areas, and then a budget to actual similarly broken down.
- Connected with Assembly member Kelly Cooper and provided a draft resolution (thanks to Jenny for drafting!) for the Borough Assembly to take up at their first meeting in January, supporting the continuation of the GI and supporting a request for additional match funds from the State.
- Connected with the City lobbyists to get information for Council to consider on the possibility of a federal lobbyist. Jenny is including it in the staff update, but we were told that the Corps included \$800,000 in their work plan budget for FY25, which is great news! But that funding will need to hold through the Congressional budget process. It may also be beneficial to have a federal presence for increasing our odds for future federal granting for local services build-out if we do come out with a favorable cost benefit for the harbor expansion, and to be well positioned to secure Corps funding for the next phases - again, if the GI is favorable at the end. From Christine & Reggie, it sounds like federal lobbyists would be minimum \$60,000, more likely six figures. We're not sure this is a great use of City funds at this point, but will likely be something we

should keep in mind in the future if there is a green light from the GI. We also talked with C&R about the importance of in-person lobbying in Juneau for additional state match as well as ongoing state support for the project. The AML winter conference is 2/20-22/2024, and staff should be requesting interest from Council on attending ASAP so that C&R can start making appointments with various legislators knowing who will be there.

- Reviewed the communications plan from HDR with staff. We provided one point of feedback (to remove lists of specific entities/organizations), and the communications plan should be included in the packet as an informational item for our first meeting in January.

For our January meeting, we plan to bring forward the Ordinance to set aside Port Reserves to meet the additional \$288k match requirement as laid out in Reso 23-130. We also look forward to reviewing with the Council some financial/budget visualizations from staff.

Sister City Council Champions Report

January 8, 2024

From Caroline & Rachel

On Tuesday, January 2nd we met with Dave, Rob, and Lori to discuss the status of Sister City celebration planning efforts by the ad-hoc Sister City Committee. This group is made up of around a dozen interested community members who have been meeting regularly (including within four 'subcommittees') to chart a plan for our 2024 Sister City Celebrations.

We asked several questions and are anticipating bringing forward an ordinance for introduction at our January 22nd meeting for additional funding in the amount of \$20,000 for Sister City activities in 2024. These funds will be requested from either the General Fund CARMA account or the GF Fund Balance.

Dave can provide further details on the proposed programming at our January 22nd meeting, but we wanted to take a minute to provide the Council with an update, and ask for any questions or feedback you might have in advance of an ordinance.

Estimated Sister City Celebration Expenses	
Hosting Teshio Delegation (Q3)	\$10,750
Pratt Museum Exhibit (May-Sept)	\$13,000
Cultural & Educational Programming	\$7,500
<i>Total Estimated Expenses</i>	<i>\$31,250</i>
Current and Future Funding	
Current City Funding	\$4,500
<i>Proposed Additional Funding Ordinance</i>	<i>\$20,000</i>
Private Donations, <i>estimated</i>	<i>\$4,000</i>
Grants, <i>estimated</i>	<i>\$6,000</i>
<i>Total Estimated Funding</i>	<i>\$34,500</i>

We also wanted to get any feedback from the Council & the Mayor on interest in a delegation trip to Teshio from Homer. We assume that this would be at the expense of individuals traveling (pay your own way), and would also need to be welcomed and invited by those in Teshio. The Sister City Committee has not looked into this yet. We asked Dave to get some information from Seward and Ketchikan, as both City's have sent delegations to their respective Sister Cities in recent years.



Memorandum

TO: Mayor Castner and Homer City Council

FROM: Council Member Davis

DATE: December 8, 2023

SUBJECT: Attendance Report for 2023 Alaska Municipal League Winter Conference

Wednesday and Thursday, December 6 and 7, 2023 I joined Mayor Castner, and three other councilmembers at the Alaska Municipal League (AML)'s Winter Conference in Anchorage.

From my perspective, the highlight of the conference was a break-out session held at 8:45 am on Thursday on the topic of "Local Government Action on Housing." The session was moderated by John Whiddon of Kodiak, and included panelists from Juneau (Katie Koester), Anchorage (Felix Rivera), Palmer (John Moosey), Ketchikan (Peter Amylon) and Wrangell (Mason Villarma).

The session was well attended by delegations from around the state, and many of the things that other municipalities are considering, or already doing, seemed like they could have applicability here in Homer. Here are some highlights:

- Revamp zoning regs to allow smaller houses on smaller lots as an approved use (no CUP) (Palmer) Zoning must be specific to you – don't require 60' rights of way for new streets if that doesn't make sense in your community.
- Encourage Accessory Dwelling Units (ADU) on existing lots without a CUP. If you give people the sense that something can only be done on an "exceptional" basis, with a CUP, they won't do it. (Juneau)
- Try to think about the availability of affordable housing as basic infrastructure that the city spends resources to actively encourage, similar to how it provides clean water, sewage treatment and well-repaired roads clear of snow (Juneau).
- Meet with developers to find out what is holding them back from developing affordable housing in areas where greater density is desired, and work to fix the problem.
- Requiring developers to provide streets and utilities can create a situation where only expensive single-family homes will "pencil out." The city should consider providing this infrastructure in areas where denser, more affordable housing is desired, and then selling lots to developers willing to commit to building such housing. The infrastructure is expensive, but building it first can allow smaller developers to participate, and allow all developers to provide more affordable units.
- Consider taking vacant, city-owned parcels, defining the type of more affordable housing that is desired there (e.g. smaller apartments or condos, or tiny homes) and auctioning them off well below market value to developers willing

to commit to build the desired housing there within three years. To help sell this unorthodox approach, focus on the long term: a lot that sits vacant for another 40 years generates no revenue; a well-developed lot that is disposed of even at below market value, will “pay” for its disposal in the years to come, by generating revenue for the city. (Palmer)

- Take advantage of the Dunleavy administration’s desire to move state lands to municipal ownership in exchange for development commitments (talk to DNR).
- Stop mandating large amounts of off-street parking; let developers decide (Anchorage)
- Require 30% of hospital revenues to go to a fund to seed affordable housing (e.g. by offering lower-interest loans, or loan guarantees, for the final 20% of a project in exchange for guarantees that affordable units will be included)
- Consider using a “stick” approach to get existing housing onto the market, by imposing a higher tax rate for properties that are vacant for all or most of the year.



Memorandum

TO: Mayor Castner and Homer City Council

FROM: Council Member Aderhold

DATE: December 21, 2023

SUBJECT: Attendance Report for 2023 Alaska Municipal League Winter Conference

Thank you for the opportunity to attend the Alaska Municipal League (AML) conference December 6-8, 2023. AML is a great opportunity to learn the latest information related to municipal governance and connect with elected officials from communities around Alaska.

AML Takeaways

I attended breakout sessions on preparing for and mitigating environmental impacts, cities of opportunity and social determinants of health, strengthening coastal resilience, new energy – deploying federal investments, economic impact of inflation and demographic change, and National League of Cities 101. I also attended the AML business meeting on Friday morning and voted for resolutions and the slate of the AML board of directors on behalf of Homer.

Some of my key takeaways from the meeting including the following:

- Homer's Mobilizing for Action through Planning and Partnerships (MAPP) regularly assesses the social determinants of health within the southern Kenai Peninsula, and we have the opportunity to incorporate these measures into development of our upcoming comprehensive plan and consider how we think about community health factors as we craft city code.
- Homer's all hazard mitigation plan that was recently updated sets up the city to be able to receive various federal disaster funds if a disaster were to happen in our community. Numerous communities across Alaska have experienced disasters (glacial dam releases, landslides, storm surge flooding, etc.) that we need to be cognizant of. In particular, Federal Emergency Management Agency (FEMA) funding may require that we have identified projects in our all hazard mitigation plan and that they are in our capital improvement plan.
- Quite a bit of federal funding coming to Alaska is geared towards rural communities off the road system. This makes a lot of sense because there is so much need in communities off the road system. However, it leaves me wondering about the opportunities for Homer and the needs we have.
- Numerous state and federal agencies/organizations have coastal and marine data that may be relevant to Homer that we should be aware of: Alaska Geospatial Office and Geospatial Council, Alaska Ocean Observing System (AOOS), and National Oceanographic and Atmospheric Administration (NOAA) Office for Coastal Management. The coastal discussions made me wonder what the current sea level predictions are for Homer. Maybe it's time to ask the Kachemak Bay Research Reserve to evaluate this again as their last assessment was ~15 years ago.

- There is a lot of federal funding coming to Alaska for energy projects, including renewable energy, grid resilience, building out electric vehicle infrastructure, and grants for homes and businesses, but very little of that funding seems targeted for a municipality such as Homer.
- Energy-wise, there were a couple themes I found interesting and somewhat head-scratching:
 - There seems to be a push towards electrification, I suppose on the premise that electricity sources will be moving towards renewable sources, maybe? Where does that leave Homer with our electricity source still dependent on natural gas and a recently constructed natural gas pipeline that our community has spent considerable funds towards construction, hook-up, and appliance conversion?
 - The US Forest Service is also pushing for the conversion from natural gas to wood heat sources, which seemed a bit contradictory to me, converting from one limited resource to another, both of which contribute to greenhouse gas emissions, and wood heat has more issues with air quality, but what do I know?
- Most of Alaska Housing Finance Corporation's (AHFC's) programs are for private homes, but one program could be beneficial to the city: the Framework for Responsive Code Development which is intended to help communities with building and energy codes; there is funding available.
- The bottom line of the economic session is that the economy is good, but the vibes are bad. Prices have increased but salaries have increased ahead of prices, especially for middle and lower wage workers, but the US hasn't experienced inflation like this since the 1970s and early 1980s so it's foreign to most people. In the labor market, there are currently 2 jobs for every worker looking for a job and the labor force is declining as the population ages; Alaska is losing its prime age workforce because they are leaving the state.



Memorandum

TO: Mayor Castner and Homer City Council

FROM: Council Member Erickson

DATE: January 2, 2024

SUBJECT: Attendance Report for 2023 Alaska Municipal League Winter Conference

It is always interesting to go to the December AML conference. It is a good place to see how optimistic or pessimistic our local governments are.

When the huge Transportation Bill came out and all the funding that could possibly make it into our cities via the grants, was an infusion of excitement that we were going to be able to get money for critical projects and I think we were under the impression that money was quickly going to come to those who were prepared. The reality of the Transportation Bill has hit.

FEMA mitigation funding- the take away from this session was that we need to have a multi-jurisdictional mitigation plan strategy in place (Homer, Kachemak City, KPB). Basically FEMA incidents go into a very large pool.. We need to be prepared no matter whether there is FEMA money or not.

Implementing Asset Management – “Asset Management is an integrated approach involving all organization departments, to effectively manage existing and new assets and deliver services to customers. The intent is to better connect what we are already doing and filling in the gaps. When we apply for grants the Assets “items that helps us add value to an organization” are items such as green infrastructure which includes, our natural assets (wetlands, forest, parks, lakes etc), enhanced assets (rain gardens, bioswales, urban trees and park, stormwater pond etc) and engineered assets (permeable pavement, green roofs, rain barrels green walls, cisterns etc). We need to make sure we have that value listed.

Asset Management core Organizational Elements: People & Leadership, Policy and Governance, Planning and Decision-making, Data & Information, Asset management Practice and Life Cycle Delivery.

I enjoyed the crossover between government and private as these principles are good for both to be more productive and work together.

Coastal Marine – Long Range: Tustumena project is moving forward. They are putting an extra engine in the replacement to keep the boat moving when there are issues. They are looking at standardizing for reliability.



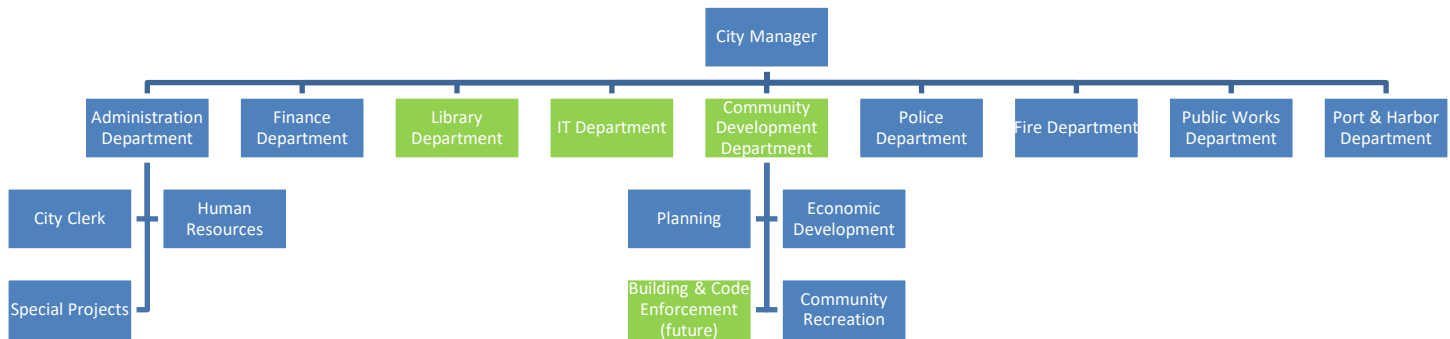
MEMORANDUM

Ordinance 23-49, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Title 2, Chapters 2.32 Departments and Board, 2.44 Department of Administration, 2.48 Public Library, and Enacting Chapters 2.46 Department of Information Technology and 2.57 Department of Community Development. City Manager.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: 18 July 2023
From: Rob Dumouchel, City Manager

Since arriving in Homer, I have been looking for opportunities to modify the organization in ways that would better integrate teams, better carry out the will of the Council, provide a more transparent view of City operations, and increase the organization's effectiveness at providing services to the City's residents, businesses, and visitors. Over the last three years I have observed how my staff interacts with each other, how our systems work (or don't work) well with each other, and the gaps between where we are as a City right now and where we're aspiring to be as we go through a phase of growth and transformation as a community. I previewed the general vision back in March 2022 at the Council Visioning work sessions, and I have been piloting the proposed changes in the meantime. There have been some changes over time as I tested out the different combinations of divisions and departments. This memo provides a high level overview of the multiple actions that I am proposing which will require Council approval due to their impact on Homer City Code.

As to why I'm bringing an employee organization issue to the Council, it's because a change in code is required to officially create a department. As City Manager I can hire/fire, move employees from one department to another, and create any number of different reporting hierarchies between employees. What I cannot do without Council is officially create a department, and all of our departments (Administration, Finance, Police, Volunteer Fire, Port & Harbor, and Public Works) are defined in Homer City Code. Regarding the creation of any other departments, at this time, I don't believe that any other present division(s) are ripe for elevation to department status. Therefore, I am bringing forward three departmental proposals: IT, Library, and Community Development.



1 - Proposed organizational structure – green denotes new department or proposed future division

Move #1: Creation of a Library Department and an IT Department

In early 2021, I combined the Library and IT Divisions under the leadership of the Library Director. This has been a very successful experiment. Originally I wanted to spin these Divisions out of the Administration Department and keep them together as a new department. That proposal created some controversy and resistance from the Library Advisory Board. In the time since it was introduced, we’ve had some significant changes in personnel and culture within the IT Division. At this time I am much more comfortable creating standalone departments for each Division. From a management perspective, I’m still going to keep these Departments closely aligned because of the benefits that can be generated when they work with each other.

Move #2: Creation of a Community Development Department

I believe that Homer is poised for significant growth, development, and redevelopment that will have impacts on daily life in Homer, and we need a future-focused department that can take on the challenges this transformative change will have on the community together.

Creating a Community Development Department will bring together planning, economic development, building & code enforcement, and community recreation under one director. This will help focus development in Homer, while also ensuring quality of life programming is integrated into our community’s growth. In anticipation of creating a Community Development Department, I created an Economic Development Division and designated an Economic Development Manager in March 2022. That move has been successful and well received by Council, staff, the Economic Development Commission, and external stakeholders. Some elements housed in the Parks Division related to tasks like park & trail planning, beautification, invasive species mitigation, and volunteer coordination have also transferred into Economic Development. We are beginning to lay the groundwork for the creation of a Building & Code Enforcement Division. The special projects team submitted a grant applications to support the adoption and implementation of a building code within the City and it has been selected for further review by FEMA. Community Recreation will benefit from having a dedicated director and additional staff support from the other divisions within Community Development.

Future consideration: Merge the Finance Department into Administration

The integration of Finance into an Administration Department is a common arrangement in cities across the country that have Administrative Services departments. I've been piloting a framework in which Administration and Finance are much more integrated. It has been successful in some ways and faced challenges in others. I want to continue to dial in that concept before I consider bringing an ordinance to Council that would merge the departments.

Fiscal Considerations: The re-organization plan, as proposed, is expected to create very little direct financial impact. The Human Resources Division, with help from the Finance Department, analyzed the changes and expects that we'll see an impact of approximately \$3500 per year between FY24 and FY25. Where the re-organization has more of a financial benefit is in that it makes each department's budget and spending more transparent while also giving the new department heads increased purchasing authority under the procurement manual which streamlines operations.

Staff Recommendation: Introduce/adopt ordinance creating Library, IT, and Community Development Departments.



AGENDA ITEM REPORT

Ordinance 23-49 Amending Title 2, Chapters 2.32 Departments and Boards, 2.44 Department of Administration, 2.48 Public Library, and Enacting Chapters 2.46 Department of Technology and 2.57 Department of Community Development. City Manager.

Item Type: Informational
Prepared For: Mayor Castner and Homer City Council
Meeting Date: 16 August 2023
Staff Contact: Dave Berry, Library Director
Through: Robert Dumouchel, City Manager

Summary Statement:

The Library Advisory Board reviewed and discussed Ordinance 23-49 at their regular meeting on August 15, 2023. They approved a motion expressing support for the creation of a Library Department unanimously.

Excerpt of Approved Minutes for August 15, 2023:

B. *Creation of a Library Department*

Memorandum LAB 23-011 from Library Director as backup

Chair Finn introduced the item and deferred to Library Director Berry.

Library Director Berry reviewed his memorandum and provided a synopsis of the actions taken at Council level noting there has been no opposition to creating a standalone IT or Library Department. There has been some discussion and questions regarding the Community Development Department. He was asking for a motion of support from the Board to create the Library Department. City Council introduced the ordinance and then postponed until September 25, 2023, there will be a worksession and all the chairs for the advisory bodies will be invited to participate in the discussion.

FAIR/CARSSOW MOVED THE LIBRARY ADVISORY BOARD SUPPORTS THE CREATION OF A STAND ALONE LIBRARY DEPARTMENT FOR THE CITY OF HOMER.

Discussion on the previous sentiment and opposition in the beginning of the Library Director taking on IT and hearing this is great news. Question was posed why the ordinance does not reflect the Library Department when all other departments are titled, such as Department of Information Technology, etc. The Board was informed of the previous historical actions of Council that changed the library from a department.

Boardmember Kuszmaul expressed that she would like it clarified as the Public Library throughout the ordinance since there are a number of different types of Libraries.

Library Director Berry responded that Public may be easy enough to amend, but does not recommend tinkering with the remaining document since there are so many details. He agreed that there is textual cleanup to remove contraindications required.

Boardmembers noted that while Library Department was not listed under the main listing Public Library was shown and then Library department was under the subheading 2.48.050

VOTE: YES. CARSSOW, BAILY, KUSZMAUL, FAIR, FINN

Motion carried.

Recommendation:

Approve Ordinance 23-49.

From: [Frank Griswold](#)
To: [Melissa Jacobsen](#)
Cc: [Renee Krause](#)
Subject: Proposed Ordinance 23-49
Date: Monday, October 9, 2023 10:20:27 AM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear City Council and Mayor,

Proposed Ordinance 23-49 states: “The Department of Community Development is created which shall be headed by the Director of Community Development. The Director shall be appointed by the City Manager for an indefinite term and shall be removable by the City Manager. Within this Department will be the City Planner and such other personnel as may be necessary to provide services such as city-wide planning; zoning and platting; etc.” This contemplates that the City of Homer would have both a City Planner and a Director of Community Development. One competent individual with the proper qualifications should be able to fulfill the duties of these two positions, especially since the City of Homer does not have planning or platting authority. The City of Homer has been delegated **zoning** powers by the Kenai Peninsula Borough but the city has never requested or been delegated planning powers or platting powers and therefore can only act in an advisory capacity regarding such matters. KPB 21.01.010(B) provides that the Borough Planning Commission shall exercise jurisdiction within the municipal districts, including the City of Homer, regarding planning and platting. KPB 21.01.020(A) states in relevant part as follows: "If a city by resolution of the council requests the assembly to delegate the power to provide zoning, planning, and platting regulation within the city, the assembly shall delegate the power. A city to which the authority is delegated may exercise all powers within the city to the extent that such powers have been granted to the borough by statute, except those powers reserved to the borough by Section 21.01.010." KPB 21.01.020(B) states: "A city that has been delegated any powers pursuant to subsection A of this section shall provide for an appeal from an administrative decision made in the enforcement, administration, or application of a regulation adopted pursuant to the delegated power." At line 70 the proposed ordinance states: “Each department shall be headed by the City Manager until such time as the City Manager shall approve the appointment of a “director” who shall then head the designated department. The director shall be appointed by and be responsible to the City Manager.” It makes no sense for the City Manager to approve his own appointments. The City

Council should retain the right to approve the City Manager's appointments of directors. The City Council should also retain the right to terminate those appointments for cause.

Frank Griswold

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Manager

4 **ORDINANCE 23-49**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
7 AMENDING HOMER CITY CODE TITLE 2, CHAPTERS 2.32
8 DEPARTMENTS AND BOARDS, 2.44 DEPARTMENT OF
9 ADMINISTRATION, 2.48 PUBLIC LIBRARY, AND ENACTING
10 CHAPTERS 2.46 DEPARTMENT OF INFORMATION TECHNOLOGY
11 AND 2.57 DEPARTMENT OF COMMUNITY DEVELOPMENT.
12

13 WHEREAS, The City's organizational design changes over time to meet the needs of the
14 Council, the organization, and the administration; and
15

16 WHEREAS, The City Manager has identified a series of modifications to the current
17 organizational design which would result in the creation of a Department of Information
18 Technology, a Department of the Library, and a Department of Community Development.
19

20 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
21

22 Section 1. Homer City Code Title 2 is hereby amended to read as follows:
23

24 Title 2
25 ADMINISTRATION AND PERSONNEL

26 Chapters:

27 2.04 City Manager

28 2.08 Mayor and Council

29 2.12 City Clerk

30 2.16 City Attorney

31 2.20 City Treasurer

32 2.24 Health Officer

33 2.28 Public Officials and Employees

34 2.32 Departments and Boards

35 2.36 Department of Finance

36 2.40 Department of Port and Harbor

37 2.44 Department of Administration

38 **2.46 Department of Information Technology**

39 2.48 Public Library

40 2.52 Police Department

41 2.53 Fire Department

42 2.56 Department of Public Works

43 **2.57 Department of Community Development**

[**Underlined added.** Deleted language stricken through]

- 44 2.58 Boards and Commissions
- 45 2.60 Parks, Art, Recreation, and Culture Advisory Commission
- 46 2.64 Port and Harbor Advisory Commission
- 47 2.68 *Repealed*
- 48 2.70 Americans with Disabilities Act Advisory Board
- 49 2.72 Planning Commission
- 50 2.76 Economic Development Advisory Commission
- 51 2.78 *Repealed*
- 52 2.80 *Repealed*
- 53 2.84 Public Release of Record
- 54 2.92 Public Records Management
- 55 2.96 *Repealed*

56
57 Section 2. Homer City Code Chapter 2.32 Departments and Boards is hereby amended
58 to read as follows:

59
60 Chapter 2.32
61 DEPARTMENTS AND BOARDS¹

62 Sections:

- 63 2.32.010 Departments – Directors.
- 64 2.32.020 *Repealed.*
- 65 2.32.030 Designation and function of departments.
- 66 2.32.040 Departmental administrative fee schedule.
- 67 Prior legislation: Ords. 1-100.4 and 73-8.

68
69 2.32.010 Departments – Directors.
70 There shall be principal subdivisions of the City government known as departments. Each
71 department shall be headed by the City Manager until such time as the ~~Council~~ **City Manager**
72 shall approve the appointment of a “director” who shall then head the designated department.
73 The director shall be appointed by and be responsible to the City Manager. These departments
74 are the functional units under which all matters of an administrative, organizational or
75 utilitarian nature shall fall and shall be all-inclusive of every City function as defined in this
76 chapter. Each department may be further subdivided into divisions for operational purposes.
77 [Code 1967 § 3-400.1; Code 1981 § 1.40.010].

78
79 2.32.020 Boards and commissions.
80 *Repealed by Ord. 18-38(S). [Ord. 92-30(S)(A), 1992. Code 1967 § 3-400.2; Code 1981 § 1.40.020].*

81
82 2.32.030 Designation and function of departments.
83 The City departments are designated in this section and their functions set forth:

Chapter 2.36 Department of Finance
HCC

[Bold and underlined added. Deleted language stricken through]

Chapter 2.40 HCC	Department of Port and Harbor
Chapter 2.44 HCC	Department of Administration
<u>Chapter 2.46 HCC</u>	<u>Department of Information Technology</u>
Chapter 2.52 HCC	Police Department
Chapter 2.53 HCC	Fire Department
Chapter 2.56 HCC	Department of Public Works
<u>Chapter 2.57 HCC</u>	<u>Department of Community Development</u>

84
85 [Amended by City in August 2017; Ord. 91-7 § 2, 1991; Ord. 85-35 § 2, 1985. Code 1981 §
86 1.40.030].

87
88 2.32.040 Departmental administrative fee schedule.
89 Unless established by ordinance or resolution of the City Council, the director of each
90 department of the City shall have the authority, subject to the approval of the City Manager
91 and ratification by the City Council, to promulgate and maintain an administrative fee
92 schedule for services provided by that department. Fees for identical services shall be uniform
93 throughout all departments. A current copy of the departmental administrative fee schedule
94 shall be available for inspection by any person at the front reception area of the department
95 and at the office of the City Clerk. Unless otherwise provided by ordinance or resolution, all
96 fees collected under this schedule shall be forwarded to the Finance Department for deposit
97 into the general fund. [Ord. 92-07(S)(A), 1992. Code 1981 § 1.40.040].

98
99 ¹ For Alaska Statute provisions authorizing municipalities to establish and prescribe the
100 functions of departments, officers and agencies, see AS 29.35.010.

101
102 Section 3. Homer City Code Chapter 2.44 Department of Administration is hereby
103 amended to read as follows:

104
105 The Department of Administration is created which shall be headed by the City Manager or his
106 designee. Within this Department will be the City Clerk and such other personnel as may be
107 necessary to provide such services as personnel administration; ~~City-wide planning; zoning~~
108 ~~and platting; permitting and inspection; services such as parks, recreation, Community~~

[Bold and underlined added. Deleted language stricken through]

109 ~~Recreation Program, and library programs;~~ administration of the Homer Advisory Planning
110 Commission, the Homer Advisory Parks, ~~Art, and Recreation,~~ **& Culture Advisory** Commission,
111 the City of Homer Port and Harbor Advisory Commission, **Americans With Disabilities Act**
112 **(ADA) Advisory Board** and the Library Advisory Board; major capital projects administration;
113 ~~economic development~~ and City enhancement programs and such other services or programs
114 as designated by the City Manager or requested by the City Council. The Department may be
115 subdivided into divisions with their own supervisors as deemed necessary. [Ord. 10-16 § 1,
116 2010; Ord. 85-35 § 4, 1985. Code 1981 § 1.43.010].

117
118 Section 4. Homer City Code Chapter 2.46 Department of Information Technology is
119 hereby enacted to read as follows:

120
121 **Chapter 2.46**
122 **DEPARTMENT OF INFORMATION TECHNOLOGY**
123

124 **2.46.010 Department of Information Technology.**

125 **The Department of Information Technology is created which shall be headed by the**
126 **Director of Information Technology, also known as the Chief Technical Officer of the City.**
127 **The Director shall be appointed by the City Manager for an indefinite term and shall be**
128 **removable by the City Manager. The Department may be subdivided into divisions with**
129 **their own supervisors as deemed necessary.**

130
131 Section 5. Homer City Code Chapter 2.48 Public Library is hereby amended to read as
132 follows:

133
134 Chapter 2.48

135 PUBLIC LIBRARY¹

136 Sections:

137 **2.48.005 Department of the Library**

138 2.48.010 Library functions.

139 2.48.020 Library Director – Appointment.

140 2.48.030 Library Director – Duties.

141 2.48.040 Board – Creation and membership.

142 2.48.050 Library Advisory Board – Powers and duties.

143 2.48.060 Library Advisory Board – Vacancies.

144 2.48.070 Use of library.

145
146 **2.48.005 Department of the Library.**

147 **The Department of the Library is created which shall be headed by the Library Director.**
148 **The Director shall be appointed by the City Manager for an indefinite term and shall be**
149 **removed by the City Manager. The Department may be subdivided into divisions with**
150 **their own supervisors as deemed necessary.**

151

152 2.48.010 Library functions.

153 The major functions of the library are the operation of the Homer Library, including control
154 and supervision of library use, acquisition of library property and other related matters.
155 [Ord. 85-35 § 5, 1985; Ord. 80-2 § 1, 1980. Code 1981 § 1.48.010].

156
157 2.48.020 Library Director – Appointment.

158 The head of the Homer Library is the Library Director, who shall be appointed by the City
159 Manager. **The Library Director must hold a master’s degree in library or information**
160 **science, or other relevant credential, as required for library grant eligibility by the State**
161 **of Alaska** [Ord. 09-28(S) § 1, 2009; Ord. 85-35 § 5, 1985; Ord. 80-2 § 2, 1980. Code 1981
162 § 1.48.020].

163
164 2.48.030 Library Director – Duties.

165 The Library Director of the City shall be responsible for and shall have supervision and control
166 of the library and hold responsibilities as denoted in the job description for the position.
167 [Ord. 09-28(S) § 1, 2009; Ord. 85-35 § 5, 1985; Ord. 80-2 § 3, 1980. Code 1981 § 1.48.030].

168
169 2.48.040 Board – Creation and membership.

170 There is created the City of Homer Library Advisory Board, referred to in this chapter as the
171 Board, which shall act in an advisory capacity to the Library Director and the City. The Board
172 shall consist of seven members comprised as follows:

- 173 a. At least five members of the Board shall reside within the corporate limits of the City.
174 b. Members shall serve for three years with initial appointments to be made for staggered
175 terms as follows: Two one-year terms; two two-year terms; and three three-year terms.
176 c. Members shall serve without compensation. [Ord. 09-28(S) § 1, 2009; Ord. 98-7, 1998;
177 Ord. 95-5, 1995; Ord. 85-35 § 5, 1985; Ord. 80-2 § 4, 1980. Code 1981 § 1.48.040].

178
179 2.48.050 Library Advisory Board – Powers and duties.

180 The Library Advisory Board shall:

- 181 a. Establish operational policies for the library program, and submit same to the City Council
182 for approval. There shall be an annual review of policies and revisions may be recommended
183 by the Board.
184 b. Assist the Librarian in preparation and presentation of the annual budget request to the City
185 Council.
186 c. Adopt bylaws and regulations for internal operations governing the proper and orderly
187 discharge of its responsibilities.
188 d. Make recommendations through the City Manager to the Mayor and City Council concerning
189 the library and its programs.
190 e. Solicit donations of money and/or property for the benefit of the library. Any money
191 donations shall be deposited to the City treasury in a reserve fund designated for public library
192 use. If property, it shall be accepted by deed or other conveyance subject to approval by the
193 City Council. Such property shall be held or disposed of for public library purposes as the
194 Council may direct. The Board may make recommendations for disposition of money or

[Bold and underlined added. Deleted language stricken through]

195 property so received and such recommendations shall be considered and acted upon by the
196 Council. [Ord. 85-35 § 5, 1985; Ord. 80-2 § 5, 1980. Code 1981 § 1.48.050].

197

198 2.48.060 Library Advisory Board – Vacancies.

199 a. In the event of a vacancy on the Library Advisory Board, the Mayor shall appoint a person to
200 fill such vacancy for the unexpired term, subject to confirmation by the City Council.

201 b. If any Library Board member is absent for three consecutive meetings (unless a majority of
202 the other members have previously granted a leave of absence, not to exceed six months), the
203 seat of that member shall be declared vacant and a new member appointed by the Mayor
204 subject to confirmation by the City Council. [Ord. 85-35 § 5, 1985; Ord. 80-2 § 6, 1980. Code 1981
205 § 1.48.060].

206

207

208 2.48.070 Use of library.

209 All persons shall be extended the use of library privileges subject to observing the rules and
210 regulations established for the use thereof. The Library Director may prohibit any person from
211 using the library who willfully or persistently violates any rule or regulation prescribed for the
212 operation of the library. No person shall fail or refuse to leave the library when ordered to do
213 so by the Library Director or other person in charge. [Ord. 09-28(S) § 1, 2009; Ord. 85-35 § 5,
214 1985; Ord. 80-2 § 7, 1980. Code 1981 § 1.48.070].

215

216 Section 6. Homer City Code Chapter 2.57 Department of Community Development is
217 hereby enacted to read as follows:

218

219

Chapter 2.57

220

DEPARTMENT OF COMMUNITY DEVELOPMENT

221

222 **2.57.010 Department of Community Development.**

223 **The Department of Community Development is created which shall be headed by the**
224 **Director of Community Development. The Director shall be appointed by the City**
225 **Manager for an indefinite term and shall be removable by the City Manager. Within this**
226 **Department will be the City Planner and such other personnel as may be necessary to**
227 **provide services such as city-wide planning; zoning and platting; permitting and**
228 **inspection; economic development; City enhancement programs and such other services**
229 **or programs as designated by the City Manager or requested by the City Council; services**
230 **such as parks, and community recreation. The Department may be subdivided into**
231 **divisions with their own supervisors as deemed necessary.**

232

233 Section 7. This Ordinance is of a permanent and general character. and shall be
234 included in the City Code.

235

236 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this ____ day of _____, 2023.

237

[Bold and underlined added. Deleted language stricken through]

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ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:

CITY OF HOMER

KEN CASTNER, MAYOR



MEMORANDUM

Ordinance 23-49(S), An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Title 2, Chapters 2.32 Departments and Board, 2.44 Department of Administration, 2.48 Public Library, and Enacting Chapters 2.46 Department of Information Technology and 2.57 Department of Community Development. City Manager.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: December 20, 2023
From: Council Members Erickson and Davis

The City Manager's proposed re-organization plan and the ordinance implementing it has been repeatedly deferred, seemingly because there have not been enough votes at council to pass it in its current form.

The major sticking point has seemed to be the proposal to combine Parks (currently located in Public Works) and Recreation (currently reporting directly to the City Manager), and to put them in a new Department of Community Development that would also include the Planning Department and future zoning staff.

This proposal has been a concern to many in the community, who desire to see a Department of Parks and Recreation that would more closely reflect the importance our community attaches to this aspect of city governance.

There are some fairly compelling arguments against creating a Department of Parks and Recreation now, including the small size of current staff and budget.

This substitute ordinance would address both concerns by adopting most aspects of the proposed reorganization, with the exception of Parks and Recreation, which would be kept in their current status for the interim (until staff size and budget are sufficient to justify a new department).

Recommendation: Substitute and adopt Ordinance 23-49(S)



MEMORANDUM

Ordinance 23-49, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Title 2, Chapters 2.32 Departments and Boards, 2.44 Department of Administration, 2.48 Public Library, and Enacting Chapters 2.46 Department of Information Technology and 2.57 Department of Community Development. City Manager.

Item Type: Informational Memorandum
Prepared For: Mayor Castner and Homer City Council
Thru: Robert Dumouchel, City Manager
Date: November 20, 2023
From: Parks, Art, Recreation & Culture Advisory Commission

Background Information:

At the August 14, 2023 city council meeting, City Manager Dumouchel introduced *Ordinance 23-49* to the City Council that would modify city code to create three new departments: Department of Public Library, Department of Information Technology and a Department of Community Development.

The proposed creation of a Community Development Department would combine the Planning division, the Economic Development division, the Community Recreation division and a soon to be created Code Enforcement Division.

After much written and public testimony relating to the creation of a Community Development Department specifically addressing the concerns of the impacts of combining the Community Recreation division within this proposed new department, the City Council opted to postpone this ordinance until the January 8th City Council meeting to allow for additional review and consideration related to *Resolution 23-047(s)* Establishing Parks and Recreation as a Priority/10 Year Plan.

With the City Manager's approval, Parks, Arts, Recreation and Parks Advisory Commission was requested to review specifically the proposed Community Development Department proposal and provide advisement to the city council regarding this topic.

At the November 16, 2023 Parks, Arts, Recreation and Parks Advisory Commission regular meeting, the Commission unanimously supported creation of the Library and Information Technology departments but for the following reasons does not fully support including Community Recreation within the proposed Community Development department because:

1. The benefits are not clearly defined.

2. The organizational chart does not facilitate the elevation of Community Recreation's function, as it would no longer directly report to the City Manager.
3. There is no connection to the Planning, Building or Code Enforcement Divisions and limited connection to Economic Development Division under the Community Development Department.
4. Support the creation of a Parks and Recreation department to bring forward the importance and value of Community Recreation as expressed by the strong community support.

Recommendation: Amend and Adopt Ordinance creating Library, IT, Community Development Departments (without Community Recreation) and consider creating and passing ordinance to create a Parks and Recreation Department.

1 CITY OF HOMER
2 HOMER, ALASKA

3 City Manager
4 Erickson/Davis

5 ORDINANCE 23-49(S)
6

7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING HOMER CITY CODE TITLE 2, CHAPTERS 2.32
9 DEPARTMENTS AND BOARDS, 2.44 DEPARTMENT OF
10 ADMINISTRATION, 2.48 PUBLIC LIBRARY, AND ENACTING
11 CHAPTERS 2.46 DEPARTMENT OF INFORMATION TECHNOLOGY
12 AND 2.57 DEPARTMENT OF COMMUNITY DEVELOPMENT.
13

14 WHEREAS, The City's organizational design changes over time to meet the needs of the
15 Council, the organization, and the administration; and
16

17 WHEREAS, The City Manager has identified a series of modifications to the current
18 organizational design which would result in the creation of a Department of Information
19 Technology, a Department of the Library, and a Department of Community Development.
20

21 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
22

23 Section 1. Homer City Code Title 2 is hereby amended to read as follows:
24

25 Title 2
26 ADMINISTRATION AND PERSONNEL

27 Chapters:

- 28 2.04 City Manager
29 2.08 Mayor and Council
30 2.12 City Clerk
31 2.16 City Attorney
32 2.20 City Treasurer
33 2.24 Health Officer
34 2.28 Public Officials and Employees
35 2.32 Departments and Boards
36 2.36 Department of Finance
37 2.40 Department of Port and Harbor
38 2.44 Department of Administration
39 **2.46 Department of Information Technology**
40 2.48 Public Library
41 2.52 Police Department
42 2.53 Fire Department
43 2.56 Department of Public Works

[Bold and underlined added. Deleted language stricken through]

- 44 **2.57 Department of Community Development**
- 45 2.58 Boards and Commissions
- 46 2.60 Parks, Art, Recreation, and Culture Advisory Commission
- 47 2.64 Port and Harbor Advisory Commission
- 48 2.68 *Repealed*
- 49 2.70 Americans with Disabilities Act Advisory Board
- 50 2.72 Planning Commission
- 51 2.76 Economic Development Advisory Commission
- 52 2.78 *Repealed*
- 53 2.80 *Repealed*
- 54 2.84 Public Release of Record
- 55 2.92 Public Records Management
- 56 2.96 *Repealed*

57
58 Section 2. Homer City Code Chapter 2.32 Departments and Boards is hereby amended
59 to read as follows:

60
61 Chapter 2.32
62 DEPARTMENTS AND BOARDS¹

- 63 Sections:
- 64 2.32.010 Departments – Directors.
 - 65 2.32.020 *Repealed.*
 - 66 2.32.030 Designation and function of departments.
 - 67 2.32.040 Departmental administrative fee schedule.
- 68 Prior legislation: Ords. 1-100.4 and 73-8.

69
70 2.32.010 Departments – Directors.
71 There shall be principal subdivisions of the City government known as departments. Each
72 department shall be headed by the City Manager until such time as the ~~Council~~ **City Manager**
73 shall approve the appointment of a “director” who shall then head the designated department.
74 The director shall be appointed by and be responsible to the City Manager. These departments
75 are the functional units under which all matters of an administrative, organizational or
76 utilitarian nature shall fall and shall be all-inclusive of every City function as defined in this
77 chapter. Each department may be further subdivided into divisions for operational purposes.
78 [Code 1967 § 3-400.1; Code 1981 § 1.40.010].

79
80 2.32.020 Boards and commissions.
81 *Repealed by Ord. 18-38(S). [Ord. 92-30(S)(A), 1992. Code 1967 § 3-400.2; Code 1981 § 1.40.020].*

82
83 2.32.030 Designation and function of departments.
84 The City departments are designated in this section and their functions set forth:

Chapter 2.36 HCC	Department of Finance
Chapter 2.40 HCC	Department of Port and Harbor
Chapter 2.44 HCC	Department of Administration
<u>Chapter 2.46</u> <u>HCC</u>	<u>Department of</u> <u>Information Technology</u>
<u>Chapter 2.48</u> <u>HCC</u>	<u>Department of the</u> <u>Public Library</u>
Chapter 2.52 HCC	Police Department
Chapter 2.53 HCC	Fire Department
Chapter 2.56 HCC	Department of Public Works
<u>Chapter 2.57</u> <u>HCC</u>	<u>Department of</u> <u>Community</u> <u>Development</u>

85
86 [Amended by City in August 2017; Ord. 91-7 § 2, 1991; Ord. 85-35 § 2, 1985. Code 1981 §
87 1.40.030].

88
89 2.32.040 Departmental administrative fee schedule.
90 Unless established by ordinance or resolution of the City Council, the director of each
91 department of the City shall have the authority, subject to the approval of the City Manager
92 and ratification by the City Council, to promulgate and maintain an administrative fee
93 schedule for services provided by that department. Fees for identical services shall be uniform
94 throughout all departments. A current copy of the departmental administrative fee schedule
95 shall be available for inspection by any person at the front reception area of the department
96 and at the office of the City Clerk. Unless otherwise provided by ordinance or resolution, all
97 fees collected under this schedule shall be forwarded to the Finance Department for deposit
98 into the general fund. [Ord. 92-07(S)(A), 1992. Code 1981 § 1.40.040].

99
100 ¹ For Alaska Statute provisions authorizing municipalities to establish and prescribe the
101 functions of departments, officers and agencies, see AS 29.35.010.

102
103 Section 3. Homer City Code Chapter 2.44 Department of Administration is hereby
104 amended to read as follows:

[Bold and underlined added. Deleted language stricken through]

105
106 The Department of Administration is created which shall be headed by the City Manager or his
107 designee. Within this Department will be the City Clerk and such other personnel as may be
108 necessary to provide such services as personnel administration; ~~City-wide planning; zoning~~
109 ~~and platting; permitting and inspection; services such as parks, recreation, Community~~
110 ~~Recreation Program, and library programs;~~ administration of the Homer Advisory Planning
111 Commission, the Homer Advisory Parks, ~~Art, and Recreation,~~ **& Culture Advisory** Commission,
112 the City of Homer Port and Harbor Advisory Commission, **Americans With Disabilities Act**
113 **(ADA) Advisory Board** and the Library Advisory Board; major capital projects administration;
114 ~~economic development and City enhancement programs and such other services or programs~~
115 as designated by the City Manager or requested by the City Council. The Department may be
116 subdivided into divisions with their own supervisors as deemed necessary. [Ord. 10-16 § 1,
117 2010; Ord. 85-35 § 4, 1985. Code 1981 § 1.43.010].

118
119 Section 4. Homer City Code Chapter 2.46 Department of Information Technology is
120 hereby enacted to read as follows:

121
122 **Chapter 2.46**
123 **DEPARTMENT OF INFORMATION TECHNOLOGY**
124
125 **2.46.010 Department of Information Technology.**
126 **The Department of Information Technology is created which shall be headed by the**
127 **Director of Information Technology, also known as the Chief Technical Officer of the City.**
128 **The Director shall be appointed by the City Manager for an indefinite term and shall be**
129 **removable by the City Manager. The Department may be subdivided into divisions with**
130 **their own supervisors as deemed necessary.**

131
132 Section 5. Homer City Code Chapter 2.48 Public Library is hereby amended to read as
133 follows:

134
135 Chapter 2.48
136 **Department of the PUBLIC LIBRARY¹**
137 Sections:
138 **2.48.005 Department of the Library**
139 2.48.010 Library functions.
140 2.48.020 Library Director – Appointment.
141 2.48.030 Library Director – Duties.
142 2.48.040 Board – Creation and membership.
143 2.48.050 Library Advisory Board – Powers and duties.
144 2.48.060 Library Advisory Board – Vacancies.
145 2.48.070 Use of library.

146
147 **2.48.005 Department of the Library.**

[Bold and underlined added. Deleted language stricken through]

148 **The Department of the Library is created which shall be headed by the Library Director.**
149 **The Director shall be appointed by the City Manager for an indefinite term and shall be**
150 **removed by the City Manager. The Department may be subdivided into divisions with**
151 **their own supervisors as deemed necessary.**

152
153 2.48.010 Library functions.

154 The major functions of the library are the operation of the Homer Library, including control
155 and supervision of library use, acquisition of library property and other related matters.
156 [Ord. 85-35 § 5, 1985; Ord. 80-2 § 1, 1980. Code 1981 § 1.48.010].

157
158 2.48.020 Library Director – Appointment.

159 The head of the Homer Library is the Library Director, who shall be appointed by the City
160 Manager. **The Library Director must hold a master’s degree in library or information**
161 **science, or other relevant credential, as required for library grant eligibility by the State**
162 **of Alaska** [Ord. 09-28(S) § 1, 2009; Ord. 85-35 § 5, 1985; Ord. 80-2 § 2, 1980. Code 1981
163 § 1.48.020].

164
165 2.48.030 Library Director – Duties.

166 The Library Director of the City shall be responsible for and shall have supervision and control
167 of the library and hold responsibilities as denoted in the job description for the position.
168 [Ord. 09-28(S) § 1, 2009; Ord. 85-35 § 5, 1985; Ord. 80-2 § 3, 1980. Code 1981 § 1.48.030].

169
170 2.48.040 Board – Creation and membership.

171 There is created the City of Homer Library Advisory Board, referred to in this chapter as the
172 Board, which shall act in an advisory capacity to the Library Director and the City. The Board
173 shall consist of seven members comprised as follows:

- 174 a. At least five members of the Board shall reside within the corporate limits of the City.
175 b. Members shall serve for three years with initial appointments to be made for staggered
176 terms as follows: Two one-year terms; two two-year terms; and three three-year terms.
177 c. Members shall serve without compensation. [Ord. 09-28(S) § 1, 2009; Ord. 98-7, 1998;
178 Ord. 95-5, 1995; Ord. 85-35 § 5, 1985; Ord. 80-2 § 4, 1980. Code 1981 § 1.48.040].

179
180 2.48.050 Library Advisory Board – Powers and duties.

181 The Library Advisory Board shall:

- 182 a. Establish operational policies for the library program, and submit same to the City Council
183 for approval. There shall be an annual review of policies and revisions may be recommended
184 by the Board.
185 b. Assist the Librarian in preparation and presentation of the annual budget request to the City
186 Council.
187 c. Adopt bylaws and regulations for internal operations governing the proper and orderly
188 discharge of its responsibilities.
189 d. Make recommendations through the City Manager to the Mayor and City Council concerning
190 the library and its programs.

[Bold and underlined added. Deleted language stricken through]

191 e. Solicit donations of money and/or property for the benefit of the library. Any money
192 donations shall be deposited to the City treasury in a reserve fund designated for public library
193 use. If property, it shall be accepted by deed or other conveyance subject to approval by the
194 City Council. Such property shall be held or disposed of for public library purposes as the
195 Council may direct. The Board may make recommendations for disposition of money or
196 property so received and such recommendations shall be considered and acted upon by the
197 Council. [Ord. 85-35 § 5, 1985; Ord. 80-2 § 5, 1980. Code 1981 § 1.48.050].

198
199 2.48.060 Library Advisory Board – Vacancies.

200 a. In the event of a vacancy on the Library Advisory Board, the Mayor shall appoint a person to
201 fill such vacancy for the unexpired term, subject to confirmation by the City Council.

202 b. If any Library Board member is absent for three consecutive meetings (unless a majority of
203 the other members have previously granted a leave of absence, not to exceed six months), the
204 seat of that member shall be declared vacant and a new member appointed by the Mayor
205 subject to confirmation by the City Council. [Ord. 85-35 § 5, 1985; Ord. 80-2 § 6, 1980. Code 1981
206 § 1.48.060].

207
208
209 2.48.070 Use of library.

210 All persons shall be extended the use of library privileges subject to observing the rules and
211 regulations established for the use thereof. The Library Director may prohibit any person from
212 using the library who willfully or persistently violates any rule or regulation prescribed for the
213 operation of the library. No person shall fail or refuse to leave the library when ordered to do
214 so by the Library Director or other person in charge. [Ord. 09-28(S) § 1, 2009; Ord. 85-35 § 5,
215 1985; Ord. 80-2 § 7, 1980. Code 1981 § 1.48.070].

216
217 Section 6. Homer City Code Chapter 2.57 Department of Community Development is
218 hereby enacted to read as follows:

219
220 **Chapter 2.57**
221 **DEPARTMENT OF COMMUNITY DEVELOPMENT**

222
223 **2.57.010 Department of Community Development.**
224 **The Department of Community Development is created which shall be headed by the**
225 **Director of Community Development. The Director shall be appointed by the City**
226 **Manager for an indefinite term and shall be removable by the City Manager. Within this**
227 **Department will be the City Planner and such other personnel as may be necessary to**
228 **provide services such as city-wide planning; zoning and platting; permitting and**
229 **inspection; economic development; City enhancement programs and such other services**
230 **or programs as designated by the City Manager or requested by the City Council; services**
231 **such as parks, and community recreation. The Department may be subdivided into**
232 **divisions with their own supervisors as deemed necessary.**

233
[**Bold and underlined added.** Deleted language stricken through]

City to start parks & rec. department

by Sarah Sanders
Tribune staff reporter

It looks like a go for the city to implement a parks and recreation department come the new calendar year 1999.

According to City Manager Val Koeberlein, the City of Homer's 1999 budget includes a full-time parks and recreation position, as well as temporary summer positions.

Koeberlein said that in the past, the city had a parks department under the Public Works Department that was responsible for the beautification of Pioneer Avenue and maintenance at the Hornaday Park and campground.

"We're starting out very small. We're taking one person, and making that into a full-time job. It will still be under the Public Works Department," he said.

Now, with the city's acquisition of the old Homer Intermediate School, and subsequent plans on the school's future use being discussed as a recreation facil-

See CITY, page 5

'Chalky' halibut cause

Tuesday, December 1, 1998

HOMER TRIBUNE

Page 5

CITY, cont. from front

ity, it seemed a good time for the city to look into resurrecting the department. "Now that the old Homer school has been deeded over to us, that opened up a facility that could be used as some type of community center, a recreation facility, and we're still trying to determine that," said Koeberlein. "So, along with that, the council has decided that it would be a good time to start a parks and recreation department."

While Koeberlein said that the city is still developing a job description, some duties of the new department will include overseeing both campground facilities in Homer - located above Hornaday Park and on the Homer Spit, and operating the Intermediate School.

In the past, the job was bid out to private collectors.

"That (campground facilities) would help fund some of this additional personnel for the increased activity and again, the reason for putting one of the part-time persons, full time, was to be able to operate the old Homer school there - the gym for some activities," said Koeberlein.

While the new department is slated to oversee the operations and activities of the Intermediate School, according to Koeberlein it might be only a temporary plan. "That's the initial plan, and that could even change somewhat as we go along," he said.

As for the new department's future home, Koeberlein

said it will be housed at Homer Public Works for now, but could move to a new home at the old Intermediate School in the future. For now, the new department will also be under the public works department until it gets up and going, said Koeberlein.

The new department should have an impact on citizens as it aims to further meet the needs of the community. "It's going to provide another city service to the Homer citizens and surrounding area. Again, I want to emphasize, this is a start," said Koeberlein. "We're trying to minimize the financial impact on the city and as the need - as we generate more revenues - I can see it growing, because it's obvious that there's great demand for that."



R & R WATER SERVICE

Serving the Homer-Anchor Point area since 1991

WHY PAY MORE??

Make a change that will save you \$\$\$ 12 months a year.

1 CITY OF HOMER
2 HOMER, ALASKA

Lord

3
4 ORDINANCE 23-60(A)

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
7 AMENDING HOMER CITY CODE CHAPTER 7.04 TO ADD NEW
8 SECTION 7.04.015 LOCAL TRAFFIC PROVISIONS AND AMEND
9 SECTION 7.04.030 TRAFFIC FINE SCHEDULES TO REDUCE SPEED
10 LIMITS ON CITY CUL-DE-SACS **OR STREETS HAVING ONE OUTLET**
11 TO 15MPH.

12
13 WHEREAS, Many streets in the City of Homer lack adequate sidewalks and/or footpaths
14 and the Homer City Council has prioritized efforts to increase pedestrian safety in recent years;
15 and

16
17 WHEREAS, Cul-de-sacs **or streets having one outlet** are often areas where young children
18 play and people with perhaps narrow / short driveways who at times are required to back up
19 out of their driveways; and

20
21 WHEREAS, Cul-de-sacs **or streets having one outlet** also can have bends/curves and may
22 lack a clear line of site; and

23
24 WHEREAS, Community members have expressed concerns around excess speeding and
25 a desire to have slower speed limits to allow for pedestrians, bicyclists, and families to have a
26 safer environment to live; and

27
28 WHEREAS, Reducing the speed limit on cul-de-sacs **or streets having one outlet** to
29 15MPH is a reasonable, safe, and effective way to keep the driving public in harmony with those
30 dwelling in these areas.

31
32 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

33
34 Section 1. Homer City Code 7.04 is hereby amended as follows:

35
36 **7.04.015 Local Traffic Provisions.**

37
38 **a. Cul-de-sacs**

- 39 **1. Cul-de-sacs or streets having one outlet are streets having only one outlet, with**
40 **provision for a turnaround at their termination, and which are not intended to be**
41 **extended or continue to serve future subdivisions or adjacent land.**
42 **2. The speed limit in all cul-de-sacs or streets having one outlet within the city, from**
43 **the nearest cross street to the termination of the cul-de-sac or streets having one**
44 **outlet, shall be 15 miles per hour.**

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Section 2. Homer City Code 7.04.030 is hereby amended to include fines for violations of 7.04.015(a)(2), to read as follows:

Code Section	Code Section Title	Fine Per Day
<u>HCC 7.04.015(a)(1)</u>	<u>Cul-de-sac speed limits</u>	<u>First violation \$10 per mile over the 15 mile per hour limit;</u> <u>Second violation \$20 per mile over the 15 mile per hour limit</u>
HCC 7.06.010(b)	Muffler not working properly	Corr/\$500.00

Section 3. This Ordinance is of a permanent and general character and shall be included in the City Code.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this ____ day of _____, 2023.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

Lord

3
4 **ORDINANCE 23-60(A)(S)**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
7 AMENDING HOMER CITY CODE CHAPTER 7.04 TO ADD NEW
8 SECTION 7.04.015 LOCAL TRAFFIC PROVISIONS AND AMEND
9 SECTION 7.04.030 TRAFFIC FINE SCHEDULES TO REDUCE SPEED
10 LIMITS ON CITY CUL-DE-SACS AND **STREETS HAVING ONE**
11 **OUTLET** TO 15MPH.
12

13 WHEREAS, Many streets in the City of Homer lack adequate sidewalks and/or footpaths
14 and the Homer City Council has prioritized efforts to increase pedestrian safety in recent years;
15 and
16

17 WHEREAS, Cul-de-sacs and **streets having one outlet** are often areas where young
18 children play and people with perhaps narrow / short driveways who at times are required to
19 back up out of their driveways; and
20

21 WHEREAS, Cul-de-sacs and **streets having one outlet** also can have bends/curves and
22 may lack a clear line of site; and
23

24 WHEREAS, Community members have expressed concerns around excess speeding and
25 a desire to have slower speed limits to allow for pedestrians, bicyclists, and families to have a
26 safer environment to live; and
27

28 WHEREAS, Reducing the speed limit on cul-de-sacs and **streets having one outlet** to
29 15MPH is a reasonable, safe, and effective way to keep the driving public in harmony with those
30 dwelling in these areas.
31

32 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
33

34 Section 1. Homer City Code 7.04 is hereby amended as follows:
35

36 **7.04.015 Local Traffic Provisions.**
37

38 **a. Cul-de-sacs and streets having one outlet**

- 39 **1. Cul-de-sacs and streets having one outlet are streets which either dead end or**
40 **have a provision for a turnaround at their termination. Cul-de-sacs are not**
41 **intended to be extended or continue to serve future subdivisions or adjacent**
42 **land. Other streets having one outlet may be extended in the future, but**
43 **currently terminate without connecting to another road segment.**

- 44 **2. The speed limit in all cul-de-sacs and streets having one outlet within the city,**
 45 **from the nearest cross street to the termination of the cul-de-sac or street having**
 46 **one outlet, shall be 15 miles per hour.**
 47 **3. If a street with only one outlet becomes connected to another road segment, the**
 48 **15 mile per hour speed limit will no longer apply under this provision.**

49
 50 Section 2. Homer City Code 7.04.030 is hereby amended to include fines for violations
 51 of 7.04.015(a)(2), to read as follows:
 52

Code Section	Code Section Title	Fine Per Day
HCC 7.04.015(a)(1)	<u>Cul-de-sac and streets with one outlet speed limits</u>	<u>First violation \$10 per mile over the 15 mile per hour limit;</u> <u>Second violation \$20 per mile over the 15 mile per hour limit</u>
HCC 7.06.010(b)	Muffler not working properly	Corr/\$500.00

53
 54
 55 Section 3. This Ordinance is of a permanent and general character and shall be
 56 included in the City Code.
 57

58 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this ____ day of _____, 2024.

59
 60
 61 CITY OF HOMER

62
 63
 64 _____
 65 KEN CASTNER, MAYOR

66
 67
 68
 69 ATTEST:

70
 71 _____
 72 MELISSA JACOBSEN, MMC, CITY CLERK

73
 74
 75 YES:

76 NO:

77 ABSTAIN:

78 ABSENT:

79
 80 First Reading:

- 81 Public Hearing:
- 82 Second Reading:
- 83 Effective Date:



MEMORANDUM

Ordinance 23-62, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Appropriating an Additional \$25,000 from the Homer Accelerated Roads and Trails (HART) Road Fund to Complete the Design of the Heath Street Pavement Restoration Project. City Manager/Public Works Director.

Item Type: Backup Memorandum
Prepared For: City Council
Date: November 21, 2023
From: Janette Keiser, PE, Public Works Director/City Engineer
Through: Rob Dumouchel, City Manager

I. Issue: The purpose of this Memorandum is to request an additional appropriation in the amount of \$25,000 to complete the final design of the Heath Street Pavement Restoration Project.

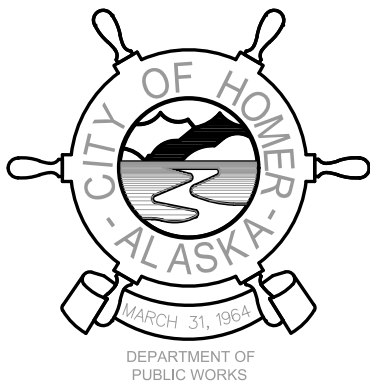
II. Background:

Ordinance 22-26 appropriated \$500,000 from the HART Roads Fund to create the Pavement Restoration Program. Shortly thereafter, Resolution 22-073 was adopted, which authorized a Task Order, in the amount of \$140,472, to Kinney Engineering, LLC (“Kinney”) to design the Heath Street Pavement Restoration Project, one of the projects in that program. Kinney started work and the design work is now over 95% complete.

We asked Kinney to provide some out-of-scope work to evaluate and design a mid-block crossing at the intersection of Hazel Avenue and Heath Street as well as video camera the existing storm drain. The total cost of this out-of-scope work is \$16,181.25, about 11.5% of the original contract value. The Pavement Restoration Program was closed during the FY24/25 budget process. There is currently no appropriation from which we can pay for this out-of-scope work or provide for any other incidental services, which may be required before to progress the 95% design to a 100% complete Bid Package. Thus, we are seeking an appropriation to cover the \$16,181.25 as well as a small contingency, for a total of \$25,000.

III. RECOMMENDATION: That the City Council appropriate \$25,000 from the HART Road Fund to pay for completion of the design of the Heath Street Pavement Restoration Project.

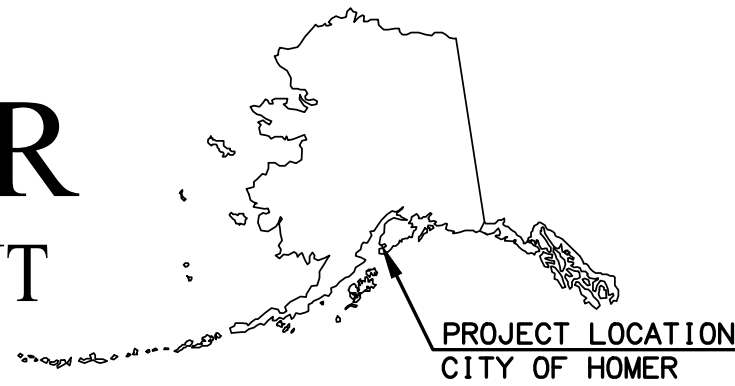
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DEPARTMENT OF PUBLIC WORKS

CITY OF HOMER

PUBLIC WORKS DEPARTMENT



REVISIONS			YEAR	SHEET NO.	TOTAL 'A' SHEETS
NO.	DATE	DESCRIPTION			
			2023	A1	A4
				PLAN SET TOTAL	28

MAYOR
 KEN CASTNER

CITY MANAGER
 ROB DUMOUCHEL

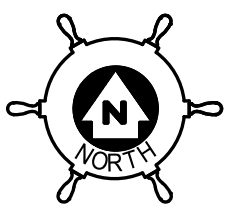
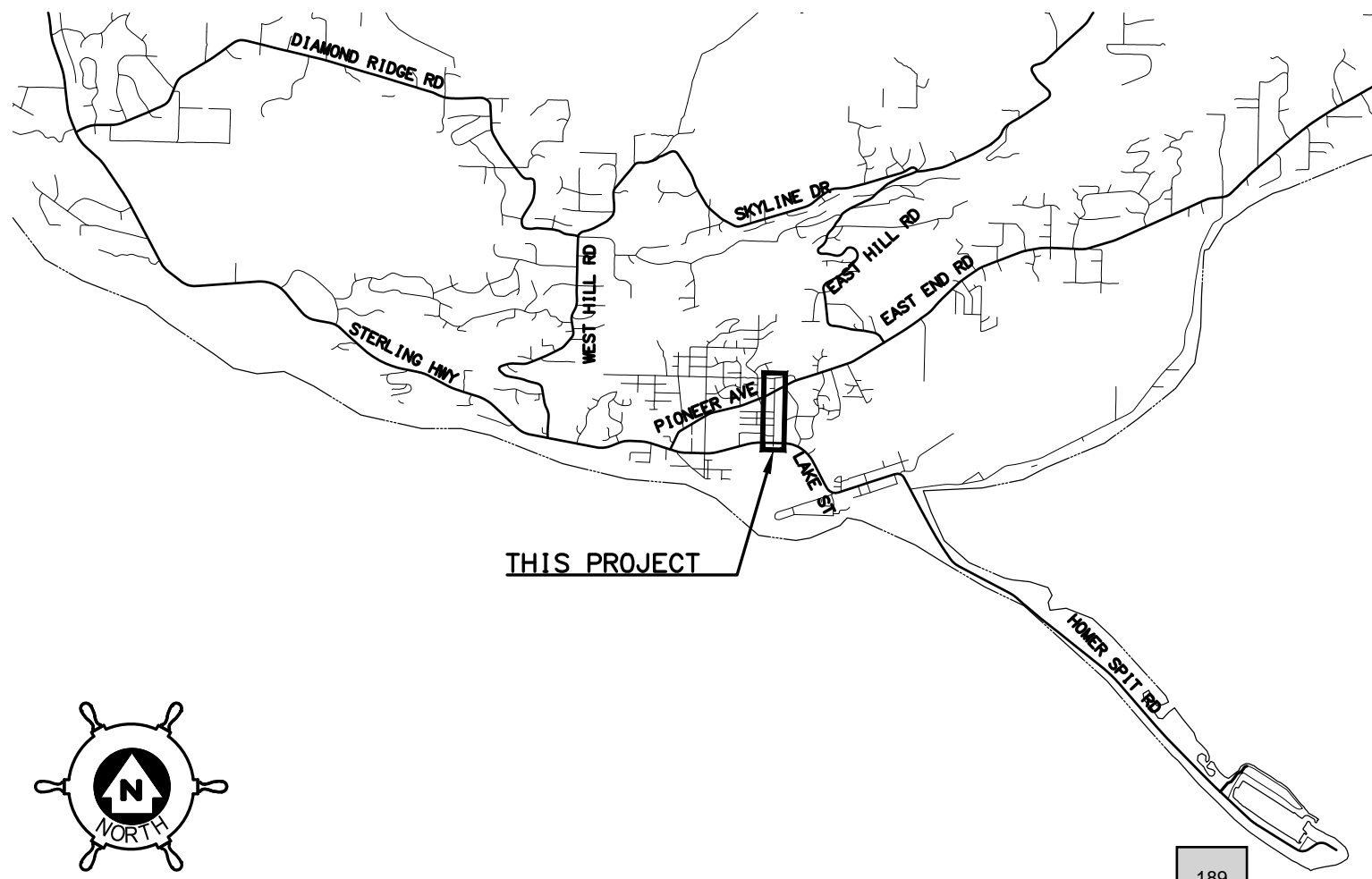
PUBLIC WORKS DIRECTOR
 JANETTE KEISER, P.E.

CITY COUNCIL MEMBERS
 SHELLY ERIKSON
 DONNA ADERHOLD
 CAROLINE VENUPI
 JASON DAVIS
 RACHEL LORD
 STORM HANSEN

PAVEMENT RESTORATION

HEATH STREET

INDEX	
SHEET NO.	DESCRIPTION
A1	TITLE
A2	LEGEND
A3	SHEET LAYOUT AND GENERAL NOTES
A4	SURVEY CONTROL
B1	TYPICAL SECTIONS
C1	ESTIMATE OF QUANTITIES
D1	SUMMARY TABLES
E1-E4	DETAILS
F1-F4	PLAN AND PROFILE
G1-G3	GRADING PLANS
H1	TRAFFIC LEGEND AND NOTES
H2-H3	SIGNING, STRIPING AND SIGNAL PLANS
H4	SIGN SUMMARY
H5-H8	SIGNING, STRIPING AND SIGNAL DETAILS
J1	TRAFFIC CONTROL
J2	TRAFFIC CONTROL DEVICES



CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT
 3575 HEATH STREET
 HOMER, ALASKA 99603
 PHONE: (907) 235-3170
 FAX: (907) 235-3145

PLANS DEVELOPED BY: KINNEY ENGINEERING, LLC 3909 Arctic Blvd, Suite 400 Anchorage, Alaska 99503 (907) 346-2373 CERT. OF AUTH. NO. AECL 1102	
--	--

PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAFTED BY: BILL PADDOCK
 SCALE: A2
 LAYOUT: A2
 DATE: 7/26/2023 3:28 PM
 FILE: Z:\PROJECTS\00710-city of homer. term contract 2022\22-04 health street\DWG\00710_22-04_A2_LEGEND.dwg

UTILITIES

PIPELINES:

STORM DRAIN STRUCTURE AND PIPE NUMBERS, APPLICABLE IF SHOWN

STORM DRAIN

MANHOLE STORM DRAIN

CURB INLET CATCH BASIN

FIELD INLET CATCH BASIN

END CAP

PIPE CULVERT w/ END SECTION

SANITARY SEWER

SANITARY SEWER MANHOLE, CLEAN OUT

SEPTIC VENTS

SEWER SERVICE CONNECTION

WATER

FIRE HYDRANT

VALVE OR RISER

ELECTRIC

UTILITY POLE

UTILITY POLE WITH LUMINAIRE

GUY WIRE

ELECTRICAL PEDESTAL, TRANSFORMER

TELEPHONE

TELEPHONE MANHOLE, PEDESTAL

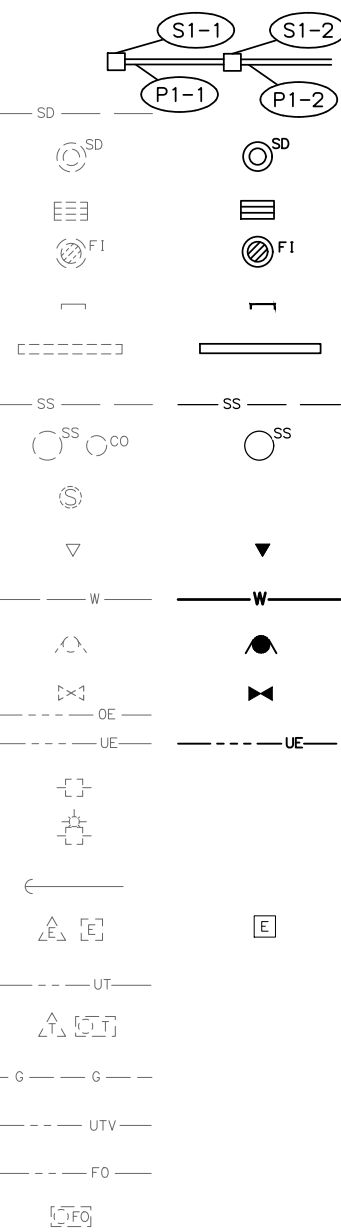
NATURAL GAS

CABLE TV

FIBER OPTIC

FIBER OPTIC MANHOLE

EXISTING PROPOSED



ABBREVIATIONS

- AC - ASPHALT CEMENT
- ASTM - AMERICAN SOCIETY FOR TESTING AND MATERIALS
- AWWA - AMERICAN WATER WORKS ASSOCIATION
- BF - BOARD FOOT
- B.O.P. - BOTTOM OF PIPE
- CB - CATCH BASIN AND CONSTRUCT CATCH BASIN
- CMP - CORRUGATED METAL PIPE
- C.O.H. - CITY OF HOMER
- CY - CUBIC YARD
- D.I.P. - DUCTILE IRON PIPE
- DOT - DEPARTMENT OF TRANSPORTATION
- E - EASTING
- EA - EACH
- ELEV - ELEVATION
- F&I - FURNISH AND INSTALL
- FT - FOOT OR FEET
- GRSC - GALVANIZED RIGID STEEL CONDUIT
- GB - GRADE BREAK
- GV - GATE VALVE
- H - HORIZONTAL

UTILITIES

ELECTROLIER

ILLUMINATION

TYPE IA JUNCTION BOX

TYPE II JUNCTION BOX

LOAD CENTER

RIGHT-OF-WAY

PROPERTY LINE

EASEMENT

TEMPORARY CONSTRUCTION EASEMENT/PERMIT

PROJECT CENTERLINE

EXISTING CENTERLINE

WETLANDS

CONTOURS - MAJOR

CONTOURS - MINOR

TREE (CONIFER/DECIDUOUS)

BOULDER OR BOULDERS

DRAINAGE FLOW

TRAFFIC SIGN

POST, BOLLARD

BUILDING

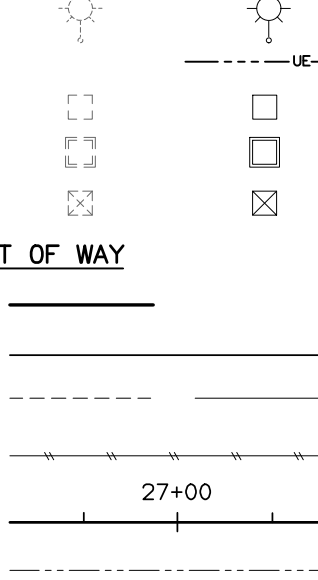
LANDSCAPE/GARDEN

CONTROL POINT

MAIL BOX

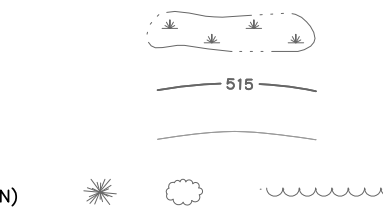
TEST HOLE

EXISTING PROPOSED



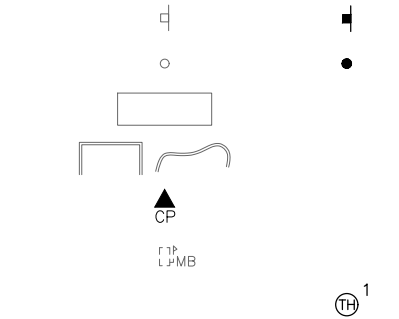
RIGHT OF WAY

TOPOGRAPHY



EXISTING PROPOSED

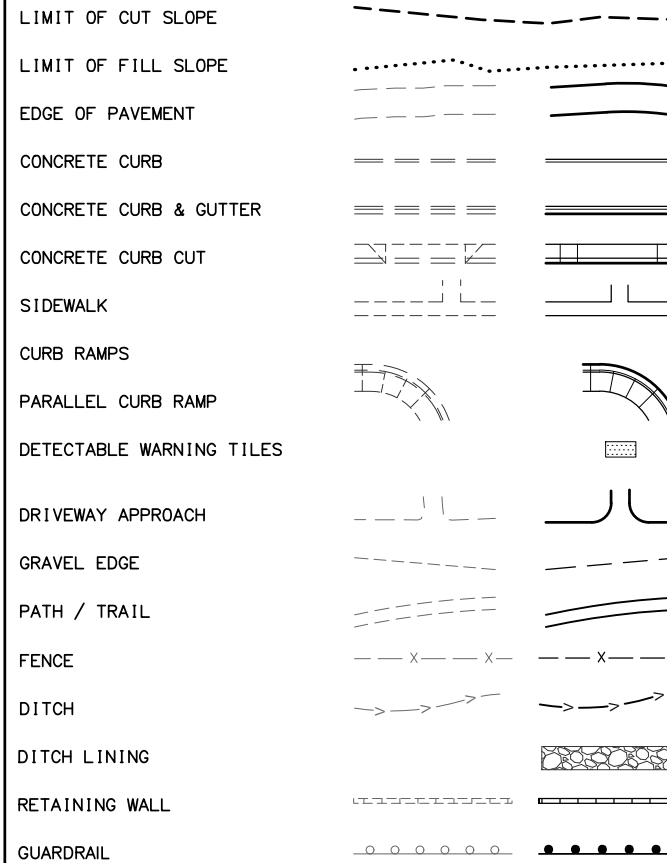
MISCELLANEOUS



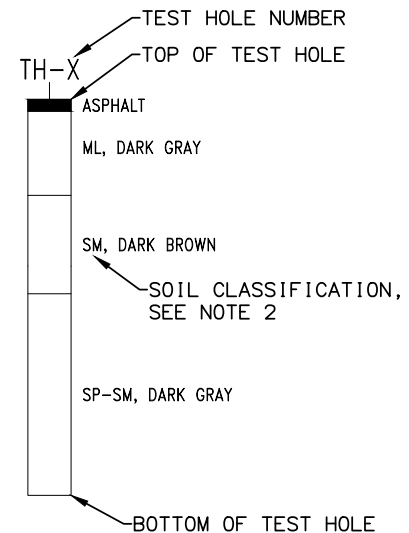
- HDPE - HIGH-DENSITY POLYETHYLENE
- HMMWPE - HIGH MOLECULAR WEIGHT POLYETHYLENE
- INV - INVERT
- IPS - IRON PIPE SIZE
- L - LENGTH
- LF - LINEAR FOOT
- LOC - LIP OF CURB
- LT - LEFT
- LS - LUMP SUM
- MAX - MAXIMUM
- ME - MATCH EXISTING
- MIN - MINIMUM
- MJ - MECHANICAL JOINT
- MSF - THOUSAND SQUARE FEET
- N - NORTHING
- NO. - NUMBER
- N.T.S. - NOT TO SCALE
- O.S.H.A. - OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION
- PC - POINT OF CURVATURE
- P.C.C. - PORTLAND CEMENT CONCRETE

ROADWAY

EXISTING PROPOSED



LEGEND - SOIL



- NOTES:
- STANDARD LEGEND AND ABBREVIATIONS SHOWN. NOT ALL LEGEND ITEMS ARE PART OF THIS CONTRACT.
 - SOIL CLASSIFICATION IS BASED UPON UNIFIED SOIL CLASSIFICATION (ASTM D 2487-00), SEE GEOTECHNICAL REPORT FOR MORE INFORMATION.

SHEET NO.	TOTAL SHEETS	
A2	A4	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION

PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT



PHONE: (907) 235-3170
 FAX: (907) 235-3145



CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET

LEGEND

PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD., SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAFTING LOCATION
 Z:\PROJECTS\00710.ctb of homer. Term contract 2022\22-04 heath street\DWG\00710_22-04_A3_LAYOUT AND NOTES.dwg 8/30/2023 11:25 AM
 DRAFTED BY: BILL PADDOCK
 SCALE
 LAYOUT A3

GENERAL NOTES:

- CONTRACTOR SHALL COMPLETE CONSTRUCTION IN ACCORDANCE WITH THE CITY OF HOMER STANDARD SPECIFICATIONS LATEST EDITION INCLUDING ITEMS, DRAWINGS, AND TECHNICAL SPECIFICATIONS. TECHNICAL SPECIFICATIONS TAKE PRECEDENCE OVER THE STANDARD SPECIFICATIONS.
- THE CITY SHALL OBTAIN ALL NECESSARY LOCAL, STATE AND FEDERAL PERMITS PRIOR TO BEGINNING CONSTRUCTION. THE PERMITS SHALL BE MAINTAINED AT THE JOB SITE.
- CONTRACTOR SHALL MAINTAIN "REDLINE" RECORD DRAWINGS ON A CLEAN SET OF CONSTRUCTION DRAWINGS. THE CONTRACTOR SHALL MAINTAIN THE "REDLINES" CURRENT ON A DAILY BASIS WHICH SHALL BE AVAILABLE TO THE ENGINEER FOR INSPECTION ON THE JOB SITE. CONTRACTOR SHALL RECORD SURVEY NOTES AND SUBMIT DAILY TO THE ENGINEER. CONTRACTOR SHALL RECORD SURVEY NOTES FOR SUBMITTAL WITH RECORD DRAWINGS, INCLUDING HORIZONTAL AND VERTICAL LOCATIONS OF ALL UTILITIES ENCOUNTERED IN THE FIELD. CONTRACTOR SHALL RECORD ALL DEVIATIONS FROM THE PLANS.
- CONSTRUCTION OPERATIONS REQUIRED FOR THIS PROJECT SHALL REMAIN WITHIN EXISTING CITY OF HOMER AND STATE OF ALASKA RIGHTS-OF-WAY AND EASEMENTS, UNLESS OTHERWISE APPROVED IN WRITING BY THE ENGINEER AND THE AFFECTED PROPERTY OWNER.
- LOCATIONS DEPICTED FOR THE UTILITIES AND OTHER EXISTING FEATURES ARE APPROXIMATE. SOME UTILITIES HAVE BEEN LOCATED FROM RECORD DRAWINGS AND UTILITY COMPANY LOCATES. CONTRACTOR SHALL LOCATE AND VERIFY ALL UTILITIES PRIOR TO CONSTRUCTION.
- UNDERGROUND ELECTRICAL AND TELECOMMUNICATION, WATER SEWER, AND NATURAL GAS, LINES OCCUR WITHIN THE PROJECT AREA; CONTRACTOR SHALL COORDINATE WORK ACCORDINGLY. ALL WORK IN CLOSE PROXIMITY TO EXISTING UNDER-GROUND LINES SHALL COMPLY WITH APPLICABLE FEDERAL, STATE, AND LOCAL STATUTES, CODES AND GUIDELINES, AND THE ELECTRICAL FACILITY CLEARANCE REQUIREMENTS OF THE GOVERNING UTILITY. CONTRACTOR SHALL HAND DIG WITHIN TWO FEET OF BURIED ELECTRICAL CABLE.
- CONTRACTOR SHALL SAWCUT EXISTING PAVEMENT (ROADS, PARKING AREAS, DRIVEWAYS, ETC.) TO A LINE 2 FEET BEYOND THE PROPOSED IMPROVEMENTS, DURING THE INITIAL EXCAVATION OPERATIONS. IF EXISTING PAVEMENT HAS BEEN LIFTED, IF EDGE DOES NOT OCCUR IN UNDISTURBED MATERIAL, OR IF EDGE IS LOCATED WITHIN A TRAVEL LANE, FURTHER REMOVAL MAY BE REQUIRED, AS DIRECTED BY THE ENGINEER, TO PROVIDE A PROPER TRANSITION BETWEEN NEW AND EXISTING PAVEMENT. SAW CUTTING OF EXISTING PAVEMENT IS INCIDENTAL TO THE BID ITEM "REMOVE PAVEMENT", AND NO SEPARATE PAYMENT SHALL BE MADE. SAWCUTS WITHIN THE ROADWAY SHALL BE SKEWED AT AN ANGLE OF 15 TO 25 DEGREES WHERE MATCHING EXISTING ASPHALT, OR AS SHOWN ON THE PLANS.
- CONTRACTOR SHALL APPLY TACK COAT TO THE SAW CUT ASPHALT FACE PRIOR TO PAVING. CONTRACTOR SHALL SAWCUT CURB & GUTTER AND SIDEWALK AT THE NEAREST JOINT & OR BEYOND REMOVAL LIMITS OR AS DIRECTED BY THE ENGINEER. TACK COAT IS INCIDENTAL TO THE RESPECTIVE BID ITEM.
- CONTRACTOR SHALL MAINTAIN STOP SIGNS AND STREET NAME SIGNS OPERATIONAL IN THE PROJECT AREA DURING CONSTRUCTION.
- LIMITS OF EXCAVATION AND BACKFILL SHALL BE AS SHOWN ON THE PLANS OR AS DIRECTED BY THE ENGINEER.
- CONTRACTOR SHALL REMOVE ORGANIC MATERIAL FROM THE SUBGRADE TO A DEPTH TO BE DETERMINED BY THE ENGINEER. CONTRACTOR SHALL NOT PLACE OR SHALL NOT OTHERWISE UTILIZE ORGANIC MATERIAL OR OTHER DELETERIOUS MATERIAL FOR BACKFILL, UNLESS OTHERWISE DIRECTED BY THE ENGINEER.
- WORK AND MATERIALS REQUIRED FOR REMOVING LITTER OR DEBRIS THAT EXIST WITHIN THE PROJECT LIMITS ARE INCIDENTAL TO THE PROJECT AND NO SEPARATE PAYMENT SHALL BE MADE.
- CONTRACTOR SHALL REPLACE ALL DISTURBED PROPERTY CORNERS. PAYMENT FOR REPLACING DISTURBED PROPERTY CORNERS IS INCIDENTAL TO THE CONTRACT AND NO SEPARATE PAYMENT SHALL BE MADE.
- CONTRACTOR SHALL TOPSOIL AND SEED ALL DISTURBED AREAS WHERE OTHER SURFACE IS NOT SPECIFIED.
- CONTRACTOR SHALL RESTORE DISTURBED PROPERTY TO PRECONSTRUCTION CONDITION(S), UNLESS OTHERWISE DIRECTED BY THE ENGINEER. PAYMENT FOR RESTORING DISTURBED PROPERTY IS INCIDENTAL TO THE CONTRACT AND NO SEPARATE PAYMENT SHALL BE MADE.
- DEWATERING MAY BE REQUIRED TO REMOVE SURFACE AND SUBSURFACE WATER FROM THE ROADWAY AND AND UTILITY EXCAVATION AND DEWATERING IS INCIDENTAL TO THE CONTRACT AND NO SEPARATE PAYMENT SHALL BE MADE.

STANDARD DRAWING INDEX

THE FOLLOWING STANDARD DRAWINGS APPLY TO THIS PROJECT:

- CITY OF HOMER**
- 200.06 COMPACTION OF BACKFILL
 - 300.01 CURB AND GUTTER CROSS SECTIONS
 - 500.03 SANITARY SEWER MANHOLE HEIGHTS
 - 500.10 SANITARY SEWER MANHOLE RING ADJUSTMENT
 - 600.10 GATE VALVE EXTENSION ROD
 - 700.09 SIGN PLACEMENT CURB WITHOUT SIDEWALK
 - 800.05 STORM DRAIN MANHOLE RING ADJUSTMENT
 - 800.10 STORM DRAIN MANHOLE HEIGHTS
 - 800.11 STORM DRAIN PRECAST CATCH BASIN FOR TYPE 1 CURB + GUTTER

- STATE OF ALASKA**
- CR-T-01.10 UNSIGNALIZED INTERSECTION STOP AND CROSSING

PROJECT SURVEY INFORMATION:

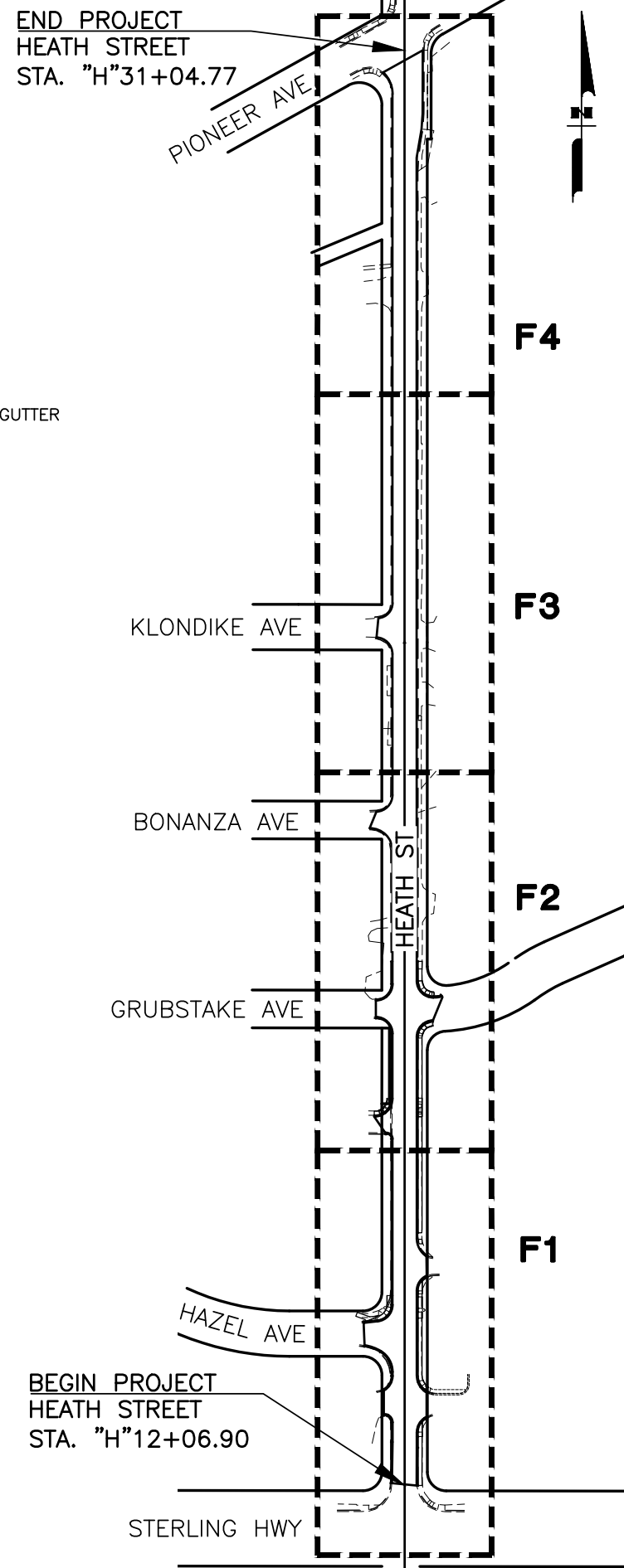
SEE SURVEY CONTROL SHEET A4.

CALL BEFORE YOU DIG!

CONTRACTOR SHALL CALL A MINIMUM OF 3 DAYS IN ADVANCE OF CONSTRUCTION

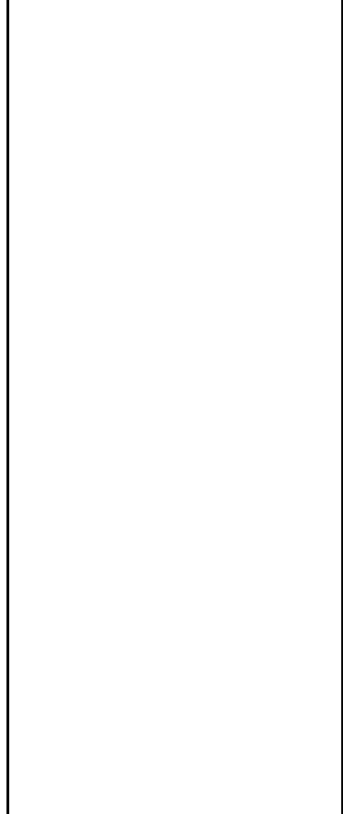
ALASKA DIGLINE... 907-278-3121 OR 800-478-3121

CALL OR GO TO WWW.AKONECALL.COM/STATEWIDE.HTM FOR MEMBER LIST OF WHO WILL BE NOTIFIED



SHEET LAYOUT

SHEET NO.	TOTAL SHEETS	
A3	A4	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION



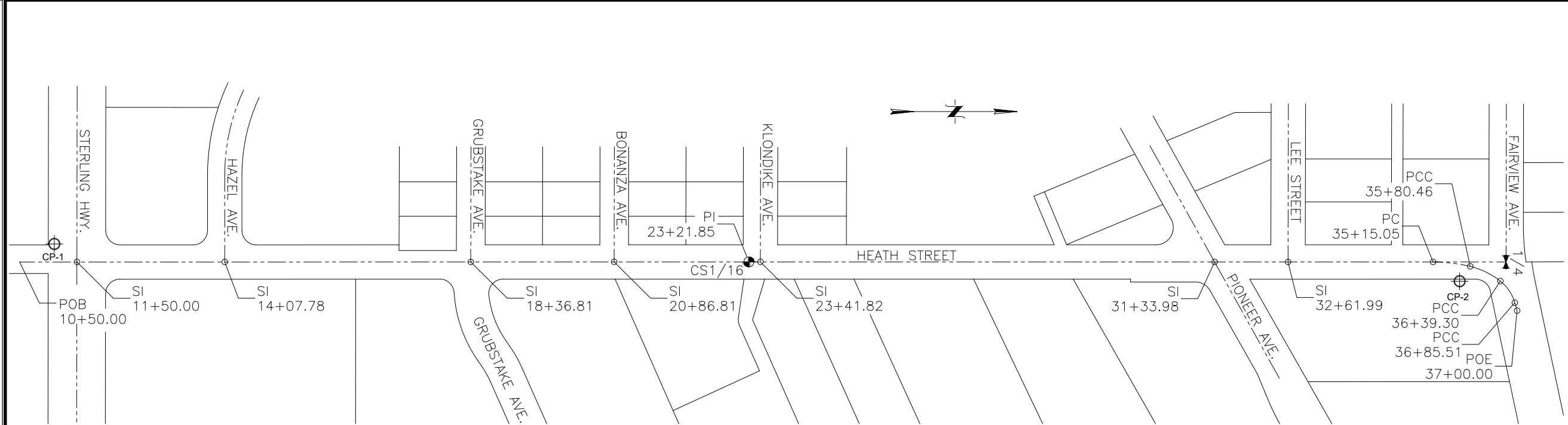
PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT



CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET

SHEET LAYOUT AND
 GENERAL NOTES

PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAFTED BY: BILL PADDOCK
 SCALE: LAYOUT A4
 DATE: 5/4/2023 12:29 PM
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SHEET NO.	TOTAL SHEETS	
A4	A4	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION

SURVEY CONTROL				
CONTROL POINT	NORTHING	EASTING	ELEVATION	DESCRIPTION
CP-1	101,318.3028	92,860.3461	37.88	PK NAIL IN SIDEWALK
CP-2	103,768.9137	92,925.4538	169.04	PK NAIL IN PAVEMENT

HEATH STREET ALIGNMENT DATA			
STATION	NORTHING	EASTING	RADIUS
POB 10+50.00	101,257.6974	92,891.8804	
SI 11+50.00	101,357.6974	92,891.8644	
SI 14+07.78	101,615.4774	92,891.8230	
SI 18+36.81	102,044.5024	92,891.7542	
SI 20+86.81	102,294.5089	92,891.7141	
PI 23+21.85	102,529.5472	92,891.6764	
SI 23+41.82	102,549.5151	92,891.6782	
SI 31+33.98	103,341.6792	92,891.7509	
SI 32+61.99	103,469.6878	92,891.7626	
PC 35+15.05	103,722.7434	92,891.7858	275.00'
PCC 35+80.46	103,787.5380	92,899.5343	136.00'
PCC 36+39.30	103,839.9993	92,925.1530	74.26'
PT 36+85.51	103,865.2605	92,962.9573	
POE 37+00.00	103,869.2373	92,976.8950	

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM PROPERLY REGISTERED AND LICENSED TO PRACTICE LAND SURVEYING IN THE STATE OF ALASKA, THAT THIS PLAT REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, THAT THE MONUMENTS SHOWN HEREON ACTUALLY EXIST AS DESCRIBED, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT TO THE BEST OF MY KNOWLEDGE.



DATE 11/8/2022 REGISTRATION NO. 7538-S

Stephen C. Smith
 REGISTERED LAND SURVEYOR

SURVEY CONTROL

BASIS OF BEARING

1. BASIS OF BEARING FOR THIS SURVEY WAS DETERMINED BY A HIGH PRECISION GPS SURVEY USING TOPCON DUAL-FREQUENCY HiPer V RECEIVERS, DIFFERENTIALLY CORRECTED AND PROCESSED WITH MAGNET OFFICE VERSION 3.1 SOFTWARE. NAD83 ALASKA STATE PLANE GRID COORDINATES (U.S. SURVEY FEET) OBTAINED FROM THE GPS OBSERVATIONS WERE BASED ON THE NGS PUBLISHED VALUES FOR FEDERAL BASE NETWORK CONTROL STATION "HOMAIR" (PID TT0155).

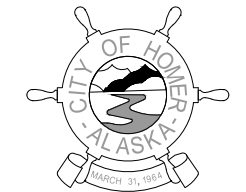
2. TRUE BEARINGS AND DISTANCES WERE DETERMINED BY ROTATING AND SCALING FROM GRID USING FEDERAL BASE NETWORK CONTROL STATION "HOMAIR" AS A SCALING POINT. TRUE BEARINGS WERE DETERMINED BY ROTATING GRID INVERSE AZIMUTHS -1°17'13.4". TRUE DISTANCES WERE OBTAINED BY DIVIDING GRID INVERSE DISTANCES BY 0.999986696.

3. THE RESULTING SCALED COORDINATES WERE TRANSLATED TO A LOCAL COORDINATE SYSTEM BASED ON FEDERAL BASE NETWORK CONTROL STATION "HOMAIR" N=100,000 E=100,000. ALL COORDINATE VALUES REPRESENT GROUND DISTANCES IN U.S. SURVEY FEET ORIENTED TO TRUE NORTH.

BASIS OF VERTICAL DATUM

BASIS OF VERTICAL DATUM FOR THIS SURVEY IS THE NAVD88 NGS PUBLISHED VALUE FOR FEDERAL BASE NETWORK CONTROL STATION "HOMAIR" (PID TT0155). ORTHOMETRIC HEIGHTS (ELEVATIONS) WERE DETERMINED FROM ELLIPSOID HEIGHTS USING GEOID12B. ELEVATIONS ARE IN U.S. SURVEY FEET.

PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT



PHONE: (907) 235-3170
 FAX: (907) 235-3145

CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET

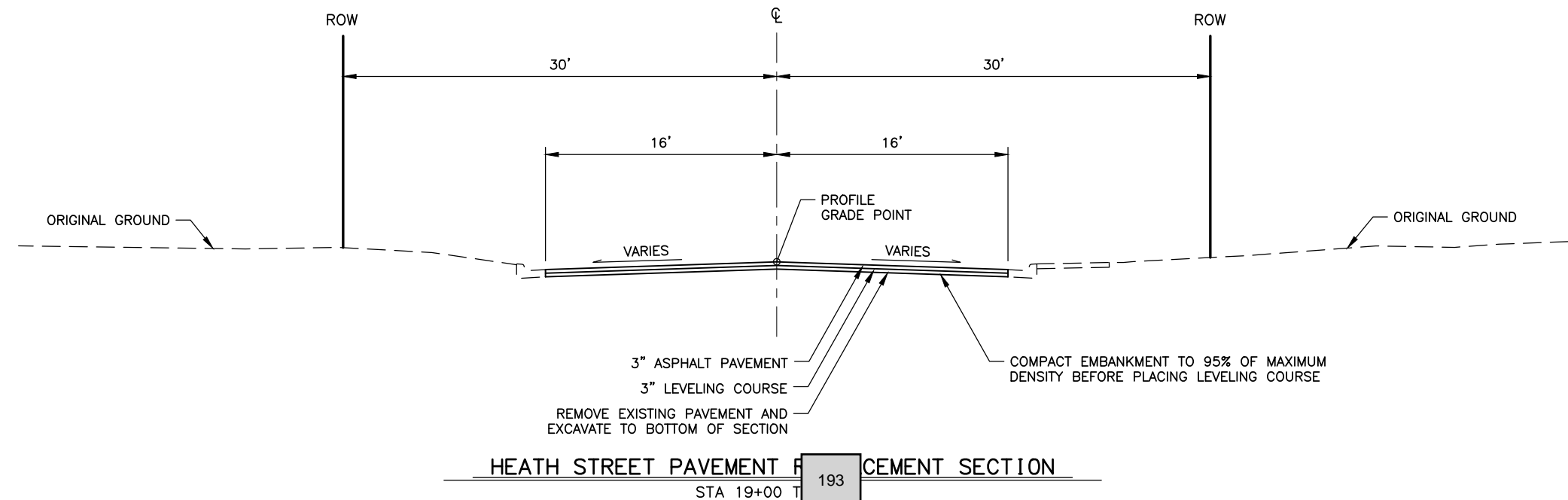
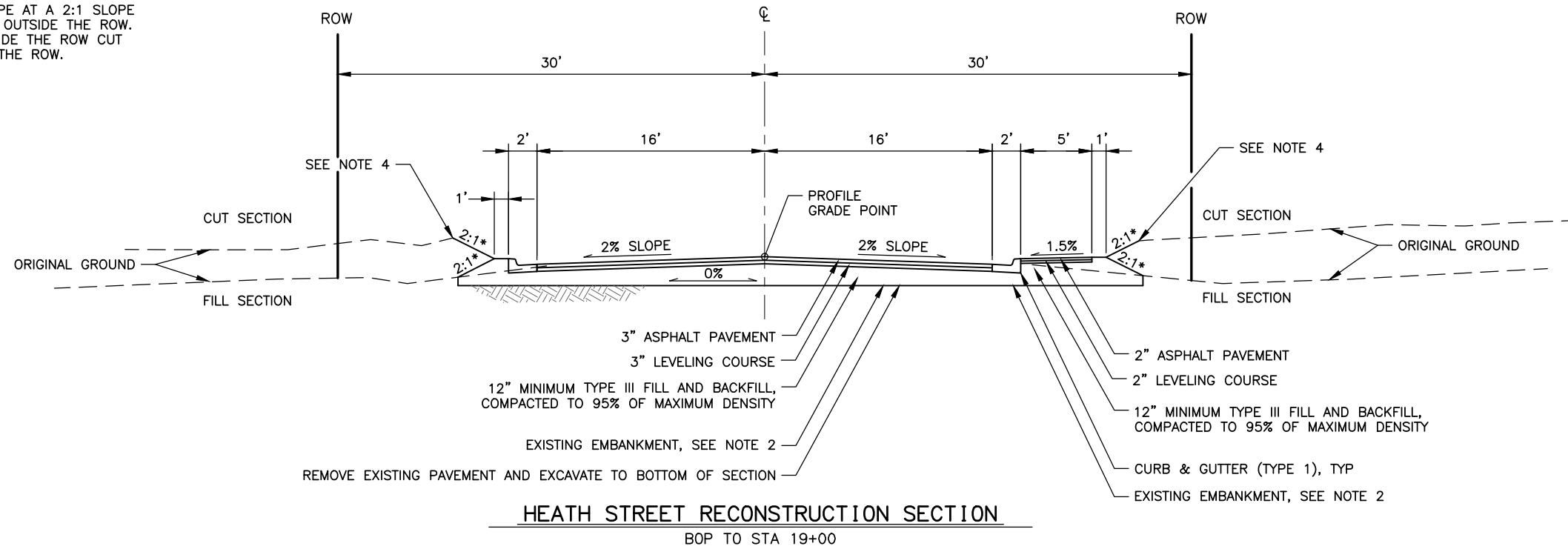
SURVEY CONTROL

PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAFTED BY: BILL PADDOCK
 SCALE: LAYOUT B1
 7/26/2023 1:52 PM
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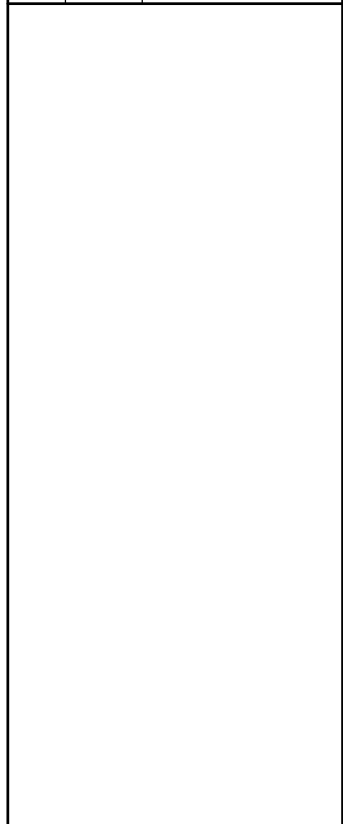
NOTES:

1. FOR EMBANKMENT FILL, PROVIDE TYPE III FILL AND BACKFILL COMPACTED TO 95% OF MAXIMUM DENSITY.
2. IF UNSUITABLE SOILS ARE ENCOUNTERED AT THE BOTTOM OF EXCAVATION, INCREASE DEPTH AS DIRECTED BY THE ENGINEER.
3. ALL REMOVED PAVEMENT SHALL BECOME PROPERTY OF THE CONTRACTOR FOR STOCKPILE OR DISPOSAL.
4. CLEAR AND GRUB CUT/FILL LOCATIONS. APPLY 4 INCHES TOPSOIL AND SEED TO ALL DISTURBED AREAS OR AS DIRECTED BY THE ENGINEER.
5. EXCAVATION AND BACKFILL OF ROADWAY SECTION SHALL END AT THE LIP OF CURB EXTENDED. CURB RETURN ACROSS DRIVEWAYS AND APPROACHES SHALL ONLY RECEIVE EXCAVATION AND PLACEMENT OF 2" LEVELING COURSE AND 2" ASPHALT PAVEMENT.

* CUT OR FILL BACKSLOPE AT A 2:1 SLOPE UNLESS CATCH POINT IS OUTSIDE THE ROW. IF CATCH POINT IS OUTSIDE THE ROW CUT OR FILL BACKSLOPE TO THE ROW.



SHEET NO.		TOTAL SHEETS
B1		B1
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION



PLANS DEVELOPED BY:
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 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT



PHONE: (907) 235-3170
 FAX: (907) 235-3145



CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET

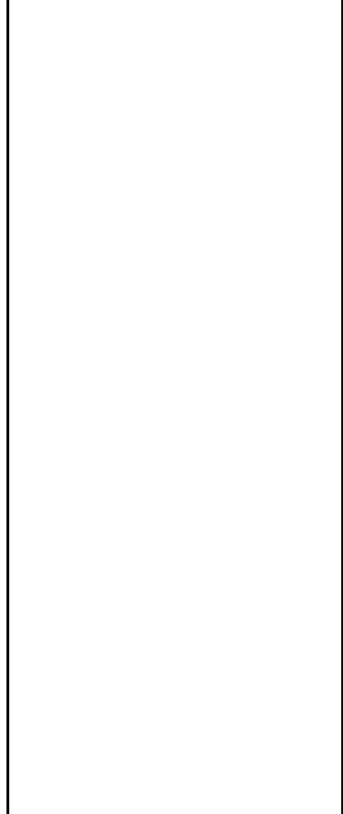
TYPICAL SECTIONS

PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAWING LOCATION
 Z:\PROJECTS\00710.ctb of homer. term contract 2022\22-04 health street\DWGS\C\Sheets\00710_22-04_C1_E00.dwg 9/1/2023 7:55 AM
 DRAFTED BY: BILL PADDOCK
 SCALE
 LAYOUT C1

ESTIMATE OF QUANTITIES				
ITEM NO.	SPEC. NO.	WORK DESCRIPTION	UNIT	ESTIMATED QUANTITY
A-1	101	MOBILIZATION AND DEMOBILIZATION	LS	1
A-2	102	CONSTRUCTION SURVEYING	LS	1
A-3	103	TRAFFIC MAINTENANCE	LS	1
A-4	202	CLEARING AND GRUBBING	LS	1
A-5	203	REMOVAL OF OBSTRUCTIONS	LS	1
A-6	204	EXCAVATION	CY	2,836
A-7	205	TYPE III FILL AND BACKFILL	TON	4,232
A-8	206	LEVELING COURSE	TON	1,215
A-9	219	REMOVE EXISTING PAVEMENT	SY	7,933
A-10	221	RECONSTRUCT APPROACH	EA	5
A-11	221	RECONSTRUCT DRIVEWAY	EA	4
A-12	302	CURB AND GUTTER, ALL TYPES	LF	1,287
A-13	306	P.C.C. CURB RAMP	EA	9
A-14	306	DETECTABLE WARNINGS	EA	6
A-15	401	ASPHALT PAVEMENT	TON	1,275
A-16	402	PAINTED TRAFFIC MARKINGS	LS	1
A-17	512	ADJUST MANHOLE RING	EACH	14
A-18	604	FURNISH AND INSTALL FIRE HYDRANT ASSEMBLY (OWNER FURNISHED)	EA	2
A-19	607	ADJUST VALVE BOX TO FINISH GRADE	EA	12
A-20	707	FURNISH & INSTALL STANDARD SIGN	EA	12
A-21	707	REMOVE AND RELOCATE SIGNS	EA	5
A-22	708	SEEDING (TYPE I)	MSF	3
A-23	710	TOPSOIL (4" DEPTH)	MSF	3
A-24	808	ADJUST CATCH BASIN TO FINISH GRADE	EA	5
A-25	809	REMOVE AND REPLACE CATCH BASIN FRAME AND GRATE	EA	1
A-26	8002	TRENCH AND BACKFILL (2' X 3')	LF	190
A-27	8004	SIGNAL POLE FOUNDATION	EA	2
A-28	8005	SIGNAL POLE	EA	2
A-29	8007	GRC STEEL CONDUIT (2")	LF	195
A-30	8008	JUNCTION BOX (TYPE 1A)	EA	2
A-31	8010	3 CONDUCTOR, #8 AWG XHHW-2	LF	135
A-32	8010	2 CONDUCTOR, #14 AWG XHHW-2	LF	160
A-33	8010	1 CONDUCTOR, #8 AWG	LF	195
A-34	8017	RECTANGULAR RAPID FLASHING BEACON	EA	1
A-35	9001	STORM WATER POLLUTION PREVENTION PLAN, TYPE 3	LS	1

TABLE OF ESTIMATING FACTORS		
ITEM NO.	ITEM DESCRIPTION	ESTIMATING FACTOR
205	TYPE III FILL AND BACKFILL	144 LBS. / C.F.
206	LEVELING COURSE	144 LBS. / C.F.
401	ASPHALT PAVEMENT	151 LBS. / C.F.

SHEET NO.	TOTAL SHEETS	
C1	C1	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION



PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT



CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET
 ESTIMATE OF QUANTITIES

PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAFTING LOCATION
 Z:\PROJECTS\00710.city of homer. term contract 2022\22-04 health street\DWGS\C\Sheets\00710_22-04-D1_SUM_TBL.S.dwg 8/25/2023 2:28 PM
 DRAFTER BY: BILL PADDOCK
 SCALE
 LAYOUT D1

**SPEC NO. 203
REMOVAL OF OBSTRUCTIONS**

SHEET	BEGIN		END		REMARKS
	STATION	OFFSET	STATION	OFFSET	
F1	12+07	17' RT	12+97	30' RT	CURB AND GUTTER
F1	12+10	18' LT	13+00	27' LT	CURB AND GUTTER
F1	13+31	30' RT	14+83	30' RT	CURB AND GUTTER
F1	13+34	28' LT	13+91	53' LT	CURB AND GUTTER
F1-F2	14+24	53' LT	16+72	25' LT	CURB AND GUTTER
F1	14+38	28' LT			CURB RAMP
F1-F2	15+11	30' RT	18+21	37' RT	CURB AND GUTTER
F1	15+30	24' RT			FIRE HYDRANT
F2	17+03	25' LT			CURB RAMP
F2	17+04	18' RT			CURB RAMP
F2	18+14	24' RT			CURB RAMP
F2	18+50	38' LT	19+00	18' LT	CURB AND GUTTER
F2	18+54	45' RT	19+00	17' RT	CURB AND GUTTER
F2	18+56	31' RT			CURB RAMP
F2	18+67	25' RT	18+90	45' RT	33' OF GUARDRAIL
F3	22+22	25' RT			FIRE HYDRANT

**SPEC NO. 306
PCC CURB RAMP & DETECTABLE WARNINGS**

SHEET	STATION	OFFSET	PARALLEL	UNIDIRECTIONAL	DETECTABLE WARNING	REMARKS
F1	12+91.49	23.50' RT		1		
F1	13+36.02	24.32' RT	1			
F1	14+38.88	18.00' RT	1		1	
F1	14+39.53	19.06' LT	1		1	
F1	14+78.16	23.50' RT		1		
F2	17+02.71	18.00' RT	1		1	
F2	17+03.06	24.44' LT	1		1	
F2	18+14.06	23.69' RT	1		1	
F2	18+56.24	29.20' RT	1		1	
		TOTAL:	7			
		TOTAL:		2		
		TOTAL:			6	

NOTE: SEE DETAILS FOR STATION AND OFFSET REFERENCE POINT.

**SPEC NO. 221
RECONSTRUCT DRIVEWAY/APPROACH**

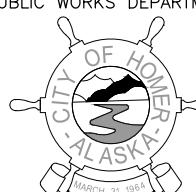
SHEET	STATION	OFFSET	REMARKS
F1	13+14.74	RT	SEE GRADING PLANS FOR LAYOUT
F1	13+15.60	LT	SEE GRADING PLANS FOR LAYOUT
F1	14+07.51	LT	SEE GRADING PLANS FOR LAYOUT
F1	14+95.90	RT	SEE GRADING PLANS FOR LAYOUT
F2	16+84.05	LT	SEE GRADING PLANS FOR LAYOUT
F2	18+37.14	RT	SEE GRADING PLANS FOR LAYOUT
F2	18+37.14	LT	SEE GRADING PLANS FOR LAYOUT
F2	20+86.80	LT	SEE GRADING PLANS FOR LAYOUT
F3	23+40.87	LT	SEE GRADING PLANS FOR LAYOUT
	TOTAL:	9	

**SPEC NO. 607
ADJUST VALVE BOX TO FINISH GRADE**

SHEET	STATION	OFFSET	REMARKS
F1	12+24.93	5.09' RT	
F1	14+20.89	25.39' LT	
F2	18+11.63	5.50' RT	
F2	18+16.52	6.52' RT	
F2	18+22.36	28.84' LT	
F2	18+26.08	4.81' RT	
F2	20+61.34	4.83' RT	
F2	21+02.33	8.79' LT	
F2	21+11.88	5.29' RT	
F3	23+11.21	12.55' RT	
F3	23+51.88	26.26' LT	
F3	23+61.69	12.86' RT	
	TOTAL:	12	

SHEET NO.	TOTAL SHEETS	
D1	D1	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION

PLANS DEVELOPED BY:
KINNEY ENGINEERING, LLC
FOR
CITY OF HOMER, ALASKA
PUBLIC WORKS DEPARTMENT



PHONE: (907) 235-3170
FAX: (907) 235-3145

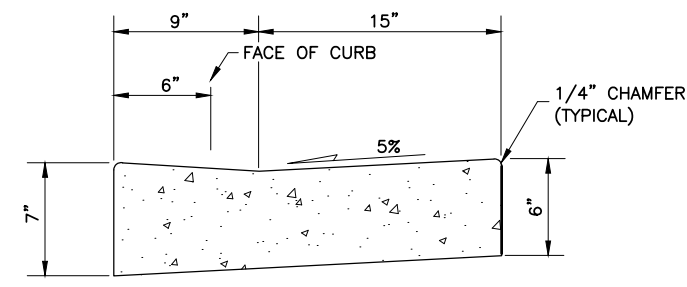


CITY OF HOMER
PAVEMENT RESTORATION
HEATH STREET

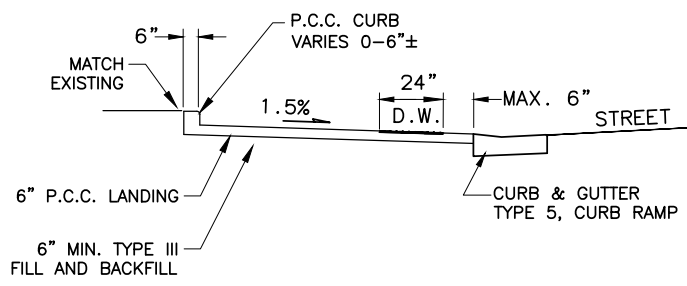
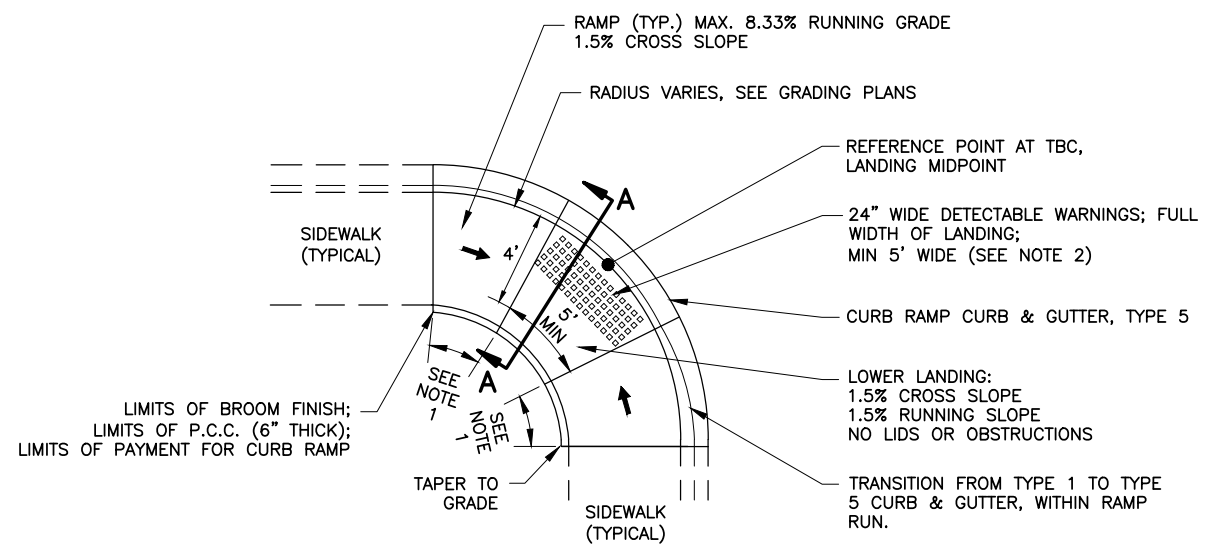
SUMMARY TABLES

PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAFTING LOCATION
 DRAFTED BY: BILL PADDOCK
 SCALE
 LAYOUT E1
 6/14/2023 10:25 AM
 Z:\PROJECTS\00710.city of homer. term contract 2022\22-04 heath street\DWGS\C\Sheets\00710_22-04_E1-E4_DETAILS.dwg

SHEET NO.	TOTAL SHEETS	
E1	E4	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION



CURB RAMP CURB & GUTTER, TYPE 5

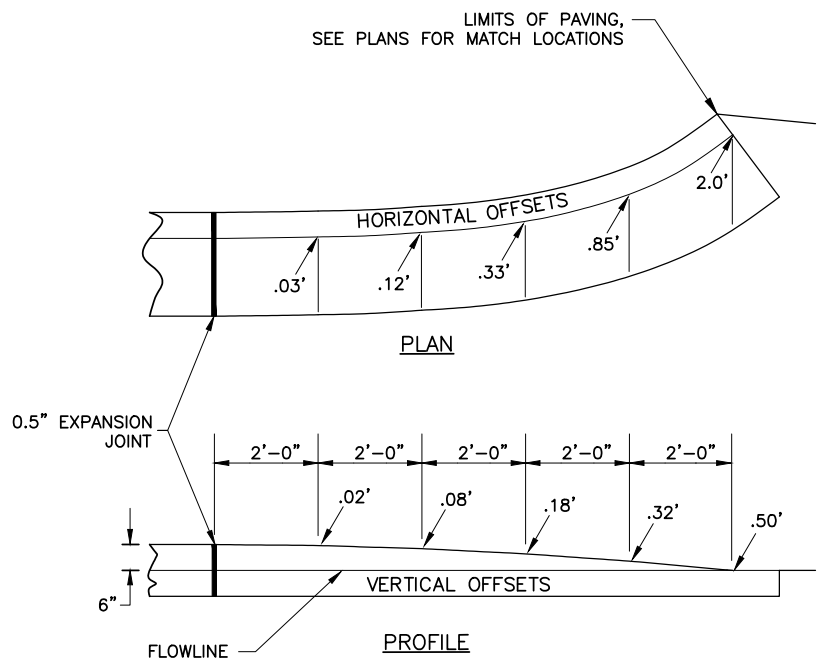


SECTION AA

PARALLEL CURB RAMP

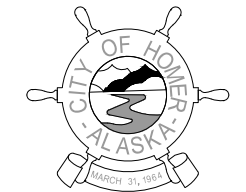
NOTES:

1. RAMP LENGTHS SHALL NOT EXCEED 15' OR AS DIRECTED BY THE ENGINEER. SEE PLANS AND SUMMARY TABLES.
2. INSTALL DETECTABLE WARNINGS (D.W.) IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS AND THESE DRAWINGS. SET DETECTABLE WARNINGS SO THAT THE FIELD AREA AT THE BASE OF THE DOMES IS FLUSH WITH THE SURROUNDING CONCRETE. NO LIP IS ALLOWED AT THE EDGE OF THE DETECTABLE WARNINGS.
3. CONSTRUCT RAMPS AND LANDINGS WITH A BROOM FINISH PERPENDICULAR TO CURB.



CURB AND GUTTER TERMINATION TRANSITION

PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT



PHONE: (907) 235-3170
 FAX: (907) 235-3145

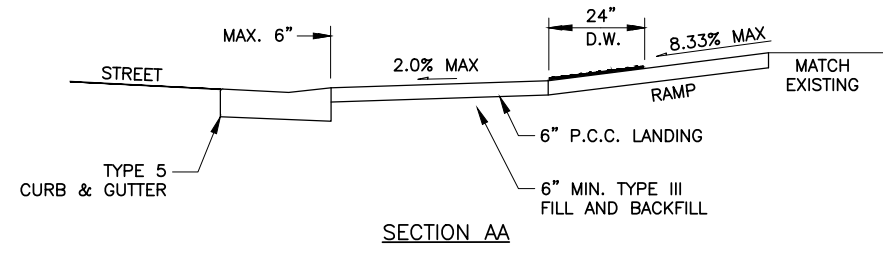
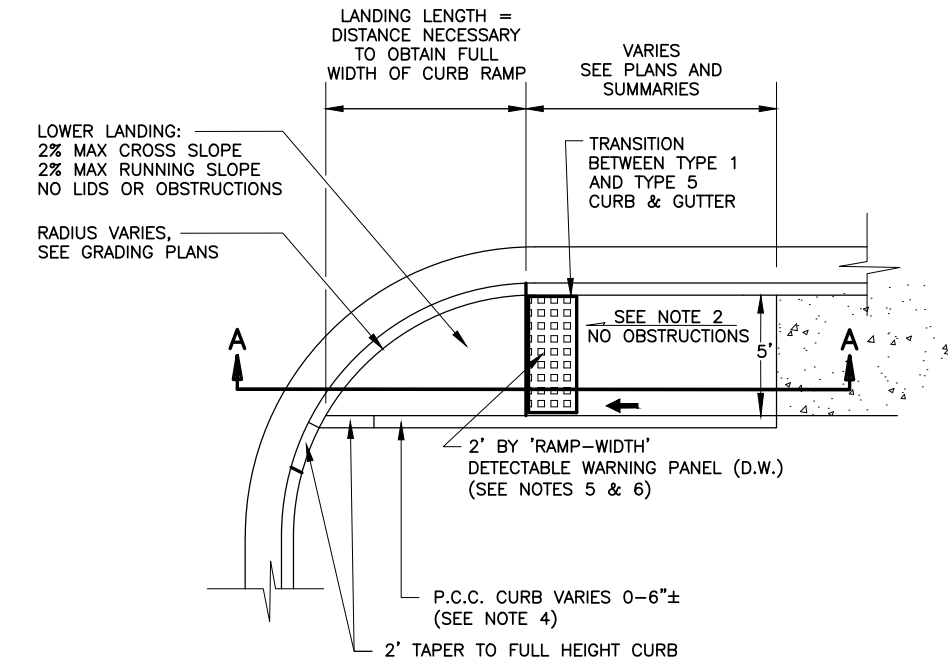


CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET

DETAILS

PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAWING LOCATION
 Z:\PROJECTS\00710.city of homer. term contract 2022\22-04 heath street\DWGS\C\Sheets\00710_22-04_E1-E4_DETAILS.dwg 6/14/2023 10:25 AM
 DRAFTED BY: BILL PADDOCK
 SCALE
 LAYOUT E2

SHEET NO.	TOTAL SHEETS	
E2	E4	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION

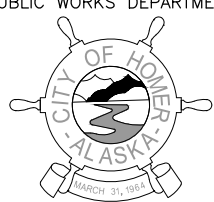


UNIDIRECTIONAL CURB RAMP


UNIDIRECTIONAL NOTES:

1. CONSTRUCT UNIDIRECTIONAL RAMPS AND LANDINGS WITH A BROOM FINISH PERPENDICULAR TO THE LONG DIRECTION OF THE RAMP.
2. CONTRACTOR SHALL CONSTRUCT THE RAMP PORTION OF THE CURB RAMP WITH A 1.5% MINIMUM AND 2% MAXIMUM CROSS SLOPE WITH NO MANHOLES, UTILITY JUNCTION BOXES, OR OTHER OBSTRUCTIONS. THE RUNNING SLOPE IS 8.33% MAXIMUM, BUT SHALL NOT REQUIRE THE RAMP LENGTH TO EXCEED 15 FEET.
3. CONTRACTOR SHALL CONSTRUCT LANDINGS WITH A MAXIMUM 2% RUNNING SLOPE AND MAXIMUM 2% CROSS SLOPE.
4. CONTRACTOR SHALL CONSTRUCT P.C.C. CURB BEHIND LANDING AND RAMPS WHERE SHOWN OR AS DIRECTED BY THE ENGINEER. P.C.C. CURB IS INCIDENTAL TO CURB RAMP AND NO ADDITIONAL PAYMENT WILL BE MADE.
5. DO NOT INSTALL DETECTABLE WARNINGS AT DRIVEWAYS.
6. CONTRACTOR SHALL INSTALL 24 INCH DETECTABLE WARNINGS I.A.W. MANUFACTURERS' RECOMMENDATIONS AND THE DRAWINGS. DETECTABLE WARNINGS SHALL BE INSTALLED IAW MANUFACTURERS RECOMMENDATIONS. D.W. SHALL EXTEND THE FULL WIDTH OF THE LANDING. INSTALL D.W. SO THAT THE FIELD AREA AT THE BASE OF THE DOMES IS FLUSH WITH THE SURROUNDING CONCRETE. ALLOW NO LIPS AT EDGE OF THE D.W. OR FLOW LINE. D.W. SHALL BE FEDERAL YELLOW, OR APPROVED EQUAL. WHERE POSSIBLE, FINISHED EDGES WILL BE PLACED ON THE OUTER BOUNDARIES OF THE D.W.

PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
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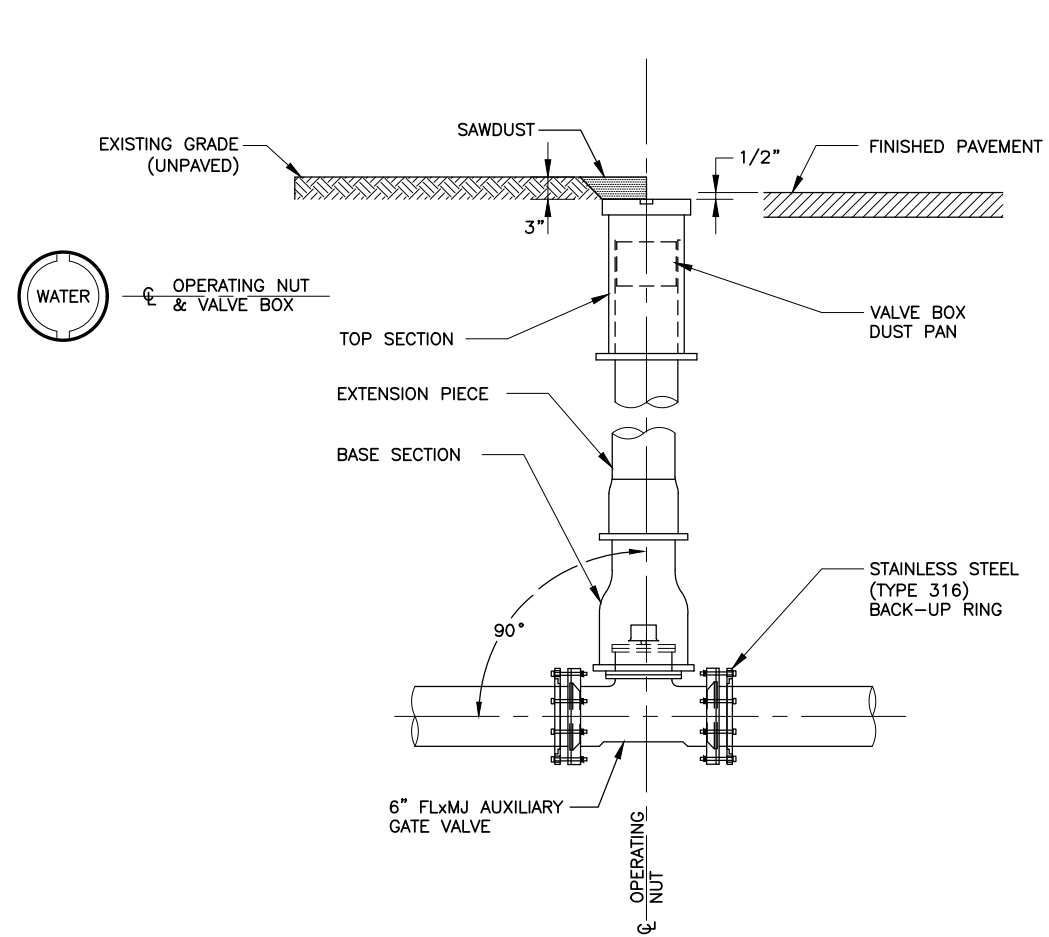
PHONE: (907) 235-3170
 FAX: (907) 235-3145



CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET

DETAILS

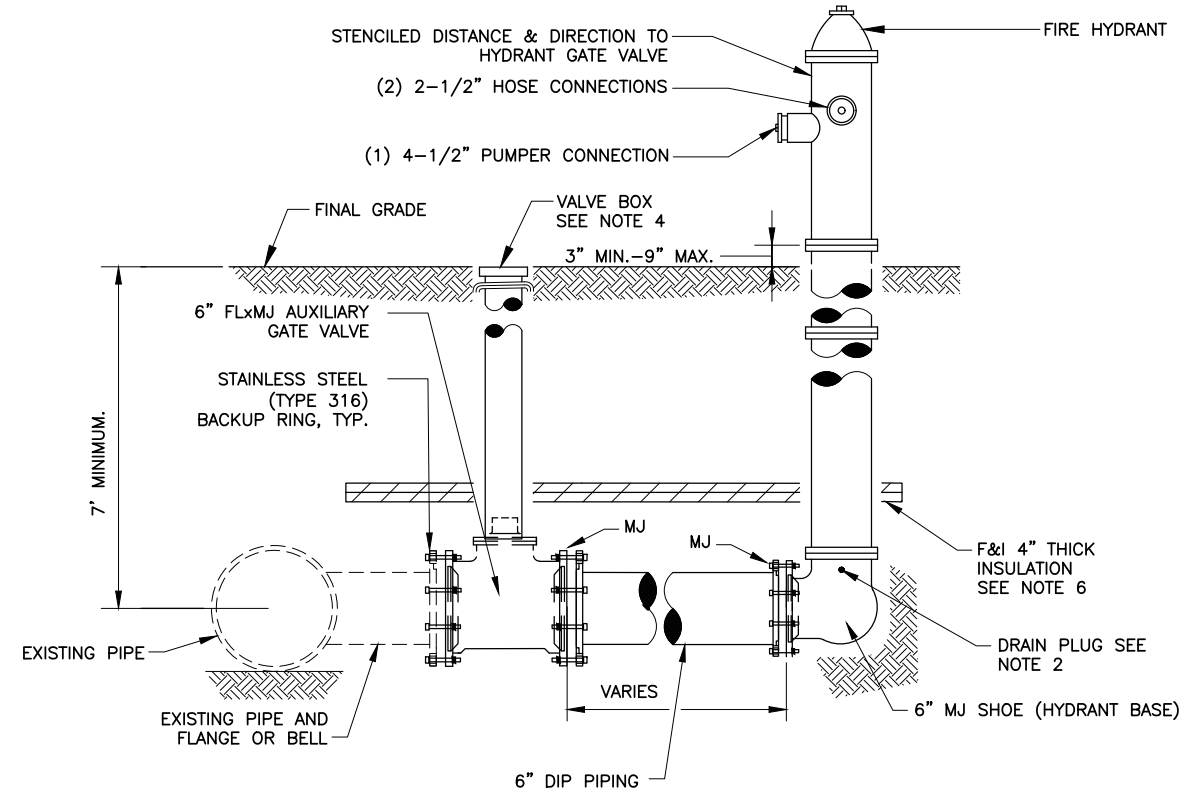
PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAFTED BY: BILL PADDOCK
 SCALE: LAYOUT E3
 DATE: 6/14/2023 10:25 AM
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VALVE INSTALLATION NOTES:

1. LID AND TOP SECTION SHALL BE MUELLER MVB DUCTILE IRON ADJUSTABLE TOP OR APPROVED EQUAL.
2. EXTENSION PIECE AND BASE SECTION SHALL BE MUELLER MVB COMPOSITE OR APPROVED EQUAL.
3. VALVE BOX DUST PAN SHALL BE THE PRODUCT OF THE VALVE BOX MANUFACTURER.
4. FURNISH AND INSTALL RUBBER GASKET/NSF 61 BETWEEN ALL FLANGES.

TYPICAL VALVE & VALVE BOX ASSEMBLY DETAIL



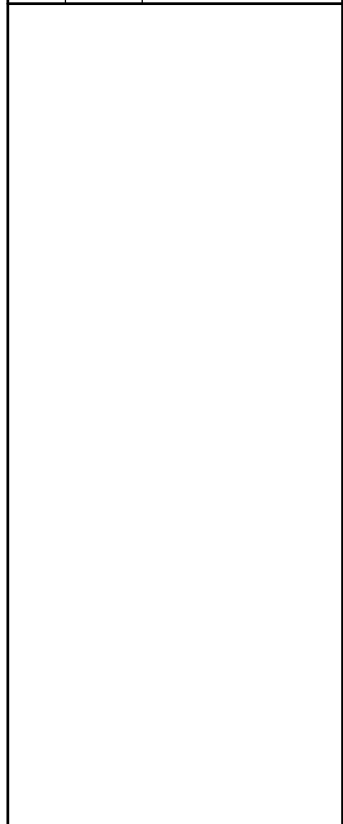
HYDRANT INSTALLATION NOTES:

1. HYDRANT BARREL SHALL BE INSTALLED PLUMB AND THE LEG SHALL BE INSTALLED LEVEL.
2. DRAIN PLUG SHALL BE INSTALLED BY CONTRACTOR.
3. ALL HYDRANTS SHALL BE PAINTED CATERPILLAR YELLOW.
4. AUXILIARY GATE VALVE & VALVE BOX SHALL BE INSTALLED TO ELEVATION ACCORDING TO DETAIL FOR TYPICAL VALVE & VALVE BOX ASSEMBLY. USE MUELLER MVB COMPOSITE VALVE BOX WITH MUELLER MVB DUCTILE IRON ADJUSTABLE TOP OR APPROVED EQUAL.
5. FURNISH AND INSTALL RUBBER GASKET/NSF 61 BETWEEN ALL FLANGES.
6. 4" (R-20 EQUIVALENT) EXTRUDED POLYSTYRENE, 60 PSI, RIGID BOARD INSULATION. 4' WIDE CENTERED OVER THE PIPE WITH STAGGERED INSULATION SEAMS. INSTALL ENTIRE LENGTH FROM THE MAIN TO THE HYDRANT SHOE, INCLUDING AROUND THE VALVE BOX BASE AND EXTENSION. RIGID BOARD INSULATION IS SUBSIDIARY TO FIRE HYDRANT PAY ITEM.

SINGLE PUMPER 'L' BASE HYDRANT ASSEMBLY DETAIL

(OWNER FURNISHED)

SHEET NO.	TOTAL SHEETS	
E3	E4	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION



PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT

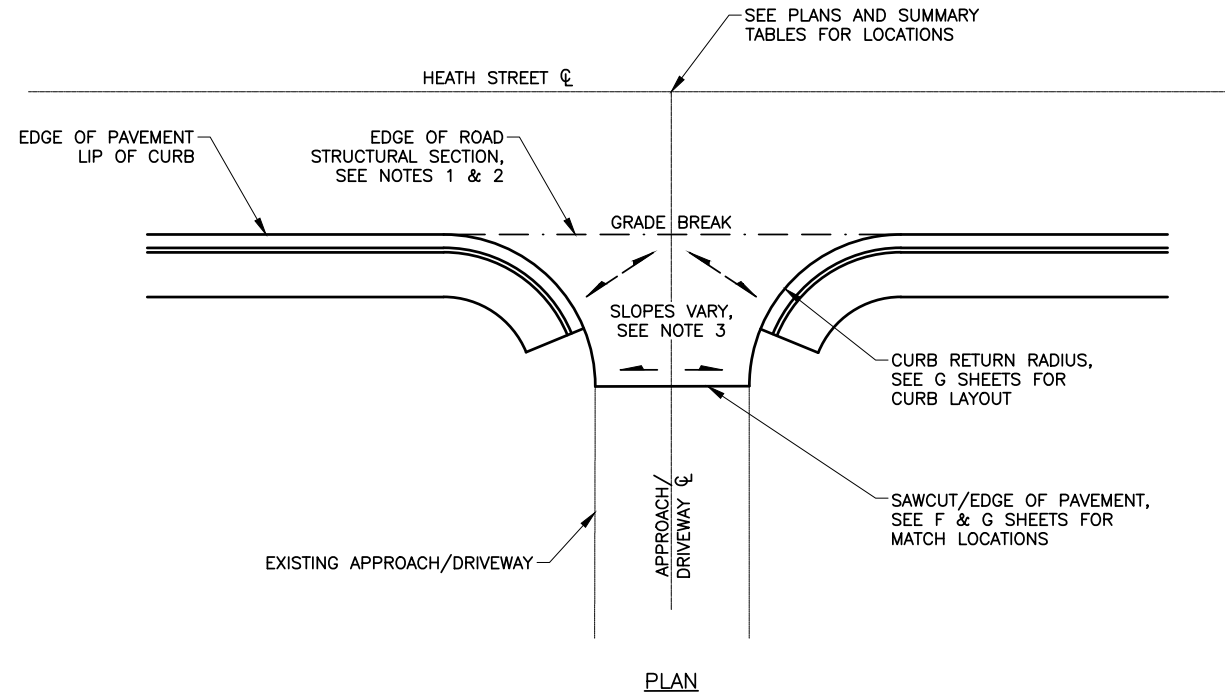


CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET

DETAILS

PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAWING LOCATION
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 SCALE
 LAYOUT E4

DRAFTED BY
 BILL PADDOCK

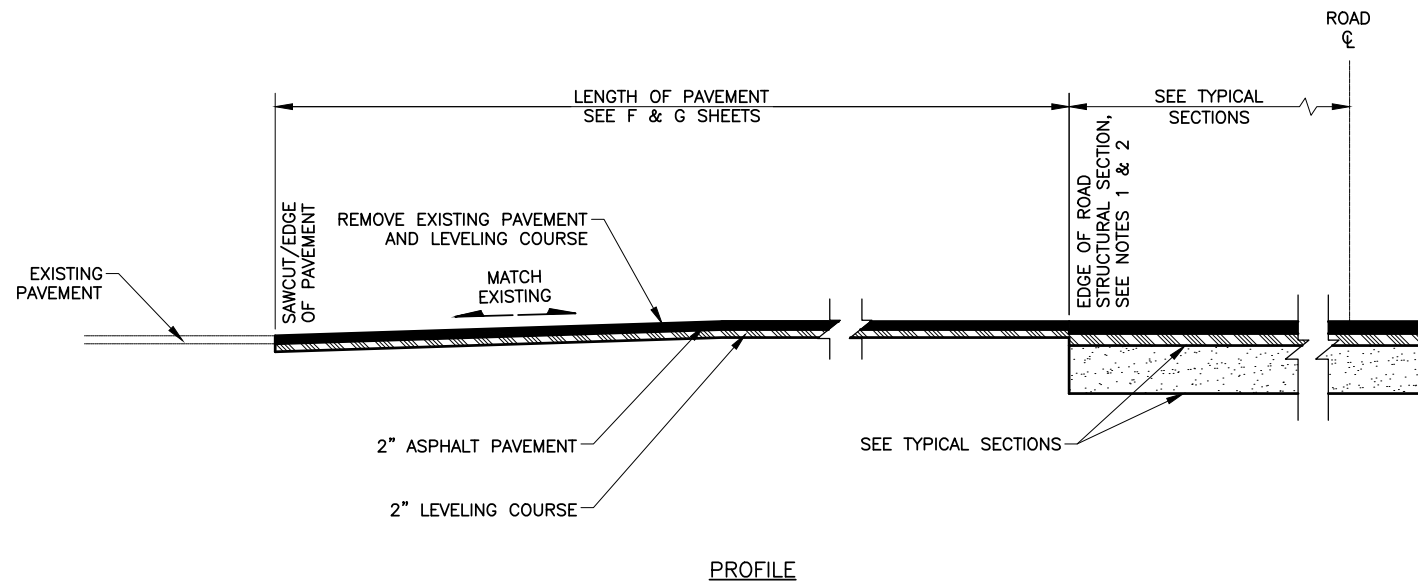


PLAN

APPROACH/DRIVEWAY DETAIL

NOTES:

1. MAINTAIN 2% CROWN ON HEATH STREET FOR 16 FOOT ROAD WIDTH PER TYPICAL SECTIONS AT APPROACH/DRIVEWAY INTERSECTIONS.
2. EXCAVATION AND BACKFILL OF ROADWAY SECTION SHALL END AT THE LIP OF CURB EXTENDED (GRADE BREAK). TRANSITION EXCAVATION/BACKFILL FROM UNDER THE SIDEWALKS ACROSS THE APPROACH/DRIVEWAY.
3. CONSISTENTLY WARP APPROACH/DRIVEWAY PAVEMENT AS NEEDED CONSTRUCT CURB LAYOUT AND EXISTING MATCH LOCATIONS AS SHOWN ON GRADING PLANS.



PROFILE

APPROACH/DRIVEWAY TRANSITION

SHEET NO.	TOTAL SHEETS	
E4	E4	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION

PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT



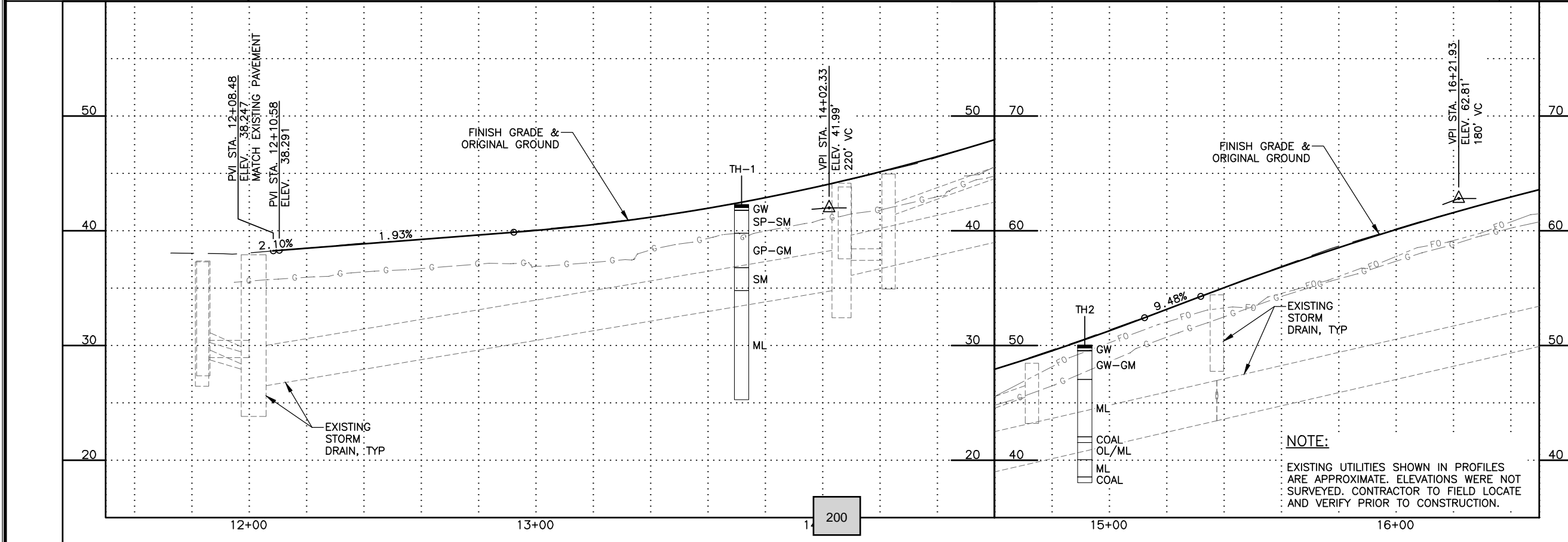
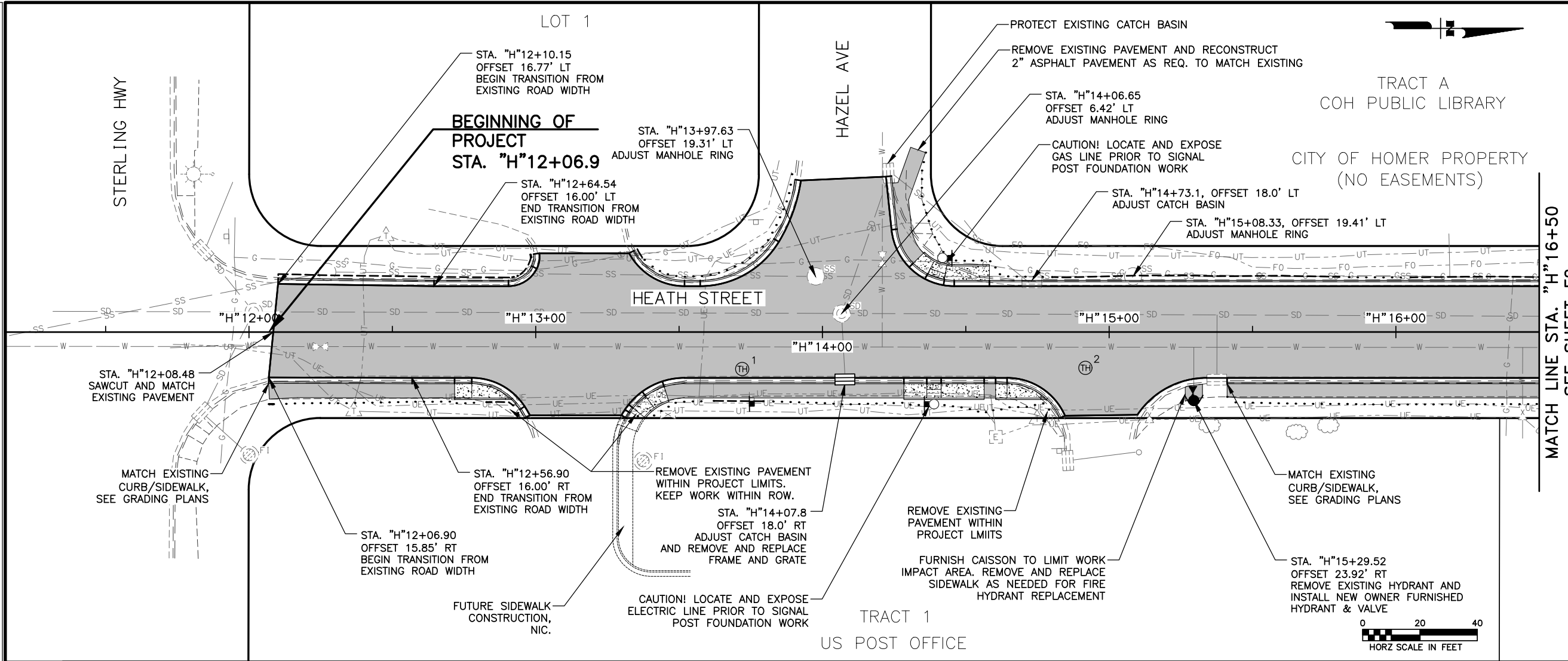
PHONE: (907) 235-3170
 FAX: (907) 235-3145



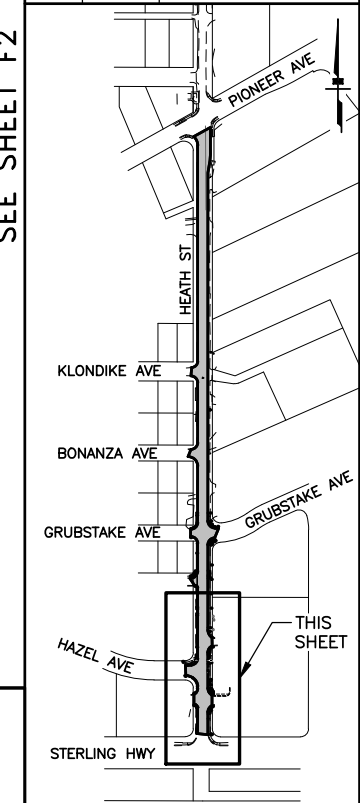
CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET

DETAILS

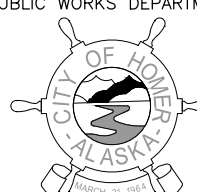
PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAFTED BY: BILL PADDOK
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 LAYOUT: F1
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SHEET NO.	TOTAL SHEETS	
F1	F4	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION



PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT

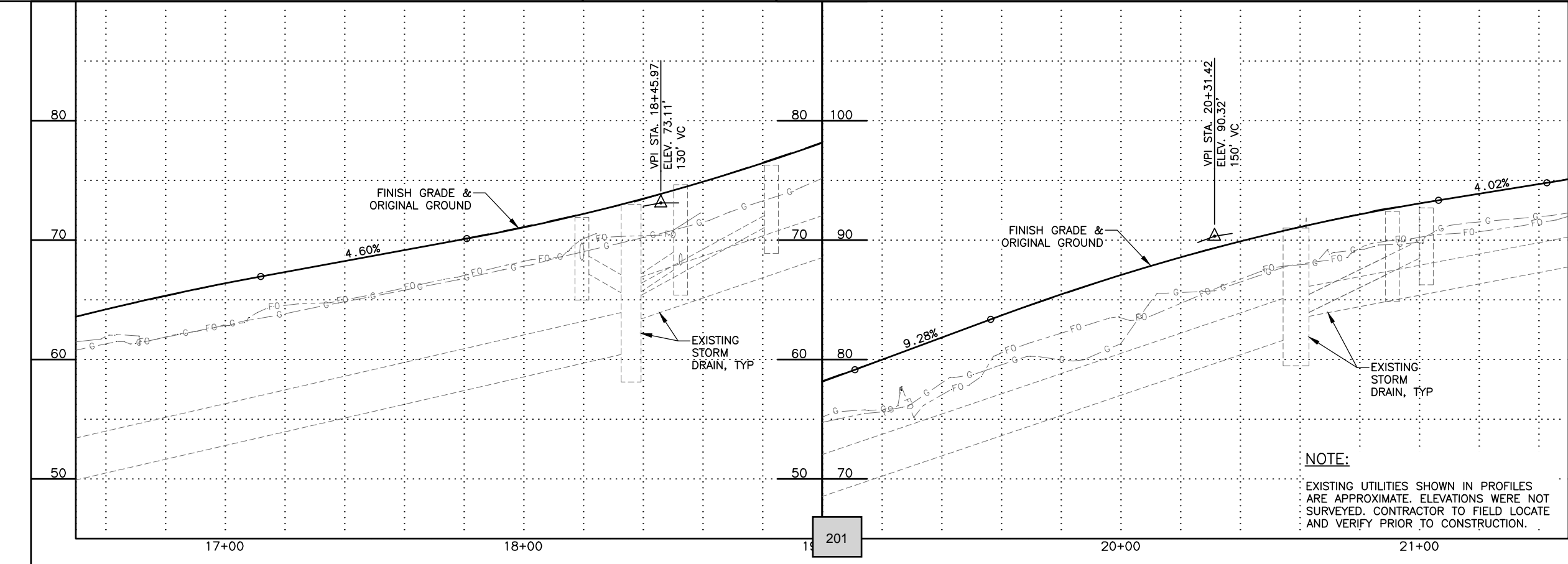
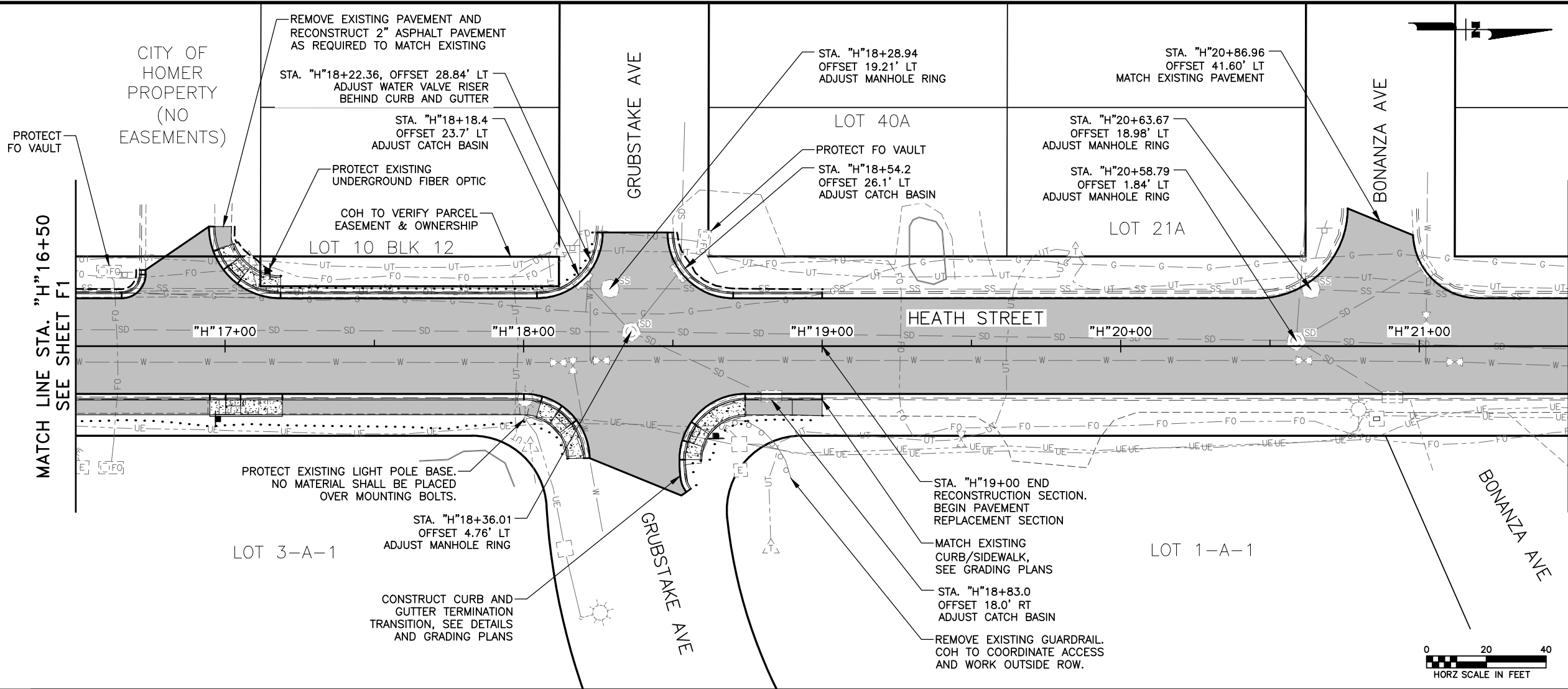


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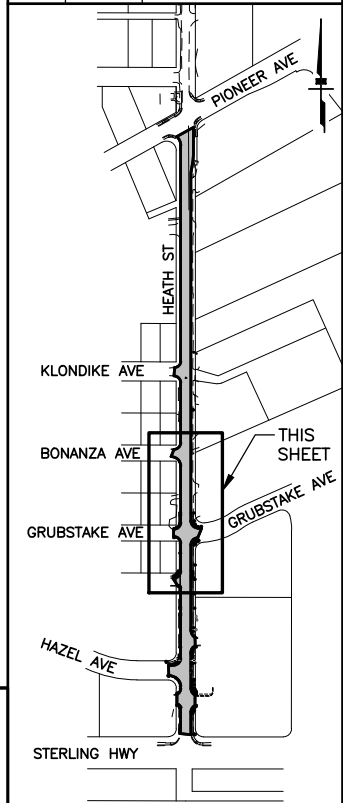


CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET
 HAZEL AVE CROSSING ALT 1
 PLAN AND PROFILE
 BOP TO
 STA. "H"16+50

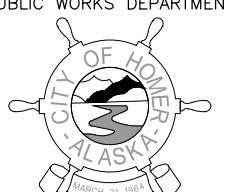
PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
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 SCALE
 LAYOUT F2
 DRAFTED BY
 BILL PADDOCK



SHEET NO.		TOTAL SHEETS	
F2		F4	
ADDENDUM NO.			
ATTACHMENT NO.			
REVISIONS			
NO.	DATE	DESCRIPTION	



PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT



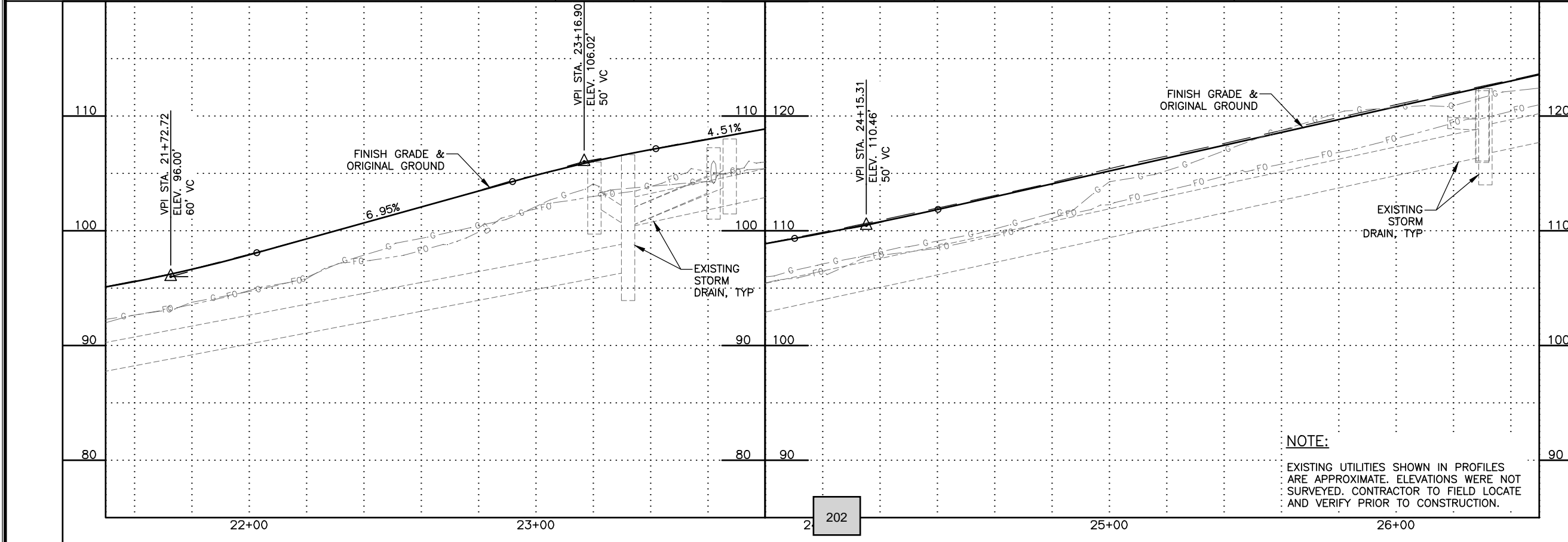
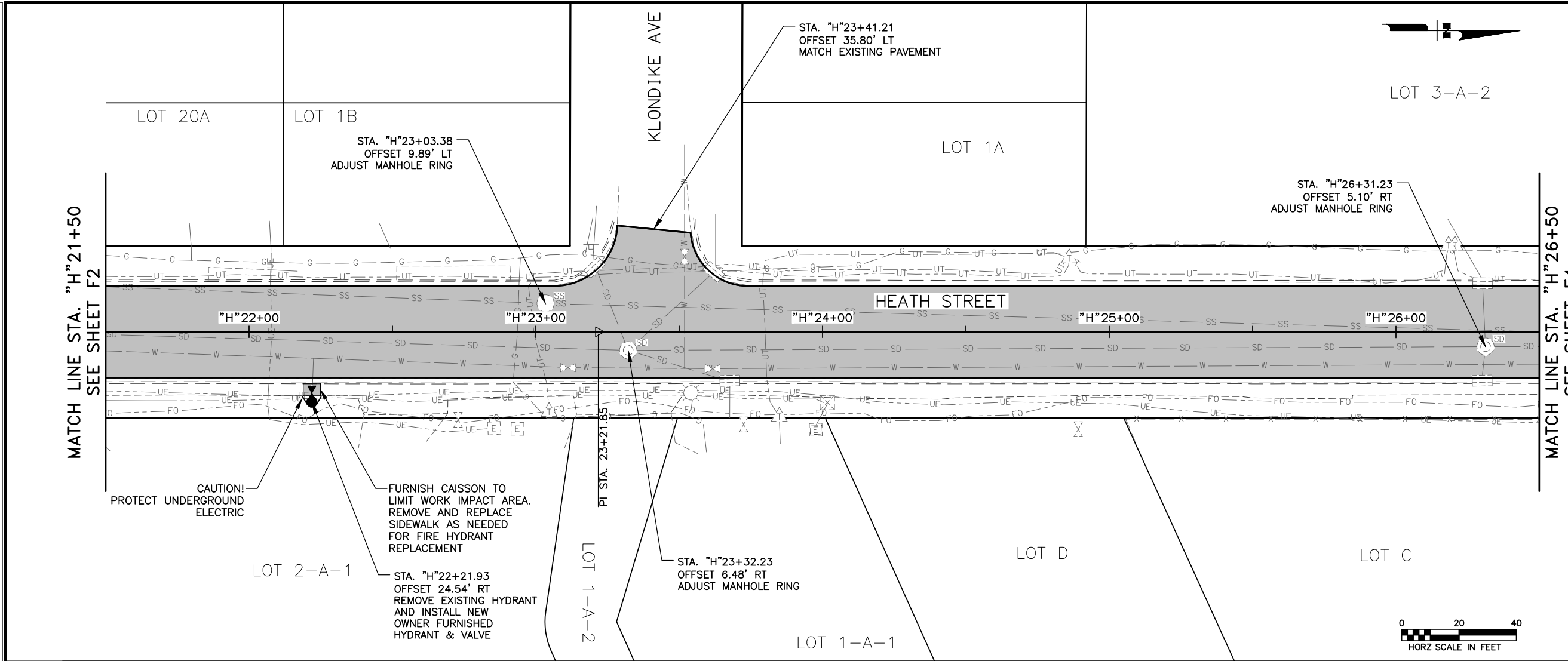
PHONE: (907) 235-3170
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CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET

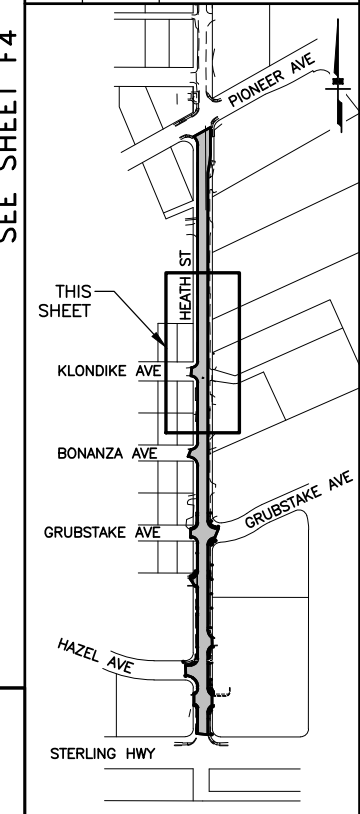
PLAN AND PROFILE
 STA. "H"16+50 TO
 STA. "H"21+50

PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
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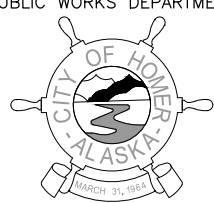


NOTE:
 EXISTING UTILITIES SHOWN IN PROFILES ARE APPROXIMATE. ELEVATIONS WERE NOT SURVEYED. CONTRACTOR TO FIELD LOCATE AND VERIFY PRIOR TO CONSTRUCTION.

SHEET NO.		TOTAL SHEETS	
F3		F4	
ADDENDUM NO.			
ATTACHMENT NO.			
REVISIONS			
NO.	DATE	DESCRIPTION	



PLANS DEVELOPED BY:
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 FOR
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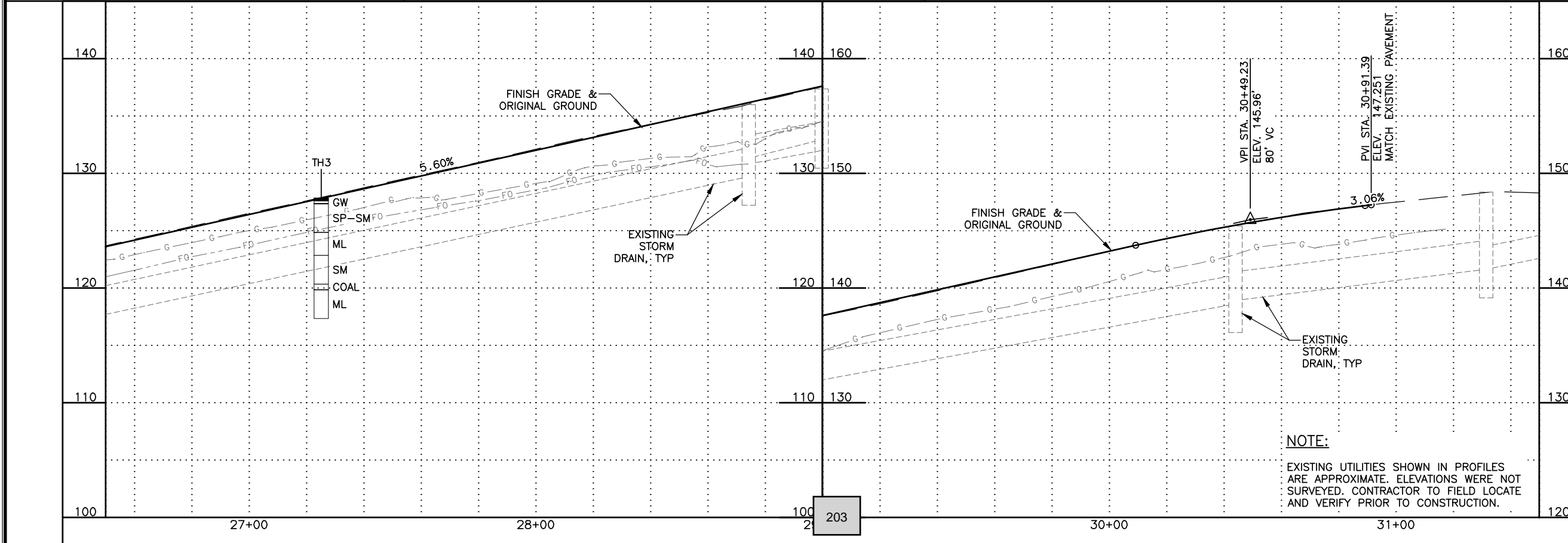
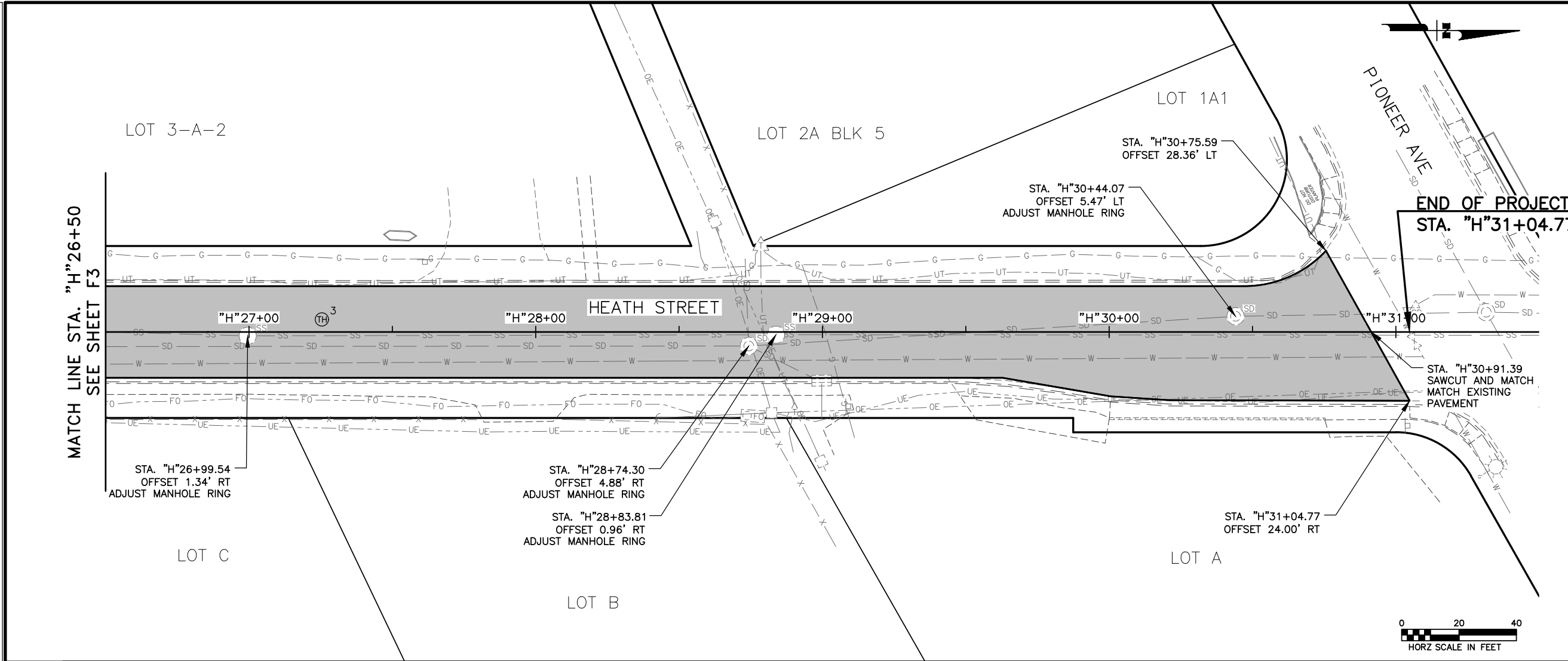
PHONE: (907) 235-3170
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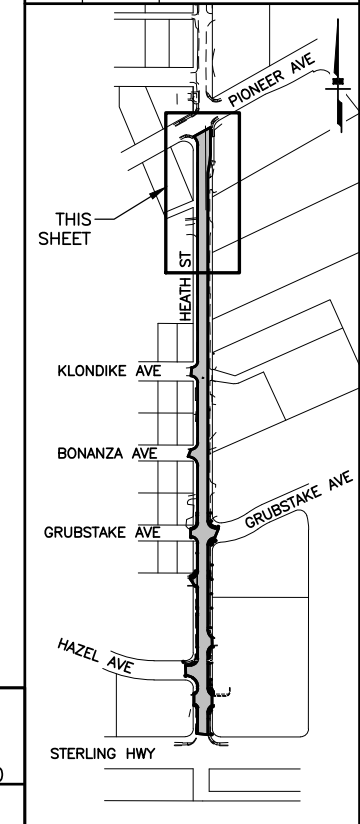
CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET

PLAN AND PROFILE
 STA. "H"21+50 TO
 STA. "H"26+50

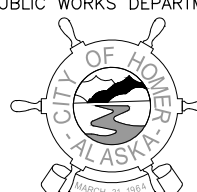
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 DRAFTED BY: BILL PADDOCK
 SCALE: F4
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SHEET NO.		TOTAL SHEETS	
F4		F4	
ADDENDUM NO.			
ATTACHMENT NO.			
REVISIONS			
NO.	DATE	DESCRIPTION	



PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT



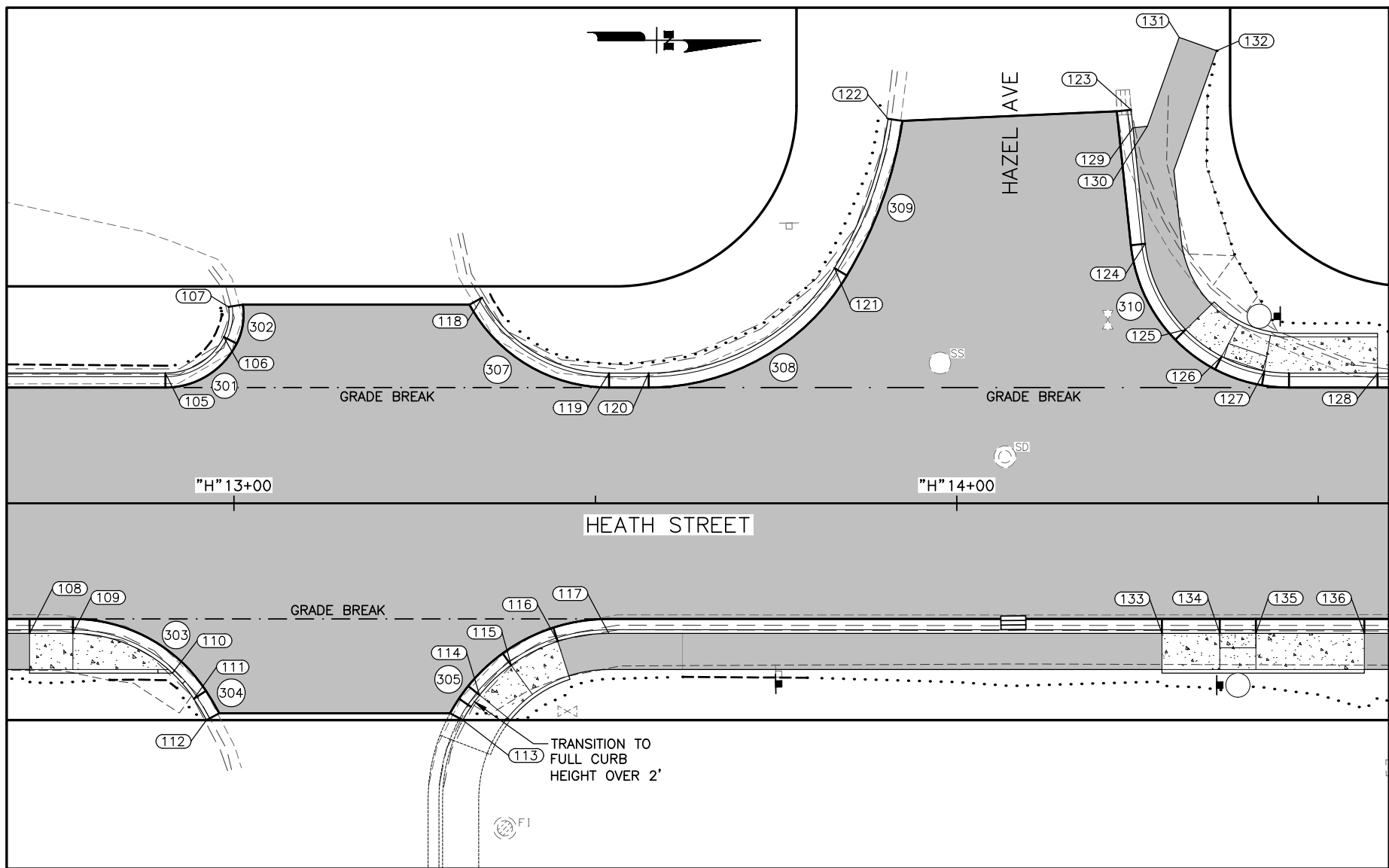
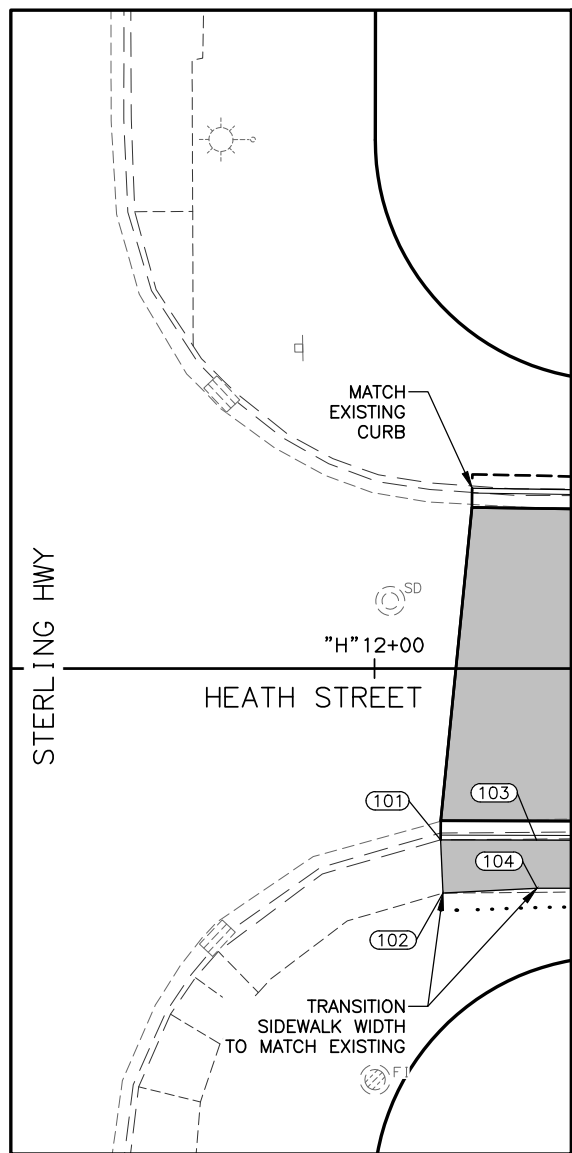
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 FAX: (907) 235-3145



CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET

PLAN AND PROFILE
 STA. "H"26+50 TO
 EOP

PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD., SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAFTED BY: BILL PADDOCK
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GRADING LAYOUT POINT SUMMARY				
PNT	STATION	OFFSET	ELEV	REMARKS
101	12+06.89	17.85 RT	38.5±	ME
102	12+07.14	23.39 RT	38.5±	ME
103	12+16.89	17.88 RT	38.53	VPI
104	12+16.93	22.88 RT	38.61	PI

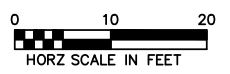
GRADING LAYOUT POINT SUMMARY				
PNT	STATION	OFFSET	ELEV	REMARKS
105	12+90.51	18.00 LT	39.95	PC
106	12+98.58	23.00 LT	40.13	PCC
107	12+99.22	27.17 LT	40.4±	ME
108	12+71.71	18.00 RT	39.59	RAMP
109	12+77.71	18.00 RT	39.25	PC, LANDING
110	12+91.49	23.50 RT	39.50	LANDING
111	12+94.45	27.05 RT	40.57	PCC
112	12+96.20	30.00 RT	41.0±	ME
113	13+31.66	30.00 RT	42.0±	ME
114	13+33.97	26.54 RT	41.23	LANDING
115	13+38.34	22.39 RT	41.13	LANDING
116	13+44.79	19.11 RT	41.66	RAMP
117	13+51.86	18.00 RT	41.74	PT
118	13+34.33	28.43 LT	40.9±	ME
119	13+51.89	18.00 LT	41.74	PT
120	13+57.37	18.00 LT	41.97	PC

GRADING LAYOUT POINT SUMMARY				
PNT	STATION	OFFSET	ELEV	REMARKS
121	13+83.08	32.53 LT	44.16	PCC
122	13+90.49	53.19 LT	45.7±	ME
123	14+24.12	54.43 LT	45.6±	ME
124	14+26.08	35.90 LT	45.64	PC
125	14+31.67	24.02 LT	45.71	RAMP
126	14+36.66	20.30 LT	45.95	LANDING
127	14+42.55	18.29 LT	46.05	LANDING
128	14+58.22	18.00 LT	47.91	RAMP
129	14+24.38	51.93 LT	45.56	PI
130	14+26.37	52.14 LT	45.60	PI
131	14+30.78	64.45 LT	45.9±	ME
132	14+35.95	62.60 LT	45.8±	ME
133	14+28.38	18.00 RT	45.79	RAMP
134	14+36.38	18.00 RT	46.04	LANDING
135	14+41.38	18.00 RT	46.11	LANDING
136	14+56.38	18.00 RT	47.77	RAMP

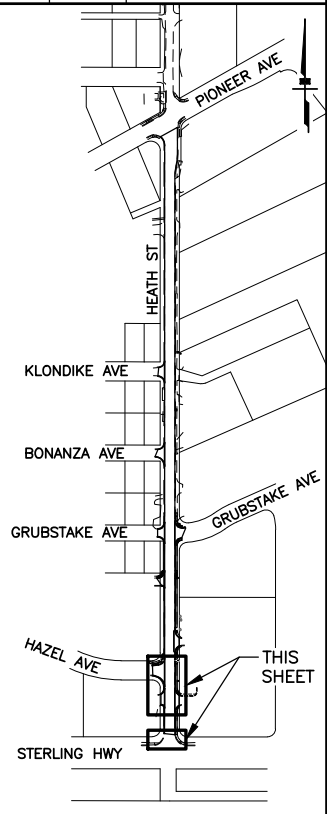
RADIUS POINT SUMMARY			
PNT	STATION	OFFSET	RADIUS (FT)
301	12+90.51	27.00 LT	9
302	12+92.31	26.11 LT	7
303	12+77.71	38.00 RT	20
304	12+61.81	48.40 RT	39
305	13+51.86	41.00 RT	23
307	13+51.89	38.00 LT	20
308	13+57.37	48.00 LT	30
309	13+35.09	61.41 LT	56
310	14+45.96	38.00 LT	20

NOTES:

- ALL GRADING POINTS ARE TO TOP BACK OF CURB OR EDGE OF PATH UNLESS OTHERWISE NOTED.
- ALL RADIUS POINTS ARE TO TOP BACK OF CURB WHEN CURB & GUTTER IS PRESENT OR TO EDGE OF PAVEMENT WHEN CURB & GUTTER IS ABSENT.



SHEET NO.	TOTAL SHEETS	
G1	G3	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION



PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT



PHONE: (907) 235-3170
 FAX: (907) 235-3145

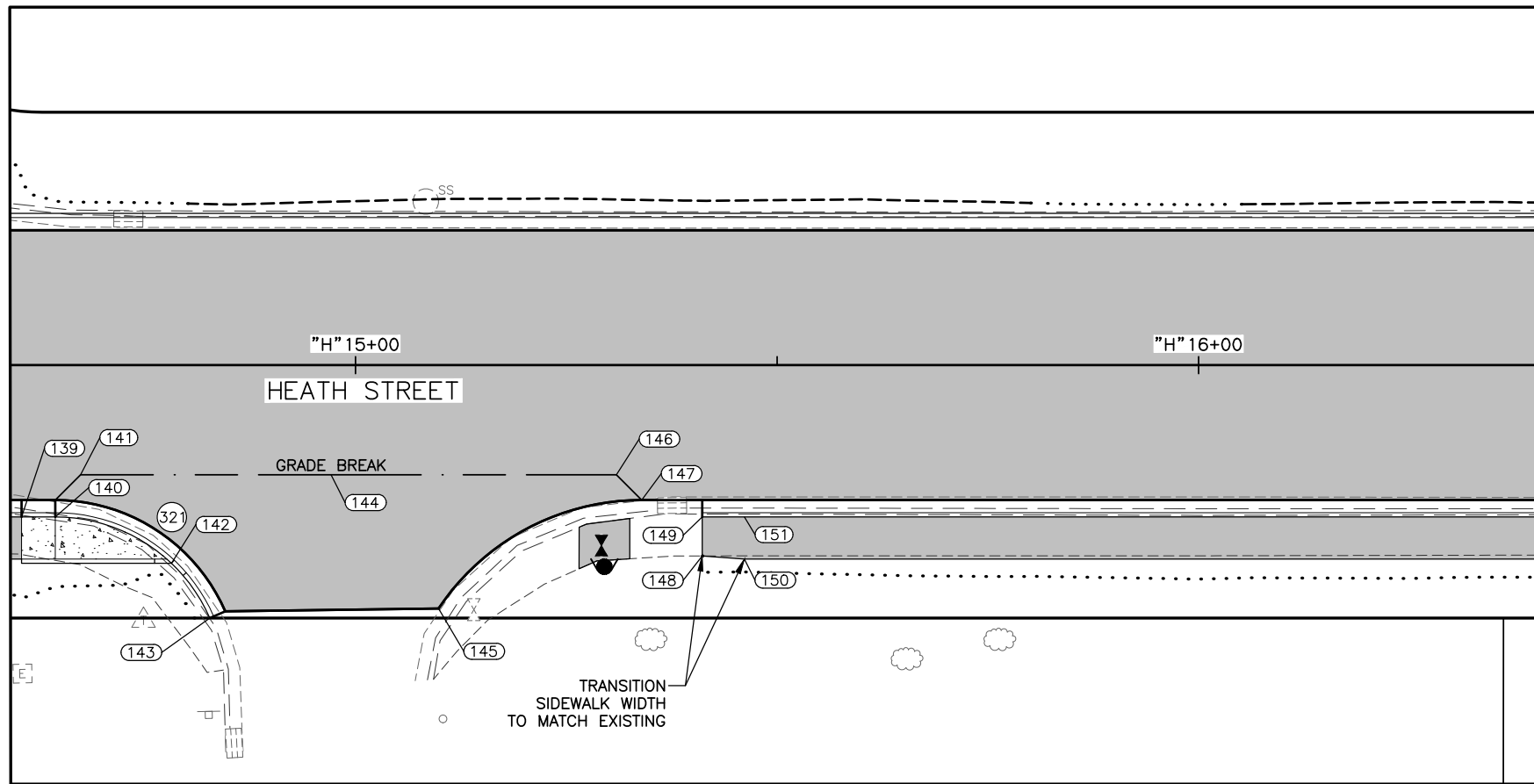


CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET

GRADING PLANS

PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAFTING LOCATION
 Z:\PROJECTS\00710.city of homer. term contract 2022\22-04 heath street\DWG\00710_22-04_01-03_GRADING.dwg 8/30/2023 12:07 PM
 SCALE G2 LAYOUT G2

DRAFTED BY
 BILL PADDOCK



GRADING LAYOUT POINT SUMMARY

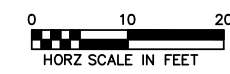
PNT	STATION	OFFSET	ELEV	REMARKS
139	14+60.38	18.00 RT	48.07	RAMP
140	14+64.38	18.00 RT	47.93	PC, LANDING
141	14+67.38	13.00 RT	48.24	GB, VPI
142	14+78.16	23.50 RT	48.18	LANDING
143	14+82.71	30.00 RT	49.1±	ME
144	14+97.10	13.00 RT	50.76	GB, VPI
145	15+09.84	28.87 RT	50.4±	PC, EP, ME
146	15+30.95	13.00 RT	53.92	GB, VPI
147	15+33.95	16.00 RT	54.15	PT, EP
148	15+41.13	22.63 RT	55.2±	ME
149	15+41.13	18.00 RT	55.3±	ME
150	15+46.13	23.00 RT	55.79	PI
151	15+46.13	18.00 RT	55.71	VPI

RADIUS POINT SUMMARY

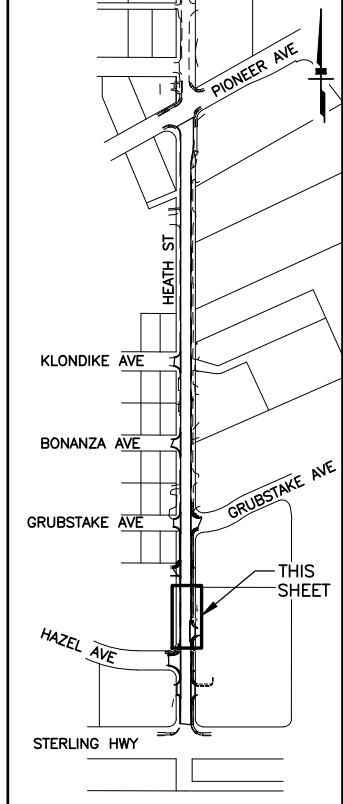
PNT	STATION	OFFSET	RADIUS (FT)
321	14+64.38	38.00 RT	20

NOTES:

1. ALL GRADING POINTS ARE TO TOP BACK OF CURB OR EDGE OF PATH UNLESS OTHERWISE NOTED.
2. ALL RADIUS POINTS ARE TO TOP BACK OF CURB WHEN CURB & GUTTER IS PRESENT OR TO EDGE OF PAVEMENT WHEN CURB & GUTTER IS ABSENT.



SHEET NO.	TOTAL SHEETS	
G2	G3	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION



PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT

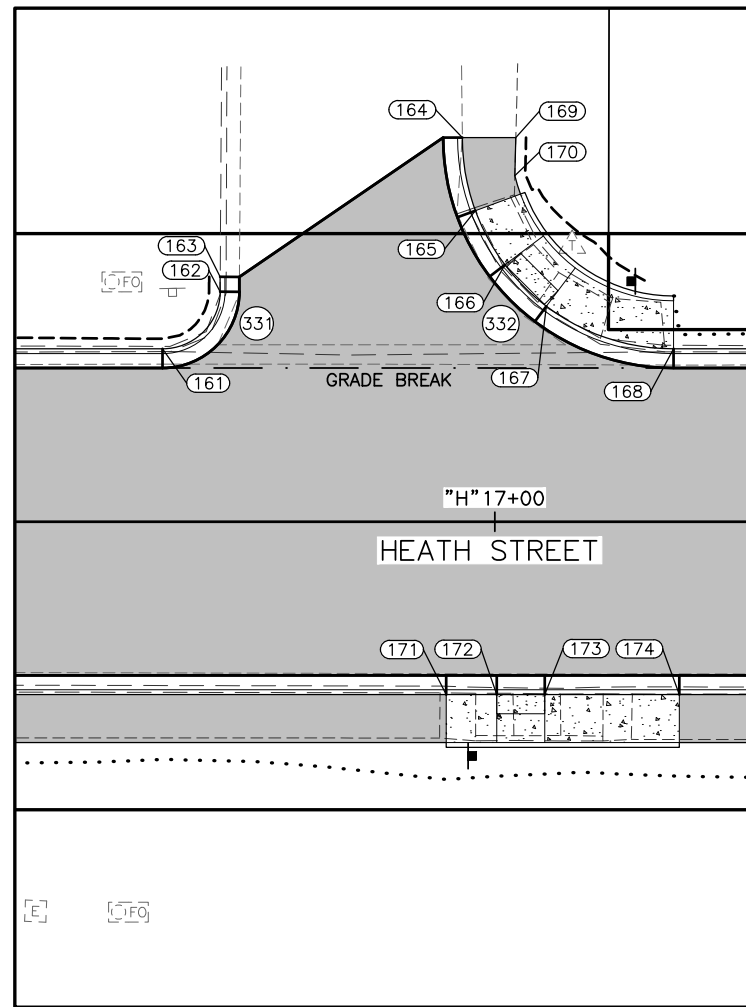


PHONE: (907) 235-3170
 FAX: (907) 235-3145



CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET
 GRADING PLANS

PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD., SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAFTING LOCATION SCALE LAYOUT G3
 DRAFTED BY: BILL PADDOCK
 8/30/2023 12:07 PM
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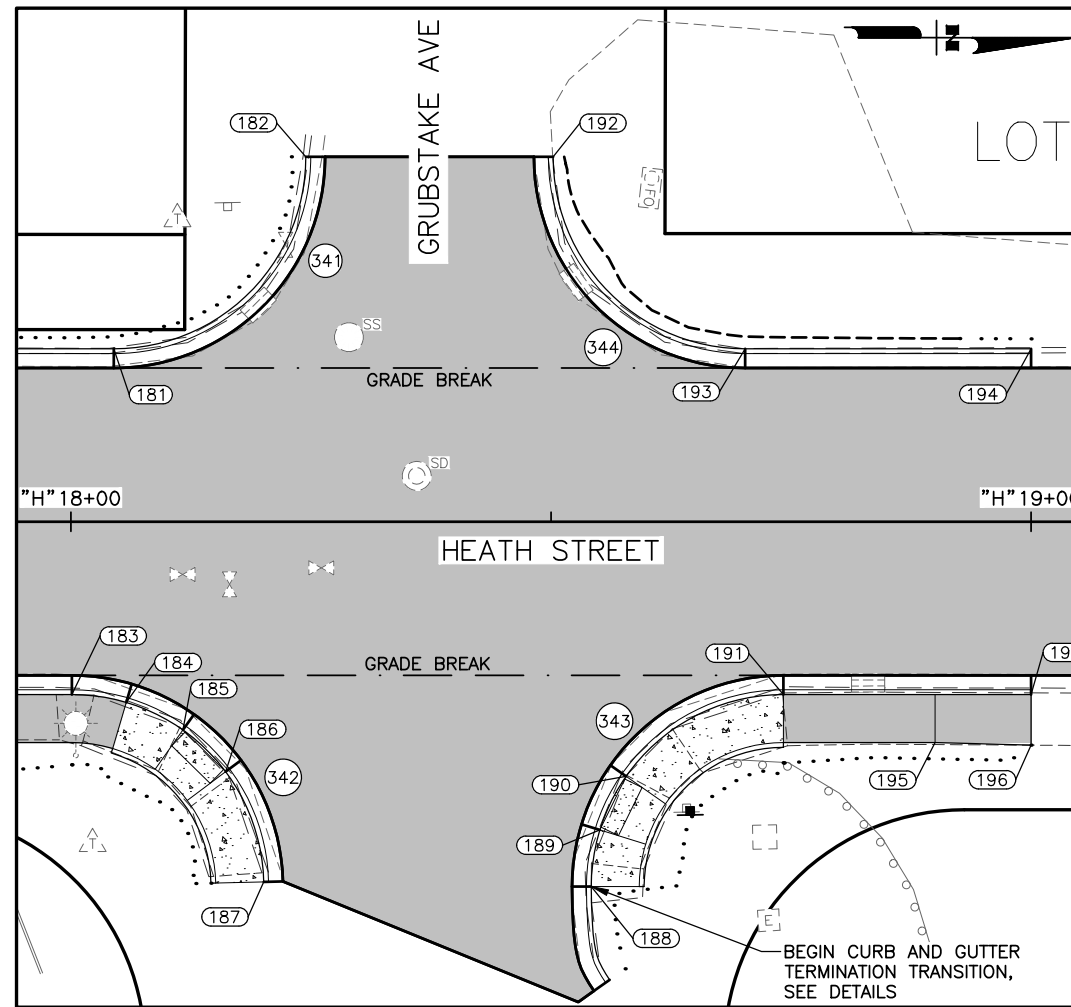


GRADING LAYOUT POINT SUMMARY				
PNT	STATION	OFFSET	ELEV	REMARKS
161	16+65.38	18.00 LT	64.63	PC
162	16+71.38	23.96 LT	64.94	PT
163	16+71.39	25.50 LT	65.0±	ME
164	16+96.62	40.00 LT	66.1±	PC, ME
165	16+97.97	32.39 LT	66.09	RAMP
166	17+01.06	26.75 LT	65.60	LANDING
167	17+05.36	22.44 LT	65.70	LANDING
168	17+18.62	18.00 LT	67.37	PT, RAMP
169	17+02.19	40.00 LT	66.2±	ME
170	17+02.09	36.03 LT	66.18	PC
171	16+94.93	18.00 RT	66.25	RAMP
172	17+00.21	18.00 RT	66.16	LANDING
173	17+05.21	18.00 RT	66.23	LANDING
174	17+19.21	18.00 RT	67.40	RAMP

RADIUS POINT SUMMARY			
PNT	STATION	OFFSET	RADIUS (FT)
331	16+65.38	24.00 LT	6
332	17+18.62	40.00 LT	22

NOTES:

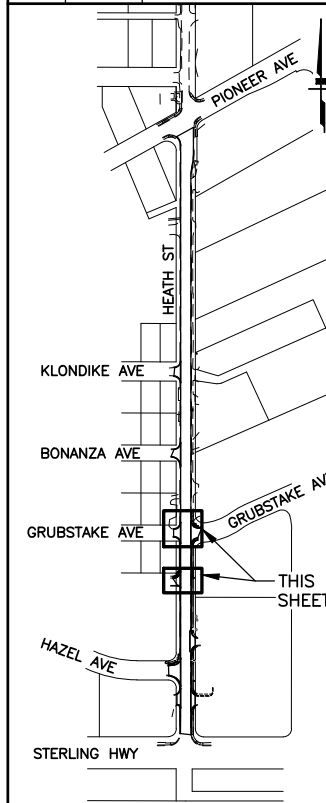
- ALL GRADING POINTS ARE TO TOP BACK OF CURB OR EDGE OF PATH UNLESS OTHERWISE NOTED.
- ALL RADIUS POINTS ARE TO TOP BACK OF CURB WHEN 206 & GUTTER IS PRESENT OR TO EDGE OF PAVEMENT WHEN CURB & GUTTER IS ABSENT.



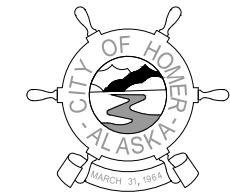
GRADING LAYOUT POINT SUMMARY				
PNT	STATION	OFFSET	ELEV	REMARKS
181	18+04.46	18.00 LT	71.42	PC
182	18+24.46	38.00 LT	73.7±	ME
183	18+00.09	18.00 RT	71.19	PC
184	18+05.76	18.82 RT	71.76	RAMP
185	18+11.67	21.69 RT	71.97	LANDING
186	18+16.12	26.04 RT	72.07	LANDING
187	18+20.08	37.52 RT	73.2±	PT, RAMP, ME
188	18+54.20	38.00 RT	74.12	PC, RAMP
189	18+55.09	32.11 RT	74.22	LANDING
190	18+57.82	26.52 RT	74.32	LANDING
191	18+74.20	18.00 RT	76.09	PT, RAMP
192	18+50.22	38.00 LT	73.9±	ME
193	18+70.22	18.00 LT	75.78	PT
194	19+00.00	18.00 LT	78.3±	ME
195	18+90.00	23.00 RT	77.50	PI
196	19+00.00	23.27 RT	78.34	ME
197	19+00.00	18.00 RT	78.3±	ME

RADIUS POINT SUMMARY			
PNT	STATION	OFFSET	RADIUS (FT)
341	18+04.46	38.00 LT	20
342	18+00.09	38.00 RT	20
343	18+74.20	38.00 RT	20
344	18+70.22	38.00 LT	20

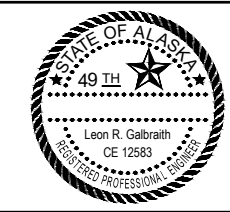
SHEET NO.	TOTAL SHEETS	
G3	G3	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION



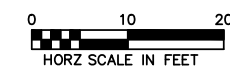
PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT



PHONE: (907) 235-3170
 FAX: (907) 235-3145



CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET
 GRADING PLANS



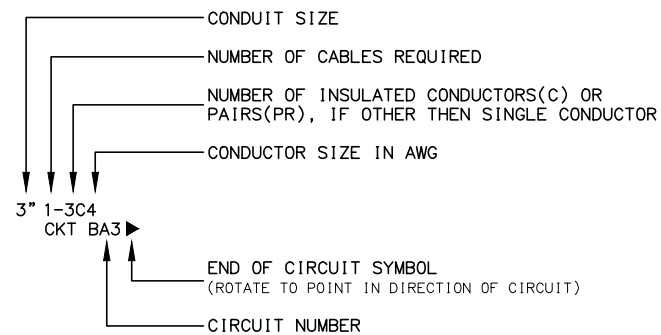
PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAWING LOCATION
 Z:\PROJECTS\00710_City of Homer_Term Contract 2022\22-04_Heath Street\DWGS\C\Sheets\00710_22-04_H1_TRAFF LOND.dwg 8/30/2023 2:30 PM
 DRAFTED BY: BILL PADDOCK
 SCALE
 LAYOUT H1

SYMBOL LEGEND

EXISTING	PROPOSED	
		LOAD CENTER
		TYPE 1A JUNCTION BOX
		TYPE II JUNCTION BOX
		ELECTROLIER
		LIGHTING OR SIGNAL CONDUIT
		CONDUIT CALLOUT
		SIGN POST & NUMBER
		PRIVATE SIGN
		ELECTRICAL TRANSFORMER
		SIGNAL POST
		PEDESTRIAN PUSH BUTTON
		FLASHER CONTROL PANEL
		RECTANGULAR RAPID FLASHING BEACON (RRFB)

PAVEMENT MARKING LEGEND

PROPOSED		
		PROJECT CENTERLINE
	8"W	8" WHITE SOLID STRIPE
	4"W	4" WHITE SOLID STRIPE
	4"W SKIP	4" WHITE SKIP STRIPE 10' STRIPES AND 30' SPACES
	8"W GUIDE SKIP	8" WHITE LANE GUIDE SKIP LANE CONTINUATION OR TURN SKIP 1' STRIPES AND 3' SPACES
	8"Y	8" YELLOW SOLID STRIPE
	4"Y	4" YELLOW SOLID STRIPE
	4"Y SKIP	4" YELLOW SKIP STRIPE 10' STRIPES AND 30' SPACES
	+20	STRIPING CHANGE STATION INTERVAL
	24"W (TYP)	2' CROSSWALK OR STOPBAR
	10'	LADDER CROSSWALK LAYOUT 2' WIDE RUNGS WITH 2' SPACES ALIGNED TO AVOID TIRE PATHS
	12'	(2)-4"Y 3" APART TYPICAL PAINTED MEDIAN 18"Y @ 45°



ABBREVIATIONS

CL - CENTERLINE	LTG - LIGHTING	PRE CON 2 - PREEMPTION CONTROLLER #
AWG - AMERICAN WIRE GAUGE	NB - NORTH BOUND	RMC - RIGID METAL CONDUIT
EB - EAST BOUND	OMNI - OMNI DIRECTIONAL ANTENNA	SB - SOUTH BOUND
HEAD - VEHICULAR SIGNAL HEAD	P1 - TRAFFIC SIGNAL POLE #	SIG - SERVICE TO CONTROLLER
INTX - INTERSECTION	PE - POLYETHYLENE CONDUIT	TC - TRAFFIC CONTROLLER
INTX L - INTERSECTION LIGHTING	PEC - PHOTOELECTRIC CELL	WB - WEST BOUND
LC - LOAD CENTER	PED B 28 - PEDESTRIAN PUSH BUTTON #	YAG1 - DIRECTIONAL ANTENNA
LFNC - LIQUIDTIGHT FLEXIBLE NONMETALLIC CONDUIT	PEDI - PEDESTRIAN SIGNAL HEAD	
	PRE 2 - PREEMPTION #	

NOTES:

FOUNDATIONS NOTES:

- STATION & C.L. REFERENCE ARE TO THE CENTER OF THE STRUCTURE.
- JUNCTION BOX LOCATIONS ARE APPROXIMATE. LOCATE J-BOXES SO THAT THEY ARE LOCATED OUT OF THE PATHWAY, SIDEWALK, CURB RAMPS, AND DRAINAGE COLLECTION AREAS, AND ARE ON THE DOWNSTREAM TRAFFIC SIDE OF POLE.
- INSTALL ANCHOR BOLTS IN CAST FOUNDATIONS TO BE WITHIN 1:40 OF PLUMB.
- TOPSOIL AND SEED ANY DISTURBED AREAS.

SIGNING & STRIPING NOTES:

- ALL STATION LOCATIONS FOR SIGN INSTALLATION ARE APPROXIMATE. INSTALL SIGNS AT LOCATIONS AS DIRECTED BY THE ENGINEER.
- FOR PERFORATED STEEL TUBE SIGNPOSTS, INSTALL THE CONCRETE FOUNDATION OPTION SHOWN. TRIM EACH PT POST TO LIMIT THE LENGTH INSERTED INTO THE FOUNDATION TO 12 INCHES.
- SELECTIVE AND HAND CLEARING SHALL BE PERFORMED AT THE DISCRETION OF THE ENGINEER. UPSTREAM OF ALL SIGN INSTALLATION LOCATIONS TO ACHIEVE MINIMUM SIGN VISIBILITY REQUIREMENTS. IF NOT INCLUDED AS A SEPARATE ITEM, THIS WORK SHALL BE SUBSIDIARY TO THE SIGN INSTALLATION ITEMS AND WORK.
- DIMENSIONS REFER TO THE CENTER OF STRIPE AND THE EDGE OF PAVEMENT.
- IF THE NEW AND EXISTING PAVEMENT MARKINGS ARE NOT ALIGNED AT MATCH LINE, TRANSITION BETWEEN THE TWO USING A 100:1 TAPER ON THE NEW PAVEMENT.
- WHERE NEW STRIPING IS TO EXTEND BEYOND PAVING LIMITS, REMOVE EXISTING STRIPING, TO THE EXTENT OF STRIPING LIMITS.
- USE THE FOLLOWING DEFINITIONS TO DECIPHER THE ABBREVIATED SIGN POST TYPES IN THE SIGN SUMMARY SHEETS.
 - PT MEANS A PERFORATED STEEL TUBE.
 - T MEANS A SQUARE STEEL TUBE.
 - P MEANS A ROUND STEEL PIPE.
- FABRICATE ALL SIGNS FROM 0.125" THICK ALUMINUM SHEETING, UNLESS STATED ELSEWHERE.
- FOR SIGNS SUPPORTED BY MULTIPLE POSTS, FABRICATE THE POSTS WITH THEIR TOPS LEVEL WITH ONE ANOTHER.

CALL BEFORE YOU DIG!

CONTRACTOR SHALL CALL A MINIMUM OF 3 DAYS IN ADVANCE OF CONSTRUCTION

ALASKA DIGLINE...907-278-3121 OR 800-478-3121

CALL OR GO TO WWW.AKONECALL.COM/STATEWIDE.HTM
OR MEMBER LIST OF WHO WILL BE NOTIFIED

SHEET NO.	TOTAL SHEETS	
H1	H8	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION

PLANS DEVELOPED BY:
KINNEY ENGINEERING, LLC
FOR
CITY OF HOMER, ALASKA
PUBLIC WORKS DEPARTMENT

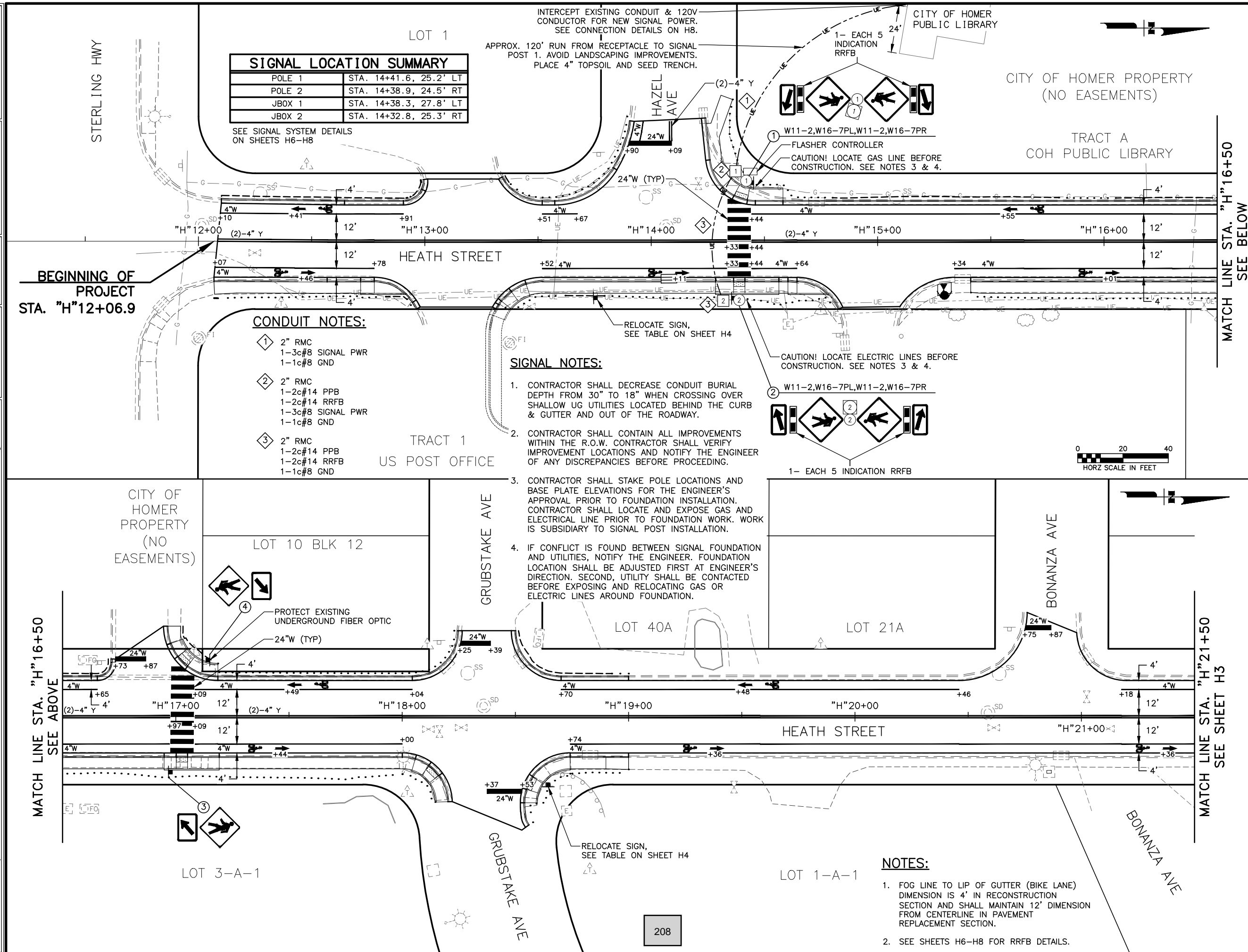
PHONE: (907) 235-3170
FAX: (907) 235-3145

Leon R. Galbraith
CE 12583
REGISTERED PROFESSIONAL ENGINEER

CITY OF HOMER
PAVEMENT RESTORATION
HEATH STREET

TRAFFIC LEGEND
AND NOTES

PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD., SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAFTED BY: BILL PADDOCK
 SCALE: LAYOUT H2
 DATE: 9/1/2023 7:56 AM
 FILE: Z:\PROJECTS\00710_City of Homer_Term Contract 2022\22-04_Heath Street\Drawings\00710_22-04_H2-H3_SIGN_STRIP.dwg



SIGNAL LOCATION SUMMARY	
POLE 1	STA. 14+41.6, 25.2' LT
POLE 2	STA. 14+38.9, 24.5' RT
JBOX 1	STA. 14+38.3, 27.8' LT
JBOX 2	STA. 14+32.8, 25.3' RT

SEE SIGNAL SYSTEM DETAILS ON SHEETS H6-H8

CONDUIT NOTES:

- ① 2" RMC
1-3c#8 SIGNAL PWR
1-1c#8 GND
- ② 2" RMC
1-2c#14 PPB
1-2c#14 RRFB
1-3c#8 SIGNAL PWR
1-1c#8 GND
- ③ 2" RMC
1-2c#14 PPB
1-2c#14 RRFB
1-1c#8 GND

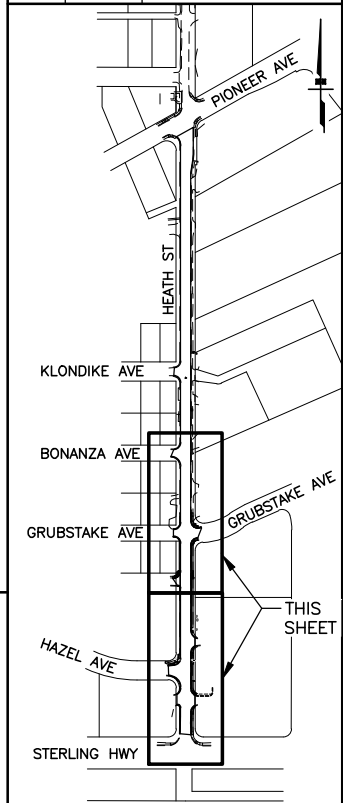
SIGNAL NOTES:

1. CONTRACTOR SHALL DECREASE CONDUIT BURIAL DEPTH FROM 30" TO 18" WHEN CROSSING OVER SHALLOW UG UTILITIES LOCATED BEHIND THE CURB & GUTTER AND OUT OF THE ROADWAY.
2. CONTRACTOR SHALL CONTAIN ALL IMPROVEMENTS WITHIN THE R.O.W. CONTRACTOR SHALL VERIFY IMPROVEMENT LOCATIONS AND NOTIFY THE ENGINEER OF ANY DISCREPANCIES BEFORE PROCEEDING.
3. CONTRACTOR SHALL STAKE POLE LOCATIONS AND BASE PLATE ELEVATIONS FOR THE ENGINEER'S APPROVAL PRIOR TO FOUNDATION INSTALLATION. CONTRACTOR SHALL LOCATE AND EXPOSE GAS AND ELECTRICAL LINE PRIOR TO FOUNDATION WORK. WORK IS SUBSIDIARY TO SIGNAL POST INSTALLATION.
4. IF CONFLICT IS FOUND BETWEEN SIGNAL FOUNDATION AND UTILITIES, NOTIFY THE ENGINEER. FOUNDATION LOCATION SHALL BE ADJUSTED FIRST AT ENGINEER'S DIRECTION. SECOND, UTILITY SHALL BE CONTACTED BEFORE EXPOSING AND RELOCATING GAS OR ELECTRIC LINES AROUND FOUNDATION.

NOTES:

1. FOG LINE TO LIP OF GUTTER (BIKE LANE) DIMENSION IS 4' IN RECONSTRUCTION SECTION AND SHALL MAINTAIN 12' DIMENSION FROM CENTERLINE IN PAVEMENT REPLACEMENT SECTION.
2. SEE SHEETS H6-H8 FOR RRFB DETAILS.

SHEET NO.	TOTAL SHEETS	
H2	H8	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION

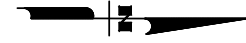
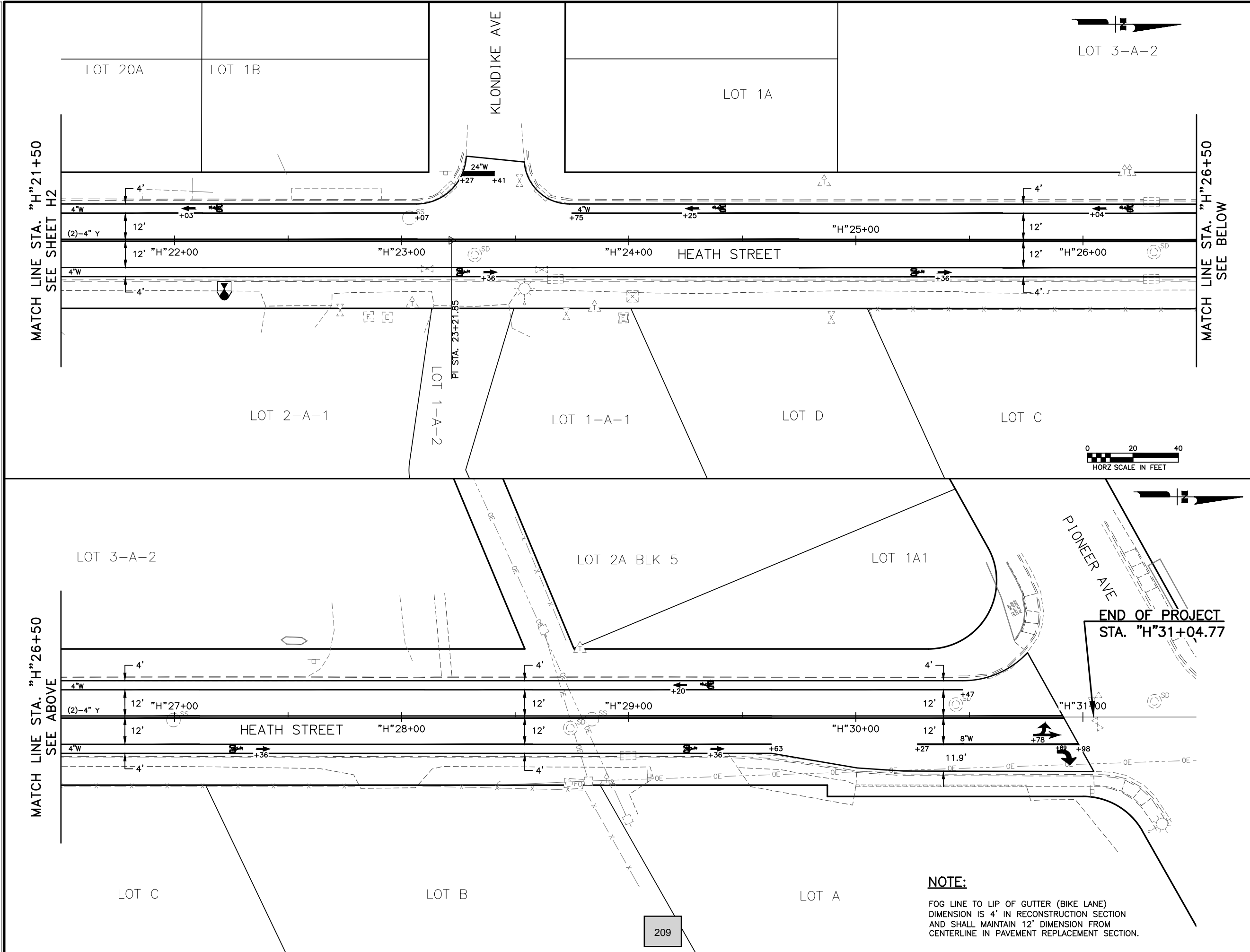


PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT



CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET
 SIGNING, STRIPING
 AND SIGNAL PLANS
 BOP TO
 STA. "H"21+50

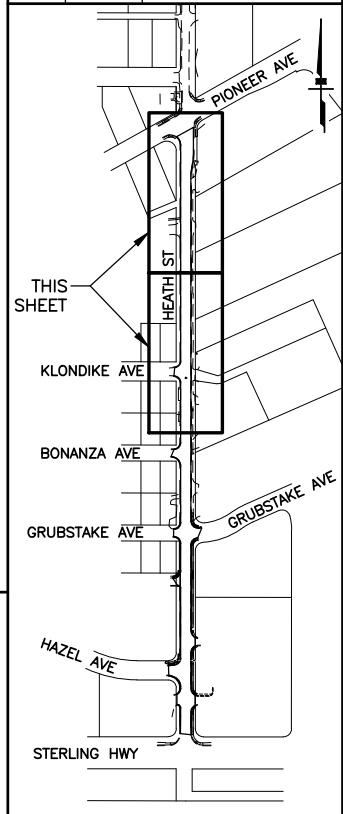
PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAFTED BY: BILL PADDOCK
 SCALE: LAYOUT H3
 DATE: 9/1/2023 7:56 AM
 FILE: Z:\PROJECTS\00710.city of homer. term contract 2022\22-04.heath street\DWG\00710_22-04_H2-H3 SIGN STRIPE.dwg



END OF PROJECT
 STA. "H"31+04.77

NOTE:
 FOG LINE TO LIP OF GUTTER (BIKE LANE)
 DIMENSION IS 4' IN RECONSTRUCTION SECTION
 AND SHALL MAINTAIN 12' DIMENSION FROM
 CENTERLINE IN PAVEMENT REPLACEMENT SECTION.

SHEET NO.		TOTAL SHEETS	
H3		H8	
ADDENDUM NO.			
ATTACHMENT NO.			
REVISIONS			
NO.	DATE	DESCRIPTION	



PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT



PHONE: (907) 235-3170
 FAX: (907) 235-3145



CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET
 SIGNING, STRIPING
 AND SIGNAL PLANS
 STA. "H"21+50
 TO EOP

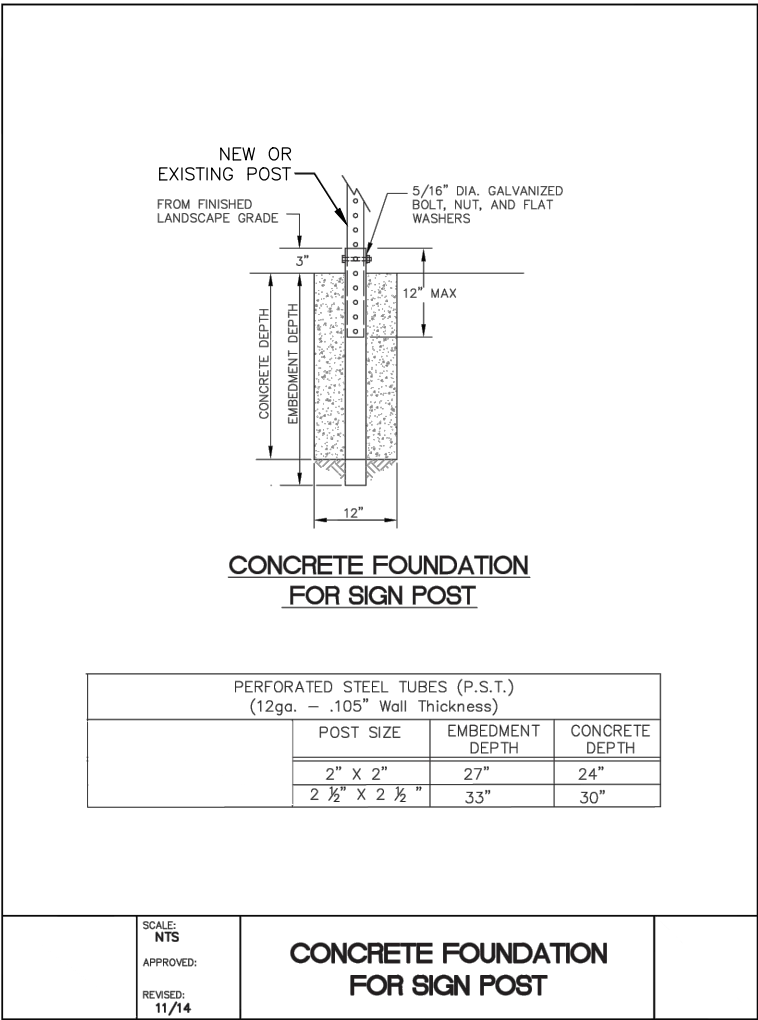
PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAFTING LOCATION
 Z:\PROJECTS\00710.city of homer. term contract 2022\22-04 health street\DWGS\C\Sheets\00710_22-04_H4_SIGN SUM.dwg 9/1/2023 7:47 AM
 SCALE
 LAYOUT H4
 DRAFTED BY: BILL PADDOCK

SIGN SUMMARY													
SHEET NO.	SIGN NO.	LOCATION		TYPE	LEGEND	SIZE (FT)		AREA SQ FT	SIGN FACES	POSTS NO., SIZE, & TYPE	THICKNESS (in)		REMARKS
		STATION	OFFSET			WIDTH	HEIGHT				FRAMED		
											YES	NO	
H2	1	14+42	LT	W11-2	PEDESTRIAN CROSSING	2.00	2.00	4.00	S	N/A	0.125		MOUNT ON PEDESTRIAN SIGNAL POST. SEE FRAMING/MOUNTING DETAILS ON H7.
				W16-7PR	(ARROW)	2.00	1.00	2.00	S		0.125		
				W11-2	PEDESTRIAN CROSSING	2.00	2.00	4.00	N		0.125		
				W16-7PL	(ARROW)	2.00	1.00	2.00	N		0.125		
H2	2	14+39	RT	W11-2	PEDESTRIAN CROSSING	2.00	2.00	4.00	N	N/A	0.125		MOUNT ON PEDESTRIAN SIGNAL POST. SEE FRAMING/MOUNTING DETAILS ON H7.
				W16-7PR	(ARROW)	2.00	1.00	2.00	N		0.125		
				W11-2	PEDESTRIAN CROSSING	2.00	2.00	4.00	S		0.125		
				W16-7PL	(ARROW)	2.00	1.00	2.00	S		0.125		
H2	3	16+97	RT	W11-2	PEDESTRIAN CROSSING	2.00	2.00	4.00	S	1- 2.5" PT		0.125	
				W16-7PL	(ARROW)	2.00	1.00	2.00	S			0.125	
H2	4	17+14	LT	W11-2	PEDESTRIAN CROSSING	2.00	2.00	4.00	N	1- 2.5" PT		0.125	
				W16-7PL	(ARROW)	2.00	1.00	2.00	N			0.125	
TOTAL SIGN AREA:								36.00 SF					

REMOVE AND RELOCATE SIGNS SUMMARY							
SHEET NO.	LOCATION				TYPE	LEGEND	REMARKS
	EXISTING		RELOCATED				
	STATION	OFFSET	STATION	OFFSET			
H2	13+75.37	23.40' RT	13+75.38	25' RT	R2-1	SPEED LIMIT 25	EXISTING 2.5" X 2.5" P.S.T.
H2	13+76.80	38.35' LT	13+76.80	38.35' LT	D3-1	HEATH ST	EXISTING 2" X 2" P.S.T. RELOCATE IN PLACE
					D3-1	HAZEL AVE	
					R1-1	STOP	
H2	16+66.43	23.88' LT	16+66.43	23.88' LT	R1-1	STOP	EXISTING 2" X 2" P.S.T. RELOCATE IN PLACE
H2	18+16.33	32.82' LT	18+16.33	32.82' LT	D3-1	HEATH ST	EXISTING 2.5" X 2.5" P.S.T. RELOCATE IN PLACE
					D3-1	GRUBSTAKE AVE	
					R1-1	STOP	
H2	18+64.12	29.82' RT	18+64.49	30.12' RT	D3-1	HEATH ST	EXISTING 2.5" X 2.5" P.S.T.
					D3-1	GRUBSTAKE AVE	
					R1-1	STOP	

NOTES:

1. REMOVE EXISTING SIGN POST FOUNDATION IF PRESENT AND CONSTRUCT NEW SIGN POST FOUNDATION. SEE DETAIL THIS SHEET. WORK AND MATERIALS SUBSIDIARY TO REMOVE AND RELOCATE SIGNS PAY ITEM.



REVISION: 11/14 FIXED TYPO IN TITLE

SCALE: NTS
APPROVED:
REVISED: 11/14

CONCRETE FOUNDATION FOR SIGN POST

SHEET NO.	TOTAL SHEETS	
H4	H8	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION

PLANS DEVELOPED BY:
KINNEY ENGINEERING, LLC
FOR
CITY OF HOMER, ALASKA
PUBLIC WORKS DEPARTMENT



PHONE: (907) 235-3170
FAX: (907) 235-3145



CITY OF HOMER
PAVEMENT RESTORATION
HEATH STREET

SIGN SUMMARY

REVISION: 2/10 ADDED BIKE LANE PAVEMENT MARKING

LAYOUT TEMPLATES FOR STENCILS

1. ALL SYMBOLS SHOWN SHALL BE WHITE AND REFLECTORIZED.
 2. RIGHT AND LEFT TURN AUXILIARY LANE MARKINGS ARE IDENTICAL BUT REVERSED.

SCALE: NTS
 APPROVED:
 REVISED: 2/10

LAYOUT TEMPLATES FOR STENCILS

CURB WITH ATTACHED SIDEWALK

NOTE:
 1. SIGN FACE SHALL BE PLACED OUTSIDE SIDEWALK EXCEPT WHEN ROW LIMITATIONS EXIST; FOR EXAMPLE IN THE CENTRAL BUSINESS DISTRICT OR OTHER SIMILAR DISTRICTS.

SCALE: NTS
 APPROVED:
 REVISED: 10/08

POST MOUNTED SIGN CURB WITH SIDEWALK WITHOUT PARKWAY

SECONDARY PANEL HEIGHT ALL TWO PANEL MOUNTING

SIGN POSITIONING

SCALE: NTS
 APPROVED:
 REVISED: 10/08

POST MOUNTED SIGN SECONDARY PANEL HEIGHT AND SIGN POSITIONING

TYPICAL CURBED RETURN WITH SIDEWALK

NOTE:
 1. WHEN SIDEWALKS ARE SEPARATED FROM THE BACK OF CURB, JOIN THE TWO AS SHOWN USING A REVERSE CURVE WITH A MINIMUM RADIUS OF 30'.
 2. BREAK THE MAIN STREET CENTERLINE MARKINGS AT SIDE STREET INTERSECTIONS ONLY WHEN LEFT TURN LANES ARE PROVIDED. OTHERWISE, INSTALL THEM CONTINUOUSLY THROUGH THE INTERSECTION.
 3. LOCATE STOP SIGNS SO THEY ARE
 A. VISIBLE TO APPROACHING TRAFFIC AND
 B. AS NEAR TO THE STOP BAR AS PRACTICABLE.

SCALE: NTS
 APPROVED:
 REVISED: 10/08

TYPICAL CURBED RETURN WITH SIDEWALK

SHEET NO.	TOTAL SHEETS	
H5	H8	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION

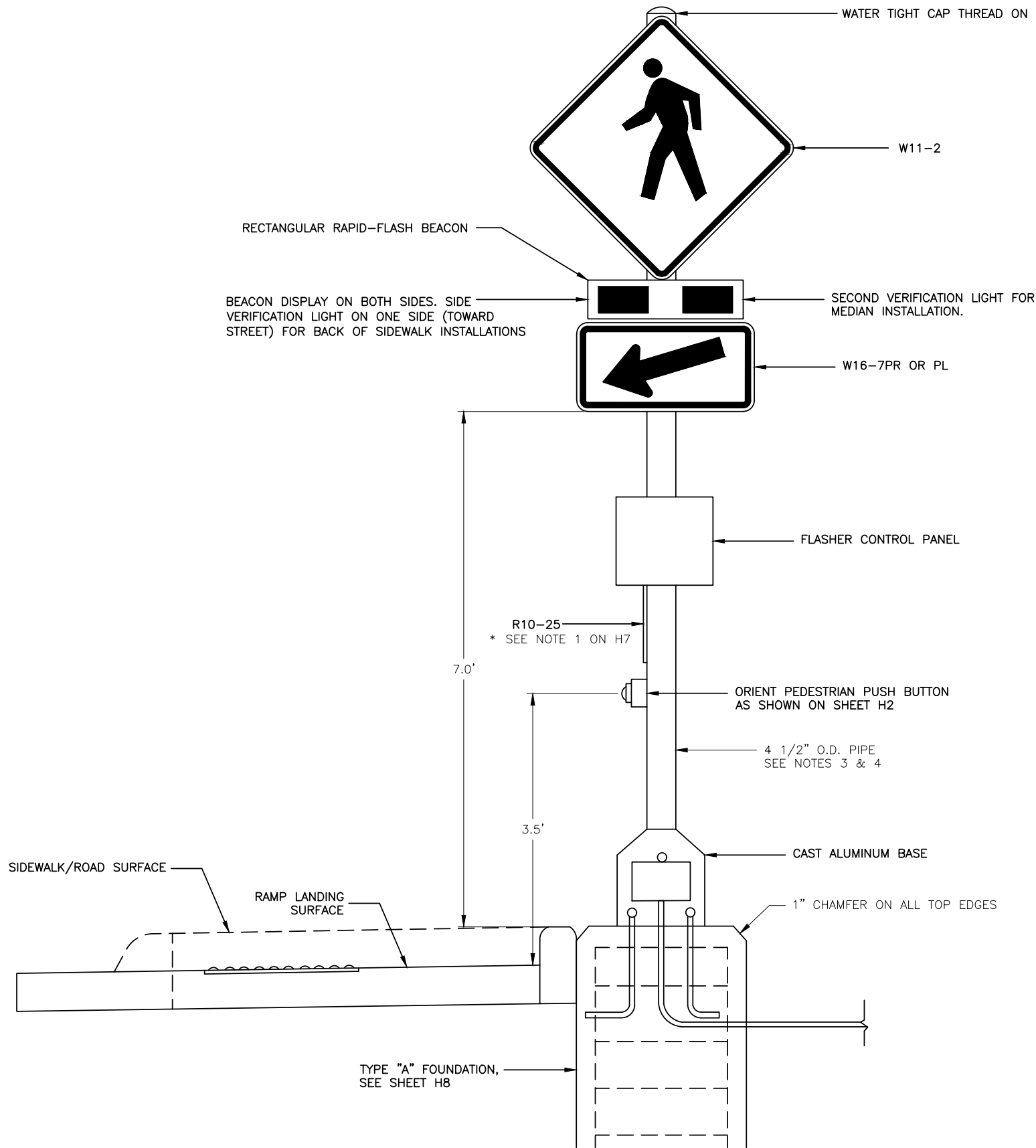
PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT

PHONE: (907) 235-3170
 FAX: (907) 235-3145

CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET

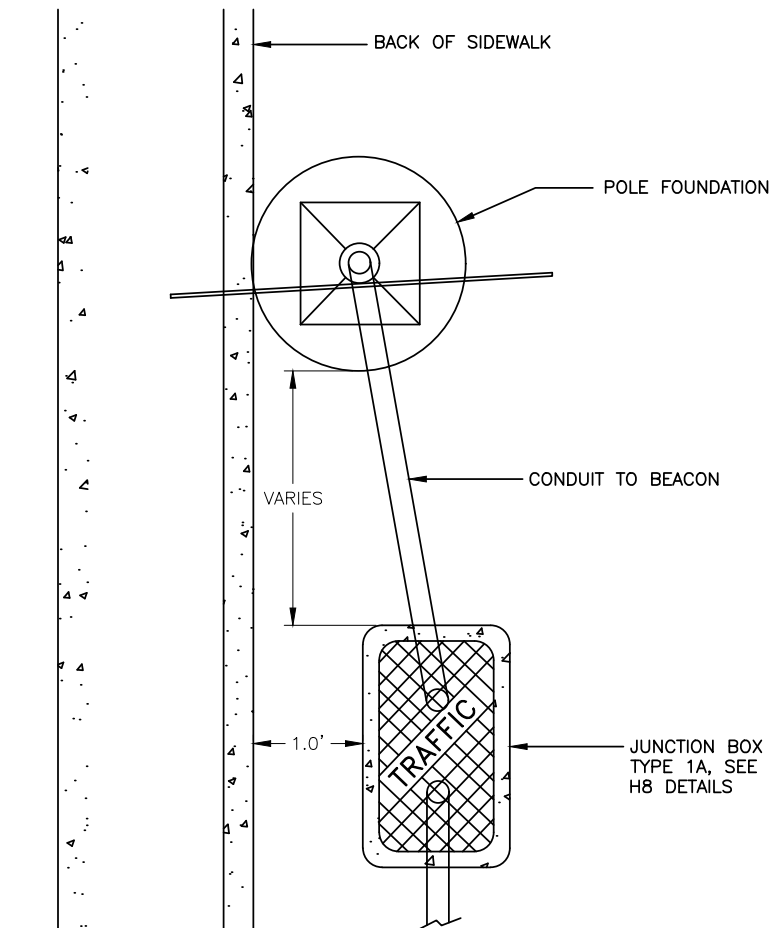
SIGNING AND STRIPING DETAILS

PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAWING LOCATION
 Z:\PROJECTS\00710.city of homer. term contract 2022\22-04 heath street\DWG\00710_22-04_H5-HB_SIGN_DETAILS.dwg 9/1/2023 7:50 AM SCALE LAYOUT H6



GENERAL NOTES:

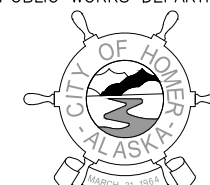
1. LOCATE J-BOXES 1' FROM BACK OF EDGE OF PAVEMENT OR SIDEWALK.
2. WHEN CONDUIT RUNS ARE PARALLEL TO THE ROADWAY, INSTALL THEM 1' FROM THE BACK OF EDGE OF PAVEMENT.
3. USE SCHEDULE 40 STEEL PIPE THAT CONFORMS TO ASTM A 53 GRADE 8.
4. FURNISH ALL FLASHER POSTS HOT-DIP GALVANIZED ACCORDING TO ASTM A123.
5. SET THE END OF THE 2" RMC 2" ABOVE THE TOP OF THE FOUNDATION.
6. USE IRREVERSIBLE COMPRESSION CONNECTOR OR CADWELD TO BOND GROUNDING CONDUCTOR TO REINFORCEMENT CAGE. FASTEN #8 AWG GROUND WIRE TO OUTSIDE OF RMC WITH ELECTRICAL TAPE. SEE SPECIFICATIONS FOR BONDING AND GROUNDING REQUIREMENTS.
7. DRILL AND TAP THE POLE FOR ALL MOUNTING HOLES FOR SIGN AND PEDESTRIAN PUSH BUTTON HOUSING. REMOVE BURRS AFTER DRILLING. TREAT BARE STEEL SURFACES IN ACCORDANCE WITH AASHTO M36.
8. APPLY ANTI-SEIZE COMPOUND TO CAP SCREWS TAPPED DIRECTLY INTO POLE.
9. SEE SHEET H7 FOR MOUNTING AND BRACING AS REQUIRED FOR SIGNAGE.
10. SET FLASHING DURATION TO 25 SECONDS. FINAL TIMING TO BE ESTABLISHED IN THE FIELD BY THE ENGINEER.



JUNCTION BOX PLAN VIEW DETAIL

SHEET NO.	TOTAL SHEETS	
H6	H8	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION

PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT



PHONE: (907) 235-3170
 FAX: (907) 235-3145



CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET

RECTANGULAR RAPID
 FLASHING BEACON
 DETAILS

PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAWING LOCATION
 Z:\PROJECTS\00710.city of homer. term contract 2022\22-04 heath street\DWGS\C\Sheets\00710_22-04_H5-HB_SIGN_DETAILS.dwg 9/1/2023 7:50 AM SCALE H7 LAYOUT H7 DRAFTED BY BILL PADDOCK

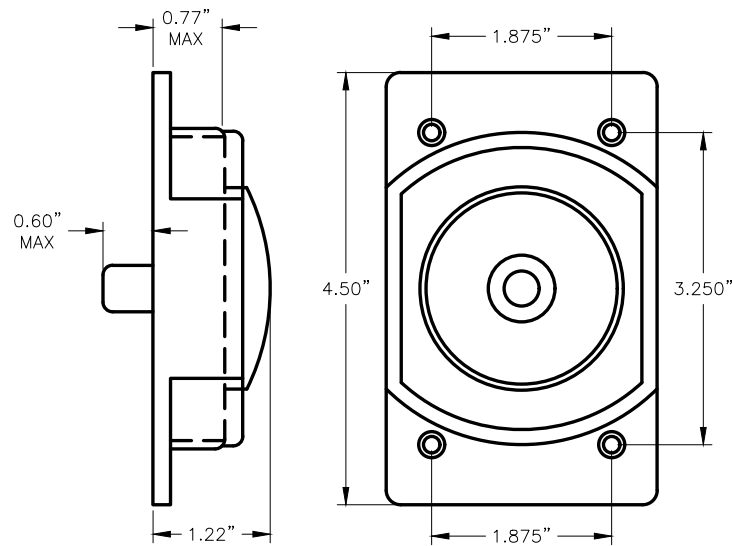
LIGHT/SIGNAL POLE SIGN FRAMING & MOUNTING DETAILS

PEDESTRIAN DETECTION SCHEDULE

POLE	PUSH BUTTON	PHASE	REMARKS
1	1	*	SEE NOTE 1
2	2	*	SEE NOTE 1

PEDESTRIAN DETECTION NOTES:

- INSTALL AN R10-25 SIGN WITH PEDESTRIAN PUSH BUTTON. SIGN SHALL NOT BE MEASURED FOR PAYMENT AND IS SUBSIDIARY TO RRFB PAY ITEM.
- INSTALL PUSH BUTTONS FACING EDGE OF PAVEMENT FOR POSTS MOUNTED ADJACENT THE ROADWAY.



PEDESTRIAN PUSH BUTTON DETAIL

BANDING: 3/4" X 0.030" STAINLESS STEEL
 DOUBLE BANDING (TYPICAL)
 BUCKLES: 3/4" STAINLESS STEEL (TYPICAL)

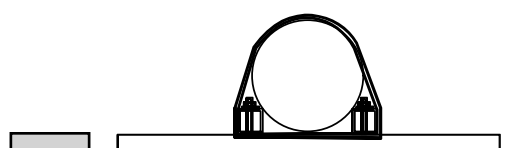
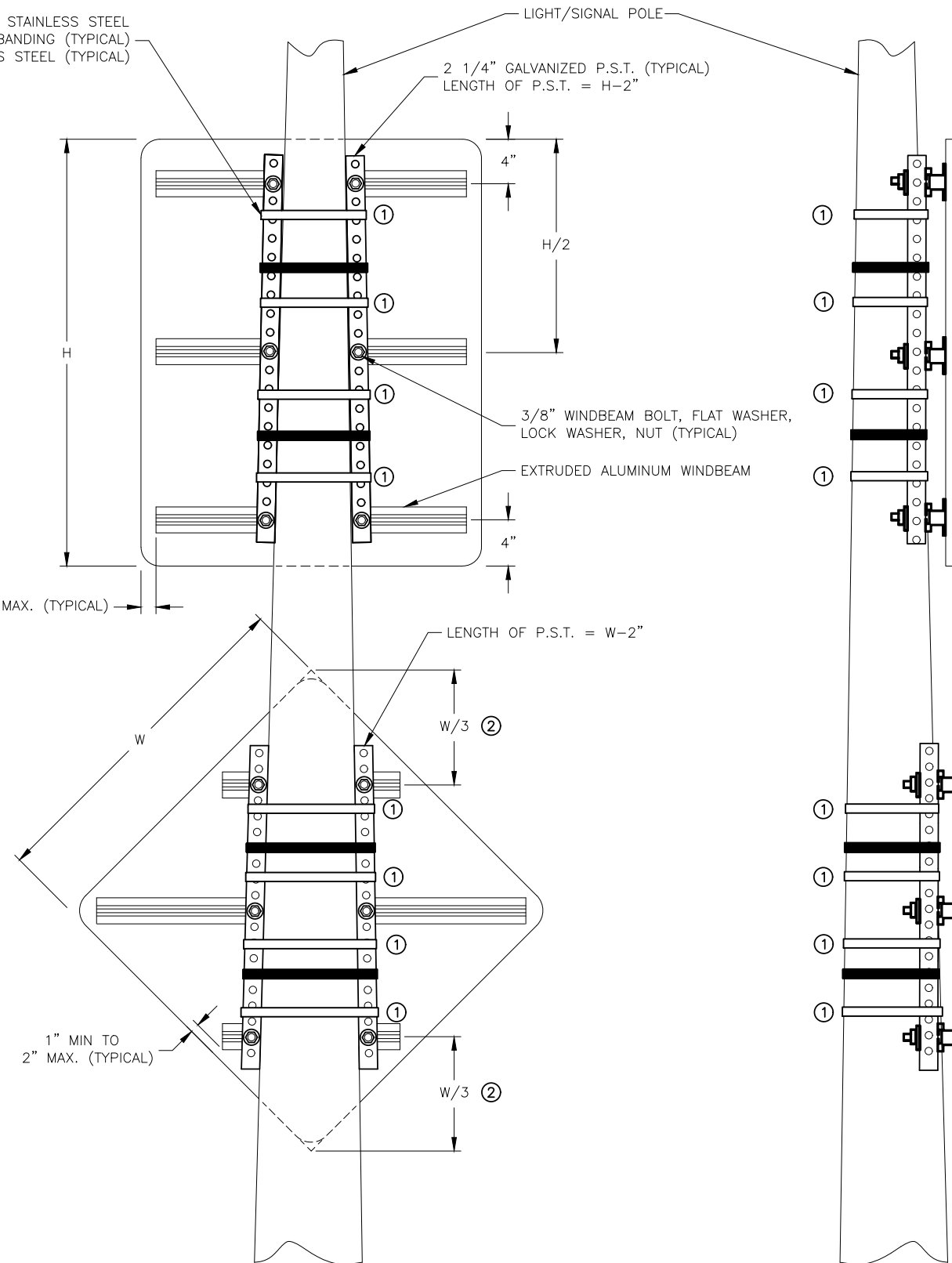
- IF $H > 48"$
3 WINDBEAMS REQUIRED
- IF $15" < H \leq 48"$
2 WINDBEAMS REQUIRED
- IF $H \leq 15"$
1 WINDBEAM REQUIRED
- USE 2 BANDS $H < 48"$
USE 4 BANDS $H \geq 48"$

- ① BAND LOCATIONS:
SPACE BANDS $H/5$
WHEN 4 ARE REQUIRED

- IF $W \geq 36"$
3 WINDBEAMS REQUIRED
- IF $W < 36"$
2 WINDBEAMS REQUIRED
- USE 2 BANDS $W < 48"$
USE 4 BANDS $W \geq 48"$

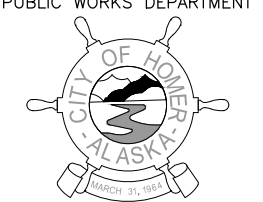
- ① BAND LOCATIONS:
SPACE BANDS $W/5$
WHEN 4 ARE REQUIRED
- ② WINDBEAM LOCATIONS:
SPACE WINDBEAMS TO
MATCH 1" SPACING OF
HOLES IN PERFORATED
STEEL TUBES. ADJUST
APPROXIMATE DIMENSIONS
FROM TOP AND BOTTOM
OF SIGN AS NECESSARY.

NOTE:
 ATTACH SIGN TO WINDBEAMS WITH 3/16"
 RIVETS AT 4" STAGGERED SPACING.



SHEET NO.	TOTAL SHEETS	
H7	H8	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION

PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT

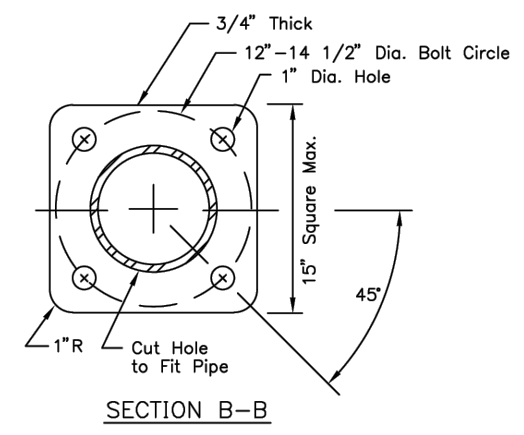
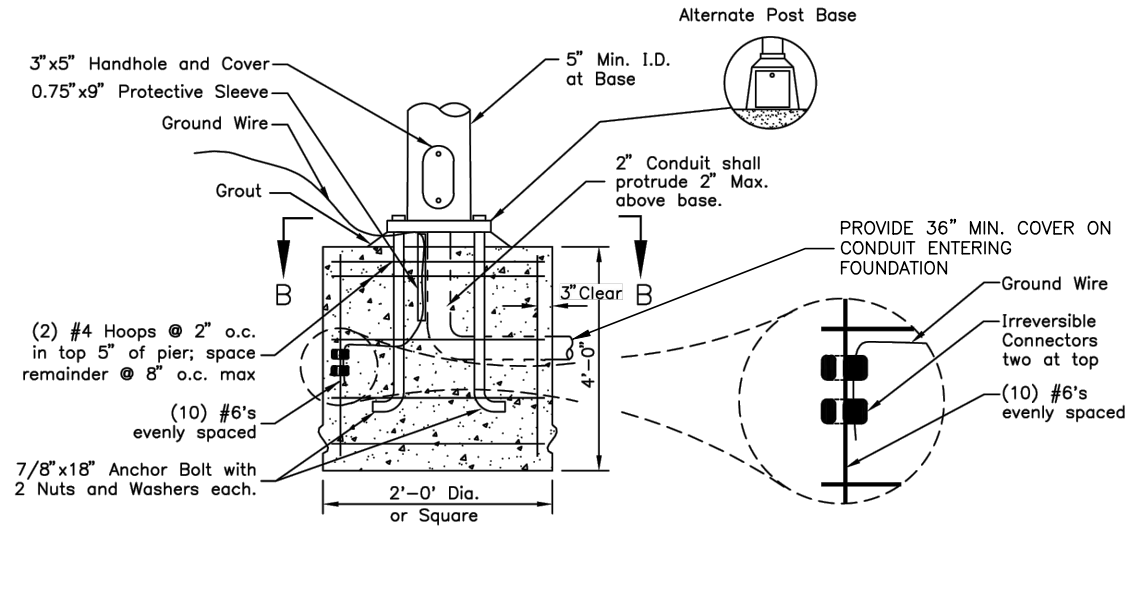


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CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET

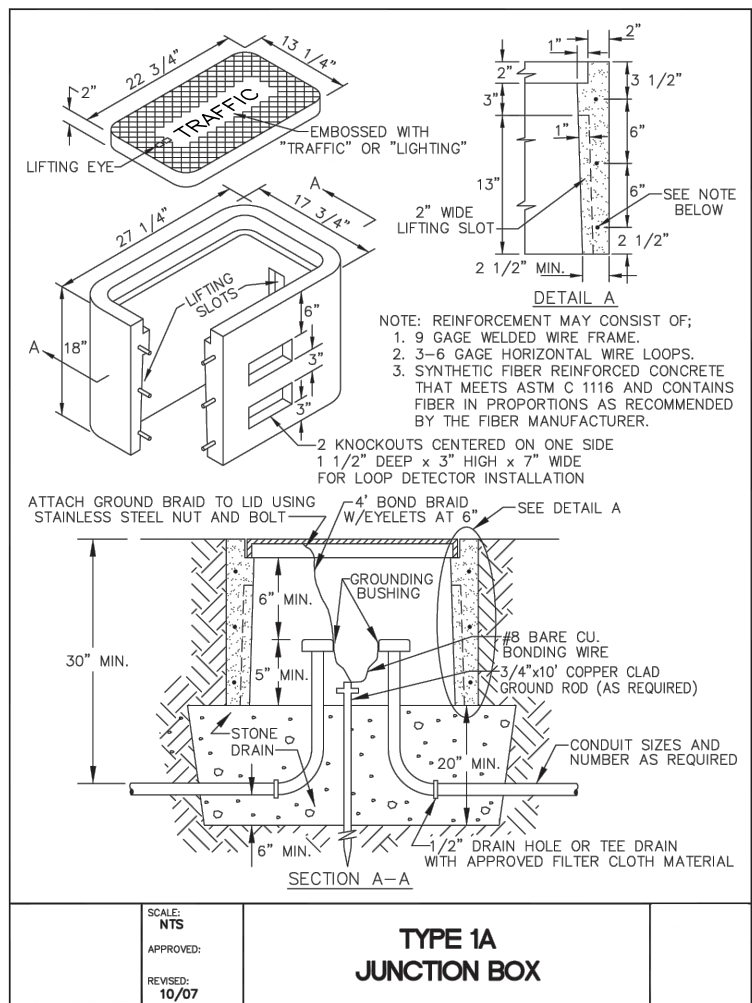
PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAWING LOCATION Z:\PROJECTS\00710_City of Homer Term Contract 2022\22-04_Heath Street\DWGS\C\Sheets\00710_22-04_H5-HB_SIGN_DETAILS.dwg 9/1/2023 7:50 AM
 DRAFTED BY: BILL PADDOCK SCALE LAYOUT H8



SIGNAL BASE POST TYPE "A" FOUNDATION
(NOT TO SCALE)

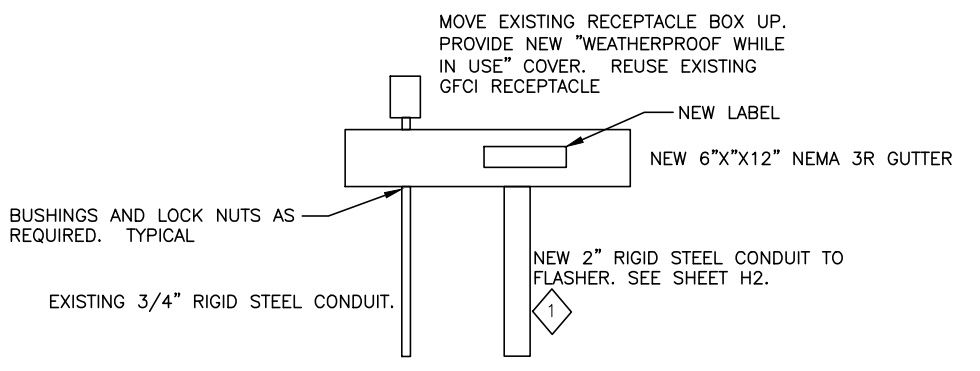
GENERAL NOTES:

1. INSTALL GROUND ROD WHEN CONTINUOUS ELECTRICALLY SECURE SYSTEM IS NOT PROVIDED BETWEEN CONTROLLER AND SERVICE GROUND.
2. ANCHOR BOLTS, NUTS AND WASHERS SHALL BE HIGH STRENGTH STEEL AND SHALL CONFORM TO A.S.T.M. A-325. GALVANIZING OF SAME SHALL CONFORM TO A.S.T.M. A-153.
3. ANCHOR BOLTS MAY BE FIELD CUT AND BENT.
4. DAMAGE TO GALVANIZED SURFACES AS A RESULT OF FIELD DRILLING AND OR CUTTING SHALL BE REPAIRED IN ACCORDANCE WITH FEDERAL SPECIFICATIONS TT-P-641.
5. USE CLASS A, OR AA CONCRETE.
6. REINFORCING STEEL TO CONFORM TO A.S.T.M. A-615 GRADE 60 (Fy=ksi).



RECTANGULAR RAPID FLASHING BEACON (RRFB) POWER NOTES:

1. IT IS UNKNOWN IF THE IN COMING POWER TO THE RECEPTACLE IS IN THE 3/4" CONDUIT OR THE BACK OF THE WEATHER PROOF BOX. IF IT COMES THRU THE BACK OF THE BOX, MOUNT THE NEW GUTTER WHERE THE RECEPTACLE IS LOCATED AND MOVE THE BOX UP.
2. LOCATE THE PANEL SCHEDULE IN THE BUILDING AND ADD "PEDESTRIAN FLASHER" TO THE CIRCUIT DESCRIPTION OF THE EXTERIOR RECEPTACLE.
3. INSTALL A PHENOLIC LABEL "POWER TO PEDESTRIAN FLASHER" TO THE GUTTER COVER. LABEL SHALL BE COLORED WHITE, 1" HIGH WITH RED 3/4" LETTERING.
4. TAP THE POWER TO THE FLASHER AHEAD OF THE GFCI RECEPTACLE.
5. USE POLARIS INSULATED LUG KITS OR EQUAL FOR THE TAP IN THE GUTTER.
6. ALL MATERIALS AND LABOR REQUIRED FOR CONSTRUCTION OF RRFB POWER SERVICE CONNECTION IS SUBSIDIARY TO RRFB PAY ITEM A-34.



EXISTING RECEPTACLE DETAIL

MODIFIED RECEPTACLE DETAIL

SHEET NO.	TOTAL SHEETS	
H8	H8	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION

PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
 CITY OF HOMER, ALASKA
 PUBLIC WORKS DEPARTMENT



CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET

SIGNAL DETAILS

PLANS PREPARED BY: KINNEY ENGINEERING, LLC 3909 ARCTIC BLVD. SUITE 400 ANCHORAGE, AK 99503 : COA# AECL 1102 : PROJECT LOCATION: HOMER, AK
 DRAWING LOCATION
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DRAFTED BY
 BILL PADDOCK

SCALE

LAYOUT
 J1

SHEET NO.	TOTAL SHEETS	
J1	J2	
ADDENDUM NO.		
ATTACHMENT NO.		
REVISIONS		
NO.	DATE	DESCRIPTION

TRAFFIC MAINTENANCE NOTES:

1. THE CONTRACTOR SHALL SUBMIT A DETAILED TRAFFIC CONTROL PLAN (TCP) TO THE COH FOR REVIEW BY BOTH THE COH AND ADOT&PF. THE TCP MUST RECEIVE APPROVAL FROM BOTH THE COH AND ADOT&PF BEFORE STARTING ANY WORK.
2. PROVIDE, INSTALL, MAINTAIN, MOVE AND REMOVE THE SPECIFIED TRAFFIC CONTROL DEVICES AND ACCESS ACCORDING TO COH STANDARDS, CURRENT ALASKA TRAFFIC MANUAL, ALASKA SIGN DESIGN SPECIFICATION AND APPROVED TRAFFIC CONTROL PLAN (TCP) SETUPS.
3. MOUNT SIGNS SECURELY. MAINTAIN WORK SITE AND AFFECTED AREAS DAILY.
4. THE FINAL JUDGEMENT IN THE SELECTION NUMBER, AND APPLICATION OF THE TRAFFIC CONTROL DEVICES AND LOCATION OF ALL TRAFFIC CONTROL MEASURES WILL REST WITH THE ENGINEER.
5. COVER EXISTING SIGNS WHICH CONFLICT WITH CONSTRUCTION SIGNING.
6. CONSTRUCTION SIGNING SPECIFIED MAY BE ALTERED BY THE ENGINEER TO MEET CHANGING CONDITIONS AND TO PROTECT THE TRAVELING PUBLIC.
7. TYPE 'A' FLASHING WARNING LIGHTS SHALL BE USED IN CONJUNCTION WITH TYPE III BARRICADES, ROAD CLOSURE SIGNS, ADVANCE DETOUR SIGNING AND THE FIRST TYPE II BARRICADE ENCOUNTERED BY TRAFFIC WHEN USED FOR CHANNELIZING. TYPE 'C' STEADY BURN WARNING LIGHTS SHALL BE USED IN CONJUNCTION WITH REMAINING TYPE II BARRICADES USED FOR CHANNELIZING.
8. ALL CONSTRUCTION SIGNS SHALL HAVE HIGH LEVEL WARNING DEVICES ATTACHED.
9. WORK ZONES MAY OVERLAP DURING CONSTRUCTION UPON APPROVAL BY THE ENGINEER.
10. INTEGRATE TRAFFIC CONTROL WITH OTHER CONSTRUCTION IN THE AREA.
11. DETAILS NOT SHOWN, BUT NECESSARY TO IMPLEMENT THE TRAFFIC CONTROL PLAN SHALL COMPLY WITH THE ALASKA TRAFFIC MANUAL AND MUTCD.
12. ALL SPECIAL SIGNS SHALL BE BLACK ON ORANGE BACKGROUND WITH BORDERS HAVING 1.5" RADIUS AND 0.75" THICKNESS.
13. CONTRACTOR SHALL MAINTAIN PEDESTRIAN ACCESS.

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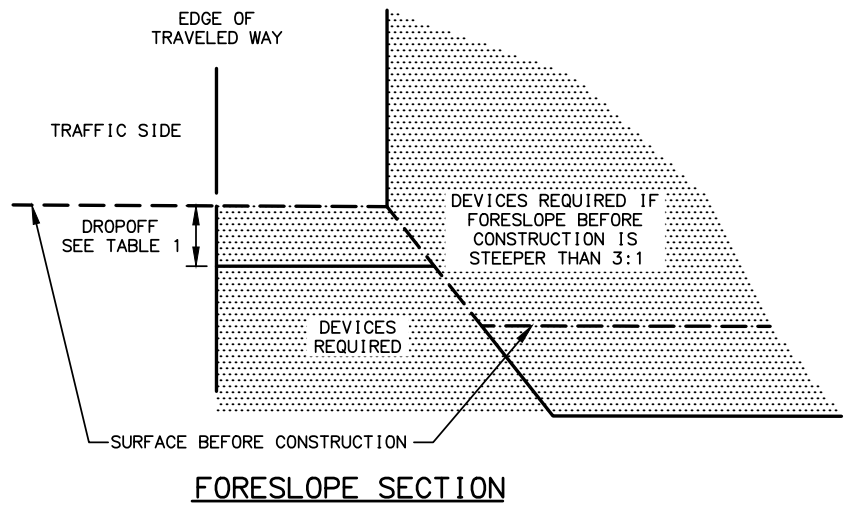
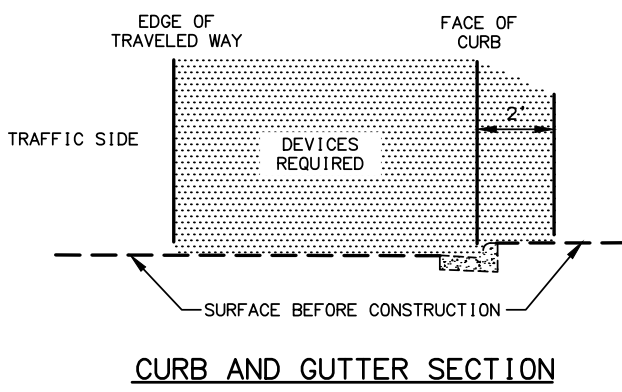
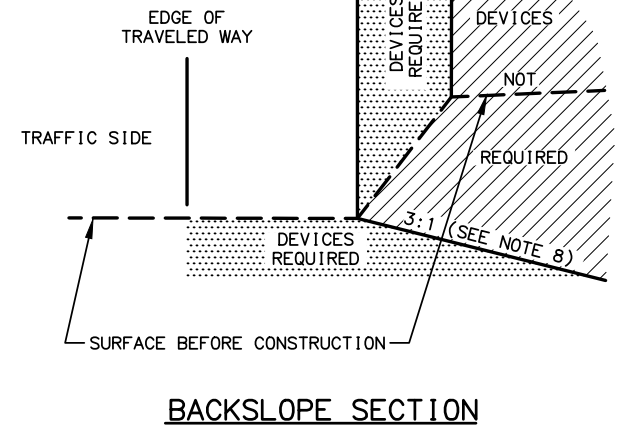
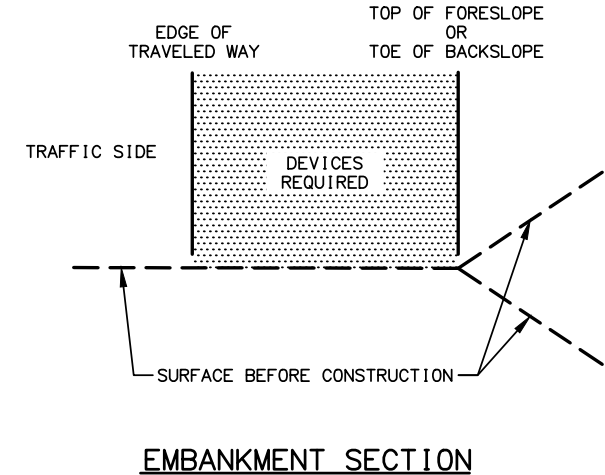
PHONE: (907) 235-3170
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CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET

TRAFFIC CONTROL

REVISIONS		
NO.	DATE	DESCRIPTION



LEGEND

- WORK AREA WHERE TRAFFIC CONTROL DEVICES ARE REQUIRED
- WORK AREA WHERE TRAFFIC CONTROL DEVICES ARE NOT REQUIRED
- SURFACE BEFORE CONSTRUCTION
- CONSTRUCTION AREA BOUNDARY

ROADWAY TYPE	DROPOFF ≤ 2"	2" < DROPOFF ≤ 12"	DROPOFF ≥ 12"
AVERAGE DAILY TRAFFIC > 4000 OR SPEED > 40 MPH	TAPER ASPHALT AT 1:1 OR .45°	TYPE II BARRICADES OR DRUMS	TEMPORARY PORTABLE CONCRETE BARRIER OR TEMPORARY GUARDRAIL
ALL OTHER ROADWAYS	NONE REQUIRED	TUBULAR CANDLES OR DELINEATORS	TYPE II BARRICADES OR DRUMS

* SPACE THE DEVICES IN ACCORDANCE WITH REQUIREMENTS FOR SPACING TYPE II BARRICADES AND DRUMS SET FORTH IN THE ALASKA TRAFFIC MANUAL.

NOTES:

- TRAFFIC CONTROL DEVICES REQUIRED BY THE GUIDELINES ON THIS SHEET ARE INTENDED FOR CONDITIONS WHICH WILL BE IN PLACE LONGER THAN ONE CONTINUOUS WORK SHIFT. AN APPROVED TRAFFIC CONTROL PLAN IS REQUIRED PRIOR TO BEGINNING WORK.
- THE GROUND CROSS SECTION AT A LOCATION BEFORE CONSTRUCTION DETERMINES WHETHER TRAFFIC CONTROL DEVICES ARE NEEDED AT THE SAME LOCATION DURING CONSTRUCTION.
- GUARDRAIL EXISTING AT A LOCATION BEFORE CONSTRUCTION SHALL REMAIN IN PLACE DURING CONSTRUCTION OR APPROVED ALTERNATE DEVICES INSTALLED.
- INSTALL TRAFFIC CONTROL DEVICES BETWEEN THE EDGE OF TRAVELED WAY AND THE WORK AREA ON ANY ROADWAY OPENED TO TRAFFIC WHEN REQUIRED BY THIS DRAWING.
- EXISTING ROADWAY ALIGNMENTS INSTALL TRAFFIC CONTROL DEVICES WHEN WORK OCCURS IN THE DEVICES REQUIRED AREAS SHOWN ON THIS DRAWING.
- DETOURS, TEMPORARY ROADWAYS, OR NEW ROADWAYS NOT YET COMPLETE. INSTALL TRAFFIC CONTROL DEVICES WHEN ANY OF THE FOLLOWING CONDITIONS EXIST:
 - THE HORIZONTAL OR VERTICAL CURVATURE IS MORE SEVERE THAN BEFORE CONSTRUCTION BEGAN.
 - THE ROADWAY OR SHOULDER WIDTH IS LESS THAN BEFORE CONSTRUCTION BEGAN.
 - THE BACKSLOPE OR FORESLOPE IS STEEPER THAN BEFORE CONSTRUCTION BEGAN.
 - THE HEIGHT OF THE FORESLOPE IS GREATER THAN BEFORE CONSTRUCTION BEGAN.
- DROPOFFS:

INSTALL TRAFFIC CONTROL DEVICES IN ACCORDANCE WITH THE FORESLOPE SECTION DETAIL AND TABLE 1.
- ON ANY NEWLY CONSTRUCTED SLOPE STEEPER THAN 4:1 TO 3:1 PROVIDE A TEN FOOT FLAT RECOVERY AREA AT THE TOE OF SLOPE OR INSTALL TRAFFIC CONTROL DEVICES IN ACCORDANCE WITH THE FORESLOPE SECTION DETAIL.
- TRAFFIC CONTROL DEVICE REQUIREMENTS:
 - ON ROADWAYS WITH A SPEED LIMIT GREATER THAN 40 MILES PER HOUR OR AVERAGE DAILY TRAFFIC VOLUME GREATER THAN 4000 VEHICLES PER DAY INSTALL TEMPORARY PORTABLE CONCRETE BARRIER OR TEMPORARY GUARDRAIL. ON MULTI-LANE ROADWAYS CLOSE THE LANE CLOSEST TO THE WORK AREA AND INSTALL DRUMS.

TERMINATE RUNS OF TEMPORARY PORTABLE CONCRETE BARRIER USING ONE OF THE FOLLOWING THREE METHODS:

 - TEMPORARY CRASH ATTENUATOR.
 - RIGID TO SEMI-RIGID GUARDRAIL TRANSITION WITH SLOTTED RAIL TERMINAL OR OTHER APPROVED CRASHWORTHY END TREATMENT.
 - FLARE THE ENDS OF THE TEMPORARY BARRIER AWAY FROM THE ROADWAY AT A RATE OF 15:1 ON A TRANSVERSE SLOPE OF 10:1 OR FLATTER TO THE OUTSIDE EDGE OF THE CLEAR ZONE AND INSTALL A SLOPING END TREATMENT, PER STANDARD DRAWING G-46.11.

TERMINATE RUNS OF TEMPORARY GUARDRAIL USING EITHER OF THE FOLLOWING TWO METHODS:

 - SLOTTED RAIL TERMINAL OR OTHER APPROVED CRASHWORTHY END TREATMENT.
 - FLARE THE ENDS OF THE TEMPORARY GUARDRAIL AWAY FROM THE ROADWAY AT A RATE OF 15:1 ON TRANSVERSE SLOPE OF 10:1 OR FLATTER TO THE OUTSIDE EDGE OF THE CLEAR ZONE.
 - ON ALL OTHER ROADWAYS INSTALL TYPE II BARRICADES, DRUMS OR DELINEATORS WHEN DEVICES ARE REQUIRED. SPACE THE DEVICES IN ACCORDANCE WITH THE REQUIREMENTS FOR SPACING TYPE II BARRICADES AND DRUMS SET FORTH IN THE ALASKA TRAFFIC MANUAL.
- DO NOT CONSTRUCT VERTICAL DROP OFFS GREATER THAN 1.5" WITHIN THE TRAFFIC LANE OR ACTIVE WHEEL TRACK. PROVIDE 2' OF SHY DISTANCE FROM EDGE OF ALL TRAFFIC CONTROL DEVICES TO THE EDGE OF THE TRAVELED WAY.

PLANS DEVELOPED BY:
 KINNEY ENGINEERING, LLC
 FOR
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CITY OF HOMER
 PAVEMENT RESTORATION
 HEATH STREET

TRAFFIC CONTROL DEVICES



Safety Benefits:

RRFBs can reduce crashes up to:

47%

for pedestrian crashes.⁴

RRFBs can increase motorist yielding rates up to:

98%

(varies by speed limit, number of lanes, crossing distance, and time of day).³



RRFBs used at a trail crossing.
Source: LJB

For more information on this and other FHWA Proven Safety Countermeasures, please visit

<https://highways.dot.gov/safety/proven-safety-countermeasures> and https://highways.dot.gov/sites/fhwa.dot.gov/files/2022-06/techSheet_RRFB_2018.pdf.

Rectangular Rapid Flashing Beacons (RRFB)

A marked crosswalk or pedestrian warning sign can improve safety for pedestrians crossing the road, but at times may not be sufficient for drivers to visibly locate crossing locations and yield to pedestrians. To enhance pedestrian conspicuity and increase driver awareness at uncontrolled, marked crosswalks, transportation agencies can install a pedestrian actuated Rectangular Rapid Flashing Beacon (RRFB) to accompany a pedestrian warning sign. RRFBs consist of two, rectangular-shaped yellow indications, each with a light-emitting diode (LED)-array-based light source.¹ RRFBs flash with an alternating high frequency when activated to enhance conspicuity of pedestrians at the crossing to drivers.

For more information on using RRFBs, see the Interim Approval in the *Manual on Uniform Traffic Control Devices (MUTCD)*.¹

Applications

The RRFB is applicable to many types of pedestrian crossings but is particularly effective at multilane crossings with speed limits less than 40 miles per hour.² Research suggests RRFBs can result in motorist yielding rates as high as 98 percent at marked crosswalks, but varies depending on the location, posted speed limit, pedestrian crossing distance, one- versus two-way road, and the number of travel lanes.³ RRFBs can also accompany school or trail crossing warning signs.

RRFBs are placed on both sides of a crosswalk below the pedestrian crossing sign and above the diagonal downward arrow plaque pointing at the crossing.¹ The flashing pattern can be activated with pushbuttons or passive (e.g., video or infrared) pedestrian detection, and should be unlit when not activated.

Considerations

Agencies should:²

- Install RRFBs in the median rather than the far-side of the roadway if there is a pedestrian refuge or other type of median.
- Use solar-power panels to eliminate the need for a power source.
- Reserve the use of RRFBs for locations with significant pedestrian safety issues, as over-use of RRFB treatments may diminish their effectiveness.

Agencies shall not:²

- Use RRFBs without the presence of a pedestrian, school or trail crossing warning sign.
- Use RRFBs for crosswalks across approaches controlled by YIELD signs, STOP signs, traffic control signals, or pedestrian hybrid beacons, except for the approach or egress from a roundabout.

¹ *MUTCD Interim Approval 21 - RRFBs at Crosswalks*.

² "Rectangular Rapid Flash Beacon" in PEDSAFE: Pedestrian Safety Guide and Countermeasure Selection System. FHWA, (2013).

³ Fitzpatrick et al. "Will You Stop for Me? Roadway Design and Traffic Control Device Influences on Drivers Yielding to Pedestrians in a Crosswalk with a Rectangular Rapid-Flashing Beacon." Report No. TTI-CTS-0010. Texas A&M Transportation Institute.

⁴ (CMF ID: 9024) NCHRP Research Report 841 Development of Crash Modification Factors for Uncontrolled Pedestrian Crossing Treatments, (2017).

CITY OF HOMER
FINANCIAL SUPPLEMENT

PROJECT NAME	<u>Heath Street Pavement Restoration Project</u>	DATE	<u>11/22/2023</u>
DEPARTMENT	<u>Public Works</u>	SPONSOR	<u>PW Director</u>
REQUESTED AMOUNT	<u>\$ 25,000</u>		

DESCRIPTION	<p>The City Council appropriated \$500,000 to the Pavement Restoration Program with Ordinance 22-26. Resolution 22-073 was adopted, authorizing a Task Order, in the amount of \$140,472, to Kinney Engineering, LLC ("Kinney") to design the Heath Street Pavement Restoration Project, one of the projects in that program, and the design work is now 95% complete.</p> <p>Public Works requested Kinney provide some out-of-scope work to evaluate and design a mid-block crossing at the intersection of Hazel Avenue and Heath Street as well as video camera the existing storm drain, for total cost of \$16,181.25, about 11.5% of the original contract value. The Pavement Restoration Program was closed during the FY24/25 budget process so additional funding is being requested from the HART Roads Fund. This appropriation is to cover the \$16,181.25 as well as a small contingency, for a total of \$25,000, to pay for completion of the design of the Heath Street Pavement Restoration Project.</p>
-------------	---

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 <u>\$ 5,878,660</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 4,303,327</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 25,000</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>\$ 1,550,333</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 _____

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Manager
4 Public Works Director

5 **ORDINANCE 23-62**

6
7 AN ORDINANCE OF THE CITY COUNCIL AMENDING THE FY24
8 CAPITAL BUDGET BY APPROPRIATING AN ADDITIONAL \$25,000
9 FROM THE HOMER ACCELERATED ROADS AND TRAILS (HART)
10 ROAD FUND TO COMPLETE THE DESIGN OF THE HEATH STREET
11 PAVEMENT RESTORATION PROJECT.
12

13 WHEREAS, The City Council appropriated \$500,000 to the Pavement Restoration
14 Program with Ordinance 22-26; and
15

16 WHEREAS, Resolution 22-073 was adopted, authorizing a Task Order, in the amount of
17 \$140,472, to Kinney Engineering, LLC (“Kinney”) to design the Heath Street Pavement
18 Restoration Project, one of the projects in that program, and the design work is now 95%
19 complete; and
20

21 WHEREAS, Public Works requested Kinney provide some out-of-scope work to evaluate
22 and design a mid-block crossing at the intersection of Hazel Avenue and Heath Street as well
23 as video camera the existing storm drain, for total cost of \$16,181.25, about 11.5% of the
24 original contract value; and
25

26 WHEREAS, The Pavement Restoration Program was closed during the FY24/25 budget
27 process so additional funding is being requested from the HART Roads Fund; and
28

29 WHEREAS, This appropriation is to cover the \$16,181.25 as well as a small contingency,
30 for a total of \$25,000, to pay for completion of the design of the Heath Street Pavement
31 Restoration Project.
32

33 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
34

35 Section 1. The Homer City Council hereby amends the FY24 Capital Budget by
36 appropriating \$25,000 to complete the design of the Heath Street Pavement Restoration
37 Project as follows:
38

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
160	HART Roads	\$25,000

39
40
41

42 Section 2. This is a budget amendment ordinance, is temporary in nature, and shall
43 not be codified.
44

45 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___ day of ____, 2024.

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CITY OF HOMER

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KEN CASTNER, MAYOR

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52 ATTEST:

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MELISSA JACOBSEN, MMC, CITY CLERK

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57 YES:

58 NO:

59 ABSENT:

60 ABSTAIN:

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62 First Reading:

63 Public Hearing:

64 Second Reading:

65 Effective Date:



MEMORANDUM

Ordinance 23-63, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Renewing the Appropriation of Funds in the Amount of \$100,000 from the Port & Harbor Reserves Balance for the Purpose of Replacing the Fish Grinding Building and Completing Drainage Improvements. City Manager/Port Director.

Item Type: Backup Memorandum
Prepared For: Mayor and City Council
Date: 11/22/2023
From: Bryan Hawkins, Port Director
Through: Rob Dumouchel, City Manager

Summary Statement:

The City's Fiscal Years 2022 and 2023 Capital Budget, approved by City Council via Ordinance 21-36(S2)(A), appropriated \$100,000 from the Port and Harbor Reserves in support of the Fish Grinding Building Replacement project.

In June of 2022, City administration applied for Dingell-Johnson Sport Fish Restoration Act grant funds from the Alaska Department of Fish and Game to assist with project funding. The award of grant funds was recently approved by the Federal agency managing the awards and we anticipate receiving an obligating award document in January 2024. At that time, staff will prepare an Ordinance for City Council to consider for accepting and appropriating the grant funds.

The City's FY22 Capital budget appropriation will be used to meet the 25% local match requirement. However, the appropriation is set to lapse on June 30, 2024 and needs to be renewed to ensure the funds remain available.

Staff Recommendation:

Adopt Ordinance 23-63 to insure budgeted funds are available as match for Federal grant funds.

CITY OF HOMER
HOMER, ALASKA

City Manager

ORDINANCE 21-36(S-2)(A)

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
ADOPTING THE FISCAL YEARS 2022 AND 2023 CAPITAL BUDGET.

THE CITY OF HOMER ORDAINS:

Section 1. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2022:

Capital Projects Funds:

General Fund Fleet CARMA (152)	\$461,000	\$374,000
General Fund CARMA (156)	\$454,300	\$424,300
Utility CARMA (256)	\$1,092,748	\$773,248
Port Fleet Reserves (452)	\$107,000	
Port Reserves (456)	\$505,000	
HART Roads (160)	\$2,332,168	\$2,212,168 \$2,159,562
HART Trails (165)	\$350,000	\$340,000
HAWSP (205)	\$884,536	\$859,536 \$25,000
Total Capital Expenditures	\$6,186,752	\$6,041,752 \$4,708,110

Section 2. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2023:

Capital Projects Funds:

General Fund Fleet CARMA (152)	\$0
General Fund CARMA (156)	\$0
Utility CARMA (256)	\$0
Port Fleet Reserves (452)	\$0
Port Reserves (456)	\$0
HART Roads (160)	\$0
HART Trails (165)	\$10,000
HAWSP (205)	\$0
Total Capital Expenditures	\$10,000

Section 3. The following transfers be made into Fund 152, Account 0375:

43 Transfer from:

44 <u>Account No.</u>	<u>Description</u>	<u>Amount</u>
45		
46 152-0380	Admin	\$41,929
47 152-0381	Fire	\$120,128
48 152-0382	Police	\$19,756
49 152-0383	Public Works	\$72,700
50 152-0391	Insurance	\$139,818

51

52 Transfer to:

53 <u>Account No.</u>	<u>Description</u>	<u>Amount</u>
54 152-0375	General	\$393,832

55

56 Section 3. The amounts appropriated by this ordinance are appropriated to the

57 purposes stated in the adopted budget.

58

59 Section 4. This Ordinance is limited to approval of the Budget and appropriations for

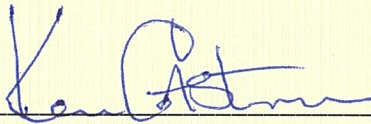
60 Fiscal Year 2022 and 2023, is a non code Ordinance and shall become effective July 1, ~~2022.~~ ²⁰²¹

61

62 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 26th day of July, 2021.

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64 CITY OF HOMER

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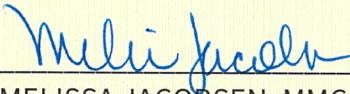
66 _____

67 KEN CASTNER, MAYOR

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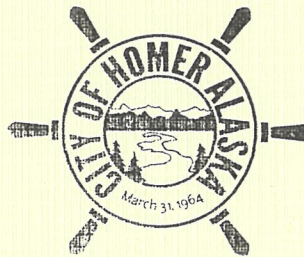
69 ATTEST:

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72 _____

73 MELISSA JACOBSEN, MMC, CITY CLERK



75 AYES: 5

76 NOES: 0

77 ABSTAIN: 0

78 ABSENT: 0

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80 First Reading: 6.14.21

81 Public Hearing: 6.28.21 & 7.26.21

82 Second Reading: 7.26.21

83 Effective Date: ~~7.27.21~~ ^{7.1.21}

**CITY OF HOMER
HOMER, ALASKA**

City Manager

ORDINANCE 23-63

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING THE FY24 CAPITAL BUDGET BY RENEWING THE APPROPRIATION OF FUNDS IN THE AMOUNT OF \$100,000 FROM THE PORT AND HARBOR RESERVES FOR THE PURPOSE OF REPLACING THE FISH GRINDING BUILDING AND COMPLETING DRAINAGE IMPROVEMENTS.

WHEREAS, The City’s Fish Grinding Building houses a fish waste grinding system that annually processes, on average, 304,600 pounds of fish carcasses generated by non-commercial sport fishing activity and collected from the City’s public fish cleaning tables for environmentally sound disposal; and

WHEREAS, Replacing the twenty-two year old, badly-corroded metal clad building and correcting a site drainage/water quality issue is a project in the City’s Capital Improvement Plan; and

WHEREAS, The City’s Fiscal Years 2022 and 2023 Capital Budget, approved by City Council via Ordinance 21-36(S2)(A), appropriated \$100,000 in support of the Fish Grinding Building project; and

WHEREAS, Expenditure of these funds was put on hold while City administration applied for grant funds from the Dingell-Johnson Sport Fish Restoration Act to assist with project costs; and

WHEREAS, The City was recently informed that an award for the project was Federally approved and in the award process; and

WHEREAS, The City’s original appropriation that will be used as local match funds is set to lapse on June 30, 2024 and needs to be renewed to ensure the funds remain available.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY24 Capital Budget to renew the appropriation of \$100,000 from the Port and Harbor Reserves for the purpose of replacing the Fish Grinding Building and completing drainage improvements as follows:

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<u>Fund</u>	<u>Description</u>	<u>Amount</u>
456-0380	Fish Grinding Building Construction	\$100,000

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 _____, 2024.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

Introduction:

Public Hearing:

Second Reading:

Effective Date:



MEMORANDUM

Ordinance 23-64, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Appropriating \$300,000 from the Water Capital Asset Repair and Maintenance Allowance (CARMA) Fund to Design and Rebuild the Ben Walters Pressure Reducing Station. City Manager/Public Works Director.

Item Type: Backup Memorandum
Prepared For: City Council
Date: November 14, 2023
From: Janette Keiser, PE, Public Works Director/City Engineer
Through: Rob Dumouchel, City Manager

I. Issue: The purpose of this Memorandum is to request an appropriation in the amount of \$300,000 from the Water CARMA to rebuild the pressure reducing station in Ben Walters Way.

II. Background:

There is a pressure reducing station in Ben Walters Way, directly under the alignment of the curb/gutter, which will be installed as part of the new sidewalk project. This station is old. It leaks, has outdated plumbing and obsolete electrical works. At first we thought we could abandon this station by demolishing it in place. We proceeded to design the Ben Walters sidewalk with this idea in mind. However, this past summer, we completed work to update Homer's Water Model. This work involved using a computer program to simulate water pressures/flows throughout Homer's water distribution system, augmented by field tests taken at fire hydrants around town. Results from the Water Model demonstrated that the Ben Walters Pressure Reducing Station is an important element of Homer's water distribution resilience; that is, this station allows us to adjust water pressures in multiple branches of the water distribution line, so we can provide continuous water flow to customers in the event an emergency cuts off flow in the immediate proximity. We concluded it is not in the best interests of the public to abandon this pressure reducing station after all.

Once we realized we needed to keep the pressure reducing station at this location, we took a closer look at what was required to bring it to a state of good repair. First, the access port for the station is directly within the alignment of the new sidewalk. As a minimum, we need to relocate the access port so that it doesn't create a conduit for inflow of storm water into the pressure reducing station or create a tripping hazard in the new sidewalk. Next, we need to

repair the plumbing and upgrade the electrical works. We also need to stop ground water from leaking into the station, which will require excavation to expose the concrete vault and applying water proofing. We concluded, with all this work, it would be more cost effective to build a new, above-ground pressure reducing facility, outside the footprint of the road and sidewalk. The estimated cost of doing this is \$300,000. This work needs to be done in conjunction with the sidewalk project, to minimize adverse impact to the water operations and protect the integrity of the new sidewalk. We don't want to have to tear up the new sidewalk to access the old pressure reducing facility.

We are requesting funds from the Water CARMA fund so we can design the rebuild as soon as possible so the work can be done as part of the sidewalk project. Construction of the sidewalk is slated for the summer 2024.

- III. RECOMMENDATION:** That the City Council appropriate \$300,000 from the Water CARMA fund to pay for design and construction of rebuilding a new Ben Walters Pressure Reducing Station as part of the Ben Walters Sidewalk Project.

CITY OF HOMER
FINANCIAL SUPPLEMENT

PROJECT NAME	<u>Ben Walters Pressure Reducing Station</u>	DATE	<u>11/22/2023</u>
DEPARTMENT	<u>Public Works</u>	SPONSOR	<u>PW Director</u>
REQUESTED AMOUNT	<u>\$ 300,000</u>		

DESCRIPTION	<p>The Ben Walters Pressure Reducing Station is an important element of Homer’s water distribution resilience. This station allows Public Works to adjust water pressures in multiple branches of the water distribution line, to provide continuous water flow to customers in the event an emergency cuts off flow in the immediate proximity. The pressure reducing station in Ben Walters Way leaks as well as has outdated plumbing and obsolete electrical works and the most cost effective way of addressing the issues is to build a new, above-ground station, out of the path of the sidewalk.</p> <p>Completing this work as part of the Ben Walters Sidewalk will alleviate the need to tear up a portion of the new sidewalk after its built. Appropriating funds for the design the repairs will allow for the inclusion of the repair work as part of the sidewalk project that is slated for construction in Summer 2024.</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>\$ 2,115,991</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 825,644</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 300,000</u>	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda <u>\$ 35,000</u>	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance <u>\$ 955,347</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 _____

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Manager
4 Public Works Director

5 **ORDINANCE 23-64**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING THE FY24 CAPITAL BUDGET BY APPROPRIATING
9 \$300,000 FROM THE WATER CAPITAL ASSET REPAIR AND
10 MAINTENANCE (CARMA) FUND TO DESIGN AND REBUILD THE BEN
11 WALTERS PRESSURE REDUCING STATION.
12

13 WHEREAS, The Ben Walters Pressure Reducing Station is an important element of
14 Homer’s water distribution resilience; and
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16 WHEREAS, This station allows Public Works to adjust water pressures in multiple
17 branches of the water distribution line, to provide continuous water flow to customers in the
18 event an emergency cuts off flow in the immediate proximity; and
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20 WHEREAS, The pressure reducing station in Ben Walters Way leaks as well as has
21 outdated plumbing and obsolete electrical works and the most cost effective way of
22 addressing the issues is to build a new, above-ground station, out of the path of the sidewalk;
23 and
24

25 WHEREAS, Completing this work as part of the Ben Walters Sidewalk will alleviate the
26 need to tear up a portion of the new sidewalk after its built; and
27

28 WHEREAS, Appropriating funds for the design the repairs will allow for the inclusion of
29 the repair work as part of the sidewalk project that is slated for construction in Summer 2024.
30

31 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
32

33 Section 1. The Homer City Council hereby amends the FY24 Capital Budget by
34 appropriating \$300,000 to design and rebuild the Ben Walters Pressure Reducing Station as
35 follows:
36

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
256-0378	Ben Walters Pressure Reducing Station	\$300,000

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40 Section 2. This is a budget amendment ordinance, is temporary in nature, and shall
41 not be codified.
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43 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___ day of ____, 2024.
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CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSENT:

ABSTAIN:

First Reading:

Public Hearing:

Second Reading:

Effective Date:



MEMORANDUM

Ordinance 24-05, An Ordinance of the City Council of Homer, Alaska, Amending the FY24 and 25 Capital Budget By Appropriating Funds in the Amount of \$288,524 From the Port and Harbor Match Reserves to Meet the City's Increased Local Match Requirement for the Homer Harbor Expansion General Investigation Being Conducted in Partnership with the Army Corps of Engineers and the State of Alaska. Lord/Hansen.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: 2JAN24
From: Councilmembers Hansen and Lord

The Homer Harbor Expansion General Investigation (GI) was initiated in 2023 and later that year the US Army Corps of Engineers (USACE) communicated to the City that the initial cost for the GI had increased to \$4,154,093 resulting in a need for the City to appropriate an additional \$288,524. Council, the Port and Harbor Commission, and staff have worked together to identify a path forward for funding, and in November 2023 the Council unanimously approved Resolution 21-130 which stated intent to appropriate the City's match for the increased cost of the GI.

The GI was originally priced at \$3 million, however, the USACE decided that we would need to add geotechnical analysis and a ship simulation at a cost of \$1,154,093 to complete a comprehensive report that would lead to a reasonably accurate cost estimate. The City split the cost of the original \$3 million three ways: \$750,000 City of Homer, \$750,000 State of Alaska, \$1.5 million USACE. For the new cost, we are proposing a split of similar proportions which results in a need for \$288,524 from the Port and Harbor Match Reserves. The City will lobby the State for a matching amount from the State Legislature, and USACE intends to cover the remaining funds through future federal budgets.

RECOMMENDATION: Adopt Ordinance 24-05

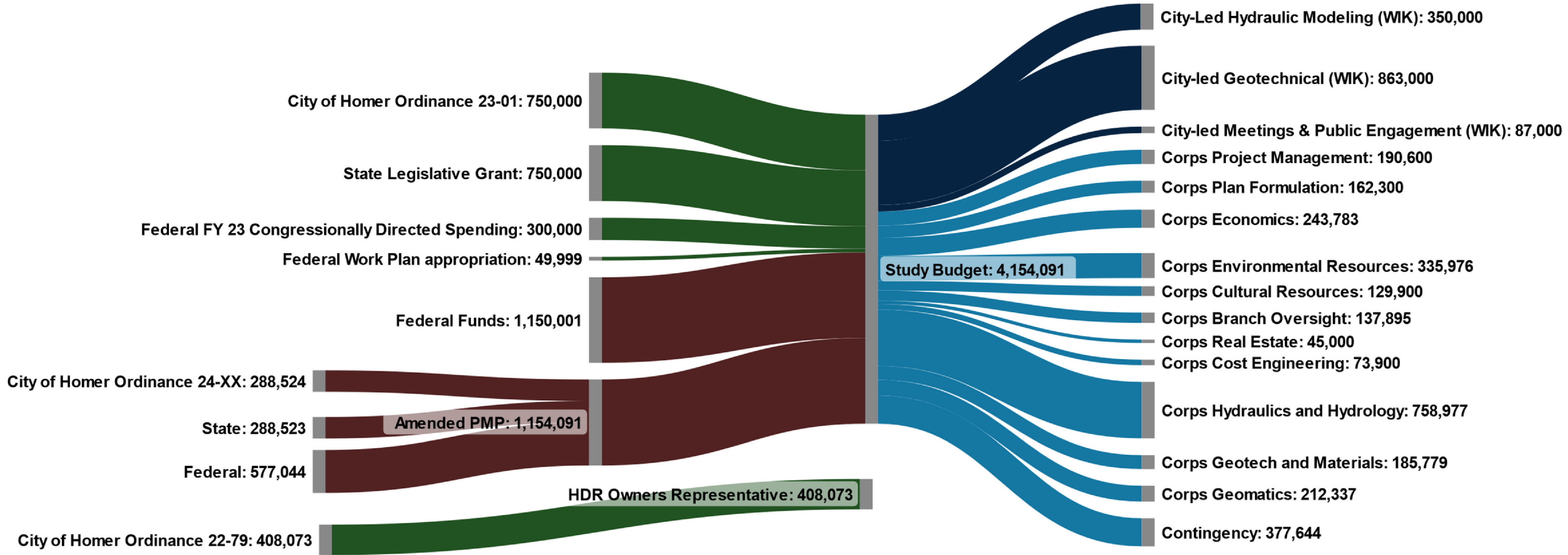
**CITY OF HOMER
FINANCIAL SUPPLEMENT**

PROJECT NAME	<u>Additional Match Funds - Homer Harbor Expansion General Investigation</u>	DATE <u>01/03/2024</u>
DEPARTMENT	<u>Council</u>	SPONSOR <u>Lord/Hansen</u>
REQUESTED AMOUNT	<u>\$ 288,524</u>	

DESCRIPTION	<p>Homer Harbor Expansion has been the City's highest ranking priority Capital Improvement project since 2004 to (1) meet moorage demand, (2) address overcrowding and associated navigational safety concerns and high maintenance costs, and (3) support regional, statewide and national marine transportation, the maritime economy and national security.</p> <p>The Homer Harbor Expansion's General Investigation (GI) with the US Army Corps of Engineers (USACE) was successfully initiated in 2023 under a \$3 million Federal Cost Share Agreement in which study costs are being shared fifty percent Federal/twenty-five percent City of Homer/twenty-five percent State sponsors. Due to the USACE's required addition of geotechnical analysis and ship simulation to the scope of the GI, the original cost of the GI has increased by \$1,154,093 to be similarly shared between the Federal and Local partners.</p> <p>Homer City Council Resolution 23-130 agreed to the revised GI scope and cost in the Project Management Plan, stating it is prudent to continue to explore options for a harbor expansion to relieve congestion and improve navigational safety within Homer's Port and Harbor. Consistent with the shared local match partnership, Homer City Council Resolution 23-130 additionally expressed the City of Homer's intent to appropriate funds in the amount of \$288,524 for fifty percent of the required local sponsor match and seek State matching funds for the remaining fifty percent.</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 (456-0389)	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance <u>\$ 1,493,675</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 0</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 288,524</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>\$ 1,205,151</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 _____



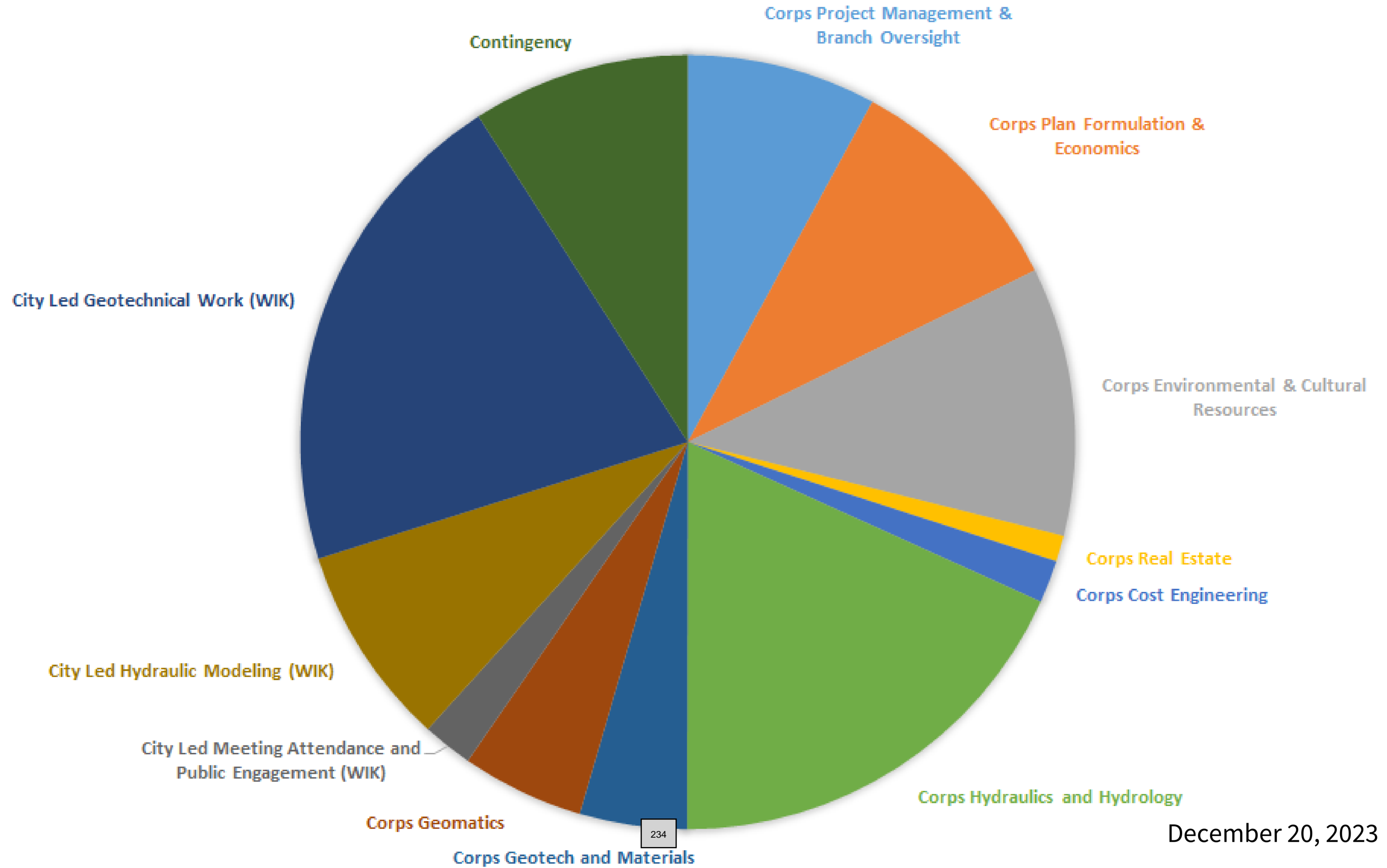
■ **Funded**

■ **Not Yet Funded**

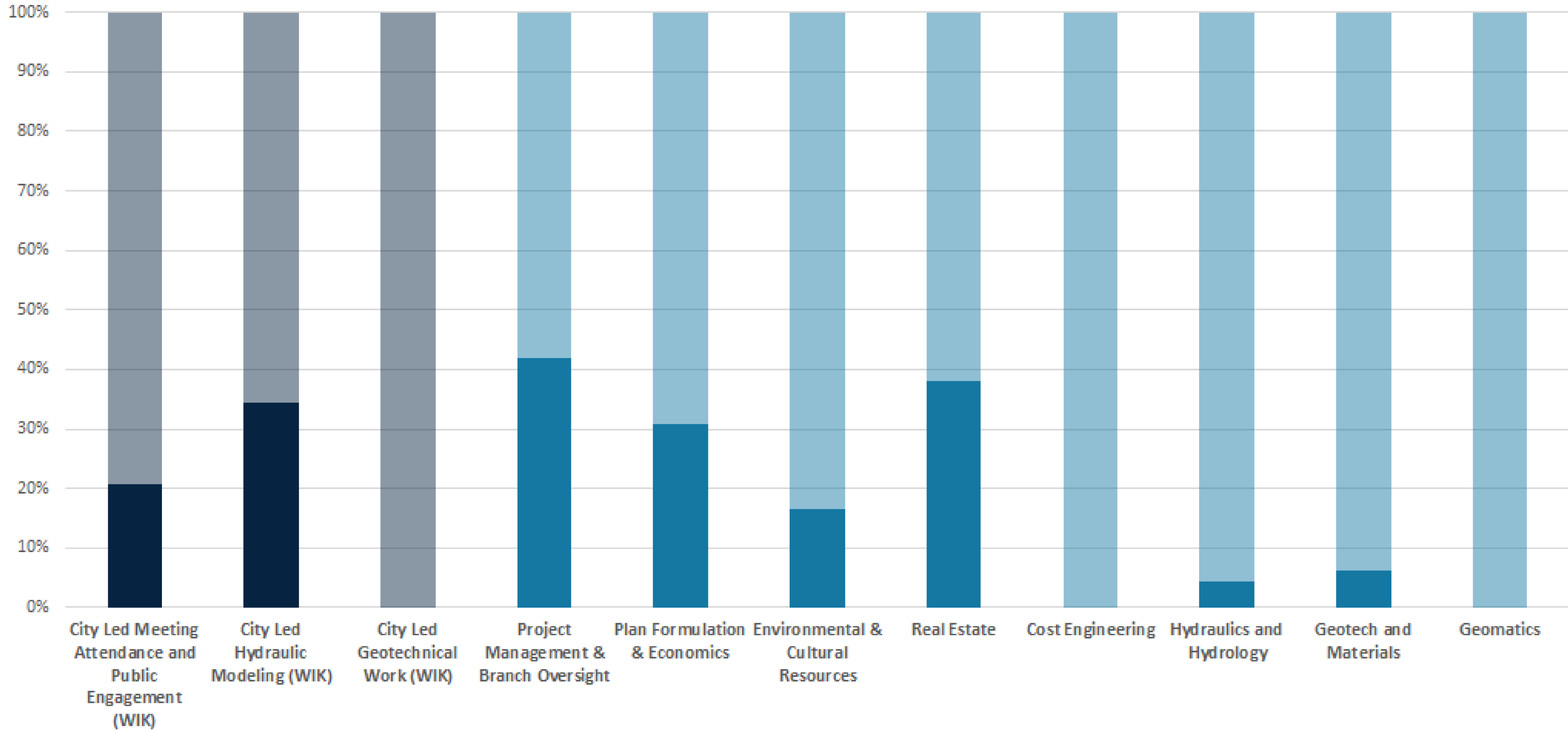
■ **City Led Work**

■ **Corps Work**

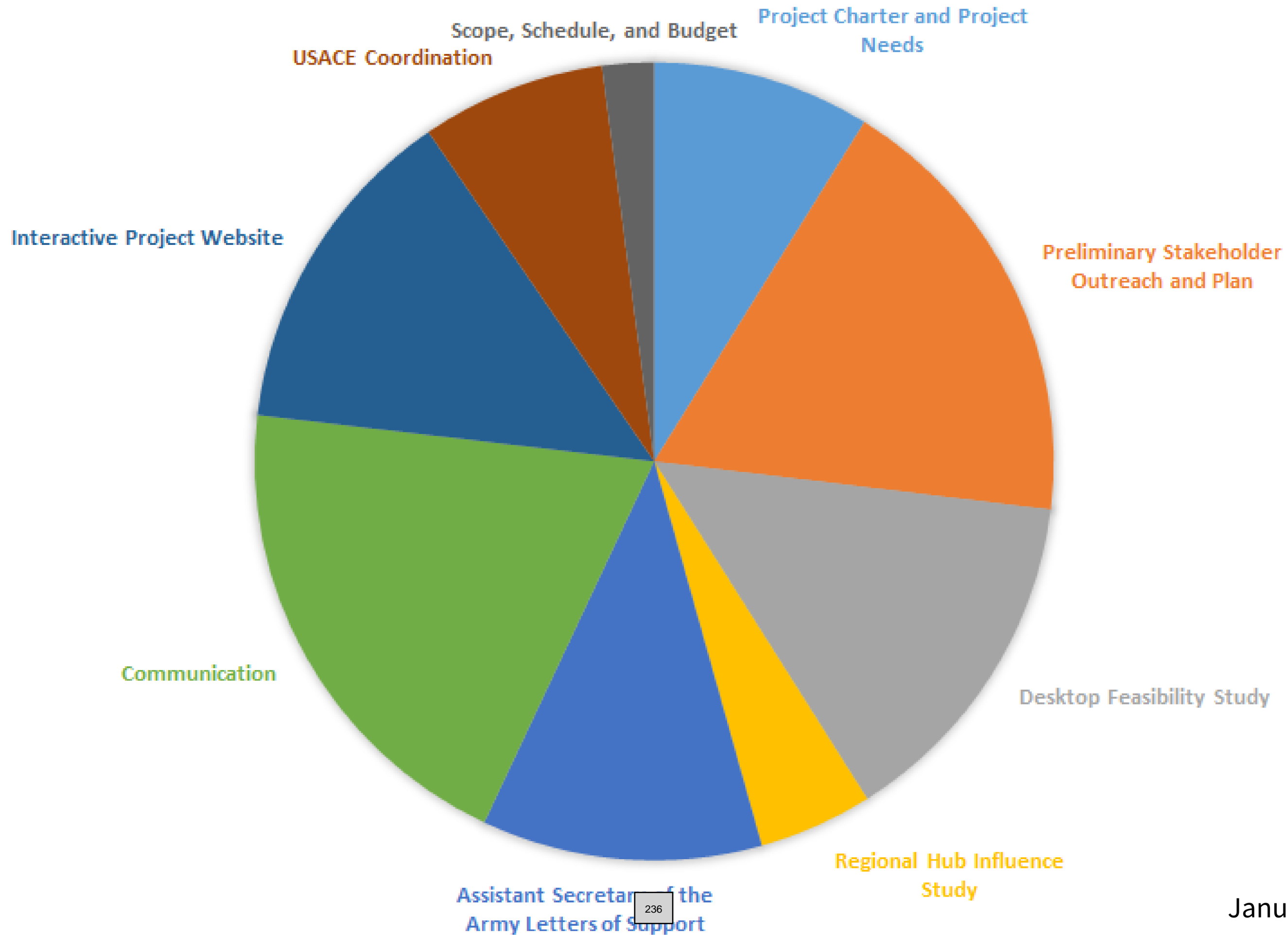
Study Budget



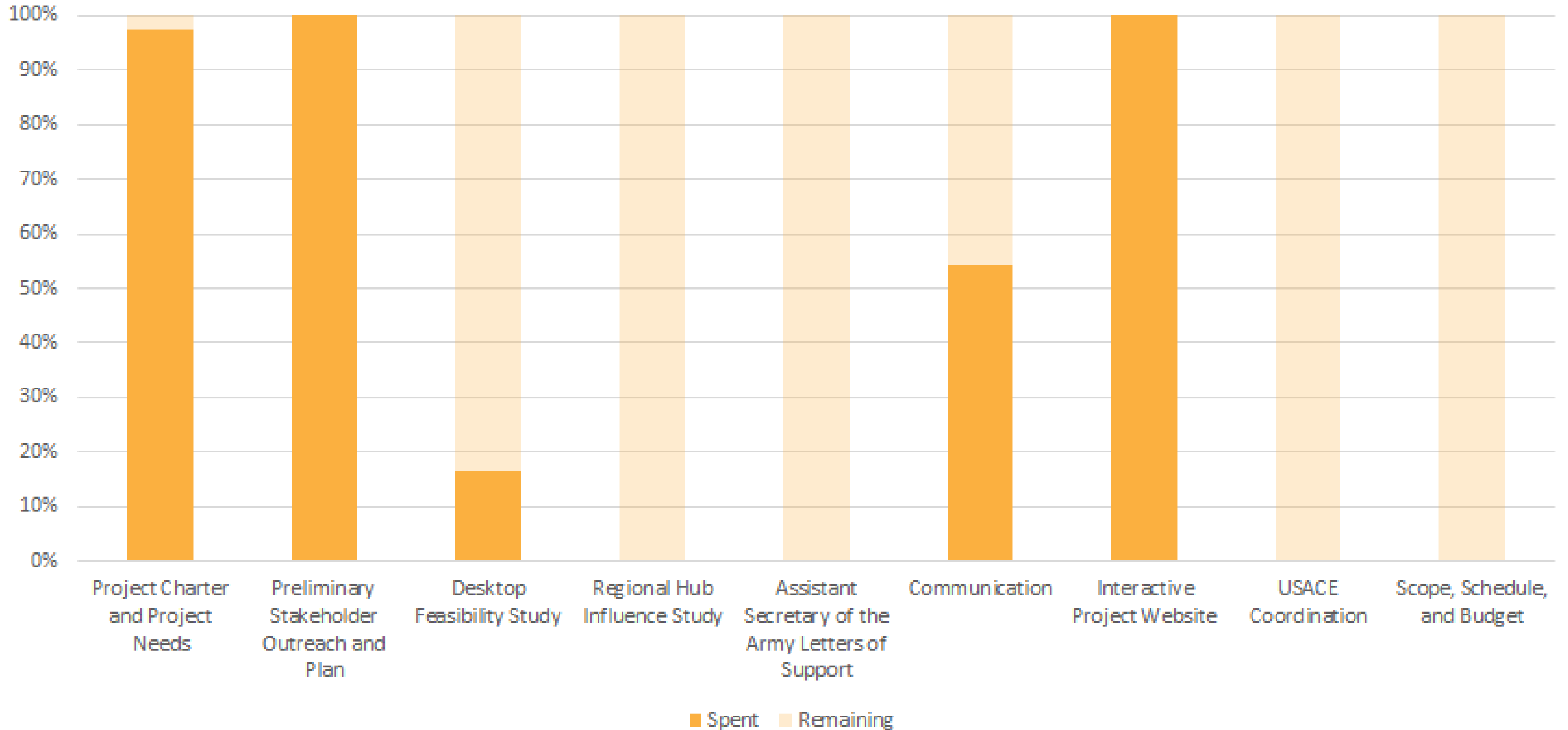
Spent to Date by Study Budget Category



Owner's Representative Budget



Owner's Representative Spent to Date by Task



1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 Lord/Hansen

4 **ORDINANCE 24-05**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
7 AMENDING THE FY24 CAPITAL BUDGET BY APPROPRIATING
8 FUNDS IN THE AMOUNT OF \$288,524 FROM THE PORT AND
9 HARBOR MATCH RESERVES TO MEET THE CITY'S INCREASED
10 LOCAL MATCH REQUIREMENT FOR THE HOMER HARBOR
11 EXPANSION GENERAL INVESTIGATION BEING CONDUCTED IN
12 PARTNERSHIP WITH THE ARMY CORPS OF ENGINEERS AND THE
13 STATE OF ALASKA.

14
15 WHEREAS, Homer Harbor Expansion has been the City's highest ranking priority Capital
16 Improvement project since 2004 to (1) meet moorage demand, (2) address overcrowding and
17 associated navigational safety concerns and high maintenance costs, and (3) support regional,
18 statewide and national marine transportation, the maritime economy and national security;
19 and

20
21 WHEREAS, The Homer Harbor Expansion's General Investigation (GI) with the US Army
22 Corps of Engineers (USACE) was successfully initiated in 2023 under a \$3 million Federal Cost
23 Share Agreement in which study costs are being shared fifty percent Federal/twenty-five
24 percent City of Homer/twenty-five percent State sponsors; and

25
26 WHEREAS, Due to the USACE's required addition of geotechnical analysis and ship
27 simulation to the scope of the GI, the original cost of the GI has increased by \$1,154,093 to be
28 similarly shared between the Federal and Local partners; and

29
30 WHEREAS, Homer City Council Resolution 23-130 agreed to the revised GI scope and
31 cost in the Project Management Plan, stating it is prudent to continue to explore options for a
32 harbor expansion to relieve congestion and improve navigational safety within Homer's Port
33 and Harbor; and

34
35 WHEREAS, Homer City Council is greatly appreciative of our Federal and State partners
36 and recognizes that the success and continuation of this project lies in continued active
37 partnership and investment between all three; and

38
39 WHEREAS, Consistent with the shared local match partnership, Homer City Council
40 Resolution 23-130 additionally expressed the City of Homer's intent to appropriate funds in the
41 amount of \$288,524 for fifty percent of the required local sponsor match and seek State
42 matching funds for the remaining fifty percent.

44 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

45
46 Section 1. The Homer City Council hereby amends the FY24 Capital budget by
47 appropriating \$288,524 to meet the City’s increased local match requirement for the Homer
48 Harbor Expansion General Investigation being conducted in partnership with the US Army
49 Corps of Engineers and the State of Alaska as follows:

50

51 Transfer from:

52 <u>Fund</u>	53 <u>Description</u>	54 <u>Amount</u>
55 456-0389	56 Port and Harbor Match Reserves	57 \$288,524

58

59 Transfer to:

60 <u>Fund</u>	61 <u>Description</u>	62 <u>Amount</u>
63 415-0943	64 Homer Harbor Expansion General Investigation	65 \$288,524

66 Section 3. This ordinance is a budget amendment only, is not of a permanent nature
67 and is a non code ordinance.

68 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this ____ day of January, 2024.

69 CITY OF HOMER

70 _____
71 KEN CASTNER, MAYOR

72 ATTEST:

73 _____
74 MELISSA JACOBSEN, MMC, CITY CLERK

75 YES:

76 NO:

77 ABSTAIN:

78 ABSENT:

79 First Reading:

80 Public Hearing:

81 Second Reading:

82 Effective Date:



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: Council Member Davis

Summary Statement:

The State of Alaska Department of Transportation and Public Facilities (DOT-PF) is preparing to begin construction this spring (2024) on a major rehabilitation of the Sterling Highway from Anchor Point to Baycrest (MP 157-169).

The highway rehabilitation will include “new roadway pavement, additional shoulder width and the addition of passing/climbing lanes, **replacement of bridges and culverts and stabilization of stream banks.**”

In a series of meetings with the Homer Trails Alliance (HTA) and Homer city staff, DOT-PF personnel have expressed willingness to consider including as part of the project a pedestrian underpass at the Diamond Creek culvert that would provide a connection between existing trail systems: the city’s Diamond Creek Recreation Area and Rogers Loop Trailhead on the east side of the Sterling Highway, and the Diamond Creek State Recreation Site trail system (“Diamond Gulch”) on the west side of the highway.

However, DOT-PF regulations preclude the department from expending funds on a trail underpass absent a commitment by municipal or other authorities to extend existing trails up to the proposed underpass.

In meetings with DOT-PF, city staff have indicated general support by the city for eventually connecting existing trails to a future pedestrian underpass, but they have been unable to point to any specific plans or funding for such work.

The Homer Trails Alliance has up to 60 volunteers, many highly experienced, who are willing to do much of the trail-building work that would be required – but before beginning any work (in coordination with city staff, of course) a detailed, professional design is required.

This ordinance aims to address DOT-PF concerns about the city's lack of a formal commitment to providing the connecting infrastructure for an underpass. By appropriating this relatively modest amount now for engineering services for a Preliminary Design, the city will be demonstrating in a tangible way its commitment to proceed with the work.

If this tangible commitment does secure agreement from DOT-PF to proceed with the underpass, the funds can then be expended on the design -- and once the design is completed and approved, HTA volunteers, in close coordination with City Staff, will be able to begin work on connecting trails.

Because DOT-PF will begin work on this project in a matter of months, time is of the essence.

Recommendation:

Introduce the ordinance today, so that a public hearing can be held in two weeks. Request that PARCAC review expeditiously, ideally at its next meeting in January, prior to expenditure of funds, to confirm whether HART Funds are available for the full amount, given other needs in the areas of trail construction and maintenance.

Attachments:

1. West Homer HTA Map
2. Area Map with Trail Distances

**CITY OF HOMER
FINANCIAL SUPPLEMENT**

PROJECT NAME	<u>Trails Engineering Design Study - DCRA</u>	DATE	<u>01/03/2024</u>
DEPARTMENT	<u>Council</u>	SPONSOR	<u>Davis</u>
REQUESTED AMOUNT	<u>\$ 25,000</u>		

DESCRIPTION	<p>The City Council approved the Diamond Creek Recreation Area (DCRA) Management Plan in May 2013. Development of DCRA is included in the City of Homer's 2024-2029 Capital Improvement Plan. 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.</p> <p>The HART Policy Manual identifies a process for nomination and selecting trails for funding by the HART Trails Fund. A Trails Engineering Design Study will provide design and engineering specifics regarding trails and facilities in the DCRA and assist the City of Homer in evaluating the best use of a large land parcel in west Homer. The City of Homer has the capacity with existing staff and community volunteers to develop public recreation multi use trails in the DCRA.</p> <p>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.</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%	0%	100%	0%	0%

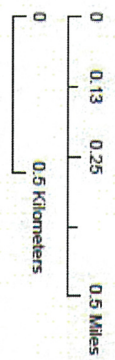
FUNDING SOURCE 1: HART Trails (165)	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance <u>\$ 1,090,060</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 386,671</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 25,000</u>	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda <u>\$ 0</u>	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance <u>\$ 678,389</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 _____

HNTB, Inc. (Lead Firm)
 2000 West 10th Avenue, Suite 1000
 Anchorage, Alaska 99501
 Phone: (907) 562-1000
 Fax: (907) 562-1001
 www.hntb.com
 Project: West Homer Area Recreation Planning
 Map Number: CH-2000-1001

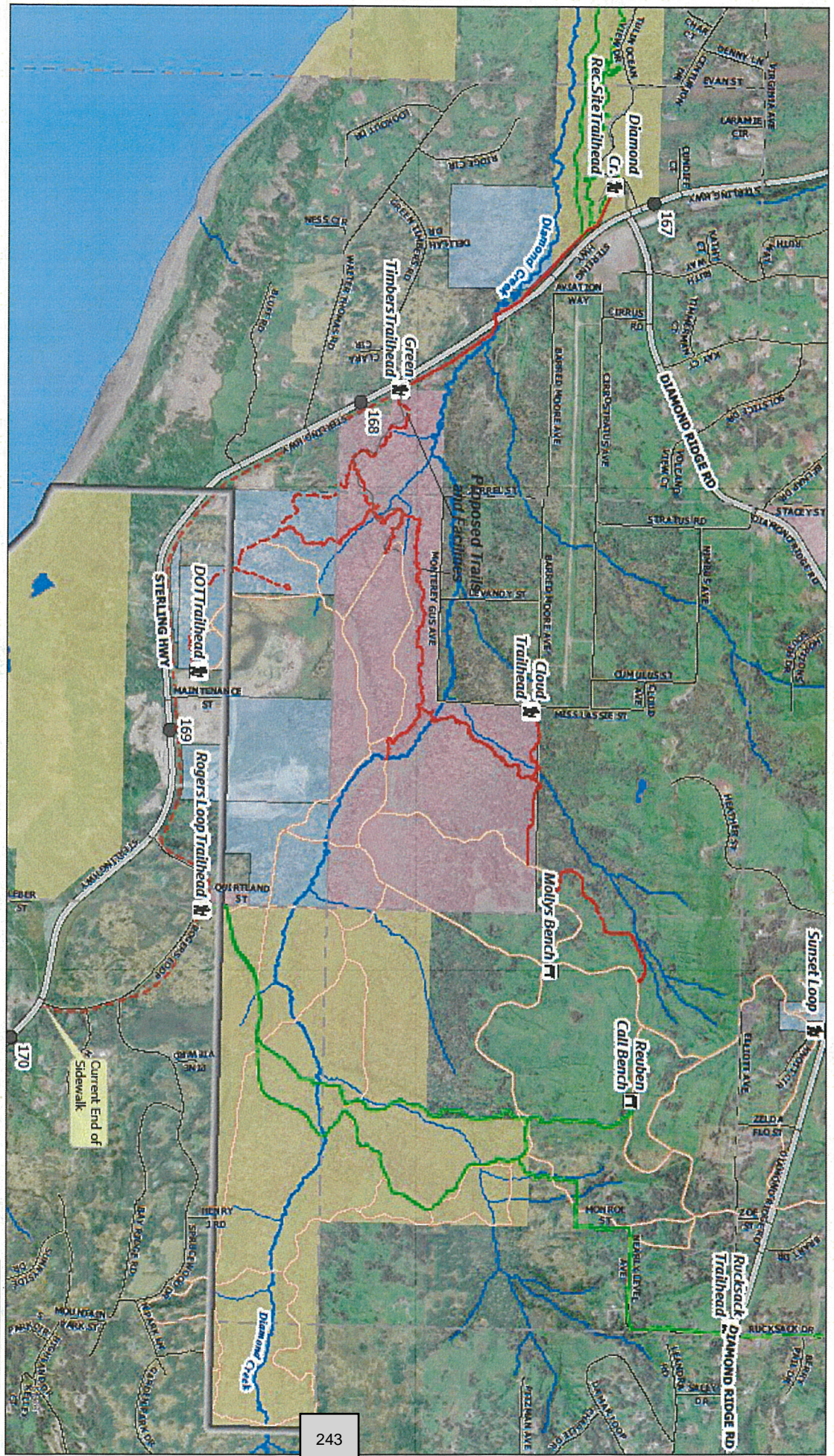
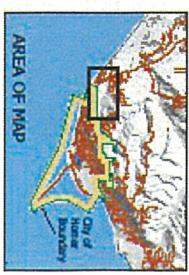


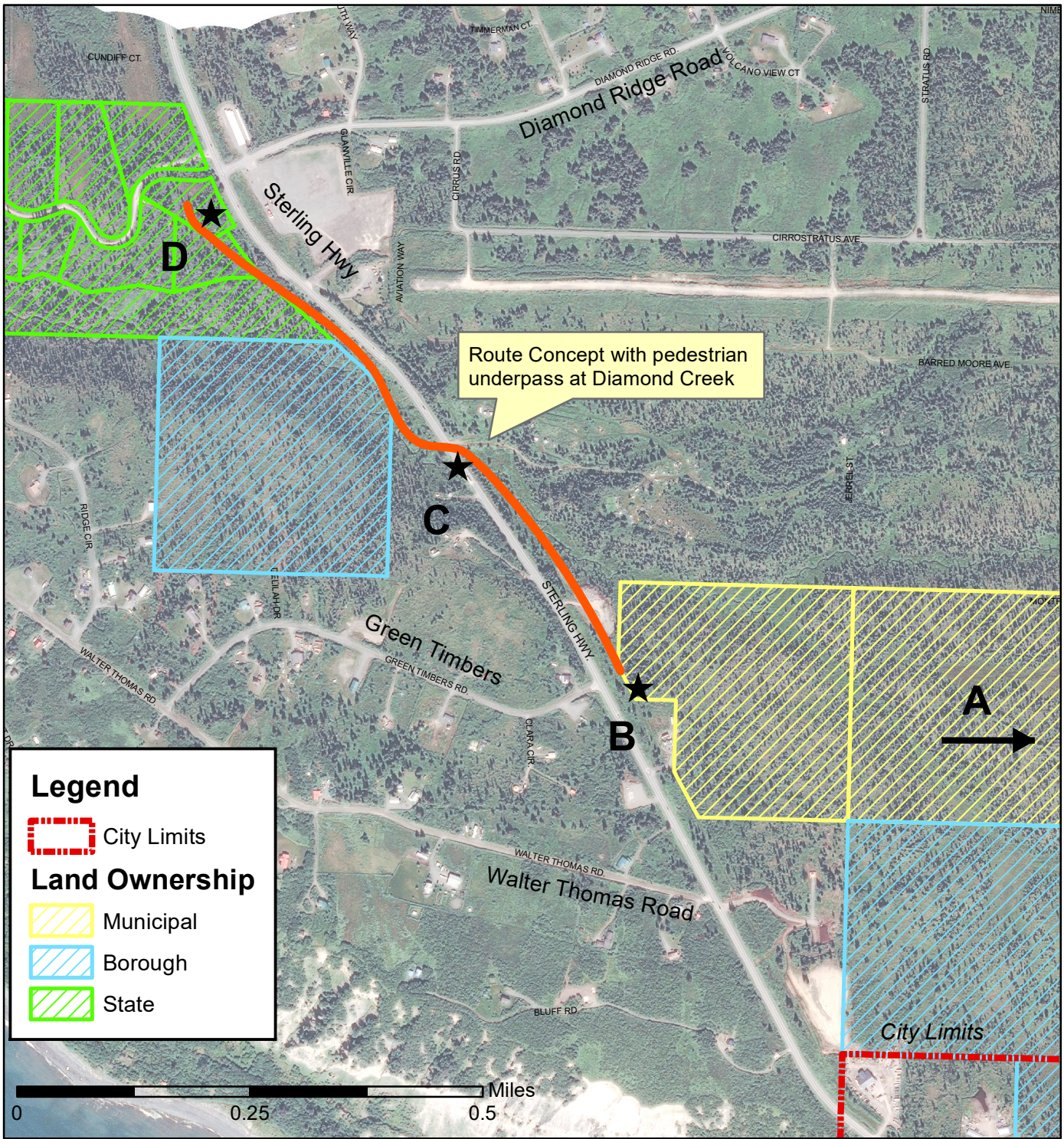
Legend

	Proposed All Abilities Trails		Streets
	Proposed Connector Trails		Major Roads
	Trails		Highway Interlock
	Hiking and Biking Trails		Winter (ski) Trails
	USGS Section Lines		City Home Boundary
	Bench		Trailhead



WEST HOMER RECREATION PLANNING





Legend

City Limits

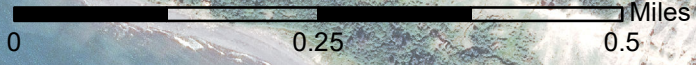
Land Ownership

Municipal

Borough

State

Route Concept with pedestrian underpass at Diamond Creek



City of Homer
 Planning and Zoning Department
 January 3, 2024

Area Map

Estimated New Trail Distances	City Owned Land
A-B: 3,100	Private Lands + DOT ROW
B-C: 1,600	Private, Borough,
C-D: 2,500	State Lands and DOT ROW

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**

Davis

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.

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.

44 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
45

46 Section 1. The Homer City Council hereby amends the FY24 Capital Budget by
47 appropriating \$25,000 to develop a DCRA Trails Engineering Design Study as follows:
48

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

51
52 Section 2. A DCRA Trails Engineering Design adopted by Resolution. The DCRA Trails
53 Engineering Design Study shall include an analysis of right of way and other aspects of trail
54 connectivity in the project area.
55

56 Section 3. This is a budget amendment ordinance, is temporary in nature and shall not
57 be codified.
58

59 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this ____ day of _____, 2024.
60

61
62 CITY OF HOMER

63
64 _____
65 KEN CASTNER, MAYOR
66

67
68 ATTEST:
69

70 _____
71 MELISSA JACOBSEN, MMC, CITY CLERK
72

73 YES:

74 NO:

75 ABSTAIN:

76 ABSENT:
77

78 First Reading:

79 Public Hearing:

80 Second Reading:

81 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 Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: January 4, 2024
SUBJECT: City Manager's Report for January 8, 2024 Council Meeting

AMMA/AML Conference

In December I attended the Alaska Municipal Management Association (AMMA) and Alaska Municipal League (AML) conferences in Anchorage.

As president of the AMMA, I was responsible for a large part of the conference's coordination and I also delivered two presentations to the group. I gave an interdisciplinary presentation on public engagement and conflict concepts/frameworks from fields such as political science, energy development, and fisheries management. I also co-hosted a session on generative artificial intelligence for local government with the Deputy City Manager of Juneau. I was re-elected president of the association and will continue my leadership role with the organization in 2024.

When the AML conference got underway, I was joined by the Mayor and Councilmembers Aderhold, Davis, Erickson, and Hansen. During the AML conference I attended sessions on topics such as asset management, social determinants of health, TIFIA funding, and cybersecurity. I also attended a meeting of the Alaska Remote Sellers Sales Tax Commission, the Alaska Municipal League Investment Pool (AMLIP) annual meeting, the AML annual business meeting, and I participated in an Alaska Municipal League Joint Insurance Association (AMLJIA) board meeting as a board trustee. I also made time for a meeting with the owner of a mariculture business that operates seasonally in Homer to discuss their operation and the mariculture scene in Alaska at large.

Audit Update

Finance staff had a discussion with our auditors at BDO laying out the tentative plan for wrapping up the audit. Final review is scheduled for the week of the 8th and the week after we should be able to publish and bring the audit to completion at the second meeting in January.

Meetings with State Legislators

Councilmembers Hansen and Lord, along with me, Port Director Bryan Hawkins, and Special Projects Coordinator Jenny Carroll met with Representative Sarah Vance and Senator Gary Stevens to provide updates on the Homer Harbor Expansion general investigation. Both indicated continued support for the general investigation and are looking forward to meeting with the City in Juneau in February.

Comprehensive Plan Kick Off

In late December, City staff from planning, economic development, and engineering met with Agnew::Beck's comprehensive plan project team for a kick off meeting. We had a discussion about the project timeline, Council goals and interests, ideas for public engagement and outreach, etc. We will be meeting with them weekly for operational discussions to keep the project moving towards timely completion. The intent is to plan for a significant number of interactions with elected and appointed officials while also using staff from all over the organization to assist with outreach and data collection efforts.

Fireworks Support

City staff have collaborated closely with organizers of the New Year's Eve fireworks at Mariner Park. As the event has become more popular, coordinating efforts between Police, Fire/EMS, Public Works and the Port & Harbor has become increasingly important to a safe and enjoyable event. This year's fireworks went well from the City perspective and we look forward to continuing to work with the organizers for the continued improvement of future events.

Homer High Government Class Visits City Hall

The Homer High School Government Class visited City Hall on Tuesday, December 12th for a guided tour, followed by a Q&A session in the Council Chambers with Mayor Castner and Council Members Aderhold, Lord, Venuti, and Erickson. The students had an hour to explore the inner workings of local government, gaining insights into the daily operations of City Hall. The Q&A session aimed to provide a firsthand understanding of the roles and responsibilities of local leaders, allowing students to ask questions and engage in meaningful discussions. The goal of this experience was designed to bridge the gap between classroom learning and practical civic engagement. Mayor Ken Castner emphasized, "Homer High grads are disbursed throughout the City. You need to participate, and that begins with talking and communication." The teens were encouraged to care about the community and be aware of what is being discussed, as they are the future of Homer.





MEMORANDUM

Homer Harbor Expansion Study Monthly Written Update

Item Type: Informational Memorandum
Prepared For: Mayor and City Council
Date: December 26, 2023
From: Jenny Carroll, Special Projects and Communications Coordinator
Through: Rob Dumouchel, City Manager and Bryan Hawkins, Port Director

Purpose: This memorandum provides the Homer Harbor Expansion Study monthly written update to Homer City Council per Resolution 23-037.

The U.S. Army Corps of Engineers (USACE) Project Development Team (PDT)

Continuing study activities:

- The Vertical Team Alignment Memo is working its way from the Pacific Ocean Division in Hawaii up the chain to the Chief.
- Two-day Ecological Modeling Workshop for environmental specialists is being organized.
- Homer Small Boat Harbor Vessel Economic Survey being routed through the USACE for approval.
- Preparing permit applications to be ready to proceed with geotechnical investigations; discussed advantages of completing the geotechnical survey portion of the investigations in February 2024 so data can be used to inform the geotechnical core sampling plan and be ready to move forward when study activities resume in full.
- Developing plan for the ship simulation component of the study.

HDR – Owner Representative:

- Nearing completion of the Coastal Numerical Modeling (waves, tides/storm surge, sediment transport) of existing (baseline) conditions Report for USACE PDT review; completing the modeling will allow progress on the designs once the study fully starts up again and geotechnical data is gathered.
- Preparing HHE Quarterly Report to present to City Council at a January 22, 2024 in which HDR will provide an overview of the Coastal Numerical Modeling report they are completing.
- Assisting City staff to implement Communications Plan and to maintain and update [HHE website](#).

City of Homer staff:

- Attended monthly USACE Project Development Team meeting and weekly meeting with HDR.
- Distributed Homer City Council Resolution 23-130 to Governor Dunleavy's office, Jill Schaefer (Governor Dunleavy's Kenai Peninsula liaison), Representative Vance and Senator Stevens.
- Reported to Council that additional HHE match funding was not included in Governor Dunleavy's proposed FY25 budget.

- While being hosted in Juneau by the Marine Exchange of Alaska for their Board Meeting, Port Director Hawkins took the opportunity to meet with:
 - Shareen Crosby, Crosby, the Infrastructure Investment Coordinator for the Office of the Governor to brief her on the HHE study and share Resolution 23-130.
 - Coast Guard Commander Torba to discuss the USCG's interests and input in the Homer Harbor Expansion study and the proposal for a USCG Small Boat Station in Homer. More information about this meeting will be included in the January 8, 2024 City Manager's Report.
- Prepared informational materials for Council Champions in support of developing an Ordinance appropriating additional City match funds (for introduction at the January 8 City Council meeting) and for Resolution of Support requests to the Kenai Peninsula Borough Assembly and the State of Alaska.
- At the request of Council Champions arranged meetings with Representative Vance (12/18) and Senator Stevens (12/20) to discuss status of the HHE study and City's request for additional State match funding in the FY25 State budget.
- Met with Council Champions to review HHE Communications Plan and to develop materials to communicate financial progress of the study.
- Met with J&H Consultants to begin planning for advocacy in Juneau during AML's 2024 Winter Legislative Conference, February 20-22, 2024.
- Ongoing Communications/outreach: Information and updates about the study are being disseminated through the Harbor Expansion website, the City's monthly newsletter and the City of Homer Facebook and Instagram pages.

RECOMMENDATION:

Informational Only.

General Fund
Expenditure Report
Actuals through December 2023
50% Fiscal Year Elapsed

Current Fiscal Analysis

	FY24		FY24 YTD	
	ADOPTED		ACTUAL	
	BUDGET		\$	%
Revenues				
Property Taxes	\$ 4,115,085	\$ 4,373,562	106%	
Sales and Use Taxes	8,939,282	5,374,976	60%	
Permits and Licenses	43,797	24,600	56%	
Fines and Forfeitures	10,303	1,274	12%	
Use of Money	0	76,227		
Intergovernmental	746,338	257,567	35%	
Charges for Services	396,890	230,537	58%	
Other Revenues	-	53,733		
Airport	198,448	114,241	58%	
Operating Transfers	1,728,989	-	0%	
Total Revenues	\$ 16,179,131	\$ 10,506,717	65%	
Expenditures & Transfers				
Administration	\$ 2,288,320	\$ 894,040	39%	
Clerks/Council	927,024	362,908	39%	
Planning	387,478	125,498	32%	
Library	1,079,132	501,143	46%	
Finance	898,578	352,525	39%	
Fire	1,881,175	798,044	42%	
Police	4,282,603	2,140,498	50%	
Public Works	3,512,438	1,521,719	43%	
Airport	229,618	82,297	36%	
City Hall, HERC	179,040	81,633	46%	
Non-Departmental	179,000	154,000	86%	
Total Operating Expenditures	\$ 15,844,405	\$ 7,014,306	44%	
Transfer to Other Funds				
Leave Cash Out	\$ 221,360	\$ -	0%	
Other	103,366	-	0%	
Total Transfer to Other Funds	\$ 324,725	\$ -	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	\$ 16,179,131	\$ 7,014,306	43%	
Net Revenues Over (Under) Expenditures	\$ 0	\$ 3,492,411		

These numbers are preliminary and are subject to change

Water and Sewer Fund
Expenditure Report
Actuals through November 2023
50% Fiscal Year Elapsed

Current Fiscal Analysis

	FY24		FY24 YTD	
	ADOPTED		ACTUAL	
	BUDGET		\$	%
Revenues				
Water Fund	\$ 2,369,005	\$ 1,071,875	45%	
Sewer Fund	1,948,388	930,321	48%	
Total Revenues	\$ 4,317,393	\$ 2,002,196	46%	
Expenditures & Transfers				
<u>Water</u>				
Administration	\$ 309,507	\$ 157,687	51%	
Treatment Plant	684,568	308,630	45%	
System Testing	33,000	18,682	57%	
Pump Stations	115,707	43,957	38%	
Distribution System	372,744	187,632	50%	
Reservoir	19,025	7,857	41%	
Meters	285,597	27,770	10%	
Hydrants	214,533	100,525	47%	
<u>Sewer</u>				
Administration	\$ 303,612	\$ 152,926	50%	
Plant Operations	836,304	353,129	42%	
System Testing	18,000	5,953	33%	
Lift Stations	216,060	93,372	43%	
Collection System	306,884	120,353	39%	
Total Operating Expenditures	\$ 3,715,541	\$ 1,578,472	42%	
Transfer to Other Funds				
Leave Cash Out	\$ 15,769	\$ -	0%	
GF Admin Fees	-	-	0%	
Other	22,945	-	0%	
Total Transfer to Other Funds	\$ 38,714	\$ -	0%	
Transfers to CARMA				
Water	\$ 309,001	\$ -	0%	
Sewer	254,138	-	0%	
Total Transfer to CARMA Funds	\$ 563,138	\$ -	0%	
Total Expenditures & Transfers	\$ 4,317,393	\$ 1,578,472	37%	
Net Revenues Over(Under) Expenditures	\$ 0	\$ 423,724		

Port and Harbor Fund
Expenditure Report
Actuals through November 2023
50% Fiscal Year Elapsed

Current Fiscal Analysis

	FY24		FY24 YTD	
	ADOPTED		ACTUAL	
	BUDGET		\$	%
Revenues				
Administration	\$ 614,164	\$ 394,100	64%	
Harbor	3,961,361	3,084,322	78%	
Pioneer Dock	307,804	161,961	53%	
Fish Dock	578,477	381,886	66%	
Deep Water Dock	182,426	54,578	30%	
Outfall Line	4,800	-	0%	
Fish Grinder	7,390	10,393	141%	
Load and Launch Ramp	130,000	62,829	48%	
Total Revenues	\$ 5,786,422	\$ 4,150,069	72%	
Expenditures & Transfers				
Administration	\$ 1,143,305	\$ 617,432	54%	
Harbor	1,609,487	704,925	44%	
Pioneer Dock	86,345	41,381	48%	
Fish Dock	747,966	316,442	42%	
Deep Water Dock	104,705	49,159	47%	
Outfall Line	13,500	4,015	30%	
Fish Grinder	27,682	23,831	86%	
Harbor Maintenance	533,783	239,622	45%	
Main Dock Maintenance	51,393	22,306	43%	
Deep Water Dock Maintenance	61,893	24,696	40%	
Load and Launch Ramp	138,815	58,161	42%	
Total Operating Expenditures	\$ 4,518,876	\$ 2,101,972	47%	
Transfer to Other Funds				
Leave Cash Out	\$ 73,867	\$ -	0%	
GF Admin Fees	-	-	0%	
Debt Service	0	-	0%	
Other	375,092	-	0%	
Total Transfer to Other Funds	\$ 448,959	\$ -	0%	
Transfers to Reserves				
Harbor	\$ 818,588	\$ -	0%	
Load and Launch Ramp	-	-	0%	
Total Transfer to Reserves	\$ 818,588	\$ -	0%	
Total Expenditures & Transfers	\$ 5,786,422	\$ 2,101,972	36%	
Net Revenues Over(Under) Expenditures	\$ 0	\$ 2,048,097		

WORK SESSION

AGENDA CALENDAR 2024

Council Meeting Dates	Work Session Topic
Monday, January 8	
Monday, January 15 <i>Off-cycle</i>	<i>Joint Session with Parks Art Recreation & Culture Advisory Commission</i>
Monday, January 22	<i>Homer Harbor Expansion Baseline Conditions Report Overview – Ronny McPherson & KC Kent HDR</i>
Monday, February 12	
Monday, February 26	
Monday, March 11	
Monday, March 18 <i>Off-cycle</i>	<i>Joint Session with ADA Advisory Board</i>
Tuesday, March 26	
Monday, April 8	
Monday, April 12 <i>Off-cycle</i>	<i>Joint Session with Port & Harbor Advisory Commission</i>
Monday, April 22	
Monday, May 13	
Monday, May 20 <i>Off-cycle</i>	<i>Joint session with Planning Commission</i>
Tuesday, May 28	
Monday, June 10	
Monday, June 17 <i>Off-cycle</i>	<i>Joint session with Economic Development Advisory Commission</i>
Monday, June 24	
Monday, July 22	

Council Meeting Dates	Work Session Topic
<i>Monday, August 12</i>	
<i>Monday, August 26</i>	
<i>Monday, September 9</i>	
<i>Monday, September 16</i> <i>Off-cycle</i>	<i>Joint Session with Library Advisory Board</i>
<i>Monday, September 23</i>	
<i>Monday, October 14</i>	
<i>Monday, October 28</i>	
<i>Monday, November 12</i>	
<i>Monday, November 25</i>	