



Agenda

City Council Regular Meeting

Monday, April 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 Meeting Minutes for the Regular Meeting on March 26, 2024. Acting City Clerk. Recommend adoption.
- [b.](#) Memorandum CC-24-075 from Mayor re: Appointment of Jared Bradshaw to the Port and Harbor Advisory Commission. Recommend approval.
- [c.](#) Memorandum CC-24-076 from Acting City Clerk re: Liquor License Premises Change for La Baleine Café. Recommend approval.
- [d.](#) Ordinance 24-20, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Section 18.08.040 Council approval of leases. Erickson/Hansen. Introduction April 8, 2024 Public Hearing and Second Reading April 22, 2024.

Memorandum CC-24-084 from Acting City Clerk as backup.

- [e.](#) Resolution 24-036, A Resolution of the City Council of Homer, Alaska, Accepting the Fiscal Year 2022 Basic Financial Statements and Acknowledging the Management Letter Submitted by the City's Independent Auditor, BDO USA, LLP and Authorizing the City Manager to Execute the Financial Report. City Manager/Finance Director. Recommend adoption.

- [f.](#) Resolution 24-037, A Resolution of the Homer City Council Confirming the Assessment Roll, Establishing Dates for Payment of Special Assessments and Establishing Delinquency, Penalty, and Interest Provisions for the Alder Lane Water Improvement Special Assessment District. City Clerk. Recommend adoption.
- [g.](#) Resolution 24-038, A Resolution of the City Council of Homer, Alaska, Confirming Melissa Jacobsen, as Interim City Manager. Mayor. Recommend adoption.
- [h.](#) Resolution 24-039, A Resolution of the City Council of Homer, Alaska, Providing Direction to the Economic Development Advisory Commission Regarding the Creation of a Business Licensing Program. Venuti/Mayor. Recommend adoption.

Memorandum CC-24-078 from Community Development Director and Councilmember Venuti as backup.

- [i.](#) Resolution 24-040, A Resolution of the City Council of Homer, Alaska, Awarding the Contract for the Crane 8 Control System Replacement to Great Northern Hydraulics, LLC of Kenai, Alaska, in an Amount Not to Exceed \$15,000 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Port Director. Recommend adoption.

Memorandum CC-24-079 from Port Director as backup.

- [j.](#) Resolution 24-041, A Resolution of the City Council of Homer, Alaska, Amending the Library Advisory Board Bylaws Under Article IV - Officers, Article VI - Meetings, and Regular Meeting Agenda Format. City Clerk. Recommend adoption.

Memorandum CC-24-080 from Deputy Clerk Clerk II as backup.

- [k.](#) Resolution 24-042, A Resolution of the City Council of Homer, Alaska, Reallocating Funds Appropriated for Homer Education and Recreation Complex (HERC) Roof Inspection to HERC Roof Repair Materials Purchase. City Manager/Public Works Director. Recommend adoption.

Memorandum CC-24-081 from Public Works Director as backup.

VISITORS

- a. Legislative Update - Sarah Vance, State Representative

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

- a. Worksession Report
- b. Committee of the Whole Report
- c. Mayor's Report

 - [i.](#) Consultation Initiation for the Dixon Diversion Tunnel Geotechnical Investigation
- d. Borough Report

- e. Planning Commission
- f. Port and Harbor Advisory Commission
- g. Comp Plan Steering Committee
- h. Champions Report - Finance, Harbor, Recreation
 - [i.](#) Memorandum CC-24-082 Recreation Champions Report
 - [ii.](#) Memorandum CC-24-083 Finance Champions Report

PUBLIC HEARING(S)

- [a.](#) Ordinance 24-18, An Ordinance of the City Council of Homer, Alaska, Amending the FY24 Capital budget by Appropriating \$15,000 from the Port Reserves Fund for the Purpose of Replacing the Control System for Crane 8 on the Homer Fish Dock. City Manager/Port Director. Introduction March 26, 2024. Public Hearing and Second Reading April 8, 2024.

Memorandum CC-24-064 from Port Director as backup.

- [b.](#) Ordinance 24-19, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code 2.04 City Manager, Section 2.04.020 Duties and Powers. Davis/Erickson. Introduction March 26, 2024 Public Hearing and Second Reading April 8, 2024.

Memorandum CC-24-065 from Councilmembers Davis and Erickson

Ordinance 24-19(S), An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code 2.04 City Manager Section 2.04.020 Duties and Powers.

ORDINANCE(S)

CITY MANAGER'S REPORT

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

PENDING BUSINESS

NEW BUSINESS

- [a.](#) Memorandum CC-24-077 re Travel Authorization for Councilmember Lord to Attend a Lobbying Trip to Washington, D.C., April 29-May 2, 2024

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

A Joint Worksession with Port & Harbor Advisory Commission on Monday, April 15, 2024 at 5:00 p.m. Next Regular Meeting is Monday, April 22, 2024 at 6:00 p.m. Committee of the Whole at 5:00 p.m. A Special Meeting on Thursday, April 25, 2024 at 6:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom webinar.

Session 24-07, a Regular Meeting of the City Council of Homer, Alaska was called to order on March 26, 2024 by Mayor 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 HANSEN, ERICKSON, DAVIS, ADERHOLD, VENUTI, LORD

STAFF: ACTING CITY MANAGER JACOBSEN
ACTING CITY CLERK KRAUSE
SPECIAL PROJECTS & COMMUNICATIONS DIRECTOR CARROLL
COMMUNITY DEVELOPMENT DIRECTOR ENGBRETSSEN
PORT DIRECTOR HAWKINS
CHIEF TECHNOLOGY OFFICER JIRSA
HUMAN RESOURCES DIRECTOR BROWNING
PUBLIC WORKS DIRECTOR KORT
CITY ENGINEER GALBRAITH
FINANCE DIRECTOR FISCHER
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 supplemental items: **CONSENT AGENDA** Homer City Council Unapproved Regular Meeting Minutes of February 26, 2024 and Minutes Excerpt from Library Advisory Board as backup to Resolution 24-028, A Resolution of the City Council of Homer, Alaska Amending the City of Homer Fee Schedule under Library Fees **ANNOUNCEMENTS REPORTS AND PRESENTATIONS** Finance Champions Report Written report and adding a Business License report **COMMENTS OF THE AUDIENCE** Written public comments.

LORD/VENUTI MOVED TO ADOPT 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

Brian Wilden, General Manager for Aleutian Airways, spoke to the Homer airport runway construction project. He reported that the decision by AKDOT to reduce the width of the runway to 100 feet, making

it 50 feet in width during construction would not provide the adequate width for Aleutian to continue service from from/to Homer throughout the time period April to October. Mr. Wilden reported reaching out to the Senator's, Governor and has a meeting on March 27th with the DOT Commissioner. He has been speaking with the DOT Engineers to try to figure a solution to make this work as Aleutian Airways wants to stay a part of this community, however if the runway cannot be widen then they cannot operate safely.

Scott Adams, city resident, commented on the use of the runway for touch and go.

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 March 11, 2024 and Unapproved Special Meeting Minutes of March 14, 2024. City Clerk. Recommend adoption.
- b. Memorandum CC-24-062 from Mayor re: Re-appointment of Douglas Baily, Lisa "Red" Asselin-Martin, Michael McKinney to the Library Advisory Board and Re-appointment of Holly Brennan, Nicole Arevalo to the Economic Development Advisory Commission. Recommend approval.
- c. Memorandum CC-24-063 from Deputy City Clerk re: Liquor License Renewals for BPO Elks Lodge and Down East Saloon. Recommend approval.
- d. Ordinance 24-18, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Appropriating \$15,000 from the Port Reserves Fund for the Purpose of Replacing the Control System for Crane 8 on the Homer Fish Dock. City Manager/Port Director. Recommended dates Introduction March 26, 2024 Public Hearing and Second Reading April 8, 2024.

Memorandum CC-24-064 from Port Director as backup.

- e. Ordinance 24-19, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Chapter 2.04 City Manager Section 2.04.020 Duties and Powers. Davis/Erickson. Recommended dates Introduction March 26, 2024 Public Hearing and Second Reading April 8, 2024.

Memorandum CC-24-065 from Council Members as backup.

- f. Resolution 24-030, A Resolution of the City Council of Homer, Alaska Awarding a Contract for the Cybersecurity Risk Assessment to the Firm of Structured Communications Systems, Inc. of Anchorage, Alaska in the Amount of \$50,000 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Chief Technology Officer. Recommend adoption.

Memorandum CC-24-066 from Chief Technology Officer as backup.

- g. Resolution 24-031, A Resolution of the City Council of Homer, Alaska Authorizing the City Manager to Apply for a Department of Environmental Conservation, Alaska Drinking Water Fund Loan in an Amount not to Exceed \$177,477 to Finance Costs of the Lead Service Line Inventory Project. City Manager/Public Works Director. Recommend adoption.

Memorandum CC-24-067 from Public Works Director as backup.

- h. Resolution 24-032, A Resolution of the City Council of Homer, Alaska Approving a Term Contract with Stephanie Queen Consulting and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Recommend adoption.

Memorandum CC-24-068 from Community Development Director as backup.

- i. Resolution 24-033, A Resolution of the City Council of Homer, Alaska Ratifying the Early Termination of Contract Agreement with Robert Dumouchel. Mayor. Recommend adoption.
- j. Resolution 24-034, A Resolution of the City Council of Homer, Alaska Authorizing the City Manager to Dispose of the Homer Volunteer Fire Department 1999 Rescue1 Truck - Freight Liner Pursuant to HCC 18.30.010-020 and HCC 18.30.040(b). City Manager/Fire Chief. Recommend adoption.

Memorandum CC-24-069 from Fire Chief as backup.

- k. Resolution 24-035, A Resolution of the City Council of Homer, Alaska Supporting the Homer Electric Association, Inc's (HEA) Grant Application to Rebuild South Kachemak Bay. Mayor. Recommend adoption.

Acting City Clerk Krause read the consent agenda and recommendations.

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

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

VISITORS

- a. BDO Presentation of FY22 Financial Statements - Bikky Shrestha, Assurance Partner (10 minutes)

Bikky Shrestha provided a review of the Report for City Council, noting that they provided a more detail one during the earlier meeting. He reported on the changes from this audit compared to previous and the reasons for the delay were relevant to the changes in the following: Processes and

implementation of GASB Standard No. 87 related to leases, which now have to be included on financial statements; Data Losses; grant funds were not completely reconciled; and reported there were no disagreement with management on findings.

Acting City Manager Jacobsen reported working on corrective actions with Finance and those will be presented to Council next month.

b. Homer Airport Project - Andrew Loman, QAP Project Engineer (10 minutes)

Kyle Green, Superintendent, Quality Asphalt Paving presented an overview of the project and responded to questions from Council regarding incidents of emergencies such as a Medivac, looking into the future of Homer 20-30 years, narrowing the runway, limitations on services for certain aircraft.

Jason Baxley, Project Engineer, Alaska Department of Transportation responded to questions on the project concerning the design and if it was possible to pause the project.

c. Homer Comprehensive Plan Project - Agnew::Beck (5 minutes)

Meg Friedenauer with Agnew::Beck provided a brief summary of actions that were conducted since they have been in town this week reporting they are here to kickoff the public engagement at Islands and Ocean Visitor Center on Wednesday, March 27th from 4:00 p.m. to 6:00 p.m. and encouraging all members of the public to attend.

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

a. Worksession Report

Council Member Lord reported on the joint worksession with the Planning Commission with a presentation from Agnew::Beck on the Public Participation Plan for the Comprehensive Plan Update. Each member was able to provide input and Ms. Shelly Wade presented an overview of the Public Participation Plan.

b. Committee of the Whole Report

Council Member Lord reported Council discussed Ordinance 24-19 making grammar corrections to provide continuity throughout the proposed amendments; Resolution 24-031 providing clarification that it does include construction; Resolution 24-035, the laydown public comment provided clarification; Resolution 24-034, clarification that there is no listing services for used municipal public safety equipment (vehicles) that still can be utilized for service and Resolution 24-032 clarification that it was a Term Contract and services would be billed at the negotiated rate agreed to in the contract and the City Manager Hiring process and timelines.

b. Mayor's Report

Mayor Castner reported that he has been busy with the assignments given him by Council. Acting City Manager Jacobsen is working on a transition plan and that will be presented to City Council at the

next meeting for her to be appointed Interim City Manager. He then reported on his process trying to speak to someone with the FAA in Anchorage and Washington regarding the Homer Airport Improvement Project. He reported that the State of Alaska accepted a grant from the FAA and this is the results. This is unfair to the city and very unfair to Aleutian Airways. He has no recommendations at this time or where to get the information needed.

Councilmember Aderhold reported that DOT did a public process on the project, could they have done more as a Council, probably, but the questions and concerns that were being presented were the impact to the peatlands, not the reduction of services at the airport in regards to the project.

Mayor Castner reported what the DOT/FAA website stated. He understands the requirements to fly in and out of Alaska and did not want to be involved in the contract, but he would like to have a response from the FAA to their concerns and calls.

c. Borough Report

Assembly Member Cooper recommended Council and residents to reach out to Senator Murkowski. She reported that Borough assessments are published and the time period to file an appeal is now; advocated for support for the education funding by the State; entering into a contract with Chugach Electric regarding beetle kills trees, Live out cry auction on the land; there are some sub-par lots being offered; parcel maps, lands tab; Short Term Rentals and collection of sales taxes, processes and procedures; owners making reports; Borough website redesign to make it business friendly and public user friendly; a potential business portal in the near future; Comp Plan is the Behavioral Health movie is Flight

d. Planning Commission

Commissioner Stark reported on the actions of the Commission at the last meeting approving three Conditional Use Permits, the plat was approved in 1961 and suggested that time limits be given on the plats that roads must be constructed to eliminate some issues; attending an event at the Chamber and the announcement by Doyon of filing their appeal.

e. Economic Development Advisory Commission

f. Parks, Art, Recreation and Culture Advisory Commission

g. Library Advisory Board

Boardmember Kuzmaul reported on the last meeting agenda discussion. Majority of the meeting was spent working on a Community Wide Survey on Library Services, Send a letter of appreciation to the FHL for the Big Read event and the organizations that participated and Cheryl Illg and Mercedes Harness who coordinated everything; pleased to know that the Library will be working with Nine Star Education and Employment Services hosting an intern for the next 3 months; discussed the annual lifelong learning and tickets will be available on April 1st; National Library Week April 7th-13th. Ms.

Kuzmaul read a statement from Meg Medina, award winning author of books for children and honorary national chair for National Library Week regarding the value and support Libraries provide.

i. Conversations with a Council Member Report - Council Member Lord

Councilmember Lord reported that there was small attendance but they filled an hour with STRs; relationship between the business community and city.

j. Homer Harbor General Investigation Council Champion Report

Councilmember Lord reported on the written report included in the supplemental packet. She commented on the following: General Investigation was included in the Presidents FY25 budget which means \$800,000 in federal funding, but similar to the Governor's or City manager's budget that is only phase one of the process. Letters have been sent to the Congressional delegation and out state legislators to update them and express our appreciation. She then spoke to the idea of travel to Washington DC for her and a member of the Staff; reached out to the Research Reserve to make sure they receive the data; Council to receive quarterly financial reports; receive additional information on what is a general investigation to understand the process.

Mayor Castner reported that the City lobbyists were traveling to Washington DC for another client at the end of April and could assist the City in that time period.

Councilmember Aderhold questioned the letters and Council providing a nod regarding the letters and that more discussion should be conducted on sending a member to Washington and Juneau.

It was briefly noted that Council was agreeable to the letters content and the Mayor will sign them.

Mayor Castner reported that the Acting City Manager Jacobsen will be presenting a GANTT Chart at the next meeting on some budgetary items – constraints, changes and lobbying.

PUBLIC HEARING(S)

- a. Ordinance 24-17, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Re-Appropriating \$118,000 from the Homer Accelerated Roads and Trails (HART) Trails Fund to Purchase a Tractor and Heavy-Duty Truck. City Manager. Introduction March 11, 2024 Public Hearing and Second Reading March 26, 2024.

Memorandum CC-24-073 from Public Works Director as backup.
Memorandum CC-24-058 from City Manager as backup.

Mayor Castner opened the public hearing.

Scott Adams, city resident, commented on the new purchases of a bobcat with attachments versus purchase of a new truck.

Jan Keiser, city resident, provided information on the basis for the purchase of the bobcat and attachments was to maintain the sidewalks and trails and the need for the truck and tractor if they do not have adequate manpower they need adequate equipment.

Pat Case, city resident, commented in opposition to the purchase noting that there is a HART fund to build sidewalks and roads not purchase equipment and offering opinion that a truck and tractor will not be able to clear snow from sidewalks, and agreed it could be used on the trails, and commented on clearing of snow from curb corners.

Mike Stark, city resident, commented in support of the purchase, stating that Public Works has equipment that is used for other purposes and a toolcat is not equipped to keep up with the heavy snow fall and is not situated to clean gutters. He then commented on the versatility of the proposed tractor and the requirement of a heavy duty truck, but suggested purchase of a used vehicle instead of a new one.

Public Works Director Kort provided clarification in the funding in HART for trails and that the toolcat is too large to access most of the trails that are maintained.

Robert Archibald, city resident, commented in support of the purchase, reporting he has a tractor, used it on various city projects and trails and believes it would be very beneficial and functional piece of equipment.

Mayor Castner closed the public hearing.

LORD VENUTI I MOVE TO ADOPT ORDINANCE 24-17 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Councilmembers expressed appreciation of the public testimony on the Ordinance and noted that staff has made concerted effort to support their needs and not spending additional funds, maintaining risk ratings, volunteers are not getting younger, the sweat equity from the community to maintain the parks and trails and benefit to have new equipment versus hand-me downs, and the limited funding available in the HART Trail funds.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

b. Alder Lane Water Special Assessment District Final Assessment Roll

Mayor Castner opened the public hearing.

Jason Herreman, city resident, objected to the way the properties were being assessed, stating that they do not live on Alder Lane but on Spruce, already have water to their property, asked to be removed at the beginning of the process, Alder Lane does not extend to Spruce; and believed that it should have been based on frontage not benefitted. He noted that another property owner with a large parcel of 9 acres plus was only charged based on 200 feet. He explained having to bore

underground to access, which will cost them an additional \$25,000 and that there is no stub out to his property.

Jan Keiser, city resident, confirmed that a stub out was installed in the second phase of the project and the existing waterline to the Herreman property is a spaghetti line and there is an agreement that if and when a water district was brought in, that the parcel must connect to it. She further explained that there is also an existing easement which will be voided since the water district was brought in per the agreement.

Mayor Castner closed the public hearing, stating for the record that no action is required for this matter, a resolution will come before the Council at the next meeting.

ORDINANCE(S)

CITY MANAGER'S REPORT

a. City Manager's Report

Acting City Manager Jacobsen reviewed her report that was provided in the packet highlighting the flooding from Beluga Slough due to dredging of the mouth that is needed; update on tsunami warning system testing; and financials.

Ms. Jacobsen facilitated questions on the following: Zoning Permit Status report; Meetings with local contractors in regards to Comp Plan update.

PENDING BUSINESS

NEW BUSINESS

a. Memorandum CC-24-070 from Acting City Manager re: City Manager Hiring Process Next Steps

Mayor Castner noted it was covered during the Committee of the Whole and Council requested Human Resources Director Browning to provide updated information on the description and a final draft Hiring packet with a draft schedule of interviews based on the dates discussed for the April 8, 2024 regular meeting.

RESOLUTIONS

COMMENTS OF THE AUDIENCE

Robert Archibald, city resident, and representative on the Prince William Sound Regional Citizens Advisory Council commented on a recent memorial regarding the Exxon Valdez Oil Spill. He provided information on the efforts to prevent anything like this ever happening again in the waters of Alaska.

Pat Case, city resident, commented a retraction of his non-support of the truck and tractor purchase and his anticipation of better snow removal next winter as he is over the snow for this winter.

Jacob Caldwell, resident of Kenai, Kenai Aviation, commented on the impact of the Homer Airport Construction Project and the previous service to the community and they will continue to monitor the service and if needed in the future they will return to Homer.

Scott Adams, city resident, provided information on the types of aircraft that can land at the airport to ensure use by the Coast Guard and he was surprised that they are having closures in the summer when they could have been conducted in the spring and fall; he also commented again on the Bridge Creek District policy changes on getting taxed by the Borough for a full assessment when they have restriction on use, he then commented on the difference in tax rates because he is in city limits and his neighbor across the street.

Mike Stark, city resident, commented on attending an event at the Chamber of Commerce regarding the Doyon Appeal of the CUP by the Planning Commission, city planner review, his experience as related to the airport project and how it was developed.

Jan Keiser, city resident, provided information on a storm water work group in relation to the Comp Plan, at Soil and Water Conservation Office on Wednesday, March 27 at 3:00 p.m. She then commented on the financial statements that were included in the supplemental packet and BDO's disclaimers.

COMMENTS OF THE CITY ATTORNEY

City Attorney Gatti had no comments.

COMMENTS OF THE CITY CLERK

Acting City Clerk Krause announced openings on boards and commissions.

COMMENTS OF THE CITY MANAGER

Acting City Manager Jacobsen noted current job openings on the City website and the Running for Elected Office City, Borough or State Event on Thursday, April 4th 5:30 p.m. to 7:30 p.m. in Cowles Council Chambers.

COMMENTS OF THE MAYOR

Mayor Castner commented that he will be working with the Acting City Manager Jacobsen on a comprehensive packet of things that Council needs to address; he was unsure of the impact of the airport project and the lack of response from various entities and hopes that someone will return his calls to answer questions. He provided information on providing a small gift to be presented to the Mayor of Teshio, Japan.

COMMENTS OF THE CITY COUNCIL

Councilmember Hansen had no comments.

Councilmember Erickson commented that the snow was melting and things were getting muddy, life was good.

Councilmember Davis commented regarding the Comp Plan Public Meeting at Islands and Ocean Visitor Center at 6 p.m., at 10:00 there will be a meeting at the Chamber focused on businesses.

Councilmember Aderhold recognized anniversaries of Kachemak Bay Research Reserve is 25 years, Kachemak Heritage Land Trust is 35 yrs and the Exxon Valdez Oil Spill happened 35 yrs ago. She commented on impacts and possibilities. She then recognized that the City of Homer will be 60 yrs old and its time to think about what they want to be when they grow up. Ms. Aderhold recognized the students who performed and put on the show Guys and Dolls and the Kachemak Bay Science Conference that happens every three years.

Councilmember Venuti commented on the video that was done by Lori Pond and Zach Pettit, Channel Two picked up Robert Archibald on the Exxon Valdez Oil Spill, congratulated Renee Krause on her 17 years with the city; expressed appreciation for Melissa Jacobsen for stepping into the role of City Manager and commented on the anniversary of the major earthquake and how valuable alerts, paying attention and having plans in place were. She then expressed her appreciation for the production of Guys and Dolls and wished everyone a Happy Easter.

Councilmember Lord commented on attending the last day of the Science Conference and was impressed by the number of people who were in the room that have dived in the waters of Antarctica; loved the production of Guys and Dolls commenting the experience, value of teamwork, details; acknowledged the efforts of the School Board to develop their budget and the steps they are taking and how the legislators are funding the schools; expressing appreciation for the public testimony.

ADJOURNMENT

There being no further business to come before the Council Mayor Castner adjourned the meeting at 8:15 p.m. The next Regular Meeting is Monday, April 8, 2024 at 6:00 p.m. and Committee of the Whole at 5:00 p.m. Work Session at 4:00 p.m. and a Special Meeting Thursday, April 25, 2024 at 6:00 p.m. and a Joint Worksession with Port & Harbor Advisory Commission on Monday, April 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 and via Zoom webinar.

Renee Krause, MMC, Acting City Clerk

Approved: _____



MEMORANDUM

Appointment of Jared Bradshaw to the Port & Harbor Advisory Commission

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

Jared Bradshaw is appointed to the Port and Harbor Advisory Commission to fill the seat vacated by Crisi Matthews. The term expires February 1, 2027.

Recommendation

Confirm the appointment of Jared Bradshaw to the Port and Harbor Advisory Commission.

Attachments:

Jared Bradshaw Application



**CITY OF HOMER
COMMISSION, COMMITTEE, BOARD & TASK FORCE
APPLICATION FORM**

CITY CLERKS OFFICE
CITY OF HOMER
491 E. PIONEER AVENUE
HOMER, ALASKA 99603
PHONE 907-235-3130
FAX 907-235-3143

RECEIVED BY CLERK'S OFFICE

The information below provides some basic background for the Mayor and Council.
This information is public and will be included in the Council Information packet.

Name Jared Bradshaw Date 03/25/2024

Physical Address 5709 Clearwater Dr City Homer

Mailing Address Same Zip Code 99603

Phone N/A Work # N/A Cell # 907-299-7441

Email Address jaredgarth@live.com

NOTE: The above information will be published in the City Directory and within the City web pages if you are appointed by the Mayor and your appointment is confirmed by the City Council.

Please indicate the commission(s), committee(s), board or task force you are interested in:

| Select | COMMISSION/COMMITTEE/BOARD.TASK FORCE | REGULAR MEETING SCHEDULE |
|-------------------------------------|---|---|
| <input type="checkbox"/> | ADVISORY PLANNING COMMISSION | 1ST & 3RD WEDNESDAY OF THE MONTH AT 7:00 P.M. WORKSESSIONS AT 5:30 P.M. |
| <input type="checkbox"/> | ECONOMIC DEVELOPMENT ADVISORY COMMISSION | 2ND TUESDAY OF THE MONTH AT 6:00 P.M. |
| <input type="checkbox"/> | LIBRARY ADVISORY BOARD | 1ST TUESDAY OF THE MONTH AT 6:00 P.M. |
| <input type="checkbox"/> | PARKS & RECREATION ADVISORY COMMISSION | 3RD THURSDAY OF THE MONTH AT 6:30 P.M. |
| <input checked="" type="checkbox"/> | PORT & HARBOR ADVISORY COMMISSION | 4TH WEDNESDAY OF THE MONTH AT 6:00 P.M. |
| <input type="checkbox"/> | PUBLIC ARTS COMMITTEE | 3RD THURSDAY OF THE MONTH AT 11:00 A.M. WORKSESSIONS AT 10:00 A.M. |
| <input type="checkbox"/> | TRANSPORTATION ADVISORY COMMITTEE | 3RD TUESDAY OF THE MONTH AT 5:30 P.M. |
| <input type="checkbox"/> | PERMANENT FUND COMMITTEE | QUARTERLY - 2ND THURSDAY OF THE MONTH AT 6:00 P.M. |
| <input type="checkbox"/> | LEASE COMMITTEE | QUARTERLY - 2ND THURSDAY AT 3:00 P.M. |
| <input type="checkbox"/> | OTHER - PLEASE ENTER THE COMMITTEE/TASK FORCE | <div style="border: 1px solid black; padding: 2px 10px;">16</div> |

I have been a resident of the City for 12 mos. yrs I have been a resident of the area for 12 mos. yrs.

I am presently employed as: Self Employed/Part Owner in Support Vessels Of Alaska,INC

List any special training, education or background you have which is related to your choice of commission, committee, board, or task force: Have held a USCG License for 25 years, Charter Fished our of Homer for 10 Years, buisness owner in the city of Homer

Have you ever served on a similar commission, committee, board or task force? No

If so, when & where: N/A

When are you available for meetings? Weekly Monthly Bi-Monthly

I am interested in serving on the above because:

I have been using the harbor for 30 years. The present and future of the Harbor I feel is vital to the city of Homer. I would like to see it continue to develop responsibly and efficiently.

Do you currently belong to any organizations specifically related to the area of your choice(s) you wish to serve on?

Yes No If yes, please list organizations: /A

Questions regarding the Homer Advisory Planning Commission:

Have you ever developed real property, other than your personal residence? If yes, briefly describe the development:

Questions regarding the Port & Harbor Advisory Commission:

Do you use the Homer Port and/ or Harbor on a regular basis? Yes

If yes, is you use primarily: Commercial Recreational Both

Please include any additional information that may assist the Mayor in his decision making:

I have been a part of the Homer harbor community most of my life. I have not only used the harbor for work and

When you have completed the form please review all information and then click on the submit or print button.

Print Form

17

Submit by Email



MEMORANDUM

Liquor License Change for La Baleine Cafe

Item Type: Action Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: April 3, 2024
From: Renee Krause, MMC. Acting City Clerk

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

License Type: Restaurant Eating Place - Seasonal
License #: 5368
DBA Name: La Baleine Cafe
Service Location: 4460 Homer Spit Road, Homer, AK 99603
Licensee: Carl L. Dixon -La Baleine
Contact Person: Carl L Dixon

Recommendation:

Voice non-objection and approval for the Liquor License Premises Change

Attachments:

AMCO Application
Port & Harbor Non-Objection
Landlord Consent



City of Homer

www.cityofhomer-ak.gov

Port and Harbor

4311 Freight Dock Road
Homer, AK 99603

port@cityofhomer-ak.gov

(p) 907-235-3160

(f) 907-235-3152

03/20/2024

To whom it may concern,

We received a request for a licensed premise diagram change from Carl Dixon, a sub-lessee of Mike Yourkowski, in regards to the La Baliene business located at 4460 Homer Spit Road. As one of our city tenants, we contacted Mike Yourkowski and received his consent to ensure Carl Dixon, his sub-lessee, had his approval for this development. Upon review, we have found no objections to this proposal and offer our official consent to move forward with this development.

Regards,

A handwritten signature in black ink, appearing to read "Bryan Hawkins", is written over a faint, illegible stamp or watermark.

Bryan Hawkins

Port Director

City of Homer Port & Harbor

To Roslyn Kriegh....Hi Roslyn this is Mike Yourkowski. I would like to formally acknowledge that I approve of La Baliene modification application to the City. If you need anything further from me please email me at Michael.yourkowski@gmail.com or call or text me at 907-299-2628. Thank you

Signed Michael Yourkowski

Dated 3/11/2024



City of Homer

www.cityofhomer-ak.gov

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

MEMORANDUM

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
THROUGH: MELISSA JACOBSEN, ACTING CITY MANAGER
FROM: RYAN FOSTER, AICP, CITY PLANNER
DATE: MARCH 19, 2024
SUBJECT: La Baleine Café Liquor License

I have received and reviewed the application for La Baleine Cafe for a liquor license, License number 5368, at 4460 Homer Spit Road, Homer, AK.

I have no objection to the application on zoning related issues.



Alaska Alcoholic Beverage Control Board

Form AB-14: Licensed Premises Diagram Change

Why is this form needed?

This licensed premises diagram change form is required for all liquor licensees seeking to alter the functional floor plan or reduce or expand the area of the establishment's existing licensed premises, under 3 AAC 304.185. **The required \$250 licensed premises diagram change fee may be made by check, cashier's check, money order, or credit card (VISA, MasterCard, American Express or Discover).** The applicant must obtain local governing body approval prior to submitting to the AMCO office.

The diagram must include dimensions and must show all entrances and boundaries of the premises, walls, bars, fixtures, and areas of storage, service, and consumption. If the 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.

If approved, this form will replace the existing licensed premises diagram on file. All sections of the currently licensed area that will remain licensed must be included in the outlined area, as described on Page 2 of this form. Blueprints, CAD drawings, or other clearly drawn and marked diagrams may be submitted in lieu of the second page of this form, as long as it meets the requirements listed on this form. The first and third pages 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 prior to altering the existing floor plan. The licensed premises may not be altered unless and until the AMCO director has given written approval on this form. Please note that licensees seeking to change licensed premises diagrams for multiple licenses must submit a separate completed copy of this form and pay a separate fee for each license.

Section 1 – Establishment Information

Enter information for the licensed establishment.

| | | | |
|--------------------|------------------------------------|-----------------|---------|
| Licensee: | Carl L. Dixon | License Number: | 5368 |
| License Type: | Restaurant Eating Place - Seasonal | | |
| Doing Business As: | La Baleine Cafe | | |
| Premises Address: | 4460 Homer Spit Road | | |
| City: | Homer | State: | AK |
| | | ZIP: | 99603 |
| Contact Person: | CARL L. DIXON | Contact Phone: | 9072277 |
| Contact Email: | carl@withinthewild.com | | |

Section 2 – Summary of Changes

Provide a summary of the changes for which you are requesting approval.

Expanding area of existing license
 Provide area for afternoon and evening music performers

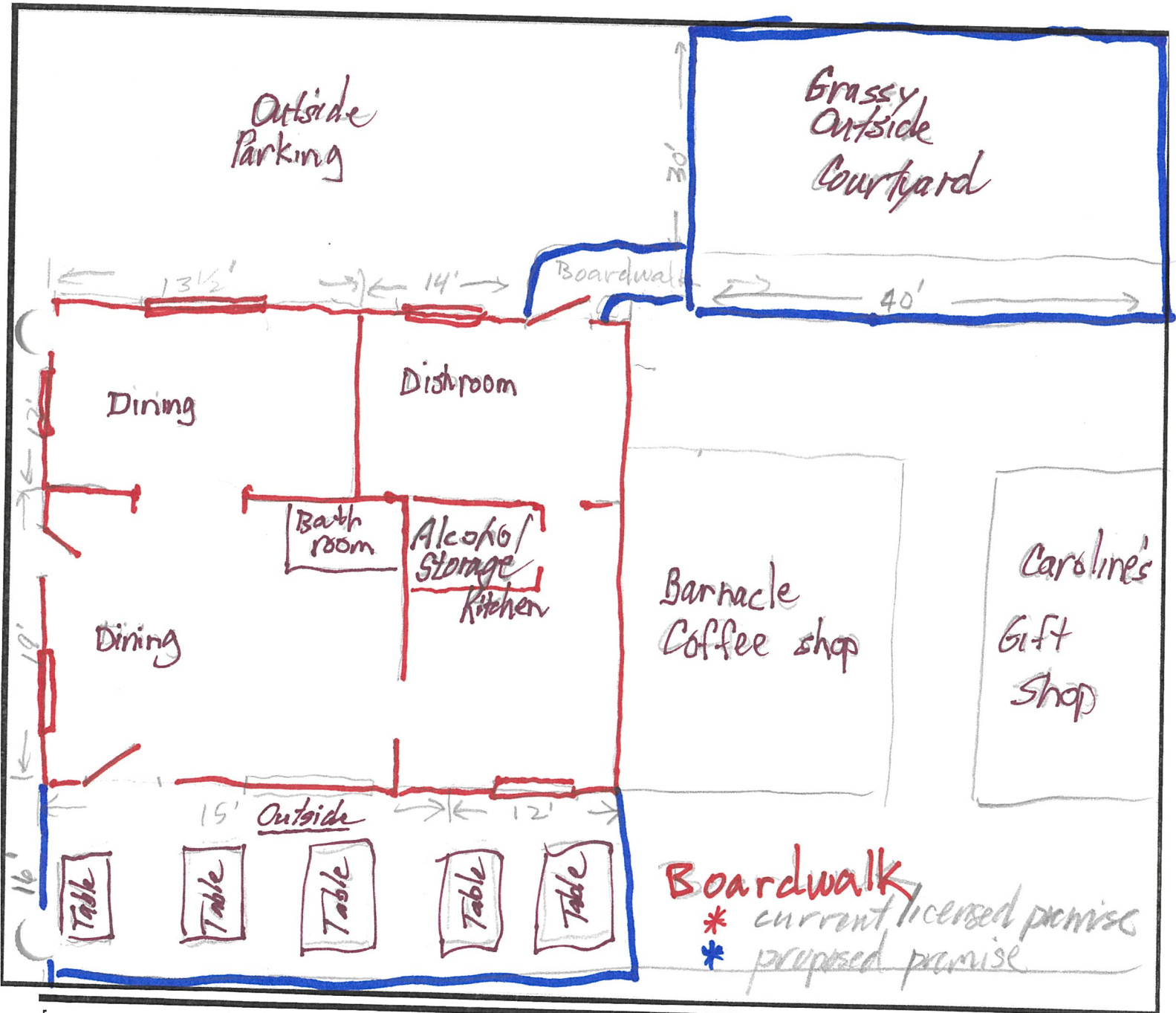


Alaska Alcoholic Beverage Control Board

Form AB-14: Licensed Premises Diagram Change

Section 3 - 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, and consumption. 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.





Alaska Alcoholic Beverage Control Board

Form AB-14: Licensed Premises Diagram Change

Section 4 – Declarations

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

The proposed changes conform to all applicable public health, fire, and safety laws.

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.

CAZL L. DLXON

Printed name of licensee

Signature of licensee

Section 5 – Local Government & AMCO Review

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

Yes No Pending

The proposed changes shown on this form conform to all local restrictions and laws.

A local building permit is required for the proposed changes.

Signature of local government official

Building Permit #

Date

Printed name of local government official

Title

AMCO Review:

Approved Disapproved

Signature of AMCO Enforcement Supervisor

Signature of Director

Printed name of AMCO Enforcement Supervisor

Printed name of Director

Date

AMCO Comments:

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

0172

ISSUED
02/10/2023
ABC BOARD
LIQUOR LICENSE
2023-2024

5368

LICENSE RENEWAL APPLICATION DUE
DECEMBER 31, 2024 (AS 04.11.270(b))

THIS LICENSE EXPIRES MIDNIGHT
FEBRUARY 28, 2025 UNLESS DATED BELOW

TYPE OF LICENSE: Restaurant/Eating Place-Seasonal

05/01 - 09/30

LICENSE FEE: \$300.00

1132

CITY / BORG : Homer
Kenai Peninsula Borough

D/B/A: La Baleine Cafe
4460 Homer Spit Road
Mail Address:
Within The Wild Adventure Co.
PO Box 91419
Anchorage, AK 99509

This license cannot be transferred without permission
of the Alcoholic Beverage Control Board

Special restriction - see reverse side

ISSUED BY ORDER OF THE
ALCOHOLIC BEVERAGE CONTROL BOARD

Jean M. Wilson

DIRECTOR

Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business, and Professional Licensing
PO Box 110806, Juneau, AK 99811-0806

This is to certify that

LaBaleine Cafe

Box 91419, Anchorage, AK 99509

owned by

WITHIN THE WILD ADVENTURE COMPANY

is licensed by the department to conduct business for the period

October 3, 2022 to December 31, 2024
for the following line(s) of business:

72 - Accommodation and Food Services



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location. It is not transferable or assignable.

Julie Sande
Commissioner



Alaska Food Code 2024 Establishment Permit

Division of Environmental Health
Food Safety & Sanitation Program

Permit Number: 3885
Issued to: **Within The Wild Adventure Co**
For: **La Baleine Cafe**
For Operation of: **FF-1 Food Service**
Located at: **4460 Homer Spit RD Homer, AK 99603**

This permit, issued under the provisions of 18 AAC 31, is valid until the noted expiration date or unless suspended or revoked by the department.

This permit is not transferable for change of ownership, facility location, or type of operation. It must be posted in plain view in the establishment and is the property of the State of Alaska.

Expiration Date:
December 31, 2024

Program Manager:

**If you have questions or concerns regarding
safe food handling practices call toll free:**

1-87-SAFE-FOOD

(in Anchorage call 334-2560)





MEMORANDUM

Ordinance 24-20, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Section 18.08.040 Council approval of leases. Erickson/Hansen.

Item Type: Action Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: April 3, 2024
From: Renee Krause, MMC, Acting City Clerk

Following are memorandums from Port & Harbor staff and Commission and relevant minutes excerpt on the proposed amendments to Homer City Code Chapter 18.08.040 amending the language to have advisory review of proposed leases on the Homer Spit by the Port and Harbor Advisory Commission.

The Port & Harbor Advisory Commission brought this topic forward at their regular meeting on November 8, 2023, Commissioner Shavelson performed amendments to the draft documents and presented the final draft at the regular meeting in January of this year. The Commission has recommended adoption of the proposed amendments. The relevant documents have been provided as backup.

Recommendation

Adopt Ordinance 24-20.

Attachments:

Memorandum PHC-24-001

Memorandum from Commissioner Shavelson re: Property Leasing

Excerpt of the PHC Minutes dated January 24, 2024



ACTION ITEM REPORT

Property Leasing

To: Port and Harbor Advisory Commission
From: Amy Woodruff
Meeting Date: January 24, 2024

Summary Statement:

Commissioner Shavelson has revised his proposed draft ordinance to amend City Lease Code. If the commission makes a motion of support and a councilmember sponsors it, it will be forwarded to the City Manager and the City Attorney for review prior to moving forward to Council. Depending on the duration of that review, it would likely appear on the agenda at the February 26th and March 11th meetings.

Staff Recommendation:

Review the draft ordinance and supporting memorandum. Weigh potential benefits to the City against potential costs to City or Lessee due to a longer timeline for lease approval.

Attachments:

Memorandum from Commissioner Shavelson
Draft Ordinance from Commissioner Shavelson



Memorandum

To: Port & Harbor Commission & Staff
From: Bob Shavelson
Date: January 2, 2024
Subject: Property Leasing

The Homer City Code rightly recognizes the purpose of the City's leasing program is to "maximize the value of City assets" and to "provide the highest and best use of City-owned property." HCC 18.08.005. Because City leases, including ground leases, can endure for 20-35 years (depending on the lease term and options to renew), it's vital such leases receive adequate scrutiny.

Currently, the Port & Harbor Commission (PHC) does not review final drafts of long-term leases before they go to the City Council for approval; instead, the PHC only reviews a recommendation to lease from the City Manager. While that recommendation is required to contain "the essential terms of the proposed lease," HCC 18.08.070, it does not contain the final lease language, and therefore paints an incomplete picture of the actual lease.

Because the PHC has a specialized knowledge of City-owned property on the Spit, and because close scrutiny should be paid to leases locking-up City property for 20-35 years, it makes sense to run final draft lease language – and not simply the City Manager's less complete recommendation – through the PHC before consideration by the Council.

At its December 13, 2023, meeting, the PHC discussed this proposal, and raised two primary concerns: 1) additional PHC review could delay turn-around times for leasing activities and 2) lease options, renewals and extensions were not covered in the original proposed language.

To address concern 1, the proposal has been modified to allow both the City Council and the City Manager to forego PHC review if they find time is of the essence. To address concern 2, the proposal now includes reference to lease extensions, options to renew and renewals.



City of Homer

www.cityofhomer-ak.gov

Port and Harbor

4311 Freight Dock Road
Homer, AK 99603

port@cityofhomer-ak.gov

(p) 907-235-3160

(f) 907-235-3152

These policy goals can be achieved with the following amendment to the Homer City Code:

Add to the end of HCC 18.08.04(a): “All leases, including but not limited to lease extensions, renewals and options, on the Homer Spit shall be reviewed by the Port & Harbor Commission prior to submission to the Council or the City Manager for approval; the Council and the City Manager may forego this requirement if either finds time is of the essence for the leasing activity.”

Draft Ordinance of the Homer City Council (January 2024)

WHEREAS, the City of Homer owns real property throughout the City, including on the Homer Spit;

WHEREAS, the City-owned property on the Homer Spit represents significant economic and non-economic value for the City and its residents;

WHEREAS, the Homer City Code rightly recognizes the purposes of the City's property leasing program to be to "maximize the value of City assets" and to "provide the highest and best use of City-owned property." HCC 18.08.005;

WHEREAS, to achieve these purposes, and to promote predictability, the City often enters long-term leases which can endure for 20-35 years;

WHEREAS, by virtue of its roles and responsibilities, the Port & Harbor Commission (PHC) has specialized knowledge about City-owned property located on the Homer Spit;

WHEREAS, currently, while the PHC may review recommendations to lease from the City Manager, such recommendations may not provide a complete picture of the proposed lease, and the PHC does not review final draft lease language before it goes to Council or the City Manager for approval;

WHEREAS, it is in the best interests of the City to provide the necessary scrutiny for property leases on the Homer Spit by providing the PHC the opportunity to review final draft lease language before it goes to Council or City Manager for final approval.

NOW, THEREFORE, HOMER CITY CODE IS HEREBY AMENDED TO REFLECT:

Add to the end of HCC 18.08.04 (a): "All leases, including but not limited to lease extensions, renewals and options, on the Homer Spit shall be reviewed by the Port & Harbor Commission prior to submission to the Council or the City Manager for approval; the Council and the City Manager may forego this requirement if either finds time is of the essence for the leasing activity."

7.B. Port & Harbor Staff Report – December 2023

Port Director Hawkins noted the second and final reading of the ordinance pertaining to the City’s share of additional funding in the amount of \$266,000, which passed at City Council’s meeting on Monday. He added that a resolution was passed requesting the state to match the additional funding. The Kenai Peninsula Borough also passed a resolution to state supporting the increase of their share of the funds for the project.

Other discussion topics included:

- Oil spills in the harbor.
- Property leasing on the Spit.
- Large Vessel Haul Out Facility.
- Cruise Boom Documentary.

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

8. PUBLIC HEARING(S)

9. PENDING BUSINESS

9.A. Property Leasing

SIEKANIEC/PITZMAN MOVED TO APPROVE COMMISSIONER SHAVELSON’S MEMORANDUM REGARDING PROPERTY LEASING FOR RECOMMENDATION TO CITY COUNCIL.

Mr. Shavelson offered clarification that the end of the proposed changes would include a sentence that reads, “This requirement does not apply to subleases.”

There was no further discussion.

Chair Matthews requested a roll-call vote.

VOTE: YES: VELSKO, ZEISET, FRIEND, SIEKANIEC, MATTHEWS, PITZMAN, SHAVELSON, ROGERS.

Motion carried.

10. NEW BUSINESS

10.A. Scheduling Work Session for Port & Harbor Advisory Commission

The Commission agreed to schedule a work session for Tuesday, March 5th at 5:30 p.m.

11. INFORMATIONAL MATERIALS

11.A. Port Operations Report

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

Erickson/Hansen

3
4 **ORDINANCE 24-20**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
7 AMENDING HOMER CITY CODE SECTION 18.08.040 COUNCIL
8 APPROVAL OF LEASES.
9

10 WHEREAS, The City of Homer owns real property throughout the City, including on the
11 Homer Spit; and
12

13 WHEREAS, The City-owned property on the Homer Spit contains significant economic
14 and non-economic value for the City and its residents; and
15

16 WHEREAS, The Homer City Code 18.08.005 states purposes of the City’s property leasing
17 program to be to “maximize the value of City assets” and to “provide the highest and best use
18 of City-owned property; and
19

20 WHEREAS, The City often enters long-term leases with terms of 20-35 years and options
21 for five year renewals; and
22

23 WHEREAS, Pursuant to Homer City Code 2.64.040 Duties and responsibilities of the
24 Commission, the Port and Harbor Advisory Commission (PHC) is to act in an advisory capacity
25 on the development of the City port and harbor facilities and consideration may include the
26 physical facilities, possible future development and recommendations on land use within the
27 port and harbor areas; and
28

29 WHEREAS, The PHC analyses of city owned property located on the Homer Spit should
30 assist the City Council and Manager in Port and Harbor lease activity; and
31

32 WHEREAS, It is in the best interests of the City for the City Council and City Manager to
33 receive advisory comments from the PHC on proposals for Homer Spit leases.
34

35 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
36

37 Section 1. Homer City Code Section 18.08.040 Council approval of leases, is hereby
38 amended as follows:
39

40 18.08.040 Council approval of leases.

41 a. All long-term leases for more than five years shall be approved by Council via
42 ordinance. All long-term leases for five years or less shall be approved by Council via

43 resolution. **All leases, including but not limited to, lease extensions, renewals and**
44 **options, on the Homer Spit shall receive advisory review by the Port & Harbor**
45 **Advisory Commission prior to submission to the Council or the City Manager for**
46 **approval. Tthe Council and the City Manager may forego this requirement if either**
47 **finds time is of the essence or if the best interests of the City requires otherwise**
48 **for the leasing activity. This requirement does not apply to subleases.**

49
50 b. The City Manager may execute short-term leases without Council approval when the
51 City Manager determines that a short-term lease is in the best interests of the City and
52 notifies the Council in writing of the short-term lease and its essential terms.

53
54 c. Short-term leases are not required to go through the competitive bidding process
55 unless the short-term lease would result in the lease of City-owned property to the
56 same lessee for more than one consecutive year.

57
58 d. Except as expressly provided in this chapter, property leased by the City from a third
59 party that is available for sublease or the lease of space in City-owned buildings located
60 on real property owned by a third party is exempt from this chapter.

61
62 Section 2. This Ordinance is of a permanent and general character and shall be
63 included in the City Code.

64
65 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this ____ day of _____, 2024.

66
67 CITY OF HOMER
68
69 _____
70 KEN CASTNER, MAYOR

71 ATTEST:
72
73 _____
74 RENEE KRAUSE, MMC, ACTING CITY CLERK

75
76 YES:
77 NO:
78 ABSTAIN:
79 ABSENT:
80
81 First Reading:
82 Public Hearing:
83 Second Reading:
84 Effective Date:

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

3 City Manager/
4 Finance Director

5 **RESOLUTION 24-036**

6
7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
8 ACCEPTING THE FISCAL YEAR 2022 BASIC FINANCIAL
9 STATEMENTS AND ACKNOWLEDGING THE MANAGEMENT LETTER
10 SUBMITTED BY THE CITY'S INDEPENDENT AUDITOR, BDO USA,
11 LLP AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE
12 FINANCIAL REPORT.

13
14 WHEREAS, BDO USA, LLP conducted the annual audit, submitted the Fiscal Year 2022
15 Basic Financial Statements, and the management letter was delivered for review and
16 distributed to the Mayor and City Council March 26, 2024; and

17
18 WHEREAS, BDO USA, LLP made a public presentation during the Regular Meeting of
19 March 26, 2024.

20
21 NOW, THEREFORE, BE IT RESOLVED by the City Council of Homer, Alaska, that the Fiscal
22 Year 2022 Basic Financial Statements is accepted and that the management letter is
23 acknowledged as submitted by BDO USA, LLP, the City's independent auditor.

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

26
27 CITY OF HOMER

28
29
30
31 _____
32 KEN CASTNER, MAYOR

33 ATTEST:

34
35 _____
36 RENEE KRAUSE, MMC, ACTING CITY CLERK

37
38 Fiscal Note: N/A

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

City Clerk

3
4 **RESOLUTION 24-037**

5
6 A RESOLUTION OF THE HOMER CITY COUNCIL CONFIRMING THE
7 ASSESSMENT ROLL, ESTABLISHING DATES FOR PAYMENT OF
8 SPECIAL ASSESSMENTS AND ESTABLISHING DELINQUENCY,
9 PENALTY, AND INTEREST PROVISIONS FOR THE ALDER LANE
10 WATER IMPROVEMENT SPECIAL ASSESSMENT DISTRICT

11
12 WHEREAS, In compliance with Homer City Code Chapter 17, Improvement Districts, the
13 Homer City Council created the Alder Lane Water Assessment District with Resolution 20-095;
14 and

15
16 WHEREAS, The Notice of Public Hearing and Notice of Right to Object dated February
17 29, 2024 was mailed to property owners in the district advising that written objections must be
18 filed with the City Clerk no later than March 26, 2024; and

19
20 WHEREAS, A Public Hearing was held on March 26, 2024 to hear objections to the final
21 assessment roll; and

22
23 WHEREAS, No written objections were filed by March 26, 2024; and

24
25 WHEREAS, The final assessment roll as presented by the City Clerk is attached hereto
26 as Attachment A, is hereby confirmed as the official assessment roll for the Alder Lane Water
27 Special Assessment Districts and the Mayor and Clerk shall be directed to sign same.

28
29 NOW, THEREFORE, BE IT RESOLVED that on or before 5:00 p.m. on August 1, 2024 all
30 assessments in the Alder Lane Water Special Assessment District shall become due and
31 payable in full. All assessments not paid in full by this date shall be considered delinquent and
32 in default and shall have added a penalty the rate of ten and one half percent (10.5%) per
33 annum until paid. Should default occur, the City of Homer will institute a civil action for a
34 foreclosure of the assessment lien. Foreclosure shall be against all property on which
35 assessments are in default. All costs including collection and legal fees resulting from such
36 action, shall be added and incorporated into the assessed amount due plus interest and
37 penalties and shall be reimbursed from the proceeds of foreclosure sale of the assessed real
38 property.

39
40 BE IT FURTHER RESOLVED that an optional twenty (20) year payment plan for the water
41 and sewer assessments is offered whereby the assessments may be paid in equal yearly
42 installments plus interest of one and one half percent (1.5%) per annum on the unpaid balance
43 of the assessment. The first such installment shall be due and payable without interest on or
44 before 5:00 p.m. August 1, 2024 and each installment thereafter shall be due on or before

45 August 1 of each year, plus interest on the unpaid balance of the assessment. If any annual
46 installment payment is not received when due, the entire outstanding principle amount of the
47 assessment shall be in default and shall be immediately due and payable. The entire
48 outstanding assessment principle (including the annual installment) shall have added a
49 penalty of ten and one half percent (10.5%) on the outstanding principle. The principle shall
50 draw an additional interest at the rate of ten and one half percent (10.5%) per annum until
51 paid. Should default occur, the City will institute civil action for foreclosure of the assessment
52 lien. Foreclosure shall be against all property on which assessments are in default. All costs
53 including collection and legal fees resulting from such action shall be added and incorporated
54 into the assessed amount due plus interest and penalties, and shall be reimbursed from the
55 proceeds of foreclosure sale of the assessed real property.

56
57 PASSED AND ADOPTED by the Homer City Council on this 8th day of April, 2024.

58
59 CITY OF HOMER

60
61 _____
62 KEN CASTNER, MAYOR

63 ATTEST:

64
65 _____
66 RENEE KRAUSE, MMC, ACTING CITY CLERK

67
68 Fiscal Note: Total design and construction project costs are \$233,928.68. Assessment
69 methodology is benefitted area and and the cost per parcel is shown on the attached final
70 assessment roll for a total of \$175,446.51 property owners share.

FINAL ASSESSMENT ROLL

PROJECT NAME: Alder Lane Water Special Assessment District

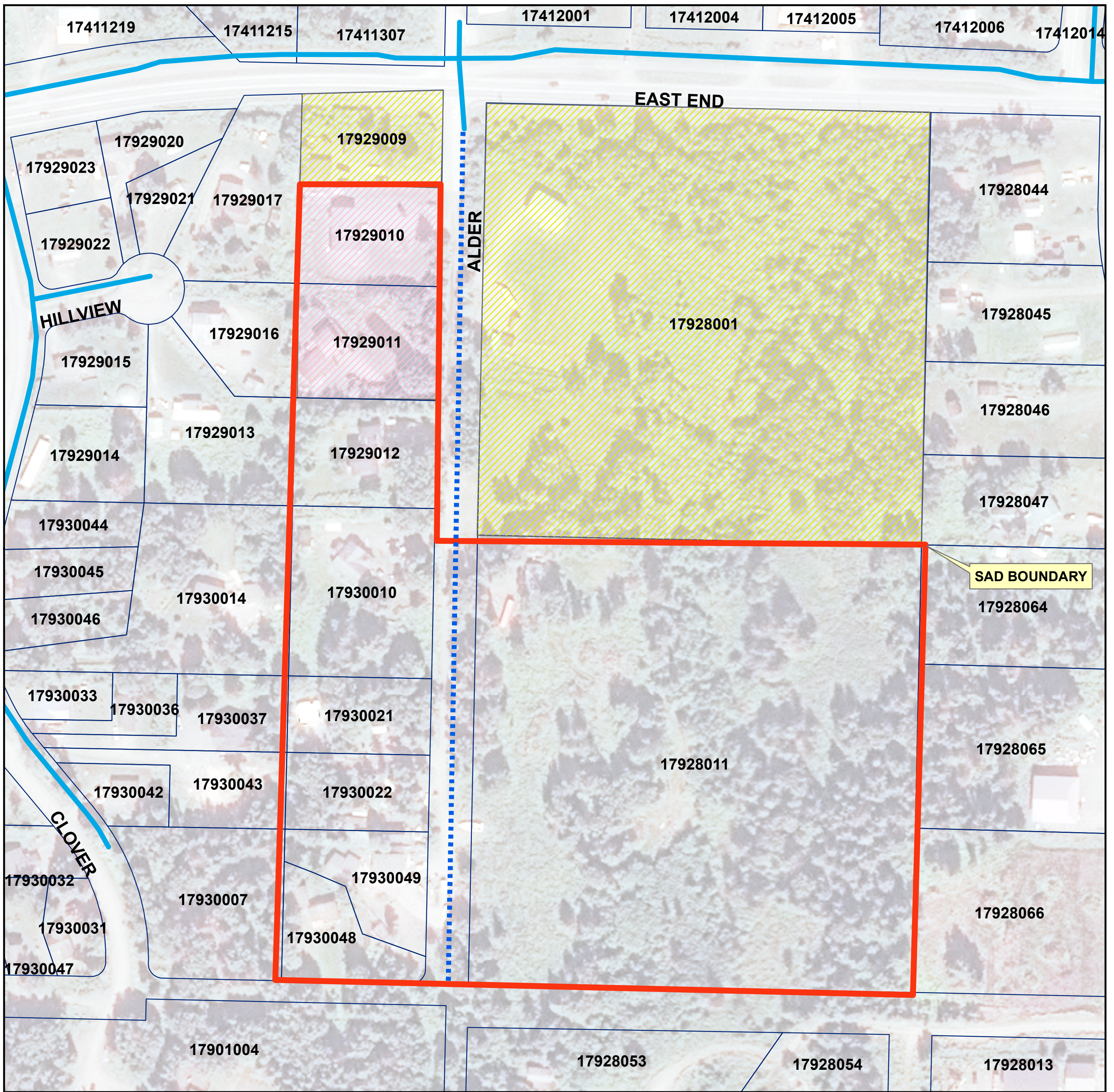
DATE: February 28, 2024

TOTAL PROJECT WATER: **\$346,157.68 - \$112,229 (ADEC Principle Subsidy) = 233,928.68**

Districts shall be assessed 75% property owner share of the project. WATER: **\$175,446.51**

HOMER ACCELERATED WATER AND SEWER PROGRAM (HAWSP) SHARE: WATER: **\$58,482.17**

| | PROPERTY OWNER NAME & ADDRESS | LEGAL DESCRIPTION & PARCEL NUMBER | ASSESSED PROPERTY VALUE | AREA BENEFITTED (ACRES) AND ASSESSMENT VALUE |
|---|--|--|-------------------------|--|
| 1 | Hennick, Mark E 19375 Sterling Hwy Ninilchik, AK 99639 | T 6S R 13W SEC 15 Seward Meridian HM 0720764 COOPER SUB LOT 2 BLK 2 KPB#17929010 | \$613,200 | 0.64 acres \$13,743.67 |
| 2 | Banks, Dale and Roufa, Sharon PO Box 2888 Homer, AK 99603 | T 6S R 13W SEC 15 Seward Meridian HM 0720764 COOPER SUB LOT 3 BLK 2 KPB#17929011 | \$346,300 | 0.74 acres \$15,891.12 |
| 3 | Johnson, Lila L and Nate V 515 Rangeview Ave Homer, AK 99603 | T 6S R 13W SEC 15 Seward Meridian HM 0720764 COOPER SUB LOT 4 BLK 2 KPB#17929012 | \$517,600 | 0.71 acres \$15,246.88 |
| 4 | Trieweiler, Alex G 4937 Alder Ln Homer, AK 99603 | T 6S R 13W SEC 15 Seward Meridian HM 0720764 COOPER SUB LOT 5 BLK 2 KPB#17930010 | \$496,800 | 1.1 acres \$23,621.93 |
| 5 | Young, Joseph J.E. and Daniel W.B. 4889 Alder Ln Homer, AK 99603 | T 6S R 13W SEC 15 Seward Meridian HM 0850106 COOPER SUB LOTS 6 & 9 BLK 2 RENF REW ADDN LOT 6A BLK 2 KPB#17930021 | \$236,100 | 0.5 acres \$10,737.24 |
| 6 | Young, Joseph J.E. and Daniel W.B. 4905 Alder Ln Homer, AK 99603 | T 6S R 13W SEC 15 Seward Meridian HM 0850106 COOPER SUB LOTS 6 & 9 BLK 2 RENF REW ADDN LOT 6B BLK 2 KPB#17930022 | \$236,100 | 0.5 acres \$10,737.24 |
| 7 | Parker, James C and Moore, Jessica J PO Box 3581 Homer, AK 99603 | T 6S R 13W SEC 15 Seward Meridian HM 2012043 COOPER SUB HAALAND ADDN LOT 7-B KPB#17930049 | \$268,200 | 0.49 acres \$10,522.50 |
| 8 | Herreman, Jason and Bando, Jennifer 2554 Spruce Ln Homer, AK 99603 | T 6S R 13W SEC 15 Seward Meridian HM 2012043 COOPER SUB HAALAND ADDN LOT 7-A KPB#17930048 | \$278,400 | 0.46 acres \$9,878.26 |
| 9 | Lexicon LLC PO Box 2000 Homer, AK 99603 | T 6S R 13W SEC 15 Seward Meridian HM 0700591 TIETJEN SUB TRACT E KPB#17928011 | \$95,900 | 3.03 acres \$65,067.68 |

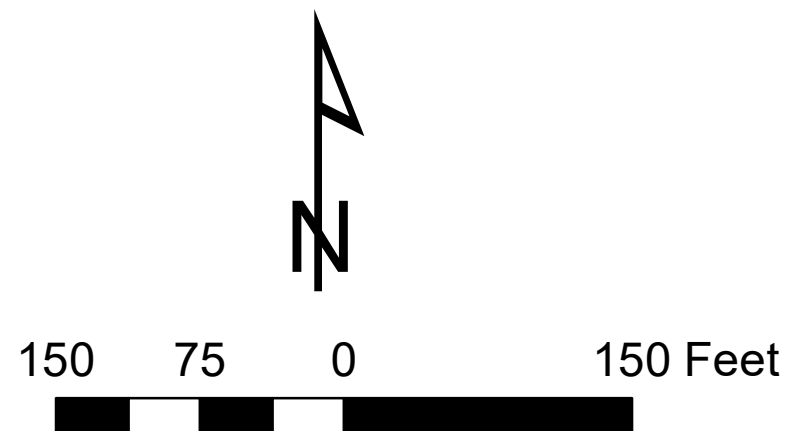


Legend

- - - - - Proposed Waterline Extension
- Existing Water Line
- Proposed Water Service Expansion
- City Water - East End Water Main
- City Water-Spaghetti Lines

Coordinate System: NAD 1983 StatePlane Alaska 4 FIPS 5004 Feet
 Projection: Transverse Mercator
 Datum: North American 1983
 False Easting: 1,640,416.6667
 False Northing: 0.0000
 Central Meridian: -150.0000
 Scale Factor: 0.9999
 Latitude Of Origin: 54.0000
 Units: Foot US

ALDER LANE WATERLINE EXTENSION PROPOSAL



DEPARTMENT OF PUBLIC WORKS
JULY 26, 2019

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**

Mayor

RESOLUTION 24-038

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
CONFIRMING MELISSA JACOBSEN AS INTERIM CITY MANAGER.

WHEREAS, Melissa Jacobsen was appointed as Acting City Manager for 2024 by Resolution 24-001; and

WHEREAS, The intent of the appointment of Acting City Manager has been to serve in a short-term capacity when the City Manager is out of the office; and

WHEREAS, Upon the departure of City Manager Dumouchel on March 15, 2024, Acting City Manager Jacobsen has taken over-full time duties of City Manager which has been a significant shift in duties; and

WHEREAS, It is in the best interest of the City that the Council confirm the appointment of Melissa Jacobsen as Interim City Manager; and

WHEREAS, The Interim City Manager will serve at the pleasure of the City Council in accordance with Homer City Code 2.04.020 Duties and Powers; and

WHEREAS, A temporary pay increase of 10% of base rate of pay is authorized during her term as Interim City Manager.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, hereby confirms the appointment of Melissa Jacobsen as Interim City Manager.

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

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

RENEE KRAUSE, MMC, ACTING CITY CLERK

Fiscal Note: Salary and Benefits.



MEMORANDUM

Resolution 24-039, A Resolution of the City Council of Homer, Alaska Providing Direction to the Economic Development Advisory Commission Regarding the Creation of Business Licensing Program.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: March 27, 2024
From: Julie Engebretsen, Community Development Director
Councilmember Venuti

The City of Homer does not have a general business license at this time. Council has identified a business licensing program as an interest. In October 2023, the Council designated Mayor Castner, Councilmember Venuti, and Economic Development Advisory Commission (EDC) Chair Marks as “champions” for this topic. The group has met a few times and wishes to utilize the EDC for further development of the concept before an ordinance is developed for Council consideration.

Depending on the structure of the program, a licensing ordinance could provide various benefits to the City and the community. Licensing can ensure that businesses are operating with existing regulations to include those related to zoning, safety, and public nuisances. It can help to ensure that applicable sales taxes are being collected and that there is a fair playing field for all commercial enterprises within the City. Licensing would also assist the City with data collection that assists planning for land use and operations like paving and snow plowing. It would also give the City a more streamlined channel to provide public education to businesses.

If Council passes the Resolution, the EDC will review existing business licenses regulations in similarly sized communities such as Seward and Palmer, and make recommendations to Council. Staff will investigate associated staff and financial costs for providing an online license program using the City’s existing software.

RECOMMENDATION: Adopt Resolution 24-039

**CITY OF HOMER
HOMER, ALASKA**

Venuti/Mayor

RESOLUTION 24-039

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
PROVIDING DIRECTION TO THE ECONOMIC DEVELOPMENT
ADVISORY COMMISSION REGARDING THE CREATION OF A
BUSINESS LICENSING PROGRAM.

WHEREAS, The City does not currently have a business licensing program; and

WHEREAS, The adoption of a business licensing program has the potential to provide value by enhancing public safety, ensuring compliance with existing regulations, and providing opportunities for connections between the City and businesses by which the City can provide support and deliver public education; and

WHEREAS, The City Council chose “champions” for various City projects at a regular meeting held on October 23, 2023; and

WHEREAS, The investigation of a Citywide business license was a project to which Mayor Castner, Councilmember Venuti, and Economic Development Advisory Commission Chair Karin Marks were assigned champions; and

WHEREAS, The champions have met to discuss the potential scope of a business license program, but wish to have the Economic Development Advisory Commission (EDC) take time to discuss and develop the idea further; and

WHEREAS, The Council wishes to memorialize direction to the EDC via resolution to ensure clarity for the Commission and the Public regarding the Council’s intent.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska requests that the Economic Development Advisory Commission investigate the concept of a business licensing program which considers or achieves the following:

- The proper level of license requirements
- Potential costs of licensure for business
- Potential costs for the City to administer the program
- Outreach to the Chamber of Commerce and business community

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

42
43
44
45
46
47
48
49
50
51
52

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

RENEE KRAUSE, MMC, ACTING CITY CLERK



MEMORANDUM

Resolution to Award the contract for the Crane 8 Control System Replacement to Great Northern Hydraulics, LLC of Kenai, Alaska, in an amount not to exceed \$15,000 and authorizing the City Manager to Negotiate and Execute the Appropriate Documents.

Item Type: Backup Memorandum
Prepared For: City Council
Date: March 27, 2024
From: Bryan Hawkins, Port Director
Through: Melissa Jacobsen, Acting City Manager

Two cranes on the Homer Fish Dock, Crane #8 and Crane #3, currently use electric-over-hydraulic controls, a system that has been discontinued by the control manufacturing company. After extensive investigation, staff discovered that there is no “drop in” product that will work to replace the electric portion of the controls.

Crane #8 is currently non-operational due to the complete failure of the control system. After consulting with local hydraulics experts, staff have determined that the best course of action is to replace the existing controls with a fully hydraulic control system. At this time crane 3 is operational and staff will plan to address its control system in the next budget.

Staff requested quotes from two local contractors and Great Northern Hydraulics, LLC was the only responsive bidder. On April 1, 2024, Great Northern Hydraulics verbally confirmed to City staff that the November 2023 quote was still accurate.

RECOMMENDATION:
Adopt Resolution 24-040.

**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Port Director

RESOLUTION 24-040

A RESOLUTION OF THE CITY COUNCIL OF HOMER ALASKA,
AWARDING THE CONTRACT FOR THE CRANE 8 CONTROL SYSTEM
REPLACEMENT TO GREAT NORTHERN HYDRAULICS, LLC OF
KENAI, ALASKA, IN AN AMOUNT NOT TO EXCEED \$15,000 AND
AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE
THE APPROPRIATE DOCUMENTS.

WHEREAS, The cranes on the Homer Fish Dock are essential for the sale of fish to local fish buyers and having a crane out of operation can limit commerce; and

WHEREAS, Crane 8 is not operational due to the failure of an electronic-over-hydraulic control system that is no longer supported by the control manufacturing company nor any third party supplier; and

WHEREAS, The only remaining option to repair the crane is to replace the non-functioning electric-over-hydraulic control system with a hydraulic control system; and

WHEREAS, The City requested quotes from multiple contractors and Great Northern Hydraulics, LLC was the lowest responsive and responsible bidder.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, Awards the Contract for the Crane 8 Control System Replacement to the Firm of Great Northern Hydraulics, LLC of Kenai, Alaska, in the Amount Not to Exceed \$15,000 and Authorizes the City Manager to Negotiate and Execute the Appropriate Documents.

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

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

RENEE KRAUSE, MMC, ACTING CITY CLERK



MEMORANDUM

Resolution 24-041, A Resolution of the City Council of Homer Alaska Amending the Library Advisory Board Bylaws under Article IV – Officers, Article VI – Meetings and Regular Meeting Agenda Format.

Item Type: Action Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: April 8, 2024
Thru: Melissa Jacobsen, Acting City Manager
From: Renee Krause, MMC, Deputy City Clerk II

Advisory bodies are recommended to review Bylaws on an annual basis. The Library Advisory Board last reviewed and updated their Bylaws in December of 2021. This item was brought forward at the regular meeting on February 20, 2024 and adopted at the regular meeting on March 19, 2024. The following amendments were made:

Line 57, correct verbiage from commissioners to boardmembers

Line 96, to address quorum requirements during worksessions by striking the word “not”

Line 128, Add the word “Mayor” prior to Councilmember, strike the verbiage (if one is assigned) and add (If Present)

Line 132-133, add the verbiage, “and via Zoom Webinar” after the word, “Alaska” and strike “or virtually” within the parenthesis.

Recommendation:

Approve Resolution 24-041

Attachment:

Library Advisory Board Minutes excerpt February 20, 2024

Library Advisory Board Minutes excerpt March 19, 2024

Library Advisory Board Bylaws

Chair Finn stated that the goal of 3.b. to participate in the Comp Plan process was generic enough and confirmed there was no opposition from the Board. She then inquired if there was any opposition to 3.c. as written and there was none expressed.

Chair Finn opened the floor for any additional amendments to the sections, Duties of the Board & Staff.

There were none offered by the Boardmembers.

FAIR/BAILY MOVED TO ADOPT THE DRAFT STRATEGIC PLAN AND GOALS AS AMENDED.

There was no further discussion or amendments offered.

VOTE: NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

NEW BUSINESS

- A. Memorandum LAB-24-004 from Deputy City Clerk re: Annual Review of Board Bylaws

Chair Finn introduced the item by reading of the title and deferred to Deputy City Clerk Krause.

Deputy City Clerk Krause reviewed Memorandum LAB-24-004 for the Board. She stated that she found one correction that was needed and there were no additional amendments or changes required.

Chair Finn opened the floor to questions or comments from the Board.

Chair Finn questioned if the agenda could have a line to welcome new Boardmembers, she opined that it was not appropriate in her mind to leave it all the way to the end of the meeting under Informational items. She felt that the new Boardmembers should be before the agenda approval even.

A brief discussion ensued with the Clerk providing clarification that the agenda follows the Council adopted format but that the Chair is always welcomed to recognize new members at the beginning of the meeting and new members can have a spot under New Business. She related that when she first started working as a Clerk she would provide a welcome memorandum for new members along with the documents but as time went on and different perspectives weighed in, processes changed. It was determined that newly appointed members will be recognized at the start of the meeting and then an item will be on the agenda under new business which will allow for formal recognition and the new member can provide some information about themselves to the Board.

FAIR/KUSZMAUL MOVE TO FORWARD TO THE MARCH MEETING FOR FINAL REVIEW AND APPROVAL THE LAB BYLAWS AS AMENDED.

There was no further discussion.

VOTE: NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

B. Memorandum LAB-24-002 from Library Director re: Review of Library Fees and Policies

Chair Finn introduced the item by reading of the title and deferred to Library Director Berry.

Library Director Berry reviewed Memorandum LAB-24-002 for the Board. He noted the actions of the Board last year with increasing the copy fees and that the interlibrary loan photocopying fees were overlooked and everything should be consistent. Staff is requesting only this corrective amendment.

Chair Finn requested a motion and second after hearing no comments or questions from the Board put forward.

KUSZMAUL/BAILY MOVED TO RECOMMEND INCREASING THE FEES FOR INTERLIBRARY LOAN PRINTING FROM \$0.15 PER PAGE TO \$0.25 PER PAGE TO MAKE COPY FEES CONSISTENT.

There was no discussion.

VOTE: NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

INFORMATIONAL MATERIALS

A. Library Legislative & News Articles from Around the Country

Chair Finn commented on the value that the Russians placed on libraries as well as the destruction that is being done by Russia on libraries in the Ukraine.

- B. City of Homer Monthly Newsletter
- February 2024 Newsletter

C. LAB Annual Calendar

Chair Finn commented on the term expirations and solicited intent from Boardmembers Asselin-Martin, McKinney and Baily to submit their applications for reappointment. She then stated that she will not be serving as Chair and that the Board will need to elect another Boardmember to serve when elections are conducted at the April meeting and noted that they will have a worksession for training in April as well.

Boardmember Asselin-Martin reported that the veto is devastating to Kenai Peninsula Borough schools regarding putting forth contracts for tenured teachers to retain the staff they do have and the availability of funding for after school programming which requires staffing.

D. Comp Plan Steering Committee Report - Boardmember Carsow
CPSC Minutes for March 4, 2024 Regular Meeting

Chair Finn introduced the item and deferred to Boardmember Carsow.

Boardmember Carsow provided the purpose and makeup of the Task Force and then provide a brief report on what actions and items the Task Force has addressed so far in the process. She encouraged the Board members to attend any and all of the public events that will be coming up.

Chair Finn appreciated the inclusion of the city's youth in the process and mentioned the Student Council.

Boardmember Carsow reported that Avram Salzman has been a part of Guiding Growth and he has been attending through Zoom as he finishes his degree. She noted that he and quite a few others have done some wonderful work getting prepared for this effort and providing input on the process.

Library Director Berry reported that the staff is scheduled to meet with Agnew::Beck on March 20, 2024 via Zoom. He provided responses to questions from Boardmember Kuszmaul regarding input in the development of questions for the survey issued by Agnew::Beck specific to the Library.

Boardmember Kuszmaul requested clarification on the participation of the advisory bodies in the development process.

Boardmember Carsow noted that the Public Participation Plan did not include presenting to each and every advisory body just the Planning Commission, Port & Harbor Advisory Commission and City Council. The Board may be able to comment on the draft later in the year when it is presented for review. She then noted that they do list her as chair and a member of the Board but technically her role is as a member of the public not representing the Board on the Steering Committee.

Student Boardmember McDonough reported that she was on the Student Council and would be happy to bring any requests or messages to the Student Council.

PUBLIC HEARING(S)

PENDING BUSINESS

A. Amending the Board Bylaws to Provide Minor Corrections
Memorandum LAB-24-008 from Deputy City Clerk II as backup

Chair Finn introduced the item by reading of the title and deferred to Deputy City Clerk Krause.

Deputy City Clerk Krause reviewed the memorandum in the packet noting the actions of the Board at the last meeting and requested the Board to make a final review and motion to accept the amendments and forward to Council for approval.

Chair Finn read each amendment into the record, asked if there was any discussion from the Board, there was a very brief clarification on the requirement of a quorum for a worksession, then requested a motion.

CARSSOW/MCKINNEY MOVED TO ADOPT THE AMENDMENTS AND FORWARD TO CITY COUNCIL FOR APPROVAL AT THE NEXT MEETING.

There was no further discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

NEW BUSINESS

- A. Library Needs Draft Survey
Memorandum LAB-24-009 from Library Director as backup.

Chair Finn introduced the item and deferred to Library Director Berry.

Library Director Berry reviewed Memorandum LAB-24-009 Library Needs Survey and the requested action of the Board.

Boardmembers offered corrections as follows:

- #3 – Add accessing Wi-Fi in the parking lot
- #7 - Add “for you” at the end of the question
- #6 – Change it it plural “ways” or state pick one at the end of the question

Library Director Berry recommended removing the selections since #5 and #6 were similar and amend it to free text.

Additional discussion continued on the questions:

- Delete #6 altogether and replace with question #6 from 2007 Survey on page 35 of the packet
- Amend #9 to reflect Age brackets 50-65 and 66 and over
- Question # 8 debate ensued on adding Question #2 from 2007 Survey on page 34 of the packet
- #3 – Add the term reference versus research

1 **CITY OF HOMER LIBRARY ADVISORY BOARD**
2 **BYLAWS**

3
4 **ARTICLE I – NAME AND AUTHORIZATION**
5

6 This organization shall be called the Library Advisory Board, established via Ordinance 80-2, existing by
7 virtue of the provisions of Chapter 2.48 of the Homer Municipal Code, and exercising the powers and
8 authority and assuming the responsibilities delegated under said Code. The following bylaws were
9 adopted on ~~December 13, 2021~~ **March 19, 2024** and shall be in effect and govern the procedures of the
10 Library Advisory Board.
11

12 **ARTICLE II – PURPOSE**
13

14 Section 1. Establish operational policies for the library program, and submit same to the City Council
15 for approval.
16

17 Section 2. Assist the Library Director in preparation and presentation of the annual budget request to
18 the City Council.
19

20 Section 3. Make recommendation through the City Manager to the Mayor and City Council concerning
21 the Library and its programs.
22

23 Section 4. Solicit donations of money and/or property for the benefit of the Library.
24

25 Section 5. Represent the Library to the community.
26

27 **ARTICLE III – MEMBERS**
28

29 Section 1. The Board shall consist of seven members comprised of at least five (5) members that reside
30 inside city limits. Members shall be nominated by the Mayor and confirmed by City Council to serve for
31 three-year terms to expire on April 1st of designated years.
32

33 Section 2. Notice of term expirations will be delivered to members by the City Clerk’s Office. Members
34 wishing to continue services upon the completion of a three-year term must submit a reappointment
35 application to the City Clerk’s Office, which is subject to review by the Mayor and confirmed by City
36 Council. There are no limits on the number of terms a member may serve.
37

38 Section 3. Members may not have alternates. If a position is vacated during a term, it shall be filled for
39 the unexpired term by an appointee selected by the Mayor and confirmed by City Council.
40

41 Section 4. A member’s appointment is vacated under the following conditions:

- 42 • A member fails to qualify to take office within 30 days after their appointment;
- 43 • A member resigns;
- 44 • A member is physically or mentally unable to perform the duties of the office;
- 45 • A member is convicted of a felony or of an offense involving a violation of their oath of office; or
- 46 • A member has three consecutive unexcused absences, or misses half of all meetings within an
47 appointment year, whether excused or unexcused.
48

49 Section 5. The Mayor may appoint, subject to confirmation by the City Council, one City Council
50 member and one Homer area high school Student Representative to serve as consulting, non-voting
51 members. The Mayor, City Manager, and Library Director may serve as non-voting, consulting
52 members.

53

54 **ARTICLE IV – OFFICERS**

55

56 Section 1. A Chairperson and Vice-Chairperson shall be elected from among the appointed
57 ~~commissioners~~ **boardmembers** at the regular April meeting of the Board.

58

59 Section 2. Officers shall serve a term of one year from the April meeting at which they are elected, and
60 until their successors are duly elected. Officers may be re-elected in subsequent years.

61

62 Section 3. The Chairperson shall preside at all meetings of the Board, authorize calls for any special
63 meetings, execute all documents authorized by the Board, serve as ex officio/voting member of all
64 committees, and generally perform all duties associated with that office.

65

66 Section 4. In the event of the absence, or disability of the Chairperson, the Vice-Chairperson shall
67 assume and perform the duties of the Chair. If both the Chairperson and Vice-Chairperson are absent,
68 and a quorum of four members are present, the senior member shall assume and perform the duties
69 and functions of the Chair.

70

71 **ARTICLE V – CITY STAFF ROLES**

72

73 Section 1. The Library Director shall serve as a staff liaison to the Board. The staff liaison shall assist
74 the Chairperson in setting meetings, preparing agendas, and other documentary material, and
75 coordinating the acquisition of needed materials and training. The staff liaison shall submit reports
76 and recommendations for those agenda items requiring decisions or recommendations by the Board.
77 Other staff having experience, education, and professional training in the subject matter may provide
78 input into the reports and recommendations, or may provide supplemental information. The
79 information submitted may be oral, written or graphic, or some combination of all.

80

81 Section 2. The City Clerk shall designate a recording clerk to take minutes for the Board and serve as
82 the Board's parliamentary advisory pursuant to AS 29.20.380(10) and HCC 2.12.010, and assist the
83 Chairperson with the conduct of the meeting.

84

85 **ARTICLE VI – MEETINGS**

86

87 Section 1. Regular meetings shall be open to the public and held on the third Tuesday of each month,
88 excluding June and July, at 5:30 p.m. in the designated location and shall be posted for public
89 information as required by Homer City Code and Alaska State Statutes.

90

91 Section 2. Special meetings and Worksessions may be called by the Library Director, Chair, or a majority
92 of the Board. Notice of such meetings shall be posted in the same manner as that for regular meetings.

93

94 Section 3. A quorum for the transaction of business at any meeting shall consist of four members. For
95 purposes of determining the existence of a quorum, consulting members shall not be counted.

96 Worksessions do ~~not~~ require a quorum, however, no action may be taken at a worksession; items on
97 the agenda are for discussion only.

98
99 Section 4. Any member who is unable to attend a meeting, whether regular or special, shall contact the
100 Clerk in advance no later than two hours prior to the scheduled meeting time for excusal.

101
102 Section 5. Meeting agenda deadline is at 5:00 p.m. the Wednesday preceding the meeting. Allowances
103 will be made for holidays.

104
105 Section 6. The order of business for the regular meetings shall include, but not be limited to, the
106 following items, which shall be covered in the sequence shown, as far as circumstances permit. Agenda
107 shall be posted for public information as required by Homer City Code and Alaska State Statutes.

108
109 CITY LOGO NOTICE OF MEETING DEPT. CONTACT INFO
110 REGULAR MEETING AGENDA (City Clerk’s Office)
111 NAME OF BODY
112 DAY OF WEEK, DATE, AND TIME OF MEETING
113 PHYSICAL LOCATION OF MEETING & MEETING ROOM

- 114 1. CALL TO ORDER
- 115 2. AGENDA APPROVAL
- 116 3. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA (3 minute time limit)
- 117 4. RECONSIDERATION
- 118 5. APPROVAL OF MINUTES
- 119 6. VISITORS/PRESENTATIONS (Chair set time limit not to exceed 20 minutes. Public may not comment
120 on the visitor or the visitor's topic until audience comments. No action may be taken at this time.)
- 121 7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS
- 122 8. PUBLIC HEARING (3 minute time limit)
- 123 9. PENDING BUSINESS
- 124 10. NEW BUSINESS
- 125 11. INFORMATIONAL MATERIALS (No action may be taken on these matters, for discussion only.)
- 126 12. COMMENTS OF THE AUDIENCE (3 minute time limit)
- 127 13. COMMENTS OF THE CITY STAFF
- 128 14. COMMENTS OF THE **MAYOR/COUNCILMEMBER** (~~If one is assigned~~ **If Present**)
- 129 15. COMMENTS OF THE BOARD (includes Comments of the Chair since they are part of the board.)
- 130 16. ADJOURNMENT Next regular meeting is scheduled for _____. (Note any other worksessions,
131 special meetings, committee meetings etc.) All meetings scheduled to be held in the Homer City
132 Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska **and via Zoom**
133 **Webinar.** (The meeting may be scheduled for the Conference Room ~~or virtually.~~)

134
135 Section 7. Per Resolution of the City Council (Resolution 06-115(A)), Public Testimony shall normally
136 be limited to three minutes per person. Exceptions may be provided for at the Chairperson’s discretion
137 or by a majority vote of the members in attendance.

138
139 Section 8. Recorded minutes shall be made available by the City Clerk’s Office to the Board prior to the
140 next meeting and a record of all voting will be included in the minutes of each meeting. Minutes shall
141 be available to the public as required by Homer City Code and Alaska State Statutes.

142

143 Section 9. Teleconference participation is allowed per the rules and limitations set forth in Homer City
144 Code 2.58.060.

145
146 **ARTICLE VII – GENERAL OPERATING PROCEDURES**

147
148 Section 1. The Board shall abide by the current edition of Robert’s Rules of Order insofar as it is
149 consistent with the Board’s bylaws, other provisions of Homer City Code, or standing rules. In all other
150 cases, bylaws, the code, or the standing rule shall prevail. This includes, but is not limited to, HCC 1.18
151 Conflicts of Interest, Partiality, and Code of Ethics; HCC 2.58 Boards and Commissions; HCC 2.48 Public
152 Library; and the Open Meetings Act – AS 44.62.310-312.

153
154 Section 2. Each member, including the Chairperson, shall vote, and shall not abstain from voting,
155 unless such member claims a conflict of interest, or has an excused absence, in which event the
156 member shall be excused from voting. The member shall then state for the record the basis for the
157 abstention. Four affirmative votes are required to pass a motion. Voting will be by a roll call vote, the
158 order to be rotated; or by unanimous consent if no objection is expressed. Voting by proxy or absentee
159 is prohibited.

160
161 Section 3. Any rule or resolution of the Board, whether contained in these Bylaws or otherwise, may be
162 suspended temporarily in connection with business at hand; and such suspension to be valid; may be
163 taken only at a meeting at which at least four of the members of the Board shall be present, and two
164 thirds of those present shall so approve.

165
166 Section 4. Training sessions developed or arranged by the City Clerk and approved by the City Manager
167 shall be mandatory unless a member’s absence is excused by the Chairperson. The City Manager
168 and/or City Clerk, in their discretion and in consultation with the City Attorney as needed, may develop
169 model procedures to be used as a guide for the Board.

170
171 **ARTICLE VIII – COMMITTEES**

172
173 Section 1. Committees of one or more members for such specific purposes as the business of the Board
174 will only become active upon approval of Council. A memorandum and resolution will go before
175 Council outlining the reason, tasks assigned and termination date. Committees shall be considered to
176 be discharged upon completion of the purpose for which it was appointed, and after its final report is
177 made to and approved by the Board.

178
179 Section 2. All committees shall make a progress report to the Board at each of its meetings.

180
181 **ARTICLE IX – BYLAW AMENDMENTS**

182
183 The Bylaws may be amended at any meeting of the Board by a majority plus one of the members,
184 provided that notice of said proposed amendment is given to each member in writing. The proposed
185 amendment shall be introduced at one meeting and action shall be taken at the next Board meeting.
186 Amendments to bylaws shall be effective upon approval of the amendments by City Council via
187 resolution.

**CITY OF HOMER
HOMER, ALASKA**

City Clerk

RESOLUTION 24-041

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
AMENDING THE LIBRARY ADVISORY BOARD BYLAWS UNDER
ARTICLE IV – OFFICERS, ARTICLE VI – MEETINGS, AND REGULAR
MEETING AGENDA FORMAT.

WHEREAS, Review of the Library Advisory Board (LAB) Bylaws it was found that several areas contained information that was incorrect or did not apply to the LAB and the following amendments were proposed to the bylaws:

- Article IV – Officers, Section 1 is amended to correct the term Commissioners to Boardmembers;
- Article VI- Meetings, Section 3 is amended to require a quorum for worksessions;
- Regular Meeting Agenda format is amended to include the section Comments of Mayor/Councilmember (if present), and that all meetings are available to attend via Zoom webinar; and

WHEREAS, The LAB introduced the amendments at their February 20, 2024 regular meeting and approved their amendments at a second meeting on March 19, 2024, in accordance with their bylaws.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska hereby amends the Library Advisory Board Bylaws to update Article IV - Officers, Article VI – Meetings, and the Regular Meeting Agenda format.

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

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

RENEE KRAUSE, MMC, ACTING CITY CLERK

Fiscal note: N/A



MEMORANDUM

Resolution 24-042, A Resolution of the City Council of Homer, Alaska, Reallocating Funds Appropriated for Homer Education and Recreation Complex (HERC) Roof Inspection to HERC Roof Repair Materials Purchase.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and City Council
Date: April 2, 2024
From: Daniel Kort, Public Works Director
Through: Melissa Jacobsen, Acting City Manager

Summary:

Re-allocation of Funds Appropriated for Homer Education and Recreation Complex (HERC) Roof Inspection to HERC Roofing Repairs (Ordinance 23-23(A-3))

Background:

The original intent of this appropriation was to formally inspect the full roofing system and make an assessment of necessary repairs. The Public Works Department reached out to Homer Roofing, LLC for the inspection. Conversations with Homer Roofing led to the decision to instead conduct a less formal inspection of the roof and provide an assessment of the roof surface and opinion on repair options.

During the physical assessment, it was discussed that while the roof is weathered, the ultimate issue identified is that the previous repair work done in 2017 with “Torch Down” roofing materials had weathered and lost its bond with the original roofing material and winds from this past winter have partially blown the roofing patches off the roof surface, subsequently exposing the previously repaired roofing defects.

Homer Roofing indicated that the likely alternative to making a repair like this would be to just re-roof the building and the ball park cost estimate of this work is likely to exceed \$300,000. With the understanding that the City intends to replace this building in the relative near future, Homer Roofing suggested the City remove the previous repair patches and replace it with a new Torch Down repair patch to provide more time while the City decides the future plans for this facility.

Recommendation:

Therefore, the Public Works Department is requesting the previously approved appropriation for roofing inspection be re-appropriated for roofing materials and supplies to repair the roof.

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

3 City Manager/
4 Public Works Director

5 **RESOLUTION 24-042**

6
7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
8 REALLOCATING FUNDS APPROPRIATED FOR HOMER EDUCATION
9 AND RECREATION COMPLEX (HERC) ROOF INSPECTION TO HERC
10 ROOF REPAIR MATERIALS PURCHASE.

11
12 WHEREAS, The roof of the HERC has had previous repair work in an area that has
13 deteriorated due to weathering and wind; and

14
15 WHEREAS, Homer Roofing provided visual inspection of the roof at no cost, advised that
16 the roof does not appear to have major failures, but noted signs of previous repair work; and

17
18 WHEREAS, Homer Roofing advised that re-roofing the structure may cost over \$300,000,
19 and that a similar repair to what has been done before would achieve another five to ten years
20 of roof life; and

21
22 WHEREAS, City Council approved \$15,000 in the FY24 Capital Budget for HERC I roof
23 inspection from the General Fund CARMA; and

24
25 WHEREAS, Public Works requests reallocating the \$15,000 from the roof inspection
26 project to the purchase of materials to patch the roof again using city staff to complete the
27 work.

28
29 NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby approves
30 reallocating the \$15,000 approved for HERC I roof inspection to HERC roof repair materials
31 purchase for an in-house repair.

32
33 PASSED AND ADOPTED by the Homer City Council on this 8th day of April, 2024.

34
35 CITY OF HOMER

36
37 _____
38 KEN CASTNER, MAYOR

39 ATTEST:

40
41 _____
42 RENEE KRAUSE, MMC, ACTING CITY CLERK

43

44

45

46 Fiscal Note: Fiscal Note: ORD 23-23 (A-3) appropriated \$15,000 from General Fund Capital
47 Asset Repair and Maintenance Allowance (CARMA) Fund; \$15,000 remains.

48



April 1, 2024

Mr. Ken Castner
Mayor
City of Homer
P.O. Box 558
Homer, AK 99603

**Subject: Consultation Initiation for the Dixon Diversion Tunnel Geotechnical Investigation
FERC Project 8221; Docket P-8221-000**

Dear Mr. Castner,

For purposes of the Alaska Historic Preservation Act, DOWL is initiating this consultation with you to assist in identifying historic properties that may be affected by the proposed project.

DOWL is proposing to conduct geotechnical investigations in July 2024 of proposed tunnel intake and outlet portals, as part of the larger Bradley Lake – Dixon Diversion Project, to increase hydroelectric output at the existing Bradley Lake Dam. **This consultation is for the geotechnical investigation only.** Consultation for the larger Bradley Lake – Dixon Diversion Project will be conducted by the Alaska Energy Authority and will occur at a later date. The project area is found on Table 1 and Figure 1. Tunnel intake portal at Latitude 59°41'38.26"N, Longitude 150°55'5.20"W and tunnel outlet portal located at Latitude 59°44'50.35"N, Longitude 150°49'49.73"W.

Table 1. Project Location

| Township | Range | Section(s) | USGS Quad Map 1:25000 | Meridian |
|----------|---------|------------|---------------------------|----------|
| 5 South | 9 West | 17 | Seldovia C-3 NW (SELC3NW) | Seward |
| | 10 West | 36 | | |

Project Description

The Dixon Diversion Tunnel Geotechnical Investigation will focus on two discrete locations; the tunnel intake near the toe of Dixon Glacier, and the tunnel outlet portal near Bradley Lake. Two drill rig crews will drill subsurface boreholes to assess the geologic conditions of the proposed intake and outlet portals and inform project design. Timing of this project is driven and dependent on high tides for barge access to the piers near the Bradley Lake Hydroelectric Facility on Kachemak Bay. The tides needed to accomplish the proposed geotechnical investigation will occur in July 2024.

Area of Potential Effect (APE)

The area of potential effect (APE) for all geotechnical work at both the intake and outlet portal locations has been created to account for any ground disturbing activities associated with the geotechnical investigation in those areas. The APE for the intake portal encapsulates a 492,000 ft² (45,708.3 m²) area (Figure 2). The APE for the outlet portal encapsulates a 220,000 ft² (20,438.7 m²) area (Figure 3).

Preliminary Identification Efforts

Alaska Heritage Resources Survey (AHRS)

DOWL examined the Alaska Office of History and Archaeology (OHA) Alaska Heritage Resource Survey (AHRS) database for previously recorded sites within the vicinity of the project APE. There are no recorded AHRS sites within one mile of the project APE. The closest AHRS site is about 4 miles from one of the project drilling locations, SEL-00126 (Table 2). Any other AHRS sites are 4.5 to 6 miles away from the project APE.

Table 2: Known AHRS Sites within 4 miles of the project area.

| AHRS Number | Site Name | Site Description | Resource Type | DOE Status |
|--------------------|--|--|----------------------|-------------------|
| SEL-00126 | Olsen Fox Farm / Bradley Lake Fox Farm | Remains of the fox farm of Hilmer (Hjelmer) Olsen, which was in operation between 1922 and 1932. | Site | DOE-S* |

*DOE-S: Site determined eligible by SHPO and Agency.

DOWL will be conducting a broader analysis of the AHRS database across the Kenai Peninsula to assess the type and frequency of high-altitude cultural resources in order to inform the potential for unknown sites within the Project APE. The results of that analysis will be provided in subsequent consultation correspondence.

Literature Review

DOWL reviewed technical reports, memos, and letters generated by past cultural resources investigations, including digital files at the OHA through the AHRS Portal, Document Repository and AHRS References modules, hardcopy reports sourced from other area repositories. A compiled list of previous cultural resource fieldwork that has taken place near or within the project APE are listed in Table 3 below.

Table 3: Chronological List of Previous Cultural Resource Investigations

| Survey Year | Title | Survey Type | Reference |
|--------------------|--|-----------------------|-----------------------|
| 1979 | Field Survey in support of the Bradley Lake Hydroelectric Project. | Field Investigation | Steele 1979 |
| 1980 | Field Survey in support of the Bradley Lake Hydroelectric Project. | Field Investigation | Steele 1982 |
| 1983 | Helicopter reconnaissance in support of the Bradley Lake Hydroelectric Project. | Field Investigation | AEA 1984 |
| 1992 | BLM Examination For Cultural Resources, Of Revoking Lands Withdrawn In The Bradley Lake/Upper Kachemak Bay Area. | Desktop Investigation | Redding-Gubitosa 1994 |
| 2012 | Cultural Resource Survey of the Battle Creek to Bradley Lake diversion. | Field Investigation | HDR 2013 |

Additional Identification Efforts

Beyond the AHRS database, DOWL reviewed photographs of the project area and surrounding the Dixon diversion intake and outlet portals. This included assembling aerial photographs of Bradley Lake, Dixon Glacier, and the surrounding area from the United States Geological Survey Earth Explorer Database (2023), providing additional information and contexts for recorded AHRS sites and possible sites that are not listed in the AHRS database.

Consulting Parties

A list of consulting parties has been assembled to seek comments and feedback about the project and to request input about potential cultural resources which may be in or near the Project APE. . Below is a list of each party that will be included in the consultation process.

- Alaska State Historic Preservation Officer (SHPO)
- Chugach Alaska Corporation
- Chugachmiut
- City of Homer
- City of Seldovia
- Cook Inlet Region, Inc. (CIRI)
- English Bay Corporation
- Kenai Peninsula Borough
- Native Village of Nanwalek (aka English Bay)
- Native Village of Port Graham
- Port Graham Corporation (PGC)
- Pratt Museum (Homer Society of Natural History, Inc.)
- Seldovia Native Association, Inc.
- Seldovia Village Tribe

Schedule

A schedule of the anticipated consultation process is outlined below. The process begins with the distribution of this consultation initiation letter and ends when the proposed geotechnical investigation commences.

- Initiation Letters Distributed: 4/1/24
- 30-day review of Initiation Letters ends: 4/30/24
- Findings Letters Distributed: 5/6/24
- 30-day review of Findings Letters ends: 6/5/24
- Consultation Process Completed: 6/14/24
- Geotech Deployment to Field: July 3, 2024

If you would like to share information about cultural resources you believe may exist in or near the Project Area, or if you would like to discuss the proposed Project and its potential impacts to cultural resources, please contact me at (907)-865-1283, or by e-mail at janders@dowl.com.

Your timely response will greatly assist us in incorporating your concerns into project development the work going forward. For that purpose, we respectfully request that you respond within thirty days of your receipt of this correspondence.

Sincerely,



Jake Anders
Cultural Resource Manager

Attachment(s):

Figure 1: Project Vicinity Map
Figure 2: Diversion Intake Portal APE
Figure 3: Diversion Outler Portal APE

cc:

Josh Grabel, DOWL, Environmental Specialist
Paul Pribyl, DOWL, Geologist
Aren Rosholt, DOWL, Cultural Resource Specialist

References Cited

Alaska Energy Authority (AEA)

1984 Application for License for Major unconstructed Project Bradley Lake Hydroelectric Project, Bradley River, Kenai Peninsula Alaska. Volume 3, Exhibit E, Chapters 4 through 12. Anchorage, Alaska.

Alaska Office of History and Archaeology

2023 Alaska Heritage Resources Survey. Alaska Heritage Resources Survey Database. Department of Natural Resources. Restricted online database. Anchorage, Alaska.

HDR

2013 Battle Creek Diversion Amendment to Bradley Lake Hydroelectric Project (FERC NO. 8221) Cultural Resources Report. Prepared for Alaska Energy Authority. Anchorage, Alaska.

Redding-Gubitosa, Donna

1994 Report of Examination for Cultural Resources regarding Revocations of Withdrawals on properties near Bradley Lake, Alaska. Bureau of Land Management. Anchorage, Alaska.

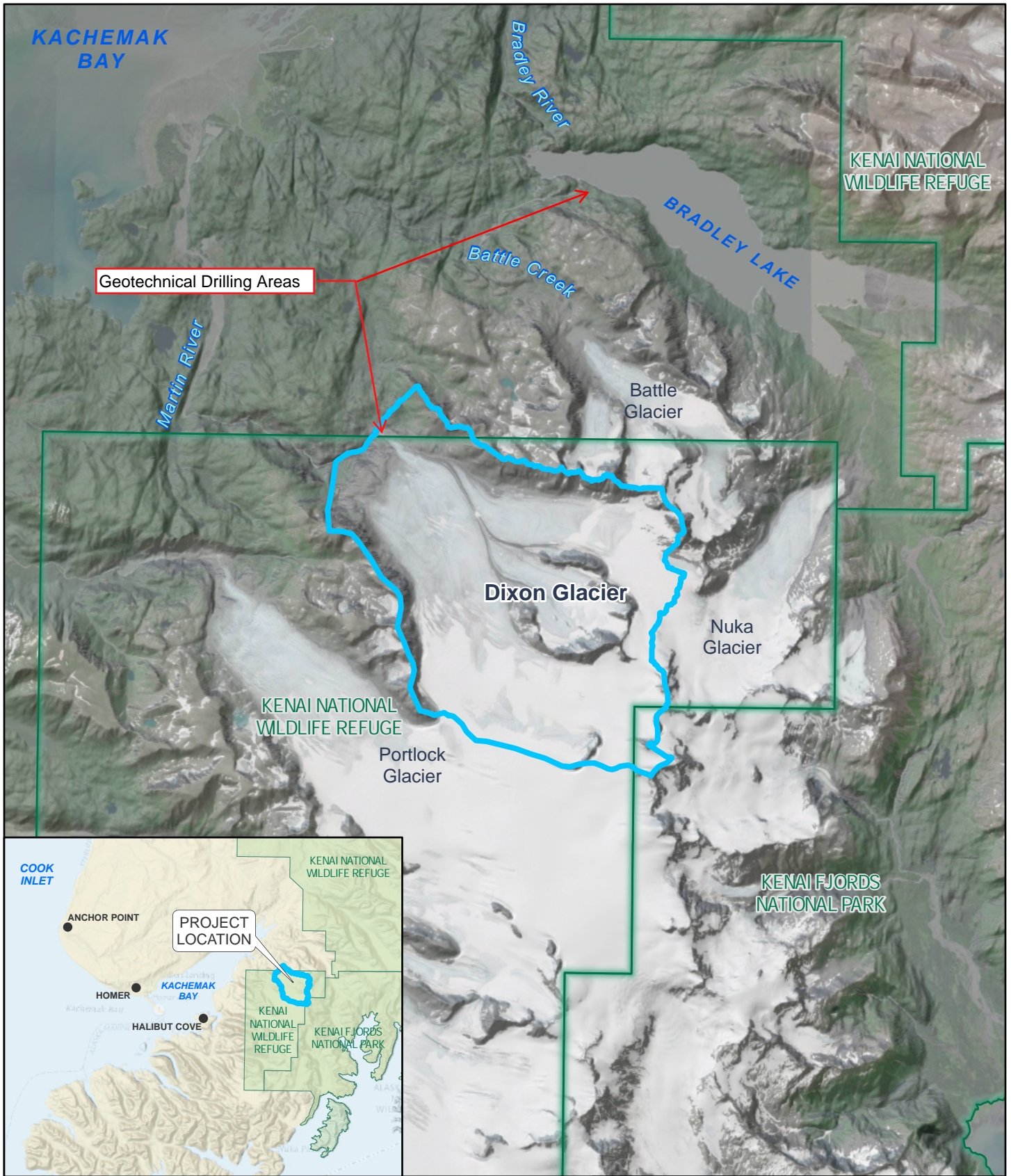
Steele, Julia


1979 Cultural Resource Survey, Bradley Lake Project 1979. U.S. Army Corps of Engineers, Alaska District. Anchorage Alaska.



1980 Cultural Resource Survey, Bradley Lake Project 1980. U.S. Army Corps of Engineers, Alaska District. Anchorage Alaska.

United States Geological Survey

2024 "Earth Explorer." <https://earthexplorer.usgs.gov/>



 Dixon Intake Basin

Project Location

Dixon Diversion Project


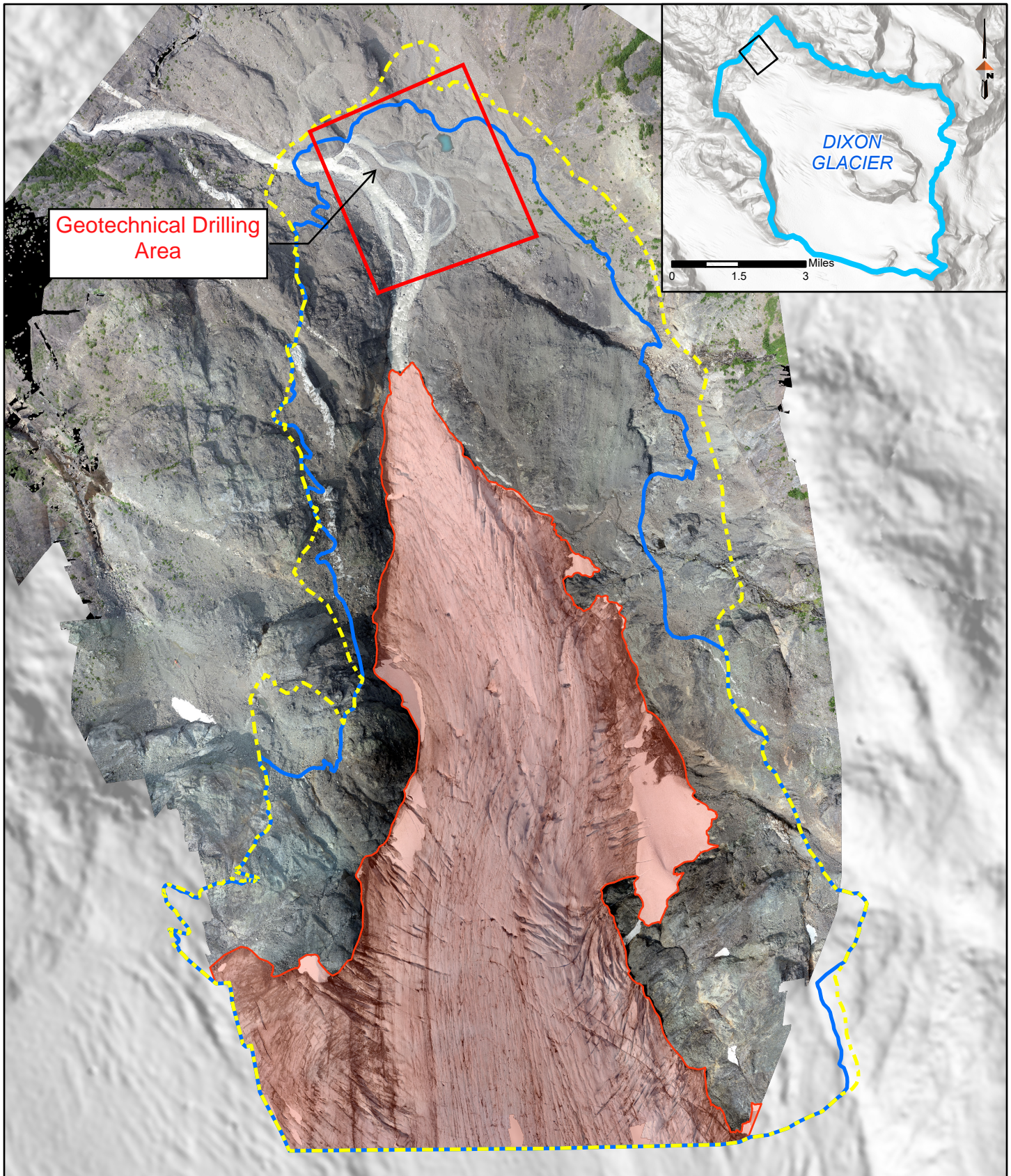





Date: March 21, 2024

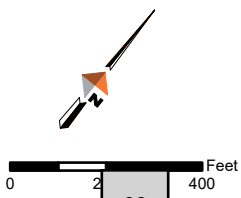
Figure 1



Geotechnical Drilling Area

Miles
0 1.5 3

-  Dixon Glacier Intake Basin
- Glacier Terminus**
-  2011 (SPOT5, 2.5m)
-  2013 (AK High Resolution, 0.5m)
-  2021 (DOWL Drone Imagery)

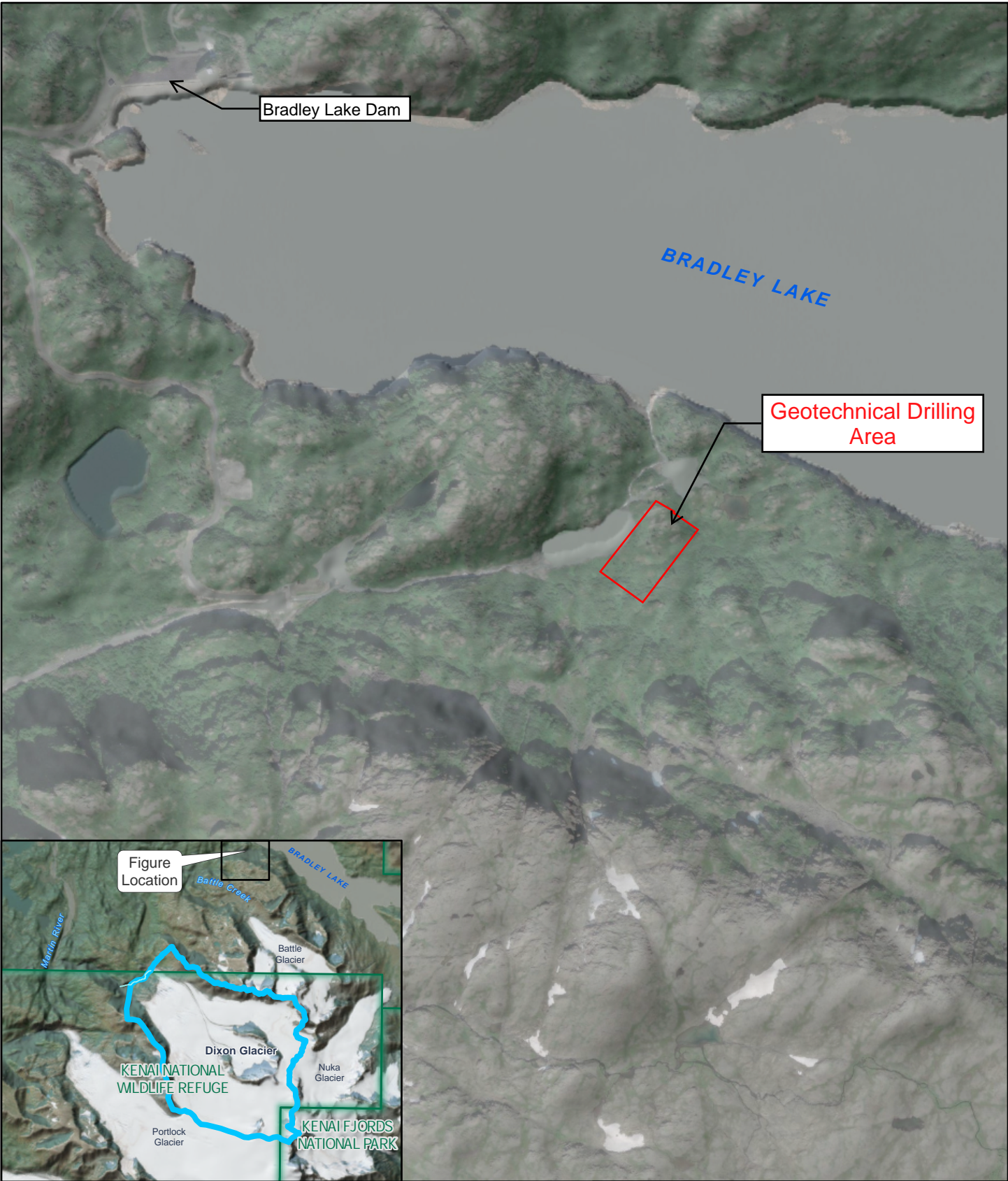


Dixon Glacier Area Recession Map

Dixon Diversion Project

DOWL ALASKA

Publish Date: 11/30/2021



Bradley Lake Dam

BRADLEY LAKE

Geotechnical Drilling Area

Figure Location



Dixon Intake Basin



67

Tunnel Outlet

Dixon Diversion Project

 DOWL ALASKA

Date: March 21, 2024

Figure 3



MEMORANDUM

Item Type: Informational Memorandum
Prepared For: Mayor and City Council
Date: April 2, 2024
From: Recreation Champions

The Recreation Champion group, consisting of Council Members Aderhold and Erickson, previous City Manager Dumouchel, Recreation Manager Illg, and Community Development Director Engebretsen, has met multiple times the last few months to pursue information as requested by the City Council through Resolution 23-118. The working group has completed multiple tasks and this memorandum provides an update on where we are now and suggests next steps.

The group identified seven possible recreation facility locations and created a scoring matrix to assist in prioritizing the sites. Each member of the Recreation Champion Group scored each site based on the criteria. We also asked two community volunteers with engineering and construction backgrounds to assist with scoring the possible sites. Based on scoring, the top three potential sites include: the Homer Electric Association (HEA) lot by the police station, West Homer lot between the elementary school and Sterling Highway, and Hazel lot adjacent to the library's western lot (see attachment). The matrix and top three selections were reviewed and supported by the Parks, Art, Recreation & Culture Advisory Commission at their January 18th Special Meeting allowing an opportunity for public input.

The group reviewed possible funding strategies to purchase a non-city site, including the following (note: none have been proposed formally):

- Land Acquisition Fund
- General Fund
- Possible land swap
- State of Alaska Community Assistance Fund
- Free main allowance fund (may need more direction from entire council before pursuing this option)

The group also hosted an informal public conversation on March 5th for affiliated recreation user groups and community members to provide a brief update about the Recreation Facility process so far in addition to the having the discussion about the concept of creating a possible "Friends of Recreation Group". Approximately 25 people attended, including Mike Miller from the Homer

Foundation and local attorney Andy Haas to provide general information related to the process of establishing a non-profit organization and methods to use the community foundation as a fiscal agent. While there was not overwhelming interest from anyone at the meeting to pursue this concept, some agreed that it would be ideal if such a group was created. A friends group could assist the project through fundraising efforts, grant applications, and overall advocacy and support. It was also determined that initial commitment from the city would serve as the catalyst to encourage community engagement in the creation of a possible friends group.

We propose to continue refining site selection and developing a rough order of magnitude cost estimate for constructing a modest recreation facility that has expansion capabilities. We also recommend that the City Council begin setting aside funds, as possible, for land acquisition and construction of a recreation facility.

RECOMMENDATION: Identify funding to earmark for this project in the upcoming budget process.

Attachments:

Scoring Matrix

Scoring Matrix Form

Copy of Supplemental Scoring Matrix

Maps of Locations

Recreation Center Land Matrix Total Scores

| Factors | West Homer #1 | Marley Prop. #2 | Main St. #3 | Main/Sterling #4 | Poopdeck/Hazel #5 | HEA Site #6 | New PW Site #7 |
|----------------------------|---------------|-----------------|-------------|------------------|-------------------|-------------|----------------|
| Score 1 | 22 | 15 | 16 | 17 | 16 | 22 | 17 |
| Score 2 | 21 | 12 | 16 | 19 | 20 | 23 | 19 |
| Score 3 | 18 | 13 | 18 | 20 | 20 | 22 | 12 |
| Score 4 | 18 | 13 | 16 | 9 | 13 | 18 | 15 |
| Score 5 | 21 | 11 | 17 | 19 | 18 | 23 | 17 |
| Score 6 | 14 | 11 | 12 | 8.5 | 12 | 15 | 10 |
| Score 7 | | | | | | | |
| | West Homer | Marley | Main | Main/Sterling | Poopdeck/Hazel | HEA | PW |
| Tota Matrix Scores: | 114 | 75 | 95 | 92.5 | 99 | 123 | 90 |

2nd

3rd

1st

| | Lots | Location | Lot Size | Close to Downtown? | Notes | Parcel ID |
|---|----------------------|-------------------------|--------------|--------------------|--|----------------------------------|
| 1 | West Homer Lot | 1011 Soundview Ave | 2.28 | Moderate | Adjacent to W Homer El. | 17510251 |
| 2 | Marely Lots | 955 Sterling Highway #1 | 17.8 | Moderate | Bluff side of Sterling HWY | 17508233 |
| | | 955 Sterling Highway #2 | 13.5 | Moderate | Bluff side of Sterling HWY | 17510023 |
| 3 | Main St. Lot | 3713 Main Street | 1.3 | Yes | City owned | 17514416 |
| 4 | Main/Sterling Lots | 3680 Main Street | 12+ (replat) | Yes | Combined City & private lots, needs infrastructure, needs replatting adjacent lots to consider | 17708014 17708015 17719234 |
| 5 | Poopdeck/Hazel Lot | 3681 Poopdeck Street | 2.6 | Yes | corner of Poopdeck & Hazel | 17708019 |
| 6 | HEA Lot | 3977 Lake Street | 3.7 | Yes | corner of Grubstake & Lake | 17712033 |
| 7 | New Public Works Lot | Ternview Place | 8.63 | No | City owned for future PW site | 17928006 |

Recreation Center Land Matrix

SCORING KEY: 1=Meets General Criteria
0= Does Not Meet general Criteria

Factors

West Homer #1

Marely Prop. #2

Main St. #3

Main/Sterling #4

Poopdeck/Hazel # 5

HEA Site #6

New P

1. Location & Traffic

| | | | | | | | |
|--|----------|----------|----------|----------|----------|----------|----------|
| Central Location (2 mile radius from Main St.) | | | | | | | |
| No negative traffic impacts | | | | | | | |
| Located near schools | | | | | | | |
| Location & Traffic Totals | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

2. Site Characteristics

| | | | | | | | |
|--|----------|----------|----------|----------|----------|----------|----------|
| Existing road access | | | | | | | |
| Shape of site adequate | | | | | | | |
| Soil suitable for building | | | | | | | |
| Adequate Parking space easy to accommodate | | | | | | | |
| Allows for future expansion | | | | | | | |
| Meets minimum of 1.5 acres | | | | | | | |
| Site Characteristics Totals | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

3. Community Sentiment/Considerations

| | | | | | | | |
|--|----------|----------|----------|----------|----------|----------|----------|
| Meets the needs for recreation uses/activities | | | | | | | |
| Fits well with existing neighborhood/area | | | | | | | |
| Location walkable/bikable | | | | | | | |
| Community Sentiment Totals | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

4. Existing Utilities/Infrastructure

| | | | | | | | |
|---|----------|----------|----------|----------|----------|----------|----------|
| Existing city water and sewer main | | | | | | | |
| Electric Service | | | | | | | |
| Access to natural gas service line | | | | | | | |
| Existing Sidewalks | | | | | | | |
| Existing Utilities/Infrastructure Totals | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

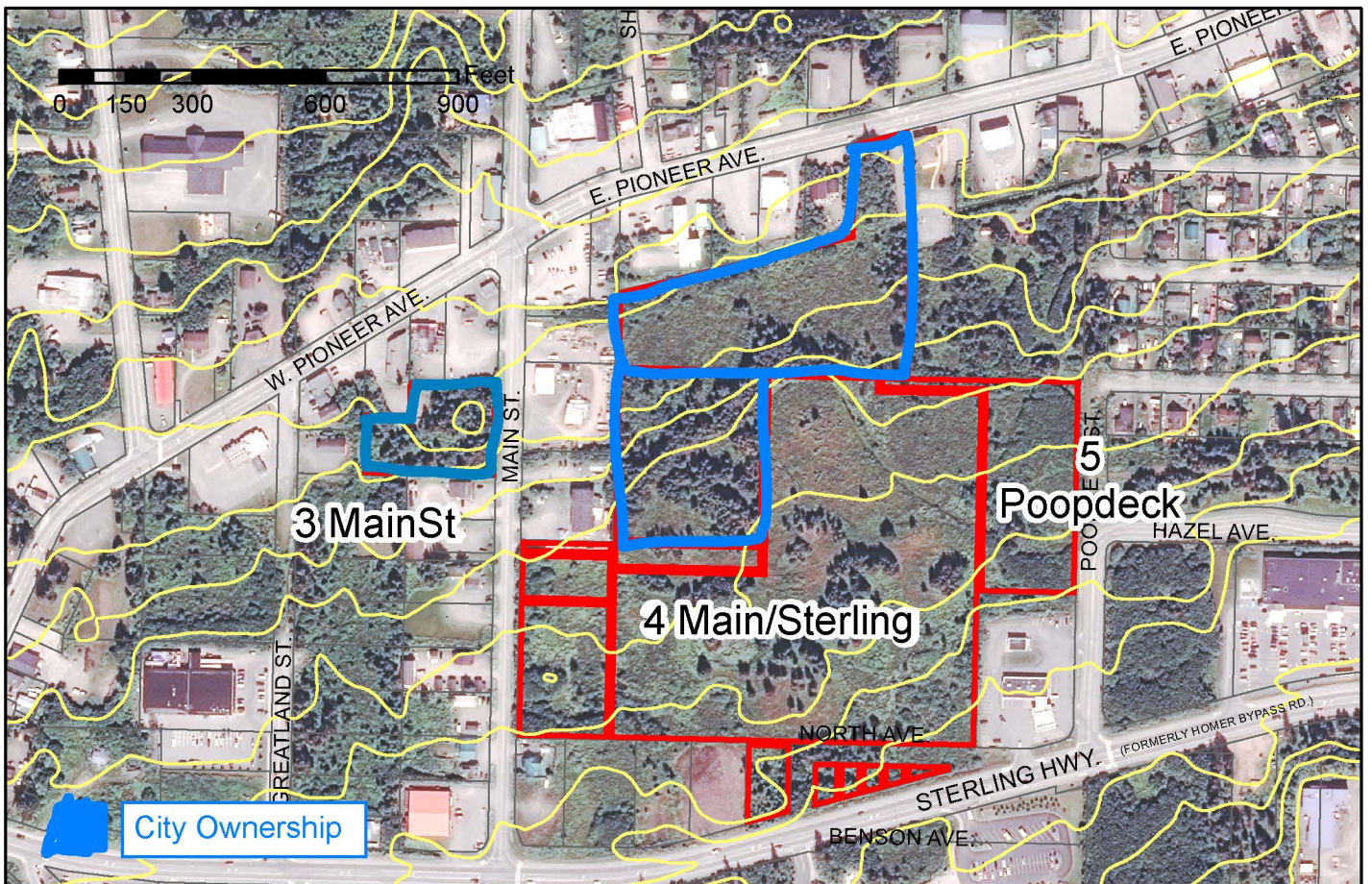
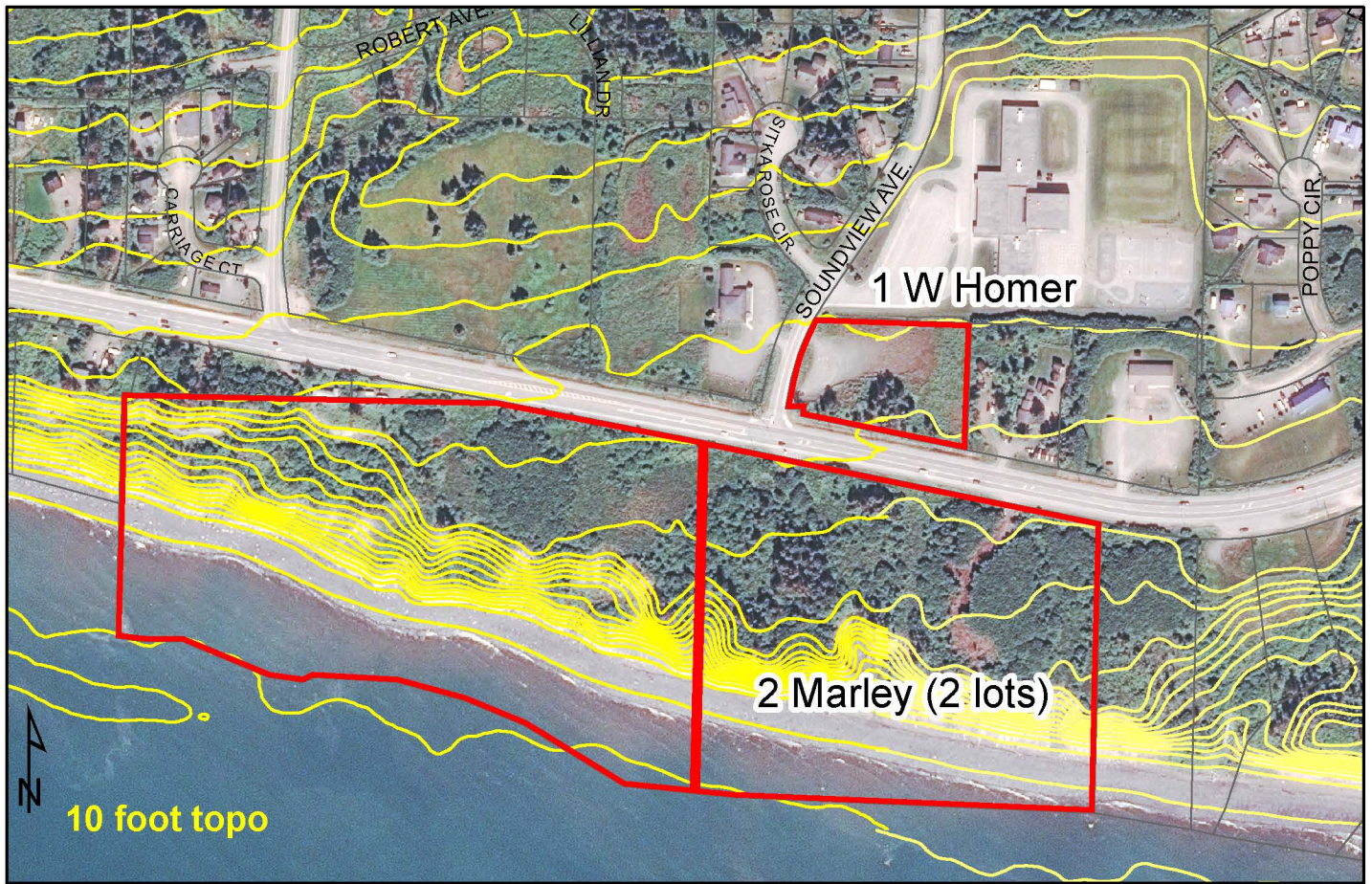
5. Environmental Impacts

| | | | | | | | |
|---------------------------------|--|--|--|--|--|--|--|
| No substantial wetland concerns | | | | | | | |
| No known risk of flooding | | | | | | | |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Not in tsumani zone | | | | | | | |
| Environmental Impact Totals | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 6. Permitting/ Other Regulatory | | | | | | | |
| Not a Brownfield property | | | | | | | |
| Permitting/Other Regulatory Totals | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 7. Land/Facility Ownership | | | | | | | |
| Owned by City of Homer | | | | | | | |
| Owned by other municipal entitiy or non-profit | | | | | | | |
| Must be purchased | | | | | | | |
| Land/Facility Ownership Totals | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 8. Cost of Site Development & Construction | | | | | | | |
| Building Cost are likely lower (ex. flat vs. slope) | | | | | | | |
| Site Cost are likely lower (ex. drainage) | | | | | | | |
| Cost of Development Totals | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| | West Homer | Marley | Main | Main/Sterling | Poopdeck/Hazel | HEA | PW |
|--------|------------|--------|------|---------------|----------------|-----|----|
| TOTALS | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

W Site #7







MEMORANDUM

Finance Champion Report

Item Type: Informational Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: April 8, 2024
From: Council Members Davis and Lord

With direction from Resolution 23-120, we met with the Interim City Manager and Finance Director on Friday, March 29 to review goals, priorities, and timelines for financial plan development for the City. This memorandum is to provide the Council and Mayor with an overview of our conversation, and an opportunity for any questions.

Audit

- Staff have developed a corrective action plan for the FY22 findings that will be included in the final FY22 financial statements. BDO is not planning another presentation to the Council on the FY22 audit.
- The City is ready to engage on the FY23 audit when we finalize FY22 (this meeting) and then get on BDO's schedule.
- There are professional services funds available in the FY24 budget to bring in outside help to get the City back on track. The FY25 budget has funding for another person in the Finance Dept., this is currently a vacant position. We emphasized to staff that they need to tell Council what resources and support we can provide.

Procurement Policy

- We've updated our timeline for procurement policy updates, and plan to have an ordinance for Council to review by the first meeting in May.

Investment Income Allocation

- We're working with staff to bring forward an ordinance updating [HCC 03.10. Investment and Collateralization of Public Funds](#) to include investment income allocation policy.

Free Main Allowance

- The Mayor asked that we discuss the balance of the free main allowance account with staff, and help draft a proposal for the Council to consider allocation of those funds. We would like to wait until we have FY23 data and work off of that, but will be discussing options to bring to Council in the meantime.



MEMORANDUM

Ordinance 24-18, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Appropriating \$15,000 from the Port Reserves Fund for the Purpose of Replacing the Control System for Crane 8 on the Homer Fish Dock. City Manager/Port Director.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: March 12, 2024
From: Bryan Hawkins, Port Director
Through: Rob Dumouchel, City Manager

Two cranes on the Homer Fish Dock, Crane #8 and Crane #3, currently use electric-over-hydraulic controls, a system that has been discontinued by the control manufacturing company. After extensive investigation, staff discovered that there is no “drop in” product that will work to replace the electric portion of the controls.

Crane #8 is currently non-operational due to the complete failure of the control system. After consulting with local hydraulics experts, staff have determined that the best course of action is to replace the existing controls with a fully hydraulic control system. At this time crane 3 is operational and staff will plan to address its control system in the next budget.

Staff have requested quotes from local contractors and anticipate having multiple responses by the end of March 2024. The funding requested is sufficient to cover our estimated cost of repair, freight, and a 15% contingency.

Recommendation: Staff recommends approval

CITY OF HOMER
FINANCIAL SUPPLEMENT

| | | | |
|------------------|------------------------|---------|-----------------------------------|
| PROJECT NAME | <u>Crane 8 Repairs</u> | DATE | <u>03/21/2024</u> |
| DEPARTMENT | <u>Port and Harbor</u> | SPONSOR | <u>City Manager/Port Director</u> |
| REQUESTED AMOUNT | <u>\$ 15,000</u> | | |

| | |
|-------------|--|
| DESCRIPTION | <p>The cranes on the Homer Fish Dock are essential for the sale of fish to local fish buyers and having a crane out of operation can limit commerce. Crane 8 is not operational due to the failure of an electronic-over-hydraulic control system that is no longer supported by the control manufacturing company nor any third party supplier.</p> <p>The fishing season has already begun and demand for crane time is high, so it is preferable to complete the repair to the crane control system expeditiously in the current fiscal year. The City has requested quotes and anticipates receiving responses before the end of March 2024.</p> |
|-------------|--|

| FUNDING SOURCE(S) | OPERATING | GF CARMA | GF FLEET CARMA | PORT 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 RESERVES | FUNDING SOURCE 2: | FUNDING SOURCE 3: |
|---|-------------------------------------|-------------------------------------|
| Current Balance <u>\$ 1,380,104</u> | Current Balance _____ | Current Balance _____ |
| Encumbered <u>\$ 782,740</u> | Encumbered _____ | Encumbered _____ |
| Requested Amount <u>\$ 15,000</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>\$ 582,364</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/Port Director

4 **ORDINANCE 24-18**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
7 AMENDING THE FY24 CAPITAL BUDGET BY APPROPRIATING
8 \$15,000 FROM THE PORT RESERVES FUND FOR THE PURPOSE OF
9 REPLACING THE CONTROL SYSTEM FOR CRANE 8 ON THE HOMER
10 FISH DOCK.

11
12 WHEREAS, The cranes on the Homer Fish Dock are essential for the sale of fish to local
13 fish buyers and having a crane out of operation can limit commerce; and

14
15 WHEREAS, Crane 8 is not operational due to the failure of an electronic-over-hydraulic
16 control system that is no longer supported by the control manufacturing company nor any
17 third party supplier; and

18
19 WHEREAS, The fishing season has already begun and demand for crane time is high, so
20 it is preferable to complete the repair to the crane control system expeditiously in the current
21 fiscal year; and

22
23 WHEREAS, The City has requested quotes from multiple contractors and anticipates
24 receiving responses before the end of March 2024.

25
26 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

27
28 Section 1: The Homer City Council hereby amends the FY24 Capital Budget by
29 appropriating \$15,000 as follows:

| <u>Fund</u> | <u>Description</u> | <u>Amount</u> |
|-------------|------------------------------------|---------------|
| 456-0380 | Crane 8 Control System Replacement | \$ 15,000 |

30
31
32
33
34
35 Section 2: This is a budget amendment ordinance, is not permanent in nature, and shall
36 not be codified.

37
38 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___ day of _____,
39 2024.

40
41 CITY OF HOMER
42

43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58

ATTEST:

KEN CASTNER, MAYOR

MELISSA JACOBSEN, MMC, CITY CLERK

YES:
NO:
ABSTAIN:
ABSENT:

First Reading:
Public Hearing:
Second Reading:
Effective Date:



MEMORANDUM

Ordinance 24-19, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Chapter 2.04 City Manager Section 2.04.020 Duties and Powers. Davis/Erickson.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: March 20, 2024
From: Council Members Davis and Erickson

The definition of the duties and powers of the city manager as currently defined in Homer City Code varies from that described in Alaska Statute 29.20.500.

Specifically, state statute describes the city manager as the “chief administrator” of the city, whereas city code describes the city manager as the “executive and administrator” of the city.

Furthermore, state statute makes specific reference to the fact that the city manager “shall make monthly financial reports and other reports on municipal finances and operations as required by the Council,” whereas city code does not refer to this requirement.”

As the city prepares to hire a new city manager, it behooves us to update code to provide greater clarity as to the duties and powers that individual will be expected to exercise.

RECOMMENDATION: Adopt Ordinance 24-19

AS 29.20.500. Powers and Duties of a Manager.

The manager may hire necessary administrative assistants and may authorize an administrative official to appoint, suspend, or remove subordinates. As chief administrator the manager shall

- (1) appoint, suspend, or remove municipal employees and administrative officials, except as provided otherwise in this title and AS [14.14.065](#) ;
- (2) supervise the enforcement of municipal law and carry out the directives of the governing body;
- (3) prepare and submit an annual budget and capital improvement program for consideration by the governing body, and execute the budget and capital improvement program adopted;
- (4) make monthly financial reports and other reports on municipal finances and operations as required by the governing body;
- (5) exercise custody over all real and personal property of the municipality, except property of the school district;
- (6) perform other duties required by law or by the governing body; and
- (7) serve as personnel officer, unless the governing body authorizes the manager to appoint a personnel officer.

All content © 2008 by [Touch N' Go/Bright Solutions, Inc.](#)

2.04.020 Duties and powers.

The duties and powers of the City Manager shall be as follows:

- a. He is the executive and administrative officer of the City.
- b. He shall administer the affairs of all City departments.
- c. He shall devote his time to the discharge of his official duties, attend all meetings of the Council unless excused therefrom by the Mayor or Council, and keep the Council advised at all times of the affairs and needs of the City.
- d. He shall make recommendations to the Council as he considers expedient or necessary and once a year he shall present a detailed statement of what he has done during the year covered by the report.
- e. He shall prepare and recommend to the Council an annual budget.
- f. He shall execute and enforce ordinances and resolutions of the City, administer all contracts entered into by the City and see that provisions of all franchises, permits, leases, and privileges granted by the City are observed.
- g. He shall appoint and remove the heads of all departments, boards, bureaus and all other officers and employees of the City, except the City Attorney, who shall be appointed by and serve at the pleasure of the Council, and he shall have supervision and control over them and their work with power to transfer an employee from one department to the other. He shall supervise all other City departments to the end of obtaining the utmost efficiency in each of them.
- h. He shall supervise the operation of all public utilities owned and operated by the City and shall have general supervision of all City-owned property.
- i. He shall act as purchasing agent for all City departments, subject to provisions of the annual budget. All purchases shall be made by requisition approved by him.
- j. He shall take part in and may enter into all discussions by the City Council but shall have no vote.
- k. Before assuming office he shall take an oath to faithfully discharge the duties of his office and furnish a bond in such sum as the Council by resolution shall require. Cost of such bond shall be paid by the City. [Ord. 90-6 § 3, 1990; Ord. 85-35 § 1, 1985; Ord. 83-16(S) § 1, 1983. Code 1967 § 3-300.2; Code 1981 § 1.20.020].

43 ~~fg. He shall e~~Execute and enforce ordinances and resolutions of the City, administer all
44 contracts entered into by the City and see that provisions of all franchises, permits, leases, and
45 privileges granted by the City are observed.

46
47 ~~gh. He shall a~~Appoint and remove the heads of all departments, boards, bureaus and all other
48 officers and employees of the City, ~~except the City Attorney, who shall be appointed by and~~
49 ~~serve at the pleasure of the Council,~~ and he shall have supervision and control over them and
50 their work with power to transfer an employee from one department to the other. ~~He~~ **They**
51 shall supervise all other City departments to the end of obtaining the utmost efficiency in each
52 of them, **except the City Attorney, who shall be appointed by and serve at the pleasure of**
53 **the Council.**

54
55 ~~hi. He shall s~~Supervise the operation of all public utilities owned and operated by the City and
56 shall have general supervision of all City-owned property.

57
58 ~~ij. He shall a~~Act as purchasing agent for all City departments, subject to provisions of the
59 annual budget. All purchases shall be made by requisition approved by ~~him~~**them**.

60
61 ~~jk. He shall t~~Take part in and may enter into all discussions by the City Council but shall have
62 no vote.

63
64 ~~kl. Before assuming office he s~~Shall take an oath **before assuming office** to faithfully
65 discharge the duties of ~~his~~ **their** office and furnish a bond in such sum as the Council by
66 resolution shall require. Cost of such bond shall be paid by the City.

67
68 Section 2: This Ordinance is of a permanent and general character, and shall be
69 included in the City Code.

70
71 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 8th day of April, 2024.

72
73 CITY OF HOMER

74
75 _____
76 KEN CASTNER, MAYOR

77 ATTEST:

78
79 _____
80 MELISSA JACOBSEN, MMC, CITY CLERK

81
82 YES:

83 NO:

84 ABSTAIN:

- 85 ABSENT:
- 86
- 87 First Reading:
- 88 Public Hearing:
- 89 Second Reading:
- 90 Effective Date:

42 **consideration by the Council, and execute the budget and capital improvement program**
43 **adopted.**

44
45 e. He shall prepare and recommend to the Council an annual budget. **Make monthly financial**
46 **reports and other reports on municipal finances and operations as required by the**
47 **Council.**

48
49 f. He shall execute and enforce ordinances and resolutions of the City, administer all contracts
50 entered into by the City and see that provisions of all franchises, permits, leases, and privileges
51 granted by the City are observed. **Supervise the enforcement of municipal law and carry**
52 **out the directives of the Council, administer all contracts entered into by the City and see**
53 **that provisions of all franchises, permits, leases, and privileges granted by the City are**
54 **observed.**

55
56 g. He shall appoint and remove the heads of all departments, boards, bureaus and all other
57 officers and employees of the City, except the City Attorney, who shall be appointed by and
58 serve at the pleasure of the Council, and he shall have supervision and control over them and
59 their work with power to transfer an employee from one department to the other. He shall
60 supervise all other City departments to the end of obtaining the utmost efficiency in each of
61 them. **Hire and, as needed, remove the heads of all departments and employees of the**
62 **City, exercising supervision and control over them and their work with the aim of**
63 **maximizing efficiency, and shall have the power to transfer an employee from one**
64 **department to another.**

65
66 h. He shall supervise the operation of all public utilities owned and operated by the City and
67 shall have general supervision of all City owned property.

68
69 i. He shall act as purchasing agent for all City departments, subject to provisions of the annual
70 budget. All purchases shall be made by requisition approved by him. **Exercise custody over**
71 **all real and personal property of the municipality and supervise the operation of all public**
72 **utilities owned and operated by the City.**

73
74 j. He shall take part in and may enter into all discussions by the City Council but shall have no
75 vote. **Act as purchasing agent for all City departments, subject to provisions of the annual**
76 **budget and the City's procurement policy.**

77
78 k. Take part in and may enter into all discussions by the City Council but shall have no vote.

79
80 **l. Perform other duties required by law or by the Council.**

81
82

83 m. Before assuming office he shall take an oath to faithfully discharge the duties of his office
84 and furnish a bond in such sum as the Council by resolution shall require. Cost of such bond
85 shall be paid by the City.

86
87 Section 2: This Ordinance is of a permanent and general character, and shall be
88 included in the City Code.

89
90 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 22nd day of April, 2024.

91
92 CITY OF HOMER

93
94 _____
95 KEN CASTNER, MAYOR

96 ATTEST:
97
98 _____
99 RENEE KRAUSE, MMC, ACTING CITY CLERK

100
101 YES:
102 NO:
103 ABSTAIN:
104 ABSENT:
105
106 First Reading:
107 Public Hearing:
108 Second Reading:
109 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: Melissa Jacobsen, Acting City Manager
DATE: April 4, 2024
SUBJECT: City Manager's Report for April 8, 2024 Council Meeting

Winter King Tournament

Harbormaster Matt Clarke reported that the 2024 Homer Winter Tournament commenced as scheduled on Saturday, March 23rd with 1,056 anglers registered and 301 boats. About 75% of the boats arrive via trailer in the days prior to the tournament. Port & harbor admin and operations worked closely with HCOC to facilitate the tournament. The deep water dock staging area is used for the tournament derby headquarters. This includes use of the staging area, restroom pavilion, guard station (VHF radio room), chip pad (overflow parking), and Freight Dock & Outer Dock Roads for traffic pattern and access control. Port operations staffing and labor is adjusted to cover the shear demand created by the influx of boaters and derby participants. The day prior to the tournament, we double up harbor officers for swing shift and graveyard shifts to accommodate demand. During the morning of the tournament as the vessels depart the harbor, harbor officers patrol the waterways for traffic control and for rapid assist with potentially disabled vessels. Upon the conclusion of the tournament when the vessels return, harbor officers focus on traffic management at the load & launch ramp for retrieval and haul-out. Parking lots swelled in the vicinity of the DWD tournament event headquarters with several hundred people watching the weigh-in, enjoying food & beverage, and listening to live music. As the harbormaster (and derby participant), I was introduced to the Pacific Northwest regional Honda managers as Honda was a primary sponsor of the event. Port & Harbor admin spend numerous hours disseminating information, processing moorage fees and identifying vessels eligible for the one-free night of moorage provided as a concession. Amy Woodruff estimates 75 vessels took advantage of the one free night of moorage. On a positive note, there were no vehicle or vessel accidents, vessel floodings or EMS calls associated with the tournament.

Beluga Slough/Mariner Slough

The education process regarding the mouth of the Beluga Slough has continued since my last report on March 26th. Historically a property owner received a one-time permit for maintenance of the mouth of the slough that is good for 10 years, but the one-time work has been completed. The City has reached out to ACOE to determine if the permit can be modified to allow for another maintenance opportunity or if a new permit will be required. If a new permit is required that will take additional time and the work to open the mouth to allow the slough to drain will be delayed and likely won't happen until after the Shorebird Festival. The work is important to the City because our storm water outfalls are in that area and a lower water level helps the drainage. Also there is a lift station close by and increased water backed up into the slough has the potential to negatively impact that lift station.

Regarding Mariner Slough, the City has a permit and a schedule for maintaining the mouth of that slough and completed the work on April 3rd. The Public Works Director has expressed interest in adding the Beluga Slough to the maintenance schedule and Steve Delahanty from Fish and Wildlife has expressed support for that action.

Fire Truck Update

Chief Kirko provided this update and attached change order for the fire truck build that was started 2 years ago. Over that time there have been increases to the construction of the truck that were not completely unexpected, plus some changes that were made to reduce the cost. Last month he went to the Pierce factory in Wisconsin to work with the sales staff and engineers that are going to provide the final drawings in a few weeks. During that visit he was able to inspect other similar truck builds that were currently in production. This provided him with the opportunity to see things we may have missed during the initial specification meetings, and to see choices that reduced some of the cost to the build. The original change order document came in above \$32,000 and after reviewing other options he was able to reduce it the \$26,188.00 as shown in the attached change order. Once he receives the final engineered drawings, they should begin sometime in August for an October delivery.

Comprehensive Plan Community Visit #1

City Planner Foster shared an update on the Comprehensive Plan's Community Visit #1 with Agnew::Beck that took place from March 26-29. It consisted of a Joint Work Session with City Council and the Planning Commission, a meeting with the Port & Harbor Commission, a public open house, a meeting of the Comprehensive Plan Steering Committee, and several meetings with local organizations and City staff members. The public open house had approximately 75 participants providing feedback on a range of subjects including land use, housing, economic development, growth, recreation, and more. Findings from this first visit will be posted on the project website in April, in advance of the Community Visit #2 anticipated for mid-May. Go to the Homer Comprehensive Plan Update website for project updates at www.homercompplanupdate.com



City of Homer Audit Information

Since the last meeting the finance team completed the corrective action plan for the findings identified in the FY22 audit, and the remaining required documents have been submitted to BDO so we can receive our final statements for Council approval. Once the financial statements are adopted we'll engage with BDO for FY23 and keep our positive forward momentum going on our audit work.

Baycrest Overlook Bathrooms

Public Works Director Kort and I have been in discussion about the bathrooms at the Baycrest Overlook. He's explained that existing pit toilet restrooms at the Baycrest Scenic Overlook were constructed in 1998 by the AK-DOT and have been maintained by the City of Homer Public Works Department since they were constructed. The City is obligated to maintain these Restrooms by an agreement with the AK-DOT with no end date in the agreement. The restroom building has aged past its useful life and is in need of replacement. One side of the restroom is closed, leaving only one stall available for use this season. We will be working to bring some recommendations to Council for consideration on how the City would like to proceed, whether it be funding a rebuild of a more robust structure, request termination of the agreement with the State, or some type of collaborate project.

Congressionally Designated Spending (CDS) Requests

Special Projects and Communications Coordinator Jenny Carroll reports that City staff submitted four FY2025 Congressionally Designated Spending (appropriations) requests to Senator Lisa Murkowski and Representative Mary Peltola. The four requests submitted responded to eligibility criteria of the appropriations subcommittees and are: Homer Harbor Critical Float Systems 4 and 1 Replacement, Homer Spit Climate Resiliency/Erosion Mitigation, A-Frame Water Transmission Line and Beluga Sewer Lift Station. Projects that are selected to move forward to an appropriations committee will be reviewed and must be deemed eligible by the appropriations committee. The City will work with legislative staff members to supply additional information as requested for any projects forwarded to an appropriations committee. The annual appropriations is part of the Federal budget process, which is lengthy, has uncertain timing, and with limited funding, carries no guarantee that Congressionally Directed Spending requests will ultimately be included in the FY2025 spending bills.

Bureau of Ocean Energy Management (BOEM) Study

BOEM shared the informational flyer attached to this report regarding their Recreation and Tourism Study in the Cook Inlet region. This is part of their ongoing outreach efforts to inform regional stakeholders about the study. They are now in the process of collecting baseline recreation and tourism data and making plans for next year's site visits and focus group meetings.

Attachments:

- April Anniversaries
- Fire Truck Change Order
- BOEM Flyer
- Homer Foundation's Grant Report to the City



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 City Council
FROM: Andrea Browning
DATE: April 8, 2024
SUBJECT: April Employee Anniversaries

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

| | | | |
|----------------------|---------------------|-----------|--------------|
| Joe Young | Public Works | 17 | Years |
| Rick Pitta | Police | 15 | Years |
| Erica Hollis | Port | 12 | Years |
| Jean Arno | Public Works | 10 | Years |
| Jaclyn Arndt | Fire | 8 | Years |
| Dave Berry | Library | 5 | Years |
| Ricky Borland | Port | 5 | Years |
| Aaron Yeaton | Public Works | 5 | Years |
| Will Kern | Public Works | 3 | Years |
| Joe Kahles | Fire | 2 | Years |

Bid 996: Homer VFD Enforcer Pumper Tender - Job 38962
 Enforcer Chassis, Aerials/Tankers, Tandem Axle
 Homer AK
 Last Updated: 3/28/2024
 Change order

| Item # | Date | Option | Change Type | Description | Change Total |
|--------|---------|---------|-------------|--|--------------|
| 1 | 3/20/24 | 0004218 | Changed | Changed from 35' ladder to 28' | \$185.05 |
| 2 | 3/20/24 | 0097930 | Changed | Changed rear warning lights from single color to Duo | \$678.87 |
| 3 | 3/20/24 | 608055 | Changed | Changed to aluminum hose cover on front bumper | \$768.71 |
| 4 | 3/20/24 | 698960 | Changed | Changed to raised hose tray with 2 inch lip on front bumper | \$133.86 |
| 5 | 3/20/24 | 632103 | Changed | Changed to two tone body paint | (\$401.07) |
| 6 | 3/20/24 | 751129 | Changed | Changed to painted front grille | \$991.61 |
| 7 | 3/20/24 | 590424 | Added | Added painted rear compartment door below tank dump | \$211.21 |
| 8 | 3/20/24 | 805652 | Changed | Changed to painted steel bumper | \$993.96 |
| 9 | 3/21/24 | 0698960 | Added | Added Line-X to front bumper | \$1,114.19 |
| 10 | 3/20/24 | 770192 | Added | Added (1) body power duplex to compartment | \$390.54 |
| 11 | 3/20/24 | 40475 | Changed | Changed inverter to battery charger with shoreline connection | (\$1,699.03) |
| 12 | 3/20/24 | 742003 | Changed | Deleted radio installation by Pierce | (\$890.88) |
| 13 | 3/20/24 | 607217 | Added | Added headsets for driver, officer, and 4 crew cab positions | \$8,170.96 |
| 14 | 3/20/24 | 632658 | Added | Added mounting surface for entire engine tunnel | \$551.45 |
| 15 | 3/20/24 | 0760404 | Added | Added black out package to rear scene lights | \$1,169.46 |
| 16 | 3/20/24 | 080294 | Changed | Changed wiper control location | \$136.28 |
| 17 | 3/20/24 | 802940 | Changed | Added moose light switch | \$591.37 |
| 18 | 3/20/24 | 548009 | Deleted | Deleted Golight spotlights on cab roof and added light bars at 15 degree | \$1,670.26 |
| 19 | 3/20/24 | 548015 | Added | Added (2) scene lights on side of body each side | \$2,041.77 |
| 20 | 3/20/24 | 781466 | Added | Added vinyl hosebed cover | \$1,136.14 |
| 21 | 3/20/24 | 742770 | Added | Changed rear warning beacon lights to red and blue | \$625.23 |
| 22 | 3/20/24 | - | Deleted | Deleted special crosslay construction | (\$278.67) |
| 23 | 3/20/24 | 813848 | Changed | Added blackout to cab steps | \$1,579.45 |
| 24 | 3/20/24 | 59024 | Changed | Changed to black cab mirrors | \$327.94 |
| 25 | 3/20/24 | 0632103 | Added | Changed to rear cab wall painted, removed aluminum treadplate | (\$203.46) |
| 26 | 3/20/24 | 783153 | Changed | Changed spare wiring circuits, added power USB, remote head power, 30A radio power | \$297.34 |
| 27 | 3/20/24 | 804651 | Added | Added blackout to headlight, directional lights, and warning light bezels | \$751.18 |
| 28 | 3/20/24 | 746142 | Added | Added blackout to stepping surface lights on cab and pump panel | \$169.21 |
| 29 | 3/20/24 | 889577 | Added | Added blackout to rear taillights | \$591.80 |
| 30 | 3/20/24 | 794744 | Deleted | Deleted officer switch for side and front scene lights | (\$403.87) |
| 31 | 3/20/24 | 892330 | Deleted | Deleted telescopic lights on pump house | (\$6,279.61) |
| 32 | 3/20/24 | 97930 | Changed | Changed to rubber rub rails and fender crowns | \$200.33 |
| 33 | 3/20/24 | 776357 | Added | Added front of body brushed scuffplate | \$233.91 |
| 34 | 3/20/24 | 776995 | Added | Added blackout to handrails | \$2,319.30 |
| 35 | 3/20/24 | 740249 | Changed | Painted air bottle compartments, fuel/def doors with black latches | \$622.56 |
| 36 | 3/20/24 | 740247 | Added | Added blackout to steps on rear and pump house area | \$710.53 |
| 37 | 3/20/24 | 0004990 | Changed | Changed rear discharge to hosebed area | \$197.72 |
| 38 | 3/20/24 | 889306 | Added | Added blackout to whelen m6 warning lights with M6V2 tied to reverse and perimeter circuit | \$1,057.24 |
| 39 | 3/20/24 | 733343 | Added | Added blackout to rear beacon warning light mounting brackets | \$217.69 |
| 40 | 3/20/24 | 733336 | Changed | Recessed traffic director into rear wall | (\$4.23) |
| 41 | 3/20/24 | 891982 | Added | Additional Blackout to front grille, Pierce logo | \$425.53 |
| 42 | 3/20/24 | 40803 | Added | Blackout front bumper discharge | \$124.57 |
| 43 | 3/20/24 | 57300 | Added | Added blackout to side warning lights and tied M6V2 to reverse and perimeter circuit | \$854.76 |
| 44 | 3/21/24 | 0002283 | Changed | Painted tow hooks | \$223.00 |
| 45 | 3/21/24 | 0091106 | Added | Added TFT Extenda gun deluge | \$3,883.91 |

| | |
|--------------------|-------------|
| Change Order Total | \$26,188.09 |
|--------------------|-------------|

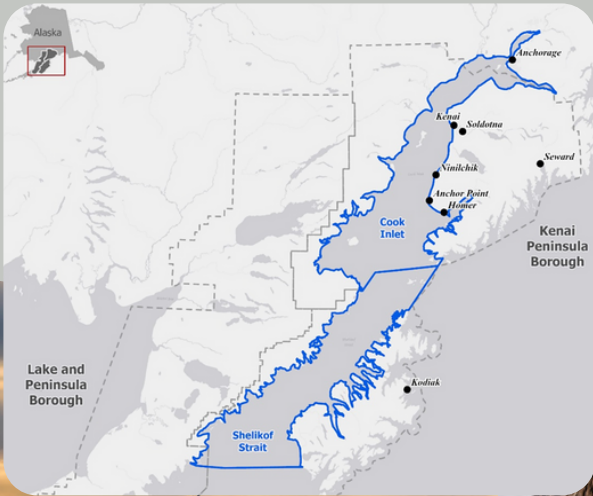
By signing this form, I do hereby authorize the representing Pierce Dealer to coordinate the changes, additions, and deletions listed on the preceding page(s) for the prices listed on each change made. I understand and agree that any additions or changes that were not part of the original contract may adversely impact the scheduled completion of the apparatus. If the scheduled completion is affected, the Pierce authorized Dealer will notify you of such a change at the time this change is presented. I understand and agree that once this change request is signed, it becomes part of the original contract entered into between the authorized Pierce Dealer and the customer.

Customer Signature: _____

Sales Representative Signature: _____

Study on Recreation and Tourism in the Cook Inlet

This study will inform our understanding of the effects of energy development activities in the Cook Inlet on recreation and tourism, helping guide future analysis and resource management decisions.



The Study Area



Goals of the Study

Map recreation sites in the region

Collect data on activities, levels of use, and expenditures

Discover what people value about recreational opportunities

Gauge attitudes about how offshore energy development could impact recreation and tourism



Activities

2024: Baseline data collection

2025: Site visits and focus groups to inform survey development

Contact us if you have any questions or have information that can help inform the study

BOEM TECHNICAL REPRESENTATIVE: Jeffrey Brooks

BOEM jeffrey.brooks@boem.gov

PROJECT MANAGER: Maura Flight

IEC mflight@indecon.com

STAKEHOLDER OUTREACH LEAD: Leah Cuyno

NE Northern Economics leah.cuyno@norecon.com

TECHNICAL LEAD: Eric Horsch

IEC ehorsch@indecon.com



City of Homer
 City Manager
 491 East Pioneer Ave
 Homer AK 99603

March 28, 2024

Re: City of Homer Grants Program 2024

Dear City Manager:

The Homer Foundation has administered the City of Homer Grants Program since 2000. In that time over \$960,719 has been awarded to local nonprofits to support the programs and services they provide to the community.

A total of \$34,170 was available for distribution in the 2024 funding cycle. This funding included \$25,000 from the city budget line item and earned income from the City of Homer’s endowment fund. The total amount is administered under an agreement between the City of Homer and the Homer Foundation. Recommendations for awards are at the discretion of the City of Homer Grants Committee.

This year’s City of Homer Grants Committee consisted of HF Board of Directors Paul Seaton (chair), Sara Reinert, and Ken Taylor, with community members Kathy Hill, Uran Christensen, Francie Roberts, Karen Wuestenfeld, and Britta Frank. All participants adhere to the Homer Foundation’s Conflict of Interest Policy. Karen Wuestenfeld disclosed that she is on the board of Kachemak Heritage Land Trust. Ken Taylor disclosed that he is on the committee of Kachemak Heritage Land Trust.

A total of 14 applications were received and reviewed. Kachemak Nordic Ski Club applied but were deemed ineligible due to receiving in-kind support from the City of Homer during the previous fiscal year. The committee’s recommendations for the following awards were approved by the Homer Foundation board of trustees at their March 27th board meeting:

| Organization | 2024 Awards |
|---------------------------------|--------------------|
| Bunnell Street Art Gallery | \$ 1,000 |
| Center for AK Coastal Studies | \$ 3,000 |
| Cook Inlet Keeper | \$ 1,000 |
| Homer Animal Friends | \$ 1,500 |
| Homer Community Food Pantry | \$ 4,170 |
| Homer Council on the Arts | \$ 4,000 |
| Homer Farmers Market | \$ 1,500 |
| Homer Hockey Association | \$ 3,000 |
| Homer OPUS | \$ 3,000 |
| Kachemak Bay Family Planning Cl | \$ 4,500 |

| | |
|------------------------------|-----------------|
| Kachemak Heritage Land Trust | \$ 1,000 |
| KBBI | \$ 3,500 |
| <u>SPROUT</u> | <u>\$ 3,000</u> |
| Total: | \$ 34,170 |

It is a difficult task to review organizations with very different missions, but all committee members agreed these nonprofits are high-functioning organizations providing valuable programs and services to the community. The committee this year was very impressed by these organizations and the broad services they provide to our community.

Each year, we take the opportunity to compile a synopsis of the economic impact of the nonprofits that have submitted applications. In 2023, these organizations generated over \$7.1 million in revenues, including \$3.6 million in new money coming into Homer from State, Federal, and Foundation grants. They also employ 100 full, part-time, and seasonal employees with combined personnel expenses exceeding \$4.1 million. The data from these organizations help to illustrate just how important Homer’s nonprofit sector is as an economic driver in our economy.

During times of economic downturn which were apparent in these organizations' decrease in revenue this last year, the City’s continued support is more important than ever by providing important general operating support. These organizations are also able to leverage additional funding with City support. The community benefits because a strong nonprofit community makes Homer a safer, healthier, and more vibrant place to live, play, and work.

On behalf of the nonprofit community, the Foundation Board thanks the City of Homer for its continued support for Homer’s vital, and economically important nonprofit community.

Respectfully submitted,



Mike Miller, Executive Director
Homer Foundation
235.0551
mmiller@homerfoundation.org

cc: City Council
Mayor

2023 City of Homer Grants Program: Project Report – Homer Farmers Market

GRANT AWARD PERIOD: FY2023

GRANT NUMBER: 23-COH6

REPORT DATE: 02/29/24

APPLICANT: HOMER FARMERS MARKET

CONTACT PERSON: LAUREN JEREW

PROJECT TITLE: CITY OF HOMER GRANTS PROGRAM

FISCAL YEAR START DATE: 01/01/24

AMOUNT AWARDED: \$3,000



HOMER FARMERS MARKET – GRANT SUMMARY

The Homer Farmers Market was honored to be a recipient of the 2023 Homer Foundation's City of Homer Grants Program. This was our seventh year participating in this grant program and the board and staff would like to send their deepest gratitude for the continued support. We look forward to future collaborations between our organizations to serve our community with quality programming and to building a more equitable and healthy local food system.

This past season the Homer Farmers Market celebrated its 24th Year in operation. Generous grants from the Homer Foundation, Alaska Farmers Market Association, and other private donors were crucial to our success this season.

We were honored to bring back many returning vendors in 2023, as well as welcome new faces to the market! We also started hosting kids vending days and brought back Zucchini Fest for the first time since 2019. It was great to feel the sense of community at the market, and welcome people from all walks of life to explore and have fun together!



Homer Farmers Market
on Ocean Drive

Sat. 10-3 & Wed. 2-5
May 27 – September 30, 2023

WIC, FMNP & EBT coupons accepted • Please bring cash in small increments

SUMMARY OF PROJECT

HOW FUNDS WERE EXPENDED: \$3,000

As a “general operating support” grant, funding was distributed throughout many programs. Below we describe these programs and their impacts.

LIST OF PROGRAMS & CORRELATING COMMUNITY AND INDIVIDUAL BENEFITS:

- **SNAP/Quest EBT Program**
 - This program allows those with SNAP (formally known as food stamps) benefits to access funds to spend on allow items at the market
 - Through funding from the Alaska Farmers Market Association, we were able to match \$6,291 in SNAP this year!
 - This program allows us to also run credit cards for “market coins,” eliminating the need for individual vendors to have a credit card terminal. The market pays all fees for their program, saving vendors money, time, and effort.
- **Kids Activities & Kids Vending Days**
 - Collaborating with the Center for Alaskan Coastal Studies, we hosted a weekly kids activity tent. It was well attended by kids ranging in age from 2-15!
 - We also brought back three opportunities for kids in the community to vend for free on Wednesdays. We had 15+ kid vendors, who sold everything from artwork and jewelry to dandelion syrup!

MARKET DEMOGRAPHICS

- SNAP Users: 12 new users in 2023
- Estimated Visitor Total for Season: 19,200
- Number of Vendors: 60
- Age range of grant recipients: ALL! 0-75+

EXAMPLES OF SUCCESSFUL COLLABORATIONS:

- **Private Anonymous Donors-** \$3,000 in funding for SNAP/EBT Program operation
- **Food Pantry -** \$18,000 partnership with the Homer & Anchor Point Food Pantries, where goods were purchased directly at the market and donated to the Food Pantry. This was made possible by the Alaska Farmers Market Association.

PUBLICITY AND PUBLIC THANK YOUS:

- Homer News
- Homer Farmer Market Facebook
- Homer Farmers Market Annual Meeting presentation
- Word of Mouth at the market and beyond

OTHER ATTACHMENTS:

- 2023 FINANCIAL REPORT (BUDGET TO ACTUAL)
- LETTERS TO EDITOR
- DIRECTOR'S REPPORT
- THANK YOU LETTER TO HOMER FOUNDATION



October 5, 2023

City of Homer
Homer Foundation City Grant Program
491 East Pioneer
Homer, AK 99603

Dear Mayor Castner, City of Homer Council members, and Homer Foundation Board of Directors,

I am writing on behalf of Kachemak Heritage Land Trust to thank you for the 2023 grant award from the City of Homer through the Homer Foundation (Grant #23-COH10). This grant funded general operating support including outreach and stewardship of Homer and Anchor Point properties.

Funding from the City shows our other supporters and grant funders that we are supported by our local government which is highly valuable to our organization. We so appreciate the City's dedication to our work and look forward to continuing to build and maintain a strong connection to the City's goals, including work under consideration in the Beluga wetlands area and on the Poopdeck Trail.

Sincerely,

Carson Chambers
Communications and Development Manager



February 7, 2024

Homer City Council
City of Homer
491 East Pioneer Avenue
Homer, Alaska 99603

Dear City Council Members:

Thank you to the City of Homer for your continued commitment to supporting the nonprofit community through funds administered by the Homer Foundation. This consistent support makes a big difference to our organization and constituents in our capacity to provide a wide range of services to local residents.

As a community-based organization, Cook Inletkeeper develops programs that combine science, advocacy, and education to further our mission of protecting Alaska's Cook Inlet watershed and the life it sustains. In Homer a shining example is, our annual Electronics Recycling Event which in its 18th year facilitated safe and responsible recycling of potentially harmful electronic devices. In partnership with communities across the Bay, on the Central Peninsula and Seward, we facilitated recycling of 39,237 lbs. of electronic waste from the Kenai Peninsula in 2023.

Additionally, this support has aided in the continuation of Homer Drawdown which in 2023 focused on non-motorized transportation and worked closely with the City to assist with the public process of the 20-year Master Transportation plan- garnering over 500 public comments. We've continued to expand our focus on local foods; helping to build a local food economy through the Alaska Food Hub, which provided 1052 Homer-area citizens locally grown, harvested and crafted products this past year. Keeping money circulating locally helps us all.

So, thank you. Support from the City of Homer demonstrates the Council's commitment to making Homer a world-class place to live, work and play. And thank you too for your dedicated service to our community.

Sincerely,

Loren Barrett
Co-Executive Director

cc: Homer Foundation



February 6, 2024

Homer City Council
Homer City Hall
491 East Pioneer Ave.
Homer, AK 99603

Dear Council,

On behalf of Homer Council on the Arts and its Board of Directors, I would like to express our gratitude for funding from the City of Homer Grants Program during FY23. This operating support is a crucial component of HCOA's budget, providing stability for operations and allowing us to offer our mission-driven programs.

We're proud of the programs we've been able to build and expand over the past year. Eight solo and six group gallery exhibits featured a total of 115 artists, and the Nutcracker Faire continues to grow as a venue for local artisans. Education offerings have included spring and summer camps, popular ceramics classes, and a variety of workshops. We hosted six touring performers, many including outreach and workshops in their visit to Homer. These included traditional Irish music, a Scandinavian week with fiddle and dance, and a teaching residency and performance by Brazilian multi-instrumentalist Eduardo Mendonça. Mendonça took the outreach record, engaging with 269 students at four schools.

Thank you for continuing to support and promote the arts as a key aspect of our city's culture and economy, and for your financial support to Homer Council on the Arts.

Gratefully,

A handwritten signature in black ink, appearing to read "Scott Bartlett". The signature is fluid and cursive, with the first name "Scott" and last name "Bartlett" clearly distinguishable.

Scott Bartlett
Executive Director

To: The Homer Foundation
3733 Ben Walters Lane
Suite 7
Homer, AK, 99603



From: Homer Farmers Market
P.O. Box 2274
Homer, AK, 99603

February 28th, 2024

To Whom it May Concern:

The Homer Farmers Market would like to express our sincere gratitude to all of The Homer Foundation staff, board members, and donors that support and administer the City of Homer Grant Program. We were awarded \$3,000, and your generosity was vital to the success of the Homer Farmers Market's 2023 season.

The City of Homer Grant managed by the Homer Foundation allowed us to support multiple programs in 2023: SNAP matching, collaborations with both the Homer and Anchor Point Food Pantries, Zucchini Fest, and Kids Activities hosted by Center for Alaskan Coastal Studies. All of these programs and events add value to our community, and we are fortunate to have such a great organization working to support local nonprofit organizations.

From the Homer Farmers Market Board of Directors & Staff - thank you!

Sincerely,

Lauren Jerew, Market Director



P.O. Box 2703, Homer, Alaska 99603 - (907) 235-2647
www.kevinbellarena.org | info@homerhockey.org

Dear Members of the Homer City Council,

I hope this letter finds you well. On behalf of the Homer Hockey Association (HHA), I extend our heartfelt gratitude to the Homer City Council for their unwavering support in providing funding to the City of Homer Grants Program administered by the Homer Foundation.

Our collaboration has played a pivotal role in the success of the Kevin Bell Arena, and we are thrilled to share the exciting developments of this season. HHA and the Kevin Bell Arena are experiencing an exceptional year, and we take immense pride in offering on-ice recreational activities to our local community, as well as to individuals and groups across the State of Alaska.

Here are some highlights of our programs and achievements:

Diverse Recreational Programs: We conduct a range of weekly programs, including school field trips, community public skate, home ice for the Mariner's high school hockey team, girls and co-ed youth hockey teams, men's and women's adult hockey leagues, figure skating, broomball, curling, Learn to Skate programs, and skating opportunities for the underserved.

Tournaments: This season, we are excited to host several tournaments catering to different age groups and skill levels. These tournaments combined will be hosting 60 teams:

- Adult Coed Tournament
- Adult Women's Tournament
- Youth (8 years and Under) Tournament
- Youth (14 years and Under) State Championship Tournament
- Youth (12 years and Under) State Championship Tournament
- Adult Men's Advanced & Intermediate Level Tournaments

The impact of the Kevin Bell Arena extends beyond our city, bringing thousands of visitors to our community since its opening in 2005. This has not only contributed to the vitality of the service industry but has also generated significant tax revenue for the City of Homer.

We deeply appreciate the City of Homer's recognition of the health and economic benefits that our non-profit organization brings to the community. Your continued financial support is invaluable to us, and we want to express our sincere thanks to the Homer City Council for their ongoing commitment to the Homer Hockey Association and the Kevin Bell Arena.

Thank you once again for your unwavering support. We look forward to further enhancing our community through the joy and camaraderie that our programs and facilities bring to all.

Sincerely,



Mike Barth, President
Homer Hockey Association



Dear Homer City Council (Sprout Champions),

In 2023, Sprout Family Services was awarded the Homer Foundation City Grant to support programming for families with young children. Because of this funding, we were able to offer more opportunities for caregivers to build social connections, learn about child development, and positively foster their child's growth. It is our mission at Sprout to promote the healthy development of children *in partnership* with families and *community*. The Homer Foundation City Grant is one way the Homer City Council can play an active role in this partnership. *How does the Homer Foundation City Grant positively impact the families served by Sprout?*

Playgroup Champions

Funds from the city grant were used to purchase developmentally appropriate equipment, toys, food, and safety supplies for use at Sprout sponsored playgroups. These items allow us to create safe, play environments that engage families and encourage young children to explore. Funds from the grant were also used to support increasing a caregiver's knowledge of child development. We offer families valuable information on early childhood development through the Parents As Teachers curriculum. If a caregiver has a question about development, including topics ranging from sleep to dental health, we can give them information that is grounded in research, relationship based, and relevant to their child's needs.

Parenting Workshop Support

Funds from the city grant were also used to purchase an annual subscription to the Conscious Discipline e-course "Building Resilient Homes & Schools." Up to 75 individuals/families now have access to content that builds family resilience through brain-based social emotional learning. Sprout will also be able to dedicate staff time to leading workshops that focus on the skills of Conscious Discipline and how they can uniquely apply to families.

There are many ways to partner with families to ensure their children have healthy, safe, and positive starts. We are grateful for the Homer City Council and their contribution to programming that puts Sprout's partnerships with families first. Sprout's vision is that all children are valued and fully nurtured and give the same to the next generation. Thanks to City Council we can work on that vision together!



Kachemak Nordic Ski Club
Box 44
Homer, Alaska 99603

Homer City Council

Dear Homer City Council,

The town of Homer is a beautiful place to call home. Those of us who are fortunate to live here have great access to many services you would typically find in much larger communities. Our schools, library, art activities, outdoor trails and recreational opportunities are a large part of what makes the community of Homer such a special place. Many of these opportunities would not be possible without the support of the Homer City Council.

As a board member for the Kachemak Nordic Ski Club we were delighted to receive a \$3,500 grant this year from the Homer City Council via the Homer Foundation. Our club is pleased that you recognize the important role we play in the health (both mental and physical) of Homer residents during the winter. Over the last several years our enrollment has seen a marked increase of members of all ages. Our goal is to provide world class ski trails to Homer residents and to foster a lifelong love of skiing. We continue to expand our trail systems, programs and rental of skis to Homer youth. As with all operations the cost of doing business continues to increase. Your contribution enabled us to fill in the gaps so that we are looking forward to yet another great winter of skiing. Thank you.

Sincerely,
Melissa Cloud



Kachemak Bay Broadcasting, Inc.,
Listener Supported Public Radio

*We provide news, information, and entertainment
to foster community engagement.*

January 31, 2024

Dear Homer City Council,

KBBI would like to recognize the importance of the Homer Grants program, or which KBBI was an award recipient in Fiscal Year 2023. Our distribution of \$3,000.00 was used for General Operating Support. An essential component of what we do here that is often overlooked and difficult to fund.

We thank the City of Homer for partnering with the Homer Foundation to administer this funding to KBBI and our incredible Nonprofit community. One of Homer's greatest strengths is its Nonprofit sector, and this partly due to the leadership of the City of Homer and the Homer Foundation. It is rare to find funds for operating support in any grant program and to be able to apply for it locally is extremely valuable to us at the station and to our cohort in the community.

Thank you for your support of our community,

Loren Barrett
KBBI Development Director



MEMORANDUM

Travel Authorization for Council Member Lord to attend a Lobbying Trip to Washington DC April 29-May 2, 2024

Item Type: Action Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: April 8, 2024
From: Renee Krause, MMC, Acting City Clerk

The city's lobbyists, J&H Consultants are scheduled to be in Washington, D.C., at the end of April, 2024. This presents a valuable opportunity for the City of Homer to coordinate a trip to Washington, D.C., to collectively advocate on behalf of City projects and interests.

At the March 26, 2024 City Council meeting, Council agreed to entertain a travel authorization proposal to send Council Member Lord and a staff member to Washington, D.C., at the end of April to meet with members of Congress and relevant Federal agency representatives. The purpose of the trip is to discuss the importance of funding and support for the City's large Federal projects, including the Homer Harbor Navigational Improvements General Investigation, appropriations requests and Federal grant initiatives. Special Projects & Communications Coordinator Carroll will be the staff representative joining Councilmember Lord and J&H Consultants.

Cost estimates for travel include round trip airfare from Anchorage to Washington, D.C., at \$700 per person and lodging for two people at approximately \$1,000 for three nights: April 29 – May 2. Including travel to Anchorage, and per diem at \$58/day for four days, the approximate total cost without any additional night's stay is \$1,800 per person for a total travel estimate of \$3,600. An additional night lodging may be needed depending on flight schedules and final meeting schedule. Existing funds in the FY24 operating budget under the lobbying line items in the City Council for Council Member Lord and City Manager's budget for Special Projects Coordinator Carroll are sufficient to cover these travel costs.

Additional cost will be approximately \$1,200 to cover travel expense of one of our lobbyists, which is also covered within our FY24 lobbying budget.

Recommendation: Approve travel for Council Member Lord to travel to Washington, D.C., at the end of April through the beginning of May, 2024.