



Homer City Hall

491 E. Pioneer Avenue

Homer, Alaska 99603

www.cityofhomer-ak.gov

City of Homer Agenda

Parks, Art, Recreation & Culture Advisory Commission Regular Meeting

Thursday, November 19, 2020 at 5:30 PM

City Hall Cowles Council Chambers via Zoom

Webinar ID: 965 6129 9938 Password: 307724

Dial: 1 669 900 6833 or 1 253 215 8782 Toll Free: 877 853 5247 or 888 788 0099

CALL TO ORDER, 5:30 P.M.

AGENDA APPROVAL

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

VISITORS/PRESENTATIONS (10 minutes)

RECONSIDERATION

CONSENT AGENDA All items on the consent agenda are considered routine and non-controversial by the Parks Art Recreation & Culture Advisory Commission and are approved in one motion. There will be no separate discussion of these items unless requested by a Commissioner or someone from the public, in which case the item will be moved to the regular agenda and considered in normal sequence.

A. Meeting Minutes for September 17, 2020

STAFF & COUNCIL REPORTS / COMMITTEE REPORTS (20 minute limit)

A. Memorandum from Recreation Manager re: Staff Report

- November 19, 2020 Staff Report
- October 15, 2020 Staff Report

B. Memorandum from Parks Maintenance Coordinator re: Staff Report

- Camping 2019 vs 2020 through October 2020

C. Deputy City Planner Engebretsen

PUBLIC HEARING

PENDING BUSINESS (15 minute limit)

NEW BUSINESS (15-20 minute limit)

- [A.](#) Memorandum from Deputy City Clerk re: Memorial Bench Donations by the Rotary Club of Kachemak Bay
- [B.](#) Memorandum from City Clerk re: 2021 Regular Meeting Schedule Review and Approval
- [C.](#) Memorandum from Deputy City Clerk re: Establishing a Parks & Recreation Endowment Fund

- HCC 3.10 Investment & Collateralization of Public Funds
- Homer Foundation Annual Report – 2019
- Homer Foundation Investment and Spending Policy
- Homer Foundation Planned Giving Sample Language
- Homer Foundation Sample Agreement - Field of Interest Fund
- Homer Foundation Responses to Interview Questions
- Endowment Proposal Submitted to City Council January 13, 2020
- Ordinance 20-10(S) Amending the Capital Budget by Authorizing the Expenditure of \$10,000 to the Homer Foundation to Create a Library Endowment Fund

- [D.](#) Memorandum from Deputy City Clerk re: Beach Policy Review

Public Comment Received

- [E.](#) Memorandum from Deputy City Clerk re: Election of Officers

INFORMATIONAL MATERIALS

- [A.](#) 2021 Commissioner Attendance at City Council Meetings
- [B.](#) 2020-2021 Annual Calendar
- [C.](#) Commissioner Lowney Reappointment

COMMENTS OF THE AUDIENCE (3 minute limit)

COMMENTS OF THE CITY STAFF

COMMENTS OF THE CITY COUNCILMEMBER (if present)

COMMENTS OF THE CHAIR

COMMENTS OF THE COMMISSION

ADJOURNMENT

Next Regular Meeting is Thursday, February 18, 2021, at 5:30 p.m. All meetings scheduled to be held virtually via Zoom in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Session 20-07, a Regular Meeting of the Parks, Art, Recreation and Culture Advisory Commission was called to order by Chair David Lewis at 5:40 p.m. on September 17, 2020 via Zoom Webinar from the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS ARCHIBALD, FAIR, HARRALD, LOWNEY, GALBRAITH AND LEWIS

ABSENT: COMMISSIONER ROEDL(EXCUSED)

STAFF: DEPUTY CITY CLERK KRAUSE
PARKS MAINTENANCE COORDINATOR STEFFY
COMMUNITY RECREATION MANAGER ILLG
PUBLIC WORKS DIRECTOR KEISER

AGENDA APPROVAL

Chair Lewis called for a motion to approve the agenda.

CLARK/LOWNEY MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA

VISITORS/PRESENTATIONS

RECONSIDERATION

CONSENT AGENDA All items on the consent agenda are considered routine and non-controversial by the Parks Art Recreation & Culture Advisory Commission and are approved in one motion. There will be no separate discussion of these items unless requested by a Commissioner or someone from the public, in which case the item will be moved to the regular agenda and considered in normal sequence.

A. Minutes from the August 20, 2020 Regular Meeting

Chair Lewis called for a motion to approve the consent agenda.

ARCHIBALD/LOWNEY - MOVED TO APPROVE THE CONSENT AGENDA.

There was no discussion.

VOTE. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

STAFF & COUNCIL REPORT/COMMITTEE REPORTS

A. Staff Report - Deputy City Planner Engebretsen

B. Parks Maintenance Report - Matt Steffy, Parks Coordinator

Parks Coordinator Steffy reported on the following:

- Park revenues down by 16% overall however August was down by 42% compared to 2019
- Special Use Camping at Karen Hornaday Park is continuing, he then provided a brief overview of the program that was instituted at the beginning of COVID 19 for displaced persons. They are trying to figure out how to move forward when it comes time to close the park.
- They will be performing additional clean up and clearing the shrubbery at the park, they will be stockpiling the brush and then use a chipper to create a material that will be placed in the campsites at Karen Hornaday Park.
- Small Works Trail Maintenance Program will be presented at the October meeting with additional updates
- Ben Walters Sidewalk to be added to the Homer Non-motorized Trail Plan
- Burning Basket event update

The Commission and Staff briefly discussed the following items:

- reviewed the graphs prepared for City Council to reflect the camping and revenue for the city parks.
- clearing and brushing work at the campground in Karen Hornaday Park
- trail improvements for the Woodard Creek Trail from the parking lot over to Danview
- update on the Poopdeck Trail and Council did approve the funding and a RFP will be issued
- establish a policy for special use of parks and campgrounds during disasters or pandemics
- CARES Act funding for winter events for mental and physical health
- Ben Walters improvements at pavilion and fire pit
- Restroom Replacement goals

Public Works Director Keiser provided additional information and updates on the following:

- Arranged plowing of trails around the Small Boat Harbor for the winter season
- Temporary Seasonal employees for winter for Parks Maintenance
- Contract for Services with the Homer Soil & Water Conservation
- Revisiting the Beach Policy should include Councilmember Evensen who can then be a champion
- Urged the Commission to discuss other possible alternatives for handling the homeless issue as she did not want the Public Works/Parks to be the department handling the issues as they were not trained nor staffed to do so.

C. Recreation Report – Mike Illg, Recreation Manager

Recreation Manager Illg provided a summary of his report for the Commission highlighting the following:

- Mid October is the earliest that the School District will consider opening facilities to outside use
- Access to the HERC gym for indoor activities
- CARES Act Funding to purchase hand sanitizer, fans for circulation and scheduling/payment software
- Special Events for winter brings up issues of liability and he is willing to review and discuss events to mitigate those concerns
- ARPA conference by Zoom is available for all Commissioners

Student Commissioner Blanton-Yourkowski stated that in her role as Student Vice President suggested a mitigation plan be submitted as soon as possible. She also noted that they are considering a movie night too.

Mr. Illg responded that he was encouraged with the numbers going down and invited Ms. Blanton-Yourkowski to visit his office at the High School to collaborate.

Further discussion on opportunities for community events this winter ensued on the following:

- Community movie nights
- Sledding hills in Karen Hornaday Park.
- Mitigation and Liability
- Partnering with community non-profits for event insurance to lessen the risk to the city
- ARPA Conference
- Maintenance of ice capability
- Grooming of trails in town by the Ski Club would need an agreement with the city.

PUBLIC HEARING

PENDING BUSINESS

- A. Memorandum from Deputy City Clerk re: Letter to the Editor

Chair Lewis introduced the item by reading of the title.

Commissioner Fair had no further comments on the topic. He requested input from the Commission.

There was no discussion.

The Commission approved the Letter to Editor submission by Consensus.

NEW BUSINESS

- A. Memorandum from Deputy City Clerk re: Annual Park Beach Walk Through Inspection

Chair Lewis introduced the item by reading of the title and invited the Commissioners to provide input on their preferences on locations and date and time.

Commissioner Lowney advocated for the following:

- Karen Hornaday Park, clearing and trails work, tent sites
- Ben Walter Park, additional clearing and viewing the progress on work, additional clearing
- Bishop's Beach, new artwork location, bench placement, vehicles on the beach issue
- Fishing Hole, damage done during winter, fishing line recycling and bench location

Commissioner Harrald supported all the recommendations and believe that the visit to Bishop's beach would be timely with the interest expressed by Council.

Commissioner Fair supported those suggestions but recommended that they limit their choice to two and supported Karen Hornaday Park and Bishop's Beach.

Deputy City Clerk Krause cautioned the Commission from reviewing the beach in response to the vehicle issue until directed by Council.

Parks Maintenance Coordinator Steffy suggested a visit to the Hickerson Cemetery since that is one of the resources that is managed by their department.

Chair Lewis reported that Councilmember Evensen contacted him regarding the vehicles on the beach and the coaling and use of coal for heating. He recounted summarily the response to vehicles on the beach and coaling the last time the Commission reviewed the Beach Policy and agreed that they should address the vehicle issue when and if Council requests the Commission to do so.

The Commission agreed by Consensus to visit Karen Hornaday Park and Bishop's Beach prior to the October meeting starting at Karen Hornaday Park at 3:30 p.m. and then going to Bishop's Beach allowing enough time to get back to their offices, homes or city hall for the regular meeting.

INFORMATIONAL MATERIALS

- A. PARC Commission Annual Calendar 2020
- B. PARC Commissioner Attendance at Council Meetings 2020

Chair Lewis stepped up to provide a report to City Council.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

Recreation Manager Illg thanked the Commission for their time and efforts. He looked forward to working with Student Commissioner Blanton-Yourkowski on a community movie event.

Public Works Director Keiser requested the Commission's assistance in lobbying for the projects to move them forward. She will develop some speaking points for them.

Parks Maintenance Coordinator Steffy thanked everyone and welcomed Ella and Leon and asked if he had Commissioner Fair as a teacher. He looks forward to meeting in person during the park visits.

COMMENTS OF THE CITY COUNCILMEMBER

COMMENTS OF THE CHAIR

Chair Lewis thanked the staff for all their work and welcomed Ella and Leon to the Commission.

COMMENTS OF THE COMMISSION

Commissioner Roedl confirmed the times for the park/beach walk through inspection and noted that everyone kept cutting out.

Commissioner Harrauld congratulated Mike on his position as president of ARPA, thanked Commissioner Fair for writing all the Letter to the Editor, welcomed Ella and Leon to the Commission.

Commissioner Archibald thanked staff, noted that it will be great working with Ms. Keiser getting those talking points, he wanted to recognized Clark and his writing talents for both the Commission and State Parks and welcomed Ella and Leon to the Commission.

Commissioner Lowney appreciated the tremendous efforts by everyone and that the last couple of meetings have had a wealth of information and echoed the sentiments of the talking points since she believed that green space was very important especially during this time.

Commissioner Galbraith thanked everyone for the welcome and noted that they have lived here for two years and his children and he enjoyed the trails and Karen Hornaday Park and looks forward to being on the Commission.

Commissioner Fair thanked everyone and acknowledged the assistance from Joel Cooper for the information for the recent Letter to the Editor and he was very willing to assist in clearing and brush work at Karen Hornaday Park.

ADJOURNMENT

There being no further business to come before the Commission the meeting adjourned at 7:15 p.m. A Park Walk Through is scheduled for Thursday, October 15, 2020 at 3:30 p.m. meeting at Karen Hornaday Park then progressing to Bishops Beach Park. The next regular meeting is scheduled for Thursday, October 15, 2020 at 5:30 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

RENEE KRAUSE, MMC, DEPUTY CITY CLERK

Approved: _____



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Memorandum

TO: PARKS ART RECREATION & CULTURE ADVISORY COMMISSION
FROM: MIKE ILLG, RECREATION MANAGER
DATE: NOVEMBER 19, 2020
SUBJECT: STAFF REPORT

For my very first “official” staff report I wanted to share and highlight previous, current and upcoming City Council action relevant to parks, arts recreation and culture within the City of Homer. In addition, I provided Community Recreation updated information.

October 26th City Council Meeting

Ordinance 20-76, An Ordinance of the City Council of Homer, Alaska Authorizing the City Manager to Purchase Kenai Peninsula Borough Parcel No. 17714011, T 6S R 13W SEC 20 Seward Meridian HM PTN GL 2 BEGIN S 1/16 CORNER SECS 19 & 20 & NW CORNER OF GL 2 TH S 89 DEG 57'30" E 1094.3 FT TO PT TH S 38 DEG 0' W 310 FT TO POB TH 90 DEG W 75 FT TO CORNER 2 TH S 38 DEG W 75 FT TO CORNER 3 TH 90 DEG E 75 FT TO CORNER 4 TH N 38 DEG E 75 FT TO POB for \$35,000 from the Land Reserves Account and Designating its use as part of Bishops Beach Park. Venuti/Hansen-Cavasos. Introduction October 12, 2020, Public Hearing and Second Reading October 26, 2020

Update: Passed with unanimous consent. Next step is for the City Manager to negotiate a purchase price.

November 9th City Council Special Meeting Agenda

Ordinance 20-86, An Ordinance of the City Council of Homer, Alaska Accepting and Appropriating an Arts and Culture CARES Act Matching Grant from the Rasmuson Foundation in the Amount of \$50,000 and Authorizing the City Manager to Execute the Appropriate Documents. City Manager. Recommended dates: Introduction November 9, 2020 Public Hearing and Second Reading November 23, 2020.

Update: Introduced on November 9, 2020, next reading November 23, 2020

Resolution 20-115, A Resolution of the City Council of Homer, Alaska Amending the CARES Act Closeout Spending Plan to Provide a \$56,500 Grant to the Pratt Museum. Lord. Recommend approval.

Update: Introduced on November 9, 2020, next reading November 23, 2020

November 23rd City Council Meeting Agenda

Ordinance 20-xx, An Ordinance of the City Council of Homer, Alaska Amending the 2020- 2021 Operating Budget Authorizing Expenditure of \$23,289 from the HAWSP Fund for the Design, Permitting and Construction of the Bishops Beach Restroom Replacement 3 Project. City Manager/Public Works Director. Recommended dates: Introduction November 23, 2020 Public Hearing and Second Reading December 14, 2020.

February 2021 PARCAC Meeting

Consider putting a request to create a “Jack Gist Park Master Plan” to coincide with projected residential development and the future availability of water and sewer at the park.

Community Recreation Sports Equipment Lending Library Pilot Project

I am working on the creation of a Sports Equipment Lending Library Pilot Project. The basic concept is to provide community members the ability to check out and borrow outdoor sports and recreational items for free. The items would be inventoried and checked out through curbside pick-up and drop off at the HERC. I am hoping to partner with other community entities and envision there will be many donations, participation and support once this is up and running. I am working with the city’s risk management team to fine tune the policy and procedures and then it will be submitted to city attorney for review. At this point it is a “work in progress”.

Community Recreation Software Update

We are close to finalizing the purchase of software that will allow the public to register, make payments, make reservations, create an interactive master calendar and much more. This purchase was approved by the City Council as part of the Cares Act funding. This will enhance the safety of staff and the public with minimizing paper and cash transactions while providing accurate statistics, payments and updated liability forms. We will be working with a company called MyRec who is already working with a number of municipal parks and recreation departments in Alaska with stellar reviews.



CITY OF HOMER Community Recreation

**600 E. Fairview Avenue
Homer, Alaska 99603**

Web Site: www.cityofhomer-ak.gov/recreation
www.facebook.com/homerparksandrec/
Telephone (907) 235-6090

Memorandum

To: Parks, Arts, Recreation and Culture Advisory Commission
From: Mike Illg, Community Recreation Manager
Date: 10/15/20
Re: Community Recreation Update

- We are continuing to offer some indoor programming at the HERC facility. This includes reservation only pickleball, Zumba Dance and instructional karate. We are seeing an uptick in requests for activities making it quite a challenge with the burdensome email reservation system. We hope we are able to purchase recreation management software soon but I am waiting on the IT department to assist.
- I am working with participants to review and modify the existing scheduled time blocks (currently one hour with 15 minute transition buffer) in the HERC. With the current email request reservation system and limited number of people allowed in the facility at the same time, I am trying to find the correct balance between the variables of accessibility, affordability and safety. Related to this is determining an adequate cancellation policy that remains to also being a work in progress.
- I have made a request to the City Manager to consider a “satellite office” at the HERC as most of our activities are taking place there and I could provide an improved management and coordination with overall activities. This is a work in progress.
- We are going to move forward with some additional indoor programming opportunities on a trial basis before promoting to the public at large. We participated in a few “open gym” opportunities with “social bubbles” with positive feedback. More to come on this.
- I am still working on a potential outdoor challenge that is “self-paced and individualized” by teaming up with one of our partners The Center. This is a work in progress and could lead to other possible on going outdoor activities.
- I have made COVID related Cares Act funding requests for some items to assist with our efforts to provide a safe indoor recreational opportunities. We submitted requests for recreational software and hardware to assist with online registration, online payment and scheduling features. As mentioned the ball is in the IT department court and I am waiting on them. I was able to order 6 industrial fans to enhance the air flow of the HERC gym and multi-use room and they should be arriving at the end of the month.
- The Homer High and Homer Middle Schools are still not available for community use (including Community Recreation). We intend to revisit the possibility of activities again hopefully this month.

Month of October

		1-Oct	2-Oct	3-Oct	4-Oct	5-Oct	6-Oct	7-Oct	8-Oct	9-Oct	10-Oct	11-Oct	12-Oct	13-Oct	14-Oct	15-Oct
Time Block	Court	THURS	FRI	SAT	SUN	MON	TUES	WED	THURS	FRI	SAT	SUN	MON	TUES	WED	THURS
10-11AM	#1	PB	PB		PB	PB	PB	PB	PB	PB		PB				
	#2	PB	PB		PB	PB	PB	PB	PB	PB		PB				
	#3	PB	PB		PB	PB	PB	PB	PB	PB		PB				
11:15AM-12:15PM	#1	PB	PB	Zumba	PB	PB	PB	PB	PB	PB	Zumba	PB				
	#2	PB	PB	Zumba	PB	PB	PB	PB	PB	PB	Zumba	PB				
	#3	PB	PB	Zumba	PB	PB	PB	PB	PB	PB	Zumba	PB				
12:30-1:30PM	#1	PB				PB		PB		PB						
	#2	PB				PB		PB		PB						
	#3	PB				PB		PB		PB						
1:45-2:45PM	#1	REC				PB		PB		PB						
	#2	REC				PB		PB		PB						
	#3	REC				PB		PB		PB						
3-4PM	#1															
	#2															
	#3															
4:15-5:15PM	#1		Karate							Karate						
	#2		Karate							Karate						
	#3		Karate							Karate						
5:30-6:30PM	#1		Karate				PB	Zumba	PB	Karate					Zumba	
	#2		Karate				PB	Zumba	PB	Karate					Zumba	
	#3		Karate				PB	Zumba	PB	Karate					Zumba	
6:45-8:30PM	#1		Karate				PB		PB	Karate						
	#2		Karate				PB		PB	Karate						
	#3		Karate				PB		PB	Karate						

		16-Oct	17-Oct	18-Oct	19-Oct	20-Oct	21-Oct	22-Oct	23-Oct	24-Oct	25-Oct	26-Oct	27-Oct	28-Oct	29-Oct	30-Oct	31-Oct
Time Block	Court	FRI	SAT	SUN	MON	TUES	WED	THURS	FRI	SAT	SUN	MON	TUES	WED	THURS	FRI	SAT
10-11AM	#1			PB							PB						
	#2			PB							PB						
	#3			PB							PB						
11:15AM-12:15PM	#1		Zumba	PB						Zumba	PB						Zumba
	#2		Zumba	PB						Zumba	PB						Zumba
	#3		Zumba	PB						Zumba	PB						Zumba
12:30-1:30PM	#1																
	#2																
	#3																
1:45-2:45PM	#1																
	#2																
	#3																
3-4PM	#1																
	#2																
	#3																
4:15-5:15PM	#1	Karate							Karate							Karate	
	#2	Karate							Karate							Karate	
	#3	Karate							Karate							Karate	
5:30-6:30pm	#1	Karate					Zumba		Karate					Zumba		Karate	
	#2	Karate					Zumba		Karate					Zumba		Karate	
	#3	Karate					Zumba		Karate					Zumba		Karate	
6:45-8:30PM	#1	Karate							Karate							Karate	
	#2	Karate							Karate							Karate	
	#3	Karate							Karate							Karate	



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MEMORANDUM

To: Parks, Arts, Recreation, and Culture Advisory Commission.

From: Matt Steffy, Parks Maintenance Coordinator

Date: November 19th, 2020

Subject: Greatest Parks in the Universe Staff Report

-
- Camping abruptly tapered off towards the end of October. All Special Use campers were vacated from Karen Hornaday Campground before October 31st, and the scattered few at Mariner Park and Fishing Hole had also moved on. Some have been turning up in other parts of town and continue to move around, but we have had no significant disturbances, other than abandoned belongings and drug paraphernalia. Transients without campers or tents still occupy our heated public restrooms occasionally and show up outside the Library.
 - It is interesting to note in the included statistical summary that our camping revenue for September and October were both higher than in 2019.
 - The order has been placed for an additional five electronic fee stations. These will be installed at Hornaday Campground, Mariner Campground, Fishing Hole Campground, PW RV Dump Station, and the Airport parking lot. Parks will be servicing all of these units, along with the one that it already at Fishing Hole RV Dump Station.
 - Parks had a wood chipping party at Karen Hornaday Park to process the brush we've been collecting from various projects this season. Staff combined with volunteers Commissioner Archibald, Dave Brann, and Kevin Walker to combine the efforts of two large wood chippers. The piles created will be used for tent pads in KHP Campground in the spring, and miscellaneous trail surfacing.
 - Local trail enthusiast John Pratt donated a hefty cordage of good saw logs to Commissioner Archibald and Dave Brann to use for boardwalk repair, and a trailer load of shorter logs to be used in trail work, as we did with the Poopdeck Extension.
 - An Invitation to Bid for Custodial Services around the Harbor has been approved by the Administration and will be advertised starting this week. The bid is structured to itemize locations and days of the week, allowing us flexibility of contracting based on actual costs. This alteration to how our services are provided to the community will allow Parks staff to spend more time on parks, trails, beaches, beautification, and generally making the world a better place.
 - RAVN has resumed operations this week, on a very limited schedule. Parks staff will continue to enforce parking and facilitate the purchase of annual passes. We have made numerous signage upgrades over the last month around the facility.
 - The addition of two winter seasonal staff is paying off in dividends. Please see memo to the City Manager regarding this program.
 - Staff have begun discussions about adding an 18-hole disc golf course in the Diamond Creek Recreation Area. This is would be consistent with the City's DCRA Master Plan, and would tie into a very

motivated and reliable volunteer base in our community. Homer already hosts more state tournaments than any other community due to the quality of our 9-hole course at Jack Gist. This addition would better serve the growing population of users in town, and increase our capacity to host larger events. Our community has some very strong talent when it comes to designing and installing disc golf courses. We plan on making use of existing trails maintained by the Kachemak Nordic Ski Club, possibly involving the Homer Demonstration Forest as well.

- We have initiated a Parks Forestry Management Program. This will utilize the background of Rose Riordan on the Parks Crew who has Forestry experience. Aaron Yeaton has GPS interface for her to take around town and inventory all of our ornamental and Parks related trees. Last time this was done was 2010. At that point the City had 319 trees with an estimated value of \$318,000. Any resource of that size deserves more attention than we have previously allocated.
- We are establishing a Parks Social Media and Marketing program. Stephanie “Stevie” Drescher, on the Parks Crew, has a background in social media and marketing and has some ideas to promote our parks, get information out, and maintain relevance.
- I have requested the PW Operators to remove the playground at Jack Gist. It is far below code and has long been a hazard. During routine inspections this month, one of the swings failed and several other progressing issues were identified.
- I look forward to the oncoming conversation regarding an endowment fund. I thank the commission for taking on this formidable, but rewarding, task.
- As the Covid situation continues to develop, our Parks Department is committed to maintaining our facilities for maximum usage, partnering wherever possible to promote healthy outdoor activities, and keeping our facilities clean and safe. Our Parks are vital to our physical, mental, and community health. Our crew takes this role very seriously and is always open to suggestions.



Abandoned camp site at KHP Campground



Chipping party at KHP



Donated logs for trail work



Seafarers Sunrise – Photo by Stevie Drescher

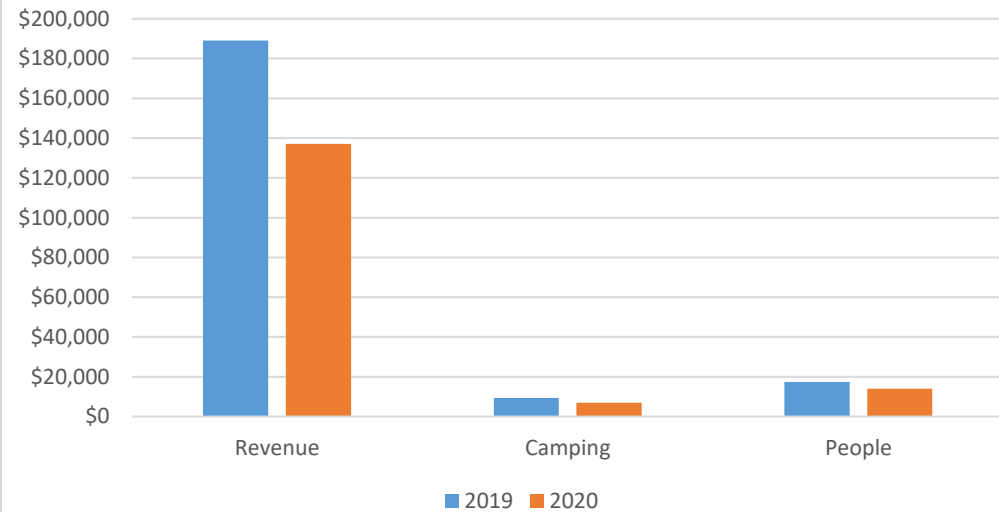
City of Homer Camping Statistics Report - November 19th, 2020

2019	Revenue	Camping	People
April	\$890	46	77
May	\$19,380	967	1,729
June	\$45,867	2,290	4,227
July	\$72,740	3,629	6,548
August	\$39,532	1,956	3,750
September	\$10,520	525	1,030
October	\$120	6	12
YTD:	\$189,049	9,419	17,373

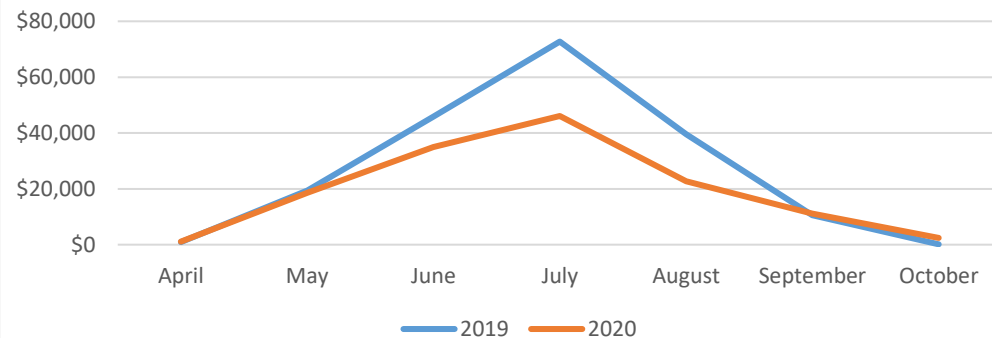
2020	Revenue	Camping	People
April	\$1,086	54	138
May	\$18,547	928	1,822
June	\$34,987	1,746	3,425
July	\$46,079	2,333	4,951
August	\$22,779	1,141	2,311
September	\$11,178	593	1,126
October	\$2,460	123	233
YTD:	\$137,116	6,918	14,006

	Monthly Comparison	
	2019	2020
April	\$890	\$1,086
May	\$19,380	\$18,547
June	\$45,867	\$34,987
July	\$72,740	\$46,079
August	\$39,532	\$22,719
September	\$10,520	\$11,178
October	\$120	\$2,460

Camping Comparison 2019 v 2020



Revenue Trend Comparison 2019 v 2020





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TO: Rob Dumouchel, City Manager

FROM: Jan Keiser, Public Works Director

Matt Steffy, Parks Maintenance Coordinator

DATE: November 4, 2020

SUBJECT: Parks' strategies for the 2020-2021 winter season

Issue: The purpose of this memo is to describe our strategies for upgrading support for outdoor recreation in the City through the 2020-2021 winter season. Such services are an important part of helping the community maintain its health and welfare during the pandemic.

Background: Typically, Parks' temporary employees only work the "high season", from late April – October. This has meant service to the City's recreational facilities has been substantially curtailed during the "winter season". This is because, the single fulltime, permanent Parks employee, the Parks Maintenance Coordinator, had to provide all maintenance, administrative and support services for Parks over the winter, by himself. He typically spent 5-7 hours a day on "rounds", cleaning and maintaining the public restrooms and parks that are still open. This left little time for the many other functions required to support a full-service Parks division, such as administrative tasks, budget management, purchasing, equipment/tool maintenance, FFE repair/refurbishment, public outreach, planning, and project management. It also meant that as snow and ice needed to be dealt with, servicing of restrooms and trash cans would be postponed, sometimes for days at a time. Further, there was no service at all on weekends, when the demand was greatest. It also meant Parks was not able to adequately prepare for the coming "high season" – picnic tables were left broken, signs were left unpainted, equipment was left untended, and so forth. Homer's investment in its Parks-related fixtures and equipment was not being protected because there was no time to attend to preventative maintenance or preparedness. Parks was always behind!

This year, there has been an increased local demand for Homer's outdoor recreation facilities, which means an increased demand for cleaning, maintenance and other support. In particular, there has been an increased call for continued support of outdoor recreation over the winter. Homer's weather is conducive to year-round outdoor recreation, so long as trails/paths are maintained, restrooms/trash cans are serviced and equipment/facilities stay functional. This takes staff-time.

To address this need, we hired two temporary employees to carry us through the winter season. This will provide the benefits described below. There is adequate funds available in the Parks/Cemetery account for this support because the pandemic-related emergency declaration was issued in March, just before Parks would have normally hired its summer crew. This caused Parks to get a late start in staffing up for the 2020 summer season and it never did get fully staffed.

- We will be able to provide cleaning and maintenance services seven days a week, including restroom cleaning, trash collection, snow removal, ice removal, sanding, etc. Staff will also be working 4-10 hour shifts, which ensures someone is almost always available to keep up with demand.
- Typically, Homer has not provided snow removal or sanding for any of its backwoods trails or even the paved path/wooden boardwalk around the Small Boat Harbor. We've had multiple requests from the public to keep these trails maintained so people can enjoy walking over the winter. This winter we will provide regular service on the ever-popular Poopdeck Trail, the trail around the harbor, and many other highly trafficked trails, which are much-loved by the community.
- Typically, there has been no restroom services for Mariner Park or Fishing Hole over the winter. These are very popular areas, providing easy access for beach walking, storm watching and even kite-surfing. This winter, we will continue port-a-potty and trash collection service for these parks.
- Typically, camping at the City campgrounds has been closed over the winter. This winter, we will allow camping at the Fishing Hole and Mariner campgrounds. This will accommodate the "special use" campers that had to leave the Karen Hornaday Campground when it closed in October as well as continue to provide "dry camping" for in-state tourists that bring their RVs from afar.
- We will be able to accomplish a backlog of maintenance/repair projects. For example, the City has an inventory of 117 wooden picnic tables, which need attention; that is, half need replacement and the rest need repair. This winter, the crew will prepare kits for replacement tables, which will be assembled in the spring.
- We anticipate opportunities for outdoor programming to present themselves, such as ice skating on Beluga Lake or the New Year's Eve fireworks show at Mariner Park. We will be able to better support such programs, with signage, traffic control, trash/restroom service, etc.
- We will be installing seasonal lighting on some City facilities, to help break up the winter darkness. This will help keep up morale in the community.
- We plan to have a Christmas Tree Round-up, during which we will collect used Christmas trees and turn them into wood chips for use on tent pads and paths around the City.
- We will be better able to manage Parks' fiscal functions, such as deploying a work order system to keep track of expenses related to particular facilities, plan for the budget change-over from calendar to fiscal year, and help install/commission the new automatic pay kiosks at the campgrounds and airport parking lot.
- We will be better able to collaborate with 3rd party stakeholders for planning short-term and long term projects, such as continuing to work with the Homer Land Trust to upgrade the Poopdeck ADA trail, continuing to work with the Bunnell Council of the Arts on the new donated art installation at Bishop's Beach, continue to work with the AK Fish & Game on bear protection strategies, etc.
- Even this small team will provide redundancy; that is, it will allow us to provide more consistent services, as there will almost always be someone available to continue services, in the event a team member becomes sick, needs to go into isolation/quarantine, or is otherwise away from work.



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
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clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION
FROM: RENEE KRAUSE, MMC, DEPUTY CITY CLERK
DATE: NOVEMBER 9, 2020
SUBJECT: MEMORIAL BENCH DONATIONS

Review the following application regarding donation and placement of four memorial benches by the Rotary Club of Kachemak Bay

Recommendation:

Commission review the application and make a motion to approve or not the donation and requested placement of four memorial benches.



CITY OF HOMER GIFT/DONATION PROPOSAL APPLICATION

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

DATE Oct. 18, 2020
CONTACT PERSON Lori Evans TITLE 2020-21 president
ORGANIZATION IF APPLICABLE Rotary Club of Homer-Kachemak Bay
ADDRESS PO Box 377 CITY Homer STATE AK ZIP 99603
PHONE 907-399-7767 FAX _____ CELL 907-399-7767
EMAIL lorifevans@gmail.com

TELL US WHY YOU WISH TO DONATE THIS TO THE CITY OF HOMER? Our club wishes to honor the life and memory of Gary Thomas, an extraordinary Rotarian and community member. The idea is to have four memorial benches — a special one in WFKL park, which would be the main bench for Gary. There would be another bench at Bishop's Beach to honor all area Rotarians when they die. Another bench would be located on the floating dock at Ben Walters Park, where our club does a lot of work, and another near the Fishing Hole pavilion, another Rotary project.

PLEASE COMPLETE THE APPROPRIATE SECTIONS RELATED TO YOUR DONATION.

TITLE OF ARTWORK Memorial benches
ARTIST(S) NAME _____
YEAR COMPLETED _____ DIMENSIONS _____
MATERIALS USED TO CREATE ARTWORK Working with Matt Steffy so that the benches conform to city standards.

PHYSICAL DESCRIPTION OF THE PROPOSED DONATION—
See attached.

NARRATIVE DESCRIPTION OF THE PROPOSED DONATION- TELL US THE STORY BEHIND THE PIECE OR SIGNIFICANCE -
Gary Thomas inspired others with his good humor, his inclusiveness and his willingness to help others. He was Homer's longest-serving volunteer firefighter and served as auctioneer to countless good causes and organizations. The benches seem a good way to help everyone pause in their day and reflect on the beauty of this community that Gary loved and consider how they, too, can make a difference in the lives of others.

IS THE PROPOSED PIECE ONE OF A KIND? NA IS THE PIECE PART OF A SERIES, LIMITED OR OTHERWISE? NA
IF SO, AN EDITION OF HOW MANY? NA IS THE PIECE COMPLETED? NA IF NOT WHEN IS THE
EXPECTED COMPLETION DATE? NA
WHAT IS THE CURRENT CONDITION OF THE PIECE? The benches will be new

PROPOSED SITE OR LOCATION

DO YOU HAVE A SITE(S) IN MIND FOR THE PLACEMENT OF THE PIECE? IF SO WHERE? WKFL Park, Bishops Beach, floating dock at Ben Walters and Fishing Hole pavilion

IS THIS A CITY OWNED PROPERTY IF NOT WHO OWNS THE PROPERTY? Yes, city-owned

WHAT IS THE RATIONALE FOR SELECTING THIS/THESE LOCATION(S)? Easily accessible; many have meaning for Rotarians; all are an opportunity to view the uniqueness of Homer

ARE YOU AWARE OF ANY PERMITS OR PERMISSIONS THAT MAY BE REQUIRED? No

TECHNICAL SPECIFICATIONS

DESCRIBE HOW THE PIECE IS CONSTRUCTED OR MADE. PLEASE INCLUDE ANY DOCUMENTATION AT THE END OF THIS APPLICATION. Working with Matt Steffy to make sure we meet all city guidelines

HOW IS THE PIECE TO BE PROPERLY INSTALLED? Under the direction of the city with Rotary volunteers

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

WHO WILL BE INSTALLING THE PIECE? Rotary volunteers under the direction of the city

WHAT IS THE EXPECTED LIFETIME AND STAYING POWER OF THE MATERIALS USED IN CREATING THE PIECE? _____
20+ years

WHAT MAINTENANCE IS REQUIRED AND HOW OFTEN? _____
There would be some landscaping maintenance at WKFL and Bishops Beach; none should be required at the other locations

PLEASE IDENTIFY ANY SPECIFIC MAINTENANCE PROCEDURES AND OR EQUIPMENT AND THE ASSOCIATED COSTS: _____
Weeding flower beds. Rotary would pick up the costs or do the work

WHAT PRECAUTIONS HAVE BEEN TAKEN TO GUARD AGAINST VANDALISM IF ANY? Working with the city

WHAT STEPS HAVE BEEN TAKEN TO ASSURE THIS PIECE WILL NOT PRESENT A SAFETY HAZARD? _____
Working with the city

BUDGET

PROJECT MANAGEMENT FEES	\$ _____	INSURANCE	\$ _____
ARTIST'S FEES	\$ _____	UTILITY HOOKUP	\$ _____
PURCHASE PRICE PERMITS	\$ _____	DELIVERY	\$ _____
STRUCTURAL	\$ _____	INSTALLATION	\$ _____
ENGINEERING SITE	\$ _____	SIGNAGE	\$ _____
PREPARATION OTHER	\$ _____	RECOGNITION	\$ _____
COSTS NOT LISTED	\$ _____	DESCRIPTION	_____

DATE PIECE WAS LAST APPRAISED? _____

WHAT IS THE VALUE OF THE PIECE OR ESTIMATED MARKET VALUE IF NO APPRAISAL WAS DONE? _____

TIMELINE

WHAT IS THE TIMELINE FOR THE COMPLETION OR INSTALLATION OF THE PIECE? IDENTIFY THE DIFFERENT STAGES AND DATE GOALS TO PREPARE THE PIECE FOR DONATION _____
We hope to have the benches installed by spring/summer 2021

RESTRICTIONS

ARE THERE ANY KNOWN COVENANTS, REQUIREMENTS OR RESTRICTIONS THAT COME WITH THE PIECE? _____
No

WHAT EXPAECTATIONS DO YOU HAVE FOR THE CITY OF HOMER IN ACCEPTING THIS ARTWORK? _____
Just to work with us

COMMUNITY INVOLVEMENT

WAS THERE ANY COMMUNITY OR USER INVOLVEMENT IN SELECTING THE RECOMMENDED LOCATION? _____
Gary's family was involved, as well as members of the Rotary club

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

APPLICANT MUST SUBMIT THE FOLLOWING SUPPORTING DOCUMENTATION WITH THIS APPLICATION.

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

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

_____ THREE TO FIVE CLEAR IMAGES OF THE PROPOSED ARTWORK

_____ SCALE DRAWING/MODEL OF THE PROPOSED ARTWORK

_____ IF YOU HAVE A SITE(S) IN MIND PLEASE INCLUDE PHOTO AND DESCRIPTION OF THE SITE(S) AND A SCALED
DRAWING OF THE PROPOSED ARTWORK IN THE RECOMMENDED LOCATION.

_____ A COPY OF A FORMAL APPRAISAL IF AVAILABLE

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

APPLICATIONS ARE TO BE SUBMITTED TO:

THE CITY OF HOMER

CITY CLERKS OFFICE

491 E. PIONEER AVENUE

HOMER, AK 99603

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

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



wording to be determined.
All benches would have a
Rotary logo.

Bench locations suggested by Rotary for donation

Proposed location for a Rotarian Memorial Bench at bishops Beach Park. Installation would be continuous with the paved parking lot to provide access.



Proposed location for a Rotarian Bench at Fishing Hole Campground. Bench would be continuous with the paved area of the Water Trail Pavilion to provide access. It would look out over the Nick Dudiak Fishing Lagoon.





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Memorandum

TO: ADVISORY BODIES
FROM: MELISSA JACOBSEN, MMC, CITY CLERK
DATE: OCTOBER 21, 2020
SUBJECT: MEETING SCHEDULE FOR 2021

Please review the draft resolution that establishes your meetings for 2021 and make any changes by way of motion.

Requests for meeting schedule changes will then go to City Council, who will be setting the 2021 meeting schedule for Council and Advisory Bodies via resolution no later than their December 14, 2020 meeting.

Recommendation

Review the attached draft resolution; make a motion to approve the resolution either as-is or with amendments and recommend adoption by City Council.

**CITY OF HOMER
HOMER, ALASKA**

City Clerk

RESOLUTION 20-0XX

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, ESTABLISHING THE 2021 REGULAR MEETING SCHEDULE FOR CITY COUNCIL, ECONOMIC DEVELOPMENT ADVISORY COMMISSION, LIBRARY ADVISORY BOARD, PARKS ART RECREATION AND CULTURE ADVISORY COMMISSION, PLANNING COMMISSION, PORT AND HARBOR ADVISORY COMMISSION, AND AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE COMMITTEE.

WHEREAS, Pursuant to Homer City Code (HCC) Section 1.14.020, the City Council annually sets the schedule for regular and some special meetings, noting the dates, times and places of the City Council, Planning Commission, Advisory Commissions and Boards, and Standing Committee meetings; and

WHEREAS, The public is informed of such meetings through notices located at the City Clerk's Office, Clerk's Calendar on KBBI, the City Clerk's Website, and postings at the Public Library; and

WHEREAS, HCC 1.14.020 - 040 states that meetings may be advertised in a local paper of general circulation at least three days before the date of the meeting and that special meetings should be advertised in the same manner or may be broadcast by local radio at least twice a day for three consecutive days or two consecutive days before the day of the meeting plus the day of the meeting; and

WHEREAS, HCC 1.14.010 notes that the notice of meetings applies to the City Council and all commissions, boards, committees, subcommittees, task forces and any sub-unit of the foregoing public bodies of the City, whether meeting in a formal or informal meeting; that the failure to give the notice provided for under this chapter does not invalidate or otherwise affect any action or decision of a public body of the City; however, this sentence does not change the consequences of failing to give the minimum notice required under State Statute; that notice will ordinarily be given by the City Clerk; and that the presiding officer or the person or persons calling a meeting are responsible for notifying the City Clerk of meetings in sufficient time for the Clerk to publish notice in a newspaper of general circulation in the City; and

WHEREAS, This Resolution does not preclude additional meetings such as emergency meetings, special meetings, worksessions, and the like; and

WHEREAS, Council adopted Resolution 06-144 on October 9, 2006 establishing the Regular Meeting site for all bodies to be the City Hall Cowles Council Chambers.

NOW, THEREFORE, BE IT RESOLVED by the Homer City Council, that the 2021 meeting schedule is established for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks Art Recreation and Culture Advisory Commission, Planning Commission, Port and Harbor Advisory Commission, and the American with Disabilities Act (ADA) Compliance Committee of the City of Homer, Alaska, as follows:

HOLIDAYS – City Offices closed:

January 1, New Year's Day, Friday	February 15, Presidents' Day, third Monday	March 29, Seward's Day, last Monday	May 31, Memorial Day, last Monday	July 4*, Independence Day, Monday	September 6, Labor Day, first Monday
October 18, Alaska Day, Monday	November 11, Veterans Day, Thursday	November 25 Thanksgiving Day, Thursday	November 26, Friday, the day after Thanksgiving	December 25, Christmas, Friday*	

*If on a Sunday, the following Monday is observed as the legal holiday; if on a Saturday, the preceding Friday is observed as the legal holiday pursuant to the City of Homer Personnel Rules and Regulations.

CITY COUNCIL (CC)

January 11, 25	February 8, 22	March 8, 22	April 12, 26	May 10, 25*	June 14, 28
July 26**	August 9, 23	September 13, 27	October 5 Election	October 11, 25 Oath of Office October 11	Canvass Board October 8
November 2 Runoff Election	November 22**	December 13***	December 20*** if needed		

*Tuesday meeting due to Memorial Day.

**There will be no First Regular Meeting in July or November.

*** The City Council traditionally cancels the last regular meeting in December and holds the first regular meeting and one to two Special Meetings as needed; the second Special Meeting the third week of December will not be held.

City Council's Regular Committee of the Whole Meetings at 5:00 p.m. to no later than 5:50 p.m. prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 p.m. Council will not conduct a First Regular Meeting in July or November.

ECONOMIC DEVELOPMENT ADVISORY COMMISSION (EDC)

January 12	February 9	March 9	April 13	May 10	June 8
July 13	August 10	September 7	October 12	November 9	December 14

Economic Development Advisory Commission Regular Meetings are held on the second Tuesday of each month at 6:00 p.m.

LIBRARY ADVISORY BOARD (LAB)

February 2	March 2	April 6	May 4	August 3
September 7	October 5	November 2	December 7	

Library Advisory Board Regular Meetings are held on the first Tuesday of the following months: February, March, April, May, August, September, October, November, and December at 5:30 p.m.

PARKS ART RECREATION AND CULTURE ADVISORY COMMISSION (PARCAC)

February 18	March 18	April 15	May 20	June 17
August 19	September 16	October 21	November 18	

Parks Art Recreation and Culture Advisory Commission Regular Meetings are held on the third Thursday February through June and August through November at 5:30 p.m.

PLANNING COMMISSION (PC)

January 6, 20	February 3, 17	March 3, 17	April 7, 21	May 5, 19	June 2, 16
July 21*	August 4, 18	September 1, 15	October 6, 20	November 3*	December 1*

*There will be no First Regular Meeting in July or Second Regular Meetings in November and December.

Planning Commission Regular Meetings are held on the first and third Wednesday of each month at 6:30 p.m.

PORT AND HARBOR ADVISORY COMMISSION (PHC)

January 27	February 24	March 24	April 28	May 26	June 23
July 28	August 25	September 22	October 27	December 22	

Port and Harbor Advisory Commission Regular Meetings are held on the fourth Wednesday of the following months: January, February, March, April, September, October, and December at 5:00 p.m.; and May, June, July, and August at 6:00 p.m.

AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE COMMITTEE (ADA)

January 22	February 26	March 25	April 22	May 27	June 24
July 22	August 26	September 23	October 28	December 9	

The Americans with Disabilities Act (ADA) Compliance Committee are held on the second Thursday in the months of April, May, June, July, October, November, and may call additional meetings as needed.

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

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Impact: Advertizing of meetings in regular weekly meeting ad and advertising of any additional meetings.



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Memorandum

TO: PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION
FROM: RENEE KRAUSE, MMC, DEPUTY CITY CLERK
DATE: NOVEMBER 9, 2020
SUBJECT: ESTABLISHING AN ENDOWMENT FUND FOR PARKS AND RECREATION

The idea to establish an endowment fund was brought forward by Parks Maintenance Coordinator Steffy.

In 2019 the Library Advisory Board conducted several meetings and Library Director Berry with the assistance of the LAB Chair and another Board member did exhaustive research on the establishing of an endowment fund. I have included several items from their meetings that documents their work in establishing the endowment fund for the Library.

The Library Advisory Board is currently working on a Planned Giving Program which is something else that this Commission could consider doing in promoting the city's parks, trails and recreational opportunities that abound. This can also be a way to fund the construction of a new recreational facility for the city.

Recommendation

Commission have a discussion and make a motion to request staff to bring back additional information and draft proposal specific to a parks and recreation endowment fund for Commission review at the February meeting.

Chapter 3.10

INVESTMENT AND COLLATERALIZATION OF PUBLIC FUNDS

Sections:

- [3.10.010](#) Scope.
- [3.10.015](#) Objectives.
- [3.10.020](#) Delegation of authority.
- [3.10.030](#) Prudence.
- [3.10.040](#) Authorized investments.
- [3.10.050](#) Placement of City investments.
- [3.10.060](#) Diversification.
- [3.10.070](#) Collateralization.
- [3.10.080](#) Safekeeping.
- [3.10.090](#) Agreements.
- [3.10.100](#) Internal controls.
- [3.10.110](#) Reporting.
- [3.10.120](#) Definitions.
- [3.10.130](#) *Repealed.*

3.10.010 Scope.

This chapter applies to the investment of all City monies, unless otherwise provided expressly by ordinance. [Ord. [93-14](#) § 3, 1993].

3.10.015 Objectives.

The City investment portfolio shall be managed so that the portfolio, as a whole, meets the objectives set forth below. All persons selecting investments for City monies shall adhere to these objectives, which are listed in order of relative importance.

- a. Safety of principal;
- b. Maintain sufficient liquidity to meet the City's cash flow requirements; and
- c. Achieving a reasonable market rate or return.

Notwithstanding the above objectives, no person shall invest City monies in a manner which violates any provision of this chapter or the administrative procedures established hereunder. [Ord. [93-14](#) § 3, 1993].

3.10.020 Delegation of authority.

Management responsibility for the investment program is hereby delegated to the Finance Director/Treasurer who shall establish written procedures for the operation of the investment program, consistent with this investment policy. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Finance Director/Treasurer. The Finance Director/Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinates. [Ord. [93-14](#) § 3, 1993].

3.10.030 Prudence.

All persons having responsibility for making decisions regarding the investment of City monies shall utilize the same judgment and care, under the circumstances then prevailing, that an institutional investor would use in the conduct of an enterprise of a like character and with like aims, not for speculation but for investment, considering the probable safety of capital as well as the probable income to be derived in accordance with the stated objectives. [Ord. [93-14](#) § 3, 1993].

3.10.040 Authorized investments.

a. City monies shall be invested only in the following instruments. All securities purchased by the City, and all other City investments, must mature not later than the time indicated below, measured from the date of the City's investment transaction:

1. U.S. Treasury securities – five years;
2. Other obligations by the U.S. Government, its agencies and instrumentalities – five years;
3. Repurchase agreements of acceptable securities listed in subsections (a)(1) and (2) of this section which meet a margin requirement of 102 percent; provided, however, the maturity limitations specified in those subsections do not apply if the securities in the repurchase agreement are marked to market daily;
4. Units of the Alaska Municipal League Investment Pool in accordance with an executed common investment agreement and in conformance with AS [37.23.010](#) through [37.23.900](#);
5. Certificates of deposit and other deposits at banks and savings and loan associations collateralized as provided in HCC [3.10.070](#) – five years;
6. Uncollateralized deposits at banks and savings and loan associations, to the extent that the deposits are insured by the Federal Deposit Insurance Corporation (FDIC) or the Federal Savings and Loan Insurance Corporation – five years;
7. Taxable bonds or notes which are issued by any state or political subdivision thereof, and which are graded AA or higher by Moody's Investor's Service, Inc., or Standard and Poor's Corporation – five years;
8. Commercial paper graded A1 or higher by Moody's Investor's Service, Inc., or P1 or higher by Standard and Poor's Corporation – 270 days;
9. Bankers' acceptances offered by banks rated at least "AA" by Moody's or Standard and Poor's;
10. Money market mutual funds whose portfolios consist entirely of instruments specified in subsections (a)(1), (2) and (3) of this section – with net asset value of \$1.00.

b. No person shall invest any City monies in any instrument which is not listed in subsection (a) of this section. This prohibition includes, but is not limited to, investment of City monies in any mutual fund (except as otherwise provided in subsection (a)(10) of this section), common or preferred stock, precious metals, zero coupon bonds, corporate bonds, option contract or futures contract.

c. This chapter represents the maximum amount of authority and discretion which the Finance Director/Treasurer may utilize in investing City monies. Nothing in this chapter shall be construed, however, to prohibit the Finance Director/Treasurer from adopting standards, rules, policies and procedures which are more restrictive than those contained in this chapter. The enumeration in this chapter of instruments which are authorized for City investments shall not be construed as requiring the Finance Director/Treasurer to invest in

all or any particular instrument contained in said list at any given time. The Finance Director/Treasurer may invest in some or all of said instruments as deemed appropriate. Similarly, the enumeration of instruments which are acceptable as collateral for City investments shall not be construed as requiring the Finance Director/Treasurer to accept all or any particular instrument contained in said list at any given time. The Finance Director/Treasurer may accept some of said instruments, and reject others. [Ord. [18-01](#) § 1, 2018; Ord. [93-14](#) § 3, 1993].

3.10.050 Placement of City investments.

a. Because of rapid fluctuations of interest rates and the brief period of availability of some securities, bids may be solicited, received, and accepted, either orally or in writing. Solicitation, receipt, and acceptance of bids by telephone is authorized. In order for a bid to be responsive, it must meet all the specifications and requirements of the bid solicitation. The Finance Director/Treasurer shall not consider nonresponsive bids.

b. The Finance Director/Treasurer shall award a bid to the financial institution whose bid best fulfills the investment objectives contained in HCC [3.10.015](#), considering the City investment portfolio as a whole.

c. All securities transferred to or from the City, except securities transferred as collateral, shall be transferred using the delivery versus payment method. Securities transferred as collateral shall be actually received by the custodial bank designated by the Finance Director/Treasurer who may require financial institutions to deliver collateral to a custodial bank prior to bidding on City investments. [Ord. [93-14](#) § 3, 1993].

3.10.060 Diversification.

City investments shall be diversified to minimize the risk of loss resulting from overconcentration of investments in a specific maturity, a specific issuer, a specific class of security or a specific financial institution. Investments will be diversified to maintain a degree of liquidity. The Finance Director/Treasurer shall adopt administrative procedures to implement this section. [Ord. [93-14](#) § 3, 1993].

3.10.070 Collateralization.

a. If City monies are invested in certificates of deposit or other deposits, the entire amount of principal and interest which will be payable to the City upon maturity of the investment must be collateralized by a combination of the following securities, at the following margin requirements and maturities:

COLLATERAL TYPE		MARGIN REQUIREMENT
1.	U.S. Treasury securities with a maturity date 5 years or less from the date of the City's investment transaction.	102%
2.	Actively traded U.S. Government agency or instrumentality securities, except mortgage pass-through securities with a:	
a.	Maturity date 1 year or less from the date of the City's investment transaction.	103%
b.	Maturity date between 1 and 5 years from the date of the City's investment transaction.	107%
3.	Government National Mortgage Association mortgage pass-through securities.	120%

COLLATERAL TYPE	MARGIN REQUIREMENT
4. Obligations of the State of Alaska and its political subdivisions secured by the full faith, credit and taxing power thereof:	
a. Maturity date 1 year or less from the date of the City's investment transaction.	102%
b. Maturity date between 1 and 5 years from the date of the City's investment transaction.	107%
5. FDIC and FSLIC insurance.	100%
6. Securities underlying units in the Alaska Municipal Investment Pool.	

b. A financial institution shall not release, assign, sell, mortgage, lease, transfer, pledge or grant a security interest in, encumber, substitute or otherwise dispose of or abandon all or any part of pledged collateral without prior written authorization of the City. [Ord. [93-14](#) § 3, 1993].

3.10.080 Safekeeping.

Procedures and criteria for selection of a custodial or safekeeping institution shall be established under HCC [3.10.020](#). Selection of an institution shall be in accordance with those procedures and the City purchasing code. The Finance Director/Treasurer shall enter into agreements with one or more financial institutions to provide custodial and safekeeping services for City investments. All investments purchased by the City and all securities used as collateral for certificates of deposit, or other deposits, shall be either held directly by the City, or held by a third party custodial bank as agent for the City. Collateral for overnight repurchase agreements shall be pledged to the City but may be held by the financial institution. [Ord. [93-14](#) § 3, 1993].

3.10.090 Agreements.

Security agreements instituting this policy will be entered into prior to the purchase of a certificate of deposit or repurchase agreements. [Ord. [93-14](#) § 3, 1993].

3.10.100 Internal controls.

The Finance Director/Treasurer shall establish a system in internal controls, which shall be documented in writing. The City's external auditor shall review and evaluate, at least annually, the system of internal controls to ensure that they are adequate for the purposes stated in this section. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees or officers. [Ord. [93-14](#) § 3, 1993].

3.10.110 Reporting.

The Finance Director/Treasurer shall submit quarterly to the City Manager an investment report that summarizes the portfolio in terms of investment securities, maturities, risk categories, returns and other features. The City Manager shall present this report to the City Council in its entirety. [Ord. [93-14](#) § 3, 1993].

3.10.120 Definitions.

As used in this chapter, the following definitions apply:

"Actively traded" means a security which is frequently bought or sold on a nationally recognized market.

“Bankers’ acceptances” means an order to pay a certain amount of money on a certain date and bearing an unconditional promise of a bank to pay the draft at maturity. Bankers’ acceptances are secured by the creditworthiness of the bank and a U.S. corporation as well as goods underlying the transaction.

“Commercial paper” means an unsecured promissory note of a corporation backed by a line of credit with a bank, issued for a specific amount and maturing on a specific day.

“Delivery versus payment” means that a security will be delivered to safekeeping before cash is paid for the security.

“Financial institution” means a bank, savings and loan association, or securities dealer.

“Margin requirement” means the amount by which the market value of the securities collateralizing a transaction exceeds the amount lent.

“Marked to market” means to value a security at its current sales price.

“Money market mutual funds” means a mutual fund which maintains a constant share price regardless of market fluctuations and which has an average maturity for its entire portfolio of one year or less.

“Net asset value” means the invested fund’s value remains the same. Any value above that is treated as income, i.e., invest \$1.00 today and withdraw \$1.00 tomorrow plus interest earned.

“Pledged” means specific securities set aside as collateral which are identified to a specific account.

“Repurchase agreements” means short-term transactions consisting of the purchase of a security with the promise to return it at a later date.

“U.S. Government agency or instrumentality securities” means obligations of the U.S. Government issued on behalf of U.S. Government departments through the Federal Financing Bank and securities issued by U.S. Government-sponsored enterprises or quasi-public corporations.

“U.S. Treasury securities” means a security that is backed by the full faith and credit of the U.S. Government. [Ord. [93-14](#) § 3, 1993].

3.10.130 Governance of Homer permanent fund assets.

Repealed by Ord. [18-01](#). [Ord. [15-43\(S\)](#) § 1, 2016; Ord. [13-25](#) § 1, 2013; Ord. [05-14\(S\)](#) § 2, 2006].

**The Homer City Code is current through Ordinance 19-52,
passed October 28, 2019.**

Disclaimer: The City Clerk’s Office has the official version of the Homer City Code. Users should contact the City Clerk’s Office for ordinances passed subsequent to the ordinance cited above.



Building Community TOGETHER

2019
Annual Report

The **HOMER**
FOUNDATION

The HOMER FOUNDATION

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Our mission is to enhance the quality of life for the citizens of the greater Homer area by promoting philanthropic and charitable activities.

Building Community Together

When our new executive director, Mike Miller, shared with me the theme of our annual report, I cheered. For the past two years, the Homer Foundation has prepared for this moment: The time is right for us to build community together.

So much has happened since our long-time executive director, Joy Steward, announced her impending retirement. Joy, you see, was determined to make a graceful exit. To her, that meant every detail of the succession would be thoughtfully planned and executed. It meant that there would never be an interruption to our daily work of community philanthropy. Joy saw this transition as an opportunity – a chance to examine and strengthen our internal structures today in order to be better positioned to meet our community's needs tomorrow.

For the past two years, Joy and the board focused on these internal structures. We reassessed and reinforced

our investment strategies, added a much-needed staff position, developed new strategic plans and goals, revised our bylaws and policies, welcomed highly qualified new board members, and secured generous donations. We carefully and thoughtfully strengthened the groundwork of our foundation.

In July, we welcomed our new executive director, Mike Miller, and acknowledged Joy's retirement at our annual picnic. Her legacy is a gift to us all – a vibrant and sustainable foundation poised to soar into the future.

And so, the future begins here, connecting and creating community. This is the work that inspires Mike, Lauren, and our board. I invite you to join us.

Bonnie S. Jason
BOARD CHAIR





Building Community Together

Community:

[1] a group of people living in the same place or having a particular characteristic in common.

[2] a feeling of fellowship with others, as a result of sharing common attitudes, interests, and goals.

From the Executive Director

Anthropologists tell us a sense of community is important to establish harmony in society. The division of work, feeling of association, togetherness, and cooperation - all these help establish a healthy atmosphere. In a community, people live by associating with one another. The need for association is a common human feeling. It helps in establishing peace and harmony within a community. Without a feeling of association, there can be chaos in the society or community. Through our actions towards each other, we make our lives vibrant and full.

For more than 28 years, the Homer Foundation has represented what is best in Homer: local people insuring that social service, arts and the environment receive support as integral parts of our community. The Foundation is also the largest local grantor of scholarships in the lower Kenai Peninsula.

At the Homer Foundation, we link generosity with *community* need. To date, we have distributed over \$3.2M in grants and scholarships. We are a *community* foundation. Volunteer board and committee members working together to support local non-profits to meet the needs of those around us. We rely on and provide a way for our generous neighbors to create a legacy for Homer through their wise giving.

As you will read in the Investment Committee report, we are in good financial health. Our investments are managed by Vanguard securities and our funds grew at a comfortable 6.53% last fiscal year. We returned

four percent locally and 2.53% was reinvested to grow our funds. That's healthy.

From all funding sources (donations and investments) last year we distributed \$176,000 in grants and scholarships. We know that represents a small portion of what is needed. We have a strategic goal to reach \$20M committed funds by 2028. A fund of that size will generate \$800,000 in grants annually into the Homer area. How will we do that? We're going to broaden our reach, grow existing funds, welcome new funds and convene within the community to determine where unmet needs exist.

You are the key to community success. As a public foundation, we couldn't do what we do without you. On behalf of the staff and Board of Trustees I want to say thank you to all the donors and volunteers we rely on for support. Whether your gift is large or small you are helping create community and provide a legacy for Homer area's future.

Mike Miller
EXECUTIVE DIRECTOR

Board of Trustees

New Board Members



Steve Albert
Treasurer



Matt Clarke
Trustee



Liz Downing
*Development
Committee Chair*



Bonnie Jason
*Chairman of the Board,
Y.A.C. Advisor*



Paul Seaton
New Member Trustee

Paul has returned to Homer after serving 16 years in the Alaska State House of Representatives. He and his wife Tina are long-time Homer residents who are actively involved in philanthropy within the Homer area and are excited to be here year-round to contribute in a more local capacity. Paul owns a fishing tender, the Totem, that runs in Cook Inlet, and Prince William Sound and always has projects on the boat or at home in the garden to keep him busy.



Van Hawkins
Trustee



Tom Kizzia
Incoming Secretary



Flo Larson
*Leadership Development
Committee Chair*



Phil Morris
Investment Committee Chair



John Mouw
Trustee



Denise Pitzman
*Distributions
Committee Chair*



Chris Robinson
Trustee



Terri Spigelmyer
*Vice Chair & Policy
Committee Chair*



Paula Martin
New Member Trustee

Paula is our newest member, joining in May of 2019. Paula lived in Homer since 2007, during which time she was working at various universities as faculty or administrator. Her husband works in Homer, and they plan on living here far into the future. She has also started a consulting company that serves the non-profits in the greater Homer area. Paula has a love for science education, aquatic insects, fly fishing, and travel.



Carol Swartz
Outgoing Vice Chair



Lindsay Wolter
Outgoing Secretary

Staff



Joy Steward
*Outgoing Executive
Director*



Mike Miller
*Incoming Executive
Director*



Lauren
Executive A



Jane Miles
Volunteer Staff



Julia Clymer
Accountant

How can you help make this dream a reality?

- ❖ Make a donation today - whatever you can give.
- ❖ Commit to making that a monthly donation.
- ❖ Increase your annual gift.
- ❖ Donate as a business partner.
- ❖ Talk to your family about naming the foundation as a beneficiary through revocable planned giving and join our Legacy Society.
- ❖ Talk to your friends about why you give and encourage them to do the same.
- ❖ Ask your employer to become a business partner.
- ❖ Encourage those in your organization, church, or informal group to adopt the Foundation for their fundraising efforts.
- ❖ Volunteer to help with events, sit on a committee, or ask to be placed on our list for a future opening on our Board of Trustees.

This has been an incredibly exciting year for the development committee. We saw a large increase of community donations to the Foundation. We have engaged in strategic planning and studied ways to best serve the mission of the foundation. We have implemented new approaches and have a solid list of ideas for the future.

Can you imagine our community nonprofits with a sustainable source of funds that helps them to focus more on meeting their mission and less on fundraising?

With your help, we can make this happen. Last year our board set the goal of building our corpus up to \$20 million. As our corpus grows, we can invest hundreds of thousands of dollars a year into building and sustaining our quality of life without being dependent on factors outside our home. And as we build a healthier community, there is a multiplying factor that reaches beyond each individual to families and neighbors and to our children and future generations.

The faster our investment corpus grows, the sooner we can collectively make a difference. But twenty million dollars - are we dreaming? It is more practical than you might think. If we work together as partners, we can make this happen.

How are we doing so far?

We have over \$2.5 million in our corpus which is managed by Vanguard. This is spread over our interest area and donor advised funds. Additionally, more than \$5 million in future gifts has been designated through planned giving.

Did you know that you become a member of our Legacy Society when you designate a gift in your will to the foundation?

What a great way to create your legacy. And don't worry, if circumstances change you can always change your gift. Talk to us about how to get started.

What I love about the Homer Foundation?

I love that I can give to potentially all of the good causes served by our nonprofits while knowing that grant requests are carefully reviewed so funds go where they do the most good.

We know that you show your love for our community in many ways. We had a big increase in donations to our unrestricted and operational funds. We also had many fundholders who made significant contributions to their own funds. New volunteers helped work with our committee work.

Please know how grateful we are when you show that love through your generosity and commitment to the mission of the Homer Foundation. Your gift today helps keep us going. Your gift for the future is your legacy to our wonderful home.

With heartfelt thanks,

Liz Downing AND THE DEVELOPMENT COMMITTEE

Building Community Assets For Today, Tomorrow, Forever


The strength behind community foundations is the ability for individuals to come together and build permanent philanthropic assets for their community, and then use those assets to address needs and support causes they care about. The Homer Foundation provides a simple, powerful, and highly personal approach to giving. You are the most important part of this process.


CONNECT WITH US


Contact us to find out how we can help you achieve your philanthropic goals.


 907.235.0541

 Find us on Facebook

 3733 Ben Walters Lane
Homer, AK
*lower level of the Kachemak Bay
Title Building*

 Find us on Instagram

 info@homerfoundation.org


 www.homerfoundation.org


[Subscribe](#) to our e-newsletter


Ways of Giving

Our donors have found many creative ways to make a tax-deductible donation to support their community. Here are just a few!


 Add the Homer Foundation to your estate planning

 Make the Homer Foundation a beneficiary of a retirement account


 Make the Homer Foundation a beneficiary of a life insurance policy


 Donate cash


 Donate stocks and securities;

 Donate through corporate employee matching funds


 Donate a property;


 Donate a home

 Donate a car

 Donate art work


 Donate Food for our events

 Donate your time through joining one of our committees

 Choose the Homer Foundation through PICK.CLICK.GIVE., the PFD Charitable Check-off

 You shop. Amazon gives.

Choose the Homer Foundation when shopping online at Amazon Smile
www.smile.amazon.com/ch/92-0139183

 Choose the Homer Foundation when shopping online at eBay


www.paypal.com/givingfund/donors

We have several ways for donors to meet their philanthropic goals. You choose where to designate your gift:

❖ **Unrestricted Fund**,
use my gift where it will have the greatest impact

Areas of Interest

❖ Animal Care

❖ Arts, Culture, and Music

❖ Community

❖ Community Service

❖ Education

❖ Environment and Conservation

❖ Health and Social Services

❖ Operations

❖ Sports and Recreation

❖ Youth Programs

❖ Any of our permanent Funds.

Go to www.homerfoundation.org/family-of-funds/. To find a complete list of funds

You can't eat the scenery

Homer Foundation provides sustainability to local organizations. As Will said, “We are a beautiful, high-energy community, but you cannot eat the scenery. The Homer Foundation is a way to build community. A local community foundation is something to be proud of, and an investment in ourselves. Just as everybody at times needs that lift from somebody else, so do organizations.”

Marthaellen and Will are long time Alaskans. Her parents and brothers homesteaded in the Kenai area. Will's parents were missionaries in the Interior and Southeast. Marthaellen graduated from Seldovia High School, determined to return to Homer someday. Marthaellen taught preschool and yoga for years. Will retired as an educator and tech consultant and now devotes his time to non-profit support.

As both current donors and Legacy Society members, they understand how their gift builds community. They started giving when they saw a need for long term funding for a local agency and agency fund holder, the Center for Alaskan Coastal Studies. The funding from the Homer Foundation makes steady, reliable healthy progress possible for local nonprofits. That stable funding helps through the lean times so that nonprofits can grow and enjoy long-term health.

Marthaellen & Will are thankful for the Homer Foundation and the people who contribute, both in dollars and time and energy.

Will Files and Marthaellen Anderson



Will Files and Marthaellen Anderson



Independent Living Center, TRAILS Program

Leave a Legacy

Celebrating Generosity, Securing the Community's Future

The Homer Foundation is proudly growing our Legacy Society. Any individual who has made a commitment to the community's future through a planned gift or bequest is invited to join the Homer Foundation's Legacy Society.

We recognize the following individuals as leaders of the Legacy Society, and thank them for their vision and generosity. If you have arranged for a future gift to the community through the Homer Foundation we would like to shine a light on your generosity and include you as a Legacy Society member.

HOMER FOUNDATION LEGACY SOCIETY

Anonymous	Kim Fine	Jenny Stroyeck
Philemon Morris	Max Mitchell	Michael Armstrong
Tom Kizzia	Peggy Price	Randy Wiest
Joy Steward	Kathy Franz	Daniel Perry
Stuart Schmutzler	The Clyfus Family	Martha Briscoe
Janet Fink	Flo Larson	Richard Burton
Ken Castner	Terri Spigelmyer	Marylou Burton
Nancy Lord	Lisa Climo	Donna Rae Faulkner
Bill Fry	Michael Mungoven	Don McNamara
Dorothy Fry	John Mouw	Kathy Herrnsteen
Joyce Robinette	Rika Mouw	Roger Herrnsteen
Will Files	Denise Pitzman	Kathryn Thompson
Marthaellen Anderson	Gordon Pitzman	Christa Collier
Kathy Hill	Robert Purcell	
	Melon Purcell	
Janet M. Knutson	Paul Seaton	
Edward W. Hutchinson	Tina Seaton	

A bequest to the Homer Foundation is simple to include in your will, and we can provide sample language for you and your legal counsel. You can integrate charitable giving into your financial planning by checking with your financial advisor for more information and ideas.

Please consider adding your name to this list of generous visionaries by leaving a legacy to your community through your estate plan and joining the Homer Foundation's Legacy Society. Your gift can be a catalyst for change and an inspiration to others. Contact the Homer Foundation to become a Legacy Society member today.

Year in Review

\$176,932
Distributed in Awards

68
Grants Awarded

24 *Scholarships Awarded*

Total Donors **212**

14 *Donor Advised Funds*

Field of Interest Funds **30**

13 *Agency Endowment Funds*

nonprofits supported through grants **38**



2019 Financial Summary unaudited

KPBSD, Project GRAD

The Homer Foundation's Investments are managed by the Vanguard Group. The investment manager works closely with the Investment Committee, chaired by Phil Morris. The Homer Foundation has a full Financial Review conducted by an outside CPA firm. The Financial Review is available upon request, as is the IRS Form 990 (or 990T).

REVENUE AND SUPPORT

Contributions	\$607,864
Net Earned Income.....	\$64,250
Investment Gains (Losses).....	\$122,865
Distributable Investments Earnings.....	\$-71,862
Total Revenue and Support	\$723,116

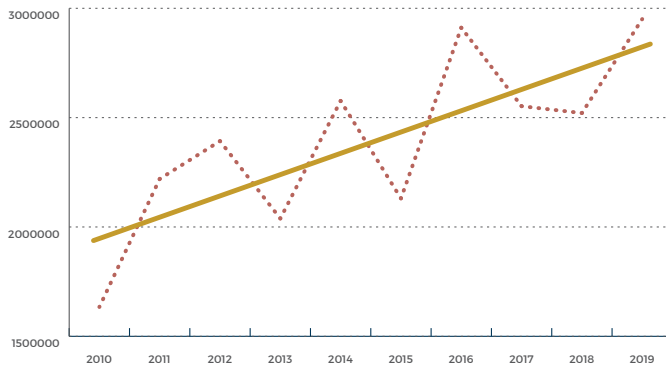
EXPENSES

Grants from Participating Funds	\$64,078
Grants from Restricted Funds	\$85,913
Other Distributions	\$26,942
Personnel.....	\$85,916
Operating & Program Expenses	\$53,038
Total Expenses	\$315,886

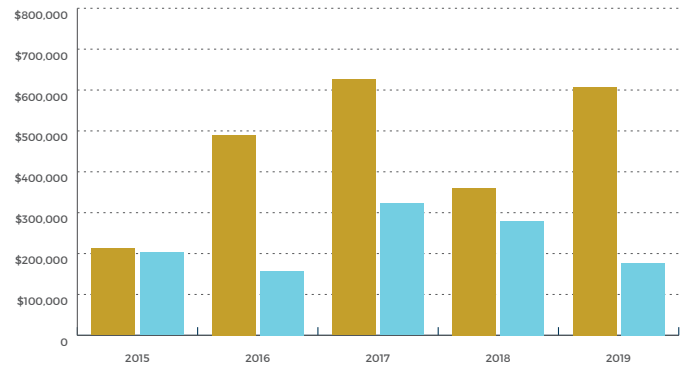
Total Donated Good and Services **\$19,080**

Financial Impact in Review

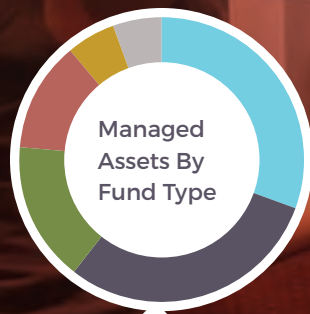
Assets Under Management
Includes all special projects



Contributions **Distributions**

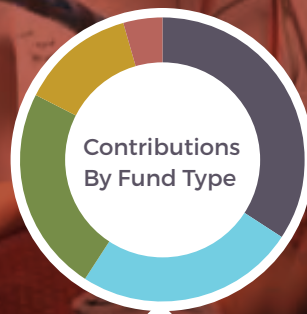


Pier One Theatre, Youth Summer Theatre



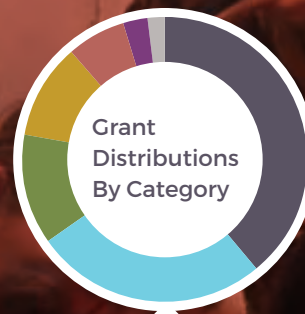
Total \$2,950,725

- Field of Interest \$902,365
- Donor Advised \$892,393
- Unrestricted \$465,056
- Agency Endowments \$369,706
- Restricted \$164,547
- Other \$156,658



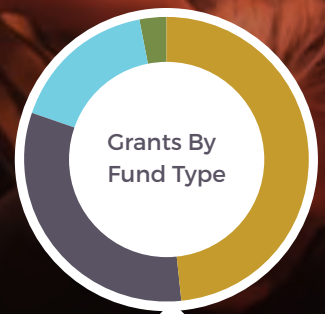
Total \$607,864

- Donor Advised \$208,921
- Field of Interest \$150,969
- Unrestricted/Admin \$142,346
- Special Projects and Other \$80,170
- Agency Endowments \$25,459



Total \$176,933

- Youth/Education \$69,181 (39%)
- General Operating Support \$46,732 (26%)
- Health & Social Services \$22,045 (12%)
- Other \$18,875 (11%)
- Arts & Culture \$11,850 (7%)
- Conservation/Environment \$5,250 (3%)
- Sports & Recreation \$3,000 (2%)



Total \$176,933

- Restricted \$85,913
- Donor Advised \$56,301
- Field of Interest \$29,534
- Unrestricted \$5184

The Homer Foundation is back on track with fiscal year 2019. Switching our investments to Vanguard for management means that our portfolio is now mainstream and showed an adjusted return for fiscal year 2019 of 6.53% after fees. We have declared distributions for fiscal year 2020 at 4% of the portfolio leaving 2.53% return to inflation to protect our funds.

Within the Vanguard mix we have approximately 35% in domestic equities, 30% in various Vanguard bond funds and 35% in foreign equities. As the markets go, so goes our portfolio. Historically, the markets have been positive the majority of the time. With the smoothing of our performance, our fund holders should be able to better project their returns on an annual basis and hopefully there will be enough growth left over for some protection against inflation.

Over the first 28 years of the Homer Foundation's existence, we have been innovative and have had numerous changes to our investment policies and procedures. We have always tried to adjust to the turbulent investment environment. Some years we have done extremely well and other years, not so much. At all times, your board has tried to adapt to changing conditions and to use the talents of the board members to good effect.

As many of the founding members have transitioned off the board, the make-up of the board has changed. In the past, we have always been able to adapt our policies, procedures, and talents to accommodate these changes in personnel. Relying on Vanguard for our investments should stabilize our returns in the future. We look forward to many years of progress as we focus on growing the funds through the newly inaugurated legacy society.

I, too, will be leaving the board this fall and am confident it will be in good hands for 2020 and beyond. I look forward to continuing to support the foundation in many ways and urge our readers to focus on ways to help us grow a legacy for the greater Homer Community.

Phil Morris

INVESTMENT COMMITTEE CHAIR



Homer Council on the Arts, Art Advocacy



Friends of Homer Public Library, Big Read author Roz Chast

2019 Fund Balances

Unrestricted Funds

Homer Foundation
Unrestricted Funds \$362,834

Julia Park Howard
Unrestricted Fund

Steve and Noko Yoshida Fund

Homer Foundation
Admin Fund..... \$14,159
Aquila Fund..... \$88,063

TOTAL \$465,056

Agency Endowment Funds

Alaska Marine Conservation
Council Fund \$7,997

Bunnell Street
Arts Center.....\$9,611

Center for Alaskan
Coastal Studies Fund\$63,867

Friends of the Homer
Public Library Fund..... \$85,442

Homer Animal
Friends Fund..... \$13,437

Homer Community
Food Pantry Fund \$19,006

Homer Council
on the Arts Fund \$8,843

Homer Mariner
Fastpitch Softball Fund .. \$18,782

Kachemak Bay Family
Planning Clinic Fund..... \$12,514

Kachemak Heritage
Land Trust Fund\$27,698

KBBI Public Radio
Endowment Fund.....\$34,579

Peter Larson Compassion
in Action Fund \$39,396

Pratt Museum Fund \$28,537

TOTAL \$369,707

Field of Interest

A Music Education
Fund in Memory
of Renda Horn\$31,833

Alice Witte Memorial
Scholarship Fund \$8,368

Ashley J. Logan Fund..... \$44,892

Bill & Liz Johnson
Teacher Education
Scholarship Fund \$17,497

Bluegrass Fund\$50,637

Brother Asaiah
Bates Fund \$9,091

Choices for Teens Fund... \$11,467

City of Homer Fund..... \$205,705

Constance M.
Benston Fund..... \$10,302

Diane Wambach
"Shoot for the Stars"
Scholarship Fund\$5,446

Drew Scalzi
Memorial Maritime
Scholarship Fund \$39,147

Educator's Professional
Development Fund \$15,803

Fish and Wildlife
Scholarship Fund \$31,937

Health Care Providers
Scholarship Fund \$2 8,265

Heather Pancratz
Memorial Fund \$12,230

Homer Community Science
Scholarship Fund \$16,947

Homer-Kachemak Bay
Rotary Club Fund \$18,980

Jessica M. Stevens
Memorial Fund \$11,773

Kachemak Bay Medical
Clinic Scholarship Fund... \$8,445

Kachemak City Fund.....\$9,240

Kevin Bell & Family
Hockey Fund..... \$7,371

Martha H.
Briscoe Fund..... \$110,714

Nikki Geragotelis
(Fry) Memorial
Scholarship Fund \$142,396

Ptarmigan Arts
Scholarship Fund \$22,581

Rotary Club of Homer
Downtown Fund \$7,139

Sheldon Youth to
Youth Fund..... \$7,230

Spay & Neuter Fund \$9,919

Thor's Scholarship \$7,012

TOTAL\$902,365

Donor Advised

Compass Rose Fund..... \$15,483

Cottonwood Fund.....\$45,267

Daisy Lee Bitter Marine &
Coastal Education Fund .. \$15,230

David and Mary
Schroer Fund \$316,563

Gooseberry Fund \$41,787

Homer Incentive Fund \$17,591



*Homer Council on the Arts,
New Old Time Chautauqua*

Jack and Mary
Lentfer Fund..... \$13,013

Jane Little Family
Endowment Fund \$31,642

JEMCO Fund \$27,734

Kathy and Roger
Herrnsteen Fund \$12,434

May Benson
Charitable Fund \$41,434

Tin Roof Fund \$141,128

Willow Fund \$60,899

TOTAL \$892,393

Other

Repair & Replacement
Fund/Kachemak City..... \$91,329

Restricted Funds \$164,547

Non Cash Liabilities \$(6,533)

Earnings Pending
Distribution \$71,862

TOTAL \$321,205

**Total Assets Under
Management \$2,950,725**

**Less Funds Held
for Others..... \$284,188**

Total Net Assets...\$2,666,537

Strengthening Community

Fish & Wildlife Scholarship Fund

This scholarship was created by one of our outstanding board members, Steve Albert, a resident of Homer who dedicated his life to fish and wildlife management for the State of Alaska. Prior to coming to Homer, he resided in Eagle River where he raised his family to love and appreciate the wonderful flora and fauna of Alaska. He began this scholarship fund to support students in pursuit of higher education in wildlife and/or fisheries biology or management, because there were no scholarships available to this field when he began his studies. The first award was granted this spring to a bright student from Homer High School. The Homer Foundation welcomes this new fund to our family and are proud to support this worthy endeavor!

Contributions to any of the existing funds managed by the Foundation are an excellent way to support your community. These donations support the sustainability and resiliency of our community through long-term philanthropy fostered by the Homer Foundation. Donations can be either with a gift today, through a bequest, or consider establishing your own fund to support your most cared about causes. Contact the Homer Foundation to learn more.

Photo Credit: Jon Sailer



Distributions Committee Report

YOU should have been there the day that the Distributions Committee granted \$1800 to Anchor Kings Wrestling! This Anchor Point wrestling club works with thirty to forty students and does so much more than provide gear, training and travel to competitions. They help create confident athletes who then go on to succeed in sports at the high school level where they will be more likely to stay in school. Oh wait, if you have given to the Homer Foundation, you actually were there that day in the form of your donation!

The Homer Foundation's tagline is "Connecting generosity to community need." The exact moment and place that connection happens is the Distributions Committee. I envision a spark each time a grant is funded!

As a donor, I am reassured by the grant process. Most on the committee are community members. Careful consideration is given to each grant on the basis of need, viability, budget, and past awards. And this is where the real magic happens! Every member of the committee has an equal voice at the table. The deliberations are intelligent and vibrant. I have never seen such a respectful discussion as with this group! In the end, we reach consensus on an award and I see another spark as a donor's generosity is again connected with community need. Rest assured that your donated dollars are distributed with careful consideration and due diligence!

The support of the youth wrestlers is just one example of grants awarded in the last year. You as a donor also supported the arts when Homer Council on the Arts, Bunnell Street Arts Center and Pier One all collaborated on the New Old Time Chautauqua Be Mary performances. You supported social services with a grant to Hospice of Homer for help with a bookkeeper's assessment. And you helped youth education by funding a grant to Project Grad's Achieving Wonder in Education. The list goes on!

With 106 grants amounting to more than \$170,000 awarded in the last fiscal year, I am happy to report that the community has come together in a big way to help meet community need through the Homer Foundation. And the Distributions Committee is here to help create that spark!

Denise Pitzman
DISTRIBUTIONS COMMITTEE CHAIR

2019

Scholarship Recipients

Alain and Daniel Rieser Scholarship

Brenna McCarron \$3,000

Homer Community Science Scholarship

Meadow Rhythm Beckett-Cook . \$500

Anna Brock..... \$750

Alison McCarron \$500

Luciano Fasulo \$750

The Nikki Geragotelis (Fry) Memorial Scholarship

Cora Parish..... \$2,500

Rylyn Todd..... \$2,500

Alice Witte Memorial Scholarship

Tonda Smude \$750

Ptarmigan Arts Visual Arts Scholarship

Anna Brock..... \$1,000

Bill & Liz Johnson Teacher Education Scholarship

Cora Parish..... \$1,000

Health Care Providers Scholarship

Mackenzie Callis..... \$3,000

Kelsea Scott..... \$1,000

Emilia Halstead \$500

Luciano Fasulo \$1,000

Drew Scalzi Memorial Maritime Scholarship

Michael Trail..... \$1,000

Avram Salzman..... \$1,000

Beluga Tale Nonfiction Writing Scholarship

Avram Salzman..... \$3,000

Meadow Rhythm

Beckett-Cook \$3,000

Diane Wambach "Shoot for the Stars" Scholarship

Samantha Martin \$1,000

Kachemak Bay Medical Clinic Scholarship

Luciano Fasulo \$2,000

Heather Pancratz Memorial Scholarship

Michael Trail..... \$500

Fish and Wildlife Scholarship

Dexter Lowe \$1,500

16

\$31,000 Awarded to Area Students

The Homer Foundation has awarded twenty-one scholarships totaling \$31,000 to Homer area students. These scholarships are supported by permanent endowments administered by the Homer Foundation and would not be possible without the vision and generosity of community donors.

"These scholarships have value well beyond the monetary. It is the message we send to each recipient: 'We believe in you,' " explains Homer Foundation staff Lauren Seaton.

The success of the Foundation's scholarship program depends on volunteers like our school counselors, notably Homer High School counselor Lin Hampson and her staff on the front line, connecting students to scholarship applications; volunteers Jane Miles and Lolita Brache, who processed packets for the review committees; and the dozens of volunteers who made up these committees, sharing their time and expertise to read and rate applications, assuring a fair and equitable selection process.

Because of the donors who had the vision to establish these scholarships, and the community members who continue to support them, these funds will be here to support the education of our youth far into the future. Tax exempt donations to support scholarships, or any of the 70 funds managed by the Foundation, are appreciated and put to work in our community.



Dexter Lowe is attending the University of Alaska Fairbanks this fall. He will be studying Wildlife Biology and Conservation. "I am so thankful to be the recipient of the Homer Foundation's Fish and Wildlife Scholarship. It is an enormous aid to my future and has made my academic goals feasible. I truly appreciate the objectives of this scholarship, as I could not find any other scholarships specific to this area of study. The management and protection of our wildlife is so important and I am so grateful that this scholarship exists, not only for myself, but also for any student that comes after me."



Avram Salzman is attending Yale University to study Political Science. Avram was the recipient of two of our scholarships, the Beluga Tail Non-Fiction Writing Scholarship as well as the Drew Scalzi Memorial Maritime Scholarship. Recognizing the latter, "I was, and still am, ecstatic about my selection for this scholarship. Working in the maritime industry has been monumental in building my character and appreciation for the natural world. Spending each summer immersed in Alaska's oceans and wilderness, I have been inspired to work for their protection. I see politics as the best avenue for me to fight for environmental justice, so I will pursue studies in Political Science and Environmental Justice. I hope that the investment you have made in these studies will come full circle as I work to keep our oceans and environment healthy for generations to come."



Luciano Fasulo is attending Oregon State University in pursuit of a degree in Physical Therapy. Luciano received the Healthcare Providers Scholarship, the Homer Community Science Scholarship, as well as the Kachemak Bay Medical Clinic Scholarship. "I am sincerely honored to have been selected as the recipient of these scholarships. Thank you for your generosity, which has allowed me to lighten some weight off my shoulder about finances. Every little penny you have provided me will increase my chances to succeed at Oregon State University. I am very thankful for receiving your thoughtful gift, and because of your scholarship, I am able to feel rewarded for my work I have been doing. As well as know that my community supports me and will keep supporting me in the future."

Mackenzie Callis is one of our post-high school recipients of the HealthCare Providers Scholarship. She was also a recipient of a scholarship from the Homer Foundation in 2009. She is pursuing her Masters of Science in Nursing at the University of Alaska Anchorage. "As this year's recipient of The Homer Foundation's Health Care Providers Scholarship, I would like to thank the Foundation, the scholarship committee, and the many donors who have contributed to this fund over the years for their generous financial support and ongoing commitment to the development of aspiring healthcare providers of the lower Kenai Peninsula. I am deeply passionate about mental health care and excited to be continuing my nursing education with their award. The Foundation's investment in the academic and professional dreams of our community is part of what makes living in (and in my particular case, returning to) Homer so special."

The Homer Foundation is proud to be the largest local awarder of scholarships

Bear Creek Winery

Music Festival

The Nikki Geragotelis (Fry) Memorial Scholarship was established by Nikki's parents, Bill and Dorothy Fry, and their family and friends, as a positive outlet for their grief. The scholarship rewards students that reflect Nikki's spirit, sportsmanship, integrity, and friendliness. Building on the success from prior events, Bill and Dorothy held the third annual Bear Creek Music festival on the grounds of their Bear Creek Winery facility with the many proceeds benefiting the fund. In addition, Bill has used his creativity to create whimsical metal sculptures in the gardens of the winery available for purchase with the proceeds also benefiting the scholarship fund. These efforts have resulted in this fund being able to give away the largest single scholarship at \$5,000. This year, the committee could not decide between two wonderful candidates and received the blessing of the Frys to split the scholarship for this year. As the managers of this fund, our hats are off to the Frys for finding fun, creative ways to support the students in our community, today, and long into the future.

2019 Distributions

IMMEDIATE RESPONSE GRANTS

Youth Advisory Committee

South Peninsula Behavioral
Health Services \$1,500
SPBHS Summer Activities

Popeye Wrestling Club \$1,500
Wrestle Like a Girl

Educator's Professional Development

Becky Paul..... \$450
attending Restorative Justice Training

Darcy Mueller..... \$250
attending Cross-Fit training

Unrestricted Fund

Kenai Peninsula Borough School
District \$1,000
*Snacks for Achieving Wonder in
Education program*

Razdolna
Elementary School..... \$500
Emergency Packet Supplies

Friends of
Kachemak Bay State Park .. \$250
2018 People's Choice Award

Kenai Peninsula Orchestra.. \$250
2018 People's Choice Award- Opus

Homer Community
Food Pantry..... \$250
2018 People's Choice Award

Kenai Peninsula Orchestra.. \$100
Fireweed Frescoes

Homer Council
on the Arts..... \$2,500
New Old Time Chautauqua

Pier One Theatre \$261.16
Summer Youth Theatre Program

The Willow Fund

Kenai Peninsula
Orchestra..... \$3,825
Fireweed Frescoes

Hospice of Homer..... \$610
Volunteer Training Videos

Friends of the
Homer Public Library..... \$2,000
BIG READ 2019

Bunnell Street
Arts Center..... \$2,000
Resilience and Decolonization

The KLEPS Fund

Hospice of Homer..... \$210
Thanksgiving Meal Delivery

Pratt Museum \$1,500
Summer Intern

Homer Middle School . \$3,206.35
*Microsoft Surfaces for Blended
Learning Support*

Center For Alaskan
Coastal Studies \$2,500
Opportunities for Ocean Stewards

Friends of the
Homer Public Library..... \$1,000
Summer Reading Program

Pier One Theatre \$1,500
Summer Youth Theatre Program

Homer Incentive Fund

Homer Flex School..... \$750
Artist in the School with Jeff Szarzi

Rotary Club of Homer Downtown

Rotary Club of
Homer Downtown \$462.13
Rotary Peace paintings

Rotary Club of
Homer Downtown \$225.25
Sending Students to RYLA

Martha H. Briscoe Fund

Kachemak Heritage
Land Trust \$1,500
Copier Replacement

Center For Alaskan
Coastal Studies \$2,500
Opportunities for Ocean Stewards

May M. Benson Charitable Fund

Girl Scout troop 137 \$3,300
*Sangum, India- Explorations
of Food Security*

HoWL..... \$1,500
Part-Time Bookkeeper

JEMCO Fund

Kenai Peninsula
Orchestra..... \$900
Fireweed Frescoes

Jane Little Family Endowment Fund

SAH Soccer Inc \$700
Operating Support for SPARC

Rotary Club of
Homer Downtown \$600
Sending Students to RYLA

Jack & Mary Lentfer Fund

HoWL..... \$1,000
Part-Time Bookkeeper

The Cottonwood Fund

Storyknife
Writers Retreat \$5,000
Shoemaker Cabin completion

David & Mary Schroer Fund

Homer High School..... \$2,000
*Green Dot/ School Wide Positive
Behavior Supports*

Homer Flex School..... \$500
Science Lab Hot Plates

Homer Middle School \$3,000
Nordic Skiing Activity Support

West Homer Elementary . \$3,000
Dishwasher for Cafeteria

Homer Mariner
Fastpitch Softball Fund \$500
Equipment Purchase

Pratt Museum \$1,000
Summer Intern

Homer High School
Mariner Booster Club..... \$1,000
Sports Program Support

KBBI \$1,200
General Operating Support

Paul Banks Elementary ... \$3,000
iPads and applications

Choices for Teens Fund

Anchor Kings
Wrestling Club..... \$1,000
Gearing Up for Competition

Pier One Theatre \$106.54
Summer Youth Theatre Program

Ashley J Logan Fund

Anchor Kings
Wrestling Club..... \$800
Gearing Up for Competition

Jessica Stevens Memorial Fund

Pier One Theatre \$632.30
Summer Youth Theatre Program



Bunnell Street Arts Center, Performance Series

City of Homer Grant

Bunnell Street Arts Center.....	\$2,011
Center For Alaskan Coastal Studies	\$1,000
Cook Inletkeeper	\$1,000
Homer Community Food Pantry	\$2,960
Homer Council on the Arts	\$1,736
Homer Farmer's Market ..	\$1,000
Homer Hockey Assoc.....	\$1,691
Hospice of Homer.....	\$2,841
HoWL.....	\$1,724
Kachemak Bay Family Planning Clinic ...	\$2,989
Kachemak Heritage Land Trust	\$1,000
Kachemak Nordic Ski Club.....	\$1,910
KBBI Kachemak Bay Broadcasting Inc.....	\$3,025
Sprout	\$2,839

HOMER COMMUNITY CHEST

Homer Community Food Pantry	\$24,463.48
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AGENCY ENDOWMENT FUND EARNINGS

Alaska Marine Conservation Council....	\$281.29
Center For Alaskan Coastal Studies	\$1,422.82
Homer Council on the Arts	\$311.03
Pratt Museum	\$1,003.76
Hospice of Homer	\$1,385.71
Kachemak Bay Family Planning Clinic.....	\$419.35
Kachemak Heritage Land Trust	\$974.26
KBBI Kachemak Bay Broadcasting Inc.....	\$1,216.29
Homer Animal Friends ..	\$472.64
Friends of the Homer Public Library.....	\$2,918.31
Homer Community Food Pantry	\$668.51
Bunnell Street Arts Center.....	\$338.04
Homer Mariner Fastpitch Softball Fund ..	\$540.24

For Grant Application Guidelines

📞 907.235.0541

📍 3733 Ben Walters Lane
Homer, AK
lower level of the
Kachemak Bay Title Building

@ info@homerfoundation.org

🌐 www.homerfoundation.org





Y.A.C. End of Year Report



Homer Foundation Y.A.C. Committee

This year, Homer Middle School National Junior Honors Society volunteered our time serving as the Homer Foundation Youth Advisory Committee (Y.A.C.). As such, we were provided \$3,000 to donate toward youth activities in our community. We received five applications for the money.

We carefully evaluated the applications, looking for the value and impact of each program. YAC members contacted each organization to pose follow-up questions, and brought our notes back to the committee.

After seven weeks of careful consideration and many meetings, we finally made our decision using discussion and voting protocols that we all agreed upon. In the end, we decided to split the funds

between two organizations. We donated \$1,500 to both Popeye Wrestling / Wrestle Like A Girl for a summer girls' wrestling camp, and South Peninsula Behavioral Health Services for summer therapeutic activities for youth. We chose these organizations because of their positive impact on Homer's Youth.

We appreciate our donors, who have confidence in our ability to make thoughtful decisions.

Bristol Johnson and Hannah Stonorov,
ON BEHALF OF THE HOMER FOUNDATION YAC

Building Community Leadership

One day, I received a telephone call asking if I could meet for lunch. Never one to turn that sort of invite down, especially from Dan Westerberg, friend and estate lawyer in Homer at the time. I was curious when he told me he wanted to discuss the Homer Community Foundation.

After a tasty lunch, he quizzed if I knew about the foundation and I told him I knew about it, but not much how it worked nor why. After a couple of hours of discussion, he asked me to consider joining the board, gave me some information and a sheet to fill out my intent. This was my introduction. I was intrigued. Once I applied, my information was voted on by the board and Joy Steward, Executive Director at the time, called to say my application was accepted and gave me the date of the next meeting.

The first meeting was a bit daunting walking into a room of highly motivated people.

I came to understand that collectively Homer Foundation wanted a sound future for nonprofits and means to create sustainable giving to build communities on the lower Kenai Peninsula. Prior to this mission, various citizens of Homer wanted a place to invest money for just this purpose. Others wanted a legacy-type fund. Some learned to love Homer over the years and wanted to establish a fund for a specific cause.

Having lived overseas six years, reflecting on what life in Homer and Alaska meant to me,

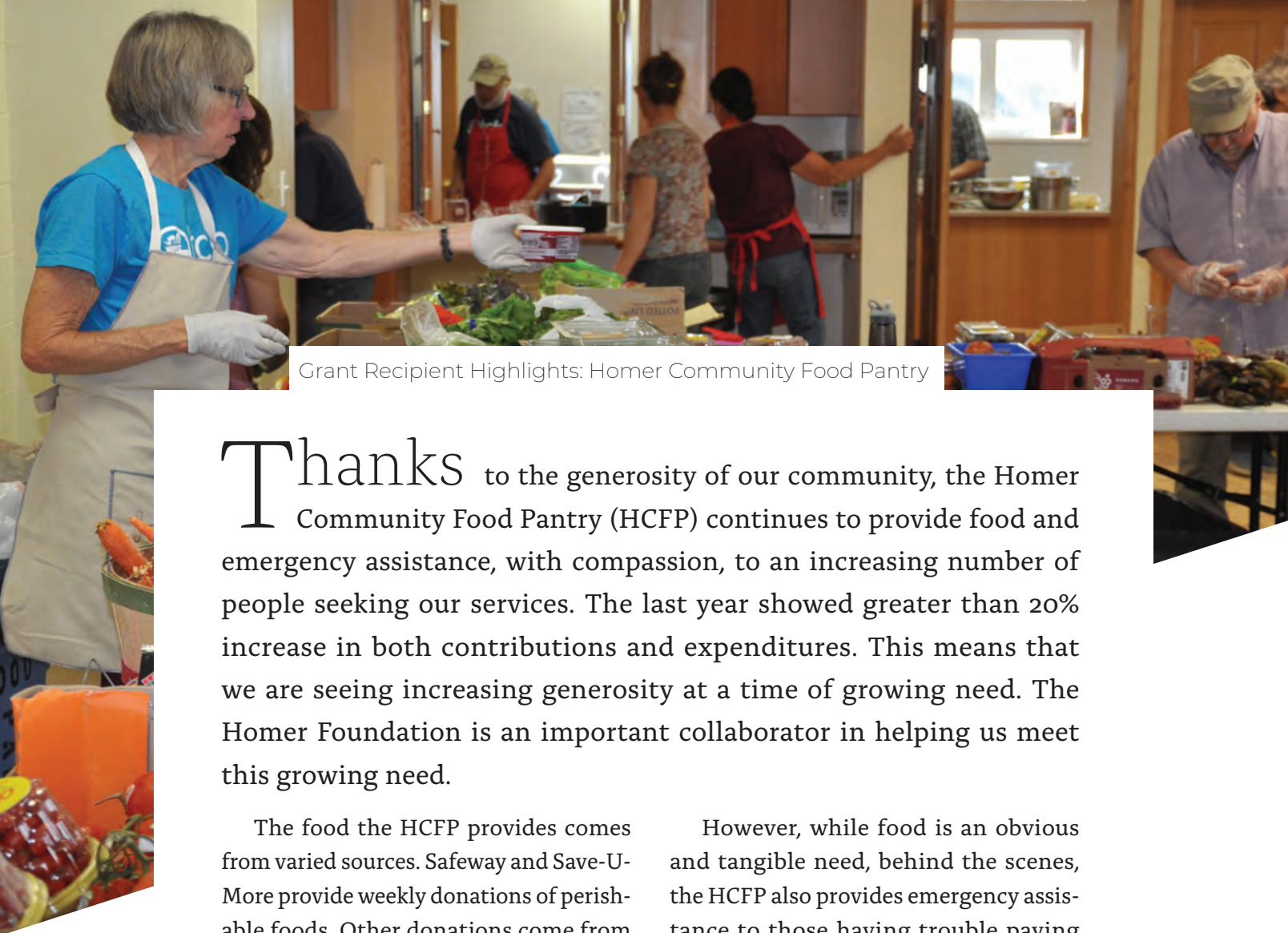
the community foundation fit what I wanted to do after returning from teaching overseas in International Schools.

A few weeks later the board met for a retreat in the Still Point Wilderness Lodge in Halibut Cove where we spent two overnights and two days in board training with Linda Chamberlain. During conversations and informal discussions those magical fall days, it was abundantly clear that serving on this board was a creative and inspiring thing to do while benefitting nonprofits made up of volunteers who create vibrancy and love in this community.

If this sounds like something you are interested in, please call the Homer Foundation and leave your name with Lauren, the brilliant assistant (no bias) or Mike Miller, the very capable new Executive Director, and let them know of your interest. You can also mention it to any other board member who will add your name to the prospect list. You, too, can eat a tasty lunch, have a lively discussion and wind up part of a team of people who want only the best for this lovely place at the end of the road. We even eat pie at the end our meetings!

Flo Larson

CHAIR OF LEADERSHIP DEVELOPMENT COMMITTEE



Grant Recipient Highlights: Homer Community Food Pantry

Thanks to the generosity of our community, the Homer Community Food Pantry (HCFP) continues to provide food and emergency assistance, with compassion, to an increasing number of people seeking our services. The last year showed greater than 20% increase in both contributions and expenditures. This means that we are seeing increasing generosity at a time of growing need. The Homer Foundation is an important collaborator in helping us meet this growing need.

The food the HCFP provides comes from varied sources. Safeway and Save-U-More provide weekly donations of perishable foods. Other donations come from canned food drives such as the Coast Guard's Haunted Hickory, the Safeway holiday food drive, and many other community contributions which help immensely. Along with these generous donations, food purchases still exceed half of the yearly HCFP expenditures. Scores of volunteers help prepare and distribute the food each week. Many individuals, businesses, and various fundraisers provide funds to allow HCFP to meet the rising need in our community including a City of Homer Grant managed by the Homer Foundation.

However, while food is an obvious and tangible need, behind the scenes, the HCFP also provides emergency assistance to those having trouble paying rent, utilities, or medical expenses. Our volunteers interact with other local nonprofits to leverage assistance. The Homer Foundation manages the Homer Community Chest fund, whose grants directly go to help the HCFP emergency non-food assistance program. There are many people in our community who skip meals, decide what bills they can and cannot pay, forgo medical treatment, and are homeless or on the edge of homelessness. The Homer Foundation is a compassionate partner with the HCFP in helping address this need.

The Homer Community Food Pantry (HCFP)

*Last year the Homer Foundation distributed **\$24,463.48** to the Homer Community Food Pantry.*



Grant Recipient Highlights: Fireweed Frescos

TTrue to its goal of connecting generosity to community need, the Homer Foundation has given an enthusiastic boost of confidence and monetary support to the Fireweed Frescoes, the new instrumental music program in the kindergarten to second grades at Fireweed Academy. There is a rising tide of youth music happening in Homer right now, partially thanks to grants awarded by the Homer Foundation, which allowed us to purchase enough violins so that each of our students has an instrument to play.

This is the latest addition to youth music programs in the Homer area. Recognizing the need to provide more opportunities for young musicians to play and perform and to help raise up new musicians who might go on to participate in the Kenai Peninsula Orchestra—the late Sally Kabisch and Lisa Whip began Homer’s first youth ensemble music program, the Homer Youth String Orchestra Club (HYSOC). For more than a decade, volunteers have led the group, which began with rehearsals at the Homer Middle School.

Because of this vision, youth music has grown exponentially among young people aged 5 to 18.

❖ HYSOC has grown to include three ensembles, based upon age and experience, with frequent collaborations among the musicians and scholarships available for participants in need.

❖ The Preludes program at Paul Banks Elementary School provides group violin instruction to all kindergarten and first graders during school and second grade students afterschool.

❖ The Frescoes program at Fireweed Academy provides all kindergarten through second grade students with violin instruction during school hours.

Together, these programs provide instruction, ensemble experience, and performance opportunities to nearly 250 young people annually. The music ripples out across the community.

From the beginning, the goal of these programs has not been to produce professional musicians but to help young people become better learners and better citizens. Research shows music instruction builds new pathways in the brain. Younger people develop executive skills like concentration and perseverance. Experience with ensemble playing and performance builds cooperation and empathy, helping us listen to others as we move about the world.

Keep your eyes open for upcoming ways to help, through the Prelude Program Spaghetti Feed, HYSOC’s Practice-a-thon, and house concerts offered by Fireweed Frescoes. The program will forever be grateful for the generous support from the Homer Foundation.

Fireweed Frescoes

2019 Donations by Fund Type

Unrestricted Fund

Adam Porter
In honor of Alice Porter

Alan Martin

Allen Jantzi

Allison Kelley
Depth Perceptions Bodywork

Amazon Smile

Andrea Steward

Andy Haas & Terri Spigelmyer
Haas & Spigelmyer Inc.

Angela Brock & Dave Ritchie
Gabriel D. Ritchie

Ann Dixon

Anne ShoupCathy & Mike McCarthy

Anonymous

Anonymous

Anonymous

Anonymous

Anonymous
Giving Tuesday

Arlene Ronda

Barbara Ryan-Baxter
In honor of Wildbeart the Giving Salmon

Beth Bowe
Mark Yohman

Betsy & David Lawer

Beverley & Leo Nikora

Bill & Dorothy Fry

Bill & Roni Overway

Bob Cole & Carol Swartz

Bobby & Sharon Wilson

Bobby Copeland & Michael McKinney

Bonnie Jason & David Schneider & Family

Carla Stanley

Carol Comfort-Waldorf & Wally Waldorf

Charles & Nancy Evans

Charles Landmesser

Chris & Pat Moss
Maritime Enterprises

Christie & Ty Gates

Christina Demetro & Eric Mouffe

Christine Caffee
Claudia Caffee

Christopher & Linda Robinson

Claudia Haines & Steve Glasman

Clayton & Michelle Smith

Clyde Boyer & Vivian Finlay

Curt & Lorna Olson

Dale & Dianne Spence-Chorman

Debbie & Jack Oudiz

Deborah Poore & Charlie Gibson

Denice & Roger Clyne

Denise & Gordon Pitzman

Diane & Mike McBride
Kachemak Wilderness Lodge

Diane Kaplan
Rasmuson Foundation

Don Reed & Janie Leask

Donald & Mary Sanders

Doug & Sandy Stark

Doug Johnson
Best Western Bidarka Inn

Dr. Keith & Sally Brownsberger

Duffy Clarke

Elaine Grantier

Eleanor Andrews

Emmitt & Mary Trimble
Coastal Realty

Eric & Jennifer Waltenbaugh

Flo Larson

Floyd Shilanski

Francis Ulmer

Ginny Espenshade

Giving Salmon

Gray Jacobik

Guy Rosi

Helyn Schoepke

IBM

Jackie Norvell

James & Brenda Dolma

Janie & Jim Buncak
Classic Cook

Jeanne & Kevin Walker

Jennifer Medley

Jill & Fabian Wimkar

Jillian Lush

Jim Rowe & Luana Stovel

Jinky Handy

Jo & Peter Michalski

Joe & Diane Svymbersky
Pacific Sun Charters

John & Rika Mouw

John Rummery
All Seasons Honda

Joseph & Paula Martin

Joyanna Geisler

Joyce Robinette

Julia Clymer & Karl Stoltzfus

Julie & Dave Derry
The Executive Suite

Karen Berger & Steve McCasland
Homer Brewing Co.

Kate & Patrick Henry

Katherine Smith

Kathryn Carssow

Kathy Hill

Katie Gavenus

Ken Taylor

Laura Passic

Laura Patty & Gary Thomas

Law Offices of Lindsay Wolter

Lee & Sandy McDaniel

Lindsay Wolter & Jedd Fonkert

Lolita Brache & Jane Miles

Mark & Cat Larrea Mcdermott

Marlene & Michael Fizette

Martha Briscoe

Mary Frische & Tom Collopy
Wild North Photography

Matt & Rebecca Clarke

Maxine & Dave Weber

Maynard & Mari-Anne Gross

Michael & Catherine McCarthy

Michael Gracz

Michael Hiller

Mike Navarre
Rasmuson Foundation

Mike Pate
In memory of Kathy Pate

Miranda Weiss & Bob Shavelson

Nadya Klingel & Mel Strydom
The Grog Shop

Nancy Chastain

Nancy Lord & Ken Castner

Nell & Rich Gustafson

Nina Kemppe
Alaska Community Foundation

Patrick Ahern

Paul & Tina Seaton

Paula & Joe Martin

Pauli & Harmon Hall

Philemon Morris

R & M Consultants

Rachel Lord

Rita Ramirez & Tom Bodett

Ruby & Tim Haigh

Sandy & Dennis Rollins

Sandra Hudson & Chris Perk

Scott & Cathie Ulmer

Shirley Fedora & Bill Palmer

Sofia Fouquet

Stephanie & Ian Pitzman
Fortune Sea LLC

Steve & Chris Theno

Steve & Noko Yoshida

Stu Schmutzler & Joy Steward

Sue & Lee Post
The Homer Bookstore

Sue Mauger

Sue Wohlgemuth & Ken Landfield

Support Vessels of Alaska

Susan Oesting
Seymour Fine Arts

Susan Saupe

The Clarius Group LLC.
Mike & Mary Fell

The Grog Shop

Tom & Lori Zitzmann

Tom Kizzia

Tracy Asselin

Victoria Lord

William Harris
Harris Sand and Gravel Inc

FIELD OF INTEREST FUNDS

Brother Asaiah Bates Fund

Michelle Wilson & Sean Hogan
Cosmic Kitchen

Bill & Liz Johnson Teacher Education Scholarship Fund

Jane Magnuson
In memory of Jane Cason

Kachemak Bay Marine

Det 838

City of Homer Fund

City of Homer

Diane Wambach "Shoot for the Stars" Scholarship Fund

Lin Hampson

Drew Scalzi Memorial Maritime Scholarship Fund

Elaine Grantier

Kachemak Bay Marine Det 838

Educator's Professional Development Fund

Delta Kappa Gamma Omicron

In honor of Shirlie Gribble

Delta Kappa Gamma Omicron

In honor of Gloria Henson

Diane McBride

Kachemak Wilderness Lodge

Elaine Grantier

Eric Pederson

Esther & Tabor Ashment

In honor of Bev Chapman

Fran VanSandt

Kachemak Bay Lions Club

Francie Roberts

Mildred M. Martin

Nancy Lander & Mark Robinson

In honor of Gene Poston

Nina Faust

Shirlie Gribble

In honor of Jane Cason

Susan Oesting

Seymour Fine Arts

Fish and Wildlife Scholarship Fund

Steve & Vicki Albert

Health Care Providers Scholarship Fund

Andrea Konik

South Peninsula Hospital

Angela Beplat

Nature's Way Rehab. Services

Anonymous

Bernadette Arsenault

Bobbie Behrens, MD

Christine & Deland Anderson

Dartmouth College

Dots Sherwood

Homer Veterinary Clinic

Doug Reid & Karen Northrop

Dr. Brent Adcox

Dr. Susan Polis

Preventive Dental Services

IRA Charitable Rollover Gifts

If you are 70½ years old or older, you can take advantage of a simple way to help charities like the Homer Foundation and receive tax benefits in return. You can give up to \$100,000 from your IRA directly to a charity, without having to pay income taxes on the contribution. This can be accomplished with an IRA Charitable Rollover gift.



At some point, you have to withdraw money from your IRA.

Once you turn 70½, you must take a required minimum distribution (RMD) each year from your IRA, and the RMD amount increases with your age. You are taxed on the RMD at ordinary income tax rates, as opposed to lower capital gains tax rates. And if you do not take your full RMD, you may be subject to a tax penalty.



How do you make an IRA Charitable Rollover gift?

The process is simple. All you need to do is instruct your IRA custodian to make a distribution from your IRA directly to the charity or charities of your choosing. Your IRA custodian should include your name and address, as well as any specific instructions you have for the use of the gift, along with the payment. We are happy to prepare a letter of instruction for you to send to your IRA custodian.



The Benefits of an IRA Charitable Rollover gift.

An IRA Charitable Rollover gift offers several benefits. Because the transfer generates neither taxable income nor a tax deduction, you benefit even if you do not itemize your deductions. This is especially relevant beginning this year, since the standard deductions have been increased, making itemized deductions less appealing.



What is an IRA Charitable Rollover gift?

An IRA Charitable Rollover gift is a distribution from your IRA that is paid directly to a charity of your choice. You cannot claim an itemized charitable deduction for this gift, but it is not included in your income and you pay no income taxes on it.

Emilie Otis
James & Julia McCarron
James Heston
Clinic of Chiropractic Health
Jennifer Bando
Kristie Finkenbinder
Lynn Burt & Jim Meesis
Mary Lou Kelsey &
Dr. Bill Bell
SPH Medical Staff
SPH Rehabilitation
Department
Susan Darr
Susan McLane &
Dr. Hal Smith
Tim Daugherty &
Kim Greer

Heather Pancratz Fund
All gifts in memory of Heather Pancratz

Anonymous
Greenwoods State Bank
Karson & Leobof Dorvall
Kurt & Lorna Olson
Lisa & Robert Fellows
Margaret Lau
Mathew Pancratz

**Homer Community
Science Scholarship
Fund**

Kurt & Lorna Olson
Luke Roberts
Nancy Levinson
Stan Eller

**Homer Foundation
Youth Advisory
Committee**

Shirley Fedora &
Bill Palmer

**Kachemak Bay
Medical Clinic
Scholarship Fund**
Kachemak Bay Medical
Clinic
MediCenter

**Kevin Bell & Family
Hockey Fund**
Mary Ferguson Bell
Neil & Teresa Ferguson

**Nikki Geragotelis
(Fry) Memorial
Scholarship Fund**
Bill & Dorothy Fry Fred Fry
Bill & Roni Overway
Daniel Weatherly
Don & Donna Rae
McNamara
Oceanside Farms

Donald Arseneau
Jackie Norvell
James & Teresa Calhoun
Jean Klinge
In loving memory of Fred Fry
Marilyn & Steve Engel
John Fred Fry
Maritimes Association Inc.
Fred Fry

**Ptarmigan Arts
Scholarship Fund**
Ptarmigan Arts Gallery

The Horn Section
Julia Clymer &
Karl Stoltzfus

**DONOR
ADVISED FUND**

**David & Mary
Schroer Fund**
Dave & Beth Schroer

The Gooseberry Fund
Anonymous

JEMCO Fund
Elaine Grantier

Willow Fund
Anonymous

**AGENCY
ENDOWMENT
FUNDS**

Aquila Fund
Julia Clymer &
Karl Stoltzfus
Paula & Joe Martin

**Center For Alaskan
Coastal Studies Fund**
Kathy & Roger Herrnstee

**Homer Mariner Fast
Pitch Softball Fund**
Bill & Dorothy Fry
Blake Larue &
Bonnie Powell
Dr. Bill Bell &
Mary Lou Kelsey
Elaine Grantier
Lisa & Eric Fellows

**Friends of the Homer
Public Library Fund**
Andy Haas & Terri
Spigelmyer

Anonymous
Carol Comfort-Waldorf &
Wally Waldorf
Friends of the Homer
Public Library
Melinda Ross
*In honor of Robert
Oliver Lucass II*

**SPECIAL
PROJECTS**

**Homer
Community Chest**
Anonymous
Shirley Fedora &
Bill Palmer

Halibut Cove Live
Alita Mahan
Bonnie Ivy
Carolyn Robison
Dave & Marian Beck
F/V Creel
David & Carolyn Baker
Diane Kaplan
Rasmuson Foundation

Jennifer Hand
Joan Diamond
Julie & Dave Derry
The Executive Suite
Lisa Herrington
Lorie Whissell
Sea Lion Art
Natali Jones
Nina Kemppel
Alaska Community Foundation

Boat House
Jan Knutson &
Ed Hutchinson
Whetstone Studio

**IN-KIND
DONATIONS**

Pauli & Harmon Hall
Quiet Place Lodge
Mel Strydom
The Grog Shop
Ken Castner
Tonsina LLC
Don McNamara
Oceanside Farms
Dave Beck
F/V Creel
Karen Berger & Steve
McCasland
Homer Brewing Co.

What Homer Foundation Offers Our Donors

The Homer Foundation helps connect your generosity with community needs you care about. Whether you're giving to one of our many established funds or creating a fund to steward what you are passionate about, your gift creates a legacy of impact for generations to come.

We offer:

- ❖ Flexibility and Focus – You decide how, when and where to spend your money. The HF helps you transform your passions into action.
- ❖ Efficiency – Giving through HF reduces or eliminates the overhead, time and expense of running a private foundation.
- ❖ Financial Stewardship – We help you achieve maximum tax advantages and work with your financial advisors and attorneys to incorporate giving into your plans.
- ❖ Support and Leadership – HF staff and board help identify local needs, so your donations can make the greatest difference.

Through your generosity, we are building permanent philanthropic assets for our community.



2019 Halibut Cove Live

Calling all Halibut Cove Live fans! You did not miss the dates for summer 2019 events. The marvelous venue, Quiet Place Lodge, underwent a re-decking this summer and could not host any events in 2019. Your hosts, Pauli and Harmon Hall, are excited for the coming year and cannot wait to show you what they've been up to! We are so grateful for their continued support.

Hold the Date

Mark your calendars for July 25th and 26th, 2020. Due to the timing of the tides and Alaska weather typical of later summer dates, we will be looking to host only one weekend of Halibut Cove Live next summer. Our hosts and staff are already planning next year's events. We want to ensure we

maintain the special experience of these events, and are creatively brainstorming ways to make this another memorable Halibut Cove weekend.

Halibut Cove Live continues to be our most important fundraiser and outreach activity. We look forward to presenting the 10th year of this unique event next summer.

Be sure to check halibutcovelive.com for further details.



PO Box 2600
Homer, AK 99603

Nonprofit
Organization
US Postage Paid
Homer AK
Permit #15

Or Current Resident


CONNECT WITH US

 907.235.0541

 3733 Ben Walters Lane | Homer, AK
*lower level of the Kachemak Bay
Title Building*

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 www.homerfoundation.org

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Investment & Spending Policy v. 3.27.19
Policy #19-01
Appendix: 1- Procedures
Review Date: Annually/September
Total pages: 6

HOMER FOUNDATION INVESTMENT AND SPENDING POLICY #19-01 v. 3.27.19

I. Introduction

The investment policy of the Homer Foundation (HF), outlined below, is designed to ensure effective management of the Foundation's assets in order to serve current needs and long term best interests of the southern Kenai Peninsula. The Homer Foundation assets are a collection of individual donations from private citizens and other organizations. The investment policy is primarily designed to provide sufficient annual income for the support of local charitable needs. A secondary emphasis of our policy is to grow the purchasing power of the principal in perpetuity. Policies contained in this statement are intended to provide guidelines, where necessary, for ensuring that the Portfolio's investments are managed consistent with the short-term and long-term financial goals of the Foundation and the investment funds. At the same time, they are intended to provide for sufficient investment flexibility in the face of changes in capital market conditions and in the financial circumstances of the Institution. This investment policy was developed with the long term interests of the community in mind, adheres to accepted investment principles, and reflects the mission of the Homer Foundation.

II. Role of the Investment Committee

The Investment Committee (the "Committee") is acting in a fiduciary capacity with respect to the Portfolio, and is accountable to the Board of Trustees for overseeing the investment of all assets owned by, or held in trust for, the Foundation.

- A. The Investment Committee is to use this investment policy statement, including the investment objectives, distributions policies, and investment guidelines, to govern the investment management responsibility for Portfolio assets.
- B. The investment committee shall maintain a majority opinion in assessing the Foundation's anticipated financial needs and in consideration of the Foundation's tolerance for assuming investment and financial risk. The committee also ensures the investment policies have been formulated with these needs and risks.
- C. The Committee will review this Investment Policy Statement at least once per year. Changes to this Investment Policy Statement can be made only by affirmation of a majority of the Committee, and written confirmation of the changes will be provided to all Committee members and to any other parties hired on behalf of the Portfolio as soon thereafter as is practical.

III. Investment Objective and Spending Policy

- A. The Fund is to be invested with the objective of preserving the long-term, real purchasing power of assets while providing a relatively predictable and growing stream of annual distributions in support of the Institution.
- B. For the purpose of making distributions, the Fund shall make use of a total-return-based spending policy, meaning that it will fund distributions from net investment income, net realized capital gains, and proceeds from the sale of investments.

- C. The distribution of Fund assets will be permitted to the extent that such distributions do not exceed a level that would erode the Fund's real assets over time. The Committee will seek to reduce the variability of annual Fund distributions by factoring past spending and Portfolio asset values into its current spending decisions. The Committee will review its spending assumptions annually for the purpose of deciding whether any changes therein necessitate amending the Fund's spending policy, its target asset allocation, or both.
- D. Periodic cash flow, either into or out of the Portfolio, will be used to better align the investment portfolio to the target asset allocation outlined in the asset allocation policy at Section IV. A. herein.

IV. Portfolio Investment Policies

- A. Asset allocation policy
 - 1. The Committee recognizes that the strategic allocation of Portfolio assets across broadly defined financial asset and sub asset categories with varying degrees of risk, return, and return correlation will be the most significant determinant of long-term investment returns and Portfolio asset value stability.
 - 2. The Committee expects that actual returns and return volatility may vary from expectations and return objectives across short periods of time. While the Committee wishes to retain flexibility with respect to making periodic changes to the Portfolio's asset allocation, it expects to do so only in the event of material changes to the Fund, to the assumptions underlying Fund spending policies, and/or to the capital markets and asset classes in which the Portfolio invests.
 - 3. Fund assets will be managed as a balanced portfolio composed of two major components: an equity portion and a fixed income portion. The expected role of Fund equity investments will be to maximize the long-term real growth of Portfolio assets, while the role of fixed income investments will be to generate current income, provide for more stable periodic returns, and provide some protection against a prolonged decline in the market value of Portfolio equity investments.
 - 4. Where applicable without excessive risk or cost, the Fund will use investments screened for certain environmental, social, and governance factors determined by the Committee.
 - 5. Cash investments will, under normal circumstances, only be considered as temporary Portfolio holdings, and will be used for Fund liquidity needs or to facilitate a planned program of dollar cost averaging into investments in either or both of the equity and fixed income asset classes.
 - 6. Outlined below are the long-term strategic asset allocation guidelines, determined by the Committee to be the most appropriate, given the Fund's long-term objectives and short-term constraints. Portfolio assets will, under normal circumstances, be allocated across broad asset classes in accordance with the following guidelines:

Asset Class	Lower Limit	Strategic Allocation	Upper Limit
Total Stocks	65	70	75
U.S. Stocks	-	35	-
International Stocks	-	35	-
Total Bonds	-	30	-
Total Reserves	-	0%	-
Reserves	-	0%	-

B. Diversification policy

1. Diversification across and within asset classes is the primary means by which the Committee expects the Portfolio to avoid undue risk of large losses over long time periods. To protect the Portfolio against unfavorable outcomes within an asset class due to the assumption of large risks, the Committee will take reasonable precautions to avoid excessive investment concentrations. Specifically, the following guidelines will be in place:
 - a) With the exception of fixed income investments explicitly guaranteed by the U.S. government, no single investment security shall represent more than 5% of total Portfolio assets.
 - b) With the exception of passively managed investment vehicles seeking to match the returns on a broadly diversified market index, no single investment pool or investment company (mutual fund) shall comprise more than 20% of total Portfolio assets.
 - c) With respect to fixed income investments, for individual bonds, the minimum average credit quality of these investments shall be investment grade (Standard & Poor's BBB or Moody's Baa or higher).

C. Rebalancing

It is expected that the Portfolio's actual asset allocation will vary from its target asset allocation as a result of the varying periodic returns earned on its investments in different asset and sub asset classes. The Portfolio will be rebalanced to its target normal asset allocation under the following procedures:

1. The investment manager will use incoming cash flow (contributions) or outgoing money movements (disbursements) of the Portfolio to realign the current weightings closer to the target weightings for the Portfolio.
2. The investment manager will review the Portfolio semiannually to determine the deviation from target weightings. During each semiannual review, the following parameters will be applied:
 - a. If any asset class (equity or fixed income) within the Portfolio is +/-5 percentage points from its target weighting, the Portfolio will be rebalanced.
 - b. If any fund within the Portfolio has increased or decreased by greater than 20% of its target weighting, the fund will be rebalanced.

3. The investment manager may provide a rebalancing recommendation at any time.
4. The investment manager shall act within a reasonable period of time to evaluate deviation from these ranges.

D. Other Investment Policies

Unless expressly authorized by the Committee, the Portfolio and its investment managers are prohibited from:

1. Purchasing securities on margin or executing short sales.
2. Pledging or hypothecating securities, except for loans of securities that are fully collateralized.
3. Purchasing or selling derivative securities for speculation or leverage.
4. Engaging in investment strategies that have the potential to amplify or distort the risk of loss beyond a level that is reasonably expected, given the objectives of their Portfolio.

V. Monitoring Portfolio Investments and Performance

The Committee will monitor the Portfolio's investment performance against the Portfolio's stated investment objectives. At a frequency to be decided by the Committee, it will formally assess the Portfolio and the performance of its underlying investments as follows:

- A. The Portfolio's composite investment performance (net of fees) will be judged against the following standards:
 1. The Portfolio's absolute long-term real return objective.
 2. A composite benchmark consisting of the following unmanaged market indexes weighted according to the expected target asset allocations stipulated by the Portfolio's investment guidelines.
 - (a) U.S. Equity: CRSP US Total Market Index or a similar broad domestic equity index
 - (b) Non-U.S. Equity: FTSE Global All Cap ex US Index or a similar broad international equity index
 - (c) Investment Grade Fixed Income: Barclays Capital US Aggregate Float Adjusted Index
 - (d) International Fixed Income: Barclays Global Aggregate ex-USD Float Adjusted RIC Capped Index Hedged
 - (e) Real Estate Investment Trusts: MSCI US REIT Index
 - (f) Cash: Citigroup 3-Month T-Bill Index
- B. The performance of professional investment managers hired on behalf of the Portfolio will be judged against the following standards:
 1. A market-based index appropriately selected or tailored to the manager's agreed upon investment objective and the normal investment characteristics of the manager's portfolio.
 2. The performance of other investment managers having similar investment objectives.
- C. In keeping with the Portfolio's overall long-term financial objective, the Committee will evaluate Portfolio and manager performance over a suitably long-term investment horizon, generally across full market cycles or, at a minimum, on a rolling five-year basis.
- D. Investment reports shall be provided by the investment manager(s) on a (calendar) quarterly basis or as more frequently requested by the Committee. Each investment manager is expected to be available to review portfolio structure, strategy, and investment performance annually with Investment Committee.

Appendix 1:





VI. Spending Policy Procedure: v. 3.27.19

A. The spending rate shall be recommended by the Investment Committee and approved by the Foundation Board of Trustees, and shall be reviewed annually and adjusted as appropriate according to the needs of the Foundation and the current market climate. Current spending rate is set at 4%.

B. Using the approved spending rate, the Investment Committee will calculate the amount available to spend (ATS) annually, based on an 8 quarter rolling average of the total market value of the Vanguard Investment Portfolio. The 8 quarters are inclusive of the first day of the first quarter to the last day of the last quarter.

1. The annual ATS shall be calculated using the current December 31st quarter as the last value in the calculation so that the Homer Foundation's share may be available to include in preparation of its annual operating budget.
2. Once calculated, the annual ATS will be allocated to the funds based on the percentage of their fund value as of the prior December 31st. (The Homer Foundation's share includes Unrestricted, Aquila, and Float.) The ATS will be posted in the fund report for the quarter ending September 30, and will be available for each fund type as outlined below. The ATS for new funds shall be allocated based on the number of full quarters that they have participated, pro-rated at 1% per quarter:

New Fund Percentage Determination for ATS

	October 1st - December 31st	January 1st - March 31st	April 1st - June 30th	July 1st - September 30th
Scenario 1	Fund Established in this Quarter 	3%		
Scenario 2		Fund Established in this Quarter 	2%	
Scenario 3			Fund Established in this Quarter 	1%
Scenario 4	4%			Fund Established in this Quarter 

New gifts to existing funds shall not participate in the ATS for that year up to a \$10,000 threshold. Gifts at \$10,000 or higher will participate utilizing the new fund determination for ATS.

3. The annual ATS will be available to the different fund types as follows: (See Distributions Policy for more detail)
 - a. Agency Endowment Funds: The full ATS for agency endowment funds shall be distributed at least annually. Through written directive, the agency may request a cash distribution, or have their full ATS rolled into the corpus of their fund. The ATS will be reported in the quarterly fundholder report following the close of the fiscal year.

b. Field of Interest Funds: The ATS, or a portion thereof, from field-of-interest funds shall be distributed at least annually through the Homer Foundation's Distributions Committee or the established Waiver process. The ATS will be reported in the quarterly fundholder report following the close of the fiscal year. Any unallocated balance at the end of the fiscal year will roll forward into the new fiscal year.

c. Donor Advised Funds: The ATS, or a portion thereof, from donor advised funds shall be distributed at least annually. The ATS will be reported in the quarterly fundholder report following the close of the fiscal year. Any unallocated balance at the end of the fiscal year will roll forward into the new fiscal year.

Donor advisors may make grant recommendations on the Donor Advised Grant Recommendation Form in an amount not to exceed their-ATS. These recommendations will be reviewed and approved by the Executive Director and the Distributions Committee Chair using the approved Waiver process. The Distributions Committee may also be proactive in soliciting donor advised funds to support grants approved by the Homer Foundation's Distributions Committee. ATS will not accrue to the corpus of the fund, any other existing fund, or used to establish a new fund.

d. Institutional Reserve Fund: The full ATS for the individual Repair & Replacement Funds within the Institutional Reserve Fund shall be recorded and the full ATS rolled into the corpus of the fund. The ATS will be reported in the quarterly fundholder report following the close of the fiscal year.



Planned Giving *Sample Language*

Through a bequest, you can establish an enduring commitment to the Homer community and continue the pattern of philanthropy established during your lifetime. A bequest can help to ensure the things you supported and cared about can continue. Those who notify us of bequests are invited to join our Legacy Society and will receive recognition, now and in the future, that will in turn encourage others to consider bequests as both a planned giving option and a way of giving back to their communities. A bequest can easily be made by naming the Homer Foundation as beneficiary in your estate planning documents.

An outright bequest may be unrestricted, may add to an existing fund of the Foundation or may establish a new fund. If a donor already has a will in place, a simple codicil can be written. The following is sample language only. We encourage you to contact an estate-planning professional or staff at the Homer Foundation to determine exactly which language is most appropriate to fulfill your goals for your charitable legacy.

Life Insurance: is another way to make a generous and lasting impact in the community. You can make a gift of your paid up life insurance policy by naming the Homer Foundation as the owner and beneficiary of your policy. To gift your life insurance simply contact your insurer and ask for a change of beneficiary/ownership form. Then designate the Homer Foundation as the new owner/beneficiary.

Types of Bequests

Unrestricted Bequest (no minimum)

I bequeath _____ (describe dollar amount, property to be given, or proportion of your residuary estate) to the Homer Foundation (EIN# 92-0139183), a tax exempt organization under IRC Section 501(c)(3), for its general charitable purposes.

Bequest to an Existing Fund (no minimum)

I bequeath _____ (describe dollar amount, property to be given, or proportion of your residuary estate) to the Homer Foundation (EIN# 92-0139183), a tax exempt organization under IRC Section 501(c)(3), to be added to the _____ Fund, a component fund of the Homer Foundation, and I direct that this bequest become part of this Fund.

Bequest to Create a Field of Interest Fund (minimum \$10,000)

I bequeath _____ (describe dollar amount, property to be given, or proportion of your residuary estate) to the Homer Foundation (EIN# 92-0139183), a tax exempt organization under IRC Section 501(c)(3), to establish the _____ Fund, a component fund from which grants are to be made preferably for the following purpose
_____. (Examples: care of the hungry and/or homeless, programs aiding children, protection of the environment, arts programs, etc.)

Bequest to Create a Donor Advised Fund (minimum \$10,000)

I bequeath _____ (describe dollar amount, property to be given, or proportion of your residuary estate) to the Homer Foundation (EIN# 92-0139183), a tax exempt organization under IRC Section 501(c)(3), to establish the _____ Fund, a component fund from which grants are to be made from time to time. I direct that a Donor Advisor, _____ be appointed to make recommendations concerning grants from the Fund, provided the proposed grants are in keeping with the Policy established by the Foundation. I recognize that these recommendations may be accepted or rejected, in whole or in part, by the governing board in its sole discretion.

Bequest to Create a Scholarship Fund (minimum \$10,000)

I bequeath _____ (describe dollar amount, property to be given, or proportion of your residuary estate) to the Homer Foundation (EIN# 92-0139183) a tax exempt organization under IRC Section 501(c)(3), to establish the _____ Scholarship Fund, a component fund from which scholarships are to be made annually. I request that the following criteria be considered when awarding scholarships: (Qualifications of applicants, which may include: technical training, field of study, to attend a specific university GPA/extra-curricular activities, High School graduation from _____, etc.)

More Question?

If you have any questions about bequests to the Homer Foundation, please contact us at 907-235-0541, email info@homerfoundation.org or stop by the office. We can be found at 3733 Ben Walters Lane, Suite 4, Homer, Alaska.

Please Indicate the Name of your Fund

e.g. Smith Family Fund, Kachemak Bay Fund, etc.

What purpose or aspect of community life will your field of interest fund support?

e.g. health and human services, education, sports and recreation, environmental protection, etc.

Founding Donor 1

Name

Title or Salutation

Organization (if applicable)

Mailing Address

City

State

ZIP

Phone

E-mail address

Founding Donor 2 (optional)

Name

Title or Salutation

Organization (if applicable)

Mailing Address

City

State

ZIP

Phone

E-mail address

Fund Recognition

The Foundation will use the Fund name for grants and in Foundation materials and publications

Gifts to Establish Fund**Total amount**

- ☐ Check payable to the Homer Foundation
- ☐ Marketable securities
- ☐ Mutual funds
- ☐ Real Estate
- ☐ IRA/retirement plan/insurance policy
- ☐ Will/bequest/trust
- ☐ Other (Please describe)

Any description of gifts (optional)

This Fund is an Endowed Fund, meaning the fund will be permanent; it will be invested to provide an annual amount that will be spent to carry out the fund's charitable purpose in perpetuity.

Please see our Investment and Spending policy for more information.

I have included a gift to the Fund at the Homer
Foundation in my estate plan.

Consider a Gift to Support the Homer Foundation

The Foundation's operating expenses are covered through our own operating fund . We invite you to consider a contribution to the ***Aquila Fund***, the Homer Foundation Operating Endowment Fund, to support the Foundation's operations. Your gift will ensure that the Foundation will continue to be responsive to community needs and work toward expanding philanthropy in our region. If you would like to support the ***Aquila Fund***, please select one of these two options

- ☐ _____ % or \$ _____ annually
- ☐ One time gift of \$ _____

Please tell us how you learned about the Homer Foundation

- ☐ My professional advisor _____
- ☐ Current fundholder _____
- ☐ Foundation Board/Former Board _____
- ☐ Foundation Staff/Visibility _____
- ☐ Website _____
- ☐ Mailing _____
- ☐ Other _____

Special Instructions

Please provide any additional or instructions pertaining to your Fund.

TERMS AND CONDITIONS

Tax Status of Contribution

Funds established at the Homer Foundation ("Foundation") are component funds of the Foundation, a Section 501(c)(3) public benefit corporation. All contributions to the Foundation's funds are treated as gifts to a Section 501(c)(3) public charity and are tax-deductible, to the extent allowed by law, subject to individual and corporate limitations. Acceptance of all gifts is subject to the provisions of the Foundation's Gift Acceptance Policy. Any assets contributed to funds at the Foundation, once accepted by the Board of Trustees of the Foundation, represent unconditional and irrevocable gifts and are not refundable. Legal control and responsibility for the funds rest with the Foundation.

Variance Power

All funds established at the Foundation are subject to the Foundations "variance power," as set forth in its Bylaws. Variance power grants the Foundation's Board of Trustees the power to modify any condition or restriction on the distribution of funds for any specified charitable purpose or purposes, or to a specified organization or organizations if, in its sole judgement (without the necessity of the approval of any other party), such restriction or condition becomes, in effect, unnecessary, incapable of fulfillment, or inconsistent with the charitable needs of the community or area served by the Foundation.

Investment of Assets

All assets contributed to funds established at the Foundation are invested in the Foundation's investment pools and are managed in accordance with the Foundation's Investment and Spending Policy (ISP). A copy of the Foundation's current Investment and Spending Policy Statement is available upon request.

For the purposes of investments, the Foundation does not segregate the assets of any single fund from the assets of the Foundation's other component funds, but will keep a separate account of the fund's assets, and the fund's proportionate share of all investment gains or losses applied to the fund. In establishing a fund, the donor acknowledges that the investments in the fund are subject to market and interest rate fluctuations. All investment returns are reported net of all investment fees. Fund holders shall receive quarterly Fund Activity Reports.

Fund Minima

The minimum funding amount is \$10,000. "Acorn" Funds may be established with less than the required minimum provided that the minimum is met within two years' of the fund's establishment; grants may not be made from funds until the required minimum is achieved. An Acorn Fund that fails to meet the minimum balance within the twenty-four month timeframe will be folded into the Homer Foundation's designated endowment fund, the Aquila Fund, at the discretion of the Board of Trustees.

Spending Rules

The spending policy for endowed funds, contained in the Investment and Spending Policy (ISP), utilizes a formula to determine the amount available to grant from a fund each year. It is designed to maintain a level of current spending while preserving the endowment in order to support future spending. The Foundation shall appropriate for expenditure, for the purposes for which the Fund is established, so much of the Fund as the Foundation deems prudent, in accordance with the Uniform Prudent Management of Institutional Funds Act (UPMIFA) (as amended from time to time) and the Spending Policy adopted by the Foundation (as amended from time to time).

Grant Disbursements

Grants may be made to any 501(c)(3) organization or verified charitable entity (e.g., schools, colleges and universities, religious institutions, town and municipal governments, police departments, etc.) located in the United States. The Foundation may also provide expenditure responsibility for grants to non 501(c)(3) entities providing the project is consistent with the Foundation's charitable purposes. Grant recipients receive their check and award letter from the the Foundation recognizing the Fund from which the award is made.

Restrictions on Grants

In compliance with the Internal Revenue Code, grants are not permitted for non-charitable purposes; for political contributions or to support political campaign activities; or for any purpose that would provide benefits, goods or services to a Donor to the Fund or other related parties.

Fund-raising

Additional gifts may be made directly to a fund at any time. Fund-raising for a Fund held by the Foundation must be approved and adhere to the Foundation's guidelines for donor initiated fund-raising.

Advisors and Representatives

The Founding Donor (s) of a Field of Interest Fund may serve as a Fund Representative to access information on the Fund and receive financial statements. A Founding Donor may serve on the grant review selection committee and/or recommend other individuals to serve, but the Donor may not control the committee; the total representation by the Donor and individuals serving at the recommendation of the Donor must be less than 50% of the total committee. The committee structure for grants to individuals and other annual grants programs will be reviewed and approved by the Foundation in advance of each grant cycle.

Policies

The undersigned have received and agree to the foregoing terms and conditions and to Foundation policies referred to herein.

Indemnity

In consideration of the Foundation's creating a Fund at the request of the undersigned individual(s) or entity and for other good and valuable consideration, the undersigned hereby agree to indemnify and hold harmless the Foundation against any liability, cost, or expense which the Foundation may incur by reason of its acting upon instructions or recommendations given to the Foundation by any of the undersigned or by persons authorized to make recommendations with regard to the Fund.

Donor Acknowledgement and Signatures

I acknowledge that I have read the Homer Foundation Terms and Conditions and agree to the fees, terms, and conditions described therein. I understand that any contribution, once accepted by the Foundation's Board of Trustees, represents an irrevocable gift to the Homer Foundation. The Foundation's Board of Trustees have variance power under IRS regulations, and this gift is not refundable to me.

I hereby certify, to the best of my knowledge, all information presented in connection with this form is accurate, and I will notify the Homer Foundation promptly of any changes.

Founding Donor 1

Signature

Date**Founding Donor 2**

Signature

Date**Homer Foundation Acceptance**

Accepted this _____ day of _____ 2019

Authorized Signature

Print Name

Title

Date

Connecting generosity to community need

Physical Address
3733 Ben Walters, suite 4
Homer, AK 99603
907.299.3842
www.homerfoundation.org
info@homerfoundation.org

Homer Foundation Responses

Kate Finn and Dave Berry spoke with Mike Miller 9/13/19

1. Tell me a bit about your foundation.

Homer Foundation was created in 1991. It's the oldest community foundation in Alaska. They currently have about \$2.5 million invested in a variety of funds. Ken Castner was at one time chairman of HF's board. The fiscal year runs July 1 to June 30.

The current manager, Mike Miller, has been in the position since June. He has also worked for the Food Bank of Alaska, for Campfire, and for a variety of municipal positions in Wisconsin. NOTE: An endowment fund set up for a city agency would have to be designated as a "Field of Interest Fund" rather than an "Agency Endowment Fund," because the city is not a 501(c)3. We would have to carefully designate the field of interest as "library operations" and be specific about how the money can be spent.

- a. What are the goals of your foundation?
- b. What sort of funds do you manage? Do you have experience with endowments?

They manage several endowments, including one for the City of Homer. Funds are managed by Vanguard since about 2 years ago; they used to be managed in-house, but results were highly variable and they sometimes lost money. Last year they earned 6.53%. They have also managed different types of funds, such as a maintenance fund for Kachemak City and the grants program for the City of Homer. All funds are pooled into a single investment and then interest is doled out proportionally.

- c. What geographic area do you serve?

2. What is your process for accepting donations? Can you handle online or automatic debit transactions?

Online transactions are easy. Direct debit is harder but possible—it requires coordination with the HF office.

3. What types of donations can you accept? If someone offers a non-cash donation, how do you handle it?

The board will consider non-cash donations, but there has to be some due diligence before they decide to accept it. It is then liquidated immediately.

4. What is the minimum investment required to set up an endowment fund?

A starter fund can begin with \$2,500, but it must reach \$10,000 within two years. If the fund fails to reach that target, the money is forfeited to HF.

5. Is there a minimum size for contributions?

No.

6. What is your investment strategy? How do you balance risk vs. returns? What percentage of your investments are in stocks vs. bonds?

30% bonds, 70% stocks.

7. What are your fees?

HF doesn't charge any administration fees, though it might in future. Vanguard fees are divided proportionally among all the funds. This is taken out of the spendable portion, not the principal (ie it's taken off the top). Typically around 1%.

8. What is the structure of the endowment agreement?

~~HF will only consider an "agency fund" (i.e. an endowment fund).~~ The library would have to have a "Field of Interest Fund," which is essentially the same as an "Agency Endowment Fund." They don't do non-endowment funds except for maintenance funds, which is a completely different structure. The HF board has variance powers, meaning that in theory they could do whatever they want with the money, but in practice they work closely with agencies to align with their interests.

a. Can we make withdrawals from the principal, or only the interest?

Interest only.

b. What is your formula for calculating disbursements?

Based on a rolling average of 8 consecutive quarters. Every year the HF board sets a maximum spendable amount (typically around 4%) called the ATS. If the fund earns more than that, the excess can be included in a disbursement or reinvested.

c. Who can make withdrawals or disbursements?

The HF board authorizes disbursements. The library director submits a form indicating how much of the annual interest should be disbursed; it can be any amount up to the ATS. These stated preferences remain in effect until changed, so a new form does not have to be submitted each year.

d. How often can withdrawals be made?

Once a year, usually in September.

e. Is there a limit on withdrawal amounts?

Any amount up to the ATS.

f. How often do you create financial statements?

Quarterly.

g. If we are dissatisfied with the performance of the fund, is it possible to terminate the agreement?

No.

9. Do you carry insurance?

No. A small amount of HF's funds are held in FDIC-insured accounts with FNBA.

10. May we contact some references or current customers?

Yes. See the Homer Food Pantry, Bunnell Arts, City of Homer, Kachemak City.

11. May we see your Form 990 and audited financial statements? [Form 990 is an IRS document on which a tax-exempt entity must report numerous details about its organization and financial status.]

We have all this.

12. What is your relationship with the Alaska Community Foundation?

HF is independent of ACF, with its own board and money management, in order to preserve its flexibility. They cooperate quite a bit, and HF has a fund invested in ACF after Rasmuson Foundation gave them a matching grant to set it up.

13. Do you invest in socially-responsible funds?

40% of all funds are held in “social funds.” The remaining 60% are in bonds and international funds, which do not offer socially-responsible giving as an option.

14. What happens if there is a negative return on the investment? Is there a requirement to make up the shortfall?

Entire fund is tied to market. Forward-funded for one year. There is no official policy of “holding harmless,” so if principal declines, disbursements decline. The library would not be required to make up any shortfall.

15. What is the Better Business Bureau rating for this investment manager?

C+

OTHER INFORMATION:

- Charity Navigator Listing:
<https://www.charitynavigator.org/index.cfm?bay=search.profile&ein=920139183>
- Accredited by National Standards for U.S. Community Foundations?
Yes.

Library Endowment Fund Proposal to Homer City Council

Presented by the Library Advisory Board

January 13, 2020



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Proposal for a Library Endowment Fund

Background

The people of Homer and the surrounding areas have been extraordinarily generous in their support for the Homer Public Library. The library continues to receive donations of materials, time and money in support of library operations.

Article II, Section 4 of the City of Homer Library Advisory Board (LAB) Bylaws states that the LAB shall “Solicit donations of money and/or property for the benefit of the library.” The LAB is eager to increase support of the library through major gifts but finds that the current gift acceptance policy is inadequate to efficiently accept and manage large gifts.

A review of best practices of other public libraries, within Alaska and beyond, shows that it is essential to plan in advance of such gifts, since a large and unexpected donation can create management headaches and lead to a rushed, inefficient structure for administering the donation.

To prepare for solicitation of major gifts, the LAB recommends that the City of Homer adopt a common best practice and create a designated Library Endowment Fund to invest and grow donations to the library. Such a fund would benefit the City in several ways:

- It earns interest, which donations currently do not.
- It provides a stream of income which is not reliant on taxation.
- It inspires donor confidence that their donations will be handled transparently and effectively.
- It ensures donations are used for quality local library services as donors intend.

Current Status of Library Endowment Funds across Alaska

Public library systems in Seward, Fairbanks, Juneau, Petersburg and Sitka all have endowment funds, as do a number of public library systems in the Lower 48. These funds typically fall into two categories: 1) the fund is managed by the city government, and 2) it is managed by a designated nonprofit organization, typically a community foundation.

All the city-managed funds we have encountered so far were created after-the-fact, when the city suddenly received a gift they didn’t know how to process. Managing an investment fund is an awkward fit for a city finance office and returns are often relatively low. Non-cash donations are also extremely complicated to liquidate or administer, which creates a significant added burden on city staff.

Having consulted with librarians and fund managers in a variety of places, we believe the best course of action is to partner with a community foundation. This approach offers numerous advantages:

- As a 501(c)3 organization, a community foundation is able to accept grants and donations that a municipality may not.
- Donations to a 501(c)3 organization are tax-deductible.
- City staff are spared the burden of managing the fund.
- Community foundations have greater freedom to manage their investments and typically achieve higher returns than funds managed directly by a city.
- The foundation is equipped to handle non-cash donations, such as stocks, real estate, trusts and other unusual goods, which would create significant administrative costs for the City.
- Donations can be accepted online.
- Donations and donors are immediately recognized and acknowledged; donors become part of an ongoing relationship.
- The library would receive an annual, predictable distribution (typically 4%) or can choose to maximize fund growth by reinvesting in the principal.

Intended Use of Library Endowment Funds

A Library Endowment Fund will provide an additional, predictable revenue stream to help provide quality library services over time. Examples of potential uses include, but are not limited to:

- Acquisition or replacement of library materials
- Acquisition or replacement of library equipment
- Start up or maintenance of a library service
- Facility improvements

Funds would not be used for personnel costs such as salaries, benefits, travel and training.

Recommendation to the Homer City Council

“We recommend that the Homer City Council endorse the creation of a Library Endowment Fund. The fund will concentrate on the long term by growing its principal and providing a steady stream of revenue to support library operations in the future.”

Library Advisory Board

December 10, 2019

Advice on Library Endowment Funds

Shared By Librarians in Alaska, Oregon, Michigan, & a Michigan Fund Manager

The best procedure for handling large and complicated gifts is to set up an endowment fund with a community foundation. This arrangement offers four key advantages:

1. The administrative burden on City staff is minimal.
2. Community foundations usually achieve higher returns than funds managed by city personnel.
3. As a nonprofit charity, a community foundation is able to accept donations from outside grantors as well as individuals.
4. Donations to a community foundation are tax-deductable, which is attractive to donors.

When it comes to setting up the fund, some key things to remember:

- Make it easy to donate: You must be able to accept payments online.
- Provide simple and clear guidance to donors, without a lot of legalese; make certain you recognize donors and show your appreciation.
- Whenever you get donations of stocks, real estate or other physical property, liquidate it immediately and put the money into the fund. Donated stocks are typically worth very little and the administration is a hassle.
- There will probably be a minimum amount needed to start up the fund; a challenge grant is a great way to get started.
- Most donations are small, in the range of \$100. The Juneau Public Library estimates they receive one large donation about every 3-5 years.
- If at all possible, try to prevent donors from placing restrictions on how money can be spent.
- There is a variety of management structures: some libraries leave all administration to the foundation while others have a board consisting of the library director and a few other representatives.
- Some funds allow withdrawals from the principal, others don't. Pay close attention to the terms of the agreement between the city and the foundation.

The Homer Foundation (THF)

Discussion Notes with Mike Miller at THF from September 13, 2019

1. Tell me a bit about your foundation.

Homer Foundation was created in 1991. It's the oldest community foundation in Alaska. They currently have about \$2.5 million invested in a variety of funds. Ken Castner was at one time chairman of HF's board. The fiscal year runs July 1st to June 30th. The current manager, Mike Miller, has been in the position since June. He has also worked for the Food Bank of Alaska, Campfire, and for a variety of municipal positions in Wisconsin.

Note: An endowment fund set up for a city agency would have to be designated as a "Field of Interest Fund" rather than an "Agency Endowment Fund" because the City is not a 501(c)3. We would have to carefully designate the field of interest as "library operations" and be specific about how the money can be spent.

2. What sort of funds do you manage? Do you have experience with endowments?

They manage several endowments, including one for the City of Homer. Funds are managed by Vanguard since about 2 years ago; they used to be managed in-house, but results were highly variable and they sometimes lost money. Last year they earned 6.53%. They have also managed different types of funds, such as a maintenance fund for Kachemak City and the grants program for the City of Homer. All funds are pooled into a single investment and then interest is doled out proportionally.

Update 11/25/19: THF is also in the process of creating an option for non-endowed funds.

3. What is your process for accepting donations? Can you handle online or automatic debit transactions?

Online transactions are easy. Direct debit is harder but possible; requires coordination with THF office.

4. What types of donations can you accept? If someone offers a non-cash donation, how do you handle it?

THF board will consider non-cash donations, but there has to be some due diligence before they decide to accept it. It is then liquidated immediately.

5. What is the minimum investment required to set up an endowment fund?

A starter fund can begin with \$2,500, but it must reach \$10,000 within two years. If the fund fails to reach that target, the money is forfeited to THF.

6. Is there a minimum size for contributions?

No.

7. What is your investment strategy? How do you balance risk vs. returns? What percentage of your investments are in stocks vs. bonds?

30% bonds, 70% stocks.

8. What are your fees?

THF doesn't charge any administration fees, though it might in future. Vanguard fees are divided proportionally among all the funds. This is taken out of the spendable portion, not the principal (ie it's taken off the top). Typically around 1%.

9. What is the structure of the endowment agreement?

The library would have to have a "Field of Interest Fund," which is essentially the same as an "Agency Endowment Fund" but for entities that aren't a 501(c)3. They don't have non-endowment funds except for maintenance funds, which is a completely different structure. THF board has variance powers, meaning that in theory they could do whatever they want with the money, but in practice they work closely with agencies to align with their interests.

a. Can we make withdrawals from the principal, or only the interest?

Interest only.

b. What is your formula for calculating disbursements?

Based on a rolling average of 8 consecutive quarters. Every year the HF board sets a maximum spendable amount (typically around 4%) called the ATS. If the fund earns more than that, the excess can be included in a disbursement or reinvested.

c. Who can make withdrawals or disbursements?

The HF board authorizes disbursements. The library director submits a form indicating how much of the annual interest should be disbursed; it can be any amount up to the ATS. These stated preferences remain in effect until changed, so a new form does not have to be submitted each year.

d. How often can withdrawals be made?

Once a year, usually in September.

e. Is there a limit on withdrawal amounts?

Any amount up to the ATS.

f. How often do you create financial statements?

Quarterly.

g. If we are dissatisfied with the performance of the fund, is it possible to terminate the agreement?

No.

10. Do you carry insurance?

No. A small amount of THF's funds are held in FDIC-insured accounts with FNBA.

11. May we contact some references or current customers?

Yes. See the Homer Food Pantry, Bunnell Street Arts, City of Homer, Kachemak City.

12. May we see your Form 990 and audited financial statements? [Form 990 is an IRS document on which a tax-exempt entity must report numerous details about its organization and financial status.]

We have all this.

13. What is your relationship with the Alaska Community Foundation?

THF is independent of ACF, with its own board and money management, in order to preserve its flexibility. They cooperate quite a bit, and THF has a fund invested in ACF after Rasmussen Foundation gave them a matching grant to set it up.

14. Do you invest in socially-responsible funds?

40% of all funds are held in "social funds." The remaining 60% are in bonds and international funds, which do not offer socially-responsible giving as an option.

15. What happens if there is a negative return on the investment? Is there a requirement to make up the shortfall?

Entire fund is tied to market. Forward-funded for one year. There is no official policy of "holding harmless," so if principal declines, disbursements decline. The library would not be required to make up any shortfall.

16. What is the Better Business Bureau (<https://www.bbb.org>) rating for this investment manager?

Vanguard: A

17. How does the Homer Foundation deal with donors who wish to place restrictions upon their donation or designate it for a specific purpose?

If you donate to the fund, you are endorsing the purpose of that fund, but the board of trustees of THF always has absolute variance powers. If the donor insists on a particular use, the board will try to follow the donor's intent, as long as it falls within the uses specified in the contract signed at the time the fund was created. THF will communicate to the donor that they can pass along specific instructions, but it is ultimately up to the recipient of the earnings to decide how to spend the money. It would be very difficult to track the spending for every individual donor, so the foundation generally doesn't.

18. Charity Navigator Listing:

<https://www.charitynavigator.org/index.cfm?bay=search.profile&ein=920139183>

19. Accredited by National Standards for U.S. Community Foundations?

Yes.

Comments from Current THF Clients

1. Why did you choose this foundation when you established your fund?

CLIENT 1: Everyone on the board at the time was supportive; we had a windfall of money left over from an earlier project. The board really wanted to create an endowment and there really was no alternative foundation available.

CLIENT 2: By and large, because it's the local player. We did consider ACF, but we have such heavy community connections here it would have been hard to justify going with them. It was also a longstanding goal to partner with THF so it seemed like a given.

2. Is your fund subject to any special restrictions as far as withdrawals, spending purposes, etc.?

CLIENT 1: Once the principal is locked in, it can't be touched, which annoys the board. You can only get a disbursement once a year. You need a pretty big pot to make a real difference. When disbursement is issued, you can do whatever you want with it.

CLIENT 2: No. The basic setup is, it takes \$10,000 to open the endowment, and then you can either choose to reinvest or take disbursements. Once that's disbursed, it goes to us as part of our nonprofit. Maybe the FHL could act as a fiscal agent, rather than the city? I try to discourage the creation of another nonprofit.

3. Have you been generally satisfied with this foundation?

CLIENT 1: Oh, yeah. It's a symbiotic relationship, since they do a whole bunch for us; they give us grants, we get to keep money in the community. Joy Stewart is fabulous. When I redid my will, we considered a number of nonprofits, and legal advice was that THF is a really solid, long-lasting foundation.

CLIENT 2: To be quite honest, I would say neutral. We've always had a struggle between raising money to use now vs. putting it away for a rainy day, especially when all nonprofits are not guaranteed to exist in perpetuity. We needed an operating reserve to prepare for emergencies, like budget cuts, so that's where more of our energy has gone. We haven't really been actively pursuing trusts and wills. When you get to the point of being really stable, when you know you'll be around for 50 years or so, then you can look at long-term investing. THF has been through quite a big change recently. For a while there, their investment strategy went against the market. The board has changed that in the last couple of years, and we're starting to see some growth. The current strategy is more about growth than earnings. I think THF has gained maturity, so I'm optimistic about them, and thinking more about actively pursuing the endowment. Once you give money to the THF, it's not really yours anymore.

4. What has been the best experience about partnering with this foundation?

CLIENT 1: The fact that they're so receptive. They sometimes seek us out to tell us about grant opportunities. They're real supporters of the library, too, so that benefits you.

CLIENT 2: We also apply for grants with them, and that part of the THF is great, they have a quick turnaround, they have a good process and really meet the need. The personnel are wonderful and they take the time to understand the nonprofit world around here. It's great to see the disbursement money in our bottom line.

5. What's the worst experience?

CLIENT 1: We don't really have any.

CLIENT 2: The way it was two or three years ago, our endowment was losing money and there was nothing we could do. The accounting at the time was irregular, their quarterly statements didn't always get issued on time. They were starving on staff in order to make more grants. I'm excited about the new admin assistant, the forms are clearer, the investment strategy is better.

6. Is there anything else we should know?

CLIENT 1: Be aware that donations made to the endowment fund can compete with donations made elsewhere, so consider the effect on other organizations—not that that should be a major consideration in your decision.

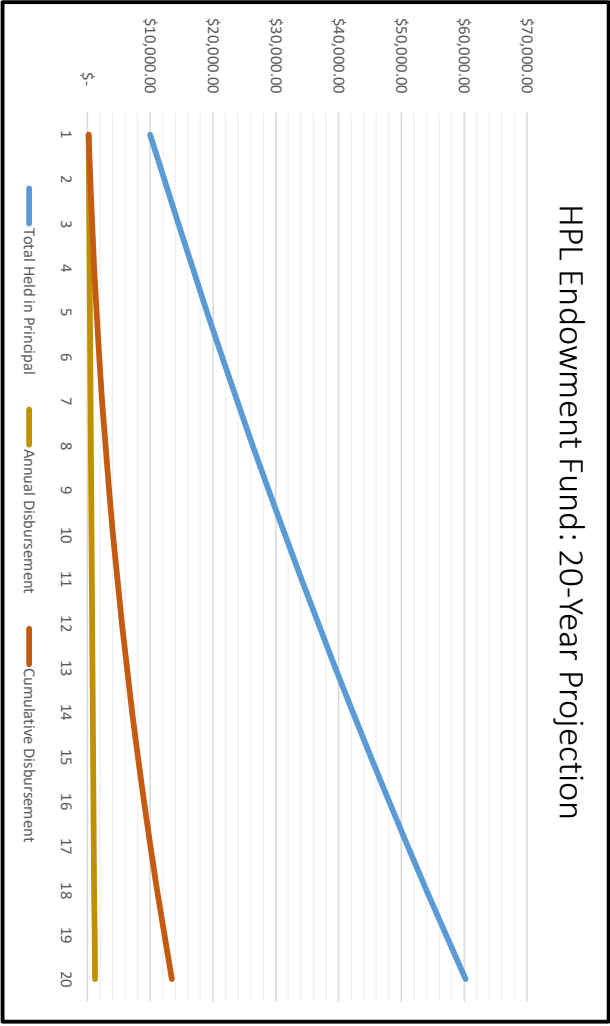
CLIENT 2: You have an interesting situation. Mike Miller seems like a great new director and the board seems strong. Politically, you will have a very hard time with investing in ACF, because we value investing in our local area.

Starting contribution:	\$ 10,000.00
Annual contributions:	\$ 2,000.00
Market return:	5.00%
- Inflation proofing:	2.00%
- Administration fees:	1.00%
= Disbursement rate:	2.00%

Low Estimate

(\$2k Annual Contributions, 5% Market Rate)

Years After Initial Contribution	Total Held in Principal	Annual Disbursement	Cumulative Disbursement
1	\$ 10,000.00	\$ 200.00	\$ 200.00
2	\$ 12,200.00	\$ 244.00	\$ 444.00
3	\$ 14,444.00	\$ 288.88	\$ 732.88
4	\$ 16,732.88	\$ 334.66	\$ 1,067.54
5	\$ 19,067.54	\$ 381.35	\$ 1,448.89
6	\$ 21,448.89	\$ 428.98	\$ 1,877.87
7	\$ 23,877.87	\$ 477.56	\$ 2,355.42
8	\$ 26,355.42	\$ 527.11	\$ 2,882.53
9	\$ 28,882.53	\$ 577.65	\$ 3,460.18
10	\$ 31,460.18	\$ 629.20	\$ 4,089.39
11	\$ 34,089.39	\$ 681.79	\$ 4,771.17
12	\$ 36,771.17	\$ 735.42	\$ 5,506.60
13	\$ 39,506.60	\$ 790.13	\$ 6,296.73
14	\$ 42,296.73	\$ 845.93	\$ 7,142.66
15	\$ 45,142.66	\$ 902.85	\$ 8,045.52
16	\$ 48,045.52	\$ 960.91	\$ 9,006.43
17	\$ 51,006.43	\$ 1,020.13	\$ 10,026.56
18	\$ 54,026.56	\$ 1,080.53	\$ 11,107.09
19	\$ 57,107.09	\$ 1,142.14	\$ 12,249.23
20	\$ 60,249.23	\$ 1,204.98	\$ 13,454.21



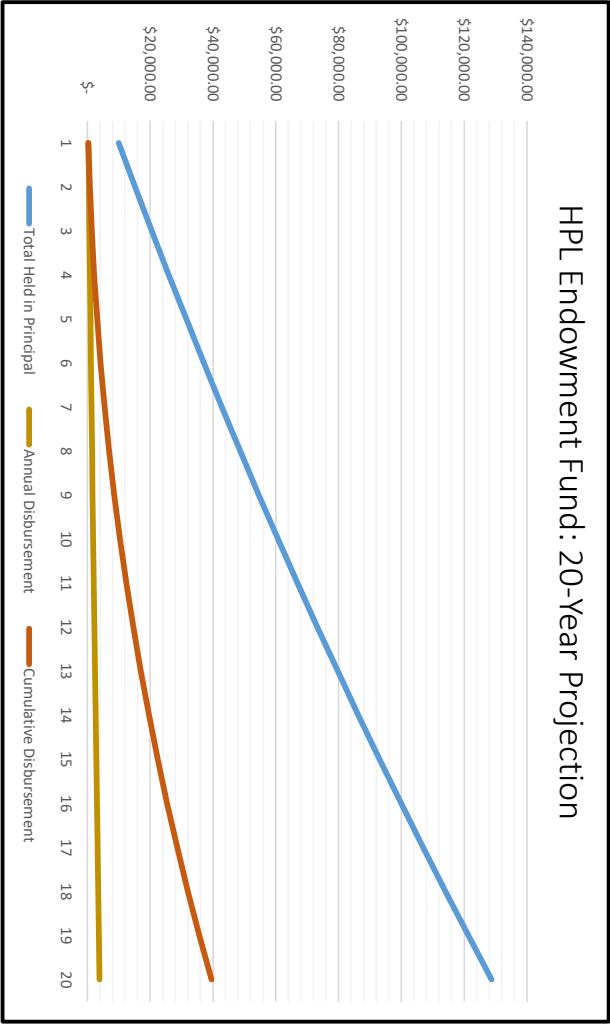
Compare with Wyoming Community Foundation's Endowment Calculator (<https://wycf.org/endowment-calculator>) and Investor.gov (<https://www.investor.gov/additional-resources/free-financial-planning-tools/compound-interest-calculator>)

Starting contribution:	\$ 10,000.00
Annual contributions:	\$ 5,000.00
Market return:	6.00%
- Inflation proofing:	2.00%
- Administration fees:	1.00%
= Disbursement rate:	3.00%

Medium Estimate

(\$5k Annual Contributions, 6% Market Rate)

Years After Initial Contribution	Total Held in Principal	Annual Disbursement	Cumulative Disbursement
1	\$ 10,000.00	\$ 300.00	\$ 300.00
2	\$ 15,200.00	\$ 456.00	\$ 756.00
3	\$ 20,504.00	\$ 615.12	\$ 1,371.12
4	\$ 25,914.08	\$ 777.42	\$ 2,148.54
5	\$ 31,432.36	\$ 942.97	\$ 3,091.51
6	\$ 37,061.01	\$ 1,111.83	\$ 4,203.34
7	\$ 42,802.23	\$ 1,284.07	\$ 5,487.41
8	\$ 48,658.27	\$ 1,459.75	\$ 6,947.16
9	\$ 54,631.44	\$ 1,638.94	\$ 8,586.10
10	\$ 60,724.07	\$ 1,821.72	\$ 10,407.82
11	\$ 66,938.55	\$ 2,008.16	\$ 12,415.98
12	\$ 73,277.32	\$ 2,198.32	\$ 14,614.30
13	\$ 79,742.87	\$ 2,392.29	\$ 17,006.59
14	\$ 86,337.72	\$ 2,590.13	\$ 19,596.72
15	\$ 93,064.48	\$ 2,791.93	\$ 22,388.65
16	\$ 99,925.77	\$ 2,997.77	\$ 25,386.42
17	\$ 106,924.28	\$ 3,207.73	\$ 28,594.15
18	\$ 114,062.77	\$ 3,421.88	\$ 32,016.04
19	\$ 121,344.02	\$ 3,640.32	\$ 35,656.36
20	\$ 128,770.90	\$ 3,863.13	\$ 39,519.48



Compare with Wyoming Community Foundation's Endowment Calculator (<https://wycf.org/endowment-calculator>) and Investor.gov (<https://www.investor.gov/additional-resources/free-financial-planning-tools/compound-interest-calculator>)

Starting contribution: \$ 10,000.00

Annual contributions: \$ 8,000.00

Market return: 7.00%

- Inflation proofing: 2.00%

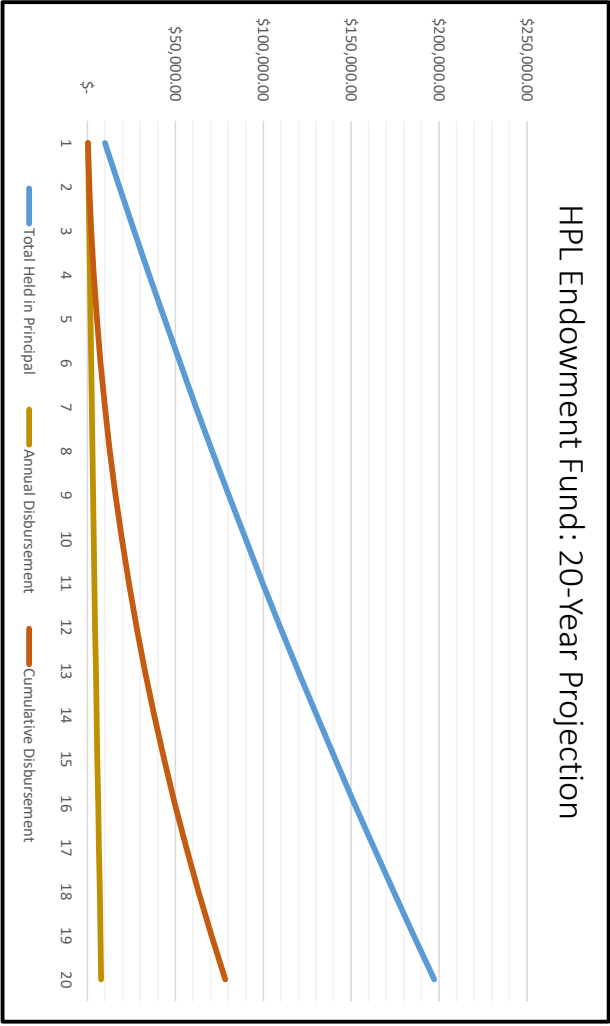
- Administration fees: 1.00%

= Disbursement rate: 4.00%

High Estimate

(\$8k Annual Contributions, 7% Market Rate)

Years After Initial Contribution	Total Held in Principal	Annual Disbursement	Cumulative Disbursement
1	\$ 10,000.00	\$ 400.00	\$ 400.00
2	\$ 18,200.00	\$ 728.00	\$ 1,128.00
3	\$ 26,564.00	\$ 1,062.56	\$ 2,190.56
4	\$ 35,095.28	\$ 1,403.81	\$ 3,594.37
5	\$ 43,797.19	\$ 1,751.89	\$ 5,346.26
6	\$ 52,673.13	\$ 2,106.93	\$ 7,453.18
7	\$ 61,726.59	\$ 2,469.06	\$ 9,922.25
8	\$ 70,961.12	\$ 2,838.44	\$ 12,760.69
9	\$ 80,380.35	\$ 3,215.21	\$ 15,975.91
10	\$ 89,987.95	\$ 3,599.52	\$ 19,575.42
11	\$ 99,787.71	\$ 3,991.51	\$ 23,566.93
12	\$ 109,783.47	\$ 4,391.34	\$ 27,958.27
13	\$ 119,979.14	\$ 4,799.17	\$ 32,757.44
14	\$ 130,378.72	\$ 5,215.15	\$ 37,972.59
15	\$ 140,986.29	\$ 5,639.45	\$ 43,612.04
16	\$ 151,806.02	\$ 6,072.24	\$ 49,684.28
17	\$ 162,842.14	\$ 6,513.69	\$ 56,197.96
18	\$ 174,098.98	\$ 6,963.96	\$ 63,161.92
19	\$ 185,580.96	\$ 7,423.24	\$ 70,585.16
20	\$ 197,292.58	\$ 7,891.70	\$ 78,476.86



Compare with Wyoming Community Foundation's Endowment Calculator (<https://wycf.org/endowment-calculator>) and Investor.gov (<https://www.investor.gov/additional-resources/free-financial-planning-tools/compound-interest-calculator>)

**CITY OF HOMER
HOMER, ALASKA**

Venuti/Aderhold

ORDINANCE 20-XX

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
CREATING A LIBRARY ENDOWMENT FUND.

WHEREAS, The Homer City Council is empowered to manage and allocate funds for the operation of City departments, including the public library; and

WHEREAS, The City Council recognizes the need to provide long-term support for the library's collections and services; and

WHEREAS, The City Council wishes to provide a mechanism whereby members of the general public and other grantors may provide financial assistance to support those same collections and services; and

WHEREAS, The Library Advisory Board recommends creating a Library Endowment Fund to "solicit donations of money and/or property for the benefit of the Library," in accordance with Article II, Section 4 of the Board's bylaws; and

WHEREAS, Many public library systems across the nation, including those in Fairbanks, Juneau, Petersburg, Seward and Sitka, have demonstrated that an endowment fund is a simple and effective means of accommodating such financial assistance.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. Homer City Code 2.48: PUBLIC LIBRARY, is hereby amended to create a Library Endowment Fund.

Section 2. A Library Endowment Board shall be created, consisting of:

- a. The Library Director
- b. One member of the Library Advisory Board, selected by that board. Said member shall remain on the Library Endowment Board for the duration of his or her term on the Library Advisory Board, unless the Library Advisory Board votes to remove and replace that individual.
- c. One member of the general public, residing within the library's service area. Said member shall be appointed by the Mayor and confirmed by City Council for a term of 3 years.

Section 3. The Library Endowment Fund shall be a "Field of Interest Fund," held within The Homer Foundation and administered by them in accordance with their existing policies.

Section 4. The earnings derived from the Library Endowment Fund shall be paid to the City on a regular schedule, and the Library Endowment Board shall be authorized to appropriate these earnings for the following purposes:

- a. Purchase of materials for inclusion in the library's collection
- b. Purchase or upgrading of library equipment
- c. Improvements or repairs to library facilities and services.

Section 5. All monies in the existing Library Gifts fund, account number 803-0000-2711, shall be transferred to the newly-created Library Endowment Fund. These monies are appropriated as follows and the City Manager is authorized to execute the appropriate documents:

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
Revenue XXX-XXX	Library Endowment Fund	\$ X,XXX.XX
Expenditure 803-0000-2711	Library Gifts	\$X,XXX.XX

Section 6. This Ordinance is of a permanent and general character and shall be included in the City Code.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this ____ day of _____, 2020.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

87 Public Hearing:
88 Second Reading:
89 Effective Date:

90

91 Reviewed and Approved as to form and content:

92

93 _____

94 Katie Koester, City Manager

95

96 Date: _____

Michael Gatti, City Attorney

Date: _____

LIBRARY ADVISORY BOARD
REGULAR MEETING
MAY 7, 2019

PROGRAM SURVEY/REQUEST FOR FUNDS FOR SURVEY, AND #4 CONTINUE TO DEVELOP RELATIONSHIPS WITH OTHER KENAI PENINSULA LIBRARY BOARDS.

Boardmember Finn asked for further clarification on Goal #3. Boardmember Peterson gave a report on current relations with other KPB library boards and opined the importance of keeping it/continuing to foster relations. There was discussion on what other communities do, besides having a money-generating program or group like the Friends of the Homer Library.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- B. Planned Giving Program
- i. HCC 2.48.050(e) LAB Powers & Duties Re: Solicitation of Donations
 - ii. HPL Gift Acceptance Policy
 - iii. "Leaving a Legacy through Planned Giving" Webinar Info

Chair Kuszmaul provided a summary on hers and Library Director Berry's meeting with the City Manager to present the idea of establishing a Planned Giving Program. Ms. Kuszmaul shared her opinions on the concept and further identified the next steps to make the program happen:

- Review Library's gift policy
- Review City's gift acceptance policy
- Review best practices for planned giving from other municipalities and library systems
- Draft recommendations for any changes in either library or city policy to facilitate planned giving to the library or other City departments
- Develop a planned giving program for the library
- Implement

KUSZMAUL/PETERSON MOVED TO MOVE FORWARD ON DEVELOPING A PLANNED GIVING PROGRAM FOR THE HOMER PUBLIC LIBRARY.

Library Director Berry provided his comments and support on the need to revise City Code and the gift acceptance policy to include larger gifts, such as large estate donations. Per an inquiry from Boardmember Finn, Mr. Berry further clarified there may be a need to split the policy between small and large gifts. Deputy City Clerk Tussey suggested the board hold a worksession at a later date to further discuss the policy details.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

There was brief discussion on coordinating efforts to work on the program. Ms. Tussey reminded the boardmembers to work directly with the staff person (Mr. Berry) but not together to ensure compliance with the Open Meetings Act.

LIBRARY ADVISORY BOARD
REGULAR MEETING
AUGUST 6, 2019

- ii. Director's Report dated June 30, 2019
- iii. Director's Report dated July 31, 2019
- iv. 2019 YTD Library Use Statistics – Laydown

Library Director Berry provided his staff report, noting the recent events explained in his three staff reports for the months of May, June, and July. He facilitated discussion and responded to questions regarding statistics, concerns over state budget cuts and their effect on the Homer Library, use of the sharps containers at the library, and library staff's participation in an Alaska Humanities Forum workshop on facilitating difficult conversations.

PUBLIC HEARING

PENDING BUSINESS

- A. Planned Giving Program
 - i. Memo from LAB Chair Kuszmaul Re: Library Gift Policy/Planned Giving Program
 - ii. "Leaving a Legacy Through Planned Giving" Webinar Info
 - iii. ALA information on Implementing a Basic Planned Giving Program
 - iv. HCC 2.48.050 Library Advisory Board – Powers & Duties

Chair Kuszmaul shared the information she learned from "Leaving a Legacy through Planned Giving", an online webinar that can provide a common base of understanding on implementing a basic Planned Giving Program. She explained that the first step in implementing such a program is to make sure current gift policy matches Homer City Code, where there are some discrepancies.

There was discussion on interpretations of the existing policy and code, the process for donating to the library and its current challenges, and seeking funds from City Council to utilize professional assistance to help set the program up. Mr. Berry noted that City Council has talked about hiring a City capital assets manager that could assist with a future program if such a person was hired. Ms. Kuszmaul emphasized that this project is long term, and that the LAB can work on it over the following months.

PETERSON/SCHMIDT MOVED THAT THE LAB MOVE FORWARD WITH A PLANNED GIVING PROGRAM.

There was discussion on whether there should be a 6 month time limit. The board agreed that leaving it open would be the best.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- B. Gift Acceptance Policy
 - i. Memo from Library Director Berry Re: Library Gift Acceptance Policy
 - ii. HPL Existing Gift Acceptance Policy

Library Director Berry explained the gift acceptance policy and the discrepancies between what existing policy states, what is in City Code, and what is actually being practiced. He noted that the current policy is relatively good on listing the process of accepting gifts, but essentially says nothing about what to do

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with the donations afterwards. The policy and code are vague on if monetary donations have to be accepted by City Council through an ordinance, or if the Library Director has that authority as outlined in the library's gift acceptance policy that was approved by City Council.

The board discussed their interpretations of existing policy and City Code, and their concerns with how donated funds (given by donors who explicitly wish for it to go to the library) could be re-appropriated by City Council since they oversee the City's budget. The board agreed that the process for the receipt and disposition of gift donations should be more clear and consistent. City Staff clarified verbiage related to selecting a gift acceptance committee and listing out what kind of steps would need to be added to the policy.

Boardmember Peterson suggested the board have a worksession. Discussion ensued on who should attend (such as an attorney and a member of the PARCAC), when it should take place, and what the focus will be on. Deputy City Clerk Tussey said she would follow up with the City Clerk on the appropriate protocol and coordinate with Mr. Berry on when staff will have the worksession materials available.

- C. Library Strategic Plan 2020-2025
- i. Memo from Library Director Berry Re: Library Strategic Plan 2020-2025
 - ii. HPL Strategic Plan 2020-2025 DRAFT

Library Director Berry shared his revisions to the library's 2020-2025 Strategic Plan. The board discussed and directed questions to Mr. Berry regarding the following goals/priorities listed in the plan:

- Increasing public meeting room space or installing a metal gate to allow meetings after library hours
- The library's role during an emergency such as a tsunami
- Promoting databases
- Reaching out to homeschoolers to provide services
- Partnerships with other communities to share resources
- Other short/mid/long term priorities in general

At the request of the board, Mr. Berry agreed to bring a final draft to the September meeting for final approval.

- D. Joint LAB/FHL Fall Soiree Planning
- i. Memo from Library Director Berry Re: Joint LAB/FHL Soiree

Library Director Berry introduced the idea of organizing an event with the Friends of the Homer Library board. The board discussed location and time options and provided feedback to Mr. Berry to share with FHL at their meeting tomorrow.

There was a general consensus that October 4th at 6:30 pm would work for a "fall fling" and to establish the event as an annual occasion, and directing Mr. Berry to share the concept with the FHL board.

NEW BUSINESS



Homer City Hall

491 E. Pioneer Avenue

Homer, Alaska 99603

www.cityofhomer-ak.gov

City of Homer Agenda

**Library Advisory Board Worksession
Tuesday, September 3, 2019 at 3:30 PM
City Hall Cowles Council Chambers**

CALL TO ORDER, 3:30 P.M.

APPROVAL OF AGENDA

DISCUSSION TOPIC(S)

- A. Gift Acceptance Policy
 - i. Memo from Library Director Berry Re: Gift Acceptance Policy
 - ii. Draft Donation Acceptance and Management Policy
 - iii. Draft Donor Recognition Policy
 - iv. Informational Materials Relating to Library Gift Policies
 - v. Informational Materials Related to Existing Homer City Policies

COMMENTS OF THE AUDIENCE (3 minute time limit)

ADJOURNMENT

Next Regular Meeting is TUESDAY, OCTOBER 1, 2019 at 5:30 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

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VOTE: YES: SPRINGER, KUSZMAUL, PETERSON, VERNON, FINN, SCHMIDT

Motion carried.

- B. Library Strategic Plan 2020-2025
- i. Memo from Library Director Re: Draft of Library Strategic Plan
 - ii. Draft Library Strategic Plan 2020-2025 dated 8/27/19

Chair Kuszmaul introduced the most recent draft of the Library Strategic Plan and called for a motion.

PETERSON/SCHMIDT TO APPROVE THE AMENDED 2020-2025 STRATEGIC PLAN FOR THE HOMER PUBLIC LIBRARY.

Chair Kuszmaul requested to suspend the rules to allow public comment during the discussion. There was general consensus from the board to allow it.

Library Director Berry explained the changes that he made to the strategic plan. He included suggested amendments from the board and input from library staff. There were brief questions for clarification from the board on the draft.

VOTE: YES: SCHMIDT, SPRINGER, PETERSON, VERNON, FINN, KUSZMAUL

Motion carried.

- C. Library Gift Policy (see Sept. 3, 2019 Worksession Packet for Materials)

Chair Kuszmaul gave a short overview of what the board accomplished in their earlier worksession and called for a motion to take action on what was discussed. Library Director Berry clarified whether the board wanted to approve the revised policy as written, or to bring it back to the next meeting with all the changes for final approval.

VERNON/FINN MOVED TO DIRECT STAFF TO BRING A REVISED VERSION OF THE LIBRARY GIFT POLICY DRAFT TO THE NEXT MEETING.

Boardmember Peterson noted that research tasks were assigned to members and staff, and that more can be done at the next meeting once everyone brings their data/revised policy. Ms. Kuszmaul read for the record the board's next steps:

- Research community foundation options: getting as much background as possible
- Drafting a narrative to introduce the benefits of the new policy to City Council to seek a sponsor
- Formalize appreciation for donors
- Create materials for promotion

The board held discussion on their worksession, details of some of the next steps, and which boardmembers will work on parts of the plan to bring to the library director to include in the revised draft. Mr. Berry reiterated that the board felt the best approach going forward is to create an endowment fund for the library: an investment fund that can generate income for the long term. The

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next step is to flesh out that idea, perfect the proposal, and then sell it to City Council then the public for buy-in.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

NEW BUSINESS

- A. Library Budget Request
 - i. Memo from Library Director Re: FY 2020-2021 Budget Requests
 - ii. Library's Operating Budget

Library Director Berry reviewed his budget amendments with the board. The three budget changes he is asking for includes:

1. An accounting change to Communication; not really an increase but a change in how the money is tracked from a different budget account.
2. A \$7,000 increase in Books/Subscriptions; in the past the funds came from State grants but due to the State's financial uncertainty that grant may not be there.
3. An increase to Membership and Dues to cover membership rate increases for library databases and associations.

Chair Kuszmaul inquired on where the previous communication funds were listed, with Mr. Berry explaining City Staff's reasoning for the change. Boardmember Finn asked if he gets the sense this will be approved easily. Mr. Berry responded that he has a meeting with the City Manager on September 11th to propose the amendments and feels they're realistic and will be approved. Ms. Kuszmaul noted that this will be the City's first two year budget cycle. Boardmember Peterson questioned the increase to salaries/benefits. Mr. Berry clarified that he has no say on that section, that all personnel budget items are established and handled by Human Resources. Responding to Ms. Finn's questions, Mr. Berry said that he is comfortable with this budget, has no urgent needs on the horizon, and doesn't think he needs anything from the LAB at this time for the Council report. He explained that the liability insurance line items are handled through finance, and what the zeros meant under salaries/benefits.

VERNON/FINN MOVED TO APPROVE THE BUDGET AMENDMENTS AND RECOMMEND THAT CITY COUNCIL APPROVE THEM.

No further discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

INFORMATIONAL MATERIALS

- A. Memo from Library Director Re: LAB/FHL Soiree Schedule
- B. Resolution 19-053(A) Revised Patron Registration Policy
- C. Recognition Certificate & Letter for Mark Massion

VISITORS/PRESENTATIONS

A. Mike Miller, Executive Director, Homer Foundation – About the Homer Foundation

Mr. Miller provided a presentation on the Homer Foundation and the services that the Foundation provides to the Southern Kenai Peninsula from Ninilchik to Nanwalek. He explained the types of funds and benefits of investing in the various funds and or endowments. Mr. Miller explained that they have a goal to give away \$800,000 per year and raise a corpus of \$20 million dollars. He applauded the Board for considering setting up an endowment. It is believed that with the aging society and the wealth available it is an opportunity. Additional points of interest and information provided were on the following:

- Creation of specific funds needed by entities
- Changes on the management of the Homer Foundation
- Donations can be as small as \$2.50 and there is no limit, A \$10,000 start is required for a named fund
- Funds were managed locally up until two years ago when they transitioned to a Fund Manager and selected Vanguard
- Community Funding for non-profits
- Endowed funds versus non-endowed funds

Mr. Miller then answered questions from the Boardmembers on the following:

- Setting up named funds and the requirements
- Donations of real property and the process
- Vanguard Management received their 1% of the profit
- The Homer Foundation competitors as far as donations is separated by the type of donor and how they might be connected with the organization or the cause that the organization promotes or supports
- Public perception of the Homer Foundation
- Unable to quantify the Homer Foundation share of the receipts of the entire community in giving/donations made overall
- Vanguard's fee is prior to the distribution
- The \$20 million corpus goal would allow for the \$800,000 annual give away and statistically speaking they are raising the level but believes it would be attainable in the Homer Community
- Provided explanation on the process for funds that were not designated

Mr. Miller complimented the Alaska Foundation but did note that they are not based in Homer or the Homer area. He acknowledged that they do offer a wider range of investment opportunities than the Homer Foundation but covered the entire state where Homer Foundation focused on local investment opportunities.

STAFF & COUNCIL REPORT/COMMITTEE REPORTS

- A. Library Director Report dated September 27, 2019
- i. 2019 Statistical Report (laydown)
 - ii. 2018 Statistical Report

Library Director Berry provided an overview of September in the library, and discussed/facilitated questions from the board on the following topics:

- Very busy month of September planning for the possible teacher's strike which did not happen
- Kate Finn and I interviewed two community foundations about their endowment funds as part of the LAB's ongoing project to develop a planned-giving program.
- Separately I gave some brief speeches at the Elks Lodge and the Rotary Club
- Met with Rob Wiard to look at refurbishing the library's countertops.
- Cross-training among staff in order to provide backups for essential library operations
- The bookmobile has been decorated with two illustrations from *Matilda*, one on each side of the back door.

The Board reviewed the 2019 Statistics provided as a laydown.

PUBLIC HEARING

PENDING BUSINESS

- A. New Library Donation Policy & Donor Recognition Form
- i. New Library Donation Acceptance & Management Policy
 - ii. Donor Recognition Form

Chair Kuszmaul introduced the item for the record and invited the Library Director Berry to provide his report for the Board.

Library Director Berry reviewed his report and the amended draft of the Donation Policy from the September meeting plus the proposed form that was requested. This form is for staff use.

Boardmembers reviewed the draft donor form and the following points were raised:

- Donation policy – discussion on the amount indicated where the Library Director would require additional review and approval/input
- This form should not be used for large donations and should be used only for the current donations of the small donors or books, etc.
- Brief discussion on donor plaques, shelves, etc.
- There is currently no policy for naming rights of facilities
- Ability to request naming rights for a room if substantial donation was made
- Formatting of the donor form

- Name with check box for anonymous

A discussion ensued on leaving the amount of “\$5000 or more” in the policy on page one, under Equipment and Other Physical Items blank at the concern expressed by Chair Kuszmaul as to the necessity of Council to need to have a say in the acceptance of endowments or monetary amounts. She offered that the amount could be higher. Opposition was expressed by the Board on leaving it blank. Library Director Berry will consult with City Manager Koester on what would be acceptable to Council.

Further discussion ensued on large donors and use of the form and holding recognition events for large donors was more of Friends type not the Board but it was pointed out that the Friends would not be involved in getting or accepting this money it would be the Board.

FINN/SCHMIDT MOVED TO POSTPONE THE NEW LIBRARY DONATION POLICY UNTIL AFTER THE PRESENTATION FROM THE ALASKA COMMUNITY FOUNDATION.

There was a brief discussion on the scheduling of the presentation for The Alaska Community Foundation.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- B. Selecting a Community Foundation to Manage the Library Endowment Fund
- i. Alaska Community Foundation Interview Responses
 - ii. The Homer Foundation Interview Responses
 - iii. Informational Materials from Alaska Community Foundation
 - iv. Informational Materials from Homer Foundation

Chair Kuszmaul introduced the item by reading of the title into the record.

Library Director Berry reviewed his report for the Board. He stated that those two foundations are the competitors for their business and there is some advantage to staying local but there is some advantage to go with The Alaska Community Foundation. He did note that Seward Library and Petersburg work with the Alaska Community Foundation. He then responded to questions from the Board related to the following:

- The amount currently available to start the fund is just under \$4000
- There is currently no plan to increase the amount but he is going to ask the Friends for a 1/1 Challenge Grant so he has no worry on reaching the \$10,000 amount.
- The Friends also work with the Homer Foundation
- Contact has not been made to check the references that were provided by the Homer Foundation
- It would be best to have the set of questions to ask each client, Boardmember Springer volunteered to assist Library Director Berry in canvassing the Clients of each perspective Foundation.

- Questions from the Board members should be sent to staff who will then distribute and work with Boardmember Springer to schedule the interviews

Boardmember Finn thanked Library Director Berry for his work in getting all the information together for them.

C. Library Endowment Fund Proposal
i. Draft Proposal for a Library Endowment Fund

Chair Kuszmaul introduced the item into the record.

Library Director Berry provided a brief summary on the proposal and asked if there were any questions.

A discussion ensued on approaching the Council to advocate support for the proposed creation of an Endowment Fund for the Library and who they should solicit first to become a sponsor.

Library Director Berry stated that this information will be presented to the City Manager prior to them approaching Councilmembers. He requested input on the proposed language in the packet.

There was a brief discussion on the wording in the proposal and no further amendments were proposed by the Board.

FAIR/FINN MOVED THAT THE LIBRARY ADVISORY BOARD APPROVES THE PROPOSAL FOR THE LIBRARY ENDOWMENT FUND AS WRITTEN WITH THE AMENDMENTS AND CHANGES.

There was a brief comment on adding the date at the bottom.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

D. Update on FY 2020-2021 Budget Requests

Library Director Berry reviewed his report and stated that in his meeting with the City Manager and Finance Director they received \$1500 for the increase in periodicals but did not get an increase in funding for books. He responded to questions from the Board regarding the reason for not getting the increase and the previous year funding amount.

NEW BUSINESS

INFORMATIONAL MATERIALS

Chair Kuszmaul noted that Anne Garrett was not present at the meeting; no presentation was given.

STAFF & COUNCIL REPORT/COMMITTEE REPORTS

- A. Library Director Report dated October 30, 2019
- i. 2019 Statistical Report (laydown)
 - ii. 2018 Statistical Report

Library Director Berry reviewed his staff report with the board and facilitated discussion on the following topics:

- Events throughout October including the Friends of the Homer Library Soiree, showing of *The Public* at the Homer Theatre, and the Book and Plant Sale;
- Numerous meetings and research done for the Library Endowment Fund;
- Library facility issues related to building wiring, printers not working, and a natural gas smell;
- Discussion during/after the movie event about support for a men's shelter;
- Status of the StoryWalk posts and display boards being replaced.

PUBLIC HEARING

PENDING BUSINESS

- A. Draft Ordinance Establishing a Library Endowment Fund
- i. Draft Ordinance 19-xx Establishing a Library Endowment Fund
 - ii. Example Ordinance from Warren-Newport Public Library District
 - iii. Example Ordinance from Wilsonville Public Library Board

Chair Kuszmaul introduced the agenda item. She gave a brief overview of the ordinance, that Library Director Berry was encouraged by City Manager Koester to draft it and now was the time for the LAB to provide their input. Mr. Berry explained the reasoning and sections of the ordinance draft, and shared what he learned from the City Manager and the Homer Foundation when writing the ordinance.

The board discussed the draft ordinance, noting and directing questions to staff on the following:

- The LAB is advisory, meaning it's not an administrative board, so it cannot be a recipient of funds; Section 2 creates a 3-person board to oversee allocation/disbursement of funds.
- Has to be a "field of interest" fund since we are a municipality.
- Per recommendation from councilmembers, Section 4 outlines what the purpose of the funds would be for.
- Section 5 will transfer the existing Library Gifts fund (currently under \$4,000) to the future Library Endowment Fund account to get it going.
- Number of members that would be on the Library Endowment Board: the board mutually agreed to keep it at three; the public member should be a resident of the City, or be a member of the library service area.
- Adding "for the duration of his/her" term for the appointed LAB member.
- Adding another "Whereas" to state the LAB's recommendation of having the endowment fund and using verbiage from the LAB's bylaws on aiding in setting policy.

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- Changing the word “spend” to “appropriate” under Section 4.
- Possibly adding “Special Projects” or something worded similarly, in Section 4 to give a bit more wiggle room to the purposes rather than just the three listed. Boardmember Finn gave an example of a special project. Mr. Berry explained his reasoning to leave it as-is and open, and that adding in a section about special projects may overstep into the FHL since that’s specifically the service they provide.
- Describing the essence of what the endowment fund would be used for.

Chair Kuszmaul reminded the board that there will be other opportunities to amend this draft ordinance from the City Attorney, from the sponsoring councilmembers, and from the City Clerk’s Office. There was brief discussion with staff on what action from the board may be needed at this time.

KUSZMAUL/FINN MOVED TO HAVE LIBRARY DIRECTOR BERRY MAKE THE RECOMMENDED CHANGES TO THE DRAFT ORDINANCE, AND THAT IT BE THE DRAFT THAT IS SUBMITTED TO THE CITY ATTORNEY AND COUNCILMEMBERS VENUTI AND ADERHOLD FOR FURTHER INPUT.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

B. Proposal to City Council Regarding a Library Endowment Fund
i. Draft Proposal for a Library Endowment Fund

Chair Kuszmaul introduced the agenda item. Library Director Berry explained that the goal is to have a scheduled worksession with City Council where the LAB can present their Library Endowment Fund Proposal, detailing out the gathered information on endowment funds, The Homer Foundation (THF), the Alaska Community Foundation (ACF), revenue projections, and the ordinance setting it up.

Mr. Berry noted what components of the proposal were new and shared feedback he received from other clients of the foundations; overall mostly positive. He explained that shortly after the agenda was set, Anne Garrett with ACF had contacted him about voluntarily withdrawing their proposal from consideration and why. Ms. Garrett stated that the ACF did not realize it was a competitive process and they didn’t want to be in competition with a local foundation, and highly recommended the City goes with THF unless we had a good reason we don’t want to select them. Mr. Berry opined that it seemed ACF wasn’t fully closing the door on the possibility, but that they were encouraging to go with THF.

Boardmember Peterson commented that ACF is still technically a “state” local foundation, therefore why wouldn’t Homer be considered local. She voiced her concerns with only having one option with the Homer Foundation, issues she sees with THF, and her reasoning for preferring ACF over the other.

Boardmember Fair stated that the LAB should hear from ACF but that it likely will have to be insisted. He reasoned that internal politics may have had a role in them withdrawing, but it seemed they had “left the door open” and we could still try to schedule a presentation in December.

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Chair Kuszmaul shared her concerns that she didn't think bringing one choice without any other options doesn't give them a strong leg at the Council level. She felt that they wouldn't have done their due diligence if they opt for just one. Boardmember Vernon noted that the foundation's rate of return should be important and suggested considering the Juneau Foundation.

The board discussed their concerns with ACF withdrawing, the issues with only having The Homer Foundation as one choice. They mutually agreed that doing their due diligence is their obligation as a board and what is important is that people see they're giving their money to the library, not which foundation is managing it.

PETERSON/FAIR MOVED TO ASK THAT LIBRARY DIRECTOR BERRY DO A FOLLOW-UP REQUEST WITH THE ALASKA COMMUNITY FOUNDATION AND TO HAVE THEM PRESENT AT THE LAB'S DECEMBER MEETING.

Mr. Fair inquired on what the board will do if ACF declines to present, and if they'd follow up with a different foundation, such as the Juneau Foundation. Mr. Vernon commented that the Juneau Foundation does work with other communities. There was discussion on the motion and that the board will decide to contact other foundations at their next meeting once they know if ACF will accept their request or not. Boardmember Schmidt voiced his concerns with some of THF's policies on limiting fund withdrawals.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Chair Kuszmaul shared some of the positive feedback and support given by Councilmember Venuti. She pointed out aspects of the presentation that were based on the feedback from both councilmembers, and other sections she wanted the board to be aware of.

There was discussion on other general aspects of having an endowment fund and the possibility and timing concerns with scheduling a worksession. Deputy City Clerk Tussey shared the Council meeting information she gathered from the City Clerk. Mr. Berry voiced his concerns with delaying the worksession/proposal past January or February. The board mutually agreed to have a joint worksession with City Council at their January 13, 2020 meeting.

NEW BUSINESS

A. Encouraging Students to Obtain Library Cards

Student Representative Greear spoke to what she learned on trying to find outreach options at her school on encouraging students to obtain library cards. She stated that the principal was not enthusiastic about offering incentives unless the school was getting reimbursed for discounts. The principal was willing to allow library card application forms be kept at the front desk and to hang posters in the hallways. She shared her experiences with advocating for change as a student.

A. Amy Skilbred, Juneau Community Foundation Presentation

Vice Chair Springer introduced Amy Skilbred with the Juneau Community Foundation (JCF), who was presenting telephonically.

Ms. Skilbred gave a brief description of what their foundation does for their community, how they invest, and the conversations she has had with foundations in the Homer area. She explained that the JCF board agreed their foundation was very similar to The Homer Foundation (THF) and recommended that the LAB choose THF for managing the endowment fund. A primary reason for this recommendation is that all foundations strive to support other foundations within their local community; it is how foundations grow, you'd be reinvesting in your community, and THF understands our locale better than an outside foundation.

Boardmember Kuszmaul voiced her concerns about limited abilities on moving funds around. Ms. Skilbred explained dynamics of agency/endowment funds and how their foundation works with customers to ensure their expenses are always covered and that they're not short on funds, and also how funds are moved around in the situation that an organization goes away.

Nina Kemppel, Alaska Community Foundation, also responded to Ms. Kuszmaul's question and reinforced Ms. Skilbred's response. She also spoke to variance power and that the ACF doesn't use it unless absolutely critical; their mission is to benefit the community and organizations for the long run.

Vice Chair Springer asked the board if there were any additional questions for Ms. Skilbred or if they would prefer to discuss/ask questions openly, and requested that Ms. Kemppel introduce herself to the board. The board mutually agreed to have an open discussion with both foundation representatives.

B. Nina Kemppel, Alaska Community Foundation: Follow-up Re: Additional Info Request

Nina Kemppel, CEO with the Alaska Community Foundation (ACF), gave further information regarding their foundation. She explained what they call the "Affiliate and Partner" model, which is a nation-wide agreement that allows numerous associations to support the diverse needs of a large area rather than it being up to one sole foundation. She noted that this model works best for Alaska. The core, fundamental belief is that local fundraising, local grant making, and local support of non-profit sector is best done by people in the community in which they live. She reiterated their support for THF and that the LAB selects them.

Boardmembers discussed the information provided and directed questions to Ms. Skilbred and Ms. Kemppel on the following topics:

- Differences between the foundations, such as not all use Vanguard, layout/percentages of accounts where the money is being invested, and how THF has a 40% socially responsible fund option while the others do not.
- Community foundations' stances on socially responsible investing.
- How the Affiliate Family Program works; provides training, a part-time program manager, and the parent foundation matches dollar-for-dollar what the affiliate raises in their community.

- THF being a partner, not an affiliate, and how that affects the library; key benefits include partners are vetted on all training/growth opportunities and have access to the ACF's policies that have already been approved and gone through the arduous process of being certified by the National Standards Review for Community Foundations.
- If there is insurance coverage provided, mainly for funds that aren't protected by FDIC.
- How the ACF's matching fund program works and the success rate of other communities that participate in the program.
- Whether the foundations invests in foreign stocks, and if so, how funds are allocated throughout those stocks.

Vice Chair Springer thanked Ms. Skilbred and Ms. Kempel for calling in.

STAFF & COUNCIL REPORT/COMMITTEE REPORTS

- A. Library Director Report dated November 23, 2019
- i. 2019 Statistical Report (laydown)
 - ii. 2018 Statistical Report

Library Director Berry provided his staff report and facilitated discussion with the board on the following items:

- Upgraded library software to new version, and working out the bugs from that update.
- Received a \$300 grant from Google to hold a Google CS First Hour of Code class.
- Facility upgrades/maintenance including replacing LED light bulbs and drainage pipe at the front entrance.
- Coordinated efforts with Boardmember Schmidt and Student Representative Greear on increasing student card registration.
- Improvements to the library trail are planned for the spring to clear underbrush and possibly add lighting to help mitigate drug use in the forested area by the library. The recently approved Wayfinding-Streetscape Plan could potentially include new signage for the trail as well.
- 2019 statistics weren't available but would be emailed out tomorrow.

PUBLIC HEARING

PENDING BUSINESS

- A. Library Endowment Fund Proposal
- i. Library Endowment Fund Options: Pros & Cons Chart
 - ii. Administrative Fee Chart for Juneau Community Foundation
 - iii. Revised Draft Endowment Fund Proposal to City Council
 - iv. HCC 3.10 Investment & Collateralization of Public Funds

Library Director Berry spoke to the memo outlining what he learned on how the City manages funds. He reminded the board that there is a joint worksession scheduled with City Council January 13th and what the board's six options are to recommend to them. Mr. Berry's staff recommendation is to create a permanent endowment fund with The Homer Foundation. Failing that, his second recommendation

would be to create a non-endowed fund with The Homer Foundation, which may be a new option offered by THF in the future.

Boardmember Finn noted that the Juneau and Alaska Community Foundations did recommend the Homer Foundation, and she takes their recommendation seriously given their experience. She is open to other boardmembers' ideas but is willing to go with THF, especially since they are the only foundation that has socially responsible funds and that is important to her.

Boardmember Peterson shared her reservations with THF due to their small staff size and the possible lack in checks-and-balances. Mr. Berry responded, noting that the JCF is not any bigger than THF.

SCHMIDT/FAIR MOVED TO SUSPEND THE RULES TO ALLOW MIKE MILLER, THE HOMER FOUNDATION, TO PARTICIPATE IN THE DISCUSSION ON FOUNDATIONS.

Boardmember Vernon inquired on if an audience member could also participate. Deputy City Clerk Tussey clarified if the board is wishing for the THF representative to participate or if they're wanting to open the discussion to the public, which wasn't appropriate at that time. The board agreed to just have Mr. Miller participate.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Mike Miller noted that it's very common for foundations to have small staff sizes. He answered other questions from the board regarding accreditation, mix of stocks and bonds (Vanguard) and how those are invested. He explained the foundation's operations and who is on the THF board that makes decisions. Discussion ensued on how people can donate on THF's portal and issues with how available funds are listed on their website, and ways they could be presented to prevent confusion.

Boardmember Kuszmaul opined on recommending they create a non-endowment fund with THF, with the option to later convert it into an endowment. Discussion ensued on how the Library Endowment Fund should be organized and how the board foresaw the funds being used/managed. Mr. Miller explained the following:

- Differences between an endowment fund vs. non-endowment fund.
- The three fund options THF provides (Agency Endowment, Field of Interest, Donor Advised).
- What a "Field of Interest Fund" is and how it's the most applicable to the LAB's goals/situation.
- That the library will be limited on their starting option to what's called an "Acorn Fund" given the fact they have less than \$10,000 for their initial investment; "Acorn Funds" have a minimum investment of \$2,500 with the caveat that the fund must reach \$10,000 within two years or the money is forfeited to THF.

Mr. Berry referenced the draft ordinance that lists the purposes the earnings derived from the Library Endowment Fund would be appropriated towards. He noted that the vision for these funds has always been to provide a permanent stream of revenue that can be counted towards core library operations. There was brief discussion on whether the LAB wanted to maintain what was written out in the draft

ordinance, or if they wanted to significantly alter the document to change the type of fund and its uses. Mr. Berry emphasized that the establishing ordinance needs to specify the kind of fund, it can't be left blank, and what code amendments would be required to change it if the board opted to create a non-endowed fund and then switched it to an endowment fund later. He also noted that partnering with THF is not just about managing money, but also about managing donors and community relationships as well.

Discussion continued on the options available to the LAB, with questions directed to Mr. Berry and Mr. Miller for clarification. The board thanked Mr. Miller for his participation.

KUSZMAUL/SCHMIDT MOVED THAT THE LAB AND LIBRARY WORK WITH THE HOMER FOUNDATION TO ESTABLISH AN ACORN FUND TO START FUNDRAISING, AND THAT WE EXECUTE AN AGREEMENT WITH THE HOMER FOUNDATION.

Boardmember Kuszmaul opined to the board on whether they're establishing it as an endowment or non-endowment fund. Mr. Berry asked for clarification on if the motion was to establish an Acorn Fund with THF and defer the decision on whether it should be endowed/non-endowed. Mr. Miller clarified that THF does not have a non-endowment fund option available at this time; it is something their board is working towards having possibly by February 2020. He suggested that the LAB authorize the Library Director to work with THF on developing a fund agreement to recommend to City Council. He and Mr. Berry could work out the parameters of an Acorn Fund with the anticipation of it either being an endowment or non-endowment fund, and would then have a document to consider.

Per questions posed by the board, Mr. Berry reiterated the following:

- That the LAB needs to decide on their recommendation to City Council, who makes the ultimate decision.
- To remember that any concept proposed at the January 13th worksession will also go through the City Attorney for review.
- That the Friends of the Homer Library already has an endowment fund with THF but theirs is focused on programs outside of the library; they do not want to be involved in core library operations such as purchasing materials or equipment.

The board took turns voicing their opinion on if they prefer endowment vs. non-endowment and where they stand in the process; majority of the boardmembers felt going with an endowment fund initially is the better option. There was discussion on how the motion can be amended.

FAIR/FINN MOVE TO MAKE AN AMENDMENT TO RECOMMEND TO CITY COUNCIL THAT WE ESTABLISH AN ACORN FUND WITH THE HOMER FOUNDATION IN THE FORM OF A "FIELD OF INTEREST" ENDOWMENT FUND.

There was brief clarification on just stating endowment fund, rather than "fully endowed" fund.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Vice Chair Springer requested Deputy City Clerk Tussey read back the main motion with the amendment for clarification. Ms. Tussey noted that Ms. Kuszmaul, seconded by Mr. Schmidt, moved that the LAB establish an Acorn Fund with The Homer Foundation, then was amended to include in the form of a "Field of Interest" Endowment Fund.

VOTE (main motion as amended): YES: PETERSON, SPRINGER, SCHMIDT, FINN, FAIR, KUSZMAUL
NO: VERNON

Motion carried.

Vice Chair Springer called for a four minute recess at 7:24 p.m.

The meeting was called back to order at 7:28 p.m.

Mr. Berry requested the board to clarify if he needs to work with Mike Miller with THF to draft a fund agreement to bring to the worksession.

FAIR/PETERSON MOVED TO DIRECT LIBRARY DIRECTOR BERRY TO MEET WITH MIKE MILLER OF THE HOMER FOUNDATION TO CREATE A ROUGH AGREEMENT FOR AN ENDOWMENT FUND.

Boardmember Finn asked when the other boardmembers would be able to review the draft agreement before the City Council worksession. Deputy City Clerk Tussey noted that she could distribute any prepared draft to the boardmembers and they could submit comments directly to staff. Mr. Berry reminded the board that the point of the worksession is to hammer out the details of an agreement; they do not have to have a polished presentation ready to go.

Ms. Kuszmaul opined that the material they have prepared so far, plus the items from THF, would be sufficient to have a discussion on with Council and all the info about the other foundations should be removed from the proposal. She recommended that the details of the agreement should be worked out at the worksession with Council, instead of crafting the agreement without their input, and then bring forward a more finalized proposal at another Council meeting.

Discussion ensued on whether a draft agreement should be prepared before the worksession, or if it should be worked out with City Council at the worksession. There were concerns of getting too far ahead of Council.

VOTE: NO: PETERSON, SPRINGER, SCHMIDT, FINN, FAIR, KUSZMAUL, VERNON

Motion failed.

Mr. Berry stated that he will contact and update Mr. Miller after the January 13th City Council worksession.

B. LAB Goals for 2020

CITY OF HOMER
HOMER, ALASKA

Aderhold/Venuti

ORDINANCE 20-10(S)

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING THE 2020 CAPITAL BUDGET BY APPROPRIATING
AUTHORIZING THE EXPENDITURE OF \$10,000 TO THE HOMER
FOUNDATION TO CREATE A LIBRARY ENDOWMENT FUND ~~AND~~
~~AMENDING THE 2021 OPERATING BUDGET BY CREATING A LINE~~
~~ITEM FOR LIBRARY ENDOWMENT FUND EXPENDITURE AND~~
~~REVENUE.~~

WHEREAS, The Homer City Council is empowered to manage and allocate funds for the operation of City departments, including the public library; and

WHEREAS, The City Council recognizes the need to provide long-term support for the library's collections and services; and

WHEREAS, It is in the best interest of the City of Homer to provide a mechanism whereby members of the general public and other grantors may provide financial assistance to support those same collections and services; and

WHEREAS, The Library Advisory Board recommends creating a Library Endowment Fund to "solicit donations of money and/or property for the benefit of the Library," in accordance with Article II, Section 4 of the Board's bylaws; and

WHEREAS, Many public library systems across the nation, including those in Fairbanks, Juneau, Petersburg, Seward and Sitka, have demonstrated that an endowment fund is a simple and effective means of accommodating such financial assistance; and

WHEREAS, The Library Endowment Fund shall be a Field of Interest Fund, held within The Homer Foundation and administered by them in accordance with their existing policies.

WHEREAS, A minimum of \$10,000 is necessary to establish a Field of Interest fund that will spin off annual revenue; and

WHEREAS, This ordinance authorizes the City to make a \$10,000 payment to the Homer Foundation for the purpose of establishing a Field of Interest Library Endowment Fund; and

WHEREAS, ~~Earliest available revenue from the endowment fund won't be until 2022~~
nevertheless, it is important to establish a line item in the operating budget for when the
revenue becomes available during the 2022/2023 budget cycle; and

WHEREAS, It is appropriate to use the Library Donation fund, which represents a
combination of funds donated to the library and transfers to the fund from closing out project
accounts related to the construction of the library, to meet the minimum threshold for a Field
of Interest fund; and

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. Amending the 2020 Capital Budget

Revenue ~~Expenditure~~

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
803-0000-2711	Library Donation Fund	\$3,951.54 <u>\$10,000</u>
	Library CARMA	\$6,048.46

Expenditure

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
	Homer Foundation	\$10,000
	Library Endowment Fund	

Section 2. Amending the 2021 Operating Budget

Revenue

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
100-00400-XXXX	General Fund Other Revenue	\$1
	Library Endowment Fund	

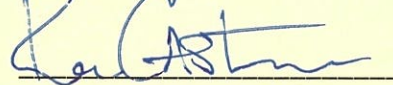
Expenditure

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
100-0145-XXXX	General Fund Library	\$1
	Endowment Fund	

Section 32. This is a budget ordinance and shall not be codified.

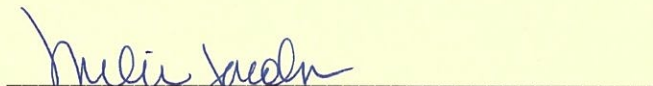
ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this 9th day of March, 2020.

CITY OF HOMER



KEN CASTNER, MAYOR

ATTEST:

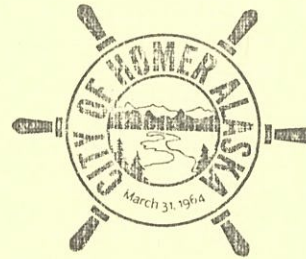

MELISSA JACOBSEN, MMC, CITY CLERK

YES: 6

NO: 0

ABSTAIN: 0

ABSENT: 0



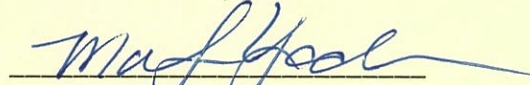
First Reading: 2.24.2020

Public Hearing: 3.9.2020

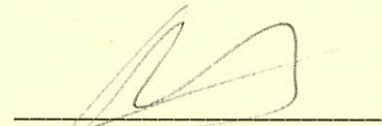
Second Reading: 3.9.2020

Effective Date: 3.10.2020

Reviewed and Approved as to form and content:


Katie Koester, City Manager
Marvin L. Yoder

Date: 4-20-2020


Michael Gatti, City Attorney

Date: 3/22/2020



City of Homer

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Memorandum

TO: PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION
FROM: RENEE KRAUSE, MMC, DEPUTY CITY CLERK
DATE: NOVEMBER 9, 2020
SUBJECT: BEACH POLICY REVIEW

After the rewrite of the City of Homer Beach policy in 2016 it was determined that it would be beneficial to review the document every other year to make sure that it was kept current with the goals of the city, users and the Commission.

Over the past two years there have been several instances of interactions with dogs off leash and vehicles on the beach and the Commission may want to consider spending some time on those portions of the policy to see if there are amendments that the Commission may want to propose.

Recommendation:

Commission review the Beach Policy document and bring forward any suggested changes or amendments by motion.

Due to the nature of the Beach Policy and the heavy use of certain areas it is recommended that a Public Hearing (or two) be scheduled to allow public comment for any proposed changes to the policy.

City of Homer Beach Policy

2016



Table of contents

1. Purpose and Intent
2. Definitions
3. General Policy Recommendations
4. Specific Area Recommendations
5. Beach Policy History

Beach Area Map

Section Line Easement Diagram

State Attorney General Opinion

Appendix A: Beach Access Notes

Appendix B: Mainland public access points to Kachemak Bay

1. Purpose and Intent

This document is an update to the Beach Policy Task Force Final Recommendations, adopted June 25th 2001. Since 2001, the City of Homer has annexed more land and beaches, and implemented parts of the original plan. The purpose of this document is to update the Beach Policy and make recommendations for future actions. The intent of the Beach Policy is to keep Homer's beaches safe and enjoyable for all users, and preserve natural environment.

Goals

Education

Educate beach users by provide signage and beach information at convenient locations.

Prevention

Limit conflicts between motorized users and pedestrians by encouraging courtesy and common sense.

Protect sensitive beach habitat and wildlife from inappropriate use of beaches – i.e. keep motorized vehicles out of lagoon areas.

Enforcement

Ensure adequate staffing on holiday weekends.

2. Definitions

a. **“Berm”** means a natural, linear mound or series of mounds in a beach area composed of sand, gravel, or both, generally paralleling the water at or landward of the elevation of mean high water.

b. **“Storm berm”** – means a berm formed by the upper reach of storm wave surges or the highest tides. Storm berms generally include an accumulation of seaweed, driftwood, and other water-borne materials. A beach area may have more than one storm berm.

Example: Grassy areas of Mariner Lagoon and Beluga Slough where highest tides and storm deposit logs and driftwood. Tall grasses grow there most of the time, and only at the highest tides and largest storms are logs thrown up on the beach.

c. **“Submerged land”** means land covered by tidal water from the elevation of mean low water seaward to the corporate boundary of the city.

d. **“Tideland”** means land that is periodically covered by tidal water between the elevation of mean high water and mean low water.

e. **“Beach area”** means all of the following, whether publicly or privately owned: submerged land, tideland, and the zone of sand, gravel and other unconsolidated materials

that extends landward from the elevation of mean high water to the place where there is a marked change in material or physiographic form.

f. “Motor vehicle” means a device in, upon, or by which a person or property may be transported or drawn upon or immediately over land, that is self propelled except by human or animal power.



3. General Recommendations for all Homer Beaches

1. Identify and improve beach access points. Heavy impacts are created by a large number of people accessing the beach at a small number of places. By finding, improving and publishing all public beach access points, we will diffuse the impacts and provide a more enjoyable experience to all.

A. Improve Access via: Crittenden Dr., Ocean Dr., Spit, Kachemak Dr.

B. Provide signage at all public access points.

1. Specifically, signage shall be maintained at Bishop’s beach park, Ocean Drive Loop, the parking areas on the east side of the Homer Spit, on the Airport Beach Road, and Kachemak Drive.

C. Appendix A documents other public access points and the pros and cons of their development. The appendix should be expanded to include Homer Spit public access points, particularly on the east side of the spit.

2. Signage should be positive and informative.

A. Sign examples for the Mud Flats, Berms & Driftwood

1) Help build our beach berms and protect our critical habitat areas.

2) Please do not drive on or remove any material from the storm berms. The grasses growing here provide habitat and are an important part of berm stabilization. Driftwood plays an important role in building and protecting our berms.

3) The Mud Flats are fragile and important habitat for wildlife. They are hazardous and off-limits to vehicles and foot traffic.

4) Encouraging courtesy to other users.

B. Examples for private property:

1) Please be aware that private property extends 100' or more toward the water from the high tide line.

3. Ask for City Attorney opinion on location of seaward property lines. Although many people believe property lines stop at a water boundary, it has become apparent this is not the case in Kachemak Bay. Normal property lines next to the ocean are established at mean high tide, and slow erosion does change boundaries. The 1964 earthquake caused the sinking of the Spit and Homer area. The sea flowed over the lowered land. This sudden change is called avulsion and legally does not change land boundaries. (See attached opinion by State Attorney General)

4. Encourage better enforcement of applicable existing state and local laws. Examples of applicable laws include: HCC 19.08 Campgrounds, HCC 7.16 Vehicles in Beach Areas; HCC 18.28.200 Waste or injury to land, and Alaska State Traffic Regulations regarding: DWI, Reckless Driving, Negligent Driving, Basic Speed, and Littering.

A) More evening enforcement in City campgrounds, and encourage/post quiet hours.

B) More enforcement of city driving laws on city beaches.

5. Develop and distribute brochures with a coordinated public relations campaign. It is important to enlist the public in the campaign to keep our beaches enjoyable for all, to limit the human damage to fragile areas and to minimize friction between user groups. We need everyone's help.

A. Prior to major holiday weekends, advertise beach rules and etiquette in the local newspapers. Consider a public services announcement on local radio stations. Budget at least \$500 annually for this advertising.

B. Budget at least \$500 a year for sign replacement.

C. Provide beach maps and brochures on beach etiquette at city campground facilities.

6. Perform an annual assessment of beach health and developing impacts.

A. City staff & Parks and Recreation Commission representatives prepare an assessment with reports to City Manager, City Council, & City Commissions. The report should be prepared in a timely manner so that items requiring maintenance or ongoing funding may be considered during the budget process. Include an assessment of the condition of the storm berm at Mariner Park, specifically including pedestrian impacts.

B. Add each annual assessment to the original BPTF report with updated photos to create a continuous record.

7. Driftwood from berm areas should not be removed. Testimony by scientists emphasized the importance of the natural berm building process to protect the spit, lagoon and slough. The berms also provide important wildlife habitat. It was found that driftwood plays an important role in building and stabilizing berms. Thus, it is hoped that providing an alternate source of campfire wood for campers serves the important function of protecting the berms. Driftwood was also described as an important esthetic enhancement to the beach and a material resource.

A. Direct City Administration to investigate providing firewood to beach users or allowing firewood concessions in city campgrounds.

8. Find ways of supporting beach cleanup.

A. Support the efforts of spring clean-up day to include Homer beaches. The City should actively continue to support the efforts of volunteers by providing trash bags for the event and dumpsters or trash removal at locations such as Bishop's Beach.

B. Support the efforts of the Center for Alaskan Coastal Studies for their annual CoastWalk and beach trash removal. Support may be in the form of providing trash bags, dumpster service at beach parks, and city funding for newspaper advertising for CoastWalk educational and beach clean-up activities.

9. Increase Parking on the Spit.

A. We need more parking and areas for people to access the beach. These parking areas distribute the impact of beach users, provide safe off-highway parking for vehicles.

B. Situate the parking close to Spit Road for aesthetic purposes.

C. Better parking further down the spit will allow pedestrians to enjoy to the beach where vehicles are not present.

4. Recommendations by Area (Following the beach line, East to West)

1. Area 1 - Miller's Landing to Airport Access Road

A. Miller's Landing. Create a public viewing spot in the Beach Access Road Right of Way off of Kachemak Drive, by posting a sign stating the location of the public access. In the future, as use warrants, create a small parking area, and use boulders to discourage trespassing on adjacent properties.

B. Airport Access Road Signage (with diagram of berm-slope-flats).

- No camping
- Please keep vehicles between the storm berm and the mud flats.
- All of the areas above high tide (and much below) are private property and there are no designated camping areas.

C. Vehicle use at the bottom of airport beach access road on the beach is not allowed.

D. Vehicles are allowed on the beach east of the vacated easement formerly known as Shirlene Circle (refer to map), under the terms of HCC 7.16

Vehicles are not allowed on the beach at the bottom of the airport beach access road. Vehicles are allowed east of that area, but there is no public vehicle access point to get to that part of the beach. Land owners or those with land owner permission may access the beach from private vehicle access points. Once on the beach, nothing in City laws or policy condones trespassing on adjacent private lands.



2. Area 2 - Airport Beach Access Road to North End of Berm outside of Louie's Lagoon and Louie's Lagoon

A. Due to expert testimony, it was agreed by the BPTF that limiting vehicle use in this area was necessary to protect the fragile habitats from Mud Bay to Louie's Lagoon.

B. Signage - identifying access and informing the public as to where vehicles are prohibited.

- C. Vehicles are prohibited in this entire area - outside of access driveways and parking.
- D. Conservation zoning is suggested for all public lands in this area. Much of Area 2 already has a conservation easement.
- E. Designate the platform area as a park and initiate cleanup of surface debris in Louie's Lagoon. A layer of dredge spoils to cover debris and more grass around the platform is also recommended. Investigate potential as a bird viewing platform.
- F. Long term goal: Reconfigure the section line easement. The current section line easement goes across the mud flat in the bird sanctuary. A reconfiguration would provide better access to the beach, and protection for the sanctuary. As designated on attached map.
- G. Preserve subsistence fishing access for vehicles, and public access to that part of the Spit. This has traditionally included an access across the northern portion of the English Bay property
- I. Budget for rock placement at the Airport Beach Access to discourage travel to the west into Mud Bay. Contract the work out.

3. Area 3 - From Louie's Lagoon - South to end of Homer Spit and then North to City Campground across from Fishing Hole

- A. Long range goal: Removal of beached barge on English Bay Corporation property.
- B. Encourage the elimination of unsightly waste on properties near the beach by working with owners. Several highly visible properties have allowed the accumulation of waste and industrial junk. The City has also allowed this to occur on City land, and should lead the way in the cleanup effort.

4. Area 4 - From City Fishing Hole Campground to the Outlet of Mariner Park Lagoon

- A. At campground building across from the Fishing Hole, make beach use maps available, as well as information and signage that is interpretive about the berm building process, encourages courtesy to pedestrians, and states where vehicles are permitted.
- B. Install signage at a controlled exit from the City Fishing Hole campground to the beach to direct vehicles to the base of the spit, and away from the no recreational vehicle area.
- C. Define limits to Mariner Park campground by utilizing logs, rocks or other means to restrain vehicles from entering the lagoon. Similar to Parks & Recreation Advisory Commission Draft Master Plan for Mariner park campground, which extends a revetment to protect berms, grasses and tidal mud, with no additional incursion into the lagoon.

D. Create a cost estimate for placing boulders at Mariner Park to better define the park and places where motorized vehicles are prohibited. Include the project in the annual budget in the near future, and contract the work out.

E. Budget for a new kiosk at Mariner Park. Include a large interpretive map with beach access and user information. Include the project in the annual budget and contract the work out.

F. Vehicles are prohibited between the former campground building site, and the south end of Mariner Park.

G. Between the south end of Mariner Park and the east end of the sea wall, vehicles are allowed on the beach from October 1 through March 31st, solely for the purpose of gathering sand and coal. The beach is closed to vehicles at all other times and for all other uses.

5. Area 5 - Mariner Park Lagoon including the storm berm

A. Install and maintain signage stating vehicles are prohibited in the Lagoon and above the high-tide line near the berm. This is a fragile berm.

B. Signage should also indicate the high potential of vehicles getting stuck in this area.

C. Finish transfer of ownership of parcels to City of Homer. Two large parcels in Mariner Park Lagoon were obtained by the City from DNR, but the transfer paperwork was not completed.

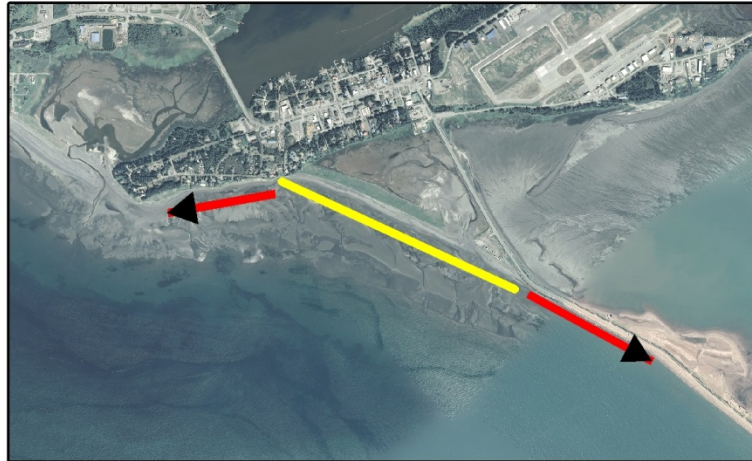
D. Enact Conservation Zoning and continue work on the conservation easement. Zoning changes may begin at any time. The land ownership transfer must be complete prior to the conservation easement completion.

6. Area 6 - Mariner Park Lagoon outlet (below the berm) to Beluga Slough outlet

A. Provide signage discouraging motor vehicle usage and encouraging courtesy to pedestrians. Vehicle prohibition is not necessary, but use of vehicles in this area often leads to driving or parking on the storm berm.

B. Improve and identify with signage the Ocean Drive Loop beach and Beluga Slough access.

C. Vehicles are allowed between the south end of Mariner Park beach and the east end of the seawall from October 1 through March 31st solely for the purpose of gathering sand and coal. The beach is closed to vehicles at all times for any other purpose. The area in front of the sea wall west to the Beluga Slough outfall is closed to vehicles.



Red = No vehicles
Yellow = Vehicles only
under the terms of HCC
7.16, paraphrased in C,
above.

7. Area 7 - Beluga Slough Outlet to Bishop's Beach Park access. This is a heavily used area, and has the greatest potential for conflicts between user groups.

A. This area is closed to vehicles.

B. Support Fish & Wildlife efforts to protect berm and promote rye grass and driftwood buildup.

C. Support Fish & Wildlife work to develop a plan to maintain the ecological integrity of their educational reserve, including possible conservation zoning.

D. Increase at Bishop's Beach Park.

E. Signage at Bishop's Beach access:

1. "Pedestrian Zone"
2. "Unauthorized vehicles are prohibited on the storm berm and in the Beluga Slough area."



Vehicles are allowed west
from Bishop's beach Park
access, and prohibited to the
east.

8. Area 8 - West from Bishops Beach Park Access to City Limits

A. This area is open to vehicles, following the laws under HCC 7.16.

B. Construct a kiosk with interpretive signage (Visitor information, berms, driftwood, private property, compass rose), encourages courtesy to pedestrians.

C. Provide and maintain signage requesting;

- Please do not remove driftwood from storm berms and private property

D. Develop Charles Way as a footpath for better pedestrian flow. Do not develop for vehicle access as the bluff is eroding and it is not worth the expense to the public to build a road that will have near future erosion problems. Improve erosion control and access at Crittenden Drive and at Main Street.

E. Improve access at Main Street. Construct a stairwell to the beach. Use the right of way at the end of Main Street for an erosion control project, using seeding, native grasses and other low impact techniques. Develop a stairway so people may access the beach without treading on the eroding bluff face.

F. Correct the drainage ditch from Crittenden Drive so that the water is not eroding neighboring private property. Extending the culvert system down to the beach may be a solution. Work with adjacent landowners to secure public access easements to the beach, using a route that is sustainable.

G. Work with property owners and interested volunteers to remove the junk cars from the beach near the bottom of West Hill.

5. History

The original Beach Policy Task Force was established in 2000 and completed the beach policy in 2001. The City adopted it on June 25, 2001. In 2003, Ordinance 03-27, the city was awarded a \$75,000 Coastal Impact Assessment grant to fund beach access restriction improvements, regulatory signage, a GIS coastal erosion and beach habitat information mapping project and funds for the 2004 United States Geological Survey sediment transport study camera operation.

The Task Force made further recommendations in 2005, in Memorandum 2005-78, and concluded their work. In 2007, the City Council added advising on public beaches to the duties of Parks and Recreation Advisory Commission (Ordinance 2007-01(A)). The Commission formed a Beach Committee to update the Beach Policy, which resulted in this document.

In fall of 2014 the Parks and Recreation Advisory Commission was directed by Council to review and recommend revisions to the Beach Policy. The Commission worked on the policy the first six months of 2015 and made recommendations via Memorandum 15-102. Council adopted Ordinance 16-05 (S-2)(A-2) on February 23, 2016. Ordinance 16-13 adopted by Council on

April 11, 2016 then made minor amendments. The Beach Policy was amended to reflect these revisions through Resolution 16-029(S-2) adopted by Council on April 25, 2016.

From: tzitzmann@icloud.com
To: [Renee Krause](#)
Cc: ["Lori Zitzmann"](#)
Subject: Parks Art Recreation & Culture Advisory Commission
Date: Thursday, November 12, 2020 11:25:46 AM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

November 12, 2020

Mr. David Lewis, Chair Parks Art Recreation & Culture Advisory Commission,
& Commission Members

We are Homer residents who live on the west end of Bishops Beach. We would like to share our observations as well as our concerns regarding the beach since moving to Hidden Way in 2007.

Below mean high tide on our beaches within city limits is designated as Critical Habitat Area. The purpose of this designation is to protect and preserve habitat areas that are especially crucial to the perpetuation of fish and wildlife, and to restrict all other uses not compatible with this primary purpose.

Motorized traffic is increasing on our beaches. Many vehicles are using the mean high tide line as if it were an established roadbed, which it is rapidly becoming. It is not uncommon to see parades of up to ten vehicles at a time (in the summer months) traveling back and forth to their destinations. Sadly, there are also many other vehicles such as ORVs, ATV's, motorcycles, dune buggies, 3 and 4 wheelers, and trucks that prefer to use the beach as their private motocross venue. They repeatedly race back and forth, and in circles, across the sand bars and in and out of the tide pools. This activity lasts as long as our already stressed tide pools are exposed. This ongoing degradation of habitat has contributed to a significant reduction in sea life in and around the tide pools.

While there may be a valid argument for customary and traditional use of motorized traffic for coaling or beach property access, reckless displays of motocross activities has never been a traditional use of our beaches. There is also the issue of significant noise pollution emanating from this "motocross venue" that is in direct violation of our city limits noise ordinance.

Of great concern is also the incompatibility and danger of these motocross venue activities with traditional beach activities during low tide: family beach-combing and tide pooling, residents and visitors trying to enjoy walking, biking, sight-seeing, birding and other activities associated with our natural environment. We observe the ORVs causing eagles to flee their rock perches as well as sandhill cranes disturbed from feeding repeatedly.

Trash along the entire west end of Bishops Beach continues to be a problem, especially during the summer months. It is directly related to frequent evening and late night parties and campfires on the beach. The next day, remains of the evening's activities are left for the locals to clean up after. The trash is always in and around the fire rings, usually consisting of broken glass, cans, plastics, and paper products. Many people also do not feel the need to clean up after their dogs, and dog feces add to the toxic burden of our beach.

Illegal dispersed overnight camping continues unabated from the Bishops Beach Pavilion west, to a line which could be drawn from the bottom of West Hill Road. While we have posted our property, we continue to have problems with uninvited overnight guests. By April, wooden structures are erected, housing multiple inhabitants for the duration of the summer. These semi-permanent structures are without any sanitation facilities. Human waste and litter are neither managed nor controlled.

Shortly after the arrival of Spring each year, the driftwood is removed from the beach by a daily stream of trucks and other vehicles. Most of the driftwood being removed is up against the bluff on private property. The driftwood provides a natural

erosion control. Since we have posted our property, the driftwood has mostly remained in place at the toe of our bluff. We have observed significant changes on our property where the beachgrass has returned, and grown in both directions, south towards the Bay and north back up the bluff. The beachgrass also provides protection from soil erosion, as well as wildlife habitat. This growth of beachgrass is similar to what is seen on the east side of Bishops Beach Pavilion since vehicle restriction.

Lack of public parking on Crittenden Drive also presents a problem. During the summer months low tides, vehicles park on both the east and west sides of Crittenden Drive to access the beach and tide pools. When vehicles are parked on both sides of the street, there is barely enough room to navigate a Subaru through the maze of people and cars. While it is wonderful to see so many people enjoying the beach, it would be difficult, if not impossible, for an emergency vehicle such as a fire truck to pass through.

Bishops Beach is one of the many beautiful “gold star” attractions Homer has to offer. On any given summer day, one can engage in conversation there with locals, fellow Alaskans, residents throughout the US, and many countries around the world. The tide pools still provide a source of wonder. Bird life abounds at the toe of the bluff. Eagles perch on beach rocks. Sandhill cranes and other shorebirds feed in or around the tide pools. Sea ducks, otters, and seals observe human activity in shallow water a stone’s throw away. The birds and marine life around the beach are world class attractions and gifts of our natural world. Our beach is being neglected, abused, and not protected in a manner compatible with its Critical Habitat designation. We respectfully request the City of Homer work with the stakeholders of Bishops Beach and spend the time, energy, and resources necessary to protect this fragile ecosystem that we are so fortunate to have in our community.

Tom & Lori Zitzmann



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

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Memorandum

TO: PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION
FROM: RENEE KRAUSE, MMC, DEPUTY CITY CLERK
DATE: NOVEMBER 9, 2020
SUBJECT: ELECTION OF OFFICERS

Elections are conducted for Chair and Vice Chair normally in October of each year. Typically the office of Vice Chair is called for first in this Commission.

The Commission will need to determine if they want to conduct the elections by Voice Vote or Show of Hands.

Once decided the Chair will call for nominations of Vice Chair.

Upon hearing no further nominations from the Commission the Chair will close the nominations.

Chair will then call for the vote in the manner agreed upon by the commission.

The Clerk will tally/note the votes for each candidate nominated. If only one candidate is nominated the candidate must accept the nomination for the office of Vice Chair.

The Chair will then conduct the vote for the office of Chair (or if desired may turn the gavel over to the newly Elected Vice Chair) who will conduct the vote for Chair in the same manner as conducted for the office of Vice Chair.

The gavel/meeting will be turned over (or proceed) to the newly elected (or re-elected) Chair to conduct the remainder of the meeting.

**2021 HOMER CITY COUNCIL MEETINGS
ADVISORY COMMISSION ATTENDANCE**

Commissions are invited to report to the City Council at the Council's regular meetings under Item 8 – Announcements/Presentations/Borough Report/Commission Reports. This is the Commission's opportunity to give Council a brief update on their work. Generally the Commissioner who will be reporting will attend one of the two meetings for the month they are scheduled to attend.

The 2021 meeting dates for City Council is as follows:

January 11, 25	_____
February 8, 22	_____
March 8, 22	_____
April 12, 26	_____
May 10, 25* Tues	_____
June 14, 28	_____
July 26**	_____
August 9, 23	_____
September 13, 27	_____
October 11 (Oath), 25	_____
November 22**	_____
December 13, 20****	_____

City Council's Regular Committee of the Whole Meeting at 5:00 pm to no later than 5:50 pm prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 pm.

*Tuesday meeting due to Memorial Day

** There will be no first regular meeting in July or November.

***Council traditionally reschedules regular meetings that fall on holidays or high school graduation days, for the following Tuesday.

****Council traditionally cancels the last regular meeting in December and holds the first regular meeting and one to two special meetings as needed. Generally the second special meeting the third week of December will not be held.

PARKS ART RECREATION & CULTURE ADVISORY COMMISSION ANNUAL CALENDAR
FOR THE 2020-2021 MEETING SCHEDULE

<u>MEETING DATE</u>	<u>SCHEDULED EVENTS OR AGENDA ITEM</u>
JANUARY 2021	NO MEETING SCHEDULED
FEBRUARY 2021	JACK GIST PARK – PARK DESIGN, LANDSCAPE ARCHITECT REQUEST LETTER TO THE EDITOR TOPICS IN STAFF REPORT MEMORIAL BENCH PROGRAM
MARCH 2021	LETTER TO THE EDITOR DRAFT FOR PUBLICATION IN APRIL JACK GIST PARK – PARK DESIGN, LANDSCAPE ARCHITECT
APRIL 2021	3 YEAR BUDGET TRENDS/FINANCIAL GOALS
MAY 2020	SPRING PARK &/ OR BEACH WALK THROUGH
JUNE 2020	REVIEW CAPITAL IMPROVEMENT PLAN & RECOMMENDATIONS FOR NEW PROJECT(S) IF ANY LETTER TO THE EDITOR TOPICS FOR PUBLICATION AUGUST
JULY 2020	NO MEETING SCHEDULED
AUGUST 2020	LETTER TO THE EDITOR DRAFT SUBMITTED FOR REVIEW & APPROVAL
SEPTEMBER 2020	FALL PARK WALK THROUGH AND BEACH WALK; SCHEDULE KHP CLEAN UP DAY REAPPOINTMENT APPLICATIONS ARE DUE
OCTOBER 2020	REVIEW AND APPROVE THE 2020 MEETING SCHEDULE ELECTIONS
NOVEMBER 2020	PARK & RECREATION ENDOWMENT FUND
DECEMBER 2020	NO MEETING SCHEDULED HAPPY HOLIDAYS!

PARKS ART RECREATION & CULTURE ADVISORY COMMISSION ANNUAL CALENDAR
FOR THE 2020-2021 MEETING SCHEDULE

Quarterly: Letters to the editor updating the Community on PARCAC activities

Odd Years: Comprehensive Plan (February) Strategic Plan review (March), Diamond Creek Plan (May), Camping Fees (May), Beach Policy (October), Art Policies

Even Years: HNMTTP, Karen Hornaday Park Plan, 3 year budget trends & progress toward financial goals (April/May)



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Office of the Mayor

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October 13, 2020

Deb Lowney
P.O. Box 1445
Homer, AK 99603

Dear Deb,

Congratulations! Council confirmed/approved your reappointment to the Parks, Art, Recreation & Culture Advisory Commission during their Regular Meeting of September 28, 2020, via Memorandum 20-145 for a three-year term that will expire October 31, 2023.

Currently on file is your 2019 Public Official Conflict of Interest Disclosure Statement. Please complete the 2020 disclosure statement enclosed and return prior to November 30, 2020. Public officials are required to comply with this reporting requirement pursuant to HCC 1.18.043.

Thank you for your willingness to serve the City of Homer on the Parks, Art, Recreation & Culture Advisory Commission. Let's see what else the future holds in store for us!

Cordially,

Ken Castner, Mayor

Enc: Memorandum 20-145
Certificate of Reappointment

Cc: Parks, Art, Recreation & Culture Advisory Commission

City of Homer

Homer, Alaska

Mayor's Certificate of Appointment

Greetings

Be It Known That

Deb Lowney

Has been reappointed to
serve as

“Commissioner”

on the

“Parks, Art, Recreation and Culture Advisory Commission”

This appointment is made because of your dedication to the cause of good government, your contributions to your community and your willingness to serve your fellow man.

*In Witness whereof I hereunto set my hand
this 13th day of October, 2020.*



A handwritten signature in blue ink, reading "Ken Castner", written over a horizontal line.

Ken Castner, Mayor

Attest:

A handwritten signature in blue ink, reading "Melissa Jacobsen", written over a horizontal line.

for Melissa Jacobsen, MMC, City Clerk