CALL TO ORDER, PLEDGE OF ALLEGIANCE

AGENDA APPROVAL (Only those matters on the noticed agenda may be considered, pursuant to City Council’s Operating Manual, pg. 6)

MAYORAL PROCLAMATIONS AND RECOGNITIONS

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

RECONSIDERATION

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


b. Memorandum 22-017 from Mayor Castner re: Appointment of Bob Shavelson and re-appointment of Mark Zeiset to the Port and Harbor Advisory Commission. Recommend approval.

c. Ordinance 22-07, An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget by Appropriating $15,000 from the Homer Accelerated Road and Trail Program Road Fund and $5,000 from both the Water and the Sewer Capital Asset Repair and Maintenance Allowance (CARMA) Funds for a total of $25,000, to Update the City of Homer's Design Criteria Manual, Standard Construction Specifications, Standard Construction Details, and Reconcile Designated Elements of the Development Standards in Homer City Code. City Manager/Public Works Director. Recommended dates Introduction January 24, 2022, Public Hearing and Second Reading February 14, 2022.

Memorandum 22-018 from Public Works Director as backup.
VISITORS

a. All Things Addiction on the Southern Kenai Peninsula Quarterly Report (10 minutes)

b. COVID-19 Agency Update Derotha Ferraro, South Peninsula Hospital Director of Public Relations & Marketing and Lorne Carroll, State of Alaska Public Health Nurse III (10 minutes)

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

a. Committee of the Whole Report

b. Mayor's Report

c. Borough Report

d. Library Advisory Board

e. Economic Development Advisory Commission

PUBLIC HEARING(S)

a. Ordinance 22-01, An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget and Authorizing the Expenditure of $62,000 from the Land Fund to Acquire Two Parcels of Land and Drainage Easements Across Two Additional Parcels within the Bridge Creek Watershed Protection District and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. Erickson/Aderhold. Introduction January 10, 2022, Public Hearing and Second Reading January 24, 2022.

Memorandum 22-005 from Deputy City Planner & Special Projects Coordinator as backup


Memorandum 22-006 from City Planner as backup.


Memorandum 22-007 from Public Works Director as backup.

Memorandum 22-008 from Public Works Director as backup.

e. Ordinance 22-05, An Ordinance of the City Council of Homer, Alaska Amending the FY 2022 Capital Budget by Appropriating $60,000 from the Homer Accelerated Roads and Trails (HART) Road Fund for the Purchase of a new F550, 2-Ton 4x4 Truck. City Manager/Public Works Director. Introduction January 10, 2022, Public Hearing and Second Reading January 24, 2022.

Memorandum 22-009 from Public Works Director as backup.

f. Ordinance 22-06, An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget and Authorizing the Expenditure of an Additional $80,476.50 from the Homer Accelerated Water and Sewer Program Fund to Complete the Alder Lane Water Improvement Project. City Manager/Public Works Director. Introduction January 10, 2022, Public Hearing and Second Reading January 24, 2022.

Ordinance 22-06(S), An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget and Authorizing the Expenditure of an Additional $80,476.50 from the Homer Accelerated Water and Sewer Program Fund to Complete the Alder Lane Water Improvement Project. City Manager/Public Works Director.

Memorandum 22-010 from Public Works Director as backup.

ORDINANCE(S)


Memorandum 22-019 from Public Works Director as backup.

b. Ordinance 22-09, An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget by Authorizing at Total Transfer of $4,000,000 from the General Fund Fund Balance to Include $1,500,000 to General Fund Fleet Capital Asset Repair and Maintenance Allowance (CARMA) Fund, $1,500,000 to General Fund CARMA, and $1,000,000 to Land Reserves Fund. City Manager/Mayor. Recommended dates Introduction January 24, 2022, Public Hearing and Second Reading February 14, 2022.

Memorandum 22-020 from City Manager as backup.
CITY MANAGER'S REPORT
  a. City Manager’s Report

PENDING BUSINESS
  a. Resolution 21-057(S-2), A Resolution of the City Council of Homer, Alaska Acknowledging the Sufficiency of the Bunnell Avenue/Charles Way Water and Sewer Improvement Special Assessment District and Approving the Improvement Plan, Estimated Cost of Improvement and Assessment Methodology. City Manager/Public Works Director.

Memorandum 22-021 from City Clerk as backup

NEW BUSINESS

RESOLUTIONS

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY ATTORNEY

COMMENTS OF THE CITY CLERK

COMMENTS OF THE CITY MANAGER

COMMENTS OF THE MAYOR

COMMENTS OF THE CITY COUNCIL

ADJOURNMENT
Next Regular Meeting is Monday, February 14, 2022 at 6:00 p.m., Committee of the Whole at 5:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.
Session 22-01 a Special Meeting of the Homer City Council was called to order on January 10, 2022 by Mayor Ken Castner at 2:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

PRESENT: COUNCILMEMBERS ADERHOLD, DAVIS, ERICKSON, HANSEN-CAVASOS, LORD, VENUTI
STAFF: CITY MANAGER DUMOUCHEL
CITY CLERK JACOBSEN
CITY ATTORNEY GATTI
ATTORNEY BOWMAN

AGENDA APPROVAL (Only those matters on the noticed agenda may be considered, pursuant to City Council’s Operating Manual, pg. 6)

ADERHOLD/LORD MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried

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

PENDING BUSINESS

NEW BUSINESS
a. Memorandum 22-016 from City Clerk re: Request for Executive Session Pursuant to AS 44.62.310 (C)(1 & 3) Matters, the Immediate Knowledge of Which would Clearly have an Adverse Effect upon the Finances of the Government Unit, Pending Litigation, and Attorney/Client Privilege. (VanZant et al vs City of Homer 3HO-20-00251 CI)

ADERHOLD/LORD MOVED TO RECESS INTO EXECUTIVE SESSION PURSUANT TO AS 44.62.310 (C)(1 & 3) MATTERS, THE IMMEDIATE KNOWLEDGE OF WHICH WOULD CLEARLY HAVE AN ADVERSE EFFECT UPON THE FINANCES OF THE GOVERNMENT UNIT, PENDING LITIGATION, AND ATTORNEY/CLIENT PRIVILEGE, REGARDING VANZANT ET AL VS CITY OF HOMER.

Mayor Castner noted for the record that City Manager Dumochel, Public Works Director Keiser, City Attorney Gatti and Attorney Bowman from JDO, and Jim Wilkins with AMLJIA will attend the executive session.

VOTE: YES: ADERHOLD, HANSEN-CAVASOS, DAVIS, LORD, ERICKSON, VENUTI

Motion carried.
Council recessed into executive session at 2:06 p.m. and Mayor Castner called the meeting back to order at 3:44 p.m.

COMMENTS OF THE AUDIENCE

ADJOURNMENT

There being no further business to come before the Council, Mayor Castner adjourned the meeting at 3:48 p.m. The next Regular Meeting is Monday, January 24, 2022 at 6:00 p.m., Committee of the Whole at 5:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

________________________________________
Melissa Jacobsen, MMC, City Clerk

Approved:_________________________________
Session 22-02 a Regular Meeting of the Homer City Council was called to order on January 10, 2022 by Mayor Ken Castner at 6:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

**PRESENT:** COUNCILMEMBERS ADERHOLD, DAVIS, ERICKSON, HANSEN-CAVASOS, LORD, VENUTI

**STAFF:**
- CITY MANAGER DUMOUCHEL
- CITY CLERK JACOBSEN
- DEPUTY CITY CLERK TUSSEY
- CITY PLANNER ABBOUD
- LIBRARY DIRECTOR BERRY
- FINANCE DIRECTOR WALTON
- SPECIAL PROJECTS & COMMUNICATIONS COORDINATOR CARROLL
- IT TECHNICIAN SULCZYNISKI
- PUBLIC WORKS DIRECTOR KEISER
- CITY ATTORNEY GATTI
- ATTORNEY BOWMAN

**AGENDA APPROVAL** (Only those matters on the noticed agenda may be considered, pursuant to City Council’s Operating Manual, pg. 6)

Mayor Castner announced the supplemental items: **CONSENT AGENDA** Ordinance 22-04, An Ordinance of the City Council of Homer, Alaska Amending the FY 2022 Capital Budget by appropriating $350,000 from the Homer Accelerated Roads and Trails (HART) Road Fund for the Purchase of a new Grader. City Manager/Public Works Director. Ordinance 22-04(S), An Ordinance of the City Council of Homer, Alaska Amending the FY 2022 Capital Budget by Appropriating $350,000 **$400,000** from the Homer Accelerated Roads and Trails (HART) Road Fund for the Purchase of a new Grader. City Manager/Public Works Director. Memorandum 22-016 from Public Works Director as backup, and a laydown written public comment on Ordinance 21-68 funding a portion of the Homer Business Advisory for SBDC.

ADERHOLD/LORD MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

**MAYORAL PROCLAMATIONS AND RECOGNITIONS**

**PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA**

**RECONSIDERATION**

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

b. Memorandum 22-001 from Mayor Castner Re: Term Expiration Update for Library Advisory Board Student Representative. Recommend approval.

c. Memorandum 22-002 from Deputy City Clerk Re: Liquor License Renewals for Finn's and Little Mermaid. Recommend approval.

d. Memorandum 22-003 from Deputy City Clerk Re: Standard Marijuana Cultivation License Renewal for Alaska Loven It, LLC and Marijuana Product Manufacturing Facility License Renewal for Cosmic Seaweed, LLC. Recommend approval.

e. Memorandum 22-004 from City Clerk Re: Travel Reimbursement for Mayor Castner's Attendance at the Kenai Peninsula Borough City Mayor's Meeting in Soldotna, Alaska and the Kenai Peninsula Economic Development District Industry Outlook Forum in Kenai, Alaska on January 5 and 6, 2022. Recommend approval.

f. Ordinance 22-01, An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget and Authorizing the Expenditure of $62,000 from the Land Fund to Acquire Two Parcels of Land and Drainage Easements Across Two Additional Parcels within the Bridge Creek Watershed Protection District and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. Erickson/Aderhold. Recommended dates Introduction January 10, 2022, Public Hearing and Second Reading January 24, 2022.

Memorandum 22-005 from Deputy City Planner & Special Projects Coordinator as backup

g. Ordinance 22-02, An Ordinance of the City Council of Homer, Alaska Amending Title 21.55.090(a)(1) Required Number of Parking Spaces to Change the Parking Requirements for Detached One Bedroom or Efficiency Dwelling Units. Planning Commission. Recommended Dates Introduction January 10, 2022, Public Hearing and Second Reading January 24, 2022.

Memorandum 22-006 from City Planner as backup.

h. Ordinance 22-03, An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget and Authorizing the Expenditure of an Amount not to Exceed $45,000 from the Homer Accelerated Water and Sewer Program Fund to Reimburse a Private Developer for the Design and Construction of the Pennock Street Water Main Gap. City Manager/Public Works Director. Recommended dates Introduction January 10, 2022, Public Hearing and Second Reading January 24, 2022.

Memorandum 22-007 from Public Works Director as backup.


Memorandum 22-008 from Public Works Director as backup.

Moved to Ordinances item b. Aderhold.

Memorandum 22-009 from Public Works Director as backup.

k. Resolution 22-001, A Resolution of the City Council of Homer, Alaska Confirming the City Manager's Appointment of Melissa Jacobsen as Acting City Manager for Calendar Year 2022. City Manager. Recommend adoption.

l. Resolution 22-002, A Resolution of the City Council of Homer, Alaska Confirming the Appointment of Elizabeth Walton as Treasurer and Jenna DeLumeau as Deputy Treasurer for Calendar Year 2022. City Manager. Recommend adoption.

m. Resolution 22-003, A Resolution of the City Council of Homer, Alaska Designating Signatories of City Accounts and Superseding any Previous Resolutions so Designating. City Manager/Finance Director. Recommend adoption.

n. Resolution 22-004, A Resolution of the City Council of Homer, Alaska Awarding the Contract for the Alder Lane Water Main Construction Project to Scott’s Plumbing of Kodiak, Alaska in the Amount of $269,930 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director. Recommend adoption.

Memorandum 22-009 from Public Works Director as backup.


Memorandum 22-011 from City Clerk as backup.


Memorandum 22-012 from Deputy City Planner & Special Projects Coordinator as backup.


Memorandum 22-013 from Port Director as backup.

r. Resolution 22-008, A Resolution of the City Council of Homer, Alaska Increasing the Membership of the American with Disabilities Act (ADA) Compliance Committee from Five to Seven Members. Aderhold. Recommend adoption.
Memorandum 22-014 from ADA Compliance Committee as backup.

Item i. was moved to Ordinances item b. Aderhold.

City Clerk Jacobsen read the consent agenda and recommendations.

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

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

VISITORS

a. Homer Chamber of Commerce Marketing Update – Brad Anderson, Executive Director (10 Minutes)

Brad Anderson, Executive Director, and Tom Soderholm, Board of Director President, presented the Homer Chamber of Commerce’s annual marketing update. They spoke to the various events that took place throughout 2021, revenue comparisons to past years, the features of their new website, what was accomplished with a significant COVID-safe travel grant they received, highlights of their marketing efforts, and what the Chamber is expecting for 2022.


Prince William Sound RCAC Homer representatives Robert Archibald and Carla Stanley, and RCAC staff Betsi Oliver and Vinnie Catalano, gave a breakdown on the proposed changes for oil spill prevention and response regulations from the Alaska Department of Environmental Conservation.

In response to Mayor Castner, Mr. Archibald commented on how Resolution 22-009 that is before City Council provides sufficient support on the matter. Councilmembers Lord, Aderhold, Venuti, and Mayor Castner all voiced their support and appreciation for the work RCAC has done.

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

a. Worksession Report

City Manager Dumouchel reported Public Works Director Keiser gave a presentation regarding a Homer green stormwater management system followed by a question and answer session with Council. The presentation considered the history of drainage research, gaps in our knowledge, drainage problems, concepts or projects, and potential next steps.

b. Committee of the Whole Report

Councilmember Aderhold reported Council briefly discussed the resolution regarding comments to the Alaska Department of Environmental Conservation, and the bulk of the meeting discussing the Land Allocation Plan, which just passed on the Consent Agenda.

c. Mayor’s Report
Mayor Castner reported on his meeting last week with Seward Mayor Christie Terry, Kenai Mayor Brian Gabriel, and Soldotna Mayor Paul Whitney. They spoke about common problems, uncommon problems, and just things in general. They plan to meet again at AML. Following a scheduling change with the Kenai Peninsula Borough Mayor’s Chief of Staff, Mayor Castner ended up having a one-on-one meeting with Borough Mayor Charles Pierce. Mayor Pierce shared some of his ambitions for his second term and Mayor Castner noted it was a cordial meeting. He then met with the Chief of Staff Aaron Rhodes the next day. Mayor Castner stayed for the Kenai Peninsula Economic Development District (KPEDD) Industry Forum and commented on the large amount of information provided.

d. Borough Report

e. Planning Commission

f. Economic Development Advisory Commission (EDC)

EDC Chair Karin Marks reported at their December meeting the Commission continued their work on the Wayfinding-Streetscape Plan (which they plan to make a recommendation on to Council at their meeting tomorrow), and discussed and voted in support of Ordinance 21-68 for the Alaska Small Business Development Center Homer business advisory position.

Ms. Marks spoke as the KPEDD Homer Representative regarding the Industry Outlook Forum, noting the following: the recording of the forum can be found on the KPEDD’s website, how Homer will be hosting the forum next year and the kind of information the forum provides, and that KPEDD was part of the coalition that was one of 60 finalists awarded half a million dollars to pursue a $50 million grant for a proposal to develop a marine farming and aquaculture industry.

PUBLIC HEARING(S)


Memorandum 21-206 from Economic Development Advisory Commission as backup

Mayor Castner opened the public hearing for Ordinance 21-68.

Brad Anderson, Chamber Executive Director, commented how they saw firsthand how effective having a small business advisor in the Chamber can be. With 98% of our businesses in Homer being small business based, they are the lifeblood of our economy. It has been great watching them come through; they understand the business they want to do but they’re not technically great business people, so they need that help on how to structure a business, where the pitfalls are, how they apply, and to make sure they can be successful. He believes that’s the key of having that position, how valuable it is, in our town.

Karin Marks, resident, commented in favor or Ordinance 21-68. She shared her experiences when she became a new business owner in Homer 30 years ago, and how from her perspective, and with today’s situation, it is important that Homer help provide assistance for people with ideas, interests, and skills to create and grow small businesses here. Embracing small businesses creates revenue for the City through taxes and is not a request for a typical nonprofit. She emphasized how there needs to be
economic growth in Homer to sustain our community, and small businesses are a perfect match since that’s what our community appreciates and at a time when many people are looking for self-employment to improve their quality of life. Ms. Marks introduced Robert Greene, who was sitting in the audience, the number of assistance requests that had come in during the position’s time of leave.

Jan Knutson, Homer Chamber of Commerce Visitor Center Manager and Membership Liaison, voiced support for the business advisor position from the Chamber’s perspective. She provided a synopsis of the position’s history working out of the Chamber, how it’s supported by the City Councils in other Alaskan communities, and how important it is to have a regional office for Homer.

Andrew Underwood, local business owner, commented on how his relationship with the SBA has been outstanding and the advice and counsel he has received has been phenomenal. He thinks that having the position funded in the City keeps Homer more competitive and is vital to the local business community.

Robert Green, city resident, introduced himself as the current Alaska Small Business Development Center Advisor and explained how he started as a financial advisor and the work he does. He voiced his appreciation for their support.

Cliff Cochran, Kenai Peninsula resident, commented in support of the ordinance. He spoke to the need for small business support in the wake of the COVID-19 pandemic, the importance of having a reliable local resource to lean on, and the need for free business consultation during tight budgeting. He commented how the SBC is that free resource, and a vote in favor of the ordinance is a statement on how they feel about small businesses in Homer.

There were no further comments. Mayor Castner closed the public hearing and asked for a motion.

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 21-68 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Councilmember Lord spoke to her experiences the last time there was a funding request for the Business Advisor position when she served on the Economic Development Advisory Commission and how ultimately their recommendation at that time was it be funded through the Homer Foundation. She commented how she is a small business owner and fully supports small businesses. Council has worked to funnel all their nonprofit support to the Homer Foundation and she does not think she can support funding line item funding for nonprofit operations outside of our current budget. They have worked through the Homer Foundation as a way to help distribute funds into the community, which is why she can’t support the ordinance as-is but would support it as additional funding through the Homer Foundation. She noted that since the City does not have economic development arm, they outsource that through partnerships, and that there are other things we should be doing as a City with taxpayer dollars. Councilmember Lord pointed out that while the intention is a one-year appropriation, on Line 20 it notes three years of funding.

Councilmember Venuti voiced her support for the ordinance, and how her work on a Homer Foundation committee taught her that this type of funding item would not likely be supported by the Homer Foundation. There was also a time constraint that would have prevented its funding. She commented on how the education field does not do a good enough job of teaching the business and tax skills that are provided by this position.
Councilmember Davis shared his experiences working with the SBA advisor. He appreciated the business advisor positions being supported in other communities at the borough and state level but is unsure about using local public dollars to fund the position.

Councilmember Erickson commented on how things in our world are changing so quickly, and there’s a strong need to have a local resource to help guide business owners through these difficult times.

Councilmember Aderhold commented how she had not considered the comments regarding the Homer Foundation, and her thoughts on how this funding request is different from other nonprofit requests. She does not support three years of funding, but would support one year, and would want reports from the SBC to know how the funds were used to show it has been a good investment in our local businesses.

Councilmember Lord thanked everyone for their comments, and that she fully supports their reasons, but that her concern is primarily with the City’s budget and how we’re allocating taxpayer’s dollars to fund City services through the City budget process.

Councilmember Venuti reminded councilmembers that the EDC passed a motion of recommendation and they should listen to their advisory bodies; they should not set a precedence of not listening to them.

Councilmember Davis voiced his full support for the position and that the EDC was completely right to support it. It still comes down to the question of if it’s the best use of taxpayer money and for us to just start appropriating funds for this particular job when the state and borough and federal government, who has been funding it until now, has decided they’re not going to anymore.

Mayor Castner commented when the pandemic started, we did an inventory of small businesses and found 1,023 small businesses collected sales tax for the City; that’s a huge constituency. You need to think about what makes this place hum.

VOTE: YES: VENUTI, ERICKSON, ADERHOLD, HANSEN-CAVASOS
NO: LORD, DAVIS

Motion carried.

b. Ordinance 21-69, An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget and Appropriating $70,485 from the Homer Accelerated Water and Sewer Program (HAWSP) Fund for Installation of a Water Main Extension as part of the Alaska Department of Transportation and Public Facilities Repaving Project. City Manager/Public Works Director. Introduction December 13, 2021 Public Hearing and Second Reading January 10, 2022.

Memorandum 21-207 from Public Works Director as backup

Mayor Castner opened the public hearing for Ordinance 21-69.

Scott Adams, city resident, commented he is unsure how far of an area this amount of money will cover, but he is hoping it connects to the top-back area of Bayview Subdivision to the area that’s not connected because 1) we don’t know when the next time this will be taken care of, and 2) the areas that got annexed into the City were under the assumption they were going to receive water because that
was the big push that they may possibly connect if there is actual pipeline there. So with the growth of our town he thinks it’s a good investment.

There were no further comments. Mayor Castner closed the public hearing and asked for a motion.

ADERHOLD/LORD MOVED TO ADOPT ORDINANCE 21-69 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Councilmember Aderhold voiced her support for the ordinance, and her appreciation that it was a constituent who brought this to their attention and that we have a public works director who recognized the opportunity and brought the ordinance forward.

ADERHOLD/LORD MOVED TO AMEND THE TITLE ON LINE 12 AFTER THE WORDS “PUBLIC FACILITIES” TO INSERT THE WORDS “EAST HILL ROAD”.

There was no discussion.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

There was no further discussion.

VOTE (main motion as amended): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

c. Ordinance 21-70, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Chapter 15.10.010 to Include Oscar Munson Subdivision Lot 34 in the Ocean Drive Loop Special Service District. City Manager/Public Works Director. Introduction December 13, 2021 Public Hearing and Second Reading January 10, 2022.

Memorandum 21-208 from Public Works Director as backup

Mayor Castner opened the public hearing for Ordinance 21-70. There being no comments, Mayor Castner closed the public hearing and asked for a motion.

ADERHOLD/LORD MOVED TO ADOPT ORDINANCE 21-70 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.


Memorandum 21-216 from Public Works Director as backup
Mayor Castner opened the public hearing for Ordinance 21-71. There being no comments, Mayor Castner closed the public hearing and asked for a motion.

ADERHOLD/LORD MOVED TO ADOPT ORDINANCE 21-71 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

In response to a question from Mayor Castner, City Manager Dumouchel deferred to Public Works Director Keiser. Ms. Keiser gave a brief breakdown of the project costs and where the additional appropriation is needed. She explained how the HAWSP funds are being used for this project.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

e. Ordinance 21-72, An Ordinance of the City Council of Homer, Alaska Appropriating $3,400 from the Land Fund to Acquire Tax Foreclosed Property from the Kenai Peninsula Borough and Retaining the Property for the Public Purpose of Determining the Special Assessment Liens and Creating a Clear Title to the Property, and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Introduction December 13, 2021 Public Hearing and Second Reading January 10, 2022.

Memorandum 21-209 from Deputy City Planner as backup

Mayor Castner opened the public hearing for Ordinance 21-72.

Public Works Director Keiser pointed out that these parcels are Parcels 24 and 25 that were listed in her presentation about the Green Infrastructure. We would plan to use these parcels as part of the Checkerboard Kachemak Drive Sponge project.

There were no further comments. Mayor Castner closed the public hearing and asked for a motion.

ADERHOLD/LORD MOVED TO ADOPT ORDINANCE 21-72 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

f. Ordinance 21-73, An Ordinance of the City Council of Homer, Alaska Accepting a Healthy and Equitable Community Grant from the State of Alaska Department of Health and Social Services (DHSS) and Authorizing the City Manager to Negotiate and Execute a Memorandum of Agreement with DHSS and a Sub-Grant Award of the Funds to South Peninsula Hospital to help Maintain Free Community Access to COVID-19 Testing and Vaccines and to Initiate a Community Health Needs Assessment. City Manager. Introduction December 13, 2021 Public Hearing and Second Reading January 10, 2022.

Memorandum 21-210 from Special Projects and Communications Coordinator as backup

Mayor Castner opened the public hearing for Ordinance 21-73. There being no comments, Mayor Castner closed the public hearing and asked for a motion.
ADORHOLD/LORD MOVED TO ADOPT ORDINANCE 21-73 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Councilmember Venuti shared an experience she had with a student that benefitted from the free COVID-19 testing services and voiced her thanks for this extremely important service.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

ORDINANCE(S)

a. Ordinance 22-06, An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget and Authorizing the Expenditure of an Additional $80,476.50 from the Homer Accelerated Water and Sewer Program Fund to Complete the Alder Lane Water Improvement Project. City Manager/Public Works Director. Recommended Dates Introduction January 10, 2022, Public Hearing and Second Reading January 24, 2022. Memorandum 22-010 from Public Works Director as backup.

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

ADORHOLD/LORD MOVED TO INTRODUCE ORDINANCE 22-06 BY READING OF TITLE ONLY.

Councilmember Lord inquired on a funding discrepancy in the title. Public Works Director Keiser apologized for the typo and requested they amend the ordinance. Councilmember Lord requested an amended ordinance come back for their second meeting.

Mayor Castner explained his reasoning for not placing this agenda item on the Consent Agenda, and how he feels they need to have the discussion on how HAWSP funds are used. Councilmember Lord agreed those discussions need to happen, but at a policy level. Mayor Castner voiced his concerns.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.


Ordinance 22-04(S), An Ordinance of the City Council of Homer, Alaska Amending the FY 2022 Capital Budget by Appropriating $350,000 from the Homer Accelerated Roads and Trails (HART) Road Fund for the Purchase of a new Grader. City Manager/Public Works Director. Memorandum 22-016 from Public Works Director as backup.

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

ADORHOLD/LORD MOVED TO INTRODUCE ORDINANCE 22-04 BY READING OF TITLE ONLY.
ADERHOLD/LORD MOVED TO SUBSTITUTE 22-04(S) FOR 22-04.

There was no discussion on the motion to substitute.

VOTE (substitution): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Councilmember Lord commented on the incredible inflation of costs for things and the delay in getting things. She appreciates the feedback from Public Works as they have had a number of cost increases for different things, and believes the administration is doing it but to make sure they are getting orders in where funds have already be allocated, and to look for alternatives if possible.

City Manager Dumouchel commented that when setting the capital budget, instead of splitting things between Fiscal Year 2022 and 2023, they put everything in FY2022 knowing they had a cost inflation pressure and supply chain issue. He has advised leadership staff that if we have an opportunity and approval, to get it right now. The issue they have run into is many places won’t take orders; they’re not allowing you to pay for an item in order to wait for it. In the case of the new loader brought in, that happened to be someone else’s deal that fell through and we took it.

VOTE (main motion): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

CITY MANAGER’S REPORT

a. City Manager's Report

City Manager Dumouchel reported on the HERC survey results as they stand now, with the survey closing today. There were quite a few people who asked to be contacted for more information, so staff is currently making those calls and interviews. He commented on the provided 2024-2025 budget schedule and processes; in February we'll have a 2nd quarter report coming out and after that we'll be on a better system. There has been ice in the harbor and an advisory for smaller vessels. He provided an update on harbor dumpster use and compliance per the new City Code.

Councilmember Lord appreciated the financial reports on a scheduled basis and requested if the memo that accompanies it could explain the highlights, like when things are significantly higher or lower than usual. She noted that this is the first meeting in a very long time that we did not have a COVID update from healthcare. Mayor Castner responded it was from a lack of scheduling availability, and not that we didn’t ask them to come.

PENDING BUSINESS


Ordinance 21-63(S-3), An Ordinance of the City Council of Homer, Alaska Settling the Current and Future Distributions Directing Disposition of Income and Debt Amounts Held in the
Natural Gas Distribution Special Assessment Bond Sinking Fund, and Accepting and Appropriating Future Free Main Allowance Refunds Related Matters. Mayor/City Manager.

Memorandum 21-200 from City Manager as backup
Memorandum 21-191 from City Manager as backup
Memorandum 21-187 from Finance Director as backup

Mayor Castner announced there is a motion on the floor from the December 13th meeting by Lord/Aderhold to adopt Ordinance 21-63(S-2) by reading of title only for second and final reading.

ADERHOLD/LORD MOVED TO SUBSTITUTE ORDINANCE 21-63(S-2) FOR 21-63(S-3).

There was no discussion on the motion to substitute.

VOTE (substitution): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Councilmember Lord voiced her appreciation for the amount of work that has gone into this piece of legislation. She spoke to her proposed amendment provided to City Council as a laydown item and opined if they would want to have another public hearing on it.

LORD/ADERHOLD MOVED TO AMEND ON LINE 75 TO INSERT THREE WHEREAS CLAUSES:

"WHEREAS, THE CITY RECOGNIZES THE FREE MAIN ALLOWANCE, INCLUDING THE FREE MAIN ALLOWANCE FUNDS ALREADY USED TO PREPAY THE BOND, AS DIRECT PAYMENTS FROM PROJECT PROPERTY OWNERS AND STRONGLY ENCOURAGES FUTURE DISPOSITION OF ALL RECEIVED REVENUES INTO THE FUND (BOTH FREE MAIN ALLOWANCE AND ASSESSMENTS) TO SPECIFICALLY BENEFIT PROPERTIES WITHIN THE PROJECT; AND"

"WHEREAS, ALL COSTS TO THE CITY RELATING TO THE CONVERSION TO NATURAL GAS OF CITY-OWNED FACILITIES ARE COSTS INCURRED AS A PROPERTY OWNER AND SHOULD NOT RECEIVE REIMBURSEMENT THROUGH THE FREE MAIN ALLOWANCE OR ASSESSMENTS, EXCEPT AS COSTS MAY BE RELATED TO THE ADMINISTRATION OF THE PROJECT; AND"

"WHEREAS, BOTH PRIVATE LANDOWNERS AND CITY TAXPAYERS RECEIVE THE BENEFIT IN REDUCED UTILITY EXPENSES AS A RESULT OF THE PROJECT AND ALL FUTURE REVENUES INTO THE FUND SHOULD BE DISTRIBUTED TO EQUITABLY BENEFIT ALL PROPERTIES WITHIN THE PROJECT, WITH PRIVATE AND CITY-OWNED PROPERTIES TREATED SIMILARLY; AND"

Mayor Castner inquired to City Attorney Gatti if there was any language in this ordinance that would be considered a liability to the City. City Attorney Gatti said he did not have an answer at this time and would be more inclined to refer to Finance. He would suggest to postpone voting on the ordinance if they wanted an answer.

City Manager Dumouchel noted he just received feedback from Finance Director Walton that this would be listed as revenue so it’s not going to say liability on our books. He commented that the proposed amendments by Councilmember Lord are not changing any of those functionalities.
Councilmember Davis clarified with Councilmember Lord that if we are no longer putting all these funds into the general fund balance, and the substitute keeps the funds as revenue coming in but keeps them in the sinking fund, and puts off the decision of what to do with those accounts.

Councilmember Erickson voiced her support of the well-written amendment and how it says to specifically benefit properties within the project.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Councilmember Aderhold voiced her appreciation for all the work that went into this. She will be supporting this ordinance but had a few typographical corrections that the City Clerk can make. She noted that Councilmember Lord had commented on possibly bringing it back for a public hearing and if that was still needed. Mayor Castner noted there are no cardinal changes to the intent and is still the same from when it was introduced.

VOTE (main motion as amended): NON OBJECTIION: UNANIMOUS CONSENT

Motion carried.

b. Resolution 21-073, A Resolution of the City Council of Homer, Alaska Updating the City of Homer Gift, Donation, and Art Policies, Procedures, and Guidelines to add a section on Murals, and Amend Language and Processes.

Memorandum 22-016 from City Clerk as backup
Memorandum 21-175 from City Clerk as backup

Mayor Castner introduced the item by reading the title and asked for a motion.

ADERHOLD/LORD MOVED TO POSTPONE RESOLUTION 21-073 TO THE FEBRUARY 28, 2022 REGULAR MEETING.

Councilmember Lord commented on the degree of which the City is setting policy that effects murals and art on private property. City Attorney Gatti pointed out the purpose of the policy is directly limited to public lands only. He commented that he will be discussing it further with the City Clerk’s Office.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

NEW BUSINESS

a. Memorandum 22-015 from City Clerk Re: Travel Authorization for Mayor and Councilmembers to attend the AML Winter Legislative Conference held February 16-18, 2022 in Juneau, Alaska.

ADERHOLD/LORD MOVED TO AUTHORIZE TRAVEL FOR LORD, DAVIS, AND ERICKSON TO ATTEND THE AML WINTER LEGISLATIVE CONFERENCE IN JUNEAU ON FEBRUARY 16-18, AND FOR AN ADDITIONAL DAY ON THE 15TH IF NECESSARY TO ACCOMMODATE TRAVEL TO JUNEAU.

Councilmember Aderhold commented how she has already had opportunities to travel to Juneau and wished to back out in the interest of allowing others to have that experience.
Mayor Castner commented on the feedback he gathered from other mayors that no other communities have a policy in regards to travel or restrictions on how many people went.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

RESOLUTIONS


ADERHOLD/VENUTI MOVED TO ADOPT RESOLUTION 22-009 BY READING OF TITLE ONLY.

Councilmember Aderhold reiterated her comments on how she was approached by the Prince William Sound and Cook Inlet Regional Citizens Advisory Council (RCAC) to sponsor this resolution, and explained the logic behind the whereas clauses she wrote up.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

b. Resolution 22-010, A Resolution of the City Council of Homer, Alaska Appreciating and Commending the Delegates of the 2021 Conference of Young Alaskans and Recognizing the Resolutions they Passed. Aderhold.

ADERHOLD/LORD MOVED TO ADOPT RESOLUTION 22-010 BY READING OF TITLE ONLY.

Councilmembers and Mayor Castner discussed the resolutions written by the Conference of Young Alaskan participants and voiced their recognition of the work they accomplished.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

COMMENTS OF THE AUDIENCE

Wayne Aderhold, city resident, voiced his support for the COVID-19 services being provided and how Homer is lucky we do not have the wait times like other communities do. He noted he will be starting another history class tomorrow and commented how wonderful of an institution our college is.

Robert Archibald, city resident, thanked City Council for approving Resolution 22-009 and supporting the Prince William Sound and Cook Inlet Regional Citizens Advisory Council.

COMMENTS OF THE CITY ATTORNEY

City Attorney Gatti thanked the Council and Mayor Castner and wished them a pleasant evening.

COMMENTS OF THE CITY CLERK

City Clerk Jacobsen reviewed openings on the Library Advisory Board, the Port and Harbor Advisory Commission, and for a Student Representative on the Economic Development Advisory Commission.
COMMENTS OF THE CITY MANAGER

City Manager Dumouchel thanked City Council for their work today. He announced the employment positions open with the City.

COMMENTS OF THE MAYOR

Mayor Castner thanked Council and commended them for their efforts.

COMMENTS OF THE CITY COUNCIL

Councilmember Lord wished everyone a happy 2022 and thanked the staff and councilmembers for putting in a long day. She voiced her appreciation for having in-depth and thoughtful conversations with the public and getting questions from her constituents, and encouraged the public to reach out.

Councilmember Erickson thanked the attorneys for attending. She voiced her appreciation and thanks to Public Works Director Keiser for taking on many important projects and making them happen.

Councilmember Davis reiterated the points made by Councilmember Erickson regarding Public Works Director Keiser, and thanked Ms. Keiser for her efforts.

Councilmember Aderhold welcomed everyone to 2022. She commented on how they passed a resolution tonight that adds two additional members to the ADA Compliance Committee, and to apply if anyone in the public is interested. She talked about a new literary journal that’s starting up in Homer, for those who have a story they want to share.

Councilmember Hansen-Cavasos thanked Mr. Archibald for all his work.

Councilmember Venuti shared the news of the passing of Jane Swain, a local citizen and long-time City election worker. She reported on her attendance at the HERC opening and Mike Illg’s idea to instead call it “Engaging People and Improving Community (EPIC)”. She held her Lunch with a Councilmember earlier today and noted what topics were discussed, including thanking Public Works Director Keiser for her work. She spoke to the winter carnival, encouraging attendance, and noted KPC is the only campus where enrollment went up and thanked all the college staff, students, and community partners who made it happen.

ADJOURN

There being no further business to come before Council Mayor Castner adjourned the meeting at 8:23 p.m. The next Regular Meeting is Monday, January 24, 2022 at 6:00 p.m., Committee of the Whole at 5:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.
TO: HOMER CITY COUNCIL
FROM: MAYOR CASTNER
DATE: JANUARY 18, 2022
SUBJECT: APPOINTMENT OF BOB SHAVELSON & REAPPOINTMENT OF MARK ZEISET TO THE PORT & HARBOR ADVISORY COMMISSION

Bob Shavelson is appointed to the Port and Harbor Advisory Commission to fill the seat vacated by Steve Zimmerman. His term will begin February 1, 2022 and expire February 1, 2025.

Mark Zeiset is reappointed to the Port and Harbor Advisory Commission. His new term expires February 1, 2025.

Recommendation

Confirm the appointment of Bob Shavelson and reappointment of Mark Zeiset to the Port and Harbor Advisory Commission.
Submission information

Form: Application for Appointment to an Advisory Body [1]
Submitted by Visitor (not verified)
Wed, 01/05/2022 - 5:42pm
63.140.82.203

Applicant Information

Full Name
Bob Shavelson

Physical Address Where you Claim Residency
705 West Fairview, Homer, AK 99603

Mailing Address
PO Box 1498, Homer, AK 99603

Phone Number(s)
907.299.3277

Email
bobshavelson@gmail.com

Advisory Bodies
Port & Harbor Advisory Commission – 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.

Residency

Are you a City Resident?  Yes
If yes, how long have you been a City Resident?  26 Years
How long have you been a resident of the South Peninsula Area?  26 Years

Background Information

Have you ever served on a similar advisory body?
Prince William Sound Regional Citizens Advisory Council (2014-Present); Fireweed Academy

Other memberships
Kachemak Bay Rotary Club (2017-Present). In my professional capacity with Cook Inletkeeper, I was a member of United Fishermen of Alaska, United Cook Inlet Drift Association & Homer Marine Trades until September 2021.

Special Training & Education
USCG Merchant Mariners Credential (OUPV/6-Pack); JD, University of Oregon, 1993 (Ocean & Coastal Law Certificate); BA, Boston University, 1986 (Biology & Chemistry), American Red Cross First Aid/CPR (2022).

Why are you interested in serving on the selected Advisory Body?
I want to serve on the Port & Harbor Advisory Commission because I see the Homer Harbor and the many businesses and families it supports as a vital hub in our community. Additionally, I have a strong interest in marine, fishery and maritime issues, and I played a significant role in the development of the Alaska Clean Harbors Program and the Alaska Derelict Vessel Program. I own a small skiff which I moor in the Harbor, so I would bring to the Commission the perspective of a Homer Harbor lessee and small boat user. I also run water taxis and freight for Mako’s Water Taxi, which provides me a unique perspective on commercial harbor operations, especially during the busy summer months. Finally, I worked closely with the City of Homer, Port & Harbor staff and the Homer Foundation to build the Homer Boat House Pavilion. I support the Homer Harbor Expansion Project, and I would like to see more commercial boat work capacity around the Harbor.

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

If yes, what is your primary use?
small boat owner/lessee and water taxi operator.

Source URL: https://www.cityofhomer-ak.gov/node/9051/submission/48569

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

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

Applicant Information

Full Name: Mark A. Zeiset Jr
Physical Address Where you Claim Residency: 4644 South Slope Drive
Mailing Address: PO Box 2145
City: Homer State: Ak Zip: 99603
Phone Number(s): 
Email: mark@southcentralradar.com

Advisory Body You Are Requesting Reappointment To

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

Please Answer the Following

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

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

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

How long have you served on this advisory body? 2 terms
**Background Information**

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

<table>
<thead>
<tr>
<th>Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homer Marine Trade Assoc.</td>
</tr>
<tr>
<td>Safe Harbor Broadcasting</td>
</tr>
</tbody>
</table>

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

See ATT pg.
I would like to be reappointed to the Port and Harbor Advisory Body. I feel that I have input on Port and Harbor issues. I am a business owner and Marine Tradesman that is in the Harbor daily. Also my business is on Port and Harbor leased property. I feel that I have a good insight to the daily happenings in the harbor and I have a personal interest in seeing the Port and Harbor as well as the City of Homer be successful. I love that our Port and Harbor is one of the nicer ones in the state and I want to see our harbor continue to grow and be the best it can be.

Thanks for your consideration

Mark Zeiset
An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget by Appropriating $15,000 from the Homer Accelerated Road and Trail Program Road Fund and $5,000 from both the Water and the Sewer Capital Asset Repair and Maintenance Allowance (CARMA) Funds for a total of $25,000, to Update the City of Homer’s Design Criteria Manual, Standard Construction Specifications, Standard Construction Details, and Reconcile Designated Elements of the Development Standards in Homer City Code.

Sponsor: City Manager/Public Works Director

1. City Council Regular Meeting January 24, 2022 Introduction

   Memorandum 22-018 from Public Works Director as backup
AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING THE FY22 CAPITAL BUDGET BY APPROPRIATING $15,000 FROM THE HOMER ACCELERATED ROAD AND TRAIL PROGRAM ROAD FUND AND $5,000 FROM BOTH THE WATER AND THE SEWER CAPITAL ASSET REPAIR AND MAINTENANCE ALLOWANCE (CARMA) FUNDS FOR A TOTAL OF $25,000, TO UPDATE THE CITY OF HOMER’S DESIGN CRITERIA MANUAL, STANDARD CONSTRUCTION SPECIFICATIONS, STANDARD CONSTRUCTION DETAILS, AND RECONCILE DESIGNATED ELEMENTS OF THE DEVELOPMENT STANDARDS IN HOMER CITY CODE.

WHEREAS, The City of Homer Design Criteria Manual is a cookbook that governs how the City’s infrastructure will be designed and built, whether the design/construction is accomplished by the City staff, consultants or private developers; and

WHEREAS, A standard set of criteria ensures that the City’s roads, water lines, sewer lines and drainage works are developed in a consistent manner that uses best management practices; and

WHEREAS, Homer’s Design Criteria Manual was developed in the 1980’s and needs to be updated, along with its companion documents, the Standard Construction Specifications and Standard Construction Details; and

WHEREAS, Homer’s Subdivision Development Standards will need to be reconciled with the updated design standards; and

WHEREAS, The final work products will guide the planning, design and execution of City capital projects and private developments for years to come.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY 2022 Capital Budget by appropriating $25,000 as follows:
Section 2. This is a budget amendment ordinance only, is not permanent in nature, and shall not be codified.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___th day of ______, 2022.

CITY OF HOMER

________________________
KEN CASTNER, MAYOR

ATTEST:

____________________________
MELISSA JACOBS, MMC, CITY CLERK

YES:
NO:
ABSTAIN:
ABSENT:

First Reading:
Public Reading:
Second Reading:
Effective Date:
Memorandum 22-018

TO: Mayor Castner and Homer City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Janette Keiser, Director of Public Works
DATE: January 14, 2022
SUBJECT: Request for Funding to Update Design Criteria Manual

Issue: The purpose of this Memorandum is to follow up on the January 10, 2022 Council Worksession regarding green infrastructure and storm water management by recommending that the City Council authorize funding to Update Homer’s Design Criteria Manual.

I. Background

The City of Homer Design Criteria Manual is a cookbook that governs how the City’s infrastructure will be designed and built, whether the design/construction is accomplished by the City staff, consultants or private developers. A standard set of criteria ensures that the City’s roads, water lines, sewer lines and drainage works are developed in a consistent manner that uses best management practices. The current Design Criteria Manual was developed in the 1980’s. It was based on the Municipality of Anchorage’s (MOA) Design Criteria Manual and focused mainly on roads and traditional drainage design. The MOA has updated its manual multiple times since its origin, to incorporate progressive strategies for storm water management and modern materials. It is past time for the City of Homer to do the same. For example, the MOA’s Design Criteria Manual contains guidelines for rain gardens, for both residential and commercial applications. As another example, new materials have been developed over the past decades, such as new sealants to help prevent storm water from infiltrating sewer manholes.

We propose to conduct a detailed review of our current Design Criteria Manual, as well as its companion documents, the Standard Construction Specifications and Standard Construction Details, and updating them to current best management practices. In particular, we will be focusing on addressing how storm water management is planned and executed. In addition, we will be reconciling the Subdivision Development Standards in the Homer City Code with the updated design standards. The final work products will guide the planning, design and execution of City capital projects and private developments for years to come.

We have received a proposal from Seaboard Engineering, Inc. (Carey Meyer, PE) to perform this work for the Lump Sum cost of $25,000. For the level of review we are contemplating, this is fair and
reason. Mr. Meyer is uniquely suited for this project because of his long familiarity with the City’s existing manuals, specifications and Codes.

II. Funding

We propose to fund this project from the HART Road Fund (50%), the Water CARMA Fund (25%) and the Sewer CARMA (25%) as follows:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>HART Road Fund</td>
<td>$15,000</td>
</tr>
<tr>
<td>Water CARMA Fund</td>
<td>$  5,000</td>
</tr>
<tr>
<td>Sewer CARMA Fund</td>
<td>$  5,000</td>
</tr>
<tr>
<td><strong>Total Estimated Cost</strong></td>
<td><strong>$25,000</strong></td>
</tr>
</tbody>
</table>

Funds are available in the accounts listed:

a. The minimum available balance in the HART Road Fund is $3,286,278, even after the most recent request for the purchase of the grader and service truck.
b. The minimum available balance in the Water CARMA Fund is $1,264,021
c. The minimum available balance in the Sewer CARMA Fund is $668,366
An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget and Authorizing the Expenditure of $62,000 from the Land Fund to Acquire Two Parcels of Land and Drainage Easements Across Two Additional Parcels within the Bridge Creek Watershed Protection District and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents.

Sponsor: Erickson/Aderhold

1. City Council Regular Meeting January 10, 2022 Introduction
   Memorandum 22-005 from Deputy City Planner & Special Projects Coordinator as backup

2. City Council Regular Meeting January 24, 2022 Public Hearing and Second Reading
CITY OF HOMER
HOMER, ALASKA

ORDINANCE 22-01

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING THE FY22 CAPITAL BUDGET AND AUTHORIZING THE EXPENDITURE OF $62,000 FROM THE LAND FUND TO ACQUIRE TWO PARCELS OF LAND AND DRAINAGE EASEMENTS ACROSS TWO ADDITIONAL PARCELS WITHIN THE BRIDGE CREEK WATERSHED PROTECTION DISTRICT AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE APPROPRIATE DOCUMENTS.

WHEREAS, Four property owners in the Bridge Creek Watershed Protection District (BCWPD) have approached the City with a proposal to sell two lots to the City, and selling a drainage easement across two additional properties; and

WHEREAS, Acquiring these lands and drainage easements will allow the city to protect over 2,000 linear feet of an important tributary to Bridge Creek; and

WHEREAS, Land acquisition within the watershed has been a long term goal in the Capital Improvement Plan; and

WHEREAS, The current balance of the Land Fund is approximately $240,000 and are available for purchase of the easements and properties.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The FY 22 capital budget is hereby amended by appropriating funds from the Land Fund account in the amount of $62,000 for the purpose of purchasing two parcels and drainage easements on two other properties

Expenditure:

<table>
<thead>
<tr>
<th>Account No.</th>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>150-0392</td>
<td>Land Fund</td>
<td>$62,000</td>
</tr>
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</table>

Section 2. The City Manager is authorized to sign the appropriate documents for the acquisition of drainage easements on Kenai Peninsula Borough Parcel 17370007 T 6S R 13W SEC 4 SEWARD MERIDIAN HM 0880054 BRIDGE CREEK COOPERATIVE SUB NO 2 LOT 4A, and Parcel 17370008, T 6S R 13W SEC 4 SEWARD MERIDIAN HM 0810005 BRIDGE CREEK COOPERATIVE SUB LOT 3.
Section 3. The City Manager is authorized to sign the appropriate documents for the acquisition of drainage easements on Kenai Peninsula Borough Parcel 17370004 T 6S R 13W SEC 4 SEWARD MERIDIAN HM 0810005 BRIDGE CREEK COOPERATIVE SUB LOT 7 and Parcel 1737003 T 6S R 13W SEC 4 SEWARD MERIDIAN HM 0810005 BRIDGE CREEK COOPERATIVE SUB LOT 8.

Section 4. This is a budget amendment ordinance, is temporary in nature, and shall not be codified.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this _____day of __________, 2022.

CITY OF HOMER

________________________________________
KEN CASTNER, MAYOR

ATTEST:

________________________________________
MELISSA JACOBSEN, MMC, CITY CLERK

YES:
NO:
ABSTAIN:
ABSENT:
First Reading:
Public Hearing:
Second Reading:
Effective Date:
TO: Mayor Castner and Homer City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Julie Engebretsen, Deputy City Planner and Special Projects Coordinator
DATE: January 3, 2022
SUBJECT: Ordinance 22-xx Bridge Creek Watershed land and easement purchase

Synopsis
Four property owners have approached the city about their lands in the Bridge Creek Watershed. Two lots are offered for sale (7 & 8 below) and two lots would have drainage easements granted to the City (3 & 4A below). City staff is working with our contracted realtor to make purchase offers contingent on Council approval of the ordinance. The two land purchases would increase city land ownership by just over 9.3 acres in the watershed.

Additionally, surveyor services under a term contract have been initiated to draw up the drainage easements. The easements would be 50 feet wide, centered on the Bridge Creek tributary. The easement length is just shy of 1200 linear feet of creek bed.

In total the land and easement acquisitions are not expected to exceed $62,000. The Land Fund has an approximate balance of $240,000.

(The Planning Department’s mapping software is undergoing maintenance. Hopefully a map will be available by the Council meeting, otherwise it will be presented for the public hearing.)

Rough Area Map:
Attachments

Kenai Peninsula Borough tax assessment values, lots 7 and 8
Ordinance 22-01
Purchasing two lots and two drainage easements
### General Information

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<thead>
<tr>
<th>Property ID</th>
<th>Display Name</th>
<th>Address</th>
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<tbody>
<tr>
<td>17370004</td>
<td>KUNTZ KARL J</td>
<td>PO BOX 31846 BELLINGHAM, WA 98228-3846</td>
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</table>

<table>
<thead>
<tr>
<th>Property ID</th>
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<tr>
<td>17370004</td>
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### Owners

<table>
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<tr>
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<th>Address</th>
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<tbody>
<tr>
<td>17370004</td>
<td>KUNTZ KARL J</td>
<td>PO BOX 31846</td>
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</tbody>
</table>

### Legal Description

- **Description**: T 6S R 13W SEC 4 Seward Meridian HM 0810005 BRIDGE CREEK COOPERATIVE SUB LOT 7

### Value History

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### Land Details

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<th>Land Type</th>
<th>Acres</th>
<th>Eff Frontage</th>
<th>Eff Depth</th>
<th>Asd Value</th>
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<th>Eff Depth</th>
<th>Asd Value</th>
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An Ordinance of the City Council of Homer, Alaska Amending Title 21.55.090(a)(1) Required Number of Parking Spaces to Change the Parking Requirements for Detached One Bedroom or Efficiency Dwelling Units.

Sponsor: Planning Commission

1. City Council Regular Meeting January 10, 2022 Introduction
   Memorandum 22-006 from City Planner as backup

2. City Council Regular Meeting January 24, 2022 Public Hearing and Second Reading
AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
AMENDING TITLE 21.55.090(a)(1) REQUIRED NUMBER OF PARKING SPACES TO CHANGE THE PARKING REQUIREMENTS FOR DETACHED ONE BEDROOM OR EFFICIENCY DWELLING UNITS.

WHEREAS, The 2018 Comprehensive Plan Chapter 4 Goal 1 states, “Guide Homer’s growth with a focus on increasing the supply and diversity of housing, protecting community character, encouraging infill, and helping minimize global impacts including limiting greenhouse gas emissions;” and

WHEREAS, The 2018 Comprehensive Plan Chapter 4 Goal 1 Objective C states “Maintain high quality residential neighborhoods, promote housing choice by supporting a variety of dwelling options;” and

WHEREAS, The 2018 Comprehensive Plan Chapter 4 Goal 3 Objective A States: Create a clear, coordinated regulatory framework that guides development; and

WHEREAS, Adopting parking code requirements that are uniform by dwelling type and building configuration results in clearer city code and a better guide for development.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. Homer City Code 21.55.090(a)(1), is hereby amended to read as follows:

<table>
<thead>
<tr>
<th>Use</th>
<th>Parking Spaces Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Dwellings.</td>
<td>Two per dwelling unit, or one per efficiency or one-bedroom dwelling when more than one dwelling unit is located on a parcel in a multifamily dwelling. Detached efficiency or one bedroom dwelling units shall provide an additional 1 guest parking space per four dwelling units. One per senior housing unit. A required parking space may be in a garage or carport if the structure is at least 12 feet wide, 20 feet long and eight feet high.</td>
</tr>
</tbody>
</table>
Section 2. This ordinance is permanent and general character and shall be included in the City Code.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this _____ day of __________, 2022.

CITY OF HOMER

________________________________________
KEN CASTNER, MAYOR

ATTEST:

________________________________________
MELISSA JACOBS, MMC, CITY CLERK

YES:
NO:
ABSTAIN:
ABSENT:

First Reading:
Public Hearing:
Second Reading:
Effective Date:
Memorandum 22-006 (PL21-01)

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: RICK ABBOUD, AICP, CITY PLANNER
DATE: DECEMBER 20, 2021
SUBJECT: PARKING REQUIREMENTS FOR MORE THAN A SINGLE ONE-BEDROOM AND/OR EFFICIENCY DWELLING

While working on permitting a worker housing development that included multiple structures supporting one-bedroom and efficiency dwellings on a single lot, we found that the code was inconsistent in regards to the parking requirements for efficiency units based on how they were provisioned. Units found in multi-family structures (3 or more dwellings) or a senior housing unit require one space per dwelling unit. If more than one dwelling unit was provisioned on a lot that consisted of a single unit in a structure and/or in duplexes, they would be required to provide two spaces per unit.

The proposed ordinance provides an option that would require less parking when multi-units are located one lot when utilizing detached dwellings or duplexes to support one-bedroom or efficiency units. The Commission recommends requiring one parking space per unit, plus one guest space per four detached efficiency or one bedroom units. I believe that this will help developments that will not need additional parking and may be applied to possible future affordable housing scenarios where multiple detached efficiency units may be proposed.

The proposal was an agenda item in four meetings of the Commission, with the last meeting of November 3rd being a public hearing. At the public hearing, the Commission passed a recommendation to adopt the ordinance with unanimous consent of the six commissioners present.

**Recommendation** – The Planning Commission recommends that the City Council adopt the proposed ordinance.

**Attachments:**
Proposed ordinance
Staff reports and corresponding meeting minutes
CITY OF HOMER
HOMER, ALASKA

Planning Commission

ORDINANCE 21-XX

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
AMENDING TITLE 21.55.090(a)(1) REQUIRED NUMBER OF PARKING SPACES TO CHANGE THE PARKING REQUIREMENTS FOR DETACHED ONE BEDROOM OR EFFICIENCY DWELLING UNITS.

WHEREAS, The 2018 Comprehensive Plan Chapter 4 Goal 1 states, “Guide Homer’s growth with a focus on increasing the supply and diversity of housing, protecting community character, encouraging infill, and helping minimize global impacts including limiting greenhouse gas emissions;” and

WHEREAS, The 2018 Comprehensive Plan Chapter 4 Goal 1 Objective C states “Maintain high quality residential neighborhoods, promote housing choice by supporting a variety of dwelling options;” and

WHEREAS, The 2018 Comprehensive Plan Chapter 4 Goal 3 Objective A States: Create a clear, coordinated regulatory framework that guides development; and

WHEREAS, Adopting parking code requirements are uniform by dwelling type and building configuration results in more clear city code and better guide for development.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. Homer City Code 21.55.090(a)(1), is hereby amended to read as follows:

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<td>1. Dwellings.</td>
<td>Two per dwelling unit, or one per efficiency or one-bedroom dwelling <strong>when more than one dwelling unit is located on a parcel of a multifamily dwelling.</strong> Detached efficiency or one bedroom dwelling units shall provide an additional 1 guest parking space per four dwelling units.</td>
</tr>
<tr>
<td></td>
<td>One per senior housing unit.</td>
</tr>
<tr>
<td></td>
<td>A required parking space may be in a garage or carport if the structure is at least 12 feet wide, 20 feet long and eight feet high.</td>
</tr>
</tbody>
</table>
Section 2 or the last section. This Ordinance is of a permanent and general character and shall be included in the City Code.

The last section might read

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

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this _____day of __________, 2021.

CITY OF HOMER

________________________
KEN CASTNER, MAYOR

ATTEST:

________________________________________
MELISSA JACOBSEN, MMC, CITY CLERK

YES:
NO:
ABSTAIN:
ABSENT:
First Reading:
Public Hearing:
Second Reading:
Effective Date:

Reviewed and Approved as to form and content:

__________________________   ______________________ ___
Rob Dumouchel, City Manager   Michael Gatti, City Attorney

Date: _______________    Date: _______________
Introduction
The parking code was revised in 2009, via ordinance 09-12(A). It was a major overhaul! The number of required parking spaces was reduced, and parking dimensions were made smaller. Overall, the regulations have worked for our community, are ‘right sized’ for businesses in a community of our size, and are in line with industry averages. The one area where the parking code could use further amendment is in relation to dwelling units. Our standards are high for multifamily dwellings and for small detached units like cabins.

Analysis
Homer tends to have a development pattern of several small cabins on a lot, with two required parking spaces each. If the efficiency units were in one large building, only one parking space is required. Staff would like to review the current code with the Commission, and reduce or equalize the parking requirements for studio and one bedroom apartments in a larger building and detached accessory cabins.

Example: a multifamily dwelling in City Code means one building with three or more dwelling units. A duplex is a building with two units. Code for parking spaces only allows for a reduction for multifamily (3 more) units. In Homer, we don’t see a lot of multifamily construction. Individual cabins are more common, as small as 500 square feet, yet code still requires two parking spaces.

HCC 21.55.090 (1)

<table>
<thead>
<tr>
<th>Use</th>
<th>Parking Spaces Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Dwellings.</td>
<td>Two per dwelling unit, or one per efficiency or one-bedroom dwelling unit in a multifamily dwelling.</td>
</tr>
</tbody>
</table>
Revised language: Two per dwelling unit, or one per efficiency or one bedroom unit when more than one dwelling unit is located on a parcel.

Staff Recommendation: Amend the parking code so that the primary dwelling on the property still has two required parking spaces, but subsequent studio or one bedroom attached or detached dwelling units have only one required parking space. If the Commission is in agreement, staff will draft an ordinance and schedule a public hearing.
D. Staff Report 21-45, Parking Code

Chair Smith introduced the item by reading of the title and invited City Planner Abboud to provide his report.

City Planner Abboud reported that the number of parking spaces is higher than the standards used in other communities. Especially for multi-family dwellings and small detached units like cabins. If the efficiency units are in one building on one spot is required but if there are several small cabins on one lot each is required to have two parking spaces. They would like to amend City Code to adjust the requirement to one space for small 500 square foot cabins or efficiencies.

Chair Smith inquired about how or where visitors would park and how would that be configured.

City Planner Abboud responded that staff could work on that and bring it back before the commission. He further acknowledged that there was no parking on city streets, possibly working on off-site parking, the likelihood of someone not having a vehicle especially living in the center of town.

HIGHLAND/VENUTI MOVE TO ADOPT STAFF REPORT 21-45 AND AMEND HOMER CITY CODE 21.55.090 (1) TO ALLOW TWO PARKING SPACES PER DWELLING UNIT OR ONE PARKING SPACE PER EFFICIENCY OR ONE BEDROOM UNIT WHEN MORE THAN ONE DWELLING UNIT IS LOCATED ON A PARCEL
Discussion on parking for visitors if there is no dedicated parking on site; this applies only to efficiency/studio units. Evaluation of a formula where a maximum is established and then additional spaces are required; if project is in the center of town the likelihood that the occupant would have a car or have many visitors is unlikely but to require parking that will not be used is a waste of real estate.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

E. Staff Report 21-42, Large Retail and Wholesale Stores

Chair Smith introduced the item by reading of the title.

City Planner Abboud reviewed discussion points from the worksession and then proceeded to continue reviewing proposed changes to Title 21.57.

Chair Smith commented that it was a good visioning exercise and suggested a worksession for the Commission to discuss with staff the proposed amendments.

Chair Smith and City Planner Abboud facilitated additional discussion on the following:
- How these amendments would work with the Community Design Manual
- Does it need to be duplicated in city code
- Original city code was developed to combat change and change happened anyway.
- It is important to grow the City inside out as it is beginning to be difficult to develop commercial projects. The new grocery store being developed out East End Road and there is no benefit to the city.
- The city needs to temper its code and zoning requirements for large retail developments.
- Homer has grown immensely over the last twenty years.

City Planner Abboud will work on these considerations and present the amendments for a future meeting.

F. Memorandum Re: City of Homer Draft 2022-27 Capital Improvement Plan (CIP)

Chair Smith introduced the item by reading of the title. He noted the information provided by Ms. Carroll at the worksession.

City Planner Abboud reviewed the process briefly for the Commission and requested each Commissioner submit their top two projects.

The Commissioners then provided their top two projects from the draft Capital Improvement Plan for City Planner Abboud to list.
Introduction
At the last meeting, Staff Report 21-45 introduced the Commission to the idea of equalizing the parking requirements for studio or one bedroom dwelling units. The Commission passed a motion in support of the change but had some questions about guest parking. Prior to scheduling a hearing, staff would like to address those concerns.

Commission voted to approve the bold and underlined text below. (A public hearing is the next step).

<table>
<thead>
<tr>
<th>Use</th>
<th>Parking Spaces Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Dwellings.</td>
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</tr>
</tbody>
</table>

Analysis
The parking code had major amendments in 2009, which allowed studio units in multifamily buildings to have 1 parking space. Over the past decade, this has allowed new construction to reduce the number of spaces with no complaints or issues reported to our department. The building/owner could decide to build more parking, depending on the type of tenant/use anticipated. Examples of permitted projects are provided on the following page.

I researched a few codes in regard to guest parking. I found that if additional guest parking is required, there is usually less required parking per dwelling unit. The guest parking is then added to the overall site. The end results are very similar to the proposed code amendment. If the Commission wishes to add guest parking as a requirement, staff recommends one guest
space per four dwelling units. An example of parking and guest parking requirements from Anacortes WA, is attached.

**Kirkland WA:** guest parking of an additional 10% is required. See table

Spaces required:
1.2 per studio unit.
1.3 per 1 bedroom unit.
1.6 per 2 bedroom unit.
1.8 per 3 or more bedroom unit.

**Anacortes WA:** Generally one guest space per four dwelling units. See attachments.

**Staff Recommendation**
1. By motion, decide if a guest parking requirement should be added to code. Staff recommends one space per four units if the Commission wants to require additional guest parking. (Staff does not recommend requiring guest parking).
2. Move to public hearing.

**Attachments**
- Homer Parking Examples
- Anacortes, WA parking code Excerpt
- Staff Report 21-45— (included later in packet)
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<tr>
<th>Apartments</th>
<th>Units</th>
<th>Required</th>
<th>Kirkland Total Parking</th>
<th>Anacortes Total Parking</th>
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<tr>
<td>One bedroom</td>
<td>2</td>
<td>2</td>
<td></td>
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</tr>
<tr>
<td>Two bedroom</td>
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<tr>
<td>Three Bedroom</td>
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<table>
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<th>Anacortes Total Parking</th>
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<td>Main house</td>
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<tr>
<td>Roominghouse</td>
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<td><strong>Total</strong></td>
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<td><strong>8</strong></td>
<td><strong>12</strong></td>
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<table>
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<th>Cabins</th>
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<th>Parking</th>
<th>New code</th>
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<td>One bedroom</td>
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<td>8</td>
<td>4</td>
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<tr>
<td>Duplex</td>
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<td>4</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total</strong></td>
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<td><strong>12</strong></td>
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<th>Units</th>
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<td>Duplex (1 bdr)</td>
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<td>8</td>
<td>4</td>
</tr>
<tr>
<td>Triplex (1 bdr)</td>
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<td>3</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
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<td><strong>11</strong></td>
<td><strong>7</strong></td>
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### Table 19.64.030(B)

Minimum guest parking spaces required by housing type.

<table>
<thead>
<tr>
<th>Housing Type</th>
<th>Minimum guest parking ratio</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single-family</td>
<td>1 per 2 units</td>
</tr>
<tr>
<td>Cottage</td>
<td>1 per 4 units</td>
</tr>
<tr>
<td>Duplex or Triplex</td>
<td>1 per 4 units</td>
</tr>
<tr>
<td>Townhouse</td>
<td>1 per 4 units</td>
</tr>
<tr>
<td>Multifamily, one bedroom or studio</td>
<td>1.0 per unit</td>
</tr>
<tr>
<td>Multifamily, two bedrooms</td>
<td>1.4 per unit</td>
</tr>
<tr>
<td>Multifamily, three or more bedrooms</td>
<td>1.6 per unit</td>
</tr>
</tbody>
</table>

Minimum guest parking spaces required by housing type.

- **Single-family**
  - 1 per 2 units
- **Cottage**
  - 1 per 4 units
- **Duplex or Triplex**
  - 1 per 4 units
- **Townhouse**
  - 1 per 4 units
- **Multifamily**
  - 1 per 8 units; 1 per 10 units if the multifamily use parking is provided entirely by structured parking;
  - Where units average less than 700 square feet, 1 per 4,000 sq. ft. of net leasable floor area.
B. Staff Report 21-50, Ordinance 21-XX amending on-site parking requirements for one-bedroom dwellings

Chair Smith introduced the item by reading of the title and invited the City Planner to provide the report.

City Planner Abboud provided a summary of Staff Report 21-50 and addressed comments on the following:
- Number of parking stalls per efficiency or studio
- Having parking for guests
- Establishing one guest parking stall per four parking stalls for efficiencies for a total of 5 parking stalls. Ex. Eight efficiencies would require 2 guest parking stalls.

City Planner Abboud stated he will prepare for a public hearing on this item.

NEW BUSINESS
Staff Report PL 21-62

TO: Homer Planning Commission
THROUGH: Rick Abboud, City Planner
FROM: Julie Engebretsen, Deputy City Planner and Special Projects Coordinator
DATE: October 20, 2021
SUBJECT: Parking requirements for one bedroom dwelling units

Introduction
Staff brought forward this topic to the Commission in August. The goal was to equalize the parking requirements for residential dwelling units. Under current code, less parking is required for one bedroom or efficiency units in a multifamily (3 units or more) building. But detached cabins are required two spaces per unit. The Commission frequently comments about wanting more greenspace on properties, and small scale land owners would like to avoid the expense of building and maintaining unused parking. “Right sizing” Homer parking requirements for all dwellings, regardless of building configuration, would help keep greenspace, and avoid constructing unnecessary parking spaces.

Analysis
Staff has reviewed the minutes from the Commission’s discussions. Staff has incorporated guest parking requirements for detached one bedroom or efficiency units (OB/EU) dwelling units as directed by the Commission. This guest parking requirement does NOT include multifamily dwellings like apartments. There is no evidence to suggest that our current parking regulations should be increased from the current standards for apartment buildings.

Staff Recommendation
Review the draft ordinance. Make any amendments by motion. Once amendments are complete, staff will schedule a public hearing.

Attachments
Draft Ordinance
AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
AMENDING TITLE 21.55.090(a)(1) REQUIRED NUMBER OF PARKING SPACES TO CHANGE THE PARKING REQUIREMENTS FOR DETACHED ONE BEDROOM OR EFFICIENCY DWELLING UNITS.

WHEREAS, The 2018 Comprehensive Plan Chapter 4 Goal 1 states, “Guide Homer’s growth with a focus on increasing the supply and diversity of housing, protecting community character, encouraging infill, and helping minimize global impacts including limiting greenhouse gas emissions;” and

WHEREAS, The 2018 Comprehensive Plan Chapter 4 Goal 1 Objective C states “Maintain high quality residential neighborhoods, promote housing choice by supporting a variety of dwelling options;” and

WHEREAS, The 2018 Comprehensive Plan Chapter 4 Goal 3 Objective A States: Create a clear, coordinated regulatory framework that guides development; and

WHEREAS, Adopting parking code requirements are uniform by dwelling type and building configuration results in more clear city code and better guide for development.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. Homer City Code 21.55.090(a)(1), is hereby amended to read as follows:

<table>
<thead>
<tr>
<th>Use</th>
<th>Parking Spaces Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Dwellings.</td>
<td>Two per dwelling unit, or one per efficiency or one-bedroom dwelling when more than one dwelling unit is located on a parcel, unit in a multifamily dwelling. Detached efficiency or one bedroom dwelling units shall provide an additional 1 guest parking space per four dwelling units. One per senior housing unit. A required parking space may be in a garage or carport if the structure is at least 12 feet wide, 20 feet long and eight feet high.</td>
</tr>
</tbody>
</table>
Section 2 or the last section. This Ordinance is of a permanent and general character.
and shall be included in the City Code.

The last section might read

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

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this _____day of ___________, 2021.

CITY OF HOMER

__________________________
KEN CASTNER, MAYOR

ATTEST:

________________________________________
MELISSA JACOBS, MMC, CITY CLERK

YES:
NO:
ABSTAIN:
ABSENT:

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

Reviewed and Approved as to form and content:

__________________________    _________________________
Rob Dumouchel, City Manager    Michael Gatti, City Attorney

Date: ___________    Date: ___________
There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Commissioner Venuti was admitted back to the meeting.

PLAT CONSIDERATION

PENDING BUSINESS

A. Staff Report 21-62, Parking Requirements for One Bedroom Dwelling Units

City Planner Abboud reviewed his staff report that was included in the packet. There were no questions from the Commission.

BENTZ/VENUTI MOVED TO RECOMMEND ADOPTION OF THE DRAFT ORDINANCE AMENDING HOMER CITY CODE 21.55.090A1 AND FORWARD TO PUBLIC HEARING.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

NEW BUSINESS

A. Staff Report 21-63, Motion to Dismiss and Motion for Leave to Supplement Points on Appeal of CUP 20-15 Submitted by Frank Griswold

There was discussion regarding process and in attempt to determine the meaning of Leave to Supplement Points of appeal.


Commissioner Highland referenced the information on page 79 of the packet which notes that HCC 21.93 does not authorize a party to supplement or modify points on appeal, and that the motion is moot because the appeal was dismissed. She questioned if the Commission isn’t supposed to act on this, then why was it in their packet. She personally agrees with the
Staff Report PL 21-66

TO: Herman Planning Commission  
THROUGH: Rick Abboud, City Planner
FROM: Julie Engebretsen, Deputy City Planner and Special Projects Coordinator
DATE: November 3, 2021
SUBJECT: Amending Onsite Parking Requirements for Detached One Bedroom or Efficiency Dwelling Units

Introduction
This ordinance amends the parking code to reduce the parking requirements for detached one bedroom or efficiency units, when more than one dwelling unit is present on a lot. Current code requires two spaces for each of these units. The Commission frequently comments about wanting more greenspace on properties, and small scale land owners would like to avoid the expense of building and maintaining unused parking. “Right sizing” Homer parking requirements for all dwellings, regardless of building configuration, would help keep greenspace, and avoid constructing unnecessary parking spaces.

Planning Staff review per 21.95.040
21.95.040 Planning Department review of code amendment. The Planning Department shall evaluate each amendment to this title that is initiated in accordance with HCC 21.95.010 and qualified under HCC 21.95.030, and may recommend approval of the amendment only if it finds that the amendment:

a. Is consistent with the comprehensive plan and will further specific goals and objectives of the plan.

   Staff response: 2018 Comprehensive Plan Chapter 4 Goal 1 states, “Guide Homer’s growth with a focus on increasing the supply and diversity of housing, protecting community character, encouraging infill, and helping minimize global impacts including limiting greenhouse gas emissions,” Chapter 4 Goal 1 Objective C states “Maintain high quality residential neighborhoods, promote housing choice by supporting a variety of dwelling options;” and Chapter 4 Goal 3 Objective A States: Create a clear, coordinated regulatory framework that guides development.
This amendment encourages infill development by reducing the parking requirement and thus the land area needed to build detached one bedroom and efficiency units. This amendment is consistent with the Comprehensive Plan.

b. Will be reasonable to implement and enforce.

This amendment will be reasonable to implement and enforce because staff reviews parking requirements and parking spaces provided on every relevant development application. No additional review or enforcement will be required by this code change.

c. Will promote the present and future public health, safety and welfare.

This amendment promotes health, safety and welfare by reducing required parking for efficiency and one bedroom units, increasing the area that may remain as greenspace.

d. Is consistent with the intent and wording of the other provisions of this title.

This amendment is consistent with the intent, wording and purpose of HCC Title 21.

Staff Recommendation: Conduct a public hearing and send a recommendation to the City Council.

Attachments
1. Draft Ordinance
CITY OF HOMER  
HOMER, ALASKA  

Planning Commission  

ORDINANCE 21-XX  

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA  
AMENDING TITLE 21.55.090(a)(1) REQUIRED NUMBER OF  
PARKING SPACES TO CHANGE THE PARKING REQUIREMENTS FOR  
DETACHED ONE BEDROOM OR EFFICIENCY DWELLING UNITS.  

WHEREAS, The 2018 Comprehensive Plan Chapter 4 Goal 1 states, “Guide Homer’s  
growth with a focus on increasing the supply and diversity of housing, protecting community  
character, encouraging infill, and helping minimize global impacts including limiting  
greenhouse gas emissions;” and  

WHEREAS, The 2018 Comprehensive Plan Chapter 4 Goal 1 Objective C states “Maintain  
high quality residential neighborhoods, promote housing choice by supporting a variety of  
dwelling options;” and  

WHEREAS, The 2018 Comprehensive Plan Chapter 4 Goal 3 Objective A States: Create a  
clear, coordinated regulatory framework that guides development; and  

WHEREAS, Adopting parking code requirements are uniform by dwelling type and  
building configuration results in more clear city code and better guide for development.  

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:  

Section 1. Homer City Code 21.55.090(a)(1), is hereby amended to read as follows:  

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</tr>
</tbody>
</table>
Section 2 or the last section. This Ordinance is of a permanent and general character and shall be included in the City Code.

The last section might read

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

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this _____ day of __________, 2021.

CITY OF HOMER

__________________________
KEN CASTNER, MAYOR

ATTEST:

__________________________
MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:

Reviewed and Approved as to form and content:

__________________________  _________________________
Rob Dumouchel, City Manager  Michael Gatti, City Attorney

Date: _______________    Date: _______________
- Getting the new permitting software lined up and ready which will allow the Planning Department to be connected with Public Works, for real time information that can be shared, online payments, future permitting and enforcement issues will be able to be addressed
- Requested volunteers to attend the City Council meeting on November 8, 2021. He then provided guidance on giving the reports to City Council especially those items that may be quasi-judicial.

PUBLIC HEARINGS

A. Staff Report 21-66, Draft Ordinance 21-xx, Amending Onsite Parking Requirements for Detached One Bedroom or Efficiency Dwelling Units.

City Planner Abboud provided a review of Staff Report 21-66 to the Commission.

There was no applicant.

Chair Smith opened the Public Hearing and having no public present in the audience or attending via Zoom he closed the Public Hearing and opened the floor to questions from the Commission.

There was no questions from the Commission.

VENUTI/BENTZ MOVED TO ADOPT STAFF REPORT 21-66 AND FORWARD DRAFT ORDINANCE TO AMEND PARKING REQUIREMENTS FOR DETACHED ONE BEDROOM AND EFFICIENCY DWELLING UNITS.

There was a brief discussion regarding clarification that by adopting the Staff Report the Commission will be recommending that the draft ordinance be forwarded to City Council for Public Hearing and approval.

Deputy City Clerk Krause confirmed that would be the action needed from the Commission.

VOTE: NON-OBJECTIION. UNANIMOUS CONSENT.

Motion carried.

PLAT CONSIDERATION

PENDING BUSINESS

A. Staff Report 21-52, Use of Shipping Containers

Chair Smith introduced the item by reading of the title and invited City Planner Abboud to provide his report.

City Planner Abboud prefaced the discussion by stating that they are not referencing the previous appeal and anything specific regarding that specific site. This is to be a general discussion on the future
An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget and Authorizing the Expenditure of an Amount not to Exceed $45,000 from the Homer Accelerated Water and Sewer Program Fund to Reimburse a Private Developer for the Design and Construction of the Pennock Street Water Main Gap.

Sponsor: City Manager/Public Works Director

1. City Council Regular Meeting January 10, 2022 Introduction
   Memorandum 22-007 from Public Works Director as backup

2. City Council Regular Meeting January 24, 2022 Public Hearing and Second Reading
AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
AMENDING THE FY22 CAPITAL BUDGET AND AUTHORIZING THE
EXPENDITURE OF AN AMOUNT NOT TO EXCEED $45,000 FROM
THE HOMER ACCELERATED WATER AND SEWER PROGRAM FUND
TO REIMBURSE A PRIVATE DEVELOPER FOR THE DESIGN AND
CONSTRUCTION OF THE PENNOCK STREET WATER MAIN GAP.

WHEREAS, William Briske of Palmer, Alaska, will be, as part of his development on
Pennock Street, extending the City water main to serve the his new lots, and;

WHEREAS, The new water main extension will stop 92 feet short of the existing water
main at Virginia Lynn Way, creating, the Pennock Street water main “Gap”; and

WHEREAS, It is in the best interests of the City’s Water Utility to have a “looped” system,
as much as possible to facilitate better water quality and system reliability; and

WHEREAS, Mr. Briske is willing to include the design and construction of the “Gap” in
his private development project if the City reimburses him for the costs, which are estimated
to be $35,000; and

WHEREAS, The HAWSP Fund is the appropriate funding vehicle for this expenditure
because it is about upgrading the capacity of the water distribution system, rather than
repairing or replacing an existing appurtenance; and

WHEREAS, The balance of the HAWSP Fund at the end of FY22 is expected to be
$2,352,321.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY22 Capital Budget and
authorizes the expenditure of an amount not to exceed $45,000 from the Homer Accelerated
Water and Sewer Program Fund to reimburse a private developer for the design and
construction of the Pennock Street Water Main Gap as follows:

<table>
<thead>
<tr>
<th>Account</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pennock Water Main Gap</td>
<td></td>
<td>$45,000</td>
</tr>
</tbody>
</table>
Section 2. This is a budget amendment ordinance only, is not permanent in nature, and shall not be codified.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___ day of _____, 2022.

CITY OF HOMER

________________________
KEN CASTNER, MAYOR

ATTEST:

____________________________
MELISSA JACOBSEN, MMC, CITY CLERK

YES:
NO:
ABSTAIN:
ABSENT:

First Reading:
Public Reading:
Second Reading:
Effective Date:
Memorandum 22-077

TO: Mayor Castner and Homer City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Janette Keiser, Director of Public Works
DATE: December 20, 2021
SUBJECT: Pennock Street Water “Gap”

Issue: The purpose of this Memorandum is to request funding to design and construct a short water main extension that will fill the Pennock Street “Gap”.

Background

William Briske of Palmer, Alaska, will be, as part of his development on Pennock Street, extending the City water main to serve his new lots. This new water main extension will stop 92 feet short of the existing water main at Virginia Lynn Way. This is the Pennock Street “Gap”.

It is in the best interests of the City’s Water Utility to have a “looped” system, as much as possible. Looping the system facilitates better water quality and system reliability. For example, when the most recent water main break occurred, because the water line was sufficiently connected to the rest of the distribution system, we were able to isolate the broken section and keep water flowing in other sections. Only one customer was adversely affected.

Mr. Briske is willing to include the design and construction of the “gap” in his project if the City reimburses him for the costs. The estimated costs are $45,000.

I. Funding

The HAWSP Fund is the appropriate funding vehicle for this expenditure because it is about upgrading the capacity of the water distribution system, rather than repairing or replacing an existing appurtenance. The balance of the HAWSP Fund at the end of FY22 is expected to be $2,352,321.

II. Recommendations

That the City Council authorize the expenditure of $45,000 for the design and construction of the Pennock Street “Gap” from the HAWSP Fund.
Pennock Street Water Main Gap Closure Site Map

Legend
- Existing Water Main
- Planned Main Extension
- Proposed Closure

DEPT. OF PUBLIC WORKS
December 17, 2021

Disclaimer:
It is expressly understood the City of Homer, its council, board, departments, employees and agents are not responsible for any errors or omissions contained herein, or deductions, interpretations or conclusions drawn therefrom.
An Ordinance of the City Council of Homer, Alaska Amending the FY 2022 Capital Budget by Appropriating $350,000 from the Homer Accelerated Roads and Trails (HART) Road Fund for the Purchase of a new Grader.

Sponsor: City Manager/Public Works Director

1. City Council Regular Meeting January 10, 2022 Introduction
   Memorandum 22-008 from Public Works Director as backup

2. City Council Regular Meeting January 24, 2022 Public Hearing and Second Reading
CITY OF HOMER  
HOMER, ALASKA  

City Manager/  
Public Works Director  

ORDINANCE 22-04  

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,  
AMENDING THE FY 2022 CAPITAL BUDGET BY APPROPRIATING  
$350,000 FROM HOMER ACCELERATED ROADS AND TRAILS  
(HART) ROADS FUND FOR THE PURCHASE OF A NEW GRADER.  

WHEREAS, The City’s 1994 Champion Grader (E164) transmission recently failed leaving  
the Public Works Department with only two graders for snow plowing; and  

WHEREAS, The Road Financial Plan calls for the purchase of a new grader in FY 24 and  
another one in FY 25, however the procurement schedule for these graders needs to be  
accelerated because it takes so long to get them; that is, according to industry, if the City  
ordered a grader tomorrow, it could take over a year or more to arrive; and  

WHEREAS, The Homer Accelerated Roads and Trails Program ("HART") Manual allows  
HART funds to be used for equipment acquisition; and  

WHEREAS, The Ending Balance of the HART Road Fund is projected to be $4,342,136 at  
the end of FY 23; and  

WHEREAS, The last grader cost $315,340.  

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:  

Section 1. The Homer City Council hereby amends the FY 2022 Capital Budget by  
appropriating $350,000 from the Homer Accelerated Road and Trails –Road Program for the  
purchase of a new grader.  

<table>
<thead>
<tr>
<th>Account</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purchase of new grader</td>
<td></td>
<td>$350,000</td>
</tr>
</tbody>
</table>

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

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___ th day of ______, 2022.
CITY OF HOMER

_________________________
KEN CASTNER, MAYOR

ATTEST:

______________________________
MELISSA JACOBSN, MMC, CITY CLERK

YES:
NO:
ABSTAIN:
ABSENT:

First Reading:
Public Reading:
Second Reading:
Effective Date:
Memorandum 22-008

TO: Mayor Castner and Homer City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Janette Keiser, Director of Public Works
DATE: December 29, 2021
SUBJECT: Grader Woes

Issue: The purpose of this Memorandum is to recommend that the City Council authorize the acquisition of a new road grader.

Background

I. Situation

Public Works has three road graders, all of which are old and well-worn and heavily used for road maintenance in the summer and snow plowing in the winter. The transmission in our 1994 Champion Grader (E164) blew out two weeks ago, leaving us with only two graders, just as we were awaiting an active snow event to unfold. It takes 12-14 hours to clear the City’s roads with three graders. With only two graders, we would be unable to maintain acceptable levels of service.

Short Term Repair Solution. We searched for a way to repair or replace the transmission on the 1994 Champion grader. At least two third-party specialized mechanic shops told us they would not try to repair the transmission, because it was obsolete; they would not be able to find parts for it. After an international search, we located a re-built transmission in Quebec, which would fit the Champion. Cost to procure the transmission and ship it to Homer is $30,118. The unit will arrive in two-three weeks and it will take about a week to fit it into the grader. We were not able to get competitive bids for this procurement because there was no competition; no other sources of suitable transmissions are available.

Emergency Grader Rental. While we were working on a way to repair the 1994 Champion grader, we looked for a rental grader. We learned East Road Services had a grader they weren’t using for their own snow removal operations. We picked up the grader, brought it to the Public Works yard, and were able to use it the next day, as it began snowing. Again, we were not able to get competitive bids for this equipment rental because there was no competition; no other sources of suitable equipment were available. This was not a good long term solution because the grader wasn’t equipped with snow removal attachments, was costly, and East Road Services would need it back when their construction season began.
Shortly after we made arrangements to buy the re-built transmission and rent the grader, one of our other old graders went out of commission, leaving us in dire straits with one working fleet grader and one rental grader.

**2021 Grader Purchase.** We were authorized to purchase a new grader in FY 21 Capital Budget, to replace our 1986 CAT grader (E150). We ordered the machine in February 2021, at the cost of $315,430, and thankfully, it arrived last week, nine months after we ordered it. This gives us two working fleet graders and the rental grader.

**Recommended 2022 Grader Purchase.** Fixing our old graders buys time, but we need a longer term solution. The Road Financial Plan calls for the purchase of a new grader in FY 24 and another one in FY 25. We recommend accelerating the procurement schedule for these graders, because it takes so long to get them. We’re being told that if we order a grader tomorrow, it could take over a year or more to arrive.

**II. Funding**

The City Council, on April 24, 2017, passed Resolution 17-038, which adopted the Homer Accelerated Roads and Trails Program ("HART") Manual. The HART Manual allows HART funds to be used for equipment acquisition. The purchase price of the last grader we bought was $315,340 and we can expect some inflation when buy the next one. The Ending Balance of the HART Road Fund is projected to be $4,342,136 at the end of FY 23. We will re-calibrate the Road Financial Plan to account for the accelerated equipment purchases.

**III. Recommendations.** We recommend that the City Council authorize the expenditure of $350,000 from the HART Road Fund to purchase a new grader. We will then surplus one of the older graders, depending on which one is in better mechanical condition.
An Ordinance of the City Council of Homer, Alaska Amending the FY 2022 Capital Budget by Appropriating $60,000 from the Homer Accelerated Roads and Trails (HART) Road Fund for the Purchase of a new F550, 2-Ton 4x4 Truck.

Sponsor: City Manager/Public Works Director

1. City Council Regular Meeting January 10, 2022 Introduction

   Memorandum 22-009 from Public Works Director as backup

2. City Council Regular Meeting January 24, 2022 Public Hearing and Second Reading
AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING THE FY 2022 CAPITAL BUDGET BY APPROPRIATING
$60,000 FROM HOMER ACCELERATED ROADS AND TRAILS (HART)
ROADS FUND FOR THE PURCHASE OF A NEW F550, 2-TON 4x4
TRUCK.

WHEREAS, Public Works sands the tarmac and parking lot at the airport; and

WHEREAS, The sanding truck, E116, a 2006 F350 Ford, is dedicated to this purpose
because it is equipped with an attachment that is designed to screen out larger gravel
particles, which could damage aircraft engines, per FAA regulations; and

WHEREAS, The FY 21 Capital Budget authorized the replacement of E116, for the
purchase price of $60,000; and

WHEREAS, Public Works ordered the replacement truck in February and the order has
not yet hit the manufacturing floor; and

WHEREAS, On Dec 14, 2021, the frame on E116 irreparably broke, taking E116 out of
service; and

WHEREAS, While Public Works is re-purposing another truck, E134, a 2003 F550, 2-ton
4X4, also old and well-worn, to serve as the airport sanding truck, and

WHEREAS, The City’s aging maintenance fleet is wearing out faster than expected and
the ordering of replacement trucks need to be expedited because of the long lead time; and

WHEREAS, The City Council, on April 24, 2017, passed Resolution 17-038 adopting the
Homer Accelerated Roads and Trails Program (“HART”) Manual, which allows HART funds to
be used for equipment acquisition for road maintenance; and

WHEREAS, The Ending Balance of the HART Road Fund is projected to be $4,342,136 at
the end of FY23; and

WHEREAS, The last truck was budgeted at $50,000.
NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY 2022 Capital Budget by appropriating $60,000 from the Homer Accelerated Road and Trails –Road Program for the purchase of a new F550 2-ton 4X4.

<table>
<thead>
<tr>
<th>Account</th>
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<tbody>
<tr>
<td></td>
<td>Purchase of new F550 2-ton 4X4 truck</td>
<td>$60,000</td>
</tr>
</tbody>
</table>

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

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___ th day of _____, 2022.

CITY OF HOMER

___________________________
KEN CASTNER, MAYOR

ATTEST:

______________________________
MELISSA JACOBSN, MMC, CITY CLERK

YES:
NO:
ABSTAIN:
ABSENT:

First Reading:
Public Reading:
Second Reading:
Effective Date:
Memorandum 22-009

TO: Mayor Castner and Homer City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Janette Keiser, Director of Public Works
DATE: December 15, 2021
SUBJECT: Sanding Truck Woes

Issue: The purpose of this Memorandum is to address the acquisition of a sanding truck.

Background

I. Situation

Public Works sands the tarmac and parking lot at the airport. The sanding truck that does this is dedicated to this purpose because it has a sanding attachment, which is designed to screen out larger gravel particles that could damage aircraft engines, per FAA regulations.

The FY 21 Capital Budget authorized the replacement of this truck, E116, a 2006 F350 Ford, for the purchase price of $60,000. We ordered the truck in February and last we heard, our order has not yet hit the manufacturing floor! We have no idea when our new truck will arrive. Meanwhile, on Dec 14, 2021, the frame on E116 irreparably broke. While we may be able to weld it back together for light duty, it is no longer safe to use as a sanding truck, carrying the heavy load such work involves. We are re-purposing another truck, E134, a 2003 F550, 2-ton 4 X 4, also old and well-worn, to serve as the airport sanding truck. The fact is our aging fleet is wearing out faster than we anticipated. We need to expedite the purchase of replacements truck, because they take so long to get.

II. Funding

The City Council, on April 24, 2017, passed Resolution 17-038, which adopted the Homer Accelerated Roads and Trails Program (“HART”) Manual. The HART Manual allows HART funds to be used for the purchase of equipment for roads and trails maintenance. The purchase price of the last truck we ordered was about $50,000 and we can expect some inflation when buy the next one. The Ending Balance of the HART Road Fund is projected to be $4,342,136 at the end of FY 23. We will re-calibrate the Road Financial Plan to account for the accelerated equipment purchases.
III. Recommendation. We recommend that the City Council authorize the expenditure of $60,000 from the HART Road Fund to purchase a new F550 2 – ton 4X4 truck. When the new truck arrives, we will surplus one of our other trucks, depending on condition.
ORDINANCE REFERENCE SHEET
2022 ORDINANCE
ORDINANCE 22-06

An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget and Authorizing the Expenditure of an Additional $80,476.50 from the Homer Accelerated Water and Sewer Program Fund to Complete the Alder Lane Water Improvement Project.

Sponsor: City Manager/Public Works Director

1. City Council Regular Meeting January 10, 2022 Introduction
   Memorandum 22-010 from Public Works Director as backup

2. City Council Regular Meeting January 24, 2022 Public Hearing and Second Reading
CITY OF HOMER
HOMER, ALASKA

ORDINANCE 22-06

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
AMENDING THE FY22 CAPITAL BUDGET AND AUTHORIZING THE
EXPENDITURE OF AN ADDITIONAL $80,476.50 FROM THE HOMER
ACCELERATED WATER AND SEWER PROGRAM FUND TO COMPLETE
THE ALDER LANE WATER IMPROVEMENT PROJECT.

WHEREAS, The City Council created the Alder Lane Water Improvement Special
Assessment District (SAD) with the passage of Resolution 20-095; and

WHEREAS, The properties within this district will be assessed 75% of the costs of the
project and the Homer Accelerated Water and Sewer Program (HAWSP) will pay 25%; and

WHEREAS, The Property Owner’s share of the costs will financed through the ADEC/EPA
Revolving Loan Program; and

WHEREAS, the City was awarded a Principal Forgiveness subsidy from the ADEC/EPA, of
which $112,229 was allocated to the Alder Lane Water Project in Resolution 21-023; and

WHEREAS, Bids for the construction phase of the project were opened on December 14,
2021 and the lowest responsive and responsible bid was $269,930; and

WHEREAS, The Total Project Cost, including construction, design, survey, prior pipe
purchase and inspection, is projected to be $333,668.50, which is $80,475.50 more than the
original appropriation of $253,193; and

WHEREAS, The Property Owners were mailed a Notice of Right to Object to the cost
increase on July 19, 2021 and one objection was received; and

WHEREAS, The original appropriation of $253,193, for construction financing, was
scheduled to come from the HAWSP, but the General Fund is better equipped to provide
construction financing for Special Assessment Districts.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
Section 1. The Homer City Council hereby amends the FY22 Capital Budget by appropriating $80,475.50 from General Fund for the design/construction of the Alder Lane Water Improvements.

<table>
<thead>
<tr>
<th>Account</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>215-0007</td>
<td>Alder Lane Water Improvements</td>
<td>$80,475.50</td>
</tr>
</tbody>
</table>

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

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this _____ day of January, 2022.

CITY OF HOMER

___________________________
KEN CASTNER, MAYOR

ATTEST:

____________________________
MELISSA JACOBSEN, MMC, CITY CLERK

YES:
NO:
ABSTAIN:
ABSENT:

First Reading:
Public Reading:
Second Reading:
Effective Date:
AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
AMENDING THE FY22 CAPITAL BUDGET AND AUTHORIZING THE
EXPENDITURE OF AN ADDITIONAL $80,476.50 FROM THE HOMER
ACCELERATED WATER AND SEWER PROGRAM FUND TO COMPLETE
THE ALDER LANE WATER IMPROVEMENT PROJECT.

WHEREAS, The City Council created the Alder Lane Water Improvement Special
Assessment District (SAD) with the passage of Resolution 20-095; and

WHEREAS, The properties within this district will be assessed 75% of the costs of the
project and the Homer Accelerated Water and Sewer Program (HAWSP) will pay 25%; and

WHEREAS, The Property Owner’s share of the costs will be financed through the ADEC/EPA
Revolving Loan Program; and

WHEREAS, the City was awarded a Principal Forgiveness subsidy from the ADEC/EPA, of
which $112,229 was allocated to the Alder Lane Water Project in Resolution 21-023; and

WHEREAS, Bids for the construction phase of the project were opened on December 14,
2021 and the lowest responsive and responsible bid was $269,930; and

WHEREAS, The Total Project Cost, including construction, design, survey, prior pipe
purchase and inspection, is projected to be $333,668.50, which is $80,475.50 more than the
original appropriation of $253,193; and

WHEREAS, The Property Owners were mailed a Notice of Right to Object to the cost
increase on July 19, 2021 and one objection was received; and

WHEREAS, The original appropriation of $253,193, for construction financing, was
scheduled to come from the HAWSP, but the General Fund is better equipped to provide
construction financing for Special Assessment Districts.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
Section 1. The Homer City Council hereby amends the FY22 Capital Budget by appropriating $80,475.50 from General Fund HAWSP for the design/construction of the Alder Lane Water Improvements.

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

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this _____ day of January, 2022.

CITY OF HOMER

_________________________
KEN CASTNER, MAYOR

ATTEST:

______________________________
MELISSA JACOBSEN, MMC, CITY CLERK

YES:
NO:
ABSTAIN:
ABSENT:

First Reading:
Public Reading:
Second Reading:
Effective Date:
MEMORANDUM 22-010

To: Mayor Castner and Homer City Council
Through: Rob Dumouchel, City Manager
From: Janette Keiser, PE, Public Works Director
Date: December 15, 2021
Subject: Award of Construction Contract for Alder Lane Water Main Extension Project

Issue: The purpose of this memorandum is to recommend award of a construction contract to Scott’s Plumbing & Heating.

Background: On December 7, bids were received for the above referenced project. Competitive bidding was completed in accordance with the City’s procurement regulations and the bid results were as follows:

- Engineer’s Estimate: $240,881
- Scott’s Plumbing & Heating: $269,930
- East Road Services, Inc.: $288,330

We reviewed the experience and qualifications of Scott’s Heating & Plumbing, Inc. and find the firm has the experience and resources to satisfactorily complete the work. In particular, we found:

- **Company History**: Scott’s Plumbing & Heating, Inc., is a second-generation family company, which has been in business for 22 years, starting with plumbing services and then, expanding to heavy civil construction. Steven Pillans, the founder’s son, has been working with his dad’s company since he was very young and has been running jobs for the past ten years. Steven has been instrumental in growing the company and expanding its presence in government contracting. The company has successfully completed projects for the City of Cordova, City of Kodiak, and the U.S. Coast Guard as well as a variety of commercial and industrial clients.

- **Capacity for HDPE pipe installation**: Installing HDPE pipe is one of the company’s core competencies. It has three of its own HDPE pipe fusion machines and certified HDPE installers on the crew. The company has successfully completed HDPE water pipe projects in Kodiak, Gambell, Cordova, and Unalaska.
Budget: Water

Council Appropriation $ 253,193

Costs to date:
- Design Survey $ 2,520.00
- Design $ 7,123.00
- HDPE Pipe Materials $ 43,300.50
Total Expended to Date $ 52,943.50
Remaining Appropriation $200,249.50

Projected Cost to Complete:
- Construction Bid $ 269,930
- Estimated Inspection Costs $ 10,795
Total Cost to Complete $ 280,725.00
Appropriation Required to Complete Project $ 80,475.50

Total Project Cost =
- Total Project Cost ($52,943.50 + $280,725) $333,668.50
- Less: ADEC Loan Subsidy $112,229.00
- Net Cost to Design/Construct water main ext. $221,439.50

Property Owner Share 75% of $221,439.50 $ 166,079.62
City Share 25% of $217,134.50 $ 55,359.87

Authorized loan amount = $253,193

Findings:
1. There are sufficient funds in the authorized ADEC Loan amounts to cover the property owner financing. ($253,193 covers $166,079.62).
2. We need $80,492.50 in additional Council appropriations to cover the Total Project Cost. ($333,685.50 – $253,193.00)
3. The Benefitted Area method of computing the assessments was adopted for the Water Project. The assessments were projected to range from $10,691 to $70,430, depending on lot size. The new projections, including the Cost to Complete and the application of the Principal Forgiveness Subsidy ranges from $9,350 to $61,597 for a decrease of about 13%.

Recommendations:

---

1 Ord 20-83, dated 11-9-20, appropriated $253,193 from HAWSP Fund for Alder Lane Water Project.
2 Principal Forgiveness Subsidy accepted by City Council in Resolution 21-023 and $112,690 apportioned to Alder Lane.
3 Resolution 20-105, dated 10-26-2020, authorizing application of loan in the amount of $253,193 for Alder Lane Water Project.
1. That the City Council pass a resolution awarding the construction contract for the Alder Lane Water Main Extension Project to Scott’s Plumbing & Heating in the amount of $269,930 and authorize the City Manager to execute all appropriate documents necessary to complete this project.

2. That the City Council pass legislation increasing the appropriation for the Alder Lane Water Main Extension Project in the amount of $80,476.50.
ORDINANCE REFERENCE SHEET
2022 ORDINANCE
ORDINANCE 22-08

An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget by Appropriating $140,000 from the Homer Accelerated Roads and Trails (HART) Program Fund for Appraisals and Technical Field Work to Support Four Green Infrastructure Stormwater Management Projects.

Sponsor: City Manager/Public Works Director

1. City Council Regular Meeting January 24, 2022 Introduction

   Memorandum 22-010 from Public Works Director as backup
AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA, AMENDING THE FY22 CAPITAL BUDGET BY APPROPRIATING $140,000 FROM THE HOMER ACCELERATED ROADS AND TRAILS (HART) PROGRAM ROAD FUND FOR APPRAISALS AND TECHNICAL FIELD WORK TO SUPPORT FOUR GREEN INFRASTRUCTURE STORMWATER MANAGEMENT PROJECTS.

WHEREAS, The Homer Green Infrastructure Storm Water Management System is a system of four projects that would use natural systems, including wetlands and peatlands, to store and treat storm water, thereby improving water quality, reducing potential for flooding, and reducing potential for bluff erosion in their project impact areas; and

WHEREAS, Three of the four projects involve the acquisition of real property, which mostly consists of wetlands, from either the Kenai Peninsula Borough or private land owners and in order to have a sensible discussion with the land owners, we need to have a better understanding of the value of the land; and

WHEREAS, The best way to develop this understanding is to have the land appraised, which invokes standards established by the government agencies for appraisals of land acquired with government funds, either the Uniform Standards of Professional Appraisal Practice (USPAP) or the more stringent Uniform Appraisal Standards for Federal Land Acquisition (UASFLA); and

WHEREAS, Another thing needed for a sensible discussion with the land owner as well as to plan the projects, is to have a better understanding of the wetlands’ technical parameters, which requires technical field work to (1) delineate the wetlands; (2) monitor the quality and quantity of storm water that could flow into the wetland areas; and (3) evaluate the hydrology of the watershed in greater detail; and

WHEREAS, This work is a vital part of the project design process.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY 2022 Capital Budget by appropriating $140,000 from the HART Road Fund to pay for the following work
<table>
<thead>
<tr>
<th>Fund</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>160</td>
<td>Appraisals of 4 properties</td>
<td>$80,000</td>
</tr>
<tr>
<td>160</td>
<td>Technical Field Work for 4 properties</td>
<td>$60,000</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>$140,000</td>
</tr>
</tbody>
</table>

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

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___th day of _____, 2022.

CITY OF HOMER

__________________________
KEN CASTNER, MAYOR

ATTEST:

______________________________
MELISSA JACOBSN, MMC, CITY CLERK

YES:
NOES:
ABSTAIN:
ABSENT:

First Reading:
Public Reading:
Second Reading:
Effective Date:
TO: Mayor Castner and Homer City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Janette Keiser, Director of Public Works
DATE: January 12, 2022
SUBJECT: Request for Seed Money for Green Infrastructure Projects

Issue: The purpose of this Memorandum is to follow up on the January 10, 2022 Council Worksession by recommend that the City Council authorize seed money to continue exploration of four Green Infrastructure Storm Water Management Projects.

I. Background

The Green Infrastructure Storm Water Management System is a system of four projects that would use natural systems, including wetlands and peatlands, to store and treat storm water. These projects would have multiple benefits: improving water quality, reducing potential for flooding, and reducing potential for bluff erosion in their project impact areas. Three of the four projects involve the acquisition of real property, which mostly consists of wetlands, from either the Kenai Peninsula Borough or private land owners.

A. Appraisals. In order to have a sensible discussion with the landowners, we need to have a better understanding of the value of the land. The best way to develop this understanding is to have the land appraised. Since there’s a good chance some or all of the funding for these property acquisitions would come from government funds, either through grants or loans, the appraisals must be performed in accordance with the standards established by the government agencies. These requirements are stipulated in the Uniform Standards of Professional Appraisal Practice (USPAP) and the more stringent Uniform Appraisal Standards for Federal Land Acquisition (UASFLA). The funding agencies dictate, which set of standards will apply to their money.

Regardless of which set of standards apply, the appraisals are not cheap or quick. We estimate it would cost up to $30,500 and 60-90 days for appraisals following the USPAP standards and $80,000, and a little longer, for appraisals following the UASFLA standards, to cover all the properties we are interested in.

B. Technical Field Work. Another thing we need in order to have a sensible discussion with the landowner as well as plan the projects, is to have a better understanding of the wetlands’ technical parameters. Some of the land is a “low quality” wetlands and some of it is “high quality” wetlands,
which affects the value of the land as well as the ability of the wetlands to absorb water. We also need to better calibrate the volume of water expected to flow into the wetland absorption areas. These analyzes require field work to (1) delineate the wetlands; (2) monitor the quality and quantity of storm water that could flow into the wetland areas; and (3) evaluate the hydrology of the watershed in greater detail. We estimate it could cost $60,000 for the field work and data analysis for all four projects. This work is a vital part of the project design process.

II. **Funding.** We propose to fund the Seed Money from the HART Road Fund, which has a vested interest in drainage works.

1. Appraisals for all 4 projects $80,000
2. Technical Field Work for all 4 projects $60,000

Total Request $140,000

The minimum available balance in the HART Road Fund is $3,286,278, even after the recent requests for the purchase of the grader and service truck.
ORDINANCE REFERENCE SHEET
2022 ORDINANCE
ORDINANCE 22-09

An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget by Authorizing at Total Transfer of $4,000,000 from the General Fund Fund Balance to Include $1,500,000 to General Fund Fleet Capital Asset Repair and Maintenance Allowance (CARMA) Fund, $1,500,000 to General Fund CARMA, and $1,000,000 to Land Reserves Fund.

Sponsor: City Manager/Mayor

1. City Council Regular Meeting January 24, 2022 Introduction

   Memorandum 22-020 from City Manager as backup
CITY OF HOMER
HOMER, ALASKA

City Manager/Mayor

ORDINANCE 22-09

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING THE FY22 CAPITAL BUDGET BY AUTHORIZING A TOTAL
TRANSFER OF $4,000,000 FROM THE GENERAL FUND FUND
BALANCE TO INCLUDE $1,500,000 TO GENERAL FUND FLEET
CAPITAL ASSET REPAIR AND MAINTENANCE ALLOWANCE (CARMA)
FUND, $1,500,000 TO GENERAL FUND CARMA FUND, AND
$1,000,000 TO LAND RESERVES FUND.

WHEREAS, No transfers to the General Fund Capital Asset Repair and Maintenance
Allowance (CARMA) fund were made in the FY22/23 budget; and

WHEREAS, Only $20,918 was transferred to the General Fund Fleet CARMA fund in the
FY22/23 budget; and

WHEREAS, No transfers to the Land Reserves fund were made in the FY22/23 budget; and
and
WHEREAS, The City has capital, fleet, and real property needs which require dedicated
funding that can be released for specific projects with Council appropriations; and

WHEREAS, There are sufficient funds available in the General Fund Fund Balance to
transfer a total of $4,000,000 to these funds.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. That the FY22 Capital Budget is hereby amended by transferring $4,000,000
from the General Fund Fund Balance as follows:

Transfer from:

<table>
<thead>
<tr>
<th>Fund No.</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>General Fund Fund Balance</td>
<td>$4,000,000</td>
</tr>
</tbody>
</table>

Transfer to:

<table>
<thead>
<tr>
<th>Fund No.</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>150</td>
<td>Land Reserves</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>152</td>
<td>General Fund Fleet CARMA</td>
<td>$1,500,000</td>
</tr>
<tr>
<td>156</td>
<td>General Fund CARMA</td>
<td>$1,500,000</td>
</tr>
</tbody>
</table>
Section 2. This ordinance is a budget ordinance only, it is not permanent in nature and shall not be codified.

ENACTED BY THE HOMER CITY COUNCIL this ___ day of ___, 2021.

CITY OF HOMER

________________________
KEN CASTNER, MAYOR

ATTEST:

______________________________
MELISSA JACOBSEN, MMC, CITY CLERK

YES:
NO:
ABSENT:
ABSTAIN:

First Reading:
Public Hearing:
Second Reading:
Effective Date:
Memorandum 22-020

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: January 14, 2022
SUBJECT: Transfers from General Fund to CARMA and Land Reserves

Net income to the City has been exceeding forecasts resulting in a healthy General Fund Fund balance. The exact value of the fund changes multiple times every day, but the approximate balance at this time is $14.3 million. Of that, $4.4 million is restricted as an emergency fund (as required by Homer City Code 3.05.049 (b) which sets aside four months of operating budget for a given fiscal year), and another approximately $1 million is encumbered by various existing appropriations. This leaves approximately $9 million in unassigned fund balance which is available for appropriation by the City Council. Administration is recommending a $4 million package which refills the General and Fleet Capital Asset Repair and Maintenance Allowance (CARMA) accounts as well as the Land Reserve.

General Fund General CARMA (Fund 156)

The General CARMA account funds general fund-related projects, planning, and equipment purchases. In 2021, Ordinance 21-30(S) rolled all CARMA sub-account funds into the general subaccount (156-0375) except for the Seawall, HERC, and Fishing Hole accounts. With the passage of the FY22/23 Capital Budget (Ordinance 21-36(S-2)(A)), the majority of the funds available in the General CARMA general subaccount were encumbered leaving $90,883 available. Ordinance 21-65 (replacement of departmental servers) reduced that amount to $45,883. The proposed ordinance would add $1.5 million to the General CARMA which will be available for future Council appropriations.

General Fund Fleet CARMA (Fund 152)

The General Fleet CARMA account funds general fund-related vehicle purchases. All funds were rolled into the general subaccount (152-0375) with the FY22/23 Capital Budget. The proposed ordinance would add $1.5 million to the General Fleet CARMA account which will be available for future Council appropriations. Administration intends to come forward with a request shortly for the replacement of a piece of fire apparatus for the Volunteer Fire Department. This is a long overdue replacement that has been in the Capital Improvement Plan for many years. I expect the cost to be somewhere around $850,000 but it may be higher given the inflation we are seeing at this time.

Land Reserves (Fund 150)

The Land Reserves are a fund in which we hold funds to be used for the acquisition of property (like the parcel at Bishops Beach in early 2021 and the current Bridge Creek Watershed acquisition before Council on January 24th for adoption) and easements for the City. This fund has also been used for things like paying off
assessments on moose habitat (Ordinance 21-05). The proposed ordinance would add $1 million to the Land Reserves which will be available for future Council appropriations. Having these funds available will help me to negotiate potential options for projects like the Public Works campus relocation and green stormwater land acquisitions (any actual use of the funds will require Council approval).

**Internal Management of CARMA Appropriations**

During the FY22/23 budget cycle’s work sessions, the passage of Ordinance 21-30(S), and a work session held August 9th, we held many discussions with Council regarding CARMA and how it works. At the end of our last work session, the next steps were to develop a CARMA proposal update to Council. In reviewing Administrative needs and the evolution of the direction received from Council over time, my team has a proposed way to deal with CARMA appropriations that I believe satisfies many of the issues different Councilmembers have had over time.

The process, prior to the FY22/23 budget, had been to appropriate surplus dollars into specific CARMA sub-accounts. This was done to balance the budget and save up for various future needs. The capital budget would then approve projects and assign them to the different sub-accounts. The roll-up ordinance (21-30(S)) moved all dollars (with a few exceptions) into the general CARMA sub-accounts.

The staff proposal for future use of CARMA is as follows:

1. Council appropriates dollars to CARMA at the fund level, i.e., Fund 156 or Fund 152
2. Council makes an appropriation approving a specific project that will use up to a specific amount of CARMA funds
3. Staff will use the existing sub-account structure as a tool to segregate projects by type – this helps greatly with administration of projects
4. Remaining funds will be rolled back into the top level of the fund at the end of the project

This method fits the spirit of Ordinance 21-30(s) while giving staff the flexibility to better manage the administration of capital projects. If there is a desire by Council to create an account to save money for future use, we will suggest placing those funds somewhere other than CARMA.

**Staff Recommendation:** Introduce and adopt Ordinance 22-XX transferring funds from the General Fund Fund Balance into General Fund CARMA accounts (152 and 156) and the Land Reserve.
Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: January 20, 2022
SUBJECT: City Manager’s Report for January 24, 2022 Council Meeting

HERC Update
The survey is complete; 478 people responded! 68% view a redesigned HERC as an important facility, and would be willing to contribute on average, several hundred dollars a year per household through both user fees and increased taxes. The preferred funding sources are: Reallocate Existing Funds (29%), Sales Tax (24%), and Property Tax (14%). Businesses responded that they would be interested in helping to fund the HERC by renting facilities. The most popular facilities included: Multi-Activity Room, Commercial Kitchen, Convention Center and Fitness Center.

One of the most interesting results of this project was the ability to compare the results from the 2015 Parks, Art, Recreation, and Culture Needs Assessment and the 2022 survey. This comparison allows insight into how the community responses have changed. The support to build a new HERC has significantly increased (from 30% to 70%). While non-significant, opposition has decreased from 40% of respondents to less than 10%; and moderates have decreased from 30% to 10%. The demand for programs and facilities has increased. The concern about the lack of programming/facilities is significantly higher (70% vs 25%) and is cited as the primary item preventing more recreation from occurring.

Next Steps:
- Staff continues to respond to businesses who expressed interest in the project;
- Stantec has begun site and building concept design work; and
- Full survey results and drawings will be available in early March.

FY21 Audit
Auditors from BDO have been working with Finance Department staff remotely and in person. There is still a significant amount of work for our contracted auditors to complete, however, the time focused on Homer across the last two weeks is a big step towards to closing the books for FY21. Additionally, when the audit is complete, it will allow us to finalize the last pieces of the fiscal year change which was initiated by Resolution 20-112 and integrated into Homer City Code via Ordinance 20-89. The fiscal year change created a significant amount of work for the Finance Department, and we’re very excited to be nearing the end of that project.
Mid-Biennium Budget Adjustment Preparation
Budget adjustment forms have been distributed to staff and the Finance Department is meeting with all departments to discuss fiscal year to date spend. I am anticipating that we will be before Council in March with proposed mid-biennium adjustments.

Library Annual Report
Attached to this report is the Homer Public Library’s 2021 Annual Report. The report gives a great overview to the various programs, projects, opportunities, and challenges the Library faced in 2021.

Personnel Updates
Volunteer Fire Department: Jaclyn Arndt has been promoted to Firefighter/EMT II. Jaclyn joined the department in 2016 as the Department Services Coordinator where she took on both administrative and emergency response roles. She will now be focused on emergency response and using her skills as a certified training instructor for EMT-1 and Firefighter-1 classes.

Police Department: Tom Kirko has joined the HPD team as a Police Officer Recruit. He will attend the Department of Public Safety Academy in Sitka beginning in February. Tom was previously a dispatcher for the Seattle Police Department for the last five years.

Port & Harbor: Rose Riordan joined the Homer Port & Harbor as the Administrative Assistant this month. She has worked previously for the City in the Parks division as a seasonal Parks Maintenance Technician, where she partnered with Aaron Yeaton to create the Parks Forest Inventory. She is the 2021 State of Alaska Women’s Disc Golf Champion.

Enclosures:
1. Library Annual Report – 2021
2. Letter from Kachemak Heritage Land Trust
Calendar year 2021 began with the library building closed to the public and staff on staggered shifts. It ended with most library services back to normal and a few additional services in operation. During the past twelve months the library added or expanded several new subcollections, acquired self-checkout machines and thoroughly modernized day-to-day operations, to cite just a few improvements.

Staff demonstrated extraordinary dedication to their jobs through all the ups and downs occasioned by the coronavirus. HPL also owes a great debt of gratitude to the Friends of the Library and all the volunteers who helped over the past year, always without pay. The Library Advisory Board deserves recognition for its tireless efforts to develop and refine new policies, working to improve HPL’s services and ensure the long-term financial health of the institution.

This report summarizes the major events at the library during 2021, capturing the highlights of a busy year.

**January**

The library doors remained closed due to COVID-19, but the staff served 497 patrons through curbside checkout. Electronic resources saw more usage than before the pandemic.
The LAB and the Friends of the Library focused on planning for the coming year, including a collaborative approach to fundraising. Developing a clear set of priorities and dividing responsibilities took up much of 2021.

February

February saw the launch of the Homer Seed Library. A community-operated project, the seed library encourages patrons to share their own seeds and “check out” seeds from others!

The library received a boost from dozens of volunteers who began inserting Radio Frequency ID (RFID) tags into all 50,000 items in the print collection. This project pulled in helpers from the Friends of the Library, the regular staff and interested members of the community, and went on for months. The RFID tags play a critical role in the self-checkout system and also speed up operations at the front desk.

The LAB and the Friends of the Library exchanged reciprocal liaisons and committed to working together to raise funds for HPL.

March

The LAB held two in-depth meetings with the Friends to develop a framework for a donation strategy and a Donation Acceptance and Management Policy. In a completely unrelated incident, a snowplow knocked over a light pole in the parking lot.

April

After ten years as an employee and even longer as a community supporter, Youth Services Librarian Claudia Haines left to pursue other professional goals. Callista Faucher also stepped down as a Library Technician I.

The library switched on its new security cameras for the first time.
offering classic video games for checkout.

• Apr. 2: Callista Faucher steps down as Library Technician I.

• Apr. 5: In partnership with the National Center for Women & Information Technology (NCWIT), the library presents the Award for Aspirations in Computing to Olivia Glasman, Delilah Harris and Hailee Wallace.

• Apr. 6: The LAB votes to approve the Donation Acceptance and Management Policy.

• Apr. 7: The annual Celebration of Lifelong Learning once again takes place over the radio, as KBBI hosts the Friends’ recognition of Larry Dunn and Deb Lowney.

• Apr. 20: New security cameras go live.

• Apr. 26: Resolution 21-025 adopts the Donation Acceptance and Management Policy.

• Apr. 30: Claudia Haines leaves the library after serving as Youth Services Librarian for a decade.

• May 4: The LAB debates a new Donor Recognition Policy.

• May 11: Savanna Bradley joins the staff as a temporary Library Aide.

• May 15: The bookmobile visits the Safe and Healthy Kids Fair. The first StoryWalk<sup>®</sup> book of the season, Bear Sees Colors by Karma Wilson, goes up on the trail outside the library.

• May 25: The bookmobile gets a facelift.

• May 26: Susan Jeffres joins the staff as a Library Technician I.

The LAB and the City Council approved a new Donation Acceptance and Management Policy, streamlining the process for handling financial donations to the library.

The Friends of the Library stayed busy. For the second year in a row, the Celebration of Lifelong Learning took place on KBBI. The Friends received a grant from the Rivers, Trails and Conservation Assistance (RTCA) program, which helps communities plan and implement improvements to outdoor infrastructure such as the walking trail to the west of the library.

May

Savanna Bradley joined the library staff as a Temporary Aide and Susan Jeffres came on board as a Library Technician I.

The Friends of the Library refurbished the bookmobile, adding solar panels and LED interior lights, and varnishing all the shelves. The Friends also collaborated with library staff and City parks personnel to devise a plan for reducing the labor cost of maintaining the landscaping. This plan marked the start of an ambitious effort to overhaul the library grounds, including removing invasive species, replanting some flowerbeds with grass, installing drainage, rebuilding damaged walls, clearing sightlines and simplifying maintenance.

A window on the south side of the building shattered during Memorial Day weekend. Security camera footage showed no snowplows at the scene.

June

The library resumed its regular hours and the meeting room reopened. There was much rejoicing.

The Summer Reading Program began with a relatively full slate of activities, in spite of interference from COVID. Thanks go out to the Friends, and particularly Friends Coordinator Cheryl Illg, for putting in the huge number of hours needed to make the program a success. The virus forced many events to go
May 28: FHL meets with City Parks staff to plan the design of the library grounds.

June-July: The bookmobile tours the Homer area, visiting baseball and soccer practices 4 days a week. The library hosts the Artist in Their Residence program, featuring virtual tours with Argent Kvasnikoff, Kate Boyan, Arias Hoyle, Vera Brosgol, Lee Post and David Brame.

Jun. 1: The library resumes all normal operating hours. The Summer Reading Program launches.

Jun. 2, July 7: The Little Makers Summer Program takes place outside the library, in collaboration with Sprout.


Jun. 15: Vera Brosgol’s Memory Jars goes on display as the StoryWalk® book for the month.

Jun. 16: Masks become optional in City buildings.

Jun. 21: The meeting room opens for public gatherings.

Jun. 21-23: Representatives of the RTCA program visit Homer to tour the western lot and gather data related to expanding the trail network near the library.

Jul. 4: The bookmobile participates in the Independence Day parade, with a procession of FHL volunteers and kids handing out free books.

The library’s new fiber-optic cable went live on July 22.

July

The July 4 parade featured the bookmobile cruising down Pioneer Avenue with sunglasses on and solar panels charged to the max, leaving books in the hands of young spectators. No synchronized dancing this year, but maybe next…

On July 20, the library marked a milestone as the RFID tagging project officially reached completion. In other collection-related news, the Pratt Museum collaborated with library staff to reproduce some of the historic maps in the museum collection and make the copies available in the library.
• Jul. 8: Author Vera Brosgol leads a workshop on comics and publishing.
• Jul. 12-16: Author Lee Post leads a series of workshops on comic-making for kids.
• Jul. 15: Minh Le’s Drawn Together takes over as the StoryWalk® book for the month.
• Jul. 20: Staff and volunteers finish inserting Radio-Frequency ID (RFID) tags in all of the library’s physical materials.
• Jul. 22: The library’s internet connection speeds up, thanks to a new 400 Mbit/sec fiber optic cable. In partnership with the Pratt Museum, the library reproduces a selection of historic maps of Homer and makes the copies available to the public.
• Jul. 27: The LAB reviews a draft Donor Recognition Policy and votes to support placing a memorial bench for Duffy Murnane on the library grounds.
• Aug. 3: Self-checkout machines go live.
• Aug. 4: FHL volunteers finish the gardening improvements for the season.
• Aug. 7: End of the Summer Reading Program.
• Aug. 9: Molly of Denali visits the library to meet young fans. Ord. 21-45 accepts a $7,000 grant from the Alaska State Library for purchasing materials.
• Aug. 12: City policy once again requires masks in public buildings.

August

The self-checkout machines went live on August 3. Molly of Denali, from the eponymous PBS series, visited the library and met with fans outside in the plaza. The Friends voted to resume the Art in the Library program, which provides display space for local artists in the fireplace lounge for three months at a time.

In the middle of the month, South Peninsula Hospital took over part of the library parking lot for a free COVID testing clinic. Medical staff administered roughly 1,000 tests over the course of a week.
September

Representatives of the RTCA returned to Homer for two days of meetings with local community groups, including the Kachemak Heritage Land Trust, Bunnell Arts Center, the Pratt Museum and others. Local citizens contributed their input on how to improve the trail to the west of the library.

The Friends of the Library Book and Plant Sale turned out to be the event of the season. The first full-scale event since the beginning of the pandemic, it harnessed a lot of pent-up demand. All the plants sold out by noon on the first day.

October

Savanna Bradley left the library at the end of her six-month contract. Staff launched a new collection of vinyl LPs in the music section and installed a record player in study room 5. (Just to prove that Homer keeps up with the times, the record player comes with wireless headphones that can pick up the signal anywhere in the building.)

The LAB officially approved the Donor Recognition Policy and Council adopted it. The new policy lays out a process for acknowledging the many Homer patrons who contribute to the success of the library.

Traveling artist Jimmy Riordan visited the Bunnell Arts Center, with a side trip to the library to show off his Art Workshop, housed in a renovated bookmobile from Pittsburgh. The Homer bookmobile put in an appearance to welcome the visitors and compare amenities.
Cinda Nofziger joined the library staff as the new Youth Services Librarian.

Local author Doug Dodd kicked off the first in-person reading of the year with his new book, Hero Unaware. Several other authors participated in events during November and December. The library also hosted the Illustrating Alaska exhibit, showing off the work of four Alaskan illustrators and describing their processes.

The Friends distributed book boxes to local schools, part of a long-standing effort to make sure even our most-distant patrons have access to reading materials.

Cinda Nofziger discusses his book, Let the People Pick the President.

- Oct. 13: Library staff lead a workshop for children on light and shadow as part of the Leap into Science program.
- Oct. 25: City Council passes Reso. 21-074, adopting the library’s Donor Recognition Policy.
- Nov. 1: Cinda Nofziger joins the staff as Youth Services Librarian.
- Dec. 1-31: The annual Giving Tree stands in the front lobby.
- Dec. 8: Hour of Code for kids up to first grade.
- Dec. 10: Storytime for Grownups wraps up after one year and 78 stories by 54 different authors. Recordings remain available on the library’s website.
- Dec. 10-11: Authors Tom Kizzia and Richard Chiappone hold a conversation on their books, Cold Mountain Path and The Hunger of Crows, respectively.
- Dec. 13: Ord. 21-67 accepts two grants from the Institute of

November

Cinda Nofziger joined the library staff as the new Youth Services Librarian.

Local author Doug Dodd kicked off the first in-person reading of the year with his new book, Hero Unaware. Several other authors participated in events during November and December. The library also hosted the Illustrating Alaska exhibit, showing off the work of four Alaskan illustrators and describing their processes.

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December

The annual Giving Tree occupied pride of place in the library lobby throughout December. In partnership with the Homer Bookstore, the Giving Tree encourages patrons to donate specific titles to the library by choosing gift tags off the tree. Over the course of the month patrons donated 52 books and $700 worth of gift certificates to the library collection. In partnership with Community Recreation, the library began offering sports equipment for checkout.

City Council accepted two grants from the Institute of Museum and Library Services, totaling $25,091. These grants will fund several improvements to library services: upgrading the wi-fi network, purchasing ten hotspots for checkout and five little libraries to be installed in City parks, and providing $2,500 for new print materials in the library’s regular collection.

On December 27, maintenance staff discovered a series of leaks in the roof over the study rooms and in the back workroom. While the collection escaped harm, the wallboard above the study rooms sustained damage.

Many wonderful patrons contributed to the Giving Tree during December.

• Dec. 16: Radio Storytime resumes.
• Dec. 20: In partnership with Community Recreation, the library begins offering sports equipment for checkout.
• Dec. 21: A 5.7 quake rocks Homer. No major damage in the library.
• Dec. 23: The library holds its first in-person storytime since before the pandemic.
• Dec. 27: Maintenance staff discover leaks in the roof.
• Dec. 30: A new artist, Briana Hume, puts up work for display in the library fireplace lounge.
• Dec. 31: The unofficial balance in the Library Endowment Fund stands at $38,708.73.
Thank you!

Our deepest thanks to all those who supported the library during 2021. Many members of the public contributed their time, energy and money to guarantee the success of the institution. We here recognize those who donated to the library’s long-term sustainability:

**Library Endowment Fund**

Anonymous  
Dave Berry  
Christ David  
Brie Drummond and Jeff Williams  
Shirley Forquer  
Steve Gibson  
Marilyn Kirkham  
Janet Klein  
Ann Oberlitner  
Rosie Tupper  
Ruth Jean Woodring

**Friends of Homer Public Library Endowment Fund**

Connie and Kerry Ozer  
Mary Sanders  
Terri Spigelmyer

**Friends of Homer Public Library Stewardship Fund**

Marilyn Sigman
2021
... by the numbers at Homer Public Library

42,525
Visits to the library

1,611
Patrons attended programs

550
New library cards issued

1,784
Volunteer hours logged

113,006
Items checked out

62,026
Books (print)

25,813
E-books

1,451
Magazines (print)

19,493
Video / DVDs

3,003
Audio & Music

635
E-magazines

585
Games, electronics & equipment
January 14, 2022

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

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

I am writing on behalf of Kachemak Heritage Land Trust to thank you for the 2021 grant award from the City of Homer through the Homer Foundation. This grant was used as a 1:1 match for a grant from the US Fish and Wildlife Services’ Coastal Program and funded staff time and materials dedicated to stewarding land under our care and to assessing the potential for new conservation efforts within City limits.

In addition, funds from this program show our other supporters and grant funders the support of our local city. Again, we appreciate the City’s dedication to this program and look forward to continuing to build and maintain a strong connection to the City’s goals, including work under consideration in the Beluga wetlands area and on the Poopdeck Trail.

Sincerely,

Marie McCarty
Executive Director

Conserving the natural heritage of the Kenai Peninsula for future generations
315 Klondike Avenue • Homer, AK 99603 • ph: 907-235-5263 • fax: 907-235-1503 • www.kachemaklandtrust.org
RESOLUTION 21-057(S-2)

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
ACKNOWLEDGING THE SUFFICIENCY OF THE BUNNELL AVENUE/CHARLES WAY WATER AND SEWER IMPROVEMENT SPECIAL ASSESSMENT DISTRICTS AND APPROVING THE IMPROVEMENT PLANS, ESTIMATED COST OF IMPROVEMENTS AND ASSESSMENT METHODOLOGIES.

WHEREAS, City Council initiated Special Assessment District water and sewer improvements for Bunnell Avenue/Charles Way by Resolution 21-030; and

WHEREAS, The Bunnell Avenue/Charles Way Water and Sewer Special Assessment District boundaries include property fronting Bunnell Avenue and Charles Way; and

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

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

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

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

WHEREAS, At the August 9, 2021 public hearing two property owners provided written and verbal comments in support of using a benefitted area methodology of assessment and Public Works recommended using the benefitted area methodology for assessing properties with proposed Resolution 21-057; and
WHEREAS, One property owner in the area of the district requested their parcel be included after review of the proposed assessment boundary Public Works determined the property is substantially removed from the proposed boundary; and

WHEREAS, The Public Works Department has recommended that the Benefitted Area method of assessment be used as the most equitable method because it would account for the benefit to City-owned Bishop’s Beach Park, one of the City’s most popular parks; and

WHEREAS, Homer City Code 17.01.010 allows the use of the Benefitted Area method of computation, where approved by the City Council; and

WHEREAS, Homer City Code further allows the City Council to include, as part of the method of computation, only the first 200 feet of those lots, which are at least 50 percent larger than the average lots in the Special Assessment Districts; and

WHEREAS, The Public Works Department asked to postpone action on the proposed water and sewer districts so it could do preliminary engineering to refine the design and construction strategies to validate costs and reduce environmental impact; and

WHEREAS, At their October 25, 2021 regular meeting City Council postponed action on Resolution 21-057(S) to allow for notice to property owners of the change to the benefitted methodology and an opportunity to object; and

WHEREAS, Notices were sent by the City Clerk’s office on November 16 and November 24, 2021 and  objections were received; and

WHEREAS, Council finds the petition bears sufficient support and that the water and sewer improvements are necessary and to the benefit of the properties included in Attachment “A”; and

WHEREAS, The properties will be assessed using the benefitted area methodology.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska acknowledges the sufficiency of the Bunnell Avenue/Charles Way Improvement Special Assessment Districts and approves the improvement plans, estimated cost of improvements, and benefitted area assessment methodologies, as applied to the first 200 feet of any lots at least 50% larger than the average lot.

PASSED AND ADOPTED by the Homer City Council this 13th day of December, 2021.
CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Note: HAWSP
AMENDED PRELIMINARY ASSESSMENT ROLL (Attachment A Clean Copy)

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

TOTAL ESTIMATED PROJECT WATER: **$473,787**  TOTAL ESTIMATED PROJECT SEWER: **$514,153**

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

- **WATER:** $186,073
- **SEWER:** $385,613

HOMER ACCELERATED WATER AND SEWER PROGRAM (HAWSP) SHARE:
- **WATER:** $62,024
- **SEWER:** $128,538

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

<table>
<thead>
<tr>
<th>PROPERTY OWNER NAME &amp; ADDRESS</th>
<th>LEGAL DESCRIPTION &amp; PARCEL NUMBER</th>
<th>ASSESSED PROPERTY VALUE</th>
<th>ASSESSED ESTIMATED PROPERTY OWNER SHARE OF ASSESSMENT ASSESSMENT METHOD</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 DAM REVOCABLE TRUST 2019</td>
<td>1477 BAY AVE HOMER AK 99603-7941</td>
<td>$52,600</td>
<td>Water $4,359  Sewer $9,249</td>
</tr>
<tr>
<td>4 GUETSCHOW RUBEN</td>
<td>PO BOX 1071 PAHOA HI 96778-1071</td>
<td>$47,900</td>
<td>Water $4,359  Sewer $9,249</td>
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<tr>
<td>5 LOGAN CHRISTINA ARLYNE</td>
<td>2303 TULIK DR ANCHORAGE AK 99517-1132</td>
<td>$45,900</td>
<td>Water $4,359  Sewer $9,249</td>
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<tr>
<td>6 LONG CHRIS</td>
<td>879 LINDA CT HOMER, AK 99603-7222</td>
<td>$244,200</td>
<td>Water $4,359  (Property has sewer)</td>
</tr>
<tr>
<td>7 CONNOLLY NANCY C</td>
<td>303 TORQUAY CT UNIT B RIDGE NY 11961-8358</td>
<td>$49,600</td>
<td>Water $4,359  Sewer $9,249</td>
</tr>
<tr>
<td>14 LINDSEY RONALD J SAVIDGE BARBARA A</td>
<td>PO BOX 1867 HOMER AK 99603-1867</td>
<td>$85,900</td>
<td>Water $4,359  Sewer $9,249</td>
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</tr>
</thead>
<tbody>
<tr>
<td>15 JOHNSON PAUL MATTHEW</td>
<td>T 6S R 13W SEC 20 Seward Meridian HM 2008066 W R BENSON'S SUB 2008 REPLAT LOT 165-A #17716452</td>
<td>$186,200</td>
<td>Water $8,717  Sewer $18,498</td>
</tr>
<tr>
<td>16 LARSON BJORN &amp; RAUPP SASHA H PO BOX 1435 HOMER AK 99603-1435</td>
<td>T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 167 #17716439</td>
<td>$51,500</td>
<td>Water $4,359  Sewer $9,249</td>
</tr>
<tr>
<td>17 BAUGHER TINA M</td>
<td>T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 168 #17716438</td>
<td>$50,700</td>
<td>Water $4,359  Sewer $9,249</td>
</tr>
<tr>
<td>18</td>
<td>T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 169 #17716437</td>
<td>$43,300</td>
<td>Water $4,359  Sewer $9,249</td>
</tr>
<tr>
<td>19 VERNON ROBERT GORDON</td>
<td>T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 171 #17716435</td>
<td>$157,400</td>
<td>Water $4,359  Sewer $9,249</td>
</tr>
<tr>
<td>20</td>
<td>T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 172 #17716434</td>
<td>$41,300</td>
<td>Water $4,359  Sewer $9,249</td>
</tr>
<tr>
<td>21 LOGAN IRA LLC</td>
<td>T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 173 #17716433</td>
<td>$175,200</td>
<td>Water $4,359  Sewer $9,249</td>
</tr>
<tr>
<td>22</td>
<td>T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 174 #17716432</td>
<td>$58,100</td>
<td>Water $4,359  Sewer $9,249</td>
</tr>
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- SEWER: **$385,615**

HOMER ACCELERATED WATER AND SEWER PROGRAM (HAWSP) SHARE:
- WATER: **$62,024**
- SEWER: **$128,538**

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

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</tr>
</thead>
</table>
| HILLSTRAND NANCY              | T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 175 #17716231 | $102,100 | Water $4,359  
Sewer $9,249 |
| PO BOX 7                      |                                   |                          |                                                             |
| HOMER AK 99603-0007           |                                   |                          |                                                             |
| 24 HOMER CITY OF              | T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 176 #17716430 | $36,000 | Water $4,359  
Sewer $9,249 |
| 491 E PIONEER AVE             |                                   |                          |                                                             |
| HOMER AK 99603-7624           |                                   |                          |                                                             |
| 25 JOHNSON PAUL MATTHEW       | T 6S R 13W SEC 20 Seward Meridian HM PTN GL 2 BEGIN S 1/16 CORNER SECS 19 & 20 & NW CORNER LOT 2 TH S 89 DEG 57'30" E 600 FT ALONG N BOUND LT 2 TO POB TH S 0 DEG 2' E 391 FT TO CORNER 2 ON MHW KACHEMAK BAY TH S 59 DEG 30' E 150 FT TO CORNE R 3 TH N 38 DEG 0' E 592.6 FT TO CORNER 4 TH N 89 DEG 57'37" W ALONG N BOUNDRY O F GL 2 494.3 FT TO POB SAVE & EXC THAT PTN DESCRIBED IN W/D 88 @ 820 #17714010 | $593,900 | Water $23,700  
Sewer $102,613 |
| 124 E 23RD AVE                |                                   |                          |                                                             |
| ANCHORAGE, AK 99503-2010      |                                   |                          |                                                             |
| 26 VANN REVOCABLE TRUST       | T 6S R 13W SEC 20 Seward Meridian HM PTN GL 2 BEGIN 400 FT E OF 1/16 CRNR COMMO N TO SEC 19 & 20 TH E 200 FT ALONG N BOUND OF GL 2 TH S TO BEACH LINE TH W 200 F T TH 339 FT N TO POB #17714009 | $4,300 | Water $23,700  
Sewer $50,293 |
| PO BOX 561                    |                                   |                          |                                                             |
| KASILOF AK 99610-0561         |                                   |                          |                                                             |
| 27 VANN REVOCABLE TRUST       | T 6S R 13W SEC 20 Seward Meridian HM PTN GL 2 BEGIN INTERSECTION OF N BOUNDARY LT 2 & RR ROW TH E TO PT 400 FT FROM 1/16 CRNR TH S TO BEACH TH NW 100 FT TH N T O NORTH SIDE OF OLD RR ROW TH NW TO POB #17714008 | $248,000 | Water $39,924  
Sewer $84,722 |
Memorandum 22-021

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: MELISSA JACOBSEN, MMC, CITY CLERK
THROUGH: ROBERT DUMOUCHEL, CITY MANAGER
DATE: JANUARY 19, 2022
SUBJECT: CHARLES WAY/BUNNELL AVENUE WATER & SEWER SPECIAL ASSESSMENT DISTRICT

Public Works Director Keiser continues to work on solutions for the Charles Way/Bunnell Avenue Water and Sewer Special Assessment District assessment methodology. Postponing Resolution 21-057(S-2) will provide time for legal and finance review of methodology solutions and time to provide notice and an objection period for property owners.

**Recommendation:** Postpone action to March 14, 2022.