



Homer City Hall
491 E. Pioneer Avenue
Homer, Alaska 99603
www.cityofhomer-ak.gov

City of Homer Agenda

City Council Regular Meeting

Monday, January 24, 2022 at 6:00 PM

In Person at City Hall Cowles Council Chambers and by Zoom Webinar

<https://cityofhomer.zoom.us/j/205093973?pwd=UmhJWEZ3ZVdvdDkxZ3NtbldlNlNlXQT09>

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

Webinar ID: 205 093 973 Passcode: 610853

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.)

- [a.](#) Homer City Council Unapproved Special and Regular Meeting Minutes of January 10, 2022. City Clerk. Recommend adoption.
- [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

- [b.](#) 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. Introduction January 10, 2022, Public Hearing and Second Reading January 24, 2022.

Memorandum 22-006 from City Planner as backup.

- [c.](#) 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. Introduction January 10, 2022, Public Hearing and Second Reading January 24, 2022.

Memorandum 22-007 from Public Works Director as backup.

- d. 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. Introduction January 10, 2022, Public Hearing and Second Reading January 24, 2022.

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)

- a. 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. City Manager/Public Works Director. Recommended dates Introduction January 24, 2022, Public Hearing and Second Reading February 14, 2022.

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 ABOUD
LIBRARY DIRECTOR BERRY
FINANCE DIRECTOR WALTON
SPECIAL PROJECTS & COMMUNICATIONS COORDINATOR CARROLL
IT TECHNICIAN SULCZYNSKI
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.)

- a. Homer City Council Unapproved Special and Regular Meeting Minutes of December 13, 2021. City Clerk. Recommend adoption.

- 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.

- i. 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. Recommended Dates Introduction January 10, 2022, Public Hearing and Second Reading January 24, 2022.

Memorandum 22-008 from Public Works Director as backup.

Moved to Ordinances item b. Aderhold.

- j. 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. Recommended Dates Introduction January 10, 2022, Public Hearing and Second Reading January 24, 2022.

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.

- o. Resolution 22-005, A Resolution of the City Council of Homer, Alaska Correcting the Final Assessment Roll Adopted by Resolution 21-078, Confirming the Corrected Assessment Roll, Establishing Delinquency, Penalty, and Interest Provisions for the Seawall Improvement Special Assessment District for Armor Toe Improvements, and Superseding Resolution 21-078. City Clerk. Recommend adoption.

Memorandum 22-011 from City Clerk as backup.

- p. Resolution 22-006, A Resolution of the City Council of Homer, Alaska Approving the City of Homer 2022 Land Allocation Plan. City Manager. Recommend adoption.

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

- q. Resolution 22-007, A Resolution of the City Council of Homer, Alaska Adopting an Alternative Allocation Method for the FY2022 Shared Fisheries Business Tax Program and Certifying that this Allocation Method Fairly Represents the Distribution of Significant Effects of Fisheries Business Activity in the Cook Inlet Fisheries Management Area. City Manager. Recommend adoption.

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.

- b. Prince William Sound and Cook Inlet Regional Citizens Advisory Councils Report on Alaska Department of Environmental Conservation's Proposed Changes for Oil Spill Prevention & Response Regulations - Robert Archibald and Carla Stanley (10 Minutes)

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)

- a. Ordinance 21-68, An Ordinance of the City Council of Homer, Alaska Appropriating \$25,000 from the General Fund for Fiscal Year 2022 to Fund Part of the Homer Business Advisor Position for the Alaska Small Business Development Center and Authorizing the City Manager to Negotiate and Execute Appropriate Documents. Venuti/Erickson. Introduction December 13, 2021 Public Hearing and Second Reading January 10, 2022.

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 of 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.

- d. Ordinance 21-71, An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget and Appropriating an Additional \$138,399 from the Homer Accelerated Water and Sewer Program (HAWSP) Fund to Complete the Tasmania Court Water and Sewer Improvement Projects. City Manager/Public Works Director. Introduction December 13, 2021 Public Hearing and Second Reading January 10, 2022.

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 and 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.

ADERHOLD/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.

ADERHOLD/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.

- b. 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. Recommended Dates Introduction January 10, 2022, Public Hearing and Second Reading January 24, 2022.

Memorandum 22-008 from Public Works Director as backup.

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.

ADERHOLD/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

- a. Ordinance 21-63(S-2), An Ordinance of the City Council of Homer, Alaska Settling the Current and Future Distributions of Income and Debt in the Natural Gas Distribution Special Assessment Bond Sinking Fund. Mayor/City Manager. Introduction October 11, 2021 Public Hearing and Second Reading October 25, 2021 Postponed to November 8, 2021 and December 13, 2021.

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 OBJECTION: 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

- a. Resolution 22-009, A Resolution of the City Council of Homer, Alaska Providing Input into the Alaska Department of Environmental Conservation on Proposed Changes to the Regulations on Oil Discharge Prevention and Contingency Plans. Aderhold.

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 question 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.

RACHEL TUSSEY, CMC, DEPUTY CITY CLERK II

Approved: _____



City of Homer

www.cityofhomer-ak.gov

Office of the Mayor

491 East Pioneer Avenue
Homer, Alaska 99603

mayor@ci.homer.ak.us

(p) 907-235-3130

(f) 907-235-3143

Memorandum 22-017

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.

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

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

Submission information

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

Submitted by Visitor (not verified)

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

Academic Policy Committee (2018-Present); Cook Inlet Regional Citizens Advisory Council (2001-2012); Kachemak Ski Club (Homer Rope Tow) (2008-2018); Alaska Conservation Alliance (1999-2002); Coast Alliance (2000-2006); National Waterkeeper Alliance (1998-2008); Oil Spill Region Environmental Coalition (Chair) (1998-Present); Oregon Fair Trade Coalition (1992-1994).

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

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



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

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

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: 4646 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? I think 2 terms

Background Information

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

Homer Marine Trade Assoc.

Safe Harbor Broadcasting

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

ORDINANCE REFERENCE SHEET
2022 ORDINANCE
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.

Sponsor: City Manager/Public Works Director

1. City Council Regular Meeting January 24, 2022 Introduction

Memorandum 22-018 from Public Works Director as backup

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

3 City Manager/
4 Public Works Director

5 **ORDINANCE 22-07**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING THE FY22 CAPITAL BUDGET BY APPROPRIATING
9 \$15,000 FROM THE HOMER ACCELERATED ROAD AND TRAIL
10 PROGRAM ROAD FUND AND \$5,000 FROM BOTH THE WATER AND
11 THE SEWER CAPITAL ASSET REPAIR AND MAINTENANCE
12 ALLOWANCE (CARMA) FUNDS FOR A TOTAL OF \$25,000, TO
13 UPDATE THE CITY OF HOMER’S DESIGN CRITERIA MANUAL,
14 STANDARD CONSTRUCTION SPECIFICATIONS, STANDARD
15 CONSTRUCTION DETAILS, AND RECONCILE DESIGNATED
16 ELEMENTS OF THE DEVELOPMENT STANDARDS IN HOMER CITY
17 CODE.

18
19 WHEREAS, The City of Homer Design Criteria Manual is a cookbook that governs how
20 the City’s infrastructure will be designed and built, whether the design/construction is
21 accomplished by the City staff, consultants or private developers; and

22
23 WHEREAS, A standard set of criteria ensures that the City’s roads, water lines, sewer
24 lines and drainage works are developed in a consistent manner that uses best management
25 practices; and

26
27 WHEREAS, Homer’s Design Criteria Manual was developed in the 1980’s and needs to
28 be updated, along with its companion documents, the Standard Construction Specifications
29 and Standard Construction Details; and

30
31 WHEREAS, Homer’s Subdivision Development Standards will need to be reconciled
32 with the updated design standards; and

33
34 WHEREAS, The final work products will guide the planning, design and execution of City
35 capital projects and private developments for years to come.

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

38
39 Section 1. The Homer City Council hereby amends the FY 2022 Capital Budget by
40 appropriating \$25,000 as follows:

43			
44	<u>Fund</u>	<u>Description</u>	<u>Amount</u>
45	160	HART Road Fund	\$15,000
46	256	Water CARMA Fund	\$ 5,000
47	256	Sewer CARMA Fund	<u>\$ 5,000</u>
48		Total	\$25,000
49			

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

52
53 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___th day of _____, 2022.

54
55 CITY OF HOMER
56
57
58
59 _____
60 KEN CASTNER, MAYOR

61 ATTEST:
62
63
64 _____
65 MELISSA JACOBSEN, MMC, CITY CLERK
66

67
68 YES:
69 NO:
70 ABSTAIN:
71 ABSENT:
72
73 First Reading:
74 Public Reading:
75 Second Reading:
76 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

reasonable. 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:

HART Road Fund	\$15,000
Water CARMA Fund	\$ 5,000
Sewer CARMA Fund	<u>\$ 5,000</u>
Total Estimated Cost	\$25,000

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

ORDINANCE REFERENCE SHEET
2022 ORDINANCE
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.

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

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

Erickson/Aderhold

4
5 **ORDINANCE 22-01**
6

7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING THE FY22 CAPITAL BUDGET AND AUTHORIZING THE
9 EXPENDITURE OF \$62,000 FROM THE LAND FUND TO ACQUIRE
10 TWO PARCELS OF LAND AND DRAINAGE EASEMENTS ACROSS
11 TWO ADDITIONAL PARCELS WITHIN THE BRIDGE CREEK
12 WATERSHED PROTECTION DISTRICT AND AUTHORIZING THE CITY
13 MANAGER TO EXECUTE THE APPROPRIATE DOCUMENTS.
14

15 WHEREAS, Four property owners in the Bridge Creek Watershed Protection District
16 (BCWPD) have approached the City with a proposal to sell two lots to the City, and selling a
17 drainage easement across two additional properties; and
18

19 WHEREAS, Acquiring these lands and drainage easements will allow the city to protect
20 over 2,000 linear feet of an important tributary to Bridge Creek; and
21

22 WHEREAS, Land acquisition within the watershed has been a long term goal in the
23 Capital Improvement Plan; and
24

25 WHEREAS, The current balance of the Land Fund is approximately \$240,000 and are
26 available for purchase of the easements and properties.
27

28 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
29

30 Section 1. The FY 22 capital budget is hereby amended by appropriating funds from the
31 Land Fund account in the amount of \$62,000 for the purpose of purchasing two parcels and
32 drainage easements on two other properties
33

34 Expenditure:

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
150-0392	Land Fund	\$62,000

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38 Section 2. The City Manager is authorized to sign the appropriate documents for the
39 acquisition of drainage easements on Kenai Peninsula Borough Parcel 17370007 T 6S R 13W
40 SEC 4 SEWARD MERIDIAN HM 0880054 BRIDGE CREEK COOPERATIVE SUB NO 2 LOT 4A, and
41 Parcel 17370008, T 6S R 13W SEC 4 SEWARD MERIDIAN HM 0810005 BRIDGE CREEK
42 COOPERATIVE SUB LOT 3.
43

44 Section 3. The City Manager is authorized to sign the appropriate documents for the
45 acquisition of drainage easements on Kenai Peninsula Borough Parcel 17370004 T 6S R 13W
46 SEC 4 SEWARD MERIDIAN HM 0810005 BRIDGE CREEK COOPERATIVE SUB LOT 7 and Parcel
47 1737003 T 6S R 13W SEC 4 SEWARD MERIDIAN HM 0810005 BRIDGE CREEK COOPERATIVE SUB
48 LOT 8.

49
50 Section 4. This is a budget amendment ordinance, is temporary in nature, and shall not
51 be codified.

52
53 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this _____ day of _____, 2022.

54
55 CITY OF HOMER

56
57 _____
58 KEN CASTNER, MAYOR
59

60
61 ATTEST:

62
63 _____
64 MELISSA JACOBSEN, MMC, CITY CLERK
65
66

67 YES:

68 NO:

69 ABSTAIN:

70 ABSENT:

71
72 First Reading:

73 Public Hearing:

74 Second Reading:

75 Effective Date:



Memorandum 22-005

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

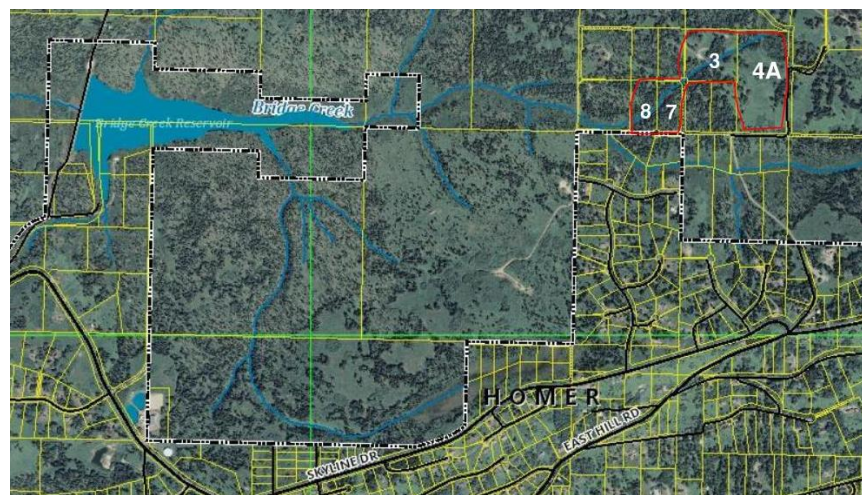
Four property owners have approached the city about their lands in the Bridge Creek Watershed. Two lots are offered for sale (7 & 8 below) and two lots would have drainage easements granted to the City (3 & 4A below). City staff is working with our contracted realtor to make purchase offers contingent 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:

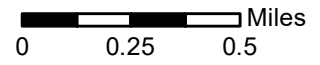
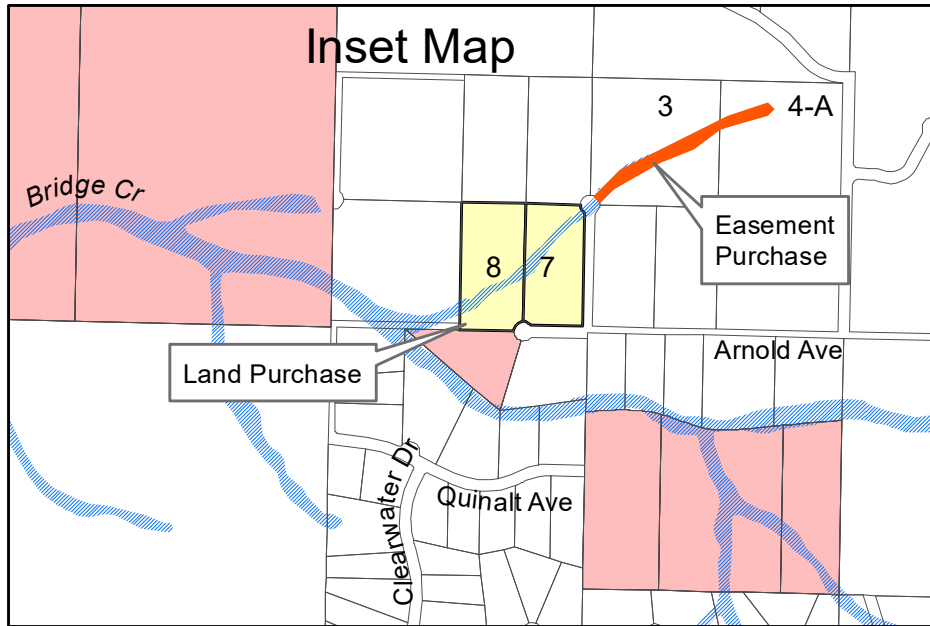


Attachments

Kenai Peninsula Borough tax assessment values, lots 7 and 8

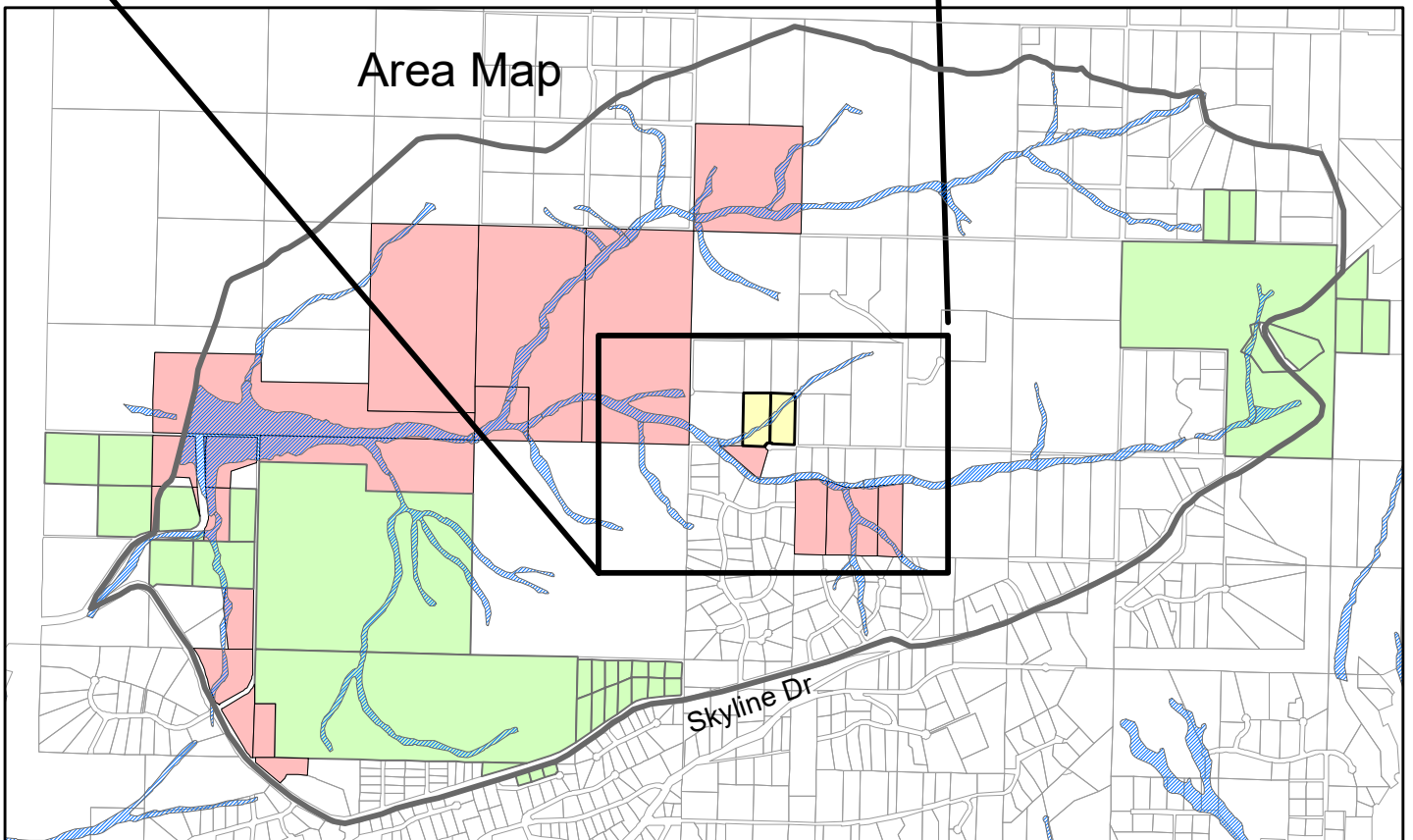
Ordinance 22-01

Purchasing two lots and two drainage easements



Legend

- Bridge Creek Watershed
 - Bridge Creek & Tributaries
 - Ordinance 22-01 Lands
- Protected Lands**
- Municipal
 - Private





Kenai Peninsula Borough

Assessing Department
144 N. Binkley Street
Soldotna AK 99669

Jan 3 2022 7:51PM

General Information

KUNTZ KARL J PO BOX 31846 BELLINGHAM, WA 98228-3846	Property ID 17370004 Address 40957 FARMWALD CIR Document / Book Page 190 /460 Acreage 4.3700
--	---

Owners

Property ID	Display Name	Address
17370004	KUNTZ KARL J	PO BOX 31846

Legal Description

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

Value History

Year	Reason	Assessed		
		Land	Structures	Total
2021	Main Roll Certification	\$15,200	\$0	\$15,200
2020	Main Roll Certification	\$15,200	\$0	\$15,200
2019	Main Roll Certification	\$15,700	\$0	\$15,700
2018	Main Roll Certification	\$15,700	\$0	\$15,700
2017	Main Roll Certification	\$37,400	\$0	\$37,400
2016	Main Roll Certification	\$16,300	\$0	\$16,300
2015	Main Roll Certification	\$16,300	\$0	\$16,300
2014	Main Roll Certification	\$16,300	\$0	\$16,300
2013	Main Roll Certification	\$16,300	\$0	\$16,300
2012	Main Roll Certification	\$16,300	\$0	\$16,300
2011	Main Roll Certification	\$17,000	\$0	\$17,000
2010	Main Roll Certification	\$17,000	\$0	\$17,000
2009	Main Roll Certification	\$17,000	\$0	\$17,000
2008	Main Roll Certification	\$16,100	\$0	\$16,100
2007	Main Roll Certification	\$12,400	\$0	\$12,400
2006	Main Roll Certification	\$12,400	\$0	\$12,400
2005	Main Roll Certification	\$12,400	\$0	\$12,400
2004	Main Roll Certification	\$12,500	\$0	\$12,500
2003	Main Roll Certification	\$12,500	\$0	\$12,500
2002	Main Roll Certification	\$12,500	\$0	\$12,500
2001	Main Roll Certification	\$12,500	\$0	\$12,500

Land Details

Primary Use	Land Type	Acres	Eff Frontage	Eff Depth	Asd Value
	Residential Rural/Res T	4.3700	0.00	0.00	\$15,200



Kenai Peninsula Borough

Assessing Department
144 N. Binkley Street
Soldotna AK 99669

Jan 3 2022 7:52PM

General Information

RUE-CLAUSON REVOCABLE FAMILY TRUST 31 SERPENTINE AVE SEQUIM, WA 98382-8916	Property ID	17370003
	Address	
	Document / Book Page	20160036790
	Acreage	4.9600

Owners

Property ID	Display Name	Address
17370003	RUE-CLAUSON REVOCABLE FAMILY TRUST	31 SERPENTINE AVE

Legal Description

Description
T 6S R 13W SEC 4 Seward Meridian HM 0810005 BRIDGE CREEK COOPERATIVE SUB LOT 8

Value History

Year	Reason	Assessed		
		Land	Structures	Total
2021	Main Roll Certification	\$15,600	\$0	\$15,600
2020	Main Roll Certification	\$15,600	\$0	\$15,600
2019	Main Roll Certification	\$16,100	\$0	\$16,100
2018	Main Roll Certification	\$16,100	\$0	\$16,100
2017	Main Roll Certification	\$38,300	\$0	\$38,300
2016	Main Roll Certification	\$16,300	\$0	\$16,300
2015	Main Roll Certification	\$16,300	\$0	\$16,300
2014	Main Roll Certification	\$16,300	\$0	\$16,300
2013	Main Roll Certification	\$16,300	\$0	\$16,300
2012	Main Roll Certification	\$16,300	\$0	\$16,300
2011	Main Roll Certification	\$18,400	\$0	\$18,400
2010	Main Roll Certification	\$18,400	\$0	\$18,400
2009	Main Roll Certification	\$18,400	\$0	\$18,400
2008	Main Roll Certification	\$17,400	\$0	\$17,400
2007	Main Roll Certification	\$13,400	\$0	\$13,400
2006	Main Roll Certification	\$13,400	\$0	\$13,400
2005	Main Roll Certification	\$13,400	\$0	\$13,400
2004	Main Roll Certification	\$12,600	\$0	\$12,600
2003	Main Roll Certification	\$12,600	\$0	\$12,600
2002	Main Roll Certification	\$12,600	\$0	\$12,600
2001	Main Roll Certification	\$12,600	\$0	\$12,600

Land Details

Primary Use	Land Type	Acre	Eff Frontage	Eff Depth	Asd Value
	Residential Rural/Res T	4.9600	0.00	0.00	\$15,600

ORDINANCE REFERENCE SHEET
2022 ORDINANCE
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.

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

**CITY OF HOMER
HOMER, ALASKA**

Planning Commission

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.

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:

Use	Parking Spaces Required
1. Dwellings.	Two per dwelling unit, or one per efficiency or one-bedroom dwelling <u>when more than one dwelling unit is located on a parcel</u> unit in a multifamily dwelling. <u>Detached efficiency or one bedroom dwelling units shall provide an additional 1 guest parking space per four dwelling units.</u> 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.

32 Section 2. This ordinance is permanent and general character and shall be included in
33 the City Code.
34

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

36
37 CITY OF HOMER
38
39 _____
40 KEN CASTNER, MAYOR
41

42
43 ATTEST:
44
45 _____
46 MELISSA JACOBSEN, MMC, CITY CLERK
47

48
49 YES:
50 NO:
51 ABSTAIN:
52 ABSENT:
53
54 First Reading:
55 Public Hearing:
56 Second Reading:
57 Effective Date:



Memorandum 22-006 (PL21-01)

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: RICK ABOUD, AICP, CITY PLANNER
DATE: DECEMBER 20, 2021
SUBJECT: PARKING REQUIRMENTS 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:

Use	Parking Spaces Required
1. Dwellings.	Two per dwelling unit, or one per efficiency or one-bedroom dwelling <u>when more than one dwelling unit is located on a parcel</u> unit in a multifamily dwelling. <u>Detached efficiency or one bedroom dwelling units shall provide an additional 1 guest parking space per four dwelling units.</u> 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.

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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: _____



City of Homer

www.cityofhomer-ak.gov

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

Staff Report PL 21-45

TO: Homer Planning Commission
 THROUGH: Rick Abboud, City Planner
 FROM: Julie Engebretsen, Deputy City Planner
 DATE: August 4, 2021
 SUBJECT: Parking Code

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)

Use	Parking Spaces Required
1. Dwellings.	Two per dwelling unit, or one per efficiency or one-bedroom dwelling unit in a multifamily dwelling. 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.

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.

Commissioner Smith was unanimously voted in as Chair.

Chair Smith then opened the floor for nominations of Vice Chair.

Commissioner Venuti nominated Commissioner Highland for Vice Chair.

Commissioner Barnwell seconded.

Chair Smith called for additional nominations for Vice Chair.

Commissioner Highland nominated Commissioner Conley.

Commissioner Conley declined the nomination citing the lack of time on the commission.

Commissioner Barnwell nominated Commissioner Venuti.

Commissioner Venuti declined the nomination citing that he has served as both Chair and Vice Chair and believes that every sitting Commissioner should be given the opportunity to serve as Chair or Vice Chair during their term as a commissioner.

Commissioner Highland was voted in as Vice Chair unanimously.

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 PARKIN 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.



City of Homer

www.cityofhomer-ak.gov

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

Staff Report PL 21-50

TO: Homer Planning Commission
 THROUGH: Rick Abboud, City Planner
 FROM: Julie Engebretsen, Deputy City Planner
 DATE: August 18, 2021
 SUBJECT: Parking Code Amendments

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).

Use	Parking Spaces Required
1. Dwellings.	Two per dwelling unit, or one per efficiency or one-bedroom dwelling <u>when more than one dwelling unit is located on a parcel</u> unit in a multifamily dwelling . 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.

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)

Parking Examples from Permitted Homer Projects

	Units	Required Parking	HCC new code	Kirkland Total Parking	Anacortes Total Parking
Apartments					
One bedroom	2	2			
Two bedroom	2	4			
Three Bedroom	2	4			
Total	6	10		10	10
Roominghouse					
	Units	Parking			
Main house	1	2			
Roominghouse	5	5			
Total	6	7		8	12
		(built 20+)			
Cabins					
	Units	Parking	New code		
One bedroom	4	8	4		
Duplex	2	4	4		
Total	6	12	8	9	11
Efficiency					
	Units	Parking	New code		
Duplex (1 bdr)	4	8	4		
Triplex (1 bdr)	3	3	3		
Total	7	11	7	9	9

Anacortes, WA, parking code excerpt

Off-street parking spaces required.

Use	Minimum Parking Spaces Required	Maximum Parking Spaces Allowed
RESIDENTIAL		
Household Living, as listed below		
Single-family	2 per unit	
Single-family, small lot	1 per unit	
Accessory dwelling unit	See AMC 19.47.030(C)(8) (3 spaces)	
Cottage housing	1.5 per unit	
Duplex or triplex	Same as multifamily (based on number of bedrooms)	
Townhouse	Same as multifamily (based on number of bedrooms)	
Multifamily dwelling, one bedroom or studio	1.0 per unit	1.5 per unit
Multifamily dwelling, two bedrooms	1.4 per unit	2 per unit
Multifamily dwelling, three or more bedrooms	1.6 per unit	2.5 per unit

Table 19.64.030(B)

Minimum guest parking spaces required by housing type.

Housing Type	Minimum guest parking ratio
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.

- How much outlay would this require
- Parking issues overall
 - parking lots for the large retail not to exceed 10% of the required amount
 - Save U More removed the islands to allow additional spaces
 - there is additional land surrounding the store that could be used
- Having large retail operations would put the small local retail shops out of business
- Water and sewer facilities required by large retail stores
 - Many small communities do not offer that in order to keep large companies disinterested
- Pushing the cart towards online sales
- Rewrite of the Transportation Plan
 - Current transportation plan is outdated
 - If State requests projects the city does not have shovel ready plans
- Analysis and projection of population growth
 - 1% growth inside city limits
 - Growth outside city limits which affects Homer
- Connectivity will be needed now and in the future
- Clarification on requirements for CUP's
- Requirements for multi-size parking stalls and how would that be addressed
- Seasonal Parking Requirements for Large Retail Stores
- Landscaping requirements
 - Allowing Alders for use as natural mature vegetation
 - Lines 195, completion in 9 months too long of time
- Incorporating some of the landscaping requirements into the Community Design Manual (CDM)
 - Including 1% for art requirements for projects
 - Art is very subjective
- Snow storage area increase

City Planner Abboud will work more on this and bring it back for a future meeting.

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



City of Homer

www.cityofhomer-ak.gov

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

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

**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 UITS.

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:

Use	Parking Spaces Required
1. Dwellings.	Two per dwelling unit, or one per efficiency or one-bedroom dwelling <u>when more than one dwelling unit is located on a parcel</u> unit in a multifamily dwelling. <u>Detached efficiency or one bedroom dwelling units shall provide an additional 1 guest parking space per four dwelling units.</u> 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.

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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: _____

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.

HIGHLAND/BENTZ MOVED THAT THE PLANNING COMMISSION DENIES TAKING UP THE MOTION FOR RECONSIDERATION AND THE MOTION FOR LEAVE TO SUPPLEMENT POINTS ON APPEAL OF CUP 20-15 SUBMITTED BY APPELLANT GRISWOLD AND THAT THE PLANNING COMMISSION RECOMMENDS THE BOARD OF ADJUSTMENT DISMISS THE APPEAL OF CUP 20-15 DUE TO THE FACT THAT THE APPLICANT HAS WITHDRAWN THEIR CONDITIONAL USE PERMIT APPLICATION AND THEREFORE THE PERMIT NO LONGER EXISTS.

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



City of Homer

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Planning

491 East Pioneer Avenue
Homer, Alaska 99603

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(p) 907-235-3106

(f) 907-235-3118

Staff Report PL 21-66

TO: Homer 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 requires 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:

Use	Parking Spaces Required
1. Dwellings.	Two per dwelling unit, or one per efficiency or one-bedroom dwelling <u>when more than one dwelling unit is located on a parcel</u> unit in a multifamily dwelling. <u>Detached efficiency or one bedroom dwelling units shall provide an additional 1 guest parking space per four dwelling units.</u> 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.

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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-OBJECTION. 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

ORDINANCE REFERENCE SHEET
2022 ORDINANCE
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.

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

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

3 City Manager
4 Public Works Director

5 **ORDINANCE 22-03**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING THE FY22 CAPITAL BUDGET AND AUTHORIZING THE
9 EXPENDITURE OF AN AMOUNT NOT TO EXCEED \$45,000 FROM
10 THE HOMER ACCELERATED WATER AND SEWER PROGRAM FUND
11 TO REIMBURSE A PRIVATE DEVELOPER FOR THE DESIGN AND
12 CONSTRUCTION OF THE PENNOCK STREET WATER MAIN GAP.
13

14 WHEREAS, William Briske of Palmer, Alaska, will be, as part of his development on
15 Pennock Street, extending the City water main to serve the his new lots, and;
16

17 WHEREAS, The new water main extension will stop 92 feet short of the existing water
18 main at Virginia Lynn Way, creating, the Pennock Street water main “Gap”; and
19

20 WHEREAS, It is in the best interests of the City’s Water Utility to have a “looped” system,
21 as much as possible to facilitate better water quality and system reliability; and
22

23 WHEREAS, Mr. Briske is willing to include the design and construction of the “Gap” in
24 his private development project if the City reimburses him for the costs, which are estimated
25 to be \$35,000; and
26

27 WHEREAS, The HAWSP Fund is the appropriate funding vehicle for this expenditure
28 because it is about upgrading the capacity of the water distribution system, rather than
29 repairing or replacing an existing appurtenance; and
30

31 WHEREAS, The balance of the HAWSP Fund at the end of FY22 is expected to be
32 \$2,352,321.
33

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

36 Section 1. The Homer City Council hereby amends the FY22 Capital Budget and
37 authorizes the expenditure of an amount not to exceed \$45,000 from the Homer Accelerated
38 Water and Sewer Program Fund to reimburse a private developer for the design and
39 construction of the Pennock Street Water Main Gap as follows:
40

<u>Account</u>	<u>Description</u>	<u>Amount</u>
	Pennock Water Main Gap	\$45,000

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43

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

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

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CITY OF HOMER

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KEN CASTNER, MAYOR

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55 ATTEST:

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59 _____
MELISSA JACOBSEN, MMC, CITY CLERK

60

61 YES:

62 NO:

63 ABSTAIN:

64 ABSENT:

65

66 First Reading:

67 Public Reading:

68 Second Reading:

69 Effective Date:



City of Homer

www.cityofhomer-ak.gov

Public Works

3575 Heath Street
Homer, AK 99603

publicworks@cityofhomer-ak.gov

(p) 907- 235-3170

(f) 907-235-3145

Memorandum 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 the 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.

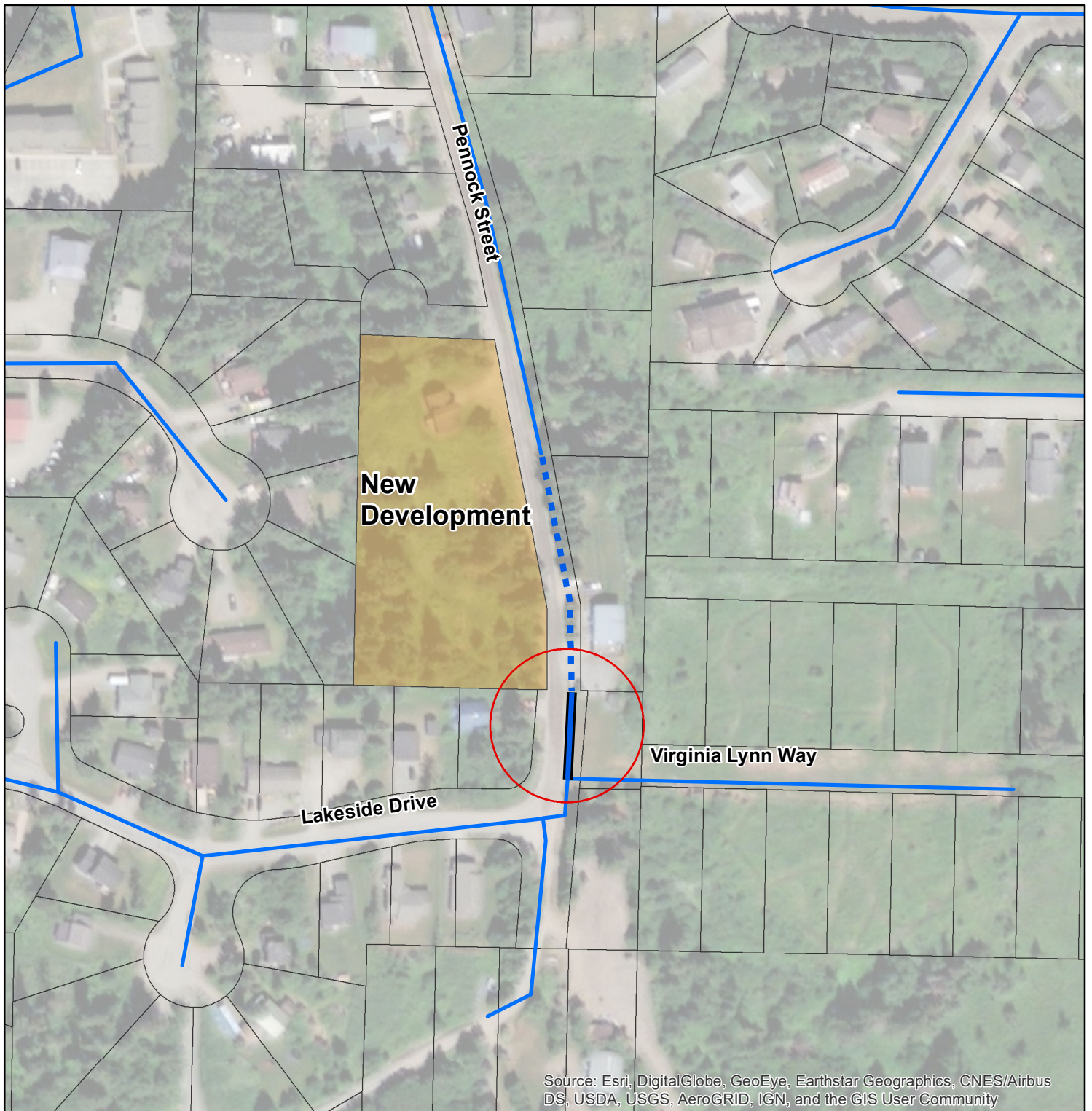
Mr. Briske is willing to include the design and construction of the “gap” in his project if the City reimburses him for the costs. The estimated costs are \$45,000.

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.



Legend

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

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

**Pennock Street Water Main
Gap Closure
Site Map**

N

200 100 0 200 Feet

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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.

ORDINANCE REFERENCE SHEET
2022 ORDINANCE
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.

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

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

3 City Manager/
4 Public Works Director

5 **ORDINANCE 22-04**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
8 AMENDING THE FY 2022 CAPITAL BUDGET BY APPROPRIATING
9 \$350,000 FROM HOMER ACCELERATED ROADS AND TRAILS
10 (HART) ROADS FUND FOR THE PURCHASE OF A NEW GRADER.

11
12 WHEREAS, The City’s 1994 Champion Grader (E164) transmission recently failed leaving
13 the Public Works Department with only two graders for snow plowing; and

14
15 WHEREAS, The Road Financial Plan calls for the purchase of a new grader in FY 24 and
16 another one in FY 25, however the procurement schedule for these graders needs to be
17 accelerated because it takes so long to get them; that is, according to industry, if the City
18 ordered a grader tomorrow, it could take over a year or more to arrive; and

19
20 WHEREAS, The Homer Accelerated Roads and Trails Program (“HART”) Manual allows
21 HART funds to be used for equipment acquisition; and

22
23 WHEREAS, The Ending Balance of the HART Road Fund is projected to be \$4,342,136 at
24 the end of FY 23; and

25
26 WHEREAS, The last grader cost \$315,340.

27
28 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

29
30 Section 1. The Homer City Council hereby amends the FY 2022 Capital Budget by
31 appropriating \$350,000 from the Homer Accelerated Road and Trails –Road Program for the
32 purchase of a new grader.

33

<u>Account</u>	<u>Description</u>	<u>Amount</u>
	Purchase of new grader	\$350,000

36

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

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

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ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Reading:

Second Reading:

Effective Date:

CITY OF HOMER

KEN CASTNER, MAYOR



City of Homer

www.cityofhomer-ak.gov

Public Works

3575 Heath Street
Homer, AK 99603

publicworks@cityofhomer-ak.gov

(p) 907- 235-3170

(f) 907-235-3145

Memorandum 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.

ORDINANCE REFERENCE SHEET
2022 ORDINANCE
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.

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

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

3 City Manager/
4 Public Works Director

5 **ORDINANCE 22-05**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
8 AMENDING THE FY 2022 CAPITAL BUDGET BY APPROPRIATING
9 \$60,000 FROM HOMER ACCELERATED ROADS AND TRAILS (HART)
10 ROADS FUND FOR THE PURCHASE OF A NEW F550, 2-TON 4x4
11 TRUCK.

12
13 WHEREAS, Public Works sands the tarmac and parking lot at the airport; and

14
15 WHEREAS, The sanding truck, E116, a 2006 F350 Ford, is dedicated to this purpose
16 because it is equipped with an attachment that is designed to screen out larger gravel
17 particles, which could damage aircraft engines, per FAA regulations; and

18
19 WHEREAS, The FY 21 Capital Budget authorized the replacement of E116, for the
20 purchase price of \$60,000; and

21
22 WHEREAS, Public Works ordered the replacement truck in February and the order has
23 not yet hit the manufacturing floor; and

24
25 WHEREAS, On Dec 14, 2021, the frame on E116 irreparably broke, taking E116 out of
26 service; and

27
28 WHEREAS, While Public Works is re-purposing another truck, E134, a 2003 F550, 2-ton
29 4X4, also old and well-worn, to serve as the airport sanding truck, and

30
31 WHEREAS, The City's aging maintenance fleet is wearing out faster than expected and
32 the ordering of replacement trucks need to be expedited because of the long lead time; and

33
34 WHEREAS, The City Council, on April 24, 2017, passed Resolution 17-038 adopting the
35 Homer Accelerated Roads and Trails Program ("HART") Manual, which allows HART funds to
36 be used for equipment acquisition for road maintenance; and

37
38 WHEREAS, The Ending Balance of the HART Road Fund is projected to be \$4,342,136 at
39 the end of FY23; and

40
41 WHEREAS, The last truck was budgeted at \$50,000.
42

43 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
44

45 Section 1. The Homer City Council hereby amends the FY 2022 Capital Budget by
46 appropriating \$60,000 from the Homer Accelerated Road and Trails –Road Program for the
47 purchase of a new F550 2-ton 4X4.
48

<u>Account</u>	<u>Description</u>	<u>Amount</u>
	Purchase of new F550 2-ton 4X4 truck	\$60,000

51
52 Section 2. This is a budget amendment ordinance only, is not permanent in nature, and
53 shall not be codified.
54

55 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ____th day of _____, 2022.
56

57 CITY OF HOMER
58

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61 _____
62 KEN CASTNER, MAYOR

63 ATTEST:
64

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66 _____
67 MELISSA JACOBSEN, MMC, CITY CLERK
68

69 YES:

70 NO:

71 ABSTAIN:

72 ABSENT:
73

74 First Reading:

75 Public Reading:

76 Second Reading:

77 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

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

3 City Manager/
4 Public Works Director

5 **ORDINANCE 22-06**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING THE FY22 CAPITAL BUDGET AND AUTHORIZING THE
9 EXPENDITURE OF AN ADDITIONAL \$80,476.50 FROM THE HOMER
10 ACCELERATED WATER AND SEWER PROGRAM FUND TO COMPLETE
11 THE ALDER LANE WATER IMPROVEMENT PROJECT.
12

13 WHEREAS, The City Council created the Alder Lane Water Improvement Special
14 Assessment District (SAD) with the passage of Resolution 20-095; and
15

16 WHEREAS, The properties within this district will be assessed 75% of the costs of the
17 project and the Homer Accelerated Water and Sewer Program (HAWSP) will pay 25%; and
18

19 WHEREAS, The Property Owner's share of the costs will be financed through the ADEC/EPA
20 Revolving Loan Program; and
21

22 WHEREAS, the City was awarded a Principal Forgiveness subsidy from the ADEC/EPA, of
23 which \$112,229 was allocated to the Alder Lane Water Project in Resolution 21-023; and
24

25 WHEREAS, Bids for the construction phase of the project were opened on December 14,
26 2021 and the lowest responsive and responsible bid was \$269,930; and
27

28 WHEREAS, The Total Project Cost, including construction, design, survey, prior pipe
29 purchase and inspection, is projected to be \$333,668.50, which is \$80,475.50 more than the
30 original appropriation of \$253,193; and
31

32 WHEREAS, The Property Owners were mailed a Notice of Right to Object to the cost
33 increase on July 19, 2021 and one objection was received; and
34

35 WHEREAS, The original appropriation of \$253,193, for construction financing, was
36 scheduled to come from the HAWSP, but the General Fund is better equipped to provide
37 construction financing for Special Assessment Districts.
38

39 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
40

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

3 City Manager/
4 Public Works Director

5 **ORDINANCE 22-06(S)**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING THE FY22 CAPITAL BUDGET AND AUTHORIZING THE
9 EXPENDITURE OF AN ADDITIONAL \$80,476.50 FROM THE HOMER
10 ACCELERATED WATER AND SEWER PROGRAM FUND TO COMPLETE
11 THE ALDER LANE WATER IMPROVEMENT PROJECT.
12

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14 Assessment District (SAD) with the passage of Resolution 20-095; and
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26 2021 and the lowest responsive and responsible bid was \$269,930; and
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29 purchase and inspection, is projected to be \$333,668.50, which is \$80,475.50 more than the
30 original appropriation of \$253,193; and
31

32 WHEREAS, The Property Owners were mailed a Notice of Right to Object to the cost
33 increase on July 19, 2021 and one objection was received; and
34

35 ~~WHEREAS, The original appropriation of \$253,193, for construction financing, was~~
36 ~~scheduled to come from the HAWSP, but the General Fund is better equipped to provide~~
37 ~~construction financing for Special Assessment Districts.~~
38

39 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
40

41 Section 1. The Homer City Council hereby amends the FY22 Capital Budget by
 42 appropriating \$80,475.50 from ~~General Fund~~ **HAWSP** for the design/construction of the Alder
 43 Lane Water Improvements.

44

<u>Account</u>	<u>Description</u>	<u>Amount</u>
45 215-0007	Alder Lane Water Improvements	\$80,475.50

47

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

50

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

52

53 CITY OF HOMER

54

55

56 _____
 57 KEN CASTNER, MAYOR

58

59 ATTEST:

60

61

62 _____
 63 MELISSA JACOBSEN, MMC, CITY CLERK

64

65

66 YES:

67 NO:

68 ABSTAIN:

69 ABSENT:

70

71

72 First Reading:

73 Public Reading:

74 Second Reading:

75 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 projects. Competitive bidding was completed in accordance with the City's procurement regulations and the bid results were as follows:

- | | |
|-------------------------------|-----------|
| a. Engineer's Estimate | \$240,881 |
| b. Scott's Plumbing & Heating | \$269,930 |
| c. 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 ¹

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 ² \$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 ³

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 Projects 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

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

3 City Manager/
4 Public Works Director

5 **ORDINANCE 22-08**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
8 AMENDING THE FY22 CAPITAL BUDGET BY APPROPRIATING
9 \$140,000 FROM THE HOMER ACCELERATED ROADS AND TRAILS
10 (HART) PROGRAM ROAD FUND FOR APPRAISALS AND TECHNICAL
11 FIELD WORK TO SUPPORT FOUR GREEN INFRASTRUCTURE
12 STORMWATER MANAGEMENT PROJECTS.

13
14 WHEREAS, The Homer Green Infrastructure Storm Water Management System is a
15 system of four projects that would use natural systems, including wetlands and peatlands, to
16 store and treat storm water, thereby improving water quality, reducing potential for flooding,
17 and reducing potential for bluff erosion in their project impact areas; and

18
19 WHEREAS, Three of the four projects involve the acquisition of real property, which
20 mostly consists of wetlands, from either the Kenai Peninsula Borough or private land owners
21 and in order to have a sensible discussion with the land owners, we need to have a better
22 understanding of the value of the land; and

23
24 WHEREAS, The best way to develop this understanding is to have the land appraised,
25 which invokes standards established by the government agencies for appraisals of land
26 acquired with government funds, either the Uniform Standards of Professional Appraisal
27 Practice (USPAP) or the more stringent Uniform Appraisal Standards for Federal Land
28 Acquisition (UASFLA); and

29
30 WHEREAS, Another thing needed for a sensible discussion with the land owner as well
31 as to plan the projects, is to have a better understanding of the wetlands' technical
32 parameters, which requires technical field work to (1) delineate the wetlands; (2) monitor the
33 quality and quantity of storm water that could flow into the wetland areas; and (3) evaluate
34 the hydrology of the watershed in greater detail; and

35
36 WHEREAS, This work is a vital part of the project design process.

37
38 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

39
40 Section 1. The Homer City Council hereby amends the FY 2022 Capital Budget by
41 appropriating \$140,000 from the HART Road Fund to pay for the following work
42

	<u>Fund</u>	<u>Description</u>	<u>Amount</u>
43			
44	160	Appraisals of 4 properties	\$ 80,000
45	160	Technical Field Work for 4 properties	<u>\$ 60,000</u>
46		Total	\$140,000
47			

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

50
51 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ____th day of _____, 2022.

52
53 CITY OF HOMER

54
55
56
57 _____
58 KEN CASTNER, MAYOR

59 ATTEST:

60
61
62 _____
63 MELISSA JACOBSEN, MMC, CITY CLERK

64
65 YES:

66 NOES:

67 ABSTAIN:

68 ABSENT:

69
70
71 First Reading:
72 Public Reading:
73 Second Reading:
74 Effective Date:



Memorandum 22-019

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 land owners, 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 land owner 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	<u>\$60,000</u>
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

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:

<u>Fund No.</u>	<u>Description</u>	<u>Amount</u>
100	General Fund Fund Balance	\$4,000,000

Transfer to:

<u>Fund No.</u>	<u>Description</u>	<u>Amount</u>
150	Land Reserves	\$1,000,000
152	General Fund Fleet CARMA	\$1,500,000
156	General Fund CARMA	\$1,500,000



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue
Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

Memorandum 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. The 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.



City of Homer

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(f) 907-235-3148

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

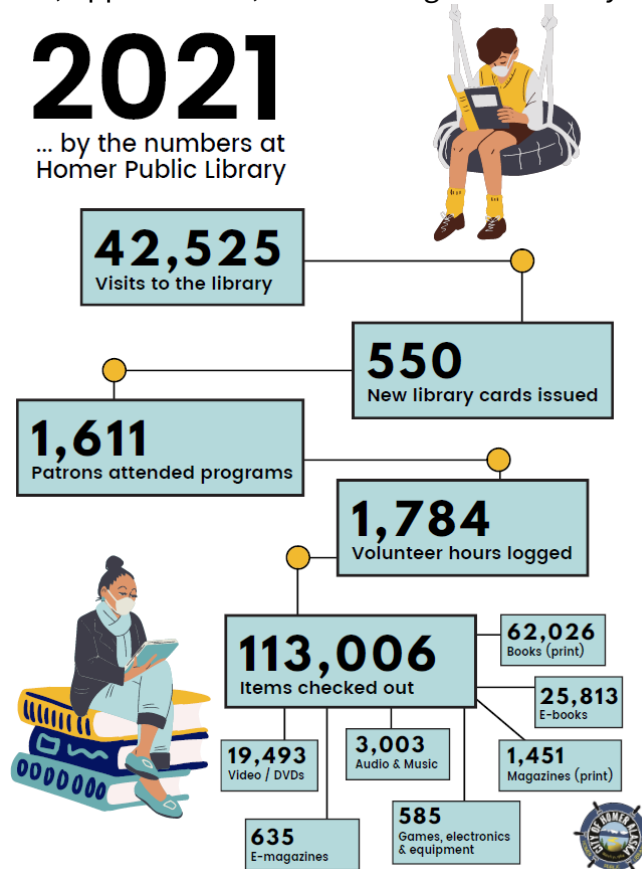
Auditors from BDO have been working with Finance Department staff remotely and in person. There is still a significant amount of work for our contracted auditors to complete, however, the time focused on Homer across the last two weeks is a big step towards closing the books for FY21. Additionally, when 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

Homer Public Library 2021 Annual Report



Artist Megan Frost exhibited her work in the fireplace lounge for the last three months of the year.

- Jan. 1: Start of FY 2021, a six-month fiscal year. The building remains closed to the public but patrons can access curbside pickup, outdoor wi-fi and all digital resources. The balance in the Library Endowment Fund stands at \$31,880.28.
- Jan. 26: The Library Advisory Board (LAB) holds a joint worksession with the Friends of Homer Library (FHL) to discuss coordinating fundraising between the two groups.
- February-May: Library staff run a Kids' Book Club.
- Feb. 1: The library building opens by appointment. Library

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.

staff begin inserting Radio-Frequency ID (RFID) tags into all 50,000 items in the library's physical collection, with help from a great many volunteers.

- Feb. 2: The LAB reviews the fines and fees schedule but recommends no changes.
- Feb. 2-23: Artist Skywalker Payne leads a series of storytelling workshops for Black History Month.
- Feb. 3: Author Nadia Salomon reads her book *Heart of a Whale* for World Read Aloud Day.
- Feb. 16: The Homer Seed Library sets up shop at the library's front entrance.
- Feb. 22: Resolution 21-018 supports FHL's application for planning assistance from the National Park Service through the Rivers, Trails and Conservation Assistance (RTCA) program.
- Feb. 25: The Library Director assumes oversight of the City IT division.
- Mar. 2: The LAB debates a draft version of a Donation Acceptance and Management Policy.
- Mar. 9: Staff and Friends install a new microphone/speaker system in the fireplace lounge.
- Mar. 16: The LAB holds a joint worksession with FHL to finalize the Donation Acceptance and Management Policy.
- Mar. 29: The library building opens without appointments, on limited hours.
- Apr. 1: The library begins

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.



Claudia Haines at the library's grand opening, Sept. 16, 2006.

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® 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

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.



RTCA personnel and City staff toured the western lot on June 21.

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

staff as a Library Technician I.

- 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. 12 and 19, July 6 and 13: Kids make windsocks in collaboration with Homer Council on the Arts.
- 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.

online, but we still managed a significant roster of authors and activities.

Representatives from the RTCA toured the western lot and began the conceptual design work of upgrading the trail.

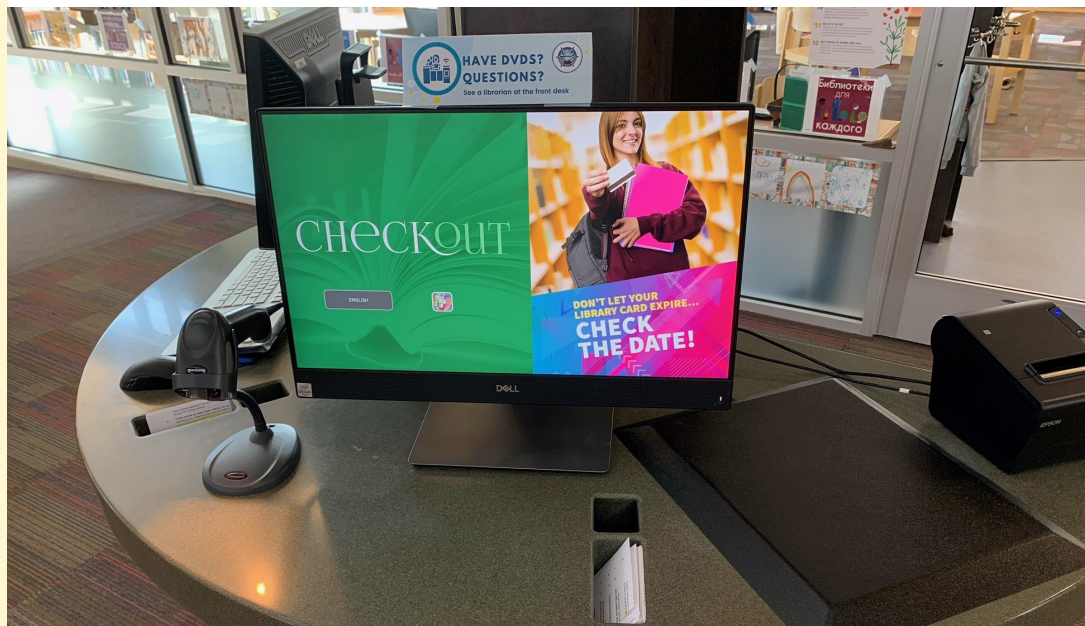


The library's new fiber-optic cable went live on July 22.

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.



Self-checkout machines started up on August 3.

- 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.



Molly of Denali visited the library on August 9.

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.

- Aug. 15: *Salmon Boy* by Johnny Marks closes out the StoryWalk® season.
- Aug. 15-20: A free COVID clinic outside the library administers roughly 1,000 tests.
- Aug. 25: Brighter LED bulbs replace the fluorescent lights in the library parking lot.
- Sept. 7: The LAB forwards the draft Donor Recognition Policy to FHL for comment.
- Sept. 9: Author Elena Passarello discusses her process in collaboration with 49 Writers.
- Sept. 18: Tech Help resumes, offering free computer advice to the public every other Saturday.
- Sept. 21-22: Representatives of the RTCA program visit Homer and conduct visioning sessions at the library.
- Sept. 24-25: The Friends of the Library Book and Plant Sale, the first full-size sale since the beginning of the pandemic.
- Oct. 1: Savanna Bradley leaves the library after working as a temporary Library Aide throughout the summer. The library begins offering vinyl LPs for checkout, with a record player in one of the study rooms.
- Oct. 1-Dec. 31: Artist Megan Frost displays her work in the fireplace lounge as part of the Art in the Library program.
- Oct. 7: The LAB votes to approve the Donor Recognition Policy. Jimmy Riordan visits the library with his traveling Art Workshop.
- Oct. 8: Author Jesse Wegman



The Friends of the Library Book and Plant Sale delighted customers Sept. 24-25.

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.

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. 14: Author Nadia Saloman reads and discusses her book, *Goodnight Ganessa*.
- 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.
- Nov. 1-Dec. 23: The library displays *Illustrating Alaska: Artists Making Children's Books*, an exhibit created by ExhibitAK and the Alaska State Museum.
- Nov. 12: Author Doug Dodd discusses his book, *Hero Unaware*.
- Nov. 17: Author Seth Kantner discusses his book, *A Thousand Trails Home*.
- 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



The meeting of the bookmobiles, Oct. 7.

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.

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.



Illustrating Alaska displayed the works of Alaskan artists Nov. 1-Dec. 23.

Museum and Library Services, funding upgrades to the wi-fi system, hotspots for checkout, little libraries in city parks and purchases of materials. Lunch with a Councilmember resumes.

- Dec. 16: Radio Storytime resumes.
- Dec. 20: In partnership with Community Recreation, the library begins offering sports equipment for checkout.
- Dec. 20-22: Heraldry workshop for kids.
- 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.



Many wonderful patrons contributed to the Giving Tree during December.

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 from the front desk.

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 wall above the study rooms sustained damage.

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

550
New library cards issued

1,611
Patrons attended programs

1,784
Volunteer hours logged

113,006
Items checked out

62,026
Books (print)

25,813
E-books

19,493
Video / DVDs

3,003
Audio & Music

1,451
Magazines (print)

635
E-magazines
109

585
Games, electronics
& equipment





RECEIVED
JAN 18 2022



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,

A handwritten signature in blue ink that reads "Marie McCarty". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Marie McCarty
Executive Director

41 WHEREAS, One property owner in the area of the district requested their parcel be
42 included after review of the proposed assessment boundary Public Works determined the
43 property is substantially removed from the proposed boundary; and
44

45 **WHEREAS, The Public Works Department has recommended that the Benefitted**
46 **Area method of assessment be used as the most equitable method because it would**
47 **account for the benefit to City-owned Bishop’s Beach Park, one of the City’s most popular**
48 **parks; and**
49

50 **WHEREAS, Homer City Code 17.01.010 allows the use of the Benefitted Area**
51 **method of computation, where approved by the City Council; and**
52

53 **WHEREAS, Homer City Code further allows the City Council to include, as part of**
54 **the method of computation, only the first 200 feet of those lots, which are at least 50**
55 **percent larger than the average lots in the Special Assessment Districts; and**
56

57 **WHEREAS, The Public Works Department asked to postpone action on the**
58 **proposed water and sewer districts so it could do preliminary engineering to refine the**
59 **design and construction strategies to validate costs and reduce environmental impact;**
60 **and**
61

62 **WHEREAS, At their October 25, 2021 regular meeting City Council postponed action**
63 **on Resolution 21-057(S) to allow for notice to property owners of the change to the**
64 **benefitted methodology and an opportunity to object; and**
65

66 **WHEREAS, Notices were sent by the City Clerk’s office on November 16 and**
67 **November 24, 2021 and _____ objections were received; and**
68

69 WHEREAS, Council finds the petition bears sufficient support and that the water and
70 sewer improvements are necessary and to the benefit of the properties included in Attachment
71 “A”; and
72

73 WHEREAS, The properties will be assessed using the benefitted area methodology.
74

75 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska
76 acknowledges the sufficiency of the Bunnell Avenue/Charles Way Improvement Special
77 Assessment Districts and approves the improvement plans, estimated cost of improvements,
78 and **benefitted area** assessment methodologies, as applied to the first 200 feet of any lots at
79 least 50% larger than the average lot.
80

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

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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: **\$385,615**

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

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

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

AMENDED PRELIMINARY ASSESSMENT ROLL (Attachment A Clean Copy)

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

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



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

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.