



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

City of Homer Agenda

City Council Regular Meeting

Monday, February 14, 2022 at 6:00 PM

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

<https://cityofhomer.zoom.us/j/205093973?pwd=UmhJWEZ3ZVdvbDkxZ3NtbldlNINXQT09>

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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 Regular Meeting Minutes for January 24, 2022. City Clerk. Recommend adoption.
- b. Memorandum 22-022 from Mayor re: Student Representative Appointment to the Economic Development Advisory Commission. Recommend approval.
- c. Memorandum 22-023 from Deputy City Clerk re: Liquor License Renewal for Homer Brewing Company, Inc. Recommend approval.
- d. Ordinance 22-10, An Ordinance of the City Council of Homer, Alaska Allocating payment of the City's Assessments for the Seawall Improvement Special Assessment District equally between the Homer Accelerated Roads and Trails (HART) Road Fund, the Water Capital Asset Repair and Maintenance Allowance Fund and the Sewer Capital Asset Repair and Maintenance Fund (CARMA). City Manager/Public Works Director. Recommended dates Introduction February 14, 2022. Public Hearing and Second Reading February 28, 2022.

Memorandum 22-024 from Public Works Director as backup

- e. Ordinance 22-12, An Ordinance of the City Council of Homer, Alaska, Amending The FY22 Capital Budget by Appropriating \$22,004.80 from the Fire Department Donation Account for the Purchase of Workout Equipment for the Fire Department Membership. City Manager/Fire Chief. Recommended dates Introduction February 14, 2022, Public Hearing and Second Reading February 28, 2022.

Memorandum 22-026 from Fire Chief as backup.

- f. Resolution 22-012, A Resolution of the City Council of Homer, Alaska, In Support of State of Alaska Department of Transportation Appropriation to Supply a Local Match of \$750,000 for the US Army Corps of Engineers General Investigation Study for the Homer Port Expansion in the FY 2023 State Capital Budget. City Manager/Port Director. Recommend adoption.

Memorandum 22-027 from Port Director/Harbormaster as backup.

- g. Resolution 22-013, A Resolution of the City Council of Homer, Alaska, Endorsing the Cybersecurity Framework Created by The National Institute of Standards and Technology, and Supporting the City Manager's Efforts to Put the Recommended Practices Into Effect. City Manager/IT. Recommend adoption.

Memorandum 22-028 from Library Director as backup.

VISITORS

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

- a. Committee of the Whole Report
- b. Mayor's Report
- c. Borough Report
- d. Planning Commission
- e. Economic Development Advisory Commission
- f. Port & Harbor Advisory Commission
- g. Americans with Disabilities Act Compliance Committee

PUBLIC HEARING(S)

- a. 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. Introduction January 24, 2022 Public Hearing and Second Reading February 14, 2022.

Memorandum 22-018 from Public Works Director as backup.

- [b.](#) 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. Introduction January 24, 2022 Public Hearing and Second Reading February 14, 2022

Memorandum 22-019 from Public Works Director as backup.

- [c.](#) 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. Introduction January 24, 2022 Public Hearing and Second Reading February 14, 2022.

Memorandum 22-020 from City Manager as backup.

ORDINANCE(S)

- [a.](#) Ordinance 22-11, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Title 17 Public Assessments Under Chapter 17.01 General Provisions and Chapter 17.02 Special Assessment Districts. City Clerk. introduction February 14, 2022 Public Hearing and Second Reading February 28, 2022.

Memorandum 22-025 from City Clerk as backup.

CITY MANAGER'S REPORT

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

PENDING BUSINESS

NEW BUSINESS

- [a.](#) Memorandum 22-029 from Mayor re: Appointment of a Liaison to the Homer Chamber of Commerce

RESOLUTIONS

- [a.](#) Resolution 22-011, A Resolution of the City Council of Homer, Alaska Awarding a Contract to Seabold Consulting, LLC of Homer, Alaska in the Amount of \$25,000, to Update the City of Homer Design Criteria Manual, Standard Construction Specifications, Standard Construction Details, and Reconcile Updates in Homer City Code and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director.

Memorandum 22-018 from Public Works Director as backup.

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 28, 2022 at 6:00 p.m., Worksession at 4:00 p.m. and 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 22-03 a Regular Meeting of the Homer City Council was called to order on January 24, 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
FINANCE DIRECTOR WALTON
PUBLIC WORKS DIRECTOR KEISER
CITY ATTORNEY GATTI

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

Mayor Castner read changes and supplemental items to the packet- **VISITORS** All Things Addiction presentation slides **PUBLIC HEARING** correcting item d. to read 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 with Memorandum 22-022 from Public Works Director as backup. **CITY MANAGER'S REPORT** Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award.

ADERHOLD/LORD MOVED TO APPROVE THE AGENDA

There were no comments.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

MAYORAL PROCLAMATIONS AND RECOGNITIONS

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

Chris Logan, non-resident, commented in support of Resolution 21-057(S-2) and options of moving forward with the Charles Way/Bunnell Avenue Special Assessment District.

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.

City Clerk Jacobsen read the consent agenda with recommendations.

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

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

VISITORS

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

Jaclyn Rainwater, ATA Facilitator, introduced herself. She's the new facilitator as of October 2021. She reported on the Community Conversation held November 9, 2021 to collect community input to be used to create a strategic planning session. Strategic Planning Sessions occurred December 7 and 8, 2021. Data was collected to interpret the needs of the community and four workgroups were created in response to the data regarding;

1. Creating a recovery ready community
2. Lived experience, peer support & volunteers
3. Navigating the systems
4. Family and youth support.

Ms. Rainwater provided an update on Megan's Place, the Exchange, and the work being done to provide necessary services to the community for Harm Reduction.

- 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)

Lorne Carroll, State of Alaska Public Health Nurse III, shared information regarding COVID-19 cases in the US, Alaska, and the Southern Kenai Peninsula and provided an update on hospitalizations and capacity statewide. He addressed when Alaskans should seek testing, if a person has symptoms, 5 days after being exposed to a positive case, after travel, before indoor gathering where you'll be unmasked, at work or school related screening programs. He also addressed the Federal At-Home Testing Program and how to order test kits.

Derotha Ferraro, South Peninsula Hospital (SPH) Director of Public Relations & Marketing, reviewed SPH weekly COVID-19 statistics and the Delta transition to Omicron, mid-October to mid-January. She reported on the status of the CMS Vaccine Mandate and steps being taken to comply, also on a recent brief outbreak at Long Term Care, and staffing challenges related to COVID-19. She provided information on monoclonal anti-body infusions and oral antiviral medications, COVID Test and Vaccine Clinic hours, and the Homer Homeless Project.

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

- a. Committee of the Whole Report

Councilmember Aderhold reported Council discussed Ordinance 22-07 and updating design standards for roads, drainage, and so forth, and use of term contracts for that work. They also discussed HART related to Ordinances 22-04(S) and 22-05.

- b. Mayor's Report

Mayor Castner commented regarding a presentation organized by the Alaska Municipal League to the House Ways and Means Committee, they have a 10 year plan on how they can meet the fiscal obligations they have with communities. He and Kodiak Mayor Branson will be talking to the committee about some of their local observations.

- c. Borough Report

Kenai Peninsula Borough Assembly Member Lane Chesley reported Harbormaster Hawkins presented to the Assembly on the Homer Port Expansion Project. A supporting Assembly Resolution has been drafted that's directed to the Army Corps of Engineers, and another one is being drafted directed to the State, supporting the request for the State's portion of the money for the General Investigation Study. He shared that he'd like to continue the discussion about the parcels of land near the boat yard off Kachemak Drive. The parcels were going to be included in the land disposal auction but were withheld so other work can be done with the City to address drainage issues in that area. He requested Public Works Director Keiser give her report on those drainage issues to the Assembly.

In response to a question about the Borough putting performance provisions on plat development, Mr. Chesley said he's not aware of anything but will help work on that.

d. Library Advisory Board

Library Advisory Board Chair Kate Finn reported regarding the successful Giving Tree event at the Library and gift certificates purchased through the Homer Bookstore, as a result, 53 book titles were added to the library collection. At their last meeting they heard a report from the Homer Foundation Director on the Library Endowment Fund, discussed their strategic plan, and made a recommendation to the Parks Art Recreation and Culture Advisory Commission on an art donation. She touched on events happening at the library and shared there's an opening for a city resident on the Library Advisory Board.

e. Economic Development Advisory Commission

Economic Development Advisory Commissioner Nicole Arevalo reported at their last meeting they heard a presentation from the Pratt Museum Director on work they're doing to enhance their outdoor space and also an update from the Chamber Director. Their main focus at the meeting was reviewing and making final recommendations on the Wayfinding and Streetscape Plan. There was a diverse set of opinions from the Commission throughout the process and she thinks Council will be pleased with their work. Ms. Arevalo shared there will be a local food system assets mapping workshop tomorrow as part of an effort to develop a 10 year food security plan for Alaska.

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

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

ADERHOLD/LORD MOVED TO ADOPT ORDINANCE 22-01 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

LORD/ADERHOLD MOVED TO AMEND SECTION 3 LINE 45 TO DELETE THE WORDS DRAINAGE EASEMENTS ON.

Councilmember Lord clarified that section 2 speaks to the drainage easement and section 3 addresses the purchase of lots 7 and 8.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Question was raised regarding how the city monitors drainage easements over time. Public Works Director Keiser shared that she's unsure, we haven't had a lot of them. One of the issues is to link up place where we have them and places we don't, and then find a way to monitor them. She'll have better information in a few months after work with the Green Infrastructure System planning.

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

Motion carried.

- 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.

Mayor Castner opened the public hearing.

Heath Smith, city resident, commented in support of the ordinance, it makes perfect sense as it does that we increase the capacity of our businesses to have more parking spaces for their customers.

There were no further comments and the hearing was closed.

ADERHOLD/LORD MOVED TO ADOPT ORDINANCE 22-02 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Councilmember Lord noted the good work done by the Commission as seen in their minutes.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- 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.

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

ADERHOLD/LORD MOVED TO ADOPT ORDINANCE 22-03 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

In response to questions raised about cost and sewer line in this area, Public Works Director Keiser explained the cost of supplies for this project might be less expensive, but as a public project we'd have to pay other types of costs that government projects entail that private projects don't. She confirmed there is a sewer line there and this project will make a connection in the water line. If the development doesn't happen, the City doesn't plan to come back and fill the gap, but would wait for another developer to come in. Ms. Keiser confirmed this isn't a special assessment district, it's a piece of undeveloped property that's being subdivided by a private developer.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

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

Memorandum 22-008 from Public Works Director as backup.

Mayor Castner opened the public hearing.

Public Works Director Keiser shared information she didn't mention earlier, that the City doesn't pay for the equipment until it arrives, which may be a year from now, and a deposit is not required, however funds need to be allocated to place the order.

Heath Smith, city resident, commented in support of purchasing a grader but does not support using HART funds. He encouraged appropriating from the general fund.

There were no further comments and the hearing was closed.

ADERHOLD/LORD MOVED TO ADOPT ORDINANCE 22-04(S) BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

LORD/ADERHOLD MOVED TO AMEND LINES 9 AND 10 BY STRIKING HOMER ACCELERATED ROADS AND TRAILS ROAD FUND AND INSERTING GENERAL FUND UNASSIGNED FUND BALANCE, STRIKE LINES 21 THROUGH 25, AND LINES 33 AND 34 BY STRIKING HOMER ACCELERATED ROADS AND TRAILS ROAD FUND AND INSERTING GENERAL FUND UNASSIGNED FUND BALANCE.

Councilmember Lord noted their discussion about HART at Committee of the Whole and shared that she doesn't agree with using the General Fund Unassigned Fund Balance to cover expenses on a play by play bases, she prefers a better plan through CARMA planning. However, given where we are with our fleet needs and the questions regarding using HART as a policy and from an accounting stand point she thinks this is a clean and justifiable move.

Councilmember Venuti commented in support of the amendment.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Councilmember Erickson asked if there is a CARMA fund set aside for emergency replacements or is it something they need to look at. City Manager Dumouchel explained the changes made

to CARMA accounts in the last budget cycle and how certain things are booked into the regular budget of equipment maintenance. In instances like this, it will need to come to Council.

There was brief discussion about reserve planning and having funds set aside to be able to address the fleet replacement schedule and the need for Council to decide what they feel should be in the reserve accounts to cover both regular replacement needs and emergency situations when they happen.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- 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.

Mayor Castner opened the public hearing.

Heath Smith, city resident, commented in support of the equipment purchase but does not support using HART funds. He encouraged appropriating from the general fund.

There were no further comments and the hearing was closed.

ADERHOLD/LORD MOVED TO ADOPT ORDINANCE 22-05 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

LORD/ADERHOLD MOVED TO AMEND ORDINANCE 22-05 BY REPLACING ON LINE 9 HOMER ACCELERATED ROADS AND TRAILS (HART) WITH GENERAL FUND UNASSIGNED FUND BALANCE, TO STRIKE LINES 34 THROUGH 39, AND REPLACE ON LINE 46 HOMER ACCELERATED ROADS AND TRAILS (HART) WITH GENERAL FUND UNASSIGNED FUND BALANCE.

Mayor Castner confirmed with City Manager Dumouchel that there are adequate General Fund Unassigned Fund Balance funds available.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Councilmember Lord noted further in the agenda there is a memorandum from the City Manager regarding the unassigned fund balance and she feels comfortable with the appropriations in terms of the fiscal note.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- 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.

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

ADERHOLD/LORD MOVED TO ADOPT ORDINANCE 22-06 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

ADERHOLD/LORD MOVED TO SUBSTITUTE ORDINANCE 22-06(S) FOR 22-06.

There was no discussion on the motion to substitute.

VOTE (substitution): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Councilmember Aderhold requested a revisor correction be made on line 19.

VOTE (main motion): NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

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.

ADDERHOLD/LORD MOVED TO INTRODUCE ORDINANCE 22-08 BY READING OF TITLE ONLY.

At the request of Council, Public Works Director Keiser shared these funding requests support the Green Stormwater Infrastructure projects which are four projects that will use existing wetlands, fens, and bogs to soak up water and use existing vegetation to treat the water of contaminants as well as release sediments. The projects will help us manage the volume of storm water and where it goes as well as help mitigate bluff erosion in parts of Kachemak Drive and Baycrest neighborhood. This ordinance will help with small steps to move us forward. The first step to hire an appraiser to ascertain the value of the property. The second is field work to ascertain the depth of the peatlands and bogs to calculate how much water the areas will absorb and design the works that will go with them.

In response to questions Ms. Keiser briefly reviewed the appraisal standards and process and confirmed she would present to the Assembly as requested by Assembly Member Chesley earlier in the meeting.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- 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.

ADDERHOLD/LORD MOVED TO INTRODUCE ORDINANCE 22-09 BY READING OF TITLE ONLY.

Councilmember Lord shared her appreciation and support for this transfer to reserve accounts. She shared her concern of how we utilize a large CARMA fund wisely over time across

the city meet all of the needs, and not allowing it to become a slush fund for the most vocal department or council project.

City Manager Dumouchel responded as an organization the City is becoming more sophisticated in the way we plan and program funds. It's been seen with Public Works and we're trying to move that through other departments. He shared about departmental plans and bring them together with our capital plan and capital budgeting to make it clear where we're going. Emergencies will happen, but we're working to forecast those needs as best we can to have appropriate revenues and balances in CARMA or other accounts.

Mayor Castner commented a well-funded CARMA will always be subject to the appropriations of the Council and having administration come forward with their plans will be more beneficial.

Councilmember Aderhold agrees with Councilmember Lord and ensuring they and future Council's ensure good planning to ensure departmental needs aren't left out.

Councilmember Erickson addressed deferred maintenance and that it's costly getting it caught up to where we need to be. When there hasn't been a good plan in place, we've been living with deferred maintenance. We need to know what the critical things are that have not been taken care of, that need to be.

City Manager Dumouchel highlighted some departmental needs that he'll be bringing forward to Council for consideration and noted efforts made in this budget cycle to address deferred maintenance.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

CITY MANAGER'S REPORT

a. City Manager's Report

City Manager Dumouchel highlighted the City's receipt of the Government Finance Officers Association Distinguished Budget Presentation Award for the FY 22/23 Budget, an update on Stantec's work regarding HERC, and the Library Annual Report.

Councilmember Lord asked for information in response to the public comment at Committee of the Whole regarding where the Planning Commission is with drainage and subdivision.

Councilmember Aderhold asked about the status of the EDA Grant for the HERC. City Manager Dumouchel responded the grant has a rolling application date and we'd like to get it in sooner

than later. Depending on how the design comes out will determine if it meets the criteria for the grant, and it will come down to the uses are in the building and the capacities.

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

Mayor Castner stated there's a motion on the floor to adopt Resolution 21-057(S) by reading of title only that was postponed on December 17, 2021.

Council requested an update from Public Works Director Keiser who explained her most current proposal that will be sent to property owners that incorporates a hybrid methodology that combines benefitted area with equal shares, depending on the property, and that the City's share will increase to offset the additional costs.

ADERHOLD/LORD MOVED TO POSTPONE TO MARCH 14, 2022.

VOTE (postponement): NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

NEW BUSINESS

RESOLUTIONS

COMMENTS OF THE AUDIENCE

Wayne Aderhold, city resident, thanked Council for their work and thanked staff for all their work with sanding, plowing, and trail maintenance. He believes if you make the City a good place to live, it will be a good place to do business. When he hears talk of running a municipality like a business, he cringes because there's a big difference between a for-profit business and a municipality, and in the way a municipal government should run. He thinks we do a good job of it here.

COMMENTS OF THE CITY ATTORNEY

City Attorney Gatti had no comments.

COMMENTS OF THE CITY CLERK

City Clerk Jacobsen announced openings on the Library Advisory Board and ADA Compliance Committee.

COMMENTS OF THE CITY MANAGER

City Manager Dumouchel had no comments.

COMMENTS OF THE MAYOR

Mayor Castner commented the next Port & Harbor Advisory Commission meeting will be Steve Zimmerman's last meeting. He's had a long run on the Commission and he thanked him for his service. He expressed how the Mayor and Council gets a lot of attention, but the commissioner and board members do a lot of work and doesn't want to miss an opportunity to recognize their work. He thanked Council for a good meeting and finding some common ground. He added that in his line of work in construction estimating, inflation is really terrible right now.

COMMENTS OF THE CITY COUNCIL

Councilmember Venuti reminded listeners that the Winter Carnival Parade is coming up on February 12th. She thanked Public Works Director Keiser for listening and planning to present to the Borough as requested, that's a great partnership. She thanked the City Police and State Troopers for their work as first responders, noting friends of hers were in a serious car accident. She encouraged buckling seatbelts, cleaning off headlights, and driving carefully. Next time we meet it will be Valentine's Day, be sure to tell the people around you that you love them.

Councilmember Hansen-Cavasos wished everyone a great evening.

Councilmember Lord thanked Steve Zimmerman for his work on the Port & Harbor Advisory Commission. She appreciated being able to chat with him about some issues over time, and has appreciated his expertise on the Commission.

Councilmember Erickson thanked Steve Zimmerman. The weathers going to turn and get colder so be safe on the roads. It will also be a great week to get outside and get fresh air, stay healthy, and get exercise.

Councilmember Davis noted the cold weather, that it will be getting below freezing, and that the school district has announced a 2 hour delay in the start of school.

Councilmember Aderhold commented regarding a new literary journal based in Homer for Alaskan writers, it's called Volume. Email volumealaska@gmail.com to get information on submitting. She encouraged supporting this new literary journal effort in our community. She

also encouraged anyone interested in joining the ADA Compliance Committee to apply. It's a neat group of people and they're working on making big important changes in the City. Lastly she shared about an interesting Alaska Black Caucus panel discussion with several Anchorage Assembly Members. She noted two things that they spoke about, the importance of constituent input, which they saw tonight, and also the need for civility and finding common ground. She feels this body does a good job with that and she appreciates it.

ADJOURNMENT

There being no further comments to come before the Council Mayor Castner adjourned the meeting at 8:05 p.m. The 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.

Melissa Jacobsen, MMC, City Clerk

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 22-022

TO: HOMER CITY COUNCIL
FROM: MAYOR CASTNER
DATE: FEBRUARY 14, 2022
SUBJECT: STUDENT REPRESENTATIVE APPOINTMENTS TO THE ECONOMIC
DEVELOPMENT ADVISORY COMMISSION

Hazel Pearson is appointed to the Economic Development Advisory Commission as Student Representative. The term expires with graduation from High School.

Recommendation

Confirm the appointment of Hazel Pearson to the Economic Development Advisory Commission as Student Representative.



**CITY OF HOMER
APPLICATION TO SERVE ON ADVISORY BODY
COMMISSION, BOARD, COMMITTEE, TASK FORCE**

**CITY CLERK'S OFFICE
CITY OF HOMER
491 E. PIONEER AVE
HOMER, AK 99603
PH. 907-235-3130
FAX 907-235-3143
clerk@cityofhomer-ak.gov**

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

Name: Hazel Pearson Date: 1/24/2022

Physical Address: [REDACTED] Homer AK 99603

Mailing Address: [REDACTED] Homer AK 99603

Phone #: _____ Cell #: [REDACTED] Work #: _____

Email Address: [REDACTED]

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

Please indicate the advisory body that you are interested in serving on by marking with an X.
You may select more than one.

<input type="checkbox"/> ADVISORY PLANNING COMMISSION 1ST & 3RD WEDNESDAY OF THE MONTH AT 6:30 PM WORKSESSION PRIOR TO EACH MEETING AT 5:30 PM	<input checked="" type="checkbox"/> ECONOMIC DEVELOPMENT ADVISORY COMMISSION 2ND TUESDAY OF THE MONTH AT 6:00 PM
<input type="checkbox"/> PARKS ART RECREATION & CULTURE ADVISORY COMMISSION 3RD THURSDAY OF THE MONTH AT 5:30 PM	<input type="checkbox"/> CANNABIS ADVISORY COMMISSION 4TH THURSDAY OF THE MONTH AT 5:30 PM
<input type="checkbox"/> PORT & HARBOR ADVISORY COMMISSION 3RD WEDNESDAY OF THE MONTH OCT-APRIL AT 5:00 PM MAY - SEPT AT 6:00 PM	<input type="checkbox"/> LIBRARY ADVISORY BOARD 1ST TUESDAY OF THE MONTH AT 5:30 PM
<input type="checkbox"/>	<input type="checkbox"/> OTHER - PLEASE INDICATE _____
<input type="checkbox"/> CITY COUNCIL 2ND & 4TH MONDAY OF THE MONTH SPECIAL MEETINGS & WORKSESSIONS AT 4:00 PM COMMITTEE OF THE WHOLE AT 5:00 PM REGULAR MEETING AT 6:00 PM	

I have been a resident of the city for 15 years. I have been a resident of the area for 15 years.

I am presently employed at Homer High School Student and summer job at Blue Urchin

Please list any special training, education or background you may have which is related to your choice of advisory body.

I am applying for the student position, I am still young and reaching out to make use of
opportunities within my community.

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

I have been in Honor Society, where we worked with the Homer YAC. This was for a year, I am now
once again a member at Homer High.

Why are you interested in serving on the selected advisory body?

I would like to share my perspective as a student, coming from a family owning a local small business
I find it important to be an active member of the community.

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

Kachemak Swim Club, Honor Society

Please answer the following only if you are applying for the Advisory Planning Commission:
Have you ever developed real property other than a personal residence, if so briefly explain:

Please answer if you are applying for the Port & Harbor Advisory Commission:

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

Yes No What is your primary use? Commercial Recreational

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

When you have completed the application please review and return to the City Clerk's Office. You may also email this to clerk@cityofhomer-ak.gov or fax to 907-235-3143. Thank you for applying!



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 22-023

TO: MAYOR CASTNER AND HOMER CITY COUNCIL

FROM: RENEE KRAUSE, MMC, DEPUTY CITY CLERK

DATE: FEBRUARY 14, 2022

SUBJECT: LIQUOR LICENSE RENEWALS FOR HOMER BREWING COMPANY, INC.

The City Clerk's Office has been notified by the AMCO Board of Liquor License Permit Renewals for the following within the City of Homer:

License Type: Brewery

License #: 4136

DBA Name: Homer Brewing Company

Service Location: 1411 Lakeshore Drive
Homer, AK 99603

Licensee: Homer Brewing Company, Inc.

Contact Person: Karen Berger

RECOMMENDATION: Voice non objection and approval for the Liquor License Renewal Applications. Fiscal Note: Revenues.



February 2, 2022

City of Homer

Kenai Peninsula Borough

Email: clerk@cityofhomer-ak.gov; mjacobsen@ci.homer.ak.us; mjenkins@kpb.us; jvanhoose@kpb.us; jshevell.kpb.us; maldridge@kpb.us; ncarver@kpb.us; slopez@kpb.us; jblankenship@kpb.us; cjackinsky@kpb.us; assemblyclerk@kpb.us

Re: Notice of 2022/2023 Liquor License Renewal Application

License Type:	Brewery	License Number:	4136
Licensee:	Homer Brewing Company Inc		
Doing Business As:	Homer Brewing Company		

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

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

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

Glen Klinkhart, Director
amco.localgovernmentonly@alaska.gov

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

XXXX

ISSUED

02/02/2022

ABC BOARD

LIQUOR LICENSE

2022 - 2023

TEMPORARY

4136

LICENSE RENEWAL APPLICATION DUE
DECEMBER 31, 2023 (AS 04.11.270(b))

THIS LICENSE EXPIRES MIDNIGHT
FEBRUARY 28, 2024 UNLESS DATED BELOW

TYPE OF LICENSE: Brewery

LICENSE FEE: \$1,000.00

1080

CITY / BOROUGH: Homer
Kenai Peninsula Borough

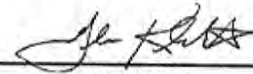
D/B/A: Homer Brewing Company
1411 Lake Shore Drive

Mail Address:
Homer Brewing Company, Inc.
1411 Lake Shore Drive
Homer, AK 99603

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

[] Special restriction - see reverse side

ISSUED BY ORDER OF THE
ALCOHOLIC BEVERAGE CONTROL BOARD



DIRECTOR

04-900 (REV 7/21)

THIS LICENSE MUST BE POSTED IN A VISIBLE PLACE ON THE PREMISES

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

XXXX

ISSUED

02/02/2022

ABC BOARD

LIQUOR LICENSE

2022 - 2023

TEMPORARY

4136

LICENSE RENEWAL APPLICATION DUE
DECEMBER 31, 2023 (AS 04.11.270(b))

THIS LICENSE EXPIRES MIDNIGHT
FEBRUARY 28, 2024 UNLESS DATED BELOW

TYPE OF LICENSE: Brewery

LICENSE FEE: \$1,000.00

CITY / BOROUGH: Homer
Kenai Peninsula Borough

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

[] Special restriction - see reverse side

ISSUED BY ORDER OF THE
ALCOHOLIC BEVERAGE CONTROL BOARD

COPY

DIRECTOR

D/B/A: Homer Brewing Company
1411 Lake Shore Drive

Mailing Address:
Homer Brewing Company, Inc.
1411 Lake Shore Drive
Homer, AK 99603

THIS LICENSE MUST BE POSTED IN A VISIBLE PLACE ON THE PREMISES

04-900 (REV 7/21)



Alaska Alcoholic Beverage Control Board

Form AB-17: 2022/2023 General Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than 12/31/2021 per AS 04.11.270, 3 AAC 304.160, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any complete application for renewal or any fees for renewal that have not been postmarked by 02/28/2022 will be expired per AS 04.11.540, 3 AAC 304.160(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the required fees and all documents required, or the application will be returned without being processed, per AS 04.11.270, 3 AAC 304.105
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

Establishment Contact Information

Licensee (Owner):	Homer Brewing Company, Inc.	License #:	4136
License Type:	Brewery		
Doing Business As:	same Homer Brewing Company		
Premises Address:	1411 Lakeshore Dr.		
Local Governing Body:	Homer, AK	99603	
Community Council:			

If your mailing address has changed, write the NEW address below:

Mailing Address:			
City:	State:	ZIP:	

Section 1 - Licensee Contact Information

Contact Licensee: The individual listed below must be listed in Section 2 or 3 as an Official/Owner/Shareholder of your entity and must be listed on CBPL with the same name and title.

This person will be the designated point of contact regarding this license, unless the Optional contact is completed.

Contact Licensee:	Karen Berger	Contact Phone:	907.235.3626
Contact Email:	homerbrew96@gmail.com		

Optional: If you wish for AMCO staff to communicate with anyone other than the Contact Licensee about your license, list them below:

Name of Contact:	Contact Phone:
Contact Email:	

Name of Contact:	Contact Phone:
Contact Email:	

Name of Contact:	Contact Phone:
Contact Email:	



Form AB-17: 2022/2023 License Renewal Application

Section 2 – Entity or Community Ownership Information

Sole Proprietors should skip this Section.

Use the link from Corporations, Business and Professional Licensing (CBPL) below to assist you in finding the Entity #.

<https://www.commerce.alaska.gov/cbp/main/search/entities>

Alaska CBPL Entity #:	94436
-----------------------	-------

READ BEFORE PROCEEDING: Any new or changes to Shareholders (10% or more), Managers, Corporate Officers, Board of Directors, Partners, Controlling Interest or Ownership of the business license must be reported to the ABC Board within 10 days of the change and must be accompanied by a full set of fingerprints on FBI-approved card stock, AB-08a's, payment of \$48.25 for each new officer with a date-stamped copy of the CBPL change per AS 04.11.045, 50 & 55, or a Notice of Violation will be issued to your establishment and your application will be returned.

The only exception to this is a Corporation who can meet the requirements set forth in AS 04.11.050(c).

DO NOT LIST OFFICERS OR TITLES THAT ARE NOT REQUIRED FOR YOUR ENTITY TYPE.

- **Corporations** of any type including non-profit must list ONLY the following:
 - All shareholders who own 10% or more stock in the corporation
 - Each President, Vice-President, Secretary, and Managing Officer regardless of percentage owned
- **Limited Liability Corporations**, of any type must list ONLY the following:
 - All Members with an ownership interest of 10% or more
 - All Managers (of the LLC, not the DBA) regardless of percentage owned
- **Partnerships** of any type, including Limited Partnerships must list ONLY the following:
 - Each Partner with an interest of 10% or more
 - All General Partners regardless of percentage owned

Important Note: All entries below must match our records, or your application will be returned per AS 04.11.270, 3 AAC 304.105. You must list full legal names, all required titles, phone number, percentage of shares owned (if applicable) and a full mailing address for each official of your entity whose information we require. **If more space is needed: attach additional completed copies of this page. Additional information not on this page will be rejected.**

Name of Official:	Stephen F. McCasland			
Title(s):	President	Phone:	907.235.2936	% Owned: 50%
Mailing Address:	1411 Lake Shore Dr.			
City:	Homer	State:	AK	ZIP: 99603

Name of Official:	Karen E. Berger			
Title(s):	Secretary/Treasurer	Phone:	907.399.8060	% Owned: 50%
Mailing Address:	1411 Lake Shore Dr.			
City:	Homer	State:	AK	ZIP: 99603

Name of Official:				
Title(s):		Phone:		% Owned:
Mailing Address:				
City:		State:		ZIP:

AMCO



Form AB-17: 2022/2023 License Renewal Application

Section 3 – Sole Proprietor Ownership Information

Corporations, LLC's and Partnerships of ALL kinds should skip this section.

READ BEFORE PROCEEDING: Any new or changes to the ownership of the business license must be reported to the ABC Board within 10 days of the change and must be accompanied by a full set of fingerprints on FBI approved cardstock, AB-08a's, payment of \$48.25 for each new owner or officer and a date stamped copy of the CBPL change per AS 04.11.045, or a Notice of Violation will be issued to your establishment and your application will be returned.

Important Note: All entries below must match our records, or your application will be returned per AS 04.11.270, 3 AAC 304.105. You must list full legal names, phone number, and mailing address for each owner or partner whose information we require.

If more space is needed, attach additional copies of this page. Additional owners not listed on this page will be rejected.

This individual is an:	<input type="checkbox"/> Applicant	<input type="checkbox"/> Affiliate	
Name:		Contact Phone:	
Mailing Address:			
City:		State:	
Email:		ZIP:	

This individual is an:	<input type="checkbox"/> Applicant	<input type="checkbox"/> Affiliate	
Name:		Contact Phone:	
Mailing Address:			
City:		State:	
Email:		ZIP:	

Section 4 – License Operation

Check ONE BOX for EACH CALENDAR YEAR that best describes how this liquor license was operated:

- | | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|
| | 2020 | 2021 |
| 1. The license was regularly operated continuously throughout each year. (Year-round) | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. The license was only operated during a specific season each year. (Seasonal)
<i>If your operation dates have changed, list them below:</i>
_____ to _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. The license was only operated to meet the minimum requirement of 240 total hours each calendar year.
<i>A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form.</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both calendar years. <i>A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated.</i> | <input type="checkbox"/> | <input type="checkbox"/> |

If you have not met the minimum number of hours of operation in 2020 and/or 2021, you are not required to pay the fees, however a complete AB-29 is required with Section 2 marked "OTHER" and COVID is listed as the reason.

Section 5 – Violations and Convictions

Have ANY Notices of Violation been issued for this license OR has ANY person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2020 or 2021?

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

If you checked YES, you MUST attach a list of all Notices of Violation and/or Convictions per AS 04.11.270(a)(2)

If you are unsure if you have received any Notices of Violation, contact the office before submitting this form.



Form AB-17: 2022/2023 License Renewal Application

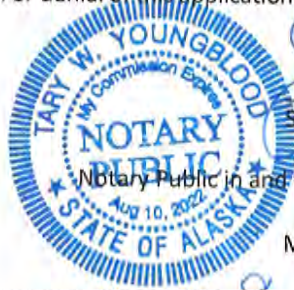
Section 6 - Certifications

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, are true, correct, and complete.

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and potentially expired if I do not comply with statutory or regulatory requirements.
- I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application, and that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.
- I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and accurately listed, and I have provided AMCO with all required changes of Shareholders (10% or more), Managers, Corporate Officers/Board of Directors, Partners, Controlling Interest or Ownership of the business license, and have provided all required documents for any new or changes in officers.
- I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 304.465.
- I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name from what is currently approved and on file with the Alcoholic Beverage Control Board.

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

Karen E. Berger
 Signature of licensee
Karen E. Berger
 Printed name of licensee



[Signature]
 Signature of Notary Public
 Notary Public in and for the State of: Alaska
 My commission expires: 8/10/22

Subscribed and sworn to before me this 9 day of Dec, 2021.

- Restaurant/Eating Place** applications must include a completed AB-33: Restaurant Receipts Affidavit
- Recreational Site** applications must include a completed Recreational Site Statement
- Tourism** applications must include a completed Tourism Statement
- Wholesale** applications must include a completed AB-25: Supplier Certification
- Common Carrier** applications must include a current safety inspection certificate

All renewal and supplemental forms are available online

Any application that is not complete or does not include ALL required completed forms and fees will not be processed and will be returned per AS 04.11.270, 3 AAC 304.105.

FOR OFFICE USE ONLY

License Fee:	\$ 1000	Application Fee:	\$ 300.00	Misc. Fee:	\$
Total Fees Due:					\$ 1300

Department of Commerce, Community, and Economic Development
**CORPORATIONS, BUSINESS & PROFESSIONAL
 LICENSING**

[State of Alaska / Commerce / Corporations, Business, and Professional Licensing / Search & Database Download / Corporations / Entity Details](#)

ENTITY DETAILS

Name(s)

Type	Name
Legal Name	Homer Brewing Company, Inc.

Entity Type: Business Corporation

Entity #: 94436

Status: Good Standing

AK Formed Date: 6/9/2005

Duration/Expiration: Perpetual

Home State: ALASKA

Next Biennial Report Due: 1/2/2023

Entity Mailing Address: 1411 LAKE SHORE DR, HOMER, AK 99603

Entity Physical Address: 1411 LAKE SHORE DR, 1411 LAKE SHORE DR, HOMER, AK 99603

Registered Agent

Agent Name: Karen Elizabeth Berger

Registered Mailing Address: 1411 Lake Shore Dr, Homer, AK 99603

Registered Physical Address: 1411 Lake Shore Dr, Homer, AK 99603

Officials

AK Entity #	Name	Titles	Owned	Show Former (None on file)
	Karen Elizabeth Berger	Director, Secretary, Treasurer, Shareholder	50.00	
	Stephen Forrest McCasland	President, Director, Shareholder	50.00	

Filed Documents

Date Filed	Type	Filing	Certificate
6/09/2005	Creation Filing	Click to View	Click to View
7/18/2005	Initial Report	Click to View	
10/04/2005	Initial Report	Click to View	
10/10/2006	Biennial Report	Click to View	
1/08/2009	Biennial Report	Click to View	
12/30/2010	Biennial Report	Click to View	
12/31/2012	Biennial Report	Click to View	
2/10/2015	Biennial Report	Click to View	
12/19/2016	Biennial Report	Click to View	
12/26/2018	Biennial Report	Click to View	
12/16/2020	Biennial Report	Click to View	

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Department of Commerce, Community, and Economic Development
**DIVISION OF CORPORATIONS, BUSINESS &
PROFESSIONAL LICENSING**

[State of Alaska / Commerce / Corporations, Business, and Professional Licensing / Search & Database Download / Business License / License #738966](#)

LICENSE DETAILS

License #: 738966

[Print Business License](#)

Business Name: HOMER BREWING COMPANY, INC.

Status: Active

Issue Date: 11/15/2006

Expiration Date: 12/31/2022

Mailing Address: 1411 LAKE SHORE DR
HOMER, AK 99603

Physical Address: 1411 LAKE SHORE DR
HOMER, AK 99603

Owners

HOMER BREWING COMPANY, INC

Activities

Line of Business	NAICS	Professional License #
31 - Manufacturing	312120 - BREWERIES	

Endorsements

No Endorsements Found

License Lapse(s)

If this business license lapsed within the last four years the lapsed periods will appear below. Lapsed periods are the unlicensed period between an expiration date and renewal date.

No Lapses on record for the last 4 years.



City of Homer

www.cityofhomer-ak.gov

Police Department

4060 Heath Street
Homer, Alaska 99603

police@cityofhomer-ak.gov

(p) 907-235-3150

(f) 907-235-3151

Memorandum

TO: RENEK KRAUSE, MMC, DEPUTY CITY CLERK

FROM: MARK ROBL, CHIEF OF POLICE

DATE: FEBRUARY 8th, 2022

SUBJECT: LIQUOR LICENSE RENEWAL APPLICATION FOR HOMER BREWING COMPANY

License Type: Brewery

License #: 4136

DBA Name: Homer Brewing Company

Service Location: 1411 Lakeshore Drive
Homer, AK 99603

Licensee: Homer Brewing Company, Inc.

Contact Person: Karen Berger

There is no objection to this Liquor License Renewal.

ORDINANCE REFERENCE SHEET
2022 ORDINANCE
ORDINANCE 22-10

An Ordinance of the City Council of Homer, Alaska Allocating payment of the City's Assessments for the Seawall Improvement Special Assessment District equally between the Homer Accelerated Roads and Trails (HART) Road Fund, the Water Capital Asset Repair and Maintenance Allowance Fund and the Sewer Capital Asset Repair and Maintenance Fund (CARMA).

Sponsor: City Manager/Public Works Director

1. City Council Regular Meeting February 14, 2022 Introduction

Memorandum 22-024 from Public Works Director as backup

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

3 City Manager/
4 Public Works Director

5 **ORDINANCE 21-10**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 ALLOCATING PAYMENT OF THE CITY'S ASSESSMENTS FOR THE
9 SEAWALL IMPROVEMENT SPECIAL ASSESSMENT DISTRICT
10 EQUALLY BETWEEN THE HOMER ACCELERATED ROADS AND
11 TRAILS (HART) ROAD FUND, THE WATER CAPITAL ASSET REPAIR
12 AND MAINTENANCE ALLOWANCE FUND AND THE SEWER
13 CAPITAL ASSET REPAIR AND MAINTENANCE ALLOWANCE FUND
14 (CARMA).

15
16 WHEREAS, The City Council adopted Resolution 21-078 confirming the Assessment Roll
17 for the Seawall Improvement Special Assessment District; and

18
19 WHEREAS, The City is a participating property owner in this District and needs to pay its
20 share of the assessments, which are:

21

22	• KPB 17717706	\$ 44,983.36
23	• KPB 17717707	\$ 58,487.37
24	• 90 LF ROW	<u>\$ 40,485.02</u>
25	Total	\$143,946.75

26

27 WHEREAS, The City's vested interests of the Armor Rock Revetment is in protecting the
28 City's infrastructure that is in Ocean Drive Loop: water line, sewer line and road.

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

31
32 Section 1. The Homer City Council hereby amends the FY 22 Capital Budget by
33 appropriating funds from the following accounts to pay for the City's share, as a property
34 owner, of the assessments in the Seawall Improvement Special Assessment District.

35

36 <u>Account</u>	37 <u>Description</u>	38 <u>Amount</u>
	HART Road Fund	\$ 47,982.25
	Water CARMA	\$ 47,982.25
	Sewer CARMA	<u>\$ 47,982.25</u>
	Total	\$143,946.75

40
41

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

44
45

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

48
49
50

CITY OF HOMER

51
52

KEN CASTNER, MAYOR

53
54

55 ATTEST:

56
57

58 _____
59 MELISSA JACOBSEN, MMC, CITY CLERK

60
61

62 YES:

63 NO:

64 ABSTAIN:

65 ABSENT:

66

67 First Reading:

68 Public Hearing:

69 Second Reading:

70 Effective Date:



Memorandum 22-024

TO: Mayor Castner and Homer City Council

Through: Robert Dumouchel, City Manager

FROM: Janette Keiser, PE, Director of Public Works/Acting City Engineer

DATE: January 27, 2022

Issue: The purpose of this Memorandum is to request appropriations to fund the City’s share of the costs of the Seawall Improvement Special Assessment District.

Background: On November 8, 2021, the City Council adopted Resolution 21-078 confirming the Assessment Roll for the Seawall Improvement Special Assessment District. The City is a participating property owner in this District and needs to pay its share of the assessments.¹

The City’s assessment are:

• KPB 17717706	\$ 44,983.36
• KPB 17717707	\$ 58,487.37
• 90 LF ROW ²	<u>\$ 40,485.02</u>
Total	\$143,946.75

The City’s vested interests of the Armor Rock Revetment is in protecting the City’s infrastructure that is in Ocean Drive Loop: water line, sewer line and road.

Recommendation: We recommend allocating payment of the assessments as follows:

○ HART Road Fund ³	\$ 47,982.25
○ Water CARMA	\$ 47,982.25
○ Sewer CARMA	<u>\$ 47,982.25</u>
Total	\$143,946.75

¹ Ordinance 20-72(A) appropriated \$945,661 from the General Fund to finance the construction of the Armor Rock Revetment. The City’s assessment payments will presumably be channeled to the General Fund.

² This consists of two pieces of ROW – one piece is 30LF and the other is 60 LF.

³ Funds for this expense have been accounted for in the 2022 Road Financial Plan and Public Works CIP for Water/Sewer.

ORDINANCE REFERENCE SHEET
2022 ORDINANCE
ORDINANCE 22-12

An Ordinance of the City Council of Homer, Alaska, Amending the FY22 Capital Budget by Appropriating \$22,004.80 from the Fire Department Donation Account for the Purchase of Workout Equipment for the Fire Department Membership.

Sponsor: City Manager/Fire Chief

1. City Council Regular Meeting February 14, 2022 Introduction

Memorandum 22-026 from Fire Chief as backup

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

3 City Manager/
4 Fire Chief

5 **ORDINANCE 22-12**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
8 AMENDING THE FY22 CAPITAL BUDGET BY APPROPRIATING
9 \$22,004.80 FROM THE FIRE DEPARTMENT DONATION ACCOUNT
10 FOR THE PURCHASE OF WORKOUT EQUIPMENT FOR THE FIRE
11 DEPARTMENT MEMBERSHIP.

12
13 WHEREAS, The physical fitness and health of the fire department membership is a top
14 priority; and

15
16 WHEREAS, Job duties of require lifting, pulling, and carrying of equipment supplies and
17 patients; and

18
19 WHEREAS, The cost of assisting members with gym memberships has increased and
20 does not provide access to staff; and

21
22 WHEREAS, The membership donation account has a current balance of 50,034 and is
23 intended for the use of a project that lasting and meaningful. The health and fitness of
24 volunteers and staff fits intent.

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

27
28 Section 1. The Homer City Council Hereby Amends the FY22 Capital Budget by
29 appropriating \$22,008.40 from the Fire Department Donation Account for the purchase of gym
30 equipment to be used by members of the department.

31
32

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
Fund 802	Fire Department Donation Account	\$22,008.40

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

37
38 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___th day of _____, 2022.

39
40 CITY OF HOMER
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ATTEST:

KEN CASTNER, MAYOR

MELISSA JACOBSEN, MMC, CITY CLERK

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



City of Homer

www.cityofhomer-ak.gov

Volunteer Fire Department

604 East Pioneer Ave
Homer, Alaska 99603

fire@cityofhomer-ak.gov

(p) 907-235-3155

(f) 907-235-3157

Memorandum 22-026

TO: Rob Dumouchel, City Manager
FROM: Mark Kirko, Fire Chief
DATE: 01/19/22
SUBJECT: Purchase of Fire Department Gym Equipment

Homer Volunteer Fire Department (HVFD) is currently working on a Firefighter Health and Wellness project utilizing the former Homer Police Department (HPD) building, turning the upstairs area into a work out facility for volunteers and staff to utilize.

Formerly the Fire Department and the Volunteer Membership Association had a program in which each organization contributed 1/3 the cost of the membership to a gym facility in our community. This worked well but had some administrative allocation to the tracking and accounting of the program. The Volunteer Membership Association has transitioned into a regional group including members of KESA and Western Emergency Services making this program no longer available.

The Fire Department has a Donation account that has been utilized to purchase capital equipment in the past. These include a new ATV for beach rescue and simulation mannequin for EMS trainings. The Fire Department members have volunteered over 40 hours of labor already cleaning, painting and preparing the floors for new carpet and tile. We have a small limited amount of equipment already on site, but are hoping to add a commercial treadmill, stair climber, and some miscellaneous free weights to complete this project.

The health and fitness of our members is one of our top priorities, this facility would create opportunity for members to have access to fitness equipment and allow staff to exercise onsite at the Fire Station keeping them more available for emergency response. Allowing us to allocate this funding towards this purchase meets several needs of our organization and bringing us closer to full compliance of NFPA 1500-11.2, 11.3 Addressing firefighter health and fitness and physical performance requirements.

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

3 City Manager/
4 Port Director

5 **RESOLUTION 22-012**

6
7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, IN
8 SUPPORT OF STATE OF ALASKA DEPARTMENT OF
9 TRANSPORTATION APPROPRIATION TO SUPPLY A LOCAL MATCH
10 OF \$750,000 FOR THE US ARMY CORPS OF ENGINEERS GENERAL
11 INVESTIGATION STUDY FOR THE HOMER PORT EXPANSION IN
12 THE FY 2023 STATE CAPITAL BUDGET.

13
14 WHEREAS, This resolution is to urge the State of Alaska Department of Transportation
15 (AKDOT) to join in partnership with the US Army Corps of Engineers (USACE) and the City for a
16 new start General Investigation study for Homer’s Port Expansion project; and

17
18 WHEREAS, The General Investigation study will cover planning aspects needed to build
19 a large vessel port at the Homer Spit including, but not limited to: breakwater basin design,
20 economic, environmental and geo-physical factors, construction methods and costs; and

21
22 WHEREAS, Over the last 15 years this port has seen a 42 percent increase in large vessel
23 traffic with a current 414-vessel moorage waiting list, causing overcrowding and significant lost
24 revenue for the State as large vessels have to travel down to the lower 48 for space to
25 overwinter and conduct maintenance and repairs; and

26
27 WHEREAS, The Port of Homer serves as a port of refuge and home port for large vessels
28 transiting the Gulf of Alaska, Cook Inlet and Kennedy Entrance and has the potential to
29 accommodate layover, repairs and provisioning needs of large vessels including U.S. Coast
30 Guard ships deployed under the Arctic Security mission with this Port expansion; and

31
32 WHEREAS, The Homer Spit/Homer Port has the second highest amount of commercial
33 fishing vessels in the state, over 50 maritime charter companies, a diverse commercial fleet,
34 and supports infrastructure that is critical to the safety and livelihood of numerous
35 communities and industries throughout South Central and Western Alaska, including the
36 transportation connections of the Sterling Hwy and State ferry Terminal, both AKDOT assists;
37 and

38
39 WHEREAS, The cost of an Army Corps of Engineers General Investigation is capped at \$3
40 million, and by policy must be completed within three years and is the initial step to
41 justification of federal dollars for the construction portion of the Homer port expansion
42 project; and
43

44 WHEREAS, The recently enacted Infrastructure Investment and Jobs Act (“IIJA”)
45 provides supplemental appropriations to the U.S. Army Corps of Engineers (“USACE”) and
46 directed the USACE to develop a work plan within 60 days of enactment; and

47
48 WHEREAS, The City of Homer has requested the USACE for inclusion of the \$1.5 million
49 (50% cost share) in the USACE’s IIJA work plan for a new start General Investigation study to
50 analyze the expansion of the City’s existing port and harbor; and

51
52 WHEREAS, The City has committed \$750,000 in local cost share (25% of the total cost)
53 and has requested \$750,000 from the State of Alaska (25% of the total cost) to complete the
54 General Investigation study; and

55
56 WHEREAS, The City’s port and harbor expansion would meet the marine industry’s
57 growing market demands, address navigational hazards and capture new economic
58 opportunities with a positive impact on the lives and livelihoods of thousands of Alaskans
59 through job creation, economic development, and strengthened national security well into the
60 future.

61
62 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, urges the
63 State of Alaska Department of Transportation to support the Federal USACE and City by
64 allocating \$750,000 from the FY2023 capital budget for the purpose of investing in a new start
65 USACE General Investigation study for the expansion of the existing port and harbor.

66
67 PASSED AND ADOPTED by the Homer City Council this ___ day of _____, 2022.

68
69 CITY OF HOMER
70
71
72 _____
73 KEN CASTNER, MAYOR

74 ATTEST:
75
76 _____
MELISSA JACOBSEN, MMC, CITY CLERK



City of Homer

www.cityofhomer-ak.gov

Port and Harbor

4311 Freight Dock Road

Homer, AK 99603

port@cityofhomer-ak.gov

(p) 907-235-3160

(f) 907-235-3152

Memorandum 22-027

TO: Homer City Council and Mayor Castner
THRU: Rob Dumouchel, City Manager
FROM: Bryan Hawkins, Port Director
DATE: February 9, 2022
SUBJECT: Resolution 22-012 Requesting AKDOT to join as a partner in Homer's prospective Port Expansion General Investigation Study

Staff has a reasonable level of expectation that the US Army Corps of Engineers (USACE) will receive authorization and funding in their 2022-23 budget to begin the Homer Port Expansion general investigation (GI) study. We have been working with the State (AKDOT) administration to invite them to join the team but, as of yet, have not received authorization or funding from the state.

At their January meeting, Kenai Peninsula Borough Assembly passed a resolution in support of USACE's initiation of the Homer Port Expansion GI, and federal allocation of funding for such, and addressed it to the Secretary of the Army. They will introduce a similar resolution to the State in their first meeting in March, addressed to AKDOT Commissioner Anderson and State Legislators.

It's very important to the City that the State take an active role in the GI study for two main reasons.

1. If the State declines to engage as a partner in the study they're in effect saying that they believe this improvement has no benefit to the State. It would make it very difficult for the city to access state funding for construction monies when the project moves into that phase.
2. The City is currently stepping up for half of the local share of \$750,000 for the GI study expense. If the State does not give DOT authorization and funding the burden of financing the entire cost for the local share (1.5 million) would fall on the city.

Recommendation

Adopt Resolution 22-012 addressed to the State of Alaska DOT and direct staff to deliver it to Governor Dunleavy and AKDOT Commissioner Anderson in Juneau.

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

4 City Manager/IT

5 **RESOLUTION 22-013**
6

7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
8 ENDORSING THE CYBERSECURITY FRAMEWORK CREATED BY THE
9 NATIONAL INSTITUTE OF STANDARDS AND TECHNOLOGY, AND
10 SUPPORTING THE CITY MANAGER’S EFFORTS TO PUT THE
11 RECOMMENDED PRACTICES INTO EFFECT.
12

13 WHEREAS, Information technology plays an increasingly fundamental role in society
14 and the functions of government; and
15

16 WHEREAS, Recent events in the public and private sectors have demonstrated the
17 critical importance of securing data, information systems and equipment against theft,
18 disruption or destruction; and
19

20 WHEREAS, The City of Homer has a legal duty to protect its systems in the interest of
21 public welfare; and
22

23 WHEREAS, The National Institute of Standards and Technology has created the
24 *Framework for Improving Critical Infrastructure Cybersecurity*, which offers guidance and
25 instruction on security matters, particularly for municipal entities.
26

27 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska hereby
28 endorses the cybersecurity framework created by the National Institute of Standards and
29 Technology, and endorses the City Manager’s efforts to put the recommended practices into
30 effect.
31

32 PASSED AND ADOPTED by the Homer City Council this _____th day of February, 2022.
33

34 CITY OF HOMER
35
36
37

38 _____
39 KEN CASTNER, MAYOR
40

41 ATTEST:
42

43 _____
44 MELISSA JACOBSEN, MMC, CITY CLERK



Memorandum 22-028

TO: Homer City Council
THROUGH: Robert Dumouchel, City Manager
FROM: David Berry, Library Director
DATE: January 21, 2022
SUBJECT: Cybersecurity for the City of Homer

The frequency and intensity of cyberattacks on government infrastructure has increased immensely in recent years. Attackers motivated by politics, greed or personal interests have held organizations and governments for ransom, stolen data, and inflicted damage on equipment and services.

In 2018, the National Institute for Standards and Technology (NIST) created a set of guidelines for cybersecurity practices. Aimed mainly at municipalities and government entities, the *Framework for Improving Critical Infrastructure Cybersecurity* lists specific actions that organizations can take to make their systems more resistant to disruption and better at recovery after an attack. The recommendations fall into five general categories:

1. **Identify:** Inventory equipment, software, and personnel; understand partnerships with outside entities; recognize risks and mitigate them; train staff and update policies routinely.
2. **Protect:** Control access to systems; communicate roles and responsibilities to all parties; maintain sufficient capacity in staff and technology; compartmentalize systems; back up information regularly; plan for response and recovery.
3. **Detect:** Monitor systems for disruption or intrusion; communicate breaches to appropriate personnel.
4. **Respond:** Follow emergency plans; coordinate with key personnel; identify the impact; contain and mitigate the damage.
5. **Recover:** Update response plans with lessons learned; communicate lessons to relevant parties.

The City of Homer already implements many of the recommendations, but the process could be strengthened and improved.

RECOMMENDATION

Adopt a resolution endorsing the NIST cybersecurity framework and supporting the city manager's efforts to put the recommended practices into effect.

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

2. City Council Regular Meeting February 14, 2022 Public Hearing and Second Reading
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 KEN CASTNER, MAYOR

60
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:



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 22-018

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 22-08

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 22-019 from Public Works Director as backup

2. City Council regular Meeting February 14, 2022 Public Hearing and Second Reading
Memorandum 22-019 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

2. City Council regular Meeting February 14, 2022 Public Hearing and Second Reading
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.

ORDINANCE REFERENCE SHEET
2022 ORDINANCE
ORDINANCE 22-11

An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Title 17 Public Assessments Under Chapter 17.01 General Provisions and Chapter 17.02 Special Assessment Districts.

Sponsor: City Clerk

1. City Council Regular Meeting February 14, 2022 Introduction

Memorandum 22-025 from City Clerk as backup

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

City Clerk

3
4 **ORDINANCE 22-11**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
7 AMENDING HOMER CITY CODE TITLE 17 PUBLIC ASSESSMENTS
8 UNDER CHAPTER 17.01 GENERAL PROVISIONS AND CHAPTER
9 17.02 SPECIAL ASSESSMENT DISTRICTS.

10
11 WHEREAS, Alaska Statutes 29.46 Special Assessments provides for municipalities to
12 prescribe procedures relating to creating special assessment districts, making local
13 improvements, levying and collecting assessments, and financing improvements; and

14
15 WHEREAS, There are currently three methodologies for allocating costs to property
16 owners that have been adopted by ordinance and are defined in HCC 17.01, General Provisions,
17 they are the benefited area method, equal area method, and the front foot method; and

18
19 WHEREAS, Homer City Code provides for the Public Works Director to have discretion
20 on specifying the assessment methodology when developing the improvement plan; and

21
22 WHEREAS, The Public Works Director has determined there are situations where
23 combining assessment methodologies in improvement districts creates a fair distribution of
24 costs; and

25
26 WHEREAS, Adding a “Hybrid” Method that provides for the ability to use a combination
27 of approved methodologies will provide that flexibility for the Public Works Director.

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

30
31 Section 1. Homer City Code Chapter 17.01 General Provisions, Section 17.01.010
32 Definitions is hereby amended as follows:

33
34 17.01.010 Definitions.

35
36 For the purposes of this title, the following words and phrases shall have the meanings set
37 forth below:

38
39 “Benefited area method” means a method of assessment that determines each parcel’s share
40 of the assessment by dividing the total cost of the improvements on which the assessment is
41 based by the total square footage of land benefited by the improvement and then allocating
42 a portion of the cost of the assessment to each parcel based upon the square footage of the

43 land benefited by the improvement. The square footage included in the calculation shall
44 exclude undevelopable land. For a lot 50 percent larger than the average lot in the district,
45 the Public Works Director may determine that benefited area only includes the first 200 feet
46 of the lot so long as Council approves that determination.

47

48 “Cost” means all expenses incurred by the City for an improvement, including, but not limited
49 to, advertising expenses, fees of engineers, architects and surveyors, legal fees, costs of
50 property acquisition, payments to construction contractors, costs of interim and long-term
51 financing of the improvement, including costs of issuing bonds and notes, and City
52 administrative costs.

53

54 “Developable land” means land that, in the discretion of the Public Works Director, can be
55 reasonably developed for uses permitted within the property’s zoning district.

56

57 “District” means a special assessment district created under this chapter unless otherwise
58 specified.

59

60 “Equal area method” means an assessment method allocating costs equally to each lot in a
61 district.

62

63 “Front footage method” means an assessment method allocating costs between lots in a
64 district based on the linear feet fronting the improvement for which the district was created.
65 Under this method, and except as provided in this definition, lots fronting the improvement
66 on more than one side and only accessing the improvement from one side will only be
67 assessed for linear feet on one side. Lots fronting the improvement on more than one side
68 and accessing the improvement from more than one side will be assessed for linear feet on
69 all sides accessing the improvement.

70

71 **“Hybrid method” means an assessment method allocating costs between lots in a**
72 **district using a combination of methods defined in this section.**

73

74 “Improvement” means a capital improvement, including without limitation streets,
75 sidewalks, alleys and bridges; street lighting; drainage and flood control facilities; sanitary
76 sewage collection and treatment facilities; water supply and distribution facilities; natural
77 gas distribution facilities; and parks, playgrounds, public squares and open space.

78

79 “Public Works Director” means the Public Works Director or his or her designee. If the Public
80 Works Director position is not filled or is temporarily empty, the City Manager or his or her
81 designee will serve as the Public Works Director for purposes of this title.

82

83 “Record owner” means the person in whose name real property is listed on the property tax
84 roll prepared by the Kenai Peninsula Borough.

85
86 “Special assessment application fee” means the fee charged for the processing of the special
87 assessment district application. The fee is approved annually by Council in the resolution
88 adopting the City fee schedule.

89
90 “Undevelopable land” means land that cannot be practicably developed due to natural
91 characteristics, which may include, but are not limited to, steep grade, ravines, and wetlands.
92 [Ord. 19-23(S-2)(A) § 5, 2019].

93
94 17.01.020 Purpose.
95 The purpose of this title is to identify the assessments the City may charge for acquiring,
96 installing or constructing capital improvements and utility systems that benefit real property
97 within City boundaries. [Ord. 19-23(S-2)(A) § 5, 2019].

98
99 17.01.030 Assessment authority.
100 The City may assess all or part of the cost of a capital improvement against real property
101 benefited by the improvement, whether the property is privately or governmentally owned,
102 including real property that is exempt from taxation. [Ord. 19-23(S-2)(A) § 5, 2019].

103
104 Section 2. Homer City Code Chapter 17.02 Special Assessment Districts section
105 17.02.040 Initiation of special assessment district is hereby amended as follows:

106
107 17.02.040 Initiation of special assessment district.

- 108
109 a. A special assessment district may be initiated by:
- 110
111 1. A resolution, initiated by a Council member, the City Manager, or through the developer
112 reimbursement application process set forth in this title and approved by a vote of not
113 less than three-fourths of Council; or
 - 114
115 2. A petition signed by 50 percent of the total record owners who receive notice from the
116 City Clerk’s office that they will be assessed a portion of the costs of a single capital
117 improvement.

118
119 b. A benefitted property owner proposing a special assessment district by petition must file a
120 complete special assessment petition application with the City Clerk. Special assessment
121 petition applications are available at the City Clerk’s office.

122
123 Upon receipt of a completed application and special assessment district filing fee, the City
124 Clerk shall within 10 days:

125

126 1. Submit the application to the Public Works Director and Finance Director for review;
127 and

128
129 2. Notify the applicant in writing that the application is either sufficient or insufficient and
130 identify the insufficiencies.

131
132 Upon approval of an application, the Clerk shall then prepare the petition and distribute it by
133 certified mail to all record owners of property in the proposed district no more than 30 days
134 after the petition application is approved. Petition signatures of the record owners of real
135 property in the district to be benefitted must be received by the City Clerk within 60 days after
136 the mailing of the petition.

137
138 c. Upon adoption of a resolution initiating a special assessment district, or the filing of a
139 sufficient petition with the Clerk, the City Clerk shall:

140
141 1. Schedule a meeting of record owners of real property in the proposed district, notify
142 the record owners by mail of the date, time and location of the meeting, and include a
143 copy of the notice in the City's regular meeting advertisement;

144
145 2. Refer the proposed district to the Public Works Director, who shall prepare an
146 improvement plan for the proposed district, to be provided at the neighborhood meeting.
147 The proposed district improvement plan shall include:

148
149 a. The boundaries of the proposed district;

150
151 b. The design of the proposed improvement;

152
153 c. A cost estimate for the improvement;

154
155 d. The assessment allocation method used to calculate the amount owed by each
156 record owner in the proposed district;

157
158 e. The percentage of the improvement cost to be assessed against properties in the
159 district;

160
161 f. The time period over which assessments will be financed; and

162
163 g. Preliminary assessment roll for the proposed district.

164
165 3. The Public Works Director shall use the equal area method in calculating the
166 assessment amount unless another method **as defined in HCC 17.01.010** is specified in
167 the improvement plan.



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Memorandum 22-025

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: MELISSA JACOBSEN, MMC, CITY CLERK
DATE: FEBRUARY 4, 2022
SUBJECT: ORDINANCE 22-11, HYBRID ASSESSMENT METHODOLOGY

Public Works Director Keiser has proposed a hybrid methodology that uses the benefitted area method for some properties and equal shares method for others in the Charles Way/Bunnell Avenue Water and Sewer Special Assessment District (SAD).

There are currently three methodologies that have been approved by ordinance and are included in Homer City Code 17.01 General Provisions under definitions, they are benefitted area method, equal area method, and front foot method.

Alaska Statutes 29.46 Special Assessments provides for municipalities to prescribe procedures relating to creating special assessment districts, making local improvements, levying and collecting assessments, and financing improvements.

If Council is in support of the Public Works Director having the discretion to propose a hybrid method that uses a combination of methodologies in preparing the SAD improvement plan, then it is necessary to adopt an ordinance to update Homer City Code accordingly.

City Council will still be responsible for adopting a resolution creating a SAD if they find the improvement is necessary and benefits the properties that will be assessed. The resolution will include, among other things, approving the proposed assessment methodology.

Recommendation: Consider Ordinance 22-11 for adoption.



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Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: February 10, 2022
SUBJECT: City Manager's Report for February 14, 2022 Council Meeting

Meeting with Senator Murkowski and Rear Admiral Moore

On January 26th Senator Murkowski and her team came to visit the City of Homer. We also had the privilege of hosting Coast Guard Rear Admiral Moore at the same time. Harbormaster Bryan Hawkins, Special Projects Coordinator Jenny Carroll, and I gave the Senator a brief tour of the harbor with a focus on the proposed site of the large vessel harbor expansion project. Afterwards we convened a meeting at the Harbormaster's Office with the Senator and staff, the Admiral and staff, City representatives that included Mayor Castner, me, Bryan Hawkins, Jenny Carroll, Chief Kirko, Chief Robl, and Public Works Director Jan Keiser. Assistant to the City Manager Christine Drais handled meeting logistics. We had a very productive conversation with the Senator and the Admiral that ranged from utility-related needs to plans for the future of Homer's harbor. My staff will continue to meet and collaborate with both Senator Murkowski's office and Rear Admiral Moore's team on issues relevant to the successful futures of Homer, the State of Alaska, and the Coast Guard's mission in Alaska and the Arctic.



Mid-Biennium Budget Adjustment Preparation

All budget adjustment request forms from the departments have been returned to the Finance Director. The two of us have been reviewing requests. Some divisions are on track with no requests or funding issues, others are seeing significant pressures from inflation, COVID impacts, and other external economic factors. We are still on track to be before Council in the month of March with proposed mid-biennium adjustments.

FY22 Second Quarter Report

As promised in my report for the January 10th Council meeting, we are on a more well-defined track for quarterly finance reports. Attached to this report is the FY22 second quarter report and a memo from the Finance Director with an overview of the data. The next quarterly report should be published in May.

Police Station Debt Service Fund Update

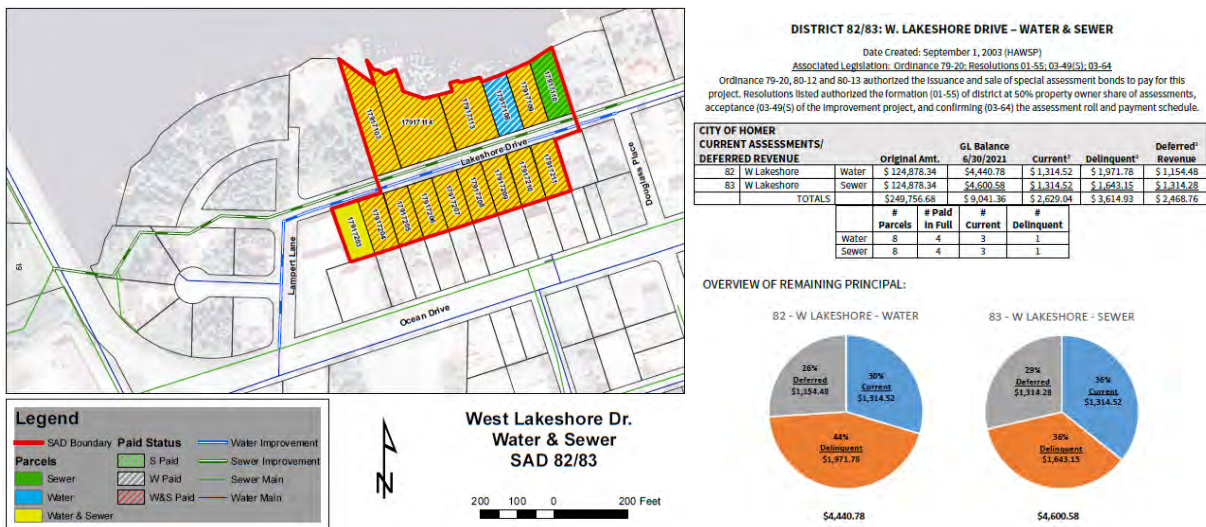
In response to some questions I have received regarding the status of the Police Station debt service fund (Fund 154), I asked the Finance Director to put together a memo providing an overview of the fund to date, and show a rough forecast for the future. We are ahead of schedule on revenue collection. While we are not able to pay the bond off until 2029 per the terms of that agreement, we may be able to revisit that portion of the sales tax much earlier. If revenues remain steady, we could have sufficient funds available at some point during calendar year 2025 to cover the remaining payments for the bond.

Food Trucks and Special Events Code Update

During the month of February, proposed updates to the City’s special events and mobile food service (food truck) codes will be reviewed by the LAB, PARCAC, EDC, and Port & Harbor commissions. I am expecting that we will be bringing ordinances to Council in March for introduction. The updates to these topics have been underway in the background for quite some time. Councilmembers Venuti and Hansen-Cavasos volunteered to help me in this project last year, and staff put a lot of effort into collaborating on improvements that are fair and reasonable for event promoters and food truck owners. We really attempted to streamline the programs to focus on what Homer cares about, and not create unnecessary obstacles that provide minimal value to the City or its residents.

2021 Water & Sewer SAD Report

Christine Drais, Assistant to the City Manager, has worked with Finance and Public Works to compile a report on individual Water and Sewer Special Assessment Districts (SADs). This is the first time this information has been presented in a district-by-district fashion with both maps and financial data. Traditionally, SADs are reported on in the aggregate in the annual audit.



I consider the file attached as a draft. We’re continuing to fine tune the format and address any issues uncovered by completing the analysis of individual SADs. While that is underway, I felt it would be valuable

to share with the Council in its current form. I would like to thank Lynda Gilliland and Jenna deLumeau from Finance for their help with the financial data and Aaron Yeaton from Public Works for his assistance with mapping.

HERC Update: Stantec to Present at Next Meeting

Stantec is working on designs for a potential building on the HERC campus. They are planning to have materials to present to Council on February 28th.

Enclosures:

1. February Employee Anniversaries
2. FY22 Second Quarter Report
3. Police Station Debt Service Fund Memo
4. 2021 Water and Sewer Special Assessment District Report (Draft)
5. Letter of support for the Center for Alaskan Coastal Studies



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Memorandum

TO: Mayor Castner and City Council
FROM: Andrea Browning
DATE: February 14, 2022
SUBJECT: February Employee Anniversaries

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

Dan Miotke	Fire	20	Years
Tim Yarbrough	Fire	20	Years
Daren Hill	Public Works	7	Years
Jenny Carroll	Admin	6	Years
Morgan Tracy	Police	5	Years
Kevin Co	Library	3	Years
Tyler Jeffres	Police	3	Years



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Memorandum

TO: Mayor Castner and Homer City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Elizabeth Walton, Finance Director
DATE: January 2, 2022
SUBJECT: FY2022 2nd Quarter Financials

This memo is broken into two sections. The first section provides some analysis of the second quarter data from the perspective of the Finance Department. The second section provides some background information that may be helpful in interpreting the associated spreadsheet.

General Fund:

Preliminary estimates show the General Fund experiencing just shy of a \$3 million operating surplus after the first half of FY22. This surplus does not account for the administrative fee revenues approved in the FY22/23 operating budget as those will not be transferred until the end of the fiscal year.

Financial Analysis:

- Sales tax revenue was budgeted at \$5.8 million and actual revenue received fiscally to date is \$4.9 million. Remote sales tax revenue was budgeted at \$207,225 and actual revenue received fiscally to date is \$96,678. If current trends continue, we should exceed budget expectations in this category. We still have to record revenue received during the holiday months and the first “half” of the upcoming summer season.
- The investment category shows revenue/losses for long-term investments. There are periods in which we experience losses, but in the end (maturity) the City will likely experience net gains on our investment decisions.
- Most General Fund expenditure categories are keeping pace with being half way through the fiscal year. Looking at historical trends, the collective expenditure is in line with 2020 spending.

Water and Sewer Fund:

Preliminary estimates show the Water and Sewer Fund experiencing just shy of a \$485k operating surplus after the first half of FY22. This surplus does not factor in the budgeted General Fund Admin fees (\$588,359). This expense will be posted in the 4th quarter.

Financial Analysis:

- Utility total revenues are keeping pace with budget expectations and historical trends. Historically, water revenues are down slightly and sewer revenues are above trends. This can be attributed to changes in water and sewer rates over the years.
- Utility expenditures are also keeping pace with being half way through the fiscal year. The collective expenditures are down from the same time interval in 2020, but some of this can be attributed to the difficulty in acquiring items. Overall, most categories are right at or under 50% spend.

Port and Harbor Fund:

Preliminary estimates show the Port and Harbor Fund experiencing roughly a \$1.2 million operating surplus after the first half of FY22. Remember this surplus doesn't factor in the General Fund Admin fees (\$453, 392) and the budgeted transfer to Port Reserves (\$666,889). Both of these expenses will be posted in the 4th quarter.

Financial Analysis:

- Seasonality is a huge factor in the harbor operations and the timing of receiving its revenues. The largest single component of revenue for the harbor is stall revenues and it is collected in the first half of the fiscal year. The Harbor budgeted roughly \$1.538 million in reserved stall revenue and actual revenue received fiscally to date is \$1.556 million. There is a year-end accounting entry to adjust for period reporting, so this value is subject to change.
- Harbor revenues are keeping pace with historical trends and everything is on track towards meeting budget expectations.
- The majority of harbor expenditure categories are keeping pace with being half way through the fiscal year. As with other City funds, the Harbor is also experiencing increased pricing and delayed delivery on items being purchased.

Background Information:

The purpose of these reports is to provide a budget versus actual comparison for City Council and at the same time illustrating the operating revenues and expenditures each fund has experienced within a given time period.

Therefore, it is important to remember that these reports are not all inclusive and do not represent all financial activity of the City. The focus is to report on those revenues and expenditures that present themselves as operating and are included in our budget.

In prior years, operating transfers associated with admin fees have been recorded in the first month of the fiscal year. We are making a fundamental shift in this process to coincide with the timing of our new fiscal year. It is fiscally more responsible to perform these transfers at the end of the fiscal year to account for any unforeseen financial impacts on the funds being charged (Water, Sewer and Port funds). This change will also delay revenue to the General Fund until the end of the fiscal year.

Another update to this report is the inclusion of a historical fiscal analysis. The purpose of this section is to provide City Council and the public comparative data for the same date range. As time goes on, this data will allow for better trend analysis and benchmarking.

General Fund:

Revenue Breakdown:

- Property tax is collected and administered by the Kenai Peninsula Borough and remitted to the City. The majority of these payments are remitted in September, October and November. Taxpayers can either split tax installments in two (first half due on September 15 and second half due on November 15) or can pay taxes in full on October 15.
- Sales tax is collected and administered by the Kenai Peninsula Borough (KPB) and then remitted to the City. KPB remits sales tax revenue to the City on a monthly basis, but there is a two month “lag” in the revenue received. This means that the revenue that is received by the City in one month is not a reflection on sales tax actually earned in that particular month.
- Use of money represents the interest income earned (lost) on investments held.
- Intergovernmental revenues include: Prisoner Care Contract with the State of Alaska for \$440,066; Pioneer Avenue Maintenance Contract with the State of Alaska for \$34,000; Police Special Services Contract with the State of Alaska for \$36,000; and the Borough 911 Contract with the Kenai Peninsula Borough for \$52,800.
- Charges for services include revenues received from the charges the City charges for some services it provides (i.e. application fees, ambulance fees, camping fees).
- Other revenues received for this time period is primarily from ACS for \$75,000 (reference ORD 21-42).
- Airport revenues represent those revenues collected through business at the Homer airport (leases, car rental, concessions, and parking fees).
- Operating transfers represent the admin fees charged to Water, Sewer and Port funds. The budget transfer from HART-Roads and HART-Trails to contribute to road and trail maintenance is also under this category. The \$10,000 transfer is representative of the amount the Utility Fund transfers to the General Fund to contribute to Public Works maintenance costs connected with Utility facilities and equipment.

Water and Sewer Fund:

Revenue Breakdown:

- Revenues received into the water fund include: metered sales, connection fees, investment income, penalties, and hydrant transfer from the General Fund.
- Revenues received into the sewer fund include: metered sales, inspection fees and dump station fees.

Expenditure Highlights:

- General Fund Admin Fees have not been posted for the Utility Fund, as we are waiting until the end of the fiscal year to align with new processes.

- Other transfers include: transfer to health insurance fund (balancing mechanism), transfers to revolving energy fund (water fund) and \$10,000 transfer to General Fund for Public Works maintenance.

Port and Harbor Fund:

Revenue Breakdown:

- Administration revenues include: rents and leases, storage fees, investment income and any surplus revenues.
- Harbor revenues primarily represent stall revenues, but it also includes income received from energy charges, parking revenue and commercial ramp wharfage.
- Pioneer dock revenues include: Coast Guard leases, fuel wharfage, water sales and docking fees.
- Fish dock revenues include: ice sales, cold storage, crane rental, seafood wharfage and fish tax.
- Deep water dock revenues primarily represent docking and water sales at the deep water dock.

Expenditure Highlights:

- General Fund Admin Fees have not been posted for the Port Fund, as we are waiting until the end of the fiscal year to align with new processes.
- Debt Service transfer represents the Lot 42 loan with the General Fund. The Port has budgeted to pay this loan off by the end of FY23.
- Harbor transfers to reserves have not been posted for the Harbor, as we are waiting until the end of the fiscal year to align with new processes.
- Load and Launch Ramp transfers to reserves have been made, as these revenues are expected to exceed expenditures. These revenues in excess are accounted for separately from the larger harbor reserves.

Treasurer's Report:

The treasurer's report illustrates the investment positions of the City of Homer. It details the total amount held in our bank accounts and the timeline of maturity.



City of Homer

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Memorandum

TO: Mayor Castner and Homer City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Elizabeth Walton, Finance Director
DATE: February 10, 2022
SUBJECT: Police Station Debt Service Fund

The purpose of this memorandum is to provide additional context on the police station debt service fund and to provide City Council and the public with an analysis on sales tax collected for payoff of the debt obligation.

History:

Ordinance 18-26 (A)(S)(A) put to the voters a question to bond for up to \$5 million for the construction of the new police station. A special election was held on June 26, 2018 and voters approved the \$5 million bond proposition. The total proceeds from the bond was \$4,814,618. The bond is callable at 10 years, which means 2029 is the earliest prepayments can be made.

Sales Tax Analysis:

Referencing a Memorandum that former City Manager Koester wrote in April 8, 2019:

The Homer City Council wisely chose to apply a 1.2 debt service ratio when projecting the sales tax rate needed to cover bond payments. This means Council wanted to ensure that the City is taking in 20% more than needed in order to make annual payments. If we assume a .5% growth in sales tax revenue, in 10 years we will have approximately \$1.8 million plus interest in an account dedicated to bond payments, which is roughly enough to pay off the remainder of the bond and stop collecting the tax at 10 years. At any time Council could place general fund dollars in the account to further reduce the number of years sales tax is collected (for example, if the project comes in under budget). Predicting when the .3% dedicated sales tax will terminate is difficult. Nevertheless, I believe the Council's approach appropriately manages the potential risk inherent in any borrowing situation.

The dedicated sales tax collected is directly recorded to the police station debt service fund (Fund 154) and is separately accounted for in our financial statements. To date, the City of Homer has collected \$2,046,769 in sales tax dedicated to the police station.

Debt Service Fund:

Once the City began collecting sales tax, the Finance Department established a debt service fund to appropriately record the tax collected and the annual debt payments. The purpose of this fund is to separately account for any revenues (sales tax) and expenditures (bond payment) that are attributed to the police station bond debt. No other activity occurs within this fund.

Here is a detailed snapshot of the activity that has occurred within the police station debt service fund since it was established in 2019. As of 2021, the City has paid down \$882,681 on the debt and as of 6/30/21 we still owe \$3,710,000.

Fund 154 - Police Station DSF							
Reconciliation							
<i>Updated 2/6/22</i>							
	CY 19	CY 20	CY 21	CY 22	CY 23	CY 24	CY 25
	Actual	Actual	Actual	Budget	Budget	Budget	Budget
Beginning Balance	-	616,883	804,705	1,235,521	1,665,271	2,095,771	2,527,521
Revenue							
Sales Tax	664,701	560,752	821,316	820,000	820,000	820,000	820,000
Interest Income	54,113	17,320	-	-	-	-	-
Total Revenue	718,814	578,072	821,316	820,000	820,000	820,000	820,000
Expenditures							
Debt Payment - Principal	-	190,000	200,000	200,000	200,000	200,000	200,000
Debt Payment - Interest	101,931	200,250	190,500	190,250	189,500	188,250	191,375
Total Expenditures	101,931	390,250	390,500	390,250	389,500	388,250	391,375
Change in Net Assets	616,883	187,822	430,816	429,750	430,500	431,750	428,625
Ending Balance	616,883	804,705	1,235,521	1,665,271	2,095,771	2,527,521	2,956,146
Debt Balance			3,710,000	3,500,000	3,280,000	3,050,000	2,805,000

This chart also attempts to project when sufficient sales tax will be collected to pay off the outstanding debt. If the City continues to collect \$820,000 (match 2021 sales tax), there should be sufficient funds to pay off the debt in 2025. However, the City will not be able to actually pay off the debt until 2029 (10 years after issuance).



2021
SPECIAL ASSESSMENT
DISTRICTS
REPORT

DRAFT

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CURRENT ASSESSMENT DISTRICTS - WATER & SEWER

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Revenue Summary Charts: Current Assessment Districts.....	5
Deferred Assessment Districts.....	6

Special Assessment Districts Charts and Maps:

67	Hillside Acres	Water	7
68	Hillside Acres	Sewer	
71	Ocean Drive Loop	Sewer	9
81	Thompson Drive	Sewer	11
82	W. Lakeshore	Water	13
83	W. Lakeshore	Sewer	
84	Forest Glen	Water	15
85	Forest Glen	Sewer	
86	Harrington Heights	Water	17
87	Harrington Heights	Sewer	
89	Mariner Village	Water	19
88	Mariner Village	Sewer	
103	Kachemak Dr.-Phase I	Water	21
101	Kachemak Dr.-Phase I	Sewer	
104	Kachemak Dr.-Phase II	Water	23
105	Kachemak Dr.-Phase II	Sewer	
108	East End Road	Water	25
109	East End Road	Sewer	
123	Ocean Drive Loop-P. Addn.	Sewer	27
126	Fairview Ave Main Ext.	Water	29
155	Paradise Place	Sewer	31
161	Eric Lane	Sewer	33
162	Kachemak Dr.-Phase III	Water	35
163	Kachemak Dr.-Phase III	Sewer	
165	Shellfish/South Slope	Water	37

DRAFT

2021 Water & Sewer Special Assessment Districts Report

Special Assessment Districts (SADs), formerly known as Local Improvement Districts (LIDs), are created for the purpose of acquiring, installing, or constructing a capital improvement, (i.e. water, sewer, roads, and natural gas), that benefits property owners in the district. In a typical water and sewer SAD, 75% of construction costs are borne by property owners and the other 25% is paid by the City. SADs are governed under Homer City Code Chapter 17.02.

This report is the first time Administration has presented (SAD) information in a district-by-district fashion with both maps and financial data. Traditionally, SADs are reported on in aggregate in the annual audit. Administration intends to fine-tune this report and turn it into an annual exercise, so both Council and the public understand how our individual SADs are performing.

To read the following reports, here are some key terms and concepts to understand:

- **Current:** Amount to be paid in current year and is on-time.
- **Delinquent Amount:** Total amount due from prior billing periods.
- **Deferred Revenue:** An accounting term for the amount of future principal (not yet been received) from customers currently connected to services and on a payment plan.
- **True Deferred (SAD):** These occur when water and sewer has been installed in an area that benefits all property owners and it is agreed at the time of SAD formation that certain parcels are not expected to make payment until the land is developed, the property is sold, or upon connection to the water and/or sewer system.
- **Liens:** Assessments are liens. Therefore liens are placed on properties at the time of assessment. Upon sale or transfer of property, payment of the lien is to be paid in full before any other creditors; or if the account is current, the new owner may assume assessment payments.
- **Payment Deferment:** Hardship or senior citizen deferrals are available under Homer City Code 17.02.190 for those who reside on the property and meet income requirements, which are most commonly utilized in natural gas assessment districts.

Original Amount	GL Balance 6/30/2021	Current	Delinquent	Deferred Revenue	True Deferred
Project assessment billed (excludes interest and fees)	Remaining balance due	Total on-time payments due this year	Total late payment amount due from prior years	Future revenue yet to be received from customers on payment plan	Total amount of assessment not yet on payment plan
# Parcels	# Paid in Full	# Current	# Delinquent	# True Deferred	
Original # of parcels in district	# Assessed parcels paid in full	# Parcels with current payment status	# Parcels late on payments	# Parcels not connected to service or on a payment plan	

CITY OF HOMER				GL Balance	2021		Deferred*	Deferred	# Parcels
CURRENT ASSESSMENTS - DEFERRED REVENUE			Original Amt.	6/30/2021	Current	Delinquent	Revenue	Receivables	Def. Rec.
58	Deferred East Hill	Sewer						\$ 25,300.00	7
67	Hillside Acres	Water	\$ 612,610.40	\$ 102,964.81	\$ 13,848.84	\$ 34,755.79	\$ 54,360.18		2
68	Hillside Acres	Sewer	\$ 441,997.95	\$ 78,002.12	\$ 10,856.00	\$ 24,518.32	\$ 42,627.80		2
71	Ocean Dr Loop	Sewer	\$ 691,509.00	\$ 119,725.51	\$ 16,563.85	\$ 33,017.92	\$ 70,143.74		
81	Thompson Drive	Sewer	\$ 68,207.85	0.00	0.00	0.00	0.00		
82	W Lakeshore	Water	\$ 124,878.34	\$ 4,440.78	\$ 1,314.52	\$ 1,971.78	\$ 1,154.48		
83	W Lakeshore	Sewer	\$ 124,878.34	\$ 4,600.58	\$ 1,314.52	\$ 1,971.78	\$ 1,314.28		
84	Forest Glen	Water	\$ 305,688.75	\$ 4,977.45	\$ 343.67	\$ -	\$ 4,633.78	\$ 1,074.02	1
85	Forest Glen	Sewer	\$ 305,688.75	\$ 5,499.42	\$ 343.67	\$ -	\$ 5,155.75	\$ 1,265.47	2
86	Harrington Heights	Water	\$ 180,413.88	\$ 6,134.74	\$ 2,993.85	\$ 392.20	\$ 2,748.69		
87	Harrington Heights	Sewer	\$ 180,413.88	\$ 6,672.38	\$ 3,164.60	\$ 196.10	\$ 3,311.68		
88	Mariner Village	Water	\$ 76,499.94	\$ 4,271.28	\$ 695.46	\$ 296.00	\$ 3,279.82		
89	Mariner Village	Sewer	\$ 132,136.26	\$ 5,335.49	\$ 695.46	\$ 296.00	\$ 4,344.03		
90	Sabrina Drive	Water						\$ 7,500.00	5
91	Sabrina Drive	Sewer						\$ 2,500.00	2
92	Danview	Water						\$ 1,160.00	1
93	Danview	Sewer						\$ 1,160.00	1
94	Deferred Water	Water						\$ 44,726.80	41
95	Deferred Sewer	Sewer						\$ 58,653.05	43
101	Kachemak Drive	Sewer	\$ 132,136.26	\$ 49,024.29	\$ 17,317.80	\$ 58,014.63	\$ 104,938.40	\$ 18,566.79	1
103	Kachemak Drive	Water	\$ 259,935.00	\$ 180,270.83	\$ 7,426.72	\$ 1,856.68	\$ 39,740.89	\$ 17,317.71	1
104	Kachemak Drive - Phase II	Water	\$ 1,913,834.00	\$ 776,147.02	\$ -	\$ 56,888.68	\$ 719,258.34		
105	Kachemak Drive - Phase II	Sewer	\$ 2,046,498.00	\$ 716,781.15	\$ -	\$ 54,214.42	\$ 662,566.73		
108	East End Road	Water	\$ 190,805.22	\$ 24,510.01	\$ 3,180.06	\$ 8,609.17	\$ 12,720.78		
109	East End Road	Sewer	\$ 200,861.04	\$ 26,701.28	\$ 5,021.52	\$ 1,673.84	\$ 20,005.92		
120	Deferred East Hill Rd/Hillside	Water						\$ 253,676.52	49
121	Deferred East Hill Rd/Hillside	Sewer						\$ 10,275.68	4
123	Ocean Dr Loop-Peterson Addition	Sewer	\$ 144,514.47	\$ 17,119.48	\$ 3,186.53		\$ 13,932.95		

126	Fairview Avenue Main Extension	Water	\$ 8,453.81	\$ 66,221.52	\$ 704.48		\$ 65,517.04	\$ 59,176.67	6
155	Paradise Place	Sewer	\$ 10,151.00	\$ 8,120.80	\$ 1,015.10	\$ 1,015.10	\$ 6,090.60		
161	Eric Lane	Sewer	\$ 585,700.00	\$ 97,283.50	\$ -	\$ -	\$ 97,283.50		
162	Kachemak Drive - Phase III	Water	\$ 210,861.00	\$ 130,537.74	\$ -	\$ 5,876.82	\$ 124,660.92		
163	Kachemak Drive - Phase III	Sewer	\$ 362,464.00	\$ 228,718.93	\$ -	\$ 9,450.00	\$ 219,268.93		
165	Shellfish/South Slope	Water	\$ 238,974.00	\$ 39,259.51	\$ 2,258.40		\$ 37,001.11	\$ 45,168.00	27
			\$ 9,550,111.14					\$ 547,520.71	195

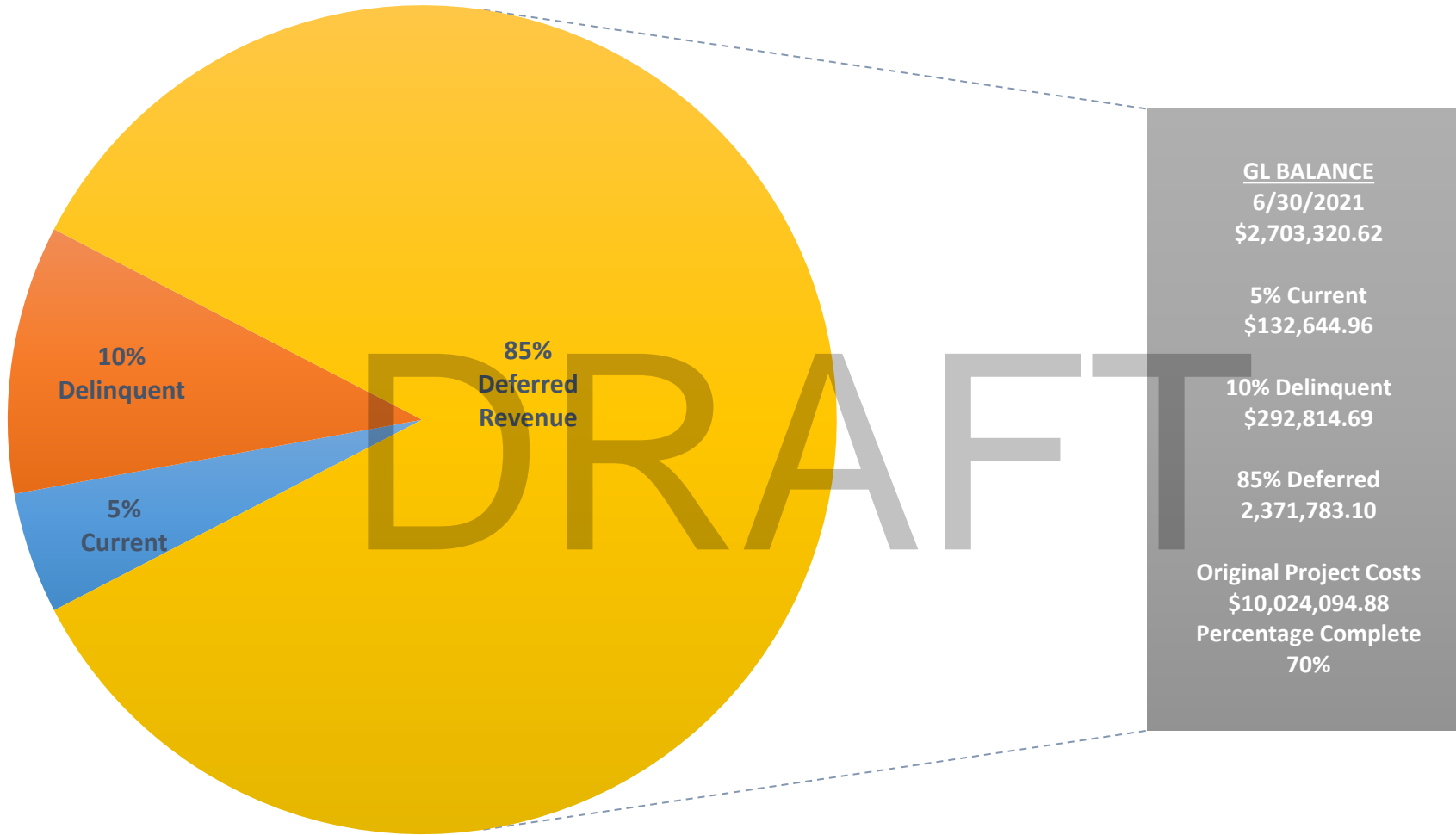
		TOTALS		GL Balance 6/30/2021	Current	Delinquent	Deferred*		
	WATER	\$	1,208,489.15	\$	73,165.91	\$	108,446.58	\$	1,120,798.79
	SEWER	\$	1,494,831.47	\$	59,479.05	\$	184,368.11	\$	1,250,984.31
		\$	2,703,320.62	\$	132,644.96	\$	292,814.69	\$	2,371,783.10

*'Deferred' is an accounting term that means future revenue due from customers on payment plans.

**'True Deferred' are parcels in districts where payment is deferred until development.

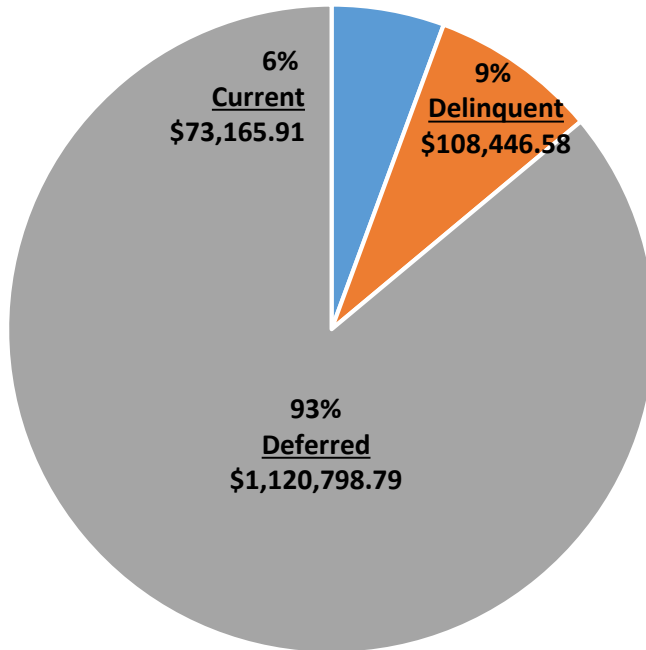
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2021 ASSESSMENTS CURRENTLY BEING BILLED

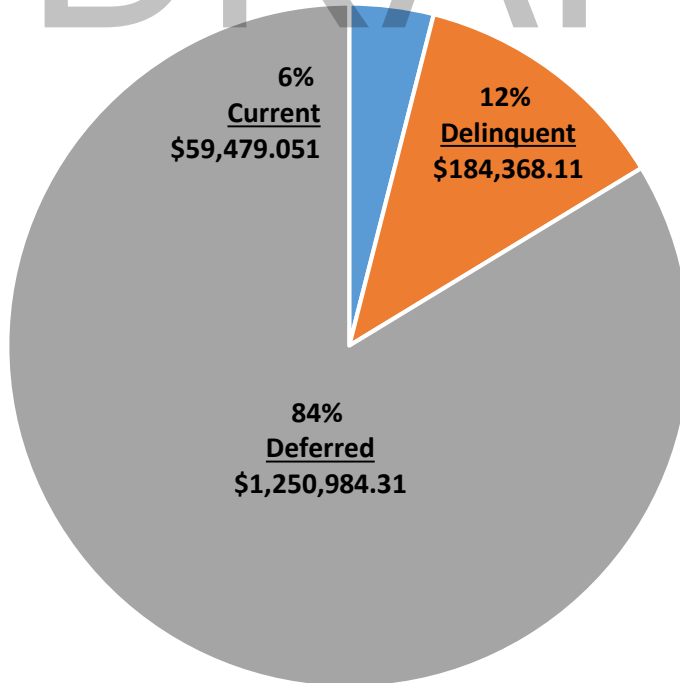


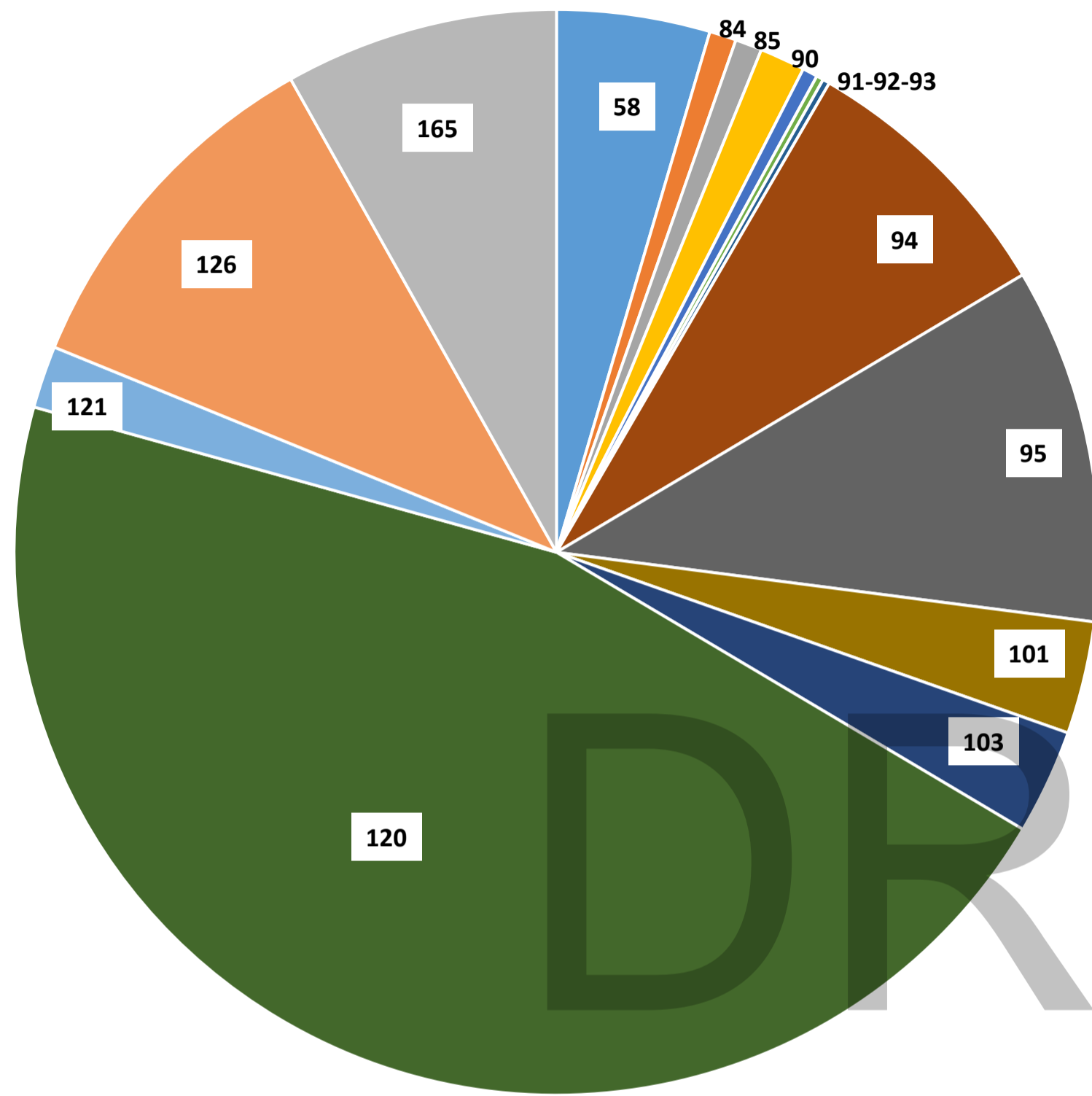
7

GL BALANCE - 6/30/2021 - WATER
\$1,208,489.15



GL BALANCE - 6/30/2021 - SEWER
\$1,494,831.47





TRUE DEFERRED ASSESSMENTS RECEIVABLES

District #	District Name	Deferred Receivables	#Properties	
58	Deferred East Hill - Sewer	\$25,300.00	7	
84	*Forest Glen Drive - Water	\$4,429.68	2	
85	*Forest Glen Drive - Sewer	\$4,429.68	2	
90	Sabrina Drive - Water	\$7,500.00	5	
91	Sabrina Drive - Sewer	\$2,500.00	2	
92	Danview - Water	\$1,160.00	1	
93	Danview - Sewer	\$1,160.00	1	
94	Deferred Water	\$44,726.80	41	
95	Deferred Sewer	\$58,653.05	43	
101	*Kachemak Drive - Sewer	\$18,566.79	1	Moose
103	*Kachemak Drive - Water	\$17,317.71	1	Habitat
120	Deferred East Hill Rd/Hillside - Water	\$253,676.52	49	
121	Deferred East Hill Rd/Hillside - Sewer	\$10,275.68	4	
126	*Fairview Avenue Water Main Extension	\$59,176.67	6	
165	*Shellfish/South Slope - Water	\$45,168.00	18	
TOTAL		\$554,040.58		

*Districts that also have Current Assessments being billed.

Understanding the Data - EXAMPLE

District Number	District Name	Service	Original Amt.	GL Balance 6/30/2021	Current	Delinquent	Deferred Revenue	True Deferred
84	FOREST GLEN	Water	\$ 305,688.75	\$ 4,977.45	\$ 343.37	\$ 0.00	\$ 4,633.78	\$ 4,429.68
85	FOREST GLEN	Sewer	\$ 305,688.75	\$ 5,499.42	\$ 343.37	\$ 0.00	\$ 5,155.75	\$ 4,429.68
TOTALS			\$ 611,377.50	\$ 10,476.87	\$ 686.74	\$ 0.00	\$ 9,789.53	\$ 8,859.36

Service	# Parcels	#Paid in Full	# Current	# Delinquent	# True Deferred
WATER	55	51	2	0	2
SEWER	55	51	2	0	2

Original cost of Assessment billed to customers

GL Balance = Current + Delinquent + Deferred Revenue

Amount due from prior billing periods

Principal amount left to be paid on payment plan

Amount due from parcels not yet connected

Original # parcels on District Assessment Roll

2 parcels are on a payment plan and are in 'Current' payment status

2 parcels are in the True Deferred status (not yet connected)

10

DISTRICT 67/68: HILLSIDE ACRES – WATER & SEWER

Date Created: 1999 (HAWSP)

Associated Legislation: Resolution 99-52; 99-69; 01-50; 02-55(S); 06-65

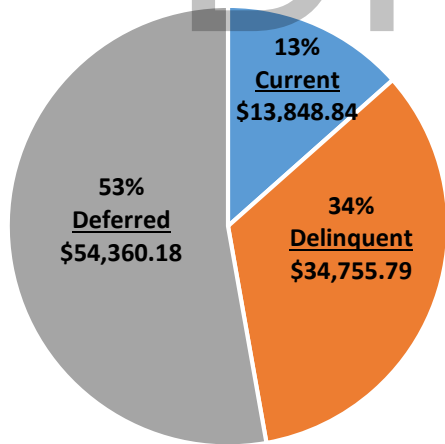
Homer City Council created a local improvement/assessment district pursuant to HC 17.04.030(b) for sewer and one for water for Hillside Acres Option 2 as defined by Public Works, those lots adjacent to and/or fronting West Hill.

CITY OF HOMER							
CURRENT ASSESSMENTS/ DEFERRED REVENUE			Original Amt.	GL Balance 6-30-2021	Current	Delinquent	Deferred Revenue
67	Hillside Acres	Water	\$ 612,610.40	\$ 102,964.81	\$ 13,848.84	\$ 34,755.79	\$ 54,360.18
68	Hillside Acres	Sewer	<u>\$ 441,997.95</u>	<u>\$ 78,002.12</u>	<u>\$ 10,856.00</u>	<u>\$ 24,518.32</u>	<u>\$ 42,627.80</u>
TOTALS			\$1,054,608.30	\$180,966.93	\$ 24,704.84	\$ 59,274.11	\$ 96,987.98

	# Parcels Billed	# Paid In Full	# Current	# Delinquent
Water	41	20	13	8
Sewer	42	19	15	8

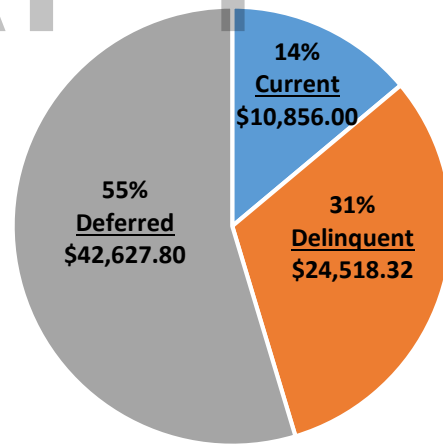
OVERVIEW OF REMAINING PRINCIPAL:

67 - HILLSIDE ACRES - WATER

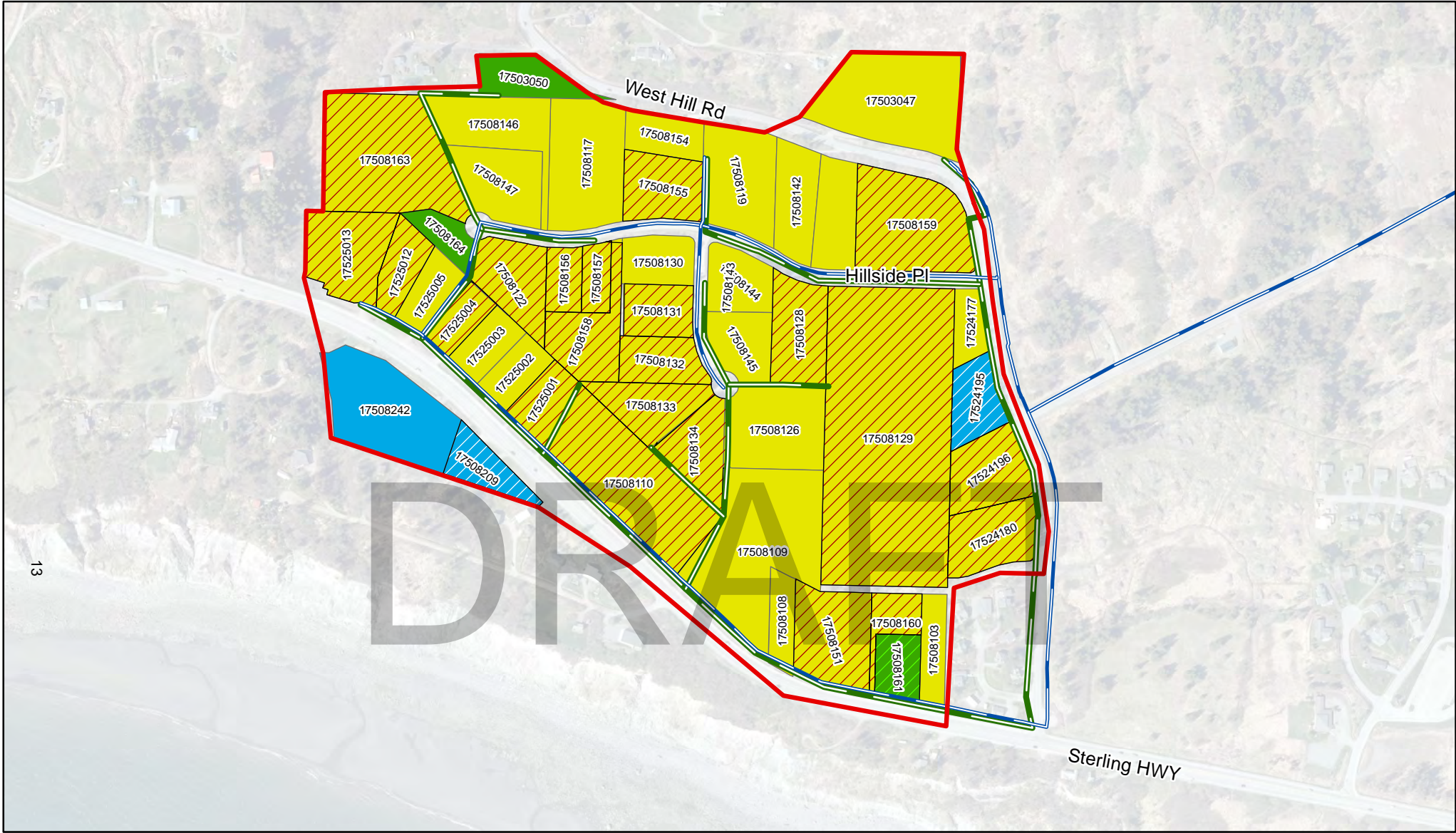


\$102,964.81

68 - HILLSIDE ACRES - SEWER



\$78,002.12



13

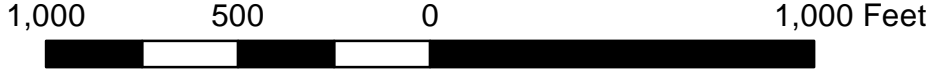
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Legend

SAD Boundary	Paid Status	Water Improvement
Parcels	S Paid	Sewer Improvement
Sewer	W Paid	
Water	W&S Paid	
Water & Sewer		



**HILLSIDE ACRES
WATER & SEWER
SAD 67/68**



DISTRICT 71: OCEAN DRIVE LOOP - SEWER

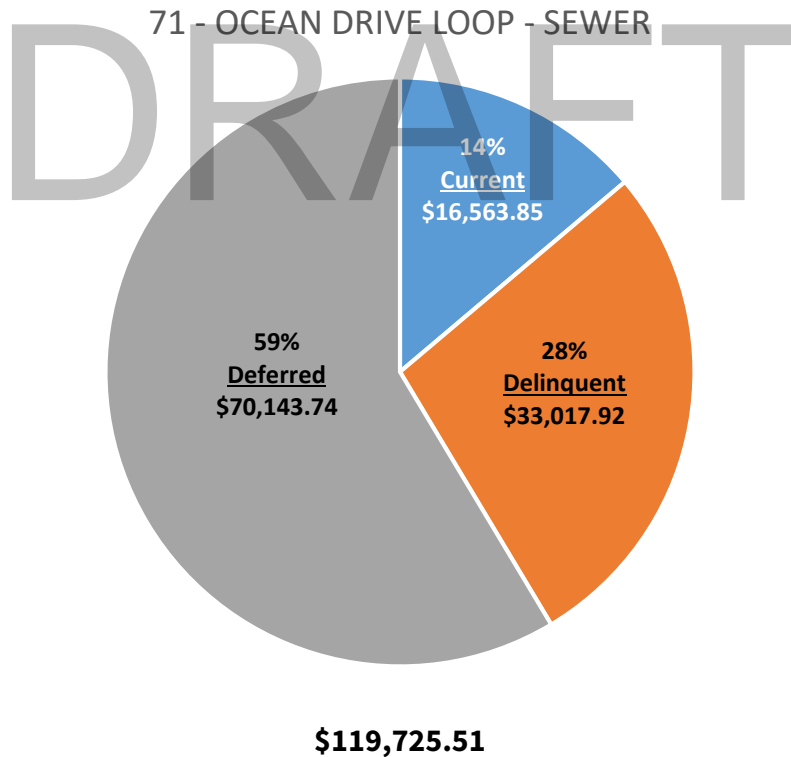
Date Created: September 1, 2004

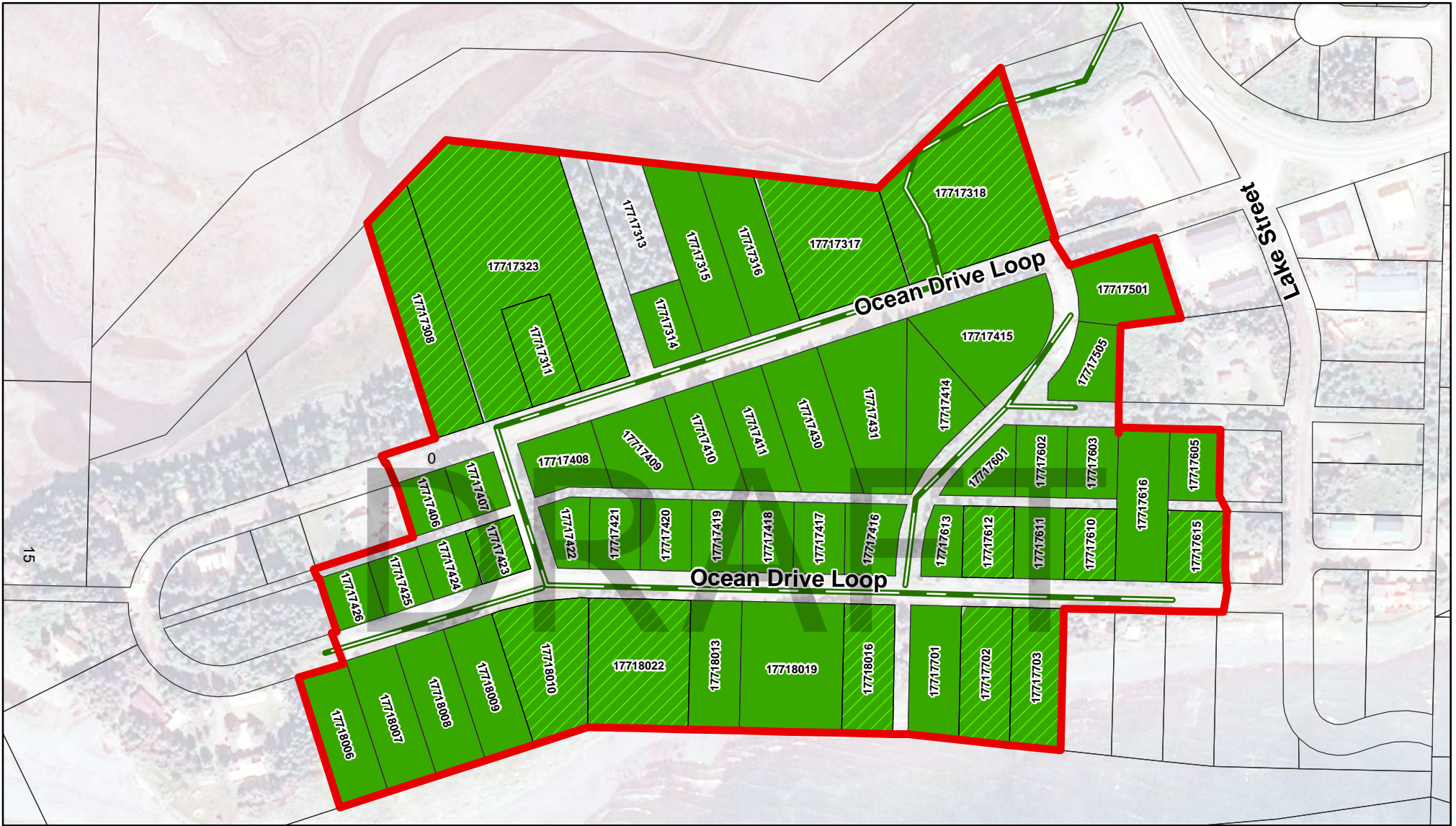
Associated Legislation: Resolutions 01-22; 03-94; 03-67; 03-137(S)(A); 03-143 (S)(A)

Resolution 01-22 was adopted to form the District (aka Ocean Drive Bluff Erosion Control Improvement Project); and completed and accepted by the Public Works Department 03-143(S)(A) for final assessment roll process.





CITY OF HOMER							
CURRENT ASSESSMENTS/ DEFERRED REVENUE			Original Amt.	GL Balance 6/30/2021	Current	Delinquent	Deferred Revenue
71	Ocean Drive Loop	Sewer	\$ 691,509.00	\$119,725.51	\$16,563.85	\$33,017.92	\$70,143.74
TOTALS			\$ 691,509.00	\$119,725.51	\$16,563.85	\$33,017.92	\$70,143.74
			# Parcels	# Paid In Full	# Current	# Delinquent	
Sewer			39	12	17	10	

OVERVIEW OF REMAINING PRINCIPAL:

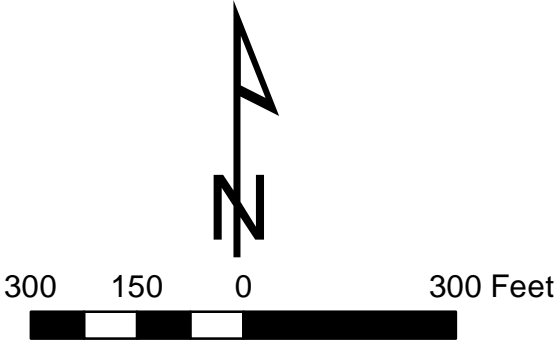




Legend

-  SAD Boundary
-  Sewer Parcel
-  Sewer Paid
-  Sewer Improvement

Ocean Drive Sewer SAD 71



DISTRICT 81: THOMPSON DRIVE - SEWER

Date Created: October 1, 2006 (HAWSP)

Associated Legislation: Resolution 06-65

The Thompson Drive Sewer Assessment/Improvement District was formed and construction authorized via Resolution 02-22 adopted on March 26, 2002.

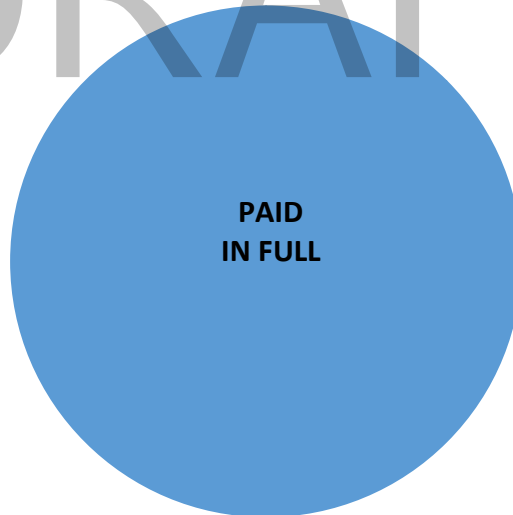
CITY OF HOMER							
CURRENT ASSESSMENTS/ DEFERRED REVENUE			Original Amt.	GL Balance 6/30/2021	Current	Delinquent	Deferred Revenue
81	Thompson Drive	Sewer	\$ 68,207.85	\$ 0.00			
TOTALS			\$ 68,207.85	\$ 0.00			

	# Parcels	# Paid In Full	# Current	# Delinquent
Sewer	8	8	0	0
		ALL PAID		

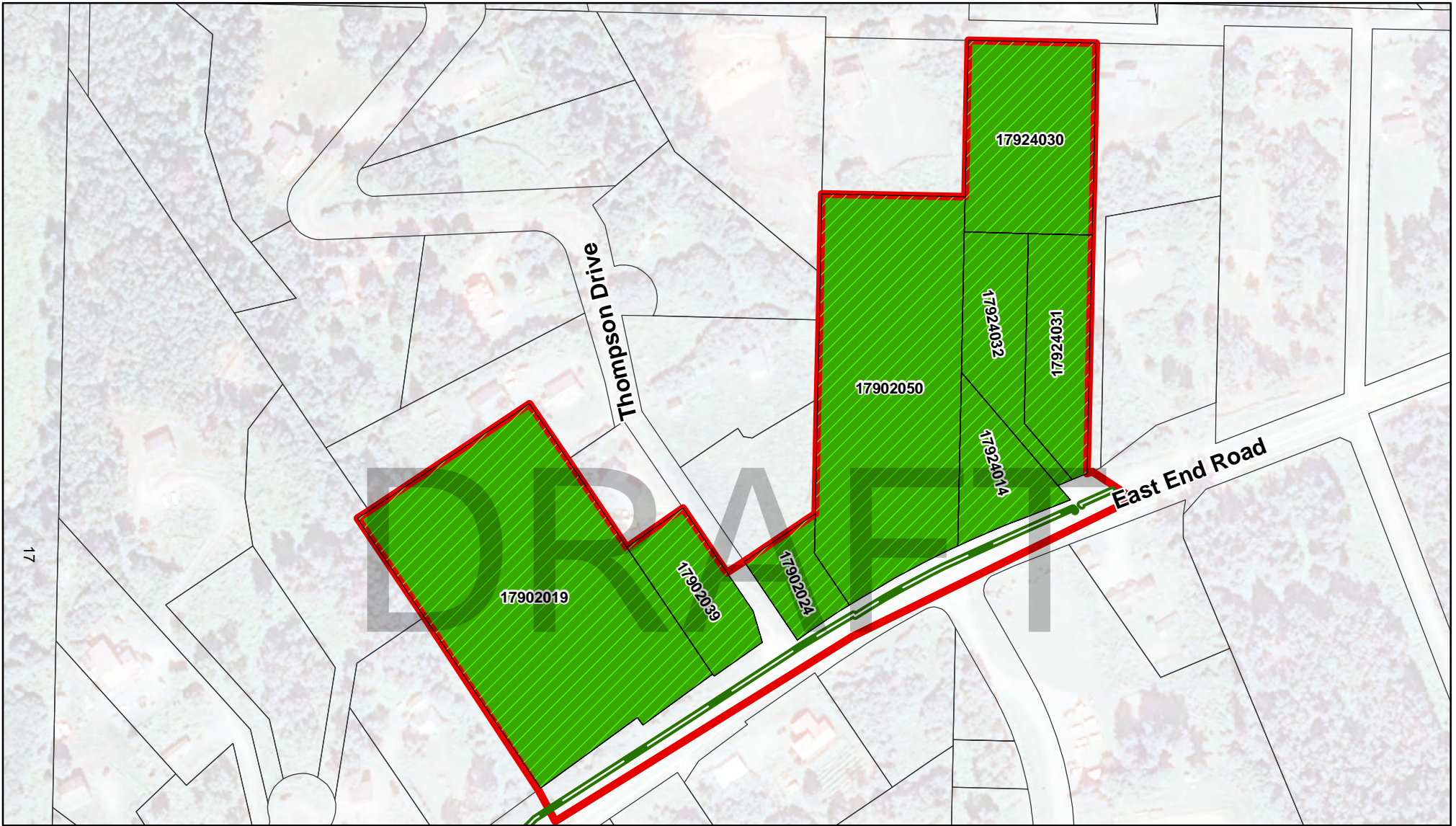
OVERVIEW OF REMAINING PRINCIPAL:

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

81 - THOMPSON DRIVE - SEWER



Date of report 18 Jan 2022/cyd



Legend

-  SAD Boundary
-  Sewer Parcels
-  Sewer Paid
-  Sewer Improvement



94

Thompson Drive Sewer Extension SAD 81



DISTRICT 82/83: W. LAKESHORE DRIVE – WATER & SEWER

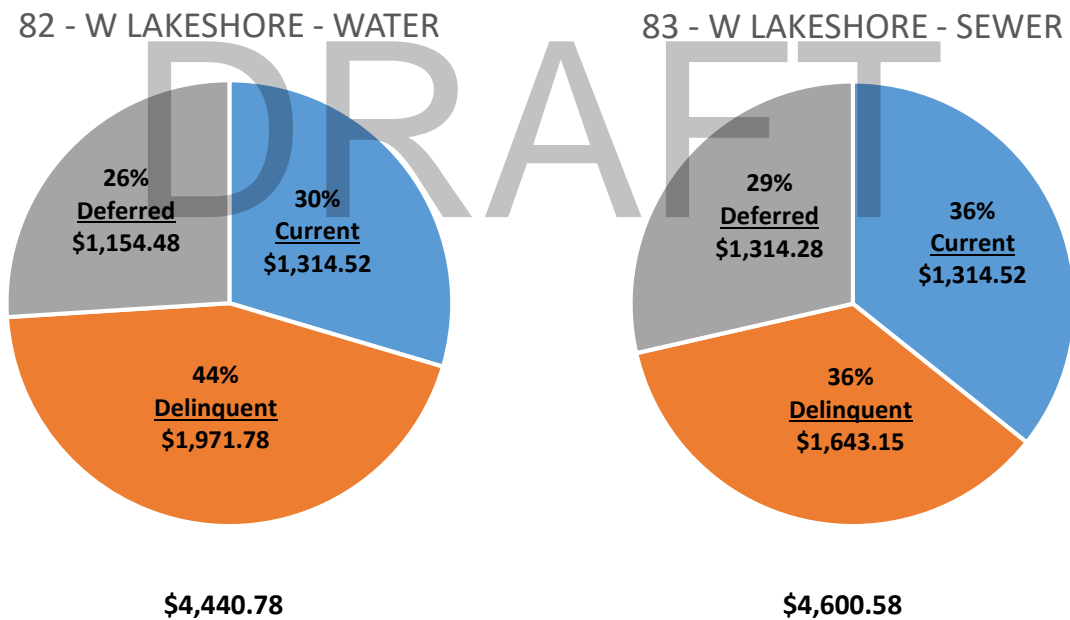
Date Created: September 1, 2003 (HAWSP)

Associated Legislation: Ordinance 79-20; Resolutions 01-55; 03-49(S); 03-64

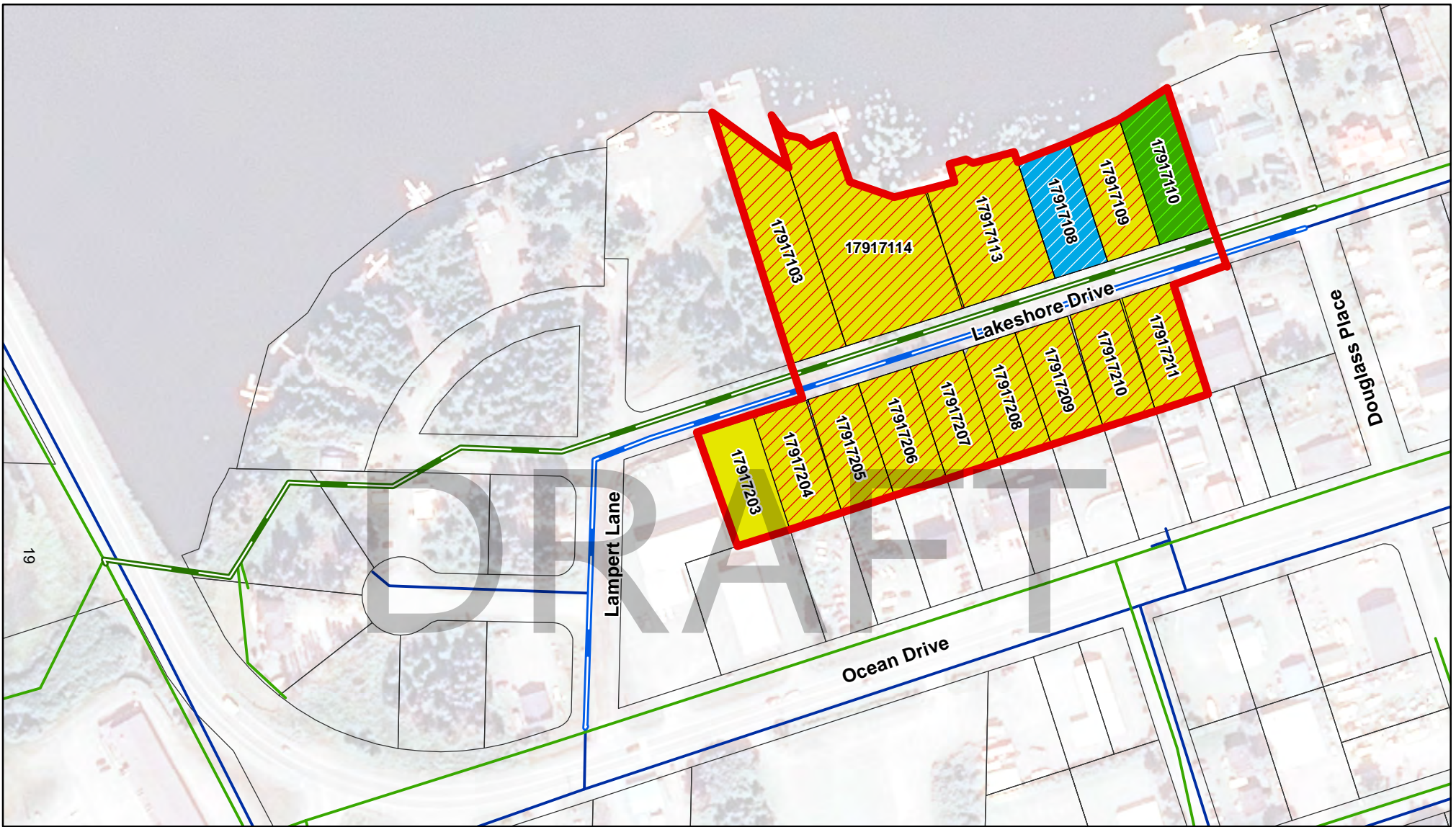
Ordinance 79-20, 80-12 and 80-13 authorized the issuance and sale of special assessment bonds to pay for this project. Resolutions listed authorized the formation (01-55) of district at 50% property owner share of assessments, acceptance (03-49(S) of the improvement project, and confirming (03-64) the assessment roll and payment schedule.

CITY OF HOMER							Deferred¹
CURRENT ASSESSMENTS/ DEFERRED REVENUE			Original Amt.	GL Balance 6/30/2021	Current³	Delinquent²	Revenue
82	W Lakeshore	Water	\$ 124,878.34	\$4,440.78	\$ 1,314.52	\$ 1,971.78	\$ 1,154.48
83	W Lakeshore	Sewer	\$ 124,878.34	<u>\$4,600.58</u>	<u>\$ 1,314.52</u>	<u>\$ 1,643.15</u>	<u>\$ 1,314.28</u>
TOTALS			\$249,756.68	\$ 9,041.36	\$ 2,629.04	\$ 3,614.93	\$ 2,468.76
			# Parcels	# Paid in Full	# Current	# Delinquent	
			Water	8	4	3	1
			Sewer	8	4	3	1












OVERVIEW OF REMAINING PRINCIPAL:



Date of report 18 Jan 2022/cyd



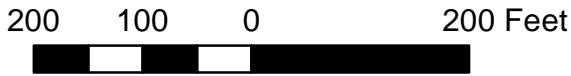
Legend

- | | | |
|--------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|
|  SAD Boundary | Paid Status |  Water Improvement |
| Parcels |  S Paid |  Sewer Improvement |
|  Sewer |  W Paid |  Sewer Main |
|  Water |  W&S Paid |  Water Main |
|  Water & Sewer | | |

96



West Lakeshore Dr. Water & Sewer SAD 82/83



DISTRICT 84/85: FOREST GLEN – WATER & SEWER

Date Created: October 15, 2003 (HAWSP)

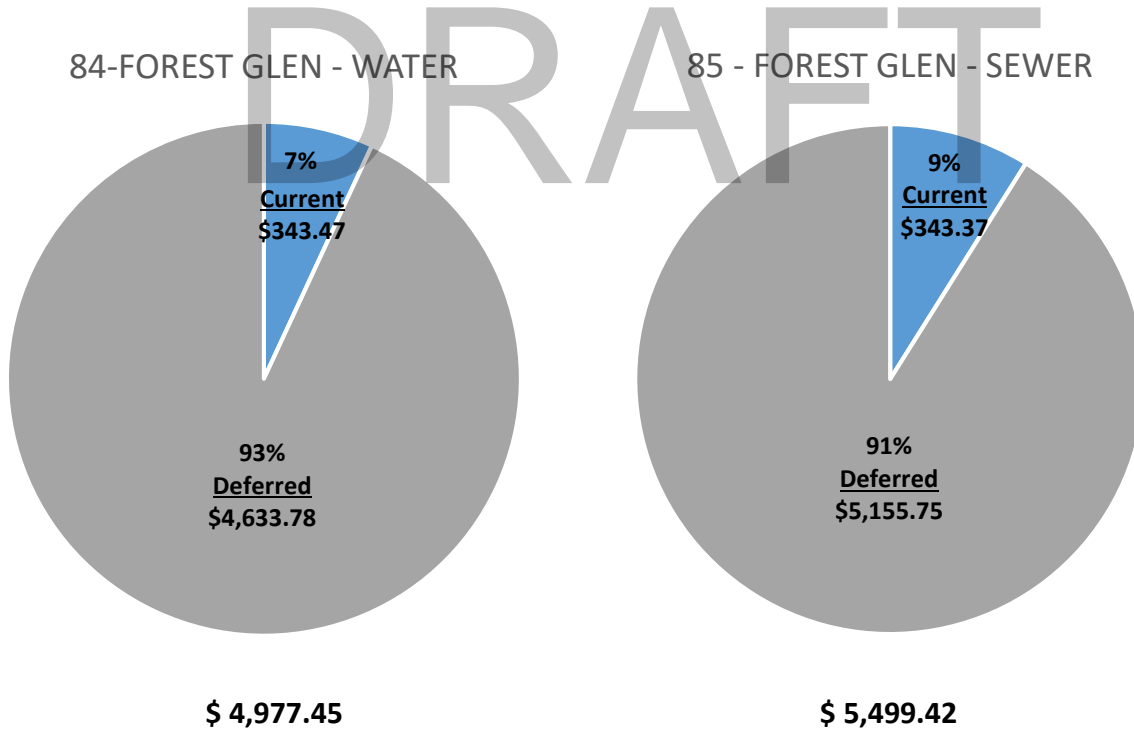
Associated Legislation: Resolutions 97-27, 01-48, 02-38(S), 03-48(S)(A), 03-108(A)

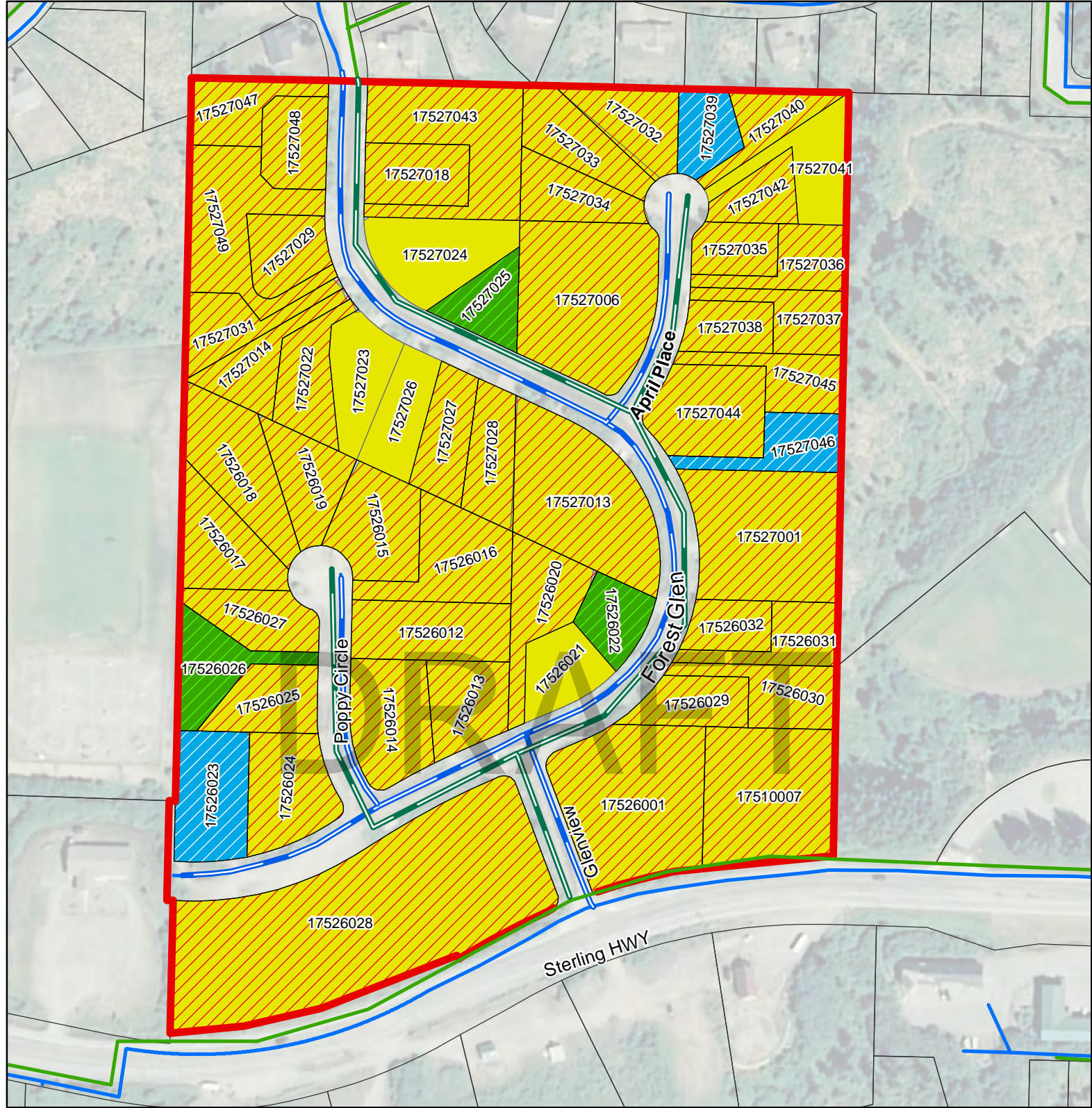
The Forest Glen Water and Sewer Improvement Project Assessment District was created via Resolution 97-27; formed and adopted via Resolution 01-48 with assessment roll and payment process established via Resolution 03-108(A).

CITY OF HOMER CURRENT ASSESSMENTS/ DEFERRED REVENUE			Original Amt.	GL Balance 6/30/2021	Current	Delinquent	Deferred Revenue
84	Forest Glen	Water	\$ 305,688.75	\$ 4,977.45	\$ 343.37	\$ 0.00	\$ 4,633.78
85	Forest Glen	Sewer	<u>\$ 305,688.75</u>	<u>\$ 5,499.42</u>	<u>\$ 343.67</u>	<u>\$ 0.00</u>	<u>\$ 5,155.75</u>
TOTALS			\$611,377.50	\$10,476.87	\$ 686.74	\$ 0.00	\$ 9,789.53

	# Parcels	# Paid In Full	# Current	# Delinquent	# True Deferred
Water	23	19	2	0	2
Sewer	22	18	2	0	2

OVERVIEW OF REMAINING PRINCIPAL:

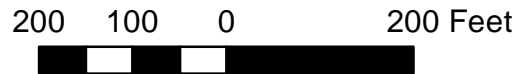




Legend

- SAD Boundary
- Water Improvement
- Parcels**
- Sewer
- Existing Sewer Main
- Water
- Existing Water Main
- Water & Sewer
- Paid Status**
- S Paid
- W Paid
- W&S Paid

FOREST GLEN WATER & SEWER SAD 84/85



DISTRICT 86/87: HARRINGTON HEIGHTS - WATER & SEWER

Date Created: November 2003

Associated Legislation: Resolutions 94-7; 94-44; 96-33; 01-49; 03-83; 03-123 Final Assessment Roll

In compliance with HCC Chapter 17, City Council created the Harrington Heights Water and Sewer Improvement district January 24, 1994, Resolution 01-21 reassessed this district at 50% property owner share with public hearing on May 29, 2001; Resolution 01-49 was adopted August 13, 2001 to form the district; 03-123 Project completed, assessment roll presented November 1, 2003 for payments due with a 20 year payment plan offered.

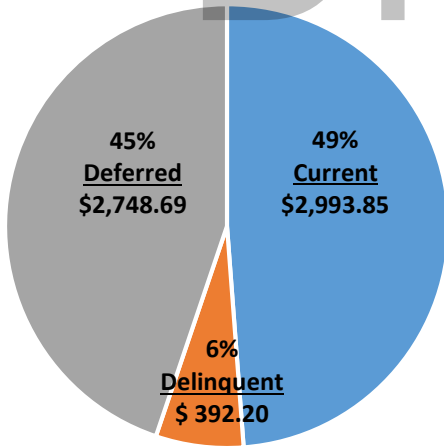
CITY OF HOMER CURRENT ASSESSMENTS/ DEFERRED REVENUE			Original Amt.	GL Balance 6/30/2021	Current	Delinquent	Deferred Revenue
86	Harrington Heights	Water	\$ 180,413.88	\$ 6,134.74	\$ 2,993.85	\$ 392.20	\$ 2,748.69
87	Harrington Heights	Sewer	<u>\$ 180,413.88</u>	<u>\$ 6,672.38</u>	<u>\$ 3,164.60</u>	<u>\$ 196.10</u>	<u>\$ 3,311.68</u>
TOTALS			\$360,827.76	\$12,807.12	\$ 6,158.45	\$ 588.30	\$ 6,060.37

	# Parcels	# Paid In Full	# Current	# Delinquent
Water	27	5	15	7
Sewer	29	6	17	6

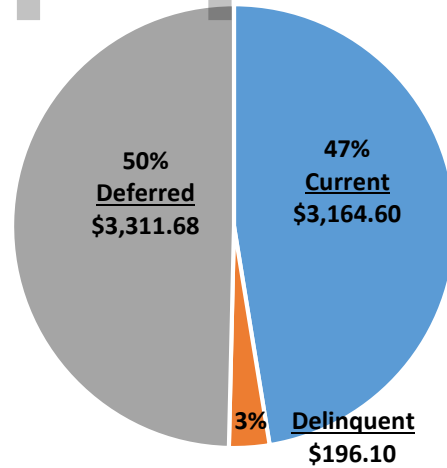
OVERVIEW OF REMAINING PRINCIPAL:

86 - HARRINGTON HEIGHTS - WATER

87 - HARRINGTON HEIGHTS - SEWER

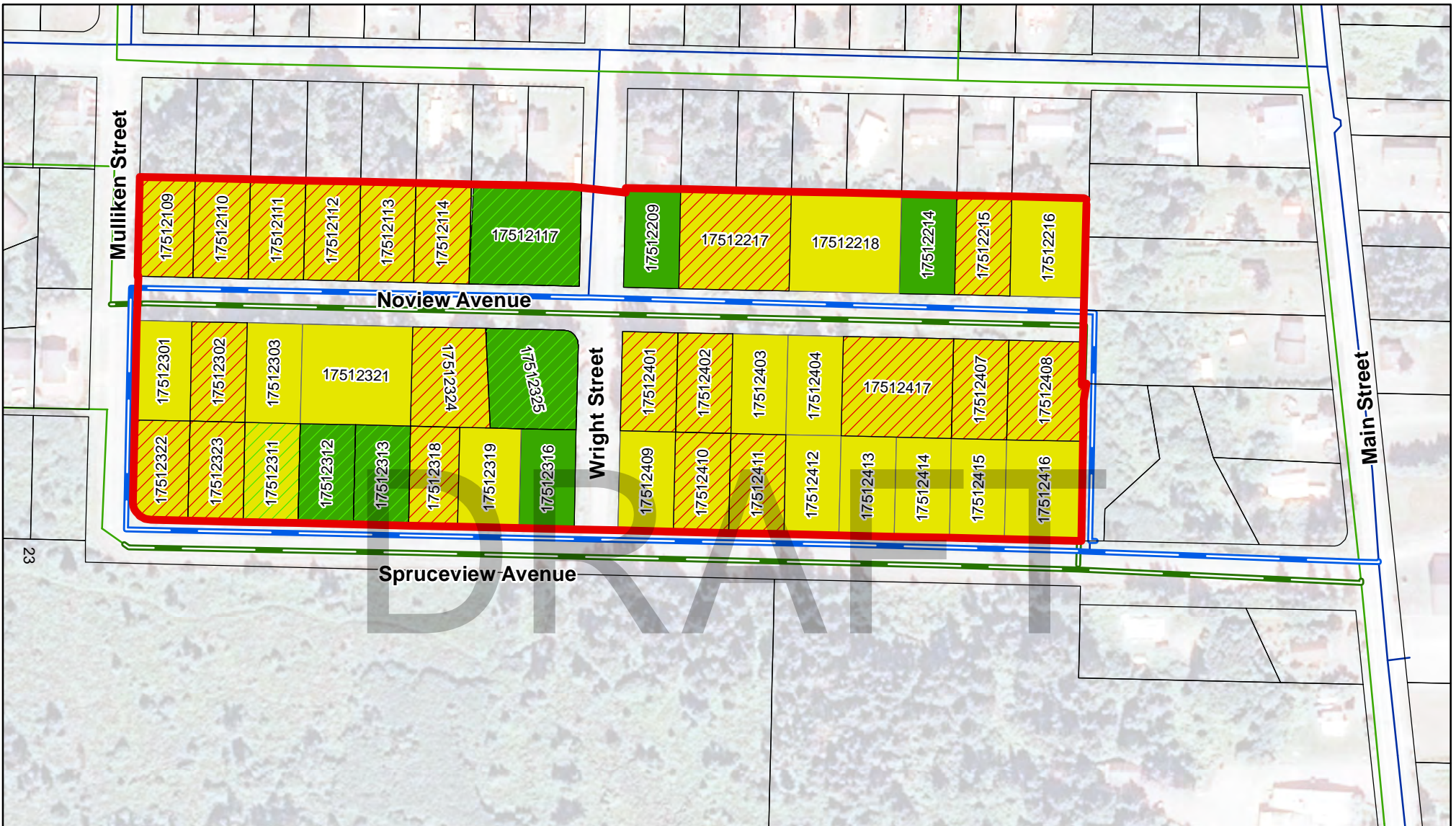


\$ 6,134.74














\$ 6,672.38

Date of report 18 Jan 2022/cyd



23

Legend

 SAD Boundary	Paid Status	 Water Improvement
Parcels	 S Paid	 Sewer Improvement
 Sewer	 W Paid	 Sewer Main
 Water	 W&S Paid	 Water Main
 Water & Sewer		

100



Harrington Heights Water & Sewer SAD86/87



DISTRICT 88/89: MARINER VILLAGE - WATER & SEWER

Date Created: June 1, 2004

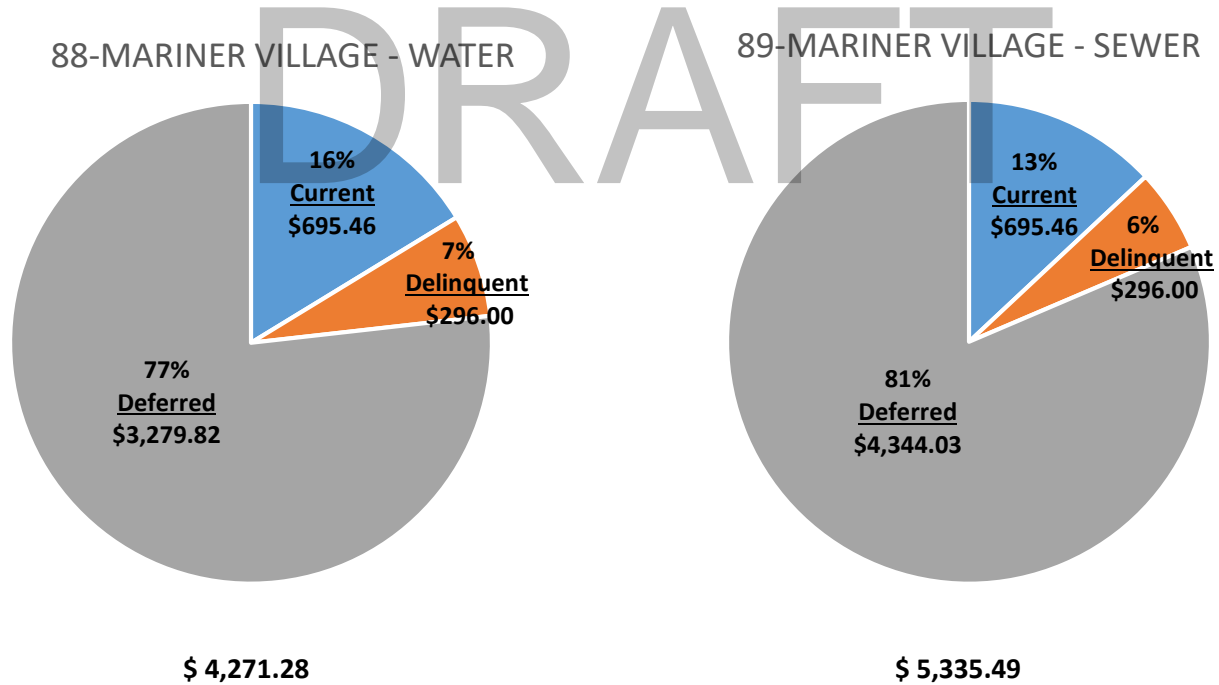
Associated Legislation: Ordinances 97-2 and 01-46

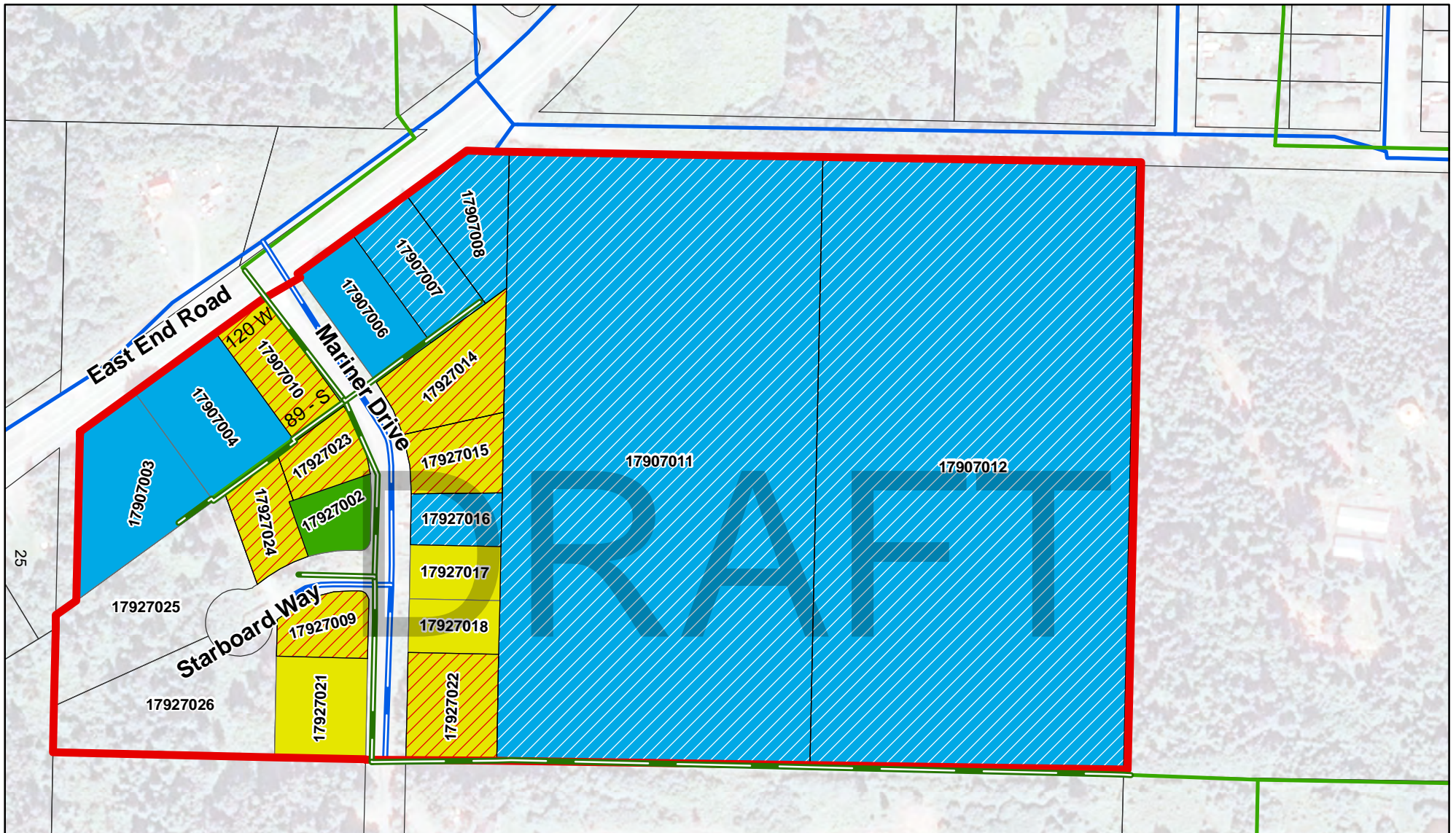
Ordinance 97-2 amends HCC Section 17.04.140, time limitations for improvement districts and extended period by five years for completion; Ordinance 01-46 created the LID.

CITY OF HOMER							
CURRENT ASSESSMENTS/ DEFERRED REVENUE			Original Amt.	GL Balance 6/30/2021	Current	Delinquent	Deferred Revenue
88	Mariner Village	Water	\$ 76,499.94	\$ 4,271.28	\$ 695.46	\$ 296.00	\$ 3,279.82
89	Mariner Village	Sewer	<u>\$ 132,136.26</u>	<u>\$ 5,335.49</u>	<u>\$ 695.46</u>	<u>\$ 296.00</u>	<u>\$ 4,344.03</u>
TOTALS			\$208,636.20	\$9,606.77	\$ 1,390.92	\$ 592.00	\$ 7,623.85
			# Parcels	# Paid in Full	# Current	# Delinquent	
			Water	8	12	0	2
			Sewer	16	7	0	4









**Same 2 parcels are listed in current and delinquent status.*

OVERVIEW OF REMAINING PRINCIPAL:





Legend

 SAD Boundary	Paid Status	 Sewer Improvement
	 S Paid	 Water Improvement
	 W Paid	 Sewer Main
	 W&S Paid	 Water Main



**Mariner Villiage
Water & Sewer
SAD 88/89**

300 150 0 300 Feet

DISTRICT 101/103: KACHEMAK DRIVE PHASE I - WATER & SEWER

Date Created: November 26, 2007 (HAWSP)

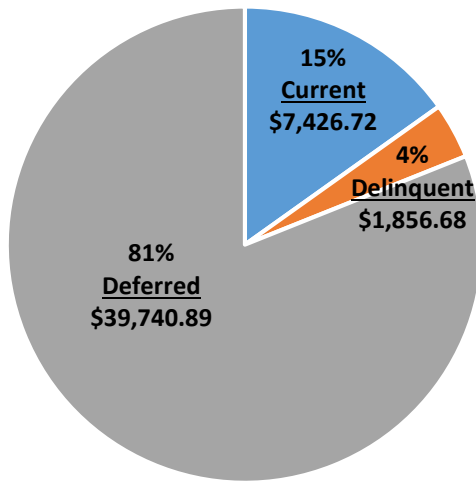
Associated Legislation: Resolution 04-11; 05-42; 05-50; 05-80; 05-93; 06-74; 06-139; 07-111; Phase I Assessment roll and payment schedule were confirmed and adopted via Resolution 07-111. Several Resolutions were adopted due to the scope of the projects, the complexity of the types of parcels (e.g., government, moose habitat, split parcels).

CITY OF HOMER							
CURRENT ASSESSMENTS/ DEFERRED REVENUE			Original Amt.	GL Balance 6/30/2021	Current	Delinquent	Deferred Revenue
101	Kachemak Dr - Ph I	Water	\$ 259,935.00	\$ 49,024.29	\$ 7,426.72	\$ 1,856.68	\$ 39,740.89
103	Kachemak Dr - Ph I	Sewer	<u>\$ 606,120.00</u>	<u>\$ 180,270.83</u>	<u>\$ 17,317.80</u>	<u>\$ 58,014.63</u>	<u>\$ 104,938.40</u>
TOTALS			\$ 866,055.00	\$ 229,295.12	\$ 24,744.52	\$ 59,871.31	\$ 144,679.29

	# Parcels	# Paid in Full	# Current	# Delinquent	# True Deferred
Water	34	18	7	1	
Sewer	31	11	13	6	1 *DOT

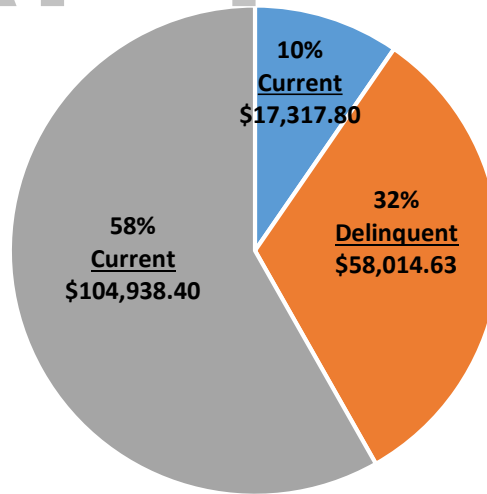
OVERVIEW OF REMAINING PRINCIPAL:

101-KACHEMAK DRIVE PHASE I -
WATER

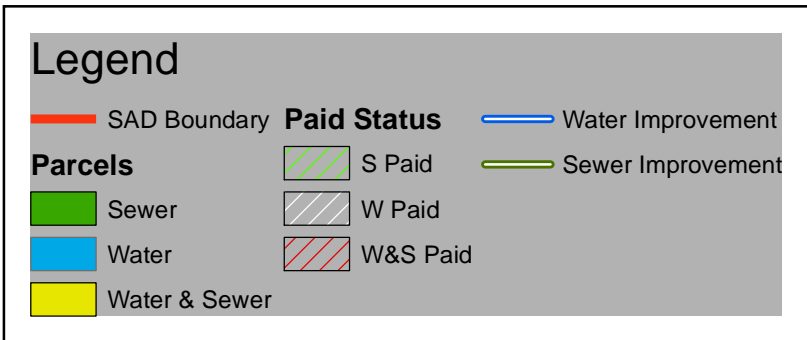
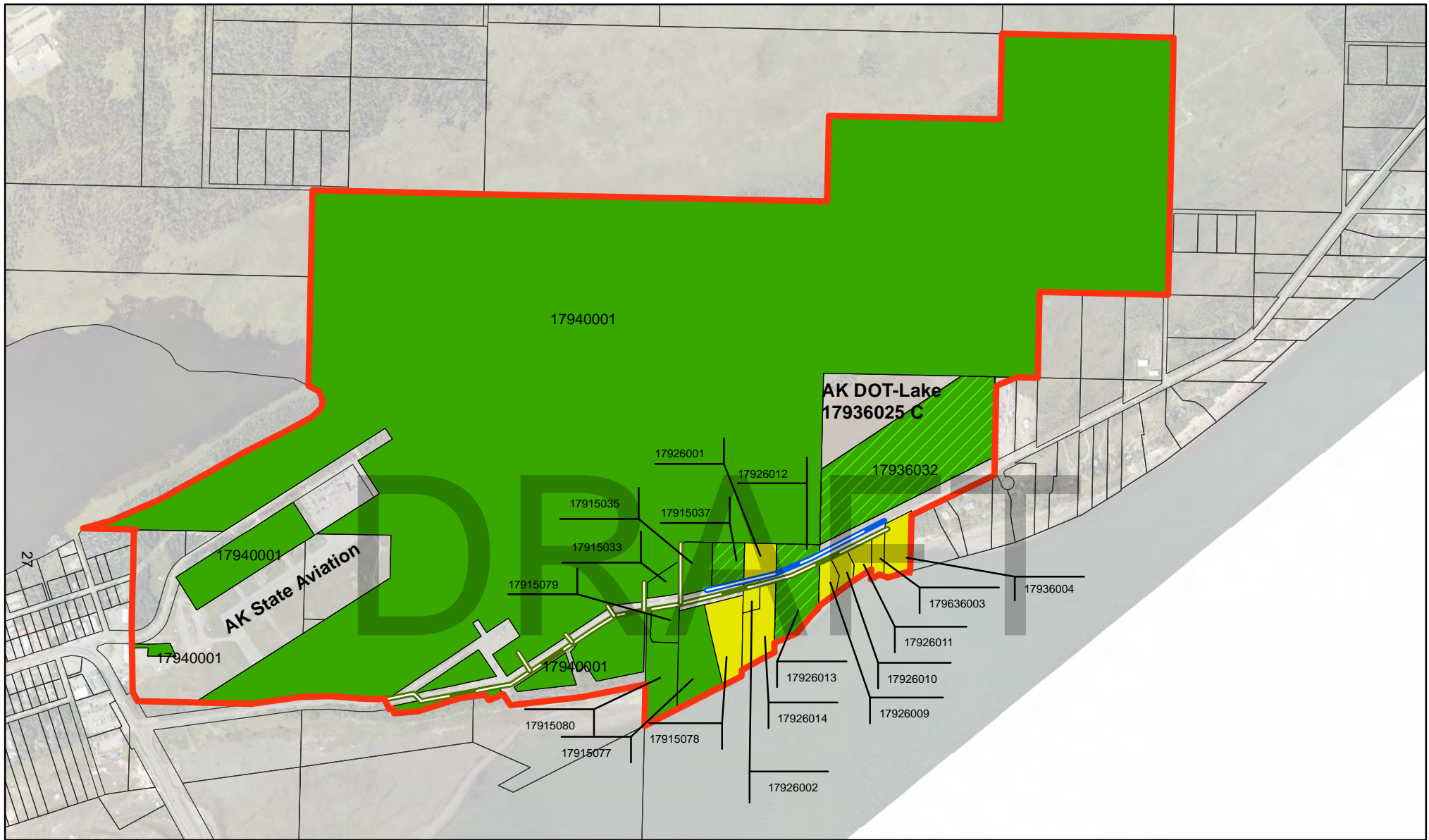


\$ 49,024.29

103-KACHEMAK DRIVE PHASE I -
SEWER



\$ 180,270.83



KACHEMAK DRIVE PHASE I WATER & SEWER SAD 101/103

104



DISTRICT 104/105: KACHEMAK DRIVE PHASE II - WATER & SEWER

Date Created: February 1, 2013 (HAWSP)

Associated Legislation: Resolutions 05-93; 06-74; 13-088

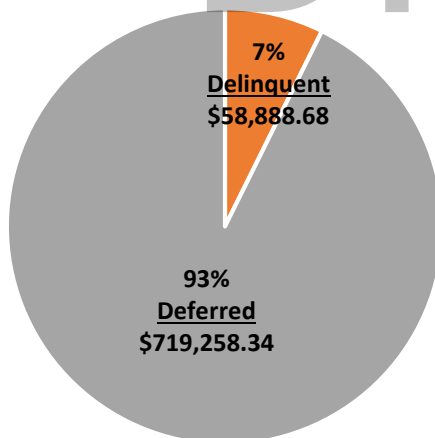
Resolution 05-93 addresses lots split as result of construction of Kachemak Drive and that are in the Kachemak Drive Phase I, II and III Water and/or Sewer Improvement/Assessment District; 06-74 clarifies the intent of 05-93; 13-088 Confirms Assessment Roll and Payment dates for Phase II. Kachemak Moose Habitat is in this district and is exempt.

CITY OF HOMER							
CURRENT ASSESSMENTS/ DEFERRED REVENUE			Original Amt.	GL Balance 6/30/2021	Current	Delinquent	Deferred Revenue
104	Kachemak Dr - Ph II	Water	\$ 1,913,834.00	\$ 776,147.42	\$ 0	\$ 56,889.08	\$ 719,258.34
105	Kachemak Dr - Ph II	Sewer	<u>\$ 2,046,498.00</u>	<u>\$ 716,781.15</u>	<u>\$ 0</u>	<u>\$ 54,214.42</u>	<u>\$ 662,566.73</u>
TOTALS			\$ 3,960,332.00	\$1,492,928.10	\$ 0	\$ 111,103.10	\$1,381,825.00

	# Parcels	#Paid in Full	# Current	# Delinquent	# Deferred
Water	87	23	0	14	50
Sewer	87	24	0	15	48

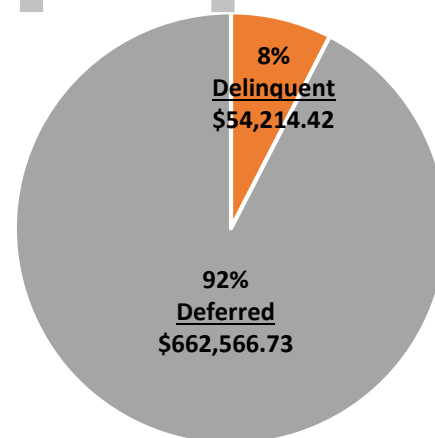
OVERVIEW OF REMAINING PRINCIPAL:

104-KACHEMAK DRIVE - PHASE II
WATER

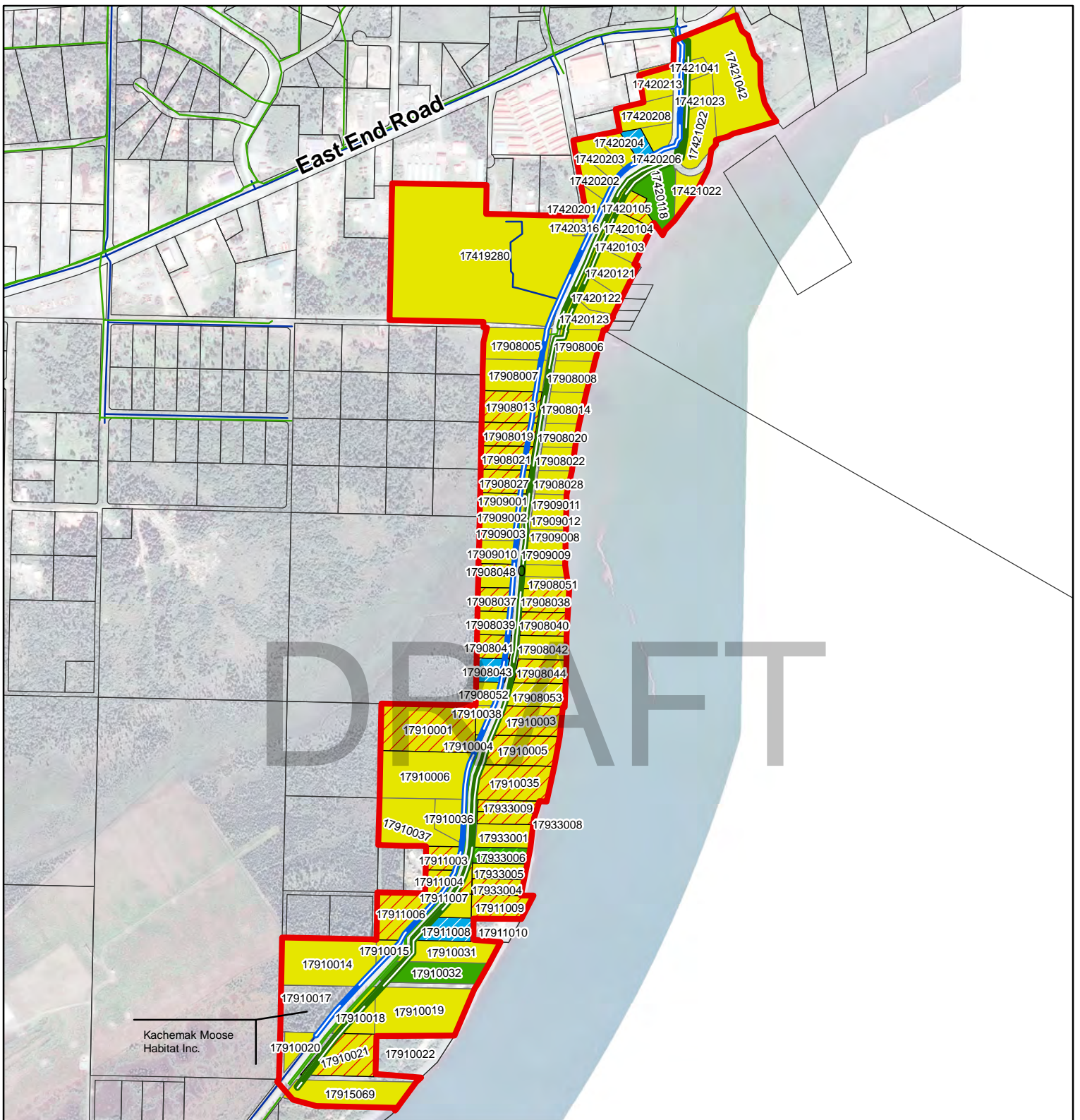


\$776,147.02

105-KACHEMAK DRIVE - PHASE II
SEWER



\$716,781.15

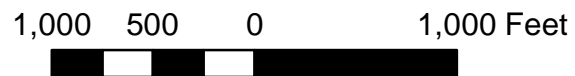


Legend

- SAD Boundary (Red line)
- Water Improvement (Blue line)
- Parcels
 - Sewer (Green fill)
 - Water (Blue fill)
 - Water & Sewer (Yellow fill)
- Paid Status
 - S Paid (Green diagonal lines)
 - W Paid (Blue diagonal lines)
 - W&S Paid (Red diagonal lines)
- Sewer Improvement (Green line)
- Water Main (Blue line)
- Sewer Main (Green line)



Kachemak Drive Water & Sewer Phase II SAD 104/105



DISTRICT 108/109: EAST END ROAD - WATER & SEWER

Date Created: October 1, 2006

Associated Legislation: Resolutions 04-85; 05-07; 06-104(A)

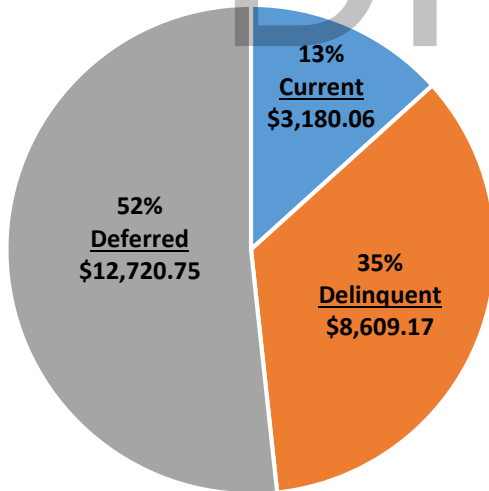
East End Road Water and Sewer Assessment District boundary includes the Commerce Park, Puffin Acres HK Davis, Rumley-Collie Subdivisions as described in assessment rolls. Resolution 06-104(A) confirms assessment roll and establishes payment dates for the district.

55			CURRENT ASSESSMENTS/ DEFERRED REVENUE		GL Balance	Deferred	
			Original Amt.	6/30/2021	Current	Delinquent	Revenue
108	East End Road	Water	\$ 190,805.22	\$ 24,510.01	\$ 3,180.06	\$ 8,609.17	\$ 12,720.75
109	East End Road	Sewer	<u>\$ 200,861.04</u>	<u>\$ 26,701.28</u>	<u>\$ 5,021.52</u>	<u>\$ 1,673.84</u>	<u>\$ 20,005.92</u>
TOTALS			\$391,666.26	\$51,211.29	\$ 8,201.58	\$10,283.01	\$ 32,726.67

	# Parcels	# Paid in Full	# Current	# Delinquent
Water	15	8	2	5
Sewer	11	5	4	2

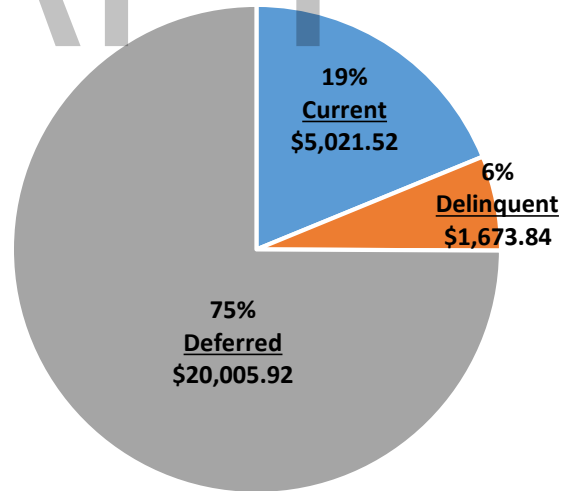
OVERVIEW OF REMAINING PRINCIPAL:

108 - EAST END ROAD - WATER

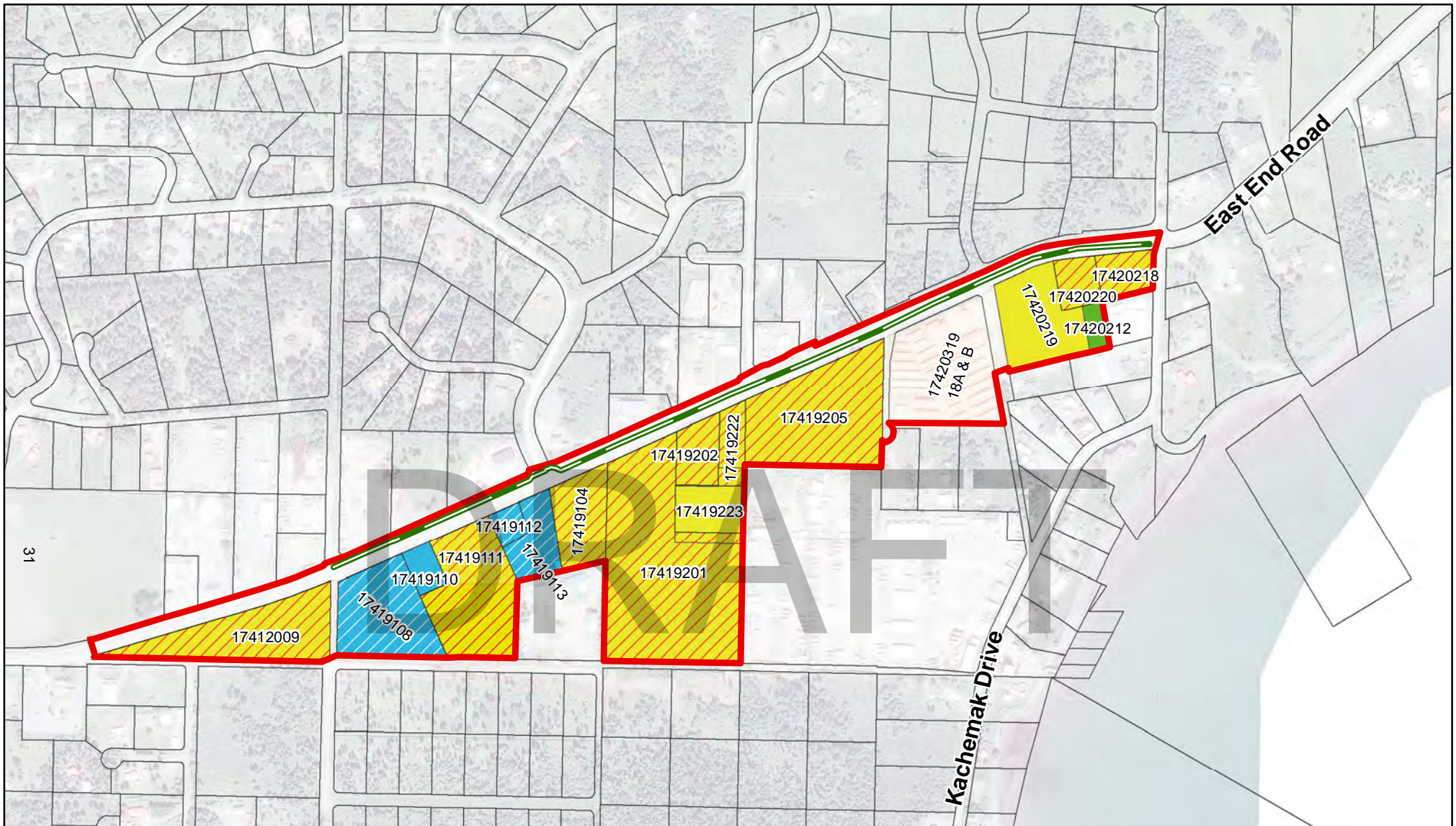


\$24,510.01

109 - EAST END ROAD - SEWER



\$26,701.28



Legend

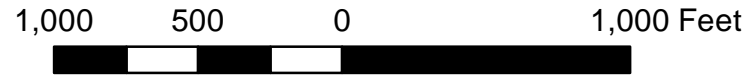
— SAD Boundary
 Paid Status
 — Sewer Improvement

Parcels

 Sewer	 S Paid
 Water	 W Paid
 Water & Sewer	 W&S Paid

East End Road Water & Sewer SAD 108/109

108



DISTRICT 123: OCEAN DRIVE LOOP – PETERSON ADDITION – SEWER

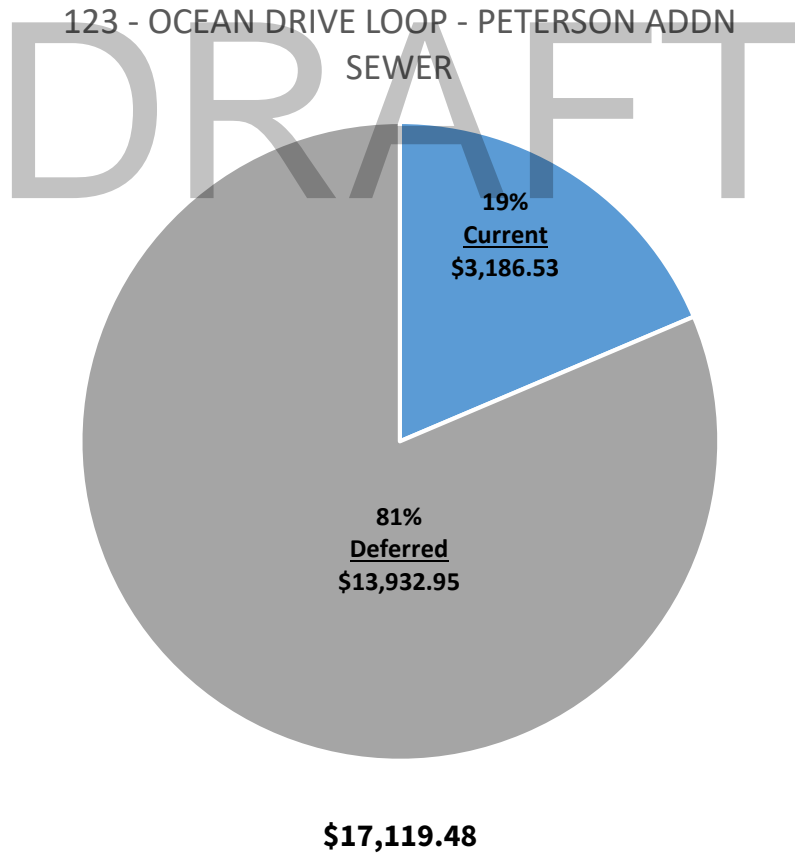
Date Created: September 1, 2006 (HAWSP)

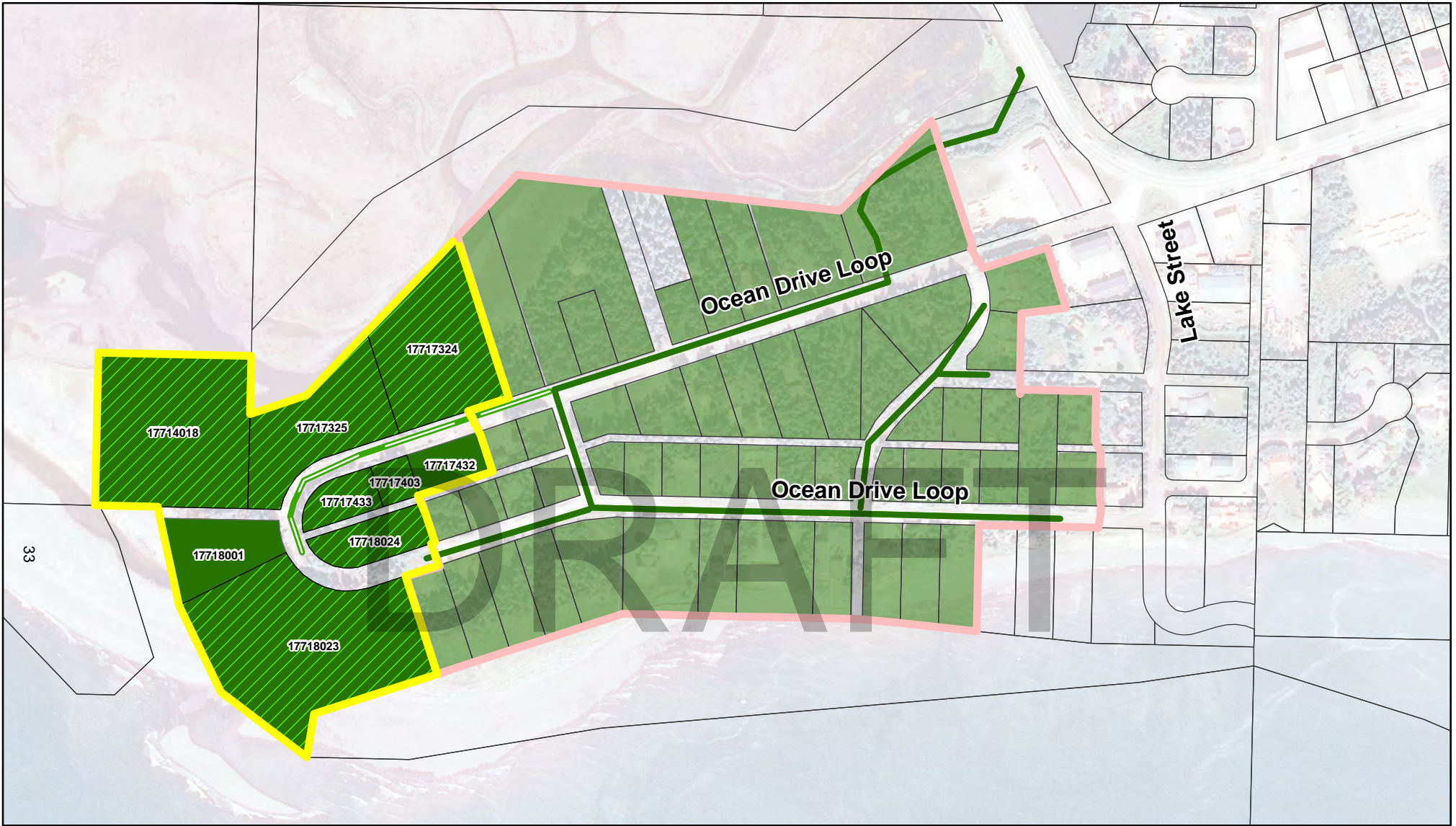
Associated Legislation: Resolution 06-133

Property owners requested waiver of notice and right to public hearing because 100 percent participated. This improvement project tagged onto the Ocean Drive Loop Sewer Improvement Project.

CITY OF HOMER							
CURRENT ASSESSMENTS/ DEFERRED REVENUE			Original Amt.	GL Balance 6/30/2021	Current	Delinquent	Deferred Revenue
123	Ocean Dr Lp – Addn.	Sewer	\$ 144,514.47	\$ 17,119.48	\$ 3,186.53	\$ 0.00	\$ 13,932.95
TOTALS			\$ 144,514.47	\$ 17,119.48	\$ 3,186.53	\$ 0.00	\$ 13,932.95
			# Parcels	# Paid In Full	# Current	# Delinquent	
Sewer			9	5	4	0	







OVERVIEW OF REMAINING PRINCIPAL:





33

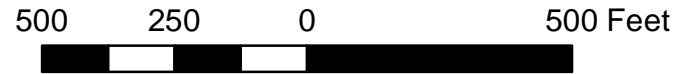
Legend

 Peterson Addition Boundary	 S Paid
 Ocean Dr SAD Boundary	 Peterson Sewer Parcels
 Sewer Improvement Peterson	
 Sewer Improvement Ocean Dr	

110



**Ocean Drive Loop
Peterson Addition
Sewer SAD 123**



DISTRICT 126: FAIRVIEW AVENUE MAIN EXTENSION - WATER

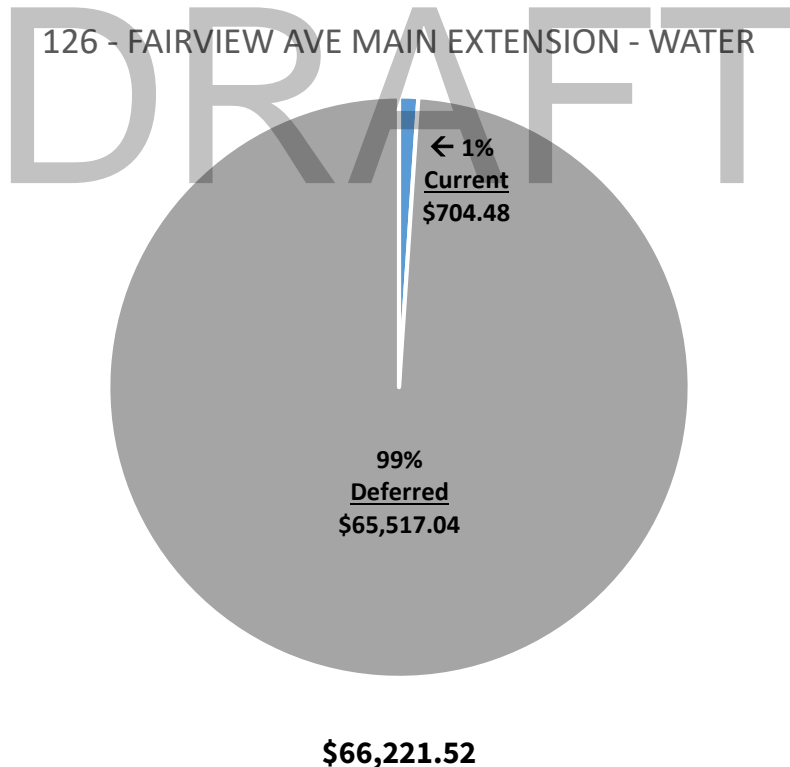
Date Created: March 1, 2007 (HAWSP)
 Associated Legislation: Ordinance 07-06

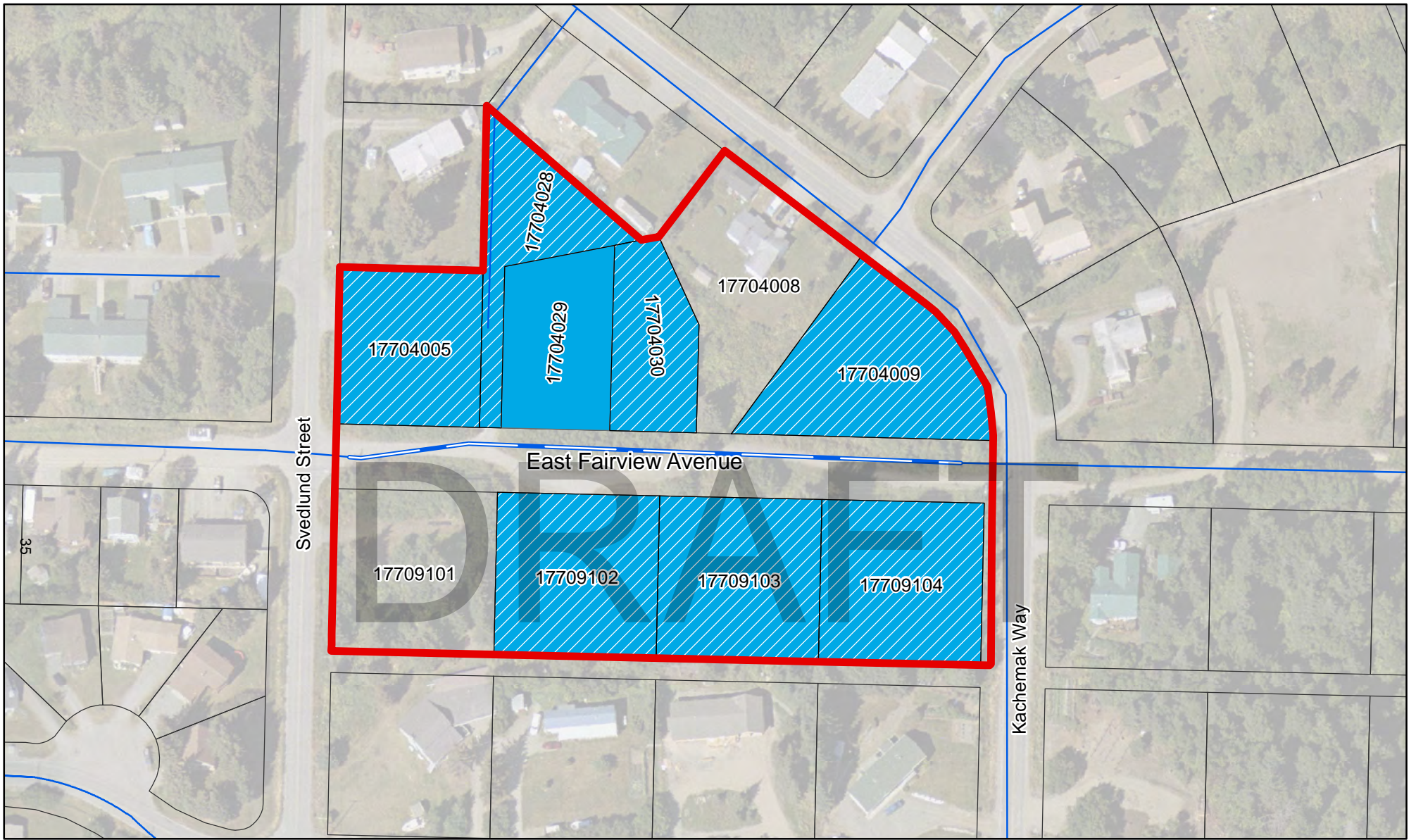
Due to drinking water quality issues and the importance of looping the water system, Public Works recommended the main extend the entire block from Kachemak Way to Heath Street.

CITY OF HOMER							
CURRENT ASSESSMENTS/ DEFERRED REVENUE			Original Amt.	GL Balance 6/30/2021	Current	Delinquent	Deferred Revenue
126	Fairview Ave Main	Water	\$ 8,453.81	\$ 66,221.52	\$704.48	\$ 0.00	\$ 65,517.04
TOTALS			\$ 8,453.81	\$ 66,221.52	\$704.48	\$ 0.00	\$ 65,517.04










	# Parcels	# Paid in Full	# Current ²	# Delinquent	# True Deferred
Water	8	1	1	0	6

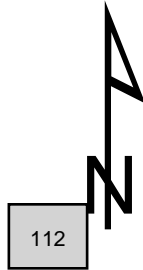
OVERVIEW OF REMAINING PRINCIPAL:



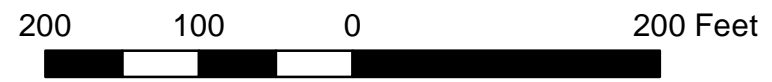


Legend

 SAD Boundary	Paid Status	 Water Improvement
Parcels	 S Paid	 Existing Water Main
 Sewer	 W Paid	
 Water	 W&S Paid	
 Water & Sewer		



E. FAIRVIEW AVENUE WATER MAIN EXTENSION SAD 126



DISTRICT 155: PARADISE PLACE - SEWER

Date Created: December 2013 (HAWSP)

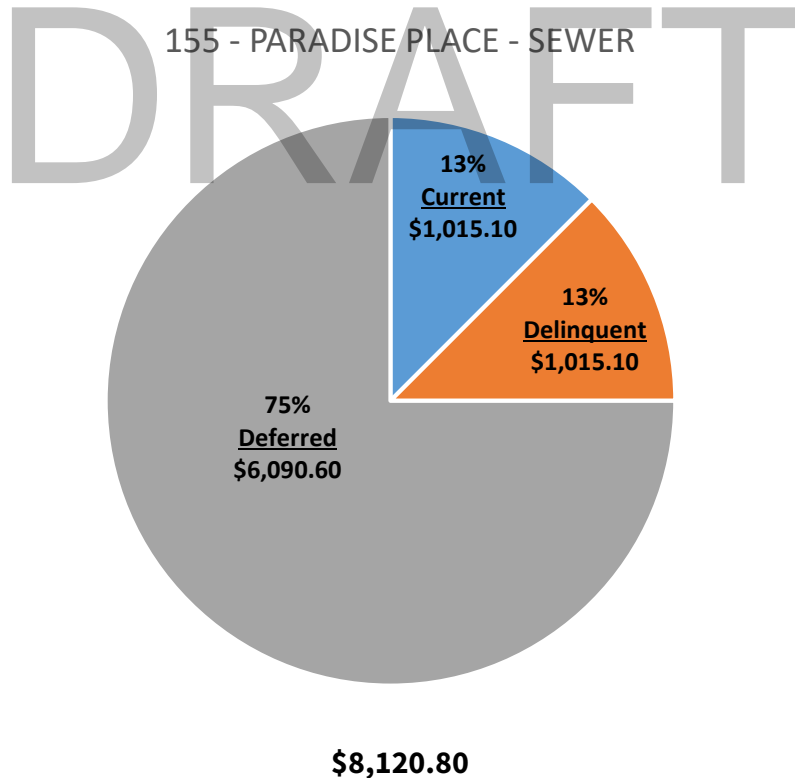
Associated Legislation: Ordinance 13-43

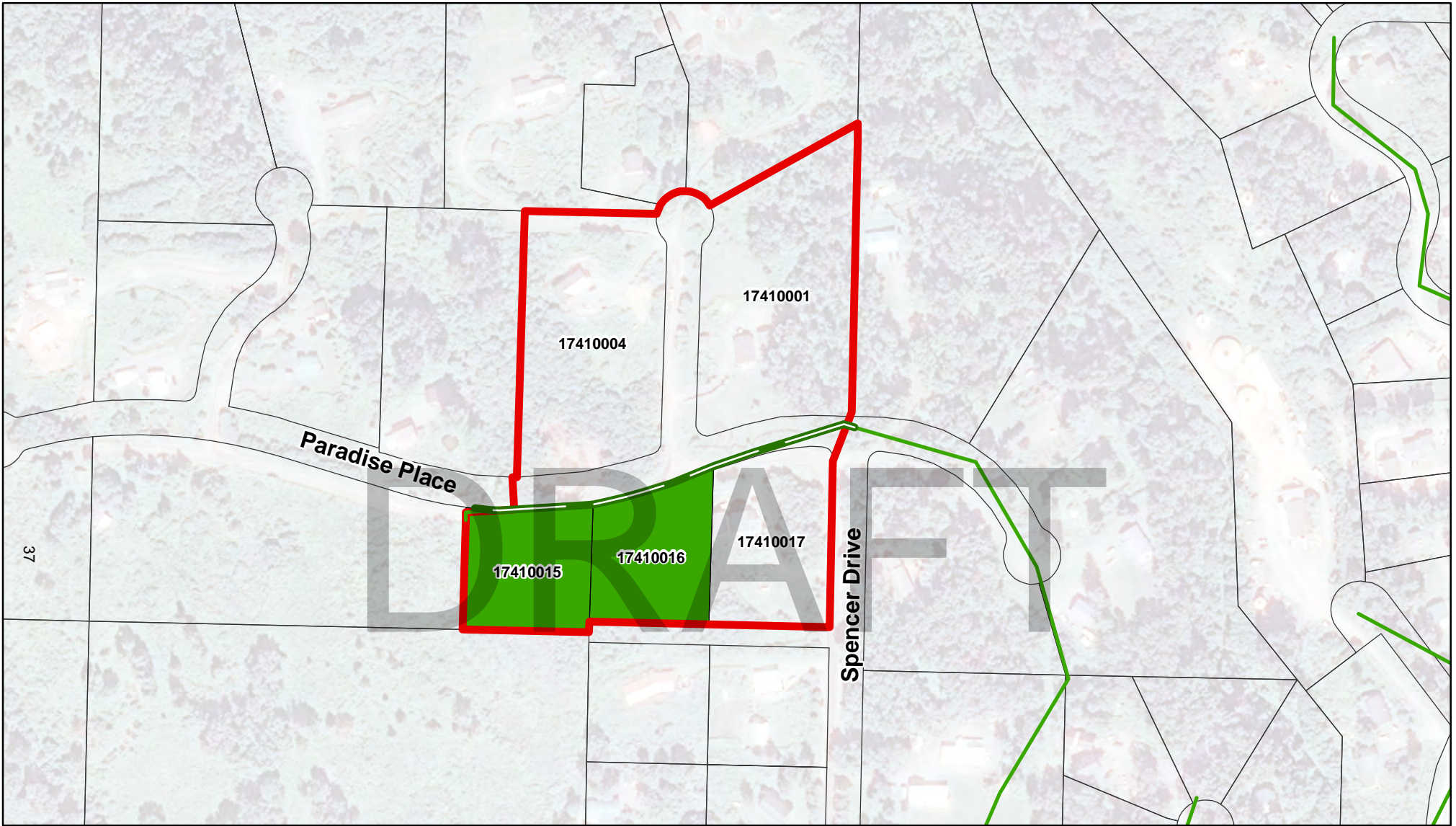
This was a developer/owner paid extension. Both properties were deferred until connection to sewer. The Ordinance lists 5 properties. The owner paid for his lot and Ord. says the City will pay for the other 2 lots.

CITY OF HOMER							
CURRENT ASSESSMENTS/ DEFERRED REVENUE			GL Balance			Deferred	
			Original Amt.	6/30/2021	Current	Delinquent	Revenue
155	Paradise Place	Sewer	\$ 10,151.00	\$ 8,120.80	\$ 1,015.10	\$ 1,015.10	\$ 6,090.60
TOTALS			\$ 10,151.00	\$ 8,120.80	\$ 1,015.10	\$ 1,015.10	\$ 6,090.60





	# Parcels	# Paid in Full	# Current	# Delinquent
Sewer	1	0	0	1

OVERVIEW OF REMAINING PRINCIPAL:





Legend

-  SAD Boundary
-  Sewer Parcels
-  Sewer Improvement
-  Sewer Main

**Paradise Place
Sewer Extention
SAD 155**

114



DISTRICT 161: ERIC LANE - SEWER

Date Created: March 1, 2018

Associated Legislation: Resolution 16-047; 17-088

Eric Lane (Lillian Walli Subdivision) was created March 1, 2018 when final assessment roll was approved. Road and Sewer were established together. Development in this area is active.

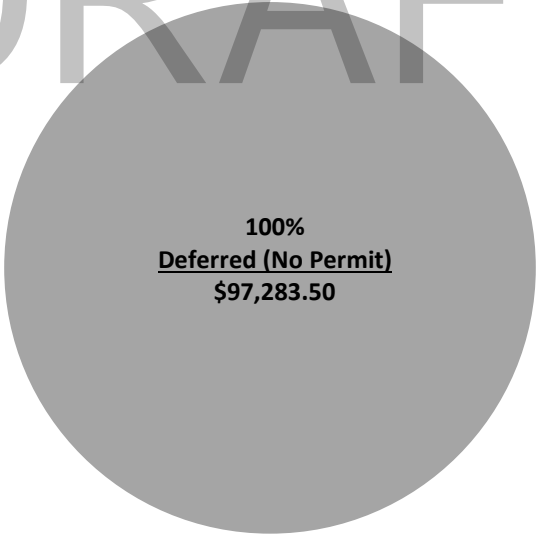
CITY OF HOMER							
CURRENT ASSESSMENTS/ DEFERRED REVENUE			Original Amt.	GL Balance 6/30/2021	Current	Delinquent	Deferred Revenue
161	Eric Lane	Sewer	\$585,700.00	\$97,283.50	\$ 0	\$0	\$97,283.50
TOTALS			\$585,700.00	\$97,283.50	\$ 0	\$ 0	\$97,283.50

	# Parcels	# Paid in Full	# Current	# Delinquent	# True Deferred
Sewer	18	3	0	0	15

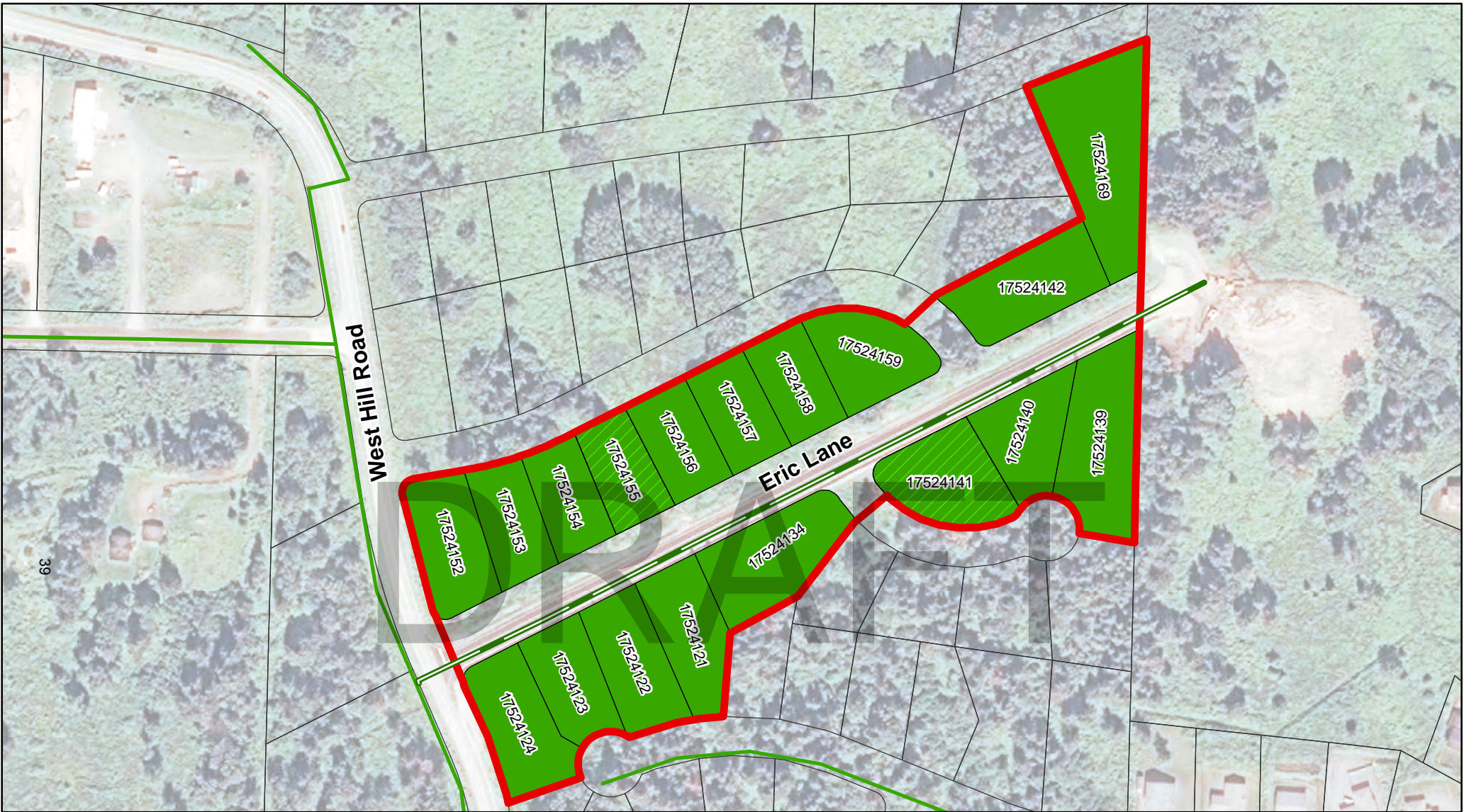
OVERVIEW OF REMAINING PRINCIPAL:

DRAFT

161- ERIC LANE - SEWER



\$97,283.50












39

West Hill Road

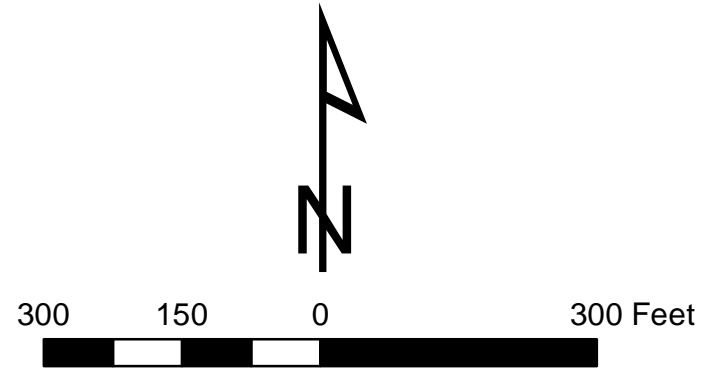
Eric Lane

Legend

	SAD Boundary	Paid Status
	Sewer	 S Paid
	Water	 W Paid
	Water & Sewer	 W&S Paid
	Sewer Improvement	 Sewer Main

Eric Lane Sewer SAD 161

116



DISTRICT 162/163: KACHEMAK DRIVE PHASE III - WATER & SEWER

Date Created: March 1, 2018

Associated Legislation: Resolutions 16-042; 17-089

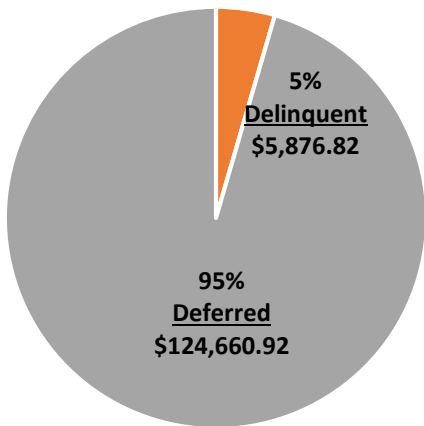
District includes real property fronting, predominately, Kachemak Drive, located within Mailea Bay, Checkmate Shores, Scenic Bay, Lampert Lake, Miriams Ares, De Garmo, Grewingk View, Rankin and R Cronin Subdivisions within the City of Homer. District includes Kachemak Moose Habitat preserved land.

CITY OF HOMER								
CURRENT ASSESSMENTS/ DEFERRED REVENUE			Original Amt.	GL Balance 6/30/2021	Current	Delinquent	Deferred Revenue	
162	Kachemak Dr - Ph III	Water	\$ 210,861.00	\$ 130,537.74	\$ 0	\$ 5,876.82	\$ 124,660.92	
163	Kachemak Dr - Ph III	Sewer	\$ 362,464.00	\$ 228,718.93	\$ 0	\$ 9,450.00	\$ 219,268.93	
TOTALS			\$ 573,325.00	\$ 359,256.67	\$0	\$ 15,326.82	\$ 343,929.85	

	# Parcels	# Paid In Full	# Current	# Delinquent	# True Deferred
Water	29	5	0	8	16
Sewer	29	4	0	9	16

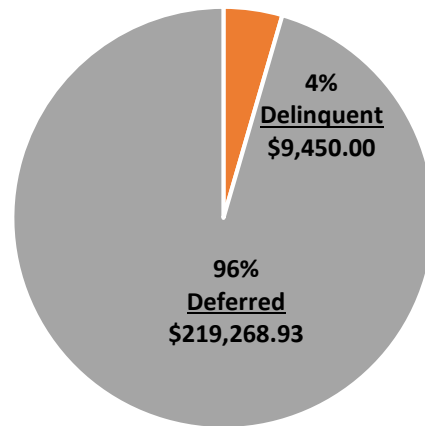
OVERVIEW OF REMAINING PRINCIPAL:

162-KACHEMAK DRIVE - PHASE III
WATER



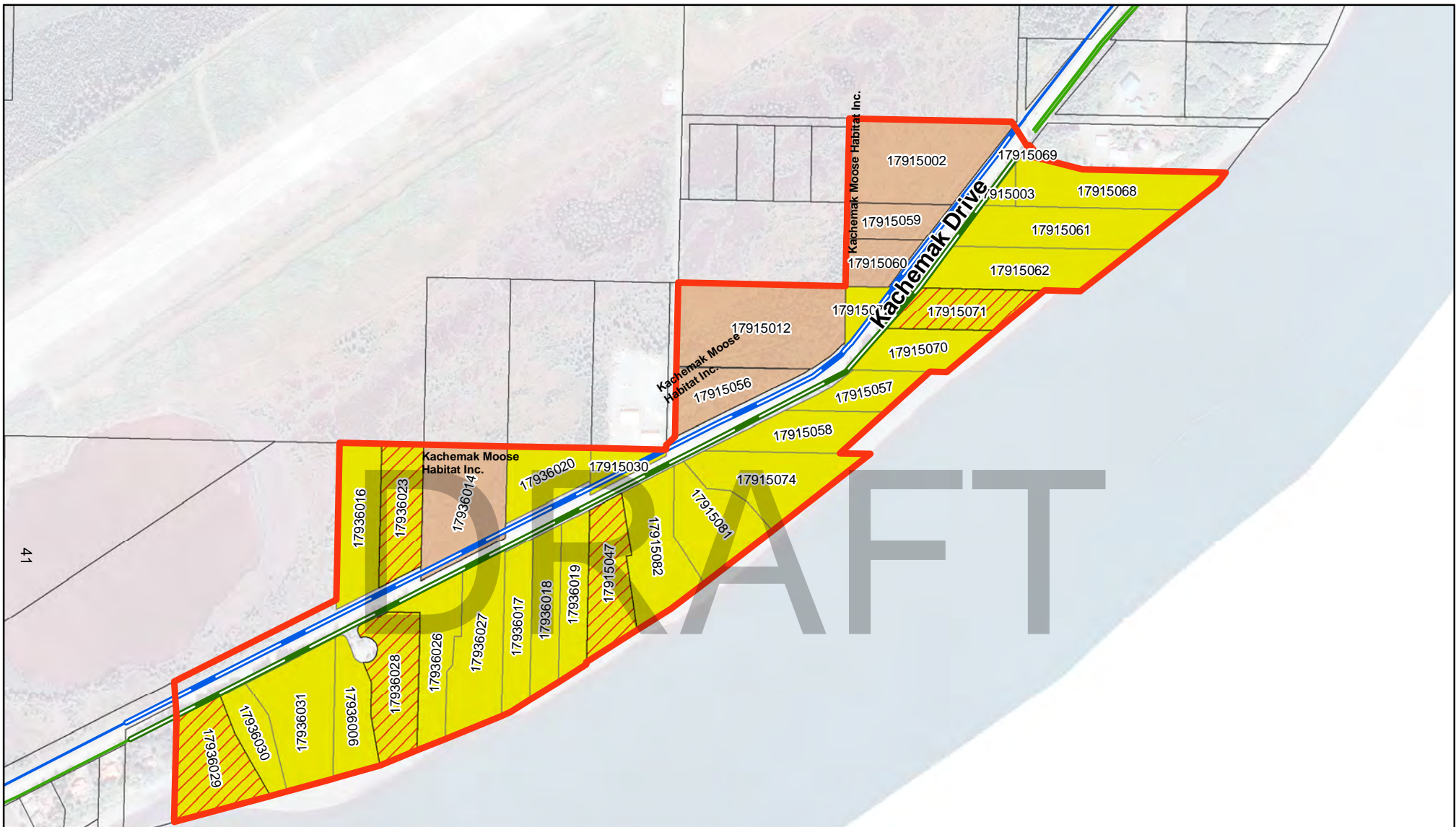
\$130,537.74

162-KACHEMAK DRIVE - PHASE III
SEWER












\$228,718.93

MOOSE HABITAT: Six Parcels marked in orange on map.



41

Legend

- | | | |
|--------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|
|  SAD | Paid Status |  Water Improvement |
| Parcels |  S Paid |  Sewer Improvement |
|  Sewer |  W Paid | |
|  Water |  W&S Paid | |
|  Water & Sewer | | |

118



Kachemak Drive Phase III Water & Sewer SAD 162/163



DISTRICT 165: SHELLFISH SLOPE - WATER

Date Created:

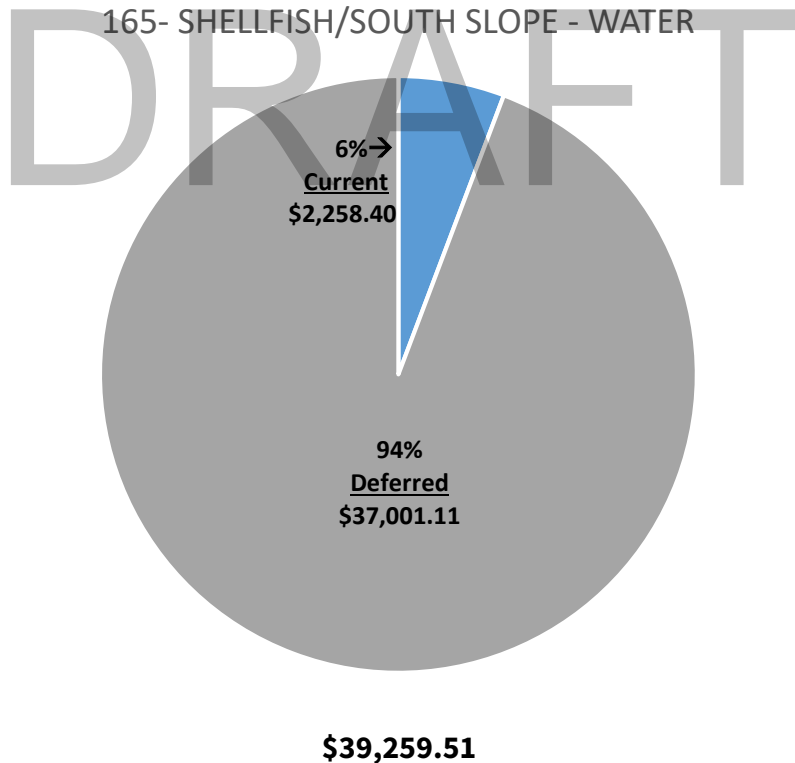
Associated Legislation: Resolution 16-0078(S) and Memorandum 16-130

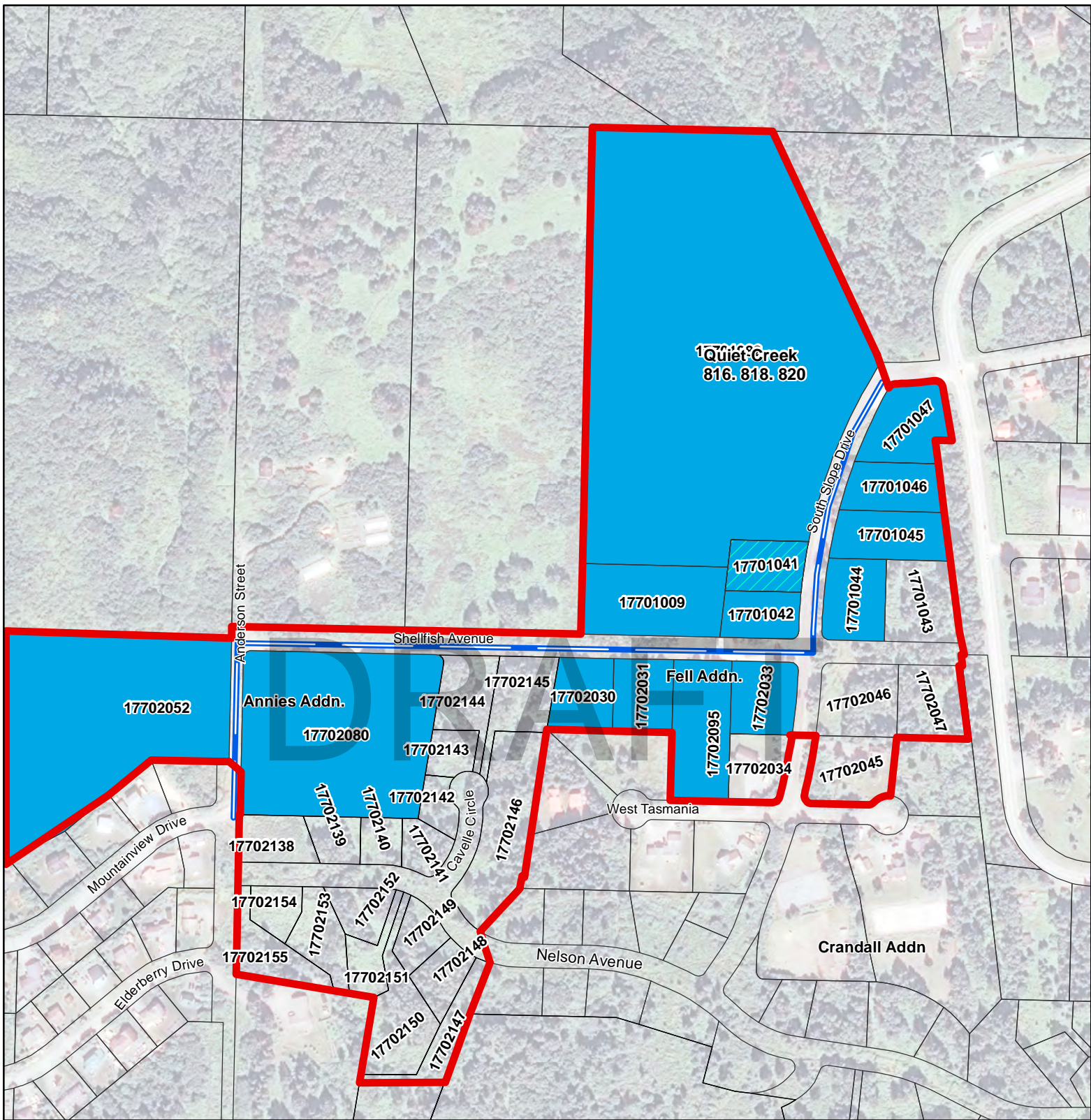
Not an official “district,” legislature approved establishment of connection of this property to the Shellfish Avenue/South Slope Drive Water Main Project.

CITY OF HOMER CURRENT ASSESSMENTS/ DEFERRED REVENUE			Original Amt.	GL Balance 6/30/2021	Current	Delinquent	Deferred Revenue
165	Shellfish Slope	Water	\$ 238,974.00	\$ 39,259.51	\$ 2,258.40	\$ 0.00	\$ 37,001.11
TOTALS			\$ 238,974.00	\$ 39,259.51	\$ 2,258.40	\$ 0.00	\$ 37,001.11

	# Parcels	# Paid In Full	# Current	#True Deferred
Water	5	1	4	10*

OVERVIEW OF REMAINING PRINCIPAL:

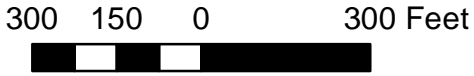




Legend

- SAD Boundary
- Water Parcels Paid
- Water Parcels
- Water Improvement

SHELLFISH SOUTHSLOPE WATER IMPROVEMENT SAD 165





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

The City of Homer supports the Center for Alaskan Coastal Studies' proposal titled "Bio-based Packaging Alternatives and Community Commercial Composting to Prevent Marine Plastic Pollution." As a coastal community, the City of Homer is very concerned with marine debris. As a city that benefits greatly from fishing and tourism, maintaining clean waters into the future is critical to our success.

The City of Homer has always been forward thinking when it comes to climate and environmental issues in Alaska. Homer developed the first climate action plan in Alaska which was published in 2007; voters approved a prohibition on single-use plastic carryout bags in 2019' and in 2021 we updated regulations related to dumpsters in the port & harbor area with an interest in reducing illegal dumping near coastal waters.

We are excited for the prospect of seeing the Center for Alaskan Coastal Studies' proposal implemented. We expect that the project will have a positive impact on the City of Homer, residents, visitors, and the fishing industry.

Sincerely,

Rob Dumouchel
City Manager



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 22-029

TO: HOMER CITY COUNCIL
FROM: KEN CASTNER, MAYOR
DATE: FEBRUARY 14, 2022
SUBJECT: APPOINTMENT OF A LIAISON TO THE HOMER CHAMBER OF COMMERCE

Since to the resignation of Council member Evensen there has been no liaison to the Homer Chamber of Commerce Board.

The position of liaison for the City Council serves on the Chamber of Commerce Legislative Committee.

The Chamber of Commerce Board meetings are held on the fourth Thursday of the month from Noon to 1:30 p.m. No meetings are currently scheduled for the Legislative Committee.

The Chamber of Commerce will provide an orientation for the newly appointed liaison.

The next Board meeting is scheduled for March 24, 2022 at the Chamber of Commerce. There will also be a Board Retreat held at the Aspen Hotel on March 11, 2022.

Recommendation:

Appoint a volunteer Council member to serve as liaison to the Homer Chamber of Commerce Board.

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

3 City Manager/
4 Public Works Director

5 **RESOLUTION 22-011**

6
7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
8 AWARDING A CONTRACT IN THE AMOUNT OF \$25,000 TO
9 SEABOLD CONSULTING, LLC TO UPDATE THE CITY OF HOMER'S
10 DESIGN CRITERIA MANUAL, STANDARD CONSTRUCTION
11 SPECIFICATIONS, STANDARD CONSTRUCTION DETAILS AS WELL
12 AS RECONCILING DESIGNATED ELEMENTS OF THE DEVELOPMENT
13 STANDARDS IN THE HOMER CITY CODE AND AUTHORIZING THE
14 CITY MANAGER TO NEGOTIATE AND EXECUTE THE APPROPRIATE
15 DOCUMENTS.

16
17 WHEREAS, The City of Homer Design Criteria Manual is a cookbook that governs how
18 the City's infrastructure will be designed and built, whether the design/construction is
19 accomplished by the City staff, consultants or private developers; and

20
21 WHEREAS, A standard set of criteria ensures that the City's roads, water lines, sewer
22 lines and drainage works are developed in a consistent manner that uses best management
23 practices; and

24
25 WHEREAS, Homer's Design Criteria Manual was developed in the 1980's and needs to
26 be updated, along with its companion documents, the Standard Construction Specifications
27 and Standard Construction Details; and

28
29 WHEREAS, Homer's Subdivision Development Standards will need to be reconciled
30 with the updated design standards; and

31
32 WHEREAS, The final work products will guide the planning, design and execution of City
33 capital projects and private developments for years to come; and

34
35 WHEREAS, The City has a Term Contract with Seabold Consulting, LLC (Carey Meyer, PE)
36 for engineering services and we have received a proposal Mr. Meyer to perform this work for
37 the Lump Sum cost of \$25,000, with is fair and reasonable price; and

38
39 WHEREAS, Mr. Meyer is uniquely suited for this project because of his long familiarity
40 with the City's existing manuals, specifications and Codes; and

42 NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby authorizes a
43 contract with Seabold Construction, LLC of Homer, Alaska in the amount of \$25,000 to update
44 the city of homer’s design criteria manual, standard construction specifications, standard
45 construction details as well as reconciling designated elements of the development standards
46 in the homer city code and authorizing the city manager to negotiate and execute the
47 appropriate documents.

48
49 PASSED AND ADOPTED by the Homer City Council this _____ day of February, 2022.

50
51 CITY OF HOMER
52
53
54 _____
55 KEN CASTNER, MAYOR
56

57 ATTEST:
58
59 _____
60 MELISSA JACOBSEN, MMC, CITY CLERK

61
62 Fiscal Note: \$25,000 divided between HART Road, Water CARMA, and Sewer CARMA Funds per
63 Ordinance 22-07



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