



# Agenda

## City Council Regular Meeting

Monday, July 24, 2023 at 6:00 PM

City Hall Cowles Council Chambers & Zoom Webinar

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### Homer City Hall

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

### Zoom Webinar ID: 205 093 973 Password: 610853

<https://cityofhomer.zoom.us>  
Dial: 346-248-7799 or 669-900-6833;  
(Toll Free) 888-788-0099 or 877-853-5247

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### CALL TO ORDER, PLEDGE OF ALLEGIANCE

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

### MAYORAL PROCLAMATIONS AND RECOGNITIONS

### PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

### RECONSIDERATION

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

- a. Homer City Council Unapproved Regular Meeting Minute of June 26, 2023. City Clerk. Recommend adoption.
- b. Memorandum CC-23-166, from Mayor Castner re: Re-appointment of Joyanna Geisler to the ADA Advisory Board and David Schneider to the Planning Commission. Recommend Approval.
- c. Resolution 23-067, A Resolution of the City Council of Homer, Alaska, Approving a Task Order to RESPEC Consulting LLC in the not to Exceed Amount of \$17,445 to Provide a Final Design for an ADA-Compliant Family Restroom at the Homer Airport Terminal and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director. Recommend Adoption.

Memorandum CC-23-167 as backup.

- d. Resolution 23-068, A Resolution of the City Council of Homer, Alaska Authorizing the City Manager to Apply for Clean Water State Revolving Loan Funds from the Alaska Department of Environmental Conservation in the Amount of \$324,000 to Provide Upgraded Storm Water Improvements as Part of the Ohlson Lane and Bunnell Avenue Pavement Restoration Project. City/Manager/Public Works Director. Recommend Adoption.

Memorandum CC-23-168 as backup.

- e. Resolution 23-069, A Resolution of the City Council of Homer, Alaska Approving a Task Order to Nelson Engineering in the Amount of \$11,634 to Design Upgraded Storm Water Improvements on Bunnell Avenue and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director. Recommend Adoption.
- f. Resolution 23-070, A Resolution of the City Council of Homer, Alaska Authorizing the City Manager to Apply for Drinking Water State Revolving Loan Funds from the Alaska Department of Environmental Conservation in the Amount of \$491,400 to Replace the Eight Inch Water Distribution Line in Ohlson Lane and Bunnell Avenue. City Manager/Public Works Director. Recommend Adoption.
- g. Resolution 23-071, A Resolution of the City Council of Homer, Alaska Approving a Task Order to Nelson Engineering in the Amount of \$55,867 to Design a Replacement of 8" Cast Iron Water Distribution Line in Ohlson Lane and Bunnell Avenue and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director. Recommend Adoption.
- h. Resolution 23-072, A Resolution of the City Council of Homer, Alaska Providing Comments on Kenai Peninsula Borough Assembly Resolution 2023-048 to Place an Advisory Vote Question on the October 2023 Borough Ballot Asking Whether the Kenai Peninsula Borough Should Change its Regular Election Date. Aderhold/Mayor. Recommend Adoption.

Memorandum CC-23-169 as backup.

- i. Resolution 23-073, A Resolution of the City Council of Homer, Alaska Expressing Support for the Homer Spit Climate Resiliency Project and Endorsing the City's Application to the U.S. Department of Transportation for a Planning Grant Under the FY23 Promoting Resilient Operations for Transformative, Efficient and Cost Effective Transportation (PROTECT) Grant Program. City Manager. Recommend Adoption.

Memorandum CC-23-170 as backup.

## **VISITORS**

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

- a. Worksession Report
- b. Committee of the Whole Report
- c. Mayor's Report
- d. Borough Report
- e. Planning Commission
- f. Port and Harbor Advisory Commission

g. Americans with Disabilities Act Compliance Committee

**PUBLIC HEARING(S)**

- [a.](#) Ordinance 23-41, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Appropriating \$600,000 from the Land Reserves to Purchase Tietjen Subdivision Tract D, with the Intent of Developing the Parcel into the Site of the Future Public Works Campus. Aderhold/Venuti. Introduction June 26, 2023, Public Hearing and Second Reading July 24, 2023.

Memorandum CC-23-156 as backup.

- [b.](#) Ordinance 23-42, An Ordinance of the City Council of Homer, Alaska Amending the FY23 Capital Budget by Re-Appropriating the Second Tranche of American Rescue Plan Act (ARPA) Funds in the Amount of \$716,685.16 to the General Fund as Revenue Replacement. City Manager/Finance Director. Introduction June 26, 2023, Public Hearing and Second Reading July 24, 2023.

Memorandum CC-23-171 as backup.

- [c.](#) Ordinance 23-43, An Ordinance of the City Council of Homer, Alaska, Amending the FY23 Capital Budget by Accepting and Appropriating the FY23 State of Alaska Community Assistance Program Payment in the Amount of \$204,991.19 for Various Capital Projects. City Manager. Introduction June 26, 2023, Public Hearing and Second Reading July 24, 2023.

Memorandum CC-23-172 as backup.

- [d.](#) Ordinance 23-44, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget to Fund Anticipated Maintenance to the Seawall by Establishing Authority in the FY24 Budget for Routine Maintenance to the Seawall. City Manager/Finance Director. Introduction June 26, 2023, Public Hearing and Second Reading July 24, 2023.

Memorandum CC-23-157 as backup.

- [e.](#) Ordinance 23-45, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget to Fund Anticipated Repairs or Maintenance to the United States Coast Guard Cutter (USCGC) Berth Space by Establishing Authority in the FY24 Budget for Routine Maintenance to the USCGC Berth Space. City Manager/Finance Director. Introduction June 26, 2023, Public Hearing and Second Reading July 24, 2023.

Memorandum CC-23-158 as backup.

- [f.](#) Ordinance 23-46, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Accepting and Appropriating a Sub-Recipient Grant from the University of Alaska Anchorage in the Amount of \$1,171,410 for the Kachemak Sponge Green Infrastructure Storm Water Treatment System. City Manager/Public Works Director. Introduction June 26, 2023, Public Hearing and Second Reading July 24, 2023.

**ORDINANCE(S)**

**CITY MANAGER'S REPORT**

- a. City Manager's Report.

**PENDING BUSINESS**

**NEW BUSINESS**

**RESOLUTIONS**

**COMMENTS OF THE AUDIENCE**

**COMMENTS OF THE CITY ATTORNEY**

**COMMENTS OF THE CITY CLERK**

**COMMENTS OF THE CITY MANAGER**

**COMMENTS OF THE MAYOR**

**COMMENTS OF THE CITY COUNCIL**

**ADJOURNMENT** Next Regular Meeting is Monday, August 14, 2023 at 6:00 p.m., Work Session 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 23-14 a Regular Meeting of the City Council of Homer, Alaska was called to order on June 26, 2023 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, LORD, VENUTI

**STAFF:** CITY MANAGER DUMOUCHEL  
CITY CLERK JACOBSEN  
FINANCE DIRECTOR WALTON  
PUBLIC WORKS DIRECTOR KEISER  
CHIEF TECHNOLOGY OFFICER JIRSA  
CITY ATTORNEY GATTI

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

Mayor Castner announced the supplemental materials: **PUBLIC HEARING(S)** Ordinance 23-23(A-3), An Ordinance of the City Council of Homer, Alaska Appropriating the Funds for the Fiscal Years 2024 and 2025 Capital Budget. City Manager. FY24/25 Budget Amendment Cover Sheet and Homer Accelerated Water & Sewer Program Budget Sheet; and Ordinance 23-21(S) An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Section 22.10.050 to Specify that Preliminary Plats Approved by the City Shall Include all Development Commitments made to the City, and that a Final Plat for the City of Homer Shall be an As-Built Survey. Davis/Erickson. **ANNOUNCEMENTS/PRESENTATIONS/REPORTS** Planning Commission Written report **CITY MANAGER’S REPORT** City Council Work Session Schedule.

ADERHOLD/VENUTI MOVED TO ADOPT THE AGENDA

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

**3. MAYORAL PROCLAMATIONS AND RECOGNITIONS**

3.A. Recognition of July as Parks and Recreation Month

3.B. Recognition of Homer Chamber of Commerce 4<sup>th</sup> of July Parade

**4. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA** (The public may comment for three minutes on agenda items not schedule for public hearing.)

Karin Marks commented on behalf of the Peony Celebration Task Force that in addition to the Homer Chamber of Commerce Parade July 4<sup>th</sup> parade the 4<sup>th</sup> annual Peony Celebration starts July 7<sup>th</sup> through the end of the month.

Jillian Rogers, Director of Homer the Animal Shelter, commented in support of Resolution 23-062 and shared her appreciation for Council's support. She shared that they had a nation site visit from SPCA and National Veterinarians last week and it exceptionally well, they were impressed with the facility and what the staff is doing at the shelter.

**5. RECONSIDERATION**

**6. CONSENT AGENDA** (Items listed below will be enacted by one motion. If 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 Council Member.)

- 6.A. Homer City Council Unapproved Special and Regular Meeting Minutes of June 12, 2023. City Clerk. Recommend adoption.
- 6.B. Reappointment of Charles Barnwell to the Homer Planning Commission. Mayor. Recommend approval.
- 6.C. Ordinance 23-41, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Appropriating \$600,000 from the Land Reserves to Purchase Tietjen Subdivision Tract D with the Intent of Developing the Parcel into the Site of the Future Public Works Campus. Venuti/Aderhold. Recommended dates Introduction June 26, 2023, Public Hearing and Second Reading July 24, 2023.
- 6.D. Ordinance 23-42, An Ordinance of the City Council of Homer, Alaska Amending the FY23 Capital Budget by Re-Appropriating the Second Tranche of American Rescue Plan Act (ARPA) Funds in the Amount of \$716,685.16 to the General Fund as Revenue Replacement. City Manager/Finance Director. Recommended dates Introduction June 26, 2023, Public Hearing and Second Reading July 24, 2023.
- 6.E. Ordinance 23-43, An Ordinance of the City Council of Homer, Alaska Amending the FY23 Capital Budget by Accepting and Appropriating the FY23 State of Alaska Community Assistance Program Payment in the Amount of \$204,991.19 for Various Capital Projects. City Manager. Recommended dates Introduction June 26, 2023, Public Hearing and Second Reading July 24, 2023.
- 6.F. Ordinance 23-44, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget to Fund Anticipated Maintenance to the Seawall by Establishing Authority in the FY24 Budget for Routine Maintenance to the Seawall. City

Manager/Finance Director. Recommended dates Introduction June 26, 2023, Public Hearing and Second Reading July 24, 2023.

- 6.G. Ordinance 23-45, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget to Fund Anticipated Repairs or Maintenance to the United States Coast Guard Cutter (USCGC) Berth Space by Establishing Authority in the FY24 Budget for Routine Maintenance to the USCGC Berth Space. City Manager/Finance Director. Recommended dates Introduction June 26, 2023, Public Hearing and Second Reading July 24, 2023.
  
- 6.H. Resolution 23-062, A Resolution of the City Council of Homer, Alaska Approving a Contract Amendment with Homer Animal Services, LLC which Integrates the Budgeted Increase for Animal Shelter Operations and Animal Control Services for the First Half of Fiscal Year 2024 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Recommend adoption.

Moved to Resolutions. Aderhold.

- 6.I. Resolution 23-063 A Resolution of the City Council of Homer, Alaska Approving a Five Year Sublease at the Homer Airport Terminal with Northern Pacific Airways, Inc. DBA Ravn Alaska, and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Recommend adoption.
  
- 6.J. Resolution 23-064 A Resolution of the City Council of Homer, Alaska Approving a Five Year Sublease at the Homer Airport Terminal with Kenai Aviation Operations LLC, and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Recommend adoption.
  
- 6.K. Resolution 23-065, A Resolution of the City Council of Homer, Alaska Approving a Five Year Sublease at the Homer Airport Terminal with Pioneer Car Rental, Inc., and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Recommend adoption.
  
- G.L. Resolution 23-066, A Resolution of the City Council of Homer, Alaska Approving a Contract with Kinney Engineering, LLC in the Amount of \$40,173 to provide Construction Inspection Services for the E. Bunnell Ave/Charles Way Water and Sewer Main Extension Projects. City Manager/Public Works Director. Recommend adoption.

6.H. Moved to Resolutions item A. Aderhold.

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

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

## **7. VISITORS**

- 7.A. Kenai Peninsula Economic Development District (KPEDD) Report – Tim Dillon, Executive Director (10 minutes)

KPEDD Executive Director Tim Dillon announced his upcoming retirement and that Cassidi Cameron will be stepping in as Executive Director on January 1. He provided an overview of the role of KPEDD, a private, non-government resource focused on the responsible and sustainable economic development for our region, and addressed their efforts in the work force “3-legged stool” that’s made up of housing, transportation, and childcare. He reviewed efforts related to the mariculture project KPEDD and other members received funding for. The project components include a revolving loan fund, governance, coordination and outreach, workforce development to support industry growth, research and development, marketing, green energy, equipment and technology, and SEC grant management and administration. He also provided an update on the Kenai Peninsula Broadband Task Force, efforts to promote marine trades in our schools, DOT outreach, the Community Economic Development Strategy (CEDS) update, and KPEDD’s successful federal review.

Mr. Dillon responded to questions from Council.

- 7.B. Homer Harbor Expansion Quarterly Report – Ronny McPherson, HDR (10 minutes)

Ronny McPherson presented on recent key events that have occurred regarding the Homer Harbor Expansion study including completion of the project charter, implementation of the project website, US Army Corps of Engineers (USACE) Design Charrette, and coastal modeling work. He reported USACE determined 14 alternatives from the design charrette and is conducting an internal review of the alternatives. Next steps include addressing alternative designs through a public process, and developing tentative select plans.

Mr. McPherson responded to questions from Council.

## **8. ANNOUNCEMENTS/PRESENTATIONS/REPORTS (5 minutes each)**

- 8.A. Work Session

City Manager Dumochel reported Council discussed the draft FY 24/25 Capital Budget.



8.B. Committee of the Whole

Council Member Aderhold reported Council discussed Resolution 23-062, that was pulled from the Consent Agenda to make minor edits, and Ordinance 23-21 regarding and 23-21(S) regarding preliminary plats.

8.B. Mayor's Report

Mayor Castner reported he met with Representative Vance and discussed the Governor's veto and politics surrounding educational funding. They also discussed Kachemak Drive in relation to navigating from the air terminals off Kachemak Drive over to the Homer Airport. It's a necessary transportation link for people coming from across the bay. They also discussed the need for long term parking lot for the terminals along Kachemak Drive.

8.C. Borough Report

Kenai Peninsula Borough Assembly Member Lane Chesley reported regarding the reduction of Borough Planning Commission seats from 14 to 9 seats and reviewed the map that was adopted. He also reported at their July 11<sup>th</sup> meeting the Assembly will be considering a Resolution to put a question to the voters whether to change the Borough Election Day from October November, the same day as State and Federal Elections.

There was discussion regarding the Planning Commission seats and Election scheduling.

8.D. Planning Commission

A written report was provided in the supplemental packet.

8.E. Economic Development Advisory Commission

Economic Development Advisory Commission Chair Karin Marks Karin reported on an upcoming joint work session with the Planning Commission to discuss Ordinance 23-40 regarding Conditional Use Permits. She thanked Tim Dillion for his report. As the City's representative to KPEDD she reported on KPEDD's regional partnerships and their assistance to a wide array of businesses and updating their website to provided consistent resources for entities to use.

8.F. Parks Art Recreation and Culture Advisory Commission

Parks Art Recreation and Culture Advisory Commissioner Leon Galbraith reported on the Commission's recent park walk through at Jack Gist and Bayview Parks and learned about proposed improvements to both parks. At their meeting the Commission discussed concerns with the new subdivision near Jack Gist Parks and the road connection that will be put through eventually. They

talked about traffic calming measures that could help drivers refrain from traveling through at high speeds. They learned about water and sewer upgrades in the Charles Way and Bunnell Area and hope bathrooms will be prioritized at Bishops Beach. Lastly they supported the de-accession of the concrete art sculpture at the base of the Poopdeck Trail on Hazel.

8.G. Library Advisory Board

8.E. Port & Harbor Advisory Commission

**9. PUBLIC HEARING(S)**

9.A. Ordinance 23-23(A-3), An Ordinance of the City Council of Homer, Alaska Appropriating the Funds for the Fiscal Years 2024 and 2025 Capital Budget. City Manager. Introduction April 24, 2023, Public Hearing May 8 and May 22, 2023, Postponed to June 12 and June 26, 2023, Second Reading June 26, 2023.

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

Mayor Castner opened the floor to amendments.

ADERHOLD/VENUTI MOVED TO ADD \$20,000 TO THE CAPITAL BUDGET FROM HART TRAILS FOR A PEST MANAGEMENT CONTRACT.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

ADERHOLD/VENUTI MOVED TO AMEND THE CAPITAL BUDGET BY ADDING \$23,000 FROM GENERAL FUND CARMA FOR LIVE SCAN FINGER PRINTING MACHINE REPLACEMENT.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

ADERHOLD/VENUTI MOVED TO AMEND GENERAL FUND FLEET CARMA BY ADDING \$105,000 FOR MEDIC ONE REPLACEMENT ADDITIONAL FUNDING.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

ADERHOLD/VENUTI MOVED TO AMEND THE CAPITAL BUDGET BY ADDING \$16,268.78 FOR BALLISTIC SHIELDS FROM THE GENERAL FUND SEIZED ASSETS ACCOUNT.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Council Member Aderhold clarified all of the amendments are for FY24.

ADERHOLD/VENUTI MOVED TO AMEND THE CAPITAL BUDGET BY ADDING \$55,000 FROM HART ROADS FOR FY24 FOR A PATH ON ADAMS LANE.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 23-23(A-3) AS AMENDED BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Council Member Erickson expressed her objection to funding the Comprehensive Plan in the capital budget based on cost, because the spit wasn't part of the plan, and based on comments she received from citizens who are uncomfortable with the amount of money. She proposed a lower amount that she felt would accomplish what's needed that was shut down, and she needs to represent those, who like her, have issues with the price tag. She supports the rest of the Capital Budget.

Council Member Aderhold commented to confirm the Spit is part of the City and will be included in the Comprehensive Plan, and explained the roles of the contractor who will facilitate the process of public input and developing the plan.

Mayor Castner added the Comprehensive Plan is aspirational and a problem is how to take aspirations and turn them in to laws.

Council Member Lord commented regarding benefits of using a third party facilitator for projects and listed several times it's been done in the recent past. She also acknowledged administrations concept of bringing forth tying the Comprehensive Plan re-write along with a regulatory overhaul, to bring the two together.

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

Motion carried.

- 9.B. Ordinance 23-39, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Chapters 2.40 Department of Port and Harbor, 2.64 Port and Harbor Advisory Commission, and 10.04 General Port and Harbor Provisions Updating References to Port Director and Harbormaster, and Commissioner Absences. City Manager/Port Director. Introduction June 12, 2023, Public Hearing and Second Reading June 26, 2023.

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

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 23-39 BY READING OF TITLE ONLY.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- 9.C. Ordinance 23-21, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Section 22.10.050 to Specify that Preliminary Plats Approved by the City Shall Include all Development Commitments made to the City, and that a Final Plat for the City of Homer Shall be an As-Built Survey. Davis/Erickson. Introduction April 10, 2023 and Refer to Planning Commission, Public Hearing and Second Reading June 26, 2023.

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

DAVIS/ERICKSON MOVED TO ADOPT ORDINANCE 23-21 BY READING OF TITLE ONLY.

ERICKSON/DAVIS MOVED TO SUBSTITUTE ORDINANCE 23-21(S) FOR 23-21.

Council Member Davis explained this wasn't scheduled on the Planning Commission's agenda as directed by Council, due to an oversight during the transition of staff. He and Council Member Erickson

met with the City Planner today and got insights on an effective way to move forward with this ordinance. The substitute seems to represent a good way of doing that. It will need to be referred to the Planning Commission and he looks forward to their input and potential amendments.

VOTE (substitution): VOTE: NON OBJECTION: UNANIMOUS CONSENT.

DAVIS/ERICKSON MOVED TO AMEND TO STRIKE THE LAST TWO LINES OF THE TITLE.

Council Member Davis noted this language was inadvertently kept language that was taken out in the substitute.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

DAVIS/ADERHOLD MOVED TO AMEND TO STRIKE THE WORD EITHER IN LINE 53.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

ERICKSON/DAVIS MOVED TO REFER ORDINANCE 23-21(S) TO THE PLANNING COMMISSION AND SCHEDULE PUBLIC HEARING AND SECOND READING PREFERABLY BY THE 2<sup>ND</sup> MEETING IN AUGUST.

There was no discussion.

VOTE (postponement): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

## **10. ORDINANCE(S)**

- 10.A. Ordinance 23-46, An Ordinance of the City Council of Homer, Alaska Amending the FY24/25 Capital Budget by Accepting and Appropriating a Sub-recipient Grant from the University of Alaska Anchorage in the Amount of \$1,171,410 for the Kachemak Sponge Green Infrastructure Storm Water Treatment System. City Manager/Public Works Director. Recommended dates Introduction June 26, 2023, Public Hearing and Second Reading July 24, 2023.

ADERHOLD/VENUTI MOVED TO INTRODUCE ORDINANCE 23-46 BY READING OF TITLE ONLY.

There was discussion regarding the many provisions and the timelines included in the grant documents. City Manager Dumouchel noted staff has been working through the paperwork and will continue to do so and report any addition information at the next meeting. City Attorney Gatti confirmed he will be reviewing the grant documents as well.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

**11. CITY MANAGER'S REPORT**

11.A. City Manager's Report

City Manager Dumouchel reported regarding property tax and sales tax revenues to the City, Ryan Foster accepting the City Planner position with the City, and special events and food truck programs.

**12. PENDING BUSINESS**

**13. NEW BUSINESS**

**14. RESOLUTIONS**

14.A. Resolution 23-062, A Resolution of the City Council of Homer, Alaska Approving a Contract Amendment with Homer Animal Services, LLC which Integrates the Budgeted Increase for Animal Shelter Operations and Animal Control Services for the First Half of Fiscal Year 2024 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager.

ADERHOLD/VENUTI MOVED TO ADOPT RESOLUTION 23-062 BY READING OF TITLE ONLY.

ADERHOLD/VENUTI MOVED TO AMEND LINE 27 ADD WAS APPROVED VIAL RESOLUTION 23-004.

There was no discussion.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

There was no further discussion

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

Motion carried.

**15. COMMENTS OF THE AUDIENCE** (The public may comment for three minutes on any topic.)

Jan Knutson, Homer Chamber of Commerce Visitor Center Director, shared regarding the upcoming July 4<sup>th</sup> parade and the Peony Celebration happening throughout July.

**16. COMMENTS OF THE CITY ATTORNEY**

City Attorney Gatti had no comments.

**17. COMMENTS OF THE CITY CLERK**

City Clerk Jacobsen announced an opening on the Planning Commission.

**18. COMMENTS OF THE CITY MANAGER**

City Manager Dumouchel had no comments.

**19. COMMENTS OF THE MAYOR**

Mayor Castner wished everyone a happy and safe July 4<sup>th</sup>.

**20. COMMENTS OF THE CITY COUNCIL**

Council Member Venuti congratulated Charlie Barnwell for his reappointment to the Planning Commission and thanked all the volunteers who serve. She congratulated to Homer High School graduates who are planning weddings in July. She shared her love of the new banners on Pioneer Avenue and her disappointment with the Governor's cuts to education in the state budget. She hopes they have a special session to address the State's responsibility for education. She wished everyone happy July 4<sup>th</sup>.

Council Member Lord hopes everyone has a safe and enjoyable holiday. She expressed her appreciation for EMS and all they do, and shared regarding a recent experience that required EMS response. She was proud of our responders.

Council Member Aderhold agreed the banners on Pioneer Avenue are lovely. She shared regarding Solstice events, specifically the dedication of Argent Kvasnikoff's sculpture Tuyanitun : Tuggeht at

Bishop’s Beach Park. The artist wants to donate his concept drawing to the City and she’ll work with the City for that process.

Council Member Davis thanked Jan Knutsen for her report and added that people who sign up for a peony farm tour will be culminating at the meadery on Main Street that will be offering two varieties of peony mead.

Council Member Erickson remembered Gert Seekins who recently passed away and shared about all Gert did to promote tourism in Homer. She recognized a successful Homer Little League season, and reminded listeners to be safe on the road this week.

Council Member Hansen appreciates the Chamber events and shared about her volunteering at Concert on the Lawn. She appreciates Council’s support for the animal shelter, they deserve every penny they receive and more.

Mayor Castner added Gert Seekins filled the room when she walked in. She leaves an empty spot in the fabric of our community.

**21. ADJOURN**

There being no further business to come before the Council Mayor Castner adjourned the meeting at 7:58 p.m. The next Regular Meeting is Monday, July 24, 2023 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.

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Melissa Jacobsen, MMC, City Clerk

Approved: \_\_\_\_\_





# MEMORANDUM

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## Re-appointment of Joyanna Geisler to the ADA Advisory Board and David Schneider to the Planning Commission.

**Item Type:** Action Memorandum  
**Prepared For:** Homer City Council  
**Date:** July 19, 2023  
**From:** Mayor Castner

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Joyanna Geisler is re-appointed to the ADA Advisory Board for a term to expire August 31, 2026.

David Schneider is appointed to the Planning Commission to fill the seat vacated by Richard Chiaponne for a term to expire July 1, 2026.

### Recommendation:

Confirm the re-appointment of Joyanna Geisler to the ADA Advisory Board and the appointment of David Schneider to the Planning Commission.

### Attachments:

Joyanna Geisler Re-appointment Application  
David Schneider Appointment Application  
Lyndee Weaver Appointment Application



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

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

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

## Applicant Information

Full Name: Joyanna Geisler

Physical Address Where you Claim Residency: 2315 Mt. Augustine Dr.

Mailing Address: Box 1649

City: Homer State: AK Zip: 99603

Phone Number(s): 907-235-7911 (Work) 907-399-1216 (cell/text)

Email: ilc@xyz.net or director@peninsulailc.org

## Advisory Body You Are Requesting Reappointment To

- Planning Commission
- Parks, Art, Recreation & Culture Advisory Commission
- Port & Harbor Advisory Commission
- Economic Development Advisory Commission
- Library Advisory Board
- ADA Advisory Board
- Other – Please Indicate \_\_\_\_\_

## Please Answer the Following

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

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

Has your residency changed since your last appointment?  Yes  No

How long have you served on this advisory body? 6 years?

## Background Information

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

I am Executive Director of the Independent Living Center (ILC), providing services to people and families with disabilities. ILC incorporated as a non profit in Homer in 1991 and now has three additional offices located in Soldotna, Seward and Kodiak. I am on the Statewide Independent Living Council of Alaska and represent all four Center's for Independent Living (CILs) in Alaska on this Board.

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

I am interested to see the completion of the Transition Plans for the City of Homer and look forward to seeing progress on the issues outlined in the Transition Plans. I appreciate the ability to advocate for Capital Improvement Projects for the City as it relates to inclusion and removal of barriers faced by individuals and families with disabilities. I hope to continue to work with the ADA Advisory Board to help make the City of Homer a model City for ADA compliance.

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

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

#### Submission information

Form: [Application for Appointment to an Advisory Body](#) <sup>[1]</sup>

Submitted by Visitor (not verified)

Wed, 07/12/2023 - 2:36pm

216.67.39.167

#### Applicant Information

**Full Name**

David W. Schneider

**Physical Address Where you Claim Residency**

606 Hidden Way, Homer, AK

**Mailing Address**

PO Box 424, Homer, AK

**Phone Number(s)**

907-235-8984, 907-399-8924

**Email**

david.schneider.ea@gmail.com

**Advisory Bodies**

Planning Commission – Meetings held on the 1st and 3rd Wednesday of each month at 6:30 p.m. and Worksessions at 5:30 p.m. prior to each meeting. No first meeting in July or second meetings in November and December.

#### Residency

**Are you a City Resident?** Yes

**If yes, how long have you been a City Resident?** 34 years

**How long have you been a resident of the South Peninsula Area?** 48 years

#### Background Information

**Have you ever served on a similar advisory body?**

If so please list when, where, and how long:

No

**Other memberships**

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

**Special Training & Education**

Please list any special training, education, or background you may have which is related to your selection(s):

**Why are you interested in serving on the selected Advisory Body?**

Please briefly state why you are interested in serving on the advisory body selected. This may include information on future goals or projects you wish to see accomplished or any additional information that may assist the Mayor in the decision making process.

I do not have an agenda beyond the desire to participate in the public process and keeping Homer a quality community.

**For Planning Commission Only: Have you ever developed real property other than a personal residence?**

If yes, briefly explain:

No

**Source URL:**<https://www.cityofhomer-ak.gov/node/9051/submission/50983>

**Links**

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

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

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

#### Submission information

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

Submitted by Visitor (not verified)

Fri, 06/16/2023 - 11:33am

146.71.67.89

#### Applicant Information

**Full Name**

Lyndee Weaver

**Physical Address Where you Claim Residency**

1170 Eric Lane, Homer, Alaska 99603

**Mailing Address**

1170 Eric Lane, Homer, Alaska 99603

**Phone Number(s)**

5405536312

**Email**

lyndeeweaver@gmail.com

**Advisory Bodies**

Planning Commission – Meetings held on the 1st and 3rd Wednesday of each month at 6:30 p.m. and Worksessions at 5:30 p.m. prior to each meeting. No first meeting in July or second meetings in November and December.

#### Residency

**Are you a City Resident?** Yes

**If yes, how long have you been a City Resident?** 2 months

**How long have you been a resident of the South Peninsula Area?** 2 months

#### Background Information

**Have you ever served on a similar advisory body?**

No, I have not. But I have attended multiple planning commission meetings in Boone, North

Carolina in 2015 and 2016.

### **Other memberships**

I am a member of the Urban and Regional Information Systems Association (URISA), Women in GIS, and ESRI Young Professionals Network.

### **Special Training & Education**

I received my B.A. in Public and Urban Affairs (within the Urban Affairs and Planning Department) and minor in GIS from Virginia Tech in 2019.

I've been a GIS Analyst in the professional sphere for 6 years and am currently employed by a global consulting company. I focus on hazard mitigation, planning, climate resilience, environmental consulting, cartography, floodplain management, data mining and analysis, disaster management, drone piloting, surveying, energy security, database management, and bathymetry. Some of my clients are and have been FEMA, EPA, Army Corps of Engineers, SAMHSA, USDOT, North Carolina DOT, Ohio DOT, the states of New York, Rhode Island, Pennsylvania, and Florida, various regional and local governments, and various scientific researchers.

From 2017 to present, I have worked on over 30 plans including local, regional, and state hazard mitigation plans, comprehensive plans, resilience plans, local mitigation strategies, housing plans, floodplain management plans, and state energy security plans. I work with planners daily and am a subject matter expert in the use of GIS for planning purposes. I have been trained in the use of FEMA's Hazus software at the Emergency Management Institute.

### **Why are you interested in serving on the selected Advisory Body?**

I want to be more involved in my new community and help to make a positive impact on constituent's lives. I have a large interest in planning projects and am committed to being a lifetime learner. I hope to bring a different perspective and also learn from my peers.

### **For Planning Commission Only: Have you ever developed real property other than a personal residence?**

No, I have not.

**Source URL:** <https://www.cityofhomer-ak.gov/node/9051/submission/50866>

### **Links**

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



# MEMORANDUM

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**Resolution 23-067 A Resolution of the City Council of Homer, Alaska Approving a Task Order to RESPEC Consulting, LLC in an Amount not to Exceed \$17,445 to Provide a Final Design for an ADA Compliant Family Restroom at the Homer Airport Terminal and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director.**

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor Castner and Homer City Council  
**Date:** July 13, 2023  
**From:** Janette Keiser, PE, Public Works Director/City Engineer  
**Through:** Rob Dumouchel, City Manager

---

**I. Issue:** The purpose of this Memorandum is to request authorization to award a contract to design an ADA-compliant family restroom at the Airport Terminal.

**II. Background:**

The FY24 Capital Budget includes \$50,000 for the development of an ADA-compliant family restroom at the Airport Terminal. Last December, we commissioned RESPEC Company LLC to provide a schematic design, approximately 35% complete, for a new restroom. The purpose of this effort, at a cost of \$6,230, was to identify any spatial, technical and regulatory constraints. RESPEC concluded that the existing HVAC and electrical infrastructure could accommodate a new restroom. However, while this was a relatively simple improvement to construct, a full design sealed by a professional engineer and approved by the State Fire Marshall, was required. RESPEC submitted a proposal to provide a 100% design for the Not to Exceed cost of \$17,445.

Once we receive Fire Marshall approval, we intend to build the restroom with in-house forces. We believe this will give us the most cost-effective result, considering the project's small scale.

**III. Recommendation:** That the City Council authorize issuance of a Task Order to RESPEC in the Not to Exceed amount of \$17,445, to develop a design package for the ADA-compliant family restroom at the Homer Airport Terminal.

**Recommendation:** Adopt Resolution 23-067





# CITY OF HOMER: AIRPORT ADA RESTROOM HOMER, ALASKA

The City of Homer (CITY) has requested that RESPEC Company, LLC (ENGINEER) and 11.17 Design Studio provide architectural and engineering services to design an ADA restroom addition for the Homer Airport.

## 1.0 ARCHITECTURAL AND ENGINEERING REQUIREMENTS

Upon this Agreement becoming effective, the ENGINEER shall perform the tasks:

- / 35% Schematic Design
  - » Design Narrative
  - » Conceptual Floor Plan
- / 95% Construction Documents
  - » Design Narrative
  - » Architectural Drawings
  - » Mechanical Drawings
  - » Electrical Drawings
- / 100% Construction Documents / Permitting Set
  - » Design Narrative
  - » Stamped Architectural Drawings
  - » Stamped Mechanical Drawings
  - » Stamped Electrical Drawings

### 1.1 35% SCHEMATIC DESIGN

- / Architectural
  - » Review record drawings and photos of the site to determine existing conditions.
  - » Review local codes and applicability.
  - » Provide concept floor plan for the addition.
  - » Develop design narrative with architectural scope of work and requirements.
- / Electrical
  - » Review record drawings and photos of the site to determine existing conditions. Confirm existing electrical panels (and electrical service) have adequate capacity to support renovation and determine other systems present within project area.
    - Power: Review historical utility service information and evaluate loads connected to the existing panels serving the project area. Record drawings and site photos should be adequate to determine the existing loads on the

individual panels. If there are unknown loads connected to the existing panel(s), a 30-day metering of the panel will be required to confirm there is capacity to support the modifications. Confirm no changes to the existing electrical service based on record utility information (electrical load data for building).

- » Review local codes and applicability.
- » Perform preliminary lighting calculations to determine basis-of-design for new lighting fixtures.
- » Develop design narrative with electrical scope of work, requirements, and proposed equipment.

**/ Mechanical**

- » Review record drawings and photos of the site to determine existing conditions. Confirm existing plumbing, heating, and ventilation equipment and systems to determine areas of potential conflicts with the routing and design of the renovation scope.
- » Review codes and local amendments
- » Perform preliminary plumbing calculations to determine if the existing infrastructure can support the additional plumbing fixtures
- » Perform preliminary heating and ventilation calculations to determine if acceptable occupant comfort and code-required ventilation are achievable.
- » Develop a design narrative with the mechanical scope of work, requirements, proposed equipment, and modifications to existing comfort systems.

**1.2 95% PRE-FINAL DESIGN**

- / Architectural and engineering disciplines shall update the design based on comments received from 35% schematic design and further develop toward construction documents.**
  - » Design Narrative
  - » Design Drawings (Demo/Construction plans, Schedules, and Details)
  - » Specifications (sheet specifications on the drawings)
- / Issue 95% Pre-Final Design for Client review.**

**1.3 100% CONSTRUCTION DOCUMENTS**

- / Architectural and engineering disciplines shall update the design based on comments received from 95% pre-final design and further develop toward construction documents.**
- / Finalize design and issue signed 100% Construction Documents for permitting.**

## 2.0 ASSUMPTIONS

1. The proposed scope does not include:
  - » Electrical
    - Modification to existing electrical service and distribution equipment.
    - New communications work. Existing systems will be removed or relocated as required to support modifications.
  - » Mechanical
    - Modification to the existing heating systems
    - A redesign of air distribution system.
2. Fire Alarm System and Fire Protection modifications to be designed and provided by others.
3. Demo and revised (new) plan drawings.

## 3.0 CITY RESPONSIBILITIES

4. Provide record drawings for the Homer Airport - **Completed**
5. Provide access to Homer Airport mechanical and electrical rooms.

## 4.0 SCHEDULE

The preliminary tentative schedule for the project is as follows pending coordination with the CITY:

/ Official Notice to Proceed	December 13, 2022
/ 35% Schematic Design	January 13, 2023
/ 95% Pre-Final Design	February 10, 2023
/ 100% Construction Documents	March 3, 2023

## 5.0 METHOD OF PAYMENT

The Consultant will perform the services on a time and expenses not-to-exceed basis for \$23,675. See attachment for additional information.

## END OF STATEMENT OF SERVICES



Phase	Project Management	Mechanical	Electrical	Design Studio 11.17	Subconsultant Markup	Total
1 #410 - Schematic Design (35%)	\$1,155.00	\$2,305.00	\$1,670.00	\$1,000.00	\$100.00	\$6,230.00
2 #430 - Pre-Final Design (95%)	\$825.00	\$5,220.00	\$4,440.00	\$2,000.00	\$200.00	\$12,685.00
3 #440 - Construction Documents (100%)	\$825.00	\$1,595.00	\$1,790.00	\$500.00	\$50.00	\$4,760.00
<b>Subtotal</b>	<b>\$2,805.00</b>	<b>\$9,120.00</b>	<b>\$7,900.00</b>	<b>\$3,500.00</b>	<b>\$350.00</b>	<b>\$23,675.00</b>
<b>Total</b>						<b>\$23,675.00</b>



**Phase**

**#410 - Schematic Design  
(35%)**

	Lead Eng	Hourly Subtotal	Cost
<b>Billing Rate</b>	<b>\$165.00</b>		
<b>Task</b>		<b>0</b>	<b>\$0.00</b>
Design Narrative	2	2	\$330.00
Misc Correspondance	1	1	\$165.00
Site Visit Mech and Elec Leads	2	2	\$330.00
Compile, Review and Submit Deliverable	1	1	\$165.00
Review Schematic Design with City of Homer	1	1	\$165.00
<b>Hourly Subtotal</b>	<b>7</b>	<b>7</b>	
<b>Phase Cost</b>	<b>\$1,155.00</b>		<b>\$1,155.00</b>

**Phase**

**#430 - Pre-Final Design  
(95%)**

	Lead Eng	Hourly Subtotal	Cost
<b>Billing Rate</b>	<b>\$165.00</b>		
<b>Task</b>		<b>0</b>	<b>\$0.00</b>
Adjudicate Client Comments	2	2	\$330.00
Misc Correspondance	1	1	\$165.00
Compile, Review and Submit Deliverable	1	1	\$165.00
Review Pre-Final Design with City of Homer	1	1	\$165.00
<b>Hourly Subtotal</b>	<b>5</b>	<b>5</b>	
<b>Phase Cost</b>	<b>\$825.00</b>		<b>\$825.00</b>



Phase

#440 - Construction Documents (100%)

	Lead Eng	Hourly Subtotal	Cost
<b>Billing Rate</b>	<b>\$165.00</b>		
<b>Task</b>		<b>0</b>	<b>\$0.00</b>
Adjudicate Client Comments	2	2	\$330.00
Misc Correspondance	1	1	\$165.00
Compile, Review and Submit Deliverable	1	1	\$165.00
Review Final Design with City of Homer	1	1	\$165.00
<b>Hourly Subtotal</b>	<b>5</b>	<b>5</b>	
<b>Phase Cost</b>	<b>\$825.00</b>		<b>\$825.00</b>

<b>Project Management Hours</b>	<b>17</b>	<b>17</b>	
<b>Project Management Cost</b>	<b>\$2,805.00</b>		<b>\$2,805.00</b>



**Phase**

**#410 - Schematic Design  
(35%)**

	Senior Mech Eng	Staff Mech Eng	Lead Eng Tech	Hourly Subtotal	Cost
<b>Billing Rate</b>	\$180.00	\$155.00	\$110.00		
<b>Task</b>				<b>0</b>	<b>\$0.00</b>
Review Record Information, Reference material		2		2	\$310.00
General Correspondence; Coordination & Meetings		2	1	3	\$420.00
Prelim Plumbing and Ventilation Calcs, Review Codes, Equipment Selections		4		4	\$620.00
Design Analysis, Narrative		4		4	\$620.00
				0	\$0.00
QA/QC	1	1		2	\$335.00
<b>Hourly Subtotal</b>	<b>1</b>	<b>13</b>	<b>1</b>	<b>15</b>	
<b>Cost</b>	<b>\$180.00</b>	<b>\$2,015.00</b>	<b>\$110.00</b>		<b>\$2,305.00</b>

**Phase**

**#430 - Pre-Final Design  
(95%)**

	Senior Mech Eng	Staff Mech Eng	Lead Eng Tech	Hourly Subtotal	Cost
<b>Billing Rate</b>	\$180.00	\$155.00	\$110.00		
<b>Task</b>				<b>0</b>	<b>\$0.00</b>
General Correspondence; Coordination & Meetings		2	1	3	\$420.00
Design Analysis, Narrative		0		0	\$0.00
Demolition Drawings		1	2	3	\$375.00
Drawings - Plumbing		4	4	8	\$1,060.00
Drawings - Heating		1	1	2	\$265.00
Drawings - Ventilation		2	1	3	\$420.00
Drawings - Legend, Details, Diagrams, and Schedules		3	3	6	\$795.00
Specifications (Sheet specs)		4	2	6	\$840.00
Equipment Selection and Calculations verifications		2		2	\$310.00
				0	\$0.00
QA/QC	2	1	2	5	\$735.00
<b>Hourly Subtotal</b>	<b>2</b>	<b>20</b>	<b>16</b>	<b>38</b>	
<b>Cost</b>	<b>\$360.00</b>	<b>\$3,100.00</b>	<b>\$1,760.00</b>		<b>\$5,220.00</b>



Phase

**#440 - Construction Documents (100%)**

	Senior Mech Eng	Staff Mech Eng	Lead Eng Tech	Hourly Subtotal	Cost
<b>Billing Rate</b>	\$180.00	\$155.00	\$110.00		
<b>Task</b>				<b>0</b>	<b>\$0.00</b>
Address and review client comments		4	1	5	\$730.00
General Correspondence; Coordination & Meetings		2	1	3	\$420.00
				0	\$0.00
QA/QC	1	1	1	3	\$445.00
<b>Hourly Subtotal</b>	<b>1</b>	<b>7</b>	<b>3</b>	<b>11</b>	
<b>Cost</b>	<b>\$180.00</b>	<b>\$1,085.00</b>	<b>\$330.00</b>		<b>\$1,595.00</b>

<b>Mechanical Hours</b>	<b>4</b>	<b>40</b>	<b>20</b>	<b>64</b>	
<b>Mechanical Cost</b>	<b>\$720.00</b>	<b>\$6,200.00</b>	<b>\$2,200.00</b>		<b>\$9,120.00</b>





Phase	1					
<b>#410 - Schematic Design (35%)</b>	Principal Elec. Eng	Lead Elec. Eng	Staff Elec. Eng	Lead Eng Tech	Hourly Subtotal	Cost
<b>Billing Rate</b>	\$250.00	\$185.00	\$135.00	\$110.00		
<b>Task</b>					<b>0</b>	<b>\$0.00</b>
Review Record Information, Reference material			2		2	\$270.00
General Correspondence; Coordination & Meetings			2		2	\$270.00
Prelim Power & Lighting Calcs, Review Codes, Equipment			2		2	\$270.00
Design Analysis, Narrative			4		4	\$540.00
					0	\$0.00
QA/QC		1	1		2	\$320.00
<b>Hourly Subtotal</b>	<b>0</b>	<b>1</b>	<b>11</b>	<b>0</b>	<b>12</b>	
<b>Cost</b>	<b>\$0.00</b>	<b>\$185.00</b>	<b>\$1,485.00</b>	<b>\$0.00</b>		<b>\$1,670.00</b>

Phase	2					
<b>#430 - Pre-Final Design (95%)</b>	Principal Elec. Eng	Lead Elec. Eng	Staff Elec. Eng	Lead Eng Tech	Hourly Subtotal	Cost
<b>Billing Rate</b>	\$250.00	\$185.00	\$135.00	\$110.00		
<b>Task</b>					<b>0</b>	<b>\$0.00</b>
General Correspondence; Coordination & Meetings			2	1	3	\$380.00
Design Analysis, Narrative			2		2	\$270.00
Demolition Drawings			2	1	3	\$380.00
Drawings - Power, Lighting, Telecom/Data			5	4	9	\$1,115.00
Drawings - Legend, Details, Diagrams, and Schedules			3	2	5	\$625.00
Specifications (Sheet specs)			4	1	5	\$650.00
Power, Lighting Calculations			2		2	\$270.00
QA/QC		2	2	1	5	\$750.00
<b>Hourly Subtotal</b>	<b>0</b>	<b>2</b>	<b>22</b>	<b>10</b>	<b>34</b>	
<b>Cost</b>	<b>\$0.00</b>	<b>\$370.00</b>	<b>\$2,970.00</b>	<b>\$1,100.00</b>		<b>\$4,440.00</b>



Phase	3					
#440 - Construction Documents (100%)	Principal Elec. Eng	Lead Elec. Eng	Staff Elec. Eng	Lead Eng Tech	Hourly Subtotal	Cost
<b>Billing Rate</b>	\$250.00	\$185.00	\$135.00	\$110.00		
<b>Task</b>					<b>0</b>	<b>\$0.00</b>
Address review &/or client comments			2	1	<b>3</b>	<b>\$380.00</b>
General Correspondence; Coordination & Meetings			1		<b>1</b>	<b>\$135.00</b>
Demolition Drawings			1	1	<b>2</b>	<b>\$245.00</b>
Drawings - Power, Lighting, Telecom/Data			1	1	<b>2</b>	<b>\$245.00</b>
Drawings - Legend, Details, Diagrams, and Schedules			1	1	<b>2</b>	<b>\$245.00</b>
Specifications (Sheet specs)			0		<b>0</b>	<b>\$0.00</b>
Power, Lighting Calculations					<b>0</b>	<b>\$0.00</b>
QA/QC		1	1	1	<b>3</b>	<b>\$430.00</b>
<b>Hourly Subtotal</b>	<b>0</b>	<b>1</b>	<b>7</b>	<b>6</b>	<b>14</b>	
<b>Cost</b>	<b>\$0.00</b>	<b>\$185.00</b>	<b>\$945.00</b>	<b>\$660.00</b>		<b>\$1,790.00</b>

<b>Electrical Hours</b>	<b>0</b>	<b>4</b>	<b>40</b>	<b>16</b>	<b>60</b>	
<b>Electrical Cost</b>	<b>\$0.00</b>	<b>\$740.00</b>	<b>\$5,400.00</b>	<b>\$1,760.00</b>		<b>\$7,900.00</b>

**CITY OF HOMER  
HOMER, ALASKA**

City Manager/  
Public Works Director

**RESOLUTION 23-067**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, APPROVING A TASK ORDER TO RESPEC CONSULTING LLC IN THE NOT TO EXCEED AMOUNT OF \$17,445 TO PROVIDE A FINAL DESIGN FOR AN ADA-COMPLIANT FAMILY RESTROOM AT THE HOMER AIRPORT TERMINAL AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE THE APPROPRIATE DOCUMENTS.

WHEREAS, The FY24 Capital Budget includes \$50,000 for the development of an ADA-compliant family restroom at the Airport Terminal; and

WHEREAS, In December 2022, the City commissioned RESPEC Company LLC (RESPEC) to provide a schematic design for the purpose of identifying any spatial, technical and regulatory constraints related to said restroom; and

WHEREAS, RESPEC concluded that the existing HVAC and electrical infrastructure could accommodate a new restroom; but a full design sealed by a professional engineer and approved by the State Fire Marshall, was required; and

WHEREAS, RESPEC submitted a proposal to provide a 100% design for the Not to exceed cost of \$17,445.

NOW THEREFORE BE IT RESOLVED that the Homer City Council hereby approves a task order to RESPEC, in the Not to Exceed amount of \$17,445 to prepare a complete design for the ADA-compliant family restroom at the Homer Airport Terminal and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents.

PASSED AND ADOPTED by the Homer City Council this 24<sup>th</sup> day of July, 2023.

CITY OF HOMER

\_\_\_\_\_  
KEN CASTNER, MAYOR

ATTEST:

\_\_\_\_\_  
MELISSA JACOBSEN, MMC, CITY CLERK

45 Fiscal Note: FY24 Capital Budget



# MEMORANDUM

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## Resolutions 23-068, 23-069, 23-070, and 23-071

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor Castner and Homer City Council  
**Date:** July 13, 2023  
**From:** Janette Keiser, PE, Public Works Director/City Engineer  
**Through:** Rob Dumouchel, City Manager

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**Issue:** The purpose of this Memorandum is to update the Council on the Ohlson Lane/Bunnell Avenue Pavement Restoration Project and recommend new strategies.

**Background:** One of the projects in the Pavement Restoration Program established by Ordinance 22-26 was the Ohlson Lane/Bunnell Avenue Project. Resolution 22-052 authorized issuance of a Task Order, in the not to exceed amount of \$55,518, to Nelson Engineering to design the project. In the course of the design work, we learned that Ohlson Lane and Bunnell Avenue have an old 8" cast iron water distribution line, which is subject to cracking and should be replaced before the roads are repaved. The estimated cost for the water line replacement is \$540,000, as a stand-alone project. We submitted a Questionnaire for an Alaska Department of Environmental (ADEC) State Revolving Loan (SRF) for the water line replacement. The project is now listed on the ADEC's Intended Use Plan for SRF Drinking Water monies in the amount of \$491,400. Further, we've been offered a Principal Forgiveness Subsidy in the amount of \$491,400. The remaining costs will be requested from the Water CARMA Fund at later date.

Also, in the course of the design work, we learned that more comprehensive storm drain improvements are needed to address long-standing problems on Bunnell Avenue. The estimated cost is \$324,491 as a stand-alone project. Storm drain projects qualify for ADEC SRF Clean Water monies, so we submitted a Questionnaire for this project as well. This project is now listed on the ADEC's Intended Use Plan in the amount of \$324,000. Further, we've been offered a Principal Forgiveness Subsidy in the amount of \$324,000.

The ADEC's Intended Use Plan is good for three years, after which the City must re-apply for eligibility and there is no guarantee we will be offered new subsidies. In order to lock in the subsidies, we must apply for the loans.

The City needs to decide how it wants to proceed. We recommend moving forward with the road project by adding the water line replacement component and the upgraded storm drain improvements. This will give us a fully-functional road system, with a rehabilitated road bed, new pavement, a sidewalk on the south side of the road, a new water line and comprehensive storm water improvements. The cost estimates for the three elements of the project were developed as if each project were built separately. It is highly likely we will achieve some economies of scale if we build all three elements at the same time; for example, we will only need to pay for one SWPPP plan, one traffic control plan, one set of mobilization costs, etc. The estimated total cost of the entire project are:

<b>Component of Project</b>	<b>Funding Source</b>	<b>Est. Cost</b>	<b>Subsidy</b>
• Road restoration project	HART Road	\$1,171,292	\$0
• Storm drain improvements	HART Road	\$ 342,491	\$324,000
• Water line replacement	Water CARMA	<u>\$ 540,000</u>	\$491,400
	Total Project Cost	\$2,053,783	

The design for the road work was funded, a contract was issued to Nelson Engineering and the work is almost complete. That contract did not include design of a water line. Nelson’s proposal to design the water line is estimated to be \$55,867. The contract did include most of the storm water work, but some additional effort is necessary. Nelson’s proposal to provide this additional effort is estimated to be \$11,634. Both costs will be covered by the ADEC Principal Forgiveness Subsidies. The FY24 Capital Project includes \$90,000 design work related to Ohlson Lane/Bunnell Avenue.

**RECOMMENDATIONS:**

That the City Council adopt Resolutions authorizing the City Manager to apply for ADEC SRF loan funds, in order to lock in Principal Forgiveness Subsidies:

Ohlson Lane/Bunnell Avenue Water Line Replacement	\$491,400
Ohlson Lane/Bunnell Avenue Storm Drain	\$324,000

That the City Council authorize a new Task Order to Nelson Engineering for the design of a water line replacement in the Not to Exceed amount of \$55,867.

That the City Council authorize a new Task Order to Nelson Engineering to design more comprehensive storm drain improvements in Bunnell Avenue for the Not To Exceed amount of \$11,634.

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

3 City Manager/  
4 Public Works Director

5 **RESOLUTION 23-068**

6  
7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA  
8 AUTHORIZING THE CITY MANAGER TO APPLY FOR CLEAN WATER  
9 STATE REVOLVING LOAN FUNDS FROM THE ALASKA  
10 DEPARTMENT OF ENVIRONMENTAL CONSERVATION IN THE  
11 AMOUNT OF \$324,000 TO PROVIDE UPGRADED STORM WATER  
12 IMPROVEMENTS AS PART OF THE OHLSON LANE AND BUNNELL  
13 AVENUE PAVEMENT RESTORATION PROJECT.

14  
15 WHEREAS, Nelson Engineering (Nelson) was commissioned to design the Ohlson  
16 Lane/Bunnell Avenue Pavement Restoration Project, which included basic road-side ditches  
17 and culverts to convey storm water; and

18  
19 WHEREAS, During the investigation of the existing conditions, we determined more  
20 comprehensive improvements were needed to address chronic drainage issues; and

21  
22 WHEREAS, The 2022 estimated costs of the storm water upgrades is \$324,491; and

23  
24 WHEREAS, The storm water upgrade project is listed on the Alaska Department of  
25 Environmental Conservation's FY24 Intended Use Plan for Clean Water State Revolving Loan  
26 Funds and the City is eligible for a Principal Forgiveness Subsidy in the amount of \$324,000;  
27 and

28  
29 WHEREAS, In order to receive this subsidy, the City must apply for the loan funds.

30  
31 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska hereby  
32 authorizes the City Manager to apply for Clean Water State Revolving Loan Funds in the  
33 amount of \$324,000 for the storm water upgrades to the Ohlson Lane/Bunnell Avenue  
34 Pavement Restoration Project and to execute the necessary documents.

35  
36 PASSED AND ADOPTED by the Homer City Council this 24<sup>th</sup> day of July, 2023.

37  
38 CITY OF HOMER

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40 \_\_\_\_\_  
41 KEN CASTNER, MAYOR  
42

43 ATTEST:

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46 MELISSA JACOBSEN, MMC, CITY CLERK

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48 Fiscal Note: N/A



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

3 City Manager/  
4 Public Works Director

5 **RESOLUTION 23-069**

6  
7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA  
8 APPROVING A TASK ORDER TO NELSON ENGINEERING IN THE  
9 AMOUNT OF \$11,634 TO DESIGN UPGRADED STORM WATER  
10 IMPROVEMENTS ON BUNNELL AVENUE AND AUTHORIZING THE  
11 CITY MANAGER TO NEGOTIATE AND EXECUTE THE APPROPRIATE  
12 DOCUMENTS.

13  
14 WHEREAS, Nelson Engineering (Nelson) was commissioned to design the Ohlson  
15 Lane/Bunnell Avenue Pavement Restoration Project, which included basic road-side ditches  
16 and culverts to convey storm water; and

17  
18 WHEREAS, During the investigation of the existing conditions, we determined more  
19 comprehensive improvements were needed to address chronic drainage issues; and

20  
21 WHEREAS, Nelson submitted a proposal to design upgrades to the storm water  
22 improvements for the not to exceed price of \$11,634; and

23  
24 WHEREAS, The storm water upgrade project is listed on the Alaska Department of  
25 Environmental Conservation's FY24 Intended Use Plan for Clean Water State Revolving Loan  
26 Funds and the City is eligible for a Principal Forgiveness Subsidy in the amount of \$492,000,  
27 which would cover the 2022 estimated costs of the storm water upgrades, including the design;  
28 and

29  
30 WHEREAS, The FY24 Capital Budget includes \$50,000 to for additional design work  
31 related to the Ohlson Lane/ Bunnell Avenue Pavement Restoration Project.

32  
33 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska hereby  
34 authorizes the City Manager to issue a Task Order to Nelson Engineering in the not to exceed  
35 amount of \$11,634 to design storm water upgrades to the Ohlson Lane/Bunnell Avenue  
36 Pavement Restoration Project and authorizes the City Manager to negotiate and execute the  
37 appropriate documents.

38  
39 PASSED AND ADOPTED by the Homer City Council this 24<sup>th</sup> day of July, 2023.

40  
41 CITY OF HOMER

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43 \_\_\_\_\_  
44 KEN CASTNER, MAYOR

45

46 ATTEST:

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49 MELISSA JACOBSEN, MMC, CITY CLERK

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51 Fiscal Note: Fund 160 FY24 Capital Budget

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

3 City Manager/  
4 Public Works Director

5 **RESOLUTION 23-070**

6  
7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA  
8 AUTHORIZING THE CITY MANAGER TO APPLY FOR DRINKING  
9 WATER STATE REVOLVING LOAN FUNDS FROM THE ALASKA  
10 DEPARTMENT OF ENVIRONMENTAL CONSERVATION IN THE  
11 AMOUNT OF \$491,400 TO REPLACE THE EIGHT INCH WATER  
12 DISTRIBUTION LINE IN OHLSON LANE AND BUNNELL AVENUE.

13  
14 WHEREAS, Nelson Engineering (Nelson) was commissioned to design the Ohlson  
15 Lane/Bunnell Avenue Pavement Restoration Project, which did not include the replacement of  
16 the waterline in the roads; and

17  
18 WHEREAS, During the course of investigating the condition of the existing infrastructure  
19 in the roads, it was determined the existing water line was old, fragile cast iron pipe, which  
20 needed to be replaced; and

21  
22 WHEREAS, The estimated cost of the water line replacement is \$540,000; and

23  
24 WHEREAS, the water line replacement project is listed on the Alaska Department of  
25 Environmental Conservation's FY24 Intended Use Plan for Drinking Water State Revolving Loan  
26 Funds and the City is eligible for a Principal Forgiveness Subsidy in the amount of \$491,400;  
27 and

28  
29 WHEREAS, In order to receive this subsidy, the City must apply for the loan funds.

30  
31 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska hereby  
32 authorizes the City Manager to apply for Drinking Water State Revolving Loan Funds in the  
33 amount of \$491,400 to replace the cast iron water line in Ohlson Lane and Bunnell Avenue as  
34 part of the pavement restoration project and to execute the necessary documents.

35  
36 PASSED AND ADOPTED by the Homer City Council this 24<sup>th</sup> day of July, 2023.

37  
38 CITY OF HOMER

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41 \_\_\_\_\_  
42 KEN CASTNER, MAYOR  
43

44 ATTEST:

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MELISSA JACOBSEN, MMC, CITY CLERK

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50 Fiscal Note: N/A

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

3 City Manager/  
4 Public Works Director

5 **RESOLUTION 23-071**

6  
7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA  
8 APPROVING A TASK ORDER TO NELSON ENGINEERING IN THE  
9 AMOUNT OF \$55,867 TO DESIGN A REPLACEMENT OF 8” CAST  
10 IRON WATER DISTRIBUTION LINE IN OHLSON LANE AND BUNNELL  
11 AVENUE AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE  
12 AND EXECUTE THE APPROPRIATE DOCUMENTS.

13  
14 WHEREAS, Nelson Engineering (Nelson) was commissioned to design the Ohlson  
15 Lane/Bunnell Avenue Pavement Restoration Project, which did not include the replacement of  
16 the waterline in the roads; and

17  
18 WHEREAS, During the course of investigating the condition of the existing infrastructure  
19 in the roads, it was determined the existing water line was old, fragile cast iron pipe, which  
20 needed to be replaced; and

21  
22 WHEREAS, Nelson submitted a proposal to design a replacement of the water line for  
23 the not to exceed price of \$55,867; and

24  
25 WHEREAS, The FY24 Capital Budget includes \$90,000 for design for replacing 8” cast  
26 iron distribution line; and

27  
28 WHEREAS, The water line replacement project is listed on the Alaska Department of  
29 Environmental Conservation’s FY24 Intended Use Plan for Drinking Water State Revolving Loan  
30 Funds and the City is eligible for a Principal Forgiveness Subsidy in the amount of \$491,000,  
31 which would cover the 2022 estimated costs of the water line replacement, including the  
32 design.

33  
34 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska hereby  
35 authorizes the City manager to issue a Task Order to Nelson Engineering in the not to exceed  
36 amount of \$55,867 to design the water line replacement element of the Ohlson Lane/Bunnell  
37 Avenue Pavement Restoration Project.

38  
39 PASSED AND ADOPTED by the Homer City Council this 24<sup>th</sup> day of July, 2023.

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41 CITY OF HOMER

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43 \_\_\_\_\_  
44 KEN CASTNER, MAYOR

45

46 ATTEST:

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MELISSA JACOBSEN, MMC, CITY CLERK

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51 Fiscal Note: Fund 256-0378, FY24 Capital Budget



# MEMORANDUM

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**Resolutions 23-072, A Resolution of the City Council of Homer, Alaska Providing Comments on Kenai Peninsula Borough Assembly Resolution 2023-048 to Place an Advisory Vote Question on the October 2023 Borough Ballot Asking whether the Kenai Peninsula Borough should change its Regular Election Date. Adherold/Mayor**

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor Castner and Homer City Council  
**Date:** July 19, 2023  
**From:** Council Member Aderhold

---

The purpose of this memorandum is to provide background information related to the resolution providing comment on Kenai Peninsula Borough (KPB) Assembly Resolution 2023-048 to put an advisory vote on the October ballot to change Borough elections from October to November to align with the State and Federal Election Day.

During his Borough report at our June 26, 2023, Assembly Member Lane Chesley informed Homer City Council that Assembly Member Richard Derkevorkian intended to sponsor a resolution at their July 11, 2023, Assembly meeting to change the Borough's election date from the first Tuesday in October to the first Tuesday following the first Monday in November to align with State and Federal elections. Various council members and Homer's city attorney had comments and questions for Mr. Chesley during discussion of his report. Among the issues raised were that the City of Homer conducts elections in coordination with KPB, that the late timing of the resolution precluded the Homer City Council from providing comments on the resolution because our one meeting in July would be after July 11, and that Alaska Statute 29. 26.040 states that municipalities require an ordinance to change election dates from the first Tuesday in October.

Following Mr. Chesley's report and at City Council request, the City Clerk provided KPB us once the July 11 KPB meeting packet was publicly available. I submitted comments to KPB Assembly Members as an individual with concerns about the resolution and accompanying memorandum (which provides a list of pros and cons for changing the election date) and received a call from Mr. Derkevorkian to discuss my concerns. Among the items we discussed, Mr. Derkevorkian noted that the vote would be advisory only, and that, based on the outcome of the vote, the Assembly would then spend the time to delve into the issue further and introduce an ordinance to change the date of the Borough election if warranted. He also stated that the pros and cons list in the memorandum

was intended to be provided as information to voters and suggested that if I had additional pros and cons, I should include them as comments to the Assembly for consideration as amendments.

The KPB Assembly discussed the resolution during their Policies and Procedures meeting on July 11, before their regular meeting. In listening to their meeting, I learned that Mr. Derkevorkian intended to postpone the resolution to their August 1, 2023, meeting to provide the opportunity for Cities within the KPB to hold meetings and consider comments on the resolution and memorandum. August 1 is the last meeting at which the KPB Assembly may consider propositions for the October ballot.

With the support of Mayor Castner, I prepared the resolution before you to provide comments on KPB Resolution 2023-048 and the associated memorandum. I look forward to our discussion on this topic and appreciate your consideration.

**Attachments:**

KBP Memorandum Re: Resolution 23-048  
KPB Resolution 2023-048



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

Aderhold/Mayor

3  
4 **RESOLUTION 23-072**

5  
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA  
7 PROVIDING COMMENTS ON KENAI PENINSULA BOROUGH  
8 ASSEMBLY RESOLUTION 2023-048 TO PLACE AN ADVISORY VOTE  
9 QUESTION ON THE OCTOBER 2023 BOROUGH BALLOT ASKING  
10 WHETHER THE KENAI PENINSULA BOROUGH SHOULD CHANGE  
11 ITS REGULAR ELECTION DATE  
12

13 WHEREAS, The Kenai Peninsula Borough (KPB) Assembly introduced Resolution 2023-  
14 048 at its July 11, 2023, meeting and postponed the resolution to its August 1, 2023, meeting to  
15 allow time for Cities within the Borough to comment; and  
16

17 WHEREAS, The wording of the ballot proposition to appear on the October 3, 2023,  
18 election in Resolution 2023-048 is as follows:  
19

20 Shall the Kenai Peninsula Borough change the Borough’s regular election date  
21 from the first Tuesday in October to the first Tuesday following the first Monday  
22 in November to align with the Federal and State election date?  
23 (THIS IS AN ADVISORY VOTE ONLY)  
24

25 ; and  
26

27 WHEREAS, Resolution 2023-048 is accompanied by a memorandum with possible “pros  
28 and cons” of changing the Borough election date that could be provided to Borough voters in  
29 online election information with the first pro stating that voter turnout would likely increase  
30 on even-numbered years when State and Federal elections occur; and  
31

32 WHEREAS, Alaska Statute 29.26.040 reads: “The date of a regular election is the first  
33 Tuesday of October annually, unless a different date or interval of years is provided by  
34 ordinance”; and  
35

36 WHEREAS, Assembly discussion during the Policies and Procedures committee meeting  
37 before their July 11, 2023, regular meeting indicated that if the ballot proposition were to pass  
38 the KPB Assembly would then spend time researching the election date change, coordinating  
39 with others, and considering an ordinance to change the date; and  
40

41 WHEREAS, Borough and City clerks’ offices coordinate closely to conduct Borough and  
42 City elections, including cost and equipment sharing, meaning that if the Borough changes its

43 election date, Cities would need to evaluate whether to similarly change their election dates  
44 or incur significant additional costs to run elections on their own; and

45  
46 WHEREAS, Homer is a First Class City within the KPB; and

47  
48 WHEREAS, Any proposed changes to Borough elections should be coordinated with  
49 Cities within the Borough; and

50  
51 WHEREAS, Voters should be provided with the most accurate information possible  
52 regarding ballot propositions initiated by the elected body and the memorandum associated  
53 with the resolution provides opinions with no underlying factual information; and

54  
55 WHEREAS, The ballot measure wording, even with the statement that it is an advisory  
56 vote only, reads like a voter initiative, which is confusing, and could lead voters to believe that  
57 the vote will implement a change in Borough election date; and

58  
59 WHEREAS, Within the State of Alaska, State and Federal races are partisan and  
60 municipal elections (boroughs and cities) are nonpartisan; and

61  
62 WHEREAS, While State/Federal and Borough elections may be held on the same day  
63 and same locations they would continue to be separate elections requiring separate election  
64 workers and voting equipment; and

65  
66 WHEREAS, Many election workers are employed by the State and the Borough/Cities to  
67 conduct elections, the Borough hires approximately 300 poll workers each year, and on even-  
68 numbered years when Borough elections align with State/Federal elections approximately 600  
69 poll workers would be needed; and

70  
71 WHEREAS, In recent years, election workers have been difficult to hire; and

72  
73 WHEREAS, The Matanuska-Susitna Borough changed the date of their municipal  
74 elections to align with State/Federal elections in 2019 and voter turnout is reported as follows:

75  
76 2018 – 16.76% (last election held in October)  
77 2019 – 10.31% (first election held in November)  
78 2020 – 32.86% (presidential election year)  
79 2021 – 17.86%  
80 2022 – 40.58%

81  
82 indicating that voter turnout increased significantly during elections held in conjunction with  
83 State/Federal elections, but voter turnout during years without corresponding State/Federal  
84 elections was similar to that before the date change; and

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125

WHEREAS, The desire to increase voter turnout is a laudable goal and the goal should be to increase voter turnout every year; and

WHEREAS, The full range of possible methods to increase voter turnout should be evaluated before placing an advisory vote for one method on the ballot.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, provides the following comments to the KPB Assembly regarding Resolution 2023-048:

- Homer City Council agrees with the KPB Assembly that voter turnout at Borough elections could be higher and that working together to explore the full range of methods to increase voter turnout should be investigated collaboratively.
- Homer City Council believes that the coordination should occur before any advisory proposition so that voters are accurately informed about the ramifications of measures proposed to increase voter turnout.
- Homer City Council is opposed to the KPB Assembly placing an advisory vote changing the borough election date from October to November on the October 2023 ballot.
- Homer City Council recommends engaging a Borough-wide group like the Elections Stakeholder Group to investigate methods to increase voter turnout. The group should include relevant representatives from the Borough, the Cities within the Borough, the State Division of Elections, election workers, organizations associated with voting in the Borough and/or State, and others deemed appropriate.
- If the KPB Assembly decides to move forward with an advisory vote for the October 2023 election, Homer City Council has the following recommendations:
  - Amend the wording of the proposition question to the following:

“Shall the Kenai Peninsula Borough investigate and implement methods to increase voter turnout at Borough elections?”

or, if the proposition will be focused on changing the election date, clarify the wording to accurately state what the vote will do by revising to the following:

“Shall the Kenai Peninsula Borough Assembly introduce an Ordinance that would change the Borough’s regular election date from the first Tuesday in October to the first Tuesday following the first Monday in November to align with the Federal and State election date?”

- Amend the memorandum and information provided to voters to include information stated in the whereas clauses of this resolution.

126 BE IT FURTHER RESOLVED that this Resolution will be provided to the KPB Assembly as  
127 comment on Resolution 2023-048 before their August 1, 2023 regular meeting.

128  
129 PASSED AND ADOPTED BY THE CITY COUNCIL OF HOMER, ALASKA, THIS 24<sup>th</sup> day of July,  
130 2023.

131  
132 CITY OF HOMER

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134 \_\_\_\_\_  
135 KEN CASTNER, MAYOR

136  
137 ATTEST:

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140 \_\_\_\_\_  
141 MELISSA JACOBSEN, MMC, CITY CLERK

142  
143 Fiscal Note: N/A



# MEMORANDUM

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**Resolution 23-073, A Resolution of the City Council of Homer, Alaska Expressing Support for the Homer Spit Climate Resiliency Project and Endorsing the City's Application to the U.S. Department of Transportation for Planning Grant under the FY23 Promoting Resilient Operations for Transformative, Efficient and Cost Effective Transportation (PROTECT) Grant Program. City Manager.**

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor and Homer City Council  
**Date:** July 19, 2023  
**From:** Jenny Carroll, Special Projects and Communications Coordinator  
**Through:** Rob Dumouchel, City Manager

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**I. Issue:** The purpose of this Memorandum is to request City Council support for a FY23 Federal PROTECT grant application via Resolution 23-073. A Resolution of support from the governing body is required to be included in the application, which is due August 18, 2023.

**II. Background:**

The Spit has been undergoing a period of accelerated shoreline erosion due to changes in climate, storm patterns and uneven shoreline hardening. Without a long-term erosion mitigation and maintenance plan, the State owned and maintained Spit Road and other critical infrastructure on the Spit is at risk.

For years, the City, US Army Corps of Engineers (USACE) and the Alaska Department of Transportation and Public Facilities (AK DOT&PF) have collaborated to address the issue. AK DOT&PF collaborated to install revetments along the west side of the Spit. USACE conducted two extensive studies that provided detailed erosion information and a dredged materials management plan. In 2019, a Coastal Erosion Assessment considered concept design alternatives for improving resilience of roadway embankment. These actions and studies lay a strong foundation to complete planning and secure multi-agency coordination to protect the Spit.

The Homer Spit Road Erosion Mitigation project has long been identified as a priority transportation project in the City's Capital Improvement Plan. It is currently included as a Legislative Priority project. As such, City staff have been advocating for the project at the State and Federal level.

At a recent meeting, AK DOT&PF Commissioner Anderson and his planning staff communicated that they would like to partner with the City to seek discretionary grant funds from the Federal Highway Administration's PROTECT program to complete planning and other pre-development design work for erosion mitigation on the Homer Spit.

By taking the lead on the PROTECT grant effort, AK DOT&PF is prioritizing the Homer Spit erosion mitigation in their planning portfolio. This is an opportunity for the State to resume an active partnership with the City and the US Army Corps of Engineers, as solutions will truly take a multi-agency and multi-year effort. Planning is an important first step!

The Homer Spit Climate Resiliency Project is a planning project that will build upon previous studies to complete both planning and significant pre-development actions, ideally readying the project for implementation. The scope of activities is still being developed, but initially it includes developing a data-driven, climate-sensitive roadway repair plan and long-term nature-based design solutions (such as beach re-nourishment) based on short and long-term climate impacts to the roadway facility. The project includes

- an assessment of Nature based solutions
- a beach sediment investigation and sediment management plan
- analysis of preliminary design alternatives versus anticipated performance
- cost estimation and development of a funding plan
- public and agency involvement
- identifying phasing of projects for Spit highway resilience and erosion mitigation measures.

Grant application roles and responsibilities are proposed as follows:

- AK DOT&PF will provide coordination and management support for the grant application process.
- AK DOT&PF is contracting with Alaska Municipal League and HDR to provide and write content for the grant sections (scope, schedule and budget), contribute to merit criteria, especially program alignment and climate related research and data to support the narrative) and perform technical and quality control review.
- City of Homer will provide background materials and content for the grant sections, review the grant application, be project sponsor and complete final submittal via [Grants.gov](https://www.grants.gov).
- AK DOT&PF will provide a draft partnership letter that outlines project roles and responsibilities through a Memorandum of Agreement (MOA) should the project receiving notice of funding.

The grant does not require matching funds.

DOT&PF staff are knowledgeable about federal requirements, including Build America stipulations and have jurisdiction over the Spit Road and right-of-ways. If awarded, the City of Homer and DOT&PF will enter into a MOA with AK DOT&PF agreeing that AK DOT&PF will manage the project and administer the funding, meet grant reporting requirements, collaborate on multi-agency project implementation, and provide planning services related to the Highway.

The City of Homer will support project implementation and agency coordination with the US Army Corps of Engineers and other key partners, including on planning, identification of permits required and other environmental coordination, and design concept considerations.

Included is a synopsis of the PROTECT grant program.

**RECOMMENDATION:**

Adopt Resolution 23-072



## FHWA Grants Opportunity

# Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) Grant Program

PROTECT is a competitive discretionary grant program authorized under the Bipartisan Infrastructure Law. It funds projects that make transportation infrastructure more resilient to natural hazards and the effects of climate change, including severe storms, flooding, drought, levee and dam failures, wildfire, rockslides, mudslides, sea level rise, extreme temperatures, and earthquakes. The program will award up to \$848 million in a 2023 solicitation combining funds from Fiscal Year 2022 and FY 2023. The program is administered by the Federal Highway Administration (FHWA).

An April 21, 2023 [Notice of Funding Opportunity \(NOFO\)](#) for this program addresses funds available, qualifications and application requirements.

## Grant Program Categories

The PROTECT competitive grant program is divided into four sub-categories: planning grants and three categories of implementation grants. Applicants must select which category they are applying to, but FHWA may choose to award funds from a different category.

- **Planning Grants** provide funding for various transportation resilience planning activities, including vulnerability assessments and evacuation planning. Up to \$45 million is available.

The three implementation grant categories include the following:

- **Resilience Improvement Grants** are the largest category, with up to \$638 million of total funding available. These grants are for improving the resilience of existing surface transportation assets to natural disasters and changing conditions.
- **Community Resilience and Evacuation Route Grants** focus on strengthening and protecting evacuation routes for emergency events, including improving evacuation route resilience, acquiring evacuation route equipment or signage, and constructing new evacuation routes. Up to \$45 million is available.
- **At-Risk Coastal Infrastructure Grants** provide funding to enhance the resilience of coastal infrastructure such as bridges, roads, pedestrian walkways and bicycle lanes against weather events and natural disasters caused by coastal flooding, erosion and sea level rise. Up to \$120 million is available.

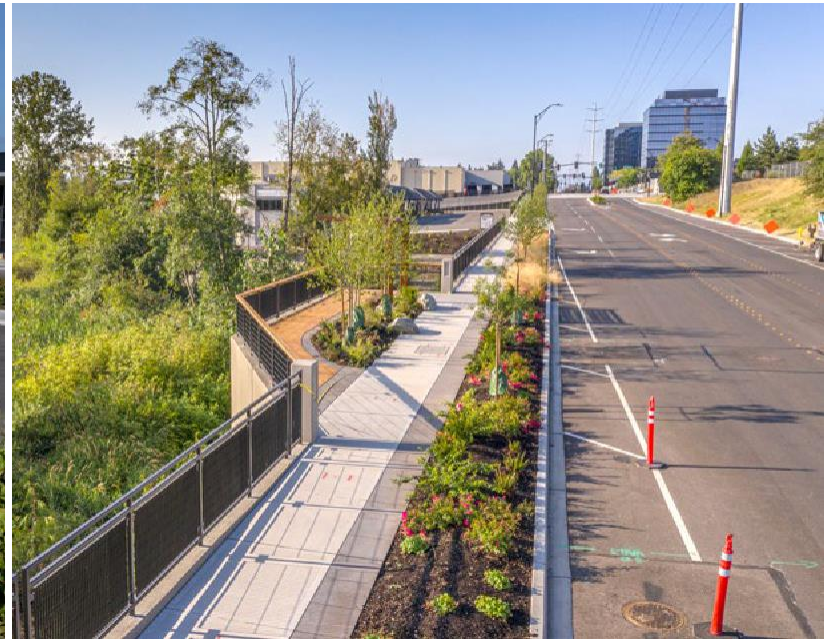


## APPLICATION DEADLINE:

All applications are to be received no later than:

August 18, 2023  
11:59 p.m. EDT





## Eligible Projects

**Planning grants** are focused on assessment of hazard risk and response planning. Generally, this does not include specific capital project development activities. Eligible planning project categories are defined by statute and include the following:

- Development of a Resilience Improvement Plan, for states or metropolitan planning organizations
- Resilience planning, predesign, design, or data tools to simulate transportation disruption scenarios, including vulnerability assessments
- Technical capacity building to facilitate the ability of the eligible entity to assess the vulnerabilities of the surface transportation assets and community response strategies
- Evacuation planning and preparation

The three **implementation grant** categories can fund all project phases, from project development through construction/implementation, including public engagement, property acquisition and environmental mitigation. However, no more than 10% of any PROTECT implementation grant can be applied to pre-construction activities.

Eligible project types for the three implementation grants include a wide range of mitigation measures designed to create more resilient transportation infrastructure and respond to the effects of climate change. One way to evaluate whether a given project is a good fit with the

program is to consider the following questions, which are adapted from the NOFO's Design Elements Merit Criterion:

- Will the project increase the ability of the infrastructure to continue to serve its primary function during and after weather events and natural disasters, and/or support emergency evacuation and post disaster relief?
- Does the project site or relocate a facility outside of an area with a current or projected future hazard or climate impact?
- Does the project take into account future conditions resulting from climate change, such as increases in sea levels or stormwater flows?
- Does the project add redundancy to the transportation system, especially in the event of an emergency?
- Will the project use a nature-based solution (*e.g., wetland buffers, marsh breakwaters, reefs, sea grass plantings, dune restoration, adding stream sinuosity, etc.*)?
- Does the project employ the use of innovative or novel approaches to resiliency, such as improved roadway subgrades, heat-resistant pavement mixes, natural infrastructure or permeable pavement?

The specific project activities eligible under each of the three implementation grant categories are as described on the following page.

## Resilience Improvement Grants

Including, but not limited to:

- Improvements or replacement of an existing surface transportation facility, including relocation to avoid future hazards
- Incorporation of natural infrastructure
- Upgrades to and installation of structural stormwater controls
- Stabilizing slide areas or slope
- Erosion control, including riprap installation
- Adding seismic retrofitting or scour protection at bridges
- Vegetation management practices
- Other resilience projects, especially those identified in a Resilience Improvement Plan

## Community Resilience and Evacuation Route Grants

- Restoration or replacement of existing evacuation routes that are in poor condition or not designed to meet the anticipated demand during an emergency event
- Expansion of evacuation route capacity through operational improvements, such as intelligent transportation system (ITS) equipment, conterflow measures or shoulders\*
- Construction of new or redundant evacuation routes\*
- Acquisition of evacuation route equipment or signage
- Ensuring access to critical destinations such as hospitals, ports, and federal facilities

*\*Capacity increases require data-driven documentation that existing routes are not sufficient to adequately facilitate evacuations. No more than 40% of PROTECT grant funds may be used for the construction of new capacity.*

## At-Risk Coastal Infrastructure Grants

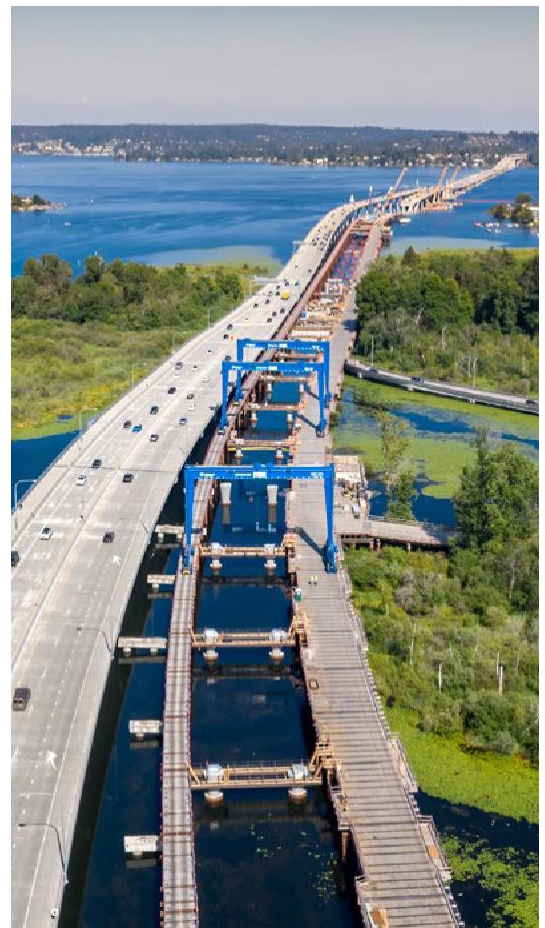
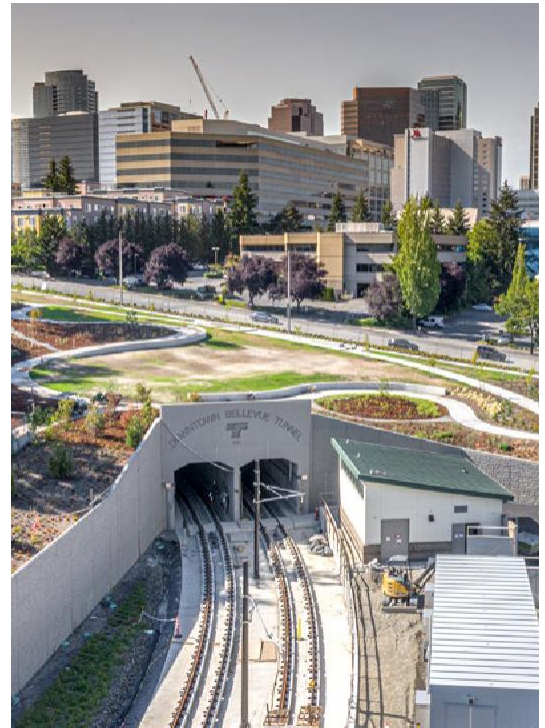
Includes any project to protect roadways that face hazards such as coastal flooding, coastal erosion, wave action, storm surge, or sea level rise.

This includes strengthening, stabilizing, hardening, elevating, relocating, or otherwise enhancing the resilience of roadway infrastructure itself, as well as other related or integrated facilities including bridges, roads, pedestrian walkways, bicycle lanes, culverts and tide gates. Rail infrastructure is not eligible under this category.

### System Resilience

PROTECT grants in any of the three implementation categories may also be applied to system resilience projects that are functionally connected to an eligible transportation facility. Examples include:

- Increasing marsh health and total area adjacent to a highway right-of-way to promote additional flood storage
- Upgrades/installation of culverts designed to withstand 100-year flood events
- Upgrades/installation of tide gates to protect highways
- Upgrades/installation of flood gates to protect tunnel entrances



## Eligible Facilities

The program funds projects serving a wide range of surface transportation infrastructure facilities. These include:

- Roadways
- Public transportation facilities or services
- Intercity rail passenger transportation facilities or services
- Port facilities and connected infrastructure

PROTECT grants may fund projects that support or are functionally related to these facilities, in addition to improvements to the facilities themselves.

## Eligible Applicants

- States or state agencies
- Metropolitan planning organizations
- Local governments, including cities and counties
- Special purpose districts or public authorities
- Native/Indigenous Tribes
- Federal land management agencies applying jointly with states

At-Risk Coastal Infrastructure Grants are available to any of the above entities in states that border the Atlantic, Pacific, or Arctic Ocean, the Gulf of Mexico, Long Island Sound, or one or more of the Great Lakes.

## Economic Analysis

For most implementation project types, the PROTECT program requires a benefit-cost analysis similar to other USDOT discretionary grant programs. However, FHWA has designed the economic analysis review to account for the difficulty of quantifying all potential resilience benefits (*such as those associated with nature-based design solutions or emergency evacuations*). For this reason, the evaluation process explicitly considers factors beyond the quantified benefit-cost ratio, as determined in the BCA. This includes detail provided in the narrative, especially as it relates to the Vulnerability and Risk and Criticality to Community merit categories.

The Economic Analysis Review Team will make a determination of the extent to which a project's benefits will exceed its costs. In order to receive a "High" rating, the benefit-cost ratio must be at least 1.5.

Additionally, a BCA is not required for the Resilience Improvements projects that are included in a Resilience Improvement Plan. A BCA is also not required for At-Risk Coastal Infrastructure projects, however the application must demonstrate that the proposed project will reduce long-term infrastructure costs by avoiding larger future maintenance or rebuilding costs. This must be detailed through costs associated with a build and no-build case scenario, as in a life-cycle cost analysis (LCCA).



## Federal Award Information

For Planning Grants, the minimum award size is \$100,000, and there is no maximum award size. For Resilience Improvement, Community Resilience and Evacuation Routes, and At-Risk Coast Infrastructure Grants, the minimum award size is \$500,000 and there is no maximum award size. FHWA anticipates awarding between 30 to 40 grants across the three implementation project categories.

Selected projects will be funded with either FY 2022 or FY 2023 funds. Awards funded with FY 2022 funds must be obligated by September 30, 2025. Awards funded with FY 2023 funds must be obligated by September 30, 2026.

## Cost Sharing or Matching

For planning grants, PROTECT covers 100% of project costs. For the three implementation grant categories, the program requires at least 20% matching funds. A unique statutory feature of the PROTECT program is that the matching funds can also be from a federal source. USDOT may elect to fund 100% of project costs for awards given to Native/Indigenous Tribes. The NOFO includes a cost sharing or matching equation recommended by USDOT to determine the cost share.

**Match Reduction:** For the three implementation grant programs, the non-federal match can be reduced by up to 10% (*allowing the grant to pay 90% of the project cost*) if the project is identified in a state or MPO Resilience Improvement Plan. To receive the full 10% match reduction, the plan must be included in the regional or statewide long-range transportation plan; if the resilience plan is a stand-alone plan, the match requirement is reduced by only 7%.



## Merit Criteria

For Planning Grants, the merit criteria are:

- Program Alignment
- Schedule and Budget
- Public Engagement, Partnerships and Collaboration.
- Innovation

For the three implementation grant categories, the merit criteria are:

- Vulnerability and Risk
- Criticality to Community
- Design Elements
- Public Engagement, Partnerships and Collaboration
- Equity and Justice40
- Climate Change and Sustainability
- Schedule and Budget
- Innovation

## FHWA FY 2022 and FY 2023 Grant Priority Considerations

FHWA will prioritize projects of similar merit that demonstrate the following:

### Planning Grants:

- Exceptional benefits under merit criteria #3 (*Public Engagement, Partnerships and Collaboration*)
- Strong need for funding from the PROTECT program

### Implementation Grants:

- Exceptional benefits under merit criteria #5 (*Equity and Justice40*)
- Workforce Development, Job Quality and Wealth Creation
- Construction Readiness (*ready to proceed to construction within 10 months of selection*)
- Strong need for funding from the PROTECT program

**Applications are due August 18, 2023, by 11:59 PM Eastern Time on [Grants.gov](https://www.grants.gov).**

**Your Infrastructure Finance Sustainability and Resiliency, and grant writing professionals stand by ready to support project sponsors applying for funding from Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) Grant Program.**

**If you need any assistance or have questions, please contact:**

Nathan Macek | [nathan.macek@hdrinc.com](mailto:nathan.macek@hdrinc.com) | Pam Yonkin | [pamela.yonkin@hdrinc.com](mailto:pamela.yonkin@hdrinc.com)

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

3 City Manager

4 **RESOLUTION 23-073**

5  
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA  
7 EXPRESSING SUPPORT FOR THE HOMER SPIT CLIMATE  
8 RESILIENCY PROJECT AND ENDORSING THE CITY'S APPLICATION  
9 TO THE U.S. DEPARTMENT OF TRANSPORTATION FOR A  
10 PLANNING GRANT UNDER THE FY23 PROMOTING RESILIENT  
11 OPERATIONS FOR TRANSFORMATIVE, EFFICIENT AND COST  
12 EFFECTIVE TRANSPORTATION (PROTECT) GRANT PROGRAM.  
13

14 WHEREAS, The Homer Spit, encompassing 4.5 miles of Alaska's Highway 1, the Homer  
15 Port, the Alaska Marine Highway terminal, U.S. Coast Guard assets and supporting significant  
16 marine transportation and tourism industries, is a regional commerce center, statewide  
17 transportation hub and critical tsunami evacuation route; and  
18

19 WHEREAS, Changes in climate and uneven shoreline hardening have disrupted Homer  
20 Spit's long-standing erosion and accretion patterns, causing rapid advances in shoreline  
21 erosion; and  
22

23 WHEREAS, This erosion has significantly increased the vulnerability of Alaska Highway  
24 1 due to roadway base and surface deterioration and periodic inundation during coastal  
25 storms; and  
26

27 WHEREAS, Working in partnership with the Alaska Department of Transportation and  
28 Public Facilities (AK DOT&PF) to develop and implement a data-driven, climate-resilient  
29 highway repair plan that utilizes long-term nature-based design solutions (such as beach re-  
30 nourishment) has been a long-standing high priority project in the City of Homer Capital  
31 Improvement Plan; and  
32

33 WHEREAS, AK DOT&PF has identified coastal erosion mitigation on the Homer Spit as a  
34 priority in statewide resiliency efforts; and  
35

36 WHEREAS, AK DOT&PF has identified the Homer Spit Climate Resiliency project as  
37 critical to improve transportation and public safety and to reduce costs by avoiding larger  
38 future maintenance or rebuilding costs; and  
39

40 WHEREAS, The U.S. Department of Transportation's Promoting Resilient Operations  
41 for Transformative, Efficient, and Cost-saving Transportation (PROTECT) Grant  
42 program provides funding to ensure surface transportation resilience to natural hazards  
43 including climate change, sea level rise, flooding, extreme weather events, and other natural

44 disasters through support of planning activities, resilience improvements, community  
45 resilience and evacuation routes, and at-risk coastal infrastructure; and

46

47 WHEREAS, The Homer Spit Climate Resiliency project aligns with PROTECT funding  
48 priorities in that it includes planning activities (i.e. a beach sediment investigation and  
49 sediment management plan, analysis of preliminary design alternatives versus anticipated  
50 performance, cost estimation and development of a funding plan, public and agency  
51 involvement, and identifying phasing of projects for Alaska Highway 1) to strengthen, stabilize  
52 and enhance the resilience of critical transportation infrastructure of local, statewide and  
53 national significance; and

54

55 WHEREAS, The City of Homer has a history of collaboration with the AK DOT&PF  
56 pertaining to Homer Spit erosion issues; and

57

58 WHEREAS, AK DOT&PF has demonstrated experience with compliant administration of  
59 Federal Highway Administration funded projects, which includes refurbishments,  
60 replacements, repairs, and maintenance on all State-owned roads.

61

62 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska hereby  
63 expresses its support for the Homer Spit Climate Resiliency project and strongly endorses the  
64 City's application to the FY23 PROTECT program in close partnership with AK DOT&PF for  
65 project planning support.

66

67 BE IT FURTHER RESOLVED that if awarded, the City of Homer and AK DOT&PF will enter  
68 into a Memorandum of Agreement for AK DOT&PF to manage the project and administer  
69 funding, meet grant reporting requirements, collaborate on multi-agency project  
70 implementation, and provide planning and preconstruction services for the Highway.

71

72 BE IT FURTHER RESOLVED that if awarded, the City of Homer will work in partnership  
73 with AK DOT&PF to support grant project implementation and agency coordination with the  
74 US Army Corps of Engineers and other key partners, including on planning, identification of  
75 permits required and other environmental coordination, and design concept considerations.

76

77 PASSED AND ADOPTED by the Homer City Council this 24<sup>th</sup> day of July, 2023.

78

79

CITY OF HOMER

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83

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KEN CASTNER, MAYOR

84

85 ATTEST:

86

87 \_\_\_\_\_

88 MELISSA JACOBSEN, MMC, CITY CLERK

89

90 Fiscal Note: N/A



# MEMORANDUM

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**Ordinance 23-41, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Appropriating \$600,000 from the Land Reserves to Purchase Tietjen Subdivision Tract D with the Intent of Developing the Parcel into the Site of the Future Public Works Campus. Venuti/Aderhold.**

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor Castner and Homer City Council  
**Date:** June 13, 2023  
**From:** Rob Dumouchel, City Manager

---

After much time and effort, Council has before them a land purchase to consider for the home of a future Public Works Campus. Campus development was envisioned to be a long-term phased project, and one of the first steps was securing a location. If Council approves this purchase, staff will be able to begin watching for funding opportunities through FEMA and others that would possibly fund the movement of critical infrastructure and services out of the tsunami inundation zone.

## **Background**

In November 2020, Council passed resolution 20-125 which approved the creation of a Public Works Task Force with the direction to evaluate the City's options for relocating all, or part, of the existing Public Works Campus which is currently located within the tsunami inundation zone. Additionally, much of the heavy equipment used to run Public Works is outgrowing the existing facilities of the current campus.

The Task Force met throughout 2021 and published a final recommendation August 23, 2021. The Task Force recommended a phased approach to moving part of the Public Works Campus out of the tsunami zone. An early step to the plan was the acquisition of a parcel(s) for the Campus and a rough estimate of the cost was up to \$1.2 million.

Working with the City's contracted real estate agent (Resolution 22-059), Angie Newby at Homer Real Estate, we conducted a lot of outreach to individuals holding parcels that could meet the future needs of the Public Works Department. We've had difficulty finding parcels owned by willing sellers which would meet our needs and had desired sale prices that could be supported by an appraisal.

Earlier this year, we initiated communication with the owners of an undeveloped 8.63-acre parcel in the East End Mixed Use Zone District (EEMU). The parcel is relatively flat, has access to utilities, and is



near a major roadway. The Public Works Director indicated a strong interest in the site and the City Manager and Economic Development Manager worked with the City’s Real Estate Agent to see if we could work out a deal. At this time, we have found a price at which the seller is happy, I believe Council should be satisfied, and an appraisal will back up as being reasonable.

**Site Overview**

The subject parcel is located just off of East End Road, a little more than 2 ½ miles from City Hall. The parcel is 8.63 acres bounded by Eagle Pl. to the west, Ternview Pl. to the east, and an undeveloped segment of Little Fireweed Ln. to the north. The southern boundary is in line with Kilokak Ave. The parcel is undeveloped and the zone district is favorable for the development of a Public Works Campus. The EEMU District “is primarily intended to provide sites for businesses that require direct motor vehicle access and may require larger land area. The district is meant to accommodate a mixture of existing and accessory residential with nonresidential uses. When a conflict exists between residential and nonresidential uses, conflicts shall be resolved in favor of nonresidential uses” (Homer City Code § 21.27.010)



### **Costs, Contingencies, and Funding**

The property owner has agreed to sell the property for \$525,000, which is same value determined by the property's appraisal. The ordinance funding this purchase will be requesting \$600,000 to cover commissions, closing costs, and any other small unforeseen costs that may be required to complete the deal. The offer that was made on behalf of the City is contingent upon a favorable phase 1 environmental study and, of course, approval by the City Council. The phase 1 environment is expected to be underway at the time the funding ordinance is introduced and completed by the time the ordinance comes back for adoption in late July.

The proposed funding source for this parcel is the Land Reserves fund. Council may remember that Ordinance 22-09 transferred \$1M into the Land Reserves. I noted in memo 22-020 which accompanied the ordinance that "having these funds available will help me to negotiate potential options for projects like the Public Works campus relocation." At this time, there is over \$900k in the Land Reserves fund, and this is the only "planned" land purchase we have on deck at this time. Most other land reserve purchases made by the City are small dollar opportunity-based and targeted at protecting the Bridge Creek Watershed. We also have plans to acquire property as part of the green infrastructure program, however, much of that will either be grant funded or come out of a different fund (i.e., HART).

### **Timeline to Development**

As noted earlier, the Public Works Task Force envisioned a phased approach to development of a new campus. It may be a number of years before we are ready to develop this parcel. In the near term, we may want to consider a short term lease on the parcel to generate revenue while we seek grant, or other, funding for a Public Works Campus. In the longer term, once we've designed the campus, we may also want to consider subdividing the property if we don't anticipate filling out the full 8.63 acres with City needs.

**Staff Recommendation:** Introduce and adopt Ordinance 23-41 funding the purchase of Tietjen Subdivision Tract D, KPB 179-280-06.

**CITY OF HOMER  
HOMER, ALASKA**

Aderhold/Venuti

**ORDINANCE 23-41**

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA  
AMENDING THE FY24 CAPITAL BUDGET BY APPROPRIATING  
\$600,000 FROM THE LAND RESERVES TO PURCHASE TIETJEN  
SUBDIVISION TRACT D, WITH THE INTENT OF DEVELOPING THE  
PARCEL INTO THE SITE OF THE FUTURE PUBLIC WORKS CAMPUS

WHEREAS, The Public Works Department’s equipment and operations are outgrowing many of the current Public Works facilities located at 3575 Heath Street; and

WHEREAS, The current Public Works Campus is located within the tsunami inundation zone; and

WHEREAS, Resolution 20-125 approved the creation of a Public Works Task Force with direction to evaluate the City’s options for relocating all, or part, of the existing Public Works Campus out of the tsunami inundation zone; and

WHEREAS, The Public Works Task Force’s final recommendations included a phased approach to moving the Public Works Campus out of the tsunami zone; and

WHEREAS, The first step of the staged approach is the acquisition of land which is appropriately suited to be the site of the future Public Works Campus; and

WHEREAS, The City has identified an 8.63 acre parcel in the East End Mixed Use District as an appropriate location for a future Public Works Campus; and

WHEREAS, The owner has agreed to sell the property to the City contingent upon a favorable phase 1 environment study and approval by the City Council; and

WHEREAS, The current available balance of the Land Reserves is approximately \$909,264 and the purchase of the property including closing costs and any other associated expenses is not expected to exceed \$600,000.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The FY24 Capital Budget is hereby amended by appropriating \$600,000 for the purchase of Tietjen Subdivision Tract D, KPB 179-280-06, located between Eagle Place and Ternview Place, one parcel south of East End Road as follows:





# MEMORANDUM

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**Ordinance 23-42, An Ordinance of the City Council of Homer, Alaska Amending the FY23 Capital Budget by Re-Appropriating the 2<sup>nd</sup> Tranche of American Rescue Plan Act (ARPA) Funds in the Amount of \$716,685.16 to the General Fund as Revenue Replacement. City Manager/Finance Director.**

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor Castner and Homer City Council  
**Date:** July 11, 2023  
**From:** Rob Dumouchel, City Manager

---

As part of the American Rescue Plan Act (ARPA), the City of Homer was awarded \$1,433,370.33 to be paid in two tranches across two different years. The first tranche was received in FY22 and appropriated as revenue replacement. The second tranche was originally considered for use for water and sewer needs. That approach did not work as planned so we are asking Council to use Ordinance 23-42 to re-appropriate the second tranche of ARPA funds to the General Fund as revenue replacement. Our ability to accept ARPA funds as revenue replacement was confirmed by an analysis conducted by Porter & Alison before we appropriated the original tranche in 2022.

**Staff Recommendation:** Adopt Ordinance 23-42

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

3 City Manager/  
4 Finance Director

5 **ORDINANCE 23-42**

6  
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA  
8 AMENDING THE FY23 CAPITAL BUDGET BY RE-APPROPRIATING  
9 THE SECOND TRANCHE OF AMERICAN RESCUE PLAN ACT (ARPA)  
10 FUNDS IN THE AMOUNT OF \$716,685.16 TO THE GENERAL FUND  
11 AS REVENUE REPLACEMENT.  
12

13 WHEREAS, The City of Homer was awarded \$1,433,370.33 to be paid in two tranches,  
14 one year apart; and  
15

16 WHEREAS, The first tranche of \$716,685.17 was received in FY22 and City Council  
17 approved Ordinance 21-55 appropriating this tranche as General Fund revenue replacement;  
18 and  
19

20 WHEREAS, The second tranche of \$716,685.16 was received by the City of Homer and  
21 originally intended for use related to water and sewer needs by Ordinance 22-60; and  
22

23 WHEREAS, The original plan intent for the second tranche did not work as anticipated  
24 and the funds need to be re-appropriated; and  
25

26 WHEREAS, There is a desire to accept the second tranche funds as General Fund  
27 revenue replacement similar to the first tranche appropriated by Ordinance 21-55; and  
28

29 WHEREAS, These funds have to be fully expended by December 31, 2026.  
30

31 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:  
32

33 Section 1. The Homer City Council hereby amends the FY23 Capital Budget by re-  
34 appropriating the second tranche of ARPA funding in the amount of \$716,685.16 for General  
35 Fund revenue replacement as follows:  
36

37 Revenue:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
119-0375	ARPA Funding	\$716,685.16

41 Transfer to:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
100	General Fund	\$716,685.16

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

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this xx<sup>th</sup> day of July, 2023.

CITY OF HOMER

---

KEN CASTNER, MAYOR

ATTEST:

---

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSENT:

ABSTAIN:

First Reading:

Public Hearing:

Second Reading:

Effective Date:



# MEMORANDUM

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**Ordinance 23-43, An Ordinance of the City Council of Homer, Alaska Amending the FY23 Capital Budget by Accepting and Appropriating the FY23 State of Alaska Community Assistance Program Payment in the Amount of \$204,991.19 for Various Capital Projects. City Manager.**

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor Castner and Homer City Council  
**Date:** July 11, 2023  
**From:** Rob Dumouchel, City Manager

---

Alaska awards funds to the City on an annual basis as part of the Community Assistance Program (CAP). We stopped including these funds as revenue within the budget because they are very inconsistent from year to year, opting instead to put together an ordinance once the funds are received for Council consideration.

This year we received \$204,991.19. Ordinance 23-43 has been structured to pay for a selection of projects that would have otherwise been funded by General Fund CARMA as part of the FY24/25 Capital Budget. The projects include: Upgrading of City Workstations to Microsoft Office 2021; NextGen Firewall; an Upgraded Internet Link for City Hall; Two Ballistic Shields for HPD; a GIS Upgrade; Air Conditioning for the Public Works Server Room; ADA Accessibility Equipment; and Library Chairs. Funding these projects with CAP has the additional benefit of allowing the City to retain a balance of approximately \$500k in the General Fund CARMA account for future use by the Council.

**Staff Recommendation:** Adopt Ordinance 23-43



**CITY OF HOMER  
HOMER, ALASKA**

City Manager

**ORDINANCE 23-43**

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA, AMENDING THE FY23 CAPITAL BUDGET BY ACCEPTING AND APPROPRIATING THE FY23 STATE OF ALASKA COMMUNITY ASSISTANCE PROGRAM PAYMENT IN THE AMOUNT OF \$204,991.19 FOR VARIOUS CAPITAL PROJECTS.

WHEREAS, In FY23 the City of Homer received \$204,991.19 from the Community Assistance Program (CAP) which has not yet been accepted or appropriated; and

WHEREAS, The application for the FY23 Community Assistance Program funds indicated the City of Homer would designate those funds towards ADA Improvements for City facilities; and

WHEREAS, Ultimately it is up to the Council as to where the funds are spent and we are not obligated by the State to follow the original application; and

WHEREAS, The City would benefit from applying Community Assistance Program funds towards select FY24/25 General Fund CARMA projects.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY23 Capital Budget by accepting the FY23 Community Assistance Program payment in the amount of \$204,991.19 as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
151-xxxx	FY2023 Community Assistance Program	\$204,991.19

Section 2. The Homer City Council hereby amends the FY23 Capital Budget by appropriating the FY23 Community Assistance Program payment in the amount of \$204,991.19 as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
151-xxxx	Upgrade City Workstations to Microsoft Office 2021	\$40,000.00
151-xxxx	NextGen Firewall	\$50,000.00
151-xxxx	Upgraded Internet Link for City Hall	\$30,000.00
151-xxxx	Two Ballistic Shields	\$6,732.00
151-xxxx	GIS Upgrade	\$16,490.00

43	151-xxxx	Air Conditioning for Public Works Server Room	\$8,000.00
44	151-xxxx	ADA Accessibility Equipment	\$9,739.00
45	151-xxxx	Replace Library Chairs	<u>\$44,030.19</u>
46		Total:	\$204,991.19

47  
48 Section 3. This appropriation is intended to pay for the aforementioned items  
49 previously included in the FY24/25 Capital Budget under General Fund CARMA.

50  
51 Section 4. This ordinance is a budget ordinance only, is not permanent in nature and  
52 shall not be codified.

53  
54 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this \_\_\_\_ day of \_\_\_\_\_  
55 \_\_\_\_\_, 2020.

56  
57 CITY OF HOMER  
58  
59 \_\_\_\_\_  
60 KEN CASTNER, MAYOR

61  
62  
63  
64 ATTEST:  
65  
66 \_\_\_\_\_  
67 MELISSA JACOBSEN, MMC, CITY CLERK

68  
69 YES:  
70 NO:  
71 ABSTAIN:  
72 ABSENT:  
73  
74 First Reading:  
75 Public Hearing:  
76 Second Reading:  
77 Effective Date:



# MEMORANDUM

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**Ordinance 23-44, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget to Fund Anticipated Maintenance to the Seawall by Establishing Authority in the FY24 Budget for Routine Maintenance to the Seawall. City Manager/Finance Director.**

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor Castner and Homer City Council  
**Date:** June 22, 2023  
**From:** Elizabeth Walton, Finance Director  
**Through:** Rob Dumouchel, City Manager

---

**Purpose of Ordinance:**

The Homer City Council created the Ocean Drive Loop Special Service District to raise tax revenues from benefited property owners to support maintenance and repair of the Seawall they own. The City of Homer is a tax-exempt property owner along the Seawall and, as such, contributes \$10,000 annually through the budget to the Seawall Reserve for the City's portion of repairs.

Now, the City of Homer needs the authority to spend from the Special Service District and reserve to address any routine maintenance or repair needs to the Seawall for the fiscal year.

This will be an annual ordinance that comes before City Council to establish authority to spend up to a dollar amount on routine maintenance or repairs. An ordinance will be brought forward if additional funding is needed before the end of the fiscal year. All funds not spend within the fiscal year will return back to the Special Service District and Seawall Reserve, as appropriate, for future use.

**Recommendation:**

Pass Ordinance authorizing up to \$5,000 to be spent on routine maintenance or repair needs associated with the Seawall.

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

3 City Manager/  
4 Finance Director

5 **ORDINANCE 23-44**

6  
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA  
8 AMENDING THE FY24 CAPITAL BUDGET TO FUND ANTICIPATED  
9 MAINTENANCE TO THE SEAWALL BY ESTABLISHING AUTHORITY  
10 IN THE FY24 BUDGET FOR ROUTINE MAINTENANCE TO THE  
11 SEAWALL.  
12

13 WHEREAS, The Homer City Council created the Ocean Drive Loop Special Service  
14 District, and  
15

16 WHEREAS, The Special Service District was created to raise tax revenues from benefited  
17 property owners to support maintenance and repair of the Seawall they own, which is located  
18 on their properties; and  
19

20 WHEREAS, As a tax-exempt property owner along the Seawall, the City contributes  
21 \$10,000 annually to the Seawall Reserve for the City's portion of repairs to the Seawall; and  
22

23 WHEREAS, Based on linear feet, the property owners are responsible for 82% of the wall  
24 repairs and the City is responsible for 18% of the wall repairs.  
25

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

28 Section 1. The Homer City Council hereby amends the FY24 Capital Budget by  
29 appropriating \$5,000 from the Sewall Maintenance Reserve and Ocean Drive Loop Special  
30 Service District accounts for the purpose of maintain the seawall as follows:  
31

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
808-0375	Ocean Drive Loop Special Service District (82%)	\$4,100
156-0369	Seawall Maintenance Reserve (18%)	\$900

37  
38 Section 2. This is an annual appropriation and will lapse at the end of the fiscal year.  
39

40 Section 3. This is a budget amendment ordinance, is temporary in nature, and shall not  
41 be codified.  
42

43 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this xx<sup>th</sup> day of July, 2023.

44

45

CITY OF HOMER

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\_\_\_\_\_  
KEN CASTNER, MAYOR

49

50 ATTEST:

51

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53 MELISSA JACOBSEN, MMC, CITY CLERK

54

55 YES:

56 NO:

57 ABSENT:

58 ABSTAIN:

59

60 First Reading:

61 Public Hearing:

62 Second Reading:

63 Effective Date:



# MEMORANDUM

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**Ordinance 23-45, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget to Fund Anticipated Repairs or Maintenance to the United States Coast Guard Cutter (USCGC) Berth Space by Establishing Authority in the FY24 Budget for Routine Maintenance to the USCGC Berth Space. City Manager/Finance Director.**

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor Castner and Homer City Council  
**Date:** June 22, 2023  
**From:** Elizabeth Walton, Finance Director  
**Through:** Rob Dumouchel, City Manager

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**Purpose of Ordinance:**

The Coast Guard has a priority use agreement for their berth space and a portion of the funds paid are to be set aside for use in the event of any required maintenance or repairs.

Homer City Council adopted Ordinance 23-19 establishing a dedicated reserve for required maintenance or repairs associated with the United States Coast Guard Cutter (USCGC) berth space. Now, the City of Homer needs the authority to spend from this reserve to address any required maintenance or repair needs to the berth space for the fiscal year.

This will be an annual ordinance that comes before City Council to establish authority to spend up to a dollar amount on routine maintenance or repairs. An ordinance will be brought forward if additional funding is needed before the end of the fiscal year. All funds not spend within the fiscal year will return back to the USCGC Berth Space Maintenance Reserve for future use.

**Recommendation:**

Pass Ordinance authorizing up to \$20,000 to be spent on routine maintenance or repair needs associated with the USCGC berth space.

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

3 City Manager/  
4 Finance Director

5 **ORDINANCE 23-45**

6  
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA  
8 AMENDING THE FY24 CAPITAL BUDGET TO FUND ANTICIPATED  
9 REPAIRS OR MAINTENANCE TO THE UNITED STATES COAST  
10 GUARD CUTTER (USCGC) BERTH SPACE BY ESTABLISHING  
11 AUTHORITY IN THE FY24 BUDGET FOR ROUTINE MAINTENANCE  
12 TO THE USCGC BERTH SPACE.

13  
14 WHEREAS, The Coast Guard leases berth space on the West side of the Pioneer Dock to  
15 moor their vessel, the USCGC Aspen (previously USCGC Hickory); and

16  
17 WHEREAS, As part of their priority use agreement for the USCGC Hickory berth space, a  
18 portion of funds, paid monthly by the Coast Guard, is set aside for use in the event of any  
19 required maintenance or repairs; and

20  
21 WHEREAS, The Homer City Council adopted Ordinance 23-19 establishing a dedicated  
22 reserve for required maintenance or repairs of the USCGC berth space.

23  
24 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

25  
26 Section 1. The Homer City Council hereby amends the FY24 Capital Budget by  
27 appropriating \$20,000 from the USCGC Berth Space Maintenance Reserve for anticipated  
28 repairs or maintenance of the USCGC berth space as follows:

29  
30 

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
456-0383	USCGC Berth Space Maintenance Reserve	\$20,000

31  
32  
33 Section 2. This is an annual appropriation and will lapse at the end of the fiscal year.

34  
35 Section 3. This is a budget amendment ordinance, is temporary in nature, and shall not  
36 be codified.

37  
38 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this xx<sup>th</sup> day of July, 2023.

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40 CITY OF HOMER  
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KEN CASTNER, MAYOR

ATTEST:

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MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSENT:

ABSTAIN:

First Reading:

Public Hearing:

Second Reading:

Effective Date:



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

3 City Manager/  
4 Public Works Director

5 **ORDINANCE 23-46**

6  
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA  
8 AMENDING THE FY24 CAPITAL BUDGET BY ACCEPTING AND  
9 APPROPRIATING A SUB-RECIPIENT GRANT FROM THE  
10 UNIVERSITY OF ALASKA ANCHORAGE IN THE AMOUNT OF  
11 \$1,171,410 FOR THE KACHEMAK SPONGE GREEN  
12 INFRASTRUCTURE STORM WATER TREATMENT SYSTEM.  
13

14 WHEREAS, the Kachemak Bay National Estuarine Research Reserve (KBNERR) has  
15 worked with the City to identify wetlands/peatlands that could be used as a wetland treatment  
16 system as part of the City’s Kachemak Sponge Green Infrastructure Storm Water Treatment  
17 System and to submit a proposal for a grant to acquire such lands; and  
18

19 WHEREAS, The University of Alaska Anchorage (UAA), the fiscal agent for KBNERR, has  
20 received a grant from NOAA for the purpose of acquiring wetlands and peatlands to be  
21 preserved for conservation in perpetuity as part of the Kachemak Sponge Green Infrastructure  
22 Storm Water Treatment System; and  
23

24 WHEREAS, The City will be a sub-recipient of the NOAA grant and responsible for  
25 conducting the environmental reviews, surveys, appraisals and other services required to  
26 support the property acquisition; and  
27

28 WHEREAS, The NOAA grant supports one of the projects within the Slope Stability and  
29 Erosion Mitigation Program, a Legislative Priority in the 2023-2028 City of Homer Capital  
30 Improvement Plan.  
31

32 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:  
33

34 Section 1. The Homer City Council hereby amends the FY24 Capital Budget by  
35 accepting and appropriating, as a sub-recipient, a grant from the University of Alaska  
36 Anchorage in the amount of \$1,171,410 as follows:  
37

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
151-XXXX	University of Alaska Anchorage Grant	\$1,171,410

40  
41 Section 2. The City Manager is authorized to execute the appropriate documents.  
42





# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Office of the City Manager

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### Memorandum

TO: Mayor Castner and Homer City Council  
FROM: Rob Dumouchel, City Manager  
DATE: July 18, 2023  
SUBJECT: City Manager's Report for July 24, 2023 Council Meeting

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#### **Tsunami Warning on 15JUL23**

A 7+ magnitude earthquake outside of Sand Point at 10:48pm automatically triggered the tsunami warning phone system based on size and proximity to Homer. Chief Kirko, Chief Robl, and I were able to report to City facilities by 11pm, other key emergency operations members were onsite shortly thereafter. When the NOAA Tsunami Center began to issue bulletins, the affected area was truncated to exclude Homer and the rest of the Kenai Peninsula. Unfortunately our local sirens were also triggered around the same time by an external source causing confusion for residents and visitors. The entire event was concluded and an all clear given within an hour of the original notification. Between submittal of this report and the Council Meeting on the 24<sup>th</sup> Chiefs Robl and Kirko should be attending a meeting with Kenai Peninsula Borough Office of Emergency Management staff and regional stakeholders to discuss this warning and how it was managed. In the meantime, staff have taken this event as an opportunity to review and critique how we respond when an alarm goes out.

#### **Hazmat Reports for HERC Buildings**

Draft hazmat test results are in for the HERC buildings and under review by staff. The test results show the presence of PCBs at both sites. We are reworking the planned August 14<sup>th</sup> HERC work session to focus on what we've learned and how it is likely to impact our options for moving forward at the HERC campus. When the draft reports are finalized, they will be posted to the City's website.

HERC 1, the larger building which is still used for recreation, underwent a limited amount of exploratory testing in places most like to contain PCBs to take advantage of the mobilization of a hazmat testing professional to the HERC campus for the more expansive HERC 2 testing project. We found that HERC 1 does have materials that contain PCBs. For instance, the paint on the building's exterior window trim and the varnish on the interior wood paneling contain PCBs. Much more thorough testing will be needed prior to major construction or demolition in the building. HERC 2, was found to have PCBs as well. It also has more lead paint than anticipated and a significant amount of asbestos. We expect that demolition will be costly and complex for both buildings.

The test results provide important information for moving forward on the re-use of this site. Staff is researching EPA Brownfields grants which may help fund a cleanup plan and allow the City to apply for remediation funds in the future. These funding opportunities will be announced in September.

## Fritz Creek General Store Fire



Below is a report from Chief Kirko regarding the Homer Volunteer Fire Department's mutual aid involvement in the recent Fritz Creek General Store fire:

At approximately 04:01 on July 6<sup>th</sup> the Homer fire department responded to an auto-aid request for Kachemak Emergency Services Area (KESA) to provide assistance with a confirmed structure fire out East End road. It was not clear until we approached the scene that it was at the Fritz Creek General store. HVFD responded with Tanker-2 staffed with 2 on duty personnel, Firefighter's Arndt and Harvey, Deputy Chief Kahles and Chief Kirko also responded directly to the scene. Assistant Chief Cunningham remained in town for ambulance coverage in our response area. There were no volunteers that responded for the fire or to provide station cover for EMS calls while the duty crew was out of our response area.

Tanker-2 was the first unit to arrive at 04:23, and KESA C-2 was next on scene less than a minute later. Chief Kahles and I arrived on scene approximately 1 minute later. KESA ladder-1 arrived about 2 minutes after Tanker -2 and took up a tactical position for fire attack on the A-side of the building. Homer firefighter Harvey and a firefighter from KESA pulled a hand-line to the front door and began making an aggressive attack on the fire. Deputy Chief Kahles also made entry with the attack team with a thermal imaging unit to guide the attack team in suppressing the fire. The interior temps at the ceiling were 900 plus degrees and temps at the 6' level ranged from 400-600 degrees.

Firefighter Arndt was responsible for supplying water to KESA ladder-1 from our tanker and assisting with exterior operations to support the internal attack team. I was assigned by KESA command to help operations on the exterior which included forcible entry into the rear of the building to provide a second means of egress for the attack team inside. I also instructed a crew in ventilation operations to relieve the heat inside providing the attack teams a more tenable working environment inside.

When the majority of the fire was knocked down we began extensive overhaul work that lasted several hours. Overhaul is the process of looking at all areas of the structure that were involved in fire and assuring that there will not be any rekindles. Also during overhaul, crews will focus on preservation of property assuring not to disturb potential evidence of cause.

Overhaul in this case took quite a while due to the nature of the building construction, allowing for fire to continue to burn in concealed spaces between the metal roofing and the roof decking. The roof structure was compromised due to the degradation of support members inside destroyed by the fire which hampered our ability to effectively remove the metal roofing and extinguish the remaining smoldering fires. When we get our ladder truck in service this work can be done much more safely and efficiently.

The Homer crews that were there performed flawlessly and played a key role in the quick extinguishment of this fire. All crews returned to Homer at around 10:00.

When crews arrived back at station-1 we began the extensive cleanup process of getting the equipment cleaned, inspected and placed back in service. During the cleanup process we also responded to a car accident and 2 medical calls. The day concluded with 7 calls for service in total.

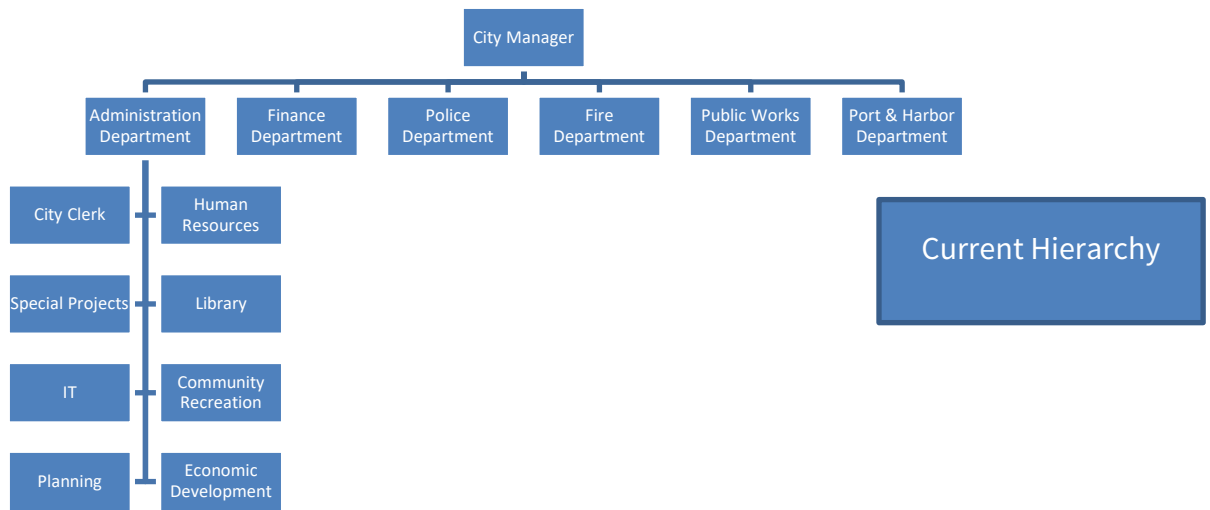
Since the fire, tanker-2 has come out of service with several repairable maintenance issues and PW has been notified. KC tanker-1 is now at the Homer station.

### **Reorganization Update**

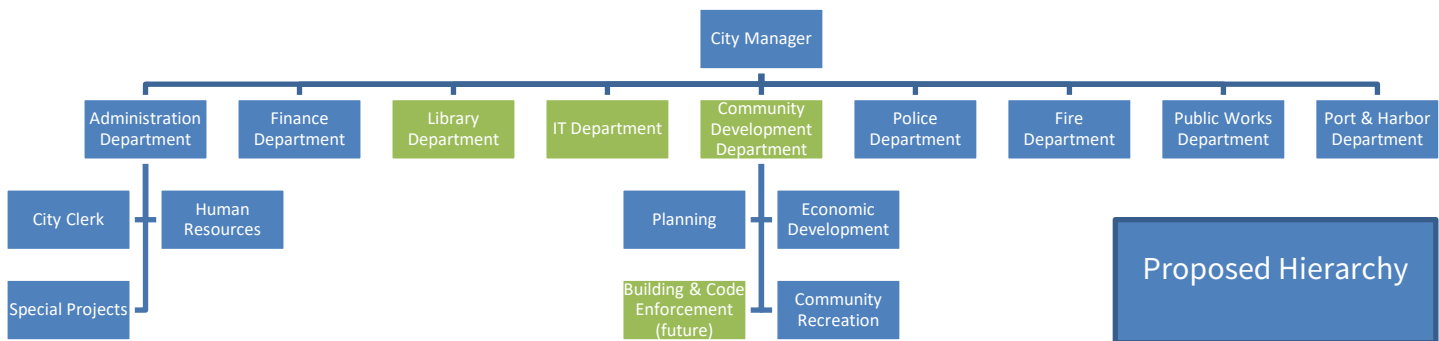
A little more than a year ago, I shared with Council a vision for reorganizing the Administration Department by spinning out a handful of divisions that don't fit within the traditional umbrella of Administration. The proposed departments were Community Development (consisting of planning, economic development, community recreation, and a future building & code enforcement division) and Library & IT Services. I've been test driving the parts of the modified structure for quite some time, and I'm ready to come back to Council with some actions to consider.

The creation of a Community Development Department would involve removing Planning, Economic Development, and Community Recreation from the Administration Department. I am also including room for a future Building & Code Enforcement Division. We don't have the funds to staff such a division at this time, but I expect that will change over the next few years. Especially if we are successful in winning a FEMA BRIC grant that is intended to help the City adopt and implement a building code. This vision has remained virtually unchanged since presented in 2022.

I am looking at taking a different approach to the Library and IT divisions. Originally I wanted to spin them out together under one director. We have operated in this fashion for a couple years now and it was hugely beneficial to the organization. That said, the concept wasn't particularly popular with the Library Advisory Board. Since the original pitch, we've grown IT one additional position and the lead IT position turned over was redeveloped into a Chief Technical Officer role instead of an IT manager. This new format has been working very well for us and I am more comfortable pursuing separate Library and IT Departments at this time (which was the preference of the LAB).



Current Hierarchy



Proposed Hierarchy

Last year I also pitched the idea of folding Finance into Administration, it’s a very common combination in local government. I’ve been experimenting with that design operationally for the last year and I’m not quite ready to suggest a change to City Code to make it permanent. Once we find the right balance for that combination I’ll bring that back to Council. In the meantime, I will bring forward the ordinances necessary to officially create departments of Community Development, Library, and IT at the next City Council meeting.

**City Council Candidacy Filing Period Opens August 1<sup>st</sup>**

The City Clerk’s office will accept Candidacy Declarations for two City Council seats beginning Tuesday, August 1<sup>st</sup> through Tuesday, August 15<sup>th</sup> at 4:30 p.m. City Council terms are for three years each. To be eligible to serve, each candidate must meet voter qualifications outlined in Homer City Code (HCC) 4.05.010, and must have been a resident within the City for a period of one year immediately preceding the election day on which the person is a candidate, per HCC 2.08.020. Candidacy filing forms can be found on the City Clerk’s webpage <https://www.cityofhomer-ak.gov/cityclerk/regular-city-election-candidate-filing-information> or at the City Clerk’s office located at 491 E. Pioneer Avenue. If you have any questions, please contact the City Clerk’s office at 907-235-3130 or email [clerk@ci.homer.ak.us](mailto:clerk@ci.homer.ak.us)

**KPB Siren Project**

The Kenai Peninsula Borough’s Office of Emergency Management began a siren upgrade project on July 7<sup>th</sup>. They are making improvements to tsunami sirens throughout the Borough. Work in Homer will include the installation of a new siren at Northern Enterprises Boatyard on Kachemak Drive.

### **Homer Projects Proposed for STIP**

The City has been successful in promoting three Homer-area transportation projects for inclusion in the Statewide Transportation Improvement Plan (STIP). Alaska Department of Transportation Statewide planners have indicated that the Homer Harbor Expansion (currently in the study phase utilizing local, State and Federal funding) will be added in the forthcoming STIP Amendment. Two other projects, currently without identified Federal funding, will also be added as “illustrative” projects: Homer Harbor Float System 1 and 4 Replacement and Spit Road Erosion Mitigation. These two projects have or will be applying for Federal discretionary funding through the Infrastructure Improvement and Jobs Act (IIJA). We are pleased that the State developed the illustrative category for projects vying for Federal grant funding. A project’s inclusion in the STIP can be a benefit in the competitive Federal grant application environment, and, most importantly, is required for municipalities to qualify to apply for Federal Department of Transportation low interest loans like TIFIA (Transportation Infrastructure Finance and Innovation Act). Access to these loans can be important part of a financing plan to help municipalities achieve significant local match requirements.

### **Meeting with New USACE Colonel**

The City had its first meeting with the new commander of the US Army Corps of Engineers Alaska District – Colonel Jeffrey Palazzini. Joining Colonel Palazzini was Randy Bowker who has been a frequent Homer Harbor Visitor and serves as the Deputy District Engineer for Program Management (DPM) and Chief of the Program and Projects management Division for the US Army Corps of Engineers, Alaska District. Representing Homer were Mayor Castner, Councilmember Aderhold, myself, Port Director Hawkins, Special Projects Coordinator Carroll, Port Administration Supervisor Woodruff, and Port Commissioners Matthews and Friend. We oriented the Colonel to the Port of Homer and discussed the progress related to the large vessel harbor expansion project to date. After our meeting, staff provided a brief tour of the port and harbor. We look forward to working with Colonel Palazzini and continuing to have a strong relationship with USACE leadership in Alaska.

### **Cathodic Protection System Corrections Underway**

We recently reported through the City Newsletter that the harbor’s cathodic protection project had been successfully completed. This was a large and complicated project meant to increase the life of existing harbor infrastructure. It has since been determined that not all anodes were installed at the correct elevations on the piles. The contractor, Global Diving, sent a small team immediately upon discovery to assess the situation and make some initial fixes. The week after they returned with a full dive team to begin fixing any other misplaced anodes.

### **FEMA BRIC Grant Update**

Our application to FEMA for the BRIC program to fund adoption and implementation of a building code (identified as a Council vision priority in 2022) has been “identified for further review.” This means that we are a serious contender for funding and can expect further follow up from FEMA Region 10 for information as they make decisions regarding which applications are to be funded in this grant cycle. We originally expected an answer in summer, but State Homeland Security staff have told us that it could be much later in the year before we get awarded funds if our application is successful.

### **National Flood Insurance Program Compliance**

The City is actively working to maintain National Floodplain Insurance Program (NFIP) compliance and improve the floodplain program. City staff met with Harmony Curtis, State of Alaska NFIP Coordinator, on April 6, 2023, for a Community Assistance Contact (CAC) meeting. During the meeting, Planning staff received

technical advice and guidance to ensure compliance with NFIP regulations. The meeting focused on the development permit process within the regulated floodplain, enabling the City to access federal grants and loans for flood hazard area development. On July 6<sup>th</sup>, we received a follow up letter from Harmony regarding the City's compliance after the CAC meeting.

Key findings from the CAC meeting include:

- NFIP training materials shared with the Planning Department
- City of Homer's Ordinance found to comply with NFIP standards
- NFIP presentation conducted for the Planning Commission
- Thorough review of the City's floodplain program and processes
- Efficient permit review and issuance practices implemented

The City remains committed to NFIP compliance, seeking continuous education and staying connected with the State NFIP Coordinator. Their efforts ensure eligibility for grant funds and protection against erosion and flood damages.

### **Follow up to Resolution 23-045**

In late April, Council passed a resolution directing me to connect with the Kenai Peninsula Borough School District regarding the future of the operations of the Mariner Theater and the Kate Kuhns Aquatic Center and report back by August 2023. I had a pre-existing meeting on my schedule with the Homer High School principal the next week, and we integrated the Council's resolution into our meeting. It was suggested that there would likely be minimal action until the State budget actually passed and was signed by the Governor. After the budget passed, and the Governor made his vetoes, I connected with the District. The Assistant Superintendent put me together with the Director of Planning and Operations. The District was still figuring out what the impact of the funding change would be and how they wanted to approach operations for the next year, however, it sounded like the District would be able to maintain operations of both facilities in the next year without assistance. It appears that through adjustments to the District's final budget, the District will be able to maintain staffing for the pools and theaters for the next year. That said, depending on decisions made in Juneau, they may be in a similar place next year and we may need to revisit this offer of assistance and partnerships if needed to maintain public access to the facilities.

### **Enclosures:**

- 1. July Employee Anniversaries**
- 2. Memo from Special Projects Coordinator Jenny Carroll re: Update on Federal and State Grant Applications**
- 3. Letter from State NFIP Coordinator Harmony Curtis re: National Flood Insurance Program (NFIP) Community Assistance Contact (CAC)**
- 4. ADA BBQ Flyer from Independent Living Center**





# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

Office of the City Manager

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(f) 907-235-3148

## Memorandum

TO: MAYOR CASTNER AND CITY COUNCIL  
FROM: Andrea Browning  
DATE: July 24, 2023  
SUBJECT: July 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.

<b>Lori Sorrows</b>	<b>Finance</b>	<b>24</b>	<b>Years</b>
<b>Dan Olsen</b>	<b>Public Works</b>	<b>22</b>	<b>Years</b>
<b>Julie Engebretsen</b>	<b>Planning</b>	<b>21</b>	<b>Years</b>
<b>Dave Welty</b>	<b>Public Works</b>	<b>15</b>	<b>Years</b>
<b>David Bernard</b>	<b>Library</b>	<b>12</b>	<b>Years</b>
<b>Jason Hoffman</b>	<b>Public Works</b>	<b>8</b>	<b>Years</b>
<b>Jason Hanenberger</b>	<b>Public Works</b>	<b>4</b>	<b>Years</b>
<b>Mark Kirko</b>	<b>Fire</b>	<b>4</b>	<b>Years</b>
<b>Owen Meyer</b>	<b>Public Works</b>	<b>2</b>	<b>Years</b>
<b>Ryan Foster</b>	<b>Planning</b>	<b>1</b>	<b>Year</b>



# MEMORANDUM

## Homer Harbor Expansion Study Monthly Written Update

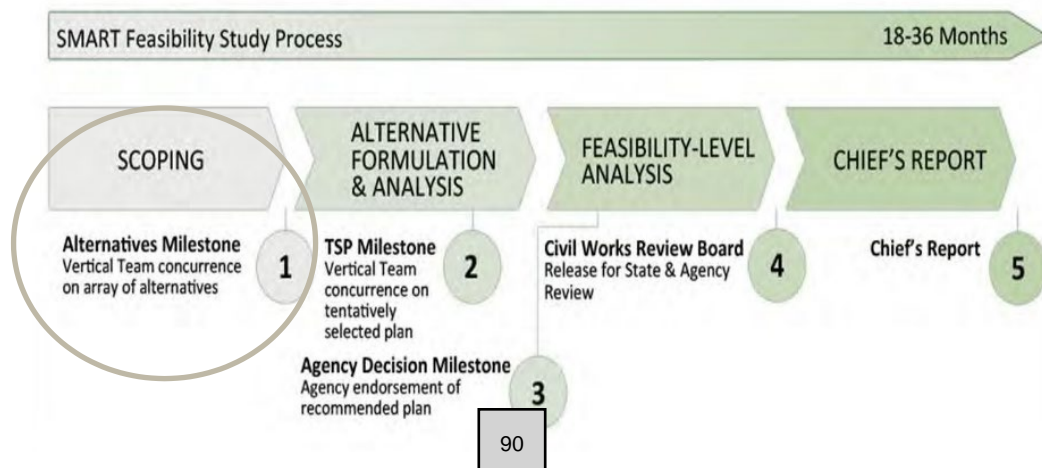
**Item Type:** Informational Memorandum  
**Prepared For:** Mayor and City Council  
**Date:** July 18, 2023  
**From:** Jenny Carroll, Special Projects and Communications Coordinator  
**Through:** Rob Dumouchel, City Manager and Bryan Hawkins, Port Director

**Purpose:** This memorandum provides the third Homer Harbor Expansion Study written update to Homer City Council per Resolution 23-037.

**Study Activities Update:** The U.S. Army Corps of Engineers (USACE) is nearing the completion of the Scoping Phase of the General Investigation; they have qualitatively rated each potential harbor expansion location and a variety of design measures (identified during the three-day design charrette) according to a set of criteria to arrive at an initial array of alternatives to carry forward into the Alternative Formulation & Analysis Phase of the study.

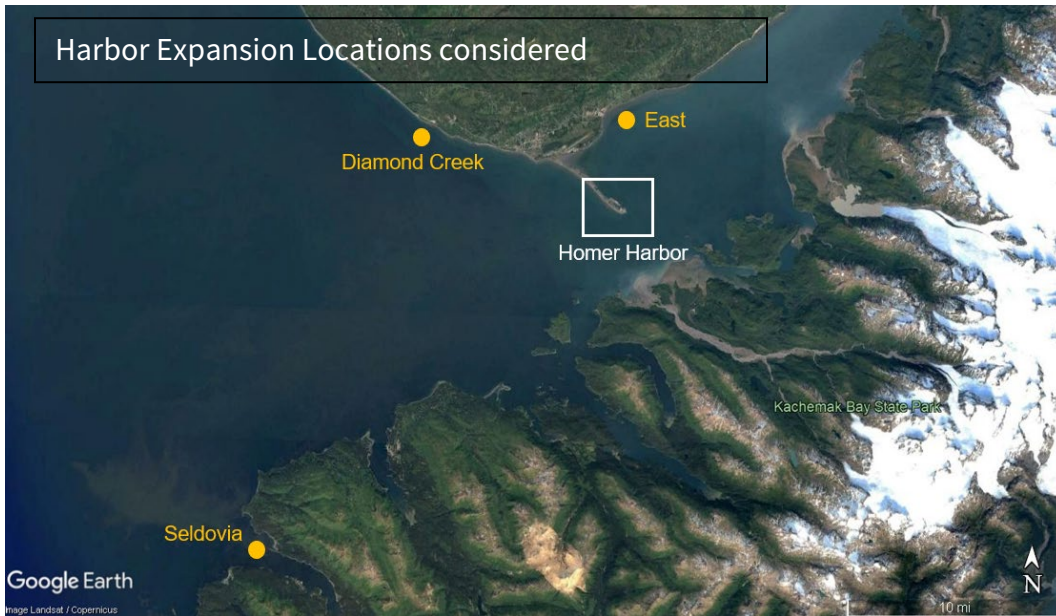
On June 30, 2023, the USACE Project Development Team (PDT) presented their selected array of alternatives to the USACE Vertical Team which consists of USACE Regional and Head Quarters Leadership. The PDT then obtained conditional approval that the study has successfully completed the Alternatives Milestone. After the USACE PDT completes some additional reporting, the study will move into the second phase of the study in which the USACE conducts a more in-depth analysis on the selected alternative design solutions, identifies the fleet and conducts modeling. As the study progresses, alternatives will be refined and additional measures could be identified. The process will result in screening out alternatives and arriving at a Tentatively Selected Plan (TSP).

The proposed timeline is to arrive at TSP Milestone by the end of the first year of the study.



**Screening Results**

**Locations:** Three of the four potential harbor locations identified and considered in the initial alternative screenings were screened out: Diamond Creek area, East of the Homer Airport, and the City of Seldovia. The location adjacent to or in the vicinity of existing Homer Harbor will move forward.



Location Alternative	Carried Forward	Screening Comments
New harbor at Diamond Creek	No	<ul style="list-style-type: none"> <li>Parts of the area around Diamond Creek are under environmental protections, others are privately owned.</li> <li>Concerns about erosion and disruption of longshore transport of sediments</li> </ul>
New harbor east of Homer Airport	No	<ul style="list-style-type: none"> <li>Requires a road/causeway out to the site to reach appropriate depth.</li> <li>Would cause inefficiencies to marine trades businesses by separating their client base into two locations.</li> </ul>
New harbor at Seldovia	No	<ul style="list-style-type: none"> <li>Outside City limits</li> <li>Historical natural harbor</li> <li>Following opening of the small boat harbor in 1964, Homer replaced Seldovia as the economic, cultural, and recreational hub of Kachemak Bay</li> </ul>

**Structural Measures:** All structural measures proposed will be carried forward in the study, except floating breakwaters which were determined to be inefficient for the location’s wave climate and ineffective for the harbor depth. The table below summarizes the measures. As the study progresses additional measures could be identified, and others could be screened out. (A measure is a feature or activity that can be implemented at a specific geographic site to address one or more of the planning objectives.)

Measures	Carried Forward (Yes/No)
<b>General Navigation Features – Structural</b> (Features eligible for Federal construction & operations/maintenance funding.)	
Aquatic organism passage (AOP)	Yes
Dredging	Yes
Entrance Channel	Yes
Floating breakwater	No: Inefficient for wave climate. Ineffective for Harbor Depth
Non-floating structure breakwater	Yes
Rubble mound breakwater	Yes
Turning basin	Yes
<b>Local Service Facilities – Structural</b> (Facilities under the jurisdiction of the City).	
Boat launch	Yes
Boat wastewater disposal facility	Yes
Cargo loading infrastructure	Yes
Coast Guard berthing space	Yes
Docks	Yes
Float system	Yes
Harbor support facilities- fuel, potable water, electricity, sewage disposal, dock facilities	Yes
Moorage basin	Yes
Uplands	Yes

**Non-structural measures:** The following table summarizes the screening results of the non-structural measures.

Non-Structural Measures	Carried Forward (Yes/No)	Screening Comments
ADA Compliance	Yes	
Harbor float restructuring	No	<ul style="list-style-type: none"> <li>Does not meet planning objectives</li> <li>Currently Utilized by Homer Harbor</li> </ul>
Use of natural tides	No	
Traffic management system	No	

**Initial Design Alternatives:**

Alternative Description	Carried Forward (Yes/No)	Screening Comments
<b>1a: Enclosed basin, minimal footprint (no uplands)</b>	Yes	<ul style="list-style-type: none"> <li>Addresses planning objectives</li> <li>Cost effective</li> </ul>
<b>1b: Enclosed basin, moderate footprint (uplands)</b>	Yes	<ul style="list-style-type: none"> <li>Addresses planning objectives</li> <li>Allows for uplands and associated benefits</li> </ul>
<b>1c: Enclosed basin (extended), moderate footprint (uplands)</b>	Yes	<ul style="list-style-type: none"> <li>Addresses planning objectives</li> <li>Allows for Harbor expansion to accommodate future fleet growth of larger vessels</li> </ul>
<b>1d: Enclosed basin (crescent), maximum footprint</b>	Yes	<ul style="list-style-type: none"> <li>Addresses planning objectives</li> <li>Allows for Harbor expansion to accommodate future fleet growth</li> <li>Allows inclusion of significantly larger vessels</li> <li>Allows significant space for expansion of uplands</li> </ul>
<b>2: Detached breakwater</b>	Yes	<ul style="list-style-type: none"> <li>Addresses planning objectives</li> </ul>
<b>3a: Floating breakwaters with enclosed basin:</b> Floating breakwaters creating single enclosed basin adjacent to existing harbor with no associated uplands. Provides moorage for design fleet. Re-configure current harbor to accommodate future fleet (and waitlist boats). Provides minimum local service facilities required for design fleet. (fuel, water, potable water, electricity, sewage disposal, dock facilities)	No	<ul style="list-style-type: none"> <li>Addresses planning objectives</li> <li>May allow more cost-effective alternative to rubble mound construction dependent upon depth</li> <li>Inefficient for wave climate</li> <li>Ineffective for harbor depth</li> </ul>

<p><b>3b: Floating breakwater and non-floating breakwater:</b> Combination of floating breakwater and rubble mound breakwater or similar non-floating breakwater creating single enclosed basin adjacent to existing harbor with or without uplands. Provide moorage for design fleet. Reconfigure current harbor to accommodate future fleet (including boats on waitlist). Provide minimum local service facilities required for design fleet. (fuel, water, potable water, electricity, sewage disposal, dock facilities)</p>	<p>No</p>	<ul style="list-style-type: none"> <li>• Addresses planning objectives</li> <li>• May allow more cost-effective alternative to rubble mound construction dependent upon depth.</li> <li>• Inefficient for wave climate</li> <li>• Ineffective for harbor depth</li> </ul>
<p><b>4: Material removal and inside harbor modification:</b> Remove material from inside the spit to enlarge the harbor. Reconfigure harbor floats and move essential infrastructure. Does not accommodate design fleet or future fleet. Minimal federal action.</p>	<p>No</p>	<ul style="list-style-type: none"> <li>• Provides insufficient additional moorage to address overcrowding and inefficiency issues</li> <li>• Not Cost effective; High cost to Non-Federal Sponsor for minimal additional moorage</li> </ul>
<p><b>5a: New harbor at Diamond Creek:</b> Construct new harbor in Diamond Creek vicinity that accommodates design fleet and future fleet. (cost prohibitive, exposed, construct roads, no city services, and all new facilities west of Homer). Relieves road traffic congestion.</p>	<p>No</p>	<ul style="list-style-type: none"> <li>• Parts of the area around Diamond Creek are under environmental protections, others are privately owned.</li> <li>• Concerns about erosion and disruption of longshore transport of sediments</li> </ul>
<p><b>5b: New harbor east of Homer airport:</b> Construct new harbor location east of Homer Airport. (road needed, would require a causeway to reach appropriate depth.) Relieves road traffic congestion.</p>	<p>No</p>	<ul style="list-style-type: none"> <li>• Would require a road/causeway out to the site to reach appropriate depth.</li> <li>• Would require an additional harbor master's office and staff.</li> <li>• Would have very high Non-Federal Sponsor costs due to all-new LSF infrastructure.</li> <li>• Would cause inefficiencies to marine trades businesses by separating their client base into two locations.</li> </ul>
<p><b>5c: New harbor at Seldovia:</b> Construct new harbor in Seldovia. (road needed, would require a causeway to reach 30' depth.) Relieves road traffic congestion</p>	<p>No</p>	<ul style="list-style-type: none"> <li>• Outside city limits</li> </ul>

<p><b>6: Enclosed basin, external small boat harbor:</b> Rubble mound or similar non-floating structure breakwater creating single enclosed basin adjacent to existing harbor with no associated uplands. Provide moorage for small boats outside of current harbor. Reconfigure current harbor to accommodate large vessels, including dredging and new float system. Provide minimum local service facilities required for design fleet. (fuel, water, potable water, electricity, sewage disposal, dock facilities)</p>	<p>No</p>	<ul style="list-style-type: none"> <li>• Repurposing the current harbor for large vessels would require significant changes to inner harbor dock and float configuration.</li> <li>• Inner harbor would require more dredging to accommodate larger vessels.</li> </ul>
<p><b>7: Nonstructural float restructuring:</b> Modify float configuration in existing harbor to reduce need for side-tie moorage by accommodate diagonal moorage for larger vessels currently on transient dock. Does not accommodate design fleet or future fleet and involves no federal action (all LSF).</p>	<p>No</p>	<ul style="list-style-type: none"> <li>• May increase harbor efficiency for some users but would make it unusable for others depending on boat type and would not address other planning objectives.</li> </ul>

**Summary of Major Plan Components:** Below are the major plan components under consideration for the alternatives moving forward.

Alternative		Major Plan Components		
		General Navigation Features	Possible Local Service Facilities	
1a	Enclosed basin, minimal footprint	<ul style="list-style-type: none"> <li>• Rubble mound breakwater or similar non-floating structure breakwater</li> <li>• Dredging</li> <li>• Aquatic Organism Passage (AOP) as needed</li> </ul>	<ul style="list-style-type: none"> <li>• Float system</li> </ul>	
1b	Enclosed basin, moderate footprint		<ul style="list-style-type: none"> <li>• Coast Guard berthing</li> </ul>	<ul style="list-style-type: none"> <li>• Potential for uplands</li> </ul>
1c	Enclosed basin with extension, moderate footprint		<ul style="list-style-type: none"> <li>• Harbor support facilities</li> <li>• Docks</li> </ul>	
1d	Enclosed basin (crescent), maximum footprint		<ul style="list-style-type: none"> <li>• Boat launch</li> <li>• Cargo loading infrastructure</li> </ul>	
2	Detached breakwater	<ul style="list-style-type: none"> <li>• Turning Basin</li> <li>• Entrance Channel</li> </ul>	<ul style="list-style-type: none"> <li>• Boat wastewater disposal facility</li> <li>• Moorage basin</li> </ul>	

### **Project Development Team Meetings**

City staff attended three USACE project meetings in the past month. At the June 28 meeting, the USACE PTD coordinated the Alternatives Array and Screening presentation they would be making to the Vertical Team. At the June 5 meeting, the USACE team discussed the additional information that the Vertical Team wanted to see in the Project Management Plan, and began discussions of data collection necessary for the study (e.g. survey/mapping, geotechnical sampling and simulating ship movements), the study's overall budget forecast and cost effective ways to collect that data and accessing any existing data. At the July 12 meeting, the PDT discussed completing the risk register, which identifies risks to completing the study in the time period and identifies ways to address those potential risks. Other focus meetings (to detail geotechnical sampling needs, engaging US Coast Guard planners and an economic simulation model better designed for small boat harbors) were also arranged.

On July 10, Kayla Campbell of the USACE convened an Environmental Stakeholder Working Group meeting. The purpose of the group is to engage local and agency environmental stakeholders to facilitate information exchange regarding natural resources and potential impacts. There are several agencies formally cooperating on the study in addition. This includes, among others, the Environmental Protection Agency, U.S. Coast Guard, U.S. Fish and Wildlife Service, Alaska Department of Fish and Game, National Marine Fisheries Service.

### **Communications**

City staff are actively coordinating with the HDR communications team to provide outreach and public information about the study with a current focus on social media posts sharing goals of the study established in the City Council adopted Charter, and communicating information on the USACE's Alternatives and Measures Milestone.

- In addition to typical public notice, the July 24<sup>th</sup> City Council Worksession was publicized via email to the harbor expansion study contacts list, social media and via flyers posted in about 20 local businesses to drive public awareness and engagement.
- A summary chart, list of terms, and a unique web page within homerharborexansion.com have been developed for the initial array of alternatives.
- Additional email and flyer publicity will drive traffic to the website to encourage public input.

Study information and updates are consistently being shared in the City's monthly newsletter, through social media (FB and Instagram), and on the Homer Harbor Expansion website.

A public event, Homer Harbor Expansion Update, is being tentatively scheduled for Saturday, September 23<sup>rd</sup>. More information will be forthcoming once details are confirmed.

### **RECOMMENDATION:**

Informational Only.





THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

Department of Commerce,  
Community, and Economic  
Development

DIVISION OF COMMUNITY AND REGIONAL AFFAIRS  
Anchorage Office

550 West Seventh Avenue, Suite 1640  
Anchorage, Alaska 99501  
Main: 907.269.4581  
Fax: 907.269.453

June 28, 2023

Mayor Ken Castner  
City of Homer  
491 East Pioneer Ave  
Homer AK 99603  
mayor@ci.homer.ak.us

Re: National Flood Insurance Program (NFIP) Community Assistance Contact (CAC)

I accepted the invitation to meet with city planning staff on April 06, 2023, to discuss the City of Homer's participation in the National Flood Insurance Program (NFIP). This meeting is called a Community Assistance Contact (CAV) and was conducted with Planning Staff, Bella Vaz, and Courtney Dodge.

The primary purpose of this CAC was to offer technical advice and answer any specific question to help the City of Homer comply with the program. The focus was the development permit process within the regulated floodplain. The enforcement of floodplain development regulations qualifies the community to apply for federal grants or federal backed loans for development within flood hazard areas, and provides businesses, renters, and homeowners the ability to purchase flood insurance for protection against much of the devastating financial loss resulting from flood disasters.

This visit was, also, intended to provide the most current information on NFIP regulations, and giving staff an opportunity to discuss any issues concerning the floodplain management program.

This letter summarizes findings during this Community Assistance Contact (CAC).

1. NFIP training was requested to familiarized with the program and onboarding plan for new staff.
  - 4/10/23 NFIP Online Trainings emailed to Courtney Dodge, Planning Department.
  - Substantial Damages and Substantial Improvement Reference Book left as resource material with Planning Department.
  - 6/02/23 NFIP Q&A Reference Guide mailed to City of Homer, Planning Department.
2. The City of Homer's Ordinance was reviewed during the meeting for compliance with the minimum standards of the 44 CFR 60.3 and no deficiencies were found at this time.
3. A NFIP presentation was requested for Planning Commission that occurred on 6/07/23 to help provide a wider knowledge base about NFIP and the floodplain regulations within the community.
4. The city's floodplain program and processes were reviewed. Digital Floodplain Insurance Rate Maps, DFIRMs, permit applications, Floodplain Ordinances and technical bulletins were available on the city's website.
5. A permit site review occurred, and the Planning Department used proper methods for permit review and issuance.
  - The City of Homer had copies of current permits on hand and information was easily located.
  - Due to having minimal staffing, the City of Homer Planning staff uses an acceptable method of requiring pictures provided by applicant to complete before and after inspections of the project to show the work is completed and the project complied with permit requirements (building elevated, flood vents were added, fuel tanks anchored, etc.).
  - 4/10/23 Planning Department was emailed a permit checklist and example copies of development permits for their resources.

In summary, the City of Homer is compliant with the agreement made with FEMA to participate in the NFIP and continues to try to improve the program by participating in training and staying in contact with State NFIP Coordinator to assist with general technical advice. The City of Homer's staff continues to seek out continued education and information to ensure that the program is being implemented within the community to stay in compliance with the NFIP ensuring the community qualifies for grant funds after storm events and grants that may be available to protect the community from erosion and flood damages.

I am committed to working with the City of Homer to ensure their continued participation in the NFIP and helping your continued efforts to be in the Community Rating System, CRS, program. If you have any questions, please feel free to contact me at (907) 269-7904, [harmony.curtis@alaska.gov](mailto:harmony.curtis@alaska.gov).

Sincerely,



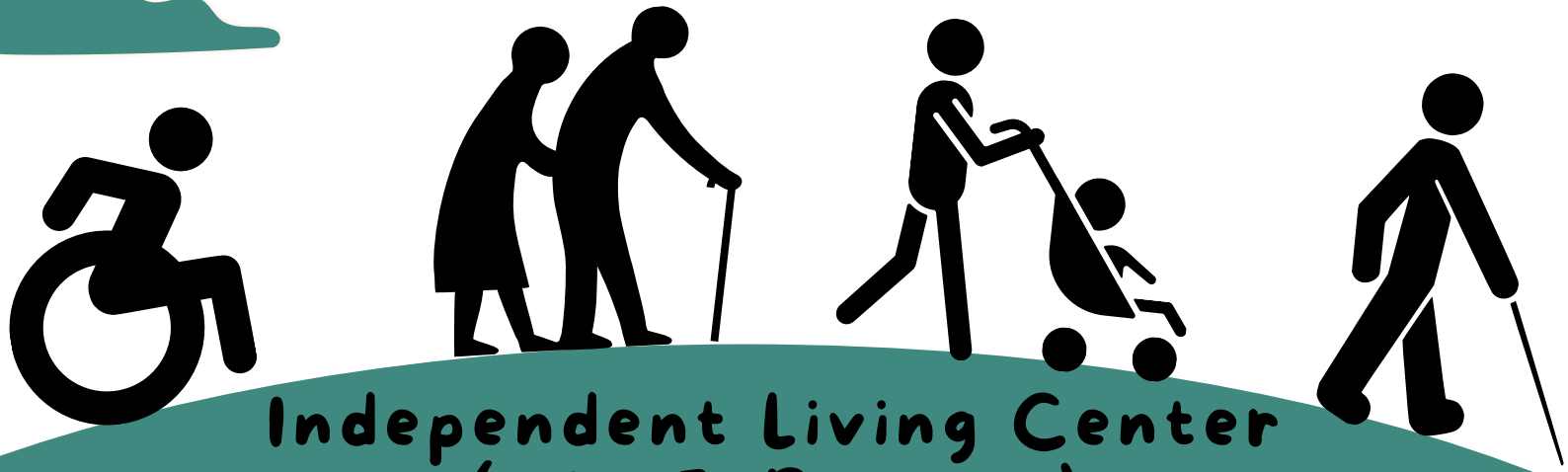
Harmony J. Curtis, CFM  
Local Government Specialist 4,  
State of Alaska NFIP Coordinator

cc: Rob Dumouchel, City Manager, City of Homer  
Bella Vaz, Assistant to the City Manager, City of Homer  
Courtney Dodge, Planning Director, City of Homer  
Nichole Tham, Operations Division Manager, State of AK, DCCED, DCRA  
John Graves, Floodplain Management and Insurance Branch Chief, FEMA Region 10



Wednesday July 26  
11:30-2:30

# AMERICAN WITH DISABILITIES ACT CELEBRATION



Independent Living Center  
(265 E. Pioneer)  
Homer

Celebrate with us the 33rd anniversary of the passing of ADA with a BBQ, lawn games, outside art project followed by a group walk.

All are welcome. Free event.