



Agenda

City Council Regular Meeting

Monday, May 12, 2025 at 6:00 PM

City Hall Cowles Council Chambers In-Person & Via Zoom Webinar

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

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

- [a.](#) Recognition of the 56th Annual Professional Municipal Clerks Week May 4-10th
- [b.](#) Mayoral Proclamation Peace Officer Memorial Day May 15th & National Police Week May 11-17th
- [c.](#) Mayoral Proclamation National Public Works Week May 18-24th

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 Special and Regular Meeting Minutes of April 28, 2025. City Clerk. Recommend adoption.
- [b.](#) Ordinance 25-36, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code 21.10.030 to Amend the Homer City Zoning Map to Rezone a Portion of the Rural Residential (RR) Zoning District to General Commercial 1 (GC1) Zoning District at 3145 Lampert Lane. Planning Commission. Introduction May 12, 2025 Public Hearing and Second Reading May 27, 2025.

Memorandum CC-25-128 from City Planner as backup

- [c.](#) Ordinance 25-37, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code 21.10.030 to Amend the Homer City Zoning Map to Rezone a Portion of the Rural

Residential (RR) Zoning District to Residential Office (RO) Zoning District at 4410 East Hill Road and 1374 East End Road. Planning Commission. Introduction May 12, 2025 Public Hearing and Second Reading May 27, 2025.

Memorandum CC-25-129 from City Planner as backup

- [d.](#) Resolution 25-044, A Resolution of the City Council of Homer, Alaska, Designating the Month of July as Peony Month to Celebrate the Beauty, Resiliency, Cultural Significance and Recognize the Unique Bloom Times of the Flower in Alaska. Venuti.
- [e.](#) Resolution 25-045, A Resolution of the City Council of Homer, Alaska, Approving Amendments to Task Order 24-03, with HDR Engineering, as the Homer Harbor Expansion Owners Representative to Update Tasks Two through Four Refining Geotechnical Investigations Services Scope of Work and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Port Director.

Memorandum CC-25-130 from Port Director as backup

- [f.](#) Resolution 25-046, A Resolution of the City Council of Homer, Alaska, Awarding Task Order #2 to Alaska Harbor Consulting, LLC for Engineering and Professional Services to Complete Preliminary Design Engineering to Support Replacement of System 4 in the Homer Harbor and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Port Director.

Memorandum CC-25-131 from Port Director as backup

- [g.](#) Resolution 25-047, A Resolution of the City Council of Homer, Alaska, Authorizing the City Manager to Execute a Loan Agreement with the State of Alaska Department of Environmental Conservation under its Alaska Drinking Water Fund Program in an Amount Not to Exceed \$491,400 to Finance the Ohlson Lane West Bunnell Avenue Water Main Replacement Project. City Manager/Public Works Director.

Memorandum CC-25-132 from Public Works Director as backup

- [h.](#) Resolution 25-048, A Resolution of the City Council of Homer, Alaska, Authorizing the City Manager to Accept Loan Funds from the State of Alaska Department of Environmental Conservation under its Alaska Clean Water Fund Program in an Amount Not to Exceed \$324,000 to Finance the Ohlson Lane West Bunnell Avenue Water and Stormwater Drain Project. City Manager/Public Works Director.

Memorandum CC-25-133 from Public Works Director as backup

VISITORS

- a. Safe & Healthy Kids Fair Presentation - Lisa Asselin-Martin
- [b.](#) KPEDD Presentation - Cassidi Cameron

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. Americans with Disabilities Act Advisory Board
- f. Planning Commission
- g. Port and Harbor Advisory Commission
 - i. Port & Harbor Property Leases Presentation

PUBLIC HEARING(S)

- a. Resolution 25-043, A Resolution of the City Council of Homer, Alaska, Amending the City of Homer Fee Schedule to Enact Special Event Fees. City Manager/Public Works Director.

Memorandum CC-25-127 from Public Works Director as backup

ORDINANCE(S)

- a. Ordinance 25-38, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Fiscal Years 2026 and 2027 for the General Fund, Water Fund, Sewer Fund, Port/Harbor Fund and Internal Service Funds. City Manager. Introduction May 12, 2025 Public Hearing and Second Reading Tuesday, May 27, 2025.
- b. Ordinance 25-39, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Fiscal Years 2026 and 2027 Capital Budget. City Manager. Introduction May 12, 2025 Public Hearing and Second Reading Tuesday, May 27, 2025.

CITY MANAGER'S REPORT

- a. City Manager's Report
- b. FY25 3rd Quarter Report

PENDING BUSINESS

- a. Memorandum CC-25-123 from ADA Coordinator re: ADA Advisory Board Approved Draft Request for Information.

Memorandum CC-25-138 from City Manager re: ADA Request for Information

NEW BUSINESS

RESOLUTIONS

- a. Resolution 25-049, A Resolution of the City Council of Homer, Alaska, Establishing a Community Recreation Building Non-Endowed Field of Interest Fund with the Homer Foundation and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. Erickson.

Memorandum CC-25-134 from Councilmember Erickson as backup

- b. Resolution 25-050, A Resolution of the City Council of Homer, Alaska, Directing City Staff to Collaborate with KBBI Public Radio to Facilitate the Annual Concert on the Lawn Fundraiser at Karen Hornaday Park, Addressing Logistical Needs and Minimizing the Impact on City Owned Baseball Fields. Davis/Venuti.

Memorandum CC-25-135 from Councilmember Davis as backup

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY ATTORNEY

COMMENTS OF THE CITY CLERK

COMMENTS OF THE CITY MANAGER

COMMENTS OF THE MAYOR

COMMENTS OF THE CITY COUNCIL

ADJOURNMENT

Next Regular Meeting is Tuesday, May 27, 2025 at 6:00 p.m., Committee of the Whole at 5:00 p.m. All meetings are scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

**CITY OF HOMER
HOMER, ALASKA
Mayoral Recognition**

***56th ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK
May 4 - 10, 2025***

WHEREAS, The Office of the Municipal Clerk, is the oldest among public servants, a time honored and vital part of local government exists throughout the world; and

WHEREAS, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels; and

WHEREAS, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

WHEREAS, The Municipal Clerk serves as the information center on functions of local government and community; and

WHEREAS, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops, annual meetings of their state, provincial, professional organizations; and

WHEREAS, It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

NOW, THEREFORE, I, Rachel Lord, as Mayor of the City of Homer and on behalf of the City Council, do hereby recognize the week of May 4 - 10, 2025, as

56TH ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK

and express our appreciation to our Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the community:

Renee Krause, Master Municipal Clerk
Zach Pettit, Deputy City Clerk II
Ashley Appel, Deputy City Clerk I

DATED THIS 12TH DAY OF MAY, 2025

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

**CITY OF HOMER
HOMER, ALASKA
Mayoral Proclamation**

***National Police Week May 12-18, 2025
Peace Officers Memorial Day – May 15, 2025***

WHEREAS, The officers of the Homer Police Department and the Alaska State Troopers stationed in the Homer Area, play an essential role in safeguarding the rights and freedoms of the residents and visitors; and

WHEREAS, It is important that all citizen understand the duties, responsibilities, hazards and sacrifices of the City of Homer Police Officers and the Alaska State Troopers; and

WHEREAS, Those Officers of the Police Department and State Troopers are deserving of recognition for safeguarding life and property, protecting against violence and disorder; and

WHEREAS, The dedication of the Homer Police Department and Alaska State Troopers to our community is a testament to their commitment to public service and to upholding the principles of justice and fairness; and

WHEREAS, The United States Congress and President have designated May 15th of each year as Peace Officers Memorial Day and the week it falls within as National Police Week.

NOW, THEREFORE, BE IT RESOLVED, that I, Rachel Lord Mayor of the City of Homer, Alaska on behalf of the Homer City Council, do hereby proclaim May 15, 2025, as:

PEACE OFFICERS MEMORIAL DAY

and call upon all citizens of Homer to observe the week of May 12-18, 2025 as National Police Week by showing their appreciation for our local law enforcement officers and remembering those who have made the ultimate sacrifice.

DATED THIS 12TH DAY OF MAY, 2025

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

**CITY OF HOMER
HOMER, ALASKA
IN APPRECIATION AND RECOGNITION OF**

***Public Works Week
May 18-24, 2025***

WHEREAS, Public Works Professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities, the public health, high quality of life and the general well-being of the people of the City of Homer; and

WHEREAS, The infrastructure, facilities, and services could not be provided without the dedicated efforts of the Public Works Department Employees, at all levels, who are responsible for rebuilding, improving, and protecting our City's transportation ways, water supply, water treatment, wastewater systems, public buildings, and other facilities essential for our citizens; and

WHEREAS, It is in the best interest of the City of Homer to understand the importance of Public Works, Public Works programs, and recognize the Public Works Professionals for the benefits they provide for the community.

BE IT RESOLVED, I, Mayor Rachel Lord, do hereby designate the week of May 18–24, 2025, as Public Works Week recognizing the substantial contributions that our Public Works Professionals make to protecting our health, safety, and advancing quality of life for all.

BE IT FURTHER RESOLVED, on behalf of the City of Homer, Alaska express our heartfelt appreciation, admiration and respect for the commitment and dedication to the community and city operations.

Dated this 12th Day of May, 2025

Rachel Lord, Mayor

Attest:

Renee Krause, MMC, City Clerk

Session 25-12 a Regular Meeting of the City Council of Homer, Alaska was called to order on Monday, April 28, 2025 by Mayor Rachel Lord 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. The Council conducted a Special Meeting at 3:00 p.m. adjourning to Executive Session to discuss Lease Matters, Worksession at 4:00 p.m. to discuss the FY26/FY27 Proposed Budget.

PRESENT: COUNCILMEMBERS HANSEN, ADERHOLD, VENUTI, PARSONS, DAVIS

ABSENT: COUNCILMEMBER ERICKSON (EXCUSED)

STAFF: CITY MANAGER JACOBSEN
CITY CLERK KRAUSE
CITY ATTORNEY GATTI
PORT DIRECTOR HAWKINS
CHIEF TECHNOLOGY OFFICER JIRSA
PUBLIC WORKS DIRECTOR KORT
HR DIRECTOR BROWNING
FIRE CHIEF KIRKO

CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mayor Lord called the meeting to order and invited everyone present to stand for the Pledge of Allegiance.

City Clerk Krause called attendance. Councilmember Erickson requested excusal and timely notice was provided.

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

Mayor Lord read the Supplemental Items into the Record: Under **VISITORS** Item b. Homer Japanese Club Presentations and Under **CITY MANAGER'S REPORT** Item a. Public Comments received.

ADERHOLD/VENUTI MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

MAYORAL PROCLAMATIONS AND RECOGNITIONS

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

Mayor Lord invited the public to comment on any item on the agenda with the exception of the following:

- Ordinance 25-31 Appropriating an Additional \$72,382 for a Change Order to the Fuel Island Replacement Contract
- Ordinance 25-32 Appropriating \$1,300 Additional Funding for the Crane Eight Control System Replacement Project

- Ordinance 25-33 Appropriating \$45,000 for the Purpose of Installing Air Filled Floats to Refloat DD Float in System Four
- Ordinance 25-34 Appropriating \$45,500 for Replacing a Fender on the Deep Water Dock
- Ordinance 25-35 Re-appropriating ADEC Grant Funds from the Beluga Slough Green Infrastructure Stormwater Treatment System Project to the Purchase of Hydroseeding Equipment.

Dr. Tyler Haas, commented on Resolution 25-036 providing his training, previous experience and how he came to reside in Alaska, specifically Homer.

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 Regular Meeting Minutes of April 14, 2025. City Clerk. Recommend adoption.
- b. Resolution 25-034, A Resolution of the City Council of Homer, Alaska Approving an Amendment to the Sublease between the City of Homer and Sterling Airways DBA Aleutian Airways for Counter Space at the Homer Airport Terminal and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Port Director. Recommend adoption.

Memorandum CC-25-115 from Port Administrative Supervisor as backup.

- b. Resolution 25-035, A Resolution of the City Council of Homer, Alaska, Amending the Homer Public Library Policies and Procedures Manual. City Manager/Library Director. Recommend adoption.

Memorandum CC-25-116 from Library Director as backup.

- c. Resolution 25-036, A Resolution of the City Council of Homer, Alaska Approving Dr. Tyler Haas as Medical Director to Lead in the Oversight and Medical Direction of the Homer Volunteer Fire Department's Advanced Life Support (ALS) Ambulance Service and the Homer Police Department's Emergency Medical Dispatch Programs. City Manager. Recommend adoption.

Memorandum CC-25-117 from City Manager as backup.

- f. Resolution 25-037, A Resolution of the City Council of Homer, Alaska Extending Appreciation for our Friendship with Sister City Teshio, Hokkaido, Japan and Designating the Students and Chaperones Traveling to Teshio in May-June 2025, Official City of Homer Sister City Ambassadors. Venuti/Davis/Mayor. Recommend adoption.

- h. Resolution 25-038, A Resolution of the City Council of Homer, Alaska, Approving a Sub-Lease Agreement between Happy Face, LLC and Uncle Thirsty's, LLC Occupying 1,166 Square Feet in the building located on the Property identified as T7S R13W Section 1 Seward Meridian HM0890034, Homer Spit Amended Lot 32 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Port Director. Recommend adoption.

Memorandum CC-25-118 from Port Property Associate as backup.

- i. Resolution 25-039, A Resolution of the City Council of Homer, Alaska, Approving a Sub-Lease between Happy Face, LLC and Southwest Alaska Pilots Association Occupying 3,696 Square Feet in the building located on the Property identified as T7S R13W Section 1 Seward Meridian HM0890034, Homer Spit Amended Lot 32 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Port Director. Recommend adoption.

Memorandum CC-25-119 from Port Property Associate as backup.

- j. Resolution 25-040, A Resolution of the City Council of Homer, Alaska, Approving a Sub-Lease between Happy Face, LLC and Spittoon, LLC Occupying 1,166 Square Feet in the Building located on the Property identified as T7S R13W Section 1 Seward Meridian HM0890034, Homer Spit Amended Lot 32 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Port Director. Recommend adoption.

Memorandum CC-25-120 from Port Property Associate as backup.

- k. Resolution 25-041, A Resolution of the City Council of Homer, Alaska Requests, In the Interest of Pedestrian Safety, that the State of Alaska Department of Transportation and Public Facilities Modify Its Current Design for Reconstruction of that Portion of the Sterling Highway crossing the Diamond Creek Drainage to Include a Pedestrian Underpass and Multi-Use Pathway. Aderhold/Parsons. Recommend adoption.

Memorandum CC-25-121 from Councilmembers Aderhold and Parsons as backup.

- l. Resolution 25-042, A Resolution of the City Council of Homer, Alaska Acknowledging the Insufficiency of the Petition for the East Bunnell Avenue Road Reconstruction and Paving Improvements Special Assessment District. City Clerk. Recommend adoption.

Memorandum CC-25-122 from City Clerk as backup.

City Clerk Krause read the Consent Agenda as presented into the record.

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

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

VISITORS

- b. Homer Japanese Club – Megumi Beams

Members of the Japanese Club provided a presentation expressing their appreciation for the community support, their goals during their visit to Homer's Sister City, Teshio, Hokkaido Japan and excitement with the opportunity to travel to visit and experience the culture of the cities in Japan.

- a. Homer Harbor Expansion Status Update

Ron McPherson with HDR provided a presentation of the Homer Harbor Expansion Project and what has been accomplished over the past quarter and what would be done in the next quarter.

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

a. Special Meeting

Mayor Lord reported that Council met in executive session duration of the meeting and Council provided direction to the City Attorney, City Manager and Port Director.

b. Worksession Report

City Manager Jacobsen reported that discussion was facilitated on the Proposed FY26/FY27 Budget B amendments noting that with incremental cuts to various line items and not filling vacant positions provided the necessary funding to maintain staffing for the Library or Community Recreation.

c. Committee of the Whole Report

Councilmember Aderhold reported on the discussion facilitated on Resolutions 25-041, 25-042, Ordinance 25-35, Fire Department under the City Manager's Report, Memorandum CC-25-123 regarding the ADA RFI and Resolution 25-043.

d. Mayor's Report

Mayor Lord reported on the letters she wrote to the Elks Club and KBNERR.

e. Borough Report

f. Planning Commission Report

Charles Barnwell, Planning Commissioner reported items addressed by the Commission at the regular meetings on March 19, 2025 and April 16, 2025 and invited the Council to attend the special meeting on the Comprehensive Plan on Tuesday, April 29th at 5:30 p.m.

g. Library Advisory Board Report

Memorandum CC-25-124 from Library Advisory Board re: Proposed FY26/FY27 Budget Cuts – Library Staff Reductions

Doug Baily, Chair, reported on Board actions covering:

- Finances covered some of the issues in the memorandum provided
 - City Revenue
 - State
 - Federal – Severe reduction will impact Libraries
- Encouraged the City to find the funding necessary.
- Board comments on the draft Comp Plan
 - Support SPH & KPB in the document seems political
 - Narrow specifics in the plan that were overly defeated in Homer
 - Outside the jurisdiction of the city

h. Parks Art Recreation & Culture Advisory Commission Report

Memorandum CC-25- 125 from Parks Art Recreation & Culture re: Proposed FY26/FY27 Budget Recommendations and Staff Reductions

Ingrid Harrald, Commissioner reported the actions at their recent meeting covering the following:

- Expressed appreciation for the Budget considerations
- Presentation on the Woodard Canyon by Katie Bursch
- Presentation from Pier One on the Arts Community
- ADA Accessibility in Homer Parks
- Mobile restrooms at Jack Gist and Karen Hornaday
- Community Recreation events
- Budget
- Transportation Safety Plan
 - o Developing a list of Homer Priority Projects

PUBLIC HEARING(S)

- a. Ordinance 25-31, An Ordinance of the City Council of Homer, Alaska, Amending the FY25 Capital Budget by Appropriating an Additional \$72,382 from the General Fund Unassigned Fund Balance for a Change Order to the Fuel Island Replacement Contract to also Include Underground Tank Removal. City Manager/Public Works Director. Introduction April 14, 2025 Public Hearing and Second Reading April 28, 2025.

Memorandum CC-25-101 from the Public Works Director as backup.

Mayor Lord introduced Ordinance 25-31 and opened the public hearing, seeing no member of the public coming forward or raising their hand to speak the public hearing was closed and she requested a motion.

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 25-31 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- b. Ordinance 25-32, An Ordinance of the City Council of Homer, Alaska, Amending the FY25 Capital Budget by Appropriating \$1,300 Additional Funding from the Port Reserves Fund for the Crane Eight Control System Replacement Project. City Manager/Port Director. Introduction April 14, 2025 Public Hearing and Second Reading April 28, 2025.

Memorandum CC-25-102 from Port Director as backup.

Mayor Lord introduced Ordinance 25-32 and opened the public hearing, seeing no member of the public coming forward or raising their hand to speak the public hearing was closed and she requested a motion.

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 25-32 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- c. Ordinance 25-33, An Ordinance of the City Council of Homer, Alaska, Amending the FY25 Capital Budget by Appropriating \$45,000 From the Port Reserves Fund for the Purpose of Installing Air Filled Floats to Refloat DD Float in System Four. City Manager/Port Director. Introduction April 14, 2025 Public Hearing and Second Reading April 28, 2025.

Memorandum CC-25-103 from Port Director as backup.

Mayor Lord introduced Ordinance 25-33 and opened the public hearing, seeing no member of the public coming forward or raising their hand to speak the public hearing was closed and she requested a motion.

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 25-33 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- d. Ordinance 25-34, An Ordinance of the City Council of Homer, Alaska Amending the FY25 Capital Budget by Appropriating \$45,500 from the Port Reserves Fund for the Purpose of Replacing a Fender on the Deep Water Dock and Authorizing Single-Source Procurement. City Manager/Port Director. Introduction April 14, 2025 Public Hearing and Second Reading April 28, 2025.

Memorandum CC-25-104 from Port Director as backup.

Mayor Lord introduced Ordinance 25-34 and opened the public hearing, seeing no member of the public coming forward or raising their hand to speak the public hearing was closed and she requested a motion.

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 25-34 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- e. Ordinance 25-35, An Ordinance of the City Council of Homer, Alaska, Amending the FY25 Capital Budget by Re-appropriating Alaska Department of Environmental Conservation (ADEC) Alaska Clean Water Action (ACWA) Grant Funds from the Beluga Slough Green Infrastructure Stormwater Treatment System

Project to the Purchase of Hydroseeding Equipment. City Manager/Public Works Director. Introduction April 14, 2025 Public Hearing and Second Reading April 28, 2025.

Memorandum CC-25-105 from Public Works Director as backup.

Mayor Lord introduced Ordinance 25-35 and opened the public hearing, seeing no member of the public coming forward or raising their hand to speak the public hearing was closed and she requested a motion.

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 25-35 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

ORDINANCE(S)

CITY MANAGER'S REPORT

a. City Manager's Report

City Manager Jacobsen noted her report was in the packet and would be happy to answer questions. She additionally facilitated discussion on the following:

- Presentation will be made on the Kachemak Peatlands Project at the next Committee of the Whole on May 12, 2025.
- Working with Councilmembers on refining the Request for Proposal draft under Scope of Work
 - Councilmember Venuti volunteered.
- HERC Meeting on May 20, 2025

b. Monthly FY25 Year to Date Report

PENDING BUSINESS

a. Memorandum CC-25-123 from ADA Coordinator re: ADA Advisory Board Approved Draft Request for Information.

Mayor Lord introduced the item by reading of the title, noting this topic was before the Council at their regular meeting on January 13, 2025 and referred back to the ADA Board for further clarification and details.

Councilmembers expressed concerns that there was no clear outcome or request defined and did not feel that the City Manager had time to fully review the document to consider the possible impacts to the city.

ADERHOLD/VENUTI MOVED TO POSTPONE TO THE NEXT REGULAR MEETING TO ALLOW THE CITY MANAGER TO REVIEW THE REQUEST FOR INFORMATION.

There was a brief discussion on areas of concern such as clear scope of work and results or information that is requested.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

NEW BUSINESS

RESOLUTIONS

- a. Resolution 25-043, A Resolution of the City Council of Homer, Alaska Amending the City of Homer Fee Schedule to Enact Special Event Fees. City Manager/Public Works Director.

Memorandum CC-25-127 from Public Works Director as backup.

Mayor Lord introduced the topic by reading of the title and requested a motion.

ADERHOLD/VENUTI MOVED TO INTRODUCE RESOLUTION 25-043 BY READING OF TITLE ONLY.

Discussion ensued on impacts to the various organizations, road closures and events such as the 4th of July Parade, Winter Carnival Parade and Halloween Trick or Treat or the Highland Games and having input from those organizations.

DAVIS/VENUTI MOVED TO POSTPONE TO THE NEXT MEETING TO HOLD A PUBLIC HEARING ON RESOLUTION 25-043.

There was no further discussion.

VOTE. (Postponement) NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

COMMENTS OF THE AUDIENCE

Shelly Wade, with Agnew::Beck provided information on the Special Meeting of the Planning Commission to discussion the draft Comprehensive Plan document and encouraged Council and the Public to attend. She reported that the meeting will be at 5:30 p.m. available on Zoom in Council Chambers. Ms. Wade then provided and update on the progress of the Title 21 Update with meetings with local contractors, realtors and businesses on what is working and what is not.

COMMENTS OF THE CITY ATTORNEY

City Attorney Gatti has no comments.

COMMENTS OF THE CITY CLERK

City Clerk Krause announced the current vacancies for the ADA Advisory Board and Student Representative seats on the Library Advisory Board, Port & Harbor Advisory Commission and EDC.

COMMENTS OF THE CITY MANAGER

City Manager Jacobsen had no further comments

COMMENTS OF THE MAYOR

Mayor Lord stated that due to travel for dental work she would not be able to attend events tomorrow.

COMMENTS OF THE CITY COUNCIL

Councilmember Venuti expressed sadness at missing her conversations and discussions with Roberta Highland and that it was a loss to the community. She then commented on the success of the KBBI fundraising this year and appreciation at the efforts of the City Manager to reduce the budget to fund the positions so that there will be no loss of staffing at the Library or Community Recreation.

Councilmember Parsons reported on the Lunch with a Councilmember on April 15th and that there were 10 members of the public, the City Manager and there were a number of topics with lively discussion on speed limits on East End Road, Water Supply, and Short Term Rentals, focusing on infrastructure and fundamental concerns. He expressed his continued appreciation for the work that is done by the City Manager and the City Clerk's Office.

Councilmember Aderhold expressed her thoughts on the loss to the Community of Roberta Highland and then reported that she was asked to participate in a Walkability Program conducted by the State DOT, a number of communities were represented from around the state and asked to present photos on their communities regarding walkability and Kenai's Presentation was selected to represent the Kenai Peninsula. This is being funded by the CDC with federal Funding on getting people moving and addressing chronic disease. Ms. Aderhold also commented that she was enjoying hearing the return of geese and tries to view them anytime she hears them.

Councilmember Davis commented on the loss of Roberta Highland and expressed appreciation for the City Manager's work on the budget and for the presentation by the Homer Japanese Club and the leadership by Megumi Beams.

Councilmember Hansen expressed her sadness at the loss of Roberta Highland, John McClain and Willie Evan personally and to the Community. She then commented on her experience loaning her trailer to the HoWL organization and they used it to collect all the bags of trash filled, which came to 300 bags this year and the opening of a men's residence in Homer with Kachemak Bay Recovery providing Peer Support Services and was happy to see Homer stepping up.

ADJOURNMENT

Mayor Lord adjourned the meeting at 7:42 p.m. The next Regular Meeting is Monday, May 12, 2025 at 6:00 p.m., Committee of the Whole at 5:00 p.m. A Worksession at 4:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

RENEE KRAUSE, MMC, CITY CLERK

APPROVED: _____

Session 25-11 a Special Meeting of the City Council of Homer, Alaska was called to order on Monday, April 28, 2025 by Mayor Rachel Lord at 3:02 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COUNCILMEMBERS DAVIS, HANSEN, ADERHOLD, VENUTI, AND PARSONS

ABSENT: COUNCILMEMBER ERICKSON (EXCUSED)

STAFF: CITY MANAGER JACOBSEN
CITY CLERK KRAUSE
PORT DIRECTOR HAWKINS
CITY ATTORNEY GATTI

CALL TO ORDER

Mayor Lord called the meeting to order at 3:02 p.m.

City Clerk Krause called attendance and noted Councilmember Erickson had requested excusal and timely notice was provided.

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

ADERHOLD/VENUTI MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

Mike Yourkowski, city resident and lease holder, expressed his concerns on the support required by the businesses that is not provided by the city staff and that the city should be willing to work with the businesses.

NEW BUSINESS

- a. Memorandum CC-25-126 from City Clerk re: Request for Executive Session Pursuant to AS 44.62.310 (A-C)(1,4) Matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity and which by law, municipal charter or ordinance are required to be confidential, (Lease Matters)

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

ADERHOLD/VENUTI MOVED TO ADJOURN TO EXECUTIVE SESSION PURSUANT TO AS 44.62.310 (A-C)(1,4) MATTERS, THE IMMEDIATE KNOWLEDGE OF WHICH WOULD CLEARLY HAVE AN ADVERSE EFFECT UPON THE FINANCES OF THE PUBLIC ENTITY AND WHICH BY LAW, MUNICIPAL CHARTER OR ORDINANCE ARE REQUIRED TO BE CONFIDENTIAL, WITH THE CITY MANAGER AND PORT DIRECTOR IN ATTENDANCE TO DISCUSS LEASE MATTERS.

VOTE. YES. PARSONS, ADERHOLD, DAVIS, HANSEN, VENUTI

Motion carried.

Mayor Lord adjourned the meeting to executive session at 3:06 p.m. The meeting was reconvened at 3:44 p.m.

Mayor Lord noted for the record that Council provided direction to the City Attorney and Staff.

COMMENTS OF THE AUDIENCE

There was no public present.

ADJOURNMENT

Mayor Lord adjourned the meeting at 3:46 p.m. stating the next meeting was a worksession at 4:00 p.m. All meetings are scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

RENEE KRAUSE, MMC, CITY CLERK

APPROVED: _____



MEMORANDUM

Ordinance 25-36, An Ordinance of the City Council of Homer Alaska Amending Homer City Code 21.10.030 to Amend the Homer City Zoning Map to Rezone a Portion of the Rural Residential (RR) Zoning District to General Commercial 1 (GC1) Zoning District at 3145 Lampert Lane. Planning Commission.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: May 12, 2025
From: Ryan Foster, City Planner
Through: Melissa Jacobsen, City Manager

City staff received a completed zoning map amendment application by petition of the property owner, Jose Ramos, per HCC 21.95.020 (e). On April 16, 2025 a public hearing was held at the Planning Commission Regular Meeting for a request to rezone the property at 3145 Lampert Lane from Rural Residential (RR) District to General Commercial 1 (GC1) District. The subject property, 3145 Lampert Lane is split zoned, the northern half of the lot is zoned General Commercial 1 and the southern half of the lot is zoned Rural Residential. The applicant requests a change in zoning from Rural Residential to General Commercial 1 for the southern half of the lot.

The motion to approve the rezoning request by the Homer Planning Commission passed by unanimous consent. Attached are Staff Report 25-018 and the April 16, 2025 Planning Commission Unapproved Meeting Minutes with detailed information on the application and public hearing.

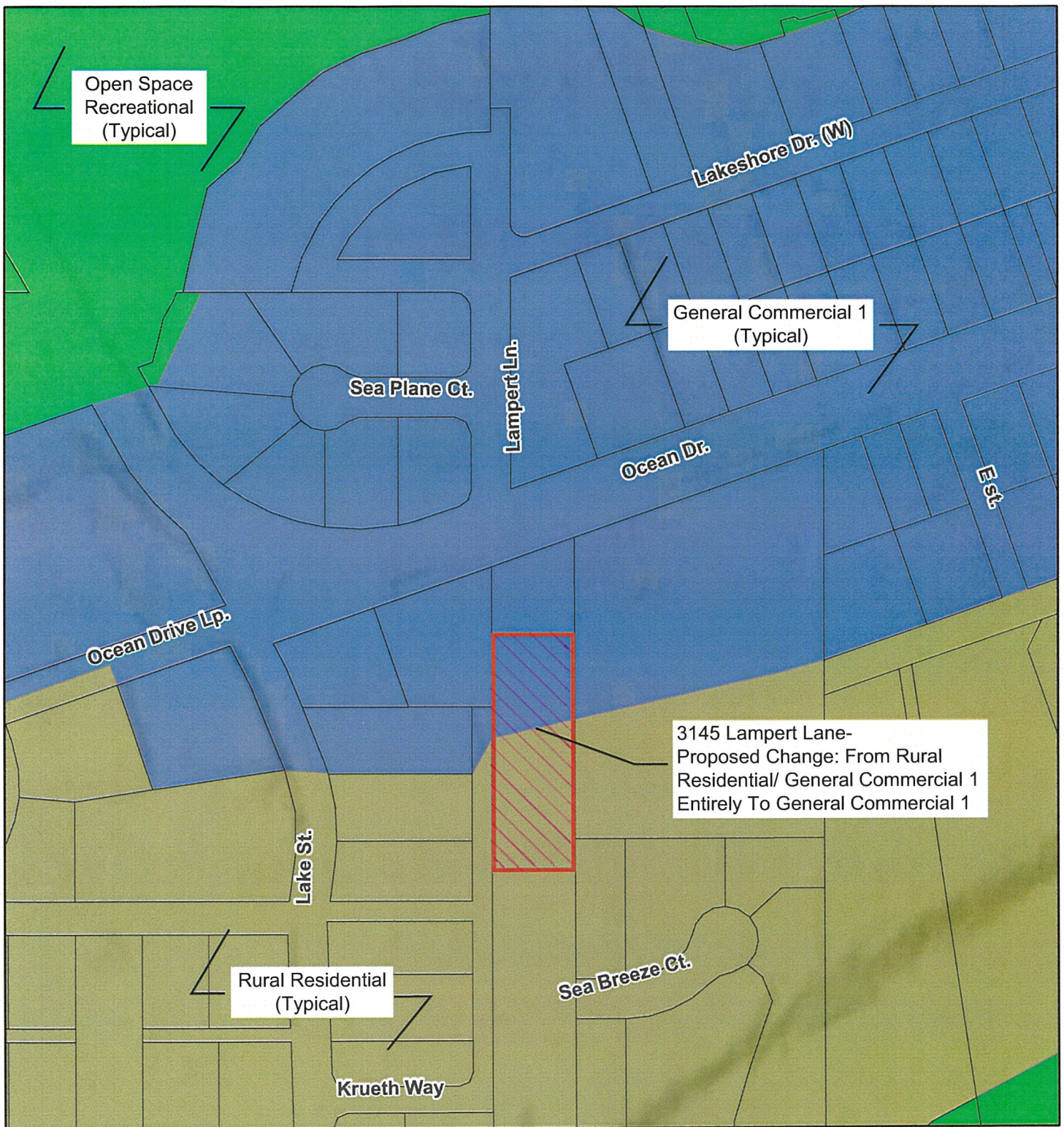
RECOMMENDATION:

The Planning Commission recommended approval of the rezoning request.

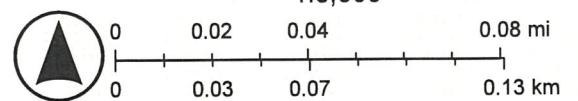
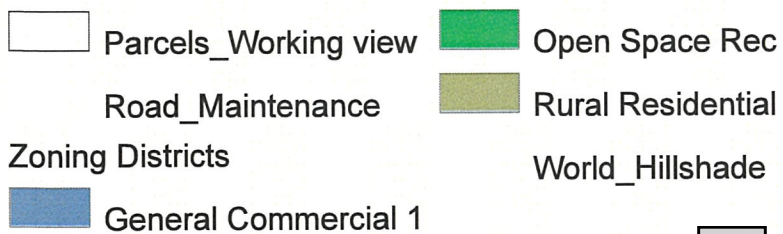
Attachments:

Zoning Map illustrating vicinity of 3145 Lampert Lane
Planning Commission Staff Report 25-018
April 16, 2025 Planning Commission Unapproved Meeting Minutes

3145 Lampert Lane



3/28/2025



Sources: Esri, Maxar, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap, and the GIS user community



City of Homer

www.cityofhomer-ak.gov

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

STAFF REPORT PL 25-018

TO: Homer Planning Commission
FROM: Ryan Foster, City Planner
MEETING: April 16, 2025
SUBJECT: Application amending Zoning Map via Ordinance

Requested Action: Conduct a public hearing and recommend approval of the zoning map amendment to the Homer City Council

GENERAL INFORMATION

The subject property, 3145 Lampert Lane is split zoned, the northern half of the lot is zoned General Commercial 1 and the southern half of the lot is zoned Rural Residential. The applicant requests a change in zoning from Rural Residential to General Commercial 1 for the southern half of the lot.

Applicant: Seabright Survey + Design
1044 East End Road Suite A
Homer, AK 99603

Location: 3145 Lampert Lane

Legal Description: T 6S R 13W SEC 21 SEWARD MERIDIAN HM BEGINNING AT THE
SOUTHWEST CORNER OF SEC 21 TH NORTH 450 FT TO THE POB TH
NORTH 356.5 FT TH EAST 125 FT TH SOUTH 356.5 FT TH WEST 125 FT TO
THE POB

Parcel ID: 17923019

Size of Existing Lot: 1.02 acres

Zoning Designation: Rural Residential District/General Commercial 1

Existing Land Use: Commercial

Surrounding Land Use: North: Commercial
South: Residential
East: Commercial and Vacant
West: Commercial, Accessory Building, and Vacant

Comprehensive Plan: Economic Vitality Goals 1, 2, & 3, and Land Use Goal 4

Wetland Status: Yes, KWF Wetlands Assessment of Discharge Slope at the very southern edge of the lot.

Flood Plain Status: None

Utilities: Public utilities service the site.

Public Notice: Notice was sent to 24 property owners of 29 parcels as shown on the KPB tax assessor rolls.

GENERAL INFORMATION

This application proposes a zoning map amendment to move the General Commercial 1 boundary, on the split zoned lot, south to encompass the entirety of the subject lot. The applicant states that the parcel is currently being used commercially. This rezone application seeks to unify the property as GC 1. The rezone will allow for cleanup and redevelopment of the property. The rezone is justified to correctly change the Rural Residential portion to match the existing General Commercial 1 use. The applicant has also provided additional detailed information in their application.

HCC 21.95.060 Review by Planning Commission

- a. The Planning Commission shall review each proposal to amend this title or to amend the official zoning map before it is submitted to the City Council.
- b. Within 30 days after determining that an amendment proposal is complete and complies with the requirements of this chapter, the Planning Department shall present the amendment to the Planning Commission with the Planning Department's comments and recommendations, accompanied by proposed findings consistent with those comments and recommendations.
- c. The Planning Department shall schedule one or more public hearings before the Planning Commission on an amendment proposal, and provide public notice of each hearing in accordance with Chapter 21.94 HCC.
- d. After receiving public testimony on an amendment proposal and completing its review, the Planning Commission shall submit to the City Council its written recommendations regarding the amendment proposal along with the Planning Department's report on the proposal, all written comments on the proposal, and an excerpt from its minutes showing its consideration of the proposal and all public testimony on the proposal.

21.95.050 Planning Department review of zoning map amendment.

The Planning Department shall evaluate each amendment to the official zoning map that is initiated in accordance with HCC 21.95.020 and qualified under HCC 21.95.030, and may recommend approval of the amendment only if it finds that the amendment:

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

Applicant: See attached application.

Analysis: There are specific goals and objectives from the 2018 Comprehensive Plan that support this rezoning:

Economic Vitality Chapter

GOAL 1: Define and encourage economic development that meets the desires and interests of Homer residents and supports the unique character of the community.

The Ocean Drive corridor is a key area of Homer dedicated to general commercial businesses and development.

GOAL 2: Encourage the retention and creation of more year-round and higher wage employment.

Objective A: Increase year-round employment that will enable local people to work, live, and raise their families in Homer. While almost all city actions will ultimately affect the course of economic change and job growth, city actions to promote year-round jobs include those listed below:

Implementation Strategies:

- *Consider zoning regulations that support new business opportunities while minimizing negative impacts.*

This rezoning considers zoning regulations that support new business opportunities in a commercial industry while minimizing negative impacts to neighboring properties.

GOAL 3: Identify and promote industries that show a capacity for growth.

Objective A: Recognize Emerging Industries

Homer is a place of big ideas and entrepreneurial spirit. Examples include the fervor with which local agriculture has developed, particularly high tunnel cultivation and commercial peony growing. These are growing local and regional business opportunities. Over time, there will be new economic opportunities that arise; the city should be open to these new ideas and support those that show reasonable opportunities for growth.

This rezoning application supports new economic opportunities for a local business to change and grow.

Land Use Chapter

Goal 4: Support the development of a variety of well-defined commercial/business districts for a range of commercial purposes.

The Ocean Drive corridor is a well-defined, and most prominent, general commercial business district in Homer. The rezone of this property would support this district, which is rather small, with limited opportunity for infill development.

Staff Finding: The proposed zoning change is consistent with the Comprehensive Plan and will support land use and economic vitality goals.

b. Applies a zoning district or districts that are better suited to the area that is the subject of the amendment than the district or districts that the amendment would replace, because either conditions have changed since the adoption of the current district or districts, or the current district or districts were not appropriate to the area initially.

Applicant: See attached application.

Analysis: Split zoned lots are a less than ideal anomaly in Homer, likely created when the zoning districts were originally created, with some zoning districts not adhering/aligning to lot boundaries. This lot consists of a northern half zoned General Commercial 1, and a southern half zoned rural residential, and should not have been split zoned since the adoption of the current districts. There are several other known split zoned lots in the Ocean Drive corridor in Homer. This proposal to rezone the entirety of the lot to General Commercial 1 would be essentially a “clean up” of the zoning for this property and is the best fit for the current commercial use in the City’s key general commercial corridor.

Staff Finding: The amendment would apply a zoning district that is better suited to the area because the split zoned lot is not appropriate and is likely from the adoption of the current districts.

c. Is in the best interest of the public, considering the effect of development permitted under the amendment, and the cumulative effect of similar development, on property within and in the vicinity of the area subject to the amendment and on the community, including without limitation effects on the environment, transportation, public services and facilities, and land use patterns.

Applicant: See attached application.

Analysis:

Public Services and Transportation

City water and sewer are available and access to the subject property is currently via 1103 Ocean Drive, an Alaska Department of Transportation maintained road. Additional future access could be developed at Lampert Lane. Full police and fire services are available. Public services and facilities are adequate to serve the property. The GC1 district and the Ocean Drive corridor is the hub of the general commercial uses in Homer.

Environmental Conditions: Wetlands Analysis

The KWF wetlands assessment identifies a small area of discharge slope at the very southern edge of the property. Any future development, via zoning permit, would require a determination by the US Army Corps of Engineers.

Land Use Patterns

This property is split zoned, where General Commercial 1 and Rural Residential districts meet. To the north, east, and west are commercial uses reflective of this commercial corridor. To the south is a residence, though there is a buffer of trees and Sea Breeze Court between the residence and the subject property. The majority of the GC1 properties in the Ocean Drive corridor have already been developed, leaving a dearth of zoned commercial space available for future development.

Staff Finding: The rezoning of this 1.02-acre lot to General Commercial 1 is in the best interests of the public as it resolves the issue of a split zoned lot, supports the current commercial use, and has the infrastructure necessary to support this use and development.

STAFF COMMENTS/RECOMMENDATIONS:

Planning staff has reviewed the ordinance per 21.95.050 and recommends the Planning Commission conduct a public hearing, and recommend approval to the City Council.

ATTACHMENTS

1. Application
2. Petition
3. Map of Rezone
4. As-built
5. Public Notice
6. Aerial Map
7. Zoning Districts Map



City of Homer

www.cityofhomer-ak.gov

RECEIVED

MAR 19 2025

CITY OF HOMER
PLANNING/ZONING

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

Rezoning Application

For Staff Use Only Code: 13-1306

Fee Amount: \$500.00	Received by: EDG	Planning Commission Public Hearing Date: 4.16.25
Date application accepted as complete: 3.19.25	HAPC approval or denial date:	

APPLICANT INFORMATION

Name: Seabright Survey + Design

Phone Number: 907-299-1580

Address: 1044 East End Road Suite A Homer Alaska 99603

Property Owner (if different than applicant)

Name: Jose Ramos (HEATH ST INVESTMENTS, LLC)

Phone Number: 907-229-7196

Address: 127 W Pioneer Ave. Homer Alaska 99603

PROPERTY INFORMATION (if more than one lot, list on separate page)

Street Address: 3145 Lampert Ln

Lot size: 1.02 Acres +/-

Tax parcel number: 17923019

Legal Description: Deed Parcel (see attached parcel plot)

Circle one: Is City water available? YES/NO

City Sewer? YES/NO

Electrical Service? YES/NO

What is the existing use of the property? Commercial

What is the proposed use of the property? Commercial

What structures or land uses exist on the neighboring properties? (Examples: residential, commercial, vacant) List the zoning of these adjacent lots.

Structures/land use

North: Commercial Building

South: Residential

East: Commercial Farmer's Market

West: Commercial Building

Zoning

General Commercial 1

Rural Residential

GC1 & RR

GC1 & RR

1. What is the public need and why is this rezone justified?

This property is partially zoned General Commercial 1 and partially Rural Residential. The parcel is currently being used commercially. This rezone application seeks to unify the property as GC1. The rezone will allow for cleanup and redevelopment of the property. The rezone is justified to correctly change the Rural Residential portion to match the existing General Commercial 1 use.

Describe the benefits and detriments of this proposed rezoning to:

- (a) the community.**
- (b) the neighboring landowners.**
- (c) you, the property owner.**

- a) The community will benefit from the increase in tax base and employment opportunities resulting from future proposed redevelopment of the property into a well planned heated garage complex.
- b) The neighboring landowners will benefit from the removal of the outdated building and associated junk. Redevelopment may result in increased activities that are compatible with the proposed rezone to GC 1.
- c) The demand for large garage space for uses including heated storage, manufacturing, etc., requires flat areas located in the GC 1 ZONING DISTRICT. This rezone will rectify the existing and somewhat arbitrary division of the parcel into two zoning districts. The two zoning district classification makes redevelopment of this parcel impracticable.

2. Can the proposed land use be developed in a manner that is compatible with development in adjacent zoning districts? If so, how? What effect will this change have on the surrounding properties?

The redevelopment of the property is designed to contain the possible uses compatible with GC 1. The existing adjacent RR property to the South, East and West are vacant and also potentially contain wetlands. Considering the closest residence is over 120' SE from the southerly boundary, few negative effects are expected to the existing residences.

3. Can the existing public facilities, services, and utilities accommodate the proposed use without any detrimental affect on adjacent zoning districts? If so, how?

Yes. We have concurrence with the Public Works Dept. to upgrade the existing water and sewer services to this property and to enter into an agreement that encumbers 1103 Ocean Dr (owned by the same LLC) to provide easements that center on these services. Electric and Natural Gas services will be upgraded to serve the needs of the proposed future redevelopment.

4. Would rezoning to a district allowing the proposed use permit other uses, which would not be compatible with adjacent land use?

We feel clear that the redevelopment will be compatible with the existing adjacent land use.

5. How does this proposal relate to the Comprehensive Plan and purposes of the zoning regulations?

In Chapter 4 Land Use Goal 3 seeks to “Encourage high-quality buildings and site development that complement Homer’s beautiful natural setting”. Goal 4 states, “Support the development of a variety of well-defined commercial/business districts for a range of commercial purposes”. We feel this rezoning application is apropos.

6. How would the proposed change affect the public health safety and welfare of the surrounding area?

We believe this rezone will enable the proposed future redevelopment to become a reality. It is our opinion that a well designed and constructed development actually is a significant improvement over the existing use. The public health, safety and welfare of the surrounding area will benefit from the upgrade.

OTHER REQUIREMENTS

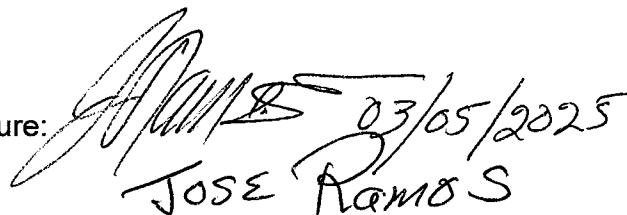
1. The applicant shall provide a map showing the area to be rezoned.
2. The applicant shall provide a petition, signed by a majority of the landowners within the proposed zoning area saying that they support the proposed change.

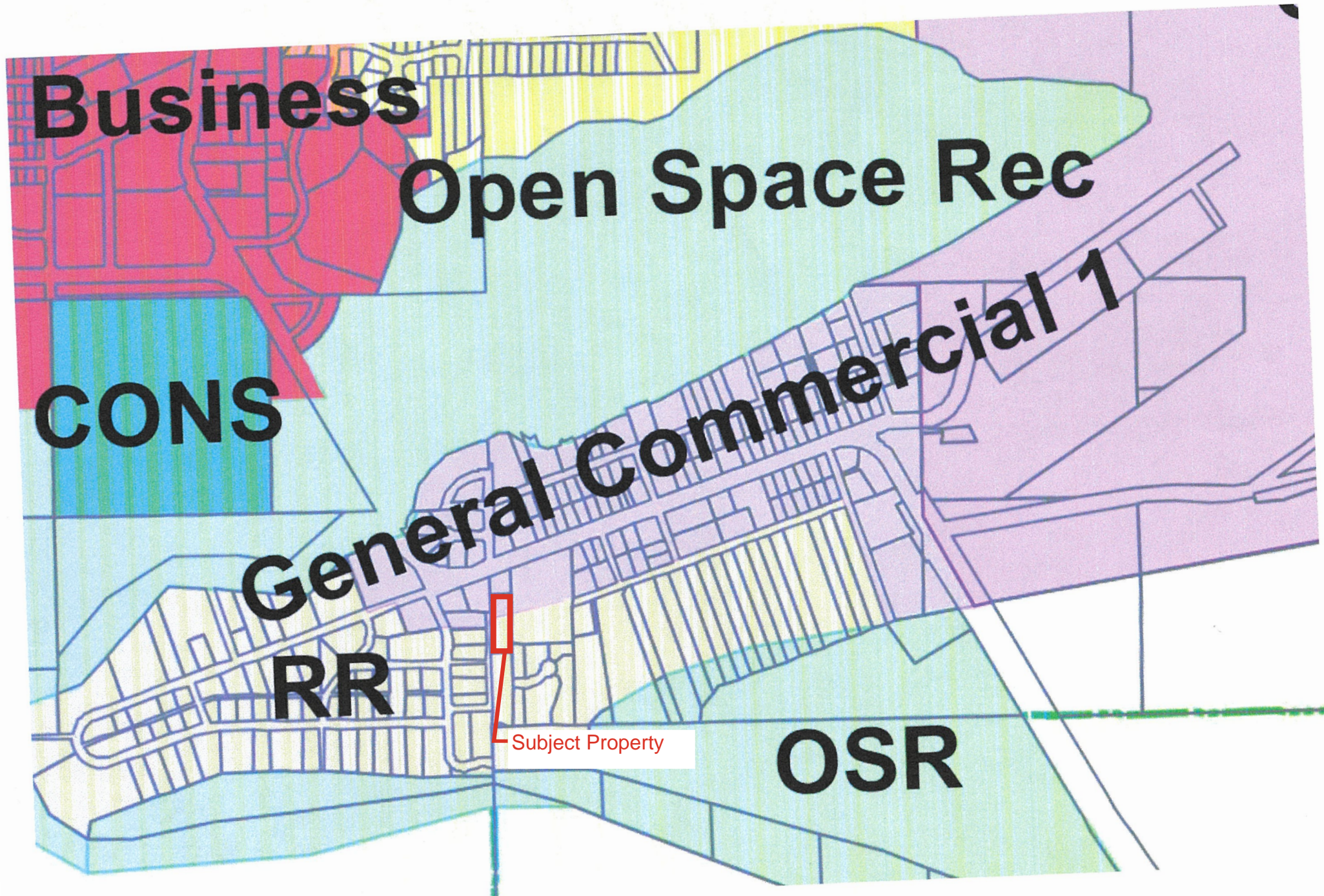
I hereby certify that the above statements and other information submitted are true and accurate to the best of my knowledge, and that I, as applicant, have the following legal interest in the property:

Owner of record Lessee Contract purchase duly authorized to act for a person who has the following legal interest, and that the owner of record is knowledgeable of this application if I am not the owner. I also understand that this item will be scheduled for the Planning Commission Agenda only if all application materials are submitted.

Applicant Signature:

Property Owner Signature:

 03/05/2025
JOSE RAMOS





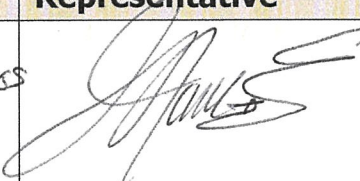
Subject Property

17923019

200 ft

Petition

Proposed amendment:	The property at 3145 Lampert Lane consists of one 1.02 acre deed parcel. Currently the parcel is partially zone General Commercial 1 and partially zoned Rural Residential. This request is to change the zoning of the entire deed parcel to the General Commercial 1 District.
HCC 21.95.020 (e) (3) (a)	"Each person signing this petition represents that the signer is a record owner of the lot whose description accompanies the signature; that the signer is familiar with the proposed zoning map amendment and the current zoning district of the lot; and that the signer supports the City Council's approval of the amendment."
Statement of Justification	

Printed Name	Signature of Property Owner or Designated Representative	Legal Description	Tax parcel number
JOSE RAMOS		T 6S R 13W SEC 21 SEWARD MERIDIAN HM BEGINNING AT THE SOUTHWEST CORNER OF SEC 21 TH NORTH 450 FT TO THE POB TH NORTH 356.5 FT TH EAST 125 FT TH SOUTH 356.5 FT TH WEST 125 FT TO THE POB	17923019

MY SIGNATURE MEANS I AM IN FAVOR OF THIS AMENDMENT

RECEIVED

MAR 19 2025

**CITY OF HOMER
PLANNING/ZONING**

RECEIVED

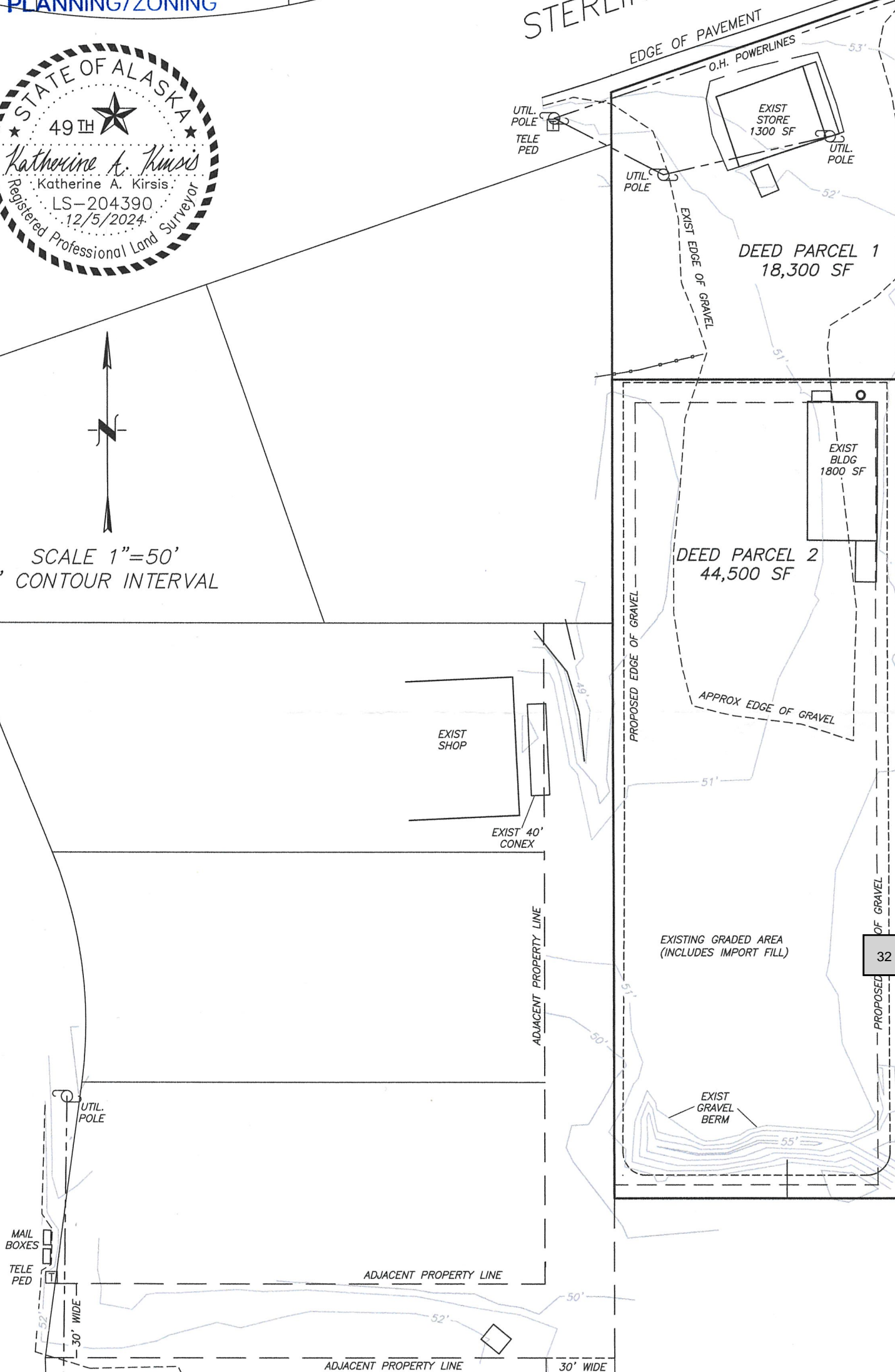
MAR 19 2025

CITY OF HOMER
PLANNING/ZONING



SCALE 1"=50'
1' CONTOUR INTERVAL

STERLING HIGHWAY



ASBUILT & ORIGINAL GROUND TOPOGRAPHY
ENCOMPASSING THE AREA WITHIN THE 2 DEED PARCELS
LOCATED AT 1103 OCEAN DRIVE & LOCATED WITHIN
SECTION 21, T. 6 S., R. 13 W., S.M., HOMER, ALASKA

SEABRIGHT SURVEY + DESIGN
KATHERINE A. KIRSIS, P.L.S.
1044 EAST END ROAD, SUITE A
HOMER, ALASKA 99603
(907) 299-1580

DATE: 1/17/2025

SCALE: 1"=50'

JOB #24-106

SH. #1 OF 1

**CITY OF HOMER
PUBLIC HEARING NOTICE
PLANNING COMMISSION MEETING**

A public hearing on the matters below are scheduled for Wednesday, April 16, 2025 at 6:30 p.m. during the Regular Planning Commission Meeting. Participation is available virtually via Zoom webinar or in-person at Homer City Hall.

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING HOMER CITY CODE 21.10.030 AMENDING THE HOMER CITY ZONING MAP TO REZONE A PORTION OF THE RURAL RESIDENTIAL (RR) ZONING DISTRICT TO GENERAL COMMERCIAL 1 (GC1) ZONING DISTRICT

The rezone from Rural Residential (RR) Zoning District to General Commercial 1 (GC1) Zoning District is proposed for the following address:

3145 Lampert Lane

T 6S R 13W SEC 21 SEWARD MERIDIAN HM BEGINNING AT THE SOUTHWEST CORNER OF SEC 21 TH NORTH 450 FT TO THE POB TH NORTH 356.5 FT TH EAST 125 FT TH SOUTH 356.5 FT TH WEST 125 FT TO THE POB

In-person meeting participation is available in Cowles Council Chambers located downstairs at Homer City Hall, 491 E. Pioneer Ave., Homer, AK 99603.

To attend the meeting virtually, visit zoom.us and enter the Meeting ID & Passcode listed below. To attend the meeting by phone, dial any one of the following phone numbers and enter the Webinar ID & Passcode below, when prompted: 1-253-215-8782, 1-669-900-6833, (toll free) 888-788-0099 or 877-853-5247.

Meeting ID: 979 8816 0903
Passcode: 976062

Additional information regarding this matter will be available by 5pm on the Friday before the meeting. This information will be posted to the City of Homer online calendar page for April 11, 2025 at <https://www.cityofhomer-ak.gov/calendar>. It will also be available at the Planning and Zoning Office at Homer City Hall and at the Homer Public Library.

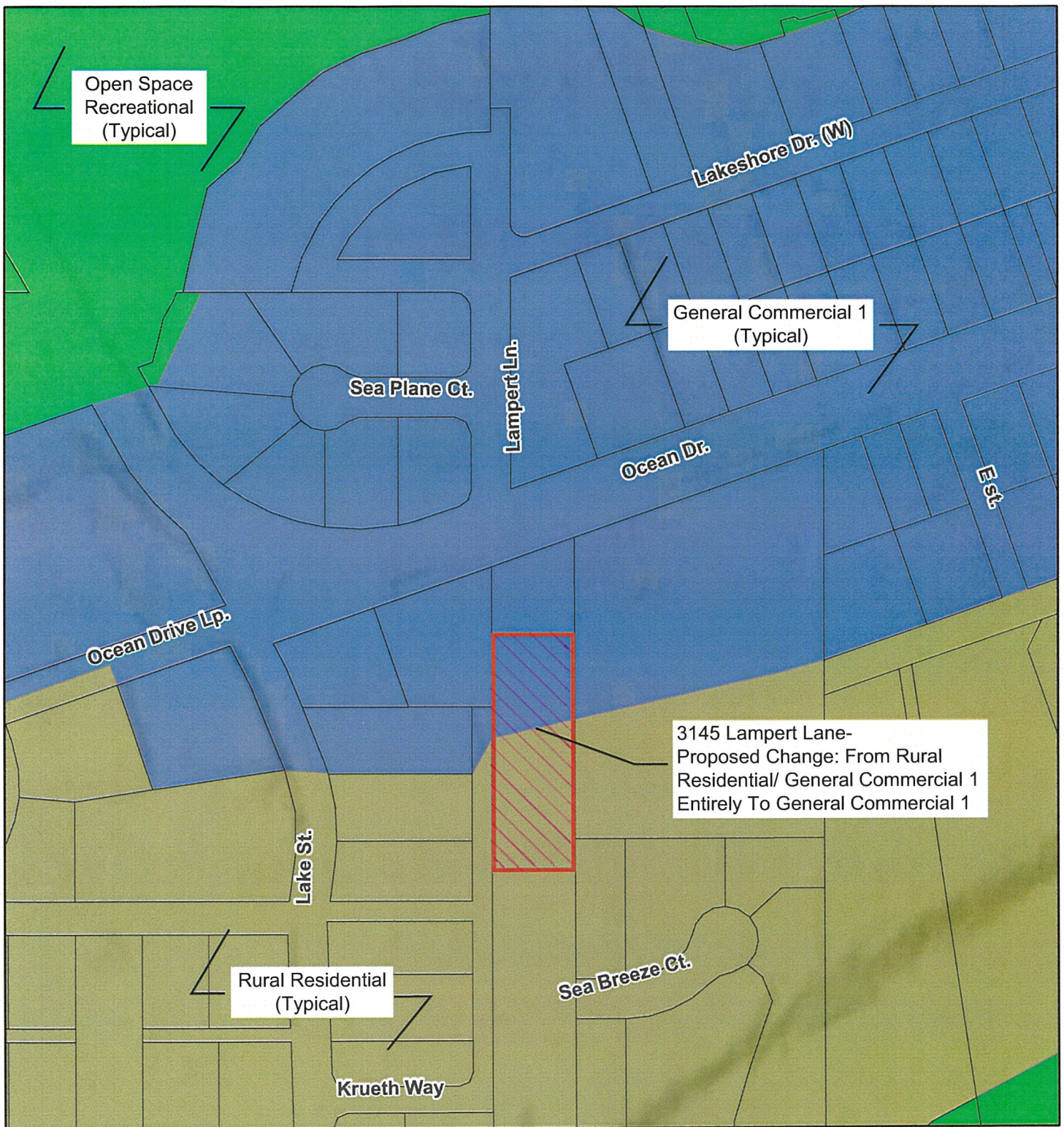
Written comments can be emailed to the Planning and Zoning Office at the address below, mailed to Homer City Hall at the address above, or placed in the Homer City Hall drop box at any time. Written comments must be received by 4pm on the day of the meeting.

If you have questions, contact Ryan Foster at the Planning and Zoning Office. Phone: (907) 235-3106, email: planning@ci.homer.ak.us or in-person at Homer City Hall.

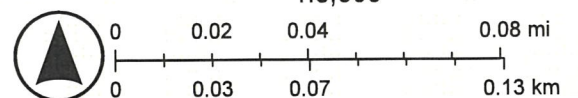
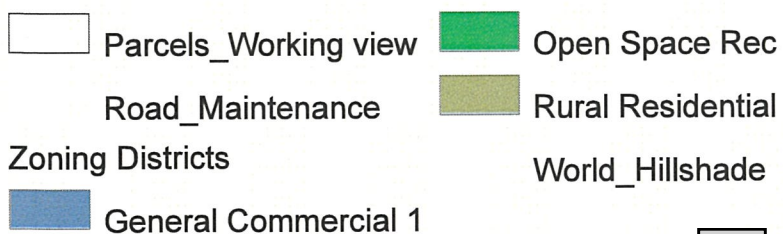
NOTICE TO BE SENT TO PROPERTY OWNERS WITHIN 300 FEET OF PROPERTY

.....

3145 Lampert Lane



3/28/2025



Sources: Esri, Maxar, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap, and the GIS user community



Legend

Physical Addresses

Transportation

Mileposts

Parcels and PLSS

Tax Parcels



0 250 500
ft

NOTE: Every reasonable effort has been made to ensure the accuracy of these data. However, by accepting this material, you agree that the Kenai Peninsula Borough assumes no liability of any kind arising from the use of this data. The data are provided without warranty of any kind, either expressed or implied, including but not limited to time, money or goodwill arising from the use of the data. In using these data, you further agree to indemnify, defend, and hold harmless Kenai Peninsula Borough for any and all liability of any nature arising from the lack of accuracy or correction of the data, or use of the data.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

PRESENTATIONS / VISITORS

- A. Kenai Peninsula Borough Safe Streets 4 All Presentation and Q&A

Acting Chair Stark introduced the item by reading of the title and opened the floor for Malia Walters and Ryan Goentzel. Together, they covered the following in their presentation:

- The need for the Safe Streets 4 All Project
- Crash trends from 2018-2022
- High Injury Network
- Community outreach
- Program and process recommendations
- Strategies and solutions for the Kenai Peninsula Borough
- Proven safety countermeasures
- Priority project locations and steps to identify final project locations
- Next steps for the project

REPORTS

- A. City Planner's Report, Staff Report 25-17

City Planner Foster reviewed his staff report included in the packet, covering the following:

- Comprehensive Plan Update
- Special Meeting scheduled for April 29, 2025
- Next Regular Meeting is May 7, 2025
- Next Commissioner Report to Council on April 28, 2025 (Commissioner Barnwell)

PUBLIC HEARINGS

- A. Ordinance 25-XX, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 21.10.030 Amending the Homer City Zoning Map to Rezone a Portion of the Rural Residential (RR) Zoning District to General Commercial 1 (GC1) Zoning District.

Staff Report PL 25-018 as backup

Acting Chair Stark introduced the item by reading of the title and deferred to City Planner Foster, who provided a summary review of his staff report included in the packet.

Acting Chair Stark then opened the floor for the Applicant. Katie Kirsis noted that she was the surveyor that helped prepare the rezone application. She made herself available for any questions.

Acting Chair Stark opened the public hearing period.

Jan Keiser, city resident, shared her support for the rezone application. She pointed out an oddity in the application, recognizing that access is granted from Ocean Drive through parcel one to access parcel two. She inferred that someone will need to figure out how to provide legal access to the second lot in the future, questioning whether or not an easement is currently in place.

With no other members of the public wishing to provide testimony, Acting Chair Stark closed the public hearing period. He then opened the floor to questions and comments from the Commissioners.

Commissioner H. Smith echoed Ms. Keiser's concerns, adding that he thought the two parcels were one lot altogether. He questioned Ms. Kirsis whether or not there is a dedicated easement from Ocean Drive. Ms. Kirsis stated that she hasn't seen any recorded documents indicating such, but that both lots are owned by the same LLC. She added that Seabright Surveying would be recommending granting a shared access easement across the two lots. She stated that legal access is provided through Lampert Lane, whereas physical access is from Ocean Drive. Mr. Smith highlighted that if the ordinance were adopted, the City would be providing access to a General Commercial 1 lot through a Rural Residential area. Ms. Kirsis noted that this specific issue would be addressed at the zoning permit level.

With no other pending questions or comments from the Commission, Acting Chair Stark requested a motion and second.

SCHNEIDER/VENUTI MOVED TO ADOPT STAFF REPORT PL 25-018 AND RECOMMEND APPROVAL TO THE HOMER CITY COUNCIL OF THE ZONING MAP AMENDMENT TO REZONE A PORTION OF THE RURAL RESIDENTIAL ZONING DISTRICT TO GENERAL COMMERCIAL 1 ZONING DISTRICT.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- B. Ordinance 25-XX, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 21.10.030 Amending the Homer City Zoning Map to Rezone a Portion of the Rural Residential (RR) Zoning District to Residential Office (RO) Zoning District.

Staff Report PL 25-019 as backup

Acting Chair Stark introduced the item by reading of the title and deferred to City Planner Foster, who provided a summary review of his staff report included in the packet.

Acting Chair Stark then opened the floor for the Applicant.

Larry Slone introduced himself as the Applicant, and noted that the wetlands designation has been removed by the Army Corps of Engineers. He provided that ongoing change and growth in Homer prompted his rezone application. He claimed that this parcel is suitable for rental properties, but not suitable for family/upscale residences, emphasizing various audible disturbances that occur on a daily basis. He noted that the current zoning designation permits the construction of a chicken farm or a trailer park, reasoning that these uses are

**CITY OF HOMER
HOMER, ALASKA**

Planning Commission

ORDINANCE 25-36

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING THE HOMER CITY ZONING MAP TO REZONE A
PORTION OF THE RURAL RESIDENTIAL (RR) ZONING DISTRICT TO
GENERAL COMMERCIAL 1 (GC1) ZONING DISTRICT AT 3145
LAMPERT LANE.

WHEREAS, City staff received a completed application by petition of the property owner, Jose Ramos, per Homer City Code (HCC) 21.95.020 (e); and

WHEREAS, The request is consistent with the 2018 Homer Comprehensive Plan furthering specific goals and objectives of the plan; and

WHEREAS, The Homer Planning Commission held a public hearing on April 16, 2025 as required by HCC 21.95.060(c); and

WHEREAS, The motion to recommend approval of the rezoning request by the Homer Planning Commission passed by unanimous consent; and

WHEREAS, The zoning district boundaries shall be as shown on the official Homer zoning map per HCC 21.10.020(c).

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer Zoning Map is amended to transfer the parcels listed on the attached Exhibit A from Rural Residential zoning district to the General Commercial 1 zoning district as depicted on Exhibit B.

Section 2. The City Planner is authorized to note on the Homer Zoning Map the amendments enacted by this ordinance as required by Homer City Code 21.10.030(b).

Section 3. This Ordinance is of a non-Code ordinance of a permanent nature and shall be noted in the ordinance history of Homer City Code 21.10.030.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this 27th day of May, 2025.

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ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:

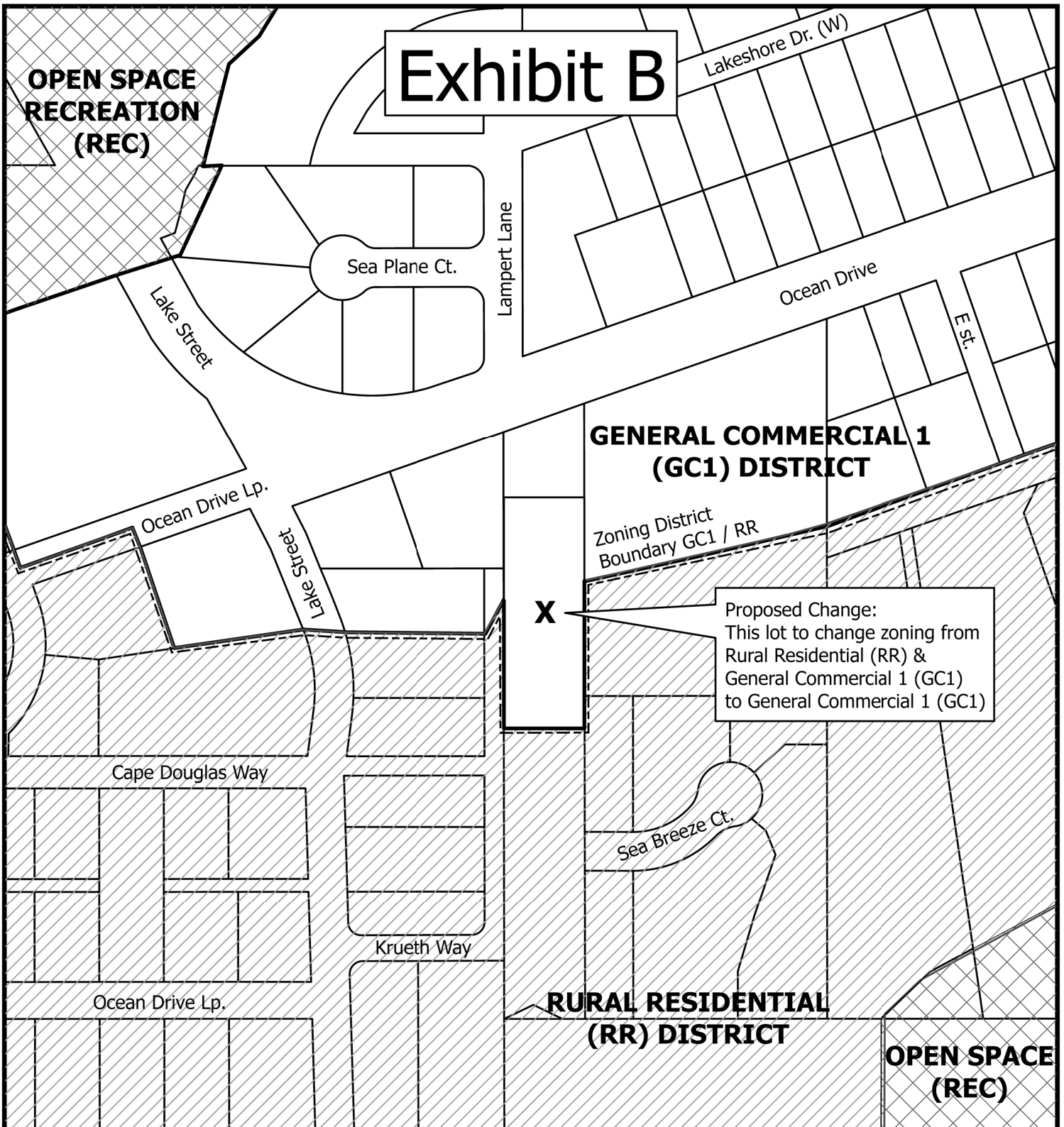
CITY OF HOMER

RACHEL LORD, MAYOR

Exhibit A

Parcel ID	Acreage	Legal Description
17923019	1.02 acres	T 6S R 13W SEC 21 SEWARD MERIDIAN HM BEGINNING AT THE SOUTHWEST CORNER OF SEC 21 TH NORTH 450 FT TO THE POB TH NORTH 356.5 FT TH EAST 125 FT TH SOUTH 356.5 FT TH WEST 125 FT TO THE POB

Exhibit B



City of Homer
Planning and Zoning Department

Exhibit B
Rural Residential &
General Commercial 1 Split Zone
to General Commercial 1
Rezoning

0 125 250 500 750 1,000 Feet



*Disclaimer:
It is expressly understood the City of
Homer, its council, board,
departments, employees and agents are
not responsible for any errors or omissions
contained herein, or deductions, interpretations
or conclusions drawn therefrom.*

City of Homer
Planning & Zoning Department
May 1, 2025



MEMORANDUM

Ordinance 25-37, Amending the Homer City Zoning Map to Rezone a Portion of the Rural Residential (RR) Zoning District to Residential Office (RO) Zoning District at 4410 E Hill Road and 1374 E End Road. Planning Commission.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: May 12, 2025
From: Ryan Foster, City Planner
Through: Melissa Jacobsen, City Manager

City staff received a completed zoning map amendment application by petition of the property owner, William L. Slone, per HCC 21.95.020 (e). On April 16, 2025 a public hearing was held at the Planning Commission Regular Meeting for a request to rezone the property at 4410 E Hill Road and 1374 E End Road from Rural Residential (RR) District to Residential Office (RO) District. The applicant states that they are petitioning for a change in the Homer Zoning Map to incorporate his two adjacent Rural Residential lots into the contiguous (west side of E. Hill Rd.) Residential Office zone. Per the applicant, this proposal conforms with the Comprehensive Plan's overarching theme to "Keep Homer a lively, vital community that effectively responds to change and growth while retaining what is best about Homer's character." The primary effect of the zone change for the applicant would be to allow a home-based business, professional office building, or studio for local artists as an authorized use, and medical clinic through a CUP.

The motion to approve the rezoning request by the Homer Planning Commission passed by unanimous consent. Attached are Staff Report 25-019 and the April 16, 2025 Planning Commission Unapproved Meeting Minutes with detailed information on the application and public hearing.

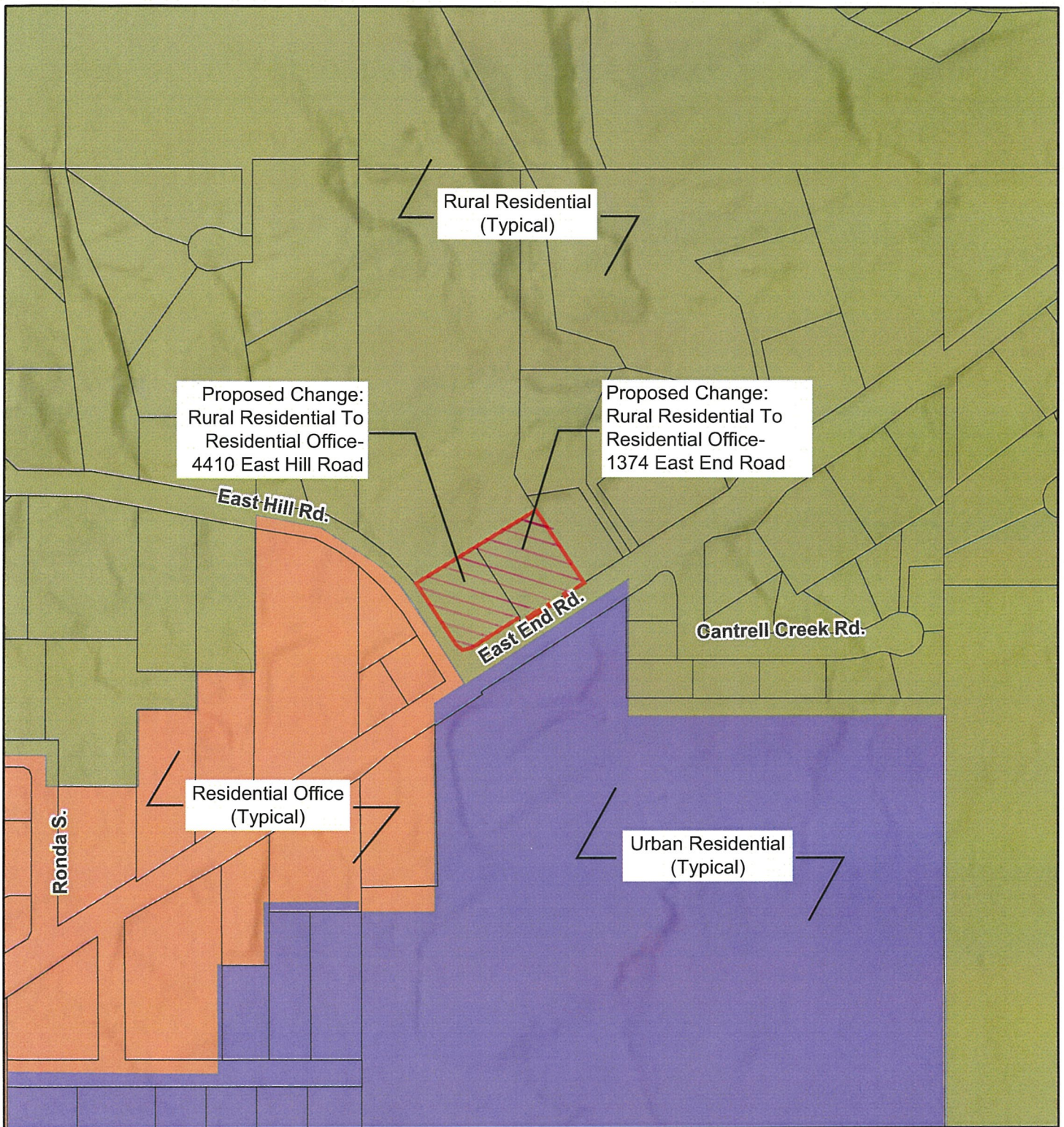
RECOMMENDATION:

The Planning Commission recommended approval of the rezoning request.

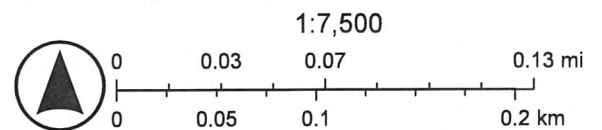
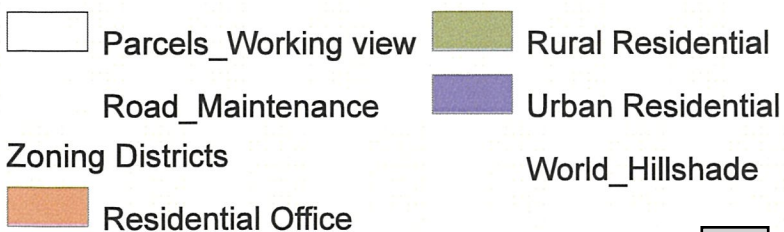
Attachments:

Zoning Map illustrating vicinity of 4410 E Hill Rd and 1374 E End Rd
Planning Commission Staff Report 25-019
April 16, 2025 Planning Commission Unapproved Meeting Minutes

4410 East Hill Rd. & 1374 East End Rd.



3/28/2025



Esri, NASA, NGA, USGS, FEMA

Jan Keiser, city resident, shared her support for the rezone application. She pointed out an oddity in the application, recognizing that access is granted from Ocean Drive through parcel one to access parcel two. She inferred that someone will need to figure out how to provide legal access to the second lot in the future, questioning whether or not an easement is currently in place.

With no other members of the public wishing to provide testimony, Acting Chair Stark closed the public hearing period. He then opened the floor to questions and comments from the Commissioners.

Commissioner H. Smith echoed Ms. Keiser's concerns, adding that he thought the two parcels were one lot altogether. He questioned Ms. Kirsis whether or not there is a dedicated easement from Ocean Drive. Ms. Kirsis stated that she hasn't seen any recorded documents indicating such, but that both lots are owned by the same LLC. She added that Seabright Surveying would be recommending granting a shared access easement across the two lots. She stated that legal access is provided through Lampert Lane, whereas physical access is from Ocean Drive. Mr. Smith highlighted that if the ordinance were adopted, the City would be providing access to a General Commercial 1 lot through a Rural Residential area. Ms. Kirsis noted that this specific issue would be addressed at the zoning permit level.

With no other pending questions or comments from the Commission, Acting Chair Stark requested a motion and second.

SCHNEIDER/VENUTI MOVED TO ADOPT STAFF REPORT PL 25-018 AND RECOMMEND APPROVAL TO THE HOMER CITY COUNCIL OF THE ZONING MAP AMENDMENT TO REZONE A PORTION OF THE RURAL RESIDENTIAL ZONING DISTRICT TO GENERAL COMMERCIAL 1 ZONING DISTRICT.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- B. Ordinance 25-XX, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 21.10.030 Amending the Homer City Zoning Map to Rezone a Portion of the Rural Residential (RR) Zoning District to Residential Office (RO) Zoning District.

Staff Report PL 25-019 as backup

Acting Chair Stark introduced the item by reading of the title and deferred to City Planner Foster, who provided a summary review of his staff report included in the packet.

Acting Chair Stark then opened the floor for the Applicant.

Larry Slone introduced himself as the Applicant, and noted that the wetlands designation has been removed by the Army Corps of Engineers. He provided that ongoing change and growth in Homer prompted his rezone application. He claimed that this parcel is suitable for rental properties, but not suitable for family/upscale residences, emphasizing various audible disturbances that occur on a daily basis. He noted that the current zoning designation permits the construction of a chicken farm or a trailer park, reasoning that these uses are

not best fit for the area. He provided that this property is isolated and surrounded by other uses which are better suited for Homer at this time.

Acting Chair Stark opened the public hearing period.

Jan Keiser, city resident, shared her support for the rezone application, reiterating the points made by City Planner Foster and Mr. Slone. She urged the Commission to think about access when development time comes for these two properties, stating that East End Road doesn't need anymore driveways directly onto it. She added that while there may not be wetlands on this lot, there are drainage issues that need to be addressed during the development process.

Travis Brown shared that he was representing Moore & Moore Services and Blackwell Pump, the two businesses to the east of this lot. He added both parties are in support of the rezone application, and that one of these property owners plans to apply for a similar rezone in the future.

With no other members of the public wishing to provide testimony, Acting Chair Stark closed the public hearing period. He then opened the floor to questions and comments from the Commissioners.

Commissioner H. Smith agreed with Ms. Keiser regarding driveways entering onto East End Road. He noted that he's in support of this rezone given that the parcel is nestled between two properties that are supposedly Rural Residential, but are in fact businesses.

Commissioner Conley voiced his support for the rezone application, reiterating the two adjacent lots that are being used in this capacity.

Acting Chair Stark commented that the rezone application makes sense from his perspective.

With no other pending questions or comments from the Commission, Acting Chair Stark requested a motion and second.

SCHNEIDER/BARNWELL MOVED TO ADOPT STAFF REPORT PL 25-019 AND RECOMMEND APPROVAL TO THE HOMER CITY COUNCIL OF THE ZONING MAP AMENDMENT TO REZONE A PORTION OF THE RURAL RESIDENTIAL ZONING DISTRICT TO RESIDENTIAL OFFICE ZONING DISTRICT.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

PLAT CONSIDERATION

A. Staff Report PL 25-020 Cooper Subdivision 2025 Addition Replat Preliminary Plat

Acting Chair Stark introduced the item by reading of the title and deferred to City Planner Foster, who provided a summary review of his staff report included in the packet.

Acting Chair Stark then opened the floor for the Applicant.



City of Homer

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Planning

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STAFF REPORT PL 25-019

TO: Homer Planning Commission
FROM: Ryan Foster, City Planner
MEETING: April 16, 2025
SUBJECT: Application amending Zoning Map via Ordinance

Requested Action: Conduct a public hearing and recommend approval of the zoning map amendment to the Homer City Council

GENERAL INFORMATION

The subject properties, 4410 East Hill Road and 1374 East End Road are zoned Rural Residential. The applicant requests a change in zoning from Rural Residential to Residential Office by extending the boundary of the Residential Office district eastward.

Applicant: William L. Slone
1374 East End Road
Homer, AK 99603

Location: 4410 E Hill Rd and 1374 E End Road

Legal Description: T 6S R 13W SEC 16 SEWARD MERIDIAN HM 2005096 WATSON RIDGE LOT 1
T 6S R 13W SEC 16 SEWARD MERIDIAN HM 2005096 WATSON RIDGE LOT 2

Parcel ID: 17903078 and 17903079

Size of Existing Lot: 0.68 acres and 0.73 acres

Zoning Designation: Rural Residential District

Existing Land Use: Vacant and Residential

Surrounding Land Use: North: Vacant
South: Institutional
East: Residential
West: Commercial and Vacant

Comprehensive Plan: Economic Vitality Goals 1, 2, & 3

Wetland Status: Yes, KWF Wetlands Assessment of Wetland/Upland Complex on 4410 E Hill Rd.

Flood Plain Status: None

Utilities: Public utilities service the site.

Public Notice: Notice was sent to 25 property owners of 20 parcels as shown on the KPB tax assessor rolls.

GENERAL INFORMATION

This application proposes a zoning map amendment to move the Residential Office Boundary (RO) east to encompass the subject lots. The applicant states that they are petitioning for a change in the Homer Zoning Map to incorporate his two adjacent Rural Residential lots into the contiguous (west side of E. Hill Rd.) Residential Office zone. This proposal conforms with the Comprehensive Plan's overarching theme to "Keep Homer a lively, vital community that effectively responds to change and growth while retaining what is best about Homer's character." The primary effect of the zone change would be to allow a home-based business, professional office building, or studio for local artists as an authorized use, and medical clinic through a CUP.

HCC 21.95.060 Review by Planning Commission

- a. The Planning Commission shall review each proposal to amend this title or to amend the official zoning map before it is submitted to the City Council.
- b. Within 30 days after determining that an amendment proposal is complete and complies with the requirements of this chapter, the Planning Department shall present the amendment to the Planning Commission with the Planning Department's comments and recommendations, accompanied by proposed findings consistent with those comments and recommendations.
- c. The Planning Department shall schedule one or more public hearings before the Planning Commission on an amendment proposal, and provide public notice of each hearing in accordance with Chapter 21.94 HCC.
- d. After receiving public testimony on an amendment proposal and completing its review, the Planning Commission shall submit to the City Council its written recommendations regarding the amendment proposal along with the Planning Department's report on the proposal, all written comments on the proposal, and an excerpt from its minutes showing its consideration of the proposal and all public testimony on the proposal.

21.95.050 Planning Department review of zoning map amendment.

The Planning Department shall evaluate each amendment to the official zoning map that is initiated in accordance with HCC 21.95.020 and qualified under HCC 21.95.030, and may recommend approval of the amendment only if it finds that the amendment:

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

Applicant: See attached application.

Analysis: There are multiple goals and objectives from the Economic Vitality Chapter of the 2018 Comprehensive Plan that support this rezoning:

GOAL 1: Define and encourage economic development that meets the desires and interests of Homer residents and supports the unique character of the community.

The East End Road corridor is a significant state maintained east-west route for Homer. Specifically, the Residential Office district is centered on East End road and provides a transition from the urban core to the rural edge of Homer, this type of development helps meet the needs and interests of Homer residents.

GOAL 2: Encourage the retention and creation of more year-round and higher wage employment.

Objective A: Increase year-round employment that will enable local people to work, live, and raise their families in Homer. While almost all city actions will ultimately affect the course of economic change and job growth, city actions to promote year-round jobs include those listed below:

Implementation Strategies:

- *Consider zoning regulations that support new business opportunities while minimizing negative impacts.*

This rezoning considers zoning regulations that support new business opportunities at the key junction of East End Road and East Hill Road while minimizing negative impacts to neighboring properties.

GOAL 3: Identify and promote industries that show a capacity for growth.

Objective A: Recognize Emerging Industries

Homer is a place of big ideas and entrepreneurial spirit. Examples include the fervor with which local agriculture has developed, particularly high tunnel cultivation and commercial peony growing. These are growing local and regional business opportunities. Over time, there will be new economic opportunities that arise; the city should be open to these new ideas and support those that show reasonable opportunities for growth.

This rezoning application supports new economic opportunities for local businesses to change and grow. There is a strong demand for residential and office development in Homer.

Staff Finding: The proposed zoning change is consistent with the Comprehensive Plan and will support economic vitality.

b. Applies a zoning district or districts that are better suited to the area that is the subject of the amendment than the district or districts that the amendment would replace, because either conditions have changed since the adoption of the current district or districts, or the current district or districts were not appropriate to the area initially.

Applicant: See attached application.

Analysis: The Residential Office district in Homer is centered on East End Road, a major east-west connector for Homer. This district is intended for a mixture of low-density to medium-density residential uses and certain specified businesses and offices, and acts as a transition zone between commercial and residential neighborhoods in Homer, specifically the downtown core and the rural residential on the outer edges of the City. The RO district along East End Road abruptly ends at East Hill Road, it would be more appropriate for this district to extend across the intersection of East Hill and East End Roads and should have been extended with the creation of the RO district in this corridor. By encompassing the entire intersection in RO, there is an efficiency in services and land use, essentially creating a node of RO uses and more appropriately transitioning from CBD, RO, to RR from the urban core to the rural edge of the City.

Staff Finding: The amendment would apply a zoning district that is better suited to the area because Residential Office is more appropriate for a prominent intersection than Rural Residential.

c. Is in the best interest of the public, considering the effect of development permitted under the amendment, and the cumulative effect of similar development, on property within and in the vicinity of the area subject to the amendment and on the community, including without limitation effects on the environment, transportation, public services and facilities, and land use patterns.

Applicant: See attached application.

Analysis:

Public Services and Transportation

City water and sewer are available at East Hill and East End Road and access to the subject properties would be via East Hill Road and East End Road, an Alaska Department of Transportation maintained road. Full police and fire services are available. Public services and facilities are adequate to serve the property.

Environmental Conditions: Wetlands Analysis

The KWF wetlands assessment identifies Wetland/Upland Complex on 4410 E Hill Rd. on the northwestern portion of the property. Any future development, via zoning permit, would require a determination by the US Army Corps of Engineers.

Land Use Patterns

The Residential Office District is primarily intended for a mixture of low-density to medium-density residential uses and certain specified businesses and offices, which may include professional services, administrative services and personal services, but generally not including direct retail or wholesale transactions except for sales that are incidental to the provision of authorized services. A primary purpose of the district is to preserve and enhance the residential quality of the area while allowing certain services that typically have low traffic generation, similar scale and similar density. The district provides a transition zone between commercial and residential neighborhoods.

This property is located where Residential Office and Rural Residential districts meet. To the west is a health clinic, to the south is a school, to the east is residential, and to the north is a vacant lot. The residential office district fits well with the existing surrounding land uses and zoning districts.

Staff Finding: The rezoning of 4410 East Hill Road and 1374 East End Road to Residential Office is in the best interest of the public as it supports the transition between the downtown core and the rural edges of the City and has the infrastructure necessary to support this use and development.

STAFF COMMENTS/RECOMMENDATIONS:

Planning staff has reviewed the ordinance per 21.95.050 and recommends the Planning Commission conduct a public hearing, and recommend approval to the City Council.

ATTACHMENTS

1. Application
2. Petition
3. Map of Rezone
4. Public Notice
5. Aerial Map
6. Zoning Districts Map

lot 1

RECEIVED

MAR 14 2025



City of Homer

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CITY OF HOMER
PLANNING/ZONING

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

Rezoning Application

For Staff Use Only

Fee Amount:	Received by:	Planning Commission Public Hearing Date:
Date application accepted as complete:		HAPC approval or denial date:

APPLICANT INFORMATION

Name: WILLIAM L. SLONE Phone Number: 907 399-7170

Address: 1374 East End Rd.

Property Owner (if different than applicant)

Name: — Phone Number: —

Address: —

PROPERTY INFORMATION (if more than one lot, list on separate page)

Street Address: 4410 E. Hill Rd Lot size: .48 Tax parcel number: 17903078

Legal Description: T6S R13W SEC16 SEWARD MERIDIAN HM 2005096

Legal Description: WATSON RIDGE LOT 1

Circle one: Is City water available? ☒ YES / ☐ NO City Sewer? ☒ YES / ☐ NO Electrical Service? ☒ YES / ☐ NO

What is the existing use of the property? Vacant

What is the proposed use of the property? Residential Office

What structures or uses exist on the neighboring properties? (Examples: residential, commercial, vacant) List the zoning of these adjacent lots.

Structures/land use	Zoning
North: <u>Vacant</u>	<u>RR</u>
South: <u>Elementary School</u>	<u>UR</u>
East: <u>Medical Office Applicants Residence</u>	<u>RR</u>
West: <u>Medical Office</u>	<u>RO</u>

L72



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MAR 14 2025

CITY OF HOMER
PLANNING/ZONING

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491 East Pioneer Avenue
Homer, Alaska 99603

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(f) 907-235-3118

Rezoning Application

For Staff Use Only

Fee Amount:	Received by:	Planning Commission Public Hearing Date:
Date application accepted as complete:		HAPC approval or denial date:

APPLICANT INFORMATION

Name: WILLIAM L. SLOANE Phone Number: 907 399-7170

② Address: 1374 E. END Rd POB 2761 HOMER

Property Owner (if different than applicant)

Name: _____ Phone Number: _____

Address: _____

PROPERTY INFORMATION (if more than one lot, list on separate page)

Street Address: 1374 E. END Rd Lot size: .73 Tax parcel number: 17903079

Legal Description: T6S R 13W SEC 16 SEWARD MERIDIAN NM 2005096
WATSON RIDGE, LOT 2

Circle one: Is City water available? YES/NO City Sewer? YES/NO Electrical Service? YES/NO

What is the existing use of the property? VACANT

What is the proposed use of the property? RESIDENTIAL/OFFICE

What structures or land uses exist on the neighboring properties? (Examples: residential, commercial, vacant) List the zoning of these adjacent lots.

Structures/land use	Zoning
North: <u>VACANT</u>	<u>RR</u>
South: <u>ELEMENTARY School</u>	<u>UR</u>
East: <u>Trailer Residence</u>	<u>RR</u>
<u>'QUICK-DRAW' WATER DISPENSER</u>	
West: <u>MEDICAL OFFICE</u>	<u>RO</u>
<u>UPPER LOT - VACANT</u>	<u>RO</u>

1. What is the public need and why is this rezone justified?

2. Describe the benefits and detriments of this proposed rezoning to:

- (a) the community.
- (b) the neighboring landowners.
- (c) you, the property owner.

3. Can the proposed land use be developed in a manner that is compatible with development in adjacent zoning districts? If so, how? What effect will this change have on the surrounding properties?

4. Can the existing public facilities, services, and utilities accommodate the proposed use without any detrimental affect on adjacent zoning districts? If so, how?

5. Would rezoning to a district allowing the proposed use permit other uses, which would not be compatible with adjacent land use?

6. How does this proposal relate to the Comprehensive Plan and purposes of the zoning regulations?

7. How would the proposed change affect the public health safety and welfare of the surrounding area?

Notes for W.L. Slone zoning-change petition
 4410 E. Hill Rd, 1374 E. End Rd.
 Mar 14, 2025

In accordance with Homer City Code 21.95.020, e.1.b. *Initiating zoning map amendment*, “contiguous lot”, applicant is hereby petitioning for a change in the Homer Zoning Map to incorporate his two adjacent Rural Residential lots into the contiguous (west side of E. Hill Rd.) Residential Office zone.

This proposal conforms with the Comprehensive Plan’s overarching theme to “Keep Homer a lively, vital community that effectively responds to change and growth while retaining what is best about Homer’s character.” The primary effect of the zone change would be to allow a home-based business, professional office building, or studio for local artists as an authorized use, and medical clinic through a CUP.

Applicant’s lots specifically lend themselves to this zone change: They are located at a major state-maintained road intersection (corner of East End and East Hill Roads) allowing for easy vehicular access with no maintenance cost to the City. Both lots qualify as “infill” for utilities (water/sewer, electric, and N/G), which are immediately adjacent to the south side of the two lots, as well a state-maintained sidewalk for easy pedestrian or bicycle access. Furthermore, applicant’s lots are surrounded on three sides by either business or school structures, authorized by different zones: An RO medical office to the west; a UR elementary school to the south; and a CUP approved bulk water dispensing facility to the east, as well as a long-established plumbing-supply outlet. Uphill to the north is a large 7 acre vacant lot suitable for upscale residences.

Because applicant’s two lots are subject to adjacent vehicular noise during the day, they are not prime candidates for family residences. However, they would be a very good location for a small business office, studios, or even a medical office thereby adding economic vitality to the city in compliance with chapter 7 of the 2018 Comp Plan. Such structures are typically well-designed, well-built and consequently more welcomed into the local community environment than, say, a trailer park as allowed by RR zoning, but not RO. Furthermore, any RO structure will have no more negative effect on the lot’s vegetative environment than a multi-family house. Currently, both lots have a light screen of trees around the entire perimeter. Applicant anticipates that they will remain for the long term.

In Spring 2023, after a physical inspection, the COE removed the wetlands designation depicted on earlier maps for a portion of applicant’s west lot.

The 2018 Comprehensive Plan states in the Executive Summary that “The Comprehensive Plan identifies a broad, long-term vision for Homer’s future . . .” and “The plan translates community values into broad goals and identifies specific objective and strategies to further those goals.” Thus, primarily for administrative convenience, the Plan employed a broad brush in painting the boundaries of the current zoning map. Title 21 of City Code is the “ground-level” tool for practical implementation of the Comp Plan’s broad goals, fine-tuning, optimizing, and modifying Homer’s land use based on specific characteristics and conditions. Furthermore, even the existing zoning boundaries occasionally are modified by successive Comp Plans. In fact, the 2018 Comp Plan – on page A10 - anticipates future conversion of applicant’s current RR Zone to RT, Residential Transition, allowing modest-dimensioned offices/businesses.

Recent public testimony on the Kachemak Drive lot fish-processing proposal reflected the possibility of a land use “cancer” spreading from one zoning change lot to all others subsequently adjoining it, and eventually infecting the entire original zone. While that scenario is theoretically

possible by code, it remains very unlikely with applicant's lots. As previously noted they are already essentially surrounded by alternative-based uses, with the large vacant north lot almost certainly destined for upscale residential use. Furthermore, that vacant lot also abutts the west RO and could be - again, theoretically - a potentially alternative route for zone change that entirely bypasses applicant's two lots. And to freeze all land-use changes out of resistance to future development, regardless of merit, Code, and the Comp Plan, would stifle Homer's economic growth and welfare.

Applicant's response to the three code criteria – listed below - for map amendmend approval per HCC 21.95.050 are encompassed within his answers to the City's Rezoning Application.

HCC 21.95.050

- a. Is consistent with the Comprehensive Plan and will further specific goals and objectives of the plan.**
- b. Applies a zoning district or district that are better suited to the area that is the subject of the amendment than the district(s) that the amendment would replace, because either conditions have changed since the adoption of the current district(s), or the current district(s) were not appropriate to the area initially.**
- c. Is in the best interest of the public, considering the effect of development permitted under the amendment, and the cumulative effect of similar development, on property within and in the vicinity of the area subject to the amendment and on the community, including without limitation effects on the environment, transportation, public services and facilities, and land use patterns.**

Homer Rezone Application
W.L. Slone

1. What is the public need and why is this rezone justified?

Optimises land use, provides utility infill, and public benefit from potential medical clinic/facility.

2. Describe benefits and detriments of this proposed rezoning to:

(a) Community: Increase professional employment; increase sales, revenue, and employment for building trades.

Land use: Encourage infill, increase supply and diversity of housing.

Encourage high-quality buildings, support a variety of dwelling options as well as development of a variety of well-defined commercial/business'.

Transportation: State-maintained roads fronting applicant's lots support community land use.

Adjacent sidewalk helps provide alternative to automobile.

Public Services: Encourages the development of community services through office/public related business.

Economic Vitality: Encourage the retention and creation of more year-round and higher wage employment.

(b) Neighboring Landowners: Enhance property values

(c) Property Owner: Optimize land use

3. Can the proposed land use be developed in a manner that is compatible with development in adjacent zoning districts? If so, how? What effect will this change have on the surrounding properties?

Yes.

Some adjacent properties to the east are already used for business. In addition, structures on lots to the immediate south and west are zoned UR and RO, respectively.

No negative effect compared to potential RR use such as trailer park or heavy equipment storage. Probably increase value of surrounding properties. Furthermore, the Comp Plan anticipates converting the property's zoning status from RR to RT.

4. Can the existing public facilities, services, and utilities accommodate the proposed use without any detrimental affect on adjacent zoning districts? If so, how?

Yes.

Water/sewer, NG, and electric are already available at immediate south boundary of the lots.

Road access is via state-maintained roads.

5. Would rezoning to a district allowing the proposed use permit other uses, which would not be compatible with adjacent land use?

No.

6. How does this proposal relate to the Comprehensive Plan and purposes of the zoning regulations?

The following categories align with Comp Plan's overarching vision of Homer, particularly the outlined goals of increasing infill and diversity, and are compatible with city code allowing for fine-tuning of land use for optimization.

Land use: Encourage infill, increase supply and diversity of housing (home-based occupation). Encourage high-quality buildings (office/medical building).

Transportation: State-maintained roads fronting applicant's lots support community land use at no cost or negative effect to city street infrastructure. Adjacent sidewalk helps provide alternative to automobile.

Public Services: Encourages the development of community services through office/public related business.

Economic Vitality: Encourage the creation and retention of more year-round higher wage employment.

Transportation: Minimize stress and maintenance cost on city-maintained roads through use of state-maintained roads.

Health care: Positive health benefit from potential medical clinic or other health-related facility.

Economy: Encourage the retention and creation of more year-round jobs. Potential to support the wellness and healthcare industries.

Environment: Maintain same or higher level of scenic appearance than potential RR use such as trailer park or heavy equipment storage.

How would the proposed change affect the public health safety and welfare of the surrounding area?

Public Health: Medical benefit from potential medical clinic/office.


Safety: Wide, well-regulated state-maintained access roads (East End and East Hill Rds.) easily accommodate light traffic increase in lieu of traffic hazard at lots with more restricted access.

Welfare: Increased employment and city taxes to help maintain city services.

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Petition


Proposed amendment:	The at <u>4410 E Hill Rd</u> lot <u>1</u> consists of one parcel which is <u>.68</u> acres. Currently the parcel is <u>R.R.</u> . This request is to change the zoning of the entire property, <u>from R.R.</u> to the <u>RO-Residential Office</u>	
HCC 21.95.020(e)(3)(a)	"Each person signing this petition represents that the signer is a record owner of the lot whose description accompanies the signature; that the signer is familiar with the proposed zoning map amendment and the current zoning district of the lot; and that the signer supports the City Council's approval of the amendment."	
Statement of Justification	As a natural part of the growth and development of the city pursuant to the 2013 <u>Comp Plan</u> . It optimizes land use, provides utility infill, and increases employment & tax receipts for Homer with valuable office structures, home-based business or medical clinic.	

Printed Name	Signature of Property Owner or Designated Representative	Legal Description	Tax parcel number
WILLIAM L. STONE		<u>765 R 13W SEC 16 SEWARD</u> <u>MERIDIAN 4M 2005096</u> <u>WATSON RIDGE LOT 1</u>	<u>17903078</u>

MY SIGNATURE MEANS I AM IN FAVOR OF THIS AMENDMENT

Petition

Proposed amendment:	The at <u>B74 East End Rd Lot</u> consists of one parcel which is <u>2.73</u> acres. Currently the parcel is <u>RR</u> . This request is to change the zoning of the entire property, from <u>RR</u> to the <u>RO</u> .	
HCC 21.95.020 (e) (3) (a)	"Each person signing this petition represents that the signer is a record owner of the lot whose description accompanies the signature; that the signer is familiar with the proposed zoning map amendment and the current zoning district of the lot; and that the signer supports the City Council's approval of the amendment."	
Statement of Justification	As a natural part of the growth and development of the city pursuant to the 2018 Comp Plan. It optimizes land use, provides utility infill, and also increases employment & tax receipts for the owner with valuable office structure, home based business & medical clinic	

Printed Name	Signature of Property Owner or Designated Representative	Legal Description	Tax parcel number
Wesley Stone		T6.5 R 13W SEC 16 SEWARD MERIDIAN 4M 2005096 WATSON RIDGE LOT 2	17903079

MY SIGNATURE MEANS I AM IN FAVOR OF THIS AMENDMENT

Lot 1

OTHER REQUIREMENTS

- ✓ 1. The applicant shall provide a map showing the area to be rezoned.
- ✓ 2. The applicant shall provide a petition, signed by a majority of the landowners within the proposed zoning area saying that they support the proposed change.

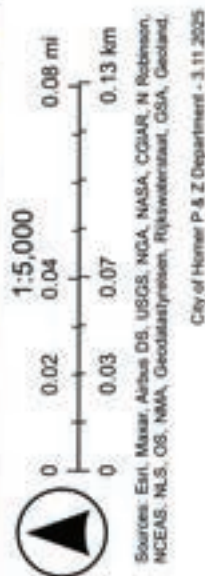
I hereby certify that the above statements and other information submitted are true and accurate to the best of my knowledge, and that I, as applicant, have the following legal interest in the property:

Owner of record ☒ Lessee _____ Contract purchase duly authorized to act for a person who has the following legal interest, _____ and that the owner of record is knowledgeable of this application if I am not the owner. I also understand that this item will be scheduled for the Planning Commission Agenda only if all application materials are submitted.

Applicant Signature: _____

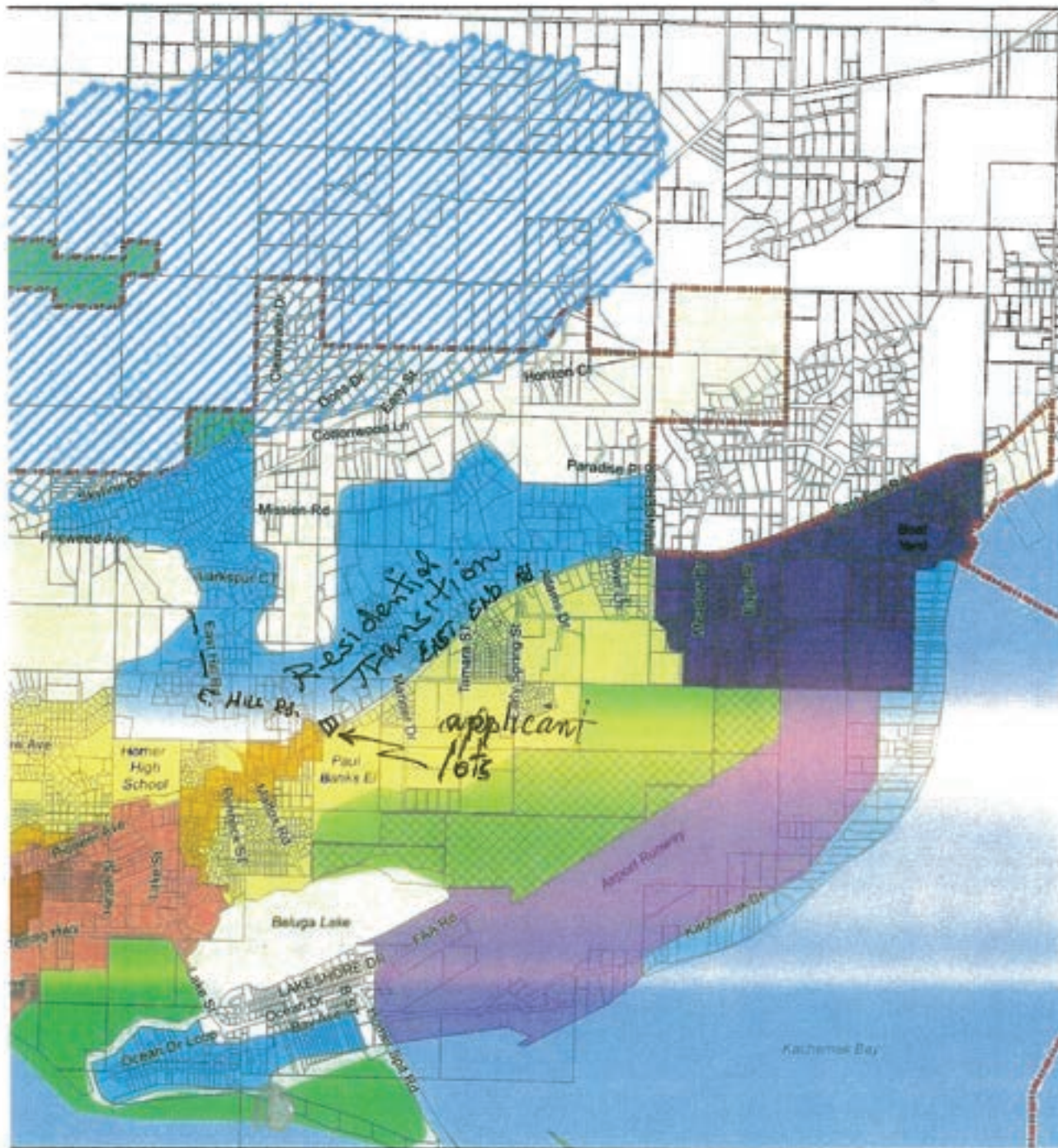
Property Owner Signature: _____

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Parcels_ Working view
 Address
 Road Maintenance
 Residential Office
 Rural Residential
 Urban Residential
 World_Hillshade

2018 Comp Plan Land Use Recommendations Map p. A10

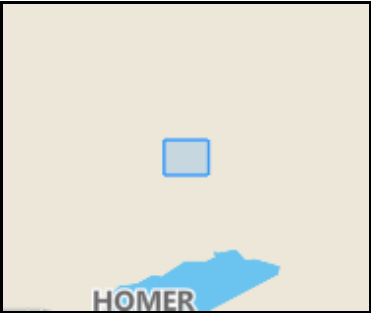


City Limits
Airport Critical Habitat Area

for Overlay

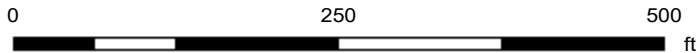


City of Homer



Legend

- Transportation
- Mileposts
- Parcels and PLSS
- Tax Parcels



NOTE: Every reasonable effort has been made to ensure the accuracy of these data. However, by accepting this material, you agree that the Kenai Peninsula Borough assumes no liability of any kind arising from the use of this data. The data are provided without warranty of any kind, either expressed or implied, including but not limited to time, money or goodwill arising from the operation or modification of the data. In using these data, you further agree to indemnify, defend, and hold harmless Kenai Peninsula Borough for any and all liability of any nature arising from the lack of accuracy or correction of the data, or use of the data.

**CITY OF HOMER
HOMER, ALASKA**

Planning Commission

ORDINANCE 25-37

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING THE HOMER CITY ZONING MAP TO REZONE A
PORTION OF THE RURAL RESIDENTIAL (RR) ZONING DISTRICT TO
RESIDENTIAL OFFICE (RO) ZONING DISTRICT AT 4410 E HILL ROAD
AND 1374 E END ROAD.

WHEREAS, City staff received a completed application by petition of the property owner, William L. Slone, per Homer City Code (HCC) 21.95.020 (e); and

WHEREAS, The request is consistent with the 2018 Homer Comprehensive Plan, furthering specific goals and objectives of the plan; and

WHEREAS, The Homer Planning Commission held a public hearing on April 16, 2025 as required by HCC 21.95.060(c); and

WHEREAS, A motion to recommend approval of the rezoning request by the Homer Planning Commission passed by unanimous consent; and

WHEREAS, The zoning district boundaries shall be as shown on the official Homer zoning map per HCC 21.10.020(c).

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer Zoning Map is amended to transfer the parcels listed on the attached Exhibit A from Rural Residential zoning district to the Residential Office zoning district as depicted on Exhibit B.

Section 2. The City Planner is authorized to note on the Homer Zoning Map the amendments enacted by this ordinance as required by Homer City Code 21.10.030(b).

Section 3. This Ordinance is of a non-Code ordinance of a permanent nature and shall be noted in the ordinance history of Homer City Code 21.10.030.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this 27TH day of May, 2025.

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ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:

CITY OF HOMER

RACHEL LORD, MAYOR

Exhibit A

Parcel ID	Acreage	Legal Description
17903078	0.68 acres	T 6S R 13W SEC 16 SEWARD MERIDIAN HM 2005096 WATSON RIDGE LOT 1
17903079	0.73 acres	T 6S R 13W SEC 16 SEWARD MERIDIAN HM 2005096 WATSON RIDGE LOT 2

Exhibit B

**RURAL RESIDENTIAL
(RR) ZONING**

Proposed Change: This lot
to change zoning from
Rural Residential (RR) to
Residential Office (RO)

East Hill Rd.

Zoning District
Boundary RO / RR

East End Road

Cantrell Creek Rd.

**RESIDENTIAL OFFICE
(RO) DISTRICT**

Proposed Change: This lot
to change zoning from
Rural Residential (RR) to
Residential Office (RO)

Zoning District
Boundary RO / UR

**URBAN RESIDENTIAL
(UR) DISTRICT**



City of Homer
Planning and Zoning Department

Exhibit B
Rural Residential to
Residential Office
Rezoning



0 125 250 500 750 1,000 Feet

*Disclaimer:
It is expressly understood the City of
Homer, its council, board,
departments, employees and agents are
not responsible for any errors or omissions
contained herein, or deductions, interpretations
or conclusions drawn therefrom.*

City of Homer
Planning & Zoning Department
May 1, 2025

**CITY OF HOMER
HOMER, ALASKA**

Venuti/Parsons

RESOLUTION 25-044

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
DESIGNATING THE MONTH OF JULY AS *PEONY MONTH* TO
CELEBRATE THE BEAUTY, RESILIENCY, CULTURAL SIGNIFICANCE
AND TO RECOGNIZE THE UNIQUE BLOOM TIMES OF THE FLOWER
IN ALASKA.

WHEREAS, The peony is a flower of great beauty and cultural significance, known for its large, fragrant blooms and vibrant colors; and

WHEREAS, Peonies are symbolic of love, honor, happiness, wealth, romance and beauty, traditionally given on special occasions as an expression of goodwill, best wishes and joy; and

WHEREAS, Alaska peonies bloom times of mid-July until September provide additional resources for florists throughout the world; and

WHEREAS, The resilience and beauty of the peony make it a fitting symbol of the spirit of Alaska with its ability to thrive in such a challenging environment; and

WHEREAS, Homer is known as the City of Peonies since 2017 when Mayor Bryan Zak issued such declaration, is the home to 25 thriving peony farms, and where one can immerse themselves in the botanical culture by attending events showcasing the beautiful blooms; and

WHEREAS, The City extends our gratitude to the gardeners and florists who cultivate and share the beauty of peonies with the community.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, hereby designates the month of July as *Peony Month* to celebrate the beauty, resilience and cultural significance of the peony and recognize the unique bloom times of the flower in Alaska.

BE IT FURTHER RESOLVED that the City encourages all residents and visitors take time to appreciate the beauty of peonies whether in personal gardens or public displays and to learn more about their history and symbolism.

PASSED AND ADOPTED by the Homer City Council this 12th day of May, 2025.

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CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

Fiscal information: NA



MEMORANDUM

Resolution 25-045, A Resolution of the City Council of Homer, Alaska Approving Amendments to Task Order 24-03, with HDR Engineering, as the Homer Harbor Expansion Owners Representative to Update Tasks Two through Four Refining Geotechnical Investigations Services Scope of Work and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Port Director.

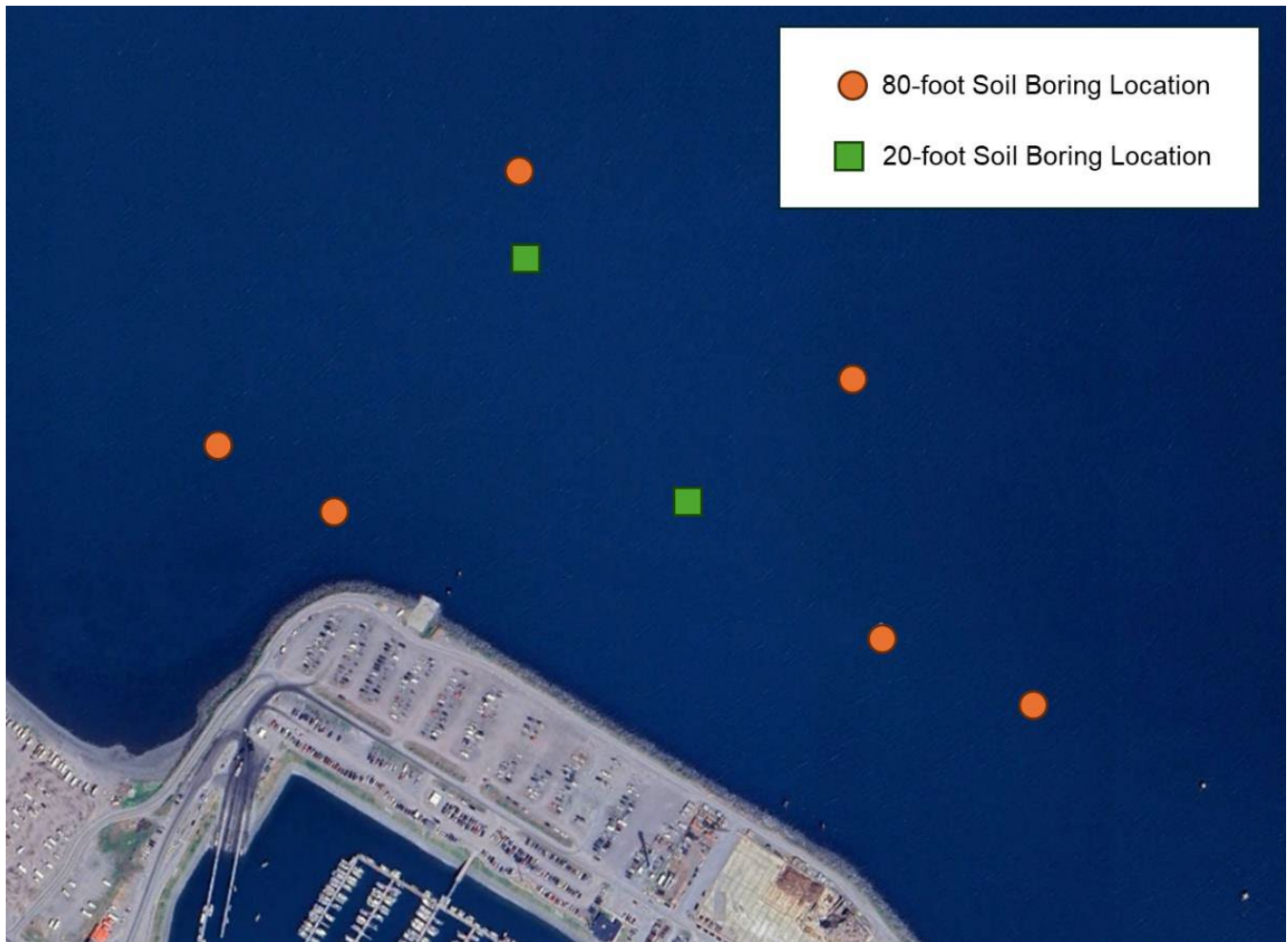
Item Type: Back Up Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: May 01, 2025
From: Bryan Hawkins, Port Director
Through: Melissa Jacobsen, City Manager

In 2024, City Council approved the geophysical and preliminary geotechnical work required for the general investigation in Ordinance 23-01.

The U.S. Army Corps of Engineers has identified **eight sampling locations** within the project area. This phase involves mobilizing a drill rig on a barge or landing craft. To maintain precise positioning during drilling, a **four-corner anchoring system** will be used. The drill will bore **4-inch diameter holes to a depth of 80 feet**, extracting full-length core samples from the seafloor.

This work is essential for establishing **baseline soil compaction data**, which is a critical component in developing accurate cost estimates for the construction of the breakwater.

Shannon & Wilson will perform the geotechnical work and will work as a **subcontractor under HDR** who will provide oversight and ensure that all U.S. Army Corps of Engineers specifications are met. A Corps representative will be on-site for the entire operation to oversee and document the work. As you can imagine, this is a **crucial step** in advancing the breakwater project, and your support for this amendment is greatly appreciated.



Recommendation

Approve amended Task Order 24-03 with HDR to update Tasks 2 through 4 to refine the required soil boring data collection.

Attachments

Ordinance 23-01
Resolution 24-081
Task Order 24-03 Amendment

**CITY OF HOMER
HOMER, ALASKA**

City Manager

ORDINANCE 23-01

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
RENEWING THE APPROPRIATION OF FUNDS IN THE AMOUNT OF
\$750,000 FROM THE GENERAL FUND FUND BALANCE FOR THE
PURPOSE OF REINITIATING AND CONDUCTING A U.S. ARMY
CORPS OF ENGINEERS GENERAL INVESTIGATION STUDY FOR THE
HOMER LARGE VESSEL PORT EXPANSION.

WHEREAS, The City Council has identified the Homer Large Vessel Port Expansion as its
top priority Capital Improvement Project (CIP) for many years; and

WHEREAS, The project will require a total of \$3 million through a 50/50 state/local and
federal match to proceed; and

WHEREAS, In 2020 the City Council approved Ordinance 20-06 which appropriated
funds totaling \$750,000 towards a general investigation of the Large Vessel Port Expansion;
and

WHEREAS, In 2022 the City successfully lobbied the State of Alaska to also appropriate
\$750,000 via a designated legislative grant towards a general investigation of the Large Vessel
Port Expansion which was accepted and appropriated by Ordinance 22-64; and

WHEREAS, Senator Murkowski has included first year funding for the General
Investigation as a Congressional Designated Spending request which currently resides in the
draft federal budget; and

WHEREAS, The City's appropriation is expiring and needs to be renewed to ensure the
funds remain available as we expect the General Investigation to begin in calendar year 2023.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The FY23 capital budget is hereby amended to renew the appropriation of
\$750,000 from the general fund fund balance for the purpose of reinitiating and conducting an
Army Corps of Engineers General Investigation Study for the Homer Large Vessel Port
Expansion as follows:


<u>Fund</u>	<u>Description</u>	<u>Amount</u>
	U.S. ACE General	\$750,000

Investigation Study-
Large Vessel Port Expansion

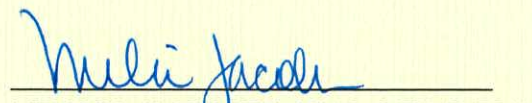
Section 2. This is a budget amendment ordinance and shall not be codified.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA THIS 23rd day of January, 2023.

CITY OF HOMER


KEN CASTNER, MAYOR

ATTEST:


MELISSA JACOBSEN, MMC, CITY CLERK

YES: 5

NO: 0

ABSENT: 0

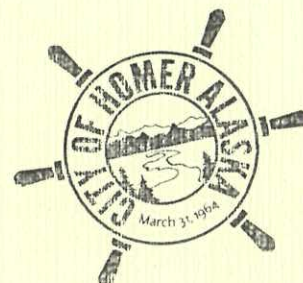
ABSTAIN: 1

First Reading: 1-24-23

Public Hearing: 1-23-23

Second Reading: 1-23-23

Effective Date: 1-24-23



**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Port Director

RESOLUTION 24-081

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING TASK ORDER 24-03 AWARDED TO HDR FOR HOMER
HARBOR EXPANSION GENERAL INVESTIGATION WORK-IN-KIND
ENGINEERING SUPPORT SERVICES TO ADDITIONALLY INCLUDE
UNITED STATES ARMY CORPS OF ENGINEERS REQUESTED
BATHYMETRIC MAPPING AND AUTHORIZING THE CITY MANAGER
TO EXECUTE THE APPROPRIATE DOCUMENTS.

WHEREAS, On March 29, 2023, the City signed a Federal Cost Share Agreement to engage in a Homer Harbor Expansion General Investigation (GI) study with the United States Army Corps of Engineers (USACE); and

WHEREAS, under the Federal Cost Share Agreement there is a 50% local sponsor match requirement being shared by the City of Homer and the State of Alaska which consists of a mix of cash and in-kind services, called Work-In-Kind; and

WHEREAS, City staff and the engineering team from HDR (the City's contracted owner representative) met with the USACE Project Development Team's engineering/hydrology section to define what elements of the study would be completed by third parties under the direction of the City, leading to a task order being awarded to HDR on May 8, 2023 via Resolution 23-046 for Work-In-Kind engineering services to assist the GI study; and

WHEREAS, Under the current Task Order 24-03, HDR will supervise subcontractor Shannon and Wilson in conducting the needed geotechnical investigation, starting with sub-bottom profiling; and

WHEREAS, Initially, bathymetric mapping was a separate GI task scheduled to be contracted out by the USACE, but HDR confirmed that Shannon and Wilson could collect this data simultaneously with the sub-bottom profiling for a cost not to exceed \$48,000 saving time and significantly reducing mobilization costs to the study; and

WHEREAS, The USACE confirmed that the fee paid for this engineering support service shall be treated as Work-In-Kind and will be credited to the local sponsor match requirement of the GI; and

WHEREAS, The opportunity to collect the geotechnical and bathymetric mapping data under one contract is in the City's best interest as it creates efficiencies and cost savings.

45 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, approves
46 the amendment to Task Order 24-03 awarded to HDR to include bathymetric mapping services
47 in the amount of \$48,000 for the Homer Expansion GI Work-In-Kind engineering support
48 services and authorizes the City Manager to execute the appropriate documents.

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50 PASSED AND ADOPTED by the Homer City Council this 22nd day of July, 2024.

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52 CITY OF HOMER

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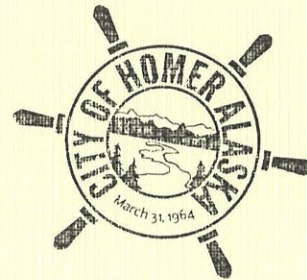
55 KEN CASTNER, MAYOR

56 ATTEST:

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59 RENEE KRAUSE, MMC, CITY CLERK

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61 Fiscal Note: Ordinance 22-64 and Ordinance 23-01



TASK ORDER #24-03 (AMENDED)
Homer Large Vessel Harbor Expansion Project
Owner’s Representative – USACE Work In Kind Geophysical

This Task Order pertains to an Agreement by and between the City of Homer, (“OWNER”), and HDR Engineering Inc., (“ENGINEER”), dated May 17, 2022, (“the AGREEMENT”). Engineer shall perform services on the project described below as provided herein and in the Agreement.

PART 1.0 PROJECT DESCRIPTION

Serve as Owner’s Representative for Homer Large Vessel Expansion Project. Perform in-kind work with USACE to investigate geophysical conditions of proposed harbor alternatives locations.

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY ENGINEER

Services will be provided per HDR Proposal dated October 17, 2023, amended July 17, 2024, and further amended on May XX, 2025. Task 1 and Task 5 have been completed. Task 2 through 4 are revised based on geophysical work previously performed (Task 1).

PART 3.0 OWNER’S RESPONSIBILITIES

Owner shall provide background information & staff support as requested.

PART 4.0 DELIVERABLES AND SCHEDULE

See attached Proposal date April 17, 2025

PART 5.0 PAYMENT TO ENGINEER

Payments not to exceed \$904,622 on fixed fee basis.

This Task Order is executed this XXth day of May, 2025.

City of Homer
“OWNER”

By: Melissa Jacobsen

Signature: _____
Title: City Manager

HDR Engineering, Inc.
“ENGINEER”

By: Anna Kohl, CEP

Signature: _____
Title: Alaska Area Manager/Vice President

**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Port Director

RESOLUTION 25-045

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
APPROVE AMENDMENTS TO TASK ORDER 24-03, WITH HDR
ENGINEERING, AS THE HOMER HARBOR EXPANSION OWNERS
REPRESENTATIVE TO UPDATE TASKS TWO THROUGH FOUR
REFINING GEOTECHNICAL INVESTIGATIONS SERVICES SCOPE OF
WORK AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE
AND EXECUTE THE APPROPRIATE DOCUMENTS.

WHEREAS, Ordinance 23-01 issued the original Task Order 24-03 to HDR Engineering
(HDR) and Resolution 24-081 authorized the subcontractor Shannon and Wilson to conduct the
needed geotechnical investigation for Tasks 2 through 4, under the supervision of HDR; and

WHEREAS, The geophysical survey work that took place in 2024 by HDR identified and
refined the location and quantity of borings that will be required for Tasks 2 through 4; and

WHEREAS, The requested amendment to Task Order 24-03 provides a revised detailed
Scope of Work, that is required per the United States Army Corps of Engineers, to begin the
Integrated Feasibility Report and Environmental Assessment; and

WHEREAS, It is planned that Shannon and Wilson will complete Tasks 2, 3, and 4 in Task
Order 24-03 through the end of 2025, with a majority of field activities taking place during the
summer months; and

WHEREAS, This is a no-cost amendment Task Order 24-03, and no additional funds are
being requested.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, hereby
approves amendments to Task Order 24-03 with HDR Engineering, as the Homer Harbor
Expansion Owner's Representative, to update Tasks 2 through 4, refining Geotechnical
Investigation Services Scope of Work and authorizes the City Manager to negotiate and execute
the appropriate documents.

PASSED AND ADOPTED by the Homer City Council this 12th day of May, 2025.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

Fiscal Note: N/A - Refer to Memorandum CC-25-130



MEMORANDUM

Resolution 25-046, A Resolution of the City Council of Homer, Alaska Authorizing Task Order #2 to Alaska Harbor Consulting, LLC for Engineering and Professional Services to Complete Preliminary Design Engineering to Support Replacement of System 4 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents.

Item Type: Back Up Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: May 01, 2025
From: Bryan Hawkins, Port Director
Through: Melissa Jacobsen, City Manager

In 2024, the City engaged **Alaska Harbor Consulting, LLC** to assist with the design and engineering of the Homer Harbor Float Replacement Project. Their work included a cost estimate and associated materials, which formed the foundation of our application for the 2024 Port Infrastructure Development Program (PIDP) grant.

Although the City was not awarded the PIDP grant in 2024, the City Council has authorized staff to move forward with a reapplication for the 2025 PIDP grant. Following a grant debrief with MARAD staff, we were advised to lower the overall funding request. As a result, we have determined that **System 4**, the oldest system in the harbor, should be the focus of our revised application.

Alaska Harbor Consulting, LLC will resume work where they left off, advancing the engineering to the next stage. Their scope will also include:

- Initiating long-lead permitting tasks
- Updating the scope of work and project cost estimate
- Subcontracting AutoCAD drawings
- Revising the materials list to ensure compliance with current grant requirements
- Consulting engineer during the grant application process

Project funding will be split 50/50 between a **Denali Commission Transportation Program Grant** and the **Port and Harbor Match Reserves**.

The revised Task Order from Alaska Harbor Consulting, LLC will be included in the supplemental packet.

Recommendation

Approve authorization of Task Order #2 to Alaska Harbor Consulting, LLC, to complete the preliminary design engineering to support the replacement of System 4.

Attachments:

Ordinance 25-17(S)

Alaska Harbor Consulting, LLC - System 4, 30% Drawing

CITY OF HOMER
HOMER, ALASKA

City Manager/
Port Director

ORDINANCE 25-17(S)

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
AMENDING THE FY25 CAPITAL BUDGET BY ACCEPTING AND
APPROPRIATING A FY24 TRANSPORTATION PROGRAM GRANT IN
THE AMOUNT OF \$1,100,000 FROM THE DENALI COMMISSION FOR
THE PURPOSE OF COMPLETING DESIGN AND PERMITTING FOR
HOMER HARBOR CRITICAL FLOAT SYSTEM REPLACEMENT
PROJECT WITH A LOCAL MATCH OF \$1,105,000 AND
AUTHORIZING THE CITY MANAGER TO EXECUTE THE
APPROPRIATE DOCUMENTS.

WHEREAS, The Homer Harbor Critical Float System Replacement is ranked third among
the City of Homer FY2026 State and Federal Legislative Priorities in the Capital Improvement
Plan; and

WHEREAS, The City submitted an application to the Denali Commission Transportation
Program for funding to complete design and permitting activities for the Harbor Critical Float
System Replacement project for the Homer Harbor; and

WHEREAS, As a 'shovel-ready' project with completed design and permitting, Homer
Harbor Critical Float System Replacement will become eligible for more sources of grant
funding; and

WHEREAS, The Denali Commission has awarded the City a grant in the amount of
\$1,100,000 requiring a local match of ~~\$855,000~~ \$1,105,000. and

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY25 Capital Budget by accepting
and appropriating a FY24 Transportation Program Grant in the amount of \$1,100,000 from the
Denali Commission ~~for the purpose of completing design and permitting for Homer Harbor~~
~~Critical Float System Replacement with a local match of \$855,000 as follows:~~

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
415-XXXX	Denali Commission Grant	\$1,100,000
	<u>FY24 Transportation Program Grant</u>	

Section 2. The Homer City Council hereby amends the FY25 Capital Budget by appropriating \$1,105,000 from the Port & Harbor Match Reserves as follows:

Transfer from:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
<u>456-0389</u>	<u>Grant Matching Funds</u>	<u>\$1,105,000</u>

Transfer to:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
<u>415-xxxx</u>	<u>Homer Harbor Critical Float</u>	<u>\$1,105,000</u>
	<u>System Replacement Project</u>	

Section 3. The total construction project cost budget for the City of Homer is \$2,205,000 as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
<u>415-xxxx</u>	<u>FY24 Transportation Program Grant</u>	<u>\$1,100,000</u>
<u>456-0389</u>	<u>Grant Matching Funds</u>	<u>\$1,105,000</u>

Section 4. The City Manager is authorized to execute the appropriate documents.

Section 5. This ordinance is a budget amendment ordinance, is temporary in nature and shall not be codified.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this 24th day of March, 2025.

CITY OF HOMER



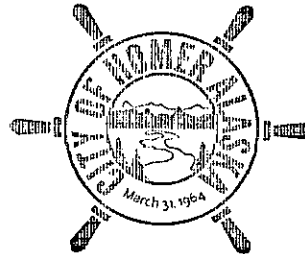
RACHEL LORD, MAYOR

ATTEST:



RENEE KRAUSE, MMC, CITY CLERK

YES: 6
NO: 0
ABSTAIN: 0
ABSENT: 0



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85 First Reading: 2/24/25

86 Public Hearing: 3/10/25

87 Second Reading: 3/24/25

88 Effective Date: 3/25/25



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**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Port Director

RESOLUTION 25-046

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
AUTHORIZING A TASK ORDER TO ALASKA HARBOR CONSULTING,
LLC FOR ENGINEERING AND PROFESSIONAL SERVICES TO
COMPLETE PRELIMINARY DESIGN ENGINEERING TO SUPPORT
REPLACEMENT OF SYSTEM 4 IN THE HOMER HARBOR AND
AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE
THE APPROPRIATE DOCUMENTS.

WHEREAS, The Homer Harbor Critical Float Replacement project includes System 4 of
the Homer Harbor, which is in critical condition, does not currently meet design or safety
standards, and is at risk of restrictions or decommissioning if not addressed; and

WHEREAS, Homer Harbor Critical Float System Replacement is identified as a
Legislative Priority project in the City of Homer FY26 Capital Improvement Plan; and

WHEREAS, Alaska Harbor Consulting, LLC, a term contractor with the City of Homer, has
previously provided engineering services for the Port & Harbor, is familiar with the scope and
requirements of harbor infrastructure projects; and

WHEREAS, Staff recommends authorizing Alaska Harbor Consulting, LLC, an
engineering company with familiarity with the scope of the project; and

WHEREAS, Ordinance 25-17(S) accepted a FY24 Denali Commission Transportation
Program Grant to complete design and permitting for the Float System Replacement Project.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska hereby
authorizes a Task Order to Alaska Harbor Consulting, LLC, to complete the preliminary design
engineering to support the replacement of System 4 and authorizes the City Manager to
negotiate and execute the appropriate documents.

PASSED AND ADOPTED by the Homer City Council this 12th day of May, 2025.

CITY OF HOMER

RACHEL LORD, MAYOR

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44 ATTEST:

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RENEE KRAUSE, MMC, CITY CLERK

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49 Fiscal Note: See Memorandum CC-25-131

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MEMORANDUM

Resolution 25-047, A Resolution of the City Council of Homer, Alaska, Authorizing the City Manager to Execute a Loan Agreement with the State of Alaska Department of Environmental Conservation under its Alaska Drinking Water Fund Program in an Amount Not to Exceed \$491,400 to Finance the Ohlson Lane West Bunnell Avenue Water Main Replacement Project. City Manager/Public Works Director.

Item Type: Backup Memorandum
Prepared For: City Council
Date: May 1, 2025
From: Daniel Kort, Public Works Director
Through: Melissa Jacobsen, City Manager

I. Issue: The purpose of this Memorandum is to request approval to allow the City Manager to accept loan funds from the ADEC for the Ohlson Ln. and W. Bunnell Ave. Water Main Replacement Project.

II. Background:

This project is to replace the 60-year old, cast iron water main on Ohlson Ln. and W. Bunnell Ave., which is at the end of its useful life. On April 14, 2025, Resolution 25-031 authorized the City Manager to negotiate and execute a contract with East Road Services, Inc. for the construction of the Improvement and a notice to proceed was issued on April 28, 2025.

Much of the Funding for this project is coming from a loan that the City applied for from the ADEC's State Revolving fund. The State Revolving Fund doesn't technically issue grants, but they can issue loans and then forgive a portion of the loan, which they call principal forgiveness. The loan for the Ohlson Ln. and W. Bunnell Ave. Water Main Replacement Project has \$491,400 in principal forgiveness attached. The rest of the project funding is coming from the Water CARMA Fund.

Two resolutions are required before the City can fully execute a loan with the ADEC. First, a resolution is needed to apply for the loan. Resolution 23-070 authorized the City to apply for a loan for this project. Second a resolution is needed to execute the loan agreement.

Recommendations:

City Council authorize the City Manager to accept loan funds from the ADEC under its Drinking Water Fund Program in the amount of \$491,400 for the Ohlson Ln. and W. Bunnell Water Main Replacement Project and execute the appropriate documents.

Attachments:

Resolution 23-070

Memorandum CC-23-168

**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Public Works Director

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.

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

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

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

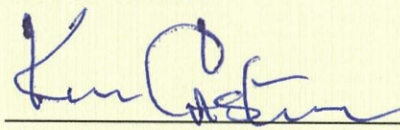
WHEREAS, the water line replacement project is listed on the Alaska Department of Environmental Conservation's FY24 Intended Use Plan for Drinking Water State Revolving Loan Funds and the City is eligible for a Principal Forgiveness Subsidy in the amount of \$491,400; and

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

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

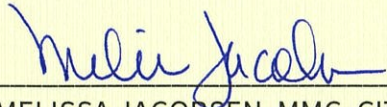
PASSED AND ADOPTED by the Homer City Council this 24th day of July, 2023.

CITY OF HOMER



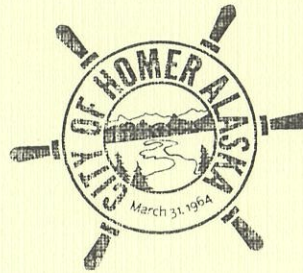
KEN CASTNER, MAYOR

ATTEST:



MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Note: N/A





MEMORANDUM

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

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:

Component of Project	Funding Source	Est. Cost	Subsidy
• 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.

**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Public Works Director

RESOLUTION 25-047

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
AUTHORIZING THE CITY MANAGER TO EXECUTE A LOAN
AGREEMENT WITH THE STATE OF ALASKA DEPARTMENT OF
ENVIRONMENTAL CONSERVATION UNDER ITS ALASKA DRINKING
WATER FUND PROGRAM IN AN AMOUNT NOT TO EXCEED \$491,400
TO FINANCE THE OHLSON LANE WEST BUNNELL AVENUE WATER
MAIN REPLACEMENT PROJECT.

WHEREAS, The Ohlson Lane West Bunnell Avenue Water Main Replacement is on the
Alaska Department of Environmental Conservation 's (ADEC) Intended Use Plan for FY24 and
has been awarded a Principle Forgiveness Subsidy in the Amount of \$491,400; and

WHEREAS, Resolution 23-070 authorized the City Manager to apply for a loan from the
ADEC's Alaska Drinking Water Fund Program (ADWFP) for the referenced project; and

WHEREAS, All of the appropriate documents have been submitted to ADEC to apply for
such a loan.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska hereby
authorizes the City Manager to execute a loan agreement with ADEC under the ADWFP in the
amount of \$491,400 for the Ohlson Lane West Bunnell Avenue Water Main Replacement Project
and execute the appropriate documents.

PASSED AND ADOPTED by the Homer City Council this 12th day of May, 2025.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

Fiscal Note: See Memorandum CC-25-xxx



MEMORANDUM

Resolution 25-048, A Resolution of the City Council of Homer, Alaska Authorizing the City Manager to Accept Loan Funds from the State of Alaska Department of Environmental Conservation Under its Alaska Clean Water Fund Program in an Amount Not to Exceed \$324,000 to Finance the Ohlson Lane West Bunnell Avenue Water and Stormwater Drain Project. City Manager/Public Works Director.

Item Type: Backup Memorandum
Prepared For: City Council
Date: May 1, 2025
From: Daniel Kort, Public Works Director
Through: Melissa Jacobsen, City Manager

I. Issue: The purpose of this Memorandum is to request approval to allow the City Manager to accept loan funds from the Alaska Department of Environmental Conservation (ADEC) for the Ohlson Ln. and W. Bunnell Ave. Water and Storm Drain Project.

II. Background:

This project is to add storm drain, curb and gutter to Ohlson Ln. and W. Bunnell Ave. On April 14, 2025, Resolution 25-031 authorized the City Manager to negotiate and execute a contract with East Road Services, Inc. for the construction of the Improvement and a notice to proceed was issued on April 28, 2025.

Much of the Funding for this project is coming from a loan that the City applied for from the ADEC's State Revolving fund. The State Revolving Fund doesn't technically issue grants, but they can issue loans and then forgive a portion of the loan, which they call principal forgiveness. The loan for the Ohlson Ln. and W. Bunnell Ave. Water and Storm Drain Project has \$324,000 in principal forgiveness attached. The rest of the project funding is coming from the HART Roads Fund.

Two resolutions are required before the City can fully execute a loan with the ADEC. First, a resolution is needed to apply for the loan. Resolution 23-068 authorized the City to apply for a loan for this project. Second a resolution is also needed to accept the loan funds. According to the City Attorney these can't be done in the same resolution.

RECOMMENDATIONS:

That the City Council authorizes the City Manager to accept loan funds from the ADEC under its Clean Water Fund Program in the amount of \$324,000 for the Ohlson Ln. and W. Bunnell Water and Storm Drain Project and execute the appropriate documents.

Attachments:

Resolution 25-031

Resolution 23-068

**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Public Works Director

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.

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

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

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

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

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

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

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

CITY OF HOMER



KEN CASTNER, MAYOR

ATTEST:

Melissa Jacobsen

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Note: N/A



**CITY OF HOMER
HOMER, ALASKA**

City Clerk

RESOLUTION 25-031

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
AWARDING THE CONTRACT FOR THE OHLSON LANE WEST
BUNNELL AVENUE ROADWAY AND WATER IMPROVEMENT
PROJECT TO EAST ROAD SERVICES, INC OF HOMER, ALASKA IN
THE AMOUNT NOT TO EXCEED \$2,064,000 AND AUTHORIZE THE
CITY MANAGER TO NEGOTIATE AND EXECUTE THE APPROPRIATE
DOCUMENTS.

WHEREAS, In accordance with the Procurement Policy the Invitation to Bid was
advertised in the Homer News on February 28, 2025 and March 6, 2025, in the Anchorage Daily
News on March 9, 2025; and

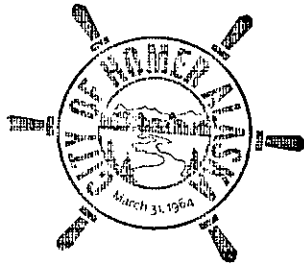
WHEREAS, The Invitation to Bid was listed with three plans rooms in the State and on
the City website; and

WHEREAS, There were Seven Addendums issued and bids were due by 2:00 p.m. on
Tuesday, April 8, 2025, and five bids were received; and

WHEREAS, Bids were reviewed in accordance to the criteria established and it was
determined that the firm of East Road Services, Inc. of Homer, Alaska provided the overall best
selection for the services requested as identified in the Invitation to Bid documents.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, awards the
Contract for the Ohlson Lane West Bunnell Roadway and Water Improvement Project to East
Road Services, Inc. of Homer, Alaska, in the Amount Not to Exceed \$2,064,000 and authorizes
the City Manager to negotiate and execute the appropriate documents.

PASSED AND ADOPTED by the Homer City Council this 14th day of April, 2025.



CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

Renee Krause

RENEE KRAUSE, MMC, CITY CLERK

Fiscal Note: Ordinance 24-61 appropriated \$2,000,000 from HART Roads; \$1,997,500 remains.

**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Public Works Director

RESOLUTION 25-048

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
AUTHORIZING THE CITY MANAGER TO ACCEPT LOAN FUNDS
FROM THE STATE OF ALASKA DEPARTMENT OF ENVIRONMENTAL
CONSERVATION UNDER ITS ALASKA CLEAN WATER FUND
PROGRAM IN AN AMOUNT NOT TO EXCEED \$324,000 TO FINANCE
THE OHLSON LN AND W BUNNELL AVE WATER AND STORM DRAIN
PROJECT.

WHEREAS, The Ohlson & Bunnell Storm Drain is on the Alaska Department of
Environmental Conservation's ("ADEC") Intended Use Plan for FY24 and has been awarded a
Principal Forgiveness Subsidy in the amount of \$324,000; and

WHEREAS, Resolution 23-068 authorized the City Manager to apply for a loan from the
ADEC's Clean Water Fund Program for the referenced project in the amount of \$324,000; and

WHEREAS, All of the appropriate documents have been submitted to ADEC to apply for
such a loan; and

WHEREAS, A separate resolution is required, allowing the City Manager to accept the
loan funds before a loan agreement can be signed:

NOW THEREFORE BE IT RESOLVED that the City Council of Homer, Alaska hereby
authorizes the City Manager to accept loan funds from ADEC under its Clean Water Fund
Program in the Not to Exceed Amount of \$324,000 for the Ohlson Ln. and W. Bunnell Water and
Storm Drain Project and execute the appropriate documents.

PASSED AND ADOPTED by the Homer City Council this 12th of May, 2025.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK



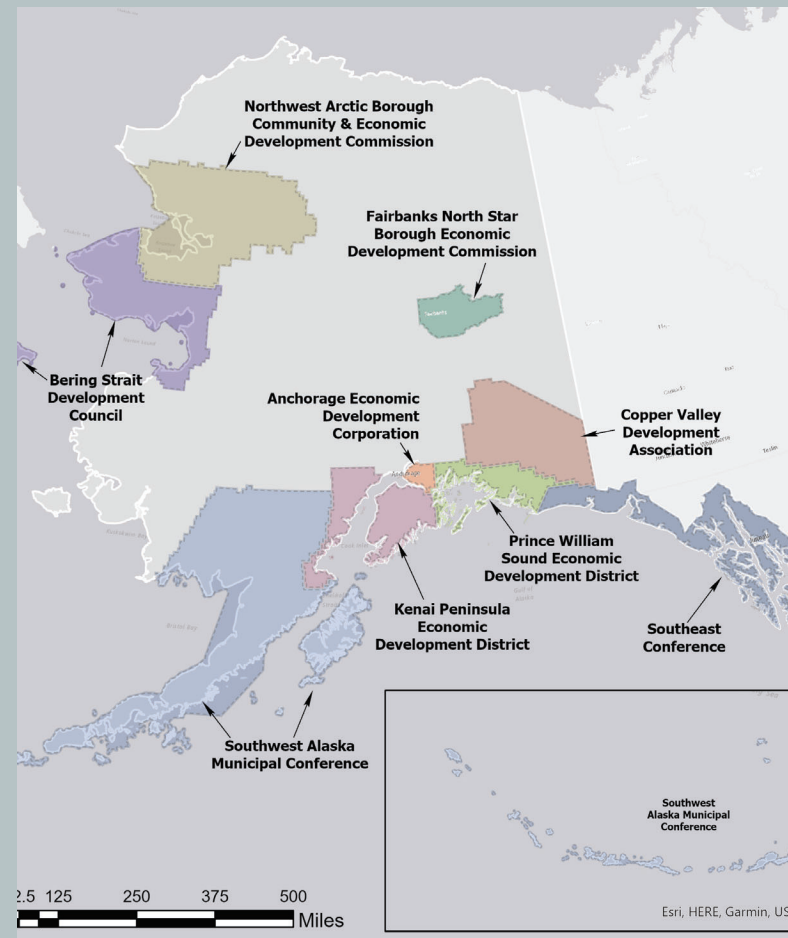
Kenai Peninsula Economic Development District Annual Overview, Economic Analysis and CEDS Kick-Off

City of Homer
May 12, 2025




KPEDD's Purpose and Objectives

- The Kenai Peninsula Economic Development District (KPEDD) is a non-profit regional economic development organization established in 1988.
- It is one of the four federally recognized Economic Development Districts (EDDs) in Alaska and was the first designated district in the state.
- KPEDD also holds the Alaska Regional Development Organization (ARDOR) designation.
- KPEDD's primary mission is to support, foster, and promote responsible and sustainable economic development in the Kenai Peninsula Borough (KPB).



The Nuts and Bolts: KPEDD is Mission- driven and Strategy- focused



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Essential In Economic Fabric and Industrial Makeup

- Conduit and Convener
- Diversification Catalyst
- Supporting Foundational Industries
- Data and Analysis Resource
- Adaptability and Responsiveness



Made with Napkin

Data Software and Data Analysis Tools:

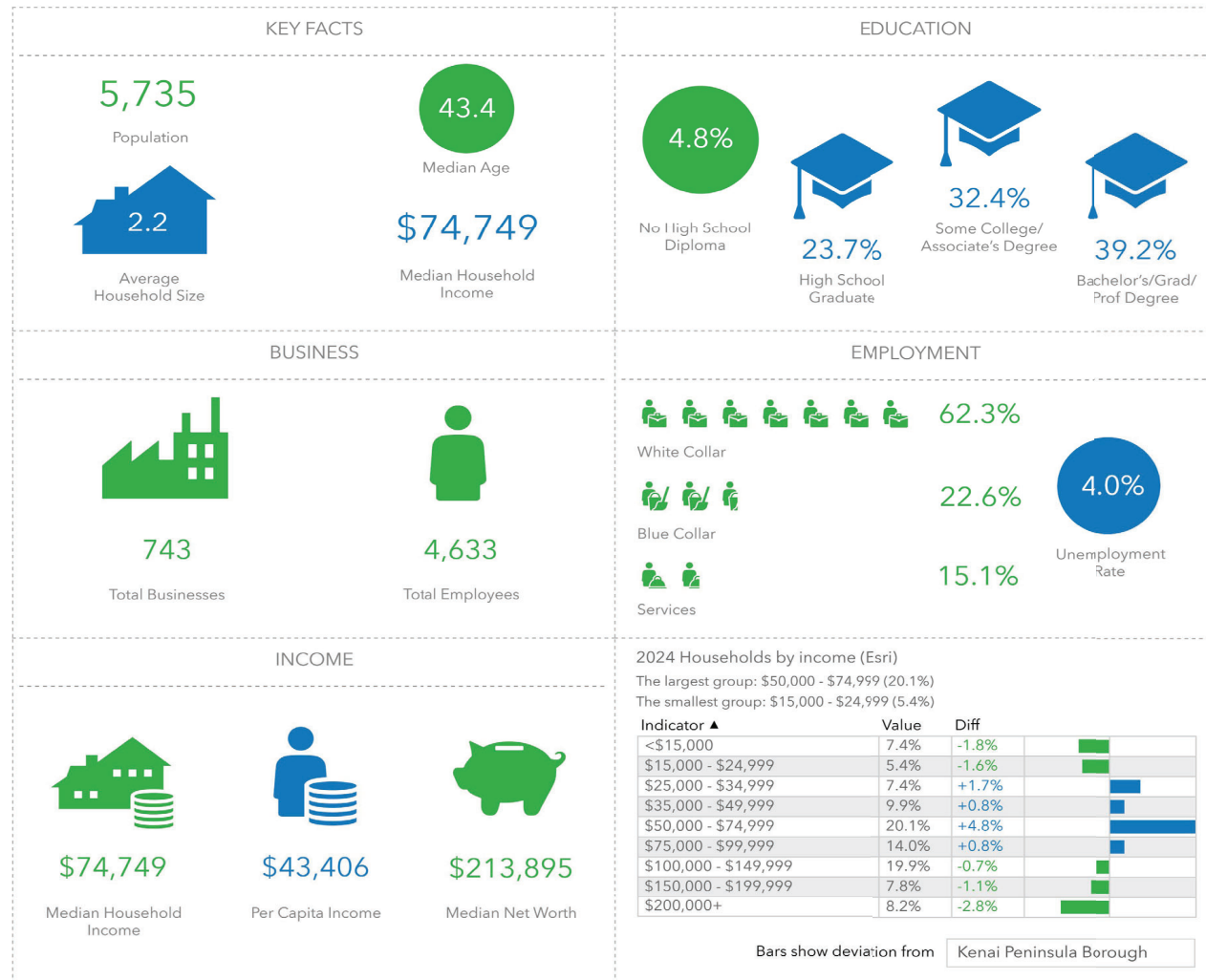
Efficiency and Scalability: Utilizing specialized software allows KPEDD to manage and process large volumes of diverse datasets efficiently. This is crucial for handling the complexity of regional economic data.

Advanced Analytical Capabilities: Modern data analysis tools provide sophisticated statistical and analytical techniques to uncover hidden patterns, correlations, and trends that might not be apparent through manual analysis.

- ArcGIS: Understanding the spatial distribution of economic activity and visitation.

Key Facts

Homer City, AK
Geography: Place

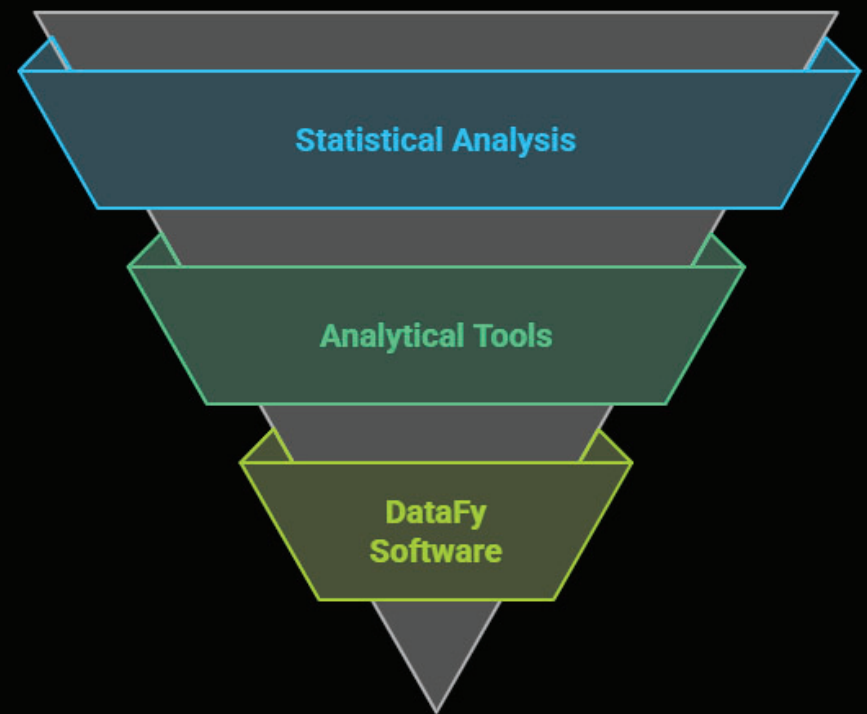



Source: This infographic contains data provided by Esri (2024, 2029), Esri-Data Axle (2024). © 2025 Esri

In 2024, KPEDD obtained a license for DataFy Software, a statistical analysis tool that helps users analyze specific segments of the tourism industry. This tool enables KPEDD and Chambers to identify trends in tourism and spending activity to understand visitors and the tourism industry better. It also allows for forecasting future trends based on historical data.

- Identifying Peak Season And Times
- Pinpointing Popular Locations
- Identifying Areas With Lower Visitation
- Recognizing Emerging Destinations
- Addressing Declining Visitation
- Evaluating Marketing Campaigns And Their Effectiveness
- Monitoring the Effects of Economic Conditions
- Identifying Market Opportunities

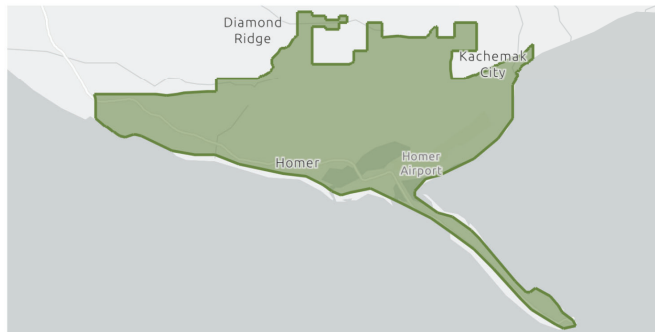
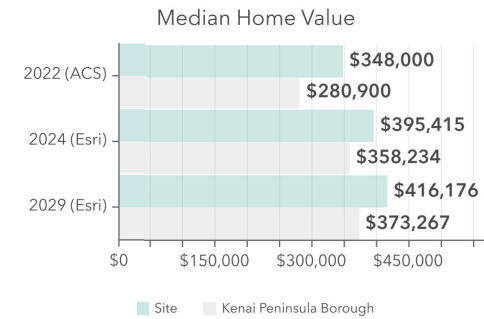
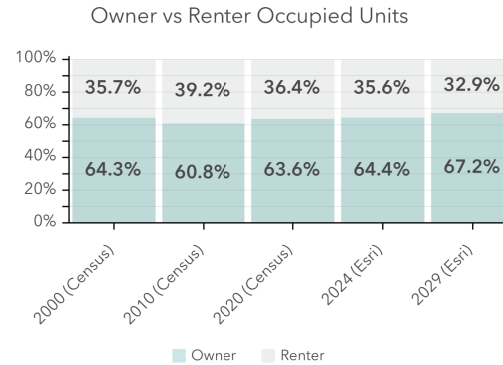
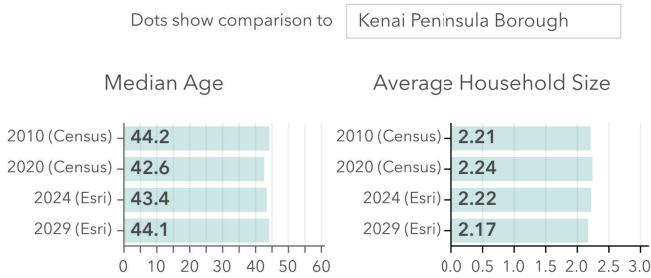
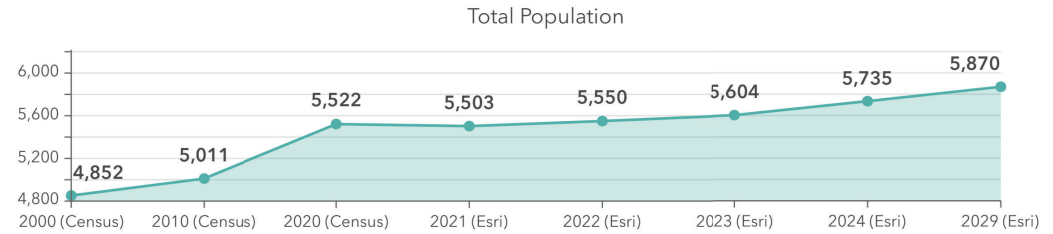
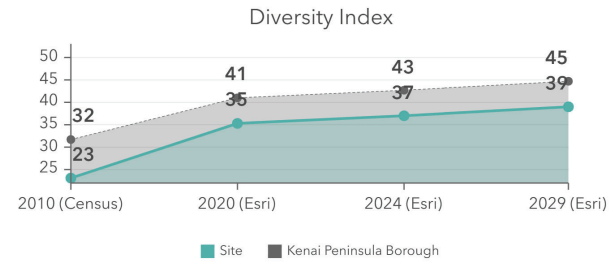
Enhancing Chamber's Ability to Analyze Tourism Activity with DataFy



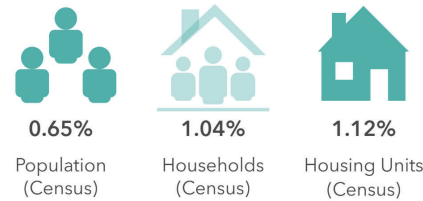
Made with  Napkin

Community Change Snapshot

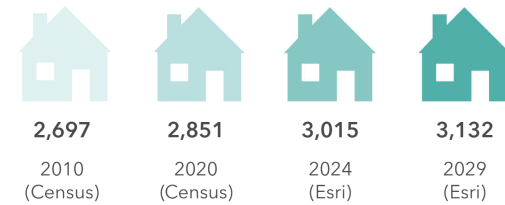
Homer City, AK
Geography: Place



2000-2020 Compound Annual Growth Rate



Total Housing Units: Past, Present, Future

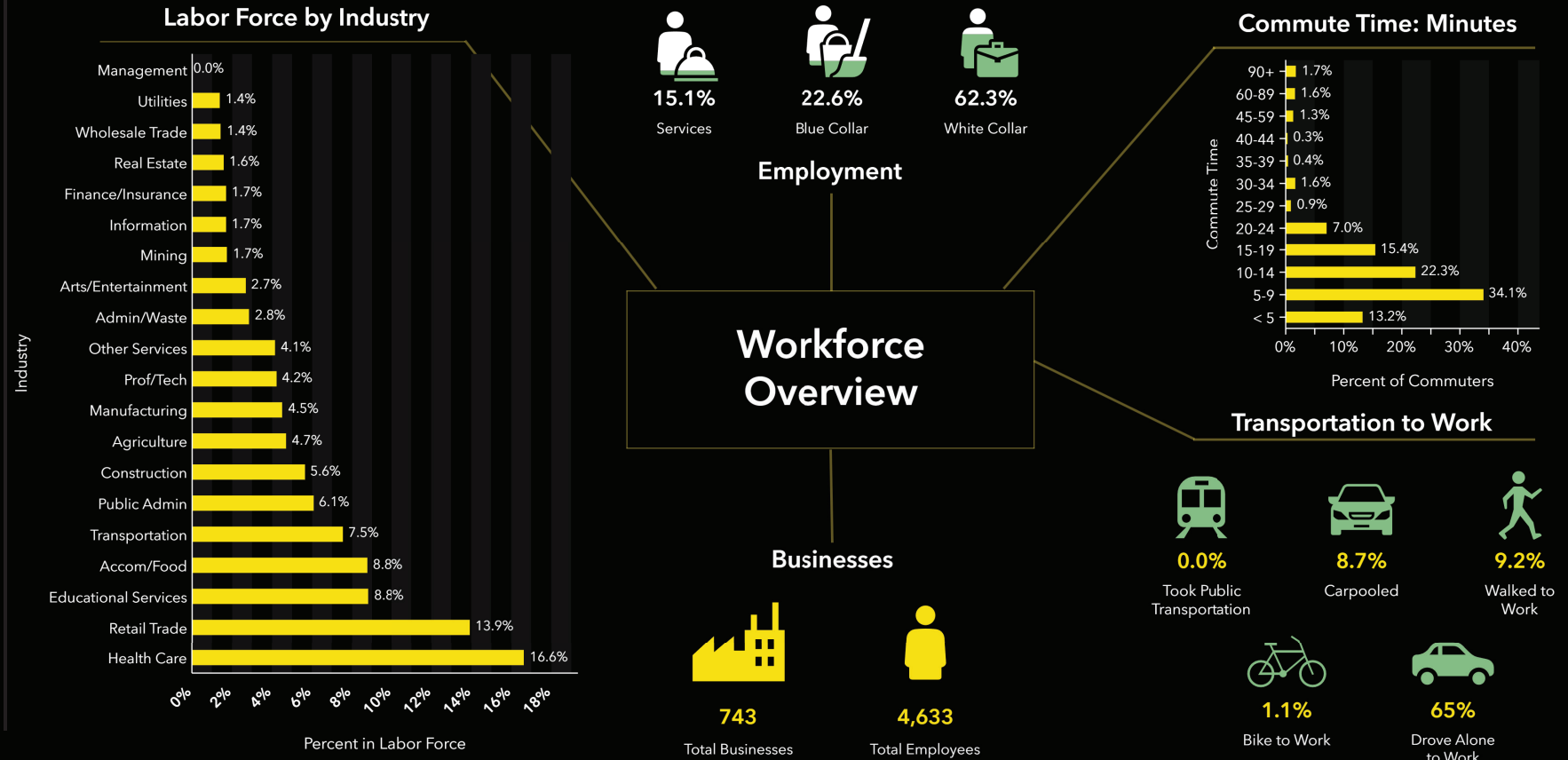


Source: This infographic contains data provided by U.S. Census (2000, 2010, 2020), Esri (2024, 2029), ACS (2018-2022). © 2025 Esri

Economic Development Profile

Homer City, AK

Geography: Place



Source: This infographic contains data provided by Esri (2024), Esri-Data Axle (2024), ACS (2018-2022), Esri-U.S. BLS (2024), AGS (2024).

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What's in My Community?

Places that make your life richer and community better

Homer City, AK
Homer City, AK



This infographic was inspired by the visionary [Plan Melbourne](#) and the hyper proximity 20-minute neighbourhoods concept. Points of interest are grouped into civic themes which contribute to livability and community engagement.

Points of interest are sourced from Foursquare. License information about this content is available in the [data documentation](#). * Indicates the number of locations has reached the maximum. © 2025 Esri

KPB COMMUNITIES

KPB Place	2024 Pop.	Change Since 2020	KPB Place	2024 Pop.	Change Since 2020
Nikolaevsk CDP	398	21.3%	Soldotna city	4,552	4.8%
Clam Gulch CDP	247	19.3%	KPB Total	61,350	4.3%
Kachemak city	677	17.5%	Diamond Ridge CDP	1,386	4.2%
Fritz Creek CDP	2,534	12.7%	Nikiski CDP	4,618	3.6%
Anchor Point CDP	2,359	12.1%	Seldovia city	242	3.0%
Ninilchik CDP	939	11.1%	Homer city	5,648	2.3%
Happy Valley CDP	775	8.7%	Kenai city	7,555	1.8%
Kalifornsky CDP	9,118	7.4%	Salamatof CDP	1,096	1.7%
Funny River CDP	1,183	7.3%	Ridgeway CDP	2,166	1.4%
Sterling CDP	6,324	6.9%	Moose Pass CDP	228	0.0%
Kasilof CDP	559	6.5%	Nanwalek CDP	233	-5.7%
Cooper Landing CDP	365	6.1%	Bear Creek CDP	2,000	-6.1%
Fox River CDP	679	5.4%	Seward city	2,483	-8.6%
Cohoe CDP	1,549	5.3%			

Note: Does not include places or CDP's with less than 200 people. CDP = Census Designated Place.

Source: AK-DOLWD Population Estimates (July 2024 vintage).

KPB WORKER MIGRATION

2019-2023 AVG.

New Workers
2,167

Age of New Workers
37.3

Exiting Workers
1,818

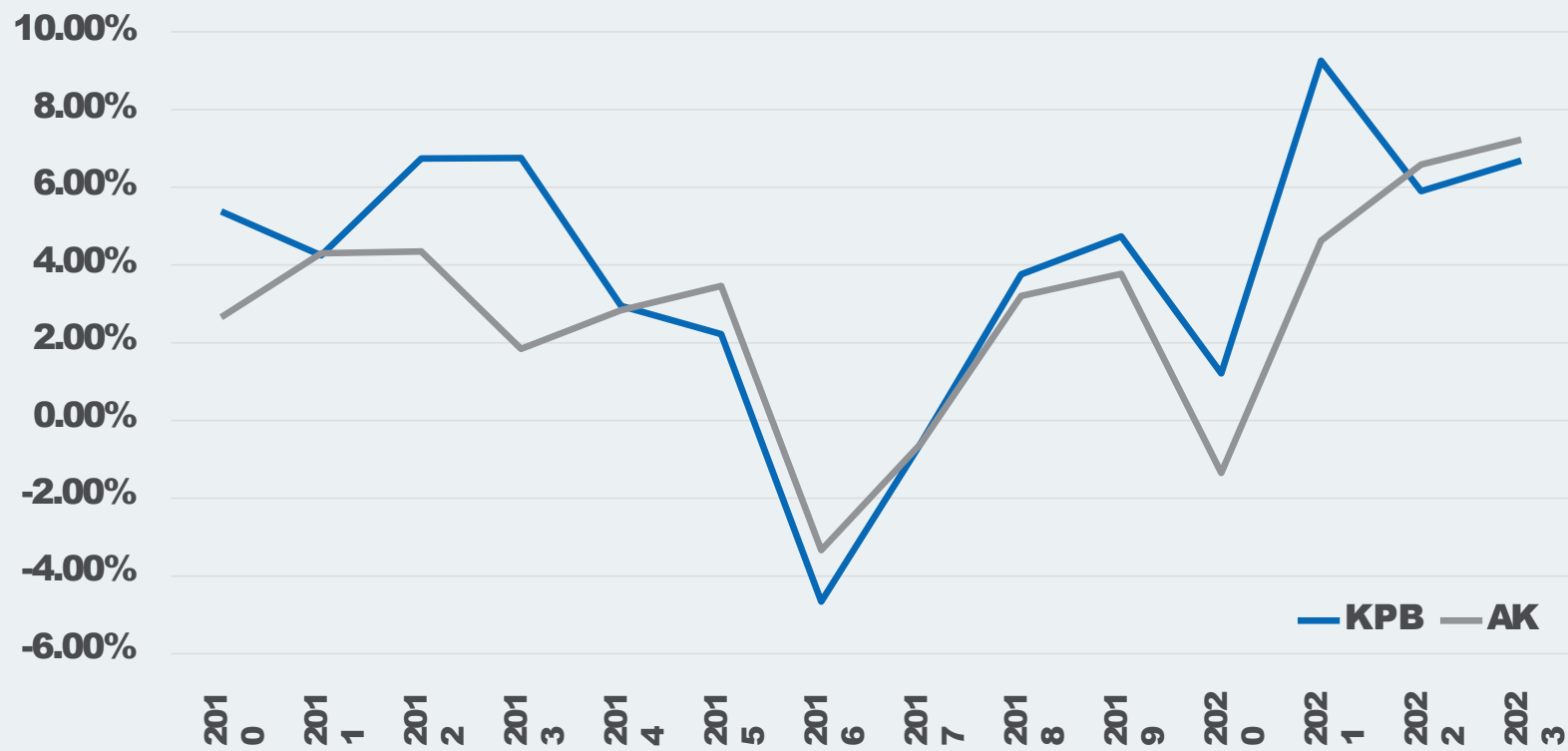
Age of Exiting Workers
37.7

New Worker Wages: \$90.2 M

Exiting Workers Wages: \$61.2 M

Net Migrating Worker Wages: +\$29.0 M

KPB WAGE & SALARY GROWTH



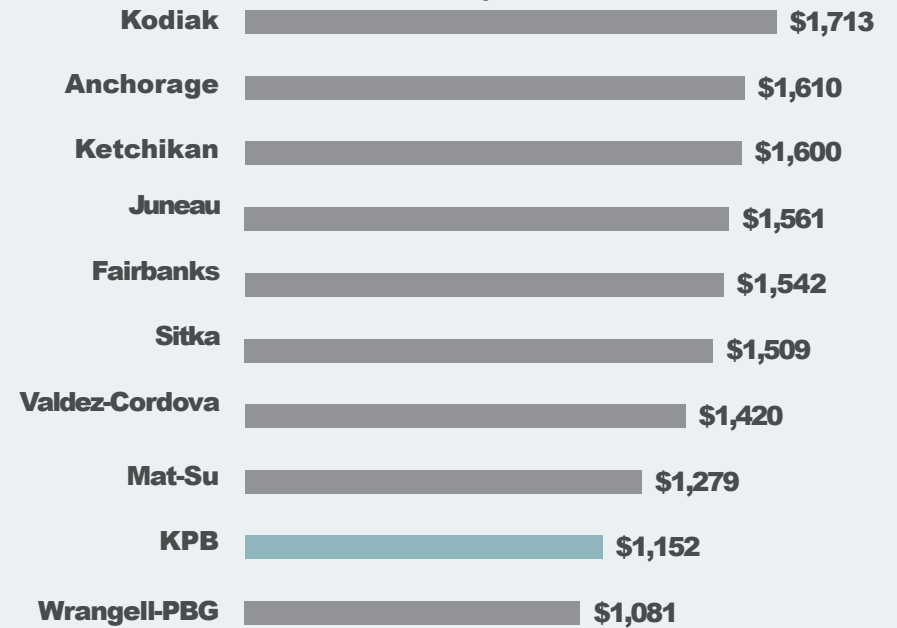
*Note: Only includes workers employed in the KPB borough and those covered by unemployment insurance.
Source: U.S. Bureau of Economic Analysis (Quarterly Census of Employment & Wages).*

KPB HOUSING

Average Sales Price of Single Family Homes, 2024

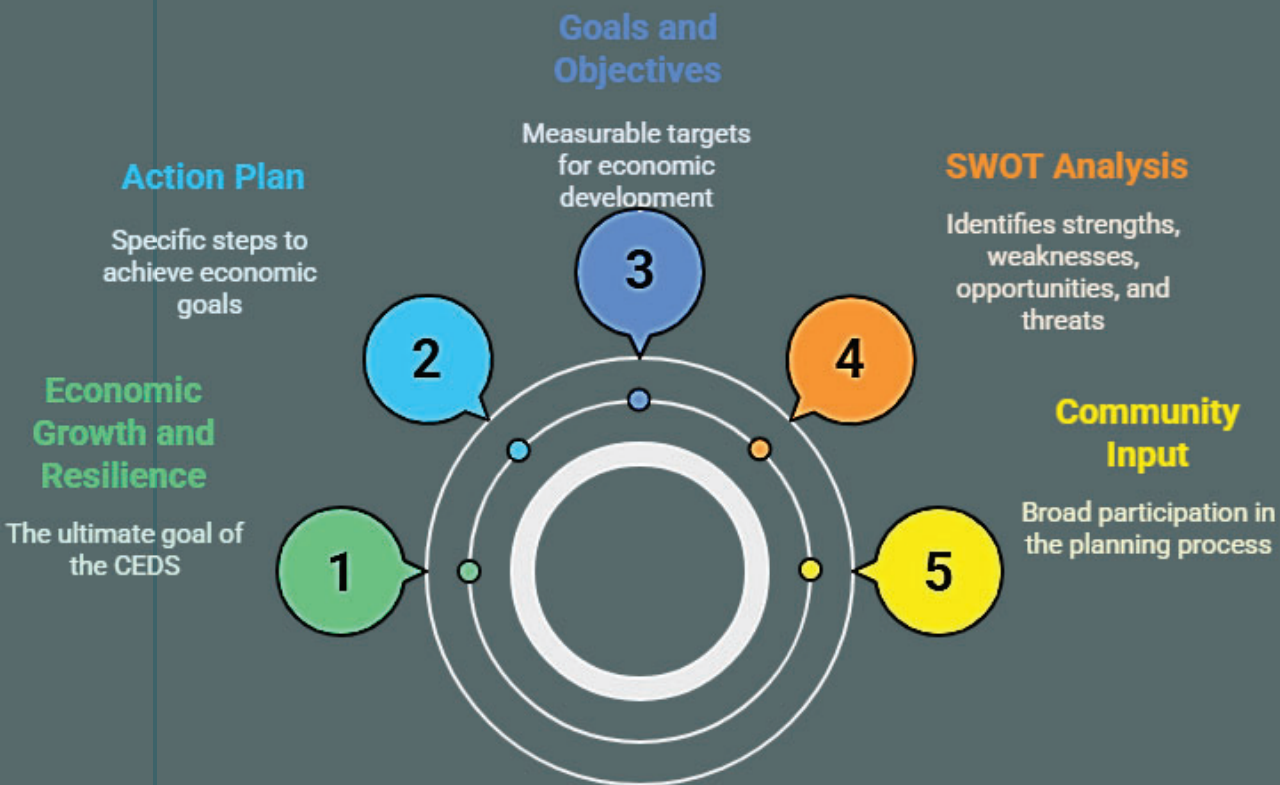


Median Adjusted Rent for Two Bedroom Apartments (March 2024)




Source: AHFC & AK-DOLWD.

Comprehensive Economic Development Strategy

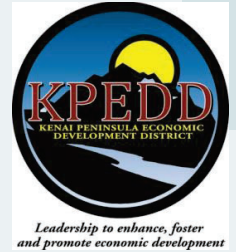


The Comprehensive Economic Development Strategy (CEDS) is:

- Instrumental in facilitating and supporting economic development projects
- Can help in creating strategies for significant, impactful economic development planning
- Serves as a roadmap for current planning projects and future projects
- KPEDDS's role is multifaceted and includes developing and implementing the region's Comprehensive Economic Development Strategy (CEDS) every five years.

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2020-2025 Kenai Peninsula Regional CEDS



Overarching Goal: Quality of Life

Goal 1: Technology and Telecommunications Advancement – Improve Digital Infrastructure that will allow enhancement and advancement of economic activity, educational opportunities, health care advancement and promote increased competition for economic growth and retainment of remote workforce.

Goal 2: Workforce and Human Capital—Build stronger industry partnerships allowing K-12 students, Vocational Tech, secondary, post-secondary, and adult education sectors to offer robust and attractive programs for certifications, education, and advancement opportunities. Attract, train, retain, and invest in a qualified workforce, connecting job seekers to employers and training opportunities.

Goal 3: Business Climate and Entrepreneurship- outreach, education, and information sharing in support of business resiliency, improve access to capital for existing and emerging businesses, develop and support entrepreneurship and new business formation, and support emerging sectors with high growth potential.

Goal 4: Infrastructure, Land, Use and Natural Resources- Industry-focused infrastructure, building stability and resiliency in transportation while promoting responsible use of land; sustainability planning, economic growth factors, planning and zoning considerations for future development.

Goal 5: Build and Grow Regional Partnerships for Resiliency- build stronger relationships throughout industries, municipalities, communities, and non-profits.



COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY

PUBLIC ENGAGEMENT

Thursday, May 29, 2025 11 AM - 12 PM	Kachemak Bay Campus "Big Room" 533 E. Pioneer Ave Homer, Ak 99603	Can't attend in person? Join us virtually! 
-----------------------------------------------------------	----------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------

What is the CEDS?

The Comprehensive Economic Development Strategy (CEDS) is a regionally-driven plan that guides economic growth and resilience across the Kenai Peninsula Borough. It's developed and led by KPEDD with input from the community.



Why it matters:

The CEDS drives long-term economic development—supporting job creation, improving infrastructure, and strengthening the region's ability to adapt and thrive.

Your voice matters:

Community involvement is key. Help shape the strategy by sharing your input and participating in the process.

Learn more or get involved at: www.kpedd.org/ceds/

**WE WANT
YOUR INPUT!**

115

CEDS Outreach Opportunities

May 28th Kenai/Soldotna Joint
Chamber Luncheon CEDS
Presentation
@ Soldotna Sports Complex
12 PM - 1 PM

May 28th Soldotna City Council
Presentation @ Soldotna City Hall
6 PM

*Join virtually on the City of Soldotna website
**This digital flyer will be updated as outreach
opportunities are scheduled

Questions?



(907) 283-3335 Ext 2



aubrey@kpedd.org



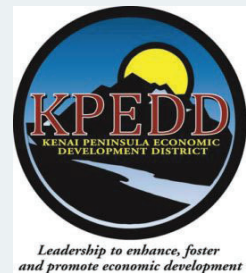
www.kpedd.org

KPEDD 2026-2031 CEDS Kickoff Survey

Share Your Voice & Shape Our Economy

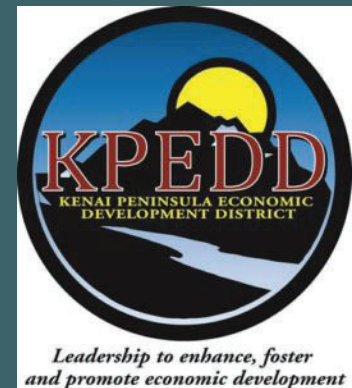
KPEDD is updating the Kenai Peninsula's Comprehensive Economic Development Strategy (CEDS), and we want your input. Our interactive Mentimeter survey, open through November 2025, lets you share your priorities to guide regional economic growth.

Your feedback helps ensure the CEDS reflects the real needs and opportunities of our communities.



Thank you

Cassidi Cameron,
Executive Director
cassidi@kpedd.org
(907)283-3335 ext. 2
www.kpedd.org



Follow us on Socials for
current KPEDD info,
news, happenings and
events.





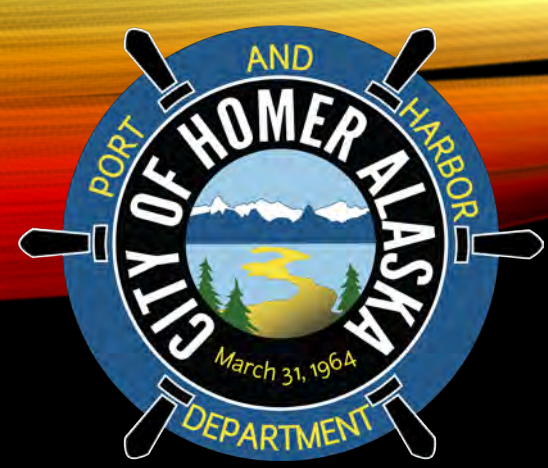
PORT & HARBOR PROPERTY LEASES

Port and Harbor Advisory Commission Work Session



PORT PROPERTY LEASES

- Preliminary Basics – Foundation
- The PREDICAMENT – Compliance
- The PROCESS – Applying, Approving
- The PLAN – Looking Ahead



PRELIMINARY BASICS

- **CITY CODE 18.08 'City Property Leases'**
 - "The purpose of this chapter is to ensure that the lease of City-owned property **maximizes the value of City assets** and that the City awards **leases that provide the highest and best use of City-owned property**. It is the policy of the City to lease its property in a fair and nondiscriminatory way."



PRELIMINARY BASICS

• Base Lease Recitals

- "City's policy is to retain ownership of these properties and make them available for leasing in order to encourage growth in targeted economic sectors, to insure that Landlord (City) receives the maximum benefit.
- City accepts Lease proposal to lease because it should further the Landlord's goals for the development of the Landlord's properties.
- NOW THEREFORE, in consideration of the matters recited above, and the mutual covenants herein, the parties agree as follows:"
 - The LEASE is what follows.



THE PREDICAMENT: LEASE COMPLIANCE

- Lease on Paper vs Lease in Practice
 - The City hired a Port Property Associate to bring Paper and Practice in sync.
 - Role: Port & Harbor lease and Airport sublease management.



THE PREDICAMENT:

- **What's on Paper (sometimes):**
 - is not realistic or practical
 - is not read, is ignored or misunderstood
 - is in conflict with Tenant's desires
 - is in conflict with Landlord's desires



THE PREDICAMENT: LEASES

- Insurance requirements
- 'Temporary' structures
- Usage: Zoning violations
- Agreed plan not followed
- Improvements – notifications, permits
- Required Licenses, Permits...



THE PREDICAMENT: SUBLEASES

- Subleases without approval by City Council or City Manager
- Clarity in categories of subleases
- Food trucks, vending machines...
- Sublease Assignments - transfers



THE PROCESS: LEASE APPROVAL

- **Individual interest**

- Obtain information
- Consider potential
- Explain process
- ...

- **Request for Proposals**

- Land Allocation Plan says if required
- Competitive public process
- One proposal moves forward



THE PROCESS: LEASE APPROVAL

- **Lease Application**
 - Gather information
 - Collect documents
 - \$1,000 fee payment



A quick review is conducted before a full review, looking for informational gaps, additional requirements...



City Lease Application For City-Owned Real Property

Homer Port & Harbor
4311 Freight Dock Road
Homer, AK 99603
Phone: (907)235-3160
Fax: (907)235-3152
port@cityofhomer-ak.gov

Lease Application Purpose	
<input type="checkbox"/>	Request for New Lease; New Lessee – Applicant is not currently a City lessee
<input type="checkbox"/>	Request for New Lease; Existing Lessee – Applicant is a current lessee with no remaining options to renew
<input type="checkbox"/>	Request for Assignment of Lease – Applicant is requesting to have an existing lease transferred to a new owner/business

Property Information	
Physical Address:	
Square Footage:	<input type="checkbox"/> Full Lot <input type="checkbox"/> Portion of Lot KPB Parcel No.:
Legal Description of Property:	

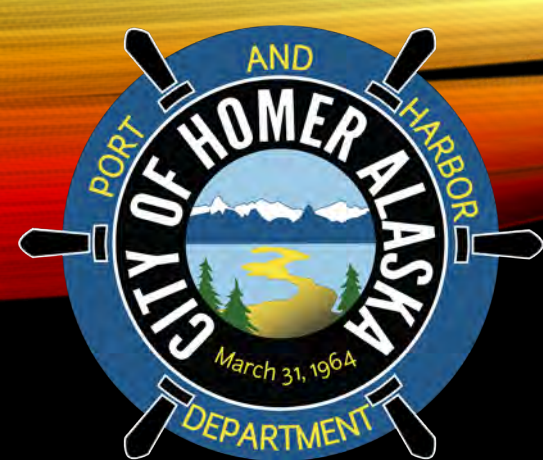
Applicant Information	
Business Name:	
Representative's Full Name & Title:	
Mailing Address:	
City, State, ZIP Code:	
Phone Number(s):	
Email:	

Business Entity & Financial Information	
<input type="checkbox"/>	Sole or Individual Proprietorship – Attached documentation must provide owner's full name, address, and verify they are the sole owner.
	Is entity authorized to do business in Alaska? <input type="checkbox"/> No <input type="checkbox"/> Yes – As of what date:
<input type="checkbox"/>	Partnership – Attached documentation must provide Partners' full names, addresses, and share percentages.
	Date of Organization: Type of Partnership:
	Is Partnership authorized to do business in Alaska? <input type="checkbox"/> No <input type="checkbox"/> Yes – As of what date:



THE PROCESS: LEASE APPROVAL

- **Lease Application Review - Checklist**
 - The Checklist checks the Lease Application using City Code 18.08.060 "Criteria for evaluating and approving proposals and competing lease applications."



All the elements in 18.08.060: "Criteria for evaluating and approving proposals concerning lease applications." are included in the checklist.



City of Homer

www.cityofhomer.ak.gov

Port and Harbor

4311 Freight Dock Road
Homer, AK 99603

port@cityofhomer.ak.gov

(p) 907-235-3160

(f) 907-235-3152

**City of Homer Lease Application
Proposal Review & Staff Recommendations**

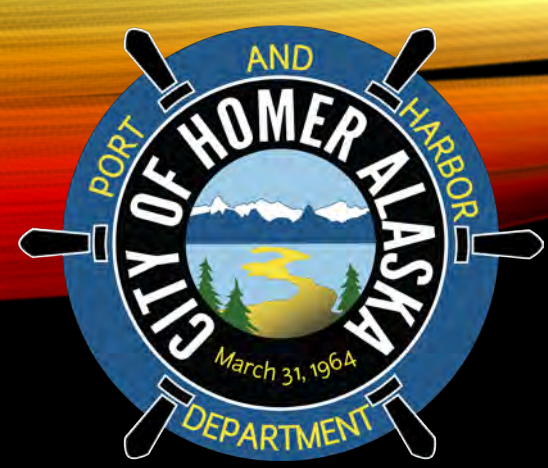
Proposal Synopsis
Application is for:
Lease Proposal Synopsis and Recommendation:

Criteria Checklist using City of Homer Code 18.08.060				
The lease application provides a clear, precise written narrative that addresses all proposal criteria:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> <u>Insufficient</u>
<u>Notes:</u>				
1. property plan is compatible with neighboring uses and consistent with applicable land use regulations including the land allocation plan; comprehensive plan:	<input type="checkbox"/> Yes	<input type="checkbox"/> <u>No</u>	<input type="checkbox"/> N/A	<input type="checkbox"/> <u>Insufficient</u>
<u>Notes:</u>				
2. The development plan includes phases and timetables for the proposal:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> <u>Insufficient</u>
<u>Notes:</u>				
3. The development plan proposes a capital investment plan:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> <u>Insufficient</u>
<u>Notes:</u>				
4. The applicant is experienced in the proposed business or venture:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> <u>Insufficient</u>
<u>Notes:</u>				
5. The applicant has the financial capability or backing including a credit history, prior lease history, and assets that will be used to support the proposed development:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> <u>Insufficient</u>



THE PROCESS: LEASE APPROVAL

- **Lease Application Checklist Reviewed:**
 - Check Lease purpose, documents, plans against City goals...
 - by Port Property Associate, Administrative Supervisor, Port Director.
 - by City Planning, Community Development and Public Works as appropriate.



THE PROCESS: LEASE APPROVAL

- Checklist is submitted to City Manager for review and approval.
- If approved, then submitted to Port Commission & City Council for review.
- If not approved, the applicant is notified and the process stops here.



THE PROCESS: LEASE APPROVAL

- ‘Performance Standards’ – two ways that we require consistency with stated goals:
 - Property development plans & Required Improvements
 - Property usage and purpose



THE PROCESS: LEASE APPROVAL

- **After CM Approval, PHC reviews application, checklist, and documents**
 - Provide input on length of term, lease rate, draft lease agreement, purpose, and any Required Improvements
 - Make motion to City Council with recommendation(s)



THE PROCESS: LEASE APPROVAL

- **Before submitting to City Council:**
 - Regular communication with the Lessee
 - Go over key points of the lease to increase likelihood of future compliance.
 - ...



THE PROCESS: LEASE APPROVAL

- **After Council approves:**
 - Work with mortgage lender to ensure they understand lease terms (if applicable)
 - Negotiate documents (if applicable)
 - Sign and record lease documents



SUBLEASES

“ “Sublease” means a leasing by a tenant or lessee of part or all of a leased premises to another entity or entities with the original lessee retaining the rights and interest under the original lease.” – HCC 18.08.10 Definitions



THE PROCESS: SUBLEASE APPROVAL

- Lessee is responsible for communication with and gathering information and fees from the Sublease Tenant.



THE PROCESS: SUBLEASE APPROVAL

- **Sublease Application Form:**
 - Subject to the purpose and use and all terms and conditions of the Prime Lease
 - Insurance requirements are also the same.
 - Licensure and permits to comply with City Borough and State are also required.



THE PROCESS: SUBLEASE APPLICATION



City of Homer

www.cityofhomer.ak.gov

Port and Harbor

4311 Freight Dock Road
Homer, AK 99603

port@cityofhomer.ak.gov
(p) 907-235-3160
(f) 907-235-3152

Sublease Application

Applicant (Primary Lease Holder) Information	
Lessee Name:	
Mailing Address:	
Phone Number(s):	
Email Address(es):	
Sublessee Information	
Business Name:	Primary Contact:
Mailing Address:	
Phone number(s):	
Email Address(es):	
Sublease Information	
Description of the subleased premises:	
Sq ft:	Description:
Authorized use: (Must be consistent with authorized purpose in the primary lease.)	
What is the applicant's experience in the proposed business or venture?	
Information supporting the financial capability or backing including a credit history, prior lease history, and assets that will be used to support the proposed business: (Attach supporting documents.)	
Sublease includes a statement that the sublease is subject to all of the terms and conditions of the primary lease. Initial: _____ Sublease Section #: _____ (Attach sublease.)	
Sublease includes a requirement that sublessee agrees to maintain insurance for sublessee's leasehold in the manner and form required under the primary lease and names the City of Homer as an additional insured. Initial: _____ Sublease Section #: _____	



THE PROCESS: SUBLEASE APPROVAL

- **Review Process:**
 - Simplified
 - Includes the same City Staff and Departmental Staff reviews and approvals as the Lease



THE PROCESS: SUBLEASE APPLICATION REVIEW



City of Homer

www.cityofhomer.ak.gov

Port and Harbor

4311 Freight Dock Road
Homer, AK 99603

port@cityofhomer.ak.gov

(p) 907-235-3160

(f) 907-235-3152

Sublease Application - Staff Review Checklist

Applicant (Primary Lease Holder) Information	
Lessee Name: _____	
Sublessee Information	
Business Name: _____	Primary Contact: _____
Sublease Information	
Comments regarding description of the subleased premises: _____	
Authorized use is consistent with the authorized purpose in the primary lease: Yes ___ No ___ Comments: _____	
The applicant's experience in the proposed business or venture is adequate: Yes ___ No ___ Comments: _____	
Is information supporting the financial capability adequate? Yes ___ No ___ Comments: _____	
Sublease contains an agreement to the terms and conditions of the primary lease. Yes ___ No ___ Comment: _____	
Sublease includes a requirement that sublessee agrees to maintain insurance for sublessee's leasehold in the manner and form required under the primary lease and names the City of Homer as an additional insured. Yes ___ No ___ Comment: _____	
The following documents (mark with Y, N or NA) have been provided: Business licenses (), KPB Tax Compliance Certification (), Articles of Incorporation (), DEC (), Permits (List) _____, Other City, KPB and State required documents (List): _____	
Port and Harbor Staff Comments: _____	
City Planning Comments: _____	
Community Development Comments: _____	
City Manager Comments: _____	
Recommended Action to City Council <input type="checkbox"/> N/A	
City Manager Signature: _____ Print Name: _____ Date: _____	



THE PROCESS: SUBLEASE APPROVAL

- **After Approval by the City Manager,** the Sublease requires same City Council approval process as a standard lease.



THE PLAN: LOOKING AHEAD

- **Editing Paper** (Code & Lease) because in places they are:
 - Incompatible with the Open Meetings Act
 - Lack clarity and consistency.
 - Neither practical to implement nor beneficial to either City or Tenant.



THE PLAN: LEASES

LOOKING AHEAD

- Identify areas in Title 18.08 and the Base Lease needing to be amended, added & removed.
- Amend sections that don't reflect reality.
 - Automobile Liability Insurance: require only where business type creates exposure for the City.



THE PLAN: LEASES LOOKING AHEAD

- Base Lease sections that don't reflect reality
 - Sublease Fee of 10% of base rent for the square footage they occupy.
 - Recommend change of \$500/sublease/year fee, starting the year after Application is approved.



THE PLAN: SUBLEASES LOOKING AHEAD

- **Reduce Sublease Application Fee – Recommend to Council:**
 - Creating a \$500 Sublease Application Fee which would be applied instead of the “Lease Application Fee” of \$1000.



THE PLAN: SUBLEASES

LOOKING AHEAD

- **Enforce approval of all subleases:**
 - Require all Subleases over one year to have City Council approval – per City Code
 - If apply by May 23rd, waive the current \$1000 fee.
 - If request is ignored or rejected, disallow the business to continue to operate.



THE PLAN: SUBLEASES

LOOKING AHEAD

- **Enforce approval of all subleases:**
 - Possible carve-out exception for Food Trucks operating 10 days or less during the year?
 - Charge a 10-day fee (ex. \$250/yr)
 - Port and Community Development approval
 - Greater than 10 days/year: standard sublease.



THE PLAN: SUBLEASES LOOKING AHEAD

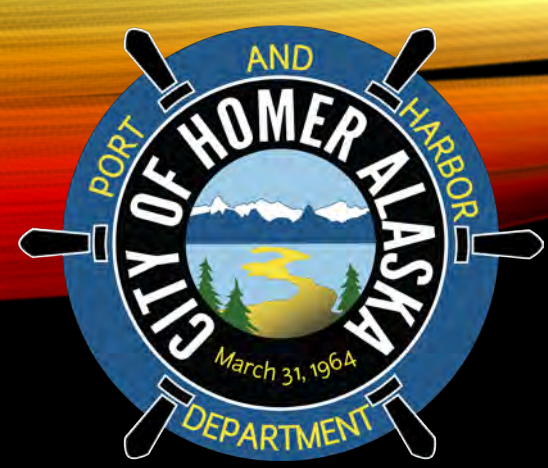
- Further identify, clarify & codify Sublease management changes where appropriate.
- Future consideration: Allow City Manager approval of all Subleases (or all subleases under X years), currently only \leq one year.



THE PLAN: COLLABORATION

LOOKING AHEAD

- **Increase Collaboration with:**
 - Other City Departments – utilize their expertise
 - Port and Harbor Advisory Commission to:
 - Maximize the value of City assets
 - Share Information – Receive Input
 - City Council member on Title 18 edits.



THE PLAN: COMMUNICATION

LOOKING AHEAD

- **Meeting with Lease Applicants to discuss process, the lease document...**
 - Develop a 1-2 page Lease Summary - identifying often missed Lease requirements
 - Annual site visits & Lease review checklist – 'Performance Standard'.



MEMORANDUM

Resolution 25-043, A Resolution of the City Council of Homer Alaska Amending the City of Homer Fee Schedule to Enact Special Event Fees. City Manager/Public Works Director.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and City Council
Date: April 14, 2025
From: Daniel Kort, Public Works Director
Through: Melissa Jacobsen, City Manager

Summary:

The Public Works Department is proposing fees for Special Events.

Discussion Topics:

The City has allowed Special Events to be held on city streets, parks, and other City owned property for many years. Other City's on the Kenai Peninsula allow the same sort of large scale events to use City property as well. The City of Homer has not charged for use of City property in the past to help facilitate these events, where as other City's on the Kenai Peninsula have charged for these Special Events as well as for the use of City property for such events.

The City has seen an increase in requests for use of City resources to facilitate these events, and the City has incurred costs to distribute and collect the borrowed items. Charging for the use would offset the costs associated with use of City property. We have had to make some repairs to City facilities after damage left behind from past events due to such things as driving or parking heavy trucks or trailers onto grass surfaces after being specifically told it is prohibited, causing turf damage. Other examples have been physical damage to facilities, not taking down fencing, picking up litter or disposing of trash afterward from the events.

The intention of these fees are to recover City expenses associated with hosting these events as well as recovery of City expenses related to clean up and repair if necessary. The Public Works Department used other Kenai Peninsula communities as a basis to develop the proposed fee's below.

- | | |
|---------------------------------------------------------------------|----------|
| • Permit Fee Application | \$100 |
| • Deposit (rental return; damage; take down of fencing; and litter) | \$500 |
| • Rental Fee for barricades, cones, and candle stick cones | \$2/each |
| • Additional Trash Cans (beyond what is already onsite) | \$5/each |
| • Snow Fencing and T-Posts | \$50 |

- Trash not disposed of from event \$100
- Road Closure Fee (for events that require road closure) \$1,000

Included with the proposed fees would be a simple policy reflecting expectations related to hosting Special Events.

Recommendations:

The Public Works Department recommends the adoption of Resolution 25-044 approving the Special Event Fees.

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

3 City Manager/
4 Public Works Director

5 **RESOLUTION 25-043**

6
7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING THE CITY OF HOMER FEE SCHEDULE TO ENACT
9 SPECIAL EVENT FEES.

10
11 WHEREAS, The City of Homer (City) has allowed use of City property for Special Events
12 for many years, as have other Kenai Peninsula communities; and
13

14 WHEREAS, The City has not previously charged for using City property for Special
15 Events, while other Kenai Peninsula communities have charged a fee for this privilege; and
16

17 WHEREAS, The City has incurred expenses for past Special Events where borrowed City
18 resources were delivered and picked up, disposal of trash left behind after the event, litter to
19 be cleaned up, and damage to city property or facilities repaired; and
20

21 WHEREAS, Implementation of Special Event Fees will encourage better compliance to
22 the Special Event rules as well as cover costs incurred by the City to facilitate these events.
23

24 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska hereby
25 amends the City of Homer Fee Schedule to enact Special Event Fees.
26

27 PASSED AND ADOPTED by the Homer City Council this 28th day of April, 2025.
28

29 CITY OF HOMER
30

31
32 _____
33 RACHEL LORD, MAYOR
34

35 ATTEST:
36
37

38 _____
39 RENEE KRAUSE, MMC, CITY CLERK
40

41 Fiscal Note: Revenues Memorandum CC-25-127



CITY OF HOMER

Fee Schedule

Effective ~~March 3, 2025~~

April 28, 2025

Prepared by:

City Clerk's Office

491 E. Pioneer Avenue

Homer, AK 99603

(907) 235-3130

clerk@cityofhomer-ak.gov

www.cityofhomer-ak.gov/cityclerk





FEE SCHEDULE INTRODUCTION

Establishment of the City of Homer Fee Schedule

The City of Homer Fee Schedule was first created via Ordinance 92-07(S)(A) establishing the authority of Department Directors to promulgate administrative fee schedules. Unless established by ordinance or resolution of the City Council, the director of each department of the City shall have the authority, subject to the approval of the City Manager and ratification by the City Council, to promulgate and maintain an administrative fee schedule for services provided by that department. Fees for identical services shall be uniform throughout all departments.

A current copy of the departmental administrative fee schedule shall be available for inspection by any person at the front reception area of the department and at the office of the City Clerk. Unless otherwise provided by ordinance or resolution, all fees collected under this schedule shall be forwarded to the Finance Department for deposit into the general fund. [HCC 2.32.040]

Fee Schedule Abbreviations:

- HCC – Homer City Code; codification of City ordinances
- AAC – Alaska Administrative Code
- AS – Alaska Statutes
- Ord – Ordinance
- Reso - Resolution

Sales Tax*		Property Tax – Mill Levy	
City	4.85%	City	4.5 mill
Borough	3.0%	Borough	6.5 mill
*Non prepared food items are exempt from Borough and City Sales Tax September 1 st through May 31 st of each year		Hospital	1.75 mill
		KPC	0.10 mill

Request for Exemption from Payment of Fees

An application for indigence may be filed with the City Manager for waiving or partially waiving the costs of fees. The City Manager may allow an applicant, who qualifies as an indigent, a reduced fee, a payment plan or a waiver of the fee where the Manager is able to make a written finding, based on information provided by the applicant that payment of the fee would be a financial hardship. Based upon the information provided, the fee may be reduced or waived in accordance with the following scale: [Resolution 05-125(S)]

Annual Income as a Percent of current Health & Human Services (HHS) Poverty Guidelines for Alaska	Percent of Fee Reduced
1-100%	100% Waiver
101-149%	75% Waiver
150-174%	50% Waiver
175-199%	25% Waiver
200% plus	No Waiver



DEPARTMENT CONTACT INFORMATION

Department/Division	Phone	Address	Hours of Operation
Homer City Hall	(907) 235-8121	491 E. Pioneer Avenue	Monday - Friday 8:00am - 5:00pm
Administration	(907) 235-8121		
Office of the City Manager	ext. 2222	491 E. Pioneer Avenue	Monday - Friday 8:00am - 5:00pm
Human Resources	ext. 2225		
City Clerk	(907) 235-3130	491 E. Pioneer Avenue	Monday - Friday 8:00am - 5:00pm
Community Recreation	(907) 235-6090	600 E. Fairview Avenue	Monday - Friday 8:00am - 5:00pm
Finance	(907) 235-8121		
Assessment Bills (City of Homer only)	ext. 2228	491 E. Pioneer Avenue	Monday - Friday 8:00am - 5:00pm
Billing & Payments: Ambulance, Water/Sewer	ext. 2221		
Fire Department (HVFD)	(907) 235-3155	604 E. Pioneer Avenue	24 hours, 7 days a week <u>Office Hours for the Public</u> Monday - Friday 8:00am - 5:00pm
Information Technology	(907) 235-8121 ext. 2234	491 E. Pioneer Avenue	Monday - Friday 8:00am - 5:00pm
Library	(907) 235-3180	500 Hazel Avenue	Monday, Wednesday, Friday, Saturday 10:00am - 6:00pm Tuesday & Thursday 10:00am - 8:00pm
Planning & Zoning	(907) 235-3106	491 E. Pioneer Avenue	Monday - Friday 8:00am - 5:00pm
Police (HPD)	(907) 235-3150	625 Grubstake Avenue	24 hours, 7 days a week
Animal Control	(907) 235-3141	3577 Heath Street	Monday - Friday 8:00am - 5:00pm Saturday & Sunday 8:00am - 4:00pm
Port & Harbor	(907) 235-3160		Monday - Friday 7:00am - 5:00pm
Admin/Port & Harbor Billing	(907) 235-3160	4311 Freight Dock Road	(summer only) Saturday 9:00am - 5:00pm
Fish Dock/Ice Plant	(907) 235-3162	795 Fish Dock Road	Monday - Friday 8:00am - 4:00pm & On-Call
Operations	(907) 235-3160	4311 Freight Dock Road	24 hours, 7 days a week
Port Maintenance	(907) 235-3164	4667 Homer Spit Road	Monday - Friday 8:00am - 4:30pm & On-Call
Public Works	(907) 235-3170		
On-Call	(907) 399-1429	3575 Heath Street	Monday - Friday 8:00am - 4:30pm & On-Call
Parks & Recreation	(907) 435-3139		

Please dial 911 for immediate assistance in case of an emergency



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CITY-WIDE ADMINISTRATIVE FEES

The following are administrative fees for all departments of the City of Homer, unless otherwise specified under that department. All fees are inclusive of sales tax.

Unless otherwise specified, any item mailed may have an additional fee added for actual postage. Handling fees may be added up to the actual staff time spent preparing the item for shipping.

Airport Pickup/Delivery	\$25.00
Annual Safety Inspection – Commercial Vehicles	\$100.00
Annual Taxi Permit	\$75.00
Appeal Fees	
Water and Sewer Appeals	\$75.00
Zoning Appeals ¹	\$250.00
ATM Fees (see Vending Machine/ATM)	
CD's	
Reproductions	\$20.00
CD (Police Department)	\$25.00
Subsequent	\$15.00 per CD; includes 1 st class postage
DVD (Police Department)	\$30.00 per DVD
Document Copying Fee	\$0.25 per page
Document Certification Fee	\$10.00 per report
Driver License Records	\$10.00
Fax	
Within Alaska	\$1.00 per page
Continental US	\$2.00 for 1 st page
Subsequent Pages	\$1.00 per page
Other Destination	\$5.00 for 1 st page
Subsequent Pages	\$2.00 per page
Electronic Transmission (Scanned PDF document)	\$0.25 per page
Lease Application Fee	\$1,000.00
Lease Amendment/Transfer Fee	\$500.00
Local Bidder's Preference	
Non-local bid is	Local bid is not more than
\$0 - \$500,000.00	5 percent higher than non-local bid

\$0 - \$1,000,000.00	5 percent higher than non-local bid on first \$500,000.00 and 2.5 percent higher than non-local bid on amount in excess of \$500,000.00 to \$1,000,000.00
	No additional adjustment for bids above \$1,000,000.00
Photograph Copying	\$10.00 per order; includes shipping & handling
If Done Commercially	Actual Costs plus 5%
Production Fees ²	
Per requestor in a calendar month exceeds five-person hours the fee is the City employee's actual salary plus benefit costs. An estimate will be prepared and the requestor must deposit the estimated production and copying fees in advance. If the actual costs are greater than the estimate the records will not be released until the difference is paid and if the actual costs are less the requestor will receive a refund of the difference.	
No fee for simple inspection, except when the production of records by one requestor exceeds five person hours in a calendar month.	
Special Assessment Districts (SAD's) ³	
Application Fee	\$100.00
Bill Fee	\$12.00 per bill
Administrative Fee	
0-500,000	5%
over 500,000	\$25,000.00 plus 2.5%
Vehicle Impound/Storage Fees (actual costs plus towing)	\$45.00 per day
Vending Machine/ATM	
Monthly License Fee	\$30 per month, per machine
Electrical Flat Rate Fee	Determined by City; based on current kWh costs to City and equipment kWh usage

¹ Subject to refund if the appellant is successful on any aspect of appeal.

² Regulations Concerning Public Record Inspections dated March 2003.

³ Fees associated with SADs are detailed in the HART (Homer Accelerated Roads and Trails Program) and HAWSP (Homer Accelerated Water and Sewer Program) manuals. Other SAD's if approved by the Council are at 100% property owner participation.

City-Wide Administrative Fees have been set by the following legislative enactments:

Ord 01-13(S)(A)	Reso 92-10(A)	Reso 04-95	Reso 10-90(A)	Reso 18-065
Ord 03-36(A)	Reso 95-1	Reso 04-96	Reso 11-036(A)(S)	Reso 18-077(A)
Ord 04-53(S)(A)	Reso 99-50	Reso 04-98(S)(A)	Reso 11-074(A)	Reso 19-081(S)(A)
Ord 05-43(A)	Reso 99-116	Reso 05-22	Reso 14-114	Reso 21-038(S)
Ord 22-59	Reso 00-14	Reso 05-49	Reso 15-097(S)(A)	
	Reso 03-159	Reso 05-125(S)	Reso 16-109	
	Reso 04-94(S)(A)	Reso 06-24(S)	Reso 17-086	



AIRPORT TERMINAL

Advertising Only	
Size 9 x 4 inches	\$75.00 per year
Size 9 x 7 inches	\$100.00 per year
Size 9 x 11 inches	\$125.00 per year
Advertising with Direct Dial Phone	\$350.00 per year
Long Term Parking	\$5.00 per day
Annual Pass	\$500.00 per year

Airport Terminal Fees have been set by the following legislative enactments:

Reso 08-124 Reso 19-081(S)(A)
Reso 93-107
Reso 94-61
Reso 04-98(S)(A)
Reso 10-90(A)



ANIMAL CONTROL

All impounded animals must have current rabies vaccinations prior to being released. Owners of impounded animals will be charged a daily boarding fee for every full day that the animal stays in the shelter. Vaccination fees shall be the owner's responsibility.

The City shall charge for any additional expense incurred by the City in the actual impoundment, transportation, medical care, housing or feeding of any animal; which expenses shall be paid in full prior to the animal's release.

Quarantine at Home		\$50.00	
Quarantine at Shelter		\$50.00 plus daily boarding fee	
Boarding Fee (When Available)		\$25.00 daily	
Turn In		\$35.00	
Impound Fees			
Non-neutered/Non-spayed		Neutered/Spayed	
1 st Offense	\$50.00	1 st Offense	\$50.00
2 nd Offense	\$70.00	2 nd Offense	\$70.00
3 rd Offense	\$100.00	3 rd Offense	\$100.00
4 th Offense or Greater	\$140.00 each	4 th Offense or Greater	\$140.00 each
Live Trap ¹			
Small Trap		\$70.00 deposit; \$1.00 per day (7 day rental max)	
Large Trap		\$150.00 deposit; \$1.00 per day (7 day rental max)	
Adoption Fee ²			
Adult Cat		\$100.00	
Kitten		\$125.00	
Adult Dog		\$165.00	
Puppy		\$205.00	

¹ Deposit is forfeited if the trap is not returned in seven days. A portion of the deposit, up to the entire amount of the deposit, will be forfeited if the trap is damaged.

² Adoption Fee includes vet check, vaccinations, spay/neuter, and microchipping.

Animal Control Fees have been set by the following legislative enactments:

HCC 20.32	Reso 01-85	Reso 19-081(S)(A)
	Reso 14-114	Reso 23-055
	Reso 15-097(S)(A)	



CAMPING

“Campground” means an area owned, controlled, developed and/or maintained by the City, which contains one or more improved campsites or contains adequate area for one or more unimproved campsites.

“Camping Season” means that period of time from April 1 through October 30.

All fees inclusive of sales tax.

Tent Camping Area West (Beach)	\$20.00 per day
All Other City Campgrounds	\$30.00 per day
Impound Fee ¹	\$30.00
Pavilion Rental	\$25.00 per 4 hours

¹ HCC 19.08

Camping Fees have been set by the following legislative enactments:

HCC 19.08	Reso 91-20(S)	Reso 04-98(S)(A)	Reso 17-086	Reso 23-034
	Reso 91-34	Reso 05-05	Reso 18-077(A)	
	Reso 93-35	Reso 15-097(S)(A)	Reso 19-011	
	Reso 99-94	Reso 16-109	Reso 21-058	



CITY CLERKS

Cemetery Plots			
Internment Plot		\$1,000.00	
Cremains Plot		\$400.00	
Memorial Marker Deposit		\$500 refundable upon installation of a permanent marker within 12 month timeframe	
City Council and Commission Meeting Packets			
Cost Per Packet			
0 – 25 Pages	\$5.00	100 – 200 Pages	\$25.00
26 – 50 Pages	\$10.00	200 – 500 Pages	\$30.00
51 – 100 Pages	\$20.00	500+ Pages	\$35.00
City Hall Facility Use			
Cleaning Fee (if facility is not left as found)		Up to \$60.00 additional fee may be applied	
Conference Room – Up to 12 People			
Government Agencies		Exempt (generally)	
Non-Governmental Agency or Entity		\$25.00 per hour \$125.00 per day maximum	
Cowles Council Chambers – Up to 25 People			
Government Agencies		Exempt (generally)	
Non-Governmental Agency or Entity		\$50.00 per hour \$250.00 per day maximum	
Use of Electronic Equipment		\$30.00 IT setup fee for use during business hours \$50.00 per hour, includes staff supervision for use after hours	
City Pins and Mugs			
Logo Pins		\$1.00	
Logo Mugs		\$4.00	
Scene Mugs		\$8.00	
Digital Audio of Meetings (audio files will be provided on a flash drive)		\$25.00 per flash drive	
Elections			
Election Contest Filing Fee		\$750.00	
Election Recount Deposit		\$250.00	
Notary		\$5 per person, up to 3 notary pages \$10 per person for 4 or more notary pages	
Gravel Permit ¹		\$5.00 per application	
Tideland Appraisal Deposit ²		\$2,000.00	

¹ HCC 19.12; Areas B and C of the permit application require no approval of the COE or Division of Lands, HCC 19.12.040(c).

² HCC 18.28.310

City Clerk Fees have been set by the following legislative enactments:

HCC 5.24	Reso 98-28	Reso 14-114	Reso 21-038(S)
HCC 19.12	Reso 03-159	Reso 15-097(S)(A)	Reso 21-058
HCC 18.28.310	Reso 05-125(S)	Reso 17-056	Reso 22-027
	Reso 06-16	Reso 18-042	
	Reso 06-40(A)	Reso 19-081(S)(A)	



COMMUNITY RECREATION FEES

Drop In Activities Only (Ongoing programs. ex: Pickleball, Basketball, Volleyball, etc.)

	Single	10 Visits	3-Month Pass	Individual
Youth (3-17 years) City Locations Only	\$3.00	\$27.00	\$66.00	\$135.00
Youth (3-17 years) Drop In Activities at KPBSD Locations Only	Free	Free	Free	Free
Adult (18 & Up) All Locations	\$5.00	\$45.00	\$110.00	\$230.00
Active Military All Locations	Free	Free	Free	Free

Contracted Instructor Classes (Series of Classes/Programs with specific start and end date, CR fees only. Contracted instructor fees additional and separate)

	Per Class
Youth (3-17 years)	\$3.00
Adult (18 & Up)	\$5.00

Special Events (Ticket fees: contingent upon the cost of production – ex. Film Fest, clinics, league play)

All ages	\$10-75
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Community Recreation Fees have been set by the following legislative enactments:

Reso 23-079

Reso 24-054



LIBRARY

Facility Use – Fees for after-hours private use (including building supervision):	
Conference Room	\$50.00 per hour
Reading Lounge	\$50.00 per hour
Children's Room	\$50.00 per hour
Entire Facility (excluding staff work space)	\$300.00 fee plus \$50.00 per hour staff supervisor \$300.00 damage/cleaning deposit
Library Cards	
Replacement Card	\$5.00 per issue
Temporary Card	\$25.00
Printing & Photo Copy	
Letter Size and Legal Size Per Side	\$0.25 each
11" x 17" Per Side	\$0.35 each
Color Copies – Letter Size and Legal Size per Side	\$0.60 each
Color Copies – 11" X 17" per Side	\$2.00 each
Interlibrary Loan Fee ¹	
Standard Size Books	\$5.00
Photo Copy	\$0.15 per page
Microfilm/Videos/CD's/Audios	\$6.00
Replacement/Repair of Items ²	
Lost or Damaged Items	Replacement cost plus \$10.00 processing fee per item
Lost or Damaged Cases, Hang-Up Bags, Etc.	Replacement cost or \$2.00, whichever is greater
Lost Map or Inserts	\$10.00 per item
Lost Out-of-Print Items	\$50.00 for Alaskana, or replacement cost if higher
Damaged Item	
Per Page	\$2.00 per page
Book Jacket	\$3.00
Cover Damaged Beyond Repair	Full bindery cost or full replacement cost plus \$7.00 processing charge
Improper Return of Digital Devices	\$25.00 if not returned to Front Desk staff

¹ Additional charges may be assessed.

² To receive a refund on a lost item, patrons must return the item within sixty days of lost status. Refunds of payment for items deemed valuable to the collection and returned after the 60-day period may be made at the discretion of the Director. No refunds will be given for digital devices.

Library Fees have been set by the following legislative enactments:

Ord 05-08	Reso 97-87	Reso 12-006	Reso 18-077A)
	Reso 98-86	Reso 13-076	Reso 20-065
	Reso 99-19(A)	Reso 14-114	Reso 22-027
	Reso 03-87	Reso 15-097(S)(A)	Reso 23-024
	Reso 04-98(S)(A)	Reso 16-109	



PLANNING AND ZONING

Bridge Creek Watershed Permit: Zoning permits are required for the Bridge Creek Watershed Area. Although no fees will be charged for the zoning permits outside of City Limits, the evaluation process is still in effect.

Technical Review of Communication Tower Application: When required, the applicant will be charged for the actual cost of the study, plus a 10% administrative fee. The City will be responsible for hiring and managing the study.

Traffic Impact Analysis and Community Impact Assessment: When required, applicant will be charged for the actual cost of the study, plus a 10% administrative fee. The City will be responsible for hiring and managing the study. Recording (as required) is \$50.00. [Resolutions 03-159 and 96-13; HCC 12.12.03]

Zoning Permit Fees ¹	
Single Family /Duplex	\$300.00
Multi-Family/Commercial/Industrial	\$400.00 plus \$50.00 per hour when over six hours of administrative time
Change of Use Fee	\$50.00
Deck	\$100.00
Employee Occupied Recreational Vehicle in Marine Commercial and Marine Industrial Zoning Districts	\$100.00 annually
Conditional Use Permit Processing Fee ¹	
Amendment	\$200.00
Fence	\$300.00
Single Family/Duplex	\$300.00
Multi-Family/Commercial/Industrial	
Uses Less Than 8,000 Sq. Ft.	\$500.00
Uses 8,001 Sq. Ft. to 15,000 Sq. Ft.	\$1,000.00
Uses 15,001 Sq. Ft. to 25,000 Sq. Ft.	\$2,500.00
Uses 25,001 Sq. Ft. to 40,000 Sq. Ft.	\$5,000.00
Uses 40,001 Sq. Ft. and Larger	\$8,000.00
Zoning Fees – Other	
Rezone ²	\$500.00
Flood Hazard Development Permit	\$200.00
Sign Permit	\$50.00
Variance	\$350.00
Erosion and Sediment Control Plan (BCWPD)	\$300.00

Storm Water Plan Fee	\$200.00
Development Activity Plan (DAP)	\$200.00
Mobile Food Service Fee ³	
Permit (expires at end of the calendar year of issuance)	\$50.00
Preliminary Plat Processing Fee ⁴	\$300.00 or \$100.00 per lot, whichever is greater
Elimination of a Common Interior Lot Line	\$300.00
Right of Way and Section Line Easement Vacation Application Fee	\$300.00 In addition to applicable preliminary plat fees
Utility Easement Vacation	\$50.00
Publication Fees	
Comp Plan	\$20.00
Zoning Map – Small	\$5.00
Zoning Map – Large	\$25.00
Road Maintenance Map – Small	\$5.00
Road Maintenance Map – Large	\$25.00
Zoning Ordinance – HCC 21	\$15.00
Street Renaming Fees	
For name changes or naming of public dedicated streets other than those named during the subdivision process:	
Street Naming Petition and Hearing Advertising Fee	\$150.00
Installation of Each New City Sign, Post, Etc.	\$150.00 per sign
Replacement of Existing City Sign Due to Change Where No Post Is Needed	\$ 80.00 per sign
	The minimum fee shall be either a combination of 1 and 2 OR 1 and 3 above; however, all signs that need to be changed and/or maintained by the City must be paid for prior to installation
For Private Road Naming:	
Street Naming Petition and Hearing Advertising Fee	\$150.00
Installation of Each New City Sign, Post, Etc.	\$150.00 per sign
If No Public Hearing or Public Notice is Necessary, i.e., 100% Petition and No Partial Dedicated Street Involved	No Fee
If No Signs are Required	No Fee

¹ Fees for commencing activities, without a permit, shall be assessed at the regular rate multiplied by one and one half (1.5) for Residential and two (2) for Commercial.

² HCC 21.63 repealed Contract Rezone via Ordinance 03-21

³ HCC 8.11

⁴ Resolutions 07-14, 03-159, and 96-13

Planning and Zoning Fees have been set by the following legislative enactments:

HCC 14.08.035	Reso 00-17	Reso 05-27(S)	Reso 16-109	Reso 22-027
HCC 21.42.060	Reso 03-12(A)	Reso 05-35	Reso 17-010	
HCC Title 21	Reso 03-159	Reso 07-14	Reso 18-074	
	Reso 04-35	Reso 07-45	Reso 21-038(S)	
	Reso 04-98(S)(A)	Reso 08-124	Reso 21-058	



PORT AND HARBOR

Port and Harbor fees can be found in the Homer Tariff No. 1 available on the City of Homer Port & Harbor webpage and the Harbormasters Office.

Port and Harbor Fees have been set by the following legislative enactments:

HCC Title 10	Reso 95-19	Reso 03-104	Reso 12-037(S)
	Reso 95-69	Reso 03-154(S)	Reso 14-114
Ord 95-18(A)	Reso 99-30(A)	Reso 04-96	Reso 15-073
	Reso 99-78(S)	Reso 05-123	Reso 15-091
	Reso 99-101	Reso 06-04	Reso 16-061
	Reso 99-118(A)	Reso 06-52	Reso 18-041(S)
	Reso 00-39	Reso 07-121	Reso 19-080
	Reso 01-84(S)(A)	Reso 08-123	Reso 19-081(S)(A)
	Reso 02-81(A)	Reso 10-89	Reso 21-039(S)
	Reso 03-88	Reso 12-023	



PUBLIC SAFETY

HOMER POLICE DEPARTMENT (HPD)

Noisy Vehicles: Enforcement begins April 28, 2004. Noise greater than 85 decibels (dBA) at a distance of fifty (50) feet is prohibited. Between the hours of 8 p.m. and 8 a.m. not greater than 75 dBA at a distance of fifty (50) feet.

CORR: "CORR" means a correctable/dismissible offense. A citation for one of these offenses may be dismissed (or voided) if proof of correction is presented to a HPD vehicle inspector within thirty (30) days. If the required repair is not made and shown to a vehicle inspector within the specified time, the defendant must pay the fine.

Annual Safety Inspection Commercial Vehicles	\$100.00
Chauffeurs License	\$100.00 application fee plus \$35.00 fee for Fingerprinting to the State of Alaska (none of these fees are refundable)
Engine Brake Use Prohibited:	
First Conviction	\$100.00
Second Conviction Within Six (6) Months of First Conviction	\$200.00 plus proof of satisfactory HPD commercial vehicle inspection
Third Conviction Within Six (6) Months of Any Prior Conviction	\$300.00 plus proof of satisfactory HPD commercial vehicle inspection
Excessive Police Response to Residential Property per Calendar Year ¹	\$250.00
Handicap Parking Violation	\$100.00
Itinerant or Transient Merchant: ²	
Application Fee	\$10.00
60-day License	\$330.00
Muffler Not Working Properly	CORR/\$500.00
Muffler Modified/Excessive Noise	CORR/\$500.00
Muffler Removed or Inoperative	CORR/\$500.00
Noise Exceeds Limits:	
First Conviction	\$100.00
Second Conviction Within 6 Months of First Conviction	\$200.00
Third Conviction Within 6 Months of Any Prior Conviction	\$300.00
Parking Tickets (Paid at City Hall) ³	\$25.00
Public Transportation ⁴	

Vehicle Permit – Expires June 30 th	\$150.00 fiscal year
Permit After January 1 st – Expires June 30 th	\$75.00
Replacement Permit	\$5.00

¹ HCC 6.16.020

² HCC Title 8

³ AAC 13

⁴ HCC 8.12.150 and 8.12.200

Homer Police Department Fees have been set by the following legislative enactments:

HCC 6.16	Reso 06-45	Reso 21-058
HCC Title 7	Reso 10-90(A)	Reso 22-027
HCC Title 8	Reso 15-097(S)(A)	
Ord 01-20	Reso 19-081(S)(A)	

HOMER VOLUNTEER FIRE DEPARTMENT (HVFD)

Ambulance	
Basic Life Support (BLS), Resident	\$750.00 plus \$15.00 per load mile
Basic Life Support, Non-Resident	\$1,000.00 plus \$15.00 per load mile
Advanced Life Support (ALS)1, Resident	\$950.00 plus \$15.00 per load mile
Advanced Life Support 1, Non-Resident	\$1,500.00 plus \$15.00 per load mile
Advanced Life Support 2, Resident	\$1,250.00 plus \$15.00 per load mile
Advanced Life Support 2, Non-Resident	\$1,750.00 plus \$15.00 per load mile
Non-Emergency Transport (Billed as Basic Life Support Resident and Non-Resident Mileage)	\$15 per mile, one-way from pick up location to destination
Standby – Crew of 2 (billed per half hour)	\$60.00 per hour or \$510.00 per 8 hour day
Mileage , one-way load miles	\$15.00 per mile
Medivac	Determined by level of call; see BLS, ALS rate
Fire	
Type 1 Engines (>1,000 gals or 1,500 GPM)	\$240.00 per hour \$2,040.00 per day
Type 1 Tenders (<3,000 gals or 1,000 GPM)	\$144.00 per hour \$1,224.00 per day
Ladder Truck	\$360.00 per hour \$3,060.00 per day
Medic Unit/Ambulance	\$60.00 per hour \$510.00 per day

Brush Patrol	\$100.00 per hour
Command Vehicle	\$50.00 per hour
Rescue/Extrication Truck	\$144.00 per hour (1 hour minimum) \$1,224.00 per day
Command/Utility Vehicle	\$60.00 per hour \$510 per day
6 x 6 ATV	\$25.00 per hour \$200 per day
Volunteer Personnel	
Fire Department IC (1) (IC - Incident Command)	\$36.00 per hour
Safety Officer/Officer	\$36.00 per hour
Driver/Engineer (1 per vehicle)	\$24.00 per hour
Firefighters (Minimum 1 per tender, 2 per Engine)	\$18.00 per hour
EMT (Minimum 2 per Rescue Medical Unit)	\$18.00 per hour

Homer Volunteer Fire Department Fees have been set by the following legislative enactments:

Reso 91-97	Reso 06-64(S)(A)
Reso 92-06	Reso 15-097(S)(A)
Reso 92-43(S)	Reso 16-109
Reso 03-145	
Reso 04-98(S)(A)	



PUBLIC WORKS

Not obtaining any permit or not complying with any permit conditions described herein will be subject to Homer City Code General Penalties as described under Chapter 1.16.

Commercial ¹	\$60.00
Development Fee for Private Projects: ²	
Cost Estimate Less than \$100,000	1.0% of cost estimate, but not less than \$250.00
Cost Estimate \$100,000 to \$500,000	0.75% of cost estimate, but not less than \$1,000
Cost Estimate Above \$500,000	0.50% of cost estimate, but not less than \$3,750
*Municipal projects shall include an appropriate project overhead for project administration and inspection.	
Driveway Permit Residential	\$45.00
Long Driveway (addn) ¹	\$105.00
Potable Water	\$5.00 per fill
R.V. Station dumping	\$15.00 per dumping
Utility Construction Project Permit	
Minor (Less Than 150 LF of Right-of-Way Affected)	\$90.00
Major (More Than 150 LF of Right-of-Way Affected)	\$225.00

¹ HCC 11.08.040

² HCC 11.20.070

SUBDIVISION AGREEMENT FEE SCHEDULE

Agreement Application, Plan Review, Inspection, and Warranty Period Deposits

A developer shall pay the City's actual cost associated with the reviewing, approving, coordinating and inspecting improvements required to be completed under a subdivision agreement. The City's cost shall include, but is not limited to, administering the agreement, plan checking, surveillance, and administrative overhead. Prior to initiating each phase of the subdivision approval process, a deposit shall be paid. Deposits shall not bear interest. The deposits shall be held in a separate account and disbursed only as authorized by this fee schedule. The deposits are described below:

- 1) Subdivision Agreement Application: Upon submitting an application agreement, the Developer will provide a \$300 deposit.

- 2) Subdivision Improvement Plan Review: Upon submission of plans for review and approval, the Developer will provide a plan review deposit of .5% of the estimated cost of improvements or \$300, whichever is greater.
- 3) Construction Inspection: Prior to the issuance of a notice to proceed with construction to the Developer, the Developer shall pay a deposit toward the City's costs based upon the estimated cost of the improvements to be constructed under the subdivision agreement as follows:

<u>Estimated Construction Cost</u>	<u>Deposit</u>
\$10,000 or less	\$300.00
Over \$10,000 up to \$50,000	4% of the estimated costs
Over \$50,000 up to \$150,000	3% of the estimated costs
Over \$150,000 up to \$500,000	2.5% of the estimated costs
Over \$500,000	\$13,000.00

After the City finds the subdivision improvements meet City specifications, it shall determine its costs to date. If costs (plus any deposit required under subsection 4 below) exceed the total deposits received, the Developer shall pay the balance to the City prior to final acceptance of the improvements. If the total deposits exceed the costs, the City shall refund the balance (less any deposit required under subsection 4 below) to the Developer.

- 4) Initiation of Warranty Period: Prior to acceptance of completion by the City of the undertaking by the developer, the Developer shall also pay a deposit toward the City's cost incurred during the warranty period under the subdivision agreement in the amount determined by the Public Works Director, but not to exceed \$2,000.

If at any time the City finds its costs exceed the total deposit received, the City may periodically bill and receive payment from the Developer for those actual incurred costs in excess of the amount of deposit.

WATER/SEWER MAIN EXTENSION AND FILL STATION PERMIT

Installation Agreement Application, Plan Review, Inspection, and Warranty Period Deposits

A developer shall pay the City's actual cost associated with the reviewing, approving, coordinating and inspecting water or sewer main extension improvements or fill station improvements required to be completed under an installation agreement. The City's cost shall include, but is not limited to, administering the agreement, plan checking, surveillance, and administrative overhead. Prior to design review or construction of the improvement, a deposit shall be paid. Deposits shall not bear interest. The deposits shall be held in a separate account and disbursed only as authorized by this fee schedule. The deposits are described below:

- 1) Installation Agreement Application: Upon submitting an application agreement, the Owner/Developer will provide a \$300 deposit.
- 2) Improvement Plan Review: Upon submission of plans for review and approval, the Owner/Developer will provide a plan review deposit of .5% of the estimated cost of improvements or \$300, whichever is greater.

- 3) Construction Inspection: Prior to the issuance of a notice to proceed with construction, the Owner/Developer shall pay a deposit toward the City's costs based upon the estimated cost of the improvements to be constructed under the subdivision agreement as follows:

<u>Estimated Construction Cost</u>	<u>Deposit</u>
\$10,000 or less	\$300.00
Over \$10,000 up to \$50,000	4% of the estimated costs
Over \$50,000 up to \$150,000	3% of the estimated costs
Over \$150,000 up to \$500,000	2.5% of the estimated costs
Over \$500,000	\$13,000.00

After the City finds the improvements meet City specifications, it shall determine its costs to date. If costs (plus any deposit required under subsection 4 below) exceed the total deposits received, the Developer shall pay the balance to the City prior to final acceptance of the improvements. If the total deposits exceed the costs, the City shall refund the balance (less any deposit required under subsection 4 below) to the Developer.

- 4) Initiation of Warranty Period: (applies to water/sewer extension permits only). Prior to acceptance of completion by the City, the Owner/Developer shall also pay a deposit toward the City's cost incurred during the warranty period under the subdivision agreement in the amount determined by the Public Works Director, but not to exceed \$2,000. If at any time the City finds its costs exceed the total deposit received, the City may periodically bill and receive payment from the Owner/Developer for those actual incurred costs in excess of the amount of deposit.

Commercial/Industrial Waste Disposal permit fees shall be determined by the Public Works Director based on type of discharge, location of discharge, timing of discharge, potential impact to the City's collection and treatment systems, reasonableness of alternative methods of disposal.

Public Works Fees have been set by the following legislative enactments:

HCC 11.08.040	Reso 95-1	Reso 21-058
HCC 11.20.070	Reso 04-98(S)(A)	
	Reso 15-097(S)(A)	
	Reso 18-077(A)	
	Reso 19-081(S)(A)	



WATER AND SEWER

A 15% admin. fee will be assessed for replacement parts for water/sewer services, functions, pressure reducing valves, sewer saddles, any Public Works Department stock item for resale to public.

Establishing Service (Includes a One-Time Disconnect)	\$75.00
Service Calls, Inspections, Repairs Not to Exceed One Hour	\$25.00 per employee plus equipment and materials
Service Calls, Inspections and Repairs During Normal Operating Hours in Excess of One Hour Labor	Actual labor costs by City plus equipment and materials
Service Calls, Inspections and Repairs after Normal Operating Hours or on Weekends/Holidays	\$50.00 minimum plus equipment and materials or actual cost incurred by City, whichever is greater

WATER (New Water/Sewer Rates per Ordinance 22-61 Effective November 1, 2022)

A 4.85% of total charges charged to every customer outside of city limits in lieu of city sales tax will be applied to those water accounts outside city limits.

Customer Classification Definitions for Determining Water Connection and Extension Permit Fees

Single Family Residential: A unit providing housing for one household; with less than 25% of the building area used for business or commercial purposes.

Multi-Family Residential: A building or lot occupied by more than one household: contained within one building or several building within one complex. Examples of multi-family units includes duplexes, four-plexes and up, apartments, condominiums, co-housing projects, and multiple structures on one lot (where units are normally rented or occupied for longer than one month at a time). Examples of units not considered as multi-family include hotels, motels, B&B's seasonal rooms/cabins (where units are routinely rented or occupied for less than one month at a time.)

Commercial: Any user not defined as Residential.

Water Connection Fee	
Single Family	\$300.00*
Multi-Family/Commercial	\$375.00*
*All other fees for delayed or deferred services, in lieu of assessments and necessary right-of-way permits, shall be in addition to the permit fee. A property owner installing a water connection which qualifies for a deferred assessment payment or makes a payment in lieu of assessment shall pay the assessment prior to issuance of the connection permit.	

Customer Classification Definitions for Determining Water Rates

Bulk Water Customers: The bulk water customers are the resellers of water or water users who purchase water from the water plant directly and are not in the metered water distribution system.

Non-Bulk Customers: All customers who receive water from the metered water distribution system.

Multi-Units: An additional \$5 monthly charge shall apply to each of the units of a building or lot occupied by more than one household or commercial entity contained within one building or several buildings within one complex. Examples of multi-family units include duplexes, four-plexes and up, apartments, condominiums, co-housing projects, and multiple structures on one lot (where units are normally rented or occupied for longer than one month at a time). Examples of units not considered as multi-family include hotels, motels, and B&B's seasonal rooms/cabins (where units are routinely rented or occupied for less than one month at a time.)

This fee applies to all multi-unit structures defined in the sewer section of this for apartments, rental units or multi-unit buildings where each unit would have one or more restrooms and are intended to be rented on a monthly basis where there is only one meter installed, excluding a rental building restroom used for shared or public use.

Water Rate Schedule

All water utility services shall be billed according to the following schedule. This schedule is for monthly water service and is in addition to any charges for connecting or disconnecting the service, installation of the service or any assessment of the improvements.

Water Rates

Table III

Customer Classification	Monthly Service	Usage Charge/Gallon
Non-Lift-Station Customer	\$0.00	\$0.0172
Lift-Station Customer	\$0.00	\$0.0172
Multi-units (additional per unit)	\$5.00	N/A
Bulk Water	\$0.00	\$0.0201

Meter Size Deposits

\$750 meter deposit shall apply to metered fire hydrant connections. The deposit will be returned when the meter is returned undamaged. This deposit may be waived upon the recommendation of the Public Works Superintendent.

If a bulk water customer purchases a meter from the City for measuring the quantity of water purchased, it shall be exempt from the monthly meter service charge. It is the responsibility of the bulk water customer to maintain that meter so the City can accurately determine the amount of water being purchased. In the event the meter fails, it is the bulk water customer's responsibility, at its expense, to repair it or purchase a replacement meter from the City. The City may at any time test the meter for accuracy.

Size (inches)	Residential Users	Non-residential Users
5/8	\$75.00	\$220.00
3/4	\$80.00	\$230.00

1	\$90.00	\$250.00
1-1/2	\$115.00	\$310.00
2	\$150.00	\$370.00
3	\$220.00	\$525.00
4	\$310.00	\$730.00
6	\$520.00	\$1,225.00

SEWER (New Water/Sewer Rates per Ordinance 22-61 Effective November 1, 2022)

Customer Classification Definitions for Determining Sewer Connection and Extension Permit Fees

Single Family Residential: A unit providing housing for one household; with less than 25% of the building area used for business or commercial purposes.

Multi-Family Residential: A building or lot occupied by more than one household: contained within one building or several buildings within one complex. Examples of multi-family units includes duplexes, four-plexes and up, apartments, condominiums, co-housing projects, and multiple structures on one lot (where units are normally rented or occupied for longer than one month at a time). Examples of units not considered as multi-family include hotels, motels, B&B's seasonal rooms/cabins (where units are routinely rented or occupied for less than one month at a time.)

Commercial: Any user not defined as Residential.

Sewer Connection Permit Fee	
Single Family	\$255.00*
Multi-Family/Commercial	\$330.00*
*All other fees for delayed or deferred services, in lieu of assessments and necessary right-of-way permits, shall be in addition to the permit fee. A property owner installing a sewer connection which qualifies for a deferred assessment payment or makes a payment in lieu of assessment shall pay the assessment prior to issuance of the connection permit.	

Customer Classification Definitions for Determining Sewer Rates

Lift Station Zone Customer: There are eleven sewage lift/pump stations that are used for pumping wastewater or sewage from areas with lower elevation than the treatment plant. Customers who are located in these areas shall be charged additional fees for the cost added to the services (see Table I and II).

Non-Lift Station Zone Customer: Customers who are located in the zone that do not need lift/pump station services.

Sewer System Dischargers (Sewer ONLY customers): Customers who use sewer service only shall be charged a monthly fee of \$5 plus sewer usage fee based on assessed volume of 3,000 gallons per month multiplied by the applicable sewage rate (see Table II). Kachemak City Local Improvement District (LID)

members have contributed to the initial cost of the sewer treatment plant and the collection system. For Kachemak City LID dischargers connected within the LID, the City of Homer shall bill Kachemak City in one single bill at the Lift-Station Zone Rate of \$88.50 (\$82.50 +\$6.00) per month per customer. Kachemak City shall be billed a \$5 monthly service charge to cover all Kachemak City sewer customers and shall be responsible for payment to the City of Homer.

Sewer Rate Schedule

All sewer utility services shall be billed according to the following schedule (Table I, II). This schedule is for monthly sewer services and is in addition to any charges for connecting or disconnecting the service, installation of the service, or any assessment of the improvements.

Sewer Rates

Table I

Customer Classification	Monthly Service	Usage Charge/Gallon
Non-Lift-Station Customer	\$0	\$0.0171
Lift-Station Customer	\$0	\$0.0272
Multi-units (additional per unit)	\$5.00	N/A
<u>Water and Sewer Rates Combined</u>		
Combined Costs W/S Regular		\$0.0343
Combined Costs W/s Lift Station		\$0.0444

Sewer ONLY Customers Rates

Table II

	Fees/Rate/Usage	Per Customer Per Month
Non-Lift-Station Customer	\$0.0167/Gal	\$0.0171 (\$51.30/3000 gals)
Lift-Station Customer	\$0.0275/Gal	\$0.0272 (\$81.60/3000 gals)
Monthly Service	\$5.00/customer/mo.	\$5.00 (Kachemak City customers will be exempt from \$5 monthly service fee. Kachemak City will be billed a \$5 monthly service fee to cover all Kachemak City sewer customers.)
Pumping Fee (<i>If Applicable</i>)	N/A	\$6.25
Assumption: Avg. Sewer Usage	3,000 Gal/Mo.	

Domestic sewer service customers who use large quantities of City water in addition to their domestic use shall be allowed, with the Public Works Director's approval, to install an additional water meter on the domestic water use line for the purpose of metering and charging for domestic sewer system use. Sewer system use will be billed monthly.

The City will allow, upon approval by Public Works and a permit from the Public Works Department, a second water usage meter – called a seasonal sewer meter – for each customer that desires to measure

the flow of City water that is not discharged to the sewer system during the summer growing season, June 15 through September 15. Rates noted above do not apply.

Seasonal Sewer Meter Fee is \$251.75.

This second meter will be read monthly during the summer and sewer charges will be credited monthly. The meter may not be subject to read during the fall and winter months. Any charges accrued during that period will be reflected the first billing cycle the meter is read.

RESIDENTIAL HOLDING TANK FEES [Resolution 02-23]

City of Homer will bill property owner/customer monthly for City service, not pumping contractor charge. Property owner/customer is responsible for payment to pumping contractor.

Each property owner/customer will be billed once each month, regardless of number of pumping:

1 (one) Customer Charge	\$3.98
1 (one) General Service Charge	\$16.95
Commodity Charge	\$12.00 per pumping

City of Homer monthly billing examples based on number of pumping per month:

Type of Charge	No Pumping	1 mo. Pumping	3 mo. Pumping
Customer Charge	\$3.98	\$3.98	\$3.98
General Service Charge	\$16.95	\$16.95	\$16.95
Commodity Charge	\$0	\$12.00	\$36.00
Total Monthly Bill	\$20.93	\$32.93	\$56.93

Water and Sewer Fees have been set by the following legislative enactments:

HCC Title 14	Ord 13-30(A)	Reso 00-34	Reso 05-125	Reso 14-060
	Ord 19-09(S)	Reso 00-123	Reso 06-04	Reso 16-063(S-2)
Ord 97-7	Ord 22-61	Reso 01-80(A)	Reso 07-119(A)	Reso 18-077(A)
Ord 97-13	Ord 23-24	Reso 02-80	Reso 07-120(A)	Reso 19-036(S)
Ord Ord 97-14		Reso 03-159	Reso 09-48(S)(A)	Reso 19-081(S)(A)
Ord 97-5(S)(A)		Reso 04-94(S)(A)	Reso 09-47(S)(A)	Reso 20-118(S)
Ord 97-17(A)		Reso 04-95	Reso 11-062(A)	
Ord 00-02		Reso 05-09	Reso 11-094(S)	
Ord 06-62(A)		Reso 05-121(A)	Reso 13-048(S-2)(A-3)	
Ord 11-43		Reso 05-122	Reso 15-074(A-2)	

SPECIAL EVENT FEES

The following fees will be required for all special events conducted on City Property or involve City personnel:

Permit Application Fee	\$100
Deposit – Rental Return, Damage, Litter, Trash Disposal	\$500
Rental Fees	
Barricades Cones or Candle sticks	\$2 each
Trash Cans	\$5 each
Snow Fencing and T Posts	\$50
Trash not disposed/removed	\$100
Road Closure	\$1,000

Special Event Fees have been set by the following legislative enactments:

HCC Title 5.46

Reso 25-044

**CITY OF HOMER
HOMER, ALASKA**

City Manager

ORDINANCE 25-38

AN ORDINANCE OF THE HOMER CITY COUNCIL APPROPRIATING FUNDS FOR THE FISCAL YEARS 2026 and 2027 FOR THE GENERAL FUND, THE WATER FUND, THE SEWER FUND, THE PORT/HARBOR FUND, AND INTERNAL SERVICE FUNDS.

THE CITY OF HOMER ORDAINS:

Section 1. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2026:

General Fund	\$16,636,358
Water Fund	\$ 2,522,112
Sewer Fund	\$ 2,157,567
Port/Harbor Fund	<u>\$ 6,287,824</u>
Total Expenditures	\$27,603,861
Internal Service Funds	\$3,126,681

Section 2. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2027:

General Fund	\$17,134,397
Water Fund	\$ 2,649,471
Sewer Fund	\$ 2,264,144
Port/Harbor Fund	<u>\$ 6,458,249</u>
Total Expenditures	\$28,506,261
Internal Service Funds	\$3,270,225

Section 3. The amounts appropriated by this ordinance are appropriated to the objects and purposes stated in the adopted budget.

Section 4. Grant funds.

(a) If grant funds that are received during the fiscal year exceed the amounts of such funds appropriated by this ordinance by not more than \$25,000, the affected appropriation is increased by the amount of the increase in receipts.

(b) If grant funds that are received during the fiscal year exceed the amounts appropriated by this ordinance by not more than \$25,000, the appropriation from city funds for the affected program may be reduced by the excess if the reduction is consistent with applicable federal and state statutes.

(c) If grant funds that are received during the fiscal year fall short of the amounts appropriated by this ordinance, the affected appropriation is reduced by the amount of the shortfall in receipts.

Section 5. Donations or charitable contributions. If donations or contributions are received during the fiscal year that exceed the amounts of such funds appropriated by this ordinance by not more than \$5,000, the affected appropriation is increased by the amount of the increase in receipts.

Section 6. A copy of the adopted budget shall be certified by the City Clerk and filed in the office of the City Clerk.

Section 7. The supporting Line Item Budget detail as presented by the Administration and reviewed by the City Council is incorporated as part of this Budget Ordinance.

Section 8. The property tax mill levy is set at 4.5 mills for 2025.

Section 9. This Ordinance is limited to approval of the budget and appropriations for Fiscal Year 2026 and 2027, is a non-code Ordinance and shall become effective July 1, 2025.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ____ day of _____, 2025.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

83
84 YES:
85 NO:
86 ABSTAIN:
87 ABSENT:
88
89 First Reading:
90 Public Hearing:
91 Second Reading:
92 Effective Date:

**CITY OF HOMER
HOMER, ALASKA**

City Manager

ORDINANCE 25-39

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
APPROPRIATING THE FUNDS FOR THE FISCAL YEARS 2026 AND
2027 CAPITAL BUDGET.

THE CITY OF HOMER ORDAINS:

Section 1. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2026:

Capital Projects Funds:

General Fund Fleet CARMA (152)	\$ 79,000
General Fund CARMA (156)	\$ 261,600
Utility CARMA (256)	\$ 189,200
Port Fleet Reserves (452)	\$ 0
Port Reserves (456)	\$ 260,000
HART Roads (160)	\$ 0
HART Trails (165)	\$ 265,000
HAWSP (205)	\$ 0
Total Capital Expenditures	\$ 1,054,800

Section 2. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the fiscal year ending June 2027:

Capital Projects Funds:

General Fund Fleet CARMA (152)	\$ 0
General Fund CARMA (156)	\$ 0
Utility CARMA (256)	\$ 326,500
Port Fleet Reserves (452)	\$ 0
Port Reserves (456)	\$ 0
HART Roads (160)	\$ 0
HART Trails (165)	\$ 0
HAWSP (205)	\$ 0
Total Capital Expenditures	\$ 326,500

Section 3. The amounts appropriated by this ordinance are appropriated to the purposes stated in the adopted budget.

Section 4. This Ordinance is limited to approval of the Budget and appropriations for Fiscal Year 2026 and 2027, is a non-code Ordinance and shall become effective July 1, 2025.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ____ day of _____, 2025.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:



City of Homer

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Office of the City Manager

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Homer, Alaska 99603

citymanager@cityofhomer-ak.gov
(p) 907-235-8121 x2222
(f) 907-235-3148

Memorandum

TO: Mayor Lord and Homer City Council
FROM: Melissa Jacobsen, City Manager
DATE: May 7, 2025
SUBJECT: City Manager's Report for May 12, 2025 Council Meeting

KPEDD Industry Overview Forum 4/24/25

The Kenai Peninsula Economic Development District put on their annual forum this year in Kenai, with three staff members from the City's Community Development department in attendance: Julie Engebretsen, Ryan Foster, and Jackie McDonough. They were treated to a day of presentations from area experts on workforce development, the future of energy in Cook Inlet, mariculture, and other topics. According to a KPEDD-commissioned report, the Kenai Peninsula Borough's economy "has fared much better than most other places in Alaska in recent years" and the outlook for 2025 is "relatively positive." Challenges include housing availability, the retention of young workers, and health care for a growing senior population.

The forum also marked the launch of the next Comprehensive Economic Development Strategy (CEDS), a regional plan that is revised every five years and guides economic growth across the borough. Public input is being solicited in many communities, including Homer on May 29th. More information can be found at kpedd.org/ceds.

Reminder: Homer Education and Recreation Center (HERC) Community Meeting

The City of Homer is hosting a community informational meeting regarding the Homer Education and Recreation Center (HERC) on May 20, 2025 at 6pm. Special guests include staff from the State of Alaska Department of Environmental Conservation Brownfields Program, consultants from BGES – an environmental consulting firm hired by the state to conduct hazardous materials testing, and a facilitator from the Center for Creative Land Recycling. Join us at the Homer Public Library to discuss Brownfields, challenges, and what is happening now at the HERC. The presentation will begin at 6:15pm. Please send questions or comments to planning@ci.homer.ak.us.

Bridge Removal at the big HERC Building

Public Works staff have done a structural assessment on the bridges and surrounding ground on the west side of the big HERC building. The south bridge is 40 plus year old bridge and as it is now, repairs are not feasible. Public Works equipment operators will be replacing bridge over the next few days with a 36" culvert for drainage and creating a temporary 8ft- 10ft gravel walking path.

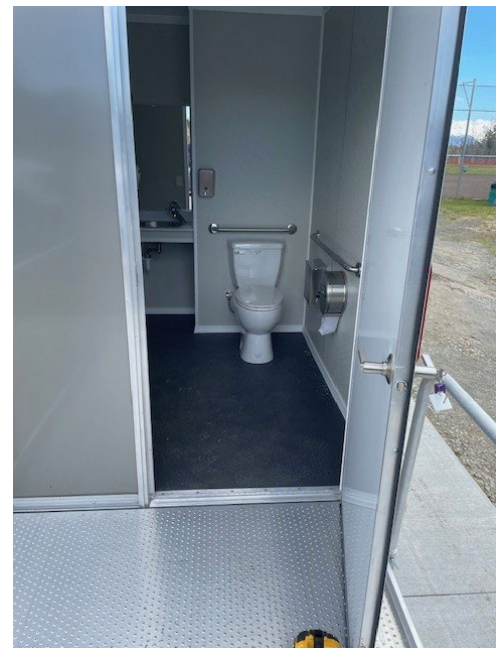
Homer Spit Rock Revetment Work Complete

Contractors for the Alaska Department of Transportation & Public Facilities recently completed the final section of rock hard facing that closes the gap between the end of the Homer Spit Road rock revetment and the Glacier Drive-In property. This critical section of rock was added to the existing rock revetment to protect properties that were particularly impacted by erosion and left vulnerable following last November's storm surge event. While over the long-term more comprehensive erosion mitigation measures are essential, we appreciate the State completing this important emergency protective measure to help protect coastal infrastructure and local properties from immediate erosion damage.



Mobile Restroom Update

In 2024, Council approved funds to complete water/sewer connections and purchase Mobile Restroom units to provide improved public facilities at city parks. We are happy to report that we now have two of these mobile restroom units, each featuring 3 individual stalls with full City water/sewer service, and that they will be operational for the kick-off of the 2025 recreational season. One unit has just been installed and is operational at Jack Gist Park, pictured below. The second unit will be placed at Karen Hornaday Park and is expected to be operational in time for Homer Little League's opening day.



Public Input Opportunity on a Proposed Community Recreation Center Site

At the beginning of the year Council approved Memorandum CC-25-011 requested feedback from Parks, Art, Recreation, and Culture Advisory Commission (PARCAC), the Economic Development Advisory Commission (EDC), Planning Commission, neighboring property owners, organizations, and community members on a City owned parcel in the town center for a future Community Recreation Center. Recreation Manager Mike Illg has drafted an informational memo for Commission's upcoming May meetings and the PARCAC and EDC will have a second meeting in June. Property owners adjacent to the site and organizations will be notified by mail that they're invited to attend the June meetings, and/or provide input through the webpage that is being developed. Community members are invited to provide comments at the meetings and through the webpage as well. This is an exciting next step in this effort!

City Manager Meetings and Events:

- April 30th – FY26/27 Budget update at Employee Committee meeting
- May 1st – Monthly Lease Property Team meeting
- May 7th – KBNERR and staff re: Kachemak Peatlands NOAA Grant check in
- Ongoing weekly meetings with Departments, Mayor and Councilmembers, and City Attorney

Attachments:

- Memorandum from Special Projects & Communications Coordinator Re: Status of the Sterling Highway Erosion Mitigation Project
- HERC Flyer
- Employee Anniversaries for May



MEMORANDUM

Status of the Sterling Highway Erosion Mitigation Project #34708 proposed in the 2024-2027 Statewide Transportation Improvement Program, Amendment #2.

Item Type: Informational Memorandum
Prepared For: Mayor and City Council
Date: May 7, 2025
From: Jenny Carroll, Special Projects & Communications Coordinator
Through: Melissa Jacobsen, City Manager

Update on Status of the Sterling Highway Erosion Mitigation STIP Project #34708

In mid-February 2025, the Alaska Department of Transportation and Public Facilities (DOT&PF) informed the City that they were nominating a Sterling Highway Erosion Mitigation Project on the Homer Spit for inclusion in the 2024-2027 Statewide Transportation Improvement Program (STIP) through the STIP amendment process. Additionally, DOT&PF proposed that the City of Homer take the lead on planning efforts by contracting with engineering firm(s) to complete planning and design.

The erosion mitigation STIP project, numbered 34708, proposes \$800,000 (\$727,760 in Federal PROTECT formula funds and \$72,240 in State matching funds) for FY25 planning activities to “evaluate needed improvements to protect the Sterling Highway from erosion along the Homer Spit. Improvements may include excavation, coastal erosion protection, paving, signing and striping, and utility relocations”.

Amending the STIP is a formal process that requires a public comment period and response to comments before it is submitted to the Federal Highway Administration for final approval. Staff forwarded [City Council Resolution 23-083\(A\)](#) to the State as the City’s official comment during the Public Comment period, which closed on March 20, 2025.

On April 24, 2025, City staff met with Alaska Department of Transportation and Public Facilities (DOT&PF) Deputy Commissioner Katherine Keith to get an update on the status of the proposed project. Presently, DOT&PF is wrapping up their review and making edits in response to public comments and is preparing to send the final proposed Amendment #2 to FHWA. She also informed staff that DOT&PF prepared a very preliminary Scope, Schedule, Cost Estimate (SSE), which increased planning funding for the project and added construction funding in a future year.

On April 30, 2025, DOT&PF Commissioner Anderson emailed a response to the Mayor and City Council (attached) thanking you for your “detailed and proactive letter of support” and that “local commitments strengthen the case for federal funding through grant programs and will be essential as we scope data collection and planning efforts under Project #34708.”

Deputy Commissioner Keith connected the City with Wyatt Sorensen who is DOT&PF’s Project Management Office Director and will be our liaison for the proposed project. Mr. Sorensen shared the preliminary SSE which estimates \$1.5M for project planning (\$1M for FY25 and \$500,000 for FY26) and estimates \$6.1M in construction costs in year four (FY28).

In a May 5, 2025 phone meeting with Mr. Sorensen, staff learned that the construction cost estimate is based on a ***Rough Order of Magnitude cost estimate*** from HDR’s 2019 Technical Memo which focused on rock revetment as the solution for erosion prevention and estimated per-linear-foot costs for revetment that likely have changed since that time. The construction cost estimate presently programmed in the STIP is subject to change depending on planning and design outcomes, i.e. rock revetment work and/or offshore mitigation measures.

While there is still much to learn about the process of working with DOT&PF on this project, we are very pleased to be working collaboratively on long-term mitigation strategies to protect the Homer Spit and its essential transportation infrastructure.

This collaborative effort represents a significant undertaking for the City, where details are critical to managing a project of such magnitude and complexity. Staff is proceeding with appropriate diligence in gathering information, evaluating options, and understanding implications—and will keep Council fully informed of all developments. It’s important to note that no formal agreements can be executed with the State until the STIP amendment receives FHWA approval, and the City will neither enter into agreements with the State nor undertake specific planning tasks or commitments without prior Council consideration and formal decision.

Recommendation: N/A. This is an informational memo only.

Attachments:

Letter from DOT&PF Commissioner Ryan Anderson
Sterling Hwy Erosion Mitigation Study proposed STIP project #34708
Scope, Schedule, Estimate (SSE) Confirmation

From: [Commissioner, DOT \(DOT sponsored\)](#)
To: [Jenny Carroll](#)
Cc: [DOT STIP \(DOT sponsored\)](#)
Subject: RE: STIP Amendment #2 – Project #34708 Sterling Highway Erosion Mitigation Study
Date: Wednesday, April 30, 2025 4:55:17 PM

Dear Mayor and City Council,

Thank you for your detailed and proactive letter of support for Project #34708, the Sterling Highway Erosion Mitigation Study, included in the Draft Amendment #2 to the 2024–2027 Statewide Transportation Improvement Program (STIP).

We recognize the City of Homer’s long-standing advocacy for protecting the Homer Spit and the critical infrastructure it supports, including transportation links, port operations, and public access. We also appreciate your reference to the recent storm damage and disaster declarations in November 2024, which have underscored the urgent need for coordinated erosion mitigation and resilience planning.

The Department values the City’s formal resolutions, ongoing leadership, and willingness to collaborate in pursuing federal partnerships, including a potential co-sponsored U.S. Army Corps of Engineers General Investigation. These local commitments strengthen the case for federal funding through grant programs and will be essential as we scope data collection and planning efforts under Project #34708.

We are encouraged by the City’s vision and engagement, and we look forward to continued cooperation as the project progresses. Your support and collaboration will be key in shaping a durable and sustainable response to erosion vulnerabilities along the Homer Spit.

Thank you again for your leadership and your commitment to strengthening infrastructure resilience in coastal Alaska.

Sincerely,

Ryan Anderson, P.E.
Commissioner
Alaska Department of Transportation and Public Facilities

34708**Sterling Highway Erosion Mitigation Study**

This planning study will evaluate needed improvements to protect the Sterling Highway from erosion along the Homer Spit. Improvements may include excavation, coastal erosion protection, paving, signing and striping, and utility relocations.

Strategic Investment Area		Work Type	Place Name		Bridge Condition		
Resiliency			Homer		Bridge #	Year Built	Condition
Landscape			Pavement Condition				
Corridor			Current Condition	Expected Condition	No Bridge Work		No Rating or N/A
Toll Credits	PEB Score		N/A	N/A			
\$0	N/A						

2024-2027 STIP Funding by Phase			2024-2027 STIP Funding by Source		
Phase Total		\$800,000	Fund Source Total		\$800,000
FY	Phases	Planned Obligation	FY	Fund Source	Programmed
FY25	P9	\$800,000	FY25	PROTECT Program	\$727,760
			FY25	State Match	\$72,240

Additional Project Details									
STIP ID #	IRIS Code	Total Project Cost by Stage	Obligated Prior to FY25	FY25-27 Planned Obligation w/o ACC	Post FY27 Planned Obligations	Start	Finish	AC Balance Prior to FY25	Post FY27 ACC
34708-Single Project	STIP 34708	\$800,000	\$0	\$800,000	\$0			\$0	\$0

Scope, Schedule, Estimate (SSE) Confirmation

Project Name	Sterling Hwy Milepoint 134 to 138 Erosion Improvements along Homer Spit Road		
DATE	12/6/2024	CATEGORY	Modernization
NEED ID	TBD	REASON	<input checked="" type="radio"/> New Project <input type="radio"/> Update SSE

PLANNING SSE

PROPOSED SCOPE	This project will construct improvements to protect the Homer Spit Road from coastal erosion. Improvements may include excavation, coastal erosion protection, paving, signing and striping, and utility relocations.
----------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

PLANNING ESTIMATE	Year 1 (2025)	Year 2 (2026)	Year 3 (2027)	Year 4 (2028)	Year 5 (2029)	Year 6	Year 7	Year 8	Year 9	Year 10	TOTAL
Design	1,000,000	500,000									1,500,000
Utilities				100,000							100,000
Right of Way											-
Construction				6,000,000							6,000,000
TOTAL											-

CONFIRMED SSE

CONFIRMED SCOPE	
-----------------	--

ENGINEERS CONFIRMED	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	TOTAL
Design											-
Utilities											-
Right of Way											-
Construction											-
TOTAL	-	-	-	-							-

Scope, Schedule, Estimate (SSE) Confirmation

Project Name	Sterling Hwy Milepoint 134 to 138 Erosion Improvements along Homer Spit Road		
DATE	6-Dec-24	CATEGORY	Modernization
NEED ID	TBD	REASON	<input checked="" type="radio"/> New Project <input type="radio"/> Update SSE

CONSIDERATIONS

SSE	Value	Comments
<i>Basis for Estimate</i> <i>Field Review or Recon</i> <i>List Assumptions & Unknowns</i>	Itemized Approx	Assume a 25% (of construction) design cost for small non-typical
	No	
	Assumes construction cost is approximately \$6M based on the Rough Order of Magnitude Costs included in the attached Coastal Erosion Assessment memo.	
ENVIRONMENTAL	Value	Comments
<i>Anticipated Environmental Doc</i> <i>Environmental Doc Prep Time</i> <i>4(F) Involvement</i> <i>Permits Required</i> <i>List Assumptions & Unknowns</i>	CE	
	8 months	
	No	Unknown at this time
	Yes	USACE, ADEC, City of Homer, NMFS, US Fish and Wildlife
	Additional permits may be required beyond those listed above.	
ROW	Value	Comments
<i>Confidence in ROW Estimate</i> <i>List Assumptions & Unknowns</i>	Moderate	
	Assumes all improvements are within existing DOT ROW or on DNR land (below OHW)	
UTILITY	Value	Comments
<i>Confidence in Utility Estimate</i> <i>List Assumptions & Unknowns</i>	Moderate	
	Assumes all utilities are located on the east side of the Homer Spit Road and impacts are minimal.	
OTHER	Value	Comments
<i>Impacts to Annual M&O</i> <i>Bridge Work Included</i> <i>Geotech Considerations</i> <i>List Assumptions & Unknowns</i>	Yes	M&O efforts should be reduced as a result of this project.
	No	
	This SSE is based upon the Sept. 30, 2019 Coastal Erosion Assessment of the Sterling Hwy Termini on Homer Spit by HDR.	

CERTIFICATION & APPROVAL

Please adjust comment boxes to fit all text before converting to PDF

Confirmed SSE Prepared By	Aaron Hunting	12/6/2024
Confirmed SSE Pre-Construction Approval	<small>Name</small> <div style="border: 1px solid black; border-radius: 50%; padding: 2px; display: inline-block;"> <small>DocuSigned by:</small> Luke Bowland </div>	<small>Date</small>
	<small>Signature, Professional Engineer</small> <small>775BE2E04D534FE</small>	
	Luke Bowland	4/24/2025
	<small>Name</small> <div style="border: 1px solid black; border-radius: 50%; padding: 2px; display: inline-block;"> <small>DocuSigned by:</small> </div>	<small>Date</small>
Confirmed SSE Planner Approval	<small>Signature, Planning Engineer</small> <small>B4620DC58A2343B</small>	
	Ben white	4/25/2025
	<small>Name</small>	<small>Date</small>



**Homer Education and
Recreation Center (HERC)
Community Information Meeting**

MAY 20, 2025
6 pm • Homer Public Library
500 Hazel Avenue

Send questions or comments to planning@ci.homer.ak.us



What are
Brownfields?

What challenges
are causing
delays?

What is
happening now?

Doors open 6 pm
Presentation 6:15 pm

This meeting is hosted by
the City of Homer
with support from the
Alaska Department of
Environmental
Conservation
and BGES, Inc.



MEMORANDUM

Employee Anniversaries for May

Item Type: Informational Memorandum
Prepared For: Mayor Lord and City Council
Date: May 12, 2025
From: Andrea Browning, HR
Through: Melissa Jacobsen, City Manager

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.

Pike Ainsworth	Port	17	Years
Mike Gilbert	Public Works	11	Years
Sean McGrorty	Port	9	Years
Ralph Skorski	Public Works	7	Years
Taylor Crowder	Police	4	Years
Sean Love	Public Works	4	Years
Brenden Fuson	Port	2	Years
Galina Orlova	Fire	1	Year

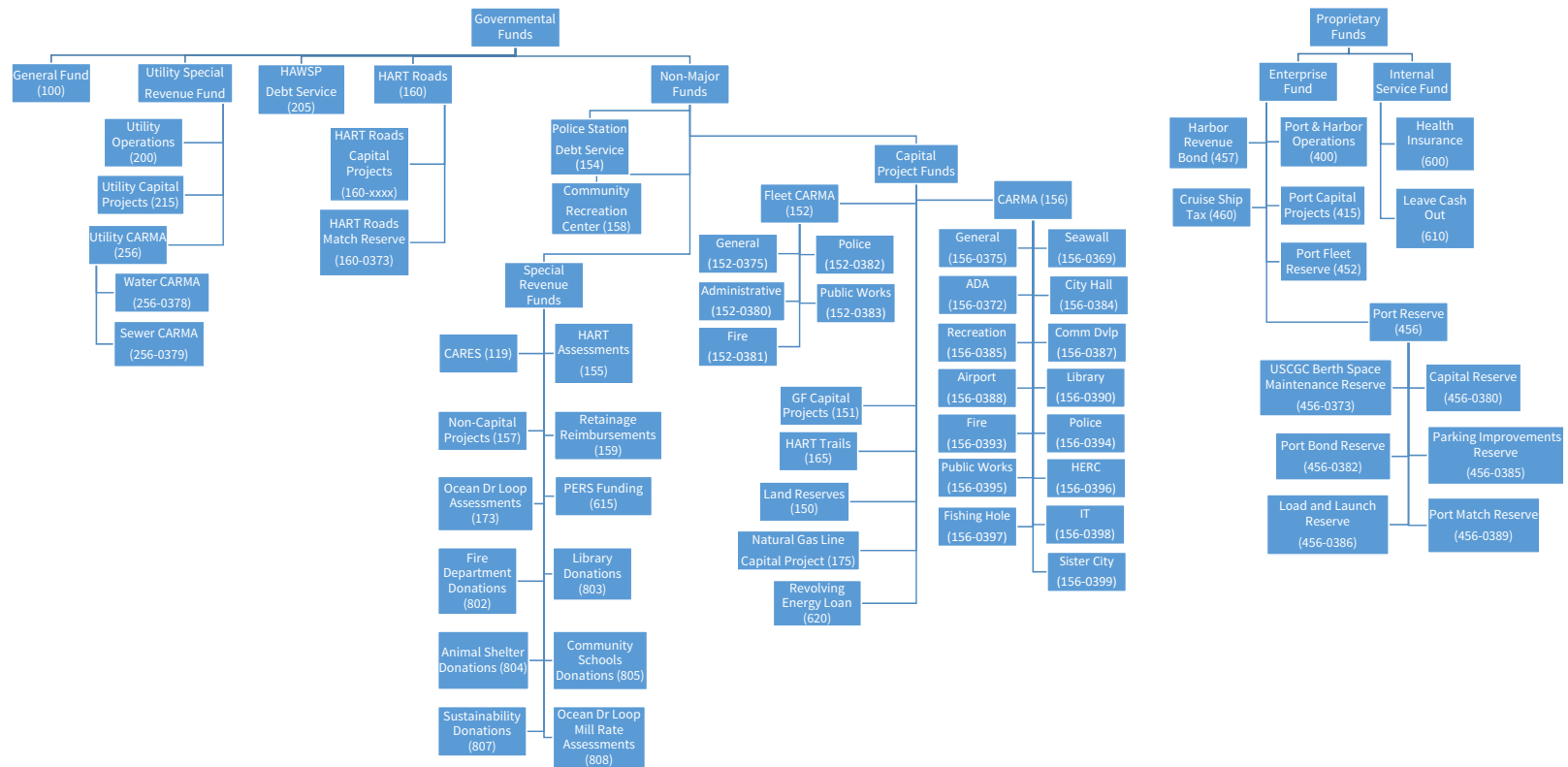
Financial Report - FY25 3rd Quarter
Provided May 12, 2025

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City of Homer
Financial Reporting Schedule
for Calendar Year 2025

Dates	Event
1/13/2025	
1/27/2025	Monthly FY25 Year-To-Date (YTD) Report
2/10/2025	FY25 2nd Quarter Report
2/24/2025	Monthly FY25 YTD Report
3/10/2025	
3/24/2025	Monthly FY25 YTD Report
4/14/2025	
4/28/2025	Monthly FY25 YTD Report
5/12/2025	FY25 3rd Quarter Report
5/27/2025	Monthly FY25 YTD Report
6/9/2025	
6/23/2025	Monthly FY25 YTD Report
7/28/2025	Monthly FY25 Year-End Report - Preliminary
8/11/2025	FY25 4th Quarter Report
8/25/2025	Monthly FY25 YTD Report
9/8/2025	
9/22/2025	Monthly FY25 YTD Report
10/13/2025	
10/27/2025	Monthly FY25 YTD Report
11/10/2025	FY25 1st Quarter Report
11/24/2025	Monthly FY25 YTD Report



Fund Balance Report
Actuals through Quarter Ending March 2025

Fund Name	Fund #	FY23 Actual	FY24 Actual	FY25 Actual	Obligated	Available
General	100	7,502,125	7,787,967	9,144,966	5,964,944	3,180,022
Utility Operations	200	556,443	878,690	1,502,901	1,449,142	53,760
Utility Capital Projects	215	(1,248,186)	(894,658)	(748,611)		(748,611)
Utility Reserves	256	4,146,186	3,514,147	3,029,769	1,585,185	1,444,583
HAWSP Debt Service	205	6,426,287	7,400,377	8,529,592	72,427	8,457,165
HART Roads	160	5,159,608	5,698,768	6,295,331	5,166,260	1,129,071
CARES	119	9,035	2,235	2,235		2,235
Police Station Debt Service	154	1,621,766	2,032,027	2,857,350		2,857,350
HART Assessments	155	1,131,469	1,218,727	1,236,211		1,236,211
Non-Capital Projects	157	43,092	25,521	32,193		32,193
Retainage Reimbursements	159	(1,453)	-	-		-
Seawall Assessments	173	294,559	302,875	320,916		320,916
PERS Funding	615	38,743	303,621	313,206		313,206
Fire Department Donations	802	41,238	38,213	44,643		44,643
Library Donations	803	180,408	189,184	184,830		184,830
Animal Shelter Donations	804	335	335	347		347
Community Schools	805	270	269	279		279
Sustainability	807	16,155	17,079	17,618		17,618
Ocean Dr Loop Assessments	808	43,734	46,409	50,857		50,857
Land Reserves	150	971,500	386,415	382,965	21,986	360,979
Capital Projects	151	54,927	300,997	(319,333)		(319,333)
GF Fleet CARMA	152	1,303,770	740,647	527,184	306,919	220,264
GF CARMA	156	2,165,742	1,651,044	2,066,959	1,093,986	972,973
Community Rec Center	158	-	900,000	1,334,247		1,334,247
HART Trails	165	1,035,775	1,043,034	1,221,994	213,593	1,008,401
Gas Line	175	874,747	300,203	341,257		341,257
Energy Revolving Loan	620	398,910	411,776	411,776		411,776
Total By Fund - Governmental		\$ 32,767,184	\$ 34,295,902	\$ 38,781,684	\$ 15,874,443	\$ 22,907,241
Port & Harbor Operations**	400	1,560,475	2,149,952	4,495,549	26,572	4,468,977
Port Capital Projects	415	842,719	974,396	367,776		367,776
Port Fleet Reserves	452	169,514	87,410	87,158	8,305	78,853
Port Reserves	456	3,413,534	4,041,610	3,903,333	3,340,692	562,642
Port Bonds	457	(2,300,000)	(1,967,192)	(1,986,956)		(1,986,956)
Cruise Ship Landing Tax	460	(35,446)	(35,093)	(30,480)		(30,480)
Total By Fund - Enterprise		\$ 3,650,796	\$ 5,251,082	\$ 6,836,380	\$ 3,375,568	\$ 3,460,811
Health Insurance	600	36,915	243,104	(47,987)		(47,987)
Leave Cash Out	610	(143,157)	(122,404)	(368,618)		(368,618)
Total By Fund - Internal Service		\$ (106,242)	\$ 120,701	\$ (416,606)	\$ -	\$ (416,606)
Total By Fund - All Combined		\$ 36,311,738	\$ 39,667,685	\$ 45,201,458	\$ 19,250,011	\$ 25,951,447

**Determined by formula: Current Assets - Current Liabilities

These numbers are preliminary and are subject change

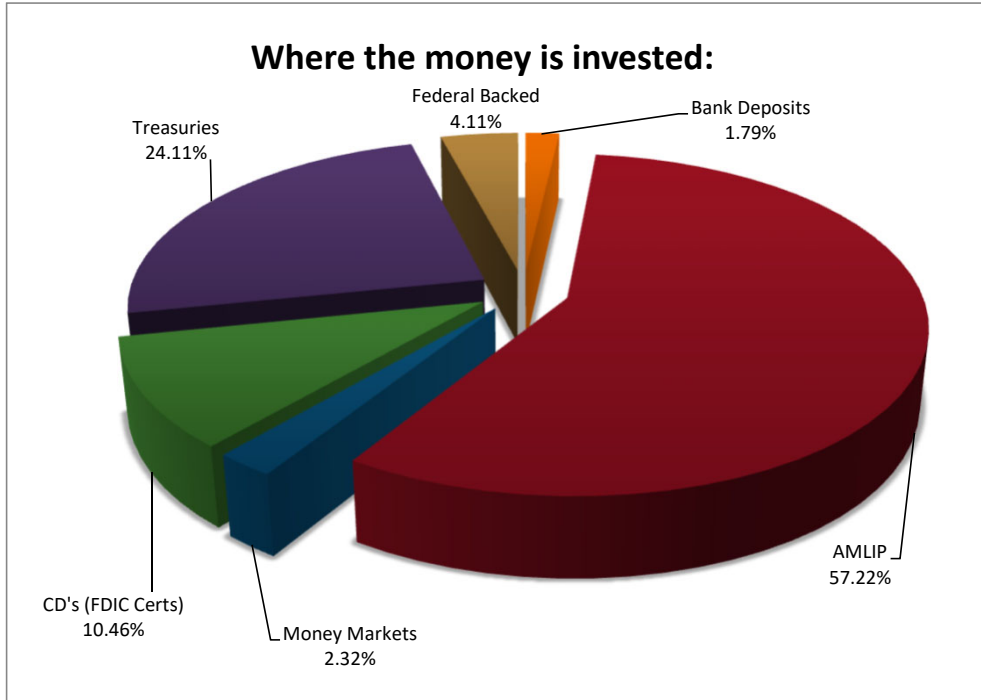
CITY OF HOMER Treasurer's Report

As of:

March 31, 2025

INVESTMENT BY INSTITUTION:	\$ Invested	% Of \$ Invested
Bank Deposits	\$ 787,744	2%
AMLIP	\$ 25,243,423	57%
TVI	\$ 18,088,106	41%
Total Cash and Investments	\$ 44,119,273	100%

MATURITY OF INVESTMENTS:		AMOUNT	% Of Investment by Maturity Date
1 to 30 Days	4/30/2025	\$ 27,055,634	61%
30 to 120 Days	7/29/2025	\$ 1,667,482	4%
120 to 180 Days	9/27/2025	\$ 1,400,721	3%
180 to 365 Days	3/31/2026	\$ 3,576,108	8%
Over 1 Year		\$ 10,419,328	24%
TOTAL		\$ 44,119,273	100%



These investments are made in accordance with the City of Homer's investment policy pursuant to Ordinance 93-14, Chapter 3.10. The balances reported are unaudited.

Central Treasury Report
Actuals through Quarter Ending March 2025

	FY23 Actual	FY24 Actual	FY25 YTD
Bank Deposits	1,095,483	1,567,396	787,744
Investments	32,687,196	36,232,760	43,331,529
Total Cash and Investments	\$ 33,782,679	\$ 37,800,156	\$ 44,119,273
Cash and Investments	33,464,699	37,482,175	43,801,293
Restricted Cash and Investments	317,980	317,980	317,980
Total Cash and Investments	\$ 33,782,679	\$ 37,800,156	\$ 44,119,273

By Fund:

Fund Name	Fund Number			
General	100	5,812,171	6,133,335	7,732,878
Utility Operations	200	(144,588)	187,753	806,468
Utility Capital Projects	215	(2,249,048)	(1,901,998)	(917,175)
Utility Reserves	256	4,163,087	3,604,163	3,053,860
HAWSP Debt Service	205	5,915,270	6,854,943	8,204,633
HART Roads	160	4,745,984	5,500,176	5,805,478
CARES	119	9,801	(9,682)	2,235
Police Station Debt Service	154	1,417,359	1,814,315	2,639,637
HART Assessments	155	1,131,469	1,218,727	1,268,397
Non-Capital Projects	157	40,093	26,311	33,029
Community Rec Center	158	-	900,000	1,334,247
Retainage Reimbursements	159	228,032	233,979	136,910
Seawall Assessments	173	294,559	302,875	327,021
PERS Funding	615	38,743	303,621	313,206
Fire Department Donations	802	41,237	38,213	44,643
Library Donations	803	170,407	179,184	184,830
Animal Shelter Donations	804	335	335	347
Community Schools	805	269	269	279
Sustainability	807	16,155	17,079	17,618
Ocean Dr Loop Assessments	808	43,733	46,409	50,857
Sister City Donations	809	-	52	52
Land Reserves	150	971,753	386,415	382,965
Capital Projects	151	(64,038)	215,387	(430,307)
GF Fleet CARMA	152	1,303,770	740,825	527,184
GF CARMA	156	2,202,498	1,704,686	2,067,652
HART Trails	165	984,676	988,606	1,169,064
Gas Line	175	874,747	300,203	435,225
Energy Revolving Loan	620	398,909	411,776	411,776
Port & Harbor Operations	400	1,769,369	2,232,390	4,428,152
Port Capital Projects	415	242,328	863,363	368,990
Port Fleet Reserves	452	169,514	87,745	87,158
Port Reserves	456	3,481,063	4,092,612	3,903,333
Port Bonds	457	(60,000)	232,808	168,044
Cruise Ship Landing Tax	460	(73,628)	(35,093)	(30,480)
Health Insurance	600	49,532	250,779	(40,313)
Leave Cash Out	610	(142,881)	(122,404)	(368,618)
Total By Fund		\$ 33,782,679	\$ 37,800,156	\$ 44,119,273

General Fund
Expenditure Report
Actuals through Quarter Ending March 2025
75% Fiscal Year Elapsed

Current Fiscal Analysis

	FY25		FY25	
	AMENDED		ACTUAL	
	BUDGET		\$	%
Revenues				
Property Taxes	\$	4,225,672	\$	5,317,370 126%
Sales and Use Taxes		9,296,032		6,998,389 75%
Permits and Licenses		41,723		33,727 81%
Fines and Forfeitures		8,381		2,582 31%
Intergovernmental		746,338		408,932 55%
Charges for Services		445,762		522,054 117%
Other Revenues		-		104,256
Airport		202,406		172,986 85%
Operating Transfers		1,568,082		20,710 1%
Total Revenues	\$	16,534,397	\$	13,567,988 82%
Expenditures & Transfers				
Administration	\$	2,201,751	\$	1,515,460 69%
Clerks/Council		942,104		577,699 61%
Planning		446,281		304,585 68%
Library		1,126,251		796,392 71%
Finance		948,850		606,862 64%
Fire		1,973,062		1,340,482 68%
Police		4,416,940		3,565,056 81%
Public Works		3,663,001		2,246,542 61%
Airport		239,580		168,841 70%
City Hall, HERC		190,449		118,943 62%
Non-Departmental		191,000		191,000 100%
Total Operating Expenditures	\$	16,339,269	\$	11,431,861 70%
Transfer to Other Funds				
Leave Cash Out	\$	178,375	\$	- 0%
Other		6,752		- 0%
Total Transfer to Other Funds	\$	185,127	\$	- 0%
Transfer to CARMA				
General Fund Fleet CARMA	\$	-	\$	- 0%
General Fund CARMA		-		- 0%
Seawall CARMA		10,000		- 0%
Total Transfer to CARMA Funds	\$	10,000	\$	- 0%
Total Expenditures & Transfers	\$	16,534,397	\$	11,431,861 69%
Net Revenues Over (Under) Expenditures	\$	0	\$	2,136,127

Water and Sewer Fund
Expenditure Report
Actuals through Quarter Ending March 2025
75% Fiscal Year Elapsed

Current Fiscal Analysis

	FY25		FY25	
	ADOPTED BUDGET		ACTUAL	
			\$	%
Revenues				
Water Fund	\$ 2,494,551	\$ 1,894,771		76%
Sewer Fund	2,213,812	1,528,013		69%
Total Revenues	\$ 4,708,362	\$ 3,422,785		73%
Expenditures & Transfers				
<u>Water</u>				
Administration	\$ 350,977	\$ 272,845		78%
Treatment Plant	726,654	495,605		68%
System Testing	36,000	24,148		67%
Pump Stations	123,793	65,690		53%
Distribution System	393,195	335,289		85%
Reservoir	19,191	8,753		46%
Meters	288,507	46,265		16%
Hydrants	214,868	146,000		68%
<u>Sewer</u>				
Administration	\$ 348,160	\$ 262,156		75%
Plant Operations	938,779	552,922		59%
System Testing	18,000	11,025		61%
Lift Stations	230,206	154,920		67%
Collection System	378,085	249,512		66%
Total Operating Expenditures	\$ 4,066,415	\$ 2,625,130		65%
Transfer to Other Funds				
Leave Cash Out	\$ 12,216	\$ -		0%
GF Admin Fees	-	-		0%
Other	15,597	-		0%
Total Transfer to Other Funds	\$ 27,813	\$ -		0%
Transfers to CARMA				
Water	\$ 325,376	\$ -		0%
Sewer	288,758	-		0%
Total Transfer to CARMA Funds	\$ 614,134	\$ -		0%
Total Expenditures & Transfers	\$ 4,708,362	\$ 2,625,130		56%
Net Revenues Over(Under) Expenditures	\$ 0	\$ 797,655		

Port and Harbor Fund
Expenditure Report
Actuals through Quarter Ending March 2025
75% Fiscal Year Elapsed

Current Fiscal Analysis

	FY25 ADOPTED BUDGET	FY25 ACTUAL	
		\$	%
<u>Revenues</u>			
Administration	\$ 640,736	\$ 610,819	95%
Harbor	4,045,337	3,575,038	88%
Pioneer Dock	302,106	227,928	75%
Fish Dock	578,477	492,397	85%
Deep Water Dock	188,651	189,962	101%
Outfall Line	4,800	4,800	100%
Fish Grinder	7,390	6,460	87%
Load and Launch Ramp	130,000	61,672	47%
Total Revenues	\$ 5,897,497	\$ 5,169,076	88%
<u>Expenditures & Transfers</u>			
Administration	\$ 1,227,954	\$ 921,047	75%
Harbor	1,658,848	1,083,428	65%
Pioneer Dock	89,120	67,368	76%
Fish Dock	817,052	459,760	56%
Deep Water Dock	107,656	96,804	90%
Outfall Line	13,500	3,140	23%
Fish Grinder	45,150	17,325	38%
Harbor Maintenance	558,501	389,856	70%
Main Dock Maintenance	54,546	35,439	65%
Deep Water Dock Maintenance	65,046	38,662	59%
Load and Launch Ramp	141,549	90,607	64%
Total Operating Expenditures	\$ 4,778,920	\$ 3,203,435	67%
Transfer to Other Funds			
Leave Cash Out	\$ 49,513	\$ -	0%
GF Admin Fees	-	-	0%
Debt Service	-	-	0%
Other	380,573	-	0%
Total Transfer to Other Funds	\$ 430,086	\$ -	0%
Transfers to Reserves			
Harbor	\$ 688,491	\$ -	0%
Load and Launch Ramp	-	-	0%
Total Transfer to Reserves	\$ 688,491	\$ -	0%
Total Expenditures & Transfers	\$ 5,897,497	\$ 3,203,435	54%
Net Revenues Over(Under) Expenditures	\$ 0	\$ 1,965,641	

FUND 100 - GENERAL FUND

REVENUE DETAIL BY LINE ITEM, SORTED BY TYPE

A/C Num.	Revenue Categories & Descriptions	FY23	FY24	FY25 YTD		FY25
		7/1/22 - 6/30/23	7/1/23 - 6/30/24	ACTUAL		7/1/24 - 6/30/25
		ACTUAL	ACTUAL	\$	%	BUDGET
0005	PROPERTY TAXES:					
4101	Real Prop Tax	3,703,173	4,256,321	4,925,909	127.0%	3,880,104
4102	Per Prop Tax	231,901	246,726	236,337	99.7%	236,982
4103	Motr Vehicle Tx	39,248	40,928	29,542	64.8%	45,581
4104	Prior Years Taxes	55,894	67,296	109,333	226.1%	48,363
4105	Pen/Int Prop Tx	42,898	34,684	7,465	86.4%	8,642
4107	Oil Tax	4,173	-	8,784	146.4%	6,000
	Total Property Taxes	4,077,288	4,645,956	5,317,370	125.8%	4,225,672
0010	SALES & USE TAXES:					
4201	Sales Tax	7,783,970	7,741,229	6,519,307	74.2%	8,789,131
4206	Remote Sales Tax	505,089	435,433	451,339	99.2%	455,000
4202	Cooperative Tax	24,752	24,504	24,743	103.5%	23,901
4203	Liquor License	-	35,250	-	0.0%	23,667
4205	Sales Tax Comm	3,000	4,000	3,000	69.2%	4,333
	Total Sales and Use Taxes	8,316,811	8,240,416	6,998,389	75.3%	9,296,032
0015	PERMITS & LICENSES:					
4301	Driveway Permit	2,436	2,000	1,965	89.5%	2,196
4302	Sign Permits	450	350	400	342.9%	117
4303	Building Permit	24,650	20,351	20,295	120.8%	16,800
4304	Peddler Permits	700	940	350	13.0%	2,693
4308	Zoning Fees	10,000	16,300	5,122	41.2%	12,442
4309	Row Permit	3,233	2,695	1,620	52.7%	3,075
4310	Marijuana Licenses	-	2,400	2,000	176.5%	1,133
4314	Taxi/chauffeurs/safety Inspec	1,505	1,785	1,976	60.5%	3,268
	Total Permits and Licenses	42,973	46,821	33,727	80.8%	41,723
0020	FINES & FORFEITURES:					
4401	Fines/Forfeit	3,118	3,989	1,967	23.5%	8,381
4402	Non Moving Fine	10,278	-	615	0.0%	-
	Total Fines and Forfeitures	13,396	3,989	2,582	30.8%	8,381
0025	USE OF MONEY:					
4801	Interest Income	118,721	343,825	(13,018)	0.0%	-
4802	Penalty/Interest	-	-	-	0.0%	-
	Total Use of Money	118,721	343,825	(13,018)	0.0%	-
0030	REVENUES-OTHER AGENCIES:					
4503	Prisoner Care	509,922	660,103	312,080	50.3%	619,938
4504	Borough 911	52,800	52,800	52,800	100.0%	52,800
4505	Police Sp Serv	149,617	38,000	-	0.0%	39,600
4510	Library E-Rate Discount	19,908	15,078	10,052	0.0%	-
4511	Pioneer Av Maint	34,000	34,000	34,000	100.0%	34,000
4527	PERS Revenue	167,686	183,118	-	0.0%	-
	Total Intergovernmental	933,932	983,099	408,932	54.8%	746,338
0035	CHARGES FOR SERVICES:					
4311	Library Cards	11	86	-	0.0%	-
4315	Project Administration Fee	1,380	-	-	0.0%	-
4316	Lid Application Fee	100	100	100	0.0%	-
4317	Lid Yearly Bill	13,567	10,259	6,191	31.5%	19,649

FUND 100 - GENERAL FUND						
REVENUE DETAIL BY LINE ITEM, SORTED BY TYPE						
A/C Num.	Revenue Categories & Descriptions	FY23	FY24	FY25 YTD		FY25
		7/1/22 - 6/30/23	7/1/23 - 6/30/24	ACTUAL		7/1/24 - 6/30/25
		ACTUAL	ACTUAL	\$	%	BUDGET
4516	Pw Equip & Serv	955	638	24,010	0.0%	-
4599	Pioneer Beautification	-	-	5	0.0%	-
4601	Ambulance Fees	283,609	274,001	277,730	107.2%	258,981
4603	Fire Contract - Kachemak City	112,513	126,656	151,857	135.0%	112,513
4607	Other Services	12,652	15,626	12,049	69.0%	17,465
	Camping	150,219	136,533	-	0.0%	-
4609	Animal Care Fee	7,650	-	-	0.0%	-
4610	Plans & Specs	3	200	100	0.0%	-
4611	City Clerk Fees	4,313	2,125	1,594	68.9%	2,314
4612	Publication Fee	100	-	-	0.0%	-
4613	Cemetery Plots	13,600	9,400	5,600	62.2%	9,000
4614	Community Recreation Fees	38,821	54,409	42,100	177.7%	23,686
4650	Rents & Leases	3,661	150	-	0.0%	205
4655	Pavillion Rental	2,425	1,711	718	36.8%	1,950
	Total Charges for Services	645,578	631,893	522,054	117.1%	445,762
0040	OTHER REVENUE:					
4901	Surplus Prop	67,613	35,000	29,119	0.0%	-
4902	Other Revenue	47,385	84,012	75,137	0.0%	-
	Total Other Revenues	114,998	119,012	104,256	0.0%	-
0045	AIRPORT TERMINAL REVENUES:					
4655	Airline Leases	152,817	150,576	130,035	99.3%	130,997
4656	Concessions	1,428	1,428	1,071	17.6%	6,069
4657	Car Rental	46,274	43,300	26,318	61.6%	42,706
4658	Parking Fees	31,164	24,064	15,563	68.8%	22,634
4660	Advertising	-	-	-	0.0%	-
	Total Airport	231,684	219,367	172,986	85.5%	202,406
	Total Before Operating Transfers	14,495,381	15,234,379	13,547,278	90.5%	14,966,315
0099	OPERATING TRANSFERS:					
4990	HART Transfer - Road/Trail Mtnc	907,807	907,807	-	0.0%	1,279,890
4992	Other Transfer	95,754	10,000	20,710	207.1%	10,000
4990	Draw on Fund Balance - Fire Positions	-	-	-	0.0%	92,061.24
4990	Draw on Fund Balance - Finance Position*	-	-	-	0.0%	
4990	Draw on Fund Balance - Balance Budget	-	-	-	0.0%	
4990	Draw on Fund Balance - Budget Amendments	-	-	-	0.0%	186,131.00
	Total Operating Transfers	1,003,561	917,807	20,710	1.3%	1,568,082
	Grand Total	15,498,942	16,152,185	13,567,988	82.1%	16,534,397
	Net Surplus (Deficit)	648,032	661,085	2,136,127		0

FUND TOTAL	100 - GENERAL FUND COMBINED EXPENDITURES					
A/C Num.	Expenditure Categories & Descriptions	FY23	FY24	FY25 YTD ACTUAL		FY25
		7/1/22 - 6/30/23	7/1/23 - 6/30/24			7/1/24 - 6/30/25
		ACTUAL	ACTUAL	\$	%	BUDGET
	Salaries and Benefits					
5101	Salary and Wages	5,657,121	5,753,619	4,723,685	70.8%	6,670,229
5102	Fringe Benefits	3,483,891	3,433,619	2,482,450	73.2%	3,389,273
5103	Part-time Wages	369,250	287,808	222,220	56.4%	394,357
5104	Part-time Benefits	100,564	167,546	98,891	72.4%	136,608
5105	Overtime	635,058	595,313	494,194	123.5%	400,093
5107	Part-time Overtime	12,894	5,181	3,270	29.3%	11,151
5108	Unemployment Benefits	2,928	1,676	1,109	0.0%	-
5112	PERS Relief	167,686	183,118	-	0.0%	-
	Total Salaries and Benefits	10,429,393	10,427,881	8,025,818	73.0%	11,001,711
	Maintenance and Operations					
5201	Office Supplies	44,141	45,402	30,799	64.2%	47,950
5202	Operating Supplies	284,810	346,384	217,416	58.1%	374,330
5203	Fuel and Lube	325,678	298,120	161,435	64.0%	252,300
5204	Chemicals	190,447	134,229	112	0.1%	222,600
5205	Ammunition	14,574	18,377	7,358	36.8%	20,000
5206	Food and Staples	36,307	38,424	31,364	71.0%	44,200
5207	Vehicle and Boat Maintenance	227,479	207,147	214,667	72.6%	295,500
5208	Equipment Maintenance	15,974	36,448	45,255	82.1%	55,125
5209	Building & Grounds Maintenance	76,739	76,352	37,580	36.2%	103,757
5210	Professional Services	796,681	755,016	720,935	72.5%	994,050
5211	Audit Services	33,885	121,846	90,104	75.9%	118,642
5213	Survey and Appraisal	20	4,350	7,359	56.6%	13,000
5214	Rents & Leases	94,413	123,939	88,058	44.8%	196,658
5215	Communications	231,461	244,761	170,753	78.3%	218,190
5216	Freight and Postage	21,204	35,274	20,076	136.6%	14,700
5217	Electricity	266,590	289,827	162,416	52.4%	309,971
5218	Water	18,244	21,934	17,403	72.1%	24,126
5219	Sewer	24,244	29,363	21,421	64.0%	33,457
5220	Refuse and Disposal	7,391	9,843	4,011	38.9%	10,300
5221	Property Insurance	55,522	72,338	78,816	100.0%	78,816
5222	Auto Insurance	43,673	49,420	46,149	96.6%	47,749
5223	Liability Insurance	117,923	118,449	189,623	95.4%	198,870
5224	Fidelity Bond	450	450	450	100.0%	450
5227	Advertising	26,152	32,521	15,397	35.1%	43,900
5228	Books	44,917	45,125	22,191	49.6%	44,750
5229	Periodicals	10,812	9,709	3,007	24.0%	12,550
5230	Audio Visual	16,230	17,462	8,407	51.0%	16,500
5231	Tools and Equipment	111,613	129,250	53,481	37.8%	141,445
5233	Computer Related Items	49,848	71,551	40,885	59.9%	68,200
5234	Record and Permits	798	807	226	22.6%	1,000
5235	Membership Dues	19,318	16,585	15,927	58.6%	27,170
5236	Transportation	48,328	5,687	6,882	0.0%	-
5237	Subsistence	31,047	4,593	3,431	0.0%	-
5238	Printing and Binding	3,213	4,272	2,583	18.7%	13,850
5242	Janitorial	-	-	-	0.0%	1,000
5244	Snow Removal	72,765	60,023	27,055	91.1%	29,700
5248	Lobbying	23,411	26,661	23,591	37.4%	63,000

FUND 100 - GENERAL FUND						
TOTAL COMBINED EXPENDITURES						
A/C Num.	Expenditure Categories & Descriptions	FY23	FY24	FY25 YTD		FY25
		7/1/22 - 6/30/23	7/1/23 - 6/30/24	ACTUAL		7/1/24 - 6/30/25
		ACTUAL	ACTUAL	\$	%	BUDGET
5251	Pioneer Beautification	1,571	1,203	-	0.0%	1,500
5252	Credit Card Expenses	6,298	2,728	2,342	99.7%	2,350
5280	Volunteer Incentives	32,970	36,543	14,964	38.4%	39,000
5282	City Hall Building Maintenance	10,524	12,901	10,293	102.9%	10,000
5283	Library Building Maintenance	22,865	22,675	4,404	17.6%	25,000
5284	Police Building Maintenance	8,422	2,983	5,589	53.2%	10,500
5285	Fire Building Maintenance	6,215	5,589	3,724	74.5%	5,000
5286	Old School Building Maintenance	754	-	-	0.0%	-
5287	Animal Control Building Maintenance	870	5,154	300	12.0%	2,500
5288	Old Police Building Maintenance	545	-	-	0.0%	-
5292	City Hall Motor Pool	328	8	50	7.2%	700
5293	Police Motor Pool	18,327	20,041	15,752	78.8%	20,000
5294	Fire Motor Pool	12,069	11,583	7,365	40.9%	18,000
5601	Uniform	38,387	58,863	48,194	71.0%	67,900
5602	Safety Equipment	25,340	34,489	22,616	56.6%	39,950
5603	Employee Training	110,778	215,259	151,351	48.9%	309,510
5604	Public Education	824	2,835	1,252	26.4%	4,750
5605	Sister Cities	-	3,962	310	0.0%	-
5611	ADA Compliance	-	-	-	0.0%	250
5614	Car Allowance	10,182	22,354	15,312	155.6%	9,842
5624	Legal Services	254,699	273,819	144,325	72.2%	200,000
5625	Impound Costs	4,202	1,385	733	12.2%	6,000
5626	Jail Laundry Services	-	-	-	0.0%	-
5627	Security	-	41,376	68,138	85.2%	80,000
5630	Haven House	14,000	14,000	-	0.0%	14,000
5632	Wellness Program	24,030	20,995	11,432	42.3%	27,000
5633	Phones	-	3,968	10,826	108.3%	10,000
5634	Networking	5,055	6,274	6,740	103.7%	6,500
5635	Software	54,272	50,979	60,666	86.1%	70,500
5636	Servers	10,129	21,317	15,371	102.5%	15,000
5639	Subscription Databases	-	8,952	17,369	73.9%	23,500
5801	Pratt Museum	69,000	79,000	79,000	100.0%	79,000
5804	Homer Chamber of Commerce	-	75,000	75,000	100.0%	75,000
5815	Parks & Recreation Board	189	1,475	1,000	66.7%	1,500
5830	Homer Foundation	25,000	25,000	25,000	100.0%	25,000
Total Maintenance and Operations		4,154,146	4,584,654	3,406,043	63.8%	5,337,558
Transfers						
5106	Leave Cash Out	122,629	221,360	-	0.0%	178,375
5990	Transfers To	144,742	257,206	-	0.0%	16,752
Total Transfers		267,371	478,566	-	0.0%	195,127
Total		14,850,910	15,491,101	11,431,861	69.1%	16,534,397

FUND 200 - UTILITY FUND						
REVENUE DETAIL BY LINE ITEM, SORTED BY TYPE						
A/C Num.	Revenue Categories & Descriptions	FY23	FY24	FY25 YTD ACTUAL		FY25
		7/1/22 - 6/30/23	7/1/23 - 6/30/24			7/1/24 - 6/30/25
		ACTUAL	ACTUAL	\$	%	BUDGET
Water Revenue						
Operating Revenue:						
	Metered Sales	1,915,984	2,245,909	1,852,422	79.7%	2,325,213
4661	Connection Fees	16,382	16,770	12,000	67.8%	17,696
4662	Services & Meters	33,625	39,996	21,963	63.7%	34,490
4663	In Lieu of City Sales Tax	459	477	558	0.0%	-
Total Operating Revenue		1,966,450	2,303,153	1,886,942	79.4%	2,377,399
Non- Operating Revenue						
4801	Interest on Investments	(1,235)	18,121	(117)	0.0%	-
4802	Penalty & Interest (Utilities)	6,061	7,780	7,947	213.8%	3,717
4527	PERS Revenue	17,448	20,767	-	0.0%	-
4990	Transfer from Fund Balance	-	-	-	0.0%	4,470
4992	Transfer from GF	91,734	103,000	-	0.0%	108,964
Total Non-Operating Revenue		114,009	149,668	7,829	6.7%	117,151
Total Water Revenue		2,080,459	2,452,820	1,894,771	76.0%	2,494,551
Sewer Revenue						
Operating Revenue						
	Metered Sales	1,829,631	1,987,374	1,508,872	69.1%	2,184,808
4619	Inspection Fees	-	-	-	0.0%	-
4662	Services & Meters	21,688	16,414	10,972	59.3%	18,509
4701	RV Dump Station	10,505	9,713	8,169	135.6%	6,024
Total Operating Revenue		2,100,139	2,013,501	1,528,013	69.2%	2,209,341
Non- Operating Revenue						
4527	PERS Revenue	14,139	17,229	-	0.0%	-
4990	Transfer from Fund Balance	238,315	-	-	0.0%	4,471
Total Non-Operating Revenue		252,454	17,229	0	0.0%	4,471
Total Sewer Revenue		2,352,593	2,030,730	1,528,013	69.0%	2,213,812
Total Operating Revenue		4,066,589	4,316,653	3,414,956	74.5%	4,586,740
Total Non-Operating Revenue		366,462	166,897	7,829	6.4%	121,622
Total Water & Sewer Revenues		4,433,052	4,483,550	3,422,785	72.7%	4,708,362
Net Surplus (Deficit)		(534,349)	526,865	797,655		0

FUND 200 - UTILITY FUND						
WATER COMBINED EXPENDITURES						
A/C Num.	Expenditure Categories & Descriptions	FY23	FY24	FY25 YTD		FY25
		7/1/22 - 6/30/23	7/1/23 - 6/30/24	ACTUAL		7/1/24 - 6/30/25
		ACTUAL	ACTUAL	\$	%	BUDGET
Salaries and Benefits						
5101	Salary and Wages	611,373	679,114	560,740	74.0%	757,671
5102	Fringe Benefits	391,189	431,416	306,292	73.8%	415,051
5103	Part-time Wages	18,937	-	9,859	221.7%	4,447
5104	Part-time Benefits	2,036	-	1,202	237.6%	506
5105	Overtime	31,469	41,047	29,083	61.6%	47,187
5107	Part-time Overtime	-	-	433	0.0%	-
5108	Unemployment Benefits	-	-	-	0.0%	-
5112	PERS Relief	17,448	20,767	-	0.0%	-
Total Salaries and Benefits		1,072,453	1,172,343	907,610	74.1%	1,224,861
Maintenance and Operations						
5201	Office Supplies	907	3,095	1,023	58.5%	1,750
5202	Operating Supplies	164,158	52,639	27,647	13.0%	212,850
5203	Fuel and Lube	36,173	39,372	24,167	79.0%	30,600
5204	Chemicals	165,691	197,903	126,623	84.4%	150,000
5207	Vehicle and Boat Maintenance	556	368	532	106.3%	500
5208	Equipment Maintenance	33,201	40,773	4,521	9.7%	46,550
5209	Building & Grounds Maintenance	7,786	5,022	1,665	21.6%	7,700
5210	Professional Services	54,650	49,829	30,542	46.6%	65,500
5211	Audit Services	6,656	23,934	17,699	83.4%	21,234
5213	Survey and Appraisal	1,200	1,200	1,200	100.0%	1,200
5215	Communications	16,657	20,823	13,570	150.8%	9,000
5216	Freight and Postage	450	187	-	0.0%	6,500
5217	Electricity	224,992	249,410	145,764	58.5%	249,291
5221	Property Insurance	11,263	13,386	14,582	100.0%	14,582
5222	Auto Insurance	12,898	13,820	14,884	100.0%	14,885
5223	Liability Insurance	2,649	4,853	10,104	91.2%	11,080
5226	Testing and Analysis	15,580	23,696	14,813	74.1%	20,000
5227	Advertising	1,505	-	-	0.0%	1,000
5231	Tools and Equipment	7,588	6,648	1,428	15.2%	9,400
5233	Computer Related Items	678	410	-	0.0%	750
5234	Record and Permits	200	-	-	0.0%	250
5235	Membership Dues	976	925	1,315	131.5%	1,000
5236	Transportation	680	-	-	0.0%	-
5237	Subsistence	945	-	-	0.0%	-
5248	Lobbying	-	-	-	0.0%	1,000
5252	Credit Card Expenses	17,436	14,042	20,622	82.5%	25,000
5602	Safety Equipment	2,702	589	167	10.8%	1,553
5603	Employee Training	4,637	11,791	7,555	57.4%	13,150
5606	Bad Debt Expenses	8,821	3,054	4,876	40.6%	12,000
5608	Debt Repayment - Interest	1,639	4,353	1,686	0.0%	-
Total Maintenance and Operations		803,274	782,122	486,984	52.5%	928,324
Transfers						
5106	Leave Cash Out	63,736	7,414	-	0.0%	5,611
5241	GF Admin Fees	-	-	-	0.0%	-
5990	Transfers To	376,780	124,780	-	0.0%	335,754
Total Transfers		440,515	132,194	-	0.0%	341,365
Total		2,316,242	2,086,659	1,394,595	55.9%	2,494,551

FUND	200 - UTILITY FUND					
SEWER	COMBINED EXPENDITURES					
A/C Num.	Expenditure Categories & Descriptions	FY23	FY24	FY25 YTD		FY25
		7/1/22 - 6/30/23	7/1/23 - 6/30/24	ACTUAL		7/1/24 - 6/30/25
		ACTUAL	ACTUAL	\$	%	BUDGET
Salaries and Benefits						
5101	Salary and Wages	511,437	571,394	480,267	74.6%	643,401
5102	Fringe Benefits	318,783	350,524	251,521	72.7%	346,198
5103	Part-time Wages	5,652	5,070	11,499	69.0%	16,659
5104	Part-time Benefits	625	531	1,301	69.6%	1,869
5105	Overtime	20,150	26,261	19,721	77.7%	25,375
5107	Part-time Overtime	-	-	217	0.0%	-
5108	Unemployment Benefits	-	-	-	0.0%	-
5112	PERS Relief	14,139	17,229	-	0.0%	-
Total Salaries and Benefits		870,785	971,009	764,525	74.0%	1,033,502
Maintenance and Operations						
5201	Office Supplies	731	3,587	818	74.3%	1,100
5202	Operating Supplies	159,612	43,059	19,345	32.9%	58,800
5203	Fuel and Lube	21,275	26,570	21,548	71.8%	30,000
5204	Chemicals	77,446	86,319	72,054	94.8%	76,000
5207	Vehicle and Boat Maintenance	246	466	423	169.3%	250
5208	Equipment Maintenance	35,685	23,216	7,667	17.4%	44,000
5209	Building & Grounds Maintenance	1,345	2,216	3,626	95.4%	3,800
5210	Professional Services	82,810	46,488	68,681	39.9%	172,000
5211	Audit Services	6,656	23,934	17,699	83.4%	21,234
5214	Rents & Leases	-	-	-	0.0%	-
5215	Communications	6,527	10,550	8,434	153.3%	5,500
5216	Freight and Postage	-	541	-	0.0%	6,500
5217	Electricity	289,421	293,998	159,171	46.2%	344,494
5218	Water	662	822	482	59.6%	809
5219	Sewer	692	854	482	59.6%	810
5221	Property Insurance	16,942	22,701	24,718	100.0%	24,718
5222	Auto Insurance	12,898	13,820	14,884	100.0%	14,885
5223	Liability Insurance	2,112	4,014	8,690	91.2%	9,529
5226	Testing and Analysis	7,352	5,077	2,360	36.3%	6,500
5227	Advertising	-	-	-	0.0%	1,250
5231	Tools and Equipment	3,418	3,348	916	19.1%	4,800
5233	Computer Related Items	-	-	-	0.0%	-
5234	Record and Permits	7,920	7,941	7,920	88.0%	9,000
5235	Membership Dues	1,165	476	1,450	207.1%	700
5236	Transportation	1,007	-	-	0.0%	-
5237	Subsistence	483	-	-	0.0%	-
5248	Lobbying	-	-	-	0.0%	1,000
5252	Credit Card Expenses	17,436	14,112	21,321	106.6%	20,000
5601	Uniform	300	400	-	0.0%	500
5602	Safety Equipment	2,956	640	2,523	95.2%	2,650
5603	Employee Training	6,945	15,969	799	4.9%	16,400
5606	Bad Debt Expenses	(518)	290	-	0.0%	2,500
Total Maintenance and Operations		763,523	651,408	466,010	53.0%	879,728
Transfers						
5106	Leave Cash Out	13,020	8,355	-	0.0%	6,605
5241	GF Admin Fees	-	-	-	0.0%	-
5990	Transfers To	1,003,831	239,253	-	0.0%	293,977
Total Transfers		1,016,851	247,608	-	0.0%	300,582
Total		2,651,159	1,870,025	1,230,535	55.6%	2,213,812

FUND 400 - PORT & HARBOR ENTERPRISE FUND
REVENUE DETAIL BY LINE ITEM, SORTED BY TYPE

A/C Num.	Revenue Categories & Descriptions	FY23	FY24	FY25 YTD		FY25
		7/1/22 - 6/30/23	7/1/23 - 6/30/24	ACTUAL		7/1/24 - 6/30/25
		ACTUAL	ACTUAL	\$	%	BUDGET
0600	HARBOR ADMINISTRATION					
4515	Ferry Lease	18,000	18,000	18,000	100.0%	18,000
4650	Rents & Leases	597,344	625,649	421,972	84.4%	500,000
	Operating Revenue - Admin	615,344	643,649	439,972	84.9%	518,000
4527	PERS Revenue	32,821	40,694	-	0.0%	-
4634	Port Storage Fee	207,662	172,016	176,741	183.8%	96,164
4635	Port Impound Fee	816	2,017	1,020	0.0%	-
4705	Business Licenses	20	30	35	0.0%	-
4801	Interest On Investments	73,468	140,244	(8,168)	0.0%	-
4901	Surplus Property	2,187	-	1,220	0.0%	-
4902	Other Revenue	11,189	(0)	-	0.0%	-
4990	Transfers In	-	-	-	0.0%	26,572
	Non-Operating Revenue - Admin	328,162	355,001	170,848	139.2%	122,736
0601	HARBOR					
4245	Waste Oil Disp	1,079	-	200	0.0%	-
4249	Oil Spill Recovery	-	-	-	0.0%	-
4318	Parking Revenue	158,725	178,961	143,612	63.8%	225,000
4319	Electrical Supplies	1,449	1,014	381	16.0%	2,380
4402	Non Moving Fine	100	12,219	6,161	77.0%	8,000
4624	Berth Transient Monthly	716,742	748,679	497,385	69.0%	720,640
4625	Berth Reserved	1,628,043	1,779,007	1,935,876	105.9%	1,828,236
4626	Berth Transient Annual	325,749	361,422	269,947	81.1%	332,805
4627	Berth Transient Semi Annual	132,878	152,941	60,219	38.5%	156,364
4628	Berth Transient Daily	159,413	170,279	114,475	74.0%	154,599
4629	Metered Energy	140,575	146,080	94,908	106.1%	89,472
4644	Pumping	-	-	122	0.0%	-
4645	Wooden Grid	4,089	4,912	5,506	113.9%	4,833
4646	Commerical Ramp	49,562	65,949	36,442	66.3%	55,000
4647	Berth Wait List	15,082	13,425	6,066	48.1%	12,623
4648	Steel Grid Fees	6,969	2,605	-	0.0%	8,000
4654	Spit Camping	35,018	208,244	141,556	128.7%	110,000
4663	Trans Energy 110v	34,863	45,349	23,466	54.9%	42,746
4664	Trans Energy 220v	20,569	29,451	14,054	48.9%	28,744
4665	Trans Energy 208v	204,723	193,837	112,280	70.5%	159,228
4666	Commerical Ramp Wharfage	41,055	67,069	44,646	111.6%	40,000
	Operating Revenue - Harbor	3,676,683	4,181,443	3,507,301	88.2%	3,978,670
4802	Penalty/Int	7,797	14,884	13,724	211.1%	6,500
4902	Other Revenue	66,923	67,272	54,013	89.8%	60,167
	Non-Operating Revenue - Harbor	74,720	82,156	67,737	101.6%	66,667
0602	PIONEER DOCK					
4631	USCG Leases	38,976	40,495	30,149	97.9%	30,796
4637	Seafood Wharfage-PD	-	-	-	0.0%	-
4638	PD Fuel Wharfage	198,654	193,311	155,682	72.5%	214,809
4639	Pioneer Dock - Wharfage	-	-	-	0.0%	-
4641	PD Water Sales	9,291	6,908	4,203	40.0%	10,500
4642	PD Docking	39,991	45,052	37,893	82.4%	46,000

FUND 400 - PORT & HARBOR ENTERPRISE FUND

REVENUE DETAIL BY LINE ITEM, SORTED BY TYPE

A/C Num.	Revenue Categories & Descriptions	FY23	FY24	FY25 YTD		FY25
		7/1/22 - 6/30/23	7/1/23 - 6/30/24	ACTUAL		7/1/24 - 6/30/25
		ACTUAL	ACTUAL	\$	%	BUDGET
	Operating Revenue - Pioneer Dock	286,911	285,767	227,928	75.4%	302,106
0603	FISH DOCK					
4620	Ice Sales	243,997	341,209	195,957	73.7%	265,742
4621	Cold Storage	22,319	24,603	23,586	94.3%	25,000
4622	Crane Rental	203,818	201,470	131,872	69.3%	190,306
4623	Card Access Fees	6,144	5,933	3,125	54.8%	5,700
4637	Seafood Wharfage	20,530	24,621	15,258	88.1%	17,324
4700	Other Wharfage Fish Dock	9,945	68	-	0.0%	9,843
	Operating Revenue - Fish Dock	506,754	597,903	369,798	72.0%	513,915
4206	Fish Tax	116,236	78,772	122,599	189.9%	64,562
0604	DEEP WATER DOCK					
4633	Stevedoring	49,565	9,834	14,488	120.7%	12,000
4637	Seafood Wharfage	-	-	-	0.0%	-
4640	Deep Water Dock Wharfage	152,709	8,402	30,160	64.7%	46,651
4643	Deep Water Dock Docking	121,387	113,278	109,344	109.3%	100,000
4668	Dwd Water Sales	41,651	20,424	35,970	119.9%	30,000
4672	Port Security Revenues	-	-	-	0.0%	-
	Operating Revenue - DW Dock	365,311	151,937	189,962	100.7%	188,651
0605	OUTFALL LINE					
4704	Outfall Line	4,800	4,800	4,800	100.0%	4,800
0606	FISH GRINDER					
4706	Fish Grinder	6,803	10,393	6,460	87.4%	7,390
0615	LOAD AND LAUNCH RAMP					
4653	L & L Ramp Revenue	120,243	145,410	61,672	47.4%	130,000
	Operating Revenue - L & L Ramp	120,243	145,410	61,672	47.4%	130,000
	Total Revenues	6,101,967	6,537,231	5,169,076	87.6%	5,897,497
	Net Surplus (Deficit)	1,317,606	742,125	1,965,641		0

FUND 400 - PORT & HARBOR ENTERPRISE FUND						
COMBINED EXPENDITURES						
A/C Num.	Expenditure Categories & Descriptions	FY23	FY24	FY25 YTD		FY25
		7/1/22 - 6/30/23	7/1/23 - 6/30/24	ACTUAL		7/1/24 - 6/30/25
		ACTUAL	ACTUAL	\$	%	BUDGET
	Salaries and Benefits					
5101	Salary and Wages	1,200,096	1,379,157	1,157,494	74.5%	1,552,986
5102	Fringe Benefits	197,813	884,305	594,488	68.0%	873,798
5103	Part-time Wages	171,551	122,103	104,875	56.7%	184,933
5104	Part-time Benefits	19,895	14,232	12,299	53.1%	23,173
5105	Overtime	29,798	29,580	26,726	67.8%	39,439
5107	Part-time Overtime	164	460	365	9.4%	3,879
5108	Unemployment Benefits	-	4,932	1,606	0.0%	-
5112	PERS Relief	32,821	40,694	-	0.0%	-
	Total Salaries and Benefits	1,652,138	2,475,462	1,897,852	70.9%	2,678,207
	Maintenance and Operations					
5201	Office Supplies	6,257	4,040	3,225	68.6%	4,700
5202	Operating Supplies	21,809	26,337	25,038	96.3%	26,000
5203	Fuel and Lube	43,534	49,017	32,483	89.5%	36,300
5204	Chemicals	-	4,408	2,133	35.6%	6,000
5207	Vehicle and Boat Maintenance	18,002	33,396	13,535	54.1%	25,000
5208	Equipment Maintenance	69,361	62,505	38,164	49.6%	77,000
5209	Building & Grounds Maintenance	56,517	40,523	60,321	90.0%	67,000
5210	Professional Services	51,240	19,760	13,914	38.1%	36,500
5211	Audit Services	16,196	47,868	35,398	83.4%	42,468
5213	Survey and Appraisal	-	17,500	-	0.0%	12,500
5214	Rents & Leases	3,716	4,563	4,103	58.6%	7,000
5215	Communications	8,840	12,981	9,685	96.9%	10,000
5216	Freight and Postage	1,492	2,028	511	9.3%	5,500
5217	Electricity	649,413	654,842	376,081	46.8%	803,495
5218	Water	85,913	138,976	115,823	126.5%	91,528
5219	Sewer	11,977	12,383	9,284	58.3%	15,919
5220	Refuse and Disposal	52,883	52,288	25,219	39.8%	63,300
5221	Property Insurance	88,108	106,791	116,336	100.0%	116,336
5222	Auto Insurance	9,740	10,907	11,950	103.7%	11,522
5223	Liability Insurance	77,367	86,006	100,515	122.8%	81,843
5226	Testing and Analysis	-	4,073	3,140	44.9%	7,000
5227	Advertising	4,345	6,888	2,806	40.1%	7,000
5228	Books and Subscriptions	107	-	-	0.0%	-
5231	Tools and Equipment	17,252	5,214	13,517	72.3%	18,700
5233	Computer Related Items	2,459	-	1,751	0.0%	-
5234	Record and Permits	-	-	950	23.7%	4,000
5235	Membership Dues	7,435	6,085	6,707	95.8%	7,000
5236	Transportation	12,464	2,201	4,575	114.4%	4,000
5237	Subsistence	8,765	663	901	22.5%	4,000
5238	Printing and Binding	3,993	282	-	0.0%	3,500
5248	Lobbying	21,245	20,803	17,200	41.0%	42,000
5249	Oil Spill Response	-	-	-	0.0%	1,000
5250	Camera Area Network	7,094	2,423	11,780	65.4%	18,000
5252	Credit Card Expenses	101,699	132,100	98,664	76.5%	129,000
5256	Waste Oil Disposal	18,691	39,136	23,062	51.2%	45,000
5258	Float and Ramp Repairs	43,986	15,624	4,739	19.0%	25,000

FUND 400 - PORT & HARBOR ENTERPRISE FUND COMBINED EXPENDITURES						
A/C Num.	Expenditure Categories & Descriptions	FY23	FY24	FY25 YTD ACTUAL		FY25
		7/1/22 - 6/30/23	7/1/23 - 6/30/24			7/1/24 - 6/30/25
		ACTUAL	ACTUAL	\$	%	BUDGET
5287	Electrical Supplies	1,010	-	-	0.0%	2,100
5601	Uniform	5,986	11,574	2,590	22.5%	11,500
5602	Safety Equipment	5,880	7,360	9,457	63.0%	15,000
5603	Employee Training	5,681	32,999	13,011	31.7%	41,000
5606	Bad Debt Expenses	35,622	58,210	49,693	165.6%	30,000
5608	Debt Payment-Interest	4,665	16,800	-	0.0%	-
5614	Car Allowance	-	-	1,600	0.0%	-
5624	Legal Services	-	4,388	-	0.0%	100,000
5627	Security	-	-	1,689	67.5%	2,500
5635	Software	134	3,200	2,902	72.6%	4,000
5637	Diving Services	16,045	30,945	-	0.0%	8,500
5638	Signage Parking Delineation	18,065	37,294	41,132	132.7%	31,000
	Total Maint. and Operations	1,614,987	1,825,381	1,305,583	62.1%	2,100,713
	C/O and Transfers					
5106	Leave Cash Out	57,406	73,867	-	0.0%	49,513
5241	GF Admin Fees	-	-	-	0.0%	-
5990	Transfers To	1,459,829	1,420,397	-	0.0%	1,069,064
	Total Others	1,517,235	1,494,263	-	0.0%	1,118,577
	Total	4,784,361	5,795,106	3,203,435	54.3%	5,897,497

**Fund 154 - Police Station DSF
Reconciliation**

	FY 22 Actual	FY 23 Actual	FY 24 Actual	FY 25 YTD	FY 26 Projection
Beginning Balance	832,489	1,213,963	1,621,766	2,032,027	2,779,723
Revenue					
Sales Tax	776,974	802,803	804,262	685,637	
Remaining Budgeted Sales Tax				243,623	804,262
Interest Income	-	-	-	84,765	
Transfers	-	-	-	131,170	
Total Revenue	776,974	802,803	804,262	1,145,195	804,262
Expenditures					
Debt Payment - Principal	210,000	220,000	230,000	245,000	255,000
Debt Payment - Interest	185,500	175,000	164,000	152,500	140,250
Total Expenditures	395,500	395,000	394,000	397,500	395,250
Change in Net Assets	381,474	407,803	410,262	747,695	409,012
Ending Balance	1,213,963	1,621,766	2,032,027	2,779,723	3,188,735
Principal Outstanding	3,500,000	3,280,000	3,050,000	2,805,000	2,550,000
Accrued Interest	1,059,250	884,250	720,250	567,750	427,500
Total Needed for Prepayment (5/1/30)	4,559,250	4,164,250	3,770,250	3,372,750	2,977,500
Funding Difference	(3,345,287)	(2,542,484)	(1,738,223)	(593,027)	211,235

Optional Prepayment: The Municipal Bond principal installments due on or after May 1, 2030 are subject to prepayment in whole or in part at the option of the Borough on any date on or after May 1, 2030, at a price of 100% of the principal amount thereof to be prepaid, plus accrued interest to the date of prepayment.



MEMORANDUM

Request for Authorization to Allow the ADA Advisory Board to seek Recommendations on Possible Accessibility Options and Solutions for the Homer Harbor Floats.

Item Type: Action
Prepared For: Mayor Lord and City Council
Meeting Date: April 28, 2025
From: Renee Krause, ADA Coordinator
Through: Melissa Jacobsen, City Manager

Background

At their November 14, 2024 regular meeting the ADA Advisory Board moved to submit a formal request to City Council for authorization to allow members to pursue information in regards to accessibility options for the Homer Harbor Float system.

Memorandum CC-25-010 was presented to the City Council at their regular meeting on January 13, 2025 requesting authorization to issue a Request for Information for ADA accessibility improvement conceptual design and approximate budget costs to assist in developing a ADA Accessibility Improvements Project for the Floats in the Homer Small Boat Harbor to include in the Capital Improvement Plan. No budget was requested with the exception of the advertising costs.

The intent is to advertise the Request for Information and send to various companies and organizations, such as design schools that may be interested in providing conceptual solutions to providing safe, reliable and alternative accessibility options in addition to the ADA compliant access that is currently offered within the Homer Harbor.

The Council referred the request back to the ADA Advisory Board for additional clarifying information and this was conducted at their February meeting and approved at their April 10, 2025 regular meeting.

Recommendation

Approve and Authorize the City Manager to issue the proposed Request for Information for Homer Small Boat Harbor ADA Accessibility Improvements.

Attachments

Memorandum CC-25-010
Excerpt of City Council approved minutes for January 13, 2025
Request for Information documents.



AGENDA ITEM REPORT

Request for Authorization to Allow the ADA Advisory Board to seek Recommendations on Possible Accessibility Options and Solutions for the Homer Harbor Floats.

Item Type: Action
Prepared For: Mayor Lord and City Council
Meeting Date: January 2, 2025
From: Renee Krause, ADA Coordinator
Through: Melissa Jacobsen, City Manager

Background

In August 2023 Boardmember Lepley proposed and the ADA Advisory Board agreed to submit a new Capital Improvement Plan (CIP) project for an ADA Accessible Platform Lift/Elevator at Ramp 7 in the Homer Small Boat Harbor. This project was not included because it didn't address the extreme tidal and winter conditions that are experienced at the Homer Harbor. The ADA Advisory Board was recommended to work with Harbor personnel to refine the project and come up with alternatives that could provide the accessibility to the float system.

The ADA Advisory Board met with the Port Director and Deputy Harbormaster in May 2024 and discussed possible solutions and difficulties the Homer Harbor experiences that other ports and harbor don't. The Board continued to meet through September and worked to refine a CIP submission, however were unable to develop a proposal for the 2025-2030 CIP

At their November 14, 2024 regular meeting the ADA Advisory Board moved to submit a formal request to City Council for authorization to allow members to pursue information in regards to accessibility options for the Homer Harbor Float system.

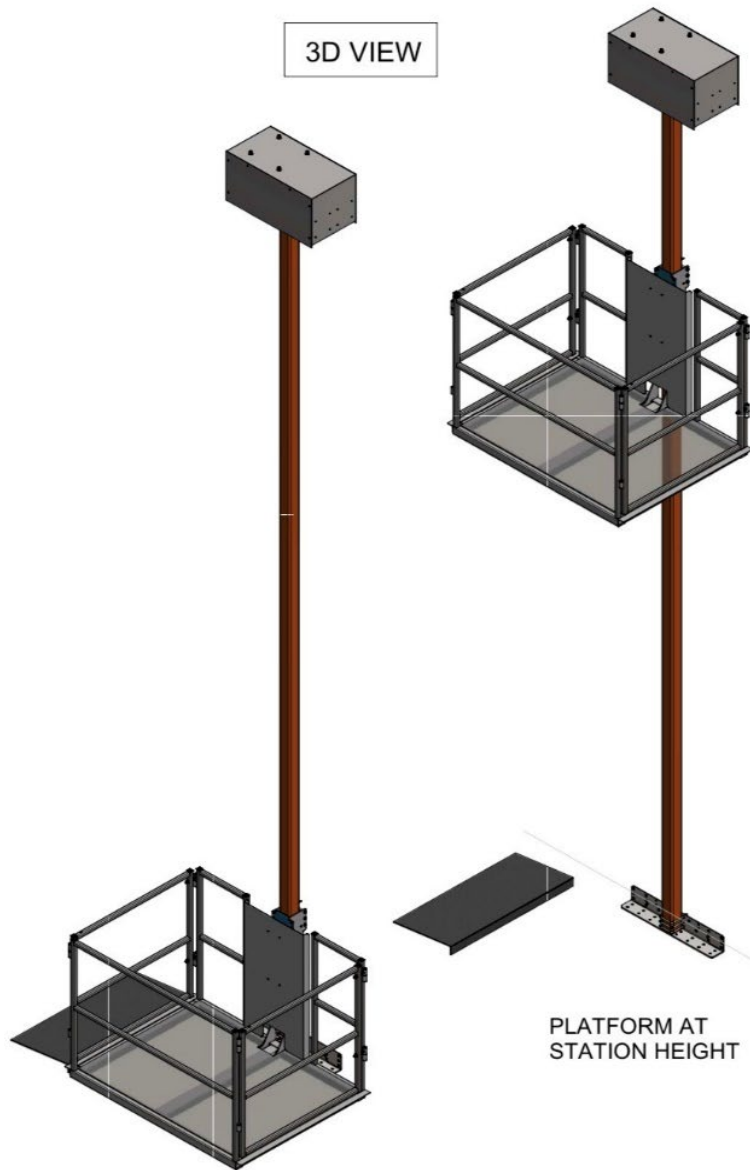
Recommendation

Approve request to authorize the members of the ADA Advisory Board to research options for accessibility solutions for the Homer Harbor Float System.

Attachments

2023 Capital Improvement Plan Proposed Project
Approved Minutes from the August 10, 2023 Meeting
Approved Minutes from the May 9, 2024 Meeting
Approved Minutes from the June 13, 2024 Meeting
Approved Minutes from the August 8, 2024 Meeting
Approved Minutes from the September 12, 2024 Meeting
Unapproved Meeting Minutes for November 14, 2024

3D VIEW



PLATFORM AT
STATION HEIGHT

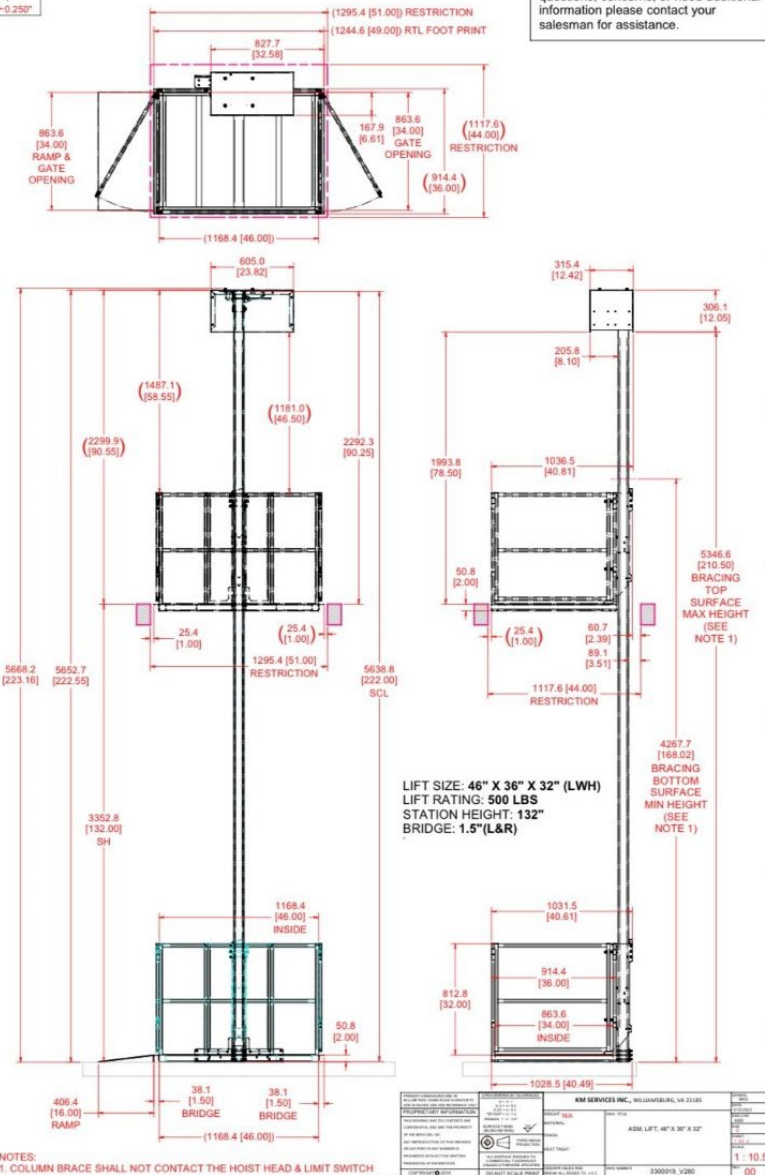
PLATFORM AT
FLOOR LEVEL

KIM SERVICES INC., WILLIAMSBURG, VA 23185

GENERIC TALL LIFT DRAWING-1TONNE HOIST MOTOR



Sample drawings shown may not exactly match your requirements. If you have questions, concerns, or need additional information please contact your salesman for assistance.



LIFT SIZE: 48" X 36" X 32" (LWH)
LIFT RATING: 500 LBS
STATION HEIGHT: 132"
BRIDGE: 1.5" (L&R)

5346.6 [210.50]
TOP SURFACE
MAX HEIGHT
(SEE NOTE 1)

4267.7 [168.02]
BRACING
BOTTOM SURFACE
MIN HEIGHT
(SEE NOTE 1)

KIM SERVICES INC., WILLIAMSBURG, VA 23185		DATE: 01/11/2017	BY: J. KIM
PROJECT: 00000000000000000000		SCALE: 1" = 10.5'	00
LIFT: 48" X 36" X 32"		00	

City of Homer Capital Improvement Plan Project Nomination Form

Project eligibility

- A. Does the proposed project represent a major, nonrecurring expense (\$25,000 or more for non-profit organizations; \$50,000 or more for government organizations)? ☒ YES ☐ NO
- B. Will the proposed project result in a fixed asset (e.g., land, major equipment, building or other structure, road or trail) with an anticipated life of at least two years? ☒ YES ☐ NO
- C. Will the project provide broad community benefit? ☒ YES ☐ NO

If you were able to answer YES to all three questions, please provide the following additional information:

ADA Advisory Board

Jim Lepley

Organization submitting the nomination form

Contact name

Contact phone number

1. Project title (Suggested heading in CIP):

ADA Accessible Platform Lift/Elevator Ramp 7 - Homer Small Boat Harbor

2. Project description and benefit. Describe the project in half a page or less, including specific features, stages of construction, etc. Explain how the project will benefit the Homer community.

This project would provide accessible access to the floating dock at Ramp 7 from the parking lot level during all tidal stage levels. Installation of the platform lift/elevator ramp system would provide safe, ADA access to one of Homer's premier assets - Kachemak Bay. It would benefit all who use the Harbor, workers, residents and visitors by providing ADA access no matter what the tide levels were for the day. It is believed that this addition to the Harbor would provide the highest level of amenities and a great source of pride for the community.

3. Plans and progress. Describe in one or two paragraphs what has been accomplished so far. This may include feasibility study, conceptual design, final design/engineering/permitting, fundraising activity, and total funds raised to date.

Two companies provide the equipment and provided conceptual design. It should be noted that the Canadian company has provided the Lift system at Pier 39 in San Fransisco.

Affordable Lifts 147 Mill Ridge Road, Suite 232 Lynchburg, VA 24502 (757)892-3665

Garaventa Lift 18920 36th Surrey BC Canada V3Z 0P6 (800)663-6556

4. Project cost:

A. TOTAL COST (including funds already secured) = \$ ^{100,000.00}_____

B. For construction projects, break out preconstruction costs (feasibility/design/permitting):

Preconstruction costs = \$ ^{15,000.00}_____ Construction costs = \$ ^{85,000.00}_____

5. Timeline: Indicate when you hope to complete each phase of the project.

Summer 2024/2025

6. Attach a quality digitized photo, drawing, map, or other graphic image of your project with your nomination form submission.



Contact Us  1 800 663 6511 [Privacy - Terms](#)

1. CALL TO ORDER, 5:00 P.M.

Session 23-06 a Regular Meeting of the ADA Advisory Board was called to order by Vice Chair Joyanna Geisler at 5:06 p.m. on August 10, 2023 from the Cowles Council Chambers, City Hall, located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom webinar.

PRESENT: BOARD MEMBERS GEISLER, LEPLEY, PARSONS, SAFRA, THORSRUD

STAFF: ADA COORDINATOR KRAUSE, DEPUTY CITY CLERK PETTIT

2. AGENDA APPROVAL

PARSONS/SAFRA MOVED TO APPROVE THE AGENDA

There was brief discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

3. PUBLIC COMMENTS ON ITEMS ALREADY ON THE AGENDA (3 Minute Time limit)

Pat Case, city resident, commented on the lack of auditory signal at the crossing lights on Sterling Highway. Pat noted that there are two crosswalks, and there is no auditory signal at either light, thus they cannot be considered ADA compliant. He also stated that the Poopdeck Trail is in "major need of a redo." He suggested putting that forward as one of the Capital Improvement Plan projects.

Fred Agee, city resident, praised the Board on how well of a job they do.

4. RECONSIDERATION

5. APPROVAL OF THE MINUTES

5. A. Unapproved Meeting Minutes

Unapproved Regular Meeting Minutes for July 13, 2023

LEPLEY/PARSONS MOVED TO APPROVE THE MINUTES.

There was no discussion on the motion to approve the minutes.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

6. A. Unapproved Meeting Minutes

Unapproved Regular Meeting Minutes for June 8, 2023

LEPLEY/PARSONS MOVED TO APPROVE THE MINUTES AS MODIFIED.

Mr. Parsons thanked the Clerk's office for correcting the section that Pat had mentioned. There was no other discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

6. VISITORS/PRESENTATIONS

7. STAFF & COUNCIL REPORT(S)/COMMITTEE REPORT(S)

7. A. ADA Coordinator Report ADA 23-018

ADA Coordinator Krause reviewed her report that was included in the packet. Ms. Krause informed the Board that building maintenance at the airport expects to start constructing the new ADA compliant restroom at the airport around September or October. Ms. Krause also noted that the China Poot personal use subsistence fishing was extended. She also let the Board know that trail site audits have been scheduled for next Thursday and Friday to finish, if needed. It was also stated that Board member Sorter turned in her resignation due to a family emergency.

7. B. ADA Advocacy Efforts Report

Board member Safra explained that she is still trying to meet with Brad at the Chamber in regards to an event to help create disability tourism in Homer. She's coordinated with Jan Knudson at the visitor center, but as it is, there's no working title for the event yet. The date will be set for some time in October. The chamber is still trying to decide whether it will be a luncheon or an evening mixer. Ms. Knudson has suggested the community church be the location for the event due to the fact that it's accessible. The goal of the event is to promote disability tourism in Homer, to create a section of the Homer Visitor's Guide for accessible businesses, and to also make businesses more accessible at an affordable cost. Ms. Safra also noted that Maggie Winston with the ILC will be giving a presentation about ableism.

There was brief discussion clarifying event details.

Board member Parsons issued a report on the ILC barbeque on July 26th. More than 50 people attended to enjoy lawn games and food. A highlight from the event was Pat Case leading about 20 people on a walk that went down the All Persons Trail. Pat then guided the group down Hazel Street to near the library where it crosses to the post office. There, the group had a long discussion about all the ADA absent or missing curb ramps, and how that affects people of all ages and abilities. Mr. Parsons noted that he's received word that Jan Keiser has asked engineering to take a critical look at

putting in a crosswalk and at least make a sharp right turn to reduce vehicular speed. Mr. Parsons stated that it was a fantastic advocacy event that led to direct action very quickly.

There was brief discussion.

8. PUBLIC HEARING(S)

9. PENDING BUSINESS

9. A. ADA Advisory Board Strategic Plan and Goals Draft v4 – Review and Approve
Memorandum ADA 23-019

ADA Coordinator Krause noted that Chair Aderhold didn't recommend any further changes on the Strategic Plan, and opened the floor to anyone who had any changes or amendments to offer.

PARSONS/LEPLEY MOVED TO ADOPT THE STRATEGIC PLANS AND GOALS AND FORWARD TO CITY COUNCIL FOR APPROVAL

There was brief discussion from a few of the members thanking Ms. Krause for the changes that she had made. Board member Thorsrud inquired with Ms. Krause about how long it would ideally take to implement these changes. Ms. Krause informed Ms. Thorsrud that Title 21 will be re-written within the next six months or so. She added that the City is hoping to have draft building code within the next year or two.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

9. B. ADA Transition Plan for Facilities Update – Review and Adopt
Memorandum ADA 23-020

ADA Coordinator Krause stated that Board member Aderhold has requested that the memorandum be forwarded to all commissions and the Library Advisory Board once approved by the Board and City Council. Ms. Aderhold also suggested to leave the group as a "Compliance Committee" in the first sentence under Self-Evaluation Process, or alternatively use the words "Advisory Board." Ms. Aderhold noted under the load and launch ramp to add in "Harbor" to designate where it's at. The last suggestion was to delete the "and" and capitalize the "T" to make it a sentence in the section that reads "and this building." Ms. Aderhold added another comment that the HERC 2 is "unoccupied and slated for demolition" rather than "used by Public Works Maintenance Staff."

Board member Thorsrud asked for clarification whether ADA issues for employees are covered separately. Ms. Krause informed her that was correct, they're similar but dependent upon what accommodations are necessary for the employees.

Vice Chair Geisler asked if the issue of training would be under “Implementation of the Training Plan.” Ms. Krause voiced that would be a good spot for it.

Mr. Parsons asked about 2019-2020 being struck through under “Baycrest Overlook” and whether that inferred that those dates were going to go away or that portions of it had been completed. Ms. Krause confirmed that portions of it had been completed, and that the completion of it was scheduled for this year. She reassured Mr. Parsons that the dates won’t be removed for historical purposes.

There were no further recommendations or questions.

PARSONS/LEPLEY MOVED TO ADOPT THE UPDATED FACILITIES TRANSITION PLAN AND FORWARD TO CITY COUNCIL FOR APPROVAL.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

9. C. ADA Transition Plan for Parks, Play Areas & Campgrounds – Review and Adopt
Memorandum ADA 23-021

ADA Coordinator Krause proposed either postponing the matter to the October Regular Meeting or approving the memo with the ranking and the timeline dates. Mr. Parsons added that he would prefer the group wait in order to see what the rankings are and what the timeline is looking like. Ms. Krause noted that doing so will hold the Facilities Transition Plan due to the fact that she would like to present them together.

Ms. Krause then reviewed the recommendations from Ms. Aderhold. Ms. Geisler suggested to insert “remove the barrier” in line 154 and strike out “make is accessible.” Ms. Krause then reviewed the insertion of “and” before “developed” in line 160. Ms. Aderhold then suggested putting a space between lines 163 and 164, lines 167 and 168, and lines 178 and 179 to help delineate the paragraphs.

There was further discussion for some clarifications.

Mr. Parsons made a comment about universally designed picnic tables, Ms. Krause said she could address it and put in on the next agenda.

SAFRA/PARSONS MOVED TO POSTPONE THE ADA TRANSITION PLAN FOR PARKS, PLAY AREAS AND CAMPGROUNDS UNTIL THE BOARD RECEIVES THE REPORT.

There was no discussion.

VOTE: NON OBJECT: UNANIMOUS CONSENT

Motion carried.

9. D. City of Homer Draft 2024-2029 Capital Improvement Plan
Memorandum from Special Projects & Communications Coordinator

Vice Chair Geisler introduced the item by reading the title and then the group discussed which projects each individual felt should receive the highest priority.

PARSONS/LEPLEY MOVED TO ASSIGN KAREN HORNADAY PARK PUBLIC RESTROOMS AS THE BOARD'S FIRST RECOMMENDATION, A COMBINATION OF REMOVING PARKING AND PAVEMENT ACCESSIBILITY BARRIERS AT CITY FACILITIES AND THE CITY HALL PARKING IMPROVEMENT AS THE BOARD'S SECOND RECOMMENDATION, AND THE FISHING LAGOON ACCESSIBILITY RAMP AND PLATFORM AS THE BOARD'S THIRD RECOMMENDATION.

There was no discussion.

VOTE: NON OBJECT: UNANIMOUS CONSENT

Motion carried.

There was brief discussion related to adding a barrier removal project at the library parking lot to the Capital Improvement Plan.

PARSONS/LEPLEY MOVED TO RECOMMEND INCLUSION OF THE REGRADE AND REPAVE HOMER PUBLIC LIBRARY PARKING IN THE CAPITAL IMPROVEMENT PLAN.

There was no discussion.

VOTE: NON OBJECT: UNANIMOUS CONSENT

Motion carried.

10. NEW BUSINESS

11. INFORMATIONAL MATERIALS

11. A. ADA Board Annual Calendar 2023

Mr. Lepley agreed to present at the next City Council Meeting on August 14, 2023.

PARSONS/LEPLEY MOVED TO HAVE A SPECIAL MEETING FOR THE ADA ADVISORY BOARD ON SEPTEMBER 7TH AT 5:00PM.

There was brief discussion.

VOTE: NON OBJECT: UNANIMOUS CONSENT

Motion carried.

- 11. B. City Manager's Report
CM Report for July 24, 2023 City Council Meeting
- 11. C. City Newsletter 2023
August Newsletter
- 11. D. Disaster Resilience Tool Kit

12. COMMENTS OF THE AUDIENCE

Pat Case, city resident, suggested that someone follow in regards to the public funding for the Fishing Hole that was on the Capital Improvement Plan last year. He also relayed some complaints to the Board about the dirt and lipping that is occurring on the Beluga Slough Trail, and how this presents a hazard for those using the trail.

13. COMMENTS OF THE STAFF

ADA Coordinator Krause addressed the comment from Mr. Case in regards to the funding for the Fishing Hole. She stated the Public Works looked into the funding and that three different designs were presented for the Fishing Hole. The City is now in the process of trying to work with the State and Fish & Game in hopes of receiving some federal grants and funding.

14. COMMENTS OF THE MAYOR/COUNCIL MEMBER (If Present)

14. COMMENTS OF THE BOARD

Board Member Thorsrud addressed Mr. Case in regards to the front Pioneer Avenue entrance to the University of Alaska Anchorage/Kenai Peninsula College. Maintenance with the college assured the Board that the school will need to get involved if anything is going to be done. Additionally, maintenance noted that the doors aren't designed for ADA compliance. Ms. Thorsrud thanked the Board, audience, and staff for a good meeting.

Board Member Safra thanked the Board and the staff, as well as thanking Pat Case for always attending meetings and providing his input.

Board Member Parsons thanked the Board, staff, and audience for a good meeting.

Vice Chair Geisler thanked everyone for a good meeting.

15. ADJOURNMENT

There being no further business to come before the Board, Vice Chair Geisler adjourned the meeting at 6:55 p.m. There will be a special meeting on September 7, 2023 at 5:00 p.m., and the next regular meeting is Thursday, October 12, 2023 at 5:00 p.m. All meetings are scheduled to be held in City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, 99603 and via Zoom webinar.



Zach Pettit, Deputy City Clerk I

Approved: Sept. 7, 2023

CALL TO ORDER

Session 24-03 a Regular Meeting of the ADA Advisory Board was called to order by Acting Chair Christine Thorsrud at 4:04 p.m. on May 9, 2024 from the Cowles Council Chambers, City Hall, located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom webinar.

PRESENT: BOARD MEMBERS LEPLEY, PARSONS, THORSRUD, SAFRA, VENUTI

ABSENT: BOARD MEMBER GEISLER (EXCUSED)

STAFF: ADA COORDINATOR KRAUSE
DEPUTY HARBORMASTER GLIDDEN
PORT DIRECTOR HAWKINS

AGENDA APPROVAL

VENUTI/LEPLEY MOVED TO APPROVE THE AGENDA AS PRESENTED.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

PUBLIC COMMENTS ON ITEMS ALREADY ON THE AGENDA (3 Minute Time limit)

Pat Case, city resident, commented on the Transition Plan regarding sidewalks and combining them within the Transition Plan. He believed it would be a bad idea and that they should stay with roads and believed that there is a lot of change regarding sidewalks in Homer and they should be kept separate.

RECONSIDERATION

VISITORS/PRESENTATIONS

APPROVAL OF THE MINUTES

A. Unapproved Special Meeting Minutes for February 8, 2024

LEPLEY/VENUTI MOVED TO APPROVE THE MINUTES FOR FEBRUARY 8, 2024 AS PRESENTED.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

STAFF & COUNCIL REPORT(S)/COMMITTEE REPORT(S)

A. ADA Training and Community Conversation Event Report - Boardmember Venuti

Boardmember Venuti reported on the event that was conducted at the Kachemak Bay College Campus regarding hearing impaired and deaf etiquette and assistive technology availability. She noted the availability of closed captioning and assistive technology for city meetings and plans for upgrading the city's equipment in the near future. Ms. Venuti reported speaking with a gentleman regarding his experiences and related he reported having difficulties with voting as he was unsure where his ballot went.

Boardmember Safra expressed her appreciation that Boardmember Venuti attended. She then reported on the State level inability with regards to hearing impaired and assistive technology.

Boardmember Venuti responded to questions regarding new equipment that the city would be implementing. She then noted that she would be asking for a worksession on ADA by Council.

B. Community Awareness on ADA Compliance Project Status Update Report

Acting Chair Thorsrud commented on previous issues that were previously brought forward with the Kachemak Bay College Campus and local businesses.

Boardmember Venuti commented on the difficulty opening the lower lobby doors and local banking facilities.

Boardmember Safra commented that she is about ready to give up as she is finding it very difficult to get the interest of the Chamber to have a seminar on ADA compliance for the local businesses and the potential revenue that compliance and accessibility would bring to the business and community.

Discussion points made by Boardmembers included the following:

- Cruise Ships
- Possible outlets are a Letter to the Editor regarding accessibility;
- Airport improvements;
- Improvements at the College;
- Parking on the Spit
 - o Improvements and delineations
 - o Reducing the Speed Limit
 - o Crosswalks
 - o Safest place to walk in Homer
- Local businesses inaccessibility points

C. Monthly ADA Coordinator Report - April/May 2024
Memorandum ADAB-24-003 from ADA Coordinator as backup

Acting Chair Thorsrud introduced the item and deferred to ADA Coordinator Krause.

Ms. Krause reviewed Memorandum ADA-24-003 for the Board. She noted that Ordinance 24-21 was being introduced to re-appropriate funding for the Airport Terminal Sidewalk Replacement Project since other funding was used for the restroom project.

PUBLIC HEARING(S)

PENDING BUSINESS

- A. Capital Improvement Plan - ADA Harbor Ramp Lift Project
Discussion with Port and Harbor Staff

Acting Chair Thorsrud introduced the item and deferred to Port Director Hawkins. Deputy Harbormaster Glidden was unable to stay for the meeting due to a prior commitment and left prior to this item on the agenda.

A project for a chair/person lift on a ramp in the small boat harbor to provide better accessibility was discussed in depth with difficulties noted, specifically the severe tides that are not typically experienced by other ports/harbors in most locations. Deputy Harbormaster Glidden has been researching the alternatives. The Board and Port Director shared ideas and will come back to a future meeting with some proposed solution to submit for the Capital Improvement Plan before September.

NEW BUSINESS

- A. City Trail Transition Plan Appendix Draft
Memorandum ADAB-24-004 from ADA Coordinator as backup.

Acting Chair Thorsrud introduced the item and deferred to Ms. Krause.

Ms. Krause reviewed the memorandum and noted that the Board did not review Karen Hornaday Park Trail or Calhoun Trail. She further requested assistance matching photos to the trails to pinpoint the issues identified as this will better assist the Parks Maintenance Coordinator in repair.

Boardmember Parsons offered to work with Ms. Krause on matching up the photos.

The Board agreed on the week of the June 17th being good for the majority to attend the Trails Site Audits and Ms. Krause will coordinate with Parks Maintenance Coordinator.

Further discussion ensued on the viability of performing a Site Audit for the Karen Hornaday Park Trail but that it would be extremely difficult to bring that perimeter trail into compliance with the steep slope and Ms. Krause noted that the City has a minimum amount of trails that are maintained and

while there are currently no adopted, mandatory regulations requiring the city to have ADA accessible trails it is requested that there should be a percentage that are accessible.

The Board agreed by consensus to remove that trail from the audit and added the upper Poopdeck Trail since that was a heavily used public trail.

B. Amending the Meeting Time to Fill Vacancy on the Board

Acting Chair Thorsrud introduced the item and deferred to ADA Coordinator Krause

Ms. Krause reviewed her memorandum and reported that at the end of the last meeting it was noted that this subject could be brought forward if there were no applicants over the next several weeks since it was indicated that there were some interested people. The Clerk's Office has received no applications and believes this is because of the meeting time. While it may be advantageous to have an earlier meeting time for some of the members on the Board, it does not allow members of the working demographic to participate or those with young families. She was requesting the Board to consider the time change in order to attract applicants.

The Board weighed in on the amendment of the meeting time from 4:00 p.m. to 5:00 p.m. with a split in the preference. Boardmember Venuti did not want to keep staff past 5:00 p.m. due to the workload.

Boardmember Lepley preferred the earlier time but could meet at the later time as well.

Boardmember Parsons expressed preference for the later meeting time due to his children getting out of school later today noting it was difficult getting to this meeting only five minutes late.

Boardmember Safra commented that if the meeting time was amended they might get applications from the demographic that represents families with children or younger persons which would be a benefit to the work of the Board.

The Board agreed by consensus to postpone this item to the next meeting.

INFORMATIONAL MATERIALS

A. City of Homer Newsletter for April 2024

B. City Manager's Report for City Council April 22, 2024

COMMENTS OF THE AUDIENCE

Pat Case, city resident, blessed Port Director Hawkins' grant application. He then said that he would like to recruit on behalf of the ADA Advisory Board to fill their vacancy after declining to apply for the vacancy himself stating that he has more freedom attending the meetings as a member of the public.

Mr. Case reported that the HAP Loop project has been passed and noted that a cross walk at SVT to Ben Walters Sidewalk and at Lake Street are needed.

COMMENTS OF THE STAFF

COMMENTS OF THE BOARD

Boardmember Safra welcomed Boardmember Venuti and thanked Mr. Case for always attending the meetings.

Boardmember Lepley expressed his appreciation and thanked Port Director Hawkins for attending the meeting and working with them on presenting a project that will be able to fit the Homer Harbor and that will be able to showcase in the Chambers welcome information.

Boardmember Thorsrud expressed her appreciation for everyone's work and efforts.

Boardmember Parsons expressed his thanks for everyone's work and Port Director Hawkins for taking the Board's efforts seriously on the accessibility project and bringing information to them.

ADJOURNMENT

There being no further business to come before the Board, Acting Chair Thorsrud adjourned the meeting at 5:42 p.m. The next regular meeting is Thursday, June 13, 2024 at 4:00 p.m. All meetings are scheduled to be held in City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, 99603 and via Zoom webinar.

RENEE KRAUSE, MMC, ACTING CITY CLERK

Approved:_____

CALL TO ORDER

Session 24-04 a Regular Meeting of the ADA Advisory Board was called to order by Chair Christine Thorsrud at 4:00 p.m. on June 13, 2024 from the Cowles Council Chambers, City Hall, located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom webinar.

PRESENT: BOARD MEMBERS LEPLEY, PARSONS, THORSRUD, SAFRA, VENUTI, O'BRIEN

ABSENT: BOARD MEMBER GEISLER (EXCUSED)

STAFF: ADA COORDINATOR KRAUSE, PARKS MAINTENANCE COORDINATOR FELICE

AGENDA APPROVAL

SAFRA/VENUTI MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

PUBLIC COMMENTS ON ITEMS ALREADY ON THE AGENDA (3 Minute Time limit)

Pat Case, city resident, welcomed Mr. O'Brien and reported that he did contact the High School counselor and she was going to put a list of potential interested candidates together so the next time there was a vacancy they may already have a list to select from.

RECONSIDERATION

VISITORS/PRESENTATIONS

APPROVAL OF THE MINUTES

A. Unapproved Special Meeting Minutes for May 9, 2024

VENUTI/LEPLEY MOVED TO ACCEPT THE MINUTES FOR MAY 09, 2024 AND INCLUDE IN THE RECORD.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

STAFF & COUNCIL REPORT(S)/COMMITTEE REPORT(S)

A. Monthly ADA Coordinator Report - June 2024

Chair Thorsrud introduced the item and deferred to ADA Coordinator Krause.

Ms. Krause noted that there was not much to report and provided an update on the Airport Sidewalk Replacement Project, the Resolution to award the work will be on the June 17, 2024 Special Meeting agenda for approval.

B. Quarterly Public Works Director Update

Chad Felice, Parks Maintenance Coordinator reported that he was attending the meeting to provide a report on projects that are ADA related. Public Works Director Kort was currently starting his vacation. He noted that they are currently in the process to put a project scope of work together to issue the bid packet and the final designs for the Bayview Park project to put it out to bid.

Chair Thorsrud inquired if there was any problems, concerns with communications or working with the Board or ADA issues.

Mr. Felice responded that there were no concerns at this time and if any questions he usually spoke with Ms. Krause as the city's ADA Coordinator or Councilmember Aderhold but now that he has met the other members and Council member Venuti he feels comfortable reaching out to the Board if needed.

PUBLIC HEARING(S)

PENDING BUSINESS

A. Trail Site Audits

Ms. Krause explained the actions requested from the Board regarding performance of the trails site audits for Calhoun and Upper Poopdeck and was requesting feedback on availability of members for next week. After a brief discussion by Board members it was determined the Tuesday, June 18th from 9-noon starting at Upper Poopdeck worked best for the majority of the members that were interested in taking part in the activity.

Mr. Felice confirmed that he will pick up copies of the paperwork from Ms. Krause.

Boardmember Safra volunteered to take the photos and Boardmember O'Brien offered to take the notes.

Boardmember Parsons noted on the draft trails transition plan, the slopes are in percentage and degrees and it would be preferred to have it all in percentages. He reported that the Lower Lucky Shot Trail has some pretty steep slopes.

Mr. Felice reported that he would contact Aaron Yeaton, GIS Technician at Public Works who has an electronic device that can determine the slopes and cross slopes.

Boardmember Safra advocated for more than what was required when it came to amenities such as picnic tables or benches. She explained that they could do better by providing more than the requirement.

B. Capital Improvement Plan Projects Discussion

Acting Chair Thorsrud introduced the item and deferred to ADA Coordinator Krause.

Ms. Krause explained that these are the ADA related projects for the upcoming Capital Improvement Plan and the Board is being requested to review and make sure the language and description is appropriate.

There were no comments on the projects included in the packet.

Discussion by the Board covered the following:

- Chair Lift for the Small Boat Harbor; and
- Contacting the State Congressional representatives on what they could propose to facilitate the transfer of those with mobility issues to the floats; and
- Having Port & Harbor make access a priority issue; and
- Costs for the projects should not make the City hesitate to ask for the appropriation; and
- Various options that could be employed to make the harbor more accessible since they are considering to expand the Harbor.

This will be an ongoing subject for the Board's consideration and may be on future agendas.

NEW BUSINESS

A. Chair and Vice Chair Elections

Acting Chair Thorsrud introduced the item by reading of the title and deferred to Ms. Krause.

Ms. Krause explained the process that the Clerk's Office has used over the years and noted that the office of Vice Chair is filled first then the Office of Chair. She noted that a second is not required and members can nominate themselves if desired.

Acting Chair Thorsrud called for nominations for vice chair.

Board member Venuti nominated Board member Lepley.

Boardmember Lepley responded that he was willing but would be out of town for several meetings attending via Zoom.

Hearing no further nominations Acting Chair Thorsrud closed the nominations.

Boardmember Lepley was congratulated on his election to the Vice Chair and then opened the floor for nominations of Chair.

Boardmember Parsons nominated Boardmember Venuti.

Boardmember Venuti declined stating that she would like to remain as a member, will report at the Council meetings but did not want to sit as chair.

Boardmember Venuti nominated Boardmember Thorsrud noting that she conducted the last two meetings and did very well.

Boardmember Thorsrud questioned Boardmember Parsons if Boardmember Geisler would serve as chair if she were nominated.

Ms. Krause responded that Ms. Geisler would decline the nomination if she was present and Boardmember Parsons concurred.

Vice Chair Lepley hearing no further nominations closed nominations and congratulated Ms. Thorsrud turning the meeting back over to Chair Thorsrud.

INFORMATIONAL MATERIALS

- A. 2024 Annual Calendar
- B. City Manager's Report for June 10, 2024 City Council Meeting

Boardmember Parson stated that he was interested in a Spit parking update; having free parking in the area between the Seafarer's Memorial and the boardwalk, and accessible parking equity issues regarding paying to park even for accessible parking, stating there are not many free spaces and it may be worth having a discussion.

COMMENTS OF THE AUDIENCE

Pat Case, city resident, commented on culture, ask the question, "How can we do it better?" He wanted to comment on crosswalks, since sidewalks and benches are being addressed, noting Heath Street was in design, and the benefits of creating a crosswalk from the Post Office to the Library would be a safety factor for pedestrians and he wanted assurance that it is included in the project. He then commented on the East End Road and Lake Street crosswalks, which are state owned and maintained roads but noted a discussion he had with Department of Transportation and the grant that they may have funding through that grant. Mr. Case believed he may need a resolution of support from the Board and Council but will let them know.

COMMENTS OF THE STAFF

Parks Maintenance Coordinator Felice expressed his appreciation for the Board and if they needed anything in the future just let him know or let Renee know and she can forward the request to him.

ADA Coordinator Krause thanked everyone for a great meeting and welcomed Boardmember O'Brien.

COMMENTS OF THE BOARD

Boardmember Parsons commented that he was a member of the Kenai Peninsula Borough Safety Committee and noted the recent meetings, another public meeting is scheduled for September, the Homer Culture and when to schedule meetings. He mentioned that they were seeking members of the public to be actively engaged with the group and he did submit Mr. Case's name. Mr. Parson's reported that a former city planner Beth McKibben is chairing the group so she is really familiar with Homer.

Boardmember Lepley welcomed Boardmember O'Brien and expressed his appreciation for the confidence in being nominated for Vice Chair.

Boardmember O'Brien thanked everyone and asked questions regarding taking notes during the audits on Tuesday.

Ms. Krause responded that she will provide the forms and tools needed and Mr. Felice will pick them up.

Boardmember Safra expressed her appreciation to Mr. Case stating that he inspires her for all he does and he is not a member of the Board per se, but he has attended every meeting since she has been appointed, so Thank you. She then welcomed Boardmember O'Brien and congratulated Boardmembers Thorsrud and Lepley stepping up and taking on the leadership. Ms. Safra expressed looking forward to working with Mr. Felice and working with the other Boardmembers on the trail audits next week.

ADJOURNMENT

There being no further business to come before the Board, Chair Thorsrud adjourned the meeting at 5:42 p.m. The next regular meeting is Thursday, July 11, 2024 at 4:00 p.m. All meetings are scheduled to be held in City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, 99603 and via Zoom webinar.

RENEE KRAUSE, MMC, ACTING CITY CLERK

Approved: _____

CALL TO ORDER

Session 24-04 a Regular Meeting of the ADA Advisory Board was called to order by Chair Christine Thorsrud at 4:00 p.m. on August 8, 2024 from the Cowles Council Chambers, City Hall, located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom webinar.

PRESENT: BOARD MEMBERS LEPLEY, PARSONS, THORSRUD, VENUTI, O'BRIEN, GEISLER

ABSENT: BOARDMEMBER SAFRA (EXCUSED)

STAFF: CITY CLERK/ADA COORDINATOR KRAUSE
SPECIAL PROJECTS & COMMUNICATIONS COORDINATOR CARROLL

AGENDA APPROVAL

VENUTI/LEPLEY MOVED TO APPROVE THE AGENDA AS PRESENTED

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

PUBLIC COMMENTS ON ITEMS ALREADY ON THE AGENDA (3 Minute Time limit)

RECONSIDERATION

VISITORS/PRESENTATIONS

APPROVAL OF THE MINUTES

A. Unapproved Special Meeting Minutes for July 11, 2024

LEPLEY/VENUTI MOVED TO ACCEPT THE MINUTES FOR JULY 11, 2024.

There was a brief recess to allow members to read the minutes that were provided in the supplemental packet.

Chair Thorsrud called the meeting back to order and asked if there was any changes or corrections to the minutes. None were offered.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

STAFF & COUNCIL REPORT(S)/COMMITTEE REPORT(S)

A. Monthly ADA Coordinator Report – August 2024

Chair Thorsrud introduced the item and deferred to ADA Coordinator Krause.

Ms. Krause provided clarification on the omission of the Harbor Access Project was staff was unavailable to attend the meeting, the trail transition plan is on hold at this time due to the lack of time to devote to the final drafting of the document. Hopefully by the first of October they will be fully staffed again in the Clerk's Office.

Ms. Krause facilitated a brief discussion on locations that available positions with the city are advertised noting that it was handled by the Personnel Director and topics for the joint worksession with City Council that the ADA Board would like to have Council direction or input on.

PUBLIC HEARING(S)

PENDING BUSINESS

A. Nick Dudiak Lagoon Ramp and Fishing Platform Funding

Ms. Krause provided her report and the Board discussed the following:

- advocacy and how to promote the project to get more awareness
 - o Funding is limited since there is no boat access so applicable grants that were thought to be applicable are not.
 - o Candidate support for upcoming elections
 - o Bringing the issue forward to the Assembly representative
 - o Tourism
- It would be beneficial to have the City Lobbyist work on House Bill 287 for the next legislative session.
- How does the Homer Harbor Expansion Project affect the Fishing Lagoon
 - o The City will probably review the impacts and how this would affect the lagoon
 - o Corps of Engineers may review the effects
- How would that project effect Accessibility and ADA Compliance
- Data collection on sport fishing from Alaska Department of Fish & Game

NEW BUSINESS

A. Joint Worksession with City Council Topics for Discussion

The Board discussed at length and determined the following topics should be submitted for the Joint Worksession with City Council:

- Homer Harbor Accessible Ramp Project – Request for Proposals
- Authorize ADA Board to work with the Port & Harbor Staff to perform research access availability

- issue a challenge to college engineering departments or other entities that could provide ADA access solutions
- Include the Harbor Lift project in the Capital Improvement Plan
- City to embrace above and beyond ADA regulations and or compliance
 - How we discuss ADA regulations to include all ages and abilities
 - Such as picnic tables should ALL be accessible
- Public Transit with City Funds or Match
- Heath Street Renovation Project Status
- Ownership and Renovation of Pioneer Avenue into a walkable pedestrian friendly environment

B. Accessible/Disabled Parking on the Homer Spit

Memorandum CC-24-150 from Councilmembers Lord and Aderhold

Chair Thorsrud announced the topic and requested input from Ms. Krause

Ms. Krause reviewed the memorandum and the requested actions from the Board.

Discussion ensued on the following:

- Two schools of thinking
 - Accessible parking should be free no matter where its located
 - Accessible parking should be available but not necessarily free in a paid parking lot
- Tone of response when filing a complaint with the Harbor
 - Form letter distributed to complainant
- Failure to keep accessible parking spots available
 - Work around to being able to park in those spaces
 - No way to adequately police the parking spaces
- Parking on the Spit in the summer is horrendous
- All shops/Boardwalks are required to have accessible parking
- Enforcement
- Examples of Accessible Parking at large public venues, theme park, etc.
- Have more than the required accessible parking spots

INFORMATIONAL MATERIALS

- A. 2024 Annual Calendar
- B. City Manager's Report for July 22, 2024 City Council Meeting

COMMENTS OF THE AUDIENCE

COMMENTS OF THE STAFF

COMMENTS OF THE BOARD

Boardmember Parsons expressed that they had some really good topics to dig into and it was a long meeting but great.

Boardmember Geisler commented that it was a good meeting and noted that they have some work to do hoping that they “stick to their issues” as “guns” may get them in trouble. She noted that she comments frequently to people over the last couple of years that this is the most productive and great use of their time, wonderful individual members that she enjoys working with and regardless of her role. She appreciates working with everyone.

Boardmember Venuti commented being proud of Kristin Faulkner winning two gold medals at the Olympics and viewing a lot of young kids on bicycles. She added comments regarding interest in availability of homes in Homer, bicycle trails. Ms. Venuti congratulated Renee on moving into the City Clerk position and maintaining the ADA Board and will remind everyone to be mindful of staff time as she does a lot for us.

Boardmember O’Brien confirmed the date and time for the Joint Worksession with Council and the Special Meeting for the ADA Board.

Boardmember Lepley commented on the proposed CIP project and noted that the Port & Harbor Commission is a force to be reckon with and it may be expensive but it shouldn’t be millions of dollars but believe that it could be accomplished if we put our minds together and think about it.

ADJOURNMENT

There being no further business to come before the Board, Chair Thorsrud adjourned the meeting at 5:40 p.m. The next regular meeting is Thursday, October 18, 2024 at 4:00 p.m. A Special Meeting is scheduled for Thursday, September 12, 2024 at 5:00 p.m. All meetings are scheduled to be held in City Hall Conference Room located upstairs at 491 E. Pioneer Avenue, Homer, Alaska, 99603 and via Zoom webinar.

RENEE KRAUSE, MMC, CITY CLERK

Approved:_____

CALL TO ORDER

Session 24-06 a Special Meeting of the ADA Advisory Board was called to order by Chair Christine Thorsrud at 4:00 p.m. on September 12 2024 from the Cowles Council Chambers, City Hall, located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom webinar.

PRESENT: BOARD MEMBERS PARSONS, THORSRUD, VENUTI, O'BRIEN, GEISLER

ABSENT: BOARDMEMBERS LEPLEY, SAFRA (EXCUSED)

STAFF: CITY CLERK/ADA COORDINATOR KRAUSE

AGENDA APPROVAL

VENUTI/GEISLER MOVED TO APPROVE THE AGENDA AS PRESENTED

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

PUBLIC COMMENTS ON ITEMS ALREADY ON THE AGENDA (3 Minute Time limit)

Pat Case, city resident, commented on the Transportation Plan and requested the Board to prioritize this plan, claiming that in his opinion the first submittal was not suitable and addressed the important things the community desired. He then announced that the audible signals were installed and Homer is finally entering into the 21st century.

RECONSIDERATION

VISITORS/PRESENTATIONS

Comprehensive Plan Update and Survey Review - Shelly Wade Agnew::Beck Consulting

Ms. Wade introduced herself and provided a summary background of the project and company.

Ms. Wade presented on the updated timeline, survey results and facilitated discussion on the following:

- Growth scenarios
- Early January first draft document
- March Final Draft document
- Phase 2 encompasses the Title 21 Zoning Code Update

- Timeline was shifted by three months to allow for preparation of the different scenarios

APPROVAL OF THE MINUTES

- A. Unapproved Regular Meeting Minutes for August 8, 2024

GEISLER/VENUTI MOVED TO APPROVE THE MINUTES FOR AUGUST 8, 2024

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

STAFF & COUNCIL REPORT(S)/COMMITTEE REPORT(S)

- A. Monthly ADA Coordinator Report – September 2024

Chair Thorsrud introduced the item and deferred to ADA Coordinator Krause.

Ms. Krause reported on the Site Audit conducted by the State on the Homer Airport and will provide an update on that with the Board when received.

PUBLIC HEARING(S)

PENDING BUSINESS

- A. Capital Improvement Plan Proposed Project 2026-2031 CIP Draft -
Accessible Passenger Elevator/Gangway for the Homer Harbor

Chair Thorsrud introduced the topic by reading the title and defer to Boardmember Lepley to open the discussion.

Port Director Hawkins and Deputy Harbormaster Glidden attended the meeting and facilitated discussion on possible solutions and shared an information sheet on a piece of equipment that may offer a solution called the Super Trac noting that the device is an option that would be usable for Ramp #3, cost is \$25,000 and will still require Staff Assistance to use.

Port Director Hawkins reported on the upcoming Port Conference in October and will be connecting with other cities to see if they can provide possible solutions. He then noted that a grant has been applied for to redo the float systems, in the project is replacement of Ramps 1-2, 4-6-7-8 and Federal Requirement is 88 feet for replacement so those new ramps. He will look into accessible options if any are available.

Board members expressed appreciation for the continued efforts of the Harbor Staff.

B. Accessible Parking on the Homer Spit

Chair Thorsrud introduced the topic and deferred to ADA Coordinator Krause.

Ms. Krause reviewed the 'parking requirements and facilitated discussion on parking on the spit, accessible parking at various boardwalks and that the city did not control all the areas. Some of the areas were the land owners, and or the state.

Port Director Hawkins responded to current policy and processes were entirely within requirements and the difficulty in maintaining "free" accessible spots and how people are getting around paying so they charge everyone.

NEW BUSINESS

A. Transportation Plan – Review and Comment

Memorandum ADAB-24-021 from Community Development Director as backup.

Chair Thorsrud introduced the topic and deferred to ADA Coordinator Krause.

Ms. Krause reviewed the memorandum in the packet and requested input from the Board on recommendations to City Council. She facilitated discussion on the following:

- Additional time to fully review the document
- A few language choices that could be amended
- There are many next steps or items to be developed but no direction as to how or who is to make sure those are done such as staff, department or even a task force to oversee that those items are developed.
 - o Develop a traffic calming program.
 - o Develop a Complete Streets – All Ages Policy
- Wayfinding should be included within the action plan

INFORMATIONAL MATERIALS

A. 2024 Annual Calendar

B. City Manager's Report for September 9, 2024 City Council Meeting

There was brief discussion on the Library Grant received, Hazard Mitigation meeting with staff.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE STAFF

Julie Engebretsen reported on the information provided at the meeting held at the college and hoped that Boardmember Parsons was able to answer any questions.

Boardmember Parsons stated that the Board is passing with a recommendation to create the Task Force or Committee to address the items in the plan that are action items.

COMMENTS OF THE BOARD

Boardmember Parsons commented on the path forward and working with the Harbor on parking.

Chair Thorsrud expressed her appreciation for everyone work.

Boardmember Venuti appreciated the meeting and will provide a report to Council on their discussion at this table.

ADJOURNMENT

There being no further business to come before the Board, Chair Thorsrud adjourned the meeting at 5:57 p.m. The next regular meeting is Thursday, October 10, 2024 at 4:00 p.m. All meetings are scheduled to be held in City Hall Conference Room located upstairs at 491 E. Pioneer Avenue, Homer, Alaska, 99603 and via Zoom webinar.

RENEE KRAUSE, MMC, CITY CLERK/
ADA COORDINATOR

Approved:_____



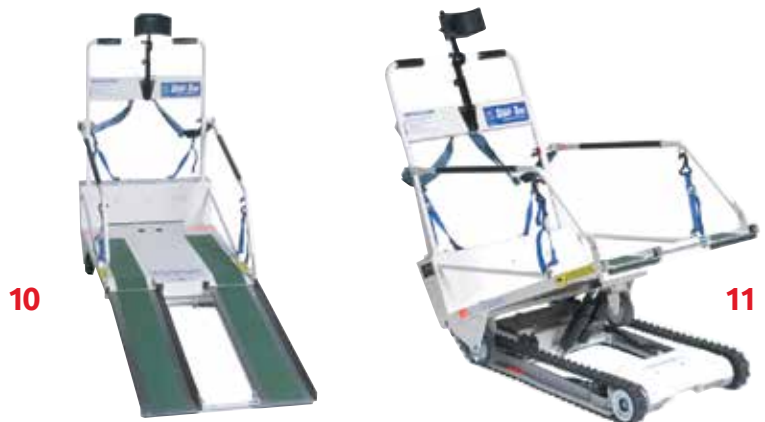
Super Trac

Portable Inclined Platform Wheelchair Lift

Technical Information

System

1. **Headrest**
Adjustable for passenger comfort.
2. **Control Panel**
Simple operating controls include a battery charge indicator and a key switch to prevent unauthorized use.
3. **Battery Powered**
Power is provided by 24 volt rechargeable battery pack for complete portability. Includes automatic battery charger.
4. **Wheelchair Tie-Down Straps**
Wheelchair is securely attached to platform with 4 adjustable tie-down straps.
5. **Platform**
Large platform accommodates virtually any wheelchair including electric models and sports chairs.
6. **Parking Brake**
Electrically activated parking brake ensures stability during boarding.
7. **Tracks**
Rubber tracks are steel-reinforced to ensure strength and durability. The unique tread design grips all types of stairs.
8. **Auxiliary Wheels**
Large wheels allow easy travel across landings and between flights of stairs.
9. **Seatbelt**
Electrically interlocked seatbelt provides additional passenger security. Super-Trac will not operate unless seatbelt is fastened.
10. **Loading Ramp**
An integrated loading ramp with non-skid surface makes wheelchair boarding easy.
11. **Hydraulic Tilt**
A powerful hydraulic piston tilts the wheelchair platform position for travel on the stairs.





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CALL TO ORDER

Session 24-07 a Regular Meeting of the ADA Advisory Board was called to order by Chair Christine Thorsrud at 4:00 p.m. on September 12 2024 from the Cowles Council Chambers, City Hall, located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom webinar.

PRESENT: BOARD MEMBERS PARSONS, THORSRUD, O'BRIEN, GEISLER, SAFRA, LEPLEY

ABSENT: BOARDMEMBER VENUTI (EXCUSED)

STAFF: CITY CLERK/ADA COORDINATOR KRAUSE
DEPUTY CITY CLERK I APPEL

AGENDA APPROVAL

Chair Thorsrud read the supplemental items: APPROVAL OF THE MINUTES Item A. Unapproved Meeting Minutes for the Special Meeting on September 12, 2024 into the record and requested a motion.

GEISLER/PARSONS MOVED TO APPROVE THE AGENDA AS AMENDED.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

PUBLIC COMMENTS ON ITEMS ALREADY ON THE AGENDA (3 Minute Time limit)

RECONSIDERATION

VISITORS/PRESENTATIONS

APPROVAL OF THE MINUTES

A. Unapproved Special Meeting Minutes for September 12, 2024

GEISLER/PARSONS MOVED TO APPROVE THE MINUTES FOR SEPTEMBER 12, 2024

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

STAFF & COUNCIL REPORT(S)/COMMITTEE REPORT(S)

A. Monthly ADA Coordinator Report – October/November 2024

Chair Thorsrud introduced the item and deferred to ADA Coordinator Krause.

Ms. Krause provided a verbal report on the following:

- Requests by the Board on the Capital Improvement Plan project could be to submitted via memorandum to City Council requesting approval of the actions desired regarding design options. This memorandum will be submitted to the board for review at their January meeting and then forwarded to City Council for the second January meeting.
- The site meeting with the ADA Coordinator Robespierre with the State of Alaska Department of Transportation was cancelled.
 - o Clarification on the removal and qualification of compliant benches and removal of the non-compliant benches.
 - o No official order has been received at this time.
 - o Homer is the first to be addressed of the rural airports that has come under review.
 - o The restrooms are non-compliant even though we have the new ADA/Family restroom that does not bring us into compliance.
 - The existing restrooms have non-compliant ADA stalls but to bring these restrooms into compliance will require a capital project. This issue has been known and is included in the city facility transition plan.

PUBLIC HEARING(S)

PENDING BUSINESS

- A. Staff Report ADA-24-022 Harbor ADA Accessibility Capital Improvement Plan Project Development

Ms. Krause provided a brief report on the information provided regarding accessible kayak launch which she felt was worthy of consideration for a Capital Improvement Plan Project and has requested information on a Trolley system similar to what is used for the harbor but has not received the information.

Mr. Lepley stated that the Board has not received definitive response on their question of access project for the harbor and wanted to put a motion before the Board.

LEPLEY/GEISLER MOVED TO AUTHORIZE THE HOMER ADA ADVISORY BOARD AS A WHOLE OR ANY OF ITS MEMBERS MAY ACTIVELY SOLICIT INFORMATION IN REGARDS TO HANDICAPPED ACCESSIBLE LIFT SYSTEM FOR THE HOMER HARBOR.

There was a brief discussion on amending the motion to remove the word “handicapped” or replacing with “all ages and abilities”.

Mr. Lepley repeated the motion as amended:

MOVED TO AUTHORIZE THE HOMER ADA ADVISORY BOARD AS A WHOLE OR ANY OF ITS MEMBERS MAY ACTIVELY SOLICIT INFORMATION IN REGARDS TO ACCESSIBLE TO ALL AGES AND ABILITIES LIFT SYSTEM FOR THE HOMER HARBOR.

VOTE. (Amendment). NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Mr. Lepley stated that in putting this motion before the Board that he believes they will have more clout with a company or a university if it is presented by the Board or the City a request for an accessible lift system that can be user operated to see if they would be interested in providing information or pursuing, has pursued or willing to pursue. He opined that if the Board has this motion on the record and then presents to Council and since they have a newly minted Council member that happens to serve on the Board, inform Council of the intent is to get information. Mr. Lepley continued stating that they are not the only ones who experience extreme tides and someone may have a design that can be used.

Mr. Parsons questioned if the Board would be interested in stepping up a notch and submit a request for the City Council to approve the request for submitting a Request for Design/Proposal to Colleges and Universities. He then asked if he could approach others in the city to see what comes out of that discussion.

Mr. Lepley explained further his idea was to have a form letter to submit to companies providing an explanation, what the goal is and what they are looking for.

Ms. Krause stated that the motion is great, staff can draft a memorandum to forward to Council for approval and authorization to take that action.

Ms. Krause lost connection at 4:51 p.m. and was unable to reconnect.

Further discussion on previous attempts to bring forth information on lift systems for a marine environment and this approach would be a more formal approach allowing them to contact teaching schools, engineering schools, etc.

Ms. Safra provided information on possible organizations that the Board can target.

Chair Thorsrud commented on a recent program she watched regarding “flinging” and advocated for expanding our thoughts outside of the box.

Mr. Parsons recommended passing the motion and Ms. Krause can draft a memorandum.

Mr. Lepley restated the motion as amended and will email that to Ms. Krause:

MOVE TO AUTHORIZE THE HOMER ADA ADVISORY BOARD AS A WHOLE OR ANY OF ITS MEMBERS MAY ACTIVELY SOLICIT INFORMATION IN REGARDS TO AN ACCESSIBLE LIFT SYSTEM FOR ALL AGES AND ABILITIES FOR THE HOMER HARBOR.

There was no further discussion.

VOTE. (Main as amended) NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Further discussion was facilitated by Chair Thorsrud on the following:

- Ms. Krause can include the information regarding the Board's intent within the memorandum
- The information on the Kayak Launch was presented to the Trails Director who does adaptive recreation who reported using these before and that they are fantastic
 - o If people cannot get down to the harbor to use it, it would be pointless
 - o Did not want to distract from the Board's main goal for an accessible harbor
 - Having this project on the CIP might be a distraction.
- Recalled previously asking for the city to have an ADA person or appointed staff with additional duties or responsibilities to oversee that ADA requirements
 - o using the airport issues as an example
- Speaking to business owners, including commercial fishing and charter businesses
 - o Approximately \$58 billion dollars' worth of disability tourism in the United States and we are not seeing it here in Homer and that relates to economic development
 - Making the harbor accessible, being able to get people on boats.
 - If we build it, then that revenue will come, then they will make the boats accessible and the city will have revenue to fund that position.
 - The business community has to buy into the fact that it makes economic sense to make sure their businesses are accessible.
 - They have to want to do the minimum of compliance.
- In the process of developing the transition plan, recommended the language is included in the contracts that are issued by the city, providing the requirements of ADA and compliance is enforced.
 - o Having forms and review by qualified city personnel as a standard.
 - o There should be formulas and when the letter is received from the FAA or AKDOT ask where they got their conclusion
 - o Software availability
- Noted the recent renovated building on Pioneer and Greatland with a new sidewalk to the front door and the ramp is not ADA compliant.
 - o Has one-inch lip at the gutter
 - Review of plans does not include the ADA compliance viewpoint
 - Support inclusion of ADA Compliance in contracts that are city issued

B. Staff Report ADA-24-024 Draft Trails Transition Plan Status Upgrade

Chair Thorsrud deferred to Mr. Parsons since Ms. Krause was not available. She referred to the parking item on page 5 of the Supplemental Packet.¹

Mr. Parsons reported that he had a meeting with the City Manager approximately one month earlier and provided pictures of the property lines on the spit and performed a walking audit with former Public Works Director Jan Keiser, whom confirmed that the west side of the Spit has an obvious ADA compliance issue when it comes to parking. Ms. Keiser suggested that the Alaska Department of Transportation be contacted and request the lease agreements that are made with the City and the businesses since permission has to be granted to use that area for parking. Mr. Parsons did not want to move too far ahead without the explicit permission of the Board and would like to request the Board's permission to proceed further on their behalf.

Chair Thorsrud facilitated discussion on the topic with the points made as follows:

- State of Alaska owns the right of way in which the parking is allowed or being conducted in front of the boardwalks
- It is out of compliance even when you count the vehicles there is only two accessible parking spots for the whole stretch
 - o Both spots are non-compliant, not near an accessible path of travel, no accessible ramp
 - o Possibly need more spaces that are designated accessible depending on the count formula/method
- Recommend joint meeting with the Port and Harbor Advisory Commission to really work through the parking issues on the east side of the road.
 - o It was believed that the east side of the spit was compliant
 - o Countered comments that some areas were great others not
 - Example was provided with the area by the Boathouse Pavilion for accessible parking and recommendation to duplicate this around the harbor
- Spit Parking Study conducted in 2022 did not address the private parking areas
 - o Would like to expand that scope of work
- Events conducted by the Chamber and using the Accessible Parking spaces
 - o Chamber should be educated on the rights and ADA regulations
 - ADA Regulations already address requirements for special events
 - o Should be addressed in the Special Event Permit
 - Enforcement by the City

¹ This topic will be forwarded to the January agenda since the Board did not discuss it at the meeting. There was miscommunication on addressing an item in the September 12, 2024 meeting minutes that was provided in the supplemental packet.

NEW BUSINESS

A. 2025 Regular Meeting Schedule

Chair Thorsrud introduced the item by reading of the title. She requested a motion and second.

PARSONS/SAFRA MOVED TO APPROVE THE DRAFT RESOLUTION MEETING SCHEDULE AS WRITTEN AND FORWARD THE RECOMMENDATION TO CITY COUNCIL.

Discussion followed on having additional meetings to have review of the transition plans, memorandum for approval, and direction to solicit designs for accessibility, adding meetings every month and adding those topics annual monthly agenda items.

PARSONS/SAFRA MOVED TO ADD THE MONTHS OF JANUARY, MARCH AND SEPTEMBER TO THE MEETING SCHEDULE AND THE ANNUAL REVIEW OF TRANSITION PLANS TO THE AGENDA TOPICS.

There was brief clarification on substantiating the need for the Board to meet.

VOTE. (Amendment) NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Thorsrud reviewed the amended motion noting that they can always make further motions in January if needed.

VOTE. (Main as amended) NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

B. Staff Report ADA-24-023 Strategic Plan Review and Update

Chair Thorsrud introduced the item and opened discussion. She noted the previous goals and duties of staff and the Board.

Discussion by the Board focused on the following:

- Funding ADA compliance projects
 - o Identifying funds and appropriating them for specific projects
 - Not allowing Council to re-appropriate funds for other projects that are not ADA compliance projects
- Including ADA compliance requirements in city projects using a form or other method to ensure regulations are followed.
- Postpone action on the strategic plan until the January meeting to allow the Board time to thoroughly consider goals and action items.

- Requested copies of the adopted transition plans for the Board to review to determine the actions required to accomplish the compliance issues noted in those plans.
- Focus on the successes and completed tasks before addressing new ones

The Board postponed this item by mutual consent to the January 9, 2025 regular meeting. No formal motion was made by the Board.

INFORMATIONAL MATERIALS

- A. City Manager's Report for City Council Meeting on October 28, 2024
- B. City of Homer Fall Newsletter – October 2024
- C. ADA Annual Calendar 2024
- D. ADA Annual Calendar 2025

COMMENTS OF THE AUDIENCE

COMMENTS OF THE STAFF

Deputy City Clerk Appel commented that a text received from Ms. Krause apologizing for not being able to attend and that she will listen to the audio and will address any actions items, questions and concerns of the Board.

COMMENTS OF THE BOARD

Mr. Lepley expressed his appreciation being able to attend the meeting via Zoom, support expressed from the Board on his motion and Bradley's appointment to City Council. He expressed looking forward to having something that they all can address, while he understands that the Port Director is looking into possibilities he understands that they have a million other things to do and he has the time to apply himself to this project every day such as sending out emails. He is looking forward to it and really appreciates the time spent at this meeting.

Mr. O'Brien commented that it was a great meeting and he was glad to be part of the group.

Ms. Safra congratulated Brad on his appointment to the City Council and was very excited when Caroline informed her of their selection. She stated that this community of people who are more challenged with disabilities with have a better representation in Homer and for her that was really exciting and will take on a new meaning in Homer. Ms. Safra expressed her appreciation of being part of supporting the journey Brad will be taking and thanked him for stepping up.

Mr. Parsons stated that he was excited to be elected to the Council and looking forward to bringing some of these discussions to Council. He stated his intent to remain on the Board and be the representative for the ADA Board but admitted that it does need to be officially sorted out. He offered his appreciation to the Clerk's Office in dealing with back to back elections and apologized for adding more to Ms. Krause' work schedule by adding additional meetings but believes that just shows the level of passion around the table here and we are all looking at doing more work. Mr. Parsons

expressed his appreciation to Mr. Lepley for perseverance in attending the meeting via Zoom and he has the support of the Board for the accessible harbor project and welcomed Deputy City Clerk Appel. He expressed his excitement about the changes in the Council and local government staffing.

Ms. Thorsrud commented that each and every one of the members brings something unique and individual to the board along with Ms. Krause. She recognized their very noticeable passions and time.

ADJOURNMENT

There being no further business to come before the Board, Chair Thorsrud adjourned the meeting at 5:47 p.m. The next regular meeting is Thursday, January 9, 2025 at 4:00 p.m. All meetings are scheduled to be held in City Hall Conference Room located upstairs at 491 E. Pioneer Avenue, Homer, Alaska, 99603 and via Zoom webinar.

RENEE KRAUSE, MMC, CITY CLERK/
ADA COORDINATOR

Approved:_____

Memorandum CC-25-005 from Community Development Director as backup

Mayor Lord introduced Ordinance 25-02 and a motion was requested.

ADERHOLD/VENUTI MOVED TO INTRODUCE ORDINANCE 25-02 BY READING OF TITLE.

Councilmember Erickson expressed appreciation for the efforts and actions by the group of citizens as it checks a number of boxes for purchase by the city.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

CITY MANAGER'S REPORT

a. City Manager's Report

From the Supplemental Packet: Memorandum CC-25-022 from City Manager re: Supplement to the City Manager's Report

City Manager Jacobsen noted her report in the packet and will be happy to answer any questions. She facilitated or responded to the following topics:

- Laydown for Smart Growth Institute 2025 noting she has reached out to get cost information on the institute.
 - o Councilmember Aderhold felt this opportunity was tailor made for Councilmember Parsons and goes along with the approval of the Transportation Plan.
- Kachemak City's letter inquiring about water service
 - o Preference to sit down and have a general discussion with Kachemak City Council
 - Establish a joint worksession but not before 5:30 p.m.
 - First available date is March 10th
- Allowing and providing incentives for development outside city limits when there is not the ability to provide oversight
- The Housing Development never contacted or approached the City or Council with their project.
- Homer News being digitized was great news.

PENDING BUSINESS

NEW BUSINESS

- a. Memorandum CC-25-010 from ADA Coordinator re: Request for Authorization to Allow the ADA Advisory Board to seek Recommendations on Possible Accessibility Options and Solutions for the Homer Harbor Floats.

Mayor Lord introduced Memorandum CC-25-010 and deferred to Councilmember Parsons.

Councilmember Parsons explained the purpose of the memorandum providing a little background on the work being done by the ADA Board and this is to make it formal authorization allowing the ADA Advisory Board to seek design input noting there was no monetary request.

Councilmembers expressed concerns and commented the following:

- on costs increasing maintenance and impacts to existing infrastructure that may require more ADA accesses
 - o such as are they going to require installing an elevator on both sides of the Harbor
- liability to the City and the operations
- the harbor provides accessible stalls and one ramp is not as steep but there are some ideas that should be explored
- there are items listed in the Transition Plan that need to be addressed
 - o Difficult getting into City Hall
 - o Previous proposed projects such as the fishing hole platform
- This was not a budget request
- Not knowing what the solution could be or if there is any solution
- Having a larger conversation with staff and that the message is getting to the Advisory Bodies for the opportunity for more structure

City Manager Jacobsen recommended that City Council direct the ADA Advisory Board to draft the language on what, such as a request for proposals or information, they would like the entity(s) to provide regarding Accessibility Options for the Homer Harbor floats and provide a list of potential vendors and other harbors and have it reviewed by Staff.

ADERHOLD/VENUTI MOVED THAT CITY COUNCIL REQUEST THE ADA ADVISORY BOARD DRAFT A REQUEST FOR INFORMATION FOR RECOMMENDATIONS ON POSSIBLE ACCESSIBILITY OPTIONS AND SOLUTIONS FOR THE HOMER HARBOR FLOATS, A LIST OF POTENTIAL VENDORS AND OTHER HARBORS FOR THE CITY TO FORMALIZE

Councilmember Erickson requested that they include the ADA regulations and liabilities, costs to infrastructure, staffing a more complete picture.

City Attorney Gatti stated that a simple motion to recommend the ADA Board to continue with its quest to develop information about ADA accessibility for harbor activities, noting that may be too broad and restated it to reflect the Homer Harbor Floats. He then noted that he has worked with staff on harbor ADA compliance issues, and concerns with the tides. He pointed out that it may be jumping ahead since the research may show it is not possible to do anything more.

Further discussion on Commissions or Board sending out anything on letterhead prior to direction of the Council, individuals doing research even members of Council do that, sending out to engineering schools a formal design will be required.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- b. Memorandum CC-25-011 from Recreation Champions Working Group re: Proposed Community Recreation Center Site Selection Recommendation.

Mayor Lord introduced Memorandum CC-25-011 and deferred to Councilmembers Aderhold and Erickson

City of Homer, Alaska
Request for Information
PROVIDE ADA ACCESSIBLE OPTIONS TO ACCESS
THE HOMER SMALL BOAT HARBOR FLOAT SYSTEM

The City of Homer Americans with Disabilities (ADA) Advisory Board is seeking rough cost estimate and design information on possible solutions for ADA Accessibility for All Ages and Abilities for the float system in the Homer Small Boat Harbor. Homer's small boat harbor's access is compliant with Federal ADA regulations but given the tidal cycles in our region Homer's ADA Advisory Board is seeking possible solutions for improved ADA access into and out of the small boat harbor float systems. This information will be used to draft a project summary with estimated costs to present to City Council for approval and inclusion in the City of Homer Capital Improvement Plan 2026-2031. The Capital Improvement Plan document includes projects that the City and community consider top priority and assists the City in seeking grants and funding sources to have the projects completed. The Homer Spit and Small Boat Harbor are popular destinations for visitors and residents. It is a working harbor, as well as a starting point for visitors interested in taking trips to the communities of Halibut Cove and Seldovia; take fishing charters to Cook Inlet and Kachemak Bay, or to launch their personal vessel for day of fishing or cruising the waters of Kachemak Bay.

Submittal of cost information and or conceptual designs is not a guarantee of selection and or work for a resulting project.

Requests for Information will be received by the Office of the City Clerk, City of Homer, 491 E. Pioneer Avenue, Homer, Alaska 99603 until **5:00 p.m. on Thursday, June 26, 2025.**

- Submissions must be in an opaque envelope with the title of the RFI Homer Harbor Accessibility in the lower left corner of the envelope. Company information and address must be shown in the upper right hand corner of the envelope.
- Submissions need to be addressed to the City Clerk's Office as noted above.
- Any submissions received after the stated time will not be considered.
- An electronic copy of this RFI advertisement and Plan Holder Registration Form are available online at <https://www.cityofhomer-ak.gov/rfps>. A paper copy can be obtained at the City Clerk's Office.
- **All companies interested in submitting their RFI must complete a City of Homer Plan Holder Registration Form in order to be considered responsive and be included on the Providers List.**

Please direct all technical questions in writing regarding this RFI to: Dan Kort, Public Works Director, City of Homer Public Works Dept., 3575 Heath Street, Homer, Alaska 99603 or Email: dkort@ci.homer.ak.us

Please direct all other questions to the City Clerk's Office: clerk@ci.homer.ak.us or City Clerk's Office City of Homer 491 E Pioneer Avenue Homer, Alaska 99603

The City of Homer reserves the right to accept or reject any or all RFIs, and to waive irregularities or informalities in this RFI process.

Dated this ____ day of April, 2025.

City of Homer

Melissa Jacobsen, City Manager

Publish: Homer News Dates:
Ad #: 25-xxx

**REQUEST FOR INFORMATION TO
PROVIDE CONCEPTUAL ADA ACCESSIBLE OPTIONS TO ACCESS
THE HOMER SMALL BOAT HARBOR FLOAT SYSTEM**

**By the
City of Homer, Alaska**

Background

The City of Homer Americans with Disabilities (ADA) Advisory Board is seeking rough cost estimates and design information on possible solutions for ADA Compliant Accessibility for All Ages and Abilities for the float system in the Homer Small Boat Harbor. The City of Homer's small boat harbor's access is compliant with Federal ADA regulations but given the tidal cycles in our region the ADA Advisory Board is seeking possible solutions for improved ADA access and safety into and out of the small boat harbor float systems. This information will be used to draft a project summary with estimated costs to present to City Council for approval and inclusion in the City of Homer Capital Improvement Plan 2026-2031. The Capital Improvement Plan document includes projects that the City and community consider top priority and assists the City in seeking grants and funding sources to have the projects completed. The Homer Spit and Small Boat Harbor are popular destinations for visitors and residents. It is a working harbor as well as a starting point for visitors interested in taking trips to the communities of Halibut Cove and Seldovia; take fishing charters to Cook Inlet and Kachemak Bay, or to launch their personal vessel for day of fishing or cruising the waters of Kachemak Bay.

Submittal of any information, cost estimates and or conceptual designs is not a guarantee of selection contracts, task orders or work for any resulting project.

Information Desired: Estimated Costs, Conceptual Designs or Solutions

The City is particularly interested in any of the following services that may be relative to a Small Boat Harbor ADA Access Project along with estimated cost impacts and conceptual drawings:

- | | |
|-----------------------------------|----------------------------|
| • Surveying | • Environmental Permitting |
| • General Civil Construction | • Hydrology |
| • SWPPP preparation & inspections | • Public outreach |
| • Marine/Civil Engineering | • Grant Funding |
| • Environmental Engineering | • Marine Construction |

Submission of RFI Response:

Requests for Information will be received by the Office of the City Clerk, City of Homer, 491 E. Pioneer Avenue, Homer, Alaska 99603 until **5:00 p.m. on Thursday, June 26, 2025.**

- Submissions must be in an opaque envelope with the title of the RFI Homer Harbor Accessibility in the lower left corner of the envelope. Company information and address must be shown in the upper right hand corner of the envelope.
- Submissions need to be addressed to the City Clerk's Office as noted above.
- Any submissions received after the stated time will not be considered.
- An electronic copy of this RFI advertisement and Plan Holder Registration Form are available online at <https://www.cityofhomer-ak.gov/rfps>. A paper copy can be obtained at the City Clerk's Office.

- **All companies interested in submitting their conceptual designs/cost estimates in response to this request for information must complete a City of Homer Plan Holder Registration Form in order to be considered responsive and be included on the Providers List.**

Responses will be received at the City Clerk's Office located at City Hall, City of Homer 491 East Pioneer Avenue, Homer, Alaska 99603, until the time indicated on the Request for information. Each Response shall be submitted enclosed in a sealed, opaque envelope. **The envelope shall have the RFI title and date of RFI submission on the lower left-hand corner of the Information Package. The name of the company submitting the information shall show in the upper left corner of the RFI Package.** The City is not responsible for the premature opening of, or failure to open, a submission not properly addressed and identified.

No consideration will be given by the City to a claim or error unless such claim is made to the City in writing within two (2) hours after the time of RFI submission. Written verification and supporting evidence of the error shall be delivered to the City Clerk within 24 hours of the RFI deadline (not including Saturday, Sunday or legal holidays) to allow consideration of the claim for error. Supporting evidence shall be original documents, including cost breakdown sheets, supplier quotes and other documents used to compute/develop the RFI submission.

It is the Respondents responsibility to see that RFI Packages are deposited at the time and place set forth for the submission of RFIs. RFIs not received by the time stated will not be considered responsive and shall not be considered.

Interpretation or Questions: Technical Information

All questions about the meaning or intent of the Request for Information shall be submitted to the Office of the Director of Public Works in writing. Replies will be issued by Addenda and delivered to all parties recorded by the City Clerk's Office as listed on the Plan Holders List. **The City of Homer will not be held responsible for questions received less than (5) calendar days prior to the due date of the RFI.** Only questions answered by formal written Addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.

The Respondent shall acknowledge receipt of all Addenda on the Addendum Form, which shall be properly signed and included with the RFI response submission. It shall be the Respondent's responsibility to inquire as to addenda issued. **Failure to include the Addenda Form in the RFI response shall result in the submission being rejected as non-responsive.**

Please direct all technical questions in writing regarding this RFI to:

Dan Kort, Public Works Director, City of Homer Public Works Dept. 3575 Heath Street, Homer, Alaska 99603 Email: dkort@ci.homer.ak.us

The City of Homer reserves the right to accept or reject any or all RFIs, and to waive irregularities or informalities in this RFI process.



MEMORANDUM

Request for Authorization to Allow the ADA Advisory Board to seek Recommendations on Possible Accessibility Options and Solutions for the Homer Harbor Floats.

Item Type: Action
Prepared For: Mayor Lord and City Council
Meeting Date: May 7, 2025
From: Melissa Jacobsen, City Manager

Background

This matter was postponed by City Council at their April 28th regular meeting for further review by the City Manager. I appreciate the opportunity to give this matter more consideration. This has been a tricky situation from the start in that we're asking for some considerable services at no cost for a project that may or may not be approved for inclusion in an upcoming Capital Improvement Plan. I include the "may not" because there has been concern expressed previously about potential liability to the City to have some type of lift system on a ramp.

In re-reading the RFI, it seems the formalities could suggest it's resulting in an actual project so my revised draft includes "Informal" in the title and removes most of the formal language. It also further clarifies there is no compensation for the efforts provided.

My simplified draft is included for consideration. I also suggest it be included in the next version of the Transition Plan, following recommended improvements at the Load and Launch Ramp.

Recommendation

Approve and Authorize the City Manager to issue their selected version of the proposed Request for Information for Homer Small Boat Harbor ADA Accessibility Improvements.

**INFORMAL REQUEST FOR INFORMATION TO
PROVIDE CONCEPTUAL ADA ACCESSIBLE OPTIONS TO ACCESS
THE HOMER SMALL BOAT HARBOR FLOAT SYSTEM**

**By the
City of Homer, Alaska**

Background

The City of Homer Americans with Disabilities (ADA) Advisory Board is seeking rough cost estimates and design information on possible solutions for ADA Compliant Accessibility for All Ages and Abilities for the float system in the Homer Small Boat Harbor. The Homer Spit is a popular destination for visitors and residents. Our Small Boat at the end of the Spit is a working harbor as well as a starting point for visitors interested in taking trips to the communities of Halibut Cove and Seldovia; take fishing charters to Cook Inlet and Kachemak Bay, or to launch their personal vessel for day of fishing or cruising the waters of Kachemak Bay.

The City of Homer's small boat harbor's access is compliant with Federal ADA regulations but given the tidal cycles in our region the ADA Advisory Board is seeking possible solutions for improved ADA access and safety into and out of the small boat harbor float systems using the ramps/gangways that become very steep during tidal fluctuations. This information will be used to draft a project summary with estimated costs to present to City Council for approval and inclusion in the City of Homer Capital Improvement Plan. This plan includes projects the City and community consider top priority, and assists the City in seeking grants and funding sources to have the projects completed

Submittal of any information is on a non-compensation basis, cost estimates and or conceptual designs will not result in task orders or contracts for work.

Information Desired: Estimated Costs, Conceptual Designs or Solutions:

The ADA Advisory Board is interested in information that may be relative to assisting patrons with using the existing ramps/gangways to access the float systems in the Homer Small Boat Harbor. Information may include conceptual drawings and estimated costs of an engineered solution.

Submission of RFI Response:

Please submit responses to this Request for Information to the Office of the City Clerk, City of Homer, 491 E. Pioneer Avenue, Homer, Alaska 99603 by **5:00 p.m. on Thursday, June 26, 2025.**

An electronic copy of this RFI advertisement and Plan Holder Registration Form are available online at <https://www.cityofhomer-ak.gov/rfps>. A paper copy can be obtained at the City Clerk's Office.

Please direct questions in writing regarding this RFI to Renee Krause, City Clerk/ADA Coordinator 491 E. Pioneer Avenue, Homer, Alaska, 99603 Email: cityclerk@ci.homer.ak.us



MEMORANDUM

Resolution 25-049, A Resolution of the City Council of Homer, Alaska, Establishing a Community Recreation Building Non-Endowed Field of Interest Fund with the Homer Foundation and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. Erickson.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and City Council
Date: May 12, 2025
From: Shelly Erickson, Councilmember

As the City moves forward with the Community Recreation Center (REC Center) project, it is important to start looking at the funding for the project. It is very important that the City provides the community, as a whole, the ability to donate to the REC Center project, and rally around this great cause. Creating the fund will provide the Community with event fundraising and personal donations opportunities.

The Homer Foundation offers a program where the community, as individuals and organizations, can deposit money for this project. The program allows for tax deductible donations, along with fund raisers, and potential fund pledge drives (which could be billed and collected through the foundation). These funds would be used only for the hard assets of the building and sports equipment.

The City would need to deposit a minimum of \$10,000 for the initial creation of the fund, and then the community could deposit their donations through the Foundation. This is a non-endowed fund, meaning that the REC Center project would have access to all of the money. It will be managed by the Foundation under the guidelines established.

While the City does not know what the costs for the building and equipment will be, a starting goal of \$3 million dollars would be great.

Recommendation:
Adopt Resolution 25-049.

**CITY OF HOMER
HOMER, ALASKA**

Erickson

RESOLUTION 25-049

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
ESTABLISHING A COMMUNITY RECREATION CENTER NON-
ENDOWED FIELD OF INTEREST FUND WITH THE HOMER
FOUNDATION, OUTLINING THE PROCESS FOR OVERSIGHT OF
THOSE FUNDS AND AUTHORIZING THE CITY MANAGER TO
NEGOTIATE AND EXECUTE THE APPROPRIATE DOCUMENTS.

WHEREAS, The Homer City Council wishes to provide a mechanism whereby members
of the general public and other grantors may provide financial assistance to support the
development of a Community Recreation Center; and

WHEREAS, Building a new Community Recreation Center is a City Council and
community priority; and

WHEREAS, Community Recreation Center Non-Endowed Field of Interest Fund will
provide a mechanism whereby members of the general public or other grantors may provide
financial assistance to support the creation of a Community Recreation Center; and

WHEREAS, A non-endowed fund is intended to be a long term fund to meet the
immediate and ongoing needs of the community; and

WHEREAS, The Homer Foundation manages endowment funds on behalf of individuals
and organizations, including the City of Homer; and

WHEREAS, It is appropriate to have guidelines for the expenditure of donor funds so
that donors are encouraged to donate to the fund and have some assurances their intent will
be followed.

NOW, THEREFORE, BE IT RESOLVED that the City of Homer, establishes a Community
Recreation Center Non-Endowed Field of Interest Fund through the Homer Foundation and
authorizes the City Manager to negotiate and execute the appropriate documents.

BE IT FURTHER RESOLVED that the City Council will direct on expenditures from the
Community Recreation Center Non-Endowed Field of Interest Fund Revenue according to the
following guidelines:

- a. Infrastructure and site preparation, including engineering and design
- b. Facility engineering and design
- c. Community Recreation Center construction

- d. Other needs deemed relevant by Council specific to the completion of a Community Recreation Center.

PASSED AND ADOPTED by the Homer City Council this 12th day of May, 2025.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

Fiscal note: \$10,000 minimum funding amount



MEMORANDUM

Resolution 25-050, A Resolution of the City Council of Homer, Alaska, Directing City Staff to Collaborate with KBBi Public Radio to Facilitate the Annual Concert on the Lawn Fundraiser at Karen Hornaday Park, Addressing Logistical Needs and Minimizing the Impact on City Owned Baseball Fields. Davis/Venuti

Item Type: Backup Memorandum
Prepared For: Mayor Lord and City Council
Date: May 12, 2025
From: Councilmember Davis
Through: Melissa Jacobsen, City Manager

KBBi Public Radio, Homer's local National Public Radio (NPR) affiliate, has requested to once again be permitted to hold its annual Concert on the Lawn fundraiser in the outfield of one of the upper ball fields at Karen Hornaday Park. Historically, KBBi, like the Highland Games, has often utilized the upper western most field, but in 2024, the City asked KBBi to use the lower-level field instead. This change created significant challenges, including accessibility issues that the City could not help address due to concerns about liability, as well as reduced visibility for vendors and resulted in lower ticket sales, which impacted the event's success.

The Concert on the Lawn is KBBi's biggest fundraiser, and it's more vital than ever with proposed federal budget cuts threatening public broadcasting. This event not only supports KBBi's mission to provide news, education, and cultural programming, but also strengthens our community. City staff have shared thoughtful concerns about returning the event to the upper fields, including:

- The ball fields are not suitable for concerts or festival-type events due to the risk of damage, such as rutting observed after past events.
- Both the City of Homer and Homer Little League invest significant resources in maintaining the fields for their intended recreational use.
- A Recreational Use Agreement with Homer Little League prioritizes their access to the upper fields, limiting availability for other events.

These are important points, and I appreciate the care that goes into maintaining our fields for our kids and community. At the same time, I'm concerned that a decision to limit our city-owned ball fields to baseball-only activities could affect events even beyond the Concert on the Lawn, events that bring so much joy and connection to Homer. So much of our flat, open, city-owned land is dedicated to baseball fields, and these spaces are some of the best we have for large community gatherings.

KBBI is eager to work hand-in-hand with the City to address any potential damage to the fields. They're committed to being good stewards of our shared spaces. Given how much the Concert on the Lawn means to Homer—culturally, economically, and socially—and the limited options for suitable city-owned venues, I feel this deserves a broader conversation.

Resolution 25-050 encourages city staff to partner with KBBI to make this event possible, using the most appropriate part of an upper ball field while carefully addressing logistical needs and protecting the fields. This approach seeks to honor the needs of KBBI, Homer Little League, and the rest of our community.

**CITY OF HOMER
HOMER, ALASKA**

Davis/Venuti

RESOLUTION 25-050

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
DIRECTING CITY STAFF TO COLLABORATE WITH KBBI PUBLIC
RADIO TO FACILITATE THE ANNUAL CONCERT ON THE LAWN
FUNDRAISER AT KAREN HORNADAY PARK, ADDRESSING
LOGISTICAL NEEDS AND MINIMIZING THE IMPACT ON CITY
OWNED BASEBALL FIELDS.

WHEREAS, The City of Homer is committed to serving the public interest, promoting
community welfare, supporting cultural and civic aspirations of its residents; and

WHEREAS, The City of Homer has limited flat, open space suitable for community
events, with a significant portion of such space dedicated to baseball fields, including those at
Karen Hornaday Park; and

WHEREAS, The City of Homer has maintained a longstanding, mutually beneficial
relationship with KBBI, its local National Public Radio (NPR) affiliate, which serves as a vital
source of news, education and cultural programming for the community; and

WHEREAS, KBBI's annual Concert on the Lawn, its largest fundraising event, has been
traditionally held at the upper baseball fields in Karen Hornaday Park for many of the past 15
years, drawing residents and visitors together to support public broadcasting; and

WHEREAS, Local NPR affiliates, including KBBI, face significant financial challenges due
to proposed federal budget cuts that threaten to eliminate funding for public broadcasting,
making local fundraising efforts critical to their sustainability; and

WHEREAS, The City of Homer recognizes the importance of unwavering community
support for KBBI during this challenging period to ensure the continuation of independent,
community based public broadcasting; and

WHEREAS, The 2024 Concert on the Lawn, held on the lower level baseball field at Karen
Hornaday Park encountered significant accessibility issues, reduced visibility from the vendor
area, and lower ticket sales as the event was visible and audible from other parts of the park,
highlighting the need for a more suitable location within the park; and

WHEREAS, KBBI has expressed its willingness to collaborate with the City to mitigate
and remediate any potential damage to the baseball fields resulting from the event
demonstrating its commitment to responsible stewardship of public resources; and

WHEREAS, While the South Peninsula Athletic and Recreation Center (SPARC) serves as a viable backup venue in the event of inclement weather, it is not a suitable primary location for the Concert on the Lawn during favorable summer conditions, as it lacks the open air ambiance and capacity of Karen Hornaday Park; and

WHEREAS, THE City acknowledges that community events like the Concert on the Lawn enhance Homer's cultural vibrancy, support local businesses and fosters civic engagement, aligning with the City's mission to promote a thriving community; and

WHEREAS, Facilitating the Concert on the Lawn at Karen Hornaday Park reflects the City's commitment to balancing the use of public spaces for diverse community needs while preserving the integrity of recreational facilities; and

WHEREAS, Collaboration between City Staff and KBBI can ensure that the event is organized in a manner that addresses logistical requirements, enhances accessibility, supports vendors and minimizes any adverse impacts on the baseball fields.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska hereby directs the City Staff to work collaboratively with KBBI Public Radio to Facilitate the Annual Concert on the Lawn Fundraiser at Karen Hornaday Park, utilizing the most suitable baseball field to meet the logistical needs of event organizers and vendors while implementing measures to minimize and remediate any peripheral damage to the ball fields.

BE IT FURTHER RESOLVED that City Staff shall coordinate with KBBI to address accessibility concerns, optimize event visibility and ensure a positive experience for attendees, vendors and the broader community.

PASSED AND ADOPTED by the Homer City Council this 12th day of May, 2025.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

Fiscal Note: