



Homer City Hall

491 E. Pioneer Avenue

Homer, Alaska 99603

www.cityofhomer-ak.gov

City of Homer Agenda

Planning Commission Worksession

Wednesday, December 2, 2020 at 5:30 PM

Council Chambers via Zoom Webinar

Webinar ID: 922 8932 6299 Password: 121300

Dial (669)900-6833 or (253)215-8782 or Toll Free (877) 853-5247 or (888) 788-0099

CALL TO ORDER, 5:30 P.M.

AGENDA APPROVAL

DISCUSSION TOPIC(S)

- A. Presenter Coowe Walker, Manager and Program Ecologist, Kachemak Bay National Estuarine Research Reserve, speaking on Kachemak Bay Research Reserve Groundwater Vulnerability Modeling, and Peatlands.
- B. Regular Agenda topics

COMMENTS OF THE AUDIENCE (3 minute time limit)

COMMENTS OF THE COMMISSION

ADJOURNMENT, 6:20 P.M.



Homer City Hall

491 E. Pioneer Avenue

Homer, Alaska 99603

www.cityofhomer-ak.gov

City of Homer Agenda

Planning Commission Regular Meeting

Wednesday, December 2, 2020 at 6:30 PM

Council Chambers via Zoom Webinar

Webinar ID: 955 9138 2352 Password: 976062

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

CALL TO ORDER, 6:30 P.M.

AGENDA APPROVAL

PUBLIC COMMENTS The public may speak to the Commission regarding matters on the agenda that are not scheduled for public hearing or plat consideration. (3 minute time limit).

RECONSIDERATION

CONSENT AGENDA All items on the consent agenda are considered routine and non-controversial by the Planning Commission and are approved in one motion. There will be no separate discussion of these items unless requested by a Planning Commissioner or someone from the public, in which case the item will be moved to the regular agenda.

- A. Minutes of the November 4, 2020 Planning Commission Regular Meeting **p. 3**

PRESENTATIONS / VISITORS

REPORTS

- A. Staff Report 20-72, City Planner's Report **p. 9**

PUBLIC HEARINGS

PLAT CONSIDERATION

PENDING BUSINESS

- A. Staff Report 20-73, Revisions to the Community Design Manual **p. 11**

NEW BUSINESS

INFORMATIONAL MATERIALS

- A. HPC memo to Homer City Council re: Building Height in the Medical District **p. 31**
- B. City Manager's Reports for the Nov. 9 & Nov. 23 City Council Meetings **p. 33**

COMMENTS OF THE AUDIENCE Members of the audience may address the Commission on any subject. (3 min limit)

COMMENTS OF THE STAFF

COMMENTS OF THE COMMISSION

ADJOURNMENT

Next Regular Meeting is Wednesday, January 6, 2021 at 6:30 p.m. All meetings scheduled to be held virtually by Zoom Webinar from the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska. Meetings will adjourn promptly at 9:30 p.m. An extension is allowed by a vote of the Commission

Session 20-15, a Regular Meeting of the Planning Commission was called to order by Chair Smith at 6:40 p.m. on November 4, 2020 at Cowles Council Chambers in City Hall located at 491 E. Pioneer Avenue, Homer, Alaska via Zoom Webinar. One seat vacant due to resignation.

PRESENT: COMMISSIONERS HIGHLAND, SMITH, PETSKA-RUBALCAVA, BARNWELL, VENUTI AND BENTZ

STAFF: CITY PLANNER ABBODD
DEPUTY CITY CLERK KRAUSE

The Planning Commission met for a worksession at 5:30 p.m. prior to the regular meeting for a discussion facilitated by Deputy City Planner Engebretsen on revision to the Community Design Manual. The Commission also held a brief discussion on the Medical District Building Height.

APPROVAL OF THE AGENDA

Chair Smith requested a motion to approve the agenda.

HIGHLAND/BENTZ– SO MOVED.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENT ON ITEMS ALREADY ON THE AGENDA

RECONSIDERATION

ADOPTION OF CONSENT AGENDA

- A. Minutes of the October 21, 2020 Planning Commission Regular Meeting
- B. Utility easement vacation request at Tract E-1-A Carl Sholin Subdivision SBS 1996 Addition No. 2
- C. Decisions and Findings for Conditional Use Permit 20-16 at 4424 Starboard Way

Chair Smith requested a motion to approve the consent agenda as presented.

HIGHLAND/BENTZ – MOVED TO APPROVE THE CONSENT AGENDA.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

VISITORS/PRESENTATIONS

REPORTS

A. Staff Report 20-68, City Planner's Report

City Planner Abboud provided a summary review of Staff Report 20-68 for the Commission. He noted the following points:

- City entering Code Orange
- Only one more meeting for the year
- Staffing the Planning Department

Commissioner Petska-Rubalcava confirmed the process to report to the Council meeting with Chair Smith and Commissioner Venuti. She then asked about the vacancy and qualifications to fill that vacancy.

PUBLIC HEARING(S)

PLAT CONSIDERATION

A. Staff Report 20-69 Wintergreen Subdivision 2020 Replat Preliminary Plat

Chair Smith introduced the item by reading the title into the record.

City Planner Abboud reviewed Staff Report 20-69 for the Commission.

There was no applicant present.

Chair Smith opened the public comment period and having no public present at the meeting he closed the public comment period.

Chair Smith opened the floor to questions and comments of the Commission. Hearing none he requested a motion.

PETSKA-RUBALCAVA/HIGHLAND MOVED TO ADOPT STAFF REPORT 20-69 AND RECOMMEND APPROVAL OF WINTERGREEN SUBDIVISION 2020 REPLAT PRELIMINARY PLAT.

There was no discussion.

VOTE. NON—OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PENDING BUSINESS

A. Staff Report 20-66, Building Height in the Medical Zoning District

Chair Smith introduced the item by reading of the title.

City Planner Abboud provided input that the Commission discussed this during the worksession and asked if there were any additional changes to the proposed memorandum.

HIGHLAND/BARNWELL RECOMMENDED TO STRIKE THE LAST SENTENCE, LINE 39, BEGINNING WITH "COMMISSION STANDS BY THEIR EARLIER RECOMMENDATION TO ALLOW BUILDINGS UP TO 65 FEET BY CONDITIONAL USE IN THE WHOLE DISTRICT.

Discussion ensued by the Commission on consideration of adding clarification on supporting a building height district wide and maybe proposing another building height such as 45 feet; push back on the building height of 65 feet and that there is no pending or immediate interest in increasing the building height that the issue could be revisited at a later time; the existing height of Homer High School auditorium.

VOTE. YES. BENTZ, BARNWELL, SMITH, PETSKA-RUBALCAVA, HIGHLAND
NO. VENUTI

Motion carried.

Commissioner Petska-Rubalcava brought forward discussion on establishing a building height of 45 feet and since they currently do not have a building department and there is concern on slope stability and requested the opinion from the other commissioners.

Commissioner Highland was not supportive of anything over 35 feet at this time and definitely until they received the stability information.

Commissioner Bentz provided comment that she did not support zoning around one entity.

Commissioner Barnwell believed it was too premature and that there was no indication that Homer was needing taller buildings at this time.

Chair Smith inquired if the Commission wanted to discuss the impact to view shed that taller buildings would have.

Commissioner Bentz pointed out that it would be difficult to regulate view and view sheds and commented on the discussion at the Borough level.

Commissioner Bentz brought discussion forward on implementing a subarea within the district for taller buildings noting that Commissioner Petska-Rubalcava and herself have previously expressed that they did not support that and would like input from the rest of the Commission.

Commissioners Highland and Barnwell each commented that they would not support creating a subarea within the district for taller buildings.

PETSKA-RUBALCAVA/BENTZ MOVED TO AMEND LINE 39 THAT THE COMMISSION WOULD ALLOW BUILDINGS UP TO 45 FEET BY CONDITIONAL USE PERMIT IN HEIGHT IN THE MEDICAL DISTRICT.

Discussion ensued by the Commission on allowing buildings up to 45 feet would show that the city is open to business, many areas in the district above Fairview are not available but there are several areas below Fairview open to development; this height would allow for better roof lines; slope stability can be addressed by the Commission when a CUP is before them; this would allow for development of multi-use buildings; consideration of sustainability justifies more compact development, but as a subject is outside this discussion and can be brought forward for a future agenda. It was further noted that Council amended the ordinance to the 35 feet height requirement and was only interested in establishing a sub area within the district. It was noted that the taller buildings did provide some issues as far as the Fire Department is only capable of 30 foot heights.

VOTE. NO, BENTZ, BARNWELL, HIGHLAND

VOTE. YES, VENUTI, SMITH, PETSKA-RUBALCAVA

Motion failed.

Commissioner Highland commented on amending the memorandum to express to City Council that the Commission does not want to allow a sub-area within the district for taller buildings and that was due to the limited property owners that could accommodate development of taller buildings.

Chair Smith requested a motion.

BENTZ/HIGHLAND MOVED TO AMEND LINE 18 AND 19 THAT THE COMMISSION IS IN AGREEMENT TO NOT LIMIT LOCATION OF TALLER BUILDINGS TO A SUB-AREA WITHIN THE DISTRICT.

There was no further discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

NEW BUSINESS

A. City Clerk Memorandum, Meeting Schedule for 2021

Chair Smith introduced the item by reading of the title.

City Planner Abboud commented on the standard meeting schedule noting that there was only one meeting for July, November and December. He further commented that meetings can be canceled or scheduled as needed.

HIGHLAND/BENTZ MOVED TO APPROVE THE 2021 REGULAR MEETING SCHEDULE AS PRESENTED AND FORWARD TO CITY COUNCIL FOR APPROVAL.

There was a brief discussion on a reduced meeting schedule with comments on the other advisory bodies having only one meeting per month and the planning commission meeting more frequently to process permits in a timely fashion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

B. Staff Report 20-71, Revisions to the Community Design Manual

Chair Smith introduced the item by reading of the title.

City Planner Abboud noted that they had a good discussion at the worksession and Deputy City Planner Engebretsen will bring back further sections for review and revisions. He then commented on creating a better design requirements for the community.

City Planner Abboud stated in response to a question from Commissioner Highland that this revision will be presented for comment from the Economic Development Advisory Commission as he feels that they can provide additional perspectives to the issues.

INFORMATIONAL MATERIALS

- A. City Manager's Report for the October 26, 2020 City Council Meetings
- B. Kenai Peninsula Borough Planning Commission Notice of Decision for Cheryl Lane Right-of-Way Vacation

COMMENTS OF THE AUDIENCE

COMMENTS OF THE STAFF

COMMENTS OF THE COMMISSION

Commissioner Petska-Rubalcava commented on the great job the Community did for Halloween. The efforts by the community were great and brought some normalcy back.

Commissioner Bentz appreciated the approach in the revision process for the Community Design Manual and advocated that there is a part in the manual that addresses the hazards that are faced by Alaskans.

Commissioner Highland commented that she would appreciate a discussion on sustainability, and if there is adequate availability for growth in development and population.

Commissioner Venuti wished City Planner Abboud a restful vacation. He complimented Chair Smith on a great job.

Commissioner Barnwell appreciated the presentation by Deputy City Planner Engebretsen on the Community Design Manual and commented his appreciation for her comparison of a small town becoming a big town very fast. He believed the CDM is very granular and if it could focus more on the Alaskanization or “Homerization” of a place the better. That the CDM provides guidelines to not only the big box stores but the Wild Honey Bistros as well. He enjoyed the discussions held.

Chair Smith commented on the quality of the discussions and comments and missed meeting in person. He noted that he may not be in attendance at the December meeting as his father is in ill health but will advise as time goes on.

ADJOURN

There being no further business to come before the Commission, the meeting adjourned at 7:37 p.m. The next Regular Meeting is scheduled for Wednesday, December 2, 2020 at 6:30 p.m. A worksession is scheduled at 5:30 p.m. All meetings are scheduled to be held virtually by Zoom Webinar from the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska

RENEE KRAUSE, MMC, DEPUTY CITY CLERK

Approved: _____



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

TO: Homer Planning Commission
FROM: Rick Abboud, AICP, City Planner
DATE: December 2, 2020
SUBJECT: Staff Report 20-72 City Planner's Report

City Council

11.23.20

Memo from Planning Commission Re: Building Height in Medical District.

Ordinance 20-87, An Ordinance of the City Council of Homer, Alaska Extending the Suspension of Homer City Code Chapter 5.42 Single-Use Plastic Bags to December 31, 2020 and Affirming January 1, 2021 as the date in which Merchants Shall Discontinue Providing Single-Use Plastic Carryout Bags. Aderhold/Venuti. Introduction November 9, 2020 Public Hearing and Second Reading November 23, 2020.

Ordinance 20-89, An Ordinance of the City Council of Homer, Alaska Amending Sections of HCC Chapter 3.05 Budget to Reflect Changes Necessary to Implement a Biennial Budget Cycle from July 1 to June 30. City Manager/Finance Director. Recommended dates: Introduction November 23, 2020 Public Hearing and Second Reading December 14, 2020.

Resolution 20-117, A Resolution of the City Council of Homer, Alaska Approving a Lease Assignment Originally held by Harbor Leasing, LLC and Assumed by Alaska Growth Capital BIDCO, Inc. to Salmon Sisters Holdings LLC and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents for a new Twenty Year Lease with Options for Two Consecutive Five Year Renewals for a Portion of Lot 12C, Port Industrial Subdivision No. 4, Plat 99-43, at an Annual Rate of \$29,785.32. (Postponed from November 9, 2020).

Resolution 20-1xx, A Resolution of the City Council of Homer, Alaska Creating a Public Works Campus Task Force and Establishing a Scope of Work and Parameters under which the Task Force will Conduct its Work. City Manager/Public Works Director.

Electronic permitting

We have selected Dude Solutions and their SmartGov product to migrate our permitting operations. I am really excited to adopt new technology that should provide efficiencies to our operation, while making it friendlier to perform electronic submissions.

Coordination with the EDC, changes at Parks

Julie staffed her first meeting with the EDC. They appreciated the opportunity to learn about the Community Design Manual, and look forward to increased communication between the Commissions. Changes are also occurring at the Parks Art Recreation and Culture Commission. As you know, Mike Illg (Community Recreation Coordinator) is now the staff person for that Commission. Matt Steffy's position of Parks Maintenance Coordinator has been revised to now be a Parks Superintendent. Making these structural changes to parks and recreation services will be an asset to our organization and its citizens!

Wayfinding and streetscape project: All capital projects were paused this spring due to COVID. Council gave approval for this project to move forward at their meeting. Julie will be working on this project in 2021 in conjunction with the EDC.



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 20-73

TO: Homer Planning Commission
THROUGH: Rick Abboud, City Planner
FROM: Julie Engebretsen, Deputy City Planner
DATE: December 2, 2020
SUBJECT: CDM Review

Introduction

Staff provided the previous CDM staff report to the Economic Development Commission. They appreciated an opportunity to see the Planning Commission's work and being part of the conversation. After the meeting, Dr. Richardson, EDC member, provided some comments about fencing. I appreciate his perspective as costs are something that the Planning Commission does not talk about during the development process, but are on the forefront of our small business minds.

At the last Planning Commission meeting, we reviewed the Site Design section from fences to the end. At this meeting, we will cover pages 21-31 of the CMD. I have provided line numbers for easy reference.

Scenic Gateway Corridor Overlay District (SGCOD)

As I was revising the Site Design section, it became apparent that extra attention is paid to the SGCOD along the Sterling Highway, from Pioneer Ave west to Roger's Loop. It's disjointed to have these extra guidelines tucked away like this. I'd like to have a section just for this district that has these extra guidelines. Please let me know if you have any objections.

Analysis

Site Design

Please review the draft CDM and see strikeouts and notes. Please bring up any items you disagree with, or things you would like to further discuss.

Line 40: struck reference to outdoor furnishings as this section was about furniture in rights of way and not a planning function.

Line 46: Scenic Gateway Overlay District: there is a whole section here that only applies to this district. Staff recommends creating a section in this document of all this items that only apply to this area, AND then review if it's appropriate to all development greater than a duplex.

Line 55: Strike #9 regarding non-motorized trails along the Sterling Highway.

Line 68-101: secondary walkways: do we need this? The provisions for secondary walkways are good, but I can't think of an example where we have needed this in the CDM. HCC 21.73.020 Level One Site Plan applies to all zoning permits. (g) and (h) require showing onsite traffic and pedestrian circulation systems, and then pedestrian access to adjacent public lands, waters, walkways and trails. These code requirements are not quite the same as requiring walkways between buildings on a site, but, we don't generally see office park type development on one lot where you would have people walking between buildings.

Staff recommendation: Strike Secondary walkways section.

Lines 101-155- keep. Helps developers understand what the community is looking for and the level of flexibility in meeting the guideline.

Line 156, about outdoor seating: Strike. This is duplicate with line 115, where trash cans and seating and/or tables are required in the common area.

Staff recommendation: Strike lines 156-158.

Line 165: outdoor area activities. Staff comment; the idea of vendor carts etc. is really nice, however, it implies that special activities can be held in the common area (like outdoor sales) that are outside the zoning code. Additionally, MOST development in Homer is small, so the size of the common area is limited. Staff recommends striking lines 165-179 regarding allowed activities in common areas.

Commercial Streetscape Section

Line 93: 50% of the primary structure must be near the front setback line.

Staff comments: This language is pretty rigid. And it's not a guideline that developers have been able to meet very often. Downtown Homer is on a hillside. Daylight basement design is common both uphill and down hill (think City Hall, Nomar, Kachemak Center, College and the book store). Most of these buildings have front and rear parking, but the buildings themselves are not near the front lot line. The other issue is that if the primary entrance is near the street, people need a place to park near that front entrance. Where possible we do want to encourage a pedestrian friendly entrance and side parking... such as at the Grog shop, or Wells Fargo.

Recommendation: change language to say Homer encourages buildings have their primary entrance near the front setback line, and that parking be along the side or rear of the buildings when possible.

Lines 206-215: Staff is working with Public Works to determine what language is already in code. Most of this has been City policy for a very long time; this section may be a duplicate of existing regulation.

Line 233: awnings and this type of architectural detail is rare in Homer. Suggest cutting.

Line 237: We have a sign code and signs are regulated by it. This section should be removed.

Landscaping and Screening

After the PC makes edits, I will reorganize this section into landscaping, and then screening. Right now it jumps back and forth between topics and could be clearer.

252: Comment: how a lot is developed usually is determined by the use of the building and how it can fit on the site. This whole landscaping and screening section is a balance between planning around vegetation and views, and planning for the building use.

Lot 266-270: Strike. It's duplicate to line 310.

Line 272: What is significant vegetation? Is the alder patch that has grown up on the Aspen Hotel site significant vegetation? Is it spruce trees of certain caliper (diameter?) I'd like some Commission discussion on what you feel is significant vegetation, and also what do to over time. (Spruce tree dies, do I have to replant or can I enjoy the new view?) This also fits into line 296-298 – replacement of lost trees.

Line 315: See revised language

Lines 339-345, strike. Already in code, or not enforceable.

Line 348-354: Strike. This clearing limit on vacant parcels has no weight in the CDM. The CDM only applies when a CUP is being applied for, not to vacant land that a landowner might wish to log or otherwise disturb the vegetation. Depending on the district, we have Development Activity Plans and Storm Water Plans that apply. The design manual is not the right home for land clearing requirements on vacant parcels.

Staff Recommendation: Review staff report and attachments. Bring forward and concerns or items you would like the Commission to discuss.

Attachments

CDM Site Design section beginning to fences

Fence information from Dr. Bill Richardson 11.13.2020

SITE DESIGN

Applicable Areas and Uses:

Within Areas Zoned Central Business District; Gateway Business District:
All non-residential uses and uses with more than 12 residential units.

Within Areas Zoned Scenic Gateway Corridor Overlay District:
All uses except single family dwellings and duplexes.

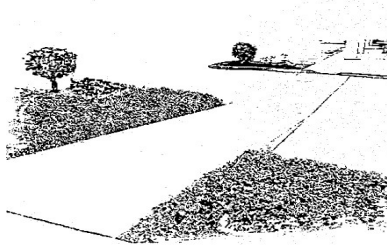
Commented [JE1]: Revisit what is required in SCGOD. Is triplex and above a reasonable threshold for CDM? When is a CUP required? Revisit when we have SGCOD section.

ON-SITE WALKWAYS

Primary Walkways:

Primary walkways are intended to link a building's main entrance to the public right-of-way and to facilitate and enhance the pedestrian environment.

1. **Link commercial buildings and the public right-of-way with primary walkways.** Commercial buildings must be served by primary walkways which directly link the building's main entrance to the public right-of-way.



2. **Assure that primary walkway width is proportionate to scale of project.** Primary walkways must be a minimum of 5 feet on small-scale projects; wider walkways may be required for larger scaled projects.
3. **Differentiate walkway surface.** Walkways must be visually distinct from parking lot and driveway surfaces and may include textured or colored materials. Paint or striping will not suffice to meet this requirement. Walkways must be functionally separate from parking lots and driveways except where they cross driveways.
4. **Accent walkway with significant landscaping.** One side of the primary walkway must be landscaped except where it crosses a driveway. The width of the landscaping shall be sufficient to maintain a proper planting environment. Planting strips must have an average width of 3 feet. Wider planting strips may be required for larger scaled projects.



5. Accent walkway with lighting and seating areas. Walkways longer than 100 feet must include lighting and seating as per lighting standards on page 30 ~~and outdoor furniture standards on page 32.~~

~~6.5.~~

7. Identify historic events or structures. Plaques, signs or art work with applicable information about historic events or structures associated with the site are encouraged.

In addition to the above, development in the Scenic Gateway Overlay District will also include:

~~7.4. Pedestrian circulation systems will be incorporated into the site design to assure that pedestrians can travel safely year-round and easily on the site and to adjacent public pedestrian ways. (CUT)~~

8. Major buildings and on-site open spaces will be connected by pedestrian ways.

~~9. Non-motorized trails parallel to the Sterling Highway are considered normal frontage improvements for new developments. They should be consistent with the Homer Non-Motorized Trails and Transportation Plan and will be developed in cooperation with Alaska DOT, Kenai Peninsula Borough, the City of Homer and private property owners.~~

Commented [JE2]: Not a code requirement. If we want to talk about sense of place, perhaps we could tie in a wayfinding plan when we have one.

Commented [JE3]: Again, another buried caveat about the SCGOL. Seems like these items should be in code, not buried here.

Commented [JE4]: It seems like this is a duplicate thought. The site is already required to have primary and secondary walkways.

Commented [JE5]: Mmm how does this play out? What is a major building, and which on-site open spaces do we mean? Revisit in context of SGO

Commented [JE6]: There is a sidewalk along one side of the Sterling highway the entire length of the district. Additionally, the Sterling Highway has a sidewalk on both sides closer to Pioneer Ave. Since we would not encourage and AVT trail along the highway, not are horse trails common, perhaps this should be struck. The HNMTTP does not appear to recommend any other type of non-motorized access along the corridor. (A wide outside lane for bikes is recommended but is already in place?)

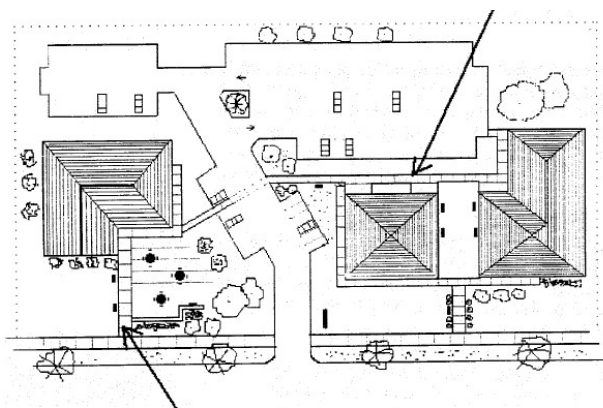
Secondary Walkways:

All commercial and multi-family parcels shall include an on-site pedestrian system that provides pedestrian movement between buildings without depending on parking lots for this purpose.

1. **Link each building with walkways.** All buildings designed for residential occupancy or business access shall be linked to each other by a secondary walkway system. Public sidewalks may be considered part of the walkway system if they provide convenient movement between structures.
2. **Assure adequate walkway width.** Secondary walkways must be wide enough for their intended purpose.
3. **Differentiate walkway surface.** Walkways must be visually distinct from the parking lot and driveway surfaces. Where walkways are flush with driveways or parking lot surfaces, textured or colored materials can provide visual distinction. Paint or striping will not suffice to meet this requirement.
4. **Avoid walkways which cross parking stalls.** Walkways may not be used for parking stalls. However, the ramp or loading area of a handicap-stall may be part of the walkway, subject to ADA conformance.

Commented [JE7]: Do we need this? Not sure it has even been used

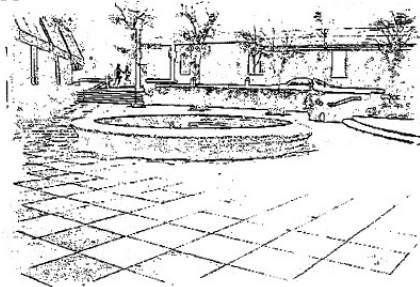
*Secondary walkways connect
each building and are distinct*



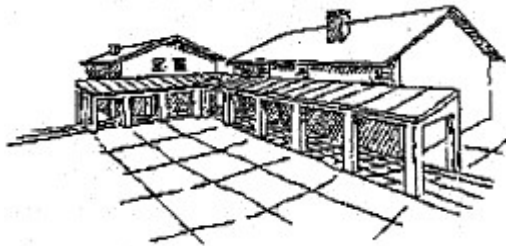
Primary walkway connects building's main entrance with the public sidewalk. Notice how the outdoor plaza provides a visual focus to the site while enhancing the pedestrian environment.

101 **OUTDOOR COMMON AREAS**

102
103 A common area is a designed outdoor space which encourages outdoor activities and leisure in
104 outdoor spaces associated with commercial development. Required common areas must be provided
105 on-site, but may be enlarged and extended into city rights-of-way to connect with the sidewalk,
106 subject to City of Homer approval.



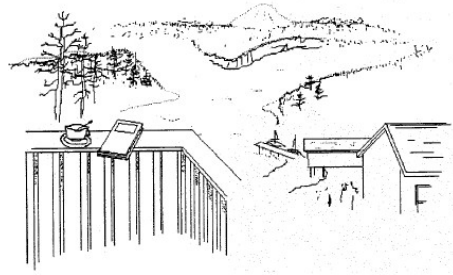
- 107
108
109 1. **Provide common area of a size proportionate to development.** Commercial development
110 greater than 5000 square feet in floor area shall include common areas equal to 5% of the
111 gross floor area of the building to which they apply, excluding garages, warehouses, and
112 similar support structures.
113
114 2. **Choose type of common area best suited to development.** Common areas must include
115 trash receptacles and casual seating and/or tables. Common areas must be one of (or a combination
116 of) the following:
117
118 a. **Balcony, terrace or covered colonnade** - providing a minimum walking width
119 of 8 feet and which also incorporates seating areas.
120



- 121
122
123 b. **Plaza** - with colored or textured pavement surface, e.g., brick, stone,
124 exposed aggregate concrete or colored and textured concrete. To provide
125 pattern and enhance the texture of the pavement, concrete surfaces shall be
126 scored or otherwise divided into smaller sections.
127



- c. Pocket park - developed between or in front of buildings which include landscaped areas of grass, trees, shrubbery and flowers, combined with limited paths and pavement areas for casual tables and/or seats.
- d. Scenic View Area - consistent with these design standards. Viewing platforms intended for public access shall be identified with signage located at the edge of the public right-of-way.
- e. Off site common areas - For structures with less than 10,000 square feet of floor area, any of the above common areas which are within 250 feet of the subject site and are at least as large as the required common area for the subject site meet common area requirements and do not have to be repeated. This does not imply that the off site common area must be accessible for the subject site's use. It merely develops an appropriate density for outdoor common areas in a given district.

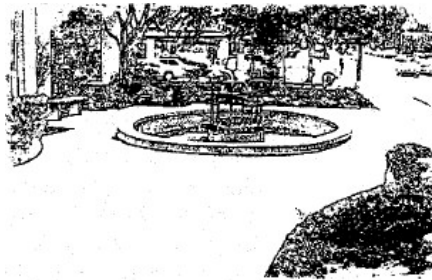


3. Locate common areas in view corridors. Where view corridors occur on a site, common areas shall be located within the view corridor. Use care in the selection of landscape plantings so as to preserve views.
4. Provide direct access to common areas with pedestrian walkways. Common areas (or outdoor stairs leading to common areas) shall be easily accessible to customers from the

public right-of-way by either primary or secondary walkways.

~~5. Provide outdoor seating where people want to sit. Pedestrian seating is encouraged in locations which allow enjoyment of sun and protection from wind and rain. Locate seating so that users can observe the activities of the street or enjoy a scenic view.~~

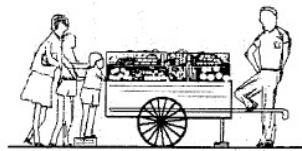
Commented [JE8]: Fairly duplicate with #2 above. The decision where to put the outdoor area is usually driven by the building location and its function, not the other way around.



~~6.5. Consider allowed activities in common areas. To assure full use and benefit of common areas to the property owner, the following activities are allowed in common areas:~~

Commented [JE9]: Recommend striking the section on activities in common areas.

- a. Vendor carts - limited to one portable handcart per 500 square feet of common area, up to a maximum of 4 carts, provided such carts do not impede pedestrian flow. Carts shall be on private paved common area, subject to owner approval. Carts must be portable and be stored away after hours.



1 / 1

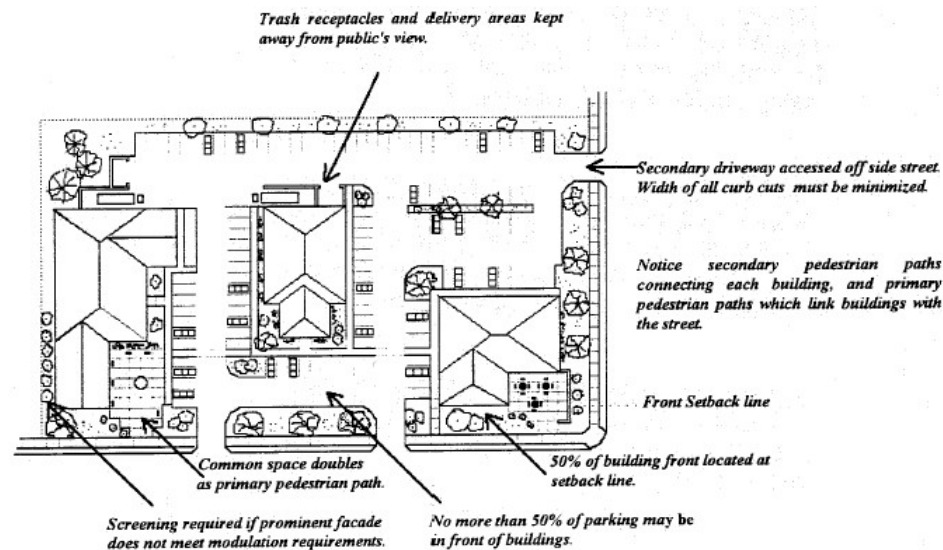
- b. Temporary art displays - allowed in private common areas, subject to owner approval.
- c. Outdoor sales - (e.g., farmers market) allowed one day per week.
- d. Outdoor dining -- Common areas used for outdoor dining may add up to one seat per 20 square feet of common area without any additional parking being required. Such seating may not impede pedestrian flow.

COMMERCIAL STREETSCAPE

To enhance the visual quality and the pedestrian environment of commercial streets and activity centers, an increased emphasis should be placed on landscaping, pedestrian walkways and architecture. Parking lots and service areas should be visually diminished by keeping them to the side or rear of the buildings.

1. Locate structure near front setback line. At least 50 percent of the primary structure's front facade shall be placed near the front setback line. The remaining portion of the building may be stepped back to accommodate common areas or parking. *However, no more than 50 percent of required parking may be located in front of a building (see parking standards on pg. 28).*

2.1. Orient service and delivery areas away from the street. Where possible, service and delivery bays, including warehouses and mini-storage units, may not be oriented to the street. These areas should be separated from public access routes and parking areas whenever practical.



Commented [JE10]: Parking is discussed below

3.2. Limit the number of curb cuts. To maximize landscaping at the street face, curb cuts for driveways shall be limited to one cut per parcel frontage or one cut per 200 feet of parcel frontage, subject to Public Works driveway separation requirements. An additional cut is allowed if the driveway is one-way. Where available, side streets or alleys should be used for additional access needs.

Commented [JE11]: What is code requirement? Update needed?

212 **4-3. Limit width of driveways to 15, 24 or 34 feet.** To further maximize landscaping at the
213 street face, one lane driveways may be no wider than 15 feet, two lane driveways may be no
214 wider than 24 feet and three lane driveways are limited to 34 feet except that necessary
215 flaring of the driveway may occur between the inner edge of the sidewalk and the gutter.

Commented [JE12]: Code requirements?

216
217 **5-4. Link dissimilar buildings with common site amenities.** Visual continuity can be
218 achieved between dissimilar buildings by emphasizing common elements of site design. (e.g.,
219 landscaping, screening, furnishings, light standards, decorative paving materials). Similar
220 colors of structures can also provide visual continuity to the streetscape.

221
222 **6-5. Provide covering over walkways where appropriate.** Encourage pedestrian use of
223 walkways by providing canopies, marquees and awnings on building fronts which abut a
224 sidewalk.

225
226 **7-6. Place no more than 50% of required parking in front of buildings.** Where practical, no
227 more than 50% of required parking may be located in front of the building. In this context,
228 the front shall be the building side facing the street providing primary access to a site.

229
230 **8-7. Avoid parking in front of building entrance.** Parking spaces in front of the main building
231 entrance interfere with entrance visibility and access. These shall be avoided.

232
233 **9. Choose awning designs appropriate to building style.** Awnings, canopies and marquees
234 may not obscure architectural details of the facade.

Commented [JE13]: Not really sure what this means.
Placement... in architecture not streetscape. Also a rare
feature in Homer, lets simplify

235
236
237 **10. Ground signs should be constructed from natural materials.** Grass, flowers and shrubs should be
238 placed around the sign to provide color and visual interest.

Commented [JE14]: Signs should follow the sign code,
which has been amended since the manual was adopted.

239 240 241 **LANDSCAPING & SCREENING**

242
243 Formal landscaping provides a pleasing transition between the natural setting and the built
244 environment and between adjacent built environments. Landscaping may not be considered
245 adequate compensation for poor site or building design; it shall be used to enhance new development
246 (regardless of how attractive the buildings on a site may be) and to soften the visual impacts of such
247 urban necessities as parking lots and mechanical equipment. Natural vegetation, together with
248 existing views of the water and land views is an integral part of the Homer setting and should
249 be preserved on both developed and vacant parcels. Views through or framed by natural vegetation
250 may be achieved while retaining the existing vegetation which characterizes Kachemak Bay.

Commented [JE15]: Re-organize this section so there is
landscaping, and screening, not mixing the two topics.

251
252 **1. Development should be located so as to preserve, to the maximum extent possible, the**
253 **best and most attractive natural features of the site.** Development should avoid areas of
254 environmental sensitivity and minimize negative impacts and alteration of natural features.

255 **2. Control vegetation to preserve existing significant views.** The following standards promote
256 retention of existing views and apply to both commercial and residential properties:

Commented [JE16]: Is this captured in building siting?
Should be in one place

257
258 a. **Selective thinning** - Larger tree stands which, over time, have closed off

significant views may be selectively thinned. Limit thinning to maintain a balance of timber and continuous canopy.

Commented [JE17]: Where do we talk about removal of diseased trees, or replanting?

Trees make up an integral part of this view. A balance between trees and view should be retained



- b. Trees within view - Allow trees to be a part of the view. Limited numbers of trees should not be considered an obstruction to a view.

c. Trimming trees. When trimming or limbing up trees to preserve views, maintain a healthy balance between the crown and trunk of the trees.

Commented [JE18]: Duplicate, see below pages

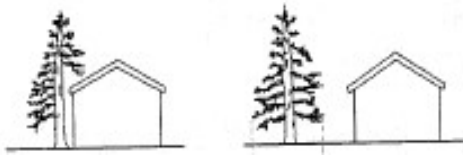
d. Tree Topping. Avoid topping or trimming which alters the natural symmetry of a tree unless necessary for safety reasons or as emergency situations dictate.

3. **Avoid removing significant vegetation.** Complete removal of significant vegetation to create new views where views do not currently exist, or to create panoramic views out of existing limited views is not permitted.

Commented [JE19]: What is significant vegetation? Local/nativespruce? Willow? Alder?

4. **Provide adequate room for retained vegetation.** Identify how retained trees will be protected both during and after construction.

- a. Location of structures. Buildings, retaining walls, utilities and paved surfaces must be far enough away from retained trees to allow room for construction activities (including grading and excavation) and to assure a proper growth environment after construction.



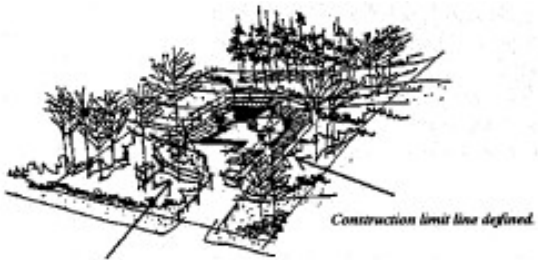
Neither the building footprint or the area of construction should encroach into the drip line of trees to be protected

b. Area of construction. In no case shall construction activities take place within the drip line of the tree (root zone) without extra precautions.

c. Tree well. Provide a tree well or other form of protection where the surrounding grade must be raised.

5. Protect existing trees during construction. Significant vegetation to be retained must be protected during construction by installation of an effective system. The system must be approved by the Public Works Department, and must be in place during construction.

Limits of disturbance must be carefully defined and delineated. Areas of nondisturbance must be protected.



6. Replace lost trees which were intended to be retained. Any tree proposed or required to be retained and which is subsequently lost or destroyed must be replaced with at least three 6-foot trees of an appropriate species.
7. Choose plantings which are compatible with existing vegetation. Plantings must be of a type which will thrive amid existing vegetation without killing or overtaking it. Avoid mixing incompatible plants which require different planting environments or micro-climates. Avoid haphazard mixture of textures, colors and plant types.
8. Locate vegetation to preserve significant views. Views and vistas from public rights-of-way shall be considered when determining placement of vegetation. While it is not the intent to avoid all trees in the foreground of a view, consideration should be given to the expected

height of trees and how they might be located to "frame" the view.

9. **Retain the natural symmetry of trees.** Trimming of trees shall be done in a manner that preserves the tree's natural symmetry. Topping shall be avoided unless required for health/safety reasons. Limbing-up may be appropriate if sufficient crown is retained to preserve the tree's health.

10. **Use shrubs or vines on blank walls.** ~~Blank walls shall include a narrow planting area with shrubs or vines giving coverage to the wall.~~ Revision: Landscape along blank walls. Shrubs, vines or other plantings can be used to provide either coverage or grouped plantings along otherwise plain walls.



Shrubs and vines provide good coverage to walls which lack architectural interest

11. **Outside storage of materials and equipment and trash, if otherwise allowed, should be screened from view from adjacent streets and residential areas.** Such screens should be opaque and may consist of walls, fences, landscaped berms, evergreen plantings, or any combination thereof.
12. **Enclosed storage of materials, equipment and trash is encouraged.** The enclosure will be built to be complementary to the primary structure or landscaped or located so as to not be visible from the street.
13. **Elements such as, but not limited to; HVAC units, telephone boxes, fuel tanks and electrical transformers, shall be integrated into the site design through the use of landscaping, berms or fences and should be as unobtrusive as possible.**
14. **Landscaping will be planned in such a way as to preserve views from public rights-of-way.** Consideration will be given to the expected height of trees and how they might be located to frame the view.
- ~~15. **Landscape plants will be chosen to be compatible with existing native vegetation and to thrive in Homer's climate.**~~
- ~~16. **All disturbed lands will be revegetated within nine months or the next growing season, whichever is sooner.**~~
- ~~17. **Conform to all other landscape criteria in the Homer City Code.**~~

Commented [JE20]: Keep this here

Commented [JE21]: Make AK appropriate. Not a lot of successful vines for our climate.

Commented [JE22]: Cut graphic

Commented [JE23]: We don't ask for a specific plant list or follow up on specific shrub plantings over the life of the CUP.

Commented [JE24]: See code

Commented [JE25]: Already a code requirement.

347

348 ~~Vacant Parcels in All Zones:~~

349

350 ~~Limit Clearing to no more than 50% of significant vegetation and retain vegetation in all~~
351 ~~required buffers and setbacks. Clearing limitations apply to all vacant parcels with no~~
352 ~~approved Development Activity Plan, Storm Water Plan, or Zoning permit for development~~

353

354

Commented [JE26]: If not a CUP, this doc does not apply.
So unless I had a vacant lot CUP, it makes no sense.

R I C H A R D S O N D M D , I N C
4 1 2 E P i o n e e r A v e . S u i t e # 2
H o m e r A l a s k a 9 9 6 0 3

(9 0 7) 2 2 6 - 2 2 1 8 O f f i c e

(9 0 7) 2 2 6 - 2 3 1 0 F a x

11/13/2020

INRE: COMMUNITY DESIGN MANUAL CITY OF HOMER EDC PACKET PAGES 46,47,48 "FENCES"
WITH COMMENTS; COMMUNITY DESIGN MANUAL CITY OF HOMER PAGES 31,32,33

Time Spent on Review, Research and Comment: 3 hour 20 minutes

Dear Julie,

Thank you for sharing information with the Economic Development Commission regarding revisions of the Community Design Manual, specifically Fencing. I have put together some basic research and comments to help foster conversation about how to best update this portion of the manual.

Fencing is most often thought of as a physical barrier

Fencing may be the oldest means of traffic management and property division, whether intended to herd pre historic caribou, route the enemy on beachheads, or protect property from theft. The use of fencing for cosmetic purposes likely constitutes a lesser proportion of use than for crowd control or exclusion. Still cosmetic uses are discussed and appear in far more diverse form than the structural uses.

As Britannica online points out "**Fence**, barrier erected to confine or exclude people or [animals](#), to define boundaries, or to decorate. Timber, [soil](#), [stone](#), and [metal](#) are widely used for [fencing](#)." ¹ [See Article History](#)

** It is important to recognize that a large proportion of building owners will be planning fencing as a physical barrier rather than as a cosmetic addition. The Homer Community Design Manual addresses fencing largely as a cosmetic addition to a Suburban neighborhood outside of a big city.

¹ <https://www.britannica.com/technology/fence-barrier>

Fencing Height and Safety

Some communities have specific language referring to fencing height as a safety barrier.

For example, fencing used at school buildings, pools or sport fields often have clearly defined characteristics to achieve an appropriate barrier.

“Child Care Learning Center: 591-1-1-.26(4) - Playgrounds shall be protected from traffic or other hazards by a four (4) foot or higher secure fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area.”²

Fencing Type and height used as barriers may be business specific and not easily outlined in city manuals. For example, slat type fencing that is three feet tall may be inappropriate for a dog grooming business.

Certain fencing products and shorter heights of fence may be a danger to Moose, and people riding snow machines, especially when the base layer of snow covers the fence.

Privacy Fencing

There is no mention of privacy fencing in the Homer Community Manual. There verbiage regarding fencing blocking the view of streets would somewhat address business to business privacy fencing.

In communities that have limited real estate to develop, it is not uncommon to have privacy fencing appear. Privacy fencing is fairly common in the lower 48 to separate office buildings where the windows look into the windows of the adjacent building.

Privacy fencing can often be visible from the road and is usually greater than 5 feet high. It is not uncommon for privacy fencing to be placed between the street and the business.

² <http://www.decal.ga.gov/documents/attachments/PlaygroundFencingTips.pdf>

Cost of Installing Fencing³

To fence the perimeter of approx. 1 acre of property [210 x 210 feet- approx. 1 acre]:

- Silver Galvanized including 1 Drive Thru Gate, 2 pedestrian Gates: \$17,800 installed ³
 - \$18/Square foot - installed
 - Install (1) 16 foot drive through gate - \$2200 – included above
 - Install (2) Pedestrian Gates - \$300/Each – included above
- Colored Galvanized Fence add 20% to Silver price
- Wood Cedar 6 foot Slat Fence no Gates - \$33,600 Installed.
 - \$40/linear foot - installed

** possible significant increase in metal and wood material price next year.

Approximate Cost for frontage only – 210 Feet Road frontage w/ installation

- 210 feet 4' silver x \$18 per sq/ft no gates = \$3780 w/installation
- 210 Feet 4' colored no gates \$3780x1.2 [20% more than silver]= \$4536 w/installation
- 210 Feet 6' Cedar no gates \$40*210 = \$8400 w/installation

Approximate Cost for frontage only – 210 Feet Road Frontage – No Installation

- 210 Feet 4' Home Depot Vinyl Picket Fence Panels \$156*26 panels \$4056 - no gate⁴

** Costs above assume ideal ground conditions and access to areas where fencing installed.

Life span of fencing

- Chain link – unlimited until damaged – ie tree falls, snow and ice damage, vehicle impact
- Cedar – require every 3 year coating to keep from graying – replacement time depends on moisture levels and conditions.
- Vinyl Picket – unknown life span – depending on color may need cleaning.

³ Hypothetical for 1 acre - Phone Estimated provided by McKinley Fence [Jason] 907 357 3731 – 1 acre calculated as 43,500 sq feet with 210 road frontage or 840 linear feet of property line.

⁴ <https://www.homedepot.com/p/Weatherables-Cheyenne-4-ft-H-x-8-ft-W-White-Vinyl-Fence-Picket-EZ-Pack-PWPI-THD3-4x8DE/205068281#product-overview>

Recommendations for the Community Design Manual on Fencing:

- Security, Safety and Function should outweigh Cosmetics when the fence is intended as a barrier. The Manual already alludes to this. In addition - even if the Fence is in view of the street.
- Cosmetics should prevail when the fencing has no other function.
- The fencing section of the manual does not have a discussion about privacy fencing, barbwire or razor wire.
- Planning needs to maintain significant latitude when a business has a justified function for a barrier regardless of the verbiage in the manual.
- Items such as veneered smooth face cinder block, select rock, wrought iron and brick are very expensive and may be unobtainable by many cottage businesses. Expanding affordable options beyond coated chain link on wood framing would be helpful.
- The Community Design Manual should have a sentence regarding maintenance of the fence.

I hope you find this information helpful.

Sincerely

Dr. Bill Richardson DMD.

Time Log

Call Triple A Fence in Anchorage 10 min

Call McKinley Fence 10 min

Web Research 10:00 to 11:20- 1 hour 20 min

Web Research, Letter Draft, Phone Calls 11:45 to 12:15 - 30 min

Letter Draft, phone call 5:30 to 7:00 – 1 hour 30 min



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

Memorandum

TO: Mayor Castner and Homer City Council
THROUGH: Rick Abboud, City Planner
FROM: Homer Planning Commission
DATE: November 4, 2020
SUBJECT: Revisiting Medical District Building Heights

City Council recently adopted the new Medical Zoning District. In that ordinance, the Planning Commission had recommended allowing a building height limit of 65 feet through the conditional use permit process. Council expressed concern over the allowance of buildings that tall, and amended the ordinance to a maximum of 35 feet. Council asked the Commission to revisit the 65 foot height and consider whether a smaller portion of the Medical District would more appropriate for allowing taller buildings.

The Commission has spent nearly eleven months discussing the district, and building height was addressed several times through the process. The Commission never reached unanimous agreement about height, and is unlikely to at this time. The Commission is in agreement to not limit the location of taller buildings to a sub-area within the district.

The Commissions comments are as follows:

In support of taller buildings:

1. Allows for more efficient land use and density by building up rather than spreading structures over more land area
2. This is an area of the city where more density is desirable based on the comprehensive plan as it is served by full city services and is within the core area of the community
3. The hospital has voiced a concern over lack of parking as a hindrance to their operations and service expansion. Taller buildings may allow for parking structures to be included in future projects.

Drawbacks of taller buildings:

1. Tall buildings may block views for other properties, including homes
2. Concern over the scale of buildings - potential for too tall a structure next to shorter buildings
3. Concern over soil properties and if the area is suitable for tall buildings

Commission Recommendation: Building Height in the Medical District could be revisited in the future if development warrants. Taller buildings in general and density within the core area of the community are comprehensive plan goals, whether they are appropriate and timely for adoption now or in the future.



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue
Homer, Alaska 99603

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

Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: November 5, 2020
SUBJECT: City Manager's Report for November 9th Council Meeting

Fiscal Year Change Update

The Finance Director, City Attorney, and myself have held multiple meetings to discuss the process and identify any potential challenges or pitfalls to changing the City's current fiscal year structure. After receiving some input from the public accountant firm Porter & Allison, we were able to narrow in on a key component of how to move forward (18 month FY20 vs. 6 month FY21). At this time, it appears that a truncated FY21 (January to June 2021) will be the best path for our organization. Director Walton has worked up a tentative timeline and we're working with staff, vendors, and consultants to get a clear view of what help may be available and how much it would cost to engage. We are planning to bring action items related to this issue to the November 23rd Council Meeting.

Community Recreation Sports Equipment Lending Library Pilot Project

Community Recreation Manager Illg, with assistance from Library Director Berry, is evaluating the feasibility of community recreation sports equipment lending library pilot project. I think this is an exciting concept that could give members of our community access to new recreational opportunities during the winter and beyond. Individuals or organizations who may have sporting equipment to donate to a lending library are encouraged to contact Mike Illg at MIllg@ci.homer.ak.us or 235-6090.

GFOA Budget Award Follow Up

As a follow up to the notice of the GFOA Budget Award last month, please see a memo and supporting materials attached to this report which provide more information related to the comments from GFOA.

Welcome to New HPD Officer Charles Lee

Officer Lee comes to us after a 2 ½ year stint with the Unalaska Police Department and five years with the Kenai Police Department. Officer Lee holds bachelor's degrees in Criminal Justice and Psychology. He also has an advanced certificate from the Alaska Police Standards Council and approximately 2000 hours of law enforcement related training.

COVID-Related Updates

COVID Emergency Declaration Information

While it remains uncertain if the Governor will extend the State's emergency declaration (on November 4th the Mayor and I attended a meeting via conference call with State officials who remain noncommittal on the

matter), questions remain as to how continuing to have an emergency declaration impacts the City. I was not able to give a thorough rundown of the pros and cons of having a local emergency declaration at our last meeting. Staff from my office have taken time to research this issue and have provided the following notes in consultation with former HVFD Fire Chief Purcell who has worked many years with FEMA and Derotha Ferraro at SPH for her perspective as a Unified Command partner:

The Disaster Emergency Declaration formally recognizes the presence of COVID-19 in the community and the attendant public health and safety risks of its transmission, including the potential to compromise the provision of essential healthcare and city services. Ending the disaster declaration indicates the COVID-19 pandemic is a normal condition and the City and response partners can handle it with their own resources.

Cons:

1. Closes communication avenues for response. Under a disaster declaration, the City has:
 - A framework for working with community partners to share concerns about the direction the pandemic is taking, anticipating response needs and taking coordinated action to mitigate negative impacts on public health and safety.
 - A framework for local officials to mobilize quickly to respond to an outbreak, support healthcare partners with public information/resource acquisition during crisis situation or to carry out an immunization program.
 - Public educational opportunities which media outlets are offering free of charge and at reduced rates (radio updates, PSAs, etc.)
2. Necessary resources to respond to and recover from the COVID-19 pandemic may exceed the resources available in the City of Homer. Ending the emergency declaration could carry financial implications by closing opportunity for:
 - Financial assistance and/or
 - Other resource assistance through formal resource requests from FEMA, other Federal agencies and the State of Alaska to help meet challenges COVID-19 poses to our healthcare system and our economy. For instance, without an emergency declaration it is hard to make a case for resource assistance or reimbursement for City personnel response costs incurred for a prolonged amount of time that are associated with COVID-19. Currently the Federal public health emergency is extended to January 21, 2021, unless an earlier termination date is announced or a further extension is granted.
3. Sends a mixed message to public, potentially undermining efforts to:
 - Inform and encourage public participation in health and safety mitigation measures
 - Implement City department/facility contingency of operations plans aimed at protecting staff health and insuring continued provision of city services.

Pros:

1. Allows reassignment of personnel time which has primarily been responding to the pandemic, i.e. PIOs and Incident Commander.
2. Minus a State disaster declaration, the AK Department of Health & Social Services or other state agencies may have their own authority to provide assistance to communities regardless of a local disaster declaration, so some assistance with COVID-19 response may continue.

Change in City COVID Risk Level

Beginning October 29th, I transitioned the City organization to the “Orange” risk level. This change was made based on an analysis using the risk assessment framework presented as part of my CM Report on October 12th. As a result we returned to an alternative service delivery program for the Library, suspended in-person recreation at the HERC, and reverted to an intercom system at the public door of the Harbormaster’s Office. Voting continued without modification or interruption. We also recommitted to COVID best practices like face coverings and social distancing. I will continue to work with staff to re-evaluate our COVID risk level as our local context continues to evolve.

COVID Conflict

Prior to shifting to an “Orange” risk level, some of our facilities were seeing increased conflict with members of the public who were not willing to adhere to the rules within City facilities. My office has initiated outreach to groups that can help us with de-escalation training for public facing employees. I hope to select a provider and offer this training in the very near future.

Homer Airport Terminal Update – COVID Adaptation

In anticipation of flights being offered out of the Homer Airport Terminal once more, staff met to discuss COVID conscious protocols for the terminal building. These protocols include: requiring the use of masks while at the terminal; encouraging the public to wait in their cars prior to a flight or picking someone up; spacing out seating to encourage social distancing if someone must wait in the terminal; and providing hand sanitizer, among other practices implemented as COVID mitigation measures. Staff have yet to receive notice from RAVN concerning when they plan to take flight out of Homer. According to the company’s FAQ webpage (<https://ravnalaska.com/faq>), RAVN hopes to “return to flight in Alaska, hopefully by mid-November.” RAVN will be requiring all customers to wear face masks while on board flights and every plane will be sanitized prior to customers entering for their flight.

Enclosures:

1. GFOA Update: Memo and Supporting Materials



City of Homer

www.cityofhomer-ak.gov

Finance Department

491 East Pioneer Avenue
Homer, Alaska 99603

finance@cityofhomer-ak.gov

(p) 907-235-8121

(f) 907-235-3140

Memorandum

TO: Mayor Castner and Homer City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Elizabeth Walton, Finance Director
DATE: November 4, 2020
SUBJECT: GFOA Distinguished Budget Presentation Award

The Finance Department received official notice on October 14, 2020 that the City of Homer received the GFOA Distinguished Budget Presentation Award for our FY20/21 Budget.

The department received a packet of information from GFOA that included: a confirmation letter, a press release template, an award to be included in our next budget document, and a completed rating form with accompanying commentary. This packet of information is attached with this memo.

The most informative portion of this packet is the rating form and accompanying commentary. Three separate people reviewed our budget document and assigned a rating to each of the categories. This rating form allows us to easily identify the weakest areas in our budget document. Those areas needing the most attention are “Strategic goals and strategies”, “Long-range financial plans”, and “Impact of capital investments on operating budget”. The lone area where the City received an outstanding rating is “Fund balance”.

Strategic Goals and Strategies:

City Administration spent a significant amount of time during the last budget cycle identifying strategic goals and priorities for each of the city departments. Per included commentary, the City budget could benefit from “providing long-term, entity wide strategic goals”.

Long-Range Financial Plans:

There is a requirement that “long range financial plans be identified for at least two years beyond the budget year”. We are lacking in this area. “Any impacts of the long range plan on the current budget” should also be noted.

Impact of Capital Investments on Operating Budget:

Per commentary, more information should be given about the potential impacts on the operating budget that are associated with nonrecurring capital maintenance costs.

October 14, 2020

Elizabeth Walton
Finance Director
City of Homer
491 E. Pioneer Ave.
Homer, AK 99603

Dear Ms. Walton:

We are pleased to inform you, based on the examination of your budget document by a panel of independent reviewers, that your budget document has been awarded the Distinguished Budget Presentation Award from Government Finance Officers Association (GFOA) for the current fiscal period. This award is the highest form of recognition in governmental budgeting. Its attainment represents a significant achievement by your organization.

The Distinguished Budget Presentation Award is valid for two years. To continue your participation in the program, it will be necessary to submit your next biennial budget document to GFOA within 90 days of the proposed budget's submission to the legislature or within 90 days of the budget's final adoption. A Distinguished Budget Program application is posted on GFOA's website. This application must be completed and accompany your next submission. (See numbers 12 and 13 on page 2 of the application for fee information and submission instructions.)

Each program participant is provided with confidential comments and suggestions for possible improvements to the budget document. Your comments are enclosed. We urge you to carefully consider the suggestions offered by our reviewers as you prepare your next budget.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual(s) or department designated as being primarily responsible for its having achieved the award. Enclosed is a Certificate of Recognition for Budget Preparation for:

Finance Department

Continuing participants will find a brass medallion enclosed with these results. First-time recipients will receive an award plaque that will be mailed separately and should arrive within eight to ten weeks. Also enclosed is a camera-ready reproduction of the award for inclusion in your next budget. If you reproduce the camera-ready image in your next budget, it should be accompanied by a statement indicating continued compliance with program criteria.

The following standardized text should be used:

Elizabeth Walton

October 14, 2020

Page 2

Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of Homer, Alaska**, for its Biennial Budget for the biennium beginning **January 1, 2020**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

This award is valid for a period of two years only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

A press release is enclosed.

Upon request, GFOA can provide a video from its Executive Director congratulating your specific entity for winning the Budget Award.

We appreciate your participation in this program, and we sincerely hope that your example will encourage others in their efforts to achieve and maintain excellence in governmental budgeting. The most current list of award recipients can be found on GFOA's website at www.gfoa.org. If we can be of further assistance, please contact the Technical Services Center at (312) 977-9700.

Sincerely,

A handwritten signature in black ink that reads "Michele Mark Levine". The signature is written in a cursive, flowing style.

Michele Mark Levine
Technical Services Center

Enclosure

FOR IMMEDIATE RELEASE

October 14, 2020

For more information, contact:

Technical Services Center

Phone: (312) 977-9700

Fax: (312) 977-4806

E-mail: budgetawards@gfoa.org

(Chicago, Illinois)--Government Finance Officers Association is pleased to announce that **City of Homer, Alaska**, has received GFOA's Distinguished Budget Presentation Award for its budget.

The award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

- n a policy document
- n a financial plan
- n an operations guide
- n a communications device

Budget documents must be rated "proficient" in all four categories, and in the fourteen mandatory criteria within those categories, to receive the award.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual(s) or department designated as being primarily responsible for having achieved the award. This has been presented to **Finance Department**.

There are over 1,600 participants in the Budget Awards Program. The most recent Budget Award recipients, along with their corresponding budget documents, are posted quarterly on GFOA's website. Award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other governments throughout North America.

Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources and practical research for more than 20,500 members and the communities they serve.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Homer
Alaska**

For the Biennium Beginning

January 1, 2020

Christopher P. Morill

Executive Director

BUDGET REVIEW COMPOSITE RATING FORM
GFOA Distinguished Budget Presentation Awards Program

Agency:

Homer, AK

Fiscal Year beginning:

January 2020

Document number:

B9942545

At least 2 of the three reviewers must rate the document "proficient" or "outstanding" on all four overall categories and all mandatory criteria in order for the document to receive the award

Information Not Present (1)			Does Not Satisfy (2)			Proficient (3)			Outstanding (4)			
R1	R2	R3	R1	R2	R3	R1	R2	R3	R1	R2	R3	
												Introduction and Overview
			✓	✓	✓	✓	✓	✓				* C1 Table of contents (mandatory)
						✓	✓	✓				P1 Strategic goals & strategies
						✓	✓	✓				P2 Short-term organization-wide factors influencing decisions
						✓	✓	✓				* P3 Priorities and issues (mandatory)
						✓	✓	✓				* C2 Budget overview (mandatory)
												Financial Structure, Policy, and Process
						✓	✓	✓				* O1 Organizational chart (mandatory)
						✓	✓	✓				F1 Fund descriptions and fund structure
						✓	✓	✓				O2 Department/fund relationship
						✓	✓	✓				F2 Basis of budgeting
						✓	✓	✓				* P4 Financial policies (mandatory)
						✓	✓	✓				* P5 Budget process (mandatory)
												Financial Summaries
						✓	✓	✓				* F3 Consolidated financial schedule (mandatory)
						✓	✓	✓				* F4 Three (four) year consolidated & fund financial schedules (mandatory)
							✓	✓	✓			* F5 Fund balance (mandatory)
			✓	✓	✓	✓	✓	✓	✓			* F6 Revenues (mandatory)
												F7 Long-range financial plans
												Capital & Debt
	✓	✓	✓			✓	✓	✓				* F8 Capital expenditures (mandatory)
						✓	✓	✓				F9 Impact of capital investments on operating budget
												* F10 Debt (mandatory)
												Departmental Information
						✓	✓	✓				* O3 Position summary schedule (mandatory)
						✓	✓	✓				* O4 Department descriptions (mandatory)
				✓		✓	✓	✓				O5 Unit goals and objectives
						✓		✓				O6 Performance measures
												Document-wide Criteria
						✓	✓	✓				C3 Statistical/supplemental section
						✓	✓	✓				C4 Glossary
					✓	✓	✓	✓				C5 Charts and graphs
						✓	✓	✓				C6 Understandability and usability
												Overall
						✓	✓	✓				Overall as a policy document
						✓	✓	✓				Overall as a financial plan
						✓	✓	✓				Overall as a operations guide
						✓	✓	✓				Overall as a communications device

- N Special Capital recognition (three "outstanding ratings on F8 and F9)
- N Special Performance Measure recognition (three "outstanding" ratings on O6)

**GOVERNMENT FINANCE OFFICERS ASSOCIATION
DISTINGUISHED BUDGET PRESENTATION AWARDS PROGRAM
BUDGET REVIEWER'S COMMENTS AND SUGGESTIONS**

FOR: CITY OF HOMER, AK

YEAR: 2020-2021

INTRODUCTION AND OVERVIEW:

The Table of Contents is included.

Strategic goals and strategies does not meet the criterion. This criterion relates to the long term, entity wide, strategic goals that provide the context for decisions within the annual budget. Consider including action plans or strategies on how the goals will be achieved. Refer to GFOA's best practice on Establishment of Strategic Plans.

Budget message is included and informative.

FINANCIAL STRUCTURE, POLICY, AND PROCESS:

Organization chart is included.

The description of funds is included.

Consider adding a matrix to explain the department / fund relationship.

Expand your Financial Policies. Refer to GFOA's best practices on Adopting Financial Policies.

FINANCIAL SUMMARIES:

Consolidated financial schedules are included and include the requisite years.

Expand the section on Revenues – include methods used to estimate revenues for the budget year – trend analysis, assumptions, etc.

Presentation of long range financial plans does not meet this criterion. This criterion requires the identification of long range financial plans that extend at least two years beyond the budget year. The impacts of the long range financial plan on the current budget and future years should be noted. Refer to GFOA best practices on Long Term Financial Planning.

CAPITAL & DEBT:

A presentation of Capital expenditures is included.

The impact of capital improvements on the operating budget does not meet the criterion. Anticipated operating costs associated with significant nonrecurring capital maintenance costs or additional utility costs should be included. Anticipated savings or revenues

**GOVERNMENT FINANCE OFFICERS ASSOCIATION
DISTINGUISHED BUDGET PRESENTATION AWARDS PROGRAM
BUDGET REVIEWER'S COMMENTS AND SUGGESTIONS**

FOR: CITY OF HOMER, AK

YEAR: 2020-2021

CAPITAL & DEBT: (continued)

expected to result from significant nonrecurring capital expenditures should be described and quantified such as reduced utility costs and lower maintenance costs

Debt information is included

DEPARTMENT INFORMATION:

The Position summary schedule is included.

Unit goals and objectives are included.

Performance measures do not meet the criterion. Performance measures should include the outputs of individual units and provide a meaningful way to assess the effectiveness and efficiency of those units. The measures should be related to the mission, goals, and objectives of each unit. Include information for at least three years – the prior year actual, current year estimate or budget and budget year. Refer to GFOA's best practice on A Systematic Approach to Managing Performance and Performance Management for Decision Making.

DOCUMENT WIDE CRITERIA:

Interesting and informative statistical information.

A glossary is included.

Document includes relevant charts and graphs.

Format all pages in portrait mode.

Reviewer I.D. # R909

Reviewer ID: T062
Name of Entity: City of Homer
Record Number:

Document Number: B994
State/Province: AK
Order Rec'd Number:

Comments

- * **C1** Pagination on pdf does not match document.
- P1 Strategic goals are not clear
- P2
- * **P3** Additional information on local economy and legislative considerations would be helpful.
- * **C2**
-
- * **O1** Present on one page, if possible, even if page is landscape in document.
- F1
- O2 Consider a high-level chart showing funds and departments
- F2
- * **P4** Not clear if both sections are considered financial policies or just those in code
- * **P5**
-
- * **F3** Clearly presented in tables--charts should be shown as landscape in document
- * **F4** Presentation of previous biennium meets this criterion.
- * **F5** Fund balance and policy are both shown on p. 52--outstanding.
- * **F6** Trend data on revenue sources would be helpful
- F7 Long-term projections for both operating and capital are needed to meet this criterion.
-
- * **F8**
- F9 Information should be provided for individual projects.
- * **F10** Good information--see previous comments on formatting.
-
- * **O3** Consider rounding to nearest tenth.
- * **O4** Good format for department pages.
- O5 Objectives should be measureable and clearly linked to strategic goals.
- O6 Keep working on measures--some are much stronger than others.
-
- C3 City Profile information (pp 36-7) well presented.
- C4 Good, thorough glossary--consider separate acronym list
- Good number of charts with informative content, but they are often not presented in landscape so
- C5 they can be viewed easily by the reader.
- C6

OVERALL: Budget contains good information. Additional work on strategic goals, measures and long-term financial planning will help ensure that policy makers understand the direction in which the city is headed. Keep up the good work.

GOVERNMENT FINANCE OFFICERS ASSOCIATION
DISTINGUISHED BUDGET PRESENTATION AWARDS PROGRAM
BUDGET REVIEWERS COMMENTS AND SUGGESTIONS

For: City of Homer AK
Fiscal Year: 2020/2021
Reviewer: T288
Document Number: B9942545
Order Received Number: 85623001

Introduction and Overview

There was little discussion of organization wide strategic goals or priorities that addressed long term goals. You did a good job discussing short term goals but there was a lack of any discussion how this fits in with the city's goals and mission statement.

Financial Structure, Policy, and Process

There was a good description and discussion of financial policies, and I liked the budget calendar, but I would have preferred that the budget calendar on page 41 was closer to the narrative on page 23.

Financial Summaries

The financial summaries covered the required years. Too many of the charts and tables were oriented the wrong way so that it was difficult to read on-line. This was very distracting and made the charts unusable.

Capital and Debt

Capital expenditures were shown, I would put more into the description so it would be clear why it is a capital project and not operating.. There was nothing about the impact on operations for the capital expenditures you had, nothing about any anticipated savings or increased costs that would result from the investments in capital.

Departmental Information

The performance measures were shown in separate tables and were clear and focused on results and accomplishments.

Document-wide Criteria

This was a good first submission, and the budget book will be greatly improved by only minor changes in the budget calendar, overview of the budget process, financial policies, operating impact of capital investments, and easier readability of the charts and graphs.



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue
Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: November 19, 2020
SUBJECT: City Manager's Report for November 23rd Council Meeting

Melissa Jacobsen Awarded Clerk of the Year by Alaska Association of Municipal Clerks

I am very excited to extend congratulations to City Clerk Melissa Jacobsen for being recognized as Alaska's Clerk of the Year. I have been continually impressed by the high level of work that comes out of the Clerk's Office since arriving in Homer, and I'm glad to see that her peers throughout the state also recognize the value she provides to both her local community and the statewide network of city clerks. Nothing works without clerks, and I'm very happy to have such an exceptional City Clerk on our team.

Good Luck and Goodbye to Rachel Friedlander

I also want to extend congratulations to Rachel Friedlander who is preparing to transition into the position of City Manager for the City of Seldovia. Rachel has served the City of Homer as Executive Assistant to the City Manager for the last two years and has been an absolute all-star for our organization. I'm very grateful for the support she has provided me in the early days of my tenure here in Homer. I look forward to having her as a colleague and hope that our two communities will benefit from the strong working relationship we've forged here in City Hall.

Greetings from Consul Aniya

Mayor Castner received a letter dated November 3rd from Consul Aniya who was appointed as Head of the Consular Office of Japan in Anchorage May of this year. Last year, Mayor Castner convened a group of three members of the public interested in furthering the relationship Homer has with its sister city, Teshio. One of the members, Megumi, has assisted the City with translation of correspondence sent to the Mayor of Teshio and even brought gifts from Homer for his office when she traveled to Japan at the beginning of the year. The City has yet to receive a response from Teshio however Consul Aniya's engagement with Homer could be yet another way to strengthen relations with our sister city. Staff are helping the Mayor make arrangements with Consul Aniya's office to participate in the future "Japan-Alaska Sister City forum" he mentions in his letter and will provide updates to Council as this moves forward.

Intersection of Soundview and Sterling Highway

Prior to the pandemic, there had been some outreach by community members and local schools to improve safety conditions at the intersection of Soundview and Sterling Highway. Councilmembers Lord and Venuti revived this issue with my office and I did some outreach to AKDOT. I have sent them a letter indicating the existence of a safety concern. The letter also requests a safety assessment and recommendations for improvements from their team. After the review and recommendations are complete, I will assess the path forward and inform Council of the outcome.

De-escalation Training

As a follow up to my last report, arrangements are being made through AMLJIA to provide de-escalation training to staff later this month. We'll be digitally hosting three 90-minute sessions to try and capture as many participants as possible.

Virtual Conferences

The Alaska Municipal League and Alaska Municipal Management Association held virtual conferences which spanned the last two weeks. I participated in select sessions from both conferences.

COVID-Related Updates

COVID Framework Reviews

I continue to meet with staff to review our risk status according to the framework. I have a review scheduled for the afternoon of the 19th (after I submit this report for publication). If any changes in risk level are determined through that process I will communicate that to Council.

Council Chambers COVID Remodel

The Council Chambers remodel is well underway. Much of the new dais has been constructed and the old dais will be removed from Chambers the week of the 23rd. Work will begin shortly on the clerk's desk and podium. IT is wrapping up the details for the tech upgrades.

Enclosures:

1. Employee Anniversaries
2. AAMC Clerk of the Year – Melissa Jacobsen
3. Letter from Consul Aniya and Mayor Castner's response
4. Letter to AKDOT regarding intersection of Soundview and Sterling Highway



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue
Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

Memorandum

TO: MAYOR CASTNER AND CITY COUNCIL
FROM: Andrea Browning
DATE: November 23, 2020
SUBJECT: November Employee Anniversaries

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

Dave Shealy,	Police	23	Years
Lisa Ellington,	Port	14	Years
Jenna deLumeau,	Finance	11	Years
Ian Overson,	Police	9	Years
Rachel Friedlander,	Admin	2	Years



Clerk of the Year Award

2020 Clerk of the Year Melissa Jacobsen, MMC

Homer City Clerk Melissa Jacobsen, MMC, received the prestigious Clerk of the Year Award on November 17, 2020, at the Alaska Association of Municipal Clerks (AAMC) Business Meeting held virtually due to the COVID-19 pandemic.

This award was established in 2000 to recognize Alaska municipal clerks who have made significant contributions toward furthering the municipal clerk profession, improving municipal government, continuing professional development through education, demonstrating leadership, and making significant contributions to the quality of life in their community.

Below are remarks prepared by the 2018 Clerk of the Year Award recipient Nova Javier when presenting the award to Melissa:

"This year's awardee was nominated by elected officials, manager, co-workers, and community members based on her leadership, ethics, professionalism, and excellence. She is described as a leader during one of the most challenging and muddled times in modern history.



The awardee furthered the municipal clerk profession by remaining positive and steadfast working on behalf of AAMC to ensure the spirit of our association remained strong during this pandemic.

This year's recipient is praised for her dedication in improving individual access and participation to the democratic process. She has made strategic and systemic changes and introduced new technology. She has lead in moving her City's "paper catacombs" into the digital age. She is a person who strives every day to be the change she wants to see in the world as she CONTRIBUTES greatly to her community. Council members and community members alike commend her positive attitude and calm demeanor. Watching her run an election during a pandemic has highlighted the hard work she puts into ensuring every member of the public has access to the polls while encouraging best practices and up to date safety measures.

This year's recipient started her service as a Deputy Clerk in 2004 and became the Clerk in 2017. She is a Master Municipal Clerk and she exemplifies one deserving of the AAMC Clerk of the Year award for her interest in lifelong learning, her knowledge, and her enthusiasm.

This year's 2020 Clerk of the Year award goes to our current AAMC President, Melissa Jacobsen. Congratulations Melissa!"

About the Award

The purpose of the Clerk of the Year (COTY) Committee is to select a clerk who has been nominated to be recognized for their outstanding achievements and contributions to their community. This award is presented to the selected clerk, during the annual AAMC banquet. The tradition of selecting a Clerk of the Year began in 2000 and carries on to this day.

Award Recipients

2020: Melissa Jacobsen, MMC, City of Homer

2019: Kacie Paxton, MMC, Ketchikan Gateway Borough

2018: Nova Javier, MMC, Kodiak Island Borough

2017: Jamie Newman, MMC, City of Wasilla

2016: Johni Blankenship, MMC, Kenai Peninsula Borough

2015: Debra Marlar, MMC, City of Kodiak

2014: Jo Johnson, MMC, City of Homer

2013: Katy Suiter, MMC, City of Ketchikan

2012: Janey Hovenden, MMC, City of Fairbanks

2011: Laurie Sica, MMC, City & Borough of Juneau

2010: Jean Lewis, CMC, City of Seward

2009: Sheri Pierce, MMC, City of Valdez

2008: Colleen Ingman, MMC, City and Borough of Sitka

2007: Marjorie Harris, CMC, Municipality of Skagway

2006: Kristie Smithers, MMC, City of Wasilla

2005: No Recipient Awarded

2004: Bertha Panigeo, CMC, North Slope Borough

2003: Sandra Dillon, CMC, Matanuska-Susitna Borough

2002: Linda Murphy, MMC, Kenai Peninsula Borough

2001: Mary Calhoun, CMC, City of Homer

2000: Mona Lisa Drexler, CMC, Fairbanks North Star Borough

Consular Office of Japan

3601 C Street, Suite 1300

Anchorage, AK 99503

PHONE: (907) 562-8424

FAX: (907) 562-8434

Dear Mr. Ken Castner, Mayor of Homer,

November 3, 2020

My name is Masaru Aniya, and I was appointed as the Director of the Consular Office of Anchorage in June this year. I will do my best to promote friendship between Japan and Alaska with my wife, Yukiko. Thank you for your cooperation.

I understand that Homer City and Teshio Cho have promoted friendly relations between citizens through the exchanges. Citizen exchange plays a very important role in bilateral relations. It transcends political and economic relationships, which are sometimes influenced by changing times, and plays a major role in the field of education, which focuses the eyes of young people on international relations.

There is a famous Beethoven saying, from when he wrote the 9th Symphony and released it to the world, in which he expressed, "From the Heart - May it go back to the Heart".

I think that particles of joyful emotion are scattered in the hearts of everybody in the world. I think we can share those particles of joyful emotion within the group of sister cities. It is like if someone says, "I was moved by the film about Fred Rogers," and someone who heard that saw the film, and was moved again. Though it is a small matter, this is a very important moment which could change the direction of someone's life.

Sister city relations will continue to be developed by the independent initiatives of both cities. As sister city relations are being promoted between Japanese municipalities and Alaska, the Consular Office of Japan in Anchorage would also like to start activities to promote this important bond as a whole. Our Office has decided to launch the "Japan-Alaska Sister City Forum" to promote bilateral exchanges while casually discussing and sharing wisdom, so that exchanges can continue despite the COVID-19 pandemic. In the near future, we would like to hold an online meeting (using an app such as Microsoft Teams or Zoom) with persons in charge of each sister city relationship. Therefore, I would greatly appreciate it if you would let us know the name and contact information (email address) of the person who manages your sister city relationship.

Although it is the last note but not the least, I pray for your good health and further achievements in the future.



Masaru Aniya

Consular Office of Anchorage



City of Homer

www.cityofhomer-ak.gov

Office of the Mayor

491 East Pioneer Avenue
Homer, Alaska 99603

mayor@ci.homer.ak.us

(p) 907-235-3130

(f) 907-235-3143

November 12, 2020

Honorable Masaru Aniya, Director
Consular Office of Japan
3601 C Street, Suite 1300
Anchorage, Alaska 99503

Dear Mr. Aniya:

How delightful to receive your letter, and congratulations on your appointment. The pandemic of the novel virus has placed many unwelcomed restraints on our lives and activities, and the mandates of distancing have strained relationships we took for granted.

Your idea of a forum is a good one. Shortly before the onset of the viral spread, we delivered a New Year's greeting to our Sister City of Teshio. We hoped that 2020 would bring us back together in Japan for a personal exchange of peace and goodwill and the continued commitment to achieve the goals you so elegantly speak of in your letter.

Meetings over the internet (Zoom) have become our "new normal" and we would be delighted to introduce our Sister City Committee to you and have a discussion about planning a wider-attended forum.

Should the occasion arise that you think you could safely travel, we would welcome a visit in Homer with you and your wife. We would very much like to meet you.

Rachel Friedlander is employed by the City of Homer, and she would be the one to handle the arrangements. I will ask her to make acquaintance with Mr. Hughes of your office.

With very best wishes and prayers for good health,

Ken Castner, Mayor
City of Homer

cc: Sister City Committee
cc: Mr. Michael Hughes, via email



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue

Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

November 13, 2020

Joselyn Biloon

Kenai Area Planner, AKDOT&PF

PO Box 196900

Anchorage, AK 99519

Electronically submitted: joselyn.biloon@alaska.gov

Ms. Biloon,

The City of Homer has a safety concern regarding the intersection of Soundview Avenue and the Sterling Highway. This intersection is used by many drivers, cyclists, and pedestrians. Schools including West Homer Elementary and Fireweed Academy are located nearby and there is a significant amount of activity at this intersection while parents are picking up or dropping off their children. The Homer Police Department has received several complaints over the past five years about this intersection, almost all from the school district. The main complaint is very slow moving traffic when students are either showing up or leaving. As the vehicles leave the school, most go to the intersection and turn left to come back into town.

I would like to request assistance from the Alaska Department of Transportation and Public Facilities in the form of a safety assessment, including traffic counts of all types of road users, and recommendations for safety improvements regarding the intersection of the Sterling Highway and Soundview Avenue.

If I can be of any assistance in providing additional information, please let my office know.

Best regards,

Rob Dumouchel, City Manager

CC:

Chief Robl, Homer Police Department

Jan Keiser, Homer Public Works Director

Eric Waltenbaugh, Principal of West Homer Elementary

Todd Hindman, Principal of Fireweed Academy



City of Homer
Planning and Zoning Department

11/9/2020

Soundview Ave and Sterling Hwy Intersection 2018

0 150 300 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.