



**Homer City Hall**  
491 E. Pioneer Avenue  
Homer, Alaska 99603  
[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## City of Homer Agenda

**Economic Development Advisory Commission Regular Meeting**

**Tuesday, May 11, 2021 at 6:00 PM**

**City Hall Cowles Council Chambers via Zoom Webinar**

**Webinar ID: 990 0366 1092 Password: 725933**

**Dial: 346-248-7799 or 669-900-6833; (Toll Free) 888-788-0099 or 877-853-5247**

**CALL TO ORDER, PLEDGE OF ALLEGIANCE, 6:00 P.M.**

**AGENDA APPROVAL**

**PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA (3 Minute Time Limit)**

**RECONSIDERATION**

**APPROVAL OF MINUTES**

A. April 13, 2021 Regular Meeting Minutes **Page 3**

**VISITORS/PRESENTATIONS (10 Minute Time Limit)**

A. Peter Briggs, Corvus Design – Wayfinding-Streetscape Plan Project Introduction

**STAFF & COUNCIL REPORT/COMMITTEE REPORTS (5 Minute Time Limit)**

A. EDC Staff Report **Page 8**

B. Chamber Director Report

C. Homer Marine Trades Association Report **Page 9**

D. Kenai Peninsula Economic Development District (KPEDD) Report

**PUBLIC HEARING**

**PENDING BUSINESS**

A. Comprehensive Economic Development Strategy (CEDS) Update **Page 11**  
i. DRAFT Kenai Peninsula Economic Development District (KPEDD) CEDS (*laydown*)

**NEW BUSINESS**

A. Proposed 5-Year Capital Improvement Plan (CIP) for Public Works **Page 12**  
i. DRAFT Public Works 5-Year CIP **Page 14**

[B.](#) Wayfinding-Streetscape Plan Project Update **Page 19**

[C.](#) Annual Review of the City of Homer’s Comprehensive Plan **Page 20**

**INFORMATIONAL MATERIALS**

[A.](#) City Manager’s Report for April 26, 2021 **Page 21**

[B.](#) City Manager’s Report for May 10, 2021 **Page 26**

[C.](#) EDC 2021 Calendar **Page 29**

**COMMENTS OF THE AUDIENCE** (3 Minute Time Limit)

**COMMENTS OF THE CITY STAFF**

**COMMENTS OF THE CITY COUNCILMEMBER** if present)

**COMMENTS OF THE CHAIR**

**COMMENTS OF THE COMMISSION**

**ADJOURNMENT**

Next Regular Meeting is **TUESDAY, JUNE 8, 2021 at 6:00 p.m.** All meetings scheduled to be held via Zoom Webinar in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Session 21-04 a Regular Meeting of the Economic Development Advisory Commission was called to order by Chair Karin Marks at 6:00 p.m. on April 13, 2021 at the Cowles Council Chambers, City Hall located at 491 E. Pioneer Avenue, Homer, Alaska via Zoom Webinar, and opened with the Pledge of Allegiance. Commissioners Jeffrey Johnson and William Richardson did not seek reappointment. Commissioner Johnson's seat was filled by Commissioner Adele Person. One seat remains vacant.

**PRESENT:** COMMISSIONERS MARKS, BROWN, SPEAKMAN, AREVALO, CHEROK, PERSON

**STAFF:** DEPUTY CITY PLANNER ENGBRETSSEN  
DEPUTY CITY CLERK TUSSEY

The Economic Development Advisory Commission met in a Worksession from 5:30 p.m. to 5:55 p.m. prior to the meeting. This worksession was facilitated by City Clerk Jacobsen regarding advisory body training.

### **AGENDA APPROVAL**

Chair Marks called for a motion to approve the agenda.

SPEAKMAN/AREVALO MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

### **PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA**

### **RECONSIDERATION**

### **APPROVAL OF MINUTES**

A. March 9, 2021 Regular Meeting Minutes

Chair Marks called for a motion to approve the meeting minutes.

BROWN/SPEAKMAN MOVED TO APPROVE THE MINUTES.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

## **VISITORS/PRESENTATIONS**

### **STAFF & COUNCIL REPORT/COMMITTEE REPORTS**

#### A. EDC Staff Report

Deputy City Planner Engebretsen welcomed new commissioner Adele Person and spoke to her written report, noting the following:

- City Council awarded the Wayfinding-Streetscape Plan contract to Corvus Designs; she will be contacting them tomorrow to start laying out meeting/project timeframe.
- Planning Commission is making progress on the Community Design Manual rewrite.
- Attendance at the March Chamber of Commerce board meeting.
- Participation in the joint City of Homer/South Peninsula Hospital mass COVID vaccination events; those are starting to wind down as vaccinations moves more towards SPH-driven pop-up events and clinic walk-ins.
- Met with Commissioner Arevalo to make improvements to the EDC webpage.
- Was not able schedule a presentation with Robert Green, Small Businesses Administration; will try to have a speaker at a future meeting.
- Upcoming agenda items in May: would like to look at the 5-year Comprehensive Plan and review of the Kenai Peninsula Economic Development District (KPEDD) Comprehensive Economic Development Strategy (CEDS).

Commissioner Arevalo commented on the EDC webpage updates/improvements. There was brief discussion on the types of web links and resources the commissioners and staff found helpful.

#### B. Chamber Director Report

Chair Marks noted that Brad Anderson will not be in attendance; the Winter King Salmon Tournament is this weekend.

#### C. Homer Marine Trades Association Report

#### D. Pioneer Avenue Task Force Report

Chair Marks reported that they are working on the upcoming peony celebration. Their next meeting is April 20<sup>th</sup> at 5:30 p.m. and is open to the public.

Commissioner Person inquired if this report should be renamed based on the actual work that is being done by the task force since its primary objective has evolved. Discussion ensued between the commission and Deputy City Clerk Tussey on amending the name. Chair Marks agreed to work with staff on updating the report section for the next meeting.

#### E. Kenai Peninsula Economic Development District Report

Chair Marks noted Deputy City Planner Engebretsen's verbal recap during her staff report. Ms. Marks commented that she is looking forward to a timeframe being set.

Commissioner Arevalo inquired on the Sothern Kenai Peninsula/Homer's response to the CEDS survey. There was discussion on the positive/strong response and when it would be appropriate to have the draft results of those surveys posted.

## **PUBLIC HEARINGS**

## **PENDING BUSINESS**

## **NEW BUSINESS**

- A. Review of Strategic Plan & Business Recruitment & Retention Plan (BR&E)
- i. EDC 2020-2021 Strategic Plan/Goals
  - ii. BR&E Executive Summary Excerpt

Chair Marks introduced the item by reading the title and deferred to Deputy City Planner Engebretsen to initiate discussion.

Ms. Engebretsen spoke to her memo, working down the list of goals that are in the EDC's strategic plan and referenced in the Business Recruitment & Retention Plan (BR&E) executive summary. She requested feedback from the commission on if there's anything in their goals that they'd like to focus on for their spring/summer meetings.

There was discussion on the following areas:

- Assisting Kenai Peninsula Economic Development District (KPEDD) with public outreach for development of the Kenai Peninsula regional Comprehensive Economic Development Strategy (CEDS); more to come once KPEDD published the new CEDS.
- If COVID funding would be available for the City to facilitate assistance programs again like they did last year; not likely according to staff.
- Interest in future programs to help businesses, such as storefront improvement assistance.
- Preference to focus on the Wayfinding-Streetscape Plan project for now.
- Possibly not holding a July meeting if there aren't any actionable items, and then come back in the fall with a new project to focus on.

- B. Election of EDC Officers

Chair Marks introduced the item by reading the title and requested the commission to determine how they would like to vote since unanimous consent is not allowed for elections.

AREVALO/BROWN MOVED TO USE A SHOW OF HANDS TO CONDUCT ELECTIONS.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Chair Marks requested nominations for Vice Chair. Commissioner Person volunteered to serve in either the Vice Chair or Chair role. She commented that it would be easier to hold discussion on both roles rather than separately. Chair Marks noted they are voting for each seat separately and would agree to be Chair again if nominated.

BROWN/CHEROK NOMINATED COMMISSIONER ADELE PERSON FOR VICE CHAIR.

There was brief discussion on the “raise hand” feature in Zoom.

VOTE: YES: MARKS, BROWN, SPEAKMAN, AREVALO, CHEROK, PERSON

Motion carried.

Chair Marks asked the commission if they preferred she hand the gavel over to the Vice Chair to conduct Chair elections, or if they were fine with her continuing. No commissioners objected. Chair Marks said she would serve again if nominated.

BROWN/SPEAKMAN NOMINATED COMMISSIONER KARIN MARKS FOR CHAIR.

There was no discussion.

VOTE: YES: MARKS, BROWN, SPEAKMAN, AREVALO, CHEROK, PERSON

Motion carried.

### **INFORMATIONAL MATERIALS**

- A. Resolution 21-026 Awarding the Contract for Development of Homer Wayfinding-Streetscape Plan
- B. EDC Reappointment Letter & Certificate for Nicole Arevalo
- C. City Manager’s Report for March 22, 2021
- D. City Manager’s Report for April 12, 2021
- E. EDC 2021 Calendar
- F. Memo 21-057 EDC Appointment of Adele Person w/ Backup Items

Chair Marks thanked Commissioner Arevalo for serving on the EDC for another term. There was discussion on providing the EDC report at the next City Council meeting, with Ms. Marks agreeing to be present at the April 26<sup>th</sup> meeting. In response to Chair Marks’ comments, Deputy City Clerk Tussey noted Commissioner Person’s appointment information was provided in the supplemental items online.

### **COMMENTS OF THE AUDIENCE**

**COMMENTS OF CITY STAFF**

Deputy City Clerk Tussey welcomed Commissioner Person and commented that it was a good meeting.

Deputy City Planner Engebretsen noted that once the EDC is well into the Wayfinding-Streetscape Plan project, it would be a great time to keep City Council and the public apprised of how the project is going. They had mixed feelings about the project so having good representation from the EDC to Council will be important. She commented that it was a great meeting and thanked the commission for their time.

**COMMENTS OF THE COUNCILMEMBER**

**COMMENTS OF THE CHAIR**

Chair Marks thanked Commissioners Arevalo and Person again for serving and noted that leaves one seat vacant, which needs to be filled by a city resident. She commented on the value of having a full commission due to quorum issues, and advertising meetings in advance even if they have to cancel.

**COMMENTS OF THE COMMISSION**

Commissioner Arevalo welcomed Commissioner Person to the team.

Commissioner Cherok welcomed Commissioner Person and noted it was good to see everyone again.

Commissioner Person commented that it was great to be there and looks forward to working on the Wayfinding-Streetscape Plan project.

Commissioner Speakman welcomed Commissioner Person and opined that it's going to be a busy summer; there's going to be lots of work for them to do.

Commissioner Brown thanked Deputy City Planner Engebretsen for her work on the EDC strategic plan and voiced her excitement to have Commissioners Arevalo and Person on the commission.

**ADJOURN**

There being no further business to come before the Commission, Chair Marks adjourned the meeting at 7:02 p.m. The next Regular Meeting is Tuesday, May 11, 2021 at 6:00 p.m. All meetings scheduled to be held via Zoom Webinar in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

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RACHEL TUSSEY, CMC, DEPUTY CITY CLERK I

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



# City of Homer

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Planning

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TO: Economic Development Advisory Commission  
FROM: Julie Engebretsen, Deputy City Planner  
DATE: May 5, 2021  
SUBJECT: May Staff Report

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**Virtual Job Fair: Alaska Job Centers** will host the 2021 Spring Statewide Virtual Job Fair beginning next week. Over a five-week period, from April 26 to May 31, 2021, employers and job seekers will be able to connect through internet chat platforms. This free online event connects Alaska residents with employment opportunities.

<https://labor.alaska.gov/news/2021/news21-14.htm>

Hosted by the Alaska Sea Grant Marine Advisory Program, the **Alaska Shellfish and Seaweed Festival** celebrates and raises awareness of the sustainably grown and harvested seafood products available right here in Alaska. Mariculture is an emerging industry in Alaska, and this festival provides an opportunity to learn about what it's like to run an oyster or seaweed farm, where to find quality shellfish and seaweed products in your communities, and interesting and delicious ways to cook Alaska's fresh, locally grown mariculture foods.

<https://alaskaseagrant.org/event/alaska-shellfish-and-seaweed-festival/>

## **PC updates:**

- The Commission continues to review and simplify the Community Design Manual. A public hearing is scheduled for May 19<sup>th</sup>, prior to moving forward for Council consideration.
- Safeway applied for a conditional use permit to expand the store; this would increase their storage space, not general retail area.
- Grace Ridge Brewery applied for and was approved for a conditional use permit to build a new building on the corner of Smokey Bay Way and Ben Walters Lane
- There are a few other commercial additions and new projects in the works. With low interest rates we expect to see typical new home construction, remodels, new decks, etc.
- Homer may see new subdivisions constructed this year with subsequent new homes in the next few years. Due to our short construction seasons, its not unusual for a project to take two years (or more) to go from paper plan to constructed subdivision ready for new homes.

## **Placeholder: Topics to revisit with the strategic plan**

- Pioneer Ave Task Force
- Workforce Development Speakers



**Homer Marine Trades Association  
Regular Meeting Minutes  
April 7, 2021  
NOMAR**

The meeting was called to order by President Mark Zieset at 6:15 p.m.

Directors Present: Mark Zieset, Kate Mitchell, Jen Hakala, Cinda Martin, Matt Alward and Josh Hankin-Foley. Bruce Friend, Eric Engebretsen and Aaron Fleenor were absent. A quorum was established.

Guests Present: none

Approval of Agenda: Motion by Jen Hakala to approve the Agenda as presented, 2<sup>nd</sup> and carried.

Approval of the March 10<sup>th</sup>, 2021 meeting minutes: Motion by Jen Hakala to approve the minutes of the previous meeting as written, 2<sup>nd</sup> and carried.

Treasurer's Report: Jen Hakala presented a current balance sheet and A/R Aging Report, copy attached. She reported that she filed the State of Alaska Biennial report and created an Instagram account, she is looking for content to post. The finance committee will meet after we receive the Advertising Committee's proposed budget to finalize the association's budget.

**Committee Reports:**

- Advertising – Kate reported that the City has set aside \$4,000 to assist with our advertising budget. The committee met to discuss opportunities including Anchorage radio ads. They reviewed a proposal with Alpha Media for the Great Alaska Fishing Report Sponsorship daily on KHAR; 50 30-second radio ads @ \$500/month or 60 second ads for \$600/month; this would be a good use for a portion of the City funds and allows for cooperative advertising opportunities during the summer months. Motion by Kate Mitchell to approve contract with Alpha Media for the 30 or 60 second radio ad sponsorship of the Fishing Report May thru August requesting \$2,000 from the City funds toward the contract with the balance to be paid by HMTA, 2<sup>nd</sup> and carried. Motion by Matt Alward to authorize the Advertising Committee to spend the remaining \$2,000 of City funds as they deem appropriate, 2<sup>nd</sup> and carried. Mark and Josh reported that Grady has revamped our website and is ready to present to the board; Mark will set up a meeting. Grady is looking for content.
- Workforce Development – House Bill 100 testimony; Mark, Kate and Cinda gave testimony supporting our college and Jesus' position.
- Scholarship – Cinda reported that we have spent \$5,441 to date including \$2,283 sent to KPC; there is \$3,559 remaining of our funds and \$834 at KPC. The \$1,000 scholarship applications are due by 4/15 and applicants do not have to be graduating seniors.

**Old Business:**

- Round Haul – Bay Welding and Salmon Sisters are both interested in hosting the next round haul
- Chamber updates – Mark reported that the Chamber has officially invited HMTA to their new Marketing Committee. Bruce Friend would like to be our liaison to share information. Mark will forward the meeting invite to Bruce.

- Back to the Bay – Kate reported that the boat will not sail this year but they are still trying to promote it through various events in the community.

New Business:

- Maritime Career Presentation opportunity – Matt reported on a series of career spotlights happening online statewide sponsored by Alaska Career Information System (AKCIS); the Marine Trades industry is being spotlighted on April 21<sup>st</sup> and needs presenters. There is an outline to follow, Josh Hankin-Foley has volunteered to participate, looking for a few others.

Next Meeting: Wednesday, May 5<sup>th</sup>, 2021 at NOMAR

Adjourn: There being no further business to come before the board members, the meeting was adjourned at 7:45 p.m.

Respectfully submitted,

Cinda Martin  
HMTA Secretary



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## Memorandum

TO: ECONOMIC DEVELOPMENT ADVISORY COMMISSION  
FROM: JULIE ENGBRETSSEN, DEPUTY CITY PLANNER  
DATE: MAY 4, 2021  
SUBJECT: DRAFT COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDs)

**Requested Action:** Review the draft CEDs and bring comments to the meeting. I hope to have a copy of the plan in the paper packet, but it may be a laydown item on Monday, May 10<sup>th</sup>. If nothing else, we can go through the document on-line together.

I understand the public comment period is May 10 – June 12. I will provide a link to the plan, so you can share the information with interested community members. Homer had a good showing from the community during the earlier part of the process – lots of comments were submitted from the southern Kenai Peninsula.

If the Commission would like more time to review the draft and make comments, we can continue the conversation to the June meeting!

Attachment/Laydown Item at Meeting: DRAFT Kenai Peninsula Economic Development District (KPEDD) CEDs



## Memorandum

TO: ECONOMIC DEVELOPMENT ADVISORY COMMISSION

FROM: JANETTE KEISER, PE, PUBLIC WORKS DIRECTOR

DATE: APRIL 8, 2021

SUBJECT: PROPOSED 5-YEAR CAPITAL IMPROVEMENT PLAN FOR PUBLIC WORKS

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### I. The Issue

The City Council has asked for longer-term capital planning. The purpose of this memorandum is to present a proposed 5-year Capital Improvement Plan for Public Works to the EDC and solicit comment.

### II. Background

The City's capital planning process has not been systematic over the years. Homer has commissioned the development of multiple planning documents over the years, which include recommendations for capital projects for various elements of Homer's infrastructure – the Water/Sewer Master Plan, the Non-Motorized Trails & Transportation Plan, the Drainage Management Plan, the Karen Hornaday Park Master Plan and numerous others. Some of the projects identified in these plans have been funded on an *ad hoc* basis; that is, as some project raises to the top of a priority list in some given year. However, there's been no means to collect high priority projects into one planning document.

The City has multiple means to fund capital projects for its infrastructure, including the HAWSP Fund, the HART Roads Fund, the HART Trails Fund and the Water/Sewer CARMA Funds. But, there has been no systematic means of programming these funds to address serious repair, replacement or system capacity needs. We're sitting on millions of dollars of reserves, with millions of dollars in unmet repair/replacement needs, and no way to bridge the gap. The purpose of the 5-Year Capital Improvement Plan serves that purpose. It shows how the funds can be used over time, to address deferred maintenance, replace deteriorating facilities and provide for expanded capacity.

**Q** – Why a 5-year Plan? **A** – Five years is a reasonable period of time to look into the future. It's long enough that it requires some mindful forecasting, but short enough to avoid sheer speculation. There is precedence for a 5-year time frame; for example, federally-funded transportation programs are required to use a 5-year look-ahead.

**Q** – What is included? **A** – The proposed 5-year CIP includes all aspects of Public Works operations – Roads, Sidewalks, Trails, Parks, Drainage works, Building Maintenance, ADA Compliance, Water & Sewer. It also includes distributions, for each category of operations, for Fleet Replacements and the Computerized Maintenance Management System (CMMS) software. And, in cases where Special Assessment Districts could be formed, the proposed 5-year CIP includes a reserve for the City's share of such districts.

**Q** – How is the proposed plan based on? **A** – Generally, for each project, there is corresponding documentation in a topic-specific planning document. For example, the Roads element is based on the Road Financial Plan, which was reviewed at the April 12, 2021 City Council meeting and multiple City Commissions. The Fleet Replacement elements are based on the Fleet Replacement Schedule, which was reviewed at the March 31, 2021 City Council Work Session. The Water/Sewer elements are based on the Water/Sewer CIPs, which were originally adopted in 2020 and are in the process of being updated.

**Q** – Does approval of the proposed plan mean the projects are automatically approved for all five years? **A** – No. We are not seeking appropriation for the entire five years of projects, at this time. The intent is that the City Council would approve the overall strategies behind the 5-year Plan, so the process/policies become institutionalized as part of the budget process. As part of the current budget cycle, we will be seeking appropriation for projects for the immediate budget cycle; that is, Years 1 and 2.

**Q** – Does the proposed plan consider cash flow? **A** – Partially. We have tried to take into consideration the extent to which funds ebb and flow as revenues are received and payments are made for projects. However, we do not yet have a system for receiving regular reports of these matters so we cannot yet sensibly predict cash flow. We are working on a way to do this.

### **III. Recommendation**

We will be recommending the City Council adopt the proposed 5-Year Public Works Capital Improvement Plan. What does this mean? It means the City Council would adopt the strategies behind the proposed Plan and commit to the concept of a long-term plan to repair/rebuild Homer's infrastructure. We will not be asking for specific appropriations for specific projects at that time. We will do this later, as part of this year's budget process.

We ask that the EDC review the draft Plan, make comments, and endorse the strategies to the City Council.

**Public Works 5-Year Capital Improvement Plan**

Legend	Funding has already been appropriated.			Hypothetical result if HART Trails Fund could be used to support Parks.			Recommended Funding Source	Total Investment in Category
	Year 1 July 2020 - June 2021	Year 2 July 2021- June 2022	Year 3 July 2022- June 2023	Year 4 July 2023- June 2024	Year 5 July 2024- June 2025			
<b>Roads</b>								
Road share of Ocean Drive SAD	\$ 52,606						HART Road - Year 1 already appropriated	
Fleet Replacement - Roads share	\$ 416,000	\$ 184,999	\$ 31,666	\$ 459,166	\$ 408,333		HART Road - Year 1 already funded by Ord 21-06	
Small Works Road Repair Program	\$ 105,000	\$ 70,000	\$ 10,000	\$ 20,000	\$ 20,000		HART- Roads - Year 1 already funded by Ord 20-33	
CMMS - Fleet Share		\$ 20,000					HART Road	
Grind & Pave Program		\$ 177,895	\$ 70,784	\$ 200,000	\$ 240,000		HART Road	
Road Base Reconstruction Program		\$ 240,000	\$ 240,000	\$ 240,000	\$ 240,000		HART Road	
Fuel Island Replacement - Design		\$ 20,000					PW CARMA	
Fuel Island Replacement - Construction			\$ 190,000				PW CARMA - \$90,000 already appropriated	
<b>Total - Roads</b>	<b>\$ 573,606</b>	<b>\$ 712,894</b>	<b>\$ 542,450</b>	<b>\$ 919,166</b>	<b>\$ 908,333</b>			<b>\$ 3,656,449</b>
<b>Sidewalks</b>								
Main Street Sidewalk - Design	\$ 110,700						HART Road - Year 1 Already funded by Ord 20-32 & Ord 21-12	
Main Street Sidewalk - Construction		\$ 1,100,000					HART Road	
Ben Walters Way Sidewalk - Design & Survey			\$ 100,000					
Ben Walters Way Sidewalk - construction				\$ 1,500,000			HART Road	
Svedlund to Sr. Citizens Center Sidewalk - design & construction					\$ 500,000		HART Road	
<b>Total - Sidewalks</b>	<b>\$ 110,700</b>	<b>\$ 1,100,000</b>	<b>\$ 100,000</b>	<b>\$ 1,500,000</b>	<b>\$ 500,000</b>			<b>\$ 3,310,700</b>
<b>Trails</b>								
Small Works Trails Maintenance	\$ 36,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000		HART Trails - Year 1 already funded by Ord 20-36	
Poopdeck Trail ADA ramp	\$ 45,000						HART Trails - Year 1 already funded by Ord 20-54	
Karen Hornaday Park - new pedestrian access trail - construction		\$ 150,000					applying for grant funding; use HART Trails for required match	
Old Nelson Trail - design, survey & permitting			\$ 40,000				HART Trails	
Old Nelson Trail - construction				\$ 180,000			HART Trails	
Fairview Ave Trail - east - design, survey & construction			\$ 30,000				HART Trails	
Fairview Ave Trail - west - design, survey & permitting					\$ 40,000		HART Trails	
Fairview Ave Trail - west - construction								
Beluga Boardwalk Extension - design, survey & permitting					\$ 50,000		HART Trails	
<b>Total - Trails</b>	<b>\$ 81,000</b>	<b>\$ 160,000</b>	<b>\$ 80,000</b>	<b>\$ 190,000</b>	<b>\$ 100,000</b>			<b>\$ 611,000</b>
<b>Parks</b>								

Legend	Funding has already been appropriated.			Hypothetical result if HART Trails Fund could be used to support Parks.			Total Investment in Category
	Year 1 July 2020 - June 2021	Year 2 July 2021- June 2022	Year 3 July 2022- June 2023	Year 4 July 2023- June 2024	Year 5 July 2024- June 2025	Recommended Funding Source	
Fleet Replacement - Parks share		\$ 60,000	\$ 60,000	\$ 50,000			
Automatic Pay Kiosks	\$ 85,000					CARES Act - sole source contract approved by Reso 20- 108	
Woodard Creek trail	\$ 7,025					Donation - appropriated by Ord 20-90	
Karen Hornaday Park - Road Realignment	\$ 15,000	\$ 120,000				Year 1 already appropriated by Acct 160-0777-5261. Balance to come from HART Road	
Karen Hornaday Park - Restroom Replacement		\$ 300,000				HAWSP	
Karen Hornaday Park - Water & Sewer Line replacement		\$ 25,000				HAWSP	
Karen Hornaday Park - Parking Area		\$ 75,000				Parks Fund	
Pioneer Ave Pocket Park			\$ 5,000			Parks Fund	
Bartlett Street Pocket Park			\$ 10,000			Parks Fund	
Parks ADA Transition Plan		\$ 50,000				Parks Fund	
Parks ADA Implementation			\$ 20,000	\$ 20,000	\$ 20,000	Parks Fund	
Bishop's Beach Restroom Replacement - Design		\$ 25,000				HAWSP	
Nick Dudiak Fishing Lagoon Accessible Ramp & Retaining Wall - design		\$ 5,000				Parks Fund & ADA Fund	
Bishop's Beach Restroom Replacement - Construction			\$ 400,000			HAWSP	
Fishing Hole Restroom Replacement				\$ 350,000		HAWSP	
Nick Dudiak Fishing Lagoon Accessible Ramp & Retaining Wall - Construction				\$ 55,000		Parks Fund & ADA Fund	
Ben Walters Restroom Renovations					\$ 75,000	HAWSP	
Jack Gist Park Improvements - Drainage					\$ 60,000	HART Road	
Picnic Table Replacement Program		\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	Parks Fund	
KHP Ballfield Renovation Program		\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	Parks Fund	
Implentation for Wayfinding Program		\$ 20,000	\$ 20,000	\$ 10,000	\$ 10,000	Parks Fund	
<b>Total - Parks</b>	<b>\$ 107,025</b>	<b>\$ 693,000</b>	<b>\$ 528,000</b>	<b>\$ 498,000</b>	<b>\$ 178,000</b>		<b>\$ 2,004,025</b>
<b>Total Cost of Parks + Trails</b>	<b>\$ 188,025</b>	<b>\$ 853,000</b>	<b>\$ 608,000</b>	<b>\$ 688,000</b>	<b>\$ 278,000</b>		
Additional needed from Parks Fund for costs, which can't covered by another fund	\$ -	\$ 233,000	\$ 208,000	\$ 348,000	\$ 113,000		
\$ 674,618	\$ 831,639	\$ 755,639	\$ 704,660	\$ 513,681	\$ 552,702		
<b>Drainage</b>							
Small Works Drainage Program	\$ 110,000	\$ -	\$ -	\$ 25,000	\$ 25,000	HART- Roads - Years 1-3 already funded by Ord 20-34	
Horizon Court Landslide Repair	\$ 20,000					HART Road - Already funded by Ord 20-61(A)(S)	
Woodard Creek Culvert- Construction	\$ 463,353					HART- Roads - already appropriated by Ord 21-08	
Mt. Augustine Drainage Improvements - Construction	\$ 97,000	\$ 75,000				HART- Roads - Year 1 already funded by Ord 20-85	

Legend	Funding has already been appropriated.			Hypothetical result if HART Trails Fund could be used to support Parks.			Total Investment in Category
	Year 1 July 2020 - June 2021	Year 2 July 2021- June 2022	Year 3 July 2022- June 2023	Year 4 July 2023- June 2024	Year 5 July 2024- June 2025	Recommended Funding Source	
Update to Drainage Master Plan	\$ 90,000					HART Roads - Already funded by Ord 20-31.	
<b>Total - Drainage</b>	<b>\$ 780,353</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>		<b>\$ 905,353</b>
<b>Building Maintenance</b>							
HERC Strategic Plan		\$ 50,000				TBD	
Repairs to sidewalk entrance at Airport Terminal		\$ 20,000					
Address PW Campus Inundation Zone issues		\$ 50,000	\$ 5,000,000	\$ 5,000,000	\$ 2,000,000	TBD	
Ionization Units in City Buildings		\$ 50,000				Other departments CARMA accounts	
Fleet Replacement - Building Maint		\$ 50,000	\$ 50,000.00				
<b>Total - Building Maintenance</b>		<b>\$ 220,000</b>	<b>\$ 5,050,000</b>	<b>\$ 5,000,000</b>	<b>\$ 2,000,000</b>		<b>\$ 12,270,000</b>
<b>ADA Compliance</b>							
Signage - Interior & Exterior	\$ 4,000					ADA CARMA	
Restroom modifications - City wide	\$ 5,000					ADA CARMA & Misc Building CARMA accounts	
Airport modifications - restroom, drinking fountain, etc.	\$ 10,000					ADA CARMA & Airport CARMA	
Pave ADA parking spaces on Spit, including aprons to fish cleaning tables	\$ 48,600					ADA CARMA - \$34,560 has already been appropriated by Ord 19-51	
Address access ramp issues at City Hall		\$ 14,400				ADA CARMA	
Nick Dudiak Fishing Lagoon			\$ 59,000			ADA CARMA grant?	
Parking Lot Re-grading at Animal Shelter			\$ 4,000			ADA CARMA	
Parks ADA Transition Plan		\$ 18,000				ADA CARMA	
Parks ADA Transition Plan Implementation			\$ 40,000	\$ 40,000	\$ 40,000	ADA CARMA	
<b>Total - ADA Compliance</b>	<b>\$ 67,600</b>	<b>\$ 32,400</b>	<b>\$ 103,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	There is currently \$100,000 in the ADA CARMA account	<b>\$ 215,400</b>
<b>Water</b>							
Water Share of Ocean Drive SAD	52,606					Water CARMA	
Reserve for Water SAD				\$ 400,000	\$ 400,000	Financed by HAWSP & ADEC. City Share could be funded by HAWSP.	
Water share of Fleet Replacement		\$ 184,999.0	\$ 46,666	\$ 41,666	\$ 83,333	Water CARMA	
Water share of Financial Management Services	\$ 17,500					Water CARMA - already funded by Ord 21-03	
LED lights at water treatment plant	\$ 16,546					Water CARMA- already funded by Ord 20-92	
CMMS - water share		\$ 20,000				Water CARMA	
Disinfection By-Products Mitigation	\$ 220,000					Water CARMA - \$210,000 already funded by Ord 20-56	
Tasmania Court Water - SAD - Construction	\$ 234,105					Financed by HAWSP & ADEC - already appropriated by Ord 20-68 City Share to be funded by HAWSP. Will receive ADEC grant of \$122,822.	



Legend	Funding has already been appropriated.			Hypothetical result if HART Trails Fund could be used to support Parks.			
	Year 1 July 2020 - June 2021	Year 2 July 2021- June 2022	Year 3 July 2022- June 2023	Year 4 July 2023- June 2024	Year 5 July 2024- June 2025	Recommended Funding Source	Total Investment in Category
Tasmania Court Water - Design of betterment to serve future water storage tank		\$ 88,569				Financed by HAWSP & ADEC - already appropriated by Ord 21-11. Will receive ADEC grant of \$39,259	
Alder Lane Water - SAD - Construction	\$ 253,193					Financed by HAWSP & ADEC - already appropriated by Ord 20-83. City Share to be funded by HAWSP. Will receive \$112,229 ADEC grant.	
Replace flow meters at Main & Danview PR stations & East Rd Monitor		\$ 15,000				Water CARMA	
East Trunk - FPI Mag Flow Meter		\$ 9,000				Water CARMA	
WTP HVAC Control System Upgrade		\$ 55,955				Water CARMA	
Ground Water Research		\$ 100,000	\$ 50,000			Water CARMA	
MIOX Chlorine Generator Cell		\$ 30,000				Water CARMA	
Update Water Master Plan			\$ 30,000			HAWSP	
Charles Street Water - design		\$ 50,000				Would be financed by HAWSP & ADEC. City Share could be funded by HAWSP.	
Charles Street Water - construction			\$ 509,000			Would be financed by HAWSP & ADEC. City Share could be funded by HAWSP. Would receive ADEC grant of \$225,690.	
East Hill Rd Water Betterments			\$ 49,000			Water CARMA already funded by Ord 21 -15	
Shellfish Water Storage Tank - construction				\$ 1,700,000		Water CARMA & HAWSP	
Raw Water Transmission Line Replacement - Design	\$ 215,000					Water CARMA. Already funded by Ord 20-56	
Raw Water Transmission Line Replacement - Construction		\$ 1,470,000				Waiting for FEMA Grant	
Replace Compressors at WTP when construct new raw water transmission line		\$ 50,000				Water CARMA	
Tesoro Vault - increase from 6" to 10"		\$ 100,000				Water CARMA - Already funded by - Ord 20-56	
PRV Replacement - West Truck Water Line		\$ 25,000				Water CARMA - Already funded by Ord 20-56	
<b>Total - Water</b>	<b>\$ 1,008,950</b>	<b>\$ 2,198,523</b>	<b>\$ 684,666</b>	<b>\$ 2,141,666</b>	<b>\$ 483,333</b>	<b>received \$500,000 Loan Forgiveness from ADEC</b>	<b>\$ 6,517,138</b>
<b>Sewer</b>							
Sewer Share of Ocean Drive SAD	\$ 52,606					Sewer CARMA	
Fleet Replacement - Sewer		\$ 184,999	\$ 46,666	\$ 41,666	\$ 83,000	Sewer CARMA	
Reserve for Sewer SAD				\$ 400,000	\$ 400,000	Would be Financed by HAWSP & ADEC. City Share could be funded by HAWSP.	
LED lights at sewer plant	\$ 35,844					Sewer CARMA - already funded by Ord 20-92 and Ord 21-10	
Sewer share of Financial Management Services	\$ 17,500					Sewer CARMA - Already funded by Ord 21-03	

Legend	Funding has already been appropriated.			Hypothetical result if HART Trails Fund could be used to support Parks.			
	Year 1 July 2020 - June 2021	Year 2 July 2021- June 2022	Year 3 July 2022- June 2023	Year 4 July 2023- June 2024	Year 5 July 2024- June 2025	Recommended Funding Source	Total Investment in Category
Digester Blowers		\$ 206,022				Sewer CARMA - \$189,000 Already funded by Ord 20-57	
CMMS - Sewer share		\$ 20,000				Sewer CARMA	
Tasmania Court Sewer - SAD - Design & Construction		\$ 230,272				Financed by HAWSP & ADEC. City Share to be funded by HAWSP.	
Upgrade SCADA for 7 sewer lift stations		\$ 210,000				Sewer CARMA - Already funded by Ord 20-57.	
Influent station back-up pump		\$ 16,136				Sewer CARMA	
Sewer Inspection Camera		\$ 57,200				Sewer CARMA	
WWTP Pond - Liner		\$ 25,000				Sewer CARMA	
Safety Hoist for Lift Stations & other underground work		\$ 10,282				Sewer CARMA	
Beluga Lift Station - preliminary design	\$ 19,573					Sewer CARMA. Already funded by Ord. 21-01	
Beluga Lift Station - construction		\$ 900,000				Sewer CARMA	
Charles Street Sewer - design		\$ 55,000				Would be financed by HAWSP & ADEC. City Share could be funded by HAWSP.	
Charles Street Sewer - construction			\$ 600,000			Sewer CARMA	
Update Sewer Master Plan			\$ 30,000			HAWSP	
East Hill Rd Sewer Betterments			\$ 49,000			Sewer CARMA	
Replace Digest Blowers			\$ 189,000			Sewer CARMA - already funded by Ord 20-57	
Shaft Compressors		\$ 85,000				Sewer CARMA - already funded by Ord 20-57	
<b>Total - Sewer</b>	<b>\$ 125,523</b>	<b>\$ 1,999,911</b>	<b>\$ 914,666</b>	<b>\$ 441,666</b>	<b>\$ 483,000</b>		<b>\$ 3,964,766</b>



# City of Homer

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

Planning

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Homer, Alaska 99603

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(p) 907-235-3106

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## Memorandum

TO: ECONOMIC DEVELOPMENT ADVISORY COMMISSION  
FROM: JULIE ENGBRETSSEN, DEPUTY CITY PLANNER  
DATE: MAY 4, 2021  
SUBJECT: WAYFINDING-STREETScape PLAN PROJECT UPDATE

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**Requested Action:** None for this meeting

I have begun working on dates and public outreach for a “Discovery Week” in June. Tentatively, around June 9<sup>th</sup> and the days thereafter, the consultant will be in Homer for field work. I will provide a verbal update at the meeting.



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## Memorandum

TO: ECONOMIC DEVELOPMENT ADVISORY COMMISSION  
FROM: JULIE ENGBRETSSEN, DEPUTY CITY PLANNER  
DATE: MAY 4, 2021  
SUBJECT: ANNUAL REVIEW OF THE CITY OF HOMER'S COMPREHENSIVE PLAN

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**Requested Action:** Skim the current plan online (especially chapters 6 and 7) and bring up anything that catches your eye!

Current City of Homer 2018 Comprehensive Plan: <https://www.cityofhomer-ak.gov/planning/2018-homer-comprehensive-plan>

At the meeting, we will use the city website to go through the highlights of the plan. No action is requested from the Commission. The purpose of reviewing the plan is to familiarize the EDC with city facilities/services and long-term economic development plans. We'll also cover the ways that the Wayfinding-Streetscape plan will help us accomplish community goals. I expect to spend 20 minutes on the plan during the meeting.



# City of Homer

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

## Office of the City Manager

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### Memorandum

TO: Mayor Castner and Homer City Council  
FROM: Rob Dumouchel, City Manager  
DATE: April 21, 2021  
SUBJECT: City Manager's Report for April 26, 2021 Council Meeting

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#### **FY22/23 Budget**

Finance Director Walton and I have been very engaged in working through preparation of the draft budget. We met with all of the Department Directors and Division Managers to review all of their line item budgets. We were able to complete that process ahead of schedule providing more time for us to spend on the “big picture” of the budget as a whole. We expect to have an initial draft of the operating budget numbers ready for the May 10<sup>th</sup> Council Meeting.

#### **Seawall Update**

Report provided by Public Works Director Keiser:



*Late last week, multiple owners of property along the Ocean Drive seawall reported, with concern, that the “rocks were moving” on the armor rock revetment. We mobilized a team to investigate, including Ronny McPherson, the coastal design engineer who designed the armor rock revetment; Carey Meyer, who served as Owner’s Representative; multiple Ocean Drive neighbors; and me. We were all very interested in Ronny’s opinion about what was happening and whether it was something to be worried about. We observed that some rocks had migrated off the wall and some general shifting had occurred. Ronny crawled over almost every rock on the revetment, observing the nature of the rock’s quality and placement and testing rocks to see if he could dislodge them. He was very pleased with the overall performance of the wall.*

*He explained that the rock revetment is a “natural structure” and that some movement is to be expected. We marked various rocks, with spray paint, that had migrated off the wall, which should be picked up and placed back on the wall. We also marked areas where rocks had shifted, creating “holes” in the wall. We told the neighbors we would make arrangements for equipment to be mobilized to do this work as soon as possible.*

*East Road Services happened to be excavating the gravel storm berm at the Mariner Park Lagoon the same day we made the beach walk. We asked them to move to the seawall and do the maintenance work on the armor rock revetment. They were able to move over the next day. The photo shows Phillip Jones, East Road Services, and Carey Meyer, Seabold Consulting, in the work of moving rocks around. (East Road Services has worked on the seawall numerous times over the years.) They moved along the revetment 10 feet at a time, stopping at each section to look at the rocks that had been marked with paint. They developed a mitigation strategy for that section – determining which rocks should be moved where. When they finished with a section, they moved down 10 feet. We believe this typifies the type of on-going maintenance the revetment will require over time.*

### **Special Use Camping**

In 2020 the City of Homer offered a special use camping program at Karen Hornaday Park for those who needed a place to quarantine due to COVID and didn't have the means to secure some other type of shelter. There have been some questions regarding whether the City would repeat the program this year. I hosted a meeting with staff from Police, Fire, Planning, Public Works, and the Library to discuss this year's context. Based on experience from last year, the current COVID context, and feedback from staff, I am not recommending a second year of special use camping. A follow up action item from the meeting is the consolidation and update of information on health and social services within the area that City staff can provide to those who are looking for help this year. I assigned Library Director Dave Berry as the coordinator of this effort. He is currently reviewing programs, contact information, etc. to ensure we have the most up to date lists that can be used by Police Officers, Parks crews, Library staff, and others who regularly interact with people who would benefit from the existing health and social service programs offered in the area.

### **General Fund CARMA Fund Balance Update**

At the April 5<sup>th</sup> Budget Work Session, it was noted that we hold a negative balance in the "general" CARMA fund (156-0375). A negative balance of \$262,803 was shown in the FY 20/21 budget and a negative balance of \$247,181 was shown in the update provided at the April 5<sup>th</sup> work session. At that work session, Council was interested in learning how that negative balance can come off the books. There are two options: 1) allow CARMA fund interest to accumulate and pay it off over time, 2) transfer sufficient funds into the account to eliminate the negative balance. See attached for some background discussion from Finance Director Walton and an additional statement from Porter & Allison (a financial consulting firm with whom we work regularly).

### **Public Works 5-Year Plan Update**

As a follow up to the roads plan provided by Director Keiser at our last meeting, a memo and draft 5-year plan is attached to this report. The long-term goal is to integrate the strategies being developed into the City's Capital Improvement Plan. Please forward any comments on the draft to myself and Director Keiser.

### **Municipal Clerks Week**

This May 2 through 8, 2021 will be the 52nd Annual Professional Municipal Clerks Week. Initiated in 1969 by IIMC and endorsed by all of its members throughout the United States, Canada and 15 other countries, the week is a time of celebration and reflection on the importance of the Clerk's office. In 1984, President Ronald Reagan signed a proclamation that officially declared Municipal Clerks Week the first full week of May. In 1994 and 1996, President Bill Clinton also signed proclamations confirming Municipal Clerks Week.

Some Homer City Clerk highlights, Melissa started in 2004 and achieved her designations as Certified Municipal Clerk (CMC) in 2008 and Master Municipal Clerk (MMC) in 2016, Renee started in 2007 and achieved her CMC in 2010 and her MMC in 2018, and Rachel returned to the Clerk's office in 2019 after 10 years at the Harbormaster's office, and achieved her CMC earlier this year. It takes a minimum of 60 hours of continuing education for each designation. An additional 50 experience points is required for CMC and 40 points in the

Professional Contribution category for MMC. In addition to their professional work responsibilities the Clerks are all involved with the Alaska Association of Municipal Clerks. Over the years Melissa has served on the Finance Committee, Legislative Committee, served on and Chaired the Scholarship Committee, and served on the Executive Board as Communications Director, 2<sup>nd</sup> Vice President, 1<sup>st</sup> Vice President, President, and this year as Immediate Past President, and was selected as the 2020 AAMC Clerk of the Year. Renee served on the Fundraising and Banquet Decorating Committees, and currently serves on the Finance Committee and Chairs the Elections Committee, and Rachel has served on and is Chairing the Publications Committee.

### Homer Steps Up

Update enthusiastically provided by Personnel Director Andrea Browning:

*In 2017 the City of Homer won the first ever “Homer Steps Up!” team challenge. Then in 2018, 2019, and 2020 the City repeated! Now, it’s time to defend our title again! Homer Steps Up! Will run from May 1<sup>st</sup> – 28<sup>th</sup>. City employees and spouses, and of course Council Members, can enroll in the challenge at <https://homerstepsup.walkertracker.com> and select the City of Homer team!*



### Electronics Recycling Event

Cook Inlet Keeper is hosting their annual electronics recycling event on Saturday, May 1<sup>st</sup> from 10am to 2pm at Spenard Builders Supply. For more information, visit <https://inletkeeper.org/recycling/> or contact Mandy Bernard at [recycle@cookinletkeeper.org](mailto:recycle@cookinletkeeper.org) or 907-235-4068 x21.

## COVID-Related Updates

### COVID Risk Status

On March 30<sup>th</sup> I moved the City from the “Orange” to “Yellow” level on our COVID risk framework. The City remains in yellow status after the most recent review completed on April 19<sup>th</sup>. While the risk level remains the same, I am authorizing some small operational changes to allow increased access to City Hall and the Library (see below).

### City Hall Update

I have been intentionally slow to open City Hall because an outbreak of COVID within the building could cause great harm to our ability to provide City services, and we are able to provide virtually all services either at a distance or by appointment. Now that all staff who wish to receive vaccinations have had a chance to get two shots plus two weeks (recommended time to realize the full effect of the vaccine), I feel more comfortable with a limited opening of City Hall. Starting April 26<sup>th</sup> we will begin allowing access to the lobby area at the Pioneer Avenue entrance (pictured below) and the lobby area between the City Clerk’s Office and the Council Chambers. Masks and social distancing requirements remain in place.



### Library Hours Update

The Library Director and I have received a number of questions related to the Library’s plans to expand its hours as we move towards summer. The Library is currently short 1.5 employees and is spread quite thin between regular library activities and all the new services that were added for COVID response purposes (i.e. curbside service). That said, the Library staff have been reviewing options for modifying services which would allow them to expand service hours. We expect that at staff will be able to handle extended hours, including Saturdays, starting April 26<sup>th</sup>. Additionally, we have open recruitments for a part-time (28 hour) library technician, temporary library aides, and a youth services librarian (visit <https://cityofhomerak.applicantpro.com/jobs/> to a



## Council Chambers

In past meetings I have told the Council that the Chambers remodel is largely hinging on the delivery of a camera unit. The type and quality of camera used in a facility like ours is quite unique and difficult to duplicate well with other options. Our IT Division laid out four alternatives for me to help understand what could be possible in regards to getting a hybrid digital meeting accomplished in Chambers (see below). I believe that Option A, while the longest pathway to in-person meetings, continues to be the option which will lead to the most satisfying meeting experience for the Council and the Public

<p><b>OPTION A: JUST WAIT</b></p> <p>DESCRIPTION: Wait for the second camera to arrive. In the meantime, meetings continue to happen over Zoom. Meetings that don't require recording can be done in person.</p> <p>PROS: Equipment requires only one setup process, and results will be high-quality from the beginning. This is the most efficient use of staff time and labor.</p> <p>CONS: Delay.</p>	<p><b>OPTION C: USE THE SECURITY CAMERA IN THE CORNER OF THE ROOM</b></p> <p>DESCRIPTION: There is a security camera mounted on the corner of the room, with a distant view of the entire dais and most of the audience area.</p> <p>PROS: The camera is already in place.</p> <p>CONS: Can record video, but can't export directly to Zoom. Resolution is low and the figures at the dais will be quite small. This would be useful only for records retention, rather than live broadcasting.</p>
<p><b>OPTION B: SET UP A TEMPORARY CAMERA ON THE SPEAKER'S PODIUM</b></p> <p>DESCRIPTION: The City has an existing camera array that could be mounted on the speaker's podium directly in front of the dais. The video feed and all microphone feeds will be routed to the soundboard and from there to Zoom.</p> <p>PROS: Equipment is already in hand (although it may need significant reassembly).</p> <p>CONS: Can be mounted on the existing TV bracket, but that requires removing the TV. Alternatively, if the camera is mounted above the TV, it will obstruct the view of the audience and the speaker. The camera will only capture about 6 seats in the middle of the dais.</p>	<p><b>OPTION D: SET UP THE EXISTING POLYCOM CAMERA AS THE PRIMARY, RECORD FROM ONE ANGLE ONLY</b></p> <p>DESCRIPTION: One of the Polycom cameras has arrived. We could shift it over to the primary position and set it up to record the room from one side only.</p> <p>PROS: Recording is high-quality and can be fed directly to Zoom.</p> <p>CONS: People on one side of the dais would have their backs to the view. The Polycom cameras require an immense amount of calibration and testing, and when the second camera arrives, we would have to go through all of it again.</p>

### Enclosures:

1. Memo from Director Walton – General Fund CARMA Fund Balance Update
2. Memo from Porter & Allison – Negative Fund Balance
3. Memo from Director Keiser – 5-year CIP with attachment
4. Municipal Clerks Week Fact Sheet



# City of Homer

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## Memorandum

TO: MAYOR CASTNER AND HOMER CITY COUNCIL  
FROM: ROB DUMOUCHEL, CITY MANAGER  
DATE: MAY 6, 2021  
SUBJECT: CITY MANAGER'S REPORT FOR MAY 10, 2021 COUNCIL MEETING

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### **FY22/23 Budget**

A draft of the operating budget numbers will be in the meeting packet for the May 10<sup>th</sup> meeting. We will be introducing the actual budget ordinance at the May 24<sup>th</sup> meeting. At that meeting we are also aiming to provide a draft of the Capital Budget with intentions of submitting a capital budget ordinance on June 14<sup>th</sup>. The operating and capital budgets are both on track for approval before the end of the 2021 fiscal year on June 30<sup>th</sup>.

### **Update: Cameras at Library and Airport**

In February, Council approved Ordinance 21-04 allocating additional funds for the security camera replacement project at the Library and the Airport. Sherman Technologies, the winning bidder, sent a crew to Homer in early April and installed the new security cameras. At this time, all cameras are up and running with much higher resolution and much better coverage of the buildings.

### **Mariner Park Dredging**

It took two attempts, but we have successfully dredged a channel which allows Mariner Park Lagoon to drain. This is an action the City takes as needed. The first attempt did not stand up to the tides and other natural forces in that area. A second cut has proven to be more durable. The work was done under an existing US Army Corps of Engineers' permit which expires this year, staff is working with the Corps to renew it for another ten years.



### **Update: Poopdeck Trail ADA Ramp**

The current installation scheduled for the customized steel ramp which will allow ADA access to the Homer Land Trust side of the Poopdeck Trail is May 17<sup>th</sup> to 19<sup>th</sup>. The manufacturer will be on hand to assist Kachemak Heritage Land Trust staff with some City support.

### **National Police Week and Peace Officer Memorial Day**

Monday, May 10th marks the start of National Police Week. The City of Homer joins many communities across the US in recognizing National Police Week and thanking members of our Police Department for their care and professionalism. We appreciate our officers for the dedicated service they provide to our community every day of the year. The week concludes with Peace Officers Memorial Day on May 15th. Flags will be lowered that day, and our officers will wear black bands on their badges in remembrance of fallen officers.

### **Technology Plan**

The IT team has been working on a draft technology plan for the coming years. Much like the plans we've seen recently from Public Works, we must plan for the regular replacement and maintenance of the City's digital infrastructure. I have attached a draft overview of the plan which is still under development.

### **Employee Updates**

I am very excited to welcome Christine Drais to the City Manager's office! Christine is the new Assistant to the City Manager and started with us on May 3<sup>rd</sup>. Christine recently moved to Homer from South Carolina and has a B.A. in Business Administration from the University of Central Florida and a M.S. in Parks, Recreation and Tourism Management from Clemson University.

While welcoming Christine, I also want to say thank you to Rachel Tussey in the Clerk's Office. Rachel has been assisting me with many City Manager Office admin tasks across the last five and a half months and has been a huge help in navigating the period between full-time assistants.

From the Library Director's report:

*Claudia Haines announced her departure, effective April 30. Claudia has worked at HPL for ten years and has made a tremendous impression on the institution and the town. She will be sorely missed! Without Claudia, some of the regular ongoing programs she pioneered (such as the Kids Book Club and Radio Storytime) will be suspended. The Summer Reading Program will go forward on a somewhat reduced scale, and we will consider resuming the major programs once a new librarian is hired for the position.*

From the Public Works Director:

*Staci LaPlante – Public Works Office Manager for about 8 years, recently departed so she can relocate to Ketchikan with her husband. We wish her well and will miss her efficiency and the big-hearted way she kept the rest of us in line.*

*Bethany Christman is taking Staci's place in the Public Works Office. Bethany is no stranger to Public Works, having worked almost 2 years as a Maintenance Technician with the Water/Sewer Utility. Bethany said she needed a change of pace and volunteered to step into Staci's position, which was lucky for us, because she already knows what Public Works does. In her other lives, Bethany was a certified welder/boiler maker and is the proud mother of 4-year old twins.*

*William ("Will") Kern took Bethany's place as Maintenance Technician with the Water/Sewer Utility. Will and his wife recently relocated from Montana to join their son & family in Homer. Before coming to Homer, Will operated an equipment -intensive family business for over 29 years where he learned to fix anything with duct tape and bailing wire, a skill that will come in handy in our water/sewer world.*



Bethany and Will in the Public Works front office

## **COVID-Related Updates**

### **COVID Risk Status**

On March 30<sup>th</sup> I moved the City from the “Orange” to “Yellow” level on our COVID risk framework. The City remains in yellow status after the most recent review completed on April 19<sup>th</sup>. On April 26<sup>th</sup>, I directed a limited opening of City Hall and the Library. Both sites are doing well with visitors from the public. I still ask that the public consider whether their visit needs to be in person or if it could be handled at a distance through other channels. While the COVID context does not feel as intense right now, it is still a very real threat and there are many individuals in the community who are vulnerable to infection or have not chosen to take the vaccine.

### **Enclosures:**

1. City of Homer Technology Plan FY 2021-23 (Summary)

## ECONOMIC DEVELOPMENT ADVISORY COMMISSION 2021 Calendar

	AGENDA DEADLINE	MEETING	CITY COUNCIL MEETING FOR REPORT*	ANNUAL TOPICS/EVENTS
<b>JANUARY</b>	Wednesday 1/5 5:00 p.m.	Tuesday 1/12 6:00 p.m.	Monday 1/25 6:00 p.m.	<ul style="list-style-type: none"> <li>• City Budget Review/Develop Requests *may not be applicable during non-budget years</li> </ul>
<b>FEBRUARY</b>	Wednesday 2/2 5:00 p.m.	Tuesday 2/9 6:00 p.m.	Monday 2/22 6:00 p.m.	
<b>MARCH</b>	Wednesday 3/2 5:00 p.m.	Tuesday 3/9 6:00 p.m.	Monday 3/22 6:00 p.m.	<ul style="list-style-type: none"> <li>• Clerk Reappointment Notices Sent Out</li> <li>• Update from Public Works Director</li> </ul>
<b>APRIL</b>	Wednesday 4/6 5:00 p.m.	Tuesday 4/13 6:00 p.m.	Monday 4/26 6:00 p.m.	<ul style="list-style-type: none"> <li>• Terms Expire April 1<sup>st</sup></li> <li>• Advisory Body Training Worksession</li> <li>• Election of Officers</li> <li>• Review of Strategic Plan/Goals/BR&amp;E</li> </ul>
<b>MAY</b>	Wednesday 5/4 5:00 p.m.	Tuesday 5/11 6:00 p.m.	Monday 5/24 6:00 p.m.	<ul style="list-style-type: none"> <li>• Comprehensive Plan Review</li> </ul>
<b>JUNE</b>	Wednesday 6/1 5:00 p.m.	Tuesday 6/8 6:00 p.m.	Monday 6/28 6:00 p.m.	
<b>JULY</b>	Wednesday 7/6 5:00 p.m.	Tuesday 7/13 6:00 p.m.	Monday 7/26 6:00 p.m.	<ul style="list-style-type: none"> <li>• Update from Public Works Director</li> <li>• CEDS Review</li> </ul>
<b>AUGUST</b>	Wednesday 8/3 5:00 p.m.	Tuesday 8/10 6:00 p.m.	Monday 8/23 6:00 p.m.	<ul style="list-style-type: none"> <li>• Capital Improvement Plan Review</li> </ul>
<b>SEPTEMBER</b>	Wednesday 8/31 5:00 p.m.	Tuesday 9/7 6:00 p.m.	Monday 9/27 6:00 p.m.	<ul style="list-style-type: none"> <li>• Workforce Development Speaker</li> </ul>
<b>OCTOBER</b>	Wednesday 10/6 5:00 p.m.	Tuesday 10/13 6:00 p.m.	Monday 10/25 6:00 p.m.	
<b>NOVEMBER</b>	Wednesday 11/2 5:00 p.m.	Tuesday 11/9 6:00 p.m.	Monday 11/22 6:00 p.m.	<ul style="list-style-type: none"> <li>• Chamber's Annual Presentation to City Council *usually occurs the 1<sup>st</sup> Council Meeting in November</li> </ul>
<b>DECEMBER</b>	Wednesday 12/7 5:00 p.m.	Tuesday 12/14 6:00 p.m.	Monday 1/10/22 6:00 p.m.	<ul style="list-style-type: none"> <li>• Upcoming Year Schedule Review</li> <li>• Land Allocation Plan Review</li> </ul>

\*The Commission's opportunity to give their report to City Council is scheduled for the Council's regular meeting following the Commission's regular meeting, under Agenda Item 8 – Announcements/ Presentations/ Borough Report/Commission Reports. Reports are the Commission's opportunity to give Council a brief update on their work.