



Agenda

Parks, Art, Recreation & Culture Advisory Commission Regular MeetingRegular Meeting

Thursday, February 20, 2025DATE at 5:30 PM

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

Homer City Hall

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

Zoom Webinar ID: 990 6701 0473 Password: 295088

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

CALL TO ORDER 5:30 P.M.

AGENDA APPROVAL

PUBLIC COMMENTS ON MATTERS ALREADY ON THE AGENDA (3 minute time limit)

VISITORS/PRESENTATIONS (10 minute time limit)

- A. Homer Council of Arts- Potential Art Project Introduction

RECONSIDERATION

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

- A. Unapproved December 19, 2024 Special Meeting Minutes Page 3

STAFF & COUNCIL REPORT/COMMITTEE REPORTS (5 minute time limit)

- A. Parks Monthly Report Page 6
- B. PARCAC Staff Report Page 7
- C. Community Recreation Report Page 9

PUBLIC HEARING

PENDING BUSINESS (15 minute time limit)

NEW BUSINESS (15-20 minute time limit)

- [A.](#) Comp Plan Review- Update Page 14
- [B.](#) Establish Policies and Procedures for City of Homer Parks and Rec Operations Page 17
- [C.](#) Nomar Wall- Silhouette Addition Page 24
- D. Gallery and Museum Tour Proposal
- E. Election of Chair and Vice Chair

INFORMATIONAL MATERIALS

- [A.](#) Annual Calendar 2025 Page 25
- [B.](#) City Manager's Report November 25, 2024 City Council Meeting Page 26
- [C.](#) City Manager's Report January 13, 2025 City Council Meeting Page 30
- [D.](#) City Manager's Report January 27, 2025 City Council Meeting Page 33

COMMENTS OF THE AUDIENCE (3 minute time limit)

COMMENTS OF THE CITY STAFF

COMMENTS OF THE COMMISSION

COMMENTS OF THE COMMISSION

ADJOURNMENT

Next Regular Meeting is **Thursday, March 20th, at 5:30 p.m.** All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

CALL TO ORDER

Session 24-09, a Special Meeting of the Parks, Art, Recreation and Culture Advisory Commission was called to order by Chair David Lewis at 5:30 p.m. on December 19, 2024 from the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

PRESENT: COMMISSIONERS ROEDL, STEFANO, LEWIS, PARSLEY, ARCHIBALD, AND KEISER

ABSENT: COMMISSIONERS HARRALD (EXCUSED)

STAFF: RECREATION MANAGER ILLG

AGENDA APPROVAL

ARCHIBALD/KEISER MOVED TO AMEND THE AGENDA- MOVING PUBLIC COMMENT TO THE NEXT ITEM ON THE AGENDA.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

ARCHIBALD/KEISER MOVED TO APPROVE THE AGENDA AS AMENDED

There was no discussion

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

PUBLIC COMMENTS ON MATTERS ALREADY ON THE AGENDA (3 minute time limit)

VISITORS/PRESENTATIONS (10 minute time limit)

Director of Kachemak Moose Habitat Inc. spoke on the importance of preserving green spaces and trail systems in Homer, particularly in relation to moose habitat. He shared his organizations's efforts in acquiring properties around the Beluga Wetlands complex and their plans to create a map highlighting areas of importance for moose migration.

Commissioner Keiser suggested a map for better understanding of the important areas for preservation. The commission agreed and asked to see the map once it's completed.

RECONSIDERATION

CONSENT AGENDA

STAFF & COUNCIL REPORT/COMMITTEE REPORTS (5 minute time limit)

PUBLIC HEARING

PENDING BUSINESS (15 minute time limit)

NEW BUSINESS (15-20 minute time limit)

A. Comprehensive Plan

Commissioner Keiser explained the additional attachments in the packet and also recommended that the action items from the 2018 comprehensive plan be added to the implementation strategies for the new plan. The commissioners discussed the idea of having separate budgets for parks and community recreation, with Commissioner Archibald suggesting that these should be combined under a single department. Commissioner Keiser agreed stating that the current system lacks strength for parks and recreation. The Commission also discussed the need to follow through with the 2018 plan to conduct a benefits analysis and improve facilities such as Bishop's Beach. They also discussed that the plan would need to cover topics such as open space, green space, parks, community recreation, and economic vitality. Commissioner Parsley suggested connecting the need for a Parks and Recreation department to recent survey results. The implementation strategies from the 2018 plan, including the consideration of a community recreation center and better coordination of efforts through a combined Parks and Recreation department. Recreation Manager Illg reminded the Commission that the department conversation is an ongoing one and is a significant pressing item in their strategic plans. Commissioner Archibald spoke on the challenges of integrating parks and trails into new developments, particularly in relation to subdivisions. The commissioners acknowledged that while developers often promise to include trails, these promises are not always fulfilled. They also discussed the need for stronger city codes and enforcement mechanisms to ensure that trails and green spaces are incorporated into new developments. The importance of training planning commission and department personnel was also highlighted. The Commission discussed and agreed to compile all the information and submit it to the planning department. They also discussed the possibility of creating map overlays for better visualization of land use and green spaces.

KEISER/ARCHIBALD MOVED TO ADOPT AND FORWARD AS RECOMMENDATIONS, THE MEMO DATED NOVEMBER 5, 2024 FROM JAN KEISER AS WELL AS THE SUPPLEMENTAL PACKET DATED DECEMBER 19TH, 2024 TO AGNEW BECK AS PARCAC'S INPUT TO THE COMPREHENSIVE PLAN REWRITE EFFORT.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

INFORMATIONAL MATERIALS

COMMENTS OF THE AUDIENCE (3 minute time limit)

COMMENTS OF THE CITY STAFF

COMMENTS OF THE MAYOR/CITY COUNCIL

COMMENTS OF THE COMMISSION

ADJOURNMENT

There being no further business to come before the Commission Chair Lewis adjourned the meeting at 6:30 p.m. The next regular meeting is **Thursday, February 20, 2025 at 5:30 p.m.** All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

Ashley Appel, Deputy City Clerk I

Approved: _____



City of Homer

www.cityofhomer-ak.gov

Public Works

3575 Heath Street
Homer, AK 99603

publicworks@cityofhomer-ak.gov

(p) 907- 235-3170

(f) 907-235-3145

Memorandum

TO: PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION
FROM: CHAD FELICE, PARKS MAINTENANCE COORDINATOR
DATE: February 20th, 2025
SUBJECT: PARKS REVIEW FOR DECEMBER AND JANURARY

KAREN HORNADAY PARK PLAYGROUND

- Cleared brush piles from campground
- Ditched along campground road
- Removed some rotting walking stumps
- Finished trenching in conduit for batting cage electric
- Getting a quote for stump grinding by campsites

TRAIL MAINTENANCE

- Cleaned up the lower Hornaday trail from falling alders
- Working on making the Hornaday trail wider
- Working on making the Calhoun trail wider

BAYVIEW PARK

- Drainage issues going on, been steaming bee hive to keep water moving

JACK GIST PARK

- Took care of some downed trees due to the wind in the disk golf course

BEN WALTERS PARK

- Installed new sign

GENERAL INFORMATION

- Little snow removal and sanding
- Worked on budget stuff
- Fireworks went well
- Removed the bushes next to the fire hall that were blocking line of site
- Women's march went well on January 18th
- Ordered 8 ADA benches
- Working on quotes for a ADA picnic table for Bayview Park
- Helped with potholes
- Snow removal on sidewalks



MEMORANDUM

Item Type: Informational Memorandum
Prepared For: Parks, Arts, Recreation & Culture Advisory Commission
Date: February 11, 2025
From: Mike Illg, Recreation Manager/Staff Liaison

The following City Council resolutions and ordinances activity relevant to the Park, Arts, Recreation and Culture Advisory Commission since the last PARCAC regular meeting on November 21, 2024.

January 13, 2025 City Council Regular Meeting

Ordinance 25-02, An Ordinance of the City Council of Homer, Alaska Amending the FY25 Capital Budget by Appropriating \$135,000 for the Purchase of Twenty Acres located North of Karen Hornaday Hillside Park with the Intent to Designate and Hold the Land as Public Park Land. **Introduced.**

Ordinance 25-03, An Ordinance of the City Council of Homer, Alaska, Amending the FY25 Capital Budget by Accepting and Appropriating a Donation from the Homer Early Childhood Coalition through Sprout in the Amount of \$4296.81 for an ADA Accessible Picnic Table and Other Improvements at Bayview Park. **Introduced.**

January 27, 2025 City Council Regular Meeting

Ordinance 25-02, An Ordinance of the City Council of Homer, Alaska Amending the FY25 Capital Budget by Appropriating \$135,000 for the Purchase of Twenty Acres located North of Karen Hornaday Hillside Park with the Intent to Designate and Hold the Land as Public Park Land. **Approved.**

Ordinance 25-03, An Ordinance of the City Council of Homer, Alaska, Amending the FY25 Capital Budget by Accepting and Appropriating a Donation from the Homer Early Childhood Coalition through Sprout in the Amount of \$4296.81 for an ADA Accessible Picnic Table and Other Improvements at Bayview Park. **Approved.**

February 10, 2025 City Council Regular Meeting

Resolution 25-011, Authorizing the Establishment of an Agency Stewardship Fund with the Homer Foundation to Support the Sister City Program of Homer. **Approved.**

Resolution 25-014, A Resolution of the City Council of Homer, Alaska, Stating the City's 2025 Legislative Priorities and Positions. **Approved.**

RECOMMENDATION: Informational Only.



MEMORANDUM

Item Type: Informational Memorandum Community Recreation
Prepared For: Parks, Arts, Recreation & Culture Advisory Commission
Date: February 10, 2025
From: Mike Illg, Recreation Manager/Staff Liaison

Programming & Special Events: Please view the monthly calendar for reference of the programs, activities and special events provided. Some news and highlights to share:

We are currently soliciting applicants for a **new Recreation Programmer**. Kathy Vogl has opted to take a job in the elsewhere and she will be very missed. During her short time with Community Recreation she has made some very significant improvements and implementations that have enhanced the overall operations and experiences for our participants. Fortunately, she will remain in Homer and involved as a volunteer. A big “Thank You” to Kathy!

During the holiday break (Dec 21 to Jan 6), Community Rec offered **6 different Free Open Gym** for youth 3rd to 12th graders. He had approximately 10-15 participants each time.

Community Rec partnered with the Homer Pickleball Club to offer a **Pickleball Clinic** with visiting instructors on January 13th.

We are currently offering a new 8 weeks, 16 classes **“Intro to Pickleball Series”**.

The Community Recreation **Inlet Winds Community Band** has officially starting on February 10th and will finish with a FREE performance in the HHS Mariner Theater on Saturday, May 3 at 7pm. The band is made up of adults and teenagers who meet every week to learn impressive pieces of music. Last year there were over 40 individuals and we expect the same if not more this year.

We are offering **Intro to Silversmithing, Lost Wax Casting and Intermediate Silversmithing** jewelry classes for February into March.

Community Rec offered **Beginning East Coast Swing Dance Lessons** in January with plans to offer more in March. We had 26 participants.

The **CR Adult Basketball League** will be hosting the 2-day end of the season championship tournament on February 22-23 at the Homer High gym. All of the teams remain very competitive and participants are reporting they are having lots of fun.

Community Recreation recently order some **new volleyball nets**, cranks and parts to donated to Homer High School. In addition, staff also ordered our new volleyball nets system and equipment for the **HERC gym** with capital funding that was approved by city council during the FY25 mid-biennium.


Some Community Recreation statistics to consider:

- Implemented new registration/payment software with over 450 accounts.
- Software use in 2024 (Jan-Dec): \$20k CR fees and \$1,300 in pavilion fees
- Estimated over annual 5,000 visits to all CR activities and special events. Half of our participants are using the software and “checking in”, the other half are simply paying cash or check.
- Recruited 18 new volunteers, for a current total of 108 volunteers.
- Received over 4,500 donated volunteer hours over the last two years. (Value of \$160,000 donated).
- 19 contracted instructors.
- Generated increase in participation fees over the years.
-FY23 \$38,000, FY24 \$54,000and FY 25 (current July to Jan) \$42,000
- Offered over 100 programs and special events.
- CR Activity locations:
 - 52% HERC Gym
 - 23% HERC Activity Room
 - 19% Homer High
 - 6% Homer Middle
- Expanding partnership with Homer Public Library for the collaborative Sports Gear Library
- Provided free annual memberships to City of Homer employees for all drop in programs (currently 10 employees signed up)


City of Homer Community Rec December 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 1:30-6pm ADULT BASKETBALL LEAGUE at HHS 6:30-8:30pm VOLLEYBALL at HHS	2 6-7am MORNING BB at HHS 9-10:15am FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC 4:30-7PM KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC 6:30-8:30pm BASKETBALL at HMS	3 3:30-4:15pm YOUTH BALLET at HERC 5-7pm 4.0/4.5 Skill level PICKLEBALL Open Play at HERC 6:30-8:30pm VOLLEYBALL at HMS 7-9pm PICKLEBALL SKILLS & STRATEGIES at HERC	4 6-7am MORNING BB at HHS 9-10:15am FITNESS CLASS at HERC 9-11AM Drop in PICKLEBALL at HERC 11am-1pm INTRO TO PICKLEBALL at HERC 4:30-7PM KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC 6:30-8:30pm BASKETBALL at HMS	5 6:30-8:30pm VOLLEYBALL at CANCELLED 6:30-8:30pm 3.0-3.5 Skill level PICKLEBALL Open Play at HERC	6 6-7am MORNING BB at HHS 9-10:15am FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-8pm PICKLEBALL at HERC	7 9:30am-6:30pm PICKLEBALL FUN TOURNEY at HERC
8 1:30-6pm ADULT BASKETBALL LEAGUE at HHS 6:30-8:30pm VOLLEYBALL at HHS	9 6-7am MORNING BB at HHS 9-10:15am FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC 4:30-7PM KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	10 3:30-4:15pm YOUTH BALLET at HERC 5-7pm 4.0/4.5 Skill level PICKLEBALL Open Play at HERC 6:30-8:30pm VOLLEYBALL at HMS 7-9pm PICKLEBALL SKILLS & STRATEGIES at HERC	11 6-7am MORNING BB at HHS 9-10:15am FITNESS CLASS at HERC 9-11AM Drop in PICKLEBALL at HERC 11am-1pm INTRO TO PICKLEBALL at HERC 4:30-7PM KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	12 6:30-8:30pm VOLLEYBALL at HMS 6:30-8:30pm 3.0-3.5 Skill level PICKLEBALL Open Play at HERC	13 6-7am MORNING BB at HHS 9-10:15am FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	14 9:30am-3pm PICKLEBALL FUN TOURNEY at HERC
15 1:30-6pm ADULT BASKETBALL LEAGUE at HHS 6:30-8:30pm VOLLEYBALL at HHS	16 6-7am MORNING BB at HHS 9-10:15am FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	17 5-7pm 4.0/4.5 Skill level PICKLEBALL Open Play at HERC 6:30-8:30pm VOLLEYBALL at HMS 7-9pm PICKLEBALL SKILLS & STRATEGIES at HERC	18 6-7am MORNING BB at HHS 9-10:15am FITNESS CLASS at HERC 9-11AM Drop in PICKLEBALL at HERC 11am-1pm INTRO TO PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	19 6:30-8:30pm 3.0-3.5 Skill Level PICKLEBALL Open Play at HERC 6:30-8:30pm VOLLEYBALL at HMS	20 6-7am MORNING BB at HHS 9-10:15am FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-8pm drop in PICKLEBALL at HERC	21
22 6:30-8:30pm VOLLEYBALL at HHS	23 6-7am MORNING BB at HHS 9-10:15am FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC 6-8pm Middle School Girls VOLLEYBALL at HHS	24	25 Merry Christmas	26 1-3pm YOUTH OPEN GYM (3 rd -12 th grade) at HHS 6:30-8:30pm 3.0-3.5 Skill Level PICKLEBALL Open Play at HERC 6:30-8:30pm VOLLEYBALL at HHS	27 6-7am MORNING BB at HHS 9-11am Drop in PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	28 1-3pm YOUTH OPEN GYM (3 rd -12 th grade) at HHS
29 6:30-8:30pm VOLLEYBALL at HHS	30 6-7am MORNING BB at HHS 9-11am Drop in PICKLEBALL at HERC 1-3pm YOUTH OPEN GYM (3 rd -12 th grade) at HHS 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	31 5-7pm 4.0/4.5 Skill level PICKLEBALL Open Play at HERC 7-9pm PICKLEBALL SKILLS & STRATEGIES at HERC		Color Key BLACK=Homer High BLUE=Homer Middle PURPLE=HERC GREEN= West Homer RED=Cancellation	DISCLAIMER: ALL ACTIVITIES ARE SUBJECTED TO CHANGE OR BEING CANCELLED WITH LIMITED NOTIFICATION	

City of Homer Community Rec January 2025

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5 1:30-6pm ADULT BASKETBALL LEAGUE at HHS 6:30-8:30pm VOLLEYBALL at HHS	6 6-7am MORNING BB at HHS 9-10:15am FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC 1-3pm YOUTH OPEN GYM (3rd-12th grade) at HHS 4:30-7PM KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	7 5-7pm 4.0/4.5 Skill level PICKLEBALL Open Play at HERC 6:30-8:30pm VOLLEYBALL at HMS 7-9pm PICKLEBALL SKILLS & STRATEGIES at HERC	8 6-7am MORNING BB at HHS 9-10:15am FITNESS CLASS at HERC 9-11AM Drop in PICKLEBALL at HERC 11am-1pm INTRO TO PICKLEBALL at HERC 4:30-7PM KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	9 6:30-8:30pm VOLLEYBALL at HMS 6:30-8pm DANCE CLASS at HHS 6:30-8:30pm 3.0-3.5 Skill level PICKLEBALL Open Play at HERC	10 6-7am MORNING BB at HHS 9-10:15am FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	11
12 1:30-6pm ADULT BASKETBALL LEAGUE at HHS 6:30-8:30pm VOLLEYBALL at HHS	13 6-7am MORNING BB at HHS 9-10:15am FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC 11:30am-4pm PICKLEBALL CLINIC at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	14 5-7pm 4.0/4.5 Skill level PICKLEBALL Open Play at HERC 6:30-8:30pm VOLLEYBALL at HMS 7-9pm PICKLEBALL SKILLS & STRATEGIES at HERC	15 6-7am MORNING BB at HHS 9-10:15am FITNESS CLASS at HERC 9-11AM Drop in PICKLEBALL at HERC 11am-1pm INTRO TO PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	16 6:30-8pm DANCE CLASS at HHS 6:30-8:30pm 3.0-3.5 Skill Level PICKLEBALL Open Play at HERC 6:30-8:30pm VOLLEYBALL at HMS	17 6-7am MORNING BB at HHS 9-10:15am FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	18 9:30am-6:30pm PICKLEBALL FUN TOURNEY at HERC
19 1:30-6pm ADULT BASKETBALL LEAGUE at HHS 6:30-8:30pm VOLLEYBALL at HHS	20 6-7am MORNING BB at HHS 9-10:15am FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC 3-4:30pm YOUTH PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	21 5-7pm 4.0/4.5 Skill level PICKLEBALL Open Play at HERC 6:30-8:30pm VOLLEYBALL at HMS 7-9pm PICKLEBALL SKILLS & STRATEGIES at HERC	22 6-7am MORNING BB at HHS 9-10:15am FITNESS CLASS at HERC 9-11AM Drop in PICKLEBALL at HERC 11am-1pm INTRO TO PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	23 6:30-8:30pm 3.0-3.5 Skill Level PICKLEBALL Open Play at HERC 6:30-8:30pm VOLLEYBALL at HMS	24 6-7am MORNING BB at HHS 9-11am Drop in PICKLEBALL at HERC 3-4:30pm YOUTH PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	25 9:30-11:30am BEGINNER PICKLEBALL at HERC 11am-5pm PICKLEBALL FUN TOURNEY at HERC
26 1:30-6pm ADULT BASKETBALL LEAGUE at HHS 6:30-8:30pm VOLLEYBALL at HHS	27 6-7am MORNING BB at HHS 9-11am Drop in PICKLEBALL at HERC 3-4:30pm YOUTH PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	28 5-7pm 4.0/4.5 Skill level PICKLEBALL Open Play at HERC 6:30-8:30pm VOLLEYBALL at HMS 7-9pm PICKLEBALL SKILLS & STRATEGIES at HERC	29 6-7am MORNING BB at HHS 9-10:15am FITNESS CLASS at HERC 9-11AM Drop in PICKLEBALL at HERC 11am-1pm INTRO TO PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	30 6:30-8:30pm 3.0-3.5 Skill Level PICKLEBALL Open Play at HERC 6:30-8:30pm VOLLEYBALL at HMS	24 6-7am MORNING BB at HHS 9-11am Drop in PICKLEBALL at HERC 3-4:30pm YOUTH PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	

City of Homer Community Rec February 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Color Key BLACK=Homer High BLUE=Homer Middle PURPLE=HERC GREEN= West Homer RED=Cancellation	DISCLAIMER: ALL ACTIVITIES ARE SUBJECTED TO CHANGE OR BEING CANCELLED WITH LIMITED NOTIFICATION				1 9-10am GLACIER FLOW FITNESS CLASS at HERC 9:30-11:30am INTRO TO PICKLEBALL SERIES at HERC
2 1:30-6pm ADULT BASKETBALL LEAGUE at HHS 6:30-8:30pm VOLLEYBALL at HHS	3 6-7am MORNING BB at HHS 9-10am POLAR POWER FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC 3-4:30pm YOUTH PICKLEBALL at HERC 4:30-7PM KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	4 9-10am ALASKA STRONG FITNESS CLASS at HERC 3:15-5pm YOUTH BALLE at HERC 5-7pm 4.0/4.5 Skill level PICKLEBALL Open Play at HERC 7-9pm INTRO TO PICKLEBALL SERIES at HERC	5 6-7am MORNING BB at HHS 9-10am POLAR POWER FITNESS CLASS at HERC 9-11AM Drop in PICKLEBALL at HERC 11am-1pm INTRO TO PICKLEBALL at HERC 2-4pm FLEX PE at HERC 4:30-7PM KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	6 9-10am ALASKA STRONG FITNESS CLASS at HERC 6:30-8:30pm VOLLEYBALL at HMS 6:30-8:30pm 3.0-3.5 Skill level PICKLEBALL Open Play at HERC	7 6-7am MORNING BB at HHS 9-10am POLAR POWER FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	8 9-10am GLACIER FLOW FITNESS CLASS at HERC 9:30-11:30am INTRO TO PICKLEBALL SERIES at HERC
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16 10am-5pm INTRO SILVERSMITHING at HHS 1:30-6pm ADULT BASKETBALL LEAGUE at HHS 6:30-8:30pm VOLLEYBALL at HHS	17 6-7am MORNING BB at HHS 9-10am POLAR POWER FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	18 9-10am ALASKA STRONG FITNESS CLASS at HERC 3:15-5pm YOUTH BALLE at HERC 5-7pm 4.0/4.5 Skill level PICKLEBALL Open Play at HERC 6:30-8:30pm VOLLEYBALL at HMS 7-9pm INTRO TO PICKLEBALL SERIES at HERC	19 6-7am MORNING BB at HHS 9-10am POLAR POWER FITNESS CLASS at HERC 9-11AM Drop in PICKLEBALL at HERC 11am-1pm INTRO TO PICKLEBALL at HERC 2-4pm FLEX PE at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	20 9-10am ALASKA STRONG FITNESS CLASS at HERC 6:30-8:30pm 3.0-3.5 Skill Level PICKLEBALL Open Play at HERC 6:30-8:30pm VOLLEYBALL CANCELLED	21 6-7am MORNING BB at HHS 9-10am POLAR POWER FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC 3-4:30pm YOUTH PICKLEBALL at HERC 4-6pm LOST WAX CASTING at HHS 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	22 9am-5pm LOST WAX CASTING at HHS 9-10am GLACIER FLOW FITNESS CLASS at HERC 9am-9pm PICKLEBALL FUN TOURNEY at HERC 10am-7pm ADULT BASKETBALL LEAGUE TOURNAMENT at HHS
23 10am-5pm LOST WAX CASTING at HHS 10am-7pm ADULT BASKETBALL LEAGUE TOURNAMENT at HHS 10am-5pm PICKLEBALL FUN TOURNEY at HERC 6:30-8:30pm VOLLEYBALL CANCELLED	24 6-7am MORNING BB at HHS 9-10am POLAR POWER FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC 6:30-8:30pm INLET WINDS BAND at HHS	25 9-10am ALASKA STRONG FITNESS CLASS at HERC 3:15-5pm YOUTH BALLE at HERC 5-7pm 4.0/4.5 Skill level PICKLEBALL Open Play at HERC 6:30-8:30pm VOLLEYBALL at HMS	26 6-7am MORNING BB at HHS 9-10am POLAR POWER FITNESS CLASS at HERC 9-11AM Drop in PICKLEBALL at HERC 11am-1pm INTRO TO PICKLEBALL at HERC 2-4pm FLEX PE at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC 6:30-8pm DANCE CLASS at HHS	27 9-10am ALASKA STRONG FITNESS CLASS at HERC 6:30-8:30pm 3.0-3.5 Skill Level PICKLEBALL Open Play at HERC 6:30-8:30pm VOLLEYBALL at HMS	28 6-7am MORNING BB at HHS 9-10am POLAR POWER FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC 3-4:30pm YOUTH PICKLEBALL at HERC 4-6pm INTERMED SILVERSMITHING at HHS 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC	



MEMORANDUM

Item Type: Action: Review 2035 Homer Comprehensive Plan
Prepared For: Parks, Arts, Recreation & Culture Advisory Commission
Date: February 12, 2025
From: Mike Illg, Recreation Manager/Staff Liaison

The 2035 Homer Comprehensive Plan is now available for review. This is PARCAC's opportunity to review and provide feedback/input as a commission back to the Agnew::Beck and comp plan commission. City Planner Ryan Foster will also be providing additional information to PARCAC as supplemental information.

The Public Review Draft is ready, and **WE REALLY NEED YOUR FEEDBACK! The deadline for comments is Friday, March 14th.**

Here's how to access and comment on the February 2025 Draft:

- 1. Access the Draft Plan and related background materials on [the project website](#) or using the live links below:**
 - ✓ [2035 Homer Comprehensive Plan Update, Executive Summary Only](#) (5MB)
 - ✓ [2035 Homer Comprehensive Plan Update, Core Plan Only](#) (10MB)
 - ✓ [2035 Homer Comprehensive Plan, Full Plan \(Executive Summary & Core Plan Combined\)](#) (11MB)
 - ✓ [2035 Homer Comprehensive Plan, Appendices](#) (20MB)
- 2. Stop by Homer City Hall or the Homer Public Library to get a hard copy of the Draft Plan:**
 - ✓ City Hall – 491 E Pioneer Ave, Homer, AK 99603
 - ✓ Public Library – 500 Hazel Ave, Homer, AK 99603
- 2. Share your feedback on the Draft Plan by Friday, March 14th! Here's how:**
 - ✓ Use the [Online Comment Box](#) in the "Contact Us" section of [the project website](#).
 - ✓ Download, complete, and email or mail [this Fillable Comment Form](#). NOTE: You can also pick up a comment form and drop it off at City Hall!
 - ✓ Call or Email the Project Team using info below.
 - ✓ **DON'T FORGET – Submit your comments by Friday, March 14th!**

Action: Review and submit recommendations/feedback to Agnew::Beck and comp plan commission regarding the 2035 Comprehensive Plan.

Memorandum

To: PARCAC members
From: Janette Keiser, PE
Date: February 11, 2025
Re: Homer Comprehensive Plan

Agnew:Beck has released the Draft Comprehensive Plan. Comments are being accepted until Friday, March 14, 2025. It would be appropriate for the PARCAC to submit comments, as a Commission.

The draft Plan contains many mentions of the community's desire and needs for parks, recreation, and open space. The draft Plan includes a set of recommended Strategies and Potential Actions, which are designed to accomplish the goals and objectives set forth in the draft Plan, including strategies for parks, recreation and open space.

I'll be analyzing the draft Plan and identifying particular sections that pertain to PARCAC and offering comments for your consideration at the February 20 meeting.

Further, Shelley Wade told me at the Comp Plan Open House on Tuesday, February 11, that she would be happy to come to a PARCAC meeting to explain some of the findings and strategies. I recommend we do this in a work session so we can engage in Q&A with her and have more time for discussion.



MEMORANDUM

Item Type: Informational Memorandum Establishing Parks & Recreation Policies
Prepared For: Parks, Arts, Recreation & Culture Advisory Commission
Date: February 11, 2025
From: Mike Illg, Recreation Manager/Staff Liaison

Back in April 2024, City Council passed Resolution 24-019 that summarize their work session with PARCAC with a list of recommendations for PARCAC to pursue. This was followed up with Memorandum CC-24-027 from Councilmembers Erickson and Davis requesting PARCAC to develop policies document for parks and community recreation operations.

The City of Homer already has some policies established in city code (ex. special events, beach policy, camping, fee schedule, etc) and there are some existing internal operational procedures that both parks maintenance and community recreation utilize. I suggest we begin consolidating with what is already in code and staff will begin documenting existing procedures to include as well.

There are some parks and recreation categories that may need to be considered and implemented. We can tailor policies categories from staff recommendations and community needs/input but it would be ideal to cover as much as possible. Additionally, staying updated with industry best practices and legal requirements is crucial for effective comprehensive municipal parks and recreation management.

Recommendation: Review the draft list and determine what categories should remain, removed and added. Staff will then bring back information for PARCAC to review.

Parks

1. **Park Access and Hours:** Policy on park accessibility and permitted hours of use.
2. **Facility Reservations:** Procedures for reserving park facilities or recreation spaces for events.
3. **Code of Conduct:** Rules and expectations for visitor behavior within parks and recreation areas.
4. **Safety and Emergency Procedures:** Protocols for handling emergencies, including first aid, evacuation plans, and coordination with emergency services.

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5. **Environmental Conservation:** Policies promoting the protection and conservation of natural resources within parks.
 6. **Alcohol and Tobacco Policies:** Regulations regarding the consumption of alcohol and tobacco products within park premises.
 7. **Permitting for Special Events:** Procedures for obtaining permits for special events, festivals, or gatherings in parks.
 8. **Maintenance and Landscaping:** Protocols for routine maintenance, landscaping, and upkeep of park facilities.
 9. **User Fees and Charges:** Policies outlining fees for facility rentals, programs, or services provided by the parks staff.
 10. **Safety and Emergency Procedures:** Protocols for handling emergencies, including first aid, evacuation plans, and coordination with emergency services.
 11. **Maintenance and Landscaping:** Protocols for routine maintenance, landscaping, and upkeep of park facilities.
 12. **Accessibility:** Guidelines for ensuring parks and recreational facilities are accessible to individuals with disabilities.
 13. **Animal Control Policies:** Rules governing the presence and behavior of pets within parks.
 14. **Programming and Activities:** Procedures for organizing and conducting recreational programs, classes, and events. Requirements for Recreational Use Agreements (RUA)
 15. **Security Measures:** Measures in place to ensure the safety and security of park visitors.
 16. **Volunteer Programs:** Procedures for recruiting, training, and managing volunteers involved in park activities such as existing Adopt –a-Park/Adopt-a-Trail
 17. **Policy on Vandalism and Graffiti:** Measures to prevent and address vandalism or graffiti within parks.
 18. **Public Outreach and Communication:** Strategies for communicating with the public about park updates, events, and policies.
 19. **Park Master Plan:** Long-term vision and planning for the development and improvement of parks within the municipality.
 20. **Memorial Infrastructure:** Process for apply for memorial benches, plaque, etc. on city property.
 21. **Beach Policy**
 22. **Camping Policy**

Community Recreation

These policies and procedures contribute to the effective planning, implementation, and management of municipal recreation programs, fostering a positive and inclusive environment for participants.

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1. **Program Development:** Procedures for designing, developing, and evaluating recreation programs that cater to the community's needs and interests.
 2. **Registration and Enrollment:** Policies for participant registration, enrollment periods, and any associated fees.
 3. **Age and Eligibility Criteria:** Guidelines specifying age or eligibility requirements for participation in various programs.
 4. **Program Fees and Refunds:** Policies regarding program fees, payment schedules, and procedures for issuing refunds.
 5. **Scholarship/Voucher Program**
 6. **Inclusion and Accessibility:** Procedures to ensure that recreation programs are inclusive and accessible to individuals with disabilities.
 7. **Health and Safety Protocols:** Guidelines for maintaining participant safety during program activities, including emergency response plans.
 8. **Staff Training and Development:** Policies related to the training, certification, and professional development of recreation program staff.
 9. **Facility Use for Programs:** Procedures for reserving and utilizing municipal facilities for recreation programs.
 10. **Equipment and Supplies:** Guidelines for the procurement, maintenance, and proper use of equipment and supplies used in recreation programs.
 11. **Marketing and Promotion:** Strategies for marketing and promoting recreation programs to the community, including outreach and advertising.
 12. **Evaluation and Assessment:** Procedures for assessing the success and impact of recreation programs, including participant feedback and performance metrics.
 13. **Partnerships and Collaborations:** Policies regarding collaborations with external organizations or businesses for program support or sponsorship.
 14. **Cancellations and Program Changes:** Procedures for communicating and managing program cancellations, changes, or rescheduling.
 15. **Code of Conduct for Participants:** Rules and expectations for participant behavior during recreation programs.
 16. **Background Checks for Staff/Volunteers/Contracted Instructors:** Policies outlining the necessity and process for conducting background checks on individuals working with program participants.
 17. **Volunteer Programs:** Procedures for recruiting, training, and managing volunteers involved in park activities.
 18. **Contracted Instructors:** Procedures for recruiting, training, and managing contracted instructors involved in recreation activities.
 19. **Risk Management:** Protocols for identifying, assessing, and mitigating risks associated with recreation programs.

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20. **Youth Protection Policies:** Measures to ensure the safety and well-being of children participating in youth-focused programs.
 21. **Program Advisory Committees:** Guidelines for establishing and involving community members in program advisory committees for feedback and input (aka PARCAC)

**CITY OF HOMER
HOMER, ALASKA**

Erickson/Aderhold

RESOLUTION 24-019

A RESOLUTION OF THE HOMER CITY COUNCIL SUMMARIZING THE
JOINT WORKSESSION WITH THE PARKS, ART, RECREATION, AND
CULTURE ADVISORY COMMISSION AND STATING ACTION ITEMS
FOR THE COUNCIL AND COMMISSION

WHEREAS, The Homer City Council and Parks, Art, Recreation, and Culture Advisory
Commission (PARCAC) held a joint worksession on January 17, 2023; and

WHEREAS, Agenda items for the worksession included joint training, discussion topics
outlined in a memorandum and email from Councilmember Erickson, and discussion on
PARCAC appointments; and

WHEREAS, Discussion during the worksession included PARCAC developing a strategic
plan, the proposed new multiuse community recreation center, long-term planning and needs
assessment for Homer's parks, promoting arts in the community and the configuration of the
commission relative to an arts focus, review of city code related to PARCAC responsibility and
review, and park and community recreation policies; and

WHEREAS, Councilmembers Erickson and Davis provided Memorandum CC-24-027 to
city council at its January 22, 2024 regular meeting summarizing the worksession; and

WHEREAS, Current city council process is to follow-up joint worksessions and special
topic discussions (council "champion" work) with informational memoranda followed by
resolutions for action.

NOW, THEREFORE, BE IT RESOLVED that the Homer City Council requests PARCAC
complete the following tasks during the 2024 calendar year, with support from staff and city
council as appropriate:

- Develop a strategic plan to guide commission work through 2024 and beyond that includes indoor recreation and outdoor parks, trails, and sidewalks.
- Develop and review policies related to community recreation and parks.
- Develop a prioritized list of parks and recreation needs and associated costs that the city council the city manager can use when evaluating the Capital Improvement Plan and preparing annual budgets.
- Evaluate the role that PARCAC should play in promoting the arts in Homer.
- Review the recreation fee schedule and evaluate opportunities for a scholarship fund.

BE IT FURTHER RESOLVED that city council, led by parks and recreation champions, and aided by city staff, will complete the following tasks during the 2024 calendar year:

- Continue evaluation of a new multi-use community recreation center, requesting input from PARCAC as appropriate.
- Review city code and prepare ordinance(s) that clarify PARCAC's review role related to proposed new subdivisions, sidewalks, parks, and trails. Send introduced ordinances to PARCAC, and other commissions as appropriate, for review before final reading.

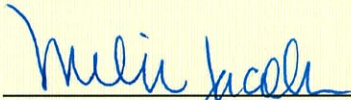
PASSED AND ADOPTED BY THE CITY COUNCIL OF HOMER, ALASKA, THIS 12th day of February 2024.

CITY OF HOMER



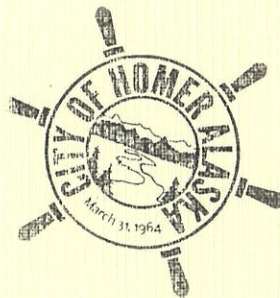
KEN CASTNER, MAYOR

ATTEST:



MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Note: N/A





MEMORANDUM

Proposed Strategic Plan for Parks, Art, Recreation and Culture Advisory Commission (PARCAC), Plus Two Items for Possible Council Action

Item Type: Action Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: January 17, 2024
From: Council Members Erickson and Davis

Based on the January 15, 2024 Joint Worksession with PARCAC, as well as previous meetings held with PARCAC members, we recommend that council support PARCAC beginning work on a Strategic Plan, ideally to be completed this calendar year, that would address some or all of the following:

- Questions related to community recreation (support for new rec center, including possible capital campaign; how to identify our clientele; what role do schools play & does this need to be adjusted; how to set fees in a way that encourages participation; best ratio of staff to volunteers)
- Updated parks plan, with long term needs lists that Council can use when preparing annual budgets.
- The role of PARCAC in promoting the arts in the community. Should PARCAC always include a member or members whose focus is the arts?

Three addition items were identified, two of which may require Council action (in coordination with staff):

1. Update city code to ensure that sidewalks (in addition to parks and trails) are explicitly identified as falling under PARCAC's auspices.
2. Update city code to require that PARCAC be given the opportunity to review proposed new subdivisions for recommended trail and/or sidewalk facilities, and associated easements, prior to the preliminary plat being sent to the Borough for approval.
3. Develop a policies for community recreation and parks.



MEMORANDUM

Adding a 3rd generation to the Nomar Wall

Item Type: Action Memorandum
Prepared For: Parks, Art, Recreation & Culture Advisory Commission
Date: 02/20/2025
From: Chad Felice

Purpose:

Approving a request to add a third generation of silhouettes to the mural wall that made/make contributions to the soul of Homer.

Background:

The mural on the Nomar wall has been in Homer since 1986. The mural was created to reflect those artists that contribute to the soul of Homer and recognizes the performing arts that is representative of Homer. The mural is anchored by the project manager for the reconstruction of Pioneer Avenue, Jan Keiser on the west end and children on the east end of the wall as spectators. Featured are musicians – Johnny B Bushell, Eddie Wood, Steve Van Wagoner, Steve Smith, a music director - Bob Richardson, a clown – Claire O'Donnell, Singers - Hobo Jim and Claudia Larson, actor - Lance Petersen and dancer – Nina Kenzie. Just to name a few. Repairs and additions were done in July 2008 and recently the mural was recently refreshed and repairs made again to the wall in June of 2024. A previous vehicle accident did some structural damage to the wall and marred the artwork. There are now two generations on the wall.

Action or Summary:

Tom Reed, the artist who has been painting the silhouettes is looking at adding a third generation to the wall. In the past the public has been asked to submit recommendations to staff and those submissions were reviewed by a committee and final recommendations made for Council approval.

Recommendation:

Public Works and the Parks division recommends adding a third generation to the wall. Make a motion to have the Clerk's Office advertise for recommendations of performing artists to add to the wall.

PARKS ART RECREATION & CULTURE ADVISORY COMMISSION

2025 Calendar

	AGENDA DEADLINE	MEETING	COMMISSIONER SCHEDULED TO REPORT	CITY COUNCIL MEETING FOR REPORT*	ANNUAL TOPICS/EVENTS
JANUARY				No Regular Meeting	
FEBRUARY	Wednesday 2/12 5:00 p.m.	Thursday 2/20 5:30 p.m.		Monday 2/24 6:00 p.m.	<ul style="list-style-type: none"> • Strategic Plans and Goals Review • Comp Plan Review
MARCH	Wednesday 3/12 5:00 p.m.	Thursday 3/20 5:30 p.m.		Tuesday 3/24 6:00 p.m.	<ul style="list-style-type: none"> • Beach Policy Review • Worksession Commission Training w/ City Clerk
APRIL	Wednesday 4/09 5:00 p.m.	Thursday 4/17 5:30 p.m.		Monday 4/28 6:00 p.m.	<ul style="list-style-type: none"> • Schedule Beach/Park Walk Through for May
MAY	Wednesday 5/07 5:00 p.m.	Thursday 5/15 5:30 p.m.		Tuesday 5/27 6:00 p.m.	<ul style="list-style-type: none"> • •
JUNE	Wednesday 6/11 5:00 p.m.	Thursday 6/19 5:30 p.m.		Monday 6/23 6:00 p.m.	
JULY				No Regular Meeting	
AUGUST	Wednesday 8/13 5:00 p.m.	Thursday 8/21 5:30 p.m.		Monday 8/25 6:00 p.m.	<ul style="list-style-type: none"> • CIP Project Recommendations • Beach Policy Review •
SEPTEMBER	Wednesday 9/10 5:00 p.m.	Thursday 9/18 5:30 p.m.		Monday 9/22 6:00 p.m.	<ul style="list-style-type: none"> • Schedule Park Clean Up Day • Reappointment Notices & Applications Issued by Clerk's Office
OCTOBER	Wednesday 10/08 5:00 p.m.	Thursday 10/16 5:30 p.m.		Monday 10/27 6:00 p.m.	<ul style="list-style-type: none"> • Terms Expire October 31st • Approve 2026 Meeting Schedule • PARC Budget Discussion & Review with Staff • Beach Policy Review & Special Permit Review
NOVEMBER	Wednesday 11/12 5:00 p.m.	Thursday 11/20 5:30 p.m.		Monday 11/24 6:00 p.m.	<ul style="list-style-type: none"> • Election of Chair & Vice Chair • Worksession Commission Training w/City Clerk
DECEMBER				No Regular Meeting	

*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. Attend via Zoom or in Person. Masks are optional**



City of Homer

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Memorandum

TO: Mayor Lord and Homer City Council
FROM: Melissa Jacobsen, City Manager
DATE: November 21, 2024
SUBJECT: City Manager's Report for November 25, 2024 Council Meeting

Harbor Float Replacement Not Selected for Competitive Port Infrastructure Development Program Grant Funding

I regret to inform the City Council that our application for the Homer Harbor Critical Float Replacement project was not selected for federal grant funding through the FY24 Port Infrastructure Development Program (PIDP). The following link will take you to the Maritime Administration's awards announcement:

<https://www.maritime.dot.gov/newsroom/investing-america-biden-harris-administration-announces-nearly-580-million-ports>. The only large project awarded in Alaska was for the Don Young Port of Alaska to replace a cargo terminal. Five small awards, ranging from \$9 million to \$11 million were also awarded to Alaska projects.

This was the City's second submission to the program. Our FY23 application scored well and made it to the Secretary of Transportation's desk, and revisions were made to the FY24 application based on agency feedback and suggestions from the Maritime Administration's Pacific Northwest and Alaska Gateway director, but was ultimately not awarded funding. Funding of the PIDP under the Federal Infrastructure Improvement and Jobs Act will continue through 2026; staff will request a debrief from the Agency to learn about areas to improve competitiveness of a potential third application, which could potentially be requesting a lower grant amount for System 4 only.

The Homer Harbor Critical Float Replacement Project was successful in garnering Denali Commission and potentially appropriation funding for design, environmental review and permitting activities, which could help another application's PIDP competitiveness. Staff is currently working with the Denali Commission on a grant award agreement, which will come to Council for consideration in early 2025. Maintaining the port and harbor float system infrastructure is a top priority, and we remain committed to seeing these improvements through. As we look ahead, we recognize the valuable role our Congressional Delegation plays in federal funding decisions. Engaging our federal legislative advocates more extensively in future grant applications may help strengthen our position in these competitive processes.

Utility Billing Software

The City has successfully transitioned to Xpress Bill Pay to accept secure online water and sewer bill payments. Customers are encouraged to pay their utility bill online automatically, and those who already had autopay set up will need to set up an Xpress Bill pay account before December 15th when the next bills are due. Easy to follow instructions are on the City's website <https://www.cityofhomer-ak.gov/finance/create-log-and-make-utility-payments-xpress-bill-pay> or contact the Finance Department at 907-435-3114 during regular business hours.

November 16 Storm Surge and Coastal Erosion

On Saturday afternoon, November 16th, the west side of the Homer Spit was hit with a 23-foot-high tide and strong southwesterly winds sending waves up and over the Homer Spit Road damaging the road, depositing debris on the bike path across the street, damaging buildings, and severely eroding an area of the beach past just past the revetment wall.

We really appreciate the State's quick and coordinated response to make repairs to road, and QAP and their team who were quick to staff up and get rock delivered and placed to secure the roadway. I'd like to give a shout out to our Fire Department, Police Department, Port and Harbor and Public Works staff for their speedy response to manage traffic immediately following the tidal event and to respond at the affected areas to ensure utilities were intact and look for immediate potential safety issues. A team from State Emergency Operations Center and Kenai Peninsula Borough Office of Emergency Management were onsite Wednesday to conduct a preliminary assessment and initiate coordination with other entities who can assist with recovery.



Attachment:

- Revised FY26/27 Budget Development Schedule
- Employee Anniversaries December

City of Homer
REVISED Budget Development Schedule
for Fiscal Year 2026 and 2027

Dates	Event
July 2024	Begin FY26/27 budget discussions with departments
7/22/2024	Budget Development Schedule delivered to Council
August - October 2024	Budget Worksessions (Council and Commissions)
10/28/2024	Committee of the Whole, Council to discuss budget priorities for the coming year
	Regular Meeting, Public Hearing - public input on budget priorities for the coming year
Beginning of November 2024	Submit to departments, budget work sheets including salary and fringe benefit costs
11/25/2024	During Committee of the Whole, Council to discuss Revenue Sources for General Fund and preliminary budget assumptions.
End of December 2024	Departmental Draft Budget and narratives to Finance
January 2025	City Manager - Begin Budget Review with Finance Director and Department Heads
1/20/2025	Worksession (4-7pm) - Department Budget Discussions
2/3/2025	Worksession (4-7pm) - Department Budget Discussions
2/10/2025	Worksession - Utility Rate Model Discussion
2/24/2025	Worksession - Utility Rate Model Discussion (if needed)
3/24/2025	Worksession - Reserved for Budget Discussions
4/14/2025	City Manager's Budget (Proposed Budget) and Utility Rate Model to Council
	Committee of the Whole, Council to discuss budget
	Regular Meeting - Public Hearing
4/28/2025	Committee of the Whole, Council to discuss budget
	Regular Meeting - to introduce Budget Ordinance and Fee/Tariff Ordinances
5/12/2025	Committee of the Whole, Council to discuss budget
5/27/2025	Committee of the Whole, Council to discuss budget
	Regular Meeting - Public Hearing
6/9/2025	Regular Meeting - Public Hearing & FY 26/27 Budget Adoption



MEMORANDUM

December Employee Anniversaries

Item Type: Informational Memorandum
Prepared For: Mayor Lord and City Council
Date: November 20, 2024
From: Andrea Browning, HR Director
Through: Melissa Jacobsen, City Manager

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

Mark Robl	Police	40	Years
Bryan Hawkins	Port	25	Years
Todd Cook	Public Works	15	Years
Sean Perry	Police	10	Years
Mike Zelinski	Public Works	10	Years
Josh Mershon	Port	5	Years
Regina Johanos	Library	4	Years
Jenna Luchaco	Public Works	3	Years
Del Masterhan	Port	3	Years
Matt Dominguez	IT	2	Years



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 Lord and Homer City Council
FROM: Melissa Jacobsen, City Manager
DATE: January 8, 2025
SUBJECT: City Manager's Report for January 13, 2025 Council Meeting

Surplus Sale

Sealed bids for City surplus equipment are being accepted through Wednesday, January 22. For full details visit, www.cityofhomer-ak.gov/cityclerk/city-homer-surplusequipment-sale-winter-2025. Looking ahead to future surplus sales I've asked the City Clerk to research some online auction platforms, such as Ritchie Brothers and Alaska Premier Auctions where the City can upload the information and the auction company facilitates the online bidding and collection of payment. My understanding is the auction company retains a portion of the sales and submits the balance to the City. For the amount of staff time for the Clerk's office to manage these surplus sales, we may find a savings. This also has the potential to expand our pool of bidders. More to come!

Digitization of the *Homer News* Completed

In late October the Library shipped the entire collection of the *Homer News* on microfilm to Ancestry.com, who spent a couple months scanning and indexing the materials. The archive from 1954 to 2021 is now available online. It can be accessed from any computer in the Library or a personal subscription to Newspapers.com.

Library Author Talk and Award Presented

On Dec. 17, Tom Kizzia and Rich Chiappone visited the library to talk about history and writing, drawing a crowd of 63 people. Tom Kizzia was presented with a State of Alaska legislative citation honoring his contributions to Alaskan literature. The award was presented by Representatives Andrew Gray and Sarah Vance.

Notable Work Anniversaries

In December we had two notable work anniversaries to celebrate. Chief Robl celebrated 40 years with the City and Bryan Hawkins celebrated 25 years with the City. Your commitment and excellence over the years have made a lasting impact—thank you both for all that you do!

Celebrating Kristen Faulkner

On Dec. 27, the City partnered with the Chamber of Commerce for an event celebrating Kristen Faulkner, Homer's very own Olympic medalist! On a visit home for the holidays, Kristen welcomed the community to Homer High School Mariner Theatre for a heartwarming Q&A session, with Jim Anderson, Jon and Sara Faulkner, and former Mayor Ken Castner. Kristen was presented with a City of Homer Award of Excellence

from former Mayor Castner. She was also presented with a State of Alaska legislative citation from Representative Sarah Vance.



Karen Hornaday Park Campground

With the recent mild winter weather Parks Maintenance Coordinator Chad Felice has been able to do some cleaning up at the Karen Hornaday Park Campground. The campground has been closed for a few years and the alders have taken over the campsites and roadway. Prior to the closure the City was having problems with illegal camping and other activities in the campground because the amount of alder and brush made it easy to hide out. The City has also heard feedback that the overgrowth made the park area feel unsafe for the kids playing on the playground. With the help of Public Works equipment operators, work is being done to selectively clear out the alder overgrowth and open up lines of sight around the campground. I walked the area with Chad, Public Works Superintendent Mike Zelinski, and Public Works Director Dan Kort this past Wednesday. Most campsites now have great views so campers can see the bay, watch a ballgame, or see their kids on the playground, and there will still be some buffer between campsites when the trees and remaining alders leaf out in the spring and summer. When the selective alder clearing is complete there will be areas where Parks can make improvements with landscaping and selective tree plantings. Stump removal around the campground is planned, along with some additional clearing and ditching below to help with drainage. We will be discussing options for opening the Karen Hornaday Campground during our departmental budget discussions, with a timeframe still to be determined.

There have been questions about some clearing that has been done near the park area on the hospital side of Woodard Creek. The City is not working in that area; it is right of way clearing along the power lines by Carlos Tree Service for Homer Electric Association.

Landslide Hazard Susceptibility Reporting

The Alaska Division of Geological & Geophysical Surveys (DGGs) has finished mapping landslide hazard susceptibility for the City of Homer and nearby Kachemak City. These maps are designed to help local officials and the public better understand areas that could be at risk for slope failures. They're also meant to support long-term regional planning, boost resilience, and guide updates to Homer's Comprehensive Plan.

While the maps don't predict future landslides, they highlight spots where landslides have happened in the past and recommend areas where further geotechnical studies might be needed, especially if development is planned.

Attachments:

State of Alaska Press Release DGGs publishes Homer landslide hazard susceptibility maps

Landslide Hazard Susceptibility Mapping in Homer, Alaska Executive Summary

Landslide Hazard Susceptibility Mapping in Homer Report

Landslide Maps



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Memorandum

TO: Mayor Lord and Homer City Council
FROM: Melissa Jacobsen, City Manager
DATE: January 8, 2025
SUBJECT: City Manager's Report for January 27, 2025 Council Meeting

RAISE Grant Award

The City of Homer has received a \$2 Million grant from the U.S. Department of Transportation (USDOT) for Rebuilding American Infrastructure with Sustainability and Equity (RAISE). This highly competitive federal grant program funds transportation infrastructure projects with significant local or regional impacts. As of June 2024, the RAISE program has provided more than \$15 billion across sixteen rounds of funding to local governments, Tribes, transit and port authorities, and states. This milestone achievement is a testament to the hard work of the City of Homer team and our dedicated partners. The grant will fund planning and design for Realizing Equitable and Accessible Connectivity in Homer, a project to develop sidewalks, trails, bikeways, and mobility hubs along key streets identified in Homer's Transportation Plan, and to address challenging, hard to develop routes that stand in the way of a connected, community-wide sidewalk network. Work will include public engagement, system-wide planning, design, environmental and equity analyses to ensure an inclusive approach. This award represents a critical step toward improving access for everyone in Homer. We appreciate the U.S. Department of Transportation for recognizing this project as one that will improve safety and mobility for the traveling public, and we thank the Alaska Congressional Delegation for advocating for this, and other important Alaskan infrastructure projects.

Grant Submitted

Community Development Director Engebretsen and Special Project Coordinator submitted a \$1.5M grant application to NOAA in early January. Via Resolution 24-077 in July 2024, Council supported a partnership between the City, University of Alaska and the Kachemak Bay National Estuarine Research Reserve to submit a grant application to the National Oceanic and Atmospheric Administration for funding to acquire and protect lands within the Bridge Creek Watershed Protection District. The grant also includes funding for a weather station, which can provide data for future landslide hazard research. Staff expects to learn the result of the application in late spring, with a potential grant agreement to Council in the summer.

Transportation Plan

Homer's new Transportation Plan has been adopted by the Kenai Peninsula Borough! This was the final step in the lengthy process to update this portion of the Comprehensive Plan. The community's work and input on this plan will serve Homer well as we embark on implementing the plan, working with the State of Alaska on the awarded HaPP loop project, and on the newly awarded federal RAISE grant. Staff from Administration, Public Works and Community Development will continue to work closely together on these transportation projects over the coming years.

Alaska Fire Chiefs Association Request to Legislature for Support

Next week at the Alaska Fire Chiefs Association will be meeting with legislators in Juneau to discuss several topics of interest within the Alaska fire service. Chief Kirko provided a copy of their letter and list of critical infrastructure needs from all over the state. The list was requested last year by Senator Stevens, who was instrumental in getting Kodiak the funding for their new fire station and has shown interest in supporting other Alaska public safety (fire/EMS) agencies as well.

FY24 Audit Update

The City Finance Department continues to focus on 2024 audit work in conjunction with Porter & Allison, the accounting firm that assists us in preparing our documentation, and BDO, the City's independent auditor. A copy of the 2024 Audit Planning Document from BDO is attached to this report.

Homer Comprehensive Plan Photo Contest and Open House Save the Date

A photo contest is underway, so help us showcase our vibrant community by sharing your pictures of Homer's unique and vibrant people and places. Submissions are due by January 31, 2025 and up to 5 winning photos will be selected. Winners will be selected by City communications staff and winning entries will be featured on the covers of the plan. Submit your photos on the website at <https://homercompplanupdate.com/> Also, the Open House for the Release of the Draft Comprehensive Plan is scheduled on Tuesday, February 11, 2025 from 5:00 to 8:00 p.m. at Islands & Ocean Visitors Center, 95 Sterling Highway, Homer, AK.

Lunch and Learn

Recognizing that we have a lot of fantastic new folks that have joined the City team over the last year we held a lunch time training session to learn about drafting ordinances, resolutions, and memorandums and 24 folks representing all departments joined in person or on Zoom! I led the session that took us through a legislation 101 track, and some of the more seasoned staff asked questions that took us down the road of substitutes, amendments, and other scenarios that led into legislation 202 type conversations. I really appreciated folks showing up to learn and I'm encouraged to do more of these sessions.

Attachments:

City of Homer 2024 Audit Planning Document
Letter from Alaska Fire Chief's Association



REPORT TO CITY COUNCIL

CITY OF HOMER, ALASKA

2024 AUDIT PLAN



Welcome

BDO USA, P.C.
3601 C St, Ste. 600
Anchorage, AK 99503
www.bdo.com

January 7, 2025

City Council

City of Homer, Alaska

We look forward to discussing with you the current year audit plan for the City of Homer, Alaska (the City). This report provides an overview of our overall objectives for the audit, and the nature, scope, and timing of the planned audit work.

We are pleased to be of service to the Company, are committed to executing a quality audit, and look forward to discussing our audit plan, as well as other matters that may be of interest to you.

Respectfully,

BDO USA

Copy to: Rachel Lord, Mayor
Elizabeth Fischer, Finance Director
Jenna deLumeau, Controller

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The following communication was prepared as part of our audit, has consequential limitations, and is intended solely for the information and use of those charged with governance (e.g., Board of Directors) and, if appropriate, management of the Company, and is not intended and should not be used by anyone other than these specified parties.

Executive Summary



Executive Summary

Audit timeline

- We will perform our year-end procedures during the months of December through January and February.

Audit strategy, including significant risks identified

- Our audit strategy, including significant risks identified, for the 2024 audit is outlined in the “Areas of Significant Risk” on page 12.

Other topics of interest

- Recent GASB Standards

Inquiries of Those Charged with Governance related to matters relevant to the audit (see page 16).



Audit Timeline

The following represents our anticipated schedule regarding our audit of the annual financial statements of the City:

	Dec	Jan	Feb	Mar
Planning	✓	✓		
Year-End Fieldwork		✓	✓	
Release Report on Financial Statements			✓	✓

OPTIONAL

Audit Overview & Strategy



Overview

Our audit strategy follows a risk-based approach, so that our audit work, including the nature, timing and extent of audit procedures planned, is focused on the areas of the financial statements where the risk of material misstatement is assessed to be significant as well as other areas of the financial statements where we have identified risks of material misstatement.

In preparation for our audit, we have discussed with City Council, management and internal audit significant matters including, but not limited to, market conditions, activities, and changes to the Company's business, systems, accounting principles and controls, and obtained management's view of potential audit risk in order to update our understanding of the Company. This is important to our identification and assessment of risks of material misstatement to the financial statements and related disclosures.

Key components of our audit objectives and strategy are highlighted within the executive summary section and explained in more detail in the following sections. The executive summary section is designed to facilitate discussion with the audit team, while the rest of the package serves as pre-read material for City Council.

We will continue to update the resulting assessment throughout the audit. We will communicate to you any significant changes to the planned audit strategy or the significant risks initially identified and communicated herein, and the reason for such changes, as applicable, when we present the results of our audit upon completion.



Terms of the Audit and Independence

AUDITOR'S RESPONSIBILITY

BDO USA, P.C., as your auditor, is responsible for forming and expressing an opinion about whether the financial statements that have been prepared by management, with your oversight, are prepared, in all material respects, in accordance with the applicable financial reporting framework.

The audit of the financial statements does not relieve you of your responsibilities and does not relieve management of their responsibilities.

TERMS OF THE AUDIT

Our establishment and understanding of the terms of the audit engagement have been documented in our annual engagement letter and includes the objectives of the audit along with the responsibilities of both the auditor and of management for your reference.

INDEPENDENCE

- ▶ Our engagement letter to you dated November 27, 2024, describes our responsibilities in accordance with professional standards and certain regulatory authorities regarding independence and the performance of our services. This letter also stipulates the responsibilities of the Company with respect to independence as agreed to by the Company. Please refer to that letter for further information.

Terms of the Audit and Independence

AUDITOR'S RESPONSIBILITY

BDO USA, P.C., as your auditor, is responsible for forming and expressing an opinion about whether the financial statements that have been prepared by management, with your oversight, are prepared, in all material respects, in accordance with the applicable financial reporting framework. In addition, our audit will be conducted in accordance with standards for financial audits contained in the *Government Auditing Standards* (GAS or Yellow Book), issued by the Comptroller General of the United States.

The audit of the financial statements does not relieve you of your responsibilities and does not relieve management of their responsibilities.

INDEPENDENCE

- ▶ Our engagement letter to you dated November 27, 2024, describes our responsibilities in accordance with professional standards and certain regulatory authorities and *Government Auditing Standards* regarding independence and the performance of our services. This letter also stipulates the responsibilities of the City with respect to independence as agreed to by the City. Please refer to that letter for further information.

TERMS OF THE AUDIT

Our establishment and understanding of the terms of the audit engagement have been documented in our annual engagement letter, which was provided to you on December 3, 2024, and includes the objectives of the audit along with the responsibilities of both the auditor and of management for your reference.

- ▶ We will plan and perform the audit of the financial statements for the year ended June 30, 2024, in accordance with *Government Auditing Standards*.
- ▶ We will perform tests of compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions is not an objective of our audit.

Determining Our Planned Audit Strategy

We focus on areas with higher risk of material misstatement to the financial statements, whether due to error or fraud. Our audit strategy includes consideration of the following:

- ▶ Prior year audit results including discussions with management and those Charged with Governance regarding the City's operations, business activities, and risks.
- ▶ Inherent risk within the City (i.e., the susceptibility of the financial statements to material error or fraud) without regard to the effect of controls.
- ▶ A continual assessment of materiality thresholds based upon qualitative and quantitative factors affecting the City.
- ▶ Recent developments within the industry, regulatory environment, and general economic conditions.
- ▶ Recently issued and effective accounting and financial reporting guidance.
- ▶ The City's significant and critical accounting policies and procedures, including those requiring significant management judgments and estimates and those related to significant unusual transactions.
- ▶ The control environment, risk management and monitoring activities, and the possibility that internal controls may fail to prevent or detect a material misstatement due to error or fraud.
- ▶ The use of information systems and service organizations in the financial reporting process and overall IT environment.
- ▶ Extent to which we plan to use others, outside the core engagement team, to perform certain planned audit procedures or evaluate audit results related to significant risks that may require specialized skills or knowledge.

We will communicate to you any significant changes to the planned audit strategy, or to the significant risks initially identified, that may occur during the audit due to the results of audit procedures or in response to external factors, such as changes in the economic environment.

Detail of Significant Risks & Additional Audit Considerations



Areas of Significant Risk

Our areas of significant risk, which are risks with both a higher likelihood of occurrence and a higher magnitude of effect that require special audit considerations, are as follows. Our planned audit procedures for these risks are detailed starting on page 12.

Grant revenue recognition

Management override of internal controls

Grant Revenue Recognition

SUMMARY OF AREA OF SIGNIFICANT RISK

BDO has identified a significant risk related to recognizing grant revenue in accordance with approved agreements and applicable provisions. There is a risk that revenue recognized does not correlate with incurred expenses or according to stipulations in the applicable agreements. After considering all the inherent risk factors, the engagement team assessed the likelihood of a misstatement and magnitude of the potential misstatement and concluded on the level of assessed risk as significant.

SUMMARY OF PLANNED AUDIT PROCEDURES

In order to address this significant risk, we plan to perform the following procedures:

- We will refine our understanding of the grant revenue recognition process through a walkthrough of the revenue business process and evaluate the design of controls in this area.
- Our substantive procedures will include evaluating underlying grants based on inspection,, and inquiries directly with personnel at the City. We will select grants for detailed testwork of the underlying costs, revenue recognition, and cash receipts associated with the project.

Management Override of Controls

SUMMARY OF AREA OF SIGNIFICANT RISK

Management override of controls is presumed to be a significant risk by default for all entities. The presumptive risk is that management could use their position to circumvent controls in order to misstate or misappropriate assets. In addition, management could be in a unique position to perpetrate fraud because of their ability to manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively.

After considering all the inherent risk factors, the engagement team assessed the likelihood of a misstatement and magnitude of the potential misstatement and concluded on the level of assessed risk as Significant.

SUMMARY OF PLANNED AUDIT PROCEDURES

In order to address this significant risk, we plan to perform the following procedures:

- We will update our understanding of the FRCP business process, perform a walkthrough of the FRCP business process and evaluate the design of controls in this area.
- Our substantive procedures will include evaluating journal entries to test the reasonableness of entries made, as well as their applicable authorization.
- Inquiries will be made throughout the organization to determine if there is know or potential fraud issues.

Inquiries of Those Charged with Governance



Obtaining Information from Those Charged with Governance

We perform inquiries related to fraud and other matters to help inform our audit strategy and execution of our audit procedures. As part of the upcoming meeting with you, we would like to discuss the following topics with you to understand any matters of which you believe we should be aware, including, but not limited to:

- ▶ Your views about the risk of material misstatements due to fraud, including the risk of management override of controls
- ▶ How you exercise oversight over the Company's assessment of fraud risks and the establishment of controls to address these risks
- ▶ Your awareness of any actual, alleged or suspected fraud or illegal acts affecting the Company
- ▶ Your awareness of tips or complaints regarding the Company's financial reporting and your response to such tips and complaints
- ▶ Your awareness of other matters relevant to the audit including, but not limited to, violations or possible violations of laws or regulations
- ▶ Your awareness of noncompliance with laws and regulations to include consideration of noncompliance with provisions of contracts and grant agreements.
- ▶ Your awareness of any investigations or legal proceedings that have been initiated or are in process with respect to the period under audit.
- ▶ Your awareness of any significant communications between the Company and regulators
- ▶ Your understanding of the Company's relationships and transactions with related parties that are significant to the Company
- ▶ Any business relationships between a BDO firm and the Company or its affiliates
- ▶ Whether the Company has entered into any significant unusual transactions
- ▶ Your awareness of any other information that is important to the identification and assessment of risks of material misstatement

Other Topics



BDO's System of Quality Management

An effective quality management system in an audit firm is crucial for supporting the consistent performance of high-quality audits and reviews of financial statements, or other assurance or related services engagements under professional standards, and applicable legal and regulatory requirements.

Accordingly, BDO has implemented a system of quality management designed to provide reasonable assurance that its professionals fulfill their responsibilities and conduct engagements in accordance with those professional standards, and legal and regulatory requirements. The firm's system of quality management supports the consistent performance of quality audits through many ongoing activities including, at least annually, certification by leaders with responsibility for key controls and related processes. Our Assurance Quality Management team performs regular reviews and testing of key controls and processes throughout the system of quality management and identifies and communicates areas for improvement. In addition, our Audit Quality Advisory Council supports our system of quality management by providing guidance and input on audit quality initiatives.

As required by International Standard on Quality Management 1 (ISQM 1) under the International Auditing and Assurance Standards Board (IAASB), BDO has conducted an evaluation of the effectiveness of its system of quality management and concluded, as of July 31, 2023, that, except for certain deficiencies related to the execution of its issuer audits, that system provides the reasonable assurance that our professionals will perform audits and reviews of financial statements or related assurance services engagements in accordance with professional standards, and applicable legal and regulatory requirements. BDO has either implemented or is designing remedial actions to address those deficiencies prior to our next evaluation.



We will continue to provide you with updates on our progress. Currently, you may find discussion of BDO's system of quality management within our annual [Audit Quality Reports](#), the most recent of which is accessible [here](#).

[CLICK HERE TO ACCESS IAASB ISQM-1 IN ITS ENTIRETY >](#)

GASB Statement No. 99, Omnibus 2022

Effective Dates	Date per Pronouncement
	Effective as Noted Below

- ▶ This Statement address practice issues identified during implementation and application of certain GASB Statements and accounting and financial reporting for financial guarantees.
- ▶ Effective Upon Statement Issuance - April 2022:
 - Extension of the period during which LIBOR is considered an appropriate benchmark interest rate for the qualitative evaluation of the effectiveness of an interest rate swap that hedges the interest rate risk of taxable debt
 - Accounting of benefits distributed as part of the Supplemental Nutrition Assistance Program (SNAP)
 - Disclosures related to nonmonetary transactions
 - Pledges of future revenues when resources are not received by the pledging government
 - Clarification of provisions of Statement No. 34 related to the focus of the government-wide financial statements
 - Updates to terminology used in Statement No. 53 to refer to resource flow statements and to certain provisions in Statement No. 63
- ▶ Effective for Fiscal Years Beginning After June 15, 2022:
 - Determination of lease term and classification of leases as short-term in accordance with Statement No. 87
 - Clarification related to the determination of Public-Private Partnerships (PPP) term and recognition and measurement of installment payments and the transfer of PPP assets under Statement No. 94
 - Clarification of the provisions of Statement No. 96 related to Subscription Based Information Technology Arrangements (SBITA) term, classification of short-term SBITA, and recognition and measurement of a subscription liability
- ▶ Effective for Fiscal Years Beginning After June 15, 2023:
 - A government extending an exchange or exchange-like financial guarantee should recognize a liability and expense/expenditure related to the guarantee when qualitative factors and historical data indicate that it is more likely than not a government will be required to make a payment related to the guarantee. Statement No. 99 excludes guarantees related to special assessment debt, financial guarantee contracts within the scope of Statement No. 53, or guarantees related to conduit debt obligations.
 - Requirements related to the classification and reporting of derivative instruments within the scope of Statement No. 53 that do not meet the definition of an investment or hedging derivative instrument

GASB Statement No. 100, *Accounting Changes and Error Corrections* - an amendment of GASB Statement No. 62

Effective Dates	Date per Pronouncement
	Fiscal Years Beginning After 6/15/2023

- ▶ This Statement defines accounting changes as changes in accounting principles, changes in accounting estimates, and changes to or within the financial reporting entity and describes the transactions or other events that constitute those changes.
- ▶ As part of those descriptions, for (1) certain changes in accounting principles and (2) certain changes in accounting estimates that result from a change in measurement methodology, a new principle or methodology should be justified on the basis that it is preferable to the principle or methodology used before the change. That preferability should be based on the qualitative characteristics of financial reporting—understandability, reliability, relevance, timeliness, consistency, and comparability.
- ▶ This Statement also addresses corrections of errors in previously issued financial statements.
- ▶ This Statement requires that:
 - changes in accounting principles and error corrections be reported retroactively by restating prior periods,
 - changes to or within the financial reporting entity be reported by adjusting beginning balances of the current period, and
 - changes in accounting estimates be reported prospectively by recognizing the change in the current period.
- ▶ The requirements of this Statement for changes in accounting principles apply to the implementation of a new pronouncement in absence of specific transition provisions in the new pronouncement.
- ▶ Statement No. 100 requires that the aggregate amount of adjustments to and restatements of beginning net position, fund balance, or fund net position, as applicable, be displayed by reporting unit in the financial statements.
- ▶ This Statement requires disclosure in notes to financial statements of descriptive information about accounting changes and error corrections, such as their nature. In addition, information about the quantitative effects on beginning balances of each accounting change and error correction should be disclosed by reporting unit in a tabular format to reconcile beginning balances as previously reported to beginning balances as restated.
- ▶ Statement No. 100 also addresses how information that is affected by a change in accounting principle or error correction should be presented in required supplementary information (RSI) and supplementary information (SI). For periods that are earlier than those included in the basic financial statements, information presented in RSI or SI should be restated for error corrections, if practicable, but not for changes in accounting principles.

GASB Statement No. 101, *Compensated Absences*

Effective Dates	Date per Pronouncement
	Fiscal Years Beginning After 12/15/2023

- ▶ This Statement requires that liabilities for compensated absences be recognized for leave that has not been used and leave that has been used but not yet paid in cash or settled through noncash means.
- ▶ Requires recognition of a liability for leave that has not been used if:
 - the leave is attributable to services already rendered,
 - the leave accumulates, and
 - the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means.
- ▶ Leave that is more likely than not to be settled through conversion to defined benefit postemployment benefits should not be included in a liability for compensated absences.
- ▶ Statement No. 101 requires that a liability for certain types of compensated absences, including parental leave, military leave, and jury duty leave, not be recognized until the leave commences.
- ▶ In addition, this Statement requires that for specific types of compensated absences, a liability not be recognized until the leave is used.
- ▶ This Statement also establishes guidance for measuring a liability for leave that has not been used, generally using an employee's pay rate as of the date of the financial statements. A liability for leave that has been used but not yet paid or settled should be measured at the amount of the cash payment or noncash settlement to be made. Certain salary-related payments that are directly and incrementally associated with payments for leave also should be included in the measurement of the liabilities.
- ▶ With respect to financial statements prepared using the current financial resources measurement focus, Statement No. 101 requires that expenditures be recognized for the amount that normally would be liquidated with expendable available financial resources.
- ▶ Statement No. 101 amends the existing requirement to disclose the gross increases and decreases in a liability for compensated absences to allow governments to disclose only the net change in the liability (as long as they identify it as a net change). In addition, governments are no longer required to disclose which governmental funds typically have been used to liquidate the liability for compensated absences.

GASB Statement No. 102, *Certain Risk Disclosures*

Effective Dates	Date per Pronouncement
	Fiscal Years Beginning After 6/15/2024

- ▶ The objective of this Statement is to provide users of government financial statements with essential information about risks related to a government’s vulnerabilities due to certain concentrations or constraints.
- ▶ Statement No. 102 defines a *concentration* as a lack of diversity related to an aspect of a significant inflow of resources or outflow of resources.
- ▶ Statement No. 102 defines a *constraint* as a limitation imposed on a government by an external party or by formal action of the government’s highest level of decision-making authority.
- ▶ Requires a government to assess:
 - whether a concentration or constraint is known to the government prior to the issuance of the financial statements,
 - whether a concentration or constraint makes the primary government reporting unit or other reporting units that report a liability for revenue debt vulnerable to the risk of a substantial impact and
 - whether event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued.
- ▶ For items meeting the above criteria, required disclosures include descriptions of:
 - the concentration or constraint,
 - each event associated with the concentration or constraint that could cause a substantial impact if the event had occurred or had begun to occur prior to the issuance of the financial statements, and
 - Actions taken by the government prior to the issuance of the financial statements to mitigate the risk.

At BDO, our purpose is helping people thrive, every day. Together, we are focused on delivering exceptional and sustainable outcomes — for our people, our clients and our communities. Across the U.S., and in over 160 countries through our global organization, BDO professionals provide assurance, tax and advisory services for a diverse range of clients.

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Material discussed in this publication is meant to provide general information and should not be acted on without professional advice tailored to your needs.

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ALASKA FIRE CHIEFS ASSOCIATION

One Sealaska Plaza, Suite 200, Juneau, Alaska 99801

January 21, 2025

Subject: Request for Support for Much-Needed Fire Station Projects in Alaska

Dear Members of the Alaska State Legislature,

On behalf of the Alaska Fire Chiefs Association, we are reaching out to request your support for crucial fire station projects that are currently in need of attention and funding. Our organization represents all regions of Alaska and is dedicated to ensuring the safety and well-being of Alaskans by supporting and advocating for emergency service professionals across the state.

The state of Alaska faces unique challenges when it comes to emergency response, and it is imperative that our fire stations are adequately equipped and maintained to effectively address these challenges.

Many of our fire stations need essential upgrades and improvements to enhance their capabilities and response times. These projects include, but are not limited to, the following:

1. **Replacement and New Construction:** With many of the aging stations, renovations are just not feasible. These old stations need an entire replacement.
2. **Infrastructure Upgrades:** Aging fire stations require improvements to meet current safety standards and accommodate modern firefighting equipment.
3. **Training Facilities:** Establishing or upgrading training facilities will allow our firefighters to stay current with the latest techniques and technologies in firefighting and emergency response.

We understand the fiscal responsibilities faced by the Alaska State Legislature, however, we believe that investing in these fire station projects is crucial for the safety and security of our communities.

We kindly request your support in securing the necessary funding for these projects to ensure that your fire departments can continue to provide the highest level of service to the residents of Alaska.

Thank you for your time and consideration. We look forward to the opportunity to discuss these projects further and to collaborate on initiatives that will strengthen the fire service capabilities throughout our great state.

Sincerely,

A handwritten signature in blue ink, appearing to read "Forrest Kuiper".

Forrest Kuiper, President
Alaska Fire Chiefs Association

		NEW FIRE STATION CONSTRUCTION			
Community:	Project Name:	Scope:	Cost:	POC:	Email:
Anchorage, Municipality	Anchorage Fire Department Station 12 Relocation	Relocation & Co-locate AFD-APD Dispatch	\$15.8M	Douglas Schrage	Douglas.Schrage@anchorageak.gov
	Anchorage Fire Department Station 16 New Station	New Fire Station	\$10.8M		
	Anchorage Fire Department Station 11 Relocation	Relocation	\$10.8M		
Chugiak	Station Replacement	New station for current and future needs	\$15M	Scott Fisher	scott.fisher@cvfrd.com
Dillingham, City	Dillingham Fire Department Fire Station replacement	Downtown Station replacement	\$10.6M	Scott Runzo	scott.runzo@dillinghamak.us
Fairbanks North Star Borough	University of Alaska Fairbanks Arctic Emergency Services Facility	Replace Station 11, and house Fire/EMS/Police & CTC programs	\$72M	Forrest Kuiper	fjkuiper@alaska.edu
Fairbanks, City	City of Fairbanks Fire Department Station 2 replacment	Replace Station 2	\$20M	Andrew Coccoaro	acoccoaro@fairbanks.us
Kenai Peninsula Borough	Central Emergency Services Fire Station Replacement	Additional funds to replace Station #1	\$5.9M	Roy Browning	RBrowning@kpb.us
Girdwood Fire Department	Training Prop Building	Building a training prop building	\$300,000	Michelle Weston	chief@girdwoodfire.com
Homer, City	Homer Fire Department Headquarters Replacement	Headquarters station replacement	\$20M	Mark Kirko	mkirko@ci.homer.ak.us
Kenai, City	Publis Safety Building Replacement	Replacement of Public Safety Building	\$25M	Jay Teague	jteague@kenai.city
Ketchikan, City	Ketchikan Fire Department Station Replacement	Station 2 replacement	\$15M	Rick Hines	rickh@city.ketchikan.ak.us
Matanuska Susitna Borough	Willow Fire Department Replacement Station	Replacement public safety facility in willow	\$5M	Brian Davis	bdavis@matsugov.us
North Pole, City	North Pole Fire Department Replacement Station	Replace headquarters fire station	\$21.5M	Chad Heineken	cheineken@northpolefire.org
Palmer, City	Palmer Public Safety Facility	New Public Safety building	\$46.5M	John Prevost	jprevost@palmerak.org
Saxman, City	Saxman Fire Station Replacement	Fire Station replacement	\$10M	Steve Rydeen	stever@kgbak.us
Seward, City	Fire Station Replacement	Replacement of Fire Station (built in 1963)	\$25M	Clinton Crites	ccrites@cityofseward.net
Sitka, City	Sitka Fire Department Fire Training Facility	Fire Training Facility	TBD	Craig Warren	craig.warren@cityofsitka.org
Unalaska, City	Unalaska Fire Department New Fire Station & Training Facility	New fire station and training facility	\$20M	Ben Knowles	bknowles@ci.unalaska.ak.us
Valdez, City	City of Valdez Fire Department Replacement Station 4	Relocate and Replace Station 4	\$5M	Tracy Raynor	TRaynor@valdezak.gov
		Total	\$354M		
		RENOVATED FIRE STATION PROJECTS			
Community:	Project Name:	Scope:	Cost:	POC:	Email:
Anchorage, Municipality	Anchorage Fire Department Regional Preparatory Training Facility	Training facility for explorer post	\$5M	Douglas Schrage	Douglas.Schrage@anchorage.gov
Kodiak Island Borough	Bayside Fire Department Station Expansion	Expand station and dorms for volunteers	\$1.7M	Scott Ellis	sellis@kodiakak.us
Fairbanks North Star Borough	Chena Goldstream Fire Station(s) renovations	Stations 41 & 42 Expansion/renovations	\$5M	Frank Bracken	frank.bracken@cgfr.com
Kenai Peninsula Borough	Kachemack Emergency Services Renovations	Renovations and additions to St. 1 & 2	\$1.65M	Eric Schultz	ESchultz@kpb.us
	Western Emergency Services Renovations	Expansion and Renovations of Station 3	\$3.75M	Robert Mathis	RMathis@kpb.us
	Bear Creek Fire Renovations	Asphalt paving & Living Quarters	\$1.05M	Richard Brackin	RBrackin@kpb.us
	Cooper Landing Emergency Services Repairs & Maintenance	Building Maintenance and Repairs	\$93,000	Mitchel Dickinson	mitchel_dickinson@live.com
	Moose Pass Volunteer Fire Company Clean Water/Renewable	Clean water and renewable power study	\$60,000	Judy Ingersol	merrittpscooper@gmail.com
Ketchikan Gateway Borough	South Tongass Volunteer Fire Department Renovations	Station addition and foundation repairs.	\$74,000	Steve Rydeen	stever@kgbak.us
		Total	\$16.7M		



MEMORANDUM

January Employee Anniversaries

Item Type: Informational
Prepared For: Mayor Lord and City Council
Date: January 27, 2025
From: Andrea Browning, HR Director
Through: Melissa Jacobsen, City Manager

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

Teresa Sundmark	Library	18	Years
Tomasz Sulczynski	IT	17	Years
Andrea Browning	Admin	13	Years
Brody Jones	Public Works	11	Years
Jona Focht	Dispatch	10	Years
Lynda Gilliland	Finance	7	Years
Amy Woodruff	Port	4	Years
Rose Benson	Port	3	Years
Ed Gross	Planning	1	Year
Kaleb Harvey	Police	1	Year

VISTORS

AGENDA CALENDAR 2025

Council Meeting Dates	Visitor Scheduled
<i>Monday, January 13</i>	<i>Senator Stevens</i>
<i>Monday, January 27</i>	
<i>Monday, February 10</i>	<i>Patty Relay Pratt Museum – Budget Appropriation Request</i>
<i>Monday, February 24</i>	
<i>Monday, March 10</i>	
<i>Monday, March 24</i>	
<i>Monday, April 14</i>	
<i>Monday, April 28</i>	
<i>Monday, May 12</i>	
<i>Tuesday, May 27</i>	
<i>Monday, June 9</i>	
<i>Monday, June 23</i>	
<i>Monday, July 28</i>	
<i>Monday, August 11</i>	
<i>Monday, August 25</i>	
<i>Monday, September 8</i>	
<i>Monday, October 13</i>	
<i>Monday, November 10</i>	
<i>Monday, November 24</i>	

WORKSESSION SCHEDULE

AGENDA CALENDAR 2025

Council Meeting Dates	WORKSESSION/MEETING TOPICS
Monday, January 13	<i>Worksession, HART Fund 3:30 p.m.</i>
Saturday, January 18	<i>Strategic Planning Worksession 9 am – 1pm</i>
Monday, January 20 Off Cycle	<i>Worksession Budget – Department Budget Discussions 4-7pm</i>
Monday, January 27	<i>Special Meeting 3:30 p.m. CM 6 month review</i>
Monday, February 3	<i>Worksession Budget – Department Budget Discussions 4-7pm</i>
Wednesday, February 5 Off Cycle	<i>Joint Worksession with Planning Commission and Comp Plan Steering Committee at 5:00 p.m.-6:30</i>
Monday, February 10	<i>Worksession – Utility Rate Model Discussion COW – Draft Comp Plan</i>
Tuesday, February 11	<i>Draft Comp Plan Open House Event Islands & Ocean Visitor Center 5:30 – 7:30 pm</i>
Monday, February 24	<i>Worksession – Utility Rate Model Discussion (If Needed)</i>
Monday, March 10	<i>4:00 Kachemak City Worksession</i>
Monday, March 24	<i>Worksession Reserved for Budget Discussion</i>
Monday, April 14	<i>City Manager's Proposed Budget and Utility Rate Model to City Council</i>
	<i>Committee of the Whole – Council to Discuss Budget</i>
	<i>Regular Meeting – Public Hearing on Budget</i>
Monday, April 28	<i>Committee of the Whole – Council Discussion on Budget</i>
	<i>Regular Meeting – Introduction of Budget Ordinance, Fee/Tariff Ordinances</i>
Monday, May 12	<i>Committee of the Whole – Council Budget Discussion</i>
Tuesday, May 27	<i>Committee of the Whole – Council Budget Discussion</i>
	<i>Regular Meeting – Public Hearing</i>
Monday, June 9	<i>Regular Meeting Public Hearing & FY26/FY27 Budget Ordinance Adoption</i>
Monday, June 23	

<i>Monday, July 21</i>	
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Council Meeting Dates	WORKSESSION/MEETING TOPICS
<i>Monday, August 11</i>	
<i>Monday, August 25</i>	
<i>Monday, September 8</i>	
<i>Monday, September 22</i>	
<i>Monday, October 13</i>	
<i>Monday, October 27</i>	
<i>Monday, November 10</i>	
<i>Monday, November 24</i>	

City of Homer
Financial Reporting Schedule
for Calendar Year 2025

Dates	Event
1/13/2025	
1/27/2025	Monthly FY25 Year-To-Date (YTD) Report
2/10/2025	FY25 2nd Quarter Report
2/24/2025	Monthly FY25 YTD Report
3/10/2025	
3/24/2025	Monthly FY25 YTD Report
4/14/2025	
4/28/2025	Monthly FY25 YTD Report
5/12/2025	FY25 3rd Quarter Report
5/27/2025	Monthly FY25 YTD Report
6/9/2025	
6/23/2025	Monthly FY25 YTD Report
7/28/2025	Monthly FY25 Year-End Report - Preliminary
8/11/2025	FY25 4th Quarter Report
8/25/2025	Monthly FY25 YTD Report
9/8/2025	
9/22/2025	Monthly FY25 YTD Report
10/13/2025	
10/27/2025	Monthly FY25 YTD Report
11/10/2025	FY25 1st Quarter Report
11/24/2025	Monthly FY25 YTD Report

General Fund
Expenditure Report
Actuals through December 2024
50% Fiscal Year Elapsed

Current Fiscal Analysis

	FY25	FY25 YTD	
	ADOPTED	ACTUAL	
	BUDGET	\$	%
Revenues			
Property Taxes	\$ 4,225,672	\$ 5,180,838	123%
Sales and Use Taxes	9,296,032	5,592,604	60%
Permits and Licenses	41,723	19,232	46%
Fines and Forfeitures	8,381	1,806	22%
Intergovernmental	746,338	405,162	54%
Charges for Services	445,762	325,705	73%
Other Revenues	-	81,281	
Airport	202,406	99,242	49%
Operating Transfers	1,568,082	20,710	1%
Total Revenues	\$ 16,534,397	\$ 11,726,580	71%
Expenditures & Transfers			
Administration	\$ 2,201,751	\$ 997,975	45%
Clerks/Council	942,104	366,284	39%
Planning	446,281	183,868	41%
Library	1,126,251	532,417	47%
Finance	948,850	386,136	41%
Fire	1,973,062	909,690	46%
Police	4,416,940	2,313,869	52%
Public Works	3,663,001	1,565,078	43%
Airport	239,580	85,061	36%
City Hall, HERC	190,449	75,644	40%
Non-Departmental	191,000	166,000	87%
Total Operating Expenditures	\$ 16,339,269	\$ 7,582,022	46%
Transfer to Other Funds			
Leave Cash Out	\$ 178,375	\$ -	0%
Other	6,752	-	0%
Total Transfer to Other Funds	\$ 185,128	\$ -	0%
Transfer to CARMA			
General Fund Fleet CARMA	\$ -	\$ -	0%
General Fund CARMA	-	-	0%
Seawall CARMA	10,000	-	0%
Total Transfer to CARMA Funds	\$ 10,000	\$ -	0%
Total Expenditures & Transfers	\$ 16,534,397	\$ 7,582,022	46%
Net Revenues Over (Under) Expenditures	\$ 0	\$ 4,144,558	

These numbers are preliminary and are subject change

Water and Sewer Fund
Expenditure Report
Actuals through December 2024
50% Fiscal Year Elapsed

Current Fiscal Analysis

	FY25		FY25 YTD	
	ADOPTED		ACTUAL	
	BUDGET		\$	%
<u>Revenues</u>				
Water Fund	\$ 2,494,551		\$ 1,410,036	57%
Sewer Fund	2,213,812		1,121,332	51%
Total Revenues	\$ 4,708,362		\$ 2,531,367	54%
<u>Expenditures & Transfers</u>				
<u>Water</u>				
Administration	\$ 350,977		\$ 191,049	54%
Treatment Plant	726,654		321,550	44%
System Testing	36,000		11,359	32%
Pump Stations	123,793		43,047	35%
Distribution System	393,195		210,438	54%
Reservoir	19,191		6,042	31%
Meters	288,507		28,510	10%
Hydrants	214,868		87,926	41%
<u>Sewer</u>				
Administration	\$ 348,160		\$ 187,290	54%
Plant Operations	938,779		344,503	37%
System Testing	18,000		9,044	50%
Lift Stations	230,206		96,074	42%
Collection System	378,085		176,407	47%
Total Operating Expenditures	\$ 4,066,415		\$ 1,713,240	42%
Transfer to Other Funds				
Leave Cash Out	\$ 12,216		\$ -	0%
GF Admin Fees	-		-	0%
Other	15,597		-	0%
Total Transfer to Other Funds	\$ 27,813		\$ -	0%
Transfers to CARMA				
Water	\$ 325,376		\$ -	0%
Sewer	288,758		-	0%
Total Transfer to CARMA Funds	\$ 614,134		\$ -	0%
Total Expenditures & Transfers	\$ 4,708,362		\$ 1,713,240	36%
Net Revenues Over(Under) Expenditures	\$ 0		\$ 818,127	

Port and Harbor Fund
Expenditure Report
Actuals through December 2024
50% Fiscal Year Elapsed

Current Fiscal Analysis

	FY25	FY25 YTD	
	ADOPTED BUDGET	ACTUAL	
		\$	%
<u>Revenues</u>			
Administration	\$ 640,736	\$ 396,179	62%
Harbor	4,045,337	3,231,565	80%
Pioneer Dock	302,106	173,958	58%
Fish Dock	578,477	430,093	74%
Deep Water Dock	188,651	128,682	68%
Outfall Line	4,800	-	0%
Fish Grinder	7,390	6,460	87%
Load and Launch Ramp	130,000	57,814	44%
Total Revenues	\$ 5,897,497	\$ 4,424,750	75%
<u>Expenditures & Transfers</u>			
Administration	\$ 1,227,954	\$ 677,937	55%
Harbor	1,658,848	709,706	43%
Pioneer Dock	89,120	44,665	50%
Fish Dock	817,052	336,034	41%
Deep Water Dock	107,656	68,960	64%
Outfall Line	13,500	3,140	23%
Fish Grinder	45,150	13,881	31%
Harbor Maintenance	558,501	265,829	48%
Main Dock Maintenance	54,546	22,386	41%
Deep Water Dock Maintenance	65,046	24,930	38%
Load and Launch Ramp	141,549	67,716	48%
Total Operating Expenditures	\$ 4,778,920	\$ 2,235,183	47%
Transfer to Other Funds			
Leave Cash Out	\$ 49,513	\$ -	0%
GF Admin Fees	-	-	0%
Debt Service	0	-	0%
Other	380,573	-	0%
Total Transfer to Other Funds	\$ 430,086	\$ -	0%
Transfers to Reserves			
Harbor	\$ 688,491	\$ -	0%
Load and Launch Ramp	-	-	0%
Total Transfer to Reserves	\$ 688,491	\$ -	0%
Total Expenditures & Transfers	\$ 5,897,496	\$ 2,235,183	38%
Net Revenues Over(Under) Expenditures	\$ 0	\$ 2,189,567	