



## Agenda

### ADA Advisory Board Regular Meeting

Thursday, February 12, 2026 at 4:30 PM

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

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#### Homer City Hall

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

#### Zoom Webinar ID: 998 6324 0301 Password: 404451

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

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#### CALL TO ORDER

#### APPROVAL OF THE AGENDA

**PUBLIC COMMENTS ON MATTERS ALREADY ON THE AGENDA** The Public is invited to comment on items not scheduled for Public Hearing. (3 Minute Time limit)

#### RECONSIDERATION

#### VISITORS/PRESENTATION(S)

#### APPROVAL OF THE MINUTES

A. Unapproved Regular Meeting Minutes October 9, 2025

#### REPORT(S)

A. Staff Report

#### PUBLIC HEARING(S)

#### PENDING BUSINESS

#### NEW BUSINESS

A. Approval of the 2026 Meeting and Work Schedule

B. Approval of ADA Advisory Board Strategic Plan

C. Review of ADA FY27 Mid-Biennium Budget

#### INFORMATIONAL MATERIALS

[A.](#) City Managers Report

**COMMENTS OF THE AUDIENCE** The public is invited to comment on any topic. (3 Minute Time Limit)

**COMMENTS OF THE STAFF**

**COMMENTS OF THE BOARD**

**ADJOURNMENT**

The next Regular Meeting is Day, Month March 12, 2026, at 4:30 p.m. All meetings are 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 25-08 a Regular Meeting of the ADA Advisory Board was called to order by Chair Christine Thorsrud at 4:30 p.m. on October 9, 2025, from the Cowles Council Chambers, City Hall, located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom webinar.

**PRESENT:** BOARD MEMBERS CASE, DARBONNE, LEPLEY, O'BRIEN, SAFRA, THORSRUD & STUDENT REPRESENTATIVE ENGBRETSSEN

**ABSENT:** BOARD MEMBER PARSONS (EXCUSED)

**STAFF:** ADA COORDINATOR KRAUSE & DEPUTY CITY CLERK PETTIT

## **AGENDA APPROVAL**

Chair Thorsrud requested a motion and second to approve the agenda as presented.

LEPLEY/CASE MOVED TO APPROVE THE AGENDA AS PRESENTED.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT

Motion carried.

**PUBLIC COMMENTS ON ITEMS ALREADY ON THE AGENDA** (3 Minute Time limit)

## **RECONSIDERATION**

## **VISITORS/PRESENTATIONS**

## **APPROVAL OF THE MINUTES**

- A. Unapproved Regular Meeting Minutes for September 11, 2025

ADA Coordinator Krause noted that the Unapproved Regular Meeting Minutes for the September 11, 2025 meeting are incomplete, but that they will be ready for approval at the November Regular Meeting.

## **STAFF & COUNCIL REPORT(S)/COMMITTEE REPORT(S)**

- A. Staff Report

ADA Coordinator Krause provided a verbal report to the Board, covering the following items:

- Elections went well – roughly 22% voter turnout.
- The ADA's Capital Improvement Plan (CIP) project nomination was adopted and has been included in the CIP until further notice.
- Staffing transition in the Clerk's Office with Deputy City Clerk Pettit moving out of state at the end of the month – potential cancellation of the November meeting for the ADA Advisory Board.

B. Chair or Boardmember Monthly Report

Chair Thorsrud noted that she met Mayor Lord last Friday for an informal chat. She informed the Board of the upcoming All-Hands Worksession taking place on November 3<sup>rd</sup>. Other discussion topics during her meeting with the Mayor included town center progress, how projects move through the government, and how the city will address assigning ADA requirements within city departments for new projects when they arise.

There was brief discussion about federal, state, and local ADA requirements.

**PUBLIC HEARING(S)**

**PENDING BUSINESS**

**NEW BUSINESS**

A. Annual Review of City of Homer Transition Plans – City Facilities and Parks, Playgrounds and Campgrounds

Chair Thorsrud introduced the item by reading of the title and deferred to ADA Coordinator Krause, who provided a summary explanation of her memorandum included in the packet. Discussion topics included:

- Which projects affect federal and state funding
  - In-depth discussion regarding City Hall accessibility
- Accessibility during elections for disabled individuals
- Parks & Playgrounds equipment accessibility
- ADA-related training materials
- Procedure for tracking and managing projects in the Transition Plans

Without any further discussion, the Board came to a consensus to revisit this business item in the future.

B. Approving the 2026 Regular Meeting Schedule

Chair Thorsrud introduced the item by reading of the title and opened the floor for discussion.

The Board decided unanimously against holding a meeting in the month of January, in addition to cancelling the July meeting. Further, the Board agreed to schedule all meetings for a 4:30 p.m. start time on the second Thursday of each month.

CASE/SAFRA MOVED TO ADOPT THE SCHEDULE FOR 2026 AS DISCUSSED.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

### **INFORMATIONAL MATERIALS**

#### **A. 2025 Annual Calendar**

Chair Thorsrud noted the informational materials.

### **COMMENTS OF THE AUDIENCE**

### **COMMENTS OF COUNCIL**

### **COMMENTS OF THE STAFF**

Deputy City Clerk noted that it was a good meeting and that he will miss everyone he's met during his time with the city.

ADA Coordinator Krause noted that it was a good meeting and thanked the Board for its patience.

### **COMMENTS OF THE BOARD**

Board Member Darbonne thanked the Board for allowing her to participate via Zoom.

Board Member Lepley shared his appreciation for the fact that the Board got its project on the CIP and wished Deputy City Clerk Pettit good luck in his future endeavors.

Board Member Case provided a synopsis for a plan that he's devised for the Poopdeck trail that would include Kasilof Wood & Metal, adding that he's sure the project would come in at well under \$50,000. He added that there would need to be some tree pruning done, reasoning that the trees are impeding the trail.

Board Member O'Brien noted that it was a good meeting. He added that he liked the idea of visiting with some of the people involved in setting the status of the projects in the Transition Plans.

Board Member Safra wished Deputy City Clerk Pettit well. She alluded to some training available through the Independent Living Center locally in Homer. She shared her appreciation for everyone that she serves with.

Board Member Thorsrud thanked everyone for showing up and wished Board Member Lepley a safe trip out of state. She thanked everyone for their input and ideas.

## **ADJOURNMENT**

There being no further business to come before the Board, Chair Thorsrud adjourned the meeting at 5:38 p.m. The next Regular Meeting is **Thursday, November 13, 2025 at 4:30 p.m.** All meetings are scheduled to be held in City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom webinar.

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ZACH PETTIT, DEPUTY CITY CLERK II

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



## MEMORANDUM

ADA 26-00x

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### Staff Report

**Item Type:** Informational Memorandum  
**Prepared For:** Chair Thorsrud and the ADA Advisory Board  
**Meeting Date:** February 12, 2026  
**From:** Melissa Jacobsen, City Manager

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Happy 2026 to you all! The Board hasn't met since October 2025 and I hope you all have had a warm and enjoyable holiday and winter season. Visitors to the City offices typically slow down over the holiday season, but City business doesn't!

City Council had their regular meetings in November and did not meet in December. That is a change that was made a few years ago after the City moved from a calendar year budget to a July 1 to June 30 budget schedule, and the Alaska Municipal League changed their Annual Conference from early November to the second week in December. Council, Commissions, and Boards are back in action with the start of 2026.

City Council introduced Ordinance 25-71(S)(A) in November with the goal of amending road widths and traveled lane sizes that are prescribed in City Code. This ordinance was voted down because during the consideration process, we discovered discrepancies between code and other policy documents related to road development. The ordinance was voted down at the last meeting in January with directions to staff to work on updating policy documents and a few other clean-up tasks before a new ordinance comes to Council.

A couple other recent Council highlights include the adoption of Ordinance 26-01 appropriating funding to purchase and install a push button door opener on the downstairs entrance to City Hall, and Resolution 26-010 authorizing the City to put out a Request for Proposals (RFP) for development of a looped trail in the area of Karen Hornaday Park. More information on Council action can be found on the City Clerk's webpage <https://www.cityofhomer-ak.gov/cityclerk/city-legislation>

I am still working on selection of a staff member to serve as ADA Coordinator and Staff Liaison to the ADA Advisory Board. In the meantime, I'll be providing support to the Board. I served in the ADA Coordinator and Staff Liaison role from 2016 when it was first established until 2020, so I understand the importance of the work the Board does and the need to have the right person fill the role.

## ADA ADVISORY BOARD

### 2026 Meeting and Work Schedule

	AGENDA DEADLINE	MEETING	CITY COUNCIL MEETING FOR REPORT*	ANNUAL TOPICS/EVENTS
<b>JANUARY</b>	No Meeting Scheduled			
<b>FEBRUARY</b>	Wednesday 2/4 5:00 p.m.	Thursday 2/12 4:00 p.m.	Monday 2/23 6:00 p.m.	<ul style="list-style-type: none"> <li>• Set 2026 Meeting Calendar</li> <li>• Strategic Plan and Goals</li> <li>• ADA FY27 Mid-Biennium Budget</li> </ul>
<b>MARCH</b>	No meeting scheduled			
<b>APRIL</b>	Wednesday 4/1 5:00 p.m.	Thursday 4/9 4:00 p.m.	Monday 4/13 6:00 p.m.	<ul style="list-style-type: none"> <li>• Review of Facilities Transition Plan (carried over from 11/25)</li> </ul>
<b>MAY</b>	Wednesday 5/6 5:00 p.m.	Thursday 5/14 4:00 p.m.	Monday 5/25 6:00 p.m.	<ul style="list-style-type: none"> <li>• Review Trails Transition Plan</li> <li>• Community Rec Transition Plan Discussion (??)</li> </ul>
<b>JUNE</b>	Wednesday 6/3 5:00 p.m.	Thursday 6/11 4:00 p.m.	Monday 6/22 6:00 p.m.	<ul style="list-style-type: none"> <li>• Status Update of Adopted Transition Plans (??)</li> <li>• CIP Project Final Draft</li> </ul>
<b>JULY</b>	Wednesday 7/1 5:00 p.m.	Thursday 7/9 4:00 p.m.	Monday 7/27 6:00 p.m.	
<b>AUGUST</b>	Wednesday 8/5 5:00 p.m.	Thursday 8/13 4:00 p.m.	Monday 8/24 6:00 p.m.	<ul style="list-style-type: none"> <li>• Reapplications Due to Clerks Office</li> <li>• CIP Project Recommendations</li> <li>• Term Expiration</li> <li>• Notices/Reapplications Distributed</li> <li>• Capital Improvement Plan (tentative)</li> </ul>
<b>SEPTEMBER</b>	No Meeting Scheduled			Board Training by the City Clerk
				Review Strategic Plan & Goals
<b>OCTOBER</b>	Wednesday 9/30 5:00 p.m.	Thursday 10/08 4:00 p.m.	Monday 10/12 6:00 p.m.	<ul style="list-style-type: none"> <li>• Approve Meeting Schedule for Upcoming Year</li> <li>• Review Transition Plan - Facilities</li> </ul>
<b>NOVEMBER</b>	Wednesday 11/04 5:00 p.m.	Thursday 11/12 4:00 p.m.	Monday 11/23 6:00 p.m.	Review Transition Plan – Facilities & Updates
<b>DECEMBER</b>	No Meeting Scheduled			

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





# MEMORANDUM

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## ADA Advisory Board 2026 Annual Calendar of Meetings and Topics

**Item Type:** Backup Memorandum  
**Prepared For:** Chair Thorsrud and the ADA Advisory Board  
**Meeting Date:** February 12, 2026  
**From:** Melissa Jacobsen, City Manager

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**Background:** The ADA Advisory Board has established an annual calendar of schedule meeting dates and topics. A draft version is provided for 2026.

**Discussion:** The Board adjusted their meeting dates for 2026 by adding a July meeting and eliminating meetings in March and September, so that will create a shift in the Boards work schedule. The Board also did not have a meeting in November 2025 when they were scheduled to review the Transition Plan for City Facilities.

I've proposed some schedule adjustments in the 2026 scheduled topics and have a few questions on other to get up to speed. A copy of the 2025 schedule is included for reference.

**Recommendation:** Review the 2026 Annual Calendar of Meetings and Topic, discuss and propose amendments as desired, and approve the 2026 Annual Calendar.

## ADA ADVISORY BOARD

### 2025 Annual Calendar of Meetings and Topics

	AGENDA DEADLINE	MEETING	CITY COUNCIL MEETING FOR REPORT*	ANNUAL TOPICS/EVENTS
<b>JANUARY</b>		No Meeting Scheduled		
<b>FEBRUARY</b>	Wednesday 2/5 5:00 p.m.	Thursday 2/13 4:00 p.m.	Monday 2/24 6:00 p.m.	ADA Budget Review *may not be applicable during non-budget years Review Annual Strategic Plans & Goals Draft Review of Trails Transition Plan Discussion of Community Recreation Transition Plan CIP Project Development
<b>MARCH</b>	Wednesday 3/5 5:00 p.m.	Thursday 3/13 4:00 p.m.	Monday 3/24 6:00 p.m.	Meeting canceled
<b>APRIL</b>	Wednesday 4/2 5:00 p.m.	Thursday 4/10 4:00 p.m.	Monday 4/13 6:00 p.m.	<ul style="list-style-type: none"> <li>• ADA Budget Review FY26/FY27</li> <li>• CIP Project Draft RFI Memo</li> </ul>
<b>MAY</b>	Wednesday 4/30 5:00 p.m.	Thursday 5/8 4:00 p.m.	Monday 5/22 6:00 p.m.	<ul style="list-style-type: none"> <li>• Community Rec Transition Plan Discussion</li> </ul>
<b>JUNE</b>	Wednesday 6/4 5:00 p.m.	Thursday 6/12 4:00 p.m.	Monday 6/22 6:00 p.m.	<ul style="list-style-type: none"> <li>• Status Update of Adopted Transition Plans</li> <li>• CIP Project Final Draft</li> </ul>
<b>JULY</b>	No Meeting Scheduled			
<b>AUGUST</b>	Wednesday 8/6 5:00 p.m.	Thursday 8/14 4:00 p.m.	Monday 8/24 6:00 p.m.	<ul style="list-style-type: none"> <li>• Reapplications Due to Clerks Office</li> <li>• CIP Project Recommendations</li> <li>• Term Expiration Notices/Reapplications Distributed</li> <li>• CIP Review and Recommendations</li> </ul>
<b>SEPTEMBER</b>	Wednesday 9/3 5:00 p.m.	Thursday 9/11 4:00 p.m.	Monday 9/22 6:00 p.m.	Board Training by the City Clerk Review Strategic Plan & Goals
<b>OCTOBER</b>	Wednesday 10/01 5:00 p.m.	Thursday 10/09 4:00 p.m.	Monday 10/12 6:00 p.m.	<ul style="list-style-type: none"> <li>• Approve Meeting Schedule for Upcoming Year</li> <li>• Review Transition Plan - Facilities</li> </ul>
<b>NOVEMBER</b>	Wednesday 11/05 5:00 p.m.	Thursday 11/13 4:00 p.m.	Monday 11/23 6:00 p.m.	Review Transition Plan – Facilities & Updates
<b>DECEMBER</b>	No Meeting Scheduled			

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



# MEMORANDUM

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## ADA 2025/2026 Strategic Plan

**Item Type:** Backup Memorandum  
**Prepared For:** Chair Thorsrud and the ADA Advisory Board  
**Meeting Date:** February 12, 2026  
**From:** Melissa Jacobsen, City Manager

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The 2025/2026 Strategic Plan is included for Board review. At the meeting we can discuss and vote on any changes Board Members may have.

**ADA ADVISORY BOARD (ADAAB)**  
**~~2023-2024~~ 2025/2026 STRATEGIC PLAN & GOALS**  
~~08/10/23 Approved by ADAAB~~ **02/13/25 Approved by ADAAB**

**MISSION STATEMENT**

The ADA Advisory Board shall act in an advisory capacity to the City Manager and City Council concerning Title II Regulations of the Americans with Disabilities Act within the borders of the City of Homer which covers programs, activities, and services of public entities and its facilities pursuant to the powers and duties in Homer City Code 2.70.040.

**VALUES, ROLES & RESPONSIBILITIES**

<b>General Administrative</b>	Advise the City Manager and the City Council on necessary steps to ensure city facilities, programs and services are compliant with Title II of the ADA.
<b>Policy</b>	Work with the ADA Coordinator to establish written policies to effect and maintain accessibility for and in City facilities, programs, and services to include but not limited to parks, play areas, recreational programs, trails and campgrounds for approval by the City Council.
<b>Planning</b>	Ensure that the ADA Transition Plan(s) have implementation and evaluation components.
<b>Fiscal</b>	Advocate for an annual budget line item for ADA Compliance in the City Budget and assist in the preparation and presentation of budget requests in accordance with city code.
<b>Advocacy</b>	Promote the mission of the Board within the community. Advocate for ADA Compliance with legislators and local businesses.
<b>Meetings</b>	Participate in all advisory board meetings. Report on ADAAB and ADAAB activities to City Council once each month at their meetings.

**GOALS**

1. Prepare and Review ADA Transition Plans for adoption by City Council.
  - a. Includes annual review **during the first quarter** and updates to previously adopted Transition Plans.
2. Advocate for ADA Compliance within City Projects
  - a. ~~Ensure~~ **Advocate for a** the budget **that** is sufficient to address compliance issues outlined in the adopted transition plan(s) on an acceptable progress level that expresses the commitment Council made by adoption of Resolution 17-075(A) to become a universally accessible city to all and to maintain compliance.
  - b. Review needs for physical upkeep and efficiencies.
  - c. Promote future funding of ADA needs.
    - i. Capital Improvement Plan Projects Selected
      1. City Hall Access Barrier Removal Project
      2. Nick Dudiak Fishing Lagoon Accessible Ramp and Fishing Platform Project
      3. Homer Public Library Parking Lot Improvement Project (title subject to change)
      4. Parking and Pavement Accessibility Barriers at City Facilities Project
      5. Homer Harbor Ramp Accessibility Platform Lift

- ii. Communicate accessibility concerns on proposed city projects when presented to the Board
3. Actively Advocate for ADA compliance of City facilities, programs, policies and services in accordance with Title I and Title II of the ADA.
  - a. Advocate updating Homer City Code to include a Section for Building Code
  - b. Advocate for the Development, Creation and Funding of a Building Inspector position that would require knowledge of ADA and ABA requirements.
4. Explore opportunities to increase and improve service to all community members, especially students and underrepresented user-groups.

## **DUTIES OF THE BOARD & STAFF**

### Boardmembers

- Attend City Council meetings as assigned.
- Attend worksessions and training opportunities.
- Come to meetings prepared to take action through motions, or ask staff before the meeting for more information.
- Communicate with City Council members to gain support on ADA-related projects that need sponsorship at the Council level.

### Staff Liaison

- Aid the Chair in setting the agenda.
- Compile packet material from boardmembers, write backup memos, and submit to City Manager.
- Provide information on items the board needs to review annually.
- Inform the board of City Council actions and discussion of ADA-related issues.

### Clerk's Office

- Track yearly items such as reappointments and election of officers.
- Advertise any seat vacancies and process new appointment applications.
- Help the board learn to be more efficient and effective in their meetings.
- Support the board's ability to communicate with the Mayor and City Council (through Memorandums, Resolutions, and Ordinances).

## Fund Balance Report

General Fund CARMA		Prelim	Actuals 7/1/25 through 9/30/25			Prelim	Encumbered	Available
Fund # - Account #	Account Name	Ending Balance FY 2025	Transferred In/(out)	Other Income	Expenditures	YTD Balance FY 2026		
156-0369	Seawall	70,383	-	-	-	70,383	900	69,483
156-0372	ADA	60,000	-	-	-	60,000	-	60,000
156-0375	General	406,273	(117,672)	66,343	-	354,943	-	354,943
156-0384	City Hall	56,122	-	-	-	56,122	55,302	820
156-0385	Recreation	21,436	-	-	199	21,237	653	20,584
156-0387	Community Development	265,859	-	-	40,851	225,008	168,202	56,806
156-0388	Airport	31,000	-	-	-	31,000	-	31,000
156-0390	Library	43,119	-	-	-	43,119	26,561	16,558
156-0393	Fire	51,017	-	-	599	50,419	38,413	12,005
156-0394	Police	77,135	-	-	50,962	26,172	18,558	7,615
156-0395	Public Works	598,890	65,000	-	389,120	274,769	221,308	53,461
156-0396	HERC	266,000	-	-	1,543	264,457	13,637	250,820
156-0397	Fishing Hole	91,351	-	-	-	91,351	-	91,351
156-0398	IT	104,537	44,000	-	23,924	124,613	104,076	20,537
156-0399	Sister City	4,757	-	-	-	4,757	4,757	0
<b>Total</b>		<b>2,147,879</b>	<b>(8,672)</b>	<b>66,343</b>	<b>507,198</b>	<b>1,698,352</b>	<b>652,368</b>	<b>1,045,984</b>

General Fund Fleet CARMA		Prelim	Actuals 7/1/25 through 9/30/25			Prelim	Encumbered	Available
Fund # - Account #	Account Name	Ending Balance FY 2025	Transferred In/(out)	Other Income	Expenditures	YTD Balance FY 2026		
152-0375	General	15,392	-	-	-	15,392	-	15,392
152-0380	Administrative	20,000	-	-	-	20,000	-	20,000
152-0381	Fire	161,461	-	-	12,134	149,327	59,772	89,556
152-0382	Police	150,120	-	-	-	150,120	150,000	120
152-0383	Public Works	174,472	-	-	-	174,472	140,958	33,514
<b>Total</b>		<b>521,445</b>	<b>0</b>	<b>0</b>	<b>12,134</b>	<b>509,311</b>	<b>350,729</b>	<b>158,582</b>

Water & Sewer CARMA		Prelim	Actuals 7/1/25 through 9/30/25			Prelim	Encumbered	Available
Fund # - Account #	Account Name	Ending Balance FY 2025	Transferred In/(out)	Other Income	Expenditures	YTD Balance FY 2026		
256-0378	Water	2,590,264	-	6,322	95,325	2,501,261	1,202,957	1,298,305
256-0379	Sewer	1,126,691	-	6,322	-	1,133,013	236,262	896,751
<b>Total</b>		<b>3,716,956</b>	<b>0</b>	<b>12,644</b>	<b>95,325</b>	<b>3,634,275</b>	<b>1,439,219</b>	<b>2,195,056</b>

Port & Harbor Depreciation Reserve		Prelim	Actuals 7/1/25 through 9/30/25			Prelim	Encumbered	Available
Fund # - Account #	Account Name	Ending Balance FY 2025	Transferred In/(out)	Other Income	Expenditures	YTD Balance FY 2026		
456-0380	P & H Reserve	1,493,896	-	70,289	68,229	1,495,955	790,838	705,117
456-0386	Load and Launch Reserve	343,567	-	-	-	343,567	-	343,567
456-0389	Match Reserve	2,493,675	-	-	-	2,493,675	1,366,701	1,126,974
456-0373	USCGC Berth Space	168,795	-	950	-	169,745	0	169,745
<b>Total</b>		<b>4,499,934</b>	<b>0</b>	<b>71,239</b>	<b>68,229</b>	<b>4,502,943</b>	<b>2,157,539</b>	<b>2,345,404</b>

Port & Harbor Fleet Reserve		Prelim	Actuals 7/1/25 through 9/30/25			Prelim	Encumbered	Available
Fund # - Account #	Account Name	Ending Balance FY 2025	Transferred In/(out)	Other Income	Expenditures	YTD Balance FY 2026		
452-0374	P & H Fleet	117,158	-	-	-	117,158	8,305	108,853
<b>Total</b>		<b>117,158</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>117,158</b>	<b>8,305</b>	<b>108,853</b>

HART Roads		Prelim	Actuals 7/1/25 through 9/30/25			Prelim	Encumbered	Available
Fund #	Fund Name	Ending Balance FY 2025	Transferred In/(out)	Other Income	Expenditures	YTD Balance FY 2026		
160	HART Roads	4,752,830	-	624,062	923,430	4,453,462	4,538,377	(84,915)
160	HART Roads Match	500,000	-	-	-	500,000	0	500,000
<b>Total</b>		<b>5,252,830</b>	<b>0</b>	<b>624,062</b>	<b>923,430</b>	<b>4,953,462</b>	<b>4,538,377</b>	<b>415,085</b>

HART Trails		Prelim	Actuals 7/1/25 through 9/30/25			Prelim	Encumbered	Available
Fund #	Fund Name	Ending Balance FY 2025	Transferred In/(out)	Other Income	Expenditures	YTD Balance FY 2026		
165	HART Trails	1,248,285	-	73,916	2,544	1,319,657	610,135	709,521
<b>Total</b>		<b>1,248,285</b>	<b>0</b>	<b>73,916</b>	<b>2,544</b>	<b>1,319,657</b>	<b>610,135</b>	<b>709,521</b>

General Fund Unassigned Fund Balance		Prelim	Actuals 7/1/25 through 9/30/25			Prelim	Encumbered	Available
Fund #	Fund Name	Ending Balance FY 2025	Transferred In/(out)	Other Income	Expenditures	YTD Balance FY 2026		
100	GF Unassigned FB	2,629,289	-	-	-	3,724,844	324,759	3,400,085
<b>Total</b>		<b>2,629,289</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,724,844</b>	<b>324,759</b>	<b>3,400,085</b>

HART Roads - Available balance is negative at the end of this quarter due to the timing of cash flows and appropriating all FY26 capital projects and beginning of fiscal year. The available balance becomes positive in October 2025 and continues to remain positive.



# MEMORANDUM

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## ADA Capital Asset Repair and Maintenance Allowance (CARMA) Fund Balance Report

**Item Type:** Informational Memorandum  
**Prepared For:** Chair Thorsrud and the ADA Advisory Board  
**Meeting Date:** February 12, 2026  
**From:** Melissa Jacobsen, City Manager

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The City currently has established a sub-account for ADA projects under the City's General Fund CARMA Fund. An copy of the General Fund CARMA Fund Report is attached along with an excerpt of the General Fund section for easier viewing. This report is from the last quarter ending September 2026 and it shows the balance of \$60,000 available in the ADA sub-account.

Councilmembers Venuti and Parsons introduced Ordinance 26-01 appropriating \$10,000 from the ADA CARMA sub-account for the purchase and installation of an accessible push button door opener at City Hall. The ordinance was adopted on January 26<sup>th</sup> and the intent is to install the push button door opener on the downstairs door that accesses the Clerk's office lobby and the Cowles Council Chambers. This encumbrance will bring the sub-account balance to \$50,000.

The FY26/27 Biennial Budget went into effect on June 1, 2025 and the FY26 budget closes on June 30, 2026. Council will be taking up mid-biennium budget adjustments for the FY27 budget in April with final adoption no later that June 2026. The FY27 budget will be in effect on July 1, 2026.

## Fund Balance Report

General Fund CARMA		Prelim	Actuals 7/1/25 through 9/30/25			Prelim		Encumbered		Available
Fund # - Account #	Account Name	Ending Balance FY 2025	Transferred In/(out)	Other Income	Expenditures	YTD Balance FY 2026				
156-0369	Seawall	70,383	-	-	-	70,383		900		69,483
156-0372	ADA	60,000	-	-	-	60,000		-		60,000
156-0375	General	406,273	(117,672)	66,343	-	354,943		-		354,943
156-0384	City Hall	56,122	-	-	-	56,122		55,302		820
156-0385	Recreation	21,436	-	-	199	21,237		653		20,584
156-0387	Community Development	265,859	-	-	40,851	225,008		168,202		56,806
156-0388	Airport	31,000	-	-	-	31,000		-		31,000
156-0390	Library	43,119	-	-	-	43,119		26,561		16,558
156-0393	Fire	51,017	-	-	599	50,419		38,413		12,005
156-0394	Police	77,135	-	-	50,962	26,172		18,558		7,615
156-0395	Public Works	598,890	65,000	-	389,120	274,769		221,308		53,461
156-0396	HERC	266,000	-	-	1,543	264,457		13,637		250,820
156-0397	Fishing Hole	91,351	-	-	-	91,351		-		91,351
156-0398	IT	104,537	44,000	-	23,924	124,613		104,076		20,537
156-0399	Sister City	4,757	-	-	-	4,757		4,757		0
<b>Total</b>		<b>2,147,879</b>	<b>(8,672)</b>	<b>66,343</b>	<b>507,198</b>	<b>1,698,352</b>		<b>652,368</b>		<b>1,045,984</b>





# City of Homer

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

## Office of the City Manager

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### Memorandum

TO: Mayor Lord and Homer City Council  
FROM: Melissa Jacobsen, City Manager  
DATE: February 4, 2026  
SUBJECT: City Manager's Report for February 9, 2026 Council Meeting

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#### **Homer Education and Recreation Campus (HERC) Cleanup Community Meeting**

The City of Homer is hosting an informational meeting about HERC cleanup options. Please join us at the Kachemak Bay Campus on Thursday, February 12, 2026 at 6:00 p.m. for a presentation, followed by Q&A. The presentation will feature Flannery Ballard, Brownfields Lead for the Alaska Department of Environmental Conservation, and will cover these topics:

- Brief background overview of the HERC regarding hazardous materials
- Results and implications of the recent soils tests and Analysis of Brownfields Cleanup Alternatives (ABCA)
- Next steps based on the ABCA alternatives

The City will also provide an update on recent/ongoing work on the HERC activity room and gymnasium.

We hope to see you there! But for those who can't make it in person, we are arranging to offer an online viewing opportunity via Zoom. Check back here closer to the date of the event for the Zoom link.

Also, if you'd like to familiarize yourself with where we are now before the meeting, check out the webstory detailing the HERC hazardous material cleanup and revitalization plan linked here. [HERC Hazardous Material Cleanup and Revitalization Plan](#) For additional information, please contact us by email [planning@ci.homer.ak.us](mailto:planning@ci.homer.ak.us) or by phone (907) 435-3119.

#### **Federal Funding Secured for the A-Frame Water Transmission Main Project**

I am pleased to announce that the City has been awarded \$937,868 in federal funding through the Community Project Funding/Congressionally Directed Spending process. This federal investment, along with state and local funding will be used for the A-Frame Water Transmission Main project. This project, a high priority in the City's Capital Improvement Plan, corrects a vulnerability in the City's drinking water supply system. It replaces over 1,200 feet of cast iron water line that has served our community since the 1960s. Over time, the cast iron pipe has become brittle and corroded with age and is located on a steep slope, making it extremely vulnerable to damage from ground movement, slope instability, or seismic activity.

This funding was included in the FY 2026 Interior, Environment, and Related Agencies Appropriations bill, which passed the Senate on January 15, 2026, and was sent to the President's desk for final approval. The City extends sincere appreciation to Representative Begich and Senator Murkowski for their steadfast advocacy and leadership in securing this vital investment in the development and improvement of the city's drinking water infrastructure, and to Senator Sullivan for his ongoing support of investments like this in Homer and across the state. Their collective dedication delivers tangible benefits—stronger essential services

and enhanced community resilience for all who live and work in Homer. This project, combined with the Raw Water Transmission Main replacement funded by a Hazard Mitigation grant represents major progress in safeguarding the City's water supply system. Replacement of the raw water transmission main is expected to begin in late winter/early spring—stay tuned for more details.

### **Federal Appropriation Approved for Homer Harbor Float Replacement Project**

On Tuesday, February 3, the House of Representatives passed the Senate-passed Consolidated Appropriations Act, 2026, which includes approved FY26 Community Project Funding (CPF)/Congressionally Directed Spending (CDS) requests submitted by Representatives and Senators in Spring 2025 under the Transportation-Housing & Urban Development (T-HUD), Labor-Health & Human Services, and Financial Services-General Government accounts.

I am pleased to announce the award of \$250,000 from the T-HUD account in support of the Homer Harbor Critical Float Replacement project. We are deeply grateful to Senator Murkowski and Congressman Begich for their advocacy in securing this appropriation, which recognizes both the harbor's vital role in supporting transportation and freight connections across vast expanses of Alaska and the critical condition of our aging float infrastructure—a project we have advanced to construction-ready status in recognition of the pressing need to maintain safe and reliable harbor operations.

Presently, the float replacement project is moving toward 100% design completion and awaiting news of FY2025 Port Infrastructure Development Program grant award decisions to help fund construction. This federal appropriation will complement Denali Commission support, and local funding to help replace the aging float infrastructure, addressing essential harbor needs and ensuring reliable, efficient operations for residents and maritime commerce well into the future. You can read [Senator Murkowski's February 3, 2026 Press Release](#) highlighting wide-ranging appropriation awards throughout Alaska.

### **Local Business Change**

Residents may have noticed some transition on Pioneer Avenue. The long-standing Fireweed Gallery has closed and the building was purchased by Capital 1. Fireweed Gallery served the community and our visitors for many years and they will be missed. Attached to this report is an article about Capital 1's motivation to come to Homer based on our new Comprehensive Plan!

### **Kenai Peninsula Borough Tax Foreclosure Property**

The Kenai Peninsula Borough regularly offers tax-foreclosed properties to cities and service areas before selling them at public auction. The Borough has notified the City about a tax-foreclosed lot at the bottom of Mattox, west of the Airport Critical Habitat Area and north of Beluga Lake. The property may have up to \$2,000 in fees and back taxes. The City has a major drainage ditch along the west side of Mattox, and this parcel is very low, wet, and without utility access. Administration will bring forward an ordinance to fund the purchase of this property for conservation purposes and to support potential future green infrastructure and stormwater needs.



**City Hall Elevator**

Last year the City Council appropriated funding for elevator repairs that are necessary for the elevator to be recertified for use. The contractors will be on site Monday, February 9<sup>th</sup> and begin work on the elevator on the 10<sup>th</sup>. The elevator will be out of order for approximately one month while the work is being done. City staff will accommodate citizens who access either level of the building if they are unable to move between floors until the elevator is back in operation, and we thank everyone in advance for their patience.

**City Manager Meetings and Events:**

January 29<sup>th</sup> – KPB Mayors and Managers meeting hosted by Mayor Micciche

And, ongoing weekly meetings with Departments, Mayor and Councilmembers, and City Attorney

**Attachments:**

HERC Community Meeting Flyer

Homer Harbor Expansion Report

Credit Union 1 Article

*Join us!*

# HERC Cleanup Community Meeting

**We'll cover:**

- » Recent hazmat test results
- » Recent remediation
- » Cleanup Options
- » Next steps

**Thursday, Feb 12**

**6 pm Presentation  
followed by Q&A**

**Kachemak Bay Campus  
533 E Pioneer Ave  
with Zoom option**



**More info at  
[cityofhomer-ak.gov/](http://cityofhomer-ak.gov/)**





## Homer Harbor Expansion General Investigation Update

**Item Type:** Informational Memorandum

**Prepared For:** Homer City Council, Port & Harbor Advisory Commission

**Date:** February 4, 2026

**From:** Jenny Carroll, Special Projects & Communications Coordinator

**Through:** Melissa Jacobsen, City Manager

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

**Update:** The United States Corps of Engineers (USACE) Project Development Team (PDT) is following guidance from headquarters to meet the new 35% design requirement on schedule and within the existing General Investigation budget.

### Project Management Plan:

Accordingly, the USACE team is making minor updates to the Project Management Plan (PMP), the most significant being that they moved the Ship Simulation exercise into the Preconstruction Engineering and Design phase, freeing up funding to accomplish 35% design. City staff support this move. The entrance channel is expected to change very little, given the relatively straight forward entrance channel design and the ability to model conditions. City staff have offered to host a tabletop exercise with local, highly experienced large vessel captains and USACE's Hydrology and Hydraulics technician to gain initial local feedback on sufficiency of design.

Another cost-saving measure is reducing the all-inclusive PDT meetings from twice a month to once a month. When issues arise, smaller focus teams and sponsors can still meet as needed.

An addition to the PMP is a Command Validation Milestone visit (which replaces the Agency Decision Milestone). This study milestone ensures senior leader endorsement of the Recommended Plan. It involves a visit from USACE Headquarters and occurs within two months after three key reviews are complete: the Agency Technical Review, public/agency review, and Legal Compliance Review of the draft report, with all comments documented. The visit focuses on verifying the engineering strategy for sufficiency and ensuring vertical team alignment.

The new Project Management Plan is still being completed, but to stay on schedule, the Draft Feasibility Report would likely be released for public comment around the end of 1st Quarter or beginning of 2nd Quarter 2026, with the Chiefs Report tentatively due in March 2027. However, these dates are subject to change as the team and agency navigate new policy requirements and recent staff turnover.

**Geotechnical Report:**

The PDT received the geotechnical boring test report and is now working on stability calculations to inform breakwater cross section design and rock quantities. While we don't yet know the settlement and seismic consequences, the settlement results align with expectations from previous drilling work. Once the breakwater design is finalized, the team will input the data into the economics model and revisit their Tentatively Selected Plan analysis.

Initial chemical analysis of sediment grabs taken during the borings is showing no chemicals of concern.

The next PDT meeting is scheduled for February 11, after which we hope to have a better understanding of the geotechnical requirements and implications on the Tentatively Selected Plan recommendation.

## Continued Expansion as Credit Union 1 Plans Homer Branch

Jan 27, 2026 | [Finance](#), [News](#)



Photo Credit: Credit Union 1

### **Coming soon to Pioneer Avenue in Homer: a new credit union branch.**

After a year that saw Credit Union 1 (CU1) open three new branches around Alaska, 2026 begins with plans for the next full-service branch opening in Homer.

Located at 475 East Pioneer Avenue, the branch is scheduled to open in mid-summer.

### **Sweet Sixteenth**

“CU1’s decision to open a branch in Homer was inspired by the city council’s 2045 Homer Comprehensive Plan and the community’s clear commitment to thoughtful growth, strong neighborhoods, and a thriving local economy,” says CU1 President and CEO Mark Burgess. “We’re opening a branch in Homer so we can be right here with you, providing local service, trusted guidance, and the financial tools that help families and businesses build what’s next.”

The new CU1 branch is intended to help close a gap in Alaska-focused financial services on the Lower Kenai Peninsula for small businesses, fishing families, seasonal workers, and year-round residents. Staff at the new branch will offer consumer banking, mortgage lending, and business solutions.

“Our goal is to show up in a way that reflects Homer’s values and spirit,” says CU1 COO Erika Smith, a long-time Kenai Peninsula resident. “Because we serve only Alaska, our decisions are made locally, and our resources are reinvested directly back to the communities we serve.”

CU1 has served Kenai Peninsula members since 1972. The only state-chartered credit union in Alaska formed in 1952 as Anchorage Teachers Federal Credit Union and enlarged through a series of mergers. Another merger was announced last year, with MAC Federal Credit Union in Fairbanks. CU1 also expanded its business lending program and opened three branches: in Kotzebue, Skagway, and Wasilla.

The branch in Homer would be its sixteenth.