



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

## City of Homer Agenda

**Economic Development Advisory Commission**

**Tuesday, September 08, 2020 at 6:00 PM**

**Cowles Council Chambers via Zoom Webinar**

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

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

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

**AGENDA APPROVAL**

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

**RECONSIDERATION**

**APPROVAL OF MINUTES**

A. EDC August 11, 2020 Regular Meeting Minutes

**Page 3**

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

A. Casey Brewer of Nine Star Education & Employment Services

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

A. Special Projects & Communications Coordinator Staff Report

**Page 9**

B. Chamber Director Report

C. Homer Marine Trades Association Report

D. Pioneer Avenue Task Force Report

E. KPEDD Report

**PUBLIC HEARING**

**PENDING BUSINESS**

A. Memorandum from Special Projects & Communication Coordinator re: EDC Bylaw and Homer City Code Amendments

**Page 13**

B. EDC Strategic Plan/Goals Update

## **NEW BUSINESS**

### **INFORMATIONAL MATERIALS**

- [A.](#) City Manager's Report August 24, 2020 **Page 22**
- [B.](#) EDC 2020 Meeting Calendar **Page 32**
- [C.](#) 2020 Commissioner Attendance at City Council Meetings **Page 33**
- [D.](#) Ordinance 20-28, Amending Homer City Code 21.60.060(C) Signs on Private Property, Tables 1, 2 and 3 **Page 34**

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

### **COMMENTS OF THE CITY STAFF**

### **COMMENTS OF THE CITY COUNCILMEMBER**

### **COMMENTS OF THE CHAIR**

### **COMMENTS OF THE COMMISSION**

### **ADJOURNMENT**

Next Regular Meeting is **Tuesday, October 13, 2020, at 6:00 p.m.** All meetings scheduled to be held via Zoom Webinar in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Session 20-04 a Regular Meeting of the Economic Development Advisory Commission was called to order by Chair Karin Marks at 6:02 p.m. on March 10, 2020 at the Cowles Council Chambers, City Hall located at 491 E. Pioneer Avenue, Homer, Alaska via Zoom webinar, and opened with the Pledge of Allegiance. One seat still remains vacant.

**PRESENT:** COMMISSIONERS MARKS, BROWN, RICHARDSON, AREVALO, JOHNSON, MINK

**STAFF:** DEPUTY CITY CLERK TUSSEY

The Economic Development Advisory Commission held a Worksession prior to their regular meeting from 5:00-5:50 p.m. to discuss Bylaws, Purpose, Strategic Plan and the 2021-2026 Capital Improvement Plan.

### **AGENDA APPROVAL**

Chair Marks called for a motion to approve the agenda.

RICHARDSON/JOHNSON MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

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

### **RECONSIDERATION**

### **APPROVAL OF MINUTES**

A. EDC March 10 & June 9, 2020 Regular Meeting Minutes

Chair Marks called for a motion to approve both sets of meeting minutes.

AREVALO/RICHARDSON MOVED TO APPROVE THE MARCH AND JUNE MINUTES.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

### **VISITORS/PRESENTATIONS**

**STAFF & COUNCIL REPORT/COMMITTEE REPORTS**

- A. Special Projects & Communications Coordinator Staff Report
- B. Chamber Director Report
- C. Homer Marine Trades Association Report
- D. Pioneer Avenue Task Force Report

Chair Marks reported that the task force, along with other community partners, was able to present a peony celebration this year in July. She commented that it was very well received and looks forward to have additional meetings this fall to plan for another celebration next year.

- E. KPEDD Report

Chair Marks reported another Kenai Peninsula Economic Development District quarterly meeting is coming up and that they have gotten the funds to cover the marketing and education for the various Alaska CARE programs KPEDD is assisting the community with. Tim Dillon has been working with Homer and Kachemak City with their grant programs. Chair Marks spoke to a grant that was received for a resilience package to establish materials documenting what we learned from this pandemic, and what KPEDD can do if this were to ever occur again.

**PUBLIC HEARINGS**

**PENDING BUSINESS**

- A. EDC Bylaws & Commission Purpose
  - i. Compilation Chart of Correspondence between Chair Marks & Commissioners Arevalo & Richardson with Email Correspondence Backup
  - ii. Proposed EDC Bylaw Amendments

Chair Marks introduced the item by reading the title and asked for a motion to approve the bylaw amendments that were discussed at their worksession.

MINK/JOHNSON MOVED TO AMEND ARTICLE I AND II OF THE EDC BYLAWS WITH THE PROPOSED STRIKETHROUGHS AND HOLD A FINAL READING AT THE NEXT REGULAR MEETING.

Commissioner Arevalo inquired on if Zoom meetings and participating telephonically is allowed since their bylaws say otherwise. Deputy City Clerk Tussey explained the emergency resolutions and ordinances that were passed by City Council at the beginning of the pandemic allowed the council, commissions, and boards to meet virtually/telephonically.

VOTE: YES: MARKS, MINK, AREVALO, BROWN, JOHNSON, RICHARDSON

Motion carried.

- B. EDC Strategic Plan/Goals Update
  - i. EDC Strategic Plan/Goals, Revised August 2019

Chair Marks introduced the item by reading the title and provided a briefing of what the commission discussed during their worksession. The recap included taking action to revise their 2021 strategic plan/goals, have commissioners send in their suggestions and ideas to the City Clerk to compile in a draft plan, and would hold another worksession on September 8<sup>th</sup> before the next regular meeting.

The commission voiced their agreement.

### **NEW BUSINESS**

- A. City of Homer Draft 2021-26 Capital Improvement Plan (CIP)
  - i. Q&A Info for City of Homer CIP
  - ii. DRAFT City of Homer 2021-2026 CIP

Chair Marks introduced the item by reading the title and opened the floor for discussion. She requested comments from City Staff on the CIP process and what the commission should know for discussion.

Deputy City Clerk Tussey noted that it is normally the Special Projects and Communications Coordinator that walks them through the process, so if the commission was unsure they could postpone their decision until the next meeting. Ms. Tussey explained that the CIP process is the same one they go through every year, what amendments are being proposed by staff (marked in red), and what actions are being requested of the EDC.

Chair Marks spoke to and facilitated discussion on the Main Street Sidewalk Facility: Pioneer Avenue North project, how it was included in the legislative list last year, and work that was done by the Public Works Director to get portions of that funded by City Council.

The Commission discussed what the CIP does, its purpose of recognizing projects, and how they plan to select their top two legislative picks. Commissioners then took turns sharing their selections and the reasons for their picks:

- Commissioner Brown – #1 Homer Harbor Cathodic Protection; #2 Barge Mooring and Large Vessel Haul Out Repair Facility
- Commissioner Richardson – #1 Barge Mooring and Large Vessel Haul Out Repair Facility; #2 New Large Vessel Harbor; #3 Main Street Sidewalk Facility
- Commissioner Mink – #1 Barge Mooring and Large Vessel Haul Out Repair Facility; #2 New Large Vessel Harbor; #3 Storm Water Master Plan
- Commissioner Johnson – #1 Barge Mooring and Large Vessel Haul Out Repair Facility; #2 New Large Vessel Harbor; #3 Main Street Sidewalk Facility
- Commissioner Arevalo – #1 Storm Water Master Plan; #2 Homer Harbor Cathodic Protection; #3 Ice Plant Upgrade

- Chair Marks – #1 Barge Mooring and Large Vessel Haul Out Repair Facility; #2 New Large Vessel Harbor; #3 any sidewalks and storm water projects

Discussion ensued on commissioner selections. It was agreed to have the New Large Vessel Harbor as the #1 priority, and Barge Mooring and Large Vessel Haul Out Repair Facility as #2.

MARKS/MINK MOVED TO PRIORITIZE THE PORT OF HOMER NEW LARGE VESSEL HARBOR AS #1 PRIORITY, BARGE MOORING AND LARGE VESSEL HAUL OUT REPAIR FACILITY AS #2 PRIORITY, AND RECOMMEND TO COUNCIL FOR INCLUSION IN THE LEGISLATIVE REQUEST SECTION.

Commissioner Arevalo inquired on if the motion should include the EDC's honorable mentions. Deputy City Clerk Tussey noted that the only required action at this time was for the commission to select two legislative recommendations for City Council. She explained that if the commission wished to make another motion they could do so, or hold discussion for the record.

The Commission requested that the meeting minutes reflect two other projects the EDC would like to see prioritized by City Council: the Storm Water Master Plan and the Homer Harbor Cathodic Protection.

VOTE: YES: RICHARDSON, JOHNSON, AREVALO, BROWN, MARKS, MINK

Motion carried.

There was discussion on the importance of other projects listed in the CIP. Commissioner Johnson spoke to the difficulty of ranking such projects but wanted to ensure focus was given to sustainability-type projects for the health of the local community, such as sidewalk and proper drainage projects.

In response to a question from Commissioner Brown regarding Integration of the CIP with Comprehensive Goals, Deputy City Clerk Tussey clarified that "town center" was listed as a general goal to select projects that accomplish a community focal point, not as the Town Center/City Hall project that had previously been on the CIP.

### **INFORMATIONAL MATERIALS**

- A. City Manager's Report for February 24, 2020
- B. EDC 2020 Meeting Calendar
- C. Commissioner Attendance at 2020 City Council Meetings

Chair Marks facilitated discussion on informational materials, noting the following:

- Worksession scheduled on September 8<sup>th</sup> before the regular meeting at 5:00 p.m.
- 2020 meeting schedule – Deputy City Clerk Tussey confirmed the EDC's approved schedule consists of regular meeting each month through the rest of the year, which will be held via Zoom Webinar for the time being.
- Commissioner Mink will provide the EDC report at the August 24<sup>th</sup> City Council meeting; that report would entail the EDC's work on their bylaws and need for a councilmember to work with them on revising City Code to amend the commission's purpose.

### **COMMENTS OF THE AUDIENCE**

### **COMMENTS OF CITY STAFF**

Deputy City Clerk Tussey thanked the commission for a good meeting.

### **COMMENTS OF THE COUNCILMEMBER**

### **COMMENTS OF THE CHAIR**

Chair Marks thanked everyone for how the meeting went and the work done by the commission. She commented that the Wayfinding-Streetscape Plan is moving forward; there are plans for 2021 to get a consultant and ways to get public input during COVID-19. She also noted that the sign code ordinance Commissioner Richardson had helped the Planning Commission with passed at the last City Council meeting.

### **COMMENTS OF THE COMMISSION**

Commissioner Johnson commented it was nice to see everyone.

Commissioner Arevalo asked Chair Marks if she could elaborate on the KPEDD's Comprehensive Economic Development Strategy (CEDS) and where they were in the 2021 revision process. Chair Marks explained that if they could get the Homer City Code amended to better reflect how the EDC is to interact with KPEDD, that when the time came to make those amendments later this fall that they would be in a position to co-host public input events for feedback. Ms. Arevalo suggested that in the future perhaps the commission could refresh/educate themselves on the Homer CEDS for cross-comparison with the Borough's CEDS. Chair Marks agreed and recommended that be an agenda item for October.

Ms. Arevalo shared that she had recorded an entire segment with the Homer Grown radio show describing all the events of the peony festival, but due to technical issues it missed getting air-time yet is available on the KBBI website.

Commissioner Brown agreed with Ms. Arevalo's suggestion that the EDC review the CEDS when that time comes. She commented on her appreciation that we are still here and are a productive group, making a difference in the field of economic development for our community.

Commissioner Richardson had no comments. Chair Marks thanked him for his work on the sign code ordinance that passed.

Commissioner Mink opined on how encouraging it's been that Homer has still been able to satisfy the needs of tourism while also, for the most part, practicing COVID-safe measures. He spoke to his experiences visiting other communities and the impression of strained relations between tourism and the locals, but has not gotten that same impression with Homer.

**ADJOURN**

There being no further business to come before the Commission, Chair Marks adjourned the meeting at 7:12 p.m. A Worksession is scheduled for Tuesday, September 8, 2020 at 5:00 p.m. and the Regular Meeting at 6:00 p.m. All meetings scheduled to be held via Zoom webinar in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

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RACHEL TUSSEY, DEPUTY CITY CLERK I

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





# City of Homer

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## Administration

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## Memorandum

TO: City of Homer Economic Development Advisory Commission  
FROM: Jenny Carroll, Special Projects & Communications Coordinator  
THROUGH: Rob Dumouchel, City Manager  
DATE: September 3, 2020  
SUBJECT: Staff Report

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I'd like to thank Commissioners and City Clerks Jacobsen and Tussey for continuing the work of the EDC in my absence due to my PIO and CAREA Act work on the COVID-19 response.

### **City of Homer COVID-19 Economic Relief Grant Programs**

The City of Homer received a \$7.9 million in CARES Act funding from the state was about. Of that, the city allocated \$3 million for Small Business Economic Relief grants. To date, the program has approved 294 applications for a distribution of \$882,000 in grants.

Council recently allocated another \$1.1 million for three additional economic relief grant programs to mitigate the financial impacts of COVID-19 on nonprofit organizations, childcare businesses and social service providers. That program is launching the week of September 7.

A fourth program to benefit City of Homer households was also authorized and will be rolled out next.

### **Economic Impacts of COVID-19**

For your information, I have attached an article from the most recent Alaska Economic Trends magazine that takes an initial look at the impacts of COVID-19 pandemic on employment.





# ALASKA ECONOMIC TRENDS

SEPTEMBER 2020

## The changing face of media

### ALSO INSIDE

COVID-19's impact on jobs so far  
Unemployment rates by race



# COVID-19's impact on jobs so far

## Patterns developing among states after four months

July marked the fourth month of jobs data to come out after employment plunged nationwide due to COVID-19. The numbers are preliminary, so we shouldn't make too much of small changes or differences between states, but they're reliable enough to discern a few themes.

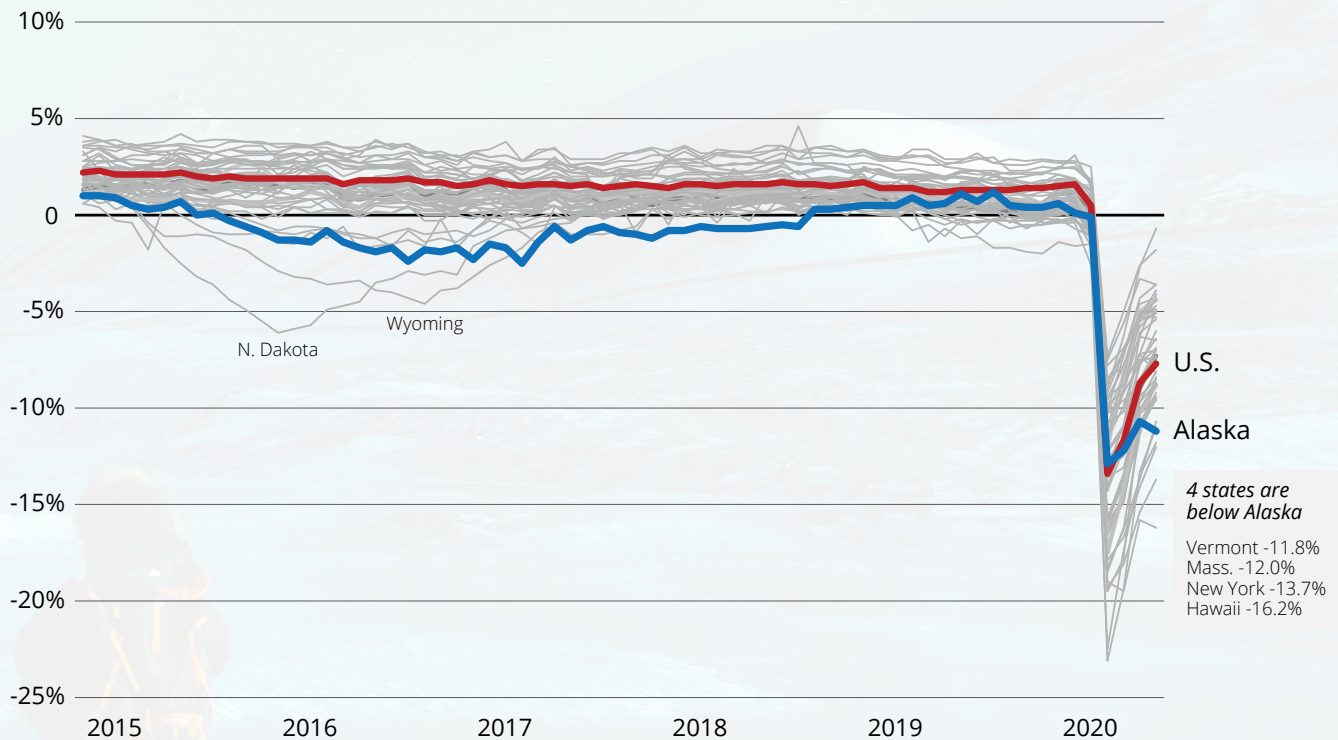
### Job growth before the pandemic

In the years leading up to the pandemic, U.S. job growth was modest by historical standards but remarkable because its growth streak, which began after the Great Recession of 2007-2009, was the longest on record.

U.S. job growth following that recession was strongest in 2015, then slowed slightly from 2016 through 2019. Overall, though, the U.S. recorded unusually consistent job gains of just under 2 percent per year during that stretch before 2020's big drop.

Alaska, along with Wyoming and North Dakota, lagged the other states during the early part of the 2015-2020 period shown in the graph below. All three states were hit by a dramatic drop in oil prices in 2014 and 2015. North Dakota's and Wyoming's job losses were deeper than Alaska's, but both states recovered faster. For much of 2017 and 2018, Alaska's employment growth ranked last among states.

Percent total job growth or loss by state, 2015 to 2020



Sources: Alaska Department of Labor and Workforce Development, Research and Analysis Section; and U.S. Department of Labor, Bureau of Labor Statistics

Signs of economic weakness appeared in other states in 2019, pushing Alaska up from last place at the beginning of the year to 33rd for job growth heading into 2020. The state's growth remained weak by historical standards, though, and well below U.S. growth as a whole.

## The depth of the fall and the strength of the bounce

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Alaska's job count fell 12.9 percent below year-ago levels in April, and the U.S. drop was slightly larger at 13.4 percent. Among states, April losses ranged from 7.3 percent for Utah to 23.1 percent for Michigan.

Right away, one of the key questions was how fast states and the nation would bounce back from losses of that magnitude, especially given the once-in-a-century nature of the cause and the fact that the pandemic was ongoing.

Through July, no state has recovered all of the losses, although a few have come close. Nationally, the latest job numbers show over-the-year declines of 7.7 percent in July, which means the U.S. has regained less than half of the lost jobs.

Alaska has seen less recovery, with July employment down 11.2 percent from 2019 — a modest improvement from the 12.9 percent loss in April.

Idaho ranked first among states in July with a loss of just 0.7 percent, followed by Utah at 1.8 percent. Both had less ground to make up than most other states: Idaho's April loss was 9.0 percent and Utah's was 7.3 percent.

## As of mid-summer, only four states were worse off

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As of July, only four states' losses were steeper than Alaska's. The grimmest job picture was in Hawaii,

still down 16.2 percent from July 2019 levels. New York had the next-largest loss at 13.7 percent, followed by Massachusetts at 12 percent and Vermont at 11.8 percent.

## What we can learn from these state comparisons

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Every state has a handful of drivers that dictate much of its economic health. Alaska's short list includes oil and gas, federal spending (including the military), fishing, tourism, and mining. To date, the pandemic has hampered tourism most — it was effectively the "season that wasn't" in a state where nearly all tourists visit in the summer.

The pandemic has also hobbled oil and gas and disrupted the state's fisheries, although it's hard to get a read on those numbers for 2020 because salmon harvesting's biggest months are still ahead.

Oil prices have partially rebounded but jobs have not, and it isn't clear when or if big planned investments will materialize.

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Largely stable drivers include the federal government —

the only sector of the state's economy that's up slightly from year-ago levels — and mining. Mining incurred extra costs to minimize the spread of COVID-19, but the pandemic disrupted its operations and output less than it did other sectors.

Looking forward, the most unsettled and state-specific questions for Alaska concern oil and state government. Oil prices have partially rebounded, but job numbers have not, and it isn't clear when or if some of the big previously planned investments will materialize.

State government depends less on oil to fund its services than it did a few years ago, but oil is still a big part of the budget. Other states' budgets will suffer from a loss of income and sales tax revenue, but Alaska had large budget imbalances to sort out before COVID-19 hit, and that task will be harder now.

Dan Robinson is chief of Research and Analysis. Reach him in Juneau at (907) 465-6040 or dan.robinson@alaska.gov.



# City of Homer

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Administration

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## Memorandum

TO: Economic Development Advisory Commission  
FROM: Jenny Carroll, Special Projects & Communications Coordinator  
DATE: September 8, 2020  
SUBJECT: EDC Bylaw and HCC Code Amendments

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Commissioners had the opportunity to discuss draft Bylaw and Code amendment documents at their previous meeting and review amendments at their September 8 worksession.

**Staff Recommendation:** If needed, make a motion to for any changes to the draft Homer City Code 2.76.

Make a motion to recommend City Council approve changes to Homer City Code 2.76 through an Ordinance.

**Staff Recommendation:** If needed, make a motion to for any changes to the draft EDC bylaws.

Make a motion to recommend City Council approve changes to Homer City Code 2.76 through an Resolution.

## Chapter 2.76

### ECONOMIC DEVELOPMENT ADVISORY COMMISSION

Sections:

- 2.76.010 Commission – Creation and membership.
- 2.76.020 Terms of members.
- 2.76.030 Proceedings of the Commission.
- 2.76.040 Duties and responsibilities of the Commission.

**2.76.010 Commission – Creation and membership.**

a. There is created the City of Homer Economic Development Advisory Commission, referred to in this chapter as the Commission. Such Commission will be made up of seven members, who shall be nominated by the Mayor and confirmed by the City Council. A minimum of five Commissioners shall reside within the corporate limits of the City of Homer and shall be registered voters in the Kenai Peninsula Borough or the City of Homer.

b. A Chairman and Vice-Chairman of the Commission shall be selected annually and shall be appointed from and by the appointive members.

c. The Mayor, the City Manager, one Council member, a representative of the Homer Marine Trades Association, and the Director of the Homer Chamber of Commerce shall serve as consulting members of the Commission in addition to the seven appointive members, and may attend and participate in all meetings as consultants, but shall have no vote. [Ord. 14-01(A), 2014; Ord. 93-15(S)(A), 1993. Code 1981 § 1.78.010].

**2.76.020 Terms of members.**

a. Voting members of the Commission shall be appointed for three-year terms. Terms shall be staggered.

1. Three members shall be appointed for three-year terms.
2. Two members shall be appointed for two-year terms.
3. Two members shall be appointed for one-year terms.

b. Any Commissioner who shall have two successive unexcused absences shall be subject to removal by the Commission by a majority vote of the members present. [Ord. 93-15(S)(A), 1993. Code 1981 § 1.78.020].

**2.76.030 Proceedings of the Commission.**

The Commission shall meet regularly once a month, and at the call of the Chairman. Permanent records or minutes shall be kept of the vote of each member upon every question. Every decision of finding shall immediately be filed in the office of the City Clerk, and shall be a public record open to inspection by any person. Every decision of finding shall be directed to the City Council at the earliest possible date. [Code 1981 § 1.78.030].

**2.76.040 Duties and responsibilities of the Commission.**

It shall be the duty of the Commission to act in an advisory capacity to the City Manager and the City Council on the overall economic development planning for the City of Homer. The Comprehensive Economic Development Strategy was adopted by the City Council on April 26, 1993. Further duties shall include:

- a. Revisions, amendments and extensions of the Comprehensive Economic Development Strategy (CEDS) which may be adopted by the City Council after consideration and report by the Commission.
- b. Provide continued review and evaluation of the CEDS.
- c. Supervise and monitor the implementation of the CEDS.

**a. Collaborate with KPEDD to assist in developing the specific Homer portion of the regional CEDS that is written every 5 years.**

- 1. Co-host with KPEDD public meetings to collect comments on local strengths, opportunities, weaknesses and threats especially relating to the economy to determine the City's needs and wants. This is done to broaden public involvement.**
- 2. Review and comment on yearly CEDS updates.**
- 3. Monitor the implementation of the regional CEDS in terms of the Homer portion.**

- ¶ **b.** Collect and analyze data to evaluate existing City of Homer resources.
- ¶ **c.** Formulate and develop the overall long-range economic development goals of the residents of the City of Homer through public hearing process.
- ¶ **d.** Identify specific alternatives or projects to accomplish the City's objectives.
- ¶ **e.** Recommend priorities for the projects or alternatives.
- ¶ **f.** Promote public interest in overall economic development.
- ¶ **g.** Make inquiries regarding matters related to economic development.
- ¶ **h.** Commission may take part in activities with the Chamber of Commerce, Kenai Peninsula Borough Economic Development District, and Kenai Peninsula Borough Tourism Marketing Council upon the approval of the Council.
- ¶ **i.** Commission should provide a representative for the KPB Economic Development District Board.
- ¶ **j.** Any recommendation the Commission may have regarding economic development is to be directed to the City Council through the City Manager or the recommendations of the Commission concerning policy issues shall be sent directly to the Council upon request of the Commission.
- ¶ **k.** The Commission shall consider any specific proposal, problem or project as directed by the City Council and any report or recommendations thereon shall be made directly to the Council, unless otherwise directed by the Council.

¶ 1. The City Council may at a future date expand or withdraw duties and responsibilities of the Commission. [Ord. 93-15(S)(A), 1993; Ord. 06-25 § 1, 1993. Code 1981 § 1.78.040].

DRAFT



**CITY OF HOMER ECONOMIC DEVELOPMENT ADVISORY COMMISSION  
BYLAWS**

**ARTICLE I - NAME AND AUTHORIZATION**

~~This organization shall be called The Economic Development Advisory Commission **was** established October 25, 1993 with the adoption of via Ordinance 93-15(S)(A). The Commission was inactivated on \_\_\_ and reactivated February 27, 2006 by Resolution 06-20. and Resolution 06-20, existing by virtue of the provisions of Chapter 2.76 of the Homer Municipal Code, and exercising the powers and authority and assuming the responsibilities delegated under said Code. The following bylaws were adopted on May 13, 2019 and shall be in effect and govern the procedures of the Economic Development Advisory Commission.~~

**ARTICLE II - PURPOSE- OBJECT**

The Economic Development Advisory Commission will act in an advisory capacity to the City Manager and the City Council on the overall economic development planning for the City of Homer in accordance with Homer City Code Chapter 2.76.

~~Section 1. Act in an advisory capacity to the City Manager and the City Council on the overall economic development planning for the City of Homer.~~

~~Section 2. Oversee responsibility of the City of Homer Comprehensive Economic Development Strategy (adopted by City Council April 26, 1993; formerly known as the Overall Economic Development Plan):~~

- ~~a. Revisions, amendments and extensions of the Comprehensive Economic Development Strategy (CEDS) which may be adopted by the City Council after consideration and report by the Commission.~~
- ~~b. Provide continued review and evaluation of the CEDS.~~
- ~~c. Supervise and monitor the implementation of the CEDS.~~

~~Section 3. Collect and analyze data relevant to economic development to evaluate existing community resources.~~

~~Section 4. Formulate and develop the overall long range economic development goals of the residents of the City of Homer through public hearing process.~~

~~Section 5. Identify specific alternatives or projects to accomplish the City's objectives and recommend priorities.~~

~~Section 6. Review recommendations of the Homer Advisory Planning Commission to encourage a business friendly environment in Homer.~~

~~Section 7. Promote public interest in overall economic development.~~

~~Section 8. Make inquiries regarding matters related to economic development.~~

~~Section 9. Collaborate with other City of Homer advisory bodies, the Homer Chamber of Commerce, Kenai Peninsula Economic Development District, and Kenai Peninsula Tourism Marketing Council in activities of mutual interest.~~

### **ARTICLE III - MEMBERS**

Section 1. The Commission shall consist of seven members comprised of at least five (5) members that reside inside city limits and shall be registered voters in the Kenai Peninsula Borough or the City of Homer. Members shall be nominated by the Mayor and confirmed by City Council to serve for three-year terms to expire on April 1<sup>st</sup> of designated years.

Section 2. One City Council member and one Homer area high school Student Representative may be appointed by the Mayor, subject to confirmation by the City Council, as consulting, non-voting members.

Section 3. The Mayor, City Manager, City Planner, and/or the Director of the Homer Chamber of Commerce and a representative from the Homer Marine Trades Association may serve as non-voting, consulting members of the Commission.

Section 4. A commission appointment is vacated under the following conditions and upon the declaration of vacancy by the Commission. The Commission shall declare a vacancy when the person appointed:

- Fails to qualify to take office within 30 days after their appointment;
- Resigns and the resignation is accepted;
- Is physically or mentally unable to perform the duties of their office;
- Misses two (2) consecutive regular meetings unless excused;
- Is convicted of a felony.

Section 5. Honorary members of the Commission may be appointed by the Mayor, subject to confirmation by the City Council. Honorary members may participate in the deliberations of the Commission, but may not vote nor shall they be counted in determining the quorum of Commissioners.

### **ARTICLE IV - OFFICERS**

Section 1. A Chairperson and Vice-Chairperson shall be elected from among the appointed commissioners at the regular April meeting of the Commission.

Section 2. Officers shall serve a term of one year from the April meeting at which they are elected, and until their successors are duly elected. Officers may be re-elected in subsequent years.

Section 3. The Chairperson shall preside at all meetings of the Commission, authorize calls for any special meetings, execute all documents authorized by the Commission, serve as ex officio/voting member of all committees, and generally perform all duties associated with that office.

Section 4. In the event of the absence, or disability of the Chairperson, the Vice-Chairperson shall assume and perform the duties of the Chair. If both the Chairperson and Vice-Chairperson are absent, and a quorum of four members are present, the senior member shall assume and perform the duties and functions of the Chair.

## ARTICLE V – MEETINGS

Section 1. Regular meetings shall be open to the public and held on the second Tuesday of each month at 6:00 p.m. in the designated location and shall be posted for public information as required by Homer City Code and Alaska State Statutes.

Section 2. Meeting agenda deadline is at 5:00 p.m. the Wednesday preceding the meeting. Allowances will be made for holidays.

Section 3. The order of business for the regular meetings shall include, but not be limited to, the following items, which shall be covered in the sequence shown, as far as circumstances permit. Agenda shall be posted for public information as required by Homer City Code and Alaska State Statutes.

NAME OF BODY	DATE OF MEETING
PHYSICAL LOCATION OF MEETING	DAY OF WEEK AND TIME OF MEETING
HOMER, ALASKA	MEETING ROOM

### NOTICE OF MEETING REGULAR MEETING AGENDA

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE
2. APPROVAL OF AGENDA
3. PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA. (3 MINUTE TIME LIMIT)
4. RECONSIDERATION
5. APPROVAL OF MINUTES or CONSENT AGENDA
6. VISITORS (Chair set time limit not to exceed 20 minutes) (Public may not comment on the visitor or the visitor's topic until audience comments.) No action may be taken at this time.
7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS (Chair set time limit not to exceed 5 minutes.)
8. PUBLIC HEARING (3 MINUTE TIME LIMIT)
9. PLAT CONSIDERATION (Planning Commission only)
10. PENDING BUSINESS or COMMISSION BUSINESS
11. NEW BUSINESS or COMMISSION BUSINESS
12. INFORMATIONAL MATERIALS (NO ACTION MAY BE TAKEN ON THESE MATTERS, THEY MAY BE DISCUSSED ONLY).
13. COMMENTS OF THE AUDIENCE (3 MINUTE TIME LIMIT)
14. COMMENTS OF THE CITY STAFF (not required) (Staff report may be at this time in the agenda.)
15. COMMENTS OF THE COUNCILMEMBER (If one is assigned)
16. COMMENTS OF THE CHAIR (May be combined with COMMENTS OF THE COMMISSION/BOARD since the Chair is a member of the Commission/Board.)
17. COMMENTS OF THE COMMISSION
18. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR \_\_\_\_\_ note any worksessions, special meetings, committee meetings etc. All meetings scheduled to be held in the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska. (Sometimes the meeting is scheduled for the Conference Room)

Contact info for the department constructing the agenda. Example: City Clerk's Office, clerk@ci.homer.ak.us, 235-3130.

Section 4. Per Resolution of the City Council (Resolution 06-115(A)), Public Testimony shall normally be limited to three minutes per person. Exceptions may be provided for at the Chair's discretion or by a majority vote of the members in attendance.

Section 5. Special Meetings and Worksessions may be called by the Special Projects and Communications Coordinator, Chair, or a majority of the Commission. Worksessions do not require a quorum, however, no action may be taken at a worksession; items on the agenda are for discussion only. Notice of such meetings shall be posted in the same manner as that for regular meetings.

Section 6. A quorum for the transaction of business at any meeting shall consist of four members. For purposes of determining the existence of a quorum, honorary members shall not be counted.

Section 7. Four affirmative votes are required to approve any action before the Commission and shall constitute the meaning of "majority vote". The Chairperson may vote upon, and may move or second a proposal before the Commission.

Section 8. Recorded minutes shall be made available by the City Clerk's Office to the Commission prior to the next meeting and a record of all voting will be included in the minutes of each meeting. Minutes shall be available to the public as required by Homer City Code and Alaska State Statutes.

Section 9. The Commission shall abide by existing Alaska State Law, Borough Code of Ordinance, where applicable, and Homer City Code, as well as Robert's Rules of Order, current edition, in so far as this treatise is consistent with Homer City Code.

#### **ARTICLE VI - COMMITTEES**

Section 1. Committees of one or more members for such specific purposes as the business of the Commission will only become active upon approval of Council. A memorandum and resolution will go before Council outlining the reason, tasks assigned and termination date. Committees shall be considered to be discharged upon completion of the purpose for which it was appointed, and after its final report is made to and approved by the Commission.

Section 2. All committees shall make a progress report to the Commission at each of the Commission's regular meetings.

#### **ARTICLE VII - BYLAW AMENDMENTS**

Section 1. The Bylaws may be amended at any meeting of the Commission by a majority plus one of the members, provided that notice of said proposed amendment is given to each member in writing. The proposed amendment shall be introduced at one meeting and action shall be taken at the next Commission meeting.

Section 2. Any rule or resolution of the Commission, whether contained in these Bylaws or otherwise, may be suspended temporarily in connection with business at hand; and such suspension to be valid; may be taken only at a meeting at which at least four of the members of the Commission shall be present, and two-thirds of those present shall so approve.

#### **ARTICLE VIII – TELECONFERENCING**

Section 1. Teleconference meetings:

- a) The preferred procedure for a Commission meeting is that all members be physically present at the designated time and location for the meeting. However, physical presence may be waived and a member may participate in a meeting by Teleconference. This allowance is limited to two (2) meetings per year.
- b) There must be a quorum of four members physically present in addition to the telephonic member.
- c) A Commissioner participating by teleconference shall be deemed to be present at the meeting for all purposes.
- d) In the event the Chair participates telephonically, the Vice-Chair shall run the meeting.

Section 2. Teleconference procedures:

- e) A Commissioner who cannot be physically present for a regularly scheduled meeting shall notify the Clerk at least five days prior to the scheduled meeting time of their intent to participate telephonically.
- f) The Clerk shall notify the other Commissioners of the Commissioner's intent to participate by teleconference three days prior to the scheduled meeting time.
- g) The means used to facilitate a teleconference meeting must enable each Commissioner participate telephonically to clearly hear, and be heard by, all other Commissioners, and members of the public.
- h) The Clerk shall note in the attendance record all Commissioners participating telephonically.



# City of Homer

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

## Office of the City Manager

491 East Pioneer Avenue  
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[citymanager@cityofhomer-ak.gov](mailto:citymanager@cityofhomer-ak.gov)

(p) 907-235-8121 x2222

(f) 907-235-3148

### Memorandum

TO: Mayor Castner and Homer City Council  
FROM: Rob Dumouchel, City Manager  
DATE: August 20, 2020  
SUBJECT: City Manager's Report for August 24<sup>th</sup> Council Meeting

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#### Greetings – it's great to be here

I arrived in Homer on August 11<sup>th</sup> and reported for duty on the 17<sup>th</sup>. I'm very excited to learn the organization and integrate myself into the community. Much of my first week has been spent getting to know the leadership team and staff. I had many positive conversations and learned a great deal. I'm very pleased to join a team with so much talent and experience. I'm currently working on conducting site visits at our various facilities to better understand each operation and meet more of the staff. I am also planning on observing meetings for all of our commissions/boards so that I can get a better understanding of the work they are doing to support the City and the Council.

As I get settled in, I wanted to note that I am extremely appreciative of the efforts of the staff in my office to help get me up to speed. I am also very thankful for the work Rick Abboud has put in as Interim City Manager.

#### Homer Spit

There was some unauthorized camping on the Homer Spit over the first two weekends in July. Public Works roused the people out, put up some low-key fencing and some signs saying, "This is not a Campground". There hasn't been a problem since.

In June, it was reported that Homer Spit Road was facing serious safety issues as a result of cars parking illegally along the highway. Since the placement of candlestick pylons bearing signs with the words "no parking" and additional enforcement went into effect, this has no longer been a concern for the remaining summer season. Next year, assuming visitation and usage trends resume normally, staff will move forward with the Spit Parking Study approved by Council as a FY 20/21 capital budget amendment.

#### Tsunami Debrief

Enclosed please find the July 24 debriefing report produced after the July 21 tsunami warning. Chief Kirko is developing corrective suggestions for any follow-up items listed under Areas of Improvement. Staff were unable to activate the sirens from the City's tsunami station because the server was down. It has been repaired and is fully functional again. The tsunami warning system on the Kenai Peninsula is old and may be past due for an upgrade. This might be an area where Council could assist staff by initiating a discussion with the Borough to pursue upgrading the system.

#### NEA Grant Partnership

Bunnell Street Arts has approached the City to partner on a National Endowment for the Arts (NEA) “Our Town” grant, a placemaking grants program. These grants support projects that integrate arts, culture, and design activities into efforts that strengthen communities by advancing local economic, physical, and/or social outcomes. These projects require a partnership between a nonprofit organization and a local government entity, with one of the partners being a cultural organization. This grant will help pay for a new public art installation at Bishop’s Beach Park. The Parks, Art Rec and Culture Commission is currently reviewing the public art donation, and their recommendation will be forwarded to Council at a future meeting. The NEA grant would potentially help pay for installing the artwork. Grant awards won’t be issued until next year, with funding availability in approximately one year from now. If the grant is awarded to Bunnell, a formal agreement will be brought back for Council approval.

**COVID-19/CARES Update**

Staff met on the 18<sup>th</sup> with CARES Act Program Administrator Sara Perman. She is building the applications and processes required to get the various grant programs underway. I will provide regular updates as part of the City Manager’s report and Sara is available for future Council meetings at the Council’s request.

Enclosures:

1. August 17, 2020 SBERG Program Update
2. Homer Foundation Quarterly Report for April – June 2020
3. Active Projects Spreadsheet – Updated 08/20/20



## After Action Report

City of Homer EOC

**Debriefing Date:** July 24, 2020

**Incident:** July 21, 2020, 7.8 magnitude earthquake east of Sand Point at 22:12 and subsequent tsunami warning/evacuation for South Alaska and the Alaska Peninsula, Pacific coasts from Kennedy Entrance, Alaska (40 miles SW of Homer) to Unimak Pass, Alaska (80 miles NE of Unalaska).

### Participants:

Rick Abboud, City Manager  
 Bryan Hawkins, Port Director/Operations  
 Jan Keisser, Public Works Director/Logistics  
 Joe Sallee, Asst. Fire Chief/IC  
 Jaclyn Arndt, Fire Department  
 Lillian Hottmann, EMS Asst. Chief/Safety  
 Jenny Carroll, PIO  
 Rachel Tussey, PIO  
 Julie Engerbretsen, Planning  
 Nick Poolos, IT  
 Richard Borland, Harbor Officer

### Summary of Event:

First notification of the tsunami warning was an alert sent out to phones at 22:20. Tsunami sirens were activated shortly after the phone alert. The EOC was officially activated at 22:35 at HVFD. HPD had officers on the Homer Spit within 5 minutes of the tsunami warning to assist with evacuation. Heavy amounts of traffic were seen evacuating the low lands, and Public Works moved equipment shortly after the warning systems started.

Initial reports showed the tsunami was expected to hit Kodiak at 00:05, Seward at 00:30, and Homer at 01:25. By 23:15, most members of EOC had arrived. At 23:40 EOC was able to confirm that the Homer High School was open for sheltering. Parking lots of the Homer Middle School and high school were filling up quickly; PIO's sent out social media messages to inform people of other safe parking areas, as well as maps of the tsunami inundation zones and evacuation routes. Throughout the incident, EOC received current information/messages from the National Tsunami Warning Center via fax, receiving 5 reports total. Tsunami warning was cancelled by National Tsunami Warning Center via fax, and confirmed with OEM. EOC closed at 00:38.

	Strengths	Areas of Improvement
<b>Effective integration of Incident Management Team personnel?</b>	<ul style="list-style-type: none"> <li>Most roles quickly identified due to ongoing IMT structure.</li> </ul>	<ul style="list-style-type: none"> <li>All members responded from home due to after-hours event. From time of first alert majority of staff arriving at EOC was 55 minutes.</li> </ul>
<b>EOC staffing levels adequate?</b>	<ul style="list-style-type: none"> <li>Adequate for this EOC activation.</li> </ul>	<ul style="list-style-type: none"> <li>Would benefit from a member from HPD (unable to</li> </ul>



	<ul style="list-style-type: none"> <li>• Having two PIO's was great; they were able to give continuous updates to the public and gather information in a timely manner.</li> </ul>	<p>attend due to evacuation), SPH, Finance Dept., and Public Health.</p> <ul style="list-style-type: none"> <li>• Public Health would be able to contact people who may need more help evacuating.</li> <li>• Reaching out to AST to keep them updated throughout event is recommended in future. They were helpful with traffic control on Baycrest.</li> </ul>
<b>Did EOC space function adequately?</b>	<ul style="list-style-type: none"> <li>• Spare note pads, and extra pens provided.</li> <li>• No difficulties with EOC members entering building or parking.</li> <li>• All EOC members wearing masks.</li> <li>• Access to NTWC fax updates.</li> </ul>	<ul style="list-style-type: none"> <li>• Access to NAWAS system in current EOC is needed.</li> <li>• In the event an EOC member does not have work laptop, a file is to be prepared with important links and websites and saved on EOC computer</li> <li>• Need to confirm EOP manual is readily accessible at all times.</li> <li>• Spare monitors/screens are recommended for important links to be shared with all EOC members.</li> </ul>
<b>Communications flow within EOC?</b>	<ul style="list-style-type: none"> <li>• Flow in EOC went smooth.</li> </ul>	<ul style="list-style-type: none"> <li>• Make sure all real-time updates are voiced and confirmed by all members of EOC.</li> <li>• In future EOC activations, allow only PIO's to post on City Facebook/Social Media sites.</li> </ul>
<b>Were all personnel comfortable/familiar with their roles &amp; responsibilities?</b>	<ul style="list-style-type: none"> <li>• Personnel understood their roles.</li> </ul>	<ul style="list-style-type: none"> <li>• More training is recommended and requested from majority of members of EOC.</li> <li>• HPD was extremely busy. Other departments can assist HPD with evacuation; help distribute the labor.</li> </ul>

<p><b>How did IMT personnel integrate with other agencies/organizations?</b></p>	<ul style="list-style-type: none"> <li>• IMT personnel were easily able to get in contact with other members of their departments.</li> <li>• OEM email was forwarded onto EOC members quickly.</li> </ul>	<ul style="list-style-type: none"> <li>• An updated contact list needs to be placed in EOP and ensured that it is up to-date frequently.</li> <li>• Limited information was gathered from KPB OEM.</li> </ul>
<p><b>Was info in EOP useful in guiding the response? How might you revise EOP based on this experience?</b></p>	<ul style="list-style-type: none"> <li>• Yes; lay out was beneficial for planning.</li> <li>• Sheltering section was beneficial for PIO's when parking started to become limited at schools.</li> </ul>	<ul style="list-style-type: none"> <li>• EOP is dated March 2007. There is a revised 2013 draft but this was not available at HVFD throughout event.</li> </ul>
<p><b>Were there adequate resource information/telephone numbers in the plan?</b></p>		<ul style="list-style-type: none"> <li>• Due to outdated EOP, personnel and contact numbers are out of date.</li> <li>• Utilization of closer parking lots may facilitate quicker evacuation of Public Works equipment. Equipment will need to be easily accessed if needed throughout event.</li> </ul>
<p><b>Did external notifications occur quickly and effectively?</b></p>	<ul style="list-style-type: none"> <li>• KPB sent out alert to phones.</li> </ul>	<ul style="list-style-type: none"> <li>• External notifications occurred before anything else. Dispatch was flooded with 911 calls inquiring as to what to do.</li> <li>• There is an emergency link on the COH website for this purpose; additional public education/outreach is recommended.</li> </ul>
<p><b>Was alert/siren system effective?</b></p>	<ul style="list-style-type: none"> <li>• Alert system sent to cell phones by KPB was effective.</li> </ul>	<ul style="list-style-type: none"> <li>• Currently KPB has computer to activate the City's tsunami warning sirens. Homer EOC had to request OEM to activate sirens.</li> <li>• Having ability to sound off sirens at certain time intervals would benefit HPD's evacuation efforts.</li> <li>• Recommendation for siren to be placed at End of the Road Park on the Homer Spit and</li> </ul>

		Northern Enterprise Boat Yard on Kachemak Drive. Siren is not heard at these locations.
<b>Did evacuation occur smoothly?</b>	<ul style="list-style-type: none"> <li>• Yes.</li> <li>• HPD reported to have about 90% of Homer Spit evacuated before cancellation.</li> </ul>	<ul style="list-style-type: none"> <li>• In future, HVFD can assist HPD with evacuation efforts.</li> <li>• Recommendation for signage or ability to quickly change current signs for evacuation information.</li> <li>• Blue Line project will benefit community by clearly marking tsunami danger zone and educating public.</li> </ul>
<b>Was shelter facility adequate?</b>	<ul style="list-style-type: none"> <li>• Due to time of year, majority of people on the Spit were in RV's. These people were able to move to parking lots for sheltering such as the Homer High School, Homer Middle School, and Baycrest.</li> <li>• Homer High School was opened for others looking for shelter. Masks and sanitizer were available.</li> </ul>	<ul style="list-style-type: none"> <li>• Better communications and planning with HHS is recommended. There was a delay from time alert was sent out to the time HHS was confirmed opened (1 hour 20 minutes).</li> <li>• Need plan for sheltering of families for COH members.</li> </ul>



# City of Homer

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## Memorandum

TO: Mayor Castner and Homer City Council  
FROM: Rob Dumouchel, City Manager  
DATE: August 17, 2020  
SUBJECT: Small Business Economic Relief Program (SBERG) Program Update -8/17/20

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The City Manager's Office has reviewed a total of 20 appeals.

As of August 17, 2020:

### **326 TOTAL APPLICATIONS**

227 online

99 paper

### **126 TOTAL APPROVED APPLICATIONS - \$378,000 TOTAL GRANTS AWARDED**

07.06.20 68 applications have been approved and turned into finance department

07.13.20 58 applications have been approved and turned into finance department

07.20.20 38 applications have been approved and turned into finance department

07.27.20 36 applications have been approved and turned into finance department

08.03.20 31 applications have been approved and turned into finance department

08.10.20 25 applications have been approved and turned into finance department

08.17.20 21 applications have been approved and turned into finance department

### **\$831,000 TOTAL GRANTS AWARDED**

**15 APPLICATION PENDING** - details below

**15 APPLICATIONS DENIED** - details below

**19 APPLICATIONS VOIDED** - voids due to duplicate application or incorrect information on application

**APPEALS** 12 - applications approved 3 - denied

### *15 TOTAL DENIED APPLICATIONS*

[7] Not in City Limits [1] Medial Business - Does not collect sales tax [4] Nonprofit - Does not collect sales tax [2] General tax exempt - possibly fishing [1] New business - collected sales tax after 1st quarter 2020

### *15 PENDING Applications*

[5] Incomplete Application [9] Not on KPB List - requested more information [1] Not in City Limits - requested more information

# HOMER FOUNDATION

Quarterly Report to Fund Advisors

*Homer Foundation Fund Details - April through June 2020*

Fund Holder    City of Homer  
Fund            **City of Homer Fund**

Fund Type:    FIELD OF INTEREST  
Fund Code:    1305

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## PORTFOLIO SHARE (Corpus)

Beginning Balance	183,827.19
Contributions	-
Withdrawals	-
Quarterly Portfolio Change	25,821.35
<b>Ending Balance</b>	<b>209,648.54</b>

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## AMOUNT AVAILABLE TO SPEND (ATS)

Beginning Balance	13,583.27
Increases	-
FY21 ATS	6,145.93
Grants and Withdrawals City of Homer Grant Program	(13,583.27)
<b>Ending Balance</b>	<b>6,145.93</b>

**Council Initiated/Involved Projects**

**Updated 8/20/20**

Date Initiated	Project	Primary Impacted Departments/Divisions	Status	Category	% Complete	Next Steps/Notes	Sponsor/Champion
Oct 2019 (Reso 19-073 S)	Right of Way Clearing Policy	Administration, Public Works	Ord 20-26 adoped 6/22	Medium	100		Lord/Aderhold
Feb 2017 (Reso 16-128 SA)	New Police Station	HPD, Public Works, IT	The ProComm radio installation crew will be here the week of September 21st to move dispatch which is hopefully when Motorola can also install the new consoles.	Large	96	Estimated move in date is the week of 9/21	Mayor/Council
March 2019 (Reso 19-018)	Green Infrastructure Study	Administration, Public Works	Interpretative signs installed. Federal grant closed out.	Medium	95	Staff figuring out how to handle public education component under protocols of COVID-19; working with HPD to use their virtual building tour as a way to share info on green design.	Lord
Feb 2011 (Ord 11-02 SA)	Energy Conservation at City Buildings (lighting)	Public Works	The light conversion project is complete except for 7 interior lights at the harbormaster office. That could be complete in a week, except for all the interruptions and extra challenges due to the COVID issues.	Medium	90	Installation will be completed once additional PW staff come online in fall/winter if not sooner.	Stroozas
Nov 2019 (Ord 19-49 SA)	Medical Zoning District	Planning	The Planning Commission conducted a worksession Aug 5 prior to the regular meeting and discussed the proposed Medical District, focusing discussion on sections of the draft ordinance related to purpose statement, building height, heliports and boundaries related to building heights and the proposed ordinance to amend Kenai Peninsula Borough Code Chapter 20 and Title 2 .	Medium	85	Moratorium extended to Sept. 15 through Ord. 20-37	Smith
May 2019 (Ord 19-17)	Ice Plant Feasibility Study	Port and Harbor	Received engineer/consultant recommendations but project put on hold. At July P&HAC meeting, Harbormaster reported staff is still coming up with recommendations and equipment purchase requests based on the findings from the study.	Small	75	Staff currently are implementing no cost solutions to increase efficiency using feedback from the report. Main goal will be to insitute the low cost items that promise returns/savings first and set the bigger items on a longer timeline (after pandemic). Staff most likely wont implement larger recommendations until 2021 unless time and funds allow.	Stroozas
Reso 20-012 (A), Memo 20-015	Reopening HAWSP	Administration, Finance, PW	Aug 24 meeting has a reso amending HAWP policy manual.	Medium	65	Further discussion on HAWSP manual revisions. Discuss and adopt water and sewer capital improvement plans for use as a tool for project development.	Castner/Lord
Dec 2019 (Ord. 19-54 S2 A2)	Wayfinding Plan/Committee	Administration	Project on hold.	Medium	60	Assess staff capacity to usher project through posting, selection of contractor and development of plan which requires staff availability and public engagement.	Venuti/Smith

**Council Initiated/Involved Projects**

**Updated 8/20/20**

Date Initiated	Project	Primary Impacted Departments/Divisions	Status	Category	% Complete	Next Steps/Notes	Sponsor/Champion
Sept 2019 (Ord 19-38 A S)	HERC Demolition	Public Works	City Engineer provided estimates to Council under June 22 Manager's Report.	Medium	35	Awaiting Council direction.	Mayor/Council
Sept 2019 (Memo 19-153)	Traffic Calming Policy	Administration, HPD, Public Works	Project on hold.	Medium	35	Research collated. Admin staff will resume working on draft policy in preparation for PW, HPD review.	Lord
Aug 2019 (Ord 19-35 S)	Fund Balance Policy, City-wide	Administration, Finance	Council priorities sheet on this topic provided to Council Aug 10 as a result of w/s reserve proposed uses from PW.	Medium	25	Awaiting Council direction.	Mayor
Memo 20-015	Climate Action Plan Progress Report	Administration, Public Works	Staff compiling energy usage. Sending request to HEA for updated emission factors. Staff have been identifying things we can do to improve City's sustainability based on findings, conclusions, and recommendations from documents related to combating climate change.	Medium	20	After Sept, staff can commit to making an emission report.	Aderhold
Summer 2020 Ord 20-32 Ord 20-34 Ord 20-31(S)	Stormwater management plan and implementation	Public Works	Update 1979 drainage management plan; Fund Small Works Drainage Improvement Program; Main Street Storm Drain and Sidewalk Project.	Medium	20	Continuing work incrementally.	Castner/Lord/Aderhold
Dec 2019 (Ord 19-51 A)	Spit ADA Parking Improvements	Port and Harbor, Public Works	RFP issued. Bids came in higher than anticipated. 10 pads were in the original bid, staff reduced work to 9 so majority of project can be completed this season.	Medium	20	P&H working on submitting ordinance to complete remaining pad.	Aderhold
Jan 2018 (Ord 18-03)	Large Vessel Harbor General Investigation Study	Administration, Port and Harbor (and ADOT, Army Corps, KP&EDA)	Further detail provided in June 8 Manager's Report. P&HAC supports the proposal from HDR providing owner representation services to the City for the duration of the general investigation study to ensure highest possible outcome for the city. Updated and submitted a letter of intent with the Corps.	Large	5	Confirm with KP&EDA funding application status. Develop MOU to reinstate relationship with SOA on project. Work with Council on hiring of lobbyist.	Lord/Smith
Dec 2019 (Ord 19-51 A)	Spit Parking Study	Port and Harbor, Public Works	Project on hold until 2021 as detailed in May 11, 2020 City Manager's Report	Medium	0	Reevaluate Jan. 2021.	Lord

*Please note:*

*\*It is of great benefit for Admin Initiated projects to have the sponsorship of a Councilmember(s).*

*\*Color-coding indicates how close to completion a capital project is; Red (0-24%), Yellow (25-74%), Green (75-100%)*

*\*The proposed categories (small, medium, and large) are intended to gauge workload for city staff and the attorney to develop or implement and do not reflect level of priority.*

## Economic Development Advisory Commission 2020 Meeting Calendar

MEETING	AGENDA DEADLINE	ANNUAL TOPICS/EVENTS
<b>JANUARY</b> 6:00 p.m. Tuesday, January 14	5:00 p.m. Wednesday, January 7	
<b>FEBRUARY</b> 6:00 p.m. Tuesday, February 11	5:00 p.m. Wednesday, February 4	
<b>MARCH</b> 6:00 p.m. Tuesday, March 10	5:00 p.m. Wednesday, March 3	Appointment Renewals Due
<b>APRIL</b> 6:00 p.m. Tuesday, April 14	5:00 p.m. Wednesday, April 7	Terms Expire April 1 <sup>st</sup> Election of Chair & Vice Chair Review of Strategic Plan/Goals
<b>MAY</b> 6:00 p.m. Tuesday, May 12	5:00 p.m. Wednesday, May 5	
<b>JUNE</b> 6:00 p.m. Tuesday, June 9	5:00 p.m. Wednesday, June 2	City Budget Review/Develop Requests
<b>JULY</b> 6:00 p.m. Tuesday, July 14	5:00 p.m. Wednesday, July 7	
<b>AUGUST</b> 6:00 p.m. Tuesday, August 11	5:00 p.m. Wednesday, August 4	Capital Improvement Plan Review
<b>SEPTEMBER</b> 6:00 p.m. Tuesday, September 8	5:00 p.m. Wednesday, September 1	
<b>OCTOBER</b> 6:00 p.m. Tuesday, October 13	5:00 p.m. Wednesday, October 6	
<b>NOVEMBER</b> 6:00 p.m. Tuesday, November 10	5:00 p.m. Wednesday, November 3	
<b>DECEMBER</b> 6:00 p.m. Tuesday, December 8	5:00 p.m. Wednesday, December 1	Upcoming Year Schedule Review Land Allocation Plan Review



**2020 HOMER CITY COUNCIL MEETINGS  
ADVISORY COMMISSION/ BOARD ATTENDANCE**

Commissions are invited to report to the City Council at the Council’s regular meetings under Item 8 – Announcements/Presentations/Borough Report/Commission Reports. This is the Commission’s opportunity to give Council a brief update on their work. Generally the Commissioner who will be reporting will attend one of the two meetings for the month they are scheduled to attend.

The 2020 meeting dates for City Council is as follows:

January 13, 27	_____
February 10, 24	_____
March 9, 23*	_____
April 13, 27	_____
May 11, 26*	_____
June 8, 22	_____
July 27**	_____
August 10, 24	_____
September 14, 28	_____
October 12, 26	_____
November 23**	_____
December 14, 21****	_____

City Council’s Regular Committee of the Whole Meeting at 5:00 pm to no later than 5:50 pm prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 pm.

\*Tuesday meeting due to Memorial Day/Seward’s Day.

\*\* There will be no first regular meeting in July or November.

\*\*\*Council traditionally reschedules regular meetings that fall on holidays or high school graduation days, for the following Tuesday.

\*\*\*\*Council traditionally cancels the last regular meeting in December and holds the first regular meeting and one to two special meetings as needed. Generally the second special meeting the third week of December will not be held.





42 in a column, such sign type is allowed in the zoning district represented by that column only  
 43 with prior approval by the Commission after a public hearing.

44 b. Although permitted under subsection (a) of this section, a sign designated by an “A” or “P”  
 45 in Table 1 shall be allowed only if:

46 1. The sum of the area of all building and freestanding signs on the lot does not exceed  
 47 the maximum permitted sign area for the zoning district in which the lot is located as  
 48 specified in Table 2; and

49 2. The characteristics of the sign conform to the limitations of Table 3, Permitted Sign  
 50 Characteristics by Zoning District, and with any additional limitations on characteristics  
 51 listed in Table 1 or Table 2.

52  
 53 c. A sign type that is not listed on the following tables is prohibited.  
 54

Key to Tables 1 through 3			
RR	Rural Residential	GBD	Gateway Business District
UR	Urban Residential	GC1	General Commercial 1
RO	Residential Office	GC2	General Commercial 2
INS	Institutional Uses Permitted in Residential Zoning Districts (a)	EEMU	East End Mixed Use
CBD	Central Business District	MC	Marine Commercial
TC	Town Center District	MI	Marine Industrial
		OSR	Open Space Recreation
		PS	Public Sign Uses Permit

A = Allowed without sign permit  
 P = Allowed only with sign permit  
 N = Not allowed  
 PH = Allowed only upon approval by the Planning Commission after a public hearing.

For parenthetical references, e.g., “(a),” see notes following graphical portion of table.

Table 1														
Sign Type	RR	UR	RO	INS (a)	CBD	TC	GBD	GC1	GC2	EEMU	MC	MI	OSR	PS
Freestanding														
Residential (b)	A	A	A	A	A	A	A	N	N	N	N	N	A	PH
Other (b)	N	N	N	P	P	P	P (i)	A	A	A	P	P	N	PH
Incidental (c)	N	N	A (d)	A (d)	A	A	A	A	A	A	A	A	N	N
<b><u>Parking Lot Identification</u></b>					<b><u>A</u></b>	<b><u>A</u></b>	<b><u>A</u></b>	<b><u>A</u></b>	<b><u>A</u></b>	<b><u>A</u></b>	<b><u>A</u></b>	<b><u>A</u></b>		
Building														

[**Bold and underlined added.** Deleted language stricken through



Table 1														
Sign Type	RR	UR	RO	INS (a)	CBD	TC	GBD	GC1	GC2	EEMU	MC	MI	OSR	PS
Banner	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Building Marker (e)	A	A	A	A	A	A	A	A	A	A	A	A	A	N
Identification (d)	A	A	A	A	A	A	A	A	A	A	A	A	A	N
Incidental (c)	N	N	A (f)	A	A	A	A	A	A	A	A	A	N	N
Marquee	N	N	N	N	P	P	P	P	P	P	P	P	N	N
Projecting	N	N	N	N	P	P	P	P	P	P	P	P	N	N
Residential (b)	A	A	A	N	A	A	A	N	N	N	N	N	A	N
Roof, Integral	N	N	N	P	P	P	P	P	P	P	P	P	N	N
Suspended	N	N	N	P	P	P	P	P	P	P	P	P	N	N
Temporary (g)	P	P	P	N		P	P	P	P	P	P	P	N	N
Wall	A	A	A	A	P	P	P	P	P	P	P	P	A	A
Window	N	N	A	N	P	P	P	P	P	P	P	P	N	N
Miscellaneous														
Flag (h)	A	A	A	A	A	A	A	A	A	A	A	A	A	A

56 Notes to Table 1:

- 57 a. This column does not represent a zoning district. It applies to institutional uses permitted  
 58 under the zoning code in the RR, UR and RO zoning districts. Institutional is defined as an  
 59 established organization or corporation of a public, nonprofit, or public safety/benefit  
 60 nature, i.e., schools, churches, and hospitals.
- 61 b. No commercial message allowed on sign, except for a commercial message drawing  
 62 attention to goods or services legally offered on the lot.
- 63 c. No commercial message of any kind allowed on sign if such message is legible from any  
 64 location off the lot on which the sign is located.
- 65 d. Only address and name of occupant allowed on sign.
- 66 e. May include only building name, date of construction, or historical data on historic site;  
 67 must be cut or etched into masonry, bronze, or similar material.
- 68 f. No commercial message of any kind allowed on sign.
- 69 g. The conditions of HCC 21.60.130 apply.
- 70 h. Flags of the United States, the State, the City, foreign nations having diplomatic relations  
 71 with the United States and any other flag adopted or sanctioned by an elected legislative body  
 72 of competent jurisdiction. These flags must be flown in accordance with protocol established  
 73 by the Congress of the United States for the Stars and Stripes. Any flag not meeting any one or  
 74 more of these conditions shall be considered a banner sign and shall be subject to regulations  
 75 as such.

**Added**. Deleted language stricken through



76 i. The main entrance to a development in GBD may include one ground sign announcing the  
 77 name of the development. Such sign shall consist of natural materials. Around the sign grass,  
 78 flowers and shrubs shall be placed to provide color and visual interest. The sign must comply  
 79 with applicable sign code requirements.  
 80

**Table 2. Maximum Total Sign Area Per Lot by Zoning District**

**Table 2 Part A**

The maximum combined total area of all signs, in square feet, except incidental, building marker, and flags (b), shall not exceed the following according to district:

RR	UR	RO	RO (e)	INS (a)	OSR	PS (d)
4	4	6	50	20	4	32

**Table 2 Part B**

In all other districts not described in Table 2 Part A, the maximum combined total area of all signs, in square feet, except incidental, building marker and flags, shall not exceed the following:

Square feet of wall frontage (c):	Maximum allowed sign area per principal building:
750 s.f. and over	150 s.f.
650 to 749	130 s.f.
550 to 649	110 s.f.
450 to 549	90 s.f.
350 to 449	70 s.f.
200 to 349	50 s.f.
0 to 199	30 s.f.

- 81 **1.** In all districts covered by Table 2 Part B, on any lot with multiple principal buildings or  
 82 with multiple independent businesses or occupancies in one or more buildings, the  
 83 total allowed sign area may be increased beyond the maximum allowed signage as  
 84 shown in Table 2 Part B, by 20%. This additional sign area can only be used to promote  
 85 or identify the building or complex of buildings.  
 86 **2. In all districts covered by Table 2 Part B, freestanding Parking Lot Identification**  
 87 **signs are excluded from calculation as sign area, and are allowed in addition to the**  
 88 **freestanding sign per limitation stated in Table 2 Part B(4). One directional**  
 89 **parking lot identification sign may be erected without a sign permit if restricted to**  
 90 **identifying a parking lot with its owner, operator, or name of the business**

**Bold and underlined added.** Deleted language stricken through



91 **providing the lot. The sign may include the logo, corporate colors or name of the**  
92 **business but no advertising other than the name of the business shall be included.**  
93 **The total sign area shall not exceed six square feet and shall not exceed a sign**  
94 **height of six feet.**

95 **3. In all districts covered by Table 2 Part B, special conditions for additional signage**  
96 **allowance above 150 square feet per building. An allowance for additional signage**  
97 **may be granted by the City Planner for either section (a) or section (b) below.**

98  
99 **a. Multiple-Tenant Buildings which adjoin and have which have more than one**  
100 **entrance for clients that access more than one improved street.**

101 **1. Secondary and tertiary entrances must be commonly used by clients and**  
102 **must access the interior of the building and conversely the entrance**  
103 **must access a parking lot, sidewalk or constructed public road. These**  
104 **entrances are approved at the sole direction of the planning department.**  
105 **Alleys, stairways to upper levels, emergency exists may not apply at the**  
106 **discretion of the Planning Director.**

107 **2. Additional signage is allowed based ½ the allowance on Table 2 part B to**  
108 **existing for each secondary or tertiary street wall frontage. Signage must**  
109 **be placed on the wall face of the building the allowance was based on.**

110 **b. Additional sign allowance for multitenant split level buildings and buildings**  
111 **two or more businesses deep:**

112 **1. In a building that has one frontage, which is the only frontage that has**  
113 **access to a public street, and is split level or is more than one business in**  
114 **depth.**

115 **2. Additional signage is allowed based on ½ the allowance of Table 2 Part**  
116 **B.**

117  
118 **4. In all districts covered by Table 2 Part B, freestanding signs, when otherwise allowed,**  
119 **shall not exceed the following limitations:**

120 **a.** Only one freestanding sign is allowed per lot, except one freestanding public  
121 sign may be additionally allowed. A freestanding sign may not exceed 10 feet in  
122 height.

123 **b.** The sign area on a freestanding sign (excluding a public sign) shall be included  
124 in the calculation of maximum allowed sign area per lot and shall not exceed the  
125 following:

126 **i.** One business or occupancy in one building – 36 sq ft

127 **ii.** Two independent businesses or occupancies or principal buildings in any  
128 combination – 54 sq ft

129 **iii.** Three independent businesses or occupancies or principal buildings in any  
130 combination – 63 sq ft

131 **iv.** Four or more independent businesses or occupancies or principal buildings in  
132 any combination – 72 sq ft

**[Bold and underlined added.** Deleted language stricken through



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- Notes to Table 2, Parts A and B
- a. The INS column does not represent a zoning district. It applies to institutional uses permitted under the zoning code in the RR, UR and RO zoning districts. Institutional is defined as an established organization or corporation of a public, nonprofit, or public safety or benefit nature, e.g., schools churches, and hospitals.
- b. Flags of the United States, the State, the City, foreign nations having diplomatic relations with the United States, and any other flag adopted or sanctioned by an elected legislative body of competent jurisdiction. These flags must be flown in accordance with protocol established by the Congress of the United States for the Stars and Stripes. Any flag not meeting any one or more of these conditions shall be considered a banner sign and shall be subject to regulation as such.
- c. Square feet of wall frontage is defined as total square footage of wall surface, under the roof, that faces the major access or right-of-way of the business. In the case of a business located on a corner lot, square footage of wall frontage is the total square footage of wall surface, under the roof, on the side of the business with the most square footage.
- d. The PS column does not represent a zoning district. It applies to public signs permitted under the zoning code, in all zoning districts.
- e. This RO column applies only to lots in that portion of the RO district that abuts East End Road, Bartlett Street, Hohe Street, and Pennock Street. Within this area, there is allowed a maximum of 50 square feet total area of all signs (including the ground sign referred to below), except incidental, building marker, and flags (see note (b) above). One ground sign, with a maximum total area of 16 square feet, will be permitted per lot. Each ground sign shall not exceed six feet in height, measured from the base to the highest portion of any part of the sign or supporting structure.

Sign Type	RR	UR	RO	INS (a)	CBD	TC	GBD	GC1	GC2	EEMU	MC	MI	OSR	PS (e)
Animated (b)	N	N	N	N	P	P	N	P	N	P	P	N	N	N
Changeable Copy (c)	N	N	N	P	P	P	P	P	P	P	P	P	N	PH
Illumination Internal	N	N	N	P	P	P	P	P	P	P	P	P	N	N
Illumination External	N	N	N	P	P	P	P	P	P	P	P	P	N	PH
Neon (d)	N	N	N	N	P	P	N	P	P	P	P	P	N	N

**Bold and underlined added.** Deleted language stricken through



- 163 Notes to Table 3:  
164 a. The INS column does not represent a zoning district. It applies to institutional uses  
165 permitted under the zoning code, in the RR, UR and RO zoning districts. Institutional is defined  
166 as an established organization or corporation of a public, nonprofit, or public safety/benefit  
167 nature, i.e., schools, churches, and hospitals.  
168 b. Animated signs may not be neon or change colors or exceed three square feet in area.  
169 c. Changeable copy signs must be wall- or pole-mounted, and may not be flashing.  
170 d. Neon signs may not be flashing and may not exceed 32 square feet.  
171 e. The PS column does not represent a zoning district. It applies to public signs permitted  
172 under the zoning code, in all zoning districts.  
173 [Ord. 14-34 § 1, 2014; Ord. 12-26 § 1, 2012; Ord. 12-01(S)(A) §§ 2 – 6, 2012].  
174

175 Section 2: This ordinance is of a permanent and general character and shall be included in  
176 the City Code.  
177

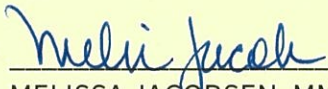
178 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA THIS 27<sup>th</sup> DAY OF JULY, 2020.  
179

180 CITY OF HOMER



181  
182  
183 KEN CASTNER, MAYOR

184 ATTEST:



185  
186 MELISSA JACOBSEN, MMC, CITY CLERK  
187  
188

189 YES: 5

190 NO: 0

191 ABSTAIN: 0

192 ABSENT: 1  
193

194 First Reading: 6-22-20

195 Public Hearing: 7-27-20

196 Second Reading: 7-27-20

197 Effective Date: 7-28-20  
198

199 Reviewed and approved as to form:



200  
201 Rick Abboud, Interim City Manager  
202

\_\_\_\_\_  
Michael Gatti, City Attorney

203 Date: 7/28/2020  
204

\_\_\_\_\_  
Date: \_\_\_\_\_