



Agenda

Port & Harbor Advisory Commission Regular Meeting

Wednesday, November 12, 2025 at 5:30 PM

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

Homer City Hall

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

Zoom Webinar ID: 954 2610 1220 Password: 556404

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

CALL TO ORDER, 5:30 P.M.

AGENDA APPROVAL

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

RECONSIDERATION

APPROVAL OF MINUTES

- [A.](#) Unapproved October 22nd, 2025 PHC minutes

VISITORS / PRESENTATIONS

- [A.](#) Matt Clark, Harbormaster -End of Season report

STAFF & COUNCIL REPORT / COMMITTEE REPORTS

- [A.](#) Port and Harbor Staff Report - November 2025

PUBLIC HEARING

PENDING BUSINESS

NEW BUSINESS

INFORMATIONAL MATERIALS

- [A.](#) November 2025 Port Operations Report
- [B.](#) October City Managers Report to Council

COMMENTS OF THE AUDIENCE (3 minute time limit)

COMMENTS OF THE CITY STAFF

COMMENTS OF THE COMMISSION

ADJOURNMENT

Next Regular Meeting is **Wednesday, December 10, at 5:30 p.m.** All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

CALL TO ORDER, 5:30 P.M.

Session 25-07, a Regular Meeting of the Port and Harbor Advisory Commission was called to order by Chair Casey Siekaniec at 5:30 p.m. on October 22, 2025, in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

PRESENT: COMMISSIONERS ATWOOD, ROTH, PITZMAN, SIEKANIEC, VELSKO,
BRADSHAW

ABSENT: COMMISSIONER FRIEND (excused)

CONSULTING: PORT DIRECTOR HAWKINS

STAFF: PORT ADMINISTRATIVE SUPERVISOR WOODRUFF, DEPUTY CITY CLERK LYNN

1. AGENDA APPROVAL

Chair Siekaniec read the supplemental items into the record and requested a motion and second to approve the agenda as amended.

MOVED TO APPROVE THE AGENDA AS AMENDED.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

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

3. RECONSIDERATION

4. APPROVAL OF MINUTES

5.B. Unapproved October 2025 PHC Minute

MOVED TO APPROVE THE MINUTES.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

5. VISITORS/PRESENTATIONS

6. STAFF & COUNCIL REPORT/COMMITTEE REPORTS

6.A. Port & Harbor FY26 YTD

- Discussed the correction of a meeting date from August 27th to September 24th, and the approval of September 2025 meeting minutes. Staff presented a comparison of harbor mortgage rates across Alaska, showing Homer's daily rate of \$1.90 per foot is higher than other harbors, and shared a proposed rate table for 2026 with a CPI increase. The discussion covered the completion of a geotechnical investigation by Hyrex Fanchen, and an invitation to bid process for cold storage units at the ice plant closing on the 30th. The conversation ended with an announcement that the Harbormasters office will no longer be open on Saturdays starting next summer, with staff seeking feedback on minimizing customer impact.

6.B. Port & Harbor Staff Report – October 2025

- Discussed staffing on Saturdays, confirming it's typically one admin, and William expressed support for a phone tree system if it connects to a real person. The group reviewed the council meeting schedule, noting a potential conflict with the EDC meeting on November 12th, and agreed to discuss rescheduling at the end of the meeting. Updates were provided on several special projects, including the selection of a contractor for the ICE metering system installation and positive developments regarding the System 4 float replacement, with engineers from RESPEC completing fieldwork and awaiting their report.

7. PUBLIC HEARING(S)

8. PENDING BUSINESS

A. Proposed changes to Port and Harbor Terminal Tarriff No. 1

PITZMAN/ATWOOD MOVE TO RECOMMEND THE TARIFF AS ITS CURRENTLY CONFIGURED TO CONSIDERATION BY THE CITY COUNCIL.

Chair Siekaniec Request the clerk to Perform a Roll Call Vote

VOTE: YES: ATWOOD, PITZMAN, SIEKANIEC, VELSKO,

VOTE: NO: ROTH

There was no discussion

Motion carried.

9. New Business

9.A. 2026 Commission Meeting Schedule

ROTH/PITZMAN MOVED TO APPROVE THE 2026 COMMISSION MEETING SCHEDULE AS WRITTEN.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

10. INFORMATIONAL MATERIALS

10.A. September 2025 Port Operations Report

10.B. Q2 Statistics for the Homer Harbor

10.C. September City Managers Report to council

11. COMMENTS OF THE AUDIENCE (3 minute time limit)

- Robert Roth, City resident, talks about his concerns for the harbor and makes a point to talk about lowering the harbor rates.
- Mary Grizwald Homer Harbor User points out errors on the previous months' minutes to be corrected.
- Steve Roth opposes rate increases and is in favor of building a new steel grid for boat maintenance. Roth thanks the commission for their hard work.

12. COMMENTS OF THE CITY STAFF

- Harbor director Hawkins clarifies that the rate increases in the harbor are simply inflation .

-

13. COMMENTS OF THE MAYOR/COUNCILMEMBER

14. COMMENTS OF THE COMMISSION

Commissioner Atwood thanked the city staff for all their hard work, adding that it was a good meeting.

Commissioner Pitzman appreciates Commissioner Roth bringing up questions and debating.

15. ADJOURNMENT

There being no further business to come before the Commission, Chair Siekaniec adjourned the meeting at 6:27 p.m. The next Regular Meeting is Wednesday, November 12, 2025, at 5:30 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

Scott Lynn, Deputy City Clerk I

Approved: _____

November 12, 2025

2025 Season Summary Port & Harbor Commission





- 8-10 million sockeye return to the Cook Inlet
- Seiners fishing off Land's End for two weeks
- Increased moorage from tenders
- Challenges in vessel traffic & communication

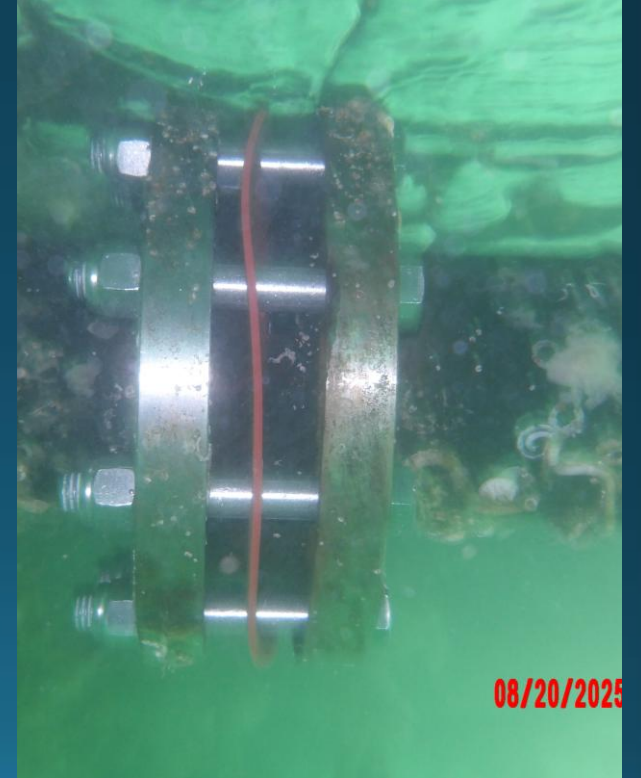




The Homer ice plant produced 2,600 tons of ice in July ⁹ August and a record breaking 4,000 tons for the year . It served a critical roll in south-central region commercial salmon fishery.



In 2025, the port of Homer created an in-house maintenance diving program. The photos feature the successful repair of a ruptured flange of a four-inch water supply line. The repair took about one hour and prevented water waste, utility costs, and service disruption to customers.





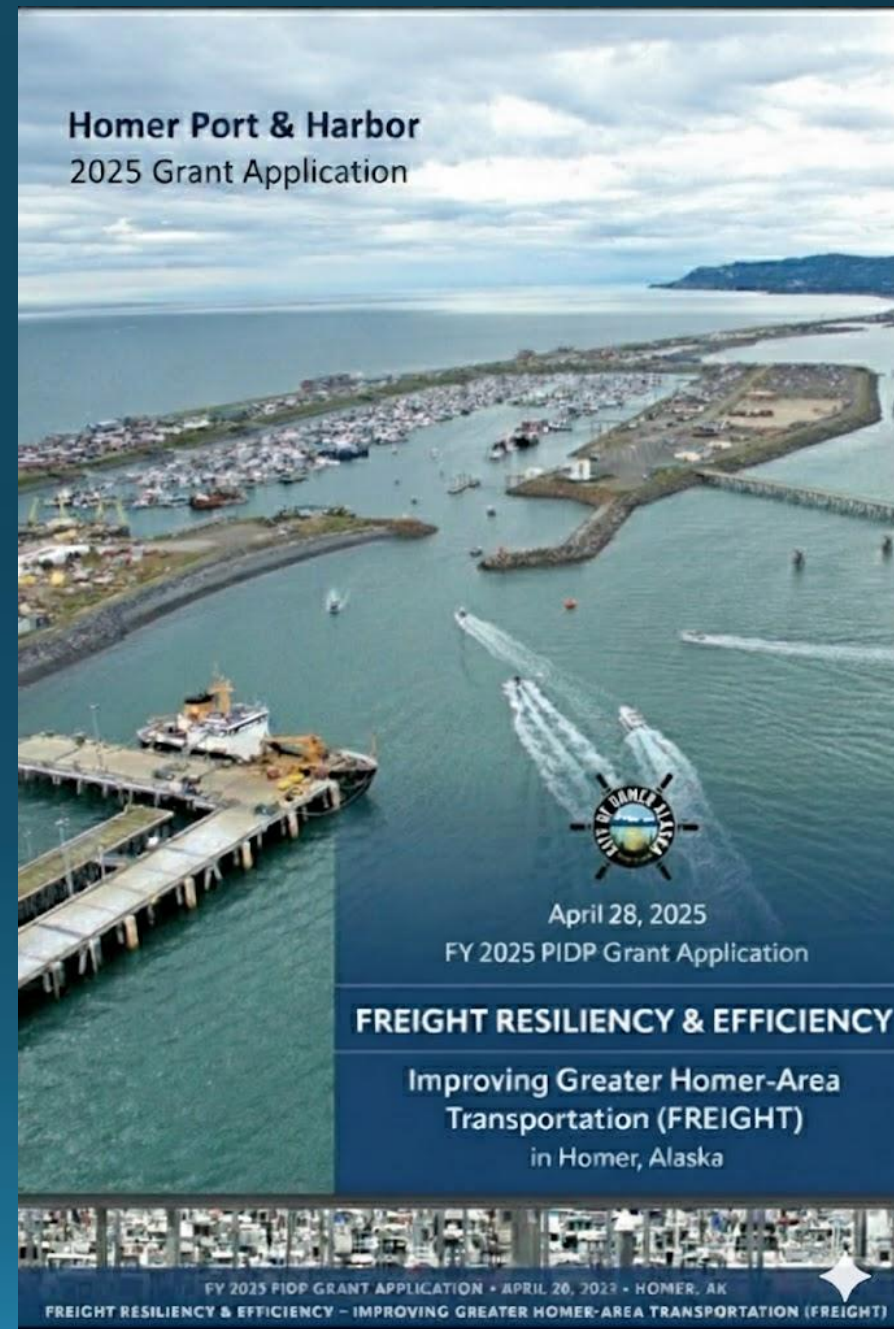


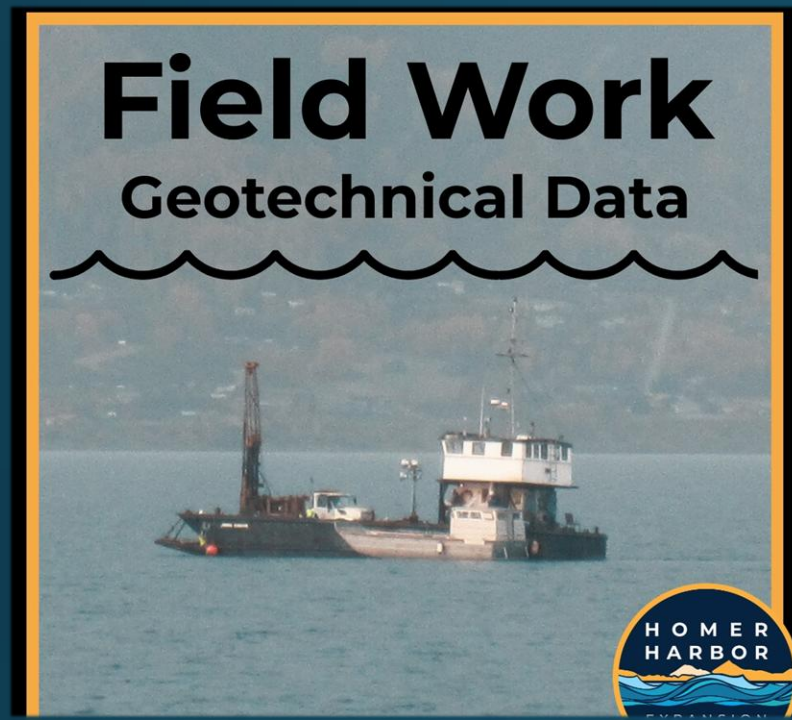
Approximately 30 floatation billets were installed and 10" of freeboard raised on the float system.



2025 Port Infrastructure & Development Program Grant Application:

- Replacing CC, DD, EE, FF, and GG floats
- Replacing Ramp 6 with a 100' Gangway
- Adding BB float and Expanding Moorage Capacity
- Expanding Shore Power Electricity & Potable Water Utilities to all Float Systems





The On-going Homer Harbor Expansion Project Involving a General Investigation with the USACOE is now in its third year. We achieved project milestones in selecting alternative 2 for the harbor basin and completed the core sampling component of the geotechnical work.

Project Management. The city of Homer and ADF&G staff pose in front of the newly constructed fish grind building supporting ADEC permitted discharge of fish processing waste. Funding in-part was made possible through a Dingle-Johnson grant.





Uplands Management:

- 30 Ground Leases
- Marine Repair Facility
- Parking Lots
- Campgrounds

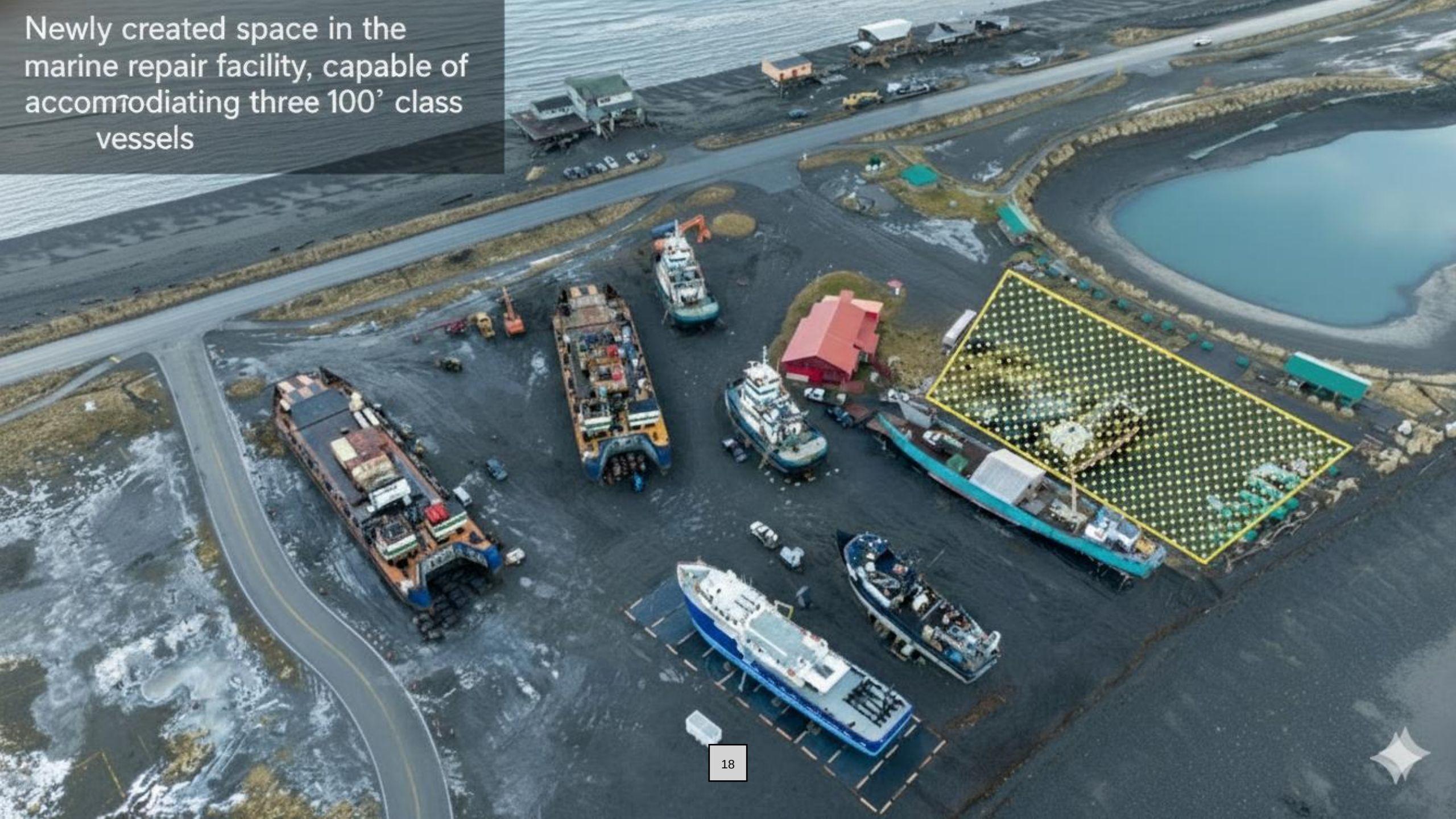




Homer's Marine Repair Facility

In 2025, the six-acre facility provided room for the Vitus Marine tug & fuel barge fleet, two coastal freight and five commercial fishing vessels.

Newly created space in the
marine repair facility, capable of
accommodating three 100' class
vessels





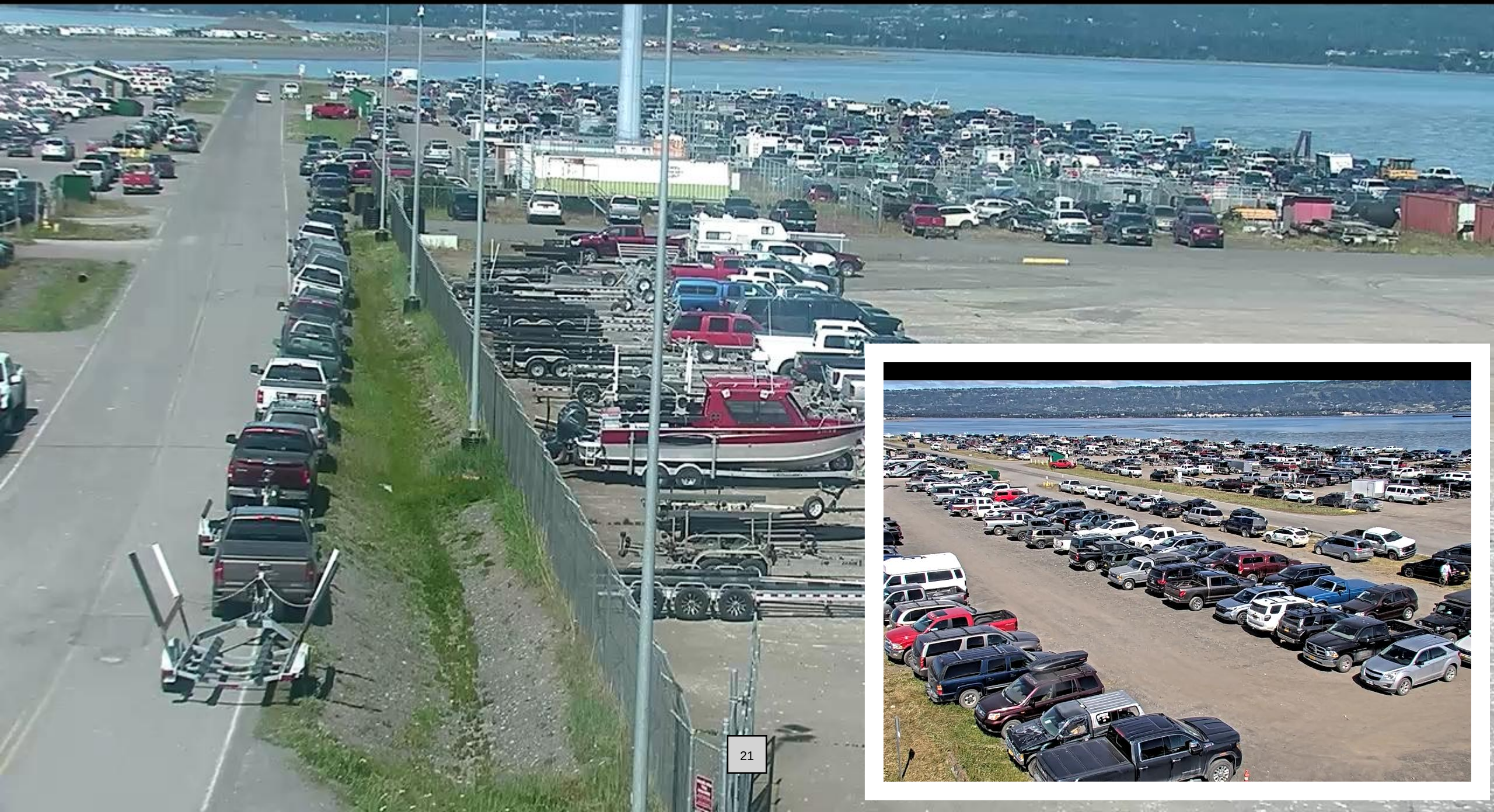
Events & Cruise Ships



Harborfest 2025

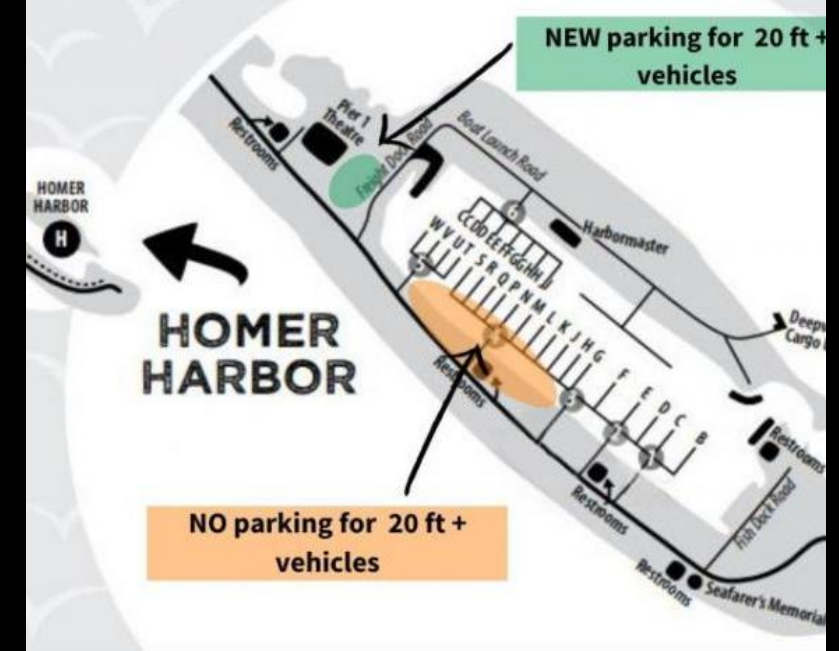


11 Cruise Ship Landings





we-love-rv-ing.com



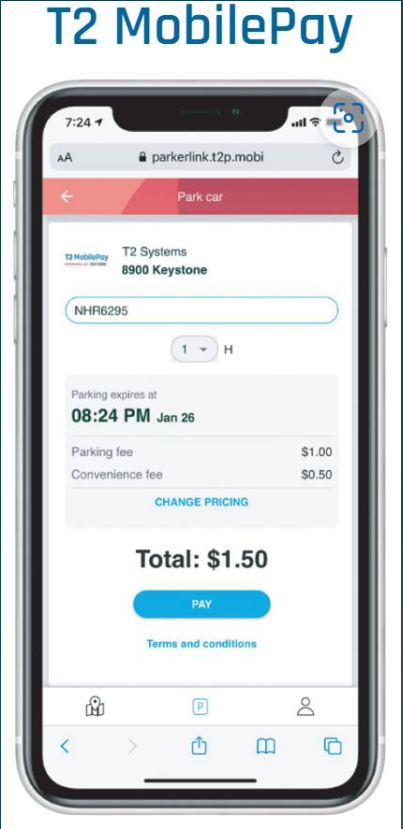
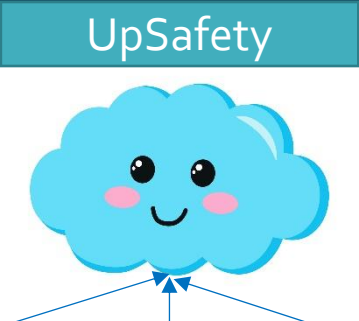
Managing Parking Lot Congestion and the Benefit of the Whale Lot



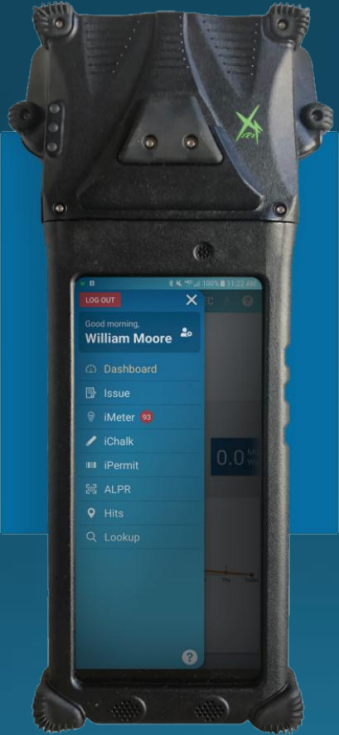
Parking Statistics 2023 - 2025

Citations 2023 - 2025							
Year	Total Citations Issued	Total Citations Dismissed	Paid Citations	Unpaid Citations	Citation Fee	Annual Revenue	Notes
2023	786	69	418	299	\$25.00	\$12,382.00	
2024	791	77	271	443	\$25.00	\$7,655.00	
2025	2090	126	849	1115	\$25.00	\$25,107.00	Jan 1, 2025 to Oct 15, 2025
Total	3667	272	1538	1857		\$45,144.00	
*Paid late fees are included in revenue, but not individually accounted for							
Parking Permit Revenue 2023 - 2025							
Year	Long-Term Parking Permit	Fee Pay Seasonal Permit	Monthly Permit	Weekly Permit	Annual Airport Permit	Annual Revenue	Notes
2023	\$33,800.00	\$12,500.00	\$3,530.00	\$75.00	\$3,000.00	\$52,905.00	
2024	\$32,650.00	\$10,850.00	\$2,060.00	\$2,250.00	\$6,000.00	\$53,810.00	
2025	\$22,850.00	\$13,050.00	\$2,380.00	\$3,200.00	\$2,500.00	\$43,980.00	Jan 1, 2025 to Oct 15, 2025
Total	\$89,300.00	\$36,400.00	\$7,970.00	\$5,525.00	\$11,500.00	\$150,695.00	
*Long term parking permit includes discounted rate for harbor tenants							
Mobile Pay Revenue 2023 - 2025							
Year	Ramp 1	Ramp 2	Ramp 3	Ramp 4	Steel Grid	MobilePay Undefined	Annual Revenue
2023	\$17,440.00	\$50,300.00	\$18,900.00	\$7,473.00	\$0.00		
2024	\$18,490.00	\$49,770.00	\$16,780.00	\$8,930.00	\$2,550.00	\$6,730.00	
2025	\$16,760.00	\$48,000.00	\$16,190.00	\$9,120.00	\$2,510.00	\$8,650.00	
Total	\$52,690.00	\$148,070.00	\$51,870.00	\$25,523.00	\$5,060.00	\$283,213.00	
Campgrounds Revenue 2023 - 2025							
Year	Fishing Hole Campground	Mariner Park Campground	Tent Camping	Annual Revenue	Notes		
2023	\$125,690.00	\$92,240.00	\$10,200.00	\$228,130.00			
2024	\$115,764.00	\$87,150.00	\$11,580.00	\$214,494.00			
2025	\$112,440.00	\$86,350.00	\$10,930.00	\$209,720.00			
Total				\$652,344.00			

How We Do It:



Text To Pay



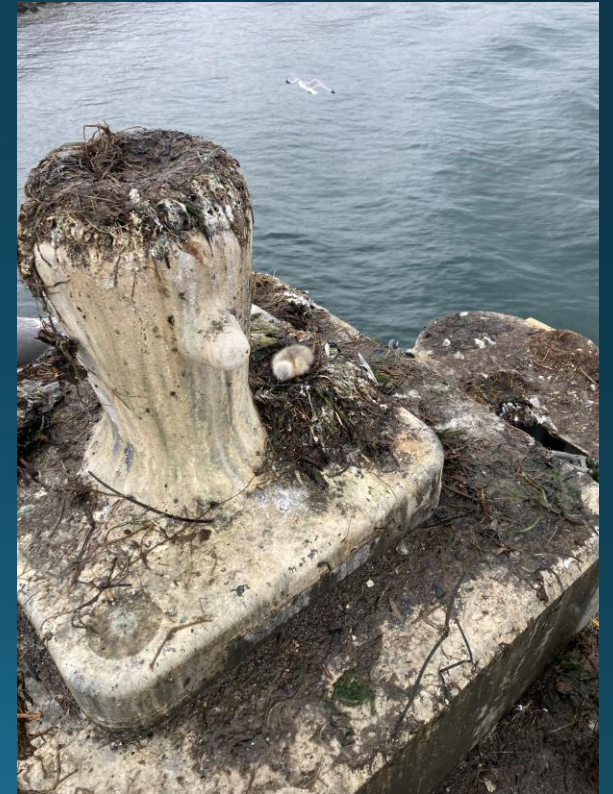
X2 Digital Enforcement Device



Kiosks

Luke II Pay Station Kiosk

What to do we
do about the
birds?



CITY OF HOMER, ALASKA

ORDINANCE 10.06 & CHAPTER 5.38

PROHIBITING INTENTIONAL FEEDING OF BIRDS



DO NOT FEED:

- EAGLES
- CROWS
- RAVENS
- GULLS
- OTHER PREDATORY OR SCAVENGER BIRDS

IT'S THE LAW!

Protecting Wildlife & Our Community

PROTECT OUR MARINE MAMMALS

DO NOT FEED WILD ANIMALS



CITY OF HOMER ORDINANCE
10.08.020 PROHIBITS:

Feeding, attempting to feed, or
enticing marine mammals
with food.

WHY IT MATTERS:

- 1. HARMS ANIMAL HEALTH
- 2. LEADS TO DEPENDENCY
- 3. INCREASE HUMAN INTERACTION RISKS
- 4. ALTERS NATURAL BEHAVIOR

REPORT VIOLATIONS: HOMER POLICE DEPT.

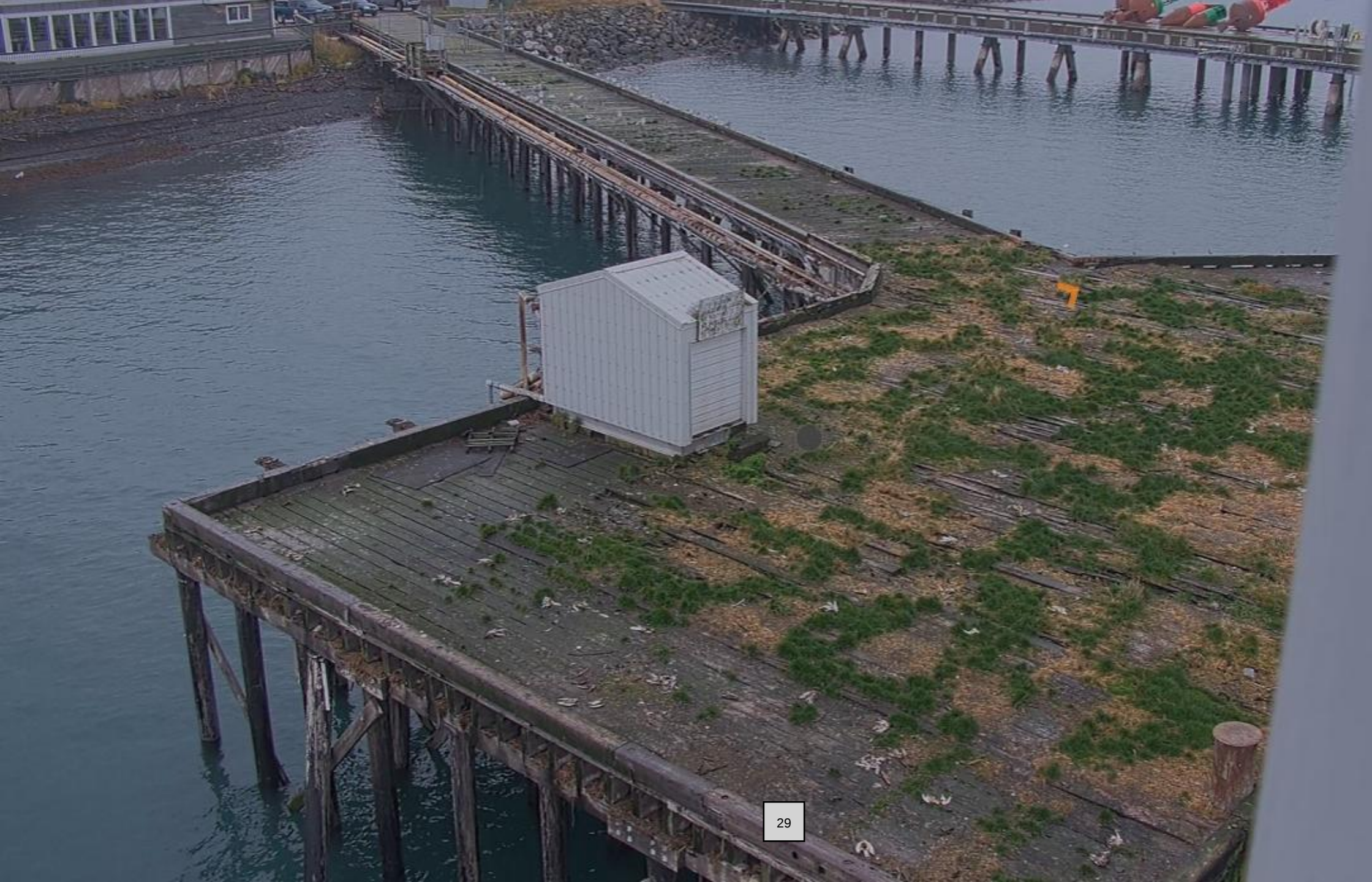




Examples of best management practices incorporated into port & harbor facilities. Fish cleaning tables and dumpsters were once uncovered no webbing, roofs or lids.







November 16, 2024

High Tide 23' at 2:00 pm

West Winds 25-30 knots

Seas 6' to 8'

Hazardous driving conditions including breaking waves, flying debris and rock caused a four-hour road closure during the high tide.

Waves are impacting the boardwalks and scouring the ocean-side properties.

And, this is not a perfect storm.....

The Glacier
Drive-in
Restaurant,
Tackle Shack,
ADOT Highway
Right of Way
Parking Lot, and
severed city of
Homer utilities.



The storm surge undercut the highway and washed out several areas of the southbound lane



QUESTIONS?



City of Homer

www.cityofhomer-ak.gov

Port and Harbor

4311 Freight Dock Road

Homer, AK 99603

port@cityofhomer-ak.gov

(p) 907-235-3160

(f) 907-235-3152

Port & Harbor Special Project Status Updates Nov. 2025

Paid Parking Program Planning & Permitting	Project in progress	Working with ADOTPF to update TORA to allow for paid parking
Ice Metering System	Project in Progress	Installation in progress
System 4 Float Replacement Design & Permitting	Design in Progress	Design at 50%, Design-build RFP closes November 7 th
Steel Grid Repair or Replacement	Project in Progress	Evaluation completed, awaiting report
Refloat DD Float	Project Complete	Project Complete
Crane Control Software	Project Funded	Exploring Software Options; considering RFP for custom built software
Handheld Computer Replacement	Project Complete	Computers are in use; Harbor Officers are finding efficient tools to work with the new equipment
Repairs to Fish Dock Fendering	Project Funded	Identifying suppliers for fendering
High Mast Light Inspection and Service (2 lights)	Project funded	Identified lights to service, now planned for spring completion.

Status Categories:

Seeking design funding Design funded Design Contract Awarded Design in progress Design complete	Seeking project funding Project Funded Project Contract Awarded Project in Progress Project Complete
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Memorandum

To: Port and Harbor Advisory Commission
From: Amy Woodruff, Port Administrative Supervisor
Date: November 5, 2025
Subject: November Staff Report

Homer Harbor Expansion

See attached update.

Denali Commission Grant - System 4 Float Replacement Design & Permitting

The RFP for the design-build project closes on Friday, November 7th. Proposals will be under review by the time we meet next Wednesday November 12th, and the goal is to accept the winning proposal at the second November Council meeting.

2026 Cold Storage ITB

All of the City's available cold storage lockers were awarded to bidders for the 2026 season through the ITB process.

AAHPA Conference in Juneau October 2025

At the 2025 AAHPA Conference, Harbormaster Matt Clarke was honored with the Harbormaster of the Year award. Congratulations, Matt!

Staffing Changes at the Harbor

This is my final packet that I will produce as the Port Administrative Supervisor / Staff Liaison, I look forward to working with you as the new City Clerk!

Attachments

Project Updates

City Council HHE Report 10/27/25



City of Homer

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Homer Harbor Expansion General Investigation Update

Item Type: Informational Memorandum

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

Date: October 23, 2025

From: Jenny Carroll, Special Projects & Communications Coordinator

Through: Melissa Jacobsen, City Manager

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

Background: Following the announcement of the new US Army Corps of Engineers' policy requiring General Investigation (GI) studies to reach 35% design level, the Project Development Team (PDT) initiated revisions to the Project Management Plan's scope, schedule and budget to accomplish the new design standards, while awaiting official guidance from USACE Headquarters regarding how to implement the policy change. My September 17, 2025 HHE GI update reported a tentative budget increase of approximately \$880K and a 7-month extension of the study's timeline.

Update: At the October 22, 2025 PDT meeting, we learned that guidance from USACE Headquarters is getting firmed up now that the new Assistant Secretary of the Army for Civil Works, Adam R. Telle, is established in his role. PDTs are being directed to meet the new 35% design mandate within the existing study timeframe and with minimal budget increases by removing or streamlining internal procedural tasks within the PMP, such as shortening or combining internal review periods, while still maintaining compliance with all legal study requirements, including a full public comment period.

The Pacific Ocean Division and Headquarters are systematically working through an ordered list of Alaska District projects to review amended PMPs. The Homer Harbor GI has not yet come up in the review queue. The Alaska District is currently preparing its suggested course of action for the Homer Harbor GI PMP discussion, which is anticipated to occur in November.

Once we learn whether any additional local sponsor matching funds are required, staff will be prepared, if applicable, to present an Ordinance to appropriate City funds and a Resolution supporting the State's share in the match for City Council consideration.

Current Study Activities:

- **Geotechnical core sampling:** Last week, contractors completed collection of core samples at eight locations throughout the study area. The samples have been sent to a laboratory for analysis of sea floor material type, density, and strength. This data will help engineers understand ground conditions and inform breakwater design requirements. Seabed samples were also collected to analyze whether dredged material may be suitable for beneficial uses such as uplands or beach nourishment.
- **Economics:** The PDT completed their Cost-Effectiveness/Incremental Cost Analysis (CE/ICA). This is a required tool to evaluate and compare different project alternatives to find the most efficient and justified solution. The CE/ICA will undergo Agency Technical Review for approval in early November.

City of Homer staff:

- Attended twice-monthly USACE Project Development Team meetings.
- Assisted with letters to the Alaska Congressional Delegation providing an update on the study, the 35% design policy change and requests for support for:
 - expedited agency approval process of the revised Project Management Plan,
 - federal mechanism to provide additional study funding if needed, and
 - maintaining USACE staffing levels moving forward to prevent operational disruptions that could impact the USACE study timeline.
- Met with Senator Murkowski's staff on 10-15-2025 and Representative Begich's staff on 10-23-2025.
- Ongoing Communications/Outreach: Information and updates about the study are being disseminated through the Homer Harbor Expansion website, the City of Homer Facebook and Instagram pages and through HHE email subscriber list as needed.

November 2025 Operations Report

Ice Plant Shut Down for the 2025 Season Nov 3rd

Ice Plant

- Down time refrigeration equipment inspections.
- New Ice production and delivery panels install
- Ongoing crane inspections and service happening this month.
- Keeping up with work orders.
- Building and grounds winter maintenance.

Port Maintenance

- Ongoing electric pedestal Maintenance.
- Ongoing Docks and Harbor infrastructure inspections and repairs.
- Keeping up with recurring monthly work orders.
- Used oil collecting
- Snow removal equipment service and operational checks

Operations

- Harbor occupancy is currently around 400 vessels
- Staff attended the Alaska Association of Harbormasters conference in Juneau
- Campgrounds are closed for the season
- Marine Repair Facility currently has 4 vessels
- Staff partnered with HVFD for fire training at the Port
- Staff responded just outside of the Harbor entrance for a vessel that was broke down, and towed it to the launch ramp
- Renewal for Alaska Clean Harbors certification has begun
- Pioneer Dock and Deep Water Dock landings included vessels: AMHS Tustumena; CISPRI Endeavor; Kate Frances; Ann T Cheramie; Perseverance; and USCGC Aspen.



City of Homer

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Office of the City Manager

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Memorandum

TO: Mayor Lord and Homer City Council
FROM: Melissa Jacobsen, City Manager
DATE: October 23, 2025
SUBJECT: City Manager's Report for October 27, 2025 Council Meeting

Homer All-Ages and Abilities Pathway (HAAP) Project Update

I am pleased to report positive momentum on the HAAP project. On October 16, Council Member Parsons and city staff met with Romo Marasigan, Alaska Department of Transportation (ADOT) Planner for Homer, and two engineers from the Department of Natural Resources for a site visit of the HAAP project. Mr. Rys Miranda and Mr. Rangell Soriano of the Department of Natural Resources, State Parks Division, will develop the design, and Mr. Soriano, as Project Manager, will also possibly provide construction management on the project for ADOT.

The purpose of the visit was to conduct a comprehensive walkthrough of the original project scope, with particular attention to the City's prioritized HAAP sections for development under the Transportation Alternatives Program grant. This on-site visit allowed the state team to gain knowledge of the terrain and discuss existing conditions and specific challenges with Public Works staff in order to develop a more accurate project cost estimate. This information will be essential as we move forward with negotiating the Memorandum of Agreement (MOA) for the project. Once the MOA has been reviewed by the State's law division, it will come to the City for review in consultation with the City Attorney.

We appreciate the collaborative partnership between ADOT and DNR, and will be very excited to see meaningful progress on this project that will fill critical gaps in our sidewalk network to enhance safety and accessibility for all users.



ENSTAR Homer Line Extension Surcharge

There have been comments from Council and the public regarding the ENSTAR Homer Line Extension Surcharge. A copy of the Calculation Example Schedule is attached to this report. Let me know what specific questions you have about this report, and I'll follow up with ENSTAR and report back at a future meeting.

Welcome Aboard Homer Volunteer Fire Department Chief Jager!

Our new Fire Chief, Dan Jager, started last Monday the 20th. Chief Jager comes to us from Capital Fire and Rescue in Juneau, AK. He is a lifelong Alaskan who started his career as a volunteer fire fighter and worked his way up the ranks as Senior Captain, Lieutenant, and Assistant Fire Chief. He also has extensive experience serving in the roles of Fire Marshal and Fire Investigator/Prevention Officer. He's currently working in Juneau, and has also served in Cordova, Fairbanks/North Pole, Valdez, Anchorage, and in Washington State.

City Manager Meetings and Events:

October 21st – Landslide Hazard Presentation

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

Attachments:

- October Employee Anniversaries
- Homer Harbor Expansion Monthly Report
- ENSTAR correspondence