



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

City of Homer Agenda

Economic Development Advisory Commission Regular Meeting

Tuesday, May 10, 2022 at 6:00 PM

Cowles Council Chambers In-Person & 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 ON MATTERS ALREADY ON THE AGENDA (3 minute time limit)

RECONSIDERATION

CONSENT AGENDA (Items listed below are considered routine and non-controversial by the Commission and are approved in one motion. If a separate discussion is desired on an item, a Commissioner may request that item be removed from the Consent Agenda and placed on the Regular Agenda under New Business.)

- A. April 12, 2022 Regular Meeting Minutes **Page 3**

VISITORS/PRESENTATIONS (10 minute time limit)

- A. Comprehensive Plan Review – Julie Engebretsen, Economic Development Manager **Page 8**

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

- A. EDC Staff Report
- B. Homer Chamber of Commerce Report
- C. Kenai Peninsula Economic Development District (KPEDD) Report

PUBLIC HEARING

PENDING BUSINESS

- A. Pioneer Gateway Revitalization Project Update (HERC) **Page 9**
 - i. Letter from Tim Joyce **Page 10**
- B. Balance of Quality of Life, Change, & Community Growth Discussion **Page 11**
 - i. Weaknesses & Threats to Homer’s Quality of Life Worksheet **Page 13**
- C. Housing Staff Report **Page 14**

NEW BUSINESS

- [A.](#) EDC Meeting Schedule for Summer 2022 **Page 15**
- [B.](#) Strategies for Deploying HART Road/Trails Funds to Accelerate Non-motorized Transportation & Road Repair **Page 16**
 - i. Attachments 1 – 4 Roads & Trails Maps **Page 22**
 - ii. Road Financial Plan Spreadsheet **Page 26**
 - iii. Draft Ordinances **Page 29**

INFORMATIONAL MATERIALS

- [A.](#) EDC 2021-2022 Strategic Plan/Goals **Page 38**
- [B.](#) Port & Harbor Advisory Commission Strategic Plan & Goals for 2022-2023 **Page 40**
- [C.](#) Sales Tax Reminder Flyer for Short Term Vacation Rentals **Page 42**
- [D.](#) City Manager’s Report for April 11, 2022 **Page 43**
- [E.](#) City Manager’s Report for April 25, 2022 **Page 46**
- [F.](#) EDC 2022 Calendar **Page 49**

COMMENTS OF THE AUDIENCE (3 minute time limit)

COMMENTS OF THE CITY STAFF

COMMENTS OF THE COMMISSION

ADJOURNMENT

Next Regular Meeting is **TUESDAY, JUNE 14, 2022 at 6:00 p.m.** All meetings are scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

Session 22-04 a Regular Meeting of the Economic Development Advisory Commission was called to order by Vice Chair Adele Person at 6:07 p.m. on April 12, 2022 at the Cowles Council Chambers, City Hall located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

PRESENT: COMMISSIONERS SPEAKMAN, GAMBLE, AREVALO, CHEROK, PERSON, BROWN, MARKS (arrived at 6:11 p.m.) AND STUDENT REPRESENTATIVE PEARSON

STAFF: ECONOMIC DEVELOPMENT MANAGER ENGBRETSEN
DEPUTY CITY CLERK TUSSEY

The Economic Development Advisory Commission met in a worksession from 5:08 p.m. to 5:43 p.m. prior to the meeting for annual commission training facilitated by City Clerk Jacobsen.

AGENDA APPROVAL

AREVALO/GAMBLE MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENTS ON MATTERS ALREADY ON THE AGENDA

RECONSIDERATION

CONSENT AGENDA (Items listed below are considered routine and non-controversial by the Commission and are approved in one motion. If a separate discussion is desired on an item, a Commissioner may request that item be removed from the Consent Agenda and placed on the Regular Agenda under New Business.)

A. March 8, 2022 Regular Meeting Minutes

Vice Chair Person read the Consent Agenda and requested a motion.

AREVALO/GAMBLE MOVED TO APPROVE THE CONSENT AGENDA.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

VISITORS/PRESENTATIONS

STAFF & COUNCIL REPORT/COMMITTEE REPORTS

A. EDC Staff Report

Commissioner Marks arrived at 6:11 p.m.

Economic Development Manager Engebretsen spoke to her written report, highlighting the following:

- A snapshot of the City budget to better understand municipal finances

- Public Works applied for an AARP grant for wayfinding and streetscape improvements
- The EDC Strategic Plan will be on the August agenda
- Notable events including new department restructuring and Ms. Engebretsen's new title as Economic Development Manager

B. Homer Chamber of Commerce Report

Vice Chair Person and Economic Development Manager Engebretsen commented on the Winter King Fishery events and the reason that the Chamber Director Brad Anderson was not in attendance.

C. Alaska Small Business Development Center (AKSBDC) Quarterly Report

Commissioner Marks noted that when approving the funding for the SBDC position, City Council required the position provide quarterly reports. Economic Development Manager Engebretsen confirmed that this report had already gone to Council and no further action is required by EDC.

D. Kenai Peninsula Economic Development District (KPEDD) Report

Commissioner Marks reported on the KPEDD Board's retreat. They primarily looked at the future of KPEDD with funding and staffing possibilities, acted as support for the University of Alaska's Business Center, helping with Borough and State CEDS, and continue as KPEDD Board and staff to work on the Borough's resiliency planning.

E. Homer Marine Trades Association (HMTA) Report

Vice Chair Person noted there was an article provided in the packet.

PUBLIC HEARING

PENDING BUSINESS

A. Pioneer Gateway Revitalization Project Update (HERC)

Vice Chair Person introduced the agenda item by the reading title and deferred to Economic Development Manager Engebretsen.

Ms. Engebretsen gave a presentation update on where the City is at with the Pioneer Gateway Revitalization project and noted that this EDC meeting is the last public comment opportunity where people can come and attend. She recapped the public engagement that took place throughout March and April, the new Option C for a smaller building that was proposed, and the end goal of wrapping this phase of the project up and provide choices for next steps/funding opportunities.

Ms. Engebretsen responded to questions from the commissioners and facilitated discussion on the following topics:

- Funding assistance for clearing out the hazardous wastes on the property
- Phases of the project, next steps, and continuation of gathering public comments through the online survey
- Plans for using renewable energy sources in this project
- What interests were shown from the survey for the use of the facility (beyond pickleball)
- How this survey was advertised

Vice Chair Person clarified that there will be an opportunity at the end of the meeting for public comments.

B. Balance of Quality of Life, Change, & Community Growth Discussion

Vice Chair Person introduced the agenda item by the reading title and deferred to Economic Development Manager Engebretsen.

Ms. Engebretsen provided an overview of the commission's discussion at the last meeting where they identified what they felt were strengths that contribute to Homer's quality of life. She explained how she organized the quality of life themes and information, and that the next step is to identify weaknesses or threats.

Commissioners shared three to five "weaknesses and threats". Primary issues included lack of sustainable/affordable housing, storm drainage/maintenance, risks of losing the "feel" of Homer, poor infrastructure/transportation, costly utilities, outdated zoning, low availability of vocational training, human effect on natural environment, and low diversity.

Part of the discussion provided topics of opportunities, such as:

- Education on what government does
- A planning department assessment; new subdivision/opportunities
- Allow greater investment for worker/affordable housing
- Rezone to allow more housing and tiny homes, etc.
- Addiction education; resources, outreach, networking
- Tax breaks to encourage growth by certain groups that could improve commerce. Tax break for developers geared to multi-family homes.
- Reduced property tax rate to entice mid-career small business owners to move here

Ms. Engebretsen spoke to the next step of the Strengths, Weakness, Opportunities, Threats (SWOT) analysis and what she plans to bring to the commission at their next meeting.

C. Housing Education Staff Report

Vice Chair Person introduced the agenda item by the reading title.

Economic Development Manager Engebretsen explained where City Council is at right now on the topic of housing and suggested the commission postpone this agenda item until they have more information from Council and the final report from their annual visioning worksession.

Vice Chair Person spoke to public discussion that she read through on the Homer Communication Facebook page regarding housing issues and Airbnb's not fully contributing to local sales tax. Commissioner Speakman shared her experience with how the taxing system works when setting up an Airbnb listing.

Commissioner Marks commented on how there is a need for housing education and how to be a proper business owner if they're getting into renting. Ms. Engebretsen noted that the City has been taking steps to help provide information to potential landlords/property businesses.

NEW BUSINESS

A. Election of EDC Officers

Vice Chair Person introduced the agenda item by the reading title. Deputy City Clerk Tussey explained the election process and clarified that Vice Chair Person may facilitate the elections for both officer positions if the commission as a whole was in support of it. Given Commissioner Marks was unable to chair the meeting due to her Zoom connection, the commission agreed to let Commissioner Person run both elections.

Vice Chair Person asked for a motion to determine the EDC's method of voting for the elections.

AREVALO/BROWN MOVED TO HOLD ELECTION BY SHOW OF HANDS.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Vice Chair Person opened the floor for Vice Chair nominations.

Commissioners Person, Arevalo, and Brown were nominated. Commissioners Person and Arevalo declined to serve if elected due to other obligations.

With no other nominations called out, the commission unanimously elected Commissioner Brown as Vice Chair. Commissioner Person agreed to continue running the meeting.

Acting Chair Person opened the floor for Chair nominations.

Commissioner Marks was nominated; she agreed to accept the position.

With no other nominations called out, Acting Chair Person announced Commissioner Marks as Chair.

INFORMATIONAL MATERIALS

- A. EDC 2021-2022 Strategic Plan/Goals
- B. Memo 22-022 EDC Reappointments of Deborah Brown & Jay Cherek
- C. Ordinance 22-16 ADA Access Improvements for Nick Dudiak Fishing Lagoon
- D. City Manager's Report for March 14, 2022
- E. City Manager's Report for March 29, 2022
- F. EDC 2022 Calendar

Acting Chair Person noted each of the informational materials.

COMMENTS OF THE AUDIENCE

Tim Joyce, non-resident, was interested in attending to see what the commission was discussing. He commented on their discussion of weaknesses and how he sees Homer having a lack of economic diversity; we are too touristy/seasonal. He commented on the HERC project and the need for a larger facility to accommodate year-round activities, appreciated the comment about having more vocational education, and encouraged more winter-related activities.

COMMENTS OF THE CITY STAFF

Economic Development Manager Engebretsen thanked everyone for their time and the concise meeting.

Deputy City Clerk Tussey thanked everyone and congratulated Commissioners Brown and Cherok for their reappointments, and the newly elected officers.

COMMENTS OF THE COMMISSION

Commissioner Speakman commented on how her boardwalk is getting busy and it feels like the calm before the storm.

Commissioner Arevalo commended Economic Development Manager Engebretsen for spearheading the SWOT analysis and appreciated this approach. She spoke to how through the homework assignments it takes many of the philosophical topics they were discussing and turns them into a very useful use of these meetings. She commented on Mr. Tim Joyce’s comment regarding year round fisheries and agreement of having the community center be focused towards conferences.

Commissioner Brown thanked Economic Development Manager Engebretsen and Deputy City Clerk Tussey for all their work and the audience for showing up and making comments.

Commissioner Gamble congratulated the newly elected officers and thanked them for their work. He congratulated Economic Development Manager Engebretsen on her new position and hopes the new status takes effect sooner rather than later; the topics they’re discussing are important and Homer is going to change so that’s why they are there to guide the “how”. He fully agrees to have a larger sized facility to bring in wintertime conferences and see more year-round businesses. He thanked everyone for their time and input.

Commissioner Person commented on the things Homer has to offer. She noted that Pier One is offering youth camps, HOWL has their dirtbag clean-up program next weekend, there are two artists in residence at Bunnell Street Gallery with one giving a concert, a community effort called Draw Down which is seeking local solutions to climate change is offering an open meeting to the public on April 27th, and all the work being done on city trails. She thanked City Staff and Commissioner Brown for willing to be Vice Chair.

Commissioners Cherok, Marks, and Student Representative Pearson had no comments.

ADJOURN

There being no further business to come before the Commission, Acting Chair Person adjourned the meeting at 7:34 p.m. Their next regular meeting is Tuesday, May 10, 2022 at 6:00 p.m. All meetings are scheduled to be held in the City Hall Cowles Council Chambers and via Zoom Webinar.

RACHEL TUSSEY, CMC, DEPUTY CITY CLERK II

Approved: _____



City of Homer

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Planning

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(p) 907-235-3106

(f) 907-235-3118

TO: Economic Development Advisory Commission
FROM: Julie Engebretsen, Economic Development Manager
DATE: May 4, 2022
SUBJECT: Review of the 2018 Comprehensive Plan

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

At the meeting, we will use the City website to go through the highlights of the plan. No action is requested from the Commission. The purpose of reviewing the plan is to familiarize the EDC with City facilities/services and long-term economic development plans. I expect to spend 15 minutes on the plan during the meeting.

<https://www.cityofhomer-ak.gov/planning/2018-homer-comprehensive-plan>



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TO: Economic Development Advisory Commission
FROM: Julie Engebretsen, Economic Development Manager
DATE: May 4, 2022
SUBJECT: Pioneer Gateway Revitalization Project Update (HERC)

Requested Action: No action!

Update

I gave a presentation to City Council on April 25th and have more meetings with them on May 9th right before the EDC meeting. I will provide EDC with a verbal update.

Also, a member of the public provided written comments to Council – it's from one of the citizens that visited the last EDC meeting. The EDC rarely inspires letters from the public, so view this as a success for the Commission 😊

Attachment

Letter to City Council from Tim Joyce

Tim Joyce
40797 Stacey Street
Homer, Alaska
99603

City of Homer
491 Pioneer Ave
Homer, Alaska
99603

Honorable Mayor and City Council:

I recently attended an Economic Development Commission meeting held on April 12. Two topics on the agenda were of interest to me. The first was the Gateway Revitalization Project (HERC) and the second was the Balance of Life, Change and Community Growth Discussion. I provided public testimony regarding these two topics, but I would like to summarize to you my thoughts regarding these two topics.

I found the Commission's thoughts on challenges and opportunities to Homer very thought out and interesting. I did provide one item I thought should be included, and that would be to look for ways to diversify Homer's economy in the winter. Homer's economy is primarily based on summer tourism. Tourism today is a robust industry, but it can be unsettling when situations occur such as the Covid-19 outbreak and how it affected tourism in 2020. The other more pressing problem is that tourism is a summer activity and the economy slows greatly in the winter months. If there was economic activity in the winter that would provide year round jobs instead of seasonal jobs some of the other issues such as lack of affordable housing could be addressed because of higher incomes. A winter economy then brings me back to the other agenda item regarding the HERC.

The Revitalization Project should consider ways to attract people to Homer in the winter months. There are around 400 societies or associations that meet annually or biannually in Alaska. Providing a meeting facility that could cater to those groups would bring people and revenue to Homer. Hotels and restaurants would keep staff on to accommodate the increase in out of town people. Car rentals would increase. The list goes on. Another way to bring people to town in the winter is to have athletic tournaments, such as pickleball, basketball and other indoor sports. The design of the HERC replacement should consider such activities. Not only will the new HERC meet the local recreational needs, but could also be used to bring in people from outside the community to spend money in Homer expanding the economy in the winter months. It could be called winter tourist if you like.

Thank you for your time.

Tim Joyce



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(f) 907-235-3118

TO: Economic Development Advisory Commission
FROM: Julie Engebretsen, Economic Development Manager
DATE: May 4, 2022
SUBJECT: Balance of Quality of Life, Change & Community Growth Discussion

Commission Goal: View economic development through the lens of balancing growth with quality of life. We are using a SWOT analysis approach - strengths, weakness, opportunities, threats.

Recap from last meeting: The Commission did a great job identifying quality of life weaknesses and threats. The worksheet is attached.

Next Steps: Identify opportunities! We will do a spreadsheet on the big screen like we did at the last meeting. Our four categories are natural environment, built environment, business/nonprofit climate, and social strengths.

Homework: Identify 3-5 opportunities to improve or strengthen Homer's quality of life (or solutions for weaknesses + threats). If you have more ideas, bring them!

1. _____
2. _____
3. _____

Quality of Life Themes

Natural Environment

- Natural beauty + thriving ecosystems
- Abundance of natural resources and scenery
- Outdoors, nature, nearby hiking, skiing and beaches in the same day
- Coastal living
 - Maritime culture
 - Jobs
 - Fishing (commercial + sport)
 - Water activities

Built Environment – how development has changed raw land.

- Small town - feel and size
- Human scale buildings
- Skate Park –good public spaces
- Eclectic feeling to the town
- Houses that are not cookie cutter
- Integrated town to the outdoors – can observe wildlife and be immersed in nature, or enjoy Spit nature + boardwalk business in the same trip.
- Wild spaces – less manicured yards, trails & remote access opportunities

Business/non-profit climate

- Variety of businesses and activities
- Business opportunities + healthy small business climate
- Working town with rich history
- Mostly small, locally owned businesses
- Lots of jobs for HS students

Social Strengths

- Safety
- Eclectic people. End of the road community; people are here by choice
- Connectedness/community feel
 - People with each other
 - Businesses and nonprofits with each other and with the community (such as fundraising support, chamber membership and non-profit coalitions/teamwork, and shop local attitudes)
- Vibrant cultural community with rich opportunities for arts, sports, music, education, entertainment, worship and getting together. (civic and social engagement and the intuitions that support them)

Next Steps: Ultimately the goal is to find ways to balance this quality of life in the face of a growing & changing community. We have our list of strengths, weaknesses + threats... and now it's time to look at the opportunities we have to strengthen our quality of life.

Homework: Identify 3 opportunities to strengthen Homer's quality of life

Attachment: Weaknesses & Threats to Homer's Quality of Life Worksheet

Weaknesses and Threats to Homer's Quality of Life

	Karin	Deborah	Debbie S	Luke	Hazel	Adele	Nicole	Jay		Audience Tim Joyce (cordova)
1	not allowing multi family housing	not spending time and enough thought on this topic*	Infrastructure; road system in poor repair, limited access options. Opportunity, state, KPB, city road standards, maintenance, upkeep	sustainable affordable housing - rent. Lack of housing for lower income workers	human affect on natural env. Pollution. Overfishing, crab in K Bay, warming climate	explosive growth (outside wealth outpacing local population) second homes, short term rentals, rapid change	dev of lands without consideration of wildlife/habitat corridors, wetlands (salmon hab, water connectivity) + groundwater + storm water flow paths. Opportunity!	cost of living, increases. Harder to live and move here. (food, housing, development costs)		lack of econ diversification - tourism is the source of revenue and businesses. Affordable housing also ties to winter work
2	storm drainage + maintenance	Q: what is the role of gvt in balancing dev? (box store, design, density) (opportunity)	housing. Allow greater investment for worker/affordable housing	density is too low - people spaced out too far, commuting. Sprawl.	not a very diverse population	lack of mechanisms to pay for growth or balance the pace of change	Fisheries: closure of lowed CI salmon fishery, other declining or poorly managed fisheries. Large vessel trawl fleets. (threat to marine economy, wealth + culture)	opportunity.. Lacking Tax breaks to encourage growth by certain groups that could improve commerce. Could have Tax break for developers geared to multi family homes.	how to entice mid career small business owners to move here. (reduced property tax rate?)	if rec center could hold winter conventions, would support hotel + restaurants in off season, would help w year round economy.
3	cookie cutter bldgs/strip mall	Risk of losing Homer; housing	transportation	opportunity: rezone to allow more housing and tiny homes etc	poor quality of roads, need for timely repairs	destruction of built and natural environment. Storm drains, roads, 1970's planning ideas. Opportunity: natural drainage, ped access	year round affordable housing. Problem for entry level and low income workers, and also potential future middle income workers. Losing the potential to build up the work force due to entry/early hurdles.	availability of homes for sale or rental to meet the demand. Affects the work force and tax paying residents.	*opportunity: roads + infrastructure planning in some subdivisions	need rec oportunites, losing HERC
4	not allowing creative ideas for seasonal housing	Opportunity: education on what gvt does	utilities are expensive/infrastructure	housing spectrum: housng first	housing is super expensive in town, or have to live out of town, spaced out	state gov:failure of state gvt to balance revenue, services and pfd.	oil + gas lease sale potential in lower cook inlet			voc tech education (economic +winter activity)
5	stall out on plans and progress	lack of community involvement in talking about Risks/threats		low availability of vocational training (seward, ANC) like welding						
6		how to have new residents embrace homer culture		addiction education -need for resources, outreach, networking. Could be an opportunity						
7		EDC should do planning dept assessment, new subdivisions#opportunity								

holistic approach to growing Homer



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(p) 907-235-3106

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TO: Economic Development Advisory Commission
FROM: Julie Engebretsen, Economic Development Manager
DATE: May 4, 2022
SUBJECT: Housing Staff Report

Chair Marks requested this item remain on the agenda as a standing item.

Staff UPDATE:

No action needed. I spoke to the Port and Harbor Commission about the Spit Comprehensive Plan, workforce housing, and zoning regulations for housing on the Spit. If there are any further housing updates I will provide a verbal report at the meeting. The City did send out notices with utility billing about business licenses and tax collection. A copy of the flier is provided as an information item in this packet.



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TO: Economic Development Advisory Commission
FROM: Julie Engebretsen, Economic Development Manager
DATE: May 4, 2022
SUBJECT: EDC Meeting Schedule for Summer 2022

Requested Action: Cancel the July 12th and August 9th regular meetings and schedule a Special Meeting on August 23rd.

I am making summer plans, and I bet you are too. I will be doing some traveling and request the EDC to cancel the July 12th meeting. I will be in Homer, but will not be able to provide a written packet.

For August, I will be out of state on the 9th. Rescheduling to the 23rd will likely be a better choice for some of our meeting topics. If the EDC keeps the meeting on the 9th, I can provide a packet but can't attend the meeting.

Requested Action: Cancel the July 12th and August 9th regular meetings and schedule a Special Meeting on August 23rd.



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Public Works

3575 Heath Street
Homer, AK 99603

publicworks@cityofhomer-ak.gov

(p) 907- 235-3170

(f) 907-235-3145

Memorandum

TO: Advisory Commissions

FROM: Janette Keiser, PE, Director of Public Works

DATE: April 21, 2022

SUBJECT: Strategies for Deploying HART Road/Trails Funds to Accelerate Non-Motorized Transportation and Road Repair

Issue

I will be asking Council to authorize the expenditure of HART Funds to accelerate the development of non-motorized transportation routes and road repairs.

The purpose of this memorandum is to brief you on the matter and encourage your support. I will be presenting this memorandum to City Council at the April 25th Work Session, with possible carry-over conversation occurring at the Committee of the Whole. The ordinances representing the actual appropriations would have their first reading on May 9th and second reading on May 25th.

Background & Summary of Request

We have an opportunity to accelerate fulfillment of two important goals. First, one of the City Council’s priorities from the 2022 Visioning Session, is increasing opportunities for non-motorized transportation. Second, one of the City’s obligations is to make sure City roads are properly maintained. The City Council has developed multiple tools to help achieve these goals:

<u>Tool & Enabling Legislation</u>	<u>Original Appropriation</u>
• Small Works Road Repair Program (Ord. 20-33)	\$175,000
• Small Works Drainage Program (Ord. 20-34)	\$110,000
• IDIQ Contract to East Road Services (Reso. 21-051)	\$125,000
• Small Works Trails Maintenance Program (Ord. 20-36(S))	\$ 36,000

These programs allowed us to achieve results that went above and beyond typical maintenance work. (A brief description/history of each program is described in following pages.)

There is still a lot of unmet need, which is outlined in the City’s Road Financial Plan, the model for which was adopted by City Council, Resolution 21-028, as a means to guide the development of transportation/drainage capital improvement and major maintenance projects. The Road Financial Plan programs the expenditure of HART Road funds with the goal of “fixing the worst first”.

There are projected to be substantial increases in sales taxes in FY 22-23. Since the HART Fund is built from sales taxes, this will mean substantial increases to the HART Road and Trails Funds. We propose to invest these

funds to (1) continue making progress on repairing the worst of our roads and (2) accelerating development of sidewalks and trails, by enhancing existing tools and creating a new one:

• Create new Non-Motorized Transportation Opportunity Program	\$850,000
• Create new Pavement Restoration Program	\$500,000
• Enhance existing Small Works Drainage Repair Program	\$50,000
• Enhance existing Small Works Road Repair Program	\$230,614
• Enhance existing IDIQ Contract for road repair work with East Road Services	\$230,614
• Enhance existing Small Works Trail Maintenance Program	<u>\$56,803</u>
Total Investment in Transportation	\$1,918,031

I have input these programs into the Road Financial Plan to analyze the short and long term impact on the overall health of the HART Fund. The HART Fund is sufficiently robust to support these investments, even if all the forecast sales tax increases do not materialize.

DESCRIPTION/HISTORY OF EACH PROGRAM

I. Create new Non-Motorized Transportation Opportunity Program

Proposed Investment Sidewalks - \$750,000 Trails - \$100,000

The City would be in a stronger position to secure grant funding and negotiate with private developers to create non-motorized routes if we (a) knew how much they would likely cost and (b) were able to contribute to costs. The way to achieve these goals is to establish a fund that can be used to plan, survey, design, and construct non-motorized transportation routes on an opportunistic basis. For example, property owners/developers would be more willing to collaborate on non-motorized routes, if the City could pay incremental costs. Also, AK DOT would be more willing to collaborate on securing grant funds for non-motorized projects on state roads if the City invested in survey, conceptual design and cost estimating to demonstrate what is feasible and what the likely costs would be. From what we’ve seen of recent Notices of Funding Opportunity (“NOFO”) issued for Infrastructure Grants, such collaborations would better position us in the highly competitive grant market.

I propose the City Council create a Non-Motorized Transportation Opportunity Program, financed by the HART Road Fund and the HART Trails Fund. (The Opportunity Program would be separate from funds used for the Main Street Sidewalk and the Ben Walters Sidewalk, which are already identified in the Public Works’ Road Financial Plan and budgeted in the FY 22 Capital Budget.) Contracts for specific projects would be subject to City Council authorization per the City’s Procurement Manual.

I propose that \$1,500,000 be made available for this Program for sidewalks and \$100,000 be made available for trails. Examples where the Opportunity Program would be used include:

- Collaborating with the developers to:
 - a. Design/construct a path on Fairview Avenue adjacent to the Terra Bella Subdivision, which is currently in the process of being platted. An easement has been created for that purpose but the developer is not responsible for building the path. (See Attachment 1.)
 - b. Design/construct a sidewalk between the end of Eric Lane and the west end of Fairview Avenue, through the Foothills Subdivision. Construction could be this summer. (See Attachment 1.)

- c. Design/construct a path between a new residential development adjacent to Jack Gist Park, to the park, using an easement created for this purpose. Construction could be this summer. (See Attachment 2.)
- d. Design/construct a path from East End Road to Jack Gist Park in an easement, which is being created for this purpose in a new residential development. Construction could be this summer. (See Attachments 3 and 4.)
- Develop conceptual design and cost estimates for:
 - a. A non-motorized route running parallel to Kachemak Drive, possibly dove-tailing with the Kachemak Sponge Green Infrastructure Storm Water Management Project and in collaboration as well as grant sponsorship with the AK DOT.
 - b. A non-motorized route on the lower portion of West Hill Road, possibly in collaboration as well as grant sponsorship with the AK DOT. (See Attachment 1.)

Recommendation:

That each Commission support the deployment of HART Funds for the new Non-Motorized Transportation Opportunity Program.

II. Create Pavement Restoration Program**Proposed Investment - \$500,000**

We had \$177,895 budgeted in the FY 22/23 Capital Budget for grinding and paving East Bayview Ave, which had been assessed, using the PACER condition evaluation methodology we introduced in 2020, as being in dire need of pavement restoration. The Road Financial Plan calls for the investment of two – \$175,000 grind and pave projects every other year. We have learned this is not enough. First, due to the substantial increases in the cost of oil, which is a necessary component of asphalt, the cost of asphalt has sky-rocketed. Second, as we've been updating our Road Condition Assessments for our other paved roads, we're finding more of Homer's paved roads need restoration than previously thought. Further, some of them don't need just a face lift, but a complete reconstruction.

We have commissioned one of our Term Contract engineers to help us evaluate our pavements and identify the most cost effective options for restoration. Once we have this information, we'll be able to adjust the Road Financial Plan in a sensible way and plan for implementation. In the meantime, we know we need to work on a couple of high traffic roads and the \$177,895 will not cover the costs. Our goal is to prevent further deterioration before the road bases themselves are compromised. We'd like to create a Pavement Restoration Program, which we can access for high priority projects.

Recommendation:

That each Commission support the deployment of \$500,000 from the HART Road Fund for the Pavement Restoration Program.

III. Enhance existing Small Works Drainage Repair Fund

Proposed Investment - \$50,000

With the adoption of Ordinance 20-34, the City Council created the Small Works Drainage Repair Program and obligated \$110,000 to it. This program allowed us to achieve drainage repairs that went above and beyond our typical maintenance services. For example, here are some representative improvements we achieved:

- Replaced corroded storm drain leads on Main St., Bartlett St., etc. \$29,337
 - Rebuilt a blocked culvert installation on Early Spring St. \$5,000
 - Purchased CMP culverts before price increased in 2021 \$45,000
- \$79,336.75

The HART Road Fund is expected to earn an additional \$511,228 in FY 22. We propose that a portion of this, \$50,000, be allocated to the Small Works Drainage Program so we can continue to make progress on repairing spot drainage issues.

Recommendation:

That each Commission support the deployment of \$50,000 from the HART Road Fund for the Small Works Drainage Program.

IV. Enhance existing Small Works Road Repair Program

Proposed Investment - \$230,614

With the adoption of Ordinance 20-33, the City Council created the Small Works Road Repair Program and obligated \$175,000 to it, to facilitate repair and restoration of Homer’s roads with work that went above and beyond our typical maintenance services:

- Increased the gravel thickness – multiple roads \$26,000
 - Dug out frost boils on Sprucewood Drive, west \$ 7,048
 - Dug out frost boils on Eagle Place \$94,597¹
 - Dug out frost boils on Eagle View Drive \$47,155²
- \$175,000

There is still a lot of unmet need. Here is the estimated value of work that still needs to be done, which is set forth in the Road Financial Plan:

- Dig out Frost Boils \$350,000
- Add gravel to driving surfaces – multiple roads \$300,000
- Repaving projects \$3,500,000
- Repair guard rails on Highland Drive \$25,000
- Install new guard rail on Fairview Ave at Woodard Creek \$35,000

¹ Work was done under the IDIQ contract with East Road Services.

² Work was done under the IDIQ contract with East Road Services.

The HART Road Fund is expected to earn an additional \$511,228 in FY 22. We propose that a portion of this, \$230,614, be allocated to the Small Works Road Repair Program so we can continue to make progress on repairing the worst of our spot road problems.

Recommendation:

That each Commission support the deployment of \$230,614 from the HART Road Fund for the Small Works Road Repair Program.

V. Enhance existing IDIQ Contract for Road Repair with East Road Services

Proposed Investment - \$230,614

With the adoption of Resolution 21-051, the City Council awarded an Indefinite Duration, Indefinite Quantity (“IDIQ”) contract to East Road Services in the amount of \$125,000, funded by the Small Works Road Repair Program. This was the result of a publicly bid procurement for which East Road Services submitted the only bid. We used this contract to accomplish the following work:

- Dug out frost boils on Eagle Place \$94,597
- Dug out frost boils on Eagle View Drive \$47,155
- \$141,752

There is still unmet need, set forth in the Road Financial Plan:

- Frost Boil dig outs, estimated value of work needed \$ 500,000
- Road base reconstructions \$4,500,000

The HART Road Fund is expected to earn an additional \$511,228 in FY 22. We propose that a portion of this, \$230,614, be allocated to the East Road Services IDIQ Contract, separate from the Small Works Road Repair Program, so we can continue to make progress on digging out frost boils.

Recommendation:

That the Commissions support the deployment of \$230,614 from the HART Road Fund for the East Road Services IDIQ Contract.

VI. Enhance existing Small Works Trails Maintenance Fund

With the adoption of Ordinance 20-36(S), the City Council created the Small Works Trails Program to facilitate repair, restoration and enhancement of Homer’s trails and authorized initial funding of \$36,000 from the HART Trails fund. The intent was to use these funds for planning, design and execution of smaller projects that were more than ordinary maintenance but less than capital projects on the Public Works Capital Improvement Program.

Here are representative improvements we achieved with these funds:

- We designed an ADA accessible trail from Fairview Avenue to Karen Hornaday Park, with helped us develop a cost estimate and grant application. This project has been awarded a \$150,000 grant from the Federal Transportation Admin’s Recreation Trails Program. Construction will done at the same time we rebuild the access road and parking lot at the Park.
- We worked with the Homer Land Trust to widen, stabilize and upgrade the Poopdeck Trail system for ADA accessibility.
- We hired Corvus Design to develop a concept for more defined trails, including an ADA accessible sculpture trail, around Bishop’s Beach Park. We will build these trails as funds allow.
- We acquired equipment to enable us to keep the Poopdeck Trail, Storybook Trail and other trails in the urban corridor walkable in the winter.
- We acquired trail counters, which allow us to track the numbers of people traversing various trails. This data helps us focus planning and maintenance on the most heavily used trails.

There is still more work to be done, such as:

- Realign the upper section of the Reber Trail to reduce the steep ascent and erosion. (See Attachment 1.)
- Enhance the lower section of the Reber Trail to facilitate parking and develop a defined trail head. (See Attachment 1.)
- Adjust sections of the trails between Islands/Oceans and Bishop’s Beach to make them more ADA friendly.
- Develop a defined trail head to the trail that goes from the end of Danview Ave down to Woodard Creek. (See Attachment 1.)
- Use concepts from the Wayfinding Plan to develop/install wayfinding signs to Homer’s trails.
- Plan and design trails in subdivisions that are in the process of platting or development, particularly looking for opportunities to create connectivity as they arise. (See
- Prepare a formal update to the City’s 2004 Non-motorized Trails & Transportation Plan in preparation for the City’s efforts to fast forward a new Comprehensive Plan

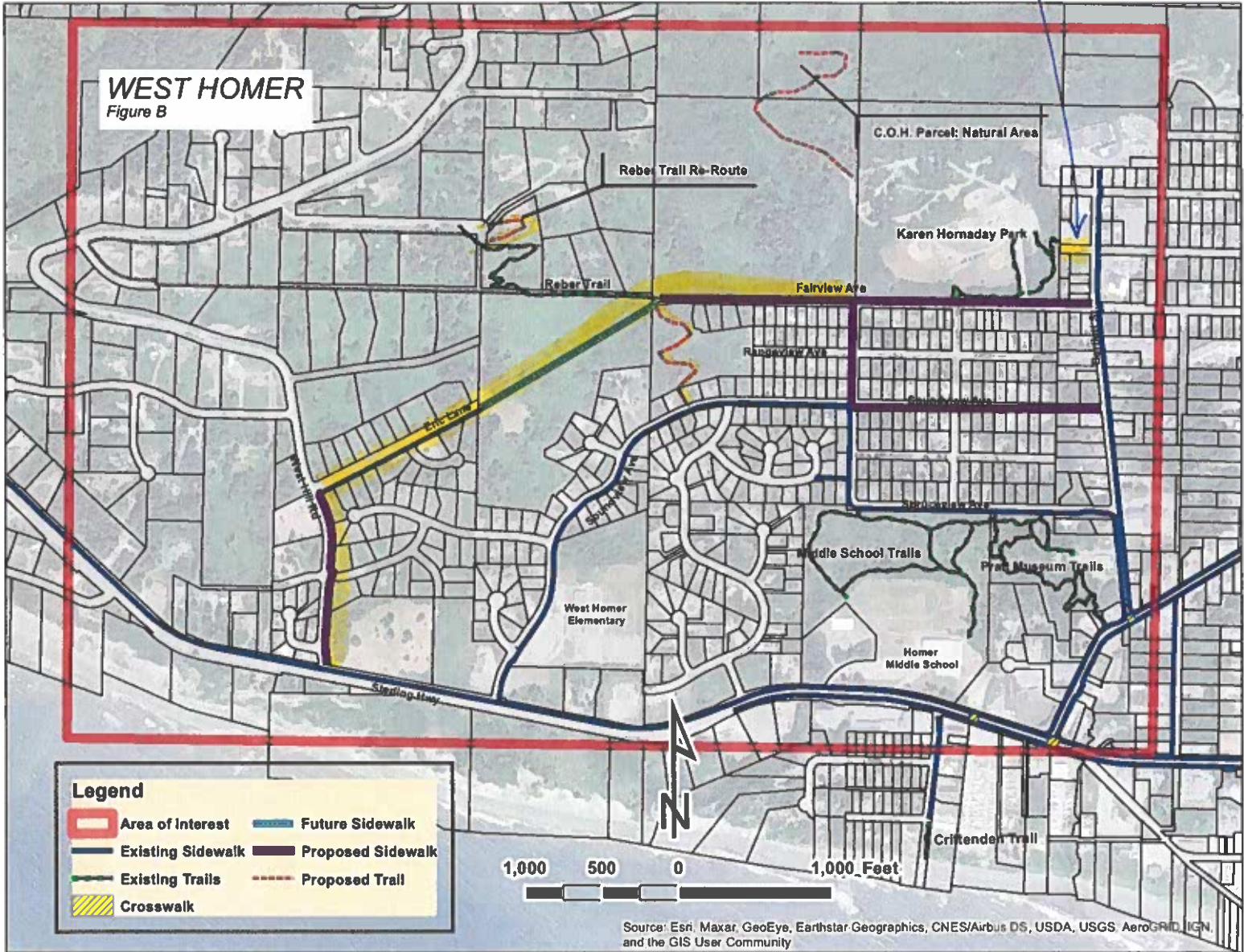
We propose to direct the projected increases in HART Trail Fund revenues for FY 22, \$56,803, to the Small Works Trails Program so we can continue to continue to make progress on repairing and enhancing Homer’s trail system. In the event the forecasted revenue increases don’t materialize, there are still sufficient funds in the HART Trails Fund to finance this program.

Recommendation:

That each Commission support the deployment of additional HART Trails Funds for the Small Works Trails Maintenance Program.

Attached: Attachments 1 – 4 Roads & Trails Maps
 Road Financial Plan Spreadsheet
 Draft Ordinances

Danview Trail/Head to Woodland Creek



Attachment 1

Attachment 2

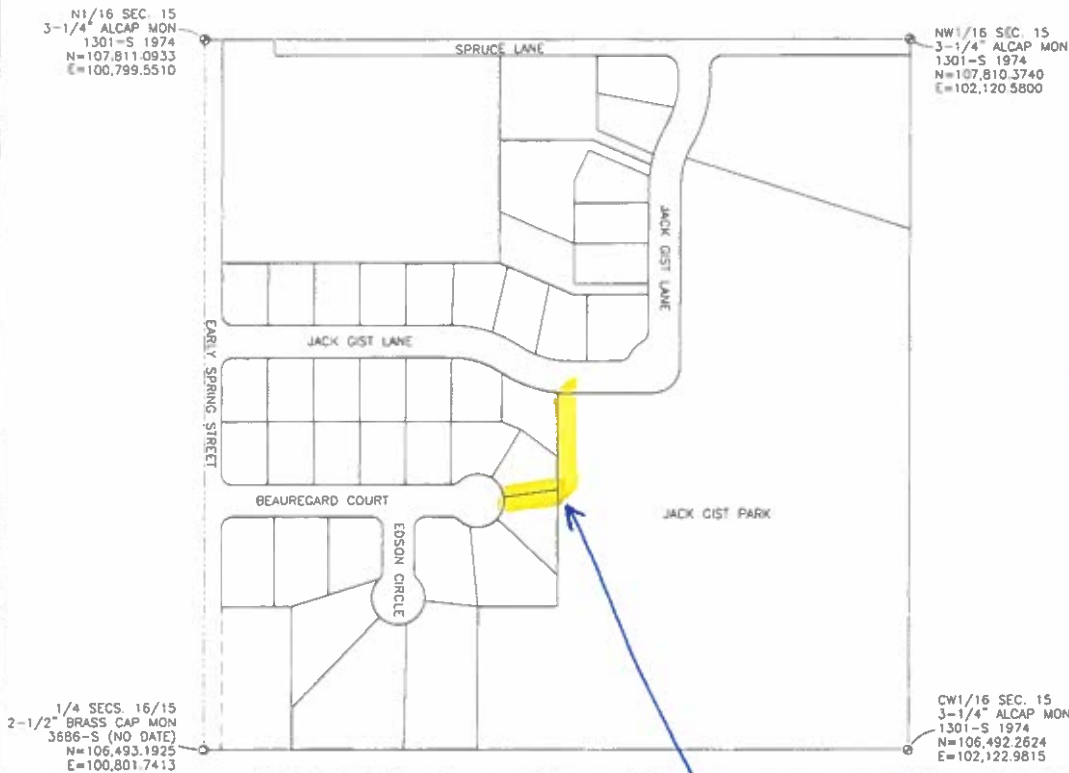
JACK GIST LANE			
STATION	NORTHING	EASTING	CURVE DATA
POB 10+00	107,249.6814	100,800.4840	
PC 14+83.20	107,249.4301	101,263.6842	RADIUS=200.00'
PRC 15+79.84	107,218.3139	101,373.8018	RADIUS=200.00'
PT 16+96.77	107,183.1977	101,484.2150	
POE 18+54.42	107,183.3451	101,641.8676	

BEAUREGARD COURT			
STATION	NORTHING	EASTING	CURVE DATA
POB 20+00	106,955.0014	100,800.9738	
POE 25+11.54	106,954.7238	101,312.5141	

EDSON CIRCLE			
STATION	NORTHING	EASTING	CURVE DATA
POB 20+00	106,955.0014	100,800.9738	
POE 25+11.54	106,954.7238	101,312.5141	

N1/16 SEC. 15
3-1/4" ALCAP MON
1301-S 1974
N=107,811.0933
E=100,799.5510

NW1/16 SEC. 15
3-1/4" ALCAP MON
1301-S 1974
N=107,810.3740
E=102,120.5800



1/4 SECS. 16/15
2-1/2" BRASS CAP MON
3686-S (NO DATE)
N=106,493.1925
E=100,801.7413

EW1/16 SEC. 15
3-1/4" ALCAP MON
1301-S 1974
N=106,492.2624
E=102,122.9815

SURVEY CONTROL

BASIS OF BEARING

1. BASIS OF BEARING FOR THIS SURVEY WAS DETERMINED BY A HIGH PRECISION GPS SURVEY USING TOPCON DUAL-FREQUENCY HiPer V RECEIVERS, DIFFERENTIALLY CORRECTED AND PROCESSED WITH MAGNET OFFICE VERSION 3.1 SOFTWARE. NAD83 ALASKA STATE PLANE GRID COORDINATES (U.S. SURVEY FEET) OBTAINED FROM THE GPS OBSERVATIONS WERE BASED ON THE NGS PUBLISHED VALUES FOR FEDERAL BASE NETWORK CONTROL STATION "HOMAIR" (PID TTD155).

2. TRUE BEARINGS AND DISTANCES WERE DETERMINED BY ROTATING AND SCALING FROM GRID USING FEDERAL BASE NETWORK CONTROL STATION "HOMAIR" AS A SCALING POINT. TRUE BEARINGS WERE DETERMINED BY ROTATING GRID INVERSE AZIMUTHS -1'17"13.4". TRUE DISTANCES WERE OBTAINED BY DIVIDING GRID INVERSE DISTANCES BY 0.999986696.

3. THE RESULTING SCALED COORDINATES WERE TRANSLATED TO A LOCAL COORDINATE SYSTEM BASED ON FEDERAL BASE NETWORK CONTROL STATION "HOMAIR" N=100,000 E=100,000. ALL COORDINATE VALUES REPRESENT GROUND DISTANCES IN U.S. SURVEY FEET ORIENTED TO TRUE NORTH.

BASIS OF VERTICAL DATUM

BASIS OF VERTICAL DATUM FOR THIS SURVEY IS THE NAVD88 NGS PUBLISHED VALUE FOR FEDERAL BASE NETWORK CONTROL STATION "HOMAIR" (PID TTD155). ORTHOMETRIC HEIGHTS (ELEVATIONS) WERE DETERMINED FROM ELLIPSOID HEIGHTS USING GEOID12B. ELEVATIONS ARE IN U.S. SURVEY FEET.

PROJECT CONTROL POINT

KACHEMAK DRIVE VAULT
N=110,389.1806
E=110,033.8252
EL=63.18

X CHISELED ON CONCRETE LID OF STORM DRAIN MANHOLE AT SOUTH EDGE KACHEMAK DRIVE APPROXIMATELY 890 FEET SOUTH OF EAST END ROAD / KACHEMAK DRIVE INTERSECTION

**CITY OF HOMER
PUBLIC WORKS DEPT
APPROVED FOR
CONSTRUCTION**

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM PROPERLY REGISTERED AND LICENSED TO PRACTICE LAND SURVEYING IN THE STATE OF ALASKA THAT THIS PLAT REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, THAT THE MONUMENTS SHOWN HEREON ACTUALLY EXIST AS DESCRIBED, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT TO THE BEST OF MY KNOWLEDGE.

DATE 9/4/2020 REGISTRATION NO. 7536-S

REGISTERED LAND SURVEYOR



JACK GIST SUBDIVISION NO. 3
ROAD, WATER AND SEWER IMPROVEMENTS
SURVEY CONTROL

PREPARED FOR
TELECOM SOLUTIONS, LLC
1777
HOMER, ALASKA 99603

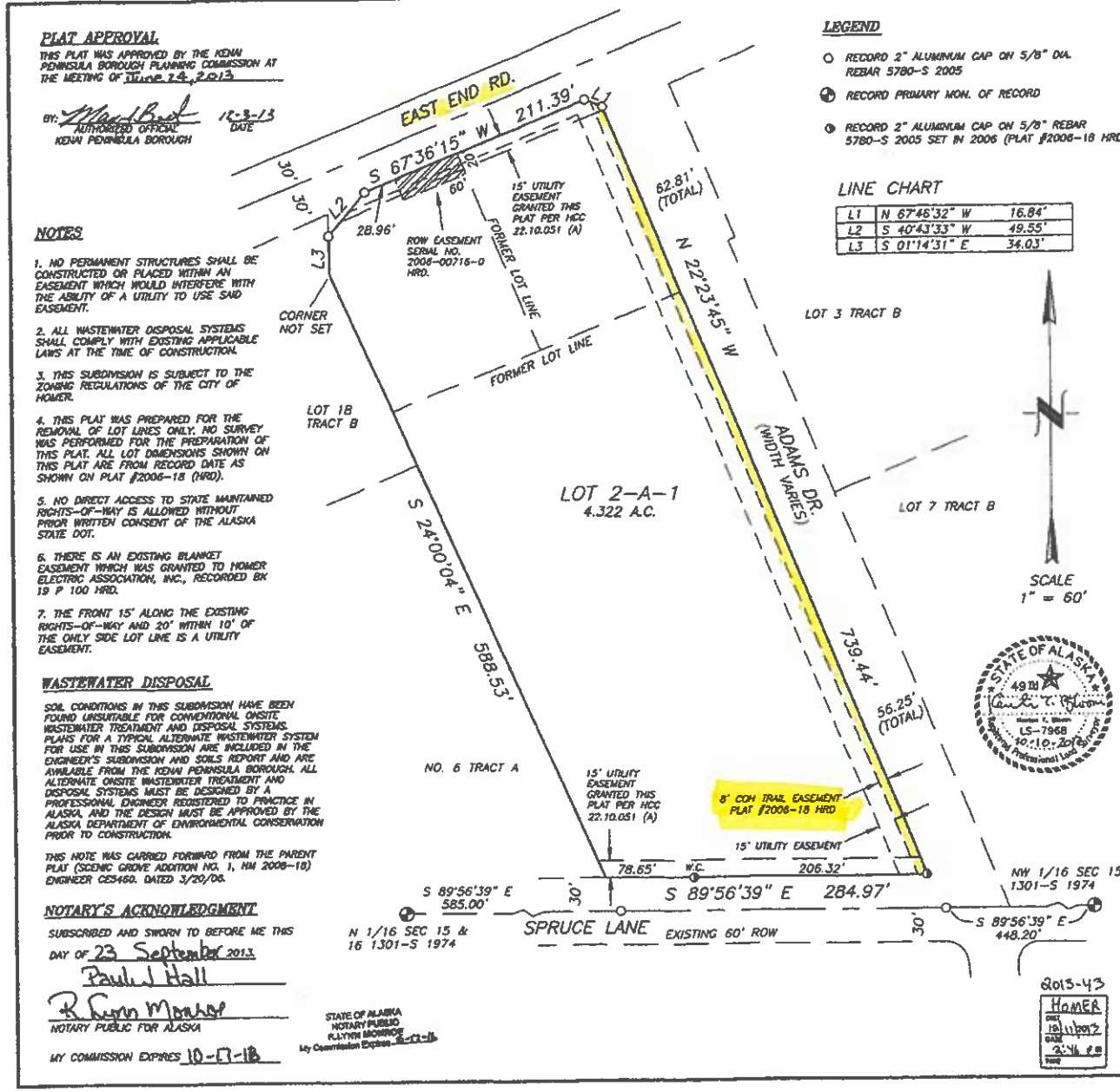
BISHOP ENGINEERING, LLC
PO BOX 2501 HOMER, AK 99603-2501
(907) 281-7100 www.beshop-engineering.com

DATE	REV
09/04/2020	1
DRAWN	JKS
CHECK	JKS
SCALE	AS SHOWN
PLotted	2020-09

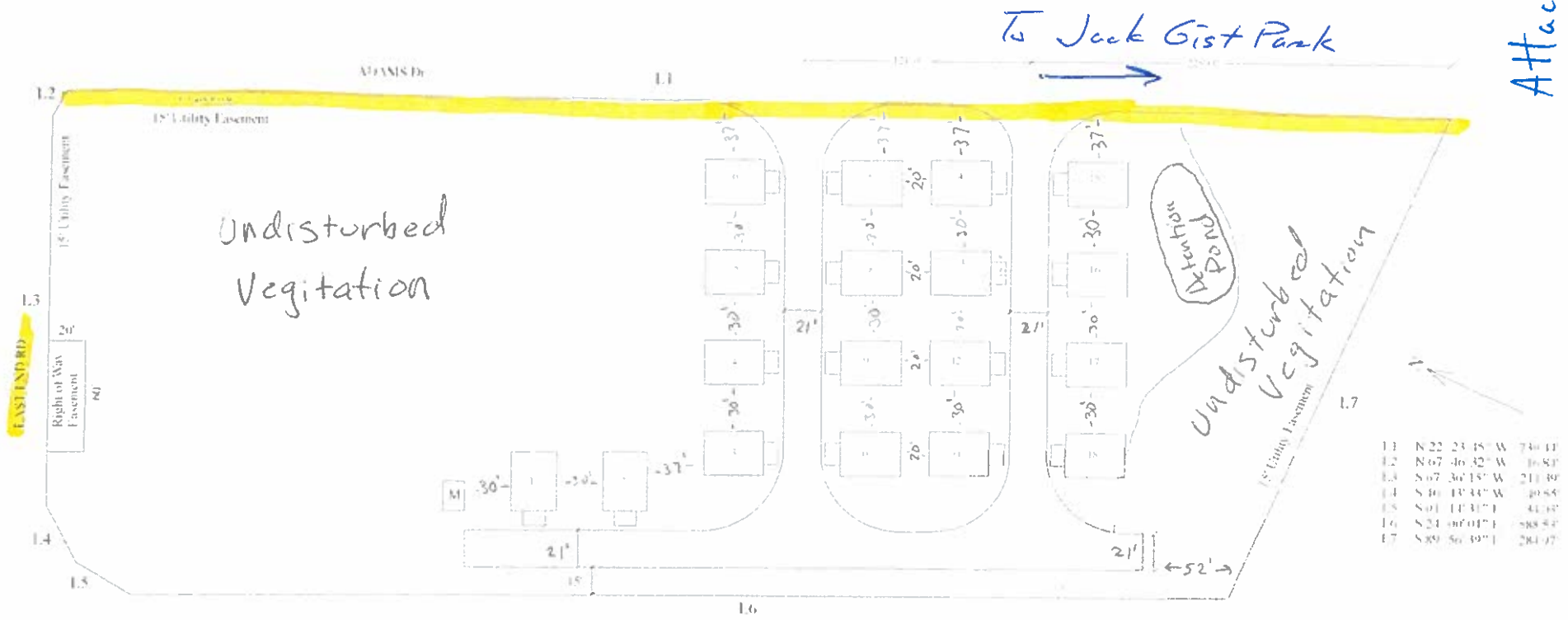
Sheet No.
C-1

Parcel 179 240 36

2161 E. End Rd



Attachment 3



Units are numbered 1 - 18
 "M" is Maintenance Building 16ft X 12ft
 All 18 Units are 24ft X 32ft
 All 18 Units are 2 bedrooms + 1 bath (768 sq ft)
 All 18 Porches are 12ft width X 8ft deep

Liberty Investments, L.L.C.
 Layout by: Bill Hand
 Drawn by: MW
 Scale: 1" = 50'
 2161 East End Rd.
 KPB Parcel #17924036
 18 Cabins 768 sq ft each

Road Financial Plan w-\$811,000 Transfer & Enhanced Road Programs

Projects in Blue - Repaired with funds from the Small Works Roads Repair Program		Projects in Orange - Funding goes beyond a 10 year horizon				Projects in Green - Funded	
		Year 0 July 2020- June 2021	Year 1 June 2021 - July 2022	Year 2 July 2022 - June 2023	Year 3 July 2023 - June 2024	Year 4 July 2024 - June 2025	Year 5 July 2025 - June 2026
Grind & Repave Projects							
FY22-\$177,895	E. Bayview Ave to Bayview Ct			\$ 177,895			
	W. Bayview Ave						
	Bay Ave					\$ 175,000	
	Island View off Town Heights					\$ 175,000	
	Woodside						
	Klondike						
	E Street						
	Svedlund Circle						
	Lake Side Circle						
	B Street						
	Pine Terrace Circle						
	Tulin Terrace Blvd						
	Spruce Terrace Circle						
	A Street						
	Ohlsen to intersection of Main						
Road base reconstruction projects							
FY22 - \$240,000 - Road base reconstruction	Karen Hornaday Park Road		\$ 510,000				
FY 22 - \$120,000 - KHP	Rangeview Ave				\$ 150,000		
FY 22 - \$150,000 - Trail grant	Ohlson Lane						\$ 200,000
	Sprucewood Dr						
	Shelford Street						
	W. Bunnell Ave						
	Lampert Lane						
	Mission Road						
	Pleasant Way						
	Rainbow Place						
	Kalalock Ct.						
	Meadow Drive						
	Spruce Lane						
	Wright Street						
	Paintbrush Court						
	Paintbrush Street						
	Woodside Ave						
	Bayview Court						
	Calhoun Court						
	W City View Ave						
	Spruce Circle						
Dig out Frost Boils							
	Eagle View Drive - Diamond Willow to Garden Park		\$ 47,155				
FY 22 - Small Works Roads Repair \$70,000	Sprucewood - near west entrance by Roger's Loop		\$ 7,048				
	Eagle Place		\$ 94,597				
	Sprucewood - 2200- 2240						

		Year 0 July 2020- June 2021	Year 1 June 2021 - July 2022	Year 2 July 2022 - June 2023	Year 3 July 2023 - June 2024	Year 4 July 2024 - June 2025	Year 5 July 2025 - June 2026
	Crossman Ridge Road - Skyline to Gate						
	Garden Park Road - at 1630						
	Emerald Place - 135 LF				\$ 75,000		
	Bay Vista Pl. and Bay Vista Court				\$ 75,000		
	Fireweed Lane				\$ 75,000		
	Fireweed Avenue					\$ 75,000	
Add Gravel	Saltwater						
	Alder Lane						
	Dewberry Lane						
	E. Fairview						
	Hanso Ave				\$ 15,000		
	Dehel Ave				\$ 15,000		
	Hidden Way				\$ 15,000		
	Kalalock Ct				\$ 15,000		
	Orion Circle				\$ 15,000		
	Emerald Road				\$ 15,000		
	Diamond Creek PL				\$ 15,000		
	Queets Circle				\$ 15,000		
Sidewalks	Main Street Sidewalk - design	\$ 110,700					
	Main Street Sidewalk - construction		\$ 1,100,000				
FY 22 - E Fairview Trail - design - \$30,000	E. Fairview Ave Path - design			\$ 30,000			
	E. Fairview Ave Path - construction				\$ 75,000		
	Ben Walters Way Sidewalk - design & survey		\$ 100,000				
	Ben Walters Way Sidewalk - construction			\$ 1,500,000			
	Svedlund/Herndon to Senior Citizens Center - design & construction					\$ 500,000	
	W. Fairview Avenue path- design						\$ 40,000
Drainage	Small Works Drainage program	\$ 110,000	\$ 25,000		\$ 25,000	\$ 50,000	\$ 50,000
	Horizon Court Landslide Repair	\$ 20,000					
	Woodard Creek Culvert - design & construction	\$ 463,353					
	Update to Drainage Master Plan	\$ 90,000					
	Mt. Augustine Drainage Improvements - design & construction	\$ 97,000	\$ 100,000				
	Checkerboard Sponge Unit of Green Stormwater System - loan payment			\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000

		Year 0 July 2020- June 2021	Year 1 June 2021 - July 2022	Year 2 July 2022 - June 2023	Year 3 July 2023 - June 2024	Year 4 July 2024 - June 2025	Year 5 July 2025 - June 2026
	Beluga Lake Unit of Green Stormwater System - loan payment			\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
	Beluga Slough Unit of Green Stormwater System - loan payment			\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
	Bidarki Creek Unit of Green Stormwater System			\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Misc	CMMS - Road Share		\$ 23,333				
	Update to Design Criteria Manual - Road Share		\$ 15,000				
	PW Campus Mitigation Plan		\$ 25,000				
	Snow Storage		\$ 20,000				
	Fuel Island Replacement - Design		20,000				
	Fuel Island Replacement - Construction			\$ 190,000			
	Road share of Ocean Drive SAD	\$ 52,606					
Ord 17-40(A) = minimum \$500K to be allocated to capital projects from HART Roads	TOTAL CAPITAL PROJECTS	\$ 943,659	\$ 2,087,133	\$ 2,097,895	\$ 795,000	\$ 1,175,000	\$ 490,000
Non-Motorized Transportation Opportunity Program				\$ 850,000			
Pavement Restoration Program				\$ 500,000			
Enhance Small Works Drainage Repair Program				\$ 50,000			
Enhance Small Works Road Repair Program				\$ 230,614			
Enhance IDIQ Contract for road repair				\$ 230,614			
From Fleet Replacement Schedule	FLEET REPLACEMENTS	\$ 416,000	\$ 609,999	\$ 31,666	\$ 109,166	\$ 458,333	\$ 15,000
Covers Winter Roads, Gravel Roads and Pave Roads elements in PW Operating Fund	EST. TRANSFER TO GENERAL FUND	\$ 800,000	\$ 818,364	\$ 849,077	\$ 850,000	\$ 850,000	\$ 850,000
	TOTAL EXPEDITURES FROM HART FUND	\$ 2,159,659	\$ 3,515,496	\$ 4,839,866	\$ 1,754,166	\$ 2,483,333	\$ 1,355,000
	REVENUES	\$ 1,200,000	\$ 1,322,458	\$ 1,833,687	\$ 1,925,371	\$ 1,700,000	\$ 1,700,000
	BALANCE	\$ 6,746,078	\$ 4,553,040	\$ 1,546,861	\$ 1,718,066	\$ 934,733	\$ 1,279,733

1
2 **CITY OF HOMER**
3 **HOMER, ALASKA**

4 City Manager/
5 Public Works Director

6 **ORDINANCE 22-XXX**
7

8 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING THE
9 FY22 CAPITAL BUDGET TO ESTABLISH A NON-MOTORIZED
10 TRANSPORTATION OPPORTUNITY FUND IN THE AMOUNTS OF \$750,000
11 FROM THE HART ROAD FUND AND \$100,000 FROM THE HART TRAILS FUND.
12 CITY MANAGER/PUBLIC WORKS DIRECTOR.
13

14 WHEREAS, One of the City Council’s priorities from the 2022 Visioning Session is increasing
15 opportunities for non-motorized transportation; and

16 WHEREAS, The City has numerous opportunities and needs for improving existing routes and
17 building new routes to improve connectivity, walkability and accessibility around the City’s
18 urban and rural neighborhoods; and

19 WHEREAS, The City has been told by the AK DOT that increased funding will be available for
20 non-motorized transportation in the coming years and further, private developers are
21 planning new subdivisions every year, which typically do not include provisions for non-
22 motorized routes; and

23 WHEREAS, The City would be in a stronger position to secure grant funding and negotiate with
24 private developers if we knew where we wanted non-motorized routes to go and where the
25 terrain and other constraints allowed them to go; and

26 WHEREAS, We would be in a stronger position to fund projects if we had a better understanding
27 of costs; and

28 WHEREAS, Opportunities may unexpectedly arise to build out or improve a non-motorized
29 route, as we continue to build partnerships with local stakeholders and resource providers.

30 WHEREAS, The way to achieve all these goals is to establish a Non-Motorized Transportation
31 Opportunity Fund, financed by the HART Road Fund and the HART Trails Fund that can be used
32 to plan, survey, design and construct *ad hoc* non-motorized transportation routes on an
33 opportunistic basis; and

34 WHEREAS, The Opportunity Fund would be separate from the project-specific non-motorized
35 routes such as the Main Street Sidewalk and the Ben Walters Way Sidewalk, which are already
36 programmed in the Public Works' Road Financial Plan and budgeted in the FY 22 Capital
37 Budget; and

38 WHEREAS, Contracts for specific projects would still be subject to City Council authorization.

39 **NOW, THEREFORE, THE CITY OF HOMER ORDAINS:**

40 Section 1. The FY 22 Capital Improvement Plan is amended to create a Non-Motorized
41 Transportation Opportunity Fund to pay for support the planning, design, survey, and
42 construction of non-motorized routes in the City of Homer, on an opportunistic basis, funded
43 as follows:

44	Sidewalks	HART Road Fund	\$750,000
45	Paths/Trails	HART Trails Fund	\$100,000

46
47 Section 2. This is a budget amendment ordinance only, is not permanent in nature, and shall
48 not be codified.

49
50 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 9th day of May, 2022.

51
52 CITY OF HOMER

53
54
55
56 _____
57 KEN CASTNER, MAYOR

58 ATTEST:

59
60
61 _____
62 MELISSA JACOBSEN, MMC, CITY CLERK

63
64
65 AYES:

66 NOES:

67 ABSTAIN:

68 ABSENT:

69

70

71 First Reading:

72 Public Reading:

73 Second Reading:

74 Effective Date:

75

76

77 Reviewed and approved as to form:

78

79 _____

80 Rob Dumouchel, City Manager

81

82 Date: _____

Michel Gatti, City Attorney

Date: _____

1
2 **CITY OF HOMER**
3 **HOMER, ALASKA**

4 City Manager/
5 Public Works Director

6 **ORDINANCE 22-XXX**
7

8 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING THE
9 FY22 CAPITAL BUDGET TO ALLOCATE \$500,000 FOR NEW PAVEMENT
10 RESTORATION PROGRAM FROM THE HART ROAD FUND. CITY
11 MANAGER/PUBLIC WORKS DIRECTOR.
12

13 WHEREAS, We had \$177,895 budgeted in the FY 22/23 Capital Budget for grinding and paving
14 East Bayview Ave, which had been assessed, using the PACER condition evaluation
15 methodology we introduced in 2020, as being in dire need of pavement restoration; and

16 WHEREAS, The Road Financial Plan calls for the investment of two – \$175,000 grind and pave
17 projects every other year; and

18 WHEREAS, We have learned this is not enough because due to the substantial increases in the
19 cost of oil, which is a necessary component of asphalt, the cost of asphalt has sky-rocketed;
20 and

21 WHEREAS, We’re finding more of our paved roads need restoration than previously thought
22 and some of them don’t need just a face lift, but a complete reconstruction.

23 WHEREAS, We have commissioned one of our Term Contract engineers to help us evaluate our
24 pavements and identify the most cost effective options for restoration so we can update the
25 Road Financial Plan in a sensible way; and

26 WHEREAS, we know we need to work on a couple of high traffic roads and the \$177,895 that is
27 currently in the budget will not cover the costs; and

28 WHEREAS, We’d like to create a Pavement Restoration Program, which we can access for high
29 priority projects; and

30 **NOW, THEREFORE, THE CITY OF HOMER ORDAINS:**

31 Section 1. The FY 22 Capital Improvement Plan is amended to direct \$500,000 from the HART
32 Road Fund to new Pavement Restoration Program. Contracts for individual projects will be
33 brought to Council in accordance with Homer’s Procurement Manual.

34 Section 2. This is a budget amendment ordinance only, is not permanent in nature, and shall
35 not be codified.

36

37 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 9th day of May, 2022.

38

39

CITY OF HOMER

40

41

42

43

KEN CASTNER, MAYOR

44

45 ATTEST:

46

47

48

49 MELISSA JACOBSEN, MMC, CITY CLERK

50

51

52 AYES:

53 NOES:

54 ABSTAIN:

55 ABSENT:

56

57

58 First Reading:

59 Public Reading:

60 Second Reading:

61 Effective Date:

62

63

64 Reviewed and approved as to form:

65

66

67 Rob Dumouchel, City Manager

68

69 Date: _____

Michel Gatti, City Attorney

Date: _____

1
2 **CITY OF HOMER**
3 **HOMER, ALASKA**

4 City Manager/
5 Public Works Director

6 **ORDINANCE 22-XXX**
7

8 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING THE
9 FY22 CAPITAL BUDGET TO ENHANCE THE FOLLOWING PROGRAMS: SMALL
10 WORKS ROAD REPAIR PROGRAM - \$230,614; THE SMALL WORKS DRAINAGE
11 PROGRAM - \$50,000; AND THE IDIQ CONTRACT WITH EAST ROAD SERVICES
12 - \$230,614 FOR A TOTAL OF \$511,228, FROM THE HART ROAD FUND. CITY
13 MANAGER/PUBLIC WORKS DIRECTOR.
14

15 WHEREAS, The City Council created three tools to facilitate repair and restoration of
16 Homer’s roads and drainage works:

17

<u>Tool & Enabling Legislation</u>	<u>Original Appropriation</u>
18 • Small Works Road Repair Program (Ord. 20-33)	\$175,000
19 • Small Works Drainage Program (Ord. 20-34)	\$110,000
20 • IDIQ Contract to East Road Services (Reso. 21-051)	\$125,000

21 WHEREAS, These programs allowed the City to achieve road repairs that went above
22 and beyond our typical maintenance services; and

23 WHEREAS, There is still a lot of unmet need and it is in the best interests of the traveling
24 public to continue to make progress on repairing the worst of the City’s roads; and

25 **NOW, THEREFORE, THE CITY OF HOMER ORDAINS:**

26 Section 1. The FY 22 Capital Improvement Plan is amended to direct monies from the HART
27 Road Fund to the following programs:

28

• Small Works Road Repair Program	\$230,614
29 • Small Works Drainage Program	\$ 50,000
30 • IDIQ Contract – East Road Services	<u>\$230,614</u>

31 Total \$511,228

32 Section 2. This is a budget amendment ordinance only, is not permanent in nature, and shall
33 not be codified.
34

35 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 9th day of May, 2022.

36

37

CITY OF HOMER

38

39

40

41

KEN CASTNER, MAYOR

42

43 ATTEST:

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47 MELISSA JACOBSEN, MMC, CITY CLERK

48

49

50 AYES:

51 NOES:

52 ABSTAIN:

53 ABSENT:

54

55

56 First Reading:

57 Public Reading:

58 Second Reading:

59 Effective Date:

60

61

62 Reviewed and approved as to form:

63

64

65 Rob Dumouchel, City Manager

66

67 Date: _____

Michel Gatti, City Attorney

Date: _____

1
2 **CITY OF HOMER**
3 **HOMER, ALASKA**

4 City Manager/
5 Public Works Director

6 **ORDINANCE 22-XXX**
7

8 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING THE
9 FY22 CAPITAL BUDGET TO ENHANCE THE SMALL WORKS TRAILS
10 MAINTENANCE FUND IN THE AMOUNT OF \$56,803, FROM THE HART TRAILS
11 FUND. CITY MANAGER/PUBLIC WORKS DIRECTOR.
12

13 WHEREAS, The City Council, with the adoption of Ordinance 20-36(S), created the
14 Small Works Trails Maintenance Fund, with an initial investment of \$36,000, to facilitate
15 repair and restoration of Homer’s trails:

16 WHEREAS, This program has allowed the City to achieve trail work that went above and
17 beyond our typical maintenance services; and

18 WHEREAS, There is still a lot of unmet need and it is in the best interests of the hiking
19 public to continue to make progress on the City’s trails; and

20 WHEREAS, Sales tax revenues, from which the HART Trails Fund is built, are projected
21 to increase for FY 22; and

22 **NOW, THEREFORE, THE CITY OF HOMER ORDAINS:**

23 Section 1. The FY 22 Capital Improvement Plan is amended to direct \$56,803 from the HART
24 Trails Fund to the Small Works Trails Maintenance Fund:

25 Section 2. This is a budget amendment ordinance only, is not permanent in nature, and shall
26 not be codified.
27

28 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 9th day of May, 2022.
29

30 CITY OF HOMER
31

32
33 _____
34 KEN CASTNER, MAYOR
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36 ATTEST:

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39 _____

40 MELISSA JACOBSEN, MMC, CITY CLERK

41

42

43 AYES:

44 NOES:

45 ABSTAIN:

46 ABSENT:

47

48

49 First Reading:

50 Public Reading:

51 Second Reading:

52 Effective Date:

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55 Reviewed and approved as to form:

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57 _____

58 Rob Dumouchel, City Manager

59

60 Date: _____

Michel Gatti, City Attorney

Date: _____

**ECONOMIC DEVELOPMENT ADVISORY COMMISSION
2021-2022 STRATEGIC PLAN/GOALS**

<p>Ongoing Goals</p>	<p>1. Define what is positive economic development for Homer, and how it leads to the quality of life and growth outcomes desired in the Comprehensive Plan.</p>
	<p>2. Keep our ears to the ground and seek out areas of "lack." Confer with Julie about communicating with City Council and advising them on ways to overcome barriers- "the nexus of economic goals."</p>
<p>Near Term Goals < 6 Months</p>	<p>1. Familiarize with smart growth principles and best practices, and also green infrastructure concepts. Have these in our toolbox when development decisions come our way for consideration.</p> <p><i>Task:</i> Staff to provide smart growth resources.</p> <p><i>Task:</i> Invite a member of the KPB Resiliency and Security Commission make a presentation to the EDC about what the Commission does.</p>
	<p>2. View economic development through the lens of balancing growth with quality of life.</p> <p><i>Task:</i> Create an EDC Mission statement as a guiding principle for what the EDC does.</p> <p><i>Task:</i> Define positive economic development, and what is the role of the EDC is in balancing growth and quality of life.</p>
	<p>3. Housing: affordable short and long term housing. Seasonal workers, general work force, seniors, etc affordable year round housing.</p> <p><i>Task:</i> Define one or two housing types/populations of people to focus on.</p>
	<p>4. Assess jobs training needs and workforce development. Communicate to KPC.</p> <p><i>Opportunity:</i> Invite KBC Director Reid Brewer as speaker, how does the college make course offering decisions? How is work force development part of the planning? What does the KBC Advisory Board do?</p> <p><i>Opportunity:</i> KPEDD/Chamber to host in Homer will be hosting a jobs meeting for employers to help them learn how to attract workers, and a job fair for job seekers.</p>
	<p>5. Do some outreach to local businesses to take the pulse of the business community in pandemic recovery.</p>
	<p>6. Present an annual report of EDC accomplishments to the City Council</p> <p><i>Task:</i> approve memo to Council, read accomplishments to Council</p>
<p>Mid Term Goals 1 - 3 Years (2020 – 2023)</p>	<p>1. Multipurpose community center (HERC) <i>Status:</i> Scoping study has been funded</p>
	<p>2. Downtown vitalization momentum and wayfinding/streetscape plan</p> <p><i>Status:</i> Wayfinding and Streetscape work ongoing through 21 and implementation activities in 2022</p> <p><i>Longer term:</i> Consider storefront/Downtown and landscaping improvement program</p>

	3. Economic resiliency planning. <i>Opportunity:</i> EDC provide suggestions to KPEDD on the business tool box. EDC promote tool box to community.
Long Term Goals 5 Years or More (2025+)	1. BR&E – review annually and plan for a new report (5 year mark is 2022-2023) <i>Opportunity:</i> consider a funding request for the FY 2024-2025 budget

OVERALL EDC DUTIES AND RESPONSIBILITIES

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; www.codepublishing.com/AK/Homer. The EDC also assists with official City planning documents including the following:

- Kenai Peninsula Economic Development District (KPEDD) – Regional Comprehensive Economic Development Strategy (link will bring you to all KPEDD reports): <https://kpedd.org/reports>
- Homer’s Comprehensive Economic Development Strategy (CEDS): www.cityofhomer-ak.gov/economicdevelopment/comprehensive-economic-development-strategy
- Business Retention and Expansion Survey Report (BR&E): <https://www.cityofhomer-ak.gov/economicdevelopment/2017-business-retention-expansion-survey-report>
- Homer Comprehensive Plan: <https://www.cityofhomer-ak.gov/planning/comprehensive-plan>

DUTIES OF COMMISSION/STAFF

Commissioners

- Attend City Council meetings as assigned.
- Attend work sessions and training opportunities.
- Come prepared to make a motion for action at meetings, or ask staff before the meeting for more information.
- Communicate with City Council members to gain support on EDC-related projects that need sponsorship at the Council level.

Staff (Julie Engebretsen)

- Aid the Chair in setting the agenda.
- Compile packet material from commissioners, write backup memos, and submit to Clerk.
- Provide information on items the commission needs to review annually.
- Inform the Commission of City Council actions and discussion of economic development related issues.

Clerk’s Office

- Aid Staff in compiling packet materials and print/distribute them to the Commission.
- Aid Staff and Chair in setting the agenda.
- Tracking yearly items such as reappointments and elections.
- Help the Commission learn to be more efficient and effective in their meetings.
- Support the Commission’s ability to communicate with the Mayor and City Council (through Memorandums, Resolutions, and Ordinances).

**PORT AND HARBOR ADVISORY COMMISSION
2022-2023 STRATEGIC PLAN**

Approved April 27, 2022

Annually, the PHC prioritizes a list of ongoing, short, medium and long-term goals to aid the commission in charting a general course for the year and keeping on-task.

Ongoing Goals	1. Provide timely, relevant comment to the City Council on Port and Harbor issues.
	2. Harbor Budget: Gain a better understanding of the process, have more communication on budget/projects between City and Harbor Staff, and review it at least annually at meetings.
	3. Establish committees when needed to work on specific tasks.
	4. Maintain the Port and Harbor Marketing Plan, continue lobbying efforts to City Council to maintain marketing funds and working closely with the Homer Marine Trades Association.
	5. Promote and support the new Large Vessel Port Expansion Project.
Short Term Goals By End of 2022	1. Continue working with City Council and City Manager to lower administrative costs to the Harbor Enterprise.
	2. Continue developing more paid parking on the Spit.
	3. Continue identifying other sources of revenue.
	4. Establish a goal for reserves and continue to understand the budget, include setting fees, and dedication of sales tax.
	5. Promote workforce development and housing on the Spit, specifically to seasonal workers.
	6. Develop recommendations to hire a Port and Harbor Project Manager.
Mid Term Goals 1 - 3 Years (2023 – 2025)	1. Create a 5-year Float Replacement Plan for the Small Boat Harbor.
	2. Seek funding to construct the Large Vessel Haul-out and Repair Facility.
	3. Develop a Homer Spit Parking Lot Improvement Plan.
	4. Explore a vessel and vehicle traffic study for the Spit to address congestion issues in the harbor.
	5. Review and provide support on rewriting the Spit Comprehensive Plan.
Long Term Goals 5 Years or More (2027+)	1. Work with Federal and State agencies to develop long-term erosion control measures for the Spit.
	2. Continue to work on overslope opportunities and leasable properties.

OVERALL PHC DUTIES & RESPONSIBILITIES

The purpose of the PHC is to act in an advisory capacity to the City Manager and the City Council on the problems and development of the City's Port and Harbor facilities. Consideration may include the physical facilities, possible future development, and recommendations on land use within the port and harbor areas. Duties and responsibilities are outlined in the PHC's Bylaws and under Homer City Code 2.64.040.

Links to online info:

- Homer City Code 2.64: www.codepublishing.com/AK/Homer
- Homer Port and Harbor Website: www.cityofhomer-ak.gov/port
- Port of Homer Terminal Tariff No. 1: www.cityofhomer-ak.gov/port/port-homer-terminal-tariff-no-1
- City of Homer Adopted Budget: www.cityofhomer-ak.gov/finance/budgets
- Spit Comprehensive Plan: <https://www.cityofhomer-ak.gov/planning/spit-comprehensive-plan-2011>

DUTIES OF COMMISSION/STAFF

Staff Liaison

- Assisting the Chair in setting meetings, preparing agendas, and other documentary material, and coordinating the acquisition of needed materials and training.
- Drafting/submitting reports, memos, and recommendations for those agenda items requiring decisions or recommendations by the Commission to City Council.
- Provide yearly information about the budget.
- Inform the Commission of City Council actions and discussion of harbor-related issues.

Commissioners

- Attend City Council meetings as assigned.
- Attend worksessions and training opportunities.
- Come prepared to make a motion for action at meetings, or ask staff before the meeting for more information.
- Request information from the Staff Liaison or Presiding Clerk.
- Understand their role as an advisory body to City Council; for any change to happen regarding City policies or code usually a council member has to support a PHC's idea and be willing to sponsor a resolution or ordinance to change established City policies or rules.
- How the commission (as a whole) can communicate:
 - Work with the City Manager through the Staff Liaison to keep City Council informed on developing initiatives.
 - Send memos to Council periodically so they have a written report of what's going on; these are written by staff and likely will be part of the City Manager Report or under the PHC Report.
 - Have a Commissioner speak at a Council Meeting under Reports; the PHC is scheduled to give a report at the next City Council meeting following the PHC's regular monthly meeting. It is best to rotate members so Council gets to see and hear from each of you over time. Pay attention to feedback from Council; the Commission may need to change direction, or come up with more support for the topic.

Clerks

- Helps with packet preparation and dissemination
- Records meetings and prepares meeting minutes
- Ensures meetings are properly advertised
- Helps members understand and comply with City policies and procedures governing advisory bodies
- Helps the Commission learn to better communicate with City Council (Memorandums vs Resolutions and Ordinances)

REMINDER

Get Your Short Term Vacation Rental Registered for Sales Tax Today!

<https://www.kpb.us/finance-dept/sales-tax/sales-tax-home>

We are excited to host visitors from all over the world and Homer has many wonderful lodgings available! The City of Homer would like to remind you that *Short Term Rental Sales Tax*, charged on a per-unit, per-night basis, is how our visitors contribute their fair share for the essential city services that make Homer such a great place to live and visit.

Sales tax evasion hurts the community by creating an unfair competitive environment for businesses and reducing funding for Kenai Peninsula Schools and City of Homer programs like road maintenance, snow plowing, trail maintenance, utility expansion, police, firefighting, and emergency response services.

Is Sales Tax Required?

Short Term Rental
Vacation Rental
AirBnB
VRBO
Bed & Breakfast
Hotel
Motel
Long Term Rental



**To Register your Rental,
or any other Business,
and to Pay Sales Tax
visit:**

<https://www.kpb.us/finance-dept/sales-tax/sales-tax-home>

- or -

**Contact the KPB Sales Tax
Division
at 907-714-2175 or
salestax@kpb.us**

Scan QR Code to Download
KPB Guide for Landlords or
Lodging Providers





City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue
Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: April 7, 2022
SUBJECT: City Manager's Report for April 11, 2022 Council Meeting

Barge Redoubt

On March 31st the barge Redoubt broke free from its moorings and drifted ashore in Mud Bay. This triggered calls from the public to the Harbormaster's office. The Harbormaster kept Coast Guard Sector Anchorage, Homer Dispatch, and my office updated as the situation unfolded. The tug Bob Franko and support vessel Allan G were able to work together to get the Redoubt moved back to deeper waters.



Food Truck Follow Up

Immediately after the passage of Ordinance 22-15(S)(A), staff began the transition of mobile food service (food truck) licensing from the Police Department to the Planning and Economic Development offices. We have compiled contact information for food trucks that have been licensed in Homer in the past few years and will be proactively reaching out with information on the updated code and fees. For the few food trucks that registered before the code change, I have staff offering refunds of the difference between the old and new license fees to ensure a fair starting point for the trucks doing business in Homer this year.

Short Term Rentals and Sales Tax

My office and the Finance Director have been collaborating on a public education flyer that will be mailed to all utility customers regarding sales tax for rentals. Short term rentals are subject to sales tax on a per-unit, per-night basis. The taxes collected must be remitted to the Kenai Peninsula Borough. We are in the process of sharing a draft with KPB sales tax division staff to ensure that it is accurate and does not conflict with any information provided by the Borough. If all parties

water/sewer bills at the end of April. Regarding the larger discussion about short term rentals and the impacts they create on the City, I am working with Planning and Economic Development on the topic and intend to come to Council with a proposed pathway for addressing this issue in a comprehensive manner at a future meeting.

Kachemak Way Sewer Repair

Update from the Public Works Director regarding the recent road closure and sewer repair project on Kachemak Way: *It pays to have a Plan B when you go out of town! This is the lesson a homeowner on Kachemak Way learned recently. The fellow who was looking after the house noticed sewage starting to back up in the house. He called Public Works, who after investigating the situation, concluded the service line was broken, in the road way, making it the City's responsibility. The operators mobilized traffic control to close the road to through traffic and a large excavator to dig up the service line. The water/sewer crew found two separate cracks in the service line, repaired them, and turned the site back to the operators who filled in the hole, cleaned up the site and got traffic moving again the same day. The homeowner came back to a happy and healthy house.*

Main Street Sidewalk – It's Time!

The design for the Main Street Sidewalk is complete and we're advertising the project for bid. Bids will be due May 2, 2022, and brought to the City Council for contract award on May 9. We're projecting construction will start in early June and be complete by October 31st. The project will install an asphalt sidewalk on the west side of Main Street from the Homer Theatre to Dehl Avenue, by Bayview Park. The project will include ADA ramps at all intersections, ADA access to Bayview Park and storm drain upgrades.

Coast Guard City Planning

The City's relationship to the Coast Guard is very important and there is a strong desire to strengthen that relationship over the coming years. At the visioning session in March, pursuit of a Coast Guard City designation was identified as a future project. Christine Drais, Assistant to the City Manager, and Councilmember Venuti met April 1st to start talking about the process of become a Coast Guard City and ways the City and other local stakeholders can work together to make Homer a great homeport for those stationed here.

Burn Regulations

Fire Chief Kirko and I met with Councilmembers Venuti and Aderhold to discuss issues connected to burning within city limits. We are evaluating existing code and permit conditions to see how they can be modernized to better serve the community. I anticipate an extended public engagement process that may be integrated into the building code and code enforcement discussions that were a high priority for Council at the visioning in March.

State Approval of Homer as Official Early Voting Site

Update from the City Clerk: *In past State elections, Homer City Hall has served as an Absentee in Person polling site for the two weeks prior to each election. What this means is voters come in and complete an absentee in person affidavit envelope, are issued a ballot, the voted ballot is sealed its envelope, and batches of envelopes with voted ballots are mailed daily to Juneau. Once in Juneau the envelopes are reviewed, voter registration is verified, cross checks are completed to ensure the absentee voter didn't vote on election day, and then those ballots are counted and included in the final count that gets certified. Over the last several years the number of absentee in person voters has increased significantly in Homer and our Region 1 Director requested that Homer be added as an Early Voting Site. What this change means is that when voters come in during the two weeks prior to election day, they will check in with the election official who will pull up their information and print an affidavit form for the voter to sign affirming that they are a registered voter and that their information is correct. The voter*

will then be issued a ballot that will be counted by the optical scan unit that's on site, just like on election day. Those counts will then be transmitted to Juneau and be included in the election day results. If a voter comes to vote early and their voter registration information is incorrect, then they will be asked to use the absentee in person voting method, and their absentee in person affidavit envelope will be used to update their voter registration through the State system. The Clerk's office is very excited about this change! Please feel free to call us at 907-235-3130 with questions, and if we don't have the answer, we'll help you find it. The deadline to update your voter registration for the June 11th State Special Election is May 15th. Voter registration is available at the City Clerk's Office, the Homer Public Library, and online at elections.alaska.gov. You will also find a helpful video at that web address that explains Ranked Choice Voting. If you're interested in serving as an election official in the 2022 elections please contact the Clerk's office.

Grant Symposium and Lobbying Efforts

Senator Murkowski's office is hosting a federal grants symposium in Anchorage April 11th and 12th. The City's grant specialist, Special Project Coordinator Jenny Carroll, and Harbormaster Bryan Hawkins will be attending the symposium to gather valuable information for the City. They are also tentatively scheduled to make a brief trip to Juneau to reconnect with some legislators regarding City priorities.



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue
Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: April 21, 2022
SUBJECT: City Manager's Report for April 25, 2022 Council Meeting

Tasmania Court

East Road Services Inc. started work on the Tasmania Ct. Water and Sewer Main Extensions on Monday, April 18th. They plan to install the sewer main first and have begun excavation, pipe-laying and dewatering along the south side of West Tasmania Ct. Construction of the sewer main is expected to be completed by mid-May. Work on the water main is expected to begin on May 19th and will be complete by early June. The entire project is expected to be complete by June 21st.



Planning and Economic Development Meeting

I met with City Planner Rick Abboud and Economic Development Manager Julie Engebretsen to work on implementation steps and strategies for efforts related to building code implementation, a comprehensive plan rewrite, zoning code modifications, and general housing/short term rental improvements. These are all complex and heavily interconnected efforts. We want to make sure that we are conducting a lot of public engagement, that the public is getting the max value per engagement, and that all of our projects are working well together. Additionally, we identified that managing boards and commissions will be extremely important as we move forward. We want to make sure we're getting the maximum benefit of those groups and that we don't have different groups working on the same issues in different ways creating confusion and inefficient use of limited personnel resources. Updates on these projects will continue to come to Council as we firm up our plans.

Lobbying Update

The City's grant specialist, Special Project Coordinator Jenny Carroll, and Harbormaster Bryan Hawkins traveled to Juneau the week of April 18th to reconnect with legislators and state agency department staffers to advocate for City priorities with J&H Consulting, the City's lobbying firm. Things in Juneau have been very dynamic in regards to scheduling, but our team is making a lot of positive connections related to our priorities so far (they were still in Juneau at the time this report was submitted).

Library & Information Technology Services Department Preparation

At the March visioning session, I shared an updated organization design with Council that included the proposed creation of a Library & Information Technology (LIT) Services Department. Some Library Advisory Board (LAB) members had questions and concerns so I visited the LAB on April 19th to discuss the proposal. They will be writing a memo to me summarizing their thoughts on the matter. I don't have a specific date yet, but I expect to bring an ordinance to Council in the coming months to propose officially creating the LIT Department.

Short Term Rentals and Sales Tax

As noted in my last report, Administration is adding a short term rental sales tax reminder flyer into utility bills this month. Kenai Peninsula Borough Finance Department staff were able to review and comment on our draft flyer. A few small changes were made, and we are now working on printing and distributing them to our utility customers. As a reminder on the big picture of short term rentals and the impacts they create on the City, I am working with Planning and Economic Development on the topic and intend to come to Council with a proposed pathway for addressing this issue in a comprehensive manner at a future meeting.

Summer Parks Prep

The lead up to summer is a busy time for our Parks division. The Little Libraries are being installed at locations around the City, starting with WKFL Park. The RV Dump stations are up and running, just in time for camping season. We are also collaborating with a number of event organizers and nonprofit groups who are looking at hosting events or conducting volunteer activities within our City parks.

Celebrating the 53rd Annual Professional Municipal Clerks Week

May 1 through 7, 2022 will be the 53rd Annual Professional Municipal Clerks Week. Initiated in 1969 by the International Institute of Municipal Clerks and endorsed by all of its members throughout the United States, Canada and 15 other countries, the week is a time of celebration and reflection on the importance of the Clerk's office. Although it is one of the oldest positions in local government, few people realize the vital

services Municipal and Deputy Clerks perform for their community. They are the local officials who administer democratic processes and ensure transparency to the public, which includes keeping the official records of the city, conducting local elections, and facilitate all legislative actions. They act as compliance officers for federal, state, and local statutes, provide parliamentary support to City Council and the commissions/boards, manage public inquiries and relationships, arrange for ceremonial and official functions, and may even serve as financial officers or chief administrative officers. For more information on the Homer City Clerk's Office including our Code of Ethics, staffing history, and the history of the Clerk profession, see the complete Clerk's Office Current and Historical Information Packet online at www.cityofhomer-ak.gov/cityclerk.

ECONOMIC DEVELOPMENT ADVISORY COMMISSION 2022 Calendar

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

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