



Agenda

City Council Regular Meeting

Monday, November 13, 2023 at 6:00 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: 205 093 973 Password: 610853

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE

Council Members Davis and Erickson request excusal.

AGENDA APPROVAL (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual)

MAYORAL PROCLAMATIONS AND RECOGNITIONS

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

RECONSIDERATION

CONSENT AGENDA (Items listed below will be enacted by one motion. If a separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Meeting Agenda at the request of a Councilmember.)

- a. Homer City Council Unapproved Regular Meeting Minutes of October 23, 2023. City Clerk. Recommend adoption.
- b. Memorandum CC-23-253 from Mayor Castner re: Appointment of Daniel Hasche and Holly Brennan to the Economic Development Advisory Commission. Recommend approval.
- c. Ordinance 23-55, An Ordinance of the City Council of Homer, Alaska Accepting and Appropriating an FY 2023 State Homeland Security Program Grant in the Amount of \$88,196.56 from the Alaska Division of Homeland Security & Emergency Management (DHS&EM) to Upgrade Homer Volunteer Fire Department Portable Radios and Provide a Backup Repeater for the City's Public Safety Communications System, Authorizing a Sole Source Request to Contract with PROCOMM Alaska and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Recommended dates Introduction November 13, 2023 Public Hearing and Second Reading November 27, 2023.

Memorandum CC-23-255 from Police Chief as backup.

- d. Ordinance 23-56, An Ordinance of the City Council of Homer, Alaska Extending the Allocation for the Upgrade of the City's Microwave Wide Area Network through June 30, 2024. City Manager/Chief Technology Officer. Recommended dates Introduction November 13, 2023, Public Hearing and Second Reading November 27, 2023.

Memorandum CC-23-256 from Chief Technology Officer as backup.

- e. Ordinance 23-57, An Ordinance of the City Council of Homer, Alaska Amending the FY23 Capital Budget by Appropriating an Additional \$35,000 from the Water Capital Asset Repair and Maintenance Allowance Fund to Purchase One Membrane Filter Module for the Water Treatment Plant. City Manager/Public Works Director. Recommended dates Introduction November 13, 2023, Public Hearing and Second Reading November 27, 2023.

Memorandum CC-23-257 from Public Works Director as backup.

- f. Ordinance 23-58, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Accepting and Appropriating a Hazard Mitigation Grant Program Award in the Amount of \$2,109,033 from the Alaska Division of Homeland Security & Emergency Management (DHS&EM) to Replace the City's Raw Water Transmission Mains and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Recommended dates Introduction November 13, 2023 Public Hearing and Second Reading November 27, 2023.

Memorandum CC-23-258 from Special Projects & Communications Coordinator as backup.

- g. Ordinance 23-59, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Accepting and Appropriating a Hazard Mitigation Grant Program Award in the Amount of \$105,452 from the Alaska Division of Homeland Security & Emergency Management (DHS&EM) to Reimburse City of Homer Costs Associated with Managing and Administering the DHS&EM Hazard Mitigation Grant 4413.001 1R and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Recommended dates Introduction November 13, 2023 Public Hearing and Second Reading November 27, 2023.

Memorandum CC-23-258 from Special Projects & Communications Coordinator as backup.

- h. Ordinance 23-60, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Chapter 7.04 to add new Section 7.04.015 Local Traffic Provisions and Amend Section 7.04.030 Traffic Fine Schedules. Lord. Recommended dates Introduction November 13, 2023, Public Hearing and Second Reading November 27, 2023.

- i. Ordinance 23-61, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Title 5 to add Chapter 5.48 Short Term Rentals. Aderhold/Davis. Recommended dates Introduction November 13, 2023, Refer to Planning Commission and Economic Development Commission, Public Hearing and Second Reading February 26, 2024.

Memorandum CC-23-260 from City Manager as backup.

- [j.](#) Resolution 23-121, A Resolution of the City Council of Homer, Alaska in Support of Full Funding of \$7,644,677 for the State of Alaska Municipal Harbor Facility Grant Program in the FY 2025 State Capital Budget. City Manager/Port Director. Recommend adoption.
- [k.](#) Resolution 23-122, A Resolution of the City Council of Homer, Alaska Awarding the Contract for the Homer Animal Shelter Operation and Management Services to the firm of Homer Animal Services, LLC in the Amount of \$330,000, Transferring \$15,000 of Unencumbered Operating Funds, and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Recommend adoption.

Memorandum CC-23-259 from City Clerk as backup.

VISITORS

- a. Chamber of Commerce Annual Report – Brad Anderson, Executive Director (10 minutes)

ANNOUNCEMENTS / PRESENTATIONS / REPORTS (5 Minute limit per report)

- a. Special Meeting Report
- b. Committee of the Whole Report
- c. Mayor's Report
 - [i.](#) Letter to Aaron Hunting, PE, AKDOT
- d. Borough Report
- e. Planning Commission
 - [i.](#) Planning Commission written report
- f. Port and Harbor Advisory Commission

PUBLIC HEARING(S)

- [a.](#) Ordinance 23-53, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Accepting \$66,650 from the State of Alaska Department of Corrections for Reimbursement for the Purchase of the Jail Van. City Manager/Police Chief. Introduction October 23, 2023 Public Hearing and Second Reading November 13, 2023.

Memorandum CC-23-238 from Police Chief as backup.

- [b.](#) Ordinance 23-54, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Appropriating \$15,000 from the Port Reserves Fund for Repair of the Deep Water Dock Sink Hole. City Manager/Port Director. Introduction October 23, 2023, Public Hearing and Second Reading November 13, 2023.

Memorandum CC-23-239 from Port Director as backup.

ORDINANCE(S)

CITY MANAGER'S REPORT

- [a.](#) City Manager's Report
- [b.](#) Roads and Trails Financial Plans

PENDING BUSINESS

NEW BUSINESS

- [a.](#) Memorandum CC-23-254 from Council Members Lord and Hansen Re: Harbor Expansion General Investigation Continuation Resolution.

RESOLUTIONS

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY ATTORNEY

COMMENTS OF THE CITY CLERK

COMMENTS OF THE CITY MANAGER

COMMENTS OF THE MAYOR

COMMENTS OF THE CITY COUNCIL

ADJOURNMENT Next Regular Meeting is Monday, November 27, 2023 at 6:00 p.m., Work Session at 4:00 p.m. and Committee of the Whole at 5:00 p.m. All meetings are scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Session 23-21 a Regular Meeting of the City Council of Homer, Alaska was called to order on October 23, 2023 by Mayor Ken Castner at 6:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

PRESENT: COUNCILMEMBERS ADERHOLD, DAVIS, ERICKSON, HANSEN, LORD, VENUTI

STAFF: CITY MANAGER DUMOUCHEL
CITY CLERK JACOBSEN
FINANCE DIRECTOR WALTON
PORT DIRECTOR HAWKINS
PUBLIC WORKS DIRECTOR KEISER
SPECIAL PROJECTS & COMMUNICATIONS COORDINATOR CARROLL
RECREATION MANAGER ILLG
CHIEF TECHNOLOGY OFFICER JIRSA
CITY ATTORNEY GATTI

AGENDA APPROVAL (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual)

Mayor Castner announced the supplemental items: **Consent Agenda** Resolution 23-116, A Resolution of the City Council of Homer, Alaska Approving a Lobbyist Contract with J&H Consulting, LLC of Juneau, Alaska for a Term of One Year Commencing December 15, 2023 and Ending December 15, 2024 in the Amount of \$42,000 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Draft lobbyist contract as backup **Announcements/Presentations/Reports** Library Advisory Board Written Report.

ADERHOLD/VENUTI MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

MAYORAL PROCLAMATIONS AND RECOGNITIONS

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

Karin Marks, city resident, commented in support of Resolution 23-119 approving a contract for the new Comprehensive Plan and Title 21 re-write. She's able to attend a lot of the community meetings and hears feedback of the need for a community vision, and the Comp Plan will accomplish that.

RECONSIDERATION

CONSENT AGENDA (Items listed below will be enacted by one motion. If a separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Meeting Agenda at the request of a Councilmember.)

Council Member Aderhold noted Resolution 23-114 and disclosed she is on the board of the Kachemak Heritage Land Trust. She confirmed that neither she nor her family receive any financial benefit related to this action. Mayor Castner ruled Council Member Aderhold does not have a conflict of interest and there was no objection from Council.

- a. Homer City Council Unapproved Regular Meeting Minutes of October 9, 2023. City Clerk. Recommend adoption.
- b. Memorandum CC-23-237 from Mayor Re: Re-appointment of Ingrid Harrald to the Parks Art Recreation and Culture Advisory Commission and Appointment of Beatrix McDonough as Student Representative to the Library Advisory Board. Recommend approval.
- c. Ordinance 23-53, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Accepting \$66,650 from the State of Alaska Department of Corrections for Reimbursement for the Purchase of the Jail Van. City Manager/Police Chief. Recommended dates Introduction October 23, 2023 Public Hearing and Second Reading November 13, 2023.

Memorandum CC-23-238 from Police Chief as backup.

- d. Ordinance 23-54, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Appropriating \$15,000 from the Port Reserves Fund for Repair of the Deep Water Dock Sink Hole. City Manager/Port Director. Recommended dates Introduction October 23, 2023, Public Hearing and Second Reading November 13, 2023.

Memorandum CC-23-239 from Port Director as backup.

- e. Resolution 23-111, A Resolution of the City Council of Homer, Alaska Approving the Updated City of Homer Americans with Disabilities Act (ADA) ADA Transition Plan for City Facilities. Aderhold. Recommend adoption.

Memorandum CC-23-240 from Deputy City Clerk/ADA Coordinator as backup.

- f. Resolution 23-112, A Resolution of the City Council of Homer, Alaska Approving the City of Homer Americans with Disabilities Act (ADA) Transition Plan for Parks, Play Areas, and Campgrounds and will be included as a Chapter of the City of Homer ADA Transition Plan for City Facilities, Services and Programs. Aderhold. Recommend adoption.

Memorandum CC-23-241 from Deputy City Clerk/ADA Coordinator as backup.

- g. Resolution 23-113, A Resolution of the City Council of Homer, Alaska Approving a Task Order to Coble Geophysical Services, LLC in the Not to Exceed Amount of \$53,000 to Design Storm

Water Works for the Kachemak Green Infrastructure Storm Water Management Project, and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director. Recommend adoption.

Memorandum CC-23-242 from Public Works Director as backup.

- h. Resolution 23-114, A Resolution of the City Council of Homer, Alaska Approving a Contract with Kachemak Heritage Land Trust in the not to exceed Amount of \$30,000 to Assist with Acquisition of Properties for the Kachemak Sponge Green Infrastructure Storm Water Management Project and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director. Recommend adoption.

Memorandum CC-23-243 from Public Works Director as backup.

- i. Resolution 23-115, A Resolution of the City Council of Homer, Alaska Authorizing the City Manager to Apply to the Environmental Protection Agency for a Multipurpose Brownfield Grant in Support of Revitalization of the Homer Education and Recreation Complex (HERC) Site. City Manager. Recommend adoption.

Memorandum CC-23-244 from Economic Development Manager as backup.

- j. Resolution 23-116, A Resolution of the City Council of Homer, Alaska Approving a Lobbyist Contract with J&H Consulting, LLC of Juneau, Alaska for a Term of One Year Commencing December 15, 2023 and Ending December 15, 2024 in the Amount of \$42,000 ad Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Recommend adoption.

Memorandum CC-23-245 from Special Projects & Communications Coordinator as backup.

- k. Resolution 23-117, A Resolution of the City Council of Homer, Alaska Approving an Amendment to the Copper River Seafoods Lease for a Portion of Lot 13B, City of Homer Port Industrial Subdivision No. 2 According to the Plat No. 80-92, KPB Parcel 18103425. City Manager. Recommend adoption.

Memorandum CC-23-246 from Port Lease Manager as backup.

- l. Resolution 23-118, A Resolution of the City Council of Homer, Alaska Directing City Administration to Investigate Potential Locations and Related Costs for a Future City of Homer Multi Use Community Recreation Center for Council Review. Aderhold/Erickson. Recommend adoption.

Memorandum CC-23-247 from Recreation Manager as backup.

City Clerk Jacobsen read the consent agenda.

ADERHOLD/VENUTI MOVED TO ADOPT THE CONSENT AGENDA AS READ.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

VISITORS

ANNOUNCEMENTS / PRESENTATIONS / REPORTS (5 Minute limit per report)

a. Worksession Report

City Manager Dumouchel reported there was a discussion about financial reporting, focused on templates and types of information Council would like to see.

b. Committee of the Whole Report

Council Member Aderhold reported Council briefly discussed Resolutions 23-114 and her involvement with the Kachemak Heritage Land Trust and 23-117 Copper River Lease amendment requesting that minutes be provided. The Council then had discussion with staff regarding the Homer Harbor Expansion Funding, and heard public comment.

c. Mayor's Report

Mayor Castner reported since their last meeting he attended two Port and Harbor Advisory Commission meetings where they drilled into the Harbor Expansion Funding. He's had side conversations with others regarding his demeanor and position on it. He's learned a lot and there are a lot of unanswered questions that will help shape where this will go.

d. Borough Report

e. Economic Development Advisory Commission

Economic Development Advisory Commissioner Gordon Pitzman reported at their last meeting the Commission heard a presentation on the HART Fund policy manual review and other reports and updates. They continue to discuss the housing issue, work on their 2024 strategic plan, and made recommendations to their 2024 meeting schedule. He said they look forward to participating in the Comprehensive Plan update and announced there is an opening on the Commission.

f. Port and Harbor Advisory Commission

g. ADA Advisory Board

Council Member Aderhold reported at their last meeting the Board had their annual training. They discussed Ramp 7 access at the harbor, and concerns about the Svedlund sidewalk design being

geared toward what's easier for utilities than accessibility for people. They also approved their meeting schedule with a time change to 4:00 p.m. She added they have an open seat on the Board.

h. Library Advisory Board

A written report was provided in the supplemental packet.

i. Parks Art Recreation and Culture Advisory Commission

Parks Art Recreation and Culture Advisory Commissioner Ingrid Harrald recognized Deb Lowney who has stepped down from the Commission. At their last meeting they had the Svedlund plan that just came out and reviewed the Karen Hornaday Assessment from Corvus Design. They had a presentation on the 10 year plan moving toward a Parks Department. They discussed Ordinance 23-49 and what the transition would look like for recreation. The Commission had a park walk through at Mariner Park where Deputy Harbormaster Glidden addressed how the camping was managed and the usefulness of the transition of camping management to the Harbor.

j. Prince William Sound Regional Citizens Advisory Council

i. Prince William Sound Regional Citizens Advisory Council written report

Robert Archibald, Homer's representative to the Prince William Sound Regional Citizens Advisory Council provided a brief overview of the materials he provided in the Council's packet.

PUBLIC HEARING(S)

- a. Ordinance 23-52, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Appropriating an Additional \$7,000 from the Port Fleet Reserves Fund to Purchase a Plow Truck. City Manager/Port Director. Recommended dates Introduction October 9, 2023, Public Hearing and Second Reading October 23, 2023.

Memorandum CC-23-230 from Port Director as backup.

Mayor Castner opened the public hearing. There were no comments and the hearing was closed.

ADERHOLD/VENUTI MOVED TO ADOPT ORDINANCE 23-52 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- b. Ordinance 23-21(S)(A), An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Section 22.010.050 to Specify that Preliminary Plats Approved by the City Shall

Include all Development Commitments Made to the City. Davis/Erickson. Introduction April 10, 2023 and Refer to Planning Commission, Public Hearing August 28, 2023, Public Hearing and Second Reading October 23, 2023.

Memorandum CC-23-249 from City Planner as backup.
Memorandum CC-23-217 from City Planner as backup.

Mayor Castner opened the public hearing. There were no comments and the hearing was closed. Mayor Castner announced there is motion on the floor for the adoption of Ordinance 23-21(S)(A) that has been postponed from June 26th and opened the floor for discussion.

Council Member Erickson noted she will bring forward a memorandum expressing intent to work with staff and the Commission on the recommendations in Table 1 for amendments to Title 11 and 22.

Council Members Aderhold and Lord expressed their appreciation for the work done on this ordinance and shared they will not support it because they believe the recommendations outlined from the Planning Commission outlined in Table 1 is their preferred avenue to proceed.

Council Members Davis and Erickson expressed their support for the ordinance because they feel that it accomplishes a goal for subdivision development, and they can still address the Planning Commission recommendations after this ordinance is adopted.

VOTE: YES: DAVIS, ERICKSON
NO: HANSEN, LORD, VENUTI, ADERHOLD

Motion failed.

ORDINANCE(S)

CITY MANAGER'S REPORT

a. City Manager's Report

City Manager Dumouchel noted his report in the packet and highlighted work being done for the 40th anniversary of our Sister City relationship with Teshio, Japan, progress on an ordinance regarding short term rentals, and trail map updates. He advised that the November 13th work session topic of the wage scale is being postponed and there will be an executive session regarding IT matters in its place. Mr. Dumouchel also addressed the incident report regarding the Homer Volunteer Fire Departments response to a boat fire at the harbor. There was a separate incident with a fire at the solid waste facility and during that response, multiple call outs occurred during and after. He emphasized the level of response and departmental effort, and invited anyone interested in volunteering to contact the Fire Department for more information.

There was brief discussion about better informing Boards and Commission on city matters that relate to them.

Regarding the Homer Harbor Expansion funding, City Manager Dumouchel expressed his intent to have legislation on the next agenda.

PENDING BUSINESS

NEW BUSINESS

- a. Memorandum CC-23-250 from City Clerk re: Selection of Mayor Pro Tem for 2023/2024.

VENUTI/DAVIS MOVED TO APPOINT COUNCIL MEMBER LORD AS MAYOR PRO TEM.

There were no other nominations made, and no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- b. Memorandum CC-23-251 from Mayor re: Proposal for 2023/2024 Work Plan.

Mayor Castner reviewed his memorandum regarding a 2023 and 2024 work plan and timeline, and suggested projects for Council champions. His intent is a systematic way to get matters before Council at meetings to keep them apprised of the projects, and keep them involved with staff and commissions/boards as the year progresses.

There was discussion regarding process, staff availability, and topics to be considered.

City Council agreed by consensus on the following topics and champions-

- Harbor Expansion – Lord and Hansen
- Financial Plan – Lord and Davis
- Recreation – Aderhold and Erickson
- Business Licensing – Mayor and Venuti
- Green Infrastructure – Aderhold and Venuti
- Lands Policy – Mayor and Davis

RESOLUTIONS

- a. Resolution 23-119, A Resolution of the City Council of Homer, Alaska Awarding a Contract to Agnew::Beck Consulting of Anchorage, Alaska for an Amount not to Exceed \$650,000 for the Purpose of Developing a New Comprehensive Plan and Complete Update of the Title 21 Zoning and Planning Code and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager.

Memorandum CC-23-248 from City Planner as backup.

ADERHOLD/LORD MOVED TO ADOPT RESOLUTION 23-119 BY READING OF TITLE ONLY.

Council Member Aderhold commented in support of the resolution, it's becoming more evident that we need to work on a Comprehensive Plan. It's coming up in discussion at public meetings, most recently at the recent Guiding Growth discussion. She shared regarding a recent meeting she attended with the Alaska Ocean Observing System where they discussed community growth in Mat-Su and Homer and the need to address the changing demographics. Ms. Aderhold also noted it's been Council's intent for over a year now to address this, and the City has put out a request for qualifications (RFQ) and request for proposals (RFP) that firms responded to at their own expense under faith that the City intended to do this, and it would be disingenuous of them to not award the contract.

Council Member Lord commented in support of the resolution, sharing about attendance at MAPP meetings where people are excited about changes in our community and guiding growth. She feels the community well poised for engaging in this conversation. She's enthusiastic about it and thinks the contract will serve the community as a whole in working through this.

Council Member Davis also commented in support and shared his excitement for similar reasons, and also looks forward to the zoning code update. He appreciates that they budgeted for it because that was a sticking point last time.

Council Member Erickson expressed her understanding of the Planning Commissions frustration at not being included, as well as some at the Council table. She's not supportive because she feels the process went wrong, and the Planning Commission feels they haven't been heard.

Council Member Venuti commented she will be voting in favor because she recognizes the changes in demographics in our community, but agrees the Planning Commission should have been better informed. She doesn't think they are against it, but feel they should have been involved.

Council Member Aderhold agreed that the Planning Commission should have been better informed and encouraged focusing on doing better going forward. It's her understanding that the Commission has how seen the RFQ and RFP.

City Planner Foster confirmed that materials in the packet for Resolution 23-119 were provided as informational items to the Commission in early September. Going back to fall of 2022, there was a presentation that he gave to Council on this project and he also gave the presentation to the Planning Commission, Economic Development Advisory Commission, and the Port and Harbor Advisory Commission. He added to date, while there has been communication with the Commission about this project, their role isn't in these preliminary steps but they'll have a strong role in the Comprehensive Plan and code rewrite if this goes forward with award of contract.

Council Member Lord noted action Council took with the Harbor Expansion Project where they adopted a resolution outlining their expectations of communication and engagement with the community and the Port and Harbor Advisory Commission. In this instance those things are somewhat lined out in the contract, but it's something to be aware of going forward with Council initiated projects.

Mayor Castner agreed the Comprehensive Plan is long in the tooth in some elements, but not all, and there are things left over that could be finished, but he doesn't want to wait three years to pick up Title 21, there are things that probably need to be done sooner. He hopes they'll be able to add tasks along the way.

VOTE: YES: DAVIS, VENUTI, HANSEN, ADERHOLD, DAVIS
NO: ERICKSON

Motion carried.

- b. Resolution 23-120, A Resolution of the City Council of Homer, Alaska Providing Detail and Direction for Working with Staff to Update Financial Reporting to the Council and Develop a Financial Plan for the City. Lord/Erickson/Mayor.

LORD/ERICKSON MOVED TO ADOPT RESOLUTION 23-120 BY READING OF TITLE ONLY.

Council Member Lord noted the memorandum in their last packet and their work session tonight on reporting financial information, so she feels they've had good discussion and is open to any comments or questions.

Council Member Aderhold said she likes the list in the resolve clause and the idea of using the utility fund as an example to complete financial policies for the general fund and enterprise fund.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

COMMENTS OF THE AUDIENCE

Robert Archibald, city resident, commented regarding Council champions related to recreation and that there three parts to it, community recreation, parks, and the recreational center. Don't forget the parks. He shared regarding the PWSRCAC meeting and using a bicycle wheel and the spokes as an analogy that we are a spoke to the wheel, as other partners are and as spokes decay the wheel becomes unbalanced. He noted being confused at the last PARCAC meeting regarding the tables and graphs in the 10 year plan work done in relation to Resolution 23-047(S). It's unclear where costs are allocated and where Public Works fits in. He hopes they can have the discussion again.

Wayne Aderhold, city resident, commented about the recent passing of Vic Fisher at 99 years old.

COMMENTS OF THE CITY ATTORNEY

City Attorney Gatti had no comments.

COMMENTS OF THE CITY CLERK

City Clerk Jacobsen announced openings on Parks Art Recreation and Culture Advisory Commission, ADA Advisory Board, and Economic Development Advisory Commission, and Student Representative on the Port and Harbor Advisory Commission.

COMMENTS OF THE CITY MANAGER

City Manager Dumouchel thanked Council for all the effort in tonight's meetings. He asked for a minute to work through integrating Council champions and then will be reaching out to Council Members.

COMMENTS OF THE MAYOR

Mayor Castner commented regarding the work in maintaining the Sister City relationship with Teshio, Japan and he's excited to celebrate the 40th anniversary next year. He noted Pam Brody's comments at Committee of the Whole about the Harbor Expansion Project and the difference between general have faith in the process, and here's the detailed information regarding the work that needs to be done. He's open to having a resolution at the next meeting.

COMMENTS OF THE CITY COUNCIL

Council Member Hansen had no comments.

Council Member Erickson shared about local agencies doing exciting things related to substance abuse this weekend. It was encouraging to hear about transformed lives that have gone through the men's center as Set Free. It's cool to know Homer is a place of healing for people, and what the agencies are able to provide for the community.

Council Member Davis commented regarding upcoming Halloween events at the Chamber of Commerce.

Council Member Aderhold reported on Conversations with a Council Member at the Library on the 14th. Four people attended and they had great conversation about the proposal to re-organize various City departments, one of the points being the value of having recreation be part of a group that can support services during a time of big change. They also talked about the status of the HERC and moving forward with a new location, the Finance Department, and a conversation that resonated and reminded that Council sets the tone for the community. When we lash out or aren't measured in our statements at the table or out in town, the community follows and we need to think about that. She

also reminded them of Resolution 21-013 hanging in the Council Chambers that says the City of Homer shall promote civility by listening respectfully to people have different views, avoiding language or actions that are insulting or derogatory to others, and supporting efforts to work together. She commented outgoing Assembly Member Lane Chesley was asked to give the invocation at his last meeting and shared why he values the invocation as a moment to pause, let go of the rest of the day and come with a full heart and mind into the work of the Assembly. She recognized Vic Fisher, the last surviving member of the Constitutional Convention, who passed away. She share one of his bid contribution to the State Constitution was local control, and ensuring municipalities have the maximum amount of local control.

Council Member Venuti shared of her experience in meeting Vic Fischer and encouraged reading his book that's available at the library. She appreciates of how he encouraged citizens to be involved at any level. She recognized Council Member Erickson and her family for being recognized by Set Free for their support and care of their residents. She heard the sirens from the fire station in their recent flurry of calls and appreciates all the work they do. She wished everyone a safe Halloween and mentioned that Story Real Estate collects candy donations and distributes it to the Bayview and Mountain View areas.

Council Member Lord recommended going and seeing the kids out trick or treating. She shared appreciation and remembrance for Vic Fischer, and for the Homer Volunteer Fire Department staff and volunteers. She thanked Deb Lowney for service on PARCAC. She attended the Cook Inlet Harbor Safety Meeting and shared information about the harbor safety plan they are working on. One of their verbal commitments is to get people more aware of it and make sure mariners who may not be piloted or otherwise engaged, know that it exists at www.cookinletharborsafetycommittee.org

ADJOURNMENT

There being no further business to come before the Council Mayor Castner adjourned the meeting at 8:23 p.m. The next Regular Meeting is Monday, November 13, 2023 at 6:00 p.m., Work Session at 4:00 p.m. and Committee of the Whole at 5:00 p.m. All meetings are scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Melissa Jacobsen, MMC, City Clerk

Approved:_____



MEMORANDUM

Appointment of Daniel Hasche and Holly Brennan to the Economic Development Advisory Commission.

Item Type: Action Memorandum
Prepared For: Homer City Council
Date: November 7, 2023
From: Mayor Castner

Daniel Hasche is appointed to the Economic Development Advisory Commission to fill the seat vacated by Tulio Perez. The term expires April 1, 2026.

Holly Brennan is appointed to the Economic Development Advisory Commission to fill the seat vacated by Luke Gamble. The term expires April 1, 2024.

Recommendation

Confirm the appointments of Daniel Hasche and Holly Brennan to the Economic Development Advisory Commission.

Attachments:

Lindsey Wold application
Daniel Hasche application
Holly Brennan application

Published on *City of Homer Alaska Official Website* (<https://www.cityofhomer-ak.gov>)

[Home](#) > [Application for Appointment to an Advisory Body](#) > [Webform results](#) > Application for Appointment to an Advisory Body

Submission information

Form: [Application for Appointment to an Advisory Body](#) [1]

Submitted by Visitor (not verified)

Fri, 10/27/2023 - 12:30pm

166.198.252.19

Applicant Information

Full Name

Lindsey Wold

Physical Address Where you Claim Residency

1012 Wee Burn Dr, Juneau 99801

Mailing Address

1012 Wee burn dr, Juneau 99801

Phone Number(s)

3145187967

Email

linjmcintyre@gmail.com

Advisory Bodies

- Parks, Art, Recreation & Culture Advisory Commission – Meetings held on the 3rd Thursday of February through June and August through November at 5:30 p.m.
- Economic Development Advisory Commission – Meetings held on the 2nd Tuesday of each month at 6:00 p.m.

Residency

Are you a City Resident? No

How long have you been a resident of the South Peninsula Area? 5 months

Background Information

Have you ever served on a similar advisory body?

I've been on advisory boards in the Midwest.

Other memberships

N/a

Special Training & Education

I have a Master's degree in Applied Behavioral Health Research and have worked with families helping children mitigate externalizing behaviors (i.e. ADHD, depression, temper tantrums, etc). I also own a behavioral health clinic in the Midwest and opening one in Alaska.

Why are you interested in serving on the selected Advisory Body?

Currently I live in Juneau and I am very interested in moving to Homer in 2024.

Source URL:<https://www.cityofhomer-ak.gov/node/9051/submission/51368>

Links

[1] <https://www.cityofhomer-ak.gov/cityclerk/application-appointment-advisory-body>

Published on *City of Homer Alaska Official Website* (<https://www.cityofhomer-ak.gov>)

[Home](#) > [Application for Appointment to an Advisory Body](#) > [Webform results](#) > Application for Appointment to an Advisory Body

Submission information

Form: [Application for Appointment to an Advisory Body](#) [1]

Submitted by Visitor (not verified)

Mon, 10/30/2023 - 6:55am

162.142.118.16

Applicant Information

Full Name

Daniel R Hasche

Physical Address Where you Claim Residency

2770 bay vista ct

Mailing Address

2770 bay vista ct

Phone Number(s)

907.756.3385

Email

iflhomer@gmail.com

Advisory Bodies

Economic Development Advisory Commission – Meetings held on the 2nd Tuesday of each month at 6:00 p.m.

Residency

Are you a City Resident? Yes

If yes, how long have you been a City Resident? 6 years

How long have you been a resident of the South Peninsula Area? 6 years

Background Information

Have you ever served on a similar advisory body?

If so please list when, where, and how long:

no

Other memberships

Please list any current memberships or organizations you belong to related to your selection(s):
none

Special Training & Education

Please list any special training, education, or background you may have which is related to your selection(s):
None

Why are you interested in serving on the selected Advisory Body?

Please briefly state why you are interested in serving on the advisory body selected. This may include information on future goals or projects you wish to see accomplished or any additional information that may assist the Mayor in the decision making process.

I would like to serve on this committee because I am very interested in the future of Homer. I am also looking to broaden my skill set and become more involved in the community.

Source URL: <https://www.cityofhomer-ak.gov/node/9051/submission/51371>

Links

[1] <https://www.cityofhomer-ak.gov/cityclerk/application-appointment-advisory-body>

Published on *City of Homer Alaska Official Website* (<https://www.cityofhomer-ak.gov>)

[Home](#) > [Application for Appointment to an Advisory Body](#) > [Webform results](#) > Application for Appointment to an Advisory Body

Submission information

Form: [Application for Appointment to an Advisory Body](#) [1]

Submitted by Visitor (not verified)

Tue, 10/31/2023 - 2:53pm

162.142.118.19

Applicant Information

Full Name

Holly Brennan

Physical Address Where you Claim Residency

3637 Poppy Cir

Mailing Address

3637 Poppy Cir

Phone Number(s)

402-302-0771

Email

hollyfromhomer@gmail.com

Advisory Bodies

Economic Development Advisory Commission – Meetings held on the 2nd Tuesday of each month at 6:00 p.m.

Residency

Are you a City Resident? Yes

If yes, how long have you been a City Resident? 38 years

How long have you been a resident of the South Peninsula Area? 38 years

Background Information

Have you ever served on a similar advisory body?

Though I've been asked to, I have not served on any City committees or advisory boards previously.

Other memberships

Homer Council on the Arts, KBBI, Homer Chamber of Commerce

Special Training & Education

Before I resigned to pursue my current employment, I worked for the City of Homer for over a decade (2008-2019), so I'm familiar with how the City as a whole, City Council, and the subcommittees work together to make and achieve goals big and small, long- and -short-term. I have attended numerous City Council meetings as a citizen to testify, and listen to those and other meetings when broadcast on a regular basis.

Why are you interested in serving on the selected Advisory Body?

I was born and raised in Homer and have actively participated in diverse groups and events in Homer most of my life. I moved back here after college permanently, knowing this is where I wanted to plant my roots. Now working for a local small business (Alaska Salt Co., which purchased a building on Pioneer Avenue this year) the economic health of Homer is vital to my ability to continue successfully living and working here. While my energy and time are currently limited, I believe my experiences growing up and now living here as an adult will make a positive impact on the Economic Development Advisory Commission and Homer as a whole.

Source URL: <https://www.cityofhomer-ak.gov/node/9051/submission/51374>

Links

[1] <https://www.cityofhomer-ak.gov/cityclerk/application-appointment-advisory-body>



MEMORANDUM

Ordinance 23-55, An Ordinance of the City Council of Homer, Alaska Accepting and Appropriating an FY 2023 State Homeland Security Program Grant in the Amount of \$88,196.56 from the Alaska Division of Homeland Security & Emergency Management (DHS&EM) to Upgrade Homer Volunteer Fire Department Portable Radios and Provide a Backup Repeater for the City's Public Safety Communications System, Authorizing a Sole Source Request to Contract with PROCOMM Alaska and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager.

Item Type: Backup Memorandum
Prepared For: Mayor and City Council
Date: October 20, 2023
From: Chief Robl
Through: Rob Dumouchel

I am pleased to report that the City has been awarded a FY2023 Homeland Security grant in the amount of \$88,196.56 for upgrading public safety communications within the City.

The grant will accomplish two important upgrades. It funds the purchase and installation of a backup repeater for Homer's public safety radio system. When one repeater goes down we, we lose that radio resource as it is sent back to the factory for repair. The best case scenario is a 6 to 8-week outage, if they have the parts in stock. With the on-going supply chain troubles, though, it is likely it will be down for several months. This can have serious consequences during a major incident response.

The grant also provides funds to purchase twelve Homer Volunteer Fire Department portable radios with Bluetooth technology that can integrate with the Department's new Self-Contained Breathing Apparatus (SCBA). In 2020, the City replaced HVFD's non-NFPA-compliant SCBA. The new models allow responders' radios to connect via noise-cancelling Bluetooth technology in the SCBA headpieces for hands free communications. Noise cancelling greatly improves communications by reducing the ambient noise typical radio microphones pick up during voice transmissions in loud environments. Hands-free communication is extremely beneficial during rescue operations when hands are needed for other tasks and could possibly save a firefighter's life if they become injured or trapped in a fire and cannot use their hands.

Staff also requests to complete this project with a sole source contract to ProComm Alaska for the following reasons:

ProComm Alaska (PCA) has been servicing our radio system for 30 years. Their service has been superb and delivered in an extremely professional manner. They are intimately familiar with our system and the unique radio frequency anomalies in our area.

PCA is the only firm in the State of Alaska that is a certified APCO P25 Systems Specialist and authorized to function as a full service manufacturer's representative for Motorola. Their public safety communications technicians are certified with Motorola factory training.

Recommendation: Accept and appropriate the FY 2023 State Homeland Security Grant in the amount of \$88,196.56 and approve a sole source purchase request to ProComm Alaska for the associated equipment.

**CITY OF HOMER
HOMER, ALASKA**

City Manager

ORDINANCE 23-55

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA ACCEPTING AND APPROPRIATING AN FY 2023 STATE HOMELAND SECURITY PROGRAM GRANT IN THE AMOUNT OF \$88,196.56 FROM THE ALASKA DIVISION OF HOMELAND SECURITY & EMERGENCY MANAGEMENT (DHS&EM) TO UPGRADE HOMER VOLUNTEER FIRE DEPARTMENT PORTABLE RADIOS AND PROVIDE A BACKUP REPEATER FOR THE CITY'S PUBLIC SAFETY COMMUNICATIONS SYSTEM, AUTHORIZING A SOLE SOURCE REQUEST TO CONTRACT WITH PROCOMM ALASKA AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE THE APPROPRIATE DOCUMENTS.

WHEREAS, The City's radio communication system supports the City of Homer's ability to prevent, protect against, respond to and recover from all hazard events; and

WHEREAS, Components of the system require upgrades to keep up with technological advances and maintain interoperability; and

WHEREAS, The City is pleased to have been awarded \$88,196.56 from the Division of Homeland Security and Emergency Management (DSH&EM) to procure and install a backup repeater and procure twelve portable radios for Homer Volunteer Fire Department that integrate with the Department's Bluetooth-enabled Self-Contained Breathing Apparatus; and

WHEREAS, Motorola equipment is the only equipment that will interface properly with the City's existing communications system and allow system functionality to remain the same; and

WHEREAS, The radio equipment must meet P25 Standards and ProComm Alaska is Motorola's only certified APCO P25 Systems Specialist in the State of Alaska; and

WHEREAS, ProComm Alaska is the only firm in the state of Alaska authorized as a full service manufacturer's representative for Motorola equipment, and has serviced City of Homer communications equipment for over thirty years, a sole source contract with ProComm is justified.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

43 Section 1. The Homer City Council hereby amends the FY24 Capital Budget by accepting
44 a FY2023 State Homeland Security Program Grant of \$88,196.56 from the Alaska Division of
45 Homeland Security and Emergency Management as follows:

46

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
151-XXXX	FY2023 State Homeland Security Grant Program	\$88,196.56

49

50 Section 2. The Homer City Council hereby amends the FY24 Capital Budget by
51 appropriating a FY2023 State Homeland Security Program Grant of \$88,196.56 from the Alaska
52 Division of Homeland Security and Emergency Management as follows:

53

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
151-XXXX	Homer Police Dept. Backup Repeater	\$19,624.00
151-XXXX	Homer Volunteer Fire Dept. Mobile Radios	<u>\$68,572.56</u>
	Total:	\$88,196.56

58

59 Section 3. That the City Manager is authorized to request approval from DHS&EM and
60 upon approval enter into a sole source contract with ProComm Alaska to purchase, program
61 and install the radio equipment.

62

63 Section 4. This is a budget amendment ordinance, is temporary in nature, and shall
64 not be codified.

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66 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this ____ day of _____, 2023.

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CITY OF HOMER

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KEN CASTNER, MAYOR

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75 ATTEST:

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79 _____
MELISSA JACOBSEN, MMC, CITY CLERK

80

81 YES:

82 NO:

83 ABSTAIN:

84 ABSENT:

85
86 Introduction:
87 Public Hearing:
88 Second Reading:
89 Effective Date:



MEMORANDUM

Ordinance 23-56, An Ordinance of the City Council of Homer, Alaska Extending the Allocation for the Upgrade of the City's Microwave Wide Area Network through June 30, 2024. City Manager/Chief Technology Officer.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: November 1, 2023
From: Bill Jirsa, Chief Technology Officer
Through: Rob Dumouchel, City Manager

The City of Homer's routed network connects the City's departments and transmits data and phone communications to support the City's basic operations. The network includes almost two dozen private point to point microwave links operated by the City's IT team.

Ordinance 18-44(A) recognized the importance of upgrading the communications network with a \$130,000 investment in equipment that would increase network capacity to meet demand and build greater redundancy into the network to ensure improved availability. After initial delays due to the pandemic and supply chain issues, Ordinance 21-66 extended the availability of the funds to December 31, 2023.

It was not until 2023 after the IT team increased staff to three technicians that the team was able to achieve significant progress with the complex task of designing and implementing the Licensed Microwave links. As of the end of October, the project is on track with the original budget, but a certain amount of work will not be complete by the end of the calendar year.

Forty-five percent of link replacements are complete and presently in service. Of the remaining work, materials for another 20% are on-site and installation work is in progress. Finally, for the last third of the microwave links, the materials are in the procurement process, and will not likely be received before the current deadline.

RECOMMENDATION: Extend the deadline until June 30, 2024 for the funds associated with Ordinance 18-44(A) Licensed Microwave WAN - \$130,000.

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**CITY OF HOMER
HOMER, ALASKA**

City Manager

ORDINANCE 18-44(A)

AN ORDINANCE OF THE HOMER CITY COUNCIL APPROPRIATING FUNDS FOR THE CALENDAR YEAR 2019 FOR THE GENERAL FUND, THE WATER FUND, THE SEWER FUND, THE PORT/HARBOR FUND, CAPITAL PROJECTS, AND INTERNAL SERVICE FUNDS.

THE CITY OF HOMER ORDAINS:

Section 1. Pursuant to the authority of Alaska Statutes Title 29, the following appropriations are made for the calendar year ending December 2019:

General Fund	\$12,250,363
Water Fund	\$ 2,116,651
Sewer Fund	\$ 1,772,014
Port/Harbor Fund	\$ 4,750,515
Capital Projects	<u>\$ 858,024</u>
Total Expenditures	\$21,747,567
Internal Service Funds	\$2,143,964

Section 2. The amounts appropriated by this ordinance are appropriated to the objects and purposes stated in the adopted budget.

Section 3. Grant funds. (a) If grant funds that are received during the fiscal year exceed the amounts of such funds appropriated by this ordinance by not more than \$25,000, the affected appropriation is increased by the amount of the increase in receipts.

(b) If grant funds that are received during the fiscal year exceed the amounts appropriated by this ordinance by not more than \$25,000, the appropriation from city funds for the affected program may be reduced by the excess if the reduction is consistent with applicable federal and state statutes.

(c) If grant funds that are received during the fiscal year fall short of the amounts appropriated by this ordinance, the affected appropriation is reduced by the amount of the shortfall in receipts.

Section 4. Donations or charitable contributions. If donations or contributions are received during the fiscal year that exceed the amounts of such funds appropriated by this

42 ordinance by not more than \$5,000, the affected appropriation is increased by the amount of
43 the increase in receipts.

44
45 Section 5. A copy of the adopted budget shall be certified by the City Clerk and filed in
46 the office of the City Clerk.

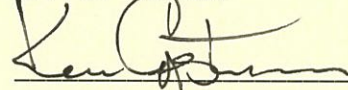
47
48 Section 6. The supporting Line Item Budget detail as presented by the Administration
49 and reviewed by the City Council is incorporated as part of this Budget Ordinance.

50
51 Section 7. The property tax mill levy is set at 4.5 mills for 2019.

52
53 Section 8. This Ordinance is limited to approval of the Budget and appropriations for
54 Calendar Year 2019, is a non code Ordinance and shall become effective January 1, 2019.

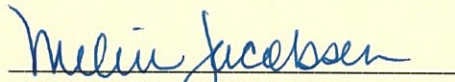
55
56 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 10th day of December, 2018.

CITY OF HOMER



KEN CASTNER, MAYOR

62 ATTEST:



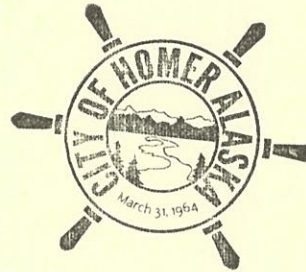
65 MELISSA JACOBSEN, MMC, CITY CLERK

68 YES: 5

69 NO: 0

70 ABSTAIN: 0

71 ABSENT: 1



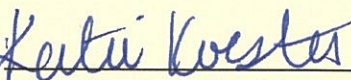
73 First Reading: 10-22-18

74 Public Hearing: 11-26-18, 12-10-18

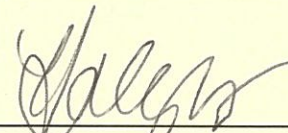
75 Second Reading: 12-10-18

76 Effective Date: 01-01-19

78 Reviewed and approved as to form:



81 Katie Koester, City Manager



Holly C. Wells, City Attorney

83 Date: 1-15-19

Date: 1-28-19

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**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Library Director

ORDINANCE 21-66

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
EXTENDING THE TIME LIMIT TO UPGRADE AND REPLACE THE
CITY'S MICROWAVE WIDE-AREA NETWORK THROUGH DECEMBER
31, 2023.

WHEREAS, The departments of the City of Homer are connected through a microwave
Wide-Area Network (WAN), which carries data over secure links and provides reliable
communications between buildings; and

WHEREAS, Ordinance 18-44(A) allocated \$130,000 for upgrading and replacing aging
equipment in the WAN; and

WHEREAS, This project was put on hold by construction work on the new police station,
then by Resolution 20-050, and further delayed by the need to carry out projects directly
related to COVID-19; and

WHEREAS, The original appropriation is set to lapse on Dec. 31, 2021.

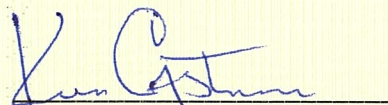
NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. That the original appropriation for the microwave WAN upgrade,
authorized by Ordinance 18-44(A), be extended through Dec. 31, 2023.

Section 2. This ordinance is a budget amendment only, is not of a permanent nature and
is a non code ordinance.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this 8th day of November, 2021.

CITY OF HOMER



KEN CASTNER, MAYOR

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ATTEST:

Melissa Jacobsen

MELISSA JACOBSEN, MMC, CITY CLERK

YES: 6

NO: 0

ABSTAIN: 0

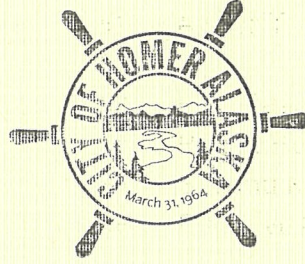
ABSENT: 0

First Reading: 10-25-21

Public Hearing: 11-8-21

Second Reading: 11-8-21

Effective Date: 11-9-21



**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Library Director

ORDINANCE 23-56

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
EXTENDING THE TIME LIMIT TO UPGRADE AND REPLACE THE
CITY'S MICROWAVE WIDE-AREA NETWORK THROUGH JUNE 30,
2024.

WHEREAS, The departments of the City of Homer are connected through a Wide-Area Network (WAN) of private microwave links which provide the City with voice and data communications over a secure network between buildings; and

WHEREAS, Ordinance No. 18-44(A) allocated \$130,000 for upgrading and replacing aging equipment in the microwave Wide-Area Network and establishing higher network speeds and improving reliability; and

WHEREAS, Ordinance No. 21-66 extended the deadline that the project be completed until December 31, 2023; and

WHEREAS, Design work for the final network is complete, roughly half of the equipment has arrived, and the remainder is expected within the first half of 2024.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. That the original appropriation for the microwave WAN upgrade, authorized by Ordinance 18-44(A) and extended to December 31, 2023 by Ordinance 21-66, now be extended until June 30, 2024.

Section 2. This ordinance is a budget amendment only, is not of a permanent nature and is a non code ordinance.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this ____ day of _____, 2023.

CITY OF HOMER

KEN CASTNER, MAYOR

44 ATTEST:

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46 _____

47 MELISSA JACOBSEN, MMC, CITY CLERK

48

49 YES:

50 NO:

51 ABSTAIN:

52 ABSENT:

53

54 First Reading:

55 Public Hearing:

56 Second Reading:

57 Effective Date:



MEMORANDUM

Ordinance 23-57, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Appropriating an Additional \$35,000 from the Water Capital Asset Repair and Maintenance Allowance Fund to Purchase One Membrane Filter Module for the Water Treatment Plant. City Manager/Public Works Director.

Item Type: Backup Memorandum
Prepared For: City Council
Date: October 31, 2023
From: Janette Keiser, PE, Public Works Director/City Engineer
Through: Rob Dumouchel, City Manager

I. Issue: The purpose of this Memorandum is to request an additional appropriation of \$30,061 from the Water CARMA for the purpose of paying increased costs of providing membrane replacement modules for the Water Treatment Plant (WTP).

II. Background:

Homer's drinking water treatment technology involves the use of modules of very small diameter membranes, which are hung on racks, similar to a drying rack of angel hair pasta. Water passes through the membranes, which trap sediment, organics and other particles. The WTP contains space for six of these racks, called "membrane trains" of which five are currently in use. The sixth rack allows Homer to accommodate larger flows as water demand increases over time. The original membrane trains were installed in 2009, with an expected life span of 10-14 years. Thus, we are at the end of their useful life, so we have developed a plan for replacing them over the next few years. The FY24 CIP includes \$80,000 to purchase one membrane train and the FY25 CIP includes \$80,000 to purchase a second membrane train. We now know the cost of the first membrane train, including a modest contingency, is \$95,000. We need an additional appropriation of \$30,061 to cover the extra cost of the first membrane train.

We will be asking for additional appropriations in future years to address future purchases. We are contemplating purchase of five membrane trains in total to replace each of the original membrane trains.

We are also requesting an additional \$15,061 to cover the costs of the HDR Task Order. We needed help to review the specifications of the membrane trains, as some of the characteristics of the technology has changed in the past 14 years. Plus, we need to ensure brand new membranes won't adversely affect our current flow conditions at the WTP. So, we commissioned HDR, the original WTP designers to help us negotiate design parameters and features for the new membrane trains as well as to negotiate price indices. HDR's Task Order 23-04 for this work was authorized by Resolution 23-006 and cost \$15,061. The work has been done. We now have a final proposal from the manufacturer, Zenon Environmental Corporation (Zenon), for the new membrane trains.

The Zenon's proposal covers membrane replacement over a period of five years, anticipating purchase of one membrane train each year. This locks in the base price for all five membrane trains. Prices will be adjusted for inflation.

The total value for the purchase of five membrane trains is \$463,870. The Annual Payment is \$92,774 for the first year. Payments for subsequent years will be subject to inflationary adjustments, in accordance with the US CPI-U, All Urban Consumers. In addition to the membrane trains themselves, this price includes fiber repair kits and other parts required to connect the new membranes to the existing frameworks. In the event future City Councils do not appropriate funds for future payments, we have the option to terminate the purchase agreement. Once terminated, there is no option to restart the agreement; we will need to start from scratch.

The City's water treatment plant operators have the skills, abilities and tools to install the new membrane trains once we receive them. We may ask HDR to help commission the new membrane trains to ensure smooth transition between old and new flow parameters. We will assess the need, and request funding, for this possibility when we get the first train.

Homer City Code allows exceptions to be made to bidding requirements in the cases where a sole source procurements is justified, HCC 3.16.060(i). A sole source procurement is justified in this case because Zenon (1) provided the original membrane trains and (2) is the only manufacturer of these specialized membranes in the country.

Zenon's cost proposal is deem fair and reasonable, because it is based on the price guarantee formula that was part of the original purchase in 2009, adjusted for inflation, shipping and other incidental costs we've been able to identify and negotiate, such as costs for the repair kits, etc. The membranes themselves are manufactured in Hungary and subject to U.S. Custom duties, which are subject to change. Because of this, we recommend a small contingency be provided to account for small cost adjustments.

Delivery is projected to be 52 weeks after receipt of a purchase order.

We are asking for a total increase in appropriation of \$35,000, which includes \$15,000 for the additional costs for the membrane trains and \$15,061 for the cost of the HDR Task Order and a contingency amount:

- HDR Task Order \$ 15,061
- Membrane train \$ 95,000
- Contingency \$ 4,939
- Total needed \$115,000
- Currently authorized \$ 80,000
- Additional \$ needed \$ 35,000

III. RECOMMENDATION: That the City Council appropriate an additional \$35,000 from the Water CARMAS fund to pay for the acquisition of membrane filter trains for the Water Treatment Plant, including (a) purchase of one membrane filter train and (b) consultant services related to the transaction.

CITY OF HOMER
FINANCIAL SUPPLEMENT

PROJECT NAME	<u>Additional Funding - WTP Membrane Filter</u>	DATE	<u>11/08/2023</u>
DEPARTMENT	<u>Public Works</u>	SPONSOR	<u>PW Director</u>
REQUESTED AMOUNT	<u>\$ 35,000</u>		

DESCRIPTION	<p>An additional funding of \$35,000 is necessary to complete the FY24 purchase after negotiating technical and financial factors and the cost of the consultant support.</p> <p>The City's water is treated with a sophisticated system of long, small-diameter hollow threads, which, when connected together in a frame, comprise a "membrane filter", referred to as a "train". The Water Treatment Plant (WTP), built in 2007, has room for five membrane filter trains, which have a predicted life span of 10-15 years. The WTP currently has five filter trains operating that are currently operating and past their expected useful life.</p>
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FUNDING SOURCE(S)	OPERATING	GF CARMA	GF FLEET CARMA	PORT RESERVES	WATER CARMA
	0%	0%	0%	0%	100%
	HAWSP	HART-ROADS	HART-TRAILS	PORT FLEET RESERVES	SEWER CARMA
	0%	0%	0%	0%	0%

FUNDING SOURCE 1: WATER CARMA (256-0378)	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance <u>\$ 2,119,591</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 821,770</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 35,000</u>	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda <u>\$ 0</u>	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance <u>\$ 1,262,821</u>	Remaining Balance _____	Remaining Balance _____
FUNDING SOURCE 4:	FUNDING SOURCE 5:	FUNDING SOURCE 6:
Current Balance _____	Current Balance _____	Current Balance _____
Encumbered _____	Encumbered _____	Encumbered _____
Requested Amount _____	Requested Amount _____	Requested Amount _____
Remaining Balance _____	Remaining Balance _____	Remaining Balance _____

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

3 City Manager/
4 Public Works Director

5 **ORDINANCE 23-57**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING THE FY24 CAPITAL BUDGET BY APPROPRIATING AN
9 ADDITIONAL \$35,000 FROM THE WATER CAPITAL ASSET REPAIR
10 AND MAINTENANCE ALLOWANCE (CARMA) FUND TO PURCHASE
11 ONE MEMBRANE FILTER MODULE FOR THE WATER TREATMENT
12 PLANT.

13
14 WHEREAS, Ordinance 23-23(A-3) adopted the FY24/25 Capital Budget, which authorized
15 \$80,000 in FY24 to procure one membrane filter train; and

16
17 WHEREAS, An additional funding of \$35,000 is necessary to complete the FY24 purchase
18 after negotiating technical and financial factors and the cost of the consultant support; and

19
20 WHEREAS, The City’s water is treated with a sophisticated system of long, small-
21 diameter hollow threads, which, when connected together in a frame, comprise a “membrane
22 filter”, referred to as a “train”; and

23
24 WHEREAS, The Water Treatment Plant (WTP), built in 2007, has room for five membrane
25 filter trains, which have a predicted life span of 10-15 years; and

26
27 WHEREAS, The WTP currently has five filter trains operating that are currently operating
28 and past their expected useful life; and

29
30 WHEREAS, The FY25 Capital Budget includes \$80,000 to procure a second membrane
31 filter train, and the intent is to budget for the purchase of one each in FY26, FY27 and FY28.

32
33 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

34
35 Section 1. The Homer City Council hereby amends the FY24 Capital Budget by
36 appropriating an additional \$35,000 to fund the increased purchase price of one membrane
37 filter module for the Water Treatment Plant as follows:

38

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
256-0378	WTP Membrane Train	\$35,000

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MEMORANDUM

Ordinance 23-58 and 23-59 Amending the FY24 Capital Budget by Accepting and Appropriating Two Hazard Mitigation Grants from the Division of Homeland Security & Emergency Management to Replace the City's Raw Water Transmission Mains and for Costs Associated with Management and Administering Grant 4413-001 1R. City Manager

Item Type: Backup Memorandum
Prepared For: Mayor and City Council
Date: November 6, 2023
From: Jenny Carroll, Special Projects & Communications Coordinator
Through: Rob Dumouchel, City Manager

I am pleased to report that the City has been awarded a Hazard Mitigation Grant Program (HMGP) grant from the Alaska Division of Homeland Security & Emergency Management in the amount of \$2,109,033.00 to replace the City's Raw Water Transmission Mains. Due in large part to disruptions at FEMA caused by COVID-19, this grant has been nearly four years in the making and we are very excited to finally get the implementation phase of this very important project underway.

This project replaces the two 47-year old cast iron raw water transmission mains (8,800 linear feet total) that transfer raw water from Bridge Creek Reservoir to the water treatment plant. These aging cast iron transmission mains are brittle, highly corrosive and as such highly susceptible to earthquake damage. Multiple repairs have already been made to these mains. The last two repairs were in response to earthquake damage. Major damage to the raw water transmission mains would make it impossible to serve the town with treated drinking water and would reduce the City's ability to provide adequate water pressure for fire protection.

Both mains will be replaced with High Density Polyethylene (HDPE) pipe, which is extremely durable and is less susceptible to damage by earthquakes or other natural disasters. One of the current water mains, at 8 inches, is under-sized to meet the maximum capacity of the Water Treatment Plant. The other main, a 10-inch line, is at capacity now. The plan is to replace both lines with larger 12-inch HDPE pipe. The larger-diameter pipes provide system redundancy and will be able to transport an adequate amount of raw water to the treatment plant for plant maximum daily flow both now and for future expansion of the treatment facility.

Design has been completed and is eligible for reimbursement under the HMGP.

Additionally, FEMA has made \$105,452 available to help offset costs related to managing and administering the Federal award to ensure that federal, state, or tribal requirements are met. These funds are granted under a separate obligating award document and are presented to Council for approval through a separate Ordinance.

Recommendation: Accept and appropriate Ordinances to (a) accept HMGP grant funds in the amount of \$2,109,033.00 for project implementation and (b) accept the HMGP Management Cost award.

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

3 City Manager

4 **ORDINANCE 23-58**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
7 AMENDING THE FY24 CAPITAL BUDGET BY ACCEPTING AND
8 APPROPRIATING A HAZARD MITIGATION GRANT PROGRAM
9 AWARD IN THE AMOUNT OF \$2,109,033 FROM THE ALASKA
10 DIVISION OF HOMELAND SECURITY & EMERGENCY MANAGEMENT
11 (DHS&EM) TO REPLACE THE CITY'S RAW WATER TRANSMISSION
12 MAINS AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE
13 AND EXECUTE THE APPROPRIATE DOCUMENTS.
14

15 WHEREAS, The DHS&EM Hazard Mitigation Grant Program assists States and local
16 communities in implementing long-term hazard mitigation measures following a major
17 disaster; and
18

19 WHEREAS, Municipalities in the Kenai Peninsula Borough were eligible to apply for
20 Hazard Mitigation Grant Program funds after a federal disaster declaration was approved for
21 the November 30, 2018 earthquake in Alaska; and
22

23 WHEREAS, The City of Homer applied for funds to replace the City's 47-year old,
24 seismically vulnerable, cast iron raw water transmission mains with more resilient High
25 Density Polyethylene pipe designed to the specifications in Seismic Guidelines for Water
26 Pipelines (ALA, 2005); and
27

28 WHEREAS, The City is pleased to have been awarded \$2,109,033 from the DSH&EM
29 Hazard Mitigation Grant Program to support activities essential to replace the cast iron water
30 mains; and
31

32 WHEREAS, Protecting the City's critical water utility infrastructure from seismic damage
33 significantly mitigates the likelihood, severity, and duration of adverse life, health and public
34 safety consequences related to earthquake events.
35

36 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
37

38 Section 1. The Homer City Council hereby amends the FY24 Capital Budget by
39 accepting and appropriating the Hazard Mitigation Grant 4413-001 1R from the Alaska Division
40 of Homeland Security and Emergency Management in the amount of \$2,109,033 as follows:
41
42

	<u>Fund</u>	<u>Description</u>	<u>Amount</u>
43			
44	215-0838	DHS&EM Hazard Mitigation Grant 4413-001 1R	\$2,109,033

45
46 Section 2. The City Manager is authorized to negotiate and execute the appropriate
47 documents.

48
49 Section 3. This is a budget amendment ordinance, is temporary in nature, and shall
50 not be codified.

51
52 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this 27th day of November, 2023.

53
54
55 CITY OF HOMER

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59 _____
60 KEN CASTNER, MAYOR

61 ATTEST:

62
63
64 _____
65 MELISSA JACOBSEN, MMC, CITY CLERK

66
67 YES:
68 NO:
69 ABSTAIN:
70 ABSENT:
71
72 Introduction:
73 Public Hearing:
74 Second Reading:
75 Effective Date:

**CITY OF HOMER
HOMER, ALASKA**

City Manager

ORDINANCE 23-59

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING THE FY24 CAPITAL BUDGET BY ACCEPTING AND APPROPRIATING A HAZARD MITIGATION GRANT PROGRAM AWARD IN THE AMOUNT OF \$105,452 FROM THE ALASKA DIVISION OF HOMELAND SECURITY & EMERGENCY MANAGEMENT (DHS&EM) TO REIMBURSE CITY OF HOMER COSTS ASSOCIATED WITH MANAGING AND ADMINISTERING THE DHS&EM HAZARD MITIGATION GRANT 4413-001 1R AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE THE APPROPRIATE DOCUMENTS.

WHEREAS, The DHS&EM Hazard Mitigation Grant Program assists States and local communities in implementing long-term hazard mitigation measures following a major disaster; and

WHEREAS, The City was awarded \$2,109,033 from the DSH&EM Hazard Mitigation Grant Program (HMGP) to support activities essential to replace the City's cast iron water transmission mains; and

WHEREAS, The HMGP also makes Management Cost Funding available to grant recipients to reimburse administrative costs incurred in managing and administering the federal award to ensure that federal, state, or tribal requirements are met; and

WHEREAS, The City is pleased to have been awarded a HMGP Management Cost award of up to \$105,452 to help offset the costs of administering the Raw Water Transmission Main Hazard Mitigation Grant # 413-001 1R.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY24 Capital Budget by accepting and appropriating a Hazard Mitigation Grant Program Management Cost award in the amount of \$105,452 from the Alaska Division of Homeland Security and Emergency Management as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
215-XXXX	DHS&EM Hazard Mitigation Management Cost Award for Grant # 413-001 1R	\$105,452

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Section 2. The City Manager is authorized to negotiate and execute the appropriate documents.

Section 3. This is a budget amendment ordinance, is temporary in nature, and shall not be codified.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this 27th day of November, 2023.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

Introduction:

Public Hearing:

Second Reading:

Effective Date:

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

Lord

3
4 **ORDINANCE 23-60**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
7 AMENDING HOMER CITY CODE CHAPTER 7.04 TO ADD NEW
8 SECTION 7.04.015 LOCAL TRAFFIC PROVISIONS AND AMEND
9 SECTION 7.04.030 TRAFFIC FINE SCHEDULES TO REDUCE SPEED
10 LIMITS ON CITY CUL-DE-SACS TO 15MPH.

11
12 WHEREAS, Many streets in the City of Homer lack adequate sidewalks and/or footpaths
13 and the Homer City Council has prioritized efforts to increase pedestrian safety in recent years;
14 and

15
16 WHEREAS, Cul-de-sacs are often areas where young children play and people with
17 perhaps narrow / short driveways who at times are required to back up out of their driveways;
18 and

19
20 WHEREAS, Cul-de-sacs also can have bends/curves and may lack a clear line of site; and

21
22 WHEREAS, Community members have expressed concerns around excess speeding and
23 a desire to have slower speed limits to allow for pedestrians, bicyclists, and families to have a
24 safer environment to live; and

25
26 WHEREAS, Reducing the speed limit on cul-de-sacs to 15MPH is a reasonable, safe, and
27 effective way to keep the driving public in harmony with those dwelling in these areas.

28
29 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

30
31 Section 1. Homer City Code 7.04 is hereby amended as follows:

32
33 **7.04.015 Local Traffic Provisions.**

34
35 **a. Cul-de-sacs**

- 36 **1. Cul-de-sacs are streets having only one outlet, with provision for a turnaround at**
37 **their termination, and which are not intended to be extended or continue to**
38 **serve future subdivisions or adjacent land.**
39 **2. The speed limit in all cul-de-sacs within the city, from the nearest cross street to**
40 **the termination of the cul-de-sac, shall be 15 miles per hour.**

41
42 Section 2. Homer City Code 7.04.030 is hereby amended to include fines for violations
43 of 7.04.015(a)(2), to read as follows:
44

Code Section	Code Section Title	Fine Per Day
<u>HCC 7.04.015(a)(1)</u>	<u>Cul-de-sac speed limits</u>	<u>First violation \$10 per mile over the 15 mile per hour limit;</u> <u>Second violation \$20 per mile over the 15 mile per hour limit</u>
HCC 7.06.010(b)	Muffler not working properly	Corr/\$500.00

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Section 3. This Ordinance is of a permanent and general character and shall be included in the City Code.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this ____ day of _____, 2023.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:



MEMORANDUM

Ordinance 23-61 An Ordinance of the City of Homer, Alaska Amending Homer City Code Title 5 to Add Chapter 5.48 Short Term Rentals. Aderhold/Davis.

Item Type: Backup Memorandum
Prepared For: City Council
Date: 25OCT23
From: Rob Dumouchel, City Manager

Short term rentals are a very common business operated by property owners in Homer. These businesses support the local tourist economy, and, when in compliance with existing sales tax regulations, create revenue to support City services. Short term rentals are also perceived as creating pressure on the local housing market making it difficult for seasonal workers and year-round community members to find housing within the City. Homer's housing challenges are significantly more complex than this one issue, however, short term rentals are clearly a contributor to the lack of availability and affordability in our local housing market.

Ordinance 23-60 seeks to create a very basic framework for short term regulations with the goal of ensuring these rentals are operated safely, do not create public nuisances, and are contributing their fair share of sales tax as required by existing code. We expect this to be an iterative process where a basic code is put in place in 2024. That code should then be reviewed in future years to adjust and fine tune the short term rental program to best meet the needs of the City and the community.

It is recommended that this ordinance be introduced and then sent down to the Planning Commission and Economic Development Commission for extensive review and commentary. There are many questions which need to be investigated by each Commission. We also have stakeholder groups we'd like to engage with this draft.

A companion ordinance will be required to add short term rentals to Title 21 as a specific use that is either principally or conditionally allowed within specific zone districts. I suggest that the Planning Commission take up the zoning discussion in parallel to the short term rental ordinance and send their recommendations to Council when complete.

RECOMMENDATION: Introduce Ordinance 23-60, refer to the Planning Commission and Economic Development Advisory Commission, and schedule Public Hearing and Second Reading for February 24, 2024.

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

Aderhold/Davis

3
4 **ORDINANCE 23-61**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
7 AMENDING HOMER CITY CODE TITLE 5 TO ADD CHAPTER 5.48
8 SHORT TERM RENTALS.
9

10 WHEREAS, The Council and the public are very concerned with the impacts of housing
11 availability on seasonal workers and year-round community members; and
12

13 WHEREAS, Short term rentals have been identified as one of many challenges facing
14 housing availability in the City; and
15

16 WHEREAS, The use of private residences has been a very common source of income for
17 property owners in the City which also supports our visitor-serving businesses; and
18

19 WHEREAS, Visitors staying in short term rental have many positive impacts, however,
20 they also consume City services in ways that are difficult to recoup financially when short term
21 rental owners fail to collect existing sales taxes; and
22

23 WHEREAS, The City has no existing regulations for short term rentals; and
24

25 WHEREAS, There is an interest to enact reasonable regulations related to short term
26 rentals to ensure that they are operated safely, not creating public nuisances, and are
27 remitting the appropriate taxes; and
28

29 WHEREAS, The Council intends for this to be an iterative process whereby the short
30 term rental regulations will be adjusted over time to best fit the needs of the community and
31 short term rental operators.
32

33 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
34

35 Section 1. Homer City Code is amended to include Chapter 5.48, entitled “Short Term
36 Rentals”, to read as follows:
37

38 **Chapter 5.48 Short Term Rentals**

39
40 **Sections:**

41
42 **5.48.010 Definitions**

43 **5.48.020 Intent**

44 **5.48.030 Short Term Rental Permits**

45 **5.48.040 Permit Renewals**

46 **5.48.050 Nonconforming Uses**

47 **5.48.060 Public Safety, Noise, and Nuisances**

48 **5.48.070 Violations and Penalties**

49 **5.48.080 Appeal of Decision**

50

51 **5.48.010 Definitions**

52

53 **“Short-term rental” means a dwelling unit, or portion thereof, that is offered or provided**
54 **to a guest for compensation for a period of less than 30 consecutive days. Short-term**
55 **rentals may be in individual rooms in single-family homes, units in apartments,**
56 **condominiums, townhouses, and multifamily dwellings.**

57

58 **“Guest” means an individual, corporation, partnership or association paying monetary**
59 **or other consideration for the use of a short-term rental.**

60

61 **“Operator” means a person, firm, corporation, or other designated legal entity, who**
62 **offers for rent or otherwise makes available in the City dwelling units for monetary or**
63 **other consideration.**

64

65 **“Property” means real estate offered by an operator as a short term rental.**

66

67 **5.48.020 Intent**

68

69 **The intent of this chapter is to protect general health and safety of the public within the**
70 **City of Homer while ensuring short term rentals are operated in such a way that they pay**
71 **any applicable fees or taxes and do not create a public nuisance which decreases quality**
72 **of life for neighboring residences.**

73

74 **5.48.030 Short Term Rental Permits**

75

76 **a. Any owner wishing to make a dwelling unit available for use as a short term rental**
77 **must apply for and receive approval of a short term rental permit for each**
78 **intended unit.**

79

80 **b. An annual short term rental permit application shall be submitted on a specified**
81 **form or platform provided by the City before offering a dwelling unit for rent. The**
82 **application shall include a fee as set by the City Council in the City’s fee schedule.**

83

84 **c. No short term rental operator shall offer, advertise, or facilitate the short term**
85 **rental of property in the City unless the operator possesses a valid short term**

86 **rental permit. Any offer or advertisement for the short term rental of property in**
87 **the City that does not contain a valid short term rental permit number, or which**
88 **the City identifies as illegal, shall be immediately removed.**

89
90 **d. Required Information and Documentation: Applications shall provide:**

- 91
- 92 **1. Name, address, phone number, and email of the property owner, and, if**
93 **different from the owner, the short term rental operator.**
 - 94
 - 95 **2. A general description of the dwelling unit to be used as a short term rental**
96 **to include address, zone district, number of bedrooms, and available**
97 **parking spaces compliant with City code.**
 - 98
 - 99 **3. A 24-hour emergency contact residing within 50 miles of city limits.**
 - 100
 - 101 **4. State business license number.**
 - 102
 - 103 **5. Certification by the Kenai Peninsula Borough Finance Department in a tax**
104 **compliance certificate that the applicant is current in the payment of any**
105 **sales tax to the City and the Kenai Peninsula Borough.**
 - 106
 - 107 **6. Completed fire safety inspection form for the dwelling unit.**

108

109 **e. Permit Number: Short term rental permits will be issued a unique permit number**
110 **which must be displayed in all advertisements and public listings for the short**
111 **term rental.**

112

113 **f. Permit Renewal: Short term rental permits must be renewed annually and are**
114 **valid from January 1 to December 31.**

115

116 **g. Transfer of Permits: Annual short term rental permits are transferrable between**
117 **owners with City Manager or designee approval, provided the use and operations**
118 **remain consistent. Permits are not transferrable between units or parcels.**

119

120 **5.48.040 Permit Renewals**

121

122 **a. Short term rental permits may be renewed starting November 1 each year using**
123 **the form or platform provided by city, and shall include a fee as set by Council in**
124 **City Fee Schedule.**

127 **b. Permits are eligible for renewal if the property and dwelling unit comply with all**
128 **applicable City regulations, taxes, fees are paid, and there are no outstanding**
129 **public safety or public nuisance violations.**

130
131 **c. Expired permits require a new application to resume short term rental use.**
132

133 **5.48.050 Nonconforming Uses**
134

135 **a. Existing short term rentals with proof of operation and sales tax remittance to the**
136 **Kenai Peninsula Borough within the period between January 1, 2020 and**
137 **December 31 2023 will be exempted as non-conforming uses if they meet all other**
138 **short term rental standards, even if they are located in zones no longer principally**
139 **permitting such use.**

140
141 **b. Non-conforming short term rentals not used for 18 months or not permitted by**
142 **[DATE] will cease to be available on the property.**

143
144 **c. Approvals of non-conforming short term rental permits are transferrable to new**
145 **property owners upon request, provided updates are made to the information on**
146 **file with the City.**

147
148 **5.48.060 Public Safety, Noise, and Nuisances**
149

150 **a. Capacity: Maximum occupancy for a vacation rental is two persons per bedroom**
151 **plus an additional two persons (e.g., a two-bedroom unit may have six occupants).**
152 **Children aged 12 and under are not counted toward the occupancy total.**

153
154 **b. Emergency Contact: The Emergency Contact provided on the permit application**
155 **will be shared with the Homer Police Department and all neighboring properties**
156 **within 300 feet of the parcel containing the permitted short term rental unit(s).**
157 **The permit holder must promptly notify the City of any changes to the designated**
158 **emergency contact information.**

159
160 **c. Fire Department Access: Properties with gated entries must have a Fire**
161 **Department approved device that allows emergency response access.**

162
163 **d. Noise: Short term rentals are subject to HCC 21.59.010 (b) regarding noise.**

164
165 **e. Nuisance: Any property with an unresolved nuisance complaint under HCC**
166 **Chapter 5.16 is ineligible for short term rental permit approval or renewal.**

167
168 **f. Parking: Short term rentals must have sufficient off-street parking, validated by**
169 **the City planner or designee.**

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5.48.070 Violations and Penalties

- a. **Operating a short term rental without a permit, or in violation of this chapter, is unlawful.**

- b. **The City Manager, or designee, may revoke a permit for a short term rental upon finding one or more of the following:**
 - 1. **Negligence in responding to emergencies more than two times in a rolling 12-month period.**

 - 2. **More than two documented law enforcement violations related to the short term rental in a rolling 12-month period.**

 - 3. **Chronic non-compliance with the requirements this chapter’s requirements.**

 - 4. **Failure to pay required sales taxes to the Kenai Peninsula Borough.**

 - 5. **Failure to correct noted Building or Fire code violations.**

 - 6. **Documented, significant violations supported by citations, written warning, or other documentation from relevant authorities.**

- c. **The penalty for an offense in this chapter is the fine listed in the fine schedule in HCC 1.16.040. If no fine is listed for the offense in HCC 1.16.040, then the defendant must appear in court, and, if convicted, is subject to the general penalty as provided in HCC 1.16.010 unless another penalty is specifically provided.**

5.48.080 Appeal of Decision

Judicial review by the superior court of a final decision on a short term rental permit issued by the City may be had by filing a notice of appeal in accordance with the applicable rules of court governing appeals in civil matters. The notice of appeal shall be filed within 30 days of notice of the final decision on the permit. Appeals of short term rental permits are heard solely on the administrative record which shall be prepared by the City. A copy shall be filed in the superior court within 30 days after the appellant pays the estimated cost of preparing the complete of designated record or files a corporate surety bond equal to the estimated cost.

Section 2. Homer City Code 1.16.040, entitled “Disposition of scheduled offenses – Fine Schedule” is hereby amended as follows:

213

Chapter 5.46 HCC	Special event – Permit required	\$1000
Chapter 5.48 HCC	Short term rental – Permit required	\$100 per day
HCC 8.08.020	Itinerant or transient merchant – License required	\$300.00

214

215 Section 3. This Ordinance is of a permanent and general character and shall be
216 included in the City Code.

217

218 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this ____ day of _____, 2018.

219

CITY OF HOMER

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222

223

KEN CASTNER, MAYOR

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225

226

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228 ATTEST:

229

230

MELISSA JACOBSEN, MMC, CITY CLERK

231

232

233

234 YES:

235 NO:

236 ABSTAIN:

237 ABSENT:

238

239 First Reading:

240 Public Hearing:

241 Second Reading:

242 Effective Date:

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

3 City Manager/Port Director

4 **RESOLUTION 23-121**

5
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, IN
7 SUPPORT OF FULL FUNDING OF \$7,644,677 FOR THE STATE OF
8 ALASKA MUNICIPAL HARBOR FACILITY GRANT PROGRAM IN THE
9 FY 2025 STATE CAPITAL BUDGET.

10
11 WHEREAS, The majority of the public boat harbors in Alaska where constructed by the
12 State during the 1960s and 1970s; and

13
14 WHEREAS, These harbor facilities represent critical transportation links and are the
15 transportation hubs for waterfront commerce and economic development in Alaskan coastal
16 communities; and

17
18 WHEREAS, The harbor facilities in Alaska are ports of refuge for ocean going vessels,
19 and serve as essential transportation hubs to coastal Alaskan communities for supplies, trade
20 in goods and services and connections to the world market for our exports and imports; and

21
22 WHEREAS, The State of Alaska over the past nearly 30 years has transferred ownership
23 of most of these State-owned harbors, many of which had infrastructure at or near the end of
24 their service life at the time of transfer, to local municipalities; and

25
26 WHEREAS, The municipalities took over this important responsibility even though they
27 knew that these same harbor facilities were in poor condition at the time of transfer due to the
28 state's failure to keep up with deferred maintenance; and

29
30 WHEREAS, Consequently, when local municipal harbormasters formulated their annual
31 harbor facility budgets, they inherited a major financial burden that their local municipal
32 governments could not afford; and

33
34 WHEREAS, In response to this financial burden, the Governor and the Alaska Legislature
35 passed legislation in 2006, supported by the Alaska Association of Harbormasters and Port
36 Administrators, to create the Municipal Harbor Facility Grant program(AS 29.60.800); and

37
38 WHEREAS, The Department of Transportation and Public Facilities utilizes a beneficial
39 administrative process to review, score and rank applicants to the Municipal Harbor Facility
40 Grant Program, since state funds may be limited; and

41
42 WHEREAS, For each harbor facility grant application, these municipalities have
43 committed to invest 100% of the design and permitting costs and 50% of the construction cost;
44 and

45
46 WHEREAS, During the last fifteen years the Municipal Harbor Facility Grant Program has
47 only been fully funded twice; and

48
49 WHEREAS, A survey conducted by the Alaska Municipal league of Alaska’s ports found
50 that the backlog of projects necessary to repair and replace former State-owned harbors has
51 increased to over \$500,000,000; and

52
53 WHEREAS, Given that Alaska is a maritime state and that our harbors are foundational
54 to both our way of life and the economy of this great State it is in the public's best interest to
55 maintain this critical infrastructure by using State, Local and Federal funds to recapitalize the
56 crucial harbor moorage infrastructure statewide.

57
58 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, urges full
59 funding by the Governor and the Alaska Legislature for the State of Alaska’s Municipal Harbor
60 Facility Grant Program in the FY 2025 State Capital Budget in order to ensure enhanced safety
61 and economic prosperity among Alaskan coastal communities.

62
63 PASSED AND ADOPTED by the Homer City Council this 13th day of November, 2023.

64
65
66 CITY OF HOMER
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69 _____
KEN CASTNER, MAYOR

70 ATTEST:
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72 _____
73 MELISSA JACOBSEN, MMC, CITY CLERK

74
75 Fiscal note: N/A



MEMORANDUM

Resolution 23-122, A Resolution of the City Council of Homer, Alaska Awarding the Contract for the Homer Animal Shelter Operation and Management Services to the firm of Homer Animal Services, LLC in the Amount of \$330,000, Transferring \$15,000 of Unencumbered Operating Funds, and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: November 1, 2023
From: Melissa Jacobsen, MMC, City Clerk

The Request for Proposals (RFP) for operation and management of the Homer Animal Shelter was issued September 5, 2023. The purpose of the RFP was to solicit parties who are interested in the opportunity to manage and operate the Homer Animal Shelter and provide safe and humane treatment for all animals, in compliance with Homer City Code Title 20 and the Humane Society of the United States Standards for Operating an Animal Shelter.

One proposal was submitted from Homer Animal Services, LLC., the firm who is currently under contract and managing the shelter.

The submittal was evaluated by Police Chief Robl and Lieutenant Browning using the following criteria:

- Experience
- Business Plan
- Hours of Operation and Staffing
- Quality of Submittal

A memorandum from Chief Robl recommending award of the contract to Homer Animal Services, LLC is included.

RECOMMENDATION: Award the contract for operation and management of the Homer Animal Shelter to Homer Animal Services, LLC.



City of Homer

www.cityofhomer-ak.gov

Police Department

625 Grubstake Avenue
Homer, Alaska 99603

police@cityofhomer-ak.gov

(p) 907-235-3150

(f) 907-235-3151/ 907-226-3009

Memorandum

TO: Melissa Jacobsen, CITY CLERK
FROM: MARK ROBL, CHIEF OF POLICE
DATE: October 25th, 2023
SUBJECT: Animal Shelter Contract

The operating contract for the Animal Shelter expires at the end of 2023. We sent out an RFP requesting bids for the operation of the shelter in September. The only bidder is our current contractor, Homer Animal Services.

Homer Animal Services is request an additional \$30,000 per year starting in January 2024 and lasting until the end of our current 2 year budget cycle in July of 2025 to continue operating the shelter. The contractor would then like to renegotiate the contract for the next two year period.

I have been overseeing the shelter operations for the past 24 years. I have not had a single complaint since Homer Animal Services took over. The shelter is currently being operated by exceptionally caring and efficient professionals in an exemplary fashion. I recommend accepting the bid from Homer Animal Services.

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

3 City Manager

4 **RESOLUTION 23-122**

5
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
7 AWARDED THE CONTRACT FOR THE HOMER ANIMAL SHELTER
8 OPERATION AND MANAGEMENT SERVICES TO THE FIRM OF
9 HOMER ANIMAL SERVICES, LLC IN THE AMOUNT OF \$330,000,
10 TRANSFERRING \$15,000 OF UNENCUMBERED FUNDS, AND
11 AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE
12 THE APPROPRIATE DOCUMENTS.

13
14 WHEREAS, The City’s animal shelter is operated by a contract awarded via a
15 request for proposals process; and

16
17 WHEREAS, In accordance with the Procurement Policy the Request for Proposals was
18 advertised in the Homer News on September 14 and 21, 2023, the Peninsula Clarion and
19 Anchorage Daily News on September 14, 2023, sent to two in-state Plans Rooms, and posted
20 on the City’s website; and

21
22 WHEREAS, Bids were due on October 27, 2023 and one bid was received from Homer
23 Animal Services, LLC, was found to be the lowest responsive bidder; and

24
25 WHEREAS, The Homer Animal Services, LLC bid in the recent request for proposal
26 process exceeds the existing FY24 animal shelter budget by \$15,000; and

27
28 WHEREAS, Homer City Code 3.05.030 (c) states that “at the request of the City Manager,
29 or on its own initiative, the Council may, by resolution, transfer unencumbered appropriation
30 balances from one department to another within the same fund”; and

31
32 WHEREAS, The City Manager proposes the transfer of available professional services
33 funds from the Administration Department to the Police Department, both of which are funded
34 by the General Fund, to balance the increased funding need for FY24 to operate the animal
35 shelter; and

36
37 WHEREAS, the FY25 operating budget will also need an adjustment, but it is
38 recommended that those changes be made as part of the midbiennium budget adjustment in
39 spring of 2024; and

40
41 WHEREAS, This award is not final until written notification is received by the firm from the
42 City of Homer.

44 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska hereby
45 awards the contract of the Homer Animal Shelter Operation and Management Services to the
46 firm of Homer Animal Services, LLC in the Amount of \$330,000 and Authorizing the City
47 Manager to Negotiate and Execute the Appropriate Documents.
48

49 BE IT FURTHER RESOLVED that \$15,000 in FY24 professional services operating funds
50 will be transferred from the Administration Department to the Police Department's Animal
51 Control budget as follows:
52

53 Transfer from:

<u>Account</u>	<u>Description</u>	<u>Amount</u>
54 100-0100-5210	Mayor & Council Professional Services	\$4000
55 100-0101-5210	City Clerk Professional Services	\$7000
56 100-0110-5210	City Manager Professional Services	<u>\$4000</u>
57		\$15,000

58

59 Transfer to:

<u>Account</u>	<u>Description</u>	<u>Amount</u>
60 100-0165-5210	Police Department Professional Services	\$15,000

61
62

63 PASSED AND ADOPTED by the Homer City Council this 23rd day of October, 2023.
64

65 CITY OF HOMER
66

67
68 _____
69 KEN CASTNER, MAYOR

70 ATTEST:
71

72 _____
73 MELISSA JACOBSEN, MMC, CITY CLERK
74

75 Fiscal Note: FY24 Budget 100-0165-5210 \$315,000 accomplished by transfers outlined in this
76 resolution.



City of Homer

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Office of the Mayor

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(f) 907-235-3143

October 6, 2023

Mr. Aaron Hunting
State of Alaska
Department of Transportation
Sent via electronic mail: aaron.hunting@alaska.gov

Dear Mr. Hunting:

I have been asked to reiterate the support of the City of Homer, and my personal support, of the inclusion of a safe passage connecting the two sides of the Sterling Highway in the State's upcoming MP 157-169 project.

The City Council unanimously adopted Resolution 23-083 (amended) and included within that resolution its support for the underpass feature. It makes sense from a variety of views and I hope it will be included in the road reconstruction.

Thank you for your consideration.

Sincerely,

Ken Castner
Mayor, City of Homer

To: Mayor Castner and Homer City Council
From: Scott Smith, Chair, Homer Planning Commission
Date: November 1, 2023
Subject: Planning Commission Report for City Council

Attending: Commissioners Smith, Schneider, Conely, City Planner Ryan Foster, Special Events Coordinator Julie Engebretsen, Mayor Castner, and Assistant City Clerk Zack (?) in Chambers. Commissioners Venuti and Highland via Zoom. Commissioners Stark and Barnwell excused.

Work Session: Julie Engebretsen proposed a Planning Commission Strategic Plan for 2024, highlighting a desire for more efficient communication between Staff and the PC, establishing and reviewing goals, and the duties and responsibilities of Staff, Commissioners and the Clerk's Office. Questions were raised in regard to the actual role and authority Commissioners have with the intent of increasing the effectiveness of Commissioner's purpose. PC ability to have a more proactive, visionary role in the Comp Plan/Title 21 Amendments/development were discussed. Ms. Engebretsen will contact Commissioners Smith and Conely after the Thanksgiving season to schedule a meeting to create proposed topics and process. Mayor Castner emphasized how topic/effort Champions are very effective for improving process and communication.

Planning Commission Regular Meeting

AGENDA: Approved.

PUBLIC COMMENTS: None.

RECONSIDERATIONS: None.

CONSENT AGENDA: Approved.

PRESENTATIONS: None.

REPORTS: Staff Report PI 23-058, City Planners Report – City Planner Ryan Foster shared Ordinance 23-21(S)(A) failed at CC and probably will be remanded to PC for clarification/refinement. Mr. foster is creating a Transportation Plan Steering Committee which most likely will have one member of the PC attending. He reflected on the process for the upcoming Comp Plan, which will be a primary topic from January through at least May. This will include significant public outreach which will look different than previous efforts largely due to a change in

demographics following the Pandemic. Mr. Foster was questioned about Planning Staff applications to which he said things are in process with no resolution to date. He was also questioned about Special Project efforts that remain on his table. He is handling them as best as he can, along with the daily work of processing applications (of which there are currently and unusually very few.) A question about how developers were making good on their commitments to the City was presented to which Mr. Foster offered this is what CC wants PC to define.

PUBLIC HEARINGS: None.

PLAT CONSIDERATIONS: None.

PENDING BUSINESS: None.

NEW BUSINESS: Memorandum from City Clerk Jacobsen to review and Motion to Approve and Recommend Adoption by CC 2024 Meeting Schedule. Reviewed and Approved.

COMMENTS OF THE AUDIENCE: None.

COMMENTS OF THE MAYOR: Mayor Castner offered 1) a brief report on the Homer/Anchor Point road improvement project including the Diamond Creek trail connectivity possibilities; 2) Steering Committee development to address Title 21 amendments and existing Comp Plan projects sooner than later; 3) Agnew/Beck produces top quality reports and processes drawing from huge data bases; 4) the Platting Ordinance failed and CC wants PC to perfect the language, having more of the process approved and commitments to the City secured before it gets to the PC table for approval, etc.; 5) suggestions to improve efficiency of communication through Champions (possibly having teams of two working with Staff on projects/amendments, etc.); 6) Pending Griswold litigation: Mayor Castner encouraged the PC to be sure to use sightings/findings when making decisions because “It’s hard to fight City Hall” when the process is done properly.

COMMENTS OF THE STAFF/COMMISSION: Commissioner Highland encouraged Mayor Castner to read an article on Planning. She will send him the article. Thanks were given to Zack for filling in for Ms. Crouse and for the quality volunteer efforts by the Commissioners.

Next Meeting: Dec 6, 2023 Work Session: 5:30 p.m. Regular Session at 6:30 p.m.

**MEMORANDUM**

Ordinance 23-53, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Accepting \$66,650 from the State Department of Corrections for Reimbursement for the Purchase of the Jail Van. City Manager/Police Chief.

Item Type: Backup Memorandum
Prepared For: City Manager Dumouchel
Date: October 11, 2023
From: Mark Robl
Through: Police Chief

The State has issued us a reimbursement check for the purchase and outfitting of our new jail van. The reimbursement process for this purchase did not follow a regular grant process.

On 7-25-2023 I received an email from Justin Francois, the Community Jails Coordinator for the State. Francois advised that funding was available to reimburse us for any money spent for maintenance or repairs cost on our jail during the past year. I replied that our costs were minimal due to the new facility we are in and asked if our jail van purchase could be considered for reimbursement. Francois initially replied that it would not be considered. On August 16th I received another email from Francois and he asked me to send him copies of the receipts for the purchase and told me it would be considered for reimbursement.

I did not have any other communication with Francois on the matter. On October 6th I received an email from Finance advising that they had received a check from the State's Department of Corrections for \$66,650 and asked me what it was for. I determined that the check was reimbursement for the purchase and outfitting of the van. DOC is not treating this as a grant and is not asking for the title to the vehicle or any other action on our part.

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

3 City Manager/
4 Police Chief

5 **ORDINANCE 23-53**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
8 AMENDING THE FY24 CAPITAL BUDGET BY ACCEPTING \$66,650
9 FROM THE STATE DEPARTMENT OF CORRECTIONS FOR
10 REIMBURSEMENT FOR THE PURCHASE OF THE JAIL VAN.

11
12 WHEREAS, The purchase and outfit a new jail van for the Homer Police Department
13 (HPD) was approved in the FY22/23 Capital Budget; and

14
15 WHEREAS, After the jail van was purchase and outfitted HPD was advised by the State
16 Community Jails Coordinator that funding was available from the State was available for
17 reimbursement of money spent for maintenance or repairs cost on our jail during the past year;
18 and

19 WHEREAS, HPD requested the purchase of the jail van be considered for reimbursement
20 as no jail maintenance was necessary because the facility is new; and

21
22 WHEREAS, HPD was awarded \$66,650 from the State through this reimbursement
23 program.

24
25 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

26
27 Section 1. The Homer City Council hereby amends the FY24 Capital Budget by
28 accepting \$66,650 from the State of Alaska as follows:

29
30

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
151-xxxx	SOA DOC Jail Van Reimbursement	\$66,650

31
32
33 Section 2. The Homer City Council hereby amends the FY24 Capital Budget by
34 appropriating \$66,650 from the State of Alaska reimbursing the City for the purchase and
35 outfitting of the new jail van as follows:

36
37 Transfer to:
38

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
152	General Fund Fleet CARMA	\$66,650

39
40
41 Section 2. This Ordinance is a budget Ordinance only, is not permanent in nature, and
42 shall not be codified.
43

44 ENACTED BY THE HOMER CITY COUNCIL this _____ day of November, 2023.

45

46

CITY OF HOMER

47

48

49

KEN CASTNER, MAYOR

50

51

52

ATTEST:

53

54

55

56

57

MELISSA JACOBSEN, MMC, CITY CLERK

58

59

YES:

60

NO:

61

ABSTAIN:

62

ABSENT:

63

64

First Reading:

65

Public Hearing:

66

Second Reading:

67

Effective Date:



MEMORANDUM

Ordinance 23-54, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Appropriating \$15,000 from the Port Reserves Fund for Repair of the Deep Water Dock Sink Hole. City Manager/Port Director.

Item Type: Backup Memorandum
Prepared For: City Council
Date: October 10, 2023
From: Bryan Hawkins, Port Director
Through: Rob Dumouchel, City Manager

This July staff noticed a hole showing up next to the approach to the Deep Water Dock. When we investigated we found that erosion had occurred from under the approach that led from where the dock trestle transitions to shore. We could actually see daylight all the way through to the road surface. Upon discovering the damage we immediately closed off one lane of the trestle so as to keep the dock schedule open. We then reached out to the City manager, and also to Public Works and HDR engineering (one of the current engineering firms under city contract), and at their advice rented a large 1” steel plate to span over the damage so as to accommodate trucks and crane movement as we worked toward a better solution. The city manager agreed to utilize the FY24 budget for Deep Water Dock annual maintenance line item to address the repairs, due to the emergent nature of the need, with a thought that it could maybe better be represented/accounted for with Port Reserve funds as things resolved.



Working with Public Works and HDR we came up with a plan for what we hope will be a permanent solution. The affected area was excavated out. It was then built back with concrete blocks and heavy road fabric and re-enforced with concrete. The next step will be to asphalt and seal the surface. That will complete the necessary immediate repair and bring the Deep Water Dock approach up to full operational status.



The cost total for all the invoices to date for this project is \$10,960. The anticipated cost of the asphaltting and sealing is approximately \$2,250. Currently, these costs are being coded to the budget for Deep water dock annual maintenance because of the exigent circumstances. However, due to the one time nature of the repair I believe it would be better represented if we used the Port Reserves Fund set up for projects like this one. Ordinance 23-54 addresses this and we're requesting that City Council approve an allocation of \$13,300 to fund the deep water dock sink hole repair instead of the annual deep water dock maintenance line item in the operating budget to help Finance keep an accurate picture to help with future budget planning.

Recommendation

Approval of Ordinance 23-54 appropriating \$13,300 from the port reserves to fund the repair of the Deep Water Dock and authorize the City Manager to execute the appropriate documents.

CITY OF HOMER
FINANCIAL SUPPLEMENT

PROJECT NAME	<u>Deep Water Dock Repairs - Sink Hole Damage</u>	DATE	<u>10/17/2023</u>
DEPARTMENT	<u>Port and Harbor</u>	SPONSOR	<u>City Manager/Port Director</u>
REQUESTED AMOUNT	<u>\$ 15,000</u>		

DESCRIPTION	<p>At the end of July a sink hole was discovered, caused by erosion that had occurred under the dock where the dock trestle transitions to the shore to the extent that daylight could be seen all the way through to the road surface. The Port Director contacted the City Manager who authorized using the FY24 budget amount set aside for Deep Water Dock maintenance, including the possibility of overrun, due to the emergent circumstances of the needed repair.</p> <p>To date, repairs have progressed by: acquiring engineer services, renting a steel plate for temporary support of the damaged area, removing the degraded and compromised material, and filling the area with retaining wall block and concrete. Asphaltting and permeant sealing must now be done to complete the project. The total of all the individual invoices related to this project so far is approximately \$10,960. The anticipated cost of the asphaltting and sealing is \$2,250 dependent on exact square footage of the damaged area. Due to the one time nature of the repair these costs are better represented by allocating funds from the Port Reserve Fund rather than utilizing FY24 Deep Water Dock annual maintenance budget.</p>
-------------	---

FUNDING SOURCE(S)	OPERATING	GF CARMA	GF FLEET CARMA	PORT RESERVES	WATER CARMA
	0%	0%	0%	100%	0%
	HAWSP	HART-ROADS	HART-TRAILS	PORT FLEET RESERVES	SEWER CARMA
	0%	0%	0%	0%	0%

FUNDING SOURCE 1: PORT RESERVES	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance <u>\$ 1,510,104</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 972,593</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 15,000</u>	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda <u>\$ 0</u>	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance <u>\$ 522,511</u>	Remaining Balance _____	Remaining Balance _____
FUNDING SOURCE 4:	FUNDING SOURCE 5:	FUNDING SOURCE 6:
Current Balance _____	Current Balance _____	Current Balance _____
Encumbered _____	Encumbered _____	Encumbered _____
Requested Amount _____	Requested Amount _____	Requested Amount _____
Remaining Balance _____	Remaining Balance _____	Remaining Balance _____

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

3 City Manager/
4 Port Director

5 **ORDINANCE 23-54**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
8 AMENDING THE FY24 CAPITAL BUDGET BY APPROPRIATING
9 \$15,000 FROM THE PORT RESERVES FUND FOR THE REPAIR OF
10 THE DEEP WATER DOCK SINK HOLE.

11
12 WHEREAS, At the end of July a sink hole was discovered, caused by erosion that had
13 occurred under the dock where the dock trestle transitions to the shore to the extent that
14 daylight could be seen all the way through to the road surface ; and

15
16 WHEREAS, The Port Director contacted the City Manager who authorized using the FY24
17 budget amount set aside for Deep Water Dock maintenance, including the possibility of
18 overrun, due to the emergent circumstances of the needed repair; and

19
20 WHEREAS, To date, repairs have progressed by: acquiring engineer services, renting a
21 steel plate for temporary support of the damaged area, removing the degraded and
22 compromised material, and filling the area with retaining wall block and concrete. Asphalt
23 and permeant sealing must now be done to complete the project; and

24
25 WHEREAS, The total of all the individual invoices related to this project so far is
26 approximately \$10,960. The anticipated cost of the asphaltting and sealing is up to \$4,040
27 dependent on exact square footage of the damaged area; and

28
29 WHEREAS, Due to the one time nature of the repair these costs are better represented
30 by allocating funds from the Port Reserve Fund rather than utilizing FY24 Deep Water Dock
31 annual maintenance budget.

32
33 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

34
35 Section 1. The Homer City Council hereby amends the FY24 Capital Budget by
36 appropriating \$15,000 to make repairs at the Deep Water Dock associated with the discovery
37 of a sink hole as follows:

38
39

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
40 456-0380	Port Reserves	\$15,000

41
42 Section 2. The City Manager is authorized to execute the appropriate documents
43

44 Section 3. This is a budget ordinance, is temporary in nature, and shall not be codified.

45

46 ENACTED BY THE HOMER CITY COUNCIL this _____ day of November, 2023.

47

48

CITY OF HOMER

49

50

51

KEN CASTNER, MAYOR

52

53

54 ATTEST:

55

56

57

MELISSA JACOBSEN, MMC, CITY CLERK

58

60 YES:

61 NO:

62 ABSTAIN:

63 ABSENT:

64

65 First Reading:

66 Public Hearing:

67 Second Reading:

68 Effective Date:



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue
Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

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(f) 907-235-3148

Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: November 8, 2023
SUBJECT: City Manager's Report for October 23, 2023 Council Meeting

Pioneer Avenue Trick or Treat

Pioneer Avenue was bustling with trick-or-treaters for Halloween. The Homer Chamber of Commerce planned the event, and the City processed the special event permit and participated at two different locations: City Hall and the Fire Hall. The City also supported trick-or-treat operations in the Mountain View/Bayview neighborhood. Both Police and Fire crews worked to control the flow of traffic and keep everybody safe.



Champion Work Plan Follow Up

At the October 23rd Council Meeting, Council picked out a number of projects/themes that they wanted to “champion.” I have been working with staff to follow up on the creation of these Council champion teams. I’ve been working my way through the list of topics and connecting with the teams.

- Harbor Expansion – Staff is working with Councilmembers Lord and Hansen to develop a resolution that will be before Council at your next meeting. An informational memo from the champions is included in the meeting packet.
- HERC Site/Recreation – Staff has been working on the requests in Resolution 23-118 related to alternative site analysis for a future recreation facility. We will be looking to get together soon with the Council Champions.

- Finance – Staff has been getting geared up to fulfill the requests in Resolution 23-120 related to finance. I have reached out the Champions and suggested a meeting to discuss vision for this topic once Councilmember Davis is available to meet.
- Business Licenses – I met with the Mayor, Councilmember Venuti, and Economic Development Chair Karin Marks to discuss the concept and vision. Once that is firmed up, I expect we'll bring a memo to Council to discuss the merits of the Champions' proposal.
- Stormwater – I have reached out to the Champions to let them know that I wanted to wait for the new Public Works Director to arrive before we start working on the knowledge download from Jan.
- Lands Policy – I've spoken individually with the Mayor and Councilmember Davis, but we haven't met as a team yet. On this topic, the annual Land Allocation Plan update should start making the rounds to Commissions in early 2024.

Siren Update from KPB

Many may remember that the Kenai Peninsula Borough's Office of Emergency Management worked this year to replace tsunami notification sirens throughout the Borough. Technicians are making a final pass on each installation to test the system to ensure it is functioning correctly. Technicians are tentatively scheduled to conduct this work in Homer on November 14th and the testing will be done one pole at a time.

Landfill Fire Response

On October 20th, Homer Volunteer Fire and Western Emergency Services (WES) responded as mutual aid to Kachemak Emergency Services (KESA) to assist in fire suppression operations at the construction and demolition cell of the Homer Landfill. Homer responded with seven personnel who operated an engine and two tankers. Upwards of 60,000 gallons of water was required to put out the fire.



Follow Up to Ordinance 23-21(S)(A)

Ordinance 23-21(S)(A) was voted down by Council, however, there was support to revisit the topic and use recommendations provided by the Planning Commission as a way to move the core concept of the ordinance forward. City Planner Ryan Foster will be working on developing solutions in line with the recommendation

table that accompanied ordinance 23-21(S)(A) and will be collaborating with the original sponsors to get it ready for consideration by the full Council at a later date.

Harbor Parking and Camping Operations Update

At the most recent Port & Harbor Commission meeting, Harbormaster Matt Clarke provided an update regarding the parking and camping operations for this past summer season. Parking revenues totaled approximately \$190,000 by the end of September. Camping on the Spit, management of which was reassigned this year from Public Works, generated approximately \$195,000 in revenues. There are still some operational and funding source questions to be worked out between the Enterprise and General Fund in the shift of Spit camping to the Harbor, but overall I'm seeing that experiment as a success. The Harbor operations team was very well equipped to take on the challenge and we able to maintain a higher level of control and satisfaction for internal and external stakeholders. The Harbormaster's full report is attached to this report. I will continue to work with the Harbor and Public Works to further dial in this change for the 2024 season.

KPEDD Visit

On November 3rd I participated in a meeting with Kenai Peninsula Economic Development District (KPEDD) staff and City Managers from around the Kenai Peninsula to discuss local economic development topics as well as KPEDD-specific updates related to the retirement of Tim Dillon who will be replaced in 2024 by Cassidy Cameron. Tim and Cassidy will be visiting with the Council at your next regular meeting.

Attachments:

November Employee Anniversaries
General Fund Expenditure Report through October 2023
Memorandum re: Grant Summary Update
Harbormaster's Parking and Camping Report
Alaska Small Business Development Quarterly Report



City of Homer

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(f) 907-235-3148

Memorandum

TO: MAYOR CASTNER AND CITY COUNCIL
FROM: Andrea Browning
DATE: November 13, 2023
SUBJECT: November Employee Anniversaries

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

Dave Shealy	Police	26	Years
Jenna deLumeau	Finance	14	Years
Ian Overson	Police	12	Years
Cinda Nofziger	Library	2	Years

General Fund
Expenditure Report
Actuals through October 2023
33% Fiscal Year Elapsed

Current Fiscal Analysis

	FY24		FY24 YTD	
	ADOPTED		ACTUAL	
	BUDGET		\$	%
Revenues				
Property Taxes	\$ 4,115,085	\$ 3,388,579	82%	
Sales and Use Taxes	8,939,282	3,554,945	40%	
Permits and Licenses	43,797	13,025	30%	
Fines and Forfeitures	10,303	130	1%	
Use of Money	0	76,227		
Intergovernmental	746,338	90,570	12%	
Charges for Services	396,890	197,521	50%	
Other Revenues	-	52,697		
Airport	198,448	76,551	39%	
Operating Transfers	1,728,989	-	0%	
Total Revenues	\$ 16,179,131	\$ 7,450,244	46%	
Expenditures & Transfers				
Administration	\$ 2,288,320	\$ 598,981	26%	
Clerks/Council	927,024	233,648	25%	
Planning	387,478	86,142	22%	
Library	1,079,132	351,868	33%	
Finance	898,578	243,623	27%	
Fire	1,881,175	567,048	30%	
Police	4,282,603	1,494,619	35%	
Public Works	3,512,438	1,056,952	30%	
Airport	229,618	56,663	25%	
City Hall, HERC	179,040	52,554	29%	
Non-Departmental	179,000	79,000	44%	
Total Operating Expenditures	\$ 15,844,405	\$ 4,821,099	30%	
Transfer to Other Funds				
Leave Cash Out	\$ 221,360	\$ -	0%	
Other	103,366	-	0%	
Total Transfer to Other Funds	\$ 324,725	\$ -	0%	
Transfer to CARMA				
General Fund Fleet CARMA	\$ -	\$ -	0%	
General Fund CARMA	-	-	0%	
Seawall CARMA	10,000	-	0%	
Total Transfer to CARMA Funds	\$ 10,000	\$ -	0%	
Total Expenditures & Transfers	\$ 16,179,131	\$ 4,821,099	30%	
Net Revenues Over (Under) Expenditures	\$ 0	\$ 2,629,146		

These numbers are preliminary 77 are subject change

Water and Sewer Fund
Expenditure Report
Actuals through October 2023
33% Fiscal Year Elapsed

Current Fiscal Analysis

	FY24		FY24 YTD	
	ADOPTED		ACTUAL	
	BUDGET		\$	%
Revenues				
Water Fund	\$ 2,369,005	\$ 916,796	39%	
Sewer Fund	1,948,388	784,306	40%	
Total Revenues	\$ 4,317,393	\$ 1,701,102	39%	
Expenditures & Transfers				
<u>Water</u>				
Administration	\$ 309,507	\$ 118,940	38%	
Treatment Plant	684,568	230,078	34%	
System Testing	33,000	10,917	33%	
Pump Stations	115,707	35,317	31%	
Distribution System	372,744	120,494	32%	
Reservoir	19,025	5,597	29%	
Meters	285,597	19,282	7%	
Hydrants	214,533	68,194	32%	
<u>Sewer</u>				
Administration	\$ 303,612	\$ 118,809	39%	
Plant Operations	836,304	253,322	30%	
System Testing	18,000	4,878	27%	
Lift Stations	216,060	63,909	30%	
Collection System	306,884	79,928	26%	
Total Operating Expenditures	\$ 3,715,541	\$ 1,129,665	30%	
Transfer to Other Funds				
Leave Cash Out	\$ 15,769	\$ -	0%	
GF Admin Fees	-	-	0%	
Other	22,945	-	0%	
Total Transfer to Other Funds	\$ 38,714	\$ -	0%	
Transfers to CARMA				
Water	\$ 309,001	\$ -	0%	
Sewer	254,138	-	0%	
Total Transfer to CARMA Funds	\$ 563,138	\$ -	0%	
Total Expenditures & Transfers	\$ 4,317,393	\$ 1,129,665	26%	
Net Revenues Over(Under) Expenditures	\$ 0	\$ 571,437		

Port and Harbor Fund
Expenditure Report
Actuals through October 2023
33% Fiscal Year Elapsed

Current Fiscal Analysis

	FY24		FY24 YTD	
	ADOPTED		ACTUAL	
	BUDGET		\$	%
Revenues				
Administration	\$ 614,164	\$ 297,522	48%	
Harbor	3,961,361	2,769,044	70%	
Pioneer Dock	307,804	130,815	42%	
Fish Dock	578,477	382,401	66%	
Deep Water Dock	182,426	39,230	22%	
Outfall Line	4,800	-	0%	
Fish Grinder	7,390	8,398	114%	
Load and Launch Ramp	130,000	57,063	44%	
Total Revenues	\$ 5,786,422	\$ 3,684,472	64%	
Expenditures & Transfers				
Administration	\$ 1,143,305	\$ 494,034	43%	
Harbor	1,609,487	501,782	31%	
Pioneer Dock	86,345	29,417	34%	
Fish Dock	747,966	217,745	29%	
Deep Water Dock	104,705	35,759	34%	
Outfall Line	13,500	3,280	24%	
Fish Grinder	27,682	23,831	86%	
Harbor Maintenance	533,783	157,046	29%	
Main Dock Maintenance	51,393	15,189	30%	
Deep Water Dock Maintenance	61,893	17,515	28%	
Load and Launch Ramp	138,815	46,528	34%	
Total Operating Expenditures	\$ 4,518,876	\$ 1,542,127	34%	
Transfer to Other Funds				
Leave Cash Out	\$ 73,867	\$ -	0%	
GF Admin Fees	-	-	0%	
Debt Service	0	-	0%	
Other	375,092	-	0%	
Total Transfer to Other Funds	\$ 448,959	\$ -	0%	
Transfers to Reserves				
Harbor	\$ 818,588	\$ -	0%	
Load and Launch Ramp	-	-	0%	
Total Transfer to Reserves	\$ 818,588	\$ -	0%	
Total Expenditures & Transfers	\$ 5,786,422	\$ 1,542,127	27%	
Net Revenues Over(Under) Expenditures	\$ 0	\$ 2,142,345		



MEMORANDUM

City Manager Report: Grant Update

Item Type: Informational Memorandum
Prepared For: Mayor and City Council
Date: November 8, 2023
From: Special Projects & Communications Coordinator Carroll
Through: Rob Dumouchel, City Manager

This is an informational memo to provide an update on Federal and State grant applications submitted or in process in support of City of Homer projects. New actions/information since the September 20, 2023 Grant Update are highlighted in yellow on the attached chart.

Highlights include:

Homer Float System Replacement Project (HOMER FREIGHT)

MARAD has made its [2023 Port Infrastructure Development Program \(PIDP\) award selections](#). Unfortunately, Homer was not one of the projects selected. The winning projects in Alaska all serve underserved communities; three of the funded projects were submitted under PIDP last year and were not funded. Three were submitted under RAISE, were not funded and were resubmitted under PIDP this year. One project would have lost substantial state and other funding sources without being able to leverage a PIDP award this year.

After reviewing the winning projects, HDR consultants who assisted with the Homer FREIGHT application reported that Homer's project and application was equally as strong as those awarded. Staff will request a detailed debrief of the FREIGHT project to see if there are ways to better portray the project and to help inform a decision on whether to resubmit an application next year.

Brownfield Multipurpose Grant Application

Economic Development Manager Engebretsen, with grant editing support from Special Projects Coordinator Carroll recently submitted a Brownfield Multipurpose grant application to the Environmental Protection Agency for Federal discretionary funds to continue hazardous materials assessment efforts, conduct remediation and development clean up alternatives for the HERC site. Two other Brownfield sites in Homer's downtown are included in the grant's scope (former gas station on Pioneer Avenue and the HEA property on Snowbird Street), through the priority site is the HERC site.

Successful Awards

The City was recently awarded two grants through the Alaska Division of State Homeland Security and Emergency Management. Awards have been offered from the FY23 State Homeland Security Program for improvements to the City's public safety communication system and from the Hazard Mitigation Grant Program to replace the City's raw water transmission mains. Ordinances to accept these funds are on November 13, 2023 agenda. More information about these projects are provided in the Ordinances section of the meeting packet.

RAISE

Almost a year has passed since the City started developing a Federal RAISE application in support of non-motorized transportation planning and design; the RAISE program is anticipated to reopen for another round in late November (if the schedule is not delayed by a potential government shutdown). The City's FY23 REACH application received a High Merit rating. Staff is evaluating capacity to not only update and resubmit the REACH (Realizing Equitable, Accessible Connectivity in Homer) project application, but also to implement the project should it be funded.

Grant Activity Update 11/8/2023

FY23 Project Supported	TPC	Grant Fund	Grant Funds Req	Match/Local Cost	Status	Notes
Slope Stability- Erosion Mitigation Program						
Kachemak Drive Peatland Water Quality Improvement (Kachemak Sponge)	\$4,388,791	NOAA Habitat Conservation KBNERSS led/City partner	\$ 1,188,275.00 (land acquisition)	\$ 418,000.00 (land acquisition)	Submitted Awarded 4/1/2023 Award Executed	UAA accepted award; sent sub-award agreement to City Ord 23-46 to accept sub-award introduced 6/26/23 Grant is for Kachemak Drive peatlands acquisition
Beluga Slough Stormwater Treatment System	\$ 690,000.00	Alaska Clean Water Actions	\$ 153,307.00	\$ 107,182.00	Submitted 11/9/2022 Awarded 3/1/2023 Accepted via Ord 23-16(S)	City Council approved grant agreement Ord City costs in-kind + eligible for funds from ADEC Clean Water Revolving Loan Fund
Transportation						
Transportation Planning	\$ 960,000.00	Safe Streets For All KPB Applic/City partner	\$ 960,000.00	\$ 23,000.00 (in-kind)	Award announced KPB executing grant agreement	Application approved Reso 22-063
Non-Motorized Trans Network (REACH Project)	\$ 1,500,000.00	Fed RAISE Planning Grant	\$ 1,500,000.00	\$ -	Submitted 2/28/2023 NOT FUNDED 6/28/23	HDR application support Reso 22-087 approved Project support Reso 23-012 approved Application made it to Secretary of Transportation Desk Not awarded but deemed a Merit Application; encouraged to apply again next FY.
Homer All-Ages & Abilities Pedestrian Pathway	\$ 3,900,000.00	State of AK Transportation Alternatives (TAP)	\$ 3,432,000.00	\$ 468,000.00	Submitted 2/15/2023 Advanced to final round: Public Evaluation Board (PEB) Awaiting DOT cost estimate (AK DOT&PF manages/constructs project)	HAPP sections in PW's 5-year road plan Project support Reso 23-011 approved Date of PEB Review pending Unknown award date; Perf period end date June '25 (\$500,000 set aside in HART for grant matching)
Main Street Rehab/ Sidewalk South	\$ 4,200,000.00	State of AK Community Transportation Program (CTP)	\$ 3,696,000.00	\$ 504,000.00	Submitted 2/15/2023 Advanced to final round: Public Evaluation Board (PEB) Awaiting DOT cost estimate (AK DOT&PF manages/constructs project)	Main St in 7-10 year horizon in PW Road Plan Project support Reso 23-011 approved Date of PEB Review pending Unknown award date; Perf period end date June '25 (\$500,000 set aside in HART for grant matching)
Port & Harbor						
Float Systems 4 & 1 Replacement	\$ 59,289,547.00	Fed Port Infrastructure Development Projects (PIDP)	\$47,135,190	\$ 12,154,357.00 (20.5% match)	Submitted 4/28/2023 NOT FUNDED 11/1/2023	HDR application support Ord 23-12 approved Council approved project support Reso 4/24/2023 Could apply for PIDP or RAISE '24 if '23 unsuccessful Added to STIP as illustrative project Revenue bond or TIFIA loan for match
		Municipal Harbor Grant			Grant for construction only must complete design to apply	If funded, leverages State match to lower City match on Federal PIDP Grant

Grant Activity Update 11/8/2023

FY23 Project Supported	TPC	Grant Fund	Grant Funds Req	Match/Local Cost	Status	Notes
Float Systems 4 & 1 Replace		Denali Commission Grant			Application not begun Due date 4/14/24	Can be used as non-Federal Match May not be competitive - \$1M max award Could apply in '24 for Design/Engineering
Fish Grinding Building Replace & Drainage Improvements	\$ 374,978.00	ADFG Dingle-Johnson	\$ 250,000.00 (preliminary)	\$ 93,744.50 (preliminary)	Submitted 7/12/2022 Preliminary award announced 7/7/2023	Finalizing project cost estimate and award amount \$100,000 allocated in FY23 City Capital Budget; for final design and partial match; additional match to meet 25% of construction cost may be necessary Ordinance to accept the grant forth coming
Building Code Development	\$ 587,500.00	State BRIC Sub-Grant (Building Resilient Infrastructure & Communities)	\$ 470,000.00	\$ 117,500.00 (covered by State of Alaska)	Submitted 12/21/2022 Accepted for further review Awaiting decision	Council Approved application Reso 22-086 As a sub-applic State covers local match
Parks & Recreation						
Bayview Park Renovations	\$ 139,230.00	State of AK Healthy & Equitable Community Round 2	\$ 74,919.00	\$ 52,314.00 Addl redistribution funds requested	Submitted 4/24/2023 Awarded 5/8/2023 Accepted via Ord 23-36	Council Approved Resolution 23-031 \$12,000 donation from Kach Bay Rotary Additional funds from HART approved in COH Cap budget
HERC HazMat Assessment & Remediation		EPA Multipurpose Brownfield Federal Discretionary Grant	\$1,000,000		Submitted 11/13/2023	Council Approved Resolution 23-117
Utilities - Infrastructure Resilience						
Spit Road Erosion Mitigation	\$ 1,812,052.00	Federal PROTECT Grant	\$ 1,812,052.00	-	Submitted 8/18/2023 Awaiting Decision	Application requested planning funds for Homer Spit Erosion Mitigation. City of Homer is project sponsor, but if awarded City will enter MOU with DOT to implement grant activities
Raw Water Transmission Main		FEMA Disaster Mitigation	\$ 1,988,650.00 (direct project costs)	-	Submitted 1/30/2020 Obligating Award Document Recd 11/3/2023	4/11/23: Responded to latest FEMA request for information 5/2/23: Congressional Delegation approved award 7/11/23: FEMA Received Period of Performance Waiver 11/13 Ordinance to accept the grant to be considered by City Council
IT - Communications						
Cybersecurity (City-wide Cybersecurity Assessment and Remote Backup System for Cybersecurity Response & Recovery)	\$ 252,794.00	AK Division of Homeland Security FY22 State & Local Cyberscurity Grant Program	\$ -	\$ 252,794.00	Submitted 8/31/2023 Awaiting Decision	
Public Safety Communications (HPD Backup Repeater & Radio Equip HVFD APX-600 Radio Upgrade)	\$ 119,046.56	AK Division of Homeland Security FY23 State Homeland Security Grant Program	\$ 88,196.56	\$ -	Submitted 1/31/2023 Prelim Award Announcement 9/18/2023 Obligating Award Document Recd	11/13 Ordinance to accept the grant to be considered by City Council

designates grants awarded

designates grants NOT awarded

designates updates since the 9/20/23 grant update

2023 Ramp 1 - 4 Parking Revenue

Marina Account #17770

	Memorial Day to Labor Day					Past Year Comparison																	
	Ramp 1	Ramp 2	Ramp 3	Ramp 4	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	
May	723.23	\$2,030.60	\$769.59	\$296.71	\$3,820.13	\$2,837.28	\$1,414.00	\$1,200.74	\$1,535.84	\$1,255.50	\$1,046.25	\$599.85	\$1,478.99	\$654.87	\$745.25	\$710.68	\$683.72	\$590.00	\$362.78	\$359.95	\$560.54	\$155.54	
No. of Sales:	78	219	83	32	412	612	305	254	331	270	225	129	237	132	144	136	130						
June	\$4,293.00	\$11,840.52	\$4,348.63	\$1,316.64	\$21,798.79	\$18,261.47	10416.32*	\$4,093.64	\$7,131.68	\$6,268.20	\$5,593.95	\$4,849.95	\$4,466.29	\$4,007.70	\$3,479.72	\$3,587.02	\$3,114.86	\$3,394.00	\$2,784.09	\$3,250.56	\$3,853.54	\$4,027.06	
No. of Sales:	463	1277	469	142	2,351	3,939	2,247	883	1,537	1,348	1,203	1,043	800	789	698	694	613						
				Subtotal	\$25,618.92	\$21,098.75	\$11,830.32	\$5,294.38	\$8,667.52	\$7,523.70	\$6,640.20	\$5,449.80	\$5,945.28	\$4,662.57	\$4,224.97	\$4,297.70	\$3,798.58						
July	\$5,961.98	\$17,913.77	\$7,297.17	\$3,356.51	\$34,529.44	\$22,735.27	\$23,880.39	\$7,723.68	\$10,982.88	\$10,629.90	\$9,048.90	\$8,579.25	\$8,414.81	\$8,643.86	\$6,368.68	\$6,268.65	\$8,041.97	\$7,783.75	\$5,891.39	\$6,185.02	\$7,324.48	\$7,893.35	
No. of Sales:	643	1932	787	362	3,724	4,904	5,151	1,666	2,367	2,286	1,946	1,845	1,545	1,655	1,253	1,230	1,575						
				Subtotal	\$60,148.36	\$43,834.02	\$35,710.71	\$13,018.06	\$19,650.40	\$18,153.60	\$15,689.10	\$14,029.05	\$14,360.09	\$13,306.43	\$10,593.65	\$10,566.35	\$11,840.55						
August	\$4,867.87	\$13,722.76	\$4,765.88	\$1,872.97	\$25,229.49	\$19,003.24	\$18,810.38	\$5,697.73	\$8,129.28	\$6,400.01	\$5,910.15	\$6,198.45	\$5,613.61	\$6,325.25	\$4,018.83	\$3,696.34	\$3,993.71	\$4,643.00	\$3,939.28	\$3,921.73	\$4,001.81	\$4,849.64	
No. of Sales:	525	1480	514	202	2,721	4,099	4,057	1,229	1,752	1,376	1,271	1,333	1,062	1,133	816	730	795						
				Subtotal	\$85,377.84	\$62,837.26	\$54,521.09	\$18,715.79	\$27,779.68	\$24,553.61	\$21,599.25	\$20,227.50	\$19,973.70	\$19,631.68	\$14,612.48	\$14,262.69							
September	\$361.61	\$1,168.29	\$370.89	\$101.99	\$2,002.78	\$2,475.66	\$2,800.19	\$1,010.67	\$250.56	\$753.49	\$702.15	\$855.60	\$812.60	\$144.19	\$123.71	\$203.72	\$374.65	\$395.00	\$449.28	\$421.38	\$538.02	\$521.10	
No. of Sales:	39	126	40	11	216	534	604	218	54	162	151	184	144	28	25	44	74						
				Year Total	\$87,380.63	\$65,312.92	\$57,321.28	\$19,726.46	\$28,030.24	\$25,307.10	\$22,301.40	\$21,083.10	\$20,786.30	\$19,775.87	\$14,736.19	\$14,466.41	\$16,208.91	\$16,805.75	\$10,642.73	\$14,138.64	\$16,278.39	\$17,446.69	
				Sales Total	9,424	14,088	12,364	4,250	6,041	5,442	4,796	4,534	2015-2016 xx% inc.	2014-2015 5% inc.	2013-2014 26% inc.	2012-2013 2% inc.	2011-2012 11% dec.	2010-2011 4% dec.	2009-2010 20% inc.	2008-2009 5% dec.	2007-2008 13% dec.	2006-2007 6% dec.	

* June 2021, new paid parking area added between ramp 1 and 2, increase of \$5/per day paid parking by 70+ spaces

**May 2023, parking per day increased from \$5 to \$10/per day

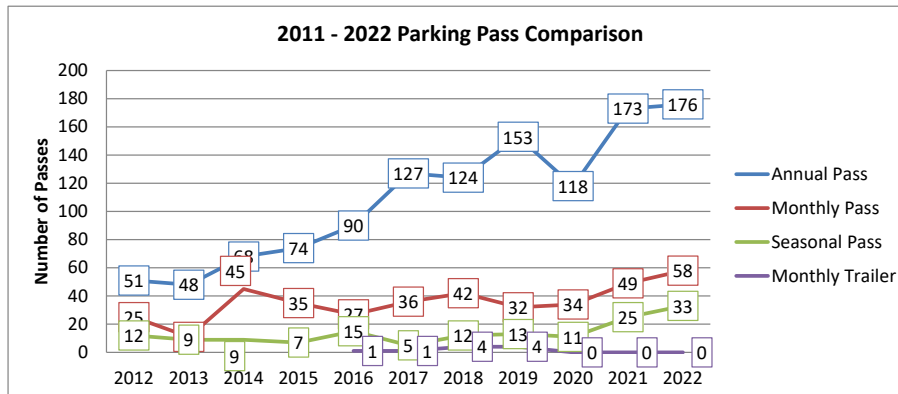
2023 Parking Pass Revenues

Marina Account #17770

* Weekly Pass offered starting 6/15/19

	Vehicle Pass Revenue	Trailer Pass Revenue	Reg Long Term	RSV/TA Long Term	Monthly Less Than 20'L	Monthly Over 20'L	Weekly Long Term	Seasonal Pass	Seasonal Monthly	1 Hour Max Business Pass	Monthly Trailer	Month Total
January	\$5,290.30		26	4	2	0	0	0	0	0	0	32
February	\$1,313.51		5	4	0	0	1	0	0	0	0	10
March	\$1,658.97		9	0	0	0	0	0	0	0	0	9
April	\$4,424.49		7	8	0	0	4	10	0	0	0	29
May	\$12,231.75		27	15	10	2	10	21	0	0	0	85
June	\$9,296.31		20	6	20	1	10	15	0	0	0	72
July	\$2,569.75		7	2	7	2	21	0	0	0	0	39
August	\$633.42		0	0	2	2	15	0	0	0	0	19
September	\$479.55		1	2	1	0	2	0	0	0	0	6
October	\$0.00											0
November	\$0.00											0
December	\$0.00											0
2023 Total	\$37,898.05	\$0.00	102	41	42	7	63	46	0	0	0	301
2022 Total	\$40,756.65		134	42	53	5	73	29	4	0	0	340
2021 Total	\$35,714.31	\$0.00	118	55	45	4	54	18	7	0	0	301
2020 Total	\$28,554.78	\$0.00	106	31	36	3	46	11		0	0	233
2019 Total	\$28,628.08	\$651.00	98	55	31	1	32	11		2	4	234
2018 Total	\$25,435.23	\$700.00	85	39	42	0	N/A	10		2	4	182
2017 Total	\$23,019.12	\$70.00	82	45	36	0	N/A	5		N/A	1	169
2016 Total	\$18,968.12	\$140.00	56	34	27	0	N/A	15		N/A	1	133
2015 Total	\$15,256.04	n/a	48	26	35	0	N/A	7		N/A	n/a	116
2014 Total	\$15,804.91	n/a	47	21	39	6	N/A	9		N/A	n/a	122
2013 Total	\$10,358.26	n/a	33	15	10	1	N/A	9		N/A	n/a	68
2012 Total	\$10,511.70	n/a	32	19	25	0	N/A	12		N/A	n/a	88
2011 Total	\$12,372.16	n/a	40	28	n/a	n/a	N/A	10		N/A	n/a	78

* July Seasonal Pass= 3 additional conversions from annual, rev already caught in annual + \$50x3



2023 Qualitative Analysis of Parking Management on the Homer Spit

Introduction

In 2023, the Port & Harbor department acquired and implemented the UpSafety parking management software system. This marked a significant shift from manual and outdated parking management methods to a modern, cloud-based solution. The new system introduced various technological advancements, including the integration of existing Luke II pay kiosks, mobile pay & text-to-park options, wireless X-2 mobile enforcement devices, and ALPR license plate recognition technology, transforming the parking experience for customers, visitors and staff. This analysis focuses on the impact of these changes, challenges, and future trends in parking management on the Homer Spit.

Parking Technology Improvements

The implementation of the UpSafety parking management software system represents a major step forward in parking management on the Homer Spit. The new system not only streamlines parking operations but also enhances the user experience. Customers can now conveniently pay for parking using various methods, including in-field Luke II pay kiosks, the flexibility mobile payment, and text-to-pay via cell phone, supporting digital permitting and phasing out tangible paper permits that were previously produced and obtained at the harbormaster's office and displayed on the vehicle. This transition to modern technology has reduced the reliance on manual record-keeping using 3-ring binders and Excel spreadsheets, increasing the efficiency and accuracy of parking management.

Enforcement and Compliance

Parking enforcement on the Homer Spit has been significantly improved with the use of technology. Homer municipal code supports writing citations to vehicle license plates, phasing out previous citation methods requiring vehicle registered owner information. Parking enforcement staff equipped with X-2 mobile electronic enforcement devices can monitor vehicles in real-time, checking for compliance with daily fees and vehicle parking & camping permits. The advanced license plate recognition (ALPR) technology further enhances enforcement by scanning license plates to verify permit compliance and check for infractions. The system integrates GPS location and time-stamped photos to ensure accuracy of enforcement in parking lots with time sensitive limits or restrictions. Citations are generated on site by the parking enforcement officer using the X-2 device and its integrated thermal printer. All citation information generated in the field is automatically saved to UpSafety's cloud-based software and is immediately available to parking administration for processing. The convenience of online payment, appeals, and adjudication through a web-based portal has streamlined the citation process, reducing staff time and the need for in-person interactions at the harbormaster's office.

Parking Options and User Groups

The Homer Spit accommodates a diverse range of parking user groups, including recreational boaters, commercial fishermen, commercial charter & passenger vessel crew and customers, upland businesses owners and employees, tourists, day-use recreators, across the bay residents, and regulatory entity personnel. Our variety of parking options caters to these groups' distinct needs, from short-term parking time limits to long-term parking permits without designating or reserving parking to any specific user group. In 2023, the port & harbor took over management of the Fishing Hole & Mariner Park

campgrounds which provide approximately 150 spaces for RV parking and camping. Additionally, we now manage parking enforcement and revenue collection at the Homer Airport terminal which provides parking for approximately 200 vehicles.

Challenges and Inefficiencies

Several inefficiencies and challenges have been identified in the current parking management system on the Homer Spit. Maintaining sufficient parking lot space and mitigating vehicle congestion is our primary challenge. In April 2023, we created an additional “overflow” parking lot containing space for approximately 100 vehicles located at the intersection of Outer Dock Road & Homer Spit Road. This lot offers free parking for up to seven consecutive days.

One measure we currently use to deter demand and drive down congestion is the administration of daily fee parking which requires users to make cost-based decisions involving their parking needs. The affordability of daily fee parking is a financial challenge for many employees working on the Homer Spit.

A second method of congestion mitigation includes the implementation of time limits in high use areas creating greater vehicle turn over. In 2023, a section of the parking lot between the steel grid and Fish Dock Road was changed from 7-day parking to 3-hour parking in order to improve vehicle turnover and access adjacent to the businesses operating in the vicinity.

A significant inefficiency driving space availability for vehicle parking is the allowance of RV and oversized vehicles in the heavily utilized parking lots along Homer Spit Road between ramps 1 and 5. RVs and oversized vehicles require extra wide spaces and turning lanes which, in-turn, reduce available space for standard vehicle parking.

Other challenges include the inefficiencies associated with gravel parking lots. Many of our gravel parking lots have basic, above-grade, methods addressing drainage and run-off which foster potholes and puddles. Ramps 3 to 5 and the boathouse pavilion require drainage ditches bordering Homer Spit Road that consume potential usable parking space. Lack of permanent, uniform striping and delineation on gravel parking surfaces reduce efficient space utilization. Finally, some of our current parking lot time limits may not align with peak demand. All of these issues contribute to parking congestion and dissatisfaction among user groups, particularly represented among boat owners and employees of local business.

Revenue Generation and Budget Considerations

The Port & Harbor generates revenue from the collection of parking and camping fees. These revenues should be used to support future parking lot improvements, growth and expansion of fee-based parking, and the required administration & enforcement. Parking and camping revenues also have the potential to support bond obligations for future capital projects. In April of 2023, the city manager assigned the port & harbor management responsibilities of the Fishing Hole, Mariner Park, and Tent Camp West campgrounds in order bolster enterprise revenues. Daily fee parking rates were increased from \$5/day to \$10/day and RV camping fees were increased from \$20/day to \$30/day. Parking revenues totaled approximately \$190,000 YTD in September. The port & harbor sold approximately 7,100 individual camping permits totaling \$195,000 YTD as of September. The assignment of Homer Spit campgrounds came quickly and without budget preparation. Campgrounds management require variety of basic operating expenses, including facilities maintenance, utilities, camp fee compliance enforcement,

general administration, grounds keeping, signage, refuse disposal and sanitation. It is imperative to strike a balance between revenue generation and sustainable management to meet these financial needs.

Future Trends and Diversification

Several trends are driving the future diversification and use of parking lots on the Homer Spit. Trends in usage impacting demand for parking include the broad growth in the tourism & recreation sector, shore-based tour bus operations originating from other communities with destination on the Homer Spit, the increasing growth and presence of commercial passenger vessels in the small boat harbor, the vehicles associated with their crews and customers, and the need to streamline parking lot traffic flow involving passenger drop-off and pick-up, the multi-purpose use of the barge ramp terminal supporting cargo & passenger vessel operations and the need to accommodate cargo storage and lay-down operations combined with passenger vessel parking needs, growth in ridership and vehicle parking demand near ramp 7 associated with SVT's Kachemak Voyager, cruise ship lightering operations inside the small boat harbor, and event-based parking, such as festivals and special events.

Special consideration should be given to the east side of the Fishing Hole Campground and its dual-purpose use that includes our Marine Repair Facility supporting vessel haul-out and repair. What is the future of a campground that doubles over as a boat yard – or visa versa? Remember, there is only one place to haul-out and work on large vessels on the southern Kenai Peninsula and there are several campgrounds operating in the Homer area.

Near future improvements to parking lots to consider should include the paving of our high-use parking lots in order to improve space efficiency and the quality of the parking experience for the end-user in exchange for daily fee payments. Changes warranting reduction of boat trailer parking time limits and/or the implementation daily fee parking may be more aligned and reflective of current demand.

Finally, not-so-distant future issues to contemplate addressing congestion mitigation should include remote park & ride operations, public transit, and parking garages. These trends necessitate proactive planning and infrastructure improvements to accommodate the increasing demand for parking.

Conclusion

The implementation of the UpSafety parking management software system represents a significant step forward in parking management, operations and growth on the Homer Spit. However, it also highlights various challenges and opportunities for improvement. Striking a balance between revenue generation, user satisfaction, and environmental responsibility will be crucial for the long-term success of parking management on the Homer Spit. Addressing inefficiencies, accommodating various user groups, and staying responsive to evolving trends will be essential in managing our unique parking needs.

Business Analysis: Homer Spit Campground Operations

In 2023, the City Manager assigned the Port & Harbor responsibilities involving campground operations on the Homer Spit, including the Fishing Hole campground, Mariner Park campground, and the Tent Camp West beach site. This assignment comes with a complex array of responsibilities, staffing, equipment, budget considerations, and several challenges and concerns that need to be addressed. Let's analyze these components:

Staffing Requirements:

1. **Parking Enforcement Officers:** Responsible for camp fee compliance, registration, servicing pay kiosks, and revenue collection.
2. **Harbor Assistants:** Responsible for grounds keeping and sanitation of the public fish cleaning station at the Fishing Hole campground.
3. **Port Maintenance:** Maintenance of gazebos, pavilions, and fish cleaning stations.
4. **Parks Staff:** Grounds keeping, brush removal, and lawn mowing.
5. **Public Works Equipment Operators:** Responsible for surface maintenance and drainage.
6. **Public Works Building Maintenance & Custodial:** Cleaning and maintenance of the Fishing Hole restroom.
7. **Campground Hosts:** Responsible for providing information to the general public.
8. **Port & Harbor Administrative Staff:** Responsible for revenue collection and expense tracking.
9. **Homer Police Department:** Enforcement as needed.
10. **Refuse & Sanitation Contractors:** Responsible for trash and sanitation services.

Equipment Requirements:

1. **Parking Enforcement Vehicles**
2. **Pick-up Trucks & Carcass Trailers**
3. **Graders, Snow Plows & Sanders**
4. **Port Maintenance Trucks**
5. **Private Contractor Trash Dump Trucks**
6. **Luke II pay station kiosks & X-2 mobile enforcement devices**
7. **Lawn Mowers, Weed Whackers, Pressure Washers, and Paint Stripers**
8. **Signage & Delineation**
9. **Mariner Park Campground Host Trailer**
10. **Porta Potties & Handwash Stations**

11. **Trash Receptacles**
12. **Picnic Tables & Fire Rings**

Operating Expenses and Revenues:

- **2023 YTD Camp Fee Revenues:** \$200,000 for RV & beach camping.
- **Estimated Total Operating Expenses:** \$63,700
- **Employee & Staffing Wages:** \$30,000
- **Utilities Expenses:** \$3,500
- **Vehicle Expenses:** \$4,000
- **Picnic Tables & Fire Rings:** \$3,000
- **Refuse, Sanitation, and Recycling:** \$5,000
- **Campground Hosts Stipends:** \$5,200
- **Cleaning Supplies:** \$2,000
- **T2 & UpSafety Software:** \$9,000
- **Signage:** \$2,000

Challenges and Concerns:

1. **Land Designation:** Defining what land(s) are considered campgrounds and what land(s) are parks.
2. **Responsibilities:** Clarifying the responsibilities of Port & Harbor, Parks, and Public Works within campgrounds and parks.
3. **Tariff Updates:** Identifying campground land use, rules, and user fees/rates.

Budget:

Developing a budget for Port & Harbor's campground operations, which should cover revenues, employee wages, equipment, operating and maintenance expenses, and fixed infrastructure and capital investments.

Capital Improvements:

Consider the 2024 Homer Spit Campgrounds Renovations provided in the COH's capital improvement plan. This project was identified by Public Works and its Park's division.

Should future campground capital improvement projects be funded by the port & harbor enterprise?

Marine Repair Facility vs. Campground:

Determining the future of the portion of the Fishing Hole (Pier 1 Theatre East) campground that also serves as the Marine Repair Facility.

Bottom Line Analysis:

What is the minimum acceptable profit margin that justifies Port & Harbor's involvement in campground operations? The time and resources dedicated to campgrounds should be weighed against the core responsibilities of Port & Harbor.

In summary, the management of campgrounds on the Homer Spit involves a diverse set of interdepartmental responsibilities, resource allocation, and potential for revenue generation. To make this endeavor successful, it's crucial to address the challenges, establish clear departmental responsibilities, and determine the financial viability and impact on core Port & Harbor operations.



Homer Spit Campground Renovations

Project Description and Benefit: The Mariner Park and Fishing Hole campgrounds are situated on the Homer Spit. Their waterfront locations and close proximity to recreational activities and visitor support services make the campgrounds very popular with both Alaskans and out-of-state visitors. City campgrounds are heavily used in the summer and shoulder seasons, hosting over roughly 20,000 campers annually and generating up to \$200,000 in revenue through camping fees.

The campgrounds are primitive. Campers use porta potties and have no means of hand washing. Campsites are pot holed, poorly marked and without tent pads. Many lack picnic tables and fire rings.

This renovation project greatly improves the camping experience and makes it easier to maintain the campgrounds to a higher standard of cleanliness and safety. Renovations include installing hand wash stations, grading campgrounds, delineating and labeling campsites, developing tent pads in tent camping areas and installing picnic tables and fire rings at sites that currently lack these basic amenities. Mariner Park Campground would also benefit from landscaping.

Completing these renovations bring the campgrounds to a minimum standard to keep them healthy, attractive and competitive. Visitors have a choice of where to stay on the Kenai Peninsula. We anticipate these upgrades will attract new visitors and motivate existing visitors to extend their stays or come back. Summer and shoulder season visitors contribute significantly to Homer's overall economy through their patronage of local businesses throughout their stay.

Plans and Progress: This project is 80% shovel ready.

Total Project Cost: \$95,000

Mariner Park Campground	\$50,000
Fishing Hole Campground	\$45,000

Schedule: 2025-2026

Priority Level: 2



Mariner Campground at the base of the Homer Spit.



October 24, 2023

City of Homer
491 E. Pioneer Ave
Homer, AK 99603

Dear Mayor Castner, City Council, and City Staff,

This letter serves as our quarterly report for the period July 1 to September 30, 2023. During the quarter, the Alaska SBDC received the results from the national SBDC accreditation, with Robert Green and the Homer office receiving exemplary marks and noted as a model that should be replicated across the country. This past year, 81% of Homer clients chose to meet in-person with Robert, indicating a strong preference from local business owners and entrepreneurs to have this service in their community. After the quarter, Robert remains on pace to log the most hours of advising by the SBDC to the Homer area in a year. Here is a summary of deliverables to the Homer community during the quarter (year):

Client Hours: 132.8 (498.3)	Jobs Supported: 56 (236)
Total Clients: 55 (108)	Capital Infusion: \$0 (\$293,000)
New Businesses Started or Bought: 2 (6)	Client Surveys: 100% positive (100% positive)

This report provides lists of the top advising topics and top industries obtaining technical assistance from the Alaska SBDC in Homer. Assistance to entrepreneurs looking to start new businesses and work supporting existing businesses were the top topics this quarter. There was a relatively even split among industries, with retailers moving into the top spot this quarter, followed by food services.

Topics

1. Start-up Assistance: 51.5 hrs (39%)
2. General Management: 40.1 hrs (30%)
3. Financing/Capital: 15.0 hrs (11%)
4. Business Planning: 8.8 hrs (7%)
5. Buy/Sell Business: 8.0 hrs (6%)

Industries

1. Retailers: 25.8 (19%)
2. Food Services: 22.4 hrs (17%)
3. Administrative: 14.8 hrs (11%)
4. Healthcare: 14.6 hrs (11%)
5. Fishing: 13.8 hrs (10%)

We would like to thank the City of Homer for their support of the Homer Business Advisor position. The \$10,000 funding provided by the mayor and city council is critical in retaining the Homer SBDC office in 2024. We greatly appreciate the knowledge, experience, and consistency Robert Green brings to efforts in Homer. Please do not hesitate to contact us if you have any questions.

Sincerely,

DocuSigned by:

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Jon Bittner

Executive Director
Alaska SBDC

	Year A July 2020- June 2021	Year B June 2021 - July 2022 FY22	Year C July 2022 - June 2023 FY23	Year 1 - July 2023 - June 2024 FY24	Year 2 July 2024 - June 2025 FY25	Year 3 July 2025 - June 2026 FY26	Year 4 July 2026 - June 2027 FY27	Year 5 July 2027 - June 2028 FY 28	Beyond Year 5	
Pavement Restoration Projects										LEGEND
Bay Ave, B St & E St - Design		\$ 69,925								Shows years prior to current 5-year cycle
Island View Court off Town Heights - Design			\$ 69,320							Projects in Green are Funded.
Heath Street - Design			\$ 140,472							Projects in Orange are complete or in progress.
Ohlson & W. Bunnell -Design - Road, storm drain & sidewalk			\$ 55,518							Shows needs projected beyond Year 5
Ohlson & W. Bunnell - Construction - Road, sidewalk & storm drain				\$ 1,300,000						
Heath Street, partial street - construction								\$ 1,300,000		
Bay Ave, B St & E St - Construction								\$ 850,000		
Island View Court off Town Heights - Design		\$ 69,320								
Island View Court off Town Heights - Construction								\$ 650,000		
Other Pavement Restoration Projects								\$ 2,000,000		
Total Pavement Restoration Projects		\$ 139,245.00	\$ 265,310	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -	\$ 4,800,000	
Total Road Base Reconstruction Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	
Dig out Frost Boil Projects										
Eagle View Drive - Diamond Willow to Garden Park		\$ 47,155								
Sprucewood - near west entrance by Roger's Loop		\$ 7,048								
Eagle Place		\$ 94,597								
Sprucewood - 2200- 2240			\$ 80,614							
Crossman Ridge Road - Skyline to Gate Garden Park Road - at 1630			\$ 150,000							
Emerald Place - 135 LF										
Bay Vista Pl. and Bay Vista Court										
Fireweed Lane										
Fireweed Avenue										
Total Dig Frost Boil Projects	\$ -	\$ 148,800	\$ 230,614	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	
Add Gravel Projects										
Dehel Ave (Done as part of Main St Sidewalk)		\$ 10,000								
Tasmania Court (Done as part of water & sewer projects)		\$ 25,000								
Total Add Gravel Projects	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	
Sidewalk & Projects										
Main Street Sidewalk - design	\$ 110,700									
Main Street Sidewalk - construction		\$ 1,206,000								

W. Fairview Extension			\$ 110,000							
Lane Dividers for W. Fairview Extension			\$ 6,000							
Ben Walters Way Sidewalk - design			\$ 73,436							
Ben Walters Way Sidewalk - construction			\$ 1,700,000							
Svedlund Ave Sidewalk - design			\$ 56,339							
Svedlund Sidewalk - construction				\$ 607,000						
ADA Upgrades to existing sidewalks				\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000		
Kachemak Way Sidewalk - design							\$ 75,000			
Kachemak Way Sidewalk - Construction									\$ 1,800,000	
Lower Main Street Sidewalk - design									\$ 100,000	
Lower Main Street Sidewalk - construction									\$ 2,100,000	
Total Sidewalk Projects	\$ 110,700	\$ 1,206,000	\$ 183,436	\$ 1,762,339	\$ 707,000	\$ 100,000	\$ 100,000	\$ 175,000	\$ 4,500,000	
Storm Water Projects										
Small Works Drainage program	\$ 110,000	\$ 25,000	\$ 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	\$ 13,639	\$ 23,852								
Mt. Augustine Drainage Improvements - construction			\$ 155,509							
Iris Court design			\$ 6,000							
Iris Court construction				\$ 234,000						
Drainage Management Plan update			\$ 7,000							
On-call Kachemak Bay Conservation Society			\$ 25,000							
Green Infrastructure Research - not eligible for NOAA grant			\$ 15,892							
Kachemak Sponge Property acquisition - not eligible for NOAA grant					\$ 418,100					
Kachemak Sponge property appraisals aka Green Infrastructure Research - Appraisals			\$ 26,100	\$ 29,400						
Kachemak Sponge - construction of storm water works - SRF Loan Payment						\$ 125,000	\$ 125,000	\$ 2,000,000		
Beluga Slough Green Storm Water Project			\$ 125,900							
Hansen Avenue Sponge				\$ 300,000						
Bidarki Creek Green Stormwater System Design					\$ 75,000					
Bidarki Creek Green Stormwater System Construction - SRF Loan Payment							\$ 125,000	\$ 1,500,000		
Other storm drain improvements								\$ 3,000,000		
Total Storm Water Projects	\$ 696,992	\$ 48,852	\$ 129,992	\$ 310,809	\$ 952,100	\$ 75,000	\$ 125,000	\$ 250,000	\$ 6,500,000	

	Year A July 2022 - June 2023 FY23	Year 1 - July 2023 - June 2024 FY24	Year 2 July 2024 - June 2025 FY25	Year 3 July 2025 - June 2026 FY26	Year 4 July 2026 - June 2027 FY27	Year 5 July 2027 - June 2028 FY 28	
Miscellaneous							LEGEND
Wayfinding & Streetscape		\$ 50,000					Shows years prior to current 5-year cycle
Total Miscellaneous Projects		\$ 50,000	\$ -	\$ -	\$ -	\$ -	Projects are Funded.
							Projects are complete or in progress.
Trail Maintenance Projects							
Library Trail, Storybook		\$ 25,000					
Library Trail, West Lot			\$ 33,000				
Powered Wheel barrow		\$ 4,000					
Side-by-Side attachments		\$ 10,000					
Pest Management on Trails		\$ 20,000					
Total Trail Maintenance Projects		\$ 59,000	\$ 33,000	\$ -	\$ -	\$ -	
New Trail Building projects							
Lee Avenue Trail		\$ 20,000					
E. Fairview Avenue Trail		\$ 30,000					
Beauregard Court Trail		\$ 10,000					
Trailhead Improvements		\$ 12,000					
Tajen Trail		\$ 10,000					
Bayview Park Renovation -accessibility		\$ 20,314					
Reber Trail Re-route		\$ 15,000					
Adams Lane Path		\$ 55,000					
West Hill Road Connection - Design	\$ 22,000						
West Hill Road Connection - Construction			\$ 100,000				
Elevated Trail at Beluga Slough - design			\$ 15,000				
Elevated Trail at Beluga Slough - construction			\$ 325,000				
Elevated Trail at Ben Walters Park Expansion - design				\$ 20,000			
Elevated Trail at Ben Walters Park Expansion - construction					\$ 350,000		
Total New Trail Building Projects	\$ 22,000	\$ 172,314	\$ 440,000	\$ 20,000	\$ 350,000	\$ -	
TOTAL CAPITAL PROJECTS	\$ 22,000	\$ 281,314	\$ 473,000	\$ 20,000	\$ 350,000	\$ -	
FLEET REPLACEMENTS		\$ 150,000					

EST. TRANSFER TO GENERAL FUND (Supposed to cover Trails Maintenance in PW Operating Fund per Ord 17-40(A))	\$ 41,706	\$ 105,993	\$ 118,663	\$ 107,000	\$ 108,000	\$ 109,000
TOTAL EXPEDITURES FROM HART FUND		\$ 537,307	\$ 591,663	\$ 127,000	\$ 458,000	\$ 109,000
ESTIMATED REVENUES	\$ 222,200	\$ 194,526	\$ 202,307	\$ 210,000	\$ 217,000	\$ 224,088
BALANCE	\$ 1,080,951	\$ 738,170	\$ 348,814	\$ 431,814	\$ 190,814	\$ 305,902



MEMORANDUM

Harbor Expansion General Investigation Continuation Resolution

Item Type: Informational Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: November 6, 2023
From: Council Members Lord and Hansen

This is an informational memo to update the Council on the Harbor Expansion General Investigation (GI). Utilizing feedback from the last Council worksession, and from the Port and Harbor Commission, we are working on a resolution to bring before the full Council at our November 27th meeting, which will outline the steps forward to continue the GI. While we considered presenting that resolution tonight, we didn't because we are missing two of our six Council members. For a project of this size and at such an important juncture, we believe it's most responsible to wait for the full Council. We did meet with staff to confirm that the timeline of waiting to the 27th wouldn't cause undue challenges.

We also met with staff in regards to a request from Rep. Vance's office that the City submit a funding request to the Governor's office for half of the additional local match (honoring the original funding split of 50% Federal/25% State/25% City). We agreed that the project is the Council's top CIP priority and this was reasonable and prudent. The letter is included with this memo.

RECOMMENDATION: Informational Only.



City of Homer

www.cityofhomer-ak.gov

Office of the Mayor

491 East Pioneer Avenue
Homer, Alaska 99603

mayor@ci.homer.ak.us

(p) 907-235-3130

(f) 907-235-3143

November 6, 2023

SENT VIA ELECTRONIC MAIL ONLY

Honorable Mike Dunleavy, Governor of Alaska
Office of the Governor
P.O. Box 110001
Juneau, AK 99811-0001

RE: City of Homer FY25 Budget Request for Additional State of Alaska Match Funds for the Homer Harbor Expansion General Investigation

Dear Governor Dunleavy,

Please accept this letter as a formal capital budget request from the City of Homer for \$288,523 in additional match funds to support the US Army Corps of Engineers (USACE) General Investigation (GI) study for the Homer Harbor Expansion.

The City and the USACE initiated the study in March 2023. The study was originally budgeted at \$3M with costs shared 50 percent Federal, 25 percent City of Homer and 25 percent State of Alaska via a FY23 Legislative Designated Grant. Upon reaching the study's Alternatives & Measures Milestone, and reviewing the existing geotechnical data for the area, the USACE Project Development Team identified the need for additional geotechnical analysis and a ship simulation at an additional cost of \$1,154,093.

Geotechnical analysis is a necessary component of all USACE harbor designs. It was determined to be necessary to add this analysis to the GI study stage so that the PDT would have sufficient data to:

- Better inform the materials, design, and location of the preferred alternative;
- Produce a more accurate design and more reliable cost estimate on which to base decisions regarding advancement of the Homer Harbor Expansion.

The expanded geotechnical analysis is also driven by recent USACE Alaska District experiences with projects in Valdez and Kake that did not complete sufficient geotechnical analysis during the GI phase and experienced 26 percent cost increases for breakwater projects in Project Engineering and Design Phase of those projects.

Ship simulation is required for harbor designs that will accommodate ships 100 feet in length or greater. The Homer Harbor Expansion is targeted at moorage for vessels this size and larger.

The modifications to the study will add \$1,154,093 to study's original \$3M budget and will require additional match funds of \$577,047 from local sponsors. The Homer City Council will be introducing legislation to appropriate half of the local match, and requests that the State of Alaska provide the remainder.

Thank you, Governor, for you past support and continued partnership in creating a regionally significant maritime asset for Alaska and the nation.

Sincerely,

Ken Castner, Mayor, City of Homer