



## Homer City Hall

491 E. Pioneer Avenue

Homer, Alaska 99603

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

# City of Homer Agenda

## City Council Regular Meeting

Monday, October 25, 2021 at 6:00 PM

In Person at City Hall Cowles Council Chambers

By Zoom Webinar

<https://cityofhomer.zoom.us/j/205093973?pwd=UmhJWEZ3ZVdvdDkxZ3NtbldlNINXQT09>

Or Dial: +1 669 900 6833 or +1 253 215 8782 or Toll Free 877 853 5247 or 888 788 0099

Webinar ID: 205 093 973 Passcode: 610853

### CALL TO ORDER, PLEDGE OF ALLEGIANCE

Councilmember Davis requests excusal, timely notice was given.

**AGENDA APPROVAL** (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual, pg. 6)

### 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 Special Meeting Minutes of September 20, 2021 and Regular Meeting Minutes of September 27 and October 11, 2021. City Clerk. Recommend adoption.
- b. Memorandum 21-176 from Mayor Castner Re: Appointments to the Parks Art Recreation and Culture Advisory Commission. Recommend approval.
- c. Memorandum 21-177 from Deputy City Clerk Re: Approval of Liquor License Renewal for Sweetgale Wines, LLC and Salty Dawg Saloon. Recommend approval.
- d. Memorandum 21-178 from City Clerk Re: Travel Authorization for Mayor Castner and Councilmembers Aderhold, Lord, and Davis to attend the Alaska Municipal League Annual Local Government Conference in Anchorage, Alaska November 14-18, 2021. Recommend approval.

- e. Memorandum 21-184 from City Manager Re: Disposal of Surplus Library Equipment. Recommend approval.
- f. Ordinance 21-64, An Ordinance of the City Council of Homer, Alaska Accepting and Appropriating an FY 2021 State Homeland Security Grant in the Amount of \$142,132 for a Bi-Directional Amplifier System for Homer Police Department and Microwave Links for Homer's Repeaters. City Manager. Recommended dates Introduction October 25, 2021 Public Hearing and Second Reading November 22, 2021.

Memorandum 21-179 from Police Chief as backup

- g. Ordinance 21-65, An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget and Appropriating an Additional \$45,000 from the General Fund Capital Asset Repair and Maintenance Allowance (CARMA) Fund for a Total Expenditure of \$120,000 to Replace and Upgrade Departmental Servers across City Departments. City Manager/Library Director. Recommended dates Introduction October 25, 2021 Public Hearing and Second Reading November 22, 2021.

Memorandum 21-180 from Library Director as backup

- h. 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. City Manager/Library Director. Recommended dates Introduction October 25, 2021 Public Hearing and Second Reading November 22, 2021.

Memorandum 21-181 from Library Director as backup

- i. Resolution 21-074, A Resolution of the City Council of Homer, Alaska Approving the Homer Public Library Donor Recognition Policy. City Clerk/Library Director. Recommend adoption.

Memorandum 21-182 from Library Director as backup

## **VISITORS**

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

- a. Committee of the Whole Report
- b. Mayor's Report
- c. Borough Report
- d. Planning Commission
- e. Economic Development Advisory Commission
- f. Parks Art Recreation and Culture Advisory Commission
- g. Port and Harbor Advisory Commission

h. Americans with Disabilities Act Compliance Committee

**PUBLIC HEARING(S)**

- a. Seawall Improvement Special Assessment District Final Assessment Roll
- b. Ordinance 21-61, An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget and Appropriating an Additional \$30,953 for a Total Expenditure of \$128,953 Divided Equally between the Water and Sewer Capital Asset Repair and Maintenance Allowance Funds for East Hill Road City Utility Betterments as part of the Alaska Department of Transportation and Public Facilities Repaving Project. City Manager/Public Works Director. Introduction October 11, 2021 Public Hearing and Second Reading, October 25, 2021.

Memorandum 21-172 from Public Works Director as backup

- c. Ordinance 21-62, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Title 9 Taxation-Generally to Enact Section 9.04.044 Annual Tax Levy-Registered Aircraft to Provide for a Flat Tax on Aircraft. Mayor. Introduction October 11, 2021, Public Hearing and Second Reading October 25, 2021.

Ordinance 21-62(S), An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Title 9 Taxation-Generally to Enact Section 9.04.044 Annual Tax Levy-Registered Aircraft to Provide for a Flat Tax on Aircraft. Mayor.

Memorandum 21-186 from City Manager as backup

- d. Ordinance 21-63, An Ordinance of the City Council of Homer, Alaska Settling the Current and Future Distributions of Income and Debt in the Natural Gas Distribution Special Assessment Bond Sinking Fund. Mayor. Introduction October 11, 2021 Public Hearing and Second Reading October 25, 2021.

Memorandum 21-187 from Finance Director as backup

**ORDINANCE(S)**

**CITY MANAGER'S REPORT**

- a. City Manager's Report

**PENDING BUSINESS**

- a. Resolution 21-057(S), A Resolution of the City Council of Homer, Alaska Acknowledging the Sufficiency of the Bunnell Avenue/Charles Way Water and Sewer Improvement Special Assessment District and Approving the Improvement Plan, Estimated Cost of Improvement and Assessment Methodology. City Manager/Public Works Director

Memorandum 21-190 from Public Works Director as backup

Memorandum 21-148 from Public Works Director as backup

## **NEW BUSINESS**

- a. Memorandum 21-183 from City Clerk Re: Selection/Appointment of Mayor Pro Tem 2021/2022

## **RESOLUTIONS**

- a. Resolution 21-075, A Resolution of the City Council of Homer, Alaska Designating Signatories of City Accounts and Superseding any Previous Resolution so Designating City Manager. Recommend adoption.
- b. Resolution 21-076, A Resolution of the City Council of Homer, Alaska Amending the City Council Meeting Schedule to hold a Special Meeting on November 8, 2021, Cancel the Regular Meeting on November 22, 2021, and Conduct a Worksession on November 22, 2021 at 4:00 p.m. if needed for the Planning and Conceptual Design of a Multi-Use facility on the Homer Education and Recreation Campus Planning. City Manager/City Clerk.

Memorandum 21-185 from City Clerk as backup

- c. Resolution 21-077, A Resolution of the City Council of Homer, Alaska Awarding the Contract for Planning and Conceptual Design of a Multi-Use facility on the Homer Education and Recreation Campus to Stantec in the Amount of \$75,000 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager.

Memorandum 21-188 from Deputy City Planner/Public Works Director as backup

## **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 22, 2021 at 6:00 p.m., Committee of the Whole at 5:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Session 21-24 a Special Meeting of the Homer City Council sitting as Board of Adjustment was called to order on September 20, 2021 by Mayor Ken Castner at 4:00 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:** COUNCILMEMBER ADERHOLD, DAVIS, HANSEN-CAVASOS, LORD, SMITH

**ABSENT:** COUNCILMEMBER VENUTI (Excused)

**STAFF:** CITY CLERK JACOBSEN  
ATTORNEY BRANDT-ERICHSEN

**AGENDA APPROVAL** (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual, pg. 6)

LORD/ADERHOLD MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: YES: SMITH, ADERHOLD, DAVIS, LORD, HANSEN-CAVASOS

Motion carried.

### **NEW BUSINESS**

- a. Memorandum 21-153 from City Clerk re: Motions filed by Appellant Frank Griswold Related to the Appeal of CUP 20-15 and Zoning Permit 1020-782

Mayor Castner opened the floor to comments from the parties. He proposed 10 minutes for each side to comment, that appellant Frank Griswold would comment first then Attorney Holmquist on behalf of the City.

Mr. Griswold, participating by telephone through Zoom, asked to raise a procedural matter regarding the Board of Adjustment not having representation as mandated by Homer City Code. Mayor Castner advised that Attorney Brandt-Erichsen was in attendance via Zoom.

Mr. Griswold raised the matter that neither the notice that was mailed nor the agenda has any provisions for comments until the end at audience comments and he thinks a lot of people may not have been aware they could comment and he was unable to prepare a statement.

Mayor Castner reiterated he's providing an opportunity to for the parties to speak. He added that motions for reconsideration typically come from within the body, that they've never had a third party request for reconsideration, and that isn't a procedure in Homer City Code (HCC) to allow it to take it up.

Mr. Griswold commented if the Mayor had read the email he sent he explained with specific examples how he has submitted motions for reconsideration in the past that were provided to the Board by the Clerk for review. He also argued that it didn't seem that the Mayor was aware of what the memorandum from the Clerk is about, and clarified it's about two motions for reconsideration and a motion for leave to supplement his points on appeal, because he wants to appeal the decision of the Planning Commission decision on remand to the Board of Adjustment. Mayor Castner attempted to give assurance that the Board would listen to his arguments and make a decision whether to consider the matters.

Mr. Griswold continued that the City Clerk's duties are ministerial and not adjudicatory and she can't reject timely filed motions to the Board of Adjustment, but should have forwarded them to the respective bodies to decide whether to take them up. He addressed the differences of the notice of appeal rights on the decisions that were issued and that a decision of the Planning Commission can't be appealed directly to the Superior Court. He appealed to the BOA, the BOA remanded to the Planning Commission, a remand decision isn't a final decision, and only final decisions can be appealed. The Planning Commission never took up the remand, they waited for a strategic withdrawal of the CUP so they wouldn't have to take it up, and they don't have the authority to dismiss the appeal. The BOA has never issued a final decision. If he filed it in Superior Court they would likely say he has not exhausted all his remedies and it should go to the BOA for final decision before the Court takes it up.

Attorney Holmquist explained there is no authority or procedure in City Code to hear a motion for reconsideration of a final written decision. The Alaska Supreme Court has held that administrative agencies such as the planning Commission or the BOA only possess the authority expressly granted to them under statute or code, so they have limited jurisdiction or they only possess the authority that's granted to them by implication, as necessarily incident to the exercise of powers that are actually granted. Homer City Code provides that the appeal of a final decision should be filed in the Superior Court. The Supreme Court has held that where there is no provision for reconsideration, an administrative statutes ordinances the administrative decision is final.

Mayor Castner noted Mr. Griswold made good points about what happened after the remand and that it leaves him in limbo. He asked what the City's position is regarding that.

Attorney Holmquist explained that in the motion to dismiss provided to the Planning Commission they outlined that neither the Commission nor the BOA have jurisdiction or authority to decide any issues raised in the appeal with the applicants withdrawal of their application because it invalidated the CUP, because there was no longer a permit to base an appeal on. Their argument is that it didn't matter whether the Planning Commission or BOA issued the final decision because neither had the authority to take any further action. Regardless whether the Planning Commission or the BOA takes action to dismiss the appeal the end result is the same either way. He reiterated the appeal must be dismissed because

there's no jurisdiction or authority to take any further action on it after the applicant withdrew their application. He added if at some future time the applicant determines she wants to refile for a CUP then she will need to go through all the steps of the CUP process again.

Mr. Griswold rebutted by pointing out Homer City Code has a catch-all that the BOA or hearing officer may proceed and administrative appeal in any lawful manner, not inconsistent with this title statutes and the Constitution, so considering a motion for reconsideration is allowed by 21.93.570. Because it's not inconsistent with statutes or the Constitution, it's clearly contemplated by the superior Court and the fact that it has been the policy of the city in the past under the same set of rules to at least take them up.

LORD/ADERHOLD MOVED THAT THE BOARD OF ADJUSTMENT TO ADJOURN TO EXECUTIVE SESSION TO DISCUSS THE APPELLANT FRANK GRISWOLD'S MOTION FOR RECONSIDERATION AND LEAVE TO SUPPLEMENT POINTS AND APPEAL TO ADDRESS PLANNING COMMISSION'S DISMISSAL OF APPEAL REGARDING THE APPEAL OF CUP 20-15 AND MOTION FOR RECONSIDERATION REGARDING THE APPEAL OF ZONING PERMIT 1020-782 AND HAVE ATTORNEY BRANDT-ERICHSON JOIN US IN EXECUTIVE SESSION.

There was no discussion.

VOTE: YES: ADERHOLD, HANSEN-CAVASOS, LORD, SMITH, DAVIS

Motion carried.

The Board of Adjustment went into executive session at 4:31 and Mayor Castner reconvened the meeting at 5:01 p.m.

LORD/ADERHOLD MOVED THAT WHILE THE BOARD OF ADJUSTMENTS BELIEVES IT IS A MOOT POINT DUE TO THE LACK OF AN ACTIVE PERMIT APPLICATION, THE BOARD OF ADJUSTMENT BELIEVES THAT THE APPEAL PROCEDURALLY SHOULD BE BEFORE THE PLANNING COMMISSION FOR APPELLANT FRANK GRISWOLD'S MOTION FOR RECONSIDERATION AND MOTION FOR LEAVE TO SUPPLEMENT POINTS ON APPEAL OF CUP 20-15 AND THE BOARD DIRECTS THE CLERK TO REFER THAT MOTION TO THE PLANNING COMMISSION FOR RECONSIDERATION.

There was no discussion.

VOTE: YES: HANSEN-CAVASOS, LORD, DAVIS, ADERHOLD, SMITH

Motion carried.

### **COMMENTS OF THE AUDIENCE**

**ADJOURNMENT NO LATER THAN 4:50 P.M.**

Next Regular Meeting is Monday, September 27, 2021, at 6:00 p.m. A Worksession is scheduled for 4:00 p.m. Committee of the Whole at 5:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom webinar.

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Melissa Jacobsen, MMC, City Clerk

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



Session 21-25 a Regular Meeting of the Homer City Council was called to order on September 27, 2021 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, HANSEN-CAVASOS, LORD, SMITH, VENUTI

**STAFF:** CITY MANAGER DUMOUCHEL  
CITY CLERK JACOBSEN  
PORT DIRECTOR HAWKINS  
FINANCE DIRECTOR WALTON  
PUBLIC WORKS DIRECTOR KEISER  
CITY ATTORNEY GATTI

**AGENDA APPROVAL** (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual, pg. 6)

Mayor Castner read the supplemental items to the packet: **CONSENT AGENDA** under Resolution 21-062 awarding an Asset Management Software contract and Resolution 21-063 awarding a Capital Planning Software contract, there email correspondence with AK DEC as backup to both resolutions; **ANNOUNCEMENTS/REPORTS/PRESENTATIONS** under Mayor's Report is an Anchorage Port Request and there's a written report from the Planning Commission; **PUBLIC HEARINGS** Ordinance 21-59 Appropriating funds for professional services for Professional Services for a Public Process and Feasibility Study of a New Multi-Use Center, Memorandum 21-171 from Deputy City Planner as backup.

LORD/ADERHOLD 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**

Kevin Walker commented in support of Resolution 21-065 He addressed the existing hazardous road conditions for pedestrians and bicyclists on Kachemak Drive, and a plan he's developed for a path to follow outside the fence line around the west end of the airport.

### **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 for September 13, 2021. City Clerk. Recommend adoption.
- b. Memorandum 21-165 from Deputy City Clerk Re: Liquor License Transfer for Grace Ridge Brewing. Recommend approval.
- c. Memorandum 21-166 from City Clerk Re: Confirmation of Election Judges for the City of Homer Regular Election October 5, 2021. Recommend approval.
- d. Ordinance 21-59, An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating a Commercial Passenger Vessel Tax Program 2021 Grant from the State of Alaska for \$35,445 and a Commercial Passenger Vessel Tax Pass-Through Grant from the Kenai Peninsula Borough in the Amount of \$35,445 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents, and Appropriating the Funds to the Computer Aided Dispatch Capital Project. City Manager. Recommended Dates Introduction September 27, 2021 Public Hearing and Second Reading October 11, 2021.
- e. Ordinance 21-60, An Ordinance of the City Council of Homer, Alaska, Amending the FY22/23 Capital Budget and Authorizing Expenditure of \$25,000 from the Homer Accelerated Road and Trail (HART) Program - Road Fund for the Development and Implementation of an Integrated Pest Management Plan and Authorizing a Task Order with the Homer Soil and Water Conservation District to Assist with the Work. City Manager/Public Works Director. Recommended Dates Introduction September 27, 2021, Public Hearing and Second Reading October 11, 2021.

Memorandum 21-167 from Public Works Director as backup

- f. Resolution 21-062, A Resolution of the City Council of Homer, Alaska Awarding a Contract to Antero for Asset Management Software for the Public Works Department, Authorizing the City Manager to Negotiate and Execute the Appropriate Documents, and Dedicating a Portion of the Alaska Department of Environmental Conservation Principal Forgiveness Subsidy to the Project. City Manager/Public Works Director. Recommend adoption.

Memorandum 21-168 from Public Works Director as backup

- g. Resolution 21-063, A Resolution of the City Council of Homer, Alaska Awarding a Contract to HDR Engineering, Inc. for Capital Planning Software for the Public Works Department, Authorizing the City Manager to Negotiate and Execute the Appropriate

Documents, and Dedicating a Portion of the Alaska Department of the Environmental Conservation Principal Forgiveness Subsidy to the Project. City Manager/Public Works Director. Recommend adoption.

Memorandum 21-169 from Public Works Director as backup

- h. Resolution 21-064, A Resolution of the City Council of Homer, Alaska in Support of Full Funding of \$11,492,760 for the State of Alaska Municipal Harbor Grant Program in the FY 2023 State Capital Budget. City Manager/Port Director. Recommend adoption.

City Clerk Jacobsen read the consent agenda and recommendations.

LORD/ADERHOLD MOVED TO ADOPT THE RECOMMENDATIONS OF THE CONSENT AGENDA AS READ.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

## **VISITORS**

- a. COVID-19 Agency Update Derotha Ferraro, South Peninsula Hospital Director of Public Relations & Marketing and Lorne Carroll, State of Alaska Public Health Nurse III (10 minutes)

Lorne Carroll, State of Alaska Public Health Nurse III, shared a brief overview of the new cases dashboard on the COVID-19 Statewide Dashboard, highlighted updated information, and explained how to navigate through the improved dashboard. He provided a copy of his presentation slides. He shared regarding the impacts to hospitals statewide and eligibility for Pfizer boosters.

Derotha Ferraro, South Peninsula Hospital (SPH) Public Information Officer reported boosters are available at primary care clinics and the hospital vaccination and testing site on Bartlett Street where appointments are encouraged at this time due to work being done at the site to accommodate the monoclonal antibody infusions at the site. There will be a mass vaccine event for the Pfizer Boosters on October 15<sup>th</sup>, and they'll also have flu shots available. She reviewed testing, vaccination and monoclonal antibody and hospitalizations over the past two weeks. At this time SPH hasn't been faced with decisions regarding rationing care, other than with rescheduling inpatient surgeries. The State requested staffing support through FEMA and will get just over 500 individuals. SPH will get 6 nurses, 5 CNA's and a surgical tech to help staff. Vaccinations aren't mandated for hospital employees, but they anticipate CMS (Centers for Medicare and Medicaid Services) releasing emergency regulations that will require it. She

encourages people with question to reach out to CMS or their legislators since it's a federal guideline that's tied to participation in the Medicare and Medicaid programs.

There was brief discussion about vaccination status for children. They also touched on eligibility and cost for monoclonal antibody infusion, and clarification that monoclonal antibody infusion is not a replacement for the COVID-19 vaccine.

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

a. Committee of the Whole Report

Councilmember Lord reported Council discussed Ordinance 21-60 635 regarding invasive species management and talked with Police Chief Robl about increased activity around local drug use, speeding and traffic management, and department staffing.

b. Mayor's Report

Mayor Castner noted the letter to the community that was drafted by Councilmember Aderhold, approved by Council and he signed on their behalf, and clarified that it was not his letter, but the Councils.

He explained he received a letter from the Municipality of Alaska this morning that's provided in the supplemental packet that he's been asked to sign on behalf of the City of Homer. It's a letter from the Municipality of Anchorage to US Department of Transportation Secretary Buttigieg in support of funding for repairs at the Port of Anchorage.

There was discussion among Mayor and Council about this \$1.2 billion project. Some expressed concern about possible impacts to funding for Homer's expansion and Harbormaster Hawkins explained he didn't think there would be any. The Port of Anchorage project is to replace their existing facilities with a new ones, not an expansion. He agrees with supporting the letter because the port is critical to us for our supply chain. They also addressed the misuse of funds by Anchorage on prior port improvement projects, the current dire condition of the Port of Alaska, and the significance of the port to communities on the road system and the supply chain it provides.

LORD/ADERHOLD MOVED TO SUPPORT THE MAYORS SIGNING ONTO THIS JOINT LETTER CONCERNING THE PORT OF ALASKA.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

c. Borough Report

d. Planning Commission

A written Planning Commission report was provided the supplemental packet.

e. Economic Development Advisory Commission

Economic Development Advisory Commission Chair Karin Marks reported on the Wayfinding and Streetscape Planning work being done and they're moving well along the proposed timeline. At their last meeting they had reports from Kenai Peninsula Economic Development District and Alaska Small Business Development Center to help the Commission stay current on related topics and it's helpful for them as they work to set their strategic plan and goals for 2021/2022. They also discussed the proposal for a grant for proceeding on a Multi-Use Community Center to replace the two HERC building.

f. Parks Art Recreation and Culture Advisory Commission

Parks Art Recreation and Culture Advisory Commission Chair David Lewis reported at their last meeting the Commission continued their work on a Lend a Leash Program in conjunction with the Friends of the Homer Animal Shelter to help address issues with dogs running loose on Bishop's Beach and Mariner Beach. Public Works reported on modified policies on lawn mowing and replacing gas mowers with electric mowers. They reviewed and approved the City's Accession/Deaccession Gift and Donation Policy and Producers for Arts, and discussed city bathroom improvements at Hornaday and Bishops Beach Parks.

g. Port and Harbor Advisory Commission

Port and Harbor Advisory Commissioner Cathy Ulmer reported the Commission had a first reading on bylaw amendments and plan to have them to Council in November for approval. They discussed the parking study draft from HDR and had a lot of discussion on right-of-way parking, they will be sending their recommendations to Council soon. They're also planning a worksession with KPEDD to discuss funding for float repair.

h. Cook Inlet Regional Citizens Advisory Council Director's Written Report

**PUBLIC HEARING(S)**

- a. Ordinance 21-52, An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget by Appropriating \$147,900 from the Port and Harbor Reserves for the Purpose of Float Repair. City Manager/Port Director. Introduction September 13, 2021 Public Hearing and Second Reading September 27, 2021

Memorandum 21-154 from Port Director as backup.

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

LORD/ADERHOLD MOVED TO ADOPT ORDINANCE 21-52 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- b. Ordinance 21-53, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Chapter 10.04, General Port and Harbor Provisions to Add Section 10.04.105, Use of Port and Harbor Dumpsters, Amending Homer City Code 1.16.040, Fine Schedule, and Funding Relevant Signage. Aderhold. Introduction September 13, 2021 Public Hearing and Second Reading September 27, 2021.

Memorandum 21-155 from City Manager as backup.

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

LORD/ADERHOLD MOVED TO ADOPT ORDINANCE 21-53 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- c. Ordinance 21-54, An Ordinance of the City Council of Homer, Alaska, Amending the 2022 Budget by Appropriating Funds in the Amount of \$60,000 from the General Fund Fund Balance for the Purpose of Supporting COVID-19 Mitigation and Response. City Manager. Introduction September 13, 2021 Public Hearing and Second Reading September 27, 2021

Memorandum 21-156 from City Manager as backup

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

LORD/ADERHOLD MOVED TO ADOPT ORDINANCE 21-54 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- d. Ordinance 21-55, An Ordinance of the City Council of Homer, Alaska Accepting American Rescue Plan Act (ARPA) Funds to the General Fund as Revenue Replacement. City Manager/Finance Director. Introduction September 13, 2021 Public Hearing and Second Reading September 27, 2021

Memorandum 21-157 from Finance Director as backup

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

LORD/ADERHOLD MOVED TO ADOPT ORDINANCE 21-55 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Councilmember Lord commented in support of the ordinance and said she'd like to see some portion of this allocated into capital reserves that were unfunded in their budget process.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- e. Ordinance 21-56, An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating a New Legislative Grant for the Approved Re-Appropriation of Remaining Funds from Previous Grant #15-DC-061 in the Amount of \$35,234.19 for the Purpose of Harbor Fire Cart Replacement and Authorizing the City Manager to Execute the Appropriate Documents. City Manager. Introduction September 13, 2021 Public Hearing and Second Reading September 27, 2021

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

LORD/ADERHOLD MOVED TO ADOPT ORDINANCE 21-56 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Councilmember Venuti commented on the importance of this to respond when there are fires at the harbor.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- f. Ordinance 21-57, An Ordinance of the City Council of Homer, Alaska, Authorizing the Conveyance of 601 Square Feet of City Property, Kenai Peninsula Borough Parcel ID# 17302201, for an Easement to the Alaska Department of Transportation and Public Facility AKDOT/PF to Support Sterling Highway Improvements and Accepting \$1,000 as Just Compensation for Acquisition of the Easement. City Manager/Public Works Director. Introduction September 13, 2021 Public Hearing and Second Reading September 27, 2021

Memorandum 21-158 from Public Works Director as backup

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

LORD/ADERHOLD MOVED TO ADOPT ORDINANCE 21-57 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- g. Ordinance 21-58, An Ordinance of the City Council of Homer, Alaska, Amending the FY2022 Capital budget by Appropriating \$75,000 from the HERC CARMA Fund for Professional Services for a Public Process and Feasibility Study of a New Multi-Use Center. City Manager. Introduction September 13, 2021 Public Hearing and Second Reading September 27, 2021

Memorandum 21-159 from City Manager as backup

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

LORD/ADERHOLD MOVED TO ADOPT ORDINANCE 21-58 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Councilmember Aderhold shared her appreciation for last week's worksession on this and the public comments from that meeting. She agrees with the information in the memo that we need to move quicker by requesting a qualification statement and noted there needs to be evaluation criteria and scoring included in the document.

There was brief discussion about the timeline.

VOTE: NON OBJECTION: UNANIMOUS CONSENT



Motion carried.

## **ORDINANCE(S)**

### **CITY MANAGER'S REPORT**

a. City Manager's Report

City Manager Dumouchel reported on the Fire Fighter 1 class to become a Volunteer Fire Fighter for the City. There's information on the website or folks can call the Fire Department, we need people to join our team.

In response to questions he reported on the location of the half-pipes at the existing Skate Park.

Councilmember Aderhold expressed her apprecaiton for the completion of the ADA parking spaces at the harbor.

Councilmember Lord noted the Planning Commission's written report and asked if there's a role for the Council in the conversation on the concerns with water drainage. She'd like to be kept abreast of what's happening on that front and how to help move it along.

At the request of the Mayor, Public Works Director Keiser commented regarding the tools the city has now for addressing drainage management plans in development but none of it is tied together in a consolidated plan. There's also a gap during the development when clearing is done before ditches are built, culverts are installed, and before building is completed so water doesn't drain properly. It's something they've discovered is causing a problem and Public Works will be working with Planning to address that gap time.

Councilmember Aderhold acknowledged the significance of addressing drainage and how were going to handle water. Another big part of it is trees, which soak up a lot of water and to a lot of good that gets taken away when someone buys a big piece of land and cuts the trees down. It feels like there needs to be some planning related to retaining trees to the extent we can until something is built.

## **PENDING BUSINESS**

## **NEW BUSINESS**

## **RESOLUTIONS**

- a. Resolution 21-065, A Resolution of the City Council of Homer, Alaska Requesting that the Alaska Department of Transportation and Public Facilities, as part of their Kachemak Drive Pavement Preservation Project, Include Accommodations for Non-

Motorized Users, and Evaluate a Future Project to Create Safe and Sustainable Pedestrian Amenities along Kachemak Drive. Smith/Aderhold.

LORD/ADERHOLD MOVED TO ADOPT RESOLUTION 21-065 BY READING OF TITLE ONLY.

Councilmember Aderhold commented if we can keep inching forward with DOT and reminding them we have other types of transportation besides cars and trucks and that we need to provide for non-motorized transportation also.

Councilmember Smith noted normally there's a project nomination process that we were left out of. He doesn't know what to do be more proactive to provide input. He talked to Representative Vance about this long standing problem.

Councilmember Lord appreciates how many pieces the resolution pulls in and the case it makes, and she appreciates Councilmember Smith's comments and his reaching out.

Councilmember Venuti thanked Kevin Walker for his comments earlier and shared about her time on the Transportation Advisory Committee when they discussed this and ideas that developed. She agrees it should be on the city side, not the ocean side.

Public Works Director Keiser interjected about receiving a letter from the state notifying us they're doing a scoping study of the Kachemak Drive Pavement Preservation Project. They're seeking input from the City and we're in the process of preparing comment related to drainage. She thinks this resolution is very timely.

Mayor Castner noted the Lake Street project originally had no cross-walks or west side sidewalks in the design, and we asked poignantly for some solution for pedestrian crossing and that was achieved, so there is some latitude when they go through their budget. He thinks that's encouraging.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- b. Resolution 21-066, A Resolution of the City Council of Homer, Alaska Adopting the Water and Sewer Utility Financial Plan and Rate Setting Policies and Utility Financial Plan, Version 2021-01.

Memorandum 21-170 from Public Works Director as backup

LORD/ADERHOLD MOVED TO ADOPT RESOLUTION 21-066 BY READING OF TITLE ONLY.

Mayor Castner expressed his concern of setting precedent in that this projects a lot of money way out into the future and this Council can't bind future Councils by their actions. His

experience has been that once a Council starts moving in a direction it's almost impossible to stop them.

Councilmember Lord expressed her support for this and adopting financial policy around our utility system. We're best served by transparent, written financial policies that provide a framework in which we operate. In a large part they reflect our practices and providing further clarification in terms of what we do and how we want to operate our utility system from a financial perspective. She hopes this and future Councils will make decisions with best guess estimates of the future because that helps us figure out what it is we need. She recognizes this isn't an allocation of funds but enunciated policies. She asked for input from Public Works Director Keiser.

Public Works Director Keiser reviewed that in adopting this policy Council is not approving or establishing future rates, capital improvement projects, or expenses or revenues, those are done through other processes. What they are doing is establishing policies, many that are already being followed, that are articulated so that future Councils and the public can understand how the decisions are made. It's also adopting a model for how to keep track of expenses and revenues for the utility over time.

Councilmember Aderhold shared her support for the resolution and policy. This was a lot of work over the past year and she appreciates the final result. There are several plans in the city that are used to prioritize and determine how move forward on things, and that's what this document does for the water and sewer department. She loves the model because it lays everything out, it's very transparent, and an improvement to how they've looked at rate setting in the past.

Councilmember Smith supports structure and policy in place for making better decisions. It's hard to ignore some of the projections in those numbers and one of the thorns is the administrative fee that's been charged and we've talked a lot about. He thinks the escalators in the model are unreasonable and need to be addressed over time. It costs money to run the utility and he thinks there's some balancing act that's going to have to be done at some point to understand the true effect of having all these in place and what it does to the rate.

Mayor Castner rebutted that these are percentages, not hard numbers, and they fluctuate significantly depending on what the income stream is. When charging 15% for CARMA and 15% for an administrative fee, he questions what good or service is being delivered for that 30% increase in the tariff, then it's taxed 7.85% so the concept of taxing taxes and surcharges is bothersome to him. He believes the cost of water and sewer is going to get very expensive with this program.

Councilmember Lord noted if there's a way to not taxing utilities that would be a proactive policy if they're able to do it. It's a suggestion that could be brought to the table for

consideration. This policy is a tool to have that and other conversations about setting rates and what will happen over time.

Councilmember Davis also supports adoption of this financial plan because it gives structure and transparency to a lot of what we're already doing, and he likes the capital reserves it sets up. In their last discussion on thing that caught his ear was the idea of distributing excess revenues instead of working to spend them.

Mayor Castner clarified he thinks sales tax should be collected on the commodity but not the extra things.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

#### **COMMENTS OF THE AUDIENCE**

#### **COMMENTS OF THE CITY ATTORNEY**

City Attorney Gatti had no comments.

#### **COMMENTS OF THE CITY CLERK**

City Clerk Jacobsen reminded listeners that absentee in person voting is ongoing during regular business hours at the City Clerk's office through Election Day. Polls are open from 7am to 8pm on Election Day, and contact the Clerk's office if you have questions about your polling location. She also announced openings on the Parks Art Recreation and Culture Advisory Commission, Economic Development Advisory Commission, and Library Advisory Board, and a Student Representative opening on the Economic Development Advisory Commission.

#### **COMMENTS OF THE CITY MANAGER**

City Manager Dumouchel announced job openings with the City and directed listeners to the City website for more information.

#### **COMMENTS OF THE MAYOR**

Mayor Castner commented he's going to work with the Clerk to organize the Student Representatives into a get together for an orientation on how to serve on a Commission. He thinks he could do better to help those who have stepped up to participate. He hopes we can find one more to serve on the Economic Development Advisory Commission, these sorts of things look great on a college resume.

#### **COMMENTS OF THE CITY COUNCIL**

Councilmember Lord encouraged folks to go vote. She said a lot of people have reached out to her about who's on their borough ballot and she recapped the races on the borough ballot for the city and for outside city limits. She encouraged getting vaccinated and thanked those working in healthcare a million times over.

Councilmember Hansen-Cavasos had no comments.

Councilmember Venuti commented regarding a class at the college by Ed Berg on global climate change that started tonight. The KBC Facebook page has a neat picture of Lee Post's marine skeletal articulation class excavating a beaked whale that's been cooking in a bone box. There are other exiting classes going on at our local college. She appreciates the PARCAC for their work on the Lend a Leash program, she think it sounds like a winner for pet owners and dogs so they're safe when they're around traffic or other people. Local medical staff is available to answer questions about the COVID vaccine, her fear is people think this won't happen to them, but it's very real. Our numbers are still too high to relax, she hopes people will take notice and get vaccinated. She encouraged everyone to get out and vote.

Councilmember Aderhold commented there was a lot going on around town September 17<sup>th</sup>, she went to see Brad Hughes' shop and the Loved and Lost Bench he's building in response to the disappearance of Duffy Murnane. It was a privilege to see the work and hear from Sara Berg about each person portrayed on the bench and what they mean to her. She also participated in a working group called the Alaska Municipal Climate Network that started almost 2 years ago as a members of a number of municipalities getting together and talking about how our small municipalities can respond to climate change. They'll be having a session at the upcoming Alaska Municipal League meeting and it will be great to bring the information to AML members and get more communities joining in with the informal group. She attended the Homer Draw Down celebration at the Pratt Museum and encouraged everyone to visit and see the art displays on peatlands. She also commented about the Central Kenai Peninsula League of Women Voters event to watch the documentary Reunited States and then a discussion with the director and author of the book Reunited States. She encouraged watching the film and checking out the discussion on the Central Kenai Peninsula League of Women Voters Facebook page, it's really about the power of listening and opening yourself to changing your own mind.

Councilmember Davis also encouraged getting out to vote. He shared that tonight is his last meeting as an appointed councilmember and he wanted to take the opportunity to thank Mayor Castner and all the Council members and staff for their patience, he's learned a lot and it's been exciting.

Councilmember Smith commented voting is part of our civic duty and national pride in understanding what a blessing it is to have a representative republic where we can cast our vote and elect our officials to represent us. He requested the City be more proactive in election signage. He expressed his condolences to the McBride's, their extended family, and friends for

Paul's passing. He participated in the Central Kenai Peninsula League of Women Voters event through an invitation and he thought it was excellent. It reminded him of two films that impacted him when he was younger, first was Twelve Angry Men that talks about diversity of bringing people together and how one person can have a tremendous effect of bringing people to understanding and changing their views, and Awakenings in a sense that when we wake up to the state of who we are and what we take for granted, and truly appreciate what we have in our lives. He shared about his family members and their service which impacted in his willingness to serve.

**ADJOURN**

There being no further business to come before the Council Mayor Castner adjourned the meeting at 8:11 p.m. Next Regular Meeting is Monday, October 11, 2021 at 6:00 p.m., Committee of the Whole at 5:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom webinar.

\_\_\_\_\_  
Melissa Jacobsen, MMC, City Clerk

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



# City of Homer

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

Office of the City Clerk

491 East Pioneer Avenue  
Homer, Alaska 99603

[clerk@cityofhomer-ak.gov](mailto:clerk@cityofhomer-ak.gov)

(p) 907-235-3130

(f) 907-235-3143

## Memorandum 21-177

TO: MAYOR CASTNER AND HOMER CITY COUNCIL  
FROM: RENEE KRAUSE, MMC, DEPUTY CITY CLERK  
DATE: OCTOBER 20, 2021  
SUBJECT: LIQUOR LICENSE RENEWALS FOR SWEETGALE WINES, LLC AND SDAWG, INC.

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The City Clerk's Office has been notified by the AMCO Board of Liquor License Permit Renewals for a Winery and a Beverage Dispensary within the City of Homer, for the following licenses:

License Type: Winery  
License #: 5909  
DBA Name: Sweetgale Meadworks & Cider House  
Service Location: 3657 Main Street Homer, AK 99603  
Licensee: Sweetgale Wines, LLC  
Contact Person: Jason Davis

License Type: Beverage Dispensary  
License #: 1002  
DBA Name: Salty Dawg Saloon  
Service Location: 4380 Homer Spit Road Homer, AK 99603  
Licensee: SDawg, Inc.  
Contact Person: John L Warren or Jean L Murphy

RECOMMENDATION: Voice non objection and approval for the Liquor License Renewal Applications.

Fiscal Note: Revenues.



# City of Homer

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

Police Department

4060 Heath Street  
Homer, Alaska 99603

[police@cityofhomer-ak.gov](mailto:police@cityofhomer-ak.gov)

(p) 907-235-3150

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

## Memorandum

TO: RENEK KRAUSE, MMC, DEPUTY CITY CLERK

FROM: MARK ROBL, POLICE CHIEF

CC: LISA LINEGAR, COMMUNICATIONS SUPERVISOR

DATE: OCTOBER 13, 2021

SUBJECT: LIQUOR LICENSE RENEWAL APPLICATION FOR SWEETGALE WINES, LLC AND SDAWG, INC. – No Objection

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The Homer Police Department has no objection of Liquor License Renewal Applications within the City of Homer for the following businesses:

License Type: Winery  
License #: 5909  
DBA Name: Sweetgale Meadworks & Cider House  
Service Location: 3657 Main Street  
Homer, AK 99603  
Licensee: Sweetgale Wines, LLC  
Contact Person: Jason Davis

License Type: Beverage Dispensary  
License #: 1002  
DBA Name: Salty Dawg Saloon  
Service Location: 4380 Homer Spit Road  
Homer, AK 99603  
Licensee: Sdawg, Inc.  
Contact Person: John L Warren or Jean L Murphy





October 13, 2021

City of Homer

Kenai Peninsula Borough

Via Email: [clerk@cityofhomer-ak.gov](mailto:clerk@cityofhomer-ak.gov); [mjacobsen@ci.homer.ak.us](mailto:mjacobsen@ci.homer.ak.us); [mjenkins@kpb.us](mailto:mjenkins@kpb.us); [mberg@kpb.us](mailto:mberg@kpb.us); [sness@kpb.us](mailto:sness@kpb.us); [btaylor@kpb.us](mailto:btaylor@kpb.us); [maldridge@kpb.us](mailto:maldridge@kpb.us); [ncarver@kpb.us](mailto:ncarver@kpb.us); [slopez@kpb.us](mailto:slopez@kpb.us); [iblankenship@kpb.us](mailto:iblankenship@kpb.us); [tshassetz@kpb.us](mailto:tshassetz@kpb.us)

**Re: Notice of 2022/2023 Liquor License Renewal Application**

<b>License Type:</b>	Winery	<b>License Number:</b>	5909
<b>Licensee:</b>	Sweetgale Wines LLC		
<b>Doing Business As:</b>	Sweetgale Meadworks & Cider House		

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

Glen Klinkhart, Director  
[amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov)

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

XXXX

ISSUED  
10/13/2021  
ABC BOARD

LIQUOR LICENSE  
2022 - 2023  
TEMPORARY

5909

LICENSE RENEWAL APPLICATION DUE  
DECEMBER 31, 2023 (AS 04.11.270(b))

THIS LICENSE EXPIRES MIDNIGHT  
FEBRUARY 28, 2024 UNLESS DATED BELOW

TYPE OF LICENSE: Winery

LICENSE FEE: \$500.00

1194

CITY / BOROUGH: Homer  
Kenai Peninsula Borough

D/B/A: Sweetgale Meadworks & Cider House  
3657 Main Street

Mail Address:  
Sweetgale Wines LLC  
3657 Main Street  
Homer, AK 99603

This license cannot be transferred without permission  
of the Alcoholic Beverage Control Board

[ ] Special restriction - see reverse side

ISSUED BY ORDER OF THE  
ALCOHOLIC BEVERAGE CONTROL BOARD



DIRECTOR

04-900 (REV 7/21)

THIS LICENSE MUST BE POSTED IN A VISIBLE PLACE ON THE PREMISES

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

XXXX

ISSUED  
10/13/2021  
ABC BOARD

LIQUOR LICENSE  
2022 - 2023  
TEMPORARY

5909

LICENSE RENEWAL APPLICATION DUE  
DECEMBER 31, 2023 (AS 04.11.270(b))

THIS LICENSE EXPIRES MIDNIGHT  
FEBRUARY 28, 2024 UNLESS DATED BELOW

TYPE OF LICENSE: Winery

LICENSE FEE: \$500.00

CITY / BOROUGH: Homer  
Kenai Peninsula Borough

D/B/A: Sweetgale Meadworks & Cider House  
3657 Main Street

Mailing Address:  
Sweetgale Wines LLC  
3657 Main Street  
Homer, AK 99603

This license cannot be transferred without permission  
of the Alcoholic Beverage Control Board

[ ] Special restriction - see reverse side

ISSUED BY ORDER OF THE  
ALCOHOLIC BEVERAGE CONTROL BOARD

COPY

DIRECTOR

THIS LICENSE MUST BE POSTED IN A VISIBLE PLACE ON THE PREMISES

04-900 (REV 7/21)



Alcohol and Marijuana Control Office  
 550 W 7<sup>th</sup> Avenue, Suite 1600  
 Anchorage, AK 99501  
[alcohol.licensing@alaska.gov](mailto:alcohol.licensing@alaska.gov)  
<https://www.commerce.alaska.gov/web/amco>  
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

**2022-2023 Master Checklist: Renewal License Application**

Doing Business As:	Sweetgale Meadworks & Cider House	License Number:	5909
License Type:	Winery		
Examiner:	Kn's S.	Transaction #:	100281688

Document	Received	Completed	Notes
AB-17: Renewal Application	10/10	10/13/21	
App and License Fees	10/11	10/13/21	

Supplemental Document	Received	Completed	Notes
Tourism/Rec Site Statement			
AB-25: Supplier Cert (WS)			
AB-29: Waiver of Operation			
AB-30: Minimum Operation			
AB-33: Restaurant Affidavit			
COI / COC / 5 Star / FAA Cert			
FP Cards & Fees / AB-08a			
Late Fee			

Names on FP Cards:	
--------------------	--

	Yes	No	N/A
CBPL Entity Printout included?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business License Copy included?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Background(s) Completed & Date: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Special Consideration: \_\_\_\_\_ Board Meeting Date: 11-2-2021

LGB Sent Date: 10/13/21 LGB Deadline Date: \_\_\_\_\_

LGB 1 Name: City of Homer LGB 2 Name: KPB

Waive   
  Protest   
  Lapsed   
  Waive   
  Protest   
  Lapsed



Alaska Alcoholic Beverage Control Board

# Form AB-17: 2022/2023 General Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than 12/31/2021 per AS 04.11.270, 3 AAC 304.160, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any complete application for renewal or any fees for renewal that have not been postmarked by 02/28/2022 will be expired per AS 04.11.540, 3 AAC 304.160(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the required fees and all documents required, or the application will be returned without being processed, per AS 04.11.270, 3 AAC 304.105
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

### Establishment Contact Information

Licensee (Owner):	Sweetgale Wines, LLC	License #:	5909
License Type:	Winery		
Doing Business As:	Sweetgale Meadworks & Cider House		
Premises Address:	3657 Main Street, Homer AK 99603		
Local Governing Body:	City of Homer		
Community Council:			

If your mailing address has changed, write the NEW address below:

Mailing Address:					
City:		State:		ZIP:	

### Section 1 – Licensee Contact Information

**Contact Licensee:** The individual listed below must be listed in Section 2 or 3 as an Official/Owner/Shareholder of your entity and must be listed on CBPL with the same name and title.

This person will be the designated point of contact regarding this license, unless the Optional contact is completed.

Contact Licensee:	Jason Davis	Contact Phone:	9076901786
Contact Email:	jasondavis63@gmail.com		

**Optional:** If you wish for AMCO staff to communicate with anyone other than the Contact Licensee about your license, list them below:

Name of Contact:		Contact Phone:	
Contact Email:			

Name of Contact:		Contact Phone:	
Contact Email:			

Name of Contact:		Contact Phone:	
Contact Email:			



# Form AB-17: 2022/2023 License Renewal Application

## Section 2 – Entity or Community Ownership Information

**Sole Proprietors should skip this Section.**

Use the link from Corporations, Business and Professional Licensing (CBPL) below to assist you in finding the Entity #.

<https://www.commerce.alaska.gov/cbp/main/search/entities>

Alaska CBPL Entity #:	10089245
-----------------------	----------

**READ BEFORE PROCEEDING:** Any new or changes to Shareholders (10% or more), Managers, Corporate Officers, Board of Directors, Partners, Controlling Interest or Ownership of the business license must be reported to the ABC Board within 10 days of the change and must be accompanied by a full set of fingerprints on FBI-approved card stock, AB-08a's, payment of \$48.25 for each new officer with a date-stamped copy of the CBPL change per AS 04.11.045, 50 & 55, or a Notice of Violation will be issued to your establishment and your application will be returned.

The only exception to this is a Corporation who can meet the requirements set forth in AS 04.11.050(c).

### DO NOT LIST OFFICERS OR TITLES THAT ARE NOT REQUIRED FOR YOUR ENTITY TYPE.

- Corporations of any type including *non-profit* must list ONLY the following:
  - All shareholders who own 10% or more stock in the corporation
  - Each President, Vice-President, Secretary, and Managing Officer regardless of percentage owned
- Limited Liability Corporations, of any type must list ONLY the following:
  - All Members with an ownership interest of 10% or more
  - All Managers (of the LLC, not the DBA) regardless of percentage owned
- Partnerships of any type, including *Limited Partnerships* must list ONLY the following:
  - Each Partner with an interest of 10% or more
  - All General Partners regardless of percentage owned

**Important Note:** All entries below must match our records, or your application will be returned per AS 04.11.270, 3 AAC 304.105. You must list full legal names, all required titles, phone number, percentage of shares owned (if applicable) and a full mailing address for each official of your entity whose information we require. **If more space is needed: attach additional completed copies of this page. Additional information not on this page will be rejected.**

Name of Official:	Jason Davis				
Title(s):	Member	Phone:	907-690-1786	% Owned:	100
Mailing Address:	693 Rangeview Ave				
City:	Homer	State:	AK	ZIP:	99603

Name of Official:					
Title(s):		Phone:		% Owned:	
Mailing Address:					
City:		State:		ZIP:	

Name of Official:					
Title(s):		Phone:		% Owned:	
Mailing Address:					
City:		State:		ZIP:	



# Form AB-17: 2022/2023 License Renewal Application

## Section 3 – Sole Proprietor Ownership Information

**Corporations, LLC's and Partnerships of ALL kinds should skip this section.**

**READ BEFORE PROCEEDING:** Any new or changes to the ownership of the business license must be reported to the ABC Board within 10 days of the change and must be accompanied by a full set of fingerprints on FBI approved cardstock, AB-08a's, payment of \$48.25 for each new owner or officer and a date stamped copy of the CBPL change per AS 04.11.045, or a Notice of Violation will be issued to your establishment and your application will be returned.

**Important Note:** All entries below must match our records, or your application will be returned per AS 04.11.270, 3 AAC 304.105. You must list full legal names, phone number, and mailing address for each owner or partner whose information we require.

**If more space is needed, attach additional copies of this page. Additional owners not listed on this page will be rejected.**

This individual is an:  Applicant  Affiliate

Name:				Contact Phone:	
Mailing Address:					
City:		State:		ZIP:	
Email:					

This individual is an:  Applicant  Affiliate

Name:				Contact Phone:	
Mailing Address:					
City:		State:		ZIP:	
Email:					

## Section 4 – License Operation

**Check ONE BOX for EACH CALENDAR YEAR** that best describes how this liquor license was operated:

- |  |                                     |                                     |
|--|-------------------------------------|-------------------------------------|
|  | 2020                                | 2021                                |
| 1. The license was regularly operated continuously throughout each year. (Year-round)  | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. The license was only operated during a specific season each year. (Seasonal)<br><i>If your operation dates have changed, list them below:</i><br>_____ to _____   | <input type="checkbox"/>            | <input type="checkbox"/>            |
| 3. The license was only operated to meet the minimum requirement of 240 total hours each calendar year.<br><i>A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form.</i>   | <input type="checkbox"/>            | <input type="checkbox"/>            |
| 4. The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both calendar years. <i>A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated.</i><br><b><u>If you have not met the minimum number of hours of operation in 2020 and/or 2021, you are not required to pay the fees, however a complete AB-29 is required with Section 2 marked "OTHER" and COVID is listed as the reason.</u></b> | <input type="checkbox"/>            | <input type="checkbox"/>            |

## Section 5 – Violations and Convictions

Have **ANY** Notices of Violation been issued for this license **OR** has **ANY** person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2020 or 2021? Yes  No

**If you checked YES, you MUST attach a list of all Notices of Violation and/or Convictions per AS 04.11.270(a)(2)**

**If you are unsure if you have received any Notices of Violation, contact the office before submitting this form.**



Alaska Alcoholic Beverage Control Board

Form AB-17: 2022/2023 License Renewal Application

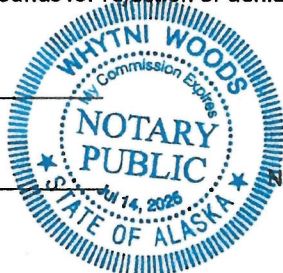
Section 6 – Certifications

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, are true, correct, and complete.

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and potentially expired if I do not comply with statutory or regulatory requirements.
I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application, and that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.
I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and accurately listed, and I have provided AMCO with all required changes of Shareholders (10% or more), Managers, Corporate Officers/Board of Directors, Partners, Controlling Interest or Ownership of the business license, and have provided all required documents for any new or changes in officers.
I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 304.465.
I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name from what is currently approved and on file with the Alcoholic Beverage Control Board.

I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

Signature of licensee
Jason Davis



Signature of Notary Public
Whytli Woods

Notary Public in and for the State of: Alaska

My commission expires: July 14 2025

Printed name of licensee

Subscribed and sworn to before me this 7 day of October, 2021.

- Restaurant/Eating Place applications must include a completed AB-33: Restaurant Receipts Affidavit
Recreational Site applications must include a completed Recreational Site Statement
Tourism applications must include a completed Tourism Statement
Wholesale applications must include a completed AB-25: Supplier Certification
Common Carrier applications must include a current safety inspection certificate

All renewal and supplemental forms are available online

Any application that is not complete or does not include ALL required completed forms and fees will not be processed and will be returned per AS 04.11.270, 3 AAC 304.105.

FOR OFFICE USE ONLY

Table with 4 columns: License Fee (\$500), Application Fee (\$300.00), Misc. Fee (\$), Total Fees Due (\$800)

# Department of Commerce, Community, and Economic Development CORPORATIONS, BUSINESS & PROFESSIONAL LICENSING

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## ENTITY DETAILS

### Name(s)

Type	Name
Legal Name	SWEETGALE WINES, LLC
Previous Legal Name	Oyster Cove Beachfront Retreat & Paddling LLC

**Entity Type:** Limited Liability Company

**Entity #:** 10089245

**Status:** Good Standing

**AK Formed Date:** 8/6/2018

**Duration/Expiration:** Perpetual

**Home State:** ALASKA

**Next Biennial Report Due:** 1/2/2024

**Entity Mailing Address:** 3657 MAIN STREET, HOMER, AK 99603

**Entity Physical Address:** 3657 MAIN STREET, HOMER, AK 99603

### Registered Agent

**Agent Name:** Jason Davis

**Registered Mailing Address:** 693 RANGEVIEW AVE, HOMER, AK 99603

**Registered Physical Address:** 693 RANGEVIEW AVE, HOMER, AK 99603

### Officials

Show Former

AK Entity #	Name	Titles	Owned
	Jason Davis	Member	100.00



## Filed Documents

Date Filed	Type	Filing	Certificate
8/06/2018	Creation Filing	<a href="#">Click to View</a>	<a href="#">Click to View</a>
10/03/2019	Biennial Report	<a href="#">Click to View</a>	
1/02/2020	Amendment	<a href="#">Click to View</a>	<a href="#">Click to View</a>
10/10/2021	Biennial Report	<a href="#">Click to View</a>	

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# Department of Commerce, Community, and Economic Development DIVISION OF CORPORATIONS, BUSINESS & PROFESSIONAL LICENSING

[State of Alaska / Commerce / Corporations, Business, and Professional Licensing / Search & Database Download / Business License / License #2109217](#)

## LICENSE DETAILS

**License #:** 2109217

[Print Business License](#)

**Business Name:** Sweetgale Meadworks & Cider House

**Status:** Active

**Issue Date:** 07/08/2020

**Expiration Date:** 12/31/2023

**Mailing Address:** 3657 Main Street  
Homer, AK 99603

**Physical Address:** 3657 Main Street  
Homer, AK 99603

## Owners

SWEETGALE WINES, LLC

## Activities

Line of Business	NAICS	Professional License #
31 - Manufacturing	312130 - WINERIES	

## Endorsements

No Endorsements Found

## License Lapse(s)

If this business license lapsed within the last four years the lapsed periods will appear below. Lapsed periods are the unlicensed period between an expiration date and renewal date.

No Lapses on record for the last 4 years.



October 13, 2021

City of Homer

Kenai Peninsula Borough

Via Email: [clerk@cityofhomer-ak.gov](mailto:clerk@cityofhomer-ak.gov); [mjacobsen@ci.homer.ak.us](mailto:mjacobsen@ci.homer.ak.us); [mjenkins@kpb.us](mailto:mjenkins@kpb.us); [mberg@kpb.us](mailto:mberg@kpb.us); [sness@kpb.us](mailto:sness@kpb.us); [btaylor@kpb.us](mailto:btaylor@kpb.us); [maldridge@kpb.us](mailto:maldridge@kpb.us); [ncarver@kpb.us](mailto:ncarver@kpb.us); [slopez@kpb.us](mailto:slopez@kpb.us); [iblankenship@kpb.us](mailto:iblankenship@kpb.us); [tshassetz@kpb.us](mailto:tshassetz@kpb.us)

**Re: Notice of 2022/2023 Liquor License Renewal Application**

<b>License Type:</b>	Beverage Dispensary	<b>License Number:</b>	1002
<b>Licensee:</b>	Sdawg Inc.		
<b>Doing Business As:</b>	Salty Dawg Saloon		

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

Glen Klinkhart, Director  
[amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov)

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

XXXX

ISSUED

10/13/2021

ABC BOARD

LIQUOR LICENSE

2022 - 2023

TEMPORARY

1002

LICENSE RENEWAL APPLICATION DUE  
DECEMBER 31, 2023 (AS 04.11.270(b))

THIS LICENSE EXPIRES MIDNIGHT  
FEBRUARY 28, 2024 UNLESS DATED BELOW

TYPE OF LICENSE: Beverage Dispens

[Empty box]

LICENSE FEE: \$2,500.00

1104

CITY / BOROUGH: Homer  
Kenai Peninsula Borough

D/B/A: Salty Dawg Saloon  
4380 Homer Spit Road

Mail Address:  
Sdawg Inc.  
PO Box 2581  
Homer, AK 99603

This license cannot be transferred without permission  
of the Alcoholic Beverage Control Board

[ ] Special restriction - see reverse side

ISSUED BY ORDER OF THE  
ALCOHOLIC BEVERAGE CONTROL BOARD

DIRECTOR

04-900 (REV 7/21)

THIS LICENSE MUST BE POSTED IN A VISIBLE PLACE ON THE PREMISES

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

XXXX

ISSUED

10/13/2021

ABC BOARD

LIQUOR LICENSE

2022 - 2023

TEMPORARY

1002

LICENSE RENEWAL APPLICATION DUE  
DECEMBER 31, 2023 (AS 04.11.270(b))

THIS LICENSE EXPIRES MIDNIGHT  
FEBRUARY 28, 2024 UNLESS DATED BELOW

TYPE OF LICENSE: Beverage Dispens

[Empty box]

LICENSE FEE: \$2,500.00

CITY / BOROUGH: Homer  
Kenai Peninsula Borough

This license cannot be transferred without permission  
of the Alcoholic Beverage Control Board

[ ] Special restriction - see reverse side

ISSUED BY ORDER OF THE  
ALCOHOLIC BEVERAGE CONTROL BOARD

COPY

DIRECTOR

D/B/A: Salty Dawg Saloon  
4380 Homer Spit Road

Mailing Address:  
Sdawg Inc.  
PO Box 2581  
Homer, AK 99603

THIS LICENSE MUST BE POSTED IN A VISIBLE PLACE ON THE PREMISES

04-900 (REV 7/21)



Alaska Alcoholic Beverage Control Board

**2022-2023 Master Checklist: Renewal License Application**

Doing Business As:	Salty Dawg Saloon	License Number:	1002
License Type:	Beverage Dispensary		
Examiner:	Kristina S	Transaction #:	100281037

Document	Received	Completed	Notes
AB-17: Renewal Application	10/8	10/13/2021	
App and License Fees	10/8	10/12/21	

Supplemental Document	Received	Completed	Notes
Tourism/Rec Site Statement			
AB-25: Supplier Cert (WS)			
AB-29: Waiver of Operation			
AB-30: Minimum Operation			
AB-33: Restaurant Affidavit			
COI / COC / 5 Star / FAA Cert			
FP Cards & Fees / AB-08a			
Late Fee			

Names on FP Cards:	
--------------------	--

	Yes	No	N/A
CBPL Entity Printout included?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business License Copy included?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Background(s) Completed & Date: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Special Consideration: \_\_\_\_\_ Board Meeting Date: 11-2-2021

LGB Sent Date: 10/13/2021 LGB Deadline Date: \_\_\_\_\_

LGB 1 Name: Homer LGB 2 Name: KPB

Waive  Protest  Lapsed  Waive  Protest  Lapsed



Alaska Alcoholic Beverage Control Board

# Form AB-17: 2022/2023 General Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than 12/31/2021 per AS 04.11.270, 3 AAC 304.160, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any complete application for renewal or any fees for renewal that have not been postmarked by 02/28/2022 will be expired per AS 04.11.540, 3 AAC 304.160(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the required fees and all documents required, or the application will be returned without being processed, per AS 04.11.270, 3 AAC 304.105
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

## Establishment Contact Information

Licensee (Owner):	Sdawg Inc.	License #:	1002
License Type:	Beverage dispensary		
Doing Business As:	Salty Dawg Saloon		
Premises Address:	4380 Homer Spit Road		
Local Governing Body:	City of Homer (Kenai Peninsula Borough)		
Community Council:	None		

If your mailing address has changed, write the NEW address below:

Mailing Address:					
City:		State:		ZIP:	

## Section 1 – Licensee Contact Information

**Contact Licensee:** The individual listed below must be listed in Section 2 or 3 as an Official/Owner/Shareholder of your entity and must be listed on CBPL with the same name and title.

This person will be the designated point of contact regarding this license, unless the Optional contact is completed.

Contact Licensee:	John L Warren	Contact Phone:	(907) 299-5564
Contact Email:	saltydawgsaloonak@gmail.com		

**Optional:** If you wish for AMCO staff to communicate with anyone other than the Contact Licensee about your license, list them below:

Name of Contact:	Jean L Murphy	Contact Phone:	(907) 299-5779
Contact Email:	saltydawgsaloonak@gmail.com		

Name of Contact:		Contact Phone:	
Contact Email:			

Name of Contact:		Contact Phone:	
Contact Email:			



# Form AB-17: 2022/2023 License Renewal Application

## Section 2 – Entity or Community Ownership Information

Sole Proprietors should skip this Section.

Use the link from Corporations, Business and Professional Licensing (CBPL) below to assist you in finding the Entity #.

<https://www.commerce.alaska.gov/cbp/main/search/entities>

Alaska CBPL Entity #:	60345D
-----------------------	--------

**READ BEFORE PROCEEDING:** Any new or changes to Shareholders (10% or more), Managers, Corporate Officers, Board of Directors, Partners, Controlling Interest or Ownership of the business license must be reported to the ABC Board within 10 days of the change and must be accompanied by a full set of fingerprints on FBI-approved card stock, AB-08a's, payment of \$48.25 for each new officer with a date-stamped copy of the CBPL change per AS 04.11.045, 50 & 55, or a Notice of Violation will be issued to your establishment and your application will be returned.

The only exception to this is a Corporation who can meet the requirements set forth in AS 04.11.050(c).

### DO NOT LIST OFFICERS OR TITLES THAT ARE NOT REQUIRED FOR YOUR ENTITY TYPE.

- Corporations of any type including non-profit must list ONLY the following:
  - All shareholders who own 10% or more stock in the corporation
  - Each President, Vice-President, Secretary, and Managing Officer regardless of percentage owned
- Limited Liability Corporations, of any type must list ONLY the following:
  - All Members with an ownership interest of 10% or more
  - All Managers (of the LLC, not the DBA) regardless of percentage owned
- Partnerships of any type, including Limited Partnerships must list ONLY the following:
  - Each Partner with an interest of 10% or more
  - All General Partners regardless of percentage owned

**Important Note:** All entries below must match our records, or your application will be returned per AS 04.11.270, 3 AAC 304.105. You must list full legal names, all required titles, phone number, percentage of shares owned (if applicable) and a full mailing address for each official of your entity whose information we require. **If more space is needed: attach additional completed copies of this page. Additional information not on this page will be rejected.**

Name of Official:	John L Warren			
Title(s):	President	Phone:	(907)299-5564	% Owned: 100
Mailing Address:	P.O. Box 2581			
City:	Homer	State:	AK	ZIP: 99603

Name of Official:	John Warren			
Title(s):	Secretary	Phone:	907-299-5564	% Owned: 100
Mailing Address:	PO Box 2581			
City:	Homer	State:	AK	ZIP: 99603

Name of Official:				
Title(s):		Phone:		% Owned:
Mailing Address:				
City:		State:		ZIP:



# Form AB-17: 2022/2023 License Renewal Application

## Section 3 – Sole Proprietor Ownership Information

### Corporations, LLC's and Partnerships of ALL kinds should skip this section.

**READ BEFORE PROCEEDING:** Any new or changes to the ownership of the business license must be reported to the ABC Board within 10 days of the change and must be accompanied by a full set of fingerprints on FBI approved cardstock, AB-08a's, payment of \$48.25 for each new owner or officer and a date stamped copy of the CBPL change per AS 04.11.045, or a Notice of Violation will be issued to your establishment and your application will be returned.

**Important Note:** All entries below must match our records, or your application will be returned per AS 04.11.270, 3 AAC 304.105. You must list full legal names, phone number, and mailing address for each owner or partner whose information we require.

**If more space is needed, attach additional copies of this page. Additional owners not listed on this page will be rejected.**

This individual is an:  Applicant  Affiliate

Name:				Contact Phone:	
Mailing Address:					
City:		State:		ZIP:	
Email:					

This individual is an:  Applicant  Affiliate

Name:				Contact Phone:	
Mailing Address:					
City:		State:		ZIP:	
Email:					

## Section 4 – License Operation

**Check ONE BOX for EACH CALENDAR YEAR** that best describes how this liquor license was operated:

- |   |                                     |                                     |
|---|-------------------------------------|-------------------------------------|
|   | 2020                                | 2021                                |
| 1. The license was <b>regularly operated continuously</b> throughout each year. (Year-round)  | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. The license was <b>only operated during a specific season</b> each year. (Seasonal)<br><i>If your operation dates have changed, list them below:</i><br>_____ to _____   | <input type="checkbox"/>            | <input type="checkbox"/>            |
| 3. The license was only operated to meet the minimum requirement of 240 total hours each calendar year.<br><i>A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form.</i>  | <input type="checkbox"/>            | <input type="checkbox"/>            |
| 4. The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both calendar years. <i>A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated.</i> | <input type="checkbox"/>            | <input type="checkbox"/>            |

**If you have not met the minimum number of hours of operation in 2020 and/or 2021, you are not required to pay the fees, however a complete AB-29 is required with Section 2 marked "OTHER" and COVID is listed as the reason.**

## Section 5 – Violations and Convictions

	Yes	No
Have <b>ANY</b> Notices of Violation been issued for this license <b>OR</b> has <b>ANY</b> person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2020 or 2021?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

***If you checked YES, you MUST attach a list of all Notices of Violation and/or Convictions per AS 04.11.270(a)(2)***

***If you are unsure if you have received any Notices of Violation, contact the office before submitting this form.***





Alaska Alcoholic Beverage Control Board

Form AB-17: 2022/2023 License Renewal Application

Section 6 - Certifications

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, are true, correct, and complete.

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application... I certify that all current licensees... I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL)... I certify that all licensees, agents, and employees who sell or serve alcoholic beverages... I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises...

I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

Signature of licensee
John L Warren

Printed name of licensee

Signature of Notary Public
Linda LaFramboise

Notary Public in and for the State of: Alaska

My commission expires: 5/2/23

Subscribed and sworn to before me this 7th day of October, 2021.

- Restaurant/Eating Place applications must include a completed AB-33: Restaurant Receipts Affidavit
Recreational Site applications must include a completed Recreational Site Statement
Tourism applications must include a completed Tourism Statement
Wholesale applications must include a completed AB-25: Supplier Certification
Common Carrier applications must include a current safety inspection certification

All renewal and supplemental forms are available online

NOTARY PUBLIC
LINDA LAFRAMBOISE
STATE OF ALASKA
My Commission Expires May 2, 2023

Any application that is not complete or does not include ALL required completed forms and fees will not be processed and will be returned per AS 04.11.270, 3 AAC 304.105.

FOR OFFICE USE ONLY

Table with 4 columns: License Fee (\$2500), Application Fee (\$300.00), Misc. Fee (\$), Total Fees Due (\$2800)

AMCO
OCT - 8 2021
AMCO
Page 4 of 4
OCT 13 2021

Department of Commerce, Community, and Economic Development  
**CORPORATIONS, BUSINESS & PROFESSIONAL LICENSING**

[State of Alaska / Commerce / Corporations, Business, and Professional Licensing / Search & Database Download / Corporations / Entity Details](#)

## ENTITY DETAILS

### Name(s)

Type	Name
Legal Name	SDAWG, INC.

**Entity Type:** Business Corporation

**Entity #:** 60345D

**Status:** Good Standing

**AK Formed Date:** 2/24/1997

**Duration/Expiration:** Perpetual

**Home State:** ALASKA

**Next Biennial Report Due:** 1/2/2023

**Entity Mailing Address:** PO BOX 2581, HOMER, AK 99603

**Entity Physical Address:** 4380 HOMER SPIT ROAD, HOMER., AK 99603

### Registered Agent

**Agent Name:** JOHN WARREN

**Registered Mailing Address:** PO BOX 2581, HOMER, AK 99603

**Registered Physical Address:** 4380 HOMER SPIT RD, HOMER, AK 99603

### Officials

Show Former

AK Entity #	Name	Titles	Owned
	JOHN WARREN	Director, President, Secretary, Shareholder, Treasurer	100.00

### Filed Documents

42

<b>Date Filed</b>	<b>Type</b>	<b>Filing</b>	<b>Certificate</b>
2/24/1997	Creation Filing		
4/24/1997	Biennial Report		
1/25/1999	Biennial Report	<a href="#">Click to View</a>	
11/17/2000	Biennial Report	<a href="#">Click to View</a>	
1/06/2003	Biennial Report	<a href="#">Click to View</a>	
1/18/2005	Biennial Report	<a href="#">Click to View</a>	
10/04/2006	Biennial Report	<a href="#">Click to View</a>	
12/20/2010	Biennial Report	<a href="#">Click to View</a>	
12/26/2010	Biennial Report	<a href="#">Click to View</a>	
6/11/2012	Agent Change	<a href="#">Click to View</a>	
12/17/2012	Biennial Report	<a href="#">Click to View</a>	
11/18/2014	Biennial Report	<a href="#">Click to View</a>	
1/31/2017	Biennial Report	<a href="#">Click to View</a>	
12/19/2018	Biennial Report	<a href="#">Click to View</a>	
3/09/2020	Change of Officials	<a href="#">Click to View</a>	
12/17/2020	Biennial Report	<a href="#">Click to View</a>	

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Department of Commerce, Community, and Economic Development  
**DIVISION OF CORPORATIONS, BUSINESS & PROFESSIONAL LICENSING**

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## LICENSE DETAILS

**License #:** 240547

[Print Business License](#)

**Business Name:** SALTY DAWG SALOON

**Status:** Active

**Issue Date:** 05/02/1997

**Expiration Date:** 12/31/2022

**Mailing Address:** PO BOX 2581  
 HOMER, AK 99603

**Physical Address:** 4380 HOMER SPIT ROAD  
 HOMER, AK 99603

## Owners

SDAWG, INC.

## Activities

Line of Business	NAICS	Professional License #
72 - Accommodation and Food Services	722410 - DRINKING PLACES (ALCOHOLIC BEVERAGES)	

## Endorsements

End #	Issue	Renew	Expiration	Action End	Action Note	Address
1	11/26/2018	10/7/2020	12/31/2022			4380 HOMER SPIT ROAD, HOMER, AK 99603

## License Lapse(s)

If this business license lapsed within the last four years 44 lapsed periods will appear below. Lapsed periods are



# City of Homer

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

Office of the City Clerk

491 East Pioneer Avenue  
Homer, Alaska 99603

[clerk@cityofhomer-ak.gov](mailto:clerk@cityofhomer-ak.gov)

(p) 907-235-3130

(f) 907-235-3143

## Memorandum 21-178

TO: MAYOR CASTNER AND HOMER CITY COUNCIL

FROM: MELISSA JACOBSEN, MMC, CITY CLERK

DATE: OCTOBER 15, 2021

SUBJECT: TRAVEL AUTHORIZATION FOR MAYOR CASTNER AND COUNCILMEMBERS  
ADERHOLD, LORD, AND DAVIS TO ATTEND THE ALASKA MUNICIPAL LEAGUE  
ANNUAL LOCAL GOVERNMENT CONFERENCE IN ANCHORAGE, ALASKA  
NOVEMBER 14-18, 2021

---

The Alaska Municipal League (AML) Annual Local Government Conference is scheduled in Anchorage, Alaska, November 14-17, 2021, and Alaska Conference of Mayors is scheduled for November 18, 2021.

The AML is a voluntary, nonprofit, nonpartisan, statewide organization of 140 cities, boroughs, and unified municipalities, representing over 97 percent of Alaska's residents. Originally organized in 1950, the League of Alaska Cities became the Alaska Municipal League in 1962 when boroughs joined the League.

Meetings include Newly Elected Officials (NEO), Alaska Conference of Mayors, board committees and meeting with Legislators.

Cost estimates for travel include round trip airfare from Homer to Anchorage at \$250 to \$350 or mileage at \$0.53 per mile, and room rates at \$118 per night. Per diem is \$58 per day, for three meals. Conference registration for NEO only is virtual at no cost, Conference only is \$300, and Alaska Conference of Mayors is \$125.

For FY22 Council budgeted \$4,000 for transportation, \$3,500 for subsistence, and \$2,500 for training.

### RECOMMENDATION:

Approve attendance for Mayor Castner and Councilmembers Aderhold, Lord, and Davis at the AML Annual Conference, Alaska Conference of Mayors (Mayor Castner only) and the Newly Elected Officials training (Councilmember Davis only).



# City of Homer

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

Office of the City Manager

491 East Pioneer Avenue  
Homer, Alaska 99603

[citymanager@cityofhomer-ak.gov](mailto:citymanager@cityofhomer-ak.gov)

(p) 907-235-8121 x2222

(f) 907-235-3148

## Memorandum 21-184

TO: Mayor Castner and Homer City Council  
FROM: Rob Dumouchel, City Manager  
DATE: October 13, 2021  
SUBJECT: Disposal of Surplus Library Equipment

---

This year, the Homer Public Library upgraded to radio ID tags. The previously used magnetic sensitizer/desensitizer machines have been rendered obsolete for our operations. The anticipated resale value of the units is very low (<\$100), however, another library has an interest in our now surplus sensitizer/desensitizer machines as they would have a use for them.

Homer City Code (HCC) 18.30.010 allows the City Manager to sell or otherwise dispose of any surplus, obsolete, or unneeded equipment with a value of less than \$5,000. Additionally HCC 18.30.040 (b) allows the City Manager to donate property to another municipality when the City Council deems it advantageous to do so. I am recommending that the City Council endorse my donation of the library's surplus magnetic sensitizer/desensitizer machines to the City of Palmer.

**Staff Recommendation:** Accept memo endorsing the City Manager's donation of the magnetic sensitizer/desensitizer machines to the City of Palmer.

**ORDINANCE REFERENCE SHEET**  
**2021 ORDINANCE**  
**ORDINANCE 21-64**

An Ordinance of the City Council of Homer, Alaska Accepting and Appropriating an FY 2021 State Homeland Security Grant in the Amount of \$142,132 for a Bi-Directional Amplifier System for Homer Police Department and Microwave Links for Homer's Repeaters.

Sponsor: City Manager

1. City Council Regular Meeting October 25, 2021 Introduction

Memorandum 21-179 from Police Chief as backup

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

3 City Manager

4 **ORDINANCE 21-64**

5  
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA  
7 ACCEPTING AND APPROPRIATING AN FY 2021 STATE HOMELAND  
8 SECURITY PROGRAM GRANT IN THE AMOUNT OF \$142,132 FOR A  
9 BI-DIRECTIONAL AMPLIFIER SYSTEM FOR HOMER POLICE  
10 DEPARTMENT AND MICROWAVE LINKS FOR HOMER'S  
11 REPEATERS.  
12

13 WHEREAS, The Alaska Division of Homeland Security and Emergency Management  
14 (DHS&EM) makes funds available to strengthen a City's ability to prevent, protect against,  
15 respond to and recover from all hazard events; and  
16

17 WHEREAS, Effective emergency response operations are dependent on the delivery of  
18 timely communications; and  
19

20 WHEREAS, The City recently became aware of two vulnerabilities in the City's  
21 emergency response communications systems that compromise delivery of timely  
22 communications, namely:

- 23 • Very low radio signal strength within the new Homer Police Department  
24 building, which jeopardizes officer and public safety if personnel are unable  
25 to pick up radio traffic when inside the building; and
- 26 • The one existing microwave link to one of Homer's repeater sites has  
27 insufficient capabilities to carry radio control, data, video and voice traffic  
28 for Homer Police Department and the other repeater site lacks a microwave  
29 link; and  
30

31 WHEREAS, Purchasing and installing a bi-directional amplifier system in the Homer  
32 Police Department will strengthen signals to allow reliable communication between portable  
33 radios inside the building and the ALMR sites outside the building; and  
34

35 WHEREAS, Purchasing and installing microwave links and IP radio gateways at two of  
36 Homer's repeater sites provides necessary communications capability and backup; and  
37

38 WHEREAS, The City is pleased to have been awarded \$142,132 from the DHS&EM to  
39 purchase and install a Bi-directional amplifier system at the Police Department and microwave  
40 links for Homer's repeaters.  
41

42 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:



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Section 1. The Homer City Council hereby accepts and appropriates an FY2021 State Homeland Security Program Grant to the City of Homer in the amount of \$142,132 for the purposes as follows:

Revenue:

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
	FY21 State Homeland Security Grant Program	\$142,132

Expenditure:

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
	Homer Police Department Bi-Directional Amplifier System	\$101,556
	Microwave Links and IP Radio Gateways for Homer’s Repeaters	\$ 40,576

Section 2. Homer City Council hereby authorizes The City Manager is authorized to execute the appropriate documents.

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

Section 4. Sole source procurement from the manufacturer is hereby authorized.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this \_\_ day of \_\_\_\_\_, 2021.

CITY OF HOMER

\_\_\_\_\_  
KEN CASTNER, MAYOR

ATTEST:

\_\_\_\_\_  
MELISSA JACOBSEN, MMC, CITY CLERK

- 85 YES:
- 86 NO:
- 87 ABSENT:
- 88 ABSTAIN:
- 89
- 90 Introduction:
- 91 Public Hearing:
- 92 Second Reading:
- 93 Effective Date:



## City of Homer

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

## Police Department

625 Grubstake Avenue  
Homer, Alaska 99603

[police@cityofhomer-ak.gov](mailto:police@cityofhomer-ak.gov)

(p) 907-235-3150

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

### MEMORANDUM 21-179

DATE: 10-8-2021

FROM: Chief Robl

TO: City Manager Dumouchel

SUBJ: Grant Acceptance / Sole Source Purchase Approval

We have received a grant from Homeland Security to fund the purchase of a bi-directional amplifier system for the Police Station and two microwave links. These items will make significant improvements to our public safety radio system. The grant provides full funding for these projects. I request we obtain council permission to accept these grants and approve a sole source purchase for the associated equipment items and the installation to ProComm Alaska.

After moving into our new police station we discovered our radio signal strength inside of the building to be very low. This results in officers inside of the building to not receive radio transmissions on their portable radios. An officer can be just about anywhere within the building and not receive a dispatch to a 911 call or hear another officers call for help. The most effective, safe and reliable way to address this situation is to install a bi-directional amplifier system within the building which will amplify the radio signal strength to ensure effective and complete two way radio communications regardless of the officers' location.

Our public safety radio system essentially consists of our dispatch center and two outlying repeater sites. One of the sites is on the Homer Spit and the other is on Skyline Drive. Both sites contain repeaters for the police department and the fire department. For optimum system performance, radio signals should go back and forth between dispatch and the repeaters via microwave links with enough bandwidth to handle radio control and full data, video and audio signal transmission. Currently, one of our microwave links is old and does not provide the bandwidth we need. We do not have a microwave link to the second site and are only able to link with it via direct radio transmissions thereby severely restricting the capabilities of the site. Installing new microwave links with IP radio gateways will provide us with full system capability through all of our repeaters.

We request to sole source these projects to ProComm Alaska. Our entire radio system is built with Motorola brand equipment. ProComm is the only Motorola dealer in the state with fully trained and certified technicians meeting FCC and APCO requirements. ProComm has furnished and installed all of our equipment and they do all of our annual preventative maintenance and tuning. ProComm is uniquely qualified to complete these two projects for us and is the only radio service provider in Alaska capable of doing so and successfully integrating the new equipment into our existing system.

**ORDINANCE REFERENCE SHEET**  
**2021 ORDINANCE**  
**ORDINANCE 21-65**

An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget and Appropriating an Additional \$45,000 from the General Fund Capital Asset Repair and Maintenance Allowance (CARMA) Fund for a Total Expenditure of \$120,000 to Replace and Upgrade Departmental Servers across City Departments.

Sponsor: City Manager/Library Director

1. City Council Regular Meeting October 25, 2021 Introduction

Memorandum 21-180 from Library Director as backup

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

3 City Manager/  
4 Library Director

5 **ORDINANCE 21-65**

6  
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA  
8 AMENDING THE FY22 CAPITAL BUDGET AND APPROPRIATING AN  
9 ADDITIONAL \$45,000 FROM THE GENERAL FUND CAPITAL ASSET  
10 REPAIR AND MAINTENANCE ALLOWANCE (CARMA) FUND FOR A  
11 TOTAL EXPENDITURE OF \$120,000 TO REPLACE AND UPGRADE  
12 DEPARTMENTAL SERVERS ACROSS CITY DEPARTMENTS.

13  
14 WHEREAS, The City of Homer relies on various arrays of servers for file storage and  
15 communications; and

16  
17 WHEREAS, These servers reached the end of their normal service life in calendar year  
18 2020 and their storage capacity is no longer sufficient for the City's needs; and

19  
20 WHEREAS, The Homer City Council allocated \$75,000 in the FY 2020 Capital  
21 Improvements budget and Ordinance 21-19 for replacing and upgrading these servers; and

22  
23 WHEREAS, Official quotes obtained from the supplier bring the total cost for both  
24 phases of the project to roughly \$120,000; and

25  
26 WHEREAS, Phase I of the project, which replaces and upgrades servers at City Hall, has  
27 begun; and

28  
29 WHEREAS, Phase II, which will replace and upgrade equipment at other departments  
30 across the City, remains suspended pending allocation of sufficient funds.

31  
32 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

33  
34 Section 1. The Homer City Council hereby appropriates an additional \$45,000 from General  
35 Fund Capital Asset Repair and Maintenance Allowance (CARMA) Fund as follows:

36  
37 

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
156-0375	Departmental Servers Replacement and Upgrade	\$45,000

38  
39  
40 Section 2. This ordinance is a budget amendment only, is not of a permanent nature and  
41 is a non code ordinance.  
42

43 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this \_\_\_\_ day of \_\_\_\_\_, 2021.

44

45

46

CITY OF HOMER

47

48

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\_\_\_\_\_  
KEN CASTNER, MAYOR

50

51

52 ATTEST:

53

54

\_\_\_\_\_  
MELISSA JACOBSEN, MMC, CITY CLERK

56

57 YES:

58 NO:

59 ABSTAIN:

60 ABSENT:

61

62 First Reading:

63 Public Hearing:

64 Second Reading:

65 Effective Date:



## City of Homer

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

Homer Public Library

500 Hazel Avenue  
Homer, AK 99603

[library@cityofhomer-ak.gov](mailto:library@cityofhomer-ak.gov)

(p) (907)-235-3180

(f) (907)-235-3136

## Memorandum 21-180

TO: Homer City Council

THROUGH: Robert Dumouchel, City Manager

FROM: David Berry, Library Director

DATE: October 11, 2021

SUBJECT: Phase II of Citywide Server Upgrades

---

The City Council previously adopted Ordinance 21-19, allocating a total of \$75,000 for upgrading departmental servers across all of Homer. The work is necessary to ensure the City's network can continue to meet demand for security, data storage and records retention, and to avoid breakdowns in aging equipment.

Phase I of that project, which covers the servers at City Hall, has begun. Orders have been placed and the equipment should arrive in early 2022.

Phase II upgrades the servers in other departments, but due to rapidly changing prices in electronics markets, the original cost estimates are out of date. The good news is that we now have hard quotes for the cost of upgrading, and prices can be locked in if funding is allocated before the end of November. If funding is approved, equipment would arrive at virtually the same time.

### **RECOMMENDATION**

Allocate an additional \$45,000 to complete the entire server upgrade project.

**ORDINANCE REFERENCE SHEET**  
**2021 ORDINANCE**  
**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.

Sponsor: City Manager/Library Director

1. City Council Regular Meeting October 25, 2021 Introduction

Memorandum 21-181 from Library Director as backup



**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 \_\_\_\_ day of \_\_\_\_\_, 2021.

CITY OF HOMER

\_\_\_\_\_  
KEN CASTNER, MAYOR

43 ATTEST:  
44  
45 \_\_\_\_\_  
46 MELISSA JACOBSEN, MMC, CITY CLERK  
47  
48 YES:  
49 NO:  
50 ABSTAIN:  
51 ABSENT:  
52  
53 First Reading:  
54 Public Hearing:  
55 Second Reading:  
56 Effective Date:



## City of Homer

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

Homer Public Library

500 Hazel Avenue  
Homer, AK 99603

[library@cityofhomer-ak.gov](mailto:library@cityofhomer-ak.gov)

(p) (907)-235-3180

(f) (907)-235-3136

## Memorandum 21-181

TO: Homer City Council

THROUGH: Robert Dumouchel, City Manager

FROM: David Berry, Library Director

DATE: October 11, 2021

SUBJECT: Microwave WAN Network

---

Ordinance 18-44(A) appropriated \$130,000 for upgrading the City's Microwave Wide-Area Network (WAN), which carries official data traffic between City buildings. The project was put on hold pending the completion of the new police station, then put on hold again by Resolution 20-050, and delayed further by the exigencies of COVID-19.

Preliminary work has begun, including mapping existing and potential infrastructure sites and modelling path loss (that is, the predicting the signal strength over distance). All regulatory requirements have been identified. Going forward, the IT division anticipates soliciting bids during the winter of 2021-22 and hopefully beginning construction in summer 2022.

### RECOMMENDATION

Extend the original appropriation through Dec. 31, 2023.

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

City Manager

3  
4 **ORDINANCE 18-44(A)**

5  
6 AN ORDINANCE OF THE HOMER CITY COUNCIL APPROPRIATING  
7 FUNDS FOR THE CALENDAR YEAR 2019 FOR THE GENERAL FUND,  
8 THE WATER FUND, THE SEWER FUND, THE PORT/HARBOR FUND,  
9 CAPITAL PROJECTS, AND INTERNAL SERVICE FUNDS.

10  
11 THE CITY OF HOMER ORDAINS:

12  
13 Section 1. Pursuant to the authority of Alaska Statutes Title 29, the following  
14 appropriations are made for the calendar year ending December 2019:

15

16	General Fund	\$12,250,363
17	Water Fund	\$ 2,116,651
18	Sewer Fund	\$ 1,772,014
19	Port/Harbor Fund	\$ 4,750,515
20	Capital Projects	<u>\$ 858,024</u>
21		
22	Total Expenditures	\$21,747,567
23		
24	Internal Service Funds	\$2,143,964

25

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

28  
29 Section 3. Grant funds. (a) If grant funds that are received during the fiscal year exceed  
30 the amounts of such funds appropriated by this ordinance by not more than \$25,000, the  
31 affected appropriation is increased by the amount of the increase in receipts.

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

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

39  
40 Section 4. Donations or charitable contributions. If donations or contributions are  
41 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.

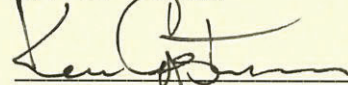
47  
48 Section 6. The supporting Line Item Budget detail as presented by the Administration  
49 and reviewed by the City Council is incorporated as part of this Budget Ordinance.

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.

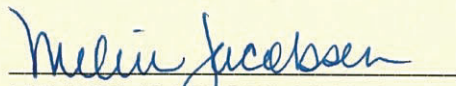
55  
56 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 10<sup>th</sup> day of December, 2018.

CITY OF HOMER



KEN CASTNER, MAYOR

62 ATTEST:



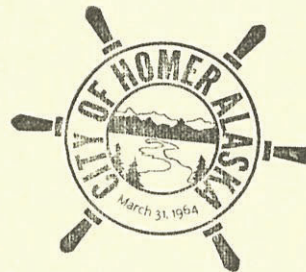
MELISSA JACOBSEN, MMC, CITY CLERK

68 YES: 5

69 NO: 0

70 ABSTAIN: 0

71 ABSENT: 1



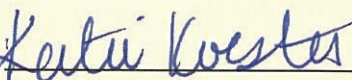
73 First Reading: 10-22-18

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

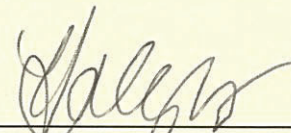
75 Second Reading: 12-10-18

76 Effective Date: 01-01-19

78 Reviewed and approved as to form:



Katie Koester, City Manager



Holly C. Wells, City Attorney

83 Date: 1-15-19

Date: 1-28-19

**CITY OF HOMER  
HOMER, ALASKA**

City Manager/  
Library Director

**RESOLUTION 21-074**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,  
APPROVING THE HOMER PUBLIC LIBRARY DONOR RECOGNITION  
POLICY.

WHEREAS, The Homer Public Library has the Homer Public Library Donation  
Acceptance and Management Policy; and

WHEREAS, Recognition of donors has been handled in an ad hoc fashion and the Library  
Advisory Board believes it's important to establish a process to formally recognize donors to  
the library; and

WHEREAS, The Library Advisory Board developed a Donor Recognition Policy to be  
included with the existing library policies.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Homer, Alaska that the Donor  
Recognition Policy attached as exhibit A is hereby approved.

PASSED AND ADOPTED by the City Council of Homer, Alaska, this 25<sup>th</sup> day of October,  
2021.

CITY OF HOMER

\_\_\_\_\_  
KEN CASTNER, MAYOR

ATTEST:

\_\_\_\_\_  
MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Note: N/A

## **HOMER PUBLIC LIBRARY DONOR RECOGNITION POLICY**

Homer Public Library could not function without the extensive donations of money, time, materials and other real property that the community has offered for decades. While we cannot recognize all donations individually, we commit to showing our appreciation in the following ways.

### **THANK-YOU CARDS**

- Description: A card mailed to donors.
- Scope: Recognizes all financial donations to the Library Endowment Fund and the Friends of the Homer Public Library Endowment Fund during the preceding year. Donations are recognized regardless of their size.
- Responsibility: LAB members write thank-you cards for donations to the Library Endowment Fund. FHL Board members write thank-you cards for donations to the FHL Endowment Fund and directly to FHL. The Library Director writes thank-you cards for donations made directly to the library.
- Recordkeeping: Donors are tracked by the Homer Foundation, which provides names to both the LAB and FHL. Donations made directly to FHL will be tracked by the FHL Coordinator. Donations made directly to the library will be tracked by the Library Director or a designated staff member.

### **HOMER PUBLIC LIBRARY ANNUAL REPORT**

- Description: An annual library report will be issued every January, including a list of donors during the preceding January-December.
- Scope: Recognizes all financial donations to the Library Endowment Fund and the Friends of the Homer Public Library Endowment Fund during the preceding year. Donations are recognized regardless of their size. Donors are listed alphabetically by last name in the report.
- Responsibility: The Library Director writes the Annual Report.
- Recordkeeping: The Homer Foundation issues an annual list of donors to its partners.
- Notes: The Annual Report will be produced sometime in January.

### **FISH PLAQUE**

- Description: A metal fish bearing the donor's name will be attached to the wall outside the front door of the library.
- Scope: Recognizes all financial donations during the preceding year, not only those given to the endowment funds. Donors who provide \$500 or more will get a small fish, while donations of \$2,500 or more get a large one.
- Responsibility: The LAB will manage producing the fish, in collaboration with the metalsmiths.

- Recordkeeping: The Homer Foundation issues an annual list of donors to its partners. Donations made directly to FHL will be tracked by the FHL Coordinator. Donations made directly to the library will be tracked by the Library Director or a designated staff member.
- Notes: Installation occurs once a year, in late spring or early summer. The recognition is for gifts made during the previous January to December, and is not carried over from year to year. Further, the recognition is for a donation made as a single lump sum; not accumulated over multiple payments in a 12-month period. A donor can have multiple fish on the wall, if they have donated over multiple years.

### **JOINT LETTER OF APPRECIATION**

- Description: The LAB and FHL will issue a joint letter of appreciation to the donor, with the understanding that the donor may use the letter for advertising purposes.
- Scope: Recognizes substantial or unique gifts that provide great value to the library.
- Responsibility: Based off a common template, the letter is drafted and personalized by the LAB and the FHL Board.
- Recordkeeping: The recognition is for extraordinary (and generally rare) gifts, and must be discussed jointly by the FHL board and the LAB.

### **EXCEPTIONS**

Exceptions or waivers to the provisions of this policy will be considered in exceptional circumstances only, and will be subject to approval by the Homer City Council. The City reserves the right to terminate or alter arrangements for recognition under unusual or extraordinary circumstances.

Approved by the Library Advisory Board \_\_\_\_\_, 2021  
 Adopted by City Council \_\_\_\_\_, 2021 via Resolution 21-xxx





## City of Homer

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

Homer Public Library

500 Hazel Avenue  
Homer, AK 99603

[library@cityofhomer-ak.gov](mailto:library@cityofhomer-ak.gov)

(p) (907)-235-3180

(f) (907)-235-3136

## Memorandum 21-182

TO: Homer City Council

THROUGH: City Manager Robert Dumouchel

FROM: Library Director Dave Berry

DATE: October 11, 2021

SUBJECT: Homer Public Library Donor Recognition Policy

---

Homer Public Library has never had a formal policy for recognizing donors, but has handled recognition in an ad hoc fashion. As part of the ongoing process of formalizing procedures, the Library Advisory Board has created the attached Donor Recognition Policy.

### RECOMMENDATION

Adopt the new Donor Recognition Policy.



# City of Homer

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

Office of the City Clerk

491 East Pioneer Avenue  
Homer, Alaska 99603

[clerk@cityofhomer-ak.gov](mailto:clerk@cityofhomer-ak.gov)

(p) 907-235-3130

(f) 907-235-3143

October 8, 2021

Dear Property Owner:

## ***Seawall Improvement Special Assessment District Final Assessment Roll***

Now that construction has been completed and Public Works has accepted the project, we are sending you the final assessment roll and public hearing notice for the seawall armor rock improvement assessment district wherein you are listed as a record owner.

The Homer City Council has set **October 25, 2021 at 6:00 p.m.** as the time to hear objections to the final assessment roll. Homer City Code Section 17.02.080 states, "After the hearing the Council shall correct any errors or inequalities in the assessment roll. If an assessment is increased, a new hearing shall be set and notice published, except that a new hearing and notice are not required if all record owners of property subject to the increased assessment consent in writing to the increase. Objection to the increased assessment shall be limited to record owners of properties whose assessments were increased. When the assessment roll is corrected, the Council shall confirm the assessment roll by resolution. The City Clerk shall record the resolution and confirmed assessment roll with the District Recorder."

If you are unable to attend the hearing, written objections and or comments must be received no later than Tuesday, October 19, 2021 to be included in the City Council packet or no later than 11 a.m. on Monday, October 25, 2021 Council meeting day to be recorded as part of the record of the hearing.

If I can answer any questions for you about the hearing or assessments, please feel free to call me at 235-3130.

Sincerely,

Melissa Jacobsen, MMC, City Clerk

Enc. Public Hearing Notice Seawall Improvement  
Final Assessment Roll

## **CITY OF HOMER**

### **NOTICE OF PUBLIC HEARING**

#### **SEAWALL IMPROVEMENT SPECIAL ASSESSMENT DISTRICT**

The Homer City Council will hear objections to the assessment roll for the Seawall Improvement Special Assessment District on October 25, 2021 during a Regular City Council meeting at 6:00 p.m. The meeting will be held in the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and via Zoom Webinar.

All owners of record are welcome to attend and give testimony concerning errors or inequalities on their assessment. Written comments received prior to October 25, 2021 will be included in the City Council's packet as a part of the record.

Please take note, State Law provides that, "the validity of an assessment may not be contested by a person who did not file with the municipal clerk a written objection to the assessment roll before its confirmation."

After public hearing, the City Council shall correct errors and inequalities in the roll and confirm the roll at the November 22, 2021 regular meeting. Time and method of payment shall then be fixed by resolution; payments may not be required sooner than sixty days after billing and may be paid in full or by other available terms.

Notice of hearing and assessment roll was mailed to owners of record on October 8, 2021 by certified mail. Questions concerning the assessment roll or hearing may be directed to the City Clerk, 491 E. Pioneer Avenue, Homer, Alaska 99603, phone (907) 235-3130, fax (907) 235-3143, email [clerk@ci.homer.ak.us](mailto:clerk@ci.homer.ak.us).

Dated this 8<sup>th</sup> day of October, 2021.

Melissa Jacobsen, MMC, City Clerk

Publish: Homer News October 15, 2021

**FINAL ASSESSMENT ROLL**

PROJECT NAME: **Seawall Improvement Special Assessment District**

DATE: **September 29, 2021**

TOTAL PROJECT: **\$780,118.57**

Districts shall be assessed based on direct wall frontage of each. TOTAL SHARE: **\$780,118.57**

	PROPERTY OWNER NAME & ADDRESS	LEGAL DESCRIPTION & PARCEL NUMBER	ASSESSED PROPERTY VALUE	PROPERTY OWNER SHARE OF ASSESSMENT & DIRECT WALL LINEAR FOOTAGE (LF)
A	NEWBY REVOCABLE TRUST P.O. BOX 1124 HOMER, AK 99603-1124	T 6S R 13W SEC 29 Seward Meridian HM 0003415 OSCAR MUNSON SUB LOT 35 & 36 KPB # 17718019	\$460,900	\$89,927.21 - 200 LF
B	SZAJKOWSKI COMMUNITY PROPERTY TRUST 869 OCEAN DRIVE LOOP HOMER, AK 99603-7920	T 6S R 13W SEC 29 Seward Meridian HM 0003415 OSCAR MUNSON SUB LOT 37 KPB # 17718016	\$488,500	\$44,963.61 - 100 LF
C	HUEPER, MARILYN & PAUL 895 OCEAN DRIVE LOOP HOMER, AK 99603-7920	CITY OF HOMER T 6S R 13W SEC 29 Seward Meridian HM 0003415 OSCAR MUNSON SUB LOT 38 KPB #17717701	\$595,300	\$13,489.08 - 30 LF \$49,459.94 - 110 LF
D	2016 NORMAN W SCHUMACHER REVOCABLE TRUST 917 OCEAN DRIVE LOOP HOMER, AK 99603-7920	T 6S R 13W SEC 29 Seward Meridian HM 0003415 OSCAR MUNSON SUB LOT 39 KPB #17717702	\$182,600	\$51,708.15 - 115 LF
E	IRWIN, PATRICK L, SARNIS-IRWIN KATHLEEN 939 OCEAN DRIVE LOOP HOMER, AK 99603-7920	T 6S R 13W SEC 29 Seward Meridian HM 0003415 OSCAR MUNSON SUB LOT 40 KPB #17717703	\$129,000	\$44,963.61 - 100 LF
F	GREEN MAN TRUST 425 G STREET, STE 650 ANCHORAGE, AK 99501-2160	T 6S R 13W SEC 29 Seward Meridian HM 0003415 OSCAR MUNSON SUB LOT 41 KPB #17717704	\$46,900	\$44,963.61 - 100 LF
G	PFEFFER MARK E. REVOCABLE TRUST 425 G STREET STE 210 ANCHORAGE, AK 99501	T 6S R 13W SEC 29 Seward Meridian HM 0003415 OSCAR MUNSON SUB LOT 42 KPB #17717705	\$33,900	\$44,963.61 - 100 LF

**FINAL ASSESSMENT ROLL**

PROJECT NAME: **Seawall Improvement Special Assessment District**

DATE: **September 29, 2021**

TOTAL PROJECT: **\$780,118.57**

Districts shall be assessed based on direct wall frontage of each. TOTAL SHARE: **\$780,118.57**

	PROPERTY OWNER NAME & ADDRESS	LEGAL DESCRIPTION & PARCEL NUMBER	ASSESSED PROPERTY VALUE	PROPERTY OWNER SHARE OF ASSESSMENT & DIRECT WALL LINEAR FOOTAGE (LF)
H	CITY OF HOMER 491 E. PIONEER AVE HOMER, AK 99603	T 6S R 13W SEC 29 Seward Meridian HM 0003415 OSCAR MUNSON SUB LOT 43 KPB #17717706	\$2,100	\$44,963.61 – 100 LF
I	CITY OF HOMER 491 E. PIONEER AVE HOMER, AK 99603	T 6S R 13W SEC 29 Seward Meridian HM 0003415 OSCAR MUNSON SUB LOT 44 KPB #17717707	\$2,600	\$44,963.61 – 100 LF
J		CITY OF HOMER		\$26,978.16 – 60 LF
K	JUMP CHARLENE A PO BOX 2714 HOMER AK 99603-2714	T 6S R 13W SEC 20 & 29 Seward Meridian HM 0850114 OSCAR MUNSON SUB NO 18 LOT 45-A KPB # 17717904	\$259,500	\$44,963.61 – 100 LF
L	GOODE LARRY JACK LIVING TRUST BOURGEOIS SUNNY DEE 41751 E HILL RD # 2 HOMER AK 99603-9314	T 6S R 13W SEC 20 & 29 Seward Meridian HM 0850114 OSCAR MUNSON SUB NO 18 LOT 45B KPB # 17717903	\$480,100	\$62,949.05 – 140 LF
M	KING LAWRENCE A & SHARON S 6296 E MOUNTAIN VIEW AVE SELMA CA 93662-9503	T 6S R 13W SEC 21 Seward Meridian HM BEGINNING AT CORNER OF SEC 20 21 28 & 29 T HENCE N 64 DEG 10 MIN E 50.00 FT TH S 64 DEG 10 MIN E 50.00 FT TH EAST 35.00 FT TH N 0 DEG 05 MIN W 450.00 FT TH WEST 125.00 FT TH S 0 DEG 05 MIN E 450.00 FT TO THE POB KPB # 17923036	\$430,500	\$58,452.69 – 130 LF
N	WINNE-WILSON VICTORIA, WINNE CLARK PO BOX 15112 FRITZ CREEK AK 99603-6112	T 6S R 13W SEC 21 Seward Meridian HM 0860087 TAMIAN SUB LOT 1 KPB # 17923026	\$320,000	\$33,722.70 – 75 LF

**FINAL ASSESSMENT ROLL**

PROJECT NAME: Seawall Improvement Special Assessment District      DATE: September 29, 2021

TOTAL PROJECT: \$780,118.57  
 Districts shall be assessed based on direct wall frontage of each. TOTAL SHARE: \$780,118.57

	PROPERTY OWNER NAME & ADDRESS	LEGAL DESCRIPTION & PARCEL NUMBER	ASSESSED PROPERTY VALUE	PROPERTY OWNER SHARE OF ASSESSMENT & DIRECT WALL LINEAR FOOTAGE (LF)
N	LAWER DAVID A & ROXANNA E 1273 BANNISTER DR ANCHORAGE AK 99508-3923	T 6S R 13W SEC 21 Seward Meridian HM 0860098 SEABREEZE SUB LOT 5 KPB # 17923028	\$248,200	\$33,722.70 – 75 LF
Z	RENNER MARTIN & HEATHER M 811 OCEAN DRIVE LOOP HOMER AK 99603-7920	T 6S R 13W SEC 29 Seward Meridian HM 0003415 OSCAR MUNSON SUB LOT 34 KPB # 17718013	\$470,000	\$44,963.61 – 100 LF



## Memorandum 21-189

TO: Rob Dumouchel, City Manager

FROM: Janette Keiser, PE, Director of Public Works

DATE: September 22, 2021

SUBJECT: Homer Seawall Armor Rock Revetment Project – Total Project Cost and Final Assessment Roll

---

**Issue:** The purpose of this Memorandum is to report on the Total Project Cost for the Seawall Armor Rock Revetment Project and present a Final Assessment Roll.

**Background:**

Resolution 20-092(A) approved the Special Assessment District and established the budget in the amount of \$945,661. Here’s how the final costs compare with the budgeted costs:

	<b>Budget</b>	<b>Final</b>
• Pre-construction – Survey, Design	\$ 42,571 <sup>1</sup>	\$ 52,292.22 <sup>2</sup>
• Construction Contract	\$570,518	\$573,518.00 <sup>3</sup>
• Allowance for add’l armor rock (to 1’ tolerance)	\$279,072	\$ 84,429.50 <sup>4</sup>
• Inspection	\$ 28,500	\$ 26,020.00
• Preparation of existing wall	<u>\$ 25,000</u>	<u>\$ 20,198.60<sup>5</sup></u>
	\$945,661 <sup>6</sup>	\$ 756,458.32
 Credit to Renner for existing rock	 <u>\$ 36,000<sup>7</sup></u>	 <u>\$ 23,660.25</u>
 <b>Total Project Cost</b>	 \$981,661	 \$ 780,118.57

<sup>1</sup> The original design contract authorized by Ordinance 20-30(A) was \$47,484.

<sup>2</sup> This includes \$9,721 for the initial Study, which led to the Armor Rock Revetment Project. The ADEC has approved including the cost of the study in the ADEC financing.

<sup>3</sup> A change order was issued in the amount of \$3,000 for the purpose of integrating rock, which had been acquired by one of the property owners and placed against the existing seawall, into the revetment’s design cross-section.

<sup>4</sup> Psenak was able to stay within the neat line of the design cross-section more tightly than we expected.

<sup>5</sup> Most of this involved filling in “sink holes” on the top of the wall with filter fabric, rock spalls and dredge spoils.

<sup>6</sup> This amount was authorized by Resolution 20-096 to be financed through the ADEC loan.

<sup>7</sup> Authorized by Ord 20-71

**From:** [John & Janet Szajkowski](#)  
**To:** [Department Clerk](#)  
**Subject:** Correction to Seawall Improvement Special Assessment District Final Assessment Roll  
**Date:** Tuesday, October 19, 2021 1:26:33 PM

---

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Melissa Jacobsen, MMC, City Clerk  
City of Homer

Melissa:

There needs to be a correction to the assessment roll:

The City Lot 44, also designated as Lot I, on the corner of Lake Street and Ocean Drive Loop, is indicated to be 100' wide. If you look at any map of the area, it is clearly wider than the 7 - 100' lots to its west. The Borough's GRM Recording Number HM0003415 map shows it to be 128.63 feet. This would seem to indicate that the City owns 28.63 feet more of the wall than the roll indicates.

Given a finite length of the wall, the roll indicates 1735 feet, and a finite cost, the roll indicates \$ 780,118.57, a per foot of wall cost would be \$ 449.64 per foot.

If the wall is in fact another 28.63 feet longer, as the plat indicates for at least Lot 44, that would be a total wall length of 1763.63 feet. Dividing that length into the total cost, you get \$ 442.34 per foot.

That is a net difference of \$ 7.30 per foot. On a 100 foot section of the wall that amounts to a \$ 730. reduction in that share of the total assessment.

On City Lot 44, that would be a total assessment of \$ 56,898.19, not \$ 44,963.61, as the roll indicates.

Thank you for your consideration,

John Szajkowski  
Lot 37



**ORDINANCE REFERENCE SHEET**  
**2021 ORDINANCE**  
**ORDINANCE 21-61**

An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget and Appropriating an Additional \$30,953 for a Total Expenditure of \$128,953 Divided Equally between the Water and Sewer Capital Asset Repair and Maintenance Allowance Funds for East Hill Road City Utility Betterments as part of the Alaska Department of Transportation and Public Facilities Repaving Project.

Sponsor: City Manager/Public Works Director

1. City Council Regular Meeting October 11, 2021 Introduction  
Memorandum 21-172 from Public Works Director as backup
2. City Council Regular Meeting October 25, 2021 Public Hearing and Second Reading

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

3 City Manager/  
4 Public Works Director

5 **ORDINANCE 21-61**

6  
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA  
8 AMENDING THE FY22 CAPITAL BUDGET AND APPROPRIATING AN  
9 ADDITIONAL \$30,953 FOR A TOTAL EXPENDITURE OF \$128,953  
10 DIVIDED EQUALLY BETWEEN THE WATER AND SEWER CAPITAL  
11 ASSET REPAIR AND MAINTENANCE ALLOWANCE FUNDS FOR EAST  
12 HILL ROAD CITY UTILITY BETTERMENTS AS PART OF THE ALASKA  
13 DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES  
14 REPAVING PROJECT.

15  
16 WHEREAS, As part of the State's East Hill Road Repaving Project, the State's  
17 construction contractor will be adjusting City-owned manholes and water valves and the State  
18 will be paying for this work as part of their project; and

19  
20 WHEREAS, A number of these utility appurtenances need more serious repair, which are  
21 considered "betterments" to the State's Project; and

22  
23 WHEREAS, It is in the City's best interests to repair these utilities, while the East Hill  
24 Road Project is under construction; and

25  
26 WHEREAS, THE City Council adopted Ordinance 21-15 appropriating \$98,000, which  
27 would be paid to the Alaska Department of Transportation and Public Facilities (ADOT&PF) to  
28 reimburse that agency for the cost of the City's "betterments"; and

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30 WHEREAS, The ADOT&PF advertised Invitations to Bid and opened bids for the East Hill  
31 Road Repaving Project; and

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33 WHEREAS, The as-bid cost of the "betterments" is \$128,953, \$30,953 more than the  
34 original estimate of \$98,000 and the amount authorized in Ordinance 21-15; and

35  
36 WHEREAS, The City's Water and Sewer CARMA Accounts have sufficient funds to  
37 contribute an equal share of the total cost of the "betterments".

38  
39 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:  
40

41            Section 1. The City of Homer’s 2021 Capital Budget is hereby amended by appropriating  
42 an additional \$30,953 for a total expenditure of \$128,953 to pay for the “betterments” as  
43 follows:

44

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
256-0378	Water CARMA	\$15,476.50
256-0379	Sewer CARMA	<u>\$15,475.50</u>
	Total	\$30,953

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50            Section 2. This is a budget amendment ordinance, is not permanent in nature, and shall  
51 not be codified.

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53            ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this \_\_\_\_ day of \_\_\_\_\_, 2021.

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CITY OF HOMER

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\_\_\_\_\_  
KEN CASTNER, MAYOR

59 ATTEST:

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62 \_\_\_\_\_  
MELISSA JACOBSEN, MMC, CITY CLERK

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65 YES:

66 NO:

67 ABSTAIN:

68 ABSENT:

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70 First Reading:

71 Public Hearing:

72 Second Reading:

73 Effective Date:



## **MEMORANDUM 21-172**

To: Mayor Castner and Homer City Council

Through: Rob Dumouchel, City Manager

From: Janette Keiser, PE, Public Works Director

Date: September 21, 2021

Subject: **Additional Appropriation for  
Betterments to the City's utilities located in East Hill Road**

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**Issue:** The purpose of this memorandum is to seek an additional appropriation for the betterments to the City's water and sewer utilities that will be part of the AK DOT's East Hill Road Repaving Project.

**Background:** On April, 12, 2021, the City Council adopted Ordinance 21-15 appropriating \$98,000 to fund the "betterments" to the City's water/sewer utilities that will be impacted by the AK DOT's East Hill Road Repaving Project. This was the AK DOT's estimated cost of the work, which included making various adjustments to manholes, water valves, etc.

The AK DOT advertised public Invitations to Bid, opened the bids and calculated that the actual cost of the work, as bid, would be \$128,953, \$30,953 over the original estimate. The purpose of the proposed ordinance is to seek an additional appropriation to cover this cost increase.

The Water CARMA account has an available balance of approximately \$1,264,021.

### **Recommendations:**

The City Council increase the appropriation for this project by \$30,953, to a total of \$128,953.

**CITY OF HOMER  
HOMER, ALASKA**

City Manager/  
Public Works Director

**ORDINANCE 21-15**

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA, AMENDING THE 2021 CAPITAL BUDGET AND AUTHORIZING EXPENDITURE OF \$49,000 FROM THE SEWER CARMA FUND AND \$49,000 FROM THE WATER CARMA FUND TO PAY FOR BETTERMENTS TO THE CITY’S UTILITIES LOCATED IN EAST HILL ROAD AS PART OF THE ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES REPAVING PROJECT.

WHEREAS, The Alaska Department of Transportation and Public Facilities (ADOT&PF) will be repaving East Hill Road, possibly in the summer of 2021; and

WHEREAS, As part of the State’s project, the State’s construction contractor will be adjusting City-owned manholes and water valves and the State will be paying for this work as part of their project; and

WHEREAS, A number of these utility appurtenances need more serious repair, which are considered “betterments” to the State’s Project; and

WHEREAS, It is in the City’s best interests to repair these utilities, while the East Hill Road Project is under construction; and

WHEREAS, The approximate cost of the “betterments” is \$98,000; and

WHEREAS, The City’s Water CARMA and Sewer CARMA accounts are intended to fund “major maintenance of City facilities...as identified and recommended by the City Manager and authorized by the City Council”; and

WHEREAS, The City’s Water and Sewer CARMA Accounts has sufficient funds to contribute an equal share of the cost of the “betterments”.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The City of Homer’s 2021 Capital Budget is hereby amended by appropriating \$98,000 as follows to pay for the “betterments”:

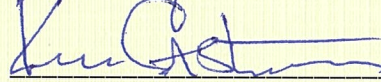
<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
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43	256-0378	Water CARMA	\$49,000
44	256-0379	Sewer CARMA	<u>\$49,000</u>
45		Total	\$ 98,000

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

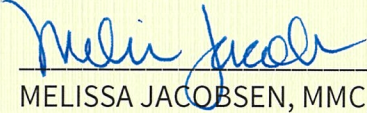
49  
50 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 12<sup>th</sup> day of April, 2021.

51  
52 CITY OF HOMER

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55 KEN CASTNER, MAYOR

56 ATTEST:

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59 MELISSA JACOBSEN, MMC, CITY CLERK

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61 YES: 6

62 NO: 0

63 ABSTAIN: 0

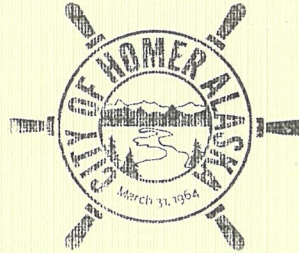
64 ABSENT: 6

65  
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67 First Reading: 3.22.21

68 Public Hearing: 4.12.21

69 Second Reading: 4.12.21

70 Effective Date: 4.13.21

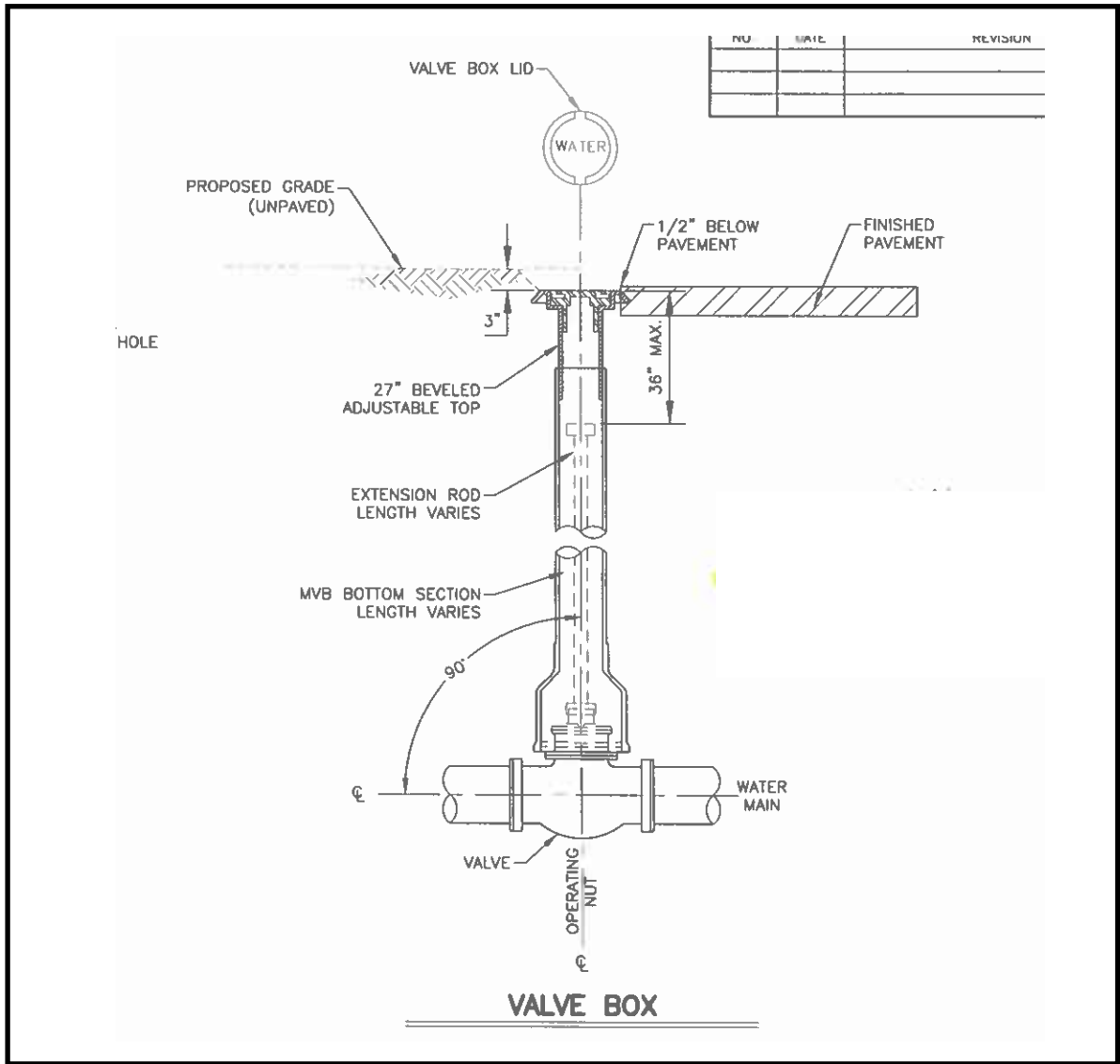
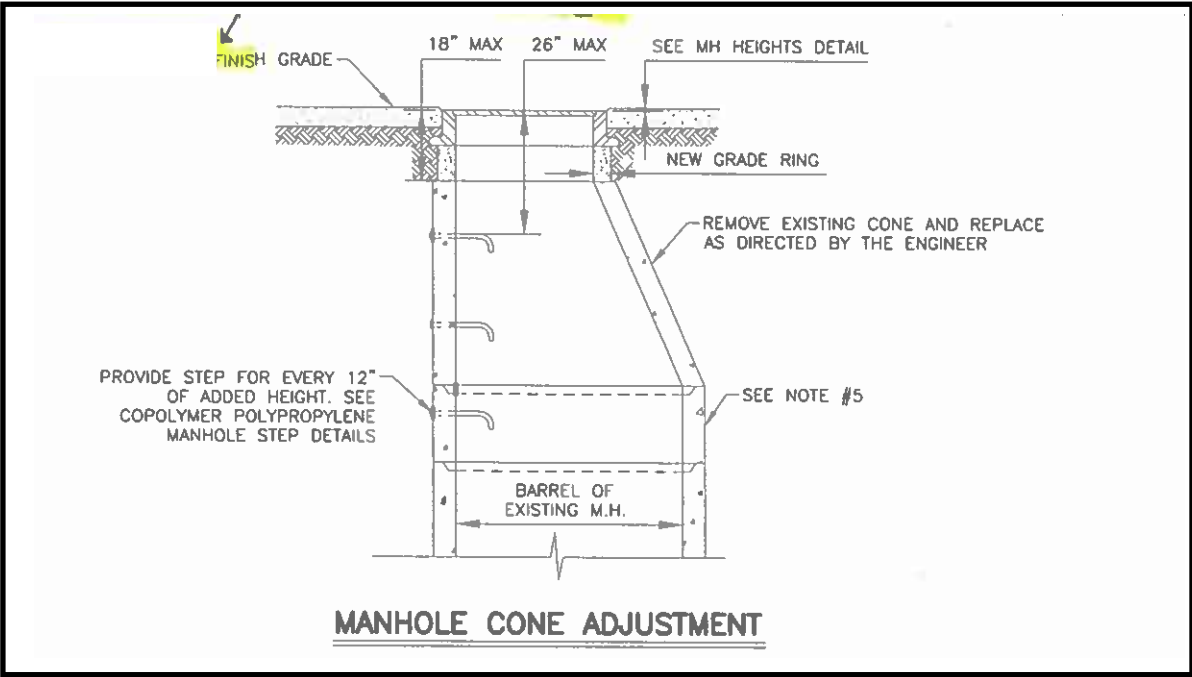


**ORDINANCE REFERENCE SHEET**  
**2021 ORDINANCE**  
**ORDINANCE 21-15**

An Ordinance of the City Council of Homer, Alaska, Amending the 2021 Capital Budget and Authorizing Expenditure of \$49,000 from the Sewer CARMA fund and \$49,000 from the Water CARMA fund to pay for Betterments to the City's Utilities Located in East Hill Road as part of the Alaska Department of Transportation and Public Facilities Repaving Project.

Sponsor: City Manager/Public Works Director.

1. City Council Regular Meeting March 22, 2021 Introduction  
  
Memorandum 21-046 from Public Works Director as backup.
2. City Council Regular Meeting April 12, 2021 Public Hearing and Second Reading







# City of Homer

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

## Public Works

3575 Heath Street  
Homer, AK 99603

[publicworks@cityofhomer-ak.gov](mailto:publicworks@cityofhomer-ak.gov)

(p) 907- 235-3170

(f) 907-235-3145

## Memorandum 21-046

TO: Mayor Castner and Homer City Council  
THROUGH: Rob Dumouchel, City Manager  
FROM: Janette Keiser, Director of Public Works  
DATE: March 8, 2021  
SUBJECT: East Hill Road Betterments

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### Issue:

The AK DOT/PF will be repaving East Hill Road, possibly this summer. They will be adjusting City-owned manholes and water valves and paying for this work as part of their construction. A number of these utility appurtenances need more serious repair. The purpose of this memo is to request an appropriation to pay for what would be “betterments” to the State’s East Hill Road Project.

### Background:

East Hill Road contains City-owned water and sewer lines, which will be impacted by the State’s East Hill Road repaving project. Some of the impacts will be paid for by the State, such as adjusting the elevation of existing sewer manholes and water valves. Anything beyond this simple adjustment would be considered a “betterment” to the project and would be the City’s responsibility to pay for.

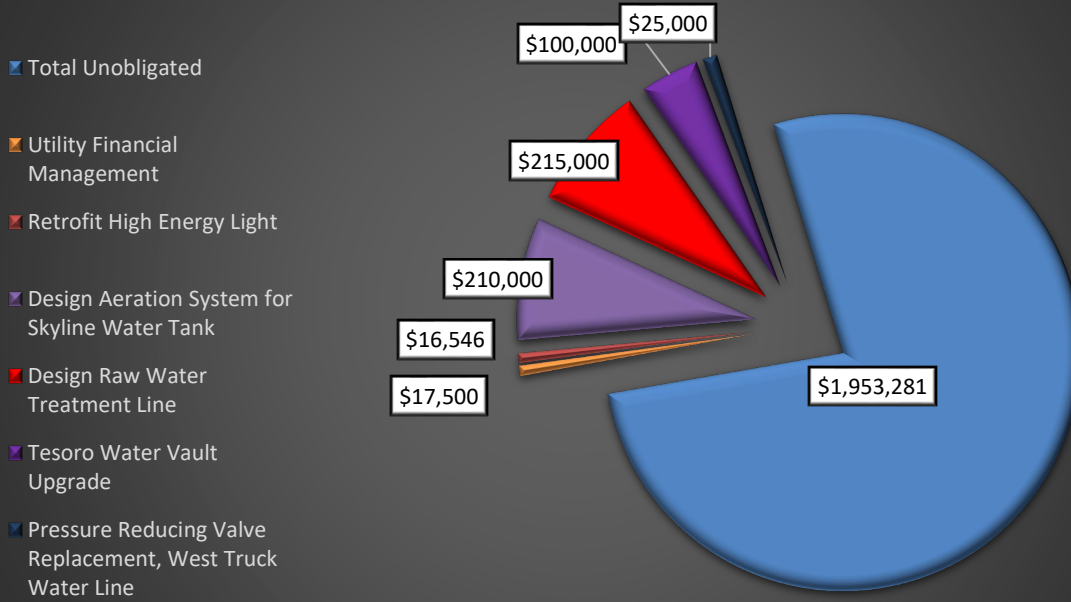
A number of the sewer manholes and water valves need more serious repair. The attached illustration demonstrates representative work. For example, the drawing entitled the “Manhole Cone Adjustment” shows the cross-section of a typical concrete manhole. Sometimes the concrete “cone sections” or “grade rings” become broken over time/traffic and need to be replaced. Adjusting existing grade rings to the new road elevation is part of the road project and the State will pay for this. Replacing broken grade rings or broken cone sections is a betterment, which the City is responsible for. Likewise, sometimes the “valve boxes” break or lean or the water “valve stem” breaks. Simple adjustment of the valve box is part of the road project. Replacing broken valve stems is a betterment, which the City is responsible for.

It is in the City’s best interests to repair these units, while the East Hill Road Project is under construction. The approximate cost of the “betterments” is \$98,000.

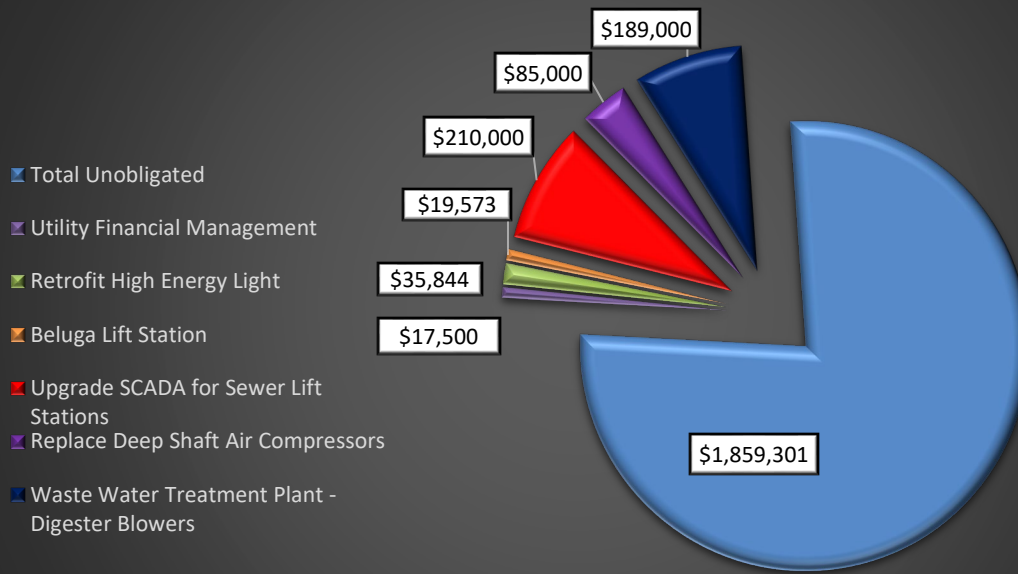
### Funding is available:

The Pie Charts demonstrate that there is available funding in the Water and Sewer CARMA Funds.

## Water CARMA Fund Obligated



## Sewer CARMA Fund Obligated



### Recommendation:

That the City Council appropriate \$98,000, to be split equally between the Water CARMA Fund and the Sewer CARMA Fund.

**ORDINANCE REFERENCE SHEET**  
**2021 ORDINANCE**  
**ORDINANCE 21-62**

An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Title 9 Taxation-Generally to Enact Section 9.04.044 Annual Tax Levy-Registered Aircraft to Provide for a Flat Tax on Aircraft.

Sponsor: Mayor

1. City Council Regular Meeting October 11, 2021 Introduction
2. City Council Regular Meeting October 25, 2021 Public Hearing and Second Reading

Memorandum 21-186 from City Manager as backup

CITY OF HOMER  
HOMER, ALASKA

Mayor

ORDINANCE 21-62(S)

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING HOMER CITY CODE TITLE 9 TAXATION-GENERALLY TO ENACT SECTION 9.04.044 ANNUAL TAX LEVY-REGISTERED AIRCRAFT TO PROVIDE FOR A FLAT TAX ON AIRCRAFT.

WHEREAS, Homer City Code Chapter (HCC) 9.04 currently provides that all personal property within the corporate limits of the City is subject to an annual ad valorem tax, and HCC 9.04.046 exempts the first \$100,000 of assessed valuation of personal property from the ad valorem tax; and

WHEREAS, Motor vehicles and watercraft are currently taxed according to flat tax schedules, which have proven to be more simple to administer than an ad valorem tax; and

WHEREAS, The Municipality of Anchorage **and Kenai Peninsula Borough** currently imposes a flat tax on aircraft, which provides a more favorable tax status for more valuable aircraft than does the City; and

WHEREAS, Imposing a flat tax on aircraft situated within the City is authorized by Alaska Statute 29.45.055.

NOW, THEREFORE, BE IT ORDAINED:

Section 1. That HCC Section 9.04.044 is hereby enacted to read as follows:

**9.04.044. Personal property tax-Assessments-Aircraft-Appeal.**

**a. For purposes of taxation, aircraft that have been issued an N number by the Federal Aviation Administration ("FAA") by January 1 of the tax year shall be totally exempted from ad valorem taxes and shall be taxed in accordance with the following flat tax schedule:**

<b><u>AIRCRAFT FLAT TAX SCHEDULE BASED ON (MGWIL)</u></b>					
<b><u>Manufacturers Gross Weight with an Internal Load</u></b>					
<b><u>Fixed Wing</u></b>			<b><u>Rotorcraft/Rotary Wing</u></b>		
<b><u>Class</u></b>	<b><u>Weight</u></b>	<b><u>Annual Tax</u></b>	<b><u>Class</u></b>	<b><u>Weight</u></b>	<b><u>Annual Tax</u></b>
<b><u>1</u></b>	<b><u>Less than 2,000 lbs</u></b>	<b><u>\$50</u></b>	<b><u>1</u></b>	<b><u>Less than 1,500 lbs</u></b>	<b><u>\$100</u></b>
<b><u>2</u></b>	<b><u>2,000 to less than 4,000 lbs</u></b>	<b><u>\$100</u></b>	<b><u>2</u></b>	<b><u>1,500 to less than 3,500</u></b>	<b><u>\$600</u></b>

<b>3</b>	<b>4,000 to less than 6,000 lbs</b>	<b>\$300</b>	<b>3</b>	<b>3,500 to more in weight</b>	<b>\$1,000</b>
<b>4</b>	<b>6,000 to less than 12,500 lbs</b>	<b>\$600</b>			
<b>5</b>	<b>12,500 or more in weight</b>	<b>\$1,000</b>			

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**b. The owner of record of an aircraft that has been dismantled, destroyed or crashed and the FAA N number has been retained by the aircraft's owner of record may submit to the assessor on an approved form "Aircraft Statement of Condition" that would allow for ad valorem taxation of that aircraft if approved. Aircraft for which such registration or licensing has lapsed or that has not passed the annual inspection required by the FAA shall not qualify on this basis alone for ad valorem taxation unless it has been dismantled, destroyed or crashed.**

**c. Definitions. For purposes of this section: "Aircraft" means any engine powered contrivance invented, used, or designed to navigate, or fly in, the air and that is capable of being manned and is required by the FAA to be registered and certified in order to be manned. "Aircraft engine" means an engine used, or intended to be used, to propel an aircraft, except the tail rotor of a helicopter. "Crashed" means aircraft for which only parts remain that, due to their condition, can no longer be assembled to create any contrivable aircraft. This shall be evidenced by an FAA accident report and/or copy of an insurance claim that determines the aircraft to be a total loss. "Destroyed" means aircraft that have been damaged by age, weather, neglect and/or external influences outside the owner's control, and only unusable parts remain that, due to their condition can no longer be assembled to create any contrivable aircraft. This shall be evidenced by photographs and a physical inspection by the Homer Assessing staff appraiser if deemed necessary by the borough assessor. "Dismantled" means aircraft that have been voluntarily disassembled and only parts remain that can no longer be assembled to create any contrivable aircraft. Evidence such as photographs and a physical inspection by the Homer Assessing staff appraiser shall be provided or allowed if deemed necessary by the borough assessor. ~~"Scheduled airline. A "scheduled airline" is any individual, partnership, corporation or association: (1) Engaged in air transportation under regular schedules to, over, away from, or within the U.S.; and (2) Holding a Foreign Air Carrier Permit or a Certificate of Public Convenience and Necessity, issued by the Department of Transportation pursuant to 14 CFR Parts 201 and 213.~~**

**d. An aircraft owner may appeal the determination of the borough assessor under this section using the procedures set out in Kenai Peninsula Borough Code 5.12.050-060**

Section 2. That 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 \_\_\_\_\_, 2021.

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CITY OF HOMER

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KEN CASTNER, MAYOR

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82 ATTEST:

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\_\_\_\_\_  
85 MELISSA JACOBSEN, MMC, CITY CLERK

86

87 YES:

88 NO:

89 ABSTAIN:

90 ABSENT:

91

92 First Reading:

93 Public Hearing:

94 Second Reading:

95 Effective Date:

CITY OF HOMER  
HOMER, ALASKA

Mayor

ORDINANCE 21-62

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING HOMER CITY CODE TITLE 9 TAXATION-GENERALLY TO ENACT SECTION 9.04.044 ANNUAL TAX LEVY-REGISTERED AIRCRAFT TO PROVIDE FOR A FLAT TAX ON AIRCRAFT.

WHEREAS, Homer City Code Chapter (HCC) 9.04 currently provides that all personal property within the corporate limits of the City is subject to an annual ad valorem tax, and HCC 9.04.046 exempts the first \$100,000 of assessed valuation of personal property from the ad valorem tax; and

WHEREAS, Motor vehicles and watercraft are currently taxed according to flat tax schedules, which have proven to be more simple to administer than an ad valorem tax; and

WHEREAS, The Municipality of Anchorage currently imposes a flat tax on aircraft, which provides a more favorable tax situs for more valuable aircraft than does the City; and

WHEREAS, Imposing a flat tax on aircraft situated within the City is authorized by Alaska Statute 29.45.055.

NOW, THEREFORE, BE IT ORDAINED:

Section 1. That HCC Section 9.04.044 is hereby enacted to read as follows:

**9.04.044. Personal property tax-Assessments-Aircraft-Appeal.**

**a. For purposes of taxation, aircraft that have been issued an N number by the Federal Aviation Administration ("FAA") by January 1 of the tax year shall be totally exempted from ad valorem taxes and shall be taxed in accordance with the following flat tax schedule:**

<b>AIRCRAFT FLAT TAX SCHEDULE BASED ON (MGWIL)</b>					
<b>Manufacturers Gross Weight with an Internal Load</b>					
<b>Fixed Wing</b>			<b>Rotorcraft/Rotary Wing</b>		
<b>Class</b>	<b>Weight</b>	<b>Annual Tax</b>	<b>Class</b>	<b>Weight</b>	<b>Annual Tax</b>
<b>1</b>	<b>Less than 2,000 lbs</b>	<b>\$50</b>	<b>1</b>	<b>Less than 1,500 lbs</b>	<b>\$100</b>
<b>2</b>	<b>2,000 to less than 4,000 lbs</b>	<b>\$100</b>	<b>2</b>	<b>1,500 to less than 3,500</b>	<b>\$600</b>
<b>3</b>	<b>4,000 to less than 6,000 lbs</b>	<b>\$300</b>	<b>3</b>	<b>3,500 to more in weight</b>	<b>\$1,000</b>

<b>4</b>	<b>6,000 to less than 12,500 lbs</b>	<b>\$600</b>	
<b>5</b>	<b>12,500 or more in weight</b>	<b>\$1,000</b>	

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**b. The owner of record of an aircraft that has been dismantled, destroyed or crashed and the FAA N number has been retained by the aircraft's owner of record may submit to the assessor on an approved form "Aircraft Statement of Condition" that would allow for ad valorem taxation of that aircraft if approved. Aircraft for which such registration or licensing has lapsed or that has not passed the annual inspection required by the FAA shall not qualify on this basis alone for ad valorem taxation unless it has been dismantled, destroyed or crashed.**

**c. Definitions. For purposes of this section: "Aircraft" means any engine powered contrivance invented, used, or designed to navigate, or fly in, the air and that is capable of being manned and is required by the FAA to be registered and certified in order to be manned. "Aircraft engine" means an engine used, or intended to be used, to propel an aircraft, except the tail rotor of a helicopter. "Crashed" means aircraft for which only parts remain that, due to their condition, can no longer be assembled to create any contrivable aircraft. This shall be evidenced by an FAA accident report and/or copy of an insurance claim that determines the aircraft to be a total loss. "Destroyed" means aircraft that have been damaged by age, weather, neglect and/or external influences outside the owner's control, and only unusable parts remain that, due to their condition can no longer be assembled to create any contrivable aircraft. This shall be evidenced by photographs and a physical inspection by the Homer Assessing staff appraiser if deemed necessary by the borough assessor. "Dismantled" means aircraft that have been voluntarily disassembled and only parts remain that can no longer be assembled to create any contrivable aircraft. Evidence such as photographs and a physical inspection by the Homer Assessing staff appraiser shall be provided or allowed if deemed necessary by the borough assessor. "Scheduled airline. A "scheduled airline" is any individual, partnership, corporation or association: (1) Engaged in air transportation under regular schedules to, over, away from, or within the U.S.; and (2) Holding a Foreign Air Carrier Permit or a Certificate of Public Convenience and Necessity, issued by the Department of Transportation pursuant to 14 CFR Parts 201 and 213.**

**d. An aircraft owner may appeal the determination of the borough assessor under this section using the procedures set out in Kenai Peninsula Borough Code 5.12.050-060**

Section 2. That 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 \_\_\_\_\_, 2021.



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CITY OF HOMER

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KEN CASTNER, MAYOR

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81 ATTEST:

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84 MELISSA JACOBSEN, MMC, CITY CLERK

85

86 YES:

87 NO:

88 ABSTAIN:

89 ABSENT:

90

91 First Reading:

92 Public Hearing:

93 Second Reading:

94 Effective Date:



# City of Homer

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

Office of the City Manager

491 East Pioneer Avenue  
Homer, Alaska 99603

[citymanager@cityofhomer-ak.gov](mailto:citymanager@cityofhomer-ak.gov)

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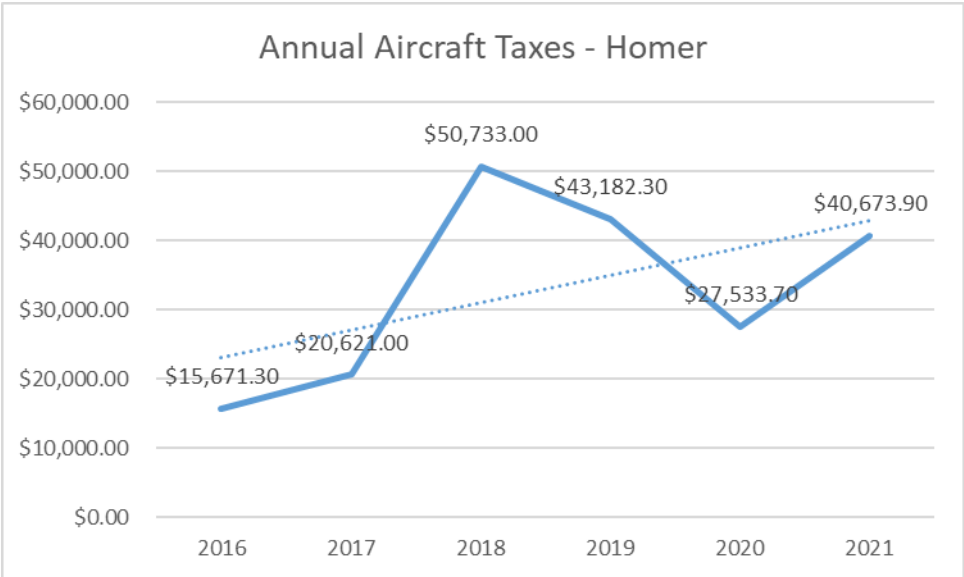
## Memorandum

TO: Mayor Castner and Homer City Council  
FROM: Rob Dumouchel, City Manager  
DATE: October 20, 2021  
SUBJECT: Aircraft Tax Data Update

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At the request of our Finance Department, the Kenai Peninsula Borough (KPB) put effort into separating out data regarding aircraft-specific property tax for the City of Homer. This was not a report they could easily run and KPB staff had to reach out to their taxation software provider for assistance. See below for a breakdown of the data available at the time this memo was written.

Year	Aircraft Taxes	# of Aircraft	\$/Aircraft (average)
2021 (year to date)	\$40,673.90	74	\$549.65
2020	\$27,533.70	93	\$296.06
2019	\$43,182.30	96	\$449.82
2018	\$50,733.00	75	\$676.44
2017	\$20,621.00	104	\$198.28
2016	\$15,671.30	118	\$132.81
Average	\$33,069.20	93.3	\$383.84



**ORDINANCE REFERENCE SHEET**  
**2021 ORDINANCE**  
**ORDINANCE 21-63**

An Ordinance of the City Council of Homer, Alaska Settling the Current and Future Distributions of Income and Debt in the Natural Gas Distribution Special Assessment Bond Sinking Fund.

Sponsor: Mayor

1. City Council Regular Meeting October 11, 2021 Introduction

**CITY OF HOMER  
HOMER, ALASKA**

Mayor

**ORDINANCE 21-63**

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA  
SETTLING THE CURRENT AND FUTURE DISTRIBUTIONS OF  
INCOME AND DEBT IN THE NATURAL GAS DISTRIBUTION SPECIAL  
ASSESSMENT BOND SINKING FUND.

WHEREAS, Ordinance 21-13, adopted on March 8, 2021, the City of Homer (“City”) authorized the retirement of debt to the Kenai Peninsula Borough in the amount of \$2,512,000; and

WHEREAS, Ordinance 21-13 appropriated funds that included the Free Main Allowance (FMA) collected prior to December 31, 2020, the principal and interest payments from the gas line assessments made prior to December 31, 2020 and other funds that were included in the Sinking Bond Fund; and

WHEREAS, The final settlement of debt to the Kenai Peninsula Borough allowed the City to remove the restrictions on \$1,270,000 which had been used as payment surety (Bond) as a condition of the loan; and

WHEREAS, Ordinance 21-13 required the City Treasurer to inform the Council as to various balances associated with the Gas Line Project and Fund 175; and

WHEREAS, The Bond balance at 7/01/2021 is \$-0-, as restrictions against \$1,270,00 have been removed and the funds are in the General Fund – Fund Balance; and

WHEREAS, The Loan amount at 7/01/2021 to the Kenai Peninsula Borough is \$-0-; and

WHEREAS, The City, following the debt retirement and as of 07/01/2021, is owed \$336,056 for funds advanced; and

WHEREAS, The balance of the Free Main Allowance at 7/01/2021, and as reflected in the first two quarterly payments in 2021, is \$20,337; and

WHEREAS, The uncollected assessments at 07/01/21 are \$1,369,011 of which \$161,188 are doubtful; and

WHEREAS, All remaining receivables in the Natural Gas Distribution Special Assessment Bond Sinking Fund are now available to the City as unrestricted income.

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NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. All payments into the Natural Gas Distribution Special Assessment Bond Sinking Fund are income to the City of Homer.

Section 2. The City Treasurer shall first transfer revenues in the Natural Gas Distribution Special Assessment Bond Sinking Fund to retire the debt to the City.

Section 3. Following debt retirement, the City Treasurer shall annually transfer, on or before October 1 of each calendar year, the accumulated revenues in the Natural Gas Distribution Special Assessment Bond Sinking Fund to the General Fund – Fund Balance

Section 4. This is a budget amendment ordinance only, is not permanent in nature, and shall not be codified.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this \_\_\_\_ day of \_\_\_\_\_, 2021.

CITY OF HOMER

\_\_\_\_\_  
KEN CASTNER, MAYOR

ATTEST:

\_\_\_\_\_  
MELISSA JACOBSEN, MMC, CITY CLERK

YES:  
NO:  
ABSTAIN:  
ABSENT:  
  
First Reading:  
Public Hearing:  
Second Reading:  
Effective Date:



# City of Homer

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

Finance Department

491 East Pioneer Avenue  
Homer, Alaska 99603

[finance@cityofhomer-ak.gov](mailto:finance@cityofhomer-ak.gov)

(p) 907-235-8121

(f) 907-235-3140

## Memorandum 21-187

TO: Mayor Castner and Homer City Council

THROUGH: Rob Dumouchel, City Manager

FROM: Elizabeth Walton, Finance Director

DATE: October 7, 2021

SUBJECT: Natural Gas Fund Supplemental Information

---

The purpose of this memo is to provide Council with additional information related to the Natural Gas Fund.

### **Background:**

On March 8, 2021, Homer City Council adopted Ordinance 21-13, which directed the Finance Department to retire the debt obligation with the Kenai Peninsula Borough regarding the Natural Gas Line. Ordinance 21-13 also directed the Finance Department to provide Council with a fund financial summary.

On September 20, 2021, the Finance Department met with Mayor Castner and City Manager Dumouchel to discuss the fund financial summary reporting to Council. The main focus of the meeting was to determine the necessary future appropriations and to develop a future plan for the fund. Ordinance 21-63 is the resulting product from this discussion.

### **Fund Overview Questions:**

**Question 1:** What financial activity takes place in the Natural Gas Fund (Fund 175)?

**Answer:** The Natural Gas Fund was setup to record capital project costs, debt obligation costs, Free Main Allowance deposits, and Special Assessment District revenues.

**Question 2:** What is the financial position of the Natural Gas Fund? When will the fund balance turn positive?

**Answer:** As of 12/31/20, the Gas fund had a negative fund balance of \$369,213. We anticipate at least one more calendar year (2 more audits) with a negative fund balance due to the prepayment of debt. Finance recommends not appropriating any transfers from this fund until there is sufficient fund balance.

**Question 3:** What funding sources did the City utilize to retire the debt obligation with the Kenai Peninsula Borough?

**Answer:** The primary funding source utilized for the debt retirement was the Free Main Allowance (balance as of January 2021 distribution was \$1,972,000). The full payoff amount was \$2,511,190.83. A funding gap of \$539,190.83 was created in this transaction. This gap was essentially advanced by the City. This gap and FY 2021 activity has decreased the fund balance to a negative \$336,056 (unaudited). Assessment revenue will continue to come in to cover this payment advance.

**Question 4:** What are the demographics for the Special Assessment District (SAD)?

**Answer:** There were a total of 3,788 parcels originally assessed in the SAD and currently there are 1,043 parcels still owing money. Of these parcels: 993 are current on a payment plan, 50 have never paid, and 137 parcels are in late status. There are 2,745 parcels that are paid in full.

**Question 5:** How was the doubtful amount derived?

**Answer:** The doubtful amount (\$161,188) stated in Ordinance 21-63 was approximated by multiplying the 50 parcels that have never paid by the original assessment amount. This value will not be seen in the financial statements, as it is not accounting standards to generate an allowance for doubtful accounts for special assessment districts. We are optimistic that this amount won't be as significant due to our ability to collect on assessments when properties are sold.

**Question 6:** What does proposed Ordinance 21-63 do?

**Answer:** As written, Ordinance 21-63 directs the Finance Department to wait until the fund balance for the Natural Gas Line fund turns positive (paying off all obligations to the City). At this point, the Finance Department is to annually transfer excess funds (those above \$0) to the General Fund Fund Balance.

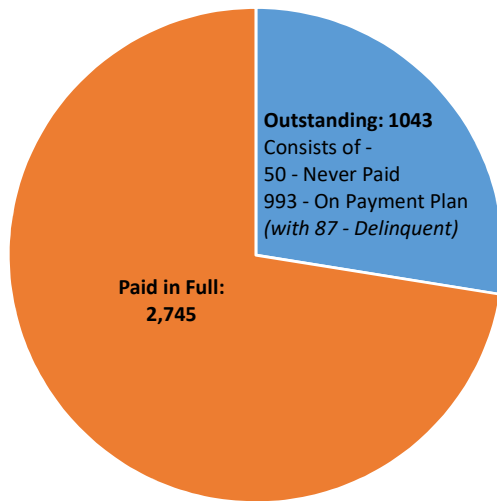


# NATURAL GAS ASSESSMENTS

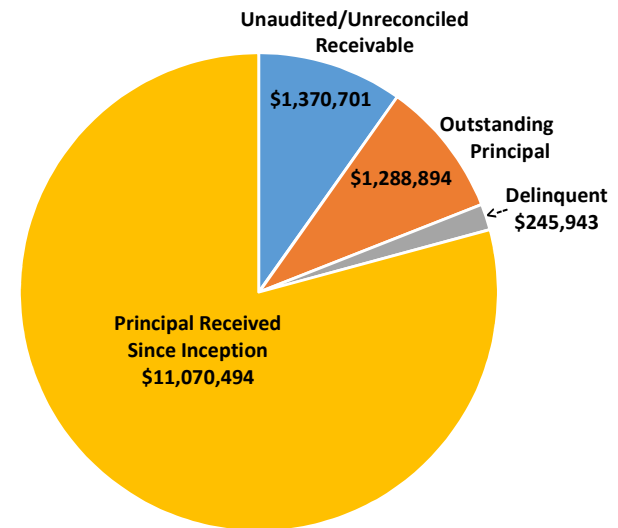
Date: 15-Oct-21

Original Receivable Amt.	Original # Parcels	Approximate Unaudited/Unreconciled Receivable 7/31/21*	Approximate Principal Outstanding	Approximate # Parcels Still Owing	#Parcels Never Paid	Amount Delinquent*	#Parcels Delinquent	# Parcels Paid in Full	#Parcels on Pmt. Plan	Approximate Principal Received Since Inception
\$12,359,388	3788	\$1,370,701	\$1,288,894	1043	50	\$245,943	137	2745	993	\$11,070,494

Natural Gas Parcels Report  
Original # Parcels - 3,788  
as of 7/31/21



Natural Gas Figures - Approximates  
Original Receivable Amount - \$12,359,388  
As of 7/31/21



Per Reso 15-17; District began 2015 ends 2024.

Original #s not refactored for condo lawsuit or for any exempting legislature that came after.

Delinquent parcels includes the 50 Never Paid, many only behind one payment and many missing various payments.

50 Never paid include many State properties and a handful of deferred (a few approved this year and some unapplied for currently, but were approved in prior years).

*Unaudited/Unreconciled Receivable: General Ledger and Accounts Receivable - January - June 2021*

*Outstanding Principal: Amount due on payment plans.*

*Delinquent: Amount late on payment plan.*

*Never Paid: Those who have never paid on assessment.*

*\*Includes interest & late fees charged.*

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

3 Mayor/City Manager

4 **ORDINANCE 21-13**

5  
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA  
7 APPROPRIATING AN AMOUNT NOT TO EXCEED \$2,512,000 FROM  
8 THE NATURAL GAS DISTRIBUTION SPECIAL ASSESSMENT BOND  
9 SINKING FUND TO RETIRE THE DEBT TO THE KENAI PENINSULA  
10 BOROUGH THAT WAS UTILIZED FOR THE CONSTRUCTION OF THE  
11 HOMER NATURAL GAS DISTRIBUTION LINE.  
12

13 WHEREAS, By Ordinance 13-03(S)(2), adopted on February 25, 2013, the City of Homer  
14 (“City”) authorized the issuance of a Natural Gas Distribution Special Assessment Bond in the  
15 principal amount not to exceed \$12,700,000, and the delivery of a Loan Agreement (“Loan”)   
16 between the City and the Kenai Peninsula Borough (“Borough”); and  
17

18 WHEREAS, By Ordinance 15-17(S), adopted June 15, 2015, the City amended Ordinance  
19 13-03(S)(2) to provide for the prepayment of the principal of the Bond; and  
20

21 WHEREAS, By Ordinance 16-03(S), adopted January 25, 2016, the City amended  
22 Ordinance 13-03(S)(2) to state the Bond amount to be \$12,359,388, and to establish a Loan  
23 payment regime of making 9 equal annual payments ending in September, 2024; and  
24

25 WHEREAS, By Ordinance 16-43, adopted August 22, 2016, the City amended Ordinance  
26 13-03(S)(2) to create a special trust fund designated as the “City of Homer Natural Gas  
27 Distribution Special Assessment Bond Sinking Fund” (“Sinking Fund”) allowing for  
28 prepayment of the Loan from the Borough and recalibration of yearly payments; and  
29

30 WHEREAS, The Sinking Fund contains assessment payments, including interest,  
31 income from the Sinking Fund capital, and hypothecation of other City funds including Enstar’s  
32 payments of the Free Main Allowance (“FMA”); and  
33

34 WHEREAS, It is in the City’s best financial interest to retire the loan as soon as the debt  
35 has been reduced to be less than the Sinking Fund balance available in any calendar year; and  
36

37 WHEREAS, The funds available and projected to be collected in 2021 exceed the amount  
38 of the loan; and  
39

40 WHEREAS, Retirement of the Loan in March, 2021 will save the City a significant amount  
41 of interest that is not otherwise offset by interest earnings available to the City.  
42

43 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:  
44

45 Section 1. The City of Homer's Natural Gas Distribution Special Assessment Bond  
46 Sinking Fund schedule of payments is hereby amended by appropriating up to \$2,512,000 to  
47 retire the Loan debt obligation to the Kenai Peninsula Borough.  
48


<u>Account</u>	<u>Description</u>	<u>Amount</u>
175-0375	City of Homer Natural Gas Distribution Special Assessment Bond Sinking Fund	\$2,512,000

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53 Section 2. On or before July 1, 2021, the City Treasurer shall provide the Homer City  
54 Council with a summary compilation of the costs and cost allocations funded by, A) the Bond,  
55 and B) The Loan, and C) The Free Main Allowance, and D) uncollected assessments. Costs  
56 include the cost of construction, interest payments paid in excess of interest payments  
57 received, and any other costs that can be appropriately allocated to the project or the  
58 capitalization of the Bond or Fund.  
59

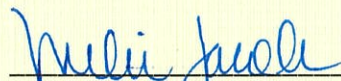
60 Section 3. This is a budget amendment ordinance only, is not permanent in nature, and  
61 shall not be codified.  
62

63 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 8<sup>th</sup> day of May, 2021.  
64

65 CITY OF HOMER

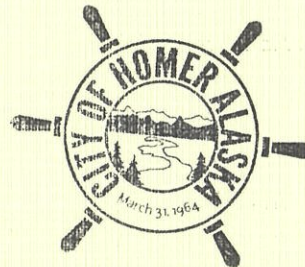
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70 KEN CASTNER, MAYOR

71 ATTEST:

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74 MELISSA JACOBSEN, MMC, CITY CLERK  
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76 YES: 5  
77 NO: 0  
78 ABSTAIN: 0  
79 ABSENT: 1  
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81 First Reading: 2-22-21  
82 Public Reading: 3-8-21  
83 Second Reading: 3-8-21  
84 Effective Date: 3-9-21





# City of Homer

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

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[citymanager@cityofhomer-ak.gov](mailto: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: October 21, 2021  
SUBJECT: City Manager's Report for October 25, 2021 Council Meeting

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### Homer Wins Big at Alaska Recreation & Parks Conference

This year's Alaska Recreation & Parks Association (ARPA) conference was held in Soldotna. Parks Superintendent Matt Steffy won the ARPA Professional Award which is the highest recognition that ARPA awards each year. Matt is the second City of Homer employee to win this award, joining 2014 award winner and Community Recreation Manager Mike Illg. Parks, Arts, Recreation and Culture Advisory Commission (PARCAC) commissioner Deb Lowney was awarded the Distinguished Service Award. This award is given to a deserving individual whose voluntary contribution of time and effort over the years has improved the quality and quantity of leisure opportunities through park, recreation, and conservation projects on the local, state, regional, or national levels.



*Matt Steffy and Deb Lowney*

### Council Meeting Radio Broadcast Update

When City Council meetings went all virtual back in March 2020, KBBI graciously dedicated their 5:00 p.m. to 6:00 p.m. slot on Mondays to air the Council's Committee of the Whole meeting in an effort provide

accessibility to Council meeting content. Now that the Council Chambers are open again and public has the ability to hear and see the Committee of the Whole meeting online, KBBI is going to take back its 5:00 p.m. slot and resume the evening edition of Alaska News. They will continue to air the City Council Meeting at 6:00 p.m. A big shout out to KBBI and their staff for their support of local government!

### **Winter Camping and Restrooms**

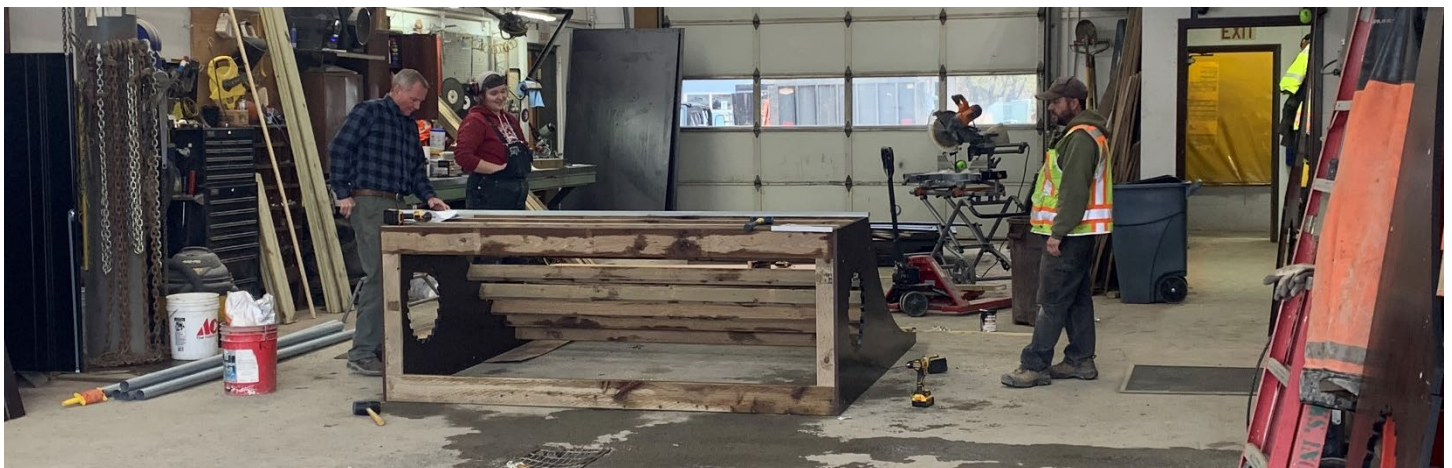
The City will not be hosting off-season campers at the Fishing Hole Campground, and we will be have fewer open public restrooms than usual this winter. Staffing is very tight for the Parks Division this year as we have had a lot of difficulties recruiting for seasonal positions. This leaves us unable to support camping and provide what I consider an acceptable level of service to our very large collection of restrooms. See the attached memo for more information regarding the closure of the Fishing Hole Campground. I am working with the Public Works Director on some options, which will allow us to better serve these resources in the future.

### **Finance Stakeholder Group Kickoff**

In my August 23<sup>rd</sup> report to Council, I mentioned that I would be creating an internal stakeholder group which would include representatives from all departments and focus on Finance-related issues. The purposes of the group include: creating a friendly group setting for interdepartmental discussions about Finance processes, policies, procedures, etc.; allowing staff to share ideas and best practices for handling finance-related tasks; identifying issues with existing Finance processes (with the intent of improving them); strengthening connections between those who interact the most with the Finance Department; serving as an important contributor to some upcoming projects (i.e., procurement policy overhaul, etc.); and providing feedback to City Manager and Finance Director on finance-related topics. This group recently held its first meeting on October 14<sup>th</sup>. I helped kick off the first meeting, but moving forward I have asked Port Administration Supervisor Amy Woodruff to be the group leader.

### **Skate Park Update**

On October 19<sup>th</sup>, Public Works began work on the assembly of the skate park half-pipes purchased by the Friends of the Homer Skate Park for use at the skate park on the HERC campus. Staff from the Road Crew and Parks are working together on this project before the snow starts to fall.



### **All-Purpose Vehicles**

It was recently announced by the State of Alaska's Department of Public Safety that beginning January 1, 2022, all-purpose vehicles will be allowed on roads with speed limits of 45 miles per hour or less – unless a local government has restricted usage within their [redacted] rs. In June of this year, the City Council proactively

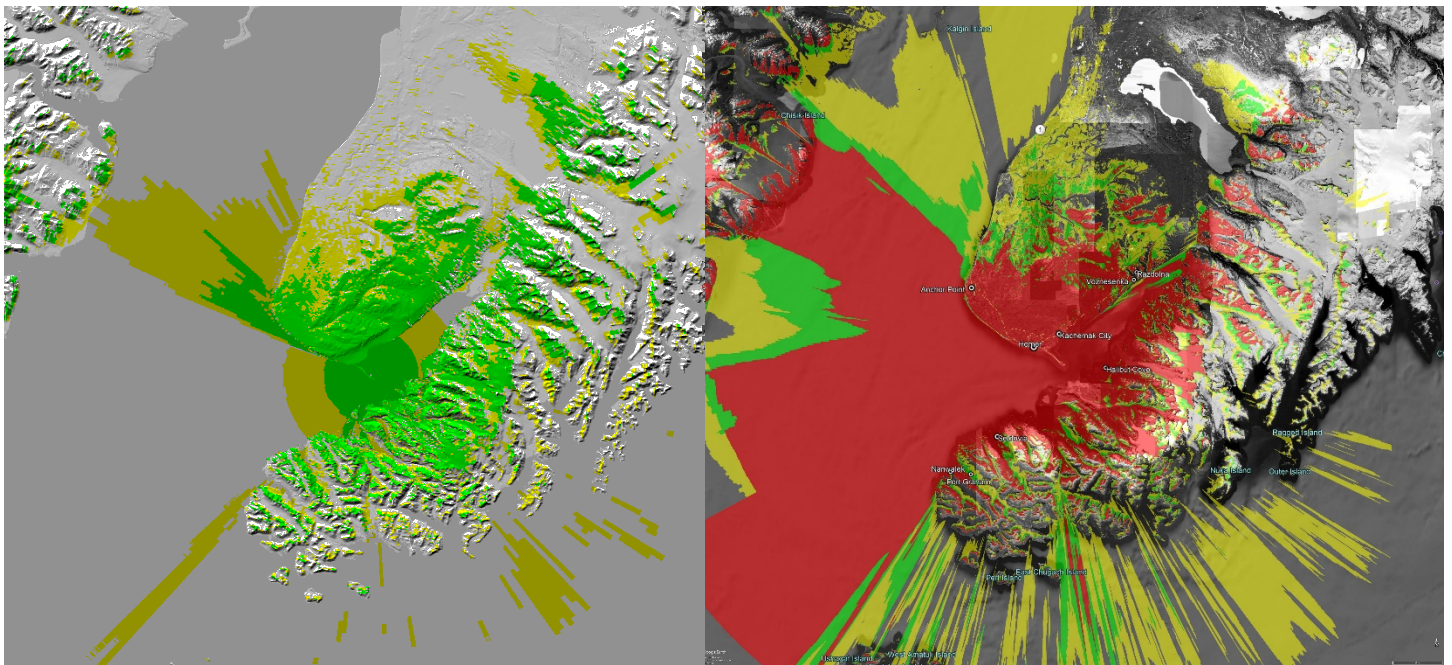
passed Ordinance 21-33 which expanded Homer City Code Chapter 7.20 Snowmachines to also cover all-purpose vehicles. All-purpose vehicles are, and will remain, expressly excluded from use on sidewalks, alleys, streets, and highways within the City of Homer.

### **AKDOT&PF Response to Resolution 21-065**

City Council recently adopted Resolution 21-065 which requested that the Alaska Department of Transportation and Public Facilities (AKDOT&PF) include accommodations for non-motorized users and evaluate a future project to create safe and sustainable pedestrian facilities among Kachemak Drive as part of the upcoming Kachemak Drive Pavement Preservation Project. The resolution was sent to AKDOT&PF and a response from Planning Chief Todd Vanhove is attached to this report.

### **Radio Upgrade**

We recently completed the Port and Harbor radio upgrade project. The two radio propagation charts below show the range we were capable of reaching with our old system, and the expanded range now that we have moved our base station to the Skyline tower. The different color bands correspond to the approximate size of a receiving vessel. The larger the vessel, the higher the antenna is off the water and therefore the longer the range for our communications. We are still learning the system operationally but now that we have everything in place and tuned to optimal levels we are enjoying the expanded range and clarity of communications especially on our port operations channel.



*Before radio upgrades (left), after radio upgrades (right)*

### **Personnel Updates**

**Port & Harbor:** Jedidia Gautier was hired as an Ice Plant Operator I. Jed has worked for the City in a seasonal capacity so it will be a seamless transition and the team is excited to have him join in a full-time capacity!

**Volunteer Fire Department:** Samantha Cunningham has joined the team as our new EMS Assistant Chief.

**Public Works:** David Welty transferred from the Water/Wastewater Division to Building Maintenance where he will now fill the role of Building Maintenance Supervisor which was left vacant by Mike Zelinski's recent promotion to Public Works Superintendent. Russell Anderson is promoting to Building Maintenance Tech II. We also have a new mechanic, Andrew Cranley was brought aboard as a Mechanic II.

**Administration:** Congratulations to City Clerk Melissa Jacobsen who has earned the designation of Certified Public Manager (CPM) through the Arizona State University Certified Manager Program. The program is accredited by the National CPM Consortium and is designed to develop the effectiveness of municipal, county, state, tribal, and federal public managers. Her Certified Municipal Clerk's designation fulfilled the prerequisite component and qualified her to be accepted into program that began in January and wrapped up earlier this month. The program required 240 hours of CPM specific content over a nine month period where she and 42 other participants engaged in five courses designed to develop competencies in personal and organizational integrity, managing work, developing self, leading people, system integration, change leadership, and public service focus.

Enclosures:

1. October Employee Anniversaries
2. Memo: Winter Closure of Fishing Hole Campground
3. Letter: Response to Resolution 21-065



# City of Homer

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## Memorandum

TO: MAYOR CASTNER AND CITY COUNCIL  
FROM: Andrea Browning  
DATE: October 25, 2021  
SUBJECT: October 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.

<b>Paul Raymond</b>	<b>Public Works</b>	<b>8</b>	<b>Years</b>
<b>Charles Lee</b>	<b>Police</b>	<b>1</b>	<b>Year</b>





# City of Homer

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## Memorandum

TO: Mayor Castner and Homer City Council  
FROM: Rob Dumouchel, City Manager  
DATE: October 14, 2021  
SUBJECT: Winter Closure of Fishing Hole Campground

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In 2016, Council approved ordinance 16-08 which amended Homer City Code (HCC) 19.08.030. It allowed the City Manager discretion to allow winter camping within campgrounds on the Homer Spit.

In recent years, the Fishing Hole Campground area has remained open in the off-season (camping season is defined as April 1<sup>st</sup> through October 31<sup>st</sup> in HCC 19.08.020) and hosted a small number of campers. At this time, the Fishing Hole Campground is experiencing a high level of inappropriate use and is creating significant work for the Parks Division and the Police Department, both of which are currently understaffed for normal operations.

For the 2021/2022 camping off-season, I will be closing Fishing Hole Campground to campers. The camp host will remain on site as a caretaker and no others will be allowed to camp in this location. The Parks Division will post signage on site, erect appropriate barriers, and update camping information on the City's website. While camping will be prohibited, the park will remain available for day-use in the off-season.

At this time, there are other private options for visitors that wish to camp within the City over the winter.

**Staff Recommendation:** No action necessary, memo is informational in nature



THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

Department of Transportation and  
Public Facilities

DIVISION of PROGRAM DEVELOPMENT and STATEWIDE PLANNING  
Anchorage Field Office

4111 Aviation Avenue  
P.O. Box 196900  
Anchorage, Alaska 99519-6900  
Main: (907) 269-0520  
Fax number: (907) 269-0521  
dot.alaska.gov

October 6, 2021

Rob Dumouchel, City Manager  
Homer City Hall  
491 East Pioneer Ave

Dear Mr. Dumouchel,

The department received the City of Homer's RESOLUTION 21-065 requesting the addition of non-motorized accommodations be added to the pavement preservation project on Kachemak Bay Drive. We agree a pathway is a desired amenity and would do much in service of the community at large.

The current project in design has very specific funding limitations in terms of scope. Funding can only be used for resurfacing the pavement. Given the preventative maintenance purpose and need of this project, and the lack of available funding to address pathway-associated safety and engineering concerns, we regret we will not be able to include the addition of a bike lane on the Kachemak Bay Drive within the current project.

Because of the urgent need to resurface Kachemak Bay Drive as soon as possible, the paving project must go forward even without the pathway. The department suggests the critical path to building non-motorized amenities is to initiate an entirely new and separate project just for the pathway. This new project will require ROW acquisition, a safety analysis, geotechnical, and environmental work, as it will extend beyond the existing right of way.

As Kachemak Bay Drive is currently a DOT owned and operated facility, this new project will be subject to competing for federal funds for non-motorized improvements with every other Alaskan road in the same functional class. There will be opportunities in 2023 to compete for funds for projects that build these types of amenities. This can be an extended process and not produce the desired results for several years. However, if the city wants to pursue federal funds for this new project, we will be happy to assist you.

Another approach is to fast track the project by the city of Homer taking over ownership and maintenance of this route. With local funds, federal processes are not required, so a much expedited timeline can be achieved. The Department urges you to ponder this option and see if the city agrees it is the best route moving forward to provide this amenity as quickly as the

*"Keep Alaska Moving through service and infrastructure."*

community would like. If you decide to explore this option, your Area Planner, Joselyn Biloon, will be happy to discuss the process.

In any instance, we look forward to working with you on developing a new project.

Sincerely,



Todd Vanhove,  
Planning Chief

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

3 City Manager/  
4 Public Works Director

5 **RESOLUTION 21-057(S)**  
6

7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA  
8 ACKNOWLEDGING THE SUFFICIENCY OF THE BUNNELL  
9 AVENUE/CHARLES WAY WATER AND SEWER IMPROVEMENT  
10 SPECIAL ASSESSMENT DISTRICT AND APPROVING THE  
11 IMPROVEMENT PLAN, ESTIMATED COST OF IMPROVEMENT AND  
12 ASSESSMENT METHODOLOGY.  
13

14 WHEREAS, City Council initiated a Special Assessment District for Bunnell  
15 Avenue/Charles Way by Resolution 21-030; and  
16

17 WHEREAS, The Bunnell Avenue/Charles Way Water and Sewer Special Assessment  
18 District boundary includes property fronting Bunnell Avenue and Charles Way; and  
19

20 WHEREAS, A neighborhood meeting was held on May 27, 2021 where property owners  
21 were provided conceptual cost estimates for water and sewer, proposed district maps, and  
22 property owner assessment projections; and  
23

24 WHEREAS, A Notice of Public Hearing for August 9, 2021 and Notice of Right to Object  
25 and was mailed to property owners on June 4, 2021 in accordance with Homer City Code  
26 17.02.050; and  
27

28 WHEREAS, The deadline to receive written objections was August 8, 2021 and two  
29 written objections were received, with one additional object coming in after the deadline; and  
30

31 WHEREAS, Pursuant to HCC 17.02.050 (b) if owners of real property that would bear 50  
32 percent or more of the assessed cost of the improvement file timely written objections, the  
33 Council may not proceed with the improvement unless it revises the improvement plan to  
34 reduce the assessed cost to less than 50% of the assessed cost of the improvement; and  
35

36 WHEREAS, At the August 9, 2021 public hearing two property owners provided written  
37 and verbal comments in support of using a befitted methodology of assessment and Public  
38 Works recommended using the befitted area methodology for assessing properties with  
39 proposed Resolution 21-057; and  
40

41 WHEREAS, One property owner in the area of the district requested their parcel be  
42 included after review of the proposed assessment boundary Public Works determined the  
43 property is substantially removed from the propose boundary; and  
44

45 WHEREAS, Council finds the petition bears sufficient support and that the water  
46 improvement is necessary and to the benefit the properties included in Attachment "A"; and  
47

48 WHEREAS, The properties will be assessed using the benefitted area methodology.  
49

50 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska  
51 acknowledges the sufficiency of the Bunnell Avenue/Charles Way Improvement Special  
52 Assessment and approves the improvement plan, estimated cost of improvement, and  
53 assessment methodology.  
54

55 PASSED AND ADOPTED by the Homer City Council this 23<sup>rd</sup> day of August, 2021.  
56

57  
58 CITY OF HOMER

59  
60 \_\_\_\_\_  
61 KEN CASTNER, MAYOR  
62

63 ATTEST:

64  
65 \_\_\_\_\_  
66 MELISSA JACOBSEN, MMC, CITY CLERK  
67

68 Fiscal Note: HAWSP

**AMENDED PRELIMINARY ASSESSMENT ROLL**

PROJECT NAME: **Bunnell Avenue/Charles Way Water & Sewer Improvement Special Assessment District** DATE: **August 19, 2021**

TOTAL ESTIMATED PROJECT WATER: **\$158,126** TOTAL ESTIMATED PROJECT SEWER: **\$582,099**

Districts shall be assessed 75% property owner share of the project. Benefitted property owners will be required to pay that portion of the cost through the formation of a Special Assessment District:

WATER: **\$118,594** SEWER: **\$436,574**

HOMER ACCELERATED WATER AND SEWER PROGRAM (HAWSP) SHARE: WATER **\$39,531** SEWER: **\$145,525**

ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION PRINCIPAL FORGIVENESS GRANT: WATER PROJECTS ONLY: **\$158,126**

	PROPERTY OWNER NAME & ADDRESS	LEGAL DESCRIPTION & PARCEL NUMBER	BENEFITTED AREA (SF)	ASSESSED ESTIMATED PROPERTY OWNER SHARE OF ASSESSMENT ASSESSMENT METHOD
1	DAM REVOCABLE TRUST 2019 1477 BAY AVE HOMER AK 99603-7941	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 154 #17716418	7500 sf	Water \$3,252 Sewer \$11,972
2	GUETSCHOW RUBEN PO BOX 1071 PAHOA HI 96778-1071	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 153 #17716417	7500 sf	Water \$3,252 Sewer \$11,972
3	LOGAN CHRISTINA ARLYNE LOGAN CHRISTINA 2303 TULIK DR ANCHORAGE AK 99517-1132	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 152 #17716416	7500 sf	Water \$3,252 Sewer \$11,972
4	LONG CHRIS 879 LINDA CT HOMER, AK 99603-7222	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 151 #17716415	7500 sf	Water \$3,252 Sewer \$11,972
5	CONNOLLY NANCY C 303 TORQUAY CT UNIT B RIDGE NY 11961-8358	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 150 #17716414	7500 sf	Water \$3,252 Sewer \$11,972
6	SOUL SISTERS INC 233 E BUNNELL AVE HOMER AK 99603-7827	T 6S R 13W SEC 20 Seward Meridian HM 2002032 W R BENSON SUB SOUL SISTERS ADDN LOT 148-A #17716450	15,000 sf	Water \$6,504 Sewer \$23,944
7	LINDSEY RONALD J SAVIDGE BARBARA A PO BOX 1867 HOMER AK 99603-1867	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 162 #17716444	7500 sf	Water \$3,252 Sewer \$11,972

**AMENDED PRELIMINARY ASSESSMENT ROLL**

PROJECT NAME: **Bunnell Avenue/Charles Way Water & Sewer Improvement Special Assessment District** DATE: **August 19, 2021**

TOTAL ESTIMATED PROJECT WATER: **\$158,126** TOTAL ESTIMATED PROJECT SEWER: **\$582,099**

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ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION PRINCIPAL FORGIVENESS GRANT: WATER PROJECTS ONLY: **\$158,126**

	PROPERTY OWNER NAME & ADDRESS	LEGAL DESCRIPTION & PARCEL NUMBER	BENEFITTED AREA (SF)	ASSESSED ESTIMATED PROPERTY OWNER SHARE OF ASSESSMENT ASSESSMENT METHOD
8	MARY J HILLSTRAND LIVING TRUST 1741 BURLINGTON ST ANCHORAGE AK 99508-5153  JOHNSON PAUL MATTHEW 124 E 23 <sup>RD</sup> AVE ANCHORAGE, AK 99503-2010  JOHNSON KATHRIN MARIE 3476 S HORSESHOE LAKE RD. WASILLA, AK 99623	T 6S R 13W SEC 20 Seward Meridian HM 2008066 W R BENSON'S SUB 2008 REPLAT LOT 165-A #17716452	15,000 sf	Water \$6,504 Sewer \$23,944
9	LARSON BJORN & RAUPP SASHA H PO BOX 1435 HOMER AK 99603-1435	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 167 #17716439	7500 sf	Water \$3,252 Sewer \$11,972
10	BAUGHER TINA M 209 W DIMOND BLVD STE 4 ANCHORAGE AK 99515-1932	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 168 #17716438	7500 sf	Water \$3,252 Sewer \$11,972
11		T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 169 #17716437	7500 sf	Water \$3,252 Sewer \$11,972
12	VERNON ROBERT GORDON PO BOX 3 HOMER AK 99603-0003	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 171 #17716435	7500 sf	Water \$3,252 Sewer \$11,972

**AMENDED PRELIMINARY ASSESSMENT ROLL**

PROJECT NAME: **Bunnell Avenue/Charles Way Water & Sewer Improvement Special Assessment District** DATE: **August 19, 2021**

TOTAL ESTIMATED PROJECT WATER: **\$158,126** TOTAL ESTIMATED PROJECT SEWER: **\$582,099**

Districts shall be assessed 75% property owner share of the project. Benefitted property owners will be required to pay that portion of the cost through the formation of a Special Assessment District:

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HOMER ACCELERATED WATER AND SEWER PROGRAM (HAWSP) SHARE: WATER **\$39,531** SEWER: **\$145,525**

ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION PRINCIPAL FORGIVENESS GRANT: WATER PROJECTS ONLY: **\$158,126**

	PROPERTY OWNER NAME & ADDRESS	LEGAL DESCRIPTION & PARCEL NUMBER	BENEFITTED AREA (SF)	ASSESSED ESTIMATED PROPERTY OWNER SHARE OF ASSESSMENT ASSESSMENT METHOD
13		T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 172 #17716434	7500 sf	Water \$3,252 Sewer \$11,972
14	LOGAN IRA LLC 2303 TULIK DR ANCHORAGE AK 99517-1132	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 173 #17716433	7500 sf	Water \$3,252 Sewer \$11,972
15		T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 174 #17716432	<del>58,100</del> 7500 sf	Water \$3,252 Sewer \$11,972
16	HILLSTRAND NANCY PO BOX 7 HOMER AK 99603-0007	T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 175 #17716231	7500 sf	Water \$3,252 Sewer \$11,972
17		T 6S R 13W SEC 20 Seward Meridian HM 0670365 W R BENSON SUB AMENDED LOT 176 #17716430	7500 sf	Water \$3,252 Sewer \$11,972
18	HOMER CITY OF 491 E PIONEER AVE HOMER AK 99603-7624	T 6S R 13W SEC 20 Seward Meridian HM PTN GL 2 BEGIN S 1/16 CORNER SECS 19 & 20 & NW CORNER LOT 2 TH S 89 DEG 57'30" E 600 FT ALONG N BOUND LT 2 TO POB TH S 0 D EG 2' E 391 FT TO CORNER 2 ON MHW KACHEMAK BAY TH S 59 DEG 30' E 150 FT TO CORNE R 3 TH N 38 DEG 0' E 592.6 FT TO CORNER 4 TH N 89 DEG 57'37" W ALONG N BOUNDRY O F GL 2 494.3 FT TO POB SAVE & EXC THAT PTN DESCRIBED IN W/D 88 @ 820 #17714010	54,000 sf	Water \$23,415 Sewer \$86,197



**AMENDED PRELIMINARY ASSESSMENT ROLL**

PROJECT NAME: **Bunnell Avenue/Charles Way Water & Sewer Improvement Special Assessment District** DATE: **August 19, 2021**

TOTAL ESTIMATED PROJECT WATER: **\$158,126** TOTAL ESTIMATED PROJECT SEWER: **\$582,099**

Districts shall be assessed 75% property owner share of the project. Benefitted property owners will be required to pay that portion of the cost through the formation of a Special Assessment District:

WATER: **\$118,594** SEWER: **\$436,574**

HOMER ACCELERATED WATER AND SEWER PROGRAM (HAWSP) SHARE: WATER **\$39,531** SEWER: **\$145,525**

ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION PRINCIPAL FORGIVENESS GRANT: WATER PROJECTS ONLY: **\$158,126**

	PROPERTY OWNER NAME & ADDRESS	LEGAL DESCRIPTION & PARCEL NUMBER	BENEFITTED AREA (SF)	ASSESSED ESTIMATED PROPERTY OWNER SHARE OF ASSESSMENT ASSESSMENT METHOD
19	HILLSTRAND MARY JOANNE LIVING TRUST 1741 BURLINGTON ST ANCHORAGE AK 99508-5153  JOHNSON PAUL MATTHEW 124 E 23RD AVE ANCHORAGE, AK 99503-2010  JOHNSON KATHRIN MARIE 3476 S HORSESHOE LAKE RD. WASILLA, AK 99623	T 6S R 13W SEC 20 Seward Meridian HM PTN GL 2 BEGIN 400 FT E OF 1/16 CRNR COMMO N TO SEC 19 & 20 TH E 200 FT ALONG N BOUND OF GL 2 TH S TO BEACH LINE TH W 200 F T TH 339 FT N TO POB #17714009	40,000 sf	Water \$17,345 Sewer \$63,850
20	VANN REVOCABLE TRUST PO BOX 561 KASILOF AK 99610-0561	T 6S R 13W SEC 20 Seward Meridian HM PTN GL 2 BEGIN INTERSECTION OF N BOUNDARY LT 2 & RR ROW TH E TO PT 400 FT FROM 1/16 CRNR TH S TO BEACH TH NW 100 FT TH N T O NORTH SIDE OF OLD RR ROW TH NW TO POB #17714008	37,000 sf	Water \$16,044 Sewer \$59,061



## Memorandum 21-190

TO: City Council  
THROUGH: Rob Dumouchel, City Manager  
FROM: Janette Keiser, PE, Director of Public Works  
DATE: October 13, 2021  
SUBJECT: Bunnell Avenue/Charles Way Water & Sewer Special Assessment Districts

**Issue:** The purpose of this Memorandum is to update the Council on the progress of the proposed Bunnell Avenue/Charles Way Water & Sewer Special Assessment Districts.

### Background:

On May 10, 2021, the City Council adopted Resolution 21-030 initiating the process for creating special assessment districts (SAD) to bring City water and sewer to the Bunnell Avenue/Charles Way neighborhood.

A packet of information, containing proposed alignments for the water/sewer main extensions and a preliminary assessment roll were sent to property owners in the neighborhood. On May 27, 2021, a Neighborhood Meeting was held. Subsequently the time for filing objections passed. Enough people approved of the project to move it to the next step in the SAD process, which was to hold a public hearing. At the public hearing, people made the following comments:

- The project should be designed/constructed to avoid disruption to the wetlands as much as possible.
- The project should be designed/constructed to minimize the costs as much as possible.

We decided to take a second look at the strategy for serving the area with water/sewer with the goals of (a) minimizing wetland disruption and (b) getting a more reliable cost estimate. In order to achieve these goals, we took the liberty of making a modest investment to produce a design survey to more accurately determine how gravity would flow in the neighborhood as well as a more precise conceptual design. If the SAD process goes forward, these costs will be absorbed into the costs of the SAD. If the SAD process does not go forward, these costs will be absorbed into the existing Public Works Operating Budget.

This work is not yet finished. I request that further action on the proposed Special Assessment Districts be postponed until I have more information to report.



# City of Homer

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

Public Works

3575 Heath Street  
Homer, AK 99603

[publicworks@cityofhomer-ak.gov](mailto:publicworks@cityofhomer-ak.gov)

(p) 907- 235-3170

(f) 907-235-3145

## Memorandum 21-148

TO: Mayor Castner and City Council  
THROUGH: Rob Dumouchel, City Manager  
FROM: Janette Keiser, PE, Director of Public Works  
DATE: August 13, 2021  
SUBJECT: Bunnell Avenue/Charles Way Water & Sewer Special Assessment Districts

**Issue:** The purpose of this Memorandum is to recommend the method of assessment computation for the Bunnell Avenue/Charles Way Water & Sewer Special Assessment Districts.

### Background:

On May 10, 2021, the City Council adopted Resolution 21-030 initiating the process for creating special assessment districts to bring City water and sewer to the Bunnell Avenue/Charles Way neighborhood.

In response to the public comments we received about the proposed special assessment district, we recommend that the Benefitted Area method of assessment be used.

Per the HCC, there are three possible methods of computing assessment: Equal Share, Frontage Foot and Benefitted Area. Usually, the Equal Share method is used, unless there is a compelling reason for a different method. For example, one of the properties in the Alder Lane Water Assessment District was three-four times larger than the other lots. With the Equal Share method that property would have been assessed the same as the smaller lots, which wasn't equitable. So, we recommended, and the City Council adopted, the Benefitted Area method. With the Ocean Drive Seawall Special Assessment District, the benefit to each property was directly proportional to the length along the Seawall, so the Frontage Foot method was used. With the districts (water & sewer) proposed for the Bunnell Avenue/Charles Way neighborhood, the Benefitted Area method would be most equitable because it would account for the benefit to Bishop's Beach, one of the City's most popular parks as well as several other larger properties.

The attached spreadsheets show the effect this method will have on the proposed assessments. The computations for the larger lots only includes the first 200 feet of the lot, as allowed in HCC 17.01.010, so long as this approach is approved by Council.

**Recommendations:**

1. That the City Council adopt the Benefitted Area Method as the method of assessment for the Bunnell Avenue/Charles Way Special Assessment District.
2. That the City Council approved the approach of only including the first 200 feet of the lots that are at least 50 percent larger than the average lot in the proposed district.



# City of Homer

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

Office of the City Clerk

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Homer, Alaska 99603

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(f) 907-235-3143

## Memorandum 21-183

TO: MAYOR CASTNER AND CITY COUNCIL

FROM: MELISSA JACOBSEN, MMC, CITY CLERK

DATE: OCTOBER 15, 2021

SUBJECT: SELECTION/APPOINTMENT OF MAYOR PRO TEMPORE 2021/2022

---

Per Homer City Code 2.08.080, Mayor's absence: At the first meeting of the Council following certification of the municipal election each year, there shall be appointed a Mayor Pro Tempore, by majority vote of the Council, to act as Mayor during the Mayor's temporary absence or disability.

Pursuant to Council's Operating Manual: A Mayor Pro Tem shall be elected by the majority of the Homer City Council. The term of the Mayor Pro Tem shall be until the call for election by the Homer City Council of a New Mayor Pro Tem. The Mayor Pro Tem shall, in the absence of the Mayor, act as Mayor of the City of Homer as though they themselves had taken the Oath of Office of Mayor with all duties, responsibilities and powers of the office of the Mayor of the City of Homer. The Mayor Pro Tem, when acting in that capacity, does not lose the privilege or duty to vote as a Councilmember.

Pursuant to Council's Operating Manual: Council Seat- Customarily the selection is by seniority. Senior members may choose a different seat prior to the junior members being seated. The Mayor Pro Tempore shall have first seating choice and then the Senior Councilmembers and so on and so forth. (Resolution 04-89)

RECOMMENDATION: Councilmember \_\_\_\_\_ is selected/appointed as Mayor Pro Tempore for the City of Homer for 2021/2022.

After Council selects the Mayor Pro Tempore they may have first seat choice, including remaining where they are currently seated.

**CITY OF HOMER  
HOMER, ALASKA**

City Manager

**RESOLUTION 21-075**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,  
DESIGNATING SIGNATORIES OF CITY ACCOUNTS AND  
SUPERSEDING ANY PREVIOUS RESOLUTIONS SO DESIGNATING.

WHEREAS, Councilmember \_\_\_\_\_ was appointed as Mayor Pro Tempore for  
2021/2022, effective October 25, 2021; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Homer, Alaska, that the  
designated signatories, effective October 25, 2021 are as follows with the number of  
signatories defined:

On the regular Wells Fargo Bank Alaska checking account that the following are the designated  
signatories for this account, with dual signatures required for checks over \$5,000; on the  
investment accounts with Alaska Municipal League, Time Value Investments, Wells Fargo Bank  
Alaska, and other institutions, and for Department of Administration Grants and other grants,  
one of the following authorized signatories or the dual electronic authorization system is  
required for all transactions:

KEN CASTNER, MAYOR  
ROBERT DUMOUCHEL, CITY MANAGER  
\_\_\_\_\_, MAYOR PRO-TEMPORE  
MELISSA JACOBSEN, CITY CLERK/ACTING CITY MANAGER  
ELIZABETH WALTON, FINANCE DIRECTOR/TREASURER

PASSED AND ADOPTED by the City Council of Homer, Alaska, this 25<sup>th</sup> day of October,  
2021.

CITY OF HOMER

\_\_\_\_\_  
KEN CASTNER, MAYOR

ATTEST:

\_\_\_\_\_  
MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Note: N/A

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

3 City Manager/City Clerk

4 **RESOLUTION 21-076**

5  
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA  
7 AMENDING THE CITY COUNCIL NOVEMBER MEETING SCHEDULE  
8 TO HOLD A SPECIAL MEETING NOVEMBER 8, 2021, CANCEL THE  
9 NOVEMBER 22, 2021 REGULAR MEETING, AND CONDUCT A  
10 WORKSESSION ON NOVEMBER 22, 2021 AT 4:00 P.M. IF NEEDED  
11 FOR THE PLANNING AND CONCEPTUAL DESIGN OF A MULTI-USE  
12 FACILITY ON THE HOMER EDUCATION AND RECREATION CAMPUS  
13 PLANNING.

14  
15 WHEREAS, Traditionally the Alaska Municipal League (AML) Annual Meeting and Newly  
16 Elected Officials Training that was scheduled the second week in November and the City  
17 Council has not scheduled a first meeting in November to allow Councilmembers to attend;  
18 and

19  
20 WHEREAS, This year AML has adjusted their meeting schedule to the third week in  
21 November with AML Local Government Conference scheduled November 14 through 17, and  
22 affiliate groups including the Alaska Conference of Mayors (ACoM), Alaska Municipal Managers  
23 Association (AMMA), Alaska Association of Municipal Clerks (AAMC), and Alaska Government  
24 Finance Officers Association (AGFOA) have conference events scheduled November 17<sup>th</sup>  
25 through 20<sup>th</sup>; and

26  
27 WHEREAS, The regular City Council meeting in November is scheduled for November  
28 22, 2021 immediately following AML and Affiliate conferences which raises challenges for  
29 Councilmembers and city staff to adequately prepare packet materials and notice the agenda  
30 and packet for that meeting, in addition to attending conference sessions; and

31  
32 WHEREAS, With the transition of the annual budget cycle from calendar year to fiscal  
33 year there are no longer budget meetings in November; and

34  
35 WHEREAS, A properly noticed Special Meeting on November 8, 2021 will allow Council  
36 the opportunity to take up necessary business for the month and for them and city staff to fully  
37 participate in their respective conferences and trainings; and

38  
39 WHEREAS, If a contract is awarded for the Planning and Conceptual Design of a Multi-  
40 Use facility on the Homer Education and Recreation Campus a worksession will be scheduled  
41 for November 22, 2021 at 4:00 p.m. to accommodate the scheduling timeline for a public  
42 meeting.

43 NOW THEREFORE BE IT RESOLVED that the City Council of Homer, Alaska Amends it  
44 November meeting schedule to hold a Special Meeting on November 8, 2021 to take up  
45 schedule business items, cancels its November 22, 2021 regular meeting, and will schedule a  
46 worksession on November 22, 2021 if needed for Planning and Conceptual Design of a Multi-  
47 Use facility on the Homer Education and Recreation Campus.

48  
49 PASSED AND ADOPTED by the City Council of Homer, Alaska this 25<sup>th</sup> day of October,  
50 2021.

51  
52  
53 CITY OF HOMER

54  
55 \_\_\_\_\_  
56 KEN CASTNER, MAYOR  
57

58  
59 ATTEST:

60  
61  
62 \_\_\_\_\_  
63 MELISSA JACOBSEN, MMC, CITY CLERK  
64

65 Fiscal note: N/A





# City of Homer

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

Office of the City Clerk

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Homer, Alaska 99603

[clerk@cityofhomer-ak.gov](mailto:clerk@cityofhomer-ak.gov)

(p) 907-235-3130

(f) 907-235-3143

## Memorandum 21-185

TO: MAYOR CASTNER AND HOMER CITY COUNCIL  
FROM: MELISSA JACOBSEN, MMC, CITY CLERK  
DATE: OCTOBER 15, 2021  
SUBJECT: AMENDING NOVEMBER MEETING SCHEDULE

---

Traditionally the Alaska Municipal League (AML) Annual Meeting and Newly Elected Officials Training that was scheduled the second week in November and the City Council has not scheduled a first meeting in November to allow Councilmembers to attend.

This year AML has adjusted their meeting schedule to the third week in November with AML Local Government Conference scheduled November 14 through 17, and affiliate groups including the Alaska Conference of Mayors (ACoM), Alaska Municipal Managers Association (AMMA), Alaska Association of Municipal Clerks (AAMC), and Alaska Government Finance Officers Association (AGFOA) have conference events scheduled November 17<sup>th</sup> through 20<sup>th</sup>.

This creates a logistical challenge for elected officials and city staff to fully attend their respective conference events and training sessions as well as draft, circulate, give final review of packet materials, and prepare a council packet timely for a November 22<sup>nd</sup> Council meeting.

As of the drafting of this memo, the Mayor and two Councilmembers have requested to attend the AML Conference, with the Mayor also attending ACoM. City Manager Dumouchel will attend the AMMA conference, two members of the City Clerk's office are planning to attend the AAMC annual conference, and I anticipate there are members of the Finance Department planning to attend AFGOA.

**Recommendation:** Amend the November meeting schedule as outlined in Resolution 21-076. If the resolution is approved a follow up motion will be necessary to amend the schedule on the ordinances introduce tonight to change the second readings to November 8, 2021.

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

3 City Manager

4 **RESOLUTION 21-077**

5  
6 A RESOLUTION OF THE CITY COUNCIL, OF HOMER ALASKA  
7 AWARDING A CONTRACT FOR PLANNING AND CONCEPTUAL  
8 DESIGN TO STANTEC IN AN AMOUNT NOT TO EXCEED \$75,000  
9 AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND  
10 EXECUTE THE APPROPRIATE DOCUMENTS.

11  
12 WHEREAS, In accordance with the Procurement Policy the Invitation to Bid was  
13 advertised in the Homer News September 30 and October 7, 2021, sent to two in-state plans  
14 rooms, and posted on the City of Homer website; and

15  
16 WHEREAS, Proposals were due October 19, 2021 at 4:00 p.m. and one proposal was  
17 received; and

18  
19 WHEREAS, Stantec was found to be a responsive and responsible proposer, with  
20 extensive prior knowledge of the site and the Homer community; and

21  
22 WHEREAS, This award is not final until written notification is received by the firm from  
23 the City of Homer.

24  
25 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, awards the  
26 contract to for the planning and conceptual design to a firm to Stantec in an amount not to  
27 exceed \$75,000, and authorizes the City Manager to negotiate and execute the appropriate  
28 documents.

29  
30 PASSED AND ADOPTED by the Homer City Council this 25<sup>th</sup> day of October, 2021.

31  
32 CITY OF HOMER

33  
34 \_\_\_\_\_  
35 KEN CASTNER, MAYOR

36  
37 ATTEST:

38  
39 \_\_\_\_\_  
40 MELISSA JACOBSEN, MMC, CITY CLERK

41  
42 Fiscal note: ###-####



# City of Homer

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

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(f) 907-235-3140

## Memorandum 21-188

TO: Mayor Castner and Homer City Council  
THROUGH: Rob Dumouchel, City Manager  
FROM: Julie Engebretsen, Deputy City Planner and Special Projects  
Coordinator  
DATE: October 21, 2021  
SUBJECT: HERC Scoping Contract

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The City issued a Request for Qualifications on September 27<sup>th</sup>. Although several firms were on the plan holders list, only Stantec submitted a response.

Staff met on Thursday the 21<sup>st</sup> to review the submittal and discuss next steps. Stantec was the consulting firm for the Public Safety Review Committee in 2014, which spent a lot of time looking at the HERC site for a joint Police and Fire station, and then ultimately for the Fire Station remodel and construction of the new Police Station. They know the HERC site and our community well! Stantec's proposed project team in their submittal and their extensive knowledge of the site lead are very strong. Their strengths are an asset as we move forward with the redevelopment of this site.

Its unlikely staff will have a final agreed upon scope of work and contract ready to sign by Monday's Council meeting. Council does not meet again until November 22<sup>nd</sup>. Staff recommends Council award the contract to Stantec, with a "not to exceed agreement." That will allow staff time to hammer out a final schedule, contract and start the project!

**Staff recommends** Council award the contract to Stantec, with a "not to exceed agreement."