



Agenda

City Council Regular Meeting

Monday, January 26, 2026 at 6:00 PM

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

Homer City Hall

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

Zoom Webinar ID: 205 093 973 Password: 610853

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE

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

MAYORAL PROCLAMATIONS AND RECOGNITIONS

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

RECONSIDERATION

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

- a. Homer City Council Unapproved Regular Meeting Minutes of January 12, 2026 and Special Meeting Minutes of January 19, 2026. Recommend Approval.
- b. Memorandum CC-26-021 authorizing the issuance of a Letter of Non-Objection to the Alcoholic Beverage Control Board Regarding renewal of Brewery Manufacturer and Brewery Retail Licenses and Manufacturing Sampling Endorsement for Grace Ridge Brewing. Recommend approval.
- c. Ordinance 26-08, An Ordinance of the City Council of Homer, Alaska, Amending the FY26 Capital Budget by Accepting and Appropriating the FY26 State of Alaska Community Assistance Program Payment in the Amount of \$98,129.84 for the purchase of Network Storage at multiple City buildings. City Manager. Recommended Dates Introduction January 24, 2026, Public Hearing and Second Reading February 9, 2026.

Memorandum CC-26-022 by the Chief Technology Officer as backup.

- d. Ordinance 26-09, an Ordinance of the City Council of Homer, Alaska Amending Homer City Code 2.58.035 Commission and board member terms. City Clerk. Recommended Dates Introduction January 24, 2026, Public Hearing and Second Reading February 9, 2026.

Memorandum CC-26-023 from City Clerk as backup.

- e. Ordinance 26-10: An Ordinance of the City Council of Homer, Alaska Amending the FY26 Capital Budget and Appropriating \$29,000 from the Library Donation Account to Complete Construction and Installation of a Security Grille at the Homer Public Library. City Manager/Library Director. Recommended Dates Introduction January 24, 2026, Public Hearing and Second Reading February 9, 2026.

Memorandum CC-26-024 from Library Director as backup.

- f. Ordinance 26-11, An Ordinance of the City Council of Homer, Alaska, Amending the Official Road Maintenance Map of the City of Homer by Adding 820 Lineal feet (.155 Miles) of Urban Road on Fairview Ave West. City Manager/Public Works Director. Recommended Dates Introduction January 24, 2026, Public Hearing and Second Reading February 9, 2026.

Memorandum CC-26-025 from the Public Works Inspector as backup.

- g. Resolution 26-008, A Resolution of the City Council of Homer, Alaska, Authorizing the Staff of the Homer Public Library to Apply for a Public Libraries Assistance Grant (PLAG) from the State of Alaska, in the Amount of \$7,000. City Manager/Library Director.

Memorandum CC-26-026 from the Library Director as backup.

- h. Resolution 26-009, a Resolution of the City Council of Homer, Alaska, Supporting the Recertification of the Prince William Sound Regional Citizens' Advisory Council by the United States Coast Guard Through PWSRCAC recertification docket USCG-2026-0070. Aderhold

Memorandum CC-26-027 from Councilmember Aderhold as backup.

- i. Resolution 26-010, A Resolution of the City Council of Homer, Alaska Requesting the City Manager Issue a Request for Proposals for Engineering and Professional Design of a Looped Trail in the Vicinity of Karen Hornaday Park. Davis/Erickson.

Memorandum CC-26-028 from Councilmembers Davis and Erickson as backup.

- j. Resolution 26-011, a Resolution of the City Council of Homer, Alaska Supporting Full Funding in the Amount of \$18,186,535 for the State of Alaska Municipal Harbor Facility Grant Program in the FY 2027 State Capital Budget. City Manager/Port Director. Recommend Adoption.

VISITORS

- a. Senator Gary Stevens

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

- a. Worksession Report
- b. Committee of the Whole Report
- c. Mayor's Report

- d. Borough Report
- e. Conversation with a Councilmember (Erickson)
- f. Economic Development Advisory Commission
- g. Parks Art Recreation and Culture Advisory Commission
- h. Library Advisory Board

PUBLIC HEARING(S)

- a. Ordinance 25-71(S)(A), An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 11.04.050, Master Roads and Street Plans-Adopted, and 11.04.060 Geometric Design Requirements. Davis/Parsons. Introduction November 24, 2026 Public Hearing and Second Reading January 12, 2026, Postponed to January 26, 2026.

Memorandum CC-26-029 from City Clerk as backup.
 Memorandum CC-26-016 from City Manager as backup.
 Memorandum CC-25-274 from Councilmembers Davis & Parsons as backup.
 Public Comment Received.

- b. Ordinance 26-01, An Ordinance of the City Council of Homer, Alaska Amending the FY26 Capital Budget by Appropriating \$10,000 from the Americans with Disabilities Act (ADA) Capital Asset Repair and Maintenance Allowance Fund for the Purpose of Purchasing and Installing an Accessible Push Button Door Opener at City Hall. Venuti/Parsons. Introduction January 12, 2026, Public Hearing and Second Reading January 26, 2026

- c. Ordinance 26-02, An Ordinance of the City Council of Homer, Alaska Amending the FY26 Capital Budget by Accepting and Appropriating Principal Forgiveness Subsidy from a Loan from the Alaska Department of Environmental Conservation (ADEC) Under its Drinking Water Revolving Loan Program in the Amount of \$1,331,882 for the A-Frame Transmission Line Replacement Project and Authorizing the City Manager to Negotiate and Execute a Loan Agreement. City Manager. Introduction January 12, 2026, Public Hearing and Second Reading January 26, 2026.

Memorandum CC-26-004 from the Public Works Director as backup.

- d. Ordinance 26-03, an Ordinance of the City Council of Homer, Alaska Amending the FY26 Capital Budget by Appropriating an Additional \$25,000 From the Homer Education and Recreation Complex (HERC) Capital Asset Repair and Maintenance Allowance (CARMA) Fund for the Repair, Resurfacing and Repainting of Lines on the Floor in the Gymnasium in the HERC 1 Building. City Manager/Recreation Manager. Introduction January 12, 2026, Public Hearing and Second Reading January 26, 2026.

Memorandum CC-26-005 from the Recreation Manager as backup.

- e. Ordinance 26-04, an Ordinance of the City Council of Homer, Alaska Amending the FY26 Capital Budget by Accepting and Appropriating a Donation from the Homer Pickleball Club in the Amount of \$7,000 for the Purpose of Assisting with the Repair, Resurfacing and

Repainting of Lines on the Floor in the Gymnasium in the HERC 1 Building. Introduction January 12, 2026, Public Hearing and Second Reading January 26, 2026.

Memorandum CC-26-006 from the Recreation Manager as backup.

- [f.](#) Ordinance 26-05, an Ordinance of the City Council of Homer, Alaska Amending the FY26 Capital Budget by Appropriating an Additional \$20,000 From the Homer Accelerated Roads and Trails (HART) Trails Fund and 20,000 from the HART Roads fund to the Purchase of the Trackless MT7 Municipal Sidewalk Tractor. City Manager/Public Works Director. Introduction January 12, 2026, Public Hearing and Second Reading January 26, 2026.

Memorandum CC-26-030 from Councilmember Davis backup.

Memorandum CC-26-031 from Public Works Director as backup.

Memorandum CC-26-032 from Public Works Director as backup.

Memorandum CC-26-007 from the Public Works Director as backup.

- [g.](#) Ordinance 26-06, an Ordinance of the City Council of Homer, Alaska Amending Homer City Code 2.84 Release of Public Record Sections 2.84.010 Policy, 2.84.020 Definitions, 2.84.050 Regulations, and 2.84.070 Appeals. City Manager. Introduction January 12, 2026, Public Hearing and Second Reading January 26, 2026.

Memorandum CC-26-033 from the City Manager as backup.

Memorandum CC-26-008 from the City Manager as backup.

Public Comment Received.

- [h.](#) Ordinance 26-07, an Ordinance of the City Council of Homer, Alaska Adopting the revised Port of Homer Terminal Tariff No. 1. City Manager/Port Director. Introduction January 12, 2026, Public Hearing and Second Reading January 26, 2026.

Memorandum CC-26-034 from the City Clerk as backup.

Memorandum CC-26-017 from the Port Director as backup.

Public Comment Received.

ORDINANCE(S)

CITY MANAGER'S REPORT

- [a.](#) City Manager's Report
- b. Monthly FY26 YTD Report

PENDING BUSINESS

NEW BUSINESS

- [a.](#) Memorandum CC-26-035 from Councilmember Erickson and Mayor Lord Requesting Port Tariff Recommendations from the Homer Port & Harbor Advisory Commission

RESOLUTIONS

- [a.](#) Resolution 26-012, a Resolution of the City Council of Homer, Alaska setting legislative priorities for trip to Juneau for the AML Winter Conference. Aderhold.

Memorandum CC-26-036 from the City Manager 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, February 9, at 6 p.m.**, Special Meeting at 3:15 p.m. Worksession at 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.

Session 26-01, a regular meeting of the Homer City Council, was called to order on January 12, 2026 by Mayor Rachel Lord at 6:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

PRESENT: COUNCILMEMBERS ADERHOLD, DAVIS, ERICKSON, HANSEN, PARSONS, VENUTI
STAFF: CITY MANAGER JACOBSEN
CITY CLERK WOODRUFF
PORT DIRECTOR HAWKINS
PUBLIC WORKS DIRECTOR KORT
PLANNING DIRECTOR FOSTER
FIRE CHIEF JAGER
SPECIAL PROJECTS COORDINATOR CARROLL
CHIEF TECHNOLOGY OFFICER JIRSA

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

Mayor Lord announced the Supplemental Items: Under **MAYORAL PROCLAMATIONS AND RECOGNITIONS** the mayoral recognition Remembering and Recognizing Elaine Grabowski.

Under **PUBLIC HEARINGS** item a. Ordinance 25-71, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 11.04.050, Master Roads and Street Plans-Adopted, 11.04.058, Design Criteria Manual-Adopted, and 11.04.060 Geometric Design Requirements., attachment to Memo CC-26-16 and public comments received

Under **ORDINANCES** item A, Ordinance 26-07, an Ordinance of the City Council of Homer, Alaska Adopting the revised Port of Homer Terminal Tariff No. 1., public comment received

Under **CITY MANAGER'S REPORT** item A, City Manager's report, Public comments received
Under item B, FY26 Q1 Financial Report, updated fund balance report
ERICKSON/VENUTI MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

MAYORAL PROCLAMATIONS AND RECOGNITIONS

- a. Remembering Elaine Grabowski

Mayor Lord read the proclamation recognizing Elaine Grabowski, expressing profound gratitude for her extraordinary contributions to the Homer Volunteer Fire Department and to the community as a whole. Homer Volunteer Fire Department Chief Jaeger and Captain Arndt came forward with Elaine's fire helmet and presented the helmet and signed proclamation to Elaine's husband, Gary Kulesza.

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

Camille Johnson, non-resident, spoke in support of trails at Karen Hornaday Park, and suggested putting funds towards trail design instead of engineering.

Satchel Pondolino, non-resident and Clean Water Lead with Cook Inletkeeper, spoke in support of Resolution 26-007.

Catie Bursch, City Resident, spoke in support of the Woodard Creek Loop trail.

Meghan Gervais, City Resident, spoke in support of the trails above Karen Hornaday Park.

RECONSIDERATION

CONSENT AGENDA

- a. Homer City Council Unapproved Regular Meeting Minutes of November 24, 2025 Recommend approval
- b. Memorandum CC-26-001 authorizing the issuance of a Letter of Non-Objection to the Alcoholic Beverage Control Board Regarding Liquor License renewal for Salty Dawg Saloon. Recommend approval.
- c. Memorandum CC-26-002 approving the appointment of William Wuestenfeld to the Library Advisory Board. Recommend Approval.
- d. Memorandum CC-26-003 Travel Authorization for Mayor and Councilmembers to Attend the Alaska Municipal League Winter Conference in Juneau, Alaska February 17-19, 2026. Recommend approval.
- e. Ordinance 26-01, An Ordinance of The City Council of Homer, Alaska, Amending the FY26 Capital Budget by Appropriating \$10,000 from the Americans with Disabilities Act (ADA) Capital Asset Repair and Maintenance Allowance Fund for the Purpose of Purchasing and Installing an Accessible Push Button Door Opener at City Hall. Venuti/Parsons. Recommended Dates Introduction January 12, 2026, Public Hearing and Second Reading January 26,2026.
- f. Ordinance 26-02, An Ordinance of the City Council of Homer, Alaska Amending the FY26 Capital Budget by Accepting and Appropriating Principal Forgiveness Subsidy from a Loan from the Alaska Department of Environmental Conservation (ADEC) under its Drinking Water Revolving Loan Program in the Amount of \$1,331,882 for the A-Frame Transmission Line Replacement Project and Authorizing the City Manager to Negotiate and Execute a Loan Agreement. City Manager. Recommended Dates January 26, 2026

Memorandum CC-26-004 from Public Works Director as backup.

- g. Ordinance 26-03, an Ordinance of The City Council of Homer, Alaska, Amending the FY26 Capital Budget by Appropriating an Additional \$25,000 From the Homer Education and Recreation Complex (HERC) Capital Asset Repair and Maintenance Allowance (CARMA) Fund for the Repair, Resurfacing

and Repainting of Lines on the Floor in the Gymnasium in the HERC 1 Building. City Manager/Recreation Manager. Recommended Dates Introduction January 12, 2026, Public Hearing and Second Reading January 26, 2026

Memorandum CC-26-005 from the Recreation Manager as Backup

- h. Ordinance 26-04, an Ordinance of the City Council of Homer, Alaska Amending the FY26 Capital Budget by Accepting and Appropriating a Donation from the Homer Pickleball Club in the Amount of \$7,000 for the Purpose of Assisting with the Repair, Resurfacing and Repainting of Lines on the Floor in the Gymnasium in the HERC 1 Building.

Memorandum CC-26-006 from the Recreation Manager as Backup.

- i. Ordinance 26-05, An Ordinance of the City Council of Homer, Alaska Amending the FY26 Capital Budget by Appropriating an Additional \$20,000 From the Homer Accelerated Roads and Trails (HART) Trails Fund and \$20,000 from the HART Roads fund to the Purchase of the Trackless MT7 Municipal Sidewalk Tractor. City Manager/Public Works Director. Recommended Dates Introduction January 12, 2026, Hearing and Second Reading January 26, 2026

Memorandum CC-26-007 from the Public Works Director as backup.

- j. Ordinance 26-06, an Ordinance of the City Council of Homer, Alaska Amending Homer City Code 2.84 Release of Public Record Sections 2.84.010 Policy, 2.84.020 Definitions, 2.84.050 Regulations, and 2.84.070 Appeals. City Manager. Recommended Dates Introduction January 12, Public Hearing and Second Reading January 26, 2026

Memorandum CC-26-008 from the City Manager as backup.

Ordinance 26-06 moved to Ordinances item a. Aderhold.

- k. Resolution 26-001, a Resolution of the City Council of Homer, Alaska Designating Signatories of the City of Homer Accounts and Superseding Any Previous Resolutions So Designating. City Manager/Finance Director. Recommend Adoption.
- l. Resolution 26-002, A Resolution of the City Council of Homer, Alaska Confirming the Appointment of Elizabeth Fischer as Treasurer and Jenna De Lumeau as Deputy Treasurer for Calendar Year 2026. City Manager. Recommend Adoption.
- m. Resolution 26-003, a Resolution of the City Council of Homer, Alaska Confirming the City Manager's Appointment of Julie Engebretsen as the acting City Manager for Calendar Year 2026
- n. Resolution 26-004 A Resolution of the City Council of Homer, Alaska, Authorizing the Staff of Homer Volunteer Fire Department to Apply for a 2026 Alaska Department of Natural Resources Volunteer Fire Capacity (VFC) Grant. City Manager/Fire Chief. Recommend Adoption.

Memorandum CC-26-009 from the Fire Chief as backup.

- o. Resolution 26-005, A Resolution of the City Council of Homer, Alaska , Approving a Sublease Between the City of Homer and Alaska Bus LLC, D.B.A Alaska Bus Company for 384 Square Feet, More Or Less, of Office and Cargo Space and Designated Parking at the Homer Airport Terminal and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Port Director. Recommend Adoption.

Memorandum CC-26-010 from the Port Property Associate as backup.

- p. Resolution 26-006. A Resolution of the City of Homer, Alaska Adopting an Alternative Allocation Method for the FY26 Shared Fisheries Business Tax Program and Certifying that this allocation Method Fairly Represents the Distribution of Significant Effects of Fisheries Business Activity in FMA 14: Cook Inlet Area. City Manager/Port Director. Recommend Adoption.

Memorandum CC-26-011 from the Port Director as backup.

ERICKSON/VENUTI MOVED TO APPROVE THE CONSENT AGENDA AS READ

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

VISITORS (10 minutes per visitor)

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

- a. Worksession Report

City Manager Melissa Jacobsen reported on the worksession at 4:00 which discussed Ordinance 25-71 and Ordinance 25-71(s). City Engineer Leon Galbraith provided information on road design. Council discussed amendments proposed in the memo provided by the City Manager.

- b. Committee of the Whole Report

Councilmember Erickson reported that the council discussed an increase in the City's insurance costs and midbiennium budget adjustments. Personal property taxes have increased. The City is nearing the end of the sales tax increase that funds the construction of the Police Station, and that could sunset at the end of 2026.

- c. Mayor's Report

Mayor Lord welcomed Council back and noted that she didn't get caught up over the month of December, but is glad to be back and starting the new year. She expressed sincere gratitude to HPD, HVFD, and Dispatch for responding to emergencies, and to SPH for providing care to community members. Under the Rural Health Transformation Program , a lot of federal money is coming in to the state all at once.

The Mayor noted that January 20th is the start of the second year of a two-year legislative session, and a Council-approved resolution with City priorities is in the works. She will not be able to attend the AML legislative conference. School Board meets tonight, quarterly worksession meetings tomorrow, there are continued discussions around school pools and school consolidation. School pools will continue to put pressure on the borough's budget so we may need to explore other options to keep the Homer pool open.

d. Borough Report

Assemblymember Kelly Cooper agreed that the school funding will continue to be an issue. Could consider a borough-wide service area for recreation, and there may be movement towards a Southern Kenai Peninsula service area. Borough is beginning budget conversations. SPH Service Area Board spoke to KPB about Rural health transportation. The KPB Assembly is preparing a list of capital requests, even knowing that there are very limited state capital funds. A group at the borough level is meeting to talk about how to do recycling. Borough is doing some housekeeping, adjusted code to define the borough's website as a newspaper. The Borough will be changing code related to presentation time to specify that the time is only set aside for items that relate to the Borough's powers – planning, financial, school district, service area boards for the hospitals. Resolution of support for east side set net fishery disaster declaration for 2025. She noted that the borough will not be asking Air BnB to collect and remit sales tax – the borough has a very complex sales tax law, and there are lots of hurdles to handle. It makes the most sense to continue to collect it locally.

e. Planning Commission Report

f. Port and Harbor Advisory Commission

g. Library Advisory Board Report

Board Member Deb Curtis handed off the report to Student Representative Daniel Crist. He reported that the Library Advisory Board (LAB) viewed a training video at a worksession in December. At the regular meeting, Library Director Dave Berry provided an update on the library security grille project, and a new printing system. The LAB is fundraising in collaboration with Friend of the Homer Library and the Homer Foundation. At the regular meeting the LAB refined the timeline for events related to the 20th anniversary of the current Library Building. Thanks to Doug Baily for his service on the board and welcome to William Wuestenfeld.

h. Travel Report: Alaska Municipal League Conference

Memorandum CC-26-012 from Councilmember Erickson
Memorandum CC-26-013 from Council member Davis
Memorandum CC-26-014 from Councilmember Aderhold
Memorandum CC-26-015 from Councilmember Parsons

There was some discussion from councilmembers who attended the conference expressing appreciation for the opportunity and for the varied perspectives and experiences represented in the reports.

i. Title 21 Update

Planning Director Ryan Foster provided a brief update on the progress of the project. The City held an open house in early November to get feedback from the community. The virtual open house is open through the 16th of January on the project website. The Planning Commission has had a series of worksessions discussing key concepts like housing, environmental considerations, process, and zoning. Staff has also worked one-on-one with some commissioners who want to dive deeper into a specific subject. Staff will be doing a final deep dive worksession on January 21st to address remaining items of interest prepare for the Public Review Draft process. Council will be doing a worksession with the Planning Department on January 26th to discuss the steps forward. The Public Review Draft version will be available for the 45-day public review in approximately early February.

j. Cook Inlet Regional Citizens Advisory Council Report

PUBLIC HEARING(S)

- a. Ordinance 25-69, An Ordinance of the City Council of Homer, Alaska, Amending the FY26 Capital Budget by Accepting and Appropriating a State of Alaska Online With Libraries (OWL) Grant for FY26 in The Amount of \$6462 for Internet Service, and Authorizing the City Manager/Library Director Introduction November 24, 2025. Public Hearing and Second Reading January 12, 2026

Memorandum CC-25-265 from Library Director as backup.

Mayor Lord opened the Public Hearing. There were no comments and the hearing was closed.

ERICKSON/VENUTI MOVED TO ADOPT ORDINANCE 25-69 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- b. Ordinance 25-70, An Ordinance of the City Council of Homer, Alaska Amending the FY26 Capital Budget by Appropriating \$7,000 from the Homer Education and Recreation Complex (HERC) Capital Asset Repair and Maintenance Allowance (CARMA) for the Replacement of the Floor of the Activity Room in the Herc 1 Building. City Manager/Public Works Director. Introduction November 24, 2025 Public Hearing and Second Reading January 12, 2026.

Memorandum CC-25-266 from Public Works Director as Backup.

ERICKSON/VENUTI MOVED TO ADOPT ORDINANCE 25-70 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- c. Ordinance 25-71, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 11.04.050, Master Roads and Street Plans-Adopted, 11.04.058, Design Criteria Manual-Adopted, and 11.04.060 Geometric Design Requirements. Davis/Parsons. Introduction November 24, 2026 Public Hearing and Second Reading January 12, 2026.

Ordinance 25-71(S), An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 11.04.050, Master Roads and Street Plans-Adopted, and 11.04.060 Geometric Design Requirements. Davis/Parsons.

Memorandum CC-25-274 from Councilmembers Davis & Parsons as backup.
Memorandum CC-26-016 from City Manager as backup.
Public Comment Received.

Mayor Lord opened the public hearing.

Jan Keiser, City Resident, expressed gratitude to Councilmembers Davis and Parsons for their work. She thanked City Engineer Galbraith for his testimony and recommended the Complete Streets policy as a way to provide flexibility, asking Council to refrain from passing this ordinance until the City has a Complete Streets policy.

There were no further comments and the hearing was closed.

DAVIS/PARSONS MOVED TO ADOPT ORDINANCE 25-71 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING

DAVIS/PARSONS MOVED TO SUBSTITUTE ORDINANCE 25-71(S)

Discussion noted that the wording in the substitution came from a meeting with the City Engineer and City Manager to allow more flexibility for engineering with a lot of City streets. The substitution removes references to specific widths.

VOTE (SUBSTITUTION) . NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Discussion included revisiting the road design criteria manual since street widths in code are quite large and narrower streets would create a neighborhood feel. Public testimony from road builders and operators of large vehicles during the worksession was valuable, and we need to make sure that the streets will meet the needs of all users. The importance of flexibility and responsiveness to specific circumstances through a system such as Complete Streets was mentioned by multiple councilmembers. Other factors that could increase or decrease safety of a roadway were discussed, including snowfall or speed limits.

DAVIS/ADERHOLD MOVED TO AMEND LINES 55 TO STRIKE “TO A 28-FOOT WIDTH IN ACCORDANCE WITH THE MINIMUM REQUIREMENTS OF A LOCAL RESIDENTIAL STREET” AND REPLACE IT WITH” IN ACCORDANCE WITH THE TABLE IN 11.04.060(F)”.

There was no discussion.

VOTE (AMENDMENT). NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

DAVIS/ADERHOLD MOVED TO AMEND LINES 103 TO 105 TO READ “HCC 11.04.060(F) WIDTH, RIGHT-OF-WAY, TRAVELED WAY, AND SHOULDER-WIDTH STANDARDS FOR CITY STREETS SHALL BE AS FOLLOWS:”

There was no discussion.

VOTE (AMENDMENT). NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

The City Manager commented to remind the Council that there are roads in the City that are up West Hill, East Hill, and out East End Road, and those property owners may still have water or fuel delivered to their homes. She asked that the Council keep those residents in mind as well when amending standards.

Davis/Parsons moved to postpone Ordinance 25-71(S)(A) to January 26, 2026 with another public hearing

Councilmember Parsons expressed gratitude for feedback and recognized the City Manager’s comment, noting that he would like to bring flexibility that addresses those other areas in addition to the city center.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

D. Mid-Biennium Budget Adjustments

Mayor Lord opened the Public Hearing. There were no comments and the hearing was closed.

ORDINANCE(S)

Ordinance 26-07, an Ordinance of the City Council of Homer, Alaska Adopting the revised Port of Homer Terminal Tariff No. 1. City Manager/Port Director. Recommended Dates Introduction January 12, 2026, Public Hearing and Second Reading January 26, 2026.

Memorandum CC-26-017 from the Port Director as backup.

ERICKSON/VENUTI MOVED TO INTRODUCE ORDINANCE 26-07.

ERICKSON/VENUTI MOVED TO AMEND TO ADD A NEW BULLET ON LINE 447 CALLED 10-DAY TRANSIENT TO REFLECT A 10-DAY TRANSIENT FORMULA TO BE DEVELOPED BY THE PORT STAFF, AND FOLLOW WITH THE CURRENT LANGUAGE ON LINE 448.

Discussion ensued regarding the discrepancies between daily and monthly rates, noting that many boats use the harbor to prepare for their season. It's important that there's another option for the fishermen at a reasonable rate. The spirit of the motion is good, however, this language is not specific.

Port Director Bryan Hawkins acknowledged the idea of the new rate, saying that it is a long process to change the rate schedule. The daily rate is 3% of the annual, Monthly is 17%, Semiannual is 67%, of the annual. It's a process that can't be put in place in a short period of time. It could be talked about for the next year, and it's not clear what the cause and effect would be. The City would have to agree on the rate, change the schedule, change the software. At this point after 6 days, you are automatically moved to the month because it's more cost effective.

Councilmember Erickson noted that she'd envisioned the rate as a flat rate.

Councilmember Aderhold wondered whether the Council should send a memo to the Port & Harbor advisory commission to provide direction for items to evaluate when reviewing the tariff for 2027.

Is this fair to all user types? Fishing boats, charter boats, private boats? Can we do this for just one user group?

The Mayor noted that the Moorage rate calculation is very complex, even more so than the water/sewer rate. She encouraged voting down the amendment and bringing the proposal back to staff and the Port & Harbor Advisory Commission.

VOTE (amendment): NO: VENUTI, ERICKSON, ADERHOLD, PARSONS, DAVIS, HANSEN

Motion failed.

Discussion noted that the record associated with amendment does not include details of all the discussion that the Port & Harbor Advisory Commission (PHC) had relating to the tariff. Insurance amounts have changed, consider an exemption for recreational vessels 24' and under. Councilmember Erickson committed to work with the mayor on a memo to PHC.

VOTE (Introduction). NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Ordinance 26-06, an Ordinance of the City Council of Homer, Alaska Amending Homer City Code 2.84 Release of Public Record Sections 2.84.010 Policy, 2.84.020 Definitions, 2.84.050 Regulations, and 2.84.070 Appeals. City Manager. Recommended Dates Introduction January 12, Public Hearing and Second Reading January 26, 2026

Memorandum CC-26-008 from the City Manager as backup.

ERICKSON/VENUTI MOVED TO INTRODUCE ORDINANCE 26-06 .

Councilmembers directed questions to City Staff related to the changes to language.

- Lines 41-45, why is this language removed?
- Why does this change appeals to go straight to Superior Court instead of to a Public Hearing Officer as with other recent code changes that moved appeals away from City Council?
- Why are lines 245-248 changed?

City Manager Jacobsen spoke, saying that the ordinance adds new language at the top, striking the old policy language and adding more robust new policy language that emphasizes that it is the City's responsibility to provide prompt and reasonable access to non-confidential public records to the citizens. That language is stronger and more direct that references to a 'good faith effort.'

Jacobsen noted that change to the appeals process is aligning with what other municipalities in the area do. The appeal could be directed by code to go to the court or to the administrative hearing office. There are still costs associated with an administrative hearing, and it could be appealed to the court after that anyways. Council is welcome to make an amendment, this ordinance has been reviewed by the City Attorney and he did not have edits to that portion.

Council discussed points including that while in general, it's been good to get appeals away from City Council, this may be a case where Council would be comfortable having the appeal go to them. Some people like to jump to the superior court. We need a middle step. Maybe some people would think twice about it if a mediator were involved.

City Manager Jacobsen noted that the parameters for denials of records requests are very specific and laid out in code, and an appeal of a records request denial is less nuanced than an appeal of something like a conditional use permit.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

CITY MANAGER'S REPORT

a. City Manager's Report

The City Manager reviewed items from her written report including the Karen Hornaday trail system and Water Quality testing.

Council asked questions related to the proposed trail in Karen Hornaday Park, including:

- Please confirm that there is no need for additional direction from Council to the City.
- Will bikes be allowed on the trail?

City Manager Jacobsen confirmed that there is no need for additional direction and that the trail is not suitable for bikes.

A Councilmember asked whether the City could install solar panels at the reservoir, City Manager Jacobsen said that the group could definitely talk about it.

Mayor Lord summarized the memo describing the City’s choices for election dates now that the Kenai Peninsula Borough has changed its election date to November and is terminating the Memorandum of Agreement under which the City and Borough shared election expenses. Discussion included:

- The City would need to co-locate with State and Borough elections in a single venue if we were to change our election date.
- The cost of going it alone seems quite high.
- October is preferential so that local elections don’t get lost in the shuffle, but it’s really valuable to continue to partner with the borough.
- There is such a difference between October and November weather.
- Election has been proposed as a national holiday—it would be important to be a part of that day if that happens.
- The cost for a 2026 election would be similar to the 2025 cost shared in the memo.
- Other cities in the borough including Soldotna and Kenai are switching to November.
- City elections are non-partisan. It’s part of what makes us successful. Being on the same day as the national and state elections could slot City candidates into party ‘favorites’.
- The Election Day working group that met prior to the borough vote went through all the reasons why it’s a bad idea. In Wasilla, their voter turnout plummeted when they kept the October election date. Our local election will be forgotten.
- It is preferable not to move the election date, but Council is concerned about cost.
- It seems we will have to move the date because of price and resources, have to talk to the community about it. It’s not fun but sometimes you have to go along with it just to keep things going.

PENDING BUSINESS

- a. Resolution 25-105, A Resolution of the City Council of Homer, Alaska, Awarding the Contract for Design & Construction of the Homer Harbor’s System 4 Float Replacement to Turnagain Marine Construction of Anchorage, Alaska in the Amount Of \$22,459,855 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/City Engineer.

Resolution 25-105(s), a Resolution of the City Council of Homer, Alaska Awarding the Design-Build Contract of the Homer Harbor’s System 4 Float Replacement to Turnagain Marine Construction of Anchorage Alaska in the Amount of \$515,000 for Phase 1 Engineering and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/City Engineer.

Memorandum CC-25-277 from the City Engineer as backup.

Memorandum CC-26-018 from the City Engineer as backup.

ERICKSON/VENUTI MOVED TO ADOPT RESOLUTION 25-105

ERICKSON/ADERHOLD MOVED TO SUBSTITUTE RESOLUTION 25-105(S)

There was no discussion.

VOTE (Substitution). NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

ERICKSON/ADERHOLD MOVED TO AMEND LINE 44 AFTER AUTHORIZES THE CITY MANAGER TO NEGOTIATE AND EXECUTE THE APPROPRIATE DOCUMENTS ADD “**AND ISSUE NTP #1 ONLY. THE CITY MANAGER IS ONLY AUTHORIZED TO ISSUE NTP #2 FOLLOWING SUCCESSFUL AWARD OF THE 2025 PORT INFRASTRUCTURE DEVELOPMENT PROGRAM GRANT FUNDS AND EXECUTION OF ALL PAPERWORK REQUIRED BY MARAD TO ALLOW THE CITY OF HOMER ACCESS TO THE GRANT FUNDS.**”

There was no discussion.

VOTE (Amendment). NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

There was no discussion.

VOTE (Adoption of substitution as amended). NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

NEW BUSINESS

RESOLUTIONS

- a. Resolution 26-007, A Resolution of the of City Council of Homer, Alaska Providing Comments on the Bureau of Ocean Energy Management’s 11th National Outer Continental Shelf Oil and Gas Leasing Program for the Alaska Region. Aderhold.

ADERHOLD/VENUTI MOVED TO ADOPT RESOLUTION 26-007

Discussion included

- Even if the City doesn’t pass the resolution, this is a way to let the public know that this opportunity for comment is out there.
- The City Council has commented on a number of things in the past, including the Northern Edge training that the Navy was putting on. We have provided comments on Oil and Gas lease sales, lease sale 258.
- Discomfort with the resolution—it’s fine if people want to comment individually, but the City needs to be careful moving forward. We have a lot of things dealing with the federal government, and something that might seem political against oil and gas could sabotage ourselves. Appreciate the concern, there are lots of studies, they understand where we’re coming from.
- Most statements are calm factual statements of fact that are directly relevant to the question. Three areas that that we might amend are more subjective or off topic—line 53, “demonstrates a disrespect to local residents,” paragraph about navy training, and on Line 70 – trying to second guess what we think the oil companies would want to do.

DAVIS/ADERHOLD MOVED TO AMEND BY STRIKING LINES 61-65 AND LINES 70-74, AND, IN LINES 53 AND 54, STRIKE “DEMONSTRATES A DISRESPECT TO LOCAL RESIDENTS”, REPLACE WITH “SEEMS ILL-ADVISED.”

There was no discussion.

VOTE (Amendment). NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

VOTE(RESOLUTION AS AMENDED).

YES: ADERHOLD HANSEN, PARSONS, VENUTI, DAVIS

NO: ERICKSON

COMMENTS OF THE AUDIENCE

William Roth, non-resident, commented that Homer has gotten rid of the work skiff exemption which will hurt small businesses. He asked Council to support another moorage rate between daily and monthly rates that will offer a more cost-effective rate to boats that are staying slightly longer but not for a full month.

Daniel Christ commented that it would be valuable to know the cost of purchasing election equipment to see whether that is more cost effective than changing the election date to November.

COMMENTS OF THE CITY ATTORNEY

COMMENTS OF THE CITY CLERK

City Clerk Woodruff commented that there is a seat open on the Economic Development Advisory Commission.

COMMENTS OF THE CITY MANAGER

City Manager Jacobsen commented that there is \$9,530 remaining in the travel budget for Councilmembers to attend the AML Winter Legislative Conference.

COMMENTS OF THE MAYOR

Mayor Lord apologized for getting mixed up in the agenda script, and expressed gratitude for serving with each and every person on Council.

COMMENTS OF THE CITY COUNCIL

Councilmember Venuti thanked Daniel Christ for his report and for serving on the Library Advisory Board. She remembered Tarri and Marlon, the artists of Moose Run Metalsmiths who created the beautiful library doors. She thanked the Council for supporting the ADA improvements to City Hall, and that it is just the beginning of improvements. The ceiling failure at the Homer High School Theater that led to equipment falling is a reminder of the importance of capital maintenance, and the CARMA accounts at the City that support that. She said thank you to the wonderful hospital in Homer and to the Surgeons who supported her family during an emergency surgery during Christmas.

Councilmember Parsons thanked City staff, who worked through the break in Council meetings. He said he is pleased to see things coalescing in the Clerk’s office. He appreciated the time spent in the meeting kicking ideas around and finding a way forward.

Councilmember Aderhold noted that this was a beefy first meeting of the year, which is what happens when City staff keep working while Council was off for a few weeks. She expressed appreciation for the efforts and for staff’s ability to answer questions. She said she is reflecting a lot on all the wonderful people that we lost in 2025. She will be out of town for the next meeting but may try to participate remotely.

Councilmember Davis said that the borough has not heard the last from him when it comes to having Air BNB collect sales tax on behalf of the borough. Even if they take a percentage of the tax, that might not be much different from the amount we pay to the third party that collects Amazon sales taxes. He wished everyone a happy new year.

Councilmember Erickson thanked the fire department for coming and honoring Elaine. Learning of her passing was a gut punch because she was such a huge part of our community, and the safety net at the fire department when you were in crisis. Galen Gordon also passed away after 90 years of life, 89 of them in Homer. She will be at the Library at noon for Conversation with a Councilmember. There is a QR code to donate to the Rec Center fund and it’s exciting to see people get behind the vision.

Councilmember Hansen said she appreciated a little break from meetings but the holiday season was odd this year and she’s so glad to be back with everyone.

ADJOURNMENT

There being no further business to come before the Council, Mayor Lord Adjourned the meeting at 8:33 p.m. The next Regular Meeting is Monday, January 26, at 6 p.m., Worksession at 4:00 pm., Committee of the whole at 5:00 p.m. Special meeting Monday, January 19, at 5:30 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Amy Woodruff, City Clerk

Approved:_____

Session 26-02, a special meeting of the Homer City Council, was called to order on January 19, 2026 by Mayor Rachel Lord at 5:30 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COUNCILMEMBERS DAVIS, ERICKSON, HANSEN, PARSONS, VENUTI

ABSENT: COUNCILMEMBER ADERHOLD

STAFF: CITY MANAGER JACOBSEN
CITY CLERK WOODRUFF

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

ERICKSON/VENUTI MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

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

There were no members of the public wishing to speak.

NEW BUSINESS

- a. Memorandum CC-26-019 from City Clerk re: Request for Executive Session Pursuant to AS 44.62.310 (A-C)(2) Subjects that Tend to Prejudice the Reputation and Character of any Person, Provided the Person May Request a Public Discussion (City Manager Jacobsen Annual Performance Evaluation)

ERICKSON/VENUTI MOVED TO ADJOURN TO EXECUTIVE SESSION PURSUANT TO AS 44.62.310 (A-C)(2) SUBJECTS THAT TEND TO PREJUDICE THE REPUTATION AND CHARACTER OF ANY PERSON PROVIDED THAT THE PERSON MAY REQUEST A PUBLIC DISCUSSION. CITY MANAGER JACOBSEN ANNUAL PERFORMANCE EVALUATION.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Mayor Lord adjourned the meeting to executive session at 5:32 p.m. The meeting was reconvened at 6:58p.m.

COMMENTS OF THE AUDIENCE

ADJOURNMENT

Next regular meeting is Monday, January 26, 2026, at 6:00 p.m. All meetings are scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.



MEMORANDUM

CC-26-021

Memorandum CC-26-021 authorizing the issuance of a Letter of Non-Objection to the Alcoholic Beverage Control Board Regarding renewal of Brewery Manufacturer and Brewery Retail Licenses and Manufacturing Sampling Endorsement for Grace Ridge Brewing.

Item Type: Backup Memorandum, Action Memorandum, or Informational Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: January 22, 2026
From: Amy Woodruff, City Clerk
Through: Melissa Jacobsen, City Manager

The City Clerk's Office has been notified by the Alcohol and Marijuana Control Office of a Liquor License Application Renewal within the City of Homer for the following:

License Types:	Distillery Retail	Distillery Manufacturer	Brewery Manufacturer
License #s:	16429	16428	5433
Licensee:	Grace Ridge Brewing, Inc.		
Doing Business As:	Grace Ridge Brewing		
Physical Address:	870 Smoky Bay Way Homer, AK 99603		
Designated Licensee:	Steven Stead		

Homer Police Department had no objections to these renewal applications.

RECOMMENDATION:

Voice non-objection and recommend AMCO approve the renewal of the Brewery Manufacturer License with Sampling Endorsement and Brewery Retail license of Grace Ridge Brewing.

ATTACHMENTS:

AMCO Application packets for Grace Ridge Brewing



Document reference ID : 6211

Renewal Application Summary

Application ID:	6211
License No:	5433
License Type applied for Renewal:	Brewery Manufacturer License (BML)
Licensee Name:	Grace Ridge Brewing, Inc.
License Expiration Date:	12/31/2025
Doing Business As:	Grace Ridge Brewing
Premises Address:	870 Smokey Bay Way, Homer, AK, 99603
Application Status:	In Review
Application Submitted On:	11/04/2025 10:51 AM AKST

Entity Information

Business Structure:	Corporation
FEIN/SSN Number:	
Alaska Entity number (CBPL):	10028849
Alaska Entity Formed Date:	
Home State:	

Entity Contact Information

Entity Address: 870 Smokey Bay Way, Homer, AK, 99603

Local Government and Community Council Details

City/Municipality: Homer

Borough: Kenai Peninsula Borough

Renewal Information

Are there any changes to your ownership structure that have not been reported to AMCO prior to this application?:

No

As set forth in AS 04.11.330, how many hours did you operate during the first calendar year for this renewal period?:

The license was regularly operated continuously throughout the first calendar year for this renewal period.

As set forth in AS 04.11.330, how many hours did you operate during the second calendar year for this renewal period?:

The license was regularly operated continuously throughout the second calendar year for this renewal period.

Please select the seasonality:

Year-round

Has any person or entity in this application been convicted or disciplined for a violation of Title 04, 3 AAC 304 or 305, or a local ordinance adopted under AS 04.21.010 in the preceding two calendar years?!

No

Have any notices of violation or citations been issued for this license during the preceding two years?:

No

Endorsements

License #	License Type	Trade Name	License Status	City
60226	Manufacturing Sampling Endorsement (MSE)	Grace Ridge Brewing	Active	Homer

Attestations

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 305, 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 the license being potentially expired if I do not comply with statutory or regulatory requirements.

I certify that in accordance with AS 04.11.450, no one other than the licensee(s), as defined in AS 04.11.260, 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 I have provided AMCO with all required changes of the ownership structure of the business license and have provided all required documents for any new or changes of 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 305.700.

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is 25 sufficient grounds for denying or revoking a

license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

Signature

This application was digitally signed by : Steven Stead on 11/04/2025 10:49 AM AKST

Payment Info

Payment Type : CC

Payment Id: a467aba7-8ded-4158-a8fd-18f06516442d

Receipt Number: 101191593

Payment Date: 11/04/2025 10:53 AM AKST

Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business, and Professional Licensing
PO Box 110806, Juneau, AK 99811-0806

This is to certify that the owner

GRACE RIDGE BREWING, INC.

is licensed by the department to do business as

GRACE RIDGE BREWING, INC.

870 SMOKY BAY WAY, HOMER, AK 99603

for the period

October 4, 2025 to December 31, 2026
for the following line(s) of business:

31-33 - Manufacturing; 44-45 - Retail Trade



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location.
It is not transferable or assignable.

Julie Sande
Commissioner

ENTITY DETAILS

Name(s)

Type	Name
Legal Name	Grace Ridge Brewing, Inc.

Entity Type: Business Corporation

Entity #: 10028849

Status: Good Standing

AK Formed Date: 4/16/2015

Duration/Expiration: Perpetual

Home State: ALASKA

Next Biennial Report Due: 1/2/2027

Entity Mailing Address: 870 SMOKY BAY WAY, HOMER, AK 99603

Entity Physical Address: 870 SMOKY BAY WAY, SUITE 9, HOMER, AK 99603

Registered Agent

Agent Name: Don Stead

Registered Mailing Address: P.O. BOX 2159, HOMER, AK 99603

Registered Physical Address: 1401 CANDLELIGHT COURT, HOMER, AK 99603

Officials

Show Former

AK Entity #	Name	Titles	Owned
	DONALD STEAD	President, Shareholder	55.17
	MEAGAN STEAD	Secretary, Shareholder	3.45
	SHERRY STEAD	Shareholder, Assistant Treasurer	3.45
	STEVEN STEAD	Shareholder, Treasurer, Vice President	37.90

Filed Documents

Date Filed	Type	Filing	Certificate
4/16/2015	Creation Filing	Click to View	Click to View
6/08/2015	Initial Report	Click to View	
12/15/2016	Biennial Report	Click to View	
4/27/2019	Biennial Report	Click to View	
10/11/2020	Biennial Report	Click to View	
1/21/2022	Entity Address Change	Click to View	
8/22/2023	Biennial Report	Click to View	

Date Filed	Type	Filing	Certificate
3/09/2025	Biennial Report	Click to View	
4/01/2025	Change of Officials	Click to View	

Close Details

 **Print Friendly Version**



December 24, 2025

From: Alcohol.licensing@alaska.gov; amco.localgovernmentonly@alaska.gov;

Licensee: **Grace Ridge Brewing, Inc.**

DBA: Grace Ridge Brewing

VIA email: graceridgebrewing@gmail.com

Local Government 1: Homer

Local Government 2: Kenai Peninsula Borough

Via Email: mjacobsen@ci.homer.ak.us; clerk@ci.homer.ak.us; awoodruff@ci.homer.ak.us;

micheleturner@kpb.us; sessert@kpb.us; mjenkins@kpb.us; nscarlett@kpb.us; mboehmler@kpb.us;

rmaidmae@kpb.us; slopez@kpb.us; hills@kpb.us

Re: Brewery Manufacturer License #5433 Combined Renewal Notice for 2026-2027 Renewal Cycle

License Number:	#5433
License Type:	Brewery Manufacturer License
Licensee:	Grace Ridge Brewing, Inc.
Doing Business As:	Grace Ridge Brewing
Physical Address:	870 Smoky Bay Way Homer, AK 99603
Endorsement Type:	Manufacturing Sampling Endorsement #60226
Designated Licensee:	Steven Stead
Phone Number:	[REDACTED]
Email Address:	g [REDACTED]

License Renewal Application

Endorsement Renewal Application

Dear Licensee:

Our staff has reviewed your application after receiving your application and the required fees. Your renewal documents appear to be in order, and I have determined that your application is complete for purposes of AS 04.11.510, and AS 04.11.520.

Your application is now considered complete and will be sent electronically to the local governing body(s), your community council if your proposed premises are in Anchorage or certain locations in the Matanuska-Susitna Borough, and to any non-profit agencies who have requested notification of applications. The local governing body(s) will have 60 days to protest the renewal of your license.

Your application will be scheduled for the **February 3rd, 2026** board meeting for Alcoholic Beverage Control Board consideration. The address and call-in number for the meeting will be posted on our home page. The board will not grant or deny your application at the meeting unless your local government waives its right to protest per AS 04.11.480(a). Information about this board meeting can be found on our website closer to the date of the board meeting. [Home, Alcohol & Marijuana Control Office](#)

Please feel free to contact us through the Alcohol.licensing@alaska.gov email address if you have any questions.

Dear Local Government:

We have received completed renewal applications for the above-listed licenses within your jurisdiction. This is the notice required under AS 04.11.480. A local governing body may protest the issuance, renewal, relocation, or transfer to another person of a license with one or more endorsements, or issuance of an endorsement by sending the director and the applicant a protest and the reasons for the protest in a clear and concise statement within 60 days of the date of the notice of filing of the application. A protest received after the 60-day period may not be accepted by the board, and no event may a protest cause the board to reconsider an approved renewal, relocation, or transfer.

To protest any application(s) referenced above, please submit your written protest for each within 60 days to AMCO and provide proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before the meeting of the local governing body. If you have any questions, please email amco.localgovernmentonly@alaska.gov.

Sincerely,
Reece Parks, Licensing Examiner II
For
Kevin Richard, Director



Document reference ID : 6212

Renewal Application Summary

Application ID:	6212
License No:	15274
License Type applied for Renewal:	Brewery Retail License (BRL)
Licensee Name:	Grace Ridge Brewing, Inc.
License Expiration Date:	12/31/2025
Doing Business As:	Grace Ridge Brewing
Premises Address:	870 Smoky Bay Way, Homer, AK, 99603
Application Status:	In Review
Application Submitted On:	11/04/2025 10:50 AM AKST

Entity Information

Business Structure:	Corporation
FEIN/SSN Number:	
Alaska Entity number (CBPL):	10028849
Alaska Entity Formed Date:	
Home State:	

Entity Contact Information

Entity Address: 870 Smokey Bay Way, Homer, AK, 99603

Local Government and Community Council Details

City/Municipality: Homer

Borough: Kenai Peninsula Borough

Renewal Information

Are there any changes to your ownership structure that have not been reported to AMCO prior to this application?:

No

As set forth in AS 04.11.330, how many hours did you operate during the first calendar year for this renewal period?:

The license was regularly operated continuously throughout the first calendar year for this renewal period.

As set forth in AS 04.11.330, how many hours did you operate during the second calendar year for this renewal period?:

The license was regularly operated continuously throughout the second calendar year for this renewal period.

Please select the seasonality:

Year-round

Has any person or entity in this application been convicted or disciplined for a violation of Title 04, 3 AAC 304 or 305, or a local ordinance adopted under AS 04.21.010 in the preceding two calendar years?!

No

Have any notices of violation or citations been issued for this license during the preceding two years?:

No

Attestations

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 305, 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 the license being potentially expired if I do not comply with statutory or regulatory requirements.

I certify that in accordance with AS 04.11.450, no one other than the licensee(s), as defined in AS 04.11.260, 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 I have provided AMCO with all required changes of the ownership structure of the business license and have provided all required documents for any new or changes of 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 305.700.

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

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Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business, and Professional Licensing
PO Box 110806, Juneau, AK 99811-0806

This is to certify that the owner

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is licensed by the department to do business as

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870 SMOKY BAY WAY, HOMER, AK 99603

for the period

October 4, 2025 to December 31, 2026
for the following line(s) of business:

31-33 - Manufacturing; 44-45 - Retail Trade



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location.
It is not transferable or assignable.

Julie Sande
Commissioner

Details

ENTITY DETAILS

Name(s)

Type	Name
Legal Name	Grace Ridge Brewing, Inc.

Entity Type: Business Corporation

Entity #: 10028849

Status: Good Standing

AK Formed Date: 4/16/2015

Duration/Expiration: Perpetual

Home State: ALASKA

Next Biennial Report Due: 1/2/2027

Entity Mailing Address: 870 SMOKY BAY WAY, HOMER, AK 99603

Entity Physical Address: 870 SMOKY BAY WAY, SUITE 9, HOMER, AK 99603

Registered Agent

Agent Name: Don Stead

Registered Mailing Address: P.O. BOX 2159, HOMER, AK 99603

Registered Physical Address: 1401 CANDLELIGHT COURT, HOMER, AK 99603

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AK Entity #	Name	Titles	Owned
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	SHERRY STEAD	Shareholder, Assistant Treasurer	3.45
	STEVEN STEAD	Shareholder, Treasurer, Vice President	37.90

Filed Documents

Date Filed	Type	Filing	Certificate
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4/27/2019	Biennial Report	Click to View	
10/11/2020	Biennial Report	Click to View	
1/21/2022	Entity Address Change	Click to View	
8/22/2023	Biennial Report	Click to View	

Date Filed	Type	Filing	Certificate
3/09/2025	Biennial Report	Click to View	
4/01/2025	Change of Officials	Click to View	

Close Details

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THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,
and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

December 24, 2025

From: Alcohol.licensing@alaska.gov; amco.localgovernmentonly@alaska.gov;

Licensee: **Grace Ridge Brewing, Inc.**

DBA: Grace Ridge Brewing

VIA email: graceridgebrewing@gmail.com

Local Government 1: Homer

Local Government 2: Kenai Peninsula Borough

Via Email: mjacobsen@ci.homer.ak.us; clerk@ci.homer.ak.us; awoodruff@ci.homer.ak.us;

micheleturner@kpb.us; sessert@kpb.us; mjenkins@kpb.us; nscarlett@kpb.us; mboehmler@kpb.us;

rmaidmae@kpb.us; slopez@kpb.us; hmills@kpb.us

Re: Brewery Retail License #15274 Combined Renewal Notice for 2026-2027 Renewal Cycle

License Number:	#15274
License Type:	Brewery Retail License
Licensee:	Grace Ridge Brewing, Inc.
Doing Business As:	Grace Ridge Brewing
Physical Address:	870 Smoky Bay Way Homer, AK 99603
Designated Licensee:	Steven Stead
Phone Number:	[REDACTED]
Email Address:	[REDACTED]

License Renewal Application

Endorsement Renewal Application

Dear Licensee:

Our staff has reviewed your application after receiving your application and the required fees. Your renewal documents appear to be in order, and I have determined that your application is complete for purposes of AS 04.11.510, and AS 04.11.520.

Your application is now considered complete and will be sent electronically to the local governing body(s), your community council if your proposed premises are in Anchorage or certain locations in the Matanuska-Susitna Borough, and to any non-profit agencies who have requested notification of applications. The local governing body(s) will have 60 days to protest the renewal of your license.

Your application will be scheduled for the **February 3rd, 2026** board meeting for Alcoholic Beverage Control Board consideration. The address and call-in number for the meeting will be posted on our home page. The board will not grant or deny your application at the meeting unless your local government waives its right to protest per AS 04.11.480(a). Information about this board meeting can be found on our website closer to the date of the board meeting. [Home, Alcohol & Marijuana Control Office](#)

Please feel free to contact us through the Alcohol.licensing@alaska.gov email address if you have any questions.

Dear Local Government:

We have received completed renewal applications for the above-listed licenses within your jurisdiction. This is the notice required under AS 04.11.480. A local governing body may protest the issuance, renewal, relocation, or transfer to another person of a license with one or more endorsements, or issuance of an endorsement by sending the director and the applicant a protest and the reasons for the protest in a clear and concise statement within 60 days of the date of the notice of filing of the application. A protest received after the 60-day period may not be accepted by the board, and no event may a protest cause the board to reconsider an approved renewal, relocation, or transfer.

To protest any application(s) referenced above, please submit your written protest for each within 60 days to AMCO and provide proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before the meeting of the local governing body. If you have any questions, please email amco.localgovernmentonly@alaska.gov.

Sincerely,
Reece Parks, Licensing Examiner II
For
Kevin Richard, Director

MEMORANDUM

Ordinance 26-08, an Ordinance of the City Council of Homer, Alaska Amending the FY26 Capital Budget by Accepting and Appropriating the FY26 State of Alaska Community Assistance Program Payment in the Amount of \$98,129.84 for the Purchase of Shared Network Storage at Multiple City Buildings.

Item Type: Backup Memorandum
Prepared For: Mayor and City Council
Date: January 21, 2026
From: Bill Jirsa, Chief Technology Officer
Through: Melissa Jacobsen, City Manager

Ordinance 26-08 requests the acceptance of \$98,129.84 State of Alaska Community Assistance Funds and appropriation of those funds to replace hardware that provides shared network storage at multiple City buildings.

The existing hardware is five years old and will reach the end of the manufacturer's support later this year. The "failure curve" for high-capacity hard drives reveals sharply increasing risk of hardware failure beginning at around five years. The IT Department has set a target hardware replacement schedule of 5-7 years for this kind of server hardware, so these funds are fittingly timed for this capital project that impacts every department. Additionally, the City must plan for incremental capacity growth to keep up with data storage needs.

Like other organizations, the City has selectively moved some systems to cloud-based services, but the City's storage servers still provide the core data infrastructure that supports a broad range of municipal operations. These systems store data used daily by every department, including general administrative document shares and user drives, police records, and engineering documentation at Public Works. In addition, the storage servers provide the underlying disk resources for applications and databases that provide services such as email, business phones, the finance database, legislative records, vehicle maintenance records, marina management, and digital building control systems. Ensuring that this storage infrastructure remains current and reliable is essential for maintaining citywide operations.

Recommendation:

Accept and appropriate the \$98,129.84 State of Alaska Community Assistance Funds to replace shared network storage hardware.

**CITY OF HOMER
HOMER, ALASKA**

City Manager

ORDINANCE 26-08

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA, AMENDING THE FY26 CAPITAL BUDGET BY ACCEPTING AND APPROPRIATING THE FY26 STATE OF ALASKA COMMUNITY ASSISTANCE PROGRAM PAYMENT IN THE AMOUNT OF \$98,129.84 FOR THE PURCHASE OF SHARED NETWORK STORAGE AT MULTIPLE CITY BUILDINGS.

WHEREAS, In FY26 the City of Homer received \$98,129.84 from the Community Assistance Program (CAP) which has not yet been accepted or appropriated; and

WHEREAS, The application for the FY26 Community Assistance Program funds indicated the City of Homer would designate those funds towards the purchase of Shared Network Storage; and

WHEREAS, The existing hardware is five years old and will reach the end of the manufacturer support later this year; and

WHEREAS, The City anticipates replacing four servers with this funding; and

WHEREAS, This funding will alleviate the need for a mid-biennium budget adjustment request for the purchase.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY26 Capital Budget by accepting the FY26 Community Assistance Program payment as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
151-xxxx	FY2026 Community Assistance Program	\$98,129.84

Section 2. The Homer City Council hereby amends the FY26 Capital Budget by appropriating the FY26 Community Assistance Program payment as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
151-xxxx	Shared Network Storage	\$98,129.84



MEMORANDUM

Ordinance 26-09, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 2.58.035 Commission and board member terms.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: January 2, 2026
From: Amy Woodruff, City Clerk
Through: Melissa Jacobsen, City Manager

The sections of code establishing each Advisory Body set the length for the terms but do not specify an expiration date for the terms. It is presumed that the expiration dates of terms were initially determined by the month in which the code establishing the advisory body was passed. Current expiration dates are defined in the bylaws of each advisory body, and they vary widely throughout the year. Aligning the expiration dates will make it easier for members of the public to apply for multiple bodies if they would be willing to serve on any of them, and for City staff to plan dates for group trainings and joint worksessions with Council.

March 31st was selected because it avoids the busy summer season and also falls well clear of the month of December during which Council does not meet. This should allow sufficient time for the Clerks' office to advertise openings, receive applications, and provide them to the Mayor for her recommendations and then Council for confirmation. Nothing in this code change restricts the Mayor & Council from appointing and confirming advisory body members at any time should a seat be vacated by a resignation.

Advisory Body	Terms Expire	Change needed to align dates
Port and Harbor Advisory Commission	January 30	Extend current terms by 2 months
Economic Development Advisory Commission	March 31	No Change
Library Advisory Board	April 1	Shorten current terms by 1 day
Planning Advisory Commission	June 30	Shorten current terms by 3 months
ADA Advisory Board	August 31	Shorten current terms by 4 months
Parks, Art, Recreation and Culture Advisory Commission	October 31	Shorten current terms by 6 months

RECOMMENDATION: Approve the proposed changes to HCC 2.58.035 Commission and board member terms.

42 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this ____ day of _____, 2026.

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CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

AMY WOODRUFF, CITY CLERK

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



MEMORANDUM

Ordinance 26-10: An Ordinance of the City Council of Homer, Alaska Amending the FY26 Capital Budget and Appropriating \$29,000 from the Library Donation Account to Complete Construction and Installation of a Security Grille at the Homer Public Library.

Item Type: Backup Memorandum
Prepared For: Homer Mayor and City Council
Date: January 14, 2026
From: Library Director Dave Berry
Through: City Manager Melissa Jacobsen

The project to install a security grille at the Homer Public Library is moving forward. With \$30,000 allocated from Ord. 24-24(A) and \$19,000 contributed by the Rasmuson Foundation, the total project funding comes to \$49,000.

On Jan. 13, the City opened the bids that construction companies had submitted for installing a security grille at the Homer Public Library. Unfortunately, the bids came in higher than hoped, bringing the final cost of the project to roughly \$71,000.

During the construction of the current library building in 2004-2006, private donors contributed funds towards the building, and the leftover funds from that construction are still in an account called the "Library Donation Account." **As of Sept. 30, 2025, it held \$188,761.**

After consulting with the Public Works department and the City Manager, I recommend allocating **\$29,000 from the Library Donation Account** to complete the project. This would finish the job and allow a contingency of about \$7,000 in case of cost overruns. Any unexpended money can simply be retained in the Library Donation Account. Drawing on this account has no impact on the general fund.

I believe that using these funds to improve the library building is fully in keeping with the intentions of the original donors, who gave that money to construct the building in the first place.

If we award a contract to the lowest bidder for the construction, the breakdown would be as follows:

Project Funding	
Council Appropriation (Ord. 24-24(A))	\$ 30,000
Rasmuson Grant	\$ 19,000
Total Funding Available	\$ 49,000
Project Expenses	
Architectural Design	\$ (9,651)
Fire Marshal Review	\$ (435)
Bidding and Construction Assistance	\$ (5,920)
Construction Bid (pending contract)	\$ (54,950)
Total Project Expenses	\$ (70,956)
Project Funding Balance	\$ (21,956)
Supplemental Funding Recommendation	
Library Donation Account	\$ 29,000
Total Supplemental Funding	\$ 29,000

RECOMMENDATION:

Allocate \$29,000 from the Library Donation Account to complete construction of the security grille.

**CITY OF HOMER
HOMER, ALASKA**

City Manager/Library Director

ORDINANCE 26-10

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING THE FY26 CAPITAL BUDGET AND APPROPRIATING \$29,000 FROM THE LIBRARY DONATION ACCOUNT TO COMPLETE CONSTRUCTION AND INSTALLATION OF A SECURITY GRILLE AT THE HOMER PUBLIC LIBRARY.

WHEREAS, The Homer City Council has committed \$30,000 to installing a security grille at the Homer Public Library through Ord. 24-24(A), and the Rasmuson Foundation has contributed a further \$19,000; and

WHEREAS, Construction bids submitted on Jan. 13, 2026 bring the total cost of the project to approximately \$71,000; and

WHEREAS, Private citizens have generously donated funds towards improving the library’s infrastructure, and these funds are currently held in the “Library Donation Account”; and

WHEREAS, Using these funds for a security grille is in keeping with the intentions of the original donors.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY26 Capital Budget by appropriating \$29,000 from the Library Donation Account as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
803	Library Donation Account	\$29,000

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

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this ____ day of _____, 2026.

CITY OF HOMER

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ATTEST:

RACHEL LORD, MAYOR

AMY WOODRUFF, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

Introduction:

Public Hearing:

Second Reading:

Effective Date:



MEMORANDUM

Ordinance 26-11 An Ordinance of the City Council of Homer, Alaska Amending the Official Road Maintenance Map of the City of Homer by Adding 820 Lineal Feet (.155 Miles) of Urban Road on Fairview Avenue West.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and City Council
Date: January 14, 2026
From: Jean Arno, PW Inspector
Through: Daniel Kort, Public Works Director
Melissa Jacobsen, City Manager

As part of Construction Agreements, road improvements were constructed for the Terra Bella Subdivision, Fairview Avenue West. This road improvement was finished in 2023 and this department has inspected and approved the construction. Further, the warranty period for this road has expired without requiring remedial work, beyond normal wear and tear.

The road improvement is:
Terra Bella Subdivision

1. Fairview Avenue West - 820 lineal feet (gravel with extended shoulder)

This is a total of 820 lineal feet (0.155 miles)

In accordance with Ordinance 85-13, Section 11.20.090, and Section 11.20.100, this Department requests that the City Council formally accept the street improvement for operation and maintenance. Upon the Council's approval, please add the additional .155 miles of road to the Official City Road Maintenance Map for year-round maintenance.

See attached map for location.

Fiscal Note - Annual maintenance costs for this improvement are estimated to be \$8,200

Terra Bella Subdivision

Fairview Avenue West
820 L.F.



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

3 City Manager
4 Public Works Director

5 **ORDINANCE 26-11**

6
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
8 AMENDING THE OFFICIAL ROAD MAINTENANCE MAP OF THE CITY
9 OF HOMER BY ADDING 820 LINEAL FEET (.155 MILES) OF URBAN
10 ROAD ON FAIRVIEW AVENUE WEST.

11
12 WHEREAS, The City of Homer has determined that it is necessary to provide minimum
13 standards to regulate design and construction of public streets, roads, and highways within
14 the City of Homer; and

15
16 WHEREAS, HCC 11.20.090 provides that the City Public Works Inspector must conduct
17 an inspection to determine if the project is complete, has been completed in accordance with
18 the contract documents, and the contractor has fulfilled all of their obligations; and

19
20 WHEREAS, HCC 11.20.100 provides that after the City Public Works Inspector is satisfied
21 that the improvements are 100 percent complete and acceptable, a recommendation for
22 project approval and acceptance for maintenance shall be forwarded to City Council; and

23
24 WHEREAS, HCC 11.04.055 provides that the City shall not accept maintenance
25 responsibility for any road or street which is not constructed or reconstructed to the adopted
26 standards unless the road is shown on the Official Road Maintenance Map; and

27
28 WHEREAS, An additional 820 lineal feet, or .155 miles have been duly inspected,
29 reviewed, and approved by the Department of Public Works and recommended for acceptance
30 by the City of Homer as Urban Road.

31
32 NOW, THEREFORE, The City of Homer Ordains:

33
34 Section 1: Section 11.04.055 Official Road Maintenance Map adopted is hereby
35 amended per provisions of sections (a) through (e) to include the following additional street as
36 Urban Road by the City of Homer on the New Official Road Maintenance Map.

37
38

<u>Subdivision</u>	<u>Roadway Name</u>	<u>Lineal Feet</u>	<u>Mile</u>	<u>Class</u>
Terra Bella Subdivision	Fairview Avenue West	820	.155	Urban

39
40
41 Section 2: This is a non-code ordinance and of a permanent nature.
42

43 ENACTED BY THE CITY COUNCIL OF THE CITY OF HOMER THIS __ day of _____, 2026

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CITY OF HOMER

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RACHEL LORD, MAYOR

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51 ATTEST:

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AMY WOODRUFF, CITY CLERK

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57 YES:

58 NO:

59 ABSTAIN:

60 ABSENT:

61

62 First Reading:

63 Public Hearing:

64 Second Reading:

65 Effective Date:



MEMORANDUM

CC-26-026

Resolution 26-008, A Resolution of the City Council of Homer, Alaska, Authorizing the Staff of the Homer Public Library to Apply for a Public Libraries Assistance Grant (PLAG) from the State of Alaska, in the Amount of \$7,000.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: January 22, 2026
From: Dave Berry, Library Director
Through: Melissa Jacobsen, City Manager

BACKGROUND:

The library has received the **Public Libraries Assistance Grant (PLAG)** every year for decades. As is the usual practice, we intend to apply for it again for fiscal year 2027. As of today, I believe the grant amount will be \$7,000.

The State of Alaska provides this annual grant to nearly all public libraries in the state. We use it for purchasing materials.

RECOMMENDATION:

Approve the resolution.

**CITY OF HOMER
HOMER, ALASKA**

City Manager/Library Director

RESOLUTION 26-008

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
AUTHORIZING THE STAFF OF THE HOMER PUBLIC LIBRARY TO
APPLY FOR A PUBLIC LIBRARIES ASSISTANCE GRANT (PLAG)
FROM THE STATE OF ALASKA, IN THE AMOUNT OF \$7,000.

WHEREAS, The Homer Public Library has received the Public Libraries Assistance Grant (PLAG) annually for decades; and

WHEREAS, This grant supports the mission of the library by funding purchases of materials for circulation; and

WHEREAS, The State of Alaska has indicated the grant will be funded in fiscal year 2027 in the amount of \$7,000.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, hereby authorizes the staff of the Homer Public Library to apply for the Public Libraries Assistance Grant for fiscal year 2027.

PASSED AND ADOPTED by the Homer City Council this 26th day of January, 2026.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

AMY WOODRUFF, CITY CLERK

Fiscal note: N/A



MEMORANDUM

CC-26-027

Resolution 26-009, a Resolution of the City Council of Homer, Alaska Supporting the Recertification of the Prince William Sound Regional Citizens' Advisory Council by the United States Coast Guard Through PWSRCAC Recertification Docket USCG-2026-0070 As the Regional Citizens' Advisory Council for Prince William Sound and Entities affected by the Exxon Valdez Oil Spill.

Item Type: Backup Memorandum, Action Memorandum, or Informational Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: January 15, 2026
From: Councilmember Aderhold

BACKGROUND:

The Prince William Sound Regional Citizens' Advisory Council (PWSRCAC) was established as one of two RCACs mandated in the Oil Pollution Act of 1990 (OPA 90); the other is Cook Inlet RCAC. The City of Homer is a member and has board representation of both Councils. The US Coast Guard (USCG) reviews the certification of both organizations annually, and during each third-year review, USCG seeks public comment along with a more extensive application process. **Comments on PWSRCAC's review are due on February 15, 2026.** Typically, there is an online portal for public comment, but it has been delayed this year. Comments should be emailed to:

LT Case Kuikhoven at case.a.kuikhoven@uscg.mil and copied to brooke.taylor@pwsrcac.org.

Robert Archibald, the City of Homer's representative on the PWSRCAC Board and the Board's current President, can provide information to the city regarding the opening of the online comment portal.

PWSRCAC provides critical public and transparent oversight of the Valdez Marine Terminal and shipping route and tankers that transit Prince William Sound. The resolution of support includes just a few of their many functions and activities. I believe that is important for the City of Homer to continue to support the work of PWSRCAC.

**CITY OF HOMER
HOMER, ALASKA**

Aderhold

RESOLUTION 26-009

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, SUPPORTING THE RECERTIFICATION OF THE PRINCE WILLIAM SOUND REGIONAL CITIZENS' ADVISORY COUNCIL BY THE UNITED STATES COAST GUARD THROUGH PWSRCAC RECERTIFICATION DOCKET USCG-2026-0070 AS THE REGIONAL CITIZENS' ADVISORY COUNCIL FOR PRINCE WILLIAM SOUND AND ENTITIES AFFECTED BY THE EXXON VALDEZ OIL SPILL

WHEREAS, The Prince William Sound Regional Citizens' Advisory Council (PWSRCAC) was created in 1989, and has since maintained its certification through the United States Coast Guard (USCG) as mandated by the Oil Pollution Act of 1990 (OPA 90); and

WHEREAS, USCG requires the recertification of a Regional Citizens' Advisory Council for Prince William Sound annually with the third-year recertification requiring comments from the public; and

WHEREAS, Comments on PWSRCAC's recertification are due to LT Case Kuikhoven by February 15, 2026, through PWSRCAC Recertification Docket USCG-2026-0070; and

WHEREAS, PWSRCAC has worked diligently for the past 35 years to fulfill its mission: Citizens promoting the environmentally safe operation of the Alyeska terminal and associated tankers; and

WHEREAS, PWSRCAC works with industry and regulators to ensure response readiness, evaluate risks, and propose solutions; and

WHEREAS, The City of Homer, Alaska, has been a member entity of the PWSRCAC since its creation; and

WHEREAS, The City of Homer and its residents experienced the effects of the *Exxon Valdez* oil spill; and

WHEREAS, In recent years, PWSRCAC has voiced support for the National Oceanic and Atmospheric Admonition's (NOAA's) National Data Buoy Center to receive additional funding for timely repairs to Seal Rocks (Station 46061) and the other important weather buoys in the Gulf of Alaska because wind and wave data from the Seal Rocks buoy is the primary source of

42 information that the USCG uses to make critical navigation safety decisions for outbound
43 laden oil tankers; and

44
45 WHEREAS, PWSRCAC staff provided support and were invited to give testimony at
46 Alaska Legislature committee hearings for a joint resolution to urge the U.S. Congress and
47 NOAA to address outages of their weather stations, the joint resolution passed in spring 2025,
48 and as of June 2025, the Seal Rocks buoy and others in the region were repaired or replaced,
49 and are working properly; and

50
51 WHEREAS, PWSRCAC participated in a workgroup that helped develop a legislative
52 solution to allow the current fleet of vessels contracted by Alyeska's Ship Escort Response
53 Vessel System (SERVS) to remain in their spill prevention and response system, a legislative
54 solution that was included in the new National Defense Authorization Act passed by Congress
55 in 2025; and

56
57 WHEREAS, One of the most important lessons from the Exxon Valdez oil spill was that
58 local fishing crews not only help with a quick response, but also provide important local
59 knowledge and skills; The SERVS contracted fishing vessel program forms the backbone of the
60 oil spill response system in Prince William Sound; and if another real event were to occur,
61 Alaska's fishing crews are ready to respond; and

62
63 WHEREAS, PWSRCAC continues its Long-Term Environmental Monitoring Program,
64 initiated in 1993, to monitor hydrocarbons pollution and impacts in the Exxon Valdez oil spill
65 region; in 2024, a pilot study identified 23 metals found in sediments near two monitoring sites
66 in Port Valdez, and noted that sediments near the terminal held higher amounts of metals than
67 the reference site at Gold Creek, results indicate that further investigation is needed;

68
69 WHEREAS, PWSRCAC also supports citizen-based monitoring efforts for marine invasive
70 species that may be introduced in ballast water or on the hulls of tankers arriving at the Valdez
71 Marine Terminal; in September 2024, they released a report describing a survey for marine
72 invasive species conducted in 2023, throughout Prince William Sound that detected three
73 species of concern, bringing the total number of invasive benthic marine invertebrate species
74 in the Sound to seven;

75
76 WHEREAS, PWSRCAC has continued its work monitoring sensitive species in Prince
77 William Sound that may be impacted and could use additional protection during an oil spill
78 response; in 2024, they released a report that combined 14 years of data showing areas where
79 marine birds tend to gather in the spring, and in 2025, they released a report on marine bird
80 and mammal surveys conducted in September and November 2024, in and around the tanker
81 escort zone and the terminal that was the first of four proposed years of surveys during the fall
82 and early winter; data from spring and fall surveys have been incorporated into NOAA's online

83 spill response planning tool, the Environmental Response Management Application that will
84 assist oil spill response decision makers during incidents; and

85
86 WHEREAS, PWSRCAC devotes considerable effort to monitoring drills, exercises, and
87 training events, as well as the responses to actual incidents, which fortunately are relatively
88 rare in Prince William Sound; staff often participate as members of drill planning teams along
89 with the Alaska Department of Environmental Conservation, USCG, and industry and drill
90 monitoring reports are prepared by staff and contractors; and when significant spills occur,
91 PWSRCAC staff, Board members, and volunteers work with Alyeska staff to understand why
92 they occurred and how Alyeska would prevent similar incidents in the future; and

93
94 WHEREAS, As part of their OPA 90 mandate, PWSRCAC reviews and comments on
95 changes to oil spill prevention and response plans that cover the Valdez Marine Terminal and
96 tankers that transit Prince William Sound; participates in a workgroup consisting of industry,
97 regulators, and stakeholders, which meets on a quarterly basis to discuss conditions of
98 approval and advocate for improvements to the terminal plan; and participates in drill and
99 exercise design teams with industry and regulators that test response readiness; and

100
101 WHEREAS, In 2023, PWSRCAC released a report titled “Assessment of Risks and Safety
102 Culture at Alyeska’s Valdez Marine Terminal,” which was initiated in response to safety
103 concerns brought to them by current and former Alyeska employees; the report found
104 unacceptable safety risks at the terminal, and since that time, the Council has been monitoring
105 the actions taken by Alyeska to improve the work culture and more effectively promote a
106 culture of safety; though many of the safety issues have been addressed by Alyeska since the
107 report was released, PWSRCAC continues monitoring recent loss of key staff with extensive
108 institutional knowledge, unaddressed gaps in regulatory oversight and monitoring, and
109 continued reports from employees concerned about safety issues; and

110
111 WHEREAS, This resolution outlines only a few of the many valuable services provided
112 by PWSRCAC to the residents of Prince William Sound and Gulf of Alaska communities
113 downstream from the terminal and tanker route; and

114
115 WHEREAS, PWSRCAC has proven to be critically important in the continued
116 environmentally safe operation of the Valdez Marine Terminal and its associated tankers and
117 is becoming ever more important as facilities and equipment age.

118
119 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, supports
120 the recertification of PWSRCAC by the USCG through PWSRCAC Recertification Docket USCG-
121 2026-0700 as the Regional Citizens’ Advisory Council for Prince William Sound and entities
122 affected by the *Exxon Valdez* oil spill.

123

124 PASSED AND ADOPTED BY THE CITY COUNCIL OF HOMER, ALASKA, THIS ____ day of
125 _____, 2026.

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CITY OF HOMER

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RACHEL LORD, MAYOR

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132 ATTEST:

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AMY WOODRUFF, CITY CLERK

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138 YES:

139 NO:

140 ABSENT:

141 ABSTAIN:



MEMORANDUM

CC-26-028

Resolution 26-010, A Resolution of the City Council of Homer, Alaska Requesting the Issuance of a Request for Proposals for Professional Trail Planning and Design of a Loop Trail in the Vicinity of Hornaday Park.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: January 20, 2026
From: Councilmembers Davis and Erickson

RECOMMENDATION:

Resolution 26-010 requests that the City Manager issue an RFP for professional trail planning and design services for a loop trail in the vicinity of Hornaday Park.

We are bringing this forward because the City owns multiple adjacent parcels in this area and, as we saw and heard at our last meeting (first meeting of 2026), there is strong community interest in a connected loop trail that emphasizes scenic experience and a sense of journey. We believe that taking a deliberate planning approach now will help ensure that any future improvements are durable, cost-effective to maintain, and aligned with the character of the area.

The existing informal loop route is approximately one mile in length, including approximately 0.45 mile of already improved trail, 0.45 mile of unimproved paths/game trails, and 0.16 mile of existing campground road, with approximately 370 feet of cumulative elevation change. This route is already being used by city residents; the attached map is intended to provide a clear reference point for understanding the current informal loop route and its three segments.

The resolution proposes a scope consistent with Level 2 or Level 3 trail concepts in the City's Trails Standards Manual. We believe the work will benefit from on-site field review and engagement with local trail users and organizations familiar with the area.

The resolution requests that the selected proposer, to the extent practicable, identify an alignment that avoids wet areas, minimizes erosion risk, and seeks to utilize slopes of less than fifteen percent (15%) where feasible – and which minimizes the need for removal of existing trees and shrubs.

As a practical matter, the amount of engineering planning and work that could be done on this trail is essentially unlimited—particularly on the older switchback road portion, which has been used as a hiking trail for several decades, but could benefit from extensive redesign and reinforcement if money

were no object. The intent of this resolution is to seek an RFP that strikes a sensible balance between thorough professional review, especially of the undeveloped portion of the loop, and the modest size of the City’s trails budget.

Because seasonal vegetation growth can limit efficient site review, we included timing language aimed at allowing site visits and walk-throughs prior to mid-June 2026, to the extent practicable. The intent is to support timely fieldwork during a window when conditions are easier to observe and discuss on the ground.

ATTACHMENTS:

Map showing the route of the current informal loop trail’s three segments.



Blue segment (right/east leg of loop) is “improved trail” - the old switchback road leading up.

Forest green segment (left/west leg of loop) is the “informal” return – the paths and game trails leading down to the campground.

Lime green segment (lower/southern edge of loop) is the existing campground road that returns walkers to the ascent/starting point near the playground.

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

3 Davis/Erickson

4 **RESOLUTION 26-010**

5
6 A RESOLUTION REQUESTING THE ISSUANCE OF A REQUEST FOR
7 PROPOSALS FOR PROFESSIONAL TRAIL PLANNING AND DESIGN
8 SERVICES FOR AN INFORMAL LOOP TRAIL IN THE VICINITY OF
9 HORNADAY PARK.

10
11 WHEREAS, The City of Homer owns multiple adjacent parcels of land in the vicinity of
12 Hornaday Park that present an opportunity for a connected loop trail providing recreational
13 access, scenic views, and improved non-motorized connectivity; and

14
15 WHEREAS, Public input has demonstrated strong community interest in a loop trail
16 concept that prioritizes scenic experience, length of travel, and a sense of journey over
17 shortest-distance or efficiency-based routing; and

18
19 WHEREAS, The City Council wishes to ensure that any future trail development in this
20 area is informed by professional planning that is sensitive to terrain, soils, drainage, erosion
21 risk, environmental impacts, and long-term maintenance costs; and

22
23 WHEREAS, The existing informal loop route is approximately one mile in length,
24 consisting of approximately 0.45 mile of road/trail constructed decades ago that is 8 feet wide
25 with switchbacks and imported materials; approximately 0.45 mile of unimproved footpaths
26 and game trails; and approximately 0.16 mile of road in an existing campground; and involves
27 approximately 370 feet of cumulative elevation change distributed gradually over the loop;
28 and

29
30 WHEREAS, The City's adopted Trails Standards Manual identifies Level 2 and Level 3
31 trails as context-sensitive trail types that emphasize native or lightly improved surfaces,
32 alignment-based drainage, limited excavation, and minimized use of imported materials,
33 making them appropriate where heavy equipment access and intensive construction are
34 impractical; and

35
36 WHEREAS, Effective trail planning for this area will benefit from on-site field review and
37 engagement with local individuals and organizations familiar with the land and existing
38 informal trail use; and

39
40 WHEREAS, The City Council recognizes that successful trail planning and design in this
41 setting requires experience designing trails in Alaska or in environments with comparable
42 terrain, soils, vegetation, climate, and access constraints; and

44 WHEREAS, Seasonal vegetation growth limits the window during which on-the-ground
45 review can be conducted efficiently, and timely issuance of the Request for Proposals will allow
46 the selected contractor to complete site visits and local walk-throughs prior to mid-June 2026,
47 to the extent practicable; and
48

49 WHEREAS, It is desirable for any proposed trail alignment to minimize steep slopes and
50 removal of trees and shrubs where feasible in order to reduce erosion risk, improve long-term
51 sustainability, and support future permitting feasibility.
52

53 NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HOMER,
54 ALASKA that the Council hereby directs the City Manager to issue a request for proposals, in a
55 timely manner, for professional trail planning and design services for the evaluation and
56 design of an informal loop trail in the vicinity of Karen Hornaday Park, with the following
57 direction for inclusion in the RFP:
58

- 59 • Seeking qualifications that include demonstrated experience in trail planning, design,
60 or construction in Alaska or in environments with comparable physical and climatic
61 conditions.
- 62 • The Scope of Work should include:
 - 63 ○ Emphasis on trail concepts consistent with Level 2 and Level 3 trail
64 classifications as defined in the City of Homer Trails Standards Manual.
 - 65 ○ On-site field review of the project area and engagement with local individuals
66 and organizations familiar with the land and existing informal trail use, in order
67 to inform alignment and design recommendations.
 - 68 ○ To the extent practicable, identification of a trail alignment that avoids wet
69 areas, minimizes erosion risk, and seeks to utilize slopes of less than fifteen
70 percent (15%) where feasible. If an alignment meeting this slope objective is not
71 practicable, the proposer should provide recommendations for steps the City
72 could take to facilitate future zoning permit issuance should the City ultimately
73 decide to proceed with formal trail construction.
 - 74 ○ Route selection that minimizes the need for removal of existing trees and
75 shrubs. Pruning and removal of branches to accommodate trail clearance and
76 safety is always appropriate.
 - 77 ○ Completion of on-the-ground review and local walk-throughs to occur prior to
78 mid-June 2026, to the extent practicable, in recognition of seasonal vegetation
79 growth and site accessibility considerations.
 - 80 ○ A presentation to the City Council of the trail planning and design
81

82 BE IT FURTHER RESOLVED, that the City Manager will coordinate a presentation of the
83 trail planning and design products from this RFP as soon as possible following the
84 completion of the project.
85

86 PASSED AND ADOPTED by the Homer City Council this _____th day of _____, 2026.

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99

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

AMY WOODRUFF, CITY CLERK

Fiscal note: Staff time and advertising.

100
101 Fiscal information: Budgeted or unbudgeted. Account No or other where funds are coming
102 from and amounts. Note things such as grant is pending or applied for, funding not defined,
103 etc. Staff and office supply impact. Advertising costs. Associated attorney fees unknown at
104 this time. If the fiscal note is stated in the backup Memorandum it's okay to say: Fiscal Note:
105 See Memorandum #-#.
106

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

3 City Manager/Port Director

4 **RESOLUTION 26-011**

5
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
7 SUPPORTING FULL FUNDING IN THE AMOUNT OF \$18,186,535
8 FOR THE STATE OF ALASKA MUNICIPAL HARBOR FACILITY GRANT
9 PROGRAM IN THE FY 2027 STATE CAPITAL BUDGET.

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

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

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

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

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

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

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

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

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

45
46 WHEREAS, The municipalities of Anchorage, Kake, Kodiak, Petersburg, Unalaska, and
47 Wrangell have committed to contribute half of their project cost in local match funding for
48 FY2027 towards harbor projects of significant importance locally as required in the Harbor
49 Facility Grant Program; and

50
51 WHEREAS, During the last seventeen years the Municipal Harbor Facility Grant Program
52 has only been fully funded twice; and

53
54 WHEREAS, A survey done by the Alaska Municipal League of Alaska’s ports and harbors
55 found that from the respondents, the backlog of projects necessary to repair and replace
56 former State-owned harbors has increased to at least \$500,000,000; and

57
58 WHEREAS, Given that Alaska is a maritime state and that our harbors are foundational
59 to both our way of life and the economy of this great State it is in the public’s best interest to
60 maintain this critical infrastructure by using State, Local and Federal funds to recapitalize the
61 crucial harbor moorage infrastructure statewide..

62
63 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska hereby urges
64 full funding by the Governor and the Alaska Legislature for the State of Alaska’s Municipal
65 Harbor Facility Grant Program in the FY2027 State Capital Budget in order to ensure enhanced
66 safety and economic prosperity among Alaskan coastal communities.

67
68
69 PASSED AND ADOPTED by the Homer City Council this _____th day of January, 2026.

70
71 _____
72 RACHEL LORD, MAYOR

73
74 ATTEST:

75
76 _____
77 AMY WOODRUFF, CITY CLERK

78
79 Fiscal Note:
80



MEMORANDUM

CC-26-029

Ordinance 25-71(S)(A), An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 11.04.050, Master Roads and Street Plans-Adopted, and 11.04.060 Geometric Design Requirements.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: January 22, 2026
From: Amy Woodruff, City Clerk
Through: Melissa Jacobsen, City Manager

BACKGROUND:

Councilmember Erickson requested a ‘clean’ copy of the code edits proposed to code by Ordinance 25-71(S)(A). The ordinance must reflect all amendments and substitutions, so a copy of the code as it would appear after proposed amendments and substitutions are passed is provided as an attachment to this memo.

ATTACHMENTS:

Clean copy of proposed edits to code.

11.04.050 Master Roads and Streets Plan – Adopted.

- a. The City hereby adopts the functional classification system, Master Plan map, and preliminary plans and profiles of future streets contained in the Master Roads and Streets Plan.
- b. In all new subdivisions, excepting those specifically exempted in Chapter 22.10 HCC, the subdivider shall be required to dedicate street rights-of-way designated as arterials or collectors on the Master Roads and Streets Plan map, in general agreement with the location and geometrics outlined on the map and, if preliminary engineering plans have been prepared, in general accordance with the route layout specified therein. The Planning Commission may require adjustments to the proposed plat at the preliminary platting stage if it finds that such geometrics and alignments are not adhered to.
- c. If a development includes a segment of an arterial or collector street as shown on the Master Plan, the developer shall construct the streets on the alignment adopted in the Master Roads and Streets Plan, and according to the geometric requirements (maximum grade, curvature, and intersection grade, and minimum intersection curb return radius) conforming to the respective classification. The developer, in such case, shall be required to construct the street in accordance with the table in 11.04.060(f); provided, however, that the City may, upon direction of the City Council, elect to require construction to the full standards and pay to the developer the cost difference between the required street and the proposed street.
- d. The City Council shall be empowered to designate additional routes as arterials and collectors beyond those adopted on the Master Plan map.

11.04.058 Design Criteria Manual – Adopted.

The City of Homer adopts by reference the “Design Criteria Manual for Streets and Storm Drainage,” dated April 1985 and revised February 1987. The “Design Criteria Manual” shall augment the standards of this chapter and shall govern site reconnaissance, survey and soils and design for streets and storm drains.

11.04.060 Geometric design requirements.

The following design criteria shall be adhered to on all street construction within the City:

- a. Street Alignment. The street construction shall coincide with the right-of-way centerline unless otherwise approved by the City.
- b. Street Design. Streets shall be designed to meet the following objectives:
 - 1. To drain adjacent property where possible;
 - 2. To match existing driveways where possible, and in all cases to match existing cross-street grades;
 - 3. To minimize cross-street or driveway grades;
 - 4. To provide drainage of roadways;
 - 5. To facilitate continuity of natural drainage patterns if storm drains are not incorporated in accordance with the Drainage Management Plan.

c. Grade and Curvature Maxima. The following design limitations shall apply to grades and curvature according to the street’s functional classification:

Classification	Maximum Grade (%)	Short Distance (Less Than 500') Maximum Grade (%)	Maximum Grade on Curve (%)	Minimum Curve Radius (feet)*
Major arterial	6	8	6	700
Minor arterial	8	10	6	600
Collector, comm./indus.	8	12	6	500
Local, comm./indus.	8	12	6	500
Collector, res.	10	12	8	500**
Local, res.	10	12	8	150**

* Radius shall be measured to right-of-way centerline.

** In hilly terrain (as defined by the Design Criteria Manual), the minimum curve radius for residential collector streets may be reduced to 275 feet, and the minimum curve for local residential streets may be reduced to 120 feet, upon approval of the City Public Works Engineer.

d. Traffic Forecast. Street design criteria (e.g., pavement thickness, roadway widths, etc.) shall be based on 20-year traffic forecasts as approved by the City. Forecasts for local streets shall be based on estimated trip generation, such estimates to be obtained on per-unit basis from the Design Criteria Manual and standard texts and calculated by the design engineer for the given land-use intensity and type.

e. Cul-de-Sacs. Cul-de-sacs must not be longer than 600 feet and must have turnaround, with a minimum radius to outer edge of pavement or shoulder of 38 feet.

f. Width. Right-of-way, traveled way, and shoulder width standards for City streets shall be as follows:

Functional Class or Type	Right-of-Way Width (feet)	Traveled Way Width (feet)	Shoulder Width, Each Side (feet)*
Arterial, major	100	20-36	4-8
Arterial, minor	100	20-24	4-6
Collector, comm./indus.	80	20-22	4
Collector, res.	80	20	4-5
Local, comm./indus.	60	20-22	4-5
Local, res., gravel road/street	60	20	3-5
Local, res., paved road/street	60	20	4
Cul-de-sac turn-around radius	50 (radius)	38 (radius)	2

* Shoulder width on the side of the road with the pedestrian facility should be minimized on roads with curb and gutter and/or adjacent paths of travel (sidewalks or Multi-Use Paths).

g. The right-of-way width standards of subsection (f) of this section shall constitute dedication requirements for subdivisions for respective street classification. Subdividers and developers shall be

required to construct roadways to the width specified for local residential streets, regardless of the street classification.

h. Construction or reconstruction of existing streets in preexisting platted rights-of-way narrower than those defined in subsection (f) of this section shall require dedication of a sufficient construction and maintenance easement on each side of the road to allow the roadway to be constructed in accordance with Chapter 11.20 HCC and the City of Homer Design Criteria Manual.

i. Other design criteria shall be as specified in the City of Homer “Design Criteria Manual for Streets and Storm Drainage.” Further explanation and elaboration of the requirements in subsections (c) through (f) of this section is also set forth in the Design Criteria Manual.

DRAFT



MEMORANDUM

Ordinance 25-71(S), An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 11.04.050, Master Roads and Street Plans-Adopted, and 11.04.060 Geometric Design Requirements.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: January 8, 2026
From: Melissa Jacobsen, City Manager

Background: Ordinance 25-71 proposes amendments to Homer City Code section 11.04 that address lane widths. Public Works Director Kort, City Engineer Galbraith and I have collaborated on this informational memo to offer information to consider at the January 12th work session and regular meeting.

Discussion: Documents used in designing streets, sidewalks, and storm drainage include:

- **HCC 11.04.** The intent of the chapter is to promote the safety, convenience, comfort, and common welfare of the public by providing for minimum standards to regulate design and construction of public streets, roads, and highways within the City; and minimize public liability for publicly and privately developed improvements by ensuring that roads and streets will be built to City standards.
- **Design Criteria Manual (DCM).** This document's formal name in code is the Design Criteria Manual for Streets and Storm Drainage, shortened to the DCM. It is called for in chapter 11.04 and it is intended to provide rules for site review, surveying, soil evaluation, and the design of streets and storm drainage systems. The manual is a guidance document that is a "suggestion for design". The DCM is also called out in HCC 22.10 Subdivision Improvements to guide the surveyor and subdivider requirements to dedicate street rights-of-way according to the standards and specifications of chapter 11.04 and the DCM.
- **Standard Construction Specifications (SCS).** The purpose of this document is to provide consistency in the design of infrastructure; consistency in materials of construction; and consistency in methods of construction in order to provide the best and consistent finished roads, sewer collection system, and water distribution system to the City. This further ensures that all public infrastructure projects are competitively procured and are designed, built, and inspected consistently, safely, and to an acceptable quality level. In practical terms, it serves as the city's rulebook for construction.
- **Collector.** A street which collects traffic from local streets and/or relatively large traffic generators, and channels it into the arterial system, and is identified as a "commercial/industrial collector" or is a "residential collector" in the Homer Master Roads and Streets Plan. (A "commercial/industrial collector" is a collector located in a commercial or industrial zoning district, while a "residential collector" is a collector located in a residential district.) (HCC 11.04.030)

- **Right-of-way (ROW).** Land, property, or interest therein, usually in a strip, acquired for or dedicated to the public for transportation purposes. (HCC 11.04.030) *Note: public utilities are also considered in the right-of-way.*
- **Traveled way.** The “traveled way” means that portion of the roadway reserved for the movement of vehicles, exclusive of shoulders. (HCC 11.04.030)
- **American Association of State Highway and Transportation Officials (AASHTO).** A nonprofit, nonpartisan association representing highway and transportation departments in the 50 states, the District of Columbia, and Puerto Rico. Its primary goal is to foster the development, operation, and maintenance of an integrated national transportation system. AASHTO is referenced in the SCS.
- **National Association of City Transportation Officials (NACTO).** An association of North American cities and transit agencies formed to exchange transportation ideas, insights, and practices and cooperatively approach national transportation issues. They are a collaborative network of 100+ cities and transit agencies, focused on urban, dense environments.

Roadway and street design requires a professional engineer to consider many factors when determining final alignment, width, and configuration. Each roadway, street, and stormwater design in Homer is unique due to differences in location, density, functional classification, and topography. A one-size-fits-all approach creates challenges, as roadway type and intended use must be considered to achieve safe and functional designs.

During the planning and development of roads, sidewalks, and stormwater facilities, design engineers rely on applicable sections of City Code, the DCM, the SCS, other relevant guidance documents, and public input. Because every situation is unique, engineers use professional judgment to design facilities that closely align with adopted standards and manuals while responding to site-specific constraints.

Regardless of the age of the current DCM, the City has been implementing traffic calming measures on all recent street design projects. A current example is the Ohlson and Bunnell project, which incorporates 10- and 11-foot travel lanes, curb bulb-outs, speed humps, and 8-foot-wide on-street parallel parking within a narrow and challenging right-of-way. Observing the performance of these design elements over one to two years, along with community acceptance, will be valuable as the City considers broader policy development related to traffic calming.

Staff recognize the Council Sponsors’ desire to promote narrower driving lanes, particularly in residential areas. Council is encouraged to consider the importance of not limiting the overall paved/asphalt/gravel width, so that newly constructed roads can accommodate stormwater infrastructure, utilities, maintenance operations, non-motorized amenities, and future growth. Painted striping can be adjusted to narrow travel lanes more easily than expanding a roadway after construction.

Staff input on Ordinance 25-71(S)

Line 51-60- Amends HCC 11.04.050(c) - If a development includes a segment of an arterial or collector street as shown on the Master Plan, the developer shall construct the streets on the alignment adopted in the Master Roads and Streets Plan, and according to the geometric requirements (maximum grade, curvature, and intersection grade, and minimum intersection curb return radius) conforming to the respective

classification. The developer, in such case, shall be required to construct the street to a 28-foot width **20-foot maximum traveled way width (with 10-foot maximum lanes and up to 4' shoulders if needed to accommodate bike/pedestrian facilities)**, in accordance with the minimum requirements of a local residential street; provided, however, that the City may, upon direction of the City Council, elect to require construction to the full standards and pay to the developer the cost difference between the required street and the proposed street.

- **Staff Comment:** This section of code appears to conflict with other areas of 11.04.050, with or without striking the 28-foot width because it directs that all roads shall be required to be constructed in accordance with the minimum requirements of a local residential street.

A proposed amendment is to strike to a 28-foot width in accordance with the minimum requirements of a local residential street and replace it with **in accordance with the table in 11.04.060(f)**;

Line 103-105- Amends HCC 11.04.060(f) Width. Right-of-way, traveled way, and shoulder width standards for City streets shall, at ~~minimum~~ **maximum**, be as follows **to prevent oversizing and promote safety; individual travel lanes shall not exceed 10 ft, or 11 ft on designated truck routes:**

- **Staff Comment:** Currently there aren't designated truck routes within the City and the amendment as written appear to conflict with the ranges in the chart. It may be clearer to remove reference to minimums, maximums and lane size reference and direct readers to the chart in section f.

A proposed amendment is to have it read HCC 11.04.060(f) Width. Right-of-way, traveled way, and shoulder-width standards for City streets shall be as follows:

Chart in section f.

Functional Class or Type	Right-of-Way Width (feet)	Traveled Way Width (feet)	Shoulder Width, Each Side (feet)*
Arterial, major	100	36 20-36	4-8
Arterial, minor	100	26 20-24	4-6
Collector, comm./indus.	80	26 20-22	4
Collector, res.	80	26 20	4-5
Local, comm./indus.	60	22 20-22	3-4-5
Local, res., gravel road/street	60	26 20	0 3-5
Local, res., paved road/street	60	26 20	4
Cul-de-sac turn-around radius	50 (radius)	38 (radius)	2

* Shoulder width reductions may be allowed **should be minimized on roads with curb and gutter and/or adjacent paths of travel (sidewalks or Multi-Use Paths).**

- **Staff comment:** Public Works is more agreeable with the range of widths and appreciates the sponsors proposing the consideration. Their preference remains to retain all the traveled way widths

as currently listed in code to ensure adequate paving for future needs and to accommodate the City's road maintenance equipment, and then to address driving lane widths through road striping.

In addition to road paving equipment, also consider that limiting certain roads to 20-foot travel way/10-foot driving lanes on residential collector streets could hinder movement of larger delivery vehicles such as fuel oil delivery, drinking water delivery, trash collection, as well as residential construction equipment and supplies. There are residents who haven't been connected to natural gas or don't have access to city water and have it delivered, and construction is ongoing within the city limits.

Regarding the amended to the asterisk language, in Public Works' opinion the language regarding shoulder width should remain as currently written in HCC. Their concern is allowing reduction in the shoulder width leaves the design engineer limited options for including a bike lane, which pushes bicyclists into the street or a sidewalk.

Line 111-114- Amends HCC 11.04.060(g) The right-of-way width standards of subsection (f) of this section shall constitute ~~minimum~~ dedication requirements for subdivisions for respective street classification. Subdividers and developers shall be required to construct roadways to the width specified for local residential streets, regardless of the street classification.

No staff comments regarding this change.

Staff is interested in clarification whether it's the intention of this ordinance to implement the new design standards on existing roads? If so, it will be necessary to scrub existing lines and paint a double yellow centerline and white, and funding will be needed to accomplish the task.

Recommendation: Consider staff's input in discussion and decision regarding the adoption of Ordinance 25-71 or 25-71(S).



MEMORANDUM

An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 11.04.050, Master Roads and Street Plans-Adopted, 11.04.058, Design Criteria Manual-Adopted, and 11.04.060 Geometric Design Requirements.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and City Council
Date: November 13, 2025
From: Councilmembers Jason Davis & Brad Parsons

Issue: The purpose of this memorandum is to provide background and recommend adoption of Ordinance 25-71, which establishes maximum lane widths of 10 feet on residential streets and collectors to enhance safety and promote consistency.

Ordinance 25-71 amends HCC 11.04.050, 11.04.058, and 11.04.060 to establish maximum lane widths of 10 feet on residential streets and collectors. This measure represents a targeted, prudent step toward enhancing traffic safety and calming in our community, aligning with modern best practices from the National Association of City Transportation Officials (NACTO).

As Public Works emphasized in our October 28 council meeting, the current minimum lane widths in the Design Criteria Manual have so far been treated not as binding mandates but as general guidelines.

This flexibility is evident in our existing street network: many streets, such as Soundview, Mountain View, Fairview, and Bunnell, already feature safe and effective 10-foot lanes. However, others vary widely, with 11-foot lanes on streets like Hohe, Svedlund, and Ben Walters; 12-foot lanes on Greatland, Poopdeck, and much of Main; and even 13.5- to 14-foot lanes on Heath. These inconsistencies highlight the need for clearer guidance to promote uniformity and safety.

Even if lane widths specified in code are not binding, developers must begin their designs somewhere, and relying on our present outdated, overly wide, highway-based minimums as the City's preferred starting point for neighborhood streets and connectors is imprudent. Wide lanes encourage higher speeds, increase crash risks, and undermine pedestrian and cyclist safety—issues that NACTO guidelines address by recommending narrower lanes to calm traffic and reallocate space for multi-modal uses.

This ordinance provides the Council with a timely opportunity to adjust the City's preferred street widths downward, ensuring future developments prioritize safety even before we are able to

complete the gargantuan project of overhauling the entire design manual. We urge its adoption to foster a more consistent, livable, and secure transportation network for all Homer residents.

Attached are excerpts and links to source materials informing Ordinance 25-71, including NACTO's chapter detailing Lane Width guidelines. Also included is a spreadsheet entitled "City of Homer Road Width Notes" that includes measurements conducted in Fall 2025 by Councilmembers Parsons and Davis. The spreadsheet also includes data points from AK DOT to contextualize design speed, traffic volume, and current lane width dimensions. AK DOT data can be found at:

<https://alaskatrafficdata.drakewell.com/publicmultinodemap.asp>

NACTO, "Urban Street Design Guide." National Association of Transportation Officials. Island Press, Washington, 2013. <https://nacto.org/publication/urban-street-design-guide/>

Hamidi, S, and R. Ewing. *A National Investigation on the Impacts of Lane Width on Traffic Safety.* Johns Hopkins Bloomberg School of Public Health, November 2023: 3. <https://narrowlanes.americanhealth.jhu.edu/>

"Chapter 5 - Roadway Design: Complete Streets," Iowa Statewide Urban Design and Specifications, Iowa State University Institute for Transportation, Revised: 2024 Edition. <https://www.iowasudas.org/manuals/design-manual/>

AASHTO, *A Policy on Geometric Design of Highways and Streets*, American Association of State Highway and Transportation Officials, 2018 7th Edition. <https://www.fhwa.dot.gov/programadmin/standards.cfm>

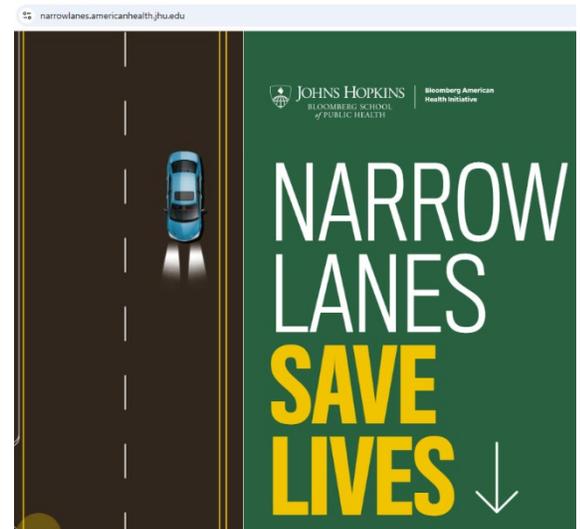
An Interactive Website link summarizing the Johns Hopkins Bloomberg School of Public Health study. <https://narrowlanes.americanhealth.jhu.edu/>

Public Works and Community Development comments:

In order to implement this new design direction, it will be necessary to paint a double yellow centerline and white outside edge lane line on all city streets to delineate the 10' wide lane (also referred to as the traveled way). There will still be a need for 4-foot-wide paved shoulders on both sides of the traveled way. This means any new collector and local roadways constructed in the city should ideally be built with a 28-foot-wide paved surface if the site conditions allow for that full width. If this direction changes in the future, we would still be able to re stripe the roadway to the more customary 11 or 12 foot lanes (traveled way) and still have a modest paved shoulder present to prevent wheel drop off the pavement.

Recommendation:

Adopt ordinance amending HCC 11.04



Lane Width Informational Materials

From NACTO, “Urban Street Design Guide.” National Association of Transportation Officials. Island Press, Washington, 2013.

<https://nacto.org/publication/urban-street-design-guide/>

“Lane widths of 10 feet are appropriate in urban areas and have a positive impact on a street’s safety without impacting traffic operations. For dedicated truck and transit routes, one travel of 11 feet may be used in each direction.” (p34)

“Research has shown that narrower lane widths can effectively manage speeds without decreasing safety and that wider lanes do not correlate to safer streets. “Moreover, wider travel lanes also increase exposure and crossing distance for pedestrians at intersections and midblock crossings.” (p34)

“Lane width should be considered in the overall assemblage of the street. Travel lane widths of 10 feet generally provide adequate safety in urban settings while discouraging speeding.” (p35)

From Hamidi, S, and R. Ewing. *A National Investigation on the Impacts of Lane Width on Traffic Safety*. Johns Hopkins Bloomberg School of Public Health, November 2023: 3.
<https://narrowlanes.americanhealth.jhu.edu/report/JHU-2023-Narrowing-Travel-LanesReport.pdf>.

“The most immediate candidates for lane width reduction projects are street sections with lane widths of 11 feet, 12 feet, or 13 feet in urban street in the class of 20—25 mph and 30—35 mph that do not serve a transit or freight corridor.” (p5)

“More specifically, of these candidates, those that have lower traffic volume (AADT), no or small proportion of on-street parking, low degrees of street curvature, fewer numbers of lanes, and with no travelable (raised) median are the best candidates for the lane width reduction projects, according to our study.” (p5)

From “Chapter 5 - Roadway Design: Complete Streets,” Iowa Statewide Urban Design and Specifications, Iowa State University Institute for Transportation, Revised: 2024 Edition. <https://www.iowasudas.org/manuals/design-manual/>

“Lane Width: The AASHTO Green Book provides for lane widths from 9 to 12 feet wide. Narrower lanes force drivers to operate their vehicles closer to each other than they would

normally desire and reduce overall speeds. The lane widths selected are subject to professional engineering judgment as well as applicable design standards and design criteria. The width of traffic lanes sends a specific message about the type of vehicles expected on the street, as well as indicating how fast drivers should travel.” (p10)

“Collector and arterial streets in the urban and rural town context may have lane widths between 10 to 12 feet wide. Lane widths of 10 feet may be used where truck and bus volumes are relatively low and speeds are less than 35 mph. Collector street speeds should not exceed 35 mph. At least one 11 foot lane in each direction may be appropriate for streets where there is a heavy volume of truck traffic or buses.” (p10)

“Lane widths for local streets in urban and rural town areas should be 10 feet, except in industrial areas, which should be 11 to 12 feet due to the larger volume of trucks expected with that land use. Local streets can have lane widths of 9 feet in residential areas where the available right-of-way imposes limitations. For low volume local residential streets, two free flowing lanes are generally not required. This creates a yield situation when two vehicles meet.” (p11)

“It was previously thought lanes less than 12 feet could reduce traffic flows and capacity. New research has shown lane widths of 10 feet do not reduce capacity and the Highway Capacity Manual has eliminated capacity adjustments for lane widths between 10 and 13 feet. In addition, NCHRP 330 Effective Utilization of Street Width on Urban Arterials found the use of 10 feet lanes has resulted in lower or unchanged crash rates.” (p11)

From AASHTO, A Policy on Geometric Design of Highways and Streets, American Association of State Highway and Transportation Officials, 2018 7th Edition.

“On lower-speed facilities, use of above-minimum design criteria may encourage travel at speeds higher than the design speed” (2.3.6.3 Design Speed)

“The target design speed is the highest speed at which vehicles should operate on a thoroughfare in a specific context, consistent with the level of multimodal activity generated by adjacent land uses, to provide both mobility for motor vehicles and a desirable environment for pedestrians, bicyclists, and public transit users.” (2.3.6.3 Design Speed)

6.2.2.1 Width of Roadway

“For paved roadways, the minimum roadway width is the sum of the traveled way and shoulder widths shown in Table 6-5...”

Table 6-5. Minimum Width of Traveled Way and Shoulders

U.S. Customary				Metric			
Design Speed (mph)	Minimum Width of Traveled Way (ft) for Specified Design Volume (veh/day)			Design Speed (km/h)	Minimum Width of Traveled Way (m) for Specified Design Volume (veh/day)		
	under 400	400 to 2000	over 2000		Under 400	400 to 2000	over 2000
20	20 ^a	20	22	30	6.0 ^a	6.0	6.6
25	20 ^a	20	22	40	6.0 ^a	6.0	6.6
30	20 ^a	20	22	50	6.0 ^a	6.0	6.6
35	20 ^a	22	22	60	6.0 ^a	6.6	6.6
40	20 ^a	22	22	70	6.0	6.6	6.6
45	20	22	22	80	6.0	6.6	6.6
50	20	22	22	90	6.6	6.6	6.6 ^b
55	22	22	22 ^b	100	6.6	6.6	6.6 ^b
60	22	22	22 ^b	All Speeds	Width of Shoulder on Each Side of Road (m)		
65	22	22	22 ^b		0.6	1.5	2.4
All Speeds	Width of Shoulder on Each Side of Road (ft)						
	2	4	6				

^a An 18-ft [5.4-m] minimum width may be used for roadways with design volumes under 250 veh/day.

^b Consider using lane width of 24 ft [7.2 m] where substantial truck volumes are present or agricultural equipment frequently uses the road.

Road Name	Section	Treatment	Lane Width	MPH	AADT (2024)	Notes
Soundview	Bartlett to Mullikin	Fog Faded Center	11'	25		Some Shoulders
Soundview	Mullikin to WHE School	Fog Faded Center	10'	25		Sidewalk / High Ped Use
Soundview	WHE School to Sterling	Centerlines Fog Line	11'	25		Short Distance to School Entry
Eric Lane	West Hill to gravel	Fog Faded Center	11'	25		Fog Lines Moved? Former Bike Lane? Sidewalk on South Side / Newer Development
Fairview	Mullikin to Bartlett	Fog	10'	25		Narrow Shoulders / Karen Hornaday Park / Moderate Ped Use
Fairview	Bartlett to Main	Centerlines Fog	10'	25	630	Narrow Shoulders / Moderate Ped Use
Bartlett	Entire Length	Centerlines Fog	11'	25	2060	Sidewalk on West Side / Hospital Access
Hohe	Entire Length	Centerlines Fog	11'	25	230	Sidewalk on West Side / Hospital Access
Main St	Pioneer to Bayview	Centerlines Fog	10.5'	25		Sidewalk on West Side / Medium Volume
Mountain View	Entire Length	Fog Lines Faded Center	10'	25		Minimal Shoulder / Moderate Ped Use
Danview	Main to Curve	Fog Lines Faded Center	10'	25		Minimal Shoulder / Moderate Ped Use
Svedlund	Pioneer to Danview	Centerlines Fog Lines	11'	25		Irregular Shoulders / Future HAPP Loop

Herndon	Entire Length	Centerlines Fog Lines	12'	15		Senior Center / Irregular Shoulders / Blind Corner Future HAPP Loop / Posted 15MPH
Greatland	Entire Length	Centerlines Fog	12'	25		Old-school "Complete Street" design / Bike Lanes / Sidewalks
Kachemak Way	Klondike to Fairview	Centerlines Fog Lines	11	25		Narrow Shoulders
Kachemak Way	Pioneer to Mountain View, including S Curve	Centerlines Fog	10'	25		Shoulder Width Varies / Known safety concern at Fairview Trail crossing
Heath	At Hazel	Centerlines Fog	14'	25		Sidewalk on west side / Moderate Ped Use Desired crosswalk location
Heath	At Klondike	Centerlines Fog	13' 6"	25		Sidewalk on west side / Foot path on east side Modern Ped Use
Heath	At Library	Centerlines Fog	13' 6"	25		Sidewalk on west side / Foot path on east side Moderate Ped Use
Hazel	Entire length	Centerlines Fog	11'	25		On-Street Parking
Poopdeck	Length	Centerlines Fog	12'	25		Shoulders
Ben Walters	East End to Smoky Bay	Fog Lines	11'	25		Wide Shared Use Sidewalk
Ben Walters	Lake to Smoky Bay	Centerlines Fog	11'	25		Wide Shared Use Sidewalk
Ohlson	Sterling to Bunnell	Centerlines Fog Lines	11'	25	740	Sidewalk / Speed Humps / On-street Parking
Bunnell	Old Town	Centerlines Fog Lines	10'	25	770	Shared Street Concept / Future HAPP Loop
Bunnell	Main to Beluga Pl	Centerlines Fog/Path	10'	25		Shoulder / Speed Hump / 15mph Advisory High Ped Use / Future HAPP Loop
Beluga Pl	Bunnell to Bishops Beach	Centerlines Fog Lines	10'	25		Minimal Shoulders / Speed Hump / 15mph Advisory / High Ped Use / Bishops Parking

FAA Rd	Ocean to Airport	Centerlines Fog lines	12'	25	790	North side narrow bike lane
STATE ROADS	Section	Treatment	Lane Width	MPH	AADT (2024)	Notes
Sterling Hwy	West Hill to Spit Road	Wide Multilane	Varies	35-45	9170	Relatively steady AADT for the last ten years. Summer Peak AADT 13,500+
Pioneer	Sterling to Main	3 Lane	12-13-12	25	3700	Wide Center Turn Lane / Sidewalks
Pioneer	Main to Lake	3 Lane	12-13-12	25	6490	Wide Center Turn Lane / Sidewalks
East End	Lake to Kachemak City	Wide Multilane	Varies	25 - 45	9660	High Speed / High Volume
Lake St	Pioneer to Sterling	Centerlines Bike Lanes	12'	25	5440	Old-School "Complete Street" design / Bike Lanes / Sidewalk east side
Main St	Sterling to Pioneer	Centerlines Fog	12'	25	2320	Minimal Shoulder / Future HAPP Loop
Main St	Oldtown to Sterling	Centerlines Fog	11'	25	1900	Minimal Shoulder / Future HAPP Loop
Ocean	Lake to Spit Rd	Centerlines Fog / Bike	12'	35	6490	South side wide shoulder / Bike Lane?
Kachemak Dr	Spit Rd to East End	Centerlines Fog	12'	35	2500	Minimal Shoulder
West Hill	Sterling to Skyline	Centerlines Fog	11'	30	1970	Minimal Shoulder
East Hill	Sterling to Skyline	Centerlines Fog	12'	35	1980	Minimal Shoulder



DESIGN GUIDE

Lane Width

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The width allocated to lanes for motorists, buses, trucks, bikes, and parked cars is a sensitive and crucial aspect of street design. Lane widths should be considered within the assemblage of a given street delineating space to serve all needs, including travel lanes, safety islands, bike lanes, and sidewalks.

Each lane width discussion should be informed by an understanding of the goals for traffic calming as well as making adequate space for larger vehicles, such as trucks and buses.



EXISTING

Travel lanes are striped to define the intended path of travel for vehicles along a corridor. Historically, wider travel lanes (11–13 feet) have been favored to create a more forgiving buffer to drivers, especially in high-speed environments where narrow lanes may feel uncomfortable or increase potential for side-swipe collisions.

Lane widths less than 12 feet have also historically been assumed to decrease traffic flow and capacity, a claim new research refutes.¹

Discussion

The relationship between lane widths and vehicle speed is complicated by many factors, including time of day, the amount of traffic present, and even the age of the driver. Narrower streets help promote slower driving speeds, which in turn reduce the severity of crashes. Narrower streets have other benefits as well, including reduced crossing distances, shorter signal cycles, less stormwater, and less construction material to build.

Lane widths of 10 feet are appropriate in urban areas and have a positive impact on a street's safety without impacting traffic operations. For designated truck or transit routes, one travel lane of 11 feet may be used in each direction. In select cases, narrower travel lanes (9–9.5 feet) can be effective as through lanes in conjunction with a turn lane.²

Recommended



REDESIGN

Lanes greater than 11 feet should not be used as they may cause unintended speeding and assume valuable right-of-way at the expense of other modes.

Restrictive policies that favor the use of wider travel lanes have no place in constrained urban settings, where every foot counts. Research has shown that narrower lane widths can effectively manage speeds without decreasing safety and that wider lanes do not correlate to safer streets.³ Moreover, wider travel lanes also increase exposure and crossing distance for pedestrians at intersections and midblock crossings.⁴

Use striping to channelize traffic, demarcate the road for other uses, and minimize lane width.



SAN FRANCISCO, CA

Striping should be used to delineate parking and curbside uses from the travel lane.

- 1 Lane width should be considered within the overall assemblage of the street. Travel lane widths of 10 feet generally provide adequate safety in urban settings while discouraging speeding. Cities may choose to use 11-foot lanes on designated truck and bus routes (one 11-foot lane per direction) or adjacent to lanes in the opposing direction.

Additional lane width may also be necessary for receiving lanes at turning locations with tight curves, as vehicles take up more horizontal space at a curve than a straightaway.

Wide lanes and offsets to medians are not required but may be beneficial and necessary from a safety point of view.

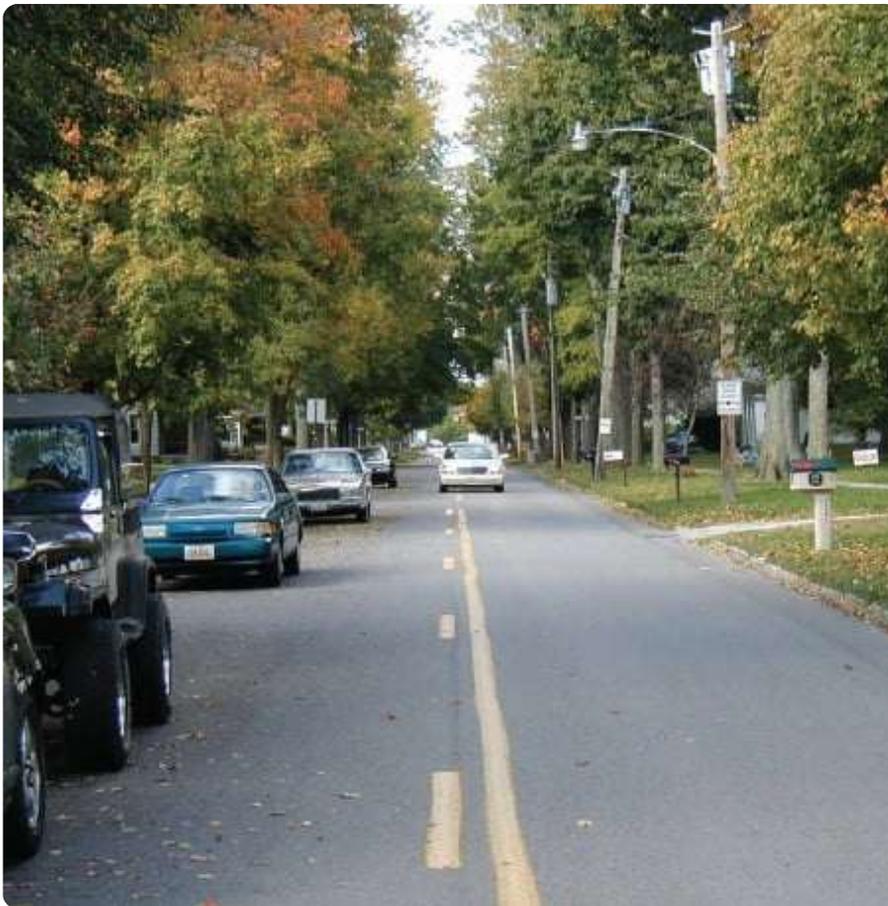
Optional

- 2 Parking lane widths of 7–9 feet are generally recommended. Cities are encouraged to demarcate the parking lane to indicate to drivers how close they are to parked cars. In certain cases, especially where loading and double parking are present, wide parking

lanes (up to 15 feet) may be used. Wide parking lanes can serve multiple functions, including as industrial loading zones or as an interim space for bicyclists.

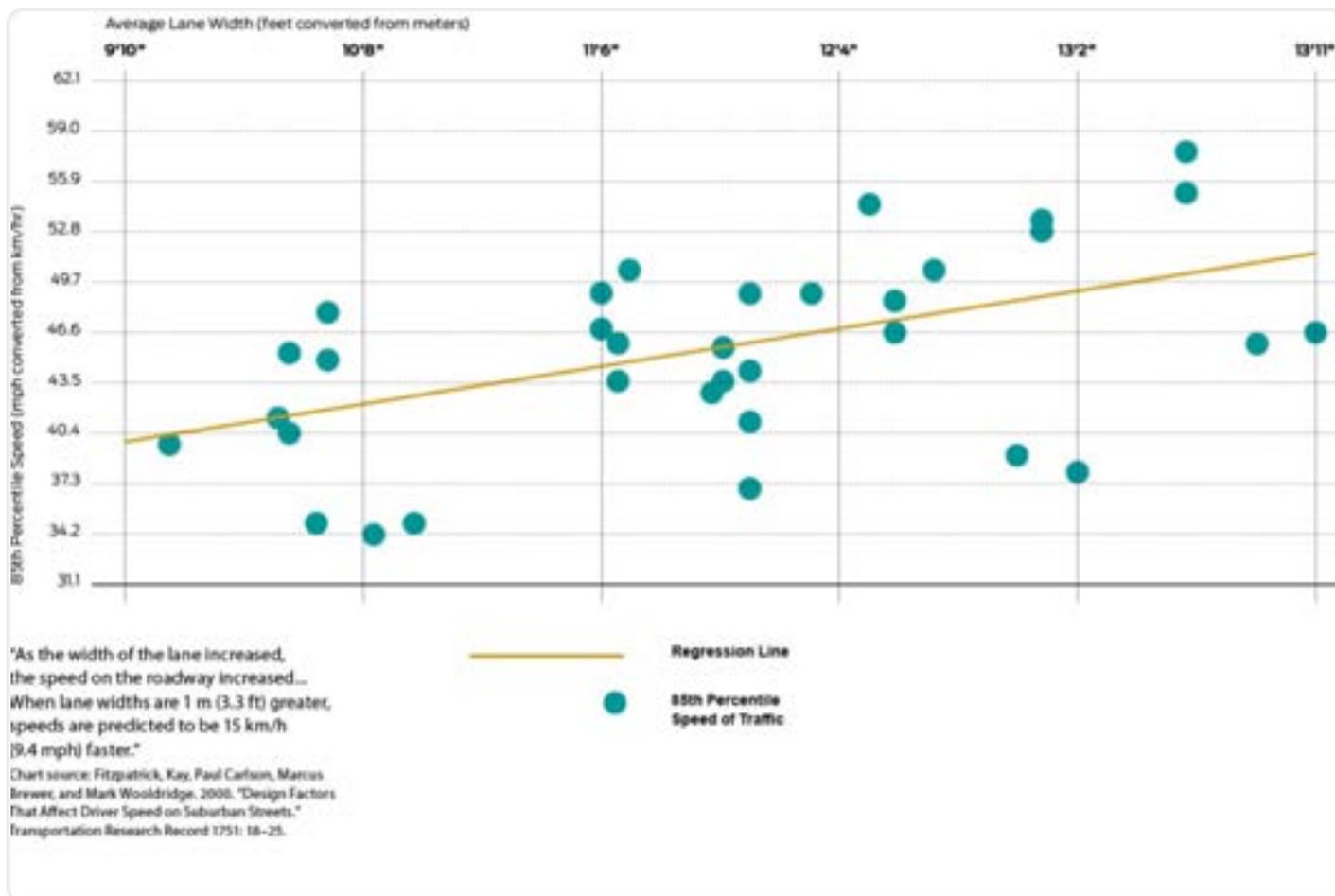
- 3 For multilane roadways where transit or freight vehicles are present and require a wider travel lane, the wider lane should be the outside lane (curbside or next to parking). Inside lanes should continue to be designed at the minimum possible width. Major truck or transit routes through urban areas may require the use of wider lane widths.

2-way streets with low or medium volumes of traffic may benefit from the use of a dashed center line with narrow lane widths or no center line at all. In such instances, a city may be able to allocate additional right-of-way to bicyclists or pedestrians, while permitting motorists to cross the center of the roadway when passing.



ELMORE, OH

Wider travel lanes are correlated with higher vehicle speeds.



1 Theo Petrisch, "The Truth about Lane Widths," *The Pedestrian and Bicycle Information Center*, accessed April 12, 2013, <http://www.bicyclinginfo.org/library/details.cfm?id=4348>. ↗

2 Research suggests that lane widths less than 12 feet on urban and suburban arterials do not increase crash frequencies.

Ingrid Potts, Douglas W. Harwood, and Karen R. Richard, "Relationship of Lane Width to Safety on Urban and Suburban Arterials," (paper presented at the TRB 86th Annual Meeting, Washington, D.C., January 21-25, 2007).

Relationship Between Lane Width and Speed, (Washington, D.C.: Parsons Transportation Group, 2003), 1-6.



3 Eric Dumbaugh and Wenhao Li, "Designing for the Safety of Pedestrians, Cyclists, and Motorists in Urban Environments." *Journal of the American Planning Association* 77 (2011): 70.

Previous research has shown various estimates of the relationship between lane width and travel speed. One account estimated that each additional foot of lane width related to a 2.9 mph increase in driver speed.

Kay Fitzpatrick, Paul Carlson, Marcus Brewer, and Mark Wooldridge, "Design Factors That Affect Driver Speed on Suburban Arterials": *Transportation Research Record* 1751 (2000): 18-25.

Other references include:

Potts, Ingrid B., John F. Ringert, Douglas W. Harwood and Karin M. Bauer. *Operational and Safety Effects of Right-Turn Deceleration Lanes on Urban and Suburban Arterials*. Transportation Research Record: No 2023, 2007.

Macdonald, Elizabeth, Rebecca Sanders and Paul Supawanich. *The Effects of Transportation Corridors' Roadside Design Features on*

User Behavior and Safety, and Their Contributions to Health, Environmental Quality, and Community Economic Vitality: a Literature Review. UCTC Research Paper No. 878. 2008. [↶](#)

4 Longer crossing distances not only pose as a pedestrian barrier but also require longer traffic signal cycle times, which may have an impact on general traffic circulation. [↶](#)

[← Street Design Elements](#)

[Sidewalks →](#)

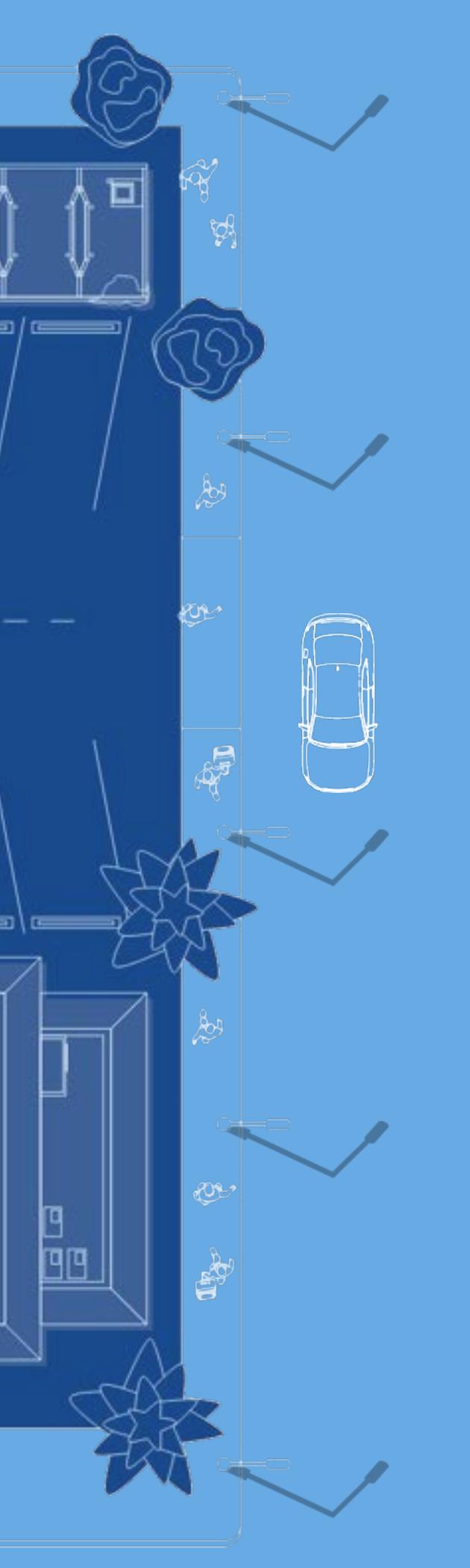


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A NATIONAL INVESTIGATION ON THE IMPACTS OF LANE WIDTH ON TRAFFIC SAFETY:

Narrowing Travel Lanes as an Opportunity to Promote Biking and Pedestrian Facilities Within the Existing Roadway Infrastructure

November 2023



Bloomberg American Health Initiative

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EXECUTIVE SUMMARY

This project is one of the first and the most comprehensive efforts to date to address a long overdue built environmental challenge to health: the lack of conclusive quantitative evidence on the effects of lane width on safety which has led to unnecessarily wide travel lanes that are designed to accommodate fast and convenient driving.

This national study investigates the feasibility of narrowing vehicle lanes as the easiest and most cost-effective way to accommodate better sidewalk and bike lane facilities within the existing roadway infrastructure. The study asks whether, and to what extent, we can narrow existing vehicle lanes (for different road classifications) without adversely impacting traffic safety.

This study employed a sample of 1,117 street sections (a series of homogeneous road segments) from seven different cities and conducted one of the most comprehensive data collections on geometric and street design characteristics of street sections including bike lane type and width, median type and width, sidewalk type and width, street's sense of visual motion, on-street parking type, width and occupancy rates, number of lanes and number of bus stops, street trees, and the degree of street curvature.

We conducted a series of four negative binomial regression analyses to investigate the relationship between lane width and the number of non-intersection crashes, after controlling for the aforementioned confounding factors. This study, to our knowledge, is the largest and most comprehensive study focusing on the impacts of travel lane width on traffic safety outcomes such as the number of vehicle accidents.

Overall, this study found no evidence that narrower lanes are associated with the higher number of crashes and that narrow lanes (9-foot and 10-foot) increase the risk of vehicle accidents, after controlling for cross-sectional street design characteristics and other confounding variables. Quite contrary, our models confirm that in some cases (in the speed class of 30–35 mph), narrowing travel lanes is associated with significantly lower numbers of non-intersection traffic crashes and could actually contribute to improvement in safety. These findings are novel with groundbreaking and immediate policy/practical implications for identifying streets in each road class as the best candidates for lane width reduction projects.

Our in-depth interviews with state DOT officials in five states also offer valuable insights on the challenges of executing lane width reduction projects and revising existing guidelines to promote narrower lanes. We also offer a range of innovative solutions that have been adopted by these states to overcome this challenge and best practices that could be applicable to other state and local departments of transportation in the country. Practical implications and policy recommendations of these findings are further explained in the report.

KEY FINDINGS

- Our survey of AASHTO member state DOTs indicate that the majority of state DOTs prefer to follow the conventional design standards adopted by their DOT, and the context-sensitive design approach has not been widely used within their jurisdiction.
- In practice we are far from implementation of the context-sensitive design solutions by most state DOTs. The design exception for lane width reduction projects seems to be a rare event in most state DOTs that participated in our survey.
- Overall, the results of our AASHTO survey demonstrate the extent of the gap and highlight how little we know about the traffic safety impacts of lane width due to the lack of data and rigorous and comprehensive quantitative studies.
- This study is one of the first and the most comprehensive quantitative efforts on the relationship between lane width and the number of non-intersection crashes.
- With a sample of 1,117 street sections from seven cities and more than 20 geometric and street design variables, we found no evidence that wider lanes are safer in terms of the number of non-intersection crashes.
- We found that the number of crashes does not significantly change in streets with a lane width of 9 feet compared to streets with lane widths of 10 feet or 11 feet, after controlling for cross-sectional and street design confounding factors such as posted speed limit, traffic volume, on-street parking, median type, number of lanes, bus stops, and similar sense of visual motions, most likely because the difference in lane width is not noticeable to drivers.
- The difference becomes noticeable once changing the lane width from 9 feet to 12 feet which, in fact, increases the number of crashes.
- We also found that the relationship between lane width and the number of non-intersection crashes varies substantially across different speed classes.
- In the speed class of 20—25 mph, the driving speed is slow enough that drivers do not notice changes in lane widths. This hypothesis was confirmed by our findings that there is no significant difference in terms of the number of non-intersection crashes between 9-foot, 10-foot, 11-foot, 12-foot, or even 13-foot lanes.
- On the other hand, street sections with 10-foot, 11-foot, and 12-foot lanes have significantly higher numbers of non-intersection crashes than their counterparts with 9-foot lanes in the speed class of 30—35 mph.
- In other words, in the speed class of 30—35 mph, wider lanes not only are not safer, but exhibit significantly higher numbers of crashes than 9-foot lanes, after controlling for geometric and cross-sectional street design characteristics of street sections.
- Street sections in the speed classes of 20—25 mph and 30—35 mph have the greatest potential to be utilized by pedestrians and bicyclists due to their relatively lower speeds.

- This is not to say that 9-foot or 10-foot lanes are appropriate and recommended in different contexts. In streets in the speed class of >35 mph that serve as a transit or freight corridor, 11-foot lanes would be more appropriate to accommodate oversized trucks.
- The most immediate candidates for lane width reduction projects are street sections with lane widths of 11 feet, 12 feet, or 13 feet in urban street in the class of 20—25 mph and 30—35 mph that do not serve a transit or freight corridor.
- More specifically, of these candidates, those that have lower traffic volume (AADT), no or small proportion of on-street parking, low degrees of street curvature, fewer numbers of lanes, and with no travelable (raised) median are the best candidates for the lane width reduction projects, according to our study.
- In practice, justifying, designing, and implementing narrow travel lanes (9-foot to 10-foot) is very challenging as cited in our interview with several state DOTs.
- Our interview with VTrans (as the first state to adopt 9 feet as a minimum lane width standard in specific contexts) found that implementation of a minimum lane width of 9 feet has not been done in any case in the past couple of decades, which makes such standards stay in the book with very little success in execution.
- One way to address these challenges is to rethink and redesign the procedure for specifying lane width standards and guidelines in an urban setting to start with a 10-foot length and ask traffic engineers to justify for a wider lane. It counters the existing practice of lane width design in most states where lane width in the urban core (speed of 35 mph or less) starts with 12 feet and (if any) justification from design engineers aims to narrow it further. Florida DOT is one of very few states that follow this practice.
- Another innovative intervention would be to develop a context classification system for road design. The context classification system allows Florida DOT to look at the area's needs in picking the best road design measurements. Using context-based design guidelines substantially facilitates the design justification that engineers need to apply to roadways. Florida DOT is one of the pioneering states on developing its own context-sensitive system.
- In sum, the lane width reduction or any isolated roadway design improvement alone may not be sufficient to provide a design practice that is appropriate for the context or to adjust driver/user behavior. A holistic approach to street design is necessary, using all available context cues and design elements, to provide a design alternative that matches the context of the roadway segment and make it safer for all street users.

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Complete Streets

A. Background

Design professionals face an increasingly complex set of competing demands in development and delivery of street projects involving public rights-of-way. Designing a safe facility, completing construction, and installing various traffic control measures are only a part of a much larger picture. Street projects today also need to meet the objectives of regulatory, policy, and community requirements aimed at integrating the roadway into the existing natural and built environments. Among the many factors influencing the planning, design, and operation of today's streets are concerns about minimizing transportation costs; improving public health, creating and maintaining vibrant neighborhoods; accommodating the needs of the young, the physically challenged, as well as an aging population; and adopting greener and more sustainable lifestyles.

In the past, street design was focused on the need to move motor vehicles. The number and width of lanes was determined based on future projected traffic volumes or a set of standards based on the functional classification of the street. The functional classification and the adjacent land use also determined the general operating speed that was to be used for the design. Integration of facilities for pedestrians and bicyclists was not always a high priority. Some observers claim if you do not design for all modes of travel, then you preclude them.

Citizens within some cities are asking agencies to change the way they look at streets and the street function within each community. These agencies are looking to make their streets more "complete." Complete streets are designed and operated to enable safe access to all motorists, pedestrians, bicyclists, and transit users, regardless of age and ability. According to the National Complete Streets Coalition, there are in excess of 600 agencies that have adopted some form of a complete streets policy. Several Iowa agencies, both small communities and larger cities, have adopted complete streets policies. Many other Iowa communities are looking into the concepts of complete streets. Complete streets also complement the principles of context sensitive design by ensuring that streets are sensitive to the needs of all users for the land use within the area. Proponents of complete streets note that by rethinking the design to include all users, the "balance of power" is altered by indicating that streets have many purposes and are not exclusively for motor vehicle traffic. The objectives of the complete streets philosophy are met by slowing vehicles down and providing better facilities for transit, pedestrians, and bicyclists. It is important to understand that safe and convenient walking and bicycling facilities may look different depending on the context. Appropriate facilities in a rural area will be different from facilities in a dense urban area.

There is no one size fits all design for complete streets. Safety and accommodation of all users should guide decisions when evaluating different designs and tradeoffs between factors that may be in conflict with each other, such as:

- Number and types of users - cars, trucks, transit buses, pedestrians, bicyclists, and other modes
- Available right-of-way
- Existing improvements
- Land use
- Available budget
- Parking needs
- Community desires

In larger communities where the traffic volumes are heavy and land use density is greater, all of the above elements may be factors to consider. However, in smaller communities with lower traffic volumes and less dense developments, only a few may be important. The application of complete streets principles is most effective when neighborhoods are compact, complete, and connected to encourage walking and biking comfortable distances to everyday destinations such as work, schools, and retail shops. Past land use practices of large tracts for single use development are less effective in encouraging short walking or biking trips.

Complete streets are designed to respect the context of their location. For example, downtown locations may involve greater emphasis on pedestrians, bicyclists, and transit users than single family neighborhoods. Additionally, context includes social and demographic factors that influences who is likely to use the street. For example, low income families and those without their own vehicle have the need for an interconnected pedestrian, bicycle, and transit network serving important destinations in the community.

The U.S. DOT adopted a policy statement regarding bicycle and pedestrian accommodations in March of 2010. It states:

"The U.S. DOT policy is to incorporate safe and convenient walking and bicycling facilities into transportation projects. Every transportation agency has the responsibility to improve conditions and opportunities for walking and bicycling and to integrate walking and biking into their transportation systems. Because of the numerous individual and community benefits that walking and bicycling provide – including health, safety, environmental, transportation, and quality of life – transportation agencies are encouraged to go beyond minimum standards to provide safe and convenient facilities for these modes."

In addition to the U.S. DOT policy, members from the U.S. House of Representatives and the U.S. Senate have introduced a bill entitled "Safe Streets Act of 2014" that calls for all state DOTs and TMAs/MPOs to adopt a complete streets policy for all federally funded projects.

B. Design Guidance

There are numerous ways to address the development of complete streets in terms of a planning function, but there are not specific complete streets design elements identified for engineers to use to develop construction or reconstruction projects. In addition to safety, complete streets planning and design works to address issues of health, livability, economic development, sustainability, and aesthetics. In the past, functional classification, traffic volumes, and level of service have been used as the critical factors for street design. However, a complete streets approach emphasizes safety for vulnerable users and identifies core goals for street design through stakeholder input. Public input may determine that sidewalk amenities, bicycle facilities, or transit accommodation are more important than the vehicular level of service. It is important to develop a spectrum of alternatives that consider the needs of various users and reach a design decision that addresses those needs.

Applying flexibility in street design to address the complete streets philosophy requires an understanding of each street's functional basis. It also requires understanding how adding, altering, or eliminating any design element will impact different users. For instance, large radii may make it easier for trucks to navigate the street, but they create wider streets for pedestrians to cross. Designers of complete streets should understand the relationship between each criterion and its impact on the safety and mobility of all users.

Various manuals are available to provide design guidance including. For general guidance:

- AASHTO's A Policy on Geometric Design of Highways and Streets (the "Green Book")
- MUTCD
- The Highway Capacity Manual (HCM)
- ITE Traffic Engineering Manual
- FHWA *Achieving Multimodal Networks: Applying Design Flexibility and Reducing Conflicts*

For designing streets in urban areas:

- ITE *Designing Walkable Urban Thoroughfares: A Context-Sensitive Approach*
- NACTO *Urban Streets Design Guide*
- NCHRP 880 *Design Guide for Low-Speed Multimodal Roadways*
- FHWA *Road Diet Information Guide*

For bikeway design guidance:

- AASHTO *Guide for the Development of Bicycle Facilities* (the "Bicycle Guide")
- NACTO *Urban Bikeway Design Guide*
- FHWA *Incorporating On-Road Bicycle Networks into Resurfacing Projects*

For pedestrian-specific design guidance:

- FHWA STEP *Guide for Improving Safety at Uncontrolled Crossing Locations* ("STEP Crossings Guide")
- US Access Board PROWAG

Other design guidance:

- NFPA Fire Code
- Local design ordinances

Some elements within these manuals are specific standards and some are guidelines with ranges of acceptable values. The MUTCD has been adopted as law; therefore, the standards within it need to be met. In addition, there may be different standards for facilities that are under the Iowa DOT's jurisdiction than those for local control. If federal or state funding is being used to assist in a project's financing, the standards may also be different. Local jurisdictions utilize the above manuals for design as a means of protection from lawsuits. Thus, from a liability standpoint, it is very important that the design guidance meet established standards or fall within the range of acceptable guidelines provided by the above manuals.

C. Design Elements

Many elements must be considered during the complete streets design process. Traditionally designers have focused on those related to motor vehicles. With a complete streets design, other elements are also addressed. Each of those elements will be discussed and design guidance presented.

- 1. Land Use:** The type of adjacent land use provides insight into several factors. For instance, in industrial areas, the expectation is that truck volumes will be higher. In commercial/retail areas, there is an expectation that pedestrians, transit, and bicyclists will be present in larger numbers. In residential land use areas, the street and right-of-way should accommodate pedestrians of all ages and abilities, and shared use of the street by motorists and bicyclists should be expected.

Five basic land use context classifications and three basic land use types are discussed in [Section 5C-1](#), but many communities will have a broader range of both categories. Land use will influence speed, curb radii, lane width, on-street parking, transit stops, sidewalks, and bicycle facilities.

- 2. Functional Classification:** Most jurisdictions classify their streets as a means of identifying how they serve traffic. Streets are generally classified as arterial, collector, or local facilities. Complete streets projects must take into consideration each street classification because it helps determine how the street and network needs to be treated to handle traffic volumes and other conflicts that may arise if design changes are made.

Street classifications and the functions of each type are explained in detail in [Section 5B-1](#). It is important to note that all jurisdictions, regardless of size have at least one street in each category. That means that in a larger community an arterial street may carry 20,000 vehicles per day, but in a smaller city the volume on their arterial street might be 2,000 vehicles per day. Similar differences exist in the collector classifications. Generally arterial streets are designated because their primary purpose is to move traffic. Collectors serve the traffic mobility function, but also provide access to adjacent property. Local streets are primarily there to serve adjacent property and should not have through traffic. Designs appropriate for low density residential areas are not likely to fit in the downtown commercial areas due to the likelihood of more pedestrians, bicyclists, trucks, and buses.

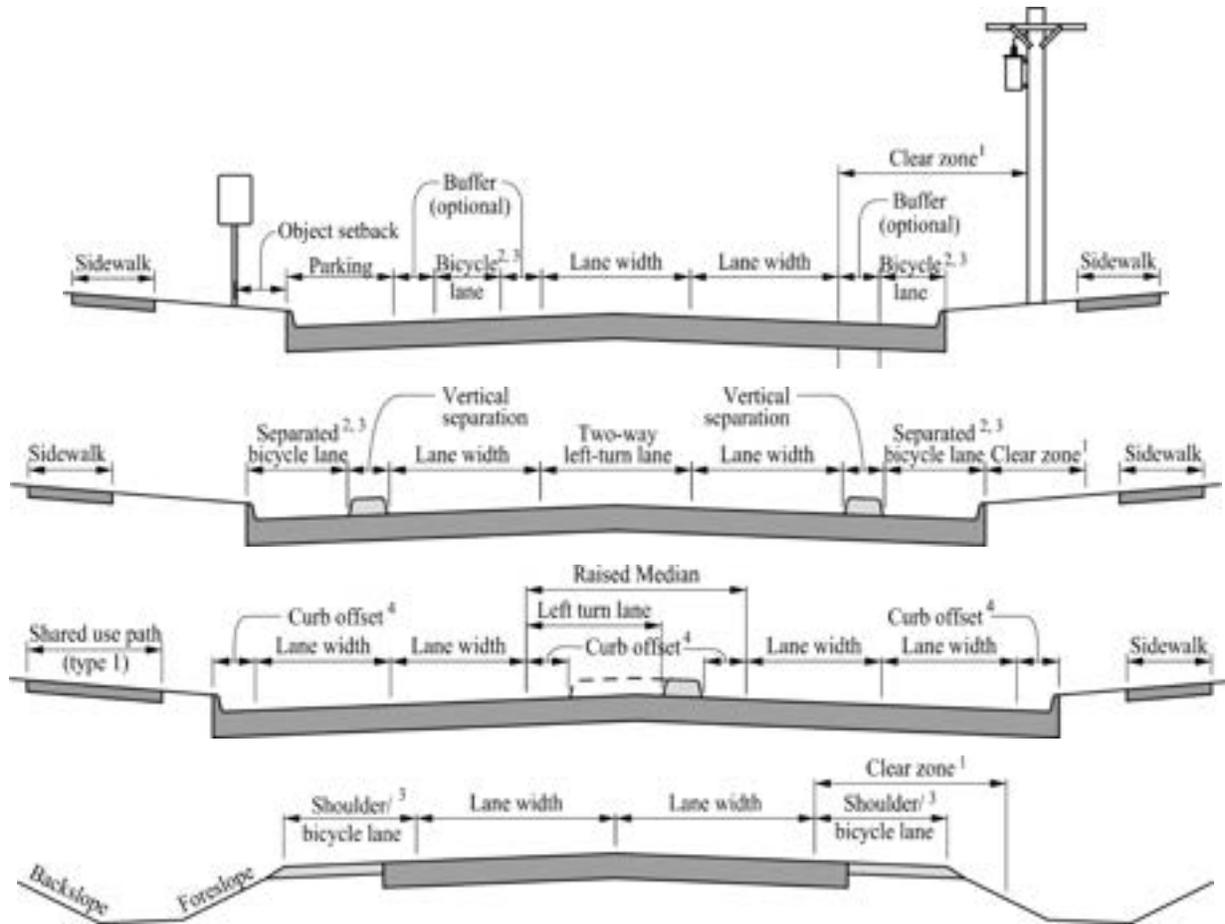
Designers should also be cognizant of roadways that are transit routes, bikeways such as bicycle boulevards, truck routes, etc. as identified through state or local transportation plans as this influences the purpose and use of a roadway as well.

- 3. Roadway Sizing:** Many communities have streets with excess lane capacity and oversized lane widths for motor vehicles. Multilane roads can take longer for pedestrians to cross, increase pedestrian exposure, and can facilitate faster speeds by motor vehicle traffic. During resurfacing and re-construction, designers should consider lane reductions and road reconfigurations (often called “road diets”) to decrease the number and widths of lanes. This can reduce vehicle speeds, reduce pedestrian crossing distances, and provide space for bicycle facilities. A typical “four-to-three lane” roadway reconfiguration converts an existing four-lane, undivided roadway into a roadway with one through lane in each direction and a center, two-way left-turn lane (TWLTL). This conversion can often provide space for bicycle lanes, as shown in [Section 12B-3, G](#), or other users, including pedestrian refuge islands, on-street parking, or widened sidewalks and wider landscaped buffers (often called “the parking” in Iowa).

Suitable candidates for a “four-to-three lane” roadway reconfiguration have an average daily traffic (ADT) equal to or less than about 20,000 vehicles per day. In some instances, roadway reconfigurations have been successfully applied on roads with ADTs as high as 25,000. FHWA’s Road Diet Information Guide further discusses the safety and operational benefits of road diets.

For new roadway construction in urban, suburban, and rural town contexts, adequate sidewalk, sidewalk buffers, and bicycle facilities should be provided. Right of way may be reserved to accommodate longer term (10 years or greater) projected volumes, but roadways should not be overbuilt as wider than necessary roadways can encourage higher motor vehicle speeds and decrease overall safety. Overbuilt roadways also increase maintenance and life-cycle costs.

Figure 5M-1.01: Roadway Design Elements



¹ Clear zone is measured from the edge of the traveled way.

² See [Chapter 12](#) for bicycle lane requirements.

³ Bicycles may be placed between the curb and parking on corridors with higher traffic volume and speed, see [Sections 12B-1](#) and [12B-3](#) for separated bicycle lane design with on-street parking buffers

⁴ For low-speed street conditions in urban and rural town areas, curbs may be placed at the edge of the traveled way.

4. **Speed:** Operating speeds influence the design of the roadway including stopping sight distance, passing sight distance, intersection sight distance, and horizontal and vertical curve elements. The design speed should therefore be equal to the posted speed to encourage operating speeds at or below the posted speed. Design values from the AASHTO Green Book are outlined in [Tables 5C-1.01](#) and [5C-1.02](#) and for liability reasons should be met at all times, especially for new streets. If it is not possible for any design element to meet the geometric standards on existing streets, warning signs and other safety treatments must be used.

In the past, it was considered best practice to set the design speed at the highest level that will meet the safety and mobility needs of motor vehicles using the street. One of the principles of complete streets provides for slowing vehicles down to improve safety for all users, especially pedestrians and bicyclists. People walking and bicycling are particularly vulnerable in the event of a crash, and vehicle speeds where conflicts occur are a primary factor in the likelihood of serious injuries and fatalities, see Figure 5M-1.01. In general, the speed chosen for design should reflect the network needs and the adjacent land use. On existing roadways with operating speeds that exceed the posted speed, roadway redesign and traffic calming measures should be considered to reduce speeds and improve safety and comfort for all users. Traffic calming or

roadway redesign should also be considered on roadways where lowering the posted speed is desirable to reinforce to drivers that slow speeds are expected.

Figure 5M-1.02: Vehicle Speeds and Risks to Pedestrians



Source: Tefft, B.C.

In general, streets in urban areas should be designed and control devices regulated to allow speeds of 20 to 45 mph. Speeds in the lower portion of this range are applicable to local and collector streets through residential areas, and to arterial streets through more crowded business districts, while the speeds in the higher portion of the range apply to arterial streets in outlying suburban areas.

Iowa Statute 321.285 establishes the following statutory speed limits, although city councils may adopt by ordinance higher or lower speed limits upon the basis of engineering or traffic studies (§321.290):

- 20 mph in a business district
- 25 mph in any residence or school district
- 45 mph in any suburban district

The AASHTO Green Book provides further guidance on appropriate design speeds for specific roadway types.

- 5. Intersection Design and Control Vehicle:** The selection of the design and control vehicle is an important element in complete streets design. Lane width and curb radii are directly influenced by the design vehicle. [Section 5C-2, R](#) provides guidance on selecting design vehicles, control vehicles, and typical curb radii for different roadways.

All street designs must meet the minimum standards for fire departments and other emergency vehicle access and must consider the needs of garbage trucks and street cleaning equipment.

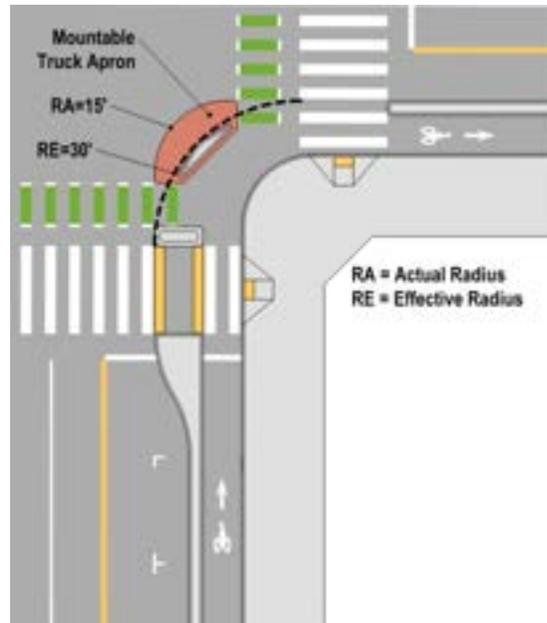
To achieve the smallest appropriate corner radius, designers should follow these strategies:

- Using vehicle turning software or turning templates, designers should minimize the actual corner radius while accommodating the effective turning radius of vehicles.
- Where pedestrians or bicyclists are expected and the effective turning radius exceeds 15 feet., consider the following:
 - Push back the stop line of the receiving street beyond the minimum 4 feet from crosswalks where appropriate. Ensure any encroachment does not conflict with overlapping phases at signalized intersections. In general, stop lines should not be pushed back more than 30 feet from crosswalks as motorist compliance may be diminished; however, the maximum distance from the stop line to traffic signals cannot exceed the sight distance and clear zone requirements established in MUTCD Chapter 4D.
 - Provide a truck apron to increase the effective radius for larger vehicles, including SU-30, while providing a smaller effective radius for the majority of vehicles (e.g., passenger car), see [Section 5C-2, S](#) for additional information and design guidance.
 - Provide a raised crossing, see [Section 12A-5, D, 2](#).
 - At skewed intersections and where truck aprons would exceed 15 feet, consider a right-angle channelized island as described in the [Iowa DOT Design Manual Section 6A-11](#). A raised crosswalk should be considered at channelized right turn lanes where motorists do not face stop or traffic signal control to encourage motorist yielding. They may also be beneficial at yield, stop, and signal control intersections where it is desirable to reduce encroachments into the crosswalk. When used at a channelized island, the crosswalk should be located to allow one vehicle to wait between the crosswalk and the cross street. Refer to [Section 12A-5](#) for the design of pedestrian crossing islands with a refuge area.

As described in [Section 12A-5](#), curb extensions are an FHWA approved countermeasure for improving pedestrian safety. It is acceptable to have a curb bulb with a larger curb radius that shortens crossing distances while accommodating large vehicles. For uncurbed roadways, care should be taken at corners to ensure proper design treatments are included to identify safer turning distances for large vehicles. Such treatments may include pavement coloring, different materials, and other features that provide a visual indication of the apex of the turn.

Flexible delineator posts or engineered rubber curbs may be used as an interim treatment to reduce larger corner radii. When used, they are often placed at least 1 foot offset from the turning radius of design vehicles at all intersections and driveways to decrease maintenance.

6. **Truck Aprons:** Truck aprons are most common within the center island of a roundabout, but can also be considered at intersection corners to accommodate the turning characteristics of larger vehicles while slowing the turning speeds of the design and smaller vehicles. The truck apron must be designed to be mountable by ICV to accommodate their larger effective turning radius while the IDV and smaller vehicles follow the smaller actual radius along the outside edge of the truck apron.

Figure 5M-1.03: Typical Truck Apron Layout at a Protected Intersection

The outside edge of a truck apron (i.e., closest to the travel lane) is constructed using a mountable curb and should be designed so passenger vehicles follow this mountable curbline at the desired speed. Larger vehicles, including SU-30, can traverse the truck apron if desired, but the intersection control vehicle should be used to determine the effective radius.

The truck apron is part of the motorist travel way. Do not extend truck aprons through bicycle lanes or crosswalks unless they are designed to accommodate these users. Bicycle stop bars and pedestrian accommodations (e.g., curb ramps, crosswalks) must be placed to prevent these users from waiting in the travel way. Colored concrete and/or pavement markings should be used within the truck apron area to provide a visual contrast from the adjacent roadway and sidewalk, communicating this is not an area to drive over. Where truck apron widths exceed 15 feet., the intended use of the apron may not be clear and designers may consider a channelizing island to limit the street crossing distance for pedestrians and bicyclists ([see Section 5C-2, R, 5](#) and [Iowa DOT Design Manual Section 6A-11](#)).

In retrofit conditions, a truck apron extending all the way to the existing curb line may not be possible without significant stormwater system modifications. In these situations, truck pillows, which are the mountable portion of a curb extension which is designed to discourage smaller vehicles from tracking over it while allowing larger vehicles to do so while maintaining drainage along the existing curb line may be more practical and feasible.

An edge line should be provided along the outside edge of wider truck aprons and designers should consider reflective raised pavement markers, where appropriate, to ensure the path of travel is visible. Gore markings may be installed on the truck apron itself, but this is often unnecessary if colored pavement is used.

Where buses frequently make turns (such as transit or school bus routes), truck aprons should be designed to allow the bus to complete the turn without traversing the truck apron. A tiered truck apron with a curb reveal from 0 to 1 inch can be constructed for use by buses while the second tier can be designed with a 3 inch curb reveal for use by larger trucks.

Figure 5M-1.04: Truck Apron with Concrete and Pavement Markings (left) and Truck Pillow (right)



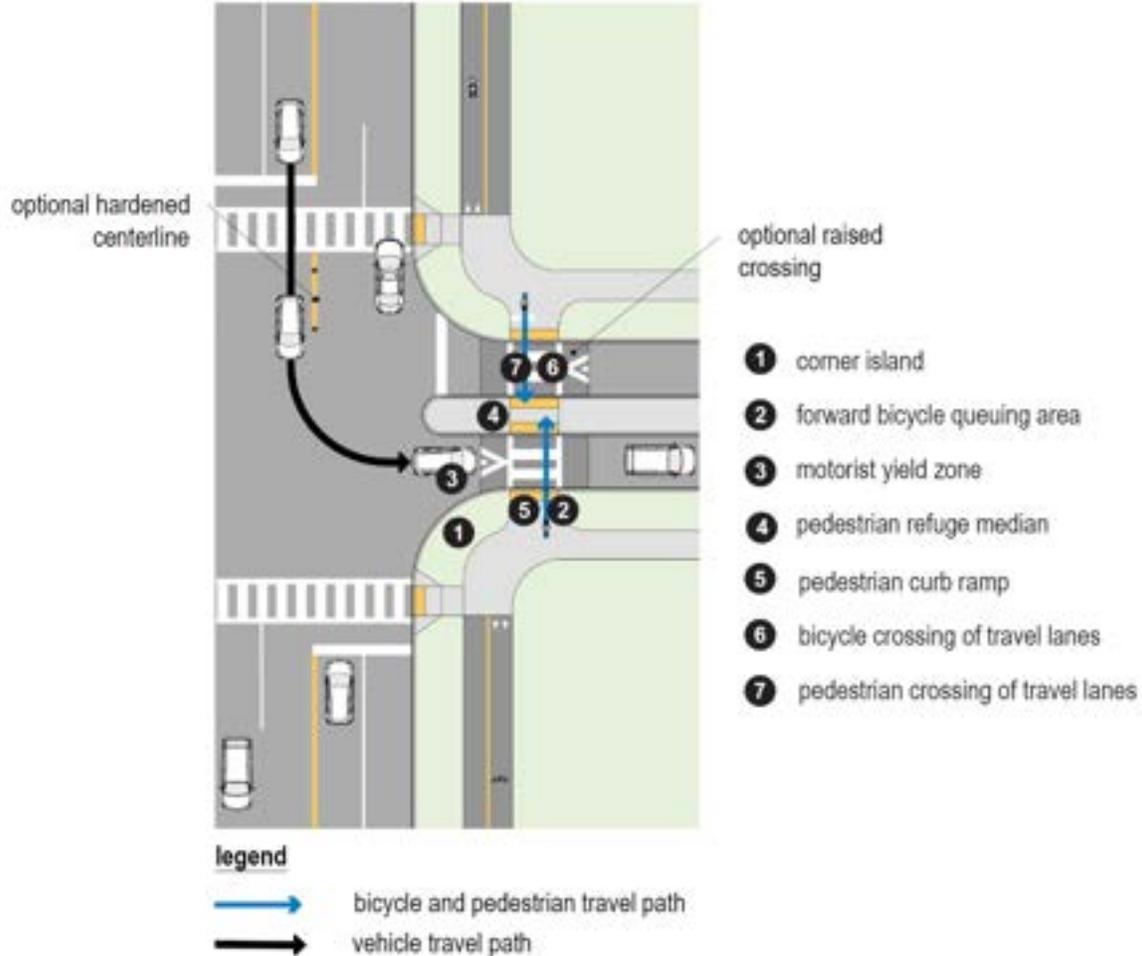
Source: City of Los Angeles, 2020

7. **Intersection Treatments for Minimizing Left Turning Vehicle Speeds:** Median islands, hardened centerlines, and raised crossings can be appropriate on both the departure roadway and the receiving roadway to control the left turning motorist's path of travel and reduce turning speeds, which can improve the safety for all roadway users. [Section 12A-5](#) discusses how a raised median island can be used to provide pedestrian refuge space to cross a major street. In that situation, a minimum of 6 feet is required to accommodate a pedestrian or bicyclist waiting to cross the second portion of the crossing. When less than 6 feet in width is available, designers can still provide a center median of less than 6 feet or a hardened centerline, to channelize and slow the speeds of left turning motorists as they prepare to cross the path of pedestrians and bicyclists.

A hardened centerline is comprised of a painted centerline supplemented by a dashed center or lane line extended along the turning path, flexible delineators, mountable curb, rubber curb, concrete curb, in-street pedestrian crossing signs (R1-6), or a combination of these treatments. The dimensions of a hardened centerline will depend on the intersection geometry and vehicle turning radius. Hardened centerlines should be considered where higher speed left turns occur concurrent with pedestrian and/or bicyclist movements, as they have been found to reduce the speed of left turning motorists by reducing the effective turning radius.

For raised crossing design considerations, see [Section 12A-5, D, 2](#).

Figure 5M-1.05: Example of Hardened Centerline Applications with Flexible Delineators on the Departure Roadway and a Pedestrian Crossing Island on the Receiving Roadway



- 8. Lane Width:** The AASHTO Green Book provides for lane widths from 9 to 12 feet wide. Narrower lanes force drivers to operate their vehicles closer to each other than they would normally desire and reduce overall speeds. The lane widths selected are subject to professional engineering judgment as well as applicable design standards and design criteria. The width of traffic lanes sends a specific message about the type of vehicles expected on the street, as well as indicating how fast drivers should travel. With painted lane lines being 4 to 6 inches wide, the actual “feel” to the driver will be about 1 foot narrower than the design lane width. Wider lanes are generally expected on arterial and collector streets due to truck traffic, transit vehicles, and higher operating speeds. Snow plowing and removal practices must also be considered as lane width decisions are being made, especially for the curb lane. Narrower curb lane widths may necessitate different handling of snow because no space is available to store the snow and it may require loading and removing on a more frequent basis.

Collector and arterial streets in the urban and rural town context may have lane widths between 10 to 12 feet wide. Lane widths of 10 feet may be used where truck and bus volumes are relatively low and speeds are less than 35 mph. Collector street speeds should not exceed 35 mph. At least one 11 foot lane in each direction may be appropriate for streets where there is a heavy volume of truck traffic or buses. It is preferable that bus- or transit-only lanes be 11 feet wide.

Lane widths for local streets in urban and rural town areas should be 10 feet, except in industrial areas, which should be 11 to 12 feet due to the larger volume of trucks expected with that land use. Local streets can have lane widths of 9 feet in residential areas where the available right-of-way imposes limitations. For low volume local residential streets, two free flowing lanes are generally not required. This creates a yield situation when two vehicles meet; see [Section 5C-1](#), [Tables 5C-1.01](#) and [5C-1.02](#).

It was previously thought lanes less than 12 feet could reduce traffic flows and capacity. New research has shown lane widths of 10 feet do not reduce capacity and the Highway Capacity Manual has eliminated capacity adjustments for lane widths between 10 and 13 feet. In addition, NCHRP 330 *Effective Utilization of Street Width on Urban Arterials* found the use of 10 foot lanes has resulted in lower or unchanged crash rates.

- 9. Curb Radii:** The curb radius of intersection corners impacts turning vehicles and pedestrian crossing distances. Larger radii allow larger vehicles, such as trucks and buses, to make turns without encroaching on opposing travel lanes or the sidewalk, but increase the crossing distance for pedestrians and allows smaller vehicles to turn at faster speeds. Smaller curb radii slow turning traffic and create shorter crossing distances, but make it difficult for larger vehicles to safely navigate the intersection. [Sections 5C-2, R](#) and 5M-1, C, 5 provide guidance on selecting design vehicles, control vehicles, and typical curb radii for different roadways.
- 10. Curb Extensions or Bump-outs:** Curb extensions or bump-outs are an expansion of the curb line into the adjacent street. They are traditionally found at intersections where on-street parking exists, but could also be located mid-block. Bump-outs narrow the street both physically and visually, slow turning vehicles, shorten pedestrian crossing distances, make pedestrians more visible to drivers, and provide space for street furniture. Use of curb extensions does not preclude the necessity to meet the turning radii needs of the selected design vehicle. Refer to [Section 12A-5](#) for more design guidance on curb extensions.
- 11. Bicycle Facilities:** Bicycle facilities provide opportunities for a range of users and are a fundamental element of complete streets design. In Iowa, bicycles are legally considered a vehicle and thus have legal rights to use any street facility unless specifically prohibited. They also have legal responsibilities to obey all traffic regulations as a vehicle. Bicycle facilities generally are one of the following three types:

 - a. Shared Use Paths:** Separate travel ways for non-motorized uses. Bicycles, pedestrians, skaters, and others use these paths for commuting and recreation. Generally used by less experienced bicyclists.
 - b. Shared Lanes:** These are lanes shared by vehicles and bicycles without sufficient width or demand for separate bicycle lanes. They may be marked or unmarked. Low speed, low volume residential streets generally will not have pavement markings. Shared lanes are not recommended for roadways with speeds over 35 mph or traffic volumes over 5,000 ADT. In addition, shared lanes on roadways with speeds greater than 25 mph or volumes over 3,000 ADT are unlikely to accommodate the “interested but concerned bicyclist” (see [Section 12B-1](#)).
 - c. Bicycle Lanes:** Dedicated bicycle lanes are used to separate higher speed vehicles from bicyclists to improve safety. These should be considered where there are frequent interactions between vehicles and bicyclists when conflicts in shared lanes become problematic, typically when vehicular volumes exceed 3,000 vehicles per day and operating speeds are 25 mph or greater. There are generally three types of bicycle lanes:

- 1) **Conventional:** Located between the travel lanes and the curb, road edge, or parking lane and generally flow in the same direction as motor vehicles. They are the most common bicycle facility in the United States.
- 2) **Buffered:** Conventional bicycle lanes coupled with a designated buffer space separating the bicycle lane from adjacent motor vehicle lanes and/or a parking lane.
- 3) **Separated:** An exclusive facility for bicyclists that is physically separated from motor vehicle or parking lanes by a vertical element. Separated bicycle lanes are also called cycle tracks or protected bicycle lanes.

Design information and selection guidance for each bicycle facility type is detailed in [Sections 12B-1 through 12B-3](#). Bicycle parking facilities at destination points will assist in encouraging bicycle usage.

Snow and ice control activities impact vehicular lanes and bicycle lanes differently. Generally, plows will leave some snow on the pavement. Vehicles are able to travel through this material but bicyclists may have more difficulty. In addition, the material may refreeze and make bicycle use more treacherous.

12. On-Street Parking: On-street parking can be an important element for complete street design by calming traffic, providing a buffer for pedestrians if the sidewalk is at the back of curb, in addition to benefiting adjacent retail or residential properties. The width of parallel parking stalls can vary from 7 to 10 feet. Streets with higher traffic volumes and higher speeds should have wider parking spaces or a combination of parking space and buffer zone. Narrower parking spaces can be used if a 3 feet buffer zone is painted between the parking stall and a bicycle or traffic lane. The buffer zone will minimize exposure of doors opening into bicyclists, as well as facilitate faster access into and out of the parking space. Placement of parking stalls near intersections or mid-block crossings should be prohibited so as to not impede sight lines of pedestrians entering crosswalks; see [Section 12A-5, D. 1](#) for parking restrictions near crosswalks. Snow plowing could impact the availability of on-street parking intermittently. Requirements for ADA accessible on-street parking numbers and stall design must be adhered to. Information on those requirements can be found in [Section 12A-2](#).

13. Sidewalks: Sidewalks are the one element of a complete street that is likely to provide a facility for all ages and abilities. Often sidewalks are the only way for young and older people alike to move throughout the community. Sidewalk connectivity is critical to encourage users. Sidewalks should be provided on both sides of all streets unless specific alternatives exist or safety is of concern. All sidewalks are required to meet ADA guidelines or be a part of a transition plan to be upgraded. [Sections 12A-1](#) and [12A-2](#) identify the specific ADA requirements for sidewalks.

Sidewalks that are set back from the curb are more comfortable to the user than if the sidewalk is located at the back of curb. Sidewalks set back from the curb also provide space for the storage of snow plowed from the street and space for signs and other street furniture. It may be helpful to divide sidewalks in mixed-use (i.e., commercial and residential) urban areas into several “zones”: the building frontage zone, next to the building, to allow for doors that open directly onto the sidewalk and other building appurtenances; the pedestrian walkway zone, which should be 5 feet or greater (preferred), 4 feet minimum per ADA; and the furnishing zone, where street furniture, landscaping seating areas, bus stops, bicycle racks, and café dining areas can further enhance the urban environment, support local business activities, and encourage pedestrian activity.

14. Turn Lanes: Turn lanes located at intersections provide opportunities for vehicles to exit the through lanes and improve capacity of the street. Two Way Left Turn Lanes (TWLTL) provide the opportunity to access midblock driveways, and thereby reduce common crash types such as rear-end crashes and sideswipes. Turn lanes also allow continuous movement and potentially

faster speeds in the through lanes, increased crossings distances for pedestrians, and increased conflict areas for bicyclists where merging and weaving areas intersect with bicycle lanes therefore designers should evaluate both the operations and safety of all modes when considering turn lanes. Where turn lanes are present, designers should work to minimize or eliminate conflicts through geometric design and traffic control.

Dedicated left and right turn lane widths and TWLTL lanes should match the width of the lanes on the street when complete street designs are chosen. Local streets should not provide separate turn lanes.

- 15. Medians:** Medians provide for access management, pedestrian refuge, and additional space for landscaping, lighting, and utilities. Use of medians and the functions provided are dependent upon the width of available right-of-way and the other types of facilities that are included. The minimum width needed for pedestrian refuge is 6 feet; see [Section 12A-5](#) for additional design guidance for pedestrian refuge islands. At shared use path crossings, the preferred minimum crossing island width is 10 feet, which accommodates bicyclists with trailers and wheelchair users more comfortably. The minimum width of a median for access control and adjacent to left turn lanes is 4 feet. However, greater widths provide more opportunities for more extensive landscaping. Low height plantings may be considered for all median widths provided that the plantings can be maintained. For landscaped medians that include trees, shrubs, or gateway features, designers should adhere to urban lateral offset clear zone requirements, 4 feet (acceptable) 6 feet (preferred).
- 16. Transit:** Bus service within the state is limited to the larger metropolitan areas. Currently there are a number of fixed route systems in the state. Smaller communities do not have fixed route service due to lack of demand. Children, elderly, and low-income people are the primary users of a fixed route transit system. In addition to system reliability, use of transit systems as a viable commuting option is directly dependent on the frequency of service and the destinations within the fixed route. To have a successful transit system, stops must be within walking or biking distance of residential areas to attract riders and it must have major retail, employment, and civic centers along its route system.

Transit stops should be located on the far side of intersections to help reduce delays, minimize conflicts between buses and right turning vehicles, and encourage pedestrians to cross behind the bus where they are more visible to traffic. Far side stops also allow buses to take advantage of gaps in vehicular traffic. Safe street crossings should be provided near bus stops, typically within 100 feet. For guidance on providing safe street crossings on a variety of road types, refer to [Section 12A-5](#).

Bus turn out lanes are also best located on the far side of intersections. These turn outs free up the through lanes adjacent to the bus stop. Transit bulb outs are more pedestrian friendly than turnouts because they provide better visibility of the transit riders, as well as potentially providing space for bus shelters without creating congestion along the sidewalk. With buses stopping in the through lane, bulb-outs also provide traffic calming for the curb lane.

- 17. Traffic Signals:** Traffic signals are not usually considered an element of complete streets, but they have many components with direct implications for complete streets. The timing, phasing, and coordination of traffic signals impacts all modes. Well-planned signal cycles reduce delay and unnecessary stops at intersections, thus improving traffic flow without street widening, see [Section 13A-4, E](#). Traffic signal timing can be designed to control vehicle operating speed along the street and to provide differing levels of protection for crossing pedestrians and bicyclists, see [Sections 13A-4, F](#) and [12B-3, L](#) for signal timing strategies to minimize conflicts among pedestrians, bicyclists, and motorists.

The flashing don't walk pedestrian phase should be set using a 3.5 feet per second walking speed and the full pedestrian crossing time (walk/flashing don't walk) set using 3.0 feet per second. Some agencies representing the elderly are indicating that the overall walking speed should be 2.7 feet per second to cover a larger portion of the elderly population. ADA accessible pedestrian signal elements, such as audible signal indications, should be included in all new pedestrian signal installations and any installations being upgraded. See [Section 13A-4, F](#) for more information on accessible pedestrian signals.

18. Summary: The table below summarizes some of the critical design elements that should be examined if a complete streets project is implemented. Other geometric elements can be found in [Table 5C-1.02](#). Some of the lane width values shown in the table below differ from the acceptable values from [Section 5C-1](#) because the expectation is that the complete street environment includes the potential for on-street parking and/or bicycle lanes. Adjustments in the values may be necessary to accommodate large volumes of trucks or buses. Contact the Jurisdictional Engineer if design exceptions are being considered.

Table 5M-1.01: Preferred Design Elements for Complete Streets

Classification	Local		Collector				Arterial			
	< 25		< 35		35		< 35		35 to 45	
Posted Speed (mph)	< 25		< 35		35		< 35		35 to 45	
<i>Land use</i> ¹	R/C	I	R/C	I	R/C	I	R/C	I	R/C	I
Travel lane width (ft)	10 ²	11	10	11	10 ³	11	10 ³	11	11	12 ⁴
Turn lane width (ft)	--	--	10	11	10	11	10	11	11	12 ⁴
Two-way left-turn lanes width (ft)	--	--	10	11	10	11	10	11	11	12 ⁴
Curb Offset (ft) ⁵	0	0	0	0	0 to 2	0 to 2	0	0	0 to 2	0 to 2
Parallel parking width (no buffer) (ft) ⁶	8	8	8	9	8	9	8	9	9	9
Sidewalk Width (ft)	See Section 12A-1									
Bicycle lane width (ft)	See Section 12B-3									

¹ R = Residential, C = Commercial, I = Industrial

² For low volume residential streets, two free flowing lanes are not required. They can operate as yield streets if parking is allowed on both sides and vehicles are parked across from each other.

³ When transit is present on a curbed four lane roadway, an 11 foot outside lane may be considered to better accommodate trucks and buses if present.

⁴ Where additional width is necessary to accommodate the preferred bikeway, designers may consider using a lane width of 11 feet.

⁵ Travel lane widths shown provide sufficient width for both the physical and operating space of a typical vehicle for each classification. A curb offset is not required for roadways with a posted speed of 35 mph or less or where on street parking is present. Where the gutter is a different material than the travel lane, it should not be included in the travel lane width. For posted speeds higher than 35 mph, curbs may be offset up to 2 feet from the edge of the travel lane. The gutter width should be considered a part of the curb offset width.

⁶ For arterial or high speed collectors, the parallel parking stall width may be reduced if a minimum 3 foot buffer strip is included.

D. Traffic Calming

Traffic calming is related, but different from complete streets. Through retrofitted design measures, traffic calming aims to slow traffic down to a desired speed. By slowing vehicular traffic, biking and pedestrian activities are made safer.

It is absolutely critical that traffic calming measures recognize the need to maintain access for emergency vehicles. Traffic calming devices are intended to reduce motor vehicle volumes, speeds, or both and by doing so can create conditions appropriate for bicycle boulevards ([Section 12B-3, H](#)). However, traffic calming mitigation needs to be carefully considered to not divert vehicles to adjacent streets and just move the problem. A larger study area than just the street being considered may be needed when evaluating traffic calming measures.

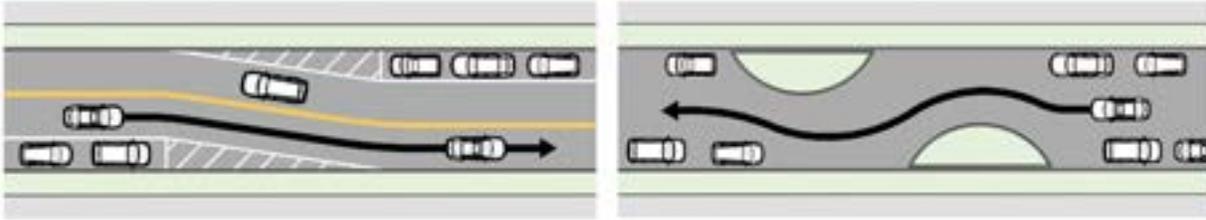
Some traffic calming measures are proven safety measures that reduce crash risk for pedestrians and other road users. They are discussed in more detail in other sections. These include the following.

- Road diet (see Sections 5M-1, C, 3 and [12B-3, G](#))
- Curb extension ([Section 12A-5](#))
- Raised crosswalk and raised intersection ([Section 12A-5](#))
- Pedestrian refuge island ([Section 12A-5](#))

In addition to those safety measures, designers can consider the following traffic calming elements to slow speeds or reduce traffic volumes:

1. **Horizontal Deflection:** These devices force a motorist to slow the vehicle in order to comfortably navigate the traffic calming measure. Horizontal deflection is most appropriate on local and collector streets. It is most effective when parking is robust throughout the day.
 - a. **Lateral Shifts and Chicanes:** Lateral shifts cause travel lanes to shift in one direction, often by shifting on-street parking from one side of a street to the other side of the street. Chicanes are a series of curb extensions, pinch points, parking bays, or landscaping features that alternate from one side of the road to the other to establish a serpentine path of travel for motorists along a street. Chicanes can be implemented on local, collector, and minor arterial streets. The following design guidance should be considered for both treatments.
 - Lateral shifts and chicanes can be used on two-way streets with one lane in each direction, and one-way streets with no more than two lanes.
 - Traffic calming effects are greatest when deflection shifts vehicles back and forth by at least one full lane width.
 - The shifting taper of horizontal deflections should be based on the posted speed. Provide advisory speed plaques (W13-1P) where appropriate to supplement horizontal alignment signs (see [MUTCD Section 2C.07](#)). Otherwise, the design of chicanes generally follows curb extensions design (see [Section 12A-5, D, 5](#)).
 - Avoid using these horizontal deflection treatments along streets with bus, freight, or emergency response activity unless traffic volumes are very low and large vehicles can use the full roadway width.

Figure 5M-1.03: Examples of Lateral Shift (left) and Chicane (right)



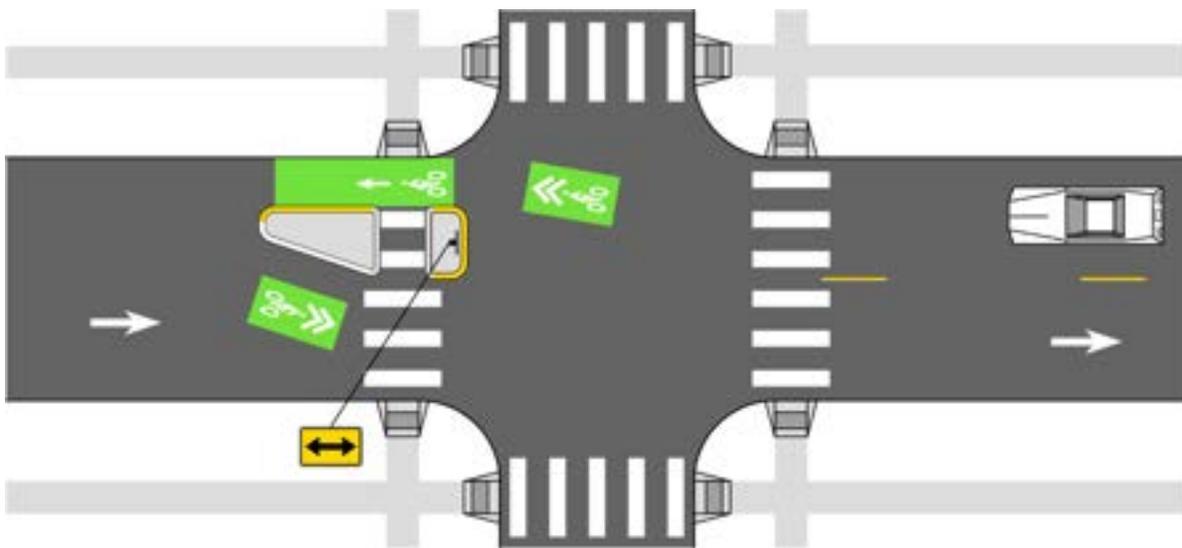
- b. Traffic Circles:** Neighborhood traffic circles are primarily used at four-leg, two-lane local streets and are installed to reduce crash severity and slow traffic speeds. Splitter islands are not required on approaches (unlike a modern roundabout), and the central island is typically raised with a mountable apron to prevent a straight-through movement of the typical design vehicle. The occasional movement of a control vehicle should not be precluded from operating within the intersection with encroachment, if necessary, which may include going the “wrong way” to the left of the traffic circle to make a left turn. Landscaping may be planted in the center median if it does not need to be traversable.
- 2. Vertical Deflection:** These devices include speed humps and raised crosswalks and are effective means for controlling the speeds of motor vehicles. Vertical deflection as a traffic calming measure is only appropriate on local and collector streets where posted speeds are less than 35 mph and where roadway grades do not exceed 8%. In general, all vertical traffic calming devices within roadways should be built with a bicycle friendly vertical deflection profile. The preferred profile is sinusoidal, which is easier for bicyclists to traverse than a circular or flat profile. Sinusoidal profiles are also easier for maintenance vehicles to traverse for street sweeping or snow plowing activities, and they have less of an effect on emergency vehicle access.

Where speed humps are used to control speeds along a roadway, they are most effective when they are placed periodically along the route (every 200 to 400 feet) to reinforce speed control. These devices should be designed to maintain existing drainage patterns to avoid requiring additional inlets and storm sewer. Tapering the speed hump near the edge of pavement or curb line will minimize retrofit installation costs and allow stormwater to flow into existing gutters.

- 3. Traffic Diversion:** Traffic diversion strategies are used to reroute traffic from one roadway onto other adjacent streets by installing design treatments that restrict motorized traffic from passing through. These are often used on bicycle boulevards (see [Section 12B-3. H](#)) to reduce motorist volumes to desired thresholds, and can be used on other roadways where volumes are above desired thresholds for bicycle or pedestrian accommodation.
- a. Regulatory signage:** Signs can be used to prohibit vehicles from entering a roadway using movement prohibition signs (R3-1, R3-2, R3-3, R3-5, etc., or DO NOT ENTER signs (R5-1). These prohibitions can be for all hours or for peak hours only. Signs should be supplemented with an EXCEPT BICYCLES plaque when bicyclists are allowed to perform the movements that are prohibited for motorists. Signs may be supplemented by pavement marking arrows to emphasize the restriction, but pavement markings should not be used when restrictions vary by time of day. Signs and pavement markings alone may not be effective at discouraging motor vehicle access.
- b. Diverters:** A diverter is an island built at an intersection to alter the movement of through and/or turning vehicle traffic. Diverters are commonly designed to maintain through travel for people walking and bicycling while altering routes for motor vehicles. The NACTO *Urban Bikeway Design Guide* provides examples of different types of diverters to reduce traffic volumes on bicycle boulevards. For all diverters, designers should consider the following.

- Diverter islands are designed to maintain bicycle and pedestrian access by providing cut-throughs. Standard cut-through width for bicyclists is 6 feet.
- Diverter islands can include a combination of public art or other vertical elements, so long as they keep sight lines clear. Other vertical elements such as signing, flexible delineator posts, etc. may be appropriate to make the features more visible to motorists and assist snowplow operators when clearing roadways.
- A diverter's effectiveness at limiting speeds is generally limited to the intersection where it is installed. The street may require additional traffic calming treatments in addition to the intersection treatments to achieve the desired operating characteristics.
- Diversers must be designed with transit and emergency vehicle navigation in mind. In some cases, emergency vehicles must be able to travel over or through the diverter if gaps are spaced to accommodate them or if breakaway gates are used.

Figure 5M-1.04: Diverter



Choosing the design elements to use for a particular area will depend on the neighborhood context and the specific concern to be addressed. Prior to evaluating alternative measures, stakeholders must be educated so they can have meaningful involvement. The evaluation needs to involve all stakeholders in the definition of the problem. If possible, all stakeholders, including drivers, pedestrians, bicyclists, and area property owners, would achieve some level of agreement on the traffic calming plan prior to implementation.

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A Policy on **Geometric Design of Highways and Streets**

2018
7th Edition



6.2.2 Cross-Sectional Elements

6.2.2.1 Width of Roadway

For paved roadways, the minimum roadway width is the sum of the traveled way and shoulder widths shown in Table 6-5. Graded shoulder width is measured from the edge of the traveled way to the point of intersection of shoulder slope and foreslope. Where roadside barriers are included, a minimum offset of 4 ft [1.2 m] from the traveled way to the barrier should be provided, wherever practical. For further information, see Section 4.4, “Shoulders,” Section 4.10.2, “Longitudinal Barriers,” and Section 3.3.10, “Traveled-Way Widening on Horizontal Curves” for vehicle offtracking information.

Table 6-5. Minimum Width of Traveled Way and Shoulders

U.S. Customary				Metric			
Design Speed (mph)	Minimum Width of Traveled Way (ft) for Specified Design Volume (veh/day)			Design Speed (km/h)	Minimum Width of Traveled Way (m) for Specified Design Volume (veh/day)		
	under 400	400 to 2000	over 2000		Under 400	400 to 2000	over 2000
20	20 ^a	20	22	30	6.0 ^a	6.0	6.6
25	20 ^a	20	22	40	6.0 ^a	6.0	6.6
30	20 ^a	20	22	50	6.0 ^a	6.0	6.6
35	20 ^a	22	22	60	6.0 ^a	6.6	6.6
40	20 ^a	22	22	70	6.0	6.6	6.6
45	20	22	22	80	6.0	6.6	6.6
50	20	22	22	90	6.6	6.6	6.6 ^b
55	22	22	22 ^b	100	6.6	6.6	6.6 ^b
60	22	22	22 ^b	All Speeds	Width of Shoulder on Each Side of Road (m)		
65	22	22	22 ^b		0.6	1.5	2.4
All Speeds	Width of Shoulder on Each Side of Road (ft)						
	2	4	6				

^a An 18-ft [5.4-m] minimum width may be used for roadways with design volumes under 250 veh/day.

^b Consider using lane width of 24 ft [7.2 m] where substantial truck volumes are present or agricultural equipment frequently uses the road.

Note: See text for roadside barrier and offtracking considerations.

6.2.2.2 Number of Lanes

The number of lanes should be sufficient to accommodate the design traffic volumes for the desired level of service. Normally, capacity conditions do not govern rural collector roads, and two lanes are appropriate. For further information, see Section 2.4, “Highway Capacity.”

It is difficult to define the life of a roadway because major segments may have different lengths of physical life. Each segment is subject to variations in estimated life expectancy for reasons not readily subject to analysis, such as obsolescence or unexpected radical changes in land use, with the resulting changes in traffic volumes, patterns, and demands. Right-of-way and grading may be considered to have a physical life expectancy of 100 years; minor drainage structures and base courses, 50 years; bridges, 25 to 100 years; resurfacing, 10 years; and pavement structure, 20 to 30 years, assuming adequate maintenance and no allowance for obsolescence. Bridge life may vary depending on the cumulative frequency of heavy loads. Pavement life can vary widely, depending largely on initial expenditures and the repetition of heavy axle loads.

The assumption of no allowance for functional obsolescence is open to serious debate. The principal causes of obsolescence are increases in the number of intersections and driveways and increases in traffic demand beyond the design capacity. On non-freeway roadways, obsolescence due to addition of intersections and driveways is much more difficult to forestall; this occurs particularly in urban and suburban areas, but may occur in rural areas as well.

In a practical sense, the design volume should be a value that can be estimated with reasonable accuracy. Many designers believe the maximum design period is in the range of 15 to 24 years. Therefore, a period of 20 years is widely used as a basis for design. Traffic cannot usually be forecast accurately beyond this period on a specific facility because of probable changes in the general regional economy, population, and land development along the roadway, which cannot be predicted with any degree of assurance.

2.3.6 Speed

Speed is one of the most important factors considered by travelers in selecting alternative routes or transportation modes. Travelers assess the value of a transportation facility in moving people and goods by its reliability, convenience, and economy, which are generally related to its speed. The attractiveness of a public transportation system or a new roadway are each weighed by the travelers in terms of time, convenience, and money saved. Hence, the desirability of rapid transit may well rest with how rapid it actually is. In addition to driver and vehicle capabilities, the speed of vehicles on a road depends on five general conditions:

- physical characteristics of the roadway,
- amount of roadside interference,
- weather,
- presence of other vehicles, and
- speed limitations (established either by law or by traffic control devices).

Although any one of these factors may govern travel speed, the actual travel speed on a facility usually reflects a combination of these factors.

The objective in design of any engineered facility used by the public is to satisfy the public's demand for service in an economical manner, with efficient traffic operations and with low crash frequency and severity. The facility should, therefore, accommodate nearly all demands with reasonable adequacy and also should only fail under severe or extreme traffic demands. Because only a small percentage of drivers travel at extremely high speed, it is not economically practical to design for them. They can use the roadway, of course, but will be constrained to travel at speeds less than they consider desirable. On the other hand, the speed chosen for design should not be that used by drivers under unfavorable conditions, such as inclement weather, because the roadway would then be inefficient, might result in additional crashes under favorable conditions, and would not satisfy reasonable public expectations for the facility.

There are important differences between design criteria applicable to low- and high-speed designs. To implement these differences, the upper limit for low-speed design is 45 mph [70 km/h] and the lower limit for high-speed design is 50 mph [80 km/h].

2.3.6.1 Operating Speed

Operating speed is the speed at which drivers are observed operating their vehicles during free-flow conditions. The 85th percentile of the distribution of observed speeds is the most frequently used measure of the operating speed associated with a particular location or geometric feature. The following geometric design and traffic demand features may have direct impacts on operating speed:

- horizontal curve radius,
- grade,
- access density,
- median treatments,
- on-street parking,
- signal density,
- vehicular traffic volume, and
- pedestrian and bicycle activity.

2.3.6.2 Running Speed

The speed at which an individual vehicle travels over a highway section is known as its running speed. The running speed is the length of the highway section divided by the time for a typical vehicle to travel through the section. For extended sections of roadway that include multiple roadway types, the average running speed for all vehicles is the most appropriate speed measure for evaluating level of service and road user costs. The average running speed is the sum of the distances traveled by vehicles on a highway section during a specified time period divided by the sum of their travel times.

One means of estimating the average running speed for an existing facility where flow is not interrupted by signals or other traffic control devices is to measure the spot speed at one or more locations. The average spot speed is the arithmetic mean of the speeds of all traffic as measured at a specified point on the roadway. For short sections of roadway, on which speeds do not vary materially, the average spot speed at one location may be considered an approximation of the average running speed. On longer stretches of rural highway, average spot speeds measured at several points, where each point represents the speed characteristics of a selected segment of roadway, may be averaged (taking relative lengths of the roadway segments into account) to provide a better approximation of the average running speed.

The average running speed on a given roadway varies during the day, depending primarily on the traffic volume. Therefore, when reference is made to a running speed, it should be clearly stated whether this speed represents peak hours, off-peak hours, or an average for the day. Peak and off-peak running speeds are used in design and operation; average running speeds for an entire day are used in economic analyses.

The effect of traffic volume on average running speed can be determined using the procedures of the *Highway Capacity Manual* (HCM) (43). The HCM shows the following:

- **Freeways and multilane highways in rural areas**—there is a substantial range of traffic volumes over which speed is relatively insensitive to the volume; this range extends to fairly high volumes. Then, as the volume per lane approaches capacity, speed decreases substantially with increasing volume.
- **Two-lane highways**—speed decreases linearly with increasing traffic volume over the entire range of volumes between zero and capacity.
- **Streets in urban areas**—speed decreases with increasing traffic volume over the entire range of volumes between zero and capacity; the decrease in speed with increasing volume is non-linear at higher volumes.

2.3.6.3 Design Speed

Design speed is a selected speed used to determine the various geometric design features of the roadway. The selected design speed should be a logical one with respect to the anticipated operating speed, topography, the adjacent land use, modal mix, and the functional classification of the roadway. In selection of design speed, every effort should be made to attain a desired combination of safety, mobility, and efficiency within the constraints of environmental quality, economics, aesthetics, and social or political impacts. Once the design speed is selected, all of the pertinent roadway features should be related to it to obtain a balanced design. On lower-speed facilities, use of above-minimum design criteria may encourage travel at speeds higher than the design speed. Some design features, such as curvature, superelevation, and sight distance, are directly related to, and vary appreciably with, design speed. Other features, such as widths of lanes and shoulders and clearances to walls and rails, are not directly related to design speed but

they do affect vehicle speeds. Thus, when a change is made to design speed, many elements of the roadway design will change accordingly.

The selected design speed should be consistent with the speeds that drivers are likely to travel on a given roadway. Where a reason for limiting speed is obvious, drivers are more apt to accept lower speed operation than where there is no apparent reason. A roadway of higher functional classification may justify a higher design speed than a lesser classified facility in similar topography. A low design speed, however, should not be selected where the topography is such that drivers are likely to travel at high speeds. Drivers do not adjust their speeds to the importance of the roadway, but to their perception of the physical limitations of the highway and its traffic.

Lower speeds are desirable for thoroughfares in walkable, mixed-use urban areas and this desire for lower speeds should influence the selection of the design speed. For design of such streets, a target speed should be selected (29). The target speed is the highest speed at which vehicles should operate on a thoroughfare in a specific context, consistent with the level of multimodal activity generated by adjacent land uses, to provide both mobility for motor vehicles and a desirable environment for pedestrians, bicyclists, and public transit users. The target speed is intended to be used as the posted speed limit. In some jurisdictions, the speed limit is established based on measured speeds. In these cases, it is important for the design of the thoroughfare to encourage an actual operating speed that equals the target speed (16, 35).

The selected design speed should reflect the needs of all transportation modes expected to use a particular facility. Where traffic and roadway conditions are such that drivers can travel at their desired speed, there is always a wide range in the speeds at which various individuals will choose to operate their vehicles. A cumulative distribution of free-flow vehicle speeds typically has an S-shape when plotted as the percentage of vehicles versus observed speed. The selected design speed should be a high-percentile value in this speed distribution curve (i.e., inclusive of nearly all of the desired speeds of drivers, wherever practical).

It is desirable that the running speed of a large proportion of drivers be lower than the design speed. Experience indicates that deviations from this desired goal are most evident on sharper horizontal curves. In particular, curves with low design speeds (relative to driver expectation) are frequently overdriven and may have higher crash frequencies. Therefore, it is important that the design speed used for horizontal curve design be a conservative reflection of the expected speed on the constructed facility.

Table 2-1 shows the corresponding design speeds in metric and U.S. customary units in 5-mph [10 km/h] increments. This table should be used in converting the units of measurement of design speeds.

Although the selected design speed establishes the limiting values of curve radius and minimum sight distance that should be used in design, there should be no restriction on the use of flatter

From: [mary griswold](#)
To: [Melissa Jacobsen](#)
Subject: Fwd: Ord 25-71 lane width suggested changes
Date: Wednesday, January 14, 2026 6:56:34 PM

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

----- Original Message -----

Subject: Ord 25-71 lane width suggested changes
Date: Tue, 13 Jan 2026 19:21:49 -0500
From: "mary griswold" <mgrt@xyz.net>
To: bradley parsons <bradleyparsons@ci.homer.ak.us>, rachel lord <rachellord@ci.homer.ak.us>, caroline venuti <carolinevenuti@ci.homer.ak.us>, donna aderhold <donnaaderhold@ci.homer.ak.us>, storm hansen <stormhansen@ci.homer.ak.us>, jason davis <jasondavis@ci.homer.ak.us>, shelly erickson <shellyerickson@ci.homer.ak.us>

Ord 25-71 (s) line 103:

f. Width. Right-of-way, traveled way, and shoulder width standards for City streets shall, at a maximum, be as follows to prevent oversizing and promote safety; individual travel lanes shall not exceed 10 ft, or 11 ft on designated truck routes:

(These phrases need some wordsmithing,)

I oppose setting the maximum travel lane width at 10 feet. Surely no one advocates for playing bumper cars on lanes less than 10 feet wide. Setting the maximum at 10 feet means all lanes will be 10 feet wide. I prefer that travel lanes be a minimum of 10 feet wide. This allows discretion and flexibility for 11-foot-wide travel lanes where appropriate.

Suggested:

f. Individual travel lanes shall be at a minimum 10 feet wide or 11 feet wide on designated truck routes. Right-of-way, traveled way, and shoulder width standards for City streets shall be as follows:

TABLE

On the table, amend the traveled way width from 20 feet to 20-22 feet for collector, res; local res paved; and local res gravel roads. This will allow design flexibility to design 11-foot lanes where appropriate.

Amy Woodruff

From: mary griswold <mgrt@xyz.net>
Sent: Monday, January 5, 2026 11:46 AM
To: Amy Woodruff
Subject: Public testimony Ord 25-71 Lane Widths

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

Please include in the packet for the 01.12.26 City Council meeting:

I am opposed to Ord 25-71 requiring developers to construct new roads to a maximum of 10-foot-wide travel lanes for residential paved and gravel roads and for residential and industrial collector roads. This is too restrictive to meet traffic safety realities. New residential gravel roads with 10-foot-wide lanes and no allowance for shoulders as proposed in this ordinance are especially dangerous. Any small driver distraction could land cars in the ditch. See the table below line 105 in the ordinance for proposed changes to lane and shoulder widths.

One good justification for the existing requirement for a 26-foot-wide travel way for gravel residential roads is that there is no way to differentiate between the gravel travel lane and the gravel shoulder. The 26-foot travel way provides for decent travel lanes plus adequate shoulders.

I live off Spencer Drive which is a well-maintained City road. It was built long ago within a 30-foot easement and requires a substantial ditch. I measured the top gravel surface at 24 to 25 feet wide, ditch to ditch. This width is adequate for two -way traffic by small vehicles. It is not adequate for a pickup truck meeting a water or fuel delivery truck. The edge of the road gets soft with rainfall and general wear, and the road width narrows with snow berms. Drivers often pull into a driveway to let a large vehicle come up the hill.

Judging from existing roads and their travel lane widths provided in the supporting materials, "City of Homer Road Width Notes," it seems to me that the better roads in Homer are those with 11 and 12-foot-wide travel lanes.

Forcing drivers to operate their vehicles closer to each other than they would normally desire to lower speed, as recommended in the supplemental material seems questionable to me in Homer driving conditions: dodging potholes in summer and avoiding ice or snow in winter. We have a lot of large personal pickup trucks, school buses, and delivery vans using our residential roads. It's nice to have a little more room within our lane to maneuver.

I prefer that new roads be designed with adequate shoulders and accommodation for bicycles and pedestrians. This is the best way to promote safety for all users. The ordinance memo recognizes that developers must begin their road design somewhere. The existing design tables are a good starting point and can help guide road design on a case-by-case basis. Ten-foot-wide travel lanes with adequate shoulder width may be feasible for short residential roads that are not likely to be extended. Most new residential and collector roads would be better with 11 or 12-foot travel lanes.

Amy Woodruff

From: Bob Shavelson <bobshavelson@gmail.com>
Sent: Thursday, January 8, 2026 9:11 AM
To: Department City Manager; Department Clerk
Cc: Miranda Weiss
Subject: Hornaday Loop Trail & West Fairview Avenue Safety

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

Dear City Manager & City Council Members –

Please accept this short note in support of a loop trail around Hornaday Park, and to advocate for safer road conditions on West Fairview Avenue.

1. Hornaday Loop Trail: First, thank you to the City Council for having the vision to acquire the property above Hornaday Park. We have a long history walking this area, and it's truly an unpolished gem sitting within the City limits. We strongly support whatever engineering and other work is needed to bring a loop trail up to relevant standards. Such improvements will bring incredible value to residents and visitors alike.

2. West Fairview Avenue: We have lived on West Fairview Avenue for the past 18 years, and since the road connected through to Eric Lane, we've noticed marked changes in the safety of the road and the complexion of the neighborhood. Due to the greatly-increased level of traffic now, we strongly support enhanced traffic calming measures on West Fairview. More specifically, we believe traffic lanes should be no more than 10' wide so vehicles reduce their speed and pedestrians and bikes have ample space. Additionally, because we will be putting in a trail down the west side of our property - connecting the bottom of Reber Trail to Soundview Avenue – we think it's important to install a stop sign where Reber Trails meets West Fairview/Eric Lane so trail walkers can safely cross the street.

As longtime residents and property owners in this area, we know the livability of this neighborhood depends on safe roads and ample walking and biking spaces.

Thank you for considering these comments and if anyone from the City would like to walk our proposed trail or learn more about it, please get in touch.

Sincerely,

Bob Shavelson & Miranda Weiss

795 West Fairview Avenue

907.299.3277

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

Davis/Parsons

3
4 **ORDINANCE 25-71(S)(A)**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA AMENIDNG
7 HOMER CITY CODE 11.04.050 MASTER ROADS AND STREET PLANS-
8 ADOPTED, ~~11.04.058, DESIGN CRITERIA MANUAL ADOPTED,~~ AND
9 11.04.060 GEOMETRIC DESIGN REQUIREMENTS.

10
11 WHEREAS, The National Association of City Transportation Officials (NACTO) recommends
12 maximum lane widths of 10 feet on residential streets and collectors to enhance safety by reducing
13 vehicle speeds, shortening pedestrian crossing distances, and minimizing crash severity; and
14

15 WHEREAS, Consistency in street widths is desirable for equitable safety and traffic calming
16 across the City; and
17

18 WHEREAS, Many existing streets, such as Soundview, Mountain View, Danview, Bunnell,
19 Kachemak Way, and Fairview, already feature 10-foot lanes that align with NACTO guidelines, while
20 others like Greatland and Poopdeck (12 feet) and Heath (13.5-14 feet) have wider lanes that encourage
21 higher speeds and increase risks; and
22

23 WHEREAS, Narrower lanes promote traffic calming, improve pedestrian and cyclist safety, and
24 allow reallocation of right-of-way space for bike lanes, sidewalks, and green buffers per NACTO
25 guidelines; and
26

27 WHEREAS, There has long been an intent to update the City's 40-year-old Design Criteria
28 Manual to encourage traffic calming moving city policies into greater alignment with more modern
29 NACTO standards; and
30

31 WHEREAS, Despite this intent, the update effort has made little progress, resulting in continued
32 construction of roads with wide lanes that encourage higher speeds and compromise safety; and
33

34 WHEREAS, The purpose of this ordinance is to address lane widths only, pending
35 comprehensive updating of other standards in city code and in the Design Criteria Manual.
36

37 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
38

39 Section 1. Homer City Code 11.04.050, Master Roads and Street Plans-Adopted is hereby
40 amended to read as follows:
41

42 **11.04.050 Master Roads and Streets Plan – Adopted.**

43 a. The City hereby adopts the functional classification system, Master Plan map, and preliminary
44 plans and profiles of future streets contained in the Master Roads and Streets Plan.

45 b. In all new subdivisions, excepting those specifically exempted in Chapter 22.10 HCC, the subdivider
46 shall be required to dedicate street rights-of-way designated as arterials or collectors on the Master

47 Roads and Streets Plan map, in general agreement with the location and geometrics outlined on the
48 map and, if preliminary engineering plans have been prepared, in general accordance with the route
49 layout specified therein. The Planning Commission may require adjustments to the proposed plat at
50 the preliminary platting stage if it finds that such geometrics and alignments are not adhered to.

51 c. If a development includes a segment of an arterial or collector street as shown on the Master Plan,
52 the developer shall construct the streets on the alignment adopted in the Master Roads and Streets
53 Plan, and according to the geometric requirements (maximum grade, curvature, and intersection
54 grade, and minimum intersection curb return radius) conforming to the respective classification. The
55 developer, in such case, shall be required to construct the street **in accordance with the table in**
56 **11.04.060(f)** ~~to a 28-foot width 20-foot maximum traveled way width (with 10-foot maximum~~
57 ~~lanes and up to 4' shoulders if needed to accommodate bike/pedestrian facilities).~~ in accordance
58 with the minimum requirements of a local residential street; provided, however, that the City may,
59 upon direction of the City Council, elect to require construction to the full standards and pay to the
60 developer the cost difference between the required street and the proposed street.

61 d. The City Council shall be empowered to designate additional routes as arterials and collectors
62 beyond those adopted on the Master Plan map.

63 Section 2. Homer City Code 11.04.058, Design Criteria Manual-Adopted is hereby amended to
64 read as follows:
65

66 **11.04.058 Design Criteria Manual – Adopted.**
67

68 The City of Homer adopts by reference the “Design Criteria Manual for Streets and Storm Drainage,”
69 dated April 1985 and revised February 1987. The “Design Criteria Manual” shall augment the
70 standards of this chapter **except for street widths, for which maximums in HCC.04.060 shall be**
71 **applied,** and shall govern site reconnaissance, survey and soils and design for streets and storm
72 drains.

73 Section 3. Homer City Code 11.04.060 Geometric Design Requirements is hereby amended to
74 read as follows:
75

76 **11.04.060 Geometric design requirements.**
77

77 The following design criteria shall be adhered to on all street construction within the City:

78 a. Street Alignment. The street construction shall coincide with the right-of-way centerline unless
79 otherwise approved by the City.

80 b. Street Design. Streets shall be designed to meet the following objectives:

- 81 1. To drain adjacent property where possible;
- 82 2. To match existing driveways where possible, and in all cases to match existing cross-street
83 grades;
- 84 3. To minimize cross-street or driveway grades;

- 85 4. To provide drainage of roadways;
- 86 5. To facilitate continuity of natural drainage patterns if storm drains are not incorporated in
- 87 accordance with the Drainage Management Plan.

88 c. Grade and Curvature Maxima. The following design limitations shall apply to grades and curvature

89 according to the street’s functional classification:

Classification	Maximum Grade (%)	Short Distance (Less Than 500') Maximum Grade (%)	Maximum Grade on Curve (%)	Minimum Curve Radius (feet)*
Major arterial	6	8	6	700
Minor arterial	8	10	6	600
Collector, comm./indus.	8	12	6	500
Local, comm./indus.	8	12	6	500
Collector, res.	10	12	8	500**
Local, res.	10	12	8	150**

- 90
- 91 * Radius shall be measured to right-of-way centerline.
- 92 ** In hilly terrain (as defined by the Design Criteria Manual), the minimum curve radius for residential
- 93 collector streets may be reduced to 275 feet, and the minimum curve for local residential streets may
- 94 be reduced to 120 feet, upon approval of the City Public Works Engineer.

95

96 d. Traffic Forecast. Street design criteria (e.g., pavement thickness, roadway widths, etc.) shall be

97 based on 20-year traffic forecasts as approved by the City. Forecasts for local streets shall be based on

98 estimated trip generation, such estimates to be obtained on per-unit basis from the Design Criteria

99 Manual and standard texts and calculated by the design engineer for the given land-use intensity and

100 type.

101 e. Cul-de-Sacs. Cul-de-sacs must not be longer than 600 feet and must have turnaround, with a

102 minimum radius to outer edge of pavement or shoulder of 38 feet.

103 f. Width. Right-of-way, traveled way, and shoulder width standards for City streets shall, ~~at minimum~~

104 ~~maximum~~, be as follows: **to prevent oversizing and promote safety; individual travel lanes shall**

105 **not exceed 10 ft, or 11 ft on designated truck routes;**

Functional Class or Type	Right-of-Way Width (feet)	Traveled Way Width (feet)	Shoulder Width, Each Side (feet)*
Arterial, major	100	36 20-36	4 4-8
Arterial, minor	100	26 20-24	4 4-6
Collector, comm./indus.	80	26 20-22	4

Functional Class or Type	Right-of-Way Width (feet)	Traveled Way Width (feet)	Shoulder Width, Each Side (feet)*
Collector, res.	80	26 20	4 5
Local, comm./indus.	60	22 20-22	3 4-5
Local, res., gravel road/street	60	26 20	0 3-5
Local, res., paved road/street	60	26 20	4
Cul-de-sac turn-around radius	50 (radius)	38 (radius)	2

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* Shoulder width reductions may be allowed **on the side of the road with the pedestrian facility should be minimized** on roads with curb and gutter **and/or adjacent paths of travel (sidewalks or Multi-Use Paths).**

g. The right-of-way width standards of subsection (f) of this section shall constitute ~~minimum~~ **maximum** dedication requirements for subdivisions for respective street classification. Subdividers and developers shall be required to construct roadways to the width specified for local residential streets, regardless of the street classification.

h. Construction or reconstruction of existing streets in preexisting platted rights-of-way narrower than those defined in subsection (f) of this section shall require dedication of a sufficient construction and maintenance easement on each side of the road to allow the roadway to be constructed in accordance with Chapter 11.20 HCC and the City of Homer Design Criteria Manual.

i. Other design criteria shall be as specified in the City of Homer “Design Criteria Manual for Streets and Storm Drainage.” Further explanation and elaboration of the requirements in subsections (c) through (f) of this section is also set forth in the Design Criteria Manual.

Section 4. 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 _____, 2026.

CITY OF HOMER

 RACHEL LORD, MAYOR

ATTEST:

 AMY WOODRUFF, CITY CLERK

YES:

NO:

ABSTAIN:

- 141 ABSENT:
- 142
- 143 First Reading:
- 144 Public Hearing:
- 145 Second Reading:
- 146 Effective Date:

CITY OF HOMER
FINANCIAL SUPPLEMENT

PROJECT NAME	<u>City Hall ADA Push Button Door</u>	DATE	<u>01/08/2026</u>
DEPARTMENT	<u>Council</u>	SPONSOR	<u>Venuti/Parsons</u>
REQUESTED AMOUNT	<u>\$ 10,000</u>		

DESCRIPTION	<p>The City of Homer recognizes the importance of having accessible buildings and programs for employees, residents and visitors. Homer City Hall is accessed by community members for a variety of reasons such as attending public meetings, registering to vote, casting a ballot on election day, working with the Planning Department, and signing up for services, to name a few. The lower-level entrance is difficult to enter because the doors are heavy and fluctuating temperatures throughout the winter make it difficult to maintain a manageable pull weight and sufficient closing rate. The City of Homer ADA Transition Plan identifies this door as a recurring maintenance issue as they are adjusted regularly through routine building maintenance. Installing a push button opener to the lower-level entrance will remove a barrier for access to Homer City Hall and alleviate the staff time needed for routine door adjustment.</p>
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FUNDING SOURCE(S)	OPERATING	GF CARMA	GF FLEET CARMA	PORT RESERVES	WATER CARMA
	0%	100%	0%	0%	0%
	HAWSP	HART-ROADS	HART-TRAILS	PORT FLEET RESERVES	SEWER CARMA
	0%	0%	0%	0%	0%

FUNDING SOURCE 1: ADA CARMA (156-0372)	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance <u>\$ 60,000</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 0</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 10,000</u>	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda <u>\$ 0</u>	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance <u>\$ 50,000</u>	Remaining Balance _____	Remaining Balance _____
FUNDING SOURCE 4:	FUNDING SOURCE 5:	FUNDING SOURCE 6:
Current Balance _____	Current Balance _____	Current Balance _____
Encumbered _____	Encumbered _____	Encumbered _____
Requested Amount _____	Requested Amount _____	Requested Amount _____
Remaining Balance _____	Remaining Balance _____	Remaining Balance _____

**CITY OF HOMER
HOMER, ALASKA**

Venuti/Parsons

ORDINANCE 26-01

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING THE FY26 CAPITAL BUDGET BY APPROPRIATING \$10,000 FROM THE AMERICANS WITH DISABILITIES ACT (ADA) CAPITAL ASSET REPAIR AND MAINTENANCE ALLOWANCE FUND FOR THE PURPOSE OF PURCHASING AND INSTALLING AN ACCESSIBLE PUSH BUTTON DOOR OPENER AT CITY HALL.

WHEREAS, The City of Homer recognizes the importance of having accessible buildings and programs for employees, residents and visitors; and

WHEREAS, Homer City Hall is accessed by community members for a variety of reasons such as attending public meetings, registering to vote, casting a ballot on election day, working with the Planning Department, and signing up for services, to name a few; and

WHEREAS, The lower-level entrance is difficult to enter because the doors are heavy and fluctuating temperatures throughout the winter make it difficult to maintain a manageable pull weight and sufficient closing rate; and

WHEREAS, The City of Homer ADA Transition Plan identifies this door as a recurring maintenance issue as they are adjusted regularly through routine building maintenance; and

WHEREAS, Installing a push button opener to the lower-level entrance will remove a barrier for access to Homer City Hall and alleviate the staff time needed for routine door adjustment.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY26 Capital Budget by appropriating \$10,000 as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
156-0372	ADA CARMA	\$10,000

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 _____, 2026.

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CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

AMY WOODRUFF, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:



MEMORANDUM

Ordinance 26-02, An Ordinance of the City Council of Homer, Alaska Amending the FY26 Capital Budget by Accepting and Appropriating Principal Forgiveness Subsidy from a Loan from the Alaska Department of Environmental Conservation (ADEC) Under its Drinking Water Revolving Loan Program in the Amount of \$1,331,882 for the A-Frame Transmission Line Replacement Project and Authorizing the City Manager to Negotiate and Execute a Loan Agreement

Item Type: Backup Memorandum
Prepared For: Mayor Lord and City Council
Date: December 5, 2025
From: Daniel Kort, Public Works Director
Through: Melissa Jacobsen, City Manager

I. Issue:

The purpose of this Memorandum is to accept a loan and its associated principal forgiveness subsidy from the Alaska Department of Environmental Conservation (ADEC) under its State Revolving Fund Drinking Water Loan Program in the amount of \$1,331,882. Additionally, this memorandum's purpose is to authorize the City Manager to negotiate and execute the Loan Agreement.

II. Background:

This project's purpose is to replace the 60-year-old, cast iron water main that conveys water from the Drinking Water Treatment Plant (WTP) to the west side of Homer. This water main runs down the steep hill behind the hospital and feeds water into the water mains on Mountain View and Island View. The steep hill behind the hospital consists of slopes of 50 – 65%, and there is concern that this aging pipe is susceptible to catastrophic failure due to an earthquake or slope failure/landslide. The Public Works Department has estimated the total cost of this project to be \$1,331,882.

The City applied for a loan from the ADEC's State Revolving Fund program, which was authorized by Resolution 25-077. The State Revolving Fund doesn't technically issue grants, but they can issue loans and then forgive a portion of the loan, which they call principal forgiveness. The loan for the A-Frame Transmission Line Replacement Project has \$1,331,882 in principal forgiveness attached, which is the full value of the loan.

III. Recommendation

The Public Works Department recommends that the Homer City Council accept and appropriate principal forgiveness subsidy from a loan from the ADEC in the amount of \$1,331,882 which will be used to fully reimburse the Homer Accelerated Water and Sewer Program (HAWSP) for expenses from the A-Frame Transmission Line Replacement Project.

The Public Works Department further recommends that the Homer City Council authorize the City Manager to negotiate, execute, and deliver the Loan Agreement.

Attachments:

Project Page from the 2026-2031 Capital Improvement Plan
Draft Agreement



A-Frame Water Transmission Line Replacement

Project Description and Benefit: This project rectifies a vulnerability in the City’s drinking water infrastructure to safeguard our clean drinking water supply in support of the life, health and safety of Homer’s 5,750 residents and additional residents in surrounding unincorporated areas who rely on commercial delivery of residential and commercial potable water. It replaces approximately 800 linear feet of existing 8-inch cast iron drinking water supply line in Homer’s water utility system. The 58-year old section of line is brittle, corroded and on a 52-degree slope, making it extremely susceptible to catastrophic damage due to slope failure or seismic activity. It is also prone to cracking or rupture during seismic activity, which can introduce harmful bacteria and pathogens into the drinking water system.

To avoid waterline failure, the project completes design and replaces the existing line with 10-inch high density polyethylene (HDPE) transmission water main. Design engineering includes a subsurface anchoring restraint system to increase stability in a slope subsidence event.

This supply line is the only line transmitting water to the west side of Homer. It serves hundreds of customers, South Peninsula Hospital, several health clinics in Homer’s medical district, the senior center, its assisted living and independent senior housing, and two schools. Loss of this line would have a devastating impact to public health and safety, and fire protection capability. Even short-term water supply disruption (due to severe, but repairable seismic damage to the supply line) has serious consequences. The expedient availability of machinery and spare parts for timely repair during a major disaster and the need to provide emergency drinking water are additional challenges/concerns.

Plans & Progress: Replacing this water line has been on the Utility Department’s Capital Improvement Program for several years. A conceptual cost estimate has been completed and will proceed in two phases, design and construction. The City is proceeding with design utilizing funds from the Alaska Department of Environmental Conservation’s (ADEC) Clean Drinking Water Revolving Loan Fund. The overall project is included in the State’s Intended Use Plan for \$1,331,882 with 100% principle forgiveness. A \$973,686 FY26 Community Project Funding request by Congressman Begich to the House Interior and Environment appropriations subcommittee was included in the House Appropriations Bill and if signed into law, could potentially provide a source of contingency funding for construction if needed.

Total Project Cost: \$1,331,882

Design: \$ 190,289

Construction: \$1,141,593

FY26 ADEC Loan: \$1,31,882 (Design funds secured)

FY26: Federal Appropriation Pending: \$973,868

City of Homer Match: \$324,623



Replacing the water transmission line is critical for the life, health and safety of residents who rely on the system for delivery of residential and commercial potable water.



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Environmental
Conservation

DIVISION OF WATER
PO Box 111800
Juneau, Alaska 99811-1800
Main: 907.465.6594
Fax: 907.465.5177

November 26, 2025

Melissa Jacobsen
City Manager
City of Homer
491 E. Pioneer Avenue
Homer, Alaska 99603-7624

RE: Loan Agreement No. ADWF 409461-S for A-Frame Transmission Line Replacement

Dear Melissa Jacobsen:

Enclosed for signature is the loan agreement in the amount of \$1,331,882 for the A-Frame Transmission Line Replacement project. This loan is provided with \$1,331,882 in loan forgiveness. The finance rate for this loan is 0.5 percent of the disbursed loan funds.

A resolution to authorize the borrower's execution of the loan agreement is required to be returned to the Department. Please return a copy of the fully signed loan agreement to dec.facilities.grants.loans@alaska.gov or mail a hard copy to the address identified below. The signed original agreement should be retained for your records.

Alaska Department of Environmental Conservation
Division of Water
Attn: State Revolving Loan Program
555 Cordova Street
Anchorage, Alaska 99501

This loan is not effective, and no disbursements will be made until the Department has received a copy of the fully signed agreement. If you have any questions regarding the loan agreement you may contact Young Ha, Program Manager, at 907-269-7544 or Josh Alvey, Project Engineer, at 907-269-1065.

Sincerely,

A handwritten signature in blue ink that reads "Carrie Bohan".

Carrie Bohan
Facilities Programs Manager

Enclosure: ADWF No. 409461-S A-Frame Transmission Line Replacement Loan Agreement

**Drinking Water State Revolving Fund
Loan Agreement
No. ADWF 409461-S**

Between

**State of Alaska
Department of Environmental Conservation
Division of Water
State Revolving Fund Program**

And

City of Homer

A-Frame Transmission Line Replacement	
Loan Amount	\$1,331,882
Subsidy Amount	\$1,331,882
Loan Fee	0.5%

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Article 1. Loan Terms

This loan agreement (“Agreement”) is made and entered into as of the date of final signature by the Alaska Department of Environmental Conservation (“Department”) and the City of Homer (“Borrower”) as identified in Article 4, and continues in full force and effect until the final day of the Agreement Period. This Agreement is made subject to, and conditional upon, the availability of funds.

1.01 Borrower Information

Borrower Name:	City of Homer
Borrower Mailing Address:	491 E. Pioneer Avenue, Homer, AK 99603-7624
Name of Authorized Signatory:	Melissa Jacobsen, City Manager
Resolution Number:	25-077

1.02 Project Description

The Borrower shall use this loan to design and replace 1,200 linear feet of existing 8-inch cast iron water transmission line with 10-inch high density polyethylene (HDPE) pipe from Homer’s water treatment plant to the distribution system.

1.03 Loan Amount

\$1,331,882

1.04 Principal Forgiveness

\$1,331,882

1.05 Loan Fee

Fee: 0.5%

Article 2. General Terms and Conditions

The Borrower shall comply with all applicable federal, state and local laws, requirements, and ordinances for the planning, design, construction, implementation, and administration of the Project and this Agreement, including but not limited to those identified in the General Terms and Conditions and Attachments.

2.01 Accounting Practices

The Borrower shall separately account for all monies received from the Alaska Drinking Water Fund and shall maintain project accounts in accordance with generally accepted governmental accounting principles. The Department shall have the right to audit Borrower's records related to the Project.

2.02 Timely Use of Funds

- a. Concurrent with the execution and delivery of this Agreement, or as soon thereafter as practicable, the Borrower shall take all steps necessary to complete the Project in a timely manner in accordance with all applicable loan conditions.
- b. The Department will, in its discretion, revoke this Agreement if the Borrower has not initiated (e.g., solicited a design or construction contractor for the project, applied for notice to proceed for construction projects, incurred eligible expenses, etc.) the Project within one year after signing the Agreement.

2.03 Disbursement of Funds

Subject to the terms and conditions of this Agreement, the Eligible Project Costs less other funding sources will be disbursed by the Department upon receipt and approval of Disbursement Requests and Quarterly Project Status Reports.

The Borrower shall submit Disbursement Requests and Quarterly Project Status Reports to the Department via the Division of Water's Online Application System (OASys). OASys may be accessed at the following link: <https://dec.alaska.gov/water/oasys>.

- a. Disbursement Requests and Quarterly Project Status Reports must be submitted to the Department within 30 days following the end of each calendar quarter.
- b. Should the Borrower fail to submit the Quarterly Project Status Reports as required, the Department will not process subsequent Disbursement Requests until a Quarterly Project Status Report is received.
- c. Departmental approvals required by this Agreement will not be unreasonably withheld.

- d. The Department will disburse funds only as necessary to complete the Project. Any funds remaining after completion of the Project will remain in the Alaska Drinking Water Fund.
- e. Borrower shall provide the Department with written evidence of materials and labor furnished to and performed upon the Project and such receipts of the payment of the same, releases, satisfactions and other signed statements and forms as the Department may reasonably require.
- f. The Department may at any time review and audit requests for disbursement and make adjustments for, among other things, ineligible expenditures, mathematical errors, items not built or bought, unacceptable work and other discrepancies.

2.04 Principal Forgiveness

As part of this Agreement, the Department has offered the Borrower \$1,331,882 of Subsidy, in the form of principal forgiveness.

- a. Subsidy will be applied to each disbursement at 100% until all available Subsidy has been applied.
- b. If no disbursement request is made within one year, the Department may take action to rescind the Subsidy offer.

2.05 Loan Fee

- a. The Department will charge a fixed fee of one-half of one percent (0.5%) of the total amount of financial assistance disbursed. This fee shall be deducted from each disbursement at the time of payment.

2.06 Notification

Any disbursement or repayment made by the Department or Borrower under this Agreement shall be delivered by electronic transfer or by registered or certified mail.

- b. Any disbursement addressed to the Borrower shall be sent to:

Melissa Jacobsen, City Manager
City of Homer
491 E. Pioneer Avenue
Homer, Alaska 99603-7624

2.07 Insurance

- a. If applicable, until the Project is completed by the Borrower, the Borrower (or at the option of the Borrower, the contractor) shall maintain insurance for the loss of the Project Facility for the benefit of the Department, the Borrower and the prime contractor, and all subcontractors, as their interests in the Project may appear. The

- Borrower shall insure the Facility against loss or damage in an amount at least equal to the Eligible Project Costs.
- b. If applicable, an insurance policy issued pursuant to Section 2.07(a) must be written or endorsed to make losses payable to the Department and the Borrower as their interests may appear. The interests of the Department are limited to the unpaid principal balance of the loan and any finance charge and penalties accrued as of the date such loan may be paid in full as a result of any insurance payoff, following destruction or damage to the Project Facility.
 - c. In the event the Borrower fails to maintain the full insurance coverage required by this Agreement, the Department may take out the required policies of insurance and pay the premiums. All amounts so advanced by the Department shall become an additional obligation of the Borrower to the Department.
 - d. The Borrower shall require its contractors and subcontractors to maintain workers compensation, commercial general liability, property damage, and vehicle liability insurance. Until the Project is complete, the Borrower (or at the option of the Borrower, the contractor) shall maintain insurance for the loss of the facility for the benefit of the Department, the Borrower, the prime contractor, and all subcontractors, as their interests in the Project may appear.

2.08 Environmental Review

Prior to initiating the Project, the Borrower shall consult with the Department to determine the required level of environmental review. The Department will notify the Borrower of the type of environmental documentation that will be required, if any.

The Borrower shall complete an environmental review in accordance with the State Environmental Review Process (SERP), and in compliance with state and federal environmental laws prior to any ground disturbing or construction activities conducted as part of this Project. Disbursement Requests for costs related to construction activities shall not be accepted until the SERP review has been completed. Any ground disturbing or construction activities that occur prior to the notification to the Borrower, by the Department, that Department's decision has been finalized are ineligible for reimbursement.

Any mitigation measures identified through the environmental review shall be fully implemented by the Borrower.

An environmental determination is valid for five years. Any activities occurring more than five years following the original environmental determination must undergo an additional review.

2.09 Archeological and Historical Preservation

If historical or cultural artifacts are discovered during the Project, the Borrower shall immediately stop construction and implement reasonable measures to protect the discovery

site from further disturbance; take reasonable steps to ensure confidentiality of the discovery site, restrict access to the site; and notify the concerned tribe's cultural staff or committee, the Department, and the State of Alaska's Historical Preservation Officer. If human remains are uncovered, the Borrower shall immediately report the presence and location of the remains to law enforcement, the concerned tribe's cultural staff or committee, and the Department.

2.10 Site Access

The Department has the right, at all reasonable times, to enter the Project Site, for the purpose of inspecting the Project and Project Facility.

2.11 Construction

- a. With the exception of land easements, all real estate and personal property constituting the Project Site and the Project must belong to the Borrower.
- b. The Borrower shall not begin construction until the Project has received an Approval to Construct (ATC), if one is required. If an ATC is not required by the Department's Drinking Water Program (DWP), the Borrower shall provide a statement from DWP to that effect.
 - i. In its approvals, the Department may specify changes or conditions to the plans and specifications.
 - ii. The Department must approve any subsequent changes to, or deviations from, approved plans.
- c. If an ATC as described in (b) above is not required, the Borrower shall not begin construction until the plans and specifications have been reviewed and approved by the assigned State Revolving Fund Program Engineer.
- d. Any construction contract estimated to equal or exceed \$100,000 shall be awarded through a competitive bidding process and any construction contract estimated to be less than \$100,000 may be negotiated if the Department approves the solicitation and negotiation procedures.
- e. All construction contracts and contractors' estimate forms shall be prepared so that materials and equipment may be readily itemized as to allowable project costs and non-eligible costs.
- f. Any change in a construction contract that will alter the contract specifications, time, or price, or will substantially modify the proposed treatment process, shall be submitted to the Department for approval if the Borrower wishes to have the modifications considered loan eligible.

- g. When applicable, the Borrower shall require each construction contractor to furnish a performance and payment bond in an amount at least equal to 100 percent of the contract price.
- h. Construction of the Project shall conform to applicable federal, state, and local laws, ordinances, and regulations.
- i. The Borrower shall proceed expeditiously and complete the Project in accordance with the Approved Application, project schedule, surveys, plans, profiles, cross-sections, specifications, and amendments.

2.12 Compliance with Laws, Regulations, Etc.

The Borrower shall comply with, and require its contractors and subcontractors to comply with, all applicable federal and state laws, rules, guidelines, regulations, and requirements to include, but not limited to, the following:

- a. The “List of Federal Laws and Authorities (Federal ‘Cross-Cutting’ Authorities)” as identified in Exhibit “A” and made a part hereof.
- b. Lobbying

No portion of the loan amount may be used for lobbying or propaganda purposes as prohibited by 18 U.S.C. Section 1913 or Section 607(a) of Public Law 96-74.

- c. Davis-Bacon Act

The Borrower must ensure compliance with the Davis-Bacon and Related Acts (DBRA), a collection of labor standards provisions administered by the Department of Labor, that are applicable to loans involving construction. These labor standards include:

- Davis Bacon Act, which requires payment of prevailing wage rates for laborers and mechanics on construction contracts of \$2,000 or more.
- Copeland “Anti-Kickback” Act, which prohibits a contractor or subcontractor from inducing an employee into giving up any part of the compensation to which he or she is entitled; and
- Contract Work Hours and Safety Standards Act, which requires overtime wages to be paid for over 40 hours of work per week, under contracts in excess of \$100,000.

Applicable federal regulations include 29 CFR 1 – Procedures for Predetermination of Wage Rates and 29 CFR 5 - Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction. All applicable laws, executive orders, regulations, forms and posters are available through the [DBRA website: https://www.dol.gov/agencies/whd/government-contracts/construction](https://www.dol.gov/agencies/whd/government-contracts/construction).

For construction, alteration, and repair of treatment works, the Borrower shall ensure that contract wages paid are the higher of the State or Federal wage rate on a classification by classification basis for the construction of the Project. Both prevailing wage rates established for the locality by the Alaska Department of Labor under AS 36.05.010, and Federal standards in accordance with 40 U.S.C. Subtitle II Part A Subchapter IV (commonly referred to as the “Davis Bacon Act”) apply. Laborers and mechanics employed by contractors and subcontractors shall be paid wages not less often than once a week and at rates not less than those prevailing on projects of a character similar in the locality as determined by the Secretary of Labor.

- i. The Borrower shall obtain the wage determination for the area in which the project is located prior to issuing requests for bids, proposals, quotes or other methods for soliciting contracts (solicitation) less than 10 days before posting. Wages are locked-in at bid opening if awarded within 90 days. Wages must be updated if contract award is more than 90 days after bid opening. Once a Davis-Bacon wage rate has been locked, it stays in effect for the duration of the project. These wage determinations shall be incorporated into solicitations and any subsequent contracts. In addition, the wage determination and the Davis-Bacon poster (WH-1321) shall be posted at all times by the contractor or subcontractors at the site of the work in a prominent and accessible place where it can be easily seen by the workers.
- ii. The Borrower shall ensure that the required EPA contract language regarding Davis-Bacon Wages is in all contracts and sub-contracts in excess of \$2,000. Borrower shall ensure no contracts are awarded to contractors excluded from federal contracts. The Borrower may access suspension and debarment information at <http://www.sam.gov>.
- iii. The Borrower shall periodically interview a representative portion of the work force entitled to Davis-Bacon prevailing wages to verify that contractors or subcontractors are paying the appropriate wage rates. Borrowers shall immediately conduct interviews in response to an alleged violation of the prevailing wage requirements. As provided in 29 CFR 5.6(a)(5), all interviews must be conducted in confidence. The Borrower must use Standard Form 1445 or equivalent documentation to memorialize the interviews.
- iv. The Borrower shall periodically conduct spot checks of a representative sample of weekly payroll data to verify that contractors or subcontractors are paying the appropriate wage rates. In addition, during the examinations, the Borrower shall verify evidence of fringe benefit plans and payments thereunder by contractors and subcontractors who claim credit for fringe benefit contributions. The Borrower shall maintain records sufficient to document compliance with DBRA, and make such records available for review upon request.
- v. In addition, the Borrower shall consult with the Department on any required contract or bid document language to ensure that appropriate federal DBRA

material is included in the documentation. The Borrower must include the following text on all contracts: “By accepting this contract, the contractor acknowledges and agrees to the terms provided in the [DBRA Requirements for Contractors and Subcontractors Under EPA Grants](#).”

d. Title I – Employment of the American with Disabilities Act of 1990

When applicable, the Borrower shall comply with Title I-Employment of the Americans with Disabilities Act of 1990 (P.L. 101-336) and in accordance with Title I of that Act, shall not discriminate against a qualified individual with a disability because of the disability of such individual in regard to job application procedures, the hiring, advancement, or discharge of employees, employee compensation, job training, and other terms, conditions, and privileges of employment.

e. Title II-Public Services of the Americans with Disabilities Act of 1990

When applicable, the Borrower shall comply with Title II-Public Services of the Americans with Disabilities Act of 1990 (P.L. 101-336) and in accordance with Title II of the Act, no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity.

f. Title II, Part 35, Section 35.151 of the Americans with Disabilities Act “New Construction and Alterations”

When applicable, the Borrower shall comply with Title II, Part 35, Section 35.151 of the Americans with Disabilities Act “New Construction and Alterations.”

- i. Design and construction: Each facility or part of a facility constructed by, on behalf of, or for the use of a public entity shall be designed and constructed in such manner that the facility or part of the facility is readily accessible to and usable by individuals with disabilities, if the construction was commenced after January 26, 1992.
- ii. Alteration: Each facility or part of a facility altered by, on behalf, of or for the use of a public entity in a manner that affects or could affect the usability of the facility or part of the facility shall, to the maximum extent feasible, be altered in such manner that the altered portion of the facility is readily accessible to and usable by individuals with disabilities, if the alteration was commenced after January 26, 1992.
- iii. Accessibility standards: Design, construction or alteration of facilities in conformance with the Uniform Federal Accessibility Standards (UFAS) (Appendix A to 41 CRF part 101-19.6) or with the Americans with Disabilities Act Accessibility Guidelines for Buildings and Facilities (ADAAG) (Appendix A to 28 CFR Part 36) shall be deemed to comply with the requirements of this section with

respect to those facilities, except that the elevator exemption contained at section 4.1.3(5) and section 4.1.5(1)(j) of ADAAG shall not apply.

- g. Title III, Part 36, Section 36.401 of the American with Disabilities Act “New Construction”

When applicable, the Borrower shall comply with Title III, Part 36, Section 36.401 of the Americans with Disabilities Act “New Construction.” Except as provided in paragraph (b) and (c) of the Act, discrimination for purposes of this part includes a failure to design and construct facilities for first occupancy after January 26, 1993, that are readily accessible to and usable by individuals with disabilities.

- h. Title III, Part 36, Section 36.402 of the Americans with Disabilities Act “Alterations”

When applicable, the Borrower shall comply with Title III, Part 36, Section 36.402 of the Americans with Disabilities Act “Alterations.”

- i. General: Any alteration to a place of public accommodation or a commercial facility, after January 26, 1992, shall be made so as to ensure that, to the maximum extent feasible, the altered portions of the facility are readily accessible to and usable by individuals with disabilities, including individuals who use wheelchairs.
 - ii. Alteration: An alteration is a change to a place of public accommodation or a commercial facility that affects or could affect the usability of the building or facility or any part thereof.
- i. 2 CFR Part 180, Responsibilities of Participants Regarding Transactions

The Borrower shall fully comply with Subpart C of 2 CFR Part 180, entitled “Responsibilities of Participants Regarding Transactions.” The Borrower is responsible for ensuring that any lower tier covered transaction, as described in Subpart B of 2 CFR Part 180, entitled “Covered Transactions,” includes a term or condition requiring compliance with Subpart C. The Borrower is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier covered transactions. The Borrower acknowledges that failing to disclose the information required under 2 CFR Part 180 may result in the delay or negation of this assistance Agreement, or pursuance of legal remedies, including suspension and debarment.

- j. American Iron and Steel

Per the “America’s Water Infrastructure Act of 2018,” none of the funds made available to the Borrower through this Agreement shall be used for a project for the construction, alteration, maintenance, or repair of a public water system or treatment works unless all of the iron and steel products used in the project are produced in the United States, unless the Department approved engineering plans and specifications prior to December 16, 2014.

The Borrower may request a waiver to this requirement if:

- i. It is inconsistent with the public interest;
- ii. Iron and steel products that are not produced in the United States in sufficient and reasonably available quantities and of a satisfactory quality; or
- iii. Inclusion of iron and steel products produced in the United States that will increase the cost of the overall Project by more than 25 percent.

Waiver requests shall be submitted to the Department by the Borrower; the Department will then forward the request to the Environmental Protection Agency (EPA) for consideration. EPA will make a copy of the request, and information available to the Administrator concerning the request, available to the public on an EPA website for at least fifteen days for informal public input prior to making a finding.

2.13 Project Completion

- a. Prior to initiation of operations, the Borrower shall submit to the Department the following:
 - i. Criteria for project performance.
 - ii. An adopted water use ordinance and a user charge.
- b. Upon substantial completion of the Project, the Borrower shall initiate operation of the Project Facility and immediately notify the Department in writing of initiation of operation. If construction is complete except for minor items, and the facility is operating, but the Borrower has not sent a notice of initiation of operation, the Department will, in its discretion, assign an initiation of operations date.
- c. For any Project that requires an Approval to Construct from the Department, the Borrower must obtain a Final Approval to Operate.
- d. Upon initiation of operation, the Borrower shall certify that the Project Facility is and will be operated by sufficient qualified operating personnel certified by the State of Alaska.
- e. Within one year of the initiation of operation, the Borrower shall
 - i. Be subject to a final inspection by the Department;
 - ii. Submit to the Department a manual for operations and maintenance of the Project Facility for Department approval;
 - iii. Submit to the Department a certification that the facility is performing up to design standards.

- f. Nothing contained in this Agreement shall be construed as an obligation or pledge of the Borrower to appropriate or expend general funds or revenues of the Borrower to repay the Subsidy, or operate or maintain the Project Facility.

2.14 Amendments and Modifications

This Agreement may only be modified or amended in writing and executed by the authorized representatives of all parties to this Agreement.

2.15 Loan Repayment

In the event that the Subsidy is revoked per Section 2.02(b), this Agreement may be amended to include loan repayment conditions.

2.16 Disputes

The Borrower shall raise any concerns or issues it may have regarding the Project with the Department promptly and prior to project completion. If those concerns or issues are not satisfactorily resolved, the Borrower shall promptly give written notice to the Department with a detailed description of the continuing concerns or issues. Jurisdiction and venue for any legal dispute shall be in the Superior Court for the State of Alaska, Third Judicial District at Anchorage, and in no other court or location. In the event of a legal dispute, both parties knowingly and voluntarily waive their right to trial by jury (including any advisory jury) and elect to have the dispute tried only to a judge. In the event of litigation, the prevailing party shall be entitled to an award of its reasonable, actual attorney's fees and costs of litigation. Each party has had an opportunity to review this Agreement with legal counsel of its choosing (or waived such opportunity), therefore this Agreement shall not be interpreted in favor of either party. This Agreement shall be governed by the laws of the State of Alaska.

2.17 Termination

The Department may cancel all or any part of this Agreement if:

- a. Any representation or other statement made by the Borrower to the Department in connection with its application for a loan from the Alaska Drinking Water Fund is incorrect or incomplete in any material respect;
- b. The Borrower has violated commitments made in the Approved Application and supporting documents, has not adhered to the regulations of the Alaska Drinking Water Fund (18 AAC 76), has violated any of the terms of this Agreement; or
- c. The financial position of the Borrower has, in the opinion of the Department, suffered a materially adverse change.

2.18 Indemnification

The Borrower shall defend with counsel of the Department's choosing, indemnify, and hold harmless the Department and the State of Alaska, and their agents, servants, contractors, and

employees, from and against any and all claims, demands, causes of action, actions, and liabilities arising out of, or in any way connected with this funding or the Project for which the funding is made, howsoever caused, except to the extent that such claims, demands, causes of action, actions or liabilities are the proximate result of the sole negligence or willful misconduct of employees or agents of the Department or the State of Alaska.

2.19 Change of Ownership

The Borrower may not sell, transfer, assign, or encumber any of its rights, obligations, or assets related to this loan or Project without express prior written consent of the Department. If the Borrower intends to sell, transfer, assign, or encumber any of the rights, obligations, or assets related to the loan or Project, it must provide the Department with at least 60 days written notice prior to the sale, transfer, assignment, or encumbrance.

If the Department has not consented to the sale, transfer, assignment, or encumbrance of the rights, obligations, or assets related to the loan or Project, upon that sale, transfer, assignment, or encumbrance, and at the Department's sole discretion, the loan may be immediately due and payable in full. Alternatively, at the Department's sole discretion, the Department may approve the new owner to take on the rights, obligations, or assets related to the loan or Project, contingent upon successful approval by the Department of the same Financial Capacity Assessment and approvals that the original Borrower was subject to. In the event of any sale, transfer, or assignment of the rights, obligations, or assets related to the loan or Project, the Project must continue to adhere to the project description as outlined in the original loan agreement.

In all cases, the owner of the rights, obligations, or assets related to the loan or Project must maintain the Project for the life of the Project.

Article 3. Definitions

Except where the context clearly indicates otherwise, terms used in this Agreement will have the meaning ascribed to them in this section.

- a. “Approved Application” means the application submitted to the Department on September 15, 2025, together with all attachments and supporting documentation, as approved by the Department.
- b. “Agreement Period” means the time period commencing on the date this Agreement is signed by the Department’s Finance Officer and terminating on the date the Borrower repays the loan in full.
- c. “Eligible Project Costs” include the following costs disbursed from the Alaska Drinking Water Fund, estimated to not exceed \$1,331,882 for demolition, construction, engineering, machinery, furnishings, equipment, surveys, plans, estimates, specifications, necessary insurance, financial and environmental investigations, laboratory testing, resident engineering and inspection fees, force account, legal expenses, and any other necessary miscellaneous expenditures, minus the amount of any grant applicable foregoing costs.
- d. “Initiation of Operation” means the date of which the Project or Project Facility begins operating for the purposes for which it was planned, designed, or built.
- e. “Iron and Steel Products” means the following products are primarily of iron and steel: lined or unlined pipes and fittings, manhole covers and other municipal castings, hydrants, tanks, flanges, pipe clamps, and restraints, vales, structural steel, reinforced precast concrete, construction materials.
- f. “Project” means the activities or documents described in Article 1.02.
- g. “Project Facility” means the water treatment plant, distribution system, or related facilities in which Project activities are occurring.
- h. “Project Site” means the location at which the Project activities are occurring.
- i. “Subsidy” means principal forgiveness awarded under this Agreement.

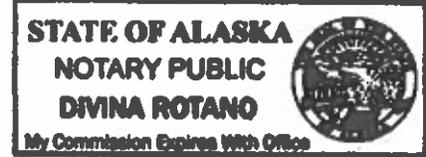
Article 4. Signatures

This Agreement is binding upon the parties specified below, and to any person, office, or board succeeding either of the parties. This Agreement may not be assigned by the Borrower without written consent of the Department.

Nothing in this Agreement, whether or not accepted, may be deemed to constitute a contractual obligation on the part of the Department until the Agreement is signed by all parties.

Alaska Department of Environmental Conservation

By: *Carrie Bohan*
Carrie Bohan, Facilities Programs Manager
Division of Water



**ACKNOWLEDGEMENT
STATE OF ALASKA
First Judicial District**

The foregoing instrument was acknowledged before me this 26th day of November, 2025

Divina Rotano
Notary Public, State of Alaska
My commission expires: with office

Alaska Department of Environmental Conservation

By: *Cathy Dallaire*
Cathy Dallaire, Administrative Operations Manager
Division of Administrative Services



**ACKNOWLEDGEMENT
STATE OF ALASKA
First Judicial District**

The foregoing instrument was acknowledged before me this 28th day of November, 2025

[Signature]
Notary Public, State of Alaska
My commission expires: with office

City of Homer

By: _____
Melissa Jacobsen
City Manager

**ACKNOWLEDGEMENT
STATE OF ALASKA
Third Judicial District**

The foregoing instrument was acknowledged before me this _____ day of _____, 2025

Notary Public, State of Alaska
My commission expires: _____

Exhibit “A” – List of Federal Laws and Authorities (FEDERAL CROSS-CUTTING AUTHORITIES)

Environmental and Cultural Authorities:

- Archeological and Historic Preservation Act of 1974, Public Law 93-291
- Archeological Resources Protection Act, Public Law 96-95 as amended
- Bald and Golden Eagle Protection Act, 16 U.S.C. 668-668c
- Clean Air Act, Public Law 95-95, as amended
- Clean Water Act, Public Law 92-50, as amended
- Coastal Barriers Resources Act, Public Law 97-348
- Coastal Zone Management Act of 1972, Public Law 92-583, as amended
- Consultation and Coordination with Indian Tribal Governments, Executive Order 13175
- Endangered Species Act, Public Law 93-2015 as amended
- Essential Fish Habitat Consultation Process under the Magnuson-Stevens Fishery Conservation and Management Act, Public Law 94-265, as amended
- Farmland Protection Policy Act, Public Law 97-98
- Fish and Wildlife Coordination Act, Public Law 85-624, as amended
- Floodplain Management, Executive Order 11988, as amended by Executive Order 13690
- Marine Mammal Protection Act, 16 U.S.C. 1361
- Migratory Bird Treaty Act, 16 U.S.C. 703
- National Historic Preservation Act of 1966, Public Law 89-665
- Native American Graves Protection and Repatriation Act, Public Law 101-601
- Protection and Enhancement of the Cultural Environment, Executive Order 11593
- Protection of Wetlands, Executive Order 11990, as amended by Executive Order 12608
- Rivers and Harbors Act, 33 U.S.C. 403
- Safe Drinking Water Act, Public Law 93-523, as amended
- Wild and Scenic Rivers Act, Public Law 90-542

Social Policy Authorities:

- Age Discrimination Act of 1975, Public Law 94-135
- Title VI of the Civil Rights Act of 1964, Public Law 88-352
- Section 13 of the Federal Water Pollution Control Act Amendments of 1972, Public Law 92-500 (the Clean Water Act)
- Section 504 of the Rehabilitation Act of 1973, Public Law 93-112
- Disadvantage Business Enterprise Provisions
 - Promoting the Use of Small, Minority, and Women-owned Businesses, Executive Orders 11625, 12138, and 12432
 - Section 129 of the Small Business Administration Reauthorization and Amendment Act of 1988, Public Law 100-590
 - Department of Veterans Affairs and Housing and Urban Development, and Independent Agencies appropriations Act of 1993, Public Law 102-389

Economic Authorities:

- Procurement Prohibitions Under Section 306 of the Clean Air Act and Section 508 of the Clean Water Act, included Executive Order 11738, Administration of the Clean Water Act with Respect to Federal Contracts, Grants, or Loans
- Demonstration Cities and Metropolitan Development Act of 1996, Public Law 89-754 as amended

Miscellaneous Authority:

- Debarment and Suspension, Executive Order 12549
- Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, Public Law 91-646 as amended
- Preservation of Open Competition and Government Neutrality Towards Government contractors' Labor Relations on Federally Funded Constructed Projects, Executive Order 13202, as amended by Executive Order 13208
- Prohibition Against Sex Discrimination Under the Federal Water Pollution Control Act, Section 13 of Public Law 92-500
- 40 CFR Part 34, New Restrictions on Lobbying

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

3 City Manager

4 **ORDINANCE 26-02**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
7 AMENDING THE FY26 CAPITAL BUDGET BY ACCEPTING AND
8 APPROPRIATING PRINCIPAL FORGIVENESS SUBSIDY FROM A
9 LOAN FROM THE ALASKA DEPARTMENT OF ENVIRONMENTAL
10 CONSERVATION (ADEC) UNDER ITS DRINKING WATER REVOLVING
11 LOAN PROGRAM IN THE AMOUNT OF \$1,331,882 FOR THE A-
12 FRAME TRANSMISSION LINE REPLACEMENT PROJECT AND
13 AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE
14 A LOAN AGREEMENT.

15
16 WHEREAS, The purpose of the A-Frame Transmission Line Replacement Project is to
17 replace approximately 1,200 feet of 60-year-old cast iron water pipe that conveys water from
18 the water treatment plant to the western half of Homer; and

19
20 WHEREAS, The City applied for a loan from the ADEC through their State Revolving Fund
21 Drinking Water Program as authorized by Resolution 25-077 in the amount of \$1,331,882; and

22
23 WHEREAS, The ADEC loan has 100% principal forgiveness, meaning that the City will not
24 be required to pay it back; and

25
26 WHEREAS, It is in the best interest of the City to authorize the negotiation, execution,
27 and delivery of the Loan Agreement by the City to secure the ADEC funding.

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

30
31 Section 1. The Homer City Council hereby amends the FY26 Capital Budget by accepting
32 and appropriating principal forgiveness subsidy from the ADEC in the amount of \$1,331,882 as
33 follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
215-xxxx	Project or Fund	\$1,331,882

34
35
36
37
38 Section 2. This ordinance is a budget amendment only, is not of a permanent nature and
39 is a non-code ordinance.

40
41 Section 3. The Homer City Council hereby approves, and authorizes the negotiation,
42 execution, and delivery by the City Manager of a Loan Agreement between the City and ADEC.
43 The City Manager is further authorized to delegate responsibility to appropriate City of Homer

44 staff to carry out technical, financial, and administrative activities in connection with the Loan
45 agreement.

46
47 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this ____ day of _____, 2026.

48
49

50
51 CITY OF HOMER

52
53

54
55 _____
56 RACHEL LORD, MAYOR

57

58 ATTEST:

59
60 _____
61 AMY WOODRUFF, CITY CLERK

62
63 YES:

64 NO:

65 ABSTAIN:

66 ABSENT:

67
68 First Reading:

69 Public Hearing:

70 Second Reading:

71 Effective Date:



MEMORANDUM

CC-26-005

Ordinance 26-03, an Ordinance of the City Council of Homer, Alaska Amending the FY26 Capital Budget by Appropriating an Additional \$25,000 from the Homer Education and Recreation Complex (HERC) Capital Asset Repair And Maintenance Allowance (CARMA) Fund for the Repair, Resurfacing and Repainting of Lines on the Floor in the Gymnasium in the HERC 1 Building

Item Type: Backup memo
Prepared For: Mayor Lord and Homer City Council
Date: December 19, 2025
Through: Melissa Jacobsen, City Manager
From: Mike Illg, Recreation Manager

Issue

The City of Homer's (City) HERC gym (located in the big building) is used every day for multiple Homer Community Recreation programs. The City purchased the school campus from the Kenai Peninsula Borough back in 2000. The City has not done any maintenance projects to the gym floor surface during its ownership. While the City is continuing the efforts to plan for a new municipal recreation facility, staff recognizes that it will take time before a new facility is available, therefore, staff is proposing to refinish and repair the HERC gym floor to extend its useful life.

The HERC gym is currently utilized for up to 50 hours a week serving an estimated 2,234 visitors each month and staff has requested resources to maintain the gym floor to preserve the condition of the existing gym floor surface and extend its useful life. Current activities in the gym include: pickleball, basketball, volleyball, corn hole, youth open gym, fitness classes, dodgeball, home school gym classes, Homer Flex gym classes, as well as a host of other programs.

The City Council has approved the request for \$7,200 for a recoat for the HERC gym floor in the 2026 capital budget. This original proposal includes stripping the old finish from the gym floor and then application of two coats of finish to the floor that would improve the traction of the gym floor while protecting the maple wood flooring and extending its potential life. Understanding that the new recreation facility is still likely several years in the future, staff and participants have inquired about the possibility of expanding the floor improvement project with the option of painting new pickleball lines on the gym floor as we are currently using tape for the three courts.

After months of conversations, research, options and inspections, it was determined the best option to incorporate the request is to sand the floor down: remove all old paint and paint lines; paint new lines that the users of the HERC gym actually need and use (pickleball court, basketball court and volleyball); remove 17 various residual metal plates from the floor left over from previous uses and replace the metal plates with wood; and complete with the finished floor coats thereby extending the HERC gym floor's life and making a flooring system that matches the needs of the users of the facility.

The project will be contracted out at a total estimated cost of \$38,000. This would include removing the 17 metal plates on the floor and interlacing them with new wood; sanding the floor to remove all of the current paint and lines; painting new lines for pickleball courts, basketball court and volleyball court; and finishing the floor with new coating. A complete redo of the gym floor will vastly improve the playing surface; make playing safer; removes extraneous lines and makes it easier to see the new lines; facility users will no longer have to use tape for lines; and the project will allow for extended use until a future recreation facility is constructed. The request is to utilize the already approved \$7,200 from the capital budget for the initial proposed floor re-coating, pursuing additional alternate funding and allocate an additional \$25,000 from the HERC CARMA reserve fund which will bring the available funding for the project up to the current \$38,000 cost estimate. If this project is approved and moves forward, it is estimated the gym will be unavailable for use for approximately three weeks.

If funding for this project is approved, it is the intent of Staff to bring forward a resolution to approve single source procurement from Alaskan Industries, Inc. due to that business' experience servicing all KPBSD gym floors and familiarity with the HERC building.

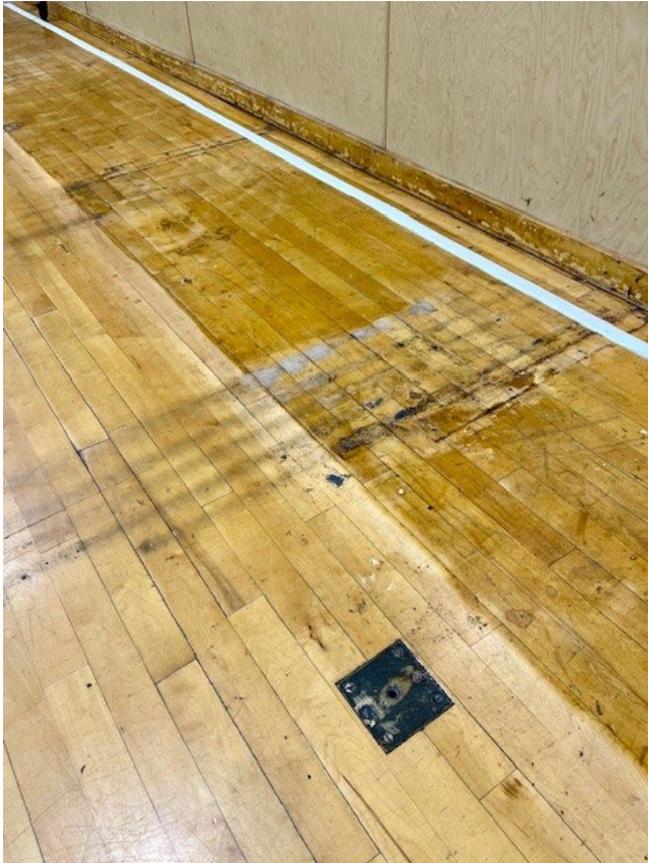
Recommendation

Approve additional funding request of \$25,000 from the HERC CARMA reserve fund to complete gym floor re-painting and refinishing project.

Attachments

- Pictures of current Gym Condition
- Estimates from Alaskan Industries for three different resurfacing options







INDUSTRIES

Alaskan Industries, Inc.
PO Box 872113, Wasilla, AK 99687
Toll Free: 800-541-7623
Phone: 907-376-2485
Fax: 907-373-6986
www.alaskanindustries.com
info@akind.com

City Of Homer
600 E Fairview Ave
Homer, Alaska 99603
P-907-235-6-90
MIllg@ci.homer.ak.us

Nov. 14,2025

Attn: Mike Illg

Re: Homer City Gym Resurface Proposal

Alaskan Industries, Inc. proposes the following resurface options FOB Homer jobsite. A recoat which consists of screening the floor and applying one or two coats of Bona Sport Poly finish. A refinish consists of removing existing finish to bare wood, apply two coats Bona sport seal, apply game lines per existing, then apply 2 coats Bona Sport Poly oil modified urethane finish. We assume lights to be operational. Air handling system should be able to be turned on and off during recoats or refinishes. Travel, Lodging ,Per-diem, materials and equipment needed to accomplish any options below are provided in the following pricing.

<u>Recoat gym floor to include painting of 3 Pickleball courts and apply 2 coats OMU finishes</u>	\$16,700.00
<u>Tear out and replace existing gym with a Robbins Sportwood over bio-channel system</u>	\$144,000.00
<u>CAUTION:</u> there appears to be a black mastic and paper under the existing floor that could contain aesbestos. This should be tested prior as this could add an additional \$120,000 plus to pricing above for the replacement of the floor.	
<u>Remove Metal plats in floor and lace in strip maple boards and refinish floor per existing</u>	\$37,920.00

Please call or email scott@akind.com should you have any questions or would like to schedule.

Thank you,
Scott Weber

CITY OF HOMER
FINANCIAL SUPPLEMENT

PROJECT NAME	<u>HERC Gym Floor Refinishing</u>	DATE	<u>01/08/2026</u>
DEPARTMENT	<u>Administration</u>	SPONSOR	<u>City Manager/Recreation Manager</u>
REQUESTED AMOUNT	<u>\$ 25,000</u>		

DESCRIPTION	<p>The gymnasium in the HERC 1 building is used daily for municipal recreation drop-in activities, programs, physical education classes and reservations. The municipal recreation activities in the gymnasium average 50 hours of usage per week and attracts over 2,300 visits per month. The gymnasium floor is long overdue for refinishing and improvements as the last time was refinished was in 1998. The Community Recreation Division estimates updated gymnasium repair cost is \$38,000 for a complete floor sanding, removal of 17 metal floor plates and replace with wood, repainting of game lines and double coat refinishing. The Homer Pickleball Club has offered to donate \$7,000 to the City towards the complete gymnasium floor repair project. Sufficient funding is available in the HERC CARMA to pay for the additional cost for the gymnasium floor repairs.</p>
-------------	--

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

FUNDING SOURCE 1: HERC CARMA (156-0396)	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance <u>\$ 264,457</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 13,637</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 25,000</u>	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda <u>\$ 7,000</u>	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance <u>\$ 218,820</u>	Remaining Balance _____	Remaining Balance _____
FUNDING SOURCE 4:	FUNDING SOURCE 5:	FUNDING SOURCE 6:
Current Balance _____	Current Balance _____	Current Balance _____
Encumbered _____	Encumbered _____	Encumbered _____
Requested Amount _____	Requested Amount _____	Requested Amount _____
Remaining Balance _____	Remaining Balance _____	Remaining Balance _____

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

4 City Manager/Recreation Manager

5 **ORDINANCE 26-03**
6
7

8 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
9 AMENDING THE FY26 CAPITAL BUDGET BY APPROPRIATING AN
10 ADDITIONAL \$25,000 FROM THE HOMER EDUCATION AND
11 RECREATION COMPLEX (HERC) CAPITAL ASSET REPAIR AND
12 MAINTENANCE ALLOWANCE (CARMA) FUND FOR THE REPAIR,
13 RESURFACING AND REPAINTING OF LINES ON THE FLOOR IN THE
14 GYMNASIUM IN THE HERC 1 BUILDING.
15
16

17 WHEREAS, The gymnasium in the HERC 1 building is used daily for municipal recreation
18 drop-in activities, programs, physical education classes and reservations; and
19

20 WHEREAS, The municipal recreation activities in the gymnasium average 50 hours of
21 usage per week and attracts over 2,300 visits per month; and
22

23 WHEREAS, The gymnasium floor is long overdue for refinishing and improvements as
24 the last time was refinished was in 1998; and
25

26 WHEREAS, \$7,200 was appropriated in the FY 26 capital budget via Ordinance 25-39
27 (S)(A) for the gymnasium floor to complete double coat finishing; and
28

29 WHEREAS, The Community Recreation Division estimates updated gymnasium repair
30 cost is \$38,000 for a complete floor sanding, removal of 17 metal floor plates and replace with
31 wood, repainting of game lines and double coat refinishing; and
32

33 WHEREAS, The Homer Pickleball Club has offered to donate \$7,000 to the City towards
34 the complete gymnasium floor repair project; and
35

36 WHEREAS, Sufficient funding is available in the HERC CARMA to pay for the additional
37 cost for the gymnasium floor repairs.
38
39

40 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
41

42 Section 1. The Homer City Council hereby amends the FY26 Capital Budget by

43 appropriating \$25,000 from the HERC CARMA to repair and improve the HERC 1 building
44 gymnasium floor as follows:

45

46

47 <u>Fund</u>	<u>Description</u>	<u>Amount</u>
48 156-0396	HERC CARMA	\$25,000.00

49

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

52

53

54 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this 26th day of January, 2026.

55

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CITY OF HOMER

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RACHEL LORD, MAYOR

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62

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ATTEST:

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66

AMY WOODRUFF, CITY CLERK

67

68

69

YES:

70

NO:

71

ABSTAIN:

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ABSENT:

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First Reading:

75

Public Hearing:

76

Second Reading:

77

Effective Date:



MEMORANDUM

CC-26-006

Ordinance 26-04, an Ordinance of the City Council of Homer, Alaska Amending the FY26 Capital Budget by Accepting and Appropriating a Donation from the Homer Pickleball Club in the Amount of \$7,000 for the Purpose of Assisting with the Repair, Resurfacing and Repainting of Lines on the Floor in the Gymnasium in the HERC 1 Building.

Item Type: Backup Memo
Prepared For: Mayor Lord and Homer City Council
Meeting Date: December 19, 2025
Through: Melissa Jacobsen, City Manager
From: Mike Illg, Recreation Manager

Issue:

The City of Homer's (City) HERC gym (located in the big building) is used every day for multiple Homer Community Recreation programs. One of the most popular and active programs is pickleball and community members who play this sport are very supportive of improving the gym floor to enhance their participation and ideally not have to use tape to mark the pickleball court lines. While the City is continuing the efforts to plan for a new municipal recreation facility, staff recognize that it will take time before a new facility is available, therefore, staff is proposing to repair and refinish the HERC gym floor to extend its useful life.

The City Council has already approved the request for \$7,200 for a recoat for the HERC gym floor in the FY26 capital budget. This original proposal includes stripping the old finish from the gym floor and then application of two coats of finish to the floor that would improve the traction of the gym floor while protecting the maple wood flooring and extending its potential life. Understanding that the new recreation facility is still likely several years in the future, the local Homer Pickleball Club has inquired about the possibility of expanding the floor improvement project with the option of painting new pickleball lines on the gym floor as we are currently using tape for the three courts.

After months of conversations, research, options and inspections, it was determined the best option to incorporate the request is to sand the floor down: remove all old paint and paint lines; paint new lines that the users of the HERC gym actually need and use (pickleball court, basketball court and volleyball); remove 17 various residual metal plates from the floor left over from previous uses and

replace the metal plates with wood; and complete with the finished floor coats thereby extending the HERC gym floor's life and making a flooring system that matches the needs of the users of the facility. Knowing there is strong support from their members, the Homer Pickleball Club has offered to contribute \$7,000 to the City for this expanded project of improving and preserving the gym floor in the HERC.

Staff have estimated the total cost at \$38,000. This would include removing the 17 metal plates on the floor and interlacing them with new wood; sanding the floor to remove all the current paint and lines; painting new lines for pickleball courts, basketball court and volleyball court; and finishing the floor with new coating. A complete redo of the gym floor will vastly improve the playing surface; make playing safer; removes extraneous lines and makes it easier to see the new lines; facility users will no longer have to use tape for lines; and the project will allow for extended use until a future recreation facility is constructed. The request is to accept the \$7,000 from the Homer Pickleball Club towards the \$38,000 cost estimate to refinish and repair the HERC gym floor.

Recommendation

Accept \$7,000 from the Homer Pickleball Club for floor refinishing project

Attachments

December 16, 2025 Letter from the Homer Pickleball Club committing to a \$7,000 contribution.



Homer Pickleball Club
PO Box 2039
Homer, AK 99603

Mayor Lord and City Council Members:

At our December 16th meeting, the HPC Board took action to financially contribute \$7,000.00 toward the complete repair and refinishing floor project as proposed by Recreation Manager Mike Illg.

We appreciate the efforts of the City to work toward the construction of a new multi-purpose recreation center. We recognize the completion of this Center could take many years and in the interim, the flooring of the old HERC gym needs to be upgraded to make it a safe and welcoming venue for use by all the community users. The floor now sheds a chalky residue when used which makes it slippery. There is also a confusion of lines and logos painted on the floor which make it difficult for accurate play.

The Club is willing to support this project not only financially but also to volunteer manual labor to help prep the facility for the contractor's work if this is desired.

With our contribution to the project, we would appreciate being consulted when decisions are made regarding the color of lines being painted or other considerations which directly influence pickleball play.

We appreciate consideration of this proposal and await your decision.

Janie Leask

Board President

Cc: HPC Board of Directors

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

4 City Manager/Recreation Manager

5 **ORDINANCE 26-04**
6
7

8 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
9 AMENDING THE FY26 CAPITAL BUDGET BY ACCEPTING AND
10 APPROPRIATING A DONATION FROM THE HOMER PICKLEBALL
11 CLUB IN THE AMOUNT OF \$7,000 FOR THE PURPOSE OF
12 ASSISTING WITH THE REPAIR, RESURFACING AND REPAINTING OF
13 LINES ON THE FLOOR IN THE GYMNASIUM IN THE HERC 1
14 BUILDING
15

16 WHEREAS, The Community Recreation Division estimates updated gymnasium repair
17 cost is \$38,000 for a complete floor sanding, removal of 17 metal floor plates and
18 replacement with wood, repainting of game lines and double coat refinishing; and
19

20 WHEREAS, The municipal recreation activities in the gymnasium average 50 hours of
21 usage per week and attracts over 2,300 visits per month; and
22

23 WHEREAS, The sport of pickleball is our most popular activity and it is offered in HERC
24 gymnasium every day; and
25

26 WHEREAS, The Homer Pickleball Club has offered to donate \$7,000 to the City towards
27 the complete gymnasium floor repair project; and
28

29 WHEREAS, \$7,200 was appropriated in the FY 26 capital budget via Ordinance 25-39
30 (S)(A) for the gymnasium floor to complete double coat finishing and the City has requested
31 additional city funding for a complete gymnasium floor repair.
32

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

35 Section 1. The Homer City Council hereby amends the FY26 Capital Budget by
36 accepting and appropriating a donation from the Homer Pickleball Club in the amount of
37 \$7,000 as follows:
38

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
151-XXXX	Homer Pickeball Club Donation	\$7,000

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

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ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this 26th day of January, 2026.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

AMY WOODRUFF, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:



MEMORANDUM

Ordinance 26-05, an Ordinance of the City Council of Homer, Alaska Amending the FY26 Capital Budget by Appropriating an Additional \$20,000 From the Homer Accelerated Roads and Trails (HART) Trails Fund and 20,000 from the HART Roads fund to the Purchase of the Trackless MT7 Municipal Sidewalk Tractor. City Manager/Public Works Director.

Item Type: Backup Memorandum
Prepared For: City Council and Mayor Lord
Date: January 13, 2026
From: Councilmember Davis

The existing background memo for Ordinance 26-05 does a good job explaining why the cost of the proposed equipment has increased (\$34K in new tariffs).

For the public hearing, however, I think it would be helpful for Council and the public to have a clearer understanding of why this specific machine is still the preferred option compared to reasonable alternatives, given the high tariff costs associated with this foreign-made equipment.

For the public hearing two weeks from now, I would appreciate some additional information—in a new memo from the City Manager or from Public Works—that addresses the following tariff-related topics. (For context, a major stated purpose of the tariffs was to encourage purchases by American individuals and entities of U.S.-made or U.S.-assembled products):

- Information on whether U.S.-manufactured or U.S.-assembled alternatives were evaluated, including options that would avoid or reduce tariff impacts (for example, Ventrac equipment, which is widely used by other municipalities).
- Information on whether a “stay with Toolcat” option was considered, either through continued use with upgraded attachments or replacement with a newer US-made Toolcat.
- At least three comparative quotes from suppliers not subject to tariffs, including Ventrac, another popular U.S.-assembled option and a Toolcat-based option.

I would also request that some comparative operational context be included, to help Council better evaluate performance, efficiency, and long-term value:

- A clear explanation of what the MT7 can do that the Toolcat cannot, or cannot do safely.
- Because one justification offered for the MT7 is that the Toolcat is not designed to travel long distances, a clearer explanation of why a tracked device such as the MT7 is better suited to travel from PWD's location to more distant sidewalk segments. From a lay perspective, it would appear that a wheeled device might travel faster and more efficiently than a tracked one.
- The total number of sidewalk miles the City clears and the typical time-to-clear following a snowfall.
- Current Toolcat performance data, including average hours per snow event, overtime costs, and any recent downtime due to breakdowns.
- A breakdown of which attachments are included in the proposed MT7 purchase price, vs. attachments we already have for the Toolcat.

Finally, recalling our earlier conversations at the time funds for the original tariff-free purchase were appropriated, I would appreciate confirmation that whichever equipment is ultimately selected will allow Public Works to pursue extending its current sidewalk clearing along Pioneer in two directions: out East End Road, to Paul Banks Elementary; and along the Sterling Highway to West Homer Elementary – in coordination with the State DOT as is currently done along Pioneer.

I believe this additional information would be helpful to Council and to the public as we consider the ordinance and work to ensure that the City is making the most informed and cost-effective decision possible. Thank you, as always, for your work on this.



MEMORANDUM

CC-26-031

Ordinance 26-05 APPROPRIATING AN ADDITIONAL \$20,000 EACH FROM HART ROADS AND HART TRAILS FUNDS FOR THE PURCHASE OF THE MT7 TRACKLESS MUNICIPAL SIDEWALK TRACTOR.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: January 22, 2026
From: Daniel Kort, Public Works Director
Through: Melissa Jacobsen, City Manager

SUMMARY:

The City is intending to purchase a Trackless MT7 Municipal Sidewalk Tractor (Trackless MT7) for the maintenance of trails and sidewalks. This Ordinance is requesting additional funding to cover recent tariffs associated with purchases of equipment from Canada.

BACKGROUND:

The Public Works Department currently uses a Bobcat Toolcat (Toolcat) to provide maintenance to City sidewalks, trails, among other duties. While this piece of equipment is capable of performing the job, it is designed to be used as a “yard equipment” such as doing maintenance around a large manufacturing plant, school site, construction site, or landscaping. It was not designed to be driven long distances on a consistent basis. The City’s Toolcat is wearing out prematurely, and the department submitted an FY26/27 budget request that was approved by Council, to purchase a Trackless MT7 to take over the Sidewalk and Trail maintenance duties such as sweeping and snow removal.

The Trackless MT7 is generally regarded as the “Standard Tool of Choice” in North America for maintenance to sidewalks. The City of Anchorage has a fleet of approximately 40 Trackless MT7 tractors and replace them on a schedule of approximately every 5 years due to the milage they put on them. The City of Kenai had a 15-year old Trackless MT7 that they replaced with a Mini Loader a couple years ago and are looking to go back to Trackless MT7 due to the Mini Loaders poor performance. The City of Soldotna owns 2 Trackless MT7 sidewalk tractors and Soldotna does not have as large of a footprint as Homer. Yukon Equipment is the local vendor in Alaska for Trackless and has provided reliable service to the City of Homer, and other communities have indicated that parts for the Trackless MT7 are easily accessible from Yukon.

The City received notification from Trackless in November of 2025 that Proclamation 10984 issued by President Donald Trump applies to the purchase of the Trackless MT7, and the tariff applied to this machine would be \$34,811.20, which triggered this request for additional funding. At the introduction of this Ordinance City Council made the request that Public Works come back and report on options available that are US made and additional information was requested through the City Manager following the January 12th meeting. Please see the responses below.

Additional Requested Information

1. Provide information on US manufactured alternative equipment that would avoid or reduce tariff impacts (for example, Ventrac equipment, which is widely used by other municipalities).
In the following section you will find alternatives originally considered by the Public Works Department prior to the original request for the Trackless MT7. The requested evaluation of the Ventrac is also included in this evaluation as well as additional options.
2. Provide at least 3 comparative quotes from vendors that are not subject to tariffs.
Public Works was unable to identify 3 US vendors who produce an equivalent machine but did include all options identified. Given the short turnaround time between meetings, we were unable to fulfill this request.
3. Provide a clear explanation of what the Trackless MT7 can do that the Toolcat cannot.
Information related to the capabilities of the Trackless MT7 and the Toolcat are listed in the section below where the positive and negative attributes of each machine are discussed.
4. Provide a clear explanation of why a tracked device such as the MT7 is better suited to travel from the Public Works Department's location to more distant sidewalk segments. From a lay perspective, it would appear that a wheeled device might travel faster and more efficiently than a tracked one.
The name of the company is "Trackless". The Trackless MT7 is an articulated wheeled machine designed specifically for municipal sidewalk maintenance. The statement that a wheeled device would travel faster and more efficiently than a tracked one is an accurate statement.
5. What is the total number of miles the City clears and the typical time-to-clear sidewalks and trails following a snowfall?
The Toolcat is not outfitted with an Odometer because the equipment is not designed for driving long distances. It is difficult to accurately estimate the distance of sidewalk and trail plowed and maintained, and the distance driven varies widely for each snowfall event. Some examples that influence the variability are as follows:
 - *Some sidewalks and trails are wide enough that it requires to be plowed from two directions to clear its full width.*

- *An additional lap is required to sand the sidewalks after plowing is complete. The sander in the Toolcat only holds approximately half a yard of sand, so it has a limited distance of travel before having to return to the Public Works Campus to refill with sand.*
- *Some trails and sidewalks require special attention and additional effort due to their public use, such as routes to schools.*

Regardless of the difficulty, we estimated that the City plows and maintains approximately 22-miles of sidewalk and trails. This distance does not necessarily account for the travel distance between different locations that this device plows. Great effort is placed into creating a route or pattern to be sure we are being as efficient as possible. During some plowing events where it may still be snowing, the Toolcat does a second lap or more; AND follows up conducting clean up plowing for a day or two after a snow event is over. One full lap of the Toolcat route can take 6 to 8-hours (excluding the sanding the entire route). This machine could easily drive over 50 miles/day or more during a snow event.

6. What is the Toolcat performance data, including average hours per snow event, overtime costs, and any recent downtime due to breakdowns?

The average hours per snow event was answered in question 5. Overtime costs for plowing sidewalks is not tracked separately from overtime associated with general snow plowing and is not likely a good measurement tool for the assessment for justification of the Trackless MT7 versus any other machine. There was not adequate time to pull data and come up with a logical estimate for this number. Lastly, we do not track downtime due to breakdowns. If additional tracking information is desired, we would need more labor hours (additional labor) to be able to conduct the additional tracking of data requested.

7. Provide a breakdown of which attachments are included in the proposed Trackless MT7 purchase price versus attachments we already have for the Toolcat.

The Trackless was quoted with the following equipment: the tractor itself, a V-Snowplow, a snowblower (capable of blowing snow into a dump truck), a sander, a water tank, and a broom. The existing Toolcat has the following attachments: the machine itself, a V-Snowplow, a snowblower (NOT capable of blowing snow into a dump truck), a sander, a water tank, a broom, an auger, and forks.

8. Please provide confirmation that whichever equipment is ultimately selected will allow the Public Works Department to pursue extending its current sidewalk clearing along Pioneer in two directions: 1) Out East End Road to Paul Banks Elementary; and 2) Along the Sterling Highway to West Homer Elementary – in coordination with the State of Alaska Department of Transportation, as is currently done along Pioneer Ave.

The proposed Trackless MT7 will have the capability of adding the proposed and requested additional sidewalk maintenance. The City would need to negotiate a Memorandum of Agreement (MOA) with the State of Alaska prior to initiating plowing from Pioneer Avenue out East End Road to Paul Banks Elementary and from Pioneer Avenue along the Sterling Highway to West Homer Elementary. The City currently has a MOA for plowing and sweeping of Pioneer Avenue and is annually issued payment from the Alaska DOT to conduct this work. Adding this additional work as proposed will result in additional City labor as well as wear and tear on City equipment, without any compensation from the State of Alaska. In other terms, it's a transfer of maintenance cost from the State of Alaska to the City of Homer without any compensation.

Additionally, the State of Alaska typically does more than one plowing pass along the road per snow storm. The City would need to be prepared to make multiple passes on these sidewalks per snow event as these sidewalks will become covered with snow from each of the Alaska DOT's plowing passes. This will substantially add to the already full workload for the Public Works Department. For reference, one snowfall event can take our staff 12 to 16 hours of response, and can spill into the following days. As we add more roads and sidewalks to our maintenance list, we will eventually have to decide whether to add additional rolling stock and staff to provide the service or reduce the expectations of a timely response/plowing service.

Lastly, the operator plowing the grader route out East End Road already drops the wing of the grader onto the connected sidewalk going to Paul Banks School as the grader drives along East End Road on it's way east and back west. Operators have taken to dropping the grader wing because they are driving by and out of good will towards the citizens of Homer and their children. Unfortunately, the State's plows typically cover up our grader operator's work as the State DOT plow passes and snow is thrown back onto the sidewalk. That is hiding the additional service that the City is providing to the State DOT and Homer residents. This further supports the statement that this additional sidewalk plowing will require multiple passes per day over the same length of sidewalk.

Trackless MT7 Municipal Sidewalk Tractor



The above photograph is an example image of the proposed Trackless MT7 for reference. Based upon questions, there appears to be a misconception that the proposed Trackless MT7 has “tracks”. This machine is an articulated wheeled machine that is purpose designed for plowing and maintaining sidewalks and trails, and are designed to drive many miles per day, whereas machines like the Toolcat are designed for driving 1 to 2 miles per day. The Toolcat and Trackless MT7 have similar tool capabilities. The Toolcat has a front hydraulic arm that allows the attachment of a bucket or forks because it’s design is more geared towards construction or landscaping. The Trackless MT7 does not have that option, however it has options for brushing attachments and the ability to drive much greater distances without premature failure. These machines have been time tested and are recognized as the premier preferred tool for municipal sidewalk and trail maintenance.

Alternative Options to the Trackless MT7

As requested, the following information is presented to the City Council for consideration and the available options. Research indicated that the only equivalent to the Trackless MT7 produced in the US is the Bobcat Toolcat, therefore Public Works expanded the search beyond the US and also included other equipment that had at least part of the capability that the Trackless MT7 offers as well as specific equipment that Council requested to be included in the evaluation. Unfortunately, with the large scope of the request, and the limited time provided for this research, not all of the information is available at this time.

Option 1 – Bobcat Toolcat



This is the same machine that the City currently owns. This is the only US made option that has the capabilities of the Trackless MT7 without completely changing to a platform. As stated before, our current machine is prematurely wearing out. As stated several times, these machines are designed and built to service a construction site, manufacturing facility grounds, or landscaping and are not intended to drive more than a mile or two a day, whereas we may drive our machine 50 miles per snowfall event. We could consider purchasing a second Toolcat and initiate a replacement schedule where we replace the older machine approximately every 3 to 5 years, so we are exchanging the older machine before it begins entering a costly maintenance cycle as the machine ages. This was originally considered before the proposition of purchasing the Trackless MT7, however it was not pursued because of the expense of owning 2 Toolcat's and the risk of accidentally holding on to one too long and incurring costly maintenance.

Pro's:

- This is the same machine the City currently owns, so there is familiarity.
- Made in the US.
- This machine has use around the Public Works Campus for multiple other projects.
- This machine has most of the capabilities of the Trackless MT7.

Con's:

- The City's current machine is wearing out prematurely because the City tried adapting this machine to an unintended use like many other municipalities. This commits the City to an advanced replacement schedule, and ownership of two Toolcats.
- Nearly the same cost as the Trackless MT7.

Cost:

Approximate cost of \$250,000 with implements. There was not enough time available to get a new budgetary quote.

Option 2 – Mini Loader



This option is a deviation to a completely different machine platform. There are several manufacturers available in the US.

Pro's:

- Readily available within the US and Alaska.

Con's:

- The expected cost is estimated to be equal or greater than the Trackless MT7.
- This machine WILL NOT have many of the capabilities of the Trackless MT7, such as:
 - A sweeper may be attached, however it would NOT have a water tank therefore it would create excessive dust.
 - The optional equipment would be much more limited. Only options would be broom, snowplow, bucket, and snow blower.
- Much like the Toolcat, this machine is not built with the intention of driving many miles per day. This piece of equipment WOULD wear out quickly as the City of Kenai has experienced and told our maintenance staff.
- This machine is much heavier and may be much more limited on trails during spring breakup.
- The machine is tall and will have overhead limitations requiring additional tree and brush clearing.
- This machine is a little more top heavy and may have limitations on slopes.
- Kenai owned an older Trackless a couple years ago and switched to a machine like this hoping it would save some money. We have heard that after a year or two of ownership, they immediately regretted their decision because the machine is not nearly as capable at performing the job as the Trackless MT7. From the Public Works Departments research, the Toolcat would be a better tool than this option.

Cost:

There was not adequate time to secure a budgetary quote. Based off experience, the machine plus the attachments is estimated to cost around \$300,000 to \$350,000.

Option 3 – Multihog Tractor



This machine is manufactured in Ireland. There does not appear to be any local supplier in Alaska. Internet research indicates that US vendors are available in Colorado, California, Illinois, and Washington/Oregon.

Pro's:

- This machine is very comparable to the Trackless MT7.
- This machine can be outfitted with the same implements as the Trackless MT7
- From the limited research, this machine looks either equal to the Trackless MT7 or even more capable.

Con's:

- There is no local representation for this machine. Therefore, repair parts and support will be more difficult as well as longer lead times for parts delivery.
- This machine is manufactured in Ireland. From the specifications, it appears as though the engine is manufactured in Germany. This means that tariffs are likely to apply to repair parts and it's likely that there will be long wait times for parts due to them being shipped from Europe.
- Research indicates that US tariffs on Ireland are complex and volatile. Generally speaking, US tariff's on products from Ireland range from 20% to 30% which is roughly equivalent to the Canadian tariff's.

Cost:

Not enough time was available to secure a budgetary cost estimate. It is very reasonable to expect that the cost for this machine will be roughly the same as the Trackless MT7 or more based on it's origin and shipping.

Option 4 – Ventrac



The Ventrac machine is assembled in the US. It was requested that this machine and other US manufactured machines be evaluated. It was stated that many municipalities use these machines. We were unsuccessful of identifying any municipalities that use this equipment for a performance reference. Research indicates that these are mostly used for maintaining pathways and grounds for municipalities, grounds keeping for parks, universities, and homeowner associations. We doubt that this machine would be capable of performing the same work as the Toolcat, and would likely require multiple machines to complete the same work, which would also require additional staff.

Pro's:

- This machine is manufactured in the US.
- This machine is likely cheaper than all of the other options.

Con's:

- This machine is the least robust or durable of all the options evaluated. Looking at the specifications, it appears as though this machine is designed for maintenance for a school; commercial property such as SBS; or a small apartment complex. Evaluation of the specifications by our staff estimates that this machine would breakdown much more frequently than any other option. This machine is not constructed to endure the maintenance wear and tear demands of a municipality.
- This machine has very limited optional attachments available and would not considered to be an equivalent to the Toolcat or the Trackless MT7.

Costs:

Not enough time was available to secure a budgetary cost estimate. It is very reasonable to estimate that the cost for this machine will be significantly less than all of the other options.

Option 5 – Reduce the Miles of Trail and Sidewalk Maintained

While undoubtedly unpopular, but in the spirit of evaluating all available options, the City could consider reducing the number of miles of trails and sidewalks maintained. This would reduce the burden on the city owned Toolcat and allow the City to continue to function with the existing inventory of equipment.

Option 6 – Contract out Plowing of Trails and Sidewalks

While undoubtedly unpopular, but in the spirit of evaluating all available options, the City could consider contracting out all or a portion of the plowing maintenance of Trails and Sidewalks. Based upon the City’s existing plowing contracts and with the understanding of the required labor associated with plowing these sidewalks, we estimate that the annual cost to contract out the plowing and sanding of the trails and sidewalks will annually exceed the purchase price for the proposed Trackless MT7 purchase.

RECOMMENDATION:

The Public Works Department did a lot of this research prior to the original proposal of purchasing the Trackless MT7 Municipal Sidewalk Tractor. The only locally available and comparable equipment to the Trackless MT7 is the Toolcat which the City currently owns. The Toolcat is far inferior to the Trackless MT7. The Public Works Department was unable to identify any other options manufactured in North America that are in the same competitive class as the Trackless MT7. This further research effort has reinforced the opinion of the Public Works Departments that the Trackless MT7 Municipal Sidewalk Tractor is the correct machine to purchase. The Public Works Department recommends adoption of this Ordinance to appropriate additional funding.



MEMORANDUM

CC-26-032

Ordinance 26-05, an Ordinance of the City Council of Homer, Alaska Amending the FY26 Capital Budget by Appropriating an Additional \$20,000 From the Homer Accelerated Roads and Trails (HART) Trails Fund and 20,000 from the HART Roads fund to the Purchase of the Trackless MT7 Municipal Sidewalk Tractor.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: January 16, 2026
From: Daniel Kort, Public Works Director
Through: Melissa Jacobsen, City Manager

SUMMARY:

The City is intending to purchase a Trackless MT7 Municipal Sidewalk Tractor (Trackless MT7) for the maintenance of trails and sidewalks. This Memorandum is revising the previous request for \$40,000 to request a total of \$5,000 to cover revised tariffs associated with purchases of equipment from Canada.

BACKGROUND:

Ordinance 26-05 was initially requesting the appropriation of an additional \$40,000 to cover the costs associated with the November 2025 Proclamation 10984 issued by President Donald Trump which applied to the purchase of the Trackless MT7.

On January 16, 2026, the Public Works Department received a notification from the equipment manufacture indicating that the Trackless MT7 units being shipped to the United States have been reclassified and will no longer be subject to the 25% tariff surcharge referenced in the November 11, 2025 notification. The notification further notified that the Trackless MT7 would now be subject to a 50% steel surcharge tariff instead, calculated based on the Trackless MT7's steel content and prevailing steel market values. This essentially means that the surcharge tariff is applicable to only the value of the Canadian iron and steel used to build the Trackless MT7. Accordingly, a \$5,000 USD tariff surcharge will be applied to invoices for all Trackless MT7 units sold in the United States.

RECOMMENDATION:

The Public Works Department recommends amending Ordinance 26-05 to replace "\$20,000 each from HART Roads and HART Trails Funds" with "\$2,500 each from HART Roads and HART Trails Funds".

ATTACHMENTS:

Trackless Vehicle Notification.

January 12, 2026

Dear Trackless U.S. Dealers,

We are writing to provide an important update regarding recent U.S. tariff developments and their impact on Trackless Vehicles products, including tractors, attachments, and OEM spare parts imported from Canada. We appreciate your continued partnership and want to ensure you are fully informed of these changes.

HTS Code Change

Effective immediately, Trackless Vehicles will ship MT7 units to the United States under HTS code **8701.93.50.00** — “Tractor, exceeding 37 kW but not exceeding 75 kW, other.” As a result, MT7 units classified under the 8701 HTS code will not be subject to the 25% tariff surcharge referenced in the notice issued on November 11, 2025. These units will, however, now be subject to a 50% steel surcharge, calculated based on the MT7’s steel content and prevailing steel market values

Accordingly, a **\$5,000 USD tariff surcharge** will be applied to invoices for MT7 units, in accordance with Section 5.1(e) of your respective dealer agreements with Trackless Vehicles.

8705.90.0080 Tariff Surcharge Recovery

In collaboration with our Customs Broker, we will be revising and resubmitting documentation for MT7 units previously cleared under HTS code 8705, as outlined in the dealer notice issued on November 11, 2025. The recovery process for brokerage fees and the issuance of applicable credits is expected to take several months. We appreciate your patience as this matter proceeds through the currently overburdened U.S. Customs system.

Impact of U.S. Tariffs on Trackless Attachments and Parts

There are no changes to tariff surcharges for Trackless attachments and parts at this time. Please refer to the dealer notice issued on November 11, 2026, for additional details related to attachment tariffs.

We sincerely regret any inconvenience these government-imposed tariffs may cause you or your customers. Please be assured that we are managing these challenges alongside you and remain fully committed to providing the high level of service, communication, and support you expect from Trackless Vehicles.

Should you have any questions or require further clarification, please do not hesitate to contact us.

Sincerely,



Bill Johnson
General Manager
Trackless Vehicles
519-842-0563



Michael Paric
Vice President, Dealer Sales & Development
Federal Signal Corporation, Environmental Solutions Group
416-427-5900



MEMORANDUM

Ordinance 26-05, an Ordinance of the City Council of Homer, Alaska Amending the FY26 Capital Budget by Appropriating an Additional \$20,000 From the Homer Accelerated Roads and Trails (HART) Trails Fund and 20,000 from the HART Roads fund to the Purchase of the Trackless MT7 Municipal Sidewalk Tractor. City Manager/Public Works Director.

Item Type: Backup Memorandum
Prepared For: City Council
Date: December 5, 2025
From: Daniel Kort, Public Works Director
Through: Melissa Jacobsen, City Manager

I. Issue: The purpose of this Memorandum is to request an additional appropriation of \$40,000 divided evenly between the HART Trails Fund and the HART Roads Fund to the purchase of the Trackless MT7 Municipal Sidewalk Tractor.

II. Background:

The FY 26 Capital budget includes \$250,000 for the purchase of a Trackless MT7 Municipal Sidewalk Tractor and associated attachments. An order for the new machine was placed, however on October 17, 2025 President Donald Trump issued Proclamation 10984, "Adjusting Imports of Medium and Heavy-Duty Trucks, Medium and Heavy-Duty Truck Parts, and Busses into the United States", under Section 232 of the 1962 Trade Expansion Act (19 U.S.C. 1892). This proclamation imposes an additional 25% ad valorem tariff on imports of medium and heavy-duty vehicles (MHDVs) and their parts, effective November 1, 2025.

The classification list for MHDVs includes harmonized tariff code 8705.90.0080 – "Special Purpose Vehicles", which applies to the Trackless MT7. As a result, a 25% tariff surcharge will be applied to the purchase of MT7 units shipped after November 1, 2025. The estimated tariff surcharge was quoted at \$34,811.20. This tariff surcharge is estimated based upon the fluctuation of the US to Canadian exchange rate, and therefore the Public Works Department is proposing the addition of \$40,000 to cover any fluctuation in the exchange rate.

The administration had considered delaying the purchase or part of the purchase with the hope of avoiding the tariff but decided against that solution because inflation is likely to be greater than any savings by delaying any portion of the purchase.

III. RECOMMENDATIONS: The Public Works Department is recommending an additional appropriation of \$40,000 towards the purchase of the Trackless MT7 Municipal Sidewalk Tractor.

Attachments:

November 13, 2025 letter from Trackless Vehicles estimating tariff surcharges

November 13, 2025

Re: Purchase Order P102970 – Homer, AK

Mr. John West,

I hope this message finds you well.

We greatly value the strong partnerships we've built with each of you and want to maintain full transparency regarding recent U.S. tariff impacts on Trackless Vehicles, including tractors, attachments, and OEM spare parts imported from Canada.

Impact of Recently Enacted U.S. Tariffs on Medium- and Heavy-Duty Trucks on MT7 Units

On October 17, 2025, President Trump issued Proclamation 10984, "Adjusting Imports of Medium and Heavy-Duty Trucks, Medium- and Heavy-Duty Truck Parts, and Buses into the United States," under Section 232 of the 1962 Trade Expansion Act (19 U.S.C. 1862). This proclamation imposes an additional 25% ad valorem tariff on imports of medium and heavy-duty vehicles (MHDVs) and their parts, effective November 1, 2025.

The classification list for MHDVs includes harmonized tariff code 8705.90.0080 – "Special Purpose Vehicles," which applies to the Trackless MT7. **As a result, a 25% tariff surcharge will now be applied to invoices for MT7 units shipped after November 1st** pursuant to Section 5.1(e) of your respective dealer agreements with Trackless Vehicles.

The estimated tariff surcharges for each MT7 ordered under Purchase Order P102970, will be \$34,811.20 USD.

We sincerely apologize for the inconvenience these government-imposed tariffs may cause you or your customers. Please know that we are facing these challenges alongside you and remain fully committed to providing the exceptional service, communication, and support you've come to expect from Trackless Vehicles.

If you have any questions, please don't hesitate to reach out.

Sincerely,



Bill Johnson
General Manager
Trackless Vehicles
519-842-0563



Michael Paric
Vice President, Dealer Sales & Development
Federal Signal Corporation, Environmental Solutions Group
416-427-5900

CITY OF HOMER
FINANCIAL SUPPLEMENT

PROJECT NAME	<u>Additional Funding - Trackless Sidewalk Tractor</u>	DATE	<u>01/08/2026</u>
DEPARTMENT	<u>Public Works</u>	SPONSOR	<u>City Manager/PW Director</u>
REQUESTED AMOUNT	<u>\$ 40,000</u>		

DESCRIPTION	The FY 26 Capital Budget includes funding of \$250,000 towards the purchase of a Trackless MT7 Municipal Sidewalk Tractor. On October 17, 2025 President Trump issued Proclamation 10984 which imposes an additional 25% tariff on imports of medium and heavy-duty vehicles and their parts, effective November 1, 2025, which is applicable to the Trackless MT7 Municipal Sidewalk Tractor. Delaying the purchase will not result in savings due to projected price increases due to inflation. An additional appropriation of \$40,000 is required to make the purchase.
-------------	--

FUNDING SOURCE(S)	OPERATING	GF CARMA	GF FLEET CARMA	PORT RESERVES	WATER CARMA
	0%	0%	0%	0%	0%
	HAWSP	HART-ROADS	HART-TRAILS	PORT FLEET RESERVES	SEWER CARMA
	0%	50%	50%	0%	0%

FUNDING SOURCE 1: HART Roads (160)	FUNDING SOURCE 2: HART Trails (165)	FUNDING SOURCE 3:
Current Balance <u>\$ 4,564,986</u>	Current Balance <u>\$ 1,274,737</u>	Current Balance _____
Encumbered <u>\$ 4,067,137</u>	Encumbered <u>\$ 610,135</u>	Encumbered _____
Requested Amount <u>\$ 20,000</u>	Requested Amount <u>\$ 20,000</u>	Requested Amount _____
Other Items on Current Agenda <u>\$ 0</u>	Other Items on Current Agenda <u>\$ 0</u>	Other Items on Current Agenda _____
Remaining Balance <u>\$ 477,849</u>	Remaining Balance <u>\$ 642,602</u>	Remaining Balance _____
FUNDING SOURCE 4:	FUNDING SOURCE 5:	FUNDING SOURCE 6:
Current Balance _____	Current Balance _____	Current Balance _____
Encumbered _____	Encumbered _____	Encumbered _____
Requested Amount _____	Requested Amount _____	Requested Amount _____
Remaining Balance _____	Remaining Balance _____	Remaining Balance _____

Remaining Balance (including Fund 155): \$1,155,027

**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Public Works Director

ORDINANCE 26-05

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING THE FY26 CAPITAL BUDGET BY APPROPRIATING AN ADDITIONAL \$20,000 FROM THE HOMER ACCELERATED ROADS AND TRAILS (HART) ROADS FUND AND \$20,000 FROM THE HOMER ACCELERATED ROADS AND TRAILS (HART) TRAILS FUND FOR THE PURCHASE OF THE TRACKLESS MT7 MUNICIPAL SIDEWALK TRACTOR.

WHEREAS, The FY 26 Capital Budget includes funding of \$250,000 towards the purchase of a Trackless MT7 Municipal Sidewalk Tractor; and

WHEREAS, On October 17, 2025 President Trump issued Proclamation 10984 which imposes an additional 25% tariff on imports of medium and heavy-duty vehicles and their parts, effective November 1, 2025, which is applicable to the Trackless MT7 Municipal Sidewalk Tractor; and

WHEREAS, Delaying the purchase will not result in savings due to projected price increases due to inflation; and

WHEREAS, An additional appropriation of \$40,000 is required to make the purchase.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY26 Capital Budget by appropriating an additional \$40,000 as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
160	HART Roads	\$20,000
165	HART Trails	\$20,000

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

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

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ___ day of January 2026.

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CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

AMY WOODRUFF, CITY CLERK

YES:

NO:

ABSENT:

ABSTAIN:

First Reading:

Public Hearing:

Second Reading:

Effective Date:



MEMORANDUM

CC-26-033

Ordinance 26-06, an Ordinance of the City Council of Homer, Alaska Amending Homer City Code 2.84 Release of Public Record Sections 2.84.010 Policy, 2.84.020 Definitions, 2.84.050 Regulations, and 2.84.070 Appeals. City Manager/City Clerk.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: January 23, 2026
From: Melissa Jacobsen, City Manager

BACKGROUND:

At the introduction of Ordinance 26-06 questions were raised from Council following public comments on the proposed amendments to Homer City Code (HCC) Chapter 2.84 Release of Public Records.

DISCUSSION:

One concern raised was regarding the proposal to strike language on lines 245-248. I explained at the introduction that stronger policy language was added at the beginning of Chapter 2.84 beginning on line 47 that directs that the City will provide prompt and reasonable access to non-confidential records, and that is why lines 245-248 is proposed to be removed. I'd also like to add that our records policy and records request form directs that the City has up to 10 working days to fulfill a records request, and that the City will notify the requestor and provide explanation if additional time is needed.

The second concern raised was about removing the opportunity for a requestor to appeal a denial of a records request to the City Council and directing it to be appealed directly to the Superior Court. Council asked for proposed amendments for this portion.

Option 1. Keep appeals with the City Council. Move to amend the ordinance to retain the existing language on lines 257 through 265, and strike new language on lines 267 and 268. This amendment will keep the appeal process with the City Council, and Council's decision can be appealed to the Superior Court.

Option 2. Direct appeals to a hearing officer. Move to amend line 267 to read as follows:

- a. Any denial of a request for inspection of records may be appealed to a hearing officer within 15 days after the request is denied. The Clerk's Office shall immediately forward the appeal to the Office of Administrative Hearings (OAH) for assignment of a hearing officer.

- b. The hearing officer will hold a preconference hearing to develop a briefing schedule, set a hearing date, and address other matters as needed related to the appeal hearing.
- c. An appeal from the decision of the hearing officer under this chapter may be made to the Superior Court within 30 days after the decision is distributed to the requestor.

Option 3. Direct appeals to the Superior Court. No action is needed to leave the amended language on lines 267-268 as proposed.

Fiscal note: All three options will incur legal fees. Options 1 and 2 have the potential to be more costly if the decision of the Council or of the hearing officer are appealed to the Superior Court and potentially to the Alaska Supreme Court.

Recommendation: Amend Ordinance 26-06 as desired.



MEMORANDUM

CC-26-008

Ordinance 26-06, an Ordinance of the City Council of Homer, Alaska Amending Homer City Code 2.84 Release of Public Record Sections 2.84.010 Policy, 2.84.020 Definitions, 2.84.050 Regulations, and 2.84.070 Appeals. City Manager/City Clerk.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: January 7, 2026
From: Melissa Jacobsen, City Manager

BACKGROUND:

Homer City Code (HCC) Chapter 2.84 governs the public release of City records and establishes the appeal process when a public records request is denied. The current code contains several provisions assigning public records-related duties to the City Manager, despite records management being a core responsibility of the City Clerk.

Alaska Statute § 29.20.380(a)(4) identifies the Municipal Clerk as the custodian and manager of municipal records and outlines the associated duties. Consistent with this statute, HCC 2.12.010(d) directs the City Clerk to maintain and make available for public inspection an indexed file of municipal ordinances, resolutions, rules, regulations, and codes. Additionally, the City Clerk is designated as the City's Records Manager in the Clerk's job description.

The amendments proposed in this ordinance align HCC Chapter 2.84 with state law and existing City code by removing the City Manager's role in establishing regulations and approving or denying public records requests, and by assigning those responsibilities to the City Clerk.

The proposed amendments also direct appeals of records request denials to the Superior Court.

RECOMMENDATION:

Conduct a public hearing and adopt Ordinance 26-06

ATTACHMENTS:

Alaska Statute § 29.20.380
Homer City Code 2.12.010

(b) The governing body may combine the office of clerk with that of treasurer. If the offices are combined, the clerk-treasurer shall, as required of the treasurer, give bond to the municipality for the faithful performance of the duties as clerk-treasurer.

(c) The municipal clerk may act as an absentee voting official under AS 15.20.045(c) for the limited purpose of distributing absentee ballots to qualified voters or qualified voters' representatives under AS 15.20.072 in a municipality in which the division of elections will not be operating an absentee voting station. (§ 7 ch 74 SLA 1985; am § 1 ch 11 SLA 1992; am § 43 ch 73 SLA 2013)

Effect of amendments. The 1992 amendment, effective July 28, 1992, rewrote subsection (a). The 2013 amendment added (c).

Sec. 29.20.390. Municipal treasurer.

(a) Except as provided in AS 14.14.060, the treasurer is the custodian of all municipal funds. The treasurer shall keep an itemized account of money received and disbursed. The treasurer shall pay money on vouchers drawn against appropriations.

(b) The treasurer shall give bond to the municipality in a sum that the governing body directs. (§ 7 ch 74 SLA 1985)

Sec. 29.20.400. Departments.

(a) The governing body may establish municipal departments and distribute functions among them.

(b) Each municipal department is administered by a department head. With the consent of the governing body, the mayor may serve as head of one or more departments or a single administrator may serve as head of two or more departments. (§ 7 ch 74 SLA 1985)

Sec. 29.20.410. Personnel system.

(a) Except as provided by (b) of this section, appointments and promotions of municipal employees are made on the basis of merit. The governing body may provide for a personnel system and classified service.

(b) By ordinance the governing body may designate confidential or managerial positions that are wholly or partially exempt from the classified service. A wholly or partially exempt position is filled by a person who serves at the pleasure of the appointing authority and whose term of employment is determined by the appointing authority. (§ 7 ch 74 SLA 1985)

Sec. 29.20.420. Health insurance policies.

(a) If a municipality offers a group health care insurance plan covering municipal employees, including by means of self-insurance, the municipal health care insurance plan is subject to the requirements AS 21.42.427.

Effect of amendments. The 2024 amendment, effective August 14, 2024, is added this section.

Chapter 2.12 CITY CLERK

Sections:

[2.12.010 Duties.](#)

2.12.010 Duties.

The office of City Clerk shall be appointed by the City Manager and confirmed by the City Council as provided by Alaska State law. The person holding the office of City Clerk shall:

- a. Give notice of the time and place of meetings to the Council and to the public;
- b. Attend meetings and keep the journal or other records thereof;
- c. Arrange publication of notices, ordinances and resolutions;
- d. Maintain and make available for public inspection an indexed file including municipal ordinances, resolutions, rules, regulations and codes;
- e. Attest deeds and other documents;
- f. Act as Election Supervisor and administer all City elections in accordance with HCC Title 4 and applicable State and Federal laws;
- g. Perform other duties as specified in this title or elsewhere in the Municipal Code and all applicable provisions of the Alaska Statutes;
- h. At all times cooperate with the City Manager and provide such information and perform such duties as are requested by the City Manager so long as they are not inconsistent with the duties of the office of City Clerk as otherwise provided in municipal, State and Federal law;
- i. The job functions and major activities of the Clerk's office as set forth in the job description are incorporated by this reference as though fully set forth in this section. [Ord. 85-24 § 1, 1985. Code 1981 § 1.30.010].

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

3 City Manager/City Clerk

4 **ORDINANCE 26-06**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
7 AMENDING HOMER CITY CODE 2.84 RELEASE OF PUBLIC RECORD
8 SECTIONS 2.84.010 POLICY, 2.84.020 DEFINITIONS, 2.84.050
9 REGULATIONS, AND 2.84.070 APPEALS.

10
11 WHEREAS, Access to public records concerning government operations enables citizens
12 to review and understand the activities of their government; and

13
14 WHEREAS, Certain records may be exempted from disclosure as stipulated by state or
15 federal law or regulation; and

16
17 WHEREAS, It is crucial to provide access to public records while efficiently managing
18 City resources; and

19
20 WHEREAS, Clarifications within the code are necessary to effectively administer and
21 process public records requests.

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

24
25 Section 1. Homer City Code 2.84 Release of public records is hereby amended as
26 follows:

27
28 Chapter 2.84

29 PUBLIC RELEASE OF RECORD

30 Sections:

31 2.84.010 Policy.

32 2.84.020 Definitions.

33 2.84.030 Information available to the public.

34 2.84.040 Records exempted.

35 2.84.050 Regulations.

36 2.84.055 Litigation disclosure.

37 2.84.060 Response to requests for public records.

38 2.84.070 Appeals.

39
40 2.84.010 Policy.

41 ~~It is the intention of the City to provide prompt and reasonable access to nonconfidential public~~
42 ~~records according to law so that the people of the City may be well informed at all times as to~~

43 municipal business. This chapter should be construed to require disclosure of public records of
44 the City as required by AS 40.25, subject to the exceptions, exemptions, and privileges provided
45 in this chapter, in AS 40.25, or as otherwise provided by law.

46

47 **A. It is the policy of the city to provide prompt and reasonable access to non-confidential**
48 **public records to the citizens of Alaska according to law so that the people of the State of**
49 **Alaska may always be well informed as to the business and affairs of the city. This chapter**
50 **should be construed to require disclosure of public records of the city as required by**
51 **Alaska Statutes, subject to exceptions, exemptions and privileges provided in this**
52 **chapter, or otherwise provided by law.**

53

54 **B. It is the policy of the city not to manipulate data, software or electronically stored**
55 **information to tailor the data to the person's request or to develop a product that meets**
56 **the person's request.**

57

58 **C. It is the policy of the city not to duplicate public records in alternative formats not used**
59 **by the city.**

60

61 **D. Exceptions to subsections B and C may be authorized in the sole discretion of the city**
62 **manager. Any such exception shall; 1) be requested in writing by the person desiring**
63 **access; 2) be responded to in writing signed by the city manager and directed to the city**
64 **clerk and person requesting documents stating the reasons for allowing or denying an**
65 **exception.**

66

67 2.84.020 Definitions.

68 For the purposes of this chapter:

69 "City agency" means any department, division, board, commission, council, committee, or
70 other instrumentality of the City.

71

72 **"City Clerk" includes any designee of the City Clerk.**

73

74 **"Confidential information" means information the disclosure of which is restricted by**
75 **city, state or federal law, ordinance, regulation, rule or judicial decision.**

76

77 **"Involved in litigation" means a party to litigation or representing a party to litigation,**
78 **including obtaining public records for the party.**

79

80 "Public records" has the same meaning as in AS 40.25.220: **means items, regardless of format**
81 **or physical characteristics, that are developed or received by a city agency that are**
82 **preserved for their informational value or as evidence of the organization or operation of**
83 **the city agency.**

84

85 **"Requester" means a person who makes a request to the city to inspect or obtain a copy**
86 **of a city record.**

87
88 2.84.030 Information available to the public.
89 Except as provided by HCC 2.84.040, or by other provisions of City, State or Federal law, all
90 nonexempt public records shall be open to inspection by any person during business hours,
91 subject to any applicable regulations that may be adopted by the City Manager **Clerk** pursuant
92 to HCC 2.84.050.

93
94 2.84.040 Records exempted.
95 The following records are confidential and exempt from disclosure to the public:

96
97 a. Communications between an attorney for the City and the City, or any agency, officer,
98 employee, or representative of the City, that are made confidentially in the rendition of legal
99 services to the City or to a City agency, officer, or employee;

100
101 b. Records prepared by any attorney for the City in the rendition of legal services or legal advice
102 to the City or any agency, officer, employee or representative of the City. Records that must
103 otherwise be disclosed because they are public and not subject to any exemptions cannot be
104 withheld on the sole ground that they have been submitted to the City's attorney;

105
106 c. The work product of an attorney for the City. This includes, without limitation, documents,
107 records and communications prepared by or at the direction of the attorney containing a legal
108 opinion, memorandum or other work product or information pertaining to any matter then in
109 litigation or where litigation may be threatened or where a claim is asserted or may be
110 threatened. This exemption does not extend, however, to any documents, records or other
111 written communications that were public prior to the commencement of litigation or claim.
112 Records that must otherwise be disclosed because they are public and not subject to any
113 exemptions cannot be withheld on the sole ground that they have been submitted to the
114 municipal City's attorney;

115
116 d. All personnel and payroll records of City officers and employees, including, without
117 limitation, employment applications, examination materials, other assessment materials,
118 disciplinary records, and performance evaluations; except the following, which may be
119 disclosed:

120 1. The employment application of a City official appointed by the City Council;
121
122 2. The employment application of the director of each department of the City, as defined in
123 HCC 2.32.010 and 2.32.030;

124
125 3. Performance evaluations of a City official appointed by the City Council and department
126 directors, but only to the extent the performance evaluations relate to the individual's job

127 performance and do not impugn an individual's honesty, integrity, morality, reputation or
128 character outside of professional performance;

129
130 4. The names and position titles of all City employees;

131
132 5. The current and prior positions held by a City employee;

133
134 6. The dates of appointment and separation of a City employee; and

135
136 7. The compensation rate authorized for a City official or employee, but the payroll records and
137 compensation actually paid to an official or employee shall not be disclosed.

138
139 In the event of a request for disclosure of items described in subsections (d)(1), (2), and (3) of
140 this section, the person(s) in question will be notified at least five days prior to release of such
141 records;

142
143 e. Records or information compiled for law enforcement purposes, but only to the extent that
144 the production of the law enforcement records or information:

- 145 1. Could reasonably be expected to interfere with enforcement proceedings;
- 146 2. Would deprive a person of a right to a fair trial or an impartial adjudication;
- 147 3. Could reasonably be expected to constitute an unwarranted invasion of the personal
148 privacy of a suspect, defendant, victim, or witness;
- 149 4. Could reasonably be expected to disclose the identity of a confidential source;
- 150 5. Would disclose confidential techniques and procedures for law enforcement
151 investigations or prosecutions;
- 152 6. Would disclose guidelines for law enforcement investigations or prosecutions if the
153 disclosure could reasonably be expected to risk circumvention of the law; or
- 154 7. Could reasonably be expected to endanger the life or physical safety of an individual;
- 155

156 f. The name, address, telephone number, email address, or other information that would
157 identify complainants in any formal or informal request that the City take action to enforce any
158 law, ordinance or regulation, except as such disclosure may become necessary to a fair and just
159 disposition of the enforcement proceeding;

160
161 g. The name, address, telephone number, email address, usage, and billing data of any
162 customer using City services;

163
164 h. Financial, engineering, technical specifications, designs, or data from any person that, if
165 released, might provide a competitive advantage to any person, engaged or potentially to be
166 engaged in similar or related activities;

167

168 i. Information obtained by and in the custody of the City's insurance providers and their agents,
169 investigators and appointed attorneys regarding existing and threatened litigation and claims
170 against the City. This includes information that is provided by them to the City; records
171 disclosing reserve levels on litigation or claims against the City; records pertaining to the
172 evaluation and defense of any litigation or claims against the City; and risk management files.
173 "Insurance providers" include any insurance company, self-insurance, or joint insurance
174 program;

175
176 j. Medical and related public health records concerning any person;

177
178 k. Records pertaining to juveniles unless disclosure is authorized by law;

179
180 l. Records that are required or authorized to be kept confidential by Federal or State law or
181 regulation, or by a protective order authorized by law or regulation;

182
183 m. Records that municipal governments engaged in collective bargaining consider to be
184 privileged or confidential for purposes of successful collective bargaining;

185
186 n. Records that are required or authorized to be kept confidential by a privilege, exemption or
187 other principle recognized by law or the courts;

188
189 o. Any personal information concerning any person the release of which could reasonably be
190 expected to constitute an unwarranted invasion of privacy;

191
192 p. Records that are proprietary, privileged, or a trade secret in accordance with AS 43.90.150 or
193 43.90.220(e); and proprietary information that a person reasonably requires to be kept
194 confidential to protect the property interests of the person providing the information;

195
196 q. The names, addresses, or other personal identifying information of people who have used
197 the Homer Public Library, in accordance with AS 40.25.140;

198
199 r. Records concerning deliberations and drafts of decisions in quasi-judicial proceedings
200 conducted by the City or any City agency. The final decision in a quasi-judicial proceeding is
201 public;

202
203 s. When and for so long as necessary to protect the interests of the City, competitive bids,
204 proposals, quotes, and similar offerings submitted to the City by any person in response to a
205 request or solicitation by the City.

206
207 2.84.050 Regulations.

208 The City ~~Manager~~ **Clerk** shall establish regulations for the operation and implementation of
209 this chapter and the Council shall review and approve such regulations. Regulations adopted

210 pursuant to this section shall be posted in a conspicuous manner at City Hall. The regulations
211 may include provisions as to the time, place, and manner of inspection of records and may also
212 include, but are not limited to:

213
214 a. The requirement of payment of reasonable fees for production of records, including fees for
215 statutorily authorized personnel costs required for search and copying tasks. The fees shall not
216 exceed the maximum fees allowed under AS 40.25.110. If the person is unable to pay a required
217 fee, and signs an affidavit to the effect that he or she is unable to do so, the City Manager may
218 waive the fee. The regulations may also provide for waiver of fees, to be uniformly applied
219 among persons similarly situated, when the cost is nominal or when the cost to arrange for and
220 collect payments exceeds the fee.

221
222 b. The form in which the specified documents shall be made available. Documents need not be
223 reproduced in the exact form or medium in which they are stored. However, any alteration of
224 the form or medium of public records shall not change the substantive content of the
225 information contained in the public record. When the actual content is changed, the nature of
226 the change and why it was necessary shall be communicated to the requestor.

227
228 c. The requirement that a request adequately identify the record(s) in a written request.

229
230 d. Requirements for clarification or narrowing of requests that are too vague or so broad as to
231 make it difficult to identify the information requested or to respond to the request with
232 reasonable effort at a reasonable cost.

233
234 e. Other provisions to implement this chapter.

235
236 2.84.055 Litigation disclosure.

237 If a person requesting inspection of City records is involved in litigation, a quasi-judicial
238 proceeding, or an appeal involving the City or a City agency in any judicial or administrative
239 forum, the disclosure of records used for, included in, or relevant to that litigation, proceeding
240 or appeal is governed by the rules or orders of that forum, and not by this chapter. In this
241 section, "involved in litigation" means being a party to litigation, a quasi-judicial proceeding or
242 appeal, or representing a party, including any person obtaining records on behalf of the party.

243
244 2.84.060 Response to requests for public records.

245 a. All requests for records shall be approved or denied by the City Manager ~~The manager or his~~
246 ~~designee shall, consistent with the orderly conduct of City business, make a good faith and~~
247 ~~reasonable effort to locate records that are adequately identified in the request. The City~~
248 ~~Manager will provide a reasonably prompt response to each request~~ **Clerk. Nothing in this**
249 **subsection shall prevent the City Clerk from consulting the City Attorney and/or the City**
250 **Manager prior to deciding the disposition of a request made under this chapter.**

251

252 b. If a request is denied or the requested records cannot be identified or promptly located with
253 good faith and reasonable effort, a brief written explanation will be given.

254
255 2.84.070 Appeals.

256
257 a. ~~Any denial of a request for inspection of records may be appealed to the City Council~~
258 ~~by the person making the request. An appeal must be filed in writing within 30 days~~
259 ~~after the request is denied. Failure to timely appeal from a denial waives all rights of~~
260 ~~appeal.~~

261
262 b. ~~The City Council will consider and decide the appeal within 30 days.~~

263
264 c. ~~An appeal from the decision of the Council may be made to the Superior Court within~~
265 ~~30 days after the Council's decision is distributed to the parties.~~

266
267 **An appeal from the decision of the City Clerk under this chapter may be made to the**
268 **Superior Court within 30 days after the decision is distributed to the requestor.**

269
270 Section 2. This ordinance shall take effect upon its adoption by the Homer City Council.

271
272 Section 3. This ordinance is of a permanent and general character and shall be included
273 in the City Code.

274
275 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this __ day of _____, 2026.

276
277 CITY OF HOMER

278
279 _____
280 RACHEL LORD, MAYOR

281
282 ATTEST:
283
284 _____
285 AMY WOODRUFF, CITY CLERK

286
287 YES:
288 NO:
289 ABSTAIN:
290 ABSENT:

291
292 Introduction:
293 Public Hearing:

294 Second Reading:
295 Effective Date:

From: [Frank Griswold](#)
To: [Amy Woodruff](#)
Subject: Proposed Ordinance 26-06
Date: Thursday, January 22, 2026 1:45:16 PM

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

Dear City Council and Mayor,

State FOIA laws regulate who can request public documents. In most states, "any person" is able to request public records regardless of their citizenship. Only seven states (Alabama, Arkansas, Delaware, New Jersey, Kentucky, Tennessee, and Virginia) require requesters of public records to be state residents.

"All disclosable public records must be made available upon request and upon compliance with the requirements of AS 40.25.110 - AS 40.25.125 and this chapter. A public agency may not request a justification or explanation of need or intended use, but a public agency may inquire whether the person making the request is a party, or represents a party, involved in litigation with the state or a public agency ***to which the requested record is relevant. If so, the requester shall be informed to make the request in accordance with applicable court rules.***" (Emphasis added) 2 AAC 96.305-2 AAC 96.315.

Frank Griswold

From: [Frank Griswold](#)
To: [Amy Woodruff](#)
Cc: [Department Clerk](#)
Subject: Proposed Ordinance 26-06
Date: Tuesday, January 20, 2026 10:45:20 PM

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

Dear City Council and Mayor,

AS 40.25.110(a) states in relative part as follows: "Unless specifically provided otherwise, the public records of all public agencies are open to inspection **by the public** under reasonable rules during regular office hours." Out-of-state residents/citizens are irrebuttably members of the public. AS 40.25.120(a) provides that **every person** has a right to inspect a public record in the state with some exceptions. AS 40.25.120(a) does not provide that every person in the state has a right to inspect a public record in the state. No provision of AS 40.25 provides a blanket exemption for out-of-state requests for public records and the law does not otherwise differentiate based on requester location or citizenship. It is therefore axiomatic that City of Homer must process out-of-state public records requests in the same manner it processes in-state public records requests.

Frank Griswold

January 20, 2026

Re: Proposed Ordinance 26-06

Dear City Council and Mayor,

Proposed Ordinance 26-06 was initiated to better position the city in a pending superior court case regarding a public records request where the city falsely claimed that no records existed. See 3H0-25-00357CI. No city official should be complicit in this diabolical attempt to restrict all future disclosures of public records under the guise of efficiently managing city resources. The current regulations have been in place for decades and the “clarifications” now sought are clearly not necessary to effectively administer and process public records requests. Previous city managers have efficiently responded to public records requests and established regulations for the operation and implementation of Chapter 2.84 so one must wonder why such duties traditionally assigned to the City Manager are now being delegated to the recently hired City Clerk? Ordinance 26-06 states on its face that it is co-sponsored by the City Clerk but it seems unlikely that she did so voluntarily.

Lines 47-52: AS 40.25.110(a) states: “Unless specifically provided otherwise, the public records of all public agencies are open to inspection by the public under reasonable rules during regular office hours.” Contrary to proposed Ordinance 26-06, AS 40.25 does not restrict the disclosure of public records to citizens of Alaska so that *just* the people of the State of Alaska may always be well informed as to the business and affairs of the City of Homer. This amendment is a knee-jerk reaction to a 2023 public records request made by newspaper publisher Phillip Lilker of Lake City Florida which fortunately contributed to the expedient termination of newly hired Public Works Director Paul Dyal. (See email chain between (then) City Clerk Melissa Jacobsen and Phillip Lilker attached hereto). Is proof of Alaskan citizenship going to be required and, if so, what constitutes sufficient proof?

Line 54 adds the following: “It is the policy of the city not to manipulate data, software or electronically stored information to tailor the data to the person’s request or to develop a product that meets the person’s request.”

Tailoring data to develop a product that meets a person's request is consistent with the purpose of enabling citizens to review and understand the activities of their government per Whereas clause #1. Storing data in proprietary software in order to keep it from being disclosed would be reprehensible.

Line 58 adds the following: "It is the policy of the city not to duplicate public records in alternative formats not used by the city." If duplicating public records in alternative formats facilitates the disclosure of those records to the requester, so be it. Doing so is consistent with Whereas clause #1 and should not unduly burden competent city personnel.

Line 61 adds the following: "Exceptions to subsections B and C may be authorized in the sole discretion of the city manager. Any such exception shall: 1) be requested in writing by the person desiring access; 2) be responded to in writing signed by the city manager and directed to the city clerk and person requesting *documents* stating the reasons for allowing or denying an exception." First of all, not all records constitute documents. Furthermore, this provision allows the city manager to arbitrarily decide to whom exceptions should be granted and therefore violates the equal protection clauses of the Constitution. All public records requests should be disclosed in a format easily accessed by the requester. One must wonder why this duty is assigned solely to the city manager while other duties are assigned to the city clerk.

Line 72 adds the following: "City Clerk" includes any designee of the City Clerk." This is excessively vague. Could the city clerk designate her duties to the city manager and would the city manager then be required to fulfill them against her will? Could the city clerk designate her duties to non-employees of the city, part time employees, or volunteers?

Line 77 adds the following: "Involved in litigation" means a party to litigation or representing a party to litigation, including obtaining public records for the party." It would be irrelevant that a party is involved in litigation where the records sought have no relevance to that litigation. The city cannot discriminate against a requester of public records simply because they are involved in unrelated litigation.

Line 80 deletes the requirement that "Public Record" has the same meaning as in AS 40.25.220. AS 40.25.220(3) states that public records include "**books, papers, files, accounts, writings, including drafts and memorializations of conversations, and other items, that are developed or received by a public agency, or by a private contractor for a public agency.**" The City of Homer does not have the authority to eliminate what constitutes a public record per AS 40.25.220(3).

Lines 91-92 transfers the duty to **adopt** regulations from the city manager to the city clerk. HCC 2.84.050 states in relevant part as follows: "The City Manager shall **establish** regulations for the operation and implementation of this chapter and the Council shall review and **approve** such regulations."

Line 208 proposes to assign the duty of establishing regulations from the City Manager to the City Clerk. The duty to establish regulations has traditionally been assigned to the city manager so why is it now necessary to assign this duty to the already overburdened city clerk? (Note that the terms "City Manager," "City Clerk," and "City" are capitalized in most existing provisions of HCC but mostly not capitalized in proposed Ordinance 26-06).

Line 244 amends HCC 2.84.060 by deleting the following: "The manager or his designee shall, consistent with the orderly conduct of City business, make a good faith and reasonable effort to locate records that are adequately identified in the request. The City Manager will provide a reasonably prompt response to each request." There is no valid reason to delete the requirement that *whoever* responds to a public records request must make a good faith and reasonable effort to locate the records. This laudable requirement is proposed for deletion because it was violated in a recent public records request and the City Manager wants to retroactively change the law instead of admitting that she acted inappropriately. See 3HO-25-00357CI. HCC 1.18.010(a) states in relevant part as follows: "The proper functioning of democratic government requires ethical behavior by public officials. Ethics involves the commitment to take individual responsibility in creating a government that has the trust and respect of its citizens." HCC 1.18.030(h) states in relevant part as follows: "No City official or the City Manager shall use the implied authority of office or

position for the purposes of unduly influencing the decisions of others, or promoting a personal interest within the community."

Line 248 adds: "Nothing in this subsection shall prevent the City Clerk from consulting with the City Attorney and/or the City Manager prior to deciding the disposition of a request made under this chapter." It is unnecessary to add this text since nothing in this subsection even remotely suggests that attorney consultation is prohibited. This provision should be replaced with a provision that prohibits the City Attorney from surreptitiously ghost-writing determinations on behalf of the City Manager and/or the City Clerk.

R. 5.04 (Appeal to City Council) states: "A denial, in whole or in part, a deemed denial, or any adverse written determination by the City Manager in response to a written request for public records may be appealed by the requestor to the city council under Homer City Code Section 2.84.070." Lines 255-268 radically alter the current appeal procedures and force requesters of public records to appeal adverse determinations directly to the superior court and stipulates a 30-day time limit for doing so. This is designed to discourage appeals by making them prohibitively expensive thereby further thwarting the requester's effort to obtain public records from the city. The Supreme Court of Hawaii interpreted "denial of access [to records to be] synonymous with 'withholding access.'" *State of Hawaii Org. of Police Officers v. Soc'y of Prof'l Journalists - University of Hawaii Chapter*, 83 Haw.378, 392 386, 400 (1996). The court relied upon federal case law that had defined "withholding" to include not only denials, but any agency response that has the net effect significantly to impair the requester's ability to obtain the records or significantly to increase the time he [or she] must wait to obtain them. *Id.* (citing *McGehee v. CIA*, 897 F.2d 1095, 1110 (D.C. Cir.1983), vacated in part on other grounds, 711 F.2d 1076 (1983)). Thus, "[a]ccess is withheld and a person aggrieved thereby, not only by an agency's outright denial of access, but also, for example, by the agency's non-response, claim that the request was not specific enough to identify the records sought, **imposition of unauthorized or excessive fees as a condition of access, or claim that it does not have the records sought.** (Emphasis added). *Id.* at 400-01, 927 P.2d at 392-93.

At a minimum, the City of Homer should abide by the following provisions of the Alaska Administrative Code:

2 AAC 96.335(d)(1): "A denial of a written request, in whole or in part, must state that the requestor may administratively appeal the denial by complying with the procedures in 2 AAC 96.340."

2 AAC 96.340:

(a) "A requestor whose written request for a public record has been denied, in whole or in part, may ask for reconsideration of the denial by submitting a written request to the agency head."

(b) "An appeal under (a) of this section must be mailed or hand-delivered to the agency head **within 60 working days** after the denial is issued and must include the date of the denial. The appeal must also identify the records to which access was denied and which are the subject of the appeal. If an appeal is from the failure of the agency to the records request within the appropriate time limit under 2 AAC 96.325, then the appeal must so state, must identify the records sought, and must identify the public agency to which the request was directed and the date of the request."

(c) "**The 60 working days** within which an appeal must be filed begins to run upon the issuance of the denial or, if no denial is issued, upon the expiration of the time period within which the public agency should have responded."

2 AAC 96.345:

(a) "As soon as practicable, but not later than the 10th working day after the close of the record on appeal, the agency head shall issue a written determination stating which of the records that are the subject of the appeal will be disclosed and which records will not be disclosed. The written determination must comply with 2 AAC 96.350."

(b) "The agency head may extend the 10-working-day period for a period not to exceed 30 working days upon written request from the requestor, or by sending a written notice to the requestor within the basic 10-working-day period."

(c) “The agency head may delegate authority and duties under (a) and (b) of this section to a full-time employee of the public agency not involved in the denial and not subordinate to the employee responsible for the denial. The employee delegated this authority may not subdelegate to another employee.”

2 AAC 96.350: “A determination under 2 AAC 96.345 responding to an appeal must be in writing, must specify the specific statute, regulation, or court decision that is the basis for the denial, and must state briefly the reason for the denial. A denial under this section is the final agency decision. A denial must further state that, as provided by AS 40.25.124, the requestor may obtain judicial review of the denial by appealing to the superior court.”

Frank Griswold

<Attachment: Stewart Lilker’s 2023 Public Records Request>

APPEAL of PUBLIC RECORD REQUEST DENIAL

Today's Date: 2024-01-23
Date of Request: 2023-12-21
Date of Denial: 2024-01-08
Requestor's Name: Stewart Lilker
Name of Business: ColumbiaCountyObserver.com
To: Homer City Manager Rob Dumouchel

INTRODUCTION

On December 21, 2023, the publisher of the ColumbiaCountyObserver.com, Stewart Lilker ("Lilker") requested the following records from the City of Homer for Director of Public Works applicant Paul Dyal of Lake City, FL: City of Homer's offer of employment and Mr. Dyal's acceptance.

The Homer point of contact ("POC") for this request was Melissa Jacobsen. A series of emails beginning on December 21, 2023, and concluding in January 8, 2024, is attached as Exhibit A.

DISCUSSION

A simple, understandable, and uncomplicated public records request for non-exempt records was made on December 21, 2023. The City of Homer responded timely. However, the City stated that "HR and the City Clerk are out of the office until January 2." The request was for two documents, (1) the City of Homer's offer of employment to Paul Dyal, and (2) the acceptance of the offer by Mr. Dyal. Additionally, Lilker asked the following, "In the meantime if someone could just send along an e-mail with those dates, that would be great."

Emails between the POC and Lilker never mentioned that Ms. Jacobsen was the designated public records access officer for the City of Homer. Lilker never received anything from the City Manager, as required by the code, regarding the request, including an explanation for the denial of the non-exempt public records or any explanation of the appeal process for a denial.

THE LAW

Alaska maintains one of the broadest public records laws in the country. The law is known as the Alaska Public Records Act (APRA). There are few exemptions prohibiting disclosure of public records. APRA applies to all state and local government agencies in the State of Alaska. The specific Alaska public record statute is Sec. 40.25.110.

Sec. 40.25.120, public records; exceptions, lists AK exemptions. Municipalities are not empowered to exempt records that are not on the list. Sec. 40.25.120, sub. sec. "(b) Every public officer having the custody of records not included in the exceptions shall permit the inspection, and give on demand and on payment of the fees under AS 40.25.110 — 40.25.115 a certified copy of the record, and the copy shall in all cases be evidence of the original."

Homer City Code, Chapter 2.84, Public Release of Record explains public records as it applies to Homer, AK.

Sec. 2.84.040, Records Exempted lists records exempted by the City Code and records which are not exempt.

Non-exempt records include the following:

2. The employment application of the director of each department of the City, as defined in HCC 2.32.010 and 2.32.030;
6. The dates of appointment and separation of a City employee (emphasis added);
7. The compensation rate authorized for a City official or employee, but the payroll records and compensation actually paid to an official or employee shall not be disclosed. (emphasis added)

Sec. 2.84.060, response to requests for public records, City Code requires, "a. All requests for records shall be approved or denied by the City Manager," and "b. If a request is denied or the requested records cannot be identified or promptly located with good faith and reasonable effort, a brief written explanation will be given. [Ord. 08-25(A-2) § 1, 2008. Code 1981 § 1.80.060]."

On information and belief, the City of Homer has the following regulation which enhances the APRA and the City Code:

"If the City Manager makes an adverse determination, in whole or in part, [to] a written public records request, the City Manager will provide a written response setting forth the adverse determination. It will include a description of the records requested, a description of the records that will not be provided, and the reasons for the adverse determination, including reference to provisions of law or

regulations, facts, and other information relied upon. The City Manager's written response will also include a notice that the requestor has a right to appeal to the city council."

WHEREAS, Lilker made a public record request, for non-exempt public records, on December 21, 2023, which was constructively and actually denied on January 8, 2024, and

Whereas, the City Manager is designated to rule on appeals of public record denials according to the Homer City Code and its Regulations, PR Requestor Lilker respectfully requests that the City Manager comply with the State and City laws, rules, and regulations and provide the requested non-exempt public records forthwith, respectfully noting that this is a matter of great public concern.

Respectfully,

s/s/Stewart Lilker

Stewart Lilker

Publisher/Editor

ColumbiaCountyObserver.com

Florida, USA

Exhibit A

Email chain of PRR 2023-12-21

At 01:02 PM 12/21/2023, StewLilker@columbiacountyobserver.com wrote:

Renee,

Thanks for the emails and thanks for trying.

We will see what happens.

PS> I hope Santee Clause is good to you.

"Sunlight is the best disinfectant" - Louis Brandeis, Sup Ct Justice

StewLilker

Pub/ed

[Columbia County Observer](http://ColumbiaCountyObserver.com)

Land: (386) 454-4500

Cell: (352) 215-4500 Talk - best number

Cell: (352) 538-1551 Text

Good government is everybody's business.

At 12:36 PM 12/21/2023, you wrote:

Stew,

HR and the City Clerk are out of the office until January 2nd.

I will try to endeavor to complete this additional request within the time frame you requested but that may not be possible.

I would like to additionally request that you complete the attached records request form so the Clerks Office can keep the paper trail/processes on the right track.

I appreciate your patience while we process your additional records request

Renee Krause, MMC
Deputy City Clerk II
ADA Coordinator

From: StewLilker@columbiacountyobserver.com

<StewLilker@columbiacountyobserver.com>

Sent: Thursday, December 21, 2023 5:32 AM

To: Renee Krause <RKrause@ci.homer.ak.us>; Zach Pettit

<zpettit@ci.homer.ak.us>

Cc: Lori Pond <lpond@ci.homer.ak.us>

Subject: Fwd: RE: City of Homer Public Records Request re Paul Dyal

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Hello Renee and Zach,

A little while ago I sent the email directly below to Melissa and received the following message;

records;
I hope to have this wrapped up before Christmas as well.

Take care, Melissa

From: StewLilker@columbiacountyobserver.com <
StewLilker@columbiacountyobserver.com>
Sent: Tuesday, December 19, 2023 12:36 PM
To: Melissa Jacobsen <MJacobsen@ci.homer.ak.us>
Cc: Lori Pond <lpond@ci.homer.ak.us>
Subject: RE: City of Homer Public Records Request re Paul Dyal

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especially from unknown senders.

Ms. Jacobsen,

Thank you for taking my call.

I am looking forward to receiving the snippet you mentioned and the records.

As I mentioned, I would really appreciate receiving them before everyone goes on Christmas break.

In any event, I hope you and all of Homer have a Merry Christmas.

Regards, Stew

"Sunlight is the best disinfectant" - Louis Brandeis, Sup Ct Justice
StewLilker

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Cell: (352) 538-1551 Text

Good government is everybody's business.

At 05:23 PM 12/18/2023, Melissa Jacobsen wrote:
Mr. Lilker,

I received a voice mail from you and want to let you know that your records request is being processed. You'll note on the form that we have 10 business days to complete the request, and I'll contact you when it's completed.

Thank you, Melissa

From: StewLilker@columbiacountyobserver.com <
StewLilker@columbiacountyobserver.com>
Sent: Tuesday, December 12, 2023 1:40 AM
To: Melissa Jacobsen <MJacobsen@ci.homer.ak.us>
Cc: Lori Pond <lpond@ci.homer.ak.us>
Subject: Re: City of Homer Public Records Request re Paul Dyal

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

Ms. Jacobsen,

I have attached the completed form and my original request as

requested.

Thank you for your prompt attention to this matter of great public concern.

Attached: Original public record request to Lori Pond.
Completed form as requested

Regards

"Sunlight is the best disinfectant" - Louis Brandeis, Sup Ct Justice
StewLilker

Pub/ed

Columbia County Observer

Land: (386) 454-4500

Cell: (352) 215-4500 Talk - best number

Cell: (352) 538-1551 Text

Good government is everybody's business.

--

At 07:55 PM 12/11/2023, Melissa Jacobsen wrote:
Mr. Lilker,

I understand youre interested in information regarding the hiring process for Paul Dyal.

Please complete and sign a City of Homer Public Records Request form and submit it to the City Clerks office for processing. Under description of records requested you can put see attached and include a copy of your email to Lori Pond.

Ive included a link and a pdf of the form for your convenience.

<https://www.cityofhomer-ak.gov/cityclerk/public-records-0>

Thank you, Melissa

Melissa Jacobsen, MMC
City Clerk/Deputy Director of Administration
City of Homer, Alaska
907-235-3130



City of Homer City Clerk's Office

PUBLIC RECORDS LAW DISCLOSURE: Most e-mails from or to this address will be available for public inspection under Alaska public records law.



**Ordinance 26-07, an Ordinance of the City Council of Homer, Alaska Adopting the revised
Port of Homer Terminal Tariff No. 1.**

Item Type: Backup Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: January 21, 2026
From: Amy Woodruff, City Clerk
Through: Melissa Jacobsen, City Manager

BACKGROUND:

Councilmembers requested additional detail on the public comments provided at the December Port and Harbor Advisory Commission meeting. The full draft minutes of the meeting are attached for your review.

ATTACHMENTS:

Draft minutes of the December 10, 2025 Port & Harbor Advisory Commission Meeting

CALL TO ORDER, 5:30 P.M.

Session 25-09, a Regular Meeting of the Port and Harbor Advisory Commission was called to order by Chair Casey Siekaniec at 5:30 p.m. on December 10, 2025, in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

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

ABSENT: ATWOOD

STAFF: PORT DIRECTOR HAWKINS, DEPUTY HARBORMASTER GLIDDEN

AGENDA APPROVAL

Chair Siekaniec requested a motion and second to approve the agenda as amended.

ROTH/BRADSHAW MOVED TO APPROVE THE AGENDA AS AMENDED.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENTS ON MATTERS ALREADY ON THE AGENDA

Mary Griswold, City Resident, spoke against extending the exemption from moorage fees for seine and work skiffs.

Richard Roth spoke about the seine skiff exemption, asking the Harbor to explore more alternatives or compromises.

Christopher Clucas spoke about the seine skiff exemption, recommending that there be a short time period where moorage is free in the spring.

Matthew Davidson provided feedback that it would be good to have a week free moorage for seine skiffs at the start and the end of the season.

Garrity Fabich spoke in favor of the work skiff exemption, recommending a week free at the start and end of the season.

Brooks Perot, spoke in favor of an exemption, saying that it is hard to fit in the harbor in the spring, and load up while crossing over four boats, and then paying for moorage on top of it would be hard.

Daniel Rowdy spoke in favor of an exemption, saying that it's an additional expense that he'd rather not have to pay.

Commissioner Pitzman joined the meeting at 5:40 p.m.

RECONSIDERATION

APPROVAL OF MINUTES

A. Unapproved Minutes November 12th, 2025

ROTH/VELSKO MOVED TO APPROVE THE MINUTES.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

VISITORS / PRESENTATIONS

STAFF & COUNCIL REPORT / COMMITTEE REPORTS

A. Port & Harbor Staff Report - December 2025

Commissioner Siekaniec introduced the topic and deferred to Port Director Hawkins.

Port Director Hawkins noted that the large vessel haul out has been very busy, although several vessels noted in the report hauled out at another location. He advocated for shore power, lighting, and cameras in that area to improve the haul out's functionality. He shared notes from travel to the Pacific Marine Expo and described some of the economic development that happens there. He then deferred to Deputy Harbormaster Glidden to discuss the dive program.

Deputy Harbormaster Glidden described the team of 3 divers and support staff who are geared up to do relatively simple infrastructure maintenance including installation of supplementary flotation and inspection and repair of the harbor's fresh waterlines. Fittings and connections wear out and can cause costly leaks. The dive program allows staff to address problems as soon as they are discovered instead of waiting for a diver to become available. They also plan to begin an inspection program to identify fittings that need replacement before they fail.

When asked whether the dive team could be used to replace zincs for cathodic protection of the harbor, Deputy Harbormaster Glidden said that the dive team isn't tooled up to work with heavy zincs or at the kind of depths that project would require. Commissioners discussed support for a compensation incentive that recognizes the additional effort expended by the staff members who are a part of the dive program. It was clarified that this team is not for hire to the public, and does not refloat sunken vessels or dig line out of props.

Port Director Hawkins shared an update on the Harbor Expansion, which has been on pause waiting for the results of the geotechnical work. Results are expected before Christmas, then the Corps will go forward with design. There is not a timeline for when the team will get to a Tentatively Selected Plan.

Port Director Hawkins described the status of the System 4 float replacement project, noting that a contract will be awarded in January by City Council.

PUBLIC HEARING

PENDING BUSINESS

NEW BUSINESS

A. Memorandum from Port Director Regarding Tariff Rule 28.03 Work Skiff Exemption

Chair Siekaniec introduced the item by reading of title.

Discussion topics included:

- Off-season work is really important to Homer’s economy, and seiners spend a lot of money in Homer because of the complexity of their systems.
- There are over 100 small businesses parked at Northern Enterprises that are seiners, and the exemption helps keep those people doing business in Homer.
- Kodiak has a work skiff exemption, and it is a shorter season.
- The exemption has existed since the 1970s, and it would be good to find a compromise because this will affect the new and young small businesses
- The bill of sale from when the City purchased the harbor from the State includes language regarding the public purpose of the harbor. “on conveyance of the state’s interest, the municipality shall operate and maintain the harbor facilities for the benefit of the public on a fair and equitable basis.” Providing an exemption to moorage could be challenged on those grounds.
- Confusion as to why this is being revisited now, as it was thought to be a settled matter after the last year’s edits.
- Carve-outs for special groups is not a good way to manage the harbor, and this probably should never have been an exemption. No one wants to pay more for moorage, but this is not how the harbor moves forward.

Port Director Hawkins clarified that he wanted to have a discussion of these matters on the record prior to the expiration of the work skiff exemption at the end of the year. Discussion ensued as to whether a motion is necessary to support the expiration of the exemption or whether it is only necessary to have a motion to extend the exemption.

ROTH MOVED THAT THE CITY EXTEND THE SEINE SKIFF EXEMPTION FOR ANOTHER YEAR

The motion failed for the lack of a second.

INFORMATIONAL MATERIALS

A. December 2025 Port Operations Report

Chair Siekaniec introduced the item by reading of title and deferred to the Port Director. He noted that the Ice Plant is shut down for winter maintenance, and that the new staff at the ice plant will

be doing training. Outgoing Port Maintenance Supervisor Del Masterhan will be with the crew through the start-up period in mid-March.

B. November City Managers Report to Council

COMMENTS OF THE AUDIENCE

No members of the public wished to speak.

COMMENTS OF THE CITY STAFF

Port Director Hawkins thanked the commissioners for a good discussion on the work skiff exemption. The Admin Supervisor position has closed and there are good candidates to evaluate. There is a plan to fill the Port Maintenance position from within the ranks of the Port staff. He recommended a new marine weather app provided by the Marine Exchange of Alaska.

COMMENTS OF THE COMMISSION

Student representative Shavelson said that the discussion about the work skiffs was interesting.

Commissioner Velsko noted that nobody wants to pay more for moorage, but it's a matter of equity with respect to the time it takes to manage those vessels. There's no one user group that needs to be taken care of differently than other user groups. It's a pricy harbor, we don't have subsidies, and we all have to pay for it, and pay our fair share. It's the right thing to do.

Commissioner Bradshaw said that his vessels have some of the weather monitoring devices on them, it should be neat to have that weather data from all over the state. The in-house diving is a smart move, and keeping it in house saves money. He noted that the work skiff exemption is challenging, that he has friends who fish commercially and 7 work skiffs as a part of his own business. Special gifts towards certain groups will hinder the future of the harbor. He works in one demographic but also needs to consider other demographics as well. He feels that the commission made the right choice, and he thanked the members of the public for coming out and giving their opinions.

Commissioner Roth thanked Deputy City Clerk Lynn for his work, and Deputy Harbormaster Glidden for providing information on the dive program. He said he is excited about the dive program, and thanked everyone for coming in to provide public comment. He wished that there would be more public comment on a consistent basis.

Commissioner Friend said that he felt there was a good discussion, and that it went the right way. He appreciated taking the fishermen into consideration, and acknowledged that they contribute a tremendous amount to our economy. However, many different user types have small boats and not all are exempted. Our harbor is too crowded, and until an expansion can take place, every space must be considered valuable space to be occupied and paid for. It's the only way to be able to expand the harbor and be fair to all users. He also thanked the public for coming out to share their comments.

Commissioner Pitzman noted that he joined the meeting originally as a member of the public, so he did hear the public comments that were shared prior to him joining as a panelist. He stated that public comments on both sides of an issue are helpful, and that he likes to hear different perspectives. He thanked the harbor staff for their quick response to his vessel the Tempest which took on water when a partially frozen valve turned out to be open and the vessel took on water.

ADJOURNMENT

There being no further business to come before the Commission, Chair Siekaniec adjourned the meeting at 6:30 p.m. Next Regular Meeting is **Wednesday, January 28, at 5:30 p.m.** All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

Amy Woodruff, City Clerk

Approved: _____



MEMORANDUM

Ordinance 26-07, Adopting the Revised Port of Homer Alaska Terminal Tariff No.1

Item Type: Action Memorandum
Prepared For: City Council
Date: December 29, 2025
From: Bryan Hawkins, Port Director
Through: Melissa Jacobsen, City Manager

HCC 10.04.140 says “An annual review shall be required of all port and harbor rates. Such annual review shall be part of preparation of the port, and charges and harbor fiscal operating budgets.”

Port staff reviewed the Tariff in full and provided the proposed changes to the Port & Harbor Advisory Commission at the September 24, October 22, and December 10, 2025 meetings. Discussion of the changes included a comparison of moorage rates across different harbors in Alaska. At the October meeting, the Commission passed a motion to Council recommending that Council adopt the proposed changes to the tariff. At the December meeting, a motion to extend the work skiff exemption for another year failed.

Section	Proposed Change	Reasoning
3.2 Definitions	Add Definition of Ownership Control	Clarifies what vessels can be assigned to a reserved stall
5.05 Vessel Insurance Requirements	Change minimum insurance amount for commercial vessels from \$1,000,000 to 500,000	This requirement is more accessible to vessel owners in certain industries.
12 Vehicle Parking	Adjust list of permits to remove special weekly and monthly permits for vehicles over 20'	This policy is difficult to enforce and does not result in meaningful additional revenue to the facility. Vehicles of any size can now purchase weekly and monthly permits at a standard rate. Annual permits can only be purchased by vehicles of 20' or less.

<p>29 Reserve Stall Assignments in Homer Harbor</p>	<p>Add Definition of Ownership Control</p> <p>Add language regarding sale or assignment of reserved moorage, change written notice to 30 days</p>	<p>Clarifies what vessels can be assigned to a reserved stall</p> <p>Align with updated language on Moorage Permit</p>
<p>32 Small Boat Harbor Electricity</p>	<p>Update language regarding Winter Power Program to remove connect/disconnect fee</p> <p>Update System 5 electrical service to remove daily flat rate</p>	<p>Align with current billing practice</p> <p>Align with current billing practice</p>
<p>Appendix A Fee Schedule</p>	<p>Increase Cold Storage rates to 500/month per locker</p> <p>Increase Land Storage rates</p> <p>Refine definition of Dry Moorage</p> <p>Add rate for Empty Drum disposal</p>	<p>Demand is increasing and these rates have not been changed in a long time</p> <p>Rates have not been updated in over a decade, proposed increase is equal to the increase in the Consumer Price Index (CPI) since the last rate increase.</p> <p>Clearly lay out the boundaries of this new Port & Harbor policy.</p> <p>Cost for disposal of empty drums can be quite high, it is our expectation that boat owners pick up drums after we dispose of the oil</p> <p>CPI increase only – 10-year</p>

	Update Commodity rate for moorage	annual rate increase of 3.2% ended this year.
Throughout Tariff (<i>Not yet reflected in draft ordinance</i>)	Change “Moorage Agreement” to “Moorage Permit”	Reflects change requested by City Attorney in reviewing the Moorage Permit

RECOMMENDATION:

Adopt proposed changes to the Port of Homer Tariff

ATTACHMENTS:

Excerpt from the draft minutes of the October 22, 2025 Port & Harbor Advisory Commission Meeting

Excerpt from the draft minutes of the December 10, 2025 Port & Harbor Advisory Commission Meeting

CALL TO ORDER, 5:30 P.M.

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

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

ABSENT: COMMISSIONER FRIEND (excused)

CONSULTING: PORT DIRECTOR HAWKINS

STAFF: PORT ADMINISTRATIVE SUPERVISOR WOODRUFF, DEPUTY CITY CLERK LYNN

AGENDA APPROVAL

Chair Siekaniec requested a motion and second to approve the agenda.

ROTH/PITZMAN MOVED TO APPROVE THE AGENDA AS AMENDED.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

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

RECONSIDERATION

APPROVAL OF MINUTES

5.B. Unapproved September 24, 2025 PHC Minutes

BRADSHAW/PITZMAN MOVED TO APPROVE THE MINUTES.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

VISITORS/PRESENTATIONS

STAFF & COUNCIL REPORT/COMMITTEE REPORTS

1.A. Port & Harbor FY26 YTD

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

- Staff presented a comparison of harbor mortgage rates across Alaska, showing Homer's daily rate of \$1.90 per foot is higher than other harbors, and shared a proposed rate table for 2026 with a CPI increase. The discussion covered the completion of a geotechnical investigation for the Harbor Expansion, and an invitation to bid process for cold storage units at the ice plant closing on the 30th. The conversation ended with an announcement that the Harbormasters office will no longer be open on Saturdays starting next summer, with staff seeking feedback on minimizing customer impact. The Commission discussed staffing on Saturdays, with the Staff Liaison confirming it's typically one admin, and William expressed support for a phone tree system if it connects to a real person. The group reviewed the council meeting schedule, noting a potential conflict with the EDC meeting on November 12th, and agreed to discuss rescheduling at the end of the meeting. Updates were provided on several special projects, including the selection of a contractor for the ICE metering system installation and positive developments regarding the System 4 float replacement, with engineers from RESPEC completing fieldwork and awaiting their report.

PUBLIC HEARING(S)

PENDING BUSINESS

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

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

Chair Siekaniec Request the clerk to Perform a Roll Call Vote

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

NO: ROTH

NEW BUSINESS

2026 Commission Meeting Schedule

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

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

INFORMATIONAL MATERIALS

September 2025 Port Operations Report

Q2 Statistics for the Homer Harbor

September City Managers Report to council

COMMENTS OF THE AUDIENCE (3 minute time limit)

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

COMMENTS OF THE CITY STAFF

- Port Director Hawkins clarifies that the rate increases in the harbor are simply inflation .

COMMENTS OF THE MAYOR/COUNCILMEMBER

COMMENTS OF THE COMMISSION

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

Commissioner Pitzman appreciates Commissioner Roth bringing up questions and debating.

ADJOURNMENT

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

Scott Lynn, Deputy City Clerk I

Approved:_____

**CITY OF HOMER
HOMER, ALASKA**

City Manager/Port Director

ORDINANCE 26-07

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
ADOPTING THE REVISED PORT OF HOMER ALASKA TERMINAL
TARIFF NO.1

WHEREAS, The Port and Harbor Terminal Tariff No. 1 is reviewed and updated annually as required by HCC 10.04.140; and

WHEREAS, Staff has completed its annual review and submitted edits, changes, and additions for review; and

WHEREAS, The proposed changes were reviewed by JDOLaw, the city’s contracted law firm; and

WHEREAS, The Port and Harbor Advisory Commission also reviewed the revised tariff at their September 2025 meeting and made a motion recommending that the council approve the changes to Port and Harbor Tariff No. 1; and

WHEREAS, The revised Tariff No. 1 accurately represents the Homer Harbor’s current and planned operational and fiscal policies.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. Port of Homer Alaska Terminal Tariff No. 1, is hereby amended to read as follows:

Under Rule 3 – ABBREVIATIONS AND DEFINITIONS

3.2 DEFINITIONS

- a. BARREL – For the purposes of this Tariff, quantity measure for a barrel shall be 42 gallons per barrel of bulk petroleum products corrected to 60 F. net or 376 lbs. per barrel of bulk cement.
- b. BEAM – For the purpose of this Tariff, “beam” means greatest width of the vessel, including booms, spars, gins, or any affixed extensions.

- 42 c. BOARD MEASURE – A board foot is equal to a piece of wood 12 inches long x
43 12 inches wide and 1 inch thick, or 144 cubic inches. Board measure shall be
44 calculated as per 1,000 feet of lumber, rough or processed.
45
- 46 d. CARGO – Merchandise or goods accepted for transportation, including
47 commodities that are transported in commercial enterprise, either domestic
48 or international trade, by a common carrier.
49
- 50 e. CURRENCY – all rates shall be in United States Dollars (\$USD).
51
- 52 f. DEMURRAGE – A fee assessed to cargo stored or remaining on site after it has
53 been discharged or beyond free period by a vessel which is applied to cargo
54 not covered under ground leases.
55
- 56 g. DERELICT – For the purpose of this Tariff, and to the extent consistent with
57 State of Alaska law, “derelict” means any vessel moored or otherwise located
58 within the boundaries of the Port of Homer Terminal facilities including all
59 City owned tidelands and uplands which is forsaken, abandoned, deserted or
60 cast away, or which by appearance gives perception of being in an unsound
61 or unseaworthy condition as determined by Port Director.
62
63
- 64 h. DOCKAGE – The term dockage refers to the charge assessed against a vessel
65 for berthing at the facility or for mooring to a vessel so berthed.
66
- 67 i. DOCKS – The Homer City docks include the Deep Water Dock, the Pioneer
68 Dock and the Fish Dock.
69
- 70 j. FLOAT; FLOAT SYSTEM – Those portions of the Homer small boat harbor that
71 rise and fall with the tide including the stalls, transient moorings, pilings,
72 ramps, gangways, ladders, and utility connections.
73
- 74 k. FREE TIME – The specific period during which cargo may occupy space
75 assigned to it on terminal property free of wharfage, demurrage or terminal
76 storage charges immediately prior to the movement of such cargo on or off
77 the vessel.
78
- 79 l. LIGHTERING FEE- A fee charged to a ship using small boats to transport
80 passengers from the ship into the harbor and or from the harbor to the ship.
81

- 82 m. PORT DIRECTOR – The senior manager, or his/her representative/designee,
83 as designated by the City of Homer, to manage the marine terminal Port and
84 Harbor facilities under the control of the City of Homer.
85
- 86 n. PORT OF HOMER/HOMER HARBOR – For the purpose of this Tariff, “Port of
87 Homer” and “Homer Harbor” shall mean all salt water or tide water lying
88 within the boundaries of the City, including that area known as the Small Boat
89 Harbor.
90
- 91 o. LENGTH – For the purpose of this Tariff, “length” means the longest overall
92 length (LOA) as measured from the furthestmost forward position including
93 booms, spars, gins or any fixed extensions, to the further most after portion
94 of the vessel including the booms, spars, gins or any fixed extensions.
95
- 96 p. MEASUREMENT TON/TONNAGE (US) – The measurement of one (1) ton of
97 water is 32.1 cubic feet (CFT). The value one (1) ton shall be 2,000 pounds
98 (LBS) of weight.
99
- 100
- 101 q. OPERATOR – For the purpose of this Tariff, “operator” means any lessee of a
102 vessel, and Master or Captain who has actual physical use, control and/or
103 possession of a vessel and who is in the employ of, or who has a contractual
104 relationship with the owner.
105
- 106 r. OWNER – For the purpose of this Tariff, “owner” means the individual, LLC, or
107 legal partnership or corporation holding legal title to the vessel and the
108 individual, LLC, legal partnership or corporation representing or holding his,
109 her, or itself out to be the owner of the vessel when there is a dispute
110 regarding title.
- 111 s. **OWNERSHIP CONTROL - Ownership of the majority of the business**
112 **including Corporate Stock if a corporation or the majority of**
113 **Membership Interest if an LLC, and control over the management**
114 **and day to day operations of the business and an interest in the**
115 **capital assets, and profits and losses of the business proportionate**
116 **to the percentage of ownership.**
117
- 118 t. PASSENGER WHARFAGE FEE (Non Regulated) – A Non-regulated passenger
119 wharfage fee shall be defined as a fee charged for a passenger embarking,
120 disembarking or landing aboard a passenger vessel for hire at the Port of
121 Homer.

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- u. PASSENGER WHARFAGE FEE (Regulated) – A regulated passenger wharfage fee shall be defined as a fee charged for a passenger embarking, disembarking, disembarking or landing aboard a passenger vessel for hire that is subject to Coast Guard CFR 33 104 regulations and located at the Port of Homer.
- v. POINT OF REST STAGING AREA – “Point of Rest Staging Area” is defined as that area on the Terminal facility which is assigned for the receipt of inbound cargo from the vessel and which inbound cargo may be delivered to the consignee, and that area which is assigned for the receipt of outbound cargo from shippers for vessel loading.
- w. PORT OF HOMER – The Port of Homer or Port shall mean all marine facilities including controlled berths and associated waterways, as well as associated facilities under the control of the City of Homer, Alaska.
- x. REGISTRATION – “Registration” means completing a moorage or use agreement with all necessary information concerning the vessel and vessel owner.
- y. RESERVED MOORING – “Reserved Mooring” means having a specific assigned stall the use of which, after payment of reserved mooring fees, takes precedence over the use of the stall by any other vessel.
- z. RESERVED STALL PERMITTEE – “Reserved stall permittee” is an individual or corporation that has entered into an annual priority use agreement for a city assigned stall, to be used to moor one vessel that meets the length and beam requirement of the assigned stall and is owned by the permittee.
- aa. SMALL BOAT HARBOR – “Small Boat Harbor” means that area of water protected by breakwaters constructed by the Federal government and the Harbor basin created within, including docks, floats, berths, tidal grids and other mooring facilities owned and operated by the City.
- bb. STALL – Berthing location within the float system of the Homer Small Boat Harbor. A stall does not include the float or finger of the float; only the mooring space between or adjacent to it.
- cc. TERMINAL FACILITIES – Include the Deep Water Dock and the Pioneer (Ferry) Dock, Fish dock and small boat harbor, commercial barge ramps, recreational load and launch ramp, wood and steel tidal grids, wharves,

163 piers, bulkheads, sea walls, associated equipment, offices, warehouses,
164 storage space, roads, paved areas, uplands, beaches and shorelines under
165 the management, ownership and control of the City of Homer, Port and
166 Harbor including the tidelands within the boundaries of the City of
167 Homer.

168
169 dd. TRANSIENT – “Transient” means any vessel using the mooring space
170 on a temporary basis or which does not have a specific reserved mooring space.

171 ee. VESSEL – Whenever reference is made to a “vessel” in the Tariff, the
172 term shall mean any boat, motor boat, ship, aircraft when waterborne,
173 boathouse, floats, scows, rafts, pile drivers, or any floating structure or object
174 used for recreational, commercial or any other purpose upon waterways.

175
176 ff. WATERWAY – “Waterway” means any water, waterway, lake, river,
177 tributary or lagoon within the boundaries of the City.

178 gg. WHARFAGE, INBOUND OR OUTBOUND- All wharfage is calculated in
179 short Tons U/S/ (1 ton=2000 pounds). A charge assessed against all cargo and
180 other materials such as fuel, stores or equipment, passing or conveyed over,
181 onto, or under piers or between vessels (to or from barge, lighter, or water)
182 when berthed in a pier or when moored in a slip adjacent to the pier. Wharfage
183 is solely the charge for use of pier for the purpose of moving cargo or materials
184 and does not include charges for any other service such as dockage or
185 demurrage.

186
187 Under Rule 5 – LIABILITY, INDEMNITY, INSURANCE

188
189 5.05 **VESSEL INSURANCE REQUIREMENTS** All vessel owners using the City of Homer’s
190 Terminal Facilities are required to carry liability insurance and add the City as a ~~certificate holder~~
191 **additional insured**. Transient moorage users who do not provide proof of liability insurance will
192 only be permitted to purchase moorage at the daily rate. Reserved moorage users who do not
193 provide proof of liability insurance will not be permitted to renew their stall permit. Commercial
194 boats-defined as vessels that are operated as part of a business, including but not limited to
195 commercial fishing, charter fishing, vessel-for-hire, freight, tow, and construction are required to
196 carry at a minimum ~~\$1,000,000~~ **500,000** of liability insurance, and to add the City of Homer as an
197 additional insured with waiver of subrogation. Human-powered vessels are exempt from these
198 insurance requirements.

199
200 Under RULE 12 – VEHICLE PARKING

201 **TYPES OF PERMITS**

- 202 a. Seasonal permits for day use parking
203 b. Monthly permits for day use parking

- 204
- 205 c. Long Term parking annual permit for vessel owners paying annual moorage
- 206 in the Homer Harbor
- 207 d. Long Term parking annual permit (January 1st through December 31st), **only**
- 208 **for vehicles 20' or less**
- 209 e. Long Term Monthly parking permit ~~for vehicles less than 20'~~ (for 30
- 210 consecutive days).
- 211 ~~f. Long Term Monthly parking permit for non-commercial vehicles over 20'~~
- 212 g. Long Term Weekly parking permit ~~for vehicles less than 20'~~ (for 7 consecutive
- 213 days)
- 214 ~~h. Long Term Weekly parking permit for non-commercial vehicles over 20' (for 7~~
- 215 ~~consecutive days)~~

216 Under RULE 29 – RESERVE STALL ASSIGNMENTS IN HOMER PORT AND HARBOR

217 29.01 PREFERENTIAL USE, NOT EXCLUSIVE USE – A Reserve stall assignment provides the reserved

218 stall permittee the preferential use of the stall. To maximize the public's use/benefit of existing facilities

219 the Port Director has the authority to temporarily (hot berth) vessels to reserved stalls issued to another

220 vessel when that vessel is out of the Harbor.

221

222 No person or entity shall sell, lease, transfer or assign a moorage agreement for the use or control of

223 the stall to any other person or entity, or otherwise charge another person for the use of a stall. The City

224 has the sole control of the assignment, transfer and use of the municipally owned vessel moorage slips

225 at the Port of Homer. Upon issuance of a reserved stall in the Homer harbor the reserved stall permittee

226 shall have one moorage year to occupy with a vessel they can document that they own or lease. In the

227 case that a reserved stall permittee loses possession of their vessel for whatever reason, they shall have

228 one moorage year to replace the vessel in their reserved stall with a vessel of appropriate size that they

229 can prove they own or lease.

230 Except as provided in 29.04 it is the policy of the Port of Homer to prohibit the transfer of a reserved

231 moorage slip or space assignment if the assignee no longer has ownership control of the vessel

232 occupying the slip or space.

233

234 **Ownership Control is ownership of the majority of the business including Corporate Stock if a**

235 **corporation or the majority of Membership Interests if an LLC, and control over the management**

236 **and day to day operations of the business and an interest in the capital assets, and profits and**

237 **losses of the business proportionate to the percentage of ownership.**

238

239 29.02. CHANGE BOAT IN RESERVE STALL Reserve stall assignments are made by the City to a specific

240 combination of vessel and vessel owner and are not assignable by the vessel owner. A Reserved stall

241 permittee may exchange another vessel of qualifying/appropriate size that they own or lease in their

242 reserved stall with permission of the Port Director and upon payment of the Change Boat fee contained

243 in Appendix A Fee Schedule In order to change or exchange the named vessel to a reserved stall the

244 reserved stall permittee must complete a new Moorage Agreement and submit proof of ownership (bill

245 of sale, title, USCG Documentation, and or state of Alaska DMV registration in the reserved stall
246 permittee's name. A reserved stall permittee may occupy their assigned stall with a leased vessel
247 provided that the ownership, Current USCG Documentation, or State of Alaska DMV registration, and or
248 title are provided to the Port Director along with a legal lease document for the new vessel.

249
250 29.03. SALE OR ASSIGNMENT OF MOORAGE CONTRACT- **A reserved stall permittee shall not**
251 **allow any individual group, or entity to use the reserved stall in exchange for money, goods,**
252 **services, or any other benefit.** If it is determined that the reserve stall permittee has violated the
253 terms of the reserve stall moorage agreement contract, the Port Director shall revoke the moorage
254 agreement after ~~10~~ **30** days' written notice to the reserved stall permittee.

255
256 Under RULE 32 – SMALL BOAT HARBOR ELECTRICITY

257 32.02. TRANSIENT VESSEL WINTER POWER

258 a. Transient Vessel Winter Power ~~Subject to availability,~~ transient vessel may buy electrical power on a
259 metered basis from October 15 to April 15. ~~There will be a connect/disconnect fee.~~

260 b. Metered transient vessels will be charged a meter availability fee per month.

261 c. There will be an electrical usage charge per kilowatt as determined by the Local public utility. d. Current
262 transient vessel winter power rates and fees can be found in Appendix A Fee Schedule

263 32.03. TRANSIENT VESSEL SUMMER POWER – Transient vessels shall be charged rates as listed in Appendix
264 A Fee Schedule. ~~(where metered power is unavailable)~~ from April 16 to October 14. The provided service
265 is 110 volt, 220 volt, 208 volt 1 phase, 208 volt 3 phase & 480 volt 3 phase.

266 a. Actual Consumption Charge-If a transient vessel consumes more electricity than would be covered by
267 these flat rates, then such transient vessel shall be charged for the actual consumption.

268 b. Vessels requiring conversion plugs may purchase them from at the Port Director's office for a nominal
269 fee.

270 32.04. SYSTEM 5 ELECTRICAL SERVICE – 208 volt/3 phase & 480 volt electrical power is available at System
271 5 on a first come-first serve basis, for which the vessel will be charged the following rates:

272 a. There will be an electrical usage charge per kilowatt hour as determined by the Local public utility.

273 b. Vessels will be charged a meter availability fee

274 ~~c. Vessels plugged in less than seven (7) consecutive days will be charged the daily rate.~~

275

276 Under APPENDIX A- FEE SCHEDULE

277 APPENDIX A- FEE SCHEDULE

278

279 The Port Director has authority to protect rates against inflation, raising them by a
280 calculated percentage using the Consumer Price Index –Urban Alaska/Anchorage table, at
281 the Port Director's discretion and with City Council's approval.

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283

284

PORT & HARBOR FEES

Effective ~~1/1/2025~~ **2/1/2026**

Please add 7.85% sales tax to fees unless otherwise noted

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FISH DOCK

Note: Vessels left unattended at Fish Dock or obstructing access will be charged \$150.00 per hour

- Fish Dock use permit: \$5.00 per issuance
- Special Terminal use permit: \$200 per issuance
- Annual Crane Card: \$52.00 w/signed Authorization Agreement
- Crane Card Replacement: \$5.00 per card replaced
- Cranes: 0 - 15 minutes \$22.66 Crane Capacity:

16 - 30 minutes	\$45.32	2½ ton	#1, #3, #4, #5, #6, #8
31 - 45 minutes	\$67.98	5 ton	#2, #7
46 - 60 minutes	\$90.64		
- Ice: \$ 130.90 Per Ton
After hours call out for Ice delivery = \$250.00 fee per call out
- Seafood Wharfage: \$4.76 per ton of seafood/fish product across the dock, regardless of species
- Ice/Non Fish Wharfage: \$14.50/ton, Includes ice not purchased from City & transferred Freight NOS over Fish Dock
- Community Fish Grinder: \$5 per tub (approx. 100lbs), \$30 per tote (approx. 1,000lbs); **initial** processing plant connection fee to outfall line \$7,000 (can be in 5 annual installments plus 7.5% interest); Annual outfall connection maintenance fee \$2,400.
- Cold Storage:
 - Lockers #1 – 8 (8' x 10') ~~\$334.75~~ **500.00** per month
 - Locker #9 (10' x 22') ~~\$920.90~~ **1375.00** per month

HARBOR

- Harbor Labor: \$200.00 per hour, plus equipment and direct costs (towing) ~~\$100.00~~/half hour minimum
- Pumps: \$40.79/day for electric pump
\$69.97/hour for gas pump, minimum charge of one hour. Includes attendant time
- Tow: skiff with operator 1 hour \$365.00
- Load & Launch Ramp: (Fees are inclusive of sales tax)
 - \$25 per day - (\$13.00 launch fee plus a \$12 parking impact levy for a total of \$25)
 - \$250 per season (April 1 – Oct. 15) - (\$130.00 launch fee plus \$120 parking impact levy= \$250)
 - \$25.00 per hour for unattended vessel/blocking ramps
 - \$100 penalty for commercial loading @ L&L ramp during peak hours between 6am-6pm
- Insufficient Funds: \$50 insufficient funds check fee

GRIDS

Required: moorage agreement, grid utilization form, schedule

- Wood: Max. 59 feet
0-59 feet \$2.10/ft/tide

- 326 • Steel: Max. 200 displacement tons - vessels 60 ft. to 120 ft
- 327 60-80 feet \$5.10/ft/tide 101-120 feet \$7.64/ft/tide
- 328 81-100 feet \$6.50/ft/tide 121-140 feet \$8.48/ft/tide

329

330 STALL WAIT LIST Stalls are offered once a year, mid-October

- 331 • Stall Wait List: \$30.00 per year per listing; prorated fee to the May Stall Wait List due date
- 332 • Stall Swap Request: \$100 per request

333

334 ELECTRICITY Billing cycle is the 16th to the 15th of each month; Kilowatt cost determined by public
335 utility. **A transient vessel connected to power April 16 - October 15 will be charged the daily rate. If a**
336 **transient vessel consumes more electricity than would be covered by these flat rates, then such transient**
337 **vessel shall be charged for the actual consumption. Charges for kilowatts may be adjusted without advance**
338 **notice.**

339

- 340 • Daily/Flat Rate:
- 341 110v \$10.20/calendar day (monthly rate after 15 days)
- 342 208v/single phase \$20.12/calendar day (monthly rate after 17 days)
- 343 208v/3 phase \$45.20/calendar day (monthly rate after 7 days)
- 344 • Monthly Rate:
- 345 110v \$152.67
- 346 208v/single phase \$341.70
- 347 208v/3 phase & 480v \$28.80 + electrical usage charge per kilowatt
- 348 • Metered Reserved Stalls: \$23.95/month + electrical usage charge per kilowatt

349 Vacancy notification waiver available

- 350 • Winter Power Rates: ~~\$28.80 connect/disconnect fee + \$28.80/month + electrical usage~~
351 ~~charge per kW. Available October 16 – April 15 with signed application~~

352 ~~Note: A transient vessel connected to power April 16 – October 15 will be charged the daily rate. If a transient vessel~~
353 ~~consumes more electricity than would be covered by these flat rates, then such transient vessel shall be charged~~
354 ~~for the actual consumption. Charges for kilowatts may be adjusted without advance notice.~~

355 PORT

- 356 • Barge Ramp/Beach Use:
- 357 01' - 36' = \$1.50 per ft based on length overall of vessel + 1 ton wharfage (\$5.14)
- 358 37' - 49' = \$1.50 per ft based on length overall of vessel + 2 tons wharfage (\$10.28)
- 359 50'± = \$1.50 per ft based on length overall of vessel (+ wharfage as reported)
- 360 Annual Pass (Jan 1-Dec 31) for vessels ≤ 36' = (landing + 1 ton wharfage) x 10
- 361 Annual Pass (Jan 1-Dec 31) for vessels 37' to 49' = (landing + 2 tons wharfage) x 10
- 362 Penalty for going dry on barge ramp/causing restricted access- \$150 per tide cycle

- 363 • Dockage:

364 Note: These charges are applicable to all berthing locations on the Deep Water Dock and Pioneer Dock

365

366 - \$ 963.06 Cruise Ship Service Charge

- 367 - \$52.00 Dockage Service Charge
- 368 - Lightering Fee \$1,500, plus \$6.00 per passenger
- 369 - Passenger wharfage fee (non-regulated) \$0.00 per passenger
- 370 - Passenger wharfage fee (regulated) \$0.00 per passenger
- 371 -Gangway Rental- \$100 per day
- 372 -Camel Fender Rental \$50 per day
- 373

0' to 100'	\$392.00	451' to 475'	\$1,861.00	651' to 675'	\$4,544.00
101' to 200'	\$587.00	476' to 500'	\$2,044.00	676' to 700'	\$5,127.00
201' to 300'	\$914.00	501' to 525'	\$2,315.00	701' to 725'	\$5,938.00
301' to 350'	\$1,166.00	526' to 550'	\$2,499.00	726' to 750'	\$6,795.00
351' to 375'	\$1,274.00	551' to 575'	\$2,707.00	751' to 775'	\$7,707.00
376' to 400'	\$1,399.00	576' to 600'	\$2,995.00	776' to 800'	\$8,652.00
401' to 425'	\$1,551.00	601' to 625'	\$3,430.00		
426' to 450'	\$1,728.00	626' to 650'	\$3,994.00		

374 *(lightering fees and passenger wharfage fees shall be calculated by full passenger manifest regardless of*
 375 *how many passengers disembark)*

- 376 • Storage: Open areas, fishing gear ~~\$.12~~ **\$.16** per square foot/month
- 377 Open areas, non-fishing gear ~~\$.17~~ **\$.24** square foot/month
- 378 Fenced storage yard ~~\$0.22~~ **\$.29**/sq ft/month
- 379 Deck Shelter Storage- prearranged ~~\$35~~ **\$75**/per month
- 380 Demurrage - \$.09 per sq ft per day

381 • Haul- Out Facility

- 382 Upland Dry Dockage for vessel w/annual moorage= \$.17 per sq ft/month
- 383 Upland Dry Dockage for vessel w/transient moorage = \$.20 per sq ft/month
- 384 Upland Dry Dockage for vessel w/ no moorage= \$.25 per sq ft/month
- 385 Dry Moorage - \$0 w/ current annual moorage paid *(only available for large*
 386 *vessels with annual moorage, priority shall be given to Upland Dry Dockage*
 387 *needs over Dry moorage)*

388 **Dry moorage is available to vessels with current annual moorage**
 389 **payments and approved Marine Repair Facility (MRF) haul-out plans. Dry**
 390 **moorage allows for a vessel's annual moorage payment to include its MRF**
 391 **storage fees during times of idle lay-up or inactivity. Once any work**
 392 **(interior or exterior) commences aboard a vessel in dry moorage, dry**
 393 **dockage rates will apply. The availability of dry moorage is subject to**
 394 **yard space availability in the MRF. Vessels with active work and**

395 **approved haul-out plans will be prioritized over vessels seeking dry**
 396 **moorage in the MRF. All dry moorage is contingent upon the approval of**
 397 **the Port Director.**

398
 399 Dry Dockage admin fee \$50
 400 Haul Out facility Vendor Fee \$150
 401

- 402 • Water: \$38.81 per 1,000 gal. – minimum 5,000 gals
- 403 Scheduled delivery – \$102.00 connect/disconnect
- 404 Unscheduled delivery – \$139.32 connect/disconnect

- 405
- 406 • Wharfage:
- 407 \$5.14/ton wharfage on N.O.S. Freight (Not Otherwise Specified) for the Barge Ramp & Beach
- 408 \$7.96/ton wharfage on N.O.S. Freight for the Deep Water Dock & Pioneer Dock
- 409 *Except as otherwise specifically provided, rates are in U.S. dollars (USD) per short ton of 2000*
- 410 *lbs. or per 32 cubic foot. Short ton =0.907185 metric tons (mt)*

COMMODITY	WHARFAGE RATE (\$USD)
Aggregate (Gravel, stone, minerals)	\$1.00 per short ton/\$1.10 per mt
Agricultural Products (Grains, corn, legumes, etc.)	\$3.50 per short ton/\$3.86 per mt
Containerized Cargo	\$8.00 per short ton/\$8.82 per mt
Freight N.O.S. (Pioneer/Deep Water Docks) 1 ≥100 Short tons	\$7.96 per short ton/\$8.77 per mt
Freight N.O.S. (Pioneer/Deep Water Docks) 101 ≥ 1,000 Short Tons	\$6.00 per short ton/\$6.61 per mt
Freight N.O.S. (Pioneer/Deep Water Docks) 1,001 ≥ 10,000 Short Tons 10,000 + Short Tons	\$5.00 per short ton/\$5.51 per mt \$4.50 per short ton/\$4.96 per mt
Freight N.O.S. (Barge Ramp and Beach)	\$5.14 per short ton/ \$5.67 per mt
Freight N.O.S. (Fish Dock) ICE Fish Dock	\$14.50 per short ton/ 15.98 per mt \$14.50 per short ton/ 15.98 per mt
Hazardous materials, as established by Dept of Transportation materials commodity List. At location designated for loading, unloading or staging by USCG permit	\$8.00 per ton /Min. 1 ton
Livestock (horses, mules, cattle, hogs, sheep, goats, fowl)	\$10.12 per head
Petroleum	\$1.26 per barrel/ \$0.03 per gallon
Poles, Logs, cant or cut	\$3.95 per thousand board feet
Seafood/Fish Products (regardless of species) (all docks)	\$4.76 per short ton/\$5.24 per mt

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- Disposal
 - Oil \$50/drum, **Does not include empty drum**
 - Used Antifreeze \$8.00/gallon
 - Oily Water/Bilge Slop \$5.00 /gal delivered in drums
 - Empty Drum** **\$200.00**

PARKING

- Fee pay day use parking:
 - Day Use Fee Parking \$10 per calendar day
 - Seasonal permits for day use parking \$150
 - Monthly permits for day use parking \$100.
- Long term parking:
 - Annual parking permit <20ft \$150
 - Monthly parking permit \$70
 - Weekly parking permit \$25
 - Trailer parking (no boat) \$7 per linear ft./month
 - Parking Citation \$25 per citation
 - Failure to pay citation \$25 for each month past due

* Parking permits refer **apply** to vehicles unless otherwise specified as “trailer”. Citations specific to long term parking overstay shall be limited to \$250 per calendar year, with \$150 of the fine credited toward an annual permit if applicable

MOORAGE

Note: Mooring charges commence when a vessel is made fast to a wharf, pier, harbor float or other facility. A vessel moored between 12:01 a.m. and 10:00 a.m. shall be charged a full day’s moorage.

- Reserved: ~~[70.77~~**72.40**+ (LOA x \$.05)] x LOA, plus a \$50.00 administrative fee. (\$.05/ft caps at 86’)
- Annual Transient: ~~[70.77~~**72.40**+ (LOA x \$.05)] x LOA, plus a \$50.00 administrative fee. (\$.05/ft caps at 86’)
- Semi-Annual Transient: ~~[47.42~~**48.51**+ (LOA x \$.05)] x LOA, plus \$33.50 administrative fee (\$.05/ft caps at 86’)
- Monthly Transient: ~~[12.03~~**12.31**+ (LOA x \$.05)] x LOA, plus \$8.50 administrative fee (\$.05/ft caps at 86’)

*Vessels that properly register and prepay moorage may deduct \$0.50/foot/month

- Daily: ~~[2.12~~**2.17**+ (LOA x \$05)] x LOA, plus \$1.50 administrative fee (\$.05/ft caps at 86’)

*Vessels that properly register and prepay moorage may deduct \$5.00/day

Section 2. This Ordinance is of a permanent and general character.

Section 3. This ordinance is effective February 1, 2026.

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ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this ____ day of _____, 2026.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

AMY WOODRUFF, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:

Amy Woodruff

From: mary griswold <mgrt@xyz.net>
Sent: Friday, January 9, 2026 11:22 AM
To: Amy Woodruff
Subject: Ord 26-07 Terminal Tariff 1 public comment

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

(Please include in the supplemental packet for the 01.12.2026 CC meeting)

Ordinance 26-07 Homer Terminal Tariff 1

I write this to dissuade you from considering an amendment to the tariff to extend the work skiff exemption from moorage fees.

The Port and Harbor Commission approved sending the tariff in its current configuration to the City Council on October 22, 2025.

City Council consideration was delayed because the P&H Commission was asked to specifically discuss the work skiff exemption. The commission discussed this item as New Business A. Memorandum from Port Director Regarding Tariff Rule 28.03 Work Skiff Exemption, at its December 10, 2025 meeting. Following discussion, a motion to extend the work skiff exemption failed due to lack of a second.

Port Director Bryan Hawkins disclosed during discussion that Item #5 in the 1999 bill of sale of the harbor from the state to the city requires the city to maintain and operate the harbor facilities for public purposes on a fair and equitable basis.

Our moorage fees are based on a per foot of vessel length taking up space in the harbor water. Extending a special interest carveout for moorage fees is not fair or equitable.

All vessels moored in the harbor should pay their fair share to help meet the high cost of maintaining the harbor float system. The harbor enterprise is funded by its users. It is not supported by sales tax or other general fund revenue.

The December Harbor operations report states there are around 370 vessels in the harbor now. There are 920 reserved stalls in the harbor and 6000 feet of transient mooring according to the Port Department website. It is obvious that most boats, whether commercial fishing boats, charter boats or recreational boats are out of the water in the winter. Yet the harbor infrastructure must be maintained year around to be available when it is most needed in the summer months.

Vessel owners who lease stalls pay for those stalls year around whether their boats are in the harbor or not. Vessels that use the harbor for shorter stays pay for that use on a prorated basis. There are many recreational boats shorter than some seine skiffs that pay short-term or annual moorage fees.

Allowing the seine skiffs exemption from payment shifts costs to other harbor users. The seine skiff exemption fails to meet the fairness and equity standards expected from our tariff system.

Please do not consider amending the tariff to extend an unfair special interest exemption.



City of Homer

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Office of the City Manager

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(f) 907-235-3148

Memorandum

TO: Mayor Lord and Homer City Council
FROM: Melissa Jacobsen, City Manager
DATE: January 21, 2026
SUBJECT: City Manager's Report for January 26, 2026 Council Meeting

Speed Monitoring Devices

In researching costs for more advanced speed monitoring devices that have the capacity to capture license plate information staff were unable to secure quotes without setting up accounts through our law enforcement department. In doing some online research for basic information, I found that costs vary based on whether device is used for access control, parking, or law enforcement. Professional high-speed systems range from \$15,000 to \$60,000 for full installation with additional ongoing costs for software, support, and cloud storage fees. We spent approximately \$35,000 on our newest speed monitoring devices, and that included one radar speed cart and two additional radar signs, batteries, solar panels, and other necessary parts and pieces. In addition, there is annual software and support costs of \$1500 per device, totaling \$4500. Our newer speed monitoring devices have the capability of taking a photo when a vehicle is traveling approximately 10mph over the speed limit. Occasionally the camera snaps the picture after they pass by. The devices also collect traffic data on vehicle counts and vehicle speed, and whether a vehicle slows down when the radar sign flashes over the speed limit. I've attached the traffic data for the last year for the two cameras on West Fairview, one capturing east bound traffic and the other capturing west bound traffic, and the one on Kachemak Way capturing north bound traffic. The West Fairview reports reflect a 1.2% violator rate for the east bound annual traffic count of 55,943 vehicles and 0.4% for west bound traffic annual count of 49,752. Kachemak Way north bound is higher at a 5.2% violator rate and a 27,568 annual traffic count, roughly half the annual count West Fairview eastbound is reporting. My feeling is that investing in more expensive camera systems isn't necessary at this time given these percentages. Unless there is objection from Council I'm planning to ask staff to move the West Fairview west bound camera over to Ben Walters so we can start collecting data along that road.

Police Chief Hiring Update

The Police Chief recruitment is progressing well. After the application period closed we had four highly qualified applicants for the position. We followed up with supplemental questions, and all four provided their written responses. The purpose of the supplemental questions is to have the applicants expand on specific skills, provide more context beyond their resume and application, and get some insight into their motivation, interests, and values. After reading the applicants responses, I've scheduled interviews with two applicants. First interviews are scheduled with an interview panel for this Friday, January 23rd. After the interviews are done the panel will discuss the interviews and give me their feedback, then I will make my decision on scheduling second interviews with me directly. Chief Robl has served his team and the City extremely well during his tenure and it is vital to find the right person to fill this important role for the City.

Strategic Planning

I've attached a copy of the Council's projects and initiatives list to get it back on your radar as we roll into the new year. There is a work session planned for March 26th and in planning for that, City Clerk Woodruff is developing a form that will allow Councilmembers to easily drag and drop the project/initiative into their preferred ranking prior to the work session. I'll be working with departments to compile a list of current projects that are underway and estimate completion, take input on Council's current list, and hear what additional projects or initiatives they have in mind for this year and forward into the next mid-biennial budget process.

Homer City Code Chapter Title 4. Elections

At the last meeting, City Clerk Woodruff provided information about options for the City of Homer's election date, following the passage of a Kenai Peninsula Borough voter initiative to move the KPB election date to match the State and Federal election day in November. One item she addressed was the cost of leasing election equipment if the City chooses to retain the October election date. To follow up on that she confirmed the cost for the purchase of units is in the range of \$20,000 for two units compared to 8,000 a year for rental of units, not including annual programming costs. Ms. Woodruff is working on Title 4 updates, and the goal is to have an ordinance to Council at the February 9th regular meeting. The ordinance will address the City election date and proposed language for calculating percentages for candidates to be elected.

The New City Grader Has Arrived!

At the end of 2024 Council approved the City to lease a new Model 160-15AWD grader under a government contract. It took some time to work through the paperwork and for the supplier to get the machine outfitted to meet the City's needs, and it has been delivered to Public Works! From a road maintenance and rolling stock perspective the City's graders are used for winter maintenance and snow plowing city roads around and within our subdivisions. Reliable equipment is necessary for the operators to complete their routes safely, timely and efficiently.



Multi-Use Community Recreation Center

City Council has established that a new Multi-Use Community Recreation Center is a top priority for the City. They have designated approximately \$1.3 million for the project and have established a non-endowed field of interest fund through the Homer Foundation where the community can make donations towards the project. I reported several months ago on my visit to the grand opening of the Soldotna Field House and have sat down with my notes to draw up the following list of potential next steps the City Council might consider for Homer.

- Complete conceptual plan for recreation complex
- Complete Feasibility Study
- Approve Master Plan with construction cost cap
- Update Capital Improvement Plan
- Appropriate funds for design phase

- Development advisory team(s) form
- Appropriate additional match funds
- ITB/RFP for project and award design contract for project
- Bond proposition for constructing Multi-Purpose Community Rec Center to voters
- Establish Parks & Recreation Department
- Site prep and bring in water/sewer, electricity, gas, etc.
- Seek grants for support funding i.e. flooring, additional construction costs, etc.
- ITB for construction and award contracts

I propose that staff and I work with the Council champions to prioritize these steps and be prepared with a draft timeline for Council to consider at their March 24th strategic planning work session.

City Manager Meetings and Events:

January 7th – Homer Chamber of Commerce Annual Meeting

January 13th – Conversations with a Councilmember

January 15th – Microsoft 365 Pilot Team Meeting

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

Attachments:

2025 Traffic Summaries for West Fairview and Kachemak Way



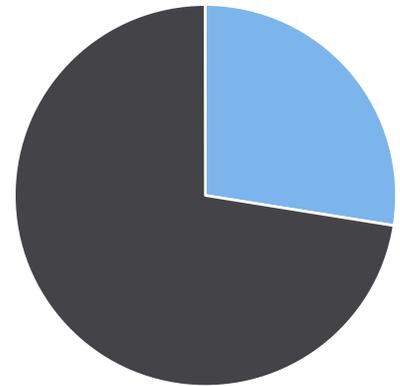
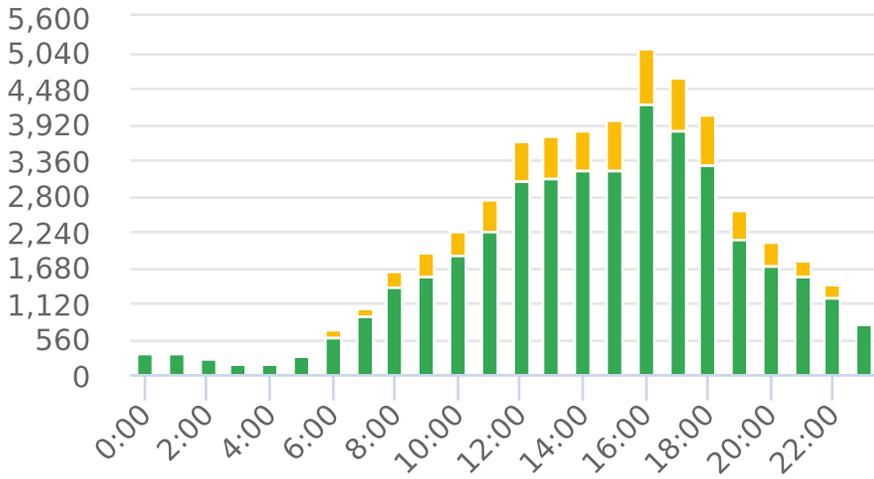
Start: 2025-01-01
 End: 2025-12-05
 Times: 0:00:00-23:59:59

Violation Threshold: Speed Limit + 10
 Speed Range: 1 to 150

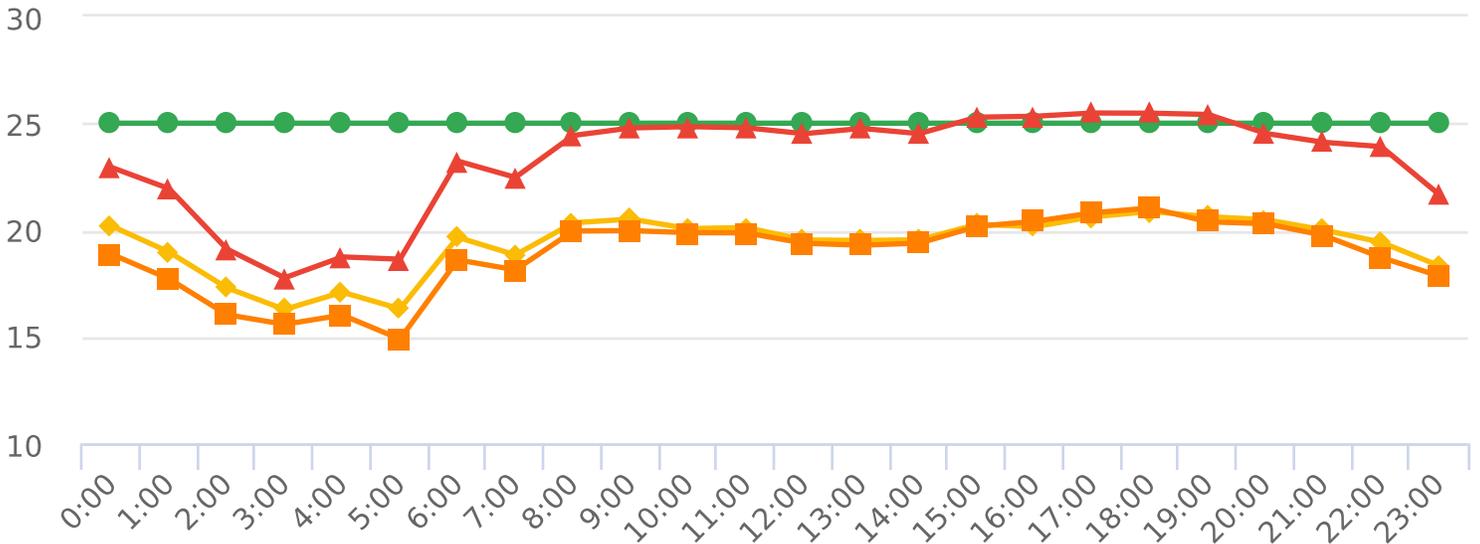
Overall Summary

Total Days of Data: 199
 Speed Limit: 25
 Average Speed: 20.01
 50th Percentile Speed: 19.83
 85th Percentile Speed: 24.64
 Pace Speed Range: 15-25

Minimum Speed: 10
 Maximum Speed: 60
 Display Mode: Daily Schedule, Speed
 Average Volume per Day: 250.0
 Total Volume: 49752



● Violators ● Inside Threshold ● Compliant ● Vehicles Slowed
 ● Other



● Speed Limit ● Average Speed ● 50% Speed ● 85% Speed



Extended Speed Summary

629 W Fairview Ave.- West Bound, WB

Start: 2025-01-01

End: 2025-12-05

Times: 0:00:00-23:59:59

Violation Threshold: Speed Limit + 10

Speed Range: 1 to 150

Time	Sign Mode	Speed Limit	Total # Vehicles	Total # Violator	% Violator	Avg # Vehicles	Avg # Violators	Min Speed	Max Speed	Avg Speed	50% Speed	85% Speed	Sign Effectiveness
0:00	Daily Schedule, Speed Display	25	394	9	2.3%	2.1	0.0	10	56	20.2	18.9	22.9	27.1%
1:00	Speed Display, Daily Schedule	25	374	13	3.5%	2.0	0.1	10	60	19.0	17.7	21.9	31.6%
2:00	Daily Schedule, Speed Display	25	299	5	1.7%	1.6	0.0	10	59	17.3	16.0	19.1	24.7%
3:00	Speed Display, Daily Schedule	25	208	4	1.9%	1.1	0.0	10	56	16.3	15.6	17.8	22.6%
4:00	Daily Schedule, Speed Display	25	170	0	0.0%	0.9	0.0	10	33	17.1	16.0	18.7	28.2%
5:00	Speed Display, Daily Schedule	25	284	1	0.4%	1.5	0.0	10	37	16.3	14.9	18.6	39.1%
6:00	Daily Schedule, Speed Display	25	690	0	0.0%	3.7	0.0	10	32	19.7	18.6	23.2	31.0%
7:00	Speed Display, Daily Schedule	25	1023	3	0.3%	5.5	0.0	10	38	18.8	18.1	22.5	27.4%
8:00	Daily Schedule, Speed Display	25	1619	6	0.4%	8.7	0.0	10	40	20.3	19.9	24.4	29.9%
9:00	Speed Display, Daily Schedule	25	1916	18	0.9%	10.2	0.1	10	45	20.5	20.0	24.8	25.8%
10:00	Daily Schedule, Speed Display	25	2264	12	0.5%	11.6	0.1	10	39	20.1	19.9	24.8	26.7%
11:00	Speed Display, Daily Schedule	25	2746	11	0.4%	14.1	0.1	10	41	20.1	19.9	24.8	24.8%
12:00	Daily Schedule, Speed Display	25	3655	13	0.4%	18.6	0.1	10	40	19.5	19.4	24.5	26.0%
13:00	Speed Display, Daily Schedule	25	3722	6	0.2%	19.0	0.0	10	47	19.5	19.3	24.8	27.5%
14:00	Daily Schedule, Speed Display	25	3826	9	0.2%	19.4	0.0	10	44	19.5	19.4	24.5	26.0%



Extended Speed Summary

629 W Fairview Ave.- West Bound, WB

Start: 2025-01-01

End: 2025-12-05

Times: 0:00:00-23:59:59

Violation Threshold: Speed Limit + 10

Speed Range: 1 to 150

Time	Sign Mode	Speed Limit	Total # Vehicles	Total # Violator	% Violator	Avg # Vehicles	Avg # Violators	Min Speed	Max Speed	Avg Speed	50% Speed	85% Speed	Sign Effectiveness
15:00	Speed Display, Daily Schedule	25	3977	11	0.3%	20.3	0.1	10	41	20.3	20.2	25.3	26.1%
16:00	Daily Schedule, Speed Display	25	5106	14	0.3%	26.3	0.1	10	39	20.2	20.4	25.3	28.2%
17:00	Speed Display, Daily Schedule	25	4677	11	0.2%	24.2	0.1	10	57	20.6	20.8	25.5	28.7%
18:00	Daily Schedule, Speed Display	25	4072	14	0.3%	21.1	0.1	10	46	20.9	21.0	25.5	26.9%
19:00	Speed Display, Daily Schedule	25	2594	14	0.5%	13.4	0.1	10	45	20.6	20.4	25.4	25.5%
20:00	Daily Schedule, Speed Display	25	2069	9	0.4%	10.8	0.0	10	40	20.5	20.3	24.5	26.8%
21:00	Speed Display, Daily Schedule	25	1790	11	0.6%	9.4	0.1	10	50	20.0	19.7	24.1	27.7%
22:00	Daily Schedule, Speed Display	25	1426	7	0.5%	7.5	0.0	10	38	19.4	18.7	23.9	37.8%
23:00	Speed Display, Daily Schedule	25	851	4	0.5%	4.5	0.0	10	44	18.3	17.8	21.7	35.5%
Total Volumes/ Avg			49752	205	0.4%	257.7	1.1	10	60	19.4	18.9	23.3	28.4%
Total/Avg w/o Feedback			0	0	0	0.0	0.0	n/a	n/a	n/a	n/a	n/a	n/a
Total/Avg w/ Feedback			49752	205	0.4%	257.7	1.1	10	60	19.4	18.9	23.3	28.4%



Extended Speed Summary

733 W Fairview (East bound), EB

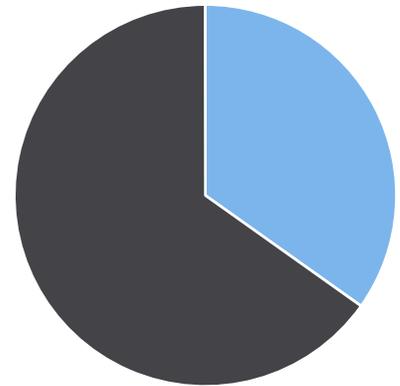
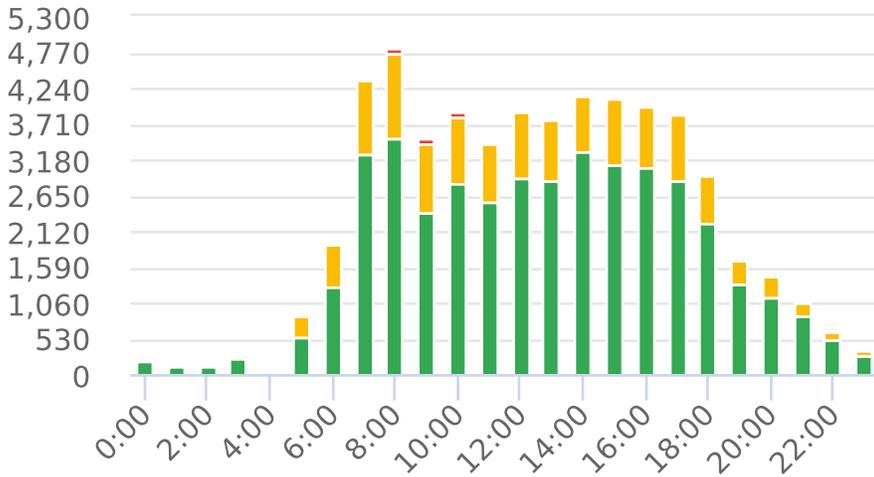
Start: 2025-01-01
 End: 2025-12-05
 Times: 0:00:00-23:59:59

Violation Threshold: Speed Limit + 10
 Speed Range: 1 to 150

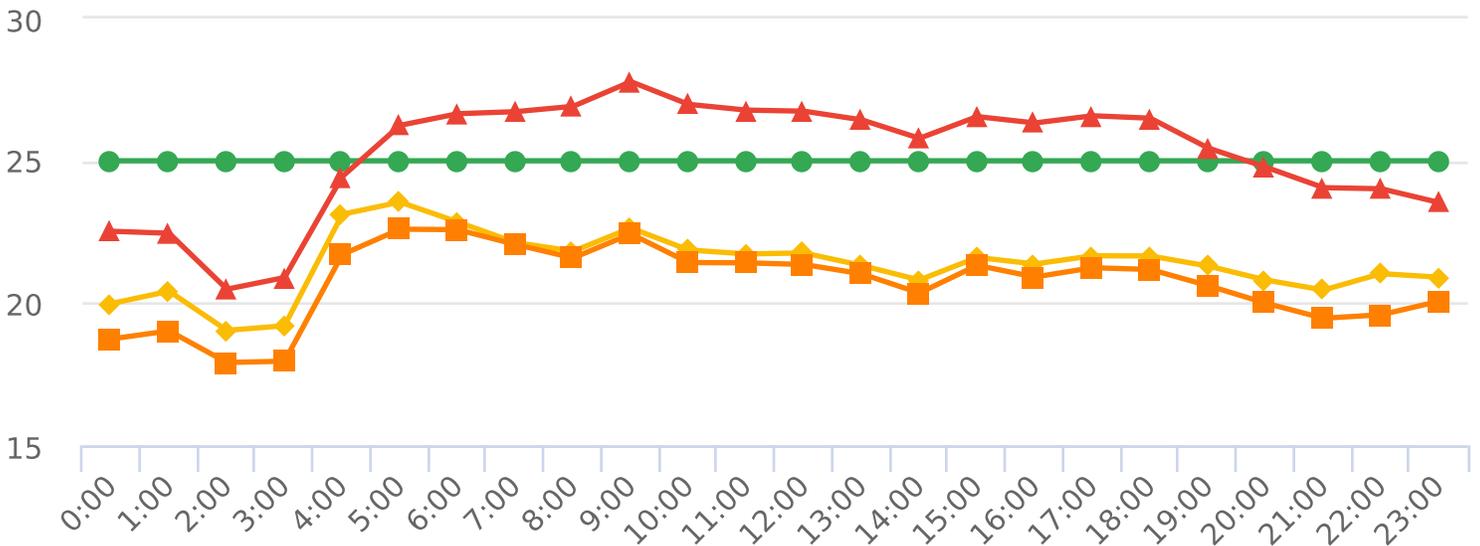
Overall Summary

Total Days of Data: 262
 Speed Limit: 25
 Average Speed: 21.66
 50th Percentile Speed: 21.25
 85th Percentile Speed: 26.4
 Pace Speed Range: 17-27

Minimum Speed: 10
 Maximum Speed: 82
 Display Mode: Daily Schedule, Speed
 Average Volume per Day: 213.5
 Total Volume: 55943



● Violators ● Inside Threshold ● Compliant ● Vehicles Slowed ● Other



● Speed Limit ● Average Speed ● 50% Speed ● 85% Speed



Extended Speed Summary

733 W Fairview (East bound), EB

Start: 2025-01-01

End: 2025-12-05

Times: 0:00:00-23:59:59

Violation Threshold: Speed Limit + 10

Speed Range: 1 to 150

Time	Sign Mode	Speed Limit	Total # Vehicles	Total # Violator	% Violator	Avg # Vehicles	Avg # Violators	Min Speed	Max Speed	Avg Speed	50% Speed	85% Speed	Sign Effectiveness
0:00	Daily Schedule, Speed Display	25	251	1	0.4%	1.0	0.0	10	36	20.0	18.7	22.5	38.7%
1:00	Speed Display, Daily Schedule	25	168	1	0.6%	0.7	0.0	10	36	20.4	19.0	22.5	37.5%
2:00	Daily Schedule, Speed Display	25	123	0	0.0%	0.5	0.0	10	31	19.0	17.9	20.5	28.4%
3:00	Speed Display, Daily Schedule	25	261	2	0.8%	1.0	0.0	10	37	19.2	18.0	20.9	21.4%
4:00	Daily Schedule, Speed Display	25	92	4	4.3%	0.4	0.0	10	44	23.1	21.7	24.4	22.9%
5:00	Speed Display, Daily Schedule	25	862	13	1.5%	3.4	0.1	10	42	23.5	22.6	26.2	37.7%
6:00	Daily Schedule, Speed Display	25	1941	19	1.0%	7.7	0.1	10	39	22.8	22.6	26.7	35.4%
7:00	Speed Display, Daily Schedule	25	4386	46	1.0%	17.5	0.2	10	48	22.1	22.1	26.7	42.5%
8:00	Daily Schedule, Speed Display	25	4811	54	1.1%	19.3	0.2	10	50	21.8	21.6	26.9	36.0%
9:00	Speed Display, Daily Schedule	25	3501	66	1.9%	13.9	0.3	10	46	22.6	22.4	27.8	33.9%
10:00	Daily Schedule, Speed Display	25	3899	77	2.0%	15.3	0.3	10	63	21.9	21.4	27.0	30.7%
11:00	Speed Display, Daily Schedule	25	3466	36	1.0%	13.5	0.1	10	46	21.7	21.4	26.8	33.2%
12:00	Daily Schedule, Speed Display	25	3945	52	1.3%	15.4	0.2	10	54	21.8	21.4	26.7	34.1%
13:00	Speed Display, Daily Schedule	25	3789	37	1.0%	14.7	0.1	10	71	21.3	21.0	26.4	32.5%
14:00	Daily Schedule, Speed Display	25	4165	43	1.0%	16.1	0.2	10	45	20.8	20.4	25.8	35.7%



Extended Speed Summary

733 W Fairview (East bound), EB

Start: 2025-01-01

End: 2025-12-05

Times: 0:00:00-23:59:59

Violation Threshold: Speed Limit + 10

Speed Range: 1 to 150

Time	Sign Mode	Speed Limit	Total # Vehicles	Total # Violator	% Violator	Avg # Vehicles	Avg # Violators	Min Speed	Max Speed	Avg Speed	50% Speed	85% Speed	Sign Effectiveness
15:00	Speed Display, Daily Schedule	25	4138	56	1.4%	16.0	0.2	10	56	21.6	21.3	26.6	36.1%
16:00	Speed Display, Daily Schedule, Speed Display	25	4006	57	1.4%	15.6	0.2	10	82	21.4	20.9	26.3	34.1%
17:00	Speed Display, Daily Schedule	25	3877	29	0.7%	15.1	0.1	10	76	21.7	21.2	26.6	34.2%
18:00	Speed Display, Daily Schedule, Speed Display	25	2999	42	1.4%	11.7	0.2	10	59	21.7	21.2	26.5	33.2%
19:00	Speed Display, Daily Schedule	25	1728	21	1.2%	6.7	0.1	10	51	21.3	20.6	25.4	34.3%
20:00	Speed Display, Daily Schedule, Speed Display	25	1463	14	1.0%	5.7	0.1	10	41	20.8	20.0	24.8	34.4%
21:00	Speed Display, Daily Schedule	25	1075	5	0.5%	4.2	0.0	10	43	20.5	19.5	24.1	36.7%
22:00	Speed Display, Daily Schedule, Speed Display	25	634	9	1.4%	2.5	0.0	10	45	21.0	19.6	24.0	31.4%
23:00	Speed Display, Daily Schedule	25	363	2	0.6%	1.4	0.0	10	41	20.9	20.1	23.5	39.1%
Total Volumes/ Avg			55943	686	1.2%	219.2	2.7	10	82	21.4	20.7	25.2	33.9%
Total/Avg w/o Feedback			0	0	0	0.0	0.0	n/a	n/a	n/a	n/a	n/a	n/a
Total/Avg w/ Feedback			55943	686	1.2%	219.2	2.7	10	82	21.4	20.7	25.2	33.9%



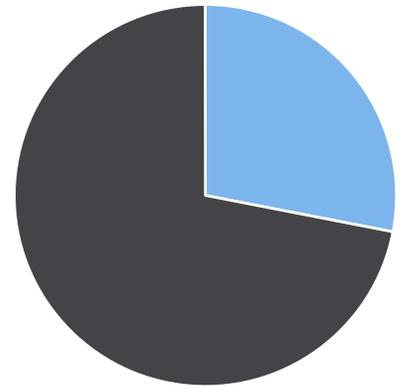
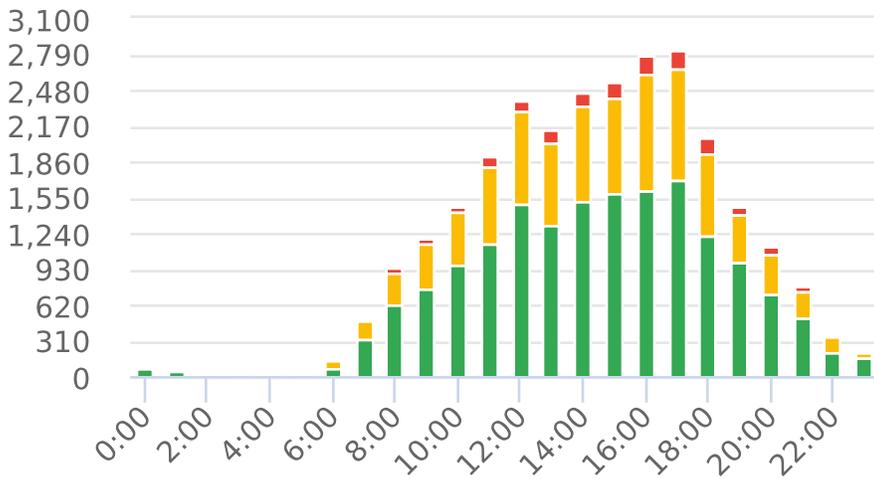
Start: 2025-01-01
 End: 2025-11-05
 Times: 0:00:00-23:59:59

Violation Threshold: Speed Limit + 10
 Speed Range: 1 to 150

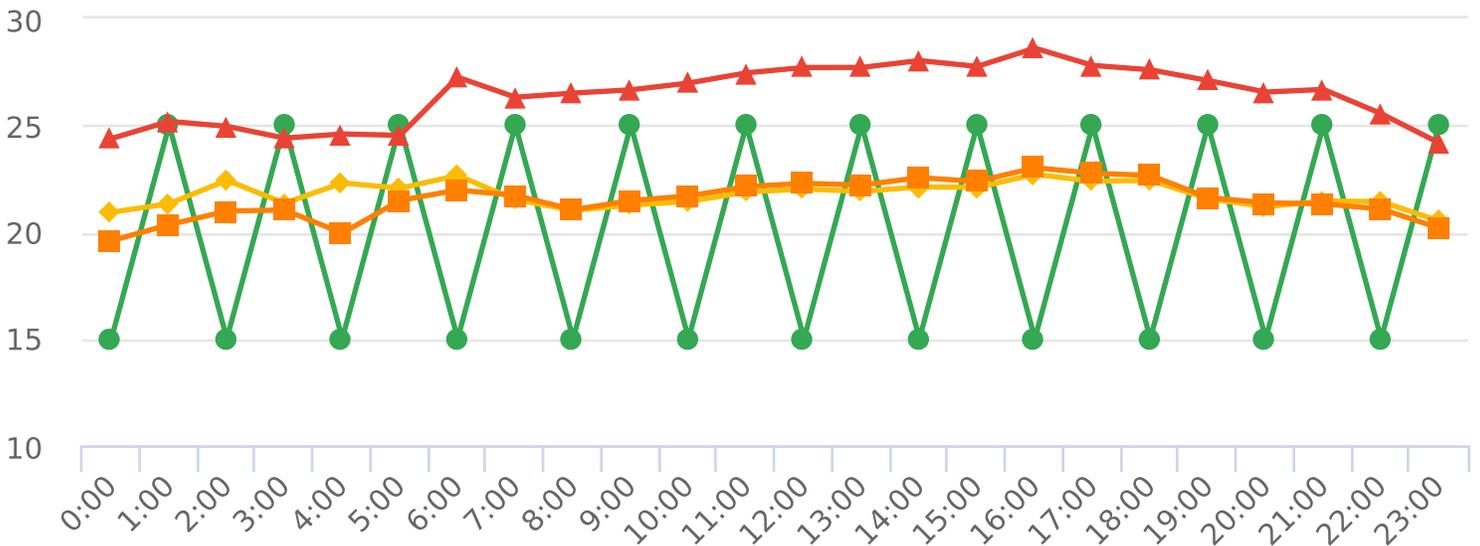
Overall Summary

Total Days of Data: 54
 Speed Limit: 15, 25
 Average Speed: 21.94
 50th Percentile Speed: 22.17
 85th Percentile Speed: 27.47
 Pace Speed Range: 18-28

Minimum Speed: 10
 Maximum Speed: 61
 Display Mode: Daily Schedule, Speed
 Average Volume per Day: 510.5
 Total Volume: 27568



● Violators ● Inside Threshold ● Compliant ● Vehicles Slowed
 ● Other



● Speed Limit ● Average Speed ● 50% Speed ● 85% Speed



Start: 2025-01-01

End: 2025-11-05

Times: 0:00:00-23:59:59

Violation Threshold: Speed Limit + 10

Speed Range: 1 to 150

Time	Sign Mode	Speed Limit	Total # Vehicles	Total # Violator	% Violator	Avg # Vehicles	Avg # Violators	Min Speed	Max Speed	Avg Speed	50% Speed	85% Speed	Sign Effectiveness
0:00	Daily Schedule, Speed Display, Speed Limit Sign	15, 25	99	4	4.0%	2.1	0.1	10	45	20.9	19.6	24.4	30.3%
1:00	Speed Display, Speed Limit Sign, Daily Schedule	25, 15	56	3	5.4%	1.2	0.1	10	37	21.3	20.3	25.2	14.3%
2:00	Daily Schedule, Speed Display, Speed Limit Sign	15, 25	38	2	5.3%	0.8	0.0	10	42	22.4	21.0	24.9	23.8%
3:00	Speed Display, Speed Limit Sign, Daily Schedule	25, 15	38	1	2.6%	0.8	0.0	11	34	21.3	21.0	24.4	26.1%
4:00	Daily Schedule, Speed Display, Speed Limit Sign	15, 25	17	0	0.0%	0.4	0.0	12	28	22.3	19.9	24.6	0.0%
5:00	Speed Display, Speed Limit Sign, Daily Schedule	25, 15	21	1	4.8%	0.5	0.0	10	33	22.0	21.5	24.5	9.5%
6:00	Daily Schedule, Speed Display, Speed Limit Sign	15, 25	149	14	9.4%	3.3	0.3	10	50	22.6	22.0	27.2	23.5%
7:00	Speed Display, Speed Limit Sign, Daily Schedule	25, 15	507	25	4.9%	11.3	0.6	10	40	21.5	21.7	26.3	22.5%
8:00	Daily Schedule, Speed Display, Speed Limit Sign	15, 25	942	42	4.5%	21.4	1.0	10	45	21.0	21.0	26.5	22.8%
9:00	Speed Display, Speed Limit Sign, Daily Schedule	25, 15	1192	41	3.4%	26.5	0.9	10	54	21.3	21.5	26.7	24.0%



Extended Speed Summary

Kachemak Way, NB

Start: 2025-01-01

End: 2025-11-05

Times: 0:00:00-23:59:59

Violation Threshold: Speed Limit + 10

Speed Range: 1 to 150

Time	Sign Mode	Speed Limit	Total # Vehicles	Total # Violator	% Violator	Avg # Vehicles	Avg # Violators	Min Speed	Max Speed	Avg Speed	50% Speed	85% Speed	Sign Effectiveness
10:00	Daily Schedule, Speed Display, Speed Limit Sign	15, 25	1469	52	3.5%	32.6	1.2	10	43	21.4	21.7	27.0	25.4%
11:00	Speed Display, Speed Limit Sign, Daily Schedule	25, 15	1909	103	5.4%	42.4	2.3	10	55	21.9	22.1	27.4	27.8%
12:00	Daily Schedule, Speed Display, Speed Limit Sign	15, 25	2388	103	4.3%	54.3	2.3	10	50	22.0	22.3	27.7	28.3%
13:00	Speed Display, Speed Limit Sign, Daily Schedule	25, 15	2128	100	4.7%	47.3	2.2	10	57	21.9	22.2	27.7	28.9%
14:00	Daily Schedule, Speed Display, Speed Limit Sign	15, 25	2446	111	4.5%	53.2	2.4	10	57	22.1	22.5	28.0	28.5%
15:00	Speed Display, Speed Limit Sign, Daily Schedule	25, 15	2549	145	5.7%	53.1	3.0	10	56	22.1	22.4	27.8	30.0%
16:00	Daily Schedule, Speed Display, Speed Limit Sign	15, 25	2780	170	6.1%	56.7	3.5	10	61	22.7	23.0	28.6	28.8%
17:00	Speed Display, Speed Limit Sign, Daily Schedule	25, 15	2831	162	5.7%	57.8	3.3	10	56	22.4	22.7	27.8	28.4%
18:00	Daily Schedule, Speed Display, Speed Limit Sign	15, 25	2061	139	6.7%	42.1	2.8	10	56	22.4	22.6	27.6	28.2%
19:00	Speed Display, Speed Limit Sign, Daily Schedule	25, 15	1481	87	5.9%	30.2	1.8	10	53	21.6	21.6	27.1	30.3%



Extended Speed Summary

Kachemak Way, NB

Start: 2025-01-01

End: 2025-11-05

Times: 0:00:00-23:59:59

Violation Threshold: Speed Limit + 10

Speed Range: 1 to 150

Time	Sign Mode	Speed Limit	Total # Vehicles	Total # Violator	% Violator	Avg # Vehicles	Avg # Violators	Min Speed	Max Speed	Avg Speed	50% Speed	85% Speed	Sign Effectiveness
20:00	Daily Schedule, Speed Display, Speed Limit Sign	15, 25	1119	55	4.9%	22.8	1.1	10	51	21.2	21.4	26.6	30.0%
21:00	Speed Display, Speed Limit Sign, Daily Schedule	25, 15	791	45	5.7%	16.1	0.9	10	57	21.4	21.3	26.7	30.8%
22:00	Daily Schedule, Speed Display, Speed Limit Sign	15, 25	350	16	4.6%	7.1	0.3	10	38	21.4	21.1	25.5	28.0%
23:00	Speed Display, Speed Limit Sign, Daily Schedule	25, 15	207	6	2.9%	4.2	0.1	10	38	20.5	20.2	24.2	29.4%
Total Volumes/ Avg			27568	1427	5.2%	588.2	30.2	10	61	21.7	21.5	26.4	25.0%
Total/Avg w/o Feedback			0	0	0	0.0	0.0	n/a	n/a	n/a	n/a	n/a	n/a
Total/Avg w/ Feedback			27568	1427	5.2%	588.2	30.2	10	61	21.7	21.5	26.4	25.0%

From: alerts@alltrafficsolutions.com
To: [Melissa Jacobsen](#)
Subject: High Speed Alert at 733 W Fairview (East bound)
Date: Tuesday, September 9, 2025 3:01:48 PM

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

A vehicle traveling 36 passed 733 W Fairview (East bound) at Tue, Sep 09, 2025, 02:59 PM. The speed limit at this location is 25 .

[Unsubscribe](#)





MEMORANDUM

A Brief Explanation of Conditional Use Permits for Planned Unit Developments in Homer City Code

Item Type: Informational Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: January 26, 2026
From: Ryan Foster, City Planner
Through: Melissa Jacobsen, City Manager

Council Member Davis has requested information on Conditional Use Permits for Planned Unit Developments in Homer City Code (HCC) Title 21. As the City works on the Title 21 Zoning Code re-write project, the topic of conditional use permits and planned unit developments have been discussed. The intent of this memorandum is to provide an understanding of what conditional use permits for planned unit developments are, how they work, and what to consider when revising the Title 21 Zoning Code in the coming months.

Purpose of Conditional Use Permits for Planned Unit Developments

What is a Conditional Use Permit:

A conditional use permit may be granted to approve land uses and structures with special design or site requirements, operating characteristics, or potential adverse effects on surroundings. Approval may occur through Planning Commission review and, where necessary, the imposition of special conditions of approval. These applications require a public hearing.

What is a Planned Unit Development:

A planned unit development (PUD) is a code mechanism that allows development to be planned and built as a unit, or as phased units, and permits flexibility and variation in many of the traditional controls related to density, land use, setback, open space and other design elements, and the timing and sequencing of the construction. A PUD may be applicable to either residential, commercial, noncommercial or industrial uses or a combination thereof subject to any limitations or exceptions provided in code. Per HCC 21.52.20 PUDs are allowed in a zoning district only when allowed by the code provisions specifically applicable to that district. A requirement of the planned unit development process is the provision of more information than is required for a conventional conditional use permit. This includes site plans, elevations, drawings, illustrations and development phasing information to demonstrate the feasibility and functionality of a project.

Planned Unit Developments in Homer

Conditional use permits for Planned unit developments are a rare project/application in Homer. The following projects have approved PUDs in Homer:

- **Land's End, 4799 Homer Spit Rd. (1997–2008)**
 - Multiple CUPs approved for hotel expansion, phased condominium development, and garage/boat storage structures, including several amendments adjusting building height, floor area, setback, landscaping, and stormwater requirements.
- **Fisherman's Resort, 1302 Ocean Dr. (2005–2006)**
 - Approved PUD for RV park with commercial uses; later amendments added requirements for tree protection, buffering, parking, drainage, Fire Marshal approval, and height compliance.
- **59° North Cohousing, Fairview Ave. Daybreeze Park Subd. (2005)**
 - A mixed residential PUD with community facilities. Approved but never constructed.
- **Mixed-Use Lakeshore Dr. Project, 1299 & 1311 Lakeshore Dr. (2005)**
 - Approved small lot PUD for rooming houses, offices, caretaker residence, and workshops.
- **1952 Pioneer Ave Building (2013)**
 - Approved PUD primarily to accommodate an existing nonconforming historic structure and add a porch encroaching into setbacks.
- **Gas Station at 1242 Ocean Drive (2015)**
 - The applicant built a structure within the 20-foot building setback and later applied for a PUD to reduce the setback.
- **Lighthouse Village 1563 Homer Spit Road (2023-2024)**
 - The first application was denied, appealed, and remanded back to the Planning Commission. The revised application was approved for a hotel and multi-unit housing. The flexibility requested was for a building height of 44.5 feet. The GC1 zoning district height limit is 35 feet.

Zoning Code Flexibility Beyond PUDs

Beyond PUDs, the zoning code has limited tools for flexibility in development. Per HCC 21.70.030 (c). In granting a zoning permit, no City official or employee has authority to grant a waiver, variance, or deviation from the requirements of the zoning code and other applicable laws and regulations, unless such authority is expressly contained therein. Any zoning permit that attempts to do so may be revoked by the City Manager as void. The applicant, owner, lessee, and occupant of the lot bear continuing responsibility for compliance with the zoning code and all other applicable laws and regulations.

Variances:

A variance may be granted by the Planning Commission to provide relief when a literal enforcement of the Homer Zoning Code would deprive a property owner of the reasonable use of a lot. As currently written, the review criteria for a variance application have a rather high bar, including “The special conditions and circumstances that require the variance have not been caused by the applicant.” Therefore, the reasoning for applying for a variance cannot be self-imposed (i.e., I want an exception to code), but rather, circumstances outside of the applicant’s control have led them to request an exception to code via a variance.

Various Development Standards:

There are minor provisions for flexibility such as a maximum of 25% parking requirement reductions for mixed use projects in some districts, some setback reductions in the Central Business District, building height in the East End Mixed Use District, and some setbacks in the Bridge Creek Watershed Protection District if approved by the Planning Commission with a CUP.

Exception Variance

An exception variance application was utilized for the approval of the Homer High School in 1984 to exceed the 35-foot zoning district height limit in the Urban Residential District. The exception variance allowed special exceptions for public utilities or public service organizations due to their public role. The exception variance provision was repealed from HCC in 2003 (HCC 21.62.015).

Future Considerations

In current zoning code, the City of Homer does not have any exemptions for city projects and is required to follow the same regulations and processes as any other property owner in the city. A new recreation center is a high priority for the city, and by their nature and design, may seek flexibility on development standards such as building height, parking, and setbacks to name a few common requests. Current code has limited tools, either a PUD or Variance, for providing flexibility. These tools may not provide the flexibility needed to approve a project for construction.

Conclusion

As we continue to work towards re-writing the zoning code, we should spend time considering the tools we have currently in code, and whether these existing tools, or perhaps new ones, can provide enough flexibility for future development projects.



January 9, 2025

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

Dear Homer Community,

This letter serves as our quarterly report for the period of October 1 to December 31, 2025. During the quarter, Homer Business Advisor Robert Green continued his strong performance in supporting business starts, adding four new businesses to the record ten achieved in the previous quarter. He concluded the year with a total of 16 new businesses started in Homer, tying the all-time record for new business starts in the community. In addition to supporting 215 jobs in Homer over the course of the year, Robert's clients reported cumulative sales growth of \$2.03 million in 2025 as a direct result of their work with the Alaska SBDC. Here is a summary of deliverables to the Homer community during the quarter (year):

Client Hours: 146.5 (542.3)	Jobs Supported: 141 (215)
Total Clients: 42 (102)	Capital Infusion: \$80,000 (\$983,792)
New Businesses Started or Bought: 4 (16)	Client Surveys: 100% positive (100% positive)

The next section provides lists of the top advising topics and top industries obtaining technical assistance from the Alaska SBDC in Homer. This quarter, financing and capital overtook startup assistance, with marketing and sales joining the list. For industries, food services remained atop the list for a sixth consecutive quarter, followed by manufacturers, with accommodations and agriculture joining the list.

Topics

1. Financing/Capital: 43.3 hrs (30%)
2. Startup Assistance: 37.3 hrs (25%)
3. Buy/Sell Business: 25.8 hrs (18%)
4. General Management: 15.7 hrs (11%)
5. Marketing/Sales: 11.5 hrs (8%)

Industries

1. Food Services: 39.9 hrs (27%)
2. Manufacturers: 34.4 hrs (23%)
3. Accommodations: 23.4 hrs (16%)
4. Retailers: 13.3 hrs (9%)
5. Agriculture: 7.8 hrs (5%)

We would like to thank the City of Homer for its continued support of the Homer Business Advisor position. We appreciate the knowledge, experience, and steady commitment Robert Green brings to his work in the Homer community. Please do not hesitate to contact us if you have any questions.

Sincerely,

Signed by:

D3BE7A15D8D7402...

Kendra Conroy
Acting State Director
Alaska SBDC

General Fund
Expenditure Report
Actuals through December 2025
50% Fiscal Year Elapsed

Current Fiscal Analysis

	FY26	FY26 YTD	
	ADOPTED BUDGET	ACTUAL	
		\$	%
Revenues			
Property Taxes	\$ 5,431,570	\$ 5,751,268	106%
Sales and Use Taxes	8,374,067	5,799,563	69%
Permits and Licenses	43,463	23,064	53%
Fines and Forfeitures	3,543	2,370	67%
Use of Money	-	-	
Intergovernmental	750,919	418,168	56%
Charges for Services	513,406	265,973	52%
Other Revenues	-	69,076	
Airport	222,248	80,930	36%
Operating Transfers	1,467,157	-	0%
Total Revenues	\$ 16,806,373	\$ 12,410,412	74%
Expenditures & Transfers			
Administration	\$ 2,142,690	\$ 1,001,653	47%
Clerks/Council	867,737	333,263	38%
Planning	466,252	234,278	50%
Library	1,139,976	548,135	48%
Finance	920,718	442,438	48%
Fire	1,721,874	859,381	50%
Police	4,614,240	2,334,766	51%
Public Works	3,787,976	1,609,633	42%
Airport	242,066	110,118	45%
City Hall, HERC	169,827	74,913	44%
Non-Departmental	197,000	172,000	87%
Total Operating Expenditures	\$ 16,270,355	\$ 7,720,577	47%
Transfer to Other Funds			
Leave Cash Out	\$ 330,254	\$ -	0%
Other	195,764	-	0%
Total Transfer to Other Funds	\$ 526,018	\$ -	0%
Transfer to CARMA			
General Fund Fleet CARMA	\$ -	\$ -	0%
General Fund CARMA	-	-	0%
Seawall CARMA	10,000	-	0%
Total Transfer to CARMA Funds	\$ 10,000	\$ -	0%
Total Expenditures & Transfers	\$ 16,806,373	\$ 7,720,577	46%
Net Revenues Over (Under) Expenditures w/HART Roads Budget Transfer*	\$ 0	\$ 4,689,835	
		\$ 5,062,394	

*Based off FY26 YTD Roads Maintenance Operating Expenses (\$372,559)

Water and Sewer Fund
Expenditure Report
Actuals through December 2025
50% Fiscal Year Elapsed

Current Fiscal Analysis

	FY26	FY26 YTD	
	ADOPTED BUDGET	ACTUAL	
		\$	%
Revenues			
Water Fund	\$ 2,522,112	\$ 1,364,269	54%
Sewer Fund	2,157,567	1,438,991	67%
Total Revenues	\$ 4,679,679	\$ 2,803,260	60%
Expenditures & Transfers			
<u>Water</u>			
Administration	\$ 367,168	\$ 208,314	57%
Treatment Plant	781,321	249,868	32%
System Testing	36,000	9,669	27%
Pump Stations	126,114	52,472	42%
Distribution System	427,867	235,125	55%
Reservoir	29,695	18,863	64%
Meters	207,883	42,326	20%
Hydrants	219,623	108,993	50%
<u>Sewer</u>			
Administration	\$ 367,360	\$ 200,641	55%
Plant Operations	914,573	320,783	35%
System Testing	18,400	3,387	18%
Lift Stations	240,124	122,229	51%
Collection System	335,476	157,967	47%
Total Operating Expenditures	\$ 4,071,603	\$ 1,730,637	43%
Transfer to Other Funds			
Leave Cash Out	\$ 25,360	\$ -	0%
GF Admin Fees	-	-	0%
Other	10,277	-	0%
Total Transfer to Other Funds	\$ 35,637	\$ -	0%
Transfers to CARMA			
Water	\$ 308,460		0%
Sewer	263,979		0%
Total Transfer to CARMA Funds	\$ 572,440	\$ -	0%
Total Expenditures & Transfers	\$ 4,679,679	\$ 1,730,637	37%
Net Revenues Over(Under) Expenditures	\$ 0	\$ 1,072,624	

Port and Harbor Fund
Expenditure Report
Actuals through December 2025
50% Fiscal Year Elapsed

Current Fiscal Analysis

	FY26		FY26 YTD	
	ADOPTED		ACTUAL	
	BUDGET		\$	%
Revenues				
Administration	\$ 741,793	\$ 431,248	58%	
Harbor	4,269,962	3,281,976	77%	
Pioneer Dock	351,663	229,665	65%	
Fish Dock	614,006	612,135	100%	
Deep Water Dock	170,000	118,308	70%	
Outfall Line	2,400	-	0%	
Fish Grinder	8,000	9,330	117%	
Load and Launch Ramp	130,000	55,818	43%	
Total Revenues	\$ 6,287,824	\$ 4,738,480	75%	
Expenditures & Transfers				
Administration	\$ 1,325,915	\$ 716,857	54%	
Harbor	1,454,590	726,563	50%	
Pioneer Dock	105,242	46,003	44%	
Fish Dock	915,281	495,467	54%	
Deep Water Dock	120,895	66,478	55%	
Outfall Line	19,000	2,410	13%	
Fish Grinder	47,039	31,393	67%	
Parking	211,631	79,400	38%	
Camping	119,070	48,283	41%	
Harbor Maintenance	492,573	254,855	52%	
Main Dock Maintenance	40,858	17,733	43%	
Deep Water Dock Maintenance	51,358	21,956	43%	
Load and Launch Ramp	118,899	73,500	62%	
Total Operating Expenditures	\$ 5,022,351	\$ 2,580,898	51%	
Transfer to Other Funds				
Leave Cash Out	\$ 59,849	\$ -	0%	
GF Admin Fees	-	-	0%	
Debt Service	-	-	0%	
Other	248,498	-	0%	
Total Transfer to Other Funds	\$ 308,348	\$ -	0%	
Transfers to Reserves				
Harbor	\$ 957,125	\$ -	0%	
Load and Launch Ramp	-	-	0%	
Total Transfer to Reserves	\$ 957,125	\$ -	0%	
Total Expenditures & Transfers	\$ 6,287,824	\$ 2,580,898	41%	
Net Revenues Over(Under) Expenditures	\$ 0	\$ 2,157,582		



MEMORANDUM

CC-26-035

Request for Port Tariff Recommendations from the Homer Port & Harbor Advisory Commission

Item Type: Action Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: January 19, 2026
From: Mayor Lord and Councilmember Erickson

BACKGROUND:

As the Council has been reviewing the Port Tariff No. 1 updates recommended by the PHAC and through staff, several questions have come up that we would like to request the PHAC take time in considering and providing the Council with recommendations on. We understand the tariff discussions are on an annual basis beginning in the fall. We respectfully request your feedback to the Council on these questions by the Council's second meeting in September, with the expectation that the Council will then provide feedback back to the PHAC to help inform their tariff discussions beginning in October.

1. Moorage Rates:

- a. Currently the rate structure is such that if a transient vessel is in the harbor for more than six days, the payment exceeds a full month of transient moorage.
- b. We have heard from many transient vessel owners frustration with this rate structure, especially concerns that this disadvantages commercial vessels transiting from upland storage to the fishing grounds and may need up to ten days in the harbor prior to leaving.
- c. We request that the PHAC contemplate and provide options for how the Port & Harbor could provide a moorage rate that costs less than a month's worth of moorage for transient vessels in the harbor for between 7-14 days.
- d. Please provide the Council with:
 - i. Structured option or options for how this could be accomplished
 - ii. Pros and cons associated with all options provided
 - iii. The number of vessels that would currently fall into this category from the past two years of moorage data
 - iv. The Commission's recommendation for the Council to consider

2. Insurance Requirements:

- a. The current requirement for vessel insurance extends to all vessels mooring in the harbor.
- b. The state of Alaska exempts vessels 24' and under from title requirements.
- c. Skiffs and other vessels 24' and under present limited liability to the harbor and the public, especially relative to the significant liabilities associated with larger vessels.
- d. We request that the PHAC contemplate and provide recommendations on the suggestion to exempt vessels 24' and under from the insurance requirements in the tariff.
- e. Please provide the Council with:
 - i. An analysis of the pros and cons of this suggested change to the tariff
 - ii. The current number of vessels this suggestion would impact, and their status (stall vs transient)
 - iii. The Commission's recommendation for the Council to consider



MEMORANDUM

Resolution 26-012, A Resolution of the City Council of Homer, Alaska Stating the City's 2026 Legislative Priorities and Positions

Item Type: Backup Memorandum
Prepared For: Mayor Lord and City Council
Date: January 21, 2026
From: Jenny Carroll, Special Projects and Communications Coordinator
Through: Melissa Jacobsen, City Manager

This resolution states Council priorities and positions ahead of our trip to Juneau to attend the Alaska Municipal League meeting and meet with State legislators the week of February 16.

My office worked with Councilmember Aderhold to develop this "omnibus" resolution. It includes a variety of issues without a lot of detail. There may be items we've overlooked, so Councilmembers are encouraged to bring amendment proposals to the meeting.

The resolution is organized into sections for our capital requests, general positions, and positions on bills currently introduced.

Capital Requests: The State remains in a challenging fiscal situation and there will likely be only a very minimal capital budget. However, it is an election year so some capital funding may become available for district requests. With this in consideration, staff worked with J&H Consulting to develop a strategic capital request list, which includes one larger request, two medium requests and one small.

All are from the Capital Improvement Plan. Two relate to the Homer Harbor Expansion Study. The first, titled Homer Harbor Infrastructure, requests \$700,000 local sponsor match funds for the Project Engineering and Design (PED) phase. Although the General Investigation has not yet been completed, we are requesting these match funds now as a strategic measure. If the project is recommended to advance to PED next year, state capital funding is projected to be significantly more constrained than it is currently. Securing these funds now positions the project to move forward, upon receiving favorable recommendation and upon Council's decision to advance the project.

Moreover, the project title is sufficiently broad that should Homer Harbor Expansion not advance to PED, these funds would be redirected toward Homer Harbor critical float system replacement, ensuring the investment addresses pressing harbor needs regardless of the study's outcome.

The second proposed request related to the Harbor Expansion Study is for \$306,426 to fund contractual services to assist with the design of Local Service Facilities (float systems, ramps, fuel dock, etc.) and financial planning. These critical local planning efforts will ensure our design work keeps pace with the federal General Investigation process while informing the city about cost estimates and implementation feasibility necessary for sound decision-making.

The remaining two projects are smaller requests, are contained in the CIP and were also unfunded capital requests in the City's FY26/27 Capital budget. They include \$130,000 for replacing the fire panel and air handling system at Homer Airport Terminal (components of the Homer Airport Terminal Improvement project) and \$333,272 for Homer Harbor Security Camera acquisition and installation. The design and pole installation has been completed for this project; the requested funds would complete the project.

General Positions: The general positions are predominantly issues Council has taken a position on in past years. Community Assistance Recapitalization is an AML 2026 priority and was a 2025 City legislative priority, as is an increase to the Base Student Allocation (BSA) for public schools.

Our positions also generally address legislative attempts to push fiscal responsibilities downstream. For instance, the PERS pension liability funding formula is being discussed, and we need to work with other municipalities and AML to stand firm on the 22% contributed by municipalities. Another example is continuing to advocate for equitable community jail funding.

Bills: Positions on legislative bills are based on reviews of pertinent bills by city staff with knowledge of the specific topics. There are a number of new bills not addressed in this resolution as we feel there is insufficient information for the City to take a position at this time. The City may want to track these as they move through the legislature. These bills include: SB200, municipal assessments on farm and agricultural lands, SB205, occupational disability for peace officers and firefighters, HB254, property assessments and HB259, large energy use facilities.

If you know of additional bills that were missed that should be included in the resolution, please be prepared to propose an amendment during discussion of the resolution. I look forward to your discussion as we prepare to visit Juneau and meet with state legislators.

Recommendation:

Discuss the resolution, propose amendments, and vote.

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

Aderhold

3
4 **RESOLUTION 26-012**

5
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
7 STATING OUR 2026 LEGISLATIVE PRIORITIES AND POSITIONS
8

9 WHEREAS, The City of Homer is a First Class City within the Kenai Peninsula Borough;
10 and

11
12 WHEREAS, Article 10 of Alaska’s constitution states that “The purpose of this article is
13 to provide for maximum local self-government with a minimum of local government units, and
14 to prevent duplication of tax-levying jurisdictions. A liberal construction shall be given to the
15 powers of local government units.”; and
16

17 WHEREAS, Homer city staff and elected officials work closely with Alaska’s governor,
18 legislature, and agencies to provide important quality of life services to city and borough
19 residents and visitors; and
20

21 WHEREAS, Each year the City of Homer updates its five-year Capital Improvement Plan
22 that includes a list of legislative priorities; and
23

24 WHEREAS, During each session, legislators introduce legislation that affect
25 municipalities, sometimes positively and sometimes negatively; and
26

27 WHEREAS, The State of Alaska’s fiscal situation in 2026 appears dire, potentially with
28 not enough revenues to cover statutory requirements and basic state services.
29

30 NOW, THEREFORE, BE IT RESOLVED that the City of Homer states the following
31 legislative priorities and positions for the 2026 legislative session:
32

- 33
- 34 • We request state support for the following Capital projects:
 - 35 ○ Homer Harbor Infrastructure
 - 36 ○ Homer Harbor Expansion Local Service Facilities Design & Fiscal Plan
 - 37 ○ Airport Terminal Life Safety Equipment Upgrades
 - 38 ○ Homer Harbor Security Cameras
 - 39 • We take the following general positions on legislative issues:
 - 40 ○ We ask the legislature to leave the PERS funding liability formula in place, with
 - 41 municipalities continuing to contribute 22%, which is fair and reasonable.

- 42 ○ We urge the governor and legislature to fully fund the Alaska Municipal Harbor
43 Facility grant program to ensure resilient supply chains statewide and enhanced
44 safety and economic prosperity among Alaskan coastal communities.
- 45 ○ We support raising the maximum available Municipal Harbor Facility grant to
46 \$7.5 million for eligible projects on an annual basis.
- 47 ○ We urge the governor and legislature to fully fund community revenue sharing,
48 as this offsets unfunded legislative mandates such as property tax exemption
49 requirements.
- 50 ○ We ask the governor and legislature to increase and inflation-proof the base
51 student allocation for public schools.
- 52 ○ We urge the governor and legislature to fully fund state support for community
53 jails.
- 54 ○ We support legislation to bring back a public employee retirement defined
55 benefits program that is affordable to the state and municipalities. An
56 opportunity to choose between a defined benefit and a defined contribution
57 plan will help recruit qualified individuals for a variety of government positions,
58 particularly law enforcement and teachers.
- 59 ○ Municipalities throughout Southcentral Alaska are concerned about the
60 looming shortage of natural gas in Cook Inlet. We appreciate the governor's and
61 legislature's efforts to secure practicable energy resilience for the region and the
62 state, including natural gas and renewable energy sources.
- 63
- 64 ● We take the following positions on bills currently introduced in the 2025-2026
65 legislative session:
- 66 ○ SB11, flood insurance: We do not support this bill as currently written. Federal
67 flood insurance on the Kenai Peninsula is cost effective for those who need it. A
68 state funded system would likely cost more for users and the cost to the state to
69 establish a flood insurance fund and administer it is unknown.
- 70 ○ SB42, use of force: We do not support this bill as currently written, though we
71 support having Municipal Corrections Officers be certified. Community jails are
72 currently required to submit monthly use of force reports to the FBI; submitting
73 the same report to the state would be workable, but requiring jails to submit
74 different forms to the state would be time consuming and redundant. We would
75 not support submitting a form that would identify the name of the suspect or
76 the officer. Use of force reports should remain highly confidential. State judges
77 currently can review use of force reports for specific cases.
- 78 ○ SB53, law enforcement accreditation standards: We do not support this bill.
79 While it is possible to establish a statewide accreditation system that would be
80 effective and affordable to all, SB53 imposes a huge burden on the Department
81 of Public Safety and all law enforcement agencies in Alaska. The bill needs to be
82 vetted through the law enforcement community in Alaska before proceeding.

- 83 ○ SB64, elections: We support this bill. The concerns raised last year have been
- 84 addressed and this bill does good work to reform election policy.
- 85 ○ HB26, DOT&PF planning and transit: We support this bill that broadens
- 86 DOT&PF’s responsibility to study alternative transportation methods, such as
- 87 public transportation, for rural and remote Alaskan communities. Improving the
- 88 study, reporting, and development of Alaska’s multimodal transportation
- 89 network is essential to connect all Alaskans to their jobs, schools, healthcare,
- 90 and communities.
- 91 ○ HB163, municipal and school board terms and changing election day to
- 92 November. We oppose this bill in its current form. This bill limits local
- 93 municipalities’ ability to self-govern as they see fit for their communities, in
- 94 particular by mandating 4-year terms instead of leaving it up to each
- 95 municipality, and by changing the default election date for municipal elections
- 96 from October to November. We recommend the sponsor present this bill to the
- 97 Alaska Association of Municipal Clerks for their review and input.
- 98
- 99

100 PASSED AND ADOPTED BY THE CITY COUNCIL OF HOMER, ALASKA, THIS ____ day of
101 January 2026.

102
103 CITY OF HOMER

104
105 _____
106 RACHEL LORD, MAYOR

107
108 ATTEST:

109
110
111 _____
112 AMY WOODRUFF, CITY CLERK

113
114 Fiscal Note: N/A