

REGULAR MEETING

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

3. PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

The Audience may comment on matters on the agenda not scheduled for public hearing 3 minute time limit

4. RECONSIDERATION

5. SYNOPSIS APPROVAL

A. August 14, 2018 Synopsis

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6. VISITORS (10 minute limit per presentation, 10 min Q&A)

A. Todd Hindman, Fireweed Academy Principle

7. STAFF REPORTS & Committee Reports (10 minutes)

A. Julie Engebretsen, Deputy City Planner

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B. Brown Bag at the library report

8. PUBLIC HEARING

9. PENDING BUSINESS (20 minutes)

A. Goals (formerly Scope of Work)

B. Remodeled or New Recreation Facility Update

C. Report on other rec facilities

10. NEW BUSINESS (20 minutes per item)

A. Budget Considerations, City funding mechanisms

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B. Fire Marshal conversation, building code and occupancy considerations

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C. Next Steps

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11. INFORMATIONAL ITEMS

12. COMMENTS OF THE AUDIENCE

The Audience may comment on any item. 3 minute time limit

13. COMMENTS OF CITY STAFF

14. COMMENTS OF THE TASK FORCE

15. ADJOURNMENT NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY, SEPTEMBER 11, 2018 at 3:00 p.m. at the City Hall Cowles Council Chambers, 491 E. Pioneer Avenue, Homer, Alaska.

Session 18-04 a Regular Meeting of the Homer Education and Recreation Complex Task Force was called to order by Chair Matthews at 2:30 p.m. on July 24, 2018 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: Task Force Members Derry (telephonic), Haines, Lowney, Marks, Matthews, Reiss, Slone

ABSENT: Knight

STAFF: Deputy City Planner Engebretsen
City Clerk Jacobsen Jacobsen

APPROVAL OF THE AGENDA

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

The Audience may comment on matters on the agenda not scheduled for public hearing 3 minute time limit

Chair Matthews asked for a motion to approve the agenda.

SLONE/LOWNEY SO MOVED.

SLONE/LOWNEY MOVED TO AMEND THE AGENDA TO ADD A NEW BUSINESS ITEM FOR A FIVE MINUTE DISCUSSION OF THE MEANING OF THE TERM SCOPE OF WORK.

Mr. Slone commented there seems to be some concern over the meaning of the term and thinks some might feel it's impeding the ability to explore other areas and issues. After doing research on the term he'd like to propose a changing scope of work to goals, related to the four items in the resolution from Council.

VOTE (amendment): YES: DERRY, SLONE, MARKS, REISS, HAINES, MATTHEWS, LOWNEY

Motion carried.

There was no further discussion on the agenda as amended.

VOTE (main motion): NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

RECONSIDERATION

SYNOPSIS APPROVAL

A. July 24, 2018

DERRY/LOWNEY MOVED TO APPROVE THE SYNOPSIS AS WRITTEN

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

VISITORS (15 minutes each)

STAFF REPORTS

A. Julie Engebretsen, Deputy City Planner

Deputy City Planner Engebretsen noted the Memorandum 18-090 from Council clarifying the task force focus on the HERC 1 building and surrounding area, with the exception of consideration of demolition costs, to include HERC 2 in the cost estimate.

She reminded the group that if they are looking for information from other departments to copy her in the emails.

She's working with the Finance Department to clarify the budget information. She has information on grant funding sources that Ms. Lowney requested at the last meeting, which will be included in the next meeting packet when they talk about funding.

There was a brief discussion about scheduling the Fireweed Academy walk through of the building before the principal comes to present to the task force. There were comments from members who would like to go through the building as well and Deputy City Planner Engebretsen said she would schedule another time for the task force to walk through again.

B. Brown Bag at the Library Report

Deputy City Planner Engebretsen commented there were three task force members and five public members who attended. She appreciated the dialog.

PUBLIC HEARING

PENDING BUSINESS

A. New Recreation Facility

1. Sterling Community Center Contract
2. Progress so far
3. Comments and critique by other task force members
4. Opportunities for other task force members to be involved

Mr. Haines explained he, Mrs. Marks and Ms. Lowney are working on a community recreation model, not other uses. He has heard a lot of community discussion on the need for this use and the three of them will prove or disprove the fact a community recreation model is appropriate for the City of Homer, whether it be a new building or a remodeled building. Right now they are working on data collection.

Ms. Marks commented she is focusing on the for profit entities. She is working on setting up a focus group meeting with a variety of businesses to address a series of questions to elicit some of the things they interpret from their business perspective. She's working with staff to have an invitation out by the end of the week. She anticipates another focus group meeting after the task force has progressed further in their work.

Ms. Lowney commented she's reaching out to non-profit and some for profit, primarily connected with arts and culture. They created the questionnaire on page 19 and are working toward a more specific question format to use as well. She noted the group Homer Arts and Cultural Alliance (HACA), who organized themselves after the needs assessment was done by Parks and Rec and she's trying to get their feedback on how they might see the HERC meeting some of their goals. She added that Mike Illg has a list of organizations who have reached out to him in the past, and she asked if he could reach out to them and encourage their response. Lastly, she's planning to attend the Activities Fair at the high school on September 5th.

Mr. Haines further explained the information they are collecting will be included in a data base that shows activities, space available, requirements, potential for growth, and other information and he'll bring it to the group when it's more finalized. It will give them a better idea where to focus in terms of trying to organize entities into whatever the HERC building is going to be.

There was brief discussion on a timeline for the work, and that a time line could be determined but there needs to be some flexibility as this is still a busy time for businesses and community members.

Mr. Haines shared information he received from the builder of the Sterling Recreation Center. The cost to construct the 12,000 square foot building about 6 years ago was \$1.3 million and about \$800,000 in kind. The builder suggested the cost for a new building today would be \$400 per square foot. The HERC is 16,000 square feet the cost build the same size new would be \$6.8 million. He'll get information on costs from other rec centers and as they move forward, and also look at refurbishment cost.

Mr. Slone commented he stopped at the Kenai Rec Center and met with a staff member for a brief tour. It wasn't pre-planned so he didn't collect any related data. It's a building owned by the City of Kenai and the Boys and Girls Club has the contract to manage it. It's an older two story building, downstairs has a gym, workout room, racquetball courts, and sauna. The upstairs is dedicated to the Boys and Girls Club. His takeaway is that it was very underutilized during the time he was there at 4:30 p.m., one racquetball court was being used, but the gym and weight room were empty and only 4 people upstairs.

There was brief discussion about usage and where there is an influx at certain times, and down time at others. Mr. Haines said one thing they are working on is trying to identify usage in the down times. He also asked if anyone knows of any organized activities or events that bring people into town to let him know so he can reach out to those people.

There were also comments about reaching out to Kenai and Seward Community Rec and find out what their funding source and budget look like, and also contacting the Boys and Girls Club in Kenai to see how they are managing to stay afloat. Chair Matthews asked if Mr. Slone would follow up on those items and he agreed.

Mr. Haines noted they are also looking for at least two more newer facilities, such as Cordova, to get a feel for how they did their start up. Deputy City Planner Engebretsen shared that there is a statewide recreation organization the City is a member of and they might be able to use it to get some outreach. They also have a statewide conference in October, so she can get task force member questions to those board members for feedback.

NEW BUSINESS

A. Apply for Fire Marshal Review of upstairs

Chair Matthews explained her suggestion was to take the college's plan, which is basically how the upstairs is now, and send it with an application to use it for similar uses. This would allow them to get some feedback about item 1 - can we use the upstairs safely with no capital improvements for a minimal use situation.

LOWNEY/MARKS MOVED THAT WE APPLY FOR THE STATE FIRE MARSHAL TO REVIEW THE UPSTAIRS OF THE HERC FOR COMMUNITY RECREATION CLASSES.

Question was raised why limit it to upstairs and Deputy City Planner Engebretsen explained the down stairs "Zumba Room" is currently being reviewed and the basement is at full capacity.

Discussion ensued regarding notions that this request is too limited and there needs to be more discussion with the Fire Marshal to gather more general criteria about what might need

to be done before making a submission. Another point raised is that this request is premature and there are other things that have to be considered. The college use was over grade 12 and community recreation classes could include users under grade 12. There have been changes in the fire code since 2017 that impacts the process for review and some of those issues were discussed. Others supported the idea to resolve the first questions.

MARKS/LOWNEY MOVED THAT WE AMEND THE MOTION ON THE FLOOR THAT SAYS THAT THIS WILL BE DONE AFTER THE DISCUSSION WITH THE FIRE MARSHAL AND WHEN WE DO SUBMIT IT, WE SUBMIT IT WITH THE CLASSIFICATION OF GROUPS ABOVE 12TH GRADE.

Ms. Lowney said she's hesitant to include above 12th grade because there are a lot of youth groups who have interest in using the building. Ms. Marks clarified her reason is her understanding that they have to use a category for the review, and this is similar to what the college use was.

They continued to debate this and Mrs. Marks withdrew her motion.

VOTE (main motion): YES: LOWNEY, MATTHEWS, DERRY
NO: SLONE, MARKS, REISS, HAINES

Motion failed.

Chair Matthews asked for a motion to include this on the next agenda.

SLONE/MARKS SO MOVED.

There was brief discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

B. Next Steps

Deputy City Planner Engebretsen said the next Brown Bag at the library is August 20th and others will be scheduled. She reviewed the items she has for next meeting, that a worksession is tentatively scheduled for September 5th with Public Works, a focus group is scheduled with Mrs. Marks in early September with the business group, and September 24th is tentatively scheduled to meet with Council at a worksession, if they're interested.

The group discussed the benefits of a worksession with council, clarified that the Chair or Vice Chair typically provides a 5 minute report on the Councils regular agenda as needed, the

ability to accept donations, and the city's Capital Improvement Plan process for funding projects.

C. Define Scope of Work

Mr. Slone proposed adding to the next agenda a motion amend something previously adopted to substitute goals for the term scope of work. He reiterated his comments from earlier in the meeting regarding the need for the change. It's not an issue for him but it may be for others and this is an opportunity to do a little house cleaning.

In going around the table Chair Matthews, Mr. Reiss, Mr. Haines, Mrs. Marks concurred that they don't feel constricted by either scope or goals as they work through the process. It may be a point of formality, but they shouldn't feel limited by defining it one way or another because they are working through the process fluidly, and can keep going where we're at.

Mr. Derry concurred at this point they don't see the terminology as an impediment but is supportive of Mr. Slone's suggestion.

Ms. Lowney had no comment.

MATTHEWS/MARKS MOVED TO ADD THIS TO THE NEXT AGENDA AS A VOTE ITEM SO THE HOUSEKEEPING IS NOTICED AND ADDRESSED.

There was no further discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

INFORMATIONAL ITEMS

- A. Memorandum 18-090 from City Council
- B. Follow up Information from MAPP Presentation

There was no discussion on informational items.

COMMENTS OF THE AUDIENCE

The Audience may comment on any item. 3 minute time limit

Ian Reid, city resident, thanked the group for the work they are doing.

COMMENTS OF CITY STAFF

There were no staff comments.

COMMENTS OF THE TASK FORCE

Mr. Derry apologized for not being there in person, the winds prohibited him from getting across the bay, but he will see them next time.

Mrs. Marks said it's a pleasure working with everyone.

Mr. Haines said he's seen some improvements over the last few weeks in terms of gelling and working together, and it's a pleasure to participate and contribute to the process. He thanked everyone for working as a team.

Mr. Slone commented there are a number of activities happening in parallel with respect to Mr. Haines' opportunity plan, the proposal to apply to the Fire Marshal, and coordinating and harmonizing the various reports produced over the years. They only have three months left and he doesn't think they'll get a definitive answer from the Fire Marshal so they'll have to make decisions on incomplete information. They have some guidelines, including the opportunity plan and Resolution 18-036 to keep them on track.

Ms. Lowney commented she will likely be taking on a part time job at the school so with the new 2:30 start time, the earliest she can be here is 3:00.

There was brief discussion of maintaining the original start time of 3:00 and extending the end time to no later than 5:00 p.m.

ADJOURN

There being no further business to come before the Task Force the meeting adjourned at p.m. The next regular meeting is scheduled for August 28, 2018 at 3:00 p.m. at the City Hall Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska.

MELISSA JACOBSEN, MMC, CITY CLERK

Approved: _____



City of Homer

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Planning

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Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

To: HERC Task Force
From: Julie Engebretsen, Deputy City Planner
Date: August 23, 2018
Subject: Next Steps

Please note: we are going back to the 3 pm meeting start time!

Upcoming Dates

August 28th: Next Task Force Meeting, Todd Hindman, Fireweed Academy principle will be a visitor on the agenda and available to answer your questions. We will also have financial information from the City Manager about topics such as indebtedness, sales tax revenue, loans and funding sources. The City Manager will be out of town and unable to attend the meeting, but could attend a future meeting if you'd like.

Early September: (maybe Wednesday the 5th) tentative date for a work session with Barry and Public Works employees about the HER building. Date, time, location to be confirmed.

September 11: Next HERC TF Meeting

September 24th: We have a work session scheduled with City Council.

September 25th : HERC TF Meeting

October 15: Brown Bag Lunch at the Library

November 5th: Brown Bag Lunch at the Library



City of Homer

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(p) 907-235-8121 x2222
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Memorandum

TO: HERC Task Force
FROM: Julie Engebretsen, Deputy City Planner
DATE: August 16, 2018
SUBJECT: Long term financing for a recreation facility

I have analyzed the financial information that the City Manager and Finance Director created for the discussion of police station funding, (Memorandums, April 6 & 12, 2018). They created a 5 year forecast of revenues and expenses. In essence, the city does not anticipate having an additional \$100,000 to \$200,000 in the coming years to pay for additional personnel or services. The City does expect taxable sales to increase, however additional revenue is earmarked for an Assistant Fire Chief and keeping to old police station in warm status.

The City can reasonably expect to keep afloat with the current taxes, although we may not be putting enough money into depreciation for long-term repairs and replacements (this has been generally been true for more than a decade). For this reason, Council needed another revenue source to pay for the police station - construction AND operations. The result was the bond measure to pay for the building, and a permanent small sales tax increase to pay for increased operations and maintenance. Voters approved a new sales tax of 0.30% for paying the bond, which will sunset when the bond is paid. The ballot measure also included an additional permanent 0.05% sales tax for ongoing maintenance. It's a reasonable assumption that any major remodel of the HERC or new facility would require this two-step funding: construction and then how to pay for the ongoing cost of increased maintenance.

Increased recreation services and facilities will require increased revenue. Please see the attached table of revenue options. The numbers presented give you an idea of how much 1% of sales tax generates in new revenue.

How much additional revenue does the City need annually for this project?

The table below was compiled by the City Manger, with a proposed \$5,000,000 bond for the police station. It gives you an idea of what bond payments would be. Attached are tables of methods of payment and the revenue generated. Based on the police station project, I think its likely that the City Council would want a vote of the people to move forward with a major project.

From the Manager's memo:

Assumptions have to be made to calculate these numbers including length of term and interest rate. The Alaska Bond Bank provided terms that they consider reasonable and

conservative: a 20 year term with a 4% interest rate. I also included a 30 year scenario at a 4.5% interest rate as a point of comparison. The term of the bond cannot be beyond the anticipated life of the building. Stability of the revenue source is important to consider when deciding on a revenue target as the City is required to make the bond payment regardless of whether or not the designated revenue stream brings in the predicted revenue. Council has precedent using the 1.25 debt ratio as it is applied in decisions related to taking on debt in the HAWSP fund.

Bond for 5 Million

Term and Rate	Annual Payment	X 1.25	+ Increased O&M*
20 years at 4%	\$390,660	\$488,325	\$569,874
30 years at 4.5%	\$320,076	\$400,095	\$481,644
*Assumption: \$81,549 in increased operations and maintenance			

Julie's comment: We can update the operations and maintenance assumptions as more information is gathered. The new police station is expected to have an Operations and Maintenance (O&M) budget of about \$20 per square foot. City facilities range from \$9/sq ft at the library, to \$15 at the airport, to \$25 at the current police station.

How to Pay for It? Revenue Options

The attached spreadsheet with revenue generation options has been updated to include a 4 month seasonal sales tax increase that mirrors the non-prepared food tax. Options that Council took off the table are greyed out.

Enc:

1. Revenue Options Spreadsheet 4/6/2018
2. List of capital grant funding

(If you are interested in long-term financial information for the General Fund, I have included the Manager's memo on that topic.)

3. Supplemental Memo 4/12/18

How to Pay for it - Options for Police Station

4/06/2018

REVENUE	ANNUAL EST VALUE	PRO	CON	BARRIER	HOW WOULD BECOME EFFECTIVE	NOTES
BOROUGH ACTION REQUIRED						
Raise Sales Tax Cap from \$500-\$1000	\$358,000 after residential rent exempted	Instituted Borough wide	Burden on businesses, especially those that sell large items.	Voters have spoken NO on this twice	Ordinance by Borough and vote (note, it can be implemented w/o a vote, but the last proposal put a vote to Borough residents).	Estimate provided by KPB in 2017.
Bed Tax	4% = \$500,000-\$580,000	Captures revenue from visitors	Targets one industry. Argument revenue should be dedicated to economic development. Not significant revenue unless very high.	Requires Borough action. Has been attempted recently to put on ballot and did not pass Assembly	Borough would allow COH to institute a tax OR pass one themselves. Then would need a vote of City residents. If Borough allowed City to collect tax, we would have to get in the business of tax collection.	Estimate provided by KPB in July of 2017.
COUNCIL ACTION REQUIRED						
Eliminate COH \$20,000 Property Tax Exemption for Primary Residence	\$101,026	Can be implemented by Council.	Burden is on year round City of Homer residents. Does not raise much revenue.		Requires Council action only.	Based on 2017 certified values. The City cannot exempt more than \$50,000 on primary residence. Currently we exempt the first \$20,000, but could exempt less.
Raise Property Tax 1 Mill	\$755,687 per mill based on 2017 valuation	Can be implemented by Council.	Increases taxes on residents when many of the services City provides are to entire Homer area.		Council pass a resolution by July 1, 2017 increasing the mill rate.	Currently COH taxpayers pay 4.5 COH, 4.5 KPB and 2.3 SPH (total 11.3). According to HCC if property taxes increase to 6 mills, sales tax is eliminated. Estimate includes oil and personal property.

How to Pay for it - Options for Police Station

4/06/2018

REVENUE	ANNUAL EST VALUE	PRO	CON	BARRIER	HOW WOULD BECOME EFFECTIVE	NOTES
VOTER ACTION REQUIRED						
Raise Sales Tax .5%	\$871,264	Easily adjustable to raise sufficient funds. Taxes non-residents who use City services.	Places burden on local business. Makes rents more expensive.	Need a vote of City residents.	Council would pass an ordinance to increase the sales tax before August for consideration at regular election	Current COH sales tax is 4.5% COH and 3% KPB. (Based on 2016 actual)
1% seasonal sales tax increase (6 months of year)	\$1,166,736	Captures more visitor revenue.	Places burden on local business. Makes rents more expensive.	Need a vote of City residents.	Council would pass an ordinance to increase the sales tax before August for consideration at regular election	Based on 2016 actual
Mirrors food tax: 1% seasonal sales tax increase (June July August)	Waiting for info from KPB	Easy to administer because mirrors non-prepared food. Captures visitor revenue.	Places burden on local business. Makes rents more expensive.	Need a vote of City residents.	Council would pass an ordinance to increase the sales tax before August for consideration at regular election	**Infomraiton from Borough is only broken down by quarter. Waiting for numbers by month from Borough.
NO NEW TAXES						
Reappropriate General Fund Reserves to Police Station	Just shy of \$2,000,000	Money we already have	Reserves are important for maintenance, vehicle replacement & projects. City spends approx. \$500,000 annually on such projects.		City Council by Ordinance	Based on end of 2017 snapshot

How to Pay for it - Options for Police Station

4/06/2018

REVENUE	ANNUAL EST VALUE	PRO	CON	BARRIER	HOW WOULD BECOME EFFECTIVE	NOTES
General Fund Fund Balance	Aproximativly \$5 million	Money we already have	Fund balance is a savings account. Recommendation is 6 months operating budget (\$6.2m). Needed for cash flow and emergencies. Spending this down would hamper ability to handle any emergency or future project.		City Council by Ordinance	
Implement Budget Cuts to Fund Loan Payment	Depends on how deep the cuts are/ annual bond payment needed	Requires no new revenue/taxes	Would require a reduction in staff and services the City provides. Could be controversial to prioritize a new facility over existing services.		Council would pass an ordinance to authorize bonding by August for consideration at regular election. Annual budget process would have to include reductions in expenditures commensurate to amount needed to make bond payments.	

CAPITAL FUNDING RESOURCES

1. Rasmuson Foundation

301 West Northern Lights Boulevard Suite 601, Anchorage, AK, 99503

Phone: 907-297-2700; Toll-free number in Alaska: 877-366-2700

Email: rasmusonfdn@rasmuson.org

Url: <http://www.rasmuson.org>

Primary Contact: Marian Hunter, Grant Manager **Email:** mhunter@rasmuson.org

Type of Organization: Foundation, Fund, or Trust

Total Annual Giving: \$11,681,000

Eligibility Requirements: Nonprofit organizations; individuals; and, in selected cases, units of government and religious organizations

Areas of Interest: The Rasmuson Foundation is dedicated to supporting well-managed nonprofit organizations in Alaska that provide a unique service and ensure that basic human needs are met and the quality of life for all Alaskans is enhanced.

The Foundation's primary interests are arts and culture, health, and social services. The Foundation makes grants in two categories based on the size of the grant request:

- **Tier 1:** This tier provides grants of up to \$25,000 primarily for capital projects, including purchase of furnishings, equipment, appliances, and vehicles; technology; building construction, renovations, and restorations; medical, sports, and scientific equipment; musical instruments; and library collections (books and a/v) development. For technology requests, the Foundation supports organizations in developing technology strategy and implementation plans. On a limited basis, the Foundation considers support for program expansion, creative works, and organizational development. The Foundation accepts Tier 1 grant applications year-round, with review and awards handled on a rolling basis throughout the year.
- **Tier 2:** This tier provides grants of more than \$25,000 for large capital (building) projects, projects of demonstrable strategic importance or innovative nature, or the expansion or startup of innovative programs that address issues of broad community or statewide significance. Tier 2 grants may also support technology updates and creative works. Applying for a Tier 2 grant is a two-step process. The first step is to prepare and submit a Letter of Inquiry. If the Foundation is interested in the project, then the organization will be invited to submit a full Tier 2 proposal.

Program-Related Investments

In certain situations, the Foundation employs program-related investments (PRIs) to achieve a desired charitable outcome. An example of when a program-related investment might be employed include helping to increase the availability of credit and capital to nonprofit

intermediaries, banks, community development financial institutions, small-business developers, and others whose activities would contribute to conditions that directly help Alaskan families succeed. The intended outcomes would include increasing employment, home ownership, and opportunities to build assets; promoting neighborhood stability; increasing the availability of safe, secure, and affordable housing and affordable goods and services; or redevelopment of blighted properties into useful community assets.

2. The Community Facilities Grant program is funded by the [Department of Agriculture \(USDA\)](#).

This program provides grants to communities with fewer than 20,000 residents to construct and renovate facilities used for public service, health care, recreation, community service and public safety. Funds are also used to purchase equipment that is needed to operate the facilities. Eligible applicants include nonprofit organizations, municipalities, towns, districts and tribal government agencies. Areas with the lowest population and income levels receive higher grant considerations. Up to 75 percent of the project costs are covered by the grant. The amount of funding is dependent on the median income and population of the applicant entity.

3. The Foster Foundation

13 Central Way, Kirkland, WA 98033

Phone: 206-726-1815

Email: info@thefosterfoundation.org

Url: <http://www.thefosterfoundation.org>

Primary Contact:

Karen Okamura Rowe, Executive Director

Geographic Scope:

Alaska, Idaho, Montana, Oregon, Washington

Type of Organization: Foundation, Fund, or Trust

Total Annual Giving: \$5,949,000

Eligibility Requirements: Nonprofit organizations

Areas of Interest: The Foster Foundation works to advance the quality of life for present and future Northwest generations in Alaska, Idaho, Montana, Oregon, and Washington. The Foundation plans to expand its philanthropy into smaller, more diverse communities within this five state area over the coming years.

The Foundation's priority issues include the following:

- **Social Services and Human Welfare**
Support is provided for emergency and critical human services that support people and families in need, such as food, emergency and transitional housing, job and life skills training, counseling, and other resources and opportunities that build economic self-reliance.
- **Education**
Support is provided for programs that improve literacy, learning, and academic success for all ages, such as training, tutoring, mentoring, and enrichment programs.
- **Medical Research, Treatment, and Care**
Support is provided for promising medical research to aid in the understanding, treatment, and prevention of diseases, as well as hospice care and HIV/AIDs research and education.
- **Community Engagement**
Support is provided for cultural, artistic, and recreational activities that engage all ages and populations. The focus is on sustaining arts organizations that express and grow the creative imagination as well as supporting community sports/recreational programs, centers, and activities that promote health, well-being, and teamwork.

The Foundation places special emphasis on meeting the needs of the underserved and disadvantaged segments of the population, especially children, women, and seniors.

Types of support include:

- projects and programs;
- general operating support;
- capacity building;
- challenge grants
- endowments; and,
- in-kind services.

Requests for capital needs will be assessed on a case-by-case basis.

Application Procedures:

Organizations that address the Foundation's priorities may submit an Organization Information Form, which will introduce their mission and goals to the Foundation. Organizations that are a good match for the Foundation's funding strategy will be invited to submit a proposal. Unsolicited proposals are not accepted.

4. ENSTAR

The ENSTAR Natural Gas Company Corporate Giving Program supports nonprofit organizations that strive to improve the quality of life in the communities the company serves, including Anchorage, the Kenai Peninsula, and the Matanuska Valley region in Alaska. Areas of interest include: health and welfare; arts and culture; education, and youth activities. Requests are submitted by email.

5. Murdock Charitable Trust

P.O. Box 1618 703 Broadway Suite 710, Vancouver, WA 98668

Phone: 360-694-8415

Email: info@murdocktrust.org

Url: <http://www.murdocktrust.org>

Primary Contact: Dana L. Miller Senior Program Director

Geographic Scope:

Alaska, Idaho, Montana, Oregon, Washington

Total Annual Giving: \$88,460,000

Average Grant Range: \$50,000 - \$500,000

Eligibility Requirements: Nonprofit organizations

Areas of Interest: The M.J. Murdock Charitable Trust's mission is to serve individuals, families and communities across the Pacific Northwest (Alaska, Idaho, Montana, Oregon, and Washington) by providing grants and enrichment programs to organizations that strengthen the region's educational, social, spiritual and cultural base in creative and sustainable ways.

The Trust's priorities include the following:

- Education
The Trust considers educational projects and programs offered in both formal and informal settings. Special interest is given to private higher education.
- Arts and Culture
The Trust is interested in performance and visual arts projects which enrich the cultural environment of the region. Of special interest are educational outreach efforts.
- Health and Human Services
The Trust is interested in a diverse range of projects and programs to enhance the quality of life in the region. Emphasis is given to preventive efforts that address physical, spiritual, social, and psychological needs. The Foundation prefers programs with a focus on youth.

The Trust focuses its funding in two main areas: Strategic Projects and Scientific Research.

Strategic Projects

These are the most common grants, with Trust support spanning capital, equipment & technology, and program & staff projects. Awards made in these areas reflect the strategic priorities of an organization's leadership, and funded projects usually come out of a strategic plan, annual strategic priorities, or unplanned strategic opportunities.



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

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(p) 907-235-8121 x2222

(f) 907-235-3148

Memorandum

TO: Mayor Zak and Homer City Council
FROM: Katie Koester, City Manager
DATE: April 12, 2018
SUBJECT: Supplemental Packet for Police Station Worksession April 12, 2018

The purpose of this memo is to provide supplemental information that was not available or requested by packet deadline.

- 1) A 5 year forecast. This was tremendously difficult to wrap our heads around and comes with so many qualifiers the data may not be useful. However, the Finance Director and I did our best to project based on historical experience. To do that we had to take out the HART dollars since that artificially inflates revenue. The charts attached are explained below:

General Fund Revenues & Expenditures, No HART Revenue:

This chart utilizes a trend line to forecast. The historical data is illustrated as a scatter plot and then a best fit line is overlaid onto the plot. A best fit line is a straight line that best represents the data.

Revenue in this graph is General Fund only and backs out HART, PERS relief and shared revenues. Expenditures are categorized as total operating costs (personnel, operations & maintenance, and debt service). The expenditures also include mandatory transfers (leave cash out, revolving energy fund, seawall maintenance, and water hydrants).

General Fund Revenues vs. Expenditures 5 Year Forecast:

This chart utilizes a forecasting module within Microsoft Excel. The model is formula based and uses historical data to predict future values. This model also incorporates the use of confidence intervals, which illustrates the potential variability in the forecasted data.

In this specific model, the confidence intervals are set at 95% and this means that 95% of future points are expected to fall within these parameters. By 2023, the potential variability for revenues is \$2,078,068 and \$790,411 for expenditures.

Revenue in these graphs are General Fund only and reflects no HART dollars pre-2019, but includes a HART infusion of \$695,000 for 2019 and beyond to cover Road Maintenance. Expenditures are categorized as total operating costs (personnel, operations & maintenance, and debt service). The expenditures also include mandatory transfers (leave cash out, revolving energy fund, seawall maintenance, and water hydrants). We are accounting for an estimated \$240,000 influx (starting in

2020) to cover costs associated with the full time Assistant Fire Chief position, operating costs for the new police station and keeping the old station in warm status.

- 2) How much would a 1% seasonal sales tax in June, July and August generate: \$599,342 based on 2017 sales tax data.
- 3) How much would each of the sales tax options presented represent in an increase per \$100 for the consumer? In order to calculate these numbers, I presumed the percent sales tax increase would be only enough to generate approximately \$390,660, or a 20 year bond for \$5,000,000 with a 4% interest rate (no additional operations and maintenance or debt service ratio applied).

Annual Payment Needed \$390,660

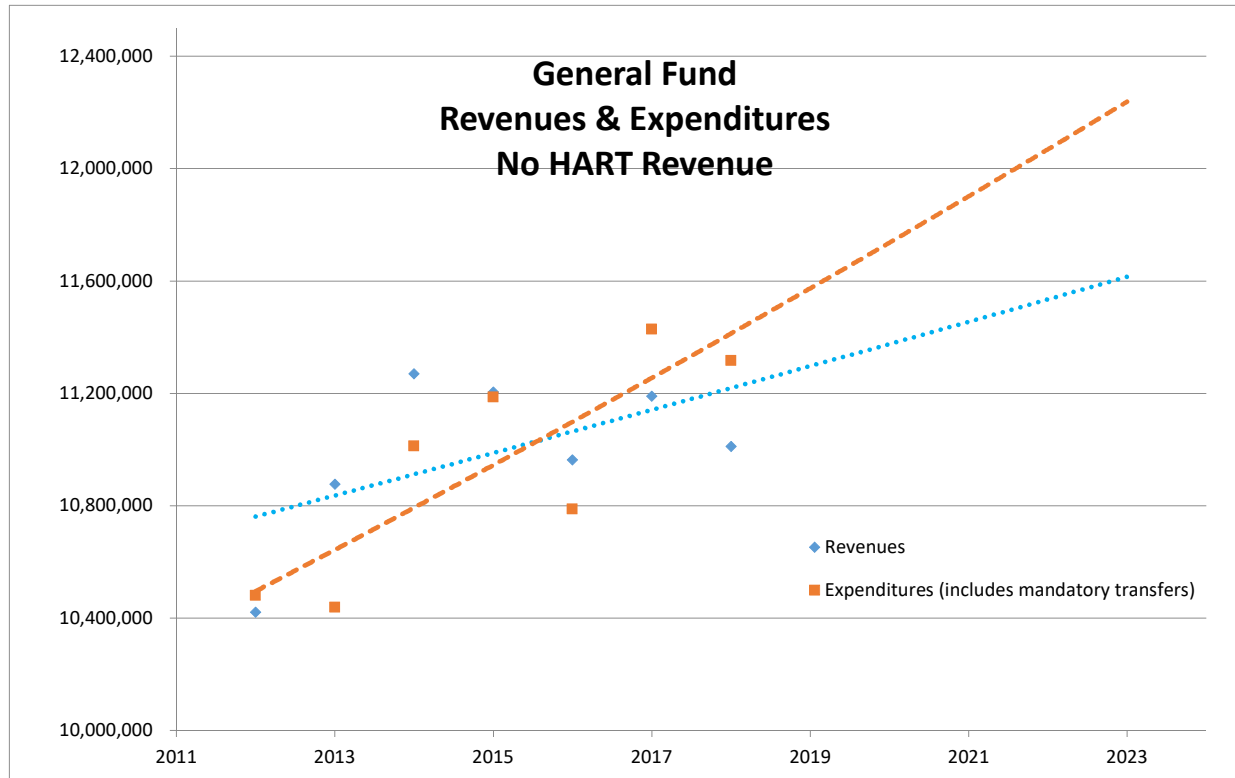
Mechanism	Rate	Generates annually based on current data	How much per \$100 for the consumer
Sales Tax (year round)	.25%	\$435,632	\$0.25
3 mo. Seasonal Sales Tax	.7%	\$419,539	\$0.70
6 mo. Seasonal Sales tax	.4%	\$466,694	\$0.40

Enc:

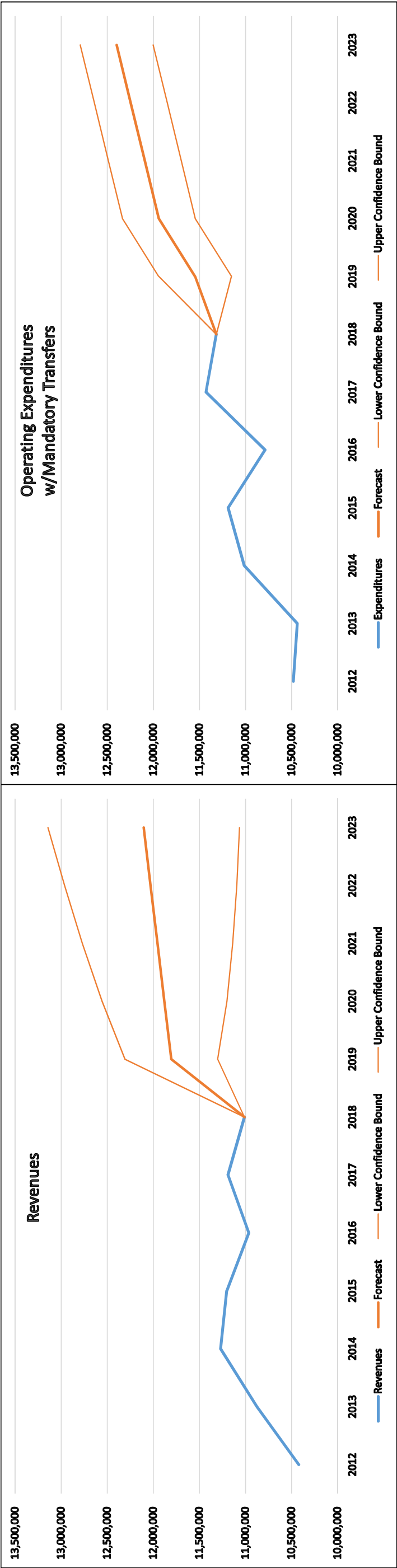
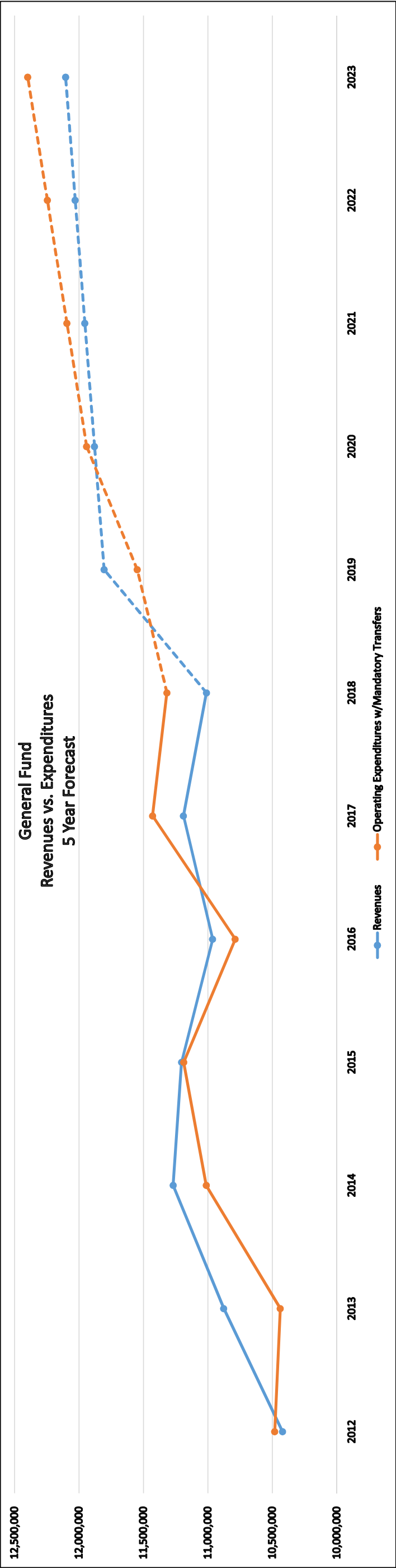
General Fund Revenues & Expenditures No HART Revenue

General Fund Revenues Vs. Expenditures 5 year Forecast

	2012	2013	2014	2015	2016	2017	2018
	Actual	Actual	Actual	Actual	Actual	Budget	Budget
Revenues (w/o HART, PERS and Shared Revenue)	10,421,071	10,876,887	11,269,498	11,204,085	10,963,369	11,189,507	11,010,965
Total Operating Expenditures	10,286,941	10,276,321	10,699,567	10,853,340	10,449,668	10,993,993	11,043,364
Mandatory Transfers	194,219	162,358	313,080	334,326	338,441	435,110	274,298
Rev - Exp	(60,090)	438,208	256,852	16,419	175,260	(239,596)	(306,697)



Mandatory Transfers: Leave Cash Out, Revolving Energy Fund, Seawall Maintenance, Water Hydrants



Notes:

- Revenue reflects no HART dollars pre-2019, but does include a HART infusion of \$695,000 for 2019 and beyond to cover Road Maintenance
- Expenditure accounts for an estimated \$240,000 influx (starting in 2020) to cover costs associated with the full time Assistant Fire Chief position, operating costs for the new police station and keeping the old station in warm status



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To: HERC Task Force
From: Julie Engebretsen, Deputy City Planner
Date: August 23, 2018
Subject: Fire Marshal Conversation, building code and occupancy considerations

Introduction: Barry spoke with Tim Fisher, about the HERC building. Below is a summary of the conversation, and some ideas for next steps. At the meeting we will go through these notes and talk about the implications. Food for thought: At what point would we have enough information to say that the building needs a major renovation in the next 5-10 years? Barry has some more research he would like to do, but please be thinking about this question.

Reiss – Memo/Record of Meeting with Tim Fisher, AK Dept. of Public Safety

19 Aug 18

Meeting was on 16 Aug 18, ~ 2:00 – 2:45, with Tim Fisher [Tim] at AK Dept of Public Safety, Fire & Life Safety, Permitting, [FM], Anchorage. Memo/Record is from my notes written directly after the meeting.

Notes: Tim read the TF 14 Aug 18 proposed “Motion” on FM review of HERC upstairs
Community Recreation Mission Statement

Personal Notes: Tim was exceedingly congenial, provided answers/instructions, and said that if the City/TF has additional questions – contact him. Best days for contacting him: Tuesday thru Thursday.

Record

Items below are in no specific order of discussion. The statements are Tim’s responses to my questions and request for clarifications.

◇ Tim has been in contact with City personnel on several occasions. The last time with Julie about a month+ ago.

◇ Previously did a favor for Homer (2014) by reviewing the HERC lower level plans for code compliance.

○ Provided a “certificate” of compliance based on City’s statements that the recommendations were done.

◇ Tim read the TF proposed “Motion” on FM review of the upstairs. I said the Motion was defeated. Tim said that was the right action.

◆ As to the “motion” and future request, Tim requires statement(s) on the **use** of the bldg. or spaces within building. Not necessarily the classification by a name, e.g. recreational, but by **intent of use/uses**. Then, FM can use the IBC and apply the formulae per 13AAC50 – occupants as function of bldg. dimension/characteristics.

Notes:

- The FM permitting group does not review, as a check, a plans set ahead of the formal submittal. Convention is to review A/E plans and their fire code classifications. [Refer to 13AAC50]
 - Are too busy with ~ 100 project plans under review and only have two reviewers.
 - The review submittal process is, conventionally, when the A/E has produced 90% - 95% plans, not 30% or 65%. The price of a submittal is based on sq. ft. of bldg.
- The classification codes are, per Tim, all about occupancy number x bldg. dimensions. Sizing per State formulae found on State Public Safety webpage in 13AAC50 dated after May 2017.

◆ Yes, State will come under the 2017/2018 IBC codes. This will officially happen in ~ six months. If City gets plans to FM in the next two months, the City can state review is under the 2012 IBC, (petition to be under the 2012 **per current 13AAC50**). If later, will have to follow 2017/2018 IBC.

◆ Fire Wall – The stairwell is required to be checked and certified as a “fire barrier” by an architect. If the architect is not sure, a structural fire certified person will be required to certify as such. Thus:

- If okay as a fire barrier, then can classify the lower and upper areas of HERC under different/separate codes.
- If not certifiable, can re-construct to meet requirement.
- If not certifiable and no-reconstruction, then the entire bldg. would be classified according to the most stringent of the classification, e.g. if “E”, then entire bldg. requires sprinklers.

◆ FM plans reviewer will accept a “**certificate**” of compliance from architects. May need electrical and structural fire certified agents’ certificates if old buildings and questions from architectural review.

- Architect would look at bldg. for bulging walls, ceiling/tile discolorations (roof leaks), wood rot, etc. Then, architect may need structural to take a look and electrical to look at wiring/panels if old bldg.
- Tim recommended City/TF contact **Larry Peek**, architect in Homer or Peter Klauder (Kenai), both of whom he has worked with and looks on favorably for code compliance

investigation. Also, an electrician, who is certified for fire compliance checks, would be less expensive.

♦ If bldg. has structural or electrical issues as noted by architect certifier, **FM will issue a stop use order.**

♦ Re: Occupancy – If “student” occupants below college level, (re ≤49) the entire bldg. would be sprinkled. The “recreational” tag is not the concern, it is the uses of the bldg. and occupant loads, etc.

♦ Since the Community College and City admin. no longer occupy the upper level, a new classification for the upper level is required – the entire bldg. would probably have to be reassessed.

- Tim said, best is to keep upper level as a “B” classification. Upper level will probably not be an A-3.

- Seems everybody wants a “B” classification.

◇ After FM review and certification, a year+ after certification, will send down a FM inspector to ensure changes made as required and bldg. **used as reported.**

- If does not meet requirements when checked or reported, **FM will issue a stop use order.**

Julie’s comments: Barry has some more research he would like to do, but please be thinking about these questions.

1. At what point would we have enough information to say that the building needs a major renovation in the next 5-10 years?
2. Is one possible scenario to use the building as is for a period of time, while watching for funding opportunities to demolish and plan for new build? (Barry’s work will help educate the decision on that potential timeframe).

WIKIPEDIA

Building occupancy classifications

Building occupancy classifications refer to categorizing structures based on their usage and are primarily used for building and fire code enforcement. They are usually defined by model building codes, and vary, somewhat, among them. Often, many of them are subdivided.

Classifications by Group

The following is based on the International Building Code, the most commonly used building code in the United States:

- Assembly (Group A) - places used for people gathering for entertainment, worship, and eating or drinking. Examples: churches, restaurants (with 50 or more possible occupants), theaters, and stadiums. Group A is divided into five sub groups:

A-1 Buildings intended for the production and viewing of performing arts or motion pictures (theaters, concert halls).

A-2 Buildings intended for food and/or drink consumption (restaurants).

A-3 Buildings intended for worship, recreation or amusement and other assembly uses not otherwise classified.

A-4 Buildings intended for viewing of indoor sporting events and activities with spectator seating (arenas).

A-5 Buildings intended for participation in or viewing outdoor activities (stadiums).

- Business (Group B) - places where *services* are provided (not to be confused with mercantile, below). Examples: banks, insurance agencies, government buildings (including police and fire stations), and doctor's offices.
- Educational (Group E) - schools and day care centers up to the 12th grade.
- Factory (Group F) - places where goods are manufactured or repaired (unless considered "High-Hazard" (below)). Examples: factories and dry cleaners.
- High-Hazard (Group H) - places involving production or storage of very flammable or toxic materials. Includes places handling explosives and/or highly toxic materials (such as fireworks, hydrogen peroxide, and cyanide).
- Institutional (Group I) - places where people are physically unable to leave without assistance. Examples: hospitals, nursing homes, and prisons. In some jurisdictions, Group I may be used to designate Industrial.
- Mercantile (Group M) - places where goods are displayed and sold. Examples: grocery stores, department stores, and gas stations.
- Residential (Group R) - places providing accommodations for overnight stay (excluding Institutional). Examples: houses, apartment buildings, hotels, and motels.
- Storage (Group S) - places where items are stored (unless considered High-Hazard). Examples: warehouses and parking garages.
- Utility and Miscellaneous (Group U) - others. Examples: water towers, barns, towers.



Example of Group F structure, the Klann Organ Company, located in Waynesboro, Virginia.

Other Considerations

Many buildings may have multiple occupancies. These are referred to as "mixed occupancies" and the different parts will be required to meet the codes for those specific areas. An example of this is a shopping mall with underground parking. The shopping area itself is Group M (mercantile), while the parking area would qualify as Group S (storage).

In places where more than one occupancy may apply, the stricter code is usually enforced. An example of this is a restaurant with seating under 50 which is not addressed in the code as either mercantile or business (this is a technical issue, but could be viewed as either or neither). Code enforcement officials will usually enforce the stricter side of the code.

References

- *International Building Code*. International Code Council. 2006. ISBN 1-58001-251-5.

Retrieved from "https://en.wikipedia.org/w/index.php?title=Building_occupancy_classifications&oldid=816343305"

This page was last edited on 20 December 2017, at 19:31 (UTC).

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To: HERC Task Force
From: Julie Engebretsen, Deputy City Planner
Date: August 23, 2018
Subject: Next Steps

Homework:

Please review the attached information about occupancy classes. At the next meeting we will talk about what recreation related use would you like to see upstairs. Discussion so far has been can we use the upstairs under B occupancy, but, we have also talked about users that are more like an A occupancy. The Fire Marshal wants to know exactly what the use will be, because he then makes a determination of which category of occupancy applies. Let talk about if we could really live with a B occupancy and users.

Attached: Occupancy Classes – brief overview from Wikipedia

Outline of final 5 meetings (Roughly)

September 11 – more in depth discussion of “Use”

September 25

October 9

October 22 – review mostly finished recommendations

November 13 – *review final document, make final recommendation or set of recommendations to City Council*

