

**NOTICE OF MEETING
REGULAR MEETING AGENDA**

- 1. CALL TO ORDER, PLEDGE OF ALLEGIANCE 6:00 P.M.**
- 2. APPROVAL OF AGENDA**
- 3. PUBLIC COMMENTS REGARDING MATTERS ON THE AGENDA** *(3 Minute Time Limit)*
- 4. RECONSIDERATION**
- 5. APPROVAL OF MINUTES**
 - A. Regular Meeting Minutes for January 8, 2019 **Page 3**
- 6. VISITORS/PRESENTATIONS** *(10 Minute Time Limit)*
 - A. Charlie Stewart, Homer Hockey Association
 - i. Letter to EDC Re: Revenue HHA Brings to Homer **Page 9**
- 7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS** *(5 Minute Time Limit)*
 - A. Homer Marine Trades Association Report
 - B. Chamber Director Report
 - C. Pioneer Avenue Task Force Report
 - D. Staff Report – Jennifer Carroll, Special Projects & Communications Coordinator
- 8. PUBLIC HEARING**
- 9. PENDING BUSINESS**
 - A. Wayfinding/Streetscape Plan
 - i. Memo to EDC Re: Recommendation to City Council **Page 17**
 - ii. DRAFT Resolution 19-007 Transportation Advisory Task Force **Page 19**
 - iii. DRAFT Memo to City Council Re: Support for Wayfinding-Streetscape Plan **Page 21**
 - B. EDC Bylaw Amendments
 - i. Memo to EDC Re: Bylaw Amendment Postponement **Page 31**
- 10. NEW BUSINESS**
 - A. 2019 Land Allocation Plan
 - i. Memo from Deputy City Planner Re: 2019 Draft Land Allocation Plan **Page 33**
 - ii. LAP Section A – Lands Available for Lease **Page 37**
 - iii. LAP Homer Spit Map of Land **Page 43**
- 11. INFORMATIONAL MATERIALS**
 - A. City Manager’s Report for January 9 & 28, 2019 **Page 45**
 - B. Commissioner Attendance at 2019 City Council Meetings **Page 57**
- 12. COMMENTS OF THE AUDIENCE** *(3 Minute Time Limit)*
- 13. COMMENTS OF THE CITY STAFF**
- 14. COMMENTS OF THE COUNCILMEMBER** *(if present)*
- 15. COMMENTS OF THE CHAIR**
- 16. COMMENTS OF THE COMMISSION**
- 17. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY, MARCH 12, 2019 at 6:00 p.m.** in the City Hall Cowles Council Chambers located at City Hall, 491 E. Pioneer Avenue, Homer, Alaska.

Session 19-01 a Regular Meeting of the Economic Development Advisory Commission was called to order by Chair Karin Marks at 6:07 p.m. on January 8, 2019 at the Cowles Council Chambers, City Hall located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

PRESENT: COMMISSIONERS MARKS, BROWN, AREVALO, GUSTAFSON, STUDENT REPRESENTATIVE HOLMES, AND COUNCILMEMBER SMITH

ABSENT: COMMISSIONERS RICHARDSON, EVANS, AND JOHNSON (excused)

STAFF: SPECIAL PROJECTS AND COMMUNICATION COORDINATOR CARROLL
DEPUTY CITY CLERK TUSSEY

APPROVAL OF AGENDA

Chair Marks requested a motion to approve the agenda.

GUSTAFSON/BROWN MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

RECONSIDERATION

APPROVAL OF MINUTES

A. Regular Meeting Minutes for November 13, 2018

Chair Marks requested a motion to approve the minutes.

BROWN/GUSTAFSON MOVED TO APPROVE THE MEETING MINUTES FROM NOVEMBER 13, 2018.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

VISITORS/PRESENTATIONS

STAFF & COUNCIL REPORT/COMMITTEE REPORTS

A. Homer Marine Trades Association Report

- i. HMTA Meeting Minutes for November 7, 2018
 - ii. HMTA Meeting Minutes for December 17, 2018
- B. Chamber Director Report
- C. Pioneer Avenue Task Force Report
- D. Staff Report – Jennifer Carroll, Special Projects & Communications Coordinator
- E. Mayor’s Meeting with Advisory Body Chair Persons – Verbal Report by Commissioner Anders Gustafson

Chair Marks acknowledged the Homer Marine Trades Association reports in the packet, that the Chamber Director was not present, and provided a brief status update on the Pioneer Avenue Task Force.

Special Projects & Communications Coordinator Carroll provided her staff report. She spoke to and facilitated discussion on the following:

- Industry Outlook Forum, hosted by KPEDD on January 9, 2019 and what it entails;
- Disaster/Emergency preparedness planning training by KPEDD: not just personal but also for Small Businesses;
- EDC Orientation packet: topic to discuss and take action on at a future meeting.

Commissioner Gustafson provided a report on Mayor Castner’s meeting with advisory body chairs/vice chairs and staff, then deferred to Councilmember Smith for additional details. Mr. Smith described what the Mayor’s goal was in regards to \$18,000 budget funds that were set aside for projects that commissions may want to propose projects for. There was discussion on the topic and how the pool of money is there for everyone to utilize, not just for one exclusive project.

There was further discussion between the Commissioners, Deputy City Clerk Tussey, and Councilmember Smith on the importance of making proper motions, recordkeeping, bringing in the public through the advisory body, and the role of the advisory commission in reporting to City Council.

PUBLIC HEARINGS

PENDING BUSINESS

- A. Wayfinding/Streetscape Plan Development
 - i. Memo from Jenny Carroll Re: Cost Estimate
 - ii. Memo from Jenny Carroll Re: Developing a Presentation to Council

Chair Marks noted the two laydowns provided by Ms. Carroll and herself, and gave a brief summary of the work the commission has done so far on wayfinding-streetscape plan development. She then deferred to Ms. Carroll for further details.

Special Projects & Communications Coordinator Carroll spoke on her work in reaching out to consultant firms for cost estimates to develop a Wayfinding-Streetscape Plan with EDC. Since the commission does not have a precise Request for Proposal (RFP) for them to respond to, the consultants gave ballpark estimates on two different products they could provide, either under a term contract or having them do certain pieces:

1. A fully-executed Wayfinding-Streetscape City Plan with the consultant doing majority of the work would run about \$30-50,000;
2. A plan where EDC conducts majority of the ground work, with the assistance of a consultant on certain sections, some written/photo context, or maps of different scales that note locations, would cost about \$15-20,000.

Commissioner Brown inquired on where these consultants are located; it was clarified that they are based in Anchorage, AK. Discussion further ensued on the components of an RFP, the process of how it is written, what EDC is recommending to City Council for a wayfinding-streetscape plan, and how that would fit into an RFP.

Commissioner Arevalo commented on how it seemed the second firm is less expensive and more flexible; she asked Ms. Carroll for her impression on the two consultants. Ms. Carroll explained her opinion on the two consultants based on her conversations with them and how they answered her questions, with no preference for one or the other.

Chair Marks opined the creation of a task force that included a consultant and other members, possibly from PARCAC. She suggested that EDC make a proposal to Council to create such a group, hire a consultant, and that some of the work could be done in increments for funding. Commissioner Brown asked for further clarification on what the scope is and what EDC is asking the consultant for. Chair Marks referenced the Scope of Work already approved by EDC outlined in Ms. Carroll's memo. The commission reiterated the reasoning behind having a plan.

Chair Marks posed the question: what is the commission's opinion on proposing a plan that is done in increments (as budget allows) or all at once (high cost). Councilmember Smith provided his comments, notably that EDC recommends hiring a consultant to update the Transportation Plan via HART funds and that the Wayfinding-Streetscape Plan gets included as a component of the Transportation Plan so it can get done all at once. The Commission extensively discussed costs for such a plan and how much time would be needed to complete a new Transportation Plan; commissioners voiced concerns with trying to get the Wayfinding-Streetscape Plan done sooner than later since the Transportation Plan may not come to fruition as soon. Mr. Smith reiterated that his suggestion is to help get EDC's plan funded, not delayed. He felt there may be more support from Council if the two plans are dovetailed together; EDC needs to come up with ways to sell the plan proposal to Council.

There was extensive discussion on funding, proposal strategizing, and the commission needing to compile a list on the "why": why is the plan important to Homer's economic development, and how will the plan implementation be a catalyst for economic development?

The Commission deliberated on possibly holding a worksession to formulate their proposal, or make a meeting schedule change to accommodate further discussion and the absence of Chair Marks during the month of March. There was general consensus among staff and commissioners on ensuring everyone does their due diligence and come prepared to the February meeting on making a final presentation. There was additional discussion on having Julie Engebretsen, Deputy Planner, at the meeting to help consult on the Transportation Plan and how EDC could propose integrating a Wayfinding-Streetscape Plan into it.

NEW BUSINESS

- A. EDC Bylaw Amendments
 - i. DRAFT 2019 Bylaws

Chair Marks introduced the agenda item and deferred to Deputy City Clerk Tussey to provide additional details. Ms. Tussey explained the process of making bylaw amendments, the timeframe that would be needed to review them, and an overall description of what the City Clerk's Office is looking to accomplish with the bylaw amendments. She recommended that with the limited time remaining at the meeting, that the commission postpone the bylaw amendments to the next meeting.

Commissioner Arevalo inquired on some of the changes, if they're based on code or policy. Ms. Carroll and Ms. Tussey provided additional comments on the proposed changes and how specifying certain months to address annual goals/responsibilities could better help the commission.

Chair Marks voiced concerns over some of the changes. Ms. Tussey responded to Chair Mark's questions and reiterated that the commission has limited time remaining at the current meeting and did not think she could provide the appropriate amount of explanation needed, therefore the commission should postpone the agenda item to the next meeting. There was brief discussion on future meeting agendas and that commissioners had the option to reach out to Ms. Tussey for further information outside of the meeting.

BROWN/AREVALO MOVED TO POSTPONE BYLAW AMENDMENTS TO THE NEXT REGULAR MEETING.

Chair Marks noted that the commissioners will need to come prepared to make any further amendments to the bylaws.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

INFORMATIONAL ITEMS

- A. Karin Marks KPEDD Letter of Appointment
- B. Katia Holmes EDC Student Representative Letter of Appointment
- C. City Manager's Report for November 26, 2018
- D. City Manager's Report for December 10, 2018
- E. Commissioner Attendance at 2019 City Council Meetings

Chair Marks noted the informational items provided in the packet. She referenced the City Council meeting schedule, noting she could attend the January 14th meeting, and asked the commissioners to volunteer for future meetings so the list could be updated.

COMMENTS OF THE AUDIENCE

COMMENTS OF CITY STAFF

Special Projects and Communication Coordinator Carroll and Deputy City Clerk Tussey had no comments.

COMMENTS OF THE COUNCILMEMBER

Councilmember Smith had no comments.

COMMENTS OF THE CHAIR

Chair Marks welcomed Katia Holmes, the new Student Representative, to the commission.

COMMENTS OF THE COMMISSION

Commissioner Arevalo thanked Mr. Smith and Ms. Carroll on their input on the Transportation Plan and making EDC aware of it.

Commissioner Brown and Gustafson had no comments.

ADJOURN

There being no further business to come before the Commission, Chair Marks adjourned the meeting at 8:18 p.m. The next regular meeting is scheduled for Tuesday, February 12, 2019 at 6:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

RACHEL TUSSEY, DEPUTY CITY CLERK I

Approved:_____

To: Homer Economic Development Commission

From: Homer Hockey Association/ Kevin Bell Arena

Dear EDC,

This document is intended to serve as a follow up to the initial presentation made to your commission. There were questions asked and we have attempted to answer them. We would happily return before your commission to answer additional questions or clarify these answers.

When we came before your commission, we had requested you ask the City Council to provide funding to support our efforts. We would still like that to happen.

This is a long answer to the question of how we determined the revenue the KB/HHA brings to Homer.

Intro into Youth Hockey in Alaska

The way youth hockey works in Alaska, there is a governing body called the Alaska State Hockey Association or ASHA. They decide the structure and make decisions on rules, play, or practice changes. Every hockey association, Homer Hockey Association included, has a representative on the board of ASHA. They govern the age groups 6U-18U, 6U refers to age group 6 years old and under. Age groups are every even year, so 6U,8U,10U and so on. Homer currently fields an 8U, 10U, 12U, 14U, 18U team.

All these players pay to belong to USA Hockey which provides a means of identifying players, provides catastrophic insurance, and sometimes a hat.

These teams all travel to play teams in Anchorage, the valley, and of course the Peninsula.

Each of these teams have to play a certain number of games with a set roster to be eligible to play in the Alaska State Tournament. Our teams play around 20 games per year. ASHA sets the minimum number of games but teams can play as many as they want. Teams reciprocate home games as per ASHA rules. So, if our teams travel to play someone, that team must travel to Homer to play us, if the Homer team wants. When the teams come to Homer they submit a roster to our registrar that lists players and coaches. From these rosters we determine the number of out of town participants for the regular season games.

The ASHA board determines who gets to host the State Tournaments and when they are held. Alaska State Hockey tournaments tend to have ten to fifteen teams with each team having between 10-18 members, two or three coaches, and varying numbers of entourage.

There are smaller tournaments throughout the season depending on the amount of organization each team has and the desire to host. The smaller tournaments usually involve four games; one on Friday, two on Saturday, and one on Sunday. The larger state tournaments take four to five days to get all the games in. Again roster are submitted and we can get an tally of numbers of participants.

The High School team has a different governing body, but the roster concept is the same.

All teams have to submit a roster for each game listing all participating skaters and coaches. This list is checked by each association's registrar to insure each player is USA Hockey certified and eligible for the game. This is how we as get an accurate count of visitors from out of town.

Adult Skaters

There is no governing body for adult play. There is the same insurance, USA Hockey, that covers all the games. Everyone pays to be a member of USA Hockey, just like the youth, and in return gets catastrophic insurance coverage and sometimes a hat. Adults play in tournaments as teams or as individuals, a jamboree format; either way the names are submitted to the registrar to confirm USA Hockey membership, again giving us accurate numbers of participants. There are tournaments basically every month of the season and Homer traditionally hosts four.

By using the registrar's log of skaters and by asking teams how many supporters came with them we determine the number of visitors we bring to Homer. Last year's number was 1024 visitors for an average of three days/ two nights per visit.

This number doesn't reflect the local user group's actions were there not to be a rink here. Prior to the rink being in Homer the Hockey program hosted its home games in Kenai. Not only would the visitors not be coming to Homer; Homer families would become visitor numbers in Kenai or Soldotna.

A member of our board, took this number and multiplied it by the daily tourism rate as provided by the State of Alaska Division of Economic Development. That amount was then used as part of the amount of revenue the arena brought to Homer.

We don't really feel this is an accurate way to determine our impact. We do feel that the numbers of visitors we bring to the town is accurate and provides a meaningful account of what the Arena currently does to add to the economy of Homer.

Staffing

We currently have one full time rink manager, two part time managers, and the best bookkeeper ever as paid staff. This is a workable staff level; however we would like to be able to add either a program development director or an executive director position. We are currently looking for grant opportunities to fund such a position. This year's budget has \$72,000 allocated to salaries.

Utilities

We currently budget \$70,770 for water, electric, and natural gas. Our telephone and internet run around \$2300.

We used a combination of these numbers to come up with the estimated amount of revenue brought to the city.

There was a question as to how the KBA/HHA plans to become sustainable. Another longish answer follows:

The history of the Kevin Bell Arena began in 2004 with a Memorandum of Understanding with the City of Homer for joint management of a recreation center between the city and the HHA, depending on the season. The path that the HHA has followed since then, in understanding how to manage, maintain and pay for an ice arena, has been up and down. There is no model of a non-profit operating an ice rink without municipal support in this state, so the education has been stressful on the staff and volunteers, who have done well to keep the rink solvent over the past twelve years. This past year, we reached an agreement for a thirty year lease with the Homer Spit Property group. This gives us a never-before sense of relief and security that our current location has a permanent feel and a clear and manageable financial picture.

We generate revenue through selling ice, we hold fundraisers and write grants, and we charge our users a membership fee. The accompanying pie charts will hopefully illustrate this, as well as our expenses. While we don't generate enough revenue from ice sales to fully meet our budget; we have developed relationships with foundations, and their donations, as well as our other fundraising, have helped us not only keep to our balanced budget but come out on the plus side.

If there is a question about our sustainability, it would come from our budgets' dependence on volunteer effort. Our studies on non-profits show that, over time, there can be a drop-off in volunteer effort in most cases. We have yet to see that manifest itself, but we are taking steps to add to our staff.

While our staff is great and has been stable for the past six years, we are interested in adding to it. We are looking for a capacity grant that would allow us to hire a development director to take some of the burden off of the board and our other volunteers. This position would put our organization more in line with other non-profits in terms of staffing.

Looking at the pie charts again, it is easy to see that our debt service takes up a large part of our budget. If we had a smaller, less professional arena, our association would have an easier time meeting our budget. We would however, not have folks travelling to Homer to play nor would we have the State allowing us to host their tournament here. We have asked to keep the debt service of the rink on the Cities' CIP list for many years now. While we hold little hope for the State to have a windfall of funds, our debt is always on our mind and we continue to seek solutions.

There was a question as to the cost of tournaments:

An individual game at our arena costs a youth team three hundred dollars for the ice, one hundred dollars for referees, fifty dollars for timekeeping and scoreboard. Or $\$300 + \$100 + \$50 = \450 per game. This cost is borne by each team that hosts a home game at our arena. If we could lower this cost to our teams, they would likely try to get more teams to travel to Homer.

Adult tournaments are priced at break even by all groups. This is necessary as it is difficult to get folks to travel in the winter. If we could subsidize our tournaments so that the entry fee was lower, we could get more teams to come down.

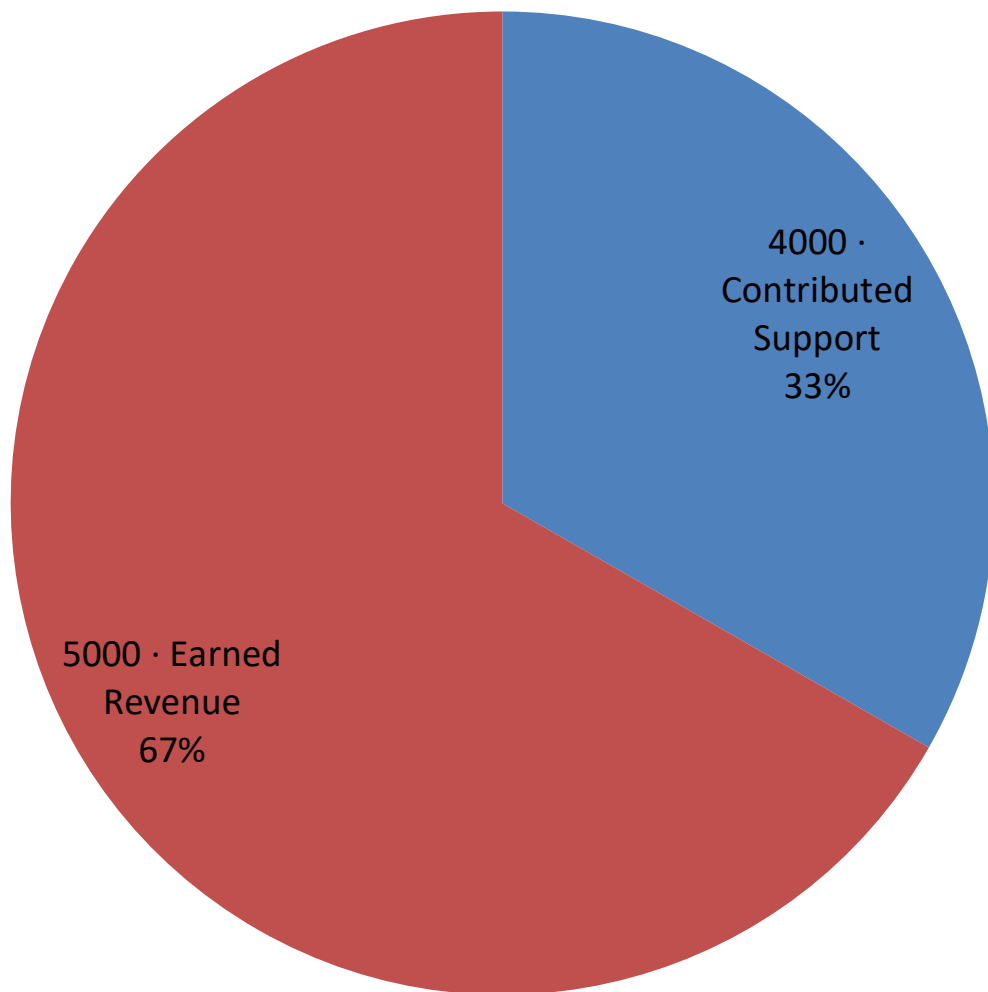
There are a great many hours put in by volunteers to organize, schedule, and clean for these events. Our volunteers make sure that each team and attendee has a great experience. We can't really put a price tag on that.

	May '17 - Apr 18
Ordinary Income/Expense	
Income	
4000 · Contributed Support	114,570.73
5000 · Earned Revenue	229,751.12
Total Income	344,321.85
Expense	
6000 · Homer Hockey	23,176.83
7000 · Salaries & Wages (gross)	50,258.25
7100 · Payroll Taxes	4,593.56
8100 · Administrative Expenses	4,955.30
8200 · Professional Fees	1,816.00
8240 · Dasher Boards/Banners	199.88
8280 · Freight	150.00
8290 · Rent	535.50
8300 · Insurance	14,482.92
8700 · Facility Expenses	103,724.94
8900 · Bank Service Charges	722.30
8950 · Electronic Processing Fees	92.89
Total Expense	204,708.37
Net Ordinary Income	139,613.48
Other Income/Expense	
Other Income	6.01
Other Expense (Escrow payments)	125,732.28
Net Other Income	-125,726.27
Net Income	13,887.21

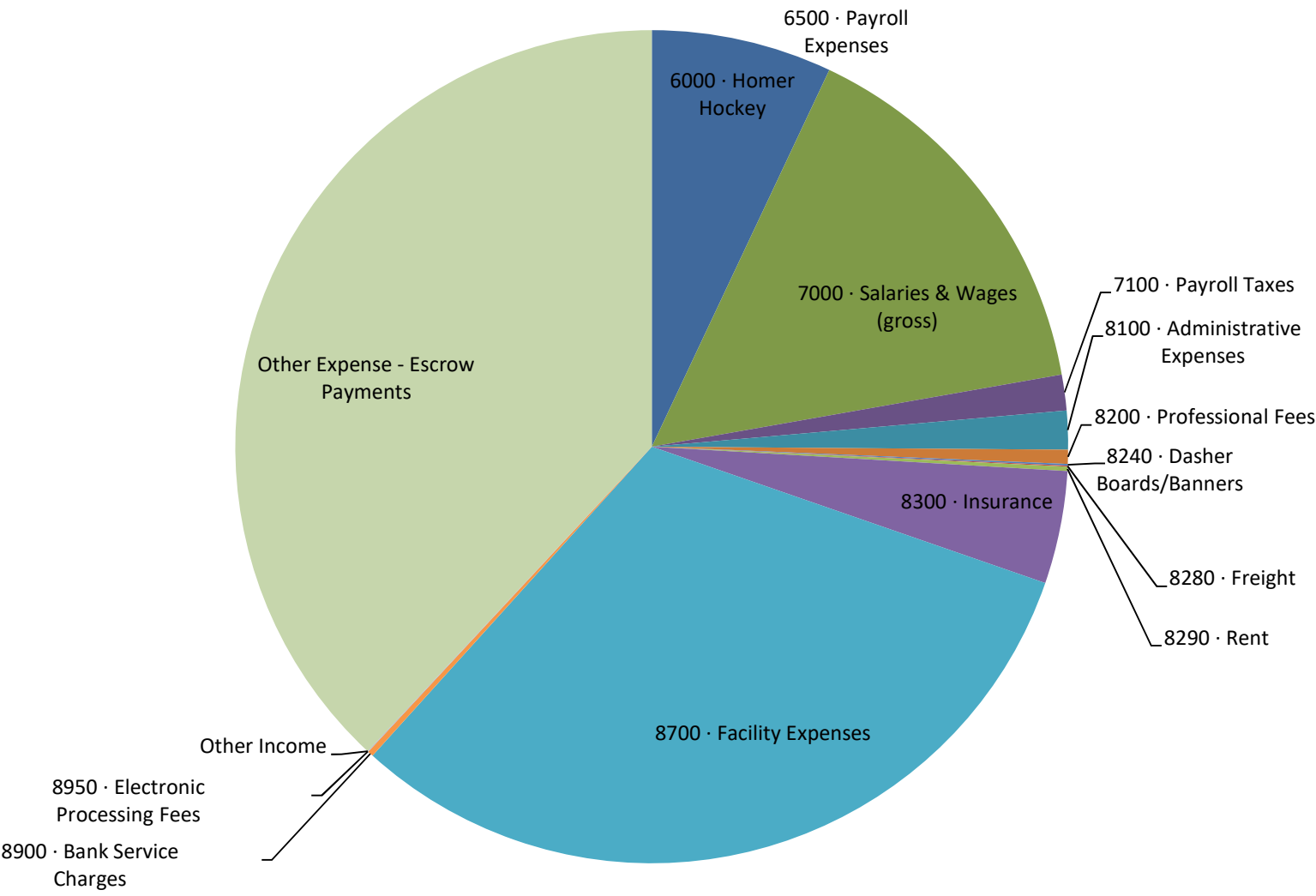
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8290 · Rent	535.50
8300 · Insurance	14,482.92
8700 · Facility Expenses	103,724.94
8900 · Bank Service Charges	722.30
8950 · Electronic Processing Fees	92.89
Other Income	6.01
Other Expense - Escrow Payments	125,732.28
Total Expense	\$330,446.66
Net Ordinary Income	\$13,875.19

Homer Hockey Association Income

5/1/17 - 4/30/18



Homer Hockey Association Expenses 5/1/17 - 4/30/18





City of Homer

www.cityofhomer-ak.gov

Administration

491 East Pioneer Avenue
Homer, Alaska 99603

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Memorandum

TO: ECONOMIC DEVELOPMENT ADVISORY COMMISSION
FROM: JENNY CARROLL, SPECIAL PROJECTS & COMMUNICATIONS COORDINATOR
DATE: FEBRUARY 6, 2019
SUBJECT: WAYFINDING-STREETScape PLAN RECOMMENDATION TO CITY COUNCIL

The purpose of this memo is to present a revised draft memo to City Council stating EDC's support for establishing an Area Transportation Plan Task Force, and recommending the Task Force include Wayfinding-Streetscape planning as a major component of the new plan.

As discussed at the EDC's February 5th Worksession, Councilmember Erickson recently introduced Resolution 19-007 (see attached) to establish a Transportation Advisory Task Force with the Express Purpose of Advising the Planning Commission on the Homer Area Transportation Plan. This resolution, still in draft form, listed several topics for the Task Force to consider, including "Walkable/bike-able" and "Tourist summer increase with foot travel...."

In light of this, the EDC is considering supporting the establishment of the Task Force and advocating that the Transportation Plan be a multi-modal plan (covering both motorized and non-motorized modes of transportation), and that the Task Force include Wayfinding-Streetscape planning as one of the components of the new plan.

Provided is a draft memo supporting the Commission's recommendation. Please review it and be prepared at the meeting with any suggestions for corrections. If this EDC motion passes, the memorandum will be presented to City Council at their February 25th meeting along with Councilmember Erickson's revised resolution.

The EDC is also scheduled to give a short presentation at that February 25th meeting to summarize your work to-date on Wayfinding-Streetscape planning and your recommendation to City Council. I will be helping you prepare that presentation. I recommend two EDC Commissioners make the presentation, and that other Commissioners attend the meeting to show support for your recommendation.

RECOMMENDATION

Make a motion recommending that City Council adopts a resolution to establish a Task Force to advise the HPAC on updating the Homer Area Transportation Plan, and recommending the Task Force include Wayfinding-Streetscape planning as a major component of the new plan.

**CITY OF HOMER
HOMER, ALASKA**

Erickson

RESOLUTION 19-007

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
ESTABLISHING A TRANSPORTATION ADVISORY TASK FORCE WITH
THE EXPRESSED PURPOSE OF ADVISING THE ADVISORY
PLANNING COMMISSION ON THE HOMER AREA
TRANSPORTATION PLAN.

WHEREAS, The Transportation Advisory Committee (TAC) was disbanded in 2014 in an effort to reduce the cost and work load associated with boards and Commissions; and

WHEREAS, The duties and responsibilities of the TAC were given to the Advisory Planning Commission; and

WHEREAS, The Advisory Planning Commission is fully tasked with Planning duties; and

WHEREAS, There has been significant interest by City Council and the Advisory Planning Commission in updating the Homer Area Transportation Plan from 2005; and

WHEREAS, It is important that the Advisory Planning Commission take into account input from the diversity of Homer users of the transportation network; and

WHEREAS, The Transportation Advisory Task Force can play an important role in advising the Advisory Planning Commission on functional and relevant updates to the Transportation Plan; and

WHEREAS, In recognition of the time and cost associated with staff and the public for Task Forces, Committees and Commissions, the Transportation Advisory Task Force would be very short-lived and be disbanded after answering the proposed questions below.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska establishes the Transportation Advisory Task Force with the expressed purpose of providing real world input to the Advisory Planning Commission as they begin work on updates to the Homer Area Transportation Plan.

BE IT FURTHER RESOLVED that the Task Force will provide input on the following factors regarding mobility within the City of Homer in the future:

1. Connectivity to Kachemak City and beyond (up the bay)

2. If the railroad came in
3. If the Port was used as a freight port
4. Goods and services movement through the City and beyond
5. Terrain constraints
 - a. Slopes
 - b. Waterways
 - c. Storm drains
 - d. Ice/ snow constrictions
6. Walkable/bikeable
7. Tourist summer increase with foot travel, larger motor homes with boats or trailers

BE IT FURTHER RESOLVED that the Task Force will consist of seven members including one member from the Parks, Art, Recreation and Culture Advisory Commission, Advisory Planning Commission, Port and Harbor Advisory Commission and Economic Development Advisory Commission, a representative from the Homer Chamber of Commerce, a representative from the Homer Marine Trades Association and a member who works in the trucking industry. All members must be residents of the southern Kenai Peninsula. The deadline to apply for the Task Force will be February 18, 2019 with appointments made by the Mayor and confirmed by Council at the February 25, 2019 meeting.

BE IT FURTHER RESOLVED the Task Force will follow basic meeting rules as outlined in Homer City Code 2.58.050 (a- i) and the City Council Operating Manual.

BE IT FURTHER RESOLVED the Task Force meetings will commence March 1, 2019 and will set its own meeting schedule during regular business hours and will disband May 1, 2019 unless extended by City Council.

PASSED AND ADOPTED by the Homer City Council this ____ day of _____, 2019.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal note: Advertising and Staff time



City of Homer

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Administration

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Memorandum

TO: MAYOR CASTNER AND HOMER CITY COUNCIL

FROM: ECONOMIC DEVELOPMENT ADVISORY COMMISSION

THRU: JENNY CARROLL, SPECIAL PROJECTS & COMMUNICATIONS COORDINATOR

DATE: FEBRUARY 6, 2019

SUBJECT: SUPPORT FOR DEVELOPING A WAYFINDING-STREETScape PLAN FOR THE CITY OF HOMER

This memorandum provides background information on the EDC's support for establishing an Area Transportation Plan Task Force to advise on the scope of a plan update, and recommending the Task Force include Wayfinding-Streetscape planning as a major component of the new plan.

Since March 2018, after completing the Business Retention & Expansion Survey Report, the Economic Development Advisory Commission has been exploring how a Homer Wayfinding and Streetscape Plan addresses the top survey suggestions on how to improve Homer's business climate and quality of life. Those suggestions from the BR&E Survey are: "Beautification improvements", and "Improved walkability and greenspace".

What is Wayfinding and Streetscape?

Wayfinding is the art of using landmarks, signage, and pathways to help people navigate and experience a place.

Streetscape refers to landscape amenities that reinforce safety and comfort, and that help secure pedestrians' interest in exploring Homer on foot.

Why Does Homer Need a Wayfinding-Streetscape Plan?

Economic Justification

The Homer Spit and 'Old Town' have been areas of renewed public interest thanks to place making and investments in pedestrian facilities. Interest in improving Pioneer Avenue has been growing, evidenced by the Pioneer Avenue Revitalization Task Force's efforts to create a more attractive, vibrant business district. And while the City and other organizations have invested recently in footpaths and sidewalks, Homer still lacks a wayfinding system so that the traveling public can easily navigate those paths. Furthermore, Homer was developed in the automobile age: Pioneer Avenue is over a mile long and Homer's destination districts (Homer Spit, Old Town, and Pioneer) are quite spread out.

Spreading the economic benefits of visitor spending across Homer requires the confidence to make the journey and comforts along the way, as well as knowledge of the opportunities. The EDC recommends (1) a good wayfinding plan that quietly helps people orient themselves to where they are and helps people get where they want to be; and (2) streetscape amenities that encourage people to get out of their vehicles and make longer journeys on foot, increasing their exposure to businesses and enjoyment of interests along the way.

A Wayfinding-Streetscape system for Homer supports economic development:

- Improved pedestrian understanding of neighborhoods, landmarks, and amenities increases the opportunities for people finding and using commercial resources in these areas.
- Positive maneuverability contributes to positive experiences in Homer, making Homer a place people want to visit, return to, and live in.
- Cohesive, thoughtful designs that reflect the distinctive and creative character of Homer will contribute to Homer's reputation as an attractive destination and increase activity on the street; people that visit and patronize Homer's three distinct business 'districts' do so partly for the unique experience they offer.
- These factors in turn encourage business investments.

Examples of Application

The plan would be used by the City to guide future City purchases and placement of enhancements such as trash receptacles, benches, pocket parks, etc.; to make landscaping decisions; and to fund and install wayfinding signage. Having such a comprehensive signage/wayfinding plan will save the City staff time and money in the long run: as the need to make decisions arise, they will be efficiently addressed with an easy-to-follow plan that makes the overall process less time-consuming and difficult for City Staff.

Additionally, private businesses may choose to augment the City's efforts by utilizing the plant list; by purchasing coordinating trash receptacles, benches, etc.; or by hosting a wayfinding location. For example, the Realtor's Association offered the City funds to purchase benches around town. Kachemak Heritage Land Trust asked what the City's general wayfinding sign design would be for Pioneer Avenue since they are developing signage for the new Poopdeck Trail and want to provide a coordinated look.

Is there Support for a Wayfinding-Streetscape Plan?

Consistent with City of Homer Plans

A Wayfinding-Streetscape system in Homer is consistent with goals and recommendations in already-established City of Homer Plans:

- Goal 5 of the Homer Comprehensive Plan;
- Goal 1 of the Comp Plan's Economic Vitality Plan;
- Goal 2.5 of the Homer Spit Comprehensive Plan;
- Policy 3 Recommendation in the Homer Non-Motorized Transportation & Trail Plan;
- Development goals outlined in the Town Center Development Plan included enhancing signage and streetscape amenities.

Community Support

Letters of support from the following organizations are included as backup to this memo:

- Pioneer Avenue Revitalization Task Force members and affiliates
- Homer Public Library Director, Ann Dixon
- Pratt Museum
- Homer Chamber of Commerce

Why Is the Transportation Plan Task Force a Viable Way to Proceed?

The EDC, after working on the Wayfinding-Streetscape proposal for eleven months, has developed a well-reasoned project scope to recommend to City Council, has solidified the economic/quality of life reasons to support a Wayfinding-Streetscape plan for Homer and opened discussions of how to fund the plan's development/implementation.

The EDC weighed different options for completing/implementing a Wayfinding-Streetscape Plan, and was preparing to recommend that Council authorize a Wayfinding-Streetscape Task Force, which would utilize local expertise and planning capacity to develop parts of the plan and make recommendations to Council for contracting a professional firm to finalize the plan and provide design options.

Then, Councilmember Erickson introduced Resolution 19-007 to establish a Task Force to advise the HPAC on updating the Homer Area Transportation Plan. Resolution 19-007 included 'Walkable/bike-able' and 'Tourist summer increase with foot travel...' as items for the Task Force (of similar composition) to explore.

In light of this, the EDC supports City Council in establishing an Area Transportation Plan Task Force to advise on the scope of the plan update, and recommending the Task Force include Wayfinding-Streetscape planning as a major component of the new plan.

The EDC supports updating the Homer Area Transportation Plan. Vehicle traffic is growing steadily in Homer and its safe, efficient flow is important to economic development. EDC also strongly supports the inclusion of non-motorized transportation elements (including wayfinding-streetscape) as part of the scope of work.

The City's area transportation plan will help create the future so it's important to consider the overall context of long-term planning decisions. A multi-modal approach to transportation planning:

- Recognizes the complimentary, interconnected nature of motorized and non-motorized modes of travel. Most transit trips include walking links; improving wayfinding and walking conditions tends to increase transit demand and vice versa.
- Recognizes that non-motorized options, if available and of sufficient quality, can reduce vehicle congestion.
- Recognizes the various demographic and economic trends that are likely to affect future travel demands. Our aging population, increased development of subdivisions close to the center of town, increased health and environmental concerns, and changing consumer preferences are increasing demand for non-auto travel.

A multi-modal area transportation plan allows the City to respond to changing travel demands and emerging community needs, is a good strategy for building desirable neighborhoods and can spur economic vitality for business and tourism.

What is EDC Recommending the Task Force Focus On?

Over the last several months, with a limited, stand-alone Wayfinding-Streetscape plan in mind, the EDC formulated a Scope of Work and suggested Project Area. While a streetscape-wayfinding plan may expand or change as part of an update to an area transportation plan, below is the EDC's vision, which can help guide the work of a Task Force.

Homer is a small city with relatively few main thoroughfares. A limited City budget and staff capacity does not allow for a huge rollout and, likewise, requires consideration of maintenance costs over time.

The Wayfinding-Streetscape Plan should be able to be implemented in phases over multiple years as budget becomes available. The plan produced should ideally prioritize improvements, identify potential funding sources, and consider existing City resources and equipment to ensure effective ongoing maintenance.

EDC's Project Area Recommendation

The area covered by this plan includes Pioneer Avenue from the Sterling Highway to Lake Street, and its connections to points of interest within the Central Business District. While there will be a concentration on Pioneer Avenue, connections to and wayfinding between the Central Business District, Old Town, Ocean Drive and the Homer Spit should be evaluated and included, as well as orientation wayfinding at Baycrest Overlook, Homer Airport Terminal and the Pioneer/Deep Water Dock, Homer's three main gateways. The project area includes local and State rights-of-way.

EDC's Project Scope Recommendations

The Wayfinding-Streetscape Plan will primarily emphasize:

- 1) Pedestrian experience, with attention to continuity of vehicle signage, particularly at route decision points and Homer's gateways; and
- 2) Design that is cohesive, but not necessarily identical and that enhances and reflects the distinctive and creative character of Homer.

The plan should consider all aspects of technological and physical wayfinding signage and tools, keeping signage 'clutter' to a minimum.

Wayfinding Scope:

- 1) Assist pedestrians navigating Pioneer Avenue and to points of interest in the Central Business District.
- 2) Orientation wayfinding at Homer's gateways.
- 3) Making connections between Homer's destination areas (i.e. Old Town, the Spit, Farmer's Market and others as identified and agreed upon.)
- 4) Work with Emergency Management to delineate tsunami safe zones on Homer's roads/trails as necessary.

Streetscape Scope:

- 1) Plan should propose realistic streetscape and public space improvement options along Pioneer Avenue and to points of interest within the Central Business District.
- 2) A strategic approach for implementation of any combination of the following possible elements: accessibility, banners, landscaping (plant lists, use of gardens), bench locations for rests/view, pocket parks, pedestrian crossings/safety and aesthetics including the possibility of decorative crosswalks/hardscapes, trashcans.

RECOMMENDATION

Adopt Resolution 19-007, to establish a Task Force to advise the HPAC on updating the Homer Area Transportation Plan, and recommending the Task Force include Wayfinding-Streetscape planning as a major component of the new plan.

From: [Jennifer Carroll](#)
To: [Renee Krause](#)
Subject: FW: Homer Library Input for the EDC Wayfinding Project
Date: Wednesday, May 16, 2018 1:05:48 PM

From: Jennifer Carroll
Sent: Wednesday, May 16, 2018 1:04 PM
To: Ann Dixon <adixon@ci.homer.ak.us>
Subject: RE: Homer Library Input for the EDC Wayfinding Project

Thank you Ann.

I will forward this to the clerks for inclusion in our next meeting's packet.

Jenny

Jenny Carroll
Special Projects and Communications Coordinator
City of Homer
491 East Pioneer Avenue
Homer, AK 99603
907-235-8121 ext 2246

From: Ann Dixon
Sent: Wednesday, May 16, 2018 1:02 PM
To: Jennifer Carroll <JCarroll@ci.homer.ak.us>
Subject: Homer Library Input for the EDC Wayfinding Project

Jenny,

I was interested to hear about the Economic Development Commission's Wayfinding project and would like to make some comments from the Library's perspective.

Visitors to Homer frequently ask us for directions, especially during the summer and especially on cruise ship days. Many visitors are on foot so it's always a dilemma whether to give them the street directions, which are usually the simplest to explain but not necessarily the most pleasant for walking, or trail directions, which are more enjoyable for walking but harder to find. We have maps but without directional signage on the ground, those can be confusing.

We've discussed having signage on library property to orient people toward their destinations, such as Pioneer Avenue, Islands and Ocean, Pratt Museum, the Spit, Bishop's Beach/Old Town, etc. We'd love to be part of a city-wide project to plan and implement wayfinding aids, rather than the Library making up its own. It would be great if the Library could be included in signage from other parts of town, as well, to assist



PRATT
museum

homer society of
natural history, inc.

May 2, 2018

Economic Development Advisory Commission
City of Homer
ATTN: Karin Marks, Chair

Dear Homer Economic Advisory Commission (EDC):

The Homer Society of Natural History, Inc. DBA Pratt Museum supports the Economic Development Advisory Commission's efforts to request City approval for an integrated "Streetscape" or wayfinding plan. Similar plans in other Alaskan communities have served to make visitor centers and shopping opportunities more visually accessible to out-of-town visitors, which benefits our local businesses and organizations. A wayfinding plan would, from the perspective of these visitors, unify the "centers" of Pioneer Avenue, Old Town, and the Spit. Once the initial design framework has been created, participating businesses and organizations would be able to seek grant funding to participate in creating and placing benches, site signs, and public gathering spots.

One local network championing this project is the Pioneer Avenue Revitalization Taskforce (PART). PART has been working for several years as a group of volunteers representing a broad spectrum of the Homer community. This team of volunteers is comprised not just of businesses and nonprofits located along Pioneer; they are businesses, nonprofits, and associations from throughout the community who recognize that Pioneer Avenue is both an historical part of Homer and one of Homer's vibrant commercial/retail centers.

The Pratt Museum operates within the Pioneer Avenue corridor and participates in the Pioneer Avenue Revitalization efforts. While the Museum is well-marked on local maps and tourist flyers, the museum gets very little drive-by business. Visitors need to be guided to the Pioneer business center in order to find us. Those who do visit the Museum not only learn about the history, ecology, and cultural components of the area, they are encouraged to visit other local businesses for shopping, dining, and adventure travel. If the City of Homer invests in a wayfinding design framework, the Pratt Museum anticipates utilizing the framework when installing new signage on the Museum grounds.

Sincerely,

Laurie K. Stuart
Executive Director
907-435-3333
director@prattmuseum.org



3779 Bartlett Street, Homer, Alaska 99603 • tel 907-235-8635 • fax 907-235-2764 • info@prattmuseum.org



Our Mission: To support our membership through cooperative economic development and community service.

Received
City Clerk's Office
APR 16 2018
City of Homer

April 11, 2018

City of Homer
Economic Development Commission
491 E Pioneer Ave

Dear Commissioners;

The Homer Chamber of Commerce & Visitor Center's mission is: To support our membership through cooperative economic development and community service. Our 498 active members rely on the Chamber to support enhancement of the economic sector and bettering the business viability in our community. We appreciate the time and effort the Commission took to create the Business Retention and Expansion Survey and after careful review of the completed survey we acknowledge the connectivity of Homer is an area of needed improvement.

As a Chamber we continue to build our information infrastructure with careful review and analytics of how our information is delivered to consumers. We see value in increasing our own informational technologies and we are embarking on a subcommittee to explore enhancements to our current technology.

As with technology it is important to continue to make improvements to our visibility, accessibility and signage. Currently we provide signage and volunteer hosts during days cruise ships at port. Even with our guest hosts at bus stops we find that visitors do get lost or disoriented. Independent and RV travelers find it difficult to navigate Homer due to lack of signage. Continuing to improve on the walkability of Homer and access to all it offers would be a logical area of discussion within the EDC.

All our visitors would benefit from wayfaring signage and benches at some of the city-designated trolley spots if funding were made available.

Thank you,

Debbie Speakman
Debbie Speakman
Executive Director

Dear Homer Economic Advisory Commission (EDC),

The Pioneer Ave Revitalization Task Force has been working for several years as a group of volunteers representing a broad spectrum of the Homer community. Recognizing Pioneer Ave as a historical part of Homer, a central location and one of Homer's commercial/retail centers, the volunteers are not just from businesses and nonprofits found on Pioneer but businesses, nonprofits and associations from throughout the community. This broad-based Task Force occurs because there is a recognition that Pioneer Ave and its' revitalization is necessary in order to promote downtown economic development for visitors and residents. With the time, expertise, energy and money delivered by this diverse group, the Task Force has been able to provide murals, gardens and a new energy to Pioneer Ave. This action is creating commercial synergy.

The Task Force is also aware of the short-term action item the EDC has developed from the Homer Business Retention and Expansion Survey that they concluded in October 2017 "exploring public-private partnerships to create a master plan for a more vibrant, connected central commercial district". Also, the Task Force continues ongoing discussions on the need for wayfinding signage, benches, trash receptacles and possibly small gathering points plus the continued development of new gardens and murals. With these factors in mind, the Task Force would like to encourage and support the EDC in their efforts toward accomplishing this particular short-term action item. These improvements can be powerful drivers of new investment in the City, particularly from small businesses which in turn can create greater property and sales tax revenue.

Creating a plan for a framework would address connectedness of Homer as well as a Streetscape. As defined in the concept of "Streetscape", streets are public places where people engage in various activities including shopping, dining, working, strolling, living. A community Streetscape includes natural and built aspects often of small components that create a visual impact. With the City investing in such an armature, it would allow for reaching out for more grants and involvement to accomplish

an integrated Homer. An integrated Homer that brings us together and still allows for the individuality of spaces and sections of Homer; a characteristic that makes Homer unique. This is a concept that can actually embrace all parts of Homer.

The Task Force supports the EDC submitting a resolution to the City Council for funding a Streetscape plan.

Art SHOP Rentals (Karin)
Homer Chamber of Commerce
Alaska Peonies (Rita Jo)

HCOA - Peggy Paver

Homer Real Estate - Angie Newby
Kachemak Center Redevelopment Project
Chris + Angie Newby

Art Shop Gallery - Joell Restad

✓ HCOA (Peggy)
Pratt (Gaurio)
Bunnell (Addie)
Chris Matthews
(Off Shore)
✓ AK Peonies
(Rita Jo)
Homer Garden Club
(Barbara Kennedy)
Delora Brown
B+B
Homer ~~Chamber~~



City of Homer

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(f) 907-235-3143

Memorandum

TO: CHAIR MARKS AND THE ECONOMIC DEVELOPMENT ADVISORY COMMISSION

FROM: MELISSA JACOBSEN, MMC, CITY CLERK

DATE: FEBRUARY 6, 2019

SUBJECT: BYLAW POSTPONEMENT

Deputy City Clerk Tussey and I have been working with several commissions to update their bylaws and during this process some inconsistencies have been identified between city code and the bylaws.

It is in the best interest of everyone's time to resolve the inconsistencies before the Commission approves their updated bylaws, therefore the City Clerk's Office requests more time for research and to work with the City Attorney if needed. It is our goal to have the bylaw review completed in time for the Commission's March meeting.

RECOMMENDATION:

Postpone action on the Economic Development Advisory Commission bylaws to the March 12, 2019 regular meeting agenda.



City of Homer

www.cityofhomer-ak.gov

Planning

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Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

Memorandum

TO: Port and Harbor and Economic Development Advisory Commissions
FROM: Julie Engebretsen, Deputy City Planner
DATE: January 14, 2019
SUBJECT: 2019 Draft Land Allocation Plan

Requested Actions:

1. Recommend any new lands that should be made available for long-term lease.
2. Select a representative or two to attend a work session with City Council on March 11th.

Background

Homer City Code Title 18.08 regulates city property leases. Each year, the City Council reviews and passes a resolution on which lands should be available for lease. In June 2018, Council amended Title 18, so there are some changes this year in our process compared to previous years. Most notable is Council will return to having a work session with Commissions. Please select one or two interested Commissioners (or the Chair) to represent the Commission at the work session.

Most City leasing occurs on the Spit and at the airport terminal. The Port and Harbor Commission usually provides the most detailed comments about the Spit, as they typically are most familiar with area operations and long-term leases. The Port and Harbor and Economic Development Commissions provide comments by memorandum to the Council. There is also a work session with Council, on March 11th. Please plan to send the Commission chair or their designee to participate in the work session. The kinds of comments that code solicits include: which parcels should be available for lease, the lease rate, preferred length of the lease term, and any requirements, preferences or restrictions regarding use and or development.

Requested Actions:

1. Recommend any new lands the City should offer for long-term lease.
2. Comment on the Lease Committee recommendations

Attachments:

1. HCC 21.08.020
2. 2019 Draft Land Allocation Plan, Lands available for long term lease
3. Map, City lands on the Homer Spit

18.08.020 Land allocation plan – Property available for lease.

a. Unless dedicated or reserved to another purpose, all real property including tide, submerged or shore lands to which the City has a right, title and interest as owner or lessee, or to which the City may become entitled, may be leased as provided in this chapter. In the case of any conflict between this chapter and any local, State or Federal law governing the leasing of City tide and submerged lands, the law governing the leasing of City tide and submerged lands shall prevail.

b. The City administration shall maintain a list of all City-owned properties authorized for lease by Council. This list shall be adopted annually and contain the information required under this chapter. The list may be called the land allocation plan and will be made available to the public at the City Clerk's office.

c. Council shall adopt a land allocation plan that identifies:

1. City-owned property available for lease;
2. The property description, lease rate, preferred length of the lease term for each available parcel; and
3. Any requirements, preferences or restrictions regarding use and/or development.

d. Council may identify property in the land allocation plan that is subject to competitive bidding. Property subject to competitive bidding in the land allocation plan need only identify the property description in the land allocation plan but all other terms required in subsection (c) of this section shall be identified in the request for proposal for such properties.

e. Prior to the adoption of the land allocation plan, Council shall hold a work session. Commission members and City staff may provide recommendations to Council during the work session regarding City-owned property available for lease and the terms of such leases.

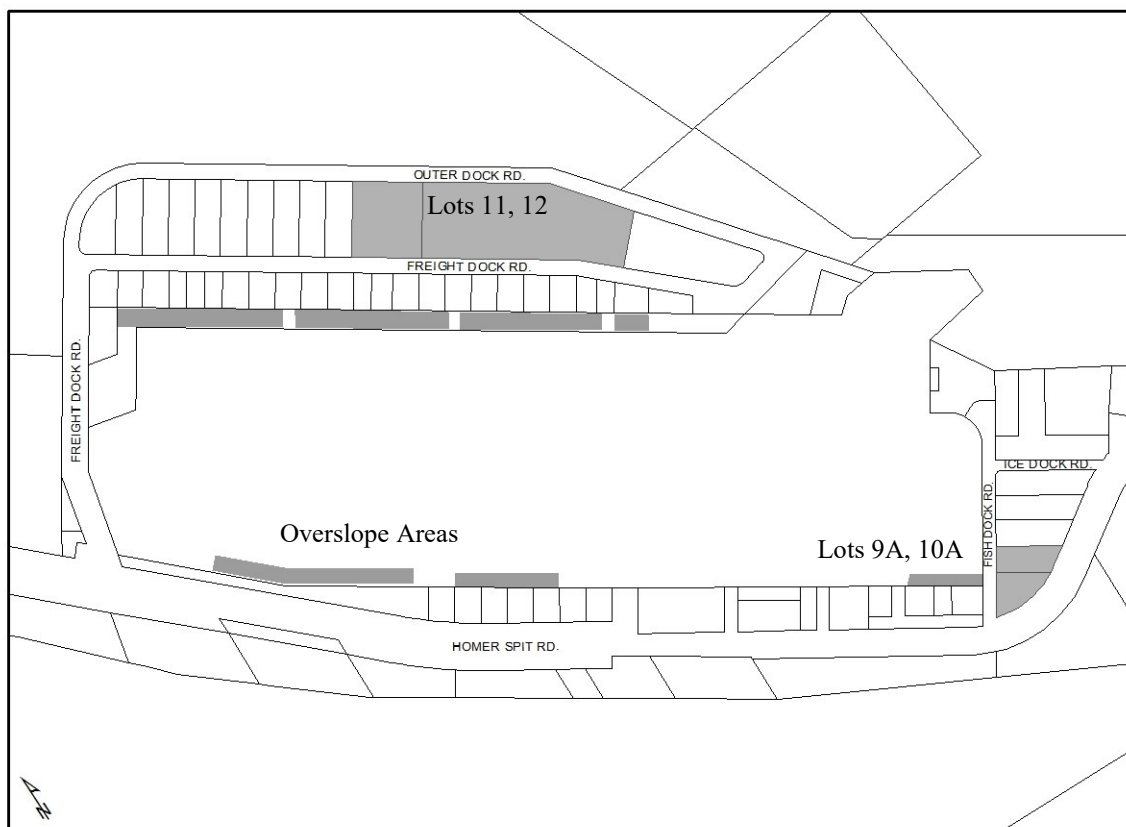
f. The City shall provide public notice of the adoption of the land allocation plan and the City-owned real property available for lease no more than 60 days after its adoption.

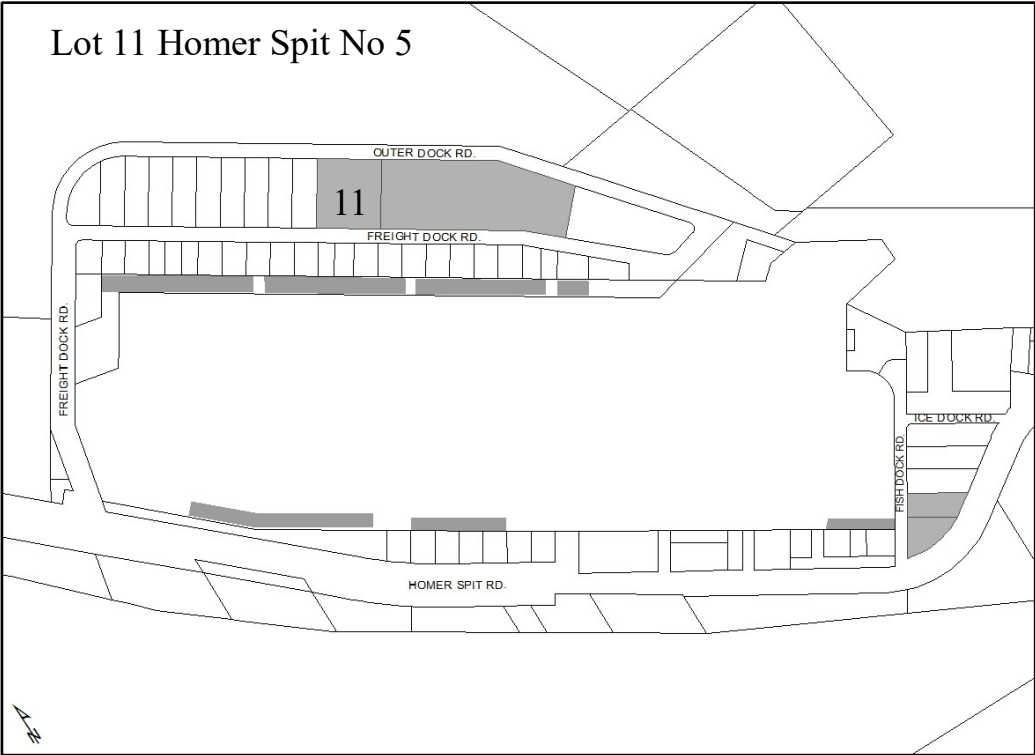
g. All uses and activities on City-owned real property available for lease are subject to all applicable local, State, and Federal laws and regulations.

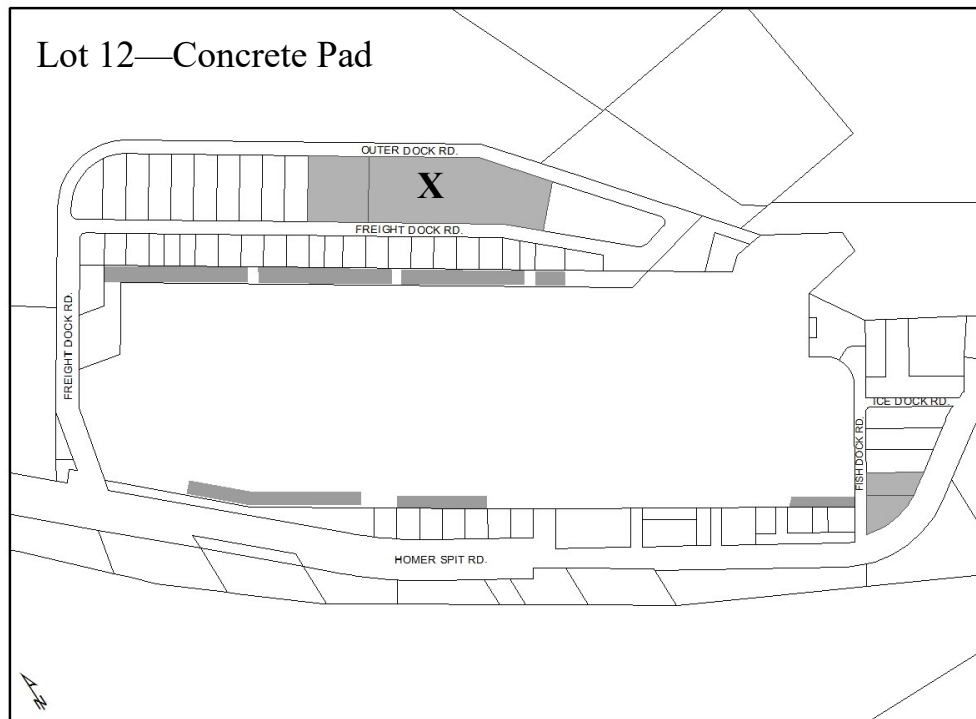
h. The Council may restrict specific City-owned properties to certain uses or classes of use that serve the City's best interest. [Ord. [18-16\(S\)\(A\)](#) § 1, 2018].

DRAFT Section A Lands available for lease

The following lots, and select areas within the Homer Airport, are available for lease in 2019. Lease procedures follow the City of Homer Lease Policy, and City Code.



Lot 11 Homer Spit No 5 	
Designated Use: Available For Lease Acquisition History:	
Area: 1.78 acres. A small portion is already leased for a telecommunications tower	Parcel Number: 18103230
2017 Assessed Value: \$414,500	
Legal Description: Homer Spit Subdivision No. 5 Lot 11	
Zoning: Marine Industrial	
Infrastructure: Water, sewer, paved road access	Address: 4300 Freight Dock Road
A portion of Lot 11 is under lease for a telecommunications tower. Prior to a long-term lease the site is appraised. The appraised lease rates for uplands is approximately \$0.90 per square, per annum. Lease rates vary, so contact the Harbor Office at 907-235-3160.	
Finance Dept. Code:	



Designated Use: Lease
Acquisition History:

Area: 5 acres

Parcel Number: 18103220

2018 Assessed Value: \$881,100 (Land: \$495,600, Structure/Improvements: \$385,500)

Legal Description: Homer Spit Subdivision no 5 Lot 12

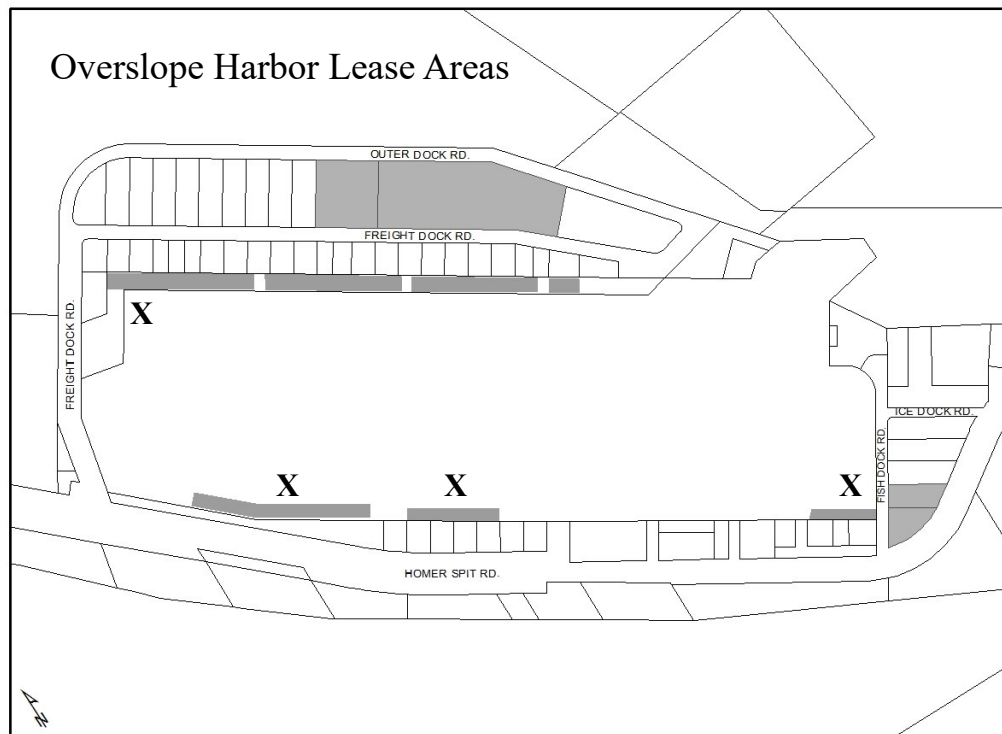
Zoning: Marine Industrial

Infrastructure: Water, sewer, paved road access, fenced, security lighting

Address: 4380 Homer Spit Road

Notes: 1 acre portion under lease per Resolution 118-084 to Alaska Scrap and Recycling, approving a 5 year lease

Prior to a long-term lease the site is appraised. The appraised lease rates for up-lands is approximately \$0.90 per square, per annum. Lease rates vary, so contact



Designated Use: Lease
Resolution 17-33

Area:

Parcel Number:

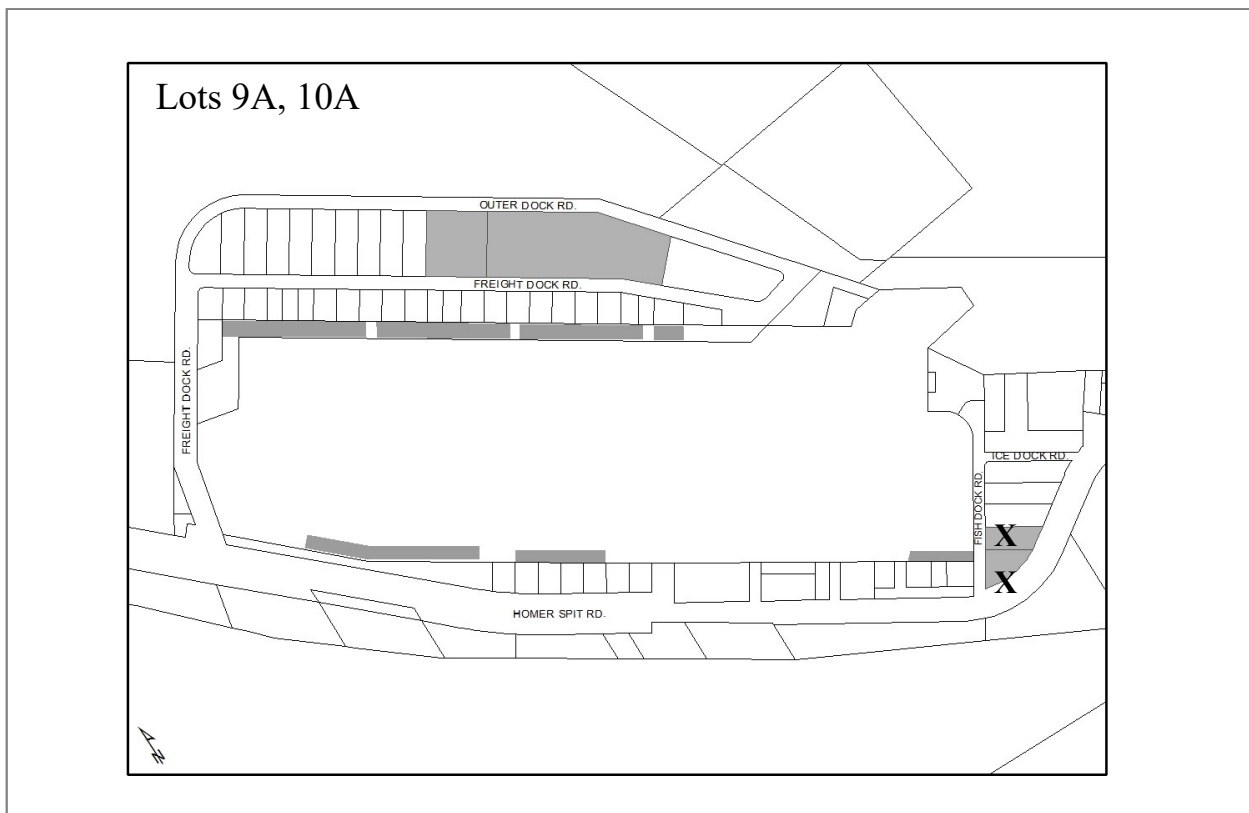
Legal Description:

Zoning: Marine Commercial and Small Boat
Harbor Overlay

Infrastructure:

Address:

Prior to a long-term lease the site is appraised. The appraised lease rates for uplands is approximately \$0.90 per square, per annum. Lease rates vary, so contact the Harbor Office at 907-235-3160.



Designated Use: Lease Lands
Acquisition History:

Area: 1.05 acres (0.52 and 0.53 acres)

Parcel Number: 18103477, 78

2018 Assessed Value: Land value \$325,700

Legal Description: T 7S R 13W SEC 1 SEWARD MERIDIAN HM 2007136 HOMER SPIT REPLAT 2006 LOT 9-A and 10A

Zoning: Marine Industrial

Infrastructure: Water, sewer, gas, Spit Trail, paved road access

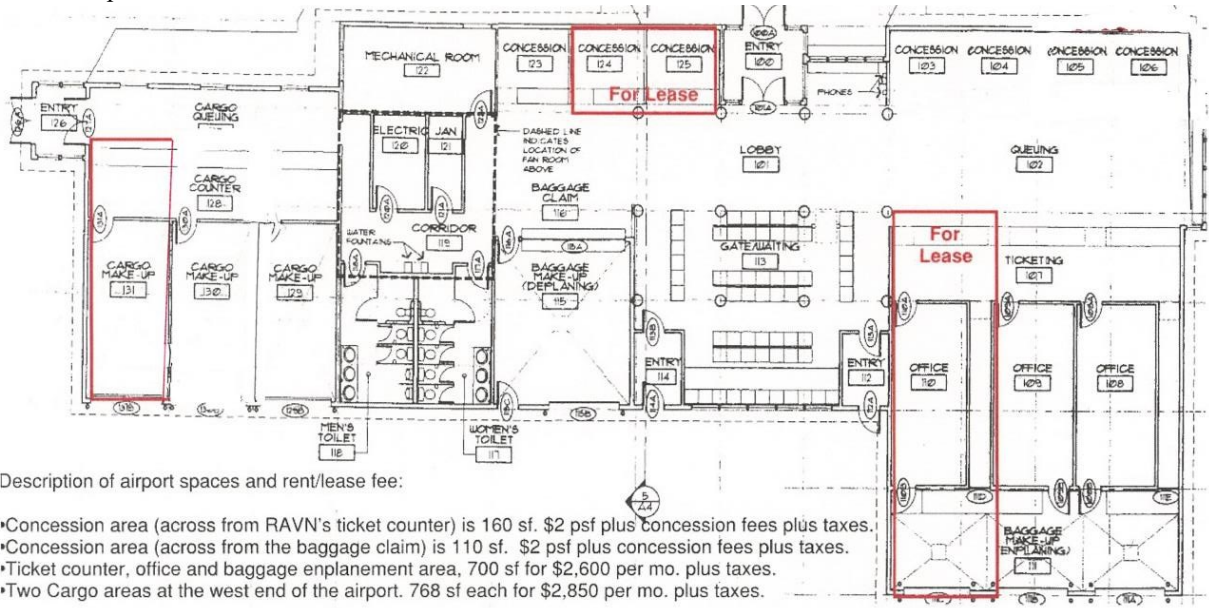
Address:

Former Manley building lots.

Prior to a long-term lease the site is appraised. The appraised lease rates for uplands is approximately \$0.90 per square, per annum. Lease rates vary, so contact the Harbor Office at 907-235-3160.

Finance Dept. Code:

Homer Airport Terminal



Description of airport spaces and rent/lease fee:

- Concession area (across from RAVN's ticket counter) is 160 sf. \$2 psf plus concession fees plus taxes.
- Concession area (across from the baggage claim) is 110 sf. \$2 psf plus concession fees plus taxes.
- Ticket counter, office and baggage enplanement area, 700 sf for \$2,600 per mo. plus taxes.
- Two Cargo areas at the west end of the airport. 768 sf each for \$2,850 per mo. plus taxes.

Add 20% for short-term seasonal leases. psf = per square foot

Designated Use: Airport
Acquisition History:

Finance Dept. Code:

Draft 2019 Land Allocation Plan Spit Map

Legend

-  Parking
-  City Land
-  Parcels
-  Overslope
-  Parcels

2018 Allocation - Section

- | | A | B | C | D | E |
|-----------------|---|---|---|---|---|
| For Lease |  |  |  |  |  |
| Leased | | | | | |
| Port Use | | | | | |
| City Facility | | | | | |
| Park/open space | | | | | |





City of Homer

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Memorandum

TO: Mayor Castner and Homer City Council
FROM: Katie Koester, City Manager
DATE: January 9th, 2019
SUBJECT: January 14th City Manager Report

Workout While Learning About Ocean Ecology on the Homer Spit

Kachemak Bay National Estuarine Research Reserve (KBNERR) has requested a letter of support from the City of Homer for a grant from Alaska Sea Grant to work with community partners and create a series of workout signs along the Homer Spit Trail that highlight ecological features of the surrounding ecosystem. The goal would be to increase ocean literacy within Homer while providing recreational users with a structured workout routine.

The proposed signage would start at the base of the Homer spit and extend 3.0 miles to Nick Dudiak Fishing Lagoon as an end point. In total, 10 signs would be posted with different exercises or stretches while incorporating ocean literacy about tides, currents, marine life, and fisheries. KBNERR will work with a physical therapist to develop the workout portion of the signs' content. The attached letter expresses the City of Homer's support for this innovative and unique project. If funding is successful, Park Coordinator Matt Steffy will work with KBNERR on signage and placement.

Senior Officials Workshop for All-Hazard Preparedness

Please set aside Thursday, February 21st from 11am to 5pm for a Senior Officials Workshop on All-Hazard Mitigation sponsored by FEMA. The workshop will be held at the College and will be hosted by Texas A & M Engineering Services Extension (TEEX) with the goal of bringing senior executive officials together to understand their important role in disaster planning and mitigation. We will also work through a mid-summer tsunami evacuation as a table top drill. In addition to City Council and all City staff who would be mobilized to participate in the Emergency Operations Center, we will invite community partners to attend. See attached flyer from TEEX for more information. Thank you in advance for setting aside an entire day for this important workshop.

It's Official – 302 Acres Preserved in Bridge Creek Watershed

City Council approved approximately \$30,000 in the 2018 budget to cover costs related to establishing a conservation easement for over 300 acres of wetlands in the Bridge Creek Watershed. On December 13th, 2018, Nancy Hillstrand and Kachemak Heritage Land Trust (KHLT) signed papers to permanently protect her 302 acres near Bridge Creek for valuable wildlife habitat, open space, and water quality. The name of this special place is Let Nature Sing Wilderness Preserve. From the KHLT news release:

The Bridge Creek Reservoir is important moose and bear habitat, as well as being highly valuable to the City as the sole water supply for the surrounding area. Bridge Creek is also a tributary of the Anchor River, meaning that it contributes directly to healthy salmon, Dolly Varden, and steelhead habitat. Protection of this land in the Bridge Creek Watershed ensures that groundwater and streams have a clean and healthy environment through which to filter before entering the Reservoir. Keeping this piece of land in a virtually pristine condition directly benefits the entire ecosystem, from Homer Residents to baby salmon in the Anchor River. KHLT successfully collaborated with the Homer City Council to acquire stewardship funds from the City's Water Reserves in order to maintain the valuable characteristics of this property forever. Nancy says it best, "Thank you, Mother Nature."

Coastal Bluff Analysis

In 2018, the City of Homer entered into a partnership with the Alaska Division of Geological and Geophysical Surveys to complete LIDAR mapping of the Homer bench in order to produce data for a landslide hazard analysis. The funding for this work is directly from FEMA to the State of Alaska. Though the City is not a recipient of the funds, we will be able to use the data as the Planning Commission and City Council work on slope stability issues. The City was recently contacted by the state to support a request to expand the scope of the data analysis so that the City of Homer could receive assistance in reviewing and making policy recommendations regarding development near Homer's coastal bluffs. Currently, the definition of 'coastal bluff' in Homer City Code does not include many of the landforms found near the coast that the Commission wishes to regulate. Examining coastal bluff morphology, examining policy practices of similar communities, and working with the Planning Commission in developing best management practices will allow the City of Homer to address the risks of coastal development to help further the health, safety, and welfare of Homer's citizens.

2020 Census

Before the holiday season, City staff met with Barbara Miranda from the US Census to discuss how the accuracy of the upcoming 2020 census count could be improved. Ms. Miranda was traveling around the Peninsula encouraging communities to create and/or participate in a 2020 Census Complete Count Committee made up of community leaders who could ensure every citizen is counted in the 2020 census. Population data is tied to many different sources of federal programming and funding and it is critical every Homer resident is counted, especially among vulnerable populations that historically tend to be underrepresented. The Census Department estimates that, on average, each citizen is directly tied to \$3,000 in annual federal funding which comes to our community in one way or another. This amount does not count the auxiliary ways census data is tied to funding (like Community Assistance through the state). Furthermore, the census participation rate in 2010 for the Kenai Peninsula was only 52%, which leaves a lot of room for improvement. I put Ms. Miranda in touch with Mobilizing Action through Planning and Partnership of the Southern Kenai Peninsula (MAPP of SKP), an organization that uses this data on a regular basis for their reports and analysis and is a great cross section of community organizations and leaders. The Kenai Peninsula Economic Development District is going to organize a 2020 Census Complete Count Committee on behalf of the Kenai Peninsula Borough to work on outreach for the Peninsula in anticipation of the 2020 Census. The City of Homer will be looking to appoint someone to represent us on that committee.

AML Juneau Winter Legislative Meeting

The February trip to Juneau for the Alaska Municipal League (AML) Winter Legislative Meeting is just around the corner. Our travel schedule will be rigorous, with the majority of us arriving the afternoon of Monday, the 18th, leaving on the Wednesday evening flight, and overnighting in Anchorage in order to make it back in

time for the Senior Officials Workshop for All-Hazards Preparedness on Thursday, the 21st. There will be a Juneau meeting schedule in addition to the two full days of work sessions AML has planned (see attached draft agenda). Suggestions I have for meetings and topics are listed below. Please provide me with any additional suggestions on meeting topics/agencies as we work on the schedule for the upcoming trip. If you have additional topics that Council has not taken a formal position on, there are two Council meetings to work on resolutions (January 28th and February 11th) before AML.

Meeting/Topic Suggestions

- DCEDD – interpretation of CPV funds moving forward in light of recent court decision
- DOT – follow up on Councilmember Erickson’s request regarding Baycrest Subdivision
- Rep. Vance – COH priorities
- Sen. Stevens – COH priorities
- USCG – large vessel harbor progress update, courtesy visit
- If they happen to be in Juneau when we are, it would be great to make time for a quick visit and words of encouragement for two of our hometown public officials, Jon Faulkner, Deputy Commissioner of Department of Commerce, Community and Economic Development and Adam Crum, Commissioner of the Department of Health and Social Services.

Risk Analysis

The recent insurance renewal with Alaska Municipal League Joint Insurance Association (AML-JIA) provided an excellent opportunity to review points of vulnerability for the City and reflect on how we can be proactive about risk management. I appreciate the suggestions made by Councilmembers and would like to extend the offer to review the mandatory trainings we require for employees (most of which are online) to any member. I will be following up on Council’s suggestions, including driving training for city employees and providing ice cleats for employees to prevent slips. To that end, I requested a risk analysis from AML-JIA, the result of which is summarized in the attached letter. The attached memorandum identified Port & Harbor and Public Works employees as having the vast majority of claims concerning “Foreign Body in Eye.” These departments will be completing an additional training within the next 30 days to reinforce the importance of personal protective equipment (PPE). When seasonal employees are hired in 2019, as always, they will complete in-house safety trainings. Particular attention will be paid to PPE. Supervisors will be reminded that when applicable, they need to address their teams prior to beginning new tasks to remind them to wear proper PPE. Additionally, all employees will continue their annual training. While supervisors make every effort to ensure that all employees wear the proper PPE, clearly there is room for improvement.

KPEDD Working on Jet Service Request

On November 26th, City Council passed a letter of request to the Kenai Peninsula Economic Development District (KPEDD) to solicit their help in attracting seasonal jet service to/from a major West Coast hub, such as Seattle or Portland. I have been in communication with KPEDD who has accepted our request and is working on reaching out to major airlines to gauge their possible interest in a smaller airport at a great destination like Homer.

Enc:

January Anniversaries

City of Homer Letter of Support for KBNERR Grant Application

Senior Officials All-Hazard Planning Workshop Flyer
Draft 2019 AML Winter Legislative Conference Agenda
Risk Analysis Correspondence from AMLJIA



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 CASTNER AND HOMER CITY COUNCIL
FROM: KATIE KOESTER, CITY MANAGER
DATE: JANUARY 23, 2019
SUBJECT: CITY MANAGER REPORT

Alaska Clean Water Actions (ACWA) Grant

I am happy to announce that the Department of Environmental Conservation recently awarded the City an Alaska Clean Water Actions (ACWA) stewardship grant. This 60-40 matching grant will help fund the City's development of the Stormwater Master Plan, a longtime prioritized project in the CIP. The project will produce baseline stormwater runoff information and identify low-impact development (or green infrastructure) opportunities for stormwater collection and treatment. Local planners, engineers, and the public will use this information to develop the Master Plan and highlight methods that can minimize the ecological, economic, and community impacts of stormwater runoff. The grant will also help construct green infrastructure features at our new Homer police station. These features will directly store and divert stormwater that might otherwise be left untreated and provide the City with an opportunity to publicly highlight the value of low-impact development. This demonstration project compliments mapping and runoff assessment activities and is foundational to community-wide planning and stormwater policy development. Many thanks to Councilmember Lord who was able to lend her water quality expertise to this project.

New Police Station Design Plan Open House at Cowles Chambers

The City will be hosting an open house on Monday, February 4th, to share the new police station 35% design plan with the public. We encourage community members to stop by Cowles Chambers anytime between 4:30 pm and 6:00 pm to review the schematic drawings, siding options, and carpet samples proposed for the building. Project Manager Pat McNary and City staff will be on hand to answer questions and receive feedback.

Budget Work Ongoing

Finance Director Walton and I have been meeting with Mayor Castner to work on the budget's fiscal issues while also making improvements to the City's budget process. This includes developing a fund balance policy, depreciation reserves policy, cash flow analysis, fund consolidation, and budget forecasting. We will keep Council apprised of progress as we work towards a more streamlined budget process for 2020. The final 2019 budget will be posted on the website by Tuesday, January 29th. Please let me know if you would like a printed copy.

January 22nd Alcohol and Marijuana Control Office (AMCO) Meeting

Councilmember Stroozas organized a meeting between local businesses and Jedidiah Smith, the Local Government Specialist for the Alcohol and Marijuana Control Office. The meeting was held to discuss the comprehensive overhaul of Title 4 (what governs Alaska's alcohol regulations) as proposed by Senator Micciche's legislation, Senate Bill 76. One element of Senate Bill 76 that has the ability to impact Homer businesses is the proposed changes to public convenience licenses. As defined in Title 4, a public convenience license allows a restaurant to serve beer and wine beyond the population limits if the restaurant owners go through the process of collecting signatures and petitioning the Alcohol Control Board. The City of Homer has more per capita public convenience licenses than most towns because of the large non-resident population we serve. The most recent version of Senate Bill 76 would replace the current public convenience license with a different license type (already known as REPL in Title 4), which would eliminate the onerous process of collecting the signatures needed to apply for a beer and wine license. Under Senate Bill 76, the public convenience license would be converted to an REPL and the number of REPLs would be capped at the combined number of current public convenience and REPL licenses. There would be a mechanism, however, for a local municipality to petition the Alcohol Control Board for more REPLs. Protecting local control is something many municipalities are advocating for. Senate Bill 76 did not pass during the last legislative session but Senator Micciche has indicated he is willing to sponsor a new version of the bill, which will likely look substantially similar to Senate Bill 76. The new version of the bill can be found here: <http://www.legis.state.ak.us/PDF/30/Bills/SB0076F.PDF>. Senate Bill 76 is a comprehensive reform bill that has many other elements capable of impacting our economy, business sector, and public safety. The City of Homer has been following this issue as the restaurant and beverage industry is a key component of our economic base; brings visitors to Homer; and enhances the quality of life for our year-round residents. I will be sure to update Council on Senator Micciche's bill as it moves through the legislative session.

January 16th KBBI Coffee Table Discussion Regarding AK-LNG

On January 16th at the KBBI studio, Tim Dillion from the Kenai Peninsula Economic Development District (KPEDD), Frank Richards from Alaska Gasline Development Corporation, and I discussed the potential impacts AK-LNG could have on the Homer area. With 12,000 temporary workers during a construction phase estimated to last up to 5 years and 1,000 full time employees, we could potentially see an increase in Homer's population along with a demand for skilled labor. KPEDD is currently working on a training program to recruit Peninsula youth for this project. With fifteen to twenty AK-LNG ships a month in the inlet, support vessels for the project such as export tugs and marine pilot boats will want to homeport in Homer, furthering the need for the large vessel harbor expansion project to be listed as a statewide priority. You can listen to the interview here: <https://www.kbbi.org/post/coffee-table-january-16-2018>.

Seawall and the Ocean Drive Loop Special Service District (ODLSSD)

In the November 28th City Manager's Report, I brought up the need to have some discussion regarding Seawall maintenance and repairs. Over the last few years, winter storms have reduced the Seawall maintenance funding balance to below \$100,000. I have sent the attached letter to property owners requesting a neighborhood meeting to discuss the future of the Seawall. Two potential mitigation measures to extend the life of this 16 year old piece of infrastructure include increasing funding for annual preventative maintenance (rather than just repairs) and a potential major capital project to reinforce the toe of the wall where the most damage occurs. Any measure will require Council action and collaboration between the property owners and the City. To that end, I encourage any of you who are available to make it to the neighborhood meeting scheduled for Thursday, February 28th, at 5:30pm in Council Chambers.

Enc:

Alaska Clean Water Actions Grant Award Letter

January 23rd Letter to Ocean Drive Loop Property Owners



THE STATE
of **ALASKA**
GOVERNOR MICHAEL J. DUNLEAVY

Department of Environmental Conservation

DIVISION OF WATER
Alaska Clean Water Actions Program

PO Box 111800
Juneau, Alaska 99811
Main: 907-465-5180

January 17, 2019

Carey Meyer, Public Works Director
City of Homer
491 E. Pioneer Avenue
Homer, AK 99603

Dear Ms. Meyer,

I would like to congratulate the City of Homer on being selected to receive an Alaska Clean Water Actions (ACWA) Grant from the Department of Environmental Conservation (DEC) for the "Low-Impact Development Planning for the City of Homer" project. The maximum approved funding level for your project is \$59,785 for the 2019-21 state fiscal year grant cycle, dependent upon grant agreement negotiations. This award is contingent on funds being available from the Environmental Protection Agency and Legislative authorization. ACWA ensures that available funding resources are focused on the waters of greatest need for protection, stewardship, and efforts to clean up waters with pollution problems.

Laura Eldred will be the interim project manager assigned to your grant and will work with you in completing the project work plan for the grant agreement. Laura will assist you in assuring that the deliverable products for your project are well defined and that a specific implementation schedule is evident in your work plan. Changes to your work plan and budget from the grant proposal may be necessary, particularly if the award for your project was changed from the requested amount.

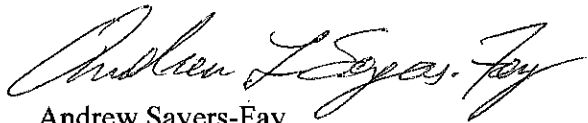
Additionally, please note that the new ACWA Grant cycle spans over three state fiscal years. This new cycle runs March 1, 2019 to February 28, 2021. The reporting requirements have significantly changed, with several date and funding changes that will be developed into your work plan.

Please call Laura at (907) 376-1855 at your earliest convenience to help make the necessary changes to your work plan and ensure the successful start-up of your project. Approval of a current Quality Assurance Project Plan is required prior to collection of any monitoring data, but this can occur after your work plan is approved and the grant agreement is fully executed.

This notification of project selection does not imply approval of activities or specific costs shown in your proposal. Any cost incurred prior to the executed grant agreement will be your responsibility and will not be reimbursed.

I want to thank you for your commitment to protecting water quality in Alaska. Should you have any further questions, please feel free to contact your project manager.

Sincerely,

A handwritten signature in cursive script, reading "Andrew Sayers-Fay".

Andrew Sayers-Fay
Director



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January 23rd, 2019

Dear Ocean Drive Loop Service Area (ODLSA) Property Owners,

The past two years have been tough on the Seawall.

Some major repairs in 2017 included using truckloads of cobble to fill in eroded areas, replacing broken off (or completely missing) horizontal and vertical face timber and steel, and adding reinforcement to the wall's exposed "toe."

2018 shares a similar story. The toe of the wall was excavated so additional timber could be added as reinforcement, boulders were arranged to protect vulnerable areas, cracks were reinforced with timber, exposed fiberglass sheet piling at the toe was covered, and fill material was replaced.

Seawall maintenance expenses for 2017 and 2018 combined totaled \$147,510, leaving only \$95,409 remaining in the fund used to repair the seawall. The revenue for this fund has been collected from ODLSA property owners and the City. If any powerful storms cause damage like we've seen these last two years, this fund could easily be depleted. Once depleted, it is very likely emergency repairs could not happen.

The trend has been to spend money when seawall maintenance is already needed or when there is an emergency. The wall is showing its age (16 years old), which is increasing the amount of needed repairs. I am concerned the fund used to pay for Seawall maintenance is at an unsustainable level.

I would like to host a neighborhood meeting with ODLSA property owners on Thursday, February 28th at 5:30 P.M. in Council Chambers at City Hall. At this meeting, I will discuss options including preventative Seawall maintenance and reinforcing the Seawall's toe. A written summary of the meeting will be mailed out to all property owners in case you are unable to attend. In the meantime, I have attached a table listing all revenue and expenditures incurred since the fund was formed.

Please confirm with my Executive Assistant Rachel Friedlander if you can or cannot attend. Rachel's direct line is (907) 435-3102 and her email is RFriedlander@ci.homer.ak.us.

I look forward to seeing you Thursday, February 28th at 5:30 PM.

Best,

Katie Koester
City Manager

Seawall Maintenance Expenditures

	2012	2013	2014	2015	2016	2017	2018*	Total
Seawall Maintenance Expenditures	\$38,292	\$0	\$0	\$3,126	\$30,328	\$102,916	\$44,594	\$219,256

Seawall Revenue ("Seawall Maintenance Fund")

156-0369	2012	2013	2014	2015	2016	2017	2018*	Total
Seawall Reserve Account (City)	\$70,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$130,000

808-0375	2012	2013	2014	2015	2016	2017	2018*	Total
Mil rate deposits (ODLSA private property owners)	\$19,167	\$22,078	\$35,176	\$24,802	\$24,759	\$30,140	\$28,543	\$184,665

Remaining Balance for Future Seawall Maintenance

	2012	2013	2014	2015	2016	2017	2018*	Total
Combined Seawall Revenue	\$89,167	\$32,078	\$45,176	\$34,802	\$34,759	\$40,140	\$38,543	\$314,665
Seawall Maintenance Expenditures	\$38,292	\$0	\$0	\$3,126	\$30,328	\$102,916	\$44,594	\$219,256

Remaining Balance: \$95,409

Please note: The above 2018 figures will be finalized once the City audit is completed by September 2019.

**2019 HOMER CITY COUNCIL MEETINGS
ADVISORY COMMISSION/ BOARD ATTENDANCE**

Commissions are invited to report to the City Council at the Council's regular meetings under Item 8 – Announcements/Presentations/Borough Report/Commission Reports. This is the Commission's opportunity to give Council a brief update on their work. Generally the Commissioner who will be reporting will attend one of the two meetings for the month they are scheduled to attend.

The 2019 meeting dates for City Council is as follows:

January 14, 28	_____
February 11, 25	_____
March 11, 26*	_____
April 8, 22	_____
May 13, 28*	_____
June 10, 24	_____
July 22**	_____
August 12, 26	_____
September 9, 23	_____
October 14, 28	_____
November 25**	_____
December 9, 16****	_____

City Council's Regular Committee of the Whole Meeting at 5:00 pm to no later than 5:50 pm prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 pm.

*Tuesday meeting due to Memorial Day/Seward's Day.

** There will be no first regular meeting in July or November.

***Council traditionally reschedules regular meetings that fall on holidays or high school graduation days, for the following Tuesday.

****Council traditionally cancels the last regular meeting in December and holds the first regular meeting and one to two special meetings as needed. Generally the second special meeting the third week of December will not be held.