



AGENDA

Port & Harbor Advisory Commission Regular Meeting

Wednesday, May 24, 2023 at 6:00 PM

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

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

Zoom Webinar ID: 954 2610 1220 Password: 556404
<https://cityofhomer.zoom.us>
Dial: 346-248-7799 or 669-900-6833;
(Toll Free) 888-788-0099 or 877-853-5247

1. **CALL TO ORDER, 6:00 P.M.**
2. **AGENDA APPROVAL**
3. **PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA** (3 minute time limit)
4. **RECONSIDERATION**
5. **APPROVAL OF MINUTES**
6. **VISITORS/PRESENTATIONS**
 - 6.A. Lauren Sutton, Kachemak Bay National Estuarine Research Reserve
7. **STAFF & COUNCIL REPORT/COMMITTEE REPORTS**
 - 7.A. Port Finance/Budget Report – YTD Report for May 2023 **Page 2**
 - 7.B. Port & Harbor Staff Report – May 2023 **Page 7**
 - 7.C. Homer Marine Trades Association (HMTA) Report
8. **PUBLIC HEARING(S)**
9. **PENDING BUSINESS**
 - 9.A. Port & Harbor Advisory Commission 2022-2023 Strategic Plan **Page 15**
 - 9.B. Annual Review of PHC Policies/ Bylaws **Page 24**
10. **NEW BUSINESS**
 - 10.A. Business Plan **Page 30**

- 10.B. Fleet Management Plan Discussion **Page 31**
- 10.C. 2023 Port & Harbor Advisory Commission Meeting Schedule **Page 35**
- 10.D. Draft Homer Harbor Expansion Charter **Page 36**
- 10.E. Draft Homer Harbor Expansion Communications Plan **Page 37**
- 11. INFORMATIONAL MATERIALS**
 - 11.A. Port Operations Report **Supplemental Packet**
May 2023 Port Operations Report
May 2023 Statistics
 - 11.B. Resolution 23-036 (S)(A) Directing the Port & Harbor Advisory Commission for Research and Reporting during the process of the Harbor Expansion General Investigation Study and Float Replacement Projects **Page 38**
 - 11.C. Resolution 23 – 037 Outlining the Expectations of the City Council for Community and Stakeholder Engagement within the Harbor Expansion General Investigation/ Feasibility Study **Page 40**
- 12. COMMENTS OF THE AUDIENCE (3 minute time limit)**
- 13. COMMENTS OF THE CITY STAFF**
- 14. COMMENTS OF THE COMMISSION**
- 15. ADJOURNMENT** Next Regular Meeting is Wednesday, June 28, 2023 at 6:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

FUND 400 - PORT & HARBOR ENTERPRISE FUND		5/16/2023			
REVENUE DETAIL BY LINE ITEM, SORTED BY TYPE		87.4% of FY elapsed			
A/C Num.	Revenue Categories & Descriptions	FY22	FY23 YTD		FY23
		7/1/21 - 6/30/22	ACTUAL		7/1/22 - 6/30/23
		ACTUAL	\$	%	BUDGET
0600	HARBOR ADMINISTRATION				
4515	Ferry Lease	18,000	18,000	100.0%	18,000
4650	Rents & Leases	449,731	367,734	79.9%	460,000
	<u>Operating Revenue - Admin</u>	<u>467,731</u>	<u>385,734</u>	<u>80.7%</u>	<u>478,000</u>
4527	PERS Revenue	92,383	-	0.0%	-
4634	Port Storage Fee	119,992	185,974	202.1%	92,002
4635	Port Impound Fee	204	816	0.0%	-
4705	Business Licenses	10	15	44.3%	34
4801	Interest On Investments	(62,000)	61,099	249.1%	24,531
4901	Surplus Property	26,078	2,187	27.3%	8,014
4902	Other Revenue	-	957	108.3%	883
	<u>Non-Operating Revenue - Admin</u>	<u>176,666</u>	<u>251,048</u>	<u>200.1%</u>	<u>125,464</u>
0601	HARBOR				
4245	Waste Oil Disp	603	-	0.0%	1,564
4249	Oil Spill Recovery	(100)	-	0.0%	296
4318	Parking Revenue	180,789	105,393	90.0%	117,134
4319	Electrical Supplies	2,275	891	38.8%	2,298
4624	Berth Transient Monthly	649,848	488,954	78.2%	625,600
4625	Berth Reserved	1,533,906	1,604,518	101.1%	1,587,123
4626	Berth Transient Annual	315,591	305,256	105.7%	288,914
4627	Berth Transient Semi Annual	130,453	99,320	73.2%	135,742
4628	Berth Transient Daily	152,145	100,743	75.1%	134,210
4629	Metered Energy	186,689	122,748	134.1%	91,546
4644	Pumping	-	-	0.0%	339
4645	Wooden Grid	5,006	2,027	32.8%	6,185
4646	Commerical Ramp	54,913	33,510	55.9%	60,000
4647	Berth Wait List	15,211	13,270	110.1%	12,055
4648	Steel Grid Fees	7,900	3,952	43.3%	9,121
4663	Trans Energy 110v	47,616	24,666	55.6%	44,355
4664	Trans Energy 220v	16,186	13,512	47.9%	28,194
4665	Trans Energy 208v	205,197	166,306	108.1%	153,840
4666	Commerical Ramp Wharfage	38,422	32,839	73.5%	44,666
	<u>Operating Revenue - Harbor</u>	<u>3,542,651</u>	<u>3,117,904</u>	<u>93.3%</u>	<u>3,343,182</u>
4802	Penalty/Int	6,101	6,309	46.4%	13,598
4902	Other Revenue	68,633	51,097	71.7%	71,241
	<u>Non-Operating Revenue - Harbor</u>	<u>74,735</u>	<u>57,406</u>	<u>67.7%</u>	<u>84,838</u>

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A/C Num.	Revenue Categories & Descriptions	FY22	FY23 YTD		FY23
		7/1/21 - 6/30/22	ACTUAL		7/1/22 - 6/30/23
		ACTUAL	\$	%	BUDGET
0602	PIONEER DOCK				
4631	USCG Leases	35,067	29,094	79.0%	36,808
4637	Seafood Wharfage-PD	-	-	0.0%	-
4638	PD Fuel Wharfage	207,277	160,683	69.1%	232,477
4639	Pioneer Dock - Wharfage	-	-	0.0%	-
4641	PD Water Sales	11,338	8,640	90.3%	9,569
4642	PD Docking	41,079	31,997	61.2%	52,285
	<u>Operating Revenue - Pioneer Dock</u>	<u>294,761</u>	<u>230,414</u>	<u>69.6%</u>	<u>331,140</u>
0603	FISH DOCK				
4620	Ice Sales	272,257	184,827	69.3%	266,797
4621	Cold Storage	27,398	22,319	126.1%	17,705
4622	Crane Rental	193,965	149,307	75.6%	197,594
4623	Card Access Fees	5,780	4,158	47.5%	8,748
4637	Seafood Wharfage	17,200	18,798	111.9%	16,795
4700	Other Wharfage Fish Dock	6,694	9,945	101.0%	9,843
	<u>Operating Revenue - Fish Dock</u>	<u>523,294</u>	<u>389,355</u>	<u>75.2%</u>	<u>517,482</u>
4206	<u>Fish Tax</u>	<u>66,865</u>	<u>116,236</u>	<u>212.3%</u>	54,760
0604	DEEP WATER DOCK				
4633	Stevedoring	8,882	45,006	319.6%	14,080
4637	Seafood Wharfage	-	-	0.0%	558
4640	Deep Water Dock Wharfage	-	152,709	409.2%	37,314
4643	Deep Water Dock Docking	116,132	93,438	93.4%	100,000
4668	Dwd Water Sales	32,419	39,045	156.2%	25,000
4672	Port Security Revenues	-	-	0.0%	-
	<u>Operating Revenue - DW Dock</u>	<u>157,434</u>	<u>330,198</u>	<u>186.6%</u>	<u>176,953</u>
0605	OUTFALL LINE				
4704	<u>Outfall Line</u>	<u>4,626</u>	<u>0</u>	<u>0.0%</u>	4,800
0606	FISH GRINDER				
4706	<u>Fish Grinder</u>	<u>7,018</u>	<u>7,365</u>	<u>92.1%</u>	7,998
0615	LOAD AND LAUNCH RAMP				
4653	L & L Ramp Revenue	132,446	67,726	53.5%	126,663
	<u>Operating Revenue - L & L Ramp</u>	<u>132,446</u>	<u>67,726</u>	<u>53.5%</u>	<u>126,663</u>
	<u>Total Revenues</u>	<u>5,448,227</u>	<u>4,953,385</u>	<u>94%</u>	<u>5,251,279</u>
	<u>Net Surplus (Deficit)</u>	<u>319,285</u>	<u>1,448,041</u>		<u>0</u>

FUND 400 - PORT & HARBOR ENTERPRISE FUND			5/16/2023		
COMBINED EXPENDITURES			87.4% of FY elapsed		
A/C Num.	Expenditure Categories & Descriptions	FY22	FY23 YTD ACTUAL		FY23
		7/1/21 - 6/30/22			7/1/22 - 6/30/23
		ACTUAL	\$	%	BUDGET
<u>Salaries and Benefits</u>					
5101	Salary and Wages	1,128,870	1,061,161	87.7%	1,210,211
5102	Fringe Benefits	634,397	668,483	90.7%	737,330
5103	Part-time Wages	107,259	120,275	82.2%	146,292
5104	Part-time Benefits	12,256	13,876	82.4%	16,844
5105	Overtime	31,929	24,980	66.1%	37,766
5107	Part-time Overtime	855	136	3.5%	3,879
5108	Unemployment Benefits	348	-	0.0%	-
5112	PERS Relief	92,383	-	0.0%	-
Total Salaries and Benefits		2,008,297	1,888,910	87.8%	2,152,322
<u>Maintenance and Operations</u>					
5201	Office Supplies	5,322	4,743	112.9%	4,200
5202	Operating Supplies	20,623	12,541	48.2%	26,000
5203	Fuel and Lube	40,700	33,138	91.3%	36,300
5204	Chemicals	6,410	-	0.0%	6,000
5207	Vehicle and Boat Maintenance	21,532	14,542	58.2%	25,000
5208	Equipment Maintenance	68,340	54,292	86.2%	63,000
5209	Building & Grounds Maintenance	24,264	39,450	63.6%	62,000
5210	Professional Services	16,176	25,037	143.1%	17,500
5211	Audit Services	37,510	8,069	20.9%	38,520
5213	Survey and Appraisal	24,000	-	0.0%	12,500
5214	Rents & Leases	4,280	3,142	44.9%	7,000
5215	Communications	17,310	5,556	69.5%	8,000
5216	Freight and Postage	2,619	1,492	27.1%	5,500
5217	Electricity	664,046	530,338	81.5%	650,701
5218	Water	75,643	47,030	47.2%	99,581
5219	Sewer	13,157	6,503	46.4%	14,018
5220	Refuse and Disposal	40,694	31,068	49.1%	63,300
5221	Property Insurance	64,722	88,108	123.8%	71,194
5222	Auto Insurance	10,007	9,740	94.8%	10,275
5223	Liability Insurance	86,649	62,742	121.6%	51,610
5227	Advertising	6,076	3,471	49.6%	7,000
5228	Books and Subscriptions	26	107	0.0%	-
5231	Tools and Equipment	9,471	14,995	95.5%	15,700
5235	Membership Dues	6,088	5,965	85.2%	7,000
5236	Transportation	6,641	11,433	124.3%	9,200
5237	Subsistence	6,837	7,964	136.4%	5,837
5238	Printing and Binding	1,482	-	0.0%	3,500

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		7/1/21 - 6/30/22	ACTUAL		7/1/22 - 6/30/23
		ACTUAL	\$	%	BUDGET
5248	Lobbying	21,000	15,995	72.7%	22,000
5249	Oil Spill Response	2,833	-	0.0%	1,000
5250	Camera Area Network	8,748	-	0.0%	18,000
5252	Credit Card Expenses	104,946	89,184	100.2%	89,000
5256	Waste Oil Disposal	45,458	12,478	27.7%	45,000
5258	Float and Ramp Repairs	8,545	23,629	94.5%	25,000
5287	Electrical Supplies	2,326	1,010	48.1%	2,100
5601	Uniform	8,785	4,659	49.0%	9,500
5602	Safety Equipment	10,601	4,986	33.2%	15,000
5603	Employee Training	7,918	2,625	29.2%	9,000
5606	Bad Debt Expenses	5,230	34,372	114.6%	30,000
5608	Debt Payment-Interest	4,665	16,800	0.0%	-
5627	Port Security	-	-	0.0%	2,500
5635	Software	938	-	0.0%	4,000
5637	Diving Services	4,350	6,520	76.7%	8,500
5638	Signage Parking Delineation	12,243	15,174	97.9%	15,500
	Total Maint. and Operations	1,529,210	1,248,898	77.3%	1,616,536
	C/O and Transfers				
5106	Leave Cash Out	66,243	-	0.0%	62,025
5241	GF Admin Fees	-	-	0.0%	-
5990	Transfers To	1,525,193	367,536	25.9%	1,420,397
	Total Others	1,591,435	367,536	24.8%	1,482,422
	Total	5,128,942	3,505,344	66.8%	5,251,279



Memorandum

To: Port and Harbor Advisory Commission
From: Amy Woodruff, Port Administrative Supervisor
Date: 15 May 2023
Subject: May Staff Report

Facilities updates

We have made improvements to the Boathouse Pavilion lot to better delineate parking spots, and with the assistance of Public Works added a new parking Location in the area between Bob's Trophy Charters and the Fishing Hole Campground.

We've been working to improve delineation and signage at both campgrounds. The boatyard area will transition to a campground in June after the large vessels depart.

We are making repairs to leaks in the water systems on the floats, and hope to have water available at all floats by the end of this month.

Homer City Council Activities

Chair Matthews suggested in a past meeting that the Commission could consider different avenues to ensure that commissioners have current information about City Council activities. Possible avenues to achieve this include, but are not limited to:

- Assigning Commissioners to attend each meeting and report back at the following commission meeting
- Including the City Manager's Report from the prior month's Council meetings in each Commission Packet
- As a part of strategic planning, selecting specific areas of council activity that the commission would like to be kept abreast of, and working with staff to identify the best way to convey updates about those areas

I welcome discussion about the best way to approach keeping all of us informed!

Homer recognized as Coast Guard City

The City of Homer will officially be recognized as a Coast Guard City. Homer City Council is holding an event to celebrate this recognition at their worksession on May 22nd at 5pm (the Monday prior to our meeting).

Dockside Markets

Port Maintenance Supervisor Aaron Glidden shared one more item from his attendance at the Pacific Coast Congress of Harbormasters conference in Eureka, CA—Dockside Fish Markets. In the spirit of farmers markets, some harbors on the West Coast have begun to facilitate opportunities for fishermen to sell directly to the public. Not a high priority for the Harbor at the moment, but interesting and possible consideration for future planning. S:\off <https://www.portofbellingham.com/1002/Bellingham-Dockside-Market>

Establishment of Port Match Reserves

On Monday, May 22nd the City Council will consider Ordinance 23-26, Ordinance 23-27, which would establish a separate Port Match Reserves and transfer funds from existing reserves to this account. Your April supplemental packet includes the Proposed Future State of the Harbor Reserves accounts on Page 13.

Resolution 23-046 for Work in Kind

The resolution that the commission reviewed at our April meeting to engage with HDR for Work In Kind for the Harbor Expansion Study was adopted by Homer City Council at their May 8th meeting.

City of Homer Comprehensive Plan Updates

The Mayor's reduced the \$650,000 appropriation for a 2-year Comprehensive Plan rewrite and Code rewrite to \$250,000. Councilmember Aderhold has introduced a proposed amendment to the Capital budget to add an additional \$400,000 for the project for a total budget of \$650,000. The status update as of April 24 was "Scope of project being redeveloped after Mayor's veto to reduce appropriation." No further updates on the timeline or scope of the Comprehensive Plan rewrite are available at this time pending the passage of the Capital Budget with or without that amendment.

Attachments

- A- Homer Harbor Expansion May Update**
- B- Project Status Update**
- C- City of Homer Intent to Approve US Coast Guard City Designation**



City of Homer

www.cityofhomer-ak.gov

Administration

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Homer, Alaska 99603

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(f) 907-235-3148

Memorandum

TO: Mayor and City Council
FROM: Jenny Carroll, Special Projects and Communications Coordinator
THROUGH: Rob Dumouchel, City Manager and Bryan Hawkins, Port & Harbor Director
DATE: May 8, 2023
SUBJECT: Homer Harbor Expansion Study Monthly Written Update

Purpose: This memorandum provides the first Homer Harbor Expansion Study written update to Homer City Council per Resolution 23-037.

Study Leadership Team and Organizational Structure

The study leadership team consists of the following representatives from the City, the U.S. Army Corps of Engineers (USACE), and HDR as they are contracted as owner representatives. Currently, team members meet weekly to coordinate activities and discuss the study's progress.

USACE Project Team	HDR, Owner-Manager	City of Homer
Curtis Lee, Project Manager	Ronny McPherson, HDR Project Manager	Bryan Hawkins, Port & Harbor Director
Robin Carr, Planning	Amy Burnett, Communications	Rob Dumouchel, City Manager
Megan Green, Economic		Amy Woodruff, Port & Harbor Administrative Supervisor
Lauren Oliver, Hydraulics & Hydrology		Jenny Carroll, Special Projects & Communications Coordinator
Twain Cacek, Geotech		
Gene Hubbell, Geomatics		
Kayla Campbell, Environmental Review		
Tyler Teese, Culture		
Todd Romine, Real Estate		

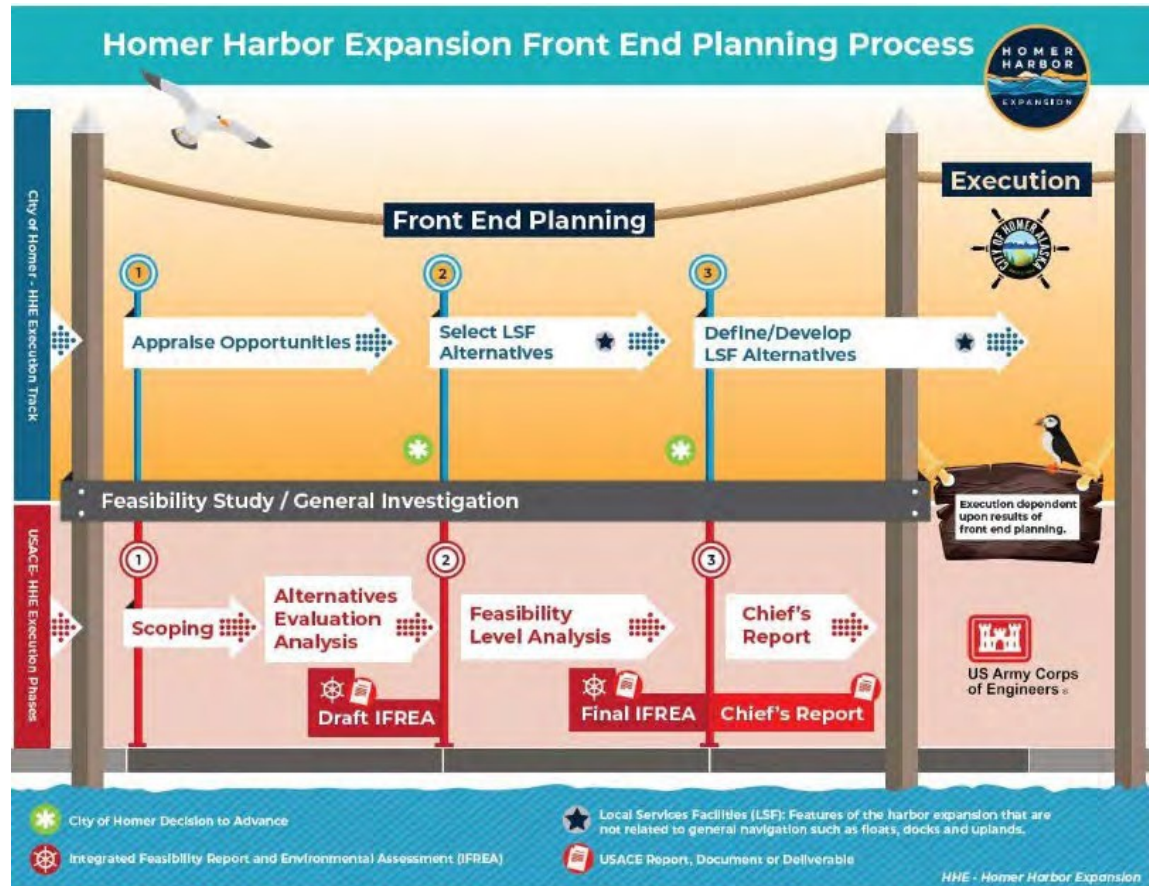
Organizational Structure

The study's organizational structure is designed to integrate and coordinate the two parallel planning processes (as illustrated in the diagram below) to ensure effective and timely study management.

Curtis Lee manages the USACE study team. USACE is authorized to define and quantify Federal and non-Federal harbor moorage needs and navigational safety conditions, solicit input from the community and

stakeholders, develop alternative approaches and designs to solve the problems, conduct an environmental review, and determine whether the benefits of the project merit Federal investment in construction.

The City and HDR are developing a plan and timeline for activities that will engage Homer stakeholders in appraising opportunities, needs and limitations for local services facilities and to develop and refine local services facility alternatives in step with the USACE study timeline and milestones.



Lines of Communication

The project team has established open lines of communication among the study leadership team, and is committed to keeping City Council at the forefront of communications and keeping Advisory Commissions, stakeholders and the public informed and engaged throughout the study process.

Points of Contact

For questions regarding the study, everyone should email info@homerharborexansion.com. This is the official mechanism to communicate questions and information about the study for all stakeholders, including City Council and Commission members. It is monitored by members of the study team; questions and comments will be routed to the proper team member. This email address is published on the Homer Harbor Expansion website and the City of Homer website.

Council Members and Commissioners who have questions or comments about the USACE study process or City-led process can contact to Port & Harbor Director Bryan Hawkins or City Manager Rob Dumouchel.

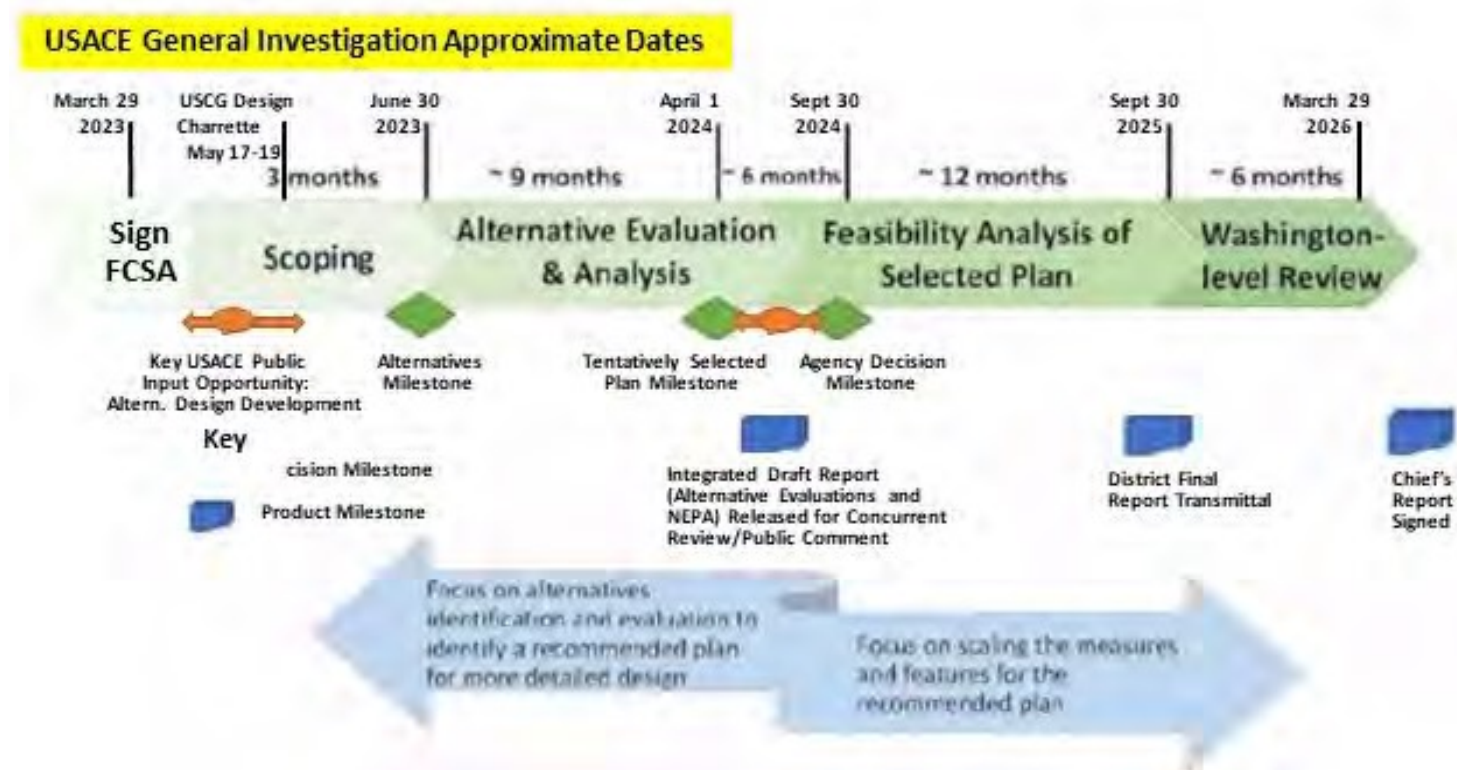
Interactive Project Website

HDR is actively developing a Homer Harbor Expansion website www.homerharborexansion.com to provide study updates, FAQs, announce public work sessions and other opportunities for public input, and provide a public comment form. The interactive part of the website will be rolled out later in the study when alternatives are being developed. Once built out, www.homerharborexansion.com will be the go-to for study information and updates. In the meantime, community members can utilize www.cityofhomer-ak.gov/port/homer-harbor-expansion to access study information.

www.homerharborexpan.com is also the formalized mechanism for City Council and Commissioners to provide significant questions to study leadership team that want to be answered publicly and housed on the website. The web tool is still under development, but we anticipate answers/responses to questions will be handled through the FAQ feature on the website likely in topic areas.

Current Timeline Guidance

The study is being conducted according to timeframe guidance provided by USACE at the April 21, 2023 project team meeting (see below). Two additions have been made to the USACE-provided diagram: approximate dates of study milestones and key opportunities for public input to the USACE (indicated in orange). Please note, the General Investigation is very early in the study process. Please note: lengths of study phases shown below provide a general timeframe.



Study Activities Update

The General Investigation is currently in the Scoping phase. Activities to date (detailed below), include preparing for and conducting City-led Charter Document joint work session, planning and preparing to host the USACE-led Design Charrette, collecting data and studies to provide to the USACE study team, building organizational structures, work flows and tools with partner teams, and conducting initial public outreach.

- As of the report date, City staff members Bryan Hawkins, Amy Woodruff and Jenny Carroll, and HDR Owner Representative Ronny McPherson virtually attended two Project Development Team meetings with the US Army Corps of Engineers (USACE).
 - The April 21, 2023 meeting covered introductions, an overview of the USACE General Investigation process, study phases and key milestones.
 - The May 4, 2023 meeting discussed logistics/format details for the upcoming USACE-led Design Charrette.
- On April 28, 2023, HDR facilitated a joint work session with the Harbor staff, Homer City Council and Port & Harbor Advisory Commission to draft a Charter Document. The Charter Document, currently in

a draft form, defines a shared vision, collective goals and objectives, and success factors for the City's role in the Homer Harbor Expansion. The draft Charter will be on the Homer Port & Harbor Advisory Commission's May 24, 2023 Regular Meeting agenda and will then be reviewed for City Council adoption at their June 12, 2023 Regular Meeting.

Scoping Meetings

The first of three scoping meetings for the Homer Harbor Expansion Study is the USACE-led Design Charrette scheduled for Wednesday, May 17 through Friday, May 19. The USACE conducts design charrettes in the early stages of a general investigation study to gather functional information from customers and stakeholders, assess the project site, develop alternatives to be considered in the scoping phase and allow for public engagement with the USACE Project Development Team.

The USACE-led Design Charrette agenda includes:

- four public work sessions at the Islands & Ocean Visitor Center (located at 95 Sterling Highway in Homer)
- two focus sessions with key industry stakeholders and environmental stakeholders, and
- Homer Port & Harbor site visit.

The community is invited to attend any and all of the public work sessions. Participants may attend the public work sessions either in-person or virtually. The full schedule of events is available at www.cityofhomer-ak.gov/port/homer-harbor-expansion. The link for virtual participation is not yet established, but will be published at www.homerharborexansion.com prior to the design charrette.

Outreach Materials

Outreach materials about the upcoming USACE-led Design Charrette were sent to Council via memo on May 2, 2023. Public notice about the USACE-led Design Charrette was included in the City's May newsletter, posted on the City website and was shared to email subscribers. A press release was issued on May 4, 2023 to local and Kenai Peninsula media outlets.

HDR is currently developing frequently asked questions to provide to City Council and Commission members. In the meantime, we encourage you to rely on the FAQ on the City website <https://www.cityofhomer-ak.gov/port/homer-proposed-large-vessel-harbor-expansion-faqs>. Staff will distribute the supplemented FAQs to City Council Members and Commissioners when complete.

Written Monthly Updates/Quarterly In-Person Update

The project team is committed to providing written monthly updates on the study's progress. The City Clerk's office will schedule quarterly in-person updates, likely initiating at the July 17, 2023 City Council regular meeting.



City of Homer
www.cityofhomer-ak.gov

Port and Harbor
4311 Freight Dock Road
Homer, AK 99603
port@cityofhomer-ak.gov
(p) 907-235-3160
(f) 907-235-3152

Port & Harbor Special Project Status Updates May 2023

Fish Grinder Building Replacement	Design in progress Seeking Project Funding	City is considering design for prefab building. We have requested grant funding from ADFG. No grant update expected until July.
Parking Lot Improvements	Project on Hold	PW has made improvements to existing lots; no further progress expected until Fall.
Second Fish Carcass Trailer Rebuild	Project in Progress	Welding is complete; awaiting availability of paint to finish project.
Electrical Pedestal Replacement EE Float	Project Funded	Not scheduled at this time.
Harbor Office ADA Entry Door Improvements	Project Funded	Not scheduled at this time.
Float End Replacement, K-Q	Project in Progress	Work began April 18 th ; 2/6 refurbished to date.
Cathodic Protection	Project in Progress	Global Diving & Salvage is on site installing anodes. RESPEC Engineering is providing project oversight.

Status Categories:

Seeking design funding Design funded Design in progress Design complete	Seeking project funding Project Funded Project in Progress Project Complete
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U.S. Department of
Homeland Security

United States
Coast Guard



Commandant
United States Coast Guard

2703 Martin Luther King Jr Ave SE
Washington, DC 20593-7103
Staff Symbol: CCG
Phone: (202) 372-4411

5728

The Honorable Ken Castner
Mayor, City of Homer
491 East Pioneer Avenue
Homer, AK 99603

Dear Mayor Castner,

Thank you for your letter dated November 28, 2022, requesting the City of Homer be designated a "Coast Guard City."

The Coast Guard thanks you for your continual support of our women and men stationed in Homer. I am pleased to inform you I have notified the appropriate congressional committees of my intention to approve your request.

In accordance with Public Law 105-383, Section 409, my letters to the committees start a 30-day congressional notification period. If there is no objection from Congress, it will be my pleasure to sign a proclamation designating Homer as a "Coast Guard City."

I am grateful for your interest and the long-standing relationship that has existed between the Coast Guard and Homer.

Sincerely,

A handwritten signature in blue ink, appearing to read "LH Fagan".

Linda L. Fagan
Admiral, U.S. Coast Guard
Commandant

PORT AND HARBOR ADVISORY COMMISSION
2022-2023 STRATEGIC PLAN
 Approved April 27, 2022

Annually, the PHC prioritizes a list of ongoing, short, medium and long-term goals to aid the commission in charting a general course for the year and keeping on-task.

Ongoing Goals	1. Provide timely, relevant comment to the City Council on Port and Harbor issues.
	2. Harbor Budget: Gain a better understanding of the process, have more communication on budget/projects between City and Harbor Staff, and review it at least annually at meetings.
	3. Establish committees when needed to work on specific tasks.
	4. Maintain the Port and Harbor Marketing Plan, continue lobbying efforts to City Council to maintain marketing funds and working closely with the Homer Marine Trades Association.
	5. Promote and support the new Large Vessel Port Expansion Project.
Short Term Goals By End of 2022	1. Continue working with City Council and City Manager to lower administrative costs to the Harbor Enterprise.
	2. Continue developing more paid parking on the Spit.
	3. Continue identifying other sources of revenue.
	4. Establish a goal for reserves and continue to understand the budget, include setting fees, and dedication of sales tax.
	5. Promote workforce development and housing on the Spit, specifically to seasonal workers.
	6. Develop recommendations to hire a Port and Harbor Project Manager.
Mid Term Goals 1 - 3 Years (2023 – 2025)	1. Create a 5-year Float Replacement Plan for the Small Boat Harbor.
	2. Seek funding to construct the Large Vessel Haul-out and Repair Facility.
	3. Develop a Homer Spit Parking Lot Improvement Plan.
	4. Explore a vessel and vehicle traffic study for the Spit to address congestion issues in the harbor.
	5. Review and provide support on rewriting the Spit Comprehensive Plan.
Long Term Goals 5 Years or More (2027+)	1. Work with Federal and State agencies to develop long-term erosion control measures for the Spit.
	2. Continue to work on overslope opportunities and leasable properties.

OVERALL PHC DUTIES & RESPONSIBILITIES

The purpose of the PHC is to act in an advisory capacity to the City Manager and the City Council on the problems and development of the City's Port and Harbor facilities. Consideration may include the physical facilities, possible future development, and recommendations on land use within the port and harbor areas. Duties and responsibilities are outlined in the PHC's Bylaws and under Homer City Code 2.64.040.

Links to online info:

- Homer City Code 2.64: www.codepublishing.com/AK/Homer
- Homer Port and Harbor Website: www.cityofhomer-ak.gov/port
- Port of Homer Terminal Tariff No. 1: www.cityofhomer-ak.gov/port/port-homer-terminal-tariff-no-1
- City of Homer Adopted Budget: www.cityofhomer-ak.gov/finance/budgets
- Spit Comprehensive Plan: <https://www.cityofhomer-ak.gov/planning/spit-comprehensive-plan-2011>

DUTIES OF COMMISSION/STAFF

Staff Liaison

- Assisting the Chair in setting meetings, preparing agendas, and other documentary material, and coordinating the acquisition of needed materials and training.
- Drafting/submitting reports, memos, and recommendations for those agenda items requiring decisions or recommendations by the Commission to City Council.
- Provide yearly information about the budget.
- Inform the Commission of City Council actions and discussion of harbor-related issues.

Commissioners

- Attend City Council meetings as assigned.
- Attend worksessions and training opportunities.
- Come prepared to make a motion for action at meetings, or ask staff before the meeting for more information.
- Request information from the Staff Liaison or Presiding Clerk.
- Understand their role as an advisory body to City Council; for any change to happen regarding City policies or code usually a council member has to support a PHC's idea and be willing to sponsor a resolution or ordinance to change established City policies or rules.
- How the commission (as a whole) can communicate:
 - Work with the City Manager through the Staff Liaison to keep City Council informed on developing initiatives.
 - Send memos to Council periodically so they have a written report of what's going on; these are written by staff and likely will be part of the City Manager Report or under the PHC Report.
 - Have a Commissioner speak at a Council Meeting under Reports; the PHC is scheduled to give a report at the next City Council meeting following the PHC's regular monthly meeting. It is best to rotate members so Council gets to see and hear from each of you over time. Pay attention to feedback from Council; the Commission may need to change direction, or come up with more support for the topic.

Clerks

- Helps with packet preparation and dissemination
- Records meetings and prepares meeting minutes
- Ensures meetings are properly advertised
- Helps members understand and comply with City policies and procedures governing advisory bodies
- Helps the Commission learn to better communicate with City Council (Memorandums vs Resolutions and Ordinances)

2022 Council Priorities

Fiscal Policy Improvements					
Comprehensive Plan Fast Forward		Zoning Code Modernization		Building Code Adoption and Implementation	
Expansion of Sidewalks and Trails			Water and Sewer Expansion		
Housing Challenges			Emergency Preparedness and Training		
Public Safety Conversations	Volunteer Action Plan	Coast Guard City Designation	Harbor Float Replacements	Recreation Priorities and Planning	Cybersecurity Improvements

2020 Council Initiated Priorities

HERC Demolition/Community Recreation Center			Stormwater Management Plan and Implementation		
Climate Action Plan			Wayfinding/Streetscape		
Water and Sewer Policy	Reserve Funding (Water and Sewer)	Election Code	City Council Operating Manual	Procurement Policy	
Funding for Large Vessel Harbor Study					

2022-23 Homer Port and Harbor Dept. Goals/Bryan Hawkins

Current Challenges and Project Goals (2023)

- Tariff update- Staff have been working on this update since July. Some of the biggest changes including pulling all the specific fee amounts charged for services from the individual tariff sections and inserting them into a newly created appendix for the fee schedule. We also addressed legacy leases in terms of survivorship, aligning corporate vessel ownership within our stall lease program in the Homer municipal harbor.
- K thru Q- damaged T head float repair project, Staff expects to receive the materials for rebuilding these floats any day. Once received we plan to have the repairs in place and those slips open before May 1.
- Parking- Port and Harbor and Public works are working on the overall plan. A meeting was also recently held with AKDOT and our HDL engineers to discuss long term parking planning. We submitted an ADEC SRF Questionnaire for the parking lot improvements, citing storm drain management and the nexus to the ADEC. The ADEC's Intended Use Plan will be issued in May. If the project gets on the Intended Use Plan that is a possible source of funding. Until then, we have issued a notification to HDL to pause work on the engineering lot design Task Order #22-10 as we gather pertinent information and plan.

A meeting was also recently held with AKDOT and our HDL engineers to discuss long term parking planning. This included topics such as the storm water planning mentioned above, and also encroachment permits and the possibility of amending our TORA agreement. (to be determined as we progress further with our plan) The DOT was supportive of our improvements and we all recognized that it would be better to move forward with one overall plan once, instead of making piecemeal changes several years in a row. Also, possible outside funding sources were discussed and explored (see above paragraph). Unified plan goal of 2024. Some smaller goals/ pieces of the master plan listed below:

- 1) Parking fees will be increased from 5 dollars per day to 10 dollars per day this year.
- 2) Change the vacant lot between Freight Dock and Outer Dock road into overflow parking. (this is in process should be ready by May)
- 3) Work with Public works and HDL to complete a RFP to build the parking lot improvements for the Pavilion, Seafarers, and ramp 3-4 parking lots. (see above for progress update)

- 4) Develop a workable plan for implementing parking fee plan for the parking lots along Freight dock road, with a focus on boat trailer parking.
 - 5) Take over parking enforcement at the municipal airport (In Process)
- Campgrounds- Work with Public Works to take over the management of the public owned campgrounds on the Spit. Look for ways to improve the experience, collect the fees using our T2 system, and create an on line pre-registration program for camping. (In Process)
 - Grants,
 - Federal infrastructure grant application- Team Homer will be working over the next several months to complete and submit grant applications seeking federal funding for re-capitalizing as much of the badly worn harbor moorings as possible. We will also be applying for a Municipal harbor grant and likely a Denali Commission grant to help fill out our local match requirement for the bigbigbig float replacement project. (PIDP application in process)
 - Fish Grinder/outfall- Working with Public Works and a local engineer to develop a building replacement plan for the Fish waste grinder facility. Jenny Carroll applied for grant dollars from a fish and game grant to help with the cost to construct. Currently working with RESPC on the design elements for the new building and drainage system.
 - FSP- Facility Security Plan cybersecurity update, DHS has directed USCG MSD to work with the Ports and address cybersecurity. Staff will work to complete an acceptable plan amendment that adequately (CG standard) addresses the Ports vulnerability to Cyber attack. Staff is working with CG to address this in our plan and we have been receiving training from our Technology Chief. (In process)
 - Safety Cameras- Completed the design and cost estimate for a new camera system for ramps 1>5 Port Operations, Maintenance and city I.T. worked with an in state contractor to design a facility camera system for the South side of the harbor. next step fund and install this much needed security system. Design was completed and cost estimate came in at \$344.000. Staff believes that they can take this on in pieces and greatly reduce the costs. 1) install the poles 2)bring in the electrical and then 3) purchase and install the cameras. Nothing has been budgeted as of yet and we are casting about for grant dollars. (project paused)

- Pioneer Dock verses the Tustumena- Dock Damage- Dock repair project is ongoing but coming together. The ship damaged several of the dock fenders in a November 2022 Gail and, although it has taking much longer than any of us liked, engineering is complete, the bids were advertised and project awarded to Alaska Industrial Services, and materials are on site. (Project is currently on hold due to contractor licensing with the State)
- Small boat harbor congestion modeling- Staff is working with USACE's planners for inland waterways to provide data to test and enhance their recently built algorithmic model representing the effects of congestion and overcrowding impacts in small boat harbors. USACE doesn't currently have a verified model they can use for small boat harbors and they've recognized the need to develop one.

Future Port Goals 2023-24 (Planning)

- Grind shack- Build a new fish grinder building with materials that are more robust in a marine environment (a.k.a won't rust), that has the electrical boxes located safety outside of the building, and has a trench drain that directs the fish slime and blood from the totes into the outfall instead of into the street stormwater drain. Special Projects have applied for a grant through Fish and Game for funding to replace this building. I'm told that we should know by July if we can expect any funding assistance from that source.
- Successfully manage the handoff of campgrounds from Parks to Port and Harbor. Raise the fees to \$30 per night. Train staff on enforcement, collections, and campground grounds maintenance.
- Begin parking enforcement at the airport.
- Continue to develop my relationship with the lessees at the airport. Work with DOT on a needed apron improvement for plane staging.
- Work with buildings and grounds on airport terminals improvements.
- Project numbering for finance tracking
- Work with Alaska District Corps to complete the Port Expansion General Investigation. (a multiyear project) (Contract is signed and the team is assembling for start up in May.)
- Spit beautification project, contract with a gardener to install low maintenance gardens at key locations around the harbor. Hook, Port office, ramp 2, Pavilion, LL ramp. I did not budget

for this as we simply had too many irons in the fire. Someday let's talk about sustainable low maintenance gardens.

- Update the Port's Facility Security Plan to allow passenger lightering into the harbor and address the newly required cyber security assessment and amendment to the plan. We have 4 small cruise ships scheduled this year that will be lightering passengers into the small boat harbor which will require a plan amendment. (In Progress)
- Spend staff time looking into grant dollars for ramp 5-1 camera system. It's on our watch list for a small grant to get this security and public safety project done.
- Keep a focus and make progress on CIP list.
- Implement a phased in plan for implementing fee-parking spit wide. Goals being management of congestion, equitable application of fees to facilities users, build a fund for local share of facilities upgrades such as float replacement.



ACTION ITEM REPORT

Scheduling Strategic Plan Work Session

To: Port and Harbor Advisory Commission
From: Amy Woodruff, Port Administrative Supervisor
Meeting Date: May 24, 2023

Summary Statement:

At the April 26th PHC meeting, commissioners moved to postpone consideration of the Strategic Plan until after a work session could be conducted. The following dates are days that both Clerks and Staff can be available for a work session prior to our June meeting.

Tuesday 6/6 5:30pm

Friday 6/9 5:30pm

Wednesday 6/14 5:30pm

Staff Recommendation:

Move to schedule a work session for the Strategic plan for one of the suggested dates

Attachments:

None



ACTION ITEM REPORT

Annual Review of Strategic Plan & Goals

To: Port and Harbor Advisory Commission
From: Amy Woodruff, Port Administrative Supervisor
Meeting Date: 26 Apr 2023

Summary Statement:

The Commission annually conducts a review of its Strategic Plan and Goals. The current plan is in need of some revision. I've identified the following:

- Some of these goals blur staff and commission responsibilities (e.g. "seek funding..." which is a staff role.) This can be addressed by adding language such as "Support staff to...", or by removing those goals.
- Consider where the commission's goals can align with the Council's goals and with the Port Director's goals. We aren't limited by either of those documents, but to work together effectively it's important to keep in mind what Council and Staff are working towards.
- Goals would benefit from defined objectives (specific short-term tasks that advance the goal) as well as "Staff" and "Commission" designations for each objective (e.g. "Commission: Once parking plan is ready for review, hold public worksession to take feedback from the community.") Consult Economic Development Commission's Strategic Plan for an example.

Staff Recommendation:

1. Discuss the strategic plan and any additions or subtractions
2. Submit feedback or revisions to Staff by May 10th
3. Postpone consideration until the May meeting and at that time review a draft amended document compiled by staff & approve the new document

Attachments:

Port & Harbor Advisory Commission 2022-2023 Strategic Plan
2022 & 2020 Council Priorities
Port Director's FY 2024 Goals & Priorities
Economic Development Advisory Commission 2022-2023 Strategic Plan



ACTION ITEM REPORT

Annual Review of PHC Policies/Bylaws

To: Port and Harbor Advisory Commission
From: Rachel Tussey, CMC, Deputy City Clerk
Meeting Date: 26 Apr 2023

Summary Statement:

Per the PHC's calendar, every year at the April meeting the commission reviews their policies, rules, and regulations (aka the bylaws).

What are Bylaws?

Bylaws are rules established by an organization to regulate itself. They prescribe how the group functions, and include rules that can't be changed unless the members get previous notice of a proposed change, and a 2/3rd vote is required to enact any changes. In the case of the City advisory bodies, it goes one step further and bylaw amendments have to be approved by City Council. Bylaws require two commission meetings before they go to Council, and then are adopted by resolution.

Bylaws should include only fundamental rules governing the commission, some of which are established by Homer City Code (such as the commission's purpose) and would require Council amending HCC to change. Information that is likely to change frequently should not be included; those items are better suited for documents related to strategic planning documents or calendars.

Proposed Changes from Staff:

During this review, please consider the following recommended changes from staff:

- **Remove the reference to the Port Director as the assigned staff liaison** – With the change to the assigned staff person, it is recommended to amend Article V. Section 1.
- **Change the official regular meeting time to 5:30 p.m.** – Past commissioners preferred the later meeting time during the summer given their seasonal professions yet in more recent times it has posed consistency issues. The PHC is the only body that changes their meeting time based on the season, leading to confusion with the public on when the PHC regularly meets. Two other advisory bodies meet at 5:30 pm and the time has worked well both for staff and those board/commission members. The Clerk's Office and Port Staff suggest moving to a time that stays the same year-

round, fits between the 5 pm/6 pm meeting times, and is similar to other advisory body start-times for consistency.

- **Add November to the regular meeting schedule** – When the PHC approved their 2023 meeting schedule last October, there was discussion on how in the past there was no November meeting because of Fish Expo but that may not be a necessity anymore with this particular commission and there's enough going on to justify having a November meeting. The commission then added a regular meeting in November for the 2nd Wednesday of the month. If the commission wants to make this a regular thing, staff recommends changing it in the bylaws to make it official.

Staff Recommendation:

Move to amend the Port and Harbor Advisory Commission Bylaws by removing the reference to the Port Director as the assigned staff liaison, changing the official regular meeting time to 5:30 p.m., and add November to the regular meeting schedule; and hold a second reading at the May meeting.

Attachments:

PHC Bylaws with proposed staff edits

**CITY OF HOMER PORT & HARBOR ADVISORY COMMISSION
BYLAWS**

ARTICLE I – NAME AND AUTHORIZATION

This organization shall be called the Port and Harbor Advisory Commission, established via Ordinance 73-1, existing by virtue of the provisions of Chapter 2.64 of the Homer Municipal Code, and exercising the powers and authority and assuming the responsibilities delegated under said Code. The following bylaws were adopted on November 8, 2021 and shall be in effect and govern the procedures of the Port and Harbor Advisory Commission.

ARTICLE II – PURPOSE

Section 1. Act in an advisory capacity to the City Manager and the City Council on the problems and development of the City port and harbor facilities. Consideration may include the physical facilities, possible future development and recommendations on land use within the port and harbor areas.

Section 2. Direct recommendations regarding the operation and maintenance of the facilities to the City Manager via memorandum from the Port and Harbor Advisory Commission.

Section 3. Consider any specific proposal, problem or project as directed by the City Council and any report or recommendations thereon shall be made directly to the Council, unless otherwise directed by the Council.

ARTICLE III – MEMBERSHIP

Section 1. The Commission shall consist of seven members comprised of at least five (5) members that reside inside city limits. Members shall be nominated by the Mayor and confirmed by City Council to serve for three-year terms to expire on February 1st of designated years.

Section 2. Notice of term expirations will be delivered to members by the City Clerk's Office. Members wishing to continue services upon the completion of a three-year term must submit a reappointment application to the City Clerk's Office, which is subject to review by the Mayor and confirmed by City Council. There are no limits on the number of terms a member may serve.

Section 3. Members may not have alternates. If a position is vacated during a term, it shall be filled for the unexpired term by an appointee selected by the Mayor and confirmed by City Council.

Section 4. A member's appointment is vacated under the following conditions:

- A member fails to qualify to take office within 30 days after their appointment;
- A member resigns;
- A member is physically or mentally unable to perform the duties of the office;
- A member is convicted of a felony or of an offense involving a violation of their oath of office; or
- A member has three consecutive unexcused absences, or misses half of all meetings within an appointment year, whether excused or unexcused.

Section 5. The Mayor may appoint, subject to confirmation by the City Council, one City Council member and one Homer area high school Student Representative to serve as consulting, non-voting

members. The Mayor, City Manager, and Port Director/Harbormaster may serve as non-voting, consulting members.

ARTICLE IV – OFFICERS

Section 1. A Chairperson and Vice-Chairperson shall be elected from among the appointed commissioners at the regular February meeting of the Commission.

Section 2. Officers shall serve a term of one year from the February meeting at which they are elected, and until their successors are duly elected. Officers may be re-elected in subsequent years.

Section 3. The Chairperson shall preside at all meetings of the Commission, authorize calls for any special meetings, execute all documents authorized by the Commission, serve as ex officio/voting member of all committees, and generally perform all duties associated with that office.

Section 4. In the event of the absence, or disability of the Chairperson, the Vice-Chairperson shall assume and perform the duties of the Chair. If both the Chairperson and Vice-Chairperson are absent, and a quorum of four members are present, the senior member shall assume and perform the duties and functions of the Chair.

ARTICLE V – CITY STAFF ROLES

Section 1. The staff liaison, ~~assigned by the City Manager,~~ shall assist the Chairperson in setting meetings, preparing agendas, and other documentary material, and coordinating the acquisition of needed materials and training. The staff liaison shall submit reports and recommendations for those agenda items requiring decisions or recommendations by the Commission. Other staff having experience, education, and professional training in the subject matter may provide input into the reports and recommendations, or may provide supplemental information. The information submitted may be oral, written or graphic, or some combination of all.

Section 2. The City Clerk shall designate a recording clerk to take minutes for the Commission and serve as the Commission's parliamentary advisory pursuant to AS 29.20.380(10) and HCC 2.12.010, and assist the Chairperson with the conduct of the meeting.

ARTICLE VI – MEETINGS

Section 1. Regular meetings shall be open to the public and held on the fourth Wednesday of January, ~~through October at 5:30~~ p.m.; and the second Wednesday of ~~November and~~ December at 5:30 p.m. in the designated location and shall be posted for public information as required by Homer City Code and Alaska State Statutes.

Section 2. Special meetings and Worksessions may be called by the ~~staff liaison,~~ Chair, or a majority of the Commission. Notice of such meetings shall be posted in the same manner as that for regular meetings.

Section 3. A quorum for the transaction of business at any meeting shall consist of four members. For purposes of determining the existence of a quorum, consulting members shall not be counted.

Deleted: The Port Director/Harbormaster shall serve as a staff liaison to the commission.

Deleted:

Deleted: , February, March, April, September, and October at 5:00 p.m.; the fourth Wednesday of May, June, July, and August at 6:00

Deleted: 00

Deleted: Port Director/Harbormaster

Worksessions do not require a quorum, however, no action may be taken at a worksession; items on the agenda are for discussion only.

Section 4. Any member who is unable to attend a meeting, whether regular or special, shall contact the Clerk in advance no later than two hours prior to the scheduled meeting time for excusal.

Section 5. Meeting agenda deadline is at 5:00 p.m. the Wednesday preceding the meeting. Allowances will be made for holidays.

Section 6. The order of business for the regular meetings shall include, but not be limited to, the following items, which shall be covered in the sequence shown, as far as circumstances permit. Agenda shall be posted for public information as required by Homer City Code and Alaska State Statutes.

CITY LOGO	NOTICE OF MEETING REGULAR MEETING AGENDA NAME OF BODY DAY OF WEEK, DATE, AND TIME OF MEETING PHYSICAL LOCATION OF MEETING & MEETING ROOM	DEPT. CONTACT INFO (City Clerk's Office)
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1. CALL TO ORDER
2. AGENDA APPROVAL
3. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA (3 minute time limit)
4. RECONSIDERATION
5. APPROVAL OF MINUTES
6. VISITORS/PRESENTATIONS (Chair set time limit not to exceed 20 minutes. Public may not comment on the visitor or the visitor's topic until audience comments. No action may be taken at this time.)
7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS
8. PUBLIC HEARING (3 minute time limit)
9. PENDING BUSINESS
10. NEW BUSINESS
11. INFORMATIONAL MATERIALS (No action may be taken on these matters, for discussion only.)
12. COMMENTS OF THE AUDIENCE (3 minute time limit)
13. COMMENTS OF THE CITY STAFF
14. COMMENTS OF THE COUNCILMEMBER (If one is assigned)
15. COMMENTS OF THE COMMISSION (includes Comments of the Chair since they are part of the commission.)
16. ADJOURNMENT Next regular meeting is scheduled for _____. (Note any other worksessions, special meetings, committee meetings etc.) All meetings scheduled to be held in the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska. (The meeting may be scheduled for the Conference Room or virtually.)

Section 7. Per Resolution of the City Council (Resolution 06-115(A)), Public Testimony shall normally be limited to three minutes per person. Exceptions may be provided for at the Chairperson's discretion or by a majority vote of the members in attendance.

Section 8. Recorded minutes shall be made available by the City Clerk's Office to the Commission prior to the next meeting and a record of all voting will be included in the minutes of each meeting. Minutes shall be available to the public as required by Homer City Code and Alaska State Statutes.

Section 9. Teleconference participation is allowed per the rules and limitations set forth in Homer City Code 2.58.060.

ARTICLE VII – GENERAL OPERATING PROCEDURES

Section 1. The Commission shall abide by the current edition of Robert’s Rules of Order insofar as it is consistent with the Commission’s bylaws, other provisions of Homer City Code, or standing rules. In all other cases, bylaws, the code, or the standing rule shall prevail. This includes, but is not limited to, HCC 1.18 Conflicts of Interest, Partiality, and Code of Ethics; HCC 2.58 Boards and Commissions; HCC 2.64 Port and Harbor Advisory Commission; and the Open Meetings Act – AS 44.62.310-312.

Section 2. Each member, including the chairperson, shall vote, and shall not abstain from voting, unless such member claims a conflict of interest, or has an excused absence, in which event the member shall be excused from voting. The member shall then state for the record the basis for the abstention. Four affirmative votes are required to pass a motion. Voting will be by a roll call vote, the order to be rotated; or by unanimous consent if no objection is expressed. Voting by proxy or absentee is prohibited.

Section 3. Any rule or resolution of the Commission, whether contained in these Bylaws or otherwise, may be suspended temporarily in connection with business at hand; and such suspension to be valid; may be taken only at a meeting at which at least four of the members of the Commission shall be present, and two-thirds of those present shall so approve.

Section 4. Training sessions developed or arranged by the City Clerk and approved by the City Manager shall be mandatory unless a member’s absence is excused by the Chairperson. The City Manager and/or City Clerk, in their discretion and in consultation with the City Attorney as needed, may develop model procedures to be used as a guide for the Commission.

ARTICLE VIII – COMMITTEES

Section 1. Committees of one or more members for such specific purposes as the business of the Commission will only become active upon approval of Council. A memorandum and resolution will go before Council outlining the reason, tasks assigned and termination date. Committees shall be considered to be discharged upon completion of the purpose for which it was appointed, and after its final report is made to and approved by the Commission.

Section 2. All committees shall make a progress report to the Commission at each of its meetings.

ARTICLE IX – BYLAW AMENDMENTS

The Bylaws may be amended at any meeting of the Commission by a majority plus one of the members, provided that notice of said proposed amendment is given to each member in writing. The proposed amendment shall be introduced at one meeting and action shall be taken at the next Commission meeting. Amendments to bylaws shall be effective upon approval of the amendments by City Council via resolution.



City of Homer

www.cityofhomer-ak.gov

Port and Harbor

4311 Freight Dock Road
Homer, AK 99603

port@cityofhomer-ak.gov

(p) 907-235-3160

(f) 907-235-3152

Memorandum

TO: THE PORT & HARBOR ADVISORY COMMISSION
FROM: Crisi Matthews, Commissioner
DATE: 5/15/2023
SUBJECT: PORT AND HARBOR BUSINESS PLAN

Through the Harbor Expansion conversation, our Commission has been asked 'How will you pay for (fill in the blank)' and it prompted the discussion of the need for a Business Plan to support the Enterprise.

This task was assigned internally with staff via the City Manager following our request to hire a support person to assist with some of the needs for the Expansion in October and November 2022.

To date, we don't have an update on the items within the deliverable for not a timeline for review of the product. The Commission should communicate (at this 6 month benchmark) what they are hoping to achieve in this task, what timeline is reasonable, who will produce the final product (whether there will be collaborative input from the Commission on the product being created) and with what deliverables are the framework within it.

Recommendation

For discussion and a recommended motion:

I, _____ motion the Port and Harbor Commission request in a drafted memo to the City Manager an outline of the Business Plan deliverable and timeline for completion. The following items are considered relevant to the final product:

[during discussion, notes can be made below with Commissioner input for the draft memo if one is to be created]



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Port and Harbor

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(p) 907-235-3160

(f) 907-235-3152

Memorandum

TO: THE PORT & HARBOR ADVISORY COMMISSION
FROM: Crisi Matthews, Commissioner
DATE: 5/15/2023
SUBJECT: PORT AND HARBOR FLEET MANAGEMENT PLAN

In recent requests of Council to update portions of the fleet, the Council has made reference to the creation of a Fleet Management Plan (FMP). Being the Port and Harbor operates as an Enterprise, it would seem prudent that we consider creating a Fleet Plan that includes the life remaining and budgeting going forward for such updates.

As new energy opportunities arise with the updating of Harbor Facilities, it seems that looking toward Hybrid Vehicles and available funding for those updates may be useful. If we don't have a FMP to procure those opportunities outlying the need for replacement it will be something that we need to create on the spot versus with time and planning. Our City does have an older 2007 Climate Action Plan that calls for this type of forward thinking and as Pedestal Grants are becoming more available with the Alaska Energy Authority (excerpt below)

The recently passed IJA provides \$5 billion nationally for EV charging infrastructure under the NEVI Formula Program. Under this program, Alaska will receive more than \$50 million over five years beginning in the fiscal year 2023.

it may be time to consider drafting such a document for our Enterprise. Per Resolution 23-036, this would fall under the procurement of additional information to support the Harbor Enterprise and possibly a Commissioner would be interested in assisting staff in collecting and synthesizing this information with the following areas:

- #1 - The vehicles.
- #2 - Replacement schedule.
- #3 - Energy efficiency.
- #4 - Improved collaboration between departments for City decision making on 1-3.

Attachments

Attachment A - Rolling Stock Information

Recommendation

For discussion and a recommended motion: I, _____ motion the Port and Harbor Commission request confirmation from City Council that they would direct the Commission with Staff support to prepare a Fleet Management Plan in the Fall 2023.

Port of Homer Rolling Stock

Last Updated

5/1/2023

Current Year 2023

Rolling Stock - Operations										
Operations	Year	Asset	CURRENT AGE		TOTAL EXPECTED LIFE	YEARS OF LIFE REMAINING	NEEDS TO BE REPLACED IN THIS YEAR	REPLACEMENT COST	License Plate	RRN #
Equipment										
E400	2010	2010 Ford F-150 Regular Cab, Blue	13	years	25	12	2035	\$ 30,000.00	XZC 405	35161844
E403	2009	2009 Chevy Colorado Crew Cab, Blue	14	years	25	11	2034	\$ 30,000.00	XYE 723	33949727
E404	2011	2011 Ford Escape Hybrid, Grey	12	years	20	8	2031	\$ 30,000.00	XYE 847	35380474
E405 yr corrected 4/2016	2005	2005 Ford F-150 Regular Cab, Red 2WD	18	years	25	7	2030	\$ 30,000.00	XZA 571	30405486
E429	2013	2013 Ford F-150 Extended Cab, Blue	10	years	25	15	2038	\$ 30,000.00	XXW 897	37355449
E421	2012	2012 Chevy Silverado1500 Regular Cab	11	years	25	14	2037	\$ 30,000.00	XZD 775	37173425
AK 5505K	1999	1999, 20' Kachemak Welding Aluminum	24	years	20	0	2023	\$ 50,000.00		
E414		Patrol Skiff with Honda 90HP Outboard								
AK 1824AD	2002	2002, 25' Peregrine Harbor Tug with Twin	21	years	30	9	2032	\$ 130,000.00		
E430		150 HP Cummins 4B Series Engines								
								\$ 360,000		

Rolling Stock - Fish Dock											
Operations	Year	Asset	CURRENT AGE		TOTAL EXPECTED LIFE	YEARS OF LIFE REMAINING	NEEDS TO BE REPLACED IN THIS YEAR	REPLACEMENT COST	License Plate	RRN #	
E406	1995	1995 S10 CHEVY PICK UP 4WD	28	years	26	-2	2021	\$ 30,000.00	XXS 627	20655938	
E401 fair market value 4/2016	2003	2003 F250 SUPER CAB PICK UP 4WD	20	years	20	0	2023	\$ 40,000.00	XXW 860	28174578	
E410	2022	Grove MAN LIFT	1	years	24	23	2046	\$ 32,000.00			
									\$ 102,000		

Rolling Stock - Maintenance										
Operations	Year	Asset	CURRENT AGE		TOTAL EXPECTED LIFE	YEARS OF LIFE REMAINING	NEEDS TO BE REPLACED IN THIS YEAR	REPLACEMENT COST	License Plate	RRN #
E240		T1-1996 FLATBED TRAILER		Years			2023	\$ 6,000.00		
E402	2003	2003 FORD F-250 4X4 PU -P/H MAINT	20	Years	20	0	2023	\$ 40,000.00	XXW 859	28174486
E411	2011	2011 BOBCAT VERSA HANDLER	12	Years	25	13	2036	\$ 70,000.00		
E412	1995	T2-1995 FISH CARCUS DUMP TRAILER	28	Years	25	-3	2020	\$ 12,000.00	XXS 622	
E415	2000	2000 FISH CARCUS TRAILER	23	Years	25	2	2025	\$ 12,000.00	XXS 642	25167795
E416	2004	2004 FISH CARCUS TRAILER	19	Years	25	6	2029	\$ 12,000.00		
E417		TRAILER FOR FIRE CARTS		Years				\$ 1,000.00		
E419	2006	2006 KOMATSU WA100M-5 F.E.LOADER-PH	17	Years	25	8	2031	\$ 70,000.00		
E424	2001	2001 F550 USED OIL VAC TRUCK	22	Years	25	3	2026	\$ 60,000.00	XXS 645	25731019

E426	2008	2008 F-350 4X4 - PORT MAINT	15	Years	20	5	2028	\$	40,000.00	XXW 874		
E427	1993	1993 CHEV STEP -SIDE VAN P/H	30	Years	30	0	2023	\$	30,000.00	XXW 877	27146170	Going to surplus
	2023	Mobile Welding Trailer	0	Years	30	30	2053	\$	14,880.00	5096SY	Perm	
E428	2010	2010 F-350 4X4 - PORT MAINT	13	Years	15	2	2025	\$	40,000.00	XXW 886	34355954	
E409	2016	2016 FORD SC FLAT BED	7	Years	20	13	2036	\$	40,000.00	XZD 556	39959546	
		TRAILER FOR 20' PORT OPERATIONS SKIFF		Years				\$	6,000.00			
		WIGGINS FORK LIFT		Years				\$	40,000.00			
PHCOBARGE		ECO BARGE		Years				\$	30,000.00			
		FIRE CARTS X 8, AND FIRE PUMP		Years				\$	210,450.00			
PHHBRCARTS		HBRBOR CARTS USED ON FLOATS		Years				\$	6,000.00			
		SNOW PLOWS X4, PM & ICE HOUSE		Years				\$	31,000.00			
		SNOW SWEEPSTERS X 3		Years				\$	13,500.00			
		HONDA SNOWBLOWER X 8		Years				\$	24,000.00			
								\$	808,830			

Total Rolling Stock **\$ 1,270,830**

Equipment - Maintenance										
Operations	Year	Asset	CURRENT AGE		TOTAL EXPECTED LIFE	YEARS OF LIFE REMAINING	NEEDS TO BE REPLACED IN THIS YEAR	REPLACEMENT COST	License Plate	RRN #
E261	1995	1995 INGERSOLL RAND AIR COMPRESSOR		Years				\$ 5,500.00		
		STAINLESS P/U SANDER -OLD		Years				\$ 6,000.00		
E266		2019 SANDER		Years				\$ 7,835.00		
E282	2001	2001 VIKING WASTE OIL TRANSFER PUMP		Years				\$ 9,000.00		
		BOBCAT 84" ANGLE BROOM		Years				\$ 8,000.00		
		BOBCAT PALLET FORKS		Years				\$ 6,000.00		
E413		RIGID 3000 PSE PRESSURE WASHER		Years				\$ 500.00	XXS 622	
		KOMATSU SNOW PLOW BLADE		Years				\$ 10,000.00		
		KOMATSU PALLET FORKS		Years				\$ 6,000.00		
PHFISHGRNFAC		FISH GRINDER EQUIPMENT		Years				\$ 60,000.00		
		HOTSY PRESSURE WASHER		Years				\$ 6,000.00		
		WELDERS AND EQUIPMENT		Years				\$ 28,000.00		
		HONDA PORTABLE GENERATOR		Years				\$ 12,400.00		
		USED OIL EQUIPMENT		Years				\$ 34,950.00		
		HONDA MULTIPURPOSE WATER PUMP X7		Years				\$ 4,200.00		
2008 GENE	2008	2.45/25 IC ARTICULATING BOOM LIFT	15	Years	25	10	2033	\$ 65,000.00		
		WELDER IN E427		Years				\$ 10,000.00		
								\$ 279,385		

Total Equipment **\$ 279,385**

Total Rolling Stock and Equipment **\$ 1,550,215**

u: drive/office/budget&finance



ACTION ITEM REPORT

2023 Port & Harbor Advisory Commission Meeting Schedule

To: Port and Harbor Advisory Commission
From: Amy Woodruff, Port Administrative Supervisor
Meeting Date: May 24, 2023

Summary Statement:

At the April 26, 2023 meeting, the Port & Harbor Advisory Commission amended its bylaws to set future meeting times to 5:30 PM. Without additional action by the commission, this change will not take effect until the 2024 meeting calendar is set in December.

Staff Recommendation:

Move to amend the start time of all future 2023 Port & Harbor Advisory Commission Meetings to 5:30 PM

Attachments:

None



ACTION ITEM REPORT

Draft Homer Harbor Expansion Charter

To: Port and Harbor Advisory Commission
From: Amy Woodruff, Port Administrative Supervisor
Meeting Date: May 24, 2023

Summary Statement:

On April 17, 2023, the Port & Harbor Advisory Commission joined Homer City Council at a Council Work Session to develop a Charter document to serve as a set of guiding principles for the City of Homer through the Homer Harbor Expansion. The draft document created as a result of that meeting will be shared with

Staff Recommendation:

Attachments:

Draft Homer Harbor Expansion Charter – Pending, to be included in Supplemental Packet



ACTION ITEM REPORT

Draft Homer Harbor Expansion Communications Plan

To: Port and Harbor Advisory Commission
From: Amy Woodruff, Port Administrative Supervisor
Meeting Date: May 24, 2023

Summary Statement:

Commissioner Shavelson requested to review the draft communications plan from HDR at the May meeting. The draft plan will be provided as a supplemental item next week.

Staff Recommendation:

None.

Attachments:

Draft Homer Harbor Expansion Communications Plan– Pending, to be included in Supplemental Packet

CITY OF HOMER
HOMER, ALASKA

Erickson/Venuti

RESOLUTION 23-036(S)(A)

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
DIRECTING THE PORT AND HARBOR ADVISORY COMMISSION FOR
RESEARCH AND REPORTING DURING THE PROCESS OF THE
HARBOR EXPANSION GENERAL INVESTIGATION STUDY AND
FLOAT REPLACEMENT PROJECTS.

WHEREAS, In the next three years, there is vital information that needs to be gathered
and given to the Port and Harbor Advisory Commission (PHC), City Staff, HDR and City Council;
and

WHEREAS, City Code 2.64.040 under the Duties and Responsibilities of the Commission
is to "act in an advisory capacity to the City Manager and the City Council on the problems and
development of the City port and harbor facilities. Consideration may include the physical
facilities, possible future development and recommendations on land use within the Port and
harbor areas." "The Commission shall consider any specific proposal, problem or project as
directed by the City Council and any report or recommendations thereon shall be made
directly to the Council, unless otherwise directed by the council." "The City Council may at a
future date expand or withdraw duties and responsibilities of the Commission."

WHEREAS, The PHC strives to fulfill the goals in their strategic plan; and

WHEREAS, The public desires to be involved and the PH commissioners have ongoing
relationships with members of the community and can have dialogue with the public regarding
progress on the Harbor Expansion General Investigation and Float Replacement projects; and

**WHEREAS, The PHC scope of responsibility is greater than just the harbor
expansion; and**

WHEREAS, There are many financial decisions needing to be made that will directly
affect the Port and the City as a whole, and need to be addressed in a timely manner toward
the beginning of the three-year scoping project for the Harbor Expansion and for the match for
the Harbor Float Replacement; and

WHEREAS, The grant application process is demanding and information can be needed
sooner than the process takes; and

WHEREAS, The public needs to be involved and commissioners have unique
relationships with the members of the community in many different areas and can influence
public opinion to move the projects forward in a positive way.

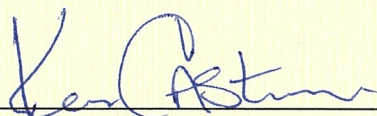
NOW, THEREFORE, BE IT RESOLVED that the Homer City Council directs the Port and Harbor Advisory Commission to gather the information directed by the Chair, **with approval of the Commission**, or Port Director as needed, and report to the Commission the findings at their regular meetings as an agenda item under reports.

BE IT FURTHER RESOLVED, Research is limited to one commissioner per subject in order to satisfy the Open Meetings Act, are fact-finding in nature, and all decisions from that information come from the commission as a whole to the Council. The following subjects are allowed but not limited to:

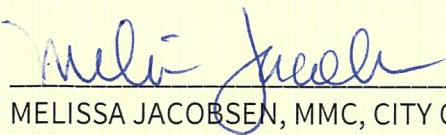
1. Legislative information
2. Marine Trades
3. Tourism and related activities
4. Communications ~~on the water~~ **and technology**
5. Clean Energy
6. Fisheries and Aquaculture
7. User Group and Communication Representatives (Parks, Rec., Conservation, small business etc)
8. Funding sources for Local grant match
9. Spit Comp Plan Review and updates
10. Cargo and Transportation and Movement
11. Financial information for new rates and tariffs
12. Leases **policy and document review**

PASSED AND ADOPTED by the Homer City Council this 24th day of April, 2023.

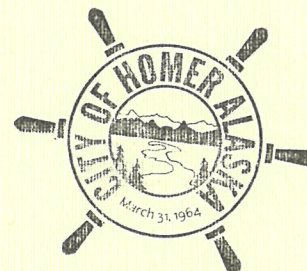
CITY OF HOMER


KEN CASTNER, MAYOR

ATTEST:


MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal note: N/A



**CITY OF HOMER
HOMER, ALASKA**

Lord/Aderhold/Davis

RESOLUTION 23-037

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
OUTLINING THE EXPECTATIONS OF THE CITY COUNCIL FOR
COMMUNITY AND STAKEHOLDER ENGAGEMENT WITHIN THE
HARBOR EXPANSION GENERAL INVESTIGATION/FEASIBILITY
STUDY.

WHEREAS, the Feasibility Cost-Sharing Agreement (FCSA) was signed between the City and the US Army Corps of Engineers in March which sets in motion the General Investigation/Feasibility Study (Study) for the Homer Harbor Expansion project; and

WHEREAS, the Study is a multi-stage and iterative process to identify and evaluate alternatives for a harbor expansion in Homer; and

WHEREAS, the FCSA states that the Project Management Plan (PMP) is developed in coordination with the Sponsor (the City of Homer) and it “specifies the scope, cost, and schedule for Study activities and tasks...and that guides the performance of the Study”; and

WHEREAS, the final decision regarding the Homer Harbor Expansion project will ultimately fall to the City Council; and

WHEREAS, during the course of the Study two types of questions will arise, those that may be addressed as part of the Study (e.g., harbor construction) and those that must be addressed by the City outside of the Study (e.g., harbor operations and maintenance, community growth) but during the Study process; and

WHEREAS, community engagement is critical to ensure that the Study and the subsequent City Council decision-making are robust public processes; and

WHEREAS, throughout the Study, the City will be a strong partner helping to direct the vision for the alternatives; and

WHEREAS, good project management leadership should integrate the voices of the Council, Commissions, and the broader community and stakeholders in a public and transparent way; and

WHEREAS, effective leadership from the City will require close coordination between elected and appointed officials to develop an ongoing operations and maintenance vision

related to any potential alternative, potential community growth, and other identified issues;
and

WHEREAS, all City elected and appointed officials should have the same information for
communicating and outreaching on this project.

NOW, THEREFORE BE IT RESOLVED, that the Homer City Council hereby outlines the
following expectations regarding community and stakeholder engagement within the Harbor
Expansion General Investigation/Feasibility Study-

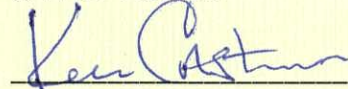
1. The City Council will have an opportunity to review and provide feedback on the Project
Management Plan when it is developed and at any point in which it is modified.
2. Once the City, US Army Corps of Engineers, and HDR have established the Study
leadership teams and organizational structure, the City will present that to the Council,
showing the point of contact for Council and the public and lines of communication
among the parties.
3. A detailed timeline for this project will be provided to the public as soon as possible
now that the FCSA is signed.
4. The City will develop an interactive project website intended to inform the public with
current and accurate information about the project and provide opportunities for the
public to provide comments on the project.
5. There will be at least three scoping meetings for the project, with no more than one
held during summer months (May through August).
6. The City Council and Commission members will be provided with outreach materials
for each public meeting and other outreach materials so they can help to engage the
community and spread the word with consistent and accurate information.
7. City Council will be given a minimum of monthly written updates and a minimum of
quarterly in-person updates from the project leadership team.
8. The City Council and Commissions will be provided a formalized way to submit
significant questions to be answered through the Study and City-led process. All
questions will be documented on the project website and updates/answers will be
updated as they are generated.

9. In order to ensure the broadest possible buy-in and support, any new messaging and concepts developed should be presented to City Council prior to being adopted in final and formally rolled out to the public.

10. City Council will continue to listen to feedback from the public and Commissions, and may update these expectations through resolution at any time over the course of the Study.

PASSED AND ADOPTED by the Homer City Council this 10th day of April, 2023.

CITY OF HOMER



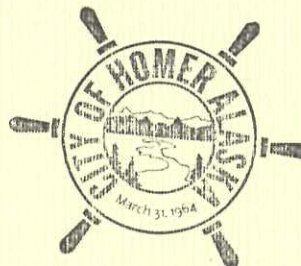
KEN CASTNER, MAYOR

ATTEST:



MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal note: N/A





City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue

Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum Supplemental Packet

TO: CHAIR MATTHEWS AND PORT & HARBOR ADVISORY COMMISSION
FROM: RENEE KRAUSE, MMC, DEPUTY CITY CLERK II
DATE: MAY 24, 2023
SUBJECT: SUPPLEMENTAL PACKET

6. VISITORS/PRESENTATIONS

6.A. Kachemak Bay Estuarine Research Reserve Presentation **Page 3**

10. NEW BUSINESS

10.D. Draft Homer Harbor Expansion Project Charter **Page 17**

11. INFORMATIONAL MATERIALS

11.A. Port Operations Report **Page 19**
May 2023 Port Operations Report **Page 22**
May 2023 Statistics

- Commission Annual 2023 Calendar **Page 23**
- City of Homer Newsletter May 2023 **Page 25**
- City Manager's Report for May 22, 2023 City Council Meeting **Page 27**



National Estuarine Research Reserves: Living Laboratories for Science, Education, and Protection





Outline

Kachemak Bay National Estuarine Research Reserve (KBNERR)

- Who we are, where we work, what we do

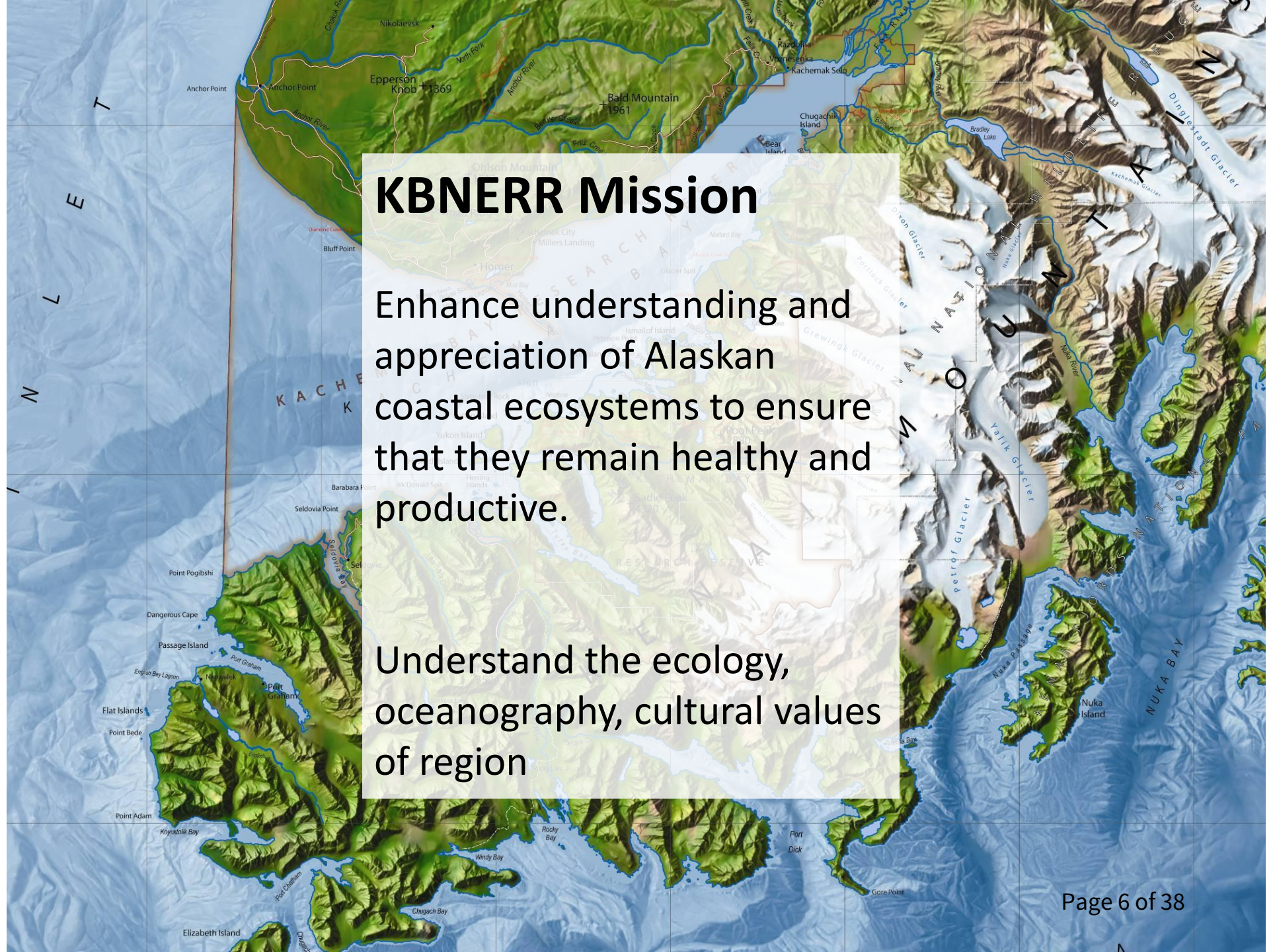
Last biological assessment for proposed Homer Harbor expansion

- Key findings
- Information lacking

Benefits of including KBNERR in biological assessments

- Currently have an MOU with City of Homer
- Work with ongoing partnerships within Kachemak Bay
- Provide science to Army Core of Engineers and HDR





KBNERR Mission

Enhance understanding and appreciation of Alaskan coastal ecosystems to ensure that they remain healthy and productive.

Understand the ecology, oceanography, cultural values of region



KBNERR

Research

- long-term monitoring
- watershed and marine-based ecology



Engage the Community

- Coastal training program



Education

- K-12 / internships
- Discovery labs





weather



Water quality,
weather,
phytoplankton,
invasive
species

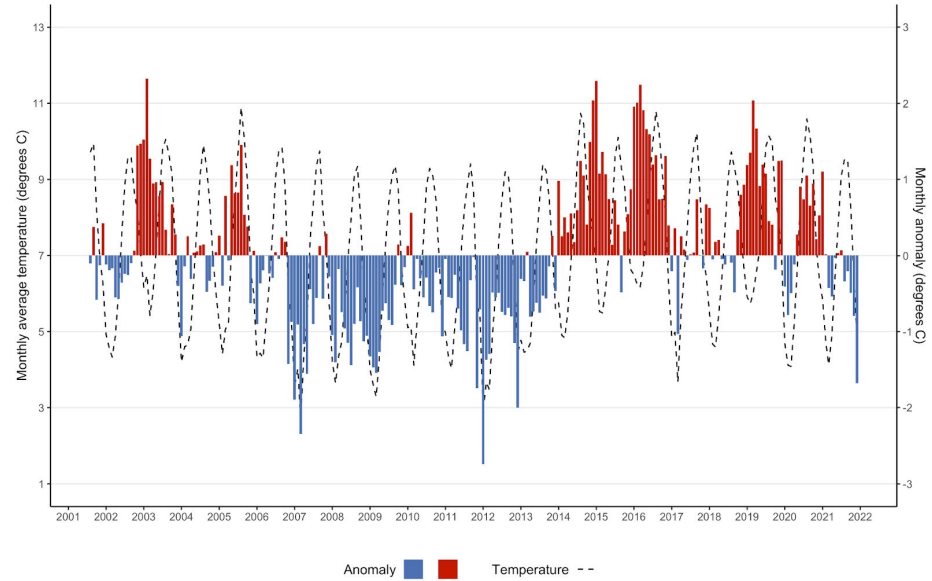


phytoplankton



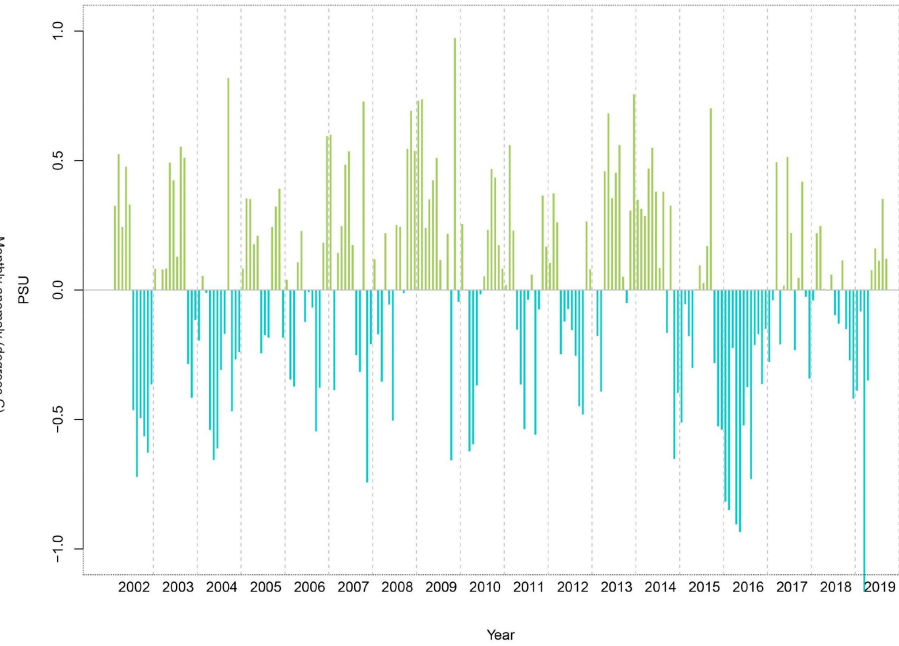
Long-term monitoring

Seldovia water temperature, August 2001 - December 2021



Temperature

Monthly Salinity Anomalies, Homer Deep



Salinity



Weather



Long-term monitoring: Invasive / Harmful species

LOOK OUT FOR INVASIVE European Green Crab

What is an invasive animal?

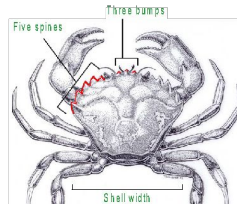
The European green crab is an invasive animal that may come to Alaska. Invasive animals come from other parts of the world and can be harmful to the environment, natural resources, humans, and the economy. Green crabs eat clams, oysters, mussels, marine worms and small crustaceans that are important foods for native aquatic species. Once established in Alaska, green crabs could pose a serious threat to native crabs, including the young of commercial crabs, as well as to clam and oyster fisheries.

How do they get here?

European green crabs probably came to the U.S. in ships' ballast water. They may also be transported with shells, aquaculture, or packing materials in aquaculture operations. Larval green crabs can also spread from one invaded area to another in ocean currents. Scientists and resource managers generally agree that with climate change warming Alaska waters, it is no longer a matter of 'if' but 'where and when' green crabs will arrive in Alaska.

What if I find one?

If you find a green crab, do not throw it back alive! Keep it in a container with the date and location you found it, freeze it or preserve it with rubbing alcohol, and call 1-877-INVASIV. The collected crab will be needed to confirm its identification. If you are interested in learning more about citizen-based invasive species monitoring, call 1-877-INVASIV or one of the other agencies listed here.



Green crabs can be identified by their unique shell shape. Adults can have shells up to four inches across in width.



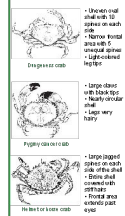
How do I identify a green crab?

European green crabs are not always green! The top of the shell may be mottled dark brown to dark green, with small yellow patches. The bottom may be orange or red during molting. The best way to identify them is to count the spines. There are 5 spines on each side of the front of the shell, and 3 bumps between the eyes. Adult shells can be up to 4 inches across.

Where should I look?

Green crabs live on rocky shores, jockle beaches, sandbars and tidal marshes. They can often be found near eelgrass beds or other shoreline vegetation. Green crabs tolerate a wide range of water salinity and temperature. They can also survive upstream of river mouths in some estuarine environments.

Common Alaskan Crabs

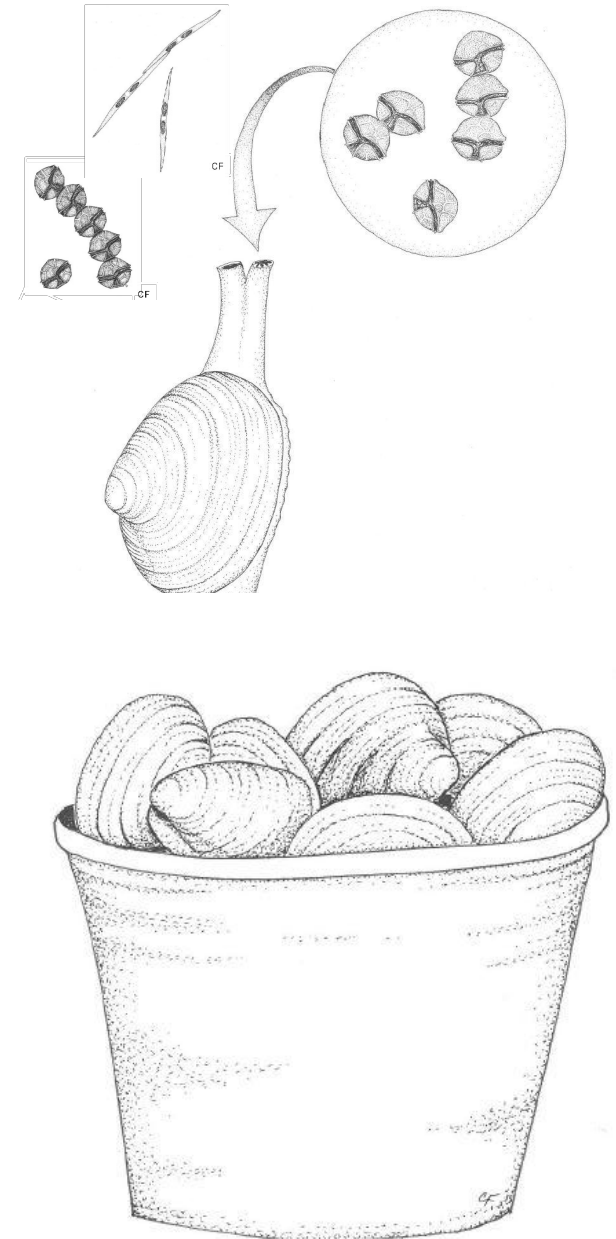


1-877-INVASIV

Learn more about citizen monitoring & invasive species in Alaska on the web: www.invasiv.org or call 1-877-INVASIV.



<https://www.cityofhomer-ak.gov/publicworks/fishing-lagoon>



Report on proposed Homer Harbor Expansion 2007 - 08

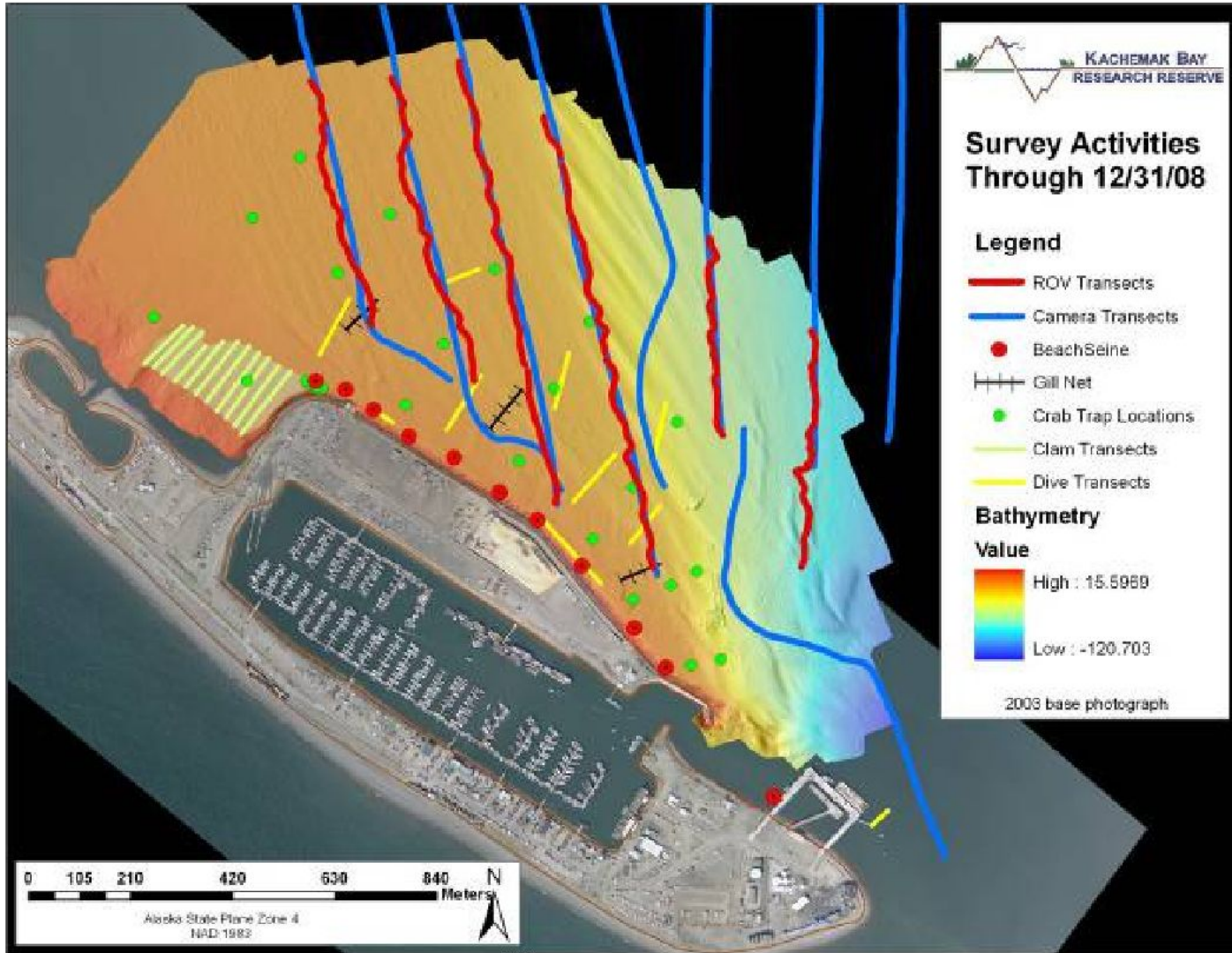


Figure 3. Spatial representation of gear deployments within the proposed Homer harbor expansion.

- ROV transects
- Camera Transects
- Gill netting
- Beach seines
- Crab trapping
- Clam transects
- Dive transects

Report on proposed Homer Harbor Expansion 2007 - 08

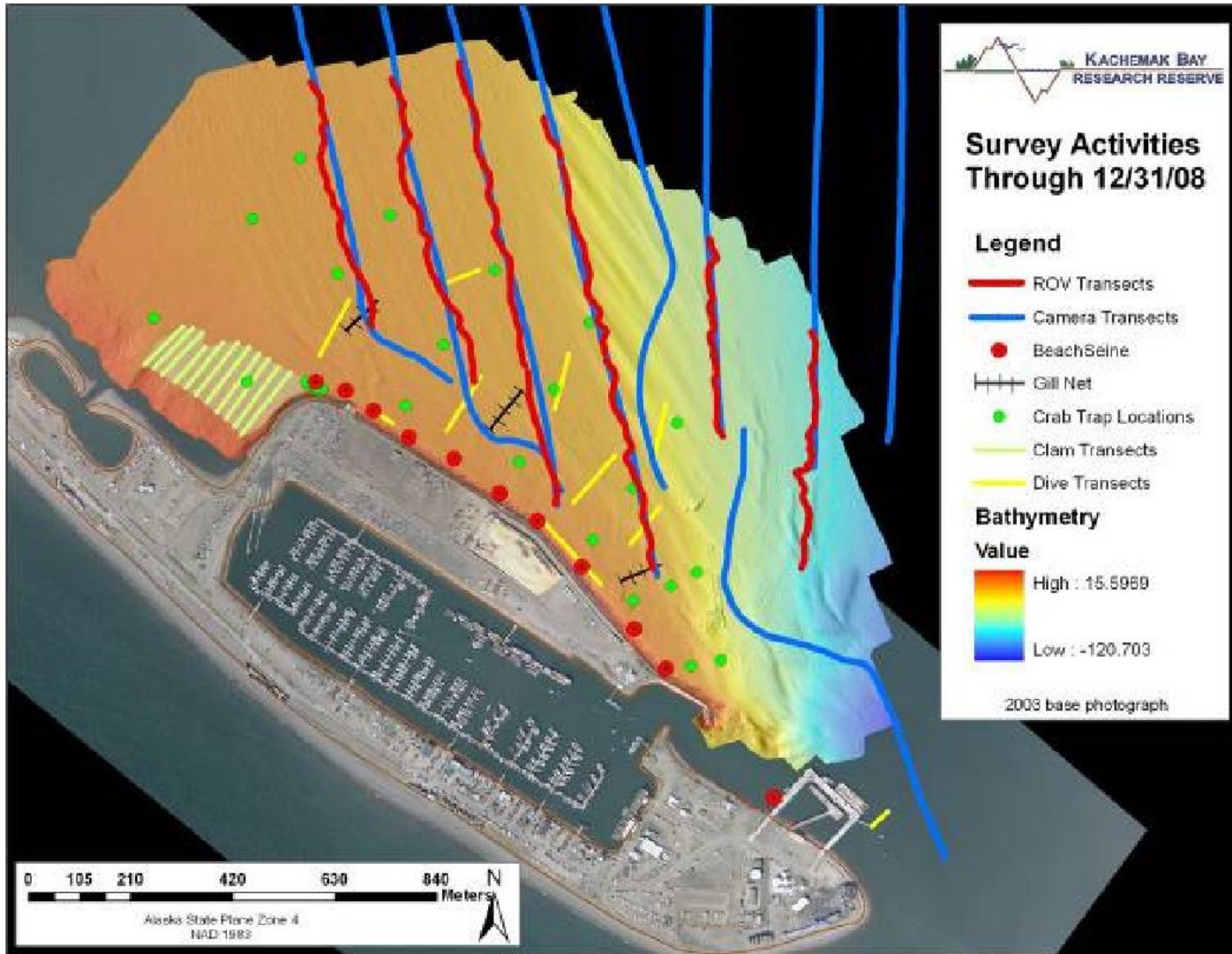


Figure 3. Spatial representation of gear deployments within the proposed Homer harbor expansion.

- Dominated by littlenecks
- Helmet and Dungeness crabs most common followed by sea stars
- Juvenile Chinook, Coho, Sockeye salmon and Dolly Varden
 - Most abundant in summer
- Abundant sessile organisms
 - Provide habitat
 - Provide resources



Potential Impacts

1) loss of habitat from excavation or burial

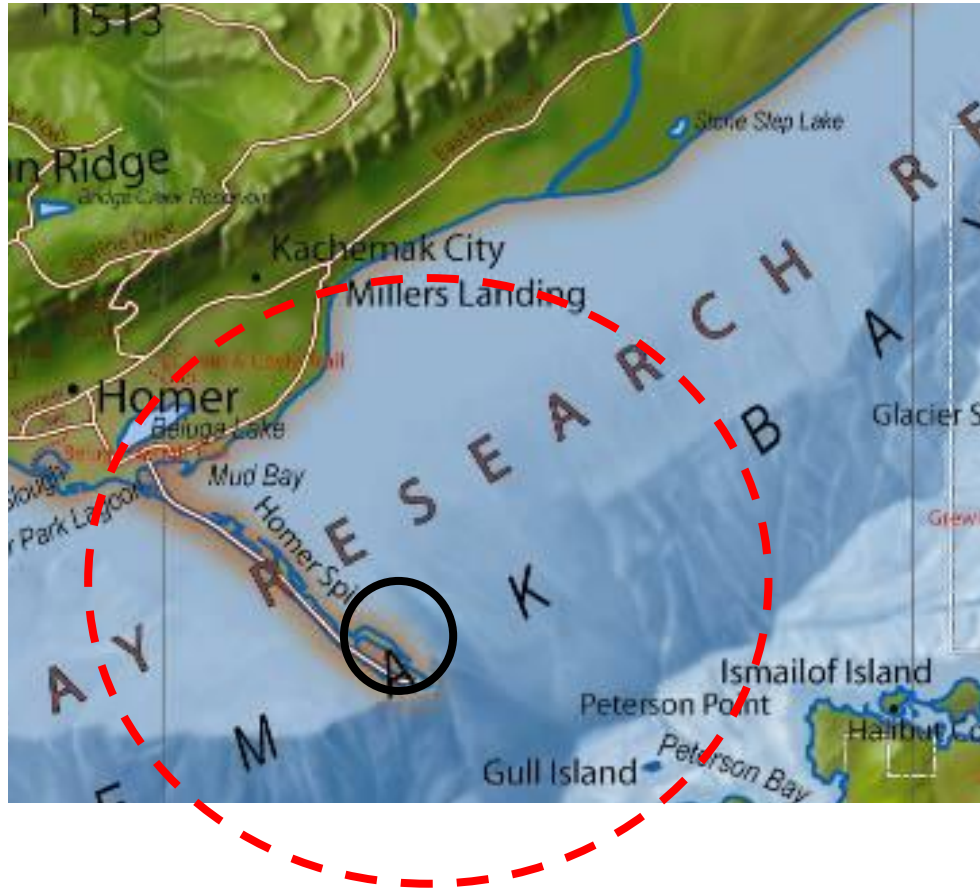
2) change in circulation patterns

3) Increased sedimentation

Many taxa would likely recolonize after disturbance

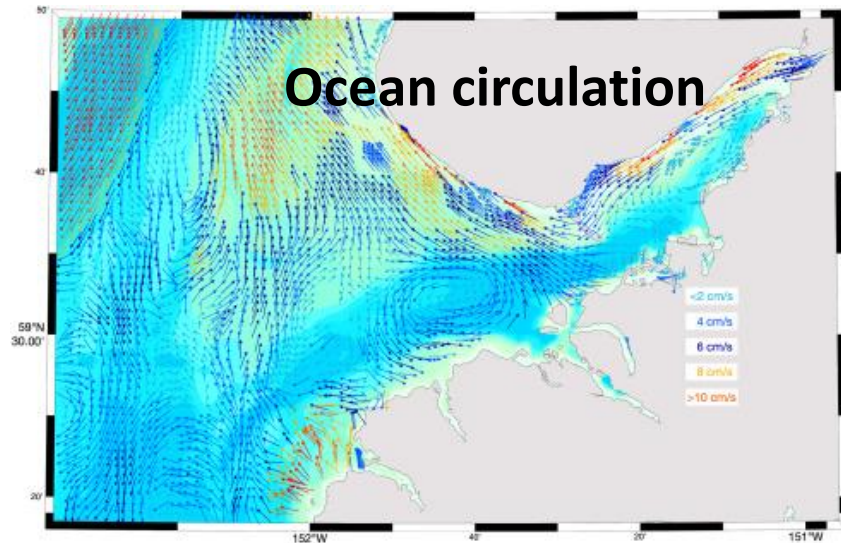
Persistent disturbance from sedimentation and/or persistent change in ocean circulation

Ecosystem approach to evaluate harbor and beyond

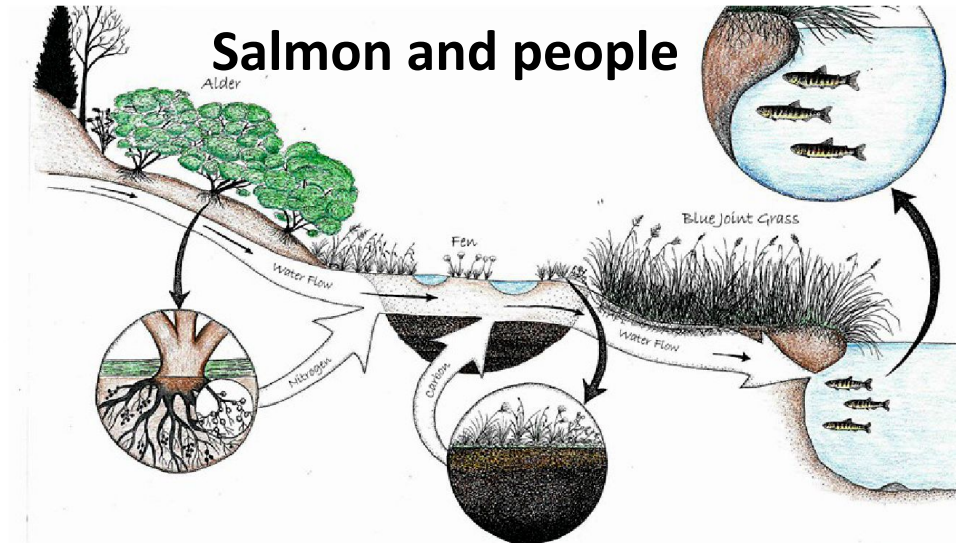


- Regime shifts (clams, sea stars, temp)
- Phytoplankton / kelp
- Pelagic fish communities
- Shorebirds
- Marine mammals
- Physical oceanography (sedimentation, ocean circulation)

Incorporate new research in harbor & beyond

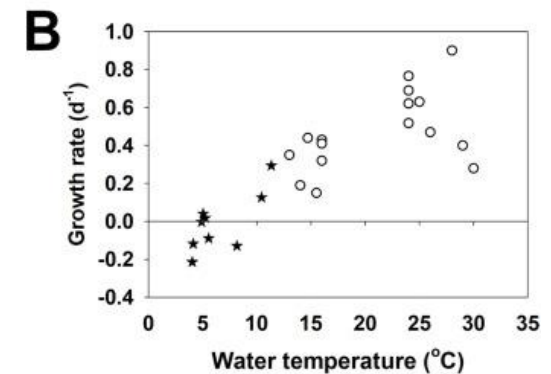
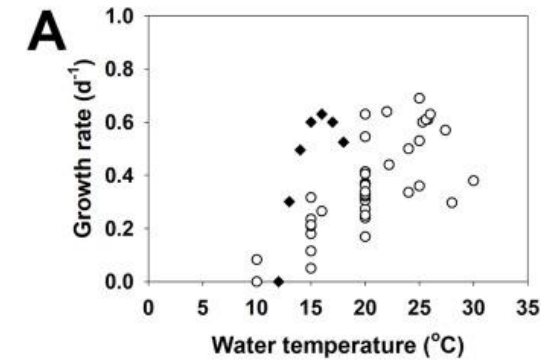


Johnson 2021



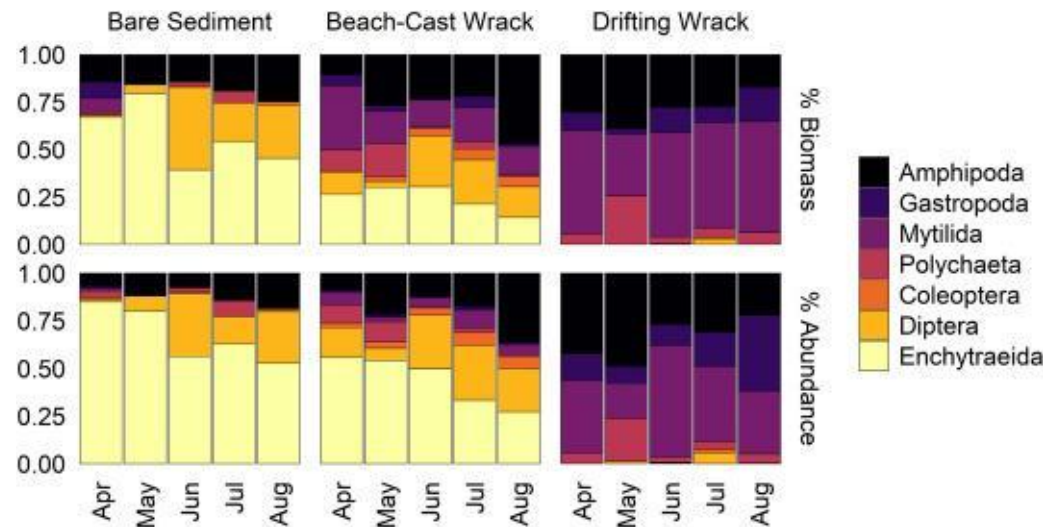
Walker et al. 2021

Growth of phytoplankton



Vandersea et al. 2020
Page 15 of 38

Kelp wrack importance



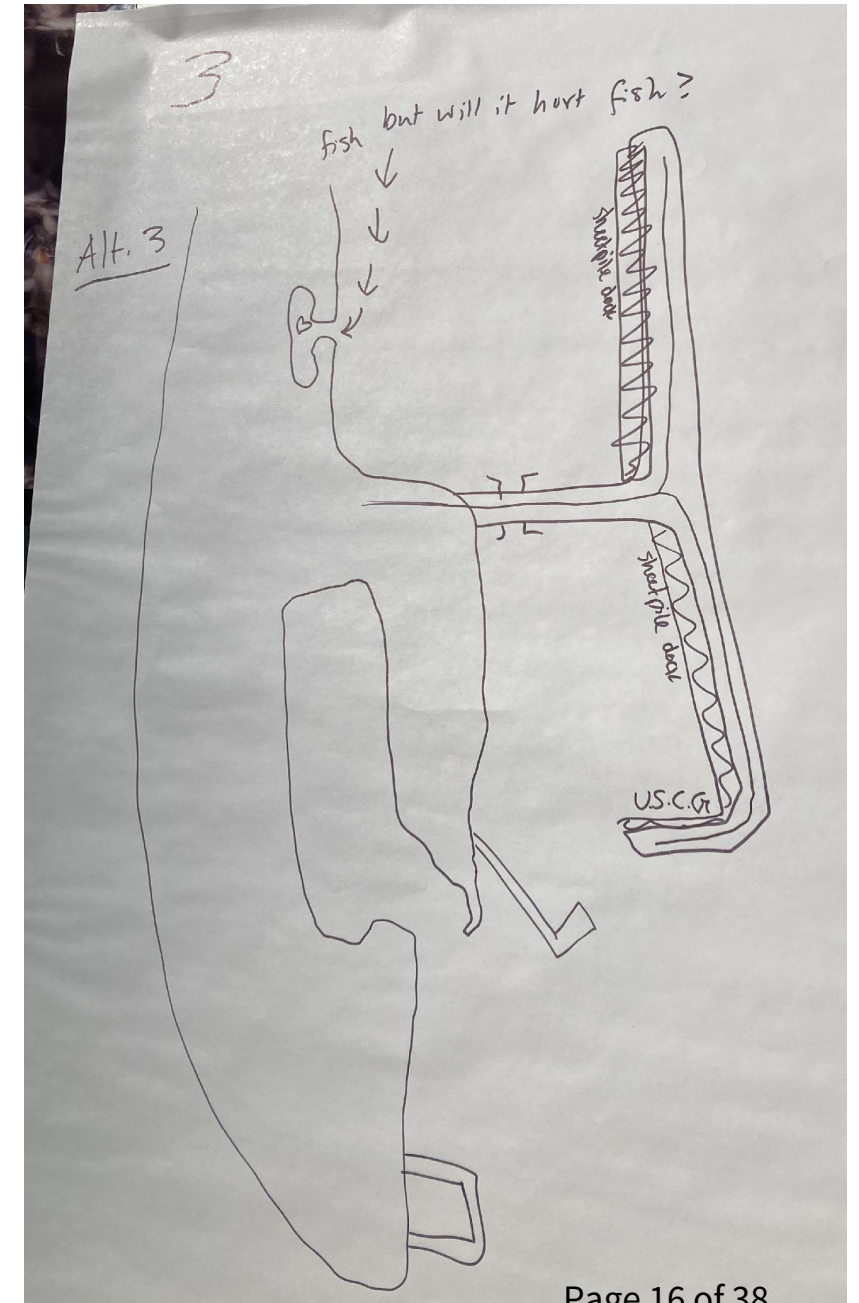
Ulaski et al. 2023

MOU with City of Homer



We have the science and community engagement scaffolding...
We should use it!

Contact: Dr. Lauren Sutton;
lsutton7@alaska.edu





CHARTER DOCUMENT



Vision

Recognizing Homer's unique environmental setting and our common love to live, work, and play here; we will enhance Homer's maritime opportunities in a fiscally, environmentally, and socially responsible manner for the benefit of all.

Goals and Objectives

- Relieve transportation congestion
- Improve safety and efficiency within the harbor(s)
- Foster a collaborative partnership with the U.S. Army Corps of Engineers
- Expand economic base
- Foster maritime trades industry and other year-round opportunities
- Enhance navigational safety and regional connectivity
- To the extent feasible, prioritize incorporation of:
 - » Green Energy (e.g., solar, wind, tidal)
 - » Green Infrastructure (e.g., adding vegetation, capturing runoff)
 - » Food Security (e.g., provide support for goods and supplies needed in regional communities)
 - » Polar Security (e.g., provide support for federal security measures regarding expanding arctic navigation)
- Has a balanced harbor design, to include the following factors:
 - » Performs necessary harbor functions
 - » Has pleasing aesthetics
 - » Is within a sustainable construction, operations, and maintenance budget
 - » Maintains environmental integrity and quality of life
 - » Minimizes adverse impacts to the community
 - » Provides for flexibility that promotes smart growth
 - » Support services for large vessels

Mission

Work collaboratively with all segments of the community to explore opportunities to expand necessary infrastructure while ensuring Homer's maritime future, navigational safety, and regional connectivity in alignment with Port and Harbor Standard Operating Procedures' Mission Statement as well as maintaining environmental integrity.

Success Factors

- Proactively engage and work collaboratively with the community and port & harbor stakeholders, and provide meaningful community and stakeholder engagement opportunities
- Provide transparency of decision process and design development
- Align with national priorities
- Engage scientific agencies through study advancement
- Promote educational, research, and scientific opportunities
- Foster collaborative relationship with Department of Transportation and Public Facilities and other stakeholder agencies
- Provide applicable utilities (e.g., water, sewer, electric) the necessary input to provide required support infrastructure
- Promote strong, sustained support and leadership from the City Staff, City Council, and associated Commissions
- Identify risks early and manage appropriately
- Continually consider community-wide socioeconomical effects due to harbor expansion and align with current community-wide planning policy
- Create and sustain a safe, respectful, collaborative, and enjoyable work environment for all City, Consultant, and Contractor staff
- Deliver construction activities on time, to specification, and within target costs
- Encourage innovation in programmatic approach to find opportunities for cost savings, environmental betterments, and community growth



MAY 2023 PORT OPERATIONS REPORT

1. Administration

Staff met with:

- City Manager and other Dept. Head staff- leadership team/dept. head meetings
- Helen Gales, Upsafety Software (videoconference)- Re: standing up new parking software system
- Bruce Sexauer and Curtis Lee, USACE(teleconference)- Re: planning for upcoming harbor expansion GI study initiation and charrette
- Nils Andreassen, Alaska Municipal League(videoconference) – Re Ports planning presentation, Senate transportation testimony
- Rear Adm. Mark Sucato and staff, USNavy (videoconference) – Re general port introduction and discussion
- Aurah Landau and HDR grant writing team (videoconference- Re upcoming Homer PIDP grant application submission.
- Curtis Lee, USACE Project Manager (video conference)- Re weekly meeting for general Homer Expansion GI study planning/check in
- Elizabeth Walton, Finance Director- Re Budget planning meeting
- Bernie Rosenberger, Global Diving- Re project kick off construction meeting for cathodic protection project
- J&H Consulting, Rob Dumouchel, and Jenny Carroll- Re planning for Senator Murkowski meeting
- US Senator Murkowski & staff, Rob Dumouchel and J&H Consulting (videoconference)- Re Homer projects on a whole, funding topics, and harbor expansion.
- AAHPA scholarship review committee(teleconference)- Re this season's scholarship applicants, applications and awards
- AMHS ferry focus group (videoconference)- Re workshop for Homer/Seldovia/Kodiak re future planning and feedback
- Nils Andreassen, Alaska Municipal League (video presentation)- Re ports and harbor presentation to AML members
- Curtis Lee, USACE; HDR staff; and City Staff(videoconference)- Re planning session for Homer charrette

2. Operations

The months of April and May have brought about the return of the fleet as well as new commercial fishing and recreational vessels. Harbor officers have been working on:

- Preparing stalls for the arrival of tenants, corresponding with stall lessees to identify vacancies, and hotberthing transient vessels in available stalls for mitigation of congestion in transient moorage and the maximum efficient use of available space.
- Assisting vessels requiring tows for mechanical failure and availability of owner operator.
- Assisting with large vessel movement on system 5, often coordinating with two or three vessels moving together in order to satisfy customer needs.
- Assisted port maintenance in the harbor transient float system end cap restoration project.
- Hired seasonal parking enforcement staff, established seasonal parking lot access and egress delineation.
- Created a new 7-day limit parking lot at the intersection of Homer Spit Road and Outer Dock Road, with corresponding signage, capable of accommodating 100 vehicles.
- Updating seasonal fee pay parking lots and signage for the 2023 changes to daily fee parking (\$10/day)
- Public fish cleaning tables are functioning at the fishing hole and ramp 4, serviced daily by the harbor assistants.
- Ensuring grounds keeping responsibilities, camp site delineation, and camp fee compliance at Mariner Park, Fish Hole and Tent Camp West.
- Provided ADEC the absorbent material used to clean up an oil spill originating in the Old Town Homer district.
- No Wake decals were installed on the Deep Water Dock south mooring can.
- Kids Don't Float lockers have been replenished for the summer season.
- Seasonal picnic tables and convenience trash receptacles have been deployed in high traffic pedestrian areas.

Notable events included:

- USS Momsen conducted its port call in Homer May 3 thru May 6th.
- A graveyard shift officer prevented a 24' recreational vessel from sinking by implementing emergency dewatering pumps.
- A swing shift officer responded to an EMS call involving an inbound emergency medical transport.
- The deputy harbormaster spoke to a crowd of Paul Bank Elementary school students about personal water safety while using the harbor and the impact of tides in Kachemak Bay.
- The deputy harbormaster spoke to a group of KPC students involving the techniques for using Homer's load & launch ramp.
- The harbor assisted HPD with the investigation of reported theft, utilizing port & harbor video surveillance.

3. Ice Plant

Plant Ice operation open 0800-1800 7 days a week. Up and Down weather has slowed Halibut and Black cod landings over the last month. Ice production is going well and our preventive maintenance program will insure that remains the same. Completed annual crane maintenance and inspection. #7 Crane installed and certified for public use. In addition to the daily duties of making and selling ice, managing the Bait Room, issuing crane permits, and cleaning the dock, Ice Plant personnel

- Welcomed Brenden Fuson to the Ice Plant/Fish Dock.
- Assisted the ATS Technicians on the Net Card reader server upgrade.
- Cleanup and maintenance of fish dock man lift equipment
- Installed bird deterrent equipment on ice plant infrastructure, ongoing and working.
- Finished water line hookups and turned on for the public.
- Doing weekly removal of hard ice buildups from around evaporators and ice rake sprockets and chains.
- Continued pressure washing of Ice Plant/Fish Dock.

4. Port Maintenance

Port Maintenance has been busy with the following:

- Rehabilitating the ends of Q and N floats
- Installing fish cleaning stations at Ramp 4 and Fishing Lagoon
- Turning on potable water to system 1 and 2
- Assisting Operations with parking barriers and delineators
- Rebuilding stairs at Mariner Park pavilion
- Prepped camel fenders for USS Momsen
- Turned on bird deterrents at DWD
- Electrical troubleshooting and repair
- We welcome Jeffery "Jay" Austin to the PM staff as our seasonal hire

Port & Harbor Monthly Statistical & Performance Report

For the Month of: **April 2023**

<u>Moorage Sales</u>			<u>Stall Wait List</u>		
	<u>2023</u>	<u>2022</u>		<u>2023</u>	<u>2022</u>
Daily Transient	132	321	No. on list at Month's End		
Monthly Transient	101	132	20' Stall	10	8
Semi-Annual Transient	19	17	24' Stall	53	57
Annual Transient	9	9	32' Stall	187	191
Annual Reserved	1	4	32'A Stall	14	14
			40' Stall	71	71
			50' Stall	34	29
			60' Stall	5	4
			75' Stall	6	4
			Total:	380	378
<u>Grid Usage</u>			<u>Docking & Beach/Barge Use</u>		
1 Unit = 1 Grid Tide Use	<u>2023</u>	<u>2022</u>	1 Unit = 1 or 1/2 Day Use	<u>2023</u>	<u>2022</u>
Wood Grid	4	6	Deep Water Dock	22	27
Steel Grid	0	1	Pioneer Dock	14	9
			Beach Landings	1	3
			Barge Ramp	100	147
<u>Services & Incidents</u>			<u>Marine Repair Facility</u>		
	<u>2023</u>	<u>2022</u>		<u>2023</u>	<u>2022</u>
Vessels Towed	1	1	Vessels Hauled-Out	0	1
Vessels Moved	10	14	Year to Date Total	3	3
Vessels Pumped	4	0	Vessels using facility uplands		3
Vessels Sunk	0	0			
Vessel Accidents	0	0	<u>Wharfage (in short tons)</u>		
Vessel Impounds	0	1	In Tons, Converted from Lb./Gal.	<u>2023</u>	<u>2022</u>
Equipment Impounds	0	3	Seafood	618	284
Vehicle Impounds	0	0	Cargo/Other	114	409
Property Damage	0	0	Fuel	*	22,259
Pollution Incident	1	2			
Fires Reported/Assists	0	0			
EMT Assists	1	0			
Police Assists	0	0			
Public Assists	15	6			
Thefts Reported	1	0			
			*not available at time of report		
<u>Parking Passes</u>			<u>Ice Sales</u>		
	<u>2023</u>	<u>2022</u>		<u>2023</u>	<u>2022</u>
Long-term Pass	15	12	For the Month of April	125	133
Monthly Long-term Pass	0	2			
Seasonal Pass	10	4	Year to Date Total	262	199
<u>Crane Hours</u>			<u>Difference between</u>		
	<u>2023</u>	<u>2022</u>	<u>2022 YTD and 2023 YTD:</u>		
	154.6	105.8		63 tons more	

PORT & HARBOR ADVISORY COMMISSION 2023 Calendar

	AGENDA ITEM DEADLINE TO PORT STAFF	PHC MEETING	CITY COUNCIL MEETING FOR REPORT*	ANNUAL TOPICS/EVENTS
JANUARY	Wednesday 1/18 5:00 p.m.	Wednesday 1/25 5:00 p.m.	Monday 2/13 6:00 p.m. [Siekaniec]	• Clerk Reappointment Notices Sent Out
FEBRUARY	Wednesday 2/15 5:00 p.m.	Wednesday 2/22 5:00 p.m.	Monday 2/27 6:00 p.m. [Matthews]	• Terms Expire February 1st • Election of PHC Officers • Economic Development Worksession: Land Allocation Plan & Comp Plan
MARCH	Wednesday 3/15 5:00 p.m.	Wednesday 3/22 5:00 p.m.	Tuesday 3/28** 6:00 p.m. [Friend]	
APRIL	Wednesday 4/19 5:00 p.m.	Wednesday 4/26 5:00 p.m.	Monday 5/8 6:00 p.m. [Pitzman]	• City Budget Review/Develop Requests *may be n/a during non-budget years • Amend Commission's Bylaws
MAY	Friday 5/12 12:00 p.m.	Wednesday 5/24 6:00 p.m.	Monday 6/12 6:00 p.m. [Friend]	• Annual Review of Strategic Plan & Goals – Set Worksession for June • 2nd Meeting – Amend Commission Bylaws Meetings • Draft Homer Harbor Expansion (HHE) Project Charter • Draft HHE Project Communications Plan • Draft Port & Harbor Business Plan • Draft Harbor Fleet Management Plan
JUNE	Friday 6/16 12:00 p.m.	Wednesday 6/28 5:30 p.m.	Monday 7/24 6:00 p.m.	• Capital Improvement Plan Annual Review w/ Special Projects & Communications Coordinator Carroll
JULY	Friday 7/14 12:00 p.m.	Wednesday 7/26 5:30 p.m.	Monday 8/14 6:00 p.m.	
AUGUST	Friday 8/11 12:00 p.m.	Wednesday 8/23 5:30 p.m.	Monday 8/28 6:00 p.m. [Velsko]	• Capital Improvement Plan Annual Review (<i>follow-up if needed</i>)
SEPTEMBER	Friday 9/15 12:00 p.m.	Wednesday 9/27 5:30 p.m.	Monday 10/9 6:00 p.m. [Zeiset]	• Spit Comprehensive Plan Annual Review • AAHPA Conference Sep. 25-29th
OCTOBER	Friday 10/13 12:00 p.m.	Wednesday 10/25 5:30 p.m.	Monday 11/27 6:00 p.m. [Zeiset]	• Approve Meeting Schedule for Upcoming Year
NOVEMBER	Friday 10/27 12:00 p.m.	Wednesday 11/8 5:30 p.m.		• Seattle Fish Expo •

DECEMBER	Friday 12/1 12:00 p.m.	Wednesday 12/13 5:30 p.m.	Monday 1/8/2024 • Land Allocation Plan Annual Review 6:00 p.m. [Siekaniec]
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*The Commission’s opportunity to give their report to City Council is scheduled for the Council’s regular meeting following the Commission’s regular meeting, under Agenda Item 8 – Announcements/ Presentations/ Borough Report/Commission Reports.

**City Council’s March meeting will be held on a Tuesday due to Seward’s Day.

**There will be no First Regular Meeting in July or November.

*** The City Council traditionally cancels the last regular meeting in December and holds the first regular meeting and one to two Special Meetings as needed.



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

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(f) 907-235-3148

Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: May 18, 2023
SUBJECT: City Manager's Report for May 22, 2023 Council Meeting

US Army Corps Charrettes

The US Army Corps of Engineers' charrette process got underway on Wednesday, May 17th and is scheduled to run through Friday, May 19th. Working together with the Army Corps, and our owner's representative HDR, the charrette process was expanded and public engagement opportunities increased beyond what would be provided in a "standard" project study. Only one day of the charrette occurred before submittal of my report, but I have high hopes for the outcome of this early checkpoint in the study.



Todd Cook Wins AWWMA Large System Manager of the Year Award!

In addition to the City's award for the large wastewater system of the year, Todd Cook, Homer's Water/Sewer Superintendent, received the Large System Manager of the Year Award from the Alaskan Water & Wastewater Management Association (AWWMA) at its annual conference in Anchorage on May 10, 2023. This award is in "recognition of excellence in performance as a manager of a large water and/or waste water system in Alaska. "Large" refers to any system serving 2,500 or more customers, which means Todd was chosen from managers representing Anchorage, Wasilla, Juneau and other, much larger cities. Todd has served the citizens of Homer for almost 14 years. He has been instrumental in introducing upgrades to the City's water and waste water operational and maintenance protocols that have improved water quality for Homer customers and Kachemak Bay. Prior to coming to Homer, Todd worked for the water/sewer utilities of Cordova and Sitka.

He plays the Native American flute, bass guitar and drums. His eight children include multiple wrestling champions, boys and girls, who have represented Homer at state and national wrestling tournaments over a period of over 10 years. I'm planning on having Todd make a brief presentation to Council in June about our water and wastewater systems.

Information Technology Plan Update

The IT Division, under the direction of Library Director Dave Berry, developed its first comprehensive Information Technology Plan in 2021. In a time of pandemic, high demand for tech services, and low staffing levels, it was very helpful to deploy a well-structured planning framework to focus our IT efforts. Earlier this year, Bill Jirsa joined the IT team as the Chief Technology Officer. He is currently leading the team through an update to the IT Plan for FY24 and beyond. Our main priorities for the foreseeable future are cyber-security, service management, and infrastructure reliability. We're still understaffed for the size and complexity of our organization's IT assets (I would recommend building up to at least five FTE across the next few years), but with all three budgeted positions filled in IT we are seeing a lot of great work from the team.

Budget Chat on KBBI

Mayor Castner, Councilmember Lord, and I were the guests for this week's Coffee Table program. We spent the hour talking about the budget currently before Council, the process of developing the budget, and answered questions from the host and listeners about the budget.

Summer Reading Program

The Homer Public Library's summer reading program launches on June 3rd. There are numerous special events planned for June and July listed on the City's website: <https://www.cityofhomer-ak.gov/library/summer-hpl-2023>

Return to Municode Meetings

After a year of working with iCompass for agenda management, the Clerk's Office is returning to Municode Meetings. Across the last year, staff worked with iCompass to transition to their platform. Ultimately the program was not a good fit for the City. We did, however, receive benefit from the process. We are quite happy with the look of the new agenda layout, we've also made improvements to internal processes inspired by things we learned in our attempt to transition platforms. We are in the process of moving back to the Municode Meetings program we were using previously. Municode doesn't have as many bells and whistles as iCompass, but it has proven to be a better fit for how we do things here in Homer.

Public Works Campus Land Purchase

I mentioned at a previous meeting that we may be close to having a parcel for Council to consider purchasing as part of a long-term plan to move parts of Public Works out of the tsunami zone and into better fitting facilities for our heavy equipment. Finding an appropriate parcel has been a priority since the Public Works Task Force completed its work in fall of 2021. We've had difficulties finding parcels that meet the City's needs, are available for sale, and have sellers willing to let them go for a price that can be supported by an appraisal. We have zeroed in on an 8+ acre parcel that checks those boxes. I anticipate that an ordinance will come to Council at the next regular meeting for introduction to move forward with a purchase of a parcel for Public Works. We don't currently have a timeline for the next phase of that project, however, if we do purchase land it will open up grant opportunities not currently available to us for relocating the campus.

VOL. II - ISSUE VIII | MAY 2023

CITY OF HOMER

Monthly Newsletter from the Office of the City Manager



Greetings from City Hall

As the snow melts and the days grow longer, our community is buzzing with activity and excitement. The City is excited to bring you the latest news and updates from our vibrant community.



Kachemak Sponge Green Infrastructure Stormwater Management Project

At a recent City Council meeting, Coowe Walker, Reserve Manager for the Kachemak Bay National Estuarine Research Reserve (KBNERR), announced some exciting news: the National Oceanic and Atmospheric Agency (NOAA) awarded a \$1.28 million Habitat Protection and Restoration grant in support of the City's innovative Kachemak Sponge Green Infrastructure Stormwater Management Project. Read the NOAA press release at www.noaa.gov/news-release/noaa-bil-investments-2023-alaska.

Kachemak Sponge is one of several green infrastructure projects planned by the City that utilizes natural wetlands to help mitigate problems associated with stormwater runoff. Currently, drainage ditches and culverts discharge stormwater directly into Kachemak Bay, which contributes to bluff erosion and introduces turbidity and nonpoint source pollutants into Kachemak Bay. The *Kachemak Sponge* project will convey this stormwater to retention/filtration structures first to remove sediment and contaminants, and then on to peatlands. Peatlands work naturally to absorb stormwater and slow discharge rates into Kachemak Bay. Peatland vegetation also has the ability to further remediate hazardous substances through long-term sequestration and elemental pollution removal.

The system is based on successful wetland treatment projects in Finland that have been proven to work wonders in cold climates. NOAA funds will acquire the peatlands necessary for this project. The City thanks KBNERR for their valued partnership in the project. For more information on this project, visit <https://bit.ly/3AKAKpl>.

WHAT'S INSIDE?

- Library Events
- Community Corner
- Community Recreation
- Fire Department
- City Manager's Office
- City Clerk's Office
- May is Bike Month!
- Port & Harbor
- Public Safety Corner
- Meet the Staff
- Municipal Art Collection
- Stay Connected with City Council
- Join Our Team

Discover something new today and see the latest City project updates information! Learn about ways community members can get involved at City Hall and in the Homer community.

Follow us on Facebook

- City Hall: @cityofhomerak
- Parks & Recreation: @homerparksandrec
- Homer Public Library: @homerpubliclibrary
- Homer Police: @homerpolice
- Fire Department: @HomerVolFireDept

Subscribe to the Monthly Newsletter:

www.cityofhomer-ak.gov/citymanager/monthly-email-newsletter

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"Where the Land Ends and the Sea Begins"

LIBRARY EVENTS

Virtual Author Talks

Zoom in and listen to your favorite authors talk about their latest books. For a complete list of Upcoming Speakers, go to <https://libraryc.org/homerlibrary/upcoming>

May 3: *Raising Anti-Racist Children* by Britt Hawthorne, 9 a.m.

May 10: *Not Funny* by Jena Fiedman, 4 p.m.

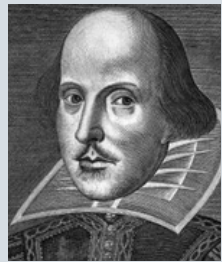
May 20: *Sadie* by Courtney Summers, 10 a.m.

Spring Book and Plant Sale

May 5-6

On Friday, May 5, join Friends of the Homer Library for a **members-only sale!** Browse through hundreds of books and dozens of plants the evening before the sale goes public. Want to become a member of the Friends of the Library and get first pick? Memberships start at \$15. You can join as a member at the door or [sign up today!](#)

On Saturday, May 6, all are welcome! The sale will continue all day, from 10 a.m. to 6 p.m.



Second Sunday Shakespeare

May 14: *Henry VIII*

Friends of the Homer Library, in partnership with Pier One Theatre and Kachemak Bay Campus, invite you to participate in an online reading of *Henry VIII* by William Shakespeare.

Find more information on the City's website: www.cityofhomer-ak.gov/library/second-sunday-shakespeare-2

Lunch with a Council Member

May 9 - Shelly Erickson

Noon - 1 p.m., Library Meeting Room

Join the conversation with Council Member **Shelly Erickson**. Bring your questions and topics for discussion and enjoy a virtual lunch.

[Virtual Meeting Information](#)



Check out the complete line-up of library programs



Homer Public Library
500 Hazel Street - 907-235-3180
circ@ci.homer.ak.us
www.cityofhomer-ak.gov/library

Community Corner

What's happening around the city of Homer

31st Annual Kachemak Bay Shorebird Festival

May 3-7

The Kachemak Bay Shorebird Festival is right around the corner! Bird watchers from all over the world flock to Homer to experience the annual migration of birds along the miles of shoreline and intertidal habitats found here. Homer is a prime location to catch a glimpse of the birds and take part in the educational programs led by the Center for Alaskan Coastal Studies, the Pratt Museum and Park and more.

Online registration is open. Go to www.kachemakshorebird.org for more information.



Sign up! Form a team!
Step Up for Your Health!



7th Annual Free Community Walking Challenge

SAVE THE DATE! ORGANIZE YOUR TEAM!

REGISTRATION OPENS APRIL 10!

May 1st - 28th, 2023

WALK TO WIN: WEEKLY DRAWINGS FOR HOMER BUCKS!

End-of-challenge CASH PRIZE DRAWINGS - \$100 - \$200 - \$300
\$500, \$300 or \$200 to donate to your team's charity of choice!

Custom "2023 Homer Steps Up! Winners" T-shirts for your team!

HOMERSTEPSUP.COM



Community Recreation



30th Annual Safe and Healthy Kids Fair

The 30th Annual Safe and Healthy Kids Fair is happening on for Saturday, May 6 from 11 a.m. - 2 p.m. in the parking lot of the Homer High School. This is a free, family-friendly event for children of all ages to focus on safety, health, wellness, and fun! It offers more than 25 booths and stations with hands-on activities and demonstrations. All attendees are invited to enter their names into a drawing to win one of four brand-new bikes of various sizes for differing age ranges.

Kids are invited to bring their bikes and helmets for a free bike inspection and enjoy riding the course of the bike rodeo. Helmets are required and are available for purchase on-site at a discounted rate.

Other attractions include visits from Beary the Be Well Bear, the infamous teddy bear clinic, stilt walkers, BOB the bookmobile, loads of giveaways, free car seat checks, a children's circus performance, resources from youth-serving agencies, and more!

Food will be available for purchase, and all proceeds from food and helmet sales help support the operational expenses of the fair. The Safe and Healthy Kids Fair is organized by a committee representing local organizations whose missions include facilitating healthy outcomes and injury prevention for youth. The motto reflected at the annual fair is "**Be safe, have fun, do good, and pass it on!**"

For more information or to get involved, visit the Safe and Healthy Kids Fair Facebook page, email safeandhealthykidsfair@gmail.com.

Volleyball Tournament

City of Homer Community Recreation hosted an all-day Adult Co-Ed Volleyball Tournament on Sunday, April 2. A total of eight teams, including one from the Central Peninsula, played 28 games with a crowd of over a hundred fans cheering them on.

Congratulations to **TEAM PENINSULA** for winning the inaugural volleyball Tournament. **TEAM CAROLINE** took second place and **TEAM ANNA** placed third.

To see the entire Community Recreation program list, check out www.cityofhomer-ak.gov/com-rec.



Inlet Winds Band Performance

The City of Homer Community Recreation **Inlet Winds Band** held an amazing performance at the Mariner Theater on April 22. An estimated 250 people were in attendance. There are 38 band members including seven high school students who have been practicing once a week for two hours for the past 10 weeks to learn an array of some complex yet entertaining songs. The band was led by volunteer Band Directors Eric and Mary Simondsen. Stay tuned for future band and concert opportunities in the fall!



Fire Department



Residential Fuel Spill

In April, Homer Volunteer Fire Department responded to a call from Enstar Energy regarding a fuel smell in Crittenden and Hidden Way area. Fire Chief Mark Kirko tracked the scent to a property on Hidden Way and reported the spill to the City's Water and Sewer team, the Alaska Department of Environmental Conservation, and the Coast Guard. The spill was determined to be home heating fuel from a 300-gallon tank, with an estimated leakage of 75-150 gallons. HVFD and the City's Water and Sewer team responded with crews to place absorbent boom and pads at culverts and storm drains to help mitigate the spread of fuel toward the bay. DEC has taken over case management and HVFD is no longer involved.

To prevent future spills, the City encourages property owners to take a look at their heating oil fuel tanks to make sure they're in good shape. Even if you have converted to natural gas, you may still have a heating oil fuel tank, so be sure to check out old systems for safety and security!

Check out the [Steps to Close a Heating Oil Tank](#) for some advice.

Steps to Close a Heating Oil Tank

Notify the Oil Supplier

1

If you are converting to gas or electric heat or if you are replacing a tank, call your oil distributor and ask them to discontinue the oil service to your tank.

2

Remove Product

Remove all petroleum product from the tank and line before pulling the tank. Your oil supplier may pump out the reusable oil and credit your account. The fuel supplier should have an explosion-proof or air-driven pump or a vacuum truck to remove the liquid in the tank.

3

Disconnect all Piping and Drain

All piping should be disconnected, drained, and capped (if it cannot be removed). This includes the tank fill line.

4

Tank Cleaning

Oil sludge or residue should be removed and disposed of properly.

5

Tank Removal

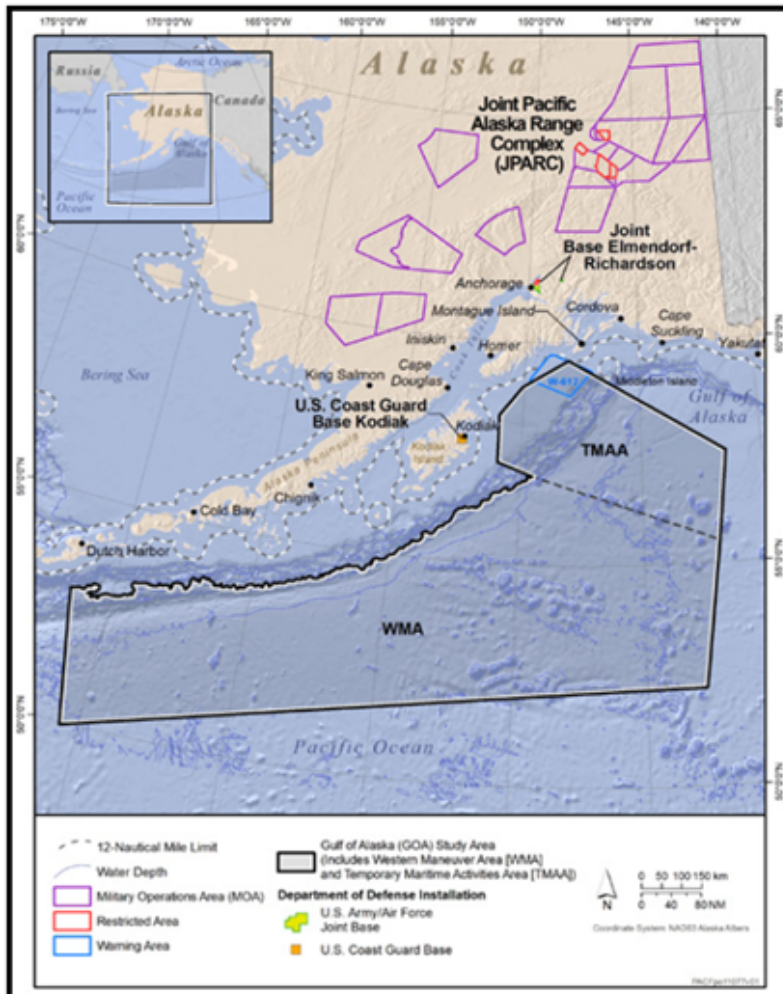
Once the tank is cleaned, it may be removed from the property and disposed properly.

City Manager's Office

Northern Edge Exercise

In a virtual meeting on April 20, 2023, Mayor Castner and City staff met with representatives from the Navy to discuss the upcoming Northern Edge Exercise, which will start in early to mid-May. The Northern Edge Exercise is the military's largest joint training exercise in Alaska. Maritime training activities conducted during Northern Edge occur in the Gulf of Alaska within a designated Temporary Maritime Activities Area (TMAA), which is located south of Prince William Sound and east of Kodiak Island, and the Western Maneuver Area (WMA), which is located south of Kodiak Island.

This meeting was part of the coastal community outreach that the Navy is coordinating in anticipation of the exercises which take place every other year and typically last up to 21 days. During the meeting with City staff, John Moser, Environmental Planner for the Navy, discussed the Environmental Impact Statement (EIS) for Northern Edge and the mitigation measures in place. The prominent changes since the last exercise in 2021 include an enlarged training area where vessels and aircraft can operate called the Western Maneuver Area (WMA), and a new Continental Shelf and Slope Mitigation Area within the Temporary Maritime Activities Area (TMAA). While in the past a majority of activities occurred in the TMAA, the Navy now prohibits the use of explosives during training in the Continental Shelf and Slope Mitigation Area to protect marine species and biologically important habitat.



LOCAL HAZARD MITIGATION PLAN

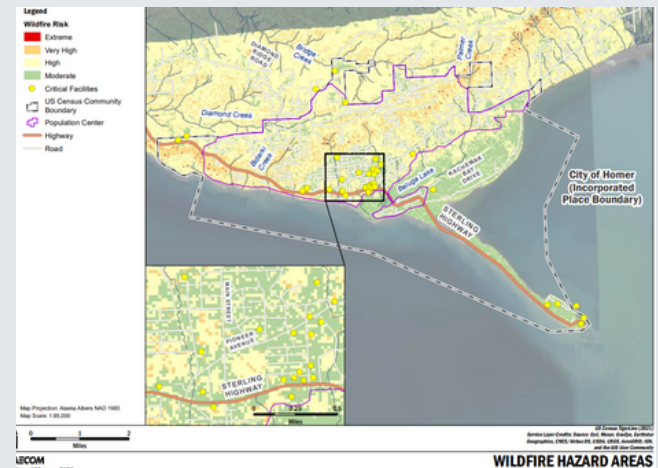
WILDFIRE

A wildfire—also known as a wildland fire—is a fire in an area of combustible vegetation occurring in rural areas. Wildfires can be caused by human activities (e.g., unattended burns, campfires, or off-road vehicles without spark-arresting mufflers); or by natural events (e.g., lightning, drought, or infestation). Wildfires can be classified as forest, urban, tundra, interface or intermix fires, and prescribed burns.

Most of the Homer area has moderate or high wildland fuel risk, with some areas of very high risk. The Homer Spit, tidal flats, and low-lying areas around Beluga Lake are at moderate risk; the areas of very high risk are primarily along the bluffs.

Creating and maintaining defensible space around your home is crucial. For more information on defensible space, review the [AK Firewise Pocket Guide](#).

If you would like to read more about wildfires and their potential hazard of them to Homer, please refer to Table 3-10 of the [Local Hazard Mitigation Plan](#).



Burn Bans & Permits

As we enter the dry spring season before the green-up, the risk of fire becomes greater. To ensure your safety and the safety of those around you, it is important to take the necessary precautions before burning. Make sure to check if there are any burn bans in effect and obtain any required permits before proceeding. Check out www.cityofhomer-ak.gov/fire/burn-permits for more information.

City Clerk's Office

Celebrating the 54th Annual Professional Municipal Clerks Week

April 29 – May 6, 2023, is the 54th Annual Professional Municipal Clerks Week. Initiated in 1969 by the International Institute of Municipal Clerks and endorsed by all of its members throughout the United States, Canada, and 15 other countries, the week is a time of celebration and reflection on the importance of the Clerk's office. Although it is one of the oldest positions in local government, few people realize the vital services Municipal and Deputy Clerks perform for their community. They are the local officials who administer democratic processes and ensure transparency to the public, which includes keeping the official records of the city, conducting local elections, and facilitating all legislative actions. They act as compliance officers for federal, state, and local statutes, provide parliamentary support to City Council and the commissions/boards, manage public inquiries and relationships, arrange for ceremonial and official functions, and may even serve as financial officers or chief administrative officers. For more information on the Homer City Clerk's Office including our Code of Ethics, staffing history, and the history of the Clerk profession, see the complete Clerk's Office Current and Historical Information Packet online at www.cityofhomer-ak.gov/cityclerk.



Rachel and the Library Advisory Board. Red Asslin Martin, Marcia Kuszmaul, David Berry, Douglas Bailey, Kathy Carsow, Rachel Tussey, Kate Finn, Michael McKinney, and Bristol Johnson.

May is Bike Month in Homer!

With beautiful scenery and ample opportunities for outdoor recreation, it's no wonder biking is a popular mode of transportation in our community. But biking isn't just a fun way to get around – it's also an important part of our City's [Climate Action Plan](#). By choosing non-motorized transportation options like biking, we can reduce our carbon footprint and work towards a more sustainable future.

Throughout the month of May, Homer Drawdown and Homer Cycling Club will be hosting a variety of biking activities and events. Whether you're an experienced cyclist or just getting started, there will be something for everyone to enjoy. Check out the [Bike Month flyer](#) for more details. From a safety class to a film festival and bike rodeo, there are plenty of ways to get involved and show your support for biking in the community.

Community participation is key to achieving the community's climate goals, and that's why community members are encouraged to get involved in bike month activities. By coming together as a community to support non-motorized transportation options like biking, we can make a real difference in reducing our impact on the environment and building a more sustainable future for generations to come. **So grab your bike, join the fun, and let's make May 2023 a Bike Month to remember!**

HOMER DRAWDOWN and HOMER CYCLING CLUB presents BIKE MONTH MAY 2023
www.HomerDrawdown.info

BIKE / WALK TO WORK / SCHOOL WEEK : MAY 15 - 19

ENERGIZER BOOTH at WKFL PARK
coffee snacks bacon
Mon, May 15th, 7:30 - 9:30 am
smoothie bike
Fri, May 19th, 4:30 - 6:30 pm

SAFE AND HEALTHY KIDS FAIR
bike rodeo
Sat, May 6th, 11:00 - Noon
High School Parking Lot

KBBI COFFEE TABLE
listen and call in
Wed, May 10th, 9:00 - 10:00 am

FILMED BY BIKE
film festival
Thurs, May 18th, 6:00 pm
Homer Theater
\$10

BY BICYCLE: COMMUTING HOMER
Sat, May 20th, 10:00 - Noon
KPC campus
free safety class

PLAY BIKE BINGO!
Fill out a card and turn it in to the Friday energizer booth for a chance to win prizes!
www.HomerDrawdown.info



Harbor Expansion Study Update

On March 29, 2023, the City and the U.S. Army Corps of Engineers (USACE) signed a Federal Cost Share Agreement to begin a three-year feasibility study of expanding Homer's harbor. Planning activities with the USACE will kick off with a three-day design charrette, May 17 through 19.

The USACE conducts design charrettes in the very early stage of a general investigation study to identify project requirements, gather functional information from customers and stakeholders, assess the project site, and allow for public engagement with the USACE design team. The full schedule of public events is below and online at www.cityofhomer.ak.gov/port/homer-harbor-expansion. Participation can be in-person or virtual. A link will be provided later at www.homerharborexansion.com.

The City is also working with HDR as an owner representative to assist the City in a successful coordination effort between USACE and the greater Homer community. HDR's planning activities with the City began on Friday, April 28 at a joint work session with the Homer City Council and Port & Harbor Advisory Commission where they began drafting a Charter Document that defines a shared vision, collective goals and objectives, and success factors for the City's role in the Homer Harbor Expansion.

Stay up to date on the Homer Harbor Expansion study at the website: www.homerharborexansion.com.

Mark Your Calendar!



May 17, 18 and 19



Islands & Oceans Visitor Center



www.homerharborexansion.com



Full schedule below

Homer Harbor Expansion Design Charrette

Public Work Session Schedule

Wednesday, May 17

12:30 to 4:30 p.m.

First Public Work Session

(Open to the public with comment at end of work session)

- Introduction
- USACE Process
- General Navigation Feature vs. Local Services Facility
- Harbor Expansion History

Thursday, May 18

1:30 to 5 p.m.

Second Public Work Session

(Open to the public with full public engagement)

- Developing potential measures and alternatives to be considered in scoping phase

Friday, May 19

9 a.m. to 12:30 p.m.

Third Public Work Session

(Open to the public with comment at end of work session)

- Compare measures and alternatives that will be considered in scoping phase

2 to 3 p.m.

USACE Charette Briefing

(Open to the public with comment at end of work session)

- Provide summary of work completed during charrette
- Provide USACE next steps in Feasibility Study

Port & Harbor



Float Rehabilitation Project Update

Harbor maintenance staff are working on refurbishing the transient floats on the end of floats K through Q. These floats were built in 1986 and are six years past their engineered life expectancy. Most floats in that area are still in remarkably good condition despite heavy use in Alaskan weather, but the T-Head floats are twisted and damaged from several factors including the age of the floats. Additional strain is caused by rafting multiple vessels on the end floats. High wakes caused by fast incoming vessels traveling to the Load and Launch Ramp add even greater force loads to the floats, more than they were engineered for. With assistance from Bellingham Marine, the City is rehabilitating these floats to relieve the wracking damage and restore a safe walking surface.



Fishing Lagoon Maintenance

The Fishing Lagoon is undergoing maintenance in order to keep the lagoon from filling in with sediment and gravel. Materials are collected in the narrow part of the lagoon, as shown in the photo. If not cleared out, the materials will flow into the lagoon and fill in the lobes, making the depth too shallow for the salmon fry pens.

A local contractor, Dibble Creek, will be walking a large excavator down the entrance of the lagoon to clean out all the materials that they can reach with a 60' boom. The materials will be loaded into trucks and moved offsite to the contractor's materials storage yard on the Spit. They will also clear out the materials that have accumulated in the entrance and clean behind the East groin. It is recommended that the East groin is kept cleared out enough so that the material is not allowed to migrate around and down the entrance into the lagoon.

The Fishing Lagoon does not have a fund to support it, so this time around, City Council approved to trade the dredged materials in exchange for the contractor's services. Dibble Creek is a local contractor with experience completing this type of work for the City. The proposed work is properly permitted and covered under the U.S. Army Corps of Engineers permit currently in place and held by Public Works. This project will preserve the great fishing that the lagoon has to offer.



Parking Fee Structure Update

The City of Homer Port & Harbor department has announced an update to its parking fee structure. The update includes a change to one parking area and an increase in fees in some areas.

Starting Memorial Day, May 29, 2023, the last section of angled parking spaces on the west side of Homer Spit Road will be limited to 3-hour parking and remain free or at no charge. These spaces were previously designated as 7-day free parking.

Additionally, parking fees will increase from \$5 to \$10 per day in certain high-demand areas. These areas include the spaces at the top of Ramps 1 through 4. The fee increase is necessary to keep up with the rising cost of maintenance and operations and to ensure that the parking facilities continue to meet the needs of the community. All other Spit parking lots continue to offer free parking for up to seven consecutive 24-hour days. After seven days, vehicles must be removed from City property for at least 24 hours before returning, purchase a long-term parking pass, or will be subject to citation.

Future expansion of paid parking to most of the areas on the west side of the Spit is under consideration. The City of Homer is working with the State Department of Transportation on implementing paid parking in the public right-of-way. The potential expansion of paid parking is being explored as a way to manage parking demand and support the sustainability of Port & Harbor maintenance operations for high-quality transportation and public spaces.

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"We understand that these changes may be difficult for some of our customers, but we believe that they are necessary to provide a better parking experience for everyone," said Bryan Hawkins, Harbormaster and Port & Harbor Director. "By implementing paid parking in high-demand areas, we can reduce congestion and ensure that spaces are available for those who need them. And by increasing fees in certain areas, we can ensure that our parking facilities are well-maintained and continue to meet the needs of our community."

The City of Homer is committed to providing safe and affordable parking for all community members and visitors. For more information about the fee structure update or to provide feedback, please visit www.cityofhomer-ak.gov/port/port-homer-parking.

City of Homer Port & Harbor Facilities Vehicle Parking





Public Safety Corner



In this section, we aim to keep readers informed about the latest developments in public safety in the community. Whether it's news about crime prevention, emergency preparedness, or updates on local law enforcement activities, we've got you covered. Our goal is to promote a safe and secure environment for all community members and visitors of Homer, and we believe that staying informed is a crucial part of achieving that. Read on to learn more about what's happening in public safety in Homer.

Construction Season Safety

As the 2023 construction season kicks off, it's important for all of us to be aware of the hazards and challenges that come with roadwork.

According to [workzonesafety.org](https://www.workzonesafety.org), in 2022, 857 people were killed in 774 fatal work zone crashes, with 117 of those fatalities being work zone workers. It is crucial for drivers to moderate their speed, stay focused, watch for construction signs, and pay attention to flaggers. At the same time, workers are encouraged to follow important safety guidelines that help prevent worker injury and death. By minimizing distractions in work zones, both drivers and workers can prevent tragedies from occurring.

To help you prepare for construction season, we encourage you to stay up-to-date on construction traffic impacts and delays by checking 511.alaska.gov.



In Homer, we value safety above all else. Let's all do our part to ensure that this construction season is a safe one for everyone involved.



SMOKE ALARMS SAVE LIVES!

Working smoke alarms can cut the risk of death from home fires in half.

That's why we're rallying volunteers, fire departments and partners to *Sound the Alarm*.

Together, we're installing **FREE** smoke alarms in your community. Request a smoke alarm installation today!

Homer / Ninilchik / Anchor Point Communities

May 11-13, 2023

Thank You, Southcentral Territory Sponsors:
CHUGACH ALASKA & THE HOMER FOUNDATION

SoundTheAlarm.org/alaska
907-201-2047
bridget.vivoda@redcross.org



American Red Cross



*Matt Steffy and Donna Aderhold
brushing out the Lee Ave Trail.*

Red Cross Home Fire Campaign

The Red Cross Home Fire Campaign could help save lives in local communities. From May 11 to 13, they will be providing free smoke alarm installations to homes that do not have them. The Red Cross Home Fire Campaign and is a great opportunity for those who may not have the means to purchase a smoke alarm themselves. To sign up for this free service, visit the Red Cross' website and fill out the form at www.redcross.org/local/alaska/about-us/our-work/home-fire-campaign.html. This is an excellent opportunity for the community to come together and ensure the safety of their homes and families.

Don't miss your chance to sign up for a free smoke alarm installation!



359801-04 03/23

Welcome

ABOARD

Let's give a warm Homer welcome to the newest recruits! We are happy to have you as part of our team and wish you the best in your new ventures.

- **David Garcia**, Building Custodian
- **Michael de la Torre**, Public Safety Dispatcher

April Anniversaries

We would like to recognize City staff members with anniversaries this month. Thank you for the dedication, commitment and service you've provided the City and taxpayers of Homer over the years. You all are an integral part of what makes the City of Homer a great place to work and the community.

Joe Young	Public Works	16 Years
Rick Pitta	Police	14 Years
Erica Hollis	Port	11 Years
Jean Hughes	Public Works	9 Years
Jaclyn Arndt	Fire	8 Years
Dave Berry	Library	4 Years
Ricky Borland	Port	4 Years
Aaron Yeaton	Public Works	2 Years
Evangelina Campuzano	Police	2 Years
Will Kern	Public Works	2 Years
Joe Kahles	Fire	1 Year

Departures & Transitions

The City thanks **Rachel Tussey** for her service to the City and wishes her well on her next adventure! Rachel started her career with the City as a part-time administrative assistant in the Clerk's office. She also has served as an Administrative Secretary at Port and Harbor and finally as Deputy City Clerk in the Clerk's Office. Rachel also was the Sister City Coordinator with the City's Sister City Teshio, Japan. Rachel is an efficient clerk who had an eye for detail, strong technical writing skills, and helped get some modern touches to the workflows. She was an asset to the team and will be missed!



Meet the Staff



This section is to highlight staff, their achievements, promotions, retirements, departures and new hires to the City's workforce.

After 15 years, and upwards of 300 Planning Commission meetings with the City of Homer, **Rick Abboud** is moving on to a new position with York County, South Carolina which is part of the Charlotte metropolitan area. Rick joined the City in 2008 after serving as the planning director for Bethel, AK. He jumped straight into the big job of wrapping up the 2008 Homer Comprehensive Plan and shepherding it through the



Planning Commission, City Council, and the Kenai Peninsula Borough Assembly. During Rick's tenure with the City he has worked with staff, Planning Commission, and Council on projects that have touched every section of Title 21. He collaborated to make additions to code which include solutions relating to steep slope development, grading and filling, over slope development, wind energy, telecommunication towers, storm water, creation of the East End Mixed use District, allowances for accessory dwellings, marijuana businesses, flood hazard ordinances and maps, coastal setbacks, and the creation of the medical district. Rick has also been very active with MAPP, Rotary, the Kenai Peninsula Homelessness Coalition, and served a stint as interim-City manager.

After working for Public Works for over 9 years, **Paul Raymond**, lead equipment operator, is retiring. To complement his enormous skill as an equipment operator, Paul is also a barbecue master. We wish him a happy retirement and his skill both on the job and at the grill will be deeply missed.



Mike Gilbert will be promoted to lead equipment operator after the retirement of Paul Raymond. Mike has worked at Public Works as an equipment operator for 10 years and the promotion to lead operator is well earned. We welcome the wealth of skill and experience that Mike brings to the table and wish him the best in his new position.

City of Homer Roster

Rob Dumouchel, City Manager
Melissa Jacobsen, MMC, City Clerk/Deputy Director of Administration
Andrea Browning, Personnel Director
Rick Abboud, City Planner
Mark Robl, Chief of Police
Mark Kirko, Fire Chief
Bryan Hawkins, Port Director/Harbormaster
Elizabeth Walton, Finance Director
Jan Keiser, Public Works Director/City Engineer
Dave Berry, Library Director
Mike Illg, Community Recreation Manager
Julie Engebretsen, Economic Development Manager
Bill Jirsa, Chief Technology Officer

Mayor - Ken Castner (2024)

City Council

Donna Aderhold (2024)
Jason Davis (2025)
Shelley Erickson (2024)
Storm P. Hansen-Cavasos (2025)
Rachel Lord (2023)
Caroline Venuti (2023)

Commissions & Boards

ADA Advisory Board
Economic Development Advisory Commission
Library Advisory Board
Parks, Art, Recreation and Culture Advisory Commission
Planning Commission
Port and Harbor Advisory Commission

MUNICIPAL ART COLLECTION

Learn more about the municipal art collection at:

[www.cityofhomer-ak.gov/
prac/city-homer-municipal-art-collection](http://www.cityofhomer-ak.gov/prac/city-homer-municipal-art-collection)



Homer harbor, Ed Tussey



Three Cranes, artist unknown

STAY CONNECTED TO CITY COUNCIL

Go to cityofhomer-ak.gov/cityclerk/stay-connected-city-council to find instructions on how to listen, provide testimony, and participate in the meetings via Zoom.

UPCOMING MEETINGS

May	
3	5:30 p.m. Planning Commission Work Session - Canceled 6:30 p.m. Planning Commission Regular Meeting
8	5 p.m. City Council Committee of the Whole 6 p.m. City Council Regular Meeting
9	6 p.m. Economic Development Advisory Commission
11	5 p.m. ADA Advisory Board Regular Meeting
16	5:30 p.m. Library Advisory Board Regular Meeting
17	5:30 p.m. Planning Commission Work Session 6:30 p.m. Planning Commission Regular Meeting Various USACE Homer Harbor Expansion Charrette (May 17-19)
18	5:30 p.m. Parks, Art, Recreation & Culture Advisory Commission
22	5 p.m. City Council Committee of the Whole 6 p.m. City Council Regular Meeting
24	6 p.m. Port & Harbor Advisory Commission Regular Meeting

JOIN OUR TEAM

The City of Homer has current Job Openings. Sign up for Job Alerts or Apply Online at:

cityofhomerak.applicantpro.com/jobs

CURRENT JOB LISTINGS

- Building Custodian, Full-Time
- Deputy City Clerk I, Full Time
- Firefighter/EMT-Basic (EMT-I) or Firefighter/EMT-Advanced (EMT II or III), Full-Time
- Parks Technician, Seasonal
- Utilities Laborer, Seasonal
- Harbor Assistant I, Seasonal
- Treatment Maintenance Technician I or II



City of Homer

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907-295-8121

www.cityofhomer-ak.gov