PORT AND HARBOR ADVISORY COMMISSION

Regular Meeting

Wednesday, February 27, 2019

Erosion on the Spit near The Sport Shed from February 19, 2019 Storm

5:00 P.M.
City Hall Cowles Council Chambers
491 E. Pioneer Ave.
Homer, AK 99603

PORT AND HARBOR ADVISORY COMMISSION
491 E. PIONEER AVENUE
HOMER, ALASKA
www.cityofhomer-ak.gov

REGULAR MEETING
WEDNESDAY, 5:00 P.M.
FEBRUARY 27, 2019
CITY HALL COWLES COUNCIL CHAMBERS

NOTICE OF MEETING
REGULAR MEETING AGENDA

1. **CALL TO ORDER, 5:00 P.M.**
2. **APPROVAL OF AGENDA** **Page 3**
3. **PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA** *(3 Minute Time Limit)*
4. **RECONSIDERATION**
5. **APPROVAL OF MINUTES**
   A. Regular Meeting Minutes for January 23, 2019 **Page 5**

6. **VISITORS/PRESENTATIONS**
7. **STAFF & COUNCIL REPORT/COMMITTEE REPORTS/ BOROUGH REPORTS**
   A. Port & Harbor Staff Report for February 2019 **Page 11**
   B. Homer Marine Trades Association Report

8. **PUBLIC HEARING**
9. **PENDING BUSINESS**
   A. PHC Bylaw Amendments **Page 13**
      i. DRAFT 2019 Bylaws **Page 15**
   B. Land Allocation Plan/Overslope Development **Page 21**
      i. HCC 21.46 Small Boat Harbor Overlay District **Page 23**
      ii. Homer Spit Comprehensive Plan Excerpt Re: Spit Development **Page 25**

10. **NEW BUSINESS**
    A. Copper River Seafoods' Lease Application- Re-assignment of Snug Harbor Seafoods' Lease
       i. Memo from Port Director Re: Copper River Seafoods' Lease Application **Page 35**
       ii. Lease Application Checklist & City Manager Recommendation **Page 37**
       iii. Copper River Seafoods Lease Application **Page 39**
    B. Proposed Change in Tariff No.1 for Barge Ramp Use by Small Vessels **Page 67**

11. **INFORMATIONAL MATERIALS**
    A. Port & Harbor Monthly Statistical Report for January 2019 **Page 69**
    B. Water/Sewer Bills Report for January 2019 **Page 71**
    C. Crane & Ice Report **Page 73**
    D. Dock Reports **Page 75**
    E. Reappointment Approval of Mark Zeiset & Steve Zimmerman to PHC **Page 79**
    F. Commissioner Attendance at 2019 City Council Meetings **Page 91**

12. **COMMENTS OF THE AUDIENCE** *(3 Minute Time Limit)*
13. **COMMENTS OF THE CITY STAFF**
14. **COMMENTS OF THE COUNCILMEMBER** *(if present)*
15. **COMMENTS OF THE CHAIR**
16. **COMMENTS OF THE COMMISSION**
17. **ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR WEDNESDAY, MARCH 27, 2019 at 5:00 p.m.** in the City Hall Cowles Council Chambers located at City Hall, 491 E. Pioneer Avenue, Homer, Alaska.

Session 19-02, a Regular Meeting of the Port and Harbor Advisory Commission was called to order by Chair Steve Zimmerman at 5:05 p.m. on January 23, 2019 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS STOCKBURGER, HARTLEY, ZIMMERMAN, DONICH, CARROLL, AND ZEISET (arrived 5:37 p.m.)

ABSENT: COMMISSIONERS ULMER (unexcused)

STAFF: PORT DIRECTOR/HARBORMASTER HAWKINS (arrived at 5:16 p.m.)
DEPUTY CITY CLERK TUSSEY

APPROVAL OF THE AGENDA

Chair Zimmerman requested a motion to approve the agenda.

HARTLEY/STOCKBURGER MOVED TO APPROVE THE AGENDA AS WRITTEN WITH THE EXCEPTION OF POSTPONING STAFF REPORTS AGENDA ITEM UNTIL PORT DIRECTOR/HARBORMASTER HAWKINS HAS ARRIVED.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT

Motion carried.

PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA

RECONSIDERATION

APPROVAL OF MINUTES

A. Regular Meeting Minutes for December 12, 2018
B. Special Meeting Minutes for January 3, 2019

Chair Zimmerman requested clarification from Deputy City Clerk Tussey if both sets of minutes could be approved in one motion. He gathered a general consensus from the commission that there would be no proposed amendments to either set of minutes and requested a motion to approve them.

CARROLL/HARTLEY MOVED TO APPROVE MINUTES FROM THE DECEMBER 12, 2018 REGULAR MEETING AND THE JANUARY 3, 2019 SPECIAL MEETING.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT

Motion carried.

VISITORS/PRESENTATIONS

STAFF & COUNCIL REPORT/COMMITTEE REPORTS/ BOROUGH REPORTS

Agenda was amended under "Approval of the Agenda" for Staff Report to be postponed until later in the meeting.

PUBLIC HEARING

PENDING BUSINESS

A. PHC Bylaw Amendments

Chair Zimmerman requested a motion to postpone action on the bylaws until the next regular meeting.

STOCKBURGER/DONICH MOVED TO POSTPONE THE PORT AND HARBOR ADVISORY COMMISSION BYLAW AMENDMENTS UNTIL THE NEXT REGULAR MEETING.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT

Motion carried.

NEW BUSINESS

Chair Zimmerman acknowledged that Mr. Hawkins was not present yet and requested a motion to postpone "New Business, Item A" until later in the meeting.

STOCKBURGER/HARTLEY MOVED TO AMEND THE AGENDA TO ADDRESS "NEW BUSINESS, ITEM B" FIRST AND POSTPONE "NEW BUSINESS, ITEM A" FOR LATER IN THE MEETING.

There was no further discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT

Motion carried.

B. 2019 Land Allocation Plan

i. Memo from Deputy City Planner Re: 2019 Draft Land Allocation Plan
ii. LAP Section A – Lands Available for Lease
iii. LAP Homer Spit Map of Land

Chair Zimmerman opened the floor for discussion on the Land Allocation Plan. There was discussion on the lease status of the Concrete Pad, what lots are currently available for lease and their uses, and if there were any suggestions for other areas that should be available.

Port Director/Harbormaster Hawkins arrived at 5:14 p.m.

Discussion continued on if any other lots should be added to the Land Allocation Plan. Commissioner Carroll suggested the overslope area between the Fish Dock and Lot 88-4 would be an ideal location for additional dock space, possibly for a processor. The commissioners deliberated on the existing Fish Dock layout, and how the space could be developed. Mr. Hawkins provided clarification on the status of Lots 9A, 10A, and the short-term, seasonal areas that had previously been delineated near Ramp 5. There was brief discussion on the description of the overslope Mr. Carroll was proposing to include.

CARROLL/DONICH AMEND THE OVERSLOPE HARBOR LEASE AREAS TO MAKE AVAILABLE THE STRIP OF OVERSLOPE BETWEEN LOT 88-4 AND THE FISH DOCK.

There was brief discussion on the other overslope areas already included in the Land Allocation Plan.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT

Motion carried.

Commissioner Stockburger questioned if there has been any interest in overslope leases. Mr. Hawkins noted that it has been advertised as available but there have not been any serious proposals.

Chair Zimmerman noted the request in Planning Staff's memo to select 1-2 commissioners to attend the City Council worksession on March 11th to represent the PHC and share the commission's comments on the Land Allocation Plan. Ms. Tussey noted that it is commonly the chair that represents the commission, and that this worksession provides an opportunity for commissioners to share with Council their comments or suggestions on the LAP, the lease process, or possible amendments to code. She suggested that any commissioner with comments should share them with either Chair Zimmerman or the Deputy City Clerk.

Chair Zimmerman requested to have this item on the February 27th agenda, specifically overslope, to discuss the process and code.

STAFF & COUNCIL REPORT/COMMITTEE REPORTS/ BOROUGH REPORTS

A. Port & Harbor Director's Report for January 2019
B. Homer Marine Trades Association Report
   i. HMTA Meeting Minutes for November 7, 2018
   ii. HMTA Meeting Minutes for December 17, 2018

Port Director/Harbormaster Hawkins provided his staff report and facilitated questions/discussion on the following topics:

- Mayor Castner's meeting: establishing lines of communication and requesting input from Chairs on process;
- Planning on LNG project and possible effects for Homer: City Manager preparation for KBBI Coffee Table interview related to a recent economic forum in Homer;

- Haul-out Repair Facility: meeting with Nelson Engineering and Public Works on the facility's plan/design and uplands improvements.

Commissioner Zeiset arrived at 5:37 p.m.

Commissioner Zeiset provided a brief report on the Homer Marine Trades Association. He noted the upcoming Anchorage Boat show and how successful the marine vocational college classes are; grants and scholarships being offered through HMTA are being used and many high school students are participating.

Commissioner Stockburger offered additional information on the Anchorage Boat Show, explaining which HMTA members will have booths, what kind of items will be on display, and noting that it will be held February 15 – 17th at the Dena'ina Center.

NEW BUSINESS

A. Alaska Custom Seafoods Lease Amendment Application
   i. Memo from Port Director Re: Alaska Custom Seafoods Lease Application
   ii. City Manager's Checklist & Lease Application

Commissioner Carroll announced a conflict of interest.

ZEISET/HARTLEY MOVED TO EXEMPT COMMISSIONER CARROLL DUE TO A CONFLICT OF INTEREST.

There was no further discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT

Motion carried.

Commissioner Carroll left the dais at 5:54 p.m.

ZIMMERMAN/STOCKBURGER MOVED TO SUSPEND RULES TO ALLOW BRAD FAULKNER TO SPEAK TO THE COMMISSION BEFORE THEY ENTER INTO EXECUTIVE SESSION.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT

Motion carried.

Mr. Faulkner, owner of Alaska Custom Seafoods, offered his comments and verbal narrative in support of his lease and the economic benefits his business provides to the area.

ZIMMERMAN/STOCKBURGER MOVED TO ENTER IN EXECUTIVE SESSION TO REVIEW THE ALASKA CUSTOM SEAFOODS LEASE AMENDMENT APPLICATION AND ITS CONFIDENTIAL FINANCIAL INFORMATION.

Chair Zimmerman invited Port Director/Harbormaster Hawkins and Deputy City Clerk Tussey to participate in the executive session.

VOTE: YES: HARTLEY, DONICH, ZEISET, STOCKBURGER, ZIMMERMAN

Motion carried.

Commission adjourned into executive session at 6:00 p.m.

Chair Zimmerman called the meeting back to order at 6:32 p.m.

Chair Zimmerman requested a motion on the Alaska Custom Seafoods lease amendment application.

STOCKBURGER/ZEISET MOVED TO APPROVE THE PROPOSED AMENDMENTS TO THE ALASKA CUSTOM SEAFOODS LEASE WITH THE CONTINGENCY THAT ANY FURTHER DEFAULTS WILL BE GROUNDS FOR PORT AND HARBOR STAFF TO SHARE WITH THE PORT AND HARBOR ADVISORY COMMISSION FOR CONSIDERATION TO RECOMMEND FURTHER ACTION BY THE CITY MANAGER AND/OR CITY COUNCIL.

There was no further discussion.

VOTE: YES: DONICH, ZEISET, STOCKBURGER, ZIMMERMAN, HARTLEY

Motion carried.

Commissioner Carroll returned to the dais at 6:34 p.m.

INFORMATIONAL ITEMS

A. Port & Harbor Monthly Statistical Report for December 2018
B. Port & Harbor Year End Statistical Report for 2018
C. Water/Sewer Bills Report for December 2018
D. Crane & Ice Report
E. Dock Reports
F. EOY 2018 Load & Launch Statistics
G. EOY 2018 Parking Statistics
H. Commissioner Attendance at 2019 City Council Meetings

There was brief discussion on harbor statistics, specifically the Stall Wait List, number of vessels sunk, and a decrease in thefts. Mr. Hawkins answered questions pertaining to vessel haul-outs for spring repairs and facilitated brief discussion on the possibility of renting out storage containers and providing electricity to vessels hauled out.

COMMENTS OF THE AUDIENCE

Mr. Faulkner provided the commissioners a Letter to the Editor he had written in 2012 opining his concerns with excessive harbor rate increases. He also requested clarification on the motion passed by the commission regarding his lease. Chair Zimmerman further clarified what was passed and what constituted a default in lease. Mr. Faulkner thanked the commission for their actions.

COMMENTS OF CITY STAFF

Port Director/Harbormaster Hawkins shared that he will be presenting a proposed tariff amendment at the February meeting regarding the use of the Barge Ramp. He explained that there has been a request from smaller landing crafts to have a flat fee for using the ramp, as compared to the current per-ton rate that is more applicable to large cargo landing crafts. There was brief discussion on how wharfage is currently tracked/billed.

Deputy City Clerk Tussey had no comments.

COMMENTS OF THE COUNCILMEMBER

COMMENTS OF THE CHAIR

Chair Zimmerman had no comments.

COMMENTS OF THE COMMISSION

Commissioner Donich shared that he liked the executive session process; he felt the commission came up with a good solution and hoped that it will be effective. He asked Ms. Tussey if there could possibly be additional meeting reminders on the day of the meeting.

Commissioner Hartley echoed Mr. Donich's comment, adding that the commission is being as fair as they can be. He also stated that he will be absent for the February meeting.

Commissioner Zeiset thanked the commission and apologized for arriving late.

Commissioner Stockburger opined that it was a good meeting and an interesting process. He reminded everyone again about the Anchorage Boat Show on February 15-17th.

ADJOURN

There being no further business to come before the Commission the meeting adjourned at 6:54 p.m. The next regular meeting is scheduled for Wednesday, February 27, 2019 at 5:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

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RACHEL TUSSEY, DEPUTY CITY CLERK

Approved:____________________________________

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

FEBRUARY 2019 PORT & HARBOR STAFF REPORT

1. Administration

Staff met with:

- Council Member Stroozas & City Manager – Meeting Re: Ice Plant Upgrade RFP
- Jennifer Cate & Army Corps of Engineers Team – Anchorage Meeting Re: Large Vessel Port Expansion & PAS Study
- Tom Clark, Diamond Point Quarry & Army Corps of Engineers – Anchorage Meeting Re: Requirements for Supplying Rock to Corps Projects
- Carl Uchytil, AAHPA – Teleconference Re: Logistics & Meeting Schedule for Upcoming AAHPA Legislative Fly-In
- Homer Marine Trades Association Monthly Meeting
- USCG & Public – USCG Memorial Service
- USCG Rear Admiral Bell, Mayor Castner, & City Manager – Meeting Re: Large Vessel Port Expansion Progress & PAS Study
- Homer Fire Chief Robert Purcell & P&H Maintenance Supervisor Aaron Glidden – Orientation of New Harbor Fire Pump Equipment
- Mark Brinster, Photographer – Meeting Re: Last Promotional/Informational Harbor/HMTA Video Made & Planning for Possible Marketing/Information Needs of the Future

2. Operations

Mild winter conditions have prevailed through the months of January and February. The winter pacific cod fishery commenced in January and remains in progress. Homer's crab fleet is beginning to return from the Bering Sea with their catch quotas successfully achieved. A strong contingency of charter, taxi, and recreational vessels remain active in the absence of severe cold and ice congestion.

Landings at all port and harbor facilities included the following vessels: Tustumena, Bob Franco, Perseverance, Polar Cloud & Kay's Point, Helenka B, John Calvin, and Transporter II.

The following notable events occurred over the month:

- On 1/18, harbor operations staff towed a 90' commercial fishing vessel using the harbor tug and patrol skiff.
- On 1/21, harbor officers responded to an audible alarm sounding aboard a 150' landing craft, specific to low oil pressure on a running generator. Officers notified the ship's engineer who responded directly.
- On 1/21, operations and maintenance staff removed four, 50 gallon drums showing extensive corrosion and containing a mixture of fuel and water from a 100' vessel in a preventative effort to avoid a future contamination spill.
- On 1/22, harbor officers responded to a fuel spill in the vicinity of B and C floats.
- On 1/27, harbor officers provided an EPIRB tracking device to MSD Homer personnel in an effort to track an EPIRB sounding from a vessel in a local boatyard.
- On 1/31, operations staff responded to an EMS call at the USCG Hickory's buoy yard involving a crew member that had been struck by a boom truck.
- On 1/31, harbor officers responded to a minor vessel collision involving a 30' recreational vessel and a 70' charter vessel.

- On 2/1, the deputy harbormaster met with representatives of Polarcus and Hillcorp to discuss logistical support of a 350' survey vessel scheduled for work in Cook Inlet in May and June.
- On 2/6, operations staff used the harbor tug and patrol skiff to tow and relocate a 90' commercial fishing vessel out of a transient raft of vessels so that the vessel moored inside could depart.
- On 2/11, operations staff met with port maintenance and HVFD to review operation of the harbor tug's fire monitor.
- On 2/13 operations staff installed facility security signage at all entry points of the deep water dock cargo secured storage area
- On 2/15, the deputy harbormaster responded to a 22' recreational vessel adrift in the vicinity of ramp 5. The owner was contacted, advised all well, and that the vessel must have come free from its moorings.

3. <u>Ice Plant</u>

Ice Plant Staff are currently finishing up the last of the winter's maintenance program. They will fire up the system on March 4th and be open for business on March 9th. Highlights of the last month include:

- Replaced faulty glycol solenoid valves on B – 3 and HS - 4
- Finished B – 3 overhaul
- Changed drain valve on Intercooler
- Located and replaced faulty switch in the compressor control safety override system
- Rebuilt liquid ammonia pump
- Greased rakes and finished ice bin maintenance
- cleaned hot gas screens on evaporators
- Serviced condenser fans
- Collaborated on issuing a RFP for Ice Plant upgrade study

4. <u>Port Maintenance</u>

From mid-January to mid-February, in addition to routine maintenance tasks, Port Maintenance staff:

- Replaced several defective electrical meters
- Performed plowing and sanding as necessary
- Attended the final walk-thru inspection for the Ramp 2 restrooms
- Continued testing and fine tuning the Harbor Tug's fire system
- Responded to an EMS call
- Gathered and cataloged items for a City surplus sale
- Met with HVFD staff to discuss Port fire response
- Telephonically attended a PCC board meeting
- Filled pot holes in Port parking lots
- Replaced DWD security gate flood lights

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

TO: PORT & HARBOR ADVISORY COMMISSION

FROM: RACHEL TUSSEY, DEPUTY CITY CLERK

DATE: FEBRUARY 19, 2019

SUBJECT: BYLAW AMENDMENTS

At the December 12, 2018 regular meeting, the Port and Harbor Advisory Commission reviewed bylaw amendments as well as made additional changes. The commission passed a motion to hold a second reading/review of the proposed amendments at their next meeting. During the drafting process, the City Clerk's Office identified some inconsistencies between city code and the bylaws, which have been resolved.

Provided is a more refined draft of the bylaw amendments for the commission to review and either approve/submit them to City Council for final approval, or make further changes. I will go over all the changes line-by-line with the commission at the meeting and answer any questions you may have.

RECOMMENDATION

Review the second draft of the Port and Harbor Advisory Commission Bylaws, bring any questions you may have to the meeting, and make any additional amendments by way of motion.

If the revised draft is acceptable to the commission, make a motion to approve the amended Port and Harbor Advisory Commission Bylaws, and recommend to City Council to approve the amended bylaws by way of Resolution.

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 **February 27, 2019** 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 - ~~OFFICERS AND COMMISSIONERS~~ MEMBERS

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

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~~Section 3. 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.~~

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~~Section 4. 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.~~

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~~Section 5. 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.~~

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[**Added language bold and underlined.** ~~Deleted language stricken through.~~]

~~Section 6. Any Commissioner who shall have three~~ **~~two successive unexcused absences shall be subject to removal by the Commission by a majority vote of the members present and a new member appointed by the Mayor, subject to confirmation by the City Council.~~**

Section ~~7~~ 2. One City Council member and one Homer area high school Student Representative may be appointed by the Mayor, subject to confirmation by the City Council, as consulting, non-voting members.

Section ~~8~~ **3**. The Mayor, City Manager, and Port Director/Harbormaster may serve as non-voting, consulting members of the Commission.

Section 4. A commission appointment is vacated under the following conditions and upon the declaration of vacancy by the Commission. The Commission shall declare a vacancy when the person appointed:

- **Fails to qualify to take office within 30 days after their appointment;**
- **Resigns and the resignation is accepted;**
- **Is physically or mentally unable to perform the duties of their office;**
- **Misses two (2) consecutive regular meetings unless excused'**
- **Is convicted of a felony.**

~~Section 9. The Mayor may appoint an alternate Port and Harbor Advisory Commissioner, subject to confirmation by the City Council, who may take the place of a Commissioner who is absent or who has declared a conflict of interest; per Resolution 01-23(A).~~

~~Section 10. Honorary members of the Commission may be appointed by the Mayor, subject to confirmation by the City Council. Honorary members may participate in the deliberations of the Commission, but may not vote nor shall they be counted in determining the quorum of Commissioners.~~

ARTICLE IV – ~~MEETINGS & AGENDA~~ 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 – MEETINGS ~~& AGENDA~~

[**Added language bold and underlined.** ~~Deleted language stricken through.~~]

Section 1. Regular meetings shall be **<u>open to the public and</u>** held on the fourth Wednesday of the following months: January, February, March, April, September, October, ~~November,~~ and December at 5:00 p.m.; and May, June, July, and August at 6:00 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. All regular meetings shall be open to the public.~~

Section ~~3~~ **<u>2</u>**. The review of the **<u>Strategic Plan and the commission's</u>** policies, rules and regulation shall be held at **<u>the regular meeting in April of</u>** each year.

Section 4 **<u>3</u>**. **<u>June of each year shall be designated as Budget Month; the budget shall be reviewed at every regular meeting in June to assist the Port Director/Harbormaster in preparation and presentation of budget requests to City Council.</u>**

Section ~~5~~ **<u>4</u>**. Meeting agenda deadline is at 5:00 p.m. the Wednesday preceding the meeting. Allowances will be made for holidays.

Section ~~6~~ **<u>5</u>**. 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.

NAME OF BODY	DATE OF MEETING
PHYSICAL LOCATION OF MEETING	DAY OF WEEK AND TIME OF MEETING
HOMER, ALASKA	MEETING ROOM

NOTICE OF MEETING
REGULAR MEETING AGENDA

1. CALL TO ORDER
2. APPROVAL OF AGENDA
3. PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA. (3 MINUTE TIME LIMIT)
4. RECONSIDERATION
5. APPROVAL OF MINUTES or CONSENT AGENDA
6. VISITORS (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/BOROUGH REPORTS (Chair set time limit not to exceed 5 minutes.)
8. PUBLIC HEARING (3 MINUTE TIME LIMIT)
9. PLAT CONSIDERATION (Planning Commission only)
10. PENDING BUSINESS or COMMISSION BUSINESS
11. NEW BUSINESS or COMMISSION BUSINESS
12. INFORMATIONAL MATERIALS (NO ACTION MAY BE TAKEN ON THESE MATTERS, THEY MAY BE DISCUSSED ONLY).
13. COMMENTS OF THE AUDIENCE (3 MINUTE TIME LIMIT)
14. COMMENTS OF THE CITY STAFF (not required) (Staff report may be at this time in the agenda.)
15. COMMENTS OF THE COUNCILMEMBER (If one is assigned)
16. COMMENTS OF THE CHAIR (May be combined with COMMENTS OF THE COMMISSION/BOARD since the Chair is a member of the Commission/Board.)
17. COMMENTS OF THE COMMISSION

18. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR _______ note any 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. (Sometimes the meeting is scheduled for the Conference Room)

Contact info for the department constructing the agenda. Example: City Clerk's Office, clerk@ci.homer.ak.us, 235-3130.

Section ~~7~~ **6**. 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 Chair's discretion or by a majority vote of the board members in attendance.

Section ~~8~~ **7**. Special meetings **and Worksessions** may be called by the **Port Director/Harbormaster**, Chair, or a majority of the Commission. **Worksessions do not require a quorum, however, no action may be taken at a worksession; items on the agenda are for discussion only.** ~~for the transaction of business as stated in the call for the meeting.~~ Notice of such meetings shall be posted in the same manner as that for regular meetings.

Section ~~9~~ **8**. A quorum for the transaction of business at any meeting shall consist of four members ~~of the Commission present~~. For purposes of determining the existence of a quorum, honorary members shall not be counted.

Section ~~10~~ **9. Four affirmative votes are required to approve any action before the Commission and shall constitute the meaning of "majority vote".** ~~An affirmative vote of the majority of all Commissioners present at one time shall be necessary to approve any action before the Commission.~~ The Chairperson may vote upon, and may move or second a proposal before the Commission.

Section ~~11~~ **10.** 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 11. The Commission shall abide by existing Alaska State Law, Borough Code of Ordinance, where applicable, and Homer City Code, as well as Robert's Rules of Order, current edition, in so far as this treatise is consistent with Homer City Code.

ARTICLE VI - 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 VII - ~~VOTING AND~~ BYLAW AMENDMENTS

[**Added language bold and underlined.** ~~Deleted language stricken through.~~]

~~Section 1.~~ **~~Four affirmative votes are required to approve any action before the Commission and shall constitute the meaning of "majority vote".~~** ~~An affirmative vote of the majority of all Commissioners present at one time shall be necessary to approve any action before the Commission. The Chairperson may vote upon, and may move or second a proposal before the Commission.~~

~~Section 2. A record of all voting must be included in the minutes of each meeting.~~

Section ~~3~~ **1**. 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.** ~~by a simple majority of all members of the Commission present at one time, provided written notice of the proposed amendment shall have been sent to all members at least five (5) days prior to the meeting at which such action is proposed to be taken.~~

Section ~~4~~ **2**. 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.

ARTICLE VIII – ~~ATTENDANCE~~ TELECONFERENCING

Section 1. Teleconference meetings:

a. The preferred procedure for a Commission meeting is that all members be physically present at the designated time and location for the meeting. However, physical presence may be waived and a member may participate in a meeting by Teleconference. **This allowance is limited to two (2) meetings per year.**
b. **There must be a quorum of members physically present in addition to the telephonic member.**
c. A Commissioner participating by teleconference shall be deemed to be present at the meeting for all purposes.
d. In the event the Chair participates telephonically, the Vice-Chair shall run the meeting.

Section 2. Teleconference procedures:

a. A Commissioner who cannot be physically present for a regularly scheduled meeting shall notify the Clerk at least five days prior to the scheduled **meeting time of their** ~~time for the meeting of his/her~~ intent to appear **telephonically** ~~by telephonic means of communication~~
b. The Clerk shall notify the **other** Commissioners **of the Commissioner's intent to appear by teleconference** three days prior to the scheduled **meeting time.** ~~time for the Commission meeting of Commission members intending to appear by teleconference.~~
c. The means used to facilitate a teleconference meeting ~~of the Commission~~ must enable each Commissioner ~~member~~ appearing telephonically to clearly hear**, and be heard by,** all other Commissioners ~~members,~~ and members of the public. ~~attending the meeting as well as be clearly heard by all other Commission members and members of the public.~~
d. The Clerk shall note in the attendance record all Commissioners appearing telephonically.

[**Added language bold and underlined.** ~~Deleted language stricken through.~~]

Office of the City Clerk
491 East Pioneer Avenue
Homer, Alaska 99603

City of Homer
www.cityofhomer-ak.gov

clerk@cityofhomer-ak.gov
(p) 907-235-3130
(f) 907-235-3143

Memorandum

TO: PORT & HARBOR ADVISORY COMMISSION

FROM: RACHEL TUSSEY, DEPUTY CITY CLERK

DATE: FEBRUARY 19, 2019

SUBJECT: LAND ALLOCATION PLAN/OVERSLOPE DEVELOPMENT

At the January 23, 2019 regular meeting, the Port and Harbor Advisory Commission reviewed and approved recommended changes to the 2019 Land Allocation Plan. This agenda item sparked a broader discussion on overslope development, how it is laid out in City Code, and what the process would be to make changes to either the code or plan.

I spoke with Julie Engebretsen, Deputy City Planner, and she provided the following information for the commission:

1. **HCC 21.46 Small Boat Harbor Overlay District** – This is the section of city code that addresses the majority of overslope development. Although this set of rules has been on the book for nearly 10 years, only the Harbormaster's Office has been built under these rules. City code can be amended a number of ways, but a memo to the City Council with a request for referral to the Planning Commission is one path forward.

2. **Homer Spit Comprehensive Plan Excerpt Re: Spit Development** – The zoning code is guided by the Homer Spit Comprehensive Plan, adopted in late 2011. This document is not easy to amend. Goals 1.2 and 3.1 specifically addresses overslope development. Reading through the whole implementation section provides good background for talking about Spit development.

RECOMMENDATION

Informational materials provided for Commission review. Any actions must be made by motion, e.g. making a recommendation to City Council, requesting Staff to schedule a joint worksession with the Planning Commission, or plan to make a presentation at a future Planning Commission meeting.

Chapter 21.46

SMALL BOAT HARBOR OVERLAY DISTRICT

Sections:

21.46.010 Purpose and intent.

The purpose of the Small Boat Harbor Overlay District is to establish additional development regulations specifically designed for the unique nature and needs of water- and tourism-oriented uses on platforms over the small boat harbor. These regulations will delineate special performance and design standards, encourage mixed use developments which contribute to the stabilization of water-dependent and water-related uses, encourage the link between the marine business and general business sectors of the community, and encourage safe and enjoyable access along the harbor's edge. [Ord. 09-44(S) § 3, 2009].

21.46.020 Overlay district boundaries.

The Small Boat Harbor Overlay District applies to the property described as Lot G-8 and Small Boat Harbor, Homer Spit Subdivision No. Two, T6S, R13W, Sections 35 and 36, and T7S, R 13W, Sections 1 and 2, Seward Meridian, as shown on Plat No. 92-50. [Ord. 09-44(S) § 3, 2009].

21.46.030 Applicability.

Unless otherwise noted, the requirements of the Small Boat Harbor Overlay District apply to all development and are in addition to the requirements of the underlying zoning district. Where a requirement of the underlying district conflicts with a requirement of the overlay district, the overlay district requirement shall govern. [Ord. 09-44(S) § 3, 2009].

21.46.040 Conditional uses.

The following uses may be permitted in the Small Boat Harbor Overlay District when authorized by conditional use permit issued in accordance with Chapter 21.71 HCC:

a. Overslope development. [Ord. 09-44(S) § 3, 2009].

21.46.050 Overslope platform standards.

An overslope platform shall comply with the following standards:

a. An overslope platform shall be 40 feet deep, and shall be not less than 40 feet nor more than 240 feet wide.

b. There shall be a minimum 20-foot setback separating an overslope platform from a dedicated right-of-way. Except as provided in the preceding sentence, there are no setback requirements for overslope platforms, and an overslope platform may be constructed to the lot line.

c. An overslope platform that is used for the docking of boats shall be designed to bear the loads associated with that use, and include suitable rail access, gates, stairs and fenders.

d. The bottom of the lowest structural member of the lowest floor of an overslope platform (excluding pilings and columns) shall be at least one foot above the base flood elevation.

e. The area of an overslope platform that at the time of its construction is within 15 feet of the edge of a ramp shall be used as a public access area, within which no sales or commercial activity may occur. Such a public access area shall not be counted to meet open space or landscaping requirements.

f. Direct access from an overslope platform to the ramp shall be limited to avoid user conflicts. Gates or other moveable barriers that facilitate loading and unloading may be used to control access. [Ord. 09-44(S) § 3, 2009].

21.46.060 Architectural standards.

Overslope development shall conform to the following architectural standards:

a. All buildings on the same overslope platform shall receive a common architectural treatment. The main color of the exterior walls of all buildings on an overslope platform shall be one or more earth or seascape tones.

b. Not less than five percent of the area of an overslope platform area shall be outdoor public open space.

c. Overslope development shall include pedestrian walkways that provide direct access between common areas in the overslope development and public rights-of-way.

d. Opaque walls, fences or planter boxes, or any combination of them, shall be used to screen mechanical equipment and trash containers from view in adjacent public areas.

e. The design of structures and outdoor pedestrian areas shall take into consideration environmental factors such as prevailing wind, salt spray, solar exposure, snow and heavy rains.

f. Along the length of a building, the roofline shall not be continuous for more than 60 feet. Roofs shall be gabled.

g. The maximum height of a building measured from the overslope platform or the adjacent grade to the highest roof peak shall not exceed 25 feet.

h. A public access not less than eight feet wide to an area overlooking the harbor shall be provided at each end of an overslope platform and at intervals not greater than 150 feet on the overslope platform.

i. A continuous pedestrian corridor at least eight feet wide must extend the length of the overslope development, on either the harbor or the uplands side, or some combination thereof. The corridor must be clear of obstructions, but may be covered by an awning or roof overhang. The minimum eight-foot width of the corridor may not be counted to meet landscaping or public open space requirements. [Ord. 09-44(S) § 3, 2009].

21.46.070 Signs.

Signs are subject to the requirements in Chapter 21.60 HCC that apply in the underlying zoning district; provided, that the maximum combined total area for all signs under Table 2 in HCC 21.60.060(c) is calculated on a per-building basis instead of on a per-lot basis. No sign bearing a commercial message, as defined in HCC 21.60.040, may be placed in an outdoor public open space. [Ord. 09-44(S) § 3, 2009].

21.46.080 Landscaping.

a. Five percent of the area of an overslope platform must be landscaped.

b. In addition to the types of plantings listed in the definition of landscaping in HCC 21.03.040, landscaping on an overslope platform may include planter boxes and hanging basket plantings.

c. The Commission may permit the substitution of durable outdoor art, or amenities for public use such as bike racks, benches, trash receptacles and information kiosks, for part of the required landscaping on an overslope platform. [Ord. 09-44(S) § 3, 2009].

21.46.090 Architectural plans.

An application for an overslope development conditional use shall include the following detailed plans and specifications showing compliance with the requirements of this chapter:

a. Floor plans at a scale of one-eighth inch equals one foot.

b. Architectural elevations.

c. Site elevation showing the relationship to the platform of the base flood elevation and mean high tide line, and the elevation of the land where the platform adjoins the shore.

d. Exterior finish schedule.

e. Roof plan showing direction of drainage and where runoff will go.

f. Drawings must show design oversight by an architect registered under the laws of the State of Alaska. [Ord. 09-44(S) § 3, 2009].

4. Implementation

This final section provides specific objectives and strategies for meeting the vision and goals outlined in Chapter 3. The table is intended as an implementation tool over the next 20 years and/or the life of the plan. Key partners who are needed to help with implementation are listed, including the City of Homer, landowners and developers, state and federal agencies, non-profits, and local economic enterprises including the Chamber of Commerce. Cooperation and a "win-win" approach to implementation will be vital to the successful outcome of this planning effort.

"An important issue is actually implementing a plan. I remember being at Land's End in the 1980s at a community brainstorming. There were ideas galore, wall posters full, and actually some consensus to "plan" and do. Unfortunately all these folks, including myself all went back to jobs and lives and without planning, "Coney Island" emerged."

~ Workshop participants

1. Land Use and Community Design

Goal 1.1 Maintain the variety of land uses that establish the unique "Spit" character and mix of land uses.

Objective	Strategies	Responsibilities
Revise zoning to protect character and enhance commercial, industrial, and public facilities development	Identify appropriate residential uses on the Spit. Similar land uses (such as charter offices, boat and gear sales, tourism activities) shall be encouraged to cluster to achieve a mix of related activities and minimize adverse impacts on other activities. Consider a 25-foot building height limit, with a Conditional Use Permit (CUP) process for buildings up to 35 feet. Encourage all developments to provide amenities such as bike racks, benches, picnic tables, trashcans, and landscape features such as planters and art. Review Spit parking requirements and possible solutions.	Planning Department Planning Commission Port and Harbor Commission
The City should plan for the future land use of City-owned properties	Reserve and cluster industrial land at specific nodes, including east and south of harbor. Better utilize the limited land available for industrial and economic development. Reserve sufficient land by the deep water dock for future industrial development. Designate "overslope" for commercial use focus on south and west sides.	City Council Port and Harbor Commission
Address marine commercial and marine industrial zoning	Submit draft ordinance to Planning Commission and City Council. Consider zero lot line construction and the amount of right-of-way realistically needed to support specific uses at build-out.	Planning Department Planning Commission
Review land lease policy and determine impact on leasing and character of leasing	Continue reviewing lease policies periodically. City leases shall include land sufficient for businesses and minimal employee parking.	City Council
Develop standards to apply to development	Address screening of dumpsters/noxious facilities. Address standards for screening of industrial development with view protection. Explore industrial subdivision standards.	Planning Department, Commission

Goal 1.2 Improve the permanence and character of new commercial development.

Objective	Strategies	Responsibilities
Develop standards for public property development	Revisit design guidelines for overslope development to provide more specificity for development at harbor overslope, considering issues such as lot size, legal access, and parking policies.	City Council

Goal 1.3 Provide public facilities that attract residents and visitors to the Spit.

Objective	Strategies	Responsibilities
Provide amenities that aid residents and visitors	Identify locations and needs for restrooms/showers.	Port and Harbor Department, harbor users, leaseholders
Provide enhanced park and recreation facilities	Identify and prioritize public recreation needs on the spit, and include projects on the CIP. Refer to the Master Parks and Recreation Plan, chapter 7, in the 2008 Comprehensive Plan. Prepare a master plan for development of a new community gathering space at the site of the existing City campground north of Freight Dock Road (pier 1 area). Provide kayak launching facilities. Set aside a new community park. Evaluate and develop a plan for non-boating access to fishing opportunities. Construct weather-protected picnic and outdoor meeting facilities. Open space recreation uses shall be encouraged on the west side of the Spit on public land.	Public Works Department/ Parks and Recreation Division Chamber of Commerce

Goal 1.4 All development should recognize, value, and complement the unique natural resources on the Homer Spit.

Objective	Strategies	Responsibilities
Preserve and protect important wildlife and bird sanctuary areas.	Require site-specific handling requirements for all runoff from parking areas. Provide information on preventing the growth of noxious weeds. Encourage the use of native plant materials for all landscaped areas. Encourage the presence of interpretive programs to identify plant and animal resources. Clearly sign beach areas designated off-limits for motorized travel.	Planning Department Parks and Recreation Division State of Alaska, DNR Parks Non-profit Organizations US Fish & Wildlife Services

Goal 1.4 All development should recognize, value, and complement the unique natural resources on the Homer Spit.

Objective	Strategies	Responsibilities
Identify private lands to become conservation areas	Buy private property from willing landowners for conservation purposes. Encourage containment and cleanup of junk. The City should pursue ownership or preservation of the west side of the Spit for open space recreation, camping, and view shed protection.	City Council
Allow the natural transport of sediments along the west side of the Spit to continue uninterrupted.	Proponents of bulkheads, groins, breakwaters, or other devices shall demonstrate that their project will not adversely disrupt this sediment transportation.	Public Works Department

Goal 1.5 Respond to seasonal land use demand fluctuations.

Objective	Strategies	Responsibilities
Ensure that high demand seasonal uses are given priority	Allow interim/temporary uses of vacant City land when they are supportive of seasonal demands (fishing, tourism, etc.). Rationalize parking areas to make sure demand is met but at the same time, reduce the overall footprint and visual impact.	Port and Harbor Commission Administration Port & Harbor Department

Goal 1.6 Protect public access to and enjoyment of the Spit's unique natural resources.

Objective	Strategies	Responsibilities
Maintain and protect traditional public use of the beaches along the Spit such as gathering coal, shellfish, fishing and other recreational activities.	Inventory and identify key traditional use areas and access routes. Obtain public ownership of land on the Spit especially focused around key sites. Conservation of the Mud Bay area of the Spit. Maintain and increase public access to the harbor and beaches to improve opportunities for fishing, and other recreational activities. Minimize conflicts between motorized and non motorized users on the Spit. Install signage to educate ATV users about responsible ATV use.	Public Works Department Parks and Recreation Planning Department Port and Harbor Commission
Protect the scenic, natural and aesthetic resources.	Encourage the build-up of driftwood on Spit Beaches. Use native landscape elements in public design projects (beach grass, driftwood).	Public Works Department Parks and Recreation Planning Department Port and Harbor Commission

2. Transportation

Goal 2.1 Enhance and protect the Spit's critical role in regional marine transportation.

Objective	Strategies	Responsibilities
Prioritize transportation and land use decisions to support waterfront dependent activities	Priority for use of the Small Boat Harbor and distal end of the Homer Spit shall be marine commercial, marine industrial (fishing), industrial transportation, waterfront tourism, and recreation (both day use and outings across the bay). Enhance the connectivity and infrastructure needed to support Deep Water Cargo activities and Main Dock Areas. The City shall reserve right-of-way for access to the east side of the harbor.	Port and Harbor Public Works Administration City Council
Balance cruise ship and other commercial activities. One should not happen at the expense of another	Improve cruise ship passenger disembarkation area by the Deep Water Dock. Create way finding kiosks along the harbor. Create a covered harbor overlook area in near ramp 7 or the Deep Water Dock and the harbor entrance. Consider temporary solutions and how to prioritize improvements for cruise ship passengers, since the number of port calls varies year to year.	Port and Harbor Public Works Administration Existing commercial/ retail business owners Excursion vendors Chamber of Commerce

Goal 2.2 Improve traffic flow and safety on the Sterling Highway (Homer Spit Road).

Objective	Strategies	Responsibilities
Maintain the capacity of the Sterling Highway (Homer Spit Road)	Limit number of access points to the Sterling Highway. Initiate a Reconnaissance Study to better define and control crossing points in the harbor commercial area. Evaluate traffic calming as an element of the Reconnaissance Study. Enter Memorandum of Agreement with ADOT&PF to address parking, maintenance, and management of the right-of-way.	ADOT Administration

Goal 2.3 Provide adequate and safe facilities for pedestrians and bicyclists.

Objective	Strategies	Responsibilities
Provide safe walkways and trails	Develop pedestrian plan for Spit. Work with DOT on solutions such as crosswalks. Consider options for location of the bike path to best address safety and all users. Plan and design the proposed bike path extension to meet the needs of bicyclists and pedestrians. Plat easements for walkways in commercial areas and along overslope area. Require provision of connectivity between adjacent commercial properties in permit process/zoning language. Connect harbor to Seafarers Memorial with trail. The City shall reserve 15’ pedestrian/safety rights-of-way and access for overslope development around the periphery of the small boat harbor. Construct pedestrian pathway around northerly harbor rim.	Public Works Department Planning Department Port & Harbor Dept

Goal 2.4 Provide improved multi-modal transportation on and to the Spit.

Objective	Strategies	Responsibilities
Support year round car ferry service to the outlying communities of Kachemak Bay	Participate in a public or private task force or organization.	City Council Economic Development Commission, Chamber of Commerce Administration
Encourage a shuttle bus system during peak summer months to transport visitors and employees to town, lodging and remote parking.	Participate in a public or private task force or organization. Create business plan/model to determine funding/cash flow.	

Goal 2.5 Improve organization, wayfinding, and location of parking and harbor facilities

Objective	Strategies	Responsibilities
Better define parking locations	Separate long-term parking from short-term/day use parking. Designate specific areas for RV parking. Provide loading zones for delivery trucks and motor coaches in the retail district. Implement a fee and permit system for long term parking.	Port and Harbor Planning Department
Provide coherent wayfinding system for parking, and restrooms	Establish a consistent theme for all parking graphics and signage. Develop color or other graphic/design feature to clearly indicate intended use. Clearly identify City of Homer as owner and requirements for use of lots. Clearly label all ramps so they are visible from the roads and parking lots. Create a kiosk or signage at each ramp and restroom showing the layout of the harbor, and parking in the immediate area of the user.	Port and Harbor Planning Department
Define loading and unloading areas	Create a bus loading zone near the harbormasters office. Analyze options for a turn around/cul-de-sac/roundabout at End of the Road Park.	Port and Harbor ADOT City Council

3. Economic Vitality

Goal 3.1 Improve the local economy and create year-round jobs by providing opportunities for new business and industrial development appropriate for the Homer Spit.

Objective	Strategies	Responsibilities
Enhance the circulation and safety in the fish dock area	Create site-specific land use study for fish dock/processing/ice house area. Develop appropriate safety measures on Fish Dock Road. Construct an observation deck near the Fish Dock.	Port and Harbor Dept Parks and Recreation

Goal 3.1 Improve the local economy and create year-round jobs by providing opportunities for new business and industrial development appropriate for the Homer Spit.

Objective	Strategies	Responsibilities
Enhance east harbor area for industrial use	Review zoning for adequacy of provisions for industrial growth. Compress trailer parking to ensure there is no encroachment into needed industrial reserve lands. Expand the port facilities and freight capacity for improved transportation of goods and materials in and out of Homer. Expand and improve the deep water dock and other related port facilities. Improve Outer Dock Road.	Public Works Planning Department Port and Harbor
Determine economic development opportunities for "value added" growth such as processing, small scale local retail, and restaurants serving local products	Encourage development related to the fishing, fish processing, and boating industries. Host economic development forum and determine opportunities for value added growth.	Alaska Economic Development Corporation Planning Department Chamber of Commerce Processing plant managers/ operators
Determine incentives needed to promote Overslope development	Analyze and develop market plan for development. Determine alternate incentives that would encourage growth. Identify sources of funding or implementation actions for identified incentives.	Public Works Department Port and Harbor Commission Alaska State DEC Finance Department

4. Natural Environment

Goal 4.1 Manage conservation areas and the natural resources of the Spit to ensure continued habitat and biological diversity.

Objective	Strategies	Responsibilities
Minimize human impact on conservation areas.	Avoid development on city owned tidelands adjacent to Conservation areas, such as Louie's Lagoon and Mud Bay. Minimize all development that is not marine related within the Kachemak Bay Critical Habitat Area, defined as below the 17.4 ft mean high tide. Improvements to public lands should focus active recreation on the west side of the Spit, Mariner Park, and south of the Fishing Lagoon.	Port and Harbor Dept Parks and Recreation

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Objective	Strategies	Responsibilities
Purchase or obtain conservation easements on private lands on the Spit, such as between north of the hockey rink, and the base of the Spit.	Work with willing land owners to conserve land through methods such as conservation easements, or public or nonprofit ownership. Consider purchasing first right of refusal options, right of occupancy for remainder of lifetime or other less traditional methods that will ensure conservation of the properties at some point in the future.	Public Works Planning Department Port and Harbor

Goal 4.2 Support environmentally responsible harbor operations by all user groups. Activities such as power washing and scraping, sanding and painting may not be allowed in the harbor in the future due to environmental regulations.

Objective	Strategies	Responsibilities
Support and implement the Alaska Clean Harbor Pledge	Implement relevant portions of Chapter 9 Energy, from the 2008 Comprehensive Plan, such as energy efficient public buildings, recycling and solid waste management. Implement a bilge water management program. Pursue public education on boat cleaning agents, to reduce the use of harsh chemicals such as bleach.	Public Works Planning Department Port and Harbor
Support the concepts presented in "Clean Boating for Alaskans"	Continue to support environmentally responsible boating habits. Partner with harbor user groups on public education and providing appropriate facilities.	Port and Harbor Harbor user groups

Goal 4.3 Manage Storm Water Runoff

Objective	Strategies	Responsibilities
Address stormwater issues, puddling, and erosion	Explore better parking lot maintenance and storm water management approaches such as rain gardens, settling ponds and shallow ditches. Use to also help define parking areas, particularly where winter maintenance is not needed. Parking revenues could be used to help pay for these projects. Create a spit drainage and grading plan. Drainage needs to be planned and implemented block by block rather than haphazardly for all properties.	Public Works Port and Harbor

Goal 4.4 Manage the Port as a working harbor, for both recreational and working vessels

Objective	Strategies	Responsibilities
Remove derelict vessels	Continue to get rid of boats not paying moorage; the harbor is not a storage facility or museum. Harbor expansion is expensive; the harbor should be fully utilized by active users. Dead boats can also be an environmental hazard if no one is responsible for making sure they don't sink or leak.	Public Works Port and Harbor

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: PORT AND HARBOR ADVISORY COMMISSION

FROM: BRYAN HAWKINS, PORT DIRECTOR/HARBORMASTER

DATE: FEBRUARY 20, 2019

SUBJECT: SNUG HARBOR SEAFOODS LEASE RE-ASSIGNMENT APPLICATION FOR COPPER RIVER SEAFOODS

This lease re-assignment request is part of a purchase by Copper River Seafoods, Inc. of Snug Harbor Seafoods' holdings within the City of Homer.

- The rates and agreed upon improvements to the property are the same as the preceding lease with Snug Harbor. Improvements to the property include completing the construction of a 2,300 sq. ft. fish buying building, for which Planning Dept. permission, fire marshal approval, and the construction of the foundation were procured/completed by Snug Harbor. The start date for construction of the building would be in 2020.

- The lease is currently set to expire on April 30, 2034 with two, 5-year extensions, giving a possible end term as late as April 30, 2044. Copper River Seafoods has requested a 20 year lease with extension. City Code requirements dictate a standard new lease term of 20 years with a maximum of two, 5-year extensions, which would set the new original lease term to expire on March 31, 2039 and with extensions give a possible end term of up to March 31, 2049.

There are no current compliance issues with the current lease held by Snug Harbor Seafoods, and Copper River Seafoods' lease application is complete. This lease re-assignment will also update the lease to reflect the new and current code requirements.

After consideration of all available information and the lessee's proposal, the Port and Harbor has no objections to the lease re-assignment request indicated in the lease application.

Recommendation:

Make a motion to City Council supporting the lease re-assignment request from Snug Harbor Seafoods to Copper River Seafoods, and recommending City Council approve the re-assignment and new lease terms.

CITY OF HOMER
LEASE APPLICATION CHECKLIST

Applicant Name: Copper River Seafoods Inc.

Synopsis: *In 2014, Snug Harbor Seafoods entered into a 20 year lease with the intent to build a two story warehouse for the purpose of "seafood buying." The structure was engineered, permitted, and a concrete slab poured but the structure was not built. Now in 2018/2019, Snug Harbor Seafoods is selling its "holdings" in Homer to Copper River Seafoods Inc., hence a new lease for this reassignment is needed. Copper River Seafoods Inc. requests a 20 year City lease with extensions for the purpose of operating a "fish buying station" and plans to construct the a 42' x 47' square foot facility by December 2020.*

Action:

- ☑ Lease approval.
- ☐ Lease approval with conditions. Explain.
- ☐ Lease denial. Explain.
- ☐ Lease application incomplete.

Katie Koester 2-22-19

Katie Koester, City Manager Date

A. A responsive lease application / proposal shall include:

1. A completed application form provided by the City

YES	NO	N/A	INCOMPLETE

NOTES: *An application form was submitted on 9/24/18; Financial information was submitted 2/20/19 after Copper River Seafoods' Chief Financial Officer met with City Manager Koester on 2/18/19. Initially the applicant noted it was involved in pending litigation however there was a settlement, in the applicant's favor, December 2018; the applicant is currently not involved in any litigation cases. Additionally, the applicant noted in the 9/24/18 application that the intended type of business to be placed on property would be "seafood manufacturing" and the building use would be "seafood processing" but in a 2/22/19 email, the applicant clarified that the intended activities for the property would be a "fish buying station."*

2. Any applicable fees.

YES	NO	N/A	INCOMPLETE

NOTES: *Check for $250.00 was received 9/24/18.*

3. A clear and precise narrative description of the proposed use of the property

YES	NO	N/A	INCOMPLETE

NOTES: *Please see 9/24/18 application form.*

4. A specific time schedule and benchmarks for development

YES	NO	N/A	INCOMPLETE

NOTES: *Please see 9/24/18 application form*

5. A proposed site plan drawn to scale that shows at a minimum property lines, easements, existing structures and other improvements, utilities, and the proposed development including all structures and their elevations, parking facilities, utilities, and other proposed improvements.

YES	NO	N/A	INCOMPLETE

NOTES: *Please see 9/24/18 application form, which includes a site plan prepared by HZA, LLC. titled "Snug Harbor Seafoods Warehouse @ Homer Spit."*

6. Any other information that is directly pertinent to the proposal scoring criteria contained herein

YES	NO	N/A	INCOMPLETE

NOTES:

7. All other **required attachments**

☒ Applicant information – *Provided 9/24/18*

☒ Plot Plan – *See question #5 Notes section*

☒ Development Plan - *See 9/24/18 application form*

☒ Insurance – *Provided Certificate of Liability Insurance dated 2/13/19*

☒ Proposed Subleases – *N/A*

☒ Environmental Information- *If there are any Environmental Information materials necessary for the proposed fish buying station, they will be provided at the 2/27/19 Port & Harbor Advisory Committee otherwise this will be considered N/A*

☒ Agency approvals and permits – *Provided a letter from Nelson Engineering dated 3/1/13; Provided a letter from the State of Alaska, Department of Public Safety dated 4/9/13*

☒ Financial Information- *Provided a letter dated 2/20/19*

☒ Corporation information and a copy of the Articles of Incorporation and Bylaws – *Provided Articles of Incorporation of Copper River Fine Seafoods, Inc. dated 3/7/96; Articles of Amendment dated 3/1/04; Bylaws dated 3/15/98. On the 9/24/18 application, the applicant noted CEO Scott Blake held a 54.20 share, Director Rodger May held a 33.20 share, and Secretary Rich Monroe held no shares however the State of Alaska reports that in addition to Blake and May, Director Norman Stavis holds a 6.30 share and Shareholder James Stavis holds a 6.30 share.*

☒ Certificate of good standing issued by the entity's state of domicile – *State of Alaska notes Copper River Seafoods Inc. is in good standing as of 2/22/19*

☒ 4 Appropriate References- *Independent Packers Company representative; Seattle Tacoma Box representative; Pacific Harvest Seafoods representative; Key Bank B12 Capital representative*

8. Any other information required by the solicitation or request for proposals.

YES	NO	N/A	INCOMPLETE

CITY OF HOMER
SEP 2 4 2018
CUSTOMER SERVICE

Lease Application/Assignment Form

Directions:
1. Please submit this application form to the City Manager's Office, 491 Pioneer Avenue, Homer, AK, 99603.
2. Please answer all questions on this form, or put "N/A" in the space if it is non-applicable.
3. Please include all applicable fees in the form of a check, made payable to the City of Homer.

Applicant Name: Business Name: Social Security Number:	Copper River Seafoods, Inc. 92-0157589
Mailing Address:	1118 E. 5th Ave
City, State, ZIP code:	Anchorage, AK 99501
Business Telephone No.	907-522-7806
Representative's Name:	Martin Weiser
Mailing Address:	1118 E. 5th Ave
City, State, ZIP code:	Anchorage, AK 99501
Business Telephone No.	907-522-7806
Property Location:	
Legal Description:	Portion of Lot 13B, City of Homer Port Industrial
Type of Business to be placed on property:	Seafood Manufacturing
Duration of Lease requested:	20 years
Options to re-new:	20 year extension

<table>
<tr><th colspan="3">The following materials must be submitted when applying for a lease of City of Homer real property</th></tr>
<tr><td>1.</td><td>Plot Plan
Attached</td><td><u>A drawing of the proposed leased property showing:</u>
☐ Size of lot - dimensions and total square footage (to scale)
☐ Placement and size of buildings, storage units, miscellaneous structures planned (to scale).
☐ Water and sewer lines – location of septic tanks, if needed.
☐ Parking spaces – numbered on the drawing with a total number indicated</td></tr>
<tr><td>2.</td><td>Development Plan</td><td>☐ <u>List the time schedule from project initiation to project completion, including major project milestones.</u>
Dates / Tasks
9/1/20 Framing.
12/31/2020 Completion
For each building, indicate:
Building Use / Dimensions and square footage
Seafood Processing ~ 42′ × 47′ 1974 ☐</td></tr>
<tr><td>3.</td><td>Insurance
Attached</td><td>☐ Attach a statement of proof of insurability of lessee for a minimum liability insurance for combined single limits of $1,000,000 showing the City of Homer as co-insured. Additional insurance limits may be required due to the nature of the business, lease or exposure. Environmental insurance may be required. If subleases are involved, include appropriate certificates of insurance.</td></tr>
<tr><td>4.</td><td>Subleases
n/a</td><td>☐ Please indicate and provide a detailed explanation of any plans that you may have for subleasing the property. The City of Homer will generally require payment of 25% of proceeds paid Lessee by subtenants. Refer to chapter 13 of the Property Management Policy and Procedures manual.</td></tr>
<tr><td>5.</td><td>Health Requirements
Attached
Prior approval</td><td>☐ Attach a statement documenting that the plans for the proposed waste disposal system, and for any other necessary health requirements, have been submitted to the State Department of Environmental Conservation for approval. Granting of this lease shall be contingent upon the lessee obtaining all necessary approvals from the State DEC.</td></tr>
</table>

6.	**Agency Approval** Attached	☐ Attach statement(s) of proof that your plans have been inspected and approved by any agency which may have jurisdiction of the project; i.e. Fire Marshall, Army Corps of Engineers, EPA, etc. The granting of this lease shall be contingent upon lessee obtaining approval, necessary permits, and/or inspection statements from all appropriate State and/or Federal agencies.
7.	**Fees**	All applicable fees must be submitted prior to the preparation and/or execution of a lease. ☐ **Application fee - $30.00.** Covers costs associated with processing the application. *Please make check payable to the City of Homer.* ☐ **Lease fee - $300.00.** Covers the costs of preparing and processing the actual lease. ☑ **Assignment fee - $250.00.** Covers the costs of preparing and processing the lease transfer. *Please make check payable to the City of Homer.*
8.	**Financial Data** as of 2/19/19	Please indicate lessee's type of business entity: ☐ Sole or individual proprietorship. ☐ Partnership. ☒ Corporation. ☐ Other – Please explain: ________________ ☐ **Financial Statement** – *Please attach a financial statement showing the ability of the lessee to meet the required financial obligations.* ☐ **Surety Information** – Has any surety or bonding company ever been required to perform upon your default or the default of any of the principals in you organization holding more than a 10% interest ☒ No ☐ Yes. If yes, please attach a statement naming the surety or bonding company, date and amount of bond, and the circumstances surrounding the default or performance. ☐ **Bankruptcy information** - Have you or any of the principals of your organization holding more than a 10% interest ever been declared bankrupt or are presently a debtor in a bankruptcy action? ☒ No ☐ Yes. If yes, please attach a statement indicating state, date, Court having jurisdiction, case number and to amount of assets and debt. ☐ **Pending Litigation** – Are you or any of the principals of your organization holding more than a 10% interest presently a party to any pending litigation? ☒ No Yes. If yes, please attach detailed information as to each claim, cause of action, lien, judgment including dates and case numbers.

9.	**Partnership Statement** n/a	☐ If the applicant is a partnership, please provide the following: **Date of organization:** ______ **Type:** ☐ General Partnership ☐ Limited Partnership **Statement of Partnership Recorded?** ☐ Yes ☐ No Where ______ When ______ **Has partnership done business in Alaska?** ☐ Yes ☐ No Where ______ When ______ **Name, address, and partnership share. If partner is a corporation, please complete corporation statement.** ***Please attach a copy of your partnership agreement.***
10.	**Corporation Statement** Attached	☒ If the applicant is a corporation, please provide the following: **Date of Incorporation:** March 7, 1996 **State of Incorporation:** Alaska **Is the Corporation authorized to do business in Alaska?** ☐ No ☒ Yes. Is so, as of what Date? March 7, 1996 **Corporation is held?** ☐ Publicly ☒ Privately If publicly held, how and where is the stock traded? ______ **Officers & Principal Stockholders [10%+]:** Name / Title / Address / Share Scott A. Blake / Pres/CEO / 1118 E 5th Anch AK 99501 / 54.20 Rodger May / Director, shareholder / " / 33.20 Rich Monroe / Secretary/Treas. / " / Ø ☐ **Please furnish a copy of Articles of Incorporation and By-laws.** **Please furnish name and title of officer authorized by Articles and/or By-laws to execute contracts and other corporate commitments.** Name / Title Scott Blake / President/CEO

11.	**Applicant References**	Please list four persons or firms with whom the Applicant or its owners have conducted business transactions with during the past three years. Two references named shall have knowledge of your financial management history, of which at least one must be your principal financial institution. Two of the references must have knowledge of your business expertise. **Name:** Jeff Buske **Firm:** Independent Packers Company **Title:** Owner **Address:** 2001 W. Garfield St Seattle, WA 98199 **Telephone:** 206-922-3860 **Nature of business association with Applicant:** They custom process for us for approx. 10 yrs **Name:** Seattle Tacoma Box **Firm:** Cindy Unley **Title:** CFO **Address:** 23400 71st Pl S. Kent, WA 98032 **Telephone:** 253-854-9700 **Nature of business association with Applicant:** They have supplied us with all our packaging for numerous years **Name:** Jim Gonzales **Firm:** Pacific Harvest Seafoods **Title:** Owner / Pres. **Address:** 1800 NE 44th St. #200 Renton, WA 98056 **Telephone:** 425-254-1544 **Nature of business association with Applicant:** Customer/Supplier, partnered on ventures in past, not currently. **Name:** Michael Panichi **Firm:** Key Bank Biz Capital **Title:** Sr. VP **Address:** 127 Public Square Cleveland, OH 44114 **Telephone:** 216-689-4769 Mail code: OH-01-27-0533 **Nature of business association with Applicant:** Bank

I hereby certify that the above information is true and correct to the best of my knowledge.

Signature: [signature], Chief Development Officer **Date:** 9/20/18

CERTIFICATE OF LIABILITY INSURANCE

ACORD®

DATE (MM/DD/YYYY): 2/13/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Marianne Strahle	
Marsh & McLennan Agency, LLC	PHONE (A/C, No, Ext): (907)276-5617	FAX (A/C, No): (907)276-6292
1031 West 4th Ave., Suite 400	E-MAIL ADDRESS: marianne.strahle@marshmc.com	
Anchorage AK 99501	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED	INSURER A: Travelers Prop Cas Co Of Amer	
Copper River Seafoods Inc	INSURER B: Travelers Indemnity Co.	
1118 E. 5th Ave.	INSURER C: Employers Insurance Co. of Wausau	
	INSURER D:	
	INSURER E:	
Anchorage AK 99501	INSURER F:	

COVERAGES CERTIFICATE NUMBER: 18-19 CRS, GAEW REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC OTHER:			Y6605G885652TIL18	12/31/2018	12/31/2019	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
							Employee Overhead Liability	$ 1,000,000
B	AUTOMOBILE LIABILITY X ANY AUTO ALL OWNED AUTOS / SCHEDULED AUTOS HIRED AUTOS / NON-OWNED AUTOS			BA5G93557919CAG	12/31/2018	12/31/2019	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
							Medical payments	$
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $			CUP0J3035301914	12/31/2018	12/31/2019	EACH OCCURRENCE	$ 5,000,000
							AGGREGATE	$ 5,000,000
								$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WCCZ91470024018	12/31/2018	12/31/2019	X PER STATUTE / OTH-ER	
							E.L. EACH ACCIDENT	$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Commercial Crane Agreement.

Where required by written contract, Certificate Holder is an Additional Insured on the General Liability policy, subject to the terms, conditions and limitations of said policy and the additional insured endorsement. It is further agreed that, where required by written contract, such insurance as is afforded the Certificate Holder shall be primary and non-contributory with any other insurance in force for or which may be purchased by the Certificate Holder.

CERTIFICATE HOLDER	CANCELLATION
City of Homer 4311 Freight Dock Road Homer, AK 99603	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Kirk Leadbetter/LRICH

Filed for Record
State of Alaska

MAR 0 7 1996

Department of Commerce
and Economic Development

ARTICLES OF INCORPORATION

OF

COPPER RIVER FINE SEAFOODS, INC.

ARTICLE I

The name of this corporation is COPPER RIVER FINE SEAFOODS, INC.

ARTICLE II

This corporation has perpetual existence.

ARTICLE III

The purpose of the corporation is to engage in the transaction of any and all lawful business for which corporations may be incorporated in the State of Alaska.

ARTICLE IV

The location and address of the registered office of the corporation is 7125 Old Seward Highway, #101, Anchorage, Alaska 99518, and the name of the registered agent at such address is R. Douglas Shaffer.

ARTICLE V

There are no affiliates of the company which are nonresident aliens or corporations whose places of incorporation are outside the United States.

ARTICLE VI

The corporation is authorized to issue one class of shares. The total number of shares which may be issued is 10,000.

ARTICLE VI

The first directors of the corporation are two in number and their names and addresses are:

Name	Address
R. Douglas Shaffer	7125 Old Seward Highway #101, Anchorage, Alaska 99518
William Bailey	7125 Old Seward Highway #101, Anchorage, Alaska 99518
Bruce Richardson	7125 Old Seward Highway #101, Anchorage, Alaska 99518
Scott Blake	7125 Old Seward Highway #101, Anchorage, Alaska 99518

The first directors shall serve until the first annual meeting of shareholders and until their successors are elected and qualified.

ARTICLE VII

The name and address of the incorporator is:

Name	Address
R. Douglas Shaffer	7125 Old Seward Highway #101, Anchorage, Alaska 99518

ARTICLE VIII

The corporation reserves the right to amend, alter, change or repeal any provision contained in these Articles of Incorporation, in the manner now or hereafter prescribed by law, and all rights and powers conferred herein on shareholders and directors are subject to this reserved power.

DATED this 4th day of March, 1996.

R. Douglas Shaffer

R. Douglas Shaffer

STATE OF ALASKA)
)ss:
THIRD JUDICIAL DISTRICT)

I, R. Douglas Shaffer, being first duly sworn, depose and say:

I am the person above named; I have read the foregoing ARTICLES OF INCORPORATION and understand the contents thereof; I have executed it freely and voluntarily for the purpose set forth therein; and I verify that the same is true of my own knowledge.

R. Douglas Shaffer

R. Douglas Shaffer

SUBSCRIBED and SWORN to before me this 4th day of March, 1996.

Patricia D. Meyer

Notary Public in and for Alaska
My Commission Expires: 8/29/99

NOTARY PUBLIC STATE OF ALASKA

Filing Date: Filed for Record
State of Alaska
JAN 2 2 2004
Department of Community
and Economic Development

www.dced.state.ak.us/bsc/corps.htm
Your corporation email/website address:

ARTICLES OF AMENDMENT

The undersigned corporation adopts the following Articles of Amendment to its Articles of Incorporation pursuant to the provisions of Alaska Statute 10.06.510.

ITEM 1 (See number 1 of the instructions)

The name of the corporation is: Copper River Fine Seafoods, Inc.

ITEM II (See number 2 and 6 of the instructions). Any article being amended must be set forth in its entirety. Any number of articles may be amended, added, or deleted.

Resolved that Article I of the Articles of Incorporation be amended to read as follows:

The name of this corporation shall be and herewith is "Copper River Seafoods, Inc."

For continuation of amendment(s), attach additional pages.

08-440 (Rev. 7/99)

RECEIVED
MAR 0 1 2004
Peter C. Ginder, P.C.

ITEM III (See number 3, 4, and 5 of the instructions).

☐ The amendment to the Articles of Incorporation was adopted on ______________________, ___________, by a resolution of the Board of Directors. **No shares have been issued.**

OR

☒ The amendment to the Articles of Incorporation was adopted on January 16, 2004, by the outstanding shares and by the Board of Directors on January 16, 2004, ___________.

The number of shares outstanding is: 1,000.

The number of shares entitled to vote is: 1,000.

The number of shares which voted for the amendment: 1,000.

The number of shares which voted against the amendment: -0-.

If the shares of a class are entitled to vote as a class, write the designation and number of outstanding shares of each class entitled to vote and the number of shares of each class which voted for and against the amendment.

NO. OF SHARES	CLASS	SERIES	FOR	AGAINST

Date 1-016-04

By: Scott A Blake
President or Vice President

Copper River Fine Seafoods, Inc.
Name of Corporation

By: Philip H. Feldhaus
Secretary or Assistant Secretary

08-440 (Rev. 7/99)

BYLAWS

OF

COPPER RIVER FINE SEAFOODS, INC.

ARTICLE I

SEAL, FISCAL YEAR AND OFFICE

Section 1. Seal. The seal of this corporation shall have inscribed on it the name of this corporation and the words: "Corporate Seal."

Section 2. Fiscal Year. The fiscal year of this corporation shall be January 1 through December 31.

Section 3. Office. The principal office of the corporation in the State of Alaska shall be located in the Anchorage Recording District, Third Judicial District, at Anchorage. The registered office of the corporation required by the Alaska Corporations Code shall be located at the same location.

ARTICLE II

MEETING OF SHAREHOLDERS

Section 1. Annual Meeting. The annual meeting of the shareholders, the election of directors, and the transaction of such other business as may properly come before it shall be held at the principal office of the corporation in Anchorage, Alaska, or at some other place within the state as shall be set forth in the notice of meeting. The meeting shall be held on the 7th day of March of each year at 2 p.m. The secretary shall give personally or by mail not less than ten (10) nor more than thirty (30) days before the date of the meeting to each shareholder entitled to vote at such meeting written notice stating the place, date, and hour of the meeting. If mailed, the notice shall be addressed to each shareholder at his or her address as it appears on the record of shareholders of the corporation unless he or she shall have filed with the secretary of the corporation a written request that notices intended for him or her be mailed to a different address, in which case it shall be mailed to the address designated in the request. Any and all notices of meetings may be waived by a shareholder by submitting a signed waiver either before or after the meeting or by attendance at the meeting.

Section 2. Special Meetings. Special meetings of shareholders other than those regulated by statute may be called at any time by a majority of the directors or the president and must be called by the president upon the written request of the shareholders of ten percent (10%) of outstanding shares entitled to vote at a special meeting. Written notice of such meeting stating the place within or without the state, the date and hour of the meeting, the purpose or purposes for which it is called, and the name of the person by whom or at whose direction the meeting is called shall be given not less than ten (10) nor more than thirty (30) days before the date set for the meeting. The notice shall be given to each shareholder of record in the same manner as notice for the annual meeting. No business other than that specified in the notice of meeting shall be transacted in the meeting or at any such special meeting. Notice of a special meeting may be waived by submitting a signed waiver or by attendance at a meeting.

Section 3. Quorum. The presence in person or by proxy of the holders of a majority of the outstanding shares entitled to vote at a meeting shall be necessary to constitute a quorum for the transaction of business at all meetings of shareholders. If a quorum shall not be present at any meeting of the shareholders, the shareholders entitled to vote at such meeting shall have power to adjourn the meeting to a future date at which a quorum shall be present or represented. At such adjourned meeting, any business may be transacted which might have been transacted at the meeting originally called.

Section 4. Record Date. The directors may fix in advance a date not less than ten (10) nor more than thirty (30) days prior to the date of any meeting of the shareholders as the record date for the determination of shareholders.

Section 5. Voting. A shareholder entitled to vote at a meeting may vote at such meeting in person or by proxy. Every shareholder shall be entitled to one (1) vote for each share standing in his name on the record of shareholders. Except as herein or in the Articles of Incorporation otherwise provided, all corporate action shall be determined by a vote of a majority of the shares cast at a meeting of shareholders by the holders of shares entitled to vote thereon.

Section 6. Proxies. Every proxy must be dated and signed by the shareholder or by his attorney-in-fact. No proxy shall be valid after the expiration of eleven (11) months from the date of its execution unless otherwise provided therein. Every proxy shall be revocable at the pleasure of the shareholder executing it except where an irrevocable proxy is permitted by statute. Proxies shall be shareholders.

Section 7. Ratification. Whenever by provision of statute or by the Articles of Incorporation or by these Bylaws, the vote of shareholders is required or permitted to be taken at a meeting thereof in connection with any corporate action, the meeting and voting of shareholders may be dispensed with if all the shareholders who would have been entitled to vote upon the action if such meeting were held shall consent in writing to such corporate action being taken.

ARTICLE III

DIRECTORS

Section 1. Number and Qualifications. The entire Board of Directors shall consist of six (6) persons (all of whom shall be of full age). The number of directors may be changed by an amendment to the Bylaws adopted by the shareholders.

Section 2. Manner of Election. The directors shall be elected at the annual meeting of shareholders by plurality vote except as otherwise prescribed by statute.

Section 3. Term of Office. The term of office of each director shall be until the next annual meeting of the shareholders and until his or her successor has been duly elected and has qualified.

Section 4. Duties and Powers. The Board of Directors shall have control and management of the affairs and business of the corporation. The directors shall in all cases act as a board, regularly convened, and in the transaction of business the act of a majority present at a meeting except as otherwise provided by law or the Articles of Incorporation shall be the act of the Board, provided a quorum is present. The directors may adopt such rules and regulations for the conduct of their meetings and the management of the corporation as they may deem proper, not inconsistent with law or these Bylaws.

Section 5. Meetings. The Board of Directors shall meet for the election or appointment of officers and for the transaction of any other business as soon as practicable after the adjournment of the annual meeting of the shareholders, and other regular meetings of the Board shall be held at such times as the Board may from time to time determine. Special meetings of the Board of Directors may be called by the president at any time, and he must, upon the written request of any two (2) directors, call a special meeting to be held not more than five (5) days after the receipt of such request.

Section 6. Notice of Meetings. No notice need be given of any regular meeting of the Board. Notice of special meetings shall be served upon each director in person or by mail addressed to him at his last known post office address, at least two (2) days prior to the date of such meeting, specifying the time and place of the meeting. At any meeting at which all of the directors shall be present, although held without notice, any business may be transacted which might have been transacted if the meeting had been duly called.

Section 7. Place of Meeting. The Board of Directors may hold its meetings within the state of Alaska or outside of the state of Alaska at such place as may be designated in the notice of any such meeting.

Section 8. Quorum. At any meeting of the Board of Directors, the presence of a majority of the Board shall be necessary to constitute a quorum for the transaction of business. However, should a quorum not be present, the lesser number may adjourn the meeting to some future time, not more than five (5) days later.

Section 9. Compensation. Each director shall be entitled to receive for attendance at each meeting of the Board or of any duly constituted committee thereof which he attends such fee as is fixed by the Board.

Section 10. Vacancies. Any vacancy occurring in the Board of Directors by death, resignation, or otherwise shall be filled promptly by a majority vote of the remaining directors at the special meeting which shall be called for that purpose within five (5) days after the occurrence of the vacancy. The director thus chosen shall hold office for the unexpired term of his predecessor and until the election and qualification of his successor.

Section 11. Removal of Directors. Any director may be removed either with or without cause and at any time by a vote of the shareholders holding the majority of the shares then issued and outstanding and who are entitled to vote for the election of directors sought to be removed, at any special meeting called for that purpose, or at the annual meeting. Except as otherwise prescribed by statute, a director may be removed for cause by vote of the majority of the entire Board.

Section 12. Resignation. Any director may resign his office at any time, such resignation to be made in writing and to take effect immediately without acceptance.

ARTICLE IV

OFFICERS

Section 1. Officers and Qualifications. The officers of the corporation shall be a president, one or more vice-presidents, a secretary, a treasurer, and such other officers as the Board of Directors may determine. Any of the offices may be held by the same person. Each officer must be a shareholder in the corporation.

Section 2. Election. All officers of the corporation shall be elected annually by the Board of Directors at its meeting held immediately after the annual meeting of shareholders.

Section 3. Term of Office. All officers shall hold office until their successors have been duly elected and have qualified or until removed as hereinafter provided.

Section 4. Removal of Officers. Any officer may be removed either with or without cause by vote of a majority of the Board of Directors.

Section 5. Duties of Officers. The duties and powers of the officers of the corporation shall be as follows and as shall hereafter be set by resolution of the Board of Directors.

PRESIDENT

A. The president shall preside at all meetings of the Board of Directors. He shall also preside at all meetings of the shareholders.

B. He shall present at each annual meeting of the shareholders and directors a report of the condition of the business of the corporation.

C. He shall cause to be called regular and special meetings of the shareholders and directors in accordance with requirements of the statutes and of these Bylaws.

D. He shall appoint, discharge, and fix the compensation of all employees and agents of the corporation other than the duly elected officers, subject to the approval of the Board of Directors.

E. He shall sign and execute all contracts in the name of the corporation, and all notes, drafts, or other orders for the payment of money, subject to the approval of the Board of Directors.

F. He shall sign all certificates representing shares.

G. He shall cause all books, reports, statements, and certificates to be properly kept and filed as required by law.

H. He shall enforce these Bylaws and perform all the duties instant to his office and which are required by law, and generally, he shall supervise and control the business and affairs of the corporation.

VICE-PRESIDENT

During the absence or incapacity of the president, the vice-president, in order of seniority of election, shall perform the duties of the president, and when so acting, he shall have all the powers and be subject to all the responsibilities of the office of the president and shall perform such duties and functions as the Board may prescribe.

SECRETARY

A. The secretary shall keep the minutes of the meetings of the Board of Directors and of the shareholders in appropriate books.

B. He shall attend to the giving of notice of special meetings of the Board of Directors and of all the meetings of the shareholders of the corporation.

C. He shall be custodian of the records and seal of the corporation and shall affix the seal to the certificates representing shares and other corporate papers when required.

D. He shall keep at the principal office of the corporation a book or record containing the names, alphabetically arranged, of all persons who are shareholders of the corporation, showing their places of residence, the number and class of shares held by them respectively, and the dates when they respectively became the owners of record thereof. He shall keep such book or record and the minutes of the proceedings of its shareholders open daily during the usual business hours, for inspection, within the limits prescribed by law, by any person duly authorized to inspect such records. At the request of the person entitled to an inspection thereof, he shall prepare and make available a current list of the officers and directors of the corporation and their residence addresses.

E. He shall sign all certificates representing shares and affix the corporate seal thereto.

F. He shall attend to all correspondence and present to the Board of Directors at its meetings all official communications received by him.

G. He shall perform all the duties incident to the office of secretary of the corporation.

TREASURER

A. The treasurer shall have the care and custody of and be responsible for all the funds and securities of the corporation and shall deposit such funds and securities in the name of the corporation in such banks or safety deposit companies as the Board of Directors may designate.

B. He shall make, sign, and endorse in the name of the corporation all checks, drafts, notes, and other orders for the payment of money and pay out and dispose of such under the direction of the president or the Board of Directors.

C. He shall keep at the principal office of the corporation accurate books of account of all its business and transactions and shall at all reasonable hours exhibit books and accounts to any director upon application at the office of the corporation during business hours.

D. He shall render a report of the condition of finances of the corporation at each regular meeting of the Board of Directors and at such other times as shall be required of him, and he shall make a full financial report at the annual meeting of the shareholders.

E. He shall further perform all duties incident to the office of treasurer of the corporation.

F. If required by the Board of Directors, he should give such bond as it shall determine appropriate for the faithful performance of his duties.

OTHER OFFICERS

Other officers shall perform such duties and have such powers as may be assigned to them by the Board of Directors.

Section 6. Vacancies. All vacancies in any office shall be filled promptly by the Board of Directors, either at regular meetings or at a meeting specially called for that purpose.

Section 7. Compensation of Officers. The officers shall receive such salary or compensation as may be fixed by the Board of Directors.

ARTICLE V

SHARE CERTIFICATE

Section 1. Certificates. The shares of the corporation shall be represented by certificates approved by the Board of Directors and signed by the president or a vice-president, and by the secretary or an assistant secretary, or the treasurer or an assistant treasurer, and sealed with the seal of the corporation or a facsimile. Certificates shall be numbered consecutively and in the order in which they are issued; they shall be bound in a book and shall be issued in consecutive order therefrom, and in the margin thereof shall be entered the name of the person to whom the share is represented by each such certificate issued, the number and class or series of such shares, and the date of issue. Each certificate shall state the registered holder's name, the number and class of shares represented thereby, the date of issue, and the par value of such shares or that they are without par value. All certificates representing shares issued by the corporation shall have noted conspicuously thereon reference to the restrictions on sale and transfer provided for in Section 4 of this Article.

Section 2. Subscriptions. Subscriptions to the shares shall be paid at such time and in such installments as the Board of Directors shall determine. If default shall be made in payment of any installment as required by such resolution, the Board may declare the shares and all previous payments thereon forfeited for the use of the corporation in the manner prescribed by statute.

Section 3. Transfer of Shares. Subject to the provisions of Section 4 of this Article, the shares of the corporation shall be assignable and transferable only on the books and records of the corporation by the registered owner, or by his duly authorized attorney-in-fact, upon surrender of the certificate duly and properly endorsed with proper evidence of authority to transfer. The corporation shall issue a new certificate for the shares surrendered to the person or persons entitled thereto.

Section 4. Restrictions on Sale and Transfer. Unless otherwise provided in a shareholders' buy-sell agreement, no shareholder of the corporation may sell or transfer his shares in the corporation without first offering the shares for purchase to the corporation and to the shareholders of the corporation within a period of ninety (90) days of notice of intent to transfer the shares. Any sale or transfer, except by operation of law or court decree, may be made only after it shall have been approved by the Board of Directors, or at a shareholders' meeting specially called for such purpose, by not less than two-thirds of the outstanding shares of the corporation. At such shareholders' meeting, the shares held by the shareholder proposing to sell or transfer his shares may not be voted or counted for any purpose, unless all shareholders consent that such shares be voted or counted.

Section 5. All certificates issued by the corporation shall be noted on the face of the certificate with the restrictions on sale and transfer contained in Section 4 as follows: "Transfer of these shares subject to approval by Board of Directors. Shares must be first offered to the corporation and other shareholders for purchase before transfer."

Section 6. Returned Certificates. All certificates for shares changed or returned to the corporation for transfer shall be marked by the secretary "canceled," with the date of cancellation, and the transaction shall be immediately recorded in the certificate book opposite the memorandum of their issue. The returned certificate may be inserted in the certificate book.

ARTICLE VI

DIVIDENDS

The Board of Directors at any regular or special meeting may declare dividends payable out of the surplus of the corporation, whenever in the exercise of its discretion it may deem such declaration advisable. Such dividends may be paid in cash, property, or shares of the corporation.

ARTICLE VII

BILLS, NOTES, ETC.

All bills payable, notes, checks, drafts, warrants, or other negotiable instruments of the corporation shall be made in the name of the corporation and shall be signed by such officer or officers as the Board of Directors shall from time to time by resolution direct.

No officer or agent of the corporation, either singly or jointly with others, shall have the power to make any bill payable, note, check, draft, or warrant, or other negotiable instrument, or endorse the same in the name of the corporation, or contract, or cause to be contracted any debt or liability in the name and on the behalf of the corporation except as herein expressly prescribed and provided.

ARTICLE VIII

OFFICES

The principal office of the corporation shall be located in the city of Anchorage, Alaska. The Board of Directors may change the location of the principal office of the corporation and may from time to time designate other offices within or without the state as the business of the corporation may require.

ARTICLE IX

AMENDMENTS

These Bylaws may be altered, amended, repealed, or added to by the affirmative vote of the holders of the majority of the shares entitled to vote in the election of any director at an annual meeting or at a special meeting called for that purpose, provided that a written notice shall have been sent to each shareholder of record entitled to vote at such meeting at his or her last known post office address at least ten (10) days before the date of such annual or special meeting, which notice shall state the alterations, amendments, additions, or changes which are proposed to be made in such Bylaws. Only such changes shall be made as have been specified in the notice. These Bylaws may also be altered, amended, repealed, or new bylaws adopted by a majority of the entire Board of Directors at a regular or special meeting of the Board. However, any bylaws adopted by the Board may be altered, amended, or repealed by the shareholders.

ARTICLE X

WAIVER OF NOTICE

Whenever under the provisions of these Bylaws or any statute any shareholder or director is entitled to notice of any regular or special meeting or of any action to be taken by the corporation, such meeting may be held or such action may be taken without the giving of such notice, provided every shareholder or director entitled to such notice waives the requirements of these Bylaws with respect thereto.

DATED this 15 day of March, 1998, at Anchorage, Alaska.

Secretary

(S E A L)

NELSON ENGINEERING

CONSULTING ENGINEERS
155 BIDARKA STREET
(907) 283-3583

STRUCTURAL CIVIL ENVIRONMENTAL
KENAI, ALASKA 99611
FAX (907) 283-4514

March 1, 2013
Timothy Fisher, Plans Examiner
State of Alaska-Department of Public Safety
Review Number: 4106

Dear Mr. Timothy Fisher,

I have received your plan review comments and offer the following responses:

1. Provide Electrical and Mechanical Plans. Electrical plans have been attached to this response letter. Per IBC section 1203.4 there is adequate natural ventilation in the building and the heating system will not be mechanical. Therefore mechanical plans should not be required. Please see attached calculations of natural ventilation.
2. Reclassification of Storage Area. Please refer to the revised plan set. The classification has been changed from S-2 to S-1.
3. Location of Fire Extinguishers. Please refer to the revised plan set. Fire extinguisher location and type have been noted on the floor plans.
4. Stair Rise and Run. Please refer to the revised plan set. Stair rise has been changed to 6¾" and stair run has been changed to 11".
5. Maximum Openings in Guardrails. Please refer to the revised plan set. Guardrails have been added to all stair cases with a maximum opening of 4".
6. Documentation of Adequate Fire Vehicle Access. Please see attached documentation from the Fire Chief regarding the adequacy of the fire vehicle access to the proposed building.
7. Documentation of Adequate Hydrant Access. Please see attached documentation from the Fire Chief regarding the adequacy of fire hydrant access to the proposed building.
8. Listings for Assemblies. Please refer the revised plan set. We have added listings for floor and wall assemblies referencing the IBC, U.S. Gypsum, and UL Standards.

Thank you for this review of our structural plans. Please let me know if you have any additional questions.

Sincerely,

Zack Rininger

Reviewed By: William Nelson

09/05/11

STATE OF ALASKA
49TH
William J. Nelson
CE-5460
Registered Professional Engineer

THE STATE
of ALASKA
GOVERNOR SEAN PARNELL

Department of Public Safety

DIVISION OF FIRE AND LIFE SAFETY
Plan Review Bureau - Anchorage

5700 East Tudor Road
Anchorage, Alaska 99507-1225
Main: 907.269.2004
Fax: 907.269.0098

April 09, 2013

William Nelson
Nelson Engineering
155 Bidarka Street
Kenai, AK 99611

SUBJECT:	Snug Harbor Seafoods Warehouse - Full Plan Review
CITY:	Homer
PLAN REVIEW:	2013Anch1062
TYPE OF CONSTRUCTION:	VB
OCCUPANCY:	B, S-1, R-2

2009 INTERNATIONAL BUILDING AND FIRE CODE

Dear William Nelson:

Plans for the subject facility have been reviewed by this office for conformity with the State Fire Safety Regulations and are hereby approved as submitted. Enclosed is a certificate of approval that must be posted on the premises until completion of the above facility. You are prohibited to occupy this building until construction is completed as approved. Any changes to the approved plans must be submitted to this office for review and approval.

Approval of submitted plans is not approval of omissions or oversights by this office or noncompliance with any applicable regulations of the Municipal Government. The plans have not been reviewed for compliance with the federal Americans with Disabilities Act or structural requirements.

It must be understood that the inclusion of and compliance with State Fire Safety Regulations does not preclude the necessity of compliance with the requirements of local codes and ordinances.

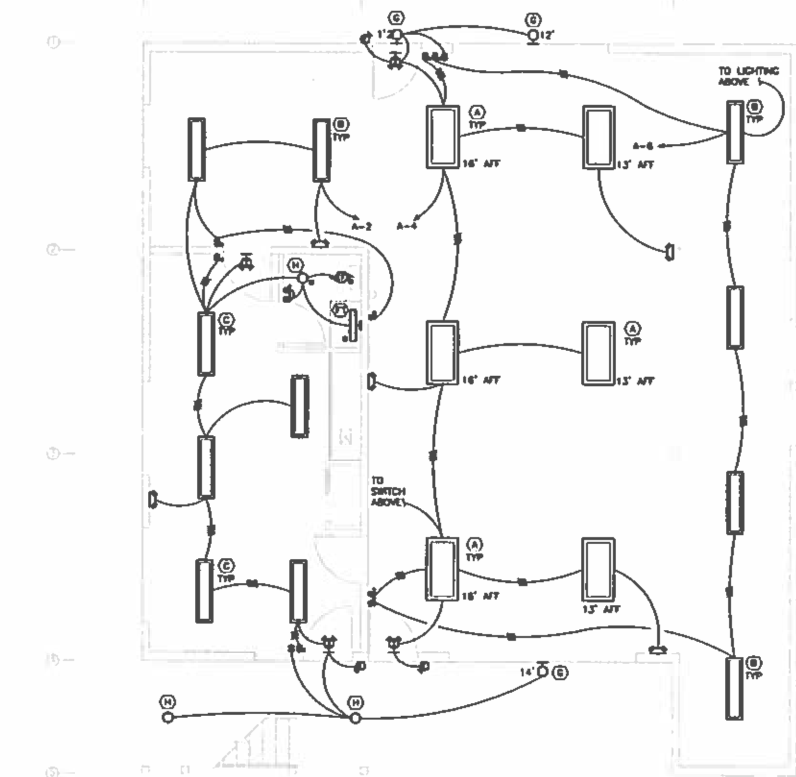
If we can be of further assistance in this matter, please feel free to contact us at the address above.

Sincerely,

Timothy W Fisher

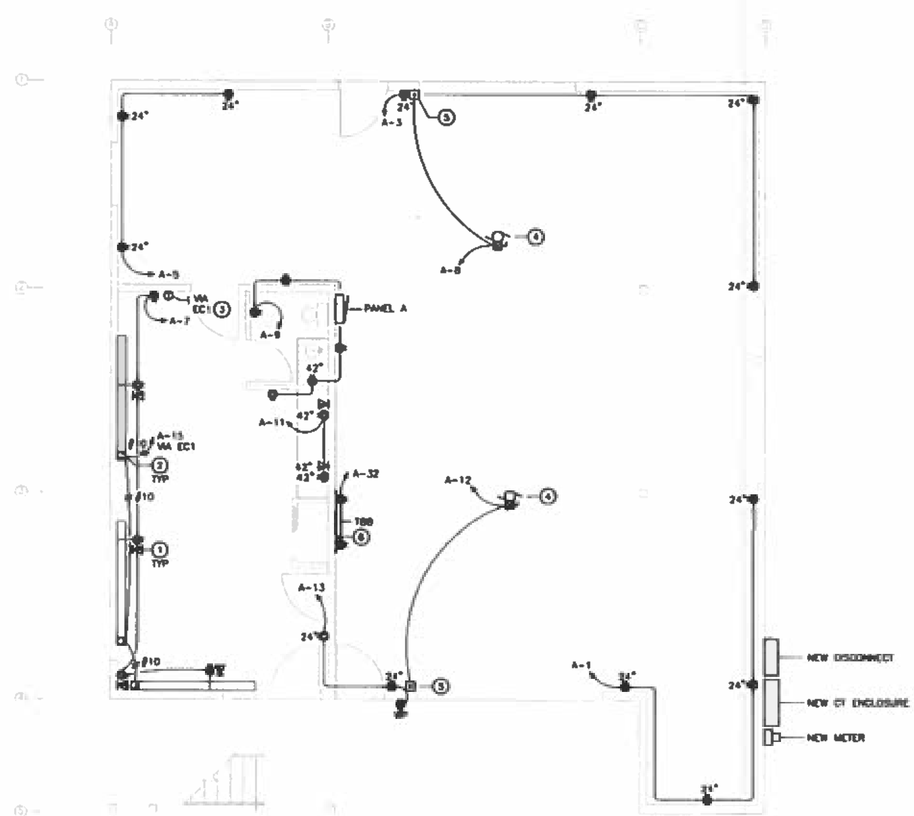
Timothy Fisher
Plans Examiner

Enclosure: Approval Certificate



1 GROUND FLOOR LIGHTING PLAN

SCALE: 1/4" = 1'-0"



2 GROUND FLOOR POWER & SIGNAL PLAN

SCALE: 1/4" = 1'-0"

SHEET NOTES:

1. PROVIDE ROUGH-IN OF 1"C TO WAREHOUSE OPEN ACCESSIBLE CEILINGS FOR TELECOM OUTLETS. PROVIDE HORIZONTAL CABLE SUPPORT WITH J-HOOK OR CABLE TRAY SYSTEM TO TELECOM BACKBOARD. COORDINATE TELECOM OUTLET & CABLE REQUIREMENTS WITH TENANT.
2. ELECTRIC HEAT,1500W,240,1ø (VERIFY). PROVIDE ROUGH-IN FOR ELECTRIC HEATING STRIPS AS SELECTED BY THE OWNER'S REPRESENTATIVE. COORDINATE INSTALLATION WITH OWNER OR SUPPLIER FURNISHED SUBMITTALS AND INSTALLATION INSTRUCTIONS.
3. EC1, 240V,30A,1ø. ELECTRIC HEAT THERMOSTAT CONTROL.
4. GARAGE DOOR MOTOR, 1HP,240V,1ø (VERIFY)
5. GARAGE DOOR PUSH BUTTON SWITCH
6. PROVIDE 2"C MIN. FROM TELEPHONE PEDESTAL TO TELECOM BACK BOARD OR DEMARC FOR TELECOM SERVICE. COORDINATE REQUIREMENTS WITH TELPHONE UTILITY.

HZA
HAY, ZIETLOW & ASSOCIATES, LLC

SUNG HARBOR SEAFOODS
WAREHOUSE @ HOMER SPIT
HOMER ALASKA

Revisions		
No.	Description	Dat

Drawn:

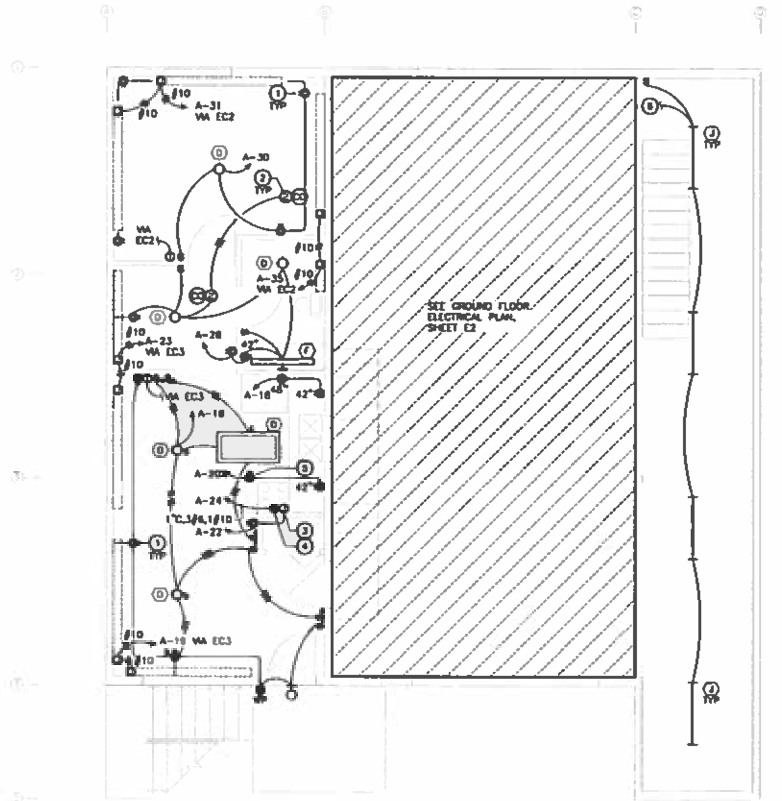
Checked:

Date: 04/02/1

Job No: 2013.028

Sheet Contents: GROUND FLOOR POWER, LIGHTING & SIGNAL PLANS

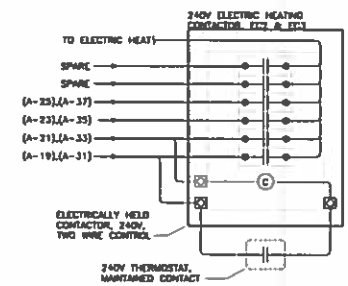
Drawing No. E2



1 SECOND LEVEL POWER & LIGHTING PLAN
SCALE: 1/4" = 1'-0"

SHEET NOTES:

1. PROVIDE TAMPER RESISTANT RECEPTACLES IN DWELLING UNIT
2. PROVIDE SINGLE STATION 120V SMOKE & CO DETECTOR ALARMS W/BATTERY BACK-UP. INTERCONNECT SMOKE & CO ALARMS TO ACTIVATE ALL SMOKE & CO ALARMS IN THE DWELLING UNIT UPON SMOKE OR CO DETECTION.
3. ELECTRIC RANGE, 8000W, NEMA 14-50R
4. RANGE HOOD, FAN & LIGHTS. CONNECT TO CIRCUIT AS SHOWN.
5. MOUNT RECEPTACLE IN CABINET FACE PER NEC.
6. CONNECT TO LIGHTING CIRCUIT A-6.



DETAIL NOTES:

1. NEUTRALS NOT SHOWN FOR CLARITY
2. MOUNT HEATING CONTACTORS NEAR PANEL 'A'

2 HEATING CONTROL DETAIL (EC2 & EC3)
SCALE: NO SCALE

HZA
HAY, ZIETLOW & ASSOCIATES, LLC

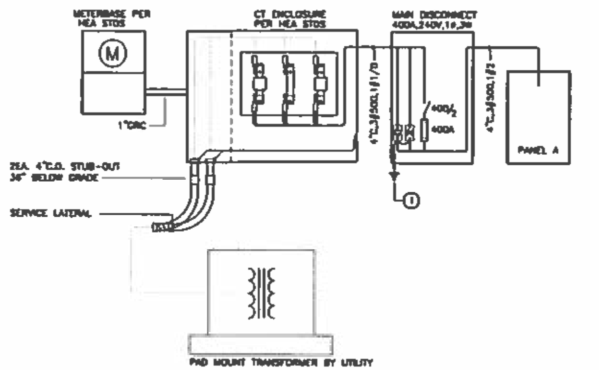
SUNG HARBOR SEAFOODS
WAREHOUSE @ HOMER SPIT
HOMER ALASKA

Revisions		
No.	Description	Date

Drawn:
Checked:
Date: 04/02/1?
Job No: 2013.028

Sheet Contents
2ND LEVEL POWER, LIGHTING & SIGNAL PLAN

Drawing No.
E3



1 E4 ELECTRICAL SINGLE LINE DIAGRAM

SCALE: NTS

DETAIL NOTES

1. #1/0 CU. TO: METAL WATER PIPE, 20FT. OF #4 CU. OR 20FT. OF ½" DIA. STEEL REINFORCING BAR CONDUCTOR ENCASED IN CONCRETE FOUNDATION FOOTER AND BONDED TO REINFORCING BARS & FOUNDATION STEEL. #6 CU. TO TWO ROD ELECTRODES WITH 6' SEPARATION ALONG FOUNDATION.
2. IMMEDIATELY UPON PROJECT NOTICE TO PROCEED, CONTRACTOR IS TO INITIATE AN ELECTRICAL SERVICE APPLICATION WITH HOMER ELECTRIC ASSOCIATION.

PANEL A 120/208V 1PH 3W 400A MLO

CKT	AMP	POLE	LOAD DESCRIPTION	PHASE A VA		PHASE B VA		LOAD DESCRIPTION	POLE	AMP	CKT	
1	20	1	REC-WAREHOUSE	720	875			LTG-OFFICE WAREHOUSE	1	20	2	
3	20	1	REC-WAREHOUSE			720	1015	LTG-WAREHOUSE	1	20	4	
5	20	1	REC-WAREHOUSE	540	715			LTG-WAREHOUSE LOFT	1	20	6	
7	20	1	REC-OFFICE			900	900	GARAGE DOOR OPENER		20	8	
9	20	1	REC-OFFICE	900	900				2		10	
11	20	1	REC-OFFICE			720	900	GARAGE DOOR OPENER		20	12	
13	20	1	REC-OFFICE	540	900				2		14	
15	30		ELECTRIC HEAT			2250	876	LTG-REC-LIVING ROOM	1	20	16	AF
17		2		2250	1500			REC-SMALL APPLIANCE	1	20	18	
19	30		ELECTRIC HEAT			2250	1500	REC-SMALL APPLIANCE	1	20	20	
21		2		2250	510			REC-RANGE HOOD	1	20	22	
23	20		ELECTRIC HEAT			1315	6000	REC-ELECTRIC RANGE		50	24	
25		2		1315	6000				2		26	
27	20		ELECTRIC HEAT			1500	1500	REC-LTG-BATHROOM	1	20	28	AF
29		2		2250	775			REC-LTG-BEDROOM	1	20	30	AF
31	30		ELECTRIC HEAT			2250	720	REC TELECOM	1	20	32	
33		2		2250				SPARE	1	20	34	
35	30		ELECTRIC HEAT			2250		SPARE	1	20	36	
37		2						SPACE	-	-	38	
39	-	-	SPACE					SPACE			40	
41	-	-	SPACE					SPACE	-	-	42	
CONNECTED LOAD (VA)					27 410		33 400	57 000 VA				
CONNECTED LOAD (AMPERES)					229		254	241 A				
DEMAND LOAD (VA)					30 411		33 000	64 299 VA				
DEMAND LOAD (AMPERES)					253		267	268 A				
AMPERE INTERRUPT RATING								10 000 AIC				

AF=ARC-FAULT CIRCUIT INTERRUPTER BREAKER

HZA
HAY, ZIETLOW & ASSOCIATES, LLC

SUNG HARBOR SEAFOODS

WAREHOUSE @ HOMER SPIT
HOMER ALASKA

Revisions		
No.	Description	Date

Drawn:
Checked:
Date: 04/02/13
Job No: 2013.028
Sheet Contents: SINGLE LINE DIAGRAM & PANEL SCHEDULE
Drawing No. E4

From: Martin Weiser <mweiser@crsalaska.com>
Sent: Friday, February 22, 2019 3:26 PM
To: Rachel Friedlander <rfriedlander@ci.homer.ak.us>
Cc: Erica Hollis <ehollis@ci.homer.ak.us>
Subject: RE: Questions regarding CRS application

Sorry for the confusion, it is confirmed that the proper term for the activities we plan to perform in Homer would be, "fish buying station." If you could amend the application to read as such I would appreciate it.

As far as #2 goes, I will have to research that. It was my understanding from Paul Dale that the package I was submitting to you had all the necessary prior approvals. I will let you know if that is something we have and we failed to submit it or if we are going to have to scramble to meet the necessary requirement.

Marty

From: Rachel Friedlander <rfriedlander@ci.homer.ak.us>
Sent: Friday, February 22, 2019 12:48 PM
To: Martin Weiser <mweiser@crsalaska.com>
Cc: Erica Hollis <ehollis@ci.homer.ak.us>
Subject: Questions regarding CRS application

Hi Martin,

A few questions came up while reviewing the application submitted by CRS in 2018, namely:

1) On the first page under "type of business to be placed on the property", you list "seafood manufacturing" but then on the second page under "Development Plan" you list "seafood processing." I've also heard that CRS intends to use the facility/City property for "fish buying" – could you clarify the intended use?

2) On #5 "Health Requirements," you noted "attached prior approval" but I don't seem to have those documents on my end – could you please resubmit those?

Thank you for your prompt response,
Rachel

Rachel Friedlander
Executive Assistant to City Manager Katie Koester
City of Homer

ENTITY DETAILS

Name(s)

Type	Name
Legal Name	COPPER RIVER SEAFOODS, INC.

Entity Type: Business Corporation

Entity #: 57866D

Status: Good Standing

AK Formed Date: 3/7/1996

Duration/Expiration: Perpetual

Home State: ALASKA

Next Biennial Report Due: 1/2/2020

Entity Mailing Address: 1118 E. 5TH AVE., ANCHORAGE, AK 99501

Entity Physical Address: 1118 E. 5TH AVE., ANCHORAGE, AK 99501

Registered Agent

Agent Name: Scott Blake

Registered Mailing Address: 1118 E. 5TH AVE., ANCHORAGE, AK 99501

Registered Physical Address: 1118 E. 5TH AVE., ANCHORAGE, AK 99501

Officials

☐Show Former

AK Entity #	Name	Titles	Owned
	James Stavis	Shareholder	6.30
	Norman Stavis	Director, Shareholder	6.30
	Rich Monroe	Secretary, Treasurer	
	Rodger May	Director, Shareholder	33.20
	Scott Blake	Director, President, Shareholder	54.20

Filed Documents

Date Filed	Type	Filing	Certificate
3/07/1996	Creation Filing	Click to View	

Date Filed	Type	Filing	Certificate
12/04/1997	Biennial Report	Click to View	
1/03/2000	Biennial Report	Click to View	
10/10/2002	Biennial Report	Click to View	
1/22/2004	Amendment	Click to View	
7/01/2004	Agent Change	Click to View	
7/01/2004	Biennial Report	Click to View	
1/13/2006	Biennial Report	Click to View	
1/20/2009	Biennial Report	Click to View	
12/22/2009	Biennial Report	Click to View	
1/02/2012	Biennial Report	Click to View	
1/20/2012	Certificate of Compliance		Click to View
3/28/2012	Certificate of Compliance		Click to View
3/29/2012	Certificate of Compliance		Click to View
3/30/2012	Amendment	Click to View	Click to View
3/29/2013	Certificate of Compliance		Click to View
4/24/2013	Certificate of Compliance		Click to View
11/14/2013	Agent Change	Click to View	
3/03/2014	Biennial Report	Click to View	
3/24/2015	Change of Officials	Click to View	
12/30/2015	Biennial Report	Click to View	
5/02/2016	Certificate of Compliance		Click to View
3/20/2018	Biennial Report	Click to View	

Close Details   Print Friendly Version

City of Homer
www.cityofhomer-ak.gov

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

Memorandum

TO: PORT AND HARBOR ADVISORY COMMISSION

FROM: BRYAN HAWKINS, PORT DIRECTOR

DATE: FEBRUARY 6, 2019

SUBJECT: PROPOSED CHANGE IN TARIFF NO.1 FOR BARGE RAMP USE BY SMALL VESSELS

Re: Homer Harbor's Barge Ramp and the Fleet of Small Landing Craft

Due to the increasing number of small landing craft both private and commercial, I am recommending a change in our Tariff #1 to better capture the use of our barge ramp facility by this fleet and find a consistent approach towards managing an equitable rate for the use.

The barge ramp was designed for the large landing craft to load across and the landing fee and wharfage rates are a fair access fee for this size class of vessel. This becomes clearer when you realize that a single large landing craft loadout may take hours to accomplish and involves a large amount of uplands space for temporary laydown.

In Homer there is a growing number of small landing craft that use the barge ramp and/or sometimes the Load and Launch ramp to load supplies for South side bay residences and water taxi customers. This fleet of small landing craft's use of the ramps are generally short in duration, load a small amount of cargo (comparatively) and the operators have been good about working around the large landing crafts load-outs so as not to interfere with their priority use of the barge ramp facility.

Issue

Applying the same rate to the small landing craft has been difficult for staff to administer effectively due to issues with existing policy as this fleet has grown. Wharfage is a self-report form which works well with our large vessel load-outs because they actually know the tonnage being loading onto their vessels, have fewer landings to track, and can supply the harbor office with the landings and wharfage report at the end of the month for billing. However, the smaller landing craft make frequent runs with small loads making it very difficult for tracking and billing at month end. One complaint I've had is that if they are making multiple runs over the month to a wide customer base across the bay but only get one bill from the harbor at month end it makes it difficult for them to recover the wharfage and landing fees from their customer and they end up shouldering the cost themselves.

The current beach / barge ramp landing fee is $1.50 per foot per landing. The Wharfage for the beach / barge ramp is $5.14 per ton for N.O.S. (not otherwise specified) freight. Harbor officers see the landing occurring and record the event on our Harbor Check Form. Harbor admin staff then bills the landing fee every morning from the day before. The wharfage is self-reported by the vessel every month. The form is completed and sent in with payment.

This current policy for self-reported wharfage works well with our large vessel load–outs because they actually know the tonnage they load onto their vessels and have fewer landings to track. However, the smaller landing crafts make frequent runs with small loads that make it very difficult for them to track.

The proposed change would be to apply a flat rate per landing for vessels under 65' which includes the wharfage instead of the self-reported wharfage form. Operators of these small landing craft will know ahead of time what to charge their customers and be able to build it into their rates.

Proposed Tariff Changes and Code Changes

Create a graduated rate schedule for this increasing use of our facilities by any vessel under 65' including the small landing craft. The fee would apply whether they use the barge ramp, load and launch ramp, or the beach landing. An all-inclusive landing/wharfage fee for this fleet would make us much more relevant to current use and give us a tool we need to consistently charge for this use.

Wharfage fees

0>36' = one ton x $5.14 + landing fee of 1.50 per ft. is applied to their account.

37>50' = two tons x $5.14 + landing fee of 1.50 per ft. is applied to their account.

51>65' = three tons x $5.14 + 1.50 per ft. landing is applied to their account.

Vessels over 65' are required to report and pay for wharfage monthly at tariffed rate.

Priority Use and Access

Any vessel over 65' in length will have priority use of the barge ramp facility and depending on need may be required to schedule use in order to avoid conflicts. All other users must work around the priority vessel use and schedule.

Any vessel going dry on the barge ramp, and thereby causing blockage or restricted access to the ramp, without permission/approval of the harbormaster's office, shall be charged a penalty of $150 per tide cycle.

- Additionally amending City Code 1.16.040 Disposition of scheduled offenses- fine schedule by adding $150 per tide cycle fine for going dry on the barge ramp without prior permission/approval of the harbormaster's office

Load and Launch Ramp

To avoid congestion at the Load and Launch Ramp during peak months, load and launch activities will by prioritized and commercial loading at the load and launch ramp will be restricted to the evening hours of 6pm to 6am from Memorial Day to Labor Day. Commercial loading shall be defined as loading any amount of materials that exceed a total weight of 500 lbs. Any commercial loading, not pre-approved by the harbormaster, that occurs during the hours of 6am – 6pm from Memorial Day to Labor Day will be prohibited and will be charged a penalty of $100 per occurrence.

- Additionally amending City Code 1.16.040 Disposition of scheduled offenses- fine schedule by adding $100 fine for any commercial loading at the load and launch ramp during prohibited hours without prior permission/approval of the harbormaster's office

RECOMMENDATION:

Make a motion in support of the proposed changes to Tariff No. 1 and amendments to the City of Homer's Disposition of scheduled offenses/fine schedule, and recommend that City Council approve the proposed changes.

Port & Harbor Monthly Statistical & Performance Report

For the Month of: **January 2019**

Moorage Sales

	2019	2018
Daily Transient	10	41
Monthly Transient	47	48
Semi-Annual Transient	0	1
Annual Transient	5	8
Annual Reserved	0	1

Grid Usage

1 Unit = 1 Grid Tide Use	2019	2018
Wood Grid	1	3
Steel Grid	1	0

Services & Incidents

	2019	2018
Vessels Towed	1	1
Vessels Moved	0	2
Vessels Pumped	0	2
Vessels Sunk	0	0
Vessel Accidents	1	0
Vessel Impounds	0	0
Equipment Impounds	0	0
Vehicle Impounds	0	0
Property Damage	0	0
Pollution Incident	3	0
Fires Reported/Assists	0	0
EMT Assists	2	0
Police Assists	0	4
Public Assists	6	18
Thefts Reported	0	2

Parking Passes

	2019	2018
Long-term Pass	19	7
Monthly Long-term Pass	0	1
Seasonal Pass	0	0

Crane Hours

	2019	2018
	69.1	58

Stall Wait List

No. on list at Month's End	2019	2018
20' Stall	24	15
24' Stall	36	34
32' Stall	87	60
40' Stall	43	30
50' Stall	23	26
60' Stall	7	5
75' Stall	2	3
Total:	222	173

Docking & Beach/Barge Use

1 Unit = 1 or 1/2 Day Use	2019	2018
Deep Water Dock	1	11
Pioneer Dock	31	28
Beach Landings	0	0
Barge Ramp	7	3

Marine Repair Facility

	2019	2018
Vessels Hauled-Out	0	1
Year to Date Total	0	1

Wharfage (in short tons)

In Tons, Converted from Lb./Gal.	2019	2018
Seafood	0	0
Cargo/Other	806	119
Fuel	7,379	16,160

Ice Sales

	2019	2018
For the Month of January	*	*
* closed for season		
Year to Date Total	0	0

Difference between 2018 YTD and 2019 YTD: 0

U:Office/Stats-Monthly/January 2019

Port & Harbor Water/Sewer Bills

Service Period : January, 2019 — Meter Reading Period: 12/11/18-1/14/19

Meter Address - Location	Acct. #	Meter ID	Service/ Customer Charge	Water Charges	Sewer Charges	Total Charges	Previous Reading	Current Reading	Total Usage (gal)
810 FISH DOCK ROAD - Fish Grinder	1.0277.01	84810129	$6.50	$0.00	$0.00	$6.50	424,400	424,400	-
4244 HOMER SPIT RD - SBH & Ramp 2	1.0290.02	84872363	*Meter removed, new installed with beginning activity- first read in Jan 2019						
4166X HOMER SPIT RD - SBH & Ramp 4	1.0345.01	70291488	$13.00	$0.00	$0.00	$13.00	24,991,800	24,991,800	-
4166 HOMER SPIT RD- SBH Restrooms	1.0346.01	38424734	$13.00	$23.76	$40.32	$77.08	361,500	363,300	1,800
4171 FREIGHT DOCK RD - SBH & Ramp 6	1.0361.01	71145966	$13.00	$0.00	$0.00	$13.00	2,652,900	2,652,900	-
4690C HOMER SPIT RD - Pioneer Dock	1.0262.01	70315360	$13.00	$258.72	$0.00	$271.72	3,536,300	3,555,900	19,600
4690A HOMER SPIT RD - Pioneer Dock	1.0261.01	70315362	$13.00	$42.24	$0.00	$55.24	662,200	665,400	3,200
4666 FREIGHT DOCK RD - Deep Water Dock	1.0357.01	70564043	$13.00	$88.44	$0.00	$101.44	10,193,100	10,199,800	6,700
4448 HOMER SPIT RD - Steel Grid	1.0230.01	80394966	$6.50	$0.00	$0.00	$6.50	-	-	-
795 FISH DOCK ROAD - Fish Dock/Ice Plant	1.0180.01	70291512	$13.00	$215.16	$17.92	$246.08	869,079,300	869,095,600	16,300
4147 FREIGHT DOCK RD - SBH & Ramp 6 Restroom	1.4550.01	70315668	$13.00	$23.76	$40.32	$77.08	211,300	213,100	1,800
4147X FREIGHT DOCK RD - Ramp 6 Fish Cleaning	1.0457.01	80856895	$6.50	$0.00	$0.00	$6.50	377,500	377,500	-
4001 FREIGHT DOCK RD - L&L Ramp Restrooms	10.4550.01	70364713	$13.00	$9.24	$15.68	$37.92	204,200	204,900	700
4667 HOMER SPIT RD L - Port Maintenance	1.0109.01	70257255	$13.00	$23.76	$40.32	$77.08	47,700	49,500	1,800
4667 HOMER SPIT RD - Bldg Near Water Tank	1.0100.02	70315820	$6.50	$0.00	$0.00	$6.50	320,400	320,400	-
4667 FREIGHT DOCK RD - DWD Restroom	1.0495.01	84920900	$13.00	$17.16	$29.12	$59.28	49,300	50,600	1,300
4311 FREIGHT DOCK RD - Port & Harbor Office	5.1020.01	83912984	$13.00	$26.40	$29.00	$68.40	4,000	6,000	2,000
4000 HOMER SPIT RD - Ramp 5 Restroom	5.1250.01	86083228	$13.00	$18.48	$20.30	$51.78	323,800	325,200	1,400
4425 FREIGHT DOCK RD - Sys 5 & Ramp 8	5.1050.01	86094861	$13.00	$297.00	$0.00	$310.00	1,050,200	1,072,700	22,500
					Overall Charges:	$1,485.10		Overall Water Usage:	79,100

Water/Sewer Monthly Comparison CY 2015 to Current	2015		2016		2017		2018		2019	
January	$2,526.35	183,700	$1,216.22	68,800	$2,142.85	122,300	$1,458.89	83,400	$1,485.10	79,100
February	$2,015.14	140,800	$1,891.14	122,500	$1,287.76	59,600	$2,500.97	144,800		
March	$3,339.49	253,700	$2,341.13	162,300	$4,076.62	292,100	$2,271.05	138,300		
April	$4,997.38	467,700	$3,532.78	256,700	$1,726.84	113,100	$2,766.11	272,300		
May	$6,982.27	541,900	$9,770.89	709,300	$7,807.49	413,000	$3,951.58	304,600		
June	$14,116.19	1,134,100	$21,628.74	1,800,700	$14,594.69	1,282,900	$16,995.43	1,349,200		
July	$12,038.01	919,900	$19,490.97	1,583,400	$15,450.93	1,152,500	$18,540.31	1,391,400		
August	$15,033.97	1,197,000	$22,468.25	2,189,100	$12,947.70	1,060,600	$19,055.83	1,449,800		
September	$15,661.07	1,307,300	$19,710.24	1,651,300	$11,419.68	968,000	$16,345.46	1,328,800		
October	$5,445.90	406,300	$8,887.32	708,200	$8,631.96	591,490	$8,965.86	728,200		
November	$1,917.85	106,100	$2,582.53	167,600	$1,852.34	176,000	$2,967.17	195,100		
December	$1,284.30	30,100	$1,154.76	44,900	$1,053.70	68,600	$1,294.53	69,100		
YTD Total	$85,357.92	6,688,600	$114,674.97	9,464,800	$82,992.56	6,300,190	$97,113.19	7,455,000	$1,485.10	79,100

2019 Ice & Crane Report

Date To	Crane Weekly	Crane Month	YTD Crane	Ice Weekly	Ice Month	YTD Ice
1/6/2019	9.3			shut down for maintenance		
1/13/2019	21.4			shut down for maintenance		
1/20/2019	23.3			shut down for maintenance		
1/27/2019	15.1			shut down for maintenance		
Jan Total		69.1	69.1		0	0
2/3/2019	17.7			shut down for maintenance		
2/10/2019	12.3			shut down for maintenance		
2/17/2019	10.3			shut down for maintenance		
2/24/2019				shut down for maintenance		
Feb Total		40.3	109.4		0	0
3/3/2019				shut down for maintenance		
3/10/2019				shut down for maintenance		
3/17/2019					0	
3/24/2019						
3/31/2019						
Mar Total		0	109.4		0	0
4/7/2019						
4/14/2019						
4/21/2019						
4/28/2019						
Apr Total		0	109.4		0	0
5/5/2019						
5/12/2019						
5/19/2019						
5/26/2019						
May Total		0	109.4		0	0
6/2/2019						
6/9/2019						
6/16/2019						
6/23/2019						
6/30/2019						
Jun Total		0	109.4		0	0
7/7/2019						
7/14/2019						
7/21/2019						
7/28/2019						
Jul Total		0	109.4		0	0
8/4/2019						
8/11/2019						
8/18/2019						
8/25/2019						
9/1/2019						
Aug Total		0	109.4		0	0
9/8/2019						
9/15/2019						
9/22/2019						
9/29/2019						
Sep Total		0	109.4		0	0
10/6/2019						
10/13/2019						
10/20/2019						
10/27/2019						
Oct Total		0	109.4		0	0
11/3/2019						
11/10/2019						
11/17/2019						
11/24/2019				shut down for maintenance		
12/1/2019				shut down for maintenance		
Nov Total		0	109.4		0	0
12/8/2019				shut down for maintenance		
12/15/2019				shut down for maintenance		
12/22/2019				shut down for maintenance		
12/31/2019				shut down for maintenance		
Dec Total		0	109.4			

Deep Water Dock 2019

Date	Vessel	LOA	Times	Billed	$ Dock	Srv Chg
1/25	Perseverance	207	1115/1630	Cispri	788.00	52.00
02/21/19				**Year to Date Totals:**	$788.00	$52.00

Pioneer Dock 2019

Date	Vessel	LOA	Times	Billed	$ Dock	Srv Chg
1/9	Kays Pt (Polar Cloud)	328	1930/	Kirby Offshore	1,005.00	52.00
1/10	Kays Pt (Polar Cloud)	328	/0630	Kirby Offshore	1,005.00	
1/17	Bob Franco	120	1230/1500	Olympic Tug	506.00	52.00
02/21/19				**Year to Date Totals:**	**$2,516.00**	**$104.00**

Ferry Landings 2019

	Pioneer Dock	Deep Water Dock
January	21	0
February		0
March		0
April		0
May		0
June		0
July		0
August		0
September		
October		
November		
December		

Pioneer Dock - 2019 Water Usage						
Date	**Vessel**	**Beg. Read**	**End Read**	**Gal.**	**Charged**	**Conx Fee**
1/2	Tustumena	3,536,300	3,549,000	12,700	$ 492.89	$ 102.00
1/9	Polar Cloud	3,549,010	3,555,900	6,890	$ 267.40	$ 102.00
				-		
				-		
				-		
Year to Date Totals:				**19,590**	**$ 760.29**	**$ 204.00**
Notes:						
Washing down dock results in missing begin/end reads						
$194.05 Min Charge						
$102.00 CONX						

Deep Water Dock - 2019 Water Usage						
Date	**Vessel**	**Beg. Read**	**End Read**	**Gal.**	**Charged**	**Conx Fee**
1/3	Bob Franco	10,197,000	10,200,900	3,900	$ 194.05	$ 102.00
1/17	Bob Franco	10,200,900	10,202,600	1,700	$ 194.05	$ 102.00
1/26	Bob Franco	10,203,000	10,205,500	2,500	$ 194.05	$ 102.00
				-		
				-		
				-		
Year to Date Totals:				**-**	**$ 582.15**	**$ 306.00**
Notes:						
Washing down dock results in missing begin/end reads						
$194.05 Min Charge						
$102.00 CONX						

Office of the Mayor
491 East Pioneer Avenue
Homer, Alaska 99603
mayor@ci.homer.ak.us
(p) 907-235-3130
(f) 907-235-3143

City of Homer

www.cityofhomer-ak.gov

Memorandum 19-012

TO: HOMER CITY COUNCIL

FROM: KEN CASTNER, MAYOR

DATE: JANUARY 22, 2019

SUBJECT: REAPPOINTMENT OF MARK ZEISET AND STEVE ZIMMERMAN TO THE PORT & HARBOR ADVISORY COMMISSION

Mark Zeiset and Steve Zimmerman are reappointed to the Port & Harbor Advisory Commission. Their terms will expire February 1, 2022.

RECOMMENDATION:

Confirm the reappointment of Mark Zeiset and Steve Zimmerman to the Port & Harbor Advisory Commission.

City of Homer
www.cityofhomer-ak.gov

Office of the Mayor
491 East Pioneer Avenue
Homer, Alaska 99603
mayor@ci.homer.ak.us
(p) 907-235-3130
(f) 907-235-3143

January 29, 2019

Mark Zeiset
PO Box 2145
Homer, AK 99603

Dear Mark,

Congratulations! Council confirmed/approved your reappointment to the Port and Harbor Advisory Commission during their Regular Meeting of January 28, 2019 via Memorandum 19-012 for a three-year term that will expire February 1, 2022.

Currently on file is your 2018 Public Official Conflict of Interest Disclosure Statement. In October you will be notified to complete the 2019 disclosure statement. Public officials are required to comply with this reporting requirement pursuant to HCC 1.18.043.

Thank you for your willingness to serve the City of Homer on the Port and Harbor Advisory Commission. Let's see what else the future holds in store for us!

Cordially,

Ken Castner

Ken Castner, Mayor

Enc: Memorandum 19-012
Certificate of Re-appointment

Cc: Port and Harbor Advisory Commission

City of Homer

Homer, Alaska

Mayor's Certificate of Reappointment

Greetings

Be It Known That

Mark Zeiset

Has been reappointed to

serve as

"Commissioner"

on the

"Port and Harbor Advisory Commission"

This reappointment is made because of your dedication to the cause of good government, your contributions to your community and your willingness to serve your fellow man.

In Witness whereof I hereunto set my hand this 29th day of January, 2019

Ken Castner, Mayor

Attest:

Melissa Jacobsen, MMC, City Clerk

Office of the City Clerk
491 East Pioneer Avenue
Homer, Alaska 99603
Phone: (907) 235-3130
Fax: (907) 235-3143
clerk@cityofhomer-ak.gov

Advisory Body Application
For Reappointment to Committees, Commissions, Board & Task Forces

The Information provided on this form will provide the basic information to the Mayor and City Council on your interest in serving on the selected Advisory Body. It is considered public and will be included in the City Council meeting packet. This information will be published in the City Directory and within city web pages if you are reappointed by the Mayor and your reappointment is confirmed by the City Council.

APPLICANT INFORMATION

Full Name: Mark A Zeiset Jr

Physical Address Where you Claim Residency: 4646 South Slope Dr Homer

Mailing Address: PO Box 2145 City: Homer State: Ak Zip: 99603

Phone: Email: mark@southcentralradar.com

Cell#: 351-1610 Work #: 235-8008

ADVISORY BODY YOU ARE REQUESTING REAPPOINTMENT TO:

- ☐ ADVISORY PLANNING COMMISSION
- ☐ PARKS, ART, RECREATION & CULTURE ADVISORY COMMISSION
- ☒ PORT & HARBOR ADVISORY COMMISSION
- ☐ ECONOMIC DEVELOPMENT ADVISORY COMMISSION
- ☐ LIBRARY ADVISORY BOARD
- ☐ OTHER – PLEASE INDICATE

CITY OF HOMER PUBLIC OFFICIAL CONFLICT OF INTEREST DISCLOSURE STATEMENT

Do you have a current Public Official Conflict of Interest Disclosure Statement on file with the City Clerk as required by HCC 1.18.043? ☒ Yes ☐ No

PLEASE PROVIDE THE FOLLOWING

Do you fill a seat for a City Resident ☒ or Non Resident ☐

Has your residency changed since your last appointment? ☐ Yes ☒ No

I would like to be reappointed to the Port and Harbor Advisory Body. I feel that I have great input on Port and Harbor issues. I am a business owner and Marine Tradesman that is in the Harbor daily. Also my business is on Port and Harbor leased property. I feel that I have a good insight to the daily happenings in the harbor and I have a personal interest in seeing the Port and Harbor as well as the City of Homer be successful. I love that our Port and Harbor is one of the nicer ones in the state and I want to see our harbor continue to grow and be the best it can be.

Thanks for your consideration

Mark Zeiset

City of Homer
www.cityofhomer-ak.gov

Office of the Mayor
491 East Pioneer Avenue
Homer, Alaska 99603
mayor@ci.homer.ak.us
(p) 907-235-3130
(f) 907-235-3143

Memorandum 19-012

TO: HOMER CITY COUNCIL

FROM: KEN CASTNER, MAYOR

DATE: JANUARY 22, 2019

SUBJECT: REAPPOINTMENT OF MARK ZEISET AND STEVE ZIMMERMAN TO THE PORT & HARBOR ADVISORY COMMISSION

Mark Zeiset and Steve Zimmerman are reappointed to the Port & Harbor Advisory Commission. Their terms will expire February 1, 2022.

RECOMMENDATION:

Confirm the reappointment of Mark Zeiset and Steve Zimmerman to the Port & Harbor Advisory Commission.

City of Homer
www.cityofhomer-ak.gov

Office of the Mayor
491 East Pioneer Avenue
Homer, Alaska 99603
mayor@ci.homer.ak.us
(p) 907-235-3130
(f) 907-235-3143

January 29, 2019

Steve Zimmerman
PO Box 1291
Homer, AK 99603

Dear Steve,

Congratulations! Council confirmed/approved your reappointment to the Port and Harbor Advisory Commission during their Regular Meeting of January 28, 2019 via Memorandum 19-012 for a three-year term that will expire February 1, 2022.

Currently on file is your 2018 Public Official Conflict of Interest Disclosure Statement. In October you will be notified to complete the 2019 disclosure statement. Public officials are required to comply with this reporting requirement pursuant to HCC 1.18.043.

Thank you for your willingness to serve the City of Homer on the Port and Harbor Advisory Commission. Let's see what else the future holds in store for us!

Cordially,

Ken Castner

Ken Castner, Mayor

Enc: Memorandum 19-012
Certificate of Re-appointment

Cc: Port and Harbor Advisory Commission

City of Homer

Homer, Alaska

Mayor's Certificate of Reappointment

Greetings

Be It Known That

Steve Zimmerman

Has been reappointed to

serve as

"Commissioner"

on the

"Port and Harbor Advisory Commission"

This reappointment is made because of your dedication to the cause of good government, your contributions to your community and your willingness to serve your fellow man.

In Witness whereof I hereunto set my hand this 29th day of January, 2019

Ken Castner, Mayor

Attest:

Melissa Jacobsen, MMC, City Clerk

JAN 18 2019 AM09:22 RT

Office of the City Clerk
491 East Pioneer Avenue
Homer, Alaska 99603
Phone: (907) 235-3130
Fax: (907) 235-3143
clerk@cityofhomer-ak.gov

Advisory Body Application

For Reappointment to Committees, Commissions, Board & Task Forces

The Information provided on this form will provide the basic information to the Mayor and City Council on your interest in serving on the selected Advisory Body. It is considered public and will be included in the City Council meeting packet. This information will be published in the City Directory and within city web pages if you are reappointed by the Mayor and your reappointment is confirmed by the City Council.

APPLICANT INFORMATION

Full Name: Steven K. Zimmerman

Physical Address Where you Claim Residency: 925 Jeffery Ave

Mailing Address: PO Box 1291 City: Homer State: AK Zip: 99603

Phone: ____________ Email: skzimm@gmail.com

Cell#: 907 399 3003 Work #: 907 226 3003

ADVISORY BODY YOU ARE REQUESTING REAPPOINTMENT TO:

- ☐ ADVISORY PLANNING COMMISSION
- ☐ PARKS, ART, RECREATION & CULTURE ADVISORY COMMISSION
- ☑ PORT & HARBOR ADVISORY COMMISSION
- ☐ ECONOMIC DEVELOPMENT ADVISORY COMMISSION
- ☐ LIBRARY ADVISORY BOARD
- ☐ OTHER – PLEASE INDICATE ____________

CITY OF HOMER PUBLIC OFFICIAL CONFLICT OF INTEREST DISCLOSURE STATEMENT

Do you have a current Public Official Conflict of Interest Disclosure Statement on file with the City Clerk as required by HCC 1.18.043? ☑ Yes ☐ No

PLEASE PROVIDE THE FOLLOWING

Do you fill a seat for a City Resident ☑ or Non Resident ☐

Has your residency changed since your last appointment? ☐ Yes ☑ No

I would like to remain on the Port and Harbor Commission to help make decisions to keep the port economically viable yet fair and affordable for all users. Having worked around the Harbor for over 40 yea-s, as a fisherman and marine services business owner, I feel I have some insight to help and advise on keeping the port and harbor on an even keel. In my time on the commission I have brought forward some proposals that have worked and some that have been shot down. Over all I feel I have been a positive asset to the commission and look forward to working for the betterment of port and harbor in the future.

Thank you for your consideration,

Steven Zimmerman

2019 HOMER CITY COUNCIL MEETINGS
ADVISORY COMMISSION/ BOARD ATTENDANCE

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

The 2019 meeting dates for City Council is as follows:

January 14, 28	Zimmerman
February 11, 25	Donich
March 11, 26*	Stockburger
April 8, 22	Hartley
May 13, 28*	Hartley
June 10, 24	Carroll
July 22**	Ulmer
August 12, 26	Stockburger
September 9, 23	Donich
October 14, 28	Zeiset
November 25**	Ulmer
December 9, 16****	Zimmerman

City Council's Regular Committee of the Whole Meeting at 5:00 pm to no later than 5:50 pm prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 pm.
*Tuesday meeting due to Memorial Day/Seward's Day.
** There will be no first regular meeting in July or November.
***Council traditional reschedules regular meetings that fall on holidays or high school graduation days, for the following Tuesday.
****Council traditionally cancels the last regular meeting in December and holds the first regular meeting and one to two special meetings as needed. Generally the second special meeting the third week of December will not be held.