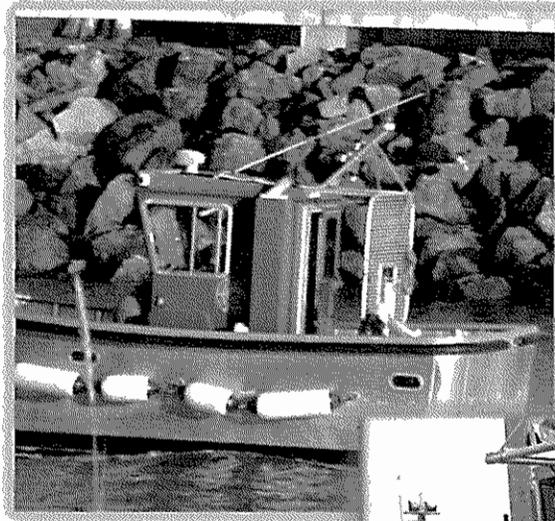


# PORT AND HARBOR ADVISORY COMMISSION



**Regular Meeting**  
**MARCH 23, 2011**  
**Wednesday**  
**5:00 p.m.**



**City Hall Cowles Council Chambers**  
**491 E. Pioneer Avenue**  
**Homer, Alaska 99603**





**NOTICE OF MEETING  
REGULAR MEETING AGENDA**

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA**
- 4. RECONSIDERATION**
- 5. APPROVAL OF MINUTES**
  - A. Regular Meeting Minutes for February 23, 2011 Page 5
- 6. VISITORS**
- 7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS/ BOROUGH REPORTS**
  - A. Port and Harbor Director's Report for March 2011 Page 13
  - B. Lease Committee *(Only if a meeting has occurred will a report be needed.)*
- 8. PUBLIC HEARING**
- 9. PENDING BUSINESS**
  - A. Long Term Parking on the Spit and Fee Parking Recommendations Page 15
  - B. Land Allocation Plan 2011 Recommendations Page 19
- 10. NEW BUSINESS**
- 11. INFORMATIONAL ITEMS**
  - A. Harbormaster's Monthly Statistical Report for February 2011 Page 23
  - B. Weekly Crane and Ice Report Page 25
  - C. Deep Water Dock Report Page 27
  - D. Pioneer Dock Report & Ferry Landings Page 29
  - E. Water Usage Report Page 31
  - F. Lease Expirations as of 02/17/11 Page 35
  - G. 2011 Commissioner Attendance at City Council Meetings Page 37
  - H. Strategic Plan 2011 Page 39
  - I. Ordinance 11-05, Preliminary work on Phase I Deep Water Dock Expansion Project Page 41
  - J. Resolution 11-024, Awarding Contract for Card Reader System to ATS Alaska of Anchorage Page 43
- 12. COMMENTS OF THE AUDIENCE**
- 13. COMMENTS OF THE CITY STAFF**
- 14. COMMENTS OF THE COUNCILMEMBER *(If one is assigned)***
- 15. COMMENTS OF THE CHAIR**
- 16. COMMENTS OF THE COMMISSION**
- 17. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR WEDNESDAY, APRIL 27, 2011 at 5:00 p.m. in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.**



Session 11-02, a Regular Meeting of the Port and Harbor Advisory Commission was called to order at 5:05 p.m. by Chair Cathy Ulmer on February 23, 2011 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONER CARROLL, HOWARD, HARTLEY, HOTTMANN, WEDIN AND ZIMMERMAN

STAFF: HARBORMASTER BRYAN HAWKINS  
DEPUTY CITY CLERK RENEE KRAUSE

### **APPROVAL OF THE AGENDA**

Chair Ulmer requested a motion to approve the agenda.

CARROLL/HOWARD – MOVED TO ACCEPT AS PRESENTED.

There was no discussion

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

### **PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA** *(3 Minute Time Limit)*

Dave VanZant, Resident of Bear Cove, commented on the Long Term Parking issue and shared the following on the proposed long term parking permits and fees:

1. He thought parking fees were included in slip fees allowing you to have a vehicle on top if you rent a slip in the Harbor.
2. A few years ago he noticed the signs allowing 7 day parking maximum and recalled his neighbor asking him to move his car, so there must be a way around this.
3. He also has heard that you get a ticket in the mail for \$10.00 for each day you are parked longer than seven days. Chair Ulmer stated in the packet it is noted as a \$25.00 per day fine. He noted that people like Mark (referring to Commissioner Hottmann) that are driving their cars every day, seven days a week and are moving their vehicles around the Spit everyday taking up just as much space as those that go across the Bay. This is during the peak time, three months or less, when the space is really needed. He would have to pay \$300 to park all year long. Chair Ulmer noted if you have a slip you only pay \$100. Mr. VanZant stated he did not have the information.
4. He noted that apparently there is exclusion if you are handicap, he noted a resident who lives across the bay parks in the first handicap parking space and doesn't pay. He stated that they couldn't crack down on them because they have a powerful lobby.
5. He noted that parking on the other side of the spit has never been a problem before. He said he usually offloads his groceries and parked over in an area near the willows and then saw the sign. The Harbormaster responded that the limit of seven days has been in place since before he started with the City. It has just been the past few years that the Harbor has been strongly encouraged to enforce the parking regulations. He further clarified that the fines were increased this past year from \$10.00 to the \$25.00 per day. He stated that the \$300.00 fee is a suggested but not agreed cost. It has not been approved yet. He further commented that all the long term vehicles on the spit will be permitted. He inquired if Mr. VanZant felt that other residents from across the bay are not going to want to pay for a permit either. He noted that if they make these rules he will have to follow them and they will be required to enforce them. Mr. VanZant commented that the vehicles are subject to theft and if they are going to charge to park they should offer some type of security measures. He suggested offering one day parking in the heavy use tourist area between Happy Face Restaurant and Don Jose's and long term parking outside of that area.

Mako Haggerty, rents a boat slip, he is not a city resident. He apologized for not being fully informed on the issues but he noted that his employee and he have a boat trailer and there is a seven day limit on parking trailers. He would like to be allowed to leave his trailer on the spit. His question was if the permits will apply to the trailers. He noted that they have been going to the barge basin and renting a place there. It works but is not as convenient. He opined that there are two seasons, the summer and the rest of the year. If a parking policy is enforced all year it would be inequitable for most of the year.

There were no additional public comments.

Chair Ulmer thanked them for coming to the meeting and offering their comments.

### **RECONSIDERATION**

There were no items for reconsideration.

### **APPROVAL OF MINUTES**

A. Regular Meeting Minutes for January 26, 2011

Chair Ulmer requested a motion to approve the minutes of January 26, 2011.

HOWARD/HOTTMANN – MOVED THE MINUTES BE APPROVED AS PRESENTED.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

### **VISITORS**

There were no visitors scheduled.

### **STAFF & COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS**

*(Chair set time limit not to exceed 5 minutes)*

A. Port & Harbor Director's Staff Report – February 2011

Harbormaster Hawkins reviewed his report for the commissioners and asked for questions. The following was briefly discussed:

- Reviewing Lease document – revising boilerplate template
- Marine Trades Committee – support the industry, very busy season, last season very profitable, boat yards are full, hard to find someone that has opening for work.
- Lease Committee meeting – Land Allocation Plan recommendations made
- Met with the new Lobbyists hired for the city – they will be lobbying for all the Capital Improvements Projects and the Fish Tax Issue. He spoke at length regarding the tax and where it goes. He noted that more than half the projects on the list are harbor related. He noted that there is movement in Juneau and Petersburg, Alaska is proposing a 75/25 split. Currently the split is 50% State and 50% Borough and City where the fish is processed. Representative Seaton is proposing a bill that changes it to fish landed,

and then shipped out fresh. Since most fish is sent out of state the state takes the entire tax. This will change that. Harbormaster Hawkins is encouraged some changes will result this time.

- He noted the heavy snowfall while he was in Seattle.

Commissioner Carroll commented that this tax is a large number and most fish is processed elsewhere and the loss of Ocean Beauty. Harbormaster Hawkins responded that it is a high number it is estimated that approximately \$800,000.00 and Homer received about \$74,000.00. He then explained that this tax is distributed to the cities affected by the fishing industry. He noted that fish tax paid for the restrooms.

Commissioner Howard requested information on the sinking of the Ivory Queen. Harbormaster Hawkins responded that there was no apparent reason for sinking. There was no indication when personnel made rounds three hours prior to discovery of the vessel hanging by her lines. The alarm could be heard under water.

There was no further discussion.

#### B. Seattle Boat Show

Harbormaster Hawkins noted that the show was well attended. There were many visitors to the booth. Many were planning or interested in information on Southeast Alaska. There were only a few interested in Homer area. He did not feel that this show would be beneficial for them as he was answering more questions in general about Alaska than in Homer. He recommends just providing brochures for them to distribute the next time around. He commented that there will be more visits from these larger vessels, since for the most part the Captain determines the trip.

There was no further discussion.

#### C. Lease Committee

##### 1. Minutes for Special Meeting February 9, 2011 – Land Allocation Plan

Commissioner Zimmerman stated that the Special Meeting held on February 9, 2011 was centered on the Land Allocation Plan. He noted the recommendations that the Committee will be forwarding to Council. He further stated that a lengthy discussion was held regarding locations designated on the Spit for seasonal rentals. It was recommended that the total size and price would be at the discretion of the Harbormaster and City Manager. The Committee further determined that they could designate more space for seasonal rentals once the current location is close to being fully occupied. The committee carried forward the other recommendations from 2010 unless the lots were leased.

Commissioner Wedin inquired about the building that sells nuts next to the El Pescador building and was informed that it is actually on private property.

Commissioner Zimmerman reported there was an in depth discussion by the Committee on leasing the portion of lot TR-1-A to the Wooden Boat Society and it was recommended that the Harbormaster and City Manager needed to designate the portion on the parcel that would be the best location for the proposed use and then issue a request for proposal to the general public. It was determined that they did not want to specify one use such as the Wooden Boat Society. The Committee wanted to see what the request would bring in to the city.

There was no further discussion.

#### **PUBLIC HEARING** (3 minute time limit)

There were no public hearings scheduled.

## **PENDING BUSINESS**

### **A. Long Term Parking on the Spit and Fee Parking**

HOWARD/HARTLEY - MOVED THAT THE PORT AND HARBOR ADVISORY COMMISSION RECOMMEND THAT THE HARBORMASTER PROCEED WITH THE NECESSARY ACTIONS TO IMPLEMENT A LONG TERM PARKING PROGRAM AND SEASONAL FEE PARKING PASS FOR THE FEE PARKING LOTS, IN ACCORDANCE WITH THE HARBORMASTER'S MEMORANDUM TO THE COMMISSION DATED FEBRUARY 15, 2011; WITH THE EXCEPTION THAT THE LONG TERM FEES BE SET AT \$200.00 ANNUALLY, WITH THE FEE BEING DISCOUNTED \$100.00 FOR VESSEL OWNERS THAT PAY ANNUAL MOORAGE IN THE HOMER HARBOR.

Commissioner Howard observed that the recommendations from staff are excellent; staff has been thoughtful in what they have put together; he would propose that they allow staff to bring this to fruition with the exception of how much they would charge for the annual parking fee charged to those who do not have a boat moored in the harbor. He opined that all staff recommendations are appropriate and need to be implemented as part of the program.

Commissioner Hartley commented that if they start enforcing these regulations about parking there are a number of people who would be put in a real jeopardy because \$25.00 per day will add up before you know it. It won't take long to occur \$100 in fines and for people who do have to be out a long time this will alleviate the problem about being parked longer than 7 days.

Commissioner Zimmerman did not feel that fines should go beyond the cost of a permit of \$200.00 plus a fine of \$25.00-50.00 for the headache.

The Harbormaster stated that option was acceptable with the \$50.00 additional fee for processing. He then spoke about parking trailers in response to a question from Commissioner Wedin. He noted that the tariff allows for winter storage of trailers but there is no storage of boats. He believes that this would be a business opportunity to lease a lot for trailer storage. He did acknowledge that the city could provide this with a card reader system, pay station and security. He commented that it would be a good business opportunity for someone preferable to the City. He did not have the current rate for winter storage trailer, but the season was October through April.

Commissioner Zimmerman mentioned of the necessity of having cash in your pocket and would like to see the use and promotion of a coupon book where parking coupons could be offered for a discounted price to encourage their use.

Commissioner Howard like the idea of a coupon booklet but it would need some research done to determine the number of coupons to include in this book and what the pricing should be to make it lucrative for the city to implement plus appealing to the end user. He recommended directing staff to look into this option.

There was further clarification regarding the motion covered all recommendations in the memorandum from the Harbormaster including the fee for the pay parking lots. That this was a separate annual fee of \$250.00 to park in a pay parking lot.

ZIMMERMAN/WEDIN – MOVED TO AMEND THE MOTION TO INCLUDE DIRECTING STAFF TO CREATE A COUPON BOOK CONTAINING FIVE COUPONS WITH THE AMOUNT TO BE DETERMINED BY THE HARBORMASTER.

There was no further discussion.

VOTE. (Amendment) YES. HOTTMANN, ZIMMERMAN, HARTLEY, HOWARD, ULMER, WEDIN, CARROLL.

Motion carried.

Commissioner Carroll requested further clarification on the issue of parking on the entire spit. He would be abstaining from voting on this motion.

Harbormaster Hawkins stated that there will be long term parking, free of charge, for seven continuous 24 hour periods. On the eighth day there is a requirement to purchase a permit or remove the vehicle from the Spit. He noted that there is no place that he is aware of where you can park for free on or near a harbor. He further clarified that what the staff has been up against is someone parking a vehicle on the spit and then they relocate the vehicle on the spit for another seven days, etc. The staff would spend time chasing this vehicle around the spit and what the owners intent was to effectively "store" the vehicle on the spit which is not allowed. He also noted that the pay parking lot between the Harbor Office and Salty Dawg is full of long term vehicles. There were only four spaces that opened up last season. Harbormaster Hawkins noted that this will be enforced year round, and noted that the permits issued will be transferable.

VOTE. YES. WEDIN, ULMER, HOWARD, HARTLEY, ZIMMERMAN, HOTTMANN.

VOTE. ABSTAIN. CARROLL.

Motion carried.

- B. Barge Beach Improvements
  - 1. Beach Use Agreement

Harbormaster Hawkins noted that this information was included in the packet in response to concerns expressed by the Commissioners during the last meeting. This was in response to the concern on liability, fees, and what can and cannot be performed on the beach. The Harbormaster noted that there will be two engineers visiting on Friday to assist in coming up with some numbers for the vessel mooring loading facility between the barge ramp and Petro Marine fuel dock plus a few other projects in the Harbor.

There was no further discussion.

- C. Credit Card User Fee, Discount - Status

Harbormaster Hawkins explained that the Finance Department is currently in the process of negotiations with a new company to provide credit card services for a lesser fee. The savings is estimated at half the current costs. So stay tune there will be more to come.

Commissioner Wedin stated at the last meeting he was tasked with looking into how the borough is handling the processing of credit card transactions. The provider is called Linked to Gov. He noted that it is a third party service that is website based. There would be no "point of sales swiping" for this service, it is internet based. The Harbor would be required to set up a terminal that the public could access and sign up. The customers log in and enter information on the website. He noted that there are many government entities using this provider; the Federal Government, Kenai Borough and Juneau. That explains how they can charge the 3% fee.

There was no further discussion.

**NEW BUSINESS**

- A. Land Allocation Plan 2011
1. 2010 Memorandum to Council on LAP Recommendations
  2. Memorandum on Joint Worksession with City Council

Deputy City Clerk Krause explained to the Commissioners the process and reason behind the Land Allocation Plan. She explained that Planning Technician Engebretsen in Planning Department works on this document. There will be a joint worksession with Council on the document at 4:00 p.m. on March 29, 2011.

Harbormaster Hawkins referenced the motion made by the Lease Committee on their recommendation. He then noted the colored map included in the packet, the red colored lots were offered for lease and best thing would be to verify those recommendations from the Lease Committee. Their recommendation was Lots 4 through 11 on the thirty acres; Lots 19 and 20; a portion of Lot 13B, 9A, and 10A; Lot 12A is for Kiosk Businesses Seasonal Rentals and a 10,000 square foot portion of Lot TR-1-A are issued for lease, the specific area to be determined by the Harbormaster and City Manager.

Harbormaster Hawkins stated that the Commissioners can pull all this together and recommend leasing these out in response to a request from Chair Ulmer on what staff would like to see done. A brief discussion on clarification of the area requested by the Wooden Boat Society; the area to be used for Kiosk businesses as seasonal rentals ensued.

ZIMMERMAN/HOWARD - MOVED TO RECOMMEND CITY COUNCIL INCLUDE FOR LEASE LOTS 4-12, 19-20, AND PORTIONS OF LOTS 12A, 13B, 9A AND 10A FOR THE 2011 SEASON.

There was a brief discussion on the location and difference between lots 12a and 12. It was noted that the Chip Pad was lot 12. Commissioner Howard requested clarification on applying a designation, such as parking/storage lots, to select parcels and when would this be done. Harbormaster Hawkins explained that this could be recommended at the worksession on the land allocation with City Council. Council would be the deciding party on if they wanted to include that designation for the suggested uses of those parcels.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENSUS.

Motion carried.

Commissioner Carroll departed the meeting at 6:15 p.m.

ZIMMERMAN/HARTLEY - MOVED TO RECOMMEND THE CITY PLANNER, HARBORMASTER AND CITY MANAGER DESIGNATE AND DEFINE A 10,000 SQUARE FOOT PORTION OF LOT TR-1-A FOR THE PURPOSE OF OFFERING A REQUEST FOR PROPOSAL.

Commissioner Howard requested clarification on the details of the request for proposal for this lot. Harbormaster Hawkins provided background history on why this is being offered for lease. Briefly, the Wooden Boat Society was requesting a space on the Spit to establish a facility and enter into a long term, 30 year lease where they would construct a building and facilities to hold their annual festival. The need to define the best area on this parcel was discussed.

VOTE. YES. HOTTMANN, ZIMMERMAN, HARTLEY, HOWARD, ULMER, WEDIN.

Motion carried.

Commissioner Zimmerman inquired if it was appropriate for this commission to express a recommendation supporting the seasonal rental for kiosk businesses on lot 12A. He further stated that a rate was not set and it was left at the discretion of the Harbormaster to determine based on fair market value.

ZIMMERMAN/HOWARD – MOVED TO SUPPORT A RECOMMENDATION THAT CITY COUNCIL DESIGNATE A PORTION OF LOT 12 A, NO CLOSER THAN 150 FEET TO RAMP FIVE AND UP TO FREIGHTDOCK ROAD BE MADE AVAILABLE FOR RENT TO INTINERANT MERCHANTS FOR A FLAT RATE, WITH THE SQUARE FOOTAGE AND LOCATION TO BE DETERMINED BY THE HARBORMASTER OR CITY MANAGER.

There was no further discussion.

VOTE. YES. HOTTMANN, ZIMMERMAN, HARTLEY, HOWARD, ULMER, WEDIN.

Motion carried.

There was no further discussion.

Chair Ulmer encouraged the Commission attend the planned worksession with Council on the Land Allocation Plan.

#### **INFORMATIONAL MATERIALS**

- A. Harbormaster's Monthly Statistical Report for January 2011
- B. Weekly Crane & Ice Report
- C. Deep Water Dock Report
- D. Pioneer Dock Report & Ferry Landings
- E. Water Usage Report
- F. Lease Expirations as of 02/17/11
- G. 2011 Commissioner Attendance at City Council Meetings
- H. Strategic Plan 2011
- I. News article from the Oregonian, February 1, 2011 Derelict Barge's Oil Fouls Columbia River

There were brief comments on the higher number of assists performed and the article on derelict vessels and how well the staff has been dealing with our own derelict vessels.

Deputy City Clerk Krause commented on the status of the lease expirations noting that Bruin Bay is soon to expire and asked if Pier One has submitted anything regarding renewal of their lease. Harbormaster Hawkins noted that they have not received anything from them and will just give them a call. He noted that Bruin Bay will be out soon.

#### **COMMENTS OF THE AUDIENCE**

Mako Haggerty commented on the paid parking at the head of the ramps. He as a vendor has made it a point to keep a supply of parking envelopes on hand to give to visitors. He also noted that more clear instructions on where and what fee is to be paid was required. He also questioned if long term parking permits would be allowed to park in the spaces close to the top of the ramps. Commissioners stated that it would not be allowed. He specified that it has actually worked out well which he did not think it would in the first place. He noted that most of his customers access the available spaces in the paid parking lot and it has actually turned out for the best.

#### **COMMENTS OF THE CITY STAFF**

Harbormaster Hawkins stated that they did not discuss the issue of handicap parking places within the paid parking lots, initially these were set up fee free however, there have been increased abuses so he would like a recommendation or support from the commission to support charging a fee. The Commissioners entertained discussion on charging fees for parking in the designated handicap parking spaces. It was agreed by consensus to support charging a fee to park whether handicap or not. It was noted that there are spaces in each lot for load and go. There is no charge to park, load your vehicle then leave. The Harbormaster related his experience down in Seattle when he had to pay to park driving into the lot, getting out of his vehicle and locking it, crossing a busy street to get his ticket then cross back over the busy street to his vehicle, unlock, hang tag, relock and proceed on his task.

Harbormaster Hawkins read a letter received from Greg and Sandy Christian, residents of Little Tutka Bay regarding parking on the spit.

**COMMENTS OF THE COUNCILMEMBER** *(If one has been assigned)*

None.

**COMMENTS OF THE CHAIR**

Chair Ulmer welcomed Commissioner Howard. She thanked Commissioner Zimmerman for filling in last month in her absence. She noted it was a good meeting, lots covered.

**COMMENTS OF THE COMMISSION**

Commissioner Wedin expressed thanks the staff and Commissioner Zimmerman for attending the Lease Committee meetings so he did not have to.

Commissioner Howard commented great meeting.

Commissioner Hartley is glad that they have solved the parking issues.

Commissioner Zimmerman had no comments.

Commissioner Hottmann commented it was a great meeting and his chair needed some WD40 applied.

The commission thanked Mr. Haggerty for attending the meeting and staying for the duration.

**ADJOURN**

There being no more business to come before the Commission the meeting was adjourned by Vice Chair Zimmerman at 6:55 p.m. The next regular meeting is scheduled for March 23, 2011 at 5:00 p.m. in the City Hall Cowles Council Chambers.

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RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

Approved: \_\_\_\_\_



# City of Homer

## Port / Harbor

4350 Homer Spit Road  
Homer, Alaska 99603-8005

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Web Site <http://port.ci.homer.ak.us>

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### PORT & HARBOR STAFF REPORT

By Bryan Hawkins, Port Director/Harbormaster  
Prepared for the March 23, 2011 Port & Harbor Commission Meeting

March 16, 2011

#### 1. Administration

Staff met with:

- PN&D Engineering & Carey Meyer – Harbor Facility Improvements
- Siemens – Teleconference regarding Energy Audit
- City Manager & Carey Meyer – Siemens Energy Audit
- Harbor Staff – Scheduled FSP Drill
- District 17 USCG – Mass Rescue Operations Meeting
- Brenda Dale, Snug Harbor & City Manager – New Snug Harbor Lease
- ADOT – Meeting in Anchorage regarding East Harbor Technical Report
- Kimberly Nielsen, URS Engineering – Harbor Facility Improvements

Dana Harrington has been hired as our new Administrative Clerk. She previously worked in the Harbormaster's Office for two and a half years as Administrative Secretary.

#### 2. Operations

The small boat harbor experienced a significant increase in activity as March transitioned from winter to spring. Most notable are the departure of the Sitka herring fleet and the mobilization of the local halibut vessels. The Cook Inlet state waters P-cod fishery has been robust with many vessels delivering fully loaded. The harbor received its first influx of recreational sport fishing vessels arriving in anticipation of the Winter King Salmon Derby scheduled for Saturday, March 19<sup>th</sup>. Several local landing crafts and research vessels have mobilized and are participating in a Cook Inlet oil field exploration contract conducted by Fairweather Marine.

- Improvements to the harbor tug's hydraulics, fire fighting pump, and man overboard retrieval system were completed on March 7<sup>th</sup>.
- 12 new harbor dock carts, constructed by the Port Maintenance crew, have been placed on the float system for public use.
- Job postings for the six harbor assistant positions have been advertised.
- Harbor officers assisted a salvage crew raise and remove a sunken 40' charter vessel from the small boat harbor on February 18<sup>th</sup>.
- Operations staff assisted a man suffering from a broken collar bone, free him from an entangled dog sled team, and transported him to the hospital.
- Crowley Maritime's Tug Sea Prince and Barge 360 utilized the Deep Water Dock for four days of repairs.
- Operations staff responded to a 5 gallon diesel spill on B float on March 11<sup>th</sup>.
- Approximately 60 vessels continue to participate in the winter metered power program. This program will be ending April 15<sup>th</sup>.

#### 3. Other

- Stall Wait List renewals have been sent to current applicants on the list. Deadline for renewal is May 2, 2011.
- The Ice Plant had a smooth start-up and was open for business March 10<sup>th</sup> in time for the beginning of halibut season.
- The RFP for the Crane Card Access System Upgrade was awarded to ATS Alaska of Anchorage, Alaska.



# Office of the City Clerk

Jo Johnson, CMC, City Clerk

Melissa Jacobsen, CMC, Deputy City Clerk II  
Renee Krause, CMC, Deputy City Clerk I



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## MEMORANDUM

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**TO:** PORT AND HARBOR ADVISORY COMMISSION  
**FROM:** RENEE KRAUSE, CMC, DEPUTY CITY CLERK I  
**DATE:** March 17, 2011  
**RE:** LONG TERM PARKING ON THE SPIT

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Due to term expirations of a few commissioners that were overlooked I will need the Commission to remake the motions and recommendations to council on the issues around Long Term Parking on the Spit at the last regular meeting.

Each motion must be made separately and roll call vote will be made to record each commissioner's vote.

The following are the motions made at the February 23, 2011 Regular Meeting:

MOVE THAT THE PORT AND HARBOR ADVISORY COMMISSION RECOMMEND THAT THE HARBORMASTER PROCEED WITH THE NECESSARY ACTIONS TO IMPLEMENT A LONG TERM PARKING PROGRAM AND SEASONAL FEE PARKING PASS FOR THE FEE PARKING LOTS, IN ACCORDANCE WITH THE HARBORMASTER'S MEMORANDUM TO THE COMMISSION DATED FEBRUARY 15, 2011; WITH THE EXCEPTION THAT THE LONG TERM FEES BE SET AT \$200.00 ANNUALLY, WITH THE FEE BEING DISCOUNTED \$100.00 FOR VESSEL OWNERS THAT PAY ANNUAL MOORAGE IN THE HOMER HARBOR.

MOVE TO AMEND THE MOTION TO INCLUDE DIRECTING STAFF TO CREATE A COUPON BOOK CONTAINING FIVE COUPONS WITH THE AMOUNT TO BE DETERMINED BY THE HARBORMASTER.

### Recommendation

Remake the motions to on the recommendations made at the February 23, 2011 regular meeting.



There were no public hearings scheduled.

## **PENDING BUSINESS**

### **A. Long Term Parking on the Spit and Fee Parking**

HOWARD/HARTLEY - MOVED THAT THE PORT AND HARBOR ADVISORY COMMISSION RECOMMEND THAT THE HARBORMASTER PROCEED WITH THE NECESSARY ACTIONS TO IMPLEMENT A LONG TERM PARKING PROGRAM AND SEASONAL FEE PARKING PASS FOR THE FEE PARKING LOTS, IN ACCORDANCE WITH THE HARBORMASTER'S MEMORANDUM TO THE COMMISSION DATED FEBRUARY 15, 2011; WITH THE EXCEPTION THAT THE LONG TERM FEES BE SET AT \$200.00 ANNUALLY, WITH THE FEE BEING DISCOUNTED \$100.00 FOR VESSEL OWNERS THAT PAY ANNUAL MOORAGE IN THE HOMER HARBOR.

Commissioner Howard observed that the recommendations from staff are excellent; staff has been thoughtful in what they have put together; he would propose that they allow staff to bring this to fruition with the exception of how much they would charge for the annual parking fee charged to those who do not have a boat moored in the harbor. He opined that all staff recommendations are appropriate and need to be implemented as part of the program.

Commissioner Hartley commented that if they start enforcing these regulations about parking there are a number of people who would be put in a real jeopardy because \$25.00 per day will add up before you know it. It won't take long to occur \$100 in fines and for people who do have to be out a long time this will alleviate the problem about being parked longer than 7 days.

Commissioner Zimmerman did not feel that fines should go beyond the cost of a permit of \$200.00 plus a fine of \$25.00-50.00 for the headache.

The Harbormaster stated that option was acceptable with the \$50.00 additional fee for processing. He then spoke about parking trailers in response to a question from Commissioner Wedin. He noted that the tariff allows for winter storage of trailers but there is no storage of boats. He believes that this would be a business opportunity to lease a lot for trailer storage. He did acknowledge that the city could provide this with a card reader system, pay station and security. He commented that it would be a good business opportunity for someone preferable to the City. He did not have the current rate for winter storage trailer, but the season was October through April.

Commissioner Zimmerman mentioned of the necessity of having cash in your pocket and would like to see the use and promotion of a coupon book where parking coupons could be offered for a discounted price to encourage their use.

Commissioner Howard like the idea of a coupon booklet but it would need some research done to determine the number of coupons to include in this book and what the pricing should be to make it lucrative for the city to implement plus appealing to the end user. He recommended directing staff to look into this option.

There was further clarification regarding the motion covered all recommendations in the memorandum from the Harbormaster including the fee for the pay parking lots. That this was a separate annual fee of \$250.00 to park in a pay parking lot.

ZIMMERMAN/WEDIN – MOVED TO AMEND THE MOTION TO INCLUDE DIRECTING STAFF TO CREATE A COUPON BOOK CONTAINING FIVE COUPONS WITH THE AMOUNT TO BE DETERMINED BY THE HARBORMASTER.

There was no further discussion.

VOTE. (Amendment) YES. HOTTMANN, ZIMMERMAN, HARTLEY, HOWARD, ULMER, WEDIN, CARROLL.

Motion carried.

Commissioner Carroll requested further clarification on the issue of parking on the entire spit. He would be abstaining from voting on this motion.

Harbormaster Hawkins stated that there will be long term parking, free of charge, for seven continuous 24 hour periods. On the eighth day there is a requirement to purchase a permit or remove the vehicle from the Spit. He noted that there is no place that he is aware of where you can park for free on or near a harbor. He further clarified that what the staff has been up against is someone parking a vehicle on the spit and then they relocate the vehicle on the spit for another seven days, etc. The staff would spend time chasing this vehicle around the spit and what the owners intent was to effectively "store" the vehicle on the spit which is not allowed. He also noted that the pay parking lot between the Harbor Office and Salty Dawg is full of long term vehicles. There were only four spaces that opened up last season. Harbormaster Hawkins noted that this will be enforced year round, and noted that the permits issued will be transferable.

VOTE. YES. WEDIN, ULMER, HOWARD, HARTLEY, ZIMMERMAN, HOTTMANN.

VOTE. ABSTAIN. CARROLL.

Motion carried.

B. Barge Beach Improvements  
1. Beach Use Agreement

Harbormaster Hawkins noted that this information was included in the packet in response to concerns expressed by the Commissioners during the last meeting. This was in response to the concern on liability, fees, and what can and cannot be performed on the beach. The Harbormaster noted that there will be two engineers visiting on Friday to assist in coming up with some numbers for the vessel mooring loading facility between the barge ramp and Petro Marine fuel dock plus a few other projects in the Harbor.

There was no further discussion.

C. Credit Card User Fee, Discount - Status

Harbormaster Hawkins explained that the Finance Department is currently in the process of negotiations with a new company to provide credit card services for a lesser fee. The savings is estimated at half the current costs. So stay tune there will be more to come.

Commissioner Wedin stated at the last meeting he was tasked with looking into how the borough is handling the processing of credit card transactions. The provider is called Linked to Gov. He noted that it is a third party service that is website based. There would be no "point of sales swiping" for this service, it is internet based. The Harbor would be required to set up a terminal that the public could access and sign up. The customers log in and enter information on the website. He noted that there are many government entities using this provider; the Federal Government, Kenai Borough and Juneau. That explains how they can charge the 3% fee.

There was no further discussion.

# Office of the City Clerk

Jo Johnson, CMC, City Clerk

Melissa Jacobsen, CMC, Deputy City Clerk II  
Renee Krause, CMC, Deputy City Clerk I



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## MEMORANDUM

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**TO:** PORT AND HARBOR ADVISORY COMMISSION  
**FROM:** RENEE KRAUSE, CMC, DEPUTY CITY CLERK I  
**DATE:** March 17, 2011  
**RE:** LAND ALLOCATION PLAN 2011

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Due to term expirations of a few commissioners that were overlooked I will need the Commission to remake the motions and recommendations to council on the 2011 Land Allocation Plan at the last regular meeting. Each motion must be made separately and roll call vote will be made to record each commissioner's vote.

These recommendations will not be timely for inclusion in the next council packet. The Vice Chair or another appointed commissioner will have to submit the Port and Harbor Advisory Commission's recommendations at the scheduled worksession on Tuesday, March 29, 2011 at 4:00 p.m. to be considered by Council.

The following are the motions made at the February 23, 2011 Regular Meeting:

MOVED TO RECOMMEND CITY COUNCIL INCLUDE FOR LEASE LOTS 4-12, 19-20, AND PORTIONS OF LOTS 12A, 13B, 9A AND 10A FOR THE 2011 SEASON.

MOVED TO RECOMMEND THE CITY PLANNER, HARBORMASTER AND CITY MANAGER DESIGNATE AND DEFINE A 10,000 SQUARE FOOT PORTION OF LOT TR-1-A FOR THE PURPOSE OF OFFERING A REQUEST FOR PROPOSAL.

MOVED TO SUPPORT A RECOMMENDATION THAT CITY COUNCIL DESIGNATE A PORTION OF LOT 12 A, NO CLOSER THAN 150 FEET TO RAMP FIVE AND UP TO FREIGHTDOCK ROAD BE MADE AVAILABLE FOR RENT TO INTINERANT MERCHANTS FOR A FLAT RATE, WITH THE SQUARE FOOTAGE AND LOCATION TO BE DETERMINED BY THE HARBORMASTER OR CITY MANAGER.

**Recommendation**

Remake the motions to on the recommendations made at the February 23, 2011 regular meeting and have Vice Chair Zimmerman submit these recommendations at the Joint Worksession or appoint alternate commissioner to speak on the commission's behalf.

**NEW BUSINESS**

- A. Land Allocation Plan 2011
1. 2010 Memorandum to Council on LAP Recommendations
  2. Memorandum on Joint Worksession with City Council

Deputy City Clerk Krause explained to the Commissioners the process and reason behind the Land Allocation Plan. She explained that Planning Technician Engebretsen in Planning Department works on this document. There will be a joint worksession with Council on the document at 4:00 p.m. on March 29, 2011.

Harbormaster Hawkins referenced the motion made by the Lease Committee on their recommendation. He then noted the colored map included in the packet, the red colored lots were offered for lease and best thing would be to verify those recommendations from the Lease Committee. Their recommendation was Lots 4 through 11 on the thirty acres; Lots 19 and 20; a portion of Lot 13B, 9A, and 10A; Lot 12A is for Kiosk Businesses Seasonal Rentals and a 10,000 square foot portion of Lot TR-1-A are issued for lease, the specific area to be determined by the Harbormaster and City Manager.

Harbormaster Hawkins stated that the Commissioners can pull all this together and recommend leasing these out in response to a request from Chair Ulmer on what staff would like to see done. A brief discussion on clarification of the area requested by the Wooden Boat Society; the area to be used for Kiosk businesses as seasonal rentals ensued.

ZIMMERMAN/HOWARD - MOVED TO RECOMMEND CITY COUNCIL INCLUDE FOR LEASE LOTS 4-12, 19-20, AND PORTIONS OF LOTS 12A, 13B, 9A AND 10A FOR THE 2011 SEASON.

There was a brief discussion on the location and difference between lots 12a and 12. It was noted that the Chip Pad was lot 12. Commissioner Howard requested clarification on applying a designation, such as parking/storage lots, to select parcels and when would this be done. Harbormaster Hawkins explained that this could be recommended at the worksession on the land allocation with City Council. Council would be the deciding party on if they wanted to include that designation for the suggested uses of those parcels.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENSUS.

Motion carried.

Commissioner Carroll departed the meeting at 6:15 p.m.

ZIMMERMAN/HARTLEY - MOVED TO RECOMMEND THE CITY PLANNER, HARBORMASTER AND CITY MANAGER DESIGNATE AND DEFINE A 10,000 SQUARE FOOT PORTION OF LOT TR-1-A FOR THE PURPOSE OF OFFERING A REQUEST FOR PROPOSAL.

Commissioner Howard requested clarification on the details of the request for proposal for this lot. Harbormaster Hawkins provided background history on why this is being offered for lease. Briefly, the Wooden Boat Society was requesting a space on the Spit to establish a facility and enter into a long term, 30 year lease where they would construct a building and facilities to hold their annual festival. The need to define the best area on this parcel was discussed.

VOTE. YES. HOTTMANN, ZIMMERMAN, HARTLEY, HOWARD, ULMER, WEDIN.

Motion carried.

Commissioner Zimmerman inquired if it was appropriate for this commission to express a recommendation supporting the seasonal rental for kiosk businesses on lot 12A. He further stated that a rate was not set and it was left at the discretion of the Harbormaster to determine based on fair market value.

ZIMMERMAN/HOWARD – MOVED TO SUPPORT A RECOMMENDATION THAT CITY COUNCIL DESIGNATE A PORTION OF LOT 12 A, NO CLOSER THAN 150 FEET TO RAMP FIVE AND UP TO FREIGHTDOCK ROAD BE MADE AVAILABLE FOR RENT TO INTINERANT MERCHANTS FOR A FLAT RATE, WITH THE SQUARE FOOTAGE AND LOCATION TO BE DETERMINED BY THE HARBORMASTER OR CITY MANAGER.

There was no further discussion.

VOTE. YES. HOTTMANN, ZIMMERMAN, HARTLEY, HOWARD, ULMER, WEDIN.

Motion carried.

There was no further discussion.

Chair Ulmer encouraged the Commission attend the planned worksession with Council on the Land Allocation Plan.

#### **INFORMATIONAL MATERIALS**

- A. Harbormaster's Monthly Statistical Report for January 2011
- B. Weekly Crane & Ice Report
- C. Deep Water Dock Report
- D. Pioneer Dock Report & Ferry Landings
- E. Water Usage Report
- F. Lease Expirations as of 02/17/11
- G. 2011 Commissioner Attendance at City Council Meetings
- H. Strategic Plan 2011
- I. News article from the Oregonian, February 1, 2011 Derelict Barge's Oil Fouls Columbia River

There were brief comments on the higher number of assists performed and the article on derelict vessels and how well the staff has been dealing with our own derelict vessels.

Deputy City Clerk Krause commented on the status of the lease expirations noting that Bruin Bay is soon to expire and asked if Pier One has submitted anything regarding renewal of their lease. Harbormaster Hawkins noted that they have not received anything from them and will just give them a call. He noted that Bruin Bay will be out soon.

#### **COMMENTS OF THE AUDIENCE**

Mako Haggerty commented on the paid parking at the head of the ramps. He as a vendor has made it a point to keep a supply of parking envelopes on hand to give to visitors. He also noted that more clear instructions on where and what fee is to be paid was required. He also questioned if long term parking permits would be allowed to park in the spaces close to the top of the ramps. Commissioners stated that it would not be allowed. He specified that it has actually worked out well which he did not think it would in the first place. He noted that most of his customers access the available spaces in the paid parking lot and it has actually turned out for the best.

#### **COMMENTS OF THE CITY STAFF**

# Port & Harbor

## Monthly Statistical & Performance Report

For the Month of: **February 2011**

<u><b>Moorage Sales</b></u>	<u>2011</u>	<u>2010</u>	<u><b>Stall Wait List</b></u>		<u>2011</u>	<u>2010</u>
Daily Transient	0	4	No. on list at Month's End			
Monthly Transient	10	15	18' Stall		1	1
Semi-Annual Transient	0	0	20' Stall		0	2
Annual Transient	2	4	24' Stall		11	27
Annual Reserved	0	0	32' Stall		36	31
			40' Stall		28	34
			50' Stall		14	20
			75' Stall		6	7
			Total:		<u>96</u>	<u>122</u>
 <u><b>Grid Usage</b></u>						
1 Unit = 1 Grid Tide Use	<u>2011</u>	<u>2010</u>				
Wood Grid	2	7				
Steel Grid	2	5				
 <u><b>Services &amp; Incidents</b></u>			<u><b>Docking &amp; Beach/Barge Use</b></u>			
Vessels Towed	2	0	1 Unit = 1 or 1/2 Day Use		<u>2011</u>	<u>2010</u>
Vessels Moved	3	1	Deep Water Dock		5	13
Vessels Pumped	4	5	Pioneer Dock		5	3
Vessels Sunk	1	0	Beach Landings		0	0
Vessel Accidents	0	0	Barge Ramp		1	0
Vessel Impounds	0	0	 <u><b>Crane Hours</b></u>			
Equipment Impounds	0	0			<u>2011</u>	<u>2010</u>
Vehicle Impounds	0	0			86.7	92.3
Property Damage	0	0	 <u><b>Ice Sales</b></u>			
Pollution Incident	2	2			<u>2011</u>	<u>2010</u>
Fires Reported/Assists	0	0	For the Month of February		*	*
EMT Assists	3	0	*Shut Down for Maintenance			
Police Assists	0	1	Year to Date Total		0	0
Public Assists	17	2	 <u><b>Difference between</b></u>			
Thefts Reported	0	0	<u><b>2010 YTD and 2011 YTD:</b></u>		<u>0 tons</u>	

U:\Office\Stats-Monthly\February 2011



Date From	Date To	Crane Hours (Weekly)	Crane YTD	Tons of Ice (Weekly)	YTD Ice
1/3/2011	1/9/2011	6.7	6.7	0 shut down for maintenance	
1/10/2011	1/16/2011	23.5	30.2	0 shut down for maintenance	
1/17/2011	1/23/2011	18.3	48.5	0 shut down for maintenance	
1/24/2011	1/30/2011	18	66.5	0 shut down for maintenance	
1/31/2011	2/6/2011	10.7	77.2	0 shut down for maintenance	
2/7/2011	2/13/2011	19.1	96.3	0 shut down for maintenance	
2/14/2011	2/20/2011	26.8	123.1	0 shut down for maintenance	
2/21/2011	2/27/2011	30.1	153.2	0 shut down for maintenance	
2/28/2011	3/6/2011	58.3	211.5	0 shut down for maintenance	
3/7/2011	3/13/2011	76.3	287.8	57	57
3/14/2011	3/20/2011				
3/21/2011	3/27/2011				
3/28/2011	4/3/2011				
4/4/2011	4/10/2011				
4/11/2011	4/17/2011				
4/18/2011	4/24/2011				
4/25/2011	5/1/2011				
5/2/2011	5/8/2011				
5/9/2011	5/15/2011				
5/16/2011	5/22/2011				
5/23/2011	5/29/2011				
5/30/2011	6/5/2011				
6/6/2011	6/12/2011				
6/13/2011	6/19/2011				
6/20/2011	6/26/2011				
6/27/2011	7/3/2011				
7/4/2011	7/10/2011				
7/11/2011	7/17/2011				
7/18/2011	7/24/2011				
7/25/2011	7/31/2011				
8/1/2011	8/7/2011				
8/8/2011	8/14/2011				
8/15/2011	8/21/2011				
8/22/2011	8/28/2011				
8/29/2011	9/4/2011				
9/5/2011	9/11/2011				
9/12/2011	9/18/2011				
9/19/2011	9/25/2011				
9/26/2011	10/2/2011				
10/3/2011	10/9/2011				
10/10/2011	10/16/2011				
10/17/2011	10/23/2011				
10/24/2011	10/30/2011				
10/31/2011	11/6/2011				
11/7/2011	11/13/2011				
11/14/2011	11/20/2011				
11/21/2011	11/27/2011				
11/28/2011	12/4/2011			shut down for maintenance	
12/5/2011	12/11/2011			shut down for maintenance	
12/12/2011	12/18/2011			shut down for maintenance	
12/19/2011	12/25/2011			shut down for maintenance	

12/26/2011	1/1/2012			shut down for maintenance	
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Deep Water Dock 2011

DATE	VESSEL	LOA	TIMES	BILLED	#Dock	\$ Dock	Serv Chg
1/9/11	Pacific Wolf & DBL54	395	1800	K-Sea Transp	1	\$ 896.65	\$ 52.00
1/10/11	Pacific Wolf INSIDE	121		K-Sea Transp	2	\$ 274.67	
1/10/11	DBL 54	300		K-Sea Transp	1	\$ 681.00	
1/11/11	Pacific Wolf INSIDE	121		K-Sea Transp	2	\$ 274.67	
1/11/11	DBL 54	300		K-Sea Transp	1	\$ 681.00	
1/12/11	Pacific Wolf INSIDE	121		K-Sea Transp	2	\$ 274.67	
1/12/11	DBL 54	300		K-Sea Transp	1	\$ 681.00	
1/13/11	Pacific Wolf INSIDE	121	/0600	K-Sea Transp	2	\$ 274.67	
1/13/11	Pacific Wolf & DBL54	395	0630/	K-Sea Transp	1	\$ 896.65	
1/14/11	Pacific Wolf & DBL54	395		K-Sea Transp	1	\$ 896.65	
1/15/11	Pacific Wolf & DBL54	395		K-Sea Transp	1	\$ 896.65	
1/16/11	Pacific Wolf & DBL54	395	/0945	K-Sea Transp	1	\$ 896.65	
1/17/11	Perseverance	189	0705 /	Cispri	1	\$ 429.03	
1/18/11	Perseverance	189	/1115	Cispri	1	\$ 429.03	
1/19/11	Perseverance	189	1630/	Cispri	1	\$ 429.03	
1/20/11	Perseverance	189	/1430	Cispri	1	\$ 429.03	
2/4/11	Pacific Wolf & DBL54	395	0900/1115	K-Sea Transp	1	\$896.65	\$ 52.00
2/19/11	Sea Prince & Barge 360	360	0920 /	Crowley	1	\$ 817.20	\$ 52.00
2/20/11	Sea Prince & Barge 360	360		Crowley	1	\$ 817.20	
2/21/11	Sea Prince & Barge 360	360		Crowley	1	\$ 817.20	
2/22/11	Sea Prince & Barge 360	360	/1700	Crowley	1	\$ 817.20	
						\$13,506.50	\$156.00
3/17/11							
	Barge 103 = 430'						
	Barge 303= 320'						
	Barge 141 = 272'	PER OCEAN MARINE: 258					
	Barge 110 = 330'						
	Barge 280 = 282'						
	Barge 282 = 262' PMS						
	Barge 303= 320'						
	Barge 344 = 330'	NOW: 330', plus tug = 429 2/18/04					
	Barge 360-10 = 360'						
	Barge 450-10 = 450'						
	Barge 450-7 = 400'						
	Barge 500/2 = 400'						
	Barge 250-10 = 250'						
	Washington = 248'						
	OB5 = 175'						
	Barge 180-1 = 172'						
	Barge 340 = 316'						
	DBL 79 = 345'						
	Klamath = 350'						
	SeaTac = 286'						
	SeaTac 300 = 300'						







Water Usage 2011

		PIONEER DOCK		\$ 194.05 minimum charge		
				\$102.00 CONX		
DATE	VESSEL	Begin Read	End Read	Gal.	Charged	Conx Fee
01/01/11	Vigilant	431800	434700	2900	\$ 194.05	\$ 102.00
01/16/11	Pacific Wolf &DBL54	1449100	1459900	10800	\$ 419.14	\$ 102.00
01/20/11	Pacific Wolf &DBL54 min per BH			0	\$ 194.05	\$ 102.00
01/20/11	Tustumena	1459900	1476400	16500	\$ 640.37	\$ 102.00
01/22/11	Vigilant	448250	449500	1250	\$ 194.05	\$ 102.00
01/23/11	Tustumena	1476474	1485800	9326	\$ 361.94	\$ 102.00
01/28/11	Pacific Wolf &DBL54	1485820	1488900	3080	\$ 194.05	\$ 102.00
02/06/11	Tustumena	1488900	1497100	8200	\$ 318.24	\$ 102.00
2/15/11	Tustumena	1497100	1504800	7700	\$ 298.84	\$ 102.00
				0		
				0		
				0		
				0		
				0		
				0		
				0		
				0		
	washing down dock results in missing begin/end reads			59756	\$ 2,814.73	\$ 918.00



Water Usage 2011

DATE	VESSEL	Begin Read	End Read	Gal.	Charged	Conx Fee
					\$ 194.05	minimum charge
					\$102.00	CONX
01/07/11	Vigilant	434560	448280	13720	\$ 532.47	\$ 102.00
02/01/11	Vigilant	449000	452000	3000	\$ 194.05	\$ 102.00
02/10/11	Vigilant	452900	455850	2950	\$ 194.05	\$ 102.00
2/18/2011	Vigilant	455000	457000	2000	\$ 194.05	\$ 102.00
				0		
				0		
				0		
				0		
				0		
				0		
				0		
				0		
				0		
				0		
				0		
				21670	\$ 1,114.62	\$ 408.00

washing down dock  
 results in missing  
 begin/end reads  
 43340



## Homer Spit Lease Expiration Calendar

updated 1/6/11 rev. 2/17/11

Lease Expires	Leaseholder	Details	Action
7/31/2010	Fish Factory	6 mos. Lease Expires	Paying month-to-month til completion of construction brings Lot 12A up to code for lease amendment to include 12B strip
8/14/2010	Alaska Custom Seafoods	lease expires; no options remain	Lease negotiations currently in progress with Alaska Custom Seafoods
9/23/2010	Peninsula Scrap	9 mo. lease expires	scrap meter stored on chip pad
9/30/2010	Snug Harbor	lease expires	Lease negotiations currently in progress with Snug Harbor Seafoods
5/18/2011	Bruin Bay, LLC	lease expires	
9/10/2011	Homer Spit Campground	Approved by Council for New Lease 2/15/11	New Lease 10 yr w/2 five yr options
12/9/2011	Pier One	lease expires	term-5 years; \$1/yr
4/15/2012	Dockside Two	lease expires; no options remain	
3/31/2013	Sportsman Supply	lease expires; one 5 yr option	
3/31/2013	AK High Hopes-Bob's Trophy Charters	lease expires; one 5 yr option	
11/1/2013	Southcentral Radar	lease expires; two 5 yr options	
11/30/2013	Harbor Ent. Coal Pt.	lease expires; one 5 yr option	
3/3/2014	ACS MACTel cellular	lease expires; no options remain	\$12/yr
7/31/2014	Kachemak Port Services	lease expires; two 1 yr options	
12/31/2014	Happy Face Restaurant	lease expires; no options remain	
11/30/2015	Mike Yourkowski	lease expires; one 10 yr option	
2/1/2016	El Pescador	lease expires; no options remain	
9/30/2016	USCG-Pioneer Dock	lease expires; no options remain	
9/30/2016	USCG-Roanoke Is.	lease expires? Not in file	
12/1/2018	Harbor Ent. 30 acres	lease expires; no options remain	
3/31/2020	Fish Factory	lease expires; two 10 yr options	
9/30/2023	USCG-Lot #20 by PD	lease expires; no options remain	
1/31/2026	Salty Dawg	lease expires; no options remain	
3/31/2028	Harbor Leasing LLC	lease expires; two 5 yr options	
1/13/2029	AK Marine Highway	Land Use Permit-NO LONGER IN AFFECT	Superseded by 2010 Lease Agreement
9/14/2029	Icicle Seafoods	lease expires; no options remain	
11/1/2029	Homer Ent. Sport Shed	lease expires; two 5 year options remain	
5/31/2030	Seldovia Village Tribe	Lease Expires, two 5 year options	
4/30/2060	AK Marine Highway	lease expires	



2011 Homer City Council Meetings  
Port & Harbor Advisory Commission Attendance

It is a goal of the Commission to have a member speak regularly to the City Council at council meetings. There is a special place on the council's agenda specifically for this. After the Council approves the consent agenda, there is a spot for visitors, and then agenda item number seven, announcements, reports from Commissions, the Borough, etc. That is when you would jump up and speak. If the mayor moves on to public hearings, you have waited too long! Typically if there is no visitor or special presentation, you would be talking within the first half hour (or less) of the Council meeting. The Regular meeting start time is 6:00 p.m.

Each commissioner is assigned a month and is responsible for attending one of the two council meetings, ***OR finding another commissioner to do it in their place*** if they will not be attending the meeting.

<u>Meeting Date</u>	<u>Commissioner</u>
January 10, 24	<u>ZIMMERMAN</u>
February 15, 28	<u>CARROLL</u>
March 14, 29(Tuesday)	<u>WEDIN</u>
April 11, 25	<u>HARTLEY</u>
May 9, 23	<u>ULMER</u>
June 13, 27	<u>HOWARD</u>
July 25	<u>ZIMMERMAN</u>
August 8, 22	<u>ULMER</u>
September 12, 26	<u>SEPTEMBER</u>
October 10, 24	<u>WEDIN</u>
November 28	<u>HOTTMANN</u>
December 12	<u>HOTTMANN</u>

Budget is given to department heads in July, August to return to city manager for first presentation to council on September.

Budget related council meetings, check schedule at that time:           October, November, December

The regular December meeting is when the Budget is finally approved by City Council.

Any Special Meetings are usually schedule the first Monday of the month.



## Port and Harbor Advisory Commission Strategic Plan - 2011

### Mission statement:

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.

### Overall Goals:

1. Conduct faster, more productive meetings
2. Become a more effective Commission - provide timely, relevant comment to the City Council on Port and Harbor issues
3. Have a better understanding of the budget process
4. Establish committees when needed to work on specific tasks

### Short Term Goals - less than 6 months or by the end of 2011 (not prioritized)

1. Conduct more efficient meetings
2. Improve Harbor Recycling Efforts
3. Parking- Encourage administration/Council to gain greater control
4. Gain a better understanding of the budget process, and provide comments to the Administration (Harbormaster, City Manager) in a timely manner for possible inclusion in the 2012 budget.
5. Develop a strategy to work with the City Council
6. Improvements to Barge Ramp - facilities need to be repaired and replaced due to increased usage.

### Midterm Goals 1-3 years (2012-2014)

1. Continue to refine City Leasing Policies
2. Continue to understand the budget, include setting fees, and dedication of sales tax
3. Lobby for restroom access on Fish Dock Road
4. Lobby Council for funds to create a port marketing plan
5. Improvements to Barge Terminal Facility
6. Container Freight System - Support Staff in research and market analysis regarding interest, cost effectiveness and benefits to the Kenai Peninsula

### Long Term 5 or more years (2016-??)

1. Build a new harbormaster office
2. Encourage the City to lobby ACOE and the state to address erosion control on the Spit, both on the west side and the harbor side
3. Long range harbor planning, east harbor expansion

## Action Plan - Who does what, and when?

### Staff

- Provide yearly information about the budget
- Inform the Commission of City Council actions and discussion of Harbor issues

### Commission

- Attend City Council meetings as assigned
- Attend work sessions and training opportunities
- Come prepared to make a motion for action at meetings, or ask staff before the meeting for more information
- Request a City Council member attend Port and Harbor meetings
- Ask questions about the budget process. Request information from the Harbormaster.

### Clerks

- Help the Commission learn to be more efficient and effective
- Help the Commission learn to better communicate with the City Council (Memorandums vs Resolutions and Ordinances)

CITY OF HOMER  
HOMER, ALASKA

City Manager

ORDINANCE 11-05

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA, ACCEPTING AND APPROPRIATING A STATE OF ALASKA LEGISLATIVE GRANT IN THE AMOUNT OF \$1,000,000 FOR THE PURPOSE OF CONDUCTING PRELIMINARY WORK ON PHASE I OF THE DEEP WATER DOCK EXPANSION PROJECT TO INCLUDE SCOPING, FEASIBILITY STUDIES, ENVIRONMENTAL WORK, AND ENGINEERING AND DESIGN.

WHEREAS, The City has received a Legislative Grant in the amount of \$1,000,000 for the purpose of conducting preliminary work on Phase I of the Deep Water Dock Expansion Project; and

WHEREAS, The grant funds will be used to conduct scoping, feasibility and environmental work, and engineering and design and will be combined with \$2,000,000 DOT/PF has already received in federal funds for the project.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby accepts and appropriates a State of Alaska Legislative Grant in the amount of \$1,000,000 for the purpose of conducting preliminary work on Phase I of the Deep Water Dock expansion project to include scoping, feasibility and environmental work, and engineering and design as follows:

Revenue:

<u>Account</u>	<u>Description</u>	<u>Amount</u>
415-924	Legislative Grant/ Deep Water Dock Phase I	\$1,000,000

Expenditure:

<u>Account</u>	<u>Description</u>	<u>Amount</u>
415-924	Deep Water Dock / Phase I	\$1,000,000

Section 2. This is a budget amendment ordinance, in temporary in nature, and shall not be codified.



ENACTED BY THE HOMER CITY COUNCIL this 29 day of Feb., 2011.

CITY OF HOMER

James C. Hornaday  
JAMES C. HORNADAY, MAYOR

ATTEST:

Jo Johnson  
JO JOHNSON, CMC, CITY CLERK

YES: 5  
NO: 0  
ABSENT: 1  
ABSTAIN: 0

First Reading: 2/15/11  
Public Hearing: 2/28/11  
Second Reading: 2/28/11  
Effective Date: 3/01/11

Reviewed and approved as to form:

Walt Wrede  
Walt Wrede, City Manager

Date: 3/2/11

\_\_\_\_\_  
Thomas F. Klinkner, City Attorney

Date: \_\_\_\_\_

**CITY OF HOMER  
HOMER, ALASKA**

City Clerk

**RESOLUTION 11-024**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, AWARDED THE CONTRACT FOR THE REPLACEMENT AND NEW INSTALLATION OF A CARD READER ACCESS SYSTEM TO ATS ALASKA OF ANCHORAGE, ALASKA, IN THE AMOUNT OF \$53,144.00 AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE APPROPRIATE DOCUMENTS.

WHEREAS, The Request for Proposals was advertised in the Homer News on January 13 and 20, the Anchorage Daily News on January 16, 2011 and posted on the Clerk's website; and

WHEREAS, Sealed proposals were due in the Office of the City Clerk by 2:00 p.m. on Tuesday, February 8, 2011; and

WHEREAS, Five sealed proposals were received and a committee met to evaluate the proposals; and

WHEREAS, ATS Alaska of Anchorage, Alaska, submitted the lowest responsive and responsible bid for Replacement and New Installation of a Card Reader Access System; and

WHEREAS, This award is not final until written notification is received by ATS Alaska of Anchorage, Alaska, from the City of Homer.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, awards the contract for Replacement and New Installation of a Card Reader Access System to ATS Alaska of Anchorage, Alaska, in the amount of \$53,144.00 and authorizes the City Manager to execute the appropriate documents.

PASSED AND ADOPTED by the Homer City Council this 14<sup>th</sup> day of March, 2011.

CITY OF HOMER

  
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JAMES C. HORNADAY, MAYOR

ATTEST

  
\_\_\_\_\_  
JO JOHNSON, CMC, CITY CLERK

Fiscal Note: \$50,000 Acct. No. 456-380-5901; \$3,144.00 Acct. No. 400-603-5208.





