



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue
Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

Memorandum

TO: Mayor Castner and Homer City Council
FROM: Katie Koester, City Manager
DATE: March 4, 2020
SUBJECT: March 9 City Manager Report

COVID-19

City of Homer, Homer Volunteer Fire Department, Homer Police Department, South Peninsula Hospital, Public Health, Anchor Point Fire, and Kenai Peninsula Borough School District met Wednesday to coordinate preparedness and public information efforts regarding the potential threat of Coronavirus in Homer. The group will be presenting at the Council meeting on the 9th and have regularly scheduled meetings. These community organizations have an excellent history of collaboration for emergency response, including training together and coordinated response during the Tsunami evaluations. Ensuring consistent and accurate information for the public is a goal and the City of Homer, Public Health, and South Peninsula Hospital websites have links to the most reliable and up to date information. The City is a partner through an MOU for a Point of Dispensing Plan developed through Public Health and the KPB School District. Additionally, the City of Homer has a section of our Public Health and Mass Casualty Plan from 2013 that has a pandemic section that will be used to inform and think through preparedness measures and any needed response.

Internally, I am working with Chief Kirko and the leadership team on a continuity of operation plan (COOP) to think through how the City would continue to deliver services in the event people are told to stay at home. Regardless of the severity of a potential Crono-9 outbreak, it is good practice for us to walk through these steps from time to time and make sure the City is prepared to handle any number of unanticipated situations that we may be presented with. I am also in communication with Alaska Manager's through the Alaska Municipal Management Association and utilizing the resources the International City Manager Association has collated on this for local governments.

Juneau Follow up

I am pleased to report an number of follow ups as a result of time in Juneau. Commissioner MacKinnon submitted the attached letter requesting the Corps to conduct the General Investigation related to the Homer Spit Erosion Mitigation and create a Spit Erosion Maintenance and Management Plan, also supporting that the study be fully funded by the 2018 supplemental federal funding. This is a great example of continued collaboration between the State, City and Federal government to problem solve. WE have received information from the Coast Guard regarding specifications that they need for large vessel harbor, which is good progress in keeping them at that table as a partner. They have also been indicating for some time that when the Naushon is decommissioned, they are hoping to establish a Small Boat Station

in Homer. Port and Harbor Director Hawkins has had multiple conversations with staff since our trip with details concerning that potential.

We are still actively pursuing getting the state on board with funding \$750,000 over 3 years to continue their partnership with the City and Corps on the Large Vessel Harbor. One of the requests from our time in Juneau was a photo essay (attached) to help demonstrate the need. Right now, to the best of our knowledge, the Corps would receive their portion of the funding by October of 2021. This gives the City some time to work with the Legislature and State DOT on partnering. We have also been working with the Denali Commission on bringing this project to the attention of USDOT. Denali Commission looks favorably on economic development transportation projects that have multiple partners.

New Public Works Director Hired

I am happy to report that the City has hired Jan Keiser as the new public works director. Jan has an engineering degree from the University of Alaska and a law degree from the University of Washington. She has experience practicing construction law, serving as a Public Works Director for Skagit County in Washington and running her own consulting firm. Jan has a long history with Homer as she served as the City of Homer's first City Engineer in 1982. Jan will start full time in March at which point current Public Works Director Meyer will transition to City Engineer allowing. The Department is excited about the expanded leadership capacity with both the City Engineer and Public Works Director positions filled, which hasn't occurred since 1999 due to budget constraints. Please welcome Jan to the City of Homer team when you see her.

HB 262 Universal Election Dates

The Alaska Association of Municipal Clerks has weighed in on proposed legislation that should be of interest to local City Councils. HB 262 proposes an amendment to AS 29.26.040, Date of Regular Election for municipalities. This section of title 29 states "The date of a regular election is the first Tuesday of October annually, unless a different date or interval of years is provided by ordinance." HB 262 amends that statute to read that the date of the regular election would be the first Tuesday of October or November, annually as provided by ordinance. Following discussion of the negative impacts of limiting municipality's ability to set their election day, the Executive Board adopted AAMC Resolution 2020-01, A Resolution Urging Retention of the Current Language in AS 29.26.040 (Date of Regular Election) and Opposing HB 262. While most hold their elections in October, there are a handful who hold their regular elections in other months, including April and November.

Chamber Special Event Insurance Update

Executive Director Brad Anderson has been working with the City to evaluate the Homer Chamber of Commerce's ability to cover certain special events, such as Burning Basket and the New Year's Eve Fireworks Display, with their insurance. They have run into challenges, as their current insurance carrier says the two events would be too high of a liability risk for their policy and would require them to find coverage with someone else as a standalone event (which is similar to what the groups are currently having to do). Secondly, if the Chamber did obtain coverage with another carrier for those events, their current insurance carrier feels it would put them at too high of an overall risk and would no longer insure the Chamber. As a result, going to another insurance carrier could end up costing about 25% more for Chamber's commercial liability coverage. Another option proposed by the Chamber would be to sponsor the events with a dollar amount that would help cover the costs for the two event organizers to have insurance as standalone events. Chamber is currently waiting to get an estimate of insurance costs for

Burning Basket and the New Year's Eve Fireworks Display and I will update Council with those numbers once received.

Discussion Concerning Seasonal Service Fee for Water Customers

The City of Homer charges a uniform, monthly service fee to cover a portion of the administrative costs associated with the processing of utility payments under the current water rate model. According to the Water & Sewer Rate Task Force's 2013 Final Report, "there is an inherent fairness in charging all customers hooked into the system(s) the same rate for an indistinct commodity." The monthly service fee (\$13) is therefore the same for a lift-station customer, non-lift station customer, or bulk water customer; an additional \$5 per unit is assessed for multi-unit properties. This monthly service fee changes from time to time in order to accurately reflect the cost of customer billing, banking and accounting expenses. It has been City practice to offer a different monthly service fee to seasonal water users; this rate is half of the normal charge (\$6.50). The customer obtains the seasonal rate by either calling or emailing the Finance Department of their need to disconnect and the reason why. As of January 2020, there were 20 residences and 34 businesses that have the seasonal water rate. Examples of a seasonal water customer include a business on the Spit, a summer rental property, or an unoccupied property.

Staff recently looked into the efficiency behind charging a monthly service fee to seasonal users and believes a better approach would be replacing the monthly service fee with an increase to the reconnect fee. This would allow both the user to disconnect from City services for an indiscriminate time on an annual basis and the City to recoup administrative costs associated with the customers' need to regularly disconnect from/reconnect to the water service to their property.

Title 14 does not address the needs of a seasonal water customer and only specifies the need to obtain a water connection permit prior to starting construction (HCC 14.08.040). Administration recommends Council review seasonal water fees this summer when you take up water and sewer rates.

Enc:

Letter from Commissioner MacKinnon re Spit Erosion

Photo essay on need for Large Vessel Harbor

Press release for new Public Works Director

AAMC Resolution

HB 262

Police Station Progress Report

Homer Police Station Budget and Contingency Info

Active projects list

University of Alaska Flyer



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Transportation and Public Facilities

OFFICE OF THE COMMISSIONER
John MacKinnon, Commissioner

PO Box 112500
Juneau, Alaska 99811-2500
Main: 907.465.3900
dot.alaska.gov

February 24, 2020

Alaska District, U.S. Army Corps of Engineers
ATTN: CEPOA-PM-C
P.O. Box 6898
Joint Base Elmendorf-Richardson, AK 99506-0898

To Whom It May Concern:

The Alaska Department of Transportation and Public Facilities supports the City of Homer's request for approximately \$3 million dollars in supplemental federal funds from the US Army Corps of Engineers. The funding would allow for a General Investigation related to Homer Spit Erosion Mitigation and create a Spit Erosion Maintenance and Management Plan.

The Homer Spit includes critical infrastructure that supports the safety and livelihood of numerous communities, industries and maritime users throughout the Lower Cook Inlet, and beyond.

Public investments along the Spit include Coast Guard cutter mooring facilities, the Sterling Highway, (a major National Highway System freight route in Alaska which terminates at the Spit), industrial port, small boat harbor and an Alaska Marine Highway System ferry terminal.

Thank you for considering this request.

A handwritten signature in blue ink, appearing to read "John MacKinnon".

John MacKinnon
Commissioner

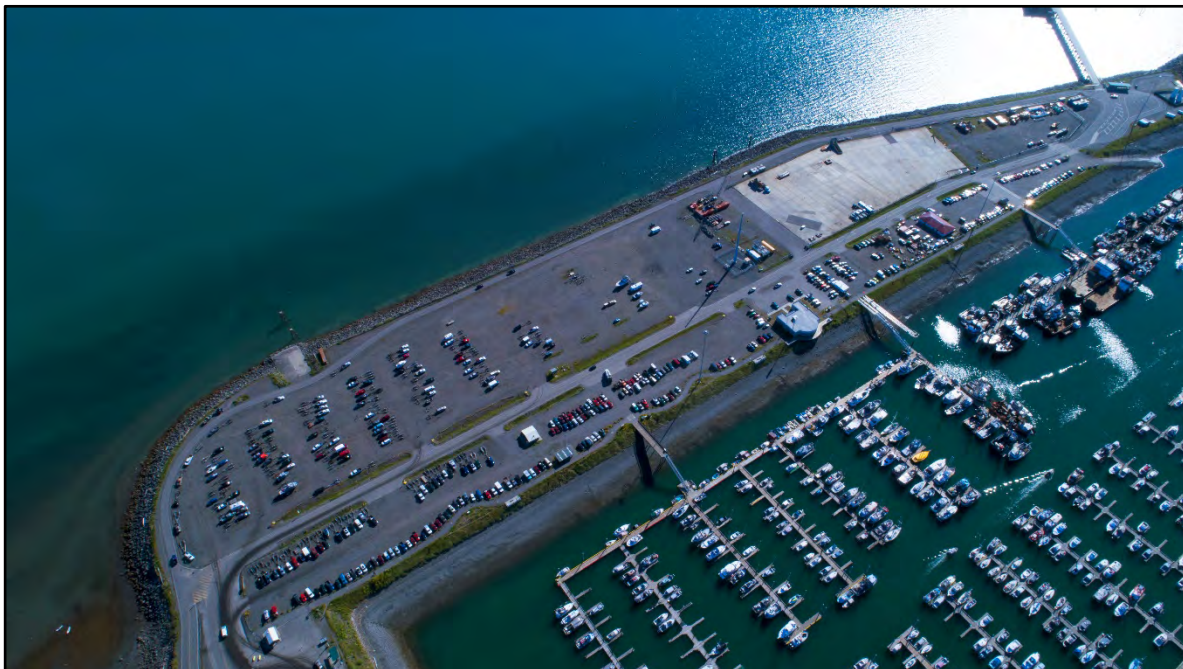
cc: Bryan Hawkins, Homer Harbormaster/Port Director



City of Homer FY21 State Legislative Request: Navigational Improvement Feasibility Study for a new Large Vessel Moorage Facility



Study location of Homer's Port expansion, adjacent to the current City of Homer harbor facility.



Aerial photo showing uplands adjacent to proposed Port expansion site.



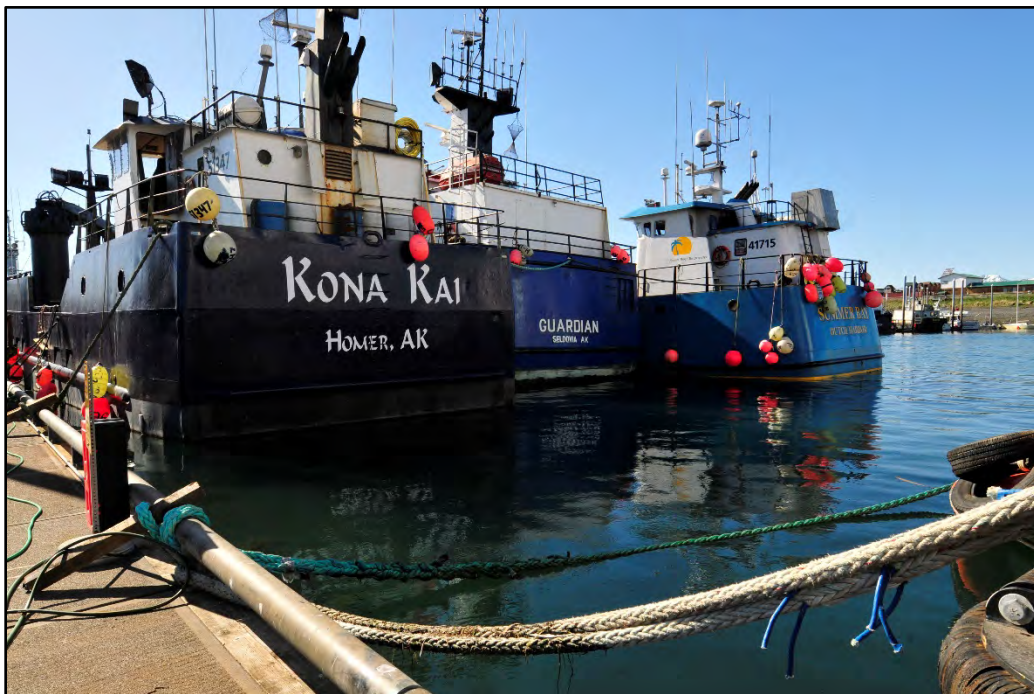
Up and down the coast, Alaska's Statehood-era harbors are working hard to adapt to meet the needs of today's commercial fleet, which is no longer just a small local fleet – but is a fleet of much larger ships working regionally from Ketchikan to the end of the Aleutian Islands and up to the Arctic during the course of a year. The State suffers economic losses when we can't accommodate this fleet.



In Homer, transient float systems for vessels ranging from 90 to 150 feet in length are particularly overcrowded. Because of the lack of available moorage for large vessels, Homer annually turns away moorage requests from large vessel owners. Without suitable in-State facilities, business owners take their business out of State. This adds to their vessel operating costs and takes that business and those jobs away from Alaska.



Port and Harbor infrastructure doesn't just benefit the host community; they are regional commerce centers whose benefits reach State-wide and are measured in dollars generated from the commerce and trade these facilities support. Homer's Port Expansion project is a State of Alaska Project.



Inadequate port facilities create secondary costs as well. Rafted boats constrict passage and maneuverability in Homer harbor, increasing navigational hazards to both large vessels and small boats; rafting large vessels three to four deep on the moorage floats stresses the system, increasing damage and maintenance costs.



Now is the time to build the infrastructure that supports the industry that supports commerce in our State. Homer has a year-round, ice free, centrally located, road connected harbor location, ideal for capitalizing on the opportunities knocking on Alaska's door.



A preliminary feasibility study by the US Corps of Engineers show a very positive benefit to cost ratio of expanding Homer's harbor. Our Legislative request is for the State to join with the City of Homer and the US Corps of Engineers to plan (and eventually) build for the future needs of the industry.



The new large vessel port will provide the space, depth and configuration to moor large commercial vessels (currently turned away due to space, configuration and depth limitations), meeting the demands of emerging regional and national economic opportunities and providing safe, secure moorage for US Coast Guard assets (both home-ported and layover vessels).



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Administration

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NEWS RELEASE:

JAN KEISER HIRED TO BE HOMER'S NEW PUBLIC WORKS DIRECTOR

For immediate release March 3, 2020.



The City of Homer is pleased to announce that Janette “Jan” Keiser will lead the City’s Public Works Department as its next Director. Jan comes to Homer from Poulsbo, Washington where she has owned her own construction management company, J. Keiser & Associates LLC., for 13 years.

While Jan has spent the majority of her career in Washington, Homer will not be a new destination. Jan served as the City of Homer’s first City Engineer from 1982 to 1985, providing technical oversight for the City’s infrastructure, reviewing plans and inspecting construction of private developments, and helping develop the City’s capital improvement program.

“I’m thrilled to be returning home to Homer,” Jan said. “I’m excited about working with the community to make Homer an even better place.”

She left Homer to pursue a law degree at the University of Washington in order to attain a level of expertise necessary to work as a construction attorney. She is a registered professional civil engineer in the State of Washington, a member of the Washington Bar Association, and has worked previously as a Public Works Director/ Engineer for Skagit County in Mt. Vernon, Washington.

“Jan’s level of professionalism and dedication to the field stood out during her interview,” said City Manager Koester. “She is adept at navigating the diverse demands of a Public Works Director, from boots-on-the-ground project supervision to implementing public policy adopted by City Council. Her leadership and attentiveness will provide more support and resources for staff to continue to serve the community with excellence.”

The City’s current Public Works Director, Carey Meyer, has assumed the role of both the City Engineer and Director since 1999. Previous to that, two people filled these positions. Due to budgetary constraints, the City Engineering position was never filled. Demands on and expectations for the Public Works Department are now such that one person cannot efficiently assume both roles. Public Works Director Meyer will be transitioning to the City Engineer position after Jan starts on March 16th.

For questions, please contact Katie Koester, City Manager at 907-235-8121 ext. 2222.



AAMC
Resolution 2020-01

A RESOLUTION OF THE EXECUTIVE BOARD OF THE ALASKA MUNICIPAL CLERKS ASSOCIATION URGING RETENTION OF THE CURRENT LANGUAGE IN AS 29.26.040 (DATE OF REGULAR ELECTION) AND OPPOSING HB 262.

WHEREAS, Each municipality in Alaska is unique in its governance of and services provided to its citizens; and

WHEREAS, Each Alaskan municipality holds an annual election for its elected officials and propositions; and

WHEREAS, Article X of the Constitution of the State of Alaska provides for maximum local self-government and a liberal construction shall be given to the powers of local government units; and

WHEREAS, Currently AS 29.26.040 provides that the date of the regular election for municipalities is the first Tuesday of October annually, unless a different date or interval of years is provided by ordinance; and

WHEREAS, A majority of Alaska municipalities hold regular municipal elections on the first Tuesday of October annually; and

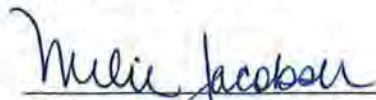
WHEREAS, A number of Alaska municipalities have adopted ordinances setting their regular municipal election on a different date, which is allowable by law; and

WHEREAS, The ability for each municipality to set its annual regular municipal election date for a time that best suits its citizens is in the best interest of the communities, and by extension, the State of Alaska; and

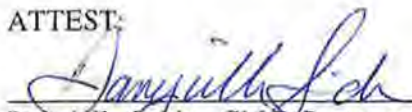
WHEREAS, HB 262 proposes to remove the ability for municipalities to adopt an ordinance setting an annual date for their regular municipal elections; and

WHEREAS, Because of the reasons identified above, HB 262 is not in the best interest of the Alaska Association of Municipal Clerks and its members.

NOW, THEREFORE, BE IT RESOLVED by the Executive Board of the Alaska Association of Municipal Clerks that the Alaska Legislature is urged to retain the current language in AS 29.26.040 regarding the date of regular municipal elections, if the substance of HB 262 remains substantially the same as initially filed HB 262, and is urged to not adopt HB 262 as proposed.


Melissa Jacobsen, MMC, President

ATTEST:


Danyelle Snider, CMC, Secretary

HOUSE BILL NO. 262

IN THE LEGISLATURE OF THE STATE OF ALASKA

THIRTY-FIRST LEGISLATURE - SECOND SESSION

BY REPRESENTATIVE RASMUSSEN

Introduced: 2/21/20

Referred: Community and Regional Affairs, State Affairs

A BILL

FOR AN ACT ENTITLED

1 **"An Act relating to municipal elections."**

2 **BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:**

3 * **Section 1.** AS 29.26.040 is amended to read:

4 **Sec. 29.26.040. Date of regular election.** The date of a regular election is the
5 first Tuesday of October **or November** annually, **as** [UNLESS A DIFFERENT DATE
6 OR INTERVAL OF YEARS IS] provided by ordinance.

7 * **Sec. 2.** AS 29.71.800(20) is amended to read:

8 (20) "regular election" means the municipal election held on the first
9 Tuesday of October **or November** annually, **as** [OR ON A DIFFERENT DATE OR
10 INTERVAL OF YEARS] provided by ordinance or charter;

PROGRESS STATUS REPORT
New Homer Police Station
February 6, 2020 through March 4, 2020

Work Completed this Period:

GWB – hanging/taping. Painting – upper floor. Metal siding on A line and 2 line. Installation of Elevator. Overhead garage doors, (3), installed. Flooring prep, (upper level). Data rough in. Control wiring rough in. Sally Port FRP siding. Duct/pipe insulation. Mechanical and Electrical rough in resumes.

Work to be Performed Next Period:

FRP siding. ACT ceiling grid. Casework. Solar Tube install. Mechanical and Electrical rough in continues. Mechanical and Electrical trim upper floor.

Schedule Status: Below are milestone start dates for this period:

Milestone Task	Original Start	Actual Start
Metal exterior siding	2/02/2020	1/30/2020
Install elevator	2/10/2020	2/10/2020
Exterior FRP siding	2/15/2020	1/23/2020

Anticipated Problems:

NONE

End of week, (Friday and/or Saturday), Daily Reports with site photos attached for information.

Prepared by: Pat McNary
Project Manager

Homer Public Safety Building

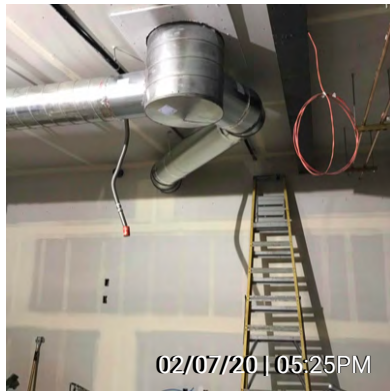
Grubstake Avenue Homer, Alaska 99603



Date Fri 02/07/2020

Job # 1809-2

Prepared By Carl Brinkerhoff



Weather

6:00 AM

35°

Possible Light Rain

Wind: 6 MPH | Precipitation: .22" | Humidity: 97%

12:00 PM

36°

Mostly Cloudy

Wind: 4 MPH | Precipitation: .32" | Humidity: 88%

4:00 PM

36°

Partly Cloudy

Wind: 5 MPH | Precipitation: .32" | Humidity: 88%

Work Logs

Name	Description	Quantity	Hours	Hours To Date
Accel Fire	Arron onsite installing seismic bracing lower level <small>Carl Brinkerhoff 02/07/20 06:22PM</small>	1	6	217
Alasco Insulation		0	0	179
Carl's Drywall & Paint	Two finishers onsite coating corners. Applied primer to walls and ceilings at radio room. <small>Carl Brinkerhoff 02/07/20 06:24PM</small>	2	8	623
Consolidated Roofing		0	0	477
Cornerstone, Tod Sharp, Ron Frazier, Tanner Stengel, Ryan Fox, Jim Pollock	Supervision, coordination and documentation. Crew continued extrusions for FRP siding grid7. Continued patching CMU at cells. Scrapped out building. <small>Carl Brinkerhoff 02/07/20 06:28PM</small>	5	8	808
Duct or Sheet Metal	Two installers onsite working at lower level conference and locker room hard ceilings. Done in hard lids at locker rooms. <small>Carl Brinkerhoff 02/07/20 06:29PM</small>	2	7	517
East Road Services		0	0	953
Eyres Plumbing	Journeyman plumber and apprentice onsite installing sump pump at elevator pit. Installed hose bib at metal siding area on grid 2 near 4. Worked on supply and returns at locker rooms. Insulator onsite working at lower level. <small>Carl Brinkerhoff 02/07/20 06:33PM</small>	3	7	425
Ottis Elevator		0	0	2

Pioneer Door		0	0	28
Puffin Electric	Journeyman and an apprentice onsite pulling wire to elevator and making connections. Continued installing can lights at locker rooms. <small>Carl Brinkerhoff 02/07/20 06:35PM</small>	2	8	1710.5
Total		15	113	15272

Time Cards No entry

Materials No entry

General Notes

- Confirmed with Otis they will be onsite early next week to begin elevator installation. Called Karavan to schedule delivery of elevator. Ran to Kenai today and picked up flashing for metal siding. Got confirmation on FRP siding early next week.
Carl Brinkerhoff | 02/07/20 | 06:39PM

Site Safety Observations

- Site safety protocols were observed onsite today.
Carl Brinkerhoff | 02/07/20 | 06:39PM

Quality Control Observations

- All materials and workmanship performed onsite today met or exceeded project specifications.
Carl Brinkerhoff | 02/07/20 | 06:40PM

Survey

Questions	N/A	No	Yes	Description
1. Any accidents on site today?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2. Any schedule delays occur?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3. Did weather cause any delays?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Any visitors on site?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5. Any areas that can't be worked on?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exterior doors and hardware. <small>Carl Brinkerhoff 02/07/20 06:41PM</small>
6. Any equipment rented on site?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	All terrain scissor lift <small>Carl Brinkerhoff 02/07/20 06:41PM</small>

Carl Brinkerhoff

I, Carl Brinkerhoff, have reviewed and completed this report.

Carl Brinkerhoff | 02/07/20 | 06:41PM

SUBCONTRACTOR REPORTS



Fri 02/07/2020

Homer Public Safety Building: Grubstake Avenue Homer, Alaska 99603

Name	Description	Quantity	Hours	Hours To Date
1. Puffin Electric	No Entry	0	0.0	0.0
2. Eayrs Plumbing and Mechanical	No Entry	0	0.0	0.0
3. PEI	No Entry	0	0.0	737.5
Subtotal		0	0	737.5
Grand Total (Includes Cornerstone General Contractors Work Log Total)		15	113	16009.5

Homer Public Safety Building

Grubstake Avenue Homer, Alaska 99603



Date Fri 02/14/2020

Job # 1809-2

Prepared By Carl Brinkerhoff



Weather

6:00 AM	12:00 PM	4:00 PM
<p>21° </p> <p>Overcast</p> <p>Wind: 9 MPH Precipitation: .0" Humidity: 78%</p>	<p>24° </p> <p>Overcast</p> <p>Wind: 8 MPH Precipitation: .01" Humidity: 80%</p>	<p>27° </p> <p>Foggy</p> <p>Wind: 6 MPH Precipitation: .03" Humidity: 79%</p>

Work Logs

Name	Description	Quantity	Hours	Hours To Date
Accel Fire		0	0	241
Alasco Insulation		0	0	179
Carl's Drywall & Paint	Finished hanging lid at vestibule at locker rooms. Hung wall in hall way lower level left out for elevator rams. Hung lids in women's detention areas with abuse rock. Continued finishes at upper level and stairwell. <small>Carl Brinkerhoff 02/14/20 05:56PM</small>	4	8	751
Consolidated Roofing		0	0	477
Cornerstone, Tod Sharp, Ron Frazier, Tanner Stengel, Ryan Fox, Jim Pollock	Supervision, coordination and documentation. Continued metal siding on grid 2. Continued flashing at electrical service entry devices. Completed acoustical caulking at STS rated walls. Completed fire caulking all penetrations and smoke wall partitions. Scrapped out Sheetrock debris and cleaned up. <small>Carl Brinkerhoff 02/14/20 06:01PM</small>	5	8	1008
Duct or Sheet Metal	Not onsite <small>Carl Brinkerhoff 02/14/20 06:01PM</small>	0	0	575
East Road Services		0	0	953
Eyres Plumbing	One journeyman and an apprentice onsite working at upper level connecting supply and returns to VAV's. <small>Carl Brinkerhoff 02/14/20 06:02PM</small>	2	7	524
Ottis Elevator		0	0	70
Pioneer Door		0	0	28

Puffin Electric	One journeyman and an apprentice onsite working at elevator shaft and pit moving conduits that conflicted with elevator installation. <small>Carl Brinkerhoff 02/14/20 06:07PM</small>	2	8	1779.5
Total		13	102	15918

Time Cards No entry

Materials No entry

General Notes

- Talked to Jason at Panco today about casework. Did as-built and will talk early next week. Duct workers not onsite but communicated issue with LV-1 & LV-2 at mechanical room and the intake fan in proximity to boiler exhaust.
Carl Brinkerhoff | 02/14/20 | 06:13PM

Site Safety Observations

- Site safety protocols were observed onsite today.
Carl Brinkerhoff | 02/14/20 | 06:13PM

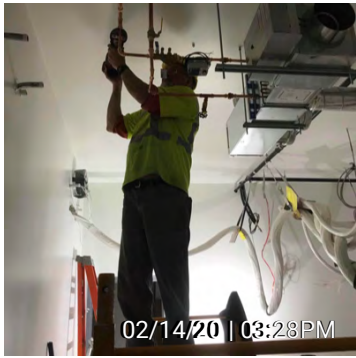
Quality Control Observations

- All materials and workmanship performed onsite today met or exceeded project specifications.
Carl Brinkerhoff | 02/14/20 | 06:13PM

Survey

Questions	N/A	No	Yes	Description
1. Any accidents on site today?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2. Any schedule delays occur?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Duct workers not onsite. No work was performed in boiler room. <small>Carl Brinkerhoff 02/14/20 06:15PM</small>
3. Did weather cause any delays?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Any visitors on site?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5. Any areas that can't be worked on?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Exterior doors and hardware <small>Carl Brinkerhoff 02/14/20 06:15PM</small>
6. Any equipment rented on site?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	All terrain scissor lift. <small>Carl Brinkerhoff 02/14/20 06:15PM</small>

Attachments



A handwritten signature in black ink, reading "Carl Brinkerhoff". The signature is written in a cursive style and is positioned above a horizontal line.

I, Carl Brinkerhoff, have reviewed and completed this report.

Carl Brinkerhoff | 02/14/20 | 06:17PM

SUBCONTRACTOR REPORTS



Fri 02/14/2020

Homer Public Safety Building: Grubstake Avenue Homer, Alaska 99603

Name	Description	Quantity	Hours	Hours To Date
1. Puffin Electric	No Entry	0	0.0	0.0
2. Eayrs Plumbing and Mechanical	No Entry	0	0.0	0.0
3. PEI	No Entry	0	0.0	865.5
4. PEI	No Entry	0	0.0	0.0
Subtotal		0	0	865.5
Grand Total (Includes Cornerstone General Contractors Work Log Total)		13	102	16783.5

Homer Public Safety Building

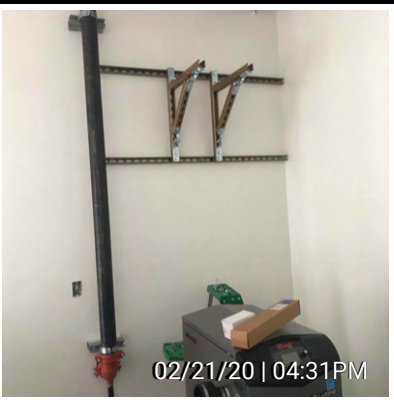
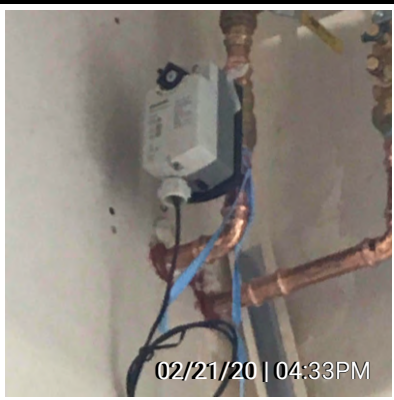
Grubstake Avenue Homer, Alaska 99603



Date Fri 02/21/2020

Job # 1809-2

Prepared By Carl Brinkerhoff



Weather

6:00 AM	12:00 PM	4:00 PM
<p>27° </p> <p>Overcast</p> <p>Wind: 15 MPH Precipitation: .12" Humidity: 83%</p>	<p>24° </p> <p>Overcast</p> <p>Wind: 17 MPH Precipitation: .15" Humidity: 79%</p>	<p>23° </p> <p>Foggy</p> <p>Wind: 20 MPH Precipitation: .18" Humidity: 79%</p>

Work Logs

Name	Description	Quantity	Hours	Hours To Date
Accel Fire		0	0	247
Alasco Insulation		0	0	179
Carl's Drywall & Paint	Continued sanding and masking. Applied two coats of paint and back rolled between coats in administrative areas, dispatch, mail/ copy and adjoining rooms. <small>Carl Brinkerhoff 02/21/20 05:19PM</small>	2	9	881
Consolidated Roofing		0	0	477
Cornerstone, Tod Sharp, Ron Frazier, Tanner Stengel, Ryan Fox, Jim Pollock	Supervision, coordination and documentation. Plowed snow. Crew continued prep and installation of FRP siding. Installed extrusions for siding at garage doors at sally port. Moved previously placed extrusions to accommodate art work panels given actual length of FRP panels. Continued applying Sika-flex at control joints lower level. <small>Carl Brinkerhoff 02/21/20 05:30PM</small>	5	8	1208
Duct or Sheet Metal	Worked at various areas of ducting. Received air conditioning units for electrical and radio rooms. Realized wrong size refrigeration tubing previously installed to roof top curb to supply air conditioning units. <small>Carl Brinkerhoff 02/21/20 05:33PM</small>	2	8	617
East Road Services		0	0	953
Eyres Plumbing	Scott and apprentice onsite 8 hours each installing electronic valves for VAV's just received today. Plumber and apprentice onsite approximately 6 hours each working in boiler room mounting bracket for air	4	7	622

separator to hang on.

Carl Brinkerhoff | 02/21/20 | 05:36PM

Ottis Elevator		0	0	122
Pioneer Door		0	0	28
Puffin Electric	Two journeyman and apprentice onsite today, ran conduits at lower level to supply boilers VFD's. Installed conduit and box for ceiling mounted box in hall 140. Moved conduits in elevator shaft that were in conflict with elevator door assembly.	3	8	1923.5
Total		16	126	16590

Carl Brinkerhoff | 02/21/20 | 05:39PM

Time Cards No entry

Materials No entry

General Notes No entry

Site Safety Observations

- 1. Received pallet of paint.
Received air conditioning units
Pat McNary dropped off two server racks today.
Carl Brinkerhoff | 02/21/20 | 06:02PM
- 2. Site safety protocols were observed onsite today.
Carl Brinkerhoff | 02/21/20 | 06:02PM

Quality Control Observations

- 1. All materials and workmanship performed onsite today met or exceeded project specifications.
Carl Brinkerhoff | 02/21/20 | 06:03PM

Survey

Questions	N/A	No	Yes	Description
1. Any accidents on site today?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2. Any schedule delays occur?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3. Did weather cause any delays?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Any visitors on site?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5. Any areas that can't be worked on?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Exterior doors and hardware. <small>Carl Brinkerhoff 02/21/20 05:41PM</small>
6. Any equipment rented on site?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	All terrain scissor lift. <small>Carl Brinkerhoff 02/21/20 05:41PM</small>

Attachments



SUBCONTRACTOR REPORTS



Fri 02/21/2020

Homer Public Safety Building: Grubstake Avenue Homer, Alaska 99603

Name	Description	Quantity	Hours	Hours To Date
1. Puffin Electric	No Entry	0	0.0	0.0
2. Eayrs Plumbing and Mechanical	No Entry	0	0.0	0.0
3. PEI	No Entry	0	0.0	1052.5
4. PEI	No Entry	0	0.0	0.0
Subtotal		0	0	1052.5
Grand Total (Includes Cornerstone General Contractors Work Log Total)		16	126	17642.5

Homer Public Safety Building

Grubstake Avenue Homer, Alaska 99603



Date Fri 02/28/2020

Job # 1809-2

Prepared By Carl Brinkerhoff



Weather

6:00 AM	12:00 PM	4:00 PM
<p>22° </p> <p>Partly Cloudy</p> <p>Wind: 5 MPH Precipitation: .0" Humidity: 90%</p>	<p>26° </p> <p>Clear</p> <p>Wind: 7 MPH Precipitation: .01" Humidity: 85%</p>	<p>28° </p> <p>Partly Cloudy</p> <p>Wind: 7 MPH Precipitation: .01" Humidity: 74%</p>

Work Logs

Name	Description	Quantity	Hours	Hours To Date
Accel Fire	Arron onsite extending branch in to elevator shaft. <small>Carl Brinkerhoff 02/28/20 06:32PM</small>	1	2	249
Alasco Insulation		0	0	179
Carl's Drywall & Paint	Onsite painting out conference and exercise area. Applied block filler to concrete walls in locker rooms. Began infill Sheetrock at upper level elevator lobby. Continued finishes lower level. <small>Carl Brinkerhoff 02/28/20 06:35PM</small>	3	9	1028
Consolidated Roofing		0	0	477
Cornerstone, Tod Sharp, Ron Frazier, Tanner Stengel, Ryan Fox, Jim Pollock	Supervision, coordination and documentation. Completed 4x8 FRP siding panels at sally port. Continued 2x8 panels at 2line. Infilled framing around elevator openings both levels. Continued ACX under layment. <small>Carl Brinkerhoff 02/28/20 07:55PM</small>	5	8	1416
Duct or Sheet Metal	Worked at lower level ducting in vehicle evidence. <small>Carl Brinkerhoff 02/28/20 07:56PM</small>	2	4	669
East Road Services		0	0	953
Eyres Plumbing	Two journeyman plumbers, two apprentice plumbers, a journeyman pipe insulator and apprentice and a control wireman onsite today. Plumbers continued work in boiler room. Finished making up manifold for radiant slabs at detention area, ran hydronic lines for unit heaters in sally port. Insulators worked at both levels insulated piping and duct work. Control wireman terminating wiring at	7	8	878

valves and VAV's

Carl Brinkerhoff | 02/28/20 | 08:05PM

Ottis Elevator		0	0	194
Pioneer Door		0	0	28
Puffin Electric	Two journeyman electricians and an apprentice onsite. Continued fire alarm wiring. Wired roof top exhaust fans. Began cable tray installation at radio room. Pulled wire to doors for card readers and electrical hardware.	3	8	2031.5
Carl Brinkerhoff 02/28/20 08:05PM				
Total		21	157	17435

Time Cards No entry

Materials No entry

General Notes

1. Picked up flashing for exterior sign lighting and support angle.

Carl Brinkerhoff | 02/28/20 | 08:09PM

Site Safety Observations

1. Site safety protocols were observed onsite today.

Carl Brinkerhoff | 02/28/20 | 08:06PM

Quality Control Observations

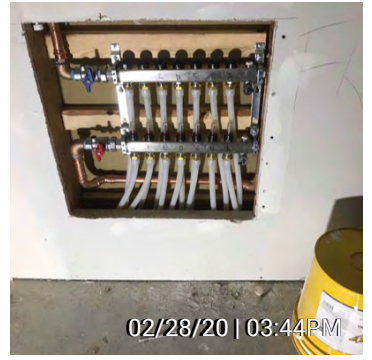
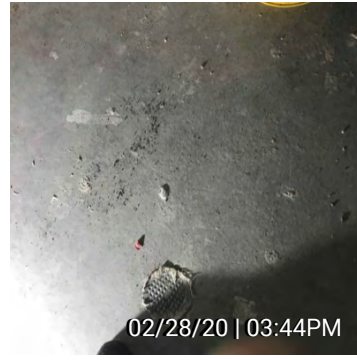
1. All materials and workmanship performed onsite today met or exceeded project specifications.

Carl Brinkerhoff | 02/28/20 | 08:07PM

Survey

Questions	N/A	No	Yes	Description
1. Any accidents on site today?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2. Any schedule delays occur?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3. Did weather cause any delays?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Any visitors on site?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Chief Roble was onsite today Carl Brinkerhoff 02/28/20 08:08PM
5. Any areas that can't be worked on?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Exterior doors and hardware. Carl Brinkerhoff 02/28/20 08:08PM
6. Any equipment rented on site?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	All terrain scissor lift Carl Brinkerhoff 02/28/20 08:08PM

Attachments



I, Carl Brinkerhoff, have reviewed and completed this report.

Carl Brinkerhoff | 02/28/20 | 08:09PM

SUBCONTRACTOR REPORTS



Fri 02/28/2020

Homer Public Safety Building: Grubstake Avenue Homer, Alaska 99603

Name	Description	Quantity	Hours	Hours To Date
1. Puffin Electric	No Entry	0	0.0	0.0
2. Eayrs Plumbing and Mechanical	No Entry	0	0.0	0.0
3. PEI	No Entry	0	0.0	1148.5
4. PEI	No Entry	0	0.0	0.0
Subtotal		0	0	1148.5
Grand Total (Includes Cornerstone General Contractors Work Log Total)		21	157	18583.5



City of Homer

www.cityofhomer-ak.gov

Public Works

3575 Heath Street
Homer, AK 99603

publicworks@cityofhomer-ak.gov

(p) 907-235-3170

(f) 907-235-3145

Memorandum

TO: Katie Koester, City Manager
FROM: Pat McNary, Project Manager
DATE: March 4, 2020
SUBJECT: NEW HOMER POLICE STATION – CONTINGENCY STATUS

The purpose of this memo is to update the City Manager on current construction contingency status on the police station project. Typical changes to the work necessitate use of the contingency. City requested changes and unforeseen site conditions come from the City contingency. Design and execution changes come from the Cornerstone contingency. Any remaining Cornerstone contingency is shared equally with the City of Homer and Cornerstone General Contractors at the end of the project. This project is approximately 58% complete as of January 31, 2020.

Original Cornerstone GC/CM Contract Amount - \$6,064,758

Changes/Contract Modifications to date:

Mod #1 – this modification supplements the initial civil portion to arrive at the total GC/CM contract amount above.

Mod #2 - \$16,467.00. For over excavation required due subsurface condition encountered. No betterments.

Mod #3 - \$5,154.00. Add toilet/sink on cell #6 – not captured in design review. No betterments.

Mod #4 – (-1,552.00) Deductive change/credit for simplification of generator placement.

Mod #5 - \$7,748.00. Add shut off valves outside cell H2O supply, add auto door openers at main entry.

Current Cornerstone GC/CM Contract Amount - \$6,092,575

Contingency Amounts at GMP Contract:

City of Homer - \$85,000

Cornerstone - \$147,921

Contingency Status:

City of Homer - \$57,183 remains – 67% of this contingency used to date

Cornerstone - \$73,862 remains – 49% of this contingency used to date.

Prepared by: Pat McNary
Project Manager

Council Initiated/Involved Projects

Date Initiated	Project	Primary Impacted Departments/Divisions	Status	Category	% Complete	Next Steps	Sponsor/Champion
March 2019 (Reso 19-018)	Green Infrastructure Study	Administration, Public Works	Draft complete. Out for comment. June 2020 final due to granting agency. Pilot project incorporated into Police Station.	Medium	90	Final report to be completed March 2020. Analyze for implementation; take photos.	Lord
Feb 2011 (Ord 11-02 SA)	Energy Conservation at City Buildings (lighting)	Public Works	Most facilities' lighting has been converted.	Medium	80	Finishing up Library and on next to Harbormaster Office.	Stroozas
May 2019 (Ord 19-17)	Ice Plant Feasibility Study	Port and Harbor	Reviewing draft	Small	75	Analyze for implementation	Stroozas
Nov 2019 (Ord 19-49 SA)	Medical Zoning District	Planning	Neighborhood meeting held Feb. 2020. Planning Commission meeting in March will discuss answers received to questions from the public and Commission. Ordinance close to final form. Still discussing building height and landscaping.	Medium	75	Possible public hearing; TBD based on PC meeting.	Smith
Reso 20-012 (A), Memo 20-015	Reopening HAWSP	Administration, Finance	Planning Commission has made recommendations.	Medium	65	Council will discuss PC recommendations and fiscal health of fund on March 9, 2020.	Castner/Lord
Oct 2019 (Reso 19-073 S)	Right of Way Clearing Policy	Administration, Public Works	Working group met three times. Have draft policy and legal opinion.	Medium	60	Incorporating final recommendations from group into final policy.	Lord/Aderhold
Sept 2019 (Ord 19-38 A S)	HERC Demolition	Public Works	Completed haz mat survey. Environmental assessor collected samples of building. City project manager working on demo estimate.	Medium	35	Receive results from lab and report from enviro. Assessor regarding cost to remove haz mat materials	Mayor/Council
Feb 2017 (Reso 16-128 SA)	New Police Station	HPD, Public Works, IT	Estimated completion date: June 1, 2020	Large	TBD based on Project Manager's report		Mayor/Council
Aug 2019 (Ord 19-35 S)	Fund Balance Policy, City-wide	Administration, Finance	Needs Council direction	Medium	25		Mayor
Dec 2019 (Ord. 19-54 S2 A2)	Wayfinding Plan/Committee	Administration	RFP has been drafted and is out for staff comment	Medium	60	Review staff input	Venuti/Smith
Sept 2019 (Memo 19-153)	Traffic Calming Policy	Administration, HPD, Public Works	Research collated. Admin staff currently working on draft policy in preparation for PW, HPD review	Medium	35	Draft policy for dept review	Lord
Memo 20-015	Climate Action Plan Progress Report	Administration, Public Works	Drafting analysis of CO2 usage at City buildings.	Medium	20	Aderhold report to local government climate action network.	Aderhold
Jan 2018 (Ord 18-03)	Large Vessel Harbor General Investigation Study	Administration, Port and Harbor (and ADOT, Army Corps)	Council authorized \$750k match; Denali Commission grant application submitted; Army Corps of Engineers has this project listed for 2021-2022 budget	Large	5	Procure professional oversight; get DOT onboard as partner	Lord/Smith
Dec 2019 (Ord 19-51 A)	Spit ADA Parking Improvements	Port and Harbor, Public Works	Staff researching potential grant funds	Medium	0		Aderhold
Dec 2019 (Ord 19-51 A)	Spit Parking Study	Port and Harbor, Public Works	RFP has been drafted and is out for staff comment	Medium	5	Review staff input	Lord

Attention: City Councils, Village Councils & Tribal Councils

Want to make you aware of UAF Cooperative Extension Service and the RREA program with some sample publications and a list of useful websites to explore and help learn about Alaska's forests and the issues facing them. Please contact us for more information or publications.

RREA



www.uaf.edu/ces/rrea

Publications



**How to Cut Down a Tree:
Safe & Effective Tree Felling,
Limbing and Bucking**
FWM-00200

**Plant a Tree:
An Alaska Guide to Tree
Selection, Planting & Care**
HGA-00437

Pest ID



www.uaf.edu/ces/ipm

Ask an Expert



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877-520-5211  www/uaf.edu/ces

The Renewable Resources Extension Act (RREA) is a nationwide forestry education/information Extension program coordinated by land-grant colleges across the United States, including the University of Alaska Fairbanks. RREA funds projects and publications on forestry issues, wood energy, forest pests and more.