

HOMER CITY COUNCIL
491 E. PIONEER AVENUE
HOMER, ALASKA
www.cityofhomer-ak.gov



SPECIAL MEETING
5:00 P.M. TUESDAY
MARCH 24, 2015
COWLES COUNCIL CHAMBERS

MAYOR BETH WYTHE
COUNCIL MEMBER FRANCIE ROBERTS
COUNCIL MEMBER DAVID LEWIS
COUNCIL MEMBER BRYAN ZAK
COUNCIL MEMBER BEAUREGARD BURGESS
COUNCIL MEMBER GUS VAN DYKE
COUNCIL MEMBER CATRIONA REYNOLDS
CITY ATTORNEY THOMAS KLINKNER
CITY MANAGER MARVIN YODER
CITY CLERK JO JOHNSON

SPECIAL MEETING AGENDA

- 1. CALL TO ORDER, 5:00 P.M.**
- 2. AGENDA APPROVAL** (Only those matters on the noticed agenda may be considered, pursuant to City Council’s Operating Manual, pg. 5)

3. NEW BUSINESS

A. Interviews for City Manager Candidates

Matt Clarke

Page 7

Comments of the audience on Matt Clarke only

Katie Koester

Page 17

Comments of the audience on Katie Koester only

Comments of the audience on both Matt Clarke and Katie Koester

Council open discussion

Memorandum 15-045, from City Clerk, Re: Request for Executive Session Pursuant to AS 44.62.310 (A-C)(2) Subjects That Tend to Prejudice the Reputation and Character of Any Person, Provided the Person May Request a Public (Discuss Character of Candidates Matt Clarke and Katie Koester). ***Page 21***

Memorandum 15-046, from City Clerk, Re: Request for Executive Session Pursuant to AS 44.62.310 (c)(1)-(2) Matters, the Immediate Knowledge of Which Would Clearly Have

an Adverse Effect Upon the Finances of the City, and Matters Which by Law, Municipal Charter, or Ordinance are Required to be Confidential (Discuss Compensation of City Manager Candidate). **Page 23**

- 4. COMMENTS OF THE AUDIENCE**
- 5. COMMENTS OF THE CITY ATTORNEY**
- 6. COMMENTS OF THE CITY CLERK**
- 7. COMMENTS OF THE CITY MANAGER**
- 8. COMMENTS OF THE MAYOR**
- 9. COMMENTS OF THE CITY COUNCIL**

- 10. ADJOURNMENT**

Next Regular Meeting is Monday, April 13, 2015 at 6:00 p.m. and Committee of the Whole 5:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

City Manager Interview Questions

0-10 Points for questions 1-15

- _____ 1. What do you believe are your most significant achievements or accomplishments to date? How would those achievements apply to Homer and its operation?
- _____ 2. Please identify what you feel are your strengths and weaknesses.
- _____ 3. Describe your management style in relation to communicating, decision-making, morale-building, and effecting change. What do you do to maintain your leadership and management skills?
- _____ 4. What do you think the primary role of the City Manager is relative to involvement with the community and accessibility to the public?
- _____ 5. How would you deal with citizen complaints and have you had any experience with lawsuit resolution?

_____ 6. Describe your philosophy and experience regarding the relationship between private development and planning and zoning.

_____ 7. Describe your thoughts on the role of government and its relationship to the private sector.

_____ 8. The Council has recently embraced a “Strategic Doing” concept. Are you familiar with this concept? Describe your approach to strategic planning and/ or goal setting with the Council and staff.

_____ 9. What is your approach to risk management as it pertains to municipal government?

_____ 10. What experiences have you had with labor relations, personnel matters, and grievance procedures?

_____ 11. Economic Development is a critical concern of our community. What successes have you had in stimulating or organizing economic development activities in a community?

_____ 12. One of the greatest challenges our community faces is balancing economic development with quality of life. How would you address this issue if you were selected?

_____ 13. What is your perception of Homer's economic base and employment opportunities? What ideas do you have for economic diversification?

_____ 14. You will be providing leadership for over 100 employees, please describe your approach to management.

_____ 15. If you are selected as City Manager, what would your plan be for the first 30 days?

No Points for questions 16 & 17

16. If offered the position, when could you start?

17. Do you have any questions?

Matt Clarke

Deputy Harbormaster

14th March 2015

Andrea Browning

Personnel Director

& Homer City Council

491 East Pioneer Avenue

Homer

Alaska

99603

Matt Clarke

Deputy Harbormaster

4350 Homer Spit Road

Homer

Alaska

99603

Phone

(907) 235-3160

Email

mclarke@ci.homer.ak.us

Website

www.cityofhomer-ak.gov/port

Re: Internal Job Posting, City Manager

Dear Homer City Council,

I have envisioned pursuing employment as the Homer city manager and once considered my eventual eligibility might come through the culmination of experience and responsibility learned through the natural progression of the job ladder within our organization, i.e., first department head, then city manager. Given the current challenge faced by the city of Homer to seek a qualified leader, I am compelled to submit my resume and ask you to consider the following.

My core qualifications include a bachelor's degree in business administration, seven years managerial authority of 12 employees and direct budgetary oversight of a 1.3 million dollar operations budget as the deputy harbormaster, experience working with the Homer city council and port & harbor commission under assignment as the acting port director, successful grant writing with ADEC and DHS, a strong understanding of local, state and federal environmental laws which resulted in the state's first Clean Harbor certification, and experience with employee health benefits as the former chairman of the City of Homer's Employee Committee.

Most importantly, I understand the needs and requirements of our community with respect to public safety, environmental stewardship, and the economy. I conduct business as a customer service oriented manager and leader; supporting a port & harbor department that is open for commerce 24 hours day. My qualifications are further supported by my previous work history in Homer; including seven years self-employment in the commercial fisheries, nine years ownership of a marine transportation and tour business, and two years employment in the North Slope oil field.

I respectfully offer to the Homer city council, my services as city manager under a six month probationary term. One that allows me to return to my position as the deputy harbormaster if I am not the right fit.

Sincerely,



Matt Clarke

Matt Clarke

Deputy Harbormaster

EDUCATION

W. Washington University
Bachelor of Arts
Business Administration
Bellingham | 1994

Roosevelt High School
General Education
Seattle | 1989

EXPERTISE

Customer Service
Communication
Report Writing
Public Speaking
Policy Enforcement
Regulatory Compliance
Conflict Resolution
Emergency Response
ICS 300 & 400 Training
Vessel Towing

TECHNOLOGY

Microsoft Office Software
Marina Database Software
Programmable VHF Software
Video Surveillance
Social Media

WORK EXPERIENCE

City of Homer, Port & Harbor Department
Deputy Harbormaster, Core Duties As Assigned
Homer, Alaska | May 2008 – present

Charged with management of the operations division within the port & harbor department that is open for business 24 hours a day .

- Supervises five full time and seven seasonal employees, responsible for scheduling, training, performance evaluation and discipline
- Budget preparation and oversight of a 1.3 million dollar operations budget.
- Oversees the interface between operations and administration for vessel moorage tracking, database records, facilities usage, services rendered and all associated revenue streams.
- Responsible for customer contact and processing of all delinquent accounts
- Enforces terminal tariff policies under the authority of the port director
- Manages approximately 700 annual vessel-stall lease assignments.
- Assists the port director as an alternate facility security officer in accordance with 33 CFR 105 waterfront facility security regulations.
- Assists the port director with federal, state, and local environmental compliance.
- Implements best management practices in accordance with Alaska Clean Harbor's guidelines.
- Responds to fire, medical, and environmental emergencies

City of Homer, Port & Harbor Department
Deputy Harbormaster, Other Duties As Assigned
Homer, Alaska | May 2008 – present

- Attends Homer city council and port & harbor commission meetings under the assignment as acting port director.
- Collaborated with staff to draft resolution 14-019(A) and testified to the Homer city council on behalf of the port & harbor.
- Drafted ordinance 12-59 and supporting documents, accepting grant funding from the ADEC for HAZWOPER training.
- Drafted the port & harbor, Alaska Clean Harbor's application resulting in certification in accordance with resolution 10-61.
- Served as chairman of the employee committee drafting a comprehensive summary of employee health care benefits and costs with presentation to the Homer city council.
- Drafted the DHS grant application associated with the deep water dock security gate and video surveillance equipment in accordance with ordinances 09-56 and 12-04.

Matt Clarke

Deputy Harbormaster

Credit Score

Credit Score of 816

Equifax(range 334 to 818)
Homer, Alaska | 2015

A result of a recent credit application, my near-perfect credit score should bring some assurance to the Homer city council as to how I conduct my personal finances.

Particularly, since the city manager is in charge of an 18 million dollar operating budget.

Training & Certificates

ICS 300 & 400 emergency management
State of Alaska ETT certified
India-Tango STCW marine firefighting
USCG 100 ton merchant mariners license

REFERENCES

Mr. Bryan Hawkins
| Port Director
Port of Homer, Alaska
Tel: (907) 399-6003
Email: bhawkins@ci.homer.ak.us

Mr. Ian Pitzman
| Owner/Member
Fortune Sea, LLC
Tel: (907) 299-1159
Email: ian@fortunesea.net

Mrs. Andrea Petersen
| Human Resources Gen.
Sierra Nevada Corporation
Tel: (775) 409-2233
Email: andrea.petersen@sncorp.com

ADDITIONAL PROFESSIONAL EXPERIENCE

Port Security & Screening Services **Owner**

Homer, Alaska | April 2014 - present

Providing screening services for vessels requesting security in accordance with 33 CFR 105 waterfront facility security regulations. Employing three seasonal, part-time employees. Secondary employment form on file with personnel department.

Smoke Wagon Water Taxi & Charter, LLC **Managing Member**

Homer, Alaska | 1998 - June 2007

A seasonal business, providing marine transportation, kayak rentals, and tours to all destinations within Kachemak Bay. Employed up to four seasonal part-time employees and three vessel captains.

Peak annual operating budget of \$175,000 and assets valued at \$250,000.

Commercial Fishing, Self-Employment

Crew Member, Deck Hand

Coastal Alaska | 1992 - 1996 and 1999 - March 2001

Bering Sea crab
Cook Inlet salmon drift, permit & vessel owner, and crewmember
Herring seine & tender
Halibut longline

Nabors Alaska Drilling, Inc

Roughneck

Prudhoe Bay, Alaska | 1996 - December 1998

Employed as a roughneck on rig 18-E, drilling oil wells under contract with BP and ARCO.

CAREER HIGHLIGHTS

I think the single most important accomplishment in my career has been assisting the port director in the mitigation of the derelict and abandoned vessels that once plagued our community. Approximately 15 vessels ranging from 50' to 400' have been removed from the harbor and city owned beaches since 2010. We are now considered experts in this field and Homer is no longer at risk from their potential to pollute our waterways.

CITY OF HOMER
HOMER, ALASKA

City Manager/
Deputy Harbormaster

ORDINANCE 12-59(S)

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA, ACCEPTING AND APPROPRIATING A REIMBURSABLE GRANT IN THE AMOUNT OF \$8,000 FROM THE STATE OF ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION FOR HAZARDOUS MATERIALS TRAINING AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE APPROPRIATE DOCUMENTS.

WHEREAS, The Homer Port and Harbor Department has received a grant for anhydrous ammonia gas safety training (HAZWOPER) from the State of Alaska Highway Department of Environmental Conservation; and

WHEREAS, The grant is in the amount of \$8,000.00 and will be used for the Homer Port and Harbor and HVFD's employees and volunteers to conduct HAZWOPER training and a joint exercise involving an emergency response to the Port and Harbor's Ice Plant; and

WHEREAS, The purpose of the grant is to ensure the protection of the lives of our emergency responders, the general public and its property, and to prevent a disruption in our region's economy.

NOW, THEREFORE, the City of Homer Ordains:

Section 1. That the City Council hereby accepts and appropriates a State of Alaska Department of Environmental Conservation grant for HAZWOPER training and a joint exercise as follows and hereby authorizes the City Manager or his designee to execute the appropriate documents:

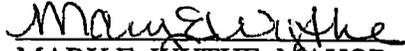
<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
Revenue 415-932	Alaska Department of Environmental Conservation Grant	\$8,000.00
<u>Expenditure:</u> 415-932	Professional Services	\$8,000.00

Section 2. All actions taken by the City Manager regarding the acceptance of the grant referred to above and execution of documents regarding the grant before the effective date of this ordinance are hereby ratified and confirmed.

Section 3. This ordinance is a budget amendment only, is not of a permanent nature and is a non code ordinance.

PASSED AND ENACTED by the Homer City Council this 14th day of January, 2013.

CITY OF HOMER


MARY E. WYTHE, MAYOR

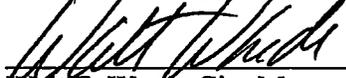
ATTEST:


JO JOHNSON, CMC, CITY CLERK

Introduction: 12/10/12
Public Hearing: 1/14/13
Second Reading: 1/14/13
Effective Date: 1/15/13

Ayes: 5
Noes: 0
Abstain: 0
Absent: 1

Reviewed and approved as to form:


Walt E. Wrede City Manager


Thomas F. Klinkner, City Attorney

Date: 1/21/13

Date: 1/25/13

Fiscal Note: Fiscal information included in body of Ordinance.



City of Homer

Port / Harbor

4350 Homer Spit Road
Homer, Alaska 99603-8005

Telephone (907) 235-3160

Fax (907) 235-3152

E-mail port@ci.homer.ak.us

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

MEMORANDUM

TO: HOMER CITY COUNCIL

CC: PORT DIRECTOR/HARBORMASTER BRYAN HAWKINS, CHIEF OF POLICE MARK ROBL, FIRE CHIEF BOB PAINTER, & CITY MANAGER WALT WREDE

FROM: MATT CLARKE, DEPUTY HARBORMASTER

DATE: NOVEMBER 30, 2012

SUBJECT: ANHYDROUS AMMONIA HAZWOPER TRAINING

As you are aware, the Port and Harbor department operates an anhydrous ammonia gas refrigeration and ice production plant on the Homer Spit. Anhydrous ammonia gas is classified as a hazardous material containing corrosive and flammable properties. The Ice Plant has the capacity to hold up to 4,000 lbs. of ammonia in its operating system; and can produce 100 tons of ice in a 24 hour period. This plant is vital to our region's commercial fisheries and economy, yet presents a significant hazard in the event of an emergency.

The Port and Harbor and Homer Volunteer Fire Department have identified the need to pursue ammonia gas HAZWOPER training in order to maintain our employees' and volunteers' current level of preparedness and to conduct a joint training exercise involving an emergency response at the Ice Plant. The purpose of this training shall ensure the further protection of the lives of our emergency responders, the general public and its property, and help to prevent a disruption in our region's economy.

The Port and Harbor recently contacted iWorkWise, a firm specializing in anhydrous ammonia gas HAZWOPER training, who proposed two training courses: a 4-hour responder awareness course to be offered to the members of HVFD, and an 8-hour first responder course to be offered for City employees charged with emergency response duties. The proposed training dates are January 8th and 9th, 2013. A joint training exercise involving the Port and Harbor and HVFD shall be conducted during the evening of January 9th. **The total estimated cost of training, including the instructor's travel and per diem, is \$8,000.**

On March 13, 2000, the Homer City Council adopted Resolution 00-31 and engaged in a Community Spill Response Agreement with ADEC. Section 12 of the CSRA provides for reimbursement of the local government for costs associated with preparedness training and joint exercises. On November 29, 2012, ADEC drafted a Memorandum of Agreement in support of our proposed hazardous materials safety training and indicated its willingness to reimburse the City of Homer up to \$8,000 for the associated costs.

Recommendation:

Approve Ordinance 12-xxx, accepting and appropriating a reimbursable grant in the amount of \$8,000 from the Alaska Department of Environmental Conservation for hazardous materials training.

Fiscal Note:



City of Homer

Port / Harbor

4350 Homer Spit Road
Homer, Alaska 99603-8005

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Fax (907) 235-3152
E-mail Port@ci.homer.ak.us
Web Site <http://port.ci.homer.ak.us>

February 23, 2009

Lieutenant Michael Franklin
Marine Safety Detachment
150 North Willow Street, Suite 41
Kenai, AK 99611

RE: Derelict & Abandoned Vessels

Dear Captain Hamilton,

We are writing on behalf of the Port of Homer in regard to the recent clean up operation conducted by the USCG, ADEC, and Alaska Chadux aboard the Husky II, currently moored in Seldovia harbor. We were pleased to learn the USCG conducted its inspection of Husky II and deemed it an imminent threat to the environment, public health and welfare, and ultimately classified the vessel as a federal clean-up site that was eligible for funding from the Oil Spill Liability Trust Fund established by the Oil Pollution Act of 1990.

What is District 17's long term plan for the Husky II? Is she to remain berthed in the Seldovia harbor once the hazardous materials have been removed? Are there federal contingencies or laws that call for the removal of such derelict and abandoned vessels from public ports, harbors, and waterways? If so, what are the mechanisms that implement action?

Historically, Alaskan ports and harbors have protected themselves individually from potential derelict and abandoned vessels by imposing such standards as the requirement of pre-paid moorage, proof of insurance, and mandatory underway policies. Vessels unable to meet such standards often leave port or are detoured, in advance, to ports with weaker protective measures. The Husky II departed the Homer Harbor 2002 and ultimately found moorage in Seldovia. Policies to mitigate such vessels berthed in our port include impound, seizure, and public auction. However, once a state of dereliction and abandonment has been achieved, many vessels are no longer of value and it is cost prohibitive for a potential new owner to engage in restoration. Ultimately, the Alaskan ports and local communities are burdened with the costs and responsibilities of caring for these vessels.

It is our intent to have the problem of derelict and abandoned vessels not only recognized at the local level, but as a state and federal problem; one that presents considerable public safety and environmental issues, congests our harbors, and burdens regional economies. It is a problem that has become too immense for any single port or community to remedy individually.

Recent improvements to commercial fishing vessels and gear types, changes in fisheries management policies such as IFQs, rationalization, "vessel buy back" programs, and the volatility of marine based economies have brought about a reduction and consolidation in many traditional fishing fleets. The majority of affected and displaced vessels compose a fleet of little or no economic value. These vessels represent the highest risk of potential derelict and abandoned candidates.

What will the cost be when a vessel like the Husky II, the Inlet Harvester, or the old passenger ferry anchored in Seldovia Bay sink due to their abandoned status?

This year marks the 50th anniversary of statehood for Alaska. Much of the legislative effort in our state has been focused on the growth of a resourced based economy with little consideration given to industry decline and closure. Future legislation as it pertains to fisheries management and fleet reduction should also include the disposal of displaced vessels. We recognize the need for a comprehensive marine industry plan that includes a “cradle to grave” policy.

Although the practice of scuttling vessels has been a tolerated method for disposing of derelict and abandoned vessels, current environmental regulations make it extremely difficult (and expensive), if not impossible, to achieve the necessary EPA certification in order to scuttle. In our opinion, this method of disposal is not an expedient or sustainable long term solution to the problem.

We believe the answer to this growing problem is to establish a state or federally funded ship breaking facility in Alaska. One that is capable of handing the job of recycling, salvaging equipment of value, and disposing of hazardous materials in an environmentally safe and responsible manner. Such a facility could provide jobs, strengthen the economy, protect the environment, and provide the responsible answer to the disposal of derelict and abandoned vessels. The profit margins involved in scrap and salvage endeavors are just too narrow to attract private industry’s interest in solving this problem.

This year there is an opportunity for federal economic stimulus grants. Much of the criteria required for funding calls for the development of programs that stimulate economic growth, benefiting the communities and regional economies. Justification for funding from this source would be pollution mitigation, reclaiming valuable moorage space in the harbors for commerce, creation of industry and jobs, and the responsible management of a long term problem.

Capitan Hamilton, within the region of district 17, there is existing infrastructure and established facilities capable of hauling large vessels. It is not difficult to imagine the possibility of establishing legislative action to work toward an economically feasible solution to dispose of derelict and abandoned vessels.

We are interested in engaging in dialogue to work for a sensible and sustainable solution to this problem.

Sincerely,

Matt Clarke
Deputy Harbormaster

Bryan Hawkins
Port Director

Mary Katherine (Katie) Koester
58481 Bruce Avenue
Homer, Alaska 99603

March 13, 2015

Mayor Wythe and Homer City Council
City of Homer
491 E. Pioneer Ave
Homer, Alaska 99603

Honorable Mayor Wythe and Homer City Council,

Thank you for the opportunity to apply for the position of City Manager. When I moved from state to local government I did so with municipal management as my career goal. Since then I have learned about the inner workings of the City, the relationships that make it tick, and the many demands on time, resources, and energy Homer expects of government.

I have the communication skills necessary to be Homer's City Manager. My work experience at the Alaska State Legislature and the City of Homer has taught me how to listen to people and make them feel heard. I identify with and respect all types of people and have spent as much time discussing issues with elected officials in suits and ties as commercial fisherman in Xtratufs and Nomar fleece. I represent the City on four boards and regularly communicate with the Legislature on behalf of the City. I promote Homer through various publications and am often tasked with high-profile projects like putting on the Citizen's Academy, Governor's Picnic, or Strategic Doing.

Homer's City manager needs to be able to see the big picture. I am a generalist by trade. My work day can bounce between seemingly disparate topics: researching funding for the Deep Water Dock, writing a resolution on tidal power, handling a complaint about the gas line, attending a meeting on community health improvement, and an evening speaking engagement on economic development. This has taught me how to take a holistic view and connect resources to find solutions. I am not an expert on any of these topics, but I know how to find information and bring stakeholders to the table.

I am deeply committed to this community, was born and raised here, am raising my boys here, and want to be part of Homer's growth and success as City Manager. Thank you for considering me for that responsibility.

Sincerely,



Katie Koester

MARY KATHERINE (KATIE) KOESTER

58481 Bruce Avenue • Homer, AK 99603 • 907.299.7718 • katherineshows@yahoo.com

WORK EXPERIENCE

COMMUNITY & ECONOMIC DEVELOPMENT COORDINATOR *City of Homer, Homer, AK*

12/2011-present

- Represent the City on the Kenai Peninsula Economic Development District, Homer Chamber of Commerce, Homer Marine Trades Association and MAPP.
- Facilitate government relations for the City with state and federal representatives including travel to Juneau, advocating for legislation, and hosting public officials.
- Implement special requests from the City Manager and Council. Examples include the Governor's Picnic, Citizen's Academy and Strategic Doing.
- Spearhead the annual Capital Improvement Plan process from collecting and identifying new projects to advocating and finding funding for projects.
- Market Homer through projects such as *Alaska North to the Future* and promoting the marine trades.
- Public information contact for the Natural Gas HSAD which involves authoring publications, fielding questions, organizing meetings and managing the website.
- Research and write grants such as the \$4.2 million grant for Harbor Improvement Projects.
- Staff the Economic Development Commission which includes planning meetings, agenda content and researching requests from commissioners.
- Write resolutions and ordinances as requested by the City Manager.

CHIEF OF STAFF *Representative Paul Seaton, Homer, AK*

11/2004-12/2011

- Manage 7-10 bills through the legislative process annually, including HB 25-Public Recreational Use Easements and the House version of SB 141-Creating a New Tier for PERS & TRS Employees.
- Spokesperson for the Representative at capital budget meetings, hearings on controversial issues, conferences and other public meetings.
- Mediate between constituents and state agencies; successfully helped Voznesenka Village resolve issues with DEC to complete a piped water system and alternative village access.
- Closely follow the state operating and capital budgets, including attending finance subcommittee meetings and preparing budget amendments.
- Review and prioritize hundreds of capital budget grant requests from cities and communities working behind the scenes with legislators.
- Advise district 35 communities on potential funding opportunities such as \$6 million for Cruise Ship Dock and Passenger Facility Improvements in Homer.
- Educate the public about government through a weekly newsletter and direct outreach.
- Oversee two staff and one intern.

CAMPAIGN MANAGER *Seaton for State House, Homer, AK*

6-11/ 02, 04, 06, 08, 10

- Ran five successful State House campaigns in a district of 13,500 voters.
- Composed and successfully executed 5 campaign plans, establishing and implementing timelines, budgets, and fundraising and marketing strategies.
- Recruited and managed an average of 20 volunteers per campaign.
- Designed and authored over 50 pieces of campaign literature.

EDUCATION

UNIVERSITY OF ALASKA SOUTHEAST, Master of Public Administration, *in progress via distance education*

PONTIFIC CATHOLIC UNIVERSITY OF CHILE, Master of Political Science, *graduated with distinction 2005*

- Thesis: "Chilean Women in Positions of Political Power: the Masculanization of Power."
- Rotary Ambassadorial Scholar: Fellowship required promoting mutual cultural understanding by speaking at dozens of Rotary meetings, service projects and graduate studies.

SMITH COLLEGE, B.A., Government, *cum laude 2002*

- Varsity Athlete: Crew 1998-2002; Co-captain 2002; NCAA Academic All-American 2002.

RELEVANT TRAINING

- FEMA Incident Command System 100, 200, 300, 400, 700, 800b and NIMS ICS All-Hazzard Liaison Officer.
- Alaska Funding Exchange Grant Writing Intensive Course.

SERVICE

- Kachemak Bay Rotary Club, member 2007-present. International Committee Co-chair, 2009-2011; District Conference Planning Committee, 2011; board member 2011-2014.
- Kachemak Bay Family Planning Clinic, board member 2005-2011. Organized Iron Chef Fundraiser 2007; Gaming Committee Chair, 2011.

SKILLS

- Proficient in Microsoft Word, Excel, Power Point and Adobe InDesign.
- Excellent verbal and written communication skills.
- Fluent in Spanish.



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

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

Memorandum 15-045

TO: MAYOR WYTHE AND CITY COUNCIL

FROM: JO JOHNSON, MMC, CITY CLERK

DATE: MARCH 19, 2015

SUBJECT: REQUEST FOR EXECUTIVE SESSION PURSUANT TO AS 44.62.310 (A-C)(2)
SUBJECTS THAT TEND TO PREJUDICE THE REPUTATION AND CHARACTER OF
ANY PERSON, PROVIDED THE PERSON MAY REQUEST A PUBLIC DISCUSSION
(DISCUSS CHARACTER OF CANDIDATES MATT CLARKE AND KATIE KOESTER).

Pursuant to Council's Operating Manual – "Any Councilmember, the Mayor or City Manager may place consideration of an executive session on the agenda..."

Mayor Wythe has requested an Executive Session regarding "Discuss Character of Candidates Matt Clarke and Katie Koester" for the Special Meeting of March 24, 2015. This has been publicly and internally noticed since that time.

RECOMMENDATION:

Approve the request for Executive Session and conduct immediately in the Conference Room.



City of Homer

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Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum 15-046

TO: MAYOR WYTHE AND CITY COUNCIL

FROM: JO JOHNSON, MMC, CITY CLERK

DATE: MARCH 19, 2015

SUBJECT: REQUEST FOR EXECUTIVE SESSION PURSUANT TO AS 44.62.310 (C)(1)-(2) MATTERS, THE IMMEDIATE KNOWLEDGE OF WHICH WOULD CLEARLY HAVE AN ADVERSE EFFECT UPON THE FINANCES OF THE CITY, AND MATTERS WHICH BY LAW, MUNICIPAL CHARTER, OR ORDINANCE ARE REQUIRED TO BE CONFIDENTIAL (DISCUSS COMPENSATION OF CITY MANAGER CANDIDATE).

Pursuant to Council's Operating Manual – "Any Councilmember, the Mayor or City Manager may place consideration of an executive session on the agenda..."

The City Council has requested an Executive Session regarding "Discuss Compensation of City Manager Candidate" for the Special Meeting of March 24, 2015. This has been publicly and internally noticed since that time.

RECOMMENDATION:

Approve the request for Executive Session and conduct immediately in the Conference Room.