

ACTION AGENDA

Tuesday, May 30, 2017
Committee of the Whole
Regular Meeting

COMMITTEE OF THE WHOLE AGENDA

1. CALL TO ORDER, 5:00 P.M.

Mayor Zak called the meeting to order at 5:00 p.m.

Councilmembers Erickson and Reynolds were excused (timely notice was given)

2. AGENDA APPROVAL (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual, pg. 6)

The agenda was approved by consensus of the Council.

3. CONSENT AGENDA

4. REGULAR MEETING AGENDA

5. COMMENTS OF THE AUDIENCE

There were two who commented.

6. ADJOURNMENT NO LATER THAN 5:50 P.M.

Mayor Zak adjourned the meeting at 5:50 p.m.

REGULAR MEETING AGENDA

Session 17-13 a Regular Meeting of the Homer City Council was called to order on May 30, 2017 at 6:00 p.m. by Mayor Zak at the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

Committee of the Whole 5:00 p.m. in Homer City Hall Cowles Council Chambers.

PRESENT: COUNCILMEMBERS: ADERHOLD, ERICKSON, LEWIS, SMITH, STROOZAS

ABSENT: LEWIS (excused)

STAFF: CITY MANAGER KOESTER

CITY CLERK JACOBSEN
LIBRARY DIRECTOR DIXON
POLICE CHIEF ROBL

Councilmember Reynolds has requested excusal.

Department Heads may be called upon from time to time to participate via teleconference.

2. AGENDA APPROVAL

(Addition of items to or removing items from the agenda will be by unanimous consent of the Council. HCC 2.08.040.)

The following changes were made: **CONSENT AGENDA** – Memorandum 17-077 from City Clerk Re: New Liquor License for Homer Spit Oyster Bar, Letter from Kenai Peninsula Borough Clerk stating non-objection; Memorandum 17-078(S) from Deputy City Clerk Re: Confirmation of Election Judges for the City of Homer June 13, 2017 Special Election; **NEW BUSINESS** Memorandum from Councilmember Stroozas Re: Operational Cost Reductions at the Homer Public Library, Written Public Comment.

The agenda was approved by consensus of the Council.

3. MAYORAL PROCLAMATIONS AND RECOGNITIONS

A. Mayor's Proclamation, Mary Epperson Day, June 6th.

4. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA

There were five who commented.

5. RECONSIDERATION

6. CONSENT AGENDA

(Items listed below will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Meeting Agenda at the request of a Councilmember.)

A. Homer City Council unapproved Special Meeting Minutes of May 2, 2017 and Regular Meeting Minutes of May 8, 2017. City Clerk. Recommend adoption.

- B. **Memorandum 17-076** from Mayor Zak, Re: Reappointment of Susan Fallon to the Library Advisory Board and the Appointment of Grant Garroute to the Cannabis Advisory Commission.
- C. **Memorandum 17-077** from City Clerk, Re: New Liquor License for Homer Spit Oyster Bar.
- D. **Ordinance 17-21**, An Ordinance of the City Council of Homer, Alaska, Amending the FY 2017 Operating Budget by Appropriating \$8,000 from the Homer Accelerated Roads and Trails Program (HART) in Addition to In-Kind Contributions to Build the Woodard Creek Upper Trail at Karen Hornaday Park. Smith. Recommended dates: Introduction May 30, 2017, Public Hearing and Second Reading June 12, 2017.
- E. **Ordinance 17-22**, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code 19.04.090 to Allow Upright and Flat Memorial Markers at the Hickerson Memorial Cemetery and Defining Their Dimensions and Composite. City Manager/City Clerk. Recommended dates: Introduction May 30, 2017, Public Hearing and Second Reading June 12, 2017.
- F. **Ordinance 17-23**, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds in the Amount of \$2,344,784 from the Homer Permanent Fund to Pay Off the Library Construction Loan and Help Fund a New Police Station, and Repealing HCC Chapter 3.12, Permanent Fund. Lewis. Recommended dates: Introduction May 30, 2017, Public Hearing and Second Reading June 12, 2017.
- G. **Resolution 17-050**, A Resolution of the City Council of Homer, Alaska, Confirming the Appointment of Melissa Jacobsen as City Clerk. City Manager. Recommend adoption.
- H. **Resolution 17-051**, A Resolution of the Homer City Council Confirming the City Manager's Appointment of Rick Abboud as Acting City Manager for Calendar Year 2017. City Manager. Recommend adoption.
- I. **Resolution 17-052**, A Resolution of the City Council of Homer, Alaska, Designating Signatories of City Accounts and Superseding Any Previous Resolution So Designating. City Manager. Recommend adoption.
- J. **Resolution 17-053**, A Resolution of the Homer City Council Establishing the Property Tax Mill Levy Rate at 4.5 for 2017. City Manager. Recommend adoption.

- K. **Resolution 17-054**, A Resolution of the Homer City Council Establishing a 2017 Mill Rate of 9.962541 Mills for the Ocean Drive Loop Special Service District. City Manager. Recommend adoption.
- L. **Resolution 17-055**, A Resolution of the Homer City Council Electing to Participate in the AMLJIA Loss Control Incentive Program for the City of Homer for the 2016-2017 Policy Year. City Manager/Finance. Recommend adoption.
- M. **Resolution 17-056**, A Resolution of the City Council of Homer, Alaska, Adopting the Policies and Guidelines for the Hickerson Memorial Cemetery. City Manager/City Clerk. Recommend Public Hearing June 12, 2017.
- N. **Resolution 17-057**, A Resolution of the Homer City Council Approving an Assignment of Lease at the Airport Terminal and Awarding Heather Temple and Amanda Moran, dba Flying Whale Coffee, a Lease Ending July 31, 2020, With One, Five-Year Option to Renew, at an Annual Base Rent of \$3,876 and Authorizing the City Manager to Execute the Appropriate Documents. City Manager. Recommend adoption.
- O. **Resolution 17-058**, A Resolution of the Homer City Council in Support of the Kenai Peninsula Borough's Continued Commitment to Fund K-12 and Post-Secondary Education. Aderhold. Recommend adoption.
- P. **Memorandum 17-078**, from Deputy City Clerk, Re: Confirmation of Election Judges for the City of Homer June 13, 2017 Special Election.

The consent agenda was approved by consensus of the Council.

7. VISITORS

- A. Tim Dillon, Executive Director, Kenai Peninsula Economic Development District, 10 minutes.

Tim Dillon, Executive Director, Kenai Peninsula Economic Development District, gave a summer update from the KPEDD, including goals, projects, programs, and partnerships. He reviewed their website updates and provided information on demographics, and wages and income trends.

8. ANNOUNCEMENTS/PRESENTATIONS/BOROUGH REPORT/COMMISSION REPORTS (10 minute limit per report)

A. Borough Report

Kelly Cooper, Kenai Peninsula Borough Assembly member commented that the Borough Assembly is will be holding their final budget hearing on June 6th as well as an ordinance changing the seasonal sales tax exemption on non-prepared foods from 9 months to 6 months. She reported the Mayor has proposed a general fund a mil rate increase from 4.5 to 5 percent. They are in the process of Board of Equalizations meetings and some will be held in Homer to accommodate our area. The Assembly set the floor for the school district funding at their last meeting. She commented about the complicated process of setting the floor for school district funding and the issue with maintaining the positions for the qualified teachers. There will be a presentation from the School District at the next meeting and she encouraged people to send comments and testimony to the Assembly. The Borough held their first online surplus auction sale and it was very successful with net receipts of approximately \$122,000, double from last year, and a 50% reduction in employee wages. A one-year pilot program for a composting project in the Homer area has been proposed to target up to 20 businesses in the Homer city limits that would provide food products for the composting site. The goal is to divert enough food waste to make the project financially feasible, thus saving taxpayer money and reducing the amount of food waste deposited at the landfill. Gregoire Construction will operate the composting operation. What's exciting about the project is that it was produced by a high school student several years ago on Caring for the Kenai. Lastly she reported the ordinance passed creating the Eastern Peninsula Highway Emergency Service Area, and was also passed at the State legislature the same night. They are looking for board members and there will be a couple of at large seats. The service area will be paid for by PILT funds.

B. Commissions/Board Reports:

1. Library Advisory Board

Mark Massion, Library Advisory Boardmember, commented that previous Councils reduced the Board's meeting schedule so they won't be meeting again until August and then again in October. The library is functioning, people have signed up for the summer reading program and there is a computer program going on this week for 15 kids to learn programming. The cruise ship visitors enjoy the library and we're happy to have them here. Most importantly they library will continue to have it's doors open and will continue to be a place for the kids to be when the school schedules change.

2. Homer Advisory Planning Commission

3. Economic Development Advisory Commission

Karin Marks, Chair, and Rachel Lord, Commissioner, of the Economic Development Advisory Commission commented to the Council about the work the group is doing on the Business

Retention and Expansion Program survey. They have encompassed feedback from the council and updates to the mailing list, expanding it to include not only business license holders in the city, but also fishing permit holders. Their budget should remain the same with the addition of the fishing permit holders and their goal is to notify as many people as possible regarding the survey.

4. Parks Art Recreation and Culture Advisory Commission

Deb Lowney, Commissioner of the Parks Art Recreation and Culture Advisory Commission, reported the Commission is working to complete ongoing tasks on their agenda to get them off the table. There has been some work done in parks but some has to be done again because of vandalism. They have talked about getting the Main Street Sidewalk on the top three of the CIP list and are looking at ways to move it forward. They are also looking at how to best represent arts and culture in the community. They are working on a report for council and ways to bring it to the attention of the community.

5. Port and Harbor Advisory Commission

6. Cannabis Advisory Commission

Councilmember Lewis commented the Commission met for discussion and there are no new applications at this time.

C. Thank You from Kachemak Bay Family Planning Clinic for City of Homer Grant via The Homer Foundation.

9. PUBLIC HEARING(S)

A. **Ordinance 17-19**, An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating a Commercial Vessel Passenger Tax Program Pass Through Grant from the Kenai Peninsula Borough for Calendar Year 2016 in the Amount of \$27,630.00 and Authorizing the City Manager to Execute the Appropriate Documents. City Manager. Introduction May 8, 2017, Public Hearing and Second Reading May 30, 2017.

There was no public comment.

ADOPTED without discussion.

B. **Ordinance 17-20**, An Ordinance of the City Council of Homer, Alaska, Supporting a Business Retention and Expansion Program Proposed by the Economic Development Advisory Commission and Appropriating Funds in an Amount Not to Exceed \$1,400 from the General Fund Balance for Public Outreach to Promote Business Participation in the

Program. Smith. Introduction May 8, 2017, Public Hearing and Second Reading May 30, 2017.

Memorandum 17-074 from Special Projects and Communications Coordinator as backup.

There was no public comment.

ADOPTED without discussion.

10. ORDINANCE(S)

11. CITY MANAGER'S REPORT

A. City Manager's Report

City Manager Koester touched on the FAA Public Meeting being held on June 8th in the Council Chambers.

Councilmember Lewis asked who owns Beluga Lake, and City Manager Koester responded DOT has jurisdiction because it is a functional airport.

Mayor Zak commented they had a great meeting with the Coast Guard and commended City Manager Koester for doing a great job representing our community and sharing key information with them.

Councilmember Lewis expressed his support for the City assisting SPARC in extending the sewer line.

B. Bid Report

12. CITY ATTORNEY REPORT

13. COMMITTEE REPORT

A. Employee Committee Report

B. Americans with Disabilities Act Compliance Committee

C. Police Station Building Task Force

14. PENDING BUSINESS

15. NEW BUSINESS

- A. **Memorandum 17-079**, from City Clerk, Re: Travel Authorization for Mayor Zak and Councilmember Smith to Attend the Alaska Municipal League Summer Legislative Conference August 16 – 17, 2017 in Haines, Alaska.

APPROVED with discussion.

- B. **Memorandum 17-080**, from City Clerk, Re: Councilmember Aderhold Request to Send Letter from Mayor and Council to Alaska Command Requesting a Debriefing on Northern Edge Training Exercises.

Approved with discussion.

- C. **Memorandum 17-081**, from Councilmember Stroozas, Re: Operational Cost Reductions at the Homer Public Library.

FAILED with discussion.

- D. **Memorandum 17-082**, from Police Station Building Task Force, Re: Recommendations for the New Police Station Project.

POSTPONED to June 21, 2017 worksession.

16. RESOLUTIONS

17. COMMENTS OF THE AUDIENCE

There were eleven who commented.

18. COMMENTS OF THE CITY ATTORNEY

City Attorney was not present.

19. COMMENTS OF THE CITY CLERK

City Clerk Jacobsen had no comments.

Mayor Zak welcomed City Clerk Jacobsen on board and said on behalf of the council and residents we're grateful she stepped up from Deputy City Clerk to Clerk because that's a big step but she'll do a great job and look forward to working with her.

20. COMMENTS OF THE CITY MANAGER

City Manager Koester reflected on how much she enjoyed working with City Clerk Jo Johnson. She used her as a mentor and sounding board and was able to talk through things with Jo and Jo always brought her back to the core values including transparency, integrity, public participation, and whether the process is being honored. Jo is his such a wonderful moral compass in that regard. Another telling thing about Jo is she was able to train and bring up an excellent replacement that she is just as confident Melissa will do a great job and she's looking forward to the next chapter.

21. COMMENTS OF THE MAYOR

Mayor Zak reiterated what's been said agreed the next chapter is starting tonight. We wish Jo Johnson a wonderful future in her retirement and commented about her future service in other ways. Larry Slone did a wonderful job of summarizing all the attributes of the City Clerk and he was so pleased to see former Councilmembers Gus Van Dyke and Barbara Howard here while we recognized Jo for her years of service. We will miss Jo and her steadfast guidance for the Council and for the Mayor in preparation of the packet. She was Alaska's Clerk of the Year in 2014 but in our hearts, she'll be City Clerk for the millennium. Good luck to you Jo.

22. COMMENTS OF THE CITY COUNCIL

Councilmember Stroozas acknowledged a lot of nice things were said about Jo tonight and will for a long time to come, this will go down in his memory as Jo Johnson night. He is looking forward to working with Melissa again, as when he served on the Planning Commission. He ended his comments saying Jo Johnson, thank you and we love you.

Councilmember Erickson congratulated the Homer High school teams that have done well in region and state tournaments. The cruise ships have started coming in, two small ships have started us off bringing in people from many other countries, and today started the Holland America ships coming in with 1200 visitors every other week. They had a wonderful time and it's nice to hear them talk about how they enjoyed being in Homer and she applauds the citizens for their part in the experience. She also thanked Jo, she's appreciated working with her, and she looks forward to the upcoming years working with Melissa.

Councilmember Aderhold extended her congratulations and thanks to Jo for her many years of service to the community. We were very lucky to have her as our clerk. Also congratulations

to Melissa on moving into the clerk position. She said she has enjoyed working with Melissa on the ADA Compliance Committee and looks forward to working with her here as well.

Councilmember Smith thanked all the men and women who have served our country, especially those who gave their lives in the pursuit of protecting our country and our freedoms, in recognition of Memorial Day. Jo is wonderful, it's been a pleasure to work with her and he is confident that Melissa will do wonderfully. He recognized the girl's track team took state again, the girls softball team won the inaugural regional tournament that was hosted in Homer and wished them good luck at state. Regarding the police station, we're looking at increasing the capacity of what our police station can do. When talking about increasing the space, you aren't losing but gaining. What we are giving up is potential, possibly, but gaining a lot more than what we have now. He hopes they don't lose perspective in that. He wants us to plan for the future, but be able to afford whatever we do.

Councilmember Lewis commented Jo will be missed but Melissa can carry on at the same high level. He commented we are losing our #1 track and cross-country coach Bill Steir who has coached for seven years and taken teams to state. He is leaving and will be sorely missed.

23. ADJOURNMENT

Next Regular Meeting is Monday, June 12, 2017 at 6:00 p.m. and Committee of the Whole 5:00 p.m. A Special Meeting is scheduled for Wednesday, May 31, 2017 at 4:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.