

ACTION AGENDA
November 27, 2017
Worksession
Committee of the Whole
Regular Meeting

WORKSESSION AGENDA

1. CALL TO ORDER, 4:00 P.M.

Mayor Zak participated telephonically.

2. AGENDA APPROVAL (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual, pg. 5)

3. POLICE STATION CONCEPTUAL DESIGN

4. COMMENTS OF THE AUDIENCE

There were three who commented.

5. ADJOURNMENT NO LATER THAN 4:50 P.M.

Next Regular Meeting is Monday, December 11, 2017 at 6:00 p.m. Committee of the Whole at 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.

Mayor Pro Tem Aderhold adjourned the meeting at 4:50 p.m.

COMMITTEE OF THE WHOLE AGENDA

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

Mayor Zak participated telephonically.

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

3. Ordinance 17-42, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Calendar Year 2018 for the General Fund, The Water Fund, the Sewer Fund, the Port/Harbor Fund, Capital Projects, and Internal Service Funds. City Manager. Introduction October 30, 2017, Public Hearings November 27, 2017 and December 11, 2017, Second Reading December 11, 2017.

4. **CONSENT AGENDA**
5. **REGULAR MEETING AGENDA**
6. **COMMENTS OF THE AUDIENCE**

There were three who commented.

7. **ADJOURNMENT NO LATER THAN 5:50 P.M.**

Next Regular Meeting is Monday, December 11, 2017 at 6:00 p.m. and Committee of the Whole at 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.

Mayor Pro Tem Aderhold adjourned the meeting at 5:50 p.m.

REGULAR MEETING AGENDA

Worksession 4:00 p.m. and Committee of the Whole 5:00 p.m. in Homer City Hall Cowles Council Chambers.

1. **CALL TO ORDER, PLEDGE OF ALLEGIANCE**

Session 17-26 a Regular Meeting of the Homer City Council was called to order on November 27, 2017 at 6:00 p.m. by Mayor Pro Tempore Aderhold at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

Mayor Zak has was allowed to participate telephonically.

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: **MAYORAL PROCLAMATIONS AND RECOGNITIONS** Mayoral Recognition of Robert Letson, CEO, South Peninsula Hospital **PUBLIC HEARINGS** Ordinance 17-42, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Calendar Year 2018 for the General Fund, The Water Fund, the Sewer Fund, the Port/Harbor Fund, Capital Projects, and Internal Service Funds. Written Public Comments. **CITY MANAGER'S REPORT** Councilmember Stroozas AML Report.

APPROVED as amended.

3. MAYORAL PROCLAMATIONS AND RECOGNITIONS

- A. Mayoral Proclamation Chamber of Commerce Light up Homer for the Holidays
December 1, 2017

Councilmember Stroozas read and presented the proclamation to Jan Knutson. Ms. Knutson recapped the events for December 1st.

- B. Mayoral Recognition of the Rotary Health Fair

Councilmember Lord read and presented the recognition to Beth Trowbridge. Mrs. Trowbridge commented that it's the unique partnership between Homer-Kachemak Bay Rotary and South Peninsula Hospital that allow them to do such a great job. There were over 69 exhibitors, over 1000 people attended, and over 900 blood draws. It's an amazing service to the community.

- C. Mayoral Recognition of Robert Letson, CEO, South Peninsula Hospital

Councilmember Venuti read and presented the recognition to Robert Letson. Mr. Letson recognized the managers and staff at the Hospital, and the Board of Directors for their support. He acknowledged the Mayor and Council and the City's good partnership with the hospital. He also appreciates the citizen's support when bond issues were before them for needed expansions and renovations.

- D. Mayoral Recognition of Todd Cook, Operator of the Year

Mayor Pro Tem Aderhold recognized Todd Cook, Water/Wastewater Treatment Superintendent who was awarded Wastewater Operator of the Year by Alaska Rural Water Association for communities with a population 1,000. Mr. Cook said this is an easy award to win when you work with good people. He has the support of his boss, the people who work for him and our crew is the best in the state.

- E. Mayoral Recognition City of Homer Award from DEC for Water Source Protection

Mayor Pro Tem Aderhold recognized the City of Homer for their award for Source Water System of the Year for a population over 1,000. Deputy City Planner Engebretsen recognized the Planning Commissioners who have put so much work into legislation over time and the residents who choose to invest and make their homes in the watershed in a safe and clean manner for everyone.

4. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA

There was one 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 Regular Meeting Minutes of October 30, 2017 City Clerk. Recommend adoption.

- B. **Memorandum 17-139** from Mayor Re: Appointment of Sara Woltjen to the Cannabis Advisory Commission. Recommend approval.

- C. **Memorandum 17-140** from City Clerk Re: New Liquor License for Wild Honey Bistro and Liquor License Transfer for Oaken Keg. Recommend approval.

- A. **Resolution 17-093**, A Resolution of the City Council of Homer, Alaska, Approving a New One-Year Contract with Premera Blue Cross, Sun Life Health, and Prudential. City Manager/Personnel Director. Recommend adoption.

- B. **Resolution 17-094**, A Resolution of the City Council of Homer, Alaska, Establishing the 2018 Regular Meeting Schedule for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks Art Recreation and Culture Advisory Commission, Advisory Planning Commission, Port and Harbor Advisory Commission, and Cannabis Advisory Commission. City Clerk. Recommend adoption.

- D. **Resolution 17-096**, A Resolution of the Homer City Council Accepting the 2016 Comprehensive Annual Financial Report with Audit and Financial Statements and Acknowledging the Management Letter Submitted by the City’s Independent Auditor, BDO, USA, LLP and Authorizing the City Manager to Execute the Financial Report. City Manager/Finance Director. Recommend adoption.

Memorandum 17-142 from Finance Director as backup

ADOPTED without discussion.

7. VISITORS

- A. Pratt Museum Update – Laurie Stuart, Executive Director (10 minutes)

Laurie Stewart, Pratt Museum Executive Director, provided an annual update on the Pratt Museum. She commented about ongoing community events related to their 50th anniversary in Spring 2018. She reported the museum has put their new building campaign on hold until conditions are more conducive for such a large project. In the short term they will renovate the existing building to better meet the museum needs over the next ten years.

- B. Homer Soil & Water Conservation District, Invasive Weeds - Matt Steffy, Natural Resources Specialist (10 minutes)

Matt Steffy, Natural Resources Specialist, commented to the Council regarding the Invasive Plant Cost Share Program, an opportunity for private land owners across the Kenai Peninsula Borough, including the City of Homer, to participate in and help identify and mitigate invasive weeds in our area.

- C. Homer Chamber of Commerce Budget – Debbie Speakman, Executive Director (10 minutes)

Debbie Speakman, Homer Chamber of Commerce Executive Director, updated Council on their outreach, volunteer efforts, and their movement toward social media and web based marketing. The commercial for the Marine Trades and Homer Harbor was played and Kate Mitchell of the Marine Trades Association addressed the Association’s efforts in promoting and supporting marine trades in Homer.

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

The agenda was amended to hear the Employee Committee Report under this heading.

- A. Borough Report
- B. Commissions/Board Reports:
 - 1. Library Advisory Board

Mark Massion, Library Advisory Board Member, reported the Board discussed how the Library, working in conjunction with the Council, could develop guidelines allowing donors to specify where their cash or legacy gifts will be implemented. They also discussed ways to build relationships with other Kenai Peninsula Library Boards in an attempt to share information, challenges and successes, and also to survey and find their willingness to pursue Borough support of the library services. They would like to add a September meeting to their meeting schedule. Lastly he commented in support of funding for library circulation materials.

2. Homer Advisory Planning Commission

Dale Banks, Planning Commissioner, updated the Council on the Commission's work including approving a CUP for a 72 room hotel on the Sterling Highway, a Kachemak Bay Critical Habitat sign at the base of the Spit, and a revised Barnett South Slope Quiet Creek Plat. He reported that he and Commissioner Bernard attended the Planning Commissioner Training in Anchorage recently and found it beneficial training and networking with other Commissioners from around the State.

3. Economic Development Advisory Commission

4. Parks Art Recreation and Culture Advisory Commission

a. Memorandum Re: Lot 3 Land Acquisition North of Jack Gist Park

Matt Steffy, Park Art Recreation and Culture Advisory Commission Chair, commented on the memo provided regarding the purchase of a lot adjacent to Jack Gist Park. The Commission recommends waiting to purchase the property until the price is no more than 10% above the Borough assessment. He reported the Commission continues their work in a proposed rubric for assessing sidewalk priority developments.

5. Port and Harbor Advisory Commission

6. Cannabis Advisory Commission

7. Employee Committee

a. Memorandum from Employee Committee Re: Health Insurance
Renewal and COLA

Deputy Harbormaster Matt Clark and Deputy City Planner Julie Engebretsen reviewed their memo and highlighted the Committee recommendation that the Council consider passing Resolution 17-093 approving the renewal of the Premera, Sun Life, and Prudential Insurance Policies; and adopt the Mayor's proposed budget amendment recommending a 1% COLA increase for City Employees.

9. PUBLIC HEARING(S)

A. **Ordinance 17-42**, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Calendar Year 2018 for the General Fund, The Water Fund, the Sewer Fund, the Port/Harbor Fund, Capital Projects, and Internal Service Funds. City Manager. Introduction October 30, 2017, Public Hearings November 27, 2017 and December 11, 2017, Second Reading December 11, 2017.

There were seven who commented.

AMENDED:

- \$9,394 Increase in Finance Salary and Benefits (from City Hall Reserves)
- 1/2% COLA Increase (from health insurance fund)
- \$10,000 Increase Library Book Budget (from Library Reserves)
- \$33,415 from Water Reserves for Stewardship Costs for Watershed Property Conservation Easement
- \$1 million decrease in Health Insurance fund to Police Station Project (\$669,212); Port and Harbor Reserves (\$171,429); Water Reserves (\$88,424); Sewer Reserves (\$70,936)
- \$750 from Park Reserves for Signage at Points of Entry to Kachemak Bay warning recreational users of cold water hazards (signage to be reviewed by PARCAC)

Public Hearing December 11, 2017

- B. **Resolution 17-086**, A Resolution of the City Council of Homer, Alaska, Amending the City of Homer Fee Schedule Under Camping Fees. City Clerk. (To follow Budget Ordinance 17-42; Public Hearings November 27 and December 11, 2017)

Resolution 17-086(S) A Resolution of the City Council of Homer, Alaska, Approving the 2018 Fee Schedule at Current Rates. City Clerk. (To follow Budget Ordinance 17-42; Public Hearings November 27 and December 11, 2017)

There were no public comments.

SUBSTITUTE failed.

Public Hearing on Resolution 17-086 December 11, 2017

- C. **Ordinance 17-39**, An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating a Grant from the Alaska Highway Safety Office in the Amount of \$39,488 for the Homer Police Department Project Drive and Authorizing the City Manager to Execute the Appropriate Documents. City Manager/Police Chief. Introduction October 30, 2017, Public Hearing and Second Reading November 27, 2017.

Memorandum 17-132 from Police Chief as backup

There were no public comments.

ADOPTED with discussion.

- D. **Ordinance 17-40**, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Title 3 Chapter 3.01 Budget by Adding a New Section That Establishes a Minimum Annual Transfer in the Operating Budget of Homer Accelerated Road and

Trails Funds for Road and Trail Capital Improvements. Smith/Aderhold. Introduction October 30, 2017, Public Hearing and Second Reading November 27, 2017.

Memorandum 17-133 from City Manager as backup

There was one who commented.

Amended line 47 to include effective date of January 1, 2019.

ADOPTED as amended.

- E. **Resolution 17-092**, A Resolution of the City Council of Homer, Alaska, Amending the Homer Accelerated Roads and Trails Program (HART) Policy Manual to the HART Capital Improvements Policy Manual and Establishing Minimum Set Asides for Capital Improvements. Smith/Aderhold

Memorandum 17-133 from City Manager as backup

There were no public comments.

Amended line 57 to include effective date of January 1, 2019.

ADOPTED as amended.

- F. **Ordinance 17-41**, An Ordinance of the City Council of Homer, Alaska, Authorizing the City Manager to Purchase Kenai Peninsula Borough Parcel 18103418, 'Lot 42' from the Alaska Mental Health Trust Authority in the Amount of \$550,600, Acquire Quitclaim Deeds on Parcels on which both the City and the Trust Claim Ownership interests and Authorizing an Expenditure of \$250,600 from the Port and Harbor Enterprise Fund and a \$300,000 Loan from the General Fund for that Purpose. City Manager. Introduction October 30, 2017, Public Hearing and Second Reading November 27, 2017.

Ordinance 17-41(S) An Ordinance of the City Council of Homer, Alaska, Authorizing the City Manager to Purchase Kenai Peninsula Borough Parcel 18103418, 'Lot 42' from the Alaska Mental Health Trust Authority in the Amount of \$550,600, Acquire Quitclaim Deeds on Parcels on which both the City and the Trust Claim Ownership interests and Authorizing an Expenditure of ~~\$250,600~~ **\$550,600** from the Port and Harbor Enterprise Fund and a ~~\$300,000 Loan from the General Fund~~ for that Purpose. Erickson.

Ordinance 17-41(S) An Ordinance of the City Council of Homer, Alaska, Authorizing the City Manager to Purchase Kenai Peninsula Borough Parcel 18103418, 'Lot 42' from the Alaska Mental Health Trust Authority in the Amount of \$550,600, Acquire Quitclaim Deeds on Parcels on which both the City and the Trust Claim Ownership interests and

Authorizing an Expenditure of \$250,600 from the Port and Harbor Enterprise Fund and a \$300,000 Loan from the General Fund for that Purpose. Mayor.

Memorandum 17-134 from City Manager as backup
Memorandum 17-141 from City Manager as backup

ADOPTED Substitute 17-41(S) (Mayor) with discussion.

10. ORDINANCE(S)

11. CITY MANAGER'S REPORT

A. City Manager's Report

City Manager Koester commented regarding application for a Code Blue Grant for a battery powered chest compressor. It's something the ambulance can carry and improve patient care, and the grant requires a \$3,200 match.

There was brief discussion of drone operations and question was raised about contracting with someone who's in compliance with FAA in cases of emergency for search and rescue instead of purchasing a drone. City Manager Koester will follow up.

There was also discussion of the Cannabis Advisory Commission membership relating to Councilmember seats. Mayor Pro Tem Aderhold suggested an ordinance amendment could be proposed if councilmembers think it should be changed.

Lastly, Council discussed public use of the sand pile at Public Works and agreed that public use should no longer be allowed due to liability issues.

B. Bid Report

12. CITY ATTORNEY REPORT

13. COMMITTEE REPORT

A. Employee Committee Report

- a. Memorandum from Employee Committee Re: Health Insurance Renewal and COLA

Heard under Commission Reports item 7.

B. Americans with Disabilities Act Compliance Committee

Mayor Pro Tem Aderhold commented the Committee has completed their surveys and will be working on input the data into a format that can be incorporated into the Transition Plan.

14. PENDING BUSINESS

15. NEW BUSINESS

16. RESOLUTIONS

- A. **Resolution 17-095**, A Resolution of the Homer City Council Approving an Amendment to the Icicle Seafood's, Inc. Lease for Lot 41 to Include Lot 42 Homer Spit Subdivision Amended, Which Expires December 31, 2036 with a Base Rent of \$69,648 Subject to Appraisal and Authorizing the City Manager to Execute the Appropriate Documents. City Manager.

Memorandum 17-141 from City Manager as backup

ADOPTED without discussion.

17. COMMENTS OF THE AUDIENCE

There were six who commented

18. COMMENTS OF THE CITY ATTORNEY

City Attorney Wells was not present.

19. COMMENTS OF THE CITY CLERK

City Clerk Jacobsen had no comment.

20. COMMENTS OF THE CITY MANAGER

City Manager Koester had no comment.

21. COMMENTS OF THE MAYOR

Mayor Zak told Mayor Pro Tem Aderhold she did an excellent job running the meeting tonight. He hopes the Councilmembers who voted to compromise on the employee COLA will take it back to 1% because the employees and the committee did to a lot of due diligence to come to council with a fair amount for the COLA. That and the public comment would justify bringing it back up. He hopes everyone had a good Thanksgiving.

22. COMMENTS OF THE CITY COUNCIL

Councilmember Venuti had no comment.

Councilmember Smith commented he attended the last Great Alaska Shootout, there was some good basketball and has gone on for many years. They had their 16th annual Turkey Bowl with no injuries reported. It's a great time to be thankful. He's thankful to be part of the community and City Council.

Councilmember Lord commented she attended the Newly Elected Officials Training at AML and it was really educational and interesting. She thinks it's valuable to send representatives from the City. Ms. Lord said she appreciates everyone's comments tonight. She will be at the library in December for Lunch with a Councilmember and invited people to attend.

Councilmember Erickson commented she recently visited Arizona for a conference where there were freeways and all the building had the same color schemes. She expressed her appreciation for the individuality we have here in Homer. She also reminded people to use caution these dark mornings around the school busses and bus stops. Some of the stops are not in the safest spots, so keep an eye out for the kids.

Councilmember Stroozas commented he attended and enjoyed the AML sessions in Anchorage. He noted Alaska is on the verge of a great opportunity in the agreement with China in regard to the Alaska gas line development project and that it will bring jobs to the peninsula. Good things are happening.

Mayor Pro Tem Aderhold thanked everyone for helping her through the meeting tonight.

23. ADJOURNMENT

Next Regular Meeting is Monday, December 11, 2017 at 6:00 p.m., and Committee of the Whole at 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.

Mayor Pro Tem Aderhold adjourned the meeting at 9:54 p.m.