

ACTION AGENDA
Worksession
Committee of the Whole
Regular Meeting
November 26, 2018

WORKSESSION AGENDA

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

Mayor Castner called the meeting to order at 4:00 p.m.

Councilmember Aderhold participated telephonically.

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

APPROVED without discussion.

3. Ordinance 18-44, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Calendar Year 2019 for the General Fund, the Water Fund, the Sewer Fund, the Port/Harbor Fund, Capital Projects, and Internal Service Funds. Recommended dates Introduction October 22, 2018, Public Hearing November 26 and December 10, 2018 and Second Reading December 10, 2018.

Budget Amendment Packet 11-26-18
Memorandum 18-114 from Mayor as backup

Resolution 18-077, A Resolution of the City Council of Homer, Alaska Amending the Homer Fee Schedule under Library fees, Public Works Fees, Renaming Camping Fees to Camping and Parks Fees and Amending Camping and Parks Fees. City Clerk. (Follows Ordinance 18-44)

Memorandum 18-131 from PARCAC as backup
Memorandum 18-132 from Library Advisory Board as backup

Resolution 18-078, A Resolution of the City Council of Homer, Alaska Maintaining the Port of Homer Tariff No. 1 at the Current Rates. Tariff. City Clerk. (Follows Ordinance 18-44)

4. 2020 Conceptual Budget

5. COMMENTS OF THE AUDIENCE

There were three who commented.

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

Next Regular Meeting is Monday, December 10, 2018 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 Castner adjourned the meeting at 4:55 p.m.

COMMITTEE OF THE WHOLE AGENDA

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

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

Councilmember Aderhold participated telephonically.

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

APPROVED without discussion.

3. CONSENT AGENDA

4. REGULAR MEETING AGENDA

5. Ordinance 18-44, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Calendar Year 2019 for the General Fund, the Water Fund, the Sewer Fund, the Port/Harbor Fund, Capital Projects, and Internal Service Funds. Recommended dates Introduction October 22, 2018, Public Hearing November 26 and December 10, 2018 and Second Reading December 10, 2018.

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Memorandum 18-131 from PARCAC as backup

Memorandum 18-132 from Library Advisory Board as backup

Resolution 18-078, A Resolution of the City Council of Homer, Alaska Maintaining the Port of Homer Tariff No. 1 at the Current Rates. Tariff. City Clerk. (Follows Ordinance 18-44)

6. COMMENTS OF THE AUDIENCE

There were two who commented.

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

Next Regular Meeting is Monday, December 10, 2018 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 Castner adjourned the meeting at 5:20 p.m.

REGULAR MEETING AGENDA

Session 18-28 a Regular Meeting of the Homer City Council was called to order on November 26, 2018 at 6:00 p.m. by Mayor Ken Castner at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

PRESENT: COUNCILMEMBERS: ADERHOLD (telephonic), ERICKSON, LORD, SMITH, STROOZAS, VENUTI

STAFF: CITY MANAGER KOESTER
CITY CLERK JACOBSEN
HARBORMASTER HAWKINS
LIBRARY DIRECTOR DIXON
FINANCE DIRECTOR WALTON
PUBLIC WORKS DIRECTOR MEYER
CITY PLANNER ABBOUD
POLICE CHIEF ROBL

Council met for a Worksession at 4:00 p.m. to discuss the 2019 Budget, Fee Schedule, and 2020 preliminary budget and Committee of the Whole at 5:00 p.m. to discuss the 2019 Budget, Fee Schedule, consent agenda and regular agenda items in the City Hall Cowles Council Chambers.

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: **PUBLIC HEARING - Ordinance 18-44**, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Calendar Year 2019 for the General Fund, the Water Fund, the Sewer Fund, the Port/Harbor Fund, Capital Projects, and Internal Service Funds. City Manager. Proposed 2019 Budget Amendment-Lord.

APPROVED as amended without discussion.

3. MAYORAL PROCLAMATIONS AND RECOGNITIONS

A. Recognition of Mayor Zak

Mayor Pro Tem Smith read and presented Mayor Zak with a recognition for his service to the City of Homer. Jan Mosher and Janet Bacher with Kachemak Bay Quilters presented Mayor Zak with a Quilt of Valor that was made by Janet Bacher.

Mayor Zak thanked everyone and shared his gratitude and appreciation for the recognition from the City, the Quilt of Valor, and recognized what a wonderful community we live in.

B. Recognition of Richard Klopp as Alaska Rural Water Association Wastewater Operator of the Year

City Manager Koester, Public Works Director Meyer, Water/Wastewater Treatment Superintendent Cook, and Mayor Castner recognized Richard Klopp for winning Alaska Rural Water Association Wastewater Operator of the Year Award from the Alaska Rural Water Association.

4. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA

There was one who commented.

5. RECONSIDERATION

A. Memorandum 18-112 from City Clerk Re: New Marijuana Cultivation License for 420 on Main. *(Timely notice of reconsideration issued by Councilmember Erickson)*

No motion was made to bring this to the floor for 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 22, 2018 and Special Meeting Minutes of November 1, 2018. City Clerk. Recommend adoption.
- B. **Memorandum 18-123** from Mayor Re: Appointment of Katia Holmes to the Economic Development Advisory Commission as their Student Representative. Recommend approval.
- C. **Memorandum 18-124** from Mayor Re: Appointment of Karin Marks as Kenai Peninsula Economic Development Division Board Representative for the City of Homer. Recommend approval
- D. **Memorandum 18-125** from City Clerk Re: Liquor License Renewals for Don Jose's Mexican Restaurant, Fresh Catch Café, and Homer Spit Oyster Bar. Recommend approval
- E. **Memorandum 18-126** from City Clerk Re: Approval of a Letter to Kenai Peninsula Economic Development Division Requesting Outreach to Airlines for Seasonal Jet Service to Homer. Requested by Councilmember Stroozas.
- F. **Ordinance 18-49**, An Ordinance of the City Council of Homer, Alaska, Amending the 2019 Capital Budget in the Amount of \$37,298.98 for the Purchase of Escape Ladders for the Homer Harbor Leased Stalls. City Manager/Port Director. Recommended dates Introduction November 26, 2018, Public Hearing and Second Reading December 10, 2018.

Moved to Ordinances. Lord.

- G. **Ordinance 18-50**, An Ordinance of the City Council of Homer, Alaska, Amending the Official Road Maintenance Map of the City of Homer by adding Greatland Street, Nelson Avenue, Ronda Street, Father Dean Court, and South Slope Drive as Urban Roads. City

Manager/Public Works Director. Recommended dates Introduction November 26, 2018, Public Hearing and Second Reading December 10, 2018.

Memorandum 18-133 from Public Works Superintendent as backup.

- H. **Ordinance 18-51**, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Chapter 21.18 Central Business District, Section 21.18.020 Permitted Uses and Structures to Delete Marijuana Cultivation Facilities as a Permitted Use. Smith. Recommended dates Introduction and Refer to Planning Commission November 26, 2018, Public Hearing and Second Reading January 14, 2018.

Moved to Ordinances. Smith.

- I. **Resolution 18-088**, A Resolution of the City Council of Homer, Alaska, in Support of Full Funding (\$7,409,439) for the State of Alaska Municipal Harbor Facility Grant Program in the FY 2020 Capital Budget. City Manager/Port Director. Recommend adoption
- J. **Resolution 18-089**, A Resolution of the City Council of Homer, Alaska, Authorizing the Participation of its Employees in the Public Employees' Deferred Compensation Plan of Alaska and the Payment of the Required Contributions, Pursuant to AS 39.45 ET SEQ. City Manager. Recommend adoption

Memorandum 18-128 from Personnel Director as backup.

- K. **Resolution 18-090**, A Resolution of the Homer City Council Establishing a Regular Quarterly Report from the Southern Kenai Peninsula Opioid Task Force to the Homer City Council for 2019. Aderhold. Recommend adoption
- L. **Resolution 18-091**, A Resolution of the City Council of Homer, Alaska, Supporting the Siting of the Alaska Gas Line Development Corporation's Alaska LNG Liquefaction Plant and Marine Terminal in Nikiski, Alaska. Stroozas. Recommend adoption
- M. **Resolution 18-092**, A Resolution of the City Council of Homer, Alaska, Supporting the City Manager of the City of Kenai, or Their Designee, Be Appointed to the Municipal Advisory Gas Project Review (MAG) Board as the Member of an Organization Representing the Interest of Kenai Peninsula Borough Municipalities. Stroozas. Recommend adoption

Ordinance 18-49 moved to Ordinances. Lord.

Ordinance 18-51 moved to Ordinances. Smith.

ADOPTED without discussion.

7. VISITORS

A. Homer Chamber of Commerce Annual Report (10 minutes)

Debbie Speakman, Executive Director of the Homer Chamber of Commerce, presented 2018 visitor statistics, travel trends, outreach and online efforts, and 2019 marketing plans. A copy of Ms. Speakman's [Homer Chamber of Commerce Annual Report](#) presentation is available on the City Website.

8. ANNOUNCEMENTS/PRESENTATIONS/BOROUGH REPORT/ COMMISSION/COMMITTEE REPORTS

A. Borough Report

B. Commissions/Board/Committee Reports (5 minute limit per report)

1. Library Advisory Board

Mark Massion, Library Advisory Boardmember, reported at their last meeting the Board focused on their 2019 goals, with the primary goal being to ensure the library has enough money to function properly, which includes sustaining our collection and keeping up on technology. There are approximately 27 public access computers that need to be maintained and updated, as well as printers and scanners. They are also concerned with physical upkeep of the library. Mr. Massion thanked Mayor Castner for attending their last meeting. He reported on upcoming activities at the library and thanked Council for their efforts for Lunch with a Councilmember.

2. Homer Advisory Planning Commission

3. Economic Development Advisory Commission **a. Memorandum re: Commission Report**

Karin Marks, Economic Development Advisory Commission Chair, thanked Council for their appointment of Katia Holmes as their Student Representative. She and the Commission are pleased they are making a thoughtful progression on the Wayfaring and Street Scape Plan. They hope to bring something to Council in the New Year. With the Business Retention and Expansion Survey, and area that was highlighted was signage issues in general so the Commission has chosen to place that in relationship with the Wayfaring and Street Scape Plan.

The Commission appreciated having Mayor Castner come to their meeting. They're pleased he's been suggesting people and groups come to the EDC with ideas, and she encourage interested parties to contact their staff person Jenny Carrol for scheduling.

4. Parks Art Recreation and Culture Advisory Commission

Jon Sharp, Parks Art Recreation and Culture Advisory Commissioner, report the Commission had their annual Park Walk-Thru in October and visited and discussed the spit camping areas and changes with the port facility that's going in there. They're hoping there will be open dialog between Port and Harbor and Parks and Rec to find other spaces for people to camp since a lot of the Pier One sites will be used for a different purpose. The Commission appreciates the funding to the Parks Reserve Account. In November they discussed the Quiet Creek Park in the new subdivision and hopes people take a look at it. They will be meeting January 17th to discuss some different ideas of getting involved in the Winter Carnival, and ways to get Ben Walter's Park better utilized. He encouraged people to visit the park to see the great work done by Kachemak Bay Rotary and McDonald's.

5. Port and Harbor Advisory Commission

- a. Memorandum re: PHC Goals for Developing a Work Strategy with City Council

6. Americans with Disabilities Act Compliance Committee

Councilmember Aderhold reported on the Committee's progress with the Transition Plan and their efforts in prioritizing accessibility barriers that need to be resolved, and working with Public Works on a range of what it will take to alleviate the issues.

7. Employee Committee

- a. Memorandum 18-117 from Employee Committee

Deputy Harbormaster Matt Clarke reported on the Employee Committee meeting and their support for the half percent COLA.

9. PUBLIC HEARING(S)

- A. **Ordinance 18-39**, An Ordinance of the City Council of Homer, Alaska, Amending HCC 21.18.040 to Reduce the Setback Requiring a Conditional Use Permit from Twenty Feet to Ten Feet in the Central Business District. Aderhold. Introduction and Refer to Planning Commission August 27, 2018, Public Hearing and Second Reading November 26, 2018.

Memorandum 18-129 from City Planner as backup.

FAILED with discussion.

- B. **Ordinance 18-40**, An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating the FY19 State of Alaska Community Assistance Program Payment the Amount of \$177,172.05 to the Police Station Fund. City Manager. Recommended Dates: Introduction September 10, 2018, Public Hearing and Second Reading November 26, 2018.

Memorandum 18-130 from City Clerk as back up.

ADOPTED without discussion.

- C. **Ordinance 18-44**, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Calendar Year 2019 for the General Fund, the Water Fund, the Sewer Fund, the Port/Harbor Fund, Capital Projects, and Internal Service Funds. Recommended dates Introduction October 22, 2018, Public Hearing November 26 and December 10, 2018 and Second Reading December 10, 2018.

Budget Amendment Packet 11-26-18
Memorandum 18-114 from Mayor as backup

AMENDED with discussion to add:

- Full Time Building Maintenance position (\$83,941 incl. benefits PW Maintenance)
- Porta potties on Homer Spit Trail (\$7,500 Public Works - Parks)
- 0.5% COLA (\$46,110 government wide)
- Scoping studies (\$18,000)
- 2017 GF surplus to police station (\$250,000 transfer)
- RV dump station pay station at the Homer Spit station (\$15,000 from Parks Reserve)

- D. **Resolution 18-077**, A Resolution of the City Council of Homer, Alaska Amending the Homer Fee Schedule under Library fees, Public Works Fees, Renaming Camping Fees to Camping and Parks Fees and Amending Camping and Parks Fees. City Clerk. (Follows Ordinance 18-44)

Memorandum 18-131 from PARCAC as backup
Memorandum 18-132 from Library Advisory Board as backup

AMENDED Dump Station fee to \$15 with discussion.

- E. **Resolution 18-078**, A Resolution of the City Council of Homer, Alaska Maintaining the Port of Homer Tariff No. 1 at the Current Rates. Tariff. City Clerk. (Follows Ordinance 18-44)

- F. **Ordinance 18-45**, An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating a Grant from the Alaska Highway Safety Office in the Amount of \$27,633 for the Homer Police Department Project Drive and Authorizing the City Manager to Execute the Appropriate Documents. City Manager. Introduction October 22, 2018, Public Hearing and Second Reading November 26, 2018.

Memorandum 18-120 from Police Chief as backup

ADOPTED without discussion.

- G. **Ordinance 18-46**, An Ordinance of the City Council of Homer, Alaska, Accepting and Appropriating an FY 2018 State Homeland Security Grant for Upgrading the City's Radio Communication System and Authorizing the City Manager to Execute the Appropriate Documents. City Manager. Introduction October 22, 2018, Public Hearing and Second Reading November 26, 2018.

Memorandum 18-122 from Police Chief as backup

ADOPTED without discussion.

- H. **Ordinance 18-47**, An Ordinance of the City Council of Homer, Alaska, Adopting the 2018 Homer Comprehensive Plan and Recommending Adoption by the Kenai Peninsula Borough. City Manager. Introduction October 22, 2018, Public Hearing and Second Reading November 26, 2018.

Memorandum 18-115 from City Planner as backup

ADOPTED without discussion.

10. **ORDINANCE(S)**

- A. **Ordinance 18-49**, An Ordinance of the City Council of Homer, Alaska, Amending the 2019 Capital Budget in the Amount of \$37,298.98 for the Purchase of Escape Ladders for the Homer Harbor Leased Stalls. City Manager/Port Director. Recommended dates Introduction November 26, 2018, Public Hearing and Second Reading December 10, 2018.

Amended to change 2019 Capital Budget to 2018 Capital Budget on lines 7 and 32.

INTRODUCED as amended with discussion.

- B. **Ordinance 18-51**, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Chapter 21.18 Central Business District, Section 21.18.020 Permitted Uses and Structures to Delete Marijuana Cultivation Facilities as a Permitted Use. Smith. Recommended dates Introduction and Refer to Planning Commission November 26, 2018, Public Hearing and Second Reading January 14, 2018.

No motion was made to introduce Ordinance 18-51.

11. CITY MANAGER'S REPORT

- A. City Manager's Report

City Manager Koester noted the training information in her report and expressed her appreciation to Council for allowing her the opportunity to travel and attend.

Councilmember Lord commented regarding the information about staffing changes with Library Director Dixon and Administrative Assistant Dotti Harness-Foster retiring.

12. PENDING BUSINESS

- A. **Memorandum 18-112** from City Clerk Re: New Standard Marijuana Cultivation License for 420 on Main. *(If reconsideration passes)*

This item was not reconsidered.

13. NEW BUSINESS

- A. **Memorandum 18-134** from City Clerk Re: Approval of a Letter to Marijuana Control Board Re: Request to postpone issuing a decision on permit for License 16446 for 420 On Main. Requested by Councilmember Smith.

No motion was made to bring this forward.

- B. **Memorandum 18-135** from City Clerk Re: New Marijuana Product Manufacturing Facility License for 420 on Main.

APPROVED with discussion.

- C. **Memorandum 18-127**, from City Clerk Re: Approval of a Letter to Alaska DOT Commenting on Changes to the Intersection at Lake Street and East End Road. Requested by Councilmember Stroozas.

APPROVED with discussion.

14. RESOLUTIONS

15. COMMENTS OF THE AUDIENCE

There was one who commented.

18. COMMENTS OF THE CITY ATTORNEY

Attorney Wells had no comment.

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 Castner noted that Friday is the Chambers Tree Lighting event and also the first night of the Nutcracker Ballet. He said it was a great meeting and thanked Council for their good work on the budget tonight.

22. COMMENTS OF THE CITY COUNCIL

Councilmember Aderhold said she looks forward to being back for the next meeting.

Councilmember Venuti gave a shout out to Public Works for a great job getting the roads sanded quickly over the weekend. She wished retiring employee Dotti Harness-Foster well, she will miss her. She also commented that she enjoyed her time at the AML Conference, she attended several sessions, she's always impressed with the knowledge base that's up there and the networking that takes place.

Councilmember Smith thanked Mayor Zak for coming in this evening and said farewell to Dotti Harness-Foster. He thanked the Lions Club for their continued efforts in our expanded

community with the Thanksgiving Food Baskets. They distributed well over 200 boxes. We have a number of groups and people who are committed to helping their neighbor and making sure the holidays are bright.

Councilmember Lord said it was great to see Mayor Zak and his wife Karen here tonight. She shared her appreciation for the work Public Works does, and especially in our water and wastewater treatment. Getting accolades for water water treatment is fantastic and she's proud that the City's received several awards for water and waste water. She thanked Councilmember Aderhold for calling in, she understands how challenging it is to participate that way. She did Lunch with a Councilmember today and it was good, wide-ranging conversation. She noted that Councilmember contact information is available on the City website and that the community members are welcome to contact them with questions or feedback. Lastly she noted the Nutcracker Ballet and Nutcracker Fair are coming up, and the Share the Spirit Giving Trees are out to help our neighbors.

Councilmember Erickson thanked the City employees. The City Manager's report included a lot of things happening with our employees. She thanked City Manager Koester for all her work and exciting things she's doing and representing our City well. She also appreciates Dotti Harness-Foster dedication to her work with the City. She looks forward to working with her replacement Rachel Friedlander. There are a lot of activities coming up with the Holidays and it's a great time to give and reach out to those in need. She appreciated tonight's Chamber report. She encouraged everyone to pay attention and be safe on the dark roads.

Councilmember Stroozas thanked Mayor Zak and Karin for coming tonight and to recognize him for his 12 years of service to the City of Homer. He recognized Dotti Harness-Foster in her retirement. He was glad to represent our community at AML with Councilmember's Venuti and Erickson, and City Manager Koester. He will be attending Lunch with a Councilmember on December 10th, and he looks forward to seeing everyone at the Chamber on Friday for the Annual Tree Lighting.

21. ADJOURNMENT

Next Regular Meeting is Monday, December 10, 2018 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 Castner adjourned the meeting at 7:54 pm.