

ACTION AGENDA
Committee of the Whole
Regular Meeting
December 10, 2018

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 Erickson was excused.

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

3. ALASKA MUNICIPAL LEAGUE JOINT INSURANCE ASSOCIATION – KEVIN SMITH, EXECUTIVE DIRECTOR

4. ORDINANCE 18-52, AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA, AMENDING HOMER CITY CODE 4.35.020, VOTES REQUIRED TO BE ELECTED, TO MORE CLEARLY DEFINE HOW A PLURALITY OF VOTES IS CALCULATED IN COUNCILMEMBER ELECTIONS. SMITH/ADERHOLD. RECOMMENDED DATES INTRODUCTION DECEMBER 10, 2018, PUBLIC HEARING AND SECOND READING JANUARY 14, 2019.

5. CONSENT AGENDA

6. REGULAR MEETING AGENDA

7. COMMENTS OF THE AUDIENCE

There were three who commented.

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

Next Regular Meeting is Monday, January 14, 2019 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 Castner adjourned the meeting at 5:29 p.m.

REGULAR MEETING AGENDA

Session 18-29 a Regular Meeting of the Homer City Council was called to order on December 10, 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, LORD, SMITH, STROOZAS, VENUTI

ABSENT: ERICKSON (excused)

STAFF: CITY MANAGER KOESTER
CITY CLERK JACOBSEN
HARBORMASTER HAWKINS
LIBRARY DIRECTOR DIXON
FINANCE DIRECTOR WALTON

Council met as Committee of the Whole at 5:00 p.m. for a presentation from Kevin Smith, Executive Director of Alaska Municipal League Joint Insurance Association and to discussion Ordinance 18-52 amending city code regarding how election votes are counted for Councilmembers, consent agenda and regular meeting agenda items.

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 COMMENTS UPON MATTERS ALREADY ON THE AGENDA** -Written Public Comments, **VISITORS** - Memorandum from City Clerk Re: HERC Task Force Report' **ANNOUNCEMENTS/PRESENTATIONS/BOROUGH REPORT/ COMMISSION /COMMITTEE REPORTS** AML Report from Councilmember Erickson, **PUBLIC HEARING Ordinance 18-44(A)**, 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. Memorandum 18-141 from Finance Director Re: Additional Budgetary Information Requested

APPROVED as amended without discussion.

3. MAYORAL PROCLAMATIONS AND RECOGNITIONS

Mayor Castner commented he will be presenting a recognition to Carol Swartz at her retirement party on Friday, December 14th.

He also took the opportunity to recognize the efforts of the employees of the City in regard to their response to the earthquake last week. It was great to see how our Emergency Operations Plan was put into place and how effective the Public Safety personnel, in particular, were in evacuating people in the low lying areas.

Lastly he congratulated the people in the low lying areas, because they were cooperative, prudent, moved with quickness, and it as a very orderly evacuation. People who were at the corner of Lake, Pioneer, and East End Road commented to him how there was no panic or unseemly hurriedness in getting through the intersection. He appreciate the citizens of Homer take part in our public safety, we all have a duty to one another to act in that regard.

4. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA

There were four 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 November 26, 2018. City Clerk. Recommend adoption.
- B. **Memorandum 18-137** from City Clerk Re: Liquor License Renewals for La Baleine Café and Happy Face Restaurant. Recommend approval.
- C.
- D. **Memorandum 18-138** from City Clerk Re: Travel Reimbursement for Councilmember Erickson's Attendance at the Alaska Municipal League Annual Local Government Conference in Anchorage, Alaska November 14-16, 2018. Recommend approval.
- D. **Ordinance 18-52**, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code 4.35.020, Votes Required to be Elected, to more Clearly Define how a Plurality of Votes is Calculated in Councilmember Elections. Smith/Aderhold. Recommended dates Introduction December 10, 2018, Public Hearing and Second Reading January 14, 2019.
- E. **Resolution 18-093**, A Resolution of the City Council of Homer, Alaska, Authorizing the City Manager to Provide Notice to Withdraw to our Current Property, Automotive and General Liability Insurance Provider, Alaska Municipal League Joint Insurance

Association, with the Intent to Issue a Request for Proposals. City Manager. Recommend Adoption.

Memorandum 18-140 from City Manager as backup

Moved to Resolutions. Aderhold.

- F. **Resolution 18-094**, A Resolution of the City Council of Homer, Alaska, Establishing the 2019 Regular Meeting Schedule for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks Art Recreation and Culture Advisory Commission, Advisory Planning Commission, and Port and Harbor Advisory Commission. City Clerk. Recommend Adoption.

Memorandum 18-139 from Deputy City Clerk as backup

- G. **Resolution 18-095**, A Resolution of the City Council of Homer, Alaska Confirming the City Manager's Appointment of Rick Abboud as the Acting City Manager for Calendar Year 2019. City Manager. Recommend Adoption

Resolution 18-093 moved to Resolutions. Aderhold.

ADOPTED without discussion.

7. VISITORS

- A. Alaska Municipal League Joint Insurance Association (AMLJIA) – Kevin Smith, Executive Director (5 minutes)

Kevin Smith, AMLJIA Executive Director, shared that AMLJIA is a self-insurance program for cities, boroughs, and school districts that was created in the mid 80's when it was an expensive time to buy coverage. He explained the history of how AMLJIA was established and that the City of Homer has been a member since the mid 90's. Mr. Smith noted at Committee of the Whole they reviewed program is and he's available for any questions for the public.

In response to questions Mr. Smith commented regarding member accumulation of benefits, similar to capital credits, through the course of the membership and financial implications of issuing notice to withdraw and returning to the program in 6 months.

- B. South Peninsula Hospital Annual Report – Joseph Woodin, Chief Executive Officer (10 minutes)

Joseph Woodin, Chief Executive Officer, provided a brief overview of the history of South Peninsula which opened in 1956 as the Homer Hospital-Health Center. He reviewed the new

service area and identified the newest providers on staff at the hospital. New and expanded services include Oncology, Behavioral Health, Primary Care, Addiction, and Orthopedics. Mr. Woodin commented on SPH's top three initiatives financial stability, physician/staff recruitment, and master facility planning. He reviewed financial information related to total uncompensated care, along with statistic regarding hospital volume, and 5 year trends on total inpatient days, surgery volumes, home health clients, and outpatient visits. Lastly Mr. Woodin highlighted awards the hospital has recently received and community benefit programs they sponsor and/or participate in.

In response to questions Mr. Woodin reviewed the hospital's response efforts during and after the earthquake, and explained the SPH is discussing child care opportunities for employees and hope to be able to expand it to the community.

C. HERC Task Force Final Report – Crisi Matthews and Michael Haines (10 minutes)

Crisi Matthews and Michael Haines reported on the process the Task Force used during their time with the project. She touched on items in the report including operation and maintenance cost analysis, remodel scenarios including loan options, demolition estimates, new construction estimates, and recommendations for next steps. Task Force recommendations include:

- Keep HERC in warm status for the next 5 years
- Make immediate repairs to prevent further deterioration
- Partnership to keep the building going
- Establish a committee and RFP process to take the next step
- If no solution in 5 years, look again at remodel, or demolition and new build

Recommended next steps:

- PARCAC Evaluate current user fees, evaluate Gym and Zumba Room rentals
- Public Works solicit cost estimates, and review the operations and maintenance budget
- Consider upstairs rentals, long and short term, related costs and fees, marketing and building management

Recommended Council actions:

- Have a work session to ask questions and talk through the options
- Create a Committee w Council participation and champion for next steps. Could include an RFP process.
- Public meeting in January could be a stepping stone to bring together interested community groups

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

A. Borough Report

Kelly Cooper, Kenai Peninsula Borough Assembly member, reported the Assembly passed a resolution supporting transportation priorities to be considered for grant funding to the state DOT. The Independent Living Center was the only organization to present an application to be considered by the local transportation committee. They also passed a resolution declaring a local economic disaster and requesting the Governor declare an economic disaster for the upper Cook Inlet fisheries region and supporting a recovery plan. The Assembly agreed not to appeal the Court's decision on the invocation, a resolution was approved to open it up to all residents of the Borough, and people can sign up online if they are interested. They are starting to prepare for their budget cycle and will begin meeting monthly with the School Board after the first of the year to go through their process, and they'll continue to have the Safe Schools Round-Table. Bargaining agreements will begin after the first of the year, and there is a new Chief of Staff, James Baisden, former Nikiski Fire Chief. She commented on issues with the recent earthquake notifications and the need to have regular updates on the KPB website, they're working to make improvements in those areas. She also reported Senator Stevens and Representative Vance are having an open house at the Chamber of Commerce tomorrow and January 9th is the Industry Outlook Forum that will be held in Homer.

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 spent time reviewing an orientation packet for new board members and previewed ideas for their January 7th worksession. City Manager Koester will be at that worksession to hear Boardmember input regarding hiring the new Library Director. He said the Board appreciates the time and attention to detail displayed by Deputy Clerk Rachel Tussey. Mr. Massion also commented on events happening at the library.

2. Homer Advisory Planning Commission

Franco Venuti, Planning Commission Chair, reported on December 5th the Commission approved the vacation of a portion of right-of-way for Eric Lane, a conditional use permit for more than one building containing a principle permitted use at 3771 west hill road, and a conditional use permit for a medical office clinic at 205 W. Fairveiw Avenue and postponed action on a preliminary plat for Commercial Park Unit 2 in the East End Mixed Use district. They discussed their current worklist which includes conditional use permit reduction, natural hazard planning and green infrastructure, developing a medical district, coastal bluff definition, transportation plan, and site plan requirements and permit follow up. He thanked Planning staff for all they do for the Commission any success the Commission achieves is directly related to the professionalism and diligence coming from that office. He congratulated

Deputy Clerk Renee Krause for receiving her Master Municipal Clerk designation, she's been very helpful to the Commission and is a valuable asset to the City. He also thanked Council for their service to our wonderful community and wished everyone a very Merry Christmas and great success in 2019.

3. Economic Development Advisory Commission

4. Parks Art Recreation and Culture Advisory Commission

Ingrid Harrald, Parks Art Recreation and Culture Advisory Commission Chair, commented the Commission hasn't met since their last report, but wanted to take the opportunity to appreciate all the City staff that has helped them through the year, including Matt Steffy, Mike Illg, Julie Engebretsen, and Renee Krause. The Commission is having a special meeting in January to discuss a winter park celebration in February, focusing on Ben Walters Park. It's been a community partnership where Matt Steffy and PARCAC have worked with McDonald's and Rotary for improvement and safety in the park. This is an opportunity to show an example how the community can come together to support parks. She thanked Council for the Karen Hornaday Park funds for the traffic calming, they learned a lot along the way and the PARCAC line item in the budget. There is some natural space in the new Quiet Creek Subdivision. She recognized the efforts of the HERC Task Force and appreciates their work.

5. Port and Harbor Advisory Commission

Steve Zimmerman, Port and Harbor Commission Chair, thanked the Mayor for the Chair's meeting, it was an opportunity for Chairs to learn how to communicate better with Council and how to form their memos for clearer communication on what the commissions are trying to do. The Commission has been working on new haul out ideas and on their strategic plan.

Mike Stockburger, Port and Harbor Advisory Commissioner, commented the Commission canceled their November meeting. The Port and Harbor and Marine Trade Association sponsor a booth at the Pacific Marine Expo, a larger commercial boat show in Seattle with about 450 vendors. Basically they encourage boat owners down there to come to Homer to get their work done. We have a terrific group of marine tradesmen in town and an excellent harbor. They also attend the Anchorage Boat show in February, this year it's the 17th and 18th.

6. Americans with Disabilities Act Compliance Committee

Councilmember Aderhold reported they met last week and continue working on their transition. Harbormaster Hawkins attended and they discussed challenges and opportunities with the harbor facilities. She gave kudos for Deputy Clerk Tussey, she's been helping the committee with her skill sets, one being that she created an online ADA grievance form for people easily fill out and submit if they have issues with ADA resources related to the City.

- C. Travel Narrative Reports
 - 1. Councilmember Stroozas AML Report

Councilmember Stroozas reviewed his report that was included in the packet.

9. PUBLIC HEARING(S)

- A. **Ordinance 18-44(A)**, 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. Introduction October 22, 2018, Public Hearing November 26 and December 10, 2018 and Second Reading December 10, 2018.

ADOPTED with discussion

- B. **Resolution 18-077(A)**, 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

ADOPTED with discussion.

- C. **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)

ADOPTED with discussion

- D. **Ordinance 18-49(A)**, An Ordinance of the City Council of Homer, Alaska, Amending the 2018 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. Introduction November 26, 2018, Public Hearing and Second Reading December 10, 2018.

ADOPTED without discussion

- E. **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. Introduction November 26, 2018, Public Hearing and Second Reading December 10, 2018.

Memorandum 18-133 from Public Works Superintendent as backup.

ADOPTED without discussion

10. ORDINANCE(S)

11. CITY MANAGER’S REPORT

A. City Manager’s Report

City Manager Koester commented in addition to her written report she’s a proud City Manager with so many kudos for city staff, it was fun to hear the Commissioners and public recognize the amazing people we have working here. She also reported she has finalized the date of February 21st for a table top and community Emergency Operation Center training with Texas A&M.

B. City Attorney Report

City Attorney Wells commented on the earlier meeting with Commission Chairs where they discussed making findings that are transparent, clear, and give the general public real insight and awareness as what their government entities are doing. It was successful and great to see the participation.

12. PENDING BUSINESS

13. NEW BUSINESS

14. RESOLUTIONS

A. **Resolution 18-093**, A Resolution of the City Council of Homer, Alaska, Authorizing the City Manager to Provide Notice to Withdraw to our Current Property, Automotive and General Liability Insurance Provider, Alaska Municipal League Joint Insurance Association, with the Intent to Issue a Request for Proposals. City Manager. Recommend Adoption.

Memorandum 18-140 from City Manager as backup

FAILED with discussion.

15. COMMENTS OF THE AUDIENCE

There was one who commented.

18. COMMENTS OF THE CITY ATTORNEY

Attorney Wells had no comments.

19. COMMENTS OF THE CITY CLERK

City Clerk Jacobsen had no comments.

20. COMMENTS OF THE CITY MANAGER

City Manager Koester had no comments.

21. COMMENTS OF THE MAYOR

Mayor Castner commented that following earthquake he looked at the Emergency Operations Plan and he feels it's deficient in a lot of government guidance for the Mayor and Council. In thinking about if there is a disaster the only thing they really need to do is to free up some money for the first 72 hours, and he recognizes there may be challenges in finding a quorum of the Council to do that. He'd like to revisit the EOP, particularly the relevant chapter. Mayor Castner thanked the Council and Commissions for good meetings tonight. He thanked the City Attorney for excellent guidance at the Chair's meeting. He said he will not use his authority to veto anything in the budget. He would like to take up consideration of a policy regarding the COLA in the city budget, and would like to schedule a worksession in January regarding HERC Task Force report to keep that moving along. He wished everyone Merry Christmas and Happy Holidays.

22. COMMENTS OF THE CITY COUNCIL

Councilmember Lord thanked the HERC Task Force for doing an awesome job. In reading through the report she didn't get the feeling of kicking the can, it rang out that we need to be doing something now. She recognized the School District for doing an excellent job of evacuating the students to the high school when the earthquake happened. When she picked up her child, it was calm and controlled, no sense of panic or chaos at all. She said that work could be done to better communicate to the community where the inundation and safety zones are. The holidays and darkest time of the year are upon us, which can be stressful for adults and kids. She thanked the schools and organizations that help with kids, and noted SPARK has open gym on Saturdays and it's a great place for kids to play. She noted the Share the Spirit Spaghetti feed, congratulated Renee Krause for her Master Municipal Clerk certification, and asked to be on the list for travel for the AML winter conference. The Port of Emmonak received a federal DOT grant for \$23 million to build a port. That makes her hopeful

for our port expansion and it's a good time to keep moving on that effort. She wished everyone Merry Christmas and Happy Solstice.

Councilmember Aderhold thanked everyone for their patience when she teleconferenced last meeting. Her first indication of the earthquake was her phone went off with a tsunami alert while in San Marcos, Texas. She congratulated Renee Krause for her MMC. She's thrilled with the HERC Task Force report and the work they've done. There's no question they need to keep moving forward. She requested the worksession be at the first meeting in January if possible, as she will be gone for the second meeting. She's interested in figuring out what a public form would look like. She thanked everyone for their participation, it was good to pass the budget. She wished everyone Happy Holidays.

Councilmember Smith congratulated Renee Krause on receiving her MMC and he hopes Councilmember Erickson feels better soon. He appreciated the great showing from the Commissioners tonight and shared gratitude for those who serve. He commented about YouTube and being able to review the live of former President Bush who recently passed. It was interesting to learn he started the Point of Light Foundation and encouraged people to be a point of light through service and encourage people to look that up and see what's been accomplished through those efforts. As the year closes its important to see what a great community we have. He appreciated the efforts of the first responders following the earthquake and during the tsunami warning. He wished everyone Merry Christmas and Happy New Year.

Councilmember Stroozas commented the Elks Lodge is hosting the Share the Spirit Spaghetti feed again this year. This is a caring and sharing time of year. He wished everyone Merry Christmas and Happy New Year.

Councilmember Venuti noted everything's been said. She encourage people to watch out for the pot holes on Pioneer Avenue. She was interested to learn about the idea of a school partnership with Fireweed and the HERC, it might be a perfect use for the building. She appreciated the great Commission reports tonight and said congratulations to Renee Krause. She noted Carol Swartz's retirement party is Friday night and wished everyone Merry Christmas and a 2019 filled with joy and hope.

21. ADJOURNMENT

Next Regular Meeting is Monday, January 14, 2019 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 8:02 p.m.