



Homer City Hall
491 E. Pioneer Avenue
Homer, Alaska 99603
www.cityofhomer-ak.gov

**City of Homer
Action Agendas
City Council Worksession
Committee of the Whole
Regular Meeting
Monday, November 23, 2020 at 4:00 PM
City Hall Cowles Council Chambers via Zoom Webinar**

WORKSESSION

CALL TO ORDER, 4:00 P.M.

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

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

APPROVED without discussion.

DISCUSSION TOPIC(S)

- Water & Sewer Rates and HAWSP Program

Mayor Castner noted Resolution 20-077(S), 20-078(S) and updated policies are included in the supplemental packet.

- a. Resolution 20-077, A Resolution of the City Council of Homer, Alaska Adopting a Reserve Fund Policy for the Collection and Use of Water and Sewer Depreciation Reserve Funds. Lord/Aderhold.

Memorandum 20-165 from Finance Director as backup

- b. Resolution 20-078, A Resolution of the City Council of Homer, Alaska Amending the Homer Accelerated Water and Sewer Program (HAWSP) Policy Manual to Modernize the Language and Clarify Qualifying Criteria for using HAWSP Funds. Lord/Aderhold.
- c. Resolution 20-118, A Resolution of the City Council of Homer, Alaska Amending the City of Homer Water and Sewer Rates and Updating the Homer Fee Schedule Accordingly. City Manager/Finance Director.

Resolution 20-118(S), A Resolution of the City Council of Homer, Alaska Amending the City of Homer Water and Sewer Rates and Updating the Homer Fee Schedule Accordingly. City Manager/Finance Director.

Memorandum 20-196 from Finance Director as backup

COMMENTS OF THE AUDIENCE (3 minutes)

ADJOURNMENT NO LATER THAN 4:50 P.M.

Next Regular Meeting is Monday, December 14, 2020 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

CALL TO ORDER, 5:00 P.M.

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

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

APPROVED without discussion.

CONSENT AGENDA

REGULAR MEETING AGENDA

DISCUSSION TOPIC(S)

COMMENTS OF THE AUDIENCE

Two people commented.

ADJOURNMENT NO LATER THAN 5:50 P.M.

Next Regular Meeting is Monday, December 14, 2020 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 5:55 p.m.

REGULAR MEETING

Session 20-34 a Regular Meeting of the Homer City Council was called to order on November 23, 2020 by Mayor Ken Castner at 6:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

PRESENT: COUNCILMEMBER ADERHOLD, EVENSEN, HANSEN-CAVASOS, LORD, SMITH, VENUTI

STAFF: CITY MANAGER DUMOUCHEL
CITY CLERK JACOBSEN
SPECIAL PROJECTS & COMMUNICATIONS COORDINATOR CARROLL
PUBLIC WORKS DIRECTOR KEISER
FINANCE DIRECTOR WALTON
CITY ATTORNEY GATTI
PORT DIRECTOR/HARBORMASTER HAWKINS

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 RECOGNITIONS/PROCLAMATIONS** Alaska Association of Municipal Clerks Clerk of the Year - Melissa Jacobsen, MMC, Written public comment; **ANNOUNCEMENTS/ PRESENTATIONS/REPORTS** Economic Relief Grant Programs Written Reports; **PENDING BUSINESS** **Resolution 20-077(S)**, A Resolution of the City Council of Homer, Alaska Adopting a ~~Reserve Fund~~ Policy for the Collection and Use of ~~the~~ Water and Sewer ~~Depreciation Reserve Funds~~ **Capital Asset Repair and Maintenance Allowance (CARMA)Funds.** Lord/Aderhold and Updated Draft Policy, **Resolution 20-078(S)**, A Resolution of the City Council of Homer, Alaska Amending the Homer Accelerated Water and Sewer Program (HAWSP) Policy Manual to Modernize the Language and Clarify Qualifying Criteria for using HAWSP Funds. Lord/Aderhold, and Updated Draft Policy; **Resolution 20-117**, and **Resolution 20-117(S)**, Regarding the Approving a Lease Assignment Originally held by Harbor Leasing, LLC and Assumed by Alaska Growth Capital BIDCO, Inc. to Salmon Sisters Holdings LLC, there is Written Public Comments and copy of Salmon Sisters Presentation to Port & Harbor Advisory Commission City Manager.

APPROVED as amended without discussion.

MAYORAL PROCLAMATIONS AND RECOGNITIONS

- a. Recognition of Carey Meyer, PE, MPA for 21 Years of Service to the City of Homer
- b. Alaska Association of Municipal Clerks Clerk of the Year - Melissa Jacobsen, MMC

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

One person commented.

RECONSIDERATION

CONSENT AGENDA (Items listed below will be enacted by one motion. If a 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 November 9, 2020. City Clerk. Recommend adoption.
- b. Memorandum 20-190 from Mayor Re: Appointment of Jay Cherok to the Economic Development Advisory Commission. Recommend Approval.
- c. Memorandum 20-191 from City Clerk Re: Liquor License Renewals for Fresh Catch Cafe, La Baleine, Grog Shop, Homer Liquor and Wine Company, Patel's, Patel's #2, and Rum Locker. Recommend approval.
- d. Ordinance 20-89, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Chapter 3.05 Budget; Section 3.01.010 Fiscal Year, Section 3.05.050, Budget Assumptions and Section 3.05.010 Budget Submission-Content, Regarding a Fiscal Year Budget Schedule. Smith. Recommended Dates Introduction November 23, 2020 Public Hearing and Second Reading

Memorandum 20-192 from Finance Director as backup

- e. Ordinance 20-90, An Ordinance of the City Council of Homer, Alaska Accepting and Appropriating a Donation from Friends of Woodard Creek in Karen Hornaday Park in the Amount of \$7,025 for Woodard Creek Nature Trail Maintenance and Improvements in Karen Hornaday Park. City Manager. Recommended Dates Introduction November 23, 2020 Public Hearing and Second Reading December 14, 2020
- f. Ordinance 20-91, An Ordinance of the City Council of Homer, Alaska Amending the 2020 Operating Budget and Authorizing the Expenditure of \$42,000 for the Purpose of Contracting with a Lobbyist for the City of Homer. Smith. Recommended Dates Introduction November 23, 2020 Public Hearing and Second Reading December 14, 2020
- g. Resolution 20-119, A Resolution of the City Council of Homer, Alaska Acknowledging the 2021 Budget will be Truncated to January 1 to June 30, 2021 to Accommodate the Transition from a Calendar Year Budget to a Fiscal Year Budget. Smith. Recommend adoption.

Moved to Resolutions Item b. Aderhold

- h. Resolution 20-120, A Resolution of the City Council of Homer, Alaska Approving a Lobbyist Contract with J & H Consulting, LLC of Juneau, Alaska, for a Term of One Year commencing on December 15, 2020 and ending on December 15, 2021, in the Amount of \$42,000 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. Smith/Aderhold. Recommend adoption.

Memorandum 20-193 from City Clerk as backup

Moved to Resolutions Item c. Aderhold

- i. Resolution 20-121, A Resolution of the City Council of Homer, Alaska Approving Amendment Two to the Emergency Management Communications Services and Related Matters Contract between the City of Homer and Kenai Peninsula Borough. City Manager. Recommend adoption.
- j. Resolution 20-122, A Resolution of the City Council of Homer, Alaska Approving a Memorandum of Agreement Between the City of Homer and the Kenai Peninsula Borough Office of Emergency Management Regarding the Replacement and Maintenance of Emergency Sirens. City Manager. Recommend adoption.
- k. Resolution 20-123, A Resolution of the City Council of Homer, Alaska Amending the CARES Act Project Close Out Plan to Provide a \$6,000 Direct Grant to Kachemak Bay Equestrian Association to Cover Eligible Costs Incurred due to the COVID-19 Pandemic. Venuti. Recommend adoption.
- l. Resolution 20-124, A Resolution of the City Council of Homer, Alaska Amending the CARES Act Project Close Out Plan to Provide a Direct Grant in the Amount of \$44,250 to Kachemak Ski Club to Expand COVID-Conscious Outdoor Winter Recreation Opportunities. Evensen. Recommend adoption.

Moved to Resolutions Item c. Aderhold

- m. Resolution 20-125, A Resolution of the City Council of Homer, Alaska Creating a Public Works Campus Task Force and Establishing a Scope of Work and Parameters under which the Task Force will Conduct it's Work. City Manager/Public Works Director. Recommend adoption.

Memorandum 20-194 from Public Works Director as backup

Items g. h. and l. moved to Resolutions items b. c. and d. Aderhold.

ADOPTED without discussion.

VISITORS

- a. Unified Command Report (20 Minutes)

Lorne Carroll, Public Health Nurse, Christine Anderson reporting for SPH, Jenny Carroll City of Homer PIO, and Chief Kirko reported.

ANNOUNCEMENTS / PRESENTATIONS / REPORTS (5 Minute limit per report)

- a. Worksession Report

City Manager Dumouchel reported.

- b. Committee of the Whole Report

Councilmember Lord reported.

- c. Special Meeting Report
- d. Mayor's Report
 - i. ACoM Resolution - COVID Mitigation

Mayor Castner reported.

- e. Borough Report
- f. Library Advisory Board

Written report from Library Advisory Board as a laydown.

- g. Planning Commission
 - i. Memorandum from Planning Commission Re: Revisiting Medical District Building Heights
- h. Economic Development Advisory Commission
 - i. Memorandum from Economic Development Advisory Commission Re: Request to Move Forward on Wayfinding Streetscape Capital Project.

Karin Marks, EDC Chair reported.

- i. Parks Art Recreation and Culture Advisory Commission

Ingrid Harrald, PARCAC Commissioner reported.

- j. Port and Harbor Advisory Commission
- k. Americans with Disabilities Act Compliance Committee

Councilmember Aderhold reported.

- l. Economic Relief Grant Update

Written reports were provided. Sara Perman, Jody Mastey, and Special Projects and Communications Coordinator Carroll reported.

PUBLIC HEARING(S)

- a. Ordinance 20-86, An Ordinance of the City Council of Homer, Alaska Accepting and Appropriating an Arts and Culture CARES Act Matching Grant from the Rasmuson Foundation in the Amount of \$50,000 and Authorizing the City Manager to Execute the Appropriate Documents. City Manager. Introduction November 9, 2020 Public Hearing and Second Reading November 23, 2020.

There were no public comments.

ADOPTED without discussion.

- b. Ordinance 20-87, An Ordinance of the City Council of Homer, Alaska Extending the Suspension of Homer City Code Chapter 5.42 Single-Use Plastic Bags to December 31, 2020 and Affirming January 1, 2021 as the date in which Merchants Shall Discontinue Providing Single-Use Plastic Carryout Bags. Aderhold/Venuti. Introduction November 9, 2020 Public Hearing and Second Reading November 23, 2020.

Two people testified.

ADOPTED with discussion.

- c. Ordinance 20-88, An Ordinance of the City Council of Homer, Alaska Accepting and Appropriating an FY 2020 State Homeland Security Program Grant in the Amount of \$65,685 to Upgrade the City's Radio Communication System with the Purchase and Deployment of Portable Radios and Mobile Repeaters for the Homer Volunteer Fire Department and Authorizing the City Manager to Execute the Appropriate Documents. .City Manager. Introduction November 9, 2020 Public Hearing and Second Reading November 23, 2020.

Memorandum 20-188 from Fire Chief as backup

There were no public comments.

ADOPTED without discussion.

Recess at 7:45 p.m. and reconvened at 7:55 p.m.

ORDINANCE(S)

CITY MANAGER'S REPORT

- a. City Manager's Report

PENDING BUSINESS

- a. Resolution 20-077, A Resolution of the City Council of Homer, Alaska Adopting a Reserve Fund Policy for the Collection and Use of Water and Sewer Depreciation Reserve Funds. Lord/Aderhold.

Memorandum 20-165 from Finance Director as backup

Resolution 20-077(S), A Resolution of the City Council of Homer, Alaska Adopting a ~~Reserve Fund~~ Policy for the Collection and Use of ~~the~~ Water and Sewer Depreciation Reserve Funds **Capital Asset Repair and Maintenance Allowance (CARMA) Funds**. Lord/Aderhold.

POSTPONED Substitute to December 14, 2020 with discussion.

- b. Resolution 20-078, A Resolution of the City Council of Homer, Alaska Amending the Homer Accelerated Water and Sewer Program (HAWSP) Policy Manual to Modernize the Language and Clarify Qualifying Criteria for using HAWSP Funds. Lord/Aderhold.

Resolution 20-078(S), A Resolution of the City Council of Homer, Alaska Amending the Homer Accelerated Water and Sewer Program (HAWSP) Policy Manual to Modernize the Language and Clarify Qualifying Criteria for using HAWSP Funds. Lord/Aderhold.

POSTPONED Substitute to December 14, 2020 with discussion.

- c. Resolution 20-117, A Resolution of the City Council of Homer, Alaska Approving a Lease Assignment Originally held by Harbor Leasing, LLC and Assumed by Alaska Growth Capital BIDCO, Inc. to Salmon Sisters Holdings LLC and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents for a new Twenty Year Lease with Options for Two Consecutive Five Year Renewals for a Portion of Lot 12C, Port Industrial Subdivision No. 4, Plat 99-43, at an Annual Rate of \$29,785.32. City Manager.

Memorandum 20-189 from City Manager as backup

Resolution 20-117(S), A Resolution of the City Council of Homer, Alaska Approving a **Notice to Award for the** Lease Assignment Originally held by Harbor Leasing, LLC and Assumed by Alaska Growth Capital BIDCO, Inc. to Salmon Sisters Holdings LLC and Authorizing the City Manager to Negotiate **a Final Lease for Council Approval** and Execute the Appropriate Documents for a new Twenty Year Lease with Options for Two Consecutive Five Year Renewals for a Portion of Lot 12C, Port Industrial Subdivision No. 4, Plat 99-43, at an Annual Rate of \$29,785.32. City Manager. City Manager.

Memorandum 20-197 from Port and Harbor Advisory Commission as backup

ADOPTED Substitute as amended with discussion.

Amended to delete: “a portion of” for ~~a Portion of~~ Lot 12C, Port Industrial Subdivision No. 4

- d. Resolution 20-118, A Resolution of the City Council of Homer, Alaska Amending the City of Homer Water and Sewer Rates and Updating the Homer Fee Schedule Accordingly. City Manager/Finance Director.

Resolution 20-118(S), A Resolution of the City Council of Homer, Alaska Amending the City of Homer Water and Sewer Rates and Updating the Homer Fee Schedule Accordingly. City Manager/Finance Director.

Memorandum 20-196 from Finance Director as backup

ADOPTED Substitute with discussion.

NEW BUSINESS

RESOLUTIONS

- a. Resolution 20-126, A Resolution of the City Council of Homer, Alaska Awarding a Term Contract for Professional Engineering Services to Seabold Consulting, LLC; and Authorizing the City Manager to Negotiation and Execute the Appropriate Documents. City Manager/Public Works Director.

Memorandum 20-195 from Public Works Director as backup

ADOPTED without discussion.

- g. Resolution 20-119, A Resolution of the City Council of Homer, Alaska Acknowledging the 2021 Budget will be Truncated to January 1 to June 30, 2021 to Accommodate the Transition from a Calendar Year Budget to a Fiscal Year Budget. Smith. Recommend adoption.

POSTPONED to December 14, 2020 with discussion

- h. Resolution 20-120, A Resolution of the City Council of Homer, Alaska Approving a Lobbyist Contract with J & H Consulting, LLC of Juneau, Alaska, for a Term of One Year commencing on December 15, 2020 and ending on December 15, 2021, in the Amount of \$42,000 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. Smith/Aderhold. Recommend adoption.

Memorandum 20-193 from City Clerk as backup

ADOPTED with discussion.

- l. Resolution 20-124, A Resolution of the City Council of Homer, Alaska Amending the CARES Act Project Close Out Plan to Provide a Direct Grant in the Amount of \$44,250 to Kachemak Ski Club to Expand COVID-Conscious Outdoor Winter Recreation Opportunities. Evensen. Recommend adoption.

ADOPTED with discussion.

COMMENTS OF THE AUDIENCE

One person commented.

COMMENTS OF THE CITY ATTORNEY

City Attorney Gatti commented.

COMMENTS OF THE CITY CLERK

City Clerk Jacobsen commented.

COMMENTS OF THE CITY MANAGER

City Manager Dumouchel commented.

COMMENTS OF THE MAYOR

Mayor Castner commented.

COMMENTS OF THE CITY COUNCIL

Councilmembers commented.

ADJOURNMENT

Next Regular Meeting is Monday, December 14, 2020 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 9:31 p.m.