



# Action Agenda

## City Council Joint Worksession with Planning Commission, Committee of the Whole, and Regular Meeting

Tuesday, March 26, 2024 at 6:00 PM

City Hall Cowles Council Chambers In-Person & Via Zoom Webinar

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### Homer City Hall

491 E. Pioneer Avenue  
Homer, Alaska 99603  
[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

<https://cityofhomer.zoom.us>

Dial: 346-248-7799 or 669-900-6833;  
(Toll Free) 888-788-0099 or 877-853-5247

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### CALL TO ORDER, 3:00 P.M.

Mayor Castner called the meeting to order at 3:00 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)

- a. Agnew::Beck Presentation re: Homer Comprehensive Plan Project

Shelly Wade, with Agnew:: Beck provided an overview of the Comprehensive Plan Public Participation Plan and facilitated discussion with members of the Planning Commission and City Council.

### COMMENTS OF THE AUDIENCE (3 minutes)

One person commented.

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

Next Regular Meeting is Monday, April 8, 2024 at 6:00 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 4:36 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**

- Ordinance 24-19, grammatical corrections were requested as follows: Line 34, delete the “s” on the word consider; and noted that the word “shall” was deleted throughout, but in Lines 47-64 the word “shall” remained and should be deleted.
- Resolution 24-031, clarified that the amount included construction in the amount and the amount of lead pipe was nominal if any at all.
- Resolution 24-035, noted that there was supplemental material that provided further clarification.
- Resolution 24-034, clarification provided that there is no listing service that used municipal equipment with remaining service life could be listed, it is more of an exchange of information at conferences, meetings, etc. The price was researched on what typical used vehicle were being listed for.
- Resolution 23-032, clarified that this would be for a term contract, rates will be identified in the contract for services provided.

**REGULAR MEETING AGENDA**

Memorandum CC-24-070 from Acting City Manager re: City Manager Hiring Process Next Steps

Briefly discussed the process and proposed timeline, advertisement will be presented for Council review and approval at the next regular meeting.

**DISCUSSION TOPIC(S)**

- a. BDO Presentation of FY22 Financial Statements - Bikky Shrestha, Assurance Partner
- b. Ben Walters Sidewalk Project Update - Leon Galbraith, City Engineer/Special Projects Coordinator

**COMMENTS OF THE AUDIENCE**

There were five people who commented.

**ADJOURNMENT**

Next Regular Meeting is Monday, April 8, 2024 at 6:00 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 5:57 p.m.

## REGULAR MEETING AGENDA

Session 24-07 a Regular Meeting of the City Council of Homer, Alaska was called to order on March 26, 2024 by Mayor 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:** COUNCILMEMBERS HANSEN, ERICKSON, DAVIS, ADERHOLD, VENUTI, LORD

**STAFF:** ACTING CITY MANAGER JACOBSEN  
ACTING CITY CLERK KRAUSE  
SPECIAL PROJECTS & COMMUNICATIONS DIRECTOR CARROLL  
COMMUNITY DEVELOPMENT DIRECTOR ENGBRETSSEN  
PORT DIRECTOR HAWKINS  
CHIEF TECHNOLOGY OFFICER JIRSA  
HUMAN RESOURCES DIRECTOR BROWNING  
PUBLIC WORKS DIRECTOR KORT  
CITY ENGINEER GALBRAITH  
FINANCE DIRECTOR FISCHER  
CITY ATTORNEY GATTI

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

Mayor Castner announced the supplemental items: **ANNOUNCEMENTS REPORTS AND PRESENTATIONS** Homer Harbor Expansion Champions Report Memorandum CC-24-071 Written report and letters to Partners, Add Library Advisory Board Report and Prince William Sound RCAC Information **VISITORS** BDO Presentation of FY22 Financial Statements and Audit Wrap up and **CONSENT AGENDA** Resolution 24-035, Supporting the Homer Electric Association, Inc. (HEA) Grant Application to Rebuild South Kachemak Bay. Public Comment received.

APPROVED without discussion.

### MAYORAL PROCLAMATIONS AND RECOGNITIONS

### PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

Two people 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 Regular Meeting Minutes of March 11, 2024 and Unapproved Special Meeting Minutes of March 14, 2024. City Clerk. Recommend adoption.

- b. Memorandum CC-24-062 from Mayor re: Re-appointment of Douglas Baily, Lisa "Red" Asselin-Martin, Michael McKinney to the Library Advisory Board and Re-appointment of Holly Brennan, Nicole Arevalo to the Economic Development Advisory Commission. Recommend approval.
- c. Memorandum CC-24-063 from Deputy City Clerk re: Liquor License Renewals for BPO Elks Lodge and Down East Saloon. Recommend approval.
- d. Ordinance 24-18, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Appropriating \$15,000 from the Port Reserves Fund for the Purpose of Replacing the Control System for Crane 8 on the Homer Fish Dock. City Manager/Port Director. Recommended dates Introduction March 26, 2024 Public Hearing and Second Reading April 8, 2024.

Memorandum CC-24-064 from Port Director as backup.

- e. Ordinance 24-19, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Chapter 2.04 City Manager Section 2.04.020 Duties and Powers. Davis/Erickson. Recommended dates Introduction March 26, 2024 Public Hearing and Second Reading April 8, 2024.

Memorandum CC-24-065 from Council Members as backup.

- f. Resolution 24-030, A Resolution of the City Council of Homer, Alaska Awarding a Contract for the Cybersecurity Risk Assessment to the Firm of Structured Communications Systems, Inc. of Anchorage, Alaska in the Amount of \$50,000 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Chief Technology Officer. Recommend adoption.

Memorandum CC-24-066 from Chief Technology Officer as backup.

- g. Resolution 24-031, A Resolution of the City Council of Homer, Alaska Authorizing the City Manager to Apply for a Department of Environmental Conservation, Alaska Drinking Water Fund Loan in an Amount not to Exceed \$177,477 to Finance Costs of the Lead Service Line Inventory Project. City Manager/Public Works Director. Recommend adoption.

Memorandum CC-24-067 from Public Works Director as backup.

- h. Resolution 24-032, A Resolution of the City Council of Homer, Alaska Approving a Term Contract with Stephanie Queen Consulting and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Recommend adoption.

Memorandum CC-24-068 from Community Development Director as backup.

- i. Resolution 24-033, A Resolution of the City Council of Homer, Alaska Ratifying the Early Termination of Contract Agreement with Robert Dumouchel. Mayor. Recommend adoption.
- j. Resolution 24-034, A Resolution of the City Council of Homer, Alaska Authorizing the City Manager to Dispose of the Homer Volunteer Fire Department 1999 Rescue1 Truck - Freight

Liner Pursuant to HCC 18.30.010-020 and HCC 18.30.040(b). City Manager/Fire Chief. Recommend adoption.

Memorandum CC-24-069 from Fire Chief as backup.

- k. Resolution 24-035, A Resolution of the City Council of Homer, Alaska Supporting the Homer Electric Association, Inc's (HEA) Grant Application to Rebuild South Kachemak Bay. Mayor. Recommend adoption.

ADOPTED without discussion.

## **VISITORS**

- a. BDO Presentation of FY22 Financial Statements - Bikky Shrestha, Assurance Partner (10 minutes)

Bikky Shrestha, Assurance Partner reviewed the FY22 Financial Statements.

- b. Homer Airport Project - Andrew Loman, QAP Project Engineer (10 minutes)

Kyle Green, Superintendent, Quality Asphalt Paving provided an overview of the project and responded to questions.

Jason Baxley, Project Engineer, Alaska Department of Transportation responded to questions on the project concerning the design.

- c. Homer Comprehensive Plan Project - Agnew::Beck (5 minutes)

Meg Friedenauer, Agnew::Beck provided a brief summary of the presentation from the Joint Worksession.

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

- a. Worksession Report

Councilmember Lord reported.

- b. Committee of the Whole Report

Councilmember Lord reported.

- c. Mayor's Report

Mayor Castner reported.

- d. Borough Report

Assembly Member Cooper reported.

- e. Planning Commission

Commissioner Stark reported.

- f. Economic Development Advisory Commission
- g. Parks Art Recreation and Culture Advisory Commission
- h. Library Advisory Board

Boardmember Kuzmaul reported.

- i. Conversations with a Council Member Report - Council Member Lord

Councilmember Lord reported.

- j. Homer Harbor General Investigation Council Champion Report

Councilmember Lord reported.

### **PUBLIC HEARING(S)**

- a. Ordinance 24-17, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Re-Appropriating \$118,000 from the Homer Accelerated Roads and Trails (HART) Trails Fund to Purchase a Tractor and Heavy-Duty Truck. City Manager. Introduction March 11, 2024 Public Hearing and Second Reading March 26, 2024.

Memorandum CC-24-073 from Public Works Director as backup.

Memorandum CC-24-058 from City Manager as backup.

Six people testified.

ADOPTED with discussion.

- b. Alder Lane Water Special Assessment District Final Assessment Roll

One person testified.

### **ORDINANCE(S)**

#### **CITY MANAGER'S REPORT**

- a. City Manager's Report

Finance Monthly Report - February 2024

Acting City Manager Jacobsen reported.

### **PENDING BUSINESS**

#### **NEW BUSINESS**

- a. Memorandum CC-24-070 from Acting City Manager re: City Manager Hiring Process Next Steps

Mayor Castner reported.

**RESOLUTIONS**

**COMMENTS OF THE AUDIENCE**

There were six people who commented.

**COMMENTS OF THE CITY ATTORNEY**

**COMMENTS OF THE CITY CLERK**

Acting City Clerk Krause commented.

**COMMENTS OF THE CITY MANAGER**

Acting City Manager Jacobsen commented.

**COMMENTS OF THE MAYOR**

Mayor Castner commented.

**COMMENTS OF THE CITY COUNCIL**

Councilmembers commented.

**ADJOURNMENT**

Next Regular Meeting is Monday, April 8, 2024 at 6:00 p.m. and Committee of the Whole at 5:00 p.m. All meetings are 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 8:15 p.m.